

Community Action
Region VI
0-5 Head Start Program
2023 Annual Report



Locations of the HS/EHS Centers:

0-3 Jamestown
1411 12th Ave NE
Jamestown, ND

3-5 Jamestown
1201 6th Ave NE
Jamestown, ND

0-3 and 3-5 Valley City
230 Viking Drive
Valley City, ND

www.cap6.com



Introduction

Our Annual Report provides an overview of the 2022-2023 Head Start and Early Head Start year. Our Head Start and Early Head Start programs serve 120 (96 HS + 24 EHS) children ages birth to five years from eligible families in a classroom setting.

Our program belief is ‘the parent is the primary teacher of the child.’ We work with parents to help them set and meet goals related to their own education and financial self sufficiency. We also provide parents with resources that assist them in completing their most important job, that of raising a healthy child who is “ready to learn” when they enter kindergarten.

- Center based preschool for children ages three to five years with qualified teachers who target school readiness skills in preparation for kindergarten
- Early Head Start program enrolls expectant mothers and provides them with education and resources to prepare for the birth of their infant
- Early Head Start Center provides high quality early care and education for eligible families with children ages birth to three years.

Head Start and Early Head Start programs are more important now than ever...

Children need a strong foundation in order to be successful in elementary school. Our efforts are definitely contributing to better family outcomes and school readiness.

Overview: 2022-2023 Program Year started August 1, 2022 Due to staffing shortages we started the year under enrolled and continued be under enrolled through the year. We filled slots to the capacity where we felt safe. We did not fill we could take on the additional children and ensure their safety with all the changes and staffing shortages we had. Staffing changes were made to 3-5 program due to issues that we could not fill these positions, we were not attracting potential staff to apply. To increase wages, we cut the 2nd teacher assistant in classrooms to increase wages. In addition , all COLA and Improvement funding went to increase wages. Currently our starting wage is \$14.50.

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Annual Report

The Head Start Act (section 644(a)(2)) requires each agency to make available to the public at least once in each fiscal year a report that contains eight elements. They are:

1. The total amount of public and private funds received and the amount from each source.
2. An explanation of budgetary expenditures and proposed budget for the fiscal year.
3. The total number of children and families served, the average monthly enrollment (as a percentage of funded enrollment), and the percentage of eligible children served.
4. The results of the most recent review by the Secretary and the financial audit.
5. The percentage of enrolled children that received medical and dental exams.
6. Information about parent involvement activities.
7. The agency's efforts to prepare children for kindergarten.
8. Any other information required by the Secretary.



Demographics

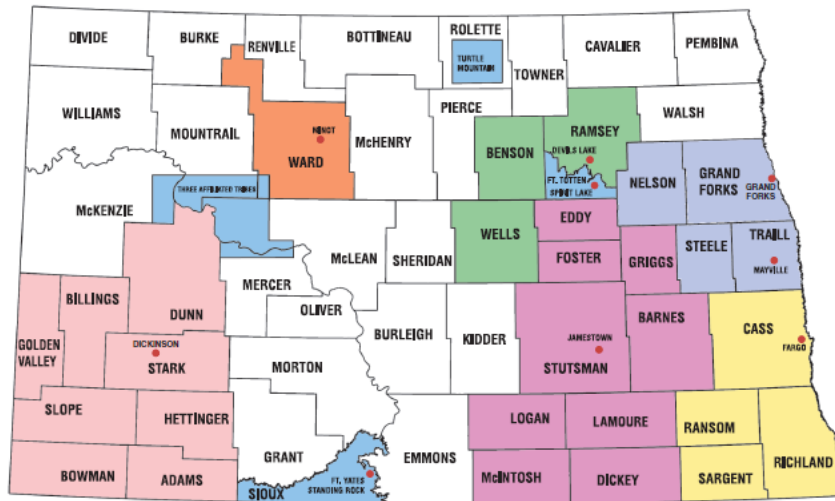
Community Action Region VI Early Head Start serves Region VI which is made up of nine counties located in south central North Dakota.

The nine counties served are: Barnes, Dickey, Eddy, Foster, Griggs, LaMoure, Stutsman, McIntosh and Dickey.

Community Action Region VI Administrative office location: Jamestown

Total Population: 53,540 people

Geographic Land Area covered: 9,935 square miles



“Providing Resources to Enhance the Lives of Families and their Children”

Average Monthly Enrollment/Attendance

Attendance 2022—2023	0 to 3	0 to 3	3 to 5	3 to 5
	Jamestown Center	Valley City Center	Jamestown Center	Valley City Center
August	77%	58%	77%	47%
September	65%	78%	69%	50%
October	61%	74%	65%	59%
November	71%	62%	71%	58%
December	64%	51%	67%	54%
January	68%	49%	65%	64%
February	68%	49%	65%	64%
March	65%	42%	77%	69%
April	66%	47%	81%	67%
May	73%	26%	86%	73%
June	71%	37%		
July	76%	26%		
Program Term Average per Center	69%	53%	72%	61%

Average Monthly Enrollment

Average Monthly Enrollment is based on 'Funded Enrollment'. 3 to 5 Head Start funded enrollment is 96 (62 in Jamestown and 34 in Valley City). 0 to 3 Early Head Start funded enrollment is 24 (16 in Jamestown and 8 in Valley City)

On July 14, 2023, we were notified by the Regional Office that we are required to develop a plan in collaboration with office of Head Start (OHS) to address our current under enrollment statue. Based on the office of Head Start's most recently reported enrollment levels, reported by our program. Community Action Region VI Head Start program was under enrolled by 26 slots and the Early Head Start program is under enrolled by -2 slots.

Financial Audit

Financial Audit

An audit was conducted by Brady Martz and Associates, P.C.

Financial statements audited were for the year which ended December 31, 2022.

It was a clean audit.

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ijklmnopq
rstuvwxyz



Financial Highlights—Revenue

Where does the money come from?

Federal Head Start Funding	\$1,415,652
Federal Head Start T/TA (Training and Technical Assistance) Funding .	21,295
Total Head Start Funding	\$1,436,947

Federal Early Head Start Funding	593,255
Federal Early Head Start T/TA Funding.....	11,166
Total Early Head Start Funding	604,421

Total Federal Funding.....	\$2,041,368
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Non-federal Grant Match:

Non-federal Head Start In-kind Match Required	\$353,913
Non-federal Early Head In-kind Match Required.....	148,314
Total non-federal In-kind Match Required.....	502,227
Non-federal In-kind Match Generated.....	\$496,133.13

Parents provide non-federal match by partnering with the program to improve their child’s school readiness skills as well as serve on the program’s advisory committees.

Partnerships with community agencies provide health, education, social services, housing and financial resources for families to assist them in reaching their goals of self-sufficiency and ensuring their children begin kindergarten healthy, well cared for and “ready to learn.”

Other Funds Supporting Head Start Programs:

USDA/CACFP Revenue for Head Start.....	96,140.80
USDA/CACFP Revenue for Early Head Start.....	36,150.24
USDA Funds Expended.....	47,914.20
Reimbursement from USDA for meals served to children (breakfast, snack and lunch from 8/1/22 to 7/31/23)	

In-kind budget, 4rd year of 5 year grant application; Financial report—in-kind line 1/31/2023; CACFP amounts from Fiscal

Financial Highlights—Expenditures

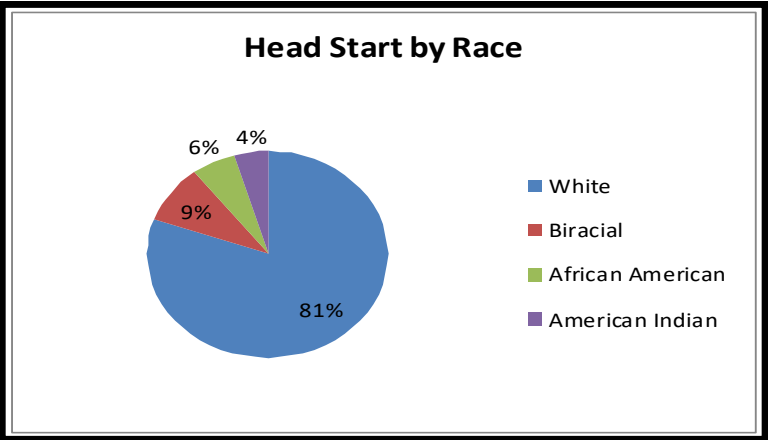
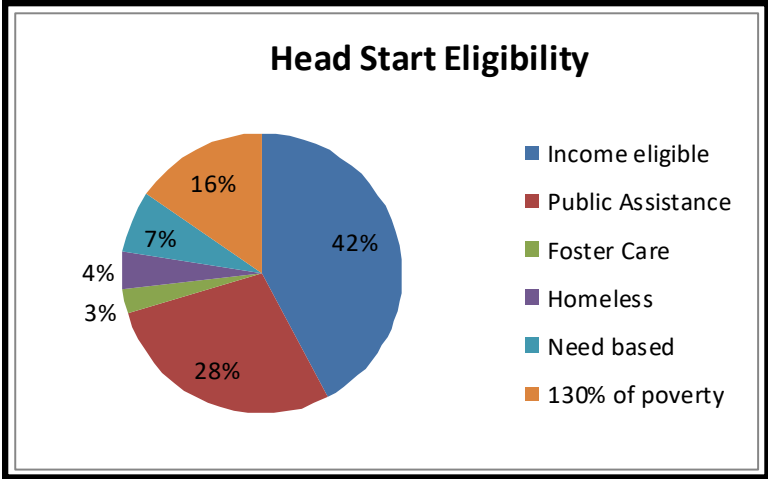
Where does the money go?

Head Start and Early Head Start Expenditures 2/1/2022 to 1/31/2023

Budget Categories	Head Start Actual Expenditures	Head Start Proposed Budget	Early Head Start Actual Expenditures	Early Head Start Proposed Budget
Personnel	651,010.05	899,094.73	315,718.64	339,496.88
Fringe Benefits	300,587.89	408,502.27	149,615.66	159,365.12
Contractual	14,381.56	16,000	9,155.93	6,000
Travel	24,505.22	11,500	15,716.71	5,000
Space	91,068.82	37,500	51,545.44	45,000
Supplies	112,725.98	27,000	30,441	24,893
Equipment	118,871.00	0	0	0
Other	98,023.61	37,350.00	38,456.58	24,666
Total Expenses	1,411,174.13,	1,436,947	607,970.73	604,421
In-kind	308,820.28	359,236.75	115,954.98	151,105.25
Training and Technical	32,820.28	21,295	20,034.73	11,166

Statement of Revenue and Expenses 1/31/2023 HS and EHS Final Report

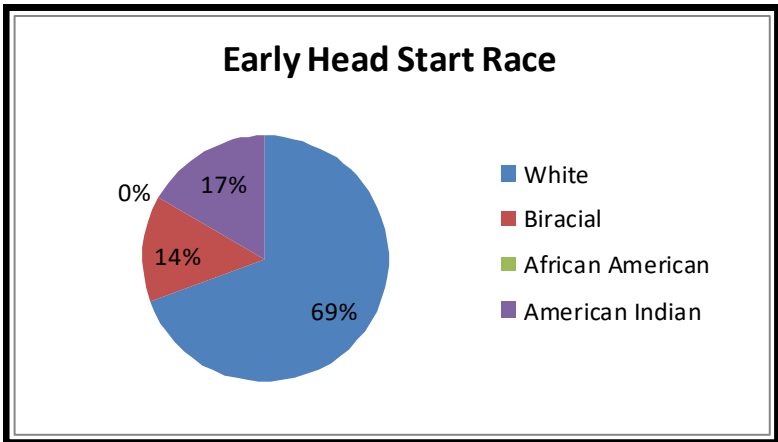
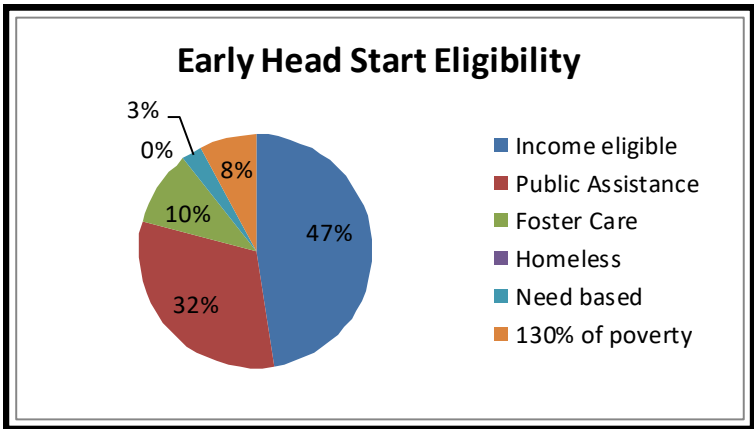
Enrollment



Enrollment	Head Start	Early Head Start	Total
Funded Enrollment	96	24	120
Cumulative Enrollment	71	38	109
Families Served	67	33	100

2022—2023 PIR—A1, A12, A13, A25, C23-24, C33

Enrollment



Preschool children with disabilities made up 22% of the Head Start enrollment (16/71) and 47% of the Early Head Start enrollment (13/38)

Single Parent Families

Head Start	41/71	57%
Early Head Start	21/38	55%

Two Parent Families

Head Start	26/71	36%
Early Head Start	12/38	31%

2022—2023 PIR

Enrollment

Enrollment by age of children (age on July 31, *not date of enrollment*)
for Program year 2022-2023

	EHS	HS	Total
Under 1 year	12	0	12
1 year old	9	0	9
2 years old	12	11	23
3 years old	2	23	25
4 years old	0	37	37
Prenatal moms	3	0	3
Totals:	38	71	109

2022—2023 PIR A10



NATIONAL HEAD START ASSOCIATION

The Head Start Pledge

I believe every child can succeed;

I believe my work in Head Start helps children and families succeed;

I believe every vulnerable child should be served by Head Start.

I pledge to work together with the families I serve, my community partners, and my colleagues;

I pledge to work together to ensure this nation honors its commitment to vulnerable children;

I pledge to be part of the untiring voice that will not be quiet until every vulnerable child is served by Head Start.

Children's Health and Wellness

Community Action Head Start

- 95% of the Head Start children entered the program with Medicaid or private health insurance (68/71)
- 99% of the Head Start children had Medicaid or private health insurance at the end of the year (70/71)
- 94% of the Head Start children were up to date with medical exams by the end of the year (67/71)
- 94% of the Head Start children had continuous, accessible dental care provided by a dentist by the end of the year (67/71)



Community Action Early Head Start

- 100% of the Early Head Start children entered the program with Medicaid or private health insurance (35/35)
- 100% of the Early Head Start children had Medicaid or private health insurance at the end of the year (35/35)
- 11% of the Early Head Start children were up to date with medical exams by the end of the year (4/35)
- 65% of the Early Head Start children had continuous, accessible dental care provided by a dentist by the end of the year (23/35)

2022—2023 PIR—C1, C7, C 16

Federal Monitor

Office of Head Start on Site Monitor Review

From 3/20/2023 to 3/24/2023 the Administration for Children and Families conducted a Focus Area 2 monitoring review of the Community Action Region VI Head Start and Early Head Start program.

The information that was gathered during the review, it was determined that the program meets the requirements of all applicable HSPPS, laws, regulations, and policy requirement

The Office of Head Start conducted the a Video Pilot review: CLASS (Classroom Assessment Scoring System) of the Head Start classrooms 11/16/2022 to 1/14/2023.

DOMAIN	Score	DOMAIN	Score	DOMAIN	Score
Emotional Support	6.6000	Classroom Organization	6.3667	Instructional Support	4.1333

DIMENSIONS					
Positive Climate	6.40	Behavior Management	6.40	Concept Development	3.50
Negative Climate	1.10	Productivity	6.70	Quality of Feedback	3.80
Teacher Sensitivity	6.70	Instructional Learning Formats	6.00	Language Modeling	5.10
Regard for Student Perspectives	6.40				

Community Action Region VI scores were above the national average in all areas.



Family Engagement and Parent Involvement

Head Start and Early Head Start

Parents as Leaders: Parent Involvement



Community Action Region VI 0-5 Head Start partners with families to provide support through parent trainings, home visits, referrals and resources to help meet their needs. As part of this ongoing partnership, parents are offered the opportunity to develop and implement individualized family goals. Written goals outline family and staff responsibilities, strategies, and progress in achieving these goals.

Parent representatives also serve on the Policy Council for the program year.

Parent interests are assessed at the start of each program year and this information is utilized to create opportunities for events and parent involvement activities throughout the year. Parent input is gathered at the conclusion of events for improvements to future events. Some of the events that parents have the opportunity to participate in each year include site specific friendship dance, the Choosy Challenge focusing on increasing the family's nutrition and physical activity, Reading Challenge encouraging families to increase reading and literacy activities at home – ending in a family focused celebration at the centers for reaching the reading goals. Other site specific events may include: an annual car seat check, classroom activities, family cooking classes, family fun nights, and 0-3 Discovery groups.

Head Start School Readiness

Our preschool teachers and infant/toddler caregivers assess the children's development throughout the year using DRDP (Desired Results Developmental Profile) 2015. The program allows us to track how individual children, classrooms and the entire program are progressing toward kindergarten readiness skills. We look at children's development in 7 areas:

History—Social Science: Sense of time, sense of place, ecology, conflict negotiation and responsible conduct.

Physical Development—Health: Perception – use of senses to gather and understand information/bodies in space. Gross Motor – whole body large muscle movements. Fine Motor – small muscles: fingers & hands, eye-hand coordination. Includes nutrition, safety, and personal care routines.

Cognition, including Math & Science: Reasoning, memory, problem solving, & thinking skills that help children understand and organize their world. Math skills include rote counting, counting objects, recognizing numbers, understanding shapes and patterns, and using measurement and comparisons.

Language & Literacy Development: Language includes listening and understanding what is said to them, responding appropriately to questions, and using understandable language and vocabulary. Literacy includes learning letters and sounds, rhyming, showing interest in books and how print works.

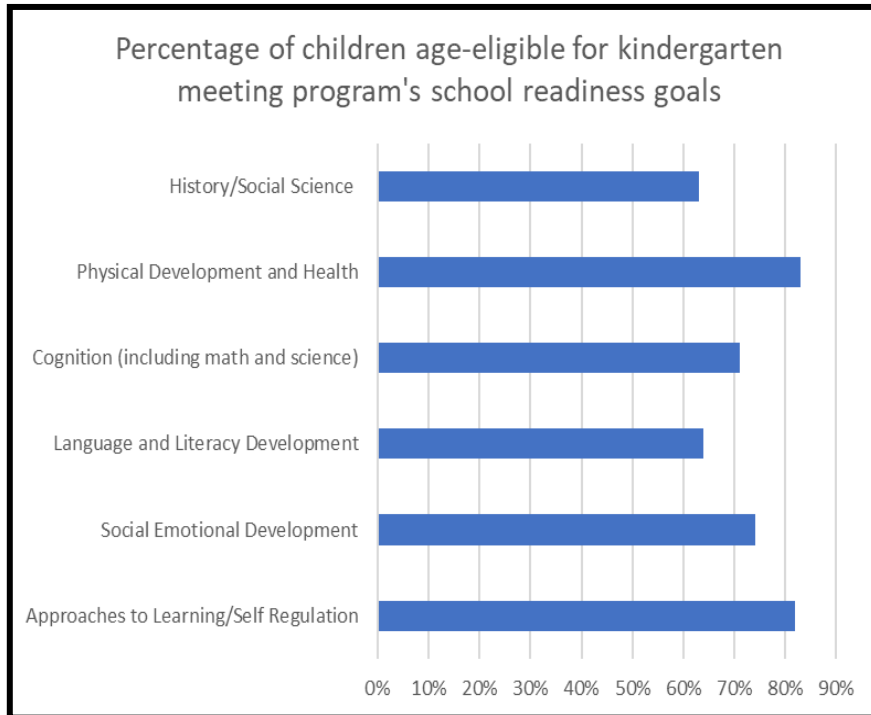
Social & Emotional Development: How children get along with each other and adults and handle their feelings and emotions. It also includes sense of identity and belonging.

Approaches to Learning—Self Regulation: Focuses on how children learn. Includes emotional, behavioral and cognitive self-regulation skills. These skills include executive function skills of sustained attention, impulse control, flexibility in thinking, working memory. Initiative, curiosity, and creativity also fall in this area.

Visual and Performing Arts: Visual art, music, drama and dance.

Head Start School Readiness

School Readiness Goals Outcomes Summary 2022-23



This data is based on children who are age-eligible to transition to kindergarten in the fall of 2023. Meeting school readiness goals means the child met or exceeded the developmental level in the DRDP assessment that aligns with the Head Start Early Learning Outcomes Framework (HSELOF) indicators for children at 60 months. Due to switching to the DRDP assessment tool in August 2020, this is the Third year of collecting this data.

Our percentages for school readiness increased in areas of Approaches to learning and Cognition increased by 7% The areas of greatest gains from 2022 to 2023 were in Approaches to learning/Self Regulation increased by 8%. The other areas went down 4-7% & Health. This is likely due to having 2 new classroom teachers this school year completing checkpoints and familiarizing themselves with the rating tool.

Head Start uses the Creative Curriculum in its infant, toddler and pre-school classrooms. The curriculum ensures that children are being prepared for school through age-appropriate learning activities, and most importantly through play! We also use Conscious Discipline to help teach children important self-regulation skills and manage their emotions so they are ready to learn.

Head Start School Readiness

Approaches to Learning–Self-Regulation (ATL-REG)

	RE	RL	EE	EL	BE	BM	BL	IE
Spring 2023			1% 1	18% 14	17% 13	19% 15	27% 21	18% 14
Fall 2022		1% 1	8% 6	29% 23	22% 18	22% 18	16% 13	1% 1

Social and Emotional Development (SED)

	RE	RL	EE	EL	BE	BM	BL	IE
Spring 2023			5% 4	9% 7	23% 18	23% 18	19% 15	21% 16
Fall 2022		5% 4	4% 3	34% 27	22% 18	21% 17	14% 11	

Language and Literacy Development (LLD)

	RE	RL	EE	EM	EL	BE	BM	BL	IE
Spring 2023			1% 1	1% 1	11% 9	29% 23	19% 15	28% 22	11% 9
Fall 2022		1% 1	1% 1	10% 9	21% 17	30% 24	21% 17	14% 11	1% 1

Cognition, Including Math and Science (COG)

	RE	RL	EE	EL	BE	BM	BL	IE
Spring 2023			8% 6	16% 13	18% 14	20% 16	20% 16	19% 15
Fall 2022		2% 2	12% 10	32% 26	12% 10	29% 23	10% 8	1% 1

Physical Development–Health (PD-HLTH)

	RE	RL	EE	EM	EL	BE	BM	BL	IE
Spring 2023					5% 4	26% 21	28% 22	12% 10	29% 23
Fall 2022			1% 1	1% 1	18% 14	35% 28	20% 16	24% 19	1% 1

History–Social Science (HSS)

	No earlier levels	EL	BE	BM	BL	IE
Spring 2023	No earlier levels		6% 4	27% 18	24% 16	43% 29
Fall 2022	No earlier levels	4% 2	16% 9	24% 13	47% 26	9% 5

RE=Responding Earlier, RL=Responding Later, EE=Exploring Earlier, EL=Exploring Later, BE=Building Earlier, BM=Building Middle, BL=Building Later, IE=Integrating Earlier (Kindergarten skills).

As a program, children made the greatest progress in Social Emotional Development, Literacy Development, History-Social Science.



Community Action Region VI
1411 12th Ave NE, PO Box 507
Jamestown, ND
Phone: 252-1821
Website: www.cap6.com
Facebook: Community Action Region VI

Providing services to low income, disabled and elderly households in Barnes, Dickey, Foster, Griggs, LaMoure, Logan, McIntosh, Stutsman and Wells counties.

Vision and Mission Statement

Community Action Region VI offers a range of services and activities designed to provide people the opportunity to improve their quality of life. Comprehensive programs and services are available to meet the needs of the communities it serves. We will advocate for people in need and provide opportunities to improve their quality of life. Programs and services will be expanded as indicated by community needs. High quality programs remain a priority. The agency will be recognized as a valuable resource to communities.

In addition to the **Zero to Five Head Start Program**, Community Action programs include, but are not limited to the following.

Weatherization: This program helps income eligible people make their homes energy efficient.

Food Pantry: This is available to anyone in need of assistance. Referrals will be taken from any agency, organization or individual who has knowledge of people in need.

Financial Counseling: Free financial counseling services to help clients develop money management techniques and assists them in working with their creditors.

Energy Share: This is available to help with emergency home energy needs as a “last resort” fund to help those with their household energy bill obligation not covered by other assistance programs.

Case Management: Individual work with adults, adolescents, youth, couples, and families.

All the things that enhance your life are good for your child!