



City of Lakewood

Head Start

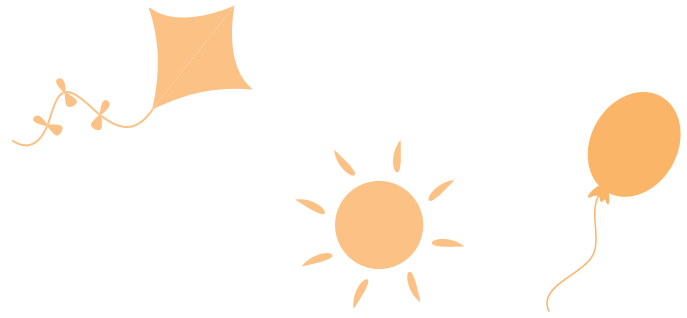
2019-2020 ANNUAL REPORT



Lakewood
Full of Possibilities.

City of Lakewood
Department of Community Resources
Head Start Program

12100 W. Alameda Parkway
Lakewood, CO 80228-2803
Phone: 303.987.2490



Dear Community Stakeholder:

The City of Lakewood Head Start Advisory Committee, Policy Council and program staff members are proud to present you with this copy of the Head Start Annual Report for 2019-2020. This report highlights some of the program accomplishments, provides information about the operating budget and expenditures and includes some of the significant statistical data for the program.

The Head Start (HS) program is primarily funded through the federal grant and provided services to 90 children ages 3 to 5 years old in our community this year. The Early Head Start (EHS) program is funded through the federal grant to provide services for for 19 infants or toddlers and one prenatal mother. The focus of HS and EHS is to prepare children and their families for future school success. The vast majority of the children in HS and EHS are experiencing school readiness for the first time and come from families with extremely low incomes. The program is comprehensive in nature and works with the whole family to accomplish the goal of preparing each child for future school experiences while engaging the family in goal development.

In addition to the federal funds, each program is required to match the federal funds with 20% of local funds. The City of Lakewood has chosen to embrace the program and provide in-kind and administrative support because of the immense value it brings to our community.

If you have any questions about the HS or EHS program or would like to refer a child or family to the program, please contact the Wilbur Rogers Center staff at 303-987-2490 to reach a member of our team who will be happy to assist you.

Sincerely,
City of Lakewood Head Start Program

About Head Start

The 2019-2020 school year marked 23 years of providing high-quality Head Start services for children and their families in Lakewood.

The program completed its fifth year of the Head Start grant and brought with it the completion of the original five-year grant goals for 2015-2020. Since the program did not experience any new federal review events, the program did receive the approval to write for a non-competitive grant for a new five-year grant cycle. This process involved the development of new program goals in collaboration with staff, parents, Policy Council and Governing Board for the 2020-2025 grant cycle.

In March 2020 the program experienced a shutdown of our center-based and home-visiting services due to the COVID-19 pandemic. The staff worked to change their engagement and support of families during this crucial time. Resources such as food, rental assistance, health referrals and weekly check-ins were a part of this program change. The teaching staff, family support and EHS home visitors are to be commended and thanked for continuing to support families in this changing environment.

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Program Governance



GOVERNING BOARD

Lakewood's City Council holds the legal and fiduciary responsibilities for the city's Head Start program. The City Council consists of the mayor and two City Council members from each of the five city wards. The mayor appoints three members to serve as the Advisory Committee to provide program oversight on behalf of the council. The committee has the authority to make decisions about the Head Start program. The City Council members listed below were on the council throughout the 2019-2020 school year.

City Council:

Adam Paul, Mayor
Ramey Johnson
Charley Able, Advisory Committee Chairperson
Jacob LaBure
Sharon Vincent, Advisory Committee Vice Chairperson
Mike Bieda
Pete Roybal
David Skilling
Barb Franks, Advisory Committee Co-Chairperson
Karen Harrison
Dana Gutwein

SHARED GOVERNANCE

The Policy Council and Advisory Committee participated in discussions about the full grant application, the program goals and objectives and the budget.

POLICY COUNCIL

The Policy Council consists of one representative from each of the five classrooms, two Early Head Start parents, a former Head Start parent and two representatives from the broader community.

The members and their alternates for the 2019-2020 school year:

Lea Schmetzer, Chairperson
Josety Lara
Harold and Andrea McBride
Graciela Martinez
Kayla (Hurley) Wetzel
Taylor Devore
Ana Paula Bean
Amber McConkey, Secretary
Sindy Pelayo
Lindsey Kirby
Kathy Harrison, Community Representative
Anya Yankelevich, Community Representative
Brandon Duran, Past Parent

Budget Breakdown

The Head Start budget is broken into seven major categories. The chart below outlines actual expenses for the last program year and project budget numbers for the next year. Independent auditors reviewed the Head Start program as part of the city audit process per the single Audit Act. The city's Comprehensive Annual Financial Report (CAFR) can be viewed online at Lakewood.org/Finance. About 93% of all federal funds are budgeted to cover personnel costs and related benefit expenses. Employee benefits include a City of Lakewood contribution to retirement, health, dental and life insurance. The administrative costs to run the Head Start program cannot exceed 15% of the total budget. The administrative costs were \$133,057 or 10.2% of the total budget in 2019-2020.

The budget for the 2019-2020 school year was set at \$1,305,432. This included a 1.77% Cost of Living Adjustment (COLA). Other program funding included Colorado Preschool Program (CPP) state funding \$402,505, Child Care Assistance Program (CCAP) \$9,789, Community Development Block Grant (CDBG) and Child and Adult Care Food Program (CACFP) \$63,698.

The budget for the 2020-2021 school year has been set at \$1,386,197. This includes a 2% Cost of Living Adjustment (COLA) and a Quality Improvement Grant that was approved for an additional \$55,000. The program also received time limited COVID-Quality funds that totaled \$92,000. The COVID-Quality funds are not added to the baseline Head Start grant.

FEDERAL BUDGET LINE ITEMS	2019-2020 BUDGET - HS	2019-2020 BUDGET - EHS	2020-2021 BUDGET - HS	2020-2021 BUDGET - EHS
Personnel	\$773,000	\$116,500	\$786,460	\$126,360
Benefits	\$270,000	\$52,500	\$322,599	\$53,346
Travel	\$500	\$0	\$500	\$0
Equipment	\$0	\$0	\$0	\$0
Supplies	\$23,000	\$7,500	\$28,600	\$4,000
Contractual	\$12,000	\$0	\$12,000	\$0
Other	\$24,450	\$8,791	\$28,850	\$7,291
Total-Reg	\$1,102,950	\$185,291	\$1,174,009	\$194,997
Training & Technical Assistance	\$12,999	\$4,192	\$12,999	\$4,192
GRAND TOTAL	\$1,115,949	\$189,483	\$1,187,008	\$199,189

SOURCES OF NONFEDERAL FUNDS	Occupancy	\$157,345
	Business & Admin. Support	\$52,621
	Volunteers	\$5,054
	Therapists	\$17,808
	Head Start Director	\$25,653
	Contractual	\$4,083
	Executive Director	\$7,390
	Family Community Staff	\$27,783
	Other	\$33,769
	Total Non-Federal Share	\$326,458

The Head Start program is required to match every \$1 of federal funds with 20% in-kind or local resources. The program received in-kind support as seen on the left.



Program Goals

The City of Lakewood is committed to providing quality HS and EHS services. The Policy Council, Governing Board, staff, families and community partners collaborated to establish the following six goals to guide the program for 2015-2020.

1. Children will **grow and develop social-emotional skills** in a strong, inclusive learning environment.
2. The program **will enhance services available** to families, which will build long-term sustainability.
3. The program **will maintain a legacy of high-quality early childhood programming** for children and families.
4. The program will support low-income families to pursue various educational opportunities.
5. The program will support children and families in developing **knowledge about healthy, active life practices**.
6. The program **will integrate a birth to age 5 model** through the addition of an Early Head Start Home-Based Program.



COMMENTS FROM PARENTS ABOUT MEETING OUR PROGRAM GOALS

"This program has been absolutely amazing and positive for my child. The support of the staff is genuine and caring."

"Teachers care about their students, creating an atmosphere attractive to both student and parent."

Education

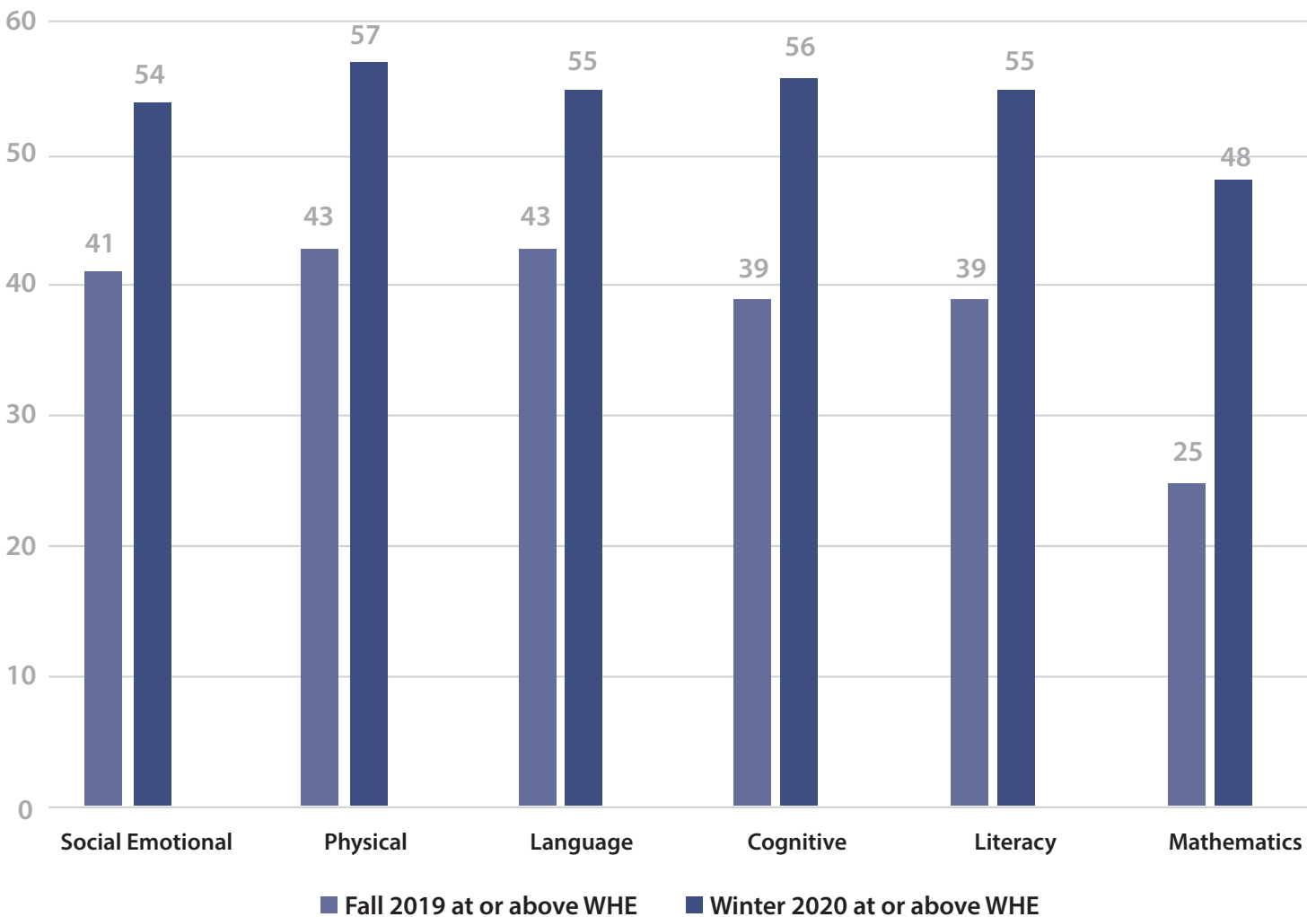
PROGRESS OF CHILDREN

City of Lakewood Head Start continues to use The Creative Curriculum by Teaching Strategies as its research-based curriculum, and also uses the MyTeachingStrategies online developmental assessment system to track childrens' school readiness progress.

Both curriculum and developmental assessment programs align with the Head Start Early Learning and Outcomes Framework. The MyTeachingStrategies online system uses a set of "Widely Held Expectations" (WHE) to assess childrens' development and readiness for Kindergarten.

Because COVID-19 cut the in-class school year short starting in March, only two progress reports were completed. Normally children would be assessed again in late April. However, from the amount of gains children did make between fall 2019 and winter 2020, we can show significant gains during their time at Head Start. The graph below shows how many kindergarten-bound children in our program were at or above the WHE in fall 2019 and winter 2020.

K-BOUND CHILDREN AT OR ABOVE WHE 2019-2020



Health Services

EARLY HEAD START

Children’s Advisory Network completed the vision and hearing screenings for infants and toddlers. The screenings were done with parental assistance at a designated monthly socialization meeting.

VISION SCREENING – HEAD START (HS) AND EARLY HEAD START (EHS)

Colorado Kidsight, along with the help of the local Lions Club volunteers, screened the children at the beginning of the school year.

Number of children screened	93
Number of children treated	8

HEALTH STATISTICS – HS AND EHS

Number of children with regular access to health services

At the time of enrollment	122
At the end of year	123

Number of children up-to-date on primary and preventive care per Early and Periodic Screening, Diagnostic, and Treatment

Percentage of total enrollment	84.5%
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Number of children who completed a Health Assessment in 2019-2020

Percentage of total enrollment	97.5%
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ORAL HEALTH – HS

Cavity Free at Three, through Stride, visited three times throughout the school year. The program provided an oral health screening and application of fluoride varnish at each visit.

DENTAL STATISTICS – HS

Number of children with regular access to dental services	
At the time of enrollment	102
At the end of year	115
Total number of dental exams	64
Percentage of total HS enrollment	56%

DENTAL REFERRALS – HS

Number referred for further treatment	9
Number who received treatment	1



Family Engagement



Families had the opportunity to participate in many activities ranging from volunteering in the classroom to attending Head Start parent meetings or Early Head Start socializations before the program began its temporary closure in March 2020 due to COVID-19.

Family Game Night November 2019
49 families. Total of 148 people plus staff.

BOOK DISTRIBUTIONS AND PACT (Parent and Child Together) ACTIVITIES

BTS September 2019
Book sent home: "Froggy Goes to School!"

Fall PACT
Properties of Shapes activity completed with families in the classroom. Pipe cleaners, construction paper and craft sticks were used.

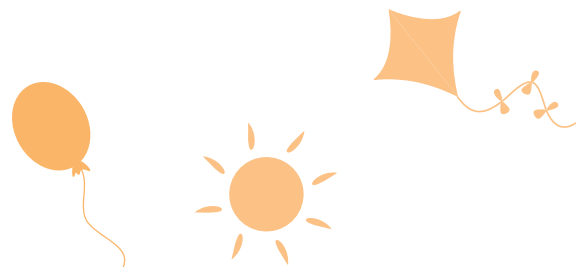
Winter Break
School Readiness Postcards that emphasized the importance of reading were attached to a stuffed animal "reading buddies." Book sent home: "Goodnight Moon."

Spring PACT
Planting activity sent home due to closure. Seeds, soil, plastic cups and instructions included. Book sent home: "Maria has a Little Llama."

End of the Year
Books sent home: "Clifford's Beach Day" and "La Piñata."

FAMILY STATISTICS

TOTAL NUMBER OF HS AND EHS FAMILIES	92
TWO PARENT FAMILIES	46
Both parents employed	12
One parent employed	31
Both parents are not working	3
SINGLE PARENT FAMILIES	46
Parent employed	32
Parent not working	14
Military families	0



Community Partnerships

CULTURE OF WELLNESS IN PRESCHOOLS

The Lakewood Head Start program continues participation in the grant program titled “A Culture of Wellness in Preschools.” The project includes the implementation of a range of programs and activities aimed at increasing daily healthy eating and activity for preschool students, parents and staff in early childhood centers. An example of the programming includes:

Children: Nutrition curriculum and physical activity program.

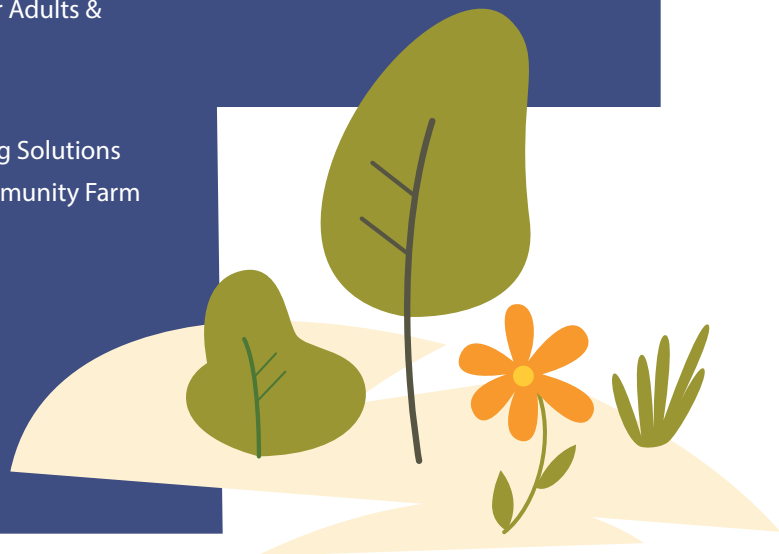
Home: Parent Wellness Workshops and activities along with Parent Wellness Newsletters.

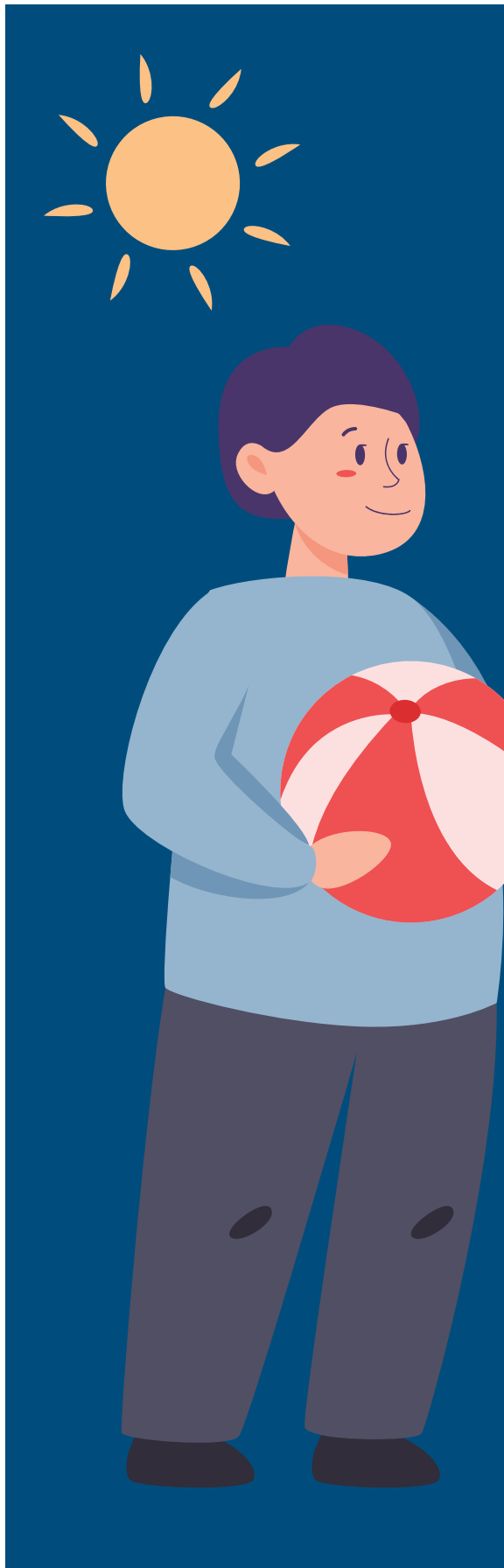
Preschool: Built environment/policy changes, creation of a site wellness policy, site health promoters and staff worksite wellness program.

COMMUNITY PARTNER RECOGNITION

We would like to especially recognize the following organizations that supported the program throughout the year.

- All About Kids
- Bright By Three
- City of Lakewood Police Department
- Children’s Advisory Network
- Colorado Head Start Association
- Colorado Garden Show Inc.
- Colorado State Extension – Supplemental Nutrition Assistance Program
- Columbine United Church Care Group
- Culture of Wellness Grant
- Denver Urban Gardens
- Developmental Disabilities Resource Center
- Family Tree
- Friends of Man
- Foothills Credit Union
- Go Farm to Families
- Hands of the Carpenter
- Helping Hearts and Hands
- Jeffco Public Schools
 - Colorado Preschool Programs
 - Child Find
- Jefferson County Public Health
- Jefferson County Public Library
- Karlis Center
- Kids in Need of Dentistry (KIND)
- Kiwanis Club
 - West Alameda Branch
- Kohl’s
- Lakewood United Church of Christ
- Launch Project
- Learning Source for Adults & Families
- Lions Club
 - Kidsight
- Metro West Housing Solutions
- Mountair Park Community Farm
- Papa John’s Pizza
- Red Rocks Community College
 - Child Care Innovations
 - Triad Early Childhood Council
 - Early Childhood Program
- Share Our Strength
 - Cooking Matters
- Stride
- Temple Hoyne Buell Foundation
- Wee Cycle
- West Metro Fire District
- Whole Foods at Belmar
- Women, Infants, & Children (WIC)





Enrollment

END OF MONTH ENROLLMENT – HEAD START (HS) AND EARLY HEAD START (EHS)

MONTH ENDING	HS Children Enrolled	Percentage of Funded Enrollment	EHS Children Enrolled	Percentage of Funded Enrollment
July	19	100%	20	100%
August	90	100%	20	100%
September	90	100%	20	100%
October	90	100%	20	100%
November	90	100%	20	100%
December	90	100%	20	99%
January	90	100%	20	99%
February	89	100%	19	99%
March	89	99%	20	100%
April	90	99%	20	100%
May	87	98%	19	99%
June	10	50%	18	98%

KEY ENROLLMENT STATISTICS

Funded HS and EHS Enrollment	110
Total actual enrollment*	123

*Actual enrollment includes all children that attended the program during the school year.

Type of Eligibility - HS and EHS	
Income below 100% of federal poverty	86
Public Assistance - TANF, SSI	5
Status as Foster Child	6
Status as Homeless	18
Income 100%-130%	8

Head Start Contact Information

WILBUR ROGERS CENTER

12100 W. Alameda Parkway
Lakewood, CO 80228
Phone: 303-987-2490

CITY OF LAKEWOOD STAFF

Kathleen Hodgson, City Manager
Kit Newland, Director of Community Resources
Brent Berninger, Family Services Manager
Larry Dorr, Director of Finance
Peggy Starr, Controller Finance Department
Nancy Love, Accountant II

HEAD START ADMINISTRATION & MANAGEMENT

Sherry Peterson, Head Start Administrator
Kathryn Strong, Early Childhood Education Supervisor
Susan Cooley, Family Support Team Coordinator
Amy Mitchell, Health and Safety Coordinator
Brianna Ray, Nutrition Coordinator
Ann Brady, Youth & Family Services Coordinator
Andi Archuleta-McCormick, Business/Enrollment Coordinator
Shana Rubio-Hernandez, Fiscal Support
Diana Pastrana-Rivas, Business Support
Geri Mendoza, Coach

CLASSROOM COORDINATORS

Kathy Ireland
Christine O'Brien

FAMILY SUPPORT WORKERS

Dave Appel
Rachel Lozoya
Stacy Ramirez
José Rivas

EARLY CHILDHOOD EDUCATION STAFF MEMBERS

Ana Carballo	Monica Rueda
Candace Falgout	Michelle Ruiz
Whitney Hull	Dora Saldarriaga
Edna Lujan	Megan Sharkey
Marie Moak	Tracy Sluzalis
Chantele Nunez	Susan Tucker
Paola Olivares	Angelica Verdin
Marika Padilla	Jannah Wendel
Con Robinson	

THERAPISTS

Cindy Hewatt
Marta Stamwitz



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Full of Possibilities.