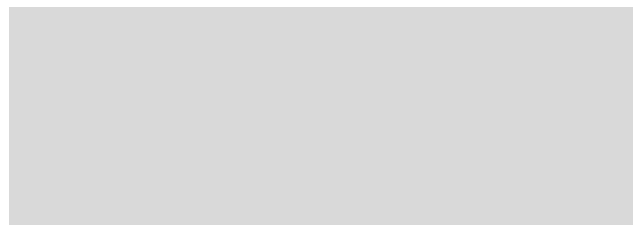




2019-2020

ANNUAL REPORT

DRAKE UNIVERSITY HEAD START



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PROGRAM OVERVIEW

Head Start and Early Head Start programs provide early childhood education to children ages birth to five. The majority of the families served by Head Start and Early Head Start face significant challenges such as poverty, homelessness, disability, or trauma.

The US Department of Health and Human Services – Administration for Children and Family Services – Office of Head Start (ACF-OHS) provides funding for Head Start/Early Head Start grantees across the nation. Drake University has served children and families in Central Iowa through the HS/EHS grant since 1977.

During the 2019-2020 program year, Drake University operated two grants: the Head Start/Early Head Start (HS/EHS) grant and the Early Head Start - Child Care Partnership (EHS-CCP) grant.

The EHS-CCP grant was designed to improve the quality of existing child care programs and expand access to high-quality care for infants and toddlers. **The Drake University EHS-CCP 2019-2020 Annual Report can be found within this report following the Head Start/Early Head Start section.**

Head Start

Drake University is the Grantee for the largest Head Start grant in the state of Iowa. Drake University provides Head Start services to children ages three to five across six counties: Polk, Boone, Warren, Jasper, Marion, and Story (Ames only). Drake University Head Start classrooms are located in the following cities:

- Ames
- Ankeny
- Boone
- Des Moines
- Indianola
- Knoxville
- Newton
- Urbandale
- West Des Moines

Families in Polk County also have the option for home-based Head Start services.

Des Moines Public Schools (DMPS), the largest school district in the state, provides Head Start services in the DMPS enrollment area as a Delegate of Drake University Head Start.

Early Head Start

Early Head Start programming is available to children from birth to three years of age who reside in Polk County. The Early Head Start home visiting program is available to children ages birth to three. Children between the ages of two and three have the option to attend a unique center-based program designed to suit the specific needs of toddlers.

Program Goals

The 2019-2020 program year goals for the project period are:



GOAL #1

Children will be better prepared for school success.



GOAL #2

Enhance the monitoring system to fully utilize data to make informed program decisions.



GOAL #3

Foster a positive culture and climate built upon collaboration and strengths.



GOAL #4

Empower families to be their child's first, most important, and forever teacher.

FUNDING

Drake University Head Start receives federal funding from the U.S. Department of Health and Human Services through the Administration for Children and Families – Office of Head Start (ACF-OHS).

The agency was awarded a total of \$11,206,827 for the 2019-2020 program year. This figure includes \$2,189,446 for carryover funding from the duration start up complete construction projects and additional ongoing operating funding \$768,503 to increase full day, full year programming for Head Start. A cost of living adjustment of 1.77% on operating funds only (\$114,434 for HS Operating; \$0 HS Training; \$27,070 EHS Operating; \$0 EHS Training) was awarded to all Head Start grantees in the 2019-2020 program year.

The COVID-19 pandemic created many challenges at the end of the program year. Classrooms closed and services became virtual with limited in-person interaction to prevent the spread of the pandemic. With closed classrooms and office staff working remotely, many of the usual supplies and consumables did not need to be ordered and a funding balance remained at the end of the program year. The surplus funds not requested from the funding agency were forfeited.

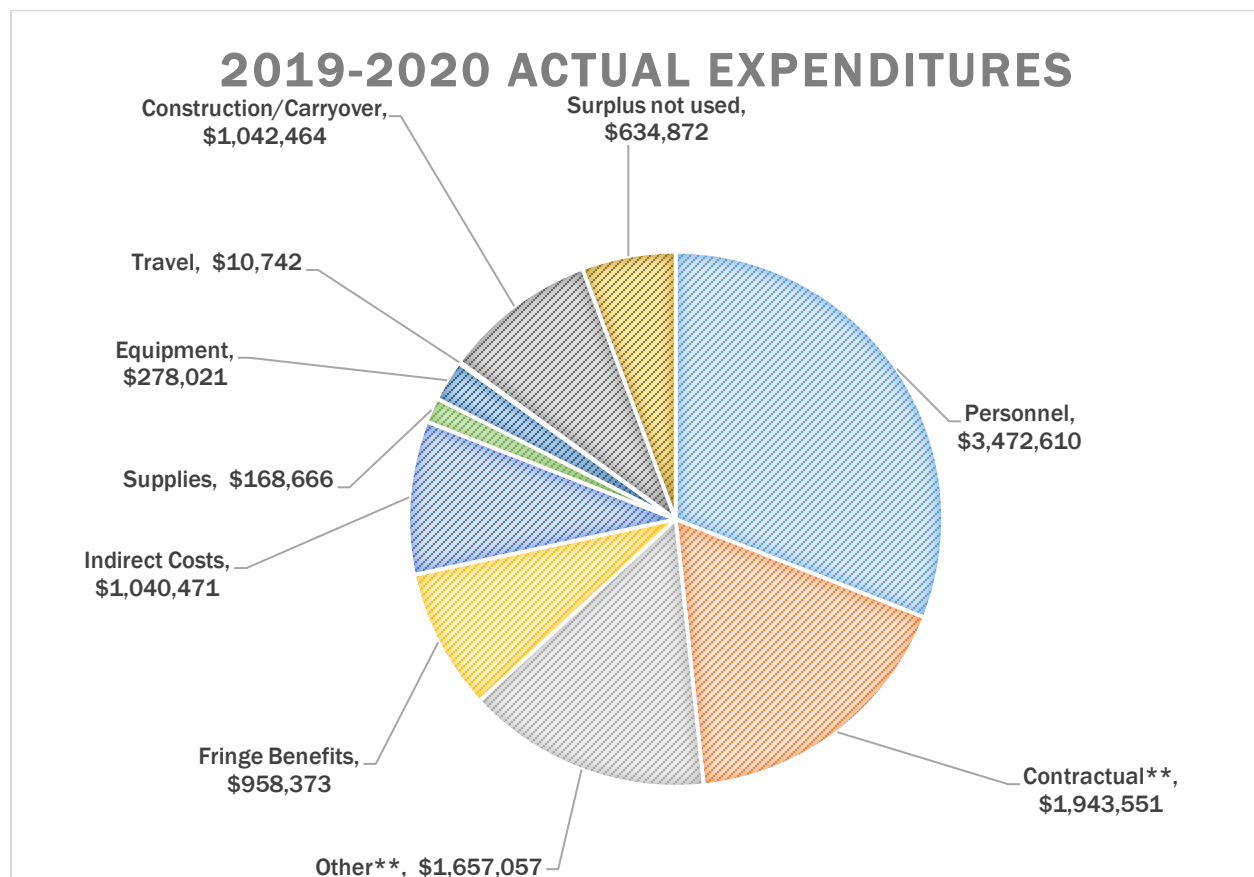
The following tables and charts detail the funding allocation, proposed budget, and actual expenditures for the Drake University HS/EHS grant for the 2019-2020 program year.

2019-2020 Drake University Head Start Funding Allocation	
Head Start Programming	\$ 7,348,128*
Head Start Training	\$ 77,587
Early Head Start Programming	\$ 1,556,462
Early Head Start Training	\$ 35,204
Duration/Construction	\$ 1,952,867
Head Start Operating	\$ 236,579
Total Funding Award	\$ 11,206,827

*Includes \$1,943,551 in Head Start funds for contractual Delegate programming.

FUNDING (cont.)

2019-2020 Proposed Budget	
Personnel	\$ 3,736,242
Contractual (DMPS Delegate)	\$ 1,943,551
Fringe Benefits	\$ 1,073,358
Indirect Costs	\$ 1,092,703
Supplies	\$ 127,500
Equipment	\$ 424,830
Travel	\$ 11,409
Other*	\$ 1,735,622
Construction	\$ 1,061,612
Total	\$11,206,827



*Other includes expenditures such as repair/maintenance, space and construction costs, interpretation/translation services, software, etc.

**Contractual refers to Drake University Head Start's contract with DMPS (Delegate agency).

COMMUNITY ASSESSMENT

Poverty

Data from the United States Census Bureau's American Community Survey (2018 Five-Year Estimates) provides a snapshot of the need that exists within the Drake University Head Start service area.

The term "poverty," as it is used here, refers to families who fall below the Federal Poverty Level (FPL) established by the US government.

2019 FEDERAL POVERTY GUIDELINES

FAMILY SIZE	ANNUAL INCOME
2	\$16,910
3	\$21,330
4	\$25,750



THERE ARE MORE THAN 17,500 FAMILIES IN THE DRAKE UNIVERSITY HEAD START SERVICE AREA LIVING BELOW THE FEDERAL POVERTY LEVEL

In the Drake University HS/EHS service area, 4% to 8% of families live below the FPL. This may create the illusion that poverty is not a significant issue within this service area; however, 4-8% of the families in each of the counties served by Drake University Head Start equates to more than 17,500 families living below the FPL across the service area. The American Community Survey further reported that the percentage of families in Story County with children under age five living below the FPL has nearly doubled from the prior year.

Foster Care

Since 2017, the number of children in foster care in Boone, Polk, Story, and Warren counties has increased. Over the course of the year, Boone County saw a 46% increase in the number of children in foster care – from 59 children in 2017 to 86 children in 2018, as reported by the US Census Bureau. The increase of children in the foster care system in the Polk County as a whole from 2017 to 2018 was just under 5%, with Des Moines seeing a 14% increase.

Free and Reduced-Price Meals

The school districts Drake University Head Start serves are generally those with a high percentage of families receiving free and reduced-price meals. Free and reduced-price meal data from the Iowa Department of Education for the 2019-2020 school year reflects that most of the districts in which Drake University Head Start operates had a free and reduced meals rate of around 30%. Des Moines Public Schools, the district that operates the agency’s Delegate program, had a free and reduced lunch rate of 77.8%. Southeast Polk and Urbandale were the two districts that saw an increase of around 1%. This accounts for an increase of 119 children in Southeast Polk, and 47 children in Urbandale. All of the other school districts in the Drake University Head Start service area saw a decrease in the 2019-2020 school year.

ENROLLMENT

Funded Enrollment

Drake University Head Start receives funding to serve 892 Head Start/Early Head Start children ages birth to five across a six-county service area. Of the 892 children Drake University Head Start is funded to serve, DMPS serves 420 Head Start children in the district attendance area. Drake University provides Head Start services for 384 preschool-age children and 88 Early Head Start children.

Head Start Enrollment

Head Start Funded Enrollment: 804
 Average monthly Head Start Enrollment: 96.1%

Early Head Start Enrollment

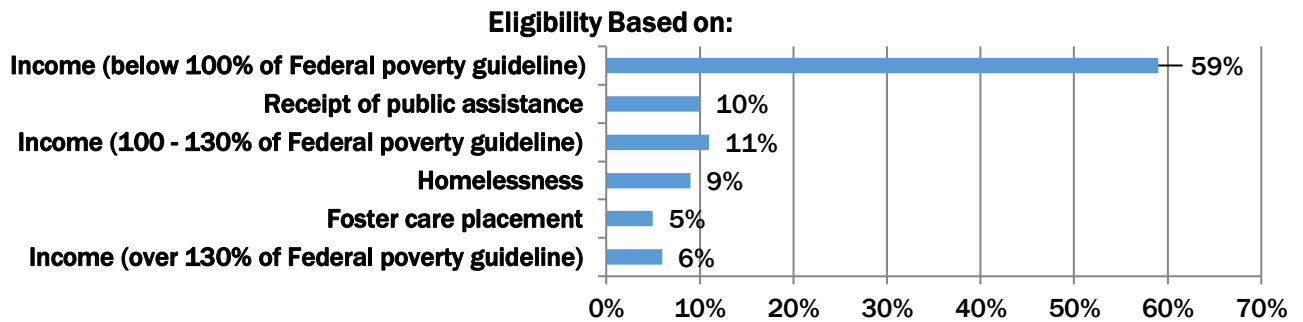
Early Head Start Funded Enrollment: 88
 Average monthly Early Head Start Enrollment: 97.4%

**DRAKE UNIVERSITY HEAD START SERVED
 1,058 CHILDREN AND THEIR FAMILIES
 OVER THE COURSE OF THE 2019-2020 PROGRAM YEAR**



Eligibility

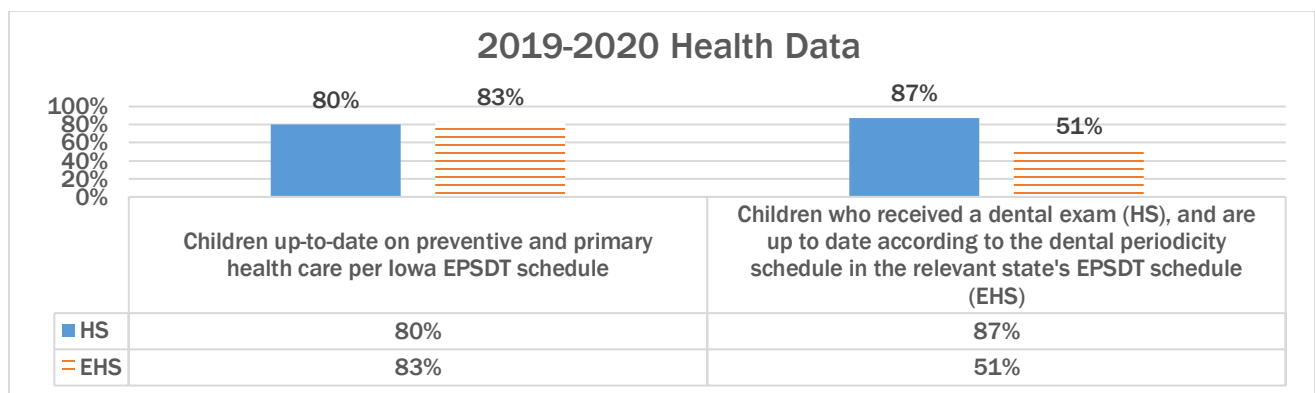
Many families served by the program are eligible in multiple categories; however, Head Start programs may report only one eligibility category per family to the US Department of Health and Human Services. The percentage of eligible children in each category is reported below.



HEALTH

Along with conducting hearing, vision, and developmental screenings for enrolled children, Head Start provides families with health education and resources that underscore the importance of keeping children healthy.

The chart below reflects the percentage of children who were up-to-date on their preventive and primary health care, those who received a dental exam by the end of the program year for HS children, and those who are up to date according to the dental periodicity schedule in the relevant state’s EPSDT schedule.



Health Education

Health education events provide Grantee and Delegate families with resources and tools to meet their health goals. The *Health Care Institute*, conducted multiple times per year, educates families on how to properly assess and handle childhood illness or dental emergencies. *CPR and First Aid*

for Friends and Family is offered in service areas where the Parent Needs and Interests Survey indicates high parent interest. Health events are well-attended with a favorable response from parents.

FAMILY ENGAGEMENT

Drake University Head Start engages families in their child's learning and development through parent education, leadership opportunities in program governance, and parent/child activities and events.

Parent Education

Drake University Head Start staff work one-on-one with parents to learn more about the family's needs and provide parents with appropriate resources.

Parent Resources

In addition to individualized resources, families receive:

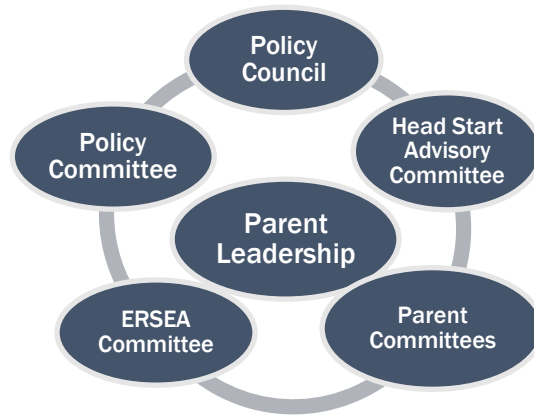
- MONTHLY NEWSLETTERS
- MONTHLY *KID FOOD* AND *SMART FOOD* BULLETINS
- PARENT EDUCATION CLASSES
- ACCESS TO A FAMILY LENDING LIBRARY
- PARENT AND CHILD TOGETHER (PACT) TIME TO PROMOTE PARENT/CHILD ENGAGEMENT AT SCHOOL IN THE CLASSROOM
 - WEEKLY FOR DMPS
 - MONTHLY FOR DRAKE UNIVERSITY HEAD START



Des Moines Public Schools offers monthly parent education opportunities through a program called "Coffee and Connections." DMPS Head Start staff connect parents with school staff, other parents, and social service agencies within the community. Parent education topics offered are in direct response to needs identified by parents on the fall Parent Survey and the Family Strengths Survey.

Parent Leadership

Parents are encouraged to develop their leadership skills by participating in a variety of committees and sub-committees within the agency's governance structure. The image below displays the different opportunities Drake University Head Start and DMPS offer parents throughout the program year.



Parent/Child Activities and Events

In addition to PACT times, most years, Drake University Head Start offers three annual agency-wide parent/child events for all enrolled children and their families:

- A Day at Living History Farms
- An Evening at the Science Center of Iowa
- Head Start Day at the Blank Park Zoo

In 2020, however, Drake University Head Start was not able to offer the annual Science Center and Zoo events due to COVID-19.

SCHOOL READINESS

School Readiness Goals

Drake University Head Start's foremost goal is that "Children will be better prepared for school success." Agency objectives to assess progress toward this goal address overall school performance with a focus on social-emotional development and literacy skills.

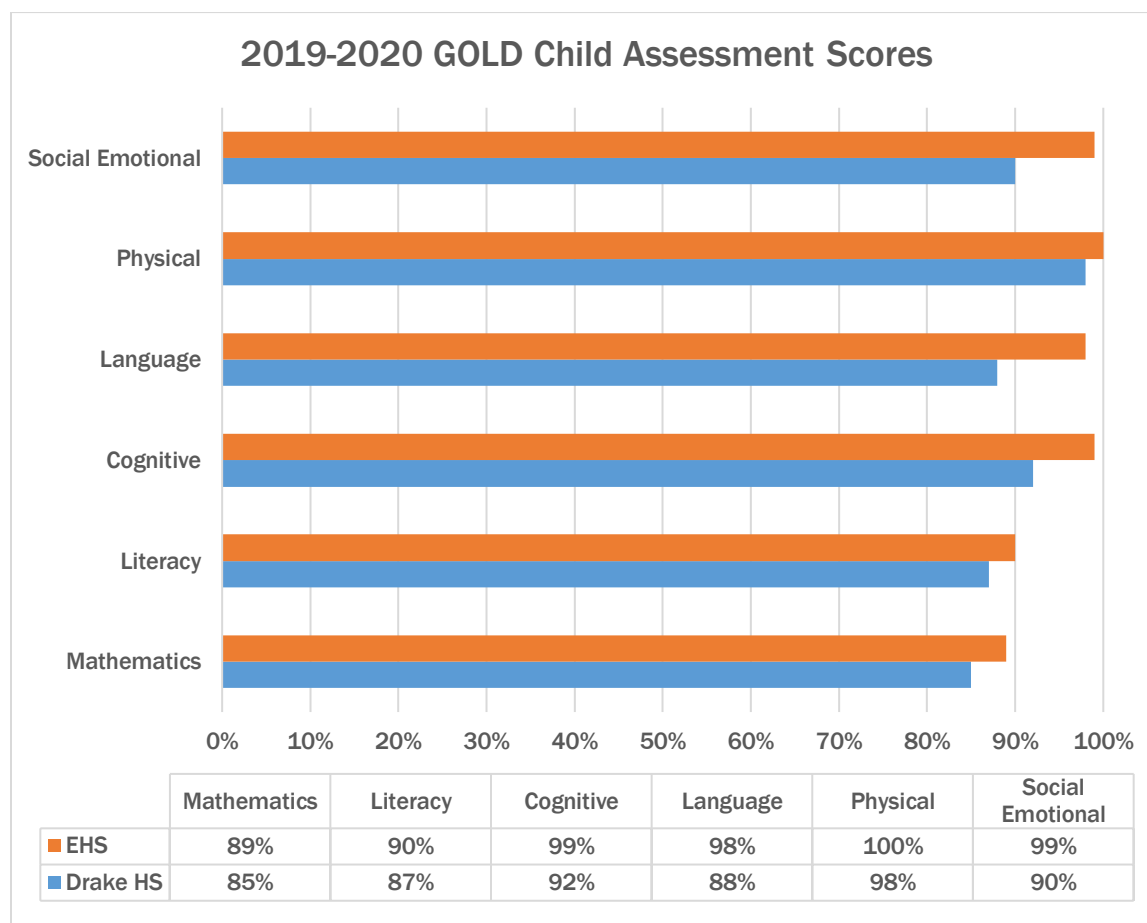
GOLD

Drake University Head Start and Early Head Start programs conduct ongoing child assessment using the Teaching Strategies GOLD Online Assessment System. Teachers and Infant/Toddler Specialists enter anecdotal and media evidence into the GOLD system, assessing child progress at common checkpoints during the year.

THE GOLD ONLINE ASSESSMENT SYSTEM MEASURES CHILD PROGRESS TOWARD AGE-APPROPRIATE, WIDELY HELD EXPECTATIONS IN THE FOLLOWING DEVELOPMENTAL DOMAINS:





- SOCIAL EMOTIONAL
- PHYSICAL
- COGNITIVE
- LANGUAGE
- LITERACY
- MATHEMATICS

The following chart represents the percentage of children meeting or exceeding GOLD Widely Held Expectations at the end of the 2019-2020 program year. These numbers represent all children enrolled in the Grantee Head Start and Early Head Start programs (with the exception of EHS-CCP), including children receiving early childhood special education services. GOLD assessments were not conducted in Spring 2020 for DMPS due to COVID-19.



HEAD START PREPARES CHILDREN FOR KINDERGARTEN

Drake University Head Start and Des Moines Public Schools partner with families to facilitate a successful transition to kindergarten. Head Start works closely with families, helping them plan for this change through:

-  **Discussions about transition during parent-teacher conferences;**
-  **Information to parents about their child’s neighborhood school, including information on registration/enrollment processes for kindergarten such as Kindergarten Round Up;**
-  **Information to parents about summer learning opportunities; and**
-  **Exchange of pertinent information and student records with parents and between programs as appropriate.**

FEDERAL MONITORING REVIEW

The most recent federal monitoring review for Drake University Head Start took place in April 2018. A federal monitoring review team conducted a Focus Area Two monitoring review with Drake University Head Start. Team members visited Grantee and Delegate classrooms, observing daily operations for compliance with the Head Start Act of 2007 and Head Start Program Performance Standards.

Overview of Findings

The Overview of Findings is explicitly aligned with sections of the Head Start Program Performance Standards and Head Start Act of 2007. The Overview of Findings identifies areas of compliance, non-compliance, or concern for each section from the Head Start Monitoring Protocol. The agency was determined to be compliant in all areas. CLASS scores for classrooms observed during the April, 2018 monitoring visit are in compliance with OHS standards and the Head Start Act of 2007 641A(c)(2)(F).

AUDIT REPORT

An independent audit for Drake University, which included both grants, was conducted by Deloitte & Touche, LLP. No concerns were noted in the Independent Auditor's Report dated October 15, 2020.

EARLY HEAD START CHILD CARE PARTNERSHIP (EHS-CCP)



PROGRAM OVERVIEW

The Early Head Start Child Care Partnership (EHS-CCP) grant is a partnership between the Office of Head Start and the Office of Child Care, both of which are branches of the U.S. Department of Health and Human Services. Through this grant, Drake University works with eight local child care centers to serve 90 infants and toddlers in Des Moines. Partner centers are located within areas of the city where a high proportion of at-risk youth and families reside.

The 2019-2020 school year was the first year of the new project period. Program goals for this project period are:



GOAL #1

Improve outcomes for children by providing comprehensive, full-day, full-year experiences in a quality learning environment facilitated by highly qualified staff.



GOAL #2

Provide support and education to parents to improve self-sufficiency and competency in their roles as parents.



GOAL #3

Increase staff qualifications and skills through instructional coaching and quality, comprehensive professional development.

The following child care centers are Drake University's EHS-CCP partners:

- Capitol Park Early Learning Center
- Children & Families of Iowa – Child Development Center
- Children & Families of Iowa – Teddy Bear Town (closed at the end of the 2019-2020 school year)
- Conmigo Early Education Center
- House of Mercy Child Development Center
- Little Sprouts Children's Center
- Oak Academy
- Wonder Years Academy

During this project period, Drake University Head Start has continued to recruit families, provide high quality family services to enrolled children, and provide innovative professional development and instructional coaching to teaching staff, directors, and administrators. Additionally, we have developed collaborative relationships with organizations that support children and families as they age out of our program.

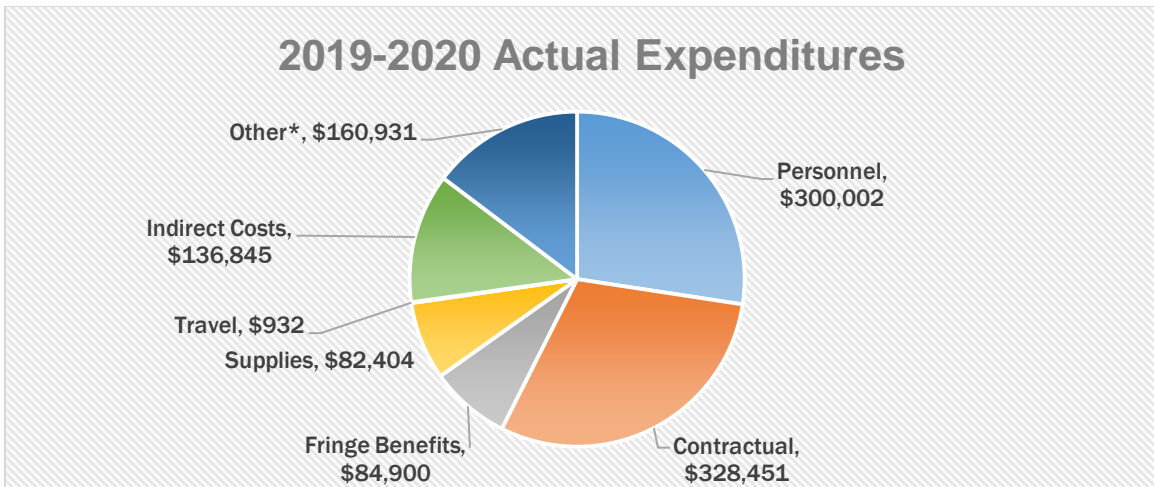
EHS-CCP: FUNDING

EHS-CCP funding comes from the same source as Head Start and Early Head Start funding: the U.S. Department of Health and Human Services' Administration for Children and Families' Office of Head Start.

The tables and charts below detail the funding allocation, proposed budget, \$18,602 cost of living adjustment, and actual expenditures for the Drake University Head Start EHS-CCP grant for the 2019-2020 program year.

2019-2020 Drake University EHS-CCP Funding Allocation	
Early Head Start Programming	\$ 1,069,559
Early Head Start Training	\$ 24,906
Total	\$ 1,094,465

2019-2020 EHS-CCP Proposed Budget	
Personnel	\$ 311,314
Contractual	\$ 356,487
Fringe Benefits	\$ 88,102
Indirect Costs	\$ 135,744
Supplies	\$ 42,085
Equipment	\$ 5,000
Travel	\$ 2,036
Other*	\$ 153,697



*Other includes expenditures such as repair/maintenance, space and construction costs, interpretation/translation services, software, etc.

EHS-CCP: COMMUNITY ASSESSMENT

EHS-CCP services are provided in areas of the city where the greatest concentration of at-risk families reside. Demographic data for Des Moines' Urban Core (where the majority of partner centers are located) reflects a low-income population where more residents rent than own and many do not pursue higher education.

In the 2018 Five Year Estimates American Community Survey, the US Census

2019 FEDERAL POVERTY GUIDELINES

FAMILY SIZE	ANNUAL INCOME
2	\$16,910
3	\$21,330
4	\$25,750



17.5% OF THE FAMILIES IN DES MOINES WITH CHILDREN UNDER THE AGE OF 5 ARE LIVING IN POVERTY

Bureau reported that 9.9% of families with children under the age of five in Polk County were living below the federal poverty level. This figure rises

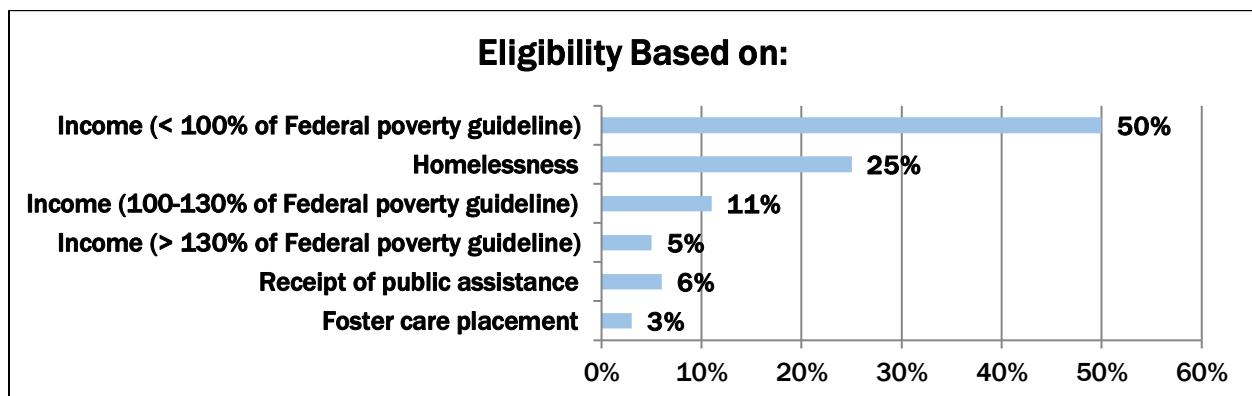
significantly for the City of Des Moines. Census data shows that 17.5% of families with a child under the age of five in Des Moines are living below the federal poverty level.

Census data over the course of this project period shows steady growth of Des Moines' population by about 1% annually. The percentage of families eligible for free and reduced-price meal within the Des Moines Public School (DMPS) district has increased as well. The percentage of DMPS families eligible for free and reduced-price meals was 77.8% during the 2019-2020 school year.

EHS-CCP: ENROLLMENT

Eligibility

During the 2019-2020 program year, cumulative enrollment for Drake University's EHS-CCP program was 153 children. Many families served by the program are eligible in multiple categories. However, Head Start agencies report only one eligibility category per family to the U.S. Department of Health and Human Services. The percentage of children in each category is reported below.



Enrollment

Enrollment numbers reflect the average enrollment throughout the 2019-2020 program year.

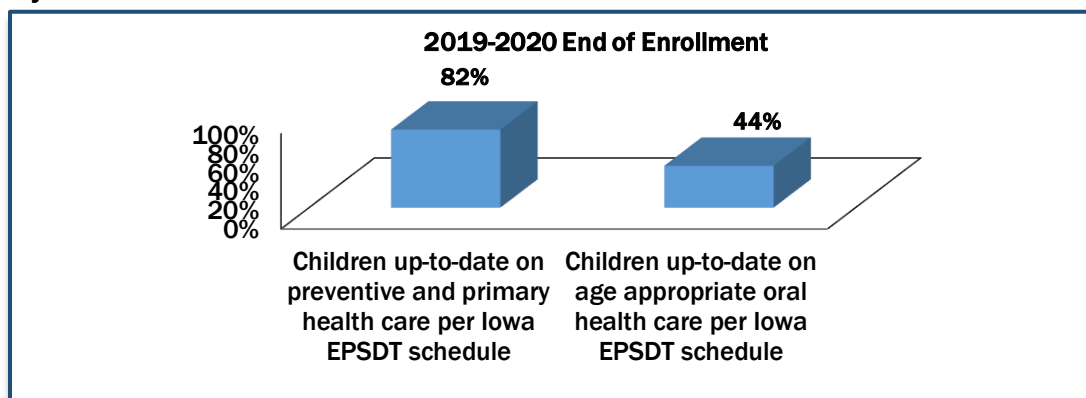
Monthly Funded Enrollment: 90

Average Monthly Enrollment: 91.2%

EHS-CCP: HEALTH

Drake University EHS-CCP staff provide resources and education to families then follow up with referrals to appropriate providers. Drake University EHS-

CCP focuses on improving the overall health of families by encouraging healthy habits.



EHS-CCP: FAMILY ENGAGEMENT

Family Goals and Parent Education

EHS-CCP family engagement activities include parent education, parent leadership opportunities, and home visits. During the enrollment process, Family Engagement Specialists work with families to develop individualized goals based on the families' needs and interests. Family Engagement Specialists maintain routine contact with families throughout their child's enrollment to help them move toward goal achievement.

EHS-CCP families are invited to the agency's *Health Care Institute* to learn more about how to handle various childhood illnesses and when it is imperative for children to see a doctor. They are also invited to participate in three agency-wide parent/child events each year for all enrolled children and their families:

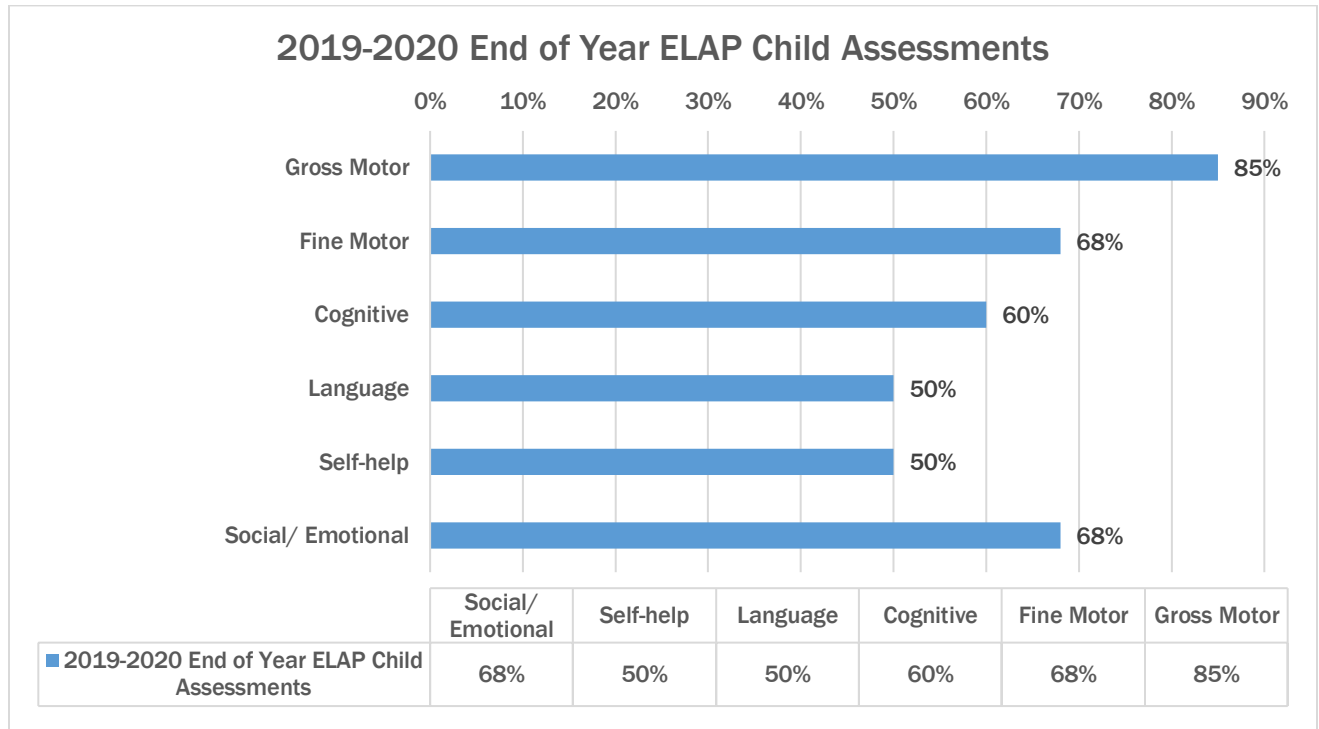
- A Day at Living History Farms
- An Evening at the Science Center of Iowa
- Head Start Day at the Blank Park Zoo

In 2020, Drake University Head Start was not able to offer the annual Science Center and Zoo events due to COVID-19.

EHS-CCP: SCHOOL READINESS

In infant and toddler classrooms, school readiness skills are demonstrated through child/caregiver relationships rather than writing or drawing samples. EHS-CCP programming focuses on creating a secure base for the children and forming relationships.

EHS-CCP classrooms use Early Learning Accomplishment Profile (E-LAP) to assess child progress toward widely held expectations in each domain. Aggregated spring 2020 assessment data for the seven Child Development Centers, is depicted on the next page. The 2019-2020 school year was the first year all seven Child Development Centers utilized the E-LAP tool. Percentages reported reflect children who have demonstrated proficiency in 51-100% of the domain items.



EHS-CCP: REVIEW RESULTS

The most recent federal monitoring review for Drake University Head Start took place in April 2018. A federal monitoring review team conducted a Focus Area Two monitoring review with Drake University Head Start. Team members visited Grantee and Delegate classrooms, observing daily operations for compliance with the Head Start Act of 2007 and Head Start Program Performance Standards. A Focus Area One review was scheduled to occur during the 19-20 school year, but was postponed until 2021 due to the COVID-19 pandemic.

Overview of Findings

The Overview of Findings is explicitly aligned with sections of the Head Start Program Performance Standards and Head Start Act of 2007. The Overview

of Findings identifies areas of compliance, non-compliance, or concern for each section from the Head Start Monitoring Protocol. The agency was determined to be compliant in all areas.

AUDIT REPORT

An independent audit for Drake University, which included both grants, was conducted by Deloitte & Touche, LLP. No concerns were noted in the Independent Auditor's Report dated October 15, 2020.