



# Head Start / Early Head Start Annual Report 2020-2021

Fiscal Year  
November 1, 2020 - October 31, 2021

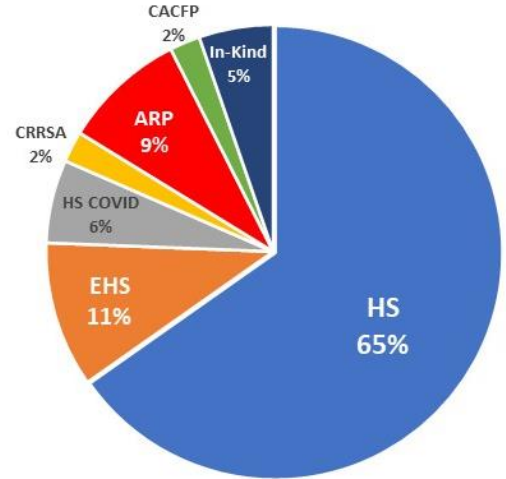


## FUNDING & BUDGETS



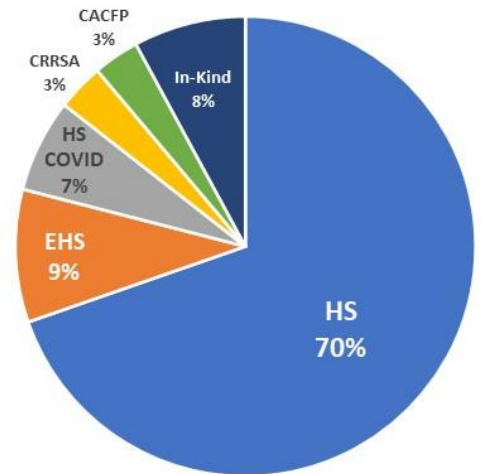
### REVENUES:

Head Start	\$3,386,720
EHS (Home Based)	\$538,771
HS One-Time COVID	\$308,440
COVID-19 CRRSA (one-time)	\$114,669
American Rescue Plan (one-time)	**\$455,867
USDA (CACFP)	\$112,636
*Local Match (In-Kind)	\$274,296
<b>Total Revenues</b>	<b>\$5,191,399</b>



### EXPENDITURES:

Head Start	\$2,420,018
EHS (Home Based)	\$324,530
HS One-Time COVID	\$227,602
COVID-19 CRRSA (one-time)	\$114,669
American Rescue Plan (one-time)	**\$0
USDA (CACFP)	\$112,636
*Local Match (In-Kind)	\$274,296
<b>Total Expenditures:</b>	<b>\$3,473,751</b>



*\*Balance of local match requirement waived due to COVID-19 pandemic. Match requirement met.*

*\*\*American Rescue Plan grant period 4/1/2021 to 3/31/2023.*



## ENROLLMENT

FY 20/21	Funded Enrollment	Total Families Served	Total Children Served	Average Enrollment
Head Start	335	248	264	78.8%
Early Head Start (Home Based)	46	41	48 children 3 pregnant women	100%
Program Wide	381	289	312	89.4%



### Percentage of Eligible Children Served

Program	Applications Received	Eligible Children Served	Percentage
Head Start	272	264	97%
Early Head Start (Home Based)	60	48 children 3 pregnant women	85%
Program Wide	332	315	95%



### Medical and Dental Exams

	Head Start	Early Head Start
Dental	186 (78%)	48 children (100%) 3 pregnant women
Physical	253 (96%)	48 children (100%) 3 pregnant women

## PARENT INVOLVEMENT ACTIVITIES and IMPACT OF COVID-19

FiveCAP, Inc. Head Start and Early Head Start staff use a variety of methods to support and encourage parent involvement.

The COVID-19 pandemic which started in February 2020, continued to limit in-person parent interactions throughout PY 2020/2021. Frequent contact and the use of technology were instrumental in maintaining parent engagement essential to continue their child's learning progress.

Head Start staff reinforced the concept that parents are their child's primary teacher. Home visits and parent meetings were offered for Head Start parents, primarily conducted virtually or in a space that allowed for social distancing following healthy protocols. Teachers maintained regular contact with parents and providing learning activities for children, tracking progress, and resources.

Early Head Start (home-based program) staff maintained weekly contact with parents, bringing structured and informal activities for the parent and child. Early Head Start parents received regular mailings of packets with information on parent education and age-appropriate parent-child activities. Parent/Teacher conference calls were held to discuss their child's progress and to gather ideas which can be utilized to further enhance their child's development. Father involvement is encouraged and tracked. Special efforts to outreach and support father involvement is a program goal.

Parent involvement is also supported through the volunteer opportunities available at FiveCAP, however many opportunities were limited for this time period due to COVID-19 protocols in place for the health and safety of parents and staff. Parents are generally provided opportunities to volunteer in the classroom, county offices, commodities distribution and by attending monthly field trips. Through participation in the HS/EHS Policy Council, Health Advisory Council, as well as the grant planning process, parents are able to gain valuable leadership skills and provide input on Head Start policies, activities and procedures.

To recognize those parents who have given their time throughout the year and to celebrate their success, a Parent Volunteer Honors Banquet is generally held annually. Due to the continuation of the pandemic, the 2021 Parent & Volunteer Recognition Banquet was cancelled.

## **CURRICULUM AND KINDERGARTEN READINESS**

FiveCAP uses a locally designed, research-based thematic curriculum to prepare children for Kindergarten. 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 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 Curriculum is 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.

Due to COVID-19, a Remote Learning Plan was developed and implemented in February/March 2020 and carried out through the remainder of that program year. PY 2020/2021 allowed a blend of remote and in-person learning with only 10 children allowed in-person per classroom, per State Child Care Licensing. Learning options continue to be provided in accordance with State government Executive Orders and federal guidance. State Child Care Licensing and CDC protocols are followed for the health and safety of children, families, and staff.

## **KINDERGARTEN TEACHER SCHOOL READINESS SURVEY**

Thirty-one (31) Kindergarten Teachers in fourteen (14) school districts in the four-county service area participated in the Kindergarten Teacher School Readiness Survey conducted in March 2021. The survey asks Kindergarten Teachers to rank in importance what they feel a child must know to be considered school ready when entering Kindergarten.

<b>Abilities:</b>	<b>Very Important</b>	<b>Somewhat Important</b>	<b>Least Important</b>
Perform basic self-help/self-care tasks.	31 (100%)	-	-
Follow simple classroom rules and routines.	30 (97%)	1 (3%)	-
Controls impulses and self-regulates.	30 (97%)	1 (3%)	-
Demonstrates age-appropriate independence in a range of activities, routines & tasks.	30 (97%)	1 (3%)	-
Appropriately expresses needs and wants verbally in primary language.	30 (97%)	1 (3%)	-
Follows one- to two-step directions.	28 (90%)	3 (10%)	-
Works and plays cooperatively with peers.	27 (87%)	4 (13%)	-
Identifies at least ten (10) letters of the alphabet, especially those in their own name.	27 (87%)	3 (10%)	1 (3%)
Use of small manipulatives such as crayons, paintbrush, buttons, and zippers.	24 (77%)	7 (23%)	-
Relates appropriately to adults other than parent/primary caregiver.	23 (74%)	8 (26%)	-
Shows awareness of the environment.	19 (61%)	12 (39%)	-
Participates successfully in circle time.	18 (58%)	13 (42%)	-
Uses eye-hand coordination to perform tasks.	17 (55%)	14 (45%)	-
Moves with balance and control.	16 (52%)	14 (45%)	1 (3%)
Recognizes eight primary colors.	16 (52%)	13 (42%)	2 (6%)
Recognizes and names common shapes.	15 (48%)	13 (42%)	3 (10%)
Uses letter-like shapes, symbols, and letters to convey meaning.	14 (45%)	15 (48%)	2 (7%)
Shows eagerness and curiosity as a learner.	13 (42%)	18 (58%)	-
Uses dialogue, actions and objects to tell a story or explain thoughts and feelings about self or a character.	10 (32%)	20 (65%)	1 (3%)
Associates sounds with written words.	10 (32%)	19 (61%)	2 (7%)
Orders, compares and describes objects according to size, length, height, and weight.	5 (16%)	16 (52%)	10 (32%)
Uses senses to observe and explore classroom materials and natural phenomena.	4 (13%)	21 (68%)	6 (19%)
Begins to be aware of technology and how it affects their lives.	4 (13%)	16 (52%)	11 (35%)

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



## **TECHNOLOGY**

Classrooms are equipped with computers and age-appropriate tablet devices.

HATCH Ignite tablets are issued out for all remote learners. Teachers assign individualized activities based on child's age and progress level, in coordination with the weekly lesson plan. Tablets are turned in weekly to track progress.

The distance learning classroom in Baldwin was upgraded in 2020 to allow for more virtual learning opportunities in staff development. An additional distance learning site at the Idlewild Historic & Cultural Center allows for social distancing and larger groups.

## **LINGUISTIC – HS and EHS PY 2020/2021**

# children - primary language is **English:** 260

# children - primary language is **Spanish:** 4

## **MOST RECENT FEDERAL MONITORING REVIEW**

A federal Head Start/Early Head Start Focus Area 1 (FA1) Aligned Monitoring Review on the content areas of Program Design & Management, School Readiness, Family & Community Engagement, ERSEA, and Fiscal Infrastructure was conducted in PY 2018/2019. No findings or corrective actions.

## **AUDITS**

FiveCAP, Inc. FY 2019/2020 Financial Statements and Audit are available upon request. FiveCAP received federal notification of acceptance of the FY 2020 Audit.



## **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  
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 (home-based)**

### **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

