

Our Mission

Head Start Inc. provides comprehensive services for young children and their families to achieve school readiness and lifelong success.



*Encourage
Empower
And Educate
All
Children*

Our Values

Children First

Respect

Positivity

Empathy

Competence

2014 - 2015 Annual Report

Report to our Donors and
Community



Head Start Financial Statements

STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

FOR THE YEAR ENDED JUNE 30, 2015

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Total</u>
Operating Revenue and Support			
Grants	3,278,006		3,278,006
Contract	31,524		31,524
United Way	19,000		19,000
Donated Goods and Services	511,795		511,795
Contributions	54,257	16,359	70,616
Net investment Income	4,784		4,784
Net Assets Released from Restriction through Satisfaction of Program Restrictions	12,012	(12,012)	0
Total Operating Revenue and Support	<u>3,901,810</u>	<u>4,347</u>	<u>3,906,157</u>
Expenses			
Program Services	3,473,646		3,473,646
Support Services			
Management & General	445,668		445,668
Total Operating Expenses	<u>3,919,314</u>	<u>0</u>	<u>3,919,314</u>
Change in Net Assets from Operations	<u>(8,245)</u>	<u>4,347</u>	<u>(3,898)</u>
Increase (Decrease) in Net Assets	(17,504)	4,347	(13,157)
Net Assets, Beginning of Year	<u>1,362,871</u>	<u>88,015</u>	<u>1,450,886</u>
Net Assets, End of Year	<u>1,345,367</u>	<u>92,362</u>	<u>1,437,729</u>

Contributions of services are recognized in the Organization's financial statements only if (1) the services enhance or create non-financial assets or require specialized skills, (2) are provided by individuals possessing those skills and (3) would typically need to be purchased if not provided by donation. During the years ended June 30, 2015 and 2014, services donated by non-professionals and parents totaled \$165,514 and \$170,193, respectively. These amounts have not been included in the financial statements.

BOARD MEMBERS

Chair: Emily Jones	Members: Donald Rome	Megan Stovall	Andrew Gutierrez
Vice Chair: Randy Swensen	David Munson	Jamie Densen	Angela Hall
Treasurer: Heidi Jensen	Jennifer Stark	Kevin D. Evans	Becky Kelly
Past Chair: Donald Rome	Kent Dubeau	Ron Juneau	

In the school year of 2014-2015 Head Start, Inc. had a federal review in CLASS, Environmental Health and Safety, and Fiscal. There were two fiscal findings that have since been resolved.

Head Start Financial Statements

Revenues and Support by Source for the Year Ended June 30, 2015

Federal - Head Start	3,100,841
Federal - Child and Adult Care Food Program (CACFP)	177,165
Non-Federal	798,449
Total	4,076,455

Expenses for the Year Ended June 30, 2015

	<u>Budget</u>	<u>Actual</u>
Personnel	1,979,173	1,975,788
Fringe Benefits	499,274	498,758
Supplies	201,100	200,602
Contractual	42,501	41,972
Other	351,064	350,617
Training	33,104	33,104
Head Start Total	3,106,216	3,100,841
CACFP	198,270	177,165
Non-Federal	776,554	927,132
Grand Total	4,081,040	4,205,138

Financial Audit for the Year Ended June 30, 2015

The financial statement audit report was unmodified. Two material weaknesses in internal control were reported. Head Start, Inc. has developed corrective action plans to resolve both issues. The Federal Awards audit report was unmodified with no internal control weaknesses or significant deficiencies reported.

Our Teaching Philosophy

Head Start, Inc. is committed to providing high quality, integrated educational and child development services designed to promote school readiness and early childhood development. Head Start, Inc. partners with families to ensure children demonstrate meaningful progress in the development of language and early literacy, cognition and general knowledge, social and emotional skills, approaches to learning, and physical health and development. The program implements a research-based curriculum, supported by comprehensive health, nutrition, transportation, and family support services. Head Start, Inc. individualizes the delivery of services to the needs of each child and family, based on screenings, regular observations and assessment, and parent input.

Intentional teaching is at the heart of the delivery of early childhood education and development services at Head Start, Inc. Intentional teaching means providing instruction or guidance to young children with specific outcomes in mind. Intentional teachers carefully design their classroom environments to encourage learning, cultivate a deep understanding of child development, and practice a wide array of strategies to support individual learning goals. Curricular tools used in the classroom setting are designed to provide integrated learning across multiple dimensions, be relevant to young children and their individual progress, balance between child-directed and adult-directed activities, and support progress towards school readiness goals. In addition, teachers and family service workers partner with families to extend classroom learning activities into the home environment.



Program Description

The Head Start program engages low income families and their children to be successful in school and in life. Head Start was founded in 1965 as part of Lyndon Johnson's "War on Poverty" and is a non profit 501 (c) (3). Head Starts program funding is made available in two ways. Twenty percent of the funding for Head Start comes from monetary donations, local grants, volunteers, professional services and in-kind donations. Eighty percent of the funding comes from a grant applied for through the Department of Health and Human Services. Through the grant and donations, Head Start is able to provide comprehensive child developmental services to 3 and 4 year old children. In addition to receiving a high quality education, the Head Start program strives to strengthen parent-child relationships and support families' progress towards their goals. Head Start also puts an emphasis on parent involvement. By involving and empowering parents in the educational process, parents begin to understand that they are their child's first teacher.

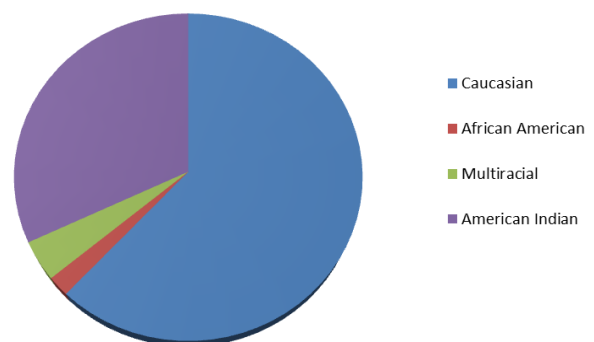
Who Is Enrolled at Head Start?

Federal Guidelines for Poverty	
Persons in Family Unit	48 Contiguous States and D.C.
1	\$11,170
2	\$15,130
3	\$19,090
4	\$23,050
5	\$27,010
6	\$30,970
7	\$34,930
8	\$38,890
For each additional person, add	\$3,960

Eligibility for Head Start services is income-based, with priority given to children who are homeless or in foster care. There are 360 children enrolled at Head Start Inc., with an average monthly enrollment of 100%. Typically, there are approximately 100 children on a waiting list. Federal poverty guidelines are used to determine eligibility. Families that are at or below the federal guidelines qualify to enroll their children at Head Start. The demand for Head Start is very high in our community. This past year, we served 83% of the children that applied and were eligible to attend school at Head Start. The children served in the program reflect the ethnicity in the communities we serve. Of the children enrolled at Head Start, 2 children are Hispanic while 82% are Non-Hispanic.

Single Parents	58%
Parents with less than a High School Education	11%
Parents that work	44%
Children with disabilities	14%
Children enrolled in Healthy Montana Kid Or other Health Insurance	91%
Children with Dental Exams	97%
Children with Physical Exams	87%

Who is Enrolled at Head Start



Disability Services

Approximately **10%** of children in the United States have a disability that is recognized under the special education law. Several types of disabilities are covered under the federal law: developmental delays and medical, sensory, emotional or physical problems. In recent years, there has been an increase in the number of preschool children that are being identified as having attention-related or autism spectrum disorders. Out of 360 students at Head Start, **52** students have been identified as having special needs or disabilities. For **14%** of these children, special needs were identified through screening services at Head Start. Special education professionals provide a full range of individualized services for identified children.



Community

Without the support of our community, there would be no Head Start! Here are some ways you can help us to raise the \$769,000 we need to each year in order to receive our grant. There are many ways that you can help.

- Volunteering with the garden, cleaning, classroom helper, etc.
- Monetary Donations
- In-kind donations of Goods and Supplies
- Sponsorships through fundraisers

Donate today by logging onto www.billingsheadstart.org

To Volunteer contact Tera Clough, Community Relations Director at 406-869-1220

We would like to thank the entire community for your support in making Head Start such a successful early childhood education program. Without your gracious financial and volunteer support we would not be here. Each year you help us raise the 20% of the federal grant we need in order to receive the grant. On behalf of all of us, thank you. We appreciate you so much!!!

Dental, Physical & Mental Health

Due to the efforts of volunteer dentists like Dr. Michael Downing and physicians like Dr. Paul Kelker, as well as other health professionals in the communities, every child at Head Start can receive dental and physical care. During 2014-2015, 97% of our children received dental exams and approximately 87% received medical exams. Each year, we strive to reach 100% for physical and dental exams in all of our Head Start sites. Children who attend Head Start are taught healthy habits from day one, like brushing their teeth after each meal, washing their hands frequently and covering their mouths when coughing or sneezing. Health assessments are conducted each year. All students are screened for vision and hearing. Our Health Specialists use sophisticated equipment, such as an audiometer to test hearing and the Welch-Allyn vision screener, which can identify problems with the eye. If problems are found, families are encouraged to get further testing done for the child. Head Start has an active health care advisory committee that guides our program. Behavioral and mental health needs are met through Center for Children and Families. Teaching healthy habits in all areas of health is very important, not only for the children's growth and development, but also for their families' benefit. Parents who are knowledgeable about good health habits can advocate for their child's health and learn to take good care of themselves as well.

Move with Me Mommy and Read to Me Daddy

Head Start encourages parents to engage and to have different ways to actively interact with their children. Two of the programs Head Start offers is Move with Mommy and Read To Me Daddy. Move with me mommy was designed to engage mothers or female role models in a child's life to play more actively with them. The program began in the spring of 2014. Last year the participants did three separate activities including yoga, exercising while acting like an animal and lastly they all participated in the Women's Run. Read to Me Daddy is a program designed to help fathers and male role models to actively read to their children. The program offers fathers techniques to engage a child in a book and not just through the words on the page, but also through descriptive open ended questions about what they see or what they think is going on in the picture based on what they read. Both programs have been very successful for parents. Head Start encourages parents that they are their child's first teacher.



Research indicates children who feel a closeness and warmth with their father (male figure) are:

- More likely to be successful academically and socially
- Twice as likely to enter college
- 75% less likely to have a child in their teen years
- 80% less likely to be incarcerated
- Half as likely to show signs of depression.

TIPS:

Read together Every Day

Read again and again and make it fun!

While the children are at school they will receive 2/3 of their daily nutritional needs.

Nutrition

Head Start adheres to very high nutritional standards. Children are served two meals a day while they are at school and receive 2/3 of their daily nutritional needs. All meals are cooked on site and include milk, water, whole grain foods, sources of protein, fruits and vegetables. Some of the vegetables served at Head Start are grown on site in the children's garden. The nutritional staff prepares food for 360 students each day. While most schools serve lunch in a cafeteria, Head Start serves them in the classroom family style; teaching children to set tables and proper table etiquette.

Head Start Garden

Head Start has had a garden at North Park for over ten years. This year, all of our Head Start programs had their own garden and the teachers. A garden curriculum is taught year round. The children start the year by harvesting vegetables in the garden, planting garlic and then putting the garden to bed for the winter. In January the children start planting their seedlings, watering them and keeping them safe under heat lamp. In the spring they plant their vegetable in the garden. During the summer a group of volunteers take care of the garden and sell the produce at Riverstone's Healthy By Design Market. Many of the vegetable are frozen and used later to prepare lunches for the children at Head Start. If you would like to volunteer please contact Tera at 406-869-1220.



Friday Food Pack Program

- ♦ **One in five American children face food insecurity**
- ♦ **More than 21 million children qualify for free or reduced-price meals through the National School Lunch Program and the National School Breakfast Program.**

Head Start, Inc. recognized the amount of food being consumed by our three and four year old, low income children when they returned to school on Monday. In the Spring of 2015 the plan was made to implement our own backpack program using donations from our community and the Billings Food Bank. Starting in October of 2015, each Friday, between 50 to 70 meals are prepared for the children to feed them for the weekend. Volunteers prepare the backpacks and then deliver them to the families homes. The families are so appreciative of the gift and the children are thriving. We hope to continue our efforts for years to come.

Family Engagement and Advocacy

Head Start is unique in our outreach and commitment to the families of our students. Two of our mission goals are directed at strengthening parent-child relationships and supporting families' progress toward their goals. Our Family Advocates work with each family to help them identify personal goals that range anywhere from furthering education or finding a better job, to help with parenting or marriage issues. In order to serve the needs of so many families we offer adult education classes that provide training for things such as monthly budgeting, CPR, job success, housing and a variety of other optics. We also talk with families on a one-on-one basis, offering support to help with individual circumstances.



Services Received By Head Start Families

Housing Assistance	14%
Emergency/Crisis Intervention	20%
Parenting Education	45%
Mental Health Services	17%
Health Education	16%
Homeless Children Served	4%
Job Training	9%
Assistance to Families of Incarcerated individuals	2.5%
Child Support Assistance	2%
Child Abuse and Neglect Assistance	5.5%
Adult Education	7%
Substance Abuse Prevention or Treatment	1%
Marriage Education Services	3%
Domestic Violence Services	2.5%
WIC Services	48%
SNAP	55%
Clothing Assistance	25%
Foster Care	7%
Military Families	2%
Weekend Food Supplies	6%

Early Childhood Development & Kindergarten Readiness

The Office of Head Start defines school readiness as follows: “children are ready for school, families are ready to support their children’s learning, and schools are ready for children.” School readiness goals address five essential domains: social and emotional, language and literacy, approaches to learning, cognition and general knowledge, and physical well-being and motor development. Every year, Head Start, Inc. formulates a school readiness plan for the agency, aligned with the Head Start Child Development and Early Learning Framework (HSCDELFF) as well as Montana Early Learning Standards 2014. The plan is crafted by a cross-cutting team of Head Start employees, including teachers, family advocates, support services, and management. Feedback from parents, public schools, early childhood experts and community members also shapes the plan. Head Start, Inc. implements evidence-based curricula for student learning, delivered by highly qualified teachers who receive ongoing professional development and coaching. Parents are recognized and supported at the child’s first and most enduring teacher, and family engagement is a core component of delivering high quality comprehensive services to each child.



Head Start, Inc. is an evidence-based, data-driven organization. School readiness for each student is evaluated on a comprehensive basis, across the domains, to ensure each child is making progress. Developmentally appropriate means of assessment take place throughout the year and form the basis of individualization for all our students. Parent observations and opinions are a core component of these assessments. Transition into the program begins with a welcoming intake process during application and enrollment. Family Advocates are the first point of contact in building a trust-based relationship with families and sharing the core principles of school readiness for students and families. Prior to the start of the school year, Head Start offers a Health and Development Screening Fair, providing hearing, vision, and developmental screenings for enrolled students. Students with potential areas of concern are flagged for follow-up and results are discussed with parents.

Throughout the year, student progress on school readiness goals is observed and documented. Parents and teachers meet formally for two home visits and two parent-teacher conferences each program year. Family advocates check in with families periodically based on student and family need. Head Start, Inc. holds three checkpoints per year to assess student progress holistically and identify strengths, needs, and areas of concern. *(continued on next page)*

Early Childhood Development & Kindergarten Readiness (continued)

As the year draws to an end, children moving on to kindergarten begin preparing for the transition. Teachers and family advocates engage parents in determining where each child will go to school, support parents in the enrollment process, and give families guidance on advocating for their child’s needs in the school setting. In the classroom, teachers begin to build specific kindergarten skills, and start talking to children about moving on. Family-style meals in the classroom begin to incorporate lunchroom elements – milk containers, prepacked cereals, trays – so that children are prepared to navigate mealtime. Fundamental independence skills are polished up – zipping coats, lining up, and managing multi-step directions. Transition meetings are held at the end of the program year for students receiving special education services or mental health services, or any student who may have a special need. Children have the opportunity to tour kindergarten classrooms, and transition packets are sent to schools, giving a comprehensive report on the progress of each child. Parents receive packets of ideas for summer activities to support kindergarten readiness.

Policy Council 2014-2015

Policy Council Chairs:

Chair: Tim Denney

Vice Chair: Dawn Bushard

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Treasurer: Michelle Kelly

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Christopher Franklin
Amanda Reichelt
Angeline Desjarlais
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Christina Hammond
Heydi Powers
Jayne Bryant
Terri Fuson
Camille Fritzler
Dawn Bushard
Jay Keeth
Dawn Kleinsasser
Desiree G riffith
Amber Nance

Community Representatives

Jim Corson
Michelle Gasek
Hilary Harriet
Shelby Jo Long-Hammond
Hannah Silveus

Transportation

We offer transportation in three of our five sites. Often, parents that work or don’t have transportation would not be able to enroll their children at Head Start with out having the bussing option. We currently bus 17 children in Joliet , 12 children in Lockwood and 166 children at our North Park site in Billings.



Thank you to all of our Corporate Sponsors



ROCK 2 RAISE 2016 will be held at the Billings Depot on August 26, 2016! Don't miss the last party of the summer and Head Starts biggest Fundraiser. See You All There!