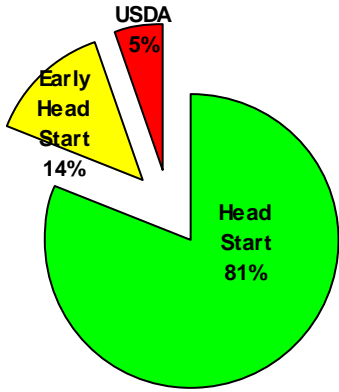




# Head Start / Early Head Start Annual Report 2016-2017



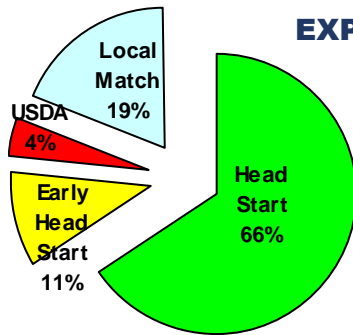
Fiscal Year  
November 1, 2016 - October 31, 2017



## FUNDING & BUDGETS

### REVENUES:

Head Start	\$2,902,330
Early Head Start	\$484,787
USDA	\$186,188
<b>Total Revenues</b>	<b>\$3,573,305</b>



### EXPENDITURES:

Head Start	\$2,902,330
Early Head Start	\$484,787
USDA	\$186,188
Local Match	\$846,779
<b>Total:</b>	<b>\$4,420,084</b>

Amounts above include HS Duration Funding.  
EHS Expansion Grant not included, to be  
reflected next Annual Report.

## ENROLLMENT

	Funded Enrollment	Total Families served 16/17	Total Children served 16/17	Average Enrollment
Head Start	356	411	431	100%
Early Head Start	46	52	65 children 9 pregnant women	100%
<b>Program Wide</b>	<b>402</b>	<b>463</b>	<b>505</b>	<b>100%</b>



**Percentage of Eligible Children Served**

Program	Applications Received	Eligible Children Served	Percentage
Head Start	448	431	96%
Early Head Start	110	65 children 9 pregnant women	67%
Program Wide	558	505	90%



**Medical and Dental Exams**

	Head Start	Early Head Start	Total	Percentage of Enrolled
Dental	392	65	457	90%
Physical	420	65 children 9 pregnant women	494	98%

**PARENT INVOLVEMENT ACTIVITIES**

Head Start recognizes that a positive relationship with parents is essential to the overall development and education of their children. Head Start / Early Head Start staff use a variety of methods to support and encourage parent involvement.

To reinforce the concept that parents are their child’s primary teacher, home visits and parent meetings are offered for Head Start parents. Once a week, Early Head Start staff meet with parents bringing structured and informal activities for the parent and child. Early Head Start parents are also encouraged to participate in socializations twice a month which include parent education and age appropriate parent-child activities. Parent/Teacher Conferences for Head Start parents may be scheduled as desired to discuss their child’s progress and to gather ideas which can be utilized to further enhance their child’s development. Father involvement is a focus and is tracked. Special efforts to outreach and support father involvement is a program goal.

Parent involvement is also supported through the many volunteer opportunities that are available at FiveCAP, Inc. Early Head Start / Head Start parents are provided opportunities to volunteer in the classroom, county offices, commodities distribution and by attending monthly field trips. Through participation in the Policy Council, Health Advisory Council, as well as, the Grant planning process parents are able to gain valuable leadership skills, as well as, to provide input into Head Start policies, activities and procedures.

To recognize those parents who have given of their time throughout the year and to celebrate their success, a Parent Volunteer Honors Banquet is held annually.

**CURRICULUM AND KINDERGARTEN READINESS**

In an effort to prepare children for Kindergarten, FiveCAP, Inc. uses a locally designed, research-based thematic curriculum. The Head Start Curriculum helps teachers plan and implement a developmentally appropriate program that promotes children’s social-emotional development and learning in the core areas of literacy, mathematics, science and social studies. FiveCAP, Inc. integrates curriculum with high quality assessments, professional development and resources to create a well-rounded program that addresses the unique needs of early childhood professionals, children and their families.

The Head Start Curriculum has been aligned with the Head Start Early Learning Framework and the MI Early Childhood Standards of Quality.

The Head Start Work Sampling System is used to assess children in the core areas three (3) times a year. This assessment tool is embedded in the Curriculum and works hand and hand with the Head Start Curriculum to ensure child success. Head Start Child Outcomes determine the accomplishment of age appropriate milestones in cognitive, language, emotional, social and motor skills.



## ANNUAL KINDERGARTEN TEACHER SCHOOL READINESS SURVEY RESULTS

FiveCAP sent out a survey in February/March 2017 to fifteen (15) school districts Superintendents and Kindergarten Teachers asking for what a child must know to be considered school ready when entering Kindergarten. Forty-two (42) Teachers in all fifteen (15) school districts responded. See results below:

Abilities:	Very Important	Somewhat Important	Least Important
Controls impulses and self-regulates.	40 (95%)	2 (5%)	
Follow simple classroom rules and routines.	40 (95%)	2 (5%)	
Follows one- to two-step directions.	39 (93%)	3 (7%)	
Works and plays cooperatively with peers.	37 (91%)	5 (9%)	
Demonstrates age-appropriate independence in a range of activities, routines & tasks.	37 (88%)	5 (12%)	
Appropriately expresses needs and wants verbally in primary language.	36 (86%)	6 (14%)	
Perform basic self-help/self-care tasks.	36 (86%)	6 (14%)	
Participates successfully in circle time.	34 (81%)	7 (17%)	1 (2%)
Identifies at least ten (10) letters of the alphabet, especially those in their own name.	34 (81%)	7 (17%)	1 (2%)
Relates appropriately to adults other than parent/primary caregiver.	33 (79%)	9 (21%)	
Associates sounds with written words.	27 (64%)	11 (26%)	4 (10%)
Use of small manipulatives such as crayons, paintbrush, buttons, and zippers.	26 (62%)	16 (38%)	
Shows awareness of the environment.	25 (60%)	16 (38%)	1 (2%)
Uses letter-like shapes, symbols, and letters to convey meaning.	25 (60%)	14 (33%)	3 (7%)
Uses eye-hand coordination to perform tasks.	24 (57%)	18 (43%)	
Shows eagerness and curiosity as a learner.	21 (50%)	19 (45%)	2 (5%)
Recognizes and names common shapes.	20 (48%)	15 (35%)	7 (17%)
Recognizes eight primary colors.	16 (38%)	19 (45%)	7 (17%)
Uses senses to observe and explore classroom materials and natural phenomena.	16 (38%)	18 (43%)	8 (19%)
Moves with balance and control.	15 (35%)	23 (55%)	4 (10%)
Uses dialogue, actions and objects to tell a story or explain thoughts and feelings about self or a character.	11 (26%)	27 (64%)	4 (10%)
Orders, compares and describes objects according to size, length, height, and weight.	9 (21%)	23 (55%)	10 (24%)
Begins to be aware of technology and how it affects their lives.	7 (17%)	17 (40%)	18 (43%)

■ = Physical Dev/Health     
 ■ = Social and Emotional     
 ■ = Approaches to Learning  
■ = Language and Literacy     
 ■ = Cognitive and General Knowledge

### LINGUISTIC - HS/EHS PY 2016/2017

Number of children whose primary language is English: 414  
 Number of children whose primary language is Spanish: 17

### MOST RECENT FEDERAL MONITORING REVIEW

Three of five anticipated federal Aligned Monitorings were conducted in 2015/2016: Health & Safety, CLASS, and Comprehensive Services/School Readiness. Results were no findings and no corrective actions. The program is in good standing and no monitorings were conducted in 2016/2017.

### AUDITS

FiveCAP, Inc. FY 2015/2016 Financial Statements and Audit are available upon request. FiveCAP received federal notification of acceptance of the FY 2016 Audit.

## **WHAT'S NEW IN 2017!!**

**Increased Space for Special Needs:** FiveCAP expanded the Northern Manistee Child Development Center building in Kaleva to provide increased space to serve children with special needs. A portable unit was attached and renovations completed in Spring 2017.

**Head Start Duration Grant:** On January 3, 2017, it was announced that FiveCAP, Inc. was one of 665 Head Start programs in the nation to receive a grant to extend service hours. Extended service hours for children at the Southern Newaygo FiveCAP Head Start Center and the Manistee Child Development Center began September 2017. All Centers will be required to operate full day/full year by 2021.

**EHS Expansion Grant:** On March 21, 2017, it was announced that DHHS/ACF awarded FiveCAP, Inc. a \$1.27 million Early Head Start Child Care Expansion grant to support expanded Early Head Start programs for children in Mason, Manistee, Lake and Newaygo counties with a center-based model. Site development and building construction is in progress to provide a center in all four counties for parents working and going to school. New centers are on schedule to be licensed and operational in 2018.

## **FIVECAP, INC. HEAD START CENTERS**

### **Southern Newaygo FiveCAP Head Start Center**

9815 S. Mason Drive, Grant, MI 49327  
Ph: (231) 834-9472 Fax: (231) 834-1850

### **Hesperia Area Child Development Center**

M-20 5210 One Mile Road, Fremont, MI 49412  
Mailing: PO Box 284, White Cloud 49349  
Ph/Fax: (231) 924-9719

### **Robert F. Williams**

#### **Community & Family Service Center**

2448 W. 44<sup>th</sup> Street, PO Box 387, Baldwin, MI 49304  
Ph: (231) 745-6254 Fax: (231) 745-4387

### **Manistee Child Development Center**

265 First Street, Manistee, MI 49660  
Ph/Fax: (231) 723-2231

### **Northern Manistee Child Development Center**

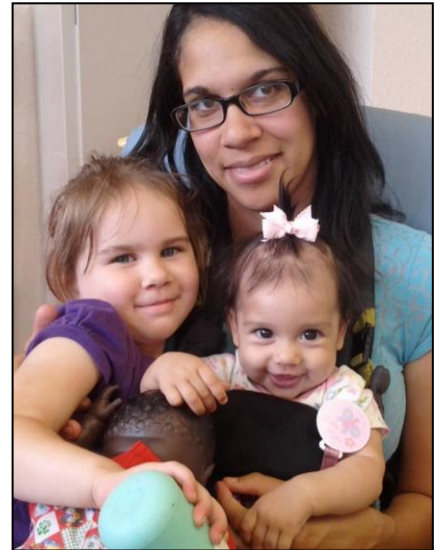
8850 N. Highbridge Road, Kaleva, MI 49645  
Ph/Fax: (231) 362-2444

### **Ludington Area FiveCAP Head Start Center**

1115 S. Madison, Ludington, MI 49431  
Ph/Fax: (231) 845-0041

### **Fountain Child Development Center**

3876 East Main, PO Box 54, Fountain, MI 49410  
Ph/Fax: (231) 462-3961



## **EARLY HEAD START**

### **Mason County:**

Mason Co. FiveCAP Office  
(231) 757-3785 – Scottville

### **Manistee County:**

Manistee Co. FiveCAP Office  
(231) 723-8327 – Manistee

### **Lake County:**

Lake Co. FiveCAP Office  
(231) 745-4617 – Baldwin

### **Newaygo County:**

Newaygo Co. FiveCAP Office  
(231) 689-6688 – White Cloud



**Pictured left:**  
Manistee,  
Jacquelyn  
Gielczyk – PNC  
Grow Up Great  
Volunteer  
presents check  
to Manistee  
Child  
Development  
Center. **Over  
\$10,000 raised  
to date!!!**