



2023 – 2024

Annual Report



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MISSION STATEMENT

The Mission of the Geneva City School District is to educate and graduate all students with the essential skills and knowledge to live lives of consequence.



GENEVA
CITY SCHOOLS

Imagine • Believe • Achieve

Program Overview

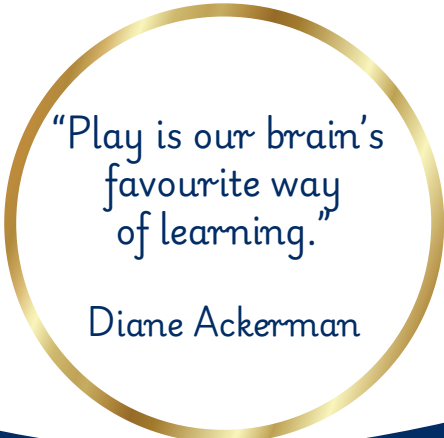
The Geneva City School District (GCSD) is the proud grantee of the Head Start program in Ontario County, providing high-quality early childhood education to 153 children. Our program includes 108 children enrolled at the Geneva North Street School (NSS) Head Start location and a delegate site at the Phelps Community Center in Phelps, NY, which can serve up to 45 children.

In addition to Head Start, the Geneva City School District administers the Universal Pre-Kindergarten (UPK) grant, which supports 119 students across various community sites in Geneva. Altogether, our programs serve 272 children, preparing them for a successful transition to kindergarten and beyond.

Our preschool programs focus on providing children with a well-rounded foundation for lifelong learning. We recognize and value parents and caregivers as their children's first and most important teachers. We aim to support every child's growth by engaging in educational activities and social-emotional skill-building. We encourage families to participate actively in our Head Start family engagement opportunities, fostering a strong partnership between home and school.

We serve children who will be three or four years old by December 1st and meet Head Start and UPK eligibility requirements. Our programs emphasize school readiness, promoting healthy social, emotional, cognitive, and physical development. Best of all, these high-quality educational experiences are provided at no cost to families. Geneva Head Start and UPK offer a nurturing, active learning environment, trusted family support, and nutritious meals, including breakfast, lunch, and snacks. Transportation is available for Head Start students only.

We assess various risk and protective factors during the application process to determine eligibility and prioritize enrollment. Interested families are encouraged to contact us to schedule an appointment and complete an application. We look forward to partnering with parents to support their child's early learning journey!



"Play is our brain's
favourite way
of learning."

Diane Ackerman

Children and Families Served

During the 2023-2024 school year, there were 153 slots available in our Head Start program between our Geneva and Phelps sites. There were 119 students enrolled in our UPK program. Between the two grants, we can serve up to 272 students.

Head Start

NSS = 108

Phelps Community Center = 45

Total Head Start: 153

Cumulative Enrollment: 90

*FPL -Federal Poverty Level

UPK

Happiness House, Jim Dooley, North Street School, YMCA

3-year-olds: 60

4-year-olds: 59

Total UPK: 119

Total Funded Enrollment: 272



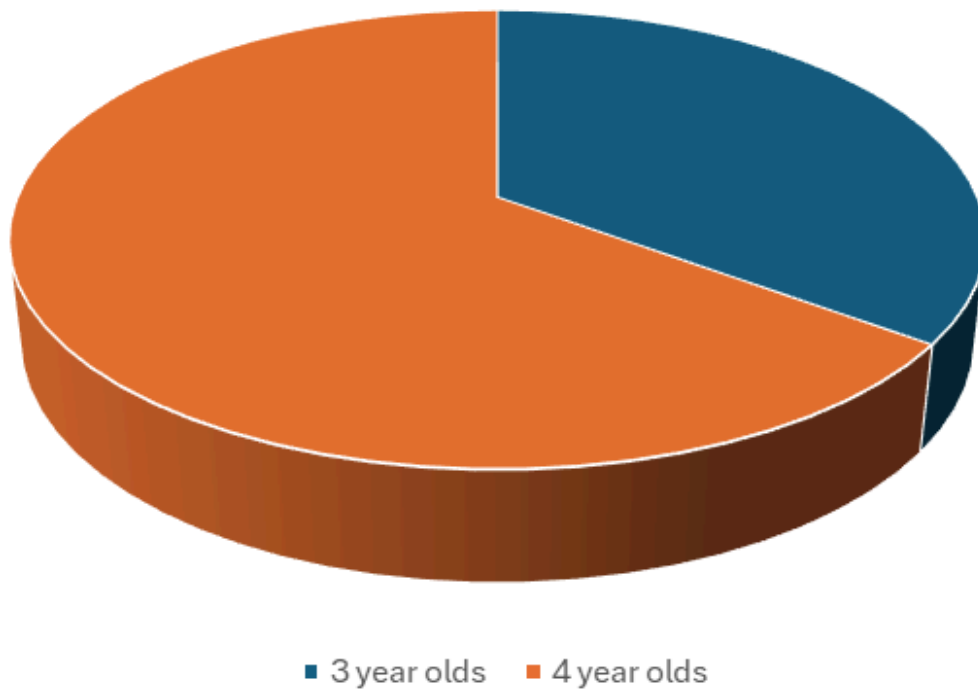
Meals Served

breakfast & lunch = 24,152

**Head Start and UPK data*

Enrollment

Enrollment by Age

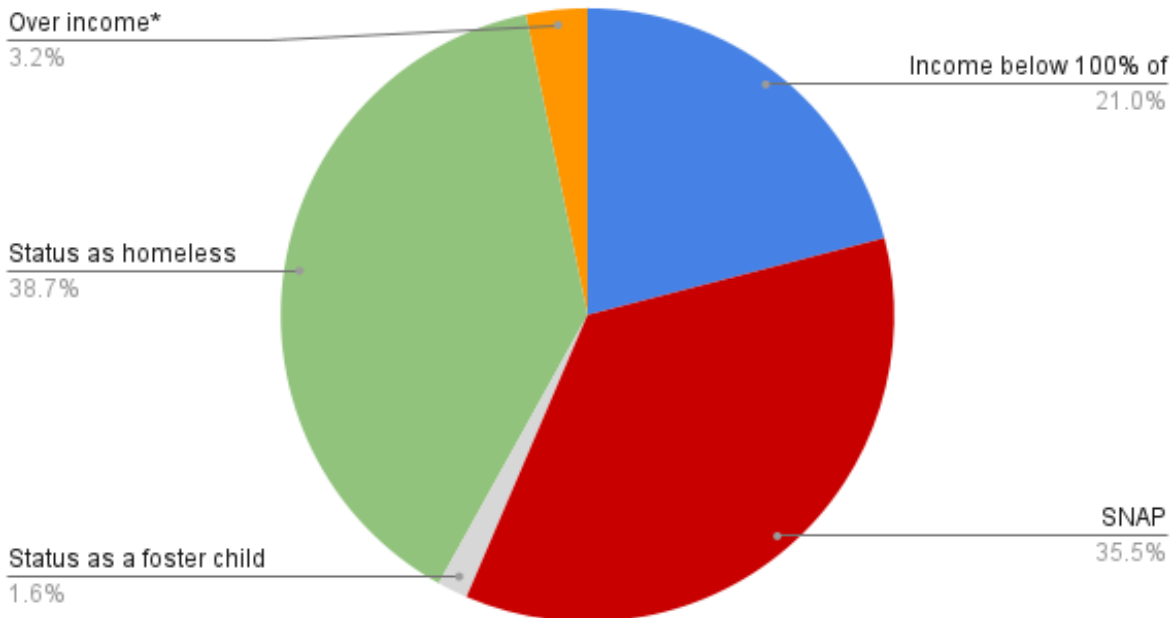


When a vacancy becomes available, we must enroll any foster care or homeless children first. Our priority list tells us who is next on the waitlist based on income and selection criteria, including points in various categories based on identified community needs. We can enroll 10% of over-income families in our funded enrollment, which averages eight over-income families for Head Start.

Types of Eligibility

Head Start programs must use current federal poverty guidelines issued by the United States Department of Health and Human Services (HHS). Many programs across the federal government, state governments, and non-profit organizations rely on these guidelines to determine family eligibility for systems and services. Below is a chart to show families that are below 100% of the poverty guidelines (low income), who receive public assistance like TANF, SNAP, and SSI, children who are in foster care, families that are homeless, families who are over income, and families who are not low income but their income is below 130% of the poverty line.

Eligibility

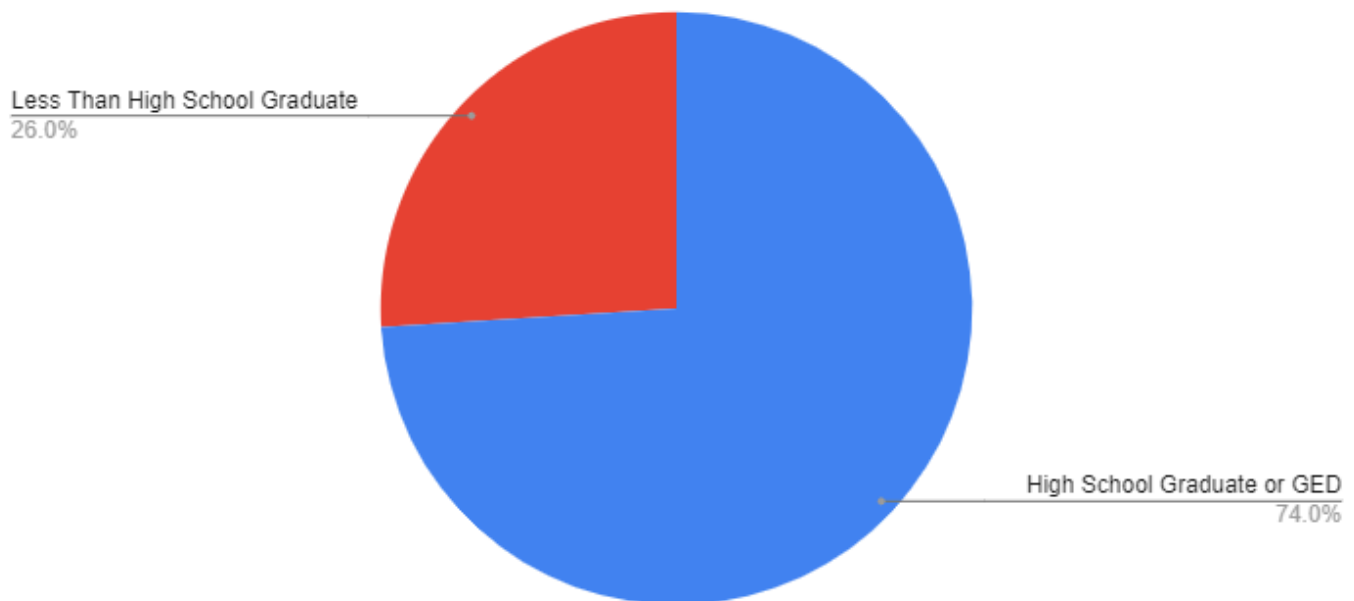


**Head Start and UPK data*

Family, Employment, and Education

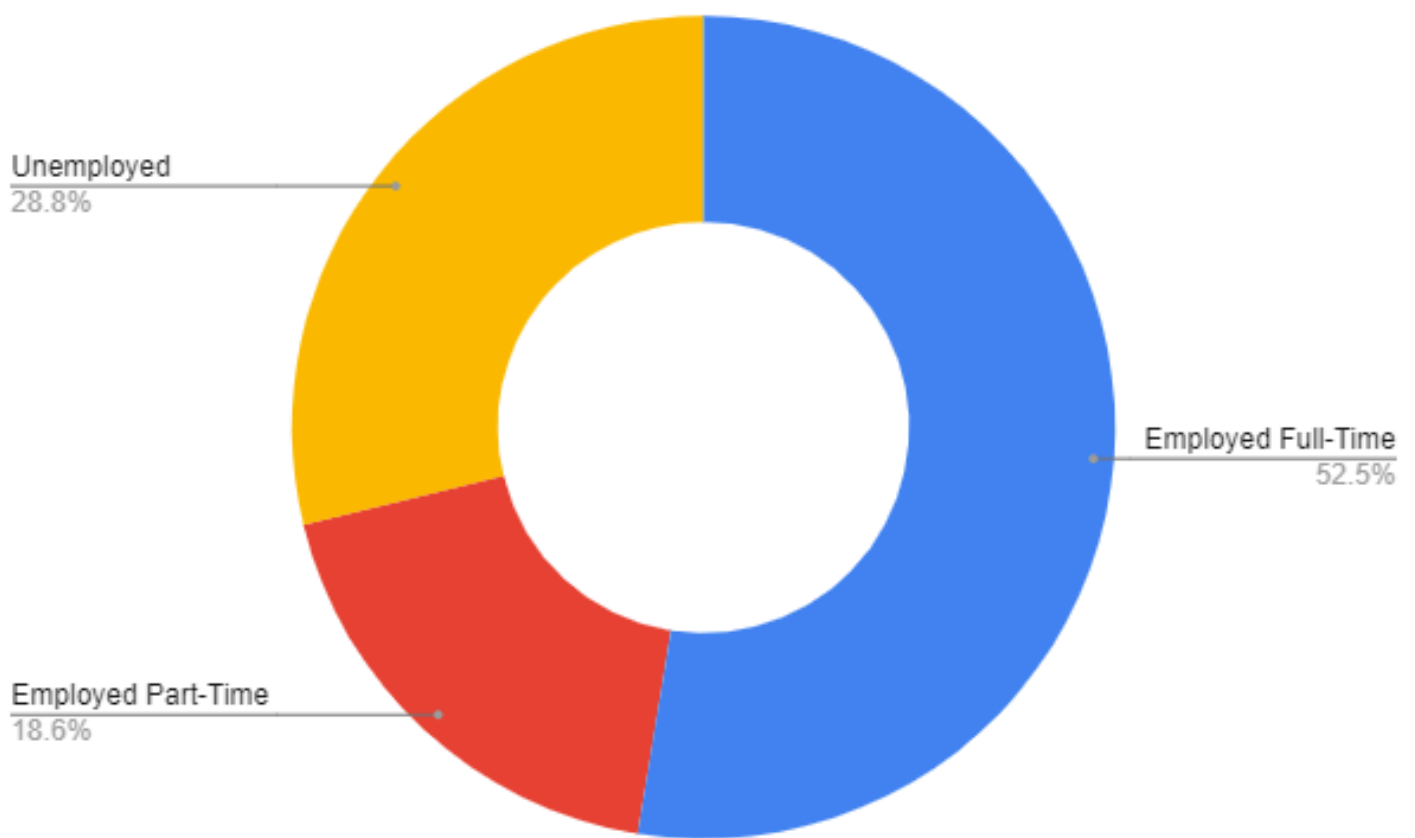
We gather data on children and families using our COPA database. The following charts show data on Parent/Guardian's highest level of education and Parent/Guardian Employment. This information is provided on our applications and entered into our database. According to last year's data, the unemployment rate for our families in our program has decreased from 58.9% to 28.8%, which is a 30.1% decrease.

Parent Education



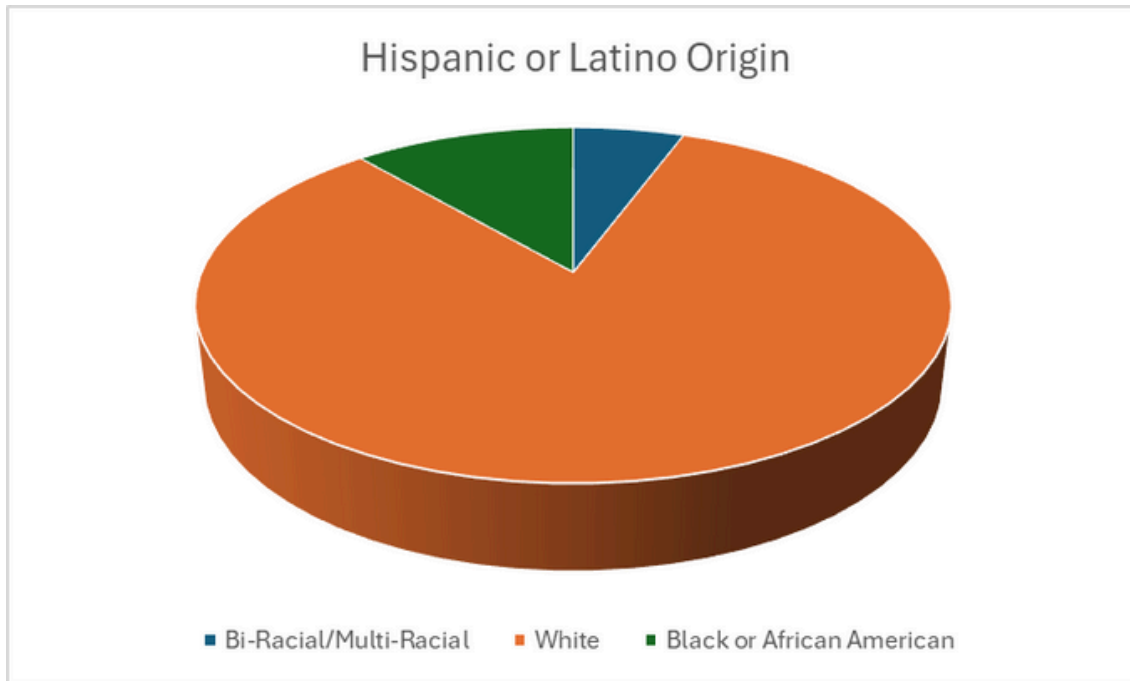
**Head Start data only*

Parent Employment

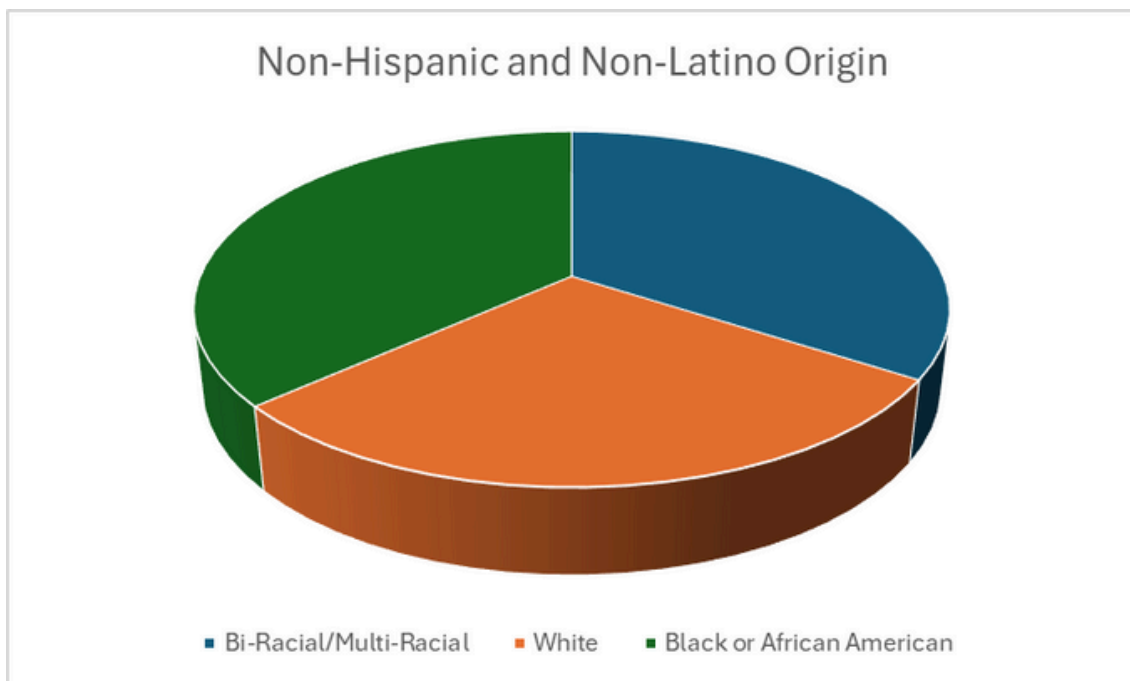


Many of our families continue to use federal or public assistance.

Demographics



Head Start had sixteen students who were learning a second language. We have a staff member who speaks Spanish in each classroom. The greeter at North Street School, our ERSEA Coordinator, and a family advocate all speak Spanish as well.



Services

We provide quality Health and Nutrition services to our children and families as part of the mission of Head Start. 100% of our students receive complimentary breakfast and lunch each day. Our Health and Nutrition Coordinator helps parents establish a medical and dental home for their children or family if needed. They will also assist in making health or dental appointments or obtaining medical insurance if needed.

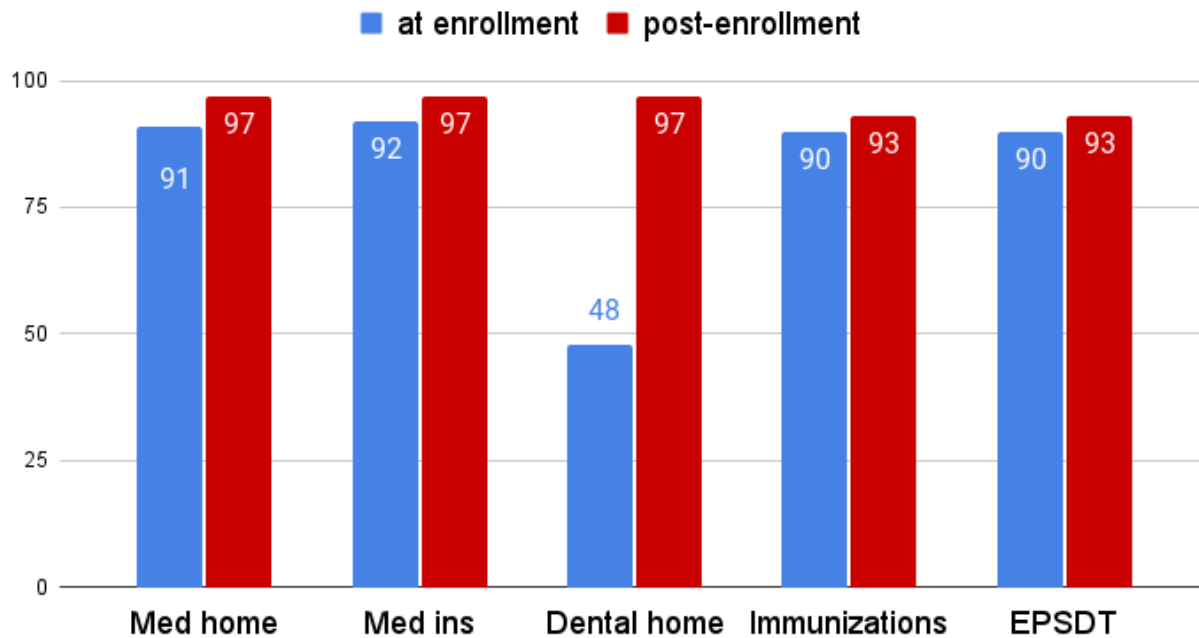
We work closely with Gerry Barker, the Food Service Director of the Geneva City School District, Jason Conrad, the new Food Service Director of Geneva City School District, Dana Burton, a nutritionist, mental health specialists, Ontario County Public Health, and other community members who help us provide these services.

Each family is assigned a Family Advocate. Family Advocates connect parents and families to resources in the community, plan family engagement activities throughout the year, and are home and school liaisons between teachers and families. We have a social worker who monitors students and provides staff training and support with social-emotional learning.

Health Services

- 100% of all children had health insurance (either Medicaid or private) by the end of the year.
- 100% of all children were up to date on all immunizations.
- 100% of all children had accessible dental care provided by an oral health care professional, which includes access to preventive care and dental treatment.
- We used the Plusoptix Vision Screener on all students.
- We used the new Welch Allyn 39500 OAE Hearing Screener on all students.

Health Information



Mental Health Services

Head Start was fortunate enough to hire a full-time Licensed Master Social Worker to provide individual and group therapy to our students. Play therapy is utilized to help students develop social skills, emotional regulation, and to address behaviors that are concerning to both staff and families. Our social worker also works closely with families to provide support and guidance when needed. This includes collaborating with agencies such as Family Counseling of the Finger Lakes, Single Point of Access (SPOA) through Ontario County, and the Community Support Center. We also collaborate with students' pediatricians by providing information about a student's academic performance, social-emotional well-being, and behavior at school.

- Children were referred internally to our social worker who provided both small, weekly group lessons as well as individual play therapy when needed
- Five classroom teachers, home visitors, and family childcare providers received assistance from a mental health consultant through observation and consultation.

Disability Services

Disability services for Head Start and UPK students are provided by local contractors from Ontario County Public Health's Division of Children with Special Needs. We meet internally on each student at least three times a year during Team Meetings. After reviewing data across academic performance, attendance, mental health, health and wellness, and family needs, we assess whether additional steps are necessary to support the student's academic growth. When there are concerns about a child's development, we include the parents in this conversation and determine the next steps for each child. Sometimes, the next step is referring the child to the Committee on Preschool Special Education (CPSE). Once the referral is received, an outside agency, such as Happiness House, Roosevelt Children's Center, or another agency, will complete any evaluations and diagnoses to see if the student qualifies for an Individualized Education Plan (IEP). Bilingual evaluations are offered as needed through the Victor office of Clinical Associates of the Finger Lakes.

Ten students began Head Start/UPK at North Street School with an IEP for the 2023-2024 school year. During the program year, we referred twenty-two students to CPSE. Sixteen students were evaluated and classified as preschool students with a disability. Two students moved into our program with existing IEPs. Two students who were referred did not get evaluated because the consent was not signed by the parent/guardian or they did not attend their scheduled evaluation. Four students were evaluated and did not qualify. At the end of the 2023-2024 academic year, Geneva Head Start/ UPK at North Street School had twenty students with an IEP.

Students with an Individualized Education Plan by Site

- Geneva HS/UPK (WSS)- 20
- Phelps Community Center- 10
- Happiness House UPK- 15
- Jim Dooley UPK- 8
- YMCA UPK- 1



School Readiness Goals

Head Start focuses on the areas of the Head Start Early Learning Outcomes Framework (HSELOF), which includes the following domains:

Approaches to Learning

Children will follow classroom rules and routines with increasing independence.
Children will maintain focus and sustain attention with minimal adult support.
Children will show interest in and curiosity about the world around them.
Children will use imagination in play and interactions with others.

Language & Literacy

Children will identify letters of the alphabet and produce corrector sounds associated with letters.
Children will demonstrate an understanding of how print is used and how print works.
Children will ask and answer questions about a book that was read aloud.
Children will demonstrate an understanding of narrative structure through storytelling/re-telling.
Children will write for a variety of purposes using increasingly sophisticated marks.

Cognition

Children will know the number names and count sequence.
Children will understand addition as adding to and subtraction as taking away from.
Children will associate a quantity with written numerals up to 5 and begin to write numbers.
Children will understand simple patterns.
Children will identify, describe, compare, and compose shapes.
Children will observe and describe observable objects, materials, organisms, and events.
Children will ask questions, gather information, and make predictions.

Social and Emotional Development

Children will engage in positive relationships and interactions with adults.
Children will engage in positive relationships and interactions with other children.
Children will engage in cooperative play with other children.
Children will use basic problem-solving skills to resolve conflicts with other children.
Children will express a broad range of emotions and recognize these emotions in themselves and others.
Children will manage emotions with increasing independence.
Children will have a sense of belonging to family, community, and other groups.

Children will demonstrate control, strength, and coordination of large muscles.
Children will use perceptual information to guide motions and interactions with objects and other people.
Children will demonstrate control, strength, and coordination of small muscles.
Children will exhibit complex fine motor coordination when using tools to complete tasks.
Children will demonstrate personal hygiene and self-care skills.
Children will develop knowledge and skills that help promote nutritious food choices and eating habits.

Both programs use the (HSELOF) framework and Teaching Strategies GOLD child outcomes assessment data to develop goals.

School Readiness Goals cont.

In addition to these domains, we welcome children and families into the program to help prepare them for their next experience with school. A variety of activities and information are provided to support the transition to kindergarten, such as:

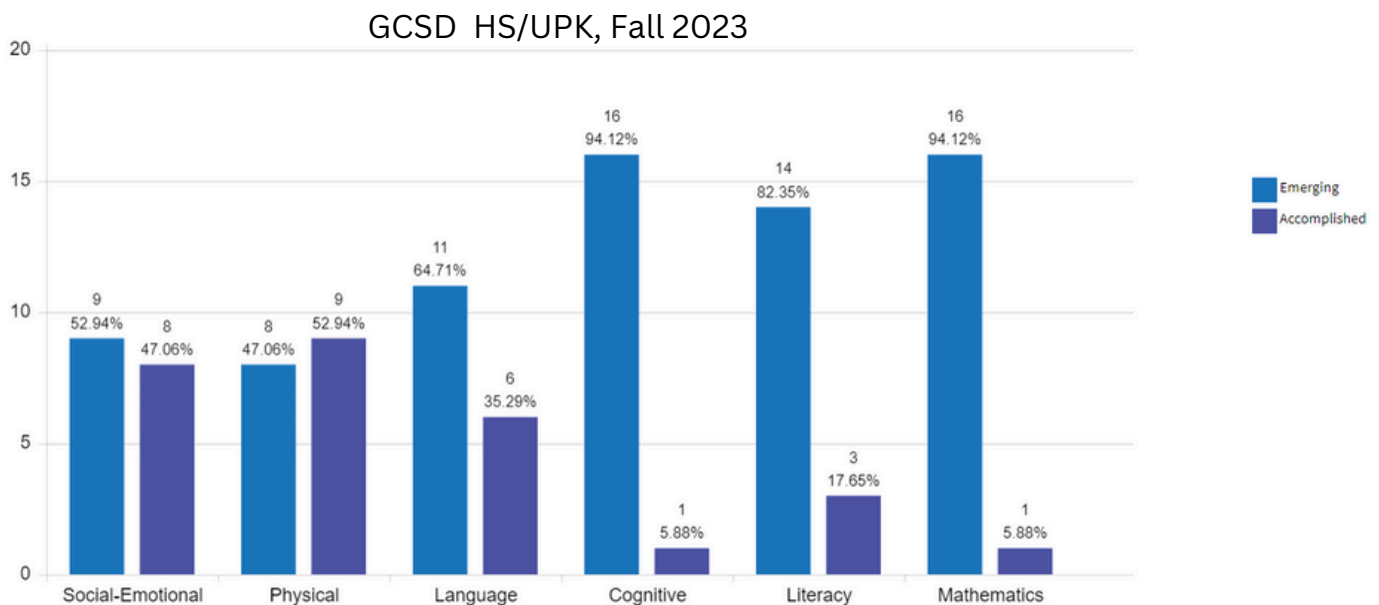
- Orientation and Family Visits
- Open Houses
- Meetings with kindergarten staff, District Personnel, and building Principal
- Kindergarten staff assisted with end-of-year Brigance of all HS/UPK students
- Information sharing and planning with the kindergarten team

Education

During the 2023-2024 school year, students at all sites engaged in three assessment checkpoints throughout the school year. All students were assessed in five learning domains: Approaches to Learning, Language and Literacy, Cognition, Social and Emotional Development, and Physical Development. The following data shows that Head Start and UPK students grew steadily over the school year in all learning domains.

- Geneva School District

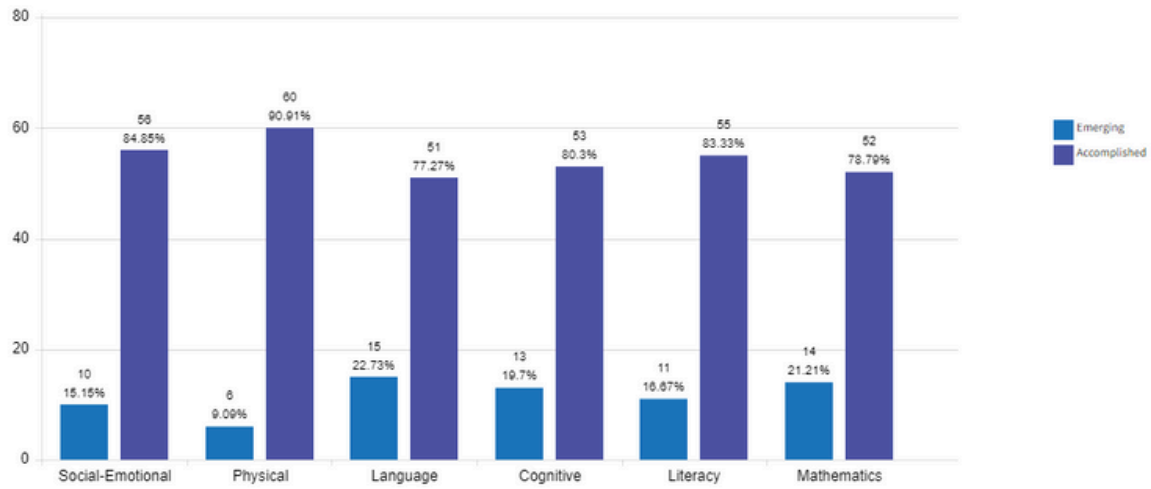
Fall - Kindergarten Readiness



- Geneva School District

Spring - Kindergarten Readiness

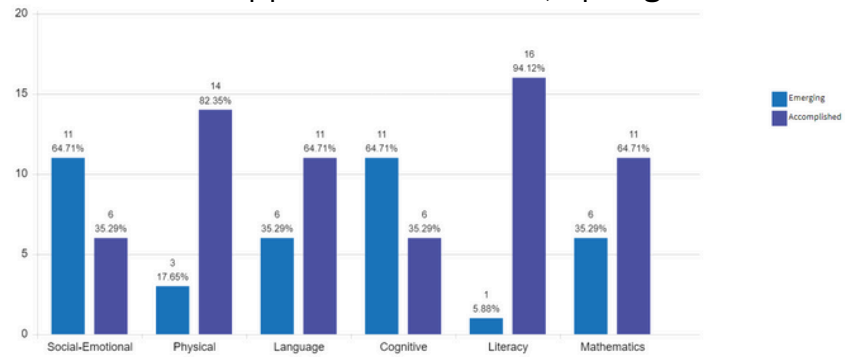
GCSD HS/UPK, Spring 2024



- Geneva School District

Spring - Kindergarten Readiness

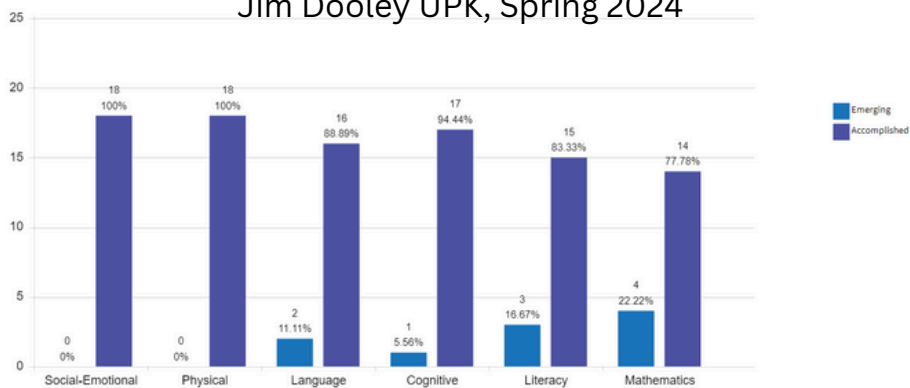
Happiness House UPK, Spring 2024



- Geneva School District

Spring - Kindergarten Readiness

Jim Dooley UPK, Spring 2024



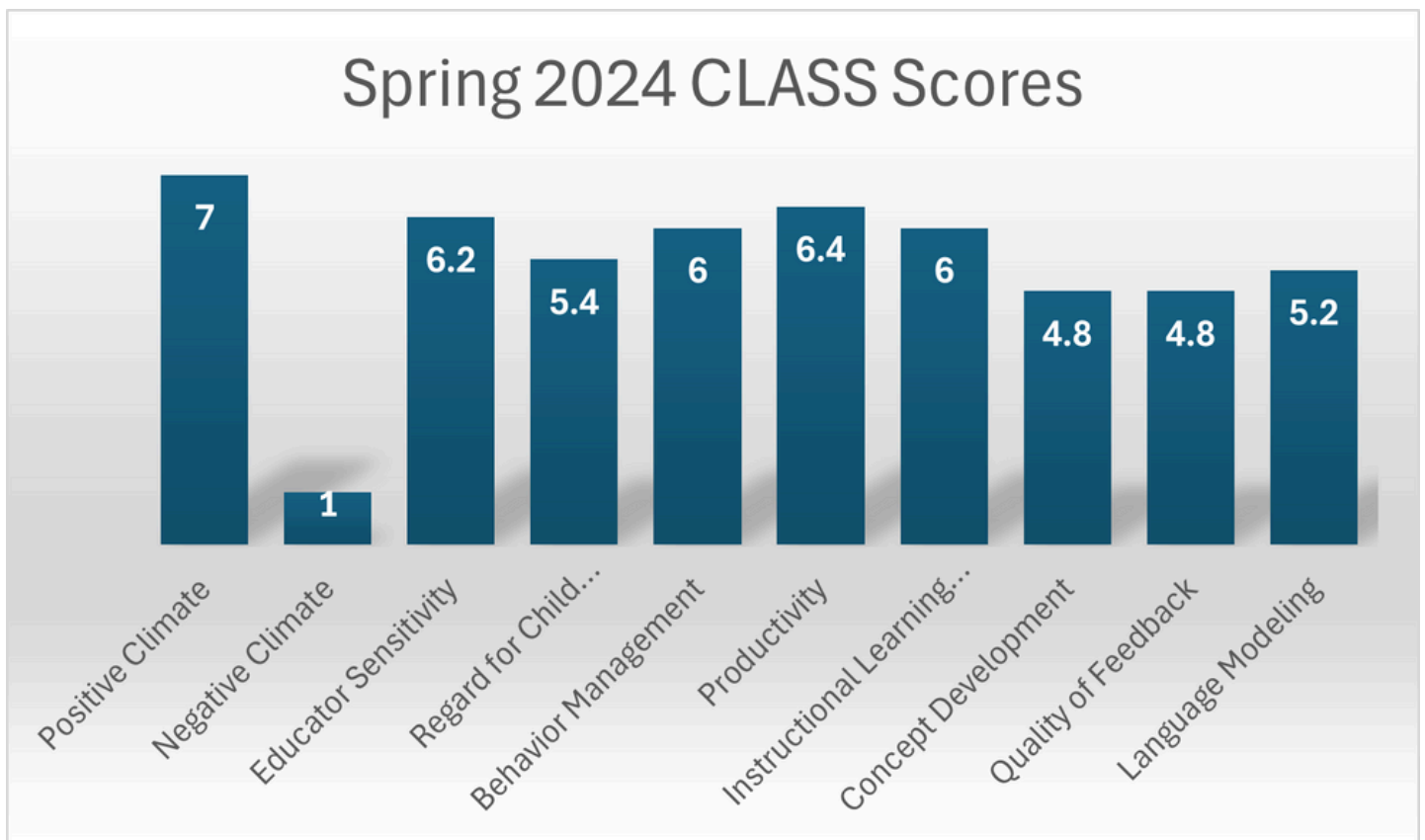
CLASS

Geneva CSD Head Start uses the Classroom Assessment Scoring System™ (CLASS™) 2nd Edition, Pre-K-3rd Grade tool to strengthen teacher-child relationships, improve classroom environments, and provide high-quality teaching practices.

CLASS™ consists of three domains:

- **Emotional Support** includes respect shown by children and adults to each other
- **Classroom Organization** includes appropriate management of child behaviors to achieve productivity in the classroom.
- **Instructional Support** measures teacher behaviors that promote the development of problem-solving, conflict resolution, and independent thinking skills.

The CLASS™ tool continues to be the most reliable assessment instrument as it emphasizes the connection between providing valuable learning opportunities and teacher/child interactions.



Staff Credentials

Teachers

BS or Master ECE or Related Field - 5 out of 5

Teaching Assistants

BS in Education—1 out of 5 T.A.s

Teaching Assistant I - 3

Teaching Assistant II - 0

Teaching Assistant III - 2

Child Development Associate Certificate (CDA) 2 out of 5 CDA, 2 out of 5 in progress

Teacher Aide Credentials

CDA—0

The Director meets with all new hires at 30-60-90 days and one year as part of the onboarding process. These meetings allow time for reflection, goal setting, and review of expectations. These check-ins help to set the new hire up for future success in our preschool program.

Coaching

Betsy Dunham was the Education and Disabilities Coordinator and Instructional Coach for Head Start and UPK. Betsy serviced teachers at all four community sites with curriculum development, implementation, assessments, CLASS observations, and behavior management. She was part of the transition team determining class placement for incoming pre-k and kindergarten students. She supported teaching assistants in obtaining their teaching assistant certification.

Betsy facilitated data analysis with NSS Preschool teachers and community site directors. She used this data to inform community partners about the latest academic data trends that impact the community through her membership on the Geneva 2030 B2K (Birth to Kindergarten) action team.

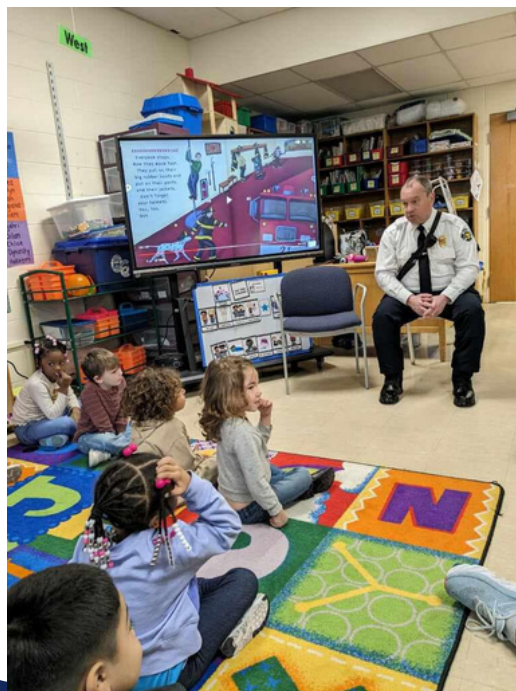
Program Goals & Outcomes

- **Promote a culture of wellness among staff, parents, and children**
 - HWS - We hosted a tutor intern from HWS in the spring semester who was working on her Teaching English to Speakers of Other Languages (TESOL)
 - Sunshine Club provides activities and treats for staff throughout the year
 - Holiday Gathering
 - Bowling
 - Celebrated Hispanic Heritage Month with cultural foods, activities, and a parade
 - Members of the Leadership Team attend Community and Agencies Serving Together (CAAST) meetings
 - Multiple parent engagement activities hosted during the day and in the evening
 - The program social worker offered office hours for staff and families
 - The program was awarded a one-time use grant for a new playground, which was installed in the spring of 2024.
- **Improve how we collect, track, manage, and share data to advance programming and better engage with stakeholders.**
 - Create more time for data-related work (collection, entry, analysis, etc.)
 - Sharing data with the community through the Health Advisory Committee
- **Further, develop our capacity to create inclusive learning environments.**
 - Provide professional development opportunities
 - Active Supervision
 - Restorative Practices (Prek-12)
 - NYSED Mandated Reporter Training on line - Early Childhood Education Training Program (ECETP)
 - Bridges out of Poverty
 - Early Childhood Summit
 - Diversity Equity and Inclusion and Belonging (DEIAB)
 - Quality Stars conducted ECERS observations

Program Strengths

The Geneva City School Head Start and UPK program and delegate agency Phelps Community Center were model programs for a fundamental Head Start tenet: strengthening students and families to support positive outcomes.

- English Language Arts curriculum aligned with the GCSD PK-5th
- Strong community collaborations
- Physical Education and music classes provided by North Street School staff
- Visiting Dental program with Geneva Community Healthy
- Bilingual staff - receptionist/greeter, T.A.s, aides, family advocate, and ERSEA Coordinator
- Disability service is optimized by the Education and Disabilities Coordinator serving as the general education representative to the CPSE (Committee for Preschool Special Education)
- Get Ready to Read Program is funded and supported by Geneva Reads
- Full-time Mental Health Support: Sept-Dec -school psychologist, Feb-June Social Worker
- Strong support of transportation, food services, and high-quality indoor and outdoor spaces for children
- Active Policy Council
- Engaged Board of Education liaison on Policy Council
- Regular Health and Nutrition Collaborative Meetings
- Blended model of Head Start & UPK programming
- Summer School Program offered for 3 and 4-year-olds and students entering kindergarten
- Field trip to the Pick-N-Patch, Rosamond Gifford Zoo, and Willow Bend Farm



Recognition

Cecilia Rodriguez has been a valuable asset to the Geneva City School District for over 21 years. She has shown an unwavering commitment to the Head Start program throughout her tenure, where she has served in various capacities, most notably as the ERSEA Coordinator in recruitment, enrollment, and family support. Her dedication to fostering a diverse and inclusive community and to Spanish-speaking families truly exemplifies her outstanding contributions.

Her bilingual Spanish-speaking talents have enabled her to bridge critical communication gaps and ensure that every family, regardless of their background or linguistic proficiency, feels welcomed and understood. Her consistent efforts go beyond administrative tasks; they embody a genuine commitment to achieving equitable outcomes for all.

Cecilia's efforts exemplify the very essence of having an Impact within a Diverse Community. Her personal connection, combined with her unwavering determination to ensure that every family's needs are met, makes her an outstanding advocate for inclusivity and social justice.



Cecilia Rodriguez was presented with the Impact in a Diverse Community Award. This honor was awarded by Bo Wright, the Superintendent of Geneva City Schools.

Accountability – Quality Assurance and External Review

Monitoring the goals and overview of the Head Start Program is ongoing.

Through regular monitoring, such as self-assessments and improvement planning, data action plans, community assessments, monthly reports, school readiness goals, federal reviews, and fiscal audits, the GCSD Head Start Program and the delegate can maintain a high-quality program while striving for continuous improvement.



Financial Overview

Geneva Head Start operates on federal funds. Head Start's fiscal year is August 1st - July 31st. Universal Pre-K receives state funded.

Proposed Budgets & Expenses

Head Start Proposed Budget FY 2023-2024

Expenditure	Amount
Salaries and Wages	\$752,538.00
Fringe Benefits	\$115,123.00
Total Personnel Costs	\$867,661.00
Supplies	\$68,538
Travel	\$5,000
Purchased Services/Consultants for Community Sites	\$538,262
Other	\$25,641.00
TOTAL DIRECT COSTS	\$637,441.00
INDIRECT COSTS	\$0.00
TOTAL APPROVED BUDGET	\$1,505,102.00

UPK Proposed Budget FY 2023-2024

Expenditure	Amount
Salaries and Wages	\$425,605.00
Fringe Benefits	\$54,436.00
Total Personnel Costs	\$480,041.00
Supplies	\$23,960.00
Travel	\$6,242.00
Purchased Services/Consultants for Community Sites	\$447,115.00
TOTAL DIRECT COSTS	\$957,358.00
INDIRECT COSTS	\$0.00
TOTAL APPROVED BUDGET	\$957,358.00

Family Services

Family Advocates assist in meeting our families' basic, immediate, and specialized needs. They set goals with each family at the beginning of the program year and create action steps for the families to help them reach their goal(s). Families received services throughout the program year: emergency food and clothing, housing assistance, assisting families in entering ENL and GED classes, and education/job training.

Parent, Family, and Community Engagement

We were excited to bring families back in person for parent workshops, orientations, and in-person activities last school year. Below is a list of the parent, family, and community engagement activities we provided in the 2023-2024 school year.

Policy Council:

- The Policy Council is comprised of Head Start parents and outside community members. Their role is to provide leadership and direction to our program, ensuring the delivery of quality services and education to our children and families.
 - Policy Council Leaders
 - Chair - Nicole Lockwood
 - Vice Chair - Ashley Lopez
 - Secretary - N/A - Head Start team assisted in this role

Family/Community Engagement Activities:

- Moving Up Day Ceremony for 4-year-olds
- Thanksgiving Box for 20 families
- Christmas Bags for 40 students
- Harvest Dinner
- Gingerbread Houses
- Sweetheart Dance
- STEAM Night
- Flower Pot Project
- Field Trips (Pick-n-Patch, the Seneca Park Zoo, and Willow Bend Farm)

Volunteers and Community Partners

We continue to have strong partnerships with community agencies that support our Head Start and UPK programs, students, and their families in Geneva, NY. Thank you to all the Head Start staff who support our students and families daily and promote parent and family engagement at home.

- Geneva Reads
- Success for Geneva's Children
- Child & Family Resources Inc.
- Geneva 2030
- Birth to Kindergarten (B2K)
- The Boys & Girls Club
- Hobart and William Smith Colleges
- Finger Lakes Community College
- Finger Lakes Federal Credit Union
- Geneva Public Library
- YMCA
- Happiness House
- Jim Dooley Center for Early Learning
- W.I.C.
- Our Lady of Peace
- Geneva Police Department
- Geneva Fire Department
- Ontario County Workforce Development
- Finger Lakes Community Health
- Rosary Society
- Geneva Community Health Center, School-Based Dental Program
- Community and Agencies Serving Together (CAAST)
- Geneva Food Task Force Committee
- Geneva Housing Authority
- Catholic Charities
- Salvation Army
- Law NY
- Geneva High School National Honor Society
- Geneva High School Lacrosse Team



Thank you!



Geneva Head Start
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Geneva, NY 14456
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Program Governance

Executive Director/Geneva Superintendent
Bo Wright

Program Director
Lorraine Knifley

Director of Business and Finance
Jesse Lambert

Policy Council

Chairperson
Nicole Lockwood

Vice Chair
Ashley Lopez

Community Members
Stephanie Annear
Marsha Foot
Meghan Rogers

Health/Family Service Advisory

Maureen Cunningham

Head Start Delegate

Phelps Community Center
Executive Director – Janie Burgess

Program Governance Board of Education

Stephanie Annear
Kelley Monson
Tara Petrucci
Brian Finnerty
Emily Fisher
Randall Grenier
Rene Grant

