

# Annual Report for Klamath Family Head Start

As required in the Head Start Act as amended (42 USC 9801 et seq.)

Fiscal Year Ending August 31, 2021

## Funding (as Budgeted)

### Public Funding:

Head Start Grant	3,090,698
Oregon Pre-Kindergarten	4,293,921
USDA (Cost Reimbursement Program)	151,059

Total Public and Private Funds Received: **7,535,678**

## Budgetary Expenditures and Proposed Budget

The program's budget includes line items for direct instruction, such as teacher salaries and benefits, classroom supplies and other teaching-related expenses; family engagement, which includes social service staff and support for parent activities; interventions, which include health, mental health and nutrition; staff professional development, which includes training and technical assistance for staff; and supervision and support expenses.

## Program Services

### Instructional Services

Wages, Teachers and classroom aides	1,988,338
Classroom Supplies	333,888
Children's services	14,499
<b>Total Instructional Services</b>	<b>2,336,725</b>

### Transportation Services

Wages, Bus drivers and aides	62,093
Bus fuel, maintenance and communications	13,842
Travel cost of teacher / home visitors	1,251
<b>Total Transportation Services</b>	<b>77,186</b>

### Nutrition Services

Wages, cooks and Food Technician	228,491
Food and kitchen supplies	137,937
<b>Total Nutrition Services</b>	<b>366,428</b>

<b>Parent Services and Involvement</b>	<b>1,001</b>
<b>Total Program Services</b>	<b>2,781,340</b>

## **Support, Administrative and Occupancy**

### **Support Services**

Wages, Support Staff	1,367,967
Supplies used in support activities	258,816
<b>Total Support Services</b>	<b>1,626,783</b>

### **Governing Board Services – Meetings**

**4,386**

### **Administrative Services**

Wages, Administrative Staff	145,621
Corporate licensing, audits, legal And related	100,190
Employee benefits, all areas	1,192,182
Payroll taxes, all employees	438,173
<b>Total Administrative Services</b>	<b>1,876,166</b>

### **Staff Training**

**193,015**

### **Occupancy & Equipment**

**1,057,187**

### **Total Administrative and Occupancy**

**4,757,537**

### **Change in Net Assets**

**(3,199)**

### **Total All Budgeted Expenditures**

**7,535,678**

**Note:** Amounts shown above as funding and expenditures reflect the budget approved by the Grantee Board and Policy Council of Klamath Family Head Start for the fiscal year beginning September 1, 2020 and ending August 31, 2021.

**Total number of children and families served**

Children Served	479
Applications Taken	712
Waitlist at End of Year	132
Turnover	74

Average monthly enrollment percentage: 96%  
Percentage of eligible children served: 100%

Some groups known to be eligible are foster children and children of homeless families.

## Results of Most Recent Review by Office of Head Start

The most recent program review was conducted in November 2018. No areas of non-compliance were identified

## Financial Audit

Wipfli CPA's and Consultants conducted the financial audit for Klamath Family Head Start 8/31/2021. This audit reported on the fiscal year ended August 31, 2021. The most recent audit report dated August 31, 2021 is available at 1940 South 6<sup>th</sup> Street, Klamath Falls, OR 97601.

## Percentage of Enrolled Children Receiving Medical and Dental Exams

During the 2020-2021 program years, 80% of children enrolled in the program received medical exams, and 88% of children received dental exams.

## Information about Parent Involvement Activities

Activity	Details
The opportunity to develop a Family Partnership Agreement/Goals.	Offered to all enrolled families.
Parent Group Meetings.	All sites have eight or more meetings per year.
Policy Council Meeting	Members are elected by the group members and attend budget, program design and personnel committee meetings.
Parent Training	Nutrition; Health; Mental Health; Education and Safety
Volunteer in the classroom.	Based on individual participation.
Father and mother involvement.	Program activities are provided monthly.
Health Advisory Committee / Education advisory.	Parent participation
Recruitment Activities	Policy Council, families and staff. Participate in community activities.
Home visits and parent teacher conference orientation and phase-in day.	Each family offered two home visits: two parent teacher conferences and two clusters. Family service home visits may be provided as needed.
Transition Activities	Includes visits to elementary schools, transition nights, and kindergarten enrollment assistance.

## **Efforts to Prepare Children for Kindergarten**

The program goals and objectives address the needs of families and children in the community. The goals incorporate input from staff and program leadership. All Klamath Family Head Start goals are developed with the outcome that students are ready for kindergarten.