

Presbyterian Medical Services

Head Start & Early Head Start

Annual Report 2021-2022



PMS

PRESBYTERIAN MEDICAL SERVICES

Our purpose is you.





CONTENTS

Program Description	2
Highlights and Changes	3
Program Governance	4
Financial Stewardship	5
Enrollment	6
Family and Community Engagement	7
Kindergarten Readiness	9
Health & Dental Services	10
Mental Health Services	10
Services for Children with Disabilities	10

Program Description

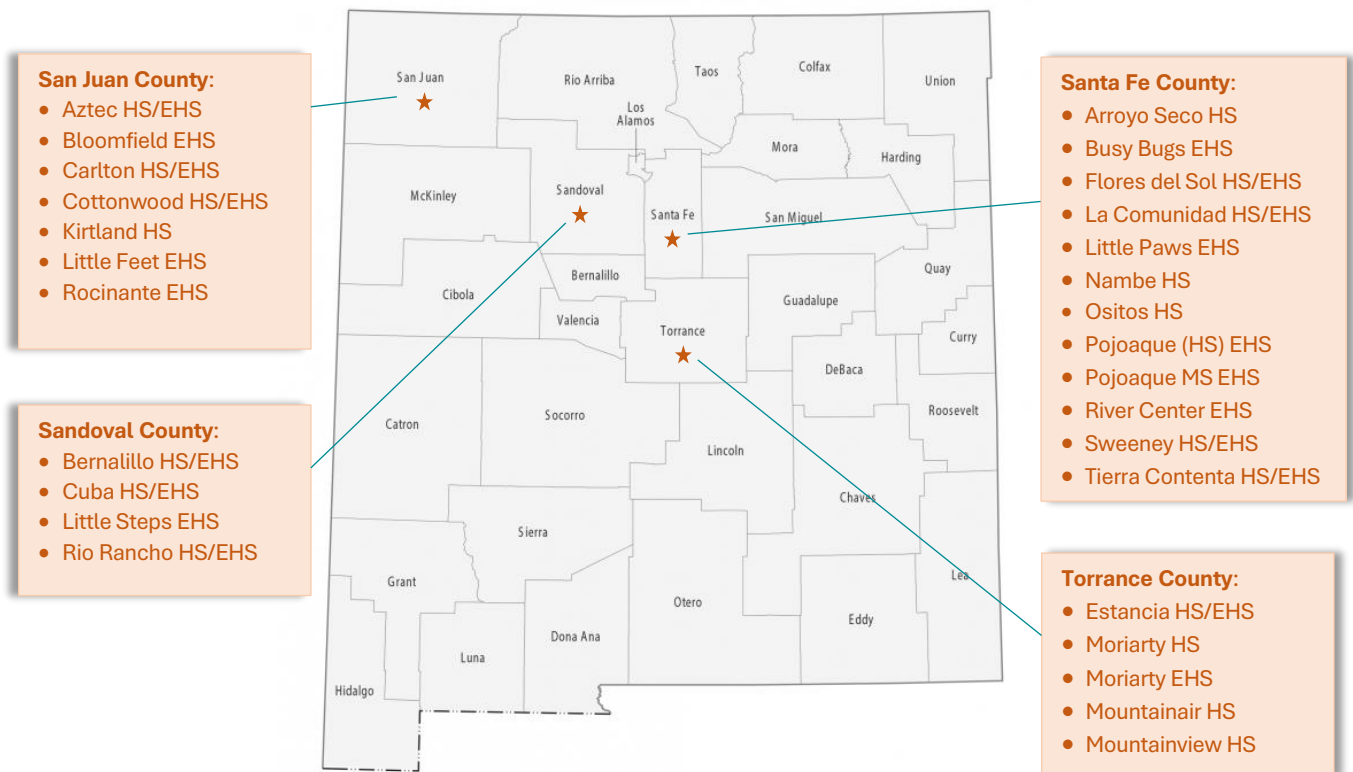
Presbyterian Medical Services (PMS) is a not-for-profit organization founded in 1969. Based in Santa Fe, New Mexico, PMS provides an array of health and human services targeting the underserved populations across our state.

MISSION

The PMS mission is to design and deliver quality, accessible, integrated health, education, and human services in response to identified community needs of the multi-cultural people of the Southwest.

Locations of Services

Presbyterian Medical Services is the recipient of federal funds to provide Head Start and Early Head Start services in four counties in New Mexico: Sandoval, San Juan, Santa Fe, and Torrance. The program operates 28 early childhood centers serving a funded enrollment of 1,045. In addition, the program supports 132 families through the home-based option. The total funded enrollment is 1,177.



Highlights and Changes

During the 2021-2022 school year, the Head Start and Early Head Start program continued to provide high quality services for children and families while still adjusting to the COVID-19 pandemic. Some of the highlights and changes include:

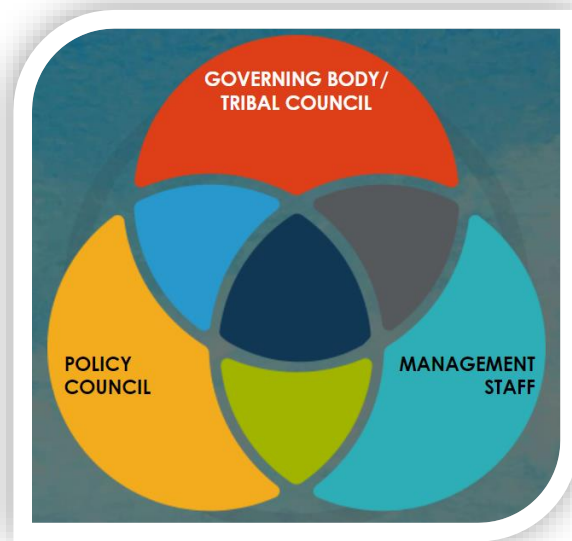
- Participated in *Project Echo*, a state-facilitated initiative to provide mental health consultation and support to Head Start and Early Head Start staff.
- Welcomed the First Lady of the Navajo Nation, Phefelia Nez, to our Little Feet Early Head Start Center.
- Collaborated with the Santa Fe Railyard Park Conservancy and the Brindle Foundation to provide Nature Play Activities to Early Head Start children, families, and teachers.
- Increased the number of centers accredited through NAEYC (National Association for the Education of Young Children)
- Adjusted pay rates to address competitiveness in recruitment and staff retention
- Conducted refresher training for all Home Visitors on the Parents as Teachers Curriculum
- Developed a new program calendar to guide program-wide activities and compliance
- Conducted refresher and new user training on the program's information system, *MyHeadStart*, to improve consistency of data collection and management
- Implemented new system for reviewing program data with staff
- Increased use of the parent engagement application: *Ready Rosie*
- Developed and piloted training for new program managers
- Revised the professional development planning process for program staff
- Conducted comprehensive safety and quality audit of outdoor learning environments
- Increased the number of CLASS certified observers and conducted two observations of each classroom for quality improvement purposes

Program Governance

PMS' Head Start and Early Head Start program employs a formal structure for program governance which includes a Board of Directors, a Policy Council, and Parent Committees.

The Board of Directors has the legal and fiscal responsibility to administer and oversee the program, while the Policy Council is responsible for the direction of the Head Start and Early Head Start programs.

Parents and guardians of Head Start and Early Head Start children are encouraged to participate in parent committees and serve on the Policy Council. Through the Policy Council, parents have a voice in decisions about how the program spends money, what children do in their classrooms, and how the program works with community partners.



PMS extends our gratitude to the members of the Board of Directors, the Policy Council, and the site Parent Committees for their help and on-going interest in Head Start and Early Head Start. Their time and effort are greatly appreciated!

Lydia Medina, Chairperson
PMS Policy Council

Susan Smith, Chairperson
PMS Board of Directors

Financial Stewardship

Presbyterian Medical Services receives federal funds to operate the Head Start and Early Head Start programs. Consistent monitoring and controls are in place to ensure responsible use of these public funds.

ANNUAL AUDIT RESULTS

REDW, LLC conducted an independent audit of fiscal year 2021. The report provides the auditor's opinion PMS complied, in all material respects, with the compliance requirements that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2021.

REVIEW BY THE SECRETARY (ACF/OFFICE OF HEAD START)

The most recent review by the Office of Head Start was a Focus Area One monitoring review in January 2020. The review found that the program is meeting all requirements of the Head Start Performance Standards. There were no deficiencies, areas of noncompliance, or areas of concern noted.

IN-KIND / NON-FEDERAL SHARE

The Office of Head Start is committed to covering 80% of the actual costs in operating the program. Donations, volunteer time, and donated space make up the remaining 20% of the program budget through the required non-federal match. This match reflects the partnership and commitment between the federal government and the local community to support our children and families.

In 2020-2021, the program received a waiver of the 20% requirement due to the COVID pandemic. The actual cash and in-kind contributions collected totaled \$3,560,608. We are thankful for the continued support of our program.

CACFP

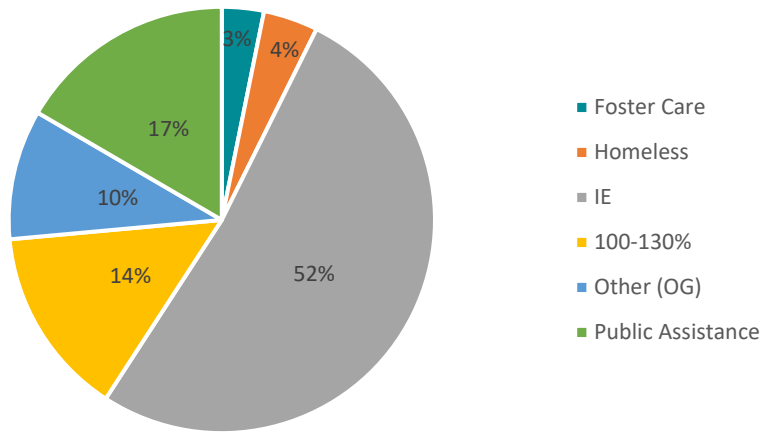
In 2020-2021, the program generated \$346,259 in revenue through CACFP meal program.

FY 2020-2021	Budget 2020-2021 w. carryover	Actual Expenditures 2020-2021	Percent of Total	Proposed Budget FY 2021-2022
CATEGORY	BASE+ T/TA	EXPENDITURES	%	
Personnel	\$8,999,825	\$8,919,166	56%	\$9,869,837
Fringe Benefits	\$2,030,840	\$1,955,085	12%	\$2,270,059
Travel	\$43,500	\$10,974	0%	\$86,500
Equipment	\$168,552	\$168,552	1%	\$0
Supplies	\$1,380,453	\$916,759	6%	\$854,563
Contractual	\$275,776	\$182,134	1%	\$227,276
Facilities/Const	\$0	\$0	0%	\$0
Other	\$1,810,569	\$2,572,762	16%	\$1,216,088
Indirect	\$1,242,631	\$1,226,714	8%	\$1,236,000
Total	\$15,952,146	\$15,952,146	100%	\$15,760,323

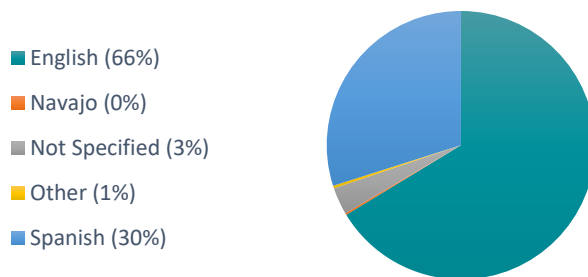
Enrollment

PMS is funded to serve 625 children in Head Start and 552 in Early Head Start. In program year 2021-2022, the program served a cumulative total of 543 children in Head Start and 487 in Early Head Start. The average enrollment for the year was approximately 72% of funded enrollment in Head Start and 66% funded enrollment in Early Head Start.

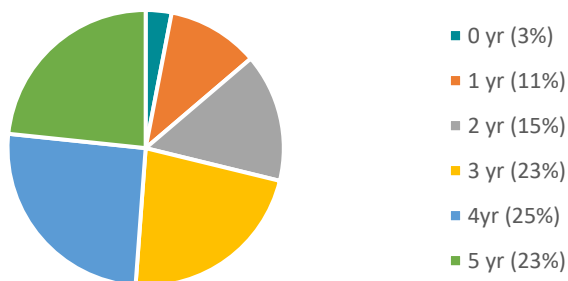
Eligibility Categories of Participants



Primary Language of Children



Ages of Children Served



Family and Community Engagement

Creating and sustaining ongoing partnerships with families is key to achieving positive outcomes for children and improving overall family well-being. PMS provides many opportunities for families to engage in the education of their young child through the Head Start and Early Head Start program.

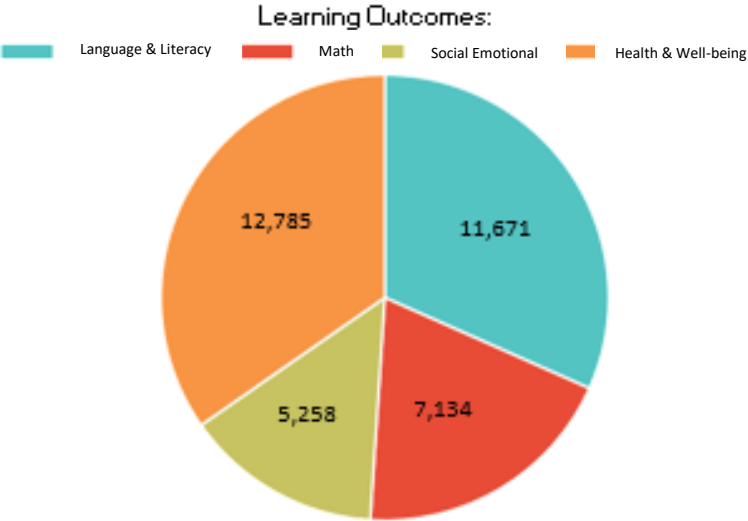
Our Home-Based program works directly with the parent or guardian in their home environment to support them as their child’s first and primary teacher. Monthly socializations for Home-Based participants allow parents to come together and develop a network of support among their peers.

Our Center-Based program also offers opportunities for families to be involved in the classroom, center, and education of their child. Parents and guardians participate in parent/teacher conferences three times per year. Parents work with Family Services staff to assess family needs and develop individualized goals and action plans. Families are encouraged to volunteer in the program as well as participate in parent committees and on Policy Council. In program year 2021-2022, there were 839 volunteers supporting the program; the majority of these volunteers are parents or guardians.

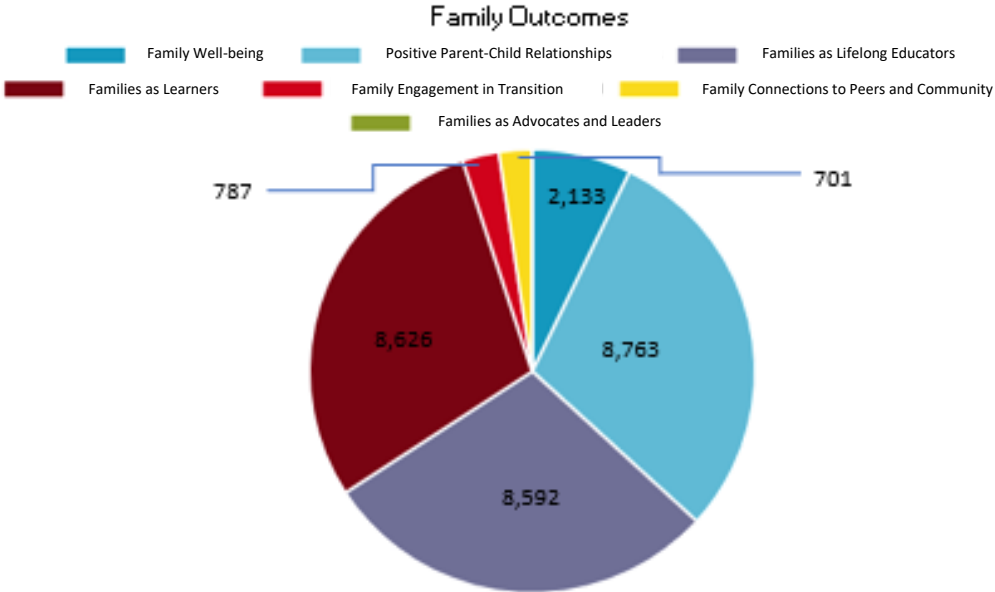
Family Services: Program staff provide referrals and linkages to community services to support families in achieving their goals. In 2021-2022, families received the following services:

Type of Service	Number of Families
Emergency/Crisis Intervention	112
Housing Assistance	95
Asset Building Services (i.e. financial education)	34
Mental Health Services	103
Substance Misuse Prevention	89
English as a Second Language Training	119
Assistance in Enrolling in Education or Job Training	36
Researched-Based Curriculum	123
Discussing Screening and Assessment	387
Supporting Transitions between Programs	223
Education on Preventive Health	213
Education on Consequences of Tobacco Use	84
Education on Nutrition	171
Education on Postpartum Care	14
Education on Relationships/Marriage	79
Assistance to Families of Incarcerated Individuals	6

ReadyRosie: PMS uses a web-based application called *ReadyRosie* to provide opportunities for parents/guardians to bring valuable learning activities into the home. Using this technology, the program offered the number and types of family engagement activities listed in the charts below.



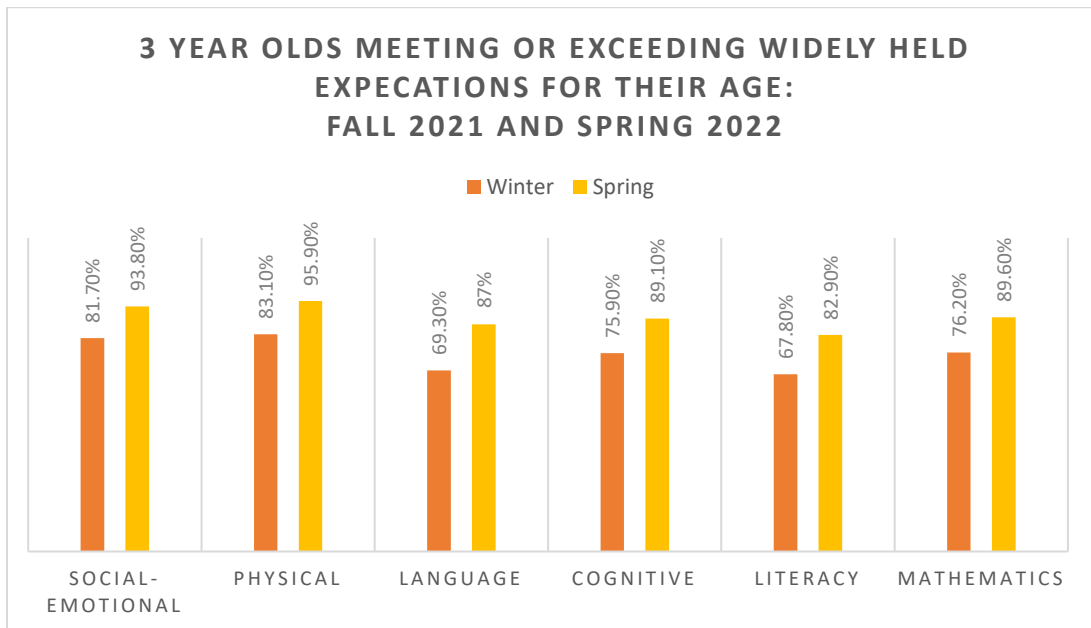
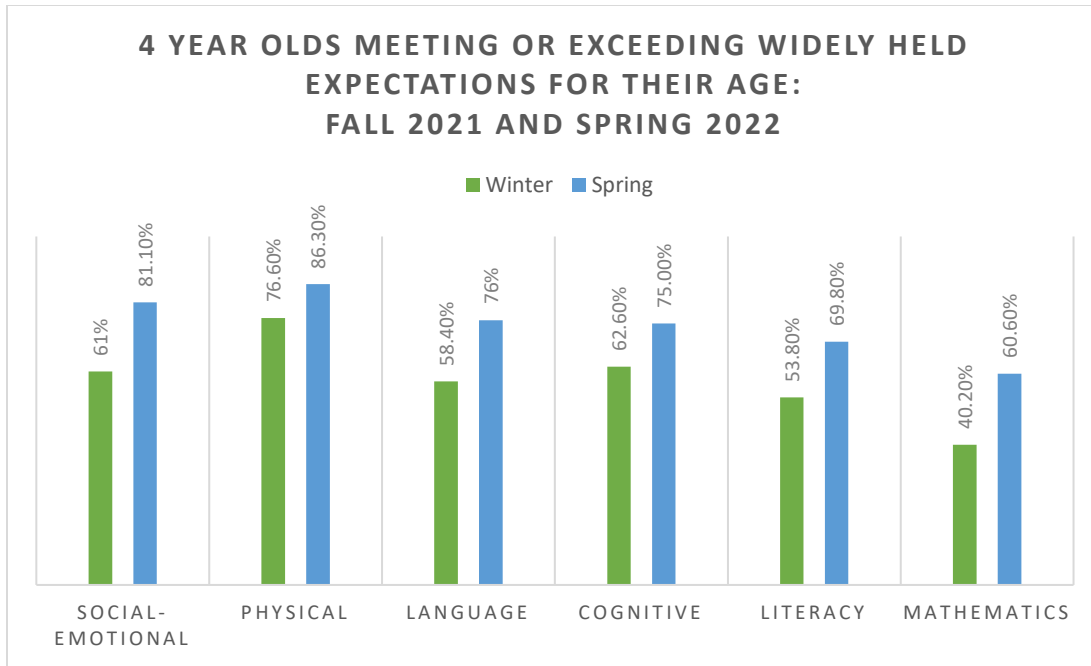
**Number of skill building activities accessed by enrolled families
2021-2022**



Kindergarten Readiness

PMS provides a comprehensive early childhood program to prepare children for entry into kindergarten. Our teachers implement the *Creative Curriculum* and assess children’s growth and development three times per year—Fall, Winter, Spring—using Teaching Strategies GOLD®.

LEARNING OUTCOMES:



CLASSROOM ASSESSMENT SCORING SYSTEM (CLASS)

CLASS is a research-based observation tool used to assess the effectiveness of the interactions between children and educators in the classroom. PMS developed a team of trained and certified observers to conduct the Fall and Spring CLASS observations of all Head Start classrooms. Data is utilized to inform practice-based coaching and other improvement activities throughout the year.

CLASS Scores 2021-2022

CLASS Domain	OHS Quality Threshold 	PMS Beginning of Year	PMS End of Year
Emotional Support	6.00	6.23	6.29
Classroom Organization	6.00	5.41	5.73
Instructional Support	3.00	3.55	3.88

Health and Dental Services

	With ongoing source of health care	Up-to-date on well child checks	Up-to-date on immunizations or on catch up schedule	With ongoing source of dental care	Received preventive care during program year (HS only)
# of children	977	666	782	894	438

Mental Health

Program staff participated in *Project Echo*, a state-facilitated initiative to provide mental health consultation and support to Head Start and Early Head Start staff. Family Services staff assisted 192 families with education on or referrals to Behavioral Health resources.

Disabilities

The program actively recruits children with disabilities to participate in Head Start and Early Head Start. The program completes developmental screenings on all enrolled children and refers children for further evaluation, as necessary. In program year 2021-2022, the program served 73 children in Head Start with formal Individualized Educational Plans and 82 children in Early Head Start with Individualized Family Service Plans.