



**2008 - 2009  
PUBLIC REPORT**

Neighbors In Need Of Services (NINOS), Inc., Head Start / Early Head Start program was established in August 1990 and is a non-profit organization as described in IRS Code Section 501 (c) 3. The program is funded by the US Department of Health & Human Services, local regional office in Dallas and operates four grants: Head Start, Early Head Start, USDA, and TTA. The service area covers Cameron and Willacy Counties with a total of 34 Head Start and 4 Early Head Start centers. The program serves 2506 children in Head Start and 120 in Early Head Start. The mission statement of the agency is "Creating a brighter future for our children and "la familia"

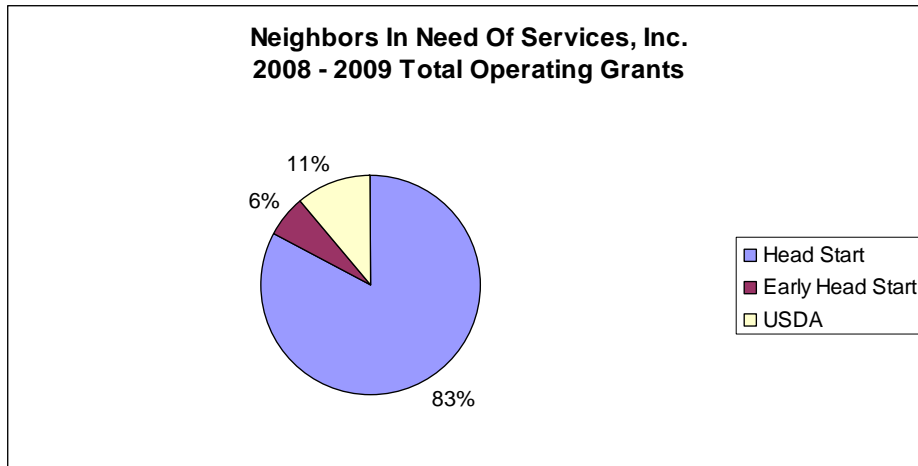
NINOS, Inc. is a comprehensive child development program which serves children and their families from pregnancy through four (4) years of age. Some of the services Head Start children receive include educational, nutritional, dental, health, transition and special services. One of the criteria for receiving Head Start services is that the families meet federal income guidelines. These guidelines are based on poverty data and must be used to determine Head Start eligibility for economically challenged families.

NINOS, Inc. is governed by an 11 member Board of Directors and a 79 member Policy Council. The board of directors includes an attorney, a certified public accountant, retired public school administrators, a fire marshal, and representatives from the community. Roque Rodriguez serves as the chairperson. The policy council is composed of one parent representative and alternate from each center and 5 community representatives from the different service areas. Nora Griego serves as the president. The governing bodies establish policy and approve operating budgets. The Executive / Head Start Director, Manuela Rendon, recommends and implements policy, and manages personnel and programs.

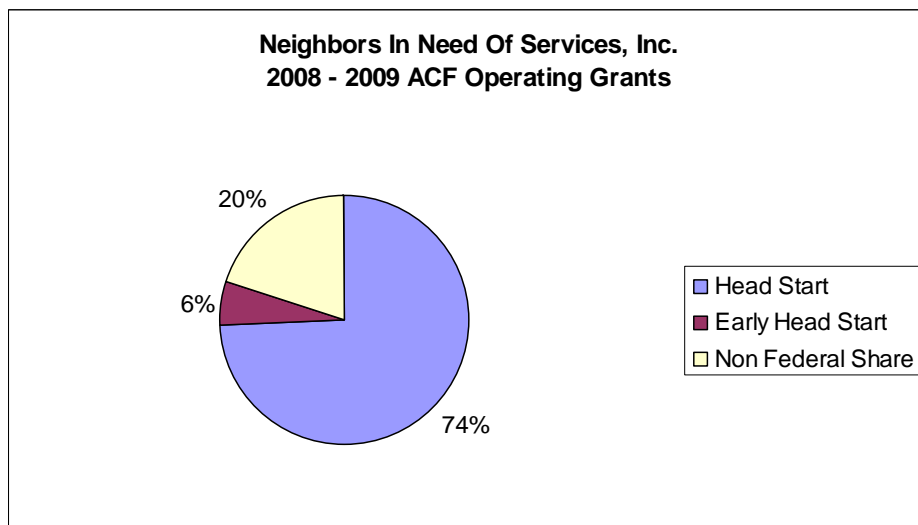
The management staff formulates an annual budget with collaboration of the board of directors and policy council finance committees. The budget is created with historical expenditures to help better estimate next year's budget. The proposed budget is categorized with 5 line items as mandated by The Office of Head Start. The line item categories are: Personnel, Fringe Benefits, Travel, Equipment (optional), Supplies and Other. The refunding application along with the proposed budget is presented to the board of directors and policy council for approval.

- The total amount of public and private funds received and amount from each source for FY 08-09:

Head Start	16,595,346.00
Early Head Start	1,274,240.00
USDA	2,212,142.00
	<u>\$20,081,728.00</u>

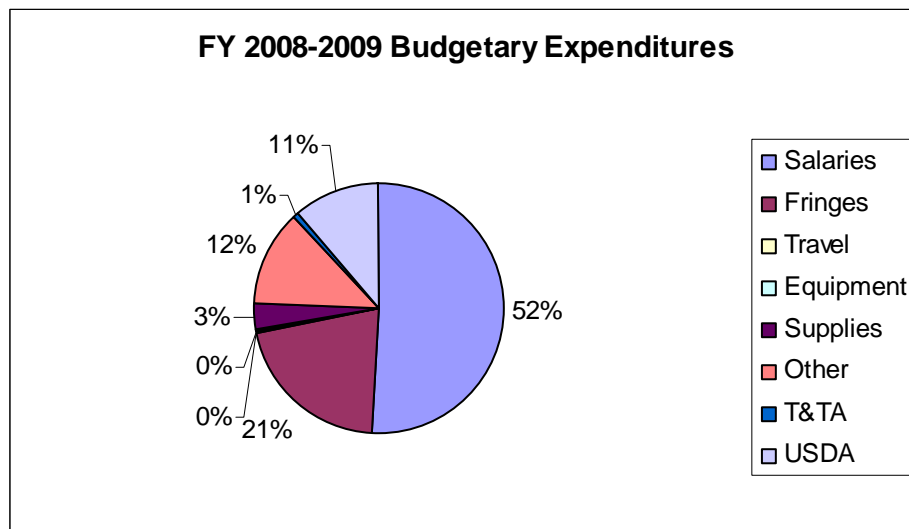


Head Start	16,595,346.00
Early Head Start	1,274,240.00
Non Federal Share	<u>4,467,397.00</u>
	<u>\$22,336,983.00</u>



## Budgetary Expenditures

Salaries	10,182,740.00
Fringes	4,192,249.00
Travel	94,000.00
Equipment	45,000.00
Supplies	659,153.00
Other	2,490,243.00
T&TA	206,201.00
USDA	2,212,142.00
TOTAL	20,081,728.00



- Results of the most recent on-site tri-annual federal review:**  
The program is in compliance and in good standing with the Administration for Children and Families, Head Start Bureau.
- Results of the most recent financial audit**  
The FY 2008-2009 program budget and fiscal operations received a positive and unqualified opinion through the Agency annual independent audit.
- The percentage of enrolled children that received medical and dental exams in program year 2008 – 2009** (*Information reported from the 2008-2009 PIR indicators*)  
107.05% of Head Start Children received medical screenings. Out of those 100.82% received medical treatment.  
102.22% of Early Head Start Children received medical screenings. Out of those 103.09% received medical treatment.  
103.72% of Head Start Children received dental screenings. Out of those 105.09% received dental treatment.

- **Total number of families served**  
Neighbors In Need of Services, Inc. Head Start/Early Head Start Program served 3068 children and pregnant mothers from 2349 families during the 2008-2009 program year.
- **Average monthly enrollment (as % of funded enrollment) and % of eligible children served**

Month	Enrollment	Percentage of Funded Enrollment
August	592	25%
September	2268	86%
October	2534	96%
November	2607	99%
December	2589	99%
January	2618	99%
February	2626	100%
March	2626	100%
April	2626	100%
May	2626	100%
June	2626	100%

NINOS Inc. Head Start/Early Head Start Program was not fully enrolled on the first day of school due to the damages caused by Hurricane Dolly. Enrollment returned to 100% in February.

### **Recruitment**

A target survey is conducted annually that encompasses the entire service area of Cameron and Willacy Counties. Low income sectors are targeted for this survey. NINOS, Inc. personnel conducts this survey using a door to door interview method. Recruitment is on-going to ensure that a waiting list is maintained. Recruitment activities are promoted through announcements posted in community and local service buildings, businesses, churches, and local newspapers. Community and public service announcements (PSA) are arranged with local radio and television stations. All information distributed is made available both in English and Spanish. The recruitment effort includes recruiting children who have severe disabilities. Ten percent of enrollment opportunities are made available to children with disabilities. Applications are made available at all Head Start centers to ensure that interested families have ready access and agencies can readily refer clients to the program.

## Waiting List

In order to meet the needs of the community NINOS Inc Head Start/Early Head Start Program has developed a prioritized waiting list

### Early Head Start Waiting List (0-36 months including pregnant moms)

Brownsville	200
Harlingen	129
San Benito	81

### Head Start Waiting List (3 – 4 year olds)

Brownsville	233
Port Isabel	40
Los Fresnos	38
Harlingen	83
San Benito	68
Willacy Area	32

## Family Services

Parent Involvement is all about empowering the parents. Through various aspects of our program we assist the parents to advocate for themselves and their families. Parents play an integral part of the program as decision-makers, program volunteers, and advocates for their children and families. Opportunities are offered to parents by attending and actively participating in monthly meetings, trainings, and volunteering at the centers.

The policy council consists of parents and community volunteers that assist in setting, reviewing, and revising policies for the NINOS Inc. Head Start/ Early Head Start Program. Each Head Start center is represented at the policy Council by a Representative and an Alternate elected by the parents at their parent committee meetings. The parents are empowered to make major decisions for the agency such as hiring, budgeting, and monitoring program services. Parents have direct involvement in the decision making of the total program planning and operation. Most importantly, by serving on the HS/EHS Policy Council, parents help design a program that meets their families' needs.

All thirty-four (34) Head Start centers and four (4) Early Head Start centers also have an individual active parent committee. All parents are encouraged to participate in the local parent committee meetings, become part of the planning team and learn more about program services, activities for families, and community resources. Their input, views, opinions and actions at the meetings allows for full empowerment in the decision making process. Area Managers meet with the officers to set the agenda and provide support. An average of 65% families attended these meetings and trainings every month throughout the year.

## Parent Trainings

NINOS, Inc. provided parents with an array of on going trainings, which enhances personal growth opportunities. Topics include parent orientation, pedestrian safety, domestic violence, child abuse and prevention, transition, expanded nutrition program, prenatal care, education and early childhood development, safety practices, continuing education, marriage enrichment, health education, oral health, fatherhood, parent enrichment, disability services and transportation laws.

	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May
Overall Parent Training Attendance	2238	2243	2262	2338	2538	2638	2320	2218	2038	2341

*\* Total reflects attendance of parents of thirty – eight (38) Head Start/Early Head Start Centers.*

Some Family Services highlights in Parent Involvement have been the Parent & Youth Mini-Conferences held two (2) times a year, participation in the National Head Start Association Parent Training Conference, Parent Committee & Policy Council Officers Training, Governance Training, and the Annual Volunteer Recognition Banquet. This year 1,108 fathers played an active role in their child's holistic development through Fatherhood Activities such as Father/Child Day at the Zoo and Fatherhood Conferences.

## Scholarships

The policy council has a scholarship program which awarded fourteen (14) scholarships of \$1,200, which were awarded to former Head Start students and former and current parents in support of their higher education. The scholarships that were awarded for the 2008-2009 school year totaled \$ 16,800.00

## Parent and Community Volunteers

A special recognition banquet was held on April 23, 2009 to honor parent and community volunteers. A total of 4,163 volunteers served the children and families of NINOS Inc. throughout the year.

## Transition

Transition is a priority at Head Start. A child can't begin to learn if they are frightened or uncomfortable with their surroundings. The transition services focuses on assisting and preparing parents and staff as a child leaves the comfort of home and to enter the Early Head Start, Head Start, or the Public School. A total of 1,034 children were transitioned in to kindergarten at the end of the 2008-2009 school year.

Head Start has a working relationship with all thirteen (13) school districts, eight (8) public libraries, and one (1) state-chartered school within our service area. We have written local agreements with each entity. Our agreements are updated annually or as specified in the agreements.

To ensure a successful transition and the continuity of positive experiences for children and their families, it is necessary for staff to receive training to assist the families in ending or beginning services with the program. The Head Start program implements the "Building Bridges" Curriculum at each center.

The importance of the parent's role in the transition process is emphasized from the very beginning of the school year. Each Head Start center schedules an open house prior to the child's first day of school. Children and Families are invited to visit the Head Start center to become familiar with their new surroundings. Head Start teachers and teacher aides introduce themselves to the children and families. Parents are also invited to serve as volunteers so they can become familiar with the daily operations of the program.

During the year Head Start carries out two visits to the public school where the children will be attending. Parents are provided information about the school where their child will be attending and are encouraged to attend the PTA meeting early in the year. The campus principals and personnel are invited to attend the parent meeting to talk to the Parents about transition, parent's rights, special programs and parental involvement.

Communication between Head Start and the elementary teaching staff is vital for a smooth transition. At least twice a year the Head Start teachers, who work with four-year-old children, visit and share ideas with the public school pre-k and kindergarten teachers. Representation from the thirteen school districts is sought in order that teachers know the expectations and challenges children are faced with once they enter kindergarten.

Field trips into the community are another integral part of children's transition from the home setting. Two visits to the public library are also conducted during the year and at which time parents are assisted in obtaining their library cards. During the year staff plan other field trips that enhance the children's affective and cognitive development of the world in which they live.

A Parent/Staff Transition Conference is held at the end of the school year. The teaching staff discuss the transition process with the parent during a conference six months prior to exiting the program. At the final home visit, teaching staff discuss the child's transition again and during this visit the parent receives their child's portfolio. The portfolio includes the child's record, information on readiness checklist, children's work samples and strengths/needs. The portfolio is offered so the parent can submit it to the public school where the child will be enrolled. As children are prepared to make the transition from home to school they gain self-confidence and are more likely to succeed.