

# El Grito Head Start Annual Report 2019

El Grito Head Start is a non-profit, private pre-k and home based program administered by El Grito Inc. The program is governed by a Board of Directors which is made up of ten members representing the community at large and a Policy Council whose members must represent at least fifty one percent of parents having children enrolled in the program.

El Grito Head Start is monitored every three years by the Office of Head Start/Administration for Children and Families. In the 2016 – 2017 school year, El Grito Head Start began a five year monitoring cycle. Also, New Mexico's Children, Youth and Families Department – Child Care Licensing Bureau monitors the program's sites prior to renewal of licenses. Site licenses and monitoring reports are posted at each site and the Federal Monitoring report is available at the Main Center, 303 S. Cooper, Silver City, New Mexico.

## MISSION STATEMENT

*TO PROMOTE AND ADVOCATE SOCIAL, HEALTH, AND EDUCATIONAL GROWTH IN CHILDREN, FAMILIES, STAFF AND COMMUNITY BY RECOGNIZING AND EMBRACING DIVERSE CULTURES, VALUES AND BELIEFS LEADING TO LIFE-LONG LEARNING, ECONOMIC SELF SUFFICIENCY AND PRODUCTIVE LIFE STYLES.*

## \*GOVERNANCE BOARD AND POLICY COUNCIL OFFICERS

### Board of Directors

Donna Monzingo, President  
 Jovita Gonzales, Vice President  
 Connie Perez, Secretary/Treasurer  
 Amy Montes, PC President  
 Erica Gonzales, ECE Rep.  
 Margret Carrillo, Member  
 Henry Quintero, Attorney  
 Terry Maynes, Member  
 Sonia Marrujo, Member  
 Autumn Burton, Member

### Policy Council Officers

Amy Montes, President  
 Ramon Pipkins, Vice President  
 DMaria Cortez, Secretary/  
 Treasurer  
 Maggie Flores, Community Rep.  
 Cassandra Madrid, Board of  
 Directors Rep.

### \*Administrative Staff

Misty Pugmire, Executive Director  
 Carmen Munoz, Asst. Director – Human Resources/Nutrition  
 Frances Jacquez, Associate Director of Family Services  
 Millie Moyer, Associate Director of Education/Coach  
 Candice Lucero, Associate Director of Finance  
 Susie Hutchins, Associate Director of Community Services/Health  
 Candice Lucero, Chief Financial Officer  
 Venus Aragon, Administrative Assistant  
 Sonia Acosta, Receptionist/Student Records  
 Elizabeth Tapia, Student Records

### \*Program Counselors

Dr. Richard Rodriguez  
 Catherine Tanner

### \*Program Custodians

Felipe M. Jauregui  
 Art Vega

## \*PROGRAM CENTERS

### Main Center – 303 S. Cooper, Silver City, New Mexico

Administrative Offices  
 Room 1 – Bertha Peru, Teacher; Sally Martinez, Teacher Assistant  
 Room 2 – Jane Guerra, Teacher; Frances Placencio, Teacher Assistant  
 Room 3 – Michelle Montoya, Teacher; Vanessa Orosco, Teacher Assistant

Cooks – Gloria Rivera, Julie Verdugo, Lori Martinez

### Sixth Street Elementary – 405 W. Sixth Street, Silver City, New Mexico

Room 4 – Edda Lottenbach, Teacher; substitute, Teacher Assistant  
 Room 5 – Katy Chavez, Teacher; Billie Jean Benavidez, Teacher Assistant  
 Room 6 – Rosemary Gutierrez, Teacher; Bernadette Hernandez, Teacher Assistant  
 Room 7 – Dora Gonzales, Teacher; Natividad Urbina, Teacher Assistant

### Santa Clara- 105 N. East St, Santa Clara, New Mexico

Room 8- Lillian Chavira, Teacher; Jocelyn Arellano, Teacher Assistant

## Benny G. Trujillo Head Start Center – 105 N. East St., Santa Clara, New Mexico

Home Based – Elicia DeLaTorre, Amanda Garcia Home Visitor

*\*Signifies Current Board of Directors, Policy Council and Program Staff*

### Operational Head Start Funding

2017-2018	2018-2019
<b>Allocation - \$1,161,449</b>	<b>Allocation - \$1,202,060</b>
<u>Expenditures</u>	<u>Expenditures</u>
681,566	Personnel 710,754
243,050	Fringe Benefits 231,406
17,354	Travel 18,618
-	Equipment -
61,933	Supplies 66,428
23,603	Contractual 19,387
133,943	*Other 151,919
40	Rent -
29,113	Utilities/Telephone 23,010
10,332	Building & Child Liability Ins 9,605
29,025	Building & Maintenance & Repair 44,035
5,184	Incidental Altercations -
-	Child Service Consultants -
7,521	Local Travel 10,076
6,996	Parent Services 7,084
29,640	Substitutes ( No Benefits) 37,821
-	Accounting & Legal Services -
2,753	Publications & Advertising 3,651
11,578	Training & Staff Development 13,093
1,761	Field Trips/Fingerprinting 3,546

### Operational Early Head Start Funding

2017-2018	2018-2019
<b>Allocation - \$256,740</b>	<b>Allocation - \$264,747</b>
<u>Expenditures</u>	<u>Expenditures</u>
152,740	Personnel 156,880
49,609	Fringe Benefits 46,995
9,737	Travel 7,236
-	Equipment -
18,168	Supplies 12,652
5,883	Contractual 15,343
20,603	*Other 24,422
4,851	Utilities/Telephone 6,135
1,875	Building & Child Liability Ins 2,730
3,972	Building & Maintenance & Repair 6,164
3,106	Local Travel 3,370
10	Child Services Consultants -
1,680	Parent Services 1,179
1,347	Publications & Advertising 977
3,616	Training & Staff Development 3,134
146	Field Trips/Fingerprinting 733

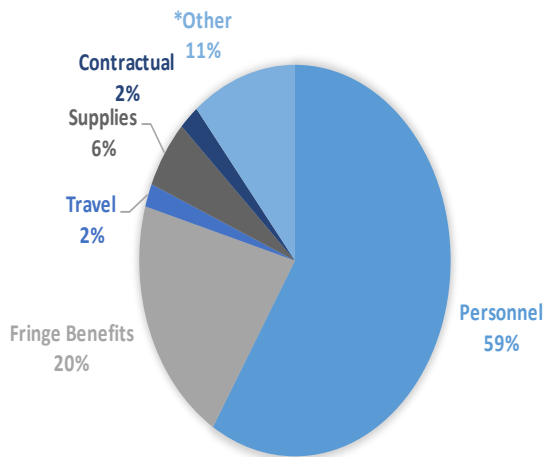
## USDA/CACFP BUDGET

2017-2018	2018 - 2019
<b>*Allocation: \$146,500</b>	<b>Allocation: \$146,500</b>
78,950	Food Costs 68,959
2,387	Non-Food-Related Items 5,961
23,245	Salary Costs 20,975

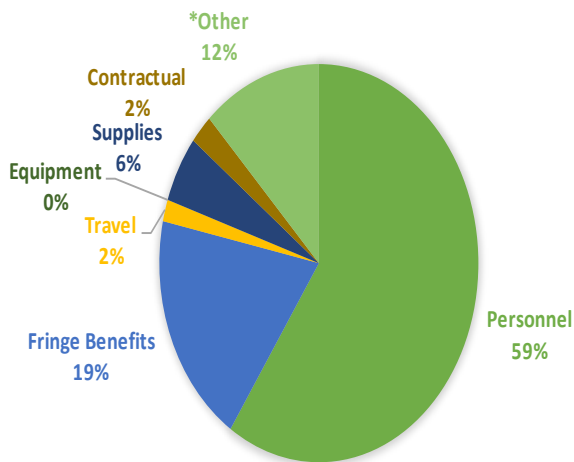
*The USDA/CACFP Fiscal Year is from September to October. The Head Start fiscal year is from June to May. Food program expenditures will overlap. The USDA/CACFP BUDGET IS BASED ON AN ANTICIPATED ENROLLMENT OF 144 STUDENTS.*

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## 2017-2018 ORGANIZATIONAL BUDGET



## 2018-2019 ORGANIZATIONAL BUDGET



### STUDENT ENROLLMENT

El Grito Head Start is funded for 168 students- 144 Head Start(HS) (3-5-year olds) and 24 Early Head Start(EHS) (pregnant families – 2 year olds) students. It must maintain full enrollment at all times.

Total Number of Families Served:

2015- 2017 :178

2016- 2017 :158

2017- 2018 : HS - 174 EHS 24

2018-2019: HS-169 EHS-25

Average Monthly Enrollment:

2015-2016 : 145.5

2016-2017: 132.2

2017-2018: HS-144 EHS-24

2018-2019: HS-140 EHS-24

### The Percentage of Enrolled Children that Received Medical and Dental Exams Including Dropped Students

Medical Exams: 2013 - 2014: 97%

2014 - 2015: 99%

2015-2016: 97%

2016-2017: 93%

2017-2018: HS-83% EHS-93%

2018-2019: HS-87% EHS-94%

Dental Exams: 2013 - 2014: 98%

2014 - 2015: 91%

2015-2016: 96%

2016-2017: 94%

2017-2018: HS-83% EHS-70%

2018-2019: HS-91% EHS-85%

### PARENT ENGAGEMENT ACTIVITIES

The parents' engagement in El Grito's programs and activities is essential in order for the program to be successful.

Parents are encouraged to volunteer in assisting the teachers in carrying out classroom activities and are also asked to contribute to their child's individual curriculum needs.

Parents participate in the decision making process by participating not only in the classroom but also participating in other program committees i.e. \*\*A copy of the audit report is available for review at the Main Center at 303 S. Cooper St., Silver City,

As a result of the screening process, students who may be having problems are referred to the appropriate health providers for further evaluation. Parents are required to provide the program with up to date immunization and physical examination records. Also in addressing the student's social and emotional issues, the program has two licensed counselors who work with the staff, children and their families.

El Grito Head Start also prepares the students academically by the daily implementation of the *Head Start Early Learning Outcomes Framework* which includes the following Central Domains:

- Approaches to Learning
- Social and Emotional Development
- Language and Literacy: Language and Communication/Literacy
- Cognition: Mathematics Development/Scientific Reasoning
- Perceptual, Motor and Physical Development

As per the Head Start Act of 2007, El Grito Head Start has developed and implemented a School Readiness Plan which address the *Head Start Early Learning Outcomes Framework*. The plan is available for interested parties by calling the Associate Director of Education at 575-538-5459.

### EL GRITO HEAD START SPRING STUDENT ASSESSMENT KINDERGARTEN ENTRY LEVEL SPRING 2018

	# of Children Tested	# of Children Below	# of Children Meeting	# of Children Exceeding
Social Emotional	139	32	48	59
Physical	139	33	65	41
Language	139	38	49	51
Cognitive	139	42	51	45
Literacy	139	40	64	34
Mathematics	139	35	63	41

### PROGRAM REVIEWS/LICENSING

El Grito Head Start is monitored and licensed by the state's Children, Youth and Families Department (CYFD) – Child Care Licensing Bureau. CYFD's monitoring is based on the State Child Care Licensing Regulations. Current program licenses are posted at all program centers. In addition, the Office of Head Start, Washington D. C., reviews Head Start programs every three years. The last review was conducted on January 14-18, 2019. NO non-compliance findings were found.

The Child, Youth and Families Department – Child Care Licensing Bureau's current monitoring reports and Licenses are posted at each building and/or classrooms. All site are a Two Star Facility.

### Food Services Program

On February 21-22, 2019, the New Mexico Children, Youth and Families Department – Early Childhood Services/Family Nutrition Bureau conducted an Administrative Review of El Grito Head Start's food service program. The review included the following federal regulations:

- INSTITUTIONAL RECORD KEEPING
- ENROLLMENT/INCOME ELIGIBILITY
- MEAL SERVICE AND NUTRITION EDUCATION
- VALIDATION OF NON-PROFIT STATUS
- TRAINING AND MONITORING
- SAFETY AND SANITARY PROCEDURES
- INSTUTION'S AUDIT

There were no findings and as a result, El Grito Head Start received an Award of Excellence. This is the most current food program review.

### Program Internal Audit

Clifford, Ross and Cooper, LLC, Certified Public Accountants conducted an audit of El Grito Head Start for the period June 1, 2018 through May 31, 2018. There were no findings requiring resolution as a result of the audit. The Federal Audit Clearinghouse indicated that based on their initial review, the audit met federal audit requirements.