



50

YEARS  
of OPPORTUNITY  
HEAD START | 1965-2015

KINGS COMMUNITY  
**KCAO**  
ACTION ORGANIZATION

# Head Start Annual Report

## 2014-2015



A map of California with Kings County highlighted in red. The map shows the state's outline and county boundaries. Kings County is located in the central-eastern part of the state, near the border with Oregon. The word "Kings" is written in small text within the red outline of the county.

## **KCAO's Mission**

Working as a team, KCAO will seek and provide programs that develop self-sufficiency in individuals, families, and communities within Kings County.

## **KCAO's Vision**

Kings County residents and communities will achieve self-sufficiency through the high-quality and client-focused programs of KCAO.

*This report was prepared in compliance with the Head Start Reauthorization Act of 2007, Administrative Requirements and Standards Sec. 644 [42 U.S.C. 0839 (a)(2)]. It can be viewed online at [www.kcao.org](http://www.kcao.org)*

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*Helping People, Changing Lives Since 1965*

# HEAD START

## INTRODUCTION FROM THE PROGRAM DIRECTOR

Dear Colleagues,

It is with great pleasure that I present to you the 2014-2015 Annual Report of the Kings Community Action Organization (KCAO) Head Start Program. KCAO Head Start has been actively involved in delivering developmental and comprehensive services to children and families for over 50 years. We had a funded enrollment of 483 preschool children enrolled in our Regional Head Start center-based programs and operated full-day and part-day options. The full day classrooms were in collaboration with the State Child Development Programs. Our Early Head Start program was able to maintain a funded enrollment of 50 children in which we were offered both a home-based and center-based option. Our Migrant/ Seasonal Head Start Program maintained a funded enrollment of 171 children in which we provided services through a center-based or family child care option.

We are a community of families, teachers, and community partners dedicated to forging a path towards a bright and healthy future for every child. We embrace families as a source of tremendous ethnic and cultural diversity that serves as the foundation for our entire program. In partnership with parents, our teachers provide an engaging and culturally relevant learning environment that supports the individual development of every child.



### MICHELLE DOVE

Michelle is the Head Start Child Development Director. She has worked for KCAO for over 16 years and is passionate about making a positive impact on the lives of children and families in Kings County.

This report is intended to document our efforts toward becoming more accountable to our community partners, the children and families we serve, and ourselves.

I would like to express my gratitude to the dedicated Policy Council members and the Board of Directors who passionately donate their time and talents to make a difference within the Head Start program.

Lastly, as the old adage goes, *it truly does take a village*. It is the strength, dedication, and expertise of our partners and staff that truly allow us to offer high-quality, comprehensive early care and education services to all of our children—We truly value every child.

A handwritten signature in black ink that reads "Michelle Dove".

"While we try to teach our children all about life, our children teach us what life is all about."

~Angela Schwindt

## **KCAO Board of Directors**

Gary Pannett

Elsie Barba

Tim Bowers

Clarence Cryer, Jr.

Richard Fagundes

Alicia Jacobo

Raymond Lerma

Sal D. Lopez

Jess Martinez

Edward Neal

Cheryl Silva

Gabriel Venegas

Melissa Whitten

Don Wright

## **Executive Director**

Jeff Garner

## **Deputy Executive Director**

Glenda Stephens

## **Regional Policy Council**

Denise Meza

Patricia Alcala

Saira Carrillo

Tanya Cortez

Kimberly Hicks

Rebecca McGee

Joyce Mondry

Angeles Parra

Marta Perez

Ariana Salinas

Natasha Threadgill

## **Migrant & Seasonal Policy Council**

Lucia Gomez

Rubi Arreguin

Esperanza Barocio

Alejandra Fuentes

Oralia Vallejo



Source: Office of Head Start

# COMPREHENSIVE SERVICES

## What We Do

KCAO Head Start provides comprehensive services to children and families in Kings County.

Teachers, home educators, and family child care providers support children's growth, development, and learning within the context of close and nurturing relationships with adults and peers. Responsive caregiving, effective teaching practices, planned opportunities, and information from ongoing assessment promote learning and development within a well-designed environment that meets the needs of each child.

Each center has a full kitchen in which nutritional and delicious meals are prepared each day. Meals are served family style where children are encouraged to serve themselves. Serving themselves gives children time to practice skills like passing, pouring, and scooping foods. Taking turns and sharing are all a part of the table manners children learn by participating in family-style meal service. Our program promotes optimal health, wellness, and safety to help children get ready for school. We work with families and community partners to individualize health services to



**SCHOOL READINESS**



**NUTRITION**



**HEALTH**

meet the needs of each child.

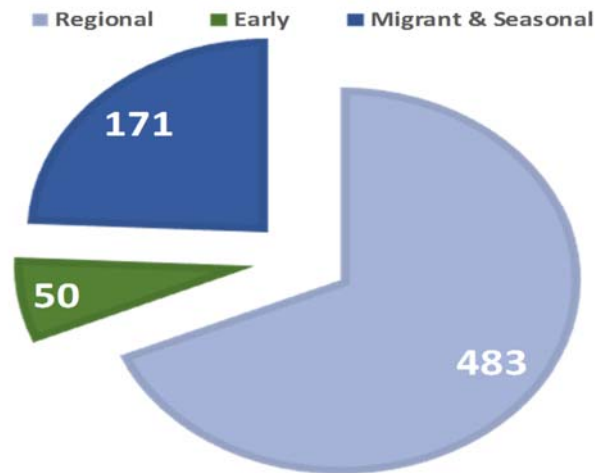
Staff also may work directly with families to support the development of children with disabilities, mental health needs, or special health needs.

The program contracts with mental health professionals who play a critical role in supporting positive adult child relationships and

children's social-emotional development.

Staff provide families and children with a variety of experiences and tools to support school readiness and positive learning experiences. Family Service staff establish positive, goal-directed relationships with families and provide them with needed resources.

### 2014-2015 FUNDED ENROLLMENT



Source: 2014-2014-2015 Program Information



**MENTAL HEALTH**



**DISABILITIES**



**FAMILY**

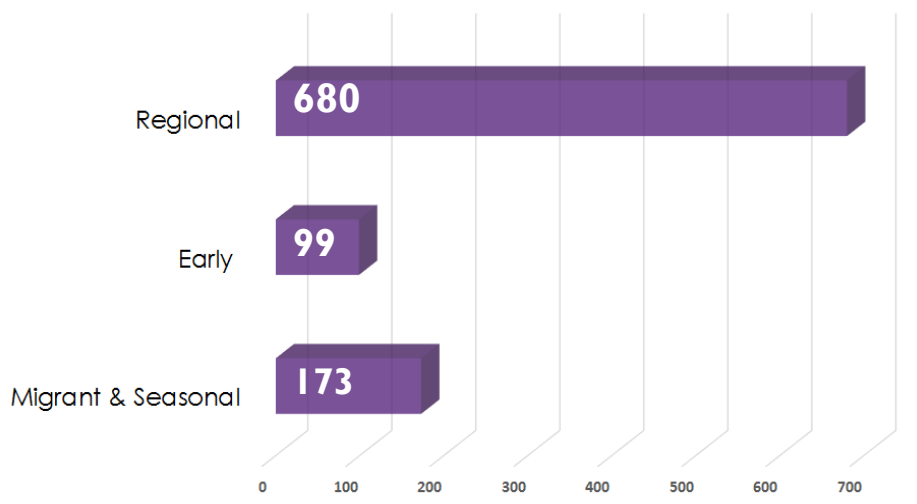
TOTAL FUNDED  
ENROLLMENT

704

ACTUAL  
ENROLLMENT

952

Actual Enrollment by Program



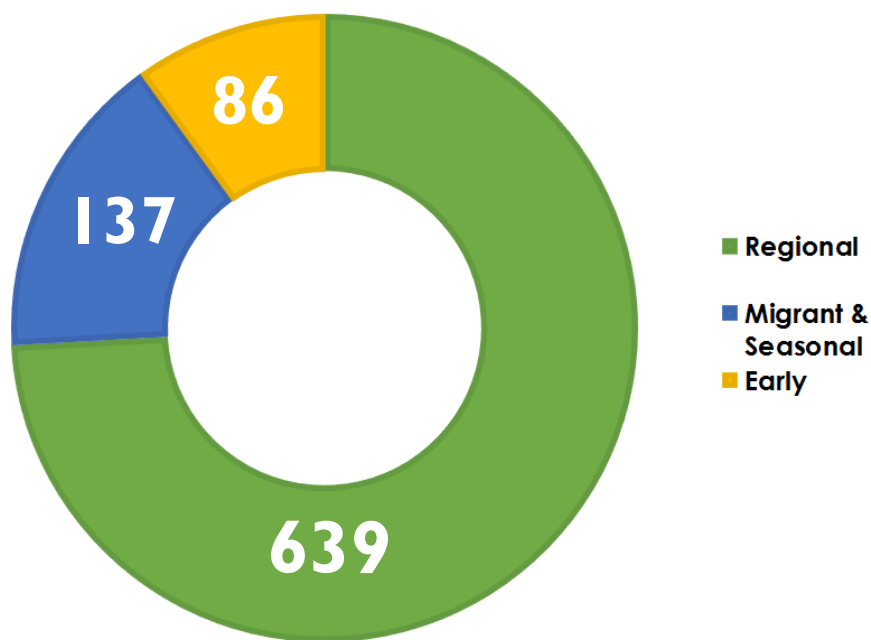
Source: 2014-15 Program Information Reports

KCAO Head Start programs had a total funded enrollment of 704 children and actually served a total of 952 children in Kings County. The actual number is cumulative due to enrollment slots that became vacant throughout the year and were then filled by another child in need of services. All vacancies were filled within 30 days. All children enrolled in our programs were income or categorically eligible.



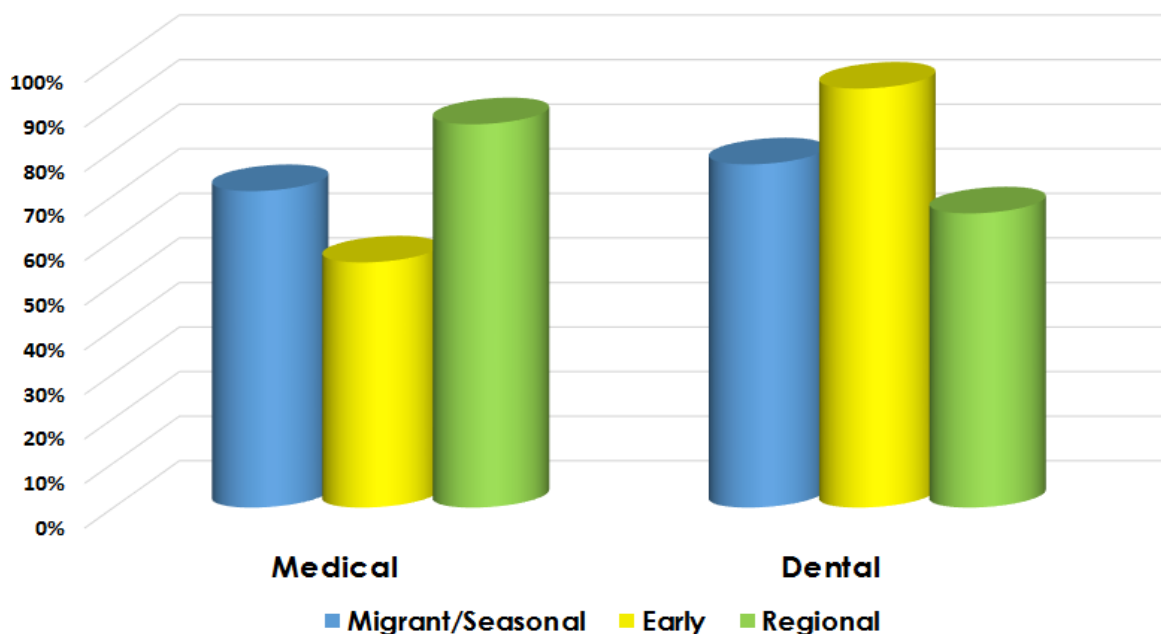
# FAMILY SERVICES

Head Start served a total of **862** families in 2014-2015. We provided services to 639 Regional, 137 Migrant & Seasonal, and 86 Early Head Start families. We also ensured that children received needed medical and dental exams by partnering with community health providers.



Source: 2014-15 Program Information Reports

## Medical & Dental\*



\*Please note these percentages include children that were enrolled in our program for less than 45 days.



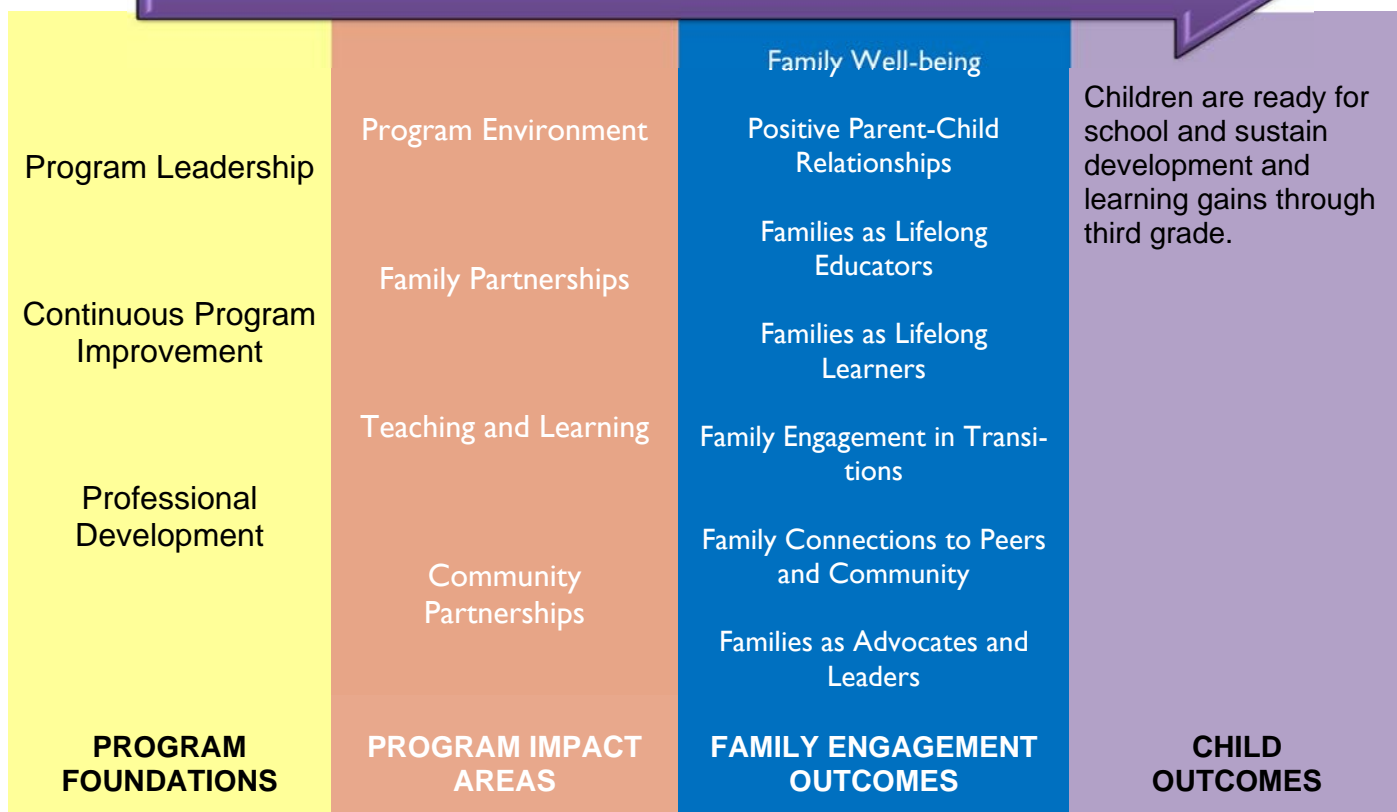
# Parent and Family Engagement

## Positive & Goal Oriented Relationships

Parent and Family Engagement in Head Start programs is about building relationships with families that support family well-being, strong relationships between parents and their children, and ongoing learning and development for both parents and children.

The Parent, Family, and Community Engagement (PFCE) Framework is a road map for progress in achieving the kinds of outcomes that lead to positive and enduring change for children and families. When parent and family engagement activities are systematic and integrated across program foundations and program impact areas, family engagement outcomes are achieved, resulting in children who are healthy and ready for school. Parent and family engagement activities are grounded in positive, ongoing, and goal-oriented relationships with families.

## Positive & Goal Oriented Relationships



# POLICY COUNCIL

Parents in our program have the opportunity to be involved in the decision making process by participating on the Policy Council which is comprised of parents of currently enrolled children, community members, and past parents.

*"Being a member of the Policy Council has showed me how to speak and run a meeting, know exactly how the program is running, and be able to use these skills at my child's future school"* ~Lucia

Parents are elected by their fellow parents at the center level and participate in monthly meetings with program management staff.

A policy council member also serves as a liaison at the KCAO Board of Directors meetings. The council has the following sub-committees that work in conjunction with management staff to review program information in detail:



**Lucia Gomez**

Migrant & Seasonal Head Start  
Policy Council Chairperson

- ◇ Executive Committee
- ◇ Personnel Committee
- ◇ Education Committee
- ◇ By-Law Committee

The policy council allows parents and community members to be actively involved in the strategic planning and evaluation of our program by offering their feedback and suggestions. Information is then shared by Policy Council members at the center level.



**DENISE MEZA**

Regional/Early  
Head Start Policy  
Council  
Chairperson

*"Being on the council for two years has given me the opportunity to be more involved with my children's education along with others. It's important to me to be on the Policy Council because I want to be a good role model to my children and other parents about how family engagement is important for our children."* ~Denise



# Head Start Early Learning Outcomes Framework



|                          | 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 | Mathematics Development | Perceptual, Motor, and Physical Development |
|                          |                        |                                  | Literacy                   | Scientific Reasoning    |   |

Source: Early Childhood Learning and Knowledge Center

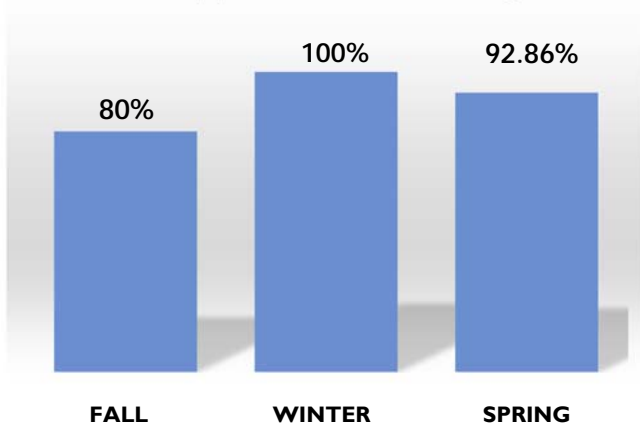
Our Head Start and Early Head Start programs promote school readiness in the areas of Social and Emotional Development, Language and Literacy Development, Approaches to Learning, Perceptual, Motor, and Physical Development. Our teachers implement Creative Curriculum as the framework in conjunction with the Head Start Early Learning Outcomes Framework and California Preschool Learning Foundations. The Desired Results Developmental Profile (DRDP) is utilized as an on-going means of assessment for preschool programs. The Hawaii Early Learning Profile (HELP) is utilized as an on-going means of assessment for the Infant/Toddler home-based program and Family Child Care. We assess children’s progress three times throughout the year in order to track Kindergarten readiness. Parents are continuously involved in the process and have access to their child’s school readiness progress. In addition, Head Start and local Kindergarten teachers meet periodically to discuss effective ways to prepare children for Kindergarten and share data results that supports children’s growth and development throughout their Head Start experience.

# SCHOOL READINESS

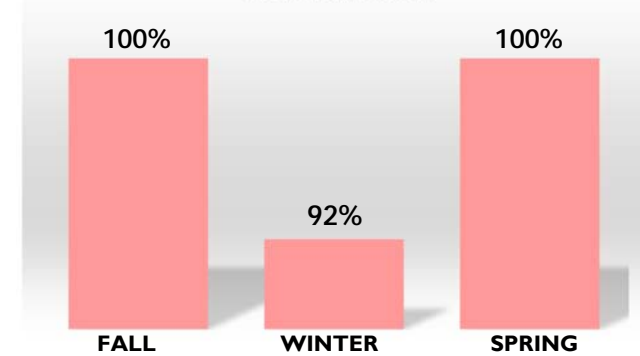
## INFANT TODDLER

### EARLY HEAD START-HOME BASED

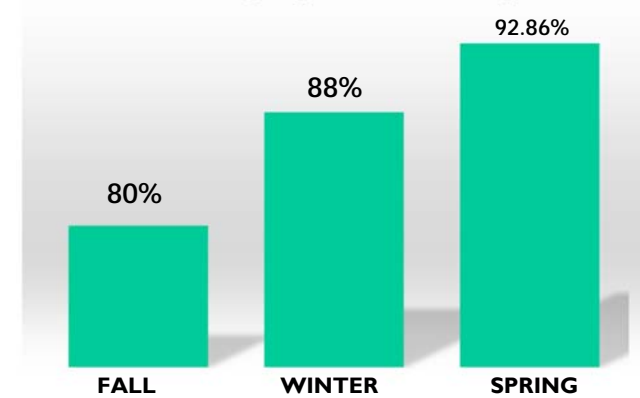
01 Approaches to Learning



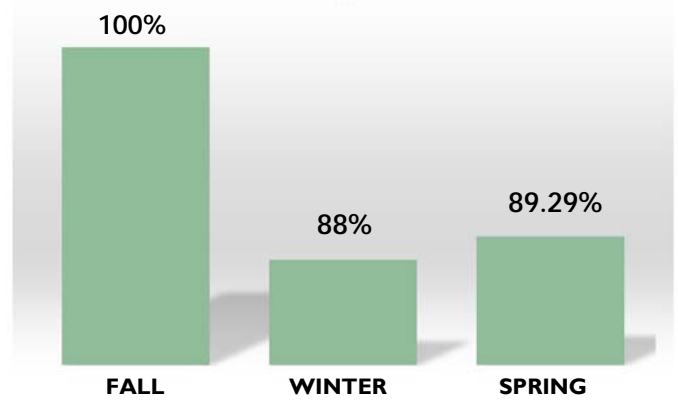
02 Social and Emotional Development



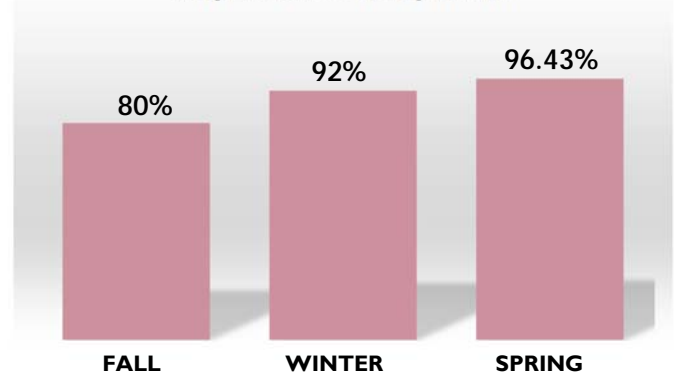
03 Language and Literacy



04 Cognition



05 Perceptual, Motor, and Physical Development



**Age Expected Range**=Age expected range on Kinder charts reflects children who are accomplishing curriculum skills at a rate within approximately 85%- 115% of the child's chronological or adjusted for prematurity age.

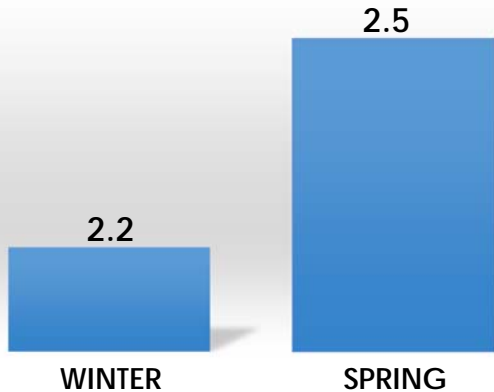
Source: Hawaii Early Learning Profile (HELP) aggregated data reports.

# SCHOOL READINESS

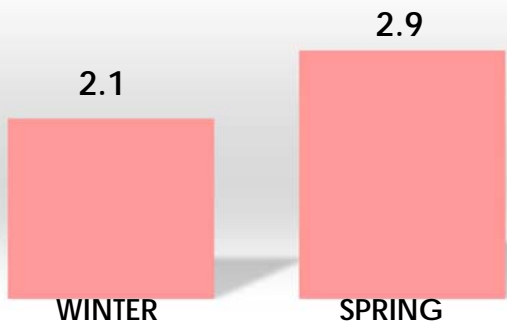
## INFANT TODDLER

### EARLY HEAD START—CENTER BASED

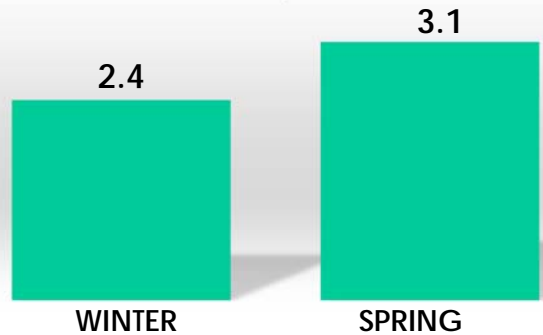
01 Approaches to Learning



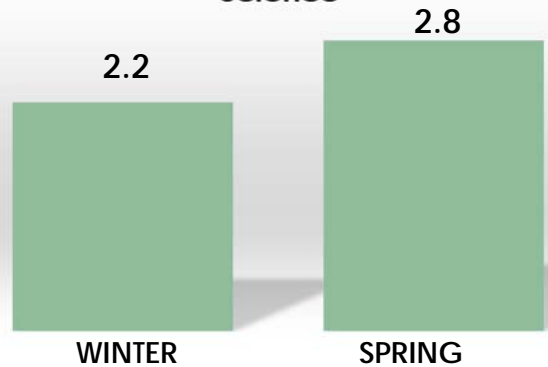
02 Social & Emotional Development



03 Language & Literacy Development



04 Cognition, Including Math & Science



05 Physical Development-Health



#### The Developmental Levels

The number of levels in a measure varies depending on the competencies that are appropriate for that measure's developmental continuum. The levels are organized under four categories from early infancy up to kindergarten entry: Responding, Exploring, Building, and Integrating. The developmental levels are as follows:

- Developmental Level (0) Responding Earlier
- Developmental Level (1) Responding Later
- Developmental Level (2) Exploring Earlier
- Developmental Level (3) Exploring Middle
- Developmental Level (4) Exploring Later
- Developmental Level (5) Building Earlier
- Developmental Level (6) Building Middle
- Developmental Level (7) Building Later
- Developmental Level (8) Integrating

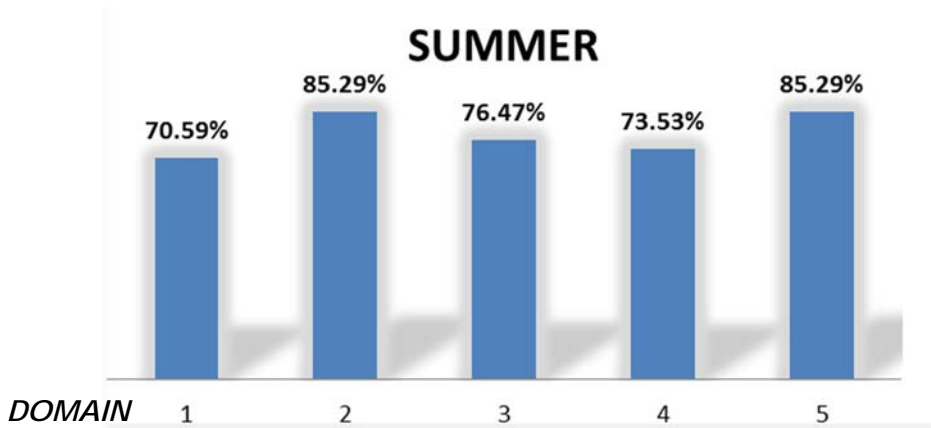
# SCHOOL READINESS

## INFANT TODDLER

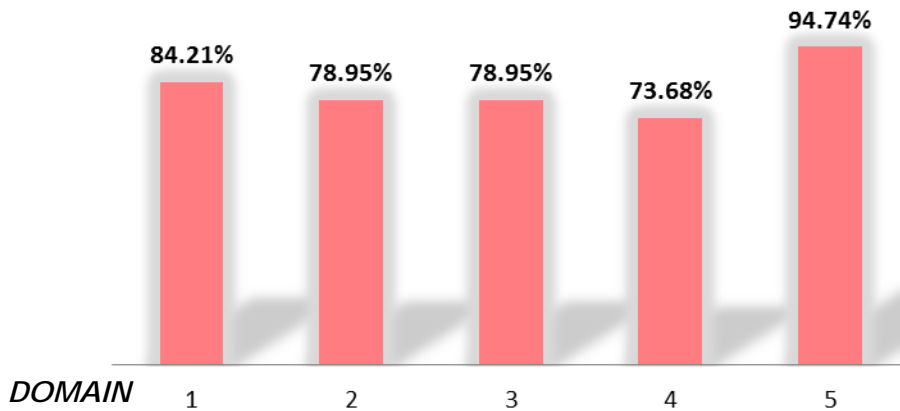
### MIGRANT & SEASONAL HEAD START - Family Child Care

The following graphs illustrate a fluctuation in percentages which is primarily attributed to the sample size (number of children) and age range of the children that were aggregated during the specific checkpoints in each domain

#### SUMMER

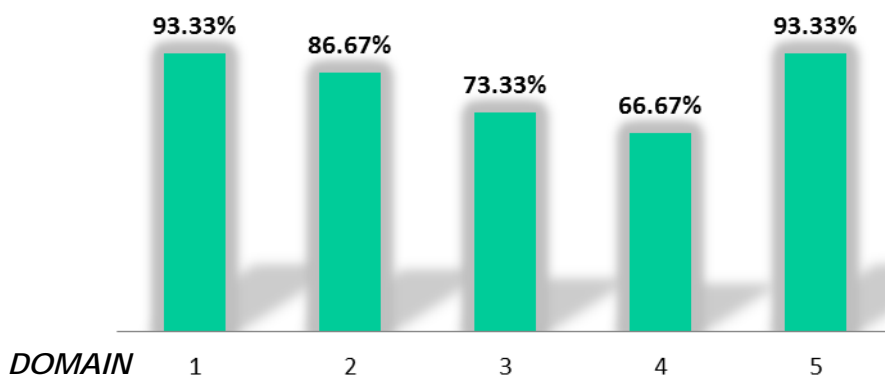


#### FALL



Source: Hawaii Early Learning Profile (HELP) aggregated data reports.

#### WINTER



**Age Expected Range**=Age expected range on Kinder charts reflects children who are accomplishing curriculum skills at a rate within approximately 85%- 115% of the child's chronological or adjusted for prematurity age.

# SCHOOL READINESS

## PRESCHOOL AGE

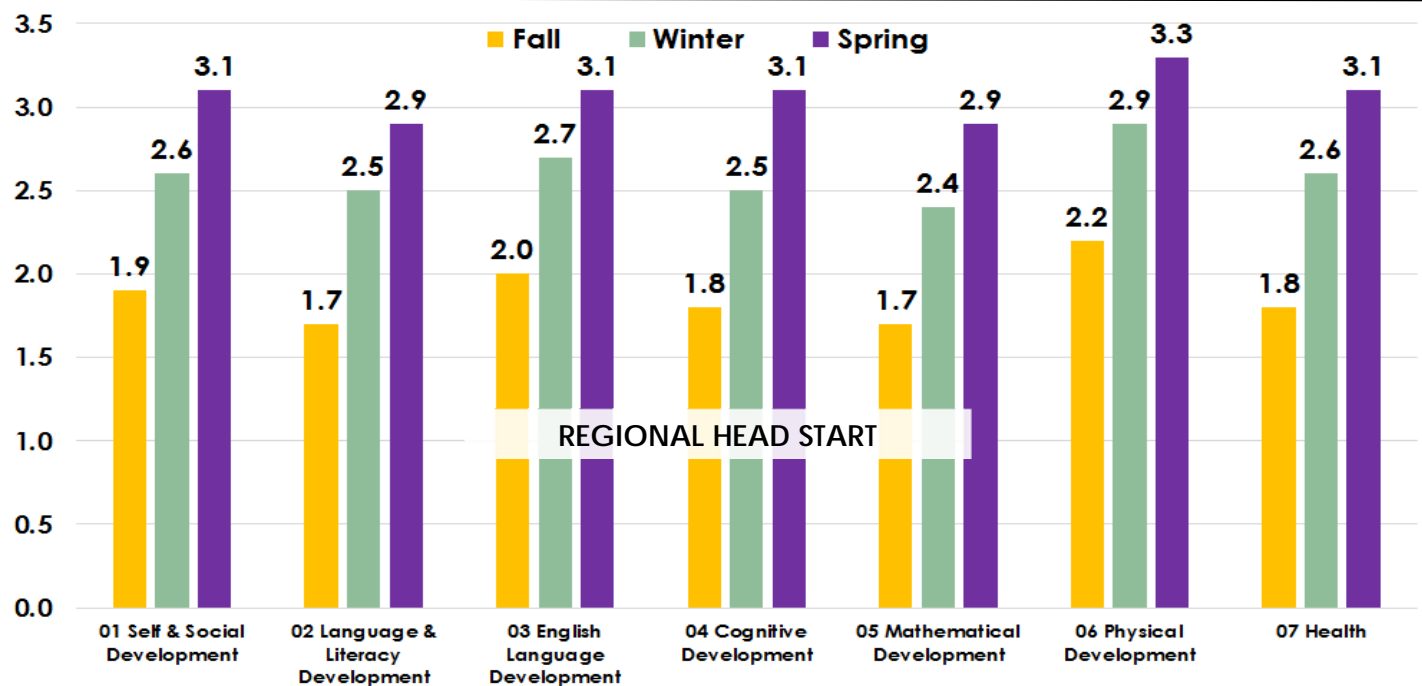
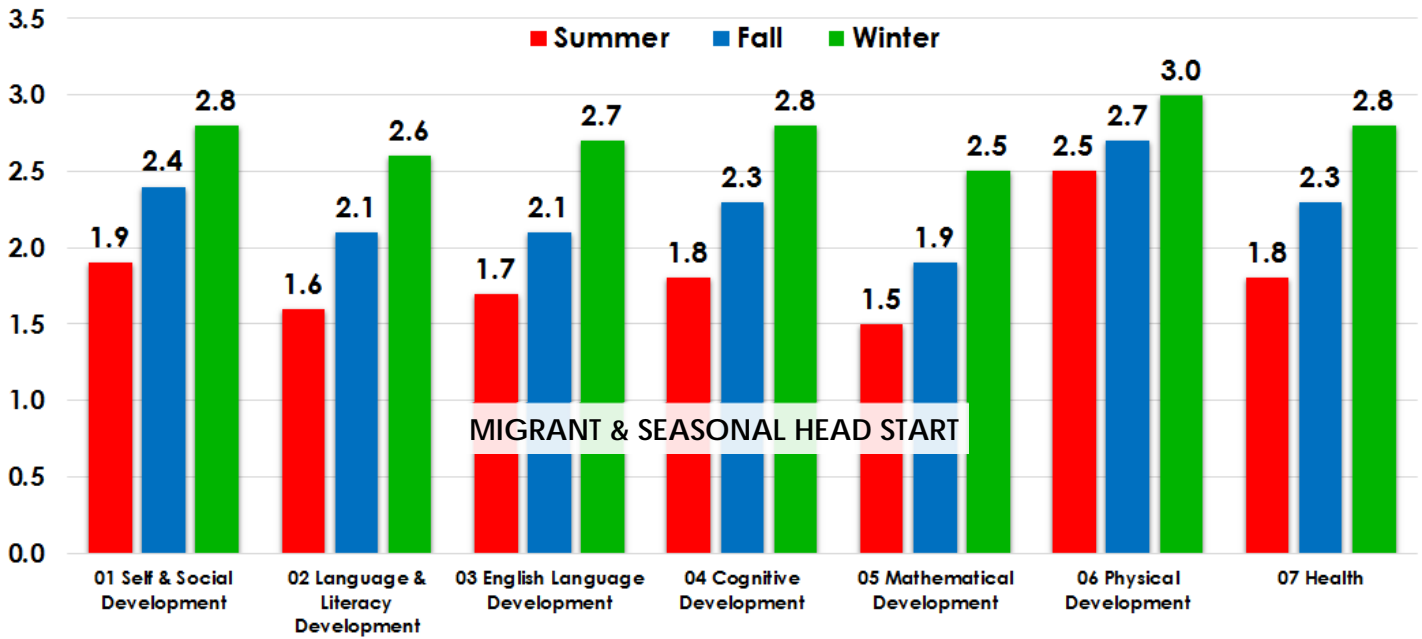
The developmental levels for each measure represent a developmental continuum. Each level specifies a point along the developmental continuum. The developmental levels are as follows:

Developmental Level (1) Exploring

Developmental Level (2) Developing

Developmental Level (3) Building

Developmental Level (4) Integrating



Source: Desired Results Developmental Profile (DRDP) aggregated data reports.



# Transition to Kindergarten



The transition to kindergarten can be a time of great excitement and joy for everyone involved.

Our program staff facilitate this process to make it a positive experience.

Our goal is to continually assess each child's development to prepare them for success in school.



**K**CAO's Regional Head Start program was eligible for both an onsite Classroom Assessment Scoring System (CLASS) Review which was conducted from February 23 to February 27, 2014 and an Environmental Health and Safety review event which was conducted from October 14 to October 16, 2015. The Office of Head Start official reports found that KCAO successfully passed the CLASS onsite review as well as the Environmental Health and Safety review.

"Based on the information gathered, no area of noncompliance was found during the course of the review. Accordingly, no corrective action is required."

*-Dr. Blanca Enriquez*

*Director, Office of Head Start*



## **Agency Single Audit for the Year Ended DECEMBER 31, 2014**

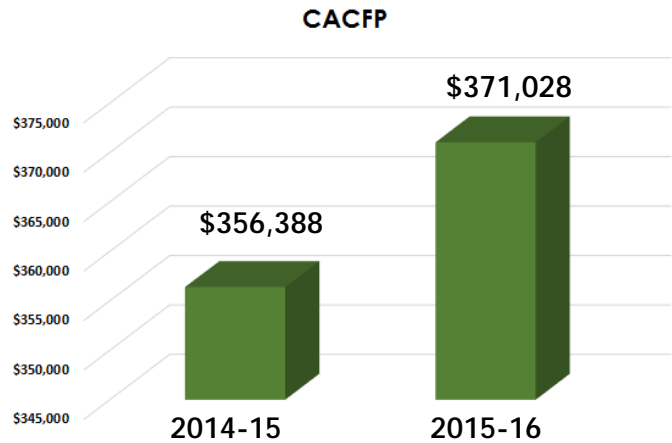
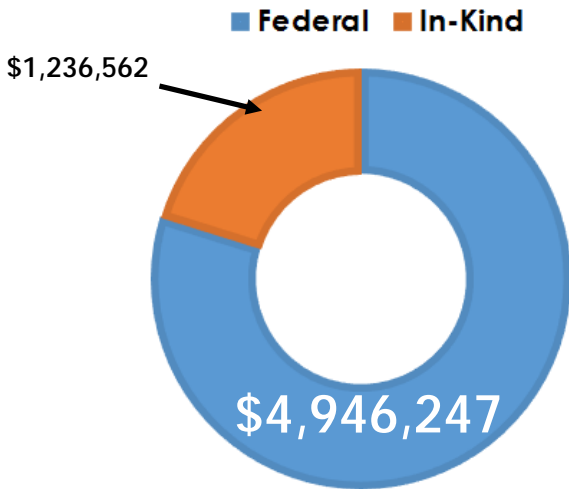
### **AWARD FINDINGS AND QUESTIONED COSTS**

The agency audit identified a finding in the area of enrollment, attendance, and fiscal management. The agency has revised and implemented procedures resulting in an efficient system to accurately track enrollment and attendance. Fiscal and program meet monthly to analyze attendance worksheets to determine necessary changes regarding enrollment and expenditures.

# Accountability & Budget

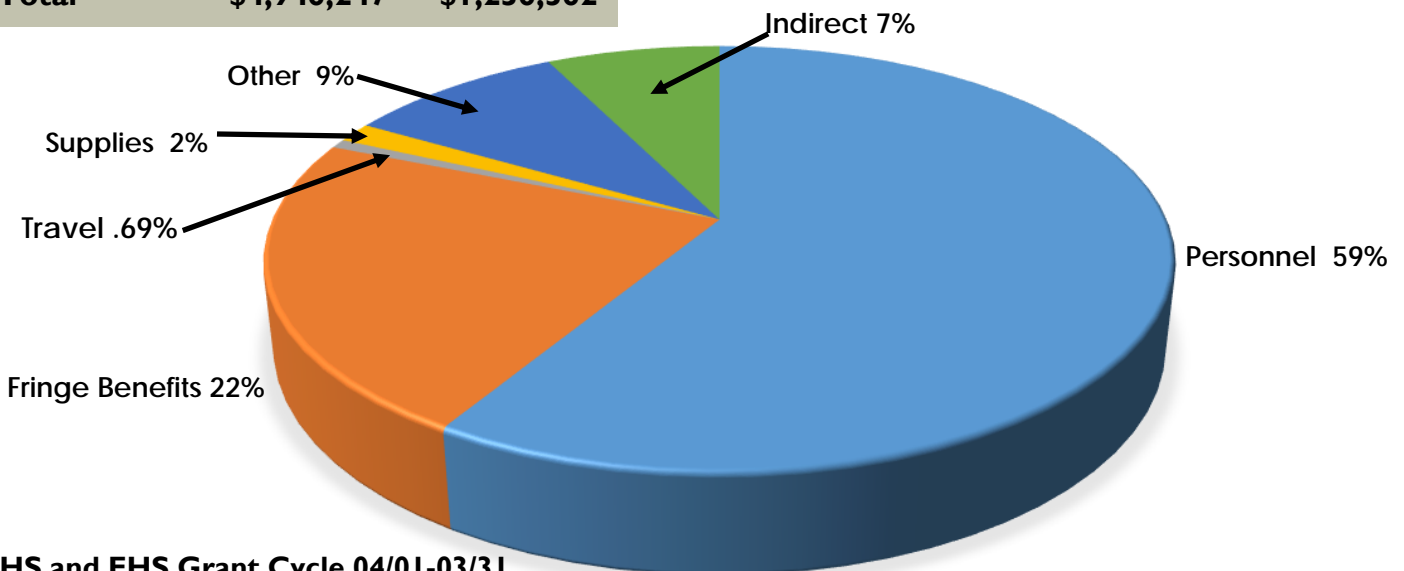
## REGIONAL & EARLY HEAD START 2014-15

FY 04/01-03/31



| 2014-2015       |                    |                    |
|-----------------|--------------------|--------------------|
| Category        | Federal            | In-kind            |
| Personnel       | \$2,903,999        | \$843,696          |
| Fringe Benefits | \$1,109,790        | \$332,040          |
| Travel          | \$34,062           | 0                  |
| Supplies        | \$74,798           | \$14,415           |
| Contractual     | \$44,455           | \$25,995           |
| Other           | \$414,639          | \$20,416           |
| Indirect        | \$364,504          | 0                  |
| <b>Total</b>    | <b>\$4,946,247</b> | <b>\$1,236,562</b> |

| 2015-2016 (Proposed) |                    |                    |
|----------------------|--------------------|--------------------|
| Category             | Federal            | In-kind            |
| Personnel            | \$2,819,862        | \$843,697          |
| Fringe Benefits      | \$1,209,570        | \$278,404          |
| Travel               | \$34,062           | 0                  |
| Supplies             | \$74,798           | \$14,415           |
| Contractual          | \$37,500           | \$25,995           |
| Other                | \$405,951          | \$20,416           |
| Indirect             | \$364,504          | 0                  |
| <b>Total</b>         | <b>\$4,946,217</b> | <b>\$1,182,927</b> |

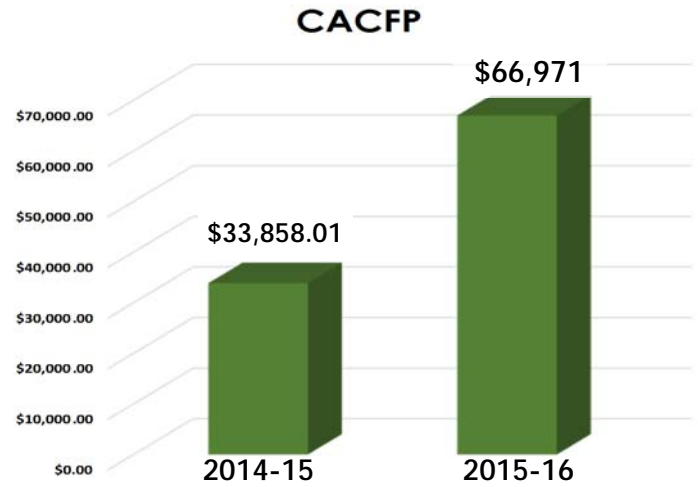
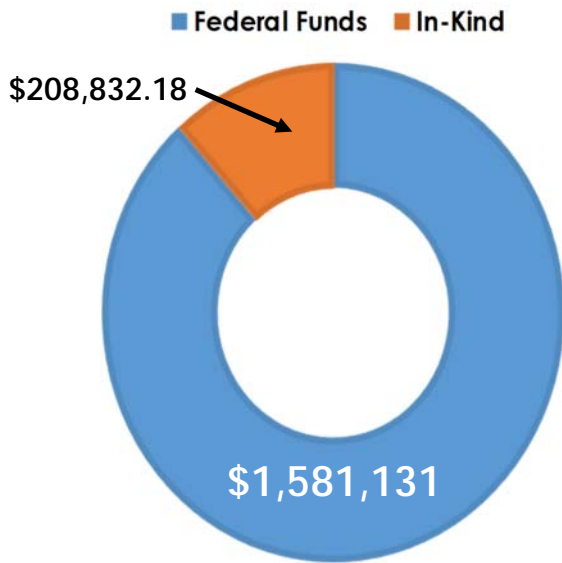


RHS and EHS Grant Cycle 04/01-03/31

# Accountability & Budget

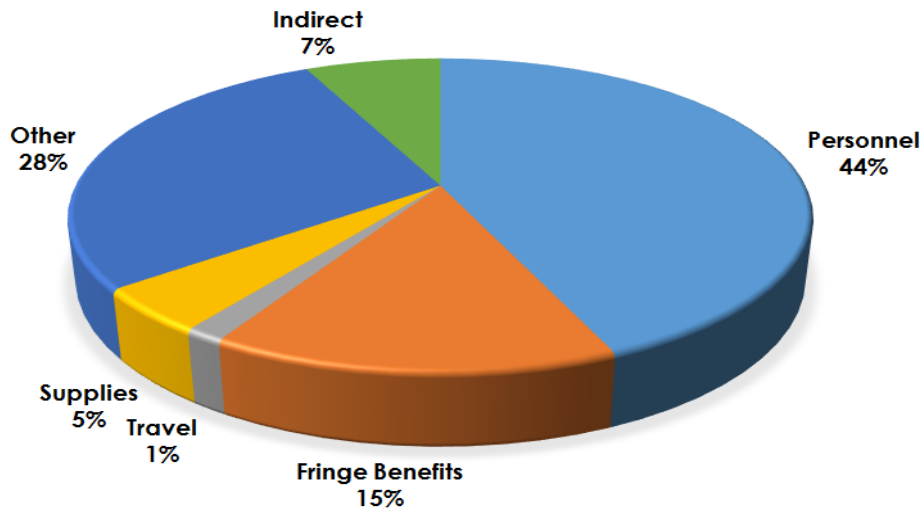
## MIGRANT & SEASONAL HEAD START 2014-15

FY 02/01-01/31



| 2014-2015       |                    |                     |
|-----------------|--------------------|---------------------|
| Category        | Federal            | In-kind             |
| Personnel       | \$651,881.91       | \$114,228.37        |
| Fringe Benefits | \$224,734.92       | \$43,635.22         |
| Travel          | \$21,954.40        | 0                   |
| Supplies        | \$68,874.12        | \$2,005.25          |
| Other           | \$424,589.33       | \$48,963.34         |
| Indirect        | \$106,096.32       | 0                   |
| <b>Total</b>    | <b>\$1,581,131</b> | <b>\$208,832.18</b> |

| 2015-2016 (Proposed) |                    |                  |
|----------------------|--------------------|------------------|
| Category             | Federal            | In-kind          |
| Personnel            | \$744,121.00       | \$229,551        |
| Fringe Benefits      | \$292,940.00       | \$88,147         |
| Travel               | \$3,000.00         | 0                |
| Supplies             | \$27,731.00        | \$5,258          |
| Other                | \$339,203.00       | \$56,578         |
| Indirect             | \$111,137.00       | 0                |
| <b>Total</b>         | <b>\$1,518,132</b> | <b>\$443,459</b> |



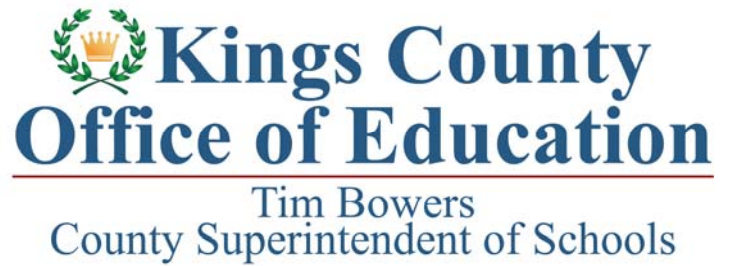
MSHS Grant Cycle 02/01-01/31.



# Thank You To Our Community Partners!



CHAPMAN UNIVERSITY SYSTEM



# Thank You To Our Community Partners!



Kettleman City  
Family Resource Center

75 Fifth Street • Kettleman City • CA • Phone: (559) 386-1693 • Fax: (559) 386-1397





**1130 North 11th Avenue**

**Hanford, CA 93230**

**559-582-4386**

**[www.kcao.org](http://www.kcao.org)**