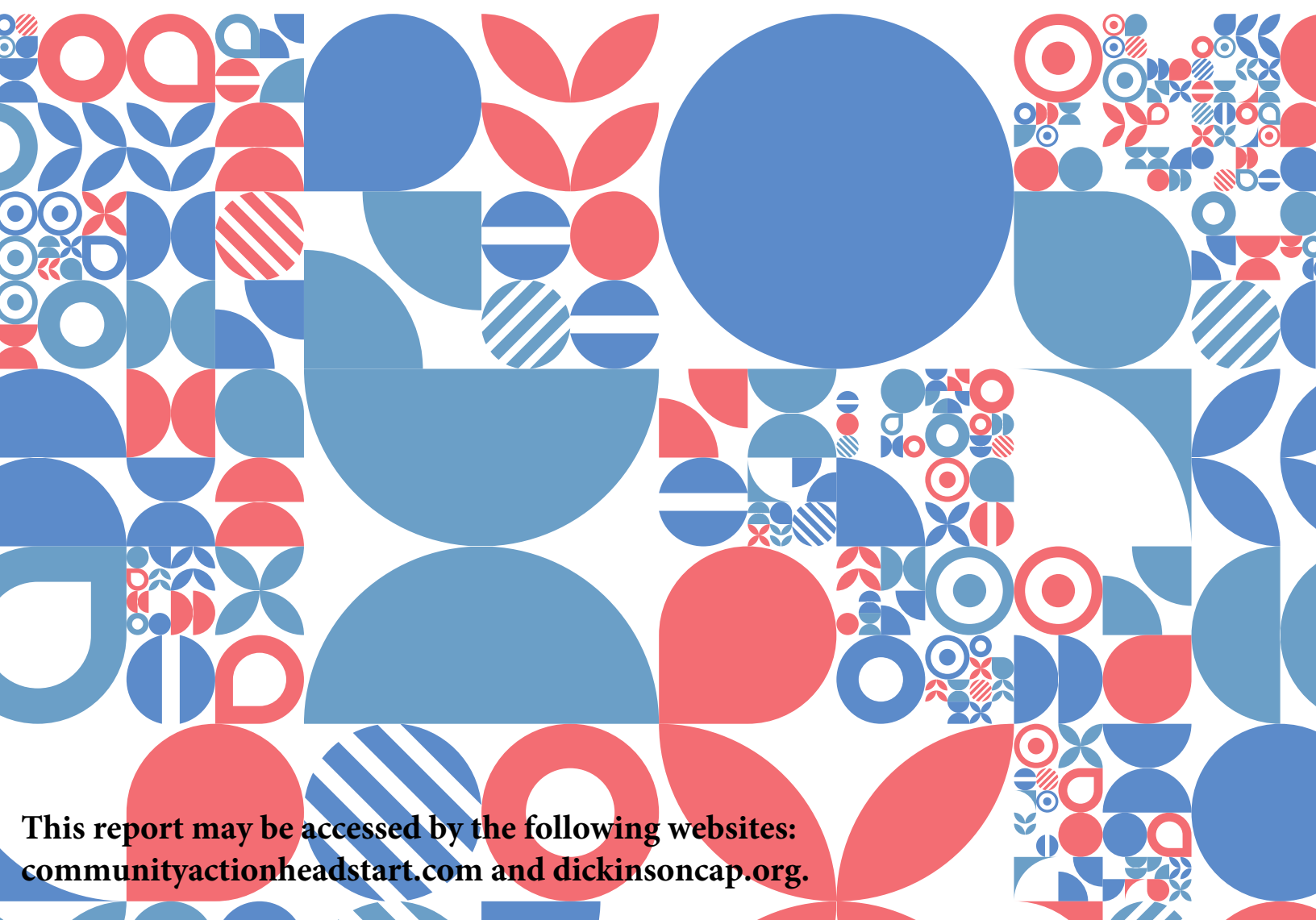




COMMUNITY ACTION PARTNERSHIP HEAD START ANNUAL REPORT

2023-2024



This report may be accessed by the following websites:
communityactionheadstart.com and dickinsoncap.org.

Introduction

The Dickinson center Head Start Preschool program added an additional full day classroom at the beginning of the 2023–2024 year. An enrollment reduction request was granted, and Head Start’s funded enrollment went from 120 to 102.

In December, 2023, the Early Head Start program was placed on a Full Enrollment Initiative (FEI), as it reported under enrollment for four consecutive months. A leadership team was put together, and an action plan was developed. Due to staffing shortage, the program wrote for another enrollment reduction request in July, 2024, requesting Early Head Start go from 57 to 45.

But as usual, through all of the changes, the Head Start program made some amazing accomplishments.

- 54 Head Start Preschool children entered Kindergarten in 2024 with the skills they needed – they were ready to learn!
- The program connected families with community resources such as the AMEN Food Pantry, housing assistance, emergency services, House of Manna, WIC, Medicaid, and more.
- Head Start Preschool identified 4 children and Early Head Start identified 15 children with developmental delays, and referred to their respective Local Education Agency (LEA) or KIDS Program, respectively, for services.
- The program connected children and their families to area doctors, dentists and area mental health professionals in an effort to keep our children healthy and ready to learn.



Jennifer Braun
HS Director

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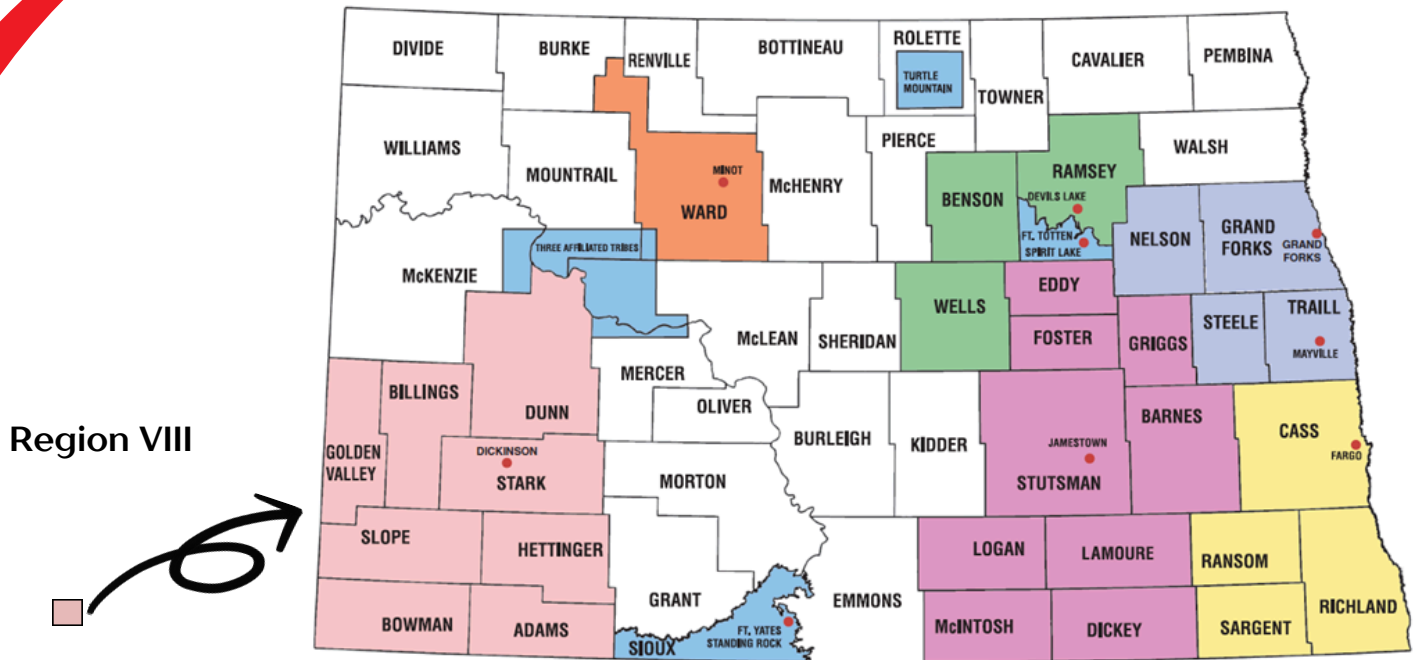
Community Action Partnership VISION

Improving the quality of life in
our communities throughout
western North Dakota

Community Action Partnership MISSION

Enhances the quality of life in
our communities throughout
western North Dakota through
education, resources, and
services

Demographics



Community Action Partnership Head Start serves Region VIII which is made up of eight counties located in southwestern North Dakota.

Our counties include: Adams County, Billings County, Bowman County, Dunn County, Hettinger County, Golden Valley County, Slope County, and Stark County. These eight counties cover a geographic area of 9,989 square mile.

Community Action Partnership Head Start PHILOSOPHY

Community Action Partnership Head Start partners with families to provide an environment of support that enhances the lives of children and families.

WE BELIEVE...

- Children are unique and valuable individuals who have the right to grow and develop at their own pace.
- Parents/guardians are the primary educators of their children and are welcome and encouraged to participate in their children's educational experiences.
- Staff provide support and resources for families.
- The community is an essential resource for growth.

Financial Highlights: Revenue - Where does the money come from?

2023-2024 REVENUE

Federal Head Start Preschool Funding	\$1,295,328
Federal Early Head Start Funding	\$1,128,913
Total Federal Funding	\$2,424,241



MAJOR SOURCES OF NONFEDERAL GRANT MATCH

Nonfederal In-Kind Match Required	\$606,060
Nonfederal In-Kind Match Generated.....	\$164,199

*The program did receive approval of a Nonfederal Share Waiver on 10/23/23



The Key Infant Development Program (KIDS) partners with Early Head Start by providing early intervention services for infants and toddlers with disabilities and their families who are also enrolled in EHS.

Parents provide nonfederal 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 being Kindergarten healthy, well cared for, and "ready to learn."

Financial Highlights: Expenditures - Where does the money go?



CAP HEAD START EXPENDITURES

2/1/2023 to 1/31/2024

Budget Categories	Proposed Budget	Actual Expenditures
Personnel & Fringe	\$2,055,561	\$2,102,791
Travel	\$12,678	\$16,773
Supplies	\$65,849	\$35,719
Contractual	\$5,500	\$11,476
Other	\$254,063	\$183,666
Training & Technical	\$41,468	\$34,937
Totals	\$2,424,241	\$2,385,362
Unexpended		\$38,879
USDA	\$100,000	\$94,415



Audit and Federal Monitor



Financial Audit

An Independent Auditor's Report conducted by Brady Martz & Associates, PC, in September, 2023 recommended that Community Action Partnership review its current training system to determine if it is cost effective for the organization to obtain knowledge internally to determine the proper balance in each general ledger account prior to audit.


OHS Focus Area 2 Monitoring Event

From 3/11/24-3/15/24, the Administration for Children & Families (ACF) conducted a Focus Area Two (FA2) monitoring review of the CAP HS program. The program did have two Areas of Noncompliance: one in Health Services and one in Fiscal Infrastructure. The program completed an action plan outlining the steps to assure these areas are compliant in the future.



OHS CLASS® Video Monitoring Event

From 1/3/24-3/13/24, the Office of Head Start (OHS) conducted a CLASS® video review using the 2008 Classroom Assessment Scoring System (CLASS®). OHS states programs' scores need to fall within two thresholds; the quality threshold and the competitive threshold. The quality threshold represents an expectation OHS has for the quality of the learning environment in every Head Start program. The competitive threshold reflects the minimum score that programs must achieve in each CLASS® domain.

 DOMAIN	CAP HS SCORE	Quality Threshold	Competitive Threshold
Emotional Support	6.1429	6	5
Classroom Organization	5.4286	6	5
Instructional Support	2.5476	3	2.3

Head Start Preschool Enrollment - Who are we?

Head Start Preschool Enrollment At a Glance

- Head Start Preschool funded enrollment: 102 children
- Average monthly enrollment: 100%
- Total number of children served: 113 children
- Total number of families served: 104 families
- Total number of preschool children who left the program after the start of classes or home visits and did not re-enroll: 14 children



Enrollment by Race & Ethnicity	Hispanic	Non-Hispanic
American Indian or Alaska Native	1	3
Asian	0	1
Black or African American	2	13
White	3	64
Bi-racial/Multi-racial	12	7
Other	3	0

Cumulative Enrollment Eligibility	
Income Below 100%	36
Public Assistance	38
Foster Care	3
Homeless	7
Over Income	10
Medically Underserved	5
101-130%	14

Primary Language Spoken at Home	
English	97
Spanish	9
European/Slavic	2
African	5

Head Start Preschool serves children of all abilities. Preschool children with disabilities made up 20% of the Head Start Preschool enrollment.



Early Head Start Enrollment - Who are we?

Early Head Start Enrollment At a Glance

- Early Head Start funded enrollment: 57 children
- Average monthly enrollment: 89%
- Total number of children served: 82 children
- Total number of expectant mothers served: 9 mothers
- Total number of families served: 74 families
- Total number of infants and toddlers who left the program after the start of classes or home visits and did not re-enroll: 36 children

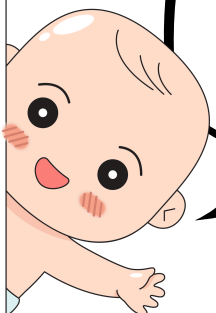


Enrollment by Race & Ethnicity	Hispanic	Non-Hispanic
American Indian or Alaska Native	0	2
Asian	0	0
Black or African American	0	22
White	5	36
Bi-racial/Multi-racial	8	8
Other	4	0

Cumulative Enrollment Eligibility	
Income Below 100%	31
Public Assistance	31
Foster Care	4
Homeless	8
Over Income	7
101-130%	9

Primary Language Spoken at Home	
English	66
Spanish	14
European/Slavic	3
African	7

Children with disabilities made up 43% of the Early Head Start enrollment



Feeling good? Children's Health & Wellness

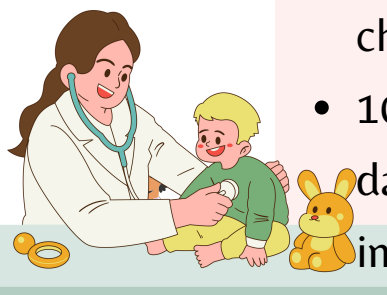
CAP Head Start Preschool

- 100% of children had Medicaid or another form of health insurance at the end of the year.
- 86% of the Head Start Preschool children were up to date with medical exams by the end of the year.
- 91% of the Head Start Preschool children completed an oral examination during the program year.
- 100% of the Head Start Preschool children were up to date, up to date for all possible, or exempt from receiving immunizations in the program year.



CAP Early Head Start

- 100% of children had Medicaid or another form of health insurance at the end of the year.
- 77% of the Early Head Start children were up to date with medical exams by the end of the year.
- 60% of the Early Head Start children had continuous dental care at the end of the program year. Early Head Start children need a 12 month and a 24 month dental exam.
- 100% of the Early Head Start children were up to date, up to date for all possible, or exempt from receiving immunizations in the program year.



Parent Activities - Parent Involvement is Important!

Head Start Parents as Leaders: Parent Involvement

2024 Policy Council Members

Andrea Huschka: Chairperson

Stacy Kilwein: Vice Chairperson

Jamie Thomas: Secretary

Carolyn Morowski: Treasurer



Parent Training Topics Included:

- Parent committee meetings, conferences, school newsletters, and literacy activities that promoted school readiness.
- Positive Solutions for Families parenting class.
- Supporting children's social and emotional development with Family Pyramid Nights.
- Dental Education
- CPR and First Aid for Parents
- Kindergarten Transition



Education Services - Learn & Grow Through Play!

CAP Head Start has aligned the School Readiness goals and outcomes with the Head Start Early Learning Outcomes Framework (ELOF)

	CENTRAL DOMAINS				
	APPROACHES TO LEARNING	SOCIAL AND EMOTIONAL DEVELOPMENT	LANGUAGE AND LITERACY	COGNITION	PERCEPTUAL, MOTOR, AND PHYSICAL DEVELOPMENT
▲ INFANT/TODDLER DOMAINS	Approaches to Learning	Social and Emotional Development	Language and Communication	Cognition	Perceptual, Motor, and Physical Development
● PRESCHOOLER DOMAINS	Approaches to Learning	Social and Emotional Development	Language and Communication Literacy	Mathematics Development Scientific Reasoning	Perceptual, Motor, and Physical Development



CAP Head Start Preschool center base and Early Head Start center base use the High Scope curriculum and the Child Observation Report (COR)

CAP Head Start home base program uses the Growing Great Kids/Growing Great Families curriculum and the Child Observation Report (COR)



Head Start Preschool School Readiness

Criteria: 60% of Kindergarten eligible children will score at a 4 or higher by the time they leave our program; indicating they are school ready.

2023-2024 HEAD START PRESCHOOL SCHOOL READINESS GOALS

P-1: FALL

- 53 children eligible for Kindergarten.
- Of these, 8 or 15% receive Part B services.

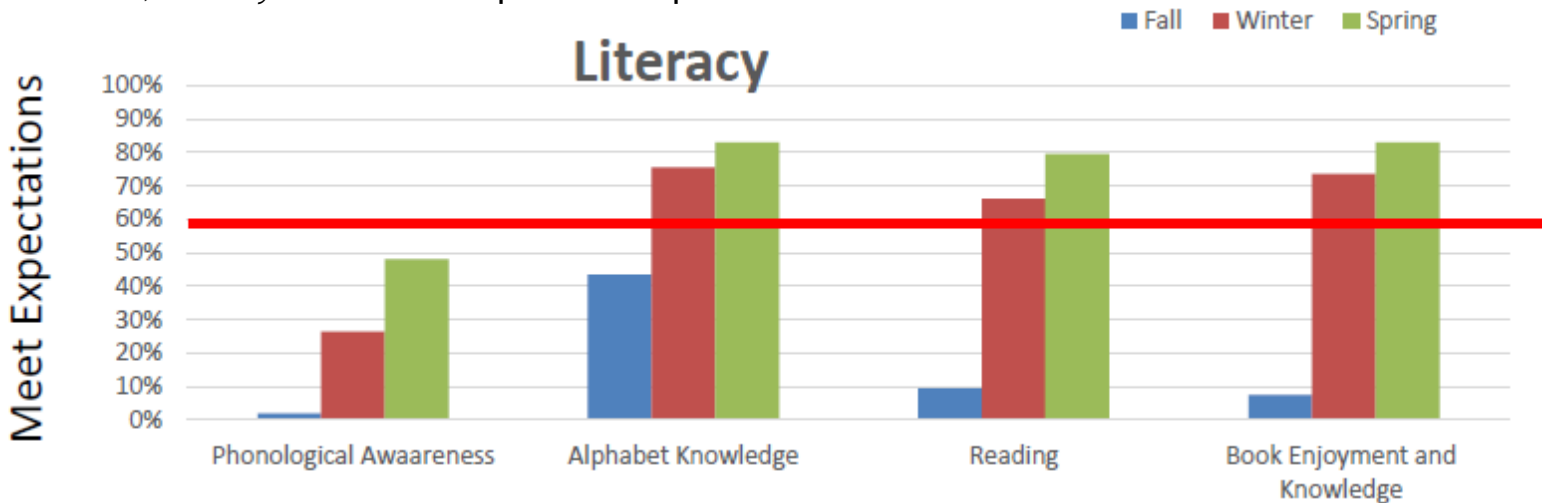
P-2: WINTER

- 53 children eligible for Kindergarten.
- Of these, 10 or 19% receive Part B services.

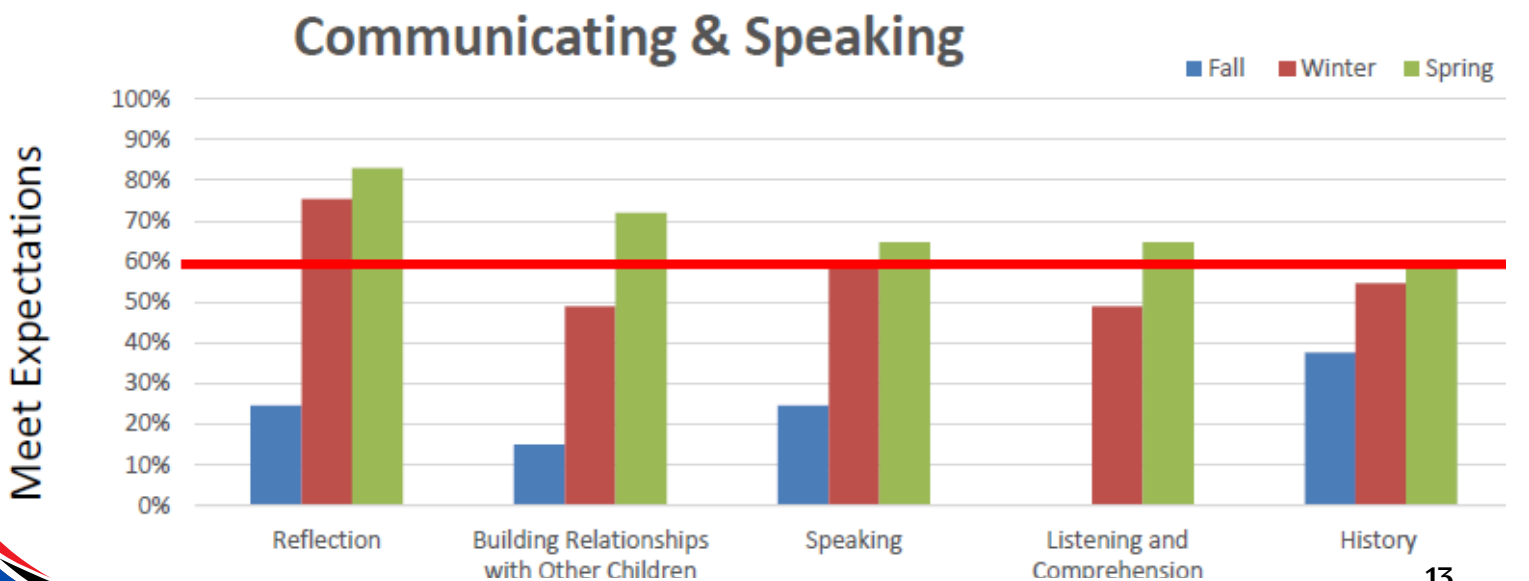
P-3: SPRING

- 54 children eligible for Kindergarten.
- Of these, 11 or 20% receive Part B services.

Literacy: Children will demonstrate an increasing awareness that spoken language is composed of small segments of sound and understand how print is used, the rules that govern how print works, identify letter of the alphabet and produce correct letter sounds.

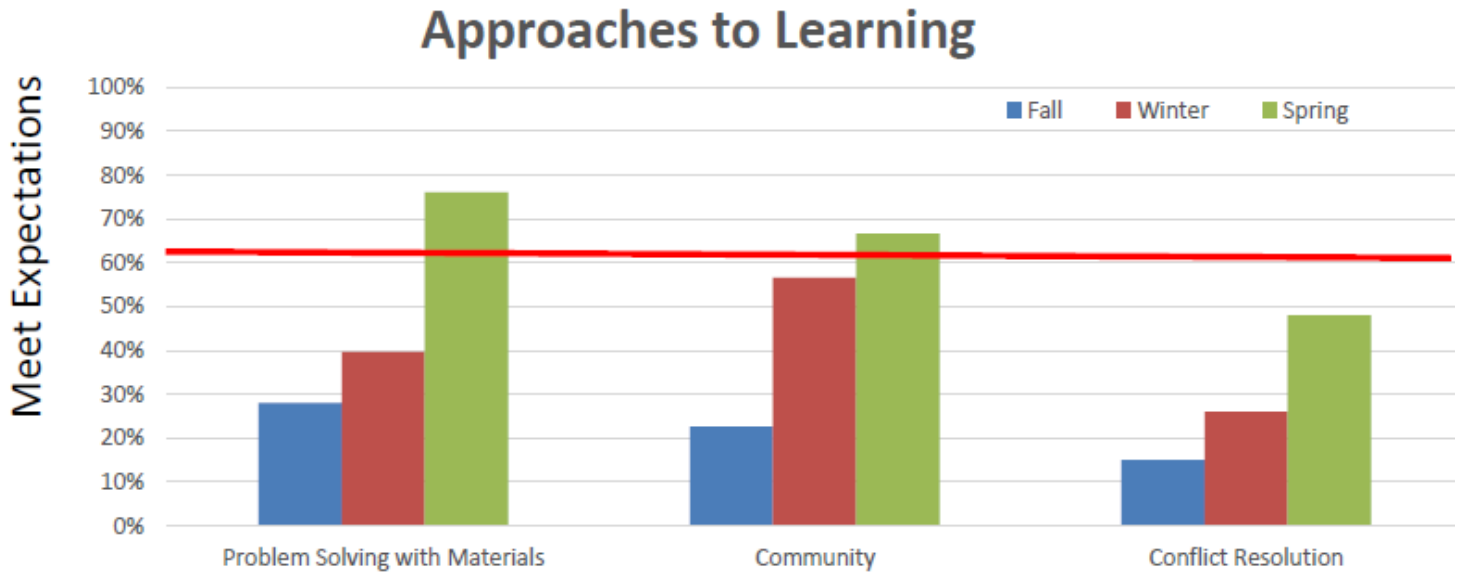


Communicating & Speaking: Children will demonstrate an increasing ability to understand and respond to increasingly complex communication and language from others.

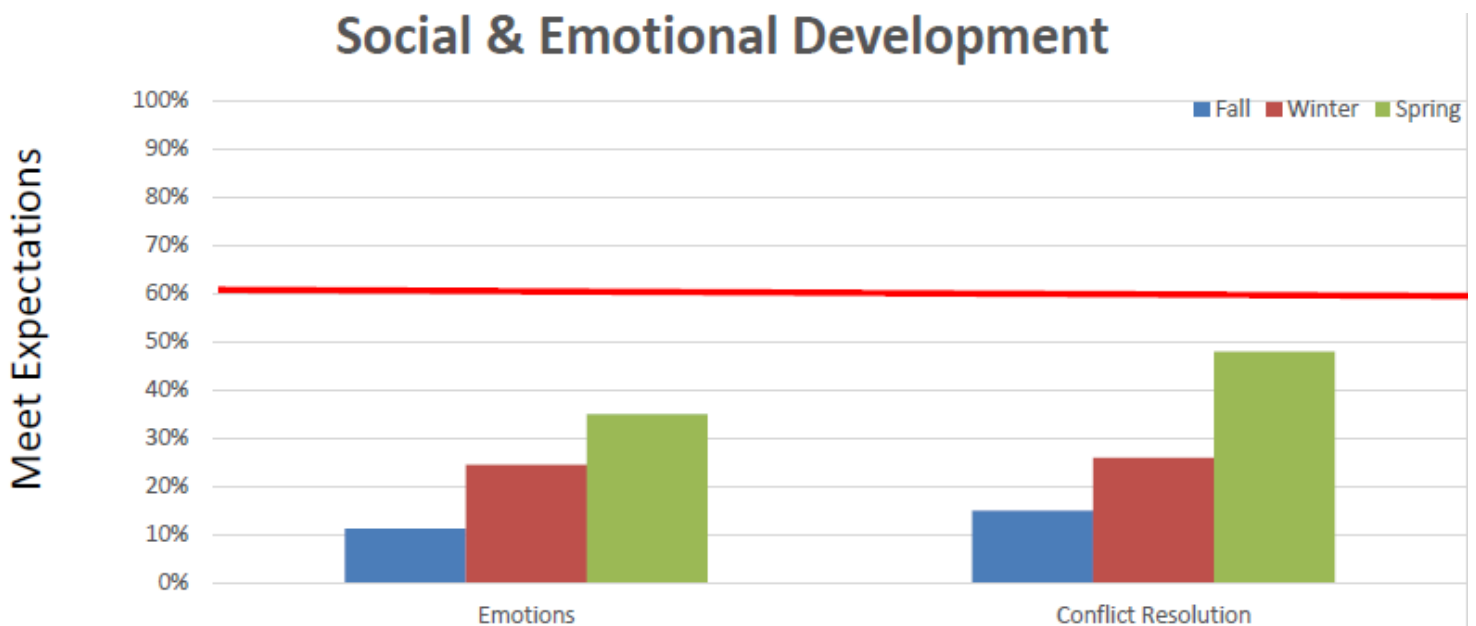


2023-2024 HEAD START PRESCHOOL SCHOOL READINESS GOALS

Approaches to Learning: Children will demonstrate an increasing ability to control impulses, begin and finish tasks with persistence and attention with minimal to no assistance.

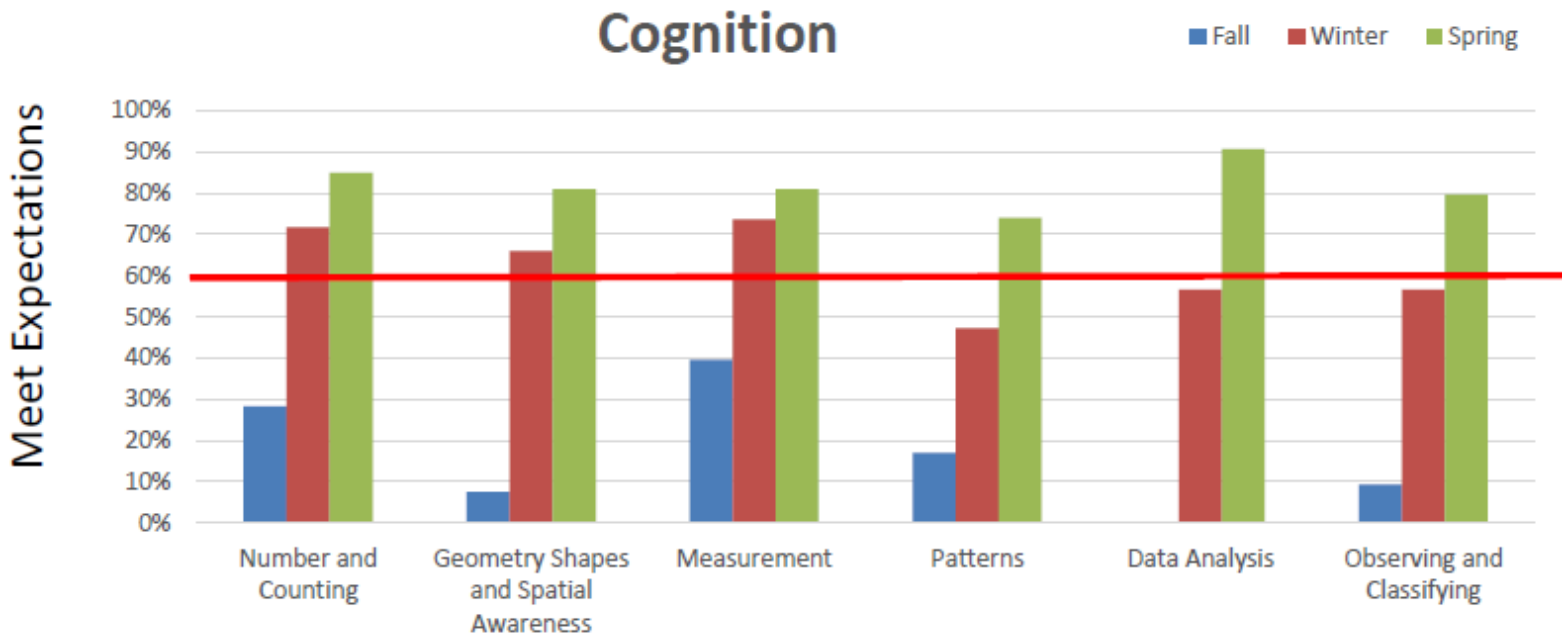


Social & Emotional Development: Children will demonstrate an increasing independence in being able to express and manage a broad range of emotions, recognize emotions in self and others, and express care toward others.

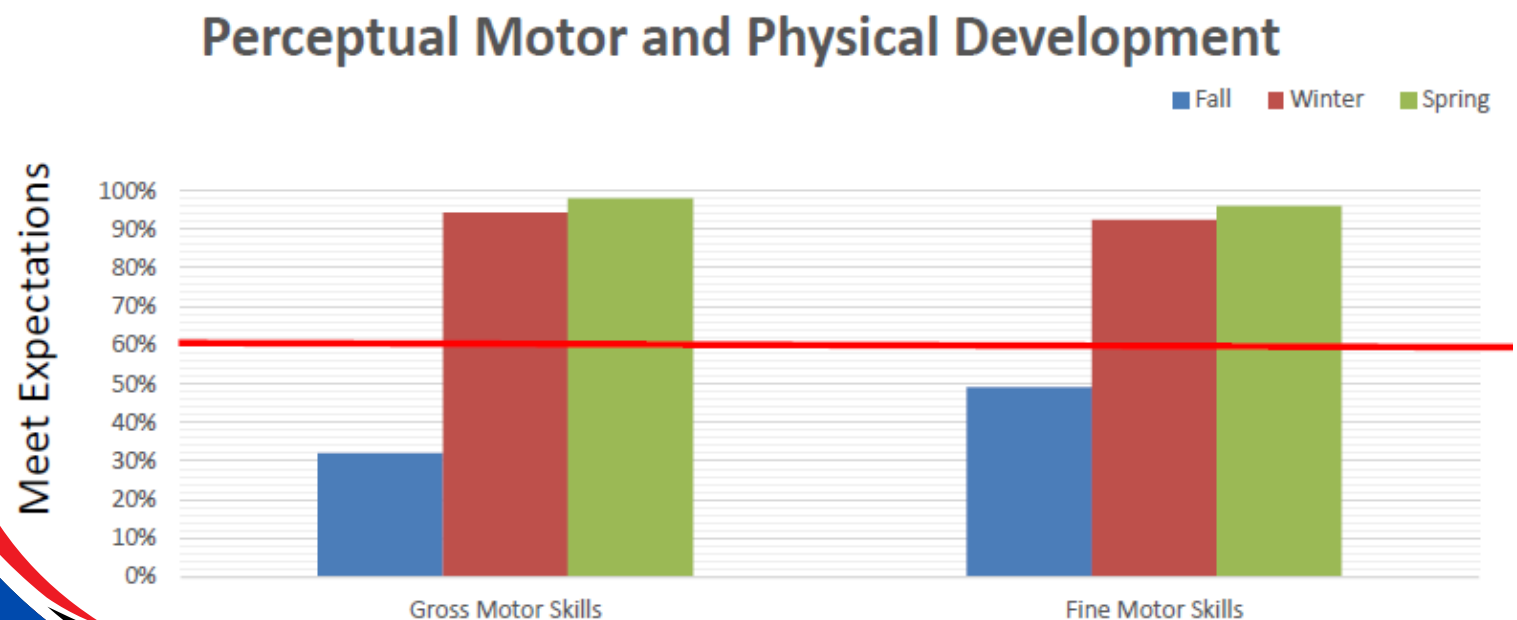


2023–2024 HEAD START PRESCHOOL SCHOOL READINESS GOALS

Cognition: Children will demonstrate an increasing understanding of math by counting, comparing, relating, identifying patterns, subitizing, identifying shapes, describing spatial relationships, measuring, and problem solving.



Perceptual Motor and Physical Development: Gross Motor: Children will demonstrate an increasing ability in controlling, strengthening, and coordination of large muscles and in using perceptual information to guide motions and interactions with objects and people. Fine Motor: Children will demonstrate an increasing ability in controlling, strengthening and coordinating small muscles for such purposes as using utensils, self-care, writing, building, and exploring.



Early Head Start School Readiness

Criteria: 60% of Head Start Preschool eligible children will score at a 2 or higher by the time they leave our program; indicating they are school ready.

2023-2024 EARLY HEAD START SCHOOL READINESS GOALS

P-1: FALL

- 17 children eligible for Head Start Preschool.
- Of these, 9 or 53% receive Part C services.

P-2: WINTER

- 12 children eligible for Head Start Preschool.
- Of these, 5 or 42% receive Part C services.

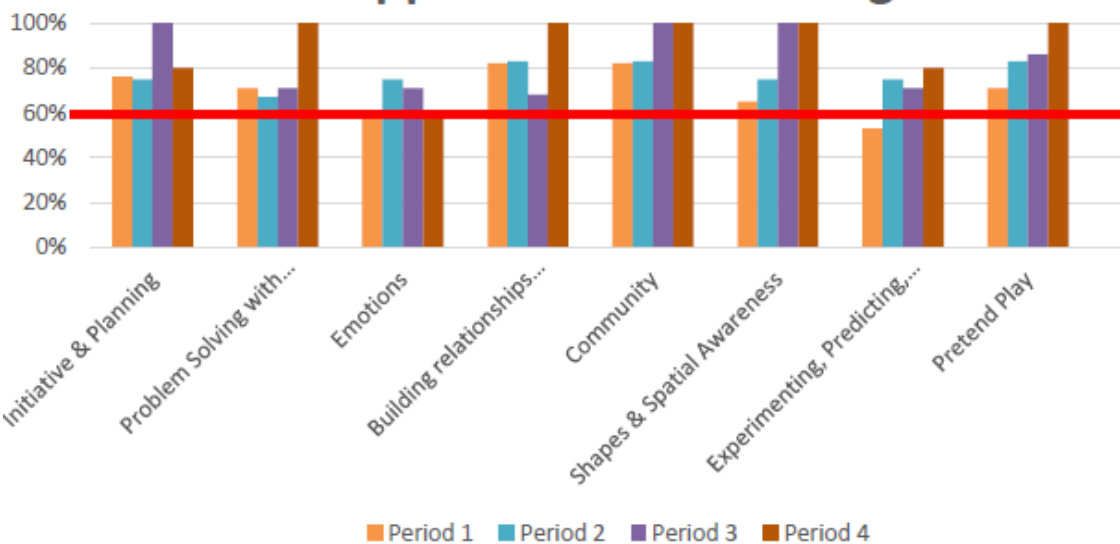
P-3: SPRING

- 7 children eligible for Head Start Preschool.
- Of these, 3 or 43% receive Part C services.

P-4: SUMMER

- 5 children eligible for Head Start Preschool.
- Of these, 1 or 20% receive Part C services.

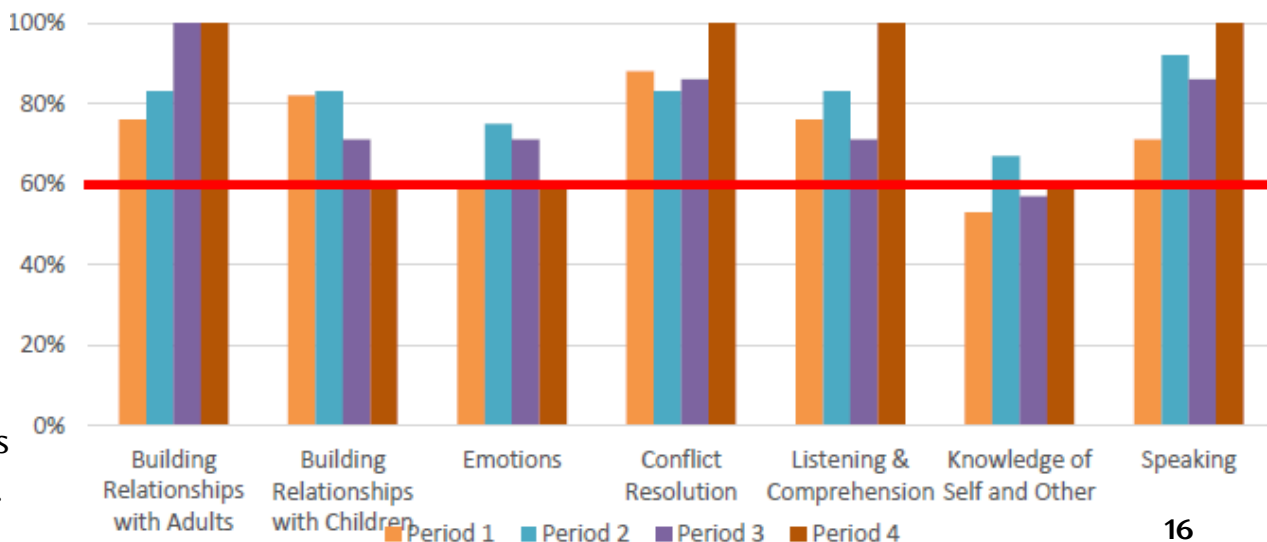
Approaches to Learning



Approaches to Learning: Children will demonstrate a positive approach to learning through engagement, attentiveness, persistence, initiative, flexibility, and curiosity.

Social & Emotional Development

Social & Emotional Development: Children will demonstrate an increasing ability in expressing, managing, and recognizing a range of emotions in self and others.

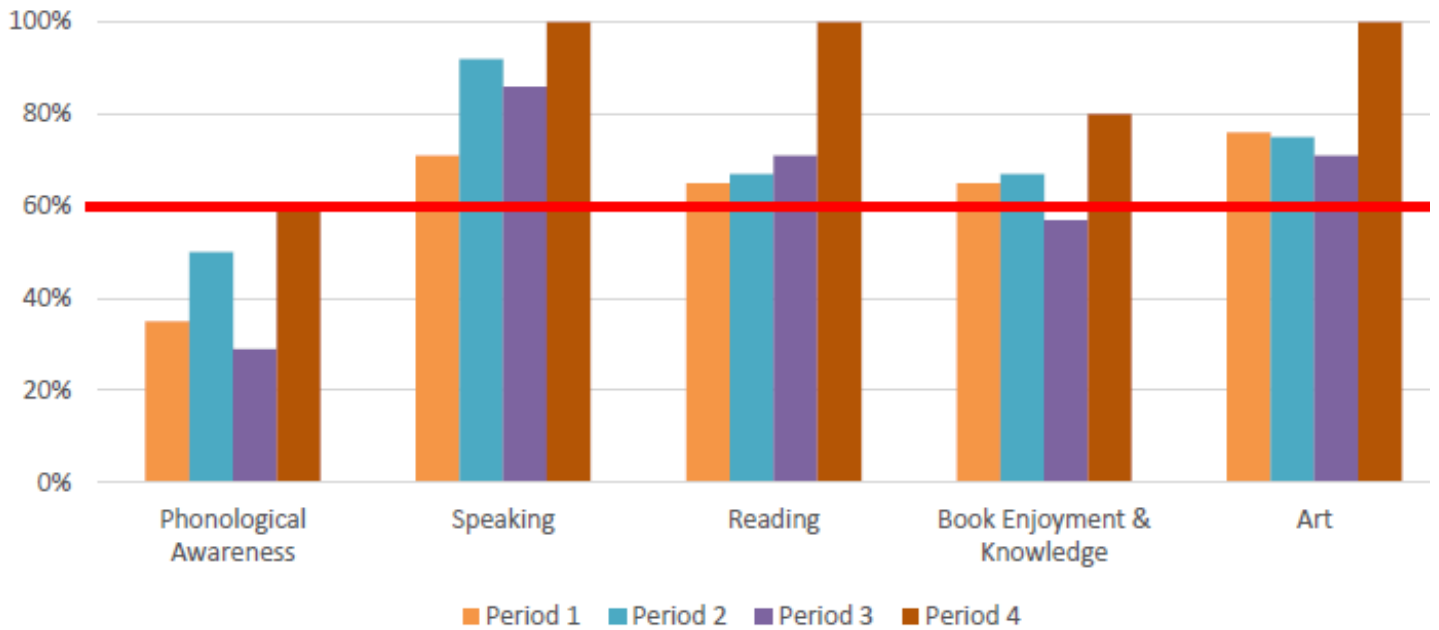


2023-2024 EARLY HEAD START SCHOOL READINESS GOALS

Emergent Literacy: Children will demonstrate an increasing ability to attend to, repeat, and use some rhymes, phrases or refrains from stories or songs.

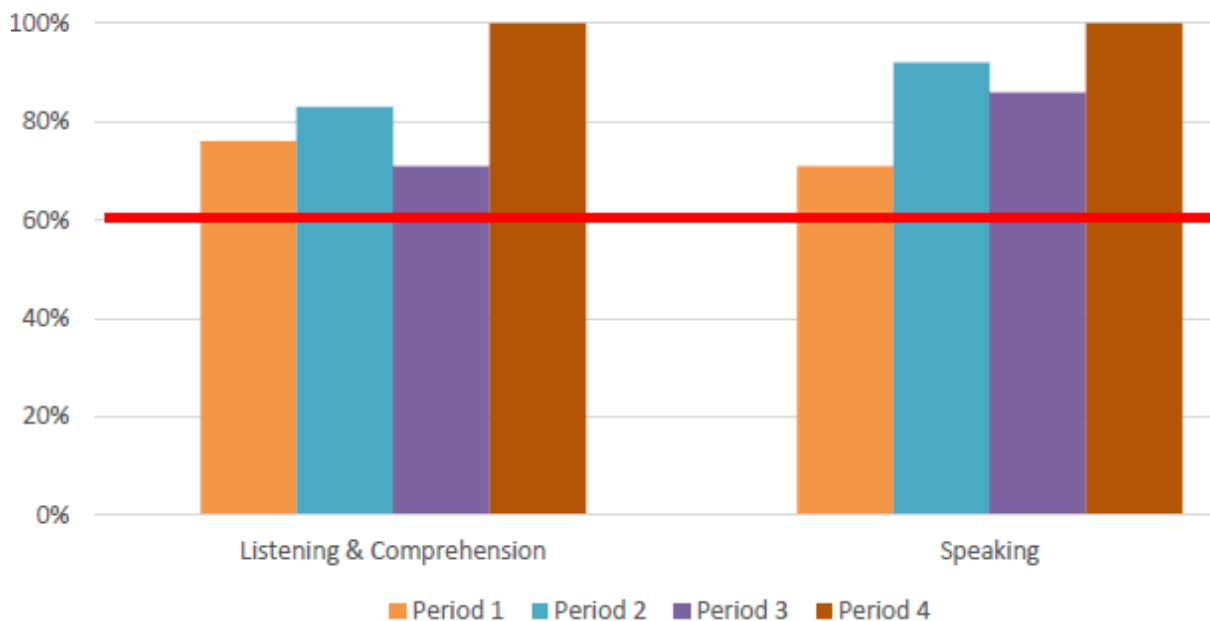
Children will demonstrate an increasing ability to recognize and comprehend meaning from symbols, signs, words, pictures, and stories.

Emergent Literacy



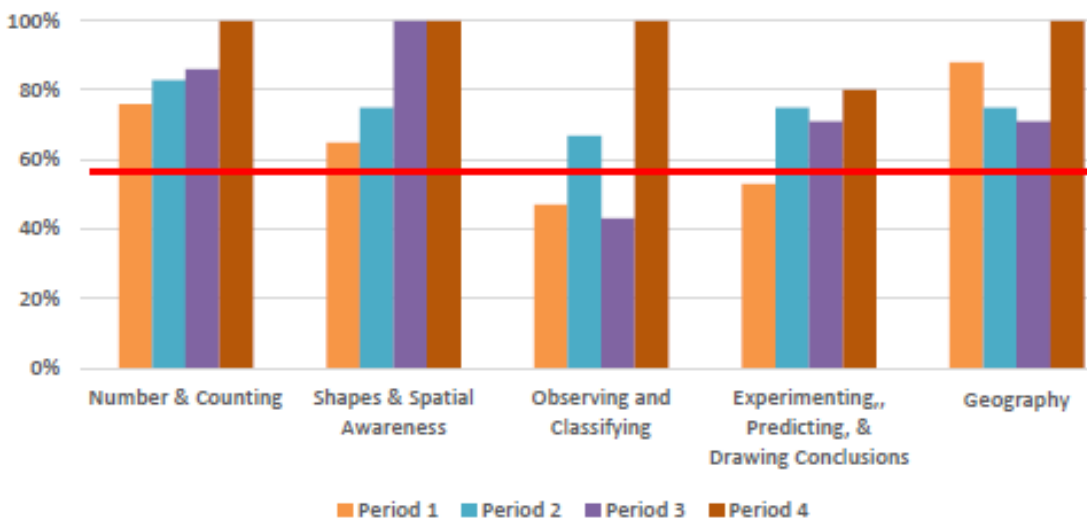
Vocabulary: Children will demonstrate an increasing number of words used to express thoughts, needs, and communicate with others.

Vocabulary



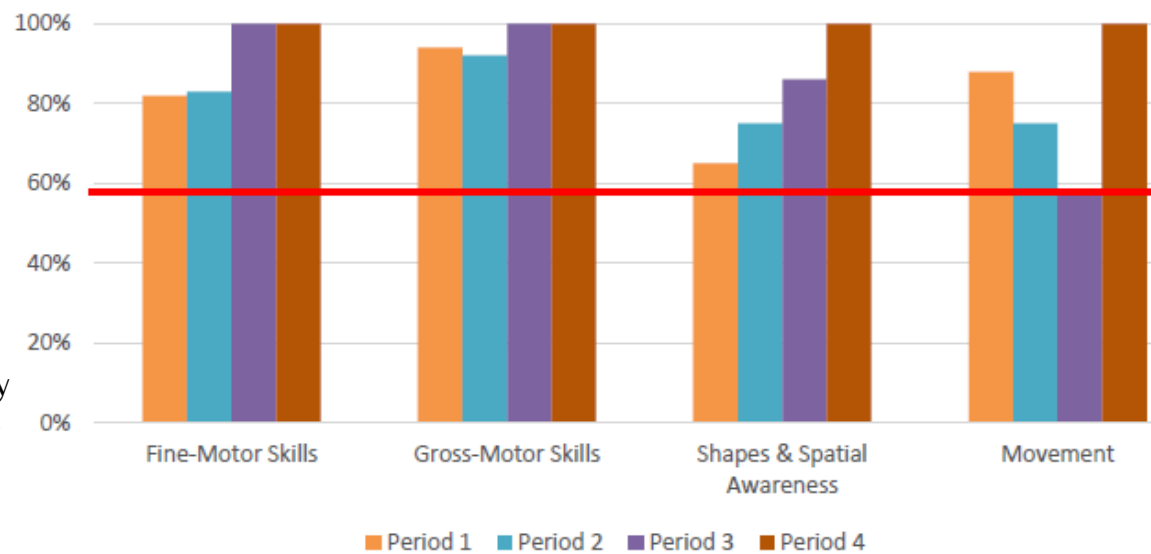
2023-2024 EARLY HEAD START SCHOOL READINESS GOALS

Cognition: Mathematic Development



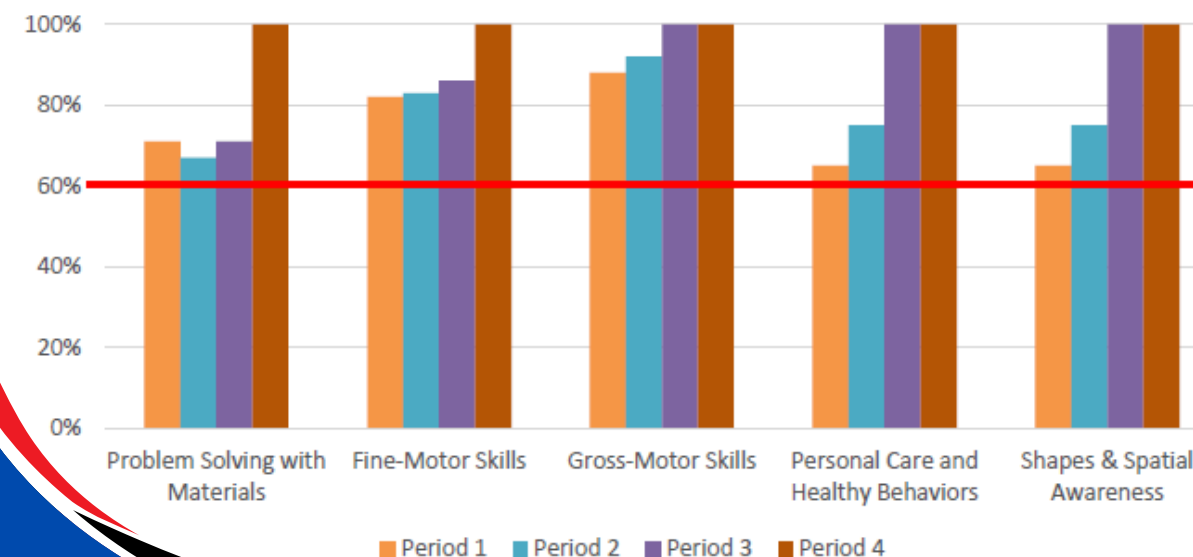
Cognition - Mathematic Development: Children will demonstrate an increasing understanding of math by developing a sense of number and quantity, using spatial awareness to understand objects and their movement in space and by matching and sorting objects or people.

Gross Motor



Perceptual Motor and Physical Development: Gross Motor: Children will demonstrate effective & efficient use of large muscles for movement, position, exploration, and the use of sensory information and body awareness in relation to their environment.

Fine Motor



Perceptual Motor and Physical Development: Fine Motor: Children will demonstrate an increasing ability to coordinate hand and eye movements to perform actions and use their hands for exploration, play, and daily routines; and to adjust, reach, and grasp to use tools.