

# Riverside Early Head Start Somerville

## Annual Public Report

### 2014-2015

Our program's mission is: to promote the health, well-being, social emotional growth and development of young children and to support the self-empowerment of families.



The Riverside Early Head Start is a federal program for low-income families living in Somerville with infants and toddlers, as well as pregnant women. The program is designed to support families by promoting healthy prenatal care, infant/toddler care, and the well-being of the entire family. The goal is to give their young children an early head start in their intellectual, social, and emotional development. With sensitivity to families whose first language is not English, the Early Head Start program reflects the diversity of the City of Somerville. Our employees often speak two languages and our programs is respectful of the various cultural norms practiced within each family.

**Riverside Community Care**

THE HELP YOU NEED CLOSE TO HOME



## Introduction

This annual report has been prepared in order to comply with the Head Start Reauthorization Act of 2007.

The Act states that: "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 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 review by the Secretary 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."

*(A) The total amount of public and private funds received and the amount from each source.*

The FY14-15 funding:

DHHS/Department of Children And Families	1,284,237.00
Head Start State Supplemental Grant	15,362.00
American Dental Association	3,500.00
Frank Barnard Foundation	2,000.00
<b>Total:</b>	<b>1,305,099.00</b>

*(B) An explanation of budgetary expenditures and proposed budget for the fiscal year.*

\* The budget was prepared in the customary Grant Application Budget Instrument (GABI) format.

### Budget Categories

Personnel  
Payroll Taxes and Fringe Benefits  
Consultants  
Occupancy  
Other Spending  
Transportation: Local Travel and Travel  
Equipment  
Supplies  
Parent Services  
Training and Staff Development  
Publications and Advertising

\* A full budget narrative is available upon request.

*(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.*

The total number of children and families served this year was 126. Out of the total families served 17 were pregnant women. The average of monthly enrollment was a 100%.



*(D) The results of the most recent review by the Secretary and the financial audit.*

There were two on-site reviews completed this year. In December 2014 we had the ERSEA review. One of the areas was found as of non-compliance; In-Kind. An action plan to address the issue was developed and presented to the regional office. We are still waiting to hear from the office.

The most recent Risk Management monitoring took place in January 2014. No areas of concern were noted therefore no action plan was required.

### **Opinion on Each Major Federal Program**

In our opinion, Riverside Community Care, Inc. complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2014.

Boston, Massachusetts  
November 5, 2014

*Feeley & Driscoll, P.C.*



*(E) The percentage of enrolled children that received medical and dental exams.*

Medical exams: 93%

Dental exams: 97%

*(F) Information about parent involvement activities.*

Riverside Early Head Start continues to focus on the importance of family engagement:

- From the very first meeting with the family, parents are offered the opportunity to be involved in their child's development. Parents provide information during the enrollment process, and complete the initial Social/Emotional screening instrument.
- The Family Support Workers partner with parents to create family partnership agreements by evaluating family needs, strengths, interests in continuing education/training, and program participation.
- Parent involvement in program oversight and development continues through Parent Committees, Policy Council, self-assessment, and community assessment teams, etc. Parents are encouraged to assume an active role in leading meetings, and providing input regarding program operation throughout the year through various avenues including; surveys, meeting agendas, and face-to-face communication.

### **Riverside Mission Statement**

We are here to make a difference in the lives of individuals, families, and communities by delivering compassionate, locally-based, integrated behavioral healthcare and human services.

- We believe that people possess the ability to grow and change and we are focused on providing high quality and responsive services in support of individual and collective goals.
- We believe quality care should be available to all who need it and we are outspoken and effective public policy advocates.
- We believe in the power of collaborative care and we work to form strong and effective partnerships with the people we serve, healthcare systems, educational institutions, and other public and private organizations.
- We believe that our workplace is vibrant because it is respectful, diverse, and encourages learning and innovation.

*Excellence is the guiding principle in everything we do.*

Thank you for taking the time to read our Annual Report.

If you have any questions, we would welcome the opportunity to discuss our program with you.

#### **Riverside Early Head Start**

474 Broadway, Somerville, MA 02145  
Phone: 617-629-6652  
Fax 617-629-6644

