To The Citizens of Southern Illinois:

Southern Seven Health Department has been the grantee since 1993 for the federal award from the Department of Health and Human Services to operate the Early / Head Start program in the Southern Seven counties of Illinois which includes Alexander, Hardin, Johnson, Massac, Pope, Pulaski, and Union. Each year, continuation grants have been funded to provide comprehensive preschool programming to children and families.

Early Head Start provides services to infants and toddlers in Alexander and Pulaski counties. This option is available through center based and Home Based care in these two counties.

The program operates under, and is evaluated on approximately 2000 Performance Standards (CFR 1304, 1306,1308,1310) and administrative requirements (Section 644 of the Head Start Act) as indicated in the following categories:

- Education & Early Childhood Development
- Child Health & Development
- Child Health & Safety
- Child Nutrition
- Child Mental Health
- Children with Special Needs
- Family & Community Partnerships
- Program Governance
- Record Keeping & Reporting
- Finance
- Self Assessment
- Planning, Communication
- Facilities, Materials & Equip.

Early / Head Start is a great asset to the communities served as well as to the children and families who benefit daily from the quality programs that are offered.

I am proud to provide this snapshot of Southern Seven Health Department’s Early / Head Start comprehensive program for children and families.

Sincerely,

Angie Messmer
Early Childhood Administrator

Southern Seven Health Department Board of Health Members

- Alexander County
  Rosemary Cross-Robinson
  Iris Davis
  Mary Heisner
  Marilyn Hartwell

- Hardin County
  Felisha Bragdon
  Valerie Holbrook
  Shirley Muckley

- Johnson County
  Sarah Green
  Sarah Smith
  Amber Williams
  Sabrina Browning
  Greg Frehner

- Massac County
  Donna Keeling
  Angel Scott
  Valencia La’Cour

- Pope County
  Rebecca Rhoads
  Rachel Cain

- Pulaski County
  Takesha Chaney
  Lindsay Hesselmeyer
  Phillip Spencer
  Tamara Clausen
  Kris Fasnacht

- Union County
  Melissa Unnerstall
  Guinevere Hice
  Brooke Klassner

- Board of Health Cross Over Member
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Terry Heisner, Vice Pres.
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Carl Henson
Karla Cunningham
Tim Wallace
Ken Kerley
Lynne Hanle
Cindy Flamm
Dr. Kathy Swafford
Dale Russell

Southern Seven Health Department Early/Head Start Annual Report 2012/2013

Funded Enrollment
Early Head Start  70            Head Start 550
## Locations, Demographics, and Staffing

*Numbers of students reflect a cumulative total for the school year*

<table>
<thead>
<tr>
<th>Location</th>
<th>County</th>
<th>Students</th>
<th>Employees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anna Head Start</td>
<td>Union County</td>
<td>128</td>
<td>24</td>
</tr>
<tr>
<td>Brookport Head Start</td>
<td>Massac County</td>
<td>25</td>
<td>4</td>
</tr>
<tr>
<td>Cairo Head Start</td>
<td>Alexander County</td>
<td>103</td>
<td>19</td>
</tr>
<tr>
<td>Egyptian Head Start</td>
<td>Alexander County</td>
<td>21</td>
<td>4</td>
</tr>
<tr>
<td>Goreville Head Start</td>
<td>Johnson County</td>
<td>20</td>
<td>4</td>
</tr>
<tr>
<td>Hardin Head Start</td>
<td>Hardin County</td>
<td>29</td>
<td>5</td>
</tr>
<tr>
<td>Jonesboro Head Start</td>
<td>Union County</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>Metropolis Head Start</td>
<td>Massac County</td>
<td>156</td>
<td>31</td>
</tr>
<tr>
<td>Mounds Head Start</td>
<td>Pulaski County</td>
<td>44</td>
<td>12</td>
</tr>
<tr>
<td>Pope Head Start</td>
<td>Pope County</td>
<td>18</td>
<td>5</td>
</tr>
<tr>
<td>Rustic Campus</td>
<td>Pulaski County</td>
<td>36</td>
<td>8</td>
</tr>
<tr>
<td>Vienna Head Start</td>
<td>Johnson County</td>
<td>46</td>
<td>11</td>
</tr>
</tbody>
</table>

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The Mission of Southern Seven Health Department is to promote a safe and healthy environment by providing preventive health care, family support services, and child development programs.
The Performance Standards requires all Early / Head Start programs to meet specific standards:

- Required to meet funded enrollment at all times
- Required to meet 20% of grants funds through In-Kind match
- Required to serve 10% of enrollment - children with Special Needs
- Assure 90% eligible children are served

Number of Children Served

Head Start 607
Early Head Start 106

Percentage of Children served with Special Needs

Head Start 10%
Early Head Start 10%

Number of Families Served

Head Start 546
Early Head Start 98

The Total Number of Volunteers who provided services for the children and families

1315
Health Information

The Performance Standards requires all Early / Head Start programs to provide comprehensive Health care services. This includes working with each family to assure they receive medical needs for their children. All children receive Medical Assessments as part of the program to determine if follow up care is needed. Children receive a hearing and vision screening as well as dental services.

Head Start Health Services - Based on Total Enrollment of Children

Early Head Start Health Services - Based on Total Enrollment of Children

Health Goals

- Establish a Medical and Dental Home
- Complete all physical and dental examinations
- All children up to date with immunizations

Educational Goals & Objectives

- Children will develop a holistic mastery of skills that will enable them to attain academic success.
- Children will be physically, socially, and emotionally prepared to learn.
- Early and Head Start Staff will develop early partnerships with parents that will allow parents to participate as an active member in their child’s education.
- Staff are qualified, productive and professional.

Curriculum & Assessment Tools Used by the Early/Head Start Program

- Creative Curriculum
- Creative Curriculum for infants, toddlers and two’s
- Teaching Strategies GOLD
- Dial 3 Development Assessment
- Esi. R / Esi.K Developmental Assessment
- Ages & Stages Questionnaire: Social / Emotional
- Second Step— Violence Prevention
- I AM Moving I AM Learning— Physical Development Curriculum
- CATCH—Nutrition Curriculum
The Early Head Start program serves children ages birth to 3 years old and the Head Start program serves children ages 3 to 5 years of old; both programs monitor and track educational outcomes to assure program effectiveness. Southern Seven uses Teaching Strategies Gold to monitor each child’s progress. Teaching Strategies Gold is the assessment piece of the Creative Curriculum which teachers use to develop lesson plans and guide classroom activities. Outcomes are monitored in the Fall, Winter and Spring. The data gathered is analyzed and aggregated to determine classroom and individual needs or concerns. The growth is documented and the information is used to assure children receive the most effective classroom learning environment.

The outcomes are measured in the categories of below, meeting or exceeding expectations. The developmental area include: Social Emotional, Physical, Language, Cognitive, Literacy and Mathematics.

There are 50 indicators that teachers monitor on children during the three collection periods. Parents are provided with updates on their child’s progress during Home Visits or Teacher / Parent Conferences.

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Child Outcomes Data

- Social Emotional showed a 10.8% increase from Fall to Spring.

- Gross Motor skill showed a 3% increase from Fall to Spring.

- Language skills showed a 7.8% increase from Fall to Spring.

- Cognitive Skills showed a 10.6% increase from Fall to Spring.

- Literacy Skills showed a 13.4% increase from Fall to Spring.

- Mathematics showed a 7.4% increase from Fall to Spring.
Nutrition

One of the highlights of each child’s day is the meals they receive at school. At Southern Seven, the meals are nutritious and served family style, and each meal children receive meets 2/3 of the daily nutritional requirements for vitamins and minerals. Children sit at the table with their teacher and are able to serve their own food and have meaningful conversation with each other while they eat. Meals are reimbursed through USDA.

<table>
<thead>
<tr>
<th>Number of Meals Served for the School Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Breakfast - 51,316</td>
</tr>
<tr>
<td>Lunch - 70,363</td>
</tr>
<tr>
<td>Snack - 27,262</td>
</tr>
</tbody>
</table>

Special Needs/Mental Health

Children with Special Needs are involved with regular classroom and center activities. Individual plans are developed that assure all needs are met and that teaching staff are prepared to deliver quality services to the child and the family. The Special Needs / Mental Health Specialist works with the three Special Education Cooperatives in our counties to help develop IEP’s and assure smooth transition from Head Start to Kindergarten. Close relationships with Child and Family Connections assures that infants and toddlers with IFSP’s are served and that all needs are met accordingly.

Transportation

Transportation is not offered at every center however, most children ride to school on a bus. Some parents choose to bring their children to school. Safety is the first priority for all children. Most bus routes are kept to around an hour. Each child is secure in a “car seat” type system. The drivers are thoroughly trained and no child is ever left alone at any time. Parents have the opportunity to ride the bus with their children and volunteer in the classroom. Southern Seven contracts for bus services with Illinois Central in Pulaski County, partners with Egyptian, Pope and Hardin County schools and provides our own buses in Vienna, Metropolis, Anna and Cairo.

School Readiness

One of the main educational goals is to assure children are ready for Kindergarten. To accomplish this task, Site Supervisors and teachers review the Kindergarten expectations from each child’s future school district and incorporate those items into daily lesson plans. Individual educational goals are set that helps each child succeed at their own pace. This information is shared with parents and is sent to the school district before the child enters Kindergarten.

Children transitioning to Kindergarten
43% of enrollment
260 children
Parent, Family & Community Engagement

Family Support

The services that Early / Head Start provides is far more than just a classroom setting. The whole FAMILY is our concern. Each FAMILY is important and we strive to meet the needs on an individual basis. Parent meetings are held, officers are elected and events are planned that are both fun and educational. The support for the Family or individuals is provided in the good times and during those difficult times as well. Educational opportunities are provided to give parents the "edge" when it comes to nutrition, parenting skills, job training and support. Parent Coordinators are located at each site to assist parents with their needs.

Memorandums of Understanding, Interagency and Joint Cooperative Agreements

Head Start’s comprehensive approach to services is achieved through partnering with local agencies and public schools. The list of organizations and agencies have agreements and / or memorandums of understanding with our program.

SCHOOL DISTRICTS

- Anna
- Buncombe
- Cairo
- Century
- Cobden
- Cypress
- Egyptian
- Goreville
- Hardin
- Jonesboro
- Joppa
- Lick Creek
- Massac
- Meridian
- New Simpson Hill
- Pope
- Shawnee
- Vienna

COMMUNITY / OTHER

- Child and Family Connections #24
- CHESI
- Bethany Village
- Cairo Women’s Shelter
- Dental Safari
- Miles of Smiles
- Cobden Dental
- Rural Health
- WIC
- Prairie Farms
- Lewis Bakeries
- Repperts
- Supply Solutions
- Fox River Foods
- Illinois Central Bus
- Local Businesses

Training Opportunities

- University of Illinois Extension Nutrition / Cooking
- Bus Safety
- Heart Health
- Literacy
- Financial Literacy / Money Management
- Mental Health
- Transition to Kindergarten
- Family Fun Nights
- Fire Safety
- Child Guidance

Parent Involvement Opportunities

- Parent Community Meetings
- Parent Orientation
- Family Fun Night
- Center Volunteers
- Parent / Teacher Conferences
- Health Advisory Meetings
- Parent Talks
- Education / Special Needs Committee
- Policy Council Meetings
- Field Trips
- Family Partnership Agreements
- Male Involvement
- Community Involvement Events

SPECIAL EDUCATION COOPERATIVES

- JAMP Special Education
- Tri– County Special Education
- Wabash Ohio Valley Special Education
**Fiscal Information—FY2012/13**

<table>
<thead>
<tr>
<th>Category</th>
<th>Budgeted Expense</th>
<th>Actual Expenses</th>
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<tbody>
<tr>
<td>Personnel</td>
<td>$2,320,386</td>
<td>$2,646,145</td>
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<tr>
<td>Fringe Benefits</td>
<td>$736,881</td>
<td>$644,497</td>
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<tr>
<td>Travel</td>
<td>$327,719</td>
<td>$234,762</td>
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<tr>
<td>Supplies</td>
<td>$201,610</td>
<td>$262,890</td>
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<tr>
<td>Contractual</td>
<td>$628,685</td>
<td>$808,089</td>
</tr>
<tr>
<td>Other</td>
<td>$736,881</td>
<td>$23,232</td>
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</tbody>
</table>

**Average Salaries**

Administrators…………………………………………………………$64,068  
Teachers……………………………………………………………….$14,035  
Teacher’s Aides…………………………………………………………$12,360  
Directors/Specialists……………………………………………….$35,297

**Audit**

Beussink, Hey, Roe,& Stroder L.L.C. conducted the annual financial audit for the year ending June 30, 2013 in September, 2013. Southern Seven makes every effort to remain in compliance with the requirements described in the U.S. Office of Management Budget (OMB) Circular A-133.
All Early/Head Start programs are required by the Office of Head Start to have a Federal Review every three years. The review team is made up of people from all over the United States with various backgrounds. The last review for Southern Seven Early/Head Start was December 2009. Southern Seven Early/Head Start was found to be in compliance with the Early/Head Start Performance Standards in all areas except the background checks. Southern Seven conducts a pre-employment background check in addition to a DCFS background check. Employees were allowed to begin work with the pre-employment check under the condition they were not left alone with children until the fingerprints were returned to Southern Seven and had been cleared and verified. However, this practice was not approved by the review team and therefore, all employees must complete a DCFS background check and the results must be received by Southern Seven before an offer of employment can be made to the prospective candidate. This process takes between 4—8 weeks to complete.