



Schenectady Community
Action Program

Creating Opportunity in Partnership

Early Learning Programs

2017 Annual Report





SCAP's Early Learning Programs invest in our community's youngest residents enrolling more than 490 children from birth to kindergarten each year. Our programs provide family focused child development and school readiness services including education, health, nutrition and mental health. We support the developmental needs of children while also supporting parents and assisting them to achieve family goals and lasting positive change. This two-generation approach increases a family's chance for progress.

Overview of Services

During the 2016-2017 school year, SCAP served 335 children ages three to five years old (379 cumulative). Our Head Start funded enrollment for three to five-year-olds was 317 children: 287 center-based slots and 30 home-based slots. Of the 317 children, 129 four-year olds benefited from our Universal Prekindergarten (UPK) collaboration with the Schenectady City School District. Home-based services included weekly teacher visits with children and their families in their home for individualized instruction along with bi-weekly socialization sessions allowing for families to interact with other home-based families. SCAP also served an additional 18 four-year-olds with funding received as part of our Priority Prekindergarten (PPK) collaboration with the Schenectady City School District.

Through our Early Head Start Child Care Partnership (EHS-CCP) program we served an additional 115 children (cumulative) from birth to age three. We partner with four child-care providers to provide regional EHS-CCP services, with a focus on serving children and families in distressed areas of the cities of Schenectady and Albany.

EHS-CCP partners include: Our Precious Sprouts Day Care; Andrea Adrian's Child Care; YWCA of NENY; and Albany Community Action Partnership (ACAP).



School Readiness

Program staff and parents work together to ensure each child receives individualized, educational instruction according to their strengths and needs. Educational services are designed to ensure all children grow physically, socially, intellectually, and emotionally.

Creative Curriculum by Teaching Strategies, an award-winning curriculum for infant/toddler and preschool success, is used in all of



our Pre-K and EHS-CCP classrooms. Creative Curriculum is based on 38 objectives for development and learning, which are fully aligned with the Head Start Early Learning Outcomes Framework as well as New York State's early learning standards.

“My child went from only being able to say a few words to forming sentences and paragraphs. He expresses his feelings very well.” PreK Parent

SCAP and our EHS-CCP partners also use Teaching Strategies GOLD, an observation-based assessment tool that encompasses all areas of child development and learning with intentional, focused, and performance-assessment tasks for selected predictors of school success. GOLD assists the program to measure the impact of its efforts to prepare children for success at school. Our outcomes report can be viewed on SCAP's website at: <https://scapny.org/wp-content/uploads/2016/06/SCAP-ELP-Outcomes-2016-2017.pdf>



Parent, Family & Community Engagement

Recognizing that parent engagement is an ongoing process that varies from parent to parent, a variety of opportunities are provided to ensure parent participation.



Parent Groups meet regularly and are open to all parents for sharing, socializing, learning, and providing SCAP with important feedback on the program. Workshops are held monthly during the school year focusing on topics such as: stress management, literacy, nutrition and health, understanding children's behavior, home safety, and summer activities for kids. The Parent Groups also elect parent representatives for SCAP's Policy Council. The Policy Council provides an opportunity for parents to join in the governance of our Early Learning Programs by contributing to policy development and participating in budgetary and staffing decisions.

Our partnerships continue to build a strong birth to five early learning community. We have successfully aligned curriculum and assessment tools for around 1,000 children in Schenectady. The Capital District Child Care Council conducted ten Parent Café Series attracting 143 children and 98 parents and guardians



from SCAP, Parsons Child and Family center, Schenectady City School District, YWCA, Our Precious Sprouts and Andrea's Daycare.

"I like how I am allowed to stay in the classroom and see what my child is learning." PreK Parent

Parent volunteers are welcome at each of our Early Learning and EHS-CCP centers. Parents and family members assist by reading stories to the students, helping to facilitate an art activity or lending a hand in a variety of other ways. On any given day, we have between five to ten parents who volunteer their time.

In 2017, our programs welcomed 693 individual volunteers providing over \$31,000 in volunteer in-kind services. We are also fortunate to have many community partners who help to enhance our programs and provide in-kind services. We regret that we are not able to highlight each in this report.



Special Services & Mental Health

During the 2016-2017 school year, 88 children ages three to five had an Individualized Education Plan (IEP); and were served in the area(s) of speech/ language therapy, physical therapy (PT), occupational therapy (OT), or received Special Education Itinerant Teacher (SEIT) services. Early Intervention services were outlined in 10 Individual Family Service Plans (IFSP) for children ages 0-3 and their families. Mental health services were available to 100% of children ages zero to five and their families, and 27 children were observed and/or consulted by a Mental Health Consultant.

"The program has helped me to reach some goals with my girls like early intervention." EHS-CCP Parent



"The program helped me raise "B" when I didn't have a clue showing, teaching, hands on care. I felt they were there for "B" and myself at all times." EHS-CCP Parent



Health & Nutrition

SCAP's Early Learning Programs emphasizes the importance of health care and the early identification of health problems. The program ensures every child receives comprehensive health assessments, including medical, dental, and mental health as needed.



In the 2016-2017 program year, 93% of all children ages zero to five were up-to-date on a schedule of preventative and primary health care, and 97% of children had an ongoing source of continuous accessible health care.

Nutritious food is the foundation for growth and development. Last year, SCAP prepared and served 117,827 nutritious meals: 39,397 breakfasts, 39,422 lunches and 39,008 afternoon snacks in our Pre-K program. Operating six classrooms during the summer months, we also provided an additional 1,597 healthy lunches and 1,539 healthy snacks. Our EHS-CCP partners provide daily meals and that meet the meal pattern requirements of the USDA's Child and Adult Food Care Program (CACFP). Children enrolled in EHS-CCP also received free formula and diapers at no cost while at the program.

Monitoring & Audit Results

SCAP is designated as agency in good standing with no outstanding issues of compliance with the Federal Head Start Program Performance Standards.

Ongoing monitoring and our annual self-assessment identifies strengths and induces an action plan with action steps for ongoing program improvement.

In addition to regular ongoing monitoring and self-assessment, an independent audit firm reviews our compliance with federal requirements and regulations. The most recent external audit, conducted by Grace Golden, CPA of Doyle & Golden, indicated that there were no findings.



"I have made positive changes in my and my kid's life as a result of the program." PreK Parent



Schenectady Community Action Program, Inc.
2017 Early Learning Program Financials
January 1, 2017 - December 31, 2017

	Early Learning Programs						
	TOTAL 2017		Head Start	CACFP	Regular UPK	Priority Pre-K	Early Head Start
	Actual	Budget	Budget	Budget	Budget	Budget	Budget
Revenue:							
Grants	\$ 4,408,721	\$ 4,424,731	\$ 3,150,979	\$ -	\$ -	\$ -	\$ 1,273,752
Program Service Fees	\$ 424,059	\$ 428,683	\$ -	\$ -	\$ 258,000	\$ 170,683	\$ -
CACFP (USDA) Vouchers	\$ 227,837	\$ 258,229	\$ -	\$ 258,229	\$ -	\$ -	\$ -
Rental Fees	\$ 12,000	\$ -	\$ 12,000	\$ -	\$ -	\$ -	\$ -
Miscellaneous Income	\$ 2,588	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenue	\$ 5,075,204	\$ 5,111,643	\$ 3,162,979	\$ 258,229	\$ 258,000	\$ 170,683	\$ 1,273,752
Expenditures:							
Personnel:							
Wages	\$ 2,089,202	\$ 2,315,579	\$ 1,738,836	\$ 42,153	\$ 179,670	\$ 109,903	\$ 245,017
Fringe	\$ 504,968	\$ 690,565	\$ 510,654	\$ 3,225	\$ 62,522	\$ 38,246	\$ 75,919
Total Wages & Fringe	\$ 2,594,170	\$ 3,006,144	\$ 2,249,490	\$ 45,377	\$ 242,192	\$ 148,149	\$ 320,936
Travel	\$ 13,209	\$ 16,045	\$ 11,806	\$ -	\$ -	\$ 1,614	\$ 2,625
Office Supplies	\$ 27,497	\$ 30,966	\$ 22,009	\$ -	\$ -	\$ 1,026	\$ 7,931
Child & Family Supplies	\$ 33,555	\$ 44,874	\$ 23,772	\$ -	\$ 3,776	\$ 12,656	\$ 4,670
Health/Nutritional Supplies	\$ 1,547	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Family Service Supplies	\$ 1,431	\$ 7,264	\$ 7,264	\$ -	\$ -	\$ -	\$ -
Equip/Lease Maint	\$ 43,062	\$ 29,890	\$ 26,800	\$ 2,123	\$ -	\$ -	\$ 967
Postage	\$ 1,023	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Occupancy	\$ 356,368	\$ 339,605	\$ 322,481	\$ -	\$ -	\$ -	\$ 17,124
Liability Insurance	\$ 22,190	\$ 23,213	\$ 15,624	\$ -	\$ 4,032	\$ 1,488	\$ 2,069
Bldg Maint/Repair	\$ 122,449	\$ 84,552	\$ 84,552	\$ -	\$ -	\$ -	\$ -
Food	\$ 203,593	\$ 202,117	\$ 11,264	\$ 190,853	\$ -	\$ -	\$ -
Contractual Services	\$ 952,875	\$ 822,608	\$ 45,327	\$ -	\$ 8,000	\$ 5,750	\$ 763,531
Parent Comm/Policy Council	\$ 1,068	\$ 417	\$ -	\$ -	\$ -	\$ -	\$ 417
Training & Technical Asst.	\$ 48,476	\$ 63,626	\$ 31,177	\$ -	\$ -	\$ -	\$ 32,449
Unallowable Depreciation	\$ 18,658	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Uncollectible Grants	\$ (18,600)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total OTPS	\$ 1,828,400	\$ 1,665,175	\$ 602,076	\$ 192,975	\$ 15,808	\$ 22,534	\$ 831,782
Indirect Cost	\$ 412,909	\$ 440,325	\$ 299,413	\$ 19,876	\$ -	\$ -	\$ 121,035
Total Expenses	\$ 4,835,479	\$ 5,111,644	\$ 3,150,979	\$ 258,229	\$ 258,000	\$ 170,683	\$ 1,273,753
Inkind	\$ 748,018	\$ 748,018	\$ 539,332	\$ -	\$ -	\$ -	\$ 208,686
Total Expenses & In Kind	\$ 5,583,496	\$ 5,859,661	\$ 3,690,311	\$ 258,229	\$ 258,000	\$ 170,683	\$ 1,482,438

For Informational Purposes Only - Unaudited Financials