

Transition Resources Corporation

Empowering Individuals, Improving Communities



TRC HEAD START PROGRAM

ANNUAL REPORT 2014-2015



Nature Based Playground at TRC Muncie Head Start with Ball State University Architectural Students.

Photo Courtesy of Pam Harwood, Ball State University Architectural Professor

Transition Resources Corporation State Office

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Pendleton, IN 46064

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www.transitionresources.org



TRC Head Start 2014-2015

Program Description

TRC Head Start provides services to children with a focus on language, literacy, social emotional development, cognitive skills and fine and gross motor development as it relates to school readiness. We support and believe that parents are the first and most important teachers of their children. Staff work closely with parents teaching them how to observe their children so they are able to understand their child's development. Together in partnership with parents, we strive to ensure that every child is prepared for kindergarten and has a foundation for lifelong success.

TRC Head Start 2014-2015 Service Levels

Early Head Start 0 – 3 years old

Service	Total Children
Home-based program option (children and/or pregnant women)	86
Center-based program option (M-F, 6 hrs./day)	40
Total Early Head Start	126

Head Start 3 – 5 years old

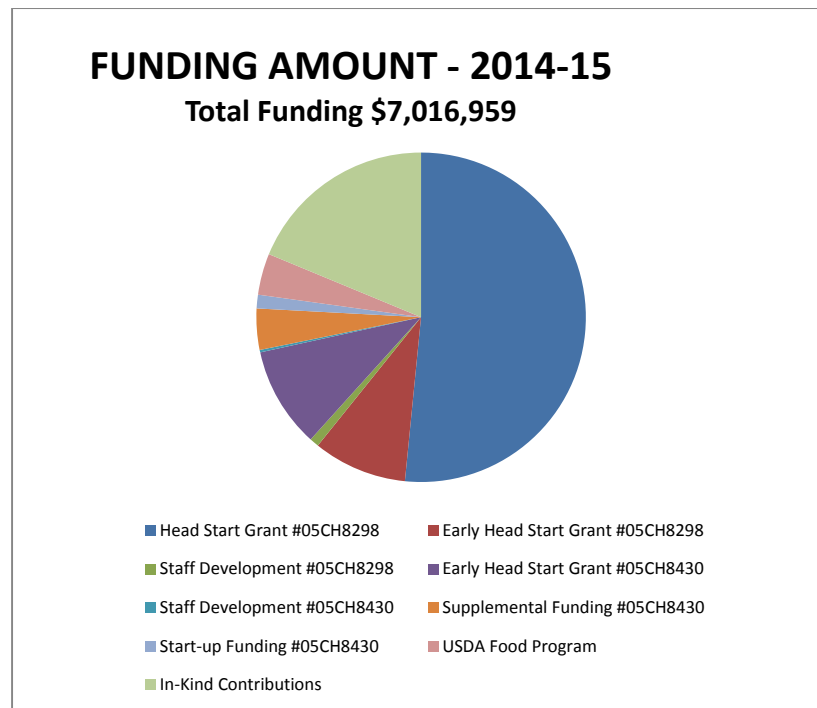
Service	Total Children
Center-based program option (Mon. – Thurs., 4 hrs./day)	541
Total Head Start	541

Total Children Served - 667

TRC Head Start Funding Landscape Program Year 2014-2015

Funding for the most recent concluded Program Year (July 1, 2014 – June 30, 2015). The programs were sustained by public and private funding sources.

FUNDING SOURCE	FUNDING AMOUNT
Head Start Grant #05CH8298	\$3,618,619
Early Head Start Grant #05CH8298	\$646,355
Staff Development	\$64,434
Sub Total	\$4,329,408
Early Head Start Grant #05CH8430	\$693,158
Staff Development	\$17,107
Supplemental Funding	\$283,545
Start-up Funding	\$93,135
Sub Total	\$1,086,945
USDA Food Program	\$284,893
In-Kind Contributions	\$1,315,713
Sub Total	\$1,600,606
TOTAL FUNDING	\$7,016,959



Budgets & Expenditures

July 1, 2014 – June 30, 2015

Category	RHS Budget Grant #05CH8298	RHS Expense Grant #05CH8298	EHS Budget Grant #05CH8430	EHS Expense Grant #05CH8430
Personnel	\$2,127,961	\$2,095,806	\$466,045	\$348,119
Fringe Benefits	\$1,032,777	\$1,020,847	\$237,773	\$173,560
Travel	\$71,380	\$51,031	\$11,888	\$8,491
Equipment	\$4,000	\$3,069	\$ - 0 -	\$10,587
Supplies	\$133,877	\$130,002	\$80,510	\$56,290
Construction	\$29,840	\$69,722	\$200	\$145,409
Other	\$565,600	\$598,959	\$210,162	\$127,148
Indirect	\$363,973	\$359,373	\$80,367	\$60,253
TOTAL	\$4,329,408	\$4,328,809	\$1,086,945	\$929,857

Notes: The most recent concluded program year for each budget is presented.

USDA funding covered all costs of the programs food and a portion of the Non-Food Supplies.

Results of Most Recent Review & the Financial Audit

Telamon Corporation's and its subsidiaries most recent audit was of and for the year ended September 30, 2014. The audit was conducted by the independent audit firm of Cherry Bekaert CPAs and Advisors.

The audit firm audited the consolidated financial statements of Telamon Corporation and subsidiaries ("the Organization") which comprise the consolidated statement of financial position as of September 30, 2014, and the related consolidated statements of activities and changes in net assets, cash flows and functional expenses for the year then ended, and the related notes to the consolidated financial statements.

It is the opinion of the audit firm that the consolidated financial statements referred to above present fairly, in all material respects, the financial position of the Organization as of September 30, 2014, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

TRC Head Start Parent Involvement

TRC welcomes all parents to the Head Start sites and in the classrooms. They are encouraged to participate in their children's education as well as volunteer for the program. There are a variety of opportunities to become involved in the Head Start program such as: parent meetings, trainings, helping in the classroom, working in the office or kitchen, event planning and committee work and serving on the Policy Council. Parents are also encouraged to spend time in the classroom, assist with field trips and work on special projects. This past year TRC Head Start work with over 2,300 volunteers

TRC staff shares community resource information with families to encourage self-reliance and autonomy which gives parents a sense of empowerment. One critical factor of parent involvement is to assist parents in becoming positive role models for their children. As parents gain skills and experience successes they impact their child's academic success, as well as their child's sense of self.

Family Partnership Agreements

Family Service staff work closely with each family to set Specific, Measurable, Attainable, Realistic and Timely (S.M.A.R.T.) goals as part of the family's partnership agreement. Staff assists parents in planning steps to meet each goal. Staff reviews goals with families on an on-going basis providing encouragement and resources that assist them with goal achievement. Family goals are updated and revised as they move forward. Common family goals include: GED attainment, strengthening parenting skills, community involvement and volunteering, enrolling in college or vocational skills training, learning English and employment.



Parent/Family Statistics

Families report the following concerns impacting their day-to-day lives:

- Employment
- Shortage of financial resources
- Lack of transportation
- Quality, affordable childcare
- Stress of meeting their family's everyday needs



Family Service staff help families to prioritize their needs and work with them to problem solve ways of resolving the challenges. As necessary and appropriate, the staff refers them to local agencies to assist with their needs.

Health and Nutrition

A priority for TRC’s Health Service staff is connecting families to health services. The goal is for each family to identify and secure a medical and dental home. This is critical for the health and well-being of each child, and the family unit as a whole. If a child is experiencing health and/or nutrition issues, it significantly influences his/her ability to learn. One of the goals of the TRC Head Start Program is to ensure that each enrolled child is healthy and ready to learn. TRC staff work with parents to ensure that vision and hearing screenings, lead testing, physicals and dental checkups are all accomplished and any identified need for treatment occurs.



Meeting the nutritional needs of children and families is important. Child menus are developed in consultation with a registered dietician and a physician when needed. Parents provide input on the food options for children at each Center. Nutrition education for parents and children is a key component of the program. Head Start emphasizes family style dining as a key component in the program, as well as encouraging parents to also engage in this dining experience as well. Sitting around the table together during a meal and having meaningful interactions is critically important for the development and social experiences of children.

Percentage of Children Receiving Medical and Dental Exams

	Head Start Grant #05CH8298	EHS Grant #05CH8298	EHS Grant #05CH8430
Percentage of all children who are up-to-date on a schedule of age appropriate preventive and primary health care, according to the relevant state's EPSDT schedule for well child care	83.5%	83.7%	86.8%
Percentage of children who received preventive dental care	94.7%	97.5%	86.8%

Educational Growth and Development

The TRC Head Start Program utilizes the Creative Curriculum for Preschool and the Creative Curriculum for Infants, Toddlers and Two's and the Teaching Strategies GOLD Assessment System. The GOLD assessment measures each child's developmental progress 3 times during the year for children 3-5 years of age and 4 times during the year for Early Head Start children ages birth to the age of three. The purpose of the assessment cycle is to measure the developmental progress of each child to determine growth throughout the program year. This information also assists the teaching staff to individualize teaching strategies for each child.



The Creative Curriculum and the GOLD assessment system are aligned with the Head Start Early Learning Framework. Eleven domains are measured:

Social/Emotional Development

Language Development

Literacy Knowledge and Skills

Logic and Reasoning

Mathematics Knowledge and Skills

Social Studies Knowledge and Skills

Creative Arts Expression

Physical Development and Health

English Language Development

Science Knowledge and Skills

Approaches to Learning

The development of our teachers and all staff is vital to the success of our program. Each employee works with his/her supervisor to create a professional development plan. The TRC Head Start Program commits significant resources to the training and education of our staff.

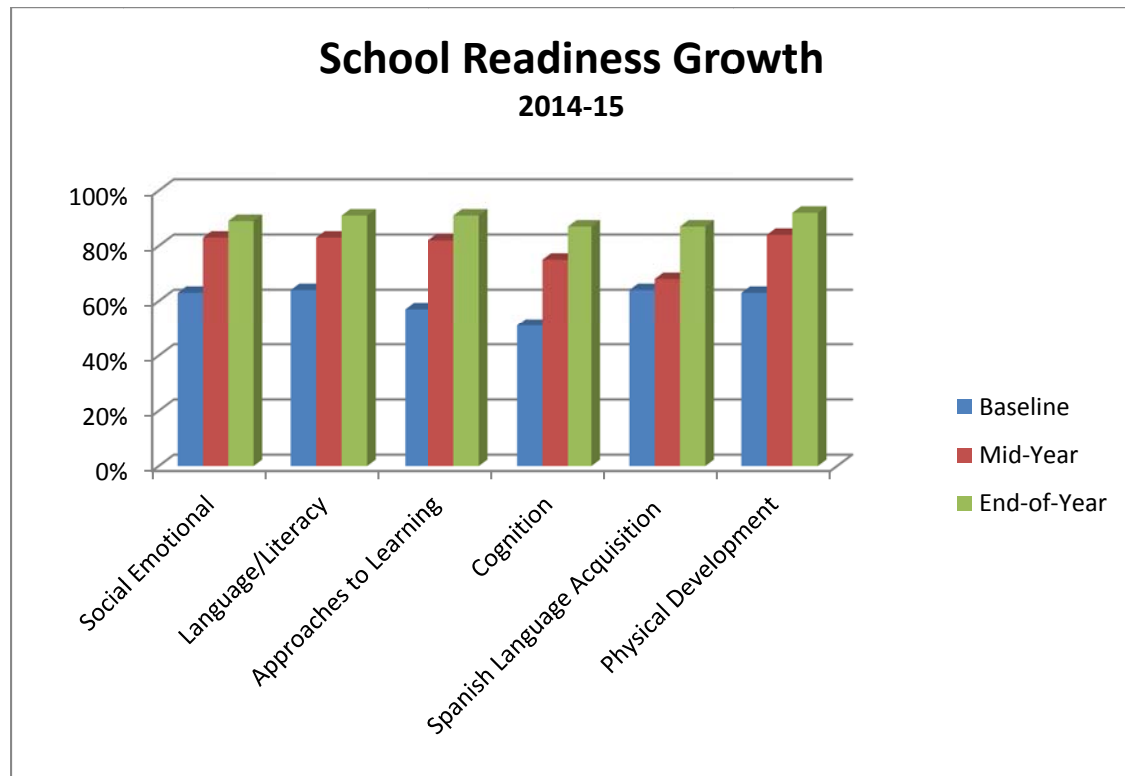
The table and graph on the following page shows the gains our children have made during the Head Start school year. While some areas may not show a large gain, children are growing and making progress in all areas.



School Readiness

Educational Areas of Focus	Baseline	Mid-Year	End-of-Year
Social Emotional	63%	83%	89%
Language/Literacy	64%	83%	91%
Approaches to Learning	57%	82%	91%
Cognition	51%	75%	87%
Spanish Language Acquisition	64%	68%	87%
Physical Development	63%	84%	92%

Both the chart and graph show the same information in different formats. The information captured is for children birth to the age of five. Children grow and develop in these domains at different stages during their early years, thus will show growth in some areas and emerging in others as they continue to develop.



Early Head Start

Comprehensive services and parental involvement are mirrored in the Early Head Start program. TRC's Early Head Start program in both Anderson and Muncie serves 126 infants and toddlers up to the age of 3 including pregnant women. In the TRC Muncie Center, 3 center-based classrooms serve 24 infants and toddlers. In the TRC Anderson Center, 2 center-based classrooms serve 16 infants and toddlers. The curriculum utilized in the center-based classrooms is the Creative Curriculum for Infants, Toddlers, and Two's. The assessment system created to align with the curriculum, Teaching Strategies-GOLD, is also used in the program.



TRC also offers a home-based option for families with infants and toddlers. A total of seven home visitors bring services to the family home for 86 infants and toddlers and pregnant women. The program allows home visitors to provide intensive services to the children and families once per week for 90 minutes. Also, activities for these children and families are coordinated at various locations within the community so parents can meet and support one another and children can socialize and experience learning in a group setting. The Parents as Teachers (PAT) curriculum is used in the home-based option. This curriculum focuses on parent-child interactions and activities that can be conducted in the home environment to enhance the education for infants, toddlers, and children up to the age of three.



Home Visitors also work with pregnant women preparing them for the birth of their babies and ensuring that each woman receives appropriate healthcare and nutrition. The home visitors use the Partners for Healthy Babies curriculum that focuses on the stages of pregnancy and preparing for the birth of their babies.

How We Help Prepare Children for Kindergarten

Transition Resources Corporation Head Start serves families and children from birth to five years of age. TRC believes all children deserve to be provided with knowledge and skills they need to be successful and ready for Kindergarten. TRC Head Start's purpose is to ensure children with the support of their families are ready for Kindergarten. In order to help them be successful in this journey, TRC Head Start has developed a comprehensive School Readiness Plan that addresses their needs that begins with infants six weeks old and children up to the age of five and continues through children's transition to Kindergarten. The school readiness plan describes the skills, behaviors, and knowledge that together our program with parents must foster in all children. Throughout this process, TRC Head Start partners with parents, local education agencies and community organizations.

Through a comprehensive approach, TRC staff begin implementing transition activities for all four year olds who will attend Kindergarten the following year. Kindergarten readiness expectations from each school corporation are shared with parents and activities supporting the goals are worked on in the classroom throughout the year. Teachers encourage parents to talk with their children about what kindergarten is like and practice new skills at home. TRC staff schedule field trips to introduce children to their elementary school and a kindergarten classroom. Children get to see the school environment and meet school staff and students.

Family Service Specialists provide families with kindergarten registration information in their native language(s). They let them know what documentation they will need to bring to registration in the spring. Health and Education/Disabilities Specialists assist parents in gathering physical and immunization records for their child. Local Education Agencies (LEA's) collaborate with Site Managers through a written Memorandum of Understanding to assist children with Individual Educational Plans and their families in the transition to kindergarten. Child outcomes are shared with school systems to inform the teacher on each child's skill level. Children transitioning to Kindergarten are assessed using Teaching Strategies GOLD and results are shared with LEA's.

Preparing children to transition to kindergarten is a process. It is not just two or three activities. Our objectives are that 1) parents and children know the school – its staff, the school facility, the curriculum and expectations, as well as other families; 2) children are excited on their first day of kindergarten because they already know what to expect and see people they know; and 3) teachers are able to start teaching earlier and with fewer behavior problems the first few weeks of school. Our goal is to make sure each child's transition is as successful as possible.

TRC Head Start Center Locations

TRC Anderson Head Start
812 West 13th Street
Anderson, IN 46016
(765) 649-9905

TRC Early Head Start
630 Nichol Avenue
Anderson, IN 46016
(765) 442-0670

TRC Elwood Head Start
940 North 19th Street
Elwood, IN 46036
(765) 552-7381

TRC Muncie Head Start
3900 East Wysor Street
Muncie, IN 47303
(765) 288-3000

TRC Ross Head Start
1110 West 10th Street
Muncie, IN 47302



Transition Resources Corporation

Purpose
Empowering Individuals,
Improving Communities

Belief

- We believe that BETTER EDUCATION leads to BETTER JOBS
- BETTER JOBS lead to BETTER LIVES which create BETTER COMMUNITIES
- BETTER COMMUNITIES supply BETTER EDUCATION
- And the cycle of CONTINUOUS IMPROVEMENT from individuals to communities continues

Core Values

- My WORD means something
- I act as an OWNER of this corporation
- I embrace CONTINUOUS IMPROVEMENT
- I am OPEN TO LEARNING from anyone, anywhere
- I communicate with RESPECT AND TRANSPARENCY



www.transitionresources.org

THANK YOU

TRC Head Start extends a heartfelt “thank you” to all of the individuals, agencies, universities, colleges, and businesses who contributed to the education, health and well-being of our children and families.

AEP

Alexandria Community Schools

Altrusa International of Muncie

Anderson Chamber of Commerce

Anderson Community Schools

Anderson Housing Authority

Anderson Parks and Recreation Department

Anderson Public Library

Anderson University

Aspire Indiana (Elwood office)

AT&T

Ball Brothers Foundation

Ball State University:

Audiology Department

Building Better Communities

College of Architecture

Modern Languages & Classics

School of Physical Education, Sport

& Exercise Science

Telecommunications Department

Speech Pathology & Audiology

Bridges Community Services Inc.

Children's Bureau of Delaware & Madison Counties

Community Foundation of Muncie & Delaware County

Community Hospital's Kids Plus

Covering Kids and Families

Cutting Edge

Daleville Public Library

Delaware County Sheriff's Office

Delaware/Blackford County Special Education Cooperative

Indiana Family and Social Services Administration:

Division of Disability and

Rehabilitative Services

Division of Family Resources

Division of Mental Health &

Addiction

Office of Medicaid Policy & Planning

Dr. Albert Happel, OD, Anderson Vision Care

Dr. Gary Hinz, DDS, Anderson Pediatric Dentistry

Dr. John Woodall, MD, Bridges, Campbell and Woodall

Dr. Jaime Lemna, DDS

Dr. Tony McHerron, MD, Community Physicians Network

Dr. Richard Weinzapful, DDS

East Side Neighborhood Association

Elwood Chamber of Commerce

Elwood Community Schools

Elwood Public Library

Excel Center

First Merchants Bank

First Steps

George Morrisett Center for Community Services

Girl Scouts of Central Indiana

Hopewell Center

Huffer Child Care Resource & Referral

Indiana Association for the Education of Young Children

Indiana Child Care Resource & Referral

Indiana University School of Social Work

Intersect, Inc.

Ivy Tech Community College

Kiwanis

Kohl's

Lakeshore

Lutheran Church

Madison County Community Health Center

Maplewood Animal Hospital
MDWise
Muncie Chamber of Commerce
Muncie Community Schools
Muncie Fire Department
Muncie Housing Authority
Muncie Public Library
Nick's Auto Service
Operation Love
Purdue Extension Services of Delaware County
Rector Dental Group
Red Gold
Ross Community Center
Salvation Army
Second Harvest
St. Vincent's Children's Clinic
St. Vincent's Hospital
Stoney Creek Dental
Teaching Mentoring Communities
The Anderson IMPACT Center, Inc.
Tobacco Free Coalition of Delaware County
TRC Head Start and Early Head Start Employees
TRC Head Start and Early Head Start Parents/Guardians
Verallia
Westview Animal Clinic
Women, Infants & Children
WorkOne