

**Texas City Independent School District
Calvin Vincent Head Start
2008 - 2013
STRATEGIC PLANS**



Texas City Independent School District

Calvin Vincent Head Start Program

MISSION STATEMENT

The mission of Texas City ISD Head Start Program is to recruit and equip eligible Head Start families with the tools and resources that will promote and support them to become responsible and productive citizens in society. The program recognizes the need to increase school readiness, in a cooperative effort with home and community, through the provision of services designed to enhance the development of the whole child.

District Mission Statement

The mission of Texas City Independent School District is to develop students to their fullest potential so they may become responsible, productive citizens in a rapidly changing multicultural society.

Inherent within this mission
is the belief that all students will learn.

The district recognizes the need for a cooperative effort among parents, students, educators, and community. Such shared commitment will make a difference in the lives of the students.

Thus, we believe.....

- Every decision should be made based on what is best for students;
- All students, teachers, parents, and staff must be treated with respect;
- Cultural diversity must be embraced to enhance the learning experiences of our students;
- High levels of performance are expected from all students, teachers, and staff;
- All district personnel have a moral obligation to: Create, maintain, and support a learning environment that is academically, emotionally, and physically safe; Take time to know and understand students and colleagues; Provide opportunities and guidance for students to explore and develop their uniqueness; Deliver high quality instruction that engages each student;
- Learning is directly impacted through staff participation in and implementation of researched-based professional development; and
- Shared leadership and collaboration are essential for our success.

Philosophy

Texas City ISD “Calvin Vincent” Head Start believes that it is important to recruit and equip eligible families to meet the needs of their children, whereas, families will be empowered to strive for self-sufficiency in order to have the greatest opportunity of long-term success.

It is also our belief that through effective collaboration between family, school and the community, Head Start family members will be afforded opportunity to access comprehensive services that will initiate differences in the lives of children and their families over a sufficient period of time.

Historical Perspective

Head Start Programs across the country were established and federally funded to provide comprehensive services in 1965 to low income families with three to five year old children. Since its inception, Head Start programs were designed to help break the cycle of poverty by providing health, education, nutrition, social psychological services to meet the needs of more than nine million children in America. Head Start was enthusiastically received by educators, child development specialists, community leaders, and parents across the nation.

In Galveston County, federal grant funds were initially channeled through Galveston County Community Action Council to establish Head Start programs throughout the county.

In 1965, Texas City Independent School District opened its doors for Head Start to provide an eight week summer program to 60 children on Kohfeldt Elementary campus. Shelma Carlile directed the Head Start program along with the guiding force of Calvin Vincent. In 1969, Head Start was transformed from the Office of Economic Opportunity to Office of Child Development in the U.S. Department of Health, Education and Welfare, and has now become a program within the Administration of Children, Youth and Families at the Department of Health and Human Services.

In Texas City, Head Start became a nine month program on the campus of Booker T. Washington from 1970 to 1985. Services to families included education, nutrition, healthcare, mental wellness, parental involvement and services for disabilities. Limited transportation by van to and from school was also offered to families.

TCISD Head Start Program relocated to Danforth campus in 1985, converged with the state's pre-kindergarten program, offering additional enrollment opportunities to children with limited English proficiency. By the fall of 1989 with a total of 116 students, bus transportation was provided to all students. Texas City Head Start, relinquished from Galveston County Community Action Council funding source, was given delegation to operate Head Start from a new grantee, Hitchcock Independent School District. The program remained on Danforth campus until May of 1993.

In the fall of 1993, Head Start relocated to Roosevelt-Wilson's new facility with four double session classes. The enrollment for Pre-k and Head Start increased over time from 116 to 170 students. Due to the rise of enrollment, additional teachers, aides and coordinators were added to staff.

In 1995, Texas City Head Start along with many other programs throughout the United States, celebrated 30 years of service to their communities. At that time, Calvin Vincent, Head Start Director, was honored for his leadership and many years of dedication to Texas City Head Start Program. In his honor, the Texas City ISD Board of Trustees proclaimed the program to be renamed Calvin Vincent Head Start Program. Mr. Vincent died later in the year, having accomplished much for the children of the Texas City community.

The Calvin Vincent Head Start Program received a grant to support the school district's renovation/addition project to accommodate the expansion of the Pre-K/Head Start Program on Heights Elementary campus. The project was complete in September 1998, and the program relocated to Heights campus.

Presently, the Calvin Vincent Pre-K/Head Start Program offers double sessions, three and a half hours each, to 200 students. The comprehensive services offered includes, but are not limited to education, nutrition, healthcare, services for disabilities, mental wellness, family services and parental involvement.

Texas City ISD Calvin Vincent Pre-K/Head Start Program strives to provide quality services to eligible families of three to five year olds. To ensure the program's effectiveness, the Community Needs Assessment and the 2008 – 2013 Strategic Plan will help to guide the program for the next five years.

Update from the 2007 Strategic Plan

The Community Needs Assessment, self-assessment and strategic plans are the tools used to identify areas in need of improving. After reviewing all aspects of program needs, short and long term goals were set as a guide for success. Some of those goals included.

1. To provide opportunities for non-certified/degreed employees to acquire the necessary training/staff development to become highly qualified in their job responsibilities.
2. To keep 100% parents involved in the education and health status of their children through an established partnership agreement with local providers.
3. To integrate all seats on the buses to child restraint seats.
4. To provide an annual Health/Education Fair to the community, inviting local vendors, health, education, social service and nutrition providers for community awareness.

5. To update technology and maintain monitoring systems, such as, HSFIS, Creative Curriculum, PDAS, etc., in order to continuously assess student progress, teaching staff and program operations.
6. To seek funding to support an attendance incentive program, for parents to redeem “Volunteer Dollars” to purchase selected items attend meetings, trainings and workshops.
7. To collaborate partnerships with area Community Resources to provide parent educational workshops, such as, job training and continuing education classes.
8. Provide parent-child field trips to the library to acquire a rich, literacy environment training.
9. To seek out sponsors to financially support the Reading Is Fundamental (RIF) Program in order to purchase books for every child to take home three times a year.
10. To have parents attend a transition to kindergarten ARD meeting for students with IEPs, and for all parents to participate in transition to kindergarten orientation, registration and school/teacher visitation activities.
11. To update content plans in accordance with revised standards and the Head Start Act.
12. To periodically upgrade and implement systems to track Head Start children and families.
13. To annually provide a Head Start status report to TCISD School Board Trustees.
14. To collaborate with TCISD Special Ed Department for update training for IDEA.

All of the goals were accomplished through the hard work and dedication put forth by staff and community partners.

Community Partnerships

TCISD Calvin Vincent Pre-k/Head Start Program strives to offer quality services through a cooperative effort with the community, gaining support to provide services designed to enhance the program and empower Head Start families. These partnerships include:

Texas City ISD
Texas City ISD Foundation
College of the Mainland
Moore Memorial Library
Galveston County Health District
Children's Dental Universe
Retired Teachers Association of Texas City and LaMarque
Bay Area Volunteers of United Way
Valero Refinery
Sterling Chemicals
JSC Federal Credit Union

Strategic Goals and Objectives

TCISD Calvin Vincent Pre-k/Head Start strives to improve its program and services. The overall approach is to update the Community Needs Assessment and conduct the annual self-assessment to determine the needs of the program. In a planning meeting, goals and objectives are established, and then strategies are ascertained. Once the goals and strategies are decided, they are submitted to the policy committee and the board for input and approval. On the campus of Heights Elementary, the following goals were developed by the committee to address Pre-K/Head Start through 4th grade students and staff.

- I. Produce independent thinkers through an effective curriculum and data driven instruction.**
 - A. Develop and implement a challenging, and up-to-date curriculum appropriately aligned as evidenced by improved student performance on state assessment by Heights 3rd and 4th grade students.
 - B. Increase passing rates of targeted student populations by at least 10% while maintaining 80% passing or higher in all other student populations.
 - C. Increase technology to enhance student learning.

D. Develop and implement instructional methods for bilingual education as evidenced by a 10% increased passing rate on state assessments and an increased number of LEP students with higher scores on TELPAS.

II. Provide quality programs that set high expectations and promote student success.

- A. Reduce retention rates of at risk students and increase attendance rate.
- B. Enhance the gifted and talented program by identifying and servicing more minority students.
- C. Continue to provide counseling to all students through classroom guidance.

III. Provide safe and secure teaching and learning environment while coordinating community responsibilities and communication for crime prevention.

- A. Maintain discipline strategies that change behaviors but do not always remove student from direct instruction as measured by the reduction of office referrals by 10%.
- B. Insure that staff are prepared for emergencies through successful implementation of safety drills through the year.
- C. Identify and correct safety-related issues on campus.
- D. Maintain campus based safety programs/practices.

IV. Maintain a quality, highly motivated, and achievement-oriented staff.

- E. Recruit and maintain high-qualified personnel.
- F. Provide support and growth opportunities that meet the needs of all staff and create incentives that will assist in the retention of outstanding faculty and staff.

V. Actively seek parent and community involvement through effective communication and outreach programs.

- G. Implement effective parent outreach programs that will eliminate barriers of culture, linguistic, and economic diversity.
- H. Provide a school climate that welcomes parents and community and allows for expedient resolution of concerns.

VI. Address the acquisition and operational needs of the district.

- A. Insure that staff is up to date on legal policies, local policies, and administrative procedures.

- B. Review needs to effectively integrate technology into lesson delivery.
- C. Reduce staff absenteeism by 20%.

In June 2008, the following specific areas of need were identified for the Head Start Program; strategies/activities were developed to address those needs.

Strategies/Activities	Begin Date	End Date	Person Responsible	Projected Cost
Upgrade the infrastructure of the building to become conducive to modern teaching and technology needs.	3/31/2009	3/01/2010	District Technology Department	Included in the District's Bond \$4,750.00
To replace and/or upgrade classroom computers for students.	November 2008	Ongoing	Director Technology Department	\$1200 ea.
Make plans to conduct cross grade level teaming to assist in alignment of curriculum. Pre-K/Head Start, Kindergarten and PPCD.	Spring 2009	Ongoing	Teachers	None
To provide teacher researched –based training opportunities throughout the year.	Ongoing		Director	\$1,000
To provide funds and support for teacher assistants to obtain a CDA and/or AA degree.	January 2008	2013	Director	\$1,500 ea.
To continue offering door-to-door transportation, upgrading 3 buses as needed to replace old buses.	January 2010	2013	TCISD Administration & Transportation Department	\$88,000
To provide an annual orientation on Head Start and governing board responsibilities to the TCISD Board of Trustees with quarterly reports provided throughout the year.	August 2008	Annually	Director	None
To develop a collaborative with TCISD PPCD, whereas, Head Start will increase services to students with disabilities, offering a least restrictive environment for students in PPCD classes.	August 2009	Annually Reviewed	Director Special Services Director	None
To improve nutritional services from local resources in order to offer guidance and counseling to parents of children that are under or over weight.	Spring 2009	Ongoing	Health Coordinator Family Coordinator	In-kind

Conclusion

Texas City ISD Calvin Vincent Head Start plans to continue meeting the needs of children and families. We must continue addressing healthy lifestyles with children and families, and assisting families in setting and accomplishing goals. Planning and developing the strategic plan has allowed our program to take an introspective look at our community and how we can better serve low-income children and families, grandparents as well as other caregivers.

We will begin the task of implementing our activities outlined in the plan, striving to accomplish all of our goals. As needed, the strategic plan will be reviewed annually to ensure deliverance of quality services to children and families.

