


**SENDCAA HEAD START
BIRTH TO FIVE
ANNUAL REPORT
2022-2023**

This report is prepared to comply with the Head Start Reauthorization Act of 2007. This act states:

Each Head Start agency shall make available to the public a report published at least once in each fiscal year that discloses the following information from the most recently concluded fiscal year, except that reporting such information shall not reveal personally identifiable information about an individual child or parent:

- (A) The total amount of public and private funds received and the amount from each source.
- (B) An explanation of budgetary expenditures and proposed budget for the fiscal year.
- (C) The total number of children and families served, the average monthly enrollment (as a percentage of funded enrollment), and the percentage of eligible children served.
- (D) The results of the most recent review by the Secretary and the financial audit.
- (E) The percentage of enrolled children that received medical and dental exams.
- (F) Information about parent involvement activities.
- (G) The agency's efforts to prepare children for kindergarten.
- (H) Any other information required by the Secretary.

SENDCAA Head Start Birth to Five Vision Statement: *Building on a cornerstone of success that inspires all children and families to reach their full potential.*



SENDCAA Head Start Birth to Five Mission Statement: *Creating a community of learners through nurturing children and engaging families.*

ABOUT OUR PROGRAM

Head Start & Early Head Start programs exist to provide comprehensive early childhood education, health, nutrition, and parent involvement services to low-income children and their families. Our program provides services to a total of 346 children from birth to 5 years of age. Our Early Head Start program also has a Pregnant Moms Program, which reserves 4 slots to pregnant women. Our program provides support for emotional well-being, nurturing and responsive caregiving, and father engagement during pregnancy and beyond.

The SENDCAA (Southeastern North Dakota Community Action Agency) Head Start Birth to Five Program provides these comprehensive services to children and their families at our various locations across North Dakota. We have sites located in Lisbon, Wahpeton, Fargo, and West Fargo. Our administrative team consists of the following: Project Director, Assistant Director, ERSEA/Family Partnerships Coordinator, Health & Nutrition Coordinator, Education Coordinators, Administrator of Operations, and Administrative Assistant. This team oversees and supports the overall direction of the program.

We have staff who provide direct services to children in the classroom- teachers, teacher assistants, and behavior support staff. With support of program Education Coordinators, Mental Health/Disability Coordinator, and our coaching team, these staff focus on providing services in the areas of Social-Emotional, Cognitive, Physical, Mathematics, Literacy, and Language. Our program implements the Creative Curriculum and Conscious Discipline in the classrooms.

The SENDCAA Head Start Birth to Five Program also provides services to families in the areas of health, nutrition, and family involvement. Family Support Coordinators (Health Coordinators, Family Advocates) support families in maintaining overall child health & wellness, providing a variety of parent education and resources, and encouraging routine family participation. We have wonderful cooks who meet the nutritional needs of the children enrolled in our program.

EXPENDITURES AND PROPOSED BUDGET

2022-2023 GRANT YEAR BUDGET

<i>Grant Revenue</i>	<i>Federal</i>	<i>State</i>
US Dept Health & Human Services	4,119,500.00	
USDA		251,533.00
In-Kind	951,018.00	
Total Program Revenues	5,070,518.00	251,533.00

<i>Program Expenses</i>		
Salary & Wages	2,306,515.00	99,835.00
Fringe	598,154.00	29,619.00
Contracted Services	63,506.00	
Supplies	218,855.00	
Travel	11,293.00	
Space Costs/Rentals	476,606.00	
Other Direct Costs	407,712.00	122,079.00
Insurance	36,859.00	
In-Kind	951,018.00	
Total Program Expenses	5,070,518.00	251,533.00

PROPOSED BUDGET 2023-2024

<i>Grant Revenue</i>	<i>Federal</i>	<i>State</i>
US Dept Health & Human Services	4,119,500.00	
USDA		359,969.00
In-Kind	1,029,875.00	
Total Program Revenues	5,149,375.00	359,969.00

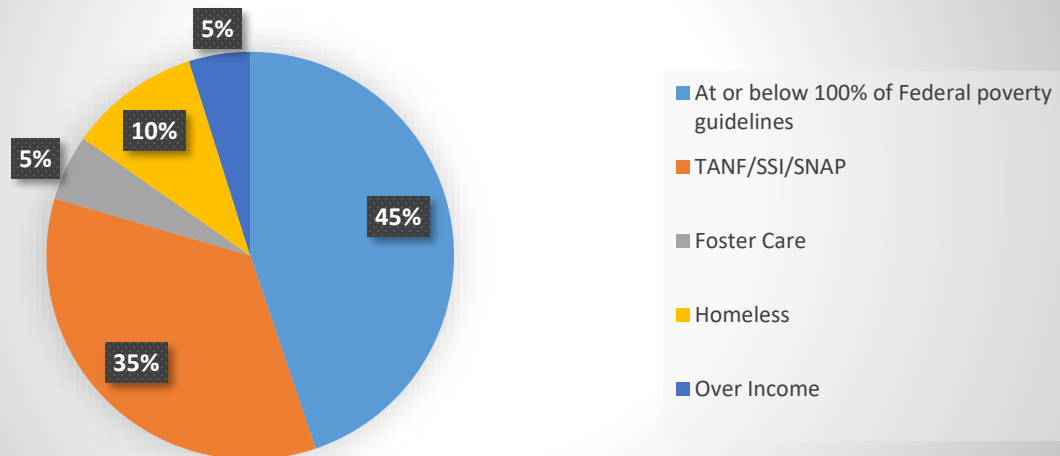
<i>Program Expenses</i>		
Salary & Wages	2,626,416.00	130,974.00
Fringe	687,791.00	33,292.00
Contracted Services	79,072.00	
Supplies	42,558.00	
Travel	32,369.00	
Space Costs/Rentals	337,114.00	
Other Direct Costs	276,180.00	195,703.00
Insurance	38,000.00	
In-Kind	1,029,875.00	
Total Program Expenses	5,149,375.00	359,969.00

MEET OUR CHILDREN & FAMILIES

Total Number of Children Served 2022-2023	
Head Start	288
Early Head Start	78
Total Number of Families served 2022-2023	
Head Start/Early Head Start	366

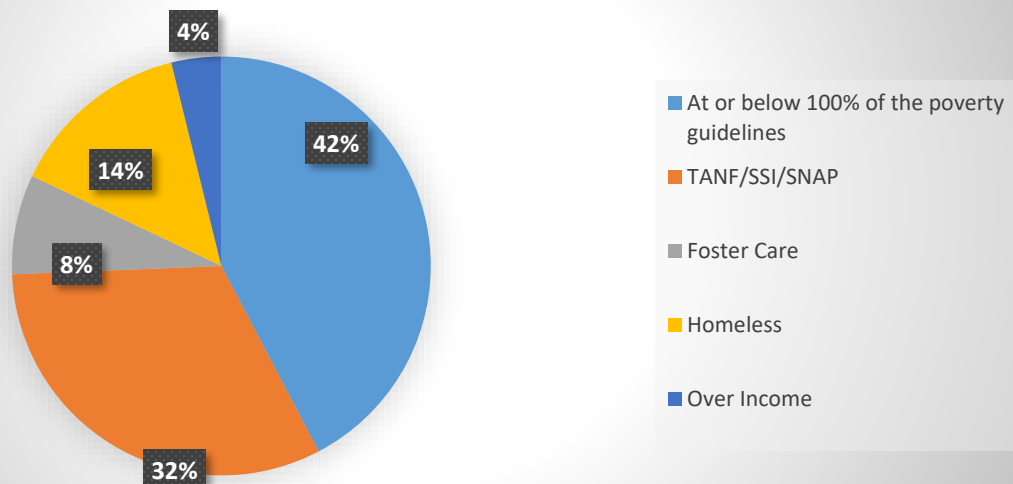
2022-2023 Head Start Eligibility Status

288 Children Served



2022-2023 Early Head Start Eligibility Status

78 Children Served



FAMILY ENGAGEMENT SERVICES

Family Services Staff continued to work hard to engage our families throughout the school year through parenting classes, goal setting and day-to-day communication.

FAMILY GOALS

Our staff continue to partner with community members to offer education related to common goal areas such as continuing parent education, finances and relationships between parents and their children. During the 2022-2023 school year, we offered a 5-week Conscious Discipline parenting class in the spring. Our program hosted a finance class on “The Basics of Budgeting and Saving,” presented by The Village.

PARENT COMMITTEE

Parent Committees are held three times a year in October, December, and March. All of our meetings have topics that cover objectives from our curriculum. Our October parent committee meeting focuses on social/emotional, our December parent committee meeting focuses on mathematics, and our March parent committee meeting focuses on literacy. Each event has two components: a site level parent meeting and a classroom level family engagement activity. The meeting and engagement activity encourages parent involvement and fosters positive relationships with families. The parent meetings focus on a variety of topics such as site safety, community events and resources, attendance, and illness policy, and in-kind.

SERVICES RECEIVED/REFERRALS

Emergency or Crisis Intervention	299
Housing Assistance	16
Asset Building Services	2
Mental Health Services	84
Substance Abuse Prevention	14
English as a Second Language Training	91
Adult Education	104

POLICY COUNCIL

The Head Start Policy Council makes decisions about the overall direction of the program in Cass, Richland, Sargent, and Ransom counties. The council is made up of elected parent representatives, past parents, and individuals from community agencies. We had community representatives attend regularly from the Fargo Public Schools and Friends of the Children. We offer both in-person and Zoom options for meetings.

HEALTH SERVICES

DENTAL

We still have our partnership with Family Health Care Dental in Fargo. Family Health Care Dental continues to visit our Early Head Start children four times per year to provide dental exams and fluoride varnish. Children receive services from Family Health Care Dental regardless of their insurance status. Family Health Care Dental also provides those same services to our pregnant moms regardless of their insurance status. As a bonus for our program, we are able to generate in kind from these services!

Starting in the spring of 2023, we expanded the Family Health Care Dental services to our Head Start program by utilizing their mobile unit. The mobile unit is able to set up at any of our locations to complete dental exams, cleaning, x-rays, fluoride varnish, and dental treatment. Extensive dental treatment is completed at the clinic as needed. The mobile unit is set up for 6 dates in the spring and 6 dates in the fall.

NDSCS continues to be utilized by our Wahpeton and Lisbon sites for dental exams and fluoride varnish. These exams have been completed at NDSCS as well as at our Wahpeton location.

Our program was able to celebrate dental health month by sending home toothbrushes for each child along with dental information and activities for families. Seesaw was also utilized by Health Coordinators to promote oral health awareness for families.

% of children with continuous, accessible dental care		
	At enrollment	At end of enrollment year
Head Start	65%	92%
Early Head Start	41%	94%

NUTRITION

Our program continues to work with NDSU Extension for nutrition lessons. Visits to the Head Start classrooms occur once a month from January through May. Lessons about “Go” and “Whoa” foods are taught. Topics include healthy snacks, vegetables, fruits, and more. After each lesson, children are able to try a healthy snack, such as sugar snap peas, provided by the instructor.

WELL CHILD AND IMMUNIZATIONS

Due to a partnership with Sanford Health, some of our children were able to complete well-child exams and immunizations at Head Start. Influenza and Covid vaccines were also available. Sanford provided this service to children with and without health insurance. Due to another partnership with Public Health in Wahpeton, well child exams and immunizations were completed on site as needed. Seesaw was also utilized to share health flyers with families.

% of children with continuous, accessible medical care		
	At enrollment	At end of enrollment year
Head Start	90%	95%
Early Head Start	95%	98%

MENTAL HEALTH & DISABILITY SERVICES

The Mental Health and Disabilities component is responsible for monitoring the social-emotional, cognitive, and physical development of all children enrolled in Head Start Birth to Five. Within 45 days of entry, all children are screened using the Ages and Stages Questionnaire: Social-Emotional screener. Teachers screen all children, and parents are also asked to complete this tool. Furthermore, all children at Early Head Start are screened for global development using the Ages and Stages Questionnaire 3. All 3–5-year-olds are screened for global development using the Brigance Screen III.

The purpose of screening is to identify children who might need additional monitoring or referrals for outside services. These screening tools prove to be very effective in identifying children with such needs. In the area of Disabilities, in the 2022–2023 academic year, 78 students were referred for outside evaluation based on the results of the screens. Of these referrals, 21 parents chose not to accept the referrals, 10 children were evaluated but did not qualify, and 44 students received additional services as a direct result of our screenings and referrals. In addition to these 44 students, Head Start also served 13 children who returned to our program with services already in place, for a total of 57 children with disabilities.

Head Start served four children with ADHD, four children with autism, and three children with anxiety. As one can imagine, the area of mental health holds a lot of stigma and many parents resist referrals for these services. However, even when parents do not welcome a referral, the screening tool is still a valuable tool in having conversations with parents and teachers regarding areas of need and skills to work on with the child both in the classroom and in the home setting.

HIGH QUALITY EDUCATION

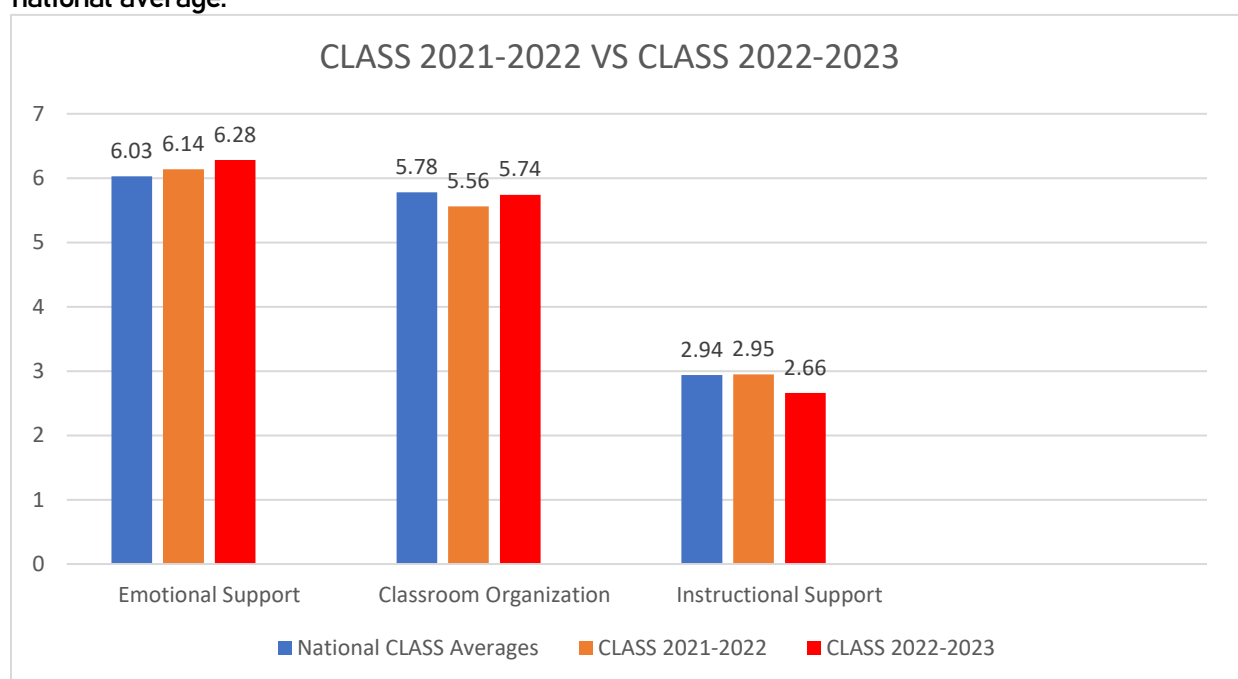
Teachers use our curriculum Creative Curriculum, and our online platform Teaching Strategies Gold. With Creative Curriculum–The Cloud, teachers have access to all the curriculum studies along with additional resources to share with their children and staff. The online platform also helps with the lesson plan layout, allowing teachers more time to individualize for their children and effectively plan their day. Teaching staff continue to implement Conscious Discipline (our social/emotional curriculum) and the Head Start ELOF (Early Learning Outcomes Framework) in their day-to-day activities. Each classroom has a daily schedule that incorporates mealtimes, large and small group times, outdoor play, and naptime.

COACHING

Our program continues to be intentional about providing coaching to our education staff. We assessed all classroom staff while using our Coaching Point System. This neutral system was created by our program to assess the individual strengths and needs of our classroom staff to determine where support is need. Once coaching was determined as a need, our teachers get placed with our Teacher Coach, a Peer Mentor Coach, or in one of our two TLC (Together, Learning, and Collaborative) groups. During the 2022-2023 school year, we hired a teacher coach mid-year. Due to staffing she covered in a classroom for most of the winter and spring but was able to coach 2 of our staff. We also held one TLC group in the winter and spring for 4 staff.

CLASS

The Classroom Assessment Scoring System (CLASS®) is an observation instrument that assesses the quality of teacher-child interactions in center-based preschool classrooms. CLASS® includes three domains or categories of teacher-child interactions that support children's learning and development: Emotional Support, Classroom Organization, and Instructional Support. The chart below provides a comparison to program CLASS Scores in 2021-2022 and 2022-2023 and the national average.



CLASS Observations occur yearly at the SENDCAA Head Start Program. Observations are completed by program staff who are certified CLASS observers. During the 2022-2023 school year the program had five CLASS reliable observers which included one classroom teacher, three Education Coordinators, and the Assistant Director. CLASS observations occur in the fall/winter each year.

Our program increased our scores in Emotional Support by .14 and in Classroom Organization by .18. In the area of Instructional Support, our program decreased by .29 from last year. Reasons for this decrease are based on the influx of new teachers this year and the increase in enrollment after the

COVID-19 Pandemic. In the area of Emotional Support our program scored higher than the national average. In the areas of Classroom Organization and Instructional support our program scored below the national average.

Our main focus for SENDCAA Head Start will be to increase the scores in Classroom Organization and Instructional Support. These have been areas where we have fallen below in the past few years. Classroom Organization includes behavior management, productivity, and instructional learning formats. Instructional Support focuses on the areas of concept development, quality of feedback, and language modeling. For the 2023-2024 school year we will be looking into further training opportunities to increase our scores in all domains.

GETTING READY FOR KINDERGARTEN

Our program collaborated with local school districts to build strong partnerships with the schools that receive children transitioning from Head Start. With parental consent, our teachers completed kindergarten transition forms that are sent to receiving schools. Our program utilized the curriculum study, “Getting Ready for Kindergarten” to prepare children for what to expect in kindergarten. Getting ready for kindergarten was an ongoing process throughout the 2022-2023 school year. Our teachers promoted the importance of regular attendance, collaborated with parents on Individual School Readiness Goals, discussed child assessment data, and worked to provide ongoing opportunities on social-emotional skills to every child.

PROFESSIONAL DEVELOPMENT

A critical component for our staff is ongoing professional development. We value our employees and do everything as an organization to equip them with the tools they need to be successful in their designated role. Our program has all staff training days in August, October, January, and March.

Trainer	Topic
Tanya Frazier	Develop the Leader in You
Karen Nitzkowski	Setting the Stage to Thrive
Andrea Olson	Poverty Simulation
Teaching Strategies	The First Six Weeks
Sarah Myers	Health and Safety Hot Dish
Lorine Horvath	Developmentally Appropriate Practices
Sheriff Jesse Jahner	Active Shooter Training
Diane Craft	Active Play
Lindsey Burkhardt	Nurturing Healthy Sexual Development
Sarah Mwangura	Illuminating Care

Other trainings our staff attended throughout the year included In-Kind, Safety Discussions, Work Place Standards of Conduct, Diversity, CPR/First Aid, Crisis Prevention Intervention, Car Seat Safety, and Active Supervision.

COMMUNITY PARTNERS

We continue to have many community partners who were able to provide a variety of services to our families. Community partners throughout the year included Fargo Public Library and West Fargo Public Library who read to our classrooms monthly, Dakota Barber Academy who provided free haircuts for our children, and Angels of the Muse who brought music into our classrooms. Other community partners we worked with included Fix It Forward Ministries, MSUM, SafeKids, and True North Church. We also had four classrooms attend dance classes at Red River Dance Academy.

PROGRAM HIGHLIGHTS

Our Conscious Discipline Action Team (CDAT) continued to meet monthly to bring concepts of Conscious Discipline into our classrooms, sites, and entire program.

In the beginning of April our program chose to highlight our classrooms in the community during the Week of the Young Child. Classroom art was displayed at Bonanzaville, Rustad Rec Center, Fargo Public Library, West Fargo Public Library, and Lisbon True Value. Our Wahpeton classroom attended a community event during the week that promoted literacy. Prairie Public visited each classroom and provided a morning of fun, hands-on activities. They also brought in Cat in the Hat and read to each classroom!

To end our 2022-2023 school year, we celebrated with our families at the Red River Valley Zoo. Families were able to enjoy the zoo, ride the carousel, participate in a camel feeding, and enjoyed a nutritious meal on us!



