



PMS

PRESBYTERIAN MEDICAL SERVICES

Our purpose is you.

Presbyterian Medical Services

HEAD START & EARLY HEAD START

Annual Report 2023-2024

www.pmsnm.org

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MISSION

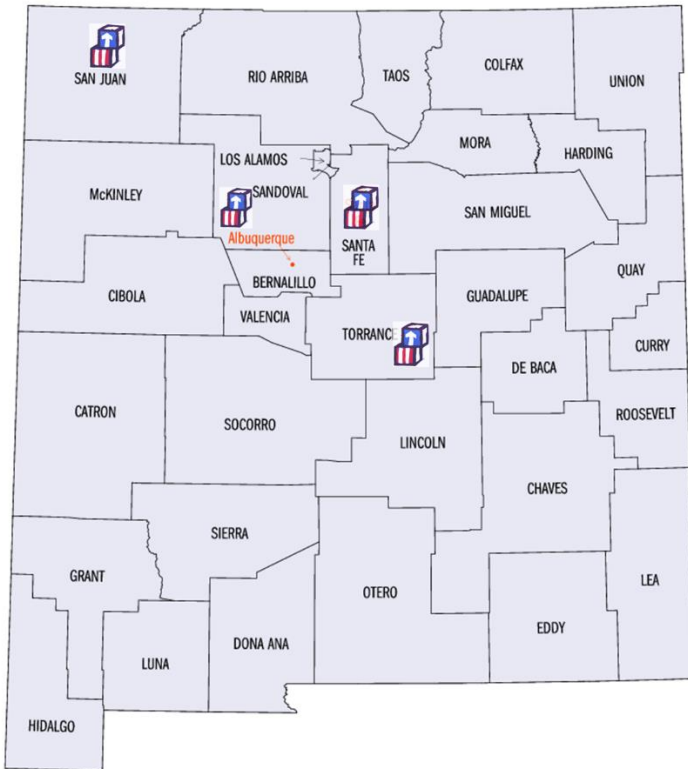
The PMS mission is to design and deliver quality, accessible, integrated health, education, and human services in response to identified community needs of the multi-cultural people of the Southwest.



PROGRAM DESCRIPTION

Service Area

Presbyterian Medical Services received federal funds to provide Head Start and Early Head Start services in four counties in New Mexico: Sandoval, San Juan, Santa Fe, and Torrance. The program is funded to serve 929 children and families through center-based and home-based options.



Sandoval County:
3 centers – 130 slots
2 caseloads – 22 slots

San Juan County:
5 centers – 270 slots

Santa Fe County
9 centers – 360 slots
2 caseloads – 22 slots

Torrance County
4 centers – 103 slots
2 caseloads – 22 slots

In October 2023, PMS was approved for a change in scope through the Office of Head Start. The scope change reduced the number of funded slots by 21%. The scope change was requested in response to changing community needs and employment factors in our service areas.

Head Start

The Head Start program operates 29 full-day classrooms. Classrooms provide a minimum of 6.5 hours of early childhood educational services per day. Nineteen classrooms provide 1,380 hours per year with most open year-round. Ten rooms offer a minimum of 1,020 hours.

Early Head Start

The Early Head Start program operates 46 classrooms in a full day, full year model. All classrooms provide a minimum of 6.5 hours of service per day for at least 1,380 hours per year. The program operates six Home Visiting caseloads to serve 66 families. Each family receives a minimum of 46 visits and may participate in 22 group socialization activities per year.



QUALITY IMPROVEMENT

Presbyterian Medical Services implemented several initiatives to assess and improve the quality of services delivered through its Head Start and Early Head Start program. Activities and outcomes for 2023-2024 include:

- **Pay Increases:** to improve retention and recruitment of qualified staff, PMS implemented a significant increase in pay during program year 2023-2024. Additionally, the salary matrix was revised to account for tenure with PMS.
- **New Paid Leave:** in support of employee mental health and well-being, the program instituted paid leave during Winter and Spring breaks for all Head Start and Early Head Start staff.
- **Conscious Discipline:** the program has started the journey of learning and implementing a new trauma-informed social and emotional learning model, *Conscious Discipline*. Cohort 1, approximately half of program staff, have begun the facilitated training process.
- **Baby Boot-Camp Training:** all Early Head Start educators participated in this in-depth refresher training in working with infants and young toddlers. This back-to-basics training was designed to strengthen practices and ensure consistency across all centers.
- **New Mexico PreK:** PMS was awarded funding through the New Mexico PreK program. This funding supplements Head Start funding in sixteen classrooms. These Head Start classrooms receive consultation and technical assistance from the NM PreK program to improve quality of education.
- **Program-Wide Family Services Training:** the program convened all Family Services Assistants, along with Coordinators, Administrators, and Managers, for a two-day refresher training on ERSEA and Family Partnerships. Attendees also received training on Motivational Interviewing to support them in their work with families.
- **Safety Program:** the program implemented and evaluated its revised safety program. Upon results of the evaluation, additional improvements will be made to streamline and enhance safety practices. One element of this program was the addition of security door hardware to better control access to facilities.
- **Parent and Family Engagement Conference:** staff and Policy Council members attended this educational and networking opportunity sponsored by the National Head Start Association.
- **Accreditation:** the program works to ensure all facilities adhere to best practices and quality standards. Nineteen of 21 sites are accredited through the National Association for the Education of Young Children (NAEYC).



PROGRAM GOVERNANCE

PMS employs a formal structure for program governance which includes a Board of Directors, a Policy Council, and Parent Committees. Steven C. Hansen, PMS’s CEO/President, leads the organization and reports to the Board of Directors. One Board member also serves on the Policy Council to facilitate communication between the two bodies*.

We extend our gratitude to the members of these groups for their time and on-going support of the Head Start and Early Head Start programs.

2023-2024 Board of Directors

Franklin McCasland, Chairperson
Melissa Sharpe, Vice-Chairperson
Roberta Lee
Anna Krutsky
Julie Casaus
Lillie Lewis
Laura Jaramillo*
Hilda Keller
Scott Michlin
Mike Antiporda
Cynthia Rael Vigil
Bryan Romkey
Susan Smith
Marlene Waukazoo

2023-2024 Policy Council

Walker Monaghan, Policy Council Chair
Angela Ferguson, Vice Chair
Kimberly Obiedo, Secretary
Jorge Alejandro
Shara Dawes
Ashlynn Atcitty
Megan Frost
Rebecca Salazar
Jennifer Manzanares
Guadalupe Gomez
Laura Jaramillo*





FINANCIAL STEWARDSHIP

Presbyterian Medical Services receives federal funds to operate the Head Start and Early Head Start programs. Controls and monitoring systems are in place to ensure responsible use of these funds.

ANNUAL AUDIT RESULTS

REDW, LLC, conducted an independent audit of fiscal year 2023. The report provides the auditor’s opinion that PMS complied, in all material respects, with the compliance requirements that could have a direct and material effect on each of its major federal programs for the year ended 12/31/23.

REVIEW BY THE SECRETARY (ACF/OFFICE OF HEAD START)

The most recent review by the Office of Head Start was a Focus Area One monitoring review in January 2020. The review found no deficiencies, areas of non-compliance, or areas of concern.

IN-KIND / NON-FEDERAL SHARE

The Office of Head Start is committed to covering 80% of the actual costs in operating the program. Donations of materials, cash, volunteer time, and space make up the remaining 20% of the program budget through the required non-federal match. This match reflects the partnership and commitment between the federal government and the local community to support our children and families.

In FY2023, the program generated a total of \$5,785,988 in cash or in-kind donations, exceeding the required \$4,444,754. We are thankful for the continued support of our program.

CACFP

PMS participates in the Child Adult Care Food Program, a federal program which provides reimbursements for nutritious meals and snacks to eligible children enrolled in participating centers. During the 2022-2023 Head Start year, the program received \$716,500 in reimbursements for dietary services.

FISCAL YEAR 2023

	Budget 2022-2023	Actual Expenditures 2022-2023	Percent of Total	Proposed Budget FY2023-2024
Category	BASE+T/TA	EXPENDITURES	%	BASE+T/TA
Personnel	\$ 10,068,660.00	\$ 10,012,297.00	57%	\$ 10,896,796.00
Fringe Benefits	\$ 2,318,184.00	\$ 2,202,039.00	13%	\$ 2,507,260.00
Travel (out of town)	\$ 79,500.00	\$ 105,388.00	1%	\$ 98,500.00
Equipment	\$ 38,000.00	\$ 36,825.00	0%	\$ -
Supplies	\$ 954,353.00	\$ 1,057,298.00	6%	\$ 651,117.00
Contractual	\$ 240,276.00	\$ 230,137.00	1%	\$ 233,276.00
Facilities Construction	\$ -	\$ -	0%	\$ -
Other	\$ 2,143,425.00	\$ 2,292,717.00	13%	\$ 1,436,390.00
Indirect Costs	\$ 1,651,141.00	\$ 1,556,838.00	9%	\$ 1,670,200.00
Total Amount	\$ 17,493,539.00	\$ 17,493,539.00	100%	\$ 17,493,539.00



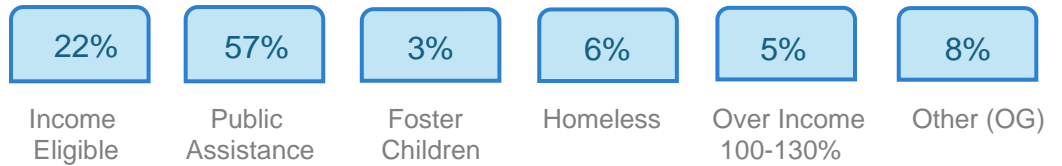
RESULTS (PY2023-2024)

Demographics & Enrollment

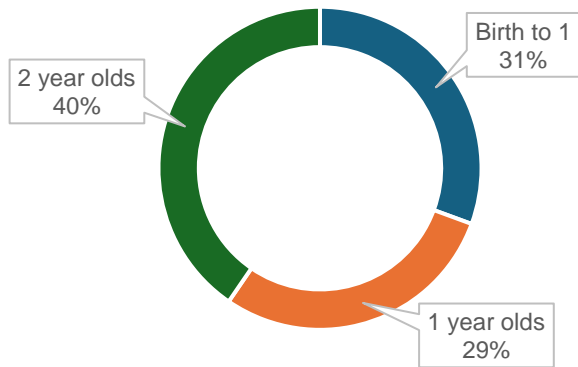
	Head Start	Early Head Start
Cumulative Enrollment:	530	502
Average Monthly Enrollment:	385	338

Percent of eligible children served: 21%

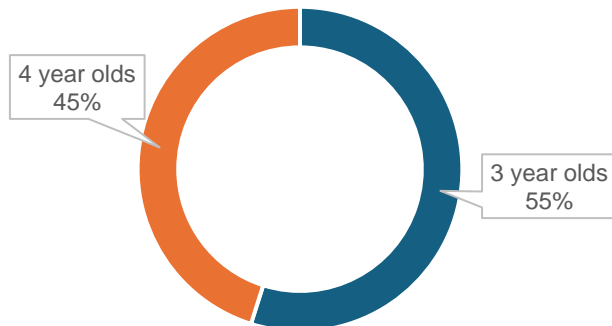
Eligibility Categories (all):



AGE AT ENROLLMENT - EARLY HEAD START

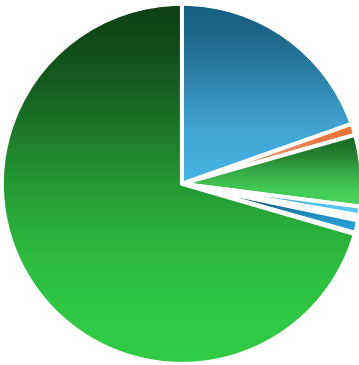


AGE AT ENROLLMENT - HEAD START



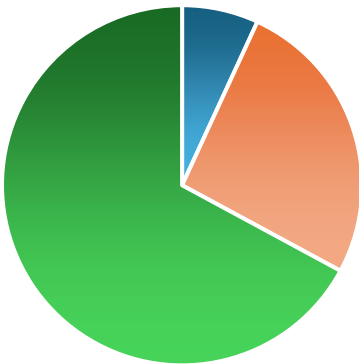


Race - Head Start & Early Head Start



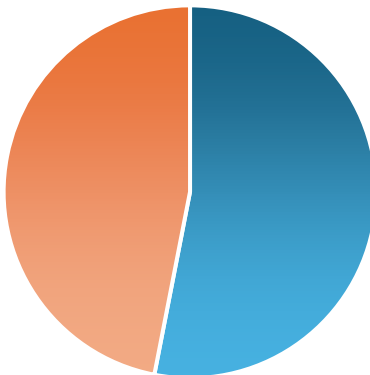
- Amer. Indian / AN (20%)
- Asian (1%)
- Bi- or Multi-racial (6%)
- Black (1%)
- Native Hawaiian /PI
- Other
- Race not specified (1%)
- Unknown
- White (70%)

Ethnicity - Head Start & Early Head Start



- N/A
- Non-Hispanic (26%)
- Hispanic (67%)

Gender - Head Start & Early Head Start



- Female (53%)
- Male (47%)

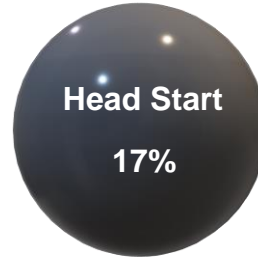




Disabilities

The Head Start and Early Head Start Programs serve an important role in identifying children with unique needs, ensuring children receive appropriate and timely services, and helping families navigate complicated services delivery systems.

Programs must ensure at least 10% of its total funded enrollment is filled with children eligible for services under Individuals with Disabilities Education Act (IDEA).



% of Funded Enrollment Eligible for Services under IDEA



Medical and Dental Exams

Percentage of children completing a medical and dental exam:

Medical
73%

Dental
60%

Nutrition

+264,000

Breakfasts, lunches, and snacks served in 2023-2024



The Head Start and Early Head Start Programs participate in the Child & Adult Care Food Program to provide nutritious and culturally appropriate meals to children. The program is responsible for providing 2/3 of a child's recommended daily nutrition.

The program conducts nutrition assessments on all children and supports families in accessing services and resources when a need is identified.

Educators facilitate learning through fun nutrition activities in the classroom. Supporting healthy eating and an interest in different cultures are just a few outcomes we see.



CLASS

CLASS®, *The Classroom Assessment Scoring System*, assesses interactions between children and teachers in three broad domains of classroom quality: Emotional Support, Classroom Organization, and Instructional Support. Each domain consists of multiple dimensions and are scored on a seven-point scale. PMS Children’s Services conducts two CLASS assessments of each Head Start classroom per year. Internal assessors are trained in the system and certified in the system. Head Start sets quality threshold targets at 6.00, 6.00, and 3.00 for the respective domains.

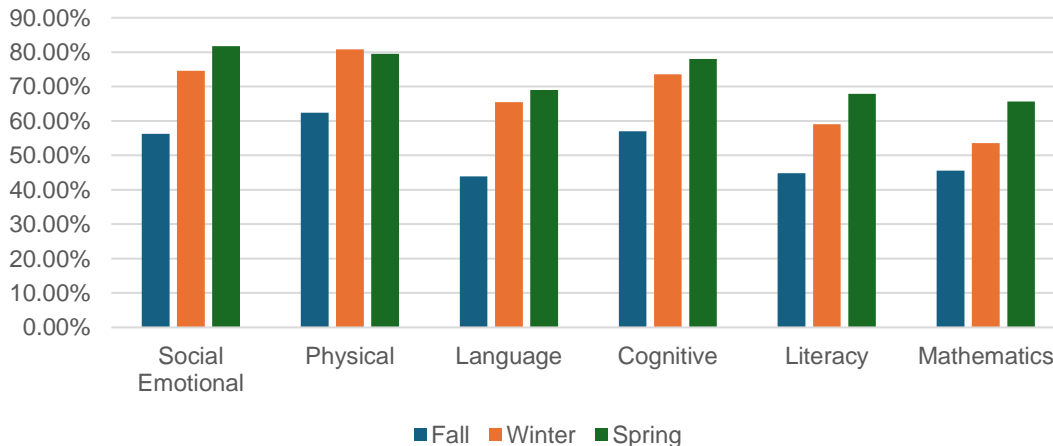
2023-2024 CLASS Results					
Domain	Domain Score Fall	Domain Score Spring	Dimension	Dimension Score Fall	Dimension Score Spring
Emotional Support	6.39	6.33	Positive Climate	6.72	6.74
			Negative Climate*	6.91	6.97
			Teacher Sensitivity	6.19	5.77
			Regard for Student Perspective	5.82	5.88
Classroom Organization	5.94	5.77	Behavior Management	6.20	6.05
			Productivity	6.09	5.86
			Instructional Learning Formats	5.57	5.46
Instructional Support	3.46	3.45	Concept Development	3.35	3.15
			Quality of Feedback	3.59	3.58
			Language Modeling	3.48	3.65

*Inverse measure

School Readiness & Learning Outcomes

Presbyterian Medical Services supports the growth and development of all children participating in the program through implementation of a comprehensive, research-based curriculum. Teachers observe children throughout the program year and assess progress towards developmentally appropriate learning objectives at three checkpoint periods. Results from these assessments are shared with families and aggregated to inform program decision making.

All Children (%) Meeting/Exceeding Widely Held Expectations PY 2023-2024





Family Engagement

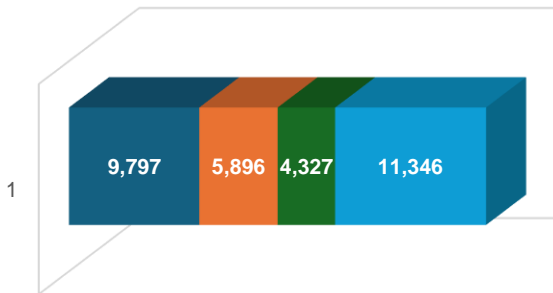
Ready Rosie

PMS utilizes a research-based family engagement and early learning application called *Ready Rosie* to partner with families and improve outcomes. Parents and guardians are provided access to digital parenting, educational, and family development resources.

Number of Skill-Building Activities Accessed by Enrolled Families in *Ready Rosie*:

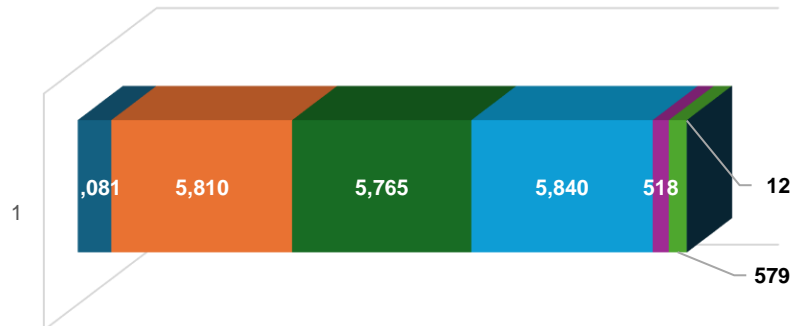
LEARNING OUTCOMES

- Language and Literacy
- Math
- Social Emotional
- Health & Well-Being



FAMILY OUTCOMES

- Family Well-Being
- Positive Parent-Child Relationships
- Families as Lifelong Educators
- Families as Learners
- Family Engagement in Transition
- Family Connections to Peers & Community
- Families as Advocates and Leaders





Family Experience

The program conducted a Parent/Caregiver Experience Survey in 2023-2024. Results were overall very positive. A total of 614 surveys were returned for center-based services for a response rate of approximately 78%.

SURVEY ITEM	WEIGHTED AVERAGE SCORE ON A FIVE POINT SCALE (1= LEAST POSITIVE ; 5 = MOST POSITIVE)
I feel like an active member of my child’s education team.	4.50
The program’s hours of operation meet the needs of my family.	4.32
The Program is making progress towards individual goals for my child.	4.58
The Program meets my child's individual education needs.	4.62
I am provided with opportunities to participate in my child's education (volunteering, classroom participation, family team meetings, PC, etc.)	4.61
How likely are you to recommend the Head Start/Early Head Start/PreK program to family and/or friends?	4.75
	% RESPONDING “YES”
The Program is welcoming, respectful, and accepting.	99%
The Program communicates regularly.	98%
The Program is respectful of my time.	99%

Comments from survey:

“I feel confident my child is in caring hands!”

“Everyone was amazing with my child.”

“My child learned a lot and is happy.”

“Wonderful job with my specials needs granddaughter.”