

ANNUAL REPORT 2019-2020



Moving On Ceremony Event 2019-2020

Puerto Rican Family Institute, Inc. Bronx Head Start

1423 Prospect Avenue

Bronx, New York 10459

Serving the Morrisania communities in zip codes;

10456, 10459 and 10460

Dear Friends:

This year has been marked with reflection and change; we are living through a series of traumatic events that are affecting our emotional, physical, and mental health. This pandemic has taught us how important it is to have constant communication with the persons we love, and also to teach our children the challenges that affect us daily.

We are looking forward to a time when this pandemic is over and return to what we considered normal; visiting our relatives and friends; shaking hands; hugging and kissing our loved ones. In the meantime, Puerto Rican Family Institute, Inc. - Bronx Head Start is thinking of you and want to remind you that we are here to support you and your family during these uncertain times.

The year 2020 hasn't been like we expected but we have found new ways to stay connected with others through innovative technology allowing for new opportunities to strengthen our resilience.

Things will get better because they usually do; enjoy what you love and learn something new.

I wish you the best of health and hope to see you and greet you in person in the near future.

Sincerely,

Luis A. Rodríguez, MD
President & CEO
Puerto Rican Family Institute, Inc.



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PRFI EXECUTIVE TEAM

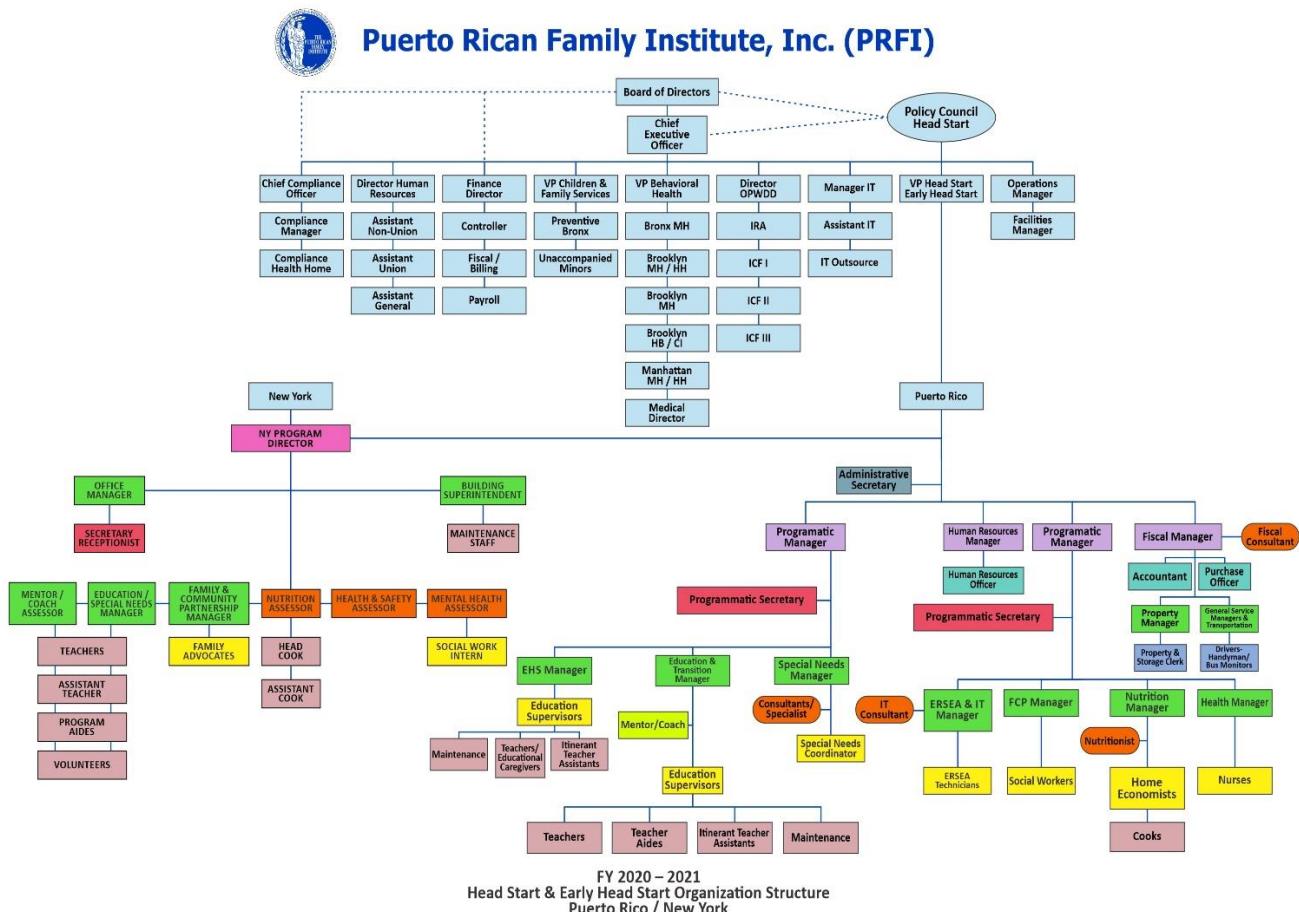


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MISSION STATEMENT



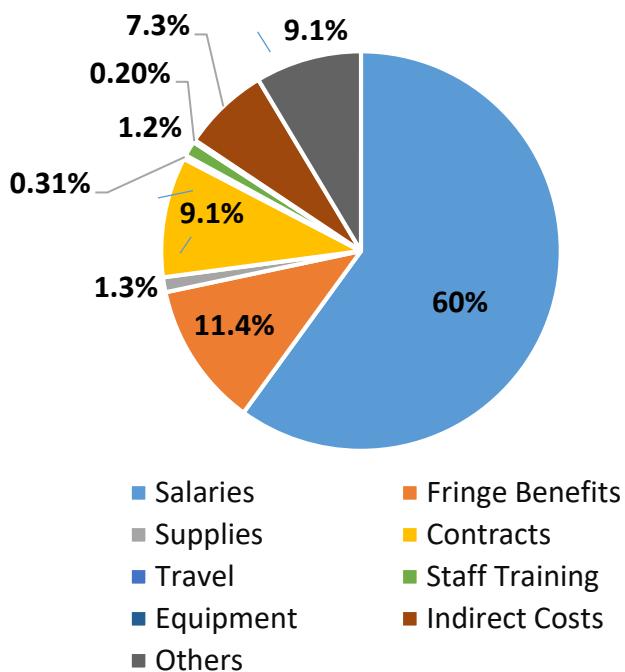
The Puerto Rican Family Institute's Inc. mission is to enhance the functioning and self-sufficiency of diverse marginalized communities and prevent family disintegration. PRFI, Inc. is a non-for profit, multi-program, family oriented, health and human services agency that provides culturally sensitive services to children, youths, adults and families, and respects all individual's clinical, cultural and personal identities.



Program Description

The Bronx Head Start program provides a comprehensive, center-based, full day child and family development program for families of low income with children ages three to five years.

Budget Breakdown



New York Head Start Total Budget: \$2,544,429.00

Salaries: \$1,527,312 – 60.02%

Supplies: \$34,334 - 1.35%

Travel: \$8,000 - 0.31%

Equipment: \$5,000 - .20%

Others: \$230,877 – 9.07%

Fringe Benefits: \$290,225 - 11.41%

Contracts: \$231,925 - 9.12%

Staff Training: \$30,161 - 1.19%

Indirect Costs: \$186,595 - 7.33%

PRFI audit for both New York and Puerto Rico began in November 2020 and is expected to be completed by end of January 2021 or February 2021. With this completion date, PRFI will be in compliance with Title 2 of the Code of Federal Regulations (CFR), Part 200 Subpart F, entitled "Audit Requirements" which requires grantees who expend \$750,000 or greater to submit their Audit Report within nine months after the grantee's fiscal year which would be for PRFI by March 31, 2021.

During the reported year the program was awarded \$226,314.00 from the Cares Act- COVID 19 Funds. These funds were allocated to enhance mental health services, update health and safety protocols and procedures, purchase of electronic equipment, cleaning and sanitation supplies as well as hiring health screening personnel.



The Teaching Strategies GOLD Assessment Tool was used to measure children's progress in child development and readiness for school. Data is collected at three checkpoints in the Fall, Winter and Spring and is discussed with parents during parent teacher conferences at each checkpoint. The data collected is used to guide objectives for development and learning of children.

SCHOOL READINESS

The PRFI Bronx Head Start program's approach to School Readiness is to give all children access to the opportunities that promote school success, recognizing and supporting the children's individual differences, establishing reasonable and appropriate expectations for what children should be able to do when they enter school and support their development as life learners.

School readiness goals are established based on child outcomes data and guide the effort of the program's selection of a curriculum, assessment tools, teacher-child interactions, and professional development which are focused on the child and his/her family.

The following charts show the percentage of preschool children from the beginning of the 2019-2020 program year through the winter checkpoint. It shows the percentage of children who are below, meet, or exceed widely held expectations in each area of development at the time of the checkpoint. According to Teaching Strategies Inc., widely held expectations (WHE) in early childhood have been determined by researchers which allow teachers to see what skills children demonstrate according to their age. The end of the year target is to have 15% or less of our children within the below WHE in each area of development.

Checkpoint Periods: Fall 2019/2020 - Spring 2019/2020

Areas of Development: Checkpoint Period: Preschool 3

Area of Development	Number of Children	Percentage of Children Below Growth Range	Percentage of Children Meeting or Above Growth Range
Social-Emotional	68	18%	82%
Physical	68	15%	85%
Language	68	15%	85%
Cognitive	68	33%	67%
Literacy	68	17%	83%
Mathematics	68	25%	75%

Areas of Development: Checkpoint Period: Pre-K 4

Area of Development	Number of Children	Percentage of Children Below Growth Range	Percentage of Children Meeting or Above Growth Range
Social-Emotional	64	8%	92%
Physical	64	19%	85%
Language	64	32%	68%
Cognitive	64	23%	77%
Literacy	64	37%	63%
Mathematics	64	25%	70%



CHILD OUTCOMES

The Bronx Head Start classrooms were observed during the **Fall 2019** program year using the Classroom Assessment Scoring System Tool.

CLASS is a multifaceted observation instrument that assesses classroom quality and teacher-child interactions. The assessment is divided into three main areas referred to as Domains: **Emotional Support, Classroom Organization and Instructional Support**.

Each domain is made up of different dimensions that capture a distinct aspect of the classroom that has demonstrated associations with children's learning.

Although the scores for the **Fall 2019 period** are not significantly lower than the national average, the program would expect to see improvement in the scores (higher scores) during the next observation period as children and teachers would have established better teacher-child interactions leading to better outcomes in each of the domains.

*The report shows the results of the observations at PRFI Bronx Head Start site for the Fall 2019 period only.

Emotional Support	Nat. Avg. = 6.0 PRFI – 5.8
Positive Climate	6.0
Negative Climate	7.0
Teacher Sensitivity	6.0
Regard for Student Perspective	4.2
Classroom Management	Nat. Avg. = 5.8 PRFI – 6.3
Behavior Management	6.5
Productivity	6.7
Instructional Learning Formats	5.6
Instructional Support	Nat. Avg. = 3.0 PRFI – 2.7
Concept Development	2.5
Quality of Feedback	2.3
Language Modeling	3.4



Due to COVID-19 related early closure of the program, the spring checkpoint data was completed however, obtaining reliable data was somewhat challenging. Considering the amount of growth children showed by the time of the second checkpoint, and the processes in place for identifying additional supports for children, we are confident that the spring data, would have shown even further progress.



As their child's first and most influential teacher, parents have an important role at the Puerto Rican Family, Inc. - Bronx Head Start program.

The Bronx Head Start program provides so much more than just education for young children. We believe the whole family plays a vital role in a child's development and parental involvement can result in a child having more interest in school, increased self-esteem and better attendance.

In conjunction with community partners, the program provides or arranges for parent involvement activities aimed at building healthy families through a strength-based approach.

Family Services may include:

- Mental Health Services/Referrals/Positive Behavior Support
- Policy Council/Parent Committee/Health Advisory Council
- Home Visits, Individual Parent Teacher Conferences and Transition to Kindergarten
- Family Goal Setting Meeting
- Parenting Classes
- Volunteer Opportunities in the Classrooms and Center
- Father Engagement Activities
- Workshops to Enhance Parent Knowledge of Early Childhood, Health, Immigration, Domestic Violence, Resources in the Community

MONTHLY ENROLLMENT INFORMATION 2019 - 2020					
September	115 children	January	131 children	May	134 children
October	125 children	February	131 children	June	132 children
November	128 children	March	134 children	July	131 children
December	128 children	April	134 children		

FAMILY ENGAGEMENT SERVICES

DEMOGRAPHIC INFORMATION	2019-2020
Funded Enrollment	153
# of Families that Received Services	142
Family Composition	
*One Parent Family	84
*Two Parent Family	58
Employment/Job Training/School	
*At least one parent is employed, in job training, in school	104
*Of these families, the number in which one or more parent/guardian is in job training	12
*Of these families, the number in which one or more parent/guardian is in school	3
*Neither/No parent/guardian is employed, I job training or in school	38
Education Level of Parent/Guardian	
*Advanced degree or Baccalaureate degree	11
*Associate degree, vocational school, some college	21
*High School or GED	70
*Less than High School	39
Federal or Other Assistance	
*TANF	24
*SSI	10
*WIC	80
*SNAP	80
Homeless Families	
*# of Homeless Families	4
*Homeless Families that acquired housing	0
Primary Type of Eligibility	
*Income below 100% of Federal Poverty Line	104
*Public Assistance, TANF, SSI	25
*Foster Child - # of children only	3
*Homeless	4
*Over- Income	11



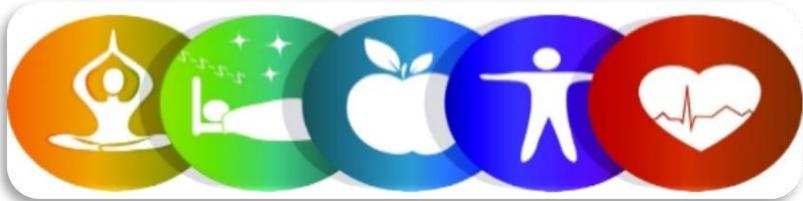
COMMUNITY PARTNERSHIPS

Community partners support the program by responding to families' interests and needs. The program connects families to outside resources that encourage engagement in children's learning and well-being.

All of our partnerships are purposefully designed to increase community involvement and awareness of the Head Start Program.

- Bronx Community College – Career Support Services
- Hispanic Federation – Financial Education and Childhood Literacy for Families
- PRFI/Bronx Mental Health Clinic – Mental Health Services
- Urban Health Plan – Health Education and Advocacy
- The Lead & Prevention Treatment Program @Montefiore Medical Center
- Sanctuary for Families – Legal Advocacy
- Northside Center for Child Development/Bronx Children & Family Services – Early Childhood 0-3 Years
- SBH Health System-Bronx – Community Health Education
- The United Way of NYC-Read NYC – Literacy Education
- New York Psychotherapy and Counseling Center
- NYPL-Morrisania Library – Literacy Education





HEALTH SERVICES

PRFI, Inc. - Bronx Head Start program embraces a comprehensive vision of health. To prepare children for the future, PRFI, Inc. - Bronx Head Start program focuses on children's health and its importance as a key factor in learning. The program supports all aspects of children's development, including their physical, nutritional, oral, and mental health. The program provides and arranges for vision and hearing screenings, growth and nutritional assessments, recommended immunizations, dental screening and provides follow-up referrals for the suspected or identified health conditions.

All children must have updated physicals with all required screenings upon enrollment. Parents are assisted in following up with referrals and services received for suspected or identified health needs the family may have; and are provided with health information and resources. In order to comply and ensure that all children's health needs are met, a nurse health consultant and a Health Advisory Committee form part of the health services team.

<u>Medical Services</u>	# of Children
*# of children who are up to date or are scheduled for age-appropriate preventive and primary healthcare	135
*# of children needing medical treatment	20
*# of children who received medical treatment	20
<u>Dental Services</u>	
*# of children who completed dental examinations	128
*# of children who needed dental treatment	17
*# of children who received dental treatment	5
*Primary reason why children who needed dental treatment did not receive it: Parents did not keep appointment. *Some exams were not completed due to COVID-19.	12
<u>Number of children who received medical treatment for:</u>	
*Anemia	2
*Asthma	16
*Hearing difficulties	0
*Over Weight	7
*Vision Problems	2
*High Lead Levels	0
*Diabetes	0
<u>Immunization Services</u>	
*# of children who are up to date on all immunizations appropriate for their age	135

NUTRITION SERVICES



The Puerto Rican Family Institute, Inc. - Bronx Head Start program continues to participate in the Child Adult Care Food Program (CACFP), a program subsidized with funds from the US Department of Agriculture (USDA). They provide reimbursement for the meals served daily to the children enrolled in the program.

Three nutritionally balanced meals are provided to all children (breakfast, lunch and snack). Menus are designed by the program's Registered Dietician/Nutrition Assessor to meet the nutritional daily requirements expected by the USDA and CACFP, additionally, conform to NYC Food Standards for early childcare.

A variety of food from all food groups are offered in the daily menus including modifications for those children with allergies, for those who are vegetarian and the growing Muslim population in the program.

During mealtimes *family style dining is encouraged and practiced when developmentally appropriate. Children are taught to make healthy choices and learn good eating habits that can influence positive health outcomes.

In addition, with the collaboration of the nutritionist and nurse consultant, staff and parent workshops are provided to educate and support families in selecting healthy food choices, prepare well-balanced meals, better understand the importance of nutrition and physical activity and obtain community assistance.

*Temporarily halted due to COVID



# of children in the following weight categories according to the CDC Body Mass Index for age growth chart	
Underweight	3
Healthy Weight	107
Overweight	36
Anemic	9



Organizations:

Bronx Action Center-CHE
Bronx Bureau of Neighborhood Health
Bronx Lebanon-Health Care Systems
DOMH-Health Homes
Empire Blue Cross
First Med-Healthy Smiles
Montefiore Hospital-Lead Prevention Program
PRFI Bronx Clinic
South Bronx Health-NY
St. Barnabas Health System
Urban Health Plan-Maternal and Child Services
Urban Health Plan -MICHIC
Bronx Action Center

Staff:

Amanda Allen – Mental Health Assessor
Monique Canada – Health Assessor
Sonia Gonzalez-Cruz – Program Director
Ashley Rosario-Mental Health Intern
Wendy Tempro – Nutrition Assessor
Kim Van Atta – Health Consultant

PRFI Parents:

Gloria Rodriguez

HEALTH ADVISORY COMMITTEE

The Health Advisory Committee is a group composed of local health providers who represent a variety of local community based agencies. The Health Advisory Committee helps the program to make decisions, provide health service resources and keep the program abreast of health issues affecting the community and beyond to support children's and family's healthy development.



MENTAL HEALTH SERVICES

The Puerto Rican Family Institute, Inc. - Bronx Head Start program understands the importance and provision of mental health services to children, families and staff of the Puerto Rican family Institute, Inc. - Bronx Head Start program.

The Mental Health Assessor provides a critical role and a range of services and supports to the families and staff by:

- Identifying strategies that promote young children's social-emotional development and preventing the escalation of problem behaviors-social emotional distress,
- Identifying resources that can support a continuum of mental health services for the children, families and staff of the program,
- Strengthening the mental health consultation by establishing relationships and partnering with staff and families.
- Providing additional intern staff to support staff and families in the program.



# Of children for whom the MH professional consulted with program staff about child's behavior/mental health	28
# Of these the MH professional provided three or more consultations with program staff	4
# Of children for whom the MH professional consulted with the parent about their child's behavior	35
# Of these the MH professional provided three or more consultations with the parent	7
# Of children for whom the MH professional provided an individual mental health assessment	24
# Of children for whom the MH professional facilitated a referral for mental health services	5
# Of children for who were referred by the program for mental health services outside of Head Start	5
# Of these the number who received mental health services	3



GOALS AND OBJECTIVES 2020 – 2021

Family Services Department:

- ⊕ Implement innovative recruitment strategies to meet enrollment challenges

Health Services Department:

- ⊕ Improve frequency of monitoring children's health records
- ⊕ Develop more community partnerships to support children's health and wellbeing

Education:

- ⊕ Recruit an Education Coach to support quality classroom instruction

Mental Health:

- ⊕ Identify and provide resources that can support a continuum of mental health services for the children, families and staff of the program

Nutrition Services:

- ⊕ Continue to provide parent workshops to educate and support families in selecting healthy food choices, prepare well-balanced meals, better understand the importance of nutrition and physical activity and obtain community resources

Program Design and Management:

- ⊕ Update facility blueprints
- ⊕ Facility major repairs
- ⊕ Develop alternate plan for remote services
- ⊕ Developed program health and safety COVID protocols

ACCOMPLISHMENTS 2019 - 2020

All staff vacancies in the program were filled.

Facility health and safety upgrades and improvements conducted.

Home to School Connection activities improved through weekly collection.

Indoor playground equipment and flooring replaced.

All incoming families offered tour of facility.

Parent orientations offered in English and Spanish to familiarize parents with staff, management, program policies and procedures.

Second year families were provided with referral assistance and advocacy for Kindergarten process.

Parent workshops were provided for mental health, education, health and nutrition information.

Parent Committee Meeting & Breakfast with the Director and Management continued to provide program updates, share information with families and receive parent feedback about the program.

Partnered with the Department for the Aging Volunteer Program - Foster Grandparent Program, Cool Culture Program and United Way READ NYC Literacy Program.



SUMMARY PAGE IMPACT OF COVID – 19

Due to the COVID-19 pandemic, the Puerto Rican Family Institute, Inc. - Bronx Head Start program interrupted center-based services during the week of March 16, 2020 and offered remote/virtual services to children and families until the end of the school year in July 10, 2020. Upon receiving updates from the office of Head Start, NYC Department of Health, NY State and the Center for Disease Control (CDC) a decision was made to end center-based services and provide remote learning and services to children and families for the remainder of the school year. Modified remote services began the week of March 23rd and concluded at the end of the program year on July 10th. Salaries and benefits continued to be provided to staff during the interim remote program.

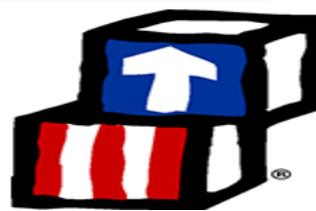
The Education Services department was able to provide parents with weekly educational take home packets, set up virtual meetings several times a week for instructional support. Set up meetings with the children in the classroom so that they could have stimulating virtual social interactions.

The Family Services department developed a work from home plan that allowed for a continuum of support services for our Head Start families. Family Advocates reached out to families on a weekly basis, providing support, encouragement and referrals during this time of crisis. Family Advocates were each provided with work cell phones to ensure that families can reach their advocates when needed. Families also received resources such as: food pantry information, rent assistance, COVID-19 resources, grief support, Kindergarten registration assistance, amongst others. Families who expressed the need to speak with a mental health professional were connected to the MH Consultant. Most importantly staff maintained consistent contact with families in their caseloads to ensure the family's wellbeing.

The Bronx Head Start Program worked throughout the spring and summer months in 2020 preparing policies, procedures, and classrooms to make sure our children and families had the safest and best learning environment possible. The program anticipated re-opening center-based operations in the Fall of 2020 with enhanced and new health and safety protocols in place.

The end of the school year for children was celebrated with a moving on ceremony to acknowledge children's accomplishments; this year due to the COVID pandemic, the HS program held the ceremony on two separate dates, July 9th and 10th to maintain social distancing. Children received backpacks with school supplies, a CD with pre-recorded graduation activities from teaching staff, a certificate of completion and refreshments. Parents who participated and completed the Parenting Journey series were also acknowledged and received certificates of completion and a gift card.

The start of the new school year 2020-2021 originally scheduled for September 8th, was postponed to continue preparations for a safe reopening which included: staff orientations for the new safety protocols, classroom sanitizing, and reorganization of schedules for children. The first week of services was conducted remotely from 9/14 - 9/18 to allow for virtual interactions between teachers, children and families. Full day center-based services began on September 28 with a staggered schedule and reduced number of children in each classroom. This in part helped minimize the uncertainty our staff and families were going through.



Bronx Head Start Program