

Lakes and Pines C.A.C., Inc.
Head Start Annual Report
Program Year 2019-2020

The Lakes and Pines' Head Start Program is a family and child development program covering 6,100 square miles throughout seven counties in Minnesota (Aitkin, Carlton, Chisago, Isanti, Kanabec, Mille Lacs, and Pine). The Program serves children ages 0-5 and their families with the use of state and federal funds. Services are available in home and in licensed child care settings.

FUNDING

The following grants were received in 2019-2020 to operate the Head Start Program:

Federal Early Head Start/Head Start Grant from the Department of Health and Human Services Administration for Children and Families totaling \$2,981,009.

- Personnel Salary (Management, Direct Service Staff, Clerical) and Supportive Services Salary and Benefits – \$1,397,681
- Fringe Benefits (FICA, Workers Compensation, Unemployment Compensation, Health/Dental/Life Insurance Benefits, TSA (Retirement)) – \$581,595
- Travel (Staff Out-Of-Town Mileage Reimbursement) – \$10,719
- Supplies (Office, Child and Family, and Food Service Supplies; Copy Costs, Postage, Cost Share) – \$104,159
- Contractual (Audit, Mental Health Consultants, Dietician, Child Care Partnerships, Screenings) – \$207,963
- Training and Technical Assistance – \$46,195
- Other (Space Costs and Rental, Insurances, Professional Memberships, Beneficiary Food for Children and Staff, Parent Activity/Travel, Staff Mileage Reimbursement (Local), Equipment Maintenance) – \$632,697

State Head Start Grant from the Minnesota Department of Education totaling \$651,782

- Salary and Fringe (Management, Direct Service Staff, Clerical) (FICA, Workers Compensation, Unemployment Compensation, Health/Dental/Life Insurance Benefits, TSA (Retirement)) – \$440,487
- Consultant/Contracted Services (Audit Mental Health Consultants, Dietician, Screenings) – \$2,051
- Training (Staff Development) – \$5,000
- Travel (Local Staff Mileage Reimbursement) – \$41,428
- Office Expenses (Supplies, Rent, Professional Memberships, Agency Administration/Fiscal/Accounting/Computer Services, Insurance) – \$136,816
- Program Expenses (Consumable Supplies, Screenings, Children/Volunteers/Staff Food & Parent Activities at Socializations) – \$26,000

Total Amount of Grants: \$3,632,791

SPECIALIZED FUNDING

Specialized funding from partnerships with outside agencies has allowed the Program to serve additional families, that otherwise may not have been able to receive services. The Program has partnerships with Aitkin County Health and Human Services, Chisago County Health and Human Services, and Tri-County Community Action.

Aitkin County Health and Human Services partnership. Funding totaling - \$71,712.
Period 1/01/2019-12/31/2019

- Salary and Fringe (Management, Direct Service Staff, Clerical) (FICA, Workers Compensation, Unemployment Compensation, Health/Dental/Life Insurance Benefits, TSA (Retirement) – \$39,592
- Consultant/Contracted Services (Audit Mental Health Consultants, Dietician, Screenings) – \$1,680
- Travel (Local Staff Mileage Reimbursement) – \$8,400
- Office Expenses (Supplies, Rent, Professional Memberships, Agency Administration/Fiscal/Accounting/Computer services, Insurance) – \$22,040

Chisago County Health and Human Services partnership. Funding totaling - \$76,298.
Period 7/1/2019-6/30/2020

- Salary and Fringe (Management, Direct Service Staff, Clerical) (FICA, Workers Compensation, Unemployment Compensation, Health/Dental/Life Insurance Benefits, TSA (Retirement) – \$56,440
- Consultant/Contracted Services (Audit Mental Health Consultants, Dietician, Screenings) – \$398
- Travel (Local Staff Mileage Reimbursement) – \$2300
- Office Expenses (Supplies, Rent, Professional Memberships, Agency Administration/Fiscal/Accounting/Computer services, Insurance) – \$17,160

Tri-County Community Action Partnership. Funding totaling - \$30,000.
Contract period 8/01/2019-7/31/2020

Lakes and Pines bills TCC monthly to consult with two child care providers that TCC contracts with within the service area for Early Head Start child care partnerships.

Pathway 2 Scholarships. Funding totaling - \$75,000.
Billing period August 2019 - July 2020

- Salary and Fringe (Management, Direct Service Staff, Clerical) (FICA, Workers Compensation, Unemployment Compensation, Health/Dental/Life Insurance Benefits, TSA (Retirement) – \$62,480
- Consultant/Contracted Services (Audit Mental Health Consultants, Dietician, Screenings) – \$500
- Travel (Local Staff Mileage Reimbursement) – \$1,000
- Office Expenses (Supplies, Rent, Professional Memberships, Agency Administration/Fiscal/Accounting/Computer services, Insurance) – \$11,020.

Total Amount of Specialized Funding: \$253,010*

** including expenses reimbursed from Tri-County Community Action Partnership, Aitkin County Health and Human Services, Chisago County Health and Human Services, and Minnesota Department of Education (Pathway 2 Scholarships).*

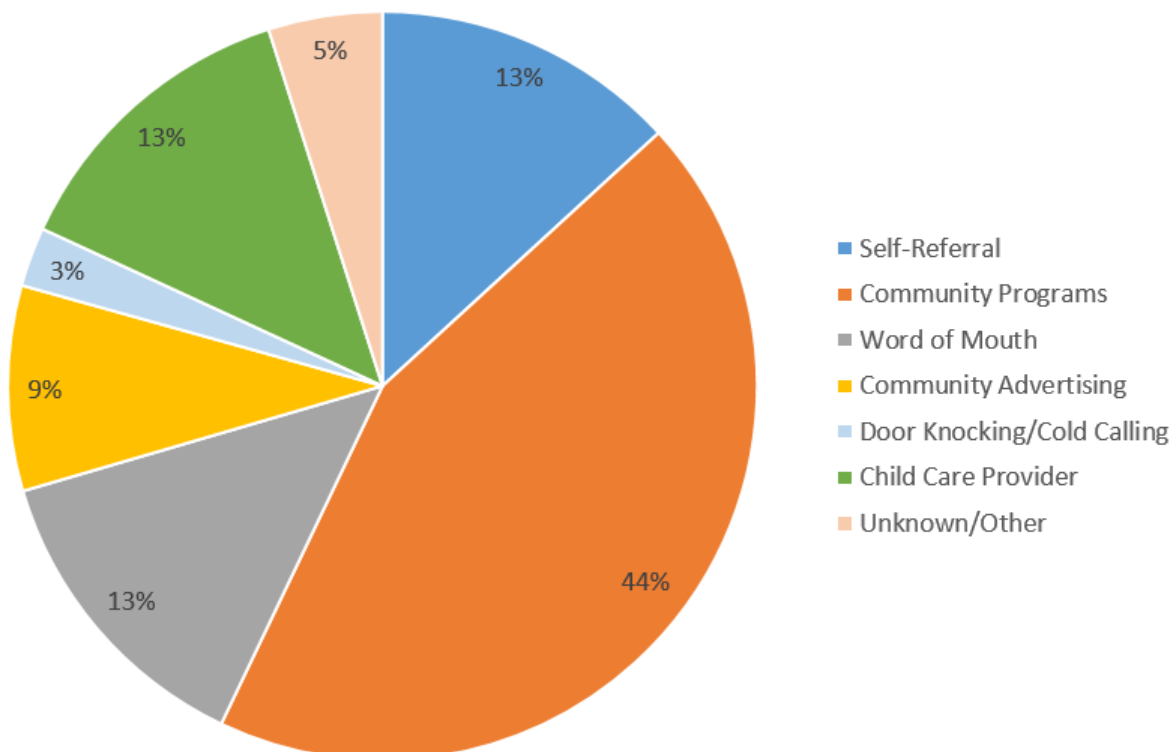
RECRUITMENT / ENROLLMENT

Families are recruited for Head Start through a variety of means, as shown in the graph below. We hang posters in communities and work closely with community connections that have been built over the past several years. We receive referrals from various county agencies and community organizations that we maintain connections to. These referrals make up about 44% of our overall referrals. We continue to work on finding new ways to reach new families to tell them about Head Start. This year we expanded our Social Media presence, having had Facebook for the past few years, we've now added Instagram and Twitter. We also recently added a modified intake to our Facebook page and Agency website. This will allow parents to apply directly online and our staff follow up accordingly.

How families heard about Head Start:

In 2019-2020, 13% of the families who completed applications were self-referrals. 44% of families became aware of Head Start through other community programs and internal agency referrals (i.e. Public Health, WIC, County Social Services, Hospitals/Clinics, Public Schools, etc). 13% of the families heard about Head Start from word of mouth. 9% of families became aware of Head Start through some advertising in the community (ad, media, internet, brochure, community event, flyer, or poster). 3% heard about Head Start from staff door knocking or from staff cold calling families. 13% of families learned about Head Start from their child care provider. 5% were unknown or other means.

How Families Heard About Head Start



The total number of children served by Lakes and Pines' Head Start was 480; 269 Head Start and 211 Early Head Start (Federal and State).

The total number of families served by Lakes and Pines' Head Start was 325; 235 Head Start and 164 Early Head Start (Federal and State).

Average monthly enrollment:

Sept. 2019-July 2020 = 314 (for all options in operation)

The Program worked on enrollment throughout the Program Year. The percentage of income-eligible children served was 90%. The remaining 10% of children were considered over income. Sixteen children remained on the waiting list without service.

The Program uses a variety of methods to inform families and the communities about the services offered such as:

- Posters, brochures, and flyers at area businesses and organizations
- Speaking with staff at community organizations
- School census list
- Community Presentations
- Cold calling families
- Door knocking at homes and apartment buildings
- Participating in community parades and events
- Mass mailings to area churches, foster parents, other community organizations
- Interviews on the radio
- Participate in community early childhood events
- Public Service Announcements
- Staff actively participating in various community committee groups (i.e. IEIC's, Child Protection Teams, Early Childhood Coalitions, etc)
- Food Shelf participation
- Health Clinics and Dental Days
- Participating in Early Childhood Screenings at local school districts
- Advertising in Community Education brochures
- Outreach at local jails
- Social Media posts
- Mass mailings and email blasts

MONITORING REPORTS

Financial Audit

The Lakes and Pines' Financial Audit can be accessed through the Lakes and Pines' website (www.lakesandpines.org). It is also available to the public by calling Lakes and Pines at (320) 679-1800 or via the US Postal Service at 1700 Maple Avenue East, Mora, MN 55051.

Federal or State Head Start Monitoring

Monitoring did not occur this program year.

MEDICAL AND DENTAL SERVICES

In 2019-2020, Lakes and Pines' Head Start Medical and Dental statistics were as follows:

Completed Medical Exams:

3-5yrs – 143 children = 58%

0-3yrs – 134 children = 74% (Current by age)

Completed Dental Exams or State Recommended Oral Health

3-5yrs – 121 children = 49%

0-3yrs – 113 children = 65%

Additional Medical and Health

- 156 Early Head Start and 225 Head Start Children were current on immunizations
- Toothbrushes and paste were given as part of Oral Health education
- 4 Dental Clinics with Children's Dental Service Mobile Clinics

PREPARING CHILDREN FOR KINDERGARTEN

Lakes and Pines' Head Start used the Teaching Strategies Gold Online Assessment System for goal setting for each child and for tracking progress in development and school readiness.

The final outcomes (Spring 2020) for children ages 3 to 5 who met developmental expectations for their age and are on track for Kindergarten readiness are as follows:

- Social Emotional meets expectations – 85.77%
- Physical Motor Development meets expectations – 88.6%
- Cognitive Development meets expectations – 83.48%
- Language Development meets expectations – 85.82%
- Literacy Development meets expectations – 83.71%
- Math Development meets expectations – 79.73%

According to the Teaching Strategies Gold Assessment, 83.29% of the children were at or above school readiness skill expectations for their chronological age.

Progress and growth percentages from Fall 2019 to Spring 2020 for children ages 3 to 5 who met developmental milestones for their age level:

- Social Emotional gains – 18.17%
- Physical Motor Development gains – 19.9%
- Cognitive Development gains – 21.81%
- Language Development gains – 17.46%
- Literacy gains – 31.04%
- Math gains – 30.8%

Additional (information) child/parent activities for providing services to promote children's school readiness skills:

- 3634 completed Home Visits (5451 hours) for 0-5 Home Based option prior to the pandemic induced State Wide shut down-weekly contacts with families continued throughout the duration of the program year
- 224 hours of Socialization experiences offered for Home Based option prior to the COVID-19 shut down
- 95 Virtual Family Connections were offered for the remaining months of the program year, in order to support families through the pandemic
- Staff collaborated with the local school's School Readiness staff so as to be able to provide the families with information about their school's kindergarten entry expectations.
- Staff also kept families informed of school readiness events and transition activities, particularly with regards to evolving educational models (ranging from traditional, hybrid and distance learning)
- There were 5 Head Start and local School Readiness Program Collaborations that provided "joint" education experiences. This option provides families with a combination of classroom experiences and home visits.

PARENT INVOLVEMENT ACTIVITIES AND OPPORTUNITIES

There are many opportunities for parents and families to be involved in the Head Start Program. Their decision to enroll their child in Head Start is the first step in being involved in their child's formal schooling experience. Parent involvement greatly contributes to the success of the Lakes and Pines' Head Start Program.

- Policy Council
- Volunteer in the classroom/socializations
- "Homework assignments" at home with children
- Helping Teachers or Home Visitors with classroom prep (i.e. cutting out projects)
- Sharing a skill or hobby with the children in class
- Reading stories in the classroom
- Leading parent meetings
- Apply to participate in the Minnesota Head Start Association Parent Training Conference
- Share information within parent groups from Policy Council or trainings attended
- Participate in IEP meetings for their children
- Submissions to the quarterly parent newsletter.
- Submit ideas and participate in "Week of the Young Child"
- Planning home visits, socializations, field trips, and family nights/parent child nights
- Setting goals for their children and working on them weekly
- Acting as primary educator of their child throughout their Head Start experience
- Participation in Parent Gauge survey once enrolled in Head Start

CONTACT INFORMATION

For questions, comments, or to enroll your child in Head Start, please contact the Program using one of the following methods:

Mail

Lakes and Pines C.A.C., Inc. Head Start
1700 Maple Avenue East
Mora, MN 55051

Phone

(320) 679-1800 or toll-free (800) 832-6082

E-mail:

lap@lakesandpines.org

Visit the website for more information www.lakesandpines.org