

# Head Start Narrative

Head Start is a federally funded program that can help build a foundation for young children's success. Head Start offers services to children with disabilities, infants and toddlers and preschoolers. It is designed to encourage the healthy development of young children from families with low incomes through its wide range of services. Head Start serves children age three to five. Services for pregnant women and their families are also provided through the Early Head Start program located in Clay County.

*Upper Des Moines Opportunity (UDMO) Head Start and Early Head Start programs served 499 children and their families during the 2008-2009 program year. Head Start is funded to serve 328 children and Early Head Start is funded for 96 children. Both programs maintained full enrollment throughout the program year. Priority is given to providing services for the neediest children. Of the 366 children served by Head Start, only 7% of the families had incomes over 130% of the federal poverty guidelines. All 120 children served by Early Head Start had family incomes under 130% of poverty. Head Start served 13.72% with disabilities. Early Head Start served 23.96% of children with disabilities.*

Head Start serves many more children in partnerships with school districts in its eight-county service area. UDMO's Head Start programs are available in Buena Vista, Clay, Dickinson, Emmet, O'Brien, Osceola, Palo Alto and Pocahontas Counties.

Head Start and Early Head Start have adopted these research-based curriculums: *Creative Curriculum*, *Second Step* and *Writing without Tears* (Head Start only). Teachers work cooperatively with parents to identify goals and to develop individual educational plans for all children. Head Start and Early Head Start have implemented *Positive Behavior Support* (PBS) which is focused on promoting the social and emotional development of children birth to age 5.

In addition to activities promoting educational, social and emotional development, children also benefit from access to dental, physical and mental health screenings and services. *Physical exams were provided to 366 of Head Start children and 120 of Early Head Start children during the program year. Dental exams were provided to 365 Head Start children and 36 Early Head Start children and six pregnant mothers during the program year.*

Head Start offers family support services and the chance for families to participate as full partners in the education of their children. *Families can take part in training classes and learn about health and nutrition, child development and the variety of resources in their community.*

UDMO Head Start and Early Head Start programs strive to provide the highest quality of comprehensive early childhood services for children birth to five. Head Start and Early Head Start classrooms were accredited by the National Association for the Education of Young Children (NAEYC) during the program year. *The triennial on-site monitoring review conducted by the Administration of Children and Families during the week of 12/7/08 resulted in one item of noncompliance in the reporting of fiscal information.*

*The annual independent fiscal audit conducted WIPFI on 9/30/08 received an unqualified opinion of no findings or questioned costs.*

Head Start Policy Council  
2008-2009 School Year

## Head Start Policy Council Members – 2008-2009 School Year

### **Buena Vista County**

#### *Storm Lake Delegates*

Valery DeLao  
Jon Ames  
Mirna Palomo  
Fabiola Ramos  
David Boom  
Maria Olivia

#### *Storm Lake Alternates*

Sandar Cubas  
Lourdes Coronel  
Melissa Keller  
Tera Reyes  
Pam O'Brien  
Stacy Jauregui

#### *Buena Vista Community Representative*

Jenny Ahlers

#### *Sioux Rapids Delegate*

#### *Sioux Rapids Alternate*

Londa Witte

### **Clay County**

#### *Clay Delegates*

LeeAnn Rosales  
Amber Vazquez  
Wendy Willard

#### *Clay Alternates*

Amber Hickman  
Misty Slawson  
Georganna Peterson

#### *Clay Community Representative*

Tim Kehoe

#### *Clay Early Head Start Delegates*

Cathy Wittrock  
Jim Wittrock  
Cole Hicks  
Greg Gilley  
Michelle Haroldson

#### *Clay Early Head Start Alternates*

Sarah Beaver  
Desarea Wheeler  
Neave Luna  
Crystal Long  
Luke Parsons

#### *Clay Early Head Start Community Rep.*

Tanya Trimble

### **Dickinson County**

#### *Milford Delegate*

Jennifer Kipfer

#### *Milford Alternate*

Devyn Klickman

#### *Dickinson Community Representative*

Lois Northey

#### *Spirit Lake Delegate*

Sarah Farrell

#### *Spirit Lake Alternate*

Lindsay Toms

### **Emmet County**

#### *Emmet Delegates*

Jennifer Yates  
Melissa Anderson

#### *Emmet Alternates*

Sarah Potter  
Megan Ehlert

#### *Emmet Community Representative*

Donna Day-Templin

### **O'Brien County**

#### *Hartley Delegate*

Ashley Beck

#### *Hartley Alternate*

#### *O'Brien Community Representatives*

Myron Holtrop  
Jenny Spencer

#### *Sheldon Delegate*

Ruthann Chapman

#### *Sheldon Alternate*

Rosa Feller

### **Osceola County**

#### *Osceola Delegate*

Deb Hout

#### *Osceola Alternate*

Heather Bryngelson

#### *Osceola Community Representative*

Linda Coleman

### **Palo Alto County**

#### *Palo Alto Delegate*

Jessica Hember

#### *Palo Alto Alternate*

Danielle Flannegan

#### *Palo Alto Community Representative*

Travis Hayenga

### **Pocahontas County**

#### *Pocahontas Delegate*

Jennifer Andreasen

#### *Pocahontas Alternate*

#### *Pocahontas Community Representative*

Shirley Stethem

Head Start Financials  
FY09 Year End (2/28/09)

## Head Start

(02/28/09)

Budget based on prior year school calendars

	<u>PA 22 Basic</u>	<u>PA 20 Training</u>	<u>Total</u>
Total Grant	\$2,136,768.00	\$32,385.00	\$2,169,153.00
Less: Expenses Through 2/28/09	<u>\$2,139,932.03</u>	<u>\$32,385.00</u>	<u>\$2,172,317.03</u>
Balance of Grant Funds	-\$3,164.03	\$0.00	-\$3,164.03

<b>Breakdown By Budget Categories:</b>				(over)/under Budget
	<u>Budget</u>	<u>Budget YTD 02/28/09</u>	<u>YTD Expenses 02/28/09</u>	<u>02/28/09</u>
Personnel	\$1,222,116.00	\$1,222,116.00	\$1,204,810.87	\$17,305.13
Fringe	\$323,861.00	\$323,861.00	\$337,014.92	(\$13,153.92)
Travel	\$13,054.00	\$13,054.00	\$15,851.80	(\$2,797.80)
Equipment	\$30,000.00	\$30,000.00	\$29,392.05	\$607.95
Supplies	\$106,555.00	\$106,555.00	\$173,979.23	(\$67,424.23)
Contractual	\$14,800.00	\$14,800.00	\$13,466.92	\$1,333.08
Other	\$206,900.00	\$206,900.00	\$146,493.05	\$60,406.95
Indirect	<u>\$246,867.00</u>	<u>\$246,867.00</u>	<u>\$249,572.69</u>	<u>(\$2,705.69)</u>
Sub Total	<u>\$2,164,153.00</u>	<u>\$2,164,153.00</u>	<u>\$2,170,581.53</u>	<u>(\$6,428.53)</u>
Teacher Degree	<u>\$5,000.00</u>	<u>\$5,000.00</u>	<u>\$1,735.50</u>	<u>\$3,264.50</u>
Total	<u><u>\$2,169,153.00</u></u>	<u><u>\$2,169,153.00</u></u>	<u><u>\$2,172,317.03</u></u>	<u><u>(\$3,164.03)</u></u>
			100.30%	-0.30%

<b>In Kind</b>		
Total In Kind Required @ 2/28/09		\$542,289.00
Amount of In Kind Recorded @ 02/28/09		<u>\$542,289.00</u> 100.0%
Additional In Kind Needed		\$0.00

<b>Administration</b>		
Total Administration expenses @ 02/28/09		\$310,610.44      11.4%
Total Head Start exp @ 02/28/09 (includes In Kind)		\$2,712,870.53

Early Head Start Financials  
FY09 Year End (2/28/09)

## Early Head Start

(02/28/2009)

Budget based on prior year school calendars

	<u>PA 25 Basic</u>	<u>PA 11 Training</u>	<u>Total</u>
Total Grant	\$805,110.00	\$20,031.00	\$825,141.00
Less: Expenses Through 02/28/09	<u>\$806,234.31</u>	<u>\$20,031.00</u>	<u>\$826,265.31</u>
Balance of Grant Funds	-\$1,124.31	\$0.00	-\$1,124.31

<b>Breakdown By Budget Categories:</b>				(over)/under
	<u>Budget</u>	<u>Budget YTD 02/28/09</u>	<u>YTD Expenses 02/28/09</u>	<u>Budget 02/28/09</u>
Personnel	\$509,429.00	\$509,429.00	\$489,280.99	\$20,148.01
Fringe	\$134,999.00	\$134,999.00	\$138,719.92	(\$3,720.93)
Travel	\$10,915.00	\$10,915.00	\$9,290.53	\$1,624.47
Equipment	\$0.00	\$0.00		\$0.00
Supplies	\$19,725.00	\$19,725.00	\$40,539.13	(\$20,814.13)
Contractual	\$2,700.00	\$2,700.00	\$1,528.95	\$1,171.05
Other	\$44,468.00	\$44,468.00	\$43,834.88	\$633.12
Indirect	<u>\$102,905.00</u>	<u>\$102,905.00</u>	<u>\$103,070.90</u>	<u>(\$165.90)</u>
Total	<u>\$825,141.00</u>	<u>\$825,141.00</u>	<u>\$826,265.30</u>	<u>(\$1,124.31)</u>
			100.14%	-0.14%

<b>In Kind</b>		
Total In Kind Required @ 2/28/09		\$206,286.00
Amount of In Kind Recorded @ 02/28/09		<u>\$206,286.00</u> 100.0%
Additional In Kind Needed		\$0.00

<b>Administration</b>		
Total Administration expenses @ 02/28/09		\$122,828.45      11.9%
Total EHS expenses @ 02/28/09 (includes In Kind)		\$1,032,551.30

# Head Start Budget 2009-2010

**Head Start  
2010 Budget**

	<u>PA 22 Basic</u>	<u>PA 20 Training</u>	<u>Total</u>
Total Grant	\$2,136,768.00	\$27,385.00	\$2,164,153.00
Less: Expenses	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Balance of Grant Funds	\$2,136,768.00	\$27,385.00	\$2,164,153.00

<b>Breakdown By Budget Categories:</b>		Budget YTD	YTD Expenses	(over)/under Budget
	<u>Budget</u>			
Personnel	\$1,213,802.00			\$0.00
Fringe	\$339,865.00			\$0.00
Travel	\$13,538.00			\$0.00
Equipment	\$22,000.00			\$0.00
Supplies	\$116,555.00			\$0.00
Contractual	\$14,500.00			\$0.00
Other	\$192,636.00			\$0.00
Indirect	<u>\$251,257.00</u>			<u>\$0.00</u>
Total	<u>\$2,164,153.00</u>	\$0.00	\$0.00	\$0.00
			0.00%	

<b>In Kind</b>	
Total In Kind Required @ 2/28/10	\$541,038.00
Amount of In Kind Recorded	0.0%
Additional In Kind Needed	\$541,038.00

<b>Administration</b>	
Total Administration expenses	
Total Head Start exp (includes In Kind)	\$0.00

# Early Head Start Budget 2009-2010

**Early Head Start  
2010 Budget**

	<b>PA 25 Basic</b>	<b>PA 11 Training</b>	<b>Total</b>
Total Grant	\$805,110.00	\$20,128.00	\$825,238.00
Less: Expenses	<u>-\$2,743.46</u>	<u>\$2,743.46</u>	<u>\$0.00</u>
Balance of Grant Funds	\$807,853.46	\$17,384.54	\$825,238.00

<b>Breakdown By Budget Categories:</b>			(over)/under Budget
	<u>Budget</u>	<u>Budget YTD</u>	<u>YTD Expenses</u>
Personnel	\$498,217.00		\$0.00
Fringe	\$139,501.00		\$0.00
Travel	\$12,090.00		\$0.00
Equipment	\$0.00		\$0.00
Supplies	\$22,000.00		\$0.00
Contractual	\$2,675.00		\$0.00
Other	\$47,624.00		\$0.00
Indirect	<u>\$103,131.00</u>		<u>\$0.00</u>
Total	<u>\$825,238.00</u>	\$0.00	\$0.00
			0.00%

<b>In Kind</b>	
Total In Kind Required @ 2/28/10	\$206,310.00
Amount of In Kind Recorded	0.0%
Additional In Kind Needed	\$206,310.00

<b>Administration</b>	
Total Administration expenses	
Total EHS expenses (includes In Kind)	\$0.00