

Head Start & Early Head Start Annual Report to the Public 2016-2017



Agency Mission

Community Action of Eastern Iowa's mission is to provide education, financial assistance, and child care resources to individuals and families to promote self-sufficiency and quality care for children.

Head Start Mission

Our program will provide high quality comprehensive early childhood services to qualifying children 0-5 and their families in partnership with our communities to achieve school readiness.

Locations

We serve children and their families in Cedar, Clinton, Muscatine, and Scott Counties.



11/01/16-10/31/17

Head Start/Early Head Start Funding

	Approved Budget	Actual Expenses
Personnel	\$2,372,784	\$2,345,425
Fringe Benefits	\$797,795	\$818,512
Travel	\$9,355	\$28,584
Equipment	\$8,000	—
Supplies	\$466,249	\$448,989
Contractual	\$385,999	\$363,160
Other	\$520,377	\$481,946
Indirect	\$418,516	\$417,641
Total	\$4,979,075	\$4,904,257

U.S. Department of Health and Human Services Funding

- Head Start - \$3,663,772
- Head Start Training - \$42,547
- Early Head Start - \$2,057,680
- Early Head Start Training - \$29,701

Child and Adult Care Food Program Reimbursement

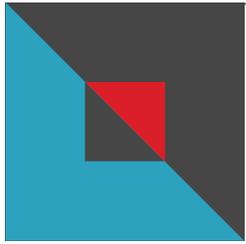
- Year-to-Date Total - \$270,763

Other Funding that Supports the Program

- Community Empowerment Areas - \$190,826
- Shared Visions - \$150,421
- United Way - \$19,127
- State-Wide Voluntary Pre-School - \$119,641

FINANCIAL AUDIT

The Independent Auditor's report for the Fiscal Year November 1, 2016 through October 31, 2017 issued an unqualified opinion and reported no audit findings or questioned costs. A copy of the full audit report is available on our website at www.caeiowa.org



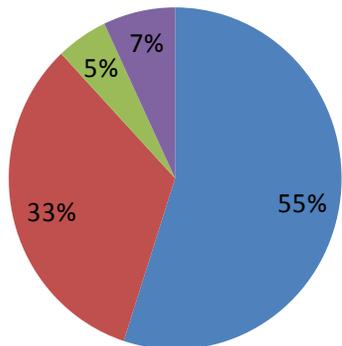
Children and Families Served

For the 2016-2017 program year, the Head Start Program was fully enrolled at 488 and the Early Head Start Program was fully enrolled at 80. A total number of 621 HS/EHS children were served; representing 529 families served. The program served 58% of the eligible children during the year and finished the year with 438 children on a waiting list.

Families Served	Head Start	Early Head Start
Total	385	144
Two Parent Families	135	46
One Parent Families	250	98

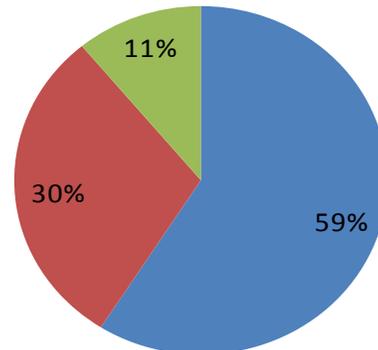
HS Eligibility

- Income Eligible
- Public Assistance: TANF, SSI
- Foster Child/Homeless
- Over Income



EHS Eligibility

- Income Eligible
- Public Assistance: TANF, SSI
- Foster Child/Homeless
- Over Income



Health Services



A child's health is very important to his or her school readiness. Head Start families are connected with a medical home and a dental home in order to provide the family a readily available source of care to support the child's healthy development and well-being. Community Action of Eastern Iowa Head Start staff support families to ensure that children are up-to-date on immunizations, have a current physical exam, and have a current dental exam. Program staff tracks children's progress once referrals are made, and ensure that any necessary follow-up treatment is provided in partnership with the parent. All Head Start children also automatically qualify for free/full meals and snacks provided during the classroom day through the USDA Child and Adult Care Food Program.

Head Start children are offered hearing, height, weight, vision, blood pressure, oral health, and lead and hemoglobin screens. Hearing screens for our enrolled children are completed by our Head Start staff in partnership with Mississippi Bend AEA. Vision screens are provided by a partnership with the Lions Club and KidSight of the University of Iowa. Oral health screening and fluoride varnish are offered to children through our partnership with the state I-Smile Program and Community Health Care, Inc. dental office. Lead and hemoglobin screens are collected in partnership with the Scott County Health Department, county WIC offices, and local physician offices.

	Head Start	Early Head Start
Children up-to-date on a schedule of age-appropriate preventive and primary health care per the state's EPSDT schedule	94%	69%
Children diagnosed as needing medical treatment	11%	1%
Children who received medical treatment	100%	100%
Children with continuous, accessible dental care provided by a dentist	98%	82%
Preschool children completing professional dental exams	95%	N/A
Preschool children needing professional dental treatment	21%	N/A
Preschool children who received dental treatment	75%	N/A
Infants and toddlers who are up-to-date on a schedule of age-appropriate preventive and primary oral health care	N/A	63%
Children determined to have a diagnosed disability	7%	8%

Kindergarten Transition

It is often said parents are a child's first teacher and much of what is learned depends upon the experiences provided by the family. Head Start understands the significant role parents play, and view themselves as partners in the education process. Curricula pieces for pre-k include Get Set for School (Language & Literacy and Readiness & Writing), Everyday Mathematics, MESS, and Second Step.

Each year, a large portion of the Head Start children we serve will transition into kindergarten the following fall. While a transition of any kind is important, the transition to kindergarten and into the formal education system is one of the largest in a young child's life. Head Start has several supports in place to ease this transition for children and their families.

Two(2) education conferences and two (2) home visits are completed each year with the families. During this time, staff members and families review the information collected on the child in order to present a clear picture that details areas of strengths, concerns, interests, etc. Parents and teachers engage in a dialogue in order for each to have a clear idea as to how the child is progressing emotionally, physically, and cognitively.

Springtime is when most local elementary schools hold their annual "Kindergarten Roundup" events. Parents will bring their incoming kindergartener to their local school for an informational event, which also includes informal testing. At this time, the kindergarten teachers will gather enough data on each child to help them decide on placements and begin planning for the new school year.

In the spring, Head Start classrooms hold their annual Kindergarten Transition Meetings. All parents and children of incoming kindergarteners are invited to attend. Dinner is served beforehand and child care is provided for families, courtesy of the Head Start teachers, while parents attend an informational meeting. A current kindergarten teacher is invited to speak to parents, answering any questions they may have. In the spring, all of the Head Starts classrooms will view a short video (15 minutes) called, "Kindergarten, Here I Come!" At the Transition Meeting, the parents also watch the video and discuss how a kindergarten classroom will look different from their child's Head Start classroom, or activities the parents can do at home in order to smooth the transition (especially during the summer months leading up to the first day of school).

During the month of April, Head Start teachers submit transition plans for the classrooms. This may include a walk to the kindergarten classroom (if one is nearby), role playing "cafeteria" with trays and artificial food, having milk in cartons rather than small pitchers, reading books on going to kindergarten, and having discussions about concerns or thoughts on what kindergarten will be like.

HS/EHS Child Outcomes

We measure child learning progress three times each year. The baseline assessment provides a starting point, a way to assess the abilities of children at the beginning of the program year. The second reporting period details progress mid-year, and the final assessment shows the progress achieved by the end of the year. Results are used to modify curriculum and instructional approaches.





Parent Involvement and Volunteers

Head Start and Early Head Start provides many opportunities for parents to be involved in their child's education and recognizes parents as partners. Parent involvement in their child's HS/EHS experience enhances the ability of parents and staff to work together to support a child's growth and learning.

Head Start's vision for parent involvement is to create and maintain a family partnership with all Head Start families with goals to:

- Support parents as primary educators, nurturers, and advocates for their child.
- Provide every family with opportunities for a significant experience in Head Start.
- Ensure that parents are involved in making policy and program decisions for their HS/EHS Program.

Parents have been involved with the classroom by spending time at school with their children, helping the teachers make materials for the classroom, or joining us for meals/classroom food experiences. We also have several events that families are encouraged to attend throughout the year, such as our Fall, Winter, and Spring Fests, along with our open house and end of the year celebrations.

Parents are also involved in the decision-making process at Head Start and Early Head Start. They work closely with teachers and other staff as members of their Parent Committee to make plans for their individual centers. Some parents are members of the Policy Council, which works in partnership with staff and board members of Community Action of Eastern Iowa. There are opportunities to make suggestions and express ideas for program improvements, approve and disapprove decisions for Head Start policies, budgets, enrollment/eligibility, and program grants, as well as plan activities for families and community involvement. Twenty-three parents and three community representatives were elected to the 2016-2017 Policy Council.

Being able to assist our families is crucial and we cannot do it alone. We rely on our community partnerships to help us support our families. Our community partnerships not only help our families gain resources they need to complete their goals, but they also volunteer in our classrooms with different events such as the United Way Day of Caring or Pancakes with Pop. From August 2, 2016 to August 1, 2017 we had 506 volunteers, which added up to 2859 volunteer hours!

Community Assessment Summary

Community Action of Eastern Iowa completed a comprehensive Community-Wide Needs Assessment and Strategic Plan in 2015. The Strategic Plan identified community strengths and needs and identified six Strategic Initiatives. This plan was updated in 2016 to set new strategies to accomplish the goals. An update on each of these initiatives was presented in the 2017 Community Assessment. The complete plan is available at www.caeiowa.org.

1. Increase Employee Retention: The Community Assessment process has identified the need to promote retention for Head Start Teachers and Head Start Education Assistants, with the goal of increasing three year retention to above 50% for both. As of December 31, 2016, one-third (33%) of Head Start Teachers and Education Assistants have been employed for more than three years.
2. Increase Infant and Toddler Services: The Strategic Plan called for increasing the number of Early Head Start slots. During this year, the program successfully converted Head Start slots to Early Head Start slots based on this goal. An additional 24 Early Head Start slots were added in the past year.
3. Enhance Classroom Interactions: The Head Start program internally implements CLASS observations, and uses the results to coach staff to improve the quality of instruction.
4. Families Increase Self-Sufficiency: Community Action of Eastern Iowa is developing and testing financial literacy education materials.
5. Improve Customer Service: To reduce the wait times in offices, the Agency has developed online application processes, and continues to expand these offerings.
6. Increase Volunteer Support: To better meet the non-Federal matching funds requirements of Head Start, and to further enhance the program, Community Action of Eastern Iowa has a strategic goal to increase volunteer support.

