

Community Action
Region VI
0-5 Head Start Program
2020 Annual Report



Locations of the EHS/HS Centers:

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

Introduction

Our Annual Report provides an overview of the 2019-2020 Head Start and Early Head Start year. It contains a lot of statistics and numbers, but what is most important is the “children and their families.” 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 programs options throughout nine counties in southcentral North Dakota.

Due to the National COVID-19 Pandemic 0-5 Head Start closed in-person services March 23, 2020. Staff continued to reach out to families to ensure their needs were being met. Education packets were shared weekly, family service calls were made weekly and food deliveries were made as needed. 0-3 in-person services resumed May 18, 2020.

Approximately 39% of our families are headed by single parents who are working entry level jobs to provide the basic needs for their young families. 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
 - * Center in Valley City with 2 full day classrooms
 - * Center in Jamestown with 3 classrooms (1 double session classroom and 2 full day classrooms)
- 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.
 - * Center in Jamestown (8 infants and 8 toddlers)
- 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.

39% = EHS—37 families, 14 two parent, 23 single; HS—101 families, 40 two parent, 61 single, from 2019—2020 PIR C35

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Demographics—Head Start

Community Action Partnership (CAP), 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.

Demographics—Early Head Start

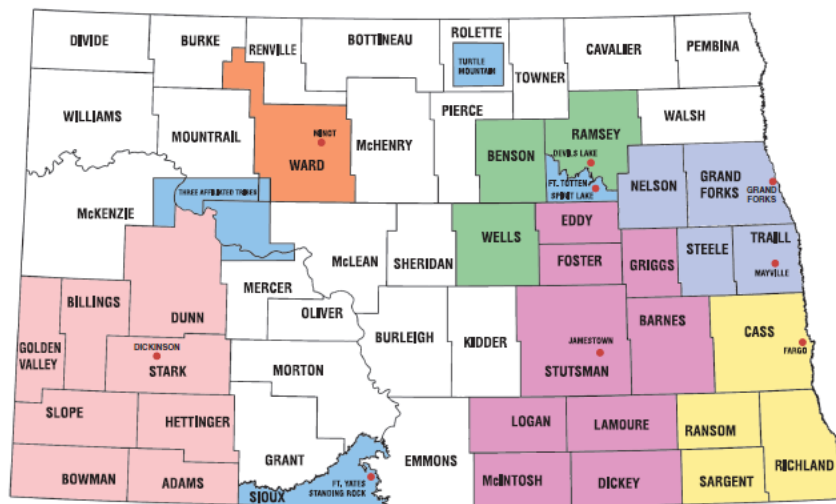
Community Action Partnership (CAP), Early Head Start serves Region VI which is made up of nine counties located in south central North Dakota.

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 2019—2020	0 to 3 Jamestown Center	3 to 5 Jamestown Center	3 to 5 Valley City Center
August	92%	88%	71%
September	88%	88%	80%
October	81%	87%	86%
November	81%	89%	93%
December	79%	82%	83%
January	88%	89%	89%
February	88%	86%	81%
March	72%	72%	78%
April	COVID	COVID	COVID
May	63%	COVID	COVID
June	83%		
July	72%		
Program Term Average	81%	85%	83%

Average Monthly Enrollment

Head Start maintained 99% enrollment and Early Head Start maintained 91% enrollment for the 2019-2020 Program Term



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, 2019.

It was a clean audit.



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Financial Highlights—Revenue

Where does the money come from?

Federal Head Start Funding	\$1,353,260
Federal Head Start T/TA (Training and Technical Assistance) Funding .	<u>21,295</u>
Total Head Start Funding	\$1,374,555

Federal Early Head Start Funding	485,752
Federal Early Head Start T/TA Funding.....	<u>11,166</u>
Total Early Head Start Funding	<u>496,918</u>

Total Federal Funding.....	<u>\$1,871,473</u>
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Non-federal Grant Match:

Non-federal Head Start In-kind Match Required	\$343,639
Non-federal Early Head In-kind Match Required.....	<u>124,230</u>
Total non-federal In-kind Match Required.....	467,869
Non-federal In-kind Match Generated.....	\$472,306

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.....	52,329.30
USDA/CACFP Revenue for Early Head Start.....	14,150.86
USDA Funds Expended.....	66,480.16
Reimbursement from USDA for meals served to children (breakfast, snack and lunch from 8/1/19 to 7/31/20)	

In-kind budget, 1st year of 5 year grant application; Financial report—in-kind line 1/31/2020; CACFP amounts from Fiscal

Financial Highlights—Expenditures

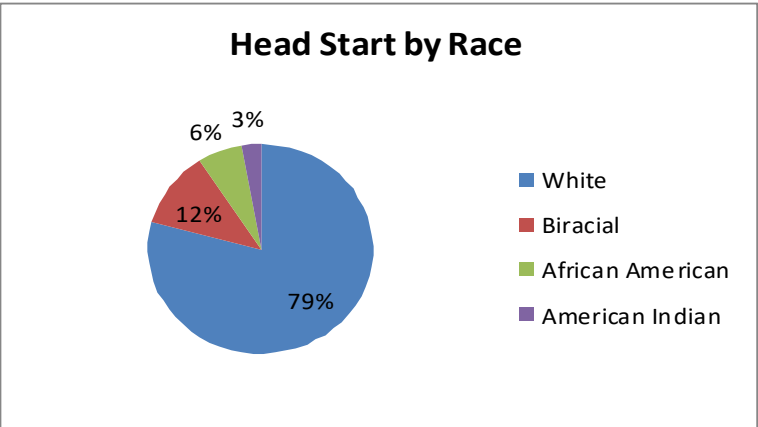
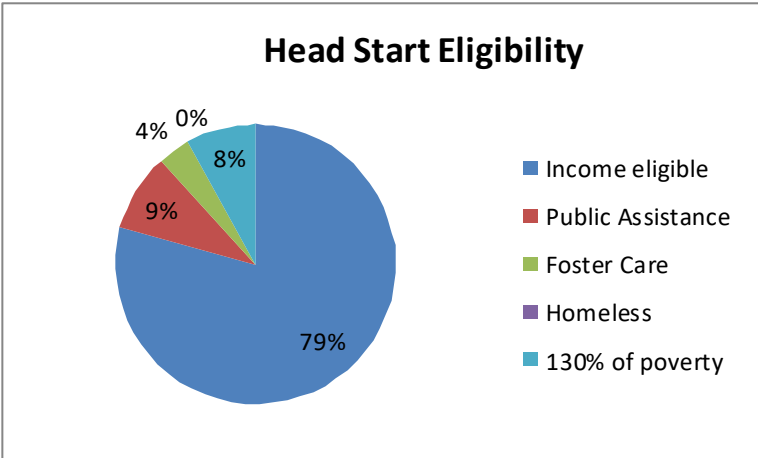
Where does the money go?

Head Start and Early Head Start Expenditures 2/1/2019 to 1/31/2020

Budget Categories	Head Start Actual Expenditures	Head Start Proposed Budget	Early Head Start Actual Expenditures	Early Head Start Proposed Budget
Personnel	721,178	811,476	246,064	281,984
Fringe Benefits	354,550	364,323	119,226	126,590
Contractual	14,213	26,750	5,559	6,800
Travel	28,084	18,000	12,444	9,500
Space	69,229	50,000	46,046	36,000
Supplies	81,261	45,902	27,746	11,850
Equipment	6,777	0	6,777	0
Other	99,263	58,104	33,056	24,194
Total Expenses	1,374,555	1,374,555	496,918	496,918
In-kind	374,278	343,639	98,028	124,230
Training and Technical	33,571	21,295	13,274	11,166

Statement of Revenue and Expenses 1/31/2020 HS and EHS Final Report

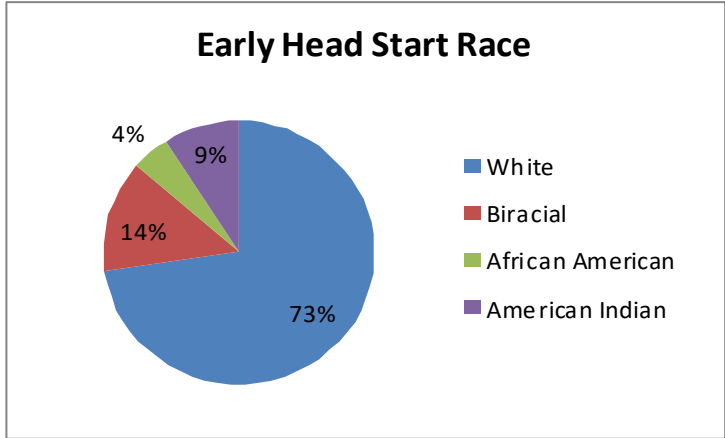
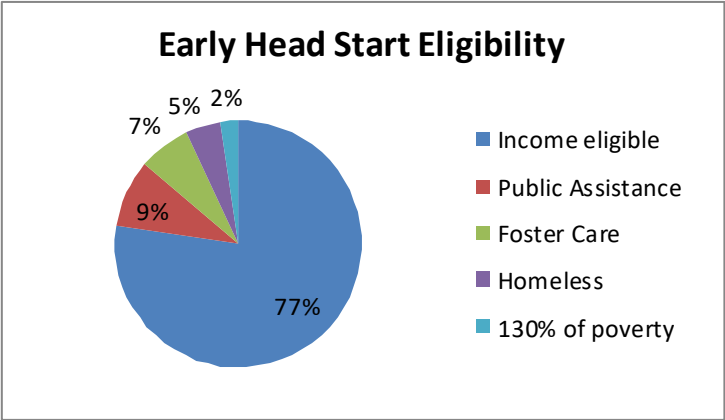
Enrollment



Enrollment	Head Start	Early Head Start	Total
Funded Enrollment	100	36	136
Actual Enrollment	111	44	155
Families Served	101	37	138

2019—2020 PIR—A2, A 13, A15, A16, A25, C25-26, C35

Enrollment



Preschool children with disabilities made up 23% of the Early Head Start enrollment (10/43) and 19% of the Head Start enrollment (21/111)

Single Parent Families

Head Start 61/101	60%
Early Head Start 23/37	62%

Two Parent Families

Head Start 40/101	40%
Early Head Start 14/37	38%

2019—2020 PIR

Enrollment

Enrollment by age of children (age on July 31, *not date of enrollment*) for Program year 2019-2020:

	EHS	HS	Total
Under 1 year	9	0	9
1 year old	14	0	14
2 years old	18	11	29
3 years old	2	47	49
4 years old	0	53	53
Prenatal moms	1	0	1
Totals:	44	111	155

2019—2020 PIR A13



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

- 91% of the Head Start children entered the program with Medicaid or private health insurance (101/111)
- 98% of the Head Start children had Medicaid or private health insurance at the end of the year (109/111)
- 69% of the Head Start children were up to date with medical exams by the end of the year (77/111)
- 99% of the Head Start children had continuous, accessible dental care provided by a dentist by the end of the year (110/111)



Community Action Early Head Start

- 46% of the Early Head Start children entered the program with Medicaid or private health insurance (20/43)
- 37% of the Early Head Start children had Medicaid or private health insurance at the end of the year (16/43)
- 14% of the Early Head Start children were up to date with medical exams by the end of the year (6/43)
- 44% of the Early Head Start children had continuous, accessible dental care provided by a dentist by the end of the year (19/43)

2019—2020 PIR—C1, C8, C 17

Federal Monitor

Office of Head Start on Site Monitor Review

March 2018, The Administration for Children and Families (ACF) conducted a Focus Area 2 review of Community Action Region VI Head Start and Early Head Start Programs.

A Corrective Action Plan was put in place for the one area of noncompliance (staff member did not have a CDA in the infant/toddler program).

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 One Monitor.

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.

Head Start School Readiness

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.

Our preschool teachers and infant/toddler caregivers assess the children's development throughout the year using Teaching Strategies. 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 5 areas:

Approaches to Learning: 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.

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.

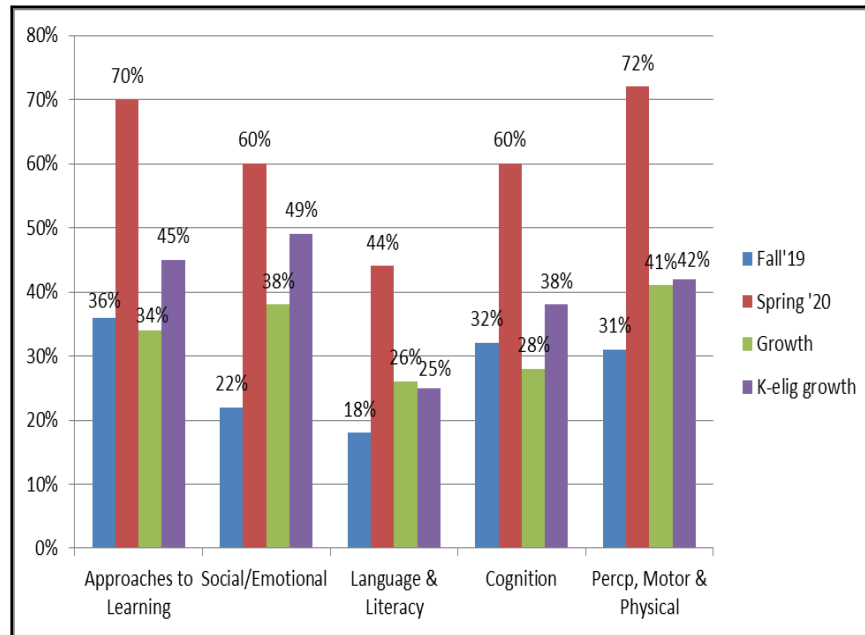
Language and Literacy: Language includes listening and understanding what is said to them, responding appropriately to questions, and using understandable language and vocabulary. Literacy includes learning letters and sounds, rhyming, showing interest in books and how print works.

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.

Perceptual Motor and Physical Development: 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. Health, Safety & Nutrition – keeping themselves safe and healthy.

Head Start School Readiness

School Readiness Goals Outcomes Summary 2019-20



Data does not include 0-1 year olds or 1 Home Base classroom.

This is the first year data was collected using our new school readiness goals, and the measurements were based on HSELOF & NDELG standards, not just “within age range” in TS Gold = higher expectations.

Spring data was collected based on when teachers last had contact with children in mid-March due to COVID-19 closures. Approximately 6 weeks of classroom contact/instructional time was lost during the checkpoint period.

- Many advanced language & literacy concepts (rhyming, letter sounds) that are assessed are emphasized in the last part of the school year when children are developmentally ready and more mature, which attributed to that area being lower.
- We had a very high percentage of students on IEPs and IFSPs this year
- The majority of children in our data were 3-4 year olds who will return for another school year. The number of 3-4 year olds increased with enrollment turnover throughout the year.

Head Start School Readiness

2019-20 School Readiness Goals Data Summary

	Fall	Winter	Spring
Number of Children	115	117	120
% of children on IFSP/IEP	20%	22%	23%
% of 1-2 yr olds	7%	8.5%	7%
% of 2-3 yr olds	7%	8.5%	10%
% of 3-4 yr olds	41%	43%	53%
% of 4-5 yr olds Kindergarten Eligible	45%	47%	47%





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!