

United Community Action Program Inc.
Head Start /Early Head Start

Annual Report

Program Year 2021-2022



Table of Contents

Vision & Mission	3
Those We Served	4
Enrollment	4
Average monthly enrollment	5
Age	6
Race/Ethnicity	7
Primary Language	7
School Readiness	8
Disabilities	8
Kindergarten Preparation Efforts	8
4-year-old children’s School Readiness this year	9
Kindergarten Transition	10
Staff	11
Education of our Teachers	11
Education of UCAP Head Start/EHS Family Workers	11
Health Services	12
Children served at least 45 days	12
Mental Health Services.....	13
Pregnant Women	13
Family & Community Engagement	14
Parent Engagement Activities	14
Families	15
Homelessness	15
Federal or Other Assistance	15
Funding Sources	16
Total amount of public & Private funds received from each source	16
Budgetary proposed budget	16
Budgetary Expenditures	16
Regulatory	17
Audit	17
Federal Review	17-18



Head Start

Our Mission:

UCAP Head Start exists to empower generations of children and families through relationships, high-quality early childhood services and connections with community resources.

Our Vision:

To provide a dynamic and inclusive environment that inspires children and families from diverse backgrounds and cultures, to promote a love of learning, and to respect and protect healthy, meaningful relationships.

Those We Served:

A summary of the community

During our program year, we were able to return to full in-person services continuing to mitigate the spread of Covid and closing classroom if exposure is identified. Welcoming the parents back into our buildings was the highlight of our year and we are confident that we were able to do so because our transmission rates were lowered through the Health & Safety protocols.

We were funded to serve 719 Head Start Children (3 & 4 year-olds) and 340 Early Head Start Children (0 to 3 year-olds) and Pregnant Women, a total of 1,059. For the 20-21 year, our staff, parents, Board of Directors, Policy Council, and children have worked hard to reach our goals. We are proud to briefly share some of our accomplishments with you.

However, even as we look back at our accomplishments, we eagerly anticipate the achievements of the year ahead, striving to make tomorrow better.

Number of children and pregnant women served.

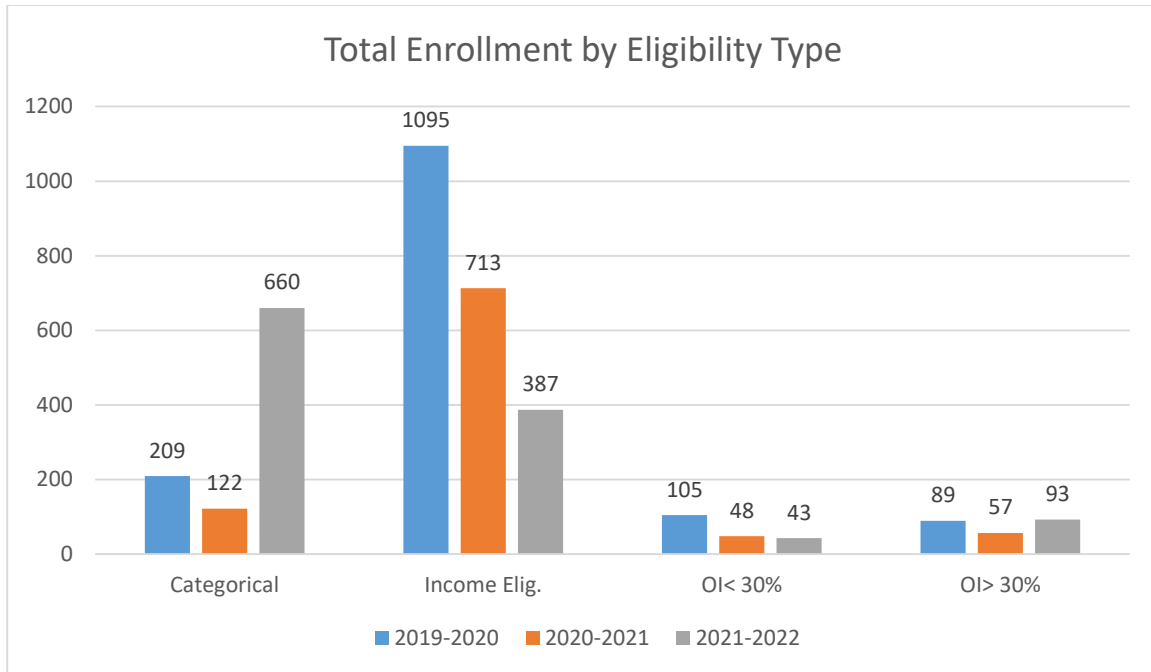
	Year 2020	Year 2021	Year 2022
Children and Pregnant Women	1,498	940	1183
Head Start children	967	497	690
Early Head Start children	473	399	448
Pregnant Women	55	44	45



An artist in the making at Perry Head Start



Pawnee EHS helpers water their garden



The highest enrollment type at 55.7% of enrolled children and pregnant women qualified as categorically eligible and second was the income eligible group at 32.7% of those served. Only 3.6% of those enrolled in the program qualified as above poverty but less than 130% of poverty income well below the federally allowable 35%. Only 7.9% of total enrollment were 130% and above the poverty income, below the Office of Head Start’s federal allowable 10%. Most of the over income were enrolled in the Head Start program.

Recruitment

We continued the Online Parent Portal through COPA. This allowed families to apply for Head Start and/or Early Head Start online. All required documentation was able to be submitted and uploaded onto the Parent Portal for staff to review and verify for eligibility. The centers also did in-person recruiting through community events, posting enrollment flyers and meeting with families in the center for intakes. There were precautions taken.

Enrollment

United’s Head Start funded enrollment was 719. Early Head Start funded enrollment was 312 infants and toddlers and 28 pregnant women for a total of 340. We did not maintain the 97% of our Head Start funded enrollment but due to the inability to recruit and hire eligible teachers we were not able to enroll more children, allowances were made during time of building back to full staff after the vaccine mandate and Covid. Enrollment was still being reported to OHS.



Story time outside at Hominy HS



A turn with the fire hose at Pawnee HS

Average monthly enrollment as a percentage of funded enrollment.

- Head Start had an average monthly enrollment of 78.7%; which is a 22.7% increase from last year .
- Early Head Start had an average enrollment of 83.8%; which is a 11.8% increase from last year

During the program year, we served more than 111% of our funded enrollment, a 22% increase from last year.

United operated 36 EHS classrooms and 43 HS classrooms of which only 2 were double sessions or 4.6% of the Head Start classrooms.

82 slots or 11% of the enrollment slots which is an increase of 10 slots from last year are in a public school collaboration. The increase is due to the return to full classes and in-person services. There are only 2 classrooms in the public school, Hominy and Beggs.

Our community assessment update shows us that most families need full-day HS services and the families of young children are moving to the larger communities to find employment and resources. The public schools are now serving most of the pre-K children in our service area. Eligible families are seeking services for the infant, toddler, twos and threes.

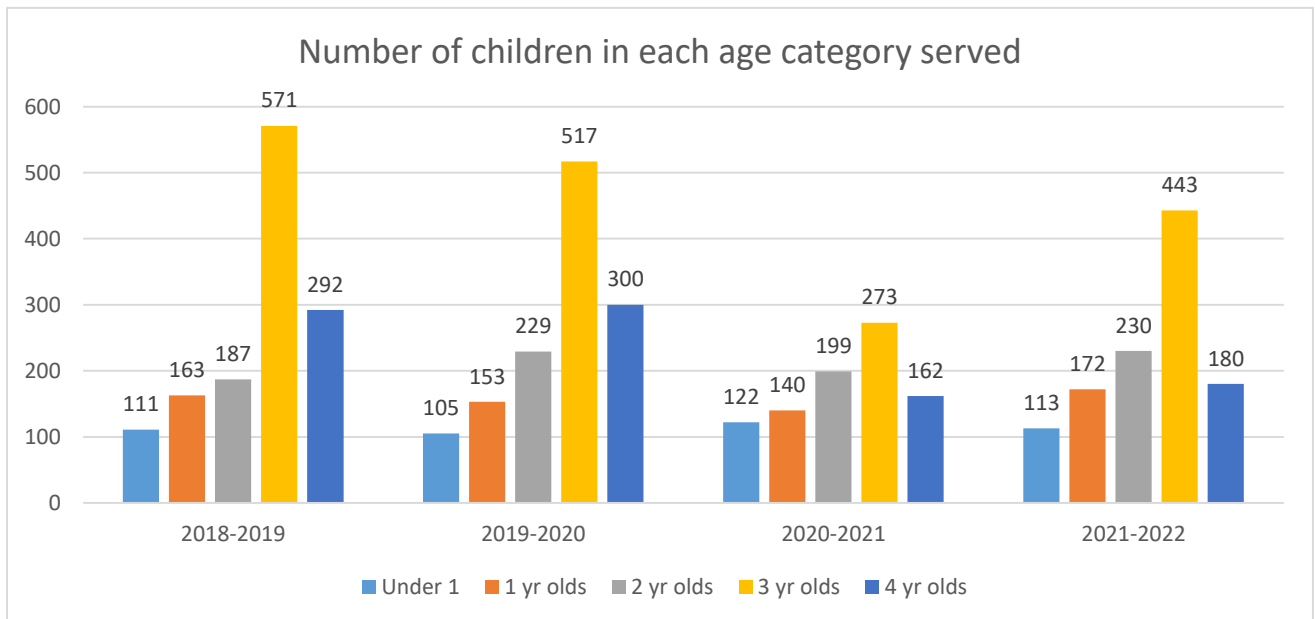


Dr. Seuss' Birthday celebrated at Ponca City Head Start



Dressed up for a party at Hominy EHS

Age



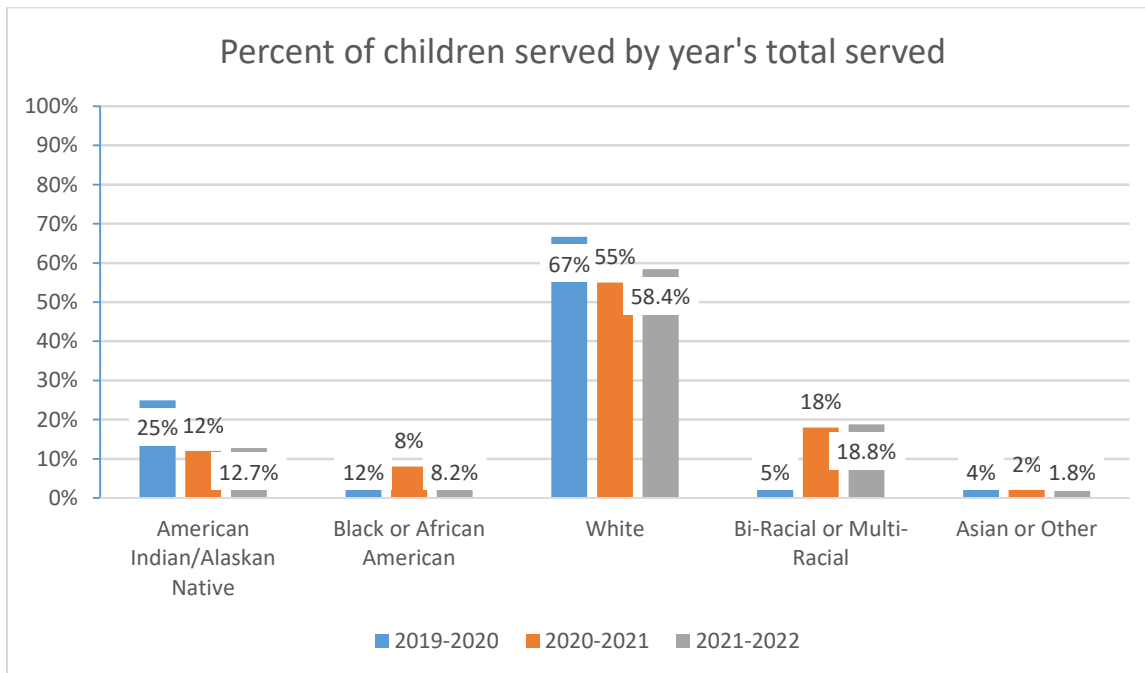


Pawnee Head Start got a visit from the Fire Department

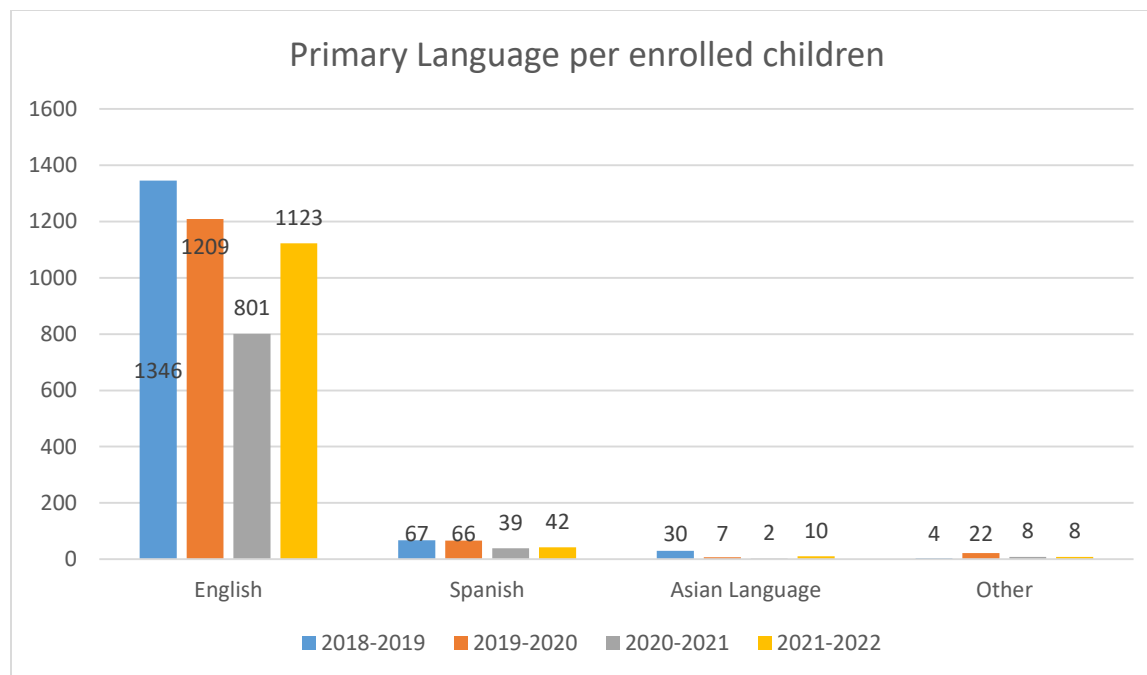


Peter Cottontail visited children at Okmulgee Head Start

Race/Ethnicity



Primary Language



School Readiness

Services to children with Disabilities

The federal mandate is to serve 10% of funded slots with children with disabilities. **110 children or 10.7% of funded slots** were of children who were enrolled and determined eligible and **received disability services**. **Well over the 10% mandate**.

Remote Engagement

Remote Engagement was created specifically in response to the pandemic. Remote Engagement is a program to connect with and engage parents as active participants in their children's learning. We will support this learning through educational, disability, family engagement, nutrition, and health services. Remote Engagement is not virtual instruction, yet a holistic approach to supporting and engaging children and families safely through time of center closures. When a center experienced a closure, whether pandemic, sickness, building issues or otherwise, families were provided materials in the form of Remote Engagement.



Perry Head Start Pre-K celebrating 100 days of school

Kindergarten preparation efforts

United sets school readiness goals which align with the Head Start Child Development and Early Learning Framework and represent the five essential domains of the inner wheel. United's school readiness goals align with the State of Oklahoma's 4-year-old pass skills and the Oklahoma Early Learning Guidelines for birth through five as well. Through discussion with local Elementary school administration and Early Childhood teachers we have determined that these goals align with the expectations of the schools the children will be attending.

The school readiness goals also correlate with the written curriculum we follow, HighScope Curriculum and the online assessment CORAdvantage we have used since 2018. The teachers utilize the web-based tool to enter observations, plan each child's individualized activities, and prepare lesson plans. There are also several tools that the teacher can use to help in the lesson planning process and make sure that they are capturing observations in the different dimensions.

To determine the baseline of children's individual needs; teachers use ASQ-3 developmental screening tool at the child's initial enrollment, typically at the beginning of the year. The teachers begin planning to provide activities that provide opportunities to observe all the children in the different domains utilizing CORAdvantage to help steer them in their planning process of determining each child's individual goals and to select appropriate activities for the classroom and those to send home in the school readiness packets each month based on the children's readiness to learn and interest. United CAP Head Start has a School Readiness Goal that 90% of our children will reach their expected age group learning targets for each domain.

The teachers input observations on individual children each day and must have observations for each child in each key indicator during each checkpoint. There are three checkpoints for Head Start; Fall, Winter and Spring and the Early Head Start has an additional summer checkpoint. The classroom, center and program aggregation is done periodically and at the checkpoints intervals. The parent receives their individual child's report during the Parent Teacher conferences.

4-year-old children's School Readiness achievement

Area of Development	Percentage of 4 year old children meeting or above the expected developmental level for Kindergarten entry				
	2018	2019	2020	2021	2022
Social-Emotional	84%	97.5%	80%	80%	80.3%
Physical Dev. & Health	92%	100%	76%	63%	59%
Language & Literacy	82%	88.7%	61%	59%	56%
Science & Technology	Cognitive 85%	94.2	80%	73%	70%
Approaches to Learning	80%	94.5%	80%	80%	69.2%
Mathematics	75%	84.7%	77%	62%	62%
Social Studies		95.2%	75%	75%	65%
Creative Arts					67.5%

The 2021-22 school year was filled with several challenges that made it difficult to have a consistent in-person approach. Covid closures coupled with attendance issues due to the illness, resulted in data collection not being as consistent as we would have liked. While our children experienced gains in our classrooms, the assessment cycles and the school readiness achievement data for 2022 does not reflect it as fully as previous years.

Kindergarten Transition

47.4% of our 4-year-old Head Start children enrolled at the end of the year were projected to be entering Kindergarten having accomplished all school readiness benchmarks. This is a decrease of 10.6% from last year.

Work Force



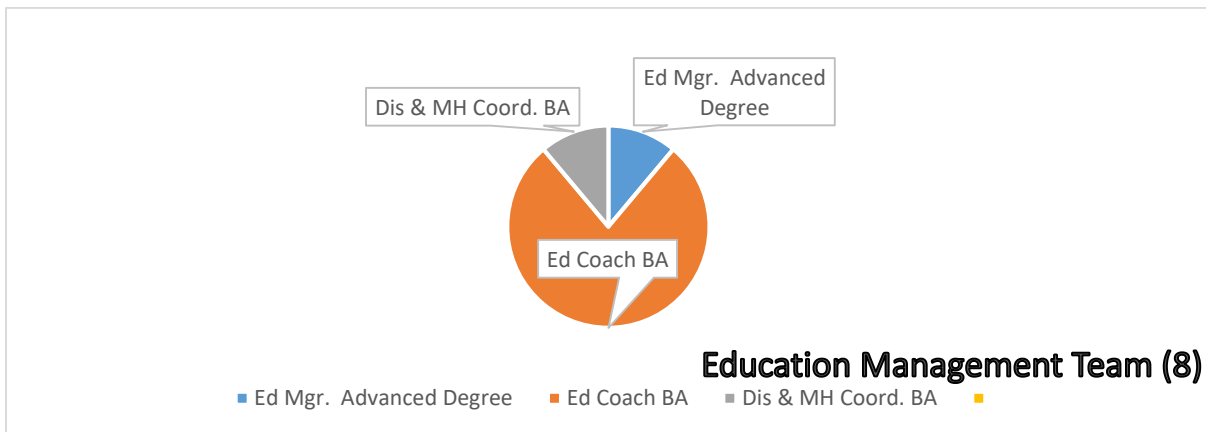
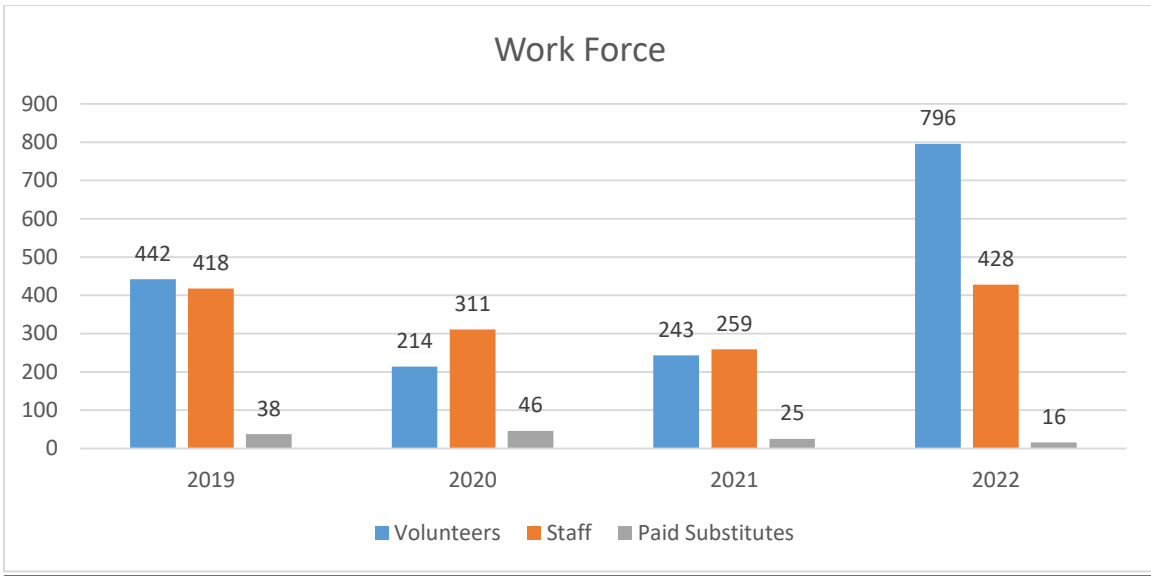
Blackwell's staff winners of In-service Squad day



Ponca City Staff giving back to the Community on Tend to you Day.

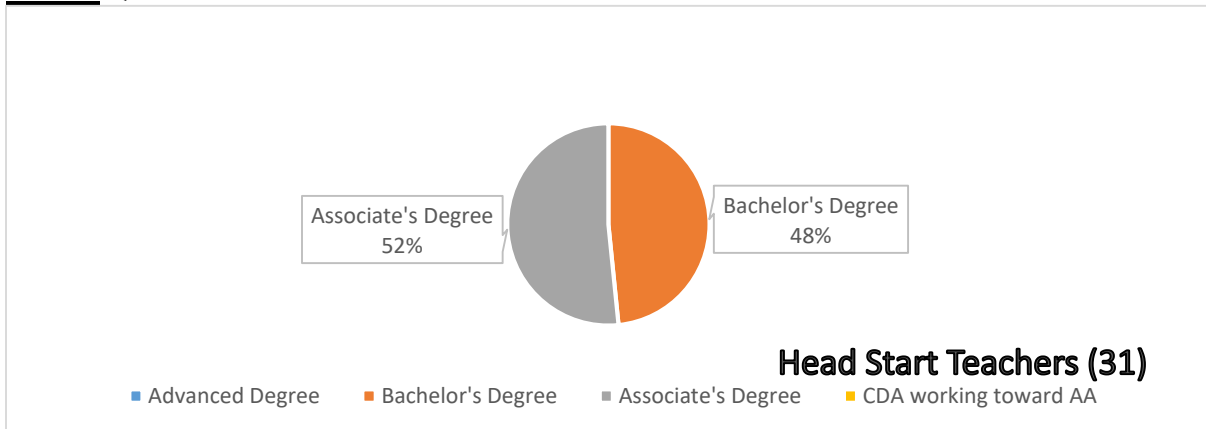


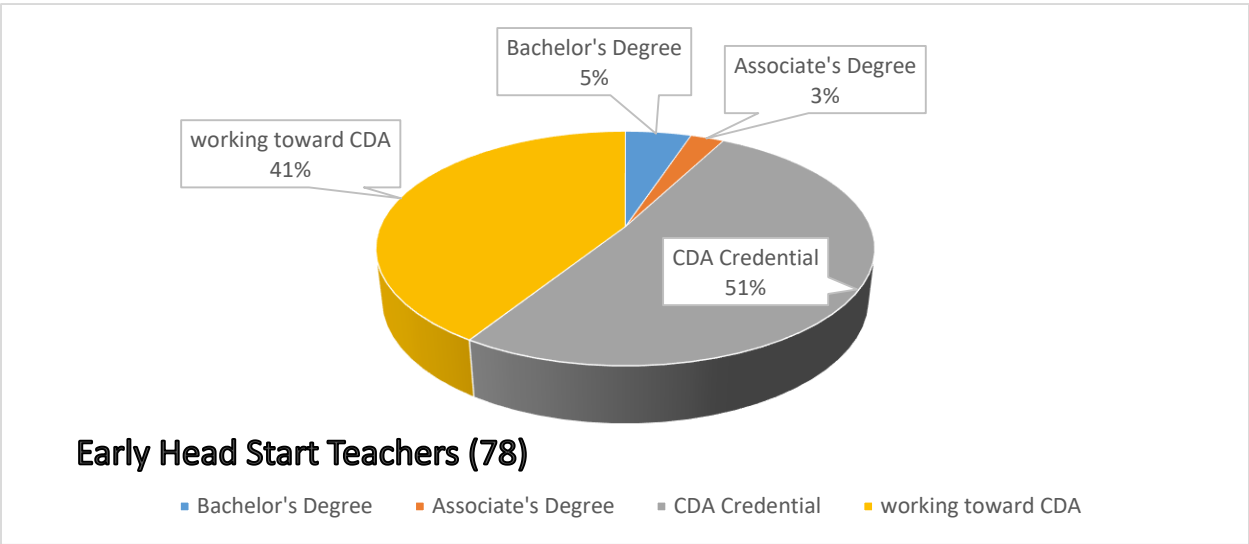
Staff at Okmulgee Head Start 0-5



44 Head Start Teaching staff received intensive coaching.

Staff Qualifications of our Teachers



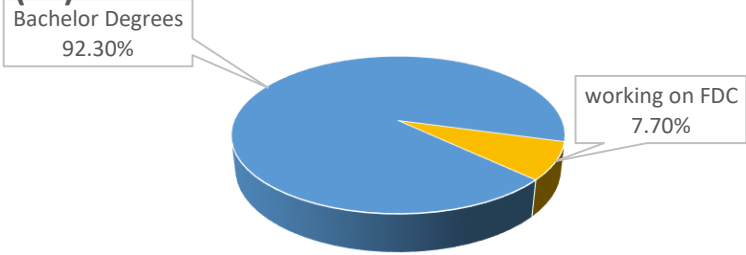


Qualifications of our Family Support Advocates

26 staff worked directly with families to help them meet their family's needs and achieve their goals.

Family Support Advocates (26)

- Bachelor Degrees
- Associate Degrees
- Family Development Credential
- working on FDC



Health Services

Children Served

1070 Children were served at least 45 days of the 2021-2022 program year.

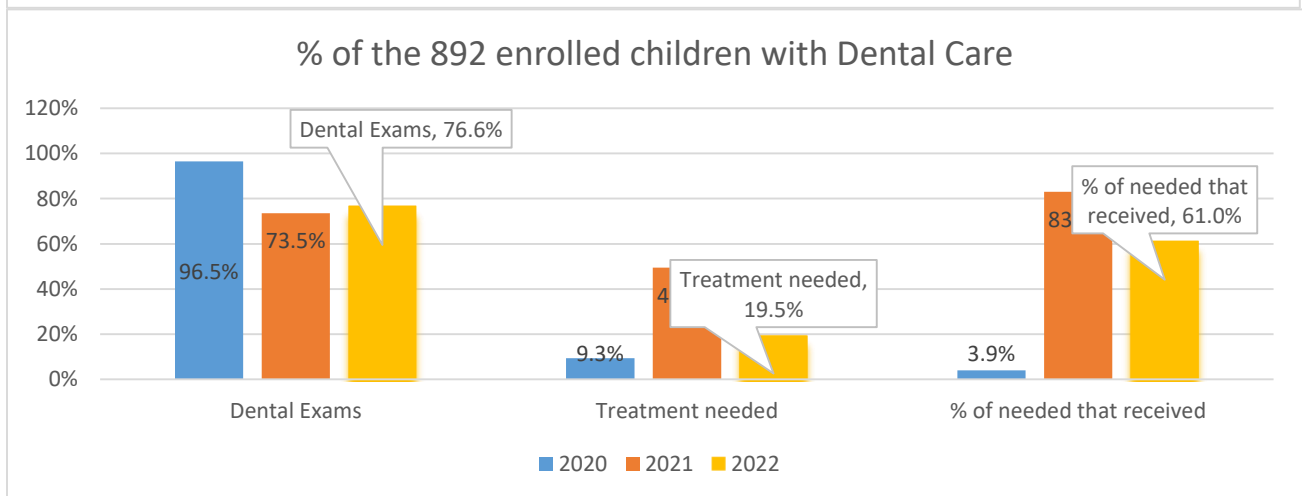
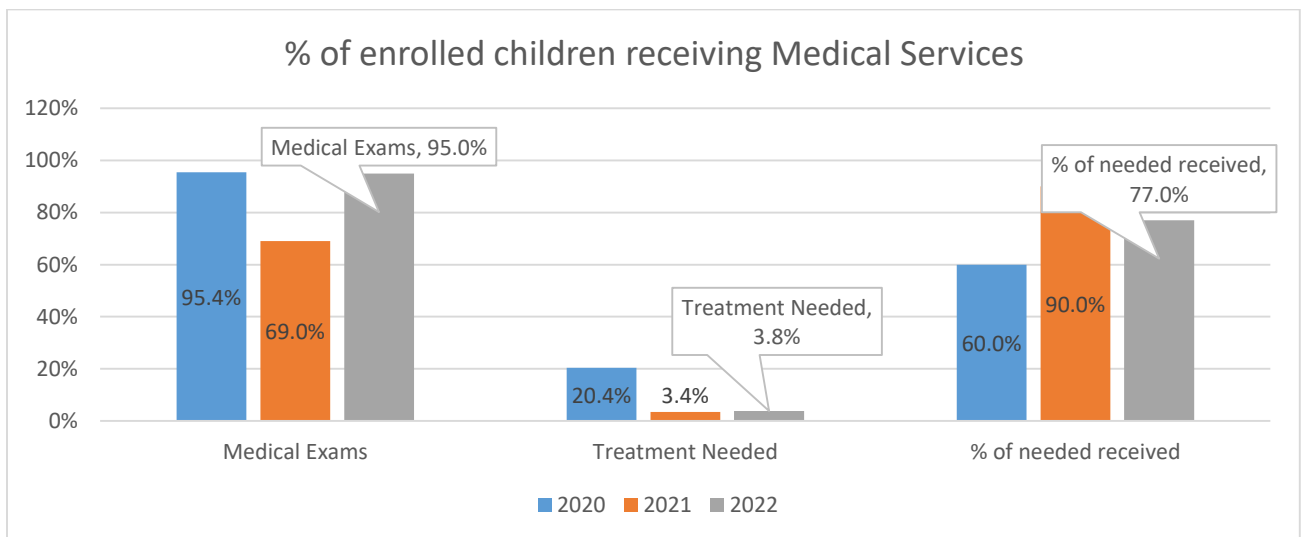
	Last year's comparison
100% have Health Insurance	3.2% increase
100% are up-to-date on Immunizations	19.6% increase



Captain Super Tooth visited Guthrie Head Start

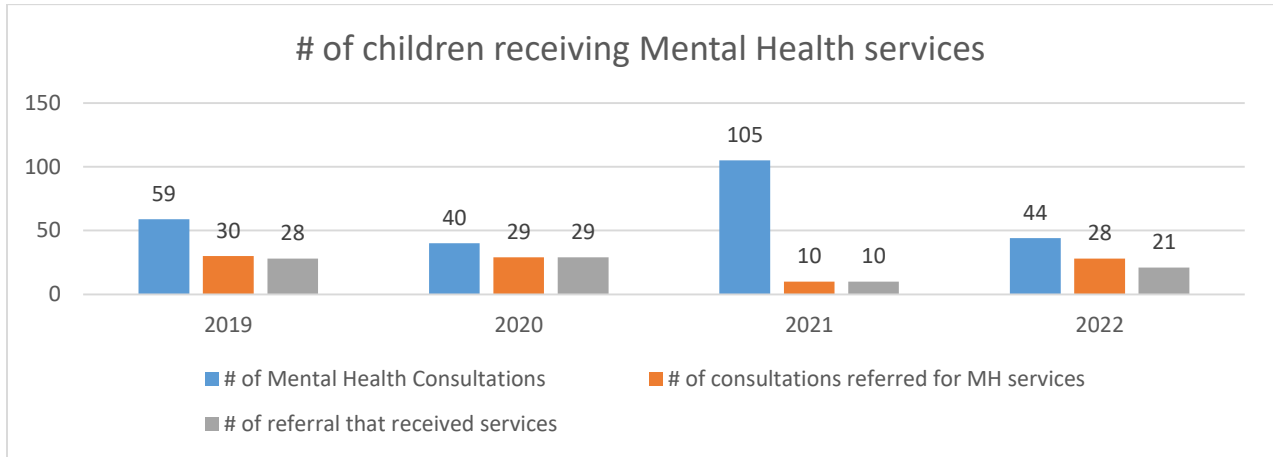


Teeth brushing practice at Stillwater Head Start



Of the 109 teaching staff, 95 or 87.2% received assistance from a Mental Health Professional consultation and/or observation.

Mental Health Services



Water Fun Day at Okmulgee Head Start

Pregnant Women Services

45 pregnant women serve

served one more was still above required enrollment

Last Year's comparison

40% of the women enrolled during 1st Trimester

increase

40% of the women enrolled during 2nd Trimester
20% of the women enrolled during 3rd Trimester

decrease
decrease

Of the pregnant women enrolled; those receiving curriculum service areas:

- Prenatal health care 38 or 84%
- Postpartum health care 34 or 76%
- Mental health interventions and follow up 31 or 69%
- Substance abuse prevention 19 or 42%
- Substance abuse treatment 00 or 0%
- Prenatal education on fetal development 30 or 67%
- Information on the benefits of breastfeeding 35 or 78%

(5) or 11% of the women were identified as medically high risk by a health care provider.

23 babies were born during the year.

23 postpartum visits completed with the moms after delivery.

Family and Community Engagement



Parent Curriculum training at Stillwater Head Start 0-5



Grandparents celebrated at Perry HS

Parent Engagement Activities

United CAP Head Start utilizes a family-centered program which means that we take the individual child and the group of children out of the spotlight and focus on the children within their families. The program includes the family as an integral, inseparable, part of the child's education and socialization. Families, along with their

children, *are* the program. Our relationship with families are respective of their culture and diverse backgrounds in which we honor.

Families are highly encouraged to be engaged in the program. These engaging opportunities enhance parent/child interactions to strengthen school readiness. Here are ways parents can be involved:

- Family Visits
- Parent/Teacher Conferences
- Parent Curriculum Workshops
- Home Visits
- Parent Committee Meetings
- Policy Council

We work with each family to assess their strengths and needs. Staff listen to parents as they determine what goals they want to pursue and develop a plan for achieving the goals. We continue to support them and provide resources as needed.

At least one male involvement activity/event will be organized within the school term. **Father Engagement** – There were 136 fathers or father figures participating in parent engagement experiences such as home visits, parent teacher conferences, etc.

Community partners have played an integral part in the program. We realize it takes a village and could not do it without our community support. At each location agreements have been established with the public schools, local medical clinics and social services agencies. Throughout the year, Head Start staff develop relationships with community agencies that benefit the families we serve.

Staff are making frequent contact with families by phone, email, or other types of messages to stay engaged and inquire about the wellbeing of the families.

Services for the Families

922 Total Families

(920) or 99.7% of the families received at least one of 17 program services to promote family outcomes we track during the program year.

(589) or 64% of the families have set goals for themselves and

(362) or 62% of the families who set goals have completed an established goal

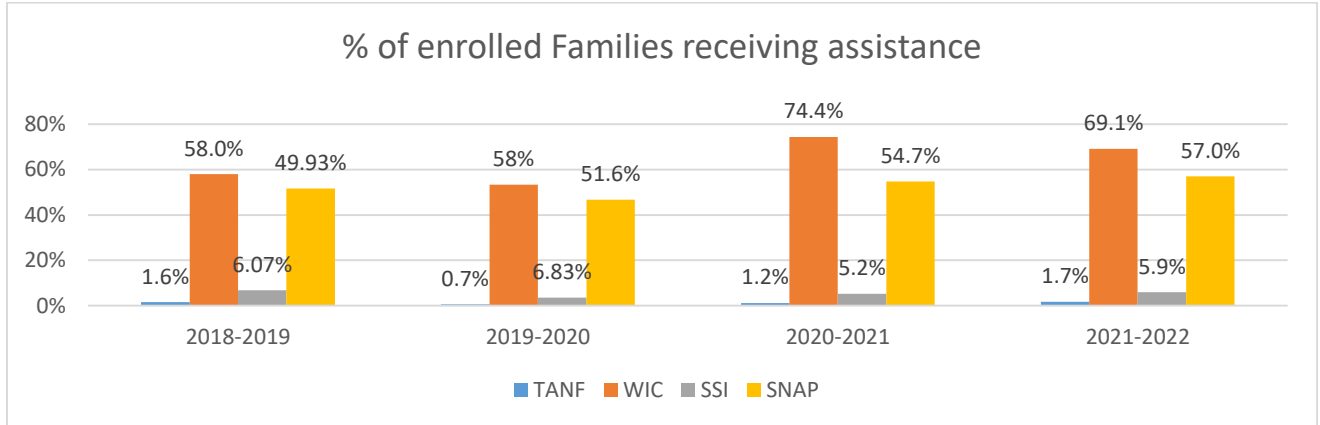
Families who experienced Homelessness

Last year's comparison

(73) or 8% of Families experienced Homelessness during the year increase

(23) or 31.5% of those acquired housing during the year increase

Federal or Other Assistance received by enrolled families



2022 In-Service activities Performances for the Decades 1960s to 2010







More from 2022 In-service pictures shared from Squad Day



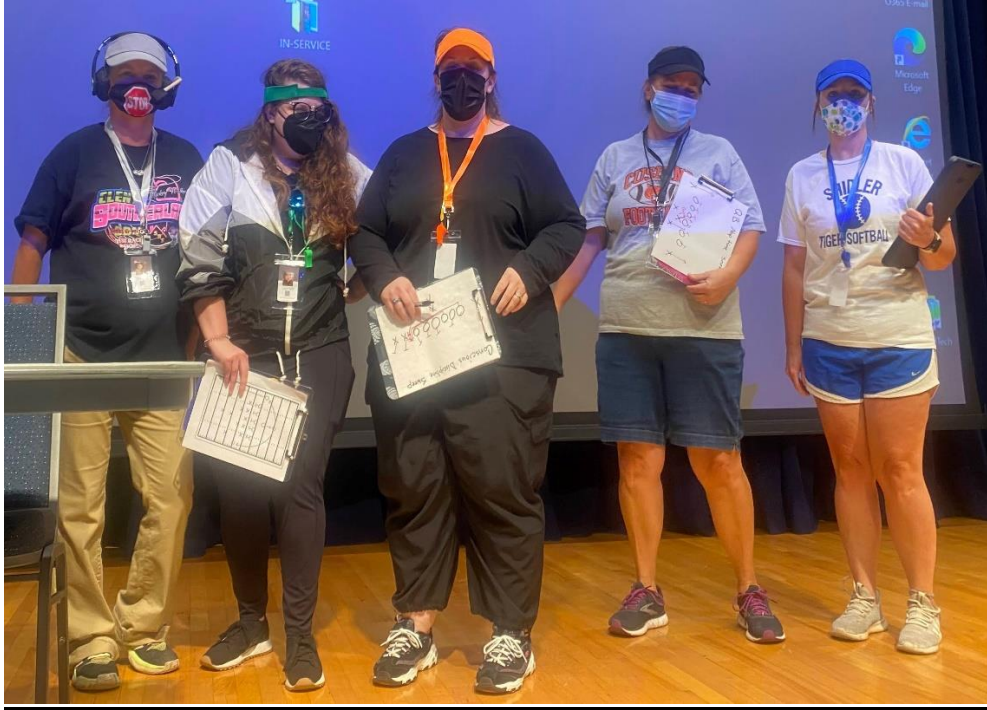
Beggs Squad



Cushing Squad



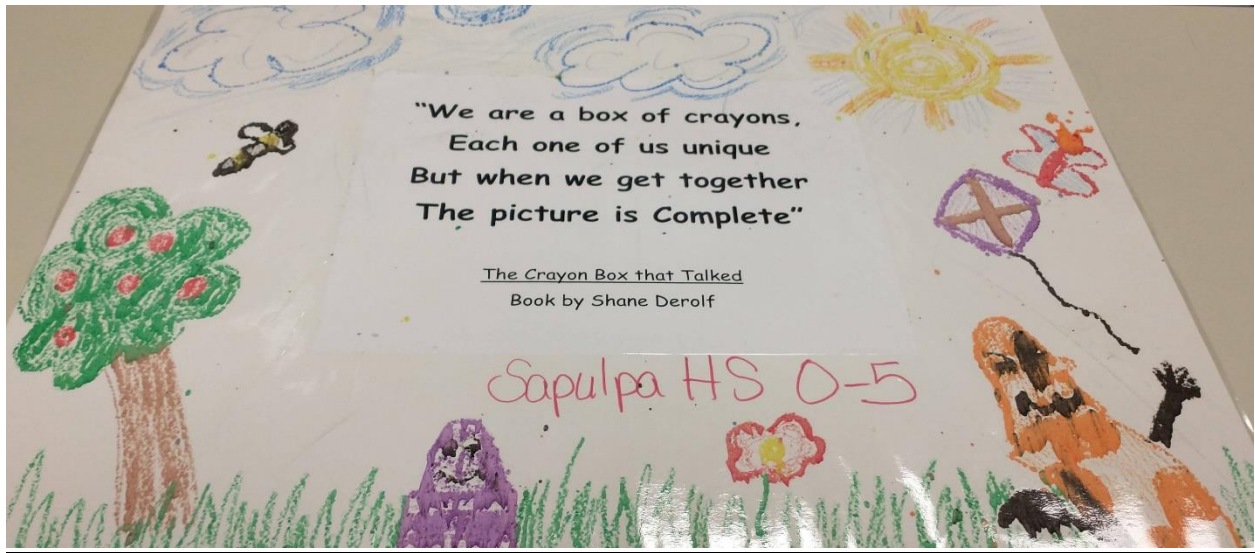
Drumright Squad



Education Coaches Squad



Pawhuska Squad



Sapulpa Head Start 0-5 Squad

Funding Sources

Total amount of public and private funds received and the amount from each source:

	2019-2020		2020-2021		2021-2022	
US Dept. of Health & Human Serv.	\$12,288,553		13,139,678		\$13,893,164	
US Dept. of HHS-T/TA	\$169,210	\$12,457,763	169,210	13,308,888	\$169,210	\$14,062,374
US Dept. of Ag - CACFP Funds -	\$405,985		491,623		\$1,034,717	
OK Dept. of Ed - PS Contracts -	\$141,000		101,805		\$132,300	
State Appropriated Funds	\$142,908		160,454		\$168,471	
In-kind Match	\$2,727,988		2,896,330		\$1,749,586	

Budgetary - Proposed budget:

Budget Category	2018-2019	2019-2020	2020-2021	2021-2022
Personnel	\$6,848,743	\$7,477,638	\$7,356,266	\$6,828,913
Fringe Benefits	\$1,833,294	\$1,981,591	\$1,971,644	\$1,808,905
Travel	\$68,802	\$50,862	\$35,390	\$73,690
Equipment	\$115,500	\$314,756	\$358,300	\$1,159,450
Supplies	\$521,604	\$781,199	\$640,373	\$929,779
Contractual	\$173,823	\$205,864	\$249,868	\$227,650
Other	\$1,593,616	\$1,645,853	\$2,697,047	\$3,033,987
Total	\$11,155,382	\$12,457,763	\$13,308,888	\$14,062,374

Budgetary - Expenditures:

Budget Category	2018-2019		2019-2020		2020-2021		2021-2022	
	Program Operation	Non-Federal Share	Program Operations	Non-Federal Share	Program Operations	Non-Federal Share	Program Operations	Non-Federal Share
Personnel	\$6,998,792	2,049,948	\$7,188,234	795,562	\$6,771,557	\$580,693	\$6,785,288	\$1,326,683
Fringe Benefits	\$1,546,462		\$1,485,369		1,498,200		\$1,358,158	
Travel	\$37,612	143,432	\$25,088	27,227	\$3,841	\$4,875	\$73,527	\$32,311
Equipment	\$54,903		\$54,903		\$158,300		\$390,829	
Supplies	\$478,596	62,120	\$690,283	25,195	\$552,537	\$48,311	\$957,531	\$82,809
Contractual	\$145,839	139,445	\$133,197	75,991	\$144,548	\$34,749	\$192,447	\$106,502
Construct.								
Other	\$2,055,969	444,049	\$2,113,145	101,609	\$2,606,897	174,539	\$2,987,890	\$201,281
Total	11,318,182	2,839,994	11,691,372	1,025,584	11,735,880	\$843,167	\$12,745,670	\$1,749,586

Regulatory

Audit

United is audited annually by an independent auditor to analyze the financial health of the agency. The last audit found no findings and no question costs.

If you would like to view our Annual Budget, Audit, or the results of our most recent Federal Review, they are all available at our Central Office at 501 6th Street in Pawnee, Oklahoma.

Results of the latest Head Start Federal Review

United CAP Head Start received a new grant award for November 1, 2020 thru October 31, 2025.

The last Federal Review was done the week of November 1-5 2021. This was a Focus Area One Monitoring Review. **United CAP Head Start had no non-compliances in any area and was found to have one area with two areas of concern.**

The summary report stated the grantee had two area of improvement because some Early Head Start teachers did not have a CDA, although they were under contract to complete and obtain a CDA within 9 months of their hire. Also, there was one Head Start teacher without an Associate's degree in child development, ECE or equivalent, although the teacher is attending college and under contract to complete the degree in the Fall of 2022.