

Program  
Year | 2016-17

# Early Learning and Family Services

Annual Report



**opportunity**  
council



# Our Leadership Team

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United Way  
of Whatcom County  
UnitedWayWhatcom.org

*In addition to these key funders and collaborators, ELAFS is proud to also benefit from the support of local private and community foundations, as well as individual donors who support our work.*



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# Our Mission

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The Opportunity Council (OC) helps people improve their lives through education, support, and direct assistance while advocating for just and equitable communities.

In support of the Opportunity Council's mission, the Early Learning and Family Services Department (ELAFS) ensures that all children and families have the knowledge, skills, and support for success in school and all future opportunities.

## We are...

- Committed to working with families and communities to increase access to quality early learning experiences and family support.
- Strong believers in families as the best resource for children, and
- Confident that healthy, resilient, well-educated children will be successful in the changing world of the 21st Century and beyond.

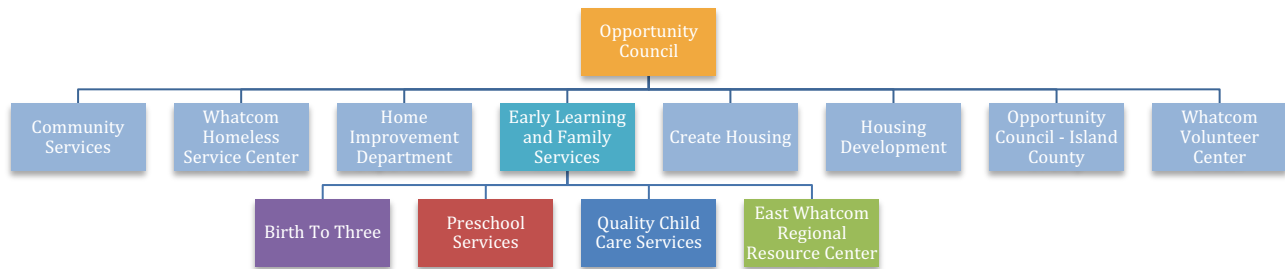
## Our Programs...

- Enhance the social and cognitive development of children through the provision of educational, health, nutritional, social, and other services to enrolled children and families. They engage parents in their own children's learning and help them in making progress toward their educational, literacy and employment goals.
- Work with parents, families, child care providers and early childhood educators, businesses and community organizations to promote the availability of high quality early child care and education programs in Island, San Juan, Skagit, Snohomish, and Whatcom counties.
- Help parents and families find quality child care environments for their children, and assist child care providers in supporting every child's learning and development.

# Department Overview

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Our programs promote school readiness by enhancing the social and cognitive development of children through the provision of educational, health, nutritional, social and other services to enrolled children and families. They engage parents in their children's learning and help them in making progress toward their educational, literacy and employment goals.



## Birth to Three and Health Services

### Single-Entry Access to Services (SEAS)

Housed at Early Learning and Family Services, this program of Whatcom Taking Action provides a centralized intake system for families and medical professionals looking for services for children and youth in Whatcom County with known or suspected special needs.

### Early Support for Infants and Toddlers

ESIT serves families with children birth to three years old who have special needs and need support to maximize each child's development. ESIT provides early diagnosis and intervention services for infants and toddlers with disabilities in their natural environment, including family resource coordination, screening and evaluation to determine eligibility, ongoing assessment, and therapy services. The Opportunity Council serves as the Local Lead Agency for Whatcom County.

### Early Head Start

This federally funded comprehensive child development program for low-income families with infants, toddlers, and pregnant women enhances children's physical, social, emotional, and intellectual development; assists pregnant women in accessing comprehensive prenatal and postpartum care; supports parents' efforts to fulfill their parental roles; and helps parents move toward self-sufficiency. It also features individualized planning and case management for children and parents. Services are provided in both home-based and center-based models.

## Preschool Services

### Head Start/ECEAP

Our federally and state-funded comprehensive preschool programs provide free services and support to eligible children and their families. The programs promote school readiness by enhancing the social and cognitive development of children through the provision of educational, health, nutritional, social and other services to enrolled children and families. We also work systemically to assure alignment between prenatal to third grade services in our community (P-3 alignment).

We engage parents in their children's learning and help them in making progress toward their educational, literacy and employment goals. Significant emphasis is placed on the involvement of parents in the administration of the program through the Parent Policy Council and other means. Included in parent preparation is the readiness to advocate successfully for their child in the K-12 system.

The goal of both programs is to help ensure all Washington children transition well and enter kindergarten ready to succeed. The program, which offers both part-day, full day and extended day options, includes:

- Early learning preschool
- Family support and parent involvement/leadership development
- Child health coordination and nutrition
- Linkages and referral to both other OC and community partners' services

## Quality Child Care and Support Services

### Child Care Aware of Northwest Washington

Child Care Aware is the foundation for a variety of family and caregiver-focused programs that include providing current information to access safe, reliable child/respice care; recruiting and professional development training; on-site consultation and technical assistance; material development and dissemination; creating linkages among early care and education providers; linking providers with the broader human service community to better support families; and advocating for effective public policy on national, state and community levels.

### Early Achievers

Early Achievers is Washington's Quality Rating and Improvement System (QRIS). It's designed to help parents and families find quality care environments for their children, and to assist child care providers in supporting every child's learning and development. Child Care Aware of Northwest Washington serves as Washington State's QRIS coordinator for Whatcom, Snohomish, Skagit, Island, and San Juan Counties.

## **Family Child Care Nutrition Programs**

Promotes high quality meal service and nutrition training in the licensed family child care setting to safeguard the health and well-being of children and encourage consumption of nutritious foods. Participating providers receive meal reimbursement, on-site monitoring/coaching three times per year, and extensive nutrition education.

## **Emergency and Homeless Child Care Subsidies**

Provides child care vouchers to assist families in emergency/crisis, homeless or transitional living situations in choosing and paying for child care.

## **Infant/Toddler FIND Regional Systems and Services Program**

Infant/toddler consultation includes regionally provided targeted coaching, consultation, one on one mentoring and technical assistance to the infant-toddler child care workforce in coordination with Early Achievers participants that receive state subsidized funding for infants and toddlers. The coaching and consultation is to infant and toddler classrooms. Areas of expertise may include infant and early childhood mental health, FIND model of intervention, birth to three child development, infant and toddler child care, pediatric health.

## **Filming Interactions to Nurture Development (FIND)**

FIND is a video-based intervention with microanalysis of caregiver-child interactions. A FIND coach uses the film to engage and support caregivers in learning about developmentally supportive strategies using five core elements of supportive caregiving. Caregivers use film of themselves as their own positive model for learning.

## **East Whatcom Regional Resource Center**

The East Whatcom Regional Resource Center (EWRRRC) is located in Maple Falls, Washington. A Whatcom County Parks facility, it is managed by the Opportunity Council. The facility opened in September 2011, and provides space for a preschool program, youth and teen programming, community meetings, neighborhood events, private events, as well as a variety of information and resources and events throughout the year for residents in Eastern Whatcom County.

# Accountability

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Monitoring the goals and activities of Early Learning and Family Services' programs is an ongoing process. Through the use of regular self-assessments, federal, state and local reviews, routine monitoring tools/site visits and an annual fiscal audit, ELAFS is able to maintain high quality programs and participate in continuous program improvements.

## **Audit Results**

The Opportunity Council is the grantee for all Administration for Children and Families-Office of Head Start funds, the USDA/OSPI Child and Adult Food Program, and State of Washington financial support, for ECEAP, Child Care Aware/Early Achievers, Homeless Child Care Subsidy, Early Support for Infant and Toddlers (Part C IDEA), and more. Annually, according to the grantee's fiscal year of January to December, the Opportunity Council has a financial audit conducted by independent auditors according to OMB Circular A-133, and 2 CFR Part 200. The financial audit for the grantee's Fiscal Year 2016, which covers half of the Early Learning and Family Services Department's 2016-2017 contract year with ACF-OHS and State of Washington Department of Early Learning, was "unmodified" or absent of any findings.

## **Monitoring Reports**

### **Infant Toddler Consultation Project**

During 2017, the Washington State Department of Early Learning conducted an on-site monitoring review of the Opportunity Councils' Infant-Toddler Consultation Project program. This consisted of a fiscal review, staff interviews and written/documentation and other contract inquiry of policies, procedures, monitoring and practices. There were no findings; therefore, no corrective action requested.

### **Child Care Aware of Northwest Washington Review**

During 2017, Child Care Aware of Washington conducted an on-site monitoring review of the Opportunity Councils' Child Care Aware program in accordance with Child Care Aware of America's National Accreditation practices. This consisted of a fiscal review, staff interviews and written/documentation response to Washington Early Achievers and other contract inquiry of policies, procedures, monitoring and practices. There were no findings; therefore, no corrective action requested.

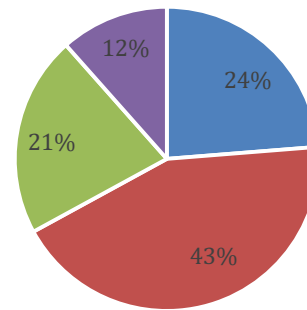
### **USDA-CACFP for ELAFS' Preschool Classrooms**

An on-site review by WA OSPI, acting on behalf of the USDA in 2016-17 found that the Department's billing for one period during the year included reimbursements for milk. Milk was served by ELAFS at all child meals during the period reviewed but not all weekly menus listed milk as one of the offerings. The monitors, therefore, required OC-ELAFS to reimburse the USDA for the period in question in the amount of \$805.14. A corrective action plan has since remedied the menu inclusion issue going forward.

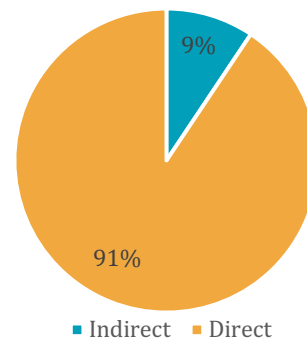


# Financials - Revenue and Expenditures

2016 Revenue	Amount
Birth to Three	\$2,313,505.31
Preschool Services	\$4,221,852.12
Quality Child Care	\$2,086,124.12
Other	\$1,125,394.73
<b>Total</b>	<b>\$9,746,876.28</b>



2016 Expenses	Indirect	Direct
Birth to Three	\$224,268.24	\$2,089,237.07
Preschool Services	\$369,087.56	\$3,852,764.56
Quality Child Care	\$215,160.18	\$1,870,963.94
<b>Total</b>	<b>\$808,515.98</b>	<b>\$7,812,965.57</b>



Birth-Three Services	Total	Indirect	Direct
Infant Toddler Early Prevention Programs	\$1,459,859.00	\$150,568.42	\$1,309,290.58
Early Intervention (ESIT)	\$261,732.31	\$26,149.67	\$235,582.64
Whatcom County Intervention Services	\$59,875.00	\$0.00	\$59,875.00
Early Head Start	\$460,039.00	\$40,124.15	\$419,914.85
Chuckanut Foundation - SEAS	\$34,000.00	\$3,507.00	\$30,493.00
Whatcom County - SEAS	\$38,000.00	\$3,919.00	\$34,081.00
<b>Total</b>	<b>\$2,313,505.31</b>	<b>\$224,268.24</b>	<b>\$2,089,237.07</b>

Preschool Services	Total	Indirect	Direct
ECEAP	\$1,475,720.00	\$117,035.63	\$1,358,684.37
Head Start	\$2,378,066.00	\$214,089.96	\$2,163,976.04
Bellingham Public NFS	\$180,000.00	\$18,565.02	\$161,434.98
USDA-Lunch Program	\$159,298.34	\$16,429.87	\$142,868.47
Head Start Donations	\$28,767.78	\$2,967.08	\$25,800.70
<b>Total</b>	<b>\$4,221,852.12</b>	<b>\$369,087.56</b>	<b>\$3,852,764.56</b>

Quality Child Care and Support Services	Total	Indirect	Direct
<b>CACFP</b>	\$72,559.46	\$7,483.71	\$65,075.75
<b>Fee for Service</b>	\$15,731.75	\$1,622.55	\$14,109.20
<b>Child Care Resource and Referral</b>	\$1,849,330.85	\$190,738.17	\$1,658,592.68
<b>Infant Toddler Regional Systems</b>	\$103,108.76	\$10,634.53	\$92,474.23
<b>NWESD</b>	\$14,322.57	\$1,477.21	\$12,845.36
<b>DEL Homeless Vouchers</b>	\$11,808.32	\$1,217.89	\$10,590.43
<b>United Way - Vouchers</b>	\$10,157.00	\$1,047.00	\$9,110.00
<b>United Way - Snohomish</b>	\$9,105.41	\$939.12	\$8,166.29
<b>Total</b>	\$2,086,124.12	\$215,160.18	\$1,870,963.94

Other	Total
<b>Head Start Non-Federal Share</b>	\$840,278.93
<b>Early Head Start Non-Federal Share</b>	\$91,143.80
<b>Events/Private Donations</b>	\$29,484.00
<b>East Whatcom Regional Resource Center</b>	\$164,488.00

# Community Reach

## Birth to Three and Health Services

### Early Head Start 2016-17

Cumulative Enrollment:	80
Number of Funded Slots:	41
Average Monthly Enrollment:	100%
Number of Center Based Classrooms:	1
Number of Home Based Slots:	31
Percent of Children w/Health Insurance at End of Enrollment:	100%
Percent of Enrolled Children that Received Medical Exams:	85%
Percent of Children Enrolled for at least 6 Months who had Medical Exam	80%
Percent of Enrolled Children who are Income Eligible	94%

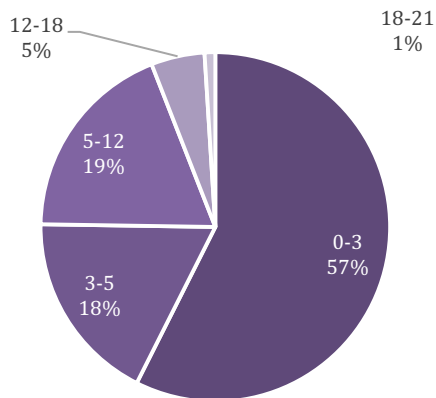
### Early Support for Infants and Toddlers 2016-17<sup>1</sup>

Average Number of Referrals made each month	38
Average Number of Evaluations to Determine Eligibility	13
Average Number Determined Eligible during the month	8
Average IFSPs Completed During the Month	17
Average Number of New/Initial IFSPs completed during month	9
Average Number of Active IFSPs on last day of month	90
Average number of all active IFSPs within the month	90
Average Children Transitioned within month	6

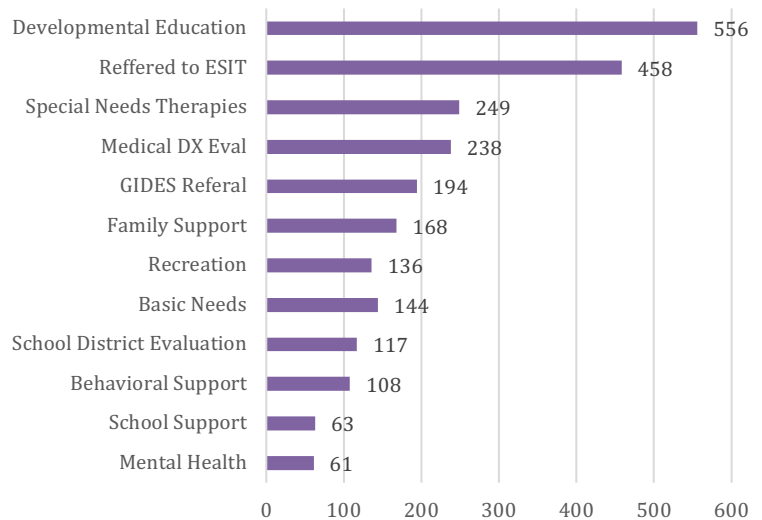
### Single Entry Access to Services 2016-17

Total Number of Referrals	774
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Age Range of Children Referred for Service 2016-17



Needs Identified 2016-17



<sup>1</sup> Numbers are for OC direct services team, and do not reflect larger volume of service as Local Lead Agency

## Preschool Services

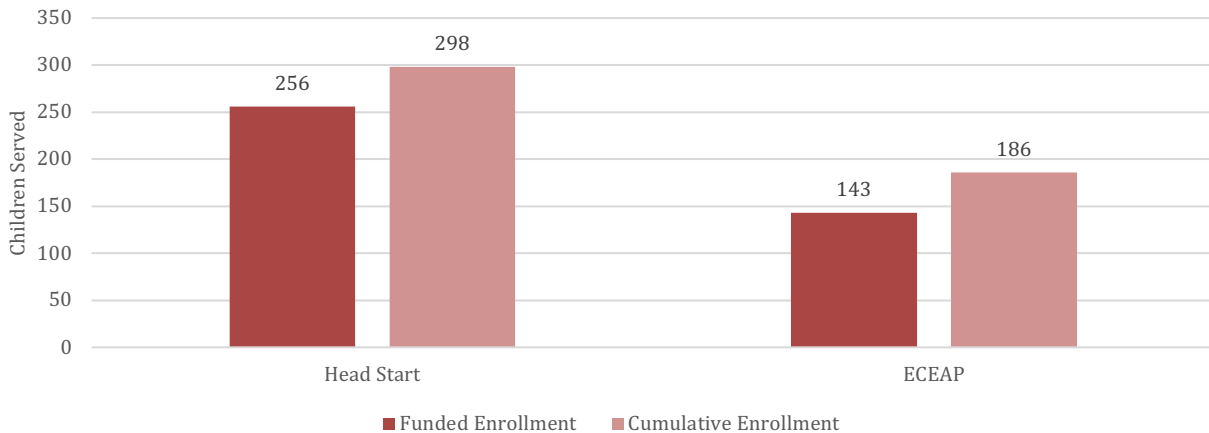
### Early Childhood Education and Assistance Program 2016-17

Cumulative Enrollment:	186
Number of Funded Slots:	143
Average Monthly Enrollment:	100%
Number of Center Based Classrooms:	9
Meal Count:	25,141
Percentage of Enrolled Children who are Income Eligible	92%

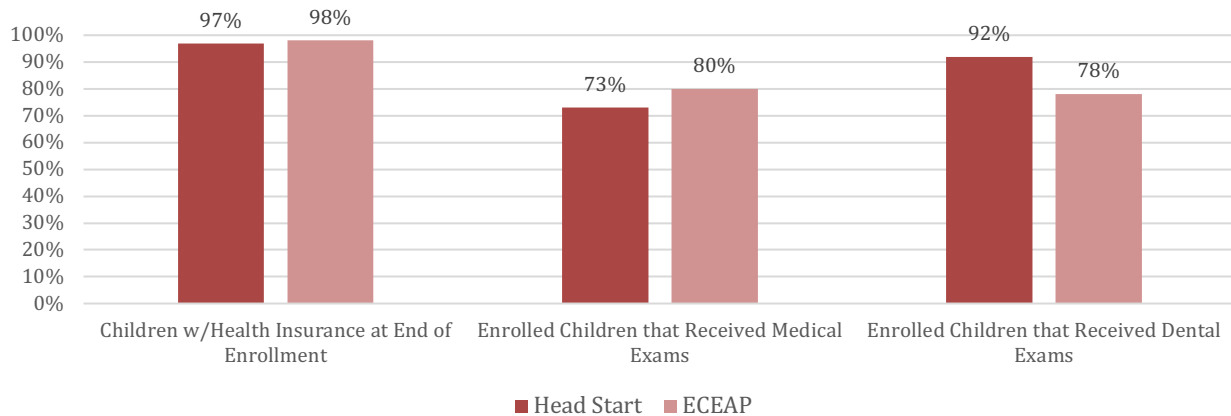
### Head Start 2016-17

Cumulative Enrollment:	298
Number of Funded Slots:	256
Average Monthly Enrollment:	100%
Number of Center Based Classrooms:	15
Meal Count:	42,139
Percentage of Enrolled Children who are Income Eligible:	92%

Head Start/ECEAP Funded Enrollment and Cumulative Enrollment 2016-17



Head Start/ECEAP Health and Dental Data 2016-17



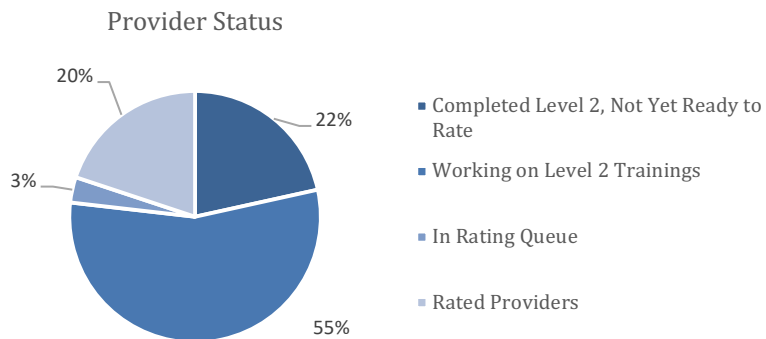
## Quality Child Care and Support Services

### Emergency & Homeless Child Care Subsidy Vouchers 2016-17

Unduplicated families who received assistance	25
Unduplicated children who received assistance	43
Dollars Spent	\$22,533.10

### \* 2016-2017: Child Care Aware – Early Achievers Quality Rating and Improvement System

Providers Enrolled in Early Achievers Total	427
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### Professional Development Training, Coaching, & Technical Assistance Provided/ Evaluated

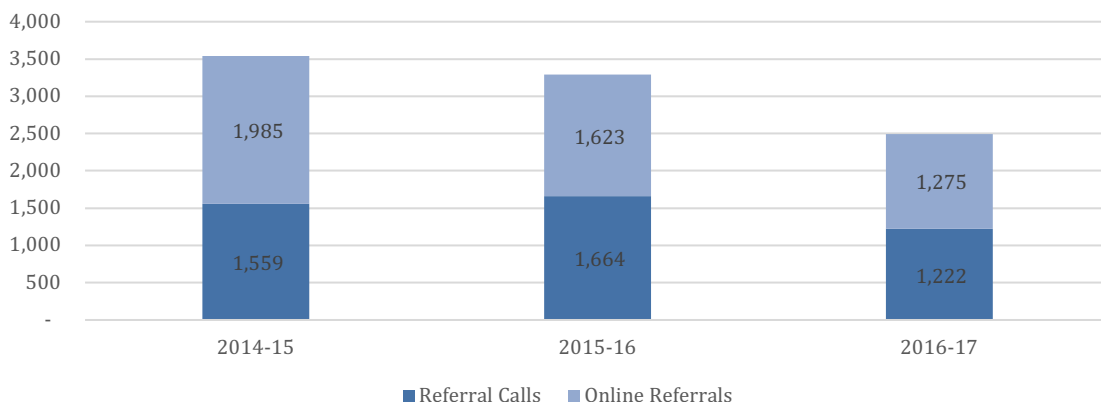
Total number of Enhanced Training hours	282.5
Total number of Enhanced Training participants (duplicated)	865
Total number of Enhanced Trainings	63
Total number of Level 2 trainings	73
Total number of Level 2 attendees	737
Total number of Level 2 training hours	288

### Child Care Nutrition Program

Total number of Reimbursed Meals:	239,334
Average number of Reimbursed Meals Per Month	19,444
Average Number of Children Served Per Month	963

### Child Care Aware of Northwest Washington

Referrals by Type, 3-Year Comparison

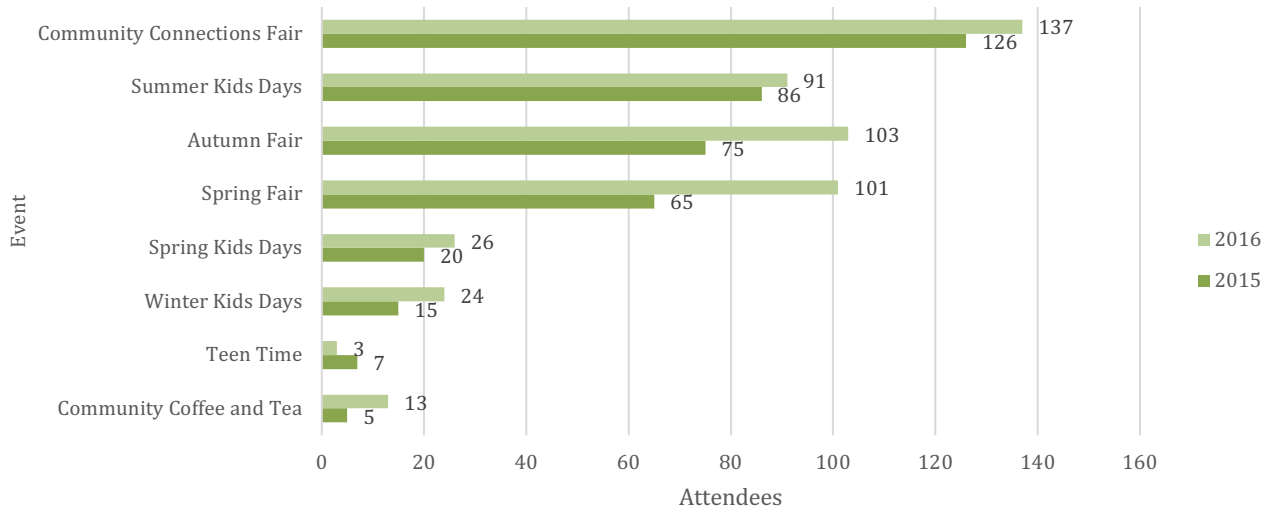


# East Whatcom Regional Resource Center

## Information and Referral Services 2016

Walk-in Clients:	5,029
Phone Clients	1,093
New Users:	829
Volunteer Hours	1,214

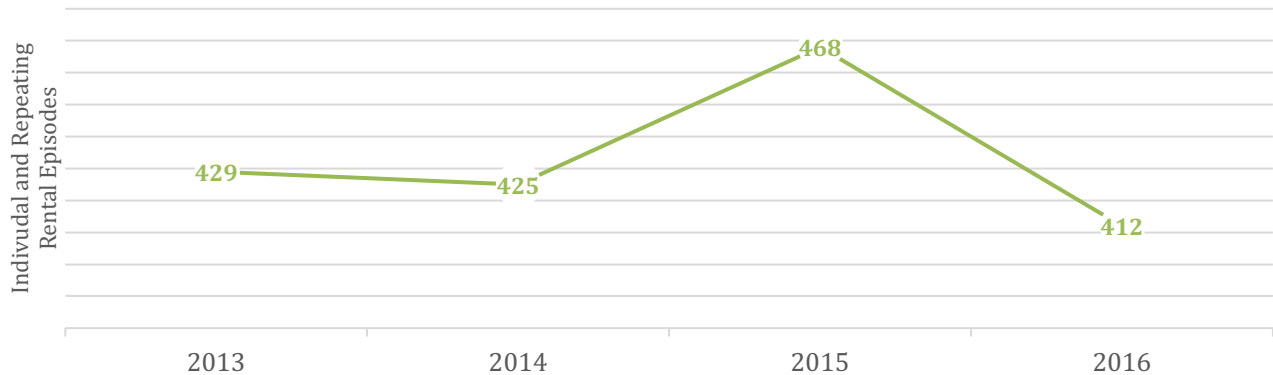
## Event Attendance 2015 vs 2016



## Summer Kids Days 2016

Number of Kids that Attended	91
Average Number of Kids Attending Per Day	19
Highest Attendance	34
Meals Served	631
Volunteer Hours	85

## EWRRRC Total Community (Non-OC) Rental Episodes<sup>2</sup> Per Year



<sup>2</sup> A renter episode may be of any length

# Parent Engagement Activities

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Parent engagement and involvement begins at the time a parent chooses to enroll their child in Early Learning and Family Services programs. ELAFS staff recognizes that parents are the first and primary teachers of their children.

Our divisions provide a variety of opportunities for parent engagement, so that they might become involved at the level to which they are able.

Opportunities for parents include:

- Welcoming parent participation in classrooms, whether as volunteers who help with daily activities or as observers.
- Working with parents to schedule home visits and socializations at a time when they are best able to fully participate.
- Participating in and/or taking leadership roles in Center Parent Committee Meetings at sites.
- Representing others at the Interagency Coordinating Council or their Parent Center Committee as well as at the HS/ECEAP/EHS Policy Council where parents participate in policymaking and other decisions about the program.
- Attending and participating in the Health Service Advisory Committee where parents meet with community health professionals to address child and adult health issues/needs in our communities.
- Providing input in curriculum planning and activities.
- Parents are encouraged to make recommendations for menu options in collaboration with our food service staff.
- Sitting on interview panels during ELAFS staff hiring processes.
- Working part-time in our administrative office as Parent Helpers providing clerical support.
- Parent events focusing on enhancing parent-child relationships include father-child activities, movement and physical activity at home, various events sponsored by Parent-to-Parent, and learning new strategies for guidance and discipline and healthy nutrition.
- Families Moving Forward training providing information regarding Executive Functions was provided to Kellogg ECEAP Parents
- Participating in various surveys on issues of interest to parents.
- During school breaks parents of attending East Whatcom Regional Resource Center (EWRRC) Kids Dayz are welcome to stay with their child and participate alongside their child.
- Parents attend the EWRRC 0-5 playtime during community coffee and tea with their children.

Together, parents and staff decide what roles parents and other community agencies will play in planning activities that are consistent with families' needs and interests.

# School Readiness Efforts

ELAFS school readiness goals are based on collaborative efforts with local school districts toward Preschool-3rd grade (P3) alignment efforts. The agreed upon goals include all five domains required by the Head Start Child Development and Early Learning Framework (language and literacy development; cognition and general knowledge; approaches toward learning; physical well-being and motor development; and social and emotional development).

Head Start and Early Head Start programs are required to measure and report children’s progress based on the Head Start Child Development and Early Learning Framework. The framework was developed to guide programs in curriculum planning and ongoing assessment of children’s progress and development while enrolled in the program. It includes seven general domains, and numerous domain elements relating to children’s skills, abilities, knowledge, and behaviors. Similarly, the Washington D.E.L. has early learning guidelines that direct our work.

Our program uses Teaching Strategies Gold (TSG), a valid and reliable research-based assessment, as our measuring tool. The charts below indicate the percent of children in Head Start and ECEAP programs that were found to be at or above the widely-held expectations at the end of the 2016-17 Program Year.

Furthermore, in 2016-17, OC-ELAFS led the way within Washington for working with the WA Department of Early Learning on tracking longitudinal data on former preschoolers as they entered kindergarten (WaKIDS results) and beyond.

