



## NAPPR EARLY HEAD START ANNUAL REPORT 2013

### **NAPPR Mission Statement: NAPPR Empowers, Educates and Provides Supportive Services to Build Healthy Native American Children and Families.**

In the fiscal year 1995, the Early Head Start program was established to serve children from birth to three years of age in recognition of the mounting evidence that the earliest years matter a great deal to children's growth and development. Early Head Start (EHS) is a federally funded community-based program for low-income families with infants and toddlers and pregnant women. The EHS program promotes healthy prenatal outcomes for pregnant women, enhances the development of very young children and promotes healthy family functioning.

Under the provisions contained in the *2007 Head Start Act*, Early Head Start and Head Start programs are now required to make available to the public a report published at least once in each fiscal year that discloses the following information from the most recently concluded fiscal year, except that reporting such information shall not reveal personally identifiable information about an individual child, parent or family.

**NAPPR Early Head Start** is more than just an educational system. It is a community service, a community outreach, a social service and an overall comprehensive program to meet the needs of the families we serve and to educate those families in fostering self-sufficiency. We also encourage and promote transitional services and activities to prepare the children and families prior to attending local Head Starts, Child Care, Pre K or public school.

Enrollment is based upon a screening system of awarding points to a set of criteria, centering around different risk factors such as income, unemployment etc. The

NAPPR Early Head Start program serves pregnant women and children up to the age of three years.

Overall, we work as a partner in the community we serve. Interagency agreements are common in the delivery of comprehensive set of services to children and families.

### **Governing Board:**

NAPPR was incorporated as a 501(c) (3) non-profit organization under the leadership of the five original board members. In 2007, with the continued growth of NAPPR, the Board voted to expand its membership from 5 to 9 members. This board is the group that is legally responsible for the overseeing of operations of the Early Head Start program. The NAPPR Early Head Start Policy Council is a group that works in partnership with the grantee, key management staff, and the overall goals of the program.

### **FUNDING:**

Budget Period: January 1-December 31

Program Year: September 2012- August 31 2013

Before sequestration:

FY13: NAPPR Early Head Start received a total of **\$1,012,236**

Allocated as follows:

Early Head Start Program Operations: **\$986,930**

Early Head Start Training and Technical Assistance: **\$25,306**

**SEQUESTRATION:** The President issued a sequestration order on March 1, 2013, reducing all Early Head Start/Head Start budgets by 5% which equals to a reduction in our funds of **\$53,345**

NAPPR Early Head Start received a total of **\$984,197**

Allocated as follows:

Early Head Start Program Operations: **\$958,891**

Early Head Start Training and Technical Assistance: **\$25,306**

**BUDGETARY EXPENDITURES FOR FISCAL YEAR 2012:**

PERSONNEL	\$ 537,079
FRINGE	\$ 152,113
TRAVEL	\$10,880
EQUIPMENT	\$ 0.00
SUPPLIES	\$ 64,080
CONTRACTUAL	\$ 25,633
CONSTRUCTION	\$ 0.00
OTHER	\$ 194,412

**TOTAL NUMBER OF CHILDREN AND FAMILIES SERVED,  
2012-2013 SCHOOL YEAR:**

The NAPPR EHS is funded to serve 72 children.

The NAPPR EHS served 102 children and families

The Early Head Child Care is located at:

5407 and 5409 4<sup>th</sup> Street

Albuquerque, NM 87107

The center has two classrooms and the center has a 2 star rating.

The teachers in both classrooms have an AA or BA/BS in early childhood or a related field.

The NAPPR EHS program is a year round program and follows the NAPPR calendar for holidays.

### **ENROLLMENT, 2012-2013:**

NAPPR EHS Program Year: September 1 thru August 30

Average monthly enrollment was 85%

- 80%            At or below poverty guidelines
- 10%            101% to 130% above poverty guidelines
- 10%            above 130% of poverty guidelines

NAPPR EHS has a waiting list for the center based and home based programs to assure full funded enrollment and ongoing services to as many families as possible. This program attempts to enroll a minimum of 10% of children with disabilities as participants in the Early Head Start program.

### **RESULTS OF THE MOST RECENT FEDERAL REVIEW:**

All Early Head Start programs undergo an extensive Federal Review once every three years. The review focuses primarily on the program's compliance with all applicable federal, state and local requirements. During the month of April 2011, the NAPPR EHS program went through the ARRA Federal Review. The review determined that this was a strong program with no deficiencies. Six changes were required.

1. The NAPPR EHS program had to develop and establish written procurement procedures.
2. The NAPPR EHS program had to ensure that its development and administrative costs include the salaries of the Executive Director and Early Head Start Director.

3. The NAPPR EHS program needed to update their standards of conduct to include; **No child will be left alone or unsupervised while under the care; and they will use positive methods of child guidance and will not engage in corporal punishment, emotional or physical abuse, or humiliation. In addition, they will not employ methods of discipline that involve isolation, the use of food as punishment or reward, or the denial of basic needs.**

4. The NAPPR EHS program needed to provide the governing board or the policy council with monthly credit card reports. 5. The NAPPR EHS program needed to ensure each staff member had a screening for tuberculosis. 6. The NAPPR EHS program needed to enroll 100 percent of its funded enrollment. All findings have been corrected at the follow up visit that occurred in the month of February 2012.

**Note: During the May of 2014 the NAPPR EHS program went through the program's first Triennial Federal Review. The review team did not indicate any major concerns however we have not received a written report to date.**

### **RESULTS OF MOST RECENT FINANCIAL AUDIT:**

NAPPR receives a comprehensive A-133 single audit due to the amount of federal funding received. The most recent financial audit for Native American Professional Parent Resources contained no findings or non-compliances.

### **PERCENTAGE OF ENROLLED CHILDREN THAT RECEIVED MEDICAL AND DENTAL EXAMS IN THE 2012-2013 SCHOOL YEAR:**

100% of children and pregnant women received medical exams

100% of children and pregnant women received dental exams

### **INFORMATION ABOUT PARENT INVOLVEMENT ACTIVITIES, 2012-2013:**

Parents are the most important people in their child's world. Thus, the NAPPR EHS takes an active role in the fostering of parent education and involvement. Our program provides a variety of opportunities for parents to become involved throughout the program year.

Parents are engaged in a parent orientation where they are introduced to the many different opportunities to learn and participate in the program. During the orientation, parents are presented with extensive resources provided in our parent handbook to begin the process of helping families connect with what they need to aid them in the health, safety, education, and empowerment of their family.

Parent involvement occurs most commonly through home visits or as parents spend time in the Early Head Start classrooms. Parents also have the opportunity to be involved in activities such as:

- Parent Committee meetings
- Parent-teacher conferences
- Parent Orientation activities
- Policy council meetings
- Volunteering in various program activities
- Interview teams to hire new staff
- NAPPR EHS Self –Assessment process
- Family Literacy Events
- Socializations
- Family Goal Setting
- Parent Trainings
- Fatherhood activities

## **SCHOOL READINESS**

The NAPPR EHS School Readiness goals are aligned with:

The Head Start Child Development and Early Learning Framework

The New Mexico Early Learning Guidelines

The NAPPR EHS home based program utilizes Parents as Teachers curriculum (PAT), evidence based, and nationally recognized curriculum for our home based option. The PAT curriculum is designed to support a parent's role in promoting school readiness and healthy development of children. The PAT approach is intimate and relationship-based. This curriculum incorporates learning experiences that are relevant and customized for the individual needs of each family and child. As a result, the NAPPR home visitors benefit from our understanding of the evolving needs of today's families and children.

The NAPPR EHS center based option uses the Creative Curriculum. This curriculum is a researched based, nationally recognized curriculum, which outlines goals in the eight domains of learning including:

- Social emotional development
- Approaches to learning
- Literacy
- Language development
- Math
- Science
- Creative arts
- Physical health/development

This curriculum guides the staff in the provision of materials and activities to support these goals in preparing children for school. Experiences are provided in classrooms and homes to meet the child's individual's needs and to stimulate learning in all developmental areas, with strong emphasis on language/cognitive skills, early literacy skills and the development of positive social skills. Health education activities in the curriculum include daily tooth brushing, monthly nutrition activities and other activities designed to encourage development of healthy habits and reduce fear and anxiety related to preventive care exams.

The NAPPR EHS staff utilizes an individualized observation and planning process for each child/family. Staff assess, with the parent, the child's developmental strengths and needs across the eight domains of learning. Information is obtained through informal interviews with the parent, ongoing observations using the Teaching Strategies Gold assessment and the Ages and Stages screening tools. If

applicable, information from a child's Individual Family Service Plan is also used. Information from these sources is then used to individualize experiences and services for the children and families, and to create ongoing plans to address the child's developmental objectives and goals.

The NAPPR EHS program also provides information to parents of children with special needs, such as parent-friendly articles describing the special education process, individualized education plans, parent's rights in special education, and community resources.

Respectively submitted by,

Arra Carbajal

NAPPR EHS Program Director