



Annual Report

Fiscal Year 2017-2018

*Financial overview, family and community engagement, and
student achievement data for program year
August 1, 2017 – July 31, 2018*

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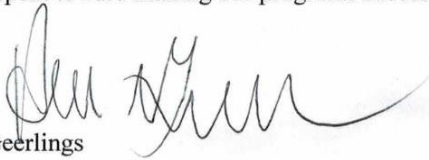
Introduction

This year marks another successful year! This year we expanded our program to increase the number of full-day preschool classrooms to meet the needs of students. We continue to serve over 400 children through our federally funded Head Start, Early Head Start, and private pay child care. We remain committed to school readiness and student achievement in all our programs. Our dedicated staff work daily to prepare our students for a successful future.

This year, students in both Head Start and Early Head Start programs met or exceeded all benchmark expectations. The teachers and children work hard each day to learn many skills and the success of our program shows our impact on the students. Within our programs, we also strive to have more than just the academic needs met. This year, 100% of our children received both their recommended dental exams as well as received their immunizations. That is something to celebrate!

Additionally, this year we passed our CLASS review (Classroom Assessment Scoring System). The review is randomly assigned to organizations as part of federally-funded grants. It assesses classroom quality for the evaluation of programs and also provides feedback to teachers to see how their teaching methods were working within the classroom. By participating in this review, our organization received helpful feedback in ways we can grow and become more beneficial to all the children we serve as well as seeing our current strengths.

As always, I would like to thank all our teachers, teacher assistants, floaters, bus drivers, food service associates, coaches, advocates, and program administrators. Year after year, our staff shows their commitment to assisting families and enabling our children to succeed. We praise their service and energy spent toward making our programs successful.



Heidi Geerlings
Board President

Agency Overview



History

Child Development Services of Ottawa County, Inc. (CDS Lakeshore Head Start) was founded in 1966 by a group of church members in Holland who were concerned that families were without alternative resources for child care. Through their efforts, Holland Day Care was established for 30 children.

The agency has since expanded to include federally funded Head Start and Early Head Start services along with private pay child care services. CDS, now serving over 400 children in six locations throughout Ottawa County, is a single purpose, private, non-profit corporation with 501(c)(3) status. All classrooms are licensed through the State of Michigan. The United Way, service groups, churches, and community-minded businesses in Ottawa and Allegan counties have played a crucial role in the founding, development, and support of the early childhood programs administered by CDS.

Our Vision

To be recognized as a premier educational agency providing young children and their families a head start toward a positive future.

Our Mission

In accordance with Head Start, a national program, CDS will promote school readiness by enhancing the social and cognitive development of children through the provision of educational, health, nutritional, social and other services to enrolled children and families.

Federal Review

During the week of March 26, 2018, the Administration for Children and Families sent a team to inspect the Head Start and Early Head Start operation of CDS. CDS Lakeshore Head Start's program was in compliance with all applicable Head Start Program Performance Standards, laws and regulations. There were no deficiencies and no corrective action was required.

Total Public and Private Funds Received

US Department Health and Human Services (DHHS)

| | |
|---------------------------------------------------------|-------------|
| Head Start Operations..... | \$2,684,555 |
| Head Start Training and Technical Assistance..... | 33,358 |
| Early Head Start Operations..... | 709,681 |
| Early Head Start Training and Technical Assistance..... | 12,377 |

US Department of Agriculture (USDA)

| | |
|-------------------------------------------------------|---------|
| Child and Adult Care Food Program..... | 191,770 |
| State of Michigan DHS Child Development and Care..... | 88,061 |
| United Way..... | 37,640 |
| Great Start Readiness Program..... | 131,700 |
| Child Care Tuition..... | 170,870 |
| Golf Outing Fundraiser..... | 32,725 |
| Miscellaneous Contributions..... | 21,239 |
| Interest Earned on Savings..... | 78 |
| Gain on Disposal/Sale of Assets..... | 0 |

Total Agency Funding..... \$4,114,054

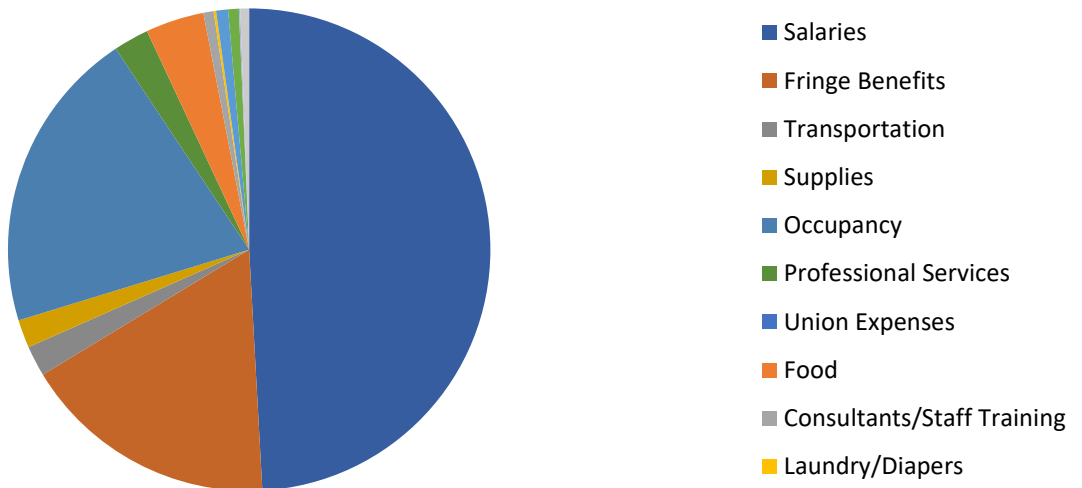
In-Kind

CDS Lakeshore Head Start is required to provide at least 20% of our federal budget with in-kind from non-federal sources. For the grant year ending 7/31/2018, this totaled \$859,969 consisting of the value of donated space, services and supplies.



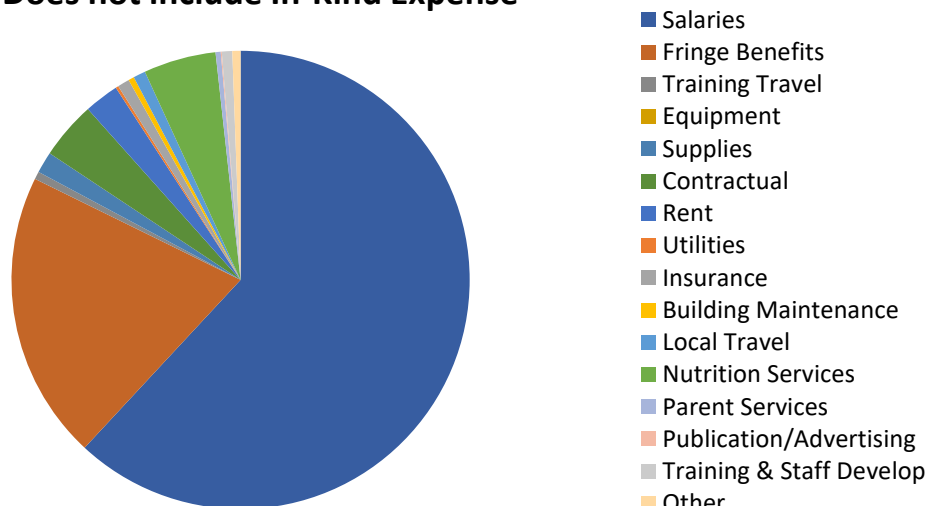
Expenses and Proposed Budget

2017-2018 Expenses \$4,802,111



2018-19 Proposed Budget \$4,003,587

*Does not include In-Kind Expense



Independent Audit

The Independent Audit for August 1, 2017 through July 31, 2018 was issued on January 15, 2019 by Meynard, Tolman & Venlet, p.c. with no findings. The complete audit report and 990 tax return is available upon request and can be viewed online at www.cdsoc.org.



Education & Student Progress Data

Kindergarten and school readiness are at the forefront of what CDS Lakeshore Head Start strives to achieve. We begin this process immediately, when children enter our classroom doors. This starts for some children at 6 weeks old in our Early Head Start and child care programs, prenatally in our home based program and at three to four years old in our Head Start program. All of our programs utilize Creative Curriculum GOLD, which spans ages from birth to third grade. Because of this, we can ensure each child is receiving a quality individualized education.



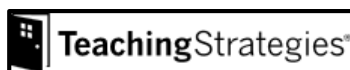
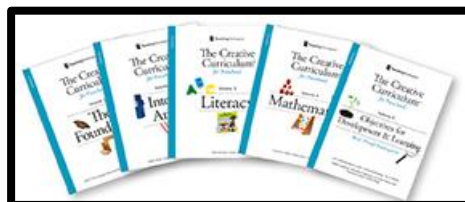
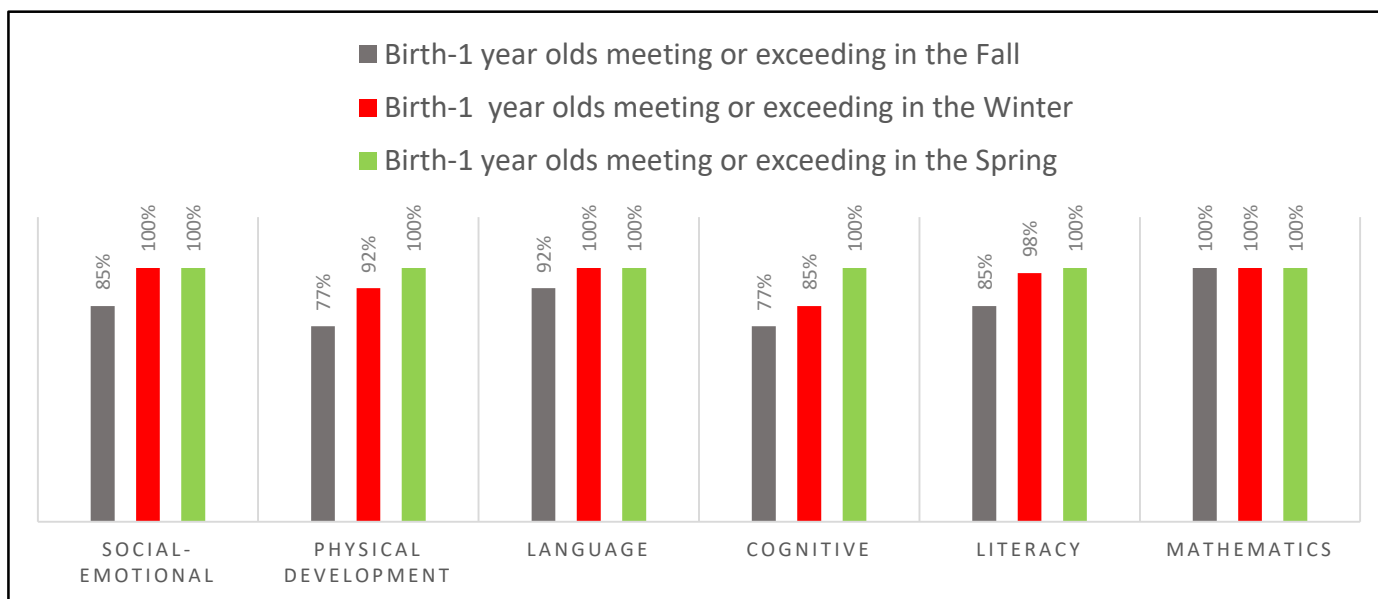
Throughout the year our teachers observe, document, individualize and differentiate to meet the needs of all children in our programs. Through pictures, portfolio artifacts, observations, screenings and assessments, we are able to track children's successes and areas for improvement. Our teachers input this data into the online curriculum to see the level at which the children are functioning. Three times per year, comprehensive assessments (GOLD Checkpoints) are completed to show if children are below, meeting or exceeding expectations (*see graphs on pages 6-10*). We then use this data to plan activities that are effective and appropriate for the children we serve in order to continue improving the children's scores. The data from the fall, winter, and spring show most children have growth in all areas within the 2017-2018 program year. By referencing Michigan State Early Learning Standards and the Head Start Early Learning Outcomes Framework in conjunction with our curriculum and readiness goals, we are helping to ensure children are prepared for kindergarten. It is our goal to provide multiple opportunities for each child to feel and become successful.

In addition, the partnerships we maintain with local school districts, as well as the Intermediate School District, allow our staff to be well-informed of the requirements of our children when they enter kindergarten in Ottawa County. Through professional development opportunities and individual trainings and coaching sessions, our teaching staff are constantly aware of any changes that may be occurring in the early childhood education field.

Education & Student Progress Data

Birth- 1 year old

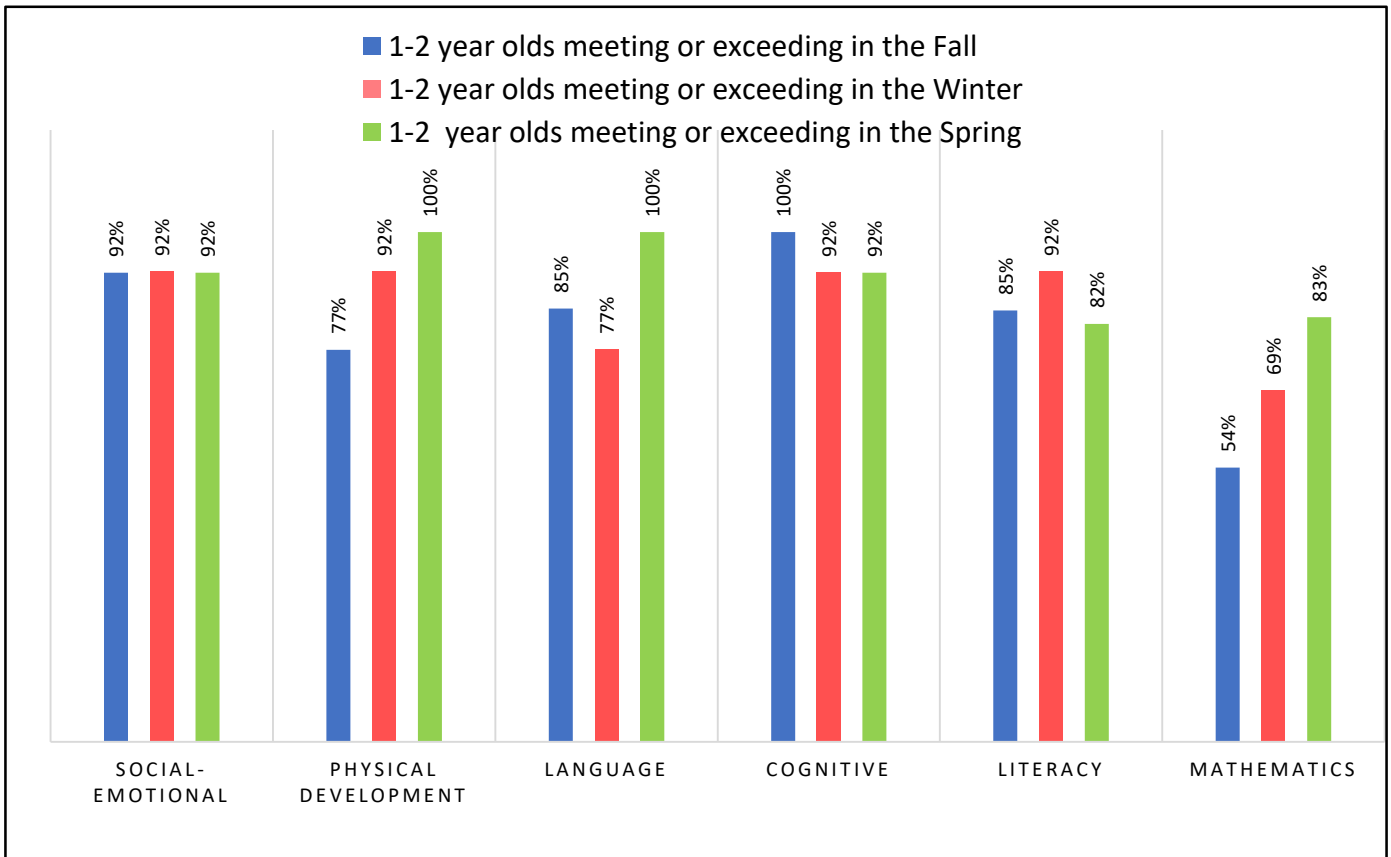
| Full Year Data | Birth-1 year olds meeting or exceeding in the Fall | Birth-1 year olds meeting or exceeding in the Winter | Birth-1 year olds meeting or exceeding in the Spring |
|----------------------|----------------------------------------------------|------------------------------------------------------|------------------------------------------------------|
| Social-Emotional | 85% | 100% | 100% |
| Physical Development | 77% | 92% | 100% |
| Language | 92% | 100% | 100% |
| Cognitive | 77% | 85% | 100% |
| Literacy | 85% | 98% | 100% |
| Mathematics | 100% | 100% | 100% |



Education & Student Progress Data

1-2 year old

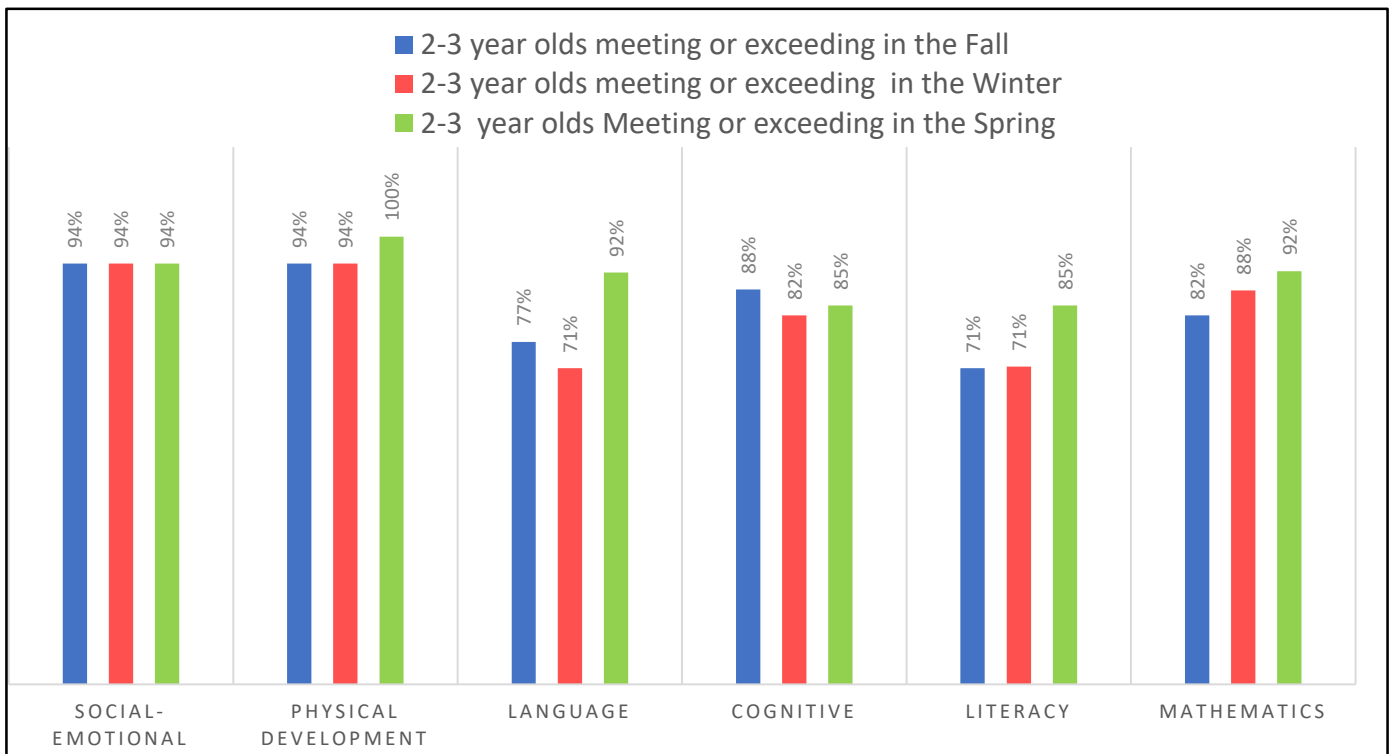
| Full Year Data | 1-2 year olds meeting or exceeding in the Fall | 1-2 year olds meeting or exceeding in the Winter | 1-2 year olds meeting or exceeding in the Spring |
|----------------------|------------------------------------------------|--------------------------------------------------|--------------------------------------------------|
| Social-Emotional | 98% | 98% | 98% |
| Physical Development | 100% | 100% | 100% |
| Language | 100% | 100% | 100% |
| Cognitive | 88% | 100% | 100% |
| Literacy | 86% | 100% | 100% |



Education & student progress data

2-3 year old

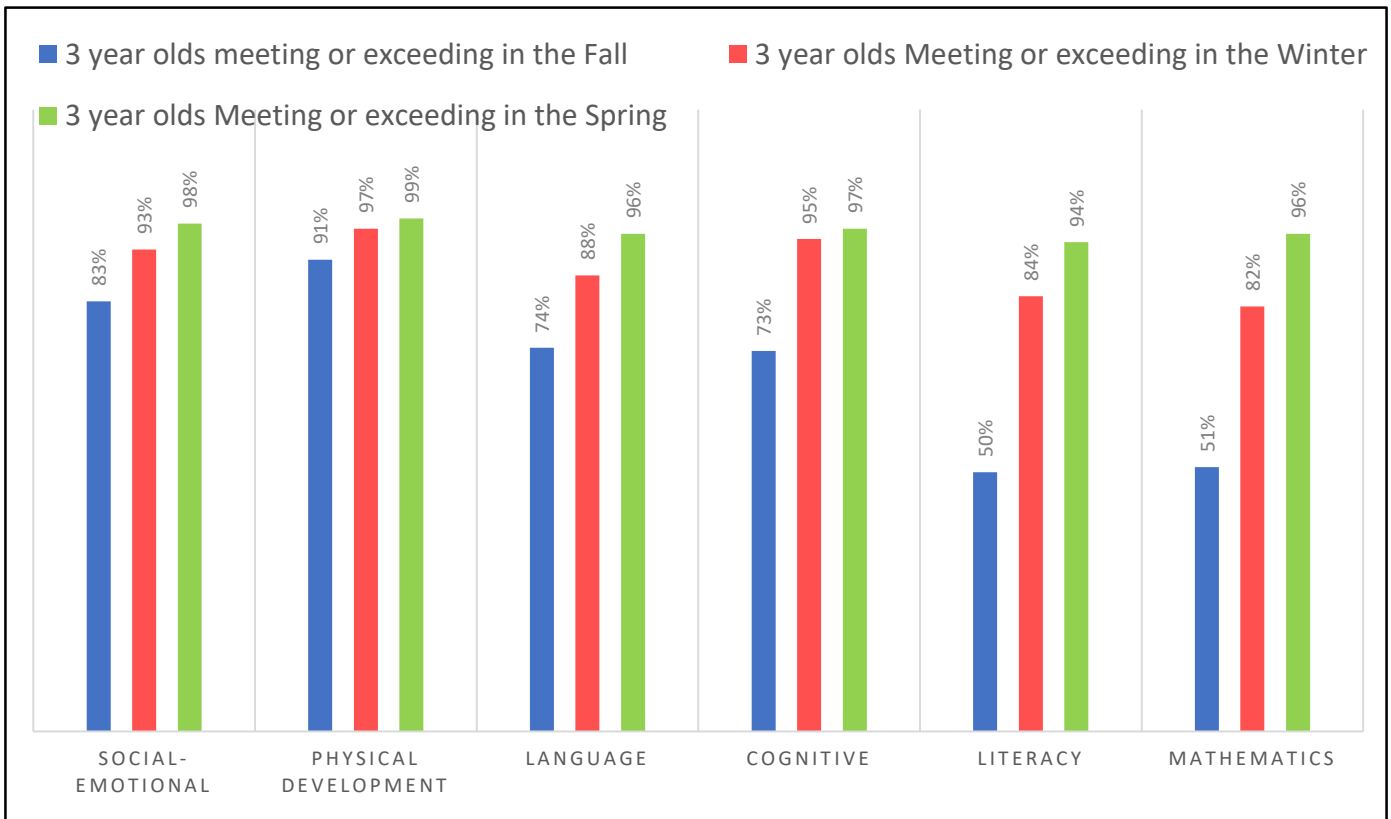
| Full Year Data | 2-3 year olds meeting or exceeding in the Fall | 2-3 year olds meeting or exceeding in the Winter | 2-3 year olds Meeting or exceeding in the Spring |
|----------------------|------------------------------------------------|--------------------------------------------------|--------------------------------------------------|
| Social-Emotional | 98% | 100% | 100% |
| Physical Development | 96% | 100% | 100% |
| Language | 92% | 98% | 100% |
| Cognitive | 89% | 92% | 100% |
| Literacy | 74% | 85% | 100% |
| Mathematics | 82% | 95% | 100% |



Education & Student Progress Data

3 year old

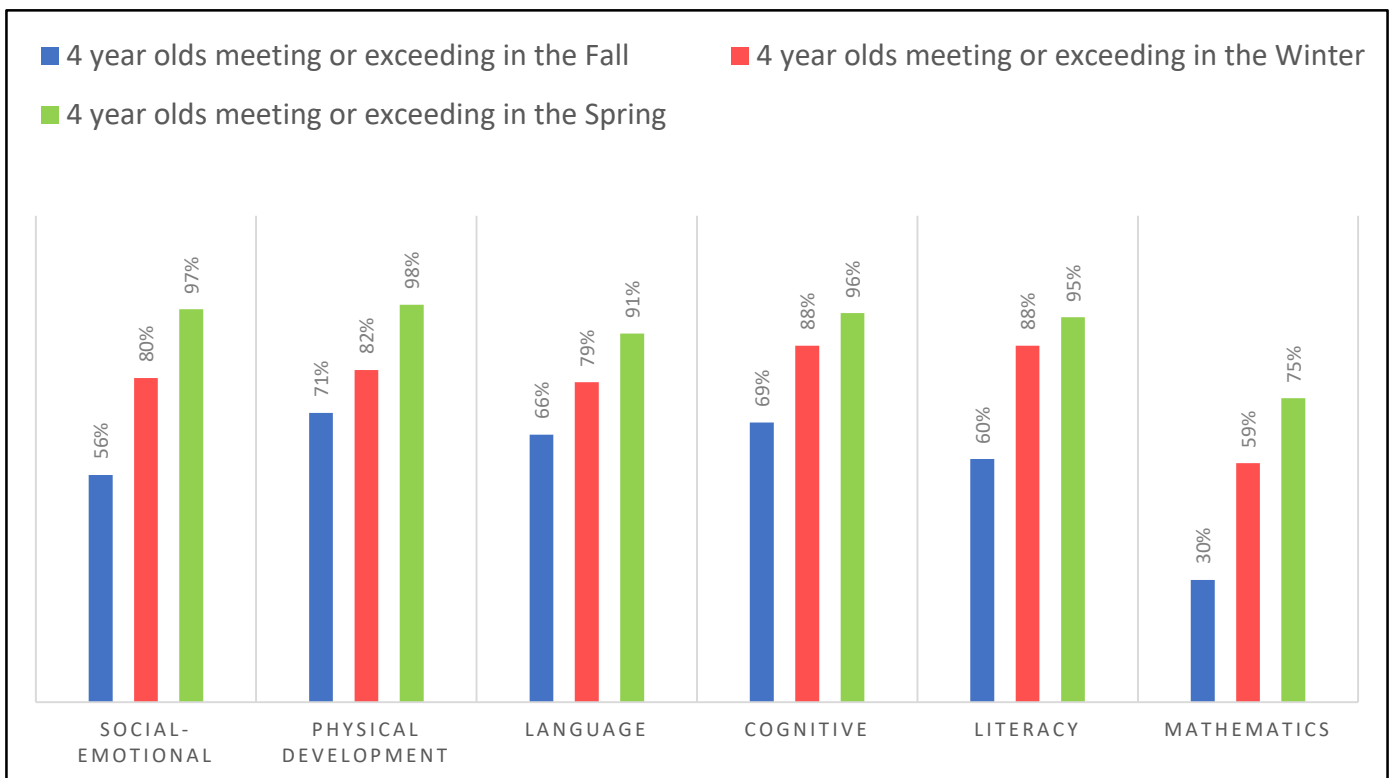
| Full Year Data | 3 year olds meeting or exceeding in the Fall | 3 year olds Meeting or exceeding in the Winter | 3 year olds Meeting or exceeding in the Spring |
|----------------------|----------------------------------------------|------------------------------------------------|------------------------------------------------|
| Social-Emotional | 74% | 95% | 98% |
| Physical Development | 79% | 97% | 97% |
| Language | 61% | 89% | 91% |
| Cognitive | 65% | 94% | 98% |
| Literacy | 53% | 87% | 88% |
| Mathematics | 61% | 96% | 98% |



Education & Student Progress Data

4 year old

| Full Year Data | 4 year olds meeting or exceeding in the Fall | 4 year olds meeting or exceeding in the Winter | 4 year olds meeting or exceeding in the Spring |
|----------------------|----------------------------------------------|------------------------------------------------|------------------------------------------------|
| Social-Emotional | 27% | 83% | 100% |
| Physical Development | 38% | 92% | 98% |
| Language | 43% | 89% | 100% |
| Cognitive | 35% | 95% | 100% |
| Literacy | 35% | 89% | 98% |
| Mathematics | 27% | 77% | 100% |



Enrollment



- The total number of families/children served during the 2017-2018 school year was 75 families representing 99 children in Early Head Start and 323 families representing 380 children in Head Start.
- Monthly enrollment (as a percent of funded enrollment) was 100% for August 2017-July 2018 for Head Start. Early Head Start was also at 100% for August 2017-2018
- The percentage of eligible children served was 84% in Head Start and 78% in Early Head Start. These percentages represent the number of children served versus the number of eligible applications received.
- Statistics for the year showed 47% of children served were 4 year-olds in Head Start and 60% were minorities. Early Head Start showed 69% of children served were minorities.
- End of month waiting lists ranged from 0-25 for Early Head Start and 0-110 for Head Start. According to census data, there were 2,222 children under the age of 5 living in poverty in Ottawa County in 2010.
- Average daily attendance rates for the program year in Early Head Start was 93.5% and in Head Start was 87.06%, which were both above the required rate of 85% attendance.

Medical and Dental Exams

- 90% of the 352 **Head Start** children served at any time during the 2017-2018 program year had a dental exam in the last 12 months.
- 94% of children were up-to-date on a schedule of health services which includes: Physicals, Hearing & Vision Screenings, Growth Assessments, Hemoglobin, Blood Pressure, and Blood Lead Level.

Enrollment

Disabilities and Mental Health

CDS recruits children with disabilities and maintains a minimum of 10% enrollment for children who have a disability that requires special education services. CDS screens all children for possible delays and works closely with the local school districts on referrals for additional assessments and providing on-site special education services when possible. CDS does not deny placement on the basis of a disability when Head Start is an appropriate placement according to the child's Individualized Education Plan (IEP) or Individualized Family Service Plan (IFSP).

- CDS Lakeshore Head Start utilizes the PLS-5 Screener (Preschool Language Scale) to help identify children with possible speech or language delays. From those screeners, 39 enrolled children were referred for further assessments.
- 23.12 % of funded enrollment were children with special education needs.
- 30 children entered the program with an IEP and 18 children received an IEP during the program year. 10 children entered with an IFSP and 14 children received an IFSP during the program year.
- 29 children were identified for a mental health consultation with our on-staff mental health consultant who works with teachers and families to support positive behavior and social/emotional growth in children.
- 13 children were referred to local mental health agencies during the school year.



Parent Engagement

Parent Involvement

Parents are strongly encouraged to be involved in their child's education, as parents are the first and most important teachers of their children. There are many opportunities for parents to participate and be engaged in the programs at CDS. Parents are provided weekly "Home Link" activities to work on with their children at home to continue the lessons and themes taking place in the classrooms. Parents are always invited to volunteer in their child's classroom as well as work from home to complete needed projects.

Parents provide valuable input into program operations, policies and procedures by serving on the agency's Policy Council where they review monthly finance statements, enrollment and attendance, and approve all hiring decisions. CDS also hosts two committees that parents are encouraged to participate in: Health Advisory and Education Advisory where they discuss nutrition concerns and components of the curriculum. In addition, parents assist with our annual self-assessment process, attend family nights, fatherhood events, and field trips.



Community Engagement

Community Partnerships

CDS would not be able to provide the necessary services to children and families without the support of our surrounding community. We actively seek and maintain meaningful community partnerships and would like to thank the following:

| | | |
|-----------------------------------------------|-----------------------------------------------------|----------------------------------------------------------|
| • Allendale Public Schools | • Grand Haven Public Schools | • Muskegon Public Schools - Head Start |
| • Allendale Township Library | • Grand Valley State University | • Ottawa Area Intermediate School District |
| • Bethany Christian Services | • Great Start Collaborative | • Ottawa County Department of Public Health |
| • Buen Pastor Ministries – Migrant Head Start | • Great Start School Readiness Program | • Ottawa County Dept. of Public Health - Miles of Smiles |
| • CALL 2-1-1 of Ottawa County | • Head Start of Kent County | • Outdoor Discovery Center |
| • Center for Women in Transition | • Herman Miller Cares • Herrick District Library | • Pathways |
| • Child Protective Services | • Holland Christian Schools | • Ready for School |
| • City on a Hill Ministries | • Holland Hospital Behavioral Health | • SCAN Council |
| • Community Action Agency of Allegan County | • Holland Public Schools | • Spring Lake District Library |
| • Community Action Agency of Ottawa County | • Holland Rescue Mission | • Spring Lake Public Schools |
| • Community Action House | • Hudsonville Public Schools | • United Way – Greater Ottawa County |
| • Community Mental Health | • InterCare Community Health Network | • West Michigan Pediatric Dentistry |
| • Coopersville Public Schools | • Jenison Public Schools | • West Ottawa Public Schools |
| • Coopersville Township Library | • Kids Food Basket | • WIC of Ottawa County |
| • Early On • DeWitt foundation | • Loutit Public Library | • Zeeland Public Schools |
| • Good Samaritan Ministries | • Michigan West Coast Chamber of Commerce | |