



Annual Report

2010-2011

Head Start/ Early Head Start of Fayette County

A National Center of Excellence



To the faithful parents, Private Industry Council (PIC) Board Members, Policy Council, staff, management, and partners:

On behalf of the executive management of the Private Industry Council of Westmoreland/Fayette, Inc., we would like to express our extreme pride in the accomplishments of the Head Start/Early Head Start program during the program year 2010-2011. The following pages depict the loyal dedication and passion with which you serve in your varied capacities, tirelessly and with conviction for helping prepare the next generation of children for their formal education.

We are pleased to commend our excellent and well-prepared staff who are the catalysts for the recognition that the entire program has received: one of 10 national Centers of Excellence selected by the Office of Head Start. For your commitments to educating, encouraging and empowering families and children in Fayette County, Pennsylvania, we celebrate the past success and encourage strong future endeavors.

I am pleased to have been enveloped into the leadership of PIC and Head Start and look forward to many more program years of increasing support to our community and families.

With warmest regards,

Jacquelyn P. Hoppe

Director, Head Start/Early Head Start

Head Start/ Early Head Start of Fayette County

Annual Report 2010-2011

The Private Industry Council of Westmoreland/Fayette, Inc. (PIC)

The Private Industry Council was awarded the Head Start grant for Fayette County in 1994 and has been responsible for the operation and growth of the Head Start programming since that time. The Private Industry Council is a 501(c)(3) nonprofit organization headquartered in Greensburg, Pennsylvania, that operates employment, education, and training programs in Westmoreland and Fayette Counties in southwestern Pennsylvania. PIC has strategically located offices throughout both Counties to assist children and parents, youth, adults, dislocated workers, and the economically disadvantaged in attaining educational achievement, supporting their family growth, and obtaining and retaining employment. The organization works everyday to achieve its mission of building tomorrow's workforce in southwestern Pennsylvania through early childhood development, employment and training, education, and business services.

PIC operates 24 programs through an organizational structure of three divisions - Early Childhood Development, Education, and Workforce Development. A twelve-member Board of Directors governs PIC. PIC employs 311 full-time and part-time professionals who provide quality services, strive to exceed goals and achieve objectives set forth for each division.

Presently, PIC:

- Administers the Head Start and Early Head Start programs in Fayette County.
- Is a state certified GED test center.
- Operates various in-school and out-of-school youth programs.
- Provides training and education programs through the Education and Technology Institute (ETI), which is a private licensed school.
- Provides job search assistance, labor market information, job listings, and job marketing.
- Provides services in job training, job placement, assessments and career counseling.
- Administers a government procurement assistance program that provides assistance in all phases of the government contracting process.

Both Westmoreland and Fayette Counties strongly rely on PIC's adult literacy and family literacy programs since PIC is, in most cases, the only service provider that offers these programs in the area. The Westmoreland-Fayette Workforce Investment Board has identified PIC as the Title 1 provider of services. PIC is the premier provider of job placement and workforce development in Westmoreland and Fayette Counties. PIC is also the primary provider of the welfare-to-work programs and case management services in both Counties. Additionally, PIC is an operating partner of the Westmoreland, Mon Valley, Alle-Kiski, and Fayette Pennsylvania CareerLink® centers. These are important and unique roles that PIC plays to provide much needed services to the people in Westmoreland and Fayette Counties.

The PIC Mission Statement

Building tomorrow's workforce in southwestern Pennsylvania through early childhood development, employment and training, education, and business services.



We support this mission by

- P**roviding assistance to employers to meet their workforce needs
- I**dentifying and removing employment barriers for individuals and families
- C**ommitting to a holistic approach in education, empowerment, and lifelong learning

Our Vision

Strengthening the economy by improving the quality of life in southwestern Pennsylvania

Head Start Mission Statement

We, at Head Start of Fayette County, are committed to

Educate, Encourage, and Empower

our families and children.



Head Start and Early Head Start

Head Start and Early Head Start of Fayette County are federally funded, comprehensive child development programs designed for low-income families with children from birth to age five and also for pregnant women.

Our Goal

In both Head Start and Early Head Start programs, we are committed to educating, encouraging, and empowering families and their children to become healthy and confident, and better prepared to succeed in life.

With our center-based and home-based services, we promote school readiness and provide guidance in social and cognitive development for children three- to five-years old. Needs and progress are assessed and monitored in the areas of health, education, nutrition, wellness, social, and emotional skills. Ancillary support services are provided as indicated for children and families.

The Early Head Start staff is dedicated to serving families with children from birth to age three and pregnant women - mainly providing services in their homes. We work to promote healthy prenatal outcomes for pregnant women, enhance the development of very young children, and stimulate healthy family relationships.

Services Areas

- Program Design and Management
 - Leadership opportunities for parents and community members
- Family and Community Partnerships
 - Enrollment, Recruitment, Selection, Eligibility, and Attendance [ERSEA]
 - Volunteer Opportunities
- Early Childhood Development
 - Creative Curriculum
 - Transition and Readiness
- Health
 - Disability Services
 - Nutrition

How We Serve

Center-Based

We have 11 sites located throughout Fayette County. Each location has classroom space for our three- to five-year-olds, with age-appropriate room design, developmental toys, and furnishings; as well as, state-of-the-art playground equipment, dedicated transportation, and on-site kitchen facilities. Depending on the time and duration of their class, children who attend class at a Head Start facility will be served a combination of breakfast, lunch, and snack as scheduled. In addition to nutritional meals, free bus transportation is also provided; all of these pre-school activities are designed to prepare children for classroom, meals, activities, and bus rides when they transition into the school setting.

Home-Based

A dedicated Instructor visits weekly in the home with both the parent and the child to complete specific evaluations and to review ways to engage the child in age-appropriate activities for language, gross and fine motor skills, as well as social emotional development.

Comprehensive Service Provider

Head Start works in collaboration with early childhood groups and agencies, such as Family Behavioral Health, Crime Victims, Penn State University, Intermediate Unit, Children and Youth Services, plus local service and faith-based organizations throughout the county to support the needs of the program; as well as to support the needs of individual families. For children who have a daycare or special service relationship, Head Start/Early Head Start staff initiates collaborations and ongoing communication to provide a comprehensive service plan for the family and child.

Who We Serve

- Head Start serves families with children 3 to 5 years of age.
- Families that meet financial guidelines at the poverty level, do not have a home, or have children with known disabilities.
- Early Head Start serves pregnant women, infants, and toddlers 3 years of age and under.
- Children with disabilities or other special needs can receive services in either program.
- Children in childcare can also receive Head Start/Early Head Start services through partnerships with the childcare providers.

We Provide

- highly qualified teachers and staff.
- a program tailored to each child's abilities and goals.
- books and language tools to develop early reading skills.
- opportunity and environment to develop and support strong self-image.
- positive environment and positive behavioral change strategies.
- good, nutritional food choices and an example of healthy eating and living.
- social and emotional guidance.
- instruction for parents and children on nutrition, health, child development, and mental health.
- opportunities for parents and children to have social interaction with others.
- tools for parents to learn to become their children's first teacher.

Head Start then and now...

The National Head Start Program is now 47 years old; it was first funded in 1965 as a summer program by President Lyndon Johnson. The program now provides educational services and family support through 2,000 centers across the United States. Federal oversight is under the U.S. Department of Health and Human Services

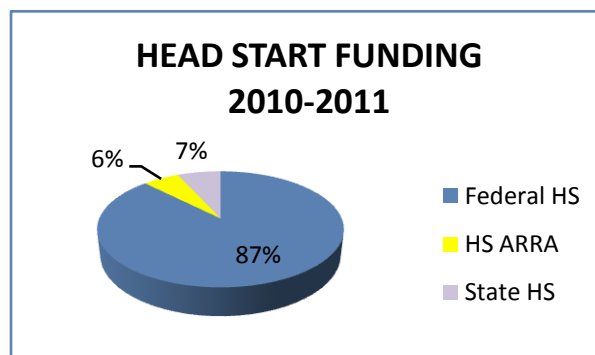
Private Industry Council of Westmoreland/Fayette, Inc.

under the Administration for Children and Families. Each of the Head Start programs is organized into regions by geographic location. Our program is part of Region III which is headquartered in Philadelphia, Pennsylvania.

The program now, as then, provides education, health, social/emotional and family services to at-risk families. In 1994, The Private Industry Council was awarded the Head Start Program grant funding for Fayette County, Pennsylvania, and has provided continuous service to the county since that time. Through federal and state funds, in 2010-2011 the Head Start/ Early Head Start of Fayette County program was awarded funds to provide comprehensive services to 625 children ages three to five, as well as funds to provide services to 270 children birth to age three along with pregnant women and family members of both Head Start and Early Head Start enrollees. These numbers include additional families that were able to be served through the American Recovery and Reinvestment Act (ARRA) funds.

State Head Start funds are an integral part of the services provided to Fayette County residents. They are administered by the Office of Child Development and Early Learning (OCDEL) for the Commonwealth of Pennsylvania. In 2010-2011, we provided services to 55 children through three state-funded classrooms.

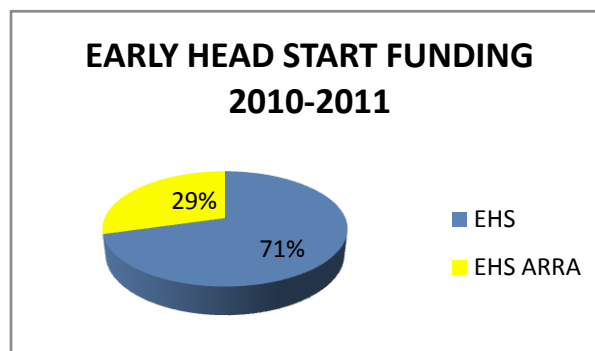
The chart below exemplifies the distribution of grant funding sources that supported the Head Start program.



Early Head Start

Early Head Start (EHS) grant funds were awarded to PIC initially in 1997. In the 2010-2011 program year, the program served 270 families and children birth to age three throughout Fayette County.

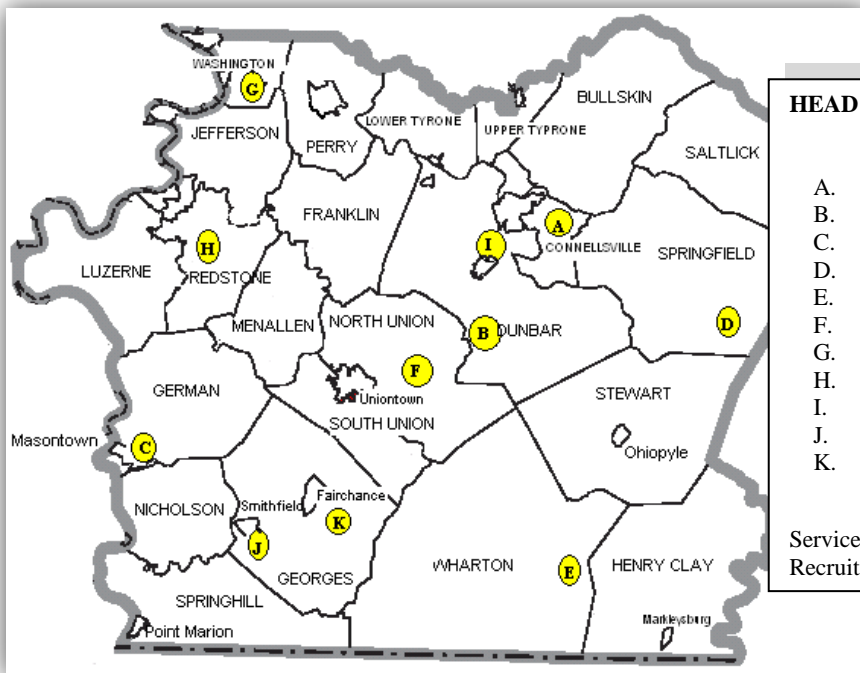
All Early Head Start funding is federally awarded with a portion coming from ARRA. During this program year, EHS services continued to include classroom services at the North Union facility. A total of eight (8) children were serviced under this option. The breakdown of funding is shown below.



Fayette County Head Start/Early Head Start Program Centers, Facilities, Service Areas, and Recruitment Areas

During the 2010-2011 program year, 43.5% of children under 5 eligible have access to publicly funded, quality early childhood programs/services in Fayette County. Of that number, Head Start and Early Head Start served 12% of those children. The following map depicts the center locations and number of children served in each.

2010-2011



HEAD START CENTER	
Site	Number Served
A. Connellsville (3 classrooms)	88
B. Dunbar Borough (1 classroom)	17
C. Masontown (2 classrooms)	40
D. Mill Run (1 classroom)	20
E. Nemacolin (1 classroom)	20
F. North Union (6 classrooms)	148
G. Washington Township (1 classroom)	20
H. Redstone (4 classrooms)	94
I. Route 119 (1 classroom)	33
J. Smithfield (1 classroom)	34
K. Windy Hill (2 classrooms)	38
	<u>552</u>

Service Area: All of Fayette County
Recruitment Area: All of Fayette County

HEAD START HOME BASE	
Area	Number Served
Connellsville	13
Family Intervention Specialist	12
Masontown	12
Mill Run	12
North Union	12
Redstone	12
	<u>73</u>

EHS HOME BASE	
Area	Number Served
Connellsville (6)	72
Masontown (1)	12
Mill Run (1)	12
Nemacolin (1)	12
North Union (5)	59
Redstone (5)	59
Smithfield (2)	24
Windy Hill (1)	12
	<u>262</u>

EHS CENTER	
Area	Number Served
North Union (2)	8

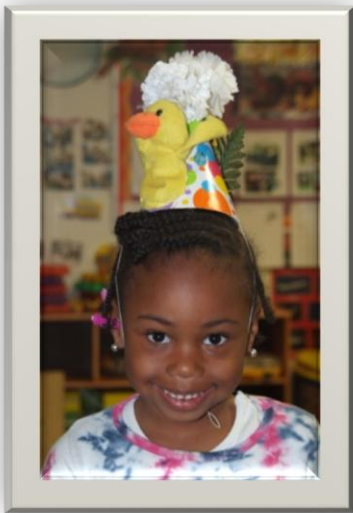
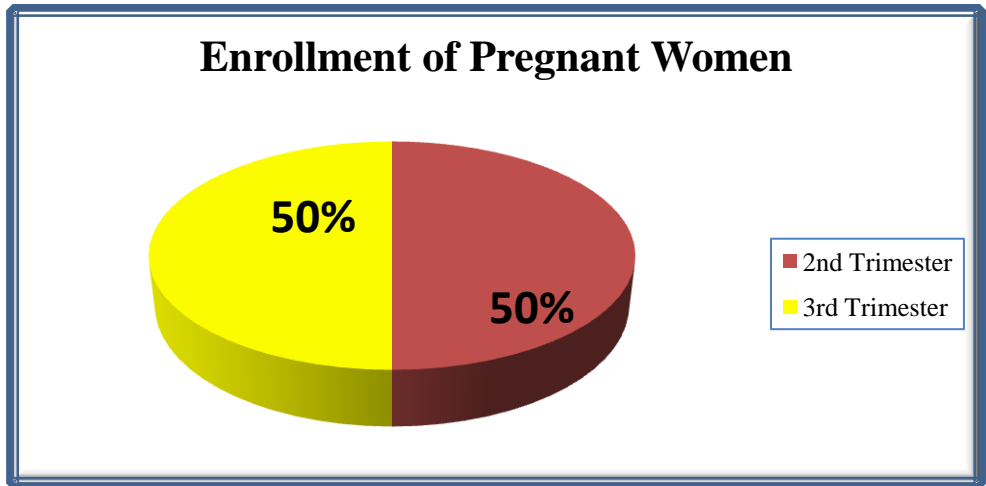
Head Start/Early Head Start Performance Indicators 2010-2011

ENROLLMENT		
	Head Start	Early Head Start
Total number of Children Served	729	362
Total Number Served by Categories		
White	556	269
Black/African American	84	43
Bi-racial or Multi-racial	79	59
American Indian/Alaska Native	2	1
Asian	4	0
Unspecified Other	4	2
Total Number of Homeless Families	22	26
Over Income	9	22
English Language Learners	2	2

HEALTH SERVICES				
	Head Start		Early Head Start	
Total number of Children Served	729		362	
Up to date on Preventive/Primary Health Care	668	92%	323	89%
Completed professional dental exams (preschool only)	597	82%		
Received preventative dental care (preschool only)	729	100%		
Up to date on immunizations	717	98%	360	99%
Funded enrollment reported as children with a disability	142	20%	54	15%

TRANSITION SERVICES		
	Head Start	Early Head Start
Total number of children receiving transition services	320	100
Total Number of Children Transitioned	320	100
Total Number of Children/Families Involved In Kindergarten Visits	320	100
Number of School Districts involved	8	
Number of Schools involved	28	
Number of School Districts partnering in Professional Development	5	

Early Head Start Pregnant Women Services			
Total Number of Pregnant Women	12	Substance	4
Received pre/post natal care	12	Breastfeeding education	12
Mental Health Interventions	2	Fetal development education	12
Dental health	4	High risk pregnancies	1



Program Design and Management

Head Start programming is designed to support the needs of the parents while nurturing the needs, growth and development of the child, and the entire family. We take a holistic approach to providing services to ensure growth and development of the whole child within the parameters of their family and community structure.

To provide leadership development and parent involvement opportunities, the program sponsors a variety of parent led activities. The program receives guidance from the Policy Council, an advisory and oversight group comprised of parents and community representatives. In addition the Private Industry Council Board of Directors also provides guidance and oversight; a Policy Council representative is chosen by vote of the Council to serve as the liaison to the PIC Board of Directors annually.

The following were members of the 2010-2011 Policy Council:

DELEGATES

CONNELLSVILLE/119/DUNBAR

Stacey Whipkey, Chairperson
Jonathan Nesbitt
Tammie Preston
Kathryn Travis

MASONTOWN

Rachel Burnsworth

MILL RUN

Lacie Nichelson

NEMACOLIN

Amy Murray, Treasurer

NORTH UNION

Latoya Perez
William Poole, Jr.
Michele Thompson
William Zinn

WASHINGTON TOWNSHIP

Priti Patel

REDSTONE

Jennifer Havrilesko
Gina Kister
Ivan Smith, Vice Chairperson

SMITHFIELD/WINDY HILL

Diana Higinbotham
Laura Myers, Secretary

COMMUNITY REPRESENTATIVES

Dr. Elwin Dickerson

Janell Harris

Lauren Kelly

Rita Masi

Patricia Mowen

John Rapano

Erica Usher

Program Honors

Center of Excellence: Social Emotional Early Developmental Success Project (COE: SEEDS) – Year One

During the program year, PIC Head Start/Early Head Start was chosen as one of ten nationally recognized Centers of Excellence. As a result of this recognition, a grant for \$200,000 was awarded to Head Start/Early Head Start. A social-emotional skills program was selected as the grant project. The project presented a proposal to begin training, recruiting, and implementing the principles of the Incredible Years (IY) social-emotional program for instructors, supervisors, and parents. With a SEEDS supervisor named, the implementation began.

During the first year of the program, the project was presented to National Head Start in Kansas City; Head Start staff, community partners, and parent groups received IY strategies training; 1000+ newsletters were emailed monthly; SEEDS Facebook page premiered; research phase on the outcomes of training began in conjunction with Penn State; IY was introduced to school districts

CARES (Classroom-Based Approaches and Resources for Emotional and Social Skills Promotion)

As a result of our participation in the CARES Program, two supervisors were awarded full scholarships to the week-long/45 hour Incredible Years training for facilitators in Seattle, Washington. Additional feedback should be provided by the CARES Program during the 2012-2013 program year.

PNC Grow Up Great with Science

In collaboration with California University of Pennsylvania, Friends of Ohiopyle State Park, and Pittsburgh Association for the Education of Young Children (PAEYC), Head Start of Fayette County participated in the second year of a grant through PNC Grow Up Great with Science. Through this grant opportunity, the following activities were completed:

- A steering committee was developed with members from all organizations to provide input on training opportunities for staff, as well as other early learning practitioners.
- Head Start staff participated in four trainings geared toward increasing their skills and abilities to teach science concepts to children ages 3 to 5 in a planned and purposeful way.
- Head Start parents and children were invited to attend two (2) Family Field Trips where parents and children participated in a variety of hands-on science activities. Over 1000 adults and children attended these field trips.
- Head Start staff were trained on and had the opportunity to participate in writing for mini-grants of up to \$250 to assist them with implementing science activities in their classrooms.
- Training was provided through the PAEYC Conference in 2010 for other community early learning practitioners. Head Start staff were also invited to attend this conference.
- PAEYC developed a website for early learning practitioners to share and obtain ideas on science activities.

The PNC Science project was extended for an additional program year; PIC Head Start/Early Head Start was selected with California University to participate in an additional year of funded professional development which will result in sustaining the teaching skills learned through the project.

Head Start/Body Start

The program received grant funding for improving playground space and equipment. The \$5,000 award was used at the Washington Township center to build a viable outside play area for our children in that community. The area was completed for use at the end of the program year.

I Am Moving; I Am Learning (IMIL)

Three Head Start staff members received full scholarships to attend the introductory IMIL module for birth to three as well as an update on the three to five segments.

Early Childhood Education (ECE) Summit and PA Head Start Association (PHSA)

Two management employees were selected to present an original training program entitled "Up, Up and Away" at the 2011 spring PHSA annual meeting. Their participation brought recognition to them and to the PIC Head Start/Early Head Start programs.

Child Plus User Groups

The Information Technology (IT) Department was instrumental in the coordination of a regional Child Plus User Group comprised of technical staff from agencies representing Region III who use the Child Plus software for recordkeeping. From this Group, a Western Pennsylvania User Group was created and is also led by our IT Supervisor.

Triennial Review

During March 2010, our program participated in a Triennial Review. This is the federal process for assuring Head Start programs are offering the best services possible through the systems that are in compliance with the Improving Head Start for School Readiness Act of 2007. A team of eight (8) spent one week reviewing files, reports, systems, and services. They visited with Board and Policy Council members and spoke with parents and staff.

At the culmination of their visit and report to the Office of Head Start, our program received a letter proclaiming a perfect standing.

Enrollment, Recruitment, Selection, Eligibility, and Attendance **(ERSEA)**

The heartbeat of the Head Start/Early Head Start program is the ERSEA process. Through the efforts of recruitment and eligibility assessment, the program meets the regulatory requirements of enrolling children. Enrollment is of paramount importance to the program as we are funded to serve a specific number of children. Head Start/Early Head Start program maintained full enrollment throughout the 2010-2011 program year.

Annually, the selection criteria are reassessed to ensure that the results of the selection process uncover the most at-risk children, as prescribed by the Head Start Act. All updates to the selection criteria are based on regulatory requirements and are subject to the approval of the Policy Council.

Recruitment for the program year was facilitated by staff members and families. In general, the door-to-door solicitation of applications is very effective. Staff members also attended local functions that were scheduled in the communities near our centers. The County Fair in Fayette County has proven to be a strong source of applicants. In total, the recruiting process needs to be dynamic and creative to meet the needs of the communities we serve as they change.

Eligibility for enrollment is based on income performance related to the poverty guidelines. A second factor in determining eligibility is age (children ages 0-3= Early Head Start and 3-5 = Head Start). The following is a graphic depiction of our attendance record for the program year.

2010-2011		
	HEAD START	EARLY HEAD START
September	86.38%	74.12%
October	85.08%	81.99%
November	82.93%	77.24%
December	75.28%	63.56%
January	73.01%	65.89%
February	77.91%	55.17%
March	82.41%	71.74%
April	81.02%	64.84%
May	77.80%	73.89%
June	60.57%	55.37%



Health/Disabilities Services

During the 2010-2011 program year, Head Start and Early Head Start in combination served 196 children with disabilities. This figure represents 18% of the Head Start children served and 15% of the Early Head Start children served, which exceeds the 10% Federal Regulations mandate.

Head Start/Early Head Start Children With Disabilities Program Year (2010-2011)		
	HEAD START	EARLY HEAD START
Number of Children with a Determined Disability	142	54

Diagnosed Disability		
Health Impairment	0	
Emotional/Behavioral Disorder	0	
Speech or Language Impairment	32	22%
Mental Retardation	2	1%
Hearing Impairment including deafness	2	1%
Learning Disability	0	
Orthopedic Impairment	2	1%
Learning Disability	0	
Autism	11	8%
Traumatic Brain Injury	0	
Non-categorical/Developmental Delay	90	64%
Multiple Disabilities, including Deaf/Blind	3	2%

Children with disabilities and their families receive all comprehensive services provided by Head Start/Early Head Start of Fayette County as well as Early Intervention support services individualized for the child’s special needs. Early Intervention services include speech, occupational, and physical therapies to address diagnosed concerns, as well as special instruction for those diagnosed with cognitive delays.

Early Intervention services are provided through Intermediate Unit #1 for children three to school-age and by Fayette County Behavioral Health Administration for children birth to age three.

We have a specially designed classroom for children in collaboration with the Intermediate Unit 1 called the “LEAP” classroom, Learning Experiences-An Alternative Program for Preschoolers and Parent. This option is available to children with an Autism/Pervasive Development Disorder (PDD) diagnosis. Seven children with an Autism/PDD diagnosis are enrolled with typically developing children. Our ECE staff and the IU 1’s teacher and aide receive specialized training and the classroom received and maintains a special certification.

Mental health consultation services are provided through AERI Behavioral Health Services, a mental-health focused program of the Autism Education and Research Institute (AERI). The Family Wellness Consultant observes and provides classroom and home support/training to staff and families. The Family Wellness Consultant addresses parent and staff referrals, referring children and family members for evaluation and/or services as the need is determined. Mental health services can include individual and family counseling, classroom support, and in-home services.

When it is identified that children are receiving services from another agency, Head Start/Early Head Start of Fayette County initiates procedures to receive authorization to obtain pertinent client information and collaborates with the agency to provide the types of services that best meet the needs of the family.

Transition and Readiness

Head Start of Fayette County collaborates with local school districts and early education providers to prepare enrolled Head Start children for kindergarten. Head Start children who will be attending kindergarten in the fall participate in a variety of transition activities in the spring, including field trips to local kindergarten classrooms to meet teachers, principals, and become familiar with indoor and outdoor facilities. Parents are encouraged to attend transition activities, and are offered additional transition information on Head Start field trips and spring parent/teacher conferences.

Head Start assembles an Education Advisory Committee that meets twice a year, and participates in regular monthly LEARN (Local Education and Resource Network) meetings. Head Start management and staff engage with 8 school districts in promoting school age activities in the early learning childhood environment.

Transition activities provided for all families throughout the 2010-2011 program year included:

- Asking parents to sign a permission form to share information with the school district in which their child attends and permission to monitor their child's progress
- Conducting conferences/home visits to discuss transition information such as:
 - Kindergarten registration dates/times
 - Documents necessary for kindergarten registration
 - Transition checklists
- Providing classroom/home based activities that support transition
- Transitioning conferences for children with Individual Education Plans (IEP)
 - Held in February with Intermediate Unit 1, school district representatives, and parents
 - Schedule observations for parents of alternative classrooms
 - Attend school-age MDT/IEP meetings if requested by parent and/or school districts
 - Meet with teacher and other staff as needed regarding child's special needs prior to start of school
- Providing backpacks to transitioning children and families containing:
 - Books for children
 - Resource Pamphlets
 - Transition activity calendars
 - Brochures
- Making the video "Kindergarten, Here I Come" available
- Holding transition meetings with schools and families upon request
- Preparing and distributing "Transition Report Cards"

Private Industry Council of Westmoreland/Fayette, Inc.

To assist in evaluating our work in the area of transition, kindergarten surveys were distributed to all school districts serving our students. This graph reflects the information gathered from the eight school districts within Fayette County, including:

Albert Gallatin	Belle Vernon
Brownsville	Connellsville
Frazier	Laurel Highlands
Southmoreland	Uniontown

There were 236 checklists returned total. The percentages, provided by county-wide kindergarten teachers, are listed below. The percentages indicate the amount of children who are able to complete the objective.

Child in general is prepared for Kindergarten	
* child is able to print name	89%
* child is able to recognize and name some letters & numbers	89%
* child is able to complete simple math activities (counting, sorting, sizing, sequencing, and patterning).	92%
* child is able to follow directions	87%
* child is able to remain on-task in class	77%
* child maintains good attendance	92%
* child is seldom tardy	92%
* child is able to interact appropriately with adults	93%
* child is able to separate easily from parents	96%
Parents/guardian is involved in the child's education	
* parent sends excuse if child is absent	94%
* parent signs off on papers as required	94%
* parents assure homework is completed & returned (meets assignment time frames)	90%
* parent is receptive when teacher discusses concerns (i.e. attends conferences, returns phone calls, answers notes sent home, returns child's work folder)	94%

Family Services/Community Involvement

The Family and Community Partnerships service area provides a vehicle for parents and community to assist in gathering the in-kind match for both Head Start and Early Head Start. In-kind match refers to the cost sharing or matching the value of the third party in-kind contributions and the portion of the costs of a federally assisted project or program not borne by the Federal Government.

Parents and community members are encouraged to participate and volunteer in several areas of the programs. Some types of volunteer activities over the past year include: Idlewild Day; Literacy Nights; Open House events; Head Start 500; Early Head Start Diaper Derby; parent meetings; outings; training attendance; Policy Council attendance; Museum of Art; track and field days; PNC family events and parent orientation sessions.

Additional opportunities for volunteerism were provided to parents throughout the year. They contributed by providing input for menus, attending socials, attending meetings, planning curriculum, making donations for classroom crafts and activities, helping with bulletin boards as well as assisting in the classrooms.

About Our Program Staff

During the 2010-2011 program year, the Private Industry Council employed 172 qualified staff to administer and deliver services in Head Start/Early Head Start of Fayette County. Of the 172 staff members, 134 were Head Start employees and 38 were Early Head Start employees.

All Head Start instructors hold bachelor degrees in Early Childhood Education or related field. Early Head Start home-based family resource specialists hold BA/BS degrees. In addition, all family resource specialists with degrees in a related field are required to complete an infant/toddler child development associate credential or obtain an ECE certificate or degree. Collaborations that began in 2010 continue with local universities and colleges to offer onsite classes

Head Start Classroom teachers with an Early Childhood Education or related degree (AA, BA or graduate):	100%
Head Start Home visitors with an Early Childhood Education or Related degree (BA or graduate):	100%
Head Start Classroom Aides with an Early Childhood Associate Degree, Early Childhood Certificate or Child Development Associate (CDA)	90%
Early Head Start Classroom teachers with an Early Childhood Education or related degree (AA, BA or graduate):	100%
Early Head Start Classroom Aides with an Early Childhood Associate Degree, Early Childhood Certificate or Child Development Associate (CDA)	100%
Early Head Start Home visitors with an Early Childhood Education related degree with CDA, ECE certificate or Associate in Early Childhood Development:	86%

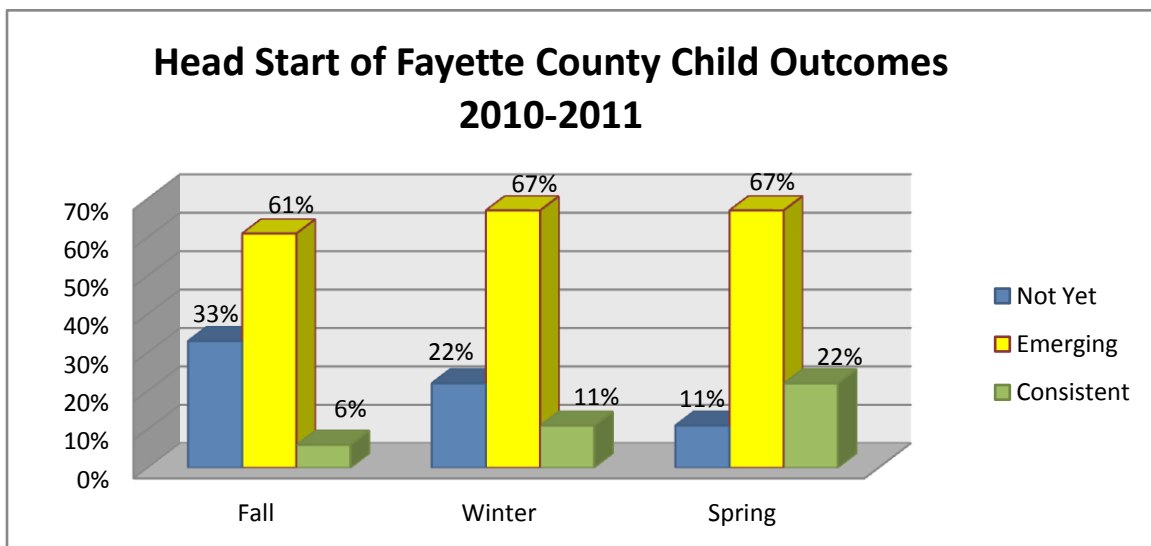
Westmoreland County Community College provided Early Childhood Education classes on site. This agreement offered assistance to our classroom aides in obtaining associate degrees to assure our children/families receive services provided by highly qualified staff. At least one class per semester was offered through August of 2011 to all employees interested in improving their credentials. This professional development, made possible through ARRA funding, was offered in addition to the tuition reimbursement policy already offered through the Private Industry Council.

Examples of additional Professional Development in which both Head Start staff and the school districts partnered during 2010-2011 include:

- Carlow University
- Penn State University (Fayette Campus)
- Teaching Strategies Creative Curriculum and GOLD Assessment
- Incredible Years training

Curriculum/Child Outcomes

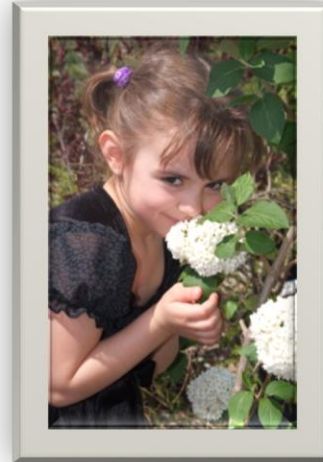
The Head Start program staff currently use the Creative Curriculum Fourth Edition as the curriculum of choice in both the classroom and home-based options of the program. The Creative Curriculum focuses on the social, emotional, and cognitive development of children age three to five. The classroom schedule is designed per the Creative Curriculum guidelines to assure a variety of teacher-directed versus child-directed activities. Also, the curriculum allows for a combination of activities throughout the day including small group, large group, table time, reading time, music time, movement time, gross motor time (indoor and outdoor), and free choice times. This chart shows the progress of children in the Head Start of Fayette County program from fall 2010 to spring 2011 encompassing the eight mandated domains of the child outcomes framework (Language Development, Literacy, Math, Science, Social/Emotional, Approaches to Learning, Physical Health & Development, and Creative Arts). Each column reflects the percentage of targeted skills throughout all the domains according to the skill level of each child as assessed utilizing the Creative Curriculum Continuum which cross references the Head Start Child Outcomes Framework.



The chart shows the percentage of children at each skill level ("Not Yet" which assesses children at three forerunner levels, "Emerging" which assesses children at two different step levels, and "Consistent" which assesses children at a step 3 mastery level) across all eight domain areas. As the chart portrays, children in our program displayed consistent gains from fall to winter and winter to spring, showing an overall decrease in the number of children at the "Not Yet" stage and an overall increase in the number of children at the "Consistent" stage by the end of the program year.

Private Industry Council of Westmoreland/Fayette, Inc.

These outcomes provide evidence that the curriculum (Creative Curriculum) utilized by our program has a significant and positive impact on children's overall development, as well as their readiness for school age transition.



**Head Start/Early Head Start of Fayette County
Budget vs Functional Expenses
August 1, 2010 to July 31, 2011**

	Budget	Head Start	Early Head Start	PA State Head Start	CACFP	Head Start ARRA Expansion	Early Head Start ARRA Expansion	Head Start Body Start	Head Start Cares	PNC Grow Up Great	Total
Wages	4,495,993	2,830,031.15	846,181.56	232,601.32	0.00	191,746.97	351,216.10	0.00	0.00	9,555.26	4,461,332.36
Fringe Benefits	1,486,987	871,375.34	256,279.25	69,188.03	0.00	63,812.70	99,500.83	0.00	0.00	2,640.28	1,362,796.43
Rent	381,715	247,956.26	47,154.26	21,175.00	0.00	23,092.00	22,254.80	0.00	0.00	0.00	361,632.32
Utilities	54,575	69,923.23	13,788.24	8,480.79	0.00	1,442.47	5,733.28	0.00	0.00	0.00	99,368.01
Telephone/Internet	93,111	38,493.03	11,745.78	0.00	0.00	2,471.48	6,847.68	0.00	0.00	0.00	59,557.97
Copying/Printing	13,500	13,627.24	3,621.79	0.00	0.00	814.62	1,633.46	0.00	0.00	0.00	19,697.11
Postage/Shipping	8,300	3,816.48	1,417.80	0.00	0.00	194.64	605.21	0.00	0.00	0.00	6,034.13
General Office Supplies	47,100	79,287.34	31,480.26	4,615.08	0.00	3,397.00	10,721.81	0.00	0.00	0.00	129,501.49
Program Supplies	135,431	83,442.40	24,383.03	5,222.42	0.00	4,349.79	7,381.70	5,000.00	12,626.55	0.00	142,405.89
Insurance	75,502	56,123.10	10,983.72	4,088.38	0.00	4,006.28	4,427.92	0.00	0.00	0.00	79,629.40
Local Travel	294,537	218,661.95	61,087.72	18,609.25	0.00	14,648.03	20,125.91	0.00	0.00	456.24	333,589.10
Staff Professional Development	124,357	54,903.07	51,157.40	2,139.06	0.00	5,610.36	18,580.74	0.00	0.00	0.00	132,390.63
HR/Legal Services	51,700	34,109.11	9,841.21	0.00	0.00	852.99	2,323.16	0.00	0.00	0.00	47,126.47
Audit Services	14,600	5,275.00	1,105.00	0.00	0.00	50.00	600.00	0.00	0.00	0.00	7,030.00
Payroll/Fiscal	39,125	12,906.75	3,558.80	1,944.46	0.00	430.68	1,079.27	0.00	0.00	0.00	19,919.96
Health/Disabilities	41,000	13,871.71	1,991.44	0.00	0.00	42.42	169.63	0.00	0.00	0.00	16,075.20
Food/Nutrition	358,697	87,576.55	3,864.12	10,664.41	276,076.75	2,918.94	3,251.35	0.00	0.00	0.00	384,352.12
One Time Program Funds	12,000	11,445.61	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,445.61
Parent Services	7,500	4,498.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,498.60
Contracted Services	36,826	32,815.30	11,738.58	1,669.36	0.00	732.25	409.09	0.00	2,450.50	0.00	49,815.08
Publications	15,111	3,151.10	1,149.97	743.44	0.00	686.38	2,792.36	0.00	0.00	0.00	8,523.25
Advertising	3,600	317.16	566.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	884.13
Bus	169,426	169,426.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	169,426.00
	7,960,692.57	4,943,033.48	1,393,096.90	381,141.00	276,076.75	321,300.00	559,654.30	5,000.00	15,077.05	12,651.78	7,907,031.26

**Head Start/Early Head Start of Fayette County
Related Functional Expenses
August 1, 2010 to July 31, 2011**

- 56.42% of the expenditures were for wages for management, instructors, instructor aides, bus drivers, family services workers, data operators, health assistants, and clerical support.
- Another 17.24% covered benefits for the staff including FICA, Pension, Unemployment Comp., Worker's Comp., health, dental, vision, life insurance, and disabilities.
- Insurance costs include Building Liability, Property, Bonding, Professional Liability, Vehicle (for 25 buses), Directors and Officers, Children's Injury, and an Umbrella coverage.
- Food/Nutrition costs include providing children breakfast, lunch, and/or a snack. A nutrition consultant provides guidance on menus and specialized menus.
- The Private Industry Council of Westmoreland/Fayette, Inc. receives Federal, State, and Local funds. During the Fiscal Year July 1, 2010 to June 30, 2011 over \$18,000,000 of funds were received and expended. As a result, the PIC is required under OMB Circular A-133 to have a yearly Single Audit completed by an independent auditing firm.
- The CPA Firm of DeBlasio and DeBlasio Associates completed the Single Audit for the period of July 1, 2010 to June 30, 2011. The audit has been reviewed by the PIC Board of Directors and submitted to all of the appropriate funding agencies.
- The audit findings showed no material weaknesses, no significant deficiencies, no non-compliance, and no questioned or disallowed costs.
- The audit is available for review at the PIC Administrative Office, 219 Donohoe Road, Greensburg, PA 15601 Monday through Friday between the hours of 8:00 a.m. to 4:30 p.m.

**Head Start/Early Head Start of Fayette County
Related Revenues/Expenditures
August 1, 2010 to July 31, 2011**

Grant/Source	Funding Source	Time Frame	Grant/Budget Amt.	Actual Expenditures	% of Expenditures
Head Start Base Grant/Training & Technical Assistance	U.S. Dept. of Health & Human Services	August 1, 2010 to July 31, 2011	4,944,740.00	4,943,033.48	99.97%
Early Head Start Base Grant/Training & Technical Assistance	U.S. Dept. of Health & Human Services	August 1, 2010 to July 31, 2011	1,402,399.00	1,393,096.90	99.34%
PA State Head Start	PA Dept. of Education & Public Welfare	July 1, 2010 to June 30, 2011	381,141.00	381,141.00	100.00%
Child and Adult Care Food Program	PA Dept. of Education - Division Food & Nutrition	August 1, 2010 to July 31, 2011	276,076.75	276,076.75	100.00%
Head Start - Body Start		October 1, 2010 to June 30, 2011	5,000.00	5,000.00	100.00%
PNC Grow Up Great	California University - PNC Foundation	June 1, 2010 to April 30, 2011	27,786.00	12,651.78	45.53%
Head Start CARES	U.S. Dept. of Health & Human Services	January 1, 2011 to July 31, 2011	18,032.82	15,077.05	83.61%
Head Start ARRA Expansion	U.S. Dept. of Health & Human Services	September 30, 2010 to September 29, 2011	321,300.00	321,300.00	100.00%
Early Head Start ARRA Expansion	U.S. Dept. of Health & Human Services	September 30, 2010 to September 29, 2011	584,217.00	559,654.30	95.80%
Total			7,960,692.57	7,907,031.26	99.33%

FEDERAL IN-KIND MATCH REQUIREMENT

			Required Match	Actual Match	
Non Federal Match	Local Sources	August 1, 2010 to September 29, 2011	1,813,165.00	1,851,265.02	102.10%

**Head Start/Early Head Start of Fayette County
Related Revenues/Expenditures
August 1, 2010 to July 31, 2011**

- The Fiscal Year for the Private Industry Council of Westmoreland/Fayette, Inc. runs from July 1 to June 30.
- The Program Grant Year for the main Head Start and Early Head Start Programs runs from August 1 to July 31.
- Expenditures and funding for this report are based on the time period of August 1, 2010 to July 31, 2011.
- ARRA Funding through the Stimulus Bill is available for use through September 30, 2011.
- Head Start Cares is part of a demonstration grant for a project: Classroom-based Approaches and Resources for Emotion and Social Skill promotion (CARES).
- PNC Grow Up Great Grant is a foundation grant to utilize science in the Head Start program.
- For Program Year 2010 - 2011, 99.33% of the funds were spent.
- In-Kind Match funds are required. These in-kind contributions come from volunteers, donations of supplies, space, and parents' time.

