



Community Action Region VI  
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 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!*



# Community Action

## Region VI

### 0-5 Head Start Program

### 2021 Annual Report



**Locations of the EHS/HS Centers:**

Early Head Start	3-5 Jamestown Center	3-5 Valley City Center
1411 12th Ave NE Jamestown, ND	1201 6th Ave NE Jamestown, ND	230 Viking Drive SW Valley City, ND

[www.cap6.com](http://www.cap6.com)



# Introduction

Our Annual Report provides an overview of the 2020-2021 Head Start and Early Head Start year. Our Head Start and Early Head Start programs serve 136 (36 + 100) children from birth to five years of age from eligible families in a variety of program options throughout nine counties in southcentral North Dakota.

2020-2021 Program Year started August 1, 2020 with COVID precautions implemented following the ND child care and Department of health guidelines. Classroom sizes were limited to 13, cleaning and disinfection procedures were revised to meet COVID recommendations, restricted parent and visitor access to centers were a few of the changes that were made to help ensure the safety of children and staff. We were able to have in person services with limited COVID quarantine closures. Enrollment was increased to full capacity in the Head Start center the end of February/beginning of March as recommended by the Office of Head Start. Early Head Start operated in person services at full capacity (8 children per room) throughout the program year. 0-3 Home Base did not fill to its capacity throughout the 20-21 program year. Due to the lack of interest in this program option Community Action Region VI 0-5 Head Start has submitted a change of scope grant and was approved to convert Home Base slots (24) to an Infant/Toddler classroom (8 slots) in the Valley City Center. 0-5 Head Start continues to struggle to fill staff positions in all areas of the program.

Our programs 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.
- Home base program with qualified Home Visitors that engage parents in their child’s learning and development by providing family-friendly activities in the home to promote and strengthen parent-child interactions.

*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.

# Head Start School Readiness

## 2020-21 Child Development Summary Ages 0-5

vertical lines indicate median score for the group

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

	RE	RL	EE	EL	BE	BM	BL	IE
Spring 2021		1%	8%	16%	22%	15%	28%	11%
Fall 2020	1%	4%	13%	27%	25%	24%	5%	1%

### Social and Emotional Development (SED)

	RE	RL	EE	EL	BE	BM	BL	IE
Spring 2021		1%	7%	13%	30%	16%	24%	10%
Fall 2020	2%	4%	15%	20%	31%	25%	4%	

### Language and Literacy Development (LLD)

	RE	RL	EE	EM	EL	BE	BM	BL	IE
Spring 2021		1%	5%	2%	9%	33%	19%	23%	9%
Fall 2020	1%	5%	3%	8%	11%	35%	29%	6%	

### Cognition, Including Math and Science (COG)

	RE	RL	EE	EL	BE	BM	BL	IE
Spring 2021		2%	6%	18%	23%	22%	24%	7%
Fall 2020	1%	5%	15%	22%	25%	30%	3%	

### Physical Development–Health (PD-HLTH)

	RE	RL	EE	EM	EL	BE	BM	BL	IE
Spring 2021		1%	2%	9%	21%	25%	23%	20%	
Fall 2020	1%	2%	3%	5%	16%	17%	44%	10%	2%

### History–Social Science (HSS)

	No earlier levels	EL	BE	BM	BL	IE
Spring 2021	No earlier levels	2%	6%	28%	33%	31%
Fall 2020	No earlier levels	1%	10%	34%	31%	4%

### Visual and Performing Arts (VPA)

	No earlier levels	EL	BE	BM	BL	IE
Spring 2021	No earlier levels		18%	24%	33%	25%
Fall 2020	No earlier levels		18%	42%	38%	1%

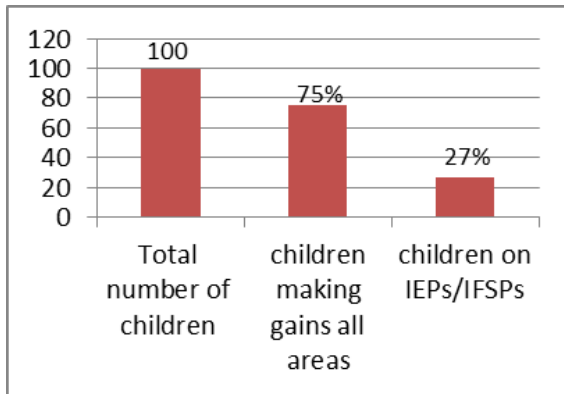
RE=Responding Earlier, RL=Responding Later, EE=Exploring Earlier, EL=Exploring Later, BE=Building Earlier, BM=Building Middle, BL=Building Later, IE=Integrating Earlier (Kindergarten skills).

As a program, children made the greatest progress in Cognition (Math), Social Emotional Development, Literacy Development & History-Social Science. Children achieved the highest skill level in History-Social Science, Visual & Performing Arts & Physical Development-Health.

# Head Start School Readiness

## Growth in School Readiness Domain Areas 2020-21

Program Goal – 90% of children will make gains in all domains



Overall, children made progress from fall to spring in all areas of development, however not all children made gains in all areas of development.



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.

# Table of Contents

Learn more about “Our Children, Our Families and Our Classrooms”

- Introduction.....Page 2
- Table of Contents .....Page 3
- Demographics..... Page 4-5
- Average Monthly Enrollment/Attendance .....Page 6
- Financial Audit .....Page 7
- Financial Highlights
  - Revenue—Where does the money come from? .....Page 8
  - Expenditures—Where does the money go? .....Page 9
- Enrollment ..... Page 10-12
- Children’s Health and Wellness .....Page 13
- Federal Monitor .....Page 14
- Family Engagement and Parent Involvement .....Page 15
- Head Start School Readiness..... Page 16-19
- Community Action Programs, Vision and Mission .....Page 20



# Demographics—Head Start

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

The seven counties served are: Barnes, Dickey, Eddy, Foster, Griggs, LaMoure and Stutsman Counties

Community Action Region VI Administrative office location: Jamestown

Total Population: 49,323 people

Geographic Land Area covered: 7,965 square miles

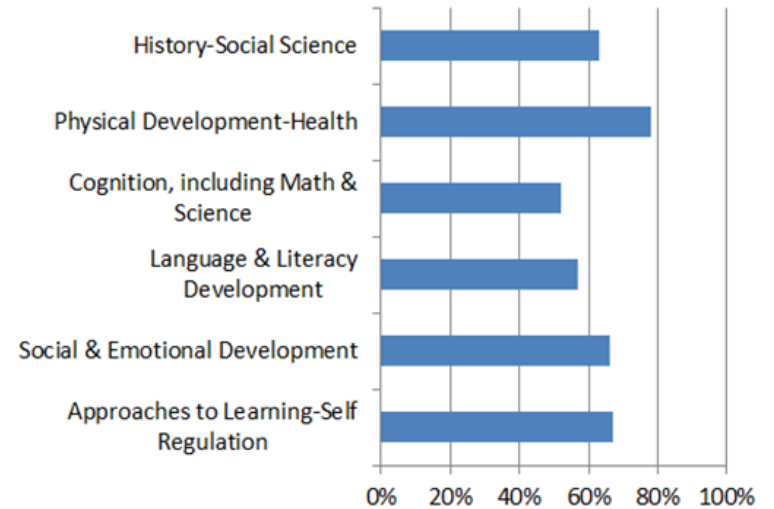
# Annual Report

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.

# Head Start School Readiness

## School Readiness Goals Outcomes Summary 2020-21



*Percentage of children age-eligible for kindergarten meeting program's school readiness goals*

This data is based on children who were age-eligible to transition to kindergarten in the fall of 2021. 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 first year of collecting this data.

Growth was limited this year due to significant staffing issues (partially due to COVID) in the classrooms throughout the year. Also, 18 new children were added into 3-5 classrooms at the beginning of the spring checkpoint period due to lifting of COVID restrictions, and the majority of them were young 3 year olds. This caused classrooms to go back and do re-teaching of beginning of the year rules and routines instead of moving ahead with more advanced topics.

# 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.

# Demographics—Early Head Start

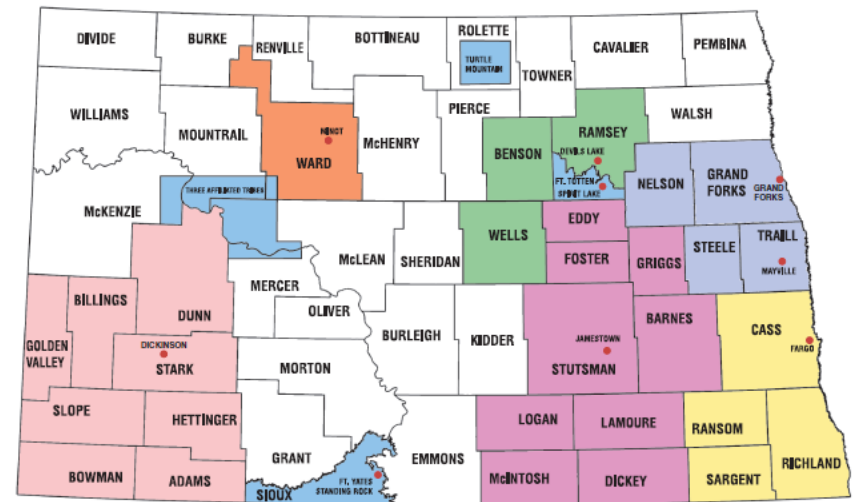
Community Action Region VI Early Head Start serves Region VI which is made up of nine counties located in south central North Dakota.

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: 54,128 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 2020—2021	0 to 3 Jamestown Center	3 to 5 Jamestown Center	3 to 5 Valley City Center
August	73%	85%	
September	85%	85%	88%
October	85%	83%	92%
November	61%	81%	82%
December	84%	85%	83%
January	86%	86%	94%
February	88%	88%	90%
March	92%	85%	90%
April	83%	81%	91%
May	80%	80%	88%
June	78%		
July	82%		
Program Term Average	81%	84%	89%

### Average Monthly Enrollment

Head Start maintained 89% enrollment and Early Head Start maintained 72% enrollment for the 2020-2021 Program Year.

With the guidance of ND Health Department—class sizes in the 3-5 Centers were reduced to 13 (rather than 17 Full Day and 14 Double Session) from August 2020 until February 2021.

EHS struggled to fill Home Base slots which is the reason a ‘Change of Scope Grant’ was requested and approved to discontinue Home Base and create an EHS classroom in Valley City.

## 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, RIF 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, Socialization for Home Based families and 0-3 Discovery groups.



## Federal Monitor

### Office of Head Start on Site Monitor Review

December 14, 2020 to December 18, 2020, The Administration for Children and Families (ACF) conducted a Focus Area 1 review of Community Action Region VI Head Start and Early Head Start Programs.

A Corrective Action Plan was put in place for the two areas of concern: 1302.91(e)(1) EHS Staff Qualification and 1302.91(e)(2)(ii) HS teacher qualifications.

The Office of Head Start conducted the CLASS (Classroom Assessment Scoring System) review on the Head Start classrooms from 3/20/18 to 3/21/18.

DOMAIN	Score	DOMAIN	Score	DOMAIN	Score
Emotional Support	6.2292	Classroom Organization	5.8889	Instructional Support	3.0278

DIMENSIONS					
Positive Climate	6.08	Behavior Management	5.75	Concept Development	3.00
Negative Climate	1.00	Productivity	6.08	Quality of Feedback	2.50
Teacher Sensitivity	5.92	Instructional Learning Formats	5.83	Language Modeling	3.58
Regard for Student Perspectives	5.92				

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

Community Action Region VI 0-5 Head Start is scheduled for the Focus Area Two Monitor.

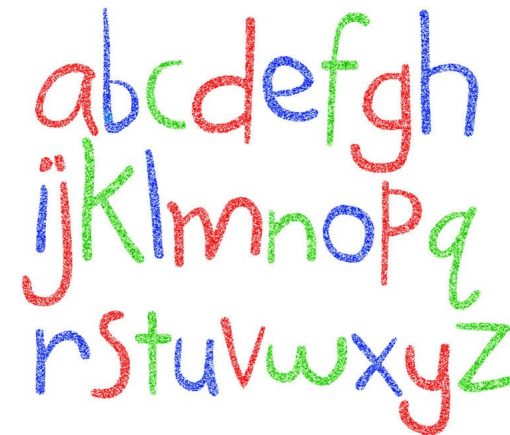
## Financial Audit

### Financial Audit

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

Financial statements audited were for the year which ended December 31, 2020.

It was a clean audit.



# Financial Highlights—Revenue

*Where does the money come from?*

Federal Head Start Funding..... \$1,417,106  
 Federal Head Start T/TA (Training and Technical Assistance) Funding.. 21,295  
**Total Head Start Funding..... \$1,438,401**

Federal Early Head Start Funding..... 513,686  
 Federal Early Head Start T/TA Funding ..... 11,166  
**Total Early Head Start Funding..... 524,852**

**Total Federal Funding ..... \$1,963,253**

**Non-federal Grant Match:**

Non-federal Head Start In-kind Match Required..... \$359,600  
 Non-federal Early Head In-kind Match Required ..... 131,213  
**Total non-federal In-kind Match Required ..... 490,813**  
**Non-federal In-kind Match Generated ..... \$498,488**

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 ..... 56,719.12  
 USDA/CACFP Revenue for Early Head Start ..... 16,245.31  
 USDA Funds Expended ..... 72,964.43  
 Reimbursement from USDA for meals served to children (breakfast, snack and lunch from 8/1/20 to 7/31/21)

*In-kind budget, 2nd year of 5 year grant application; Financial report—in-kind line 1/31/2021; CACFP amounts from Fiscal*

# Children’s Health and Wellness

## Community Action Head Start

- 94% of the Head Start children entered the program with Medicaid or private health insurance (100/106)
- 99% of the Head Start children had Medicaid or private health insurance at the end of the year (105/106)
- 88% of the Head Start children were up to date with medical exams by the end of the year (93/106)
- 97% of the Head Start children had continuous, accessible dental care provided by a dentist by the end of the year (103/106)



## Community Action Early Head Start

- 100% of the Early Head Start children entered the program with Medicaid or private health insurance (39/39)
- 97% of the Early Head Start children had Medicaid or private health insurance at the end of the year (38/39)
- 28% of the Early Head Start children were up to date with medical exams by the end of the year (11/39)
- 95% of the Early Head Start children had continuous, accessible dental care provided by a dentist by the end of the year (37/39)



## Enrollment

Enrollment by age of children (age on July 31, *not date of enrollment*) for Program year 2020-2021:

	EHS	HS	Total
Under 1 year	12	0	12
1 year old	11	0	11
2 years old	14	11	25
3 years old	2	42	44
4 years old	0	53	53
Prenatal moms	3	0	3
Totals:	42	106	148

2020—2021 PIR A10



### 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.

## Financial Highlights—Expenditures

*Where does the money go?*

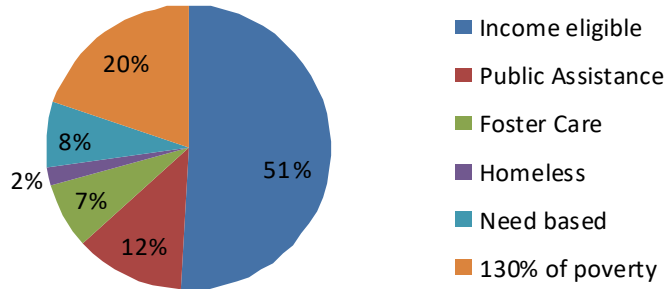
### Head Start and Early Head Start Expenditures 2/1/2020 to 1/31/2021

Budget Categories	Head Start Actual Expenditures	Head Start Proposed Budget	Early Head Start Actual Expenditures	Early Head Start Proposed Budget
Personnel	790,937	863,425	266,334	288,393
Fringe Benefits	385,690	403,181	125,203	140,381
Contractual	15,369	33,750	6,552	9,800
Travel	9,273	19,000	2,953	6,000
Space	66,626	53,500	49,680	38,200
Supplies	82,972	47,500	30,798	11,440
Equipment	0	0	16,123	22,000
Other	119,678	105,926	60,382	40,275
<b>Total Expenses</b>	<b>1,470,545</b>	<b>1,526,282</b>	<b>558,025</b>	<b>556,489</b>
In-kind	404,110	270,358	94,378	97,511
Training and Technical	25,858	21,295	24,095	11,166

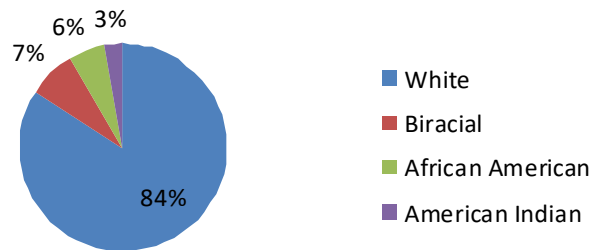
Statement of Revenue and Expenses 1/31/2021 HS and EHS Final Report

## Enrollment

### Head Start Eligibility



### Head Start by Race

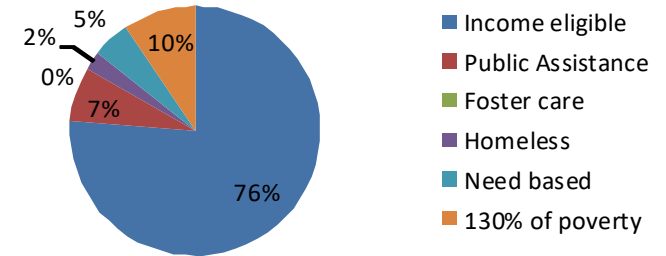


Enrollment	Head Start	Early Head Start	Total
Funded Enrollment	100	36	136
Cumulative Enrollment	106	42	148
Families Served	95	36	

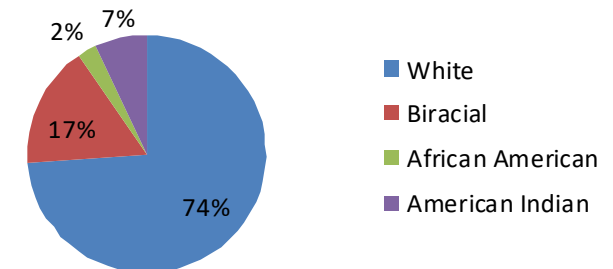
2020—2021 PIR—A1, A12, A13, A25, C23-24, C33

## Enrollment

### Early Head Start Eligibility



### Early Head Start Race



Preschool children with disabilities made up 15% of the Early Head Start enrollment (6/39) and 24% of the Head Start enrollment (25/106)

#### Single Parent Families

Head Start 61/95 64%  
Early Head Start 24/36 67%

#### Two Parent Families

Head Start 34/95 36%  
Early Head Start 12/36 33%

2020—2021 PIR