

# Comprehensive Plan 2018-2020

### Introduction

Per First Steps legislation (Section 52-152-70 (A)), each First Steps Partnership Board shall bring the community together to identify the area needs related to the goals of First Steps, develop a strategic long-term plan for meeting those needs, and then develop specific initiatives to implement the elements of the plan while integrating service delivery where possible. The partnership board is responsible for overseeing the implementation of the partnership's comprehensive strategic plan, which shall include direct service provision, contracting for service provision, and organization and management of volunteer programs. In addition, each partnership's comprehensive plan shall include the following core functions:

- a) service as a local portal connecting families of preschool children to community-based services they may need or desire to ensure the school readiness of their children;
- b) service as a community convener around the needs of preschool children and their families; and
- c) support of state-level school readiness priorities as determined by the State Board.

<u>Needs and Resources Assessment</u>: Each local First Steps partnership undergoes a community needs and resources assessment process every three years, in consultation with its local board, staff, clients and partners. A description of this process can be found online at <u>http://scfirststeps.com/fy-17-needs-and-resources-assessment/</u>.

<u>Alignment to State First Steps Priorities</u>: Each local First Steps partnership is a non-profit organization created in legislation in support of the statewide First Steps initiative, which is governed by a state board of trustees and supported by the State Office of First Steps. Each local plan aligns with the priorities of the South Carolina First Steps Strategic Plan, *Vision 2020* (<u>http://scfirststeps.com/resources-and-state-reporting/</u>). These priorities are:

- Increase access to quality early childhood programs and resources
- Enhance leadership development and capacity building
- Strengthen interagency accountability and public-private collaboration

<u>Support for First Steps Legislative Goals</u>: The strategic goals of this comprehensive plan support one or more goals of the First Steps initiative, as defined in state legislation (<u>http://www.scstatehouse.gov/code/t59c152.php</u>):

- 1. "Provide parents with access to the support they might seek and want to strengthen their families and to promote the optimal development of their preschool children;
- 2. Increase comprehensive services so children have reduced risk for major physical, developmental, and learning problems;
- 3. Promote high-quality preschool programs that provide a healthy environment that will promote normal growth and development;
- 4. Provide services so all children receive the protection, nutrition, and health care needed to thrive in the early years of life so they arrive at school ready to succeed; and
- 5. Mobilize communities to focus efforts on providing enhanced services to support families and their young children so as to enable every child to reach school healthy and ready to succeed."

<u>Promotion of South Carolina's Definition of School Readiness</u>: The goals and objectives of this comprehensive plan promote one or more descriptions of school readiness (Ready Children, Ready Families and Caregivers, Ready Schools and Educators, Ready Communities) as defined in South Carolina's Profile of the Ready Kindergartner (<u>http://www.ican.sc</u>), adopted in 2015 by the South Carolina First Steps Board of Trustees and the South Carolina Board of Education as the state's readiness benchmarks.

### South Carolina's School Readiness Description (Profile of the Ready Kindergartner)

#### 1 Ready Children

- 1A Approaches to Learning & Inquiry (10)
- 1B Emotional & Social Development (12)
- 1C Physical Development, Self-Help & Motor Skills (4)
- 1D Language & Literacy Development (24)
  - Listening, Speaking and Understanding (8)
  - Early Reading (12)
  - Early Writing (4)
- 1E Mathematical Thinking (9)
  - o Number Sense (5)
  - Matching, Sorting, Classifying (4)

#### 2 Ready Families and Caregivers

Ready Kindergartners have the foundation of family and caregivers who:

- 2A Provide safe and loving home environments in which children can grow and develop optimally.
- 2B Ensure that their children's pediatric health and dental needs are regularly addressed.
- 2C Create "language rich" homes in which conversation and written literacy are modeled daily.
- 2D Ensure that their young children receive adequate rest and a healthy diet.
- 2E Expose young children to regular and varied learning experiences in and out of the home.

#### 3 Ready Schools and Educators

Schools and educators for the Ready Kindergartner:

- 3A Understand that each child develops on a unique timeline.
- 3B Are prepared to meet the unique, individual needs of all students.
- 3C Are highly knowledgeable in both child development and the progression of early learning.
- 3D Provide the social, emotional and academic supports needed to advance their students abilities.
- 3E Create emotionally safe and nurturing environments that are free of stress.
- 3F Are equipped to support the needs of their students' parents and caregivers.

#### 4 Ready Communities

*Communities that support the Ready Kindergartner:* 

- 4A Provide access to the resources necessary to ensure good health and optimal physical, social/emotional and cognitive development.
- 4B Create environments in which children:
  - $\circ$  ~ Can grow and develop in the absence of fear, stress, danger and hunger.
  - Have access to needed pediatric, dental and mental health resources.
  - Spend their days in nurturing, language-rich, and developmentally supportive environments (whether a loving home, a high-quality early education setting or both).
  - $\circ$  ~ Are cared for by loving adults attentive to their physical, emotional and developmental needs.

#### Profile of the Ready Kindergartner brochures are available from each local First Steps office. Profile of the Ready Kindergartner resources: <u>http://www.ican.sc/</u>

#### South Carolina's Definition of School Readiness (Section 59-152-25 (G))

"School readiness' means the level of child development necessary to ensure early school success as measured in the following domains: physical health and motor skills; emotional and social competence; language and literacy development; and mathematical thinking and cognitive skills. School readiness is supported by the knowledge and practices of families, caregivers, healthcare providers, educators, and communities."



Profile of the Ready Kindergartner brochure



Aiken County First Steps (ACFS) completed its most recent needs and resources assessment in December 2016. This intensive assessment had two components – identification of existing community resources and determination of county-wide needs using both an agency survey and a community survey. The top unmet needs identified for programs, services and collaborations in our county that promote school readiness include:

- 1. Community awareness families don't know what services are available
- 2. Mental health services
- 3. Barriers to access: transportation, availability of services particularly in rural areas
- 4. Early learning services for underserved populations: low income families not on TANF (child care voucher) or Medicaid eligible (4K), Latino families, Children in transition with DSS, and Rural families.

Specifically using the information from this needs and resources assessment, the ACFS Partnership Board and staff started work in the fall of 2017 to develop a 3-year comprehensive plan. The Board and staff participated in the first strategic planning session to review and revise the current vision and mission statements and to determine the core values for ACFS. A program assessment for each of the strategies currently funded by ACFS was provided for the Board's review and a second strategic planning session, in collaboration with the Focus on Five Early Learning Campaign took place where strategic goals and outcomes were determined.

Through this intense reflective process, the ACFS Partnership Board, staff and its partners also determined that there are additional readiness areas that are underserved in our community. These areas include support for early care and education programs (especially child care) when students speak another language and the need to develop closer relationships with early intervention providers, like BabyNet, speech language pathologists, etc. to refer families to ACFS for services, particularly if they aren't eligible for (BabyNet) or school district special education services.

As Board Chair, it continues to be an honor to work with dedicated, committed and goal oriented colleagues who continue to strive to give the Children of Aiken County our finest, so they can become the future of Aiken County. "*Yes, WE Can so THEY Can!*" We are confident moving forward with our 3-year Comprehensive Plan with the strategies as outlined.

Thank you to our state office staff, community partners, legislative delegation, vendors, Board members, staff and families for their support of Aiken County First Steps.

This plan was approved by the Aiken County First Steps Partnership Board on January 22, 2018.

Barbara Sanders, Board Chair, ACFS

Marcia L. Nash, Executive Director, ACFS

#### VISION

Communicates the desired future we seek for the community we serve.

SC First Steps Vision 2020 Vision Statement

Every South Carolina child will be prepared for success in school.

The Aiken County First Steps partnership board adopts the following vision statement for its 2018-2020 Strategic Plan:

**Aiken County First Steps Vision Statement** 

Every Aiken County child will be prepared for success in school.

#### **MISSION**

Describes the purpose that guides everything we do.

SC First Steps Vision 2020 Mission Statement

Collaborating with other entities, First Steps helps South Carolina families and caregivers prepare their children for school success by maximizing public and private community resources to deliver, enhance and expand high-quality early childhood services.

The Aiken County First Steps partnership board adopts the following mission statement for its 2018-2020 Strategic Plan:

#### Aiken County First Steps Mission Statement

Through collaboration, Aiken County First Steps empowers families and caregivers to **prepare their children for school success** by maximizing public and private community resources to deliver, enhance and expand high-quality early childhood services.

#### VALUES

Core values and beliefs reflect how our people – and the organization itself – behave.

Aiken County First Steps Vision 2020 Core Values

- The years of early childhood are a critical window of development during which much of human potential is shaped.
- Families are the single most important influence on the development of their young children.
- The work of supporting families and caregivers is a collaborative effort between state and local stakeholders within the public, private and faith sectors.
- School readiness is the result of a child's development in many areas, with each contributing to the child's success.
- Services must be individualized and adaptable to meet the unique needs of children and families.
- We value, and demonstrate in our collaborative work and advocacy, diverse perspectives in the development of public policy and programs.
- To achieve desired results, services must be high-quality and grounded in strong evidence. First Steps operates within a culture of accountability.

The Aiken County First Steps partnership board adopts the following SC First Steps Vision 2020 core values for its 2018-2020 Strategic Plan.

### **STRATEGIC GOALS**

Strategic goals set the direction for how the organization intends to implement its mission and address the needs of its focus population(s) for the duration of the plan.

#	Aiken County First Steps Strategic Goals, 2018-2020	FS Legislative Goal(s) Addressed (Abbreviate as Goal 1, 2, etc.)	Profile of the Ready Kindergartner Benchmark(s) Addressed (Abbreviate as 1A, 2B, etc.)
1	Increase numbers served from rural areas by engaging the local communities by asking community members what they need, not just telling them. (all programs)	Goals 1-5	3B, 4A, 4B
2	Increase community engagement (involvement in First Steps) – in terms of time, money, clients, collaborations, and in-kind support.	Goal 5	4A, 4B
3	Support the early childhood workforce through quality training, incentives, and working with administrators and child care directors.	Goal 3,5	3C, 3F
4	Empower families using a strengths-based/asset-based approach, not a deficit approach. Build trust.	Goal 1	2A, 4B
5	Engage and mobilize the community to promote early childhood education programs county-wide.	Goal 5	4A,4B

### Aiken County First Steps Partnership

## 2018-2020 COMPREHENSIVE PLAN

Organized by the partnership's current and proposed programs and services, as well as the core functions common to all First Steps partnerships (serving as a local portal connecting families of preschool children to services; serving as a community convener in support of the needs of preschool children and their families; and supporting state readiness priorities).

#### Local Portal

Aiken County First Steps will connect families of preschool children to services designed to strengthen families and promote optimal child development (State Priority: Core Function).

<b>Objective</b> Each objective addresses one or more priorities of the SC First Steps Strategic Plan, <i>Vision 2020</i> : 1) Increase access; 2) Build capacity; 3) Strengthen interagency accountability & collaboration	In Support of Partnership Strategic Goal(s) (Abbreviate as 1, 2, etc.)	Success Metrics Evidence for demonstrating progress, or achievement, of this objective (assessments, surveys, evaluations, focus groups, or other documentation)	Action Items Major activities to be initiated in support of the objective (to be operationalized by staff and partners)
Baby's First Teacher Initiative: Increase the number of new moms needing referrals and connect them to the services they may want and need. Develop, produce and distribute public education materials to promote our partnership's mission and inform the public of available resources.	1,2,4	New moms served report, number of new moms connected, number of early literacy bags given, sign in logs	<ul> <li>Action: Board, staff and partners will visit new moms and make needed connections.</li> <li>Action: Quarterly Newsletter to be made available.</li> </ul>
Connect families of preschool children to CTK services to ensure the school readiness of children. Increase access and improve the quality of services through the expansion of Countdown to Kindergarten program to serve 50 children.	1,2,3	Assessments, surveys, other documentation per the SCFS Data System	<ul> <li>Action: Start recruiting teachers and identifying children/families in April 2018.</li> <li>Action: Provide a Parent and Teacher workshop prior to start date.</li> </ul>

### **Community Education and Outreach**

Aiken County First Steps will increase understanding in the community of school readiness domains and assessment, and "what works" to help young children succeed, and will make information easily accessible in all communities and for all families. (State Priority: SCFS Strategic Plan)

<b>Objective</b> Each objective addresses one or more priorities of the SC First Steps Strategic Plan, <i>Vision 2020</i> : 1) Increase access; 2) Build capacity; 3) Strengthen interagency accountability & collaboration	In Support of Partnership Strategic Goal(s) (Abbreviate as 1, 2, etc.)	Success Metrics Evidence for demonstrating progress, or achievement, of this objective (assessments, surveys, evaluations, focus groups, or other documentation)	Action Items Major activities to be initiated in support of the objective (to be operationalized by staff and partners)
Strengthen interagency accountability & collaboration through the Focus on Five-Early Learning in Aiken County and Babies First Teacher in Aiken County.	1,2,4	Focus on Five assessment findings, new moms served report, number of new moms connected, number of early literacy bags given, sign in logs	<ul> <li>Action: Continue to support the Campaign Goals and Priorities of Focus on Five</li> <li>Action: Early Learning awareness and school readiness information to community stakeholders and private providers/community based settings in March 2018</li> <li>Action: Campaign Celebration during the Week of the Young Child 2018</li> </ul>
Develop, produce and/or distribute public education materials to promote partnership's mission and inform the public of available resources.	1	Surveys, other documentation	<ul> <li>Action: Provide information on ACFS to local community service providers</li> <li>Place brochures/flyers in locations accessible to families with risk factors</li> </ul>
Sponsor, co-sponsor and/or participate in community events that reach our target audience, encourage community engagement and create public awareness.	2	Community agency surveys Attendance at events	<ul> <li>Action: Continue SCECA/SCAEYC collaboration</li> <li>Action: Continue ACPSD collaboration</li> </ul>
Educate and engage local and state policymakers and other community leaders on the local impact of First Steps.	2	Community agency surveys, Attendance at events	<ul> <li>Action: Send Annual Report to legislative delegation, state, and local leaders</li> <li>Action: Meet face-to-face with legislative delegation at least yearly – invite to board meetings/open houses</li> <li>Action: Send survey to local agencies to ascertain their knowledge of First Steps services.</li> </ul>
Network, coordinate and convene local stakeholders to collaboratively build a system of care for early childhood.	2	Surveys	<ul> <li>Action: Continue to support the Campaign Goals and Priorities of Focus on Five</li> <li>Action: Continue to support PEP Priorities.</li> </ul>

### Mobilizing Communities on Providing Enhanced Services to Support Families and their Young Children

Aiken County First Steps will serve as a community convener to address the needs of preschool children in the community, in support of state readiness priorities (State Priority: Core Function).

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Support 4K and BabyNet within the local community by providing assistance to the child care providers we work with through our QE program additional services as needed or necessary.	3	Referrals, assessments, other documentation	<ul> <li>Action: Attend BabyNet meetings</li> <li>Action: Visit 4K classrooms as needed or necessary.</li> </ul>
Support the BFT Partners in enhancing the vision (ACPSD, Aiken Regional Hospital, Public Education Partners, and the Aiken County Educators Association-Retired) and to continue to successfully implement the <b>"Babies First Teacher</b> " Initiative.	1,2,4	Focus groups, Referrals, assessments, other documentation	<ul> <li>Action: Continue to attend meetings</li> <li>Action: Continue to participate in visiting new moms.</li> </ul>
Support the Focus on the First Five-Early Learning in Aiken County Campaign Goals.	1,2,4	Assessments, focus groups	<ul> <li>Action: Continue to attend meetings</li> <li>Action: Participate in the planning of the campaign.</li> </ul>

#### **Parents as Teachers**

**Description:** The PAT program seeks to help clients through a Home Visitation Model based on Parent Child Interaction, Development Centered Parenting, and Family Well Being. **Integration:** PAT is integrated with our Child Care Scholarship, Quality Enhancement and Countdown to Kindergarten programs. In addition, the program is integrated with the Aiken County Public School District's Adult Education and ESL programs.

**Collaboration:** The Aiken County First Steps PAT program collaborates with the Aiken County School District's Early Learning Center, at the Freedman location, and the Byrd Learning Center Adult Education location. We also collaborate with the Clemson Extension Nutrition program, Molina Healthcare, and Safe Kids South Carolina.

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Increase the numbers of families served by 5 by the end of 2020 and retain at least 75% of clients for at least 2 years, pursuant to national model guidelines.	1,4	Recruitment/connection results, surveys, other PAT documentation	<ul> <li>Action: Increase First Steps presence in rural and other areas of Aiken County.</li> <li>Action: Increase visibility in agencies serving families</li> <li>Action: Provide valuable incentives for participating in all aspects of the program.</li> </ul>
Increase connections for families to needed services	1,2	Connection results, surveys, other PAT documentation. Provide presence at local agencies that serve families.	<ul> <li>Action: Increase connections, document and follow-up.</li> <li>Action: Set up a First Steps table as often as needed at local agencies in Aiken County.</li> </ul>
Remove transportation as a barrier to families participating in PAT services.	1,4	Assessments, surveys, evaluations	<ul> <li>Action: Purchase transportation vouchers/tickets.</li> </ul>
Follow up with families from Babies' First Teacher to enroll them in PAT.	1,2,4	Assessments, surveys, evaluations	<ul> <li>Action: Follow-up with interested families needing services.</li> <li>Action: Continue to participate in the BFT visits of new moms.</li> </ul>

### **Facility Quality Enhancement**

**Description:** ACFS provides Onsite Intensive Technical Assistance (TA). TA service is provided twice a month to providers. ACFS providers to remain in the program until they receive the quality level they desire.

**Integration:** The QE strategy collaborates with other agencies and organizations serving providers in order to coordinate and enhance services.

**Collaboration:** In developing our QE efforts, we coordinate our efforts with other state/ community level entities offering similar services in the county; we collaborate with CCR&R, the Inclusion Collaborative, and Success by 6. The QE centers receiving services must also be working with ABC Licensing.

<b>Objective</b> Each objective addresses one or more priorities of the SC First Steps Strategic Plan, <i>Vision 2020</i> : 1) Increase access; 2) Build capacity; 3) Strengthen interagency accountability & collaboration	In Support of Partnership Strategic Goal(s) (Abbreviate as 1, 2, etc.)	Success Metrics Evidence for demonstrating progress, or achievement, of this objective (assessments, surveys, evaluations, focus groups, or other documentation)	Action Items Major activities to be initiated in support of the objective (to be operationalized by staff and partners)
Increase the number of child care facilities served per year by 2 by the end of 2020. Centers served will participate in the program for at least 24 months.	2,3	Assessments, surveys, evaluations	<ul> <li>Action: Provide Center MOAs</li> <li>Action: Bi-weekly TA</li> </ul>
Complete ERS assessments on 1/3 of classrooms in participating centers each program year and see at least a .5 increase in average score from pre-assessment to post-assessment.	2,3	Assessments and scores	<ul> <li>Action: Complete ERS assessments on focus classrooms each year</li> <li>TA will conduct on-site visits at least twice monthly addressing ERS scores</li> </ul>
Complete quality assessment at beginning of the program year for center directors and each employee of participating centers and complete a Quality Improvement Plan (QIP) based on core competencies.	2,3	QIP's, Staff MOA's	<ul> <li>Action: ED will provide MOA for each staff member outlining QE expectations.</li> <li>TA will complete quality assessments during first quarter of program year</li> <li>TA will conduct on-site visits at least twice monthly with employees and director, specifically addressing lower scoring areas in the QIP.</li> </ul>

### **Training and Professional Development**

**Description:** ACFS works in conjunction with other state/community level entities to provide high quality, certified training and support for child care directors and staff. **Integration:** The ACFS Quality Matters Training Initiative is integrated with the ACFS Facility Quality Enhancement strategy. ACFS will provide at least eight hours of high-quality certified trainings stemming directly from the provider's Quality Improvement Plan to each 601-center staffer. The Quality Improvement Plan is based on needs from each provider ITERS/ECERS Assessment Score.

**Collaboration:** Collaborating Partners: Edgefield, Saluda, & Newberry County First Steps, SC Child Care Resource and Referral, SC Child Care Inclusion Collaborative, Aiken County School District, YMCA Head Start Academy, Children's Place, Aiken Technical College, SCECA, District VI, CCCCD, United Way Success by Six (Annually)

<b>Objective</b> Each objective addresses one or more priorities of the SC First Steps Strategic Plan, <i>Vision 2020</i> : 1) Increase access; 2) Build capacity; 3) Strengthen interagency accountability & collaboration	In Support of Partnership Strategic Goal(s) (Abbreviate as 1, 2, etc.)	Success Metrics Evidence for demonstrating progress, or achievement, of this objective (assessments, surveys, evaluations, focus groups, or other documentation)	Action Items Major activities to be initiated in support of the objective (to be operationalized by staff and partners)
Increase follow-up efforts with QE and non-QE training attendees.	3	Follow-up surveys	<ul> <li>Action: Provide resources to all participants based on training topics and training survey responses.</li> <li>Action: Send follow-up surveys within 60 days of end of workshop to QE attendees.</li> </ul>
Advance staff knowledge and skills through training to implement best practices in the classroom.	3	Training surveys	<ul> <li>Action: Provide training based on yearly child care training survey and QIP lower scoring areas.</li> </ul>
Make 5-hour trainings in the same topic area to align with CCCCD requirements.	3	Training rosters	<ul> <li>Action: Plan trainings to fit the needs of the participants if possible.</li> </ul>

### **Child Care Scholarships**

**Description:** The Scholarship Program provides families with an \$80 weekly scholarship to help with the cost of child care. The scholarship is for 49 weeks per year. Scholarship children can participate in this program starting at 6 weeks and continuing to age 5.

Integration: The Scholarship Program is integrated with our Quality Enhancement, Training and Parents as Teachers Programs. Clients receiving scholarships must attend the child care centers receiving Quality Enhancement, attend parent training, and (if applicable) participate fully in the PAT program.

Collaboration: Security Federal, Aiken County School District/ Freedman Early Learning Center, Child Care Centers

<b>Objective</b> Each objective addresses one or more priorities of the SC First Steps Strategic Plan, <i>Vision 2020</i> : 1) Increase access; 2) Build capacity; 3) Strengthen interagency accountability & collaboration	In Support of Partnership Strategic Goal(s) (Abbreviate as 1, 2, etc.)	Success Metrics Evidence for demonstrating progress, or achievement, of this objective (assessments, surveys, evaluations, focus groups, or other documentation)	Action Items Major activities to be initiated in support of the objective (to be operationalized by staff and partners)
Increase parent participation at training sessions by offering valuable incentives.	2,3,4	Documentation, sign-in forms	-
Increase percentage of clients connected to other services and supports to at least 50%.	2,3,4	Documentation, follow-up	<ul> <li>Action: Make sure staff are entering information in the data system of referrals and connections</li> </ul>

#### **Countdown to Kindergarten**

**Description:** CTK families receive 5 visits, with the 6<sup>th</sup> visit being a visit to the child's school. These visits take place on a weekly basis for up to one hour. Clients are expected to participate in the 6 visits in order to achieve the desired outcomes.

Integration: CTK, which is operated in-house, is integrated with other strategies of the local partnership, such as Parents and Teachers, Scholarships, and Parent workshops.

**Collaboration:** Collaborating partners for this strategy include the Aiken County Public School District (provides classroom space for visits at all participating schools), Public Education Partners (provides match funding), McDonalds (provides space for CTK celebration and door prizes for the children).

<b>Objective</b> Each objective addresses one or more priorities of the SC First Steps Strategic Plan, <i>Vision 2020</i> : 1) Increase access; 2) Build capacity; 3) Strengthen interagency accountability & collaboration	In Support of Partnership Strategic Goal(s) (Abbreviate as 1, 2, etc.)	Success Metrics Evidence for demonstrating progress, or achievement, of this objective (assessments, surveys, evaluations, focus groups, or other documentation)	Action Items Major activities to be initiated in support of the objective (to be operationalized by staff and partners)
Increase the number of children served per year by 5 by the end of 2020. At least 80% of clients served will participate in and complete all 6 sessions of the CTK curriculum.	1,2,4	Assessments, surveys, focus groups, and other documentation	<ul> <li>Action: Increase recruitment efforts in the County.</li> </ul>
Provide transportation to ensure families can get to the elementary school for their CTK visits as needed or necessary.	2,4	Follow-up documentation	<ul> <li>Action: Purchase transportation tickets</li> </ul>
Assure that the majority of CTK participants will be assigned to their home visitor's 5K classroom.	2,4	Follow-up documentation	<ul> <li>Action: Teachers will be given specific instructions on trying to make this happen.</li> </ul>
At least 90% of parents will report satisfaction with program and would recommend this program to others.	1,4	Client satisfaction surveys	<ul> <li>Action: Teachers will give CTK survey at end of program, which includes client satisfaction questions</li> </ul>