



# HEAD START ANNUAL REPORT 2016-2017



A map of California with county boundaries. Kings County is highlighted with a red border. The text is overlaid on the map.

## **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 2016-2017 Kings Community Action Organization (KCAO) Head Start Program Annual Report. KCAO Head Start continues to deliver comprehensive services to children and families for over 50 years. This past year we provided these services to over 971 children in Kings county.

We have embraced more effective ways to look at our data in order to demonstrate the Head Start impact on children and families in our program, through the use of technology and online databases.

School Readiness for our children depends a great deal on having engaging experiences with parents and families at home, which are rich and stimulating school environments with staff who are responsive to children's interest and individual needs. With the support of our families, staff, community partners and governing bodies, we have met our commitment to excellence and high quality in our programs.

Our goal is that children are ready for school and families are ready to support their child's learning through a continuous partnership with parents and staff.

I would like to express my gratitude to the dedicated staff, Policy Council members and the Board of Directors for their time and continued support to make a difference with in the Head Start program and the community.

This annual report is dedicated to our parents, staff, and partners, who on a daily basis, support professional development, data driven decision making, increasing use of technology, and effective management of daily operations.



### 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.

"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**

**Tim Bowers**

**Elsie Barba**

**Clarence Cryer, Jr.**

**Richard Fagundes**

**Leticia Gamez**

**Danyuell Hicks**

**Alicia Jacobo**

**Raymond Lerma**

**Sal D. Lopez**

**Pat Nolen**

**Edward Neal**

**Francisco Ramirez**

**Cheryl Silva**

**Melissa Whitten**

**Don Wright**

## **Executive Director**

**Jeff Garner**

## **Deputy Executive Director**

**Glenda Stephens**

## **Regional Policy Council**

**Jessica Reyes**

**Enedelia Blanco**

**Alma Garcia**

**Melissa Medina**

**Alice Paterson**

**Darcy Pickens**

**Constanza Ramirez**

**Julianna Valdez**

**Elizabeth Waggoner**

## **Migrant & Seasonal Policy Council**

**Esperanza Barocio**

**Maria Cervantes**

**Julia Cuevas**

**Dayana Hernandez**

**Oralia Vallejo**

**Maria Vera**



Source: Office of Head Start

# COMPREHENSIVE SERVICES

## What We Do

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

The 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 assessments 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 meet the needs of each child.

The 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.

Our 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.



SCHOOL READINESS



NUTRITION



HEALTH



DISABILITIES

MENTAL  
HEALTH



FAMILY

# ENROLLMENT

## REGIONAL

We have a funded enrollment of 483 preschool children enrolled in our center-based programs. To meet the needs of our community, we operate full-day classes in collaboration with the State Child Development program and part-day, am-pm classes August through June.

## EARLY

We have a funded enrollment of 50 infants and toddlers, in which we offer year round home-based and center-based options. The home-based option provides weekly home visits with parents and child for 34 infants and toddlers. The center-based option serves 16 infants and toddlers.

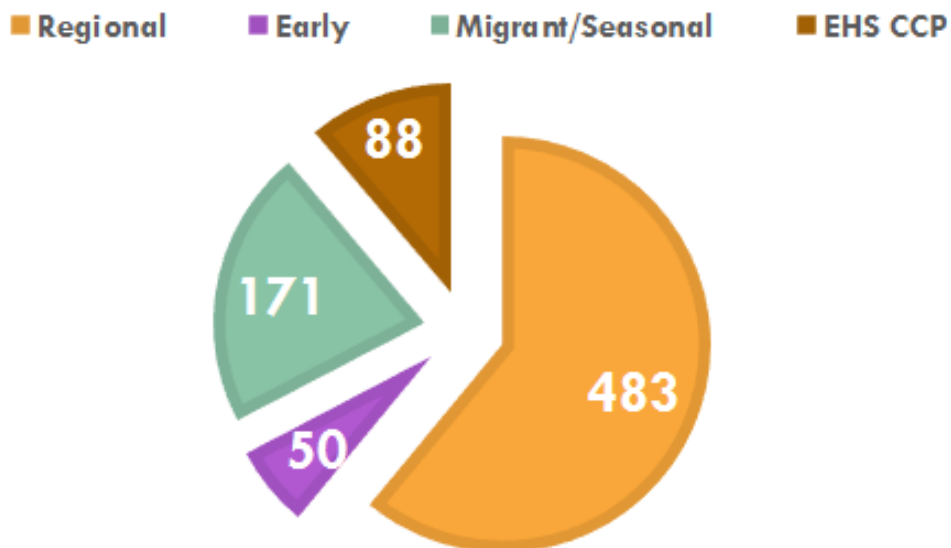
## MIGRANT

We have a funded enrollment of 171 children. We provide full day services through a center-based option and contract with Providers in our county to provide services through our family child care option April –November.

## EARLY CHILD CARE PARTNERSHIP

Our EHS-CCP Program has a funded enrollment of 88 children. We partner with KCAO Resource and Referral, KCAO Child Care Assistance Program, and contract with Providers to provide full year services through a family child care option, to support families working and/or going to school.

## 2016-2017 FUNDED ENROLLMENT

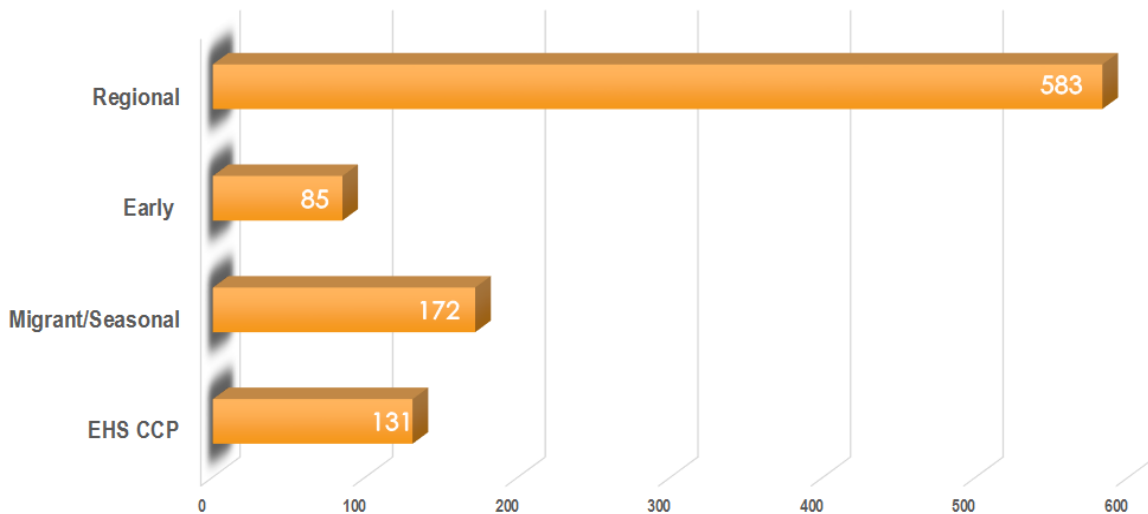


Source: 2016-2017 Program Information Reports

TOTAL FUNDED  
ENROLLMENT  
792

ACTUAL  
ENROLLMENT  
971

Actual Enrollment by Program



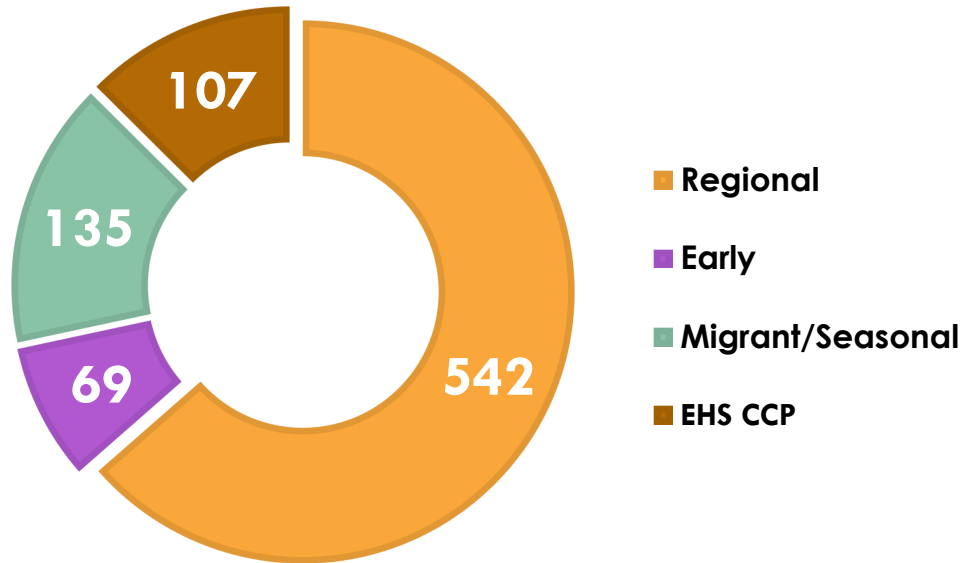
Source: 2016-17 Program Information Reports

KCAO Head Start programs had a total funded enrollment of 792 children and actually served a total of 941 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 **853** families in 2016-2017.



Source: 2016-17 Program Information Reports

# FATHER ENGAGEMENT

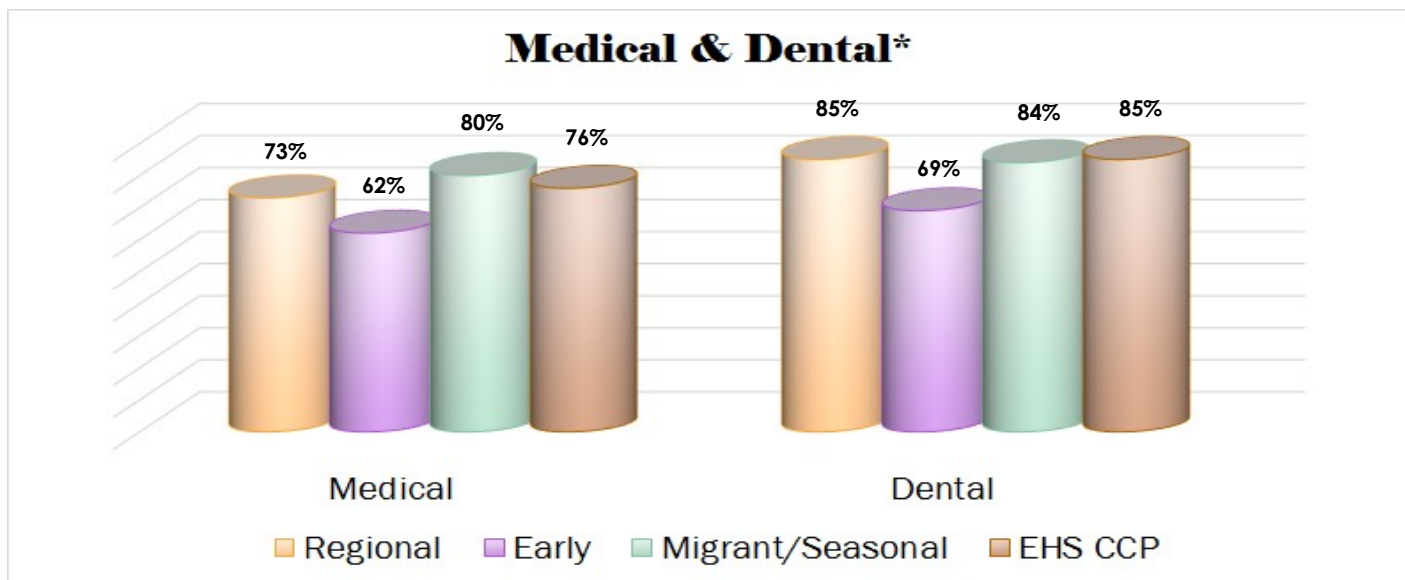
A total of **139** fathers participated in their child's Head Start development experiences in 2016-2017.

Regional	120
Early	9
Migrant/Seasonal	4
EHS CCP	6



# HEALTH SERVICES

We ensured that children received needed medical and dental exams by partnering with community health providers.

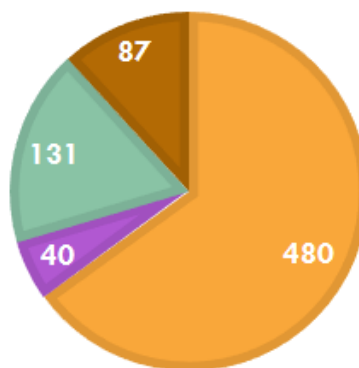


Source: 2016-17 Program Information Reports



## LEAD

■ Regional   
 ■ Early   
 ■ Migrant/Seasonal   
 ■ EHS CCP



## IMMUNIZATIONS

- ◆ Regional                    98%
- ◆ Early                         89%
- ◆ Migrant/Seasonal       97%
- ◆ EHS CCP                    100%



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

# SPECIAL SERVICES

Our program ensures enrolled children with disabilities, including but not limited to, those who are eligible for services under IDEA and their families, receive all applicable program services delivered in the least restrictive possible environment and that they fully participate in all program activities. (*Head Start Performance Standard 1302.60*)

## Regional

42 children had IEP's  
36 Speech  
5 Autism  
1 Visual Impairment

## Migrant/Seasonal

2 children had IFSP's  
6 children had IEP's  
5 Speech  
1 Autism

## Early

9 children had IFSP's

## EHS CCP

9 children had IFSP's  
1 child had an IEP  
1 Speech



Source: 2016-17 Program Information Reports

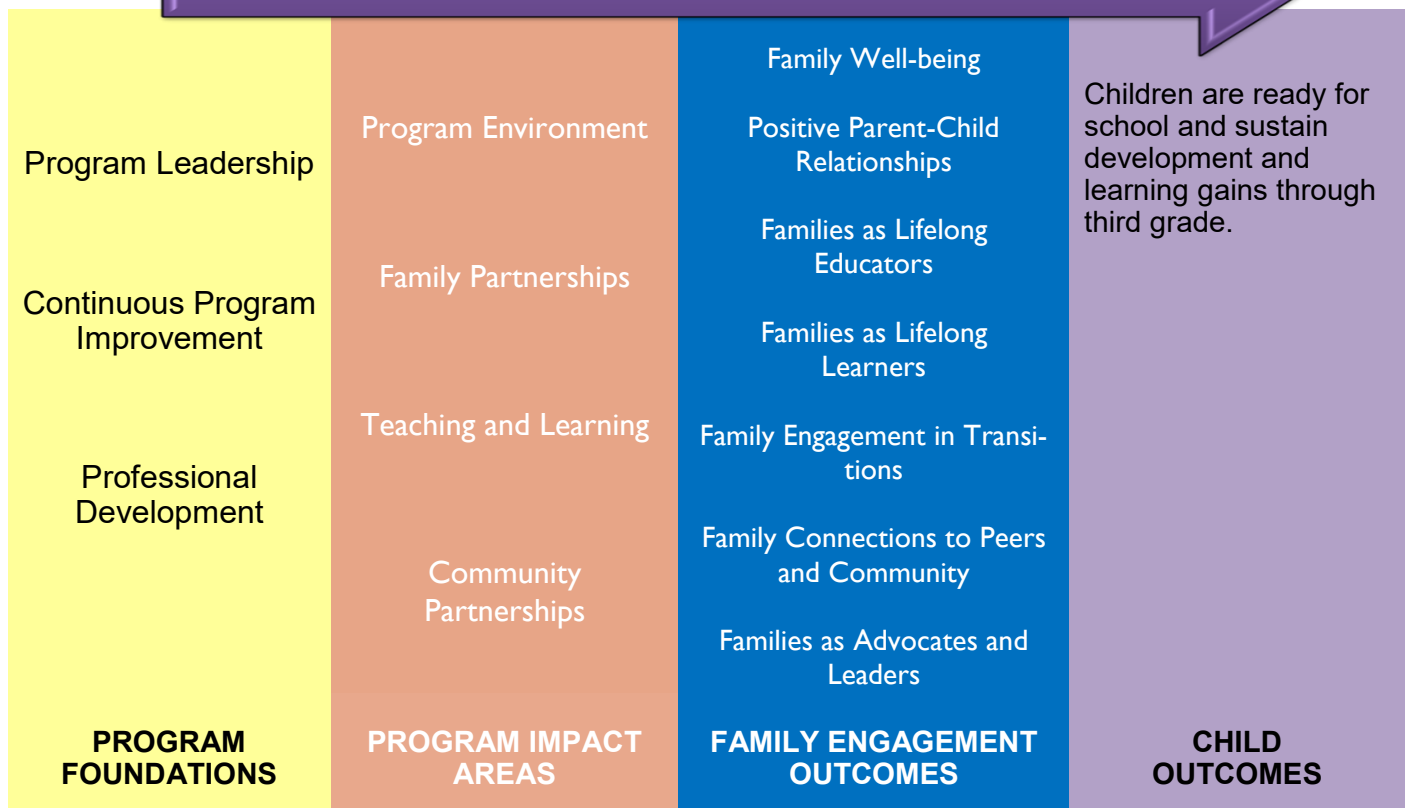
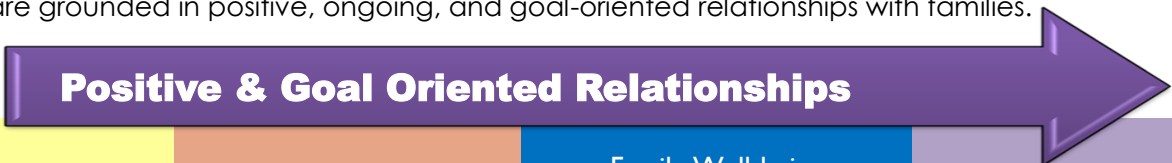
# Parent and Family Engagement

## 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.



# 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 part of the Policy Council has taught me so much about what happens in the back end. It makes me cherish the program, teachers, and staff so much more. It has also taught me more in the leadership role. It is truly an honor serving as chairperson on the Policy Council. I could not thank you enough." ~Jessica*

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:

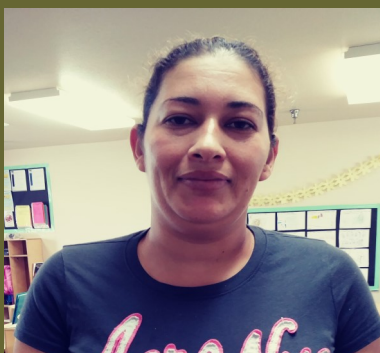


**JESSICA REYES**

Regional/Early 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 programs by offering their feedback and suggestions. Information is then shared by Policy Council members at the center level.



**ESPERANZA  
BAROCIO**

Migrant & Seasonal Head Start Policy Council Chairperson

*"I have been part of the Policy Council for the last 2 years and get the pleasure of being on it for one more year. I have liked how much it has helped me get involved in the program and taught me how the program works. I have liked learning how to manage a meeting and how to motivate others in the program."*

**~Esperanza**



# 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

<b>Areas that Support School Readiness</b>	<b>Overall % of children in Age Expected Range</b>
Approaches to Learning	93%
Social and Emotional Development	89%
Language and Literacy Development	86%
Cognitive, Including Math and Science	93%
Physical Development –Health	100%

### EARLY HEAD START-CENTER BASED

<b>Area that Support School Readiness</b>	<b>Overall % of children in Age Expected Range</b> (Responding Ltr-Exploring Ltr)	<b>Overall % of children above the Age Expected Range</b> (Building Earlier)
Approaches to Learning	86%	14%
Social and Emotional Development	79%	21%
Language and Literacy Development	71%	29%
Cognitive, Including Math and Science	86%	14%
Physical Development –Health	78%	21%

# SCHOOL READINESS

## INFANT TODDLER

### Early Head Start Child Care Partnership Family Child Care– EHS-CCP

Area that Support School Readiness	Overall % of children in Age Expected Range (Responding Ltr-Exploring Ltr)	Overall % of children above the Age Expected Range (Building Earlier)
Approaches to Learning	81%	10%
Social and Emotional Development	79%	13%
Language and Literacy Development	79%	13%
Cognitive, Including Math and Science	90%	2%
Physical Development –Health	59%	29%

### Family Child Care– Migrant Seasonal Head Start

Area that Support School Readiness	Overall % of children in Age Expected Range (Responding Ltr-Exploring Ltr)	Overall % of children above the Age Expected Range (Building Earlier)
Approaches to Learning	80%	15%
Social and Emotional Development	80%	15%
Language and Literacy Development	90%	5%
Cognitive, Including Math and Science	90%	10%
Physical Development –Health	75%	20%



# SCHOOL READINESS

## PRESCHOOL AGE

### MIGRANT & SEASONAL HEAD START

<b>Area that Support School Readiness</b>	<b>Overall % of children in Age Expected Range (Building)</b>	<b>Overall % of children above the Age Expected Range (Integrating)</b>
Approaches to Learning	77%	9%
Social and Emotional Development	77%	11%
Language Development	86%	9%
Literacy Development	94%	3%
Mathematics	83%	9%
Science	91%	0%
Physical Development	80%	14%
Health	85%	14%
Social Science	97%	3%
Visual and Performing Arts	88%	9%
English Language Development	48%	14%

# SCHOOL READINESS

## PRESCHOOL AGE

### REGIONAL HEAD START

<b>Area that Support School Readiness</b>	<b>Overall % of children in Age Expected Range (Building)</b>	<b>Overall % of children above the Age Expected Range (Integrating)</b>
Approaches to Learning	82%	6%
Social and Emotional Development	85%	8%
Language Development	80%	13%
Literacy Development	86%	8%
Mathematics	84%	9%
Science	84%	4%
Physical Development	79%	18%
Health	84%	13%
Social Science	87%	7%
Visual and Performing Arts	88%	8%
English Language Development	37%	35%

# 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.



Kindergarten! ... here I come!



# Accountability & Budget



## Agency Single Audit for the Year Ended

**DECEMBER 31, 2016**

### **NO FINDINGS IN SECTIONS I and II.**

The following recommendation was made to the KCAO Alternative Payment program under Section III: “We recommend that the Organization implement a stronger review process to ensure that all overtime is properly calculated on the income calculation worksheet”.



Observations were conducted from May 8, 2017-May 11, 2017 in our Regional and Migrant & Seasonal Head Start center-based classrooms, using the Pre-K Classroom Assessment Scoring System (CLASS). CLASS results are as follows:

### REGIONAL

Domain	Score
Emotional Support	6.2938
Classroom Organization	6.1417
Instructional Support	2.8000

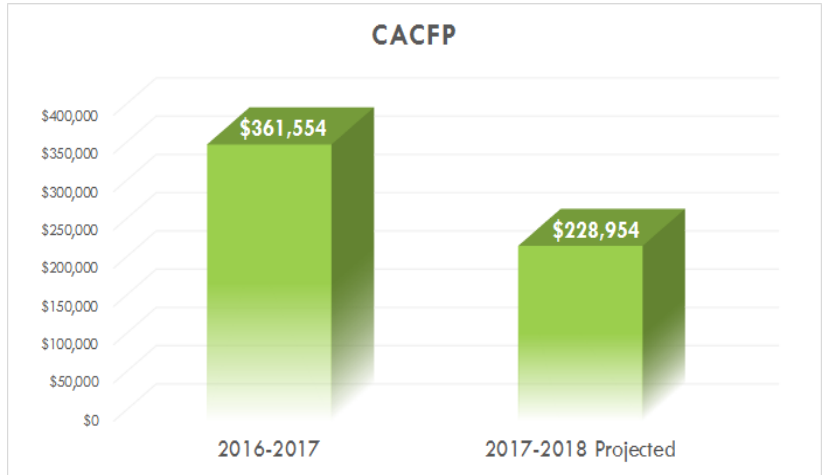
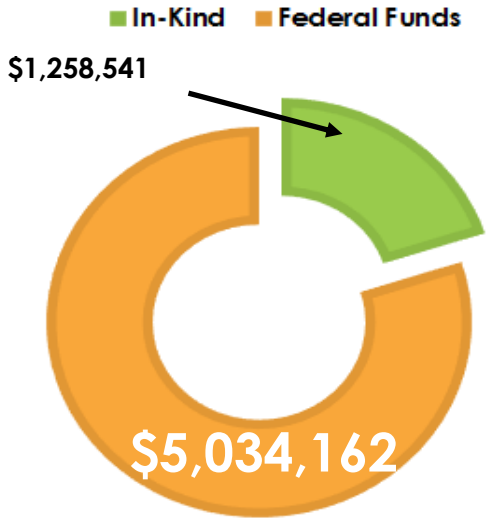
### MIGRANT & SEASONAL

Domain	Score
Emotional Support	6.0417
Classroom Organization	6.0556
Instructional Support	2.0000



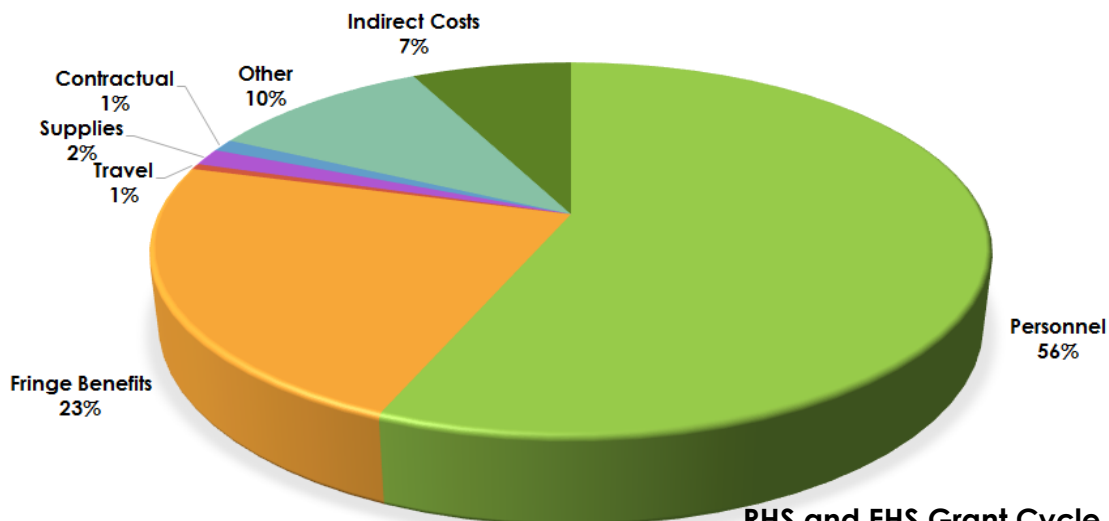
# Accountability & Budget

REGIONAL & EARLY HEAD START 2016-2017  
FY 04/01-03/31



2016-17		
Category	Federal	In-kind
Personnel	\$2,834,512	\$859,620
Fringe Benefits	\$1,155,565	\$338,094
Travel	\$25,042	\$0
Supplies	\$74,152	\$14,415
Contractual	\$54,250	\$25,995
Other	\$520,459	\$20,416
Indirect	\$370,182	\$0
<b>Total</b>	<b>\$5,034,162</b>	<b>\$1,258,541</b>

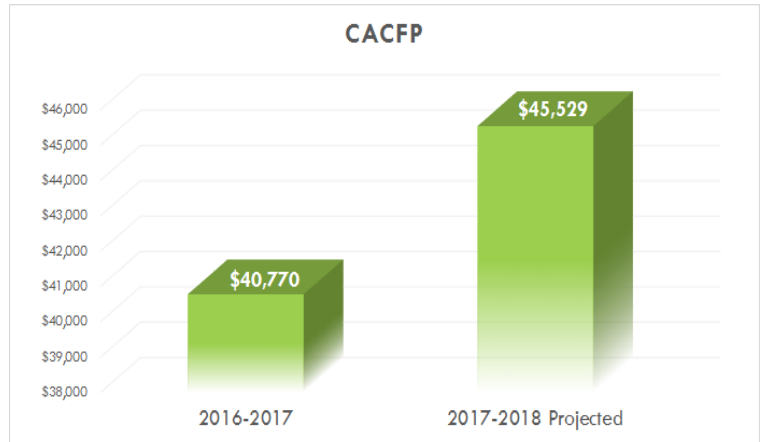
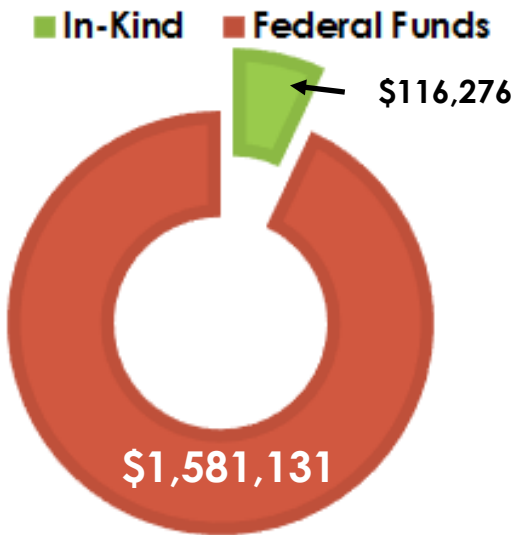
2017-2018 (Proposed)		
Category	Federal	In-kind
Personnel	\$2,772,165	\$850,638
Fringe Benefits	\$1,201,480	\$374,362
Travel	\$37,348	\$0
Supplies	\$72,443	\$21,658
Contractual	\$59,535	\$18,800
Other	\$544,858	\$5,513
Indirect	\$396,054	\$0
<b>Total</b>	<b>\$5,083,883</b>	<b>\$1,270,971</b>



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

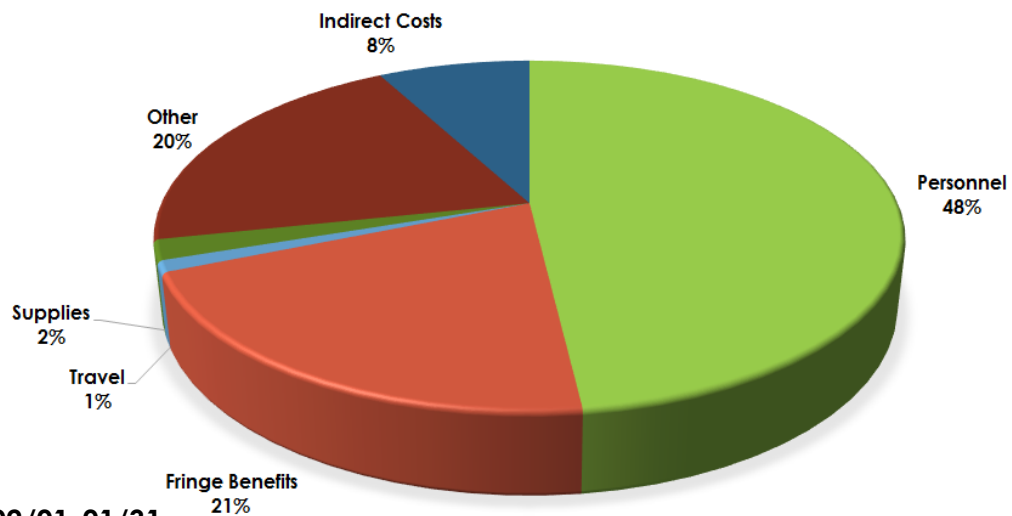
# Accountability & Budget

MIGRANT & SEASONAL HEAD START 2016-2017  
FY 02/01-01/31



2015-2016		
Category	Federal	In-kind
Personnel	\$743,262	\$70,563
Fringe Benefits	\$319,284	\$27,096
Travel	\$16,062	0
Supplies	\$28,936	\$1,764
Other	\$315,978	\$16,853
Indirect	\$121,286	0
<b>Total</b>	<b>\$1,544,808</b>	<b>\$116,276</b>

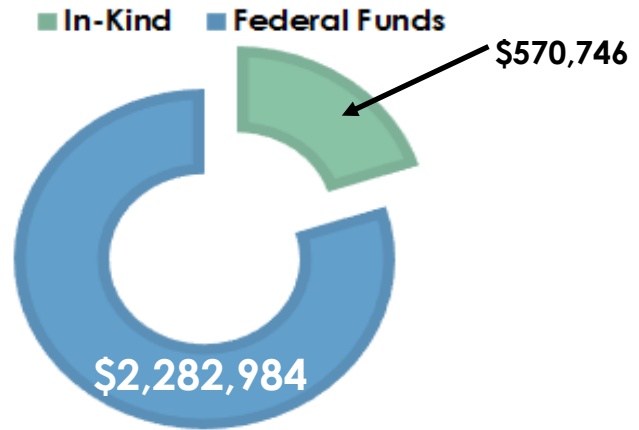
2017-2018 (Proposed)		
Category	Federal	In-kind
Personnel	\$671,145	\$258,532
Fringe Benefits	\$291,856	\$110,910
Travel	\$16,583	0
Supplies	\$16,624	\$1,570
Other	\$441,351	\$18,962
Indirect	\$122,336	0
<b>Total</b>	<b>\$1,559,895</b>	<b>\$389,974</b>



MSHS Grant Cycle 02/01-01/31.

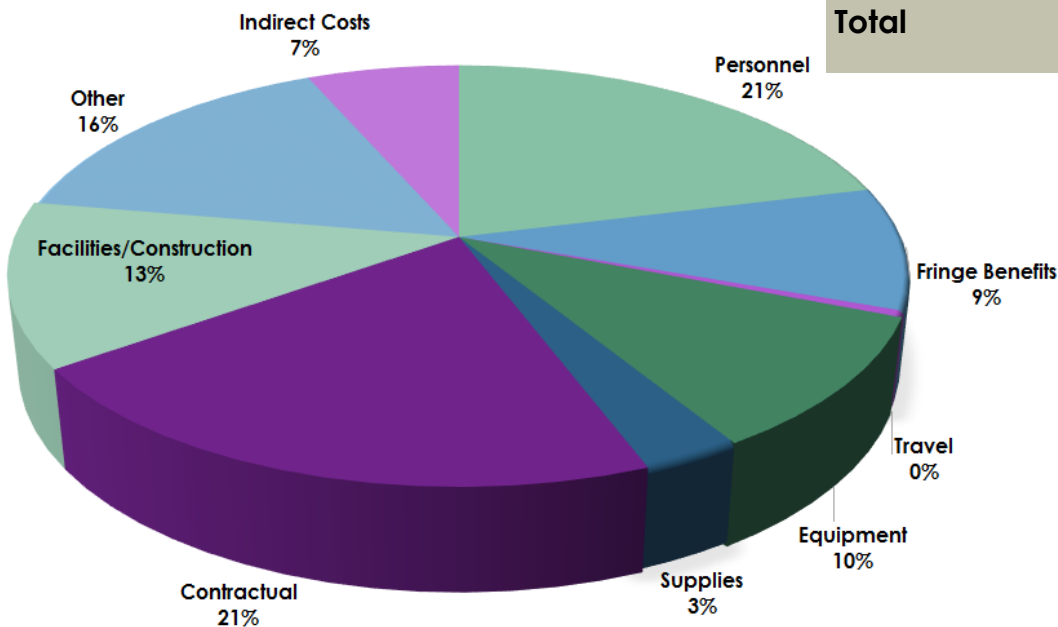
# Accountability & Budget

EARLY HEAD START CHILD CARE PARTNERSHIP (EHS CCP) 2016-2017  
FY 8/01-7/31



2016-2017		
Category	Federal	In-kind
Personnel	\$481,293	\$216,799
Fringe Benefits	\$215,351	\$84,616
Travel	\$10,494	0
Equipment	\$233,889	\$33,354
Supplies	\$69,203	\$33,653
Contractual	\$477,550	198,803
Facilities/Construction	\$287,500	0
Other	\$358,127	\$3,521
Indirect	\$149,577	0
<b>Total</b>	<b>\$2,282,984</b>	<b>\$570,746</b>

2017-2018 (Proposed)		
Category	Federal	In-kind
Personnel	\$420,157	\$77,950
Fringe Benefits	\$185,945	\$30,422
Travel	\$10,495	\$3,120
Supplies	\$19,539	\$18,840
Contractual	\$525,949	\$191,746
Other	\$49,129	\$7,057
Indirect	\$105,325	0
<b>Total</b>	<b>\$1,316,539</b>	<b>\$329,135</b>

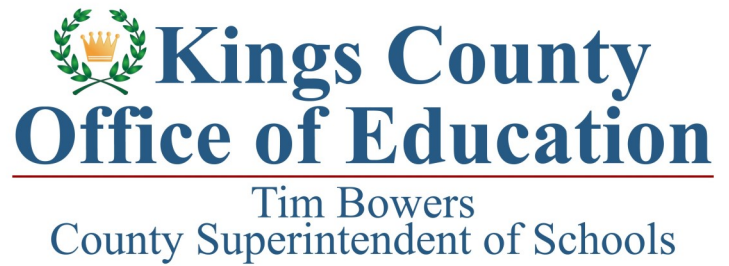


EHS CCP Grant Cycle 08/01-07/31.

# 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)**