



*Head Start | Early Head Start
Of Fayette County*

2009-2010

ANNUAL REPORT



A Department Of:

Private
Industry
Council
OF WESTMORELAND/FAYETTE, INC.



MISSION STATEMENT



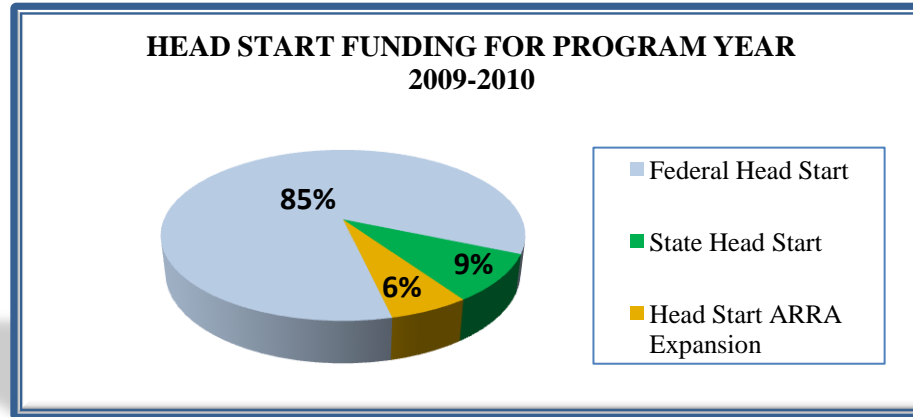
*We, at Head Start of Fayette County, are committed to
Educate, Encourage, and Empower
our families and children.*



What Are Head Start and Early Head Start?

Head Start

First funded in 1965 as a summer program, Head Start offers educational, health, social/emotional and family services to at-risk families. The Private Industry Council has administered the Head Start Program in Fayette County since 1994. Operated by both state and federal funding, the Private Industry Council was mandated to provide comprehensive services to 589 children, ages three to five, and their families throughout Fayette County during the 2009-2010 program year. In addition, 36 additional families were served through the American Recovery and Reinvestment Act (ARRA) funds. The breakdown of funding is shown below.



In Fayette County, Head Start offers center-based, home-based, childcare collaborations, and family intervention services (a specially designed program for children dually enrolled with Head Start and the Intermediate Unit I Child Alert Program). The eleven Head Start/Early Head Start Centers in Fayette County are located in Uniontown, Masontown, Washington Township¹, Smithfield, Republic², Dunbar, Connellsville, Springfield Township³, Farmington⁴, and Fairchance⁵.

¹ Referred to as Perry

² Referred to as Redstone

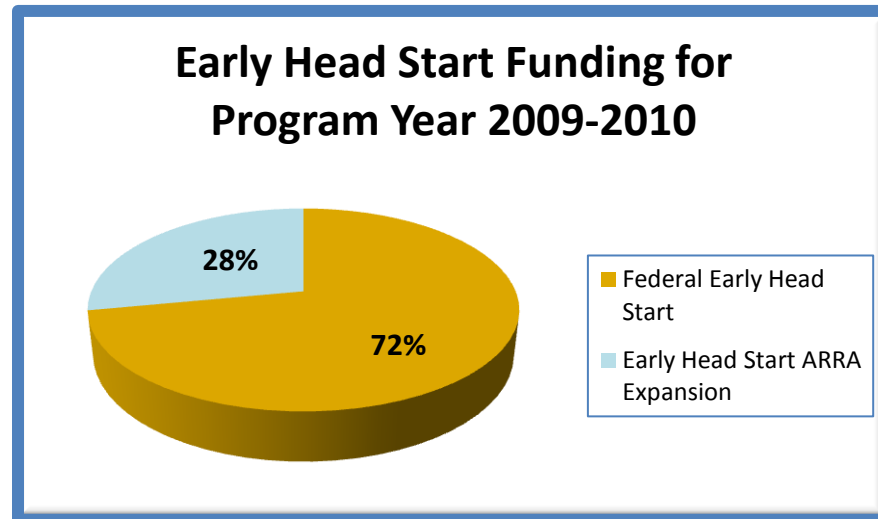
³ Referred to as Mill Run

⁴ Referred to as Nemaquin

⁵ Referred to as Windy Hill

Early Head Start

The Private Industry Council has also administered the Early Head Start program in Fayette County since 1997. During the 2009-2010 program year 270 families were to be served throughout Fayette County. The Fayette County Early Head Start program offers comprehensive home-based services with two monthly socialization experiences for pregnant women and children, birth to three years of age. All Early Head Start funding is federally received with 78 of those children being funded through the ARRA. During this program year, EHS services were extended to include two classrooms at the North Union facility. A total of eight (8) children are serviced under this option. The breakdown of funding is shown below.



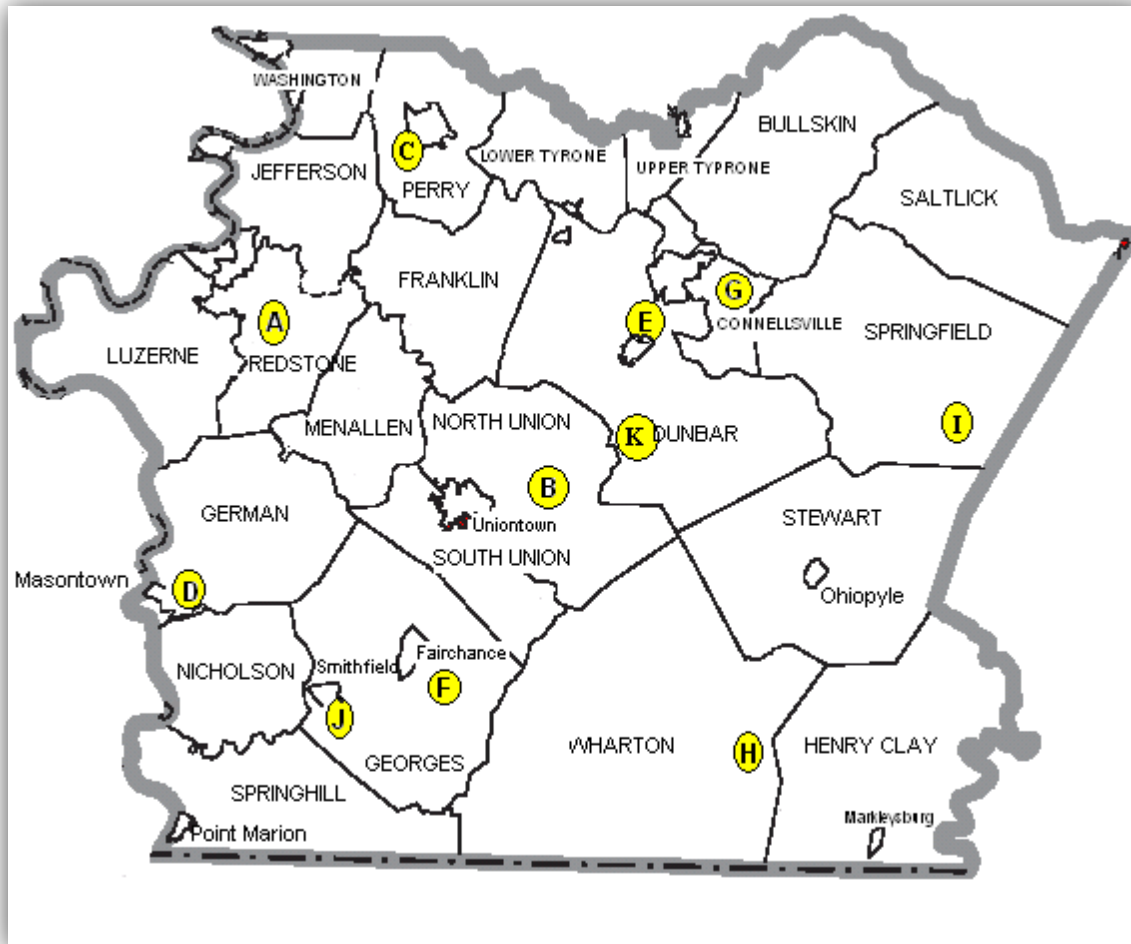
Both the Early Head Start and Head Start programs are comprised of three service areas:

- Program Design and Management
- Family and Community Partnerships
- Early Childhood Development and Health Services

These service areas are the springboard for assuring growth and development of the whole child within the parameters of their family and community structure.

During the 2009-2010 program year, Head Start/Early Head Start of Fayette County served approximately 43% of children under 5 eligible for Head Start or Early Head Start services in Fayette County. The following map depicts the center locations and number of children served in each.

**2009-2010
Fayette County Head Start/Early Head Start Program Centers,
Facilities, Service Area, and Recruitment Area**



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

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

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

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

EHS CENTER		Number Served
<u>Area</u>		
North Union (2)		8

***POLICY COUNCIL MEMBERS
2009-2010 PROGRAM YEAR***

DELEGATES

CONNELLSVILLE/119/DUNBAR

Stacey Whipkey

MASONTOWN

Carol Harris

MILL RUN

Lacie Nichelson, Chairperson

NEMACOLIN

Amy Murray, Treasurer

NORTH UNION

Nicki Ansell, Secretary

PERRY

Ian Captain

REDSTONE

Amanda Brangard

SMITHFIELD/WINDY HILL

Jackie Osgood, Vice Chairperson

**COMMUNITY
REPRESENTATIVES**

Dr. Elwin Dickerson

John Fritts

Rita Masi

Veronica Murray

Erica Usher

Michelle Voithofer

Sarah Weyand

2009 - 2010 Awards and Recognitions

Center of Excellence

In November 2009, Governor Ed Rendell designated the Private Industry Council – Head Start/Early Head Start of Fayette County as a Center of Excellence nominee for the Commonwealth of Pennsylvania; an honor given to just five (5) Head Start programs in Pennsylvania.

The honor was a recognition based upon our “innovative practices in delivering early education services”, as well as the ongoing partnership with the PA Office of Child Development & Early Learning in the required areas for quality improvement, sound partnerships, and comprehensive programming such as participation in the Early Learning Network, staff competency through a focus on credentialing, salaries and other vital support for this work, and participation in collaborative systems oversight through the Early Learning Council and its various committees.

The award permitted our corporation to be eligible to apply for recognition nationally as one of ten (10) Head Start Centers of Excellence.

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.

Additional Grants

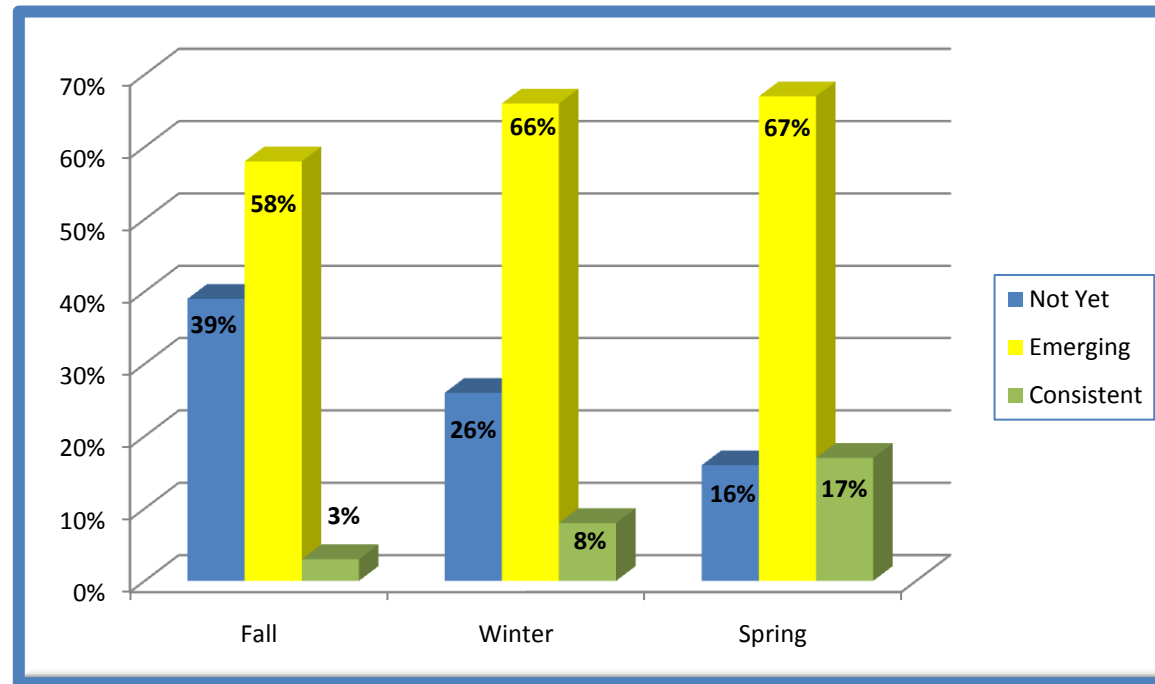
Playground Facility: Head Start Body Start awarded \$5,000 for the Windy Hill site to start building a viable outside play area for our children in that community. To further assist in this project, one-time quality improvement funds of \$12,000 were obtained through the Office of Head Start.

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), the Head Start of Fayette County preschool program 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 three (3) 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 800 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.

Below is a graph which shows the science outcomes from Fall 2009 to Spring 2010 for Head Start preschool children. Currently the PNC Corporation is conducting research on science grant programs across the state. Grant research will be available in funding year 2011.



Head Start Performance Indicators 2009-2010 Program Year

A. ENROLLMENT

Total Number of Children Served:	723
Total Number Served by Race:	
White:	561
Black/African American:	85
Bi-racial or Multi-racial:	73
Unspecified:	4
Total Number of Homeless Families Served:	16
Over Income Enrollment:	0.83%
Total Number of English Language Learners Served:	1

B. HEALTH/DISABILITIES SERVICES

Children up to date on a schedule of Preventative and Primary Health Care:	94%
Children receiving medical treatment for chronic conditions:	100%
Children completing dental exams: (Preschool Only):	87%
Children with up-to-date, or all possible, immunizations:	97%
Children receiving Mental Health Services:	
On-Site:	4%
Outside:	1%
Percentage of Funded Enrollment reported as children with a disability:	17%

C. TRANSITION SERVICES

Total Number of Children Receiving Transition Services:	411
Total Number of Children Transitioned:	411
Total Number of Children/Families Involved In Kindergarten Visits:	378
Total Number of Schools/Districts Involved in Transition Activities:	
Districts:	8
Schools:	28
Total Number of Schools Sharing Professional Development:	5

D. FAMILY SERVICES/COMMUNITY INVOLVEMENT

Total Number of Persons Providing Volunteer Services:	1824
Total Number of Current/Former HS/EHS Parents Volunteering:	648 (35.53%)
Families participating in at least one comprehensive service:	100%

E. ABOUT OUR PROGRAM STAFF

Classroom teachers with an Early Childhood Education or related degree (AA, BA or graduate):	100%
Home visitors with an Early Childhood Education related or Human Development degree:	100%

Early Head Start Performance Indicators 2009-2010 Program Year

A. ENROLLMENT

Total Number of Children & Pregnant Moms Served:	375
Total Number Served by Race:	
White:	293
Black/African American:	32
Bi-racial or Multi-racial:	48
Unspecified:	2
Total Number of Homeless Families Served:	11
Over Income Enrollment:	1.07%
Total Number of English Language Learners Served:	5

B. HEALTH/DISABILITIES SERVICES

Children up to date on a schedule of Preventative and Primary Health Care:	85%
Percentage of Funded Enrollment reported as children with a disability:	13%
Children receiving medical treatment for chronic conditions:	100%
Children with up-to-date, or all possible, immunizations:	93%
Children receiving Mental Health Services:	
On-Site:	2.5%
Outside:	.002%

C. TRANSITION SERVICES

Total Number of Children Receiving Transition Services:	85
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D. FAMILY SERVICES/COMMUNITY INVOLVEMENT

Total Number of Persons Providing Volunteer Services:	737
Total Number of Current/Former HS/EHS Parents Volunteering:	269 (36.50%)
Families participating in at least one comprehensive service:	100%

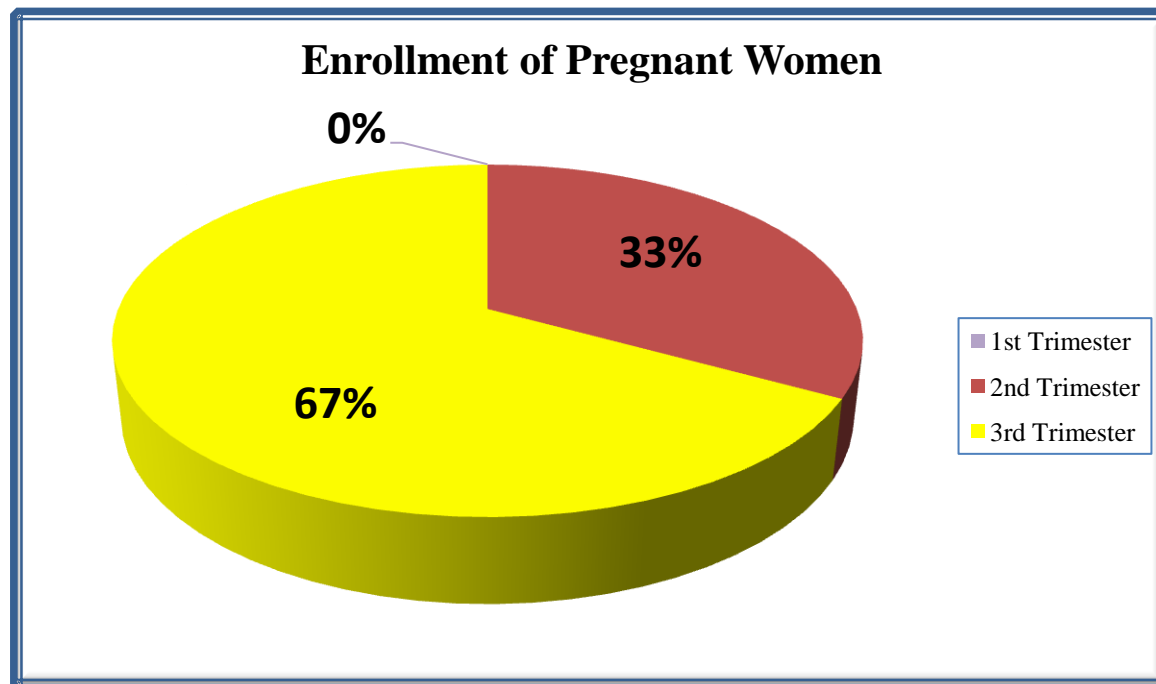
E. ABOUT OUR PROGRAM STAFF

Classroom teachers with an Early Childhood Education or related degree (AA, BA or graduate):	100%
Home visitors with an Early Childhood Education related or Human Development degree with CDA or ECE certificate:	100%



Early Head Start Pregnant Women Services

Total Number of Pregnant Women:	15
Received pre/post natal care:	100%
Mental Health Interventions:	20%
Substance abuse/prevention/treatment:	7%
Breastfeeding education:	100%
Fetal development education:	100%
Dental health:	27%
High risk pregnancies:	47%



A. Enrollment – Recruitment, Selection, Eligibility, Attendance

Head Start/Early Head Start of Fayette County maintained full enrollment throughout the 2009-2010 program year.

Selection of children to enroll was made by way of the selection criterion and attendance policies approved by the Policy Council. The use of this criterion assured the most needy or at-risk children were given the opportunity to participate in Head Start/Early Head Start programming. Points are given for homelessness, a verified disability, foster child, incarcerated or teenage parent, agency referral, and housing concerns.

Recruitment of families continued year-round and occurred through various mediums, including several community sponsored events. Our largest means of recruiting continued to be door-to-door cold canvassing.

Families submitting applications were deemed eligible for Head Start/Early Head Start by two factors: age and income. Head Start/Early Head Start must follow the Poverty Guidelines at 100% to determine a family income eligible. The second factor in determining eligibility is age (children ages 0-3 Early Head Start and 3-5 Head Start).

Grantees are required to take attendance daily. Excuses are collected for days absent from school. The average attendance for 2009-2010 by month appears below. Absences from home visits are also documented.

HEAD START			EARLY HEAD START*		
September 2009	–	87.69%	February 2010	-	66.25%
October 2009	–	88.30%	March 2010	-	66.13%
November 2009	–	81.18%	April 2010	-	75.00%
December 2009	–	78.25%	May 2010	-	61.39%
January 2010	–	74.35%	June 2010	-	75.00%
February 2010	–	78.53%	July 2010	-	65.63%
March 2010	–	81.65%			
April 2010	–	83.09%			
May 2010	–	81.50%			
June 2010	–	68.10%			

*Attendance for EHS reflects the months children were served in the newly opened ARRA funded classrooms.

B. Health/Disabilities Services

Federal Regulations mandate that at least 10% of enrolled children must have a verified disability. During the 2009-2010 program year, Head Start and Early Head Start combined served 168 children with disabilities. This figure represents 15.5% of the total population of children served.

A breakdown of the range of disabilities of Head Start children can be seen in the table below.

Diagnosed Disability	Number Served
Health Impairment	0
Emotional/behavioral disorder	0
Speech or language impairments	35
Mental Retardation	1
Hearing impairment (including deafness)	0
Orthopedic impairment	0
Visual impairment (including blindness)	1
Learning disabilities	0
Autism	10
Traumatic brain injury	0
Non-categorical/developmental delay	72
Multiple disabilities (including deaf-blind)	1

The program provided services to 48 Early Head Start children last year with a wide range of disabilities from autism to mild developmental delays. EHS children are determined to have a disability and eligible to receive Early Intervention Services if they exhibit a significant delay in one or more areas of development through assessment or informal clinical opinion. The 48 EHS children received the following services, noting that children may qualify to receive more than one Early Intervention service.

Services	Number Served
Speech/language therapy	37
Special Instruction	31
Occupational therapy	6
Physical therapy	13
Hearing support	2

C. Transition Services

Head Start of Fayette County collaborates with local school districts and early education providers to prepare 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.

Additionally, Head Start has joined forces with the Fayette County Community Engagement Group (CEG) and the Albert Gallatin School District to develop and implement a model transition plan. This plan, “PIT STOP” (Partners in Transition – Students, Teachers, Our Community, Principals, Parents), was put into action to identify best practices in the transition from early childhood to the school age setting. In strengthening their collaboration with Head Start, the Brownsville School District has invited Head Start instructors to their teacher in-service meetings. Both parties have discussed best practices and ways to strengthen the collaboration for school success for those children transitioning from Head Start to kindergarten.

Examples of Professional Development in which both Head Start staff and the school districts partnered during 2009-10 include:

- Education Advisory
- CEG
- School Age Activities at Wharton Elementary (Uniontown), Albert Gallatin, and Connellsville School Districts
- Fay-Penn Economic Development Council sponsored transition meetings and planning activities

Transition activities provided for all families throughout the 2009-2010 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
 - 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 school-age teacher and other staff as needed regarding child’s special needs prior to start of school
- Providing backpacks to transitioning children and families loaded with:
 - Books for children
 - 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”

To assist in evaluating our work in the area of transition, Kindergarten surveys were distributed to all school districts serving our students. Of the 302 surveys sent, 185 were returned with all 8 school districts participating. The table below reflects the results tracked.

TOPIC SURVEYED	POSITIVE RESPONSES
Child is able to print name	153 or 82%
Child is able to recognize and name some letters & numbers	161 or 87%
Child is able to complete simple math activities	164 or 88%
Child is able to follow directions	151 or 82%
Child is able to remain on task in class	132 or 71%
Child maintains good attendance	173 or 93%
Child is seldom tardy	167 or 90%
Child is able to interact appropriately with adults	166 or 90%
Child is able to separate easily from parents	177 or 96%
Parent sends excuse if the child is absent	159 or 86%
Parent signs off on papers as required	172 or 93%
Parents assure homework is completed & returned (meets assignment time frames)	161 or 87%
Parent is receptive when teacher discusses concerns	172 or 93%

The percentages on this chart reflect positive progress in preparing and transitioning both children and families into school age programs.

D. Family Services/Community Involvement

The Family and Community Partnerships (FCP) 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. Listed below are the activities held over the 2009-2010 program year and the attendance:

<u>Head Start</u>		<u>EHS (including pregnant women)</u>	
HS 500	381	HS 500	9
Museum of Art	396	Museum of Art	35
Family Activity Calendar	498	Family Activity Calendar	193
Parent Meeting	103	Parent Meeting	31
Policy Council	26	Policy Council	16
Literacy/Open House Event	423	Literacy/Open House Event	44
PNC Grow Up Great with Science		PNC Grow Up Great with Science	
Family Event/Munch, Mingle, Move	93	Family Event/Munch, Mingle, Move	75
Health Activity - I CAN	47	Health Activity - I CAN	45
PNC Grow Up Great with Science	480		
At-home Activity	294		

Head Start and Early Head Start

FCP/ECD Advisory Meeting	21
Health Advisory Meeting	27

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: participation in Munch, Mingle and Move; Literacy Nights; Open House events; Head Start 500; Early Head Start Diaper Derby; parent meetings, field trips; attending training; and parent orientation sessions.

Additional opportunities for volunteerism were provided throughout the year by providing input for menus, attending socials, attending meetings, planning curriculum, and assisting in the classrooms.

E. About Our Program Staff

During the 2009-2010 program year, the Private Industry Council employed 167 qualified staff to administer and deliver services in Head Start/Early Head Start of Fayette County. Of the 167 staff members, 141 were Head Start employees and 26 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, when degrees were in a related field, the family resource specialists were required to complete an infant/toddler child development associate credential. Early Childhood certification and master level onsite classes were offered in the summer and fall of 2010 through agreements with local universities and colleges.

Beginning in July, Private Industry Council entered into an agreement with Westmoreland County Community College to provide associate level 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. Seventeen (17) staff members participated in the July classes. 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 2009-2010 include:

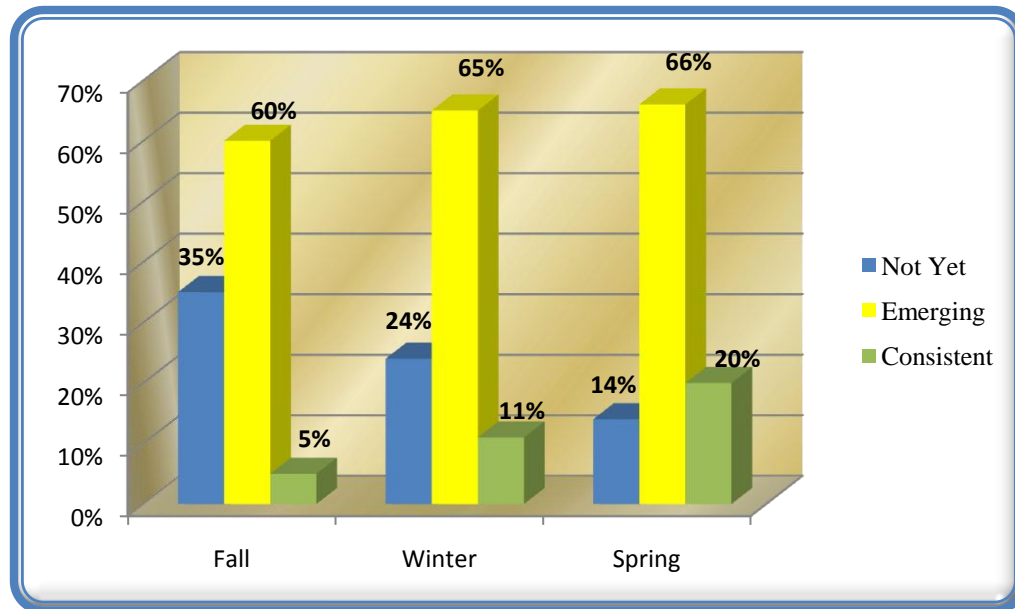
- Fay-Penn sponsored meetings and planning sessions
- Education Advisory
- CEG
- School Age Activities at Wharton Elementary (Uniontown), Albert Gallatin and Connellsville School Districts



F. 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 ages 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.

Head Start of Fayette County Child Outcomes 2009-2010



This chart shows the progress of children in the Head Start of Fayette County program from fall 2009 to spring 2010 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.

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

Financials

Head Start/Early Head Start of Fayette County Budget vs Functional Expenses August 1, 2009 to July 31, 2010

	<u>Budget</u>	<u>Head Start</u>	<u>Early Head Start</u>	<u>PA State Head Start</u>	<u>CACFP</u>	<u>Head Start ARRA Expansion</u>	<u>Early Head Start ARRA Expansion</u>	<u>Head Start ARRA COLA</u>	<u>Head Start ARRA Quality</u>	<u>Early Head Start ARRA COLA</u>	<u>Early Head Start ARRA Quality</u>	<u>Head Start Body Start</u>	<u>Head Start Cares</u>	<u>PNC Grow Up Great</u>	<u>Total</u>
Wages	4,373,115	2,686,688.98	850,269.27	154,051.32	0.00	157,462.39	203,385.51	50,777.52	54,432.91	16,343.73	22,105.00	0.00	0.00	3,094.60	4,198,611.23
Fringe Benefits	1,610,441	811,782.60	248,654.54	45,942.75	0.00	35,612.35	43,270.48	8,255.98	78,365.16	4,071.93	25,001.36	0.00	0.00	236.70	1,301,193.85
Rent	370,586	267,030.98	52,740.94	15,400.00	0.00	23,211.43	17,659.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	376,043.15
Utilities	82,831	80,722.94	16,518.69	4,500.43	0.00	1,406.82	5,631.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	108,780.85
Telephone/Internet	56,618	41,408.60	9,353.99	1,479.75	0.00	726.71	3,558.87	0.00	0.00	0.00	0.00	0.00	0.00	0.00	56,527.92
Copying/Printing	28,800	14,345.02	3,104.97	414.69	0.00	403.79	688.53	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18,957.00
Postage/Shipping	8,344	4,728.90	1,360.77	170.57	0.00	145.47	228.81	0.00	0.00	0.00	0.00	0.00	3.20	0.00	6,637.72
General Office Supplies	38,510	55,697.89	32,959.38	3,046.14	0.00	6,893.44	23,088.18	338.21	0.00	191.20	0.00	0.00	0.00	0.00	122,214.44
Program Supplies	228,291	56,612.22	32,110.36	2,700.01	0.00	59,027.00	79,226.31	26,219.36	0.00	3,384.01	0.00	4,995.00	5,965.90	441.57	270,681.74
Insurance	86,222	49,002.38	12,476.64	5,152.08	0.00	1,695.80	4,399.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	72,726.40
Local Travel	160,776	75,907.51	43,286.69	1,517.90	0.00	3,282.36	8,914.78	0.00	0.00	0.00	0.00	0.00	35.00	0.00	132,944.24
Staff Professional Development	239,852	74,361.99	30,816.44	2,107.93	0.00	9,871.51	44,331.73	8.93	89,792.27	19.13	56,654.64	0.00	3,507.07	0.00	311,471.64
HR/Legal Services	49,900	41,444.62	7,529.64	786.64	0.00	1,034.24	2,246.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	53,041.39
Audit Services	13,100	4,800.00	695.00	475.00	0.00	225.00	275.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,470.00
Payroll/Fiscal	17,630	15,417.96	3,562.17	351.62	0.00	262.66	392.15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19,986.56
Health/Disabilities	38,137	11,671.13	2,140.62	0.00	0.00	732.50	13.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14,557.30
Food/Nutrition	327,732	76,761.42	2,791.91	8,691.84	256,458.51	7,780.94	2,833.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	355,318.20
Transportation	101,418	161,710.08	16,872.87	8,096.03	0.00	5,164.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	191,843.75
Parent Services	7,500	8,423.28	0.00	0.00	0.00	0.00	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,423.28
Contracted Services	115,896	36,649.41	9,990.78	1,687.33	0.00	5,865.93	3,478.91	0.00	9.66	0.00	0.00	0.00	20,607.50	0.00	78,289.52
Publications	17,000	19,688.76	1,128.68	319.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	21,137.28
Advertising	1,700	0.00	0.00	815.13	0.00	0.00	1,582.42	0.00	0.00	0.00	0.00	0.00	1,267.67	0.00	3,665.22
Stipends	15,080	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Bus	156,000	318,862.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	318,862.00
Field Trips		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,206.01	8,206.01
Total	8,145,478.51	4,913,718.67	1,378,364.35	257,707.00	256,458.51	320,805.11	447,205.83	85,600.00	222,600.00	24,010.00	103,761.00	4,995.00	31,386.34	11,978.88	8,058,590.69

**Head Start/Early Head Start of Fayette County
Budget vs Functional Expenses
August 1, 2009 to July 31, 2010**

- 52.10% of the expenditures were for wages for management, instructors, instructor aides, bus drivers, family services workers, data operators, health assistants, and clerical support.
- Another 16.15% 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 21 buses), Directors and Officers, Children's Injury, and an Umbrella coverage.
- Staff Training/Professional Development category had \$148,475 that rolled into Program Year 2009 -2010 under the ARRA Stimulus Grants for college courses for Head Start/Early Head Start Education Staff.
- 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, 2009 to June 30, 2010 over \$16,000,000 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, 2009 to June 30, 2010. 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, 2009 to July 31, 2010**

<u>Grant/Source</u>	<u>Funding Source</u>	<u>Time Frame</u>	<u>Grant/Budget Amt.</u>	<u>Actual Expenditures</u>	<u>% of Expenditures</u>
Head Start Base Grant/Training & Technical Assistance	U.S. Dept. of Health & Human Services	August 1 2009 to July 31, 2010	4,914,093.00	4,913,718.67	99.99%
Early Head Start Base Grant/Training & Technical Assistance	U.S. Dept. of Health & Human Services	August 1 2009 to July 31, 2010	1,381,401.00	1,378,364.35	99.78%
PA State Head Start	PA Dept. of Education & Public Welfare	July 1, 2009 to June 30, 2010	257,707.00	257,707.00	100.00%
Child and Adult Care Food Program	PA Dept. of Education – Division Food & Nutrition	August 1 2009 to July 31, 2010	256,458.51	256,458.51	100.00%
Head Start - Body Start		October 1, 2009 to June 30, 2010	4,995.00	4,995.00	100.00%
PNC Grow Up Great	PNC Bank Foundation	July 1, 2009 to June 30, 2010	37,786.00	11,978.88	31.70%
Head Start CARES	U.S. Dept. of Health & Human Services	June 1, 2009 to December 31, 2010	47,105.00	31,386.34	66.63%
Head Start ARRA Expansion	U.S. Dept. of Health & Human Services	September 30, 2009 to September 29, 2010	322,575.00	320,805.11	99.45%
Early Head Start ARRA Expansion	U.S. Dept. of Health & Human Services	November 1, 2009 to September 29, 2010	487,387.00	447,205.83	91.76%
ARRA Head Start COLA	U.S. Dept. of Health & Human Services	June 1, 2009 to September 30, 2011	85,600.00	85,600.00	100.00%
ARRA Head Start Quality Improvement	U.S. Dept. of Health & Human Services	June 1, 2009 to September 30, 2011	222,600.00	222,600.00	100.00%
ARRA Early Head Start COLA	U.S. Dept. of Health & Human Services	June 1, 2009 to September 30, 2011	24,010.00	24,010.00	100.00%
ARRA Early Head Start Quality Improvement	U.S. Dept. of Health & Human Services	June 1, 2009 to September 30, 2011	103,761.00	103,761.00	100.00%
Total			8,145,478.51	8,058,590.69	98.93%

FEDERAL IN-KIND MATCH REQUIREMENT

			<u>Required Match</u>	<u>Actual Match</u>	
Non Federal Match	Local Sources	August 1, 2009 to September 29, 2010	1,885,357.00	2,553,840.81	151.76%

**Head Start/Early Head Start of Fayette County
Related Revenues/Expenditures
August 1, 2009 to July 31, 2010**

- 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, 2009 to July 31, 2010.
- ARRA Funding through the Stimulus Bill began on June 1, 2009. These funds were available for use through September 30, 2011. This funding was used to provide a temporary Cost of Living increase, cover a portion of health costs for employees, and provide educational training to staff to meet instructor and instructor aide standards.
- 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 2009-2010, 98.93% 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.

