



# 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.

Needs and Resources Assessment: 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 <http://scfirststeps.com/fy-17-needs-and-resources-assessment/>.

Alignment to State First Steps Priorities: 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* (<http://scfirststeps.com/resources-and-state-reporting/>). 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

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

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."

Promotion of South Carolina's Definition of School Readiness: 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 (<http://www.ican.sc>), 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)



Profile of the Ready Kindergartner brochure

## 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)
  - 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:
  - 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).
  - 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: <http://www.ican.sc/>**

### 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."

## Vision, Mission, and Values

Source: *Guiding Principles and Best Practices for South Carolina Nonprofits, 4<sup>th</sup> Edition* (TogetherSC, 2017)  
<http://www.togethersc.org/?page=GPBP>

In order to engage in strategic thinking that steers the organization in a **mission-focused direction**, the local partnership board must clearly define its mission, vision and values and use these statements to guide planning and action.

Mission and vision statements capture the essence of your organization's beliefs and values, and define its place in the world. A **vision statement** explains the overall goal of your organization looking into the future, while the **mission statement** outlines the present plan to realize the vision.

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### VISION

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

- The partnership board adopts the SC First Steps Vision 2020 vision statement for its 2018-2020 Strategic Plan

#### Hampton County First Steps Vision Statement

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

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### MISSION

Describes the purpose that guides everything we do.

- The partnership board adopts the SC First Steps Vision 2020 mission statement for its 2018-2020 Strategic Plan

#### Hampton County First Steps Mission Statement

Collaborating with other entities, Hampton County 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.

## VALUES

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

- ☒ The partnership board adopts the SC First Steps Vision 2020 core values for its 2018-2020 Strategic Plan

### Hampton 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.

## 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.

#	<b>Hampton County First Steps Strategic Goals, 2018-2020</b>	<b>FS Legislative Goal(s) Addressed</b> (abbreviate as Goal 1, 2, etc.)	<b>Profile of the Ready Kindergartner Benchmark(s) Addressed</b> (abbreviate as 1A, 2B, etc.)
1	To increase public awareness and financial/in-kind support of the programs and services of Hampton County First Steps in the local community	Goal 1 Goal 2 Goal 4	1D, 1E
2	To increase the reach of programs and services of Hampton County First Steps in order to serve more children and families in the community	Goal 2 Goal 3 Goal 4	2A, 2B, 2D, 2E
3	To improve coordination with other state and community level entities in delivering services to families, referrals, fundraising and recruiting for programs, etc.	Goal 5	3C, 3E

## Hampton 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).

<b>Local Portal</b>			
Hampton 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>	<b>In Support of Partnership Strategic Goal(s)</b> (abbreviate as 1, 2, etc.)	<b>Success Metrics</b>	<b>Action Items</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		Evidence for demonstrating progress, or achievement, of this objective (assessments, surveys, evaluations, focus groups, or other documentation)	Major activities to be initiated in support of the objective (to be operationalized by staff and partners)
Increase the accessibility of Hampton County First Steps to the public through establishing communication channels through multiple mediums including text, phone, FB, website, etc.	Goal 1	Documentation Social followers numbers	<ul style="list-style-type: none"> <li>▪ Create a company website</li> <li>▪ Send out postcards and flyers to promote</li> <li>▪ Create twitter page</li> </ul>
Establish a system to track connections to services for families both for First Steps clients and for the public through a website.	Goal 1 and 2	Web traffic Documentation Surveys	<ul style="list-style-type: none"> <li>▪ Add a tracking system to website</li> <li>▪ Generate a paper form for staff and partners</li> </ul>

## Community Education and Outreach

Hampton 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)

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<p>Increase board member and general public volunteer presence in the community</p>	<p>Goal 3</p>	<p>Documentation of attendees</p>	<ul style="list-style-type: none"> <li>▪ Board retreat (responsibility)</li> <li>▪ Engaging board members in activities</li> </ul>
<p>Increase distribution of public education materials to promote HCFS mission and inform public of available resources by attending more events</p>	<p>Goal 1</p>	<p>Assessments given to parents and caregivers</p>	<ul style="list-style-type: none"> <li>▪ DHEC presence</li> <li>▪ Increase presence at HCFS sponsored events</li> <li>▪ Flyers, cards, mailboxes</li> </ul>
<p>Educate and engage local and state policy makers, county council, and legislative delegation</p>	<p>Goal 3</p>	<p>Documentation</p>	<ul style="list-style-type: none"> <li>▪ Attend county council meetings</li> <li>▪ Invite local and state leaders to all events</li> </ul>

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

Hampton 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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<p>Create and regularly convene an annual Early Childhood Education forum with early childhood education stakeholders from the community to include principals, 4K teachers, Head Start, parents, child care directors &amp; staff by 2020.</p>	<p>Goal 3</p>	<p>Focus group to include individuals listed in the objective</p>	<ul style="list-style-type: none"> <li>▪ Identify community leaders</li> <li>▪ Contact interested parties</li> <li>▪ Regularly attend school board meetings</li> </ul>
<p>Coordinate programs and activities related to the needs of families and individuals in the community</p>	<p>Goal 2</p>	<p>Survey</p>	<ul style="list-style-type: none"> <li>▪ Create a planning committee</li> <li>▪ Implement activities to serve citizens</li> </ul>



## Parents as Teachers

**Description:** Parent home visitation strategies are designed to equip adult clients with the knowledge and skills necessary to promote the school readiness, healthy development and long-term success of their preschool-aged children.

**Integration:** Partnerships shall utilize the Life Skills Progression and/or other formal and informal needs assessments to refer/link families to additional interventions as necessary and beneficial – either simultaneously or as part of a planned, multi-year service continuum. All referrals to other services shall be entered into the First Steps Data System.

**Collaboration:** Hampton County Library; Each PAT affiliate shall convene an advisory committee at least twice yearly.

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<p>Increase the number of families served from 10 to 15 or 20 by the end of 2019 by hiring a new parent educator and expanding recruitment efforts.</p>	<p>Goal 2</p>	<p>First Steps Data System documentation</p>	<ul style="list-style-type: none"> <li>▪ Advertise more door to door</li> <li>▪ Send out post cards/flyers to increase</li> <li>▪ Establish communication connections</li> </ul>
<p>Increase in-kind support for programs by \$5000 by the end of 2020</p>	<p>Goal 1</p>	<p>Documentation</p>	<ul style="list-style-type: none"> <li>▪ Search harder for and apply for grants</li> <li>▪ Raise fundraising efforts</li> </ul>

## Scholarships

**Description:** Unlike federal child care vouchers designed to enable low-income parents to seek and maintain employment, First Steps funded child care scholarships are granted in an effort to promote the healthy development and school readiness of participating children.

**Integration:** Partnerships are strongly encouraged to integrate the provision of scholarships with additional First Steps (or partner organization) strategies and may require participation in these additional services as a condition of funding at the discretion of the Partnership Board.

**Collaboration:** DSS, local childcare centers

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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		Evidence for demonstrating progress, or achievement, of this objective (assessments, surveys, evaluations, focus groups, or other documentation)	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 from 16 to 20 by the end of 2020.	Goal 2	Data documentation	<ul style="list-style-type: none"> <li>▪ Advertising</li> </ul>
Create a survey or other tracking method for gauging parent satisfaction with program by the end of the 2018-2020 fiscal year.	Goal 1	Survey	<ul style="list-style-type: none"> <li>▪ Utilize survey results to make improvements to the program</li> <li>▪ Action</li> </ul>
Create and implement a parent training system for new scholarship parents by the end of 2018-2019	Goal 1	Number of attendees at scheduled events	<ul style="list-style-type: none"> <li>▪ Open participation to PAT Group Connections focused on areas of interest</li> </ul>

## Countdown to Kindergarten

**Description:** Countdown to Kindergarten is a summer home visitation strategy designed to link incoming kindergartners and their families with the individual who serve as their kindergarten teacher during the coming year.

**Collaboration:** Local school districts

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<p>Increase the number of children served from 15 to 30 by the end of 2020</p>	<p>Goal 2</p>	<p>Memorandum of Agreements</p>	<ul style="list-style-type: none"> <li>▪ Schedule meetings with Hampton District 2 superintendent</li> </ul>
<p>Provide additional resources for children that may have developmental delays</p>	<p>Goal 2</p>	<p>Assessments</p>	<ul style="list-style-type: none"> <li>▪ Include ASQ-3 and/or ASQ-2 as requirements to show any growth</li> <li>▪ Calculate results through data</li> <li>▪ Purchase materials for children that require additional resources</li> </ul>

## Child Care Training

**Description:** Child care training strategy provides high-quality training to individuals employed by a child care center or early education field. HCFS offers 20 hours of training locally. Individuals may also obtain up to 10 hours at the annual two-day early childhood conference.

**Integration:** Child care training is integrated with a training plan centered on a research-based curriculum.

**Collaboration:** HCFS collaborates with child care centers who attend trainings, South Carolina Resource & Referral and other certified trainers who provide training, SC-CCCCD (provides funding, class certification) and surrounding First Steps partnerships.

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<p>Increase the number of adults served per year to 25 by the end of 2020</p>	<p>Goal 2</p>	<p>Memorandum of agreements with child care centers</p>	<ul style="list-style-type: none"> <li>▪ Provide on-site trainings for easier accessibility</li> <li>▪ Offer incentives for attendees</li> </ul>
<p>Create an MOA with child care centers who receive child care scholarships from HCFS to ensure that all child care centers receiving scholarship funds also receive training</p>	<p>Goal 2</p>	<p>Documentation</p>	<ul style="list-style-type: none"> <li>▪ Draft letter</li> <li>▪ Plan training based on needs of centers</li> </ul>
<p>Located a central location for training to conquer the barriers of scheduling</p>	<p>Goal 3</p>	<p>Documentation</p>	<ul style="list-style-type: none"> <li>▪ Use existing connections to utilize library space</li> <li>▪ Contact venues about contracting space use</li> </ul>