Head Start is a Comprehensive child development program that serves preschool children and their families. The overall goal is to increase the school readiness of young children and close the achievement gap between low-income and middle-income children.

RECAP Head Start provides services in the areas of **education, health, dental, mental health, nutrition, and family engagement**. In addition the individualized program is responsive to each child’s developmental, ethnic, cultural, and linguistic heritage.

Our program serves 184 three to five year old children at three different locations. Each location offers a unique combination of services and program times to meet the needs of enrolled children and families.

**Profile**

- **184** children
- **13** classrooms
- **143,352** Hours in school

**Board and Policy Council**

**RECAP Policy Council 2016**

- Malika Kabene
  Policy Council Chairperson
- Heather Nedwetzky
  Vice Chairperson
- Tonya Grant
  Treasurer
- Shannon Flannery
  Secretary
- Kelly Florez
- Christian Martinez
- Jennifer Mirecki
- Erika Serrano
- Mandy Stewart
RECAP is able to provide high quality services thanks to the commitment and contributions of our Board of Directors and Policy Council.

**RECAP Board of Directors 2016**
- John Cappello
  - President
- Miurka Hidalgo
  - 1st Vice President
- Horace Belton
  - 2nd Vice President
- Hon. Michael Sweeton
  - Treasurer
- Lydia Terwilliger
  - Secretary
- Juana Roberts-Currie
- Angela Cangialosi
- Jean Sexton
- Carl Hendrick
- RoseMarie Mastrocola
- Anne Marie Beekman
- Patricia Claiborne
- Kirstyn Melick

**Locations**

1. **Port Jervis Center**
   - 31 W. Main St.
   - Port Jervis, NY 12771
   - (16) 6.5 hour slots
   - (28) 3.5 hour slots

2. **Middletown Center**
   - 96 N. Beacon St.
   - Middletown, NY 10940
   - (60) 6.5 hour slots
   - (24) 3.5 hour slots

3. **Scotchtown Center**
   - 240 Midland Lakes Rd.
   - Middletown, NY 10941
   - Transportation for (56) 3.5 hour slots
Community Assessment

In Our Schools

Middletown 76% of students receive Free and Reduced Lunch

Port Jervis 63% of students receive Free and Reduced lunch

(Ne Ethiopian Education Department, NYS Report Card 2015-2016)

Proficiency levels on State tests:

State tests reveal significant differences in the scores of economically disadvantaged third graders and their peers. In Middletown 2015-2016 scores for economically disadvantaged students scored 21% proficient in ELA and 27% proficient in Math, their non-economically disadvantaged peers scored 48% proficient in ELA and 52% in Math. In Port Jervis, Economically disadvantaged 3rd graders scored 24% proficient in ELA and 32% proficient in Math, their peers scored 53% proficient in ELA and 72% proficient in Math. (http://data.nysed.gov)
Community Assessment

Our Service Area 2016:

- It is estimated that there are **430** age (3-5) and income eligible children in our service area.
- **354** Children in Orange County were in Foster Care.
- Teenage Pregnancy rates for Middletown and Port Jervis are two times the County average.
- There were **570** founded cases of child abuse and neglect.
- **3,531** families sought housing assistance and **840** were temporarily housed.

Contents

The Following Report includes nine areas of program information:

1. The total amount of **public and private funds** received
2. An explanation of **budgetary expenditures** and **proposed budget** for the fiscal year.
3. The total **number of children and families served**, the average **monthly enrollment** (as a percentage of funded enrollment), and the percentage of eligible children served.
4. The results of the **most recent review** by the Secretary and the financial Audit.
5. The percentage of enrolled children that received **medical and dental exams**
6. Information about **parent involvement** activities
7. The agencies effort to prepare children for **Kindergarten**
8. Any information required by the Secretary
9. A summary of the programs most recent **Community Assessment**
## Proposed Budget

### Proposed budget for 3/1/15-2/29/16

<table>
<thead>
<tr>
<th>Program Operations</th>
<th>Training &amp; Technical Assistance</th>
<th>Non-Federal Share</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Personnel</td>
<td>$1,042,798</td>
<td>$129,962</td>
</tr>
<tr>
<td>B. Fringe Benefits</td>
<td>$336,429</td>
<td>$14,984</td>
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<tr>
<td>C. Travel</td>
<td>$3045</td>
<td>$0</td>
</tr>
<tr>
<td>D. Equipment</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>E. Supplies</td>
<td>$20,250</td>
<td>$3,302</td>
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<tr>
<td>F. Contractual</td>
<td>$114,296</td>
<td>$107,487</td>
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<tr>
<td>G. Construction</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>H. Other</td>
<td>$246,354</td>
<td>$190,631</td>
</tr>
<tr>
<td>I. Total Direct</td>
<td>$1,785,464</td>
<td>$446,366</td>
</tr>
<tr>
<td>J. Indirect Charges</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

### Indirect Charges
- $0
- $0
- $0

### Total Direct
- $1,785,464
- $22,092
- $446,366

### Community Assessment

### Orange County, NY

- **Population 2010 Census**: 372,813
- **% Change 2000-2010**: 9.21%
- **% Change 1970-2010**: 68.2%

### Cities

#### Port Jervis
- **Population**: 8736
- **16.4% in poverty**
- **Estimated 316 children ages 0-4 in poverty**

#### Newburgh
- **Population**: 30,845
- **13.4% in poverty**
- Children and families in Newburgh are served through Head Start of Eastern Orange County

#### Middletown
- **Population**: 27,904
- **19.4% in poverty**
- **Estimated 552 children ages 0-4 in poverty**

### Early Childhood Development Proposed Budget 2015-2016

- **Early Childhood Development Budget**: $1,784,464
- **Training/TA**: $22,092
- **Non-Federal Share**: $446,366
Kindergarten Preparation

**32 Children Received Disabilities Services**

- Speech and Language Therapy - 28 children
- Occupational Therapy – 11 children
- Special Education - 4 children
- Physical Therapy – 4 children

Speech and Language, Occupation Therapy, and Physical Therapy each increased from 2014-2015.

60% of children entering Kindergarten were declassified, and did not need disability services in Kindergarten.

**Attendance**

“Low-income students are four times more likely to be chronically absent than others often for reasons beyond their control, such as unstable housing, unreliable transportation and a lack of access to health care.”

86.9% Average Annual Attendance

**School Matters!**

Attend Today. Achieve Tomorrow

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**Public and Private Funds Received And Budgetary Expenditures**

- **Support and Revenue**
  - Total $2,400,073

- **Total Childhood Development Expenses**
  - Personnel and Fringe Benefits $1,391,902
  - Occupancy $120,564
  - Food/Nutrition $83,181
  - Travel $1,121
  - Other, Supplies, Contractual $301,233
  - Total Direct Charges $1,981,182

- **Non-Federal Share**
  - Non Federal Share Required $446,366
  - 25% of Federal Share
  - Total Non-Federal Share Received $452,779
  - 25.3% of Federal Share

Children and Families Served

The Federal Government has allocated funding to provide 184 slots for Head Start eligible children. RECAP, Inc. served 212 children in 2015-2016 and Average monthly enrollment was 99.6% September—June.

49% of Head Start Eligible children are served in Early Childhood Programs.

Services to the Entire Family 2015-2016

Emergency Crisis / Intervention—23 Families
Housing Assistance—37 Families
Mental Health—37 Families
English as a Second Language — 30 Families
Adult Education—41 Families
Job Training—99 Families
Parenting Education— 153 Families

School Readiness Goals

Progress of children in meeting widely held expectations. 2015-2016

89.1% Met or exceeded goal in Physical Readiness.
87.2% Met or exceeded goals in Social Emotional Readiness.
87.1% Met or exceeded goals in Language Readiness.
69% Met or exceeded goals in Mathematics Readiness.
90.1% Met or exceeded goals in Cognitive Readiness.
88% Met or exceeded goals in Literacy Readiness.
Kindergarten Preparation

All Children made progress in meeting our school readiness goals. As a result 84 four year old children left prepared to learn in kindergarten.

<table>
<thead>
<tr>
<th>Area of Development</th>
<th>GOLD Readiness Benchmark</th>
<th>RECAP Head Start Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>Social Emotional</td>
<td>595</td>
<td>689.4</td>
</tr>
<tr>
<td>Physical</td>
<td>592</td>
<td>680.6</td>
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<tr>
<td>Language</td>
<td>588</td>
<td>666.1</td>
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<tr>
<td>Cognitive</td>
<td>603</td>
<td>695.8</td>
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<tr>
<td>Literacy</td>
<td>591</td>
<td>648.5</td>
</tr>
<tr>
<td>Mathematics</td>
<td>641</td>
<td>649.4</td>
</tr>
</tbody>
</table>

100% of Teachers have a Bachelors Degree or higher

Most Recent Reviews

Summary of RECAP Aligned Monitoring 2015-2016

Environmental Health and Safety Review –October 2015

✓ Compliant in all measures.

Results from CLASS™ Observations -December 2015

✓ Exceeded minimum thresholds in all domains and fell within the Top 10% of 319 programs reviewed from October 2015-June 2016.

✓ Emotional Support 6.5455
✓ Classroom Organization 6.2576
✓ Instructional Support 4.5152

Comprehensive Services and School Readiness Review—June 2016

✓ Compliant in all measures.
Financial Audit

O’Connor Davies LLP Accountants completed and independent Audit of RECAP, Inc. in accordance with auditing standards generally accepted under the AICPA for the Audit period ending February 29, 2016.

They issued a report of Financial Statements that there were no material weaknesses, significant deficiencies, or noncompliance material to financial statements noted. There were no material findings in financial statements for the year ending February 29, 2016.

In there were no material weaknesses, significant deficiencies, or reportable audit findings among Federal Awards. They reported the finding that RECAP’s uniform Guidance submission to the FAC was not filed within nine months of the end of its fiscal year. The recommendation was that RECAP’s uniform Guidance submission to the FAC be filed within nine months of its year end as required.

There were no noted questioned costs and no prior year audit findings.

Kindergarten Preparation – School Readiness Goals

Curriculum: The Creative Curriculum for Preschool-Bilingual

A research based curriculum that engages children in studies to make sense of the world around them.

Assessment: Teaching Strategies GOLD

Teachers are reliable in assessing children in English and Spanish on 36 objectives for development and learning.

RECAP tracks the progress of children in achieving 18 school readiness goals. The goals pertain to the following areas of School Readiness

- Social Emotional Development
- Cognitive and General Knowledge
- Approaches to Learning
- Language and Literacy
- Physical Development and Health

The goals are aligned with:

- New York State Early Learning Guidelines
- The NYS Pre-K Foundation for the Common Core
- Head Start Early Learning Outcomes Framework
Parent Involvement

Family Workshops and Activities
- Dads take your child to school
- Introduction to Policy Council – Roles and Responsibilities
- Open House
- Preparing for Parent Teacher Conferences
- Fall Festival Preparation
- Fall Festival Activities and Parade
- Parent Volunteer Training
- Winter Wonderland/ Family Fun Night
- Healthy Holidays Workshop
- Financial Literacy Workshop—Presented by Hudson Valley Federal Credit Union
- Parenting 1,2,3,4 Workshop
- Recruitment: Parents as Recruiters
- Family Planning/Health Services Presented by Planned Parenthood
- Dental Awareness by Hampton Family Dental

2015-2016
- What is Child Abuse and Neglect – Workshop
- Street Soccer
- Managing your Child’s Behavior – Workshop by Christine Smallin
- Fathers Day Breakfast / Lunch
- Kindergarten Transition Workshop
- Family Literacy/ Multicultural Night
- Transitioning from preschool Special Education to Kindergarten
- Lead Workshop by Orange County Department of Health
- Celebrating Mother Language
- Mother’s Day Tea
- Fatherhood Initiative Activity – Make and Fly a Kite
- Planning and Preparation for Moving up Day.
- Zumba Night
- Family Movie Night

Medical and Dental Exams

Percentage of enrolled children that received medical and dental exams during 2015-2016

- Children with an up to date well child exam at the end of the program year 97%
- Children completing a dental exam 92%
- Percentage of children with chronic health issues needing treatment 6%
- Percentage of children receiving needed medical treatment 100%
- Percentage of children up to date on immunizations 99%
- Percentage of children with Health insurance at the end of the year 100%

“School Readiness begins with Health!”

https://eclkc.ohs.acf.hhs.gov/hslc/tta-system/health/health-services-management/
health-managersorientation-guide
Parent Involvement

RECAP Head Start regards parents as partners in their child’s education.

It is our philosophy of parent participation and supportive home and community environments that has provided hundreds of our past preschoolers with successful experiences in school and later in life. Parents are respected as the primary educators and nurturers of their children.

RECAP engages families in a variety of ways to benefit their children, themselves, and the program.

- 33% Of families had less than a High School diploma
- 52% Of the households were single parent families
- 66% Of families receive benefits under SNAP and WIC
- 330 Goals were set by families in 2015-2016
- Feedback on Effectiveness
  - Orientation
  - Leadership
  - Activities
  - Policy Council
  - Parent Meetings
  - Surveys
  - Home Visits
  - Volunteering
  - Parent Choices