

# Riverside Early Head Start

A SERVICE OF RIVERSIDE COMMUNITY CARE

## ANNUAL REPORT 2021-2022



Watercolor 'Sleepy Bear' by Destiny 5<sup>th</sup> Grade Healey Elementary School

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# MISSION STATEMENTS

## Riverside Community Care Mission Statement

**We make a difference in the lives of individuals, families, and communities through innovative and compassionate behavioral healthcare and human services, and we use technology to improve access to quality care and expand our impact.**

We believe that –

- hope is an essential element of our work.
- quality care should be available to all.
- excellence must be a guiding force in everything we do.
- advocacy on healthcare and human services is our responsibility.
- a diverse and respectful workforce is essential to attaining our mission.

## Riverside Early Head Start Mission Statement

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

## Riverside Early Head Start Program Goals 2022-2027

The program will *partner with expert organizations* to build sustainable economic and training pathways which strengthen *family well-being, economic mobility, and financial literacy*.

The program will recruit, retain, and develop qualified staff to serve and promote industry *Trauma Informed Care; Inclusionary; and Diversity* best practices which support *measurable improvements* to children and families *social-emotional, cognitive, and physical well-being*.

The program will continue to *develop, structure, and utilize* strong management systems (and processes) to ensure *measurable, responsive, and individualized* outcomes for children and families.

The program will *partner with community and enrolled families* to foster environments and shared learning experiences which *support developing and employing* child development domain capacity and appropriate school readiness supports within *home and community environments*.

# DIRECTOR'S CORNER

Parents, Community Members, and Partners:

The Riverside Early HeadStart program, staff, parents, and community members continue to remain steadfast in their commitment to support each other and provide quality programming.

We continue to secure community partnerships and ongoing training resources, such as the well-received MASSAIMH Endorsement Pathway and Reflective Practice Consultation Series, Financial Literacy Training Series, Reggio Emilia Environments and Instructional Practice Initiative, and Tech Goes Home program, within the cities of Cambridge, Medford, Somerville, and Greater Boston region. Each partnership continues to assist us in supporting skills, tools, and resource pathways which bolster our program's collective ability to provide high quality services, targeting the needs of enrolled families and coalition network partners.

We continue to define and refine internal monitoring systems and deliver on our mission to deliver high quality educational in-home activities, effective curriculum planning, and individualized assessment and observations for all enrolled children.

In effort to support capacity development across all staffing levels we have continued to partner with the Massachusetts Association of Infant and Toddler Mental Health and Brazelton's Touch Points Center. Agencies of expertise, such as these, continue to assist all staff in developing Reflective Practice, Infant and Toddler Mental Health capacity, and social emotional and wellness resiliency.

Of note, our program has been fortunate to receive a significant Office of Head Start carry over budget funding appropriation of \$319,946 which will support us in addressing several program facility modernization priorities. Funding allocations will prioritize refitting the onsite socialization room to align with Reggio Emilia inspired environments and instructional materials, large conference room training space to support modular, and responsive training environments meeting the needs of program staff, clients, and community members; and providing additional training, leadership, advocacy, and consultation services to support building and maintaining staff, client, and program initiatives.

Prior one-time funding priority projects and onsite renovations have largely concluded with office refits, painting, flooring, HVAC units and window installations having been satisfactorily completed.

We extend sincere thanks to our devoted community partners, as each continue to support our community and program, reinforcing a collective community strengths-based approach. It remains our intention to best support our community, within a responsive, warm, and engaged environment; we hope to deliver on this promise and will remain steadfast with the collective trust you all continue to place in our hands.

Thank you.  
Matthew Kardonsky

# FINANCIAL STATEMENTS

## Total amount of public and private funds received (A)

Department of Health and Human Services, Administration of Children and Families: Office of Head Start:

Annual Grant Award: \$1,475,788.00

Carry Over Budget: \$319,946.00

Cost of Living Adjustment: \$42,943.00

Department of Early Education and Care, State Supplemental Grant: Head Start State Collaboration Office:

Annual Grant Award: \$133,610.00

## Budgetary Projections & Expenditures (B)

DESCRIPTION	Total Budget Federal	20% Non- Federal Share	Actual Expenditures
<b>A. Personnel</b>	\$870,521	\$75,400	\$912,497
<b>B. Fringe Benefits</b>	\$168,480	\$14,152	\$189,905
<b>C. Travel: T&amp;TA</b>	\$ 4,000	\$ -----	\$ -----
<b>D. Equipment</b>	\$ -----	\$ -----	\$ -----
<b>E. Supplies</b>	\$ 53,495	\$ -----	\$ 14,779
<b>F. Contractual</b>	\$ 36,670	\$ -----	\$ 12,197
<b>G. Construction</b>	\$ -----	\$ -----	\$ -----
<b>H. Other</b>	\$ 413,659	\$ 265,091	\$ 132,668
<b>Other T &amp; TA</b>	\$ 26,931	\$ -----	\$ 21,117
<b>I. Total Direct Charges</b>	\$ 1,573,756	\$ 354,643	\$ 1,283,163
<b>J. Indirect Charges</b>	\$ 138,985	\$ 9,950	\$ 230,649
<b>K. TOTALS</b>	\$ 1,712,741	\$ 364,593	\$ 1,513,812
<b>Federal Funding</b>	\$ 1,712,741	\$ -----	\$ 1,513,812
<b>NFS Match</b>	\$ 364,593	\$ -----	\$ 61,366
<b>Totals</b>	\$ 2,077,334	\$ -----	\$ 1,575,178

## **Program Cumulative Enrollment (C)**

REHS served 58 Children, with nearly 70% of enrolled children being two years and under, along with 4 pregnant women over the 2021-2022 program year. Monthly program enrollment averaged 44-50 % throughout the program year, largely because of workforce and credentialing challenges within our Home Visiting field. The creation of a first entry to field Program Support Specialist-HVCDA training position will assist the program in identifying personnel fit for Home Visiting services but without required Office of Head Start credentials. The creation of this position will ensure adequate orientation to OHS requirements, program mission, philosophy, and Home Visitor Child Development Associate credentialing within the six-month orientation period.

## **Secretary Review and Financial Audit (D)**

No formal review from the Secretary occurred during this reporting period. Financial audit: FY 21' results show a small surplus for the year, with formal June 30, 2022, audit by CliftonLarsonAllen LLP found no material weakness or significant deficiencies identified throughout the extensive agency audit.

REHS received their most recent Focus Area Two Federal Monitoring Review during the week of November 11-15, 2019, with no additional Office of Head Start reviews occurring since. The Focus Area Two review consisted of weeklong discussions, data explorations, and interviews with staff, parents, and Board members which audited the overall program design, management, and governance structures. The program was found to be in compliance without noted deficiency or non-compliance concerns.

Program expects to receive an upcoming Focus Area One Federal Monitoring Review to align with the new five-year project period May 1, 2022- April 30, 2027.

## **Medical and Dental Exams for Enrolled Children (E)**

REHS children and prenatal families continue to receive appropriate support in accessing and securing medical, dental, immunizations, sensory and developmental services. Approximately 99% have identified medical homes, 99% dental homes, 80% up to date Well-checks, 80% up to date immunizations, and 100% identified as having access to medical insurance.



***60% of Riverside Early Head Program Parents have attended at minimum one in person socialization, parent training, or leadership and planning council session.***

## **Parent Involvement Activities (F)**

Program's 4-part Financial Literacy Training series was well received with 14 parents attending and completing the 4-part Financial Literacy training series. The 4-part training series prioritized parental skill building and exposure to core financial services. Training session topics included *Financial Services 101; Asset Building; Fraud Prevention; and Sustainable Fiscal Planning.*

Program's Program Year End Transition Event was well attended with 14 children transitioning and a total of 35 family members attending the outdoor celebration. Community partner Somerville Growing Center hosted the outdoor celebration with locally based Cambridge musicians Sol y Canto providing music, along with Star Festas providing dancing and Facepainting.

Program's Policy Council members continue to actively engage with program planning and grant funding proposals; successfully drafting and submitting the Riverside Early Head Start 5-Year project period grant application, Carry Over Budget Proposal, COLA, and Annual Massachusetts State Supplemental Application Proposal.

Program's Tech Goes Home Program continues to be well received with 7 parent's attending and completing the 15-hour Curriculum package; this year planned and facilitated by two REHS parent co-facilitators.

The Annual Family Summer Fun event remains well attended with children, family members, friends, and community members attending the outdoor celebration.



## SCHOOL READINESS (G)

Riverside Early Head Start continues to prepare children for preschool and later school experiences through the provision of individualized curriculum that addresses social, emotional, physical, language, and cognitive development, as well as approaches to learning, literacy, and mathematics. Through age-appropriate screenings (ASQ/ASQ-SE), observations and assessment (DRDP), and ongoing family input, each Home Visitor partners with parents to create an individualized school readiness plan that reflects the goals for each child. During the program year 2021-2022 REHS facilitated multiple professional development opportunities for staff centered on school readiness, quality assessment and observations, and collaboratively partnering with parents to ensure the reinforcement of best practices and strategies which promote school readiness. We plan to maintain our approach and goal selection throughout 2022-2023 to ensure progress is maintained. Child outcomes data demonstrated that the majority of two-year-old children met or exceeded expectations in these areas as follows:

DEVELOPMENTAL DOMAIN	GOAL	% OF TWO-YEAR-OLDS WHO MET/ EXCEEDED EXPECTATIONS
SOCIAL-EMOTIONAL	Manage emotions with the help of familiar adults	67%
PHYSICAL	Begin to learn and practice healthy and safe habits	100%
LANGUAGE	Use increasingly complex and varied language for conversations and communication	75%
APPROACHES TO LEARNING	Develop strategies to make discoveries and solve problems through the use of creativity, persistence, and imagination	100%
COGNITION	Develop emerging mathematical skills and knowledge	60%



# REHS - MASSAIMH ENDORSEMENT

## MASSAIMH

The Massachusetts Association for Infant Mental Health (MASSAIMH) is a non-profit interdisciplinary, professional statewide organization established to promote and support the optimal development of infants, very young children, and families through relationship-focused workforce development and advocacy efforts.

We recognize the vital importance of the foundational early years of development and that families need and deserve the support necessary in order to be able to nurture their children. Like you, we are providers and professionals serving young children and families and are dedicated to promoting healthy social and emotional development in the earliest stages and relationships of life.

## Mission Statement

To promote family and infant and early childhood social and emotional well-being as foundational to development

Enhance and link specialized training, research, policy, advocacy, and preventive and therapeutic intervention through collaboration across systems, disciplines, and providers.

IECMH Endorsement® Categories					
	Infant/Early Childhood Family Associate	Infant/Early Childhood Family Specialist	Infant/Early Childhood Family Reflective Supervisor	Infant/Early Childhood Mental Health Specialist	IMH/ECMH Mentor-Clinical, Research/Faculty, or Policy
Scope of Work	PROMOTION	PREVENTION/EARLY INTERVENTION	PREVENTION/EARLY INTERVENTION & PROVIDER OF RSC	CLINICAL INTERVENTION/TREATMENT	MACRO
Education	Any Academic Degree <sup>1</sup>	No Degree	No Degree	Masters, Post-Graduate	Masters, Post-Graduate
Work Experience	Min. 2 yrs. of early childhood related work experience or volunteer experience in an applicable role <sup>3</sup>	Min. 2 yrs. of prevention and/or early intervention services with 0-36 mo/3-6 yr. olds & their caregivers/families; served a min. of 10 families	Min. 2 yrs. of prevention and/or early intervention services with 0-36 mo/3-6 yr. olds & their caregivers/families; served a min. of 10 families <b>PLUS</b> provider of RSC for 1+ yr	Min. 2 yrs. post-masters ECMH practice working on behalf of caregiver-young child relationship	Min. 3 yrs. as an ECMH practice leader (policy, research/faculty and/or clinical) <b>PLUS</b> provider of RSC for 3+ years. <sup>3</sup>
In-Service Training	Minimum 30 hrs., average 40 hrs.	Minimum 30 hrs., average 50 hrs.	Minimum 48 hrs., average 75 hrs.	Minimum 30 hrs., average 75 hrs.	Minimum 48 hrs. <sup>4</sup> , average 75 hrs.
References	3	3	3	3	3
Reflective Supervision with a Qualified Provider	Not Required	Min. 24 hrs. received	Min. 24 hrs. received; 12 hrs. about the provision of RSC	Min. 50 hrs. received	Min. 50 hrs. received; 25 hrs. about the provision of RSC
Written Exam	No	No	No	Yes	Yes



# ANNUAL REPORT: HEAD START 2007 ACT

## Head Start 2007 Act Compliance Statement

This annual report has been prepared in compliance with the Head Start Reauthorization Act of 2007. The Act Section 644 (2) 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.

**Riverside Early Head Start**

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