



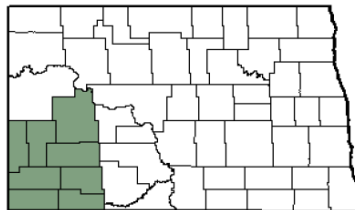
Community Action Partnership Head Start Annual Report February 1, 2009 – January 31, 2010



Providing Resources to Enhance the Lives of Families and their Children.

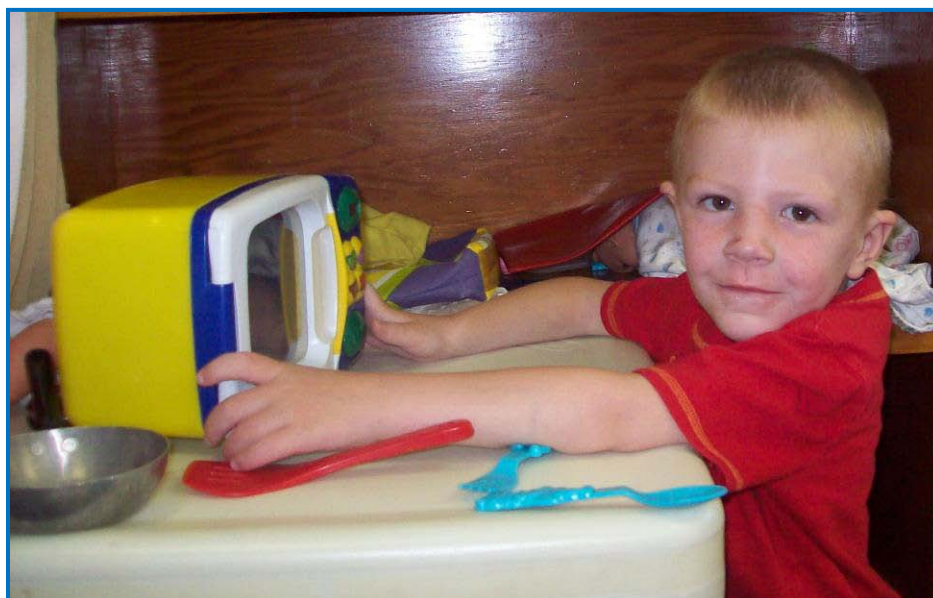
Community Action Partnership, CAP, Head Start services a geographic area of 10,001 square miles, encompassing eight southwestern North Dakota counties: Adams, Billings, Bowman, Dunn, Hettinger, Golden Valley, Slope, and Stark.

**North
Dakota**



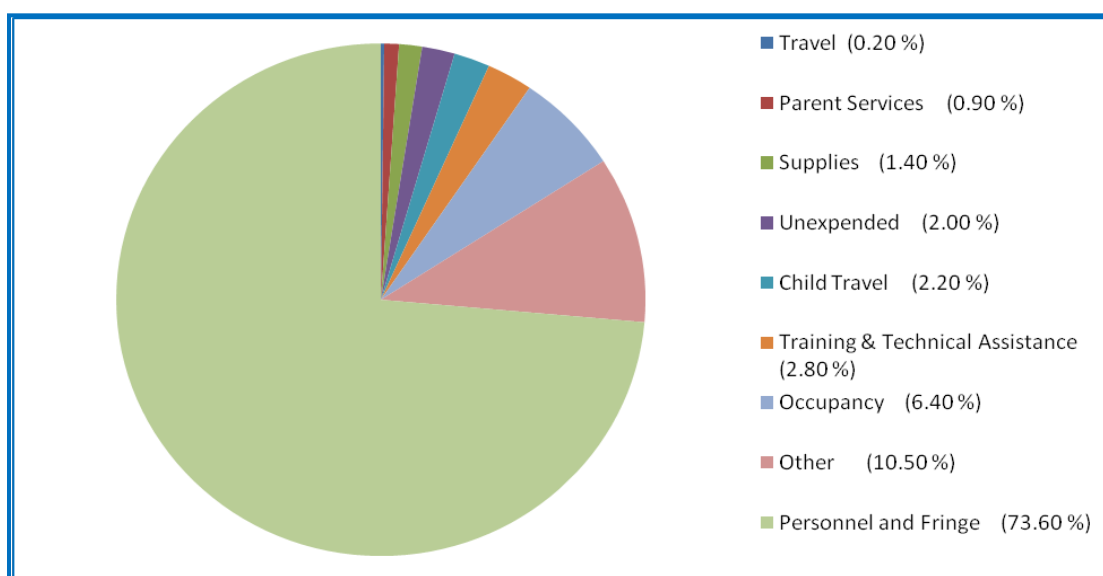
Region VIII

Regional Council Location :	Dickinson
Total Population, 2008 :	36,660
Regional Population Rank, 2008 :	7 of 8
Land Area (square miles), 2000 :	10,001
Population Density, 2008 :	3.7



Funding Levels February 1, 2009 to January 31, 2010

Budget Expenditures Categories	Proposed Budget	Actual Budget Expenditures	Percentage of Budget
	2-01-09 to 1-31-10	2-01-09 to 1-31-10	
Travel	\$2,500	\$1,787	0.20%
Parent Services	\$8,850	\$10,065	0.90%
Supplies	\$13,750	\$16,075	1.40%
Unexpended		(\$22,633)	2.00%
Child Travel	\$19,400	\$24,808	2.20%
Training & Technical Assistance	\$33,800	\$31,966	2.80%
Occupancy	\$78,360	\$72,030	6.40%
Other	\$64,089	\$119,029	10.50%
Personnel and Fringe	\$908,009	\$830,365	73.60%



ADDITIONAL FUNDING

Community Action Partnership Head Start received an additional \$171,437 in Federal funding during the fiscal year ending January 31, 2010.

- **\$31,155** provided all Head Start staff with a permanent 3.06% cost of living increase.
- **\$18,734** American Recovery and Reinvestment (ARRA) funds for a 1.84% cost of living increase effective July 1, 2009 through June 30, 2010.
- **\$57,445** ARRA funds to extend the Education Coordinator and Family Services Case Manager positions from .5 FTE to 1 FTE and fund college tuition and books for Head Start teachers to obtain their early childhood education majors as required by the Head Start Act of 2007.
- **\$45,653** Program Improvement funding provided facility improvements and the purchase of an online data management system.
- **\$18,450** Training funds for teaching assistant Child Development Associate (CDA) credentials required by the Head Start Act of 2007.

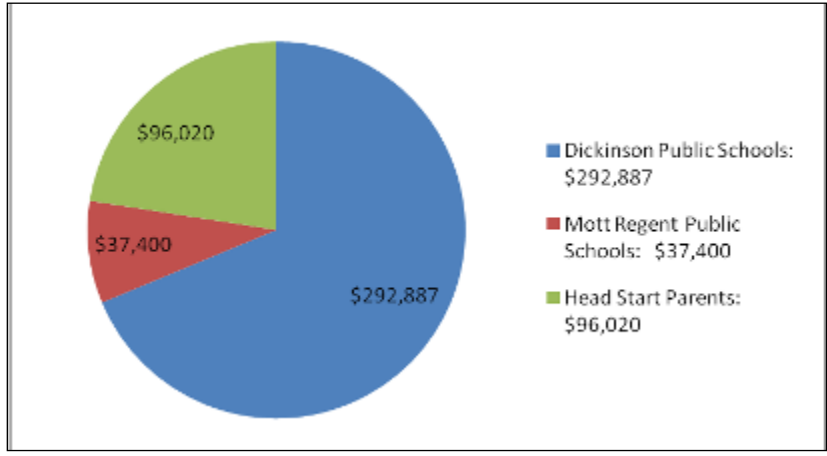
Major Sources of Nonfederal Grant Match February 1, 2009 to January 31, 2010	
Federal Head Start Funding	\$1,094,958
Federal Head Start Training & Technical Assistance Grant	\$ 33,800
Total	\$1,128,758
Funding from Other Sources	
Non-federal In-kind Match	\$ 282,190
USDA	\$ 60,000
Total	\$ 342,190

Required \$282,190

Nonfederal Grant Match

20% nonfederal grant match

February 1, 2009 to January 31, 2010

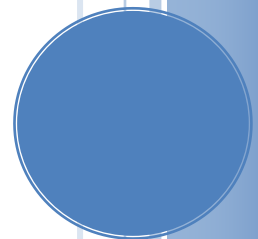


A strong partnership with Dickinson Public Schools provided 100% of the required nonfederal match through sharing rent, utility and staff costs to provide early childhood special education services. Mott Regent Public Schools provided a classroom for the Head Start program in their school building.

Parents partnered with Head Start in preparing their children for Kindergarten and by serving as advisory committee members. CAP Head Start collected **\$150,000** more than the required \$282,190 in nonfederal match during the past fiscal year.

Community Action Partnership Early Head Start Program

- Community Action Partnership was awarded a \$1.96 million two year ARRA grant to start an Early Head Start program to serve 72 infants, toddlers, and expectant families.
- The mission of Early Head Start is to
 - promote healthy prenatal outcomes for pregnant women
 - enhance the development of very young children, and
 - promote healthy family functioning.
- The comprehensive early childhood program will serve Adams, Billings, Bowman, Dunn, Golden Valley, Hettinger, Slope, and Stark counties through home visits and parent child socializations.
- After a permanent facility can be secured in Dickinson center-based services will be offered five days per week for families who are employed or attending school.
- Early Head Start services will begin in June and the program will be fully operational by December 2010.





An Independent Auditor's Report conducted by Brose, Lardy, Sticka CPA's in July, 2009 concluded that no material weaknesses or significant deficiencies were identified in the Financial Statement or Federal Awards findings and questioned costs related to any grants administered by Community Action Partnership, including the Head Start Grant Award.

OFFICE OF HEAD START ON SITE MONITOR REVIEW

In October 2009, the Office of Head Start conducted an on-site monitoring review and commended CAP Head Start for its commitment to increasing the quality of education and services for all preschool children in their eight county enrollment area. CAP Head Start has provided ongoing early childhood professional development opportunities for the area private preschool teachers through a partnership with the Roughrider Education Service program and the local public school districts.

Through its partnership with a local private high school, CAP Head Start has provided an ongoing source of young male volunteers in the Dickinson Head Start Center. The high school students receive academic credit while the Head Start children benefit from young male role models.

Efforts by the CAP Head Start program to reach out, collaborate, educate, and inform educators, parents, and community members has increased the quality of education and services for all children as evidenced from the CAP Head Start children's school readiness and success.

CAP Head Start had two areas of noncompliance related to cost principles for nonprofit organizations, one noncompliance related to facilities and one noncompliance related to the type of trash cans used in the classrooms. Corrections have been made that have met with the Office of Head Start approval.



- Time and effort reports were revised to detail the activity as well as the time spent engaged in job duties charged to the Head Start grant.
- Compensation for the grantee owned Dickinson Head Start Center is now limited to use allowance or depreciation.
- The Davis Bacon Act has been incorporated into the grantee's policy manual.
- The existing covered trash cans were replaced with another covered trash can design at the Dickinson and Hettinger County Head Start classrooms.

Enrollment

PROGRAM OPTIONS

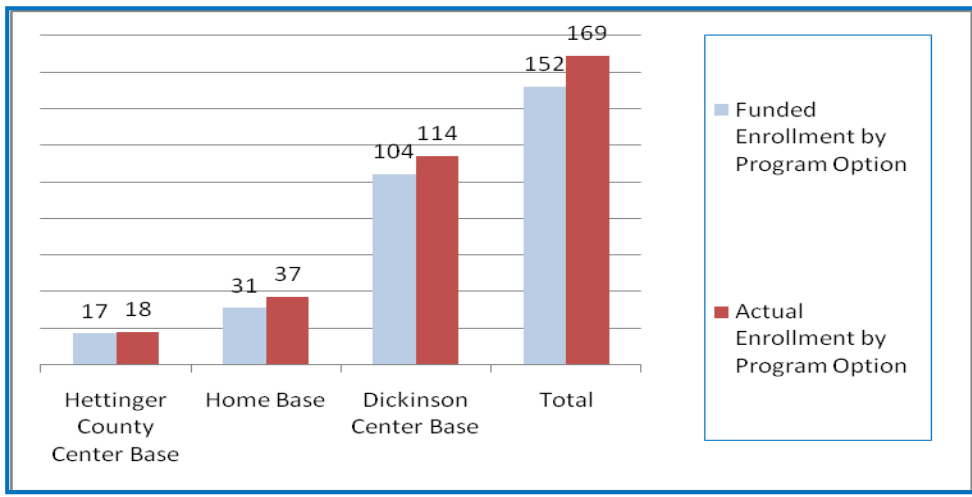
CAP Head Start maintained 100% of the 152 **funded enrollment** slots throughout its program year, September through May. Services were provided for 169 eligible preschoolers through a combination of center and home based services.

Numbers of Eligible Preschool Children Served Per Program Option

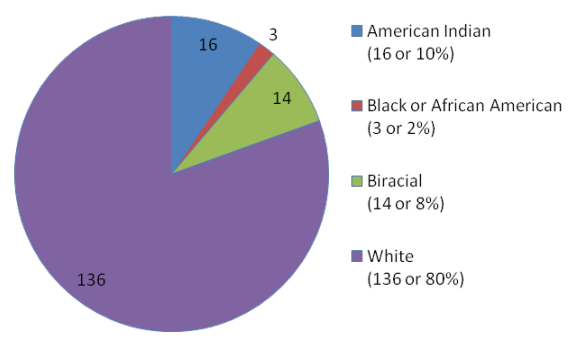
Dickinson Head Start Center Half Day	104
Hettinger County Head Start Full Day	17
Home Base Program	31

North Dakota Kids Count (2009) reported 1,122 children between the ages of three and five years resided in Region VIII. With a poverty rate of 16%, around 179 children would have been income and age eligible for Head Start. During the 2008-2009 program year, CAP Head Start served 169 children or approximately 94% of those children income and age eligible preschoolers.

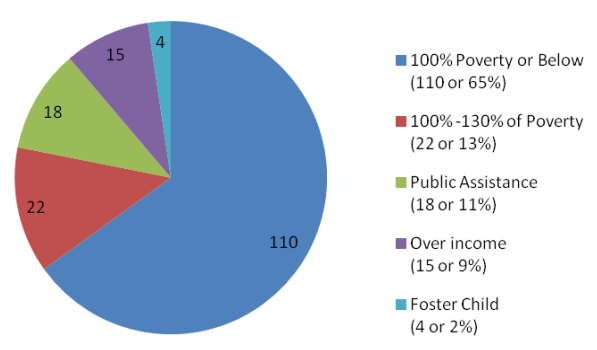
Actual Versus Funded Enrollment



Enrollment by Race



Enrollment by Eligibility



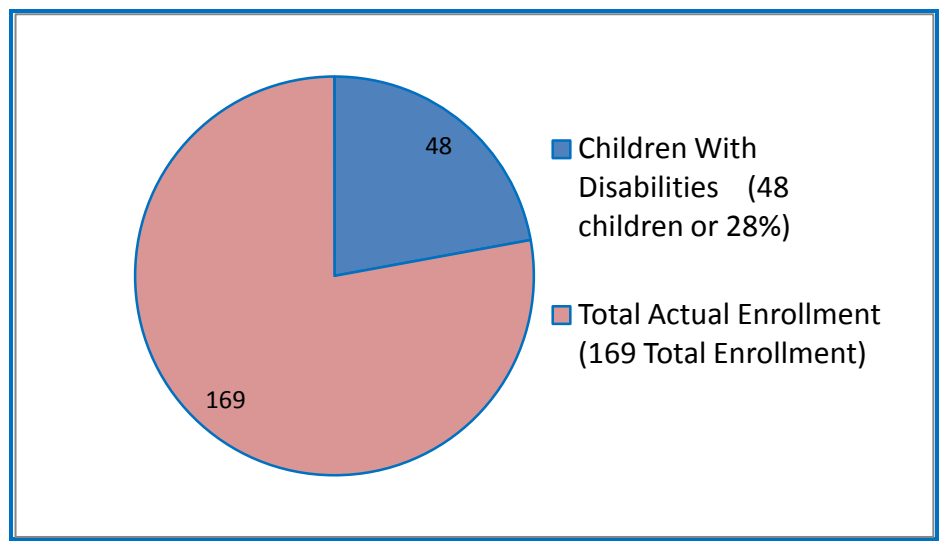
Children with Disabilities

Enrollment by Program Option

Dickinson Head Start Center	39
Hettinger County Center Base	3
Home Based Option	6



Preschool children with disabilities made up 28% of the total actual enrollment.



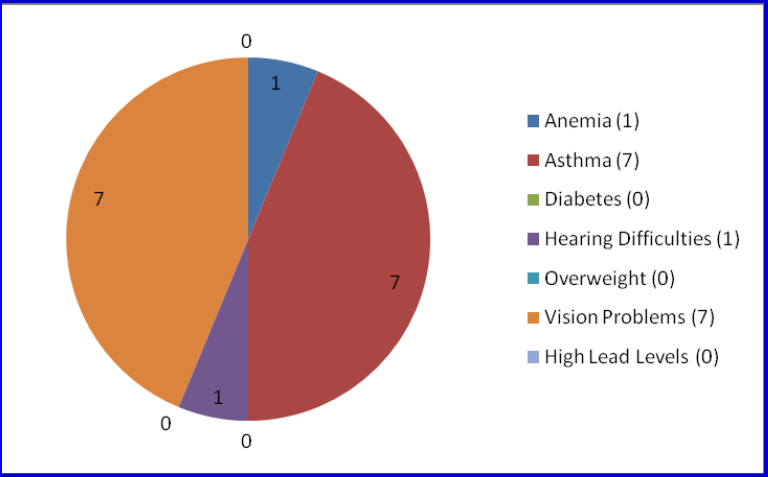
Well Child Examinations

HEALTH

166 of the 169 Head Start children enrolled were up to date on their well child examinations.

- Three children who were not up to date were dismissed prior to 90 days of enrollment.

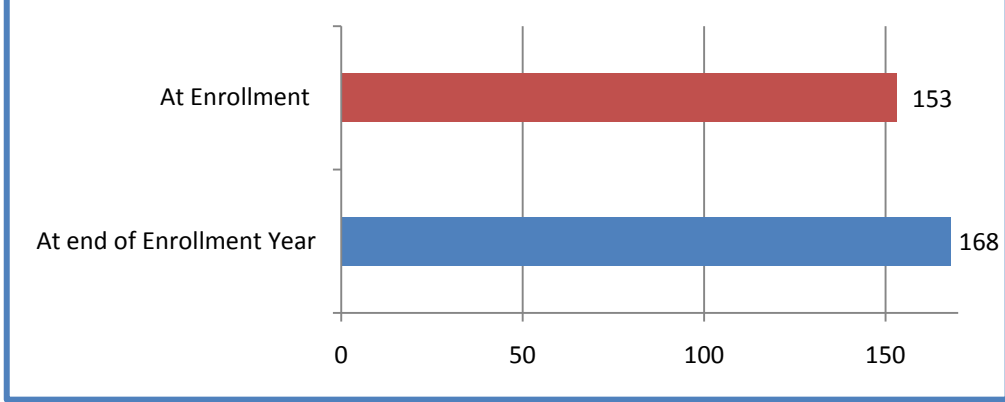
Children who Received Medical Treatment



Immunizations

- 153 children began Head Start up to date with immunizations.
- 168 Head Start children were up to date at end of program year.

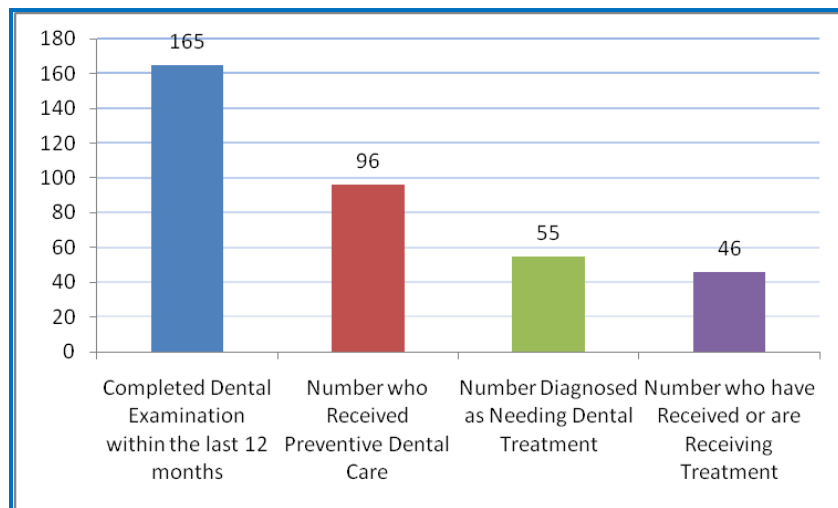
Immunization Services Up To Date



Dental Services

- 165 Head Start children completed a professional dental exam.
- 96 Head Start children received Preventive Dental Care
- 55 Head Start children were diagnosed as needing treatment.
- 46 Head Start children received treatment.
- Primary reason given by families whose children did not receive treatment
 - Inability to access dentist who accepted Medicaid

Dental Services



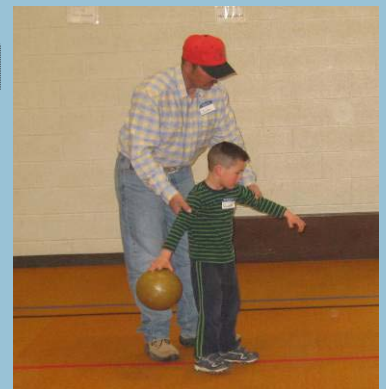
Parent Activities



- Head Start parents volunteered a total of 8,053 hours.
- This translated into \$96,020.42 worth of In-kind donation.
- Parent Committee meeting topics included:
 - ▶ Healthy nutrition and daily exercise for the entire family;
 - ▶ Literacy activities that parents and children completed together to promote literacy development in the home;
 - ▶ Parent Committees along with conferences, school newsletters, literacy activities, etc. promoted the active involvement of fathers and father figures in young children's school readiness;
 - ▶ Kindergarten transition night to help parents understand expectations of transitioning into kindergarten for their child and themselves;
 - ▶ Parent education including child development, budgeting, nutrition, CPR, First Aid, parenting.



Fatherhood Activity Night

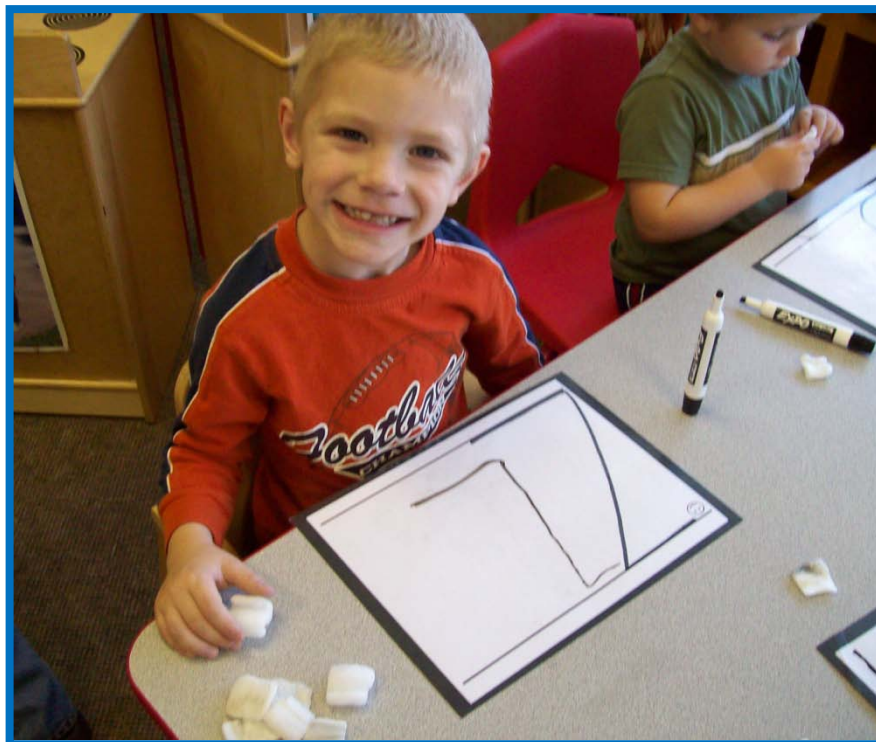




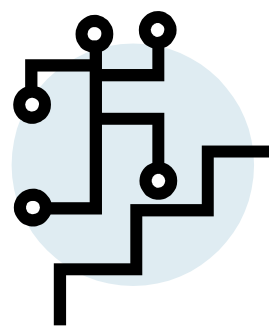
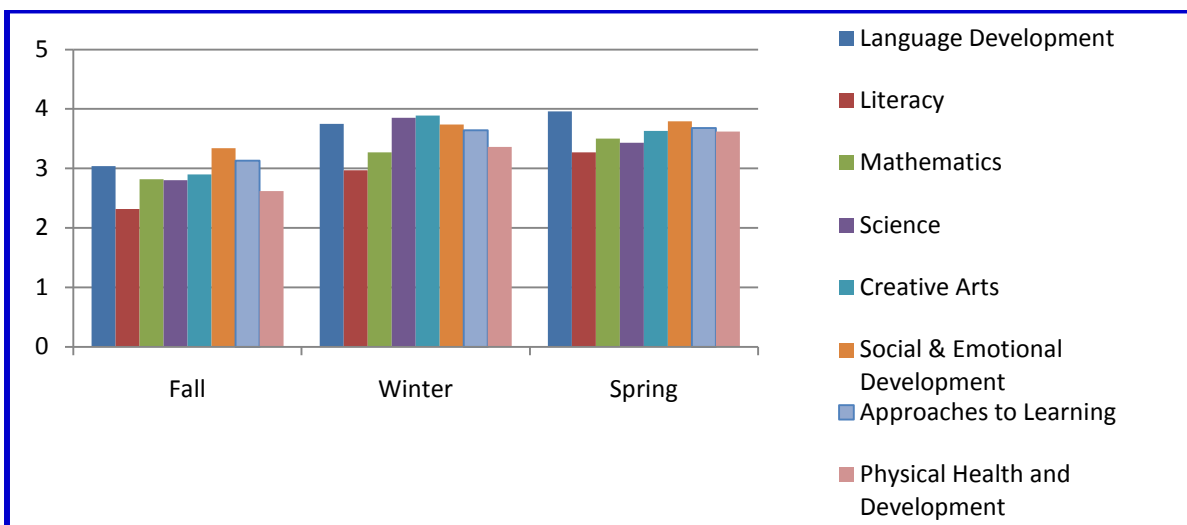
KINDERGARTEN READINESS

Community Action Partnership utilizes an evidenced based curriculum, High/Scope, that has been aligned with the North Dakota Early Learning Guidelines and the national Head Start child outcomes to ensure that the children who leave CAP Head Start are ready for kindergarten. At the end of the 2008-2009 program year, 98 children transitioned into kindergarten. CAP Head Start staff carried out transition activities with the surrounding school districts where these children attended kindergarten. These activities included kindergarten open houses, parent training and meetings with the receiving school staff, and child visits to school.

The Head Start children made significant gains in all eight areas of school readiness during the 2008-2009 school year. The children entered the program with an average score of 2.87 out of 5.00 and finished the year with an average score of 3.61 across all domains. These scores included children aged 3, 4, and 5 years and approximately one fourth of those children had disabilities that required special education.



Child Outcomes Progress Report Fall 2008 - Spring 2009



*Community
Action
Partnership
Head Start &
Early Head Start*