# Lakes and Pines' Head Start Parent Manual

## 2020-2021





Lakes and Pines C.A.C, Inc. 1700 Maple Avenue East Mora, MN 55051 (320) 679-1800 or (800) 832-6082 www.lakesandpines.org





On behalf of Lakes and Pines and especially the Early Childhood and Family Development Department, I would like to welcome your family to this year's Early Head Start/Head Start Program. As your family begins this year I want you to know that we appreciate your commitment to participate in Early Head Start/Head Start and that we will work with your family to make sure your experience is worthwhile. I believe as the year progresses you will see your child's skills develop and your family will attain the goals that you have developed with staff for your child and family.

We hope to provide you with the skills necessary to make good decisions for your family. We believe strongly in teamwork at Lakes and Pines. Your family will be assigned an Education Staff and Family Advocate. The Education Staff and Family Advocate will work with your family on a number of different things throughout the year. As a co-partner of the team, your family will be able to ask questions, give input, and can expect to be treated as the great partner you are. The staff that works with your family is supported by Administrators and Coordinators for Health, Education, Disabilities/Mental Health, and Family Engagement. These staff primarily support the direct-service staff but are available as resources to your family if you need them. We want you to know you can contact the Central Office any time you need something or if you have questions about the program.

We hope that you will find many of your questions answered within this Parent Handbook and that you will keep it as a reference to be used throughout the year.

Kraig Gratke, Department Director Early Childhood and Family Development



To build prosperous communities by serving local families and individuals in their pursuit of self-reliance.



# PHILOSOPHY

The overall philosophy of the Head Start 0-5 Program is that you, the parent(s), are your child's most important teacher. This is true in early childhood as well as throughout life.



- The two squares represent early childhood by suggesting building blocks
- The vertical stripes represent the child and parent working together
- The arrow pointing up represents stairs by which this can be accomplished
- To represent the U.S.A., the Head Start symbol is colored red, white, and blue.

## **PROGRAM OPTIONS**

## HOME BASED

The 0-5 Home-based Option serves pregnant women and families with children birth to 5 years old in a home-based setting. The Home-Based Head Start model builds on and strengthens families' skills in identifying and meeting the needs of their children. This is done through weekly visits to each family's home. Home Visits include activities chosen by families to be helpful for their child. Time for parents to discuss particular areas of concern such as normal child development or behavior management is included in the visits.

In addition to Home Visits, the 0-5 Home-based Program offers socialization experiences for families to enhance their child's development through exploration and discovery in a classroom environment and to give families the chance to meet other families in their community.



## **PROGRAM OPTIONS**

(Continued)



## **FULL TIME CENTER**

The full time center options are located in Chisago City, Cloquet, and Mora. In these Centers children attend class two days a week in addition to two days a week of distance learning. Class time focuses on building school readiness skills. Open to ages 3-5. Monthly parent meetings, two conferences and two home visits are offered to enrolled families.

## CHILD CARE/FAMILY CHILD CARE

The Child Care/Family Child Care models offer Head Start services integrated with child care in a licensed center or Family Child Care setting for families with parents who are working or going to school. Information on the locations of these sites are available through your Family Advocate or by calling the Central Office. Options are available for children six weeks to five years.

## COMBINATION

Our Combination Option is a combination of our home and preschool center-based options. This option runs in a classroom multiple a week and offers home visits based on the class schedule. These sites run in partnership with the schools where children get a free meal and time in a preschool classroom. The parents drop off and pick up for this three hour classroom experience and once a month attend a parent meeting led by a Family Advocate. Children and parents work together to get ready to be in a school setting. This program is open to children ages 3-5.

## **PART-TIME CENTERS**

The Part-Time Center options are located in Pine City, Hill City and North Branch. Depending on the site, children attend class 2-4 days a week. The hours for children to attend varies with each site. This option runs in partnership with schools where children get a free meal and time in a pre-school classroom. Class time focuses on building school readiness and skills. Open to ages 3-5. Monthly parent meetings, two conferences, and two home visits are offered to enrolled families.

All Program options offer a full range of services including: education, inclusion of children with disabilities, developmental screening, nutrition, health services, family engagement opportunities, family education, identification of family needs and strengths,

and community resources information.

# GETTING TO KNOW THE HEAD START LEADERSHIP

Hello

## DIRECTOR, EARLY CHILDHOOD AND FAMILY DEVELOPMENT

Welcome to the Early Head Start/Head Start Program! Through your family's participation in the Program, you will experience a great many things that will help you and your child achieve more, not just this year, but for your lifetime.

Our commitment to your family is to support you as your child's most important teacher and as the primary advocate for your family. This is your Program and you are an active participant in the experience. The Early Head Start/Head Start staff are here to assist in guiding your family. I strongly encourage you to take advantage of all the services and opportunities that are offered to your family this year. We want this to be a rewarding experience for your family.

If you have questions, comments, or concerns, please do not hesitate to contact me at any time per the information below.

Have a great year!

## Kraigg@lakesandpines.org Ext. 138

## FAMILY AND COMMUNITY ENGAGEMENT MANAGER

My name is Tammy Arend and I would like to welcome you to the Lakes and Pines Head Start Program. I hope your time with us will be a fun and rewarding experience.

One way to ensure you get the most out of your time in Head Start is to be involved in everything your child does. Some of the ways you can be involved are... share your ideas for Home Visit activities and socializations, join Policy Council, volunteer in the classroom, contribute to the parent newsletter, participate in parent meetings, and many other things.

If you believe Head Start has worked for you and your family, please share this information with other families; we are always enrolling children.

Good luck and have a fabulous year!

Tammya@lakesandpines.org Ext. 144 or (320) 364-0131

## EARLY CHILDHOOD DEVELOPMENT MANAGER

Head Start develops its services using a holistic approach for the whole family. The activities that families and staff plan together will help your child grow in all developmental areas. Your child's time with Head Start will be much more than just learning colors, numbers, and letters. They will also learn life skills including healthy habits, safety, nutrition, self-help skills and self regulation. They will be able to express themselves through various projects, music and movement, storytelling, and pretend play. Most importantly, your child will learn to feel safe and secure, capable and curious.

Have a spectacular year!

## Keriz@lakesandpines.org Ext. 147 or (320) 761-1290

## ADMINISTRATIVE SERVICES TEAM

Welcome to Head Start, I am excited that you are a part of our program and I am looking forward to an exciting year! My team specializes in a lot of behind the scenes work to ensure the program runs as effectively and efficiently as possible. We will be the first people you will speak with if you call the Central Office in Mora. We work very closely with the Policy Council members and volunteers and on specialized events such as the Annual Parent Training Conference. Never hesitate to contact me if you have any questions.

## Saras@lakesandpines.org Ext. 146

## HEALTH SERVICES COORDINATOR

Welcome to a new year! Head Start believes that children learn better when they are healthy and active. I am pleased to be part of the team, along with you and your family. I look forward to being a part of the success in meeting your child's health and dental care needs so they can be as healthy and active as possible!

If I can be of assistance in meeting those needs, feel free to contact me through your Home Visitor, Family Advocate, or Classroom Teacher. I can also be reached at the following email or phone number.



Carmellk@lakesandpines.org Ext. 148



## EDUCATION COORDINATORS

Head Start believes that you are your child's first and most important teacher. It is with this philosophy in mind that we have created a variety of learning experiences through home visits, socializations and classroom settings. As a participant in any of our program options you are giving your child a Head Start in their journey of lifelong learning. Please feel free to call if you have any questions or would simply like to discuss your child's educational needs.

Pamelaf@lakesandpines.org (320) 674-0157

Ashleyg@lakesandpines.org (320) 674-0559



## SPECIAL SERVICES COORDINATOR

Head Start will administer a childhood developmental and mental health screening within 45 days of enrollment. As the Special Services Coordinator, I work with families and staff to facilitate further assessments and services as needed.

Throughout the year I will be visiting socialization sites and classrooms to do social-emotional skill building. I will also be available to families for resource visits as requested. If you have any



questions about your child's development, special education needs, or if you need resources or have a suggestion, please feel free to call.

## Lisab@lakesandpines.org Ext. 140 or (320) 674-0481

## CHILD CARE PARTNERSHIP CO-ORDINATOR

Welcome to Head Start! I am the Child Care Partnership Coordinator. Our program has multiple partnerships with Child Care Centers and Family Child Care Providers where Head Start services are offered. These classes are for children six weeks to age five who have a parent(s) that is working and/or going to school and need 20 or more hours of child care per week. I hope that you have a fun and educational experience with us.

## Tenas@lakesandpines.org (320) 674-0204



## TRANSPORTATION

You will be responsible for the transportation of your child. You can do this by:

Driving your child yourself, carpooling, or making other arrangements. Some Centers may provide transportation.

## Some things you should say YES to when transporting children:

- 1. Are all passengers wearing seat belts? Are all children under age 8 and shorter than 4 ft. 9 in. tall in a proper car seat or booster seat?
- 2. Do you have the proper number of passengers for your car?
- 3. Is your required car insurance up-to-date?
- 4. Is your infant (under 35 pounds and two years of age) in a rear facing safety seat?



## FOR THE SAFETY OF THE STAFF, PLEASE REMEMBER TO:

- 1. Keep your sidewalk and driveway clear of snow and ice.
- 2. Keep your pets on a leash and restrained.

## WHEN THE WEATHER GETS BAD

## SOCIALIZATIONS

## Parents <u>will not</u> be contacted for the following types of cancellations:

- 1. Socializations will be cancelled if the local school district is closed due to weather conditions.
- 2. If the local school district is delayed two hours due to weather conditions, morning socializations will be cancelled.

## Parents <u>will</u> be contacted for the following types of cancellations:

3. If the temperature is more than -20°F or the wind-chill is more than -35°F close to the start time (but the school district is not closed), the socialization will be cancelled.

USE GOOD JUDGMENT WHEN IT COMES TO HAZARDOUS WEATHER CONDITIONS. STAY INDOORS IF YOU FEEL IT IS UNSAFE TO TRAVEL.

## HOME VISITS

- 1. If weather conditions do not allow for safe travel, your Home Visitor will contact you to offer a Virtual Home Visit.
- 2. Any Home Visit cancelled due to weather conditions will be made up.

IF YOU DON'T HAVE A TELEPHONE, PLEASE KEEP THE ABOVE GUIDANCE IN MIND.







## **DURING HEAD START ACTIVITES**

- $\Rightarrow$  Smoking, alcohol, or use of any illegal substance is not allowed.
- $\Rightarrow$  Please refrain from personal phone calls, texting, television, and personal computer use.

This will help ensure that you and your children receive the full benefits from the Head Start experience.

\*All employees are mandated reporters.\*

### **INECTIOUS DISEASE PREVENTION**

- Before starting any Head Start/Early Head Start activity, participants will:
  - Have their temperature taken with a Lakes & Pines no contact thermometer
  - Complete a screener
  - Wash hands with soap and water for 20 seconds

- Apply face mask for participants 2 years and older, unless there is a medical reason not to (with proper documentation)

### **IN CASE OF ILLNESS**

- If your child gets ill during Head Start/Early Head Start time, your home visit may end early, or you will be asked to take him/her home.
- If your child is sick, keep him/her home for their own benefit, as well as for the benefit of the other children.
- If your child is contagious, please contact your Head Start Staff.

## IF A CHILD, PARENT OR GUARDIAN IS INJURED DURING A HEAD START ACTIVITY, THE STAFF WILL:

- Get medical attention immediately if the injury is serious;
- Assist with minor injuries;
- Report ALL injuries in writing to the Central Office, and
- Notify the emergency contacts on file as needed.

### **DIAPERING / TOILETING**

The following policy will be followed to protect the children, staff, and volunteers within the Head Start Program:

- Parents are required to diaper and toilet their own children in the Home-based option
- Diapering should be done only in designated areas and posted policies should be followed in the Center Based option







## <u>HEALTH SERVICES</u>



## **Screenings**

Your Home Visitor / Family Advocate will assist with the following screenings

- Hearing / Vision
- Developmental
  - Social/Emotional
- Nutritional needs



## Head Start Program Health Care Payment

Health care of children in the Head Start Program is paid by:

- 1. The Medical Assistance Program for children with a MA card.
- 2. Minnesota Care for children with a MN Care card.
- 3. Private insurance for children with insurance coverage.
- 4. Head Start for children with a Head Start health card.

# Health Practices for a Home Visit or Socialization

Families will learn and practice good health and safety habits by:

- 1. Staying home if they have:
  - \* A temperature of 100 degrees or higher;
  - \* Any cold or flu symptoms;
  - \* A undiagnosed rash;
  - \* Any contagious infection;
  - \* Any other contagious disease (lice, scabies, impetigo, ringworm, strep throat, chicken pox, COVID-19).
- 2. Notify the Classroom Teacher/Home Visitor if illness in the home prevents a home visit.
- 3. Washing hands with soap and running water for at least 20 seconds.

## <u>Health</u>

Because children learn better when they are healthy and feel well. Head Start Federal Performance Standards requires all children (within 90 days of entry into the program) to have:

- A complete age-appropriate physical exam that I includes all the components of a Child and Teen Check (including hearing and vision, height and weight, hemoglobin, and lead) and completed follow-up care.
- An Early Childhood Screening (including hearing and vision, developmental screening, speech screening, and social/emotional screening) within 45 days.
- 4. Stay current on the MN Dept. of Health's *Well Baby/ Child Exam* schedule.
- Verbal referral for a dental examination by a dentist at the eruption of the first tooth and no later than 12 months and continue regular checkups annually.
- 6. Have established a medical and dental home.

# Please schedule appointments, these health requirements must be completed.

- ⇒ Head Start Program Health Cards are payer of last resort and will pay for initial physical and dental exams and any identified, needed follow-up care, but not pre-existing conditions.
- ⇒ Head Start Program shall not accept payment responsibility for routine doctor-office calls or prescriptions involving treatment of cold, flu, minor cuts and bruises, etc.
- 4. Learning about health, safety, and nutrition during home visits and in the classroom.

## **HEALTH SERVICES**

## **Health/Nutrition Requirements**

## Nutrition:

A Nutrition Summary is completed for each child. This summary is completed one to two times per year based on the family's need.

The Nutrition Component follows all guidelines required by the Child and Adult Care Food Program.

- A well balanced meal is served
- Family-style meal service is utilized to help children with self-help and social skills (when possible)



- Children are encouraged to try new foods
- Lakes and Pines' Head Start participates in the Child and Adult Care Food Program (CACFP)

Nondiscrimination statement: The U.S. Department of Agriculture (USDA) prohibits discrimination against its customers, employees, and applicants for employment on the bases of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited bases will apply to all programs and/or employment activities.)

If you wish to file a Civil Rights program complaint of discrimination, <u>complete the USDA Program Discrimination</u> <u>Complaint Form</u>, found online at <u>http://www.ascr.usda.gov/complaint filing cust.html</u>, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at <u>program.intake@usda.gov</u>.

Individuals who are deaf, hard of hearing or have speech disabilities and wish to file either an EEO or program complaint please contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish).

Persons with disabilities who wish to file a program complaint, please see information above on how to contact us by mail directly or by email. If you require alternative means of communication for program information (e.g., Braille, large print, audiotape, etc.) please contact USDA's TARGET Center at (202) 720-2600 (voice and TDD).

USDA is an equal opportunity provider and employer.

# **EDUCATION SERVICES**

### **Head Start believes:**

- PARENTS ARE THE CHILD'S FIRST AND MOST IMPORTANT TEACHERS
- parents are partners with the staff
- every family is capable and special

### Head Start will help families:

- Learn about their child's skills and set learning goals
- Teach their children how to stay healthy and safe
- Transition into other programs such as Head Start Center-based, a community preschool, Early Childhood Special Education, Early Childhood Family Education, Child Care or Kindergarten
- Identify physical and dental requirements, parent expectations, family strengths, resources, and family goals



## **LITERACY**

If you need help with reading skills or know of someone who would like to improve his/her education, Lakes and Pines' Early Head Start Program can refer you to someone who can help. Staff can provide information on what programs are available locally.

Lakes and Pines' Head Start utilizes resources as available to distribute books to families throughout the Program year.

## FAMILY ADVOCATE SUPPORT

#### While children are growing (by experiencing new things), so are their parents.

Along with your Home Visitor or Teacher, you will also have access to a Family Advocate. They are available for home visits with you, by request.

## The duties of the Family Advocate include:

### **Enrollment process**

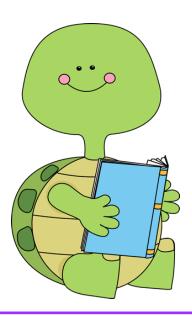
- Explain Head Start during the intake process, including the role of parents
- Complete the application process with each family

### Follow-up

- Assist enrollees in completing Head Start Health Care requirements
- Refer families to other local agencies and provide resources
- Provide assistance to families in crisis or families who request additional home visits
- Share information about other services in the community
- Act as a liaison to other Lakes and Pines services

### **Parent Involvement**

- Encourage parent participation in Head Start activities
- Arrange for training in areas of need and interest



# **EDUCATION SERVICES**



## In partnership with families, Head Start staff will:

- set goals for your child & family
- plan things to do during the week
- work together with your child
- use things around the home for learning experiences
- take time to talk about the day's activities, plan for upcoming activities, and talk about your child's growth and development
- discuss prenatal development and related issues if you are pregnant

## Parents need to:

- be ready for the Home Visit or Parent/Teacher Conference
- let the Home Visitor/Teacher know if they have to cancel a visit
- transport child to Head Start activities. Transportation may be available in some areas
- share their ideas
- help at the Head Start site
- complete the physical and dental health requirements and have immunizations up-to-date

## ATTENDANCE:

- regular attendance is expected
- if you need to cancel your visit or your child will be absent, a call must be made to your child care site, Head Start Staff, Home Visitor, or Central office
- excessive unexcused absences may result in child being dropped from Head Start.



## **Group Experiences**

## Socializations occur 2 times per month:

- 1 time in a classroom setting
- 1 time virtually

## Socialization Activities:

- group time songs, stories
- Meal or snack
- parent and child activity time
- Parent Networking
- clean-up
- closing circle time and dismissal



# **Special Services**

All children are special in their own way. They all have different interests and needs.

Head Start will work with families and children on activities that will help each child. Head Start staff will partner with families and other professionals (school teachers, psychologists, etc.) to develop plans to meet the needs of each child.

Head Start staff will assist families and children by arranging for classroom observations, providing activities and sharing resources of for other services available.

Parents/guardians who have any concerns about their child's physical, emotional, or educational development may discuss these concerns with their Head Start Staff.

The Special Services Coordinator is always happy to answer questions and hear suggestions from you.

# Mental Health Services



Mental Health is an important part of overall well-being for your child and your family. Head Start uses the Ages and Stages Questionnaire to establish if there are any areas of concern for your child's social and emotional health. Head Start also partners with Mental Health Professionals to assist with social-emotional concerns.

Mental Health is not just about social-emotional concerns but is also a part of behavior, parenting techniques and behavioral support. Head Start has resources available which can give more information on Mental Health topics of interest to you and your family. Ask your Head Start staff or call the Special Services Coordinator if you would like further information on a Mental Health topic or if you at any time have a concern about your child's Mental Health or overall wellbeing.

## FAMILY ENGAGEMENT

# Parents are the most important people in the lives of their children. The child's first learning environment is his/her home.

- Lakes and Pines C.A.C., Inc. Head Start can help you teach your child in your home and provide information about your child's development while your child is in Head Start.
- Trained staff work together with you and your child to create learning experiences suited to the needs of your child and family.
- While children experience playing in a group, adults can learn and support each other during Parent Group time.

## **Receiving Head Start services through your Center site provides:**

- Regular feedback on your child's development;
- Four visits in your home/center site with program staff;
- Developmental and health screening for Head Start children;
- Support for children and families with special needs;
- Advocacy for family growth and development;
- FUN!

## Be involved with your child's education by:

- Spending time with your child at the Head Start Center site (read a book, help with activities, observe your child at play, etc.)
- Being involved with Policy Council;
- Donating materials (paper, dress-up clothes, toys, books, art supplies, etc.);
- Donating time in your home (make playdough, cut out materials, etc.);
- Sharing your talents and hobbies at the site or during parent meetings;
- Assisting with recruiting activities





## **MAKE A DIFFERENCE—VOLUNTEER!**

## Listed below are ways you can volunteer

The Head Start Program believes "Parents are Partners" in accomplishing the goals of building families. An important part of this growth is helping adults develop new skills. In addition to being the focus of the Home Visit, parents can volunteer at Socializations and participate in group social times.

The Head Start Newsletter is published three times a year, and is filled with contributions from parents and staff. Throughout the year, parents share their talents and interests. Some ideas for contributions are: recipes, fun things to do with your children, artwork, cartoons, articles of interest, book reviews, poetry, a favorite song, a finger play, a thank you, etc. Volunteer hours are counted as In-Kind and are really important to our program, and are a requirement of our Federal Grant.

If you are interested in volunteering, please call (800) 832-6002 or complete a volunteer application that can be found on our website.

- 1. Be a member on special Head Start committees such as Policy Council, Health Advisory and School Readiness
- 2. Submit articles for the Parent Newsletter
- 3. Parents can volunteer for the socialization experiences by participating in the planning and preparation of the activities
- 4. Plan and participate in Home Visits and "Home Learning" activities
- 5. Assist with recruitment and other marketing activities.
- 6. Share your talents
- 7. Volunteer in the classroom





One of the BEST ways to <u>MAKE A DIFFERENCE</u> is to be actively engaged with your child every day! Developing a strong parent-child relationship is essential to healthy attachment, which is the cornerstone of Social/Emotional health.

## Lakes and Pines Community Action Council, Inc.



1700 Maple Avenue East, Mora, Minnesota 55051-1227 Phone: (320) 679-1800 or 1-800-832-6082 | FAX: (320) 679-4139

www.lakesandpines.org | email: lap@lakesandpines.org



Office hours - Monday through Friday, 6:00 a.m. - 6:30 p.m.

## In addition to Head Start, Lakes and Pines offers the following programs:

**Weatherization** - Agency crews and contractors provide energy conservation such as insulation, weather-stripping, and caulking to help reduce energy costs. Furnaces are also checked. Conservation Improvement Programs through local utility companies also provide funds to assist with energy conservation measures to help reduce energy use for the clients.

**Energy Assistance** - Applications are accepted October 1<sup>st</sup> through the end of May. Assists in paying a portion of the household's heating bills.

- Primary Heat Grant benefit paid to the household's energy vendor.
- Energy Crisis Assistance for heating related emergency situations.
- Energy Related Repair used to resolve furnace-related emergencies for home owners.

## EAP (ONLY) FAX LINE: (320) 679-6863

**Minnesota Housing Finance Agency Home Rehab Loan Programs** - To be used for basic and necessary improvements to make a home livable, accessible, energy efficient, and up to code

- Rehab Loan Program home repair for low and moderate income homeowners
- Emergency Loan Program for unexpected, critical home repairs

**Small Cities Development Programs** - The Agency writes grants and administers rehabilitation funds to fix-up homes for low and moderate income residents. Local contractors perform services to homes that include septic, wells, home repair or mechanical systems. Cities, townships, or counties apply for funds through the Department of Employment and Economic Development and contract with Lakes and Pines for project administration or grant writing.

**Live Well at Home Program** - For seniors over 62, the Department of Human Services will grant up to \$7,500 to make it easier for seniors to live at home to avoid assisted living. A 20% owner match is required.

**SNAP and MNsure** - Assistance in completing applications for food support, medical assistance, MN Care, and qualified health plans.

**Employment and Training** - Helps SNAP participants prepare for and obtain employment.

Reasonable accommodations made for people with disabilities upon prior request.

Visit the Lakes and Pines CAC, Inc. website at <u>www.lakesandpines.org</u> for more information and links to other groups advocating for change and fighting poverty.

**Equal Opportunity Employer/Contractor** 

**Transitional and Rapid Rehousing Programs** - Housing assistance for homeless individuals, families, youth, seniors and those whose criminal background is a barrier to finding permanent housing.

**Emergency Services Programs** - provides limited, direct financial assistance to homeless individuals and families to secure temporary shelter through utilization of hotel/motel vouchers while seeking permanent housing and possible assistance into permanent housing.

**Garden Seed** - distribution of free vegetable seeds to promote food self-sufficiency and healthy eating. Builds awareness that SNAP benefits may be used to buy vegetable seeds and plants.

**Homelessness Prevention and Assistance Programs** - assists households facing eviction, foreclosure or homelessness to identify challenges and encourage planning to strengthen their household. Multiple programs offer services to eligible households to maintain current housing or get into new permanent housing.

**Transportation** - donated vehicles are granted (by referral only) to people with transportation barriers so they can obtain or maintain employment.

## **Financial Services**

- Volunteers are trained and utilized to staff tax clinic(s) which provide free income tax preparation for income-eligible individuals and families
- Financial empowerment classes
- One-on-one financial counseling to develop budgets, savings plans, and more
- Family Assets for Independence in MN
- Social Security application assistance for adults with long-term disabilities

**Operation Community Connect (OCC)** - Living on Little - The Agency participates with each county's OCC outreach event with the goal to connect individuals and families living on little with community resources.

**Respite Services** - Provides a short-term break for the caregiver and a safe, social outing for the older adult care recipient who needs constant care.

*It is not the purpose of this document to identify all eligibility requirements of the various programs, priority for program services, or availability of funding to provide the service.* 



## Phone Numbers and Websites for Information

## AIDS Hotline 800-248-2437 or Text AIDSLine to 839863

## www.justushealth.org

The Minnesota Aids Project strives to educate the public, to keep pressure on elected officials for research funding and public policy, and to give dignity and help to those infected.

## Child Care Aware of MN 888-291-9811

## www.childcareawaremn.org

A statewide network of community agencies offering comprehensive, individualized listings of child care and education options while also working to build a diverse, high-quality child care system accessible to all Minnesota families.

## Domestic Violence Hotline 800-799-7233

## www.thehotline.org

The National Domestic Violence Hotline advocates are available for victims and anyone calling on their behalf to provide crisis intervention, safety planning, information and referrals.

## Variety of Parenting Issues 866-693-4769

## www.helpmegrowmn.org

Help Me Grow is an interagency initiative of the State of Minnesota (Department of Education, Department of Health and Department of Human Services) partnering with all local service agencies.



## Phone Numbers and Websites for Information

## Family Planning 800-783-2287 or Text ASKMN to 66746

## www.sexualhealthmn.org

The Hotline provides reliable and confidential information about birth control, sexually transmitted infections, pregnancy prevention, and clinic referrals to callers regardless of age.

## Fare for All 763-450-3880

## www.fareforall.org

Fare For All is a non-profit volunteer-based cooperative food-buying program that allows people to stretch their food purchasing power.

## Financial Counseling (Lutheran Social Services) 888-577-2227

## www.lssmn.org/debt

Information is provided in the areas of budget counseling, debt and credit help, housing counseling, financial education, checking accounts, and bankruptcy services.

## First Call for Help Call: 211

Local: 651-291-0211

Toll free: 1-800-543-7709

Text zip code to 898-211\*

www.211unitedway.org



From child care to counseling to consumer protection, United Way 2-1-1 will connect you to the right resources.

## WHO DO I CALL FOR CHILD CARE ASSISTANCE?

#### Aitkin County

Aitkin County Health and Human Services

204 1<sup>st</sup> Street NW

Aitkin, MN 56431

(218) 927-7200

#### Chisago County

Chisago County Government Center

313 North Main Street

Center City, MN 55012

(651) 257-1300

#### **Isanti County**

Isanti County Child Care Assistance

1700 E Rum River Drive S

Cambridge, MN 55008

(763) 689-1711

#### Mille Lacs County

Courthouse Square

525 2<sup>nd</sup> Street SE

Milaca, MN 56353

(320) 983-8208

#### Pine County

Pine County Courthouse 635 Northridge Dr. NW Pine City, MN 55063 (320) 591-1400



Carlton County Health and Human Services

14 11th Street N

**Carlton County** 

Cloquet, MN 55720

(218) 879-4583

#### Fond du Lac Reservation

Fond du Lac Human Services

927 Trettel Lane

Cloquet, MN 55720

(218) 879-1227

#### Kanabec County

Kanabec County Family Service Agency

905 East Forest Avenue, Suite 150

Mora, MN 55051

(320) 679-6350

#### Mille Lacs Band of Ojibwa

#### **Government Center**

43408 Oodena Drive

Onamia, MN 56359

(320) 532-4181

#### Pine County

Pine Technical College Child Care Aware 900 Fourth Street SE Pine City, MN 55063 (320) 629-5164

(800) 890-5399

## **Complaints**

If you believe that a provider is caring for children in a way that is not healthy or safe, you may file a complaint. You may also ask if any complaints have been made by anyone else about providers. Parents are encouraged to check the history of providers before selecting one. Complaints are handled by different agencies depending on the type of care:

**Licensed centers**: call Minnesota Department of Human Services at 651-296-3971.

Licensed family care: contact your county licensor or child care office.