REDDING RANCHERIA HEAD START & CHILD CARE

2019-2020 **ANNUAL REPORT**

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OPENING MESSAGE

Dear Community Members,

It is our pleasure to present you the 2019-2020 School Year edition of our Annual Head Start & Child Care Report.

This has been a trying and difficult year for many in our area due to the global pandemic. "Keep Calm and Carry On" seems to be the mantra I have witnessed over the past many months as the Redding Rancheria proves time and again to be a resilient and inspiring group of people. Thank you to all of our first responders and everyone working behind the scenes to keep things running and to all of our families for persevering through the shutdown, health and economic fears and so many unknowns.

One accomplishment which we are especially proud of is the beautiful new CCDF Child Care classroom that was completely early this Spring and will open to students in the Fall of 2020. This new classroom serves preschool children in a full-day classroom for children of working families, and was paid for by a special grant from the Child Care Development Fund. It is airy, full of light, with big windows that look out on our playground as well as a large deck to provide more learning and play space.

We have also been very busy implementing new technology that will be used by teachers and students in the classroom. We are piloting electronic ways to enhance our daily communication with parents and improving our ability to produce more accurate and timely data outcomes as well as preparation for distance learning in light of the fluid Covid-19 situation. Tablets were purchased with CARES funding to support distance learning options. New health and safety policy and procedures are being implemented for the upcoming school year and we are excited to announce the renovation of our playground to create more educational opportunities and exploration in an "outdoor classroom."

We are always working to improve our programs while staying focused on our native traditions and culture, and our commitment to the well-being of children, families, staff, and our community. You may access this annual report and other information including the Head Start enrollment application at www.redding-rancheria.com.

Sara Zapata
Health & Disabilities Coordinator/ Site Supervisor
Redding Rancheria Head Start & Child Care

Mission Statement

The Redding Rancheria Head Start and Child Care provides a safe, developmentally appropriate, nurturing environment for children that promotes social, emotional, cognitive and physical growth, as well as a positive self-image, a love of learning, and a pride for their native culture.

Vision Statement

To prepare children for kindergarten who are resilient, happy, culture enriched and eager to learn.

PROGRAM DESCRIPTION

The Redding Rancheria's Head Start and Child Care center has been in operation since 1995. Both the Head Start and Child Care programs are federally funded through the Office of Head Start and the Office of Child Care respectively. Additionally, the Redding Rancheria provides significant in-kind funding and services to its Head Start and Child Care programs. The program serves thirty-four (34) children in two Head Start classrooms. Seventeen (17) full time children attend the CCDF Child Care classroom on a sliding scale fee basis for low to moderate-income, working parents. These two grants funded programs complement each other and enable the Redding Rancheria to serve native families in our community. Both the Head Start and Child Care emphasize Native American culture, traditional values and prepare children for success in school by developing personalized school readiness goals.

As a result of planning, support services and collaboration from our stakeholders and federal partners, ongoing monitoring, and professional development, our programs achieve full compliance in the following areas:

- Child Development and Education
- Inclusion and Mental Health
- Parent, Family and Community Engagement
- Environmental Health and Safety
- Health and Nutrition
- Program Governance
- Program Management
- ERSEA (eligibility, recruitment, selection, enrollment, attendance)

HIGHLIGHTS

- 100% of children served are Native American. This program year a total of 36 children and 38 families were served.
- Vacancies were promptly filled from the wait list; Year-end wait list was 42 children.
- 50% of Head Start children achieved a 2019-2020 year-end attendance greater than 85%. Family Partnerships were established for those less than 85% monthly attendance.
- 29% of families enrolled were income eligible.
- 49% of families enrolled were over income, which is allotted for AI/AN programs.
- 5% of families enrolled were foster children.
- 15% of families enrolled were on public assistance.
- 8% of families enrolled were homeless.
- FY 2019 had parent and community volunteer hours valued at $30,136.
- Book Worm Bags and scheduled Scholastic Partnership Book Distributions.
- Teachers continue in CLASS Professional Development as well as continued education at Shasta College.

PROGRAM GOALS

Fall 2019-Spring 2020

LONG RANGE GOAL: Meet and exceed the Head Start Performance Standard of 85% monthly attendance to positively impact family awareness, behavior and school readiness.

OBJECTIVES:

1. Educate staff and families on ACE's (Adverse Childhood Experiences) and how it impacts school attendance.
   - ACES Training for staff and families.
   - **PROGRESS:** Staff attended in-house ACES training in February 2020.
2. Improve attendance procedures and systems.
   - Track attendance in database, follow up phone calls, home visits or team meetings for excessive absences.
   - **PROGRESS:** Family Intake Coordinator has taken on the role of calling parents when children are absent. During the phone call she can provide resources and create action plans to better serve the families.

LONG RANGE GOAL: Expose and educate our children, families and staff in Native American traditions to improve cultural enrichment that will last a lifetime.

OBJECTIVES:

1. Identify staff and families' cultural knowledge.
   - Execute a pre and post cultural survey annually.
   - **PROGRESS:** The staff and families completed a pre survey at the beginning of the school year. Due to COVID-19 and the school closure we did not complete the post survey.
2. Integrate Native American traditions into all aspects of the program.
   - Beading, Language app, drumming, fry bread making, etc.
   - **PROGRESS:** The teachers have brought more culture into classroom activities. The Redding Rancheria Cultural Department has played a key role in the playground renovation design which will include many native elements that reflect the history of the tribe. Administrative Assistant conducted a cultural survey to assess the interest and knowledge of staff and families to implement gatherings, events, and classroom activities.

LONG RANGE GOAL: Prioritize nutrition and create a "center of wellness" to encourage healthy eating and activity patterns of children, families and staff for the purpose of improving life outcomes

OBJECTIVES:

1. Educate and provide resources to families and staff on nutrition and physical activity.
   - Win-Fit for kids, nutrition dinner, and garden planting activity for Week of the Young Child.
   - **PROGRESS:** A "Win Fit" for kids was held in September 2019 which was an obstacle course and highlighted the importance of exercise and physical activity. Our annual nutrition dinner was held in November 2019. Our WOYC activity was postponed due to COVID-19 school closure but we sent all of the students books as well as a gardening activity to do at home that included soil and seeds.
2. Practice and model healthy eating throughout the program.
   - Celebration/ holiday food alternatives handout to families.
   - Healthy foods at parent meetings.
   - **PROGRESS:** We created a healthy foods alternative guide sheet for celebrations and opted for smaller portion sizes on sweets. Focus on healthy foods at parent meetings.

2019/2020 REVIEWS & INSPECTIONS

BIA Audit- The Bureau of Indian Affairs Audited our Child Care Program in the areas of Health and Safety Requirements, Compliance Requirements, Administrative Costs, and Quality ear-marking any one of the following quality activities: Supporting the training and professional development of the child care workforce; Improving on the development or implementation of early learning and development guidelines; Developing, implementing, or enhancing a tiered quality rating system for child care providers and services; Improving the supply and quality of child care programs and services for infants and toddlers; Supporting the development or adoption of high-quality program standards related to health, mental health, nutrition, physical activity, and physical development; and Other activities to improve the quality of child care services as long as outcome measures relating to improved provider preparedness, child safety, child well-being, or kindergarten-entry are possible. As of July 2020 we have yet to receive the final report and findings.

CACFP Inspection- The CACFP Review was completed in October 2019. Non-compliant areas were corrected by our meal provider enterprise School District. Meals claimed for reimbursement must contain meal components in specific quantities as required by regulations. Staff completed training on the CACFP meal pattern requirements. We developed and provided a procedure to ensure planned menus and items listed are in compliance with meal pattern requirements as well as product information. We also created a plan and communication around how the program will meet with CACFP meal pattern on event days.

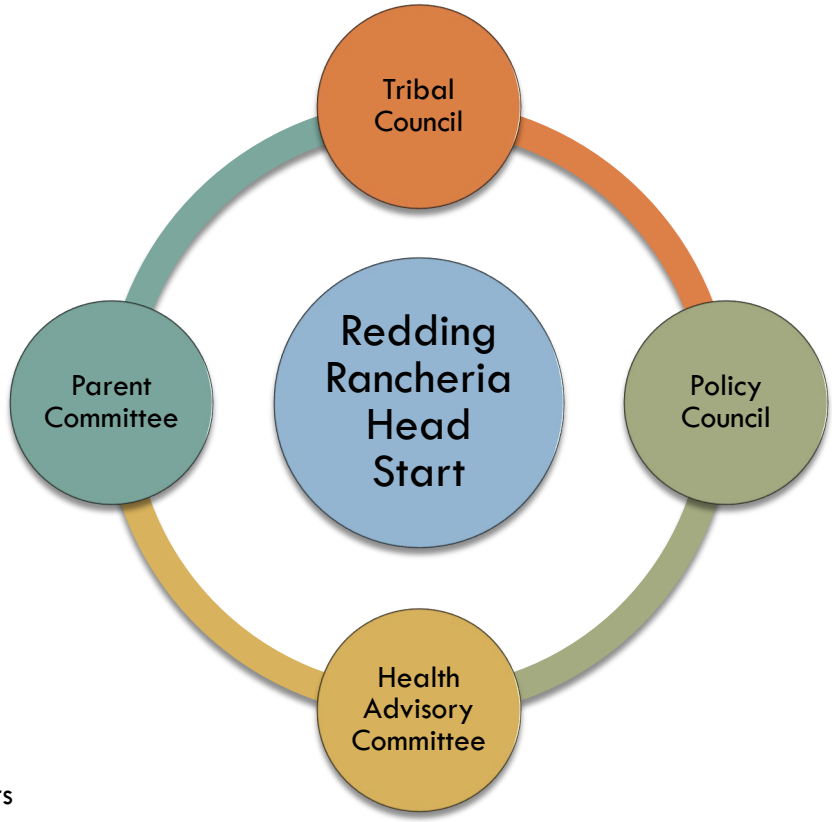
IHS Facility Inspection- The IHS environmental health and safety assessment was conducted at the Redding Rancheria Head Start & Child Care by Aaron Alexander on October 8, 2019. The facility was found to be well-operated. Three items for correction included; ensuring children's personal items do not overlap in cubbies, increasing cleaning of Halloween masks in dramatic play area, and ensuring that children are practicing proper bathroom hygiene. All three items have been corrected.

Head Start Federal Review- We did not have any Federal Review or Audit this year.

GOVERNING BODIES

Parent Committee:
Our parent Committee is call "Parent Connection" and is offered a minimum of once a month and all parents are welcome to attend.

Tribal Council:
Chairperson: Jack Potter Jr.
Vice Chairman: Michelle Hayward
Secretary: Patty Spaulding
Treasurer: Joanna Turmel
Council Member: Jason Hart
Council Member: Don Benner
Council Member: Tony Hayward Sr.
1st Alternate: Hope Wilkes
2nd Alternate: Jason Hayward Jr.
3rd Alternate: Jeremy Hayward



Policy Council:
Chair Person: Josh Manutai
Vice Chairperson: LeVee Gallegos
Secretary/Treasury: Amy Brown
Literacy Volunteer: Maribel Garcia
Parent Representative: Lillie Lucero
Parent Representative: Mackee Greer
Parent Representative: Lucas Orozco
Parent Alternate: Justine Long
Parent Alternate: Shara Franco
Parent Alternate: Hannah Brinton
Community Representative: Lynda Powers
Community Representative: Trisha Baker
Community Representative: Steven Hayward
Tribal Council Liaison: Jason Hayward Jr.

Health Advisory Committee:
Bob Horner: HAC Chairperson/ RRTHC Admissions Specialist
Glen Hayward: RRTHC- Executive Director Health Services
Dr. Paul Davis: RRTHC- Medical Doctor & Director
Dr. Todd Gandy DDS: RRTHC- Dental Director
Ryan Perkins: RRTHC- Community Health Director
Keith Bunney: RRTHC-Medical
Kara Russell LCSW: RRTHC- Behavioral Health Director
Vicki Iwanski: RRTHC- Medical Administrative Assistant
Mackee Greer: HAC Parent Representative
Cassi Lawson-Pigott: Redding Rancheria Head Start Teacher Representative
Sara Zapata: Redding Rancheria Head Start Health & Disabilities Coordinator/ Site Supervisor

STAFF

Education Director:
Nicole Wilkes

Program Manager:
Kaysha Davis

Administrative Assistant:
Lynn Graham

Family Intake Coordinator:
Angela Norton

Health & Disabilities Coordinator/ Site Supervisor:
Sara Zapata

Head Start Teachers:
Cassi Lawson-Pigott (Education Coordinator)
Elizabeth Gomez

Head Start Teacher Assistants:
Julie Bothwell
Priscilla Potter

Child Care Teacher:
Marissa Phelan

Child Care Teacher Assistants:
Brandy Gemmill
Miranda Edwards
Erin Blanks (TA & Cook)

Bus Driver:
Willie Reeves

Bus Monitors:
Sarah Gard
Bill Watkins

FINANCIAL OVERVIEW

Charted below are the budgeted and actual expenditures for the Redding Rancheria Head Start program for FY 2019.

Revenue & Expenditures 2019	Actual Expenditures 2019	Budgetary Revenue 2019
HHS- Office of Head Start	$419,816	$431229
CACFP School Lunch Reimbursements	$22,839	$19,000
Miscellaneous Income	$2,750	$0
Total Revenue	**$445,405**	**$450,229**

In-Kind Budget Expenditures 2019

Expenses provided on behalf of Redding Rancheria Head Start	Actual 2019	Budget 2019
Custodian, maintenance, safety/Fringe	$37,882	$27,969
Child consultants, therapists/fringe	$7,246	$14,000
Volunteer services/fringe	$19,255	$16,128
IT hours/fringe	$2,126	$3,100
Surveillance hours/fringe	$7,209	$7212
Phone system and maintenance	$3,132	$3,200
Custodial supplies	$2,400	$2,500
Tribal indirect expense/in-kind	$44,374	$31,867
Total In-Kind	**$123,624**	**$105,976**
Total Grant + In-kind expenses	**$569,029**	**$556,205**
Total Administrative Costs	8.96%	10.99%

Actual expenditures and revenue for fiscal year 2019 were $445,405 compared to the budget of $450,229. Expenditures consist of Payroll and Fridge Benefits, Travel, Office Expenses, Training, Equipment, and contractual cost necessary for the operation of the Head Start Program. All expenditures for the fiscal year met the cost requirements set forth in CFR 45 Part 75.

BUDGET NARRATIVE 2019

This budget supports:

1 part time Program Manager
1 full time Education Coordinator
1 part time Health and Disability Coordinator/ Site Supervisor
1 part time Family Intake Coordinator
1 part time Administrative Assistant
2 full time Teachers
2 full time Teacher Assistants
1 part time Food Service Worker
1 part time Bus Driver/Transportation Personnel
2 part time Bus Monitors
Vended meals breakfast, lunch, snack
Transportation via contracted school bus to/from area bus stops
Staff professional development/degree and certifications
Parent Training and travel to participate in regional workshops and training

Miscellaneous income is $2,750 over a $0 budget due to donation from a Tribal employee from the Tribal Administration Office and participating in our local QRIS. Additionally, the Redding Rancheria Head Start program budget relies on in-kind support from the Redding Rancheria Tribe and the Redding Rancheria Tribal Health Center to provide the following essential services free of charge:

- Facility rent and maintenance; nightly custodial services and supplies
- Children's health services including: child screening and testing, behavioral health services, nutritional services, and dental services.

Lastly, the Redding Rancheria Head Start program relies on parent and community volunteer services, especially to support the Policy Council and the Health Advisory Committee.

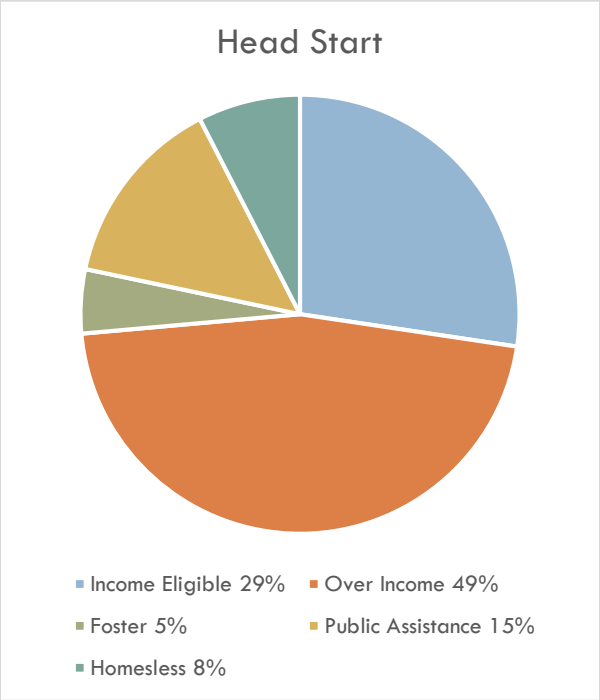
IN KIND SERVICES

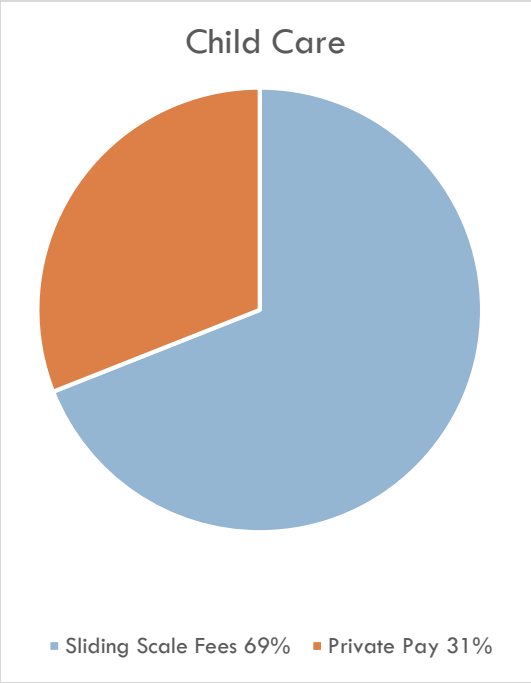
- All in-kind services were over or under budget due to greater efficiency in tracking and reporting of new program match funds.

ENROLLMENT

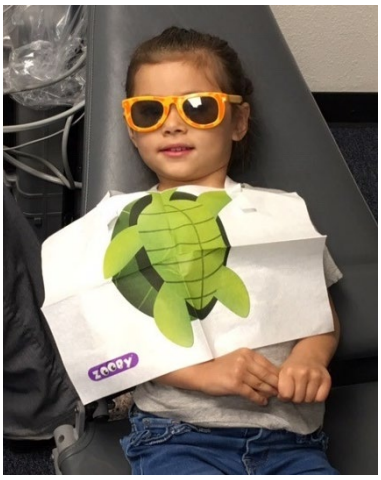
Families interested in the Head Start program must qualify by meeting locally designed requirements. This free program serves federally recognized, Native American children between the ages of three and five years old. We reserve a minimum of 10% of our enrollment spots for children with disabilities. In general eligibility is based on family income at or below the poverty level. Families with other situations including homelessness, children in foster care, receiving temporary assistance are also eligible. 49% of enrolled spots are reserved for Redding Rancheria Tribal Member spots as over-income. Our Child Care Program serves Native American Children from income eligible, working families with locally designed requirements. This program has a share of cost.

- Average Monthly Enrollment **Head Start =** 100% **Child Care =** 100%
- Eligible native children age 0-5 in our service area = 1,550
- 100% of children served are Native American. This program year a total of 36 children and 38 families were served.
- Vacancies were promptly filled from the wait list; Year-end wait list was 42 children.
- 50% of Head Start children achieved a 2019-2020 year-end attendance greater than 85%. Family Partnerships were established for those less than 85% monthly attendance.
- 81% of Child Care children achieved a 2019-2020 year-end attendance greater than 85%. Family Partnerships were established for those less than 85% monthly attendance.





HEALTH & NUTRITION SERVICES



The Head Start emphasizes the importance of early identification of health needs, which, if undetected or left untreated, may cause learning difficulties. The program makes every effort to ensure that our students are connected to a doctor or clinic in order to receive a complete age-appropriate health assessment as recommended by his/her physician. Health screenings are performed throughout the school year and parents are notified when screenings are scheduled and receive copies of the results. Within 45 days from the first day of attendance, all students are screened and assessed in the following areas: Developmental, Behavior, Vision, Hearing, Dental and Nutrition. Head Start and Child Care children receive breakfast, lunch and snack during program hours. Students receive three-quarters of their daily nutritional requirements while attending school.

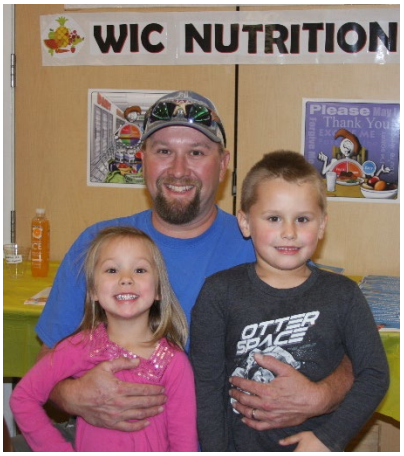
Enterprise school district and CACFP provided 12,874 healthy meals!

2019/2020 Head Start Health Statistics

- 100% of children established a medical home, receiving a Well Child Check-Up
- 70% were seen at the Redding Rancheria Tribal Health Center, 30% seen by other providers
- 100% of children were identified as up to date on all immunizations
- 97% of children established a dental home, receiving an initial dental exam
- 9 were diagnosed needing additional dental treatment
- 6 of these children received treatment needed
- 100% of children received developmental screenings
- 100% of children received nutrition screenings
- 100% of children received hearing screenings
- 100% of children received vision screenings

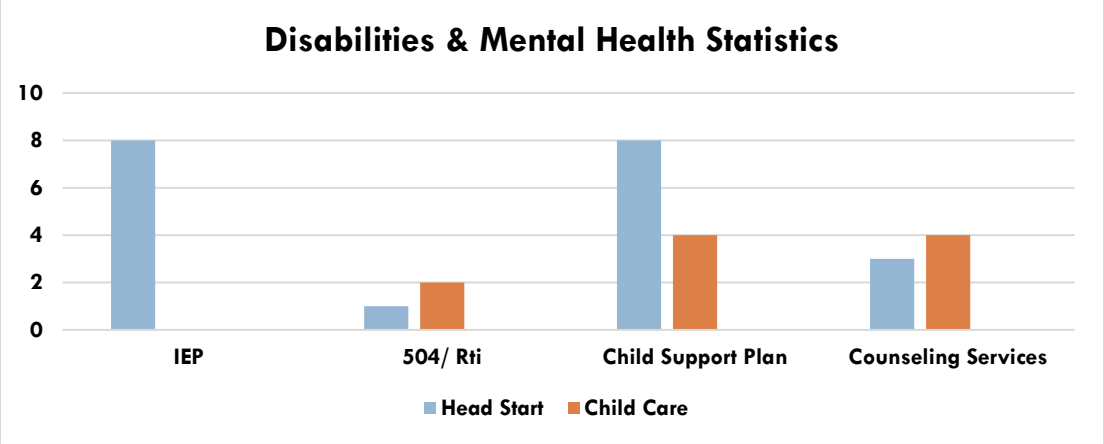
2019/2020 Child Care Health Statistics

- 100% of children established a medical home, receiving a Well Child Check-Up
- 75% were seen at the Redding Rancheria Tribal Health Center, 25% seen by other providers
- 100% of children were identified as up to date on all immunizations
- 97% of children established a dental home, receiving an initial dental exam
- 0 were diagnosed needing additional dental treatment
- 100% of children received developmental screenings
- 100% of children received nutrition screenings
- 100% of children received hearing screenings
- 100% of children received vision screenings



DISABILITIES & MENTAL HEALTH SERVICES

Children with disabilities or mental health concerns are encouraged to participate in program services. Speech and Language was the most frequently identified special education need. Appropriate accommodations, enhancements, and support is provided as needed for each child. We collaborate with Redding Rancheria Tribal Health center to supply counseling services to our students here at school once a month. Families also typically see a provider additionally at the Health Center.



2019/2020 Head Start Disabilities Statistics

- 8 children had IEPs indicating that they qualified to receive special education services
- 3 children received IEPs prior to enrollment
- 5 children received IEPs during Head Start enrollment
- 1 child with RTI
- 1 of children with 504 Plan
- 100% of those children transitioning to Kindergarten with IEP's were connected to further services

2019/2020 Head Start Mental Health Statistics

- 3 Head Start children receive RRTHC counseling services at school
- 8 Head Start children with a Child Support Plan

2019/2020 Child Care Disabilities Statistics

- 0 children had IEPs indicating that they qualified to receive special education services
- 0 children received IEPs prior to enrollment
- 0 children received IEPs during Head Start enrollment
- 2 children with RTI's
- 0 of children with 504 Plan

2019/2020 Child Care Mental Health Statistics

- 4 Head Start children receive RRTHC counseling services at school
- 4 Head Start children with a Child Support Plan

FAMILY ENGAGEMENT

Family engagement is a vital component in the structure and function of the Head Start and Child Care programs. A strong relationship between families and Head Start staff is essential to promoting healthy child development and positive learning outcomes. We value parents in our program and encourage involvement in a variety of ways including, program governance, program planning, curriculum development, child homework, and personal development.

Parent Committee

One of the program's primary goals is to help families participate in their child's education as well as in their own personal growth and development. All of our parents are a part of our "Parent Connection" Parent Committee where monthly education, trainings and resources are provided. The program provided 10 parent-child interactive Parent Connection Meetings with different themes. These workshops provide a great environment where families can come together to learn and support each other.

Parent Involvement Activities

- 11 parents were active members of the Head Start Policy Council.
- 10 "Parent Connection" meetings were held throughout the year, providing opportunities for parent education and feedback.
- 4 Parent Involvement in-class events were held this year and we had so many parents participate; these included pumpkin decorating, present wrapping, literacy reading, box car building.
- Nearly 100% of parents participated in monthly special events including Exodus Horse Farm, Coleman Fish Hatchery, Little Big Time, Pumpkin Patch, Halloween, Harvest Feast/Nutrition Dinner, and Box Car Races. These events provide opportunities for socialization and reinforcement of school readiness goals such as cultural education, letter and number recognition, language development, nutritional education, physical activity and social/ emotional development.

Family Services- Head Start

- 6 of families requested and received emergency/ crisis services
  2 of families requested and received housing services (homeless)
- 10 of families requested and were assisted with adult education
- 12 of families requested and received employment services
- 34 Family Goals were written
- 34 children participated in Bookworm Club

Family Services- Child Care

- 1 of families requested and received emergency/ crisis services
  1 of families requested and received housing services (homeless)
- 2 of families requested and were assisted with adult education
- 2 of families requested and received employment services
- 16 Family Goals were written
- 16 children participated in Bookworm Club

COMMUNITY PARTNERSHIPS

Community partners are essential in helping to enrich the fundamental services families need.

Cascade Union School District

SELPA

Redding Rancheria Tribal Health

California Highway Patrol

First 5 Shasta

NATTA- Native American Training & Technical Assistance

Far Northern Regional Center

TANF

Cal Works

LIFE Center

Tribal Child Care Association of California

Bridges to Success

Help Me Grow

Local Child Care Planning Council

CAAEYC (California Association of the Education of Young Children)

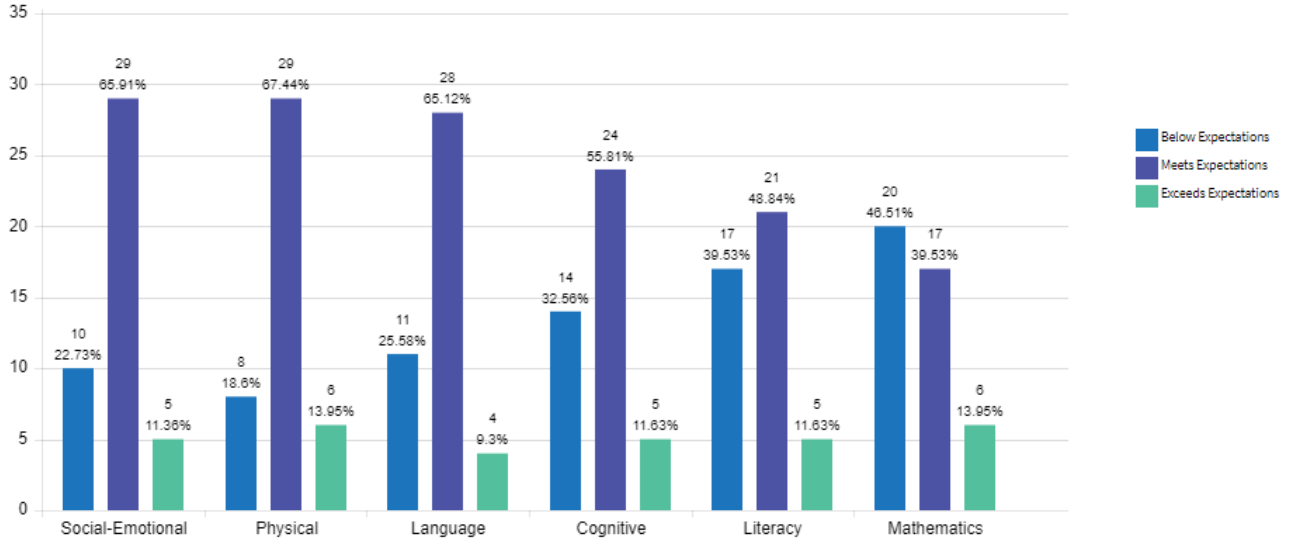
Shasta County ECE Advisory Board

SCHOOL READINESS

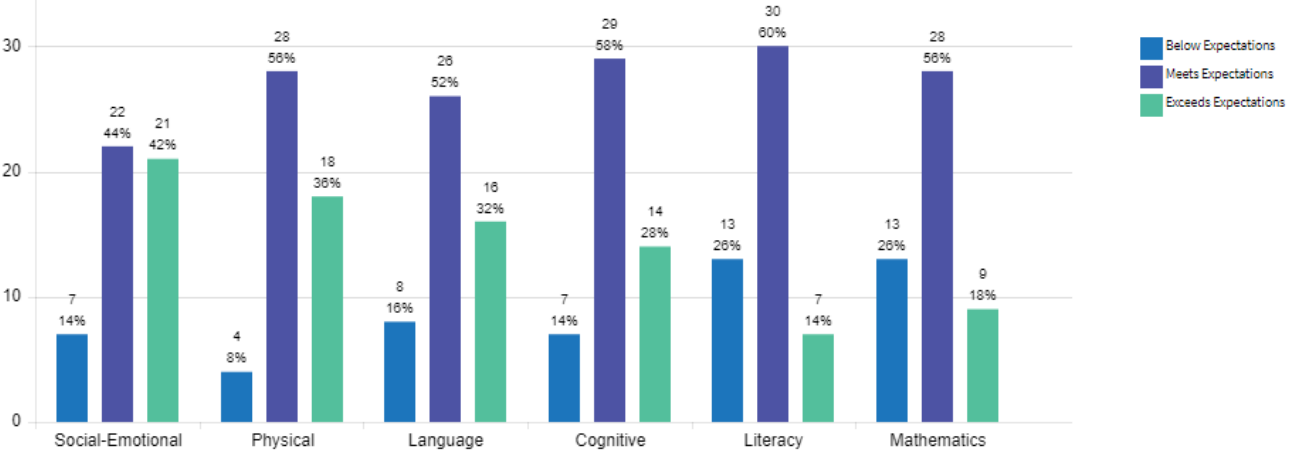
The Redding Rancheria Head Start and Child Care prepares children with the skills they need to have a successful transition into kindergarten and beyond. We achieve this by establishing school readiness goals that are age and developmentally appropriate. It is our goal to improve student equity and access to high-quality education. Our teachers are our greatest asset in providing the highest quality of education. School Readiness Goals are centered on social/emotional development, cognition, language and literacy, physical health and motor development. Our teachers are dedicated to providing a quality program for students and families. This has been further validated and confirmed by federal reviewers who gave the program numerous commendations.

Children are assessed three times per year using Teaching Strategies.

Redding Rancheria Head Start and Child Care
Fall 2019- Widely-Held Expectations



Redding Rancheria Head Start and Child Care
Spring 2020- Widely-Held Expectations



CLOSING STATEMENT

Head Start is committed to give every child, regardless of circumstances at birth, an opportunity to succeed in school and in life. Since its inception, Head Start has improved the lives of more than 32 million children and their families. Head Start is the place where, at an early age, children can acquire a life-long love of learning. The result for those children and families enrolled is that they became the focus of involved parents and many caring professionals. Children's developmental needs were identified and met; families were assisted in goal setting and managing emergencies. The Redding Rancheria Head Start program provided comprehensive parent education opportunities. On May 28th, 2020, 19 Head Start and 9 Child Care children graduated on to Kindergarten during our "drive thru" graduation ceremony. The goal of the Redding Rancheria is to support parents as educators of their children, and to assist in helping students meet their school readiness goals. These goals were achieved.

Coronavirus disease 2019 (COVID-19) has deeply impacted our Head Start & Child Care enrolled children and their families as well as staff and our community. We worked closely with our families to continue providing the best service possible to our students during the school closure through distance learning, homework packets, online communication, personal phone calls, support and a "drive-thru End of Year Celebration/ Transition to Kindergarten". We look forward to returning to a new normal in the Fall of 2021 as we continue our commitment to children and families in Shasta County.