

# NEK-CAP, Inc

# Annual Report

---

Early Head Start  
Head Start  
2023-2024



---

[www.nekcap.org](http://www.nekcap.org)

# Our Mission

---

We provide comprehensive education and social services to low-income community members through collaborative partnerships focused on promoting the development of individuals and families, empowerment, and economic security.



# Our Vision

---

One by one all individuals, families, and communities become self-reliant.

# Introduction

---

It is with great pleasure and enthusiasm that we present to you the annual report for Early Head Start and Head Start programs and services for the 2023-2024 year. Within these pages, you will find a comprehensive overview of our endeavors, achievements, and the impact we've had on the lives of young children and their families over the past year.

In this report, we delve into the heart of our mission: to provide comprehensive education and social services to low-income community members through collaborative partnerships focused on promoting the development of individuals and families, empowerment, and economic security. Through our programs, resources, and partnerships, the program strives to create a nurturing space that supports not only the intellectual development but also the emotional, social, and physical growth of each child and family.

As you read through the report, you will discover:

1. **Milestones and Achievements:** Staff celebrating the milestones achieved by the young learners, showcasing their progress in various developmental domains, as well as staff achievements and highlights of staff.
2. **Community Engagement:** Learn about the collaborative efforts with parents, caregivers, educators, and community stakeholders to create a supportive network for children and families.
3. **Impact Stories:** Hear firsthand accounts from families whose lives have been positively impacted by our programs and services.
4. **Financial Overview:** Gain insights into the allocation of resources and the financial stewardship that underpins our operations.
5. **Future Outlook:** Discover our strategic vision and goals for the upcoming year as we continue to evolve and adapt to the changing needs of our community and staff.

This report is not just a reflection of our achievements; it is a testament to the unwavering commitment and dedication of the entire team, volunteers, and supporters who tirelessly work towards our shared vision of a brighter future for every child.

The program extends our heartfelt gratitude to you for your continued support and partnership in this journey. Together, we are making a profound difference in the lives of our youngest citizens, laying the foundation for a society built on compassion, curiosity, and boundless potential.

Thank you,  
Kimberly Lackey  
EHS/HS Director

# Contents

- Introduction ..... 3
- Program Goals..... 5
- Service Area ..... 8
- Early Head Start Data..... 11
- Head Start Data..... 12
- Family Engagement..... 13
- Human Resources ..... 14
- Fiscal Information ..... 15
- Volunteers..... 30
- Nutrition..... 31
- Education ..... 32
- Health Services..... 40
- Prenatal Health Services ..... 41
- Success Stories ..... 41

# Program Goals

---

## **Goal #1**

NEK-CAP, Inc. will be recognized as an agency that delivers exemplary comprehensive services to children, families, and the community.

## **Goal #2**

NEK-CAP, Inc. EHS/HS will aspire to be an exemplary place of employment.

## **Goal #3**

NEK-CAP, Inc. will utilize innovation to support dynamic growth.



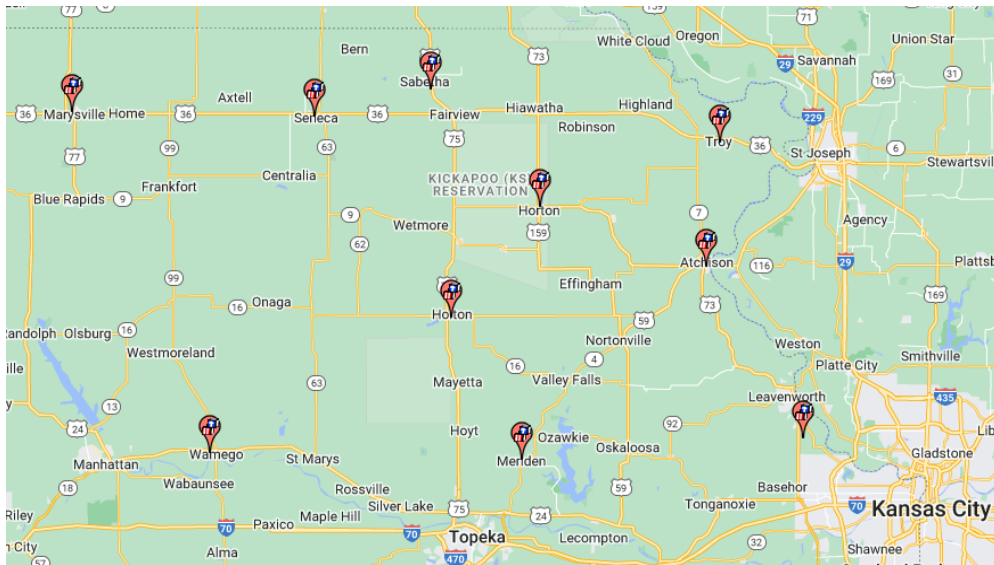
<b>Goal # 1. NEK-CAP Inc. will be recognized as an agency that delivers exemplary comprehensive services to children, families, and the community.</b>	
<b>Action/Strategy</b>	<b>2023-2024 Progress</b>
A.4 Implement plan for community and parent engagement, as well as improve enrollment	The EHS/HS Management team has made great strides in community engagement and management level connections. Community partnerships are key to the success of the programs and this remains top priority.
A.5 Health services management will have quarterly contact with Health Services Advisory (review or expand membership, data sharing outside of meetings)	The program has an established Health Advisory committee. Management is doing well bringing current information to this committee and then reporting/sharing what the committee recommends. This committee continues to provide expertise to areas related to health, dental, nutrition, and mental health.
<b>Goal # 2. NEK-CAP Inc. EHS/HS will aspire to be an exemplary place of employment.</b>	
<b>Action/Strategy</b>	<b>2023-2024 Progress</b>
A.1 Review current onboarding process and determine effectiveness with new staff and management	During this program year, the management team has solidified professional development plans for onboarding and new staff orientation. The state fingerprinting process continues to be an inconsistent piece to the onboarding process. However, the HR Director has built a partnership with the state office and is able to ask questions and seek clarifications if needed.
B.4 Create semi-annual open forums for discussion around professional development and training i.e. virtual	This action step has yet to be achieved. The management team does utilize staff feedback for planning purposes and considers these things when planning. The management team has also provided position specific training and professional development and ensuring topics are geared towards the appropriate audience.
<b>Goal # 3. NEK-CAP Inc. will utilize innovation to support dynamic growth</b>	
<b>Action/Strategy</b>	<b>2023-2024 Progress</b>
A.2 Establish data analysis procedure. Ex. Set deadlines, report back to staff	The program has done well providing data related feedback to staff and establishing the “why” behind procedures and policies. Data

	continues to be at the forefront of meetings and management level discussions.
B.2 Establish monitoring and oversight process/protocol for each position	This action step was worked on and completed with newly formed task lists for each position, as well as detailed professional development plans. The information and resources are now embedded in all plans and a timeline can be formed for a more individualized approach.

# Service Area

---

NEK-CAP, Inc. provides Early Head Start and/or Head Start services to the nine counties listed here- Atchison, Brown, Doniphan, Jackson, Jefferson, Leavenworth, Nemaha, Marshall, and Pottawatomie.



## **Atchison County**

Three extended day Head Start classrooms and three Early Head Start Child and Family Advocates and two Family Development Advocates.

## **Brown County**

Two extended day Head Start classrooms (one in Horton, KS and the other in Sabetha, KS) and two Early Head Start Child and Family Advocates and two Family Development Advocates.

## **Doniphan County**

One Early Head Start Child and Family Advocate.



### **Jackson County**

One extended day and two part day Head Start classrooms and one Early Head Start Child and Family Advocates and two Family Development Advocates. This center is located in the Annie Laurie Johnson Center (the only center owned by the program) in Holton.

### **Jefferson County**

One extended day Head Start classroom and one Early Head Start Child and Family Advocate and one Family Development Advocate.

### **Leavenworth County**

Two full day Head Start classrooms and three Early Head Start Child and Family Advocates and two Family Development Advocates.

### **Marshall County**

One extended day Head Start classroom and one Early Head Start Child and Family Advocate and one Family Development Advocate.

### **Nemaha County**

One part day Head Start classroom and one Early Head Start Child and Family Advocate and one Family Development Advocate.

### **Pottawatomie County**

One Early Head Start Child and Family Advocate.

### **Overall Program Information**

NEK-CAP, Inc. has three-part day Head Start classrooms (128 days for 3.5 hours a day) serving 51 children and ten extended day Head Start classrooms (1020 hours per program year) serving 197 children, totaling 238 Federally funded Head Start children.

NEK-CAP, Inc. employed 14 Child and Family Advocates providing home base services in 9 counties, serving 160 Federally funded Early Head Start children and prenatal women.



## Early Head Start Data

In 2023-2024 the Early Head Start program served 159 children, 22 pregnant women, for a total of 181 slots served. Out of the 181 slots, there were 131 families served.

The graphs below display the Early Head Start data.

<b>Race</b>	
American Indian or Alaska Native	9
Asian	0
Black or African American	14
Native Hawaiian/Pacific Islander	3
White	128
Biracial/Multiracial	27
<b>Ethnicity</b>	
Hispanic or Latino origin	17

	<i># of families</i>
Total number of families	131
The number of two-parent families	58
The number of single-parent families	73
<b>Families by Education level of Parents/Guardians</b>	
An advanced degree or baccalaureate degree	6
An associate degree, vocational school, or some college	33
A high school graduate or GED	81
Less than high school graduate	11
<b>Employment Status of Parents/Guardians at enrollment</b>	
At least one parent/guardian is employed	91
The number in which one or more parent/guardian is in job training	87
The number in which one or more parent/guardian is in school	13
Neither/No parent/guardian is employed, in job training, or in school	40

<b>Federal Assistance Programs</b>	<b>Number of Families at enrollment</b>	<b>Number of Families at End of Year Enrollment</b>
Total number of families receiving any cash benefits or other services under the Federal Temporary Assistance for Needy Families (TANF) program	0	3
Total number of families receiving Supplemental Security Income (SSI)	4	12
Total number of families receiving services under the Special Supplemental Nutrition Program for Women, Infants and Children (WIC)	99	101
Total number of families receiving services under the Supplemental Nutrition Assistance Program (SNAP)	76	77

**Head Start Data**

In 2023-2024 the Head Start program served 201 children, with a total of 182 families.

The graphs below display the Head Start data.

<b>Race</b>	
American Indian or Alaska Native	10
Asian	1
Black or African American	23
Native Hawaiian/Pacific Islander	1
White	139
Biracial/Multiracial	27
<b>Ethnicity</b>	
Hispanic or Latino origin	31

	<i># of families</i>
Total number of families	182
The number of two-parent families	81
The number of single-parent families	101
<b>Families by Education level of Parents/Guardians</b>	
An advanced degree or baccalaureate degree	8
An associate degree, vocational school, or some college	69
A high school graduate or GED	90

Less than high school graduate	15
<b>Employment Status of Parents/ Guardians at enrollment</b>	
At least one parent/guardian is employed	148
The number in which one or more parent/guardian is in job training	10
The number in which one or more parent/guardian is in school	6
Neither/No parent/guardian is employed, in job training, or in school	34

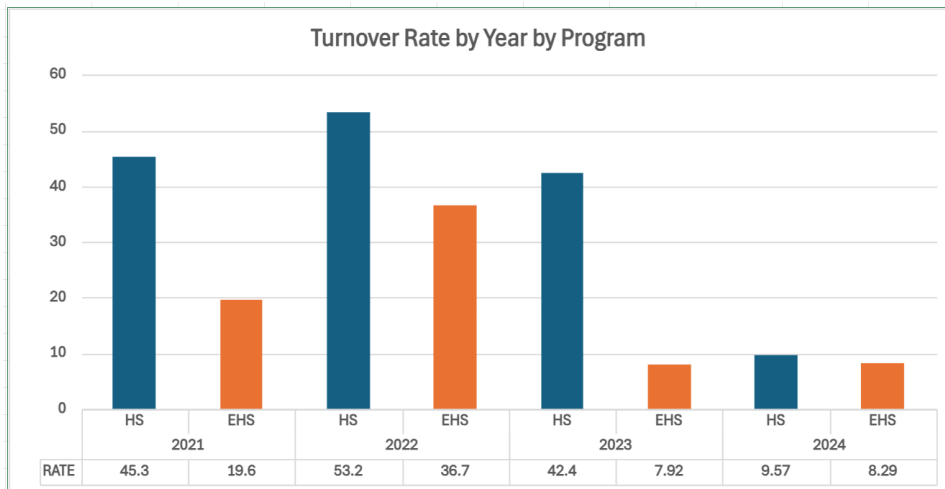
<b>Federal Assistance Programs</b>	<b>Number of Families at enrollment</b>	<b>Number of Families at End of Year Enrollment</b>
Total number of families receiving any cash benefits or other services under the Federal Temporary Assistance for Needy Families (TANF) program	0	2
Total number of families receiving Supplemental Security Income (SSI)	4	7
Total number of families receiving services under the Special Supplemental Nutrition Program for Women, Infants and Children (WIC)	66	67
Total number of families receiving services under the Supplemental Nutrition Assistance Program (SNAP)	58	56

## Family Engagement

For the 2023-24 program year, NEK-CAP, Inc. continues to engage parents through family engagement activities (4 a program year), parent committees (3 a program year), Policy Council (7 a year), observation of their child, socializations (2 a month), home visits, learning genie – the list goes on. We have revamped our Self Sufficiency Matrix (Family Development Partnership) to help the program identify the needs of the families, the strengths of the PFCE efforts, and areas for improvement. This year approximately 111 EHS and 153 HS parents duplicated completed the Self Sufficiency Matrix. 324 duplicated parents attended the 29 family engagement activities held in our 8-county area. Spring 2024, 7 of the Head Starts included a Fatherhood event, 75 parents unduplicated participated. 185 EHS parents duplicated attended the approximately 176 socializations held in the 9-county area. Twenty-seven parents from 7 counties participated in the Policy Council. Quorum was met at each of the 7 meetings.

## Human Resources

NEK-CAP, Inc. EHS/HS employed approximately 96 staff with 23 staff being current or past EHS/HS parents. This is an area that saw considerable changes in relation to staff retention and the recruitment of new staff. The program went through a staffing restructuring in December 2023. This data proves the success of such changes. The graph below displays the turnover rates for the previous 4 years.



The Human Resources department continues to adjust and make progress. During this program year, Executive Leadership and EHS/HS Management staff focused on wellness and overall staff retention. This is an area that requires innovative thinking and consistent communication with staff, board members, and program leadership. Staff retention will continue to be an area that is focused on during the next program year.



## Fiscal Information

### Audit Report April 1, 2023 – March 31, 2024

Please visit the **Administrative Department & Reports** page under “About Us” of the NEK-CAP, Inc. website at [www.nekcap.org](http://www.nekcap.org) for the full audit.

234 South Main  
Ottawa, Kansas 66067  
(785) 242-3170  
(785) 242-9250  
[www.ag.cpa](http://www.ag.cpa) WEB SITE



Harold K. Mayes, CPA  
Lucille L. Hinderliter, CPA

#### INDEPENDENT AUDITOR'S REPORT

Board of Directors  
Northeast Kansas Community Action Program Inc.  
Hiawatha, Ks.

##### Opinion

We have audited the accompanying financial statements of Northeast Kansas Community Action Program Inc. (a nonprofit organization) which comprise the statements of financial position as of March 31, 2024, and the related statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Northeast Kansas Community Action Program Inc. as of March 31, 2024, and the changes in its net assets and cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

##### Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Northeast Kansas Community Action Program Inc. and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

##### Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Northeast Kansas Community Action Program Inc.'s ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

##### Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Northeast Kansas Community Action Program Inc.'s internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about northeast Kansas Community Action Program Inc.'s ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

#### **Report on Supplementary Information**

Our audit was conducted for forming an opinion on the financial statements as a whole. The accompanying additional information pages 24 to 74 are presented for additional analysis and are not a required part of the basic financial statements. The accompanying schedule of expenditures of federal awards, as required by Title 2 *U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is also presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements taken as a whole.

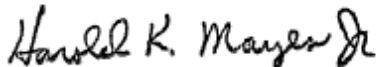
#### **Report on Summarized Comparative Information**

In our opinion, the summarized comparative information presented herein as of and for the year ended March 31, 2024 is consistent, in all material respects, with the audited financial statements from which it has been derived.

#### **Other reporting required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated September 18, 2024 on our consideration of Northeast Kansas Community Action Program Inc.'s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance.

That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Northeast Kansas Community Action Program Inc.'s internal control over financial reporting and compliance.



Harold K. Mayes Jr. CPA  
Agler & Gaeddert, Chartered  
Ottawa, Kansas  
September 18, 2024



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING  
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL  
STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

Board of Directors  
Northeast Kansas Community Action Program Inc.  
Hiawatha, Ks.

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of Northeast Kansas Community Action Program Inc. as of and for the year ended March 31, 2024, and the related notes to the financial statements, which comprise the Northeast Kansas Community Action Program Inc.'s financial statements, and have issued our report thereon dated September 18, 2024.

**Report Internal Control over Financial Reporting**

In planning and performing our audit of the financial statement, we considered the Northeast Kansas Community Action Program Inc.'s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statement, but not for the purpose of expressing an opinion on the effectiveness of the Northeast Kansas Community Action Program Inc.'s internal control. Accordingly, we do not express an opinion on the effectiveness of the Northeast Kansas Community Action Program Inc.'s internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

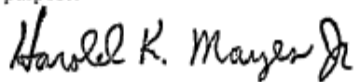
Our consideration of the internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in the internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses, as defined above. However, material weaknesses may exist that have not been identified.

**Report Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Northeast Kansas Community Action Program Inc.'s financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Harold K. Mayes Jr CPA  
Agler & Gaeddert, Chartered  
Ottawa, Kansas  
September 18, 2024

**NORTHEAST KANSAS COMMUNITY ACTION PROGRAM, INC.**

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**

Year ended March 31, 2024

Federal CFDA Number	Identifying Number	Federal Grants	Federal Expenditures
<b>U.S. DEPARTMENT OF AGRICULTURE</b>			
Passed through Kansas Department of Education:			
10.558	P0006-CTR-2022/2023	\$ 49,480	\$ 54,215
	P0006-CTR-2023/2024	80,858	81,986
	<b>Total U.S. Department of Agriculture</b>	<b>130,338</b>	<b>136,201</b>
<b>U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT</b>			
Passed through Kansas Housing Resources Corporation:			
14.231	ESG-FFY2022	3,755	3,755
	ESG-FFY2022	6,085	6,085
	ESG-FFY2022	190	190
	E23-NEKCAP	8,179	8,179
	E23-NEKCAP	4,855	4,855
	<b>Total</b>	<b>23,064</b>	<b>23,064</b>
<b>Passed through Kansas Housing Resources Corporation:</b>			
14.239	M-20-SG-20-0170	119,554	126,009
	M-23-SG-20-0200	36,677	29,722
	<b>Total</b>	<b>156,231</b>	<b>155,731</b>
<b>Direct Program:</b>			
14.267	KS0057L7P072112	62,738	62,738
	KS0057L7P072213	106,804	106,804
	<b>Total</b>	<b>169,542</b>	<b>169,542</b>
14.871	KS168	847,221	830,085
<b>Section 8 - Housing Choice Vouchers (Housing Voucher Cluster)</b>			
14.896	FSS23KS4985-01-00	60,214	60,214
	FSS23KS4985-01-01	18,498	18,498
	<b>Total</b>	<b>78,712</b>	<b>78,712</b>
	<b>Total U.S. Department of Housing and Urban Development</b>	<b>1,274,770</b>	<b>1,257,134</b>

**NORTHEAST KANSAS COMMUNITY ACTION PROGRAM, INC.**

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
FOR THE YEAR ENDED MARCH 31, 2024

Federal CFDA Number	Identifying Number	Federal Grants	Federal Expenditures
<b>U.S. DEPARTMENT OF ENERGY</b>			
Passed through Kansas Housing Resources Corporation:			
81.042	WAPBIL-DOE-04	\$ 104,679	\$ 104,679
	<b>Total</b>	<b>104,679</b>	<b>104,679</b>
<b>U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES</b>			
Pass through Wichita State University/KDHE/CDC:			
93.268	NEK-CAP/R53008	211,225	211,225
	<b>Total</b>	<b>211,225</b>	<b>211,225</b>
<b>Passed through Kansas Housing Resources Corporation:</b>			
93.569	22 CSBG 05	0	21,176
	23 CSBG 05	558,743	558,743
	23 CSBG DISC 05A	25,850	25,850
	22 CSBG DISC 05B	7,000	12,000
	23 CSBG DISC 05B	7,000	6,069
	<b>Total</b>	<b>598,593</b>	<b>623,838</b>
<b>Passed through (KACAP) Kansas Association of Community Action Programs:</b>			
93.569	NEK-CAP/RPIC	8,000	8,000
	<b>Total</b>	<b>8,000</b>	<b>8,000</b>
<b>Direct Program:</b>			
93.600	07CH011099/05	\$ 4,630,402	\$ 4,630,402
	07CH011099/05	1,401,999	1,401,999
	07CH011099/05	45,159	45,159
	07CH011099/05	30,916	30,916
	<b>Total</b>	<b>6,108,476</b>	<b>6,108,476</b>
<b>Total U.S. Department of Health and Human Services</b>			
		<b>6,926,294</b>	<b>6,951,539</b>
<b>Total Expenditures of Federal Awards</b>			
		<b>\$ 8,436,081</b>	<b>\$ 8,449,553</b>

**NORTHEAST KANSAS COMMUNITY ACTION PROGRAM, INC.**

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE YEAR ENDED MARCH 31, 2024**

\* Note: CACFP grant is a reimbursement program and revenue over expenses are carried forward to the next program year and can be expensed in that program year.

**Northeast Kansas Community Action Program, Inc.**

***NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS***

For the year ended March 31, 2024

**NOTE A. BASIS OF PRESENTATION**

The accompanying schedule of expenditures of federal awards (the schedule) includes the federal grant activity of Northeast Kansas Community Action Program, Inc. under programs of the federal government for the year ended March 31, 2024. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a select portion of the operations of Northeast Kansas Community Action Program, Inc., it is not intended to and does not present the financial position, changes in net assets of cash flows of Northeast Kansas Community Action Program, Inc.

**NOTE B. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Expenditures are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), wherein certain types of expenditures are not allowed or are limited as to reimbursement. The Organization has a federally negotiated indirect cost rate through the U.S. Department of Health and Human Services.

**NOTE C. NON-CASH ASSISTANCE, INSURANCE AND LOANS**

Northeast Kansas Community Action Program, Inc. did not receive or expend any Federal awards in the form of noncash assistance, insurance, loans or loan guarantees for the year ended March 31, 2024.

**NOTE D. INDIRECT COST RATES**

The Organization has a federally negotiated indirect cost rate through the U.S. Department of Health and Human Services.

**NOTE E. SUB-GRANTEES**

There were no federal funds passed through to sub-recipients during the fiscal year.

SPECIAL REPORTS

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON  
INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE**

Board of Directors  
Northeast Kansas Community Action Program Inc.  
Hiawatha, Ks.

**Report on Compliance for Each Major Federal Program**

***Opinion on Each Major Federal Program***

We have audited Northeast Kansas Community Action Program Inc.'s compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of Northeast Kansas Community Action Program Inc.'s major federal programs for the year ended March 31, 2024. Northeast Kansas Community Action Program Inc.'s major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, Northeast Kansas Community Action Program Inc. complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended March 31, 2024.

***Basis for Opinion on Each Major Federal Program***

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of Northeast Kansas Community Action Program Inc. and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of Northeast Kansas Community Action Program Inc.'s compliance with the compliance requirements referred to above.

***Responsibilities of Management for Compliance***

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to Northeast Kansas Community Action Program Inc.'s federal programs.

***Auditor's Responsibilities for the Audit of Compliance***

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an

opinion on Northeast Kansas Community Action Program Inc.'s compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about Northeast Kansas Community Action Program Inc.'s compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding Northeast Kansas Community Action Program Inc.'s compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of Northeast Kansas Community Action Program Inc.'s internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of Northeast Kansas Community Action Program Inc.'s internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

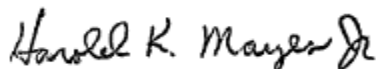
#### **Report on Internal Control over Compliance**

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.



Harold K. Mayes Jr CPA  
Agler & Gaeddert, Chartered  
Ottawa, Kansas  
September 18, 2024



**Northeast Kansas Community Action Program, Inc.**

SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
For the Year Ended March 31, 2024

SUMMARY OF AUDITOR'S RESULTS

**Financial Statements**

Type of report the auditor issued on whether the financial statement audited was prepared in accordance with GAAP	<u>Unmodified</u>
Internal control over financial reporting:	
Material weakness(es) identified?	<u>No</u>
Significant deficiencies identified not considered to be material weaknesses:	<u>None reported</u>
Noncompliance material to financial statements noted?	<u>No</u>

**Federal Awards**

Internal control over major programs:		
Material weakness(es) identified?	<u>No</u>	
Significant deficiencies identified not considered to be material weaknesses:	<u>None noted</u>	
Type of auditor's report issued on compliance for major programs:	<u>Unmodified</u>	
Any audit findings disclosed that are required to be reported in accordance with Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost principles, and Audit Requirements for Federal awards		
	<u>No</u>	
Identification of major programs:		
<b><u>CFDA Number's</u></b>	<b><u>Name of Federal Program or Cluster</u></b>	<b><u>Amount</u></b>
93.600	Head Start	\$ 6,108,476
14.871	Section 8 Housing Choice Vouchers	<u>830,085</u>
	Total	<u>6,938,561</u>
Dollar threshold used to distinguish between Type A and Type B programs		\$ <u>750,000</u>
Auditee qualified as a low-risk auditee?		Yes

**Northeast Kansas Community Action Program, Inc.**

STATUS OF PRIOR YEAR FINDINGS AND QUESTIONED COSTS  
For the Year Ended March 31, 2024

Section II - Financial Statement Findings:	No matters reported
Section III - Federal Award Findings and Questioned costs	No matters reported

# Fiscal Information for NEK-CAP, Inc. Early Head Start and Head Start Program

## Northeast Kansas Community Action Program, Inc.

Schedule 5

### FEDERAL HEAD START/EARLY HEAD START GRANT 07CH011099/05 SCHEDULE OF REVENUES AND EXPENSES COMPARED TO BUDGET TWELVE MONTHS ENDED MARCH 31, 2024

	<u>Fund 3200</u>	<u>Fund 3201</u>	<u>Fund 3205</u>
	<b>Federal</b>	<b>Federal</b>	<b>Federal</b>
	<b>Head Start</b>	<b>Early Head</b>	<b>Head Start</b>
	<b>Pre School</b>	<b>Start</b>	<b>Training</b>
<b>REVENUE</b>			
Federal Revenue	\$ 4,630,402	\$ 1,401,999	\$ 45,159
Gain/Loss on Equipment Disposal	16,456	0	0
In-Kind Contributions	919,593	513,189	0
<b>TOTAL REVENUE</b>	<b>\$ 5,566,451</b>	<b>\$ 1,915,188</b>	<b>\$ 45,159</b>
<b>EXPENSES</b>			
Personnel	\$ 2,129,238	\$ 710,123	\$ 0
Fringe Benefits	621,179	188,444	0
Travel	17,189	9,301	20,436
Equipment	0	0	0
Supplies	383,252	85,473	461
Other	890,283	210,769	24,262
Indirect Costs	605,717	197,889	0
In-Kind Expenses*	919,593	513,189	0
<b>TOTAL EXPENSES</b>	<b>\$ 5,566,451</b>	<b>\$ 1,915,188</b>	<b>\$ 45,159</b>

Detail of Expenditures by CAN Number:

**CAN NO.**

3-G074120

4-G074120

3-G074121

4-G074121

1-G074122

2-G074122

3-G074122

4-G074122

In-Kind Expenses (Required\*)

In-Kind Expenses (Excess Over Required)

**TOTAL EXPENSES**

\*Head Start requires a 20% In-Kind match of actual federal expenses unless a waiver is approved. A waiver for In-kind was approved as well as some automatic waivers due to Covid, so the required amount was \$1,188,797.

\*\* The grant fiscal year was extended to 6/30/2024. The period of this budget award is 4/1/2023. It should be noted that there is a budget amendment under consideration.

\*\*\*Gain/Loss on Equipment Disposal is used as an offset to expenses for replacement equipment.

See Independent Auditor's Report

Fund 3206 Federal Early Head Start Training				Total Actual	Budget	Variance (Over)/Under	
\$	30,916	\$	6,108,475	\$	8,405,899	\$	2,297,424
	0		16,456		0		(16,456)
	0		1,432,783		1,188,797		(243,986)
\$	<u>30,916</u>	\$	<u>7,557,714</u>	\$	<u>9,594,696</u>	\$	<u>2,036,982</u>
\$	0	\$	2,839,361	\$	3,925,565	\$	1,086,204
	0		809,623		1,114,598		304,975
	10,625		57,550		103,388		45,838
	0		0		217,266		217,266
	250		469,437		692,015		222,578
	20,041		1,145,355		1,345,034		199,679
	0		803,606		1,008,033		204,427
	0		1,432,783		1,188,797		(243,986)
\$	<u>30,916</u>	\$	<u>7,557,714</u>	\$	<u>9,594,696</u>	\$	<u>2,036,982</u>
		\$	43,044	\$	43,044	\$	0
			2,115		10,761		8,646
			29,667		29,667		0
			1,249		7,416		6,167
			0		258,544		258,544
			249,112		249,112		0
			5,799,745		6,396,188		596,443
			0		1,411,167		1,411,167
			1,188,797		1,188,797		0
			243,986		0		(243,986)
\$	<u>7,557,714</u>	\$	<u>9,594,696</u>	\$	<u>2,036,982</u>	\$	<u>2,036,982</u>

See Independent Auditor's Report

**Northeast Kansas Community Action Program, Inc.**

Schedule 6

**CHILD AND ADULT CARE FOOD PROGRAM (CACFP) - P0006-CTR-2022/2023**

**SCHEDULE OF REVENUES AND EXPENSES COMPARED TO BUDGET**

TWELVE MONTHS ENDED SEPTEMBER 30, 2023

	Fund 3220	Fund 3220	Fund 3220		
	Previous Six	Current Six	Total Twelve		Variance
	Month	Month	Month		(Over)/Under
	Period	Period	Period		
	10/1/2022-	4/1/2023-	10/1/2022-	Budget	
	3/31/2023	9/30/2023	9/30/2023		
<b>REVENUE</b>					
Federal Revenue	\$ 126,800	\$ 49,480	\$ 176,280	\$ 209,634	\$ 33,354
Unearned Fed Rev.	(4,661)	4,735	74	0	(74)
<b>TOTAL REVENUE</b>	<u>\$ 122,139</u>	<u>\$ 54,215</u>	<u>\$ 176,354</u>	<u>\$ 209,634</u>	<u>\$ 33,354</u>
<b>EXPENSES</b>					
Supplies/Food Service or					
Equipment Repair	\$ 122,139	\$ 54,215	\$ 176,354	\$ 209,634	\$ 33,280
<b>TOTAL EXPENSES</b>	<u>\$ 122,139</u>	<u>\$ 54,215</u>	<u>\$ 176,354</u>	<u>\$ 209,634</u>	<u>\$ 33,280</u>

**NOTES:**

Grant period runs from October 1, 2022 to September 30, 2023.

In-Kind revenue and expenses are not included in this schedule as it is not required as part of the grant.

The COVID-19 Pandemic affected the number of meals served during the fiscal year.

See Independent Auditor's Report

**Northeast Kansas Community Action Program, Inc.**

Schedule 7

**CHILD AND ADULT CARE FOOD PROGRAM (CACFP) - P0006-CTR-2023/2024**

**SCHEDULE OF REVENUES AND EXPENSES COMPARED TO BUDGET**

SIX MONTHS ENDED MARCH 31, 2024

	Fund 3220		
	Current Six		
	Month Period		
	10/1/2023-		Variance
	3/31/2024	Budget	(Over)/Under
	<u>          </u>	<u>          </u>	<u>          </u>
<b>REVENUE</b>			
Federal Revenue	\$ 80,858	\$ 334,342	\$ 253,484
Unearned Federal Revenue	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL REVENUE</b>	<u>\$ 80,858</u>	<u>\$ 334,342</u>	<u>\$ 253,484</u>
<b>EXPENSES</b>			
Repair or Additions			
Equipment Repair or Additions	\$ <u>81,986</u>	\$ <u>334,342</u>	\$ <u>252,356</u>
<b>TOTAL EXPENSES</b>	<u>\$ 81,986</u>	<u>\$ 334,342</u>	<u>\$ 252,356</u>

**NOTES:**

Grant period runs from October 1, 2023 to September 30, 2024.

In-Kind revenue and expenses are not included in this schedule as it is not required as part of this grant.

See Independent Auditor's Report

## Volunteers

Volunteers are very important to our Early Head Start and Head Start programs. There are several ways you can volunteer for the program, including classroom assistant, field trips, helping a child do homework and serving on Parent Committees and Policy Council. During the 2023-2024 year there were 489 volunteers that supported Early Head Start and Head Start, of those 336 were current or former HS or EHS parents.

NEK-CAP, Inc. appreciates our volunteers and the non-federal share (in-kind) they provide through volunteering their time, resources and monetary contribution to the program.

The total amount collected for the 2023-2024 Fiscal year (April 2023-March 2024) was:

\$513,189.46 for Early Head Start

\$919,593.22 for Head Start

Total- \$1,432,782.68

The program was approved for and received a waiver in the amount of \$912,678.

This is an area that the program has made significant changes to. Management staff have attended professional development opportunities related to in-kind and non-federal share, with this, the program has adapted internal in-kind forms to better assist staff and parents with the contribution.

**Thank YOU! The program could not do this much without the dedication of our families and staff to ensure we have collected the in-kind needed for our grant! We are looking forward to the upcoming year and meeting our match.**

## Nutrition

NEK-CAP, Inc. Head Start participates in the federally funded CACFP (Child and Adult Care Food Program). The CACFP Program Year is October 1 through September 30. CACFP provides nutritious meals to children and helps them to develop good eating habits which they will retain in later years.

During the program year 2023-2024, NEK-CAP, Inc. served:

Month	Breakfast Served	Lunches Served	Snack Served	Children with Meal Modifications
August	1174	1206	958	
September	1847	1917	1434	<b>13</b>
October	2052	2137	1613	<b>13</b>
November	1567	1614	1225	<b>12</b>
December	1336	1342	1075	<b>11</b>
January	1466	1548	1273	<b>11</b>
February	2086	2142	1701	<b>12</b>
March	1713	1748	1398	<b>12</b>
April	2442	2471	1907	<b>12</b>
May	868	875	661	<b>12</b>
<b>Total</b>	<b>16551</b>	<b>17000</b>	<b>13245</b>	

That is a total of **46,796** breakfast, lunch, and snacks served to Head Start Children.

### Additional Nutrition News

NEK-CAP, Inc. supports Backpack Buddies in Leavenworth and South Brown counties.



## Education

Home visitors and Education staff monitor child development through the use of our curriculum, developmental ASQ and ASQ-SE screening, and the Learning Genie (DRDP) online assessment tool. Using the assessment tools and discussing development with the parents/caregivers, the program was able to determine growth, developmental needs, activities to boost development, etc. During the 2023-2024 program year, staff completed 3 checkpoints periods- Fall, Winter and Spring. Below are the graphs to show the growth in each age group in connection to the agency School Readiness Goals.



## Approaches Towards Learning:

### 1. Children and Families will demonstrate an eagerness to learn through engagement and persistence.

Associated Objectives	Data Collection	Fall	Winter	Spring
Establishes and sustains healthy interactions with adults and peers	EHS- <b>SED 1</b>	0-8m-% 9-18m-% 19-36m-%	0-8m-53.3% 9-18m-96.2% 19-36m-100%	0-8m-64.3% 9-18m-100% 19-36m-98.2%
	HS- <b>SED 3</b>	PS3 88.9% PS4 92.9%	PS3 100% PS4 98.8%	PS3 97.2% PS4 99.1%
Demonstrates positive approaches to learning	EHS- <b>ATL-REG 4</b>	0-8m-% 9-18m-% 19-36m-%	0-8m-71.4% 9-18m-100% 19-36m-100%	0-8m-78.6% 9-18m-100% 19-36m-96.3%
	HS- <b>ATL-REG 4</b>	PS3 0% PS4 0%	PS3 100% PS4 95.2%	PS3 86.8% PS4 98.1%
Participates in social activities through actions and language	EHS- <b>LLD 4</b>	0-8m-% 9-18m-% 19-36m-%	0-8m-69.2% 9-18m-96.3% 19-36m-100%	0-8m-71.4% 9-18m-100% 19-36m-98.2%
	HS- <b>LLD 4</b>	PS3 59% PS4 68.3%	PS3 93.9% PS4 94%	PS3 79.4% PS4 95.2%
Families are lifelong advocates and learners	Socialization Attendance	EHS-66 Parents (duplicated)	EHS: 46 Parents (duplicated)	EHS: 42 parents (duplicated)
	FEA Attendance	HS: 59 Parents	HS: 69 parents	HS: 75 parents

### 2. Children will demonstrate independent exploration through age-appropriate activities and routines.

Associated Objectives	Data Collection	Fall	Winter	Spring
Regulates own emotions and behaviors	EHS- <b>ATL-REG 5</b>	0-8m-% 9-18m-% 19-36m-%	0-8m- 71.4% 9-18m-100% 19-36m-100%	0-8m-71.4% 9-18m-100% 19-36m-100%
	HS- <b>ATL-REG 5</b>	PS3 11.1% PS4 0%	PS3 78.8% PS4 89.2%	PS3 74.3% PS4 98.1%
Explores the visual arts, movement, and musical concepts	EHS- <b>PD-HLTH 1</b>	0-8m-% 9-18m-% 19-36m-%	0-8m-60% 9-18m-96.3% 19-36m- 100%	0-8m-80% 9-18m-100% 19-36m-100%
	HS- <b>PD-HLTH 1</b>	PS3 92.7% PS4 93.2%	PS3 81.8% PS4 89.3%	PS3 97.1% PS4 99.1%
Explores the environment and participates in age-appropriate activities	EHS- <b>ATL-REG 4</b>	0-8m-% 9-18m-% 19-36m-%	0-8m- 71.4% 9-18m-100% 19-36m100%	0-8m-78.6% 9-18m-100% 19-36m-96.3%
	HS- <b>ATL-REG 6</b>	PS3 2.5% PS4 0%	PS3 100% PS4 100%	PS3 97.2% PS4 99.1%

## Social and Emotional Development:

### 1. Children will develop and engage in positive relationships. Families will access needed support and services.

Associated Objectives	Data Collection	Fall	Winter	Spring
Establishes and sustains positive relationships	EHS- <b>SED 3, 4</b>	0-8m-% 9-18m-% 19-36m-%	0-8m- 50% 9-18m-98.1% 19-36m-100%	0-8m-66.75% 9-18m-100% 19-36m-100%
	HS- <b>SED 3, 4</b>	PS3 82.90% PS4 88.25%	PS3 100% PS4 97.6%	PS3 95.7% PS4 99.1%
Participates cooperatively and constructively in group situations	EHS- <b>SED 1</b>	0-8m-% 9-18m-% 19-36m-%	0-8m- 53.3% 9-18m-96.2% 19-36m-100%	0-8m-64.3% 9-18m-100% 19-36m-98.2%
	HS- <b>ATL-REG 7</b>	PS3 20.5% PS4 13.8%	PS3 100% PS4 100%	PS3 97.1% PS4 98.1%
Families are receiving needed mental health information, support, and services	PIR C 43(d)	EHS: 13 HS:	EHS: 17 HS: 3	EHS: 18 HS: 5

### 2. Children will be able to identify personal characteristics, preferences, thoughts, and feelings.

Associated Objectives	Data Collection	Fall	Winter	Spring
Demonstrates knowledge about self	EHS- <b>SED 2</b>	0-8m-% 9-18m-% 19-36m-%	0-8m-64.3% 9-18m-100% 19-36m-100%	0-8m-64.3% 9-18m-100% 19-36m-96.4%
	HS- <b>SED 1</b>	PS3 61% PS4 0%	PS3 93.9% PS4 98.8%	PS3 77.1% PS4 92.4%
Regulates own emotions and behaviors.	EHS- <b>ATL-REG 2</b>	0-8m-% 9-18m-% 19-36m-%	0-8m-64.3% 9-18m-100% 19-36m-100%	0-8m-71.4% 9-18m-100% 19-36m-100%
	HS- <b>SED 2</b>	PS3 66.7% PS4 75.4%	PS3 93.9% PS4 96.5%	PS3 86.8% PS4 98.1%

**Perceptual, Motor and Physical Development:**

**1. Children will demonstrate control of small muscles, for such purposes as using utensils, self-care, building, writing, and manipulation.**

<b>Associated Objectives</b>	<b>Data Collection</b>	<b>Fall</b>	<b>Winter</b>	<b>Spring</b>
Demonstrates fine-motor strength and coordination	<b>EHS- PD-HLTH 4</b>	0-8m-% 9-18m-% 19-36m-%	0-8m-64.3% 9-18m-96.2% 19-36m-100%	0-8m-60% 9-18m-100% 19-36m-100%
	<b>HS- PD-HLTH 4</b>	PS3 88.4% PS4 79%	PS3 97.1% PS4 100%	PS3 94.3% PS4 99%

**2. Children will develop control of large muscles for movement, navigation, and balance.**

<b>Associated Objectives</b>	<b>Data Collection</b>	<b>Fall</b>	<b>Winter</b>	<b>Spring</b>
Demonstrates traveling and balancing skills	<b>EHS- PD-HLTH 2</b>	0-8m-% 9-18m-% 19-36m-%	0-8m-64.3% 9-18m-100% 19-36m-100%	0-8m-73.3% 9-18m-100% 19-36m-100%
	<b>HS- PD-HLTH 2</b>	PS3 95.1% PS4 94.5%	PS3 100% PS4 100%	PS3 97.4% PS4 98.1%
Demonstrates gross-motor manipulative skills	<b>EHS- PD-HLTH 3</b>	0-8m-% 9-18m-% 19-36m-%	0-8m- 71.4% 9-18m-100% 19-36m-100%	0-8m-73.3% 9-18m-100% 19-36m-100%
	<b>HS- PD-HLTH 3</b>	PS3 75.6% PS4 85.5%	PS3 100% PS4 98.8%	PS3 91.2% PS4 97.1%

### 3. Children will identify and practice healthy and safe habits.

Associated Objectives	Data Collection	Fall	Winter	Spring
Children are healthy and ready to learn.	PIR C 7/CAP60	EHS: 84 HS: 140	EHS: 59 HS: 129 (93%)	EHS: 91 HS: 179
	PIR- C 18 Dental/ CAP60	EHS:62 HS: 58	EHS: 69 HS: 127 (81%)	EHS: 149 HS: 188
	CAP60- Hearing/Vision (Received screen during check point)	Hearing: 202 Vision: 212	Hearing: 13 Vision: 13	Hearing:50 Vision:50
	CAP60-Received needed dental follow-up	Total 7	Total 0	Total:5
	CAP60-Received needed vision follow-up	Total 12	Total 0	Total:0
	CAP60-Received needed hearing follow-up	Total 11	Total 0	Total:0
	CAP60-Received needed Anemia follow-up	Total 0	Total 0	Total:0
	CAP60- Received needed Lead follow-up	Total 7	Total 0	Total:0
Good nutrition improves children's health by helping them grow, develop, and maintain a healthy weight.	Socialization Attendance	EHS:66 Parents (duplicated)	EHS: 46 Parents (duplicated)	EHS: 42 parents (duplicated)
	Meal Count	HS:13,656	HS: 9,738	HS: 21,895

### Language Development and Literacy:

#### 1. Children will have the ability to comprehend and use language to express their wants and needs.

Associated Objectives	Data Collection	Fall	Winter	Spring
Listens to and understands increasingly complex language	EHS- <b>LLD 1</b>	0-8m-% 9-18m-% 19-36m-%	0-8m-71.4% 9-18m-100% 19-36m-100%	0-8m-78.6% 9-18m-100% 19-36m-98.2%
	HS- <b>LLD 1</b>	PS3 89.5% PS4 92.9%	PS3 90.3% PS4 100%	PS3 83.3% PS4 100%
Uses language or other appropriate forms of communication to express thoughts and needs and participates in appropriate conversation	EHS- <b>LLD 3</b>	0-8m-% 9-18m-% 19-36m-%	0-8m- 73.3% 9-18m-100% 19-36m-100%	0-8m-80% 9-18m-100% 19-36m-98.2%
	HS- <b>LLD 3</b>	PS3 82.1% PS4 84.8%	PS3 93.8% PS4 98.8%	PS3 91.4% PS4 97.2%

**2. Children and families will engage with literacy opportunities and experiences.**

<b>Associated Objectives</b>	<b>Data Collection</b>	<b>Fall</b>	<b>Winter</b>	<b>Spring</b>
Demonstrates phonological awareness	EHS- Not included in the Essential View	NA	NA	NA
	HS- <b>LLD 8</b>	PS3 0% PS4 0%	PS3 100% PS4 100%	PS3 97.1% PS4 100%
Demonstrates knowledge of the alphabet	HS- <b>LLD 9</b>	PS3 0% PS4 0%	PS3 78.8% PS4 97.6%	PS3 85.3% PS4 99%
Demonstrates knowledge of print and its uses	HS- <b>LLD 10</b>	PS3 0% PS4 0%	PS3 100% PS4 100%	PS3 100% PS4 100%
Comprehends and responds to books and other texts	EHS- <b>LLD 5</b>	0-8m-% 9-18m-% 19-36m-%	0-8m-42.9% 9-18m-100% 19-36m-100%	0-8m-71.4% 9-18m-10% 19-36m-98.2%
	HS- <b>LLD 6</b>	PS3 0% PS4 0%	PS3 93.9% PS4 97.6%	PS3 85.3% PS4 0%
Demonstrates emergent writing skills	EHS- <b>PD-HLTH 4</b>	0-8m-% 9-18m-% 19-36m-%	0-8m-64.3% 9-18m-96.2% 19-36m-100%	0-8m-60% 9-18m-100% 19-36m-100%
	HS- <b>LLD 10</b>	PS3 0% PS4 0%	PS3 100% PS4 100%	PS3 100% PS4 100%
Families will engage with children to enhance literacy skills by increased reading opportunities and experiences	Socialization Attendance	EHS-66 Parents-(duplicated)	EHS- 46 Parents-(duplicated)	EHS- 42 Parents-(duplicated)
	FEA Attendance	HS – 59 Parents	HS – 69 Parents	HS – 75 Parents
	Reading In-Kind Hours per CAP60 cumulative from July 1 <sup>st</sup>	EHS: 286.75 HS: 103.50	EHS: 1228.50 HS: 992.50	EHS: 1924.25 HS: 3141.25

## **Cognition:**

- Children will use all their senses to investigate their environment, to discover what objects and people do, how things work, and how they can make things happen.**

<b>Associated Objectives</b>	<b>Data Collection</b>	<b>Fall</b>	<b>Winter</b>	<b>Spring</b>
Remembers and connects experiences.	<b>EHS- COG 8</b>	0-8m-% 9-18m-% 19-36m-%	0-8m-57.1% 9-18m-100% 19-36m-100%	0-8m-69.2% 9-18m-100% 19-36m-100%
	<b>HS- COG 2</b>	PS3 95% PS4 89.3%	PS3 81.8% PS4 91.8%	PS3 84.6% PS4 96.3%
Uses symbols and images to represent something not present.	<b>EHS- PD-HLTH 4</b>	0-8m-% 9-18m-% 19-36m-%	0-8m-64.3% 9-18m-96.2% 19-36m-100%	0-8m-60% 9-18m-100% 19-36m-100%
	<b>HS- PD-HLTH 4</b>	PS3 88.4% PS4 79%	PS3 97.1% PS4 100%	PS3 94.3% PS4 99%
Explores and describes spatial relationships and shapes.	<b>EHS- COG 1</b>	0-8m-% 9-18m-% 19-36m-%	0-8m-57.1% 9-18m-100% 19-36m-100%	0-8m-66.7% 9-18m-100% 19-36m-100%
	<b>HS- COG 7</b>	PS3 75% PS4 75%	PS3 100% PS4 98.8%	PS3 86.1% PS4 99%
Uses scientific inquiry skills- Compares and measures	EHS- Not included in the Essential View	NA	NA	NA
	<b>HS- COG 3,5</b>	PS3 51.4% PS4 70.7%	PS3 80% PS4 97%	PS3 88.2% PS4 98.1%
Uses tools and other technology to perform tasks	<b>EHS- PD-HLTH 4</b>	0-8m-% 9-18m-% 19-36m-%	0-8m-64.3% 9-18m-96.2% 19-36m-100%	0-8m-60% 9-18m-100% 19-36m-100%
	<b>HS- PD-HLTH 4</b>	PS3 88.4% PS4 79%	PS3 96.7% PS4 100%	PS3 94.3% PS4 99%

**2. Children will learn and begin to use math concepts during daily routines and experiences.**

Associated Objectives	Data Collection	Fall	Winter	Spring
Uses classification skills	EHS- <b>COG 2</b>	0-8m-% 9-18m-% 19-36m-%	0-8m-53.8% 9-18m-90% 19-36m-100%	0-8m-64.3% 9-18m-100% 19-36m-100%
	HS- <b>COG 2</b>	PS3 95% PS4 89.3%	PS3 81.8% PS4 91.8%	PS3 84.6% PS4 96.3%
Uses number concepts and operations	EHS- <b>COG 3</b>	0-8m-% 9-18m-% 19-36m-%	0-8m-53.8% 9-18m-90% 19-36m-100%	0-8m-61.5% 9-18m-94.7% 19-36m-100%
	HS- <b>COG 4</b>	PS3 67.6% PS4 67.7%	PS3 93.9% PS4 100%	PS3 87.5% PS4 99%
Demonstrates knowledge of patterns	EHS- <b>COG 2</b>	0-8m-% 9-18m-% 19-36m-%	0-8m-53.8% 9-18m-90% 19-36m-100%	0-8m-64.3% 9-18m-100% 19-36m-100%
	HS- <b>COG 6</b>	PS3 97.1% PS4 93.8%	PS3 100% PS4 100%	PS3 88.6% PS4 100%

**3. Children and families will demonstrate knowledge and an understanding of self, others, their environment, and their community.**

Associated Objectives	Data Collection	Fall	Winter	Spring
Demonstrates knowledge of living things, people, and how they live	EHS & HS- Not included in the Essential View	NA	NA	NA
Demonstrates knowledge of the physical properties of objects and materials	EHS- Not included in the Essential View	NA	NA	NA
	HS- Not included in the Essential View	NA	NA	NA
Shows basic understanding of Earth's environment and geographic knowledge	EHS & HS - Not included in the Essential View	NA	NA	NA
Families will develop strengths-based goals and have knowledge of the services in the community	FDP- Family goal- Services and Resources	EHS – FDP-50 HS – FDP –87  EHS –Services 124- HS – Services- 11	EHS – FDP- 40 HS – FDP -14  EHS –Services - 720 HS – Services - 119	EHS – FDP- 79 HS – FDP -91  EHS –Services - 702 HS – Services - 134

## Health Services

Enrolled children receiving Medical exams, dental exams, and mental health services  
Program year- July 1, 2023 to June 30, 2024.

	<b>Number of Head Start Children</b>	<b>Number of EHS Children</b>
Health Insurance at the end of enrollment	200 (100%)	156 (98%)
Medical Home at the end of enrollment	200 (100%)	156 (98%)
Up to date on a schedule of age appropriate preventive and primary health care	180 (90%)	91 (57%)
Immunizations up to date	193 (96%)	127 (80%)
Dental home at the end of enrollment	172 (86%)	133 (84%)
Children who received preventive dental care	148 (74%)	67 (42%)
Enrolled children with an IEP or IFSP	45	29
(Newly Enrolled) Number screened for educational/ developmental /sensory / behavior concerns since the last PIR	86	57
Number identified needing follow assessment	22	4

Number of Head Start children who are in the following weight categories according to the 2000 CDC BMI-for-age growth charts.

Underweight	10
Healthy weight	128
Overweight	31
Obese	32



## Prenatal Health Services

22 total pregnant women were enrolled this program year.

22 women served by the program had some type of health insurance. Of the pregnant women enrolled in the program, 16 received prenatal health care, 10 received postpartum health care, 8 received mental health interventions/follow-up, 15 received substance abuse prevention, 6 received substance abuse treatment, 16 received prenatal education on fetal development and 16 received information on the benefits of breast feeding. 3 prenatal women were identified as medically high risk by a physician or health care provider.

11 women were enrolled in the first trimester, 9 in the second trimester, and 2 in the third trimester.

## Success Stories

Sharing success stories is an important feature of any program. Good stories show change and paint a mental picture of how this change is making a positive difference in people's lives. They provide social proof, credibility, and trust, as well as demonstrating a return on investment. Early Head Start and Head Start are valuable resources that can truly transform a child's life, a family situation, and better yet, the future of all communities. As we close this year's annual report, we reflect on the remarkable progress and enduring impact of the Early Head Start and Head Start program. Together, we've made strides in early childhood education, empowered families, and fostered a nurturing environment for children and families to thrive. The dedication of staff, the support of the community, and the resilience of the families have been instrumental in achieving success. Looking ahead, EHS and HS are committed to building on the accomplishments, embracing new opportunities, and ensuring that every child has the foundation they need for a bright future. Thank you for your continued support and partnership in this vital journey.

(Child's) success story- Coming into this year we were very nervous due to the previous years' experience and I as a parent was not looking forward to it. However, I was pleasantly surprised with how well (Child) got along in the new classroom. He came into this year I feel slightly behind and is now caught back up, writing his name, knows all the things to go to kindergarten next school year! (Child) has excelled greatly at Head Start and we are so thankful, and I just know he will be so sad to not have the same staff next year!

Head start has given my family the chance to develop and improve in ways we didn't even know we needed to. It has helped my baby girl learn so much and it has amazed me at just how much she is capable of. It has taught me as a mom to cherish the time we have with our kids because each day that passes our babies grow. Lillyonna has learned to be confident around other children, and she is always so kind hearted. Most importantly Head start has taught me that I can still improve as a mom every single day, and do things to ensure that Lillyonna has the best experience in school. Thank you head start for showing my baby just as much love as I have, and caring about how bright her future will be.

When I found out about NEKCAP, I was just interested in the Housing aspect of it. When I went there to sign my paperwork to finish it out, I was greeted with nothing but smiles and a warm welcome. The staff were able to help me out along the way and made sure I understood everything that was going on. I had come into this office scared, stressed and alone. I was going to be a first-time mom, and by myself at that. The EHS worker at the time had asked if I was interested in Early head start, and I was all for that and any help they could give me, but I was very scared with everything going on. The ladies continued answering all my questions and supporting me through it. Our first meeting, I was very scared, I didn't know what to expect. I never knew that over 3 years, I would have grown into an extra support person in our lives within the program. She helped me with teaching my child, helping me learn new things all the way from going through our hair to getting lice out, to helping cook nutritious meals for me and my little guy once he was here. Then she listened, not judged. She would sit and listen to me with all my concerns and questions and she treated me like a HUMAN, not that I was beneath her or anything, but a human. That was something that meant a lot to me. At a time, I had no one, I always knew I could count on her no matter what. She helped give me all the resources needed to better myself. When I was struggling with money, and having to switch jobs, she worked around my schedule, sat with me while calling places to help me, and assisted in filling out necessary paperwork anytime I needed. During our time in EHS I was able to obtain an amazing job opportunity for my family. I became a program aide within our agency, and since then I have moved up to a Home Visitor myself. This was wonders for my family. I was able to pay all my bills and then some, finally, I had gained some relief. Shortly after, I was able to buy my first home with a huge accomplishment. My son would be able to have a nice yard to play in, and a home to call ours. I would not have been able to do this without the support of my home visitor. We were always treated with respect and constant support. When my son aged out of Early Head Start and into Head Start, I had the same treatment. The teachers had supported me through IEP meetings, IEP modification meetings and in our everyday life maneuvering behaviors and learning. We have been in Head Start for the past 2 years and I have felt nothing but support, my concerns are heard and listened to help find ways to further support my son in the ways he needed. When my son was diagnosed with Autism in December of 2022, the staff helped me get services correctly in place, a worked with me for behaviors in the classroom, and at home. My biggest support system has been the NEKCAP HS & EHS Staff, and I cannot be more grateful for finding NEKCAP when we needed it the most. I am glad I got to share my son with you all and I will miss him having you all as teachers as he goes to the "big boy school" as in kindergarten next year. I would recommend NEKCAP HEADT SRART at South Brown County to anyone for their families. We will miss you all very much.

When we started the headstart Program Lorelai could barely talk. Within the first year she started talking more and more. Now she just absolutely loves to sit and have full conversations with people. My favorite thing about headstart is how they have instilled this will to learn in my daughter. She is constantly wanting to go out of her way to learn new things. I also am really thankful that everyone was so willing to help my family inside and outside the classroom.