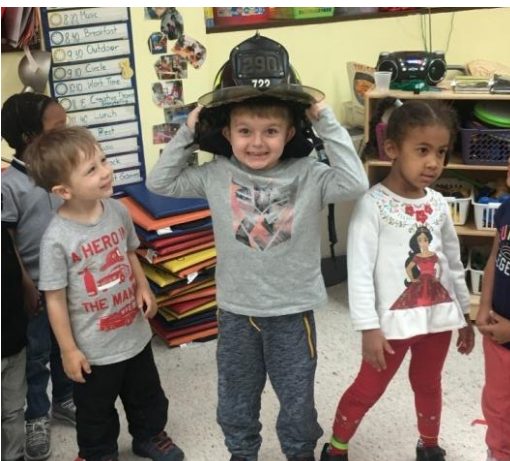


Y.M. & Y.W.H.A. of Williamsburg, Inc.

Head Start Program



2017-2018 Year End Report

School Year 2017-2018

The Williamsburg Y Head Start located at 64 Division Avenue Brooklyn, New York 11249 is a comprehensive family focused and federally funded child development program, which has been in existence for over forty years. It is a unique program because it encourages creative program designs, including collaboration with community agencies, to meet the different needs of children and their families. As an all inclusive and comprehensive program the 195 Head Start children receive a variety of learning experiences which foster intellectual, physical, social, and emotional growth. The 2017-2018 school year was the last year in our five year grant cycle. Our program was awarded a new, non-competitive five year grant because no areas of non-compliance were found during the Federal Review cycle.

Education

The Y.M. & Y.W.H.A. of Williamsburg Head Start program continues to use the unit-based Creative Curriculum that includes a variety of writing, math, music, science, story time, arts and crafts, indoor/outdoor activities, and free play for the three year old classrooms. The Pre-K for All classes use the research-based Interdisciplinary Units of Study which were created by the Division of Early Childhood Education in collaboration with researchers. This curriculum supports student learning in all domains using developmentally appropriate practices. The instruction is focused on developing the foundational knowledge and skills outlined in the New York State Prekindergarten Foundation standards and OHS Early Learning Framework. In addition, our program offers a variety of enrichment programs, including HOSH Yoga, Education in Dance, Creativity Soccer Pro and Fitness is Fun. All activities were designed to stimulate children's physical, intellectual, social and emotional growth in a loving and comfortable environment. In addition, to enhance STEM knowledge and skills, our program

started working on an Outdoor Science Laboratory, which will be completed in time for the 2018-2019 school year. Hands on experiences and experimentation will allow children to explore math and science concepts, and develop their analytic, classification and prediction skills.

In order to build upon the strengths of staff members, the Y.M. & Y.W.H.A. of Williamsburg Head Start provides opportunities for professional development that assist staff members in improving the quality of services and in meeting their professional goals. In-service training is provided throughout the school year by the Education Directors, consultants and other content area specialists. This year, teachers were also able to attend two training conferences, Best Practices for Teaching Pre-K and K hosted by BOCES and the Young Child Expo & Conference hosted by Los Ninos. Feedback from both Conferences was very positive and teachers were able to attend workshops on a variety of topics including challenging behaviors, special needs and peer mentoring.

Special Education

- **100% of the children** enrolled in the program were screened within 45 days of entry.
- **40 Children (20%)** had an IEP indicating that they qualified to receive special education services.
- **18 children out of 40 (9%)** entered the program year with an IEP.
- **22 children of the 40 (11%)** were referred to CPSE and qualified for special education services during the school year.

FISCAL

The annual report has been prepared to comply with requirements of the Head Start Reauthorization Act of 2008. This Head Start Act Section 644(a)(2)(A)-(H) states:

This Head Start agency makes 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.

- (A) The total amount of public and private funds received and the amount from each source.
- (B) An explanation of budgetary expenditures and proposed budget for the fiscal year.
- (C) The total number of children and families served, the average monthly enrollment (as a percentage of funded enrollment), and the percentage of eligible children served.
- (D) The results of the most recent review by the Secretary and financial audit.
- (E) The percentage of enrolled children that received medical and dental exams.
- (F) Information about parent involvement activities.
- (G) The agency's efforts to prepare children for kindergarten.
- (H) Any other information required by the Secretary.

The agency's 2017/2018 fiscal audit was conducted by a Certified Public Accountant, Barry Popick, to ensure that the YM & YWHA of Williamsburg, Inc. Head Start Program procedures met compliance standards. The audit will include any material findings and state that the financial statements present fairly, in all material respects, the financial position of the YM & YWHA of Williamsburg, Inc.

Head Start Program as of January 31, 2018 and the changes in the net assets and its cash flows for the year ending January 31, 2018 will be in conformity with accounting principles generally accepted in the United States of America. A complete copy of the audit and its components will be available upon request (45CFR Part 5).

PUBLIC AND PRIVATE FUNDS RECEIVED:

The YM & YWHA of Williamsburg, Inc., Head Start Program is federally funded through the Administration for Children and Families (ACF), and other public and private funding that constitutes the required non-federal share (cash and in-kind). The YM & YWHA of Williamsburg, Inc., Head Start Program received the following funds to operate the Head Start, Universal Pre-kindergarten and CACFP programs.

Head Start funds	-----	\$ 2,517,552
UPK Funds	-----	\$ 329,652

Non-federal share (includes in-kind rent and parent volunteer that benefit the Head Start program)	-----	\$ 629,388
Total Head Start and UPK Funds received		<u>\$3,476,592</u>
CACFP Funds	-----	\$ 185,923

Total Funds	-----	\$3,662,515
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The U.S. Department of Agriculture provided \$185,923 of reimbursements for daily breakfast, lunch and snacks, through the Child and Adult Care Food Program (CACFP) administered by the New York State Department of Health.

BUDGETARY EXPENSES:

The accompanying schedule enumerates the personnel and program expenditures necessary to staff the YM & YWHA of Williamsburg, Inc., Head Start Program. In all, the YM & YWHA of Williamsburg, Inc., Head Start Program expended \$2,517,552 of federal funds in administering the Head Start program, a percentage (82%) of which supports the personnel and fringe expenses required to staff the center. The total program budget was \$3,146,940.

Budget Categories	Fiscal Expenditures	Federal Budget
Personnel	\$ 1,458,573	\$ 1,458,573
Fringes	484,984	484,984
Supplies	84,340	84,340
Contractual	197,126	197,126
Other than Personnel	292,529	292,529
Total	\$ 2,517,552	\$ 2,517,552
Non-Federal Funds	629,388	629,388
Total	\$ 3,146,940	\$ 3,146,940

NON-FEDERAL SHARE:

The non-federal share/in-kind match requirement is obtained annually through donated services that are generated by parents and community organizations and in-kind rent. The contract requirements are a non-federal match of \$629,388. The total amount recorded was \$1,441,535. **This program exceeded the non-federal share/ inkind match by \$812,147.**

PROGRAM EFFICIENCY:

This agency's allocation of Head Start administrative expenses (which is 10.26% falls within the 15% administrative cap) and programmatic expenditures are as follows:

Category	Amount	Percentage
Administrative	\$ 319,918	10%
Program	\$ 2,827,022	90%
Total	\$ 3,146,940	100 %

ENROLLMENT:

The Federal Government through the Administration for Children and Families (ACF) has provided funding to serve 195 children and their families for the period ending January 31, 2018.

Total number of children and families served by this delegate agency:

Funded Enrollment -- 195 Percentage of eligible children served -- 100%

YM & YWHA of Williamsburg, Inc., Head Start Program continuously seeks to identify and possibly procure additional Head Start and non-Federal sources of funding to provide more comprehensive services and quality programming to the children and families who are served.

Percentage of Eligible Head Start Children that received:

Medical Exams: 100%

Dental Exams: 100%

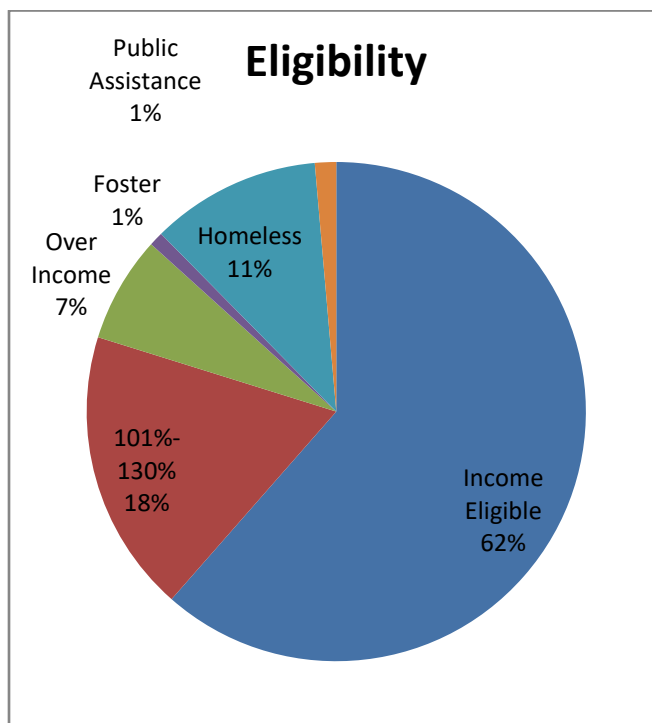
Up-to-date Immunizations: 100%

Developmental, Sensory and Behavioral Screenings: 100%

The percentage of children with identified disabilities is 18%.

Total number of children and families served by this delegate agency:

Funded Enrollment -- 195



YM & YWHA of Williamsburg, Inc., Head Start Program continuously seeks to identify and possibly procure additional Head Start and non-Federal sources of funding to provide more comprehensive services and quality programming to the children and families who are served.

Health

Number of children that have:	At Enrollment	At End of Year
Have ongoing source of Medical Care	94%	100%
Have ongoing source of Dental Care	91%	99%
Have up to date immunizations	82%	99%

Additional Curricula 2017-2018

Education in Dance

This program combines basic dance skills, creative movements, theatre skills for self- esteem, an exploration of quality music and visual art forms, nutrition and focus techniques to introduce and immerse children in the arts.

Fitness is Fun

Children participated in age appropriate physical actives led by a personal trainer to create a classroom environment rich in physical activity, the exploration of movement, imagination and neuromuscular development. The sessions reinforced the academic efforts of the teaching staff with related movement activities to make exercise a regular part of our children's days.



Creativity Pro Soccer

Creativity Pro Soccer Program which develops fun, safe and developmentally appropriate activities for children teach children game of soccer. Each class is delivered by highly enthusiastic and skillful soccer coaches with low child-to-coach ratios.

Hosh Yoga

The yoga activities are developmentally appropriate for children to relax and rejuvenate through gentle movements, deep relaxation, controlled breathing and guided meditation.

Program Special Events 2017-2018

Pumpkin Patch

We transformed our playground into a Pumpkin Patch for the children on October 27, 2017. The children performed fall-themed songs for their parents. Louie Miranda conducted activities and songs for each group that were age appropriate and fun. Each child was able to choose a miniature pumpkin to take home. The children were excited and participated with enthusiasm.

Pajama Day

Our center received a donation from the Pajama Program. Each child received a pair of pajamas and a book. To celebrate we held a pajama day on November 17, 2017. The Policy Council also dressed up in pajamas and read "bedtime stories" to the children.



Thanksgiving Luncheon

The Annual Thanksgiving Luncheon was held on November 21, 2017. Parents were invited to bring in dishes from their cultures as well as traditional Thanksgiving foods. After the luncheon, parents joined the children in the classrooms for dessert.

Kindergarten Fair

Our annual school fair was held on December 5, 2017. Principals from neighboring public and charter schools were invited to inform parents about their school's unique programs. Parents had the opportunity to ask questions and gather information to make decisions regarding the appropriate school setting for their children.

Representatives from the Brooklyn Borough President's office attended and presented our Executive Director, Ruth Neale, with a Citation for her years of service to our community.



Winter Festival

Winter Festival was held on December 20, 2017. The children did a wonderful job performing winter themed songs and dances for their families. Parents and children had a lot of fun.

On December 21, 2017 the Policy Council put on a Winter Activity for the children. One of the parents dressed up as Frosty the Snowman and the children were able to go through a gingerbread house obstacle course. Each child received a holiday gift at the end of the activity.

Friendship Day

The parents from the Policy Council prepared activities for Friendship day on February 14, 2018. The parents visited each classroom to read a story about friendship and each child received a yummy snack.

Fathers Initiative Week of April 16, 2018

Countless fathers and other family members participated in different classroom activities throughout the week. In some classrooms, fathers joined their children for meal time, story time, work time, and music and movement activities while in other classrooms they participated in special events or shared their talents and/or hobbies. Parents and children enjoyed this event. The most positive aspect was that although it was Father's Initiative, all family members were welcomed to be involved.



Open House

There was a large turnout for our Open House which was held on April 18, 2018. Current families as well as families on our waiting list joined us for a short presentation and a tour of the school. The parents had an opportunity to observe and/or participate in many exciting activities that take place in the classroom. The feedback from the parents was very positive and they look forward to joining our program next year.



Multicultural Month

May was a multicultural month in our school. During this month the children learned about the cultures of different countries. On May 30th we celebrated Multicultural Day. Each classroom's show demonstrated the culture of the different countries through songs, dance and/or story telling. The activities prepared showed teachers creativity and dedication. Our Multicultural Day which concluded with a parade in the neighborhood was fun and engaging for the children and the parents.

Fire Department Visit

A firefighter from the FDNY visited our program on May 22, 2018. The firefighter spoke to the children about fire safety and gave each child a coloring book and Junior Firefighter certificate. The children were very enthusiastic and asked many questions.

Transition to Kindergarten

A goal of the program is to move children to kindergarten as carefully as possible so that their educational experiences at Head Start are not lost. Our program works together with local public schools to promote school readiness and to engage families as their children make the transition to kindergarten. To ease the transition from UPK to Kindergarten our UPK children visited P.S. 16 and P.S. 84. Children had the opportunity to interact in some of the classrooms. The 3 year old children, who are transitioning into UPK, visited their new UPK classrooms, where the children had an opportunity to meet and interact with the new teacher.

Puppetsburg Puppet Show

The Puppetsburg Puppet Show performed "Clementine and the Fiesta" for our children on June 14, 2018. The show was hands on and included dancing, instruments, dress-up and bubble time. Feedback for the children and teachers was very positive.

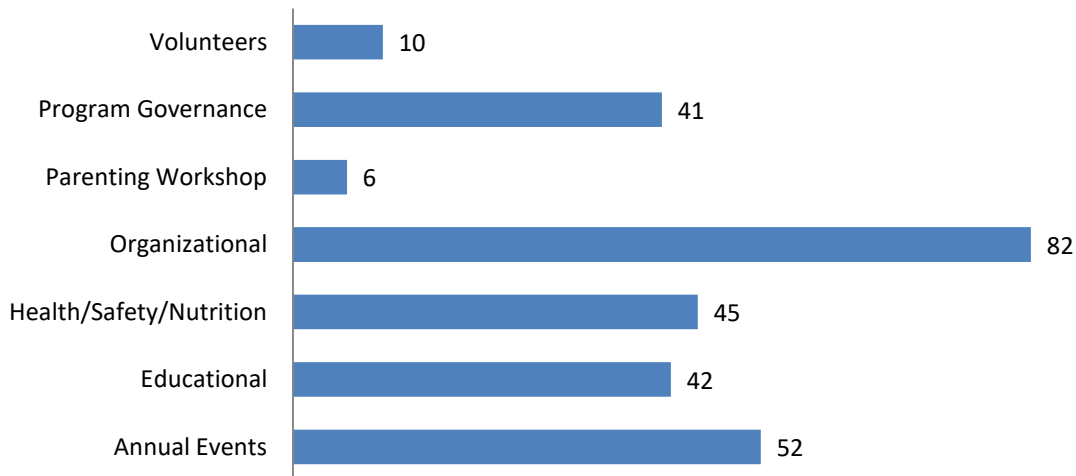


ABC Countdown to the Last Day of School

A special ABC countdown calendar was developed for the month of June. Each day was assigned a letter and a special activity for that letter. Activities included Awesome Bubble Day, Hawaiian Luau Day, USA Day and more.



Average Attendance for Parent Engagement Activities



Date	Description of Training/Activity	Type of Training	Presenter
September 5, 2017	Orientation	Organizational	Ruth Neale, Roseann Dueno, Ela Szura, Nicole Bonuso
September 5, 2017	Center Home Visits	Organizational	Teaching Staff
September 6, 2017	Parent Transition Workshop	Education	Ela Szura, Nicole Bonuso (Education Directors)
September 7, 2017	Child Development in Preschool Workshop	Education	Ela Szura, Nicole Bonuso (Education Directors)
September 8, 2017	Orientation for Parent Volunteers	Organizational	Nicole Bonuso Roseann Dueno
September 13, 2017	Bus Orientation	Organizational	Roseann Dueno Family Advocates
September 20, 2017	Parenting Workshop Series – Session 1 “Strategies & Tips for Successful Potty Training”	Parenting	Mental Health Consultant: Jeanne Rooney PhD
September 25, 2017	Health Fair	Health/Safety	Nurse Jennifer Mendez, LPN

October 5,2017	Classroom Election Orientation	Program Governance	Ruth Neale, Roseann Dueno Family Advocates
October 10,2017	Classroom Elections Rooms 1, 5, 8,9,11	Program Governance	Roseann Dueno Family Advocates
October 11,2017	Classroom Elections Rooms 2, 6, 10	Program Governance	Roseann Dueno Family Advocates
October 12,2017	Parenting Workshop Series – Session 2 “Managing Temper Tantrums	Parenting	Mental Health Consultant: Jeanne Rooney PhD
October 24,2017	DOT -Pedestrian Safety Training	Health/Safety	Department of Transportation
October 27, 2017	Pumpkin Patch	Annual Event	Teaching Staff
November 8,2017	Hearing screening Test	Health	Center for Hearing & Communication
November 10,2017	Hearing screening Test	Health	Center for Hearing & Communication
November 14,2017	Parenting Workshop Series – Session 3 “Making a Connection Positive Solutions for Families	Parenting	Mental Health Consultant: Jeanne Rooney PhD
November 16,2017	Reading Is Fundamental	Education	Ela Szura, Nicole Bonuso
November 17,2017	Pajama Day	Annual Event	Policy Council
November 21, 2017	Thanksgiving Luncheon	Annual Event	Family Advocates/Policy Council
December 5,2017	Kindergarten Fair	Education	Ruth Neale Representiatives from Public schools
December 8,2017	Parent Teacher Conferences	Education	Teaching Staff/Family Advocates
December 12,2017	Germs Prevention Workshop	Health/ Safety	Nurse Jennifer Mendez,LPN
December 15,2017	Healthy Eating During the Holidays Workshop	Nutrition	Dietician: Dina Lipkind, RD

December 20,2017	Winter Festival	Annual Event	Teaching Staff/Family Workers
January 9,2018	Turning Five Meeting Workshop	Education	Ela Szura
January 12, 2018	Governance Training	Program Governance	Ruth Neale
January 23,2018	Parenting Workshop Series – Session 4 “Making Connections and Friends Through Play	Parenting	Mental Health Consultant: Jeanne Rooney PhD
January 25, 2018	CPR /First Aide	Health/Safety	Nurse Jennifer Mendez,LPN
February 7, 2018	Asthma Workshop	Health/Safety	Nurse Jennifer Mendez,LPN
February 8,2018	Blood Pressure Screening	Health/Safety	Nurse Jennifer Mendez,LPN
February 13,2018	Parenting Workshop Series – Session 5 ” Children’s Behaviors”	Parenting	Mental Health Consultant: Jeanne Rooney PhD
February 14,2018	Friendship Day	Annual Event	Teaching Staff
March 13,2018	Parenting Workshop Series – Session 5 “Managing Emotions”	Parenting	Mental Health Consultant: Jeanne Rooney PhD
March 27,2018	Child Abuse and Neglect Training Workshop	Parenting	Mental Health Consultant: Jeanne Rooney PhD
March 29,2018	Center Home Visit	Organizational	Ruth Neale
April 11,2018	“Nutritious Meals for your Family” Workshop	Nutrition	Dietician: Dina Lipkind, RD
April 16-20 2018	Father’s Initiative Week	Parenting	Teaching Staff/Family Workers
April 26,2018	Parenting Workshop Series – Session 6 “Child Cooperation”	Parenting	Mental Health Consultant: Jeanne Rooney PhD
April 26, 2018	Planting Activity	Annual Event	Teaching Staff

May 9, 2018	Transition to Kindergarten Workshop	Education	Ela Szura, Nicole Bonuso
May 15,2018	Parenting Workshop Series –Session 7 “Child Cooperation Part two”	Parenting	Mental Health Consultant: Jeanne Rooney PhD
May 22,2018	FDNY	Health Safety /Education	FDNY
May 30, 2018	Multicultural Day	Annual Event	Teaching Staff/Family Workers
June 1, 2018	International Children’s Day	Annual Event	Ed Directors/Social Services
June 7, 2018	Parent Teacher Conferences	Education	Teaching Staff/Family
June 11-14, 2018	Open House for UPK/Head Start	Organizational	Ela Szura, Nicole Bonuso (Education)
June 12, 2018	Parenting Workshop Series- Parental Stress	Parenting	Jeanne Rooney PhD/ Jennifer Mendez LPN
June 29, 2018	Moving On Ceremony	Annual Event	Ruth Neale, Ed Directors, Teaching Staff/Social Service