

HEAD START ANNUAL REPORT ADDENDUM PROGRAM YEAR 2014/2015

July 18, 2016

Head Start of Encompass Community Services submits this addendum to the 2014-2015 Annual Report in order to comply with Sec. 644(a)(2) of the Head Start Act of 2007 and to share additional information about the program with parents, community partners, and the public. The specific areas addressed here are:

- (A) The total amount of public and private funds received and the amount from each source.
- (B) An explanation of budgetary expenditures and proposed budget for the fiscal year.
- (C) 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.
- (D) The results of the most recent review by the Secretary and the financial audit.
- (E) The percentage of enrolled children that received medical and dental exams.

This addendum should be viewed in conjunction with the previously published 2014-2015 Annual Report. Both are available to the public on the Encompass Community Services website.

Federal Monitoring Review Results

The U.S. Department of Health and Human Services (HHS) conducted three onsite Federal reviews during the Program Year 2014-2015. Results are summarized below.

Environmental Health and Safety

November 4, 2014 – November 7, 2014

The reviewers found no areas out of compliance during this extensive review.

CLASS

February 10, 2015 – February 13, 2015

The second review was a Classroom Assessment Scoring System (CLASS) Review. The reviewers scored teacher/child interactions at each of our sites. Three domains were measured on a 7 point scale. Our results were:

- Emotional Support: 6.3525
- Classroom Organization: 6.0833
- Instructional Support: 3.6417

These scores are above the 2014 National Head Start Grantee averages in each domain.

Fiscal/ERSEA (Eligibility, Recruitment, Selection, Enrollment, and Attendance)

March 2, 2015 – March 6, 2015

The third review found our program in compliance in 18 areas, and out of compliance in two areas concerning how we calculated our cost sharing or matching, known as in-kind. The program corrected

our procedures for collecting and calculating in-kind. A follow up monitoring review was conducted on September 16, 2015 and it was determined that the previously identified findings were closed.

Number of Children and Families Served

Data	HS	EHS	Comments
Funded Enrollment	455	170	
Actual Enrollment	494	235	Source: PIR
Total # of Families Served	474	207	Source: PIR
Average Monthly Enrollment	100%	100%	Source: EOM reporting
% of Eligible Children Served	77%	92%	Source: PIR, Income and categorically eligible children, no over-income or 130% over-income

Medical and Dental Exams for Enrolled Children

Health Indicator	HS	EHS	Comments
% of Enrolled Children who Received Health Screenings	93.7%	85.1%	Source: ChildPlus
% of Enrolled Children who Received Professional Dental Exam	89.5%	N/A	Source: ChildPlus

Financial Reports and Audit

November 1, 2014 – October 31, 2015

Total Federal Authorized Funds	\$6,291,879
Federal Share of Expenditures	\$6,291,879
Non-Federal Share	\$1,327,970
Non-Federal Share Expenditures	\$1,359,354
CACFP Revenue	\$197,147

Budgetary Expenditures Detail, 2014-2015

Salaries	\$4,462,579
Travel	\$10,610
Contractual	\$119,897
Equipment	--
Supplies	\$202,258
Other (ex: rent, utilities, janitorial, maintenance)	\$844,970
In Kind	\$1,327,970
Indirect Rate (administrative costs: fiscal oversight, HR, IT)	\$619,566
Leasehold improvements	<u>\$32,000</u>
Total Expenditures	\$7,619,849

Projected Funding

November 1, 2015-October 31, 2016

Serving 608 Children in 2015-2016

Program Operations	\$8,057,339
Training & Technical Assistance	\$99,177

Financial Audit

John J. Teuteberg, Certified Public Accountant, conducted an independent audit of Encompass Community Services and submitted an Independent Auditor's Report dated November 13, 2015. As stated in the auditor's report, "In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Encompass Community Services as of June 30, 2015 and 2014, and the changes in its net assets and its cash flows for the years then ended in conformity with account principles generally accepted in the United States of America."