

**Port Gamble S'Klallam Tribe
ECE**

**2013
Annual Report**

Service Effort & Accomplishments

In fulfillment of the requirements of the
Preparing Head Start for School Readiness
Act of 2007

Copies of this report are available
to community members upon request

Introduction

This report is prepared to comply with the reauthorized Head Start Act of 2007. This Act states:

Each Head Start agency shall make 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, except that reporting such information shall not reveal personally identifiable information about an individual child or parent:

- 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 Federal Review and the 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.



Port Gamble S’Klallam Tribe Early Childhood Education Program

Philosophy & Business Plan

It is the policy of PGST ECEP to recruit and serve those children residing on or near the Port Gamble Reservation.

VISION

Every child and adult who is part of ECEP is a caring, responsible and important individual of this world.

MISSION

We commit to provide a healthy, nurturing and safe learning environment that promotes cultural values for children, expectant parents, families and our community.

VALUES

The following are the values of our program:

Trust	Willingness to Learn	Responsibility	Fun
Community	Respect	Passion	Joy
Compassion	Flexibility	Creativity	Nurturing
Cultural	Leadership	Problem Solving	Patience

PLAN

The following are the core activities of our program:

Education- Early Literacy	Father Involvement	School Readiness
Staff Wellness	Goal Setting	Family Involvement
Culture	Facility	Funding
Community	Collaboration	

PGST ECEP
2012-2013 Continuation Grant

Goals and Objectives

These goals and objectives are intended to reflect a continuum of cyclical and ongoing services provided to children and families, and a seamless transition from one grant year to the next.

- Participate in the construction process of two preschool classrooms, teacher lab, meeting room, therapy room, office.
- Increase the number of teaching staff who achieve CDA credential, AA and BA degrees to ensure teaching staff are able to respond to children’s individual development, and prepare them for future education and interactions with others.
- Increase opportunities for parents to be participatory and contributing members of all program activities, education, and training sessions.
- Improve record keeping and reporting systems to support appropriate quality services, ensure accurate information, and maintain confidentiality.
- Improve self-assessment provide meaningful and accurate data from which to address needed services for children and families, and to address programmatic issues.
- Increase use of child outcome data to improve literacy and vocabulary development.

Funding

FY 2013 Proposed Funding Level for Head Start Grant/Early Head Start/Training and TA

Base	\$599,346.00
Training & Technical Assistance	\$17,986.00
TOTAL	\$617,332.00

In June 2013 the OHS decreased the FY2013 HS and EHS budgets by 5.27% (\$31,586) due to Sequestration Reductions. This effects the budget that began March 1,2013 thru February 28,2014. Training and Technical Assistance was not reduced.

Budget Expenditures

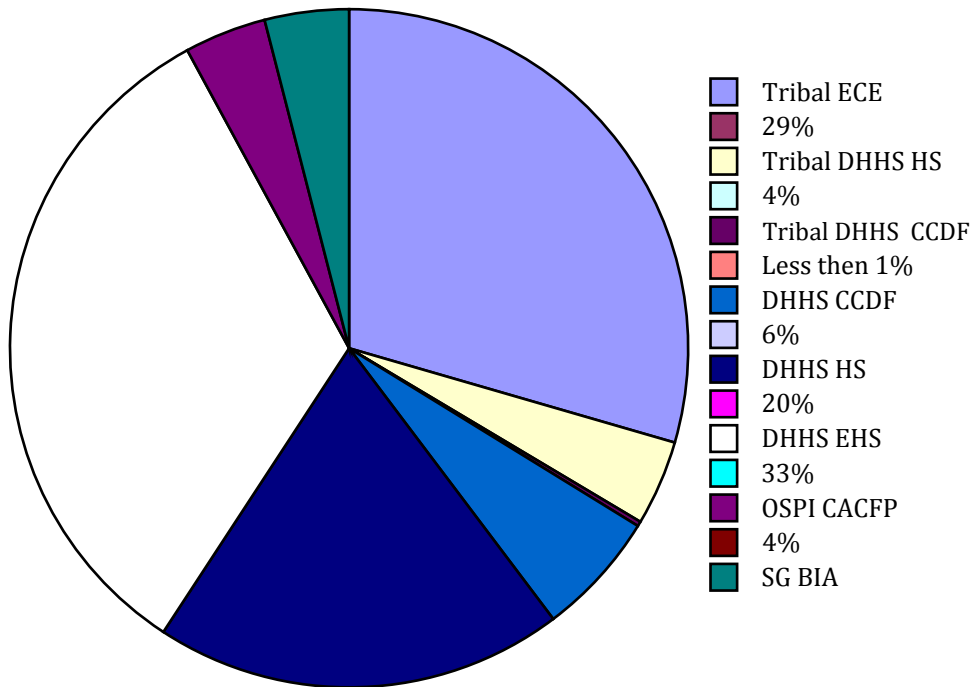
Head Start/Early Head Start Budget for FY 2013 w/ 5.27% Sequestration Cuts

Categories	Totals
HS/EHS Grant	
Personnel	\$414,448.00
Fringe Benefits	\$129,437.00
Expenses	\$11,893.00
Administrative Cost	\$12,000.00
TOTAL	\$567,778.00
Training/TA	
Prof Dev + Conferences	\$17,968.00
TOTAL	\$585,746.00

Additional Funding

Child and Adult Care Food Program Food/Non-Food TOTAL		\$43,607.06
Tribal Funds TOTAL		\$377,206.62
DHHS CCDF TOTAL		\$66,275.74
PGST SG BIA Preschool TOTAL		\$44,774.53
GRAND TOTAL		\$1,117,609.95
<i>Foundations, etc</i>		
PGST APPENDIX X – Children’s Honoring		\$2,530.35
PGST APPENDIX X - 2 classroom ismarts		\$2,590.00
TOTAL		\$5,120.35
Discuren Foundation- Summer Transition TOTAL		\$15,000.00

The following chart shows the percentage of funds that support the PGST ECE during FY 2013:



Staff Education

Associate of Arts Degree (AA)

Chrissy McBride, Infant/Toddler Lead Teacher
Tracy Wellman, Infant/Toddler Lead Teacher
Chad Sullivan, 3 YO Preschool Teacher
Melissa Streun, Family Services Manager
Star Hagen, Education Support Specialist

Enrolled in Associate of Arts Degree (AA)

Kyle Carpenter, 4 YO Preschool Teacher
Heather Sullivan, Infant/Toddler Lead Teacher
Matika Laxson, Infant/Toddler Co-Lead Teacher

Enrolled in Bachelors of Arts Degree (BA)

Melissa Streun, Family Services Manager

Child Development Associate (CDA)

Kyle Carpenter, 4YO Preschool Teacher
Loree Hadden, Infant/Toddler Lead Teacher
Heather Sullivan, Infant/Toddler Lead Teacher

Receiving CDA Training

Jody Mortensen, Infant/Toddler Co-Lead Teacher
Cierra Hanna, Teacher Assistant
Elvira Short, Teacher Assistant
Brittany Reynolds, Infant/Toddler Co-Lead Teacher
Kat Perry, Infant/Toddler Co-Lead Teacher

Number of Children and Families Served

Our Children:

Port Gamble S'Klallam Tribe's Head Start and Early Head Start is funded through the Department of Health and Human Services, Administration for Children and Families, Office of Head Start. Our OHS funded enrollment is 20 Head Start children and 28 Early Head Start children (71%). The Port Gamble S'Klallam Tribe funds an additional up to 16 preschool children per year and up to 4 Early Head Start children (29%), for a total of 68 children. During PY 2012-2013 thirty-seven preschool children were served- 17 in a 3YO preschool classroom and 20 in a 4YO preschool classroom. One child withdrew during the year and was replaced with another preschooler. In addition thirty-three infants and toddlers were served in four classrooms. One infant/toddler left the program and was replaced. Children who leave the program are replaced by those on a waiting list.

The average monthly enrollment is 66 children; the Average Daily Attendance (ADA) is 80% for EHS and 85% for HS.

Head Start- Our Families:

PGST ECE serves a total of 36 Head Start families- 9 are single-parent families; 27 are two-parent families.

Eligibility:

PGST ECE serves the following categories of children and families:

- Income below 100% federal poverty line: 13
- Public assistance, TANF, SSI, etc.: 8
- Foster children: 5
- Over income: 11
- Homeless: 0

Early Head Start- Our Families:

PGST ECE serves a total of 31 Early Head Start families- 11 are single-parent families; 20 are two-parent families.

Eligibility:

PGST ECE serves the following categories of children and families:

- Income below 100% federal poverty line: 17
- Public assistance, TANF, SSI, etc.: 9
- Foster children: 0
- Over income: 7
- Homeless: 0

Medical Homes

Head Start- Our Children:

Of the 37 enrolled children during PY 2012-2013-100% are up-to-date on a schedule of age-appropriate and primary health care according to Washington State EPSDT schedule for well child care.

100% of enrolled children have an ongoing source of continuous, accessible health care. 89% are enrolled in Medicaid/CHIP; 11% are enrolled in Tribal Contract Health Services and /or Tri-Care.

Early Head Start- Our Children:

Of the 33 enrolled children during PY 2012-2013-97% are up-to-date on a schedule of age-appropriate and primary health care according to Washington State EPSDT schedule for well child care.

100% of enrolled children have an ongoing source of continuous, accessible health care. 88% are enrolled in Medicaid/CHIP; 12% are enrolled in Tribal Contract Health Services.

PGST ECE HS/EHS works cooperatively with the Port Gamble Health Clinic Health with pediatricians, physicians, clinic nurses to schedule appointments, immunization updates, lead screening and other required medical services. To ensure all Head Start children have current flu immunizations, on-site vaccination clinics are offered in the fall. On-site physicals, dental exams, immunization updates.

Dental Homes

Head Start- Our Children:

Of the 37 enrolled children during PY 2012-2013-100% of enrolled children have continuous, accessible dental care provided by a dentist at the PGST Dental Clinic.

100% of enrolled children received preventive care, and completed a professional dental exam. 19 children were diagnosed as needing treatment, and 18 have received or are receiving treatment.

Early Head Start- Our Children:

Of the 33 enrolled children during PY 2012-2013-97% of enrolled children have continuous, accessible dental care provided by a dentist at the PGST Dental Clinic.

97% of enrolled children are up-to-date on a schedule of age appropriate preventative and primary oral care.

PGST ECE HS/EHS works cooperatively with the PGST Dental Clinic. The dentist and dental hygienists come into the center three times during the program year to provide screenings. There is pediatric dentist at the tribal dental clinic one time per month to provide opportunities for treatment.

Parent Involvement Activities

PGST ECE strongly encourages parent participation. Parents are their child's first teachers, and the foundation of the program. Parents participate in a variety of activities, including:

- Parent Committee meetings
- Policy Council meetings
- Parent-Teacher Conferences
- Home Visits
- Family Fun Nights (2-3/year)
- Literacy Book Give Aways
- End of Year ALL School Field Trip (Zoo/Aquarium)
- End of Year ALL School Field Day (Local Park)
- Annual program self-assessment
- Community assessment
- Classroom volunteer

The program provides parents with a calendar of upcoming events, breakfast, lunch and snack menus, classroom news, management news and policy reminders, and items of interest on a variety of topics such as child health and nutrition issues, including childhood obesity and dental care, and literacy, math, and science projects and activities that parents can do with their children at home. In addition the First Teacher newsletter is made available to all families.

Monitoring Review

The Administration for Children and Families (ACF) conducted an on-site monitoring review of the PGST HS/EHS program in FY 2011. Based on the information gathered in the review, it was established that PGST HS/EHS program was in full compliance with all applicable Head Start Program Performance Standards, laws, regulations, and policy requirements. PGST ECE was awarded a OHS Certificate of Compliance in Spring 2012. Our next triennial review will be in FY2014. It will be an announced review.

Fiscal Review

The most recent audit was for 2012. The annual audit was conducted beginning in April 2013 and was finalized on September 27, 2013. The auditor reviewed Head Start /Early Head Start folders to determine compliance in admissions and eligibility practices. PGST ECE has policies and procedures in place to determine Eligibility, Recruitment, Selection, Enrollment, and Attendance (ERSEA). Head Start/Early Head Start folders were found to be in compliance- no audit findings for Head Start/Early Head Start.

Preparing Children for Kindergarten

19 children transitioned to Kindergarten in June 2013. PGST ECE HS works in partnership with NKSD Wolfle Elementary School to support parents and their children in making a smooth and effective transition to Kindergarten. This partnership provides for continuity of services between the two schools. The two schools meet to plan a transition activity that includes 12-14 days where transitioning preschool children attend and participate in Wolfle Summer Experience with other S'Klallam children in 1st-5th grades. This occurs in late June/early July. The children have opportunities to become familiar with Kindergarten classroom routines and teaching staff including riding the "big" bus to the summer transition activities.

Throughout the program year, our teaching staff implements the research-based Creative Curriculum and uses Teaching Strategies GOLD for on-going assessment. This curriculum promotes school readiness in language and literacy, with other curriculum areas addressed within daily lessons and thematic units. This curriculum is based on scientifically valid research and has standardized curriculum materials to support implementation. It is aligned with the Head Start Outcomes Framework and Washington State Guidelines.

Other curricula used by the program to supplement Creative Curriculum include the Sports, Play and Active Recreation for Kids (SPARK) physical education program and IMIL.

The program implements Teaching Strategies GOLD (TSG) as its ongoing assessment. The TSG is administered three times during the program year. Teaching staff shares results with parents during Parent-Teacher Conferences and end-of-year Home Visits. Teachers and parents work together to develop an Individual Learning Plan for each child based on the child's strengths and developmental level.

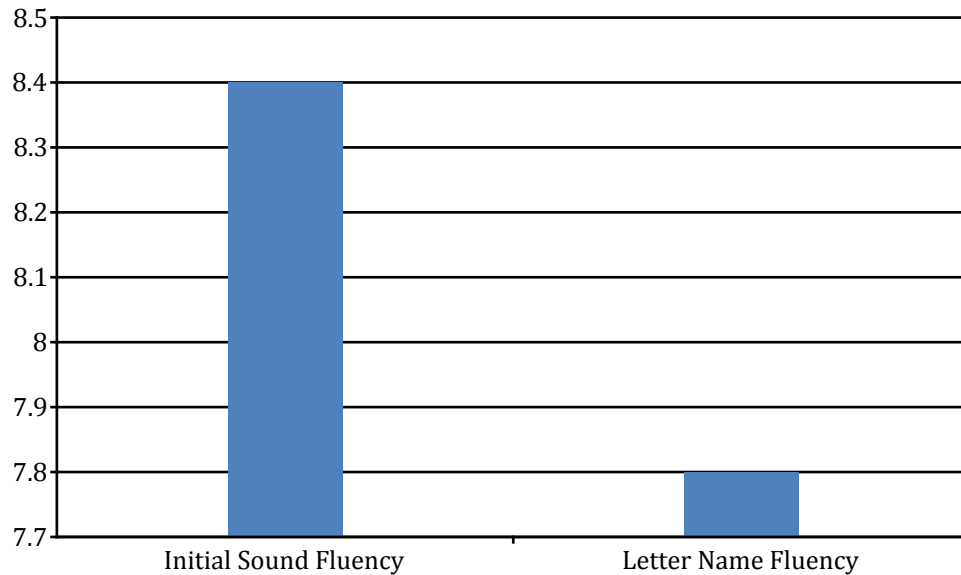
The table that follows shows an average of children's progress from September 2012 through June 2013. This table reflects the progress of children in the Head Start Outcome Domains at PGST ECE HS/EHS over time. Data is analyzed by comparing the number of milestones in each Domain mastered by each child in the school with the total number of potential milestones for that domain.

Head Start Year End Results-Widely Held Expectations

	Percentage Below	Percentage Meeting	Percentage Exceeding
Social-Emotional	5.30%		94.70%
Physical Health &Dev		68.40%	31.60%
Language		26.30%	73.70%
Cognitive	5.30%		94.70%
Literacy		26.30%	73.70%
Mathematics		10.50%	89.50%

North Kitsap School District- Wolfle Elementary Reports

In Fall 2013 Wolfle Elementary School conducted the Kindergarten Assessment on tribal children. The school used the DIBELS to assess twenty-three native children. PGST ECE HS transitioned 19 preschool children or 83% of the children received by Wolfle. The results of the DIBELS indicated the following:



S’Klallam Language Learning and Cultural Preservation

PGST Tribal Council input indicates a stronger emphasis on language and cultural preservation. Tribal Council expresses significant concern about losing their language and culture and feel that PGST ECE HS/EHS is the appropriate venue for educating S’Klallam children in these areas.

To address cultural and language preservation concerns, the program provides teachers with S’Klallam language lessons, song and dance practice during pre-service and in-service days. The PGST ECE Health/Nutrition Manager serves as the Cultural Specialist. She is certified in the S’Klallam language. There are plans to develop language immersion techniques for all ages of children enrolled in the program. Unfortunately funds and time are barriers to successfully moving in this direction.

PGST ECE (HS/EHS/CC) Staff/Function Chart

Name:	Position:
Sarah Sherman (resigned 8/13/13)	Cook
Alfred Arciaga	Cook
Jim Price	Bus Driver/Classroom Assistant
Kyle Carpenter	4 YO Preschool Teacher
Elvira Short	Teacher Assistant/Bus Monitor
Chad Sullivan	3 YO preschool Teacher
Ciarra Hanna	Teacher Assistant/Bus Monitor
Jacki Haight	Director/MH/Disability Coordinator
Kay Jones	Center Manger/Transportation/Family Ser
Karron McGrady	Health/Nutrition Manager/Culture Spec
Melissa Streun	Family Services Manager
Star Hagen	Education Support Specialist
Shawnene Simmons	Systems Coordinator
Chrissy McBride	Infant/Toddler Lead Teacher
Jessie Moore (resigned 9/3/2013)	Infant/Toddler Co-Lead Teacher
Kat Perry (began 10/ /13)	Infant/Toddler Co-Lead Teacher
Heather Sullivan	Infant/Toddler Lead Teacher
Jody Mortensen	Infant/Toddler Co-Lead Teacher
Tracy Wellman	Infant/Toddler Lead Teacher
Matika Laxson (began 4/ /13)	Infant/Toddler Co-Lead Teacher
Loree Hadden	Infant/Toddler Lead Teacher
Denise Steele (resigned 6/ /13)	Infant/Toddler Co-Lead Teacher
Brittany Reynolds (began 7/13/13)	Infant/Toddler Co-Lead Teacher
Contract Employees	
Gail Walker	Speech/Language Therapist
Lane Daniels	MH Counselor (w/Tribal Wellness)
Kari DeCoteau	Education Consultant