

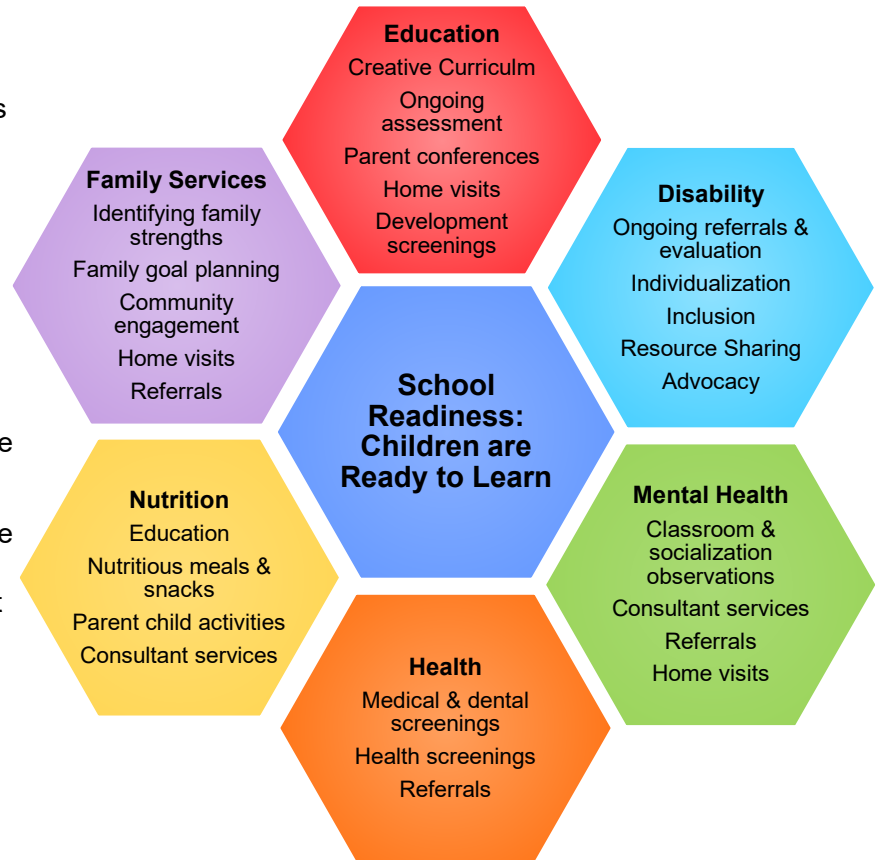


What is Head Start?

CAP Services' Head Start and Early Head Start are federal- and state-funded programs that promote school readiness and provide quality health, nutritional, social, and other services to enrolled children and families. These comprehensive programs involve the family and community in which they live in the total development of the child.

Income-eligible families with children ages zero-to-five, pregnant women, and families with children with documented disabilities are encouraged to apply anytime.

Head Start and Early Head Start services are provided in Portage, Waupaca, Waushara, and Marquette counties. Head Start is a part year program for children ages 3-5 years. Early Head Start is a full year program serving pregnant women and children ages 0-3.



Program Data

Ethnicity 21% Hispanic or Latino 79% Non-Hispanic or Non-Latino	291 Head Start enrollment slots 247 Center Based federal funded 44 Home Based federal funded	317 Head Start children served	97% Head Start average monthly enrollment
	Race 1% Black or African American 1% American Indian 4% Asian 8% Biracial/Multi-racial 7% Other/Unspecified 79% White	117 Early Head Start enrollment slots 80 Home Based federal funded 24 Center Based federal funded 13 Home Based state funded	179 Early Head Start children served

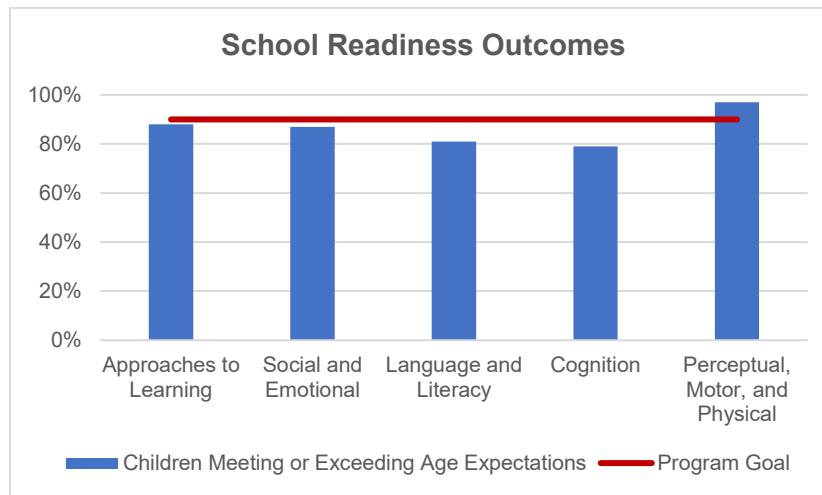
Enrollment Capacity by County						
County	# of income eligible HS children	# of enrollment spaces	% served	# of income eligible EHS children	# of enrollment spaces	% served
Marquette	48	17	35%	72	11	15%
Portage	139	118	85%	208	46	22%
Waupaca	143	109	76%	214	30	14%
Waushara	73	47	64%	110	30	27%

Education

CAP Services 2019-2020 school year began traditionally but ended rather unexpected. The country was hit with the COVID-19 virus and traditional methods of schooling were quickly adjusted to provide new virtual learning where parents implemented the majority activities in the home based on lesson plans sent from the child's teacher.

Using Teaching Strategies GOLD to assess meeting school readiness, three rating periods were completed. The final period completed in Spring 2020 was shortened due to COVID-19 and classroom teachers and home visitors were relying on parent observations as well as their previous observations to complete development assessments. Our school readiness goal was for 90% of children to meet or exceed expectations in the areas of Approaches to Learning, Social and Emotional, Language and Literacy, Cognition, and Perceptual, Motor, and Physical Development.

Children from birth to 36 months showed most growth in the Cognitive area of being able to remember and connect experiences



22% increase in 3 year olds abilities to use number concepts and operations from Fall to Spring

43% increase in 4 year olds rhyming and letter sound abilities from Fall to Spring

Summer School 2020

CAP Services operated a summer school program utilizing CARES Act funding. The half day program operated for four days a week from late June through July. Eleven classrooms provided services in the four county service area. Transportation was available at all locations. The classrooms focused on the garden study through the Teaching Strategies curriculum.

Summer School Snapshot

96 children enrolled

- 68 4 year olds
- 28 3 year olds
- 38 with IEPs
- 55 boys
- 41 girls
- 5 non-English speaking



"The children in summer school got a chance to participate more because of the small class size. Children that normally weren't as outgoing engaged more in the smaller setting."

Summer School Teacher

COVID-19 Pandemic A Whole New World!

Throughout the last few months of the 2019-2020 program year, the ECD program established a COVID-19 committee that either created new or updated policies on how to handle or adjust to the changes due to the COVID-19 pandemic. Content leads from every area were involved in the process at some point depending on their expertise. At the pandemic continued, plans were re-evaluated and adjusted as needed. The priority was to ensure that the staff, children and families were safe and precautions taken during this time. Materials were purchase and/or procedures enhanced in the areas of:

- Daily Health Screening
- New non-contact infrared thermometers
- Plexi glass stands
- Personal Protective Equipment
- Cleaning supplies and machines
- Response Plan to Confirmed Positive COVID-19 case
- Enhanced site and transportation safety practices
- Discontinuation of family style service of meals
- Delivery of education and family services virtually
- Virtual Board, Policy Council, and staff meetings

Nutrition

20 Kitchen reviews completed

- Compliant with food program guidelines
- Met food safety standards
- Implemented licensing regulations

Special Diets

- Updated Eating and Feeding Form verified
- 44 children with special diets
- 3 special diets were for religious reasons

2 Cooks' Conference Calls

- Menu cycles reviewed
- Adjusted to new food vendor
- Updated on new kitchen review form

Meals served

- 22,760 breakfasts
- 23,130 lunches
- 12,327 snacks

Health

CAP Services Early Childhood Development is committed to wellness and embraces a comprehensive vision of health related services for children, families, and staff. Through collaborative relations among families, staff and community health professionals, child health and development concerns are identified and followed up with as needed. The families and children are supported in getting connected to an ongoing source of continued care that meets the child's current health needs.



Medical Home

87% EHS children
90% HS children



Up-to-date Well Child Exams

47% EHS children
70% HS children



Dental Home

70% EHS children
84% HS children



Preventative Dental Exam

84% HS children

Services to Pregnant Women

13 women enrolled

11 delivered with no complications
2 dropped from program before delivery

No cases of Gestational Diabetes

No cases of Postpartum Complications

9 women are breastfeeding

"I love the knowledge and dedication of the teachers. I love that they treat the children as their own." - Parent

"They are always there for us, especially during COVID-19." - Parent

Disabilities

51 Head Start children received Special Education services at beginning of the year



73 Head Start children received Special Education services throughout the program year

20 Early Head Start children received Special Education services at beginning of the year



35 Early Head Start children received Special Education services throughout the program year

Head Start Individual Education Plans by type

- 2 Autism
- 28 Developmental delay
- 1 Health Impairment
- 1 Orthopedic Impairment
- 30 Speech and Language

“Head Start really gives the children the opportunity to learn and be school ready. I am super pleased with all the help they have given my children with special needs.”

Parent



Special Education Referrals



Mental Health

The Behavior Specialist observes the children and provides staff with strategies to promote social-emotional development and is available to meet individually with parents/guardians on an as needed basis. Due to COVID-19, spring observations were cancelled in three of the six centers.

47 children observed by Behavior Specialist Consultant

10 children received mental health referrals

3 children received mental health services

“I love the dedication, attention to detail and comprehensive concern for my child and our whole family by the Head Start staff. I feel supported and connected to the community through Head Start.”

Parent



Parent Engagement

Parents are their child's first and most influential teacher and our program integrates parent engagement strategies into all aspects of programming. In 2019-2020 parents were engaged in home visits, conferences, volunteering at centers, doing learning activities at home with their children and sharing leadership with their sites by attending parent committee meetings and Policy Council. Parent engagement activities became more virtual when COVID-19 precautions were implemented. Despite this year's challenges, the benefits of strong parent engagement can be seen in the overall program outcomes.



Community Partnerships

Creating partnerships within our service areas is a focus of Early Childhood Development staff. The program is committed to building community partnerships and collaborating with programs and agencies throughout the four county service area because we believe this is the most effective way to provide the highest level of services to children and families. Last year, 96 community partnership agreements were created.



Financials

Revenue 2020-2021	Amount	Percentage
Head Start Federal*	\$ 3,435,795	62%
Head Start State	\$ 149,562	3%
Early Childhood Services	\$ 274,499	5%
Early Head Start*	\$ 1,664,674	30%
Total:	\$ 5,524,530	100%

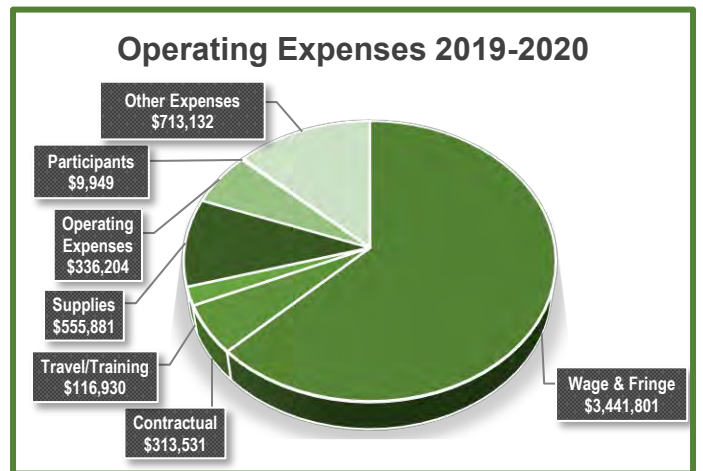
Inkind Match=\$795,172

Inkind Match=\$400,621

*COLA/Quality Improvement/CACFP revenues included

COVID-19 One-time: \$347,129

Training and Technical Assistance	
Head Start	\$35,206
Early Head Start	\$29,336





*Transforming People
and Communities*

Our mission is to transform people and communities to advance social and economic justice.



2019 Audit Results

CAP Services financial audit meets the GAAP and Uniform Guidance requirements of its federal grant sources, including Head Start. CAP Services is considered a low-risk auditee, and received an unmodified opinion on the consolidated financial statements of CAP Services, Inc and Subsidiaries for the year ended 12/31/2019. The auditors' associated report of compliance for the major federal and state awards also expressed an unmodified opinion. There were no audit findings relative to the major federal and state awards for CAP Services, Inc.

2019 Federal On-site Monitoring Outcome

The most recent federal monitoring assessment of the CAP Services Early Childhood Development program by the Administration for Children and Families established that the program passed the CLASS Review authorizing the grantee to receive a new non-competitive 5-year grant award.

CAP Services' Early Childhood Development Administrative Office

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capservices.org

CAP Services, Inc is an equal opportunity employer. Auxiliary aids and services are available upon request to employees as well as program participants with disabilities.