

Northwestern Illinois Community Action Agency Head Start
2015 - 2016



Annual Report to the Public

A. NICAA Head Start Grant year was July 1, 2015 – June 30, 2016. Public and private funds received during this time period are as follows:

1. Department of Health and Human Services (DHHS)	
Continuation grant:	\$1,236,603
2. USDA Child Care Food Program	95,362
3. In-kind donations:	315,256
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Total	\$1,647,221

B. Budget Expenditures

Program Operation:	Continuation
1. Personnel	\$ 726,332
2. Fringe	163,071
3. Supplies	54,123
4. Contractual	146,461
5. Program Costs	127,767
6. Training/Technical Assistance	18,849
7. USDA Food Costs	90,737
8. USDA Commodity Costs	4,625
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Total	\$1,331,965

In-Kind

a. Wages and FIA	\$ 72,151
b. Supplies (donations of toothbrushes, paint, paper, etc.)	25,334
c. Rental Space	194,014
d. Other	23,757
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Total	\$315,256

In-kind must be allowable, reasonable, verifiable, and necessary for the operation of the Head Start Program.

C. Results of the most recent financial audit

NICAA's annual financial audit for 2015 reported that there were no audit findings which were required to be reported in accordance with the office of Management and Budget Circular A-133, Section 510 (a) and no instances of noncompliance related to the financial statements were disclosed during the audit. Northwestern Illinois Community Action Agency qualified as a low-risk auditee.

D. Results of the most recent Head Start Federal Reviews

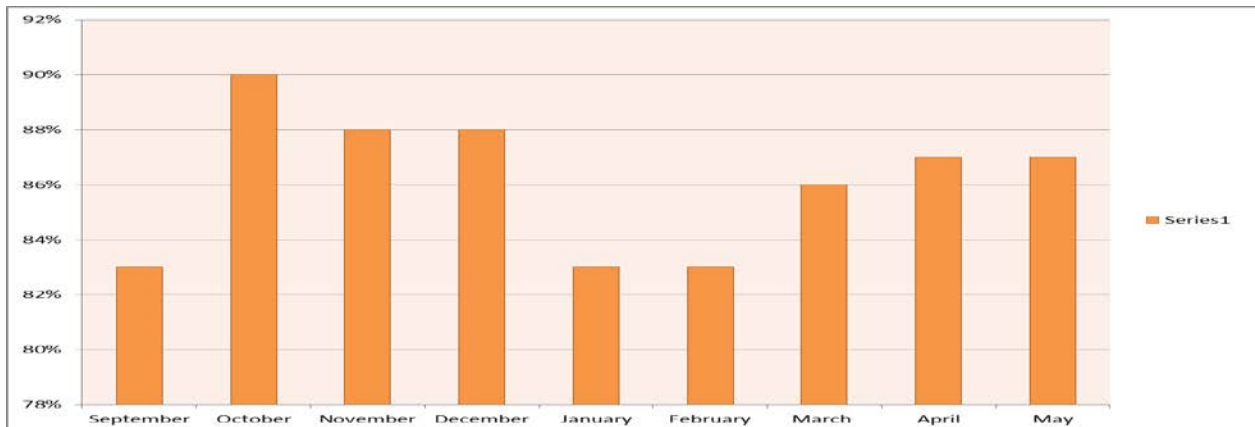
NICAA Head Start had the following monitoring reviews by the Office of Head Start during the 2014-2015 and 2015-2016 programs

- Fiscal Integrity/ERSEA
- CLASS
- Environmental Health & Safety
- Comprehensive Services/School Readiness
- Leadership, Governance, and Management Systems

No areas of noncompliance were found during these reviews and no corrective actions are required.

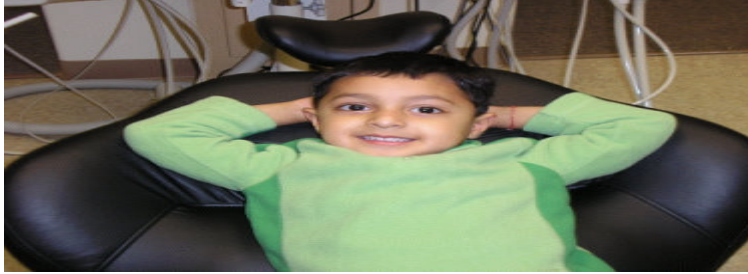
E. Funded Enrollment

NICAA Head Start is funded to serve 190 children. Total children served were 209, which includes those children who were only enrolled for a short time. Of the total enrollment, 24 were children who had special needs. Per Head Start regulations we must maintain an 85% attendance average. With the exception of the beginning of the school year when we were still enrolling children and the months of January and February (due to illness, NICAA Head Start maintained that 85% attendance rate. When children are absent from school, the parent is called within the first hour of school to verify absence.



F. The percentage of enrolled children that received medical and dental exams.

100% of enrolled children received medical exams. 100% of those children that needed treatment, received treatment.. (This is mostly due to children who enrolled and dropped out before dental exams were done.) The dental exams in Stephenson County were done by the Stephenson County Health Department/ Park City Dental along with follow-up treatment. East Dubuque exams were done by Dr. Chorak at his office in Galena.



F. Parent Involvement Activities include:

- Parent Committee Meetings
- Parent Child Literacy Activity Nights



- Participation on Policy Council
- Participation on NICAA Board
- Classroom Volunteers
- Volunteering in home preparing classroom materials.
- Field Trip Volunteers
- Completing Parent Partnership Agreements



- Participating in Home Visits and Parent Teacher Conferences
- Participating in the self-assessment.
- Parent Café
- Activities sent home to do with children



G. NICAA's Head Start's efforts to prepare children for Kindergarten

NICAA Head Start uses the Creative Curriculum in the classroom and the Teaching Strategies Gold assessment tool to show the children's growth throughout the year. Data is collected three times per year, in the Fall, Winter, and Spring. After each collection period, the data is reviewed and program adjustments are made based on areas of need.

Head Start Transition to Kindergarten

NICAA helps families during the transition to kindergarten by sending home flyers about when and where to register their child and providing the necessary documents needed when registering. Arrangements are made for the children and parents to visit the kindergarten classrooms. Books about kindergarten are read to the children at school and sent home for the parents to read to them at home.

NICAA Head Start had 64% of its enrollment enter into Kindergarten for the school year of 2015.

Children area assessed in the following areas, Social emotional, Physical – Gross Motor, Physical – Fine motor, Language, Cognitive, Literacy and Math.

As you can see by the chart below, the children entering Kindergarten from our Head Start Program for the school year of 2015 are very prepared. Assessing children throughout the year indicates on going progress in the mentioned areas.

To provide a smooth transition to Kindergarten, the Head Start teachers begin the school year following our programs School Readiness Plan as well as our Kindergarten Transition Plan. This ensures that our program is preparing our children for success. Parents are invited to attend parent meeting with guest speakers from our school district. These meetings are very helpful as they let everyone know the expectations of new students entering into the school system as well as informing them of the different experiences they will encounter. Each child moving to Kindergarten will get a book about going to kindergarten and they will be able to tour an actual kindergarten classroom in one of the school district facilities.

Some children enter our program below average in the skills assessed. As you can see on the chart below, by the end of the school year, we have a great percentage of children meeting or exceeding the program goals.

	Fall - 2015	Below	Meeting	Exceeding	Spring 2016	Below	Meeting	Exceeding
Social Emotional		22%	50%	28%		3%	35%	62%
Physical – Gross Motor		33%	47%	20%		3%	65%	32%
Physical – Fine Motor		16%	66%	18%		3%	49%	48%
Language		30%	49%	21%		4%	46%	50%
Cognitive		30%	46%	24%		3%	38%	59%
Literacy		33%	42%	24%		3%	39%	58%
Math		40%	43%	17%		9%	40%	51%

H. NICAA Head Start Staff

NICAA Head Start had 35 full and part time employees

- 8 Administration staff members
- 5 Teachers (BA)
- 10 Assistant Teachers (AA)
- 2 Assistant Teachers (CDA – Child Development Certificate)
- 5 staff in school to obtain a degree, an AA or BA in ECE or Social Service
- 3 Bus Drivers
- 1 full time Custodian/Maintenance person

The Head Start program has consultants for mental health, nutrition, and speech.