

Annual Public Report

2017-2018

Mid-Willamette Valley Community
Action Agency

Community Action Head Start

- Head Start
- Early Head Start
- Early Head Start Child Care Partnerships

Enrollment & Eligibility

The program is funded for 793 pre-school children in the Head Start program, 96 children in the Early Head Start program, and 60 children in the Early Head Start Child Care Partnerships Program. Data for each program's enrollment status and eligibility status of enrolled children is detailed in the charts below.

Head Start Pre-K	
Funded Slots	793
Total Cumulative Enrollment	910
Eligible with income below 100% of the Federal Poverty Line	405
Eligible with receipt of Public Assistance (TANF, SSI)	135
Eligible as Foster Child	24
Eligible as Homeless	140
Over income (above 130% of the Federal Poverty Line)	85
Over income (101% - 130% of the Federal Poverty Line)	121

Early Head Start	
Funded Slots	96
Total Cumulative Enrollment	140
Eligible With Income Below 100% of Federal Poverty Line	60
Eligible With Receipt of Public Assistance (TANF, SSI)	22
Eligible as Foster Child	9
Eligible as Homeless	29
Over Income (above 130% of Federal Poverty Line)	10
Over Income (101 – 130% of Federal Poverty Line)	10

Early Head Start Child Care Partnerships	
Funded Slots	60
Total Cumulative Enrollment	94
Eligible With Income Below 100% of Federal Poverty Line	60
Eligible With Receipt of Public Assistance (TANF, SSI)	5

Eligible as Foster Child	2
Eligible as Homeless	22
Over Income (above 130% of Federal Poverty Line)	4
Over Income (101 – 130% of Federal Poverty Line)	1

Children's Health

Families are supported in making connections to establish a regular doctor and dentist to provide care for their enrolled children. The program tracks children's well child exams and oral health assessments to support the family in ensuring their children are up to date on a schedule of age appropriate care.

Head Start Pre-K	
Funded Slots	793
Total Cumulative Enrollment	911
Number of Children Up-To-Date on a Schedule of Preventative and Primary Health Care	765
Number of Children Up-To-Date on a Schedule of Preventative and Primary Oral Health Care	813

Early Head Start	
Funded Slots	96
Total Cumulative Enrollment	140
Number of Children Up-To-Date on a Schedule of Preventative and Primary Health Care	100
Number of Children Up-To-Date on a Schedule of Preventative and Primary Oral Health Care	79

Early Head Start Child Care Partnerships	
Funded Slots	60
Total Cumulative Enrollment	94
Number of Children Up-To-Date on a Schedule of Preventative and Primary Health Care	58
Number of Children Up-To-Date on a Schedule of Preventative and Primary Oral Health Care	24

Parent Involvement

Community Action Head Start encourages the involvement of parents in the program throughout all service areas. Parents receive support in setting family and personal goals, resources and referrals to help support their goals, and encouragement to become strong advocates for their children. Each site conducted parent meetings on a bi-monthly basis, with parents involved in planning and coordinating the meetings. An elected representative from each classroom serves on the Policy Council, one of the two governing bodies with program oversight. The Policy Council met monthly to approve grants, hirings, and participate in governance of the program.

As part of the Oregon Head Start Association, one parent representative was elected by the Policy Council to participate in three state OHSA meetings during the school year. Parents were able to attend training on a variety of topics and bring the information back to share with their peers.

Parent engagement activities were arranged to allow more parent participation, including fathers, by having greater flexibility for working families to be able to attend. The purpose was to allow the building of family bonds while giving families opportunities to participate in community events. This included bowling, ice skating, pumpkin patch events and the A.C. Gilbert Children's Museum. Parenting classes were also offered to the community.

Parents shared that strengths they saw in themselves was their ability to care for their children and have positive relationships with their children. Parents also shared where more support is needed. Many families report struggling to connect with peer support and the community in general.

Kindergarten Readiness & Child Outcomes

Preparing children to be ready for kindergarten includes detailed observation and accurate assessment of children’s progress in developmental areas including: social emotional, physical, language, cognitive, literacy, and math. Each child will progress at their own rate. The goal for all children is to demonstrate progress toward meeting or exceeding goals throughout the year. The 2017-2018 yearly outcomes for Community Action Head Start clearly indicates that at year end, children are achieving success at meeting or exceeding in all areas of kindergarten readiness.

Child Outcomes Data 2017-2018

Fall 2017

Area	Emerging	Meets	Exceeds
Social/Emotional	412	265	6
Physical	336	351	5
Language	407	280	3
Cognitive	436	230	9
Literacy	500	162	9
Mathematics	542	121	10

Winter 2017

Area	Emerging	Meets	Exceeds
Social/Emotional	191	443	96
Physical	124	565	41
Language	206	480	44
Cognitive	164	514	52
Literacy	194	490	46
Mathematics	346	352	32

Spring 2018

Area	Emerging	Meets	Exceeds
Social/Emotional	68	504	194
Physical	52	532	182
Language	103	543	120
Cognitive	86	558	122
Literacy	97	597	72
Mathematics	208	477	80

Financial Information – 2017-2018 Funding

US Health & Human Services Office of Head Start	6,284,133
Oregon Department of Education Early Learning Division	3,997,446
Department of Human Services (ERDC)	139,065
USDA (Schools Meals Reimbursement)	458,334
Other Revenue	418,360
Total	11,297,338

Financial Information – 2017-2018 Budget

PROGRAM BUDGET	
Salaries	5,540,276
Fringe	2,223,470
Total Personnel Cost	7,763,746
Advertising	5,300
Contract Services	599,483
Capital Outlay-Vehicles/Buses	64,571
Training	138,194
Food purchases/supplies	356,946
Insurance	43,076
Lease Facility & Mortgages	230,580
Utilities-Sites	107,997
Literacy	6,100
Parent Involvement/Training	71,000
Repair & Maintenance-Sites	134,500
Supplies Janitorial	41,864
Site setup	32,000
Curriculum	5,000
Licenses & Fees	14,407
Classroom Supplies, Equip-	84,600
Supplies-Other	73,900
Meetings Expense	6,500
Postage	5,720
Printing & Copying	45,800
Telephone	63,160
Transportation	104,500
Travel & Out of Area	40,185
Volunteer Services	418,360
Total operating expenses	2,693,743
Total Personnel & Classroom operating expenses	10,457,489
ADMINISTRATIVE BUDGET	
Advertising/Recruitment	6,944
Contract Services	6,125
Training	22,231
Property/Liability Insurance	13,872
Lease Facility	56,048
Repair & Maintenance	10,000
Licenses, Dues & Fees	40,543
Supplies - Consumables	10,550
Meetings Expenses	3,209
Postage	1,646

Printing & Copying	13,996
Telephone	9,510
Travel & Out of Area	27,073
General Admin Expenses	618,102
Total Non-Classroom Expenses	839,849
Total Program Expenses	11,297,338

Financial Information – 2017-2018 Expenditures

PROGRAM EXPENDITURES	
Salaries	4,701,717
Fringe	1,810,678
Total Personnel Cost	6,512,395
Advertising	6,733
Contract Services	562,890
Capital Outlay-Vehicles/Buses	
Capital Outlay-Middle Grove	
Training	154,127
Food purchases/supplies	329,802
Insurance	82,622
Lease Facility & Mortgages	442,158
Utilities-Sites	120,491
Literacy	215
Parent Involvement/Training	23,428
Repair & Maintenance-Sites	193,959
Supplies Janitorial	35,402
Site setup	16,515
Curriculum	
Licenses & Fees	91,208
Classroom Supplies, Equip-	181,004
Supplies-Other	160,747
Meetings Expense	1,727
Postage	2,508
Printing & Copying	38,784
Telephone	79,296
Transportation	96,013
Travel & Out of Area	40,404
Volunteer Services	86,554
Total operating expenses	2,746,587
Total Personnel & Classroom operating expenses	8,882,139
ADMINISTRATIVE EXPENDITURES	
Advertising/Recruitment	388
Contract Services	
Training	4,359
Property/Liability Insurance	12,324
Lease Facility	34,878
Licenses, Dues & Fees	464
Supplies - Consumables	22,634
Meetings Expenses	0
Postage	2,272

Printing & Copying	13,938
Telephone	20,867
Travel & Out of Area	
General Admin Expenses	519,929
Total Non-Classroom Expenses	632,053
Total Program Expenses	9,891,035

Financial Audit Year Ended June 30, 2018

The Single Audit for the year ending June 30, 2018 was filed on March 7, 2019. The independent auditors report issued by Grove, Mueller and Swank contained an unqualified opinion. This means that in their opinion the financial statements are presented fairly in all material respects.

MWVCAA's financial position and the changes in net assets and cash flows for the year ended June 30, 2018 were prepared in compliance with generally accepted accounting principles.

There were two findings noted during the audit. The first finding was that MWVCAA did not prepare timely and accurate financial records. The second finding was that MWVCAA did not document an internal review and approval on certain internal control structures.

The Agency has implemented processes in order to address the timeliness of recording of accounting transactions. In addition, the review and approval process is documented, and being completed on a consistent and timely basis.

Federal Monitoring Reviews

The Office of Head Start provides monitoring oversight to Head Start programs over a five-year grant cycle. The last monitoring visit for our program was in April, 2018, when the Office of Head Start completed both a Focus Area 2 Review and a CLASS Review. Focus Area 2 reviews examine the program's performance in the following areas:

- Program Management
- Program Governance
- Financial Management
- Eligibility
- Attendance
- Education and Child Development Services
- Health Program Services
- Family and Community Engagement Program Services

In each of the 43 rated areas, our program was found to have met all requirements. No concerns or deficiencies were identified during the Focus Area 2 review.

The CLASS review is observation of all preschool teachers looking at three domains and ten dimensions of teacher-child interactions, measuring them on a seven point scale. All Head Start classroom teachers received a CLASS observation during this review. The Office of Head Start provides programs with their scores, and then they aggregate all CLASS scores from Head Start programs in the country, identifying those who fall into the bottom 10% as programs that must recompute for their next five year grant. The chart below provides the national aggregated scores, including the benchmark for the highest and lowest 10%, and the CAHS scores for our program. We are above the lowest 10% mark in all areas.

Domain	National Lowest 10%	National Median (50%)	National Highest 10%	CAHS Scores April 2018
Emotional Support	5.66	6.09	6.45	6.26
Classroom Organization	5.28	5.82	6.28	5.75
Instructional Support	2.31	2.89	3.71	2.50