

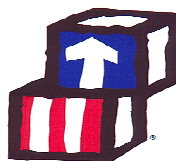
*West Feliciana Parish Schools*  
*Family Service Center*  
*Head Start- Early Head Start*

**Annual Report 2010-2011**

**School Year 2010-2011**

**Fall 2011**

**Families Are Our Business**



**Enrollment**

Total number of children served:

Head Start: 57

Early Head Start: 49

Average Monthly Attendance:

Head Start: 85%

Early Head Start: 85%

Funded Enrollment:

Head Start: 51

Early Head Start: 44

**OUR PROGRAM**

The Family Service Center is based on the concept that children benefit most from education when they are sound in body and mind and have strong family support.

It is our belief that each family should have access to the education and resources necessary to make healthy choices which enable individual family members and the family unit to reach their goals.

Our mission is to promote confidence and competence in parents; to encourage healthy growth and development in children and positive outcomes for pregnant women; and to enhance the well-being of the

family as a whole through family-centered activities.

The West Feliciana Parish Family Service Center offers two program types:

Head Start provides comprehensive services to children who are three years of age and their families.

Early Head Start center-based option provides services to infants/toddlers between the ages of six weeks through three years. Home-based services are provided to pregnant women and children between the ages of birth and three years.

Events and activities provide support for children and families throughout the program year.

**Funded by Grants and Community Generosity**

The Family Service Center Head Start and Early Head Start is 80% funded through a federal grant from the Department of Health and Human Services. The remaining 20% is generated through West Feliciana Parish School System, the Community, Volunteers and in-kind services and donations.

Funding includes:  
Federal funds: \$880,383  
Local funds: \$220,096

West Feliciana Parish School System supplies funds in the form of salaries, space, and utilities. Volunteers, community members and parents provide valuable in-kind services. One of the strengths of our

program is the willingness of the community to support and enrich us with their resources. Their generosity enhances the services we are able to provide for our children and families.

**Inside this Report:**

Public and Private Funds

Budget Expenditures and Proposed Annual Budget

Number of Children/Families Served

Financial Audit/Triennial Review Results

Nutrition and Health

Parent Involvement Activities

Education, Special Needs, School Readiness \*2007 Head Start Reauthorization Act - 644(a)(2)

**Focus Areas**

- Results of Federal Monitoring
- Literacy Component
- Family Partnerships
- Transition Activities
- School-Based Health Clinic
- CLASS Observation Instrument
- Family Services

## Annual Audit Results and Triennial Federal Monitoring Report

The results of the most recent audit for the 2009-2010 dated June 30, 2010 resulted in a report with no findings of irregularities, misstatements, or errors. The West Feliciana Parish School System has an intensive, purposeful financial staff to assist with bookkeeping the Head Start program. Their assistance in financial matters is consistent and timely. The audit was performed by the independent firm of Postlewaite and Netterville.

The results of the triennial federal monitoring report was sent to the West Feliciana Parish School Board President on May 12, 2011. Based on the information gathered during the review of April 10-15, 2011, it was determined that the Head Start and Early Head Start programs are in compliance with all applicable Head Start Performance Standards, laws, regulations, and policy requirements. There were no corrective actions found during the review.

Program strengths identified during the onsite review were also included in the triennial report. Four specific strengths were listed: Fiscal Management, Disabilities Services, Planning, and Health Services. Financial software, accommodation of children with disabilities through coordinated inclusion methods, planning for diverse populations, and site-based healthcare services for all enrolled children add to the strengths of the program and its efficiency.

### Education and Special Needs Services

West Feliciana Parish Family Service Center Head Start-Early Head Start Program has a developmentally appropriate curriculum designed to improve emergent literacy, numeracy, language, and general cognitive and motor skills in a positive learning environment. The Creative Curriculum addresses these areas of development and is aligned with the Early Learning Standards in the State of Louisiana to promote school readiness skills.

Some of our transition activities include: Pre-K Round-up, classroom activities, visits to Pre-K classrooms, Pre-K teachers visiting Head Start classrooms, collaborative trainings and meetings with Head Start and Pre-K teachers, and periodic assessments to determine goals to best prepare the individual child for the next school setting.

Number of children with disabilities diagnosed prior to enrollment: HS-4, EHS-2  
Total number of children with diagnosed disabilities: HS-7, EHS- 8

### Health Services

Research suggests that children benefit most from education when they are healthy. The West Feliciana Service Center Head Start/Early Head Start program coordinates health related services for children. These services include speech screenings, vision and hearing tests, dental exams, im-

munizations and physicals. The program also offers Mental Health services through the program's full-time Infant/Toddler Mental Health Specialist. The specialist routinely conducts mental health assessments and can offer services to all enrolled children and their families. Resources abound

through local, state, and regional agencies and parents and caregivers are encouraged to seek out services from the program's mental health specialist.

Children receiving medical and dental exams:  
Physicals: HS: 57 EHS: 49  
Dental: HS: 57 EHS: 49

### Nutrition and Exercise

Children enrolled in the center-based program receive meals which meet at least two-thirds of their daily nutritional requirements. Children are provided healthy meals from the West Feliciana Parish School System and healthy snacks. All children in the program are fed

on demand. Infants and toddlers' meal patterns are discussed with parents during Home to Center Transition time and are updated frequently. Children are measured for height and weight and special diets are accommodated as needed. The program is a previous

recipient of the Head Start Body Start grant which provided funds for an additional piece of playground equipment that promotes physical movement. Children are provided 30-60 minutes of active physical play during the Head Start day.



*"School readiness is a many-splendored thing, which requires attention to children's physical, cognitive, and interpersonal development as well as attention to family and neighborhood surroundings."*

*Lisbeth B. Schorr*



## Parental Involvement Activities



The cornerstone of all services and programs offered by the Family Service Center is Family Literacy. Family Literacy involves children and parents developing and learning together. The program offers parent activities throughout the program year. Staff members meet with families to address needs and they develop a Family Partnership Agreement. Parents and family members volunteer their time and are active in the program's selection and approval of new staff, establishment of policies, and development of the children's curricu-

lum. Parents are elected by their peers to serve on the Policy Council which acts as the policy-making arm of the program. The Policy Council also serves as the liaison from the program to the governing body which is the West Feliciana Parish School Board. The school board is the grantee of the program and oversees all actions of the Head Start and Early Head program.

Parent Activity opportunities offered during the past year included:

Parent Committee Meetings: 43

Parent Workshops and Trainings: 39

Male/Male Figure Activities: 4

Policy Council Meetings: 12

School Board Meetings: 12



## Annual Report 2010-2011

Family Service Center

West Feliciana Parish Schools

Families Are Our Business

Head Start Early Head Start

Bridget Plauche, Supervisor

Contessia Brooks, Director

Phone: 225-635-5299

Phone: 225-635-5449

Fax: 225-635-3387

## Financial Plans and Projections:

### Projected Expenses 2011-2012

Salaries and Benefits	772,821
Materials and Supplies	25,094
Travel	5,500
Other	32,667
Indirect Costs	44,521

Federal Share 80%

Non-Federal Share 20%

Visit us on the web!

[www.wfpsb.org](http://www.wfpsb.org)