

BURLINGTON
COUNTY
COMMUNITY
ACTION
PROGRAM
52ND ANNUAL
REPORT
2017



ROOTED IN OUR COMMUNITY
FOR OVER 50 YEARS

Message from the President



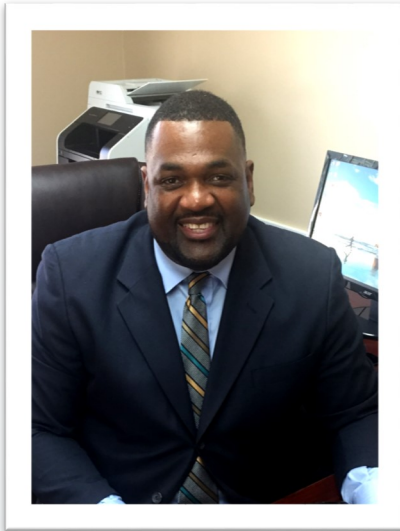
On behalf of the Burlington County Community Action Program (BCCAP) Board of Trustees, I would like to take this opportunity to thank each of you for partnering with BCCAP this year and ensuring the Agency's success in meeting the needs of some of Burlington County's most vulnerable citizens in the past 52 years.

BCCAP continues to uphold the values of Community Action by working with individuals and families to combat the causes and reduce the effects of poverty in Burlington County. Please join me in thanking our new Executive Director, Dr. Johnson, and his staff for administering the many programs and services that BCCAP offers to low-income individuals and families on a daily basis. This Annual Report highlights BCCAP's accomplishments during the past year and the impact of the Agency on the community.

We encourage each of you to join BCCAP in its continued legacy of fighting poverty and helping those we serve to become fully self-sufficient.

Sincerely,
William C. Probsting
Board President

Message from the Executive Director



As the new Executive Director of the Burlington County Community Action Program (BCCAP), it is my pleasure to present this year's Annual "Impact" Report to our stakeholders. In this Annual Report you will find a review of the past year and information about BCCAP's funding.

During the past 52 years, BCCAP has helped change the lives of thousands of low-income individuals and families. As one of the oldest Community Action Program (CAP) agencies, BCCAP belongs to a network of 1,000 CAP agencies nationwide. BCCAP's impact in the community, with the assistance of our stakeholders, continues to be an integral part of how the Agency addresses poverty and carries out various programs to move our customers from poverty to self-sufficiency. For example, the Head Start and Early Head Start programs provide quality early childhood education for infants, toddlers and preschoolers from low-income families, which eases the burden of families seeking quality infant/toddler care and quality education for their preschoolers, knowing that their children are being cared for properly, and that they are receiving a quality early learning experience and nutritious meals each school day. The Child Care Resource and Referral (CCR&R) program operates as the central intake organization for all Burlington County child care referrals and inquiries. The

CCR&R staff registers and recruits family child care providers, and provides support and training to child care providers to ensure quality and consistency in carrying out their task of caring for children. The Healthy Families and Parents-as-Teachers staff works with young mothers through home visits, pre- and post-pregnancy, to ensure that they are supported in the care of their newborns and provides critical support through a nationally recognized curriculum. This Impact Report includes many other services that BCCAP continues to offer throughout Burlington County in partnership with our many stakeholders.

Again, we are pleased to share this report with you and hope that you will continue to support our efforts in offering these critical services to the Burlington County community. I am excited to be a part of such a great organization that has the potential to move forward with new and innovative strategies and proven methods to get us closer to making BCCAP's vision a reality.

Sincerely
Dr. Ruben A. Johnson, ED

OUR IMPACT



“Helping People. Changing Lives.”

The Burlington County Community Action Program (BCCAP) has been helping people and changing lives for the past 52 years. This Annual Impact Report focuses on the results of BCCAP’s diverse programs and their impact on people’s lives throughout Burlington County. BCCAP helps strengthen low-income families’ lives through early childhood and parenting education, child care, housing and home energy programs. Last year, BCCAP served 41,617 customers. Over 1,315 families received housing counseling services; 13,514 customers received heating assistance; and over 3,000 children received childcare services through BCCAP.

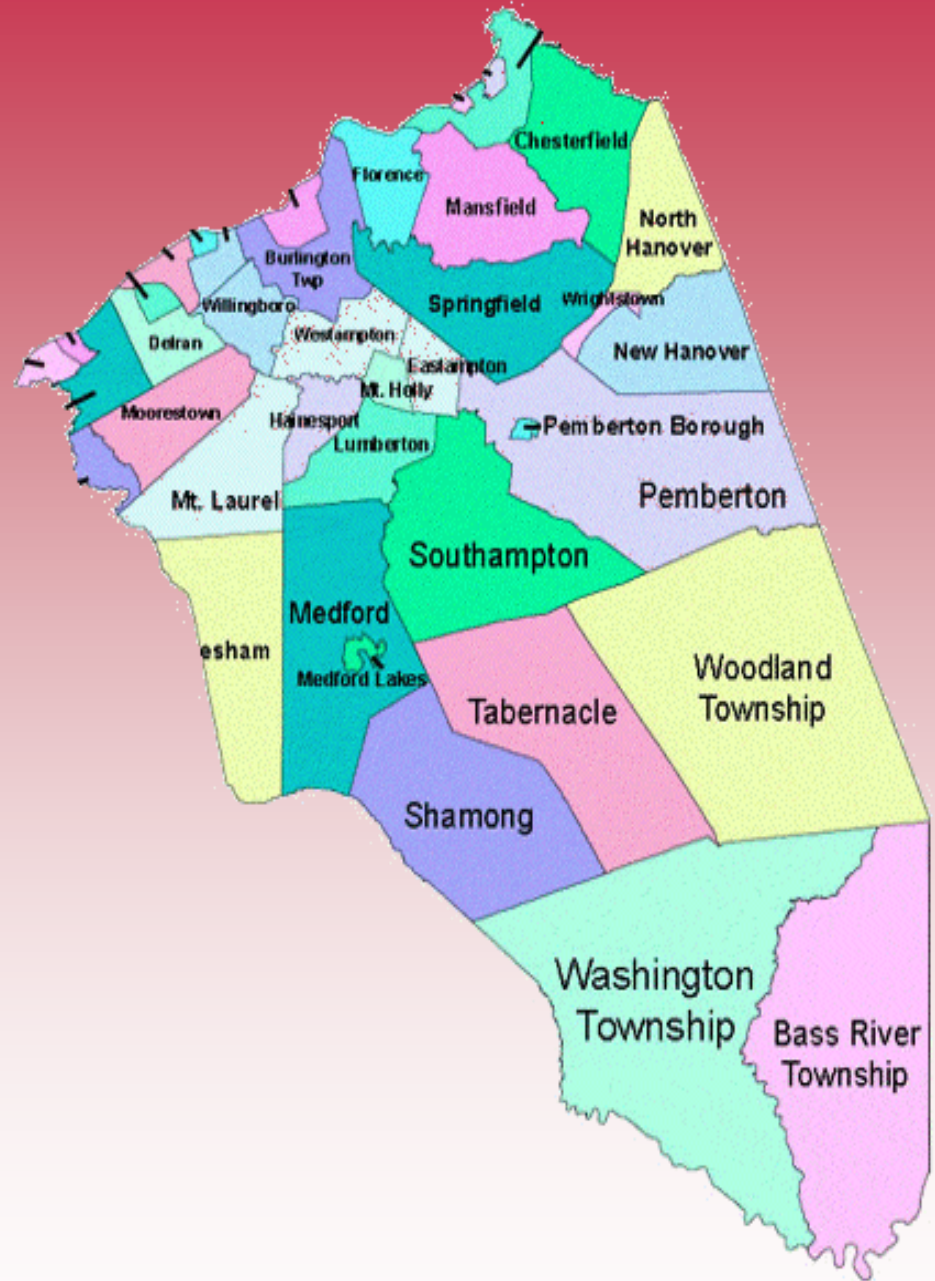
BCCAP has operated the Head Start child development program since 1966. Head Start promotes school readiness for children in low-income families by offering educational, nutritional, health, social, and other services. In 2016, the BCCAP Head Start Program was funded to serve 470 children ages 3 to 5 years, including children with special needs. BCCAP’s Early Head Start served 86 infants and toddlers. BCCAP’s Healthy Families-TIP Program assisted 92 families with home visitation that fosters parent-child bond, promotes positive parenting skills, and educates first-time parents on child care and child development. Parents-As-Teachers (PAT) is a free and voluntary program that focuses on supporting parents as their child’s first teacher. BCCAP served 86 families through the PAT program.

In 2016, BCCAP provided safe, decent and affordable housing with supportive services to 12 low-income families to help strengthen family functioning, improve the families’ economic situation, and help the families remain in permanent housing. BCCAP operates a 72-unit Senior Apartment complex in Burlington Township and 14 senior apartments at the Historic Roebling Village Inn located in Florence Township. A Case Manager assists residents at both developments with their day-to-day living. Our customers’ lives are changed for the better through the services that BCCAP provides.

OUR IMPACT

SUMMARY OF CUSTOMERS SERVED

Child Care Resource & Referral (CCR&R) -	
NJ Cares for Kids Child Care Voucher	2,925
Electronic Child Care (ECC).....	9,002
Consumer Education	6,146
Family Child Care.....	166
Strengthening Families.....	192
Work First NJ Voucher Program.....	2,102
Child Care Resource & Referral Training.....	628
Head Start Enrollment.....	470
Early Head Start.....	86
Healthy Families-TIP Program.....	92
Parents as Teachers (PAT).....	86
Burlington County Connection Program (A Central Intake Initiative).....	2,276
Low-Income Home Energy Assistance Program (LIHEAP).....	13,514
Emergency Energy Intervention.....	967
Senior Citizens Housing.....	85
Housing Counseling.....	1,315
Homelessness Prevention.....	148
Foreclosure Prevention.....	128
First-Time Homebuyer Program.....	114
Transitional Housing with Supportive Services for Working Poor and Veteran Families with Children.....	7
Family Self-Sufficiency Program.....	5
Food Baskets.....	15
TANF Outreach & Referral.....	1,148
TOTAL.....	41,617



History of BCCAP

Burlington County Community Action Program (BCCAP) began operating in 1965. The organization was established to address the needs of low-income persons in Burlington County.

Nationally, at the time of the Agency's inception, Congress had declared its War on Poverty and signed the Economic Opportunity Act of 1964. It stated that everyone in America should have an opportunity to obtain an education, work, and live in decency and with dignity. As one of the most significant legislative documents of our time, it impacted positively upon the lives of America's poor and disadvantaged of all ages, races, colors, creeds, and ethnic backgrounds. It provided for the creation of Community Action Agencies throughout the nation to work toward the elimination of poverty.

Locally, in response to the critical human needs of the poor, a small group of individuals began meeting in each other's homes and in area churches to develop strategies for eliminating poverty and removing the barriers to self-sufficiency. With dedication to the mission and a common vision, those unsung heroes carved out the framework for a community-based organization of people helping people to help themselves.

Now one of the oldest of 23 community action agencies operating in New Jersey, Burlington County Community Action Program is led by a tripartite Board of Trustees consisting of one-third representation from community stakeholders, one-third from public officials, and one-third from low-income residents.

The number and scope of activities administered by BCCAP has grown steadily over the years. The Agency has moved from a small grassroots direct services program to one that operates projects having long-term effect on the community and totaling more than \$10 million annually. Program funds are used to support Housing and Energy, Community Services, Education and Health; and are reflective of the Agency's commitment to serving low-income persons in Burlington County.

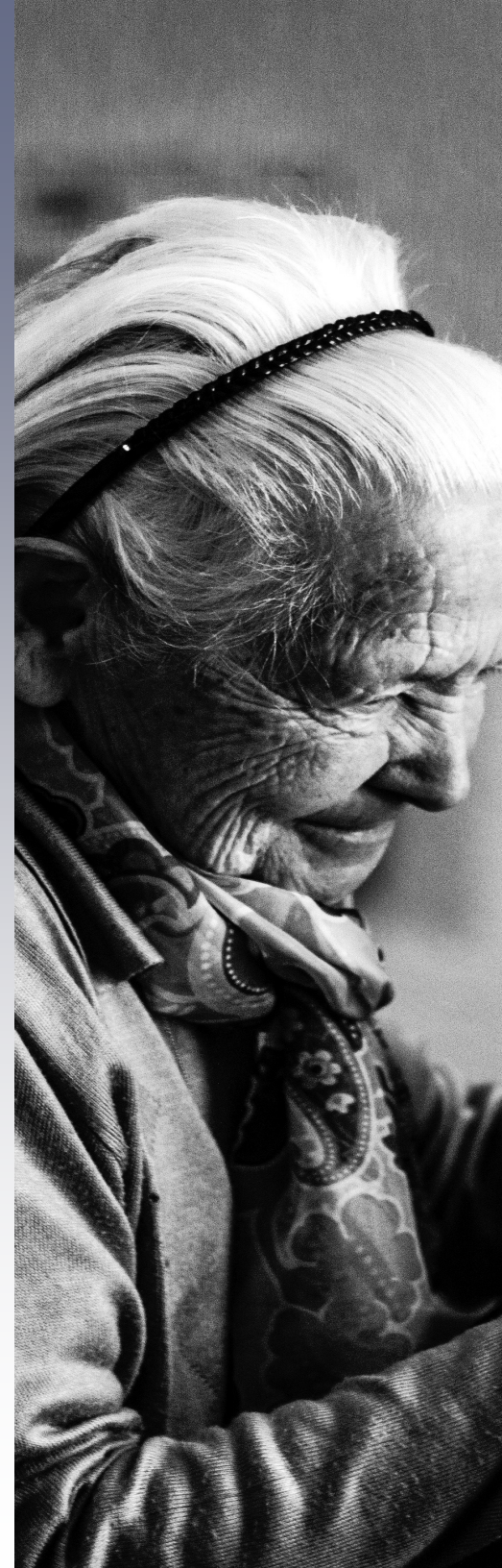
Our Vision

Helping our customers to become fully self-sufficient.

Our Mission

The Burlington County Community Action Program exists to combat the causes and reduce the effects of poverty in Burlington County. It fulfills the purpose by:

- 1) Facilitating a community-based capacity for the human needs planning process, which focuses program strategies on promoting self-sufficiency among low-income people.
- 2) Removing barriers to self-sufficiency among low-income people in the organization and operation of institutions and programs.
- 3) Maximizing participation of low-income people in the development and implementation of programs and projects and in the decision-making process of institutions affecting their lives.
- 4) Testing new approaches to solving basic causes of poverty provided that they do not involve BCCAP as a long-term, direct service provider.
- 5) Supporting self-help groups and other cooperative efforts among low-income people.
- 6) Working to better organize services related to the needs of the poor.
- 7) Broadening resource base of programs directed to the elimination of poverty.
- 8) Providing safe, decent, affordable housing to low- and moderate-income families.
- 9) Providing housing counseling services.



Housing

Senior Apartments with Supportive Services

BCCAP provides safe, affordable housing to senior citizens. All of the residents have access to supportive services provided by a dedicated Case Manager to help the residents maintain self-sufficiency and live independently. The BCCAP Senior Housing Program includes a 72-unit housing complex in Burlington Township and a 14-unit housing development at the Historic Roebling Village Inn in Florence, NJ.

85

CUSTOMERS SERVED

Permanent Rental Housing with Supportive Services

The BCCAP Permanent Rental Housing Program includes five housing units for former recipients of Temporary Assistance to Needy Families (TANF) benefits and two single-family homes for homeless veteran families with children and working poor families with children. A Case Manager provides support services to the residents to help them achieve and maintain economic self-sufficiency.

12

CUSTOMERS SERVED

Housing Counseling Services

BCCAP is approved by the U.S. Department of Housing and Urban Development (HUD) to provide comprehensive housing counseling to low and moderate income individuals and families through the Housing Counseling Program. The services include: rental housing counseling; homelessness prevention; mortgage delinquency and default counseling; budget counseling; fair housing counseling; pre-purchase counseling; and homebuyer education for first-time homebuyers.

1,315

CUSTOMERS SERVED

Housing



Homelessness Prevention Program

BCCAP provides homelessness prevention assistance to low and moderate income households through the New Jersey Department of Community Affairs' (DCA) Homelessness Prevention Program (HPP) and the Federal Emergency Management Agency (FEMA) programs. The services include back rent and mortgage payment assistance, information and referral, and relocation assistance.

148

CUSTOMERS SERVED

Foreclosure Prevention and Foreclosure Intervention Services

In partnership with the New Jersey Housing and Mortgage Finance Agency (NJHMFA), BCCAP provides foreclosure prevention services through the National Foreclosure Mitigation Counseling (NFMC) program and HMFA's Home Saver Program.

128

CUSTOMERS SERVED

First-Time Homebuyer Education and Pre-Purchase Counseling

BCCAP holds four First-Time Homebuyer seminars every year in collaboration with various community organizations, including banks and the Burlington County Community Development Program. Participants receive valuable information about the home buying process; the responsibility of homeownership; budgeting; the importance of good credit; and home maintenance. BCCAP also provides one-on-one, pre-purchase counseling to help prospective homeowners assess their readiness to buy a home; budgeting and credit; financing; selecting, and maintaining a home.

114

CUSTOMERS SERVED



Energy

“One-Stop Shopping” at the Dickens Community Service Center

BCCAP’s direct service programs, including housing, energy, and childcare resources and referrals, are co-located at the BCCAP Dickens Community Service Center. These programs offer direct assistance to help low-income families meet their basic needs, as well as outreach, advocacy, information and referrals to BCCAP programs or other community resources. The Center is located at One Van Sciver Parkway in Willingboro and is accessible by private and public transportation.

Emergency Energy Crisis Intervention

BCCAP provides emergency payments to supplement crisis assistance or fuel payments to restore service or prevent termination of utilities.

Low-Income Home Energy Assistance Program (LIHEAP)

BCCAP’s Energy Crisis Intervention Unit handles the Low Income Home Energy Assistance Program (LIHEAP), also known as the Home Energy Assistance (HEA) program, Cooling Assistance, and the Universal Service Fund (USF). LIHEAP is a federally funded program established to assist households with heating, cooling, and energy costs. The program is administered by BCCAP in partnership with the Department of Community Affairs. LIHEAP benefits are issued on a sliding scaled based on County residency, type of energy, household size, and income. Currently, income eligibility is based on 200% of the Federal Poverty Level. Eligibility must be established each year during the LIHEAP season. The LIHEAP unit also processes applications for USF all year. USF provides eligible households with a monthly discount on their utility bill. The amount of the discount is determined by a comparison of the household’s yearly utility bills and their income.

967

CUSTOMERS SERVED

13,514

CUSTOMERS SERVED

Early Childhood and Parenting Education

Head Start and Early Head Start

BCCAP has operated the Head Start Program in Burlington County since 1966. The program provides education, parent involvement, and health and nutrition services to income-eligible children and families. Head Start is funded to serve 431 children ages 3 to 5 years old, including children with disabilities. In 2010, the program expanded services to include Early Head Start, which provides comprehensive services to 60 infants, toddlers, and pregnant women. Early childhood education, including pre-natal services, is provided through both center – and home-based options.

556

CUSTOMERS
SERVED



Healthy Families-TIP (TANF Initiative for Parents)

Healthy Families-TIP is a free parenting and support program that offers services to any parent residing in Burlington County, regardless of income, who is either pregnant or has a child three months old or less. Home visitation services include information on child development, positive parenting practices, and child health and safety. Each child is screened for developmental delays every 6 months so that, if needed, additional services can be provided. Families also receive information and links to community agencies, services, employment, and education opportunities. Services will be offered until the child is 5 years old. Parents receiving TANF will receive 10 hours of credit each week toward their work requirement.

116

FAMILIES
SERVED

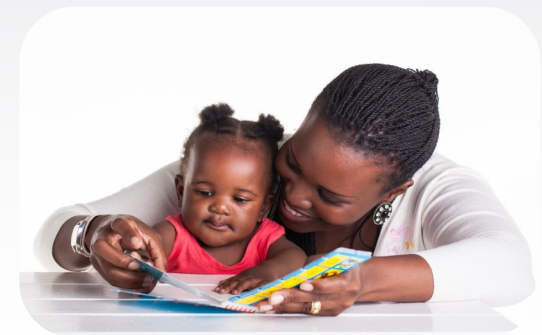


Parents as Teachers (PAT)

Parents as Teachers (PAT) is a free and voluntary program that focuses on supporting parents as their child's first teacher. A Parent Educator provides home visitation services that include information on child development, parent-child interactions, and family well-being through the use of curricula and activities. Group meetings are offered once a month to foster relationships with other families and the community. Children can remain in the program until they are 5 years old. Participants must be Burlington County residents, pregnant, or have a child 3 years old or younger.

89

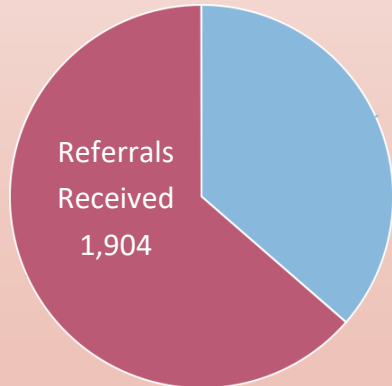
FAMILIES
SERVED



Early Childhood and Parenting Education

The Burlington County Connection Program (A Central Intake Initiative)

The Burlington County Connection Program (A Central Intake Initiative) is a free referral, support and connection program that began providing services to residents of Burlington County in early 2014. The Connection Program is funded by a grant through the New Jersey Department of Health. The program offers connections for all Burlington County residents, to services such as insurance and medical providers, local and federal assistance programs, parenting and support programs, education and employment programs, early childhood and school-age programs, childcare services, and much more.



Referrals Provided: 3,042

Child Care Resource & Referral (CCR&R)

The BCCAP Child Care Resource and Referral (CCR&R) program has the most up-to-date listing to provide to our customers. Every year new providers contact our Agency to be included in our database and the referral listings that we give to our customers. BCCAP provides between three to five provider referrals to customers per referral call. The CCR&R specialist collects the customers' paperwork and information to be placed into BCCAP's active database, visits the site, and discusses the program that is being offered and how BCCAP can assist them. In addition to the initial visit for providers that are located within Burlington County, BCCAP provides ongoing technical assistance and consultation to out-of-county providers.

New Jersey Cares for Kids (NJCK)

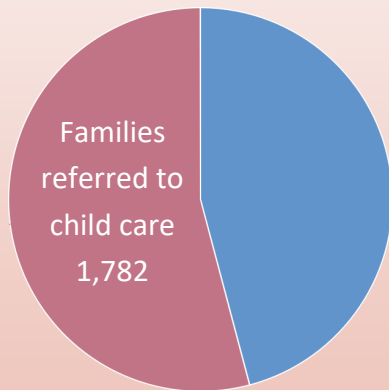
The New Jersey Cares for Kids (NJCK) Program is a subsidized child care voucher program that provides partial payment to child care providers on behalf of the applicants. Applicants are required to pay a co-payment based on their family size and income.



Early Childhood and Parenting Education

Work First New Jersey Voucher Program

The Work First New Jersey Voucher Program is a two-year, state-subsidized Child Care Referral Program administered by the Department of Family Development and the Burlington County Community Action Program (BCCAP). The program subsidizes the cost of child care for low-income, employed people and persons attending job-related training or school.



Customers Counseled: 2,102

Strengthening Families Initiative

The Strengthening Families Initiative provides an opportunity to enhance the educational, physical, social and emotional development of children within early care and education settings. Strengthening Families is a strategy to prevent child abuse and neglect. Strengthening Families is designed to build on and strengthen the existing relationship between preschool programs and families in selected communities.

192

CUSTOMERS SERVED

Family Child Care

BCCAP recruits and trains people to become Registered Family Child Care (FCC) Providers and to provide quality child care to families in Burlington County.

166

CUSTOMERS SERVED

Early Childhood and Parenting Education

Grow New Jersey Kids

Research shows that children who are in quality early learning programs when they are young are better prepared for kindergarten with better reading skills, more math skills, and larger vocabularies. Grow New Jersey Kids is working to raise the quality of child care and early learning across the State of New Jersey. For parents, it provides information to help them make the most of their children's early learning opportunities by including tips on selecting quality child care and early learning programs. BCCAP proudly supports the Grow NJ Kids program to provide quality enhancement grants including free curriculum and equipment, exclusive access to educational scholarships and free training for staff, and free on-site quality improvement technical assistance visits.

1,066

CHILDREN SERVED

Professional Development

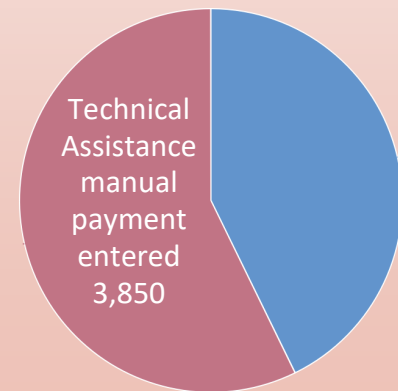
The Child Care Resource and Referral Training Department develops a yearly schedule of professional development trainings for child care providers in Burlington County in order to meet the Division of Family Development level of service and Department of Children and Families Office of licensing standards.

628

CUSTOMERS SERVED

Electronic Child Care

The Electronic Child Care (ECC) is a reporting and claiming submission process that facilitates the automatic collection of child care time and attendance data. The ECC enables customers and providers to use the Electronic System as a means of tracking time and attendance. The ECC also serves as the basis for payment to child care providers through the calculation of benefits based on time and attendance and directing the deposit of funds into provider accounts on a bi-weekly basis.



Technical Assistance given: 5,152

Early Childhood and Parenting Education

Consumer Education

Through the Child Care Resource and Referral (CCR&R) Consumer Education Program, BCCAP provides accurate, current child care community information to customers and child care providers in Burlington County. BCCAP is also responsible for leading trainings and setting up meetings for child care providers; keeping databases and provider information current; educating parents about quality child care options and giving referrals; and being a resource to parents, providers, and the community. In 2016, the CCR&R staff entered over 30,000 technical assistance entries in the NACCRRAware tracking system, which documents interactions between the Agency and the community.



86

PARENT INTAKES

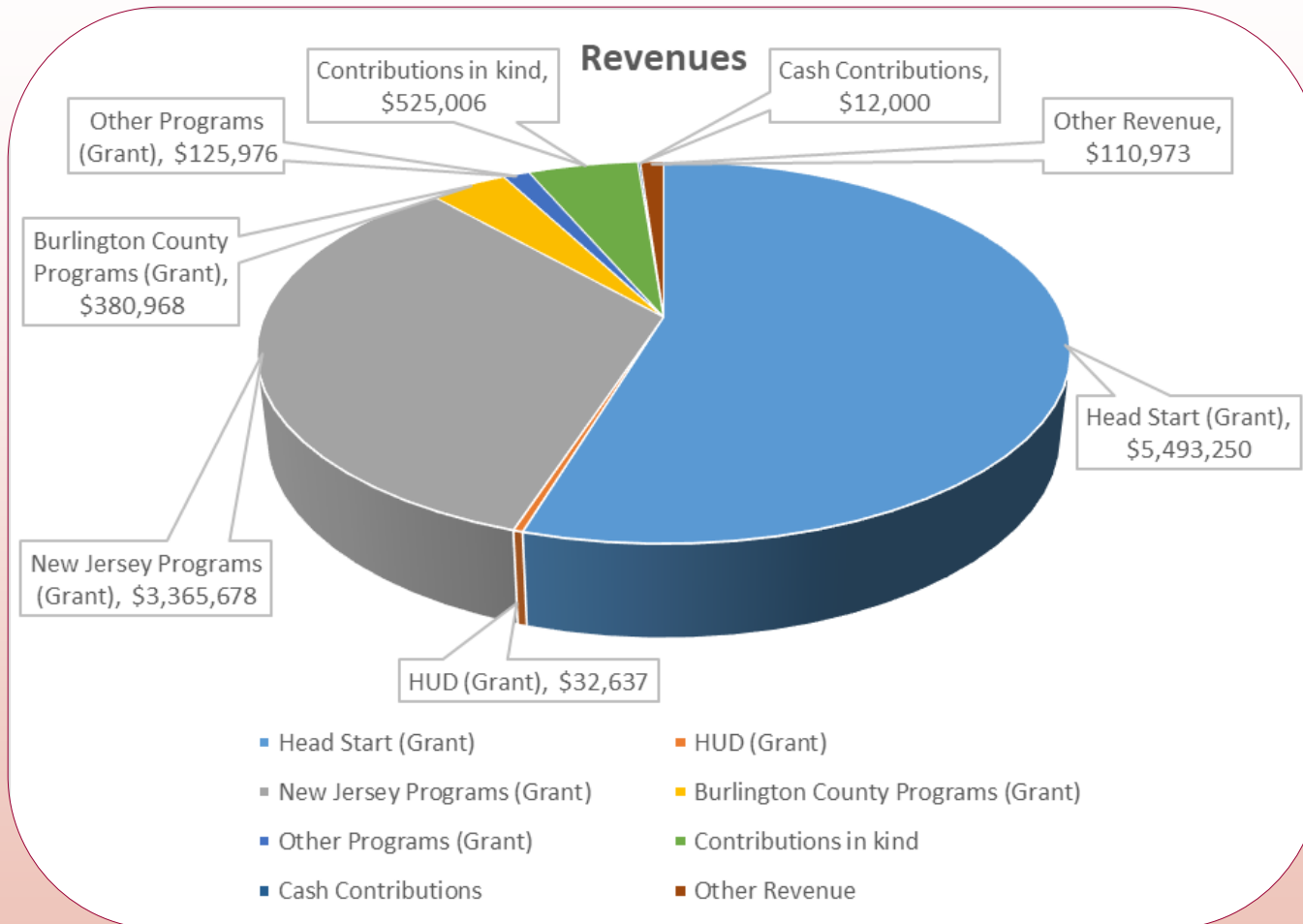
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PARENT TECHNICAL ASSISTANCE

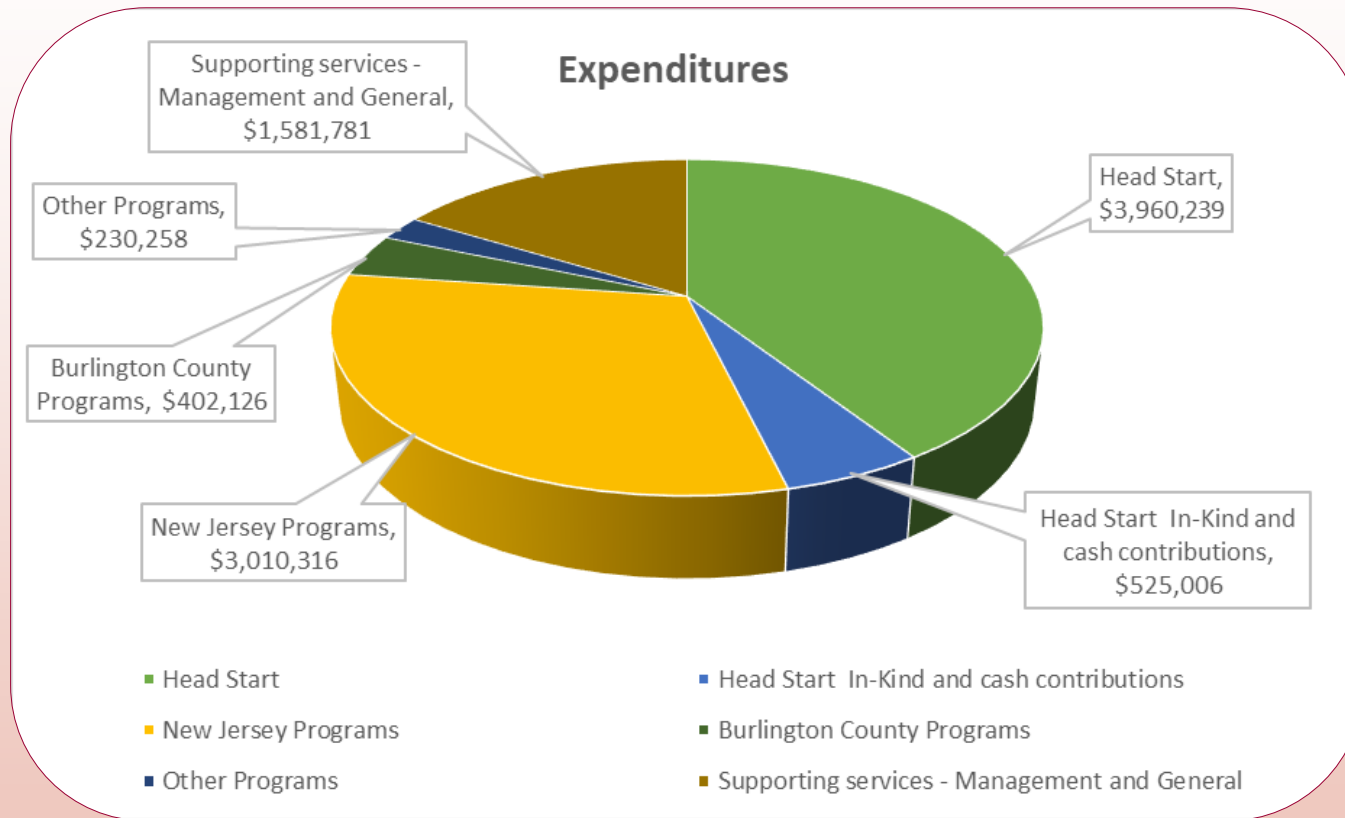
5,893

PROVIDER TECHNICAL ASSISTANCE

BCCAP's Overall Expenditures and Revenue



BCCAP's Overall Expenditures and Revenue



Head Start & Early Head Start

2017 Annual Report to the Public

Purpose: As a Head Start/Early Head Start Agency, BCCAP is required by the Head Start Act, Section 644 (a)(1)(2)(A-H), to make available to the public an annual report disclosing certain information from the most recently concluded fiscal year. The report will never disclose personally identifiable information about an individual child, parent or staff member.



Head Start & Early Head Start

Funding Sources

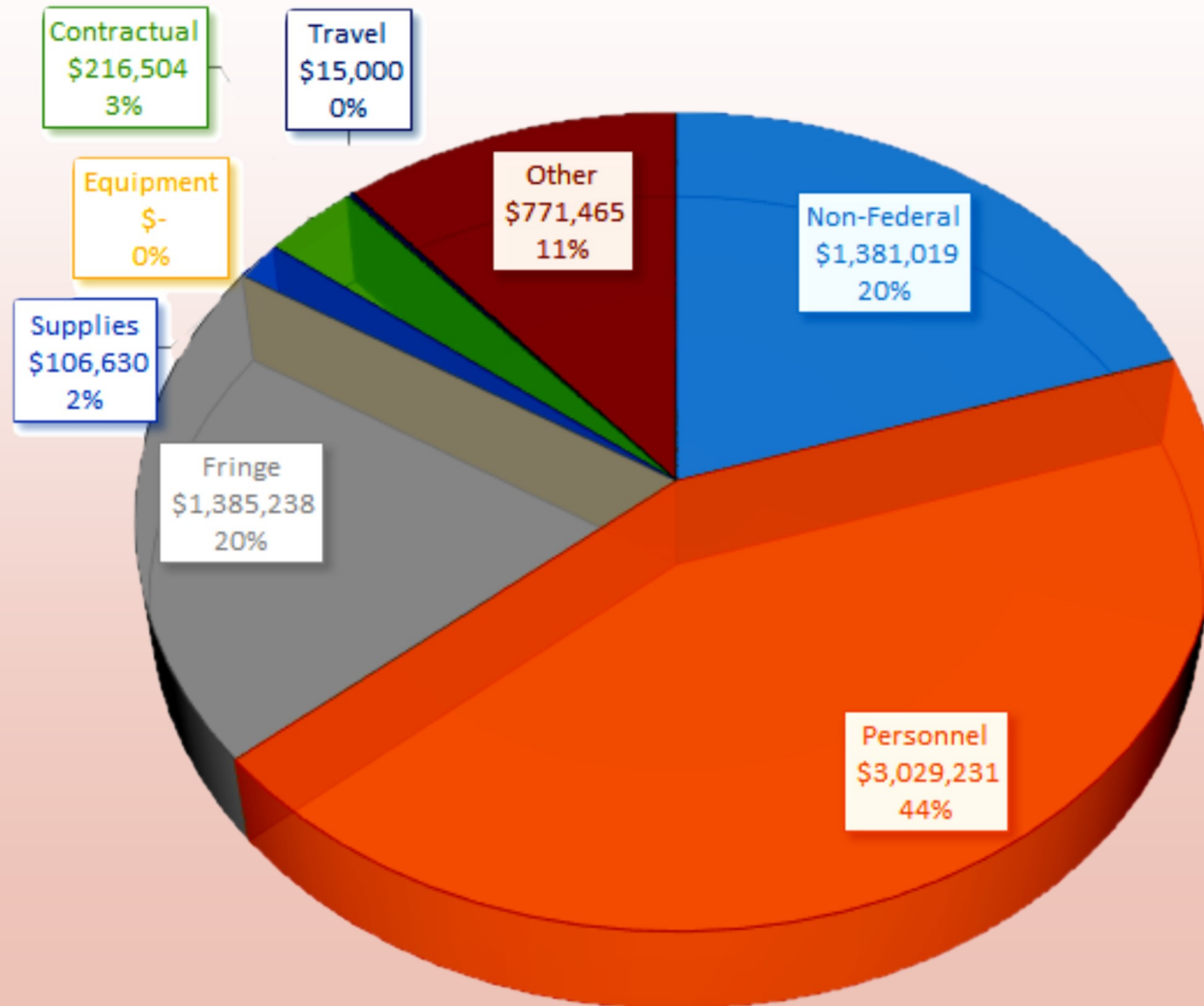
A. Total public and private funds received from each source:

U.S. Department of Health and Human Services	\$5,524,068.00
U.S. Department of Agriculture	\$344,299.00

Head Start & Early Head Start

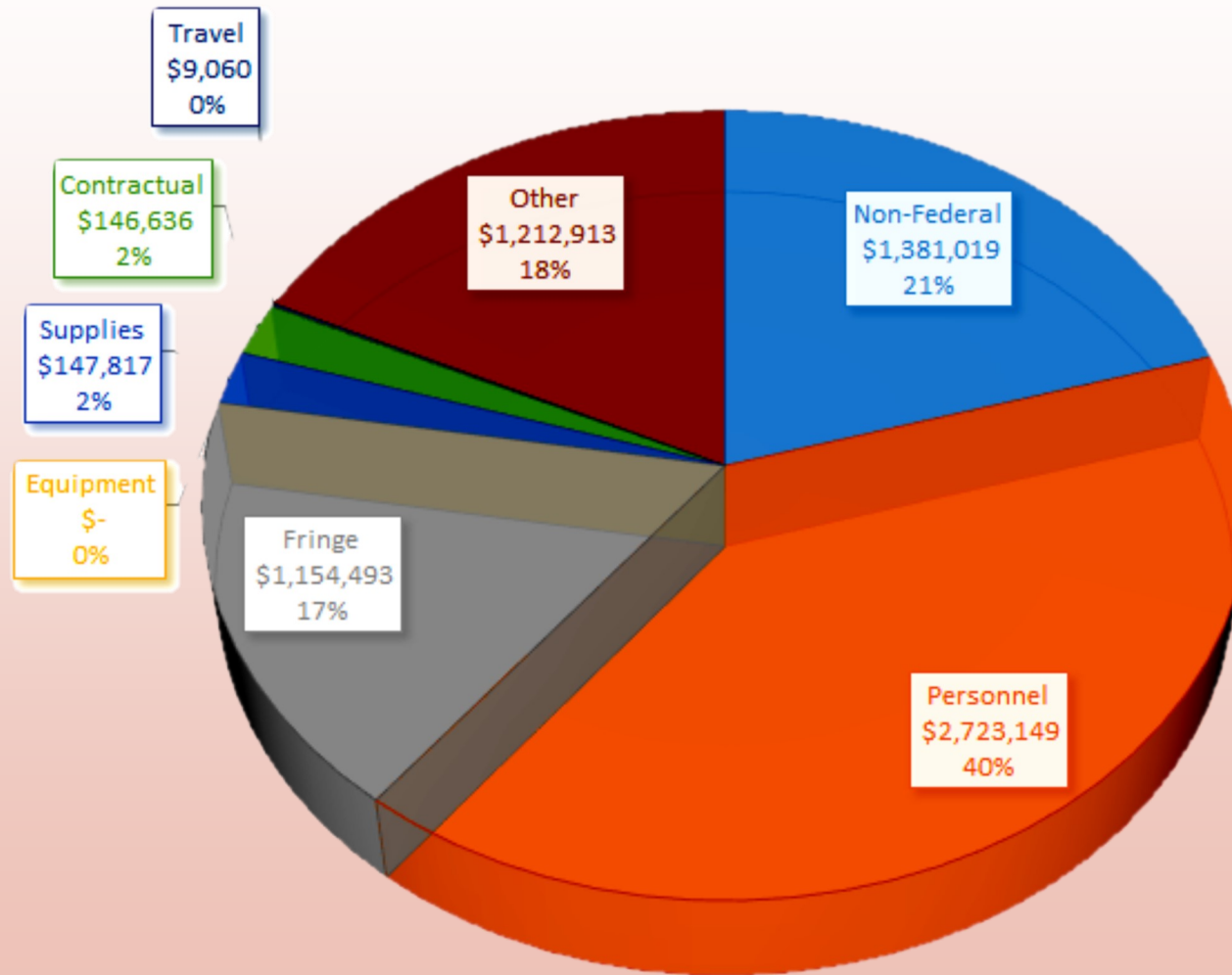
B. Federal Budgetary Expenditures for 3/1/2016 - 2/28/2017

Head Start and Early Head Start - BUDGET



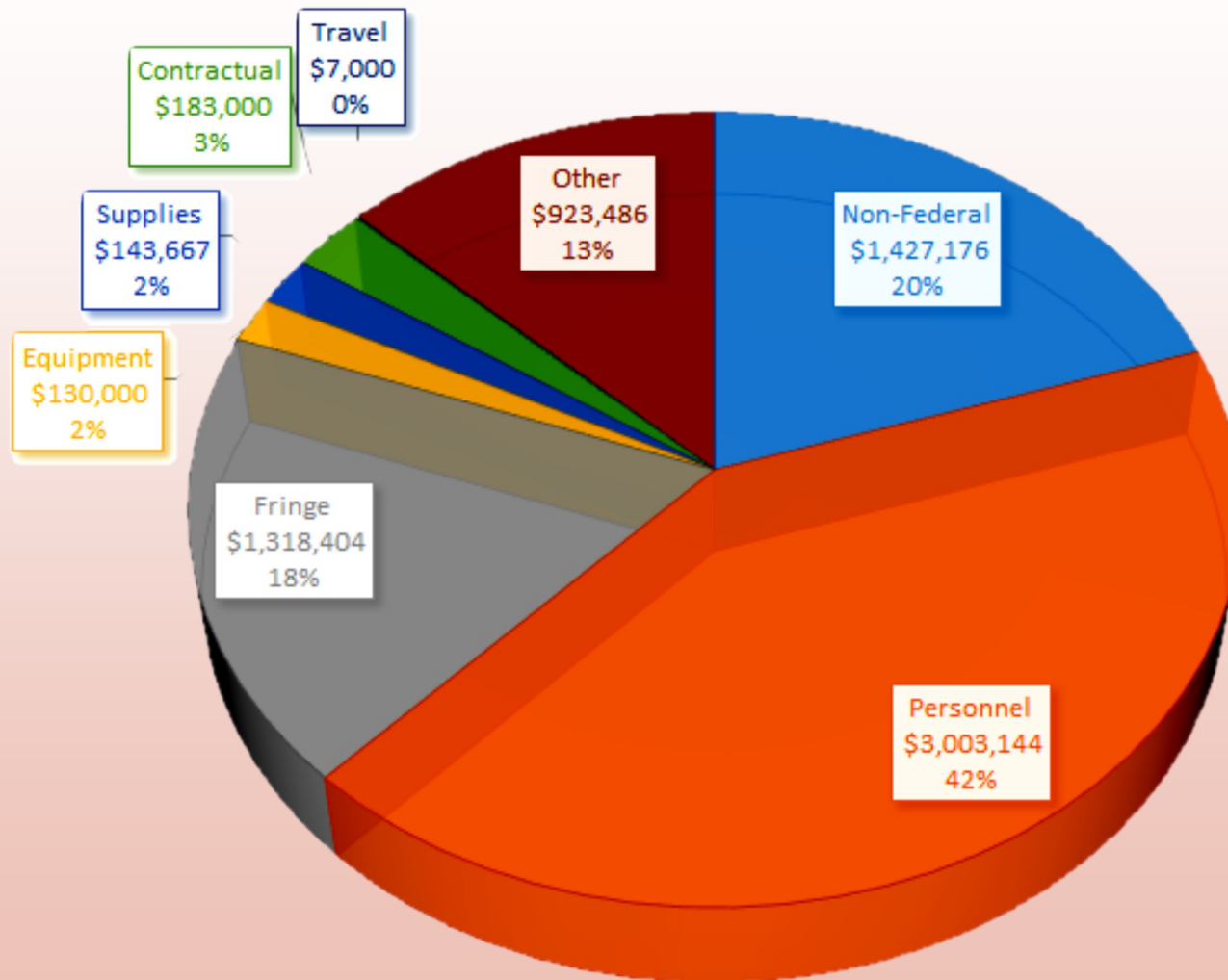
Head Start & Early Head Start

Head Start and Early Head Start Expenditures



Head Start & Early Head Start

Proposed Budget for 3/1/2017 - 2/28/2018 Head Start and Early Head Start - BUDGET



Head Start & Early Head Start

Audit

The most recent review was conducted by the Administration for Children and Families from 4/27/2014 to 5/1/2014.

Based on the information gathered, no area of non-compliance was found during the course of the review. Accordingly, no corrective action was required.

Most Recent Financial Audit:

Independent Auditing Firm: CohnReznick LLP
500 East Pratt Street
Suite 200
Baltimore, MD 21202-3100

Head Start & Early Head Start

The following is the Summary of the Audit Results for year ending February 2016.

Schedule of Findings and Questioned Costs		
February 29, 2016		
A. Summary of Independent Auditor's Results		
<i>Financial Statements</i>		
Type of auditor's report issued: Unmodified		
Internal control over financial reporting:	YES	NO
Material weakness(es) identified?	X	
Significant deficiency(ies) identified?		X
Noncompliance material to financial statements noted?		X
<i>Federal Awards</i>		
Internal control over major programs:		
Material weakness(es) identified?		X
Significant deficiency(ies) identified?		X

Head Start & Early Head Start

B. Type of auditor's report issued on compliance for major programs: Unmodified		
	YES	NO
Any audit findings disclosed that are required to be reported in accordance with Section 510(a) of OMB Circular A-133?		X
Identification of major programs:		
Name of Federal Program or Cluster	CFDA Number(s)	Fiscal Year 2/28/2016 Expenditures
Social Services Block Grant	93.667	\$2,273.605
Dollar threshold used to distinguish between type A and type B programs	\$750,000	
	YES	NO
Auditee qualified as low-risk auditee?	X	

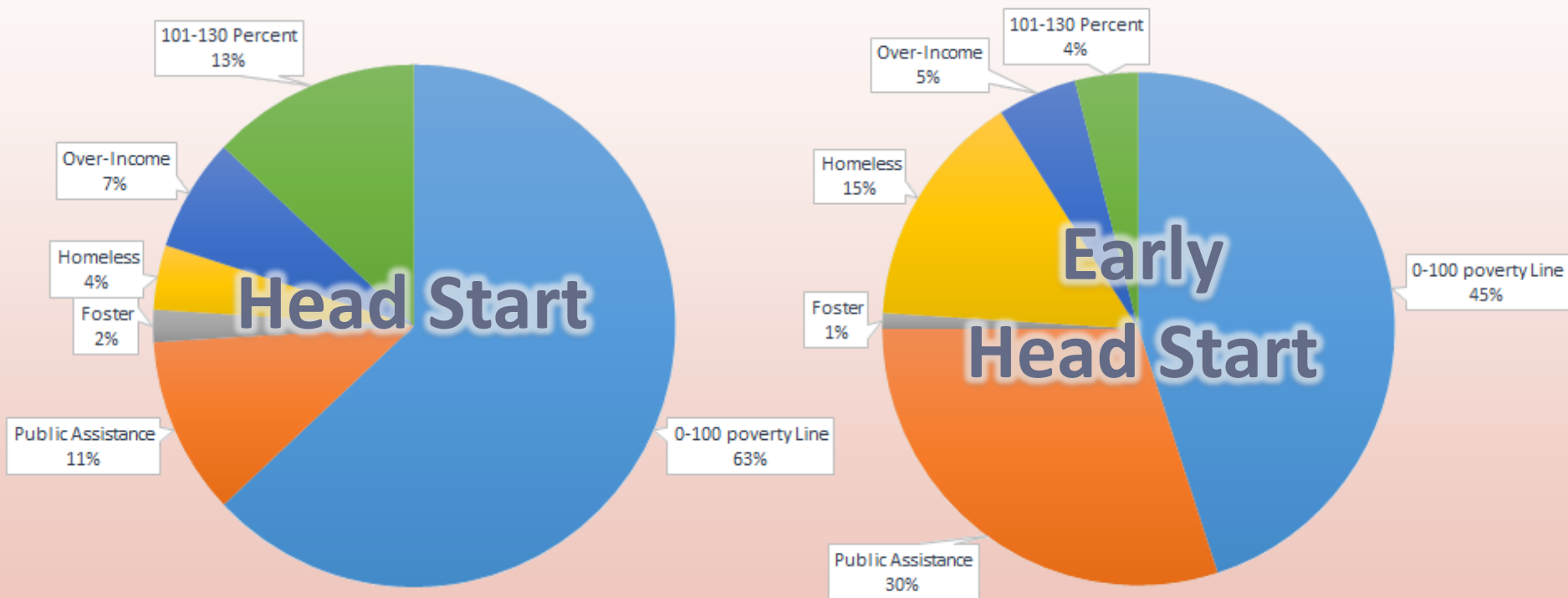
Head Start & Early Head Start

C. Total Number of Children Served ending 8/31/2017	
<i>Head Start/Early Head Start</i>	487
<i>Early Head Start</i>	82
Total Number of Families Served ending 8/31/2017	
<i>Head Start</i>	461
<i>Early Head Start</i>	69
Average Monthly enrollment ending 8/31/2017	
<i>Head Start</i>	99%
<i>(Parents usually don't enroll their children when there is less than 30 days left in the program)</i>	
<i>Early Head Start</i>	100%



Head Start & Early Head Start

PERCENTAGE OF ELIGIBLE CHILDREN SERVED ENDING 8/31/2017



Head Start & Early Head Start

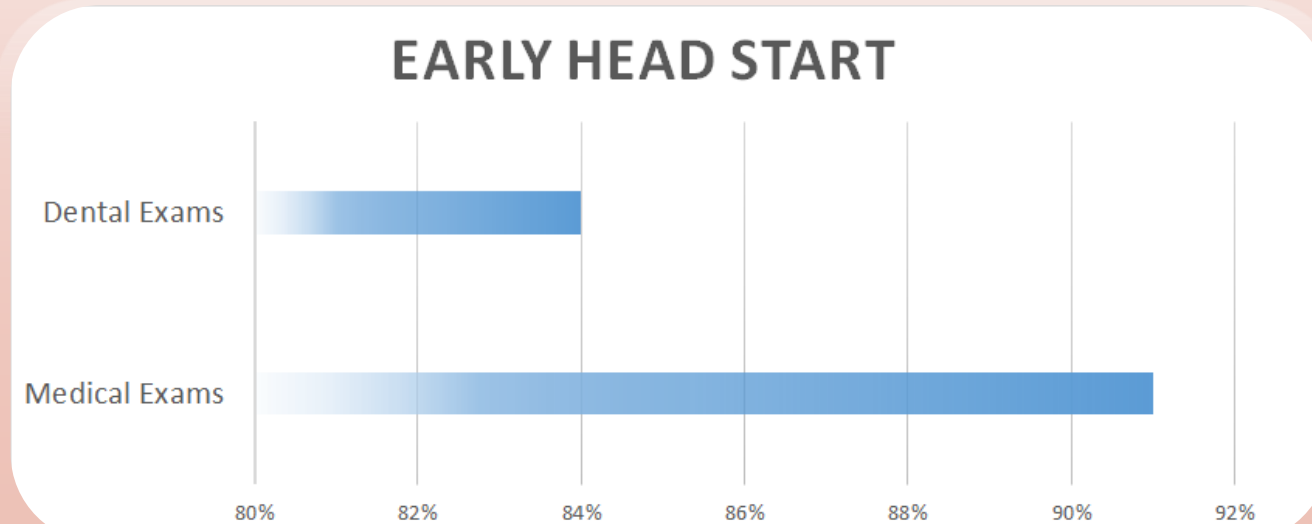
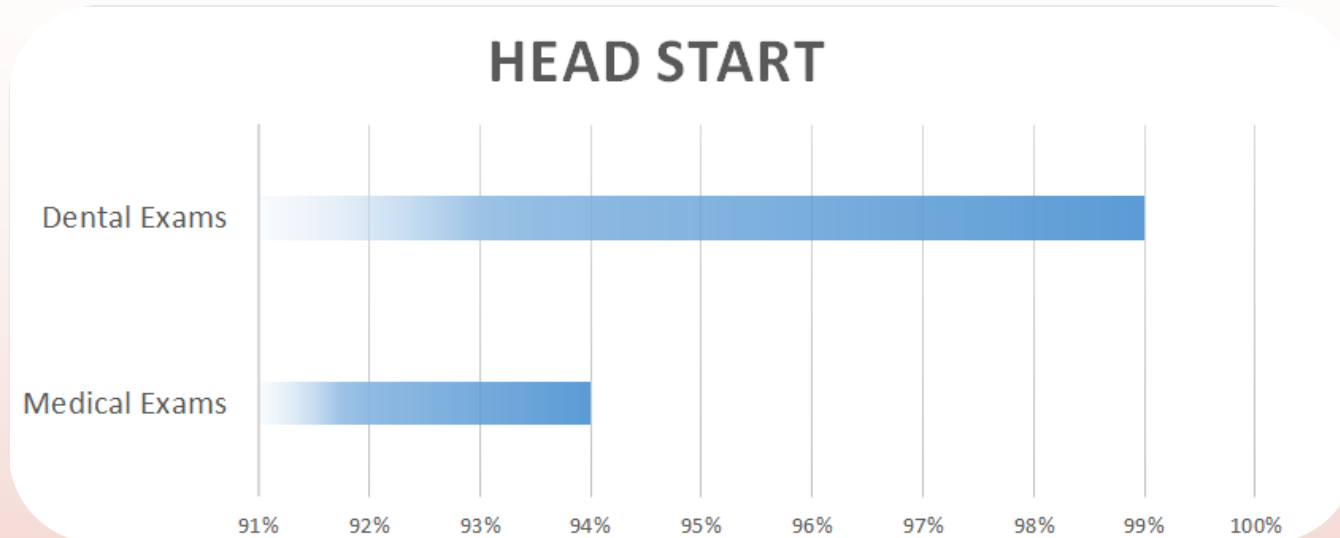
- D. **The most recent review was conducted by the Administration for Children and Families from 4/27/2014-5/1/2014.**
- E. Based on the information gathered, no area of non-compliance was found during the course of the review. Accordingly, no corrective action was required

Most Recent Financial Audit:

Independent Auditing Firm: CohnReznick LLP
500 East Pratt Street
Suite 200
Baltimore, MD 21202-3100

Head Start & Early Head Start

F. The percentage of enrolled children that received medical and dental exams ending 8/31/2017.



Head Start & Early Head Start

G. Information about parent involvement activities

Parent Engagement Activities:

Parents are children's first and most important teachers. At BCCAP Head Start and Early Head Start, we actively and intentionally engage parents, families and the community in order to support the positive growth and development of young children and families. Family engagement is promoted throughout the program and families are encouraged to participate. 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 activities are aligned with the parents' interests as well as the Head Start and Early Head Start Performance Standards and Regulations and the Parent, Family and Community Engagement Framework (PFCE). BCCAP Head Start and Early Head Start's opportunities for parent participation consist of:

- Parent Activity Letters (PALs) that are sent home weekly to parents with a developmentally appropriate activity that extends the classroom learning.
- Monthly Parent Committee Meetings that include classroom teachers presenting a presentation on extending the learning at home. Meetings include various speakers on financial literacy, resume writing, health, safety and nutrition, child development and kindergarten transition.
- Policy Council and Health Advisory Services Committee
- "I Can Problem Solve" Workshop series, which is a universal school-based program designed to enhance the interpersonal cognitive processes and problem-solving skills of children in preschool through grade 6.
- Mental Health services for children and families
- Informational flyers, brochures and newsletters sent directly to the home, including resources in the community



Head Start & Early Head Start

- Family Partnership Agreements and referrals for services
- Annual Health and Wellness Fair in collaboration with the community
- Parent opportunities to volunteer in the classroom
- Parent opportunities to obtain Child Development Associate (CDA) and SerSafe
- Progress and Planning Meeting (Parent-Teacher Conferences)
- Transitional Services
- Winter Feast and Movie Night
- Socialization (Early Head Start Home Based)

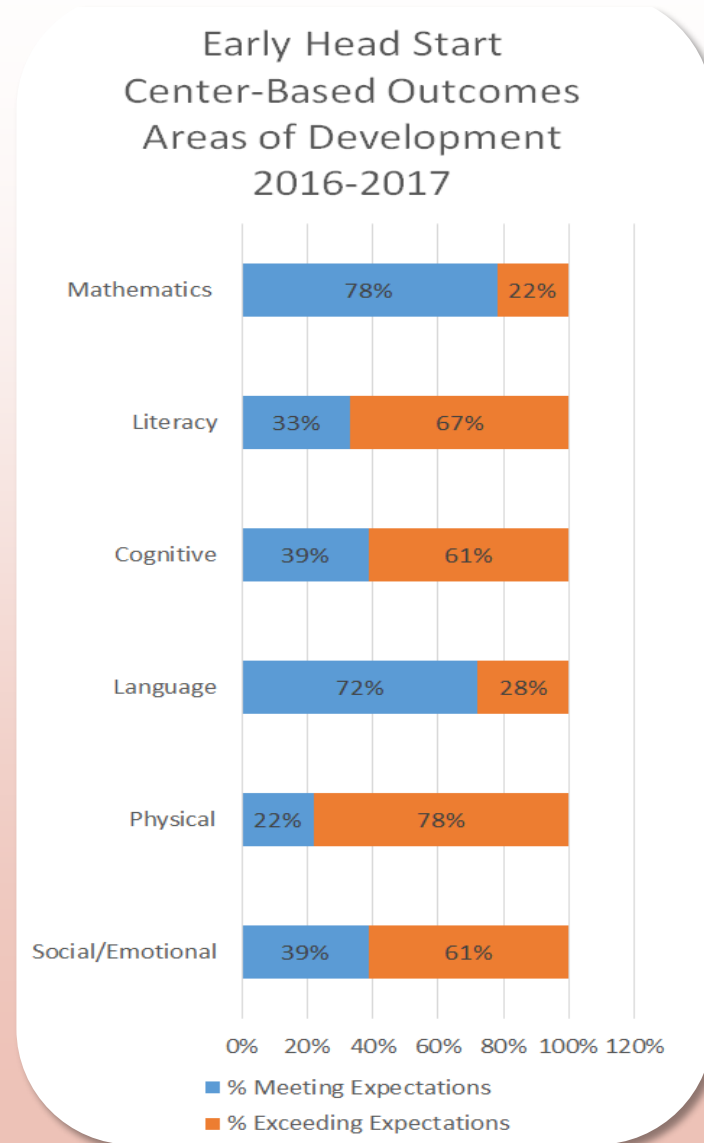
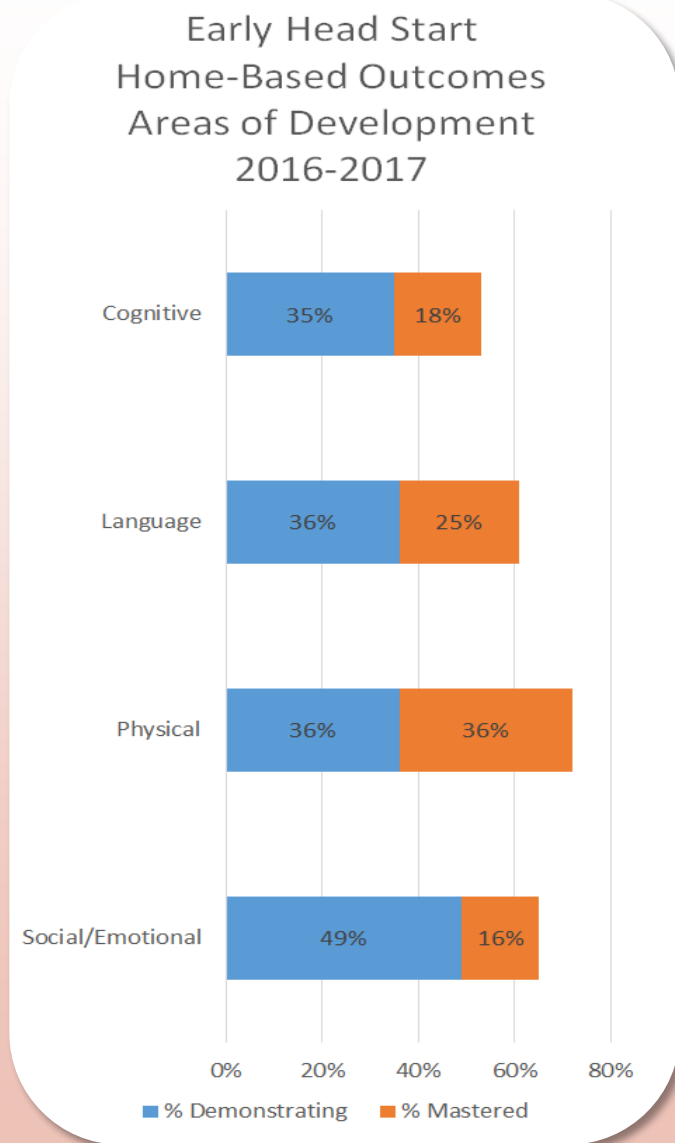
A family assessment tool was created by BCCAP Head Start and Early Head Start to measure family engagement outcomes. The family assessment aligns with the Head Start and Early Head Start Family, Parent and Community Engagement Framework's seven family outcomes. The family assessment tool asks families to rate themselves from one to three in the seven outcome areas in the beginning of the program year and at the end of the program year. (rating scale: 1=interest/need identified 2=adequate/in process 3=strength)

This was the program's first year implementing the family assessment tool to measure family engagement outcomes. The program was able to create parent and educational activities, provide referrals and individual goal setting based on individual family assessment data and program data. One of the highest area of need/interest for families was English as a Second Language (ESL). To address this need/interest, the program provided ESL classes through partnership with the Willingboro Public Library and Literacy New Jersey on-site at no cost to Head Start families.

The number of unduplicated parents participating in educative activities were 745, of this number 28% exhibited improvement in ability to support their child(ren's) development and learning.

Head Start & Early Head Start

H. The Agency's efforts to prepare children for kindergarten



Head Start & Early Head Start

I. School Readiness

BCCAP Head Start/Early Head Start program is systematically and consistently focused on school readiness outcomes and other outcomes on which school readiness depends. This will be guided by data collection and analysis, with collective ownership of results for children and families, as well as a culture of innovation and improvement for reaching goals in a variety of individual ways. To ensure each child's school readiness, BCCAP Head Start/Early Head Start will increase child outcomes and family well-building. There are 10 strategies to our School Readiness Plan:

Strategy #1: Approaches to Learning

Children will demonstrate an interest in varied topics and activities, desire to learn, creativeness, and independence in learning. Children will demonstrate the ability to begin and finish activities with persistence and attention. Children will demonstrate an interest and engagement in group experiences.

Strategy #2: Perceptual Motor and Physical Development

Children will demonstrate the control of large muscles for movement, navigation, and balance. Children will demonstrate the control of small muscles for such purposes as using utensils, self-care, building and exploring.

Strategy #3: Social & Emotional

Children will demonstrate a healthy relationship and interactions with adults and peers. Children will show the ability to recognize and regulate emotions, attention, impulses, and behavior. Children will demonstrate a healthy range of emotional expression and learning positive alternatives to aggressive or isolating behaviors.

Head Start & Early Head Start

Strategy #4: Language & Communication

Children will demonstrate the ability to comprehend or understand and use language.

Strategy #5: Literacy

Children will show an interest in books and their characteristics, and the ability to understand and get meaning from stories and information from books and other texts. Children will show an awareness that Language and Communication can be broken into words, syllables, and smaller pieces of sound. Children will be able to identify the names and sounds associated with letters .



Strategy #6: Mathematics

Children will demonstrate the understanding that numbers represent quantities and have ordinal properties. Children will demonstrate the understanding of shapes, their properties, and how objects are related to one another. Children will demonstrate the recognition of patterns, sequencing, and critical thinking skills necessary to predict and classify objects in a pattern.

Strategy #7: Scientific Reasoning

Children will demonstrate the skills to observe and collect information and use it to ask questions, predict, explain and draw conclusions. Children will demonstrate the acquisition of concepts and facts related to the natural and physical world and the understanding of naturally-occurring relationships.

Head Start & Early Head Start

Strategy 8#: Family/Community Partnerships

Support parents and families to advance their own learning interests through education, training and other experiences that support their parenting, careers, and life goals. Increase family knowledge and skills utilizing the Parent, Family, and Community Engagement Framework.

Strategy 9#: Health Services

Ensure children have an annual physical exam, dental exam, vision and hearing screening in order to ensure each child is ready to learn and be prepared to enter Kindergarten with all of the health requirements in place for enrollment.

Strategy 10 #: Disabilities

Classified children will be re-evaluated by the Local Education Agency (LEA) and placements determined before entry into kindergarten.



Head Start & Early Head Start

BCCAP Head Start/Early Head Start promotes school readiness by enhancing the social, cognitive, physical, and health development of children through the provision of educational, health, nutritional, social, and other services to enrolled children and families. The program uses an individualized, family focused approach to provide comprehensive child development services. The program has established school readiness goals based on a data driven analysis that is completed after each assessment period to ensure high quality, comprehensive services to children and families.

Each teaching team uses data gathered from parent input, developmental screenings, ongoing observation, and assessment with guidance from the Head Start Early Learning Outcomes Framework and the Creative Curriculum to plan for and individualize the educational approach for all children. The Center-Based program uses Teaching Strategies GOLD, a seamless ongoing assessment system for children birth through Kindergarten. Through the Parent Connect, parents have the ability to view their child's observations, provide feedback to staff, and engage in the planning process. The Early Head Start Home-Based option utilizes the Creative Curriculum Developmental Continuum for ongoing assessment. Home Visitors document observations and individual child development within the comprehensive Child Plus software system.

Observation and documentation is ongoing, assessment of developmental progress recorded at three times (fall, winter, spring) during the program year. Formally, staff will meet with families during Parent Conferences upon the conclusion of the three checkpoint periods. Staff will share the child's portfolio with families which includes Brigance developmental screenings, DECA, "Snap Reports" of their child's development across the domains as well as work samples and photographs of their child engaged within developmental activities and experiences. Collaboratively, families and staff will review and determine areas of progress and areas where improvement may be determined.

Head Start & Early Head Start

BCCAP Head Start/Early Head Start utilizes multiple sources of information for each child's social emotional development and behavior, including Creative Curriculum The DECA (Devereux Early Childhood Assessment), input from family members, teachers, and other relevant staff who are familiar with the child's typical behavior for the following purpose:

- discuss and anticipate children's behavior and social emotional development, including separation and attachment issues;
- identify appropriate responses to children's behaviors;
- discuss how to strengthen nurturing, supportive environments and relationships;
- Help parents to better understand mental health issues;
- Support parent's participation in any needed mental health interventions.

BCCAP Early Head Start and Head Start Staff and families work together, identifying each child's nutritional needs, including those with special dietary needs and children with disabilities. In collaboration with each child's parent, teachers, and other relevant staff, we perform or obtain age appropriate screenings on the child. These screening procedures are also used for early identification or concerns regarding a child's developmental, sensory, behavioral, motor, language, social, cognitive, perceptual and emotional skills. After concerns are identified we consult with parents immediately and assist parents to be active in their child's health care.



Head Start & Early Head Start

Quarterly management meetings including Education Services, Facilities, Family Services, Health Services, Mental Health and Disabilities, Nutrition, and Transportation focus on the data analysis process. Each service area provides results of any applicable monitoring, screenings, assessments, and other crucial information. As a team, the data is evaluated through a school readiness lens. Strategic program planning occurs and is integrated into the Continuous Quality Improvement (CQI) plan. Programmatic changes are made as a result of strategies derived from the CQI to promote school readiness for children and families.



BURLINGTON COUNTY COMMUNITY ACTION PROGRAM

52ND ANNUAL REPORT 2017



For more information about BCCAP and its services, visit the website at:
www.bccap.org

FUNDING SOURCES & PARTNERSHIPS

Burlington County Board of Chosen Freeholders, Burlington County Office of Community Development, Burlington County Office of Human Services, New Jersey Shares, First Book, Fox & Roach Realtors, Education Information Resource Center, Citizens Bank, TD Bank, PNC Bank, Wells Fargo Bank, Beneficial Bank, New Jersey Department of Community Affairs, New Jersey Department of Education, New Jersey Department of Human Services, New Jersey Department of State, New Jersey Department of Children and Families, New Jersey Economic Development Authority, Salvation Army, United States Department of Agriculture, United States Department of Energy, United States Department of Health and Human Services, United States Department of Housing and Urban Development, United Way of Greater Philadelphia and Southern New Jersey, Ellis Family Charitable Foundation, Rotary Club of Moorestown, Franklin Institute, Patricia W. Hill Education Fund, Medford Masonic Lodge



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