

# USD 470 Cowley County Head Start

## 2015-2016 Annual Report



Published January 11, 2017

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In 1965, over fifty years ago, Head Start was launched across the nation. At the announcement in the White House Rose Garden, President Johnson called it, "One of the most constructive, and one of the most sensible and also one of the most exciting programs that this nation has ever undertaken." Head Start has been the most successful, longest-running program to address systematic poverty in the United States. Head Start programs promote school readiness by enhancing the social and cognitive development of children through the provision of educational, health, nutritional, social, and other services to enrolled children and families. They engage parents in their children's learning and help them in making progress toward their educational, literacy, and employment goals. Significant emphasis is placed on the involvement of parents in the administration of local Head Start programs.

## USD 470 Cowley County Head Start

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Cowley County Head Start is a county-wide school readiness program under the grantee, USD 470. It provides comprehensive education, nutrition, health, and parent involvement services to 147 low-income children and their families in Cowley County, Kansas. Services are provided to these children through Head Start only classes as well as blended classrooms located in Arkansas City, Winfield and Burden. This year marks the 31<sup>st</sup> Anniversary of Cowley County Head Start.

## Mission Statement

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USD 470 Head Start will provide a child focused, family-centered environment that prepares each child and family for a lifetime of learning.

## Vision Philosophy

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USD 470 Head Start will build a greater community by preparing children to succeed in school while strengthening families.

## Program Governance

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Governing Bodies:

- USD 470 Board of Education
- USD 470 Cowley County Head Start Policy Council

The Governing body, USD 470 Board of Education (B.O.E.) has the legal and fiscal responsibility for administering and overseeing this program, including the safeguarding of Federal funds, adopting practices that assure active, independent and informed governance of the Head agency and is responsible for ensuring compliance with Federal laws and applicable state and local laws.

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## **USD 470 Board of Education Members**

Joe Woodard, President  
Darren Reese  
Marty Moulton  
Jon Oak

Evelyn Shoup  
Dr. Aaron Watters  
Mike Munson

The Policy Council at the grantee level is responsible for the direction of the Head Start program, including program design and operation, long and short term planning goals and objectives, taking into account the annual community wide strategic planning, needs assessment and self-assessment.

### **2015-2016 Policy Council Members:**

#### **Officers:**

Dallas Billiter, Chairperson  
Tyrone Jackson Sharp, Vice Chairperson  
Michelle Billiter, Clerk

#### **Parent Representatives:**

Felicia Cornman  
Kaeli Drake  
Jennifer Hess  
Tremaine Watson  
Amy Roy  
Lori Vaden  
Kristina Robertson

#### **Friend:**

Dr. Nick Rogers

#### **B.O.E Representative:**

Joe Woodard, B.O.E. President  
Evelyn Shoup

#### **Community Representatives:**

Janet Davidson  
Joanna Brazil

#### **Grantee Administration:**

Dr. Ron Ballard  
Jeri Crumbliss  
Dr. Peg Dokken

## **Locations**

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Our program administrative office is located in the Lincoln Early Childhood Center, 600 South B Street in Arkansas City, Kansas. The USD 470 Administrative Board of Education office is located at 2545 Greenway, Arkansas City, Kansas.

Head Start classes are conducted in Arkansas City at the Lincoln Early Childhood Center with two Head Start classrooms and one blended classroom with the Cowley County Special Services PALS. Classrooms at Jefferson Elementary and Roosevelt Elementary are blended with the USD 470 Pre-K program. USD 462, Central Elementary Preschool in Burden, Kansas provides a blended classroom with the Cowley County Special Services Cooperative PALS. Another blended classroom with the Cowley County Special Services PALS is located at the USD 465 Winfield Early Learning Center in Winfield, Kansas. A Head Start owned building houses a full day program in Winfield at 1203 Manning.

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# Designation Renewal

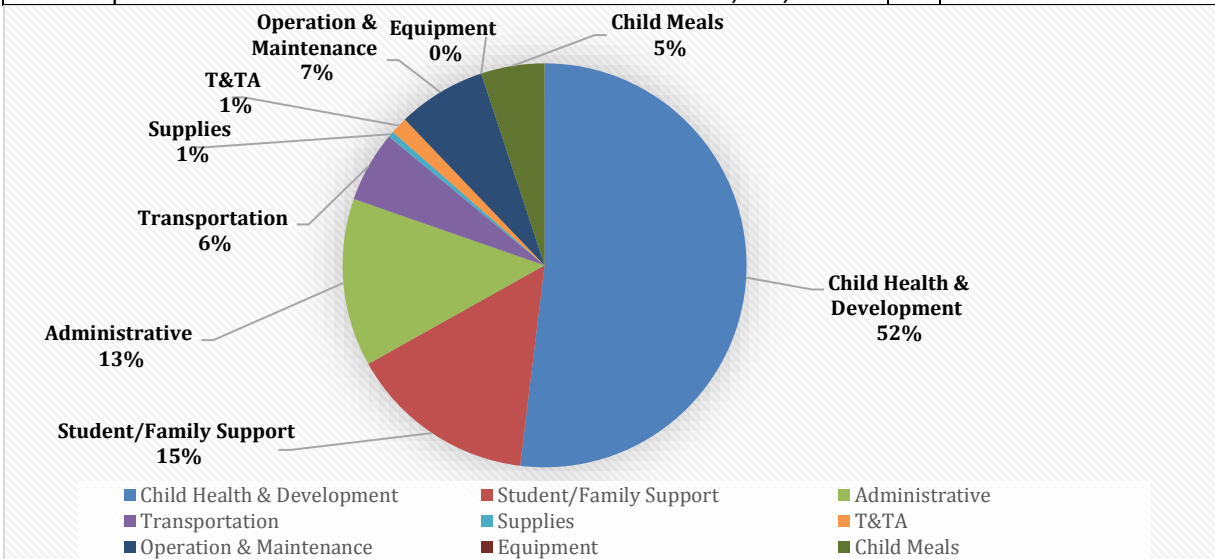
The Improving Head Start for School Readiness Act of 2007 altered the funding process for Head Start and Early Head Start programs. Programs no longer automatically qualify for renewed funding if they meet certain criteria. On December 10, 2014, Arkansas City Schools-USD 470 was notified that to continue to receive Head Start funding, beginning with 2016-2017 program year, it would be required to submit an application which would compete with other entities in its community for the funding.

On May 31, 2016 a five-year grant was awarded to Arkansas City Schools-USD 470 to continue Head Start services in Cowley County, Kansas. This five-year award project period is effective from July 1, 2016 thru June 30, 2021.

## Financial Highlights

### 2015-2016 Income/Expenses

		% of Budget
<b>Income</b>		
Federal Grant Income	1,006,813.00	95%
CACFP	49,501.00	5%
<b>Total Income</b>	<b>1,056,314.00</b>	
<b>Expenses</b>		
Child Health & Development	548,534.00	51.9%
Student and Family Support	157,944.00	15.0%
Administrative	142,040.00	13.4%
Transportation	59,890.00	5.7%
Supplies	5,126.00	0.5%
Training and Technical Assistance	14,335.00	1.4%
Operations & Maintenance	74,789.00	7.1%
Equipment		0.0%
Child Meals	53,655.00	5.0%
<b>Total Expenses</b>	<b>1,056,314.00</b>	<b>100%</b>



## 2015-2016 Audit Statement

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The 2015-2016 Audit for the year ending June 30, 2016 conducted by the accounting firm of Edward B. Stephenson cited no significant deficiencies or noncompliance's relating to the audit of the major federal award programs (which include U.S. Department of Health and Human Services, Head Start, and Administration for Children and Families) for Unified School District 470, Arkansas City, Kansas.

In regards to federal programs, Unified School District 470 complied, in all material respects, with the types of compliance requirements that could have a direct and material effect on each of its major federal programs.

## 2016-2017 Budget

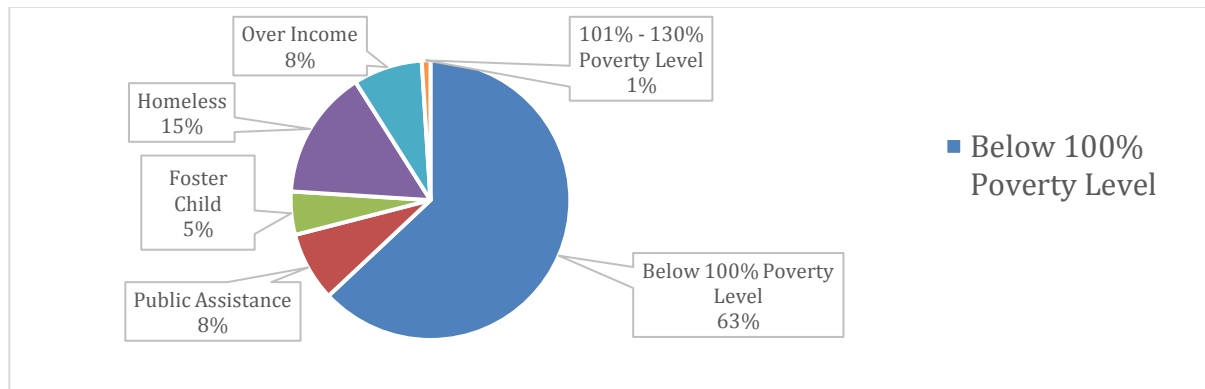
2016-2017 Projected Budget		
Income		% of Budget
Federal Grant Income	1,024,620.00	83%
Duration Expansion Grant	165,894.00	13%
CACFP	49,501.00	4%
<b>Total Income</b>	<b>1,240,015.00</b>	<b>100%</b>
Expenses		
Child Health & Development	626,053.00	51%
Student and Family Support	178,150.00	15%
Administrative	129,327.00	10%
Transportation	64,578.00	5%
Supplies	3,338.00	0%
Training and Technical Assistance	12,686.00	1%
Operations & Maintenance	49,052.00	4%
Equipment	126,429.00	10%
Child Meals	50,402.00	4%
<b>Total Expenses</b>	<b>1,240,015.00</b>	<b>100%</b>

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# Program Highlights-Eligibility, Enrollment, Attendance

## Income Eligibility

The following pie chart reflects the percentages of students who met requirements for income eligibility and those who were classified as over-income:



## Funded Enrollment and Attendance Days

Funded Enrollment	Total	Attendance Days
Arkansas City	87	133 Part Day
Burden	12	143.5 Part Day
Winfield	32	160 Full Day, 133 Part Day
Jefferson	8	157 Part Day
Roosevelt	8	157 Part Day
<b>Total</b>	<b>147</b>	<b>Average 142.60 Days</b>

## Monthly Enrollment and Attendance

	Enrollment Last day of Month	Average Daily Attendance
August	147	94.41%
September	147	92.99%
October	147	92.17%
November	147	88.83%
December	147	89.43%
January	147	87.78%
February	147	85.63%
March	145	85.98%
April	145	88.66%
May	145	87.48%

# Program Highlights-Child Health & Development

Health Services		
Medical Exams	Dental Exams	Immunizations
83%	88%	99%

Disability Services			
Location	Speech	Developmental/Multi	% of Funded Enrollment
Arkansas City	18	8	30%
Jefferson	0	0	0
Roosevelt	1	0	13%
Burden	3	2	42%
Winfield	2	1	19%
Winfield Early Learning	5	5	63%
Totals	29	16	31%

Children's Meals Served				
Food Program Funding	Breakfast	AM Snack	Lunch	PM Snack
Total CACFP	7,447	6,753	7,046	9,319.00
Total USDA	2,183	0	3,490	0
Total Meals Served	9,630	6,753	10,536	9,319

## Education/Curriculum

Cowley County Head Start's (CCHS) educational program is designed to meet each child's individual needs while providing them with the readiness skills they will need to move to the next level in their education. The Creative Curriculum is used as the basis for learning in most of our Head Start centers and is aligned with the Head Start Early Learning Outcomes Framework, State Early Learning Standards, and the USD 470 Pre-K Curriculum Standards.

The curriculum supports learning for school readiness in all developmental areas of cognition, literacy, language, physical, science, mathematics, social studies, the arts, and technology. Teachers support children's learning by using a range of approaches including child-initiated learning and teacher-directed learning. In The Creative Curriculum, interest areas are the primary setting in which children learn. The teacher observes children to learn what type of assistance they may need and how to best direct their learning. Teachers are available to support children's curiosity, their need to explore the world and to make sense of their experiences. Teachers work with children in small group instruction and large group instruction. Learning is also



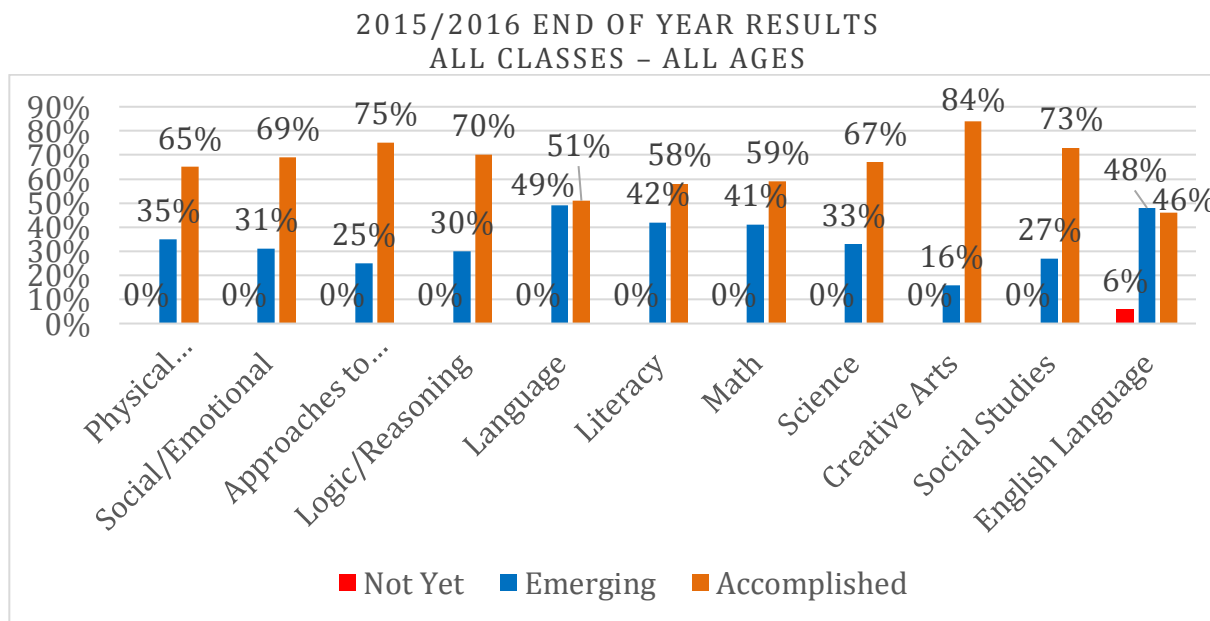
supported by other academic supplements including Handwriting Without Tears, Eureka Math, Everyday Math, Success for All's Curiosity Corner, Fast Track Phonics, Literacy First and literacy processes.

Through on-going observations, teachers gather information about children to assess their learning progress. Assessment information is entered into on-line tracking systems and shared with families three times during the school year. CCHS has developed School Readiness Goals for the expectation of children's progress across all learning domains.

By focusing on a strong family engagement, staff, parents and families collaborate to:

- Develop child's individualized educational goals
- Develop the next steps of the child's learning
- Help child gain skills needed for school readiness
- Help child demonstrate significant progress in all areas

In the spring of 2016, students demonstrated the following end of year age expectancy levels on the Head Start Child Development and Early Learning Framework.



Nationally, Head Start has adopted the Class Assessment Scoring System (CLASS). This assessment tool is "a system for observing and assessing the quality of interactions between teachers and students in the classroom." The CLASS instrument measures instructional and social interactions proven by research to contribute to student academic achievements and social competencies. Cowley County Head Start has been implementing the use of the CLASS instrument for several years. Observations for CLASS are conducted by the Education Coordinator and Disabilities/Mental Health Coordinator at a minimum of bi-annually in all classrooms. Staff development to strengthen classroom environment and instruction is provided by the Education Coordinator as well as Region VII T/TA staff.



## Parent Involvement Activities/Parent Engagement

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As their child's first and most influential teacher, parents have an important role in Head Start. Parents are always welcome in the classroom by helping with or leading activities or projects, attending learning trips, planning classroom activities, and introducing or sharing their culture with the class. There are a number of ways that parents can help teaching staff by sharing opinions, ideas and thoughts, working on projects at home, communicating with the staff, helping other parents feel welcome, and reinforcing learning at home. In addition, parents are offered the opportunity to participate in the following activities:

- Family Literacy Functions
- Parent Meetings
- Parent/ Teacher Conferences
- Home Visits
- Policy Council
- Volunteer opportunities
- Family Partnership Agreement
- Input into curriculum
- Input into program planning
- Training or community resources and referral information
- Financial literacy trainings
- Parenting

Engaging parents to become advocates for their children, not only in education, but in all aspects of their lives, is the most vital part of our program.

### Contact Information



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