

# FAMILY BUILDING BLOCKS

## EARLY HEAD START 2017-18 ANNUAL REPORT

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**Family Building Blocks Early Head Start** is a comprehensive early childhood education program for low-income families with pregnant women and children ages 0 through 2 years. Early Head Start services at Family Building Blocks began July 1, 2010 after Family Building Blocks received a federal grant for Head Start and Early Head Start expansion through the American Reconciliation and Recovery Act.

**Families in Family Building Blocks Early Head Start Program live in Marion County** within the Salem-Keizer School District Elementary Schools. These catchment areas are Auburn, Battlecreek, Bush, Four Corners, Lee, Liberty, McKinley, Mary Eyre, Miller, Morningside, Pringle, Salem Heights, Schirle, Sumpter, Washington, and Wright Elementary Schools.

### **Families in Early Head Start services receive:**

- Child development information
- Child health and developmental screenings
- Parent education and referrals to community resources
- Health education and support to access health services
- Home visits with family support and mentoring to achieve self-sufficiency goals
- Services in their home language whenever possible
- Learning experiences for infants and toddlers in safe, nurturing, and attractive classrooms
- Inclusive services for children with disabilities
- Nutritious, Child and Adult Care Food Program (CACFP)-reimbursable classroom meals
- Parent trainings
- Parent-child playgroups and twice annually Family Nights
- Transportation to classroom services and program events
- Transition planning to Head Start or other preschool-type services
- Parent advocacy training and leadership opportunities
- Children's free clothing closet
- Respite care

### **Numbers Served**

During the school year we were received some temporary founding from MIECHV where we gained 15 slots, putting us at 95 families served. (28 Homebased, 35 MIECHV) When that funding ended we were able to keep our families currently being served. We found that within our current budget we were able to keep those additional families added. As of the end of the 2018 school year, we serve 90 pregnant women and children through the following services:

- 38 slots in our home-based services
- 20 slots in our home-based MIECHV services
- 32 slots in our combination classroom and home-based services

## Between September 1, 2017 and August 31, 2018

- 147 infants and toddlers participated in Early Head Start
- 7 prenatal mothers participated in Early Head Start
- Average monthly enrollment was 79.83 participants, 99.8% of funded enrollment – all vacant slots throughout the year were filled within 30 days of vacancy

## Child Health Outcomes

- 98% of children received a medical exam
- 30% of children received a dental exam

## Our Partners

*Parents are leaders in selecting the learning experiences their family has in Early Head Start*

*Classroom volunteers*

*Home Visits*

*Selecting Child Learning Goals*

*Parent-child interactive playgroups*

*Leadership Training*

*Education*

*Parent trainings*

*Family Nights*

*Family Fest*

*Parent Nights*

## Community Volunteers and Partners

98 volunteers directly supported our program. They included parents, Board members, Policy Council members, high school groups, church groups, business partners, retired nurses, dentists, doctors, and the list goes on. You inspire us!

We could not do this work without our community partners Salem-Keizer Head Start, Community Action Head Start, Willamette Education Services District, Marion County Health Department staff, Marion County Women, Infant and Children Services, and Salem Hospital nurses.

*Thank you!*

## 2017-2018 Early Head Start Program Goals

The Office of Head Start is now issuing grants on a five-year basis. With this process, we were instructed to create goals and associated activities for each year. Below are the overarching goals we set for the next five years:

- FBB will review agency systems for alignment of budget development with community and program needs.
- The agency strategic plan is updated to include an objective that enhances the fiscal stability of the EHS grant.
- Management and Directors continues to participate in community initiatives supporting referral coordination and new recruitment venues for prenatal mothers and children with special needs.

- Additional opportunities for service coordination are solidified with memorandums of Agreement (ex. Special needs infants and toddlers, underserved ethnic communities in the catchment area, and South Salem Pediatric Clinic)

### Results from Year 4 (2018)

- Updated transportation routes to increase bus service in areas with high number of interested/waitlisted families. Have seen an increase in classroom attendance after this shift.
- Continued community partnership through “Family Link” referral system of Marion and Polk Counties for early childhood service to increase recruitment efforts while strengthening our partnerships with other community providers.
- Playgroup attendance has been more consistent and more new families have been attending.
- The agency strategic plan is updated to include an objective that enhances the fiscal stability of the EHS grant.
- Program Budget was made with Policy Council and Board engagement and incorporated into Agency Budget. New Senior Administrator and Controller will help build and monitor budgets.

**Family Building Blocks mission** *is to keep children safe and families together by empowering families to break the intergenerational cycle of abuse. To accomplish this, our Early Head Start program provides early intervention that focuses on building successful and resilient children, strengthening parents, and preserving families through comprehensive and integrated early childhood therapeutic and family support services.*

### Family Building Blocks Strategic Goals

- Mobilize the Board of Directors, volunteers and communities to support at-risk families to reduce child abuse and neglect.
- Design and implement effective support, development and engagement strategies for parents.
- Enhance content, accessibility and effectiveness of current programs by evaluating services and implementing improvements and adding program elements as indicated.
- Establish long-term financial sustainability and growth by developing diverse public and private funding sources and enhance the capacity and effectiveness of the Leadership Team.
- Encourage continuing and new opportunities for individuals, local businesses, and community organizations to support Family Building Blocks. Continue active participation in local collaborative efforts relating to at-risk children and families with children from birth to age five.

### School Readiness

Family Building Blocks’ goal is to support all children to launch a life-long love of learning from a solid base of social-emotional competence. *Individual child learning goals are based on the child’s developmental needs and understood and addressed within the context of family.* Expectations take into account linguistic, developmental, and cultural factors, as well as family stress and trauma.

Early Head Start’s school readiness goals incorporate six domains of learning:

- Approaches to learning
- Language and literacy
- Social-emotional development
- Physical health and motor development
- Logic, reasoning, cognition and general knowledge (including math, science and social sciences)
- Creative arts and expression

Within each domain of development, progress towards specific objectives is tracked for each child using the AEPS developmental assessment tool. Children who appear to be falling below normal developmental milestones are referred for evaluation and follow-up at Willamette Educations School District’s Early Intervention Services. Parents and teachers develop individual learning goals for each child, and identify activities to strengthen progress towards developmental milestones.

### School Readiness Data:

- Below is a table of the children who would be transitioning out of our program at the end of the 2017/2018 school year (as they reach their third birthday). Our goal is to have children complete close to 100% of their goals before they move on to other adventures:

30-36 months’ percentage of goals completion	
Age of Child	% of Goals Completed
1. 30 months	90%
2. 30 months	97%
3. 31 months	96%
4. 31 months	98%
5. 31 months	96%
6. 32 months	98%
7. 32 months	88%
8. 32 months	84%
9. 33 months	88%
10. 33 months	100%
11. 33 months	99%
12. 33 months	100%
13. 33 months	87%
14. 34 months	100%
15. 34 months	91% (diagnosed disability)
16. 34 months	95%(diagnosed disability)
17. 35 months	100%
18. 35 months	99%
19. 35 months	97%
20. 36 months	98%

21. 36 months	98%
22. 36 months	99%
23. 36 months	85%
24. 37 months	100%
25. 38 months	100%

## Transitions to Head Start

39 three-year old EHS children completed the program in 2017-2018 and transitioned to:

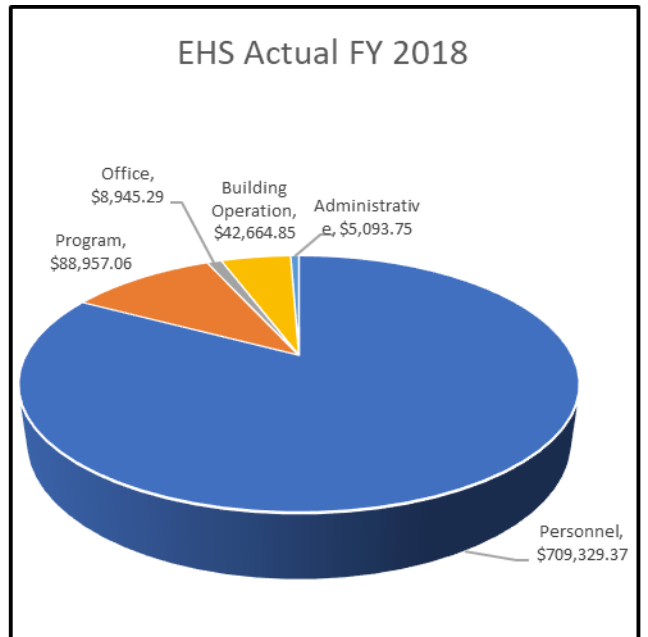
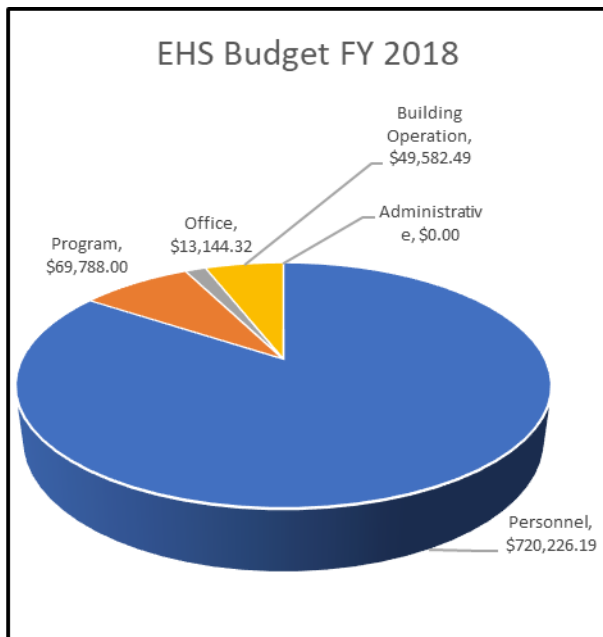
- Salem-Keizer Head Start - 4
- Mid-Willamette Valley Community Action Head Start - 1
- Willamette Education Service District preschool - 1
- Family Building Blocks Relief Nursery preschool - 10
- On a waitlist for a Head Start Program - 8
- A portion of them said they would be applying for a Head Start Program - 9
- The remainder stayed home with their families or moved out of the area - 6

# Financials

## Summary for 2018 (EHS Fiscal Year, January 1 – December 31)

Budget FY 2018	
<b>Revenue</b>	
Early Head Start Grant	\$844,341.00
USDA	\$8,400.00
<b>Total Revenue:</b>	<b>\$852,741.00</b>
<b>Expenses</b>	
Personnel	\$720,226.19
Program	\$69,788.00
Office	\$13,144.32
Building Operation	\$49,582.49
Administrative	\$0.00
<b>Total Expenses:</b>	<b>\$852,741.00</b>
<b>Non-Federal Share:</b>	<b>\$168,868.00</b>
<b>Total EHS Budget:</b>	<b>\$1,021,609.00</b>

Actual FY 2018	
<b>Revenue</b>	
Early Head Start Grant	\$844,341.00
USDA	\$10,649.32
<b>Total Revenue:</b>	<b>\$854,990.32</b>
<b>Expenses</b>	
Personnel	\$709,329.37
Program	\$88,957.06
Office	\$8,945.29
Building Operation	\$42,664.85
Administrative	\$5,093.75
<b>Total Expenses:</b>	<b>\$854,990.32</b>
<b>Non-Federal Share:</b>	<b>\$212,339.58</b>
<b>Total EHS Actual:</b>	<b>\$1,067,329.90</b>



## Budget 2019

<b>Revenue</b>	
Early Head Start	844,341.00
USDA	<u>8,400.00</u>
<b>Total Revenue</b>	<b>852,741.00</b>
<b>Expense</b>	
<u>Personnel</u>	
Salaries & Wages	584,110.40
Payroll Tax	53,738.16
Retirement	2,308.37
Health, Dental, Life	95,157.68
Worker's Comp	2,891.35
Payroll Services	5,841.10
Other Personnel Expenses	<u>1,000.00</u>
Total Personnel	745,047.06
<u>Program</u>	
Professional Development	19,547.00
Travel	8,300.00
Bus/Van	4,980.84
Cellular Services	4,666.67
Curriculum	-
Classroom Furnishings	-
Mental Health Consulting	7,900.00
Contractors	2,000.00
Emergency Care Services	-
Family Events	227.17
Food	201.67
Program Supplies & Materials	1,866.67
Volunteer Expense	<u>-</u>
Total Program	49,690.02
<u>Office</u>	
Copier	1,866.67
Computer Software and Services	2,000.00
Equipment Lease/Purchase	-
Office Furnishings	-
Office Supplies	1,333.33
Postage	733.33
Printing	<u>533.33</u>
Total Office	6,466.66
<u>Operations</u>	
Insurance	6,704.13
Janitorial Services & Supplies	8,800.00
Leased Space	8,488.13
Memberships	3,220.00
Moving Expense	-
Repairs & Maintenance	3,000.00
Taxes & Licenses	225.00
Telecommunication	3,700.00
Utilities	<u>9,000.00</u>
Total Operations	43,137.26
<b>Total Expenses</b>	<b>844,341.00</b>

## Fiscal Audit-Year Ending September 30, 2018

Grove, Mueller and Swank P.C. have audited the financials statements of Family Building Blocks for the year ending September 30, 2018, and have issued a report dated May 23, 2018 which contained an opinion that did not identify material weakness or significant deficiencies.

## Program Monitoring Review

Our current schedule of Federal Review Events is as follows:

**FY 2016                      Environmental Health & Safety**

- Conducted on 10/14/15. Results indicated no area of noncompliance was found.

**FY 2018                      Focus Area 2: Program Design and Management; Education and Child Development; Health; Family and Community Engagement; Fiscal; and Eligibility, Recruitment, Selection, Enrollment, and Attendance**

- Conducted on: 05/14/18 – 05/17/18, one area of noncompliance was found; health. Addressing health status and health needs: program did not effectively implement a system for identifying each child’s health status and health needs.

**FY 2019                      Evaluation & Determination**

## Governance & Oversight

### 2017-18 Early Head Start Policy Council

Maria Isabel Medina Rivera

Florisel Soriano

Teresa Arellano

Margarita Morales

Gladys Janet Vargas Luna

Gonzalo Rosas

Debbie Galvez

Michelle Dow-Grinnell

Heather Hannan

Laura Schifano

Brenda Leivas



## Family Building Blocks Board of Directors\*

Adrienne Fischer

Leslie Dinsdale

Anita Kennedy

Lillian Stanko Kay

Brian Johnston

Levi Herrera-Lopez

Christy Perry

Marni Redding

Conrad Venti

Melanie Ronai

Crecencia Pavon

Mike Blanchard

Danae Johnson

Nancy MacMorris-Adix

Dave Alcorn

Patrice Altenhofen

Deana Freres

Pedro Gomez

Diane McLaran

R. Taylor

Ernesto Toskovic

Rich Schultz

Heather Hawkins

Ross Carey

Jacob Bailey

Sam Skillern III

Jason Herber

Troy Blum

Jeff Moore

Wally Carson

Jerry Moore

Walt Edmonds

Jody Rowell

Wes McWhorter

Leilani Slama

\*Any member who has served from January 1, 2017 – March 16, 2018

**Family Building Blocks & MWVCAA  
2017-2018 Health Services Advisory Committee**

Name	E-Mail	Agency
Andrea Stout	astout@spc.mvipa.org	Salem Pediatrics
Claudia Will	cwill@co.marion.or.us	Marion County Health Dept
Connie Davidson	connie.davidson@mwvcaa.org	CAHS Food Service Specialist
Diane Quiring	dquiring@co.marion.or.us	Marion County WIC Program
Edna Erskine	Edna.Erskine@mwvcaa.org	CAHS Disability Specialist
Erin Boers	eboers@earlylearninghub.org	Early Learning Hub
Eva Pignotti	Eva.pignotti@mwvcaa.org	CAHS Program Director
Christi Bertschi	cbertschi@familybuildingblocks.org	FBB Health services & Home Visiting Manager
Guillermina Ruiz	Guillermina.Ruiz@mwvcaa.org	CAHS Health & Nutrition Advocate
Heather Peasley	hpeasley@familybuildingblocks.org	FBB Operations & Quality Assurance Director
Jane Orłowski	janeorłowski@gmail.com	Retired Nurse
Jeanine Stice, RD	nutritionetc@comcast.net	CAHS Registered Dietitian Consultant
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