

# El Grito Head Start Annual Report 2020

El Grito Early Learning is a non-profit, consisting of Head Start, New Mexico State Early PreK and Early Head Start 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 Early Learning is monitored every three years by the Office of Head Start/Administration for Children and Families. In the 2016 - 17 school year, El Grito Head Start began a five year monitoring cycle. Also, New Early Childhood Education and Care Department 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*

## \*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  
 Ben Cisneros, 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  
 Susie Hutchins, Associate Director of Community Services/Health  
 Candice Lucero, Chief Financial Officer  
 Venus Aragon, Administrative Assistant  
 Sonia Acosta, Receptionist  
 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; Frances Placencio, Teacher Assistant  
 Room 2 – Rosemary Gutierrez, Teacher; Sally Martinez, Teacher Assistant  
 Room 3 – Katy Chavez, Teacher; Vanessa Orosco, Teacher Assistant  
 Room 9 - Natividad Urbina, Teacher; Substitute Assistant Second Semester

Cooks – Rudy Mesa, Julie Verdugo, Lori Martinez

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

Room 4–Edda Lottenbach, Teacher Bernadette Hernandez, Teacher Assistant  
 Room 5 – Michelle Montoya, Teacher; Vanessa Orosco, Teacher Assistant  
 Room 6 – Jocelyn Arellano, Teacher, Arisa Dominguez, Teacher Assistant  
 Room 7 – Guadalupe Salas, Teacher; Billie Jean Benavidez, Teacher Assistant

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

Room 8- Lillian Chavira, Teacher; Jane Guerra, Teacher Assistant

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

Early Head Start  
 Home Based – Elicia DeLaTorre, Amanda Garcia Home Visitor

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

## Operational Head Start Funding

2018-2019		2019-2020
<b>Allocation - \$1,202,060</b>		<b>Allocation - \$1,255,351</b>
<u>Expenditures</u>		<u>Expenditures</u>
710,754	Personnel	713,615
231,406	Fringe Benefits	214,672
18,618	Travel	7,932
-	Equipment	-
66,428	Supplies	115,250
19,387	Contractual	14,914
151,919	*Other	167,730
23,010	Utilities/Telephone	21,114
9,605	Building & Child Liability Ins	9,211
44,035	Building & Maintenance & Repair	57,575
10,076	Local Travel	7,721
7,084	Parent Services	4,736
37,821	Substitutes ( No Benefits)	51,579
3,651	Publications & Advertising	2,875
13,093	Training & Staff Development	10,715
3,546	Field Trips/Fingerprinting	2,204

## Operational Early Head Start Funding

2018-2019		2019-2020
<b>Allocation - \$264,747</b>		<b>Allocation - \$269,328</b>
<u>Expenditures</u>		<u>Expenditures</u>
156,880	Personnel	164,398
46,995	Fringe Benefits	45,845
7,236	Travel	1,407
-	Equipment	-
12,652	Supplies	16,968
15,343	Contractual	6,638
24,422	*Other	31,568
6,135	Utilities/Telephone	5,822
2,730	Building & Child Liability Ins	2,581
6,164	Building & Maintenance & Repair	14,712
3,370	Local Travel	4,566
1,179	Parent Services	919
977	Publications & Advertising	398
3,134	Training & Staff Development	2,050
733	Field Trips/Fingerprinting	521

## Operational Early Pre-K Funding

\*\*New Program

2019-2020	
<b>Allocation - \$150,800</b>	
<u>Expenditures</u>	
82,151	Personnel
25,184	Fringe Benefits
1,952	In-State Employee Travel
203	Maintenance
7,910	Supplies - Educational
1,029	Supplies - Other
2,167	Other Operating Costs
19,385	Other Costs Category
10,800	Start up and Safety
381	Utilities/Telephone
453	Parent Services
1,056	Publications & Advertising
730	Training & Staff Development
200	Field Trips/Fingerprinting
1,089	Contractual
4,059	Groceries
9,095	Admin Cost
4,489	Finance

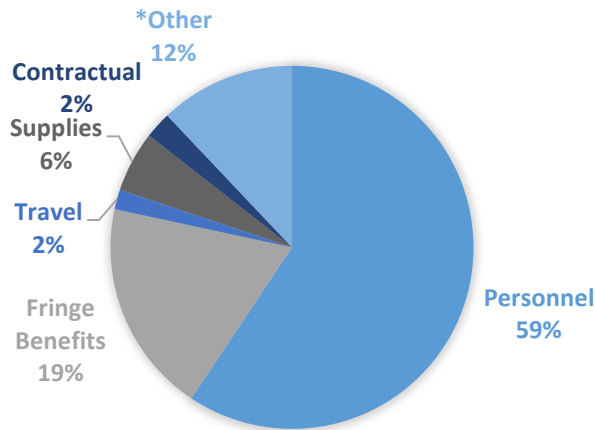
## USDA/CACFP BUDGET

2018-2019		2019-2020
<b>Allocation: \$146,500</b>		<b>Allocation: \$146,500</b>
78,950	Food Costs	50,478
2,387	Non-Food-Related Items	6,157
23,425	Salary Costs	22,504
	Equipment	6,345

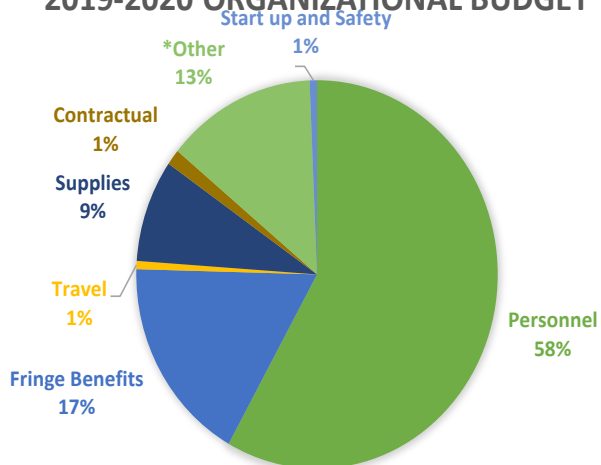
*The USDA/CACFP Fiscal Year is from September to October. The Head Start fiscal year is from June to May. Food program expenditures will overlap. The USDA/CACFP BUDGET IS BASED ON AN ANTICIPATED ENROLLMENT OF 160 STUDENTS.*

# El Grito Head Start Annual Report 2020

## 2018-2019 ORGANIZATIONAL BUDGET



## 2019-2020 ORGANIZATIONAL BUDGET



### STUDENT ENROLLMENT

El Grito Head Start is funded for 184 students- 144 Head Start (HS) (3-5 year olds) 16 Pre-K (3 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:

2016-2017: HS 158  
 2017-2018: HS - 174 EHS 24  
 2018-2019: HS 169 EHS 24  
 2019-2020: HS 106 EHS 24 NM Pre-K 16

Average Monthly Enrollment:

2016-2017: 132.2  
 2017-2018: HS-144 EHS-24  
 2018-2019: HS 140 EHS 24  
 2019-2020: HS 104 EHS 24 NM Pre-K 16

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

Medical Exams:

2016-2017: 93%  
 2017-2018: HS-83% EHS-93%  
 2018-2019: HS 87% EHS 94%  
 2019-2020: HS 97.6% EHS 67.7% PreK 100%

Dental Exams:

2016-2017: 94%  
 2017-2018: HS 83% EHS 70%  
 2018-2019: HS 91 EHS 85%  
 2019-2020: HS 92.2% EHS 46.9% PreK 100%

### 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. budget, program and policy development and curriculum. All parents are encouraged to become members of the Policy Council. The Policy Council must approve all program additions and revisions, the grant application and budget, and the hiring and termination of employees. The Policy Council President is

\*\*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	42	0	9	33
Physical	42	2	10	30
Language	42	1	13	28
Cognitive	42	4	19	19
Literacy	42	5	18	19
Mathematics	42	3	16	23

### 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 Plus Star Facility.

### Food Services Program

On March 19, 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, 2019. 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.