Breckinridge-Grayson Programs, Inc. (the Agency) was incorporated in 1975 in the state of Kentucky as a nonprofit, limited purpose corporation. Breckinridge-Grayson Programs, Inc. is the local grantee for the Head Start and Early Head Start programs. Funds are awarded by the Department of Health and Human Services, Administration for Children and Families to serve children and families in the counties of Breckinridge and Grayson.

Head Start was enacted in 1965 as a federal program to assist with the needs of 4 and 5 year old children in poverty situations. In 1995, the Early Head Start program was established to serve children from birth to three years of age. The programs now provides services to children and families to promote school readiness by enhancing the social and cognitive development of children through the provision of educational, health, nutritional, social and other services.

The Agency provides comprehensive child development services to 289 children and families, including children with significant disabilities, with a special focus on helping preschoolers develop the early reading and math skills they need to be successful in school. Parents are engaged in their children's learning. Parents are assisted and encouraged in making progress toward their own educational, literacy and employment goals. Significant emphasis is placed on the involvement of parents in the administration of the programs.
Employment

- 68 full-time staff
- 6 part-time staff
- Temporary and seasonal positions for bus monitors/drivers and substitutes.

Operating Schedule

- The Agency’s standard operating day is from 7:00 am to 4:00 pm. Head Start and Early Head Start programs serve children in a variety of options from part day classrooms to Full Day/Full Year classrooms as well as home based.

Accreditation

The Agency is accredited by the National Association for the Education of Young Children (NAEYC). We also have received a 4 out of 4 STARS rating from the Kentucky Division of Childcare Licensing.

Locations

- Breckinridge-Grayson Programs, Inc.
  Head Start and Early Head Start
  201 East Walnut Street
  Leitchfield, KY 42754

- Breckinridge County Early Head Start
  228 Tules Creek Road
  Hardinsburg, KY 40143

- Grayson County Early Child Development Center
  Grayson County High School
  252 Schoolhouse Road
  Leitchfield, KY 42754
• Language Development
  – Can demonstrate the ability to listen, understand and use a complex and varied vocabulary and can participate in stories, songs and poems

• Literacy
  – Can discriminate, identify and match sounds in words, hears and demonstrates phonological awareness, has book knowledge and appreciation, can tell stories, engages in reading activities, prints names, letters and numbers, has good concept of a word as a unit of print and words put together can tell a story, early writing is understood as communication, can draw pictures to tell a story and uses a variety of writing tools

• Mathematics
  – Understands the concept of numbers, can rote and object count, identifies basic shapes, repeat patterns, measures and matches

• Science
  – Can observe and discuss differences and comparisons of objects, can collect, predict outcomes, especially in the natural world of materials

• Creative Skills
  – Music, Art, movement and dramatic play are expressed in a variety of experiences

• Social Emotional Development
  – Understands self concept, has self control, is cooperative, social relationships have progressed in caring for self and others

• Approaches to Learning
  – Children have learned to make independent choices, use imagination and inventiveness, can engage and be persistent in task, and can reason and solve tasks or problems

• Physical Health and Development
  – Shows strength and control in using tools for writing and creating, eye-hand skills are increased to build with blocks, complete puzzles and use scissors, gross motor abilities reflect balance, control and ability to participate in moderate to vigorous activities, self help and personal care needs are met

Annual Report for fiscal year ending May 31, 2012
Preparing children for kindergarten

(Continued)

- **Transition Services**
  - Involve and support the parents before, during and after the transition to kindergarten so they gain increased confidence in their child’s ability to succeed in a new setting and enhance their own ability to effectively influence education, care and service delivery.

- **Transition Activities**
  - Obtain parental consent to begin transition into a new setting
  - Children will have activities planned in the dining room to prepare for dining in elementary school
  - Plan experiences for children that provide continuity between settings such as home learning ideas, share curriculum, and use familiar routines
  - Children will take a field trip to their new school. While there, children will visit the kindergarten classrooms, lunchroom, library, gym, music and all offices
  - Children will take home educational materials from the school along with a transition booklet that includes pictures of elementary school staff where they will be attending.
  - Parents will receive tips and advice on appropriately and effectively talking to their child’s teacher, or other school personnel regarding concerns, wants and needs.
  - Families of children with disabilities are invited to participate in a Transition ARC meeting at their new school.
Preparing children for kindergarten

Curriculum

- Creative Curriculum for Preschool is a comprehensive curriculum with a clear organizational structure and a particular focus on routines and experiences.
- Teaching Strategies Gold is an on-going assessment tool used to help measure children's developmental progress.
- Teaching Strategies Gold allows for parents to access their children’s assessment data and communicate with teachers.
- Conscious Discipline
- Portage Guide Birth to Six (Curriculum Home Based)
- TOP Assessment (Tool for Observation and Planning)
- CLASS (Classroom Assessment Scoring System) measures quality of adult-child interactions in the classroom.
- HOVRS (Home Visitor Rating Scale) measures quality of interactions in a home based setting.
Breckinridge-Grayson has a strong partnership with families, offering a variety of parent engagement opportunities including:

- Volunteer Job Training Programs- Bus Monitors, Classroom Subs and Assistants, Clerical Skills
  - Resume Writing
  - Application Completion
  - Dressing for Success
  - Interviewing Skills
  - Time & Attendance Records
- On Site ABE/GED and Family Literacy Classes
- Quarterly Parent-Teacher Conferences
- Quarterly Parent Committee Meetings
- Variety of Parent Training opportunities:
  - CPR & First Aid Certification
  - Nutrition
  - Budgeting
  - Community Resources
  - Discipline
  - Home Safety
  - Disaster Preparedness
  - Pedestrian Safety
  - Creative Art Activities
  - Parenting Classes
  - Healthy Marriages
  - Bullying
  - Child Development & Observation Skills
  - Smoke Free Homes Campaign
  - Healthy Lifestyle Opportunities
  - Weight Management
  - Walking Program
  - Healthy Food Choices
  - Physical Activity (MVPA)
  - Creative/Dramatic Play
  - Parent and Child Time (PACT)
  - Father Involvement

June 1, 2011 to May 31, 2012

- Funded enrollment – 158
- Total children served - 183
- Total families served - 173
- Average monthly enrollment – 158
  - 100% of funded enrollment
- 81% of children served were income eligible-under 100% poverty
- 4% of children served were eligible due to receipt of public assistance
- 3% of children served were eligible due to being foster children
- 1% of children served were eligible due to being homeless
- 2% of children were eligible at the 101-130% poverty
- 9% of children served were over income at 130% or higher poverty
- 98% of children received medical exams
- 98% of children received dental exams
Funded enrollment 131
Total children served – 185 Pre-Natal 17
Total families served – 166
Average monthly enrollment – 131
100% of funded enrollment
87% of children served were income eligible-under 100% poverty
3% of children served were eligible due to receipt of public assistance
2% of children served were eligible due to being foster children
1% of children served were eligible due to being homeless
5% of children served were eligible at the 101-130% poverty
2% of children served were over income at 1305 or higher poverty
95% of children received medical exams
97% children up to date on dental services
Creative Curriculum for Infant and Toddlers is a comprehensive curriculum with a clear organizational structure and a particular focus on routines and experiences
Teaching Strategies Gold is an on-going assessment tool used to help measure children’s developmental progress
Portage Guide Birth to Six Curriculum (Home Based Option)
Partners for a Healthy Baby Curriculum (Pre-Natal)
Program Facts

- Providing nutritious meals to children is a fundamental Head Start service.
- All meals are nutritionally balanced in accordance with USDA guidelines.
- Menus are approved by a registered dietician.
- The Agency is reimbursed by USDA for the costs of food.
- All classrooms participate in hands-on nutrition activities at least twice per month.
- Head Start/Early Head Start serves foods that are high in nutrients and low in sugar and salt.

Customer Impact

- Each day, children receive nutritious meals and snacks which are provided through the USDA’s CAFCP.
- An estimated 2,175 breakfasts, 2,244 lunches, and 2,398 snacks are prepared for children per month.
- All Head Start and Early Head Start children are served through the CAFCP program at no cost to children and families.
Childcare Services

Program Facts

- Sources of Funding:
  - Childcare Subsidies
    - 15 children presently served
  - Head Start and Early Head Start Grants

Customer Impact

- Childcare services are provided to 39 Head Start and Early Head Start eligible children
- Children do not have to transition before or after the Head Start day (8:30 am – 1:30 pm)
- As much as feasibly possible, parents are served according to their work schedules
School Readiness Data 2011-2012 School Year

School Readiness Reports (School Year 2011–2012)

Breckinridge-Grayson Programs has been preparing low-income children for school success since 1965. Agency staff and educators remain committed to providing the highest quality services to low-income families so that their children, regardless of circumstance at birth, has an equal chance to succeed in school and life.

The progress toward all goals may vary somewhat from year to year. However, it is the expectation that over the five year term of the current plan, levels of average achievement (regardless of classroom makeup) can be calculated. In the data from the ending checkpoint for data analysis for program year 2011-2012 over 90% of all school readiness goals were achieved by four year olds going to Kindergarten. This number includes all children for all program options including home and center-based classrooms. This number also includes all children, including any that may have a diagnosed disability and I.E.P.
School Readiness Data
2011-2012 School Year

Filling a Critical Need – More action is needed

In Kentucky nearly 92,000 children under the age of six live in poverty. Head Start (and Early Head Start) serves about 16,000 children annually. This represents only 17% of the overall children that are living in poverty. Head Start simply lacks the funds to reach all children in need.

Source: Kentucky Now! 2009 State Data Factbook

Progress by Framework Domain Ending Cycle Of School Year(Teaching Strategies Gold Data SY(2011-2012)

- Social Studies Knowledge and Skill: 74.8%
- Social and Emotional Development: 93.2%
- Science Knowledge and Skill: 73.9%
- Physical Development and Health: 85.7%
- Mathematics Knowledge and Skill: 90.5%
- Logic and Reasoning: 96.9%
- Literacy Knowledge and Skills: 89.6%
- Language Development: 93.7%
- Creative Arts Expression: 75.0%
- Approaches to Learning: 88.6%

The Head Start Child Development and Early Learning Framework

Breckinridge-Grayson Programs utilized the Office Of Head Start’s framework to evaluate children on their road to school readiness. In this effort the agency looks at 11 different domains:

- Literacy Knowledge & Skills
- Mathematics Knowledge & Skills
- Science Knowledge & Skills
- Creative Arts Expression
- Social Studies Knowledge & Skills
- Physical Development & Health
- Social & Emotional Development
- Approaches to Learning
- Logic & Reasoning
- Language Development
- English Language Development
Agency Contacts

- Cathy Darst, Executive Director
cathy.darst@windstream.net

- Valeria Hayes-Hicks, Fiscal Administrator
valeria.hicks@breckgrayson.com

- Vivian Decker, Human Resources/Systems Manager
vivian.decker@breckgrayson.com

- Gail Edwards, Early Childhood Manager
gail.edwards@breckgrayson.com

- LaShawn Cole-Hack, Parent, Family and Community Engagement Manager
lashawn.hack@breckgrayson.com

- Lacey Roof, Disabilities/Mental Health Coordinator
lacey.raley@breckgrayson.com

- Roberta Payne, Quality Analysis Manager
roberta.payne@breckgrayson.com

- Hollye Pence, Home Based Services Manager
hollye.pence@breckgrayson.com
Barbara Carden, Board Chairperson
  • Audit/Finance Committee
  • Breckinridge County Representative

Carolyn Thomason, Vice-Chairperson

Gail Alexander, Secretary

Linda Day, Board Member

Kent Geary, Board Member

Robert Kaercher, Board Member

Stephanie Peterson, Member and Policy Council Chairperson
Policy Council

Parent Representatives

Stephanie Peterson, Chairperson
Krista McDowell
Mellonee Tilford
Keri Hayes
Courtney Lindsey
Rebecca Taul
Julie Clemons

Community Representatives

Mary Hunt
Beverly Hinton
# June 1, 2011 to May 31, 2012

## Audited & Expenditure Statement

<table>
<thead>
<tr>
<th>Fiscal Year Ending May 31, 2012</th>
<th>Total Budget</th>
<th>Total Actual Received/Expended</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Office of Head Start</td>
<td></td>
<td></td>
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<tr>
<td>Program Year June 1, 2011 to May 31, 2012</td>
<td>$2,251,714</td>
<td>$2,251,714</td>
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<tr>
<td>American Recovery and Reinvestment Act</td>
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<tr>
<td>Program Year September 30, 2011 to September 29, 2012</td>
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<td>$191,156</td>
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<tr>
<td>Total American Recovery and Reinvestment Act</td>
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<td>$191,156</td>
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<td>Other Revenue (Reimbursements)</td>
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<tr>
<td>USDA Reimbursement</td>
<td>$118,830</td>
<td>$118,830</td>
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<tr>
<td>Community Coordinated Childcare</td>
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<td>$51,004</td>
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<td>Total Other Revenue (Reimbursements)</td>
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<td>Other Revenue</td>
<td>$10,653</td>
<td>$30,239</td>
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<tr>
<td>Total Revenue</td>
<td>$2,994,520</td>
<td>$3,020,110</td>
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</tbody>
</table>

| Expenses                         |              |                               |
| Personnel                        | $1,696,314   | $1,685,971                    |
| Fringe Benefits                  | $288,361     | $283,020                      |
| Capitalized Equipment            | $92,833      | $84,152                       |
| Supplies                         | $7,958       | $7,875                        |
| Contractual                      | $210,232     | $209,767                      |
| Occupancy                        | $80,310      | $80,185                       |
| Transportation                   | $119,700     | $119,771                      |
| Nutrition                        | $9,933       | $10,018                       |
| Child Consulting Services        | $5,664       | $4,976                        |
| Parent Services                  | $62,340      | $62,355                       |
| Training & Staff Development     | $43,708      | $188,976                      |
| Other Expenses                   | $377,167     | $377,167                      |
| Total Expenses                   | $2,994,520   | $3,114,233                    |

| Total Revenue over Expenses      | $-           | ($94,123)                     |
### Current Fiscal Year Budget (2012-2013)

#### Fiscal Year June 1, 2012 to May 31, 2013

<table>
<thead>
<tr>
<th>Description</th>
<th>Total Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
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<tr>
<td>Office of Head Start</td>
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<tr>
<td>Program Year June 1, 2012 to May 31, 2013</td>
<td>$2,449,726</td>
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<td>Other Revenue (Reimbursements)</td>
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<td>USDA Reimbursement</td>
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<td>Other Revenue</td>
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<tr>
<td>Non-Federal Share Revenue - Grantee contributions</td>
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<tr>
<td><strong>Total Revenue</strong></td>
<td>$3,039,201</td>
</tr>
<tr>
<td><strong>Expenses</strong></td>
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<tr>
<td>Personnel</td>
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<td>Fringe Benefits</td>
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<td>Capitalized Equipment</td>
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<td>Supplies</td>
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<td>Occupational</td>
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<td>Transportation</td>
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<td>Nutrition</td>
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<td>Child Consulting Services</td>
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<tr>
<td>Parent Services</td>
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<tr>
<td>Training &amp; Staff Development</td>
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<td>Other Expenses</td>
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<tr>
<td>Non-Federal Share Expenses - Grantee contributions</td>
<td>$424,225</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>$3,039,201</td>
</tr>
</tbody>
</table>
Annual Audit Report

The annual audit report for the year ending May 31, 2012 was presented to the Board of Directors at the February 2013 meeting. The report did not contain any findings.

Triennial Review Report

The most recent triennial review report conducted by the Office of Head Start (OHS) in March 2012 was issued on May 17, 2012. The report stated our Head Start and Early Head Start Programs were in compliance with all applicable Head Start Performance Standards, laws, regulations and policy requirements. The report identified program strengths in:

- Efforts to address the issue of obesity
- Collecting and analyzing data
- School Readiness
- Staff Credentials
- Approach to Mental Health services
- Implementation of the Classroom Assessment Scoring System (CLASS)