



Ravalli Head Start, Inc.

2016 Annual Report



Ravalli Head Start

81 Kurtz Lane, Hamilton, MT 59840



RAVALLI EARLY HEAD START

103 South 9th Street, Hamilton, MT 59840



Missoula Early Head Start

2121 39th Street, Missoula MT 59803



NORTH VALLEY CENTER

585 E 3rd Street, Stevensville, MT 59870

Our Mission

“Serving Children and Families so they Succeed in School and Life!”

OUR PROGRAMS

Ravalli Head Start, Inc. (RHS, Inc.) is a high quality federally funded program serving children and families in Ravalli and Missoula counties of Western Montana. RHS, Inc. operates a Head Start Program and Early Head Start Program in Ravalli County and an Early Head Start Program in Missoula County. All of our programs are offered at no cost to qualifying families.

RHS, Inc. employs 70 staff, plus substitute teachers and substitute bus and kitchen staff, across our four locations. In addition, our program is supported by many hours of services provided by volunteers. Our Board of Directors, Policy Council, community members, parents and families volunteer their time and expertise to enhance the quality of services provided by our programs.

HEAD START

Ravalli Head Start operates 6 preschool classrooms in the main center in Hamilton, Montana and a center in Stevensville, Montana with one classroom. Head Start classes operate 4 hours a day, four days a week – mid September through May. Each classroom serves 17 enrolled three and four year olds and offers comprehensive programming with highly qualified teaching staff and support services. The center in Stevensville serves families located in the Florence, Lone Rock and Stevensville communities. Bus service is provided to the outlying communities. Our Hamilton Center serves Hamilton and the nearby communities of Darby, Corvallis, and Victor. Limited bus service is provided to these communities. Our preschool services are individualized to meet the needs of each child and include families as partners in our school readiness approach.

EARLY HEAD START

Our Early Head Start programs offer three program options, all of which operate year round. Program options include home based, center based, and prenatal services. Funded enrollment for Early Head Start includes home based services for 86 infants and toddlers, center based services for 32 infants and toddlers, and prenatal services for 12 pregnant women. Early Head Start home based services include weekly home visits for 48 qualifying infants and toddlers in Missoula County and 38 qualifying infants & toddlers in Ravalli County. Home-based services are designed to build on families' knowledge of child development to promote their child's school readiness, and to link families to services, as needed, to strengthen their family well-being. Center based services are offered to 16 infants and toddlers in Missoula County and 16 infants and toddlers in Ravalli County. Our center based services are provided in high quality state licensed centers with staff/child ratios consisting of 1 qualified teacher to 4 infant/toddlers. Center hours for Missoula Early Head Start are 8:00 a.m. to 3:00 p.m. Monday through Friday. Center hours for Ravalli Early Head Start are 8:00 a.m. to 5:00 p.m. Monday through Friday. The prenatal option, which serves up to 6 pregnant women in each county, is designed to offer regularly scheduled home visits and contacts with resources and education on health, wellness, nutrition and development. Newborns transition into either the home based or center based options. Our Early Head Start services are designed to meet the special needs and strengths of each child and family.

ENROLLMENT

RHS Inc. served a combined total of 347 infants, toddlers, preschoolers and pregnant women from **July 1, 2015 to June 30, 2016.**

62% were served in Early Head Start
38% were served in Head Start

ENROLLMENT BY AGE

Pregnant Women	29
Under 1 year old	61
1 year old	58
2 years old	63
3 years old	58
4 years old	78

Percentage of eligible children served by RHS, Inc. in our communities

23% of eligible Early Head Start children (birth through 3) received our services in Missoula and Ravalli Counties.

37% of eligible Head Start children (3& 4 year olds) in Ravalli County received our services.

Average Monthly Enrollment

Early Head Start maintained 97% monthly enrollment
Head Start maintained 100% monthly enrollment throughout the school year.

SERVICES FOR CHILDREN WITH DISABILITIES

RHS, Inc. offers early identification and intervention services to help children learn and develop to their maximum potential in an inclusive and developmentally appropriate learning environment. Qualifying children receive IDEA Part C & Part B services to meet their individualized needs.

Early Head Start – 9.7% of enrolled children received Part C early intervention services

Head Start – 12% of enrolled children received Part B special education services

RHS Inc. Provides High Quality Services for Children and Families

- Nutritious breakfast, lunch and snacks with attention to the needs of children with special diets are served in our center based programs.
- Age appropriate assessment and curriculum-based education in all of our program options.
- Child health, nutrition and dental education.
- Disability, wellness and mental health services.
- Parent education and early literacy support.
- Links to community resources.
- Family goal-setting and support.
- Home visits and family activities.
- Vision, hearing, dental, behavioral & developmental screenings.

HEALTH SERVICES 2015-2016

- 89% of enrolled children had health insurance at the end of enrollment.
- 82% of Head Start children were up-to-date on a schedule of age appropriate preventative and primary health care.
- 96% of Early Head Start children were up-to-date on a schedule of age appropriate preventative and primary health care.
- 98% of Head Start children were linked to an ongoing source of continuous, accessible health care.
- 100% of Early Head Start children were linked to an ongoing source of continuous, accessible health care.
- 92% of Head Start children were linked to continuous, accessible dental care.
- 100% of total enrolled Early Head Start children with chronic conditions who needed treatment received treatment.
- 8% of Head Start children received treatment for Asthma.
- 8% of Head Start children received treatment for vision problems.
- 87% of Head Start children were up-to-date on all immunizations appropriate for their age.
- 92% of Early Head Start children were up-to-date on all immunizations appropriate for their age.

RHS Inc. promotes healthy outcomes for children!

PARENT & FAMILY ENGAGEMENT

We believe parents have the greatest influence on their child's development and are their child's first, best teacher. Our parent and family engagement services embrace that philosophy in our partnership with families to strengthen their well-being and to foster their child's healthy development and learning.

Families Served

RHS Inc. served 282 families from July 1, 2015 to June 30, 2016

56% were served in Early Head Start
44% were served in Head Start

RHS Inc. had a total of 359 Volunteers; 262 were current or former Early Head Start and Head Start parents

Highlights of Family Engagement Activities for the Year

- Welcome BBQ & Orientations
- Parent Committee Meetings
- Brunch and a Book Event
- Snap-Ed Healthy Cooking Classes
- MSU Extension Budget/Credit Class
- Harvest Festival
- MSU Extension Healthy Crockpot Cooking Class
- J&J Health Care Institute – 'What to do when your child gets sick'
- Circle of Security Parenting Classes
- Garden Party @ Garden City Harvest/PEAS Farm
- Literacy Lunches at RHS
- Social Event at the Missoula Carousel
- University of Montana Griz Football Game Social Event
- Participation in Leadership & Advisory Functions for the Programs
- Home-based Group Socialization Opportunities
- Project Homeless Connect – Community Event
- CPR classes
- Kindergarten Transition Meetings with School Districts

***Family
engagement
is a
cornerstone
of Head
Start
services!***

*95% of families found Early Head Start and Head Start events enjoyable and/or beneficial to their family!
-2015 2016 Family Satisfaction Survey*

COMMUNITY ENGAGEMENT

Our programs in Missoula and Ravalli Counties are supported by a multitude of strong community partnerships. Below is a partial list of community involvement within our programs:

- Intern, practicum, and work study sites for students from the University of Montana, the University of Montana-Western, University of Montana-Bitterroot College, and local High Schools.
- Work site for Foster Grandparents, Experience Works Programs, and the Work Experience Program.
- Active involvement in many Missoula and Ravalli County community coalitions and boards including the Best Beginning Advisory Councils, financial education coalitions, Ravalli County Child Protective Team, Case Manager’s Round Table, Emma’s House Child Advocacy Center, Kiwanis, Missoula At-Risk Housing Coalition, Bitterroot Task Force for Homelessness and Housing, and CASA.
- Participate in community events including Project Homeless Connect, Pinwheels for Prevention and White Ribbon Campaigns, Week of the Young Child, Child Find screenings, State of the Young Child, Job Service Community Resource Fair, Baby Fairs
- Referral source for Holiday giving programs
- Community Partners provide rich literacy experiences in our classrooms including Reading Is Fundamental book giveaways, National Honor Society mentor reading program, *Captain Hooked on Books* story time with North Valley Librarian twice a month.
- Community Partners provide parent education classes and events to support requirements of our programs.

RHS, Inc. Board of Directors

Dianna Chaplin- Chairman of the Board, Past Parent Richard Weber J.D.- Vice Chair, Legal Representative Jeanette McKee- Sec/Treasurer- Community Representative John Talia CPA- Accounting Representative	Catherine Hafliger BSW- ECE Representative Joline Hartze R.N.- Community Representative Wendy Campbell- Community Representative Heidi Stoker- Past Parent Representative
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RHS, Inc. Policy Council

Ravalli Head Start, Inc. Policy Council is elected annually by enrolled parents in the Program. Up to eleven parents are elected to represent each program option and location and up to six community representatives – two from Missoula County and four from Ravalli County. Partner agencies represented on our 2015-2016 Policy Council included SAFE, Child Care Resources, MSU Extension, Missoula Forum for Children & Youth, and the Missoula & Stevensville Food Banks

School Readiness

RHS promotes school readiness skills across essential domains of learning & development!



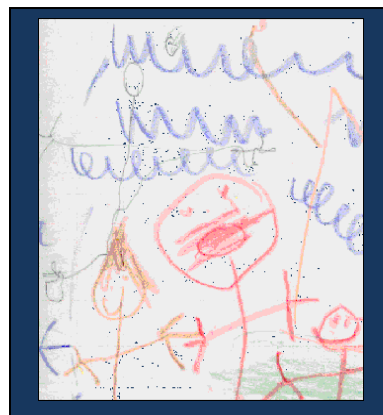
Ravalli Head Start, Inc. implements high quality individualized early childhood development services that produce positive learning outcomes for children birth to five. Our School Readiness Plan identifies goals across the essential domains of learning and development. Child outcomes data, obtained from ongoing assessments, is generated three times a year and analyzed at all program levels. This data helps us strengthen individualization and overall curriculum and instruction.

Our Early Head Start programs utilize the Hawaii Early Learning Profile (HELP) for assessment and curriculum. The HELP provides guidelines for understanding and interpreting a child's skills and behaviors in the context of his/her caregiving relationships and environments, and recognizes families as central to the assessment process. This curriculum-based assessment provides the sequential framework for planning, implementation, and evaluation of activities and strategies to help promote development and positive parent-child interactions.

Our Head Start program utilizes the Teaching Strategies Gold web-based assessment system for planning, individualizing, and tracking children's growth across all domains of learning and development. The assessment system aligns with our curriculum framework – Teaching Strategies Creative Curriculum, which guides our classroom activities, our daily routine, our learning environment and our teacher/child & family interactions.

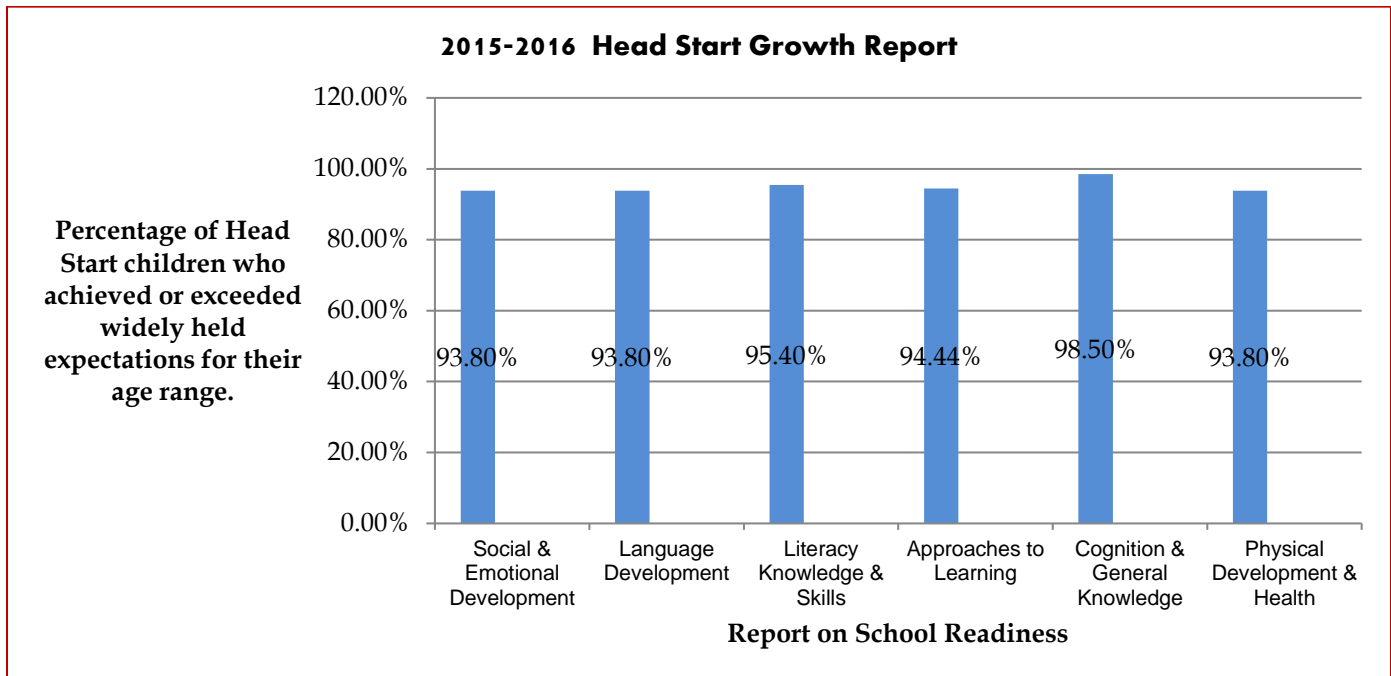
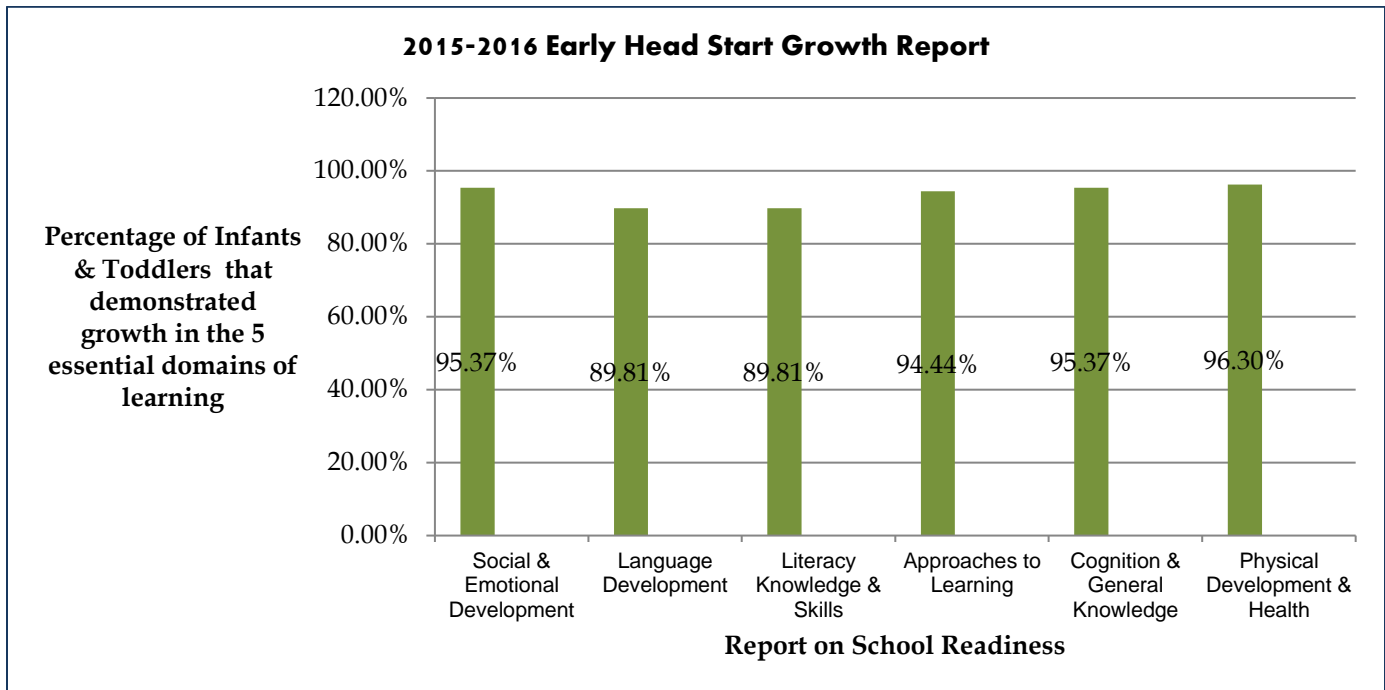
*"Thank you all so much
for helping my son
prepare for
Kindergarten and his
future"*

*-2015 2016 Family Satisfaction
Survey*



100% of enrolled Head Start families agreed or strongly agreed that they have more knowledge about their child's development as a result of RHS, Inc.! 2015-2016 Family Satisfaction survey

Report on School Readiness

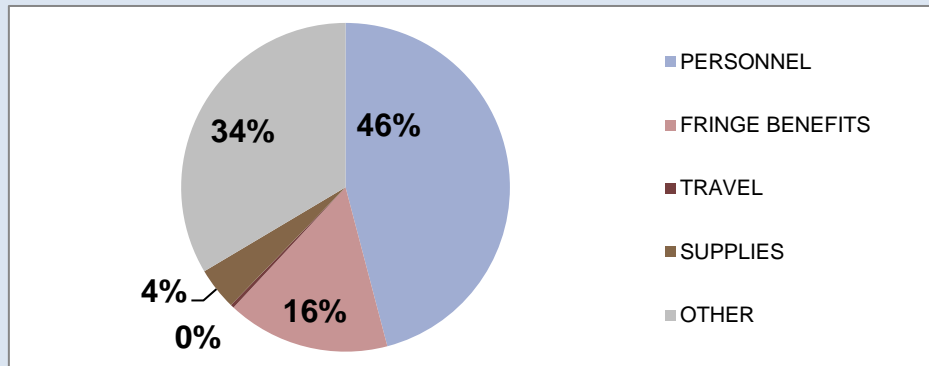


FUNDING

Total Ravalli Head Start Inc. Support

GRANT - FEDERAL	2,682,856	78%
USDA FOOD PROGRAM	92,953	3%
MT STATE CHILDCARE	7,543	0%
MT BEST BEGINNINGS GRANT	150	0%
MT STARS PROGRAM	3,500	0%
CONTRIBUTIONS/MISCELLANEOUS INCOME	497	0%
CONTRIBUTIONS NON CASH (REQUIRED MATCH)	671,800	19%
	3,459,298	100%
Total Expense	(3,486,653.16)	
Net Asset Increase	(27,355.08)	

Ravalli Head Start, Inc. Expense



	YTD Actual	Percentage
PERSONNEL	1,600,524.31	46%
FRINGE BENEFITS	559,010.70	16%
TRAVEL	12,121.33	0%
SUPPLIES	145,626.54	4%
OTHER	1,169,370.28	34%
2015-2016 Ravalli Head Start Inc.	3,486,653.16	100%
Administrative costs included above	\$ 371,119.01	11%

The **Financial Audit** report issued January 27, 2017 for the year ending June 30, 2016 had no findings or questioned costs.

Program Evaluation

RHS, Inc. completed the annual Program Self-Assessment in June 2016. This process allows us to ensure compliance indicators and continually identify strategies to improve our services to qualifying children and families.

On 9/12/15, RHS, Inc. submitted the Certificate of Governance & Leadership Capacity Screening and the Certificate of Health & Safety Screening, as required in year one of the five year grant cycle.

The most recent Triennial Review was conducted in April 2014. There were no deficiencies in the federal review. There was one finding. *Summary of findings: Triennial – 4/13/2014- Noncompliance The grantee did not ensure that the fair market value of donated space was established by a licensed independent appraiser. The value of donated space was not supported by independent appraisals.* RHS, Inc. submitted a corrective action plan to the Regional Office in September 2014.

On 12/5/2014, the Administration for Children and Families (ACF) conducted a monitoring review to determine whether the 4/13/2014 finding had been corrected. *The Head Start Review Report, signed and dated by the Director of the Office of Head Start on 12/22/2015, stated that, based on the information gathered during their review, they closed the previously identified findings.*

**A special Thank You to our
Policy Council, our Board of
Directors, our hard working staff,
our amazing families, and all of
our wonderful community
supporters and volunteers who
made the year successful!**

