



2008-2009 HEAD START PROGRAM INFORMATION REPORT

A. PROGRAM INFORMATION

GENERAL INFORMATION

Grant Number	04CH2561
Program Number	000
Program Type	Head Start
Program Name	Union County Community Action, Inc.
Program Address	
Program Phone Number	(704) 283 7583
Program Fax Number	(704) 283 1964
Head Start Director Name	Mrs. Jenny McGuirt
Head Start Director Email	jmcguirt@uccainc.org
Agency Web Site Address	http://www.uccainc.org
Agency Type	Community Action Agency (CAA)
Agency Description	Grantee that Directly Operates Program(s) and has no Delegates.

ENROLLMENT YEAR

A.1. Enrollment Year	Date
a. Start Date	07/25/2008
b. End Date	05/22/2009

FUNDED ENROLLMENT

	# of children
A.2 Funded Head Start Enrollment	499
a. ACF Funded Head Start Enrollment	499
b. Non-ACF Funded Head Start Enrollment	0

Funded enrollment by program option

A.3 Center-based program - 5 days per week:	# of children
a. Full-day enrollment	499
b. Part-day enrollment	0
1. Of these, the number in double sessions	0
A.4 Center-based program - 4 days per week:	# of children
a. Full-day enrollment	0
b. Part-day enrollment	0
1. Of these, the number in double sessions	0
A.5 Home-based program	0
A.6 Combination option program	0
A.7 Family child care option	0
A.8 Locally designed option	0

ACTUAL ENROLLMENT

	<i># of children</i>
A.10 Children by age:	
a. Under 1 year	0
b. 1 year old	0
c. 2 years old	0
d. 3 years old	246
e. 4 years old	328
f. 5 years and older	0

Total actual enrollment

	<i># of children</i>
A.12 Total actual enrollment	574

Type of eligibility

	<i># of children</i>
A.13 Report each enrollee only once by primary type of eligibility:	
a. Income below 100% of federal poverty line	518
b. Receipt of public assistance such as TANF, SSI	19
c. Status as a foster child - # children only	1
d. Status as homeless	0
e. Over income	36

	<i># of children</i>
A.14 Income between 100% and 130% of the federal poverty line	0

Prior enrollment

	<i># of children</i>
A.15 Enrolled in Head Start or Early Head Start for:	
a. The second year	180
b. Three or more years	2

Turnover

	<i># of children</i>
A.16 Total number of children who left the program any time after classes or home visits began and did not re-enroll	81
a. Of the children who left the program above, the number of children who were enrolled less than 45 days	27

Child care partner enrollment

	<i># of children</i>
A.17 Of the children who received services in a center-based program, the number who received these services at a child care center partner	0

Services eight hours or more

	# of children
A.18 The total number of enrolled children who received services in program options that provided service for 8 or more hours per day	0

Ethnicity and race

A.19 Ethnicity:	# of children
a. Hispanic or Latino origin	99
b. Non-Hispanic or Non-Latino origin	475

A.20 Race:	# of children
a. American Indian or Alaska Native	0
b. Asian	3
c. Black or African American	402
d. Native Hawaiian or other Pacific Islander	0
e. White	164
f. Biracial/Multi-racial	5
g. Other	0
h. Unspecified	0

Primary language of family at home

A.21 Primary language of family at home:	# of children
a. English	488
b. Spanish	86
c. Native Central American, South American, and Mexican Languages	0
d. Caribbean Languages	0
e. Middle Eastern & South Asian Languages	0
f. East Asian Languages	0
g. Native North American/Alaska Native Languages	0
h. Pacific Island Languages	0
i. European & Slavic Languages	0
j. African Languages	0
k. Other	0
l. Unspecified	0

CLASSES

Classes

	# of classes
A.22 Total number of classes operated	30
a. Of these, the number of double session classes	0

TRANSPORTATION

Transportation services

	<i>Yes / No</i>
A.23 Do you provide transportation to some or all of your enrolled children either directly or through a formal contractual agreement with a transportation provider?	Yes
	<i># of children</i>
a. How many children are transported?	347

Buses

A.24 Number of buses purchased:			
<i>Month</i>	<i># of buses purchased</i>	<i>Month</i>	<i># of buses purchased</i>
a. August 2008	0	g. February	0
b. September	0	h. March	0
c. October	0	i. April	0
d. November	0	j. May	0
e. December	0	k. June	0
f. January 2009	0	l. July	0
			<i>Yes / No</i>
A.25 Do you lease any of the buses used by your program?			No

RECORD KEEPING

		<i>Yes / No</i>
A.26 Does your program use a management information system to track enrollees, program services, characteristics of families, and information on program staff?		Yes
<i>(1)</i> <i>Name/title</i>	<i>(2)</i> <i>Locally Designed</i>	<i>(3)</i> <i>Web-based</i>
ChildPlus.net	No	Yes

B. PROGRAM STAFF & QUALIFICATIONS

TOTAL STAFF

	(1) # of Head Start staff	(2) # of contracted staff
B.1 Number of all staff members, regardless of the funding source for their salary or number of hours worked	127	0
a. Of these, the number who are current or former Head Start or Early Head Start parents	35	0
b. Of these, the number who left since last year's PIR was reported	29	0
1. Of these, the number who were replaced	19	0

TOTAL VOLUNTEERS

	# of volunteers
B.2 Number of persons providing any volunteer services to your program since last year's PIR was reported	1,335
a. Of these, the number who are current or former Head Start or Early Head Start parents	485

MANAGEMENT STAFF - EDUCATION, EXPERIENCE AND SALARIES

B.3 Management staff:	(1) Level of education	(2) # of years in position	(3) Annual salary	(4) % of salary funded by Head Start
a. Executive Director	Baccalaureate degree	0	\$0	0%
b. Head Start Director	Baccalaureate degree	0	\$0	0%
c. Child Development & Education Manager	Advanced degree	0	\$0	0%
d. Health Services Manager	Baccalaureate degree	0	\$0	0%
e. Family & Community Partnerships Manager	Baccalaureate degree	0	\$0	0%

DISABILITY SERVICES MANAGER(S)

	# of hours per week
B.4 On average, how many hours per week does the disability services manager(s) spend coordinating disabilities services?	26

CHILD DEVELOPMENT STAFF - QUALIFICATIONS

	(1) # of Classroom Teachers	(2) # of Assistant Teachers	(3) # of Home- based Visitors	(4) # of Family Child Care Teachers	(5) # of Child Development Supervisors	(6) # of Home- based Supervisors
B.5 Total number of child development staff by position	30	42	0	0	8	0

	(1) # of Classroom Teachers	(2) # of Assistant Teachers	(3) # of Home- based Visitors	(4) # of Family Child Care Teachers	(5) # of Child Development Supervisors	(6) # of Home- based Supervisors
<i>Of the number of child development staff by position, the number with the following degrees or credentials:</i>						
a. An advanced degree in:						
1. Early childhood education	0	1	0	0	1	0
2. Any field and coursework equivalent to a major relating to early childhood education, with experience teaching preschool-age children	0	0	0	0	0	0

	(1) # of Classroom Teachers	(2) # of Assistant Teachers	(3) # of Home- based Visitors	(4) # of Family Child Care Teachers	(5) # of Child Development Supervisors	(6) # of Home- based Supervisors
<i>Of the number of child development staff by position, the number with the following degrees or credentials:</i>						
b. A baccalaureate degree in:						
1. Early childhood education	1	0	0	0	2	0
2. Any field and coursework equivalent to a major relating to early childhood education with experience teaching preschool-age children	1	0	0	0	0	0
3. Any field and admitted to Teach for America and passed early childhood content exam	0	0	0	0	0	0
<i>Of the child development staff with a baccalaureate degree in B.5.b.1 through B.5.b.3 above, the number enrolled in:</i>						
4. Advanced degree in early childhood education or in any field and coursework equivalent to a major relating to early childhood education	0	0	0	0	0	0

	(1) # of Classroom Teachers	(2) # of Assistant Teachers	(3) # of Home- based Visitors	(4) # of Family Child Care Teachers	(5) # of Child Development Supervisors	(6) # of Home- based Supervisors
<i>Of the number of child development staff by position, the number with the following degrees or credentials:</i>						
c. An associate degree in:						
1. Early childhood education	23	6	0	0	3	0
2. A field related to early childhood education and coursework equivalent to a major relating to early childhood education with experience teaching preschool-age children	3	1	0	0	0	0
<i>Of child development staff with an associate degree in B.5.c.1 and B.5.c.2 above, the number enrolled in:</i>						
3. A baccalaureate degree program in early childhood education or in any field and coursework equivalent to a major relating to early childhood education	16	4	0	0	3	0

	(1) # of Classroom Teachers	(2) # of Assistant Teachers	(3) # of Home- based Visitors	(4) # of Family Child Care Teachers	(5) # of Child Development Supervisors	(6) # of Home- based Supervisors
<i>Of the number of child development staff by position, the number with the following degrees or credentials:</i>						
d. A Child Development Associate (CDA) credential or state-awarded preschool, infant/toddler, family child care or home-based certification, credential, or licensure that meets or exceeds CDA requirements	1	2	0	0	1	0
<i>Of child development staff with the credentials in B.5.d above, the number enrolled in:</i>						
1. A baccalaureate degree program in early childhood education or in any field and coursework equivalent to a major relating to early childhood education	0	0	0	0	1	0
2. An associate degree program in early childhood education or in a related field and coursework equivalent to a major relating to early childhood education	0	2	0	0	0	0

	(1) # of Classroom Teachers	(2) # of Assistant Teachers	(3) # of Home- based Visitors	(4) # of Family Child Care Teachers	(5) # of Child Development Supervisors	(6) # of Home- based Supervisors
<i>Of the number of child development staff by position:</i>						
e. The number who do not have the qualifications listed in B.5.a through B.5.d	1	32	0	0	1	0
<i>Of the child development staff in B.5.e above, the number enrolled in:</i>						
1. A baccalaureate degree program in early childhood education or in any field and coursework equivalent to a major relating to early childhood education	0	0	0	0	0	0
2. An associate degree program in early childhood education or in a related field and coursework equivalent to a major relating to early childhood education	1	12	0	0	0	0
3. Any type of CDA training for preschool, infant/toddler or family child care certification, or home-based credential or state-awarded preschool, infant/toddler, family child care or home-based certification, credential, or licensure that meets or exceeds CDA requirements	1	20	0	0	0	0

	# of classes
B.6 Total number of classes in which at least one teacher (excluding assistant teachers) has: - A baccalaureate or advanced degree in early childhood education or in any field and coursework equivalent to a major with experience teaching pre-school age children, or - An associate degree in early childhood education or in a related field and coursework equivalent to a major with experience teaching preschool-age children	23

NON-SUPERVISORY CHILD DEVELOPMENT STAFF

Child development staff - teacher salary by level of education

B.7 Teacher salary by level of education:	Average annual salary
a. Advanced degree in early childhood education or related degree	\$0
b. Baccalaureate degree in early childhood education or related degree	\$0
c. Associate degree in early childhood education or related degree	\$0
d. A Child Development Associate (CDA) credential or state-awarded preschool, infant/toddler, family child care or home-based certification, credential, or licensure that meets or exceeds CDA requirements	\$0

Child development staff - average salary

B.8 Average salary:	(1) Average annual salary	(2) Average hourly rate
a. Teachers	\$0	\$0.0
b. Assistant teachers	\$0	\$0.0
c. Home-based visitors	\$0	\$0.0

Child development staff - ethnicity and race

B.9 Ethnicity:	# of non-supervisory child development staff
a. Hispanic or Latino origin	0
b. Non-Hispanic or Non-Latino origin	72

B.10 Race:	# of non-supervisory child development staff
a. American Indian or Alaska Native	0
b. Asian	0
c. Black or African American	65
d. Native Hawaiian or other Pacific Islander	0
e. White	7
f. Biracial/Multi-racial	0
g. Other	0
h. Unspecified	0

Child development staff - language

	# of non-supervisory child development staff
B.11 The number who are proficient in a language other than English	0

Child development staff - classroom teacher turnover

	# of classroom teachers
B.12 The number of classroom teachers who left your program during the year.	4
B.13 Of these, the number who left for the following reasons:	
a. Higher compensation/benefits package in the same field (e.g., teacher left to school system)	0
b. Change in job field	0
c. Other	4
1. Comments: 2 left voluntarily, no reason given. 1 retired. 1 was discharged for misconduct.	
B.14 Number of classroom teacher vacancies in your program that remained unfilled for a period of 3 months or longer	0
B.15 Number of classroom teachers hired during the year due to turnover	4

FAMILY & COMMUNITY PARTNERSHIPS STAFF

Family & community partnerships staff - qualifications

	(1) # of family workers	(2) # of FCP supervisors
B.16 Total number of family & community partnerships staff	9	1
B.17 Number of case managers and other staff members who work directly with families such as staff with a family caseload	9	1
B.18 Of the family & community partnerships staff, the number with the following education	(1) # of family workers	(2) # of FCP supervisors
a. A related advanced degree	0	0
b. A related baccalaureate degree	2	1
c. A related associate degree	4	0
d. GED or high school diploma	3	0
B.19 Of the family & community partnerships staff who do not have a degree, the number in training leading to a related degree or credential	1	0
B.20 Comments on staff shared by Head Start and Early Head Start programs:		
Family Services and Child Development Managers serve Head Start and Early Head Start Programs		

Family & community partnerships staff - family worker experience

	(1) Less than 1 year	(2) 1 to 5 years	(3) 6 to 10 years	(4) Over 10 years
B.21 The number of family workers with the following years of experience in this position	2	3	3	1

C. CHILD & FAMILY SERVICES

HEALTH SERVICES

Health insurance - children

	(1) # of children at enrollment	(2) # of children at end of enrollment year
C.1 Number of all children with health insurance	561	568
a. Number enrolled in Medicaid	524	530
b. Number enrolled in the Child Health Insurance Program (CHIP)	2	2
c. Number enrolled in a combined CHIP/Medicaid Program if the state operates a Medicaid expansion	0	0
d. Number enrolled in state-only funded insurance (for example, medically indigent insurance)	0	0
e. Number with private health insurance (for example, parent's insurance)	35	36
f. Number with other health insurance not listed, for example, Military Health (Tri-Care or CHAMPUS)	0	0
	(1) # of children at enrollment	(2) # of children at end of enrollment year
C.2 Number of children with no health insurance	13	6

Medical

Medical home - children

	(1) # of children at enrollment	(2) # of children at end of enrollment year
C.5 Number of children with an ongoing source of continuous, accessible health care	569	574
C.6 Number of children receiving medical services through the Indian Health Service	0	0
C.7 Number of children receiving medical services through a migrant community health center	0	0

Medical services - children

	# of children
C.8 Number of all children who are up-to-date on a schedule of age-appropriate preventive and primary health care according to your state's EPSDT schedule for well child care	574
a. Of these, the number diagnosed with a chronic condition needing medical treatment since last year's PIR was reported	65
1. Of these, the number who have received or are receiving medical treatment	65
C.9 Number of all children who received medical treatment for the following chronic health conditions, including those diagnosed prior to this reporting period	# of children
a. Anemia	5
b. Asthma	23
c. Hearing Difficulties	5
d. Overweight	4
e. Vision Problems	6
f. High Lead Levels	0
g. Diabetes	0

Immunization services - children

	(1) # of children at enrollment	(2) # of children at end of enrollment year
C.10 Number of children who have been determined by a health care professional to be up-to-date on all immunizations appropriate for their age	570	574
C.11 Number of children who have been determined by a health care professional to have received all immunizations possible at this time but who have not received all immunizations appropriate for their age	0	0

Dental

Dental home - children

	(1) # of children at enrollment	(2) # of children at end of enrollment year
C.15 Number of children with continuous, accessible dental care provided by a dentist	479	574

Dental services - children (Preschool programs)

	# of children
C.16 Number of children who received preventive care	574
C.17 Number of all children, including those enrolled in Medicaid or CHIP, who have completed a professional dental examination since last year's PIR was reported.	564
a. Of these, the number of children diagnosed as needing treatment since last year's PIR was reported.	174
1. Of these, the number of children who have received or are receiving treatment	151
b. Specify the primary reason that children who needed treatment did not receive it. Parents did not keep/make appointment	

MENTAL HEALTH SERVICES

Mental health professional

	<i># of hours</i>
C.20 Average total hours per operating month a mental health professional(s) spends on-site	17

Mental health services

	<i># of children</i>
C.21 Indicate the number of enrolled children who were served by the mental health (MH) professional(s) since last year's PIR was reported.	
a. Number of children for whom the MH professional consulted with program staff about the child's behavior / mental health	31
1. Of these, the number for whom the MH professional provided three or more consultations with program staff since last year's PIR was reported	12
b. Number of children for whom the MH professional consulted with the parent(s) / guardian(s) about their child's behavior/mental health	12
1. Of these, the number for whom the MH professional provided three or more consultations with the parent(s) / guardian(s) since last year's PIR was reported	2
c. Number of children for whom the MH professional provided an individual mental health assessment	7
d. Number of children for whom the MH professional facilitated a referral for mental health services	12

Mental health referrals

	<i># of children</i>
C.22 Number of children who were referred by the program for mental health services outside of Head Start since last year's PIR was reported	12
a. Of these, the number who received mental health services since last year's PIR was reported	1

DISABILITIES SERVICES

Disabilities (Preschool programs)

	# of children
C.23 Number of children enrolled in your program who have an Individualized Education Program (IEP) indicating they have been determined eligible by the LEA to receive special education and related services	76
a. Of these, the number who were determined eligible to receive special education and related services:	# of children
1. Prior to enrollment into the program for this enrollment year	36
2. During this enrollment year	40
b. Of these, the number who have not received special education and related services	0

Primary disabilities (Preschool programs)

C.25 Diagnosed primary disability	(1) # of children determined to have this disability	(2) # of children receiving special services
a. Health impairment	0	0
b. Emotional/behavioral disorder	0	0
c. Speech or language impairments	48	48
d. Mental retardation	0	0
e. Hearing impairment, including deafness	0	0
f. Orthopedic impairment	0	0
g. Visual impairment, including blindness	0	0
h. Learning disabilities	0	0
i. Autism	0	0
j. Traumatic brain injury	0	0
k. Non-categorical/developmental delay	28	28
l. Multiple disabilities, including deaf-blind	0	0

EDUCATION

Kindergarten transition (Preschool programs)

	# of children
C.26 Of the number of children enrolled in Head Start at the end of the current enrollment year, the number that you project to be entering kindergarten in the following school year	274

Screening

	# of children
C.28 Number of all children who completed routine screenings for developmental, sensory, and behavioral concerns since last year's PIR was reported	553
a. Of these, the number identified as needing follow-up assessment or formal evaluation to determine if the child has a disability	97

C.29 What instrument(s) does your program use for developmental screening:
Name/Title: Dial 3
Name/Title: Brigance Preschool Screen

Assessment

	Locally designed
C.30 What approach or tool(s) does your program use for ongoing child assessment:	
Name/Title: Creative Curriculum.Net	No

Curriculum

	Locally designed
C.31 What curriculum does your program use:	
a. For center-based services:	
Name/Title: Creative Curriculum (PreSchool)	No
b. For family child care services:	
c. For home-based services:	

FAMILY AND COMMUNITY PARTNERSHIPS

Number of families

	# of families
C.32 Total number of families	546
a. Of these, the number of two-parent families	138
b. Of these, the number of single-parent families	408

Employment

	# of families at enrollment
C.33 Of the number of two-parent families, the number of families in which:	
a. Both parents/guardians are employed	18
b. One parent/guardian is employed	109
c. Both parents/guardians are not working such as those that are unemployed, retired, or disabled	11

	# of families at enrollment
C.34 Of the number of single-parent families, the number of families in which:	
a. The parent/guardian is employed	228
b. The parent/guardian is not working (i.e. unemployed, retired, or disabled)	180

Federal or other assistance

	# of families
C.35 Total number of families receiving any cash benefits or other services under the Federal Temporary Assistance for Needy Families (TANF) Program	76
C.36 Total number of families receiving Supplemental Security Income (SSI)	33

Job training/school

	# of families at enrollment
C.37 Of the number of two-parent families, the number of families in which:	
a. Both parents/guardians are in job training or school	0
b. One parent/guardian is in job training or school	11
c. Neither parent/guardian is in job training or school	127

	# of families at enrollment
C.38 Of the number of single-parent families, the number of families in which:	
a. The parent/guardian is in job training or school	35
b. The parent/guardian is not in job training or school	373

Education

	# of families
C.39 Of the total number of families, the highest level of education obtained by the child's parent(s) / guardian(s)	
a. An advanced degree or baccalaureate degree	8
b. An associate degree, vocational school, or some college	33
c. A high school graduate or GED	210
d. Less than high school graduate	295

Family services

	<i># of families</i>
C.40 Report the number of families who received the following services since last year's PIR was reported	
a. Emergency/crisis intervention such as meeting immediate needs for food, clothing, or shelter	71
b. Housing assistance such as subsidies, utilities, repairs, etc.	21
c. Mental health services	28
d. English as a Second Language (ESL) training	8
e. Adult education such as GED programs and college selection	53
f. Job training	15
g. Substance abuse prevention or treatment	75
h. Child abuse and neglect services	469
i. Domestic violence services	106
j. Child support assistance	8
k. Health education	471
l. Assistance to families of incarcerated individuals	0
m. Parenting education	298
n. Marriage education	6
C.41 Of these, the number that received at least one of the services listed above	502

WIC participation

	<i># of families</i>
C.42 Total number of families receiving services under the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)	393

Father involvement

C.43 Does your program have organized and regularly scheduled activities designed to involve fathers / father figures?	Yes
	<i># of families</i>
a. Number of enrolled children whose fathers / father figures participated in these activities	45

Homelessness services

	<i># of families</i>
C.44 Total number of families experiencing homelessness that were served during the enrollment year	9
C.45 Total number of children experiencing homelessness that were served during the enrollment year	9
C.46 Total number of families experiencing homelessness that acquired housing during the enrollment year	6

Agreements

Local education agency (LEA) (Preschool programs)

	# of LEAs
C.47 Number of LEAs in your Head Start service area	3
a. Number of LEAs that your program has a formal agreement with to coordinate services for children with disabilities	3

Local school district

	# of school districts
C.49 Number of local school districts in your Head Start service area	3
a. Of these, the number with whom you have a formal agreement to coordinate transition services for children and families	3

Collaboration

C.50 Do you have formal collaboration and resource sharing agreements with public school pre-kindergarten programs?	Yes
	# of formal agreements
a. If yes, how many formal agreements do you have?	3

REPORTING INFORMATION

PIR Report Status	Started
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