



REGION IX HEAD START/EHS

ANNUAL REPORT



2022



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Director's Message

Head Start holds a very special place in my heart. I've worked for this wonderful program for almost 13 years. I started as a teacher, then I was a Family Advocate, an Education Manager, and now the Director. My first set of kids are now Juniors in High School! Time sure does fly by!

I've been through a lot with Region IX Head Start over the years, and I've seen a lot of change. We've been through a pandemic and virtual learning (yuck!), we've lost three staff members/friends, we've moved either a whole program or one classroom approximately 9 times, and so many other things I've lost count! But the light is at the end of the tunnel! We are getting closer to moving into a new building that will have 4 Head Start classrooms, 8 Early Head Start classrooms, a gym, a commercial kitchen, offices for R9 Home Visiting & Developmental Services, and so much more! This has been a goal of Region 9 and Head Start/EHS for the last 5 years, and it's finally coming to fruition. I am teary eyed thinking about how wonderful this is going to be for our community, our children, our families, and our staff. You better believe I will be cutting that ribbon with those huge scissors!

I believe that good things come to those who wait, and if you work hard and put your mind to something, you can accomplish anything. I am hopeful that we can begin the new school year in our new building, fully staffed, fully enrolled, and ready to conquer Early Childhood! As Joanie would say "We've Got This!!!!".

Sincerely,

Calla Goeller
Region IX Head Start/EHS Director



CHILDREN & FAMILIES SERVED

During the 2022-2023 school year, 185 children were enrolled in our programs at least one day. As of March 2023, 108 children were enrolled in Head Start. Early Head Start has maintained full enrollment all school year with 44 children enrolled. As of March there are 25 children on the Early Head Start waitlist.

New and Returning Enrollees

Early Head Start:

20 new applications

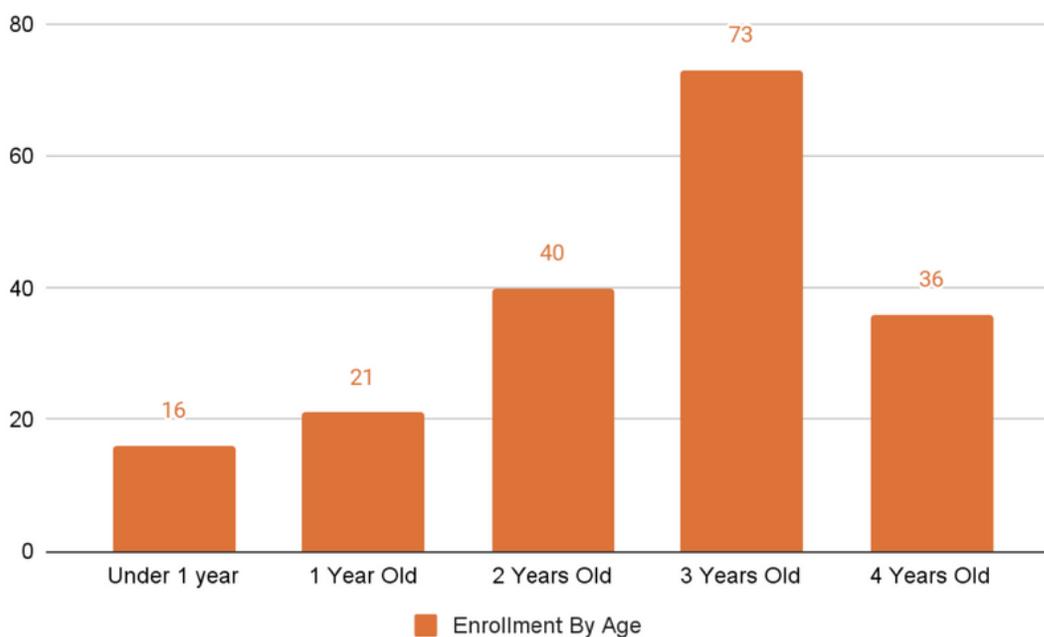
42 returning applications (2nd year students = 34) (3 or more years = 8)

Head Start:

60 new applications

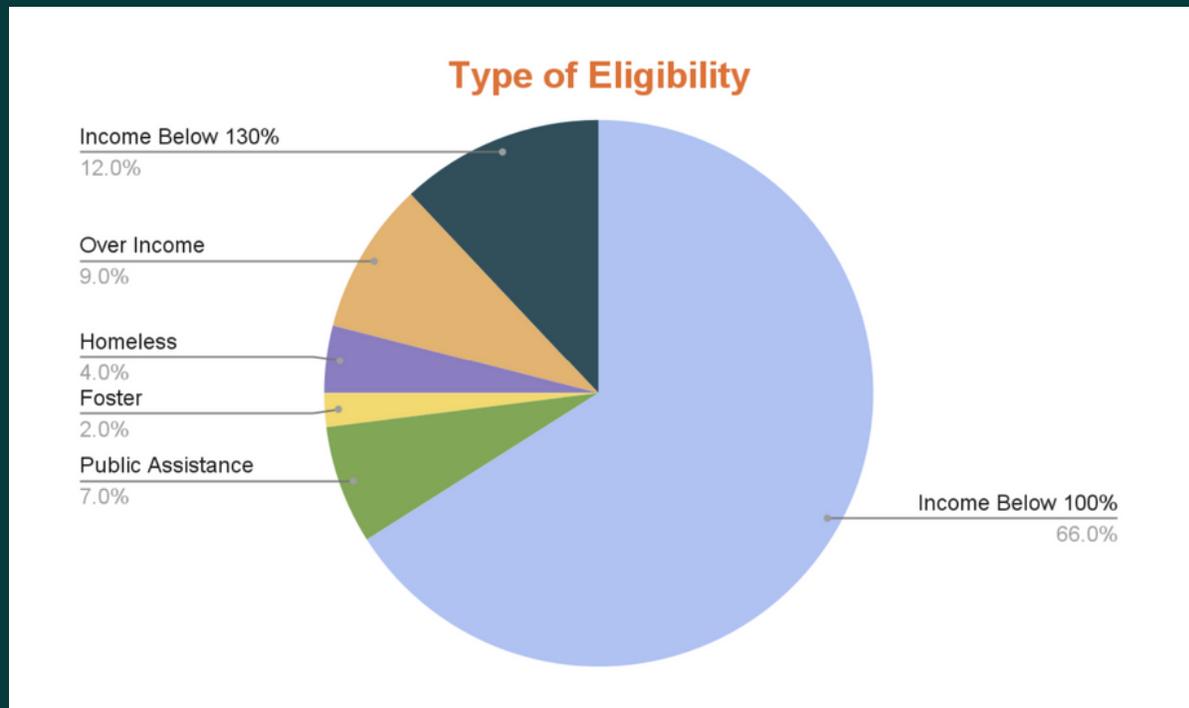
63 returning applications (2nd year students = 32) (3 or more years = 31)

Enrollment By Age



Type of Eligibility

Head Start programs must use current federal poverty guidelines issued by the U.S. Department of Health and Human Services (HHS). Many programs funded by the federal government, as well as state governments and non-profit organizations, rely on these guidelines to determine family eligibility for systems and services. Below is a chart to show families that are below 100% of the poverty guidelines (low income), who receive public assistance like TANF and SSI, children who are in foster care, homeless families, families who are over income, and families who are not low income but their income is below 130% of the poverty line.

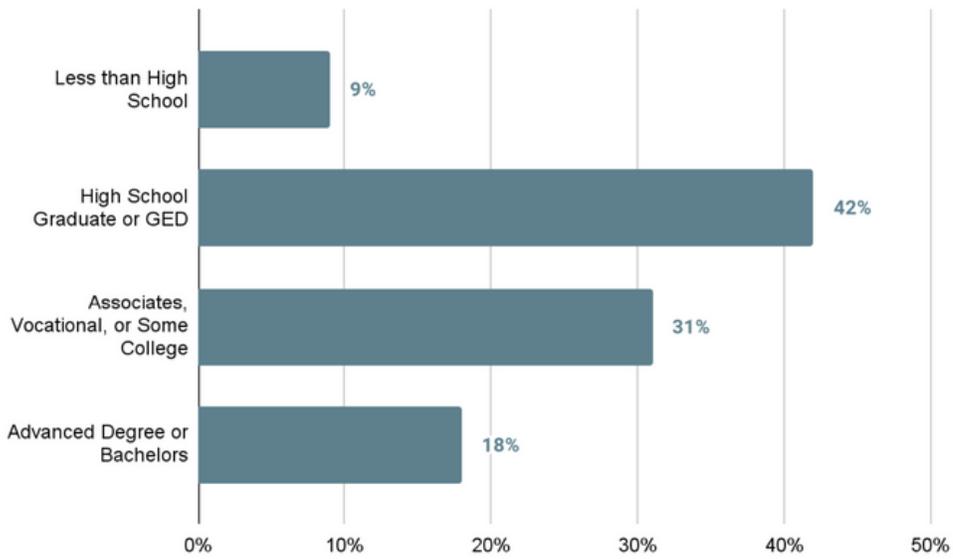


Family Employment & Education

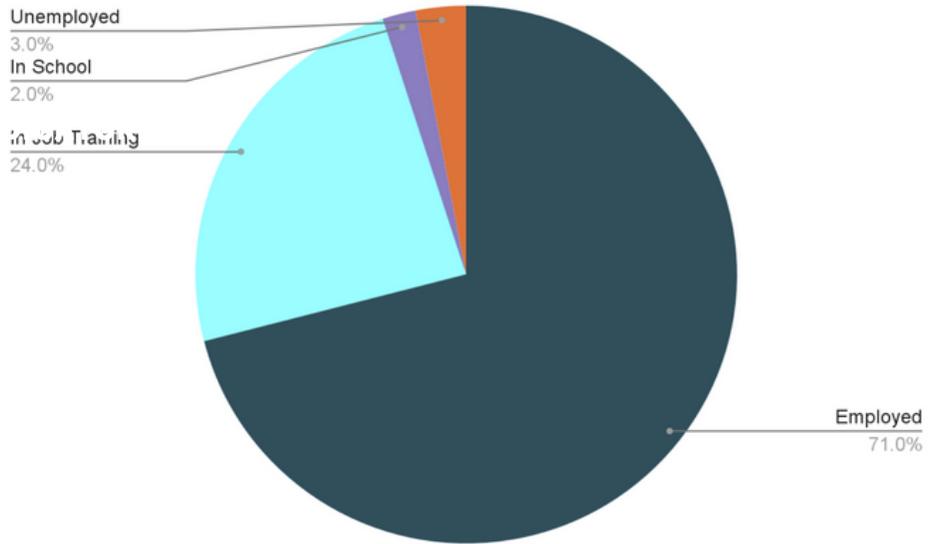
We gather data on children and families using our Child Plus database. The charts on the next page show data on Parent/Guardian highest level of education and Parent/Guardian employment. This information is provided on our applications and entered into our database.

According to last year's data, the unemployment rate for our families in our program has dropped from 12% to 3%. Many parents lost their jobs in the last couple of years due to COVID, or they had to find a different job due to housing & living costs in our area. The decrease in unemployment is a good sign that jobs are available and employers are hiring.

Parent Education



Parent Employment and School



Many of our families use federal and public assistance such as TANF, Social Security Income, WIC, and SNAP (food stamps). Below are the number of families who receive these benefits

- 2 Families Receive Cash Benefits or TANF
- 2 Families Receive SSI (Social Security Income)
- 61 Families Receive WIC (Women, Infants, and Children)
- 90 Families Receive SNAP



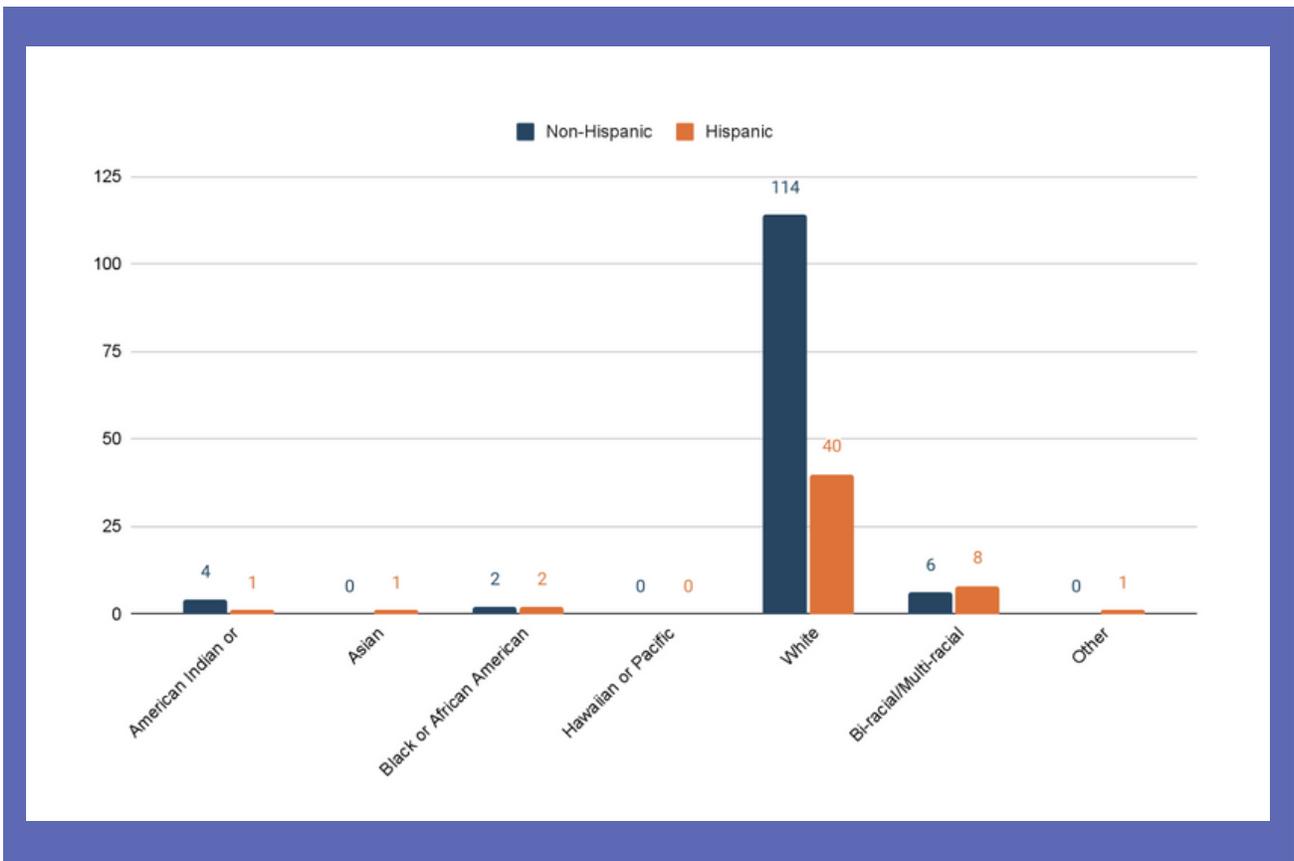
Family & Child Demographics

Family demographics data is also gathered using our application. This information is entered into our Child Plus Database. The family demographics below include: number of families, types of families, primary language spoken at home, dual language learners, and race & ethnicity of our families.

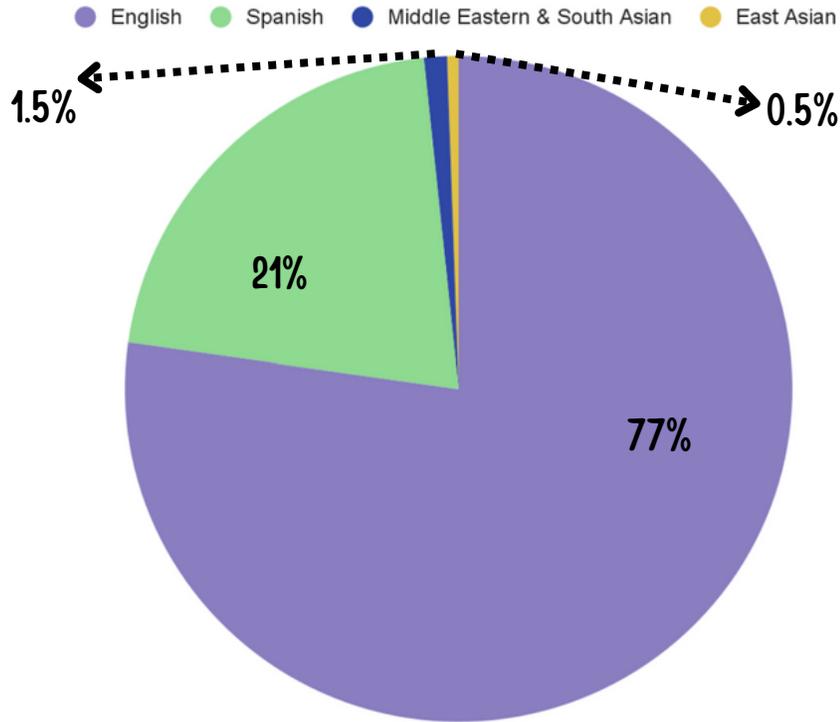
Number and Types of Families

- Total Number of Families: 170
- Total Number of Two Parent Families: 121
- Total Number of Single Parent Families: 50
 - Mother Only (Biological, Step, Adoptive): 37
 - Father Only (Biological, Step, Adoptive): 4
- Grandparent: 5
- Relative (Other than grandparent): 2
- Foster Parents: 3

RACE & ETHNICITY OF FAMILIES AND CHILDREN



Primary Language Spoken at Home



Head Start added a new question to our program information report which asks "Of the number of children who speak English how many are acquiring or learning another language in addition to English?". Together, Head Start and EHS have 20 children who are learning a second language.

For both programs, we have 61 dual-language learners. The other languages that we ask about that are not on this chart are Native Central American, Caribbean, Alaskan, Pacific Island, European/Slavic, African, Sign Language, and Other. We did not have any families that spoke these other languages.



ENROLLMENT

Unfortunately, we have not maintained full enrollment for Head Start in the last 3 years. The trend in enrollment shows that Early Head Start is the higher need in our community. Currently, our funded enrollment for Head Start is 115 children. Last year we reached 112 by May 2022, and as of March 2023 there are 100 children enrolled. At Early Head Start we have been fully enrolled for the last 3 years (even during the pandemic) and have maintained a waitlist of an average of 30 children during the 2022-2023 school year.

Application Data

HEAD START

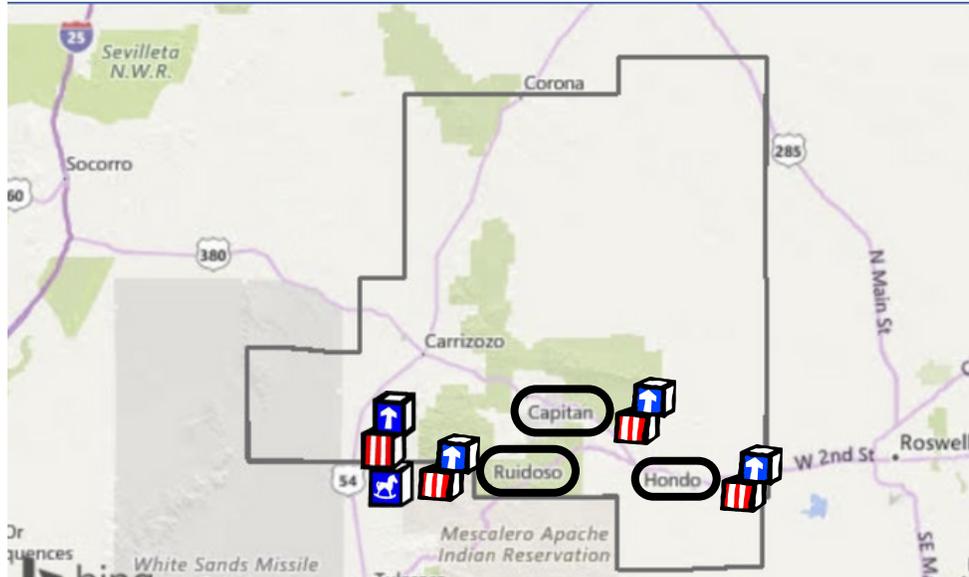
- Total Number of Applications: 138
- Over Income Applications: 20
- Number of Children who Dropped: 22
- Number of Children who's Application was Abandoned: 0
- Number of Children Enrolled Less than 45 Days: 14
- Number of Applications on the Waitlist: 11
- Number of New Applications as of March 2023: 6

EARLY HEAD START

- Total Number of Applications: 94
- Over Income Applications: 15
- Number of Children who Dropped: 2
- Number of Children who's Application was Abandoned: 6
- Number of Children Enrolled Less than 45 Days: 8
- Number of Applications on the Waitlist: 25
- Number of New Applications as of March 2023: 0
- Number of Children Marked as Completed: 17
 - Number of Children who Aged Out of EHS: 12
 - Number of children who aged out and went to Head Start: 12
 - Number of children who aged out and went to another early childhood program: 0

HEAD START & EHS PROGRAM MAP

Lincoln County, NM

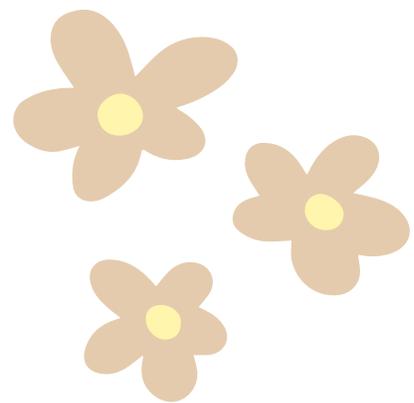


We have three Head Start sites located in: Hondo, Capitan, and Ruidoso. We have one Early Head Start located in Ruidoso.

SERVICES

We provide high-quality Health and Nutrition services to our children and families as part of the mission of Head Start. We work closely with the local LEAs, mental health specialists, a nutritionist, and other community members that help us provide these services. We have a Health & Safety Manager and a Nutrition Coordinator on staff that monitors and provide expertise in these areas.

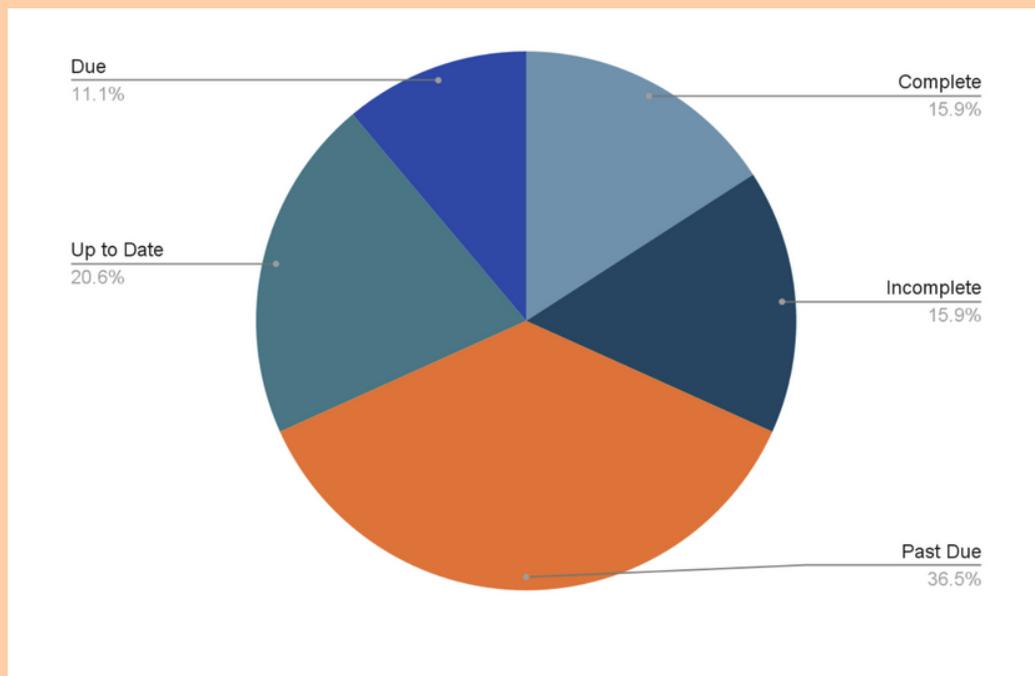
Each family is assigned a Family Advocate. Family Advocates connect parents and families to resources in the community to get their immediate and short-term needs met. Family Advocates also help parents establish a medical and dental home for their children or family if needed. They also assist in making health or dental appointments if needed and obtaining medical insurance. Head Start has 30, 45, and 90-day requirements as part of our performance standards. The information below shows our efforts in meeting these requirements.



Health Services

- 98% of all children had health insurance (either Medicaid or Private) by the end of the year.
- 92% of newly enrolled children received vision, hearing, developmental, nutritional, and behavioral screenings (The remaining 8% dropped before the 45th day).
- 82% of physical exams were completed within 90 days of enrollment for Head Start.
- 71% of dental exams were completed within 90 days of enrollment for Head Start.

Early Head Start Well Child Checks

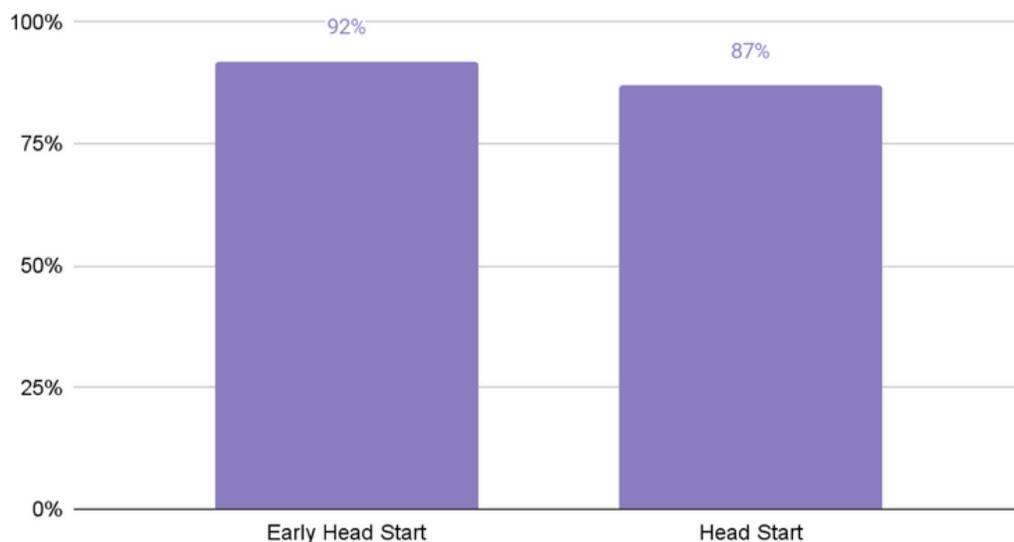


Early Head Start health requirements are different than Head Start requirements because we are required to track well child checks instead of annual physical exams which are completed once a child turns 3 years old.

Well child exams are due at 2 months, 4 months, 6 months, 9 months, 12 months, 18 months, 24 months, and 30 months. That means we are required to obtain 8 exams from doctors or parents for each child. Some doctors in our area do not follow the EPDST schedule for well child exams where they require parents to come in for each exam, or complete the screenings required for each exam (vision, hearing, height for weight, head circumference, etc.). Currently, we have about 21% of our children who are "up-to-date" on their well child exams. Our case notes in Child Plus explain how many times we've asked for WCCs and the status of appointments to tell the story of why we have so many past due or incomplete.

Children's Immunization Status

Percentage of Students whose Immunizations are Up to Date



Last year only 76% of our Early Head Start students were up to date on their immunizations so we have seen a 16% increase. Head Start had a 3% decrease in students who are up to date since the 2021-2022 school year. We have one child from each program that has requested exemption status from the state of New Mexico for immunizations.

Chronic Health Conditions

- 3** Children diagnosed with Autism Spectrum Disorder
- 2** Children received treatment for chronic asthma
- 1** Child received treatment for chronic hearing problems
- 4** Children were diagnosed with life threatening allergies
- 1** Child was diagnosed with seizures
- 1** Child was diagnosed with another health condition

Our community has limited resources for mental health services for children. But fortunately, we partnered with Sierra Blanca Counseling to provide mental health observations for all Head Start and EHS classrooms this year. We also refer families to School Based Health Center and Presbyterian Health Services. 4 Families were referred to an outside agency, and 4 children were referred to our mental health specialist.

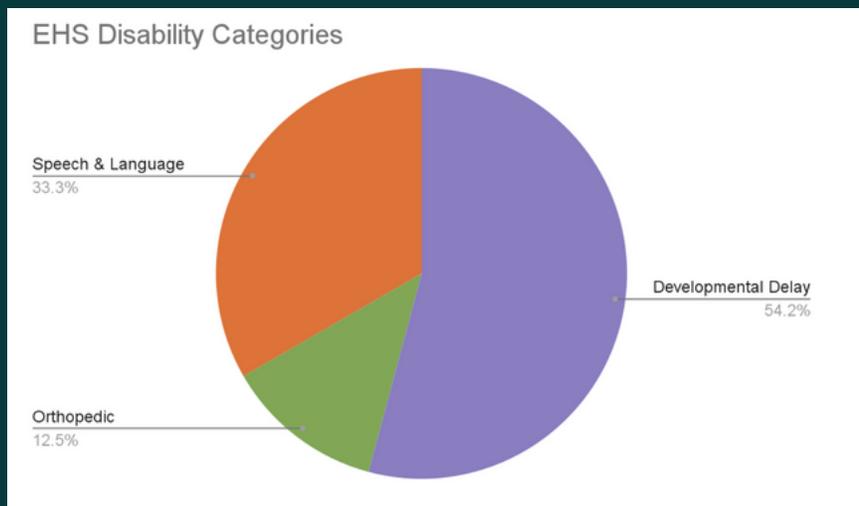


DISABILITIES SERVICES

EARLY HEAD START

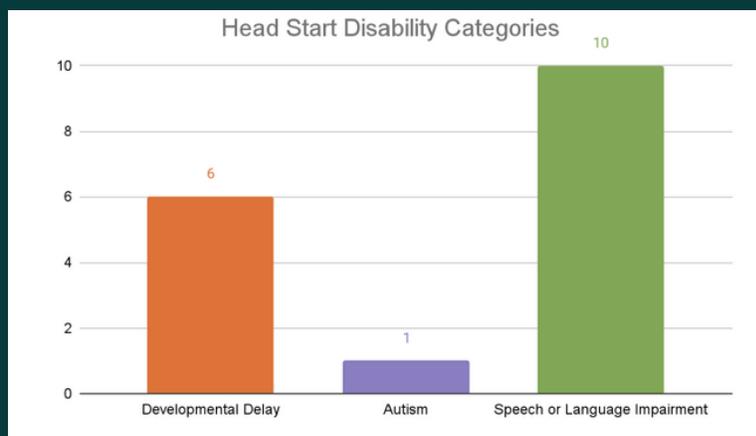
Early Head Start Disabilities Services are provided by Region IX Developmental Services. They are housed in the same building as EHS. We give them referrals and they do the evaluations to determine if the child will qualify for services. Children birth to three are provided an IFSP (Individualized Family Service Plan). When they turn three years old they can transition to Head Start. If they qualify for an IEP (Individualized Education Plan), they are provided Part B services by the school district they reside in.

- 22 Number of children enrolled who have an IFSP at any time during the program year
- 17 Number of children who were determined eligible prior to the program year
- 5 Number of children who were determined eligible during the program year



HEAD START

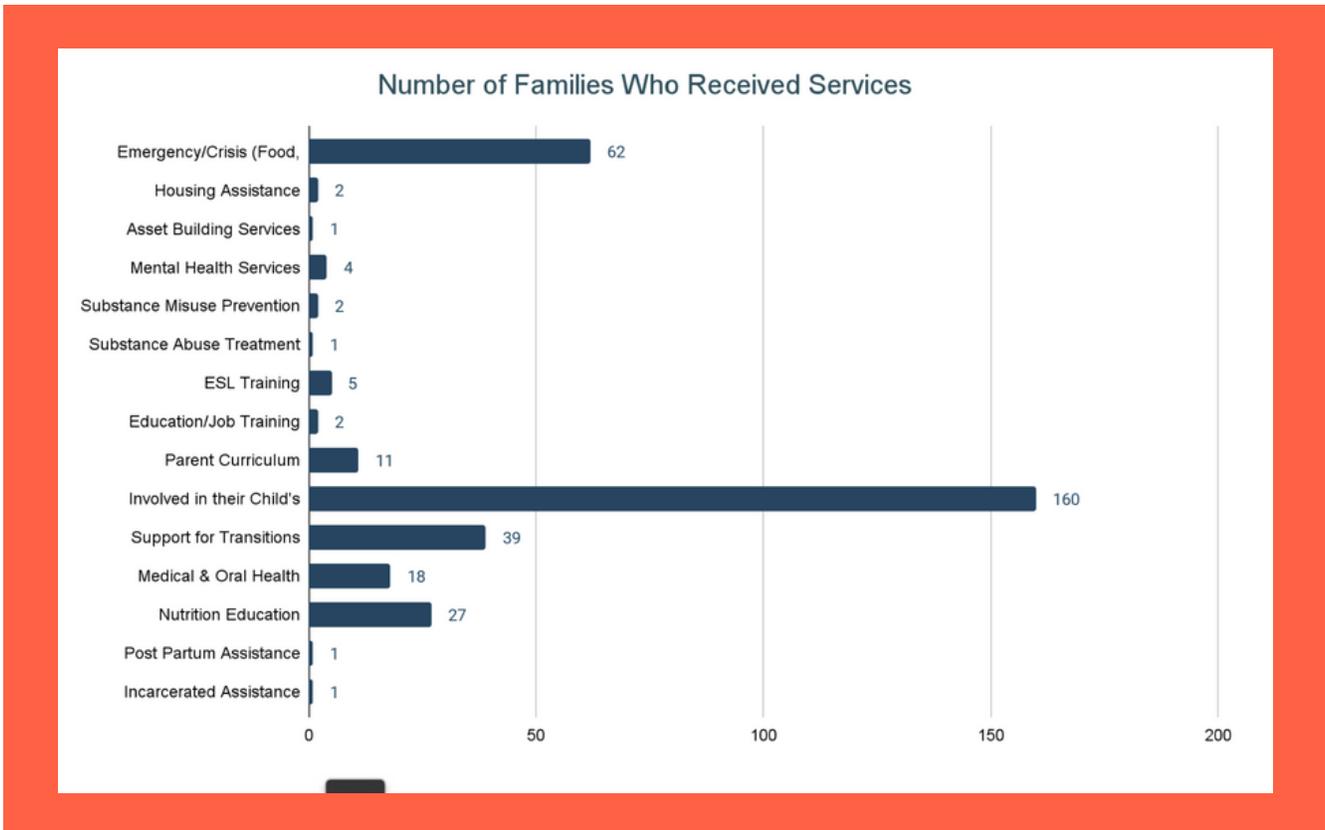
Head Start Disabilities Services are provided by our local LEAs which are the local school districts. When we are concerned about a child's development we have a Child Study Team meeting to discuss observations, data, and information as to why we have concerns. We include the parents in the conversation and determine next steps for each child. Sometimes the next step is referring the child to the school district for evaluation. Once the school district has received the referral they will complete any evaluations and diagnosis for an IEP.



During the program year we referred 4 children for IDEA services (all speech and language). One child has been seen by the district but as of March 2023 there haven't been any EDT meetings to determine eligibility. Six children have open concerns in speech, social-emotional, and behavior.

FAMILY SERVICES

Family Advocates provide assistance to meet the basic, immediate, and specialized needs of our families. They set goals with each family at the beginning of the program year and create action steps for the families to help them reach their goals. Below is a chart to show the types of services families received throughout the program year.



Father Engagement

Father engagement is a requirement of Head Start programs. Father involvement can also include "father figures" like grandparents, uncles, brothers, etc. We gather data on what types of father involvement activities "father figures" are involved in. This year was the first year we were able to provide an in-person father engagement activity since COVID.

NUMBER OF FATHERS/FATHER FIGURES WHO WERE ENGAGED IN ACTIVITIES:

- Family Assessment: 22
- Family Goal Setting: 26
- Home Visits, Parent Teacher Conferences, Volunteering: 58
- Policy Council: 3
- Parenting Education Workshops: 9

CHILD OUTCOMES & SCHOOL READINESS GOALS

Head Start focuses on the areas of the "Head Start Early Learning Outcomes Framework" which includes the following domains: Approaches to Learning, Language & Literacy, Math Cognition, Science Cognition, Communication, Social Emotional, and Physical Development. Both programs use the framework and Teaching Strategies GOLD child outcomes assessment data to develop goals.

We meet with a committee of teachers after each checkpoint period to look at the data for the program and by age group/classroom. We look at the lowest areas under each domain, and the lowest area overall for each program. From that data we determine which areas we want to focus on for school readiness goals. It varies with each program, and with each age group.

The lowest areas for Early Head Start include language, communication, and literacy, math cognition, and physical development. The lowest areas for Head Start are language, communication, and literacy, and math cognition. This information is based on the Fall 2022 checkpoint period. We will meet with our school readiness goal committee to review the Winter checkpoint data to determine if the goals should stay the same (did we reach our goals?) or if should we develop new goals based on the data.

Early Head Start Goals

Birth to 1 Year Old:

- Each child transitioning to the next classroom will be able sign "all done"

1 to 2 Year Olds:

- 85% of the children will be able to use body position, balance, and especially movement to explore and examine materials, activities, and spaces by winter leveling.

2 to 3 Year Olds:

- By the time the child transitions out of the program (at 36 months) they will use simple sentences, such as 3-4 word sentences, to communicate needs and wants.
- 85% of the children will use spatial awareness to understand objects and their movement in space.



Head Start Goals

Language, Communication, and Literacy:

3 Year Old:

- 65% of 3YO will be able to comprehend and respond to books and other text by EOY.

4 Year Old:

- 85% of 4YO will be able to demonstrate phonological awareness and word recognition by EOY.

Cognition: Math

3 Year Old:

- 70% of 3YO will use number concepts and operations by EOY.

4 Year Old:

- 85% of 4YO will use number concepts and operations by EOY.



FINANCIAL OVERVIEW

Region IX Head Start and Early Head Start operate on federal funds. Early Head Start also receives state funding through the Child and Adult Care Food Program which provides both programs with fiscal services, human resource services, payroll services, and technology services. Eight percent of each grant is allocated to Region IX for these services which is called the indirect cost rate. Head Start's fiscal year is January 1 - December 31. Early Head Start's fiscal year is August 1 - July 31. One of our goals is to consolidate these grants so that we have one fiscal year and one grant application instead of two.

On March 11, 2021 President Biden signed the American Rescue Plan Act. These funds could be used to help reach more families, to prepare facilities for in-person comprehensive services, and to support Head Start employees. In April 2021 we received \$190,244 as part of the ARP funding opportunity. These funds can be used for Head Start and Early Head Start services depending on the need. We had two years to spend these funds so they must be expended by March 31, 2023.

In 2022, We received a 2.28% COLA (Cost of Living Adjustment) and Quality Improvement funds for each program. The cost of living adjustment is retroactively paid to employees who left Region IX but worked from January - June. The remaining employees are paid the 2.28% increase from January - December.

Funds Received

HEAD START FY22:

Program Operations	\$1,150,591
T/TA Funds	\$16,175
COLA	\$26,233
Quality Improvement	\$10,000
ARP Funds	\$190,244

EARLY HEAD START FY22:

Program Operations	\$845,956
T/TA Funds	\$18,281
COLA	\$19,288
Quality Improvement	\$10,000
ARP Funds	\$190,244



Conscious Discipline
Workshop, Dallas, TX



Head Start/EHS Alamogordo
Zoo Field Trip

PROPOSED BUDGETS & EXPENSES

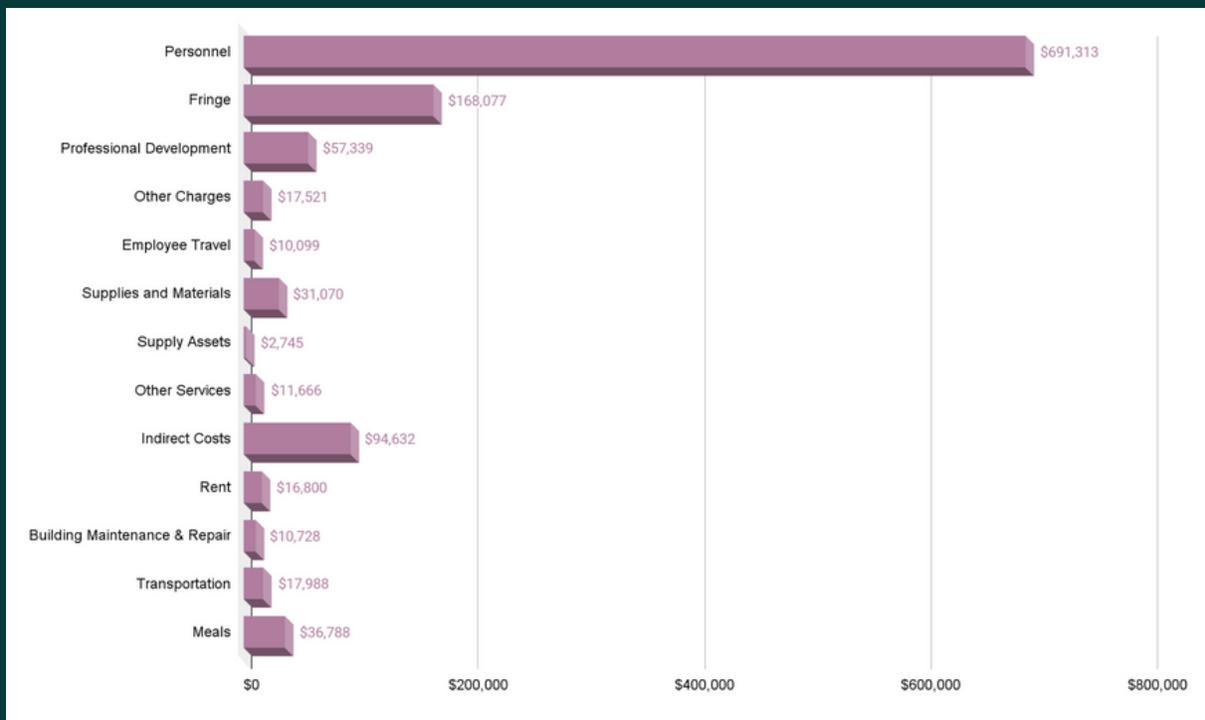
HEAD START PROPOSED OPERATIONAL BUDGET FY22

EXPENDITURE	AMOUNT
Salaries	\$648,178
Fringe	\$209,818
Supplies	\$25,331
Equipment	\$0
Travel	\$6,639
Contractual	\$90,184
Other	\$84,014
Indirect Costs to Region IX	\$86,427
Total	\$1,150,591

HEAD START PROPOSED T/TA BUDGET FY22

EXPENDITURE	AMOUNT
Training and Staff Development	\$16,175
Total	\$16,175

Head Start FY22 Expenses



The FY22 Head Start quality improvement funds were allocated towards the following expenditures:

- Increase hourly wages for Teacher Assistants
- Fringe benefits for increased wages
- Indirect costs for Region IX

The FY22 Head Start COLA funds were allocated towards the following expenditures:

- 2.28% increase towards salaries (\$15,444)
- Fringe benefits
- Substitute costs
- Indirect costs for Region IX

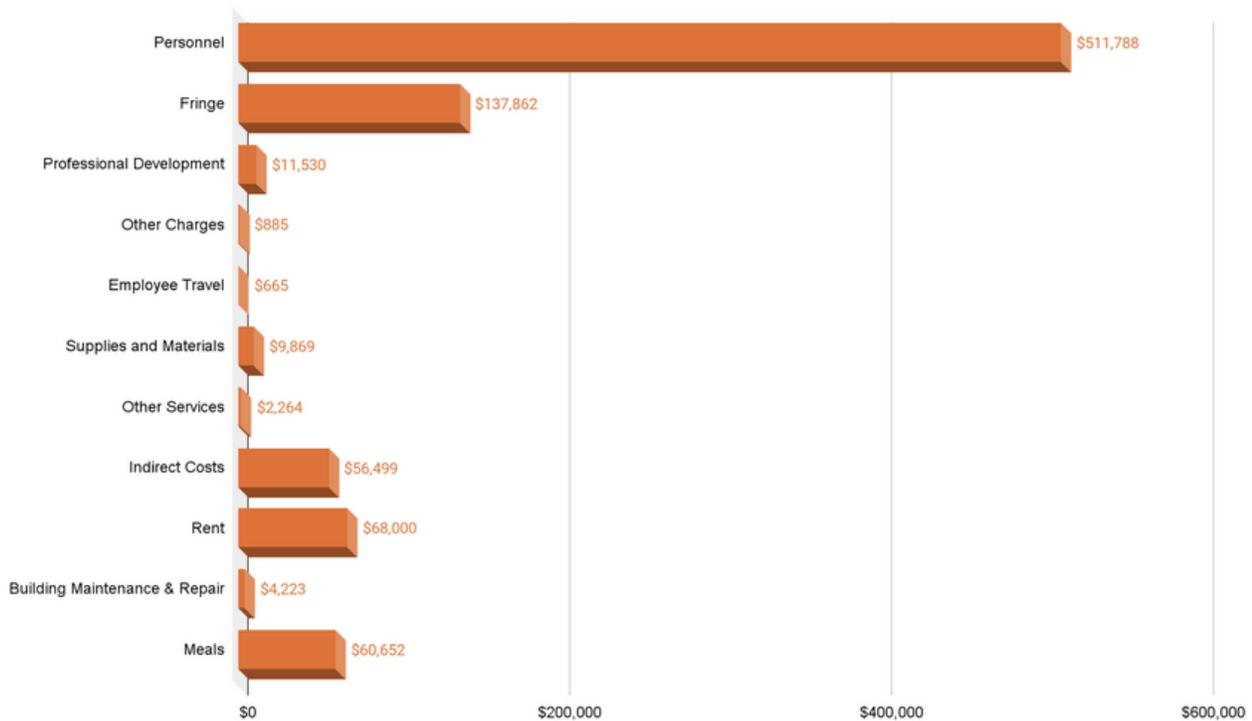
EARLY HEAD START PROPOSED OPERATIONAL BUDGET FY22

EXPENDITURE	AMOUNT
Salaries	\$504,964
Fringe	\$141,186
Supplies	\$10,202
Equipment	\$0
Travel	\$0
Contractual	\$42,406
Other	\$84,535
Indirect Costs to Region IX	\$62,633
Total	\$845,956

EARLY HEAD START PROPOSED T/TA BUDGET FY22

EXPENDITURE	AMOUNT
Travel	\$3,370
Training and Staff Development	\$13,557
Indirect Costs to Region IX	\$1,354
Total	\$18,281

Early Head Start FY22 Expenses



The FY22 Early Head Start quality improvement funds were allocated towards the following expenditures:

- Assistance in increasing wages to ensure all teachers are on the same pay scale
- Fringe benefits for increased wages
- Indirect costs for Region IX

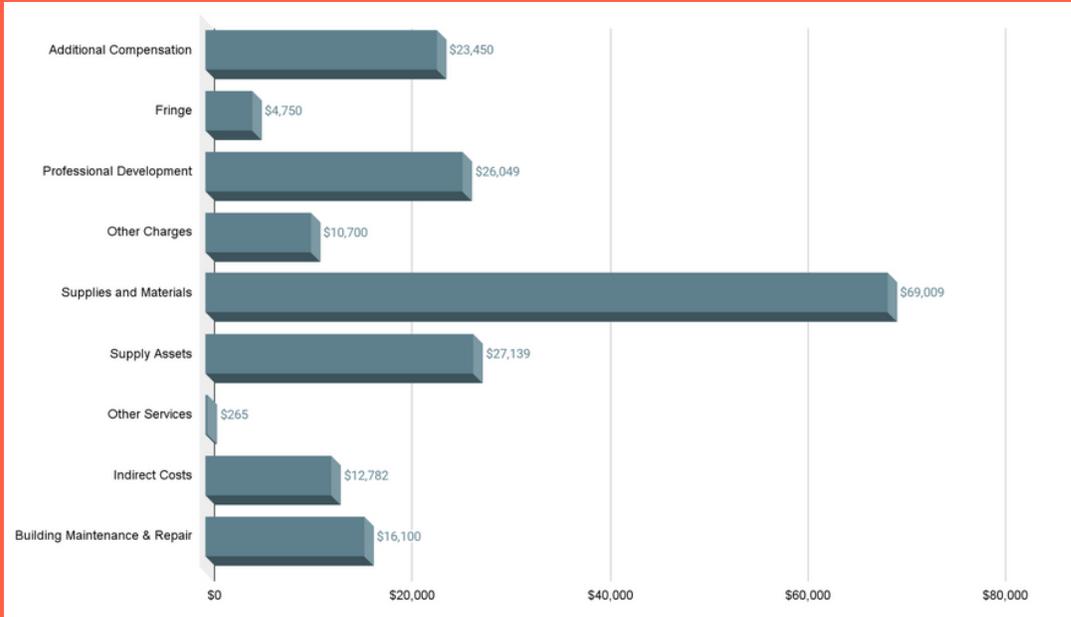
The FY22 Early Head Start COLA funds were allocated towards the following expenditures:

- 2.28% increase towards salaries (\$13,495)
- Fringe benefits
- Indirect costs for Region IX

AMERICAN RESCUE PLAN FUNDS PROPOSED BUDGET

EXPENDITURE	AMOUNT
Personnel	\$30,000
Fringe	\$10,000
Supplies	\$37,829
Equipment	\$64,195
Travel	\$0
Contractual	\$15,000
Other	\$18,000
Indirect Costs to Region IX	\$15,220
Total	\$190,244

American Rescue Plan Expenses



Originally, we proposed to purchase a new bus for Hondo Head Start (\$64,195). Since we will be converting Head Start slots to Early Head Start slots in the near future, we will no longer need a new bus for Hondo. The Director submitted a budget revision to move the funds from equipment to supplies and other (staff training and professional development).



RESULTS OF THE MOST RECENT REVIEW BY THE OFFICE OF HEAD START

In November 2022, The Office of Head Start conducted a Focus Area Two (2) Monitoring Review of our Head Start and Early Head Start programs. On January 13, 2023 we received a summary of the findings and we had two areas of non-compliance and one area of concern which are shown below.

Service Area	Grant Number(s)	Compliance Level	Applicable Standards	Timeframe for Correction
Supporting Teachers in Promoting School Readiness	06CH011308	Area of Concern	1302.91(e)(1)	Follow up with Regional Office for support
Safety Practices	06CH011308 06HP000256	Area of Noncompliance	648A(g)(3)	120 days
Determining, Verifying, and Documenting Eligibility	06CH011308 06HP000256	Area of Noncompliance	1302.12	120 days

Area of Concern

A review of the teacher qualification tracking form found the grant recipient identified 8 of 11 Early Head Start center-based teachers who did not have an Infant/Toddler Child Development Associate (CDA) or comparable credential. All of the teachers had professional development plans (PDPs) outlining a path to a CDA, with completion dates ranging from December 2022 to June 2023. The education manager monitored the PDPs.

Areas of Noncompliance

Safety Practices

The grant recipient did not obtain a criminal record check (CRC) for all staff members prior to hire. A review of the CRC tracking sheets showed the recipient did not obtain CRCs prior to hire for 4 of 7 staff members hired in the last 12 months. The grant recipient did not obtain a CRC for all staff members prior to hire; therefore, it was not in compliance with the regulation.

Determining, Verifying, and Documenting Eligibility

A review of 77 eligibility files found 15 contained inaccurate or missing information. First, seven files contained eligibility errors. The program identified six families as income-eligible; however, a review of documents used to determine eligibility showed each of these families was over-income. Next, five files contained income determinations made using tax forms from years not preceding the calendar year the child was enrolled. Finally, three files did not contain the documents used to determine eligibility. The grant recipient did not correctly verify eligibility or maintain all required documentation; therefore, it was not in compliance with the regulation.

We are working with our T/TA support to complete a corrective action plan for the ERSEA non-compliance. We have already corrected the background check issue by changing our procedure for obtaining a background check before they start the new hire paperwork at Region IX which is ultimately their "hire date".

PARENT, FAMILY & COMMUNITY ENGAGEMENT

We were able to provide parent, family, and community engagement activities in person during the 2022-2023 school year. We hired a new PFCE coordinator in July 2022, and she has added new events to our calendar which have turned out great! We changed our parent curriculum from Circle of Security to Conscious Discipline, and we plan on introducing it in April 2023 through small workshops. We have also decided to record parent trainings and workshops on Zoom so that we can upload the trainings to YouTube and Facebook. Parents and families that cannot attend in person will have access to all the information and training we provide.

PFCE Activities:

- Conscious Discipline Parent Curriculum Workshops
- Home Activity Logs
- Parent Teacher Conferences and Home Visits in Person
- Thanksgiving Baskets
- Angel Tree and Baby Bundles
- Christmas Food Boxes
- Pedestrian Safety
- Child Find Registration and Screenings
- Parent Orientation
- Parent Meetings
- Zoo Field Trip, Research Activity and Zoo Parade
- Fire Prevention with Ruidoso Fire Department
- Pumpkin Decorating Contest & Pumpkin Festival
- Friendship Day
- Multicultural Night
- Drive In Movie
- Shoe and Coat Drive
- Literacy Activity (Dr. Seuss)
- Bird Houses with Dad
- Plant Flowers with Mom
- Nutrition and Dental Training for Parents
- Smokey the Bear Garden Field Trip
- Space Museum Field Trip (Summer School)



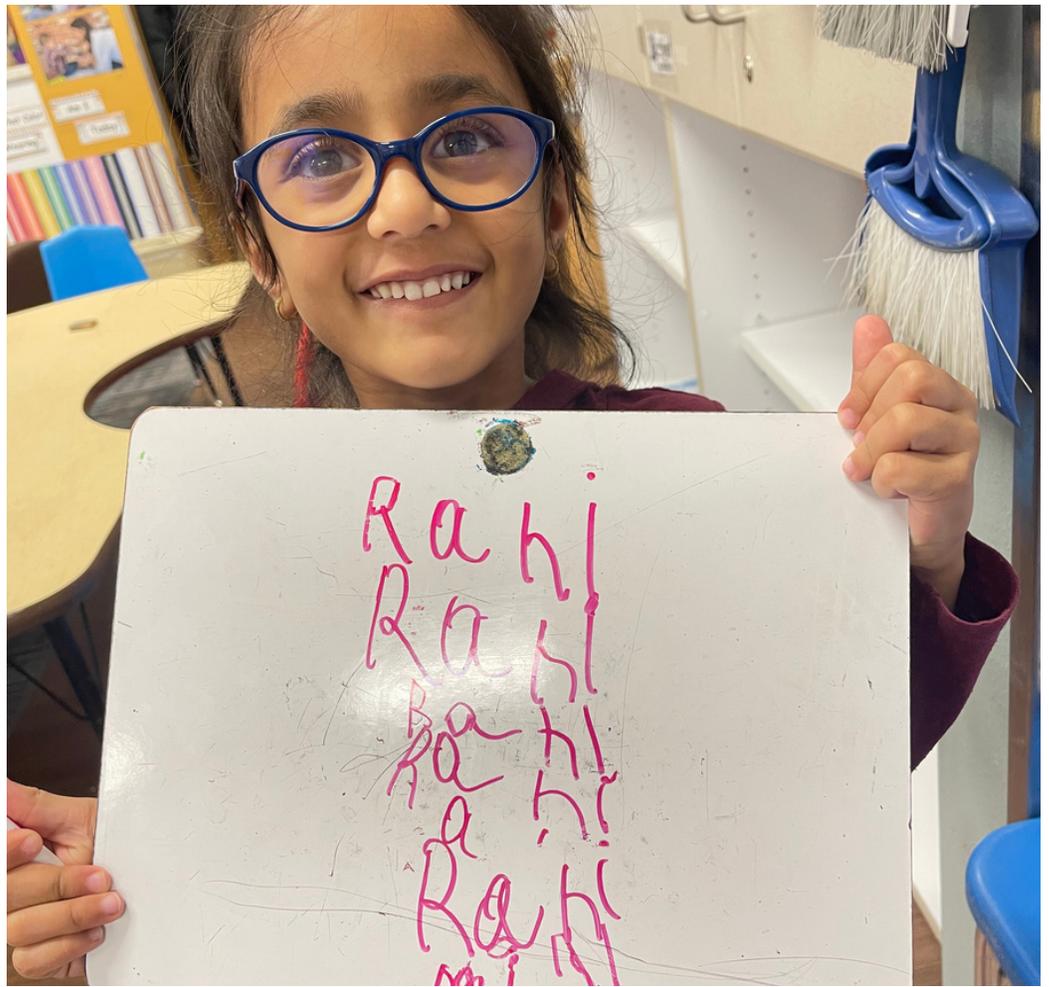
VOLUNTEERS & COMMUNITY PARTNERS

We had over 200 individuals provide volunteer services to the program in during the 22-23 school year. About 75% of these volunteers were current or former Head Start/EHS parents. We continue to have strong partnerships with community agencies who support the Head Start and EHS programs, students, and their families in Lincoln County. Thank you to all the Head Start and EHS staff who help with PFCE events and who help promote parent and family community engagement at home!

- Anytime Fitness
- Roots NM
- Old Barrel Tea Co.
- Walmart
- Episcopal Church
- Klassy Kids
- Capitan School District
- Hondo Valley School District
- Ruidoso School District
- Phyllis Strathmann
- Region IX Education Cooperative
- Albertson's Market
- Lutheran Church
- Queen of Confections
- First Presbyterian Church
- First Baptist Church
- Smokey's Market
- Alamogordo Zoo
- Casa Ideal Realtors (Kellar Williams)
- Ruidoso Fire Department
- Ruidoso Parks and Recreation
- River Crossing Church
- Dominos
- Pizza Hut
- Sierra Blanca Counseling
- R9 School Based Health Center
- 1st Savings Bank
- Ruidoso Radio Stations
- Village of Ruidoso
- Global Nutrition
- ECECD
- WIC
- ENMU-Ruidoso
- Little Ceasars
- PIECE Committee
- R9 Developmental Services
- Calvary Chapel
- Lincoln County Medical Center
- Smokey Bear Garden (Capitan & Ruidoso)
- Alamogordo Space Museum
- Capitan Fire Department
- Ruidoso Public Library



THANK
YOU!



Region IX Head Start

199 W. White Mountain Drive
Ruidoso, NM 88345
(575) 257-5025

Region IX Early Head Start

2710 Sudderth Drive
Ruidoso, NM 88345
(575) 630-0355



www.rec9nm.org