



:: ANNUAL REPORT ::

2011-2012

COUNTY OF SAN BERNARDINO

PRESCHOOL SERVICES DEPARTMENT



PRESCHOOL SERVICES
DEPARTMENT



Introduction

The County of San Bernardino Preschool Services Department (PSD) has operated Head Start and State Preschool programs since 1965. PSD provides early childhood education and family development services to over 6,000 children (ages 0-5) and their families at 41 locations countywide.

PSD places high priority on serving low income families, pregnant mothers and teen parents, children with special needs as well as those in foster care or homeless shelters. Our program offers comprehensive child development and family support services designed to address developmental goals for children and support for parents in achieving self-sufficiency.

We are proud of both our challenges and strengths. By proactively preparing for these challenges, our program has created and implemented innovative projects and models which have increased the resources and services provided to our communities.

One of the largest challenges is the vast geographic size of our county. At 20,000 square miles, the County of San Bernardino is the largest county in the contiguous United States by area; bordered by 5 other counties and two states. This exceeds the square mileage of Connecticut, Delaware, Massachusetts and Rhode Island combined.

As a County department, PSD has access to resources, oversight and services that would be largely unavailable to other Head Start or State Preschool program. This fact makes us one of the most unique programs in the country. Our County partners include the Departments of Behavioral Health, Public Health, Children and Family Services, Transitional Assistance, First 5 and many more. Collaboration amongst these agencies ensures the best possible services are provided to children and families and maximizes our value to all communities countywide.



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Preschool Services Department Shared
Governance Board Biographies

Gary Ovitt

Board of Supervisors, 4th District Supervisor

Gary Ovitt is the Fourth District Supervisor. The Fourth District includes the cities of Chino, Chino Hills, Montclair, Ontario and a portion of Upland. The district encompasses 133 square miles and is home to over 400,000 residents.

As a lifelong educator, having served 35 years as a teacher and coach, Gary serves as Chairman of the Head Start program for San Bernardino County and is involved in the County Schools Alliance for Education Partnership.

Gary also serves on a number of other Boards and Commissions including the Inland Empire Health Partnership (IEHP) where he serves as Chairman, California State Association of Counties (CSAC) and the National Association of Counties (NACO) among others.

CaSonya Thomas

Director, Department of Behavioral Health

Ms. CaSonya Thomas is Director of the County of San Bernardino Department of Behavioral Health. She is a proven administrator with a wealth of knowledge in public administration and extensive managerial experience acquired in her 20 years in human services, including over six years in the behavioral health field. She has a Bachelor's Degree in Business Administration and a post-graduate degree in Public Administration, both from Cal State San Bernardino.

Dr. Maxwell Ohikhuare

Public Health Officer, Department of Public Health

Dr. Ohikhuare has over 25 years of experience in the medical field and currently serves as the County of San Bernardino Public Health Officer. He has also served as Chair of the Obstetrics & Gynecology Department at the Riverside County regional Medical Center.

Amy Cousineau

Network Officer, Children's Network

Ms. Cousineau is the Network Officer for the County of San Bernardino Children's Network, which was created to help "children at risk" by improving communications, planning and implementing cooperation among youth serving agencies and collaborating public and private programs to better serve children and youth.

Decky Thams

Manager, State Preschool for the County of San Bernardino Superintendent of Schools

Ms. Thams is the State Preschool manager for the County of San Bernardino Superintendent of Schools. She oversees 36 State Preschools throughout the County and is a permanent member of the Local Child Care Planning Council Executive Board.

Mission Statement

“To Improve the Well-Being of Children,
Empower Families, and Strengthen Communities.”

Vision Statement

- Our children will excel in whatever setting they go to next.
- Our families' quality of life is measurably better after participating in our programs.
- Our efforts increase the quantity and quality of sustainable resources and services countywide.

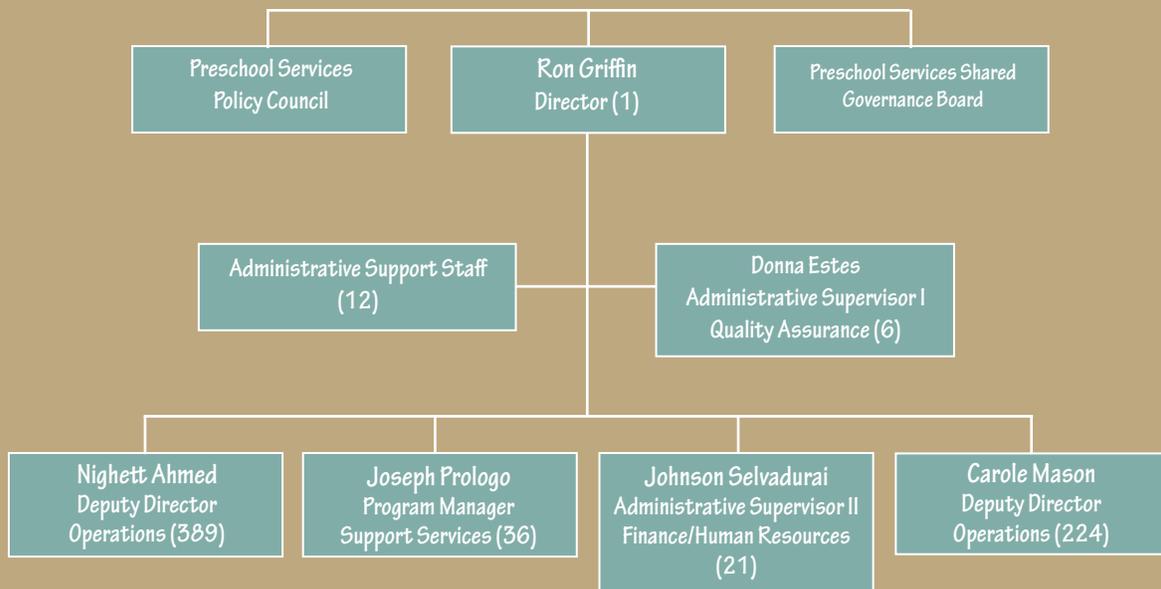


Preschool Services Department

Site Locations

Preschool Services Department-Administration, 662 S. Tippecanoe Ave., San Bernardino, CA 92415-0630.....	909-383-2078
Apple Valley Head Start/Family Learning Center, 13589 Navajo Rd., Apple Valley, CA 92308	760-240-5353
Barstow Head Start/Family Learning Center, 25757 Agate Rd., Barstow, CA 92311	760-253-2336
Del Rosa Head Start/Family Learning Center, 2382 North Del Rosa Ave., San Bernardino, CA 92404.....	909-881-7544
Ontario Maple Head Start/Family Learning Center, 555 West Maple, Ontario, CA 91762.....	909-983-2039
Rialto Renaissance Head Start/Family Learning Center, 1360 West Foothill Blvd., Rialto, CA 92376.....	909-421-3011
San Bernardino Mill Head Start, 503 East Central Ave., San Bernardino, CA 92408.....	909-885-0789
Twentynine Palms Head Start/Family Learning Center, 71409 29 Palms Highway, Twentynine Palms, CA 92277....	760-367-2188
Victorville Head Start/Family Learning Center, 14029 Amargosa Road, St. C, Victorville, CA 92392	760-951-3431
Yucca Valley Head Start/Family Learning Center, 56389 Pima Trail, Yucca Valley, CA 92284	760-369-7424

Organizational Chart





Program Information

The Preschool Services Department (PSD) administers the Head Start/State Preschool and Early Head Start programs in 41 locations throughout the county of San Bernardino. These programs provide early childhood education and family services to over 6,000 disadvantaged children from birth to 5 years of age, pregnant women and families.

HEAD START

Head Start is a national program which provides comprehensive developmental services for children ages 3-5 and their families. This program provides specific services such as:

- Health and Social Services
- Developmental and Behavioral Screenings
- School Readiness
- Parent education
- Family support and social services

These services are designed to support and empower Head Start families, assist them in becoming economically self-sufficient and identifying and achieving personal goals.

EARLY HEAD START

The Early Head Start (EHS) program is designed to assist pregnant women, teen parents, infants and toddlers up to age 3. EHS is designed to assist with enhancing:

- Children's physical, social, emotional and intellectual development
- Pregnant women access to comprehensive prenatal and postpartum care
- Parent education on their child's development
- Parent's efforts to fulfill their parental roles and move towards self-sufficiency

STATE PRESCHOOL

The State Preschool program is a comprehensive child development program that provides a safe and nurturing hands-on learning environment to help each child reach his/her highest potential in the areas of:

- Social Development
- Cognitive/Creative Development
- Language Development
- Physical Development

CHILD AND ADULT FOOD CARE PROGRAM (CACFP)

The Child and Adult Food care Program is a State and Federally funded program that:

- Improves the diets of children under 13 years of age by providing children with nutritious, well-balanced meals
- Aids in developing good eating habits in children that will last a lifetime

LOW INCOME FIRST TIME (LIFT) NURSE VISITATION PROGRAM

LIFT program is a Nurse Home Visitation program for pregnant women and their newborns funded by the County of San Bernardino Department of Behavioral Health. The program is designed to increase healthy pregnancies and deliveries and provide new mothers with infant and child care education.

PRESCHOOL EARLY INTERVENTION (PEI)

The Preschool Early Intervention program was designed as a partnership between Preschool Services Department (PSD) and the Department of Behavioral Health (DBH) to effectively address mental health issues and challenging behaviors that some preschool aged children display in the classrooms.

Enrollment Information and
Audit Results 2010-2011



Enrollment Information

The Preschool Services Department (PSD) provides a foundation for success by giving our children and their families the highest quality child development and support services. The following information was gathered and reported on PSD's Program Information Report (PIR) and monthly enrollment reports for 2011-2012.

Number of Children and Families Served

- Total number of children and families served: 5,923
 - o Head Start and Early Head Start – 4,734
 - o State Preschool – 746
 - o Save the Children – 443
- Average monthly enrollment was: 100%
- Total percentage of eligible (based on program eligibility criteria) children served: 96%

Medical and Dental Information

- Percentage of children who received medical exams: 93%
- Percentage of children who received dental exams: 92%

Information reflected above is as of 5/22/12

Federal Triennial Review With No Findings

In March 2011, the National Office of Head Start completed a week-long unannounced on-site review of Preschool Services Department (PSD). The Federal review team consisted of 18 reviewers who visited most of PSD's 43 sites to complete facility and file reviews as well as staff interviews. The review team determined that our Head Start and Early Head Start programs are in compliance with all applicable Head Start Performance standards, laws, regulations and policy requirements. The federal review team was especially impressed with the level of collaboration between PSD and other County Departments as well as the friendliness and professionalism of PSD staff.

Audit Results for Fiscal Year 2011-2012

The Single Audit Report for fiscal year 2011-2012 was submitted to the Federal Audit Clearinghouse on March 31, 2012. The agency had no findings for Fiscal Year 2010-2011.

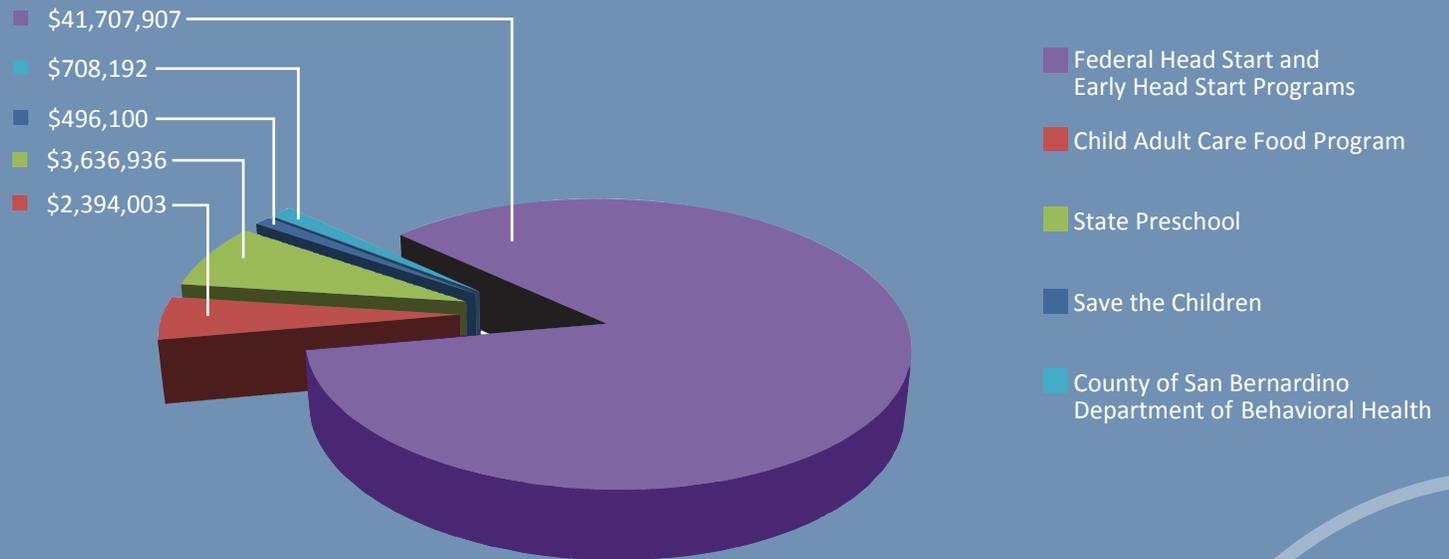
Summary of Funding



Summary of Funding

The Preschool Services Department (PSD) programs are funded through grants from the Federal Administration for Children and Families, Office of Head Start, the California Department of Education's State Preschool, Child and Adult Food Program and other grants. The following is a summary of PSD's grant funding for 2011-2012.

GRANT SOURCES FOR 2010-2011



Accomplishments for 2011-2012



The past year presented new opportunities to the Preschool Services Department (PSD) to provide educational, health and social services support to the County's most disadvantaged children and their families. The department accomplished the following in 2011-2012.

100% PSD TEACHERS WITH ASSOCIATES DEGREES

Effective November, 2011, in accordance with the recently amended Head Start regulations, 100% Head Start teachers in the center-based settings must have an Associate's degree or higher level credential. PSD has successfully achieved this goal.

BROKE GROUND AT THE BAKER LEARNING CENTER

The groundbreaking for the Baker Family Learning Center in Muscoy was held April 20, 2012. Currently, the construction crew has completed trenching the footers for the building and is placing plumbing, water lines, etc. Completion of the building is scheduled for Spring 2013.

PARTNERED WITH SAVE THE CHILDREN TO SERVE FAMILIES IN REMOTE AREAS

PSD partnered with Save the Children (STC), a worldwide organization serving over 13 million children worldwide in 50 countries, to serve over 350 families in remote areas of the county. These areas include the High and Low deserts and mountain communities.

IMPLEMENTED CLASSROOM ASSESSMENT SCORING SYSTEM (CLASS) – PSD AHEAD OF THE CURVE

PSD fully implemented CLASS across the board last program year. CLASS is the new federally mandated evaluation system for measuring and improving classroom interactions in early childhood settings. It focuses on the quality of teacher interaction with children in the classroom. We are proud to say that our agency is progressing successfully in fully implementing the tool, and integrating it into evaluation, monitoring, and professional development systems.

PASSED THE CACFP AUDIT WITH FLYING COLORS

In December of 2011, the Preschool Services Department successfully completed the State of California Department of Education for the Child & Adult Care Food Program (CACFP) Audit. This is significant because of the large number of meals served throughout the county. The program serves nearly 95,000 meals on a monthly basis.

EXPANDED COMMUNITY SERVICES AT NICHOLSON LEARNING CENTER – TUTORING PROGRAM

We currently have expanded services to students from local elementary schools with individual tutoring on a regular basis. In addition, many other activities are provided on an ongoing basis.

ONGOING ACTIVITIES:

- Neighborhood Association Meeting (monthly)
- Community Action Partnership holds self sufficiency meetings at Nicholson
- Job Coaching
- Family Literacy
- Financial Literacy

The computer lab is generally used to capacity with neighborhood children doing supervised homework.

Parent Involvement

The Preschool Services Department (PSD) recognizes the importance of parent involvement in the educational development of their children. We also encourage and support the personal development of all parents. Each year, PSD designates parent activity funds to each site based on the number of enrolled children. The funds are utilized for educational activities designed to meet the individual needs of parents at each site.



Parents vote at each site on the activities they would like to engage in during the year. Parents of enrolled children at each site also have the opportunity to elect one parent to represent them at the PSD Policy Council for a one year term. The Policy Council meets monthly to approve various program activities, budgets, hiring of staff and provide input towards the department's operations.

Parent activities take place at the individual sites and at the Policy Council level. Some the activities in which the parents participated in 2011-2012 included:

Site Parent Training and Activities:

- First Aid/CPR
- Nutrition
- Asthma Management & Prevention in Children & Youth Workshops
- Parenting Classes on Behavior
- Positive Discipline
- Family Strengthening
- Habits of Parents with High Achieving Children
- Raising Children with High Self Esteem
- Healthy Recipes and Nutrition Tips
- Earth Day – Planting and Caring for Flowers
- Muffins for Moms: Increasing Literacy through School to Home Activities
- Finger Foods for Fathers: Increasing Literacy through School to Home Activities
- CERT – Community Emergency Response Teams
- Lead Poisoning/Head Lice
- Résumé Writing
- Making No-sew Blankets
- Kindergarten Readiness through Active Learning
- Assembling Cookie Jars Containing Ingredients for Making Cookies
- Scrapbooking for Personal Use and Gifts
- Cake Decorating
- Sexual Assault Prevention
- Making Portable First Aid Kits
- How to make Healthy Sushi
- Summer Couponing



*Preschool Services Department
Policy Council Activities*

PSD Policy Council Activities:

The County of San Bernardino Preschool Services Department's Policy Council is composed of one parent representative from each site, plus community representatives from various areas of the County. Formation of this Council group is a requirement of the Head Start Program Performance Standards. Members of the Council have several responsibilities, including approval of the Head Start/Early Head Start Program's budget and refunding application, approval of hiring/terminations, approval of additional program operational items, and participation on various committees, which meet monthly, quarterly or bimonthly.

During 2011-2012, Policy Council Committee Activities included:

1. **Health Services Advisory Committee** – The Committee meets twice each year, in the fall and spring. The Committee is composed of 4 Policy Council members and 25 members of the community, representing First 5 Dental Program, Healthy Kids, Patton State Hospital, California Children's Services, Loma Linda University School of Medicine, Loma Linda University School of Nursing, Inland Empire Health Plan (IEHP), American Lung Association, San Bernardino County Public Health Department, Kaiser Permanente, and private physicians. PSD Specialists also attend and participate in the meetings. In October, 2011, the committee members discussed healthy minds and healthy communities, compassion fatigue and stress management. In April, 2012, the board members were recognized for their contributions to the committee and the Preschool Services Department.
2. **Finance Committee** – This Committee meets monthly, prior to the Policy Council meeting. Staff reviews financial reports with the committee, and discusses the importance of gathering non-Federal share information and the up-to-date status of the Policy Council expenses.
3. **Personnel Committee** – Committee members are provided with initial orientation to conduct personnel interviews. Members are selected throughout the year to sit side by side with staff to interview potential candidates for various PSD job positions. This is the first phase of their input into the hiring process. The second phase occurs when the entire Policy Council as a group votes to approve or disapprove eligibility lists for vacant positions.
4. **Training/Technical Assistance Committee** – This Committee meets quarterly, or as often as needed, to assist in planning the training activities for the parents, to plan for the Policy Council Education Training Activity, and to plan for the Annual Policy Council Orientation. Committee members work alongside staff to secure locations for training, guest speakers, food, and decorations for the members.
5. **Quality Assurance Committee** – This Committee meets quarterly to review findings in quality assurance monitoring, and to discuss methods of correcting any non-compliance issues. Members of this committee also serve on the annual Self-Assessment Team, which is composed of staff, consultants and parents. The team reviews a specific amount of Head Start and Early Head Start sites and reports its findings to Administration.



PSD Policy Council Activities
(Cont'd)

6. **Nutrition Advisory Committee** – The members of this Committee are trained by the PSD Nutritionist to conduct nutrition workshops at the various Head Start sites. The training takes place in two meetings, with additional training sessions set as new Policy Council members join the group. Policy Council members are taught how to present the material, how to demonstrate techniques, and how to conduct evaluations of the workshops.
7. **Menu Planning Committee** – This Committee meets quarterly to gather input from the parents on new and revised menus and recipes. Parents work with staff to plan menus for the children, ensuring that a variety of foods are offered, and that food from various cultures is included. Parents are also given an opportunity to sample some of the foods served to their children.
8. **Family/Community Partnerships/Parent Involvement Committee** – This combined Committee meets quarterly to discuss information regarding training opportunities and program activities designed for involving parents in the program. The committee members act as liaisons to the parents at their individual sites to stimulate interest about services offered by the program.
9. **Education Committee** – This Committee meets quarterly and works with staff to evaluate the progress of the approved curriculum, make any suggestions for modifications of the curriculum, and discuss updates on child outcome literacy information.

Various Policy Council Members attended 6 conferences/events in 2011-2012 to expand their knowledge of parenting and to network with other parents and staff:

1. National Head Start Association 28th Annual Parent Training Conference in New Orleans, LA, December 9 – 13, 2011
2. California Head Start Association Parent Conference in Garden Grove, CA, January 30 - 31, 2012
3. 2012 Parent Leadership Conference, sponsored by Parents Anonymous, in Ontario, CA, February 21 – 22, 2012
4. Early Childhood Math and Science Institute, sponsored in part by Region IX, in Pasadena, CA, February 23 - 24, 2012
5. 14th Annual Children’s Network Shine a Light on Child Abuse Awards Breakfast, in San Bernardino, CA, March 29, 2012
6. Community Action Partnership’s GALA 2012, in San Bernardino, CA, May 17, 2012



Statistical Information

PSD gathers, compiles, and analyzes countywide data, demographics, and resources in order to maximize services and the use of funding to better serve eligible children and families.

The County of San Bernardino is home to 631,275 children from birth to 18 years of age. The ethnic breakdown of these children is as follows:

ETHNICITY OF CHILDREN 0-18	PERCENTAGE
Latino/Hispanic	53%
White	28%
African American	10%
Asian American	4%
Other	4%

In addition to high quality educational programs, PSD families receive comprehensive supportive and referral services. The following are the number of families who received services/referrals in 2011/2012 according to the Family Services Assessment data (COPA 05/25/2012).

REFERRAL SERVICE	FAMILIES SERVED
Parenting Education	711
Clothing Assistance	196
Community Resources	1,042
Housing assistance (such as subsidies, utilities, repairs, etc.)	34
Employment Assistance	182
Food Assistance	208
Financial Assistance	70
Emergency/Crisis Intervention Services (such as immediate need for food, clothing, shelter)	28
Children's Fund Assistance	378
Childcare	30
Transportation	10

**Head Start Information Report 2011-2012*

CASELOAD

Preschool Services serves a caseload of 5,923 Head Start and State Preschool children and their families annually.

A photograph of a woman and a young girl in a park. The woman, on the right, is wearing a light green polo shirt and blue jeans, smiling broadly. The girl, on the left, is wearing a white t-shirt and blue jeans, sitting on a red bicycle and also smiling. The background is a lush green park with trees. There are several overlapping circles in shades of green and white over the image. A semi-transparent green banner is at the bottom, containing the text.

*Preschool Services
Department Goals*

Goals for 2012-2013

The program goals established by PSD are based on the results of our Community Assessment and the findings of our annual Self-Assessment, which was updated in November 2011. PSD's primary focus continues to be to promote school readiness and ensure long term success in school and other life endeavors and provide support to families to pursue self-sufficiency.

PSD has made progress in achieving the 3 Short Term Goals (STG) and 5 Long Term Goals (LTG) that were set in year one of the three year grant application. These Goals are summarized as follows:

SHORT TERM GOALS (STG)

I – Increase participation in Head Start by families receiving Temporary Assistance to Needy Families (TANF)

- Enrollment of families receiving TANF has increased each year. In program year 2009-2010 approximately 1,253 families receiving TANF were enrolled in PSD. In program year 2010-11 that number increased to 1,659 or approximately a 35% increase.

II – Implement agency wide use of the Child Outcome Planning and Administration (COPA) software system

- Child Outcomes Planning and Assessment (COPA) software has been fully implemented this past program year. Program enrollment applications are directly inputted in the software and pertinent information is aggregated and evaluated through effective use of this software.
- Additionally, COPA.Net was introduced for better communication and collaboration purposes. Through COPA.NET, for the first time, all PSD staff can access mail, calendars, mailing lists, task management, directories, file sharing, contact management and automated help system.

III – Improve and update the system used to track and document all activities performed under the federal awards.

- PSD upgraded the tracking system for grant awards from a manual spread sheet to the Employee Management and Compensation System (EMACS) payroll system using activity codes to track costs for staff time for various grant activities.

LONG TERM GOALS (LTG)

I – Increase the number of foster care children enrolled in Head Start.

- PSD implemented an MOU with the Children and Family Service Department (CFS) and stationed PSD staff at CFS locations to work directly with clients and facilitate enrollment of foster care children into Head Start and Early Head Start programs. In program year 2010-2011 approximately 112 Foster Children were enrolled in the Head Start program. This number was increased in program year 2011-2012 to 136 or about 11%.

II – Assist parents who do not currently have a high school diploma or GED to complete their high school education.

- PSD has increased the availability of GED classes by working with local school districts. The percentage of parents/primary caretakers with a High School Diploma or GED has increased from 25% in 2009-2010 to 27% in 2010-11 and 30% in the 2011-2012 program year to date.

III - Ensure that at least 80% of teachers possess at least an Associate Degree by the end of program year 2010-11.

- PSD met this goal with 100% of teaching staff possessing an Associate's Degree.

IV - 30% of Preschool Services Department teaching staff will possess a Bachelor's Degree.

- As of June 2011, 30 % PSD teaching staff possessed Bachelor's Degree.

V - Increase awareness of the benefits of participation in Head Start and Early Head Start programs

- Staff Communication has been made more effective and efficient through implementation of a low cost web-based email system that enabled the entire PSD staff to have email access including site staff that formerly did not have access to email. PSD ensures all information related to program/department activities, services and operational information is distributed to all staff.
- The PSD website and intranet is continuously monitored and updated to provide the most current information. An email link on the website provides direct access to PSD Administration. Two PSD Administration staff members are assigned to respond immediately to inquiries as they are received.





School Readiness

School Readiness Activities

Early interventions for disadvantaged children are more economically efficient and produce higher returns than remedial programs to help teenagers and adults catch-up later on. The benefits of high quality preschool continue into adulthood, according to the High/Scope Perry Preschool Study, which has followed participants in a high-quality program for more than 40 years.

PSD has managed to align School Readiness with the Curriculum, DRDP Outcomes, Parent Surveys, and CLASS. The Head Start Approach to School Readiness encompasses three major frameworks that promote an understanding of school readiness for parents and families, infants/toddlers, and preschoolers. The three frameworks and their accompanying graphics provide the foundation for implementing systemic and integrated comprehensive child development services and family engagement efforts that lead to school readiness for young children and families.

The Preschool Services Department (PSD) ensures that enrollees and their families are prepared and ready in every aspect by coordinating efforts with school districts and other relevant agencies. Activities held during the year for Kindergarten readiness include:

- Child's Packet of Kindergarten Information
 - Visits to Local Kindergarten Classrooms
 - Kindergarten Teachers Attend Parent Meeting as Invited Guests
 - Informational Transition Workshops for Parents
 - School-to-Home Activities
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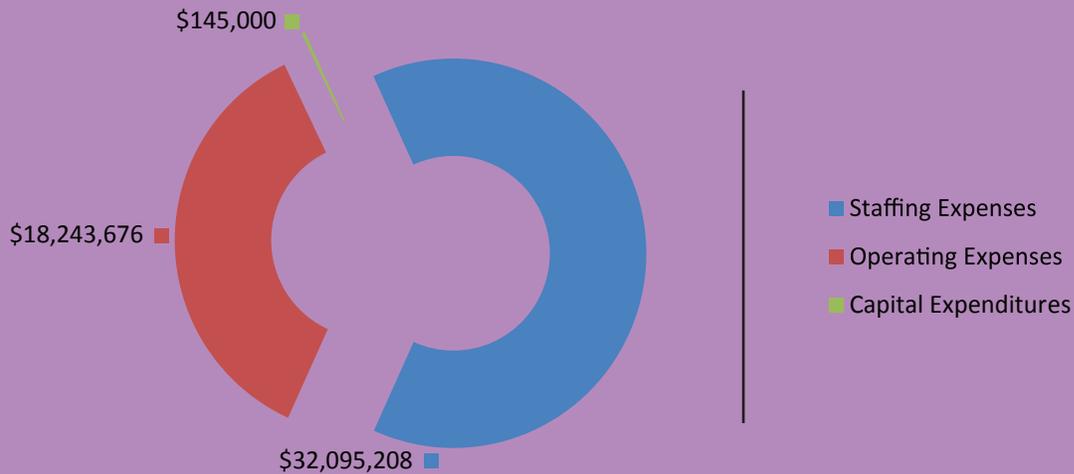
Proposed Budget for 2012-2013

The Preschool Services Department (PSD) programs are funded through grants from the Federal Administration for Children and Families, Office of Head Start, the California Department of Education's State Preschool, Child and Adult Care Food Program and other grants. The following is PSD's proposed grant funding for 2012-2013:

PROPOSED GRANT SOURCES FOR 2012-2013



PROPOSED BUDGETARY EXPENDITURES FOR 2012-2013



Head Start Success Story

In early May, 2012, Timothy Redondo, who attended Head Start in 1981-82 at the North Fontana Head Start Center, received his Master's Degree in Special Education with a Specialization in Autism. He completed his studies at Mount St. Mary's College in Los Angeles.

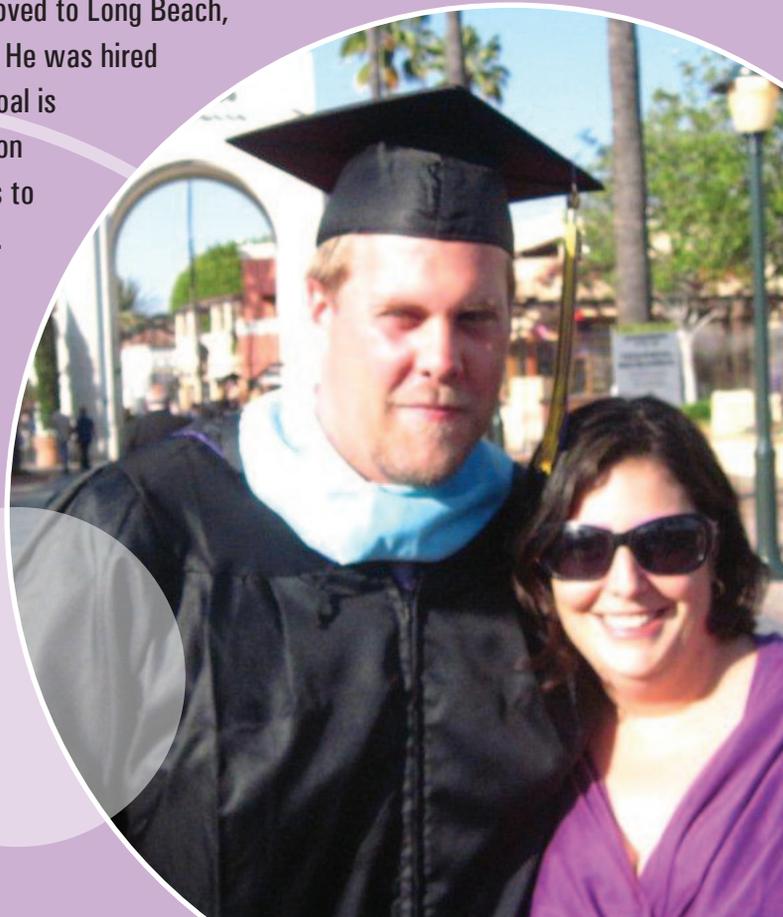
Tim was raised in Fontana and attended A.B. Miller High School. After graduating in 1995, he worked at various jobs. His mother worked as a teacher aide in special education for the Fontana Unified School District, and he volunteered in her classroom on his days off. It was then he realized that he wanted to become a teacher and work with children with special needs.

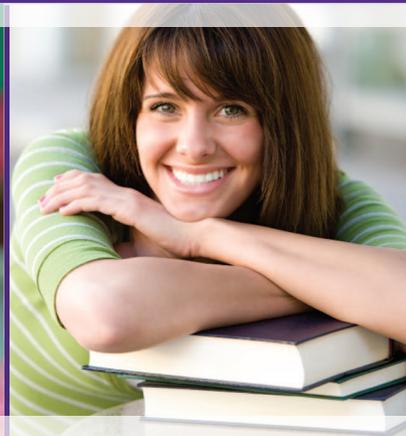
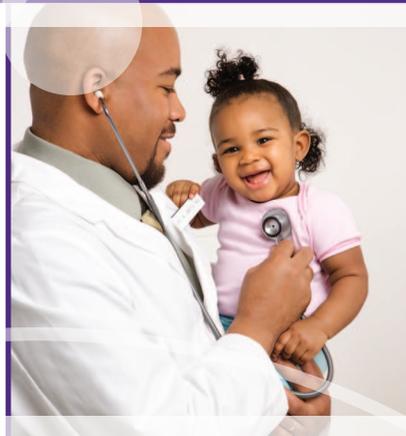
Working full time, Tim attended classes and graduated from Chaffey College, and then transferred to California State University, San Bernardino. While taking early childhood education classes, he spent time doing observations at the Highland Head Start site. The children responded enthusiastically to him and he enjoyed working with them. He had come full circle, from being a Head Start child to actually participating as an adult in a Head Start center.

Tim married his sweetheart Sarah, also a teacher, and moved to Long Beach, where he applied to work at every nearby school district. He was hired as a teacher's aide, and began a Master's program. His goal is to work as a special education teacher, and concentrate on children who have been diagnosed with autism. He wants to make a difference in the lives of children with disabilities.

"Head Start gave me a good head start on achieving my goals in education and in life. The educational, social activities and the caring attitude of the teaching staff at North Fontana Head Start were a very positive influence on my goal of becoming a teacher."

We wish Tim much success in his teaching career.





County of San Bernardino
PRESCHOOL SERVICES DEPARTMENT
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