



## Early Head Start Home Based Program Annual Report

*Serving low-income families in Trenton, New Jersey*

The Children's Home Society of New Jersey  
Early Head Start Home Based Program  
635 S. Clinton Avenue  
Trenton, NJ 08611



2012—2103  
Funding Year

## Table of Contents

Program Description .....	2
Demographics .....	4
Program Priorities .....	5
Program Outcomes 2012-2013 .....	6
Parent Involvement .....	9
Community Partnerships .....	10
Expenditures .....	11
2013-2014 Program Goal, Results and Benefits .....	12

# **Early Head Start Home Based Program**

## **Annual Report**

**2012-2013**

### [Program Description](#)

The Children's Home Society of New Jersey Early Head Start Home Based Program ensures that 72 Early Head Start eligible children/families from Trenton benefit from enhanced individualized child development, healthy parenting, and overall quality early childhood home visiting services. The program provides services to Expectant Mothers, and children Birth to Three years old. The ESHBP focuses on providing services which will enhance the child's social, emotional, cognitive, and physical development. Pre and Post Natal services are provided to Pregnant Mothers. Parents, as a child's first and most important teachers, are encouraged to lead in the decisions concerning the scope of their home visits and the content of individualized family plans to further their parenting capacities and their child's education and well being. Our program recognizes the importance and impact of quality early childhood education.

We remain committed to the Head Start philosophy of working with the whole child within a family. Each infant and toddler we serve is viewed as a unique child with unique strengths and needs. Those strengths and needs determine the specifics of how we help parents foster his/her social, emotional, intellectual, and physical development. Families are encouraged and taught to work with their children to provide them with a range of developmentally appropriate sensory, motor and manipulation that enhance motor, cognitive, and perceptual skills. A wide variety of activities are taught to parents to provide rich stimuli for the senses to enhance the construction of neural works.

We have enriched our program by providing training for Home Visitors with the newest neurobiological brain development findings. By understanding how a baby's brain grows and becomes successfully "wired", we help home visitors teach parents how to better touch, better bond, more productively interact and talk to, stimulate and soothe their infant/toddlers to maximize healthy brain development. The Home Visitors fully understand the community in which their families live and are able to refer a family with whom they work to the needed family support services such as rental assistance, low income housing, trauma associated with violence, food stamps, mental health, and job/career assistance.

The ESHBP program operates from 9-5, Monday through Friday with additional staff hour's weeknights whenever needed by a family. This is done to accommodate the needs of working parents who require flexible scheduling to access Home Visiting and Socialization Groups. Culturally competent, Home Visitors provide all children with an average of 48 Home Visits per year each lasting 90 minutes, two socializations activities per month (24/year) and for pregnant moms, two 60-minute home visits per month. Our program also includes outreach to and involvement of fathers and other primary caregivers.

We ensure that some staff members are bilingual, that all staff members are culturally sensitive, and we help families celebrate and value their diverse cultures and customs. Creating opportunities for family engagement and parent leadership is always a priority.

Early Head Start is a comprehensive, two-generation federal initiative aimed at enhancing the development of infants and toddlers while strengthening families.

- **An emphasis on high quality** which recognizes the critical opportunity of EHS programs to positively impact children and families in the early years and beyond.
- **Prevention and promotion activities** that both promote healthy development and recognize and address atypical development at the earliest stage possible.
- **Positive relationships and continuity** which honor the critical importance of early attachments on healthy development in early childhood and beyond. The parents are viewed as a child's first, and most important, relationship.
- **Parent involvement** activities that offer parents a meaningful and strategic role in the program's vision, services, and governance.
- **Inclusion** strategies that respect the unique developmental trajectories of young children in the context of a typical setting, including children with disabilities.
- **Cultural competence** which acknowledges the profound role that culture plays in early development. Programs also recognize the influence of cultural values and beliefs on both staff and families' approaches to child development. Programs work within the context of home languages for all children and families.
- **Comprehensiveness, flexibility and responsiveness** of services which allow children and families to move across various program options over time, as their life situation demands.
- **Transition planning** respects families' need for thought and attention paid to movements across program options and into—and out of—Early Head Start programs.
- **Collaboration** is, simply put, central to an Early Head Start program's ability to meet the comprehensive needs of families. Strong partnerships allow programs to expand their services to families with infants and toddlers beyond the door of the program and into the larger community.

## Cornerstones

**Child Development:** Program will support the physical, social, emotional, cognitive, and language development of each child. Parenting education and the support of a positive parent-child relationship are critical to this cornerstone.

**Family Development:** Program will seek to empower families by developing goals for themselves and their children. Staff and parents develop individualized family development plans that focus on the child's developmental needs and the family's social and economic needs. Families that are involved in other programs requiring a family service plan will receive a single coordinated plan so that they experience a seamless system of services.

**Community Building:** Program will conduct an assessment of community resources so that we may build a comprehensive network of services and supports for pregnant women and families with young children. The goal of these collaborative relationships is to increase family access to community supports, make the most efficient use of limited resources, and effect system-wide changes to improve the service delivery system for all families in the community.

**Staff Development:** The success of the Early Head Start program rests largely on the quality of the staff. Staff members must have the capacity to develop caring, supportive relationships with both children and families. On-going training, supervision, and mentoring will encompass an interdisciplinary approach and emphasize relationship-building. Staff development will be grounded in established "best practices" in the areas of child development, family development, and community building.



The Children's Home Society of New Jersey  
Early Head Start Home Based Program  
Program Report – 2012-2013

EHS Funded Enrollment	72	
Children by age:	# of children at enrollment (cumulative)	Percentage at end of Enrollment Year
Under 1 year	47	
1 year	38	
2 years	34	
Total Pregnant Women	21	
Total Cumulative Enrollment	140	
Eligibility		
Income below 100% Federal Poverty Line	74	
Receives Public Assistance (TANF, SSI)	38	
Over Income	5	
Homeless	23	
Ethnicity		
Black or African American	84	
White	0	
Bi-Racial	0	
Hispanic/Latino	56	
Primary Language Spoken		
English	83	
Spanish	56	
African Language	1	
Health		
Number of children with Health Insurance	119	100%
Number enrolled in CHIP or Medicaid	117	
Number of children with ongoing health care	119	100%
Number of children up-to-date on their immunizations according to the State EPSDT Schedule	119	100%
Number of children receiving dental care	62	52%
Disabilities		
Number of children with an IFSP	35	
Pregnant Women Services		
Number of Women receiving:		
Prenatal Health Care	21	
Post Partum Health Care	16	
Mental Health Intervention & Follow-up	6	
Substance Abuse Prevention	21	
Prenatal Education Fetal Development	21	
Information on Benefits of Breastfeeding	21	

## Program Priorities:

CHS of NJ Early Head Start Program used the findings from the Community Assessment and parent input to establish program priorities for both services and training/technical assistance. Our program priorities focus on the following issues:

- Promoting school readiness in all domains;
- Developing community partnerships to bring resources to families;
- Understanding normal child brain development and the impact of trauma on a child's brain development from pregnancy to age three, including integrating trauma-informed interventions;
- Helping families become self-sufficient by learning how to access resources, including English for Speakers of other Languages (ESL), adult education and employment related services;
- Working with families where neglect, substance abuse, and/or domestic violence is a concern;
- Strengthening our Early Head Start Program collaboration with the New Jersey Department of Children and Families for families connected with the child welfare system;
- Continuing our focus on disabilities services; and
- Continuing our focus on health services, including nutrition, exercise and health impacts of obesity (e.g., diabetes).



## Program Outcomes 2012-2013

### Health and Nutrition:

- ◆ Renewed Memorandum of Understanding with The College of New Jersey School of Nursing
- ◆ Oriented and supervised 6 senior student nurses in their community health clinical
- ◆ Established a new Memorandum of Understanding with Hamilton Dental Associates
- ◆ Provided parent and staff related trainings on Oral Health
- ◆ Provide complete oral health screenings for infants, toddlers and pregnant mothers
- ◆ 3 HSAC (Health Advisory Committee) meetings held during program year with 12 total participants on committee. Members include community representatives, nurses, social workers, dieticians and a dentist.
- ◆ Implemented "I am Moving I am Learning" Initiative with Choosy Kids during socialization activities
- ◆ Provided Doula Services to pregnant mother that needed additional supports during labor in December 2012
- ◆ 100% of children had medical homes throughout program year
- ◆ Health & Nutrition Supervisor presented at the New Jersey Head Start Association Conference
- ◆ Implemented Infant Massage Classes for parents with children ages 3-9 months
- ◆ 50% EHS families participated in the Health and Dental Day Event on March 29, 2012.
- ◆

### Family and Community Partnerships:

- ◆ Maintained Funded Enrollment of 72 Participants throughout the program year
- ◆ Total of 137 Participants for the year (2012-2013)
- ◆ 14 DYFS cases for the year
- ◆ EHS was featured on local T.V. and radio regarding EHS services and EHS Annual Early Childhood Disabilities and Health Fair
- ◆ Total of Nineteen (19) MOU's (*Central Jersey Family Health Consortium, Mercer County WIC, Horizon Blue Cross Blue Shield, Mercer County Planned Parenthood, Henry J. Austin Health Center, Inc., Henry J. Austin Asthma Improvement Program, Hamilton Dental Associates, Trenton Head Start, Woman Space, Mercer Street Friends Food Stamp (SNAP Ed) Outreach Program, Mercer Family Support Organization, Dress for Success, Trenton Housing Authority VI and Community Supportive Services Program, AAMH, FACES, Mount Carmel Guild, Parent Anonymous of NJ, Home Front*)
- ◆ MOU Pending with Trenton Board of Education Early Childhood Department
- ◆ Successfully maintained the Parent Recruitment Advisory Committee
- ◆ Provided Family & Staff Trainings
- ◆ Seventeen (17) Fathers participated in the Father's Improving Together (F.I.T) Program



## Program Outcomes 2012-2013

### **Recruitment efforts included participation in the following:**

- ◆ Annual Latino Parent Conference Sept. 2012
- ◆ Trenton Education Association – Trenton Parent Organization Forum Fair March 2013
- ◆ WIMG/WZBN Simulcast May 2013 and June 2013
- ◆ Resource Fair with Department of Child Protection and Permanency April 2013
- ◆ Community Health Fair – Parker School May 2013
- ◆ Trenton Housing Authority Collaboration Mtg. May 2013
- ◆ Outreach to Home Front Family Preservation Center-Parent Group May and July 2013
- ◆ Faith and Health Community Dinner June 2013
- ◆ Presentation to Family Guidance Staff July 2013
- ◆ WIC Office Outreach December, July, August
- ◆ Monthly Outreach within the 4 wards of Trenton

### **Community Outreach to local community agencies and neighborhoods**

### **Referrals /Family Services include the following:**

- ◆ Housing related services: low-income housing, subsidies, furniture assistance, utilities etc; (15 )
- ◆ Emergency/Crisis Intervention immediate needs for food, clothing, or shelter (29)
- ◆ ESL services (16)
- ◆ GED/College program (3 )
- ◆ Job Training (3 )
- ◆ Kinship services (1 )
- ◆ Domestic Violence Services (7)
- ◆ Child Abuse and Neglect services (6)
- ◆ Substance Abuse Prevention (6)
- ◆ Child support Assistance (4)
- ◆ Parenting education (10)
- ◆ Relationship Education (22)

## Program Outcomes 2012-2013

### Mental Health Services:

- ◆ 18 Mental Health consultations with program staff about the child's behavior/mental health
- ◆ 29 Mental Health consultations with parent (s)/ guardian (s) about child's behavior/mental health
- ◆ 2 Children referred outside of EHS for mental health services
- ◆ 42 Families received Mental Health Services

### Education/Early Childhood Development:

- ◆ 2,959 Home Visits completed for the year
- ◆ 41 Socializations completed for the year
- ◆ Continued staff training and working with two Home Visitors to obtain CDA Credential
- ◆ Develop an ongoing assessment for School Readiness Plan

### Disabilities Services:

- ◆ 35 Children with IFSP which supersede the federal mandate of providing service to children with disabilities.
- ◆ Eighteen (18) transitions were completed with appropriate placement for the year.
- ◆ Disabilities Coordinate and Appropriate EHS Staff participated in 28 IFSP meetings, 17 reviews and 13 Early Intervention evaluations, supporting and advocating for children with disabilities.
- ◆ 37 referrals received for the year and service coordination and follow up were provided
- ◆ Disabilities Fair very successful...**69 kids, 60 parents and 27 vendors.**



## Parent Involvement

Parents are a child's first and most important teachers and, therefore, are true partners in Early Head Start. There are many ways to participate in Early Head Start. We encourage parents to be as involved in the program as their schedule permits. We offer a variety of services, activities, and trainings to parents in order to foster healthy parent-child relationship.

### Parent Involvement Activities

- ◆ Policy Council members were elected from Early Head Start parents of children currently enrolled in program.
- ◆ Policy Council approved hiring, approved grant proposals, and met monthly
- ◆ Early Head Start Orientation and Governance training was provided to all interested parents and community members
- ◆ Variety of Parent Training offered throughout the year
- ◆ The Annual Health & Dental Day Event was held twice a year
- ◆ The Annual Disabilities Fair was held in Spring 2013
- ◆ Toothbrushes, floss and toothpaste were given to families as part of the oral health education
- ◆ Parents were treated to a day of pampering at the local Beauty School and Barbershop
- ◆ Parents participated in Program Self Assessments
- ◆ Parents attended Head Start/Early Head Start training and conferences
- ◆ Parents participate on Recruitment Advisory Committee and Health Service Advisory Committee



## Community Partnerships 2012-2013

- ◆ Rutgers Cooperative Extension NJ Nutrition Education Program
- ◆ The College of New Jersey School of Nursing
- ◆ Central Jersey Family Health Consortium
- ◆ Children's Specialized Hospital-Hamilton Early Intervention Program
- ◆ Trenton Head Start
- ◆ Mercer County WIC Program
- ◆ Woman Space
- ◆ Horizon Blue Cross Blue Shield of NJ
- ◆ Mercer County Planned Parenthood
- ◆ SNAP
- ◆ Henry J. Austin Health Center, Inc.
- ◆ Henry J. Austin Health Center, Inc. AIM Program
- ◆ Mill Hill Child and Family Development Corporation
- ◆ Hamilton Dental Associates
- ◆ YWCA – ESL Princeton
- ◆ AAMH
- ◆ Mercer Family Support Organization
- ◆ Dress for Success
- ◆ Trenton Housing Authority
- ◆ PEI Kids
- ◆ Mount Carmel Guild
- ◆ Parents Anonymous of NJ
- ◆ Home Front
- ◆ One Simple Wish



THE CHILDREN'S HOME SOCIETY OF N.J.  
 EARLY HEAD START HOME BASED PROGRAM  
 INCOME STATEMENT - ACTUAL VS BUDGET -  
 FOR THE PERIOD JANUARY 1, 2013 THROUGH DECEMBER 31, 2013

FOOT NOTE	* CURRENT PERIOD *	* YEAR TO DATE *			
	ACTUAL MONTH	BUDGET MONTHLY	ACTUAL TO DATE	BUDGET TO DATE	* VARIANCE TO DATE
REVENUES					
FUND RAISING & OTHER INCOME					
EARLY HEAD START REVENUE	66,009	68,463	866,185	868,640	(2,455)
MATCH REVENUE	68,285	17,115	255,926	217,160	38,766
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TOTAL REVENUES	134,294	85,578	1,122,111	1,085,800	36,311
	=====	=====	=====	=====	=====
EXPENDITURES					
SALARIES	32,224	43,908	533,449	545,239	(11,790)
FRINGE BENEFITS	11,108	13,187	170,511	166,198	4,313
PROFESSIONAL FEES	785	757	12,370	12,675	(305)
CLIENT MISCELLANEOUS	0	125	3,719	4,000	(281)
POSTAGE	521	345	4,810	4,138	672
COMMUNICATIONS	751	707	9,170	8,483	687
TRAVEL	241	403	6,475	7,814	(1,339)
MATERIALS & SUPPLIES	346	518	13,909	11,073	2,836
PRINTING	220	393	4,127	4,724	(597)
ADVERTISING	55	-150	5,470	500	4,970
* CONFERENCES/TRAINING	2,285	1,480	19,880	22,335	(2,455)
DUES	32	101	1,889	1,205	684
INSURANCE	817	1,022	11,885	12,256	(371)
RENT	2,920	2,843	34,788	34,114	674
MAINT. OF BLDG. & EQUIP.	1,240	1,211	19,306	14,538	4,768
UTILITIES	1,040	1,613	22,760	19,348	3,412
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TOTAL EXPENDITURES	54,585	68,463	874,518	868,640	5,878
IN-KIND TRAINING/CONSULT	0		1,220		
IN-KIND RENT-HOME VISITS	1,357		14,627		
DEPRECIATION	0		38,322		
VOLUNTEER TIME	6,323		29,968		
PARENT SERVICES	42,816		63,192		
DONATED SUPPLIES	9,612		10,477		
IN-KIND RENT	8,177		98,120		
	-----	-----	-----	-----	-----
MATCH	68,285	17,115	255,926	217,160	38,766
TOTAL EHS & MATCH EXP.	122,870	85,579	1,130,444	1,085,800	44,644
	=====	=====	=====	=====	=====
EXCESS OPER. REV. VS EXPEND.	11,424	(0)	(8,333)	0	(8,333)
	=====	=====	=====	=====	=====

\* TOTAL CHARGES ON CORP AM/EXP FOR 2013 WERE \$10,374.94, \$8,682.33 FOR CONFERENCE EXPENSE, \$873.65 FOR TRAVEL, \$475 FOR RECRUITMENT ADVTG, AND \$343.96 FOR PROGRAM SUPPLIES.

## Work Plan 2013 -2014

We are enhancing our existing design which currently meets all ESHB standards by articulating new goals for Year Four. These goals will be reflected in our program enhancements. These goals represent achievable outcomes that we are prepared to implement immediately, and they respond to urgent needs we have already seen among our families.

### Program Goal

The Early Head Start program vision is that all Trenton children are ready for school, families are ready to support their children's learning, and schools are ready for children. CHSofNJ Early Head Start Program has established four major goals for the upcoming year prioritize related to *(1) improving family stability and parental care; (2) promoting the overall physical, cognitive, social/emotional and language development of children; (3) ensuring children's successful transition to preschool; and (4) enhancing our effectiveness in working with at-risk families and children impacted by trauma.* By focusing on these four areas CHSofNJ will enhance our program's ability to help children develop the skills, knowledge and attitudes necessary for success in school and for later learning in life.

### Results or Benefits Expected for Next Year (Outcomes)

Over the next three years the CHSofNJ Early Head Start Program will achieve the following results/benefits as a result of meeting our goals and objectives:

- ◆ CHSofNJ Early Head Start Program will provide continuous, intensive and comprehensive child development and family support services.
- ◆ Parents will achieve greater self-sufficiency.
- ◆ Program will support healthy pregnancies and positive child birth outcomes.
- ◆ Parents will develop as nurturing and responsive caregivers.
- ◆ Enhanced family well-being with families participating in services to ensure safety, health and financial stability.
- ◆ Increased parent connections to peers and community.
- ◆ Parent leadership and advocacy.
- ◆ Program will continue to develop professional learning and self support system.
- ◆ A seamless transition to preschool.
- ◆ Program will continue to develop professional learning and self support system.

Progress along our goals, objectives and anticipated results will be monitored and documented. All results will be aggregated and the information will be reflected throughout the year in reports to EHS Administrative Staff, Board of Directors, EHS Staff and EHS Policy Council.

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Donna Pressma, President & CEO

**Early Head Start Administrative Staff**

<b><u>Title</u></b>	<b><u>Name</u></b>	<b><u>Extension</u></b>
Director	Wendy Garrett	137
Administrative Assistant	Jodie Otilie	163
Education/ECD Supervisor	Candis Wade	107
Health/Nutrition Supervisor	Mercedes Gutierrez, MD	143
Disabilities/Mental Health Specialist	Nicole Heron	118
F&CP Supervisor	Ericka Williams	140

**Early Head Start Home Visitors**

Home Visitor	Adriana Costello	199
Home Visitor	Theresa Elam	197
Home Visitor	Shardae Giddens	196
Home Visitor	Martriza Aguero	164
Home Visitor	Brenda Holmes	165
Home Visitor	Tania Tapia	198



The  
Children's  
Home Society

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Wendy Garrett, EHS Director