

Community Action
Region VI
Head Start Program
2025 Annual Report



Locations of the HSP/EHS Centers:

Jamestown EHS	Jamestown Preschool	Valley City Head Start
1411 12th Ave NE	1201 6th Ave NE	230 Viking Drive
Jamestown, ND	Jamestown, ND	Valley City, ND

You can find this report @ www.cap6.com



Introduction

We share paper copies of our Annual Report with the Policy Council, CAP Board, Staff, Community Partners, and direct the public to our website, www.cap6.com. This report provides an overview of the 2024-2025 Head Start program year. Our Head Start Preschool (79 children) and Early Head Start (24 children) serve 103 children ages birth to five years and pregnant women from eligible families.

Our program belief is ‘the parent is the primary teacher of the child.’ We work with parents to help them set and meet goals related to their own education and financial self sufficiency. We also provide parents with resources that assist them in completing their most important job, that of raising a healthy child who is “ready to learn” when they enter kindergarten.

- Center based Community Action Head Start offers services that prepare our children for school.
- Early Head Start program also serves expectant mothers and provides them with education and resources to prepare for the birth of their infant

Head Start Preschool and Early Head Start programs are more important now than ever...

Children need a strong foundation in order to be successful in elementary school. Our efforts are definitely contributing to better family outcomes and school readiness.

Overview: The 2024–2025 program year began on August 1, 2024. In July 2023, Community Action Region VI was notified that it had been placed on a Full Enrollment Plan due to ongoing under-enrollment during the 2022–2023 program year. The Full Enrollment Plan requires programs to closely monitor enrollment and maintain full capacity. As part of this plan, Community Action Region VI was required to develop a detailed strategy to fill all funded slots and keep enrollment at full capacity.

Based on Early Head Start enrollment levels reported in September 2024 and Head Start Preschool enrollment levels reported in January 2025, Community Action Region VI was enrolling at least 97 percent of its funded enrollment in each program. This met the criteria for successfully reducing under-enrollment over the required 12-month period.

Community Action Region VI Head Start must continue to maintain at least 97 percent enrollment for six consecutive months. Failure to do so could result in the program being designated as chronically under-enrolled and may lead to a reduction in the base grant. Head Start continues to work diligently to meet and maintain this requirement.

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Annual Report

The Head Start Act (section 644(a)(2)) requires each agency to make available to the public at least once in each fiscal year a report that contains eight elements. They are:

1. The total amount of public and private funds received and the amount from each source.
2. An explanation of budgetary expenditures and proposed budget for the fiscal year.
3. 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.
4. The results of the most recent review by the Policy Council Secretary and the financial audit.
5. The percentage of enrolled children that received medical and dental exams.
6. Information about parent involvement activities.
7. The agency's efforts to prepare children for kindergarten.
8. Any other information required by the Policy Council Secretary.



Demographics

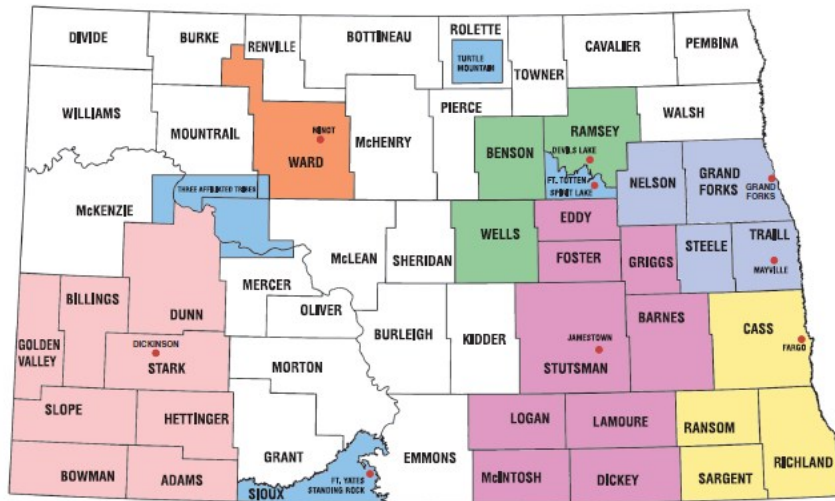
Community Action Region VI Head Start serves Region VI which is made up of nine counties located in south central North Dakota.

The nine counties served are: Barnes, Dickey, Eddy, Foster, Griggs, LaMoure, Stutsman, McIntosh and Dickey.

Community Action Region VI Administrative office location: Jamestown

Total Population: 53,524 people (Census Bureau 2024)

Geographic Land Area covered: 9,935 square miles



“Providing Resources to Enhance the Lives of Families and their Children”

Average Monthly Enrollment/Attendance

Attendance 2024—2025	EHS Jamestown Center	EHS Valley City Center	Preschool Jamestown Center	Preschool Valley City Center
	August	84%	80%	86%
September	85%	80%	86%	86%
October	84%	80%	85%	86%
November	81%	84%	88%	90%
December	77%	84%	88%	87%
January	79%	81%	83%	82%
February	85%	75%	76%	74%
March	88%	85%	86%	83%
April	88%	85%	86%	86%
May	85%	73%	89%	90%
June	86%	82%		
July	86%	86%		
Program Term Average per Center	84%	80%	86%	86%

Average Monthly Enrollment

Average Monthly Enrollment is based on 'Funded Enrollment'. Head Start Preschool funded enrollment is 79 (45 in Jamestown and 34 in Valley City). Early Head Start funded enrollment is 24 (16 in Jamestown and 8 in Valley City)

If attendance falls below 85% , the Site Supervisors are required to report as to why attendance fell below 85% reasons include Sickness, Family issues or out of town

Financial Audit

Financial Audit

An audit was conducted by Brady Martz and Associates, P.C.

Financial statements audited were for the year which ended
December 31, 2024

It was a clean audit.



Financial Highlights—Revenue

Where does the money come from?

For grand period 2/01/24– 1/31/25

Federal Head Start Funding\$1,522,040.00
Federal Head Start T/TA (Training and Technical Assistance) Funding
\$21,295.00

Total Head Start Funding\$1,543,341.00

Federal Early Head Start Funding..... \$695,730.00

Federal Early Head Start T/TA Funding \$11,116.00

Total Early Head Start Funding.....\$706,846.00

Total Federal Funding.....\$2,250,187.00

Non-federal Grant Match:

Non-federal Head Start Preschool in-kind Match Required \$385,836.00

Non-federal Early Head In-kind Match Required.... \$176,712.00

Total non-federal In-kind Match Required\$562,548.00

Non-federal In-kind Match Generated\$606,847.00

Parents provide non-federal match by partnering with the program to improve their child’s school readiness skills as well as serve on the program’s advisory committees.

Partnerships with community agencies provide health, education, social services, housing and financial resources for families to assist them in reaching their goals of self-sufficiency and ensuring their children begin kindergarten healthy, well cared for and “ready to learn.”

Other Funds Supporting Head Start Programs:

USDA/CACFP Revenue for Head Start \$74,185.00

USDA/CACFP Revenue for Early Head Start \$41,494.00

Financial Highlights—Expenditures

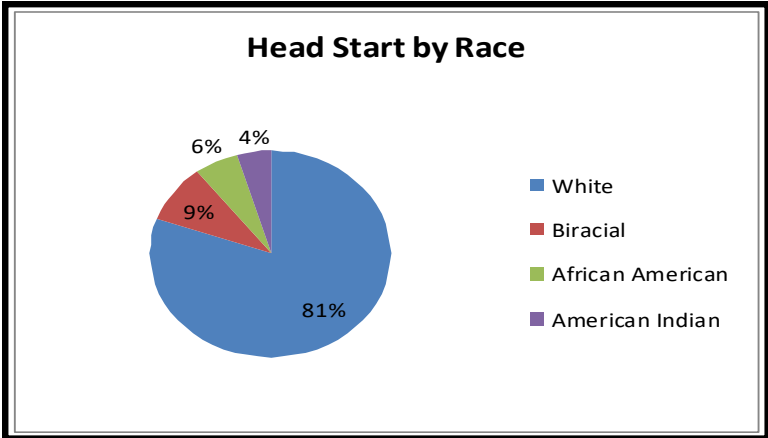
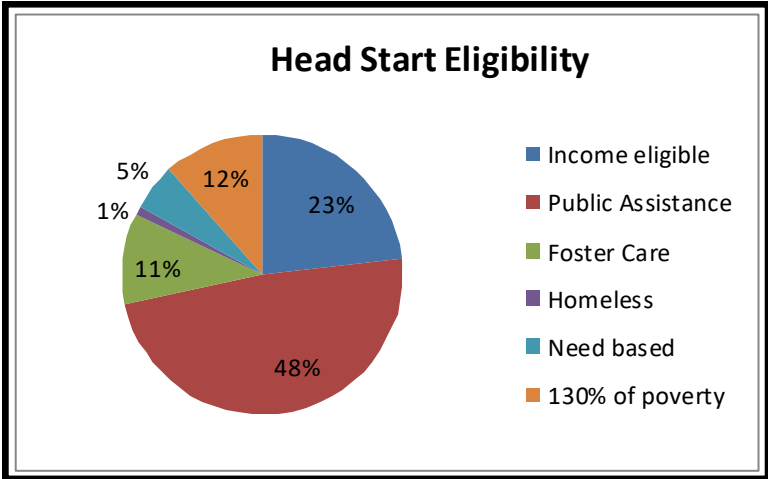
Where does the money go?

Head Start Preschool and Early Head Start Expenditures 2/1/2024 to 1/31/2025

Budget Categories	Head Start Preschool Actual Expenditures	Head Start Preschool Proposed Budget	Early Head Start Actual Expenditures	Early Head Start Proposed Budget
Personnel	878,061.29	923,601.67	376,718.09	403,221.41
Fringe Benefits	368,109.34	446,032.78	196,630.49	194,339.01
Contractual	16,863.60	16,500	8,613.36	6,000
Travel	27,651.00	11,500	9,574.33	5,000
Space	76,921.40	50,541.00	55,316.94	54,5100
Supplies	59,245.22	52,000	21,939.38	18,059.00
Equipment	5,274.50	0	3,175.00	0
Other	111,214.65	43,165.55	34,878.41	25,716.58
Total Expenses	1,543,341.00	1543,341	706,846.00	706,846.00
In-kind	432,038.29	385,836.50	174,808.77	176,711.50
Training and Technical	24,301.35	21,295.00	11,816.14	11,166.00

Statement of Revenue and Expenses 1/31/2025 HS and EHS Final Report

Enrollment



Enrollment	Head Start	Early Head Start	Total
Funded Enrollment	79	24	103
Cumulative Enrollment	86	37	123
Families Served	84	34	118

2024—2025 PIR—A1, A12, A13, A25, C23-24, C34

Enrollment

Enrollment by age of children (age on July 31, *not date of enrollment*) for Program year 2024-2025

	EHS	HSP	Total
Under 1 year	7	0	7
1 year old	16	0	16
2 years old	11	5	16
3 years old	0	42	42
4 years old	0	39	39
Prenatal moms	3	0	3
Totals:	37	86	123

2024–2025 PIR A10



The Head Start Pledge

I believe every child can succeed;

I believe my work in Head Start helps children and families succeed;

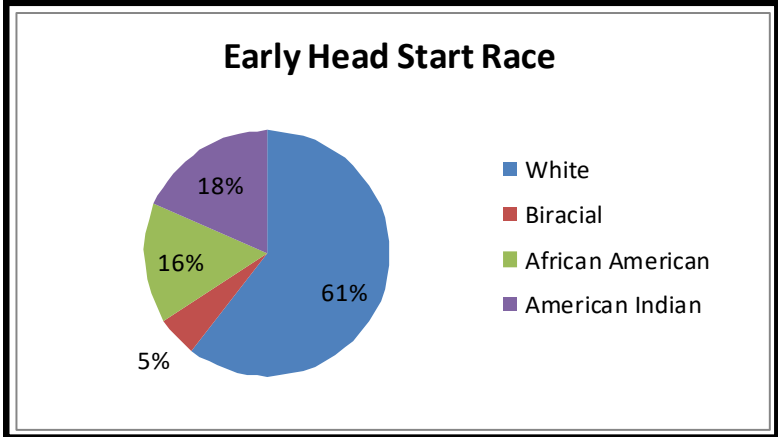
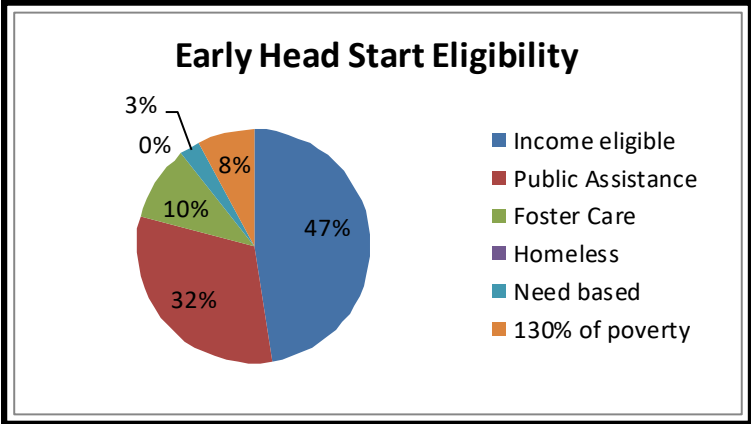
I believe every vulnerable child should be served by Head Start.

I pledge to work together with the families I serve, my community partners, and my colleagues;

I pledge to work together to ensure this nation honors its commitment to vulnerable children;

I pledge to be part of the untiring voice that will not be quiet until every vulnerable child is served by Head Start.

Enrollment



Preschool children with disabilities made up 17% of the Head Start enrollment (14/86) and 59% of the Early Head Start enrollment (20/34)

Single Parent Families

Head Start	56/84	67%
Early Head Start	18/34	53%

Two Parent Families

Head Start	28/84	33%
Early Head Start	16/34	47%

2024—2025 PIR

Children's Health and Wellness

Community Action Head Start Preschool

- 93% of the Head Start children entered the program with Medicaid or private health insurance (80/86)
- 98% of the Head Start children had Medicaid or private health insurance at the end of the year (84/86)
- 91% of the Head Start children were up to date with medical exams by the end of the year (78/86)
- 92% of the Head Start children had continuous, accessible dental care provided by a dentist by the end of the year (79/86)



Community Action Early Head Start

- 92% of the Early Head Start children entered the program with Medicaid or private health insurance (34/37)
- 84% of the Early Head Start children had Medicaid or private health insurance at the end of the year (31/37)
- 73% of the Early Head Start children were up to date with medical exams by the end of the year (27/37)
- 76% of the Early Head Start children had continuous, accessible dental care provided by a dentist by the end of the year (28/37)

2024—2025 PIR—C1, C7, C 18

Federal Monitor

Office of Head Start on Site Monitor Review

From 3/20/2023 to 3/24/2023 the Administration for Children and Families conducted a Focus Area 2 monitoring review of the Community Action Region VI Head Start and Early Head Start program.

The information that was gathered during the review, it was determined that the program meets the requirements of all applicable HSPPS, laws, regulations, and policy requirement

The Office of Head Start conducted a Video Pilot review: CLASS (Classroom Assessment Scoring System) of the Head Start classrooms 11/16/2022 to 1/14/2023.

DOMAIN	Score	DOMAIN	Score	DOMAIN	Score
Emotional Support	6.6000	Classroom Organization	6.3667	Instructional Support	4.1333

DIMENSIONS					
Positive Climate	6.40	Behavior Management	6.40	Concept Development	3.50
Negative Climate	1.10	Productivity	6.70	Quality of Feedback	3.80
Teacher Sensitivity	6.70	Instructional Learning Formats	6.00	Language Modeling	5.10
Regard for Student Perspectives	6.40				

Community Action Region VI scores were above the national average in all areas.



Family Engagement and Parent Involvement

Head Start and Early Head Start

Parents as Leaders: Parent Involvement



Community Action Region VI Head Start partners with families to provide support through parent trainings, home visits, referrals and resources to help meet their needs. As part of this ongoing partnership, parents are offered the opportunity to develop and implement individualized family goals. Written goals outline family and staff responsibilities, strategies, and progress in achieving these goals.

Parent representatives also serve on the Policy Council for the program year.

Parent interests are assessed at the start of each program year and this information is utilized to create opportunities for events and parent Involvement activities throughout the year. Parent input is gathered at the conclusion of events for improvements to future events. Some of the events that parents have the opportunity to participate in each year include site specific friendship dance, the Choosy Challenge focusing on increasing the family's nutrition and physical activity, Reading Challenge encouraging families to increase reading and literacy activities at home – ending in a family focused celebration at the centers for reaching the reading goals. Other site specific events may include: an annual car seat check, classroom activities, family cooking classes, family fun nights, EHS discovery groups and family breakfast.

Head Start School Readiness

Our preschool teachers and infant/toddler caregivers assess the children's development throughout the year using DRDP (Desired Results Developmental Profile) 2015. The program allows us to track how individual children, classrooms and the entire program are progressing toward kindergarten readiness skills. We look at children's development in 7 areas:

History—Social Science: Sense of time, sense of place, ecology, conflict negotiation and responsible conduct.

Physical Development—Health: Perception – use of senses to gather and understand information/bodies in space. Gross Motor – whole body large muscle movements. Fine Motor – small muscles: fingers & hands, eye-hand coordination. Includes nutrition, safety, and personal care routines.

Cognition, including Math & Science: Reasoning, memory, problem solving, & thinking skills that help children understand and organize their world. Math skills include rote counting, counting objects, recognizing numbers, understanding shapes and patterns, and using measurement and comparisons.

Language & Literacy Development: Language includes listening and understanding what is said to them, responding appropriately to questions, and using understandable language and vocabulary. Literacy includes learning letters and sounds, rhyming, showing interest in books and how print works.

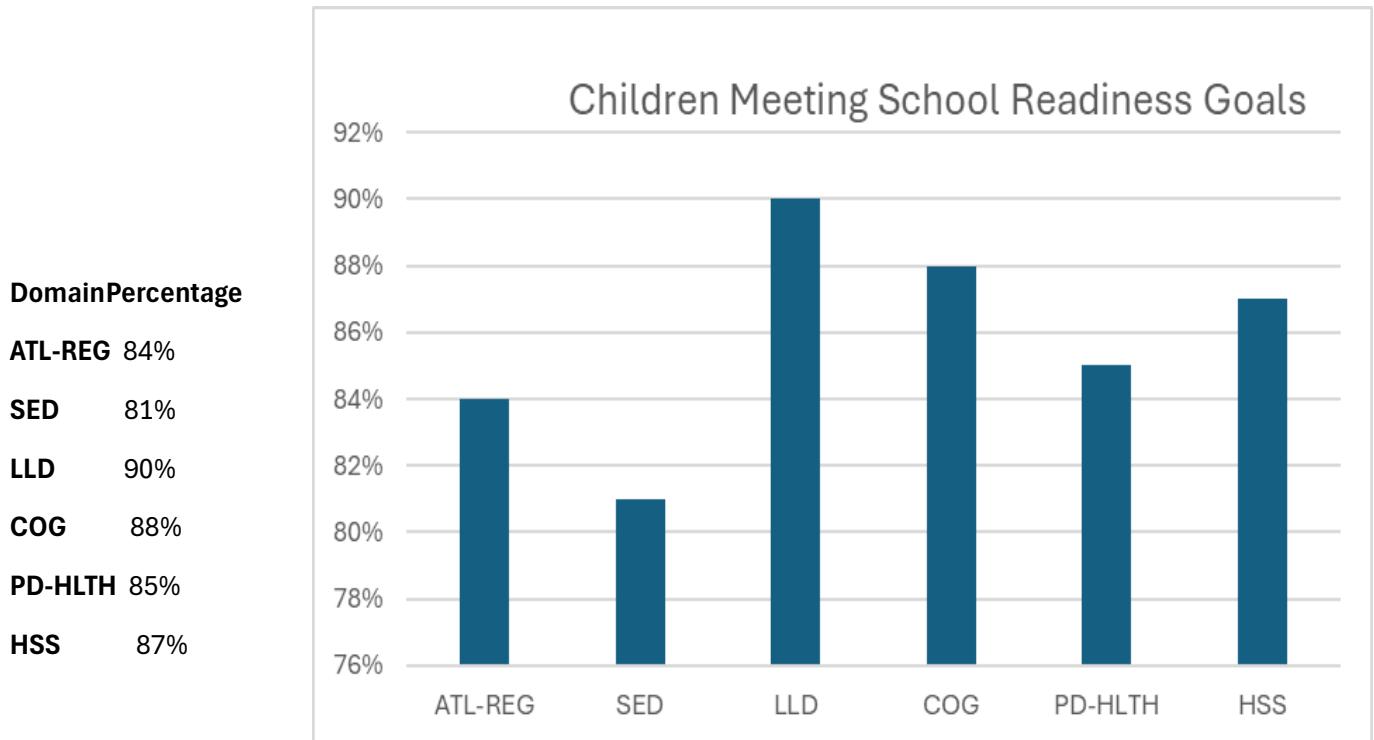
Social & Emotional Development: How children get along with each other and adults and handle their feelings and emotions. It also includes sense of identity and belonging.

Approaches to Learning—Self Regulation: Focuses on how children learn. Includes emotional, behavioral and cognitive self-regulation skills. These skills include executive function skills of sustained attention, impulse control, flexibility in thinking, working memory. Initiative, curiosity, and creativity also fall in this area.

Visual and Performing Arts: Visual art, music, drama and dance.

Head Start School Readiness

School Readiness Goals Outcomes Summary 2024-2025



Overall, 81-90 % our preschool children met our school readiness goals. 90% met our goal for Language and Literacy. Social Emotional Development had our lowest percentage meeting the goal with 81%. Social Emotional Development (includes self-comforting for EHS) – we will continue to implement the Pyramid Model in our program next fall, including training for Education Coordinator & Site Supervisor on the TPOT & TIPITOS classroom observation scales to measure implementation.

Head Start School Readiness

2024-2025 Child Development Summary Ages 0-5

vertical lines indicate median score for the group

Approaches to Learning–Self-Regulation (ATL-REG)

	RE	RL	EE	EL	BE	BM	BL	IE
Spring 2025			6% 5	12% 10	9% 8	22% 19	37% 32	14% 12
Fall 2024		3% 3	13% 11	17% 15	23% 20	36% 31	6% 5	1% 1

Social and Emotional Development (SED)

	RE	RL	EE	EL	BE	BM	BL	IE
Spring 2025		1% 1	6% 5	10% 9	14% 12	27% 23	30% 26	12% 10
Fall 2024		5% 4	9% 8	14% 12	31% 27	35% 30	3% 3	2% 2

Language and Literacy Development (LLD)

	RE	RL	EE	EM	EL	BE	BM	BL	IE
Spring 2025			6% 5	6% 5	3% 3	16% 14	28% 24	33% 28	8% 7
Fall 2024	1% 1	2% 2	8% 7	5% 4	12% 10	27% 23	36% 31	8% 7	1% 1

Cognition, Including Math and Science (COG)

	RE	RL	EE	EL	BE	BM	BL	IE
Spring 2025			6% 5	15% 13	9% 8	28% 24	29% 25	13% 11
Fall 2024		3% 3	13% 11	15% 13	26% 22	38% 33	3% 3	1% 1

Physical Development–Health (PD-HLTH)

	RE	RL	EE	EM	EL	BE	BM	BL	IE
Spring 2025				1% 1	12% 10	10% 9	24% 21	24% 21	28% 24
Fall 2024			1% 1	7% 6	13% 11	28% 24	33% 28	17% 15	1% 1

History–Social Science (HSS)

	No earlier levels	EL	BE	BM	BL	IE
Spring 2025	No earlier levels	3% 2		10% 7	61% 43	27% 19
Fall 2024	No earlier levels		3% 2	44% 27	50% 31	3% 2

RE=Responding Earlier, RL=Responding Later, EE=Exploring Earlier, EL=Exploring Later, BE=Building Earlier, BM=Building Middle, BL=Building Later, IE=Integrating Earlier (Kindergarten skills).



Community Action Region VI
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Phone: 252-1821
Website: www.cap6.com
Facebook: Community Action Region VI

Providing services to low income, disabled and elderly households in Barnes, Dickey, Foster, Griggs, LaMoure, Logan, McIntosh, Stutsman and Wells counties.

Vision and Mission Statement

Community Action Region VI offers a range of services and activities designed to provide people the opportunity to improve their quality of life. Comprehensive programs and services are available to meet the needs of the communities it assists. We will advocate for people in need and provide opportunities to improve their quality of life. Programs and services will be expanded as indicated by community needs. High quality programs remain a priority. The agency will be recognized as a valuable resource to communities.

In addition to the **Zero to Five Head Start Program**, Community Action programs include, but are not limited to the following.

Weatherization: This program helps income eligible people make their homes energy efficient.

Food Pantry: This is available to anyone in need of assistance. Referrals will be taken from any agency, organization or individual who has knowledge of people in need.

Financial Counseling: Free financial counseling services to help clients develop money management techniques and assists them in working with their creditors.

Energy Share: This is available to help with emergency home energy needs as a “last resort” fund to help those with their household energy bill obligation not covered by other assistance programs.

Case Management: Individual work with adults, adolescents, youth, couples, and families.

All the things that enhance your life are good for your child!