

# Hudson Guild: Head Start

## July 2021 – June 2022

### About Us

We are a multi-service community agency serving those who live, work, or go to school in Chelsea, with a focus on those in need.



### Our Mission

To create and sustain a strong, effective community that acknowledges and responds to the potential, achievements and interdependence of its diverse members.

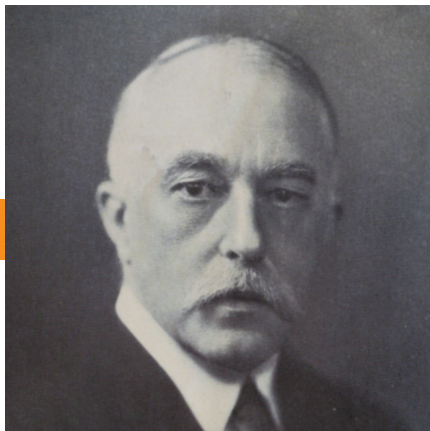


Rooted in and primarily focused on the Chelsea neighborhood, we seek to empower all individuals and families to achieve their highest potential, while maintaining a priority focus on those in economic need.

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### Our Story



In 1895, Dr. John Lovejoy Elliott, a young man inspired by the growing settlement house movement, moved to the tough, working-class neighborhood of Chelsea.



There, he met and encouraged a group of young, rowdy boys to take their fighting off the streets and organize into a boxing club called the “Hurly Burlies.”



These groups merged in 1897 to become the Hudson Guild, which provided a platform for neighbors to organize and improve living conditions.



Over the next few years, Dr. Elliott established numerous programs for boys and girls, working women, and families.

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## Our Response to COVID-19

Based on community needs, on September 21, 2020 we re-opened our in-person learning. We also continued to offer remote services, allowing families to choose which one they preferred. We provided tablets to children to participate in remote learning.

To ensure the health and safety of our staff and participants, we have continued to follow internal and external protocols, as well as city, state and federal guidance. We added hand sanitizing stations at the entrance of and throughout every center. Maintenance staff have received additional training and specialized equipment to properly disinfect our facilities. All adults, including staff members, entering any of our facilities must participate in a health screening prior to doing so. Hudson Guild also kept a daily record of every staff member and participant who entered our facilities. Hudson Guild instituted a vaccine mandate for all staff, volunteers, and interns, as well.

We developed a COVID-19 Policies and Procedures Manual outlining our response, including guidelines for re-opening and resuming congregate services, telework, and how to respond to a positive case among staff or our participants. All staff members must participate in up to 10 hours of training which covers the progression of COVID-19, its symptoms, and how to best limit its spread. Program Staff must participate in the following additional trainings: Behavioral and Mental Health Issues Related to Coronavirus and Domestic Violence Issues and Awareness. All staff must continue to wear a mask when entering our facilities and signage has been posted around our facilities to remind staff and participants to adhere to proper hygiene protocols, social distancing guidelines, and the appropriate use of PPE. This manual and an additional safety plan have been placed in each facility.



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## Income & Expenses

Hudson Guild's Head Start program is supported by \$1,728,053 in Federal Head Start funding, and \$431,966 in private grants and contributions, for a total of \$2,160,019.

The budget covers expenses for nearly 45 full time employees for a full 12-month program year. Total personnel costs, including fringe, are projected to total \$1,431,867.

### Additional budget items include:

- \$19,019 In Training and Technical Assistance
- \$2,550 in travel for employees to attend regional and national Head Start and early childhood education conferences and training programs
- \$43,700 for maintenance, classroom and office supplies
- \$148,090 for shared administrative (e.g. accounting) and professional services (e.g. nutrition and mental health consultants)
- \$447,071 for rent, utilities, maintenance and repair, and insurance.





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### Children Served

- We served over 180 children and their families.
- 100% of enrolled children received medical and dental exams.
- During the pandemic, we continued to monitor attendance. As expected, it did drop as compared to pre pandemic years. We had an average attendance rate of 65%. There was a significant increase in attendance as the year went on and it continues to improve.
- 92% of our Pre-K students are moving on to kindergarten performing at or above expectations.



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## Family Engagement

Family engagement activities that occurred from July 2021-June 2022:

### **Home-to-School Connection**

- Family Orientation
- Warmth Drive (Coat Giveaway)
- Parent-Teacher Conferences
- Kindergarten Transition
- Classroom Meetings

### **Family Education Workshops**

- Pedestrian Safety
- Nutrition Series (e.g., Easy Healthy Recipes)
- Mental Health Series (e.g., Coping Through the Holidays)
- Child Development
- Self-Care for Caregivers
- Positive Parenting Strategies

### **Families Involved in Programming**

- Health Services Advisory Committee
- Policy Council & Parent Advisory Committee
- Self-Assessment Team
- School Readiness Committee

### **Community Events**

- Back to School Bash (backpack & school supplies giveaways)
- Fall Harvest Celebration
- Community Haunted House
- Community Thanksgiving
- Turkey & Pie Giveaways
- Christmas Day Family Meal
- Love & Friendship Day Celebration

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### **Preparing Children for Kindergarten and Beyond**

Perhaps the most important outcome of Hudson Guild's holistic approach is our preparation of children and families for the transition to Kindergarten. Our School Readiness Plan is reflective of the needs and expectations of local families, who provide key input into setting learning goals for children in a variety of ways. The program exposes children to social, emotional, cultural, and academic experiences that will enhance their ability to function as active members of multiple communities. The resources, tools and structures employed to meet this goal are developed by listening to families and adapting programming to meet their needs. Our programming blends culturally relevant, developmentally appropriate theory evidence-based practices to engage and better prepare our families and children for kindergarten.

For families of rising Kindergarten students, the program year focuses on developing school readiness skills and achieving developmental milestones. Families participate in a number of activities including a “Kindergarten Night,” where local public, private, and charter schools are invited to share information with parents and caregivers in our program about the various options for kindergarten. Parents and caregivers can also receive assistance in applying to kindergarten.

Families with children who have special needs participate in an additional transition process called the “Turning 5 Process.” Our Health and Disabilities Coordinator and other program staff participate in meetings and follow-up assessments with the Committee on Preschool Special Education to discuss appropriate program placements for kindergarten students with special needs, including specialized settings or mainstream placement.

The progress of all of these children is due in large part to the partnership between the Service Providers (Social Workers, Occupational, Physical and Speech Therapists) and Hudson Guild ECE staff working together, following IEP directives, and progressing on goals leading to an improvement in the child's developmental results. Our staff works with all of our families to ensure continuity of services in the new neighborhoods and help make sure that those going to specialized centers receive all necessary support and services to achieve IEP goals.



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## Preparing Children for Kindergarten and Beyond

Specific school readiness goals for school year 2022/23 include the following:

- 1. Approaches to Learning:** Children will manage their emotions and actions with increasing independence.
- 2. Social-Emotional Development:** Children will express a broad range of emotions, recognize these emotions in self and others, and express care and concern towards others.
- 3. Language & Literacy:** Children will demonstrate early reading comprehension skills, demonstrating their ability to recall/retell a story, and answer questions about a text of increasing complexity.
- 4. Cognitive & General Knowledge:** Children will show foundational math skills by learning to rote count, count or make a group of objects, compare quantities, and connect numerals to quantities.
- 5. Physical Development & Health:** Children will show increasing strength and coordination of fine motor movement over time to effectively manipulate objects and interact with others.