

City of Chicago
Department of Family and Support Services

Children Services Division
Head Start Annual Report

Program Year 2016-2017 (September 1, 2016 – August 31, 2017)
Fiscal Year 2017 (December 1, 2016 – November 30, 2017)



Working with community partners, we connect Chicago residents and families to resources that build stability, support their well-being, and empower them to thrive.

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Introduction

Welcome to the Chicago Department of Family and Support Services (DFSS) Head Start Annual Report for the 2016-2017 program year and 2017 fiscal year.

DFSS administers the city of Chicago's funding and programs for human services, including workforce services, senior services, homeless services, emergency services, youth services, children services, and services for survivors of domestic violence. DFSS connects Chicago's most vulnerable residents to services that support their well-being.

The city of Chicago has provided Head Start since the program's inception over 50 years ago.

Currently, the Children Services Division of DFSS administers the city's Head Start, Early Head Start, Early Head Start-Child Care Partnership, and Site-Administered Child Care grants and programs through a network of 35 delegate agencies, including Chicago Public Schools (CPS), City Colleges, and a variety of large and small community-based organizations. In addition, the city supports enhancements for early childhood programming through its locally-funded Ready to Learn Initiative. Through this network of delegate agencies, DFSS served over 20,000 young children and their families, in a variety of program models and options tailored to the needs of children and families.

The DFSS program year runs from September to August, offering full year (12 month) and part year (10 month) programs. Children and families can enroll in center-based half or full day care, full day licensed family child care home care, or home-based home visiting programs. Different funding streams run on different fiscal year cycles as illustrated below:

Grant	Fiscal Year
Head Start/Early Head Start	12/1 – 11/30
Early Head Start-Child Care Partnership	7/1 – 6/30
Site-Administered Child Care	7/1 – 6/30
Ready-to-Learn Initiative	1/1 – 12/31

CSD Goals

1. Deliver and support high quality, comprehensive services that empower participants to thrive.
2. Engage parent, family, and community in activities that support positive early learning outcomes for children.
3. Maintain partnerships with sister agencies and community partners to provide high quality, comprehensive early childhood development and education services that prepare children for school.
4. Build awareness of early childhood opportunities within at-risk and hard-to-reach populations.
5. Steward DFSS' resources responsibly and effectively.

Program Year 2016-2017 Highlights

Mayoral Second Term Priorities

High quality and expanded pre-kindergarten (pre-k) opportunities are a key priority of the Mayor's second term agenda. After his re-election he appointed a Second Term Priorities Committee that established initiatives related to the goal of moving toward universal pre-k. Included among these initiatives are:

1. Streamline the administration of pre-k in Chicago
2. Create a unified, flexible enrollment process and timeline between DFSS and CPS
3. Target high need communities with proven enrollment strategies
4. Develop a unified marketing strategy
5. Develop a plan for providing full day pre-k to every 4 year old.

During the Program Year 2016-2017, the city launched initiative 2 with the universal online application for pre-school discussed below. For Program Year 2017-2018, the city will embark on initiative 1, streamlining the administration of pre-k in Chicago by consolidating community-based programs at DFSS and school-based programs at CPS.

Universal Online Application for Preschool

During the Program Year 2016-2017, the city of Chicago launched the Universal Online Application for preschool in response to the second-term initiative to create a unified, flexible enrollment process and timeline between DFSS and CPS. The Online Application 1) increases access to preschool and 2) aligns DFSS and CPS to relieve administrative burdens. Prior to the online application, CPS and DFSS had separate systems for application and enrollment to preschool programming for children ages three to five. The Online Application provides one, web-based point of entry. It allows parents and guardians to search for programs that fit their needs, apply for two programs, and receive a preliminary placement for the program year.

The system was launched on May 16, 2016. Families could apply on the own through the early learning portal or get support in applying at application locations (libraries, community-based organizations, schools) throughout the city. The city also deployed Community Organizing and Family Issues (COFI) to conduct outreach, and complete applications on the spot for families. COFI conducted door to door and community event outreach.

During its first year, a total of 23,306 applications were submitted through the system.

DFSS Passes 2017 CLASS Review

The quality of teacher-child interactions is at the heart of effective teaching for young children. Teachers who develop warm, caring relationships with children, provide organized spaces and routines for children, and create experiences and interactions that develop children’s curiosity and critical thinking are able to better promote children’s growth and development. The Teachstone Classroom Assessment Scoring System (CLASS) was developed by researchers to measure the quality of teacher-child interactions in pre-school classrooms under three domains: emotional support, classroom organization, and instructional support. The Office of Head Start (OHS) uses the Teachstone Classroom Assessment Scoring System (CLASS) as part of its monitoring of Head Start grantees. In addition, DFSS and its agencies use results to plan for professional development, training, and coaching for teachers.

On May 1-5, 2017, OHS conducted an onsite CLASS review of DFSS’s Head Start preschool center-based classrooms. DFSS and its agencies scored above the 2016 National Average.

CLASS Domain	2016 National Average Score	2017 DFSS Average Score
Emotional Support	5.59	5.88
Classroom Instruction	5.25	5.56
Instructional Support	2.22	2.97

For more information about DFSS’ CLASS results, visit <https://eclkc.ohs.acf.hhs.gov/grantee-profiles/city-of-chicago-il>.

P-3: Chicago Young Parents Program Completes its Second Year

During Program Year 2016-2017, the Chicago Young Parents Program (CYPP) completed its second year. CYPP is a parent engagement, education, and employment pilot program designed for Head Start parents, ages 16-24, made possible through a federal Performance Partnership Pilot (P-3) Grant. In the late fall of 2014, DFSS and the Chicago Cook Workforce Partnership (CCWP) were awarded a P-3 Grant—an innovative program sponsored by multiple federal agencies with the goals of improving outcomes for disconnected youth, ages 14-24, by allowing current federal grantees to braid federal funding streams and request waivers that reduce barriers to services for youth opportunities.

As a two generational-model, the CYPP is specifically tailored to the career, education, and developmental needs of young parents and their children, under age five, with the objectives of 1) supporting young women on an education and career track leading to credentials and full time employment in an early learning setting or other field; 2) increasing parent knowledge of child

development and best practices to support young mothers both in their professional work and in their role as parents; 3) providing systems of support that address the particular social-emotional developmental needs of adolescents and young adults; and 4) enrolling their children in high quality, comprehensive early learning and development programs.

The program components include 1) child enrollment in a Head Start program; 2) ongoing, intensive mentoring; 3) a paid work experience for up to 14 hours a week at a Head Start Center as a paraprofessional Literacy Coach; 4) six hours of paid weekly training and enrichment with their mentors that covers a variety of topics including social-emotional learning, healthy relationships, financial literacy, soft skills job training, child development, nutrition, early literacy, and other youth-directed topics; 5) bi-monthly home-visits from their mentor to support youth-development, self-advocacy and parenting and monthly parent-child group socializations; and 6) parent enrollment in an education program.

CYPP Key Data—Program-to-Date	
Total Number of Participants:	253
Number of Parents Enrolled in Education Programs	162
Number of Parents who have earned a Child Development Associate (CDA)	16
Number of Parents who have left the program for full-time employment	59
Number of Parents who have left the program for early-learning related jobs	22
Year 1 Home Visit Attendance	42.7%
Year 2 Home Visits Attendance	70.1%

Looking Ahead

Chicago Early Learning Recruitment for Program Year 2017-2018

To kick off recruitment for 2017, the Chicago Early Learning website at chicagoearlylearning.org received a significant makeover in May 2017. The new website focuses first and foremost on family-friendly delivery of information and resources. All content on the website platform was rewritten with new features that includes:

- Links to all relevant websites related to the application and outreach, including Facebook, Instagram, and Twitter pages;

- Downloadable materials such as talking points and images;
- Shareable social media posts to support messaging; and
- Calendar of community events where outreach representatives will be present.

During the summer of 2017, recruitment outreach targeted toward Chicago’s highest needs families: immigrant families, families in temporary or unstable living situations, teen parents, families for whom English is a second-language, undocumented families, and homeless families. The priority neighborhoods included the south and west sides that have a concentrated number of high-risk preschool children and low preschool enrollment rates.

The Chicago Early Learning logo and slogan were updated to better represent the diversity of early childhood in Chicago.



Consolidation Planned for Summer 2017

As the next step in streamlining the administration of pre-k in Chicago as part of the Mayor’s second term priorities, the administration of early learning programs delivered through community-based agencies was consolidated at DFSS, starting August 1, 2017.

Early learning programs across the city are funded by three main funding streams: DFSS receives federal Head Start through the US Department of Health and Human Services and Site-

Administered Child Care, a federal pass-through the Illinois Department of Human Services, and CPS receives state Preschool for All (PFA) and Prevention Initiative (PI) funding through the Illinois State Board of Education Early Childhood Block grant. The Early Childhood Block Grant not only funds CPS's school-based PFA, but also its Community Partnership Program, that funds community-based PFA for four year olds and PI for children under age four. The funding and programs associated with the Community Partnership Program were transferred to DFSS, and the Community Partnership Program was dissolved as of July 31, 2017.

In preparation for the consolidation, DFSS and Community Partnership Program staff began meeting in January 2017 to plan for the alignment of federal and state standards related to Head Start and PFA/PI.

Chicago Early Learning Manual to be Released Fall 2017

In the fall of 2017, DFSS will release a Chicago Early Learning Standards (CELS) manual of policies and procedures for all its community-based agencies, including those providing Head Start, Early Head Start, Early Head Start-Child Care Partnership Program, Preschool for All, and Prevention Initiative. The creation of CELS aligns with the adoption of new Head Start Program Performance Standards which were released by OHS in 2016.

To create the CELS, DFSS staff and CPS Community Partnership Program staff met weekly to discuss all the content areas and program expectations related to early learning programs, including reviewing the new Head Start Program Performance Standards, the Head Start Act, and the Illinois State Board of Education Administrative Rules. From this eight-week review, a draft manual of standards was created. The manual will be reviewed by internal and external stakeholders before it is submitted for approval by the DFSS governing body and the Citywide Parent Policy Council and released to agencies.

For more information, visit www.childserviceschicago.com.

Children and Families Served

Parent Involvement

An important part of Head Start is family engagement in education and child development services. DFSS and its delegates offer parents many ways to be involved with their children's development, as illustrated in the table.

Parent Involvement Activities	Number
Number of volunteers: current or former Head Start or Early Head Start or Early-Head Start-Child Care Partnership parents	4,442
Number of families who received adult education such as GED programs and college selection	4,624
Number of families who received parenting education	8,780
Number of programs with organized and regularly scheduled activities designed to involve fathers/father figures	60
Number of fathers/father figures who participated in these activities during the program year	4,392

To further support family and parent engagement, DFSS collaborates with the University of Illinois at Chicago (UIC) Center for Literacy Parent & Family Engagement Programs on multiple year-round initiatives. Each initiative is aligned with the national Head Start Parent, Family, and Community Engagement Framework. The framework addresses family outcomes in seven areas: Family Well-being, Positive Parent-Child Relationships, Families as Lifelong Educators, Families as Learners, Family Engagement in Transitions, Family Connections to Peers and Community, and Families as Advocates and Leaders. Major program year highlights include:

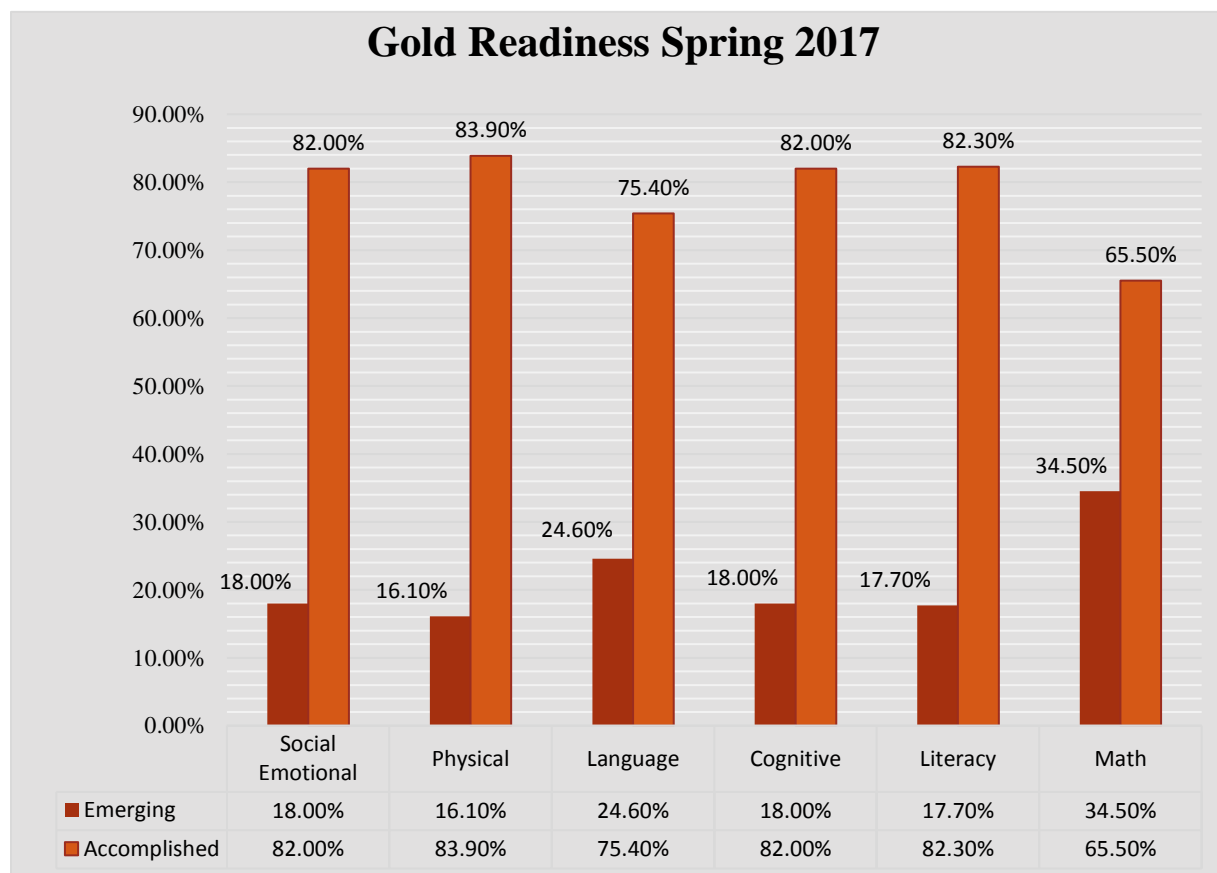
- 3,744 parents participated in 624 workshops at 193 community-based Head Start Chicago Early Learning sites covering financial management and pre-employment planning.
- Over 1,900 resource room visits with 1,123 individual parent consultations to address the needs of children with autism and other development delays. New training workshops included Visual Supports for Social Emotional Learning in the Classroom and Boardmaker 101.
- 15 professional development trainings were provided to all Chicago Early Learning Staff.

Kindergarten Readiness

DFSS and its delegates use Teaching Strategies *Gold*[™] Online Assessment System to track children's development in six categories against widely held expectations for the child's age group. The table below shows the average scores for pre-kindergarten children (those set to begin kindergarten the following year), comparing their average scores from winter to spring.

Widely Held Expectations Gender Comparison of Average Spring and Winter Scores				
Area of Development and Learning	Winter Girls	Spring Girls	Winter Boys	Spring Boys
Social Emotional	85.07%	87.58%	78.89%	80.94%
Physical	82.95%	85.15%	79.70%	81.44%
Language	77.43%	80.70%	70.21%	71.74%
Cognitive	85.09%	87.17%	79.45%	81.88%
Literacy	80.91%	83.33%	74.57%	76.95%
Mathematics	77.42%	80.03%	72.30%	74.98%

DFSS and its delegates use the Comparative Report/Gold Readiness report to compare children's scores to a readiness benchmark for Kindergarten entry. The chart shows the percentage of children whose skills, knowledge, and behaviors are emerging (below benchmark value) or accomplished (at or above the benchmark value).



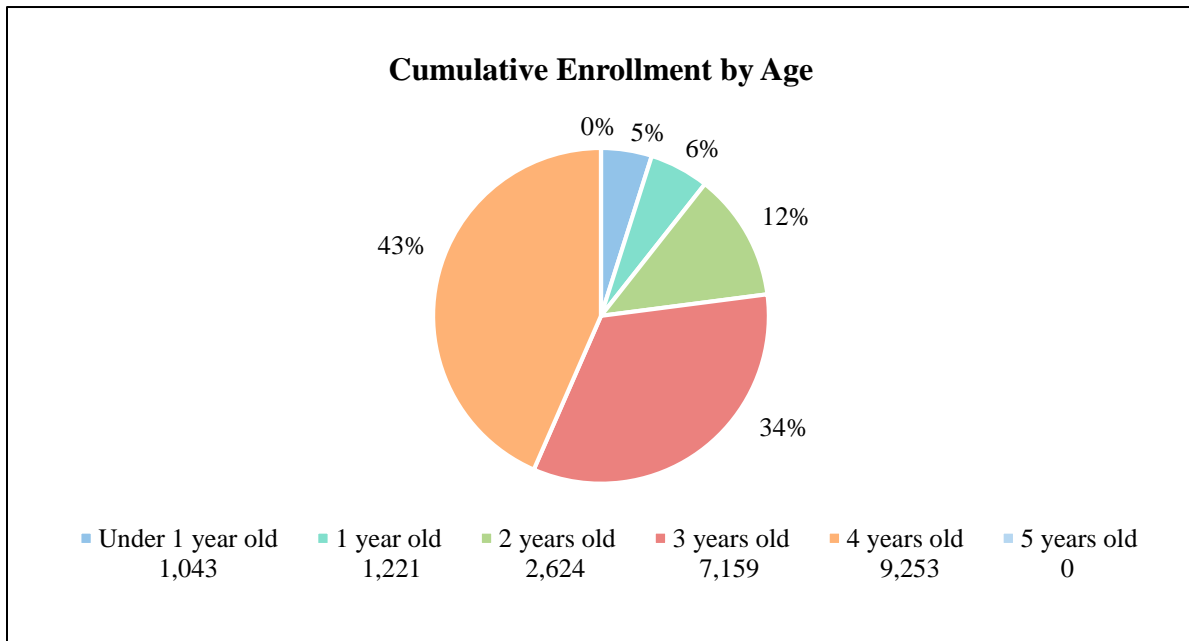
Enrollment

DFSS and its agencies prioritize the enrollment of underserved children, children with special needs, families with limited English proficiency, immigrant families, teen parents, grandparents raising grandchildren, and homeless families.

DFSS encourages robust attendance, as it is important for learning outcomes. All agencies have attendance policies that require follow up for unexcused absences and encourage working with families to relieve barriers to regular child attendance.

In Program Year 2016-2017, the city of Chicago received federal funding to serve 15,158 Head Start children and families, 1,583 Early Head Start children and families, 1,100 Early Head Start-Child Care Partnership (birth to three) children and families, and state child care assistance funding to provide child care subsidies to approximately 8,000 children within the Chicago city limits through 35 delegate agencies.

During the Program Year 2016-2017, DFSS had the following cumulative enrollment in its Head Start programs.



Number of Cumulative Children Served

Head Start: 17,664
 Early Head Start: 2,138
 Early Head Start-Child Care Partnership: 1,585
 Total Cumulative Enrollment: 21,387

Number of HS, EHS, & EHS-CCP Families Served

Single-Parent Families: 15,149
 Two-Parent Families: 3,193

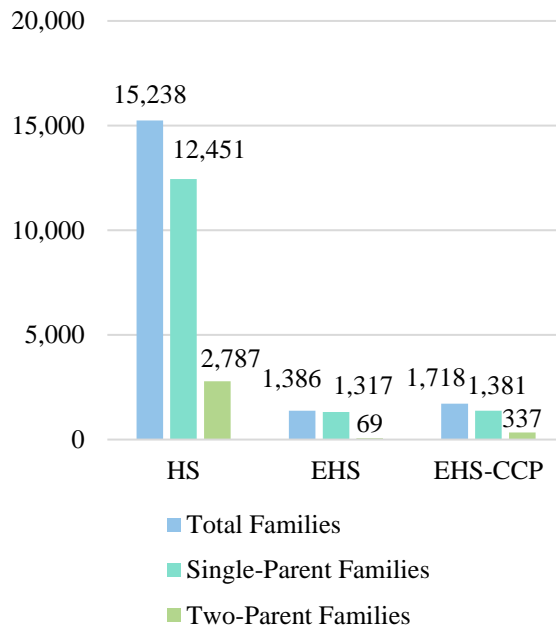
Children in Chicago Eligible for HS, EHS & EHS-CCP

Head Start: 35,527
 Early Head Start & Child Care Partnership: 35,168

Percentage of Eligible Children Served

Head Start: 43.1%
 Early Head Start & Child Care Partnership: 21.5%

Total Number of Families Served by Program

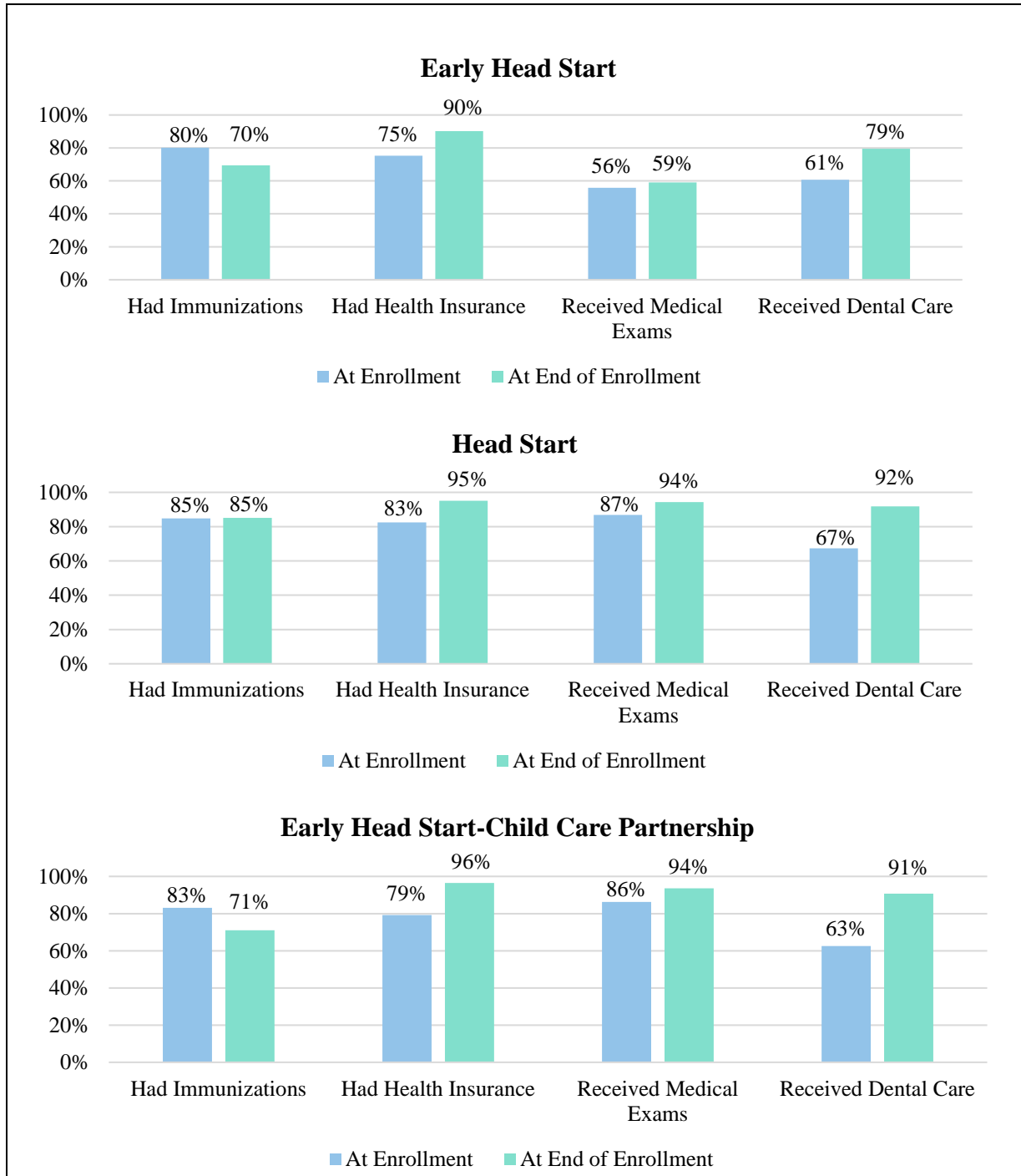


Average Head Start, Early Head Start, & Early Head Start-Child Care Partnership Monthly Enrollment as a Percentage of Total and Funded Enrollment

	2016 Average	16-Sep	16-Oct	16-Nov	16-Dec	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Average
Head Start Capacity	16,808	16,808	16,808	16,808	15,158	15,158	15,158	15,158	15,158	15,158	15,158	7,210	6,990	
Head Start Actual Enrollment	13,599	13,558	14,165	14,306	14,414	14,534	14,492	14,584	14,748	14,854	14,747	6,426	6,927	13,146
Head Start Actual Enrollment as Percentage of Funded Enrollment	90%	81%	84%	85%	95%	96%	96%	96%	97%	98%	97%	89%	99%	83.99%
Head Start Average Daily Attendance	81.92%	86.73%	86.96%	85.57%	79.81%	82.31%	84.93%	84.90%	84.47%	87.56%	80.16%	70.75%	69.38%	81.96%
Early Head Start Capacity	923	923	923	923	1,583	1,583	1,583	1,583	1,583	1,583	1,583	1,583	1,583	
Early Head Start Enrollment	916	770	1,071	1,155	1,286	1,305	1,330	1,352	1,393	1,413	1,468	1,497	1,491	1,294
Early Head Start Enrollment as Percentage of Funded Enrollment	99%	83%	116%	125%	81%	82%	84%	85%	88%	89%	93%	95%	94%	91.27%
Early Head Start Average Daily Attendance	99.19%	81.36%	83.14%	79.35%	77.29%	80.06%	82.54%	83.79%	82.63%	86.87%	81.05%	78.51%	77.02%	81.13%
Early Head Start Child Care Partnership Capacity	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	
Early Head Start Child Care Partnership Enrollment	1,063	1,029	1,034	1,058	1,100	1,090	1,100	1,120	1,076	1,076	1,095	1,115	1,100	1,083
Early Head Start Child Care Partnership Enrollment as Percentage of Funded Enrollment	97%	94%	94%	96%	100%	99%	100%	102%	98%	98%	100%	101%	100%	98.43%
Early Head Start Child Care Partnership Average Daily Attendance	81.79%	86.15%	79.31%	82.97%	76.91%	80.75%	85.84%	85.41%	84.37%	87.39%	85.01%	81.60%	79.82%	82.96%

Health Services

Collaboration and communication with parents on the procedures for health services begins during the enrollment process. As such, every child will have a medical home, dental home and health insurance that will allow the family to access appropriate medical and dental care for the child. The following table shows the percentage of immunizations, insurance, medical care and dental care received at enrollment and at the end of enrollment for the three Head Start programs.



Fiscal Year 2017

Head Start Program Budget and Expenses

DFSS is the recipient of three Head Start federal grants from the US Department of Health & Human Services: Head Start, Early Head Start, and Early Head Start-Child Care Partnership. DFSS has a contract with the State of Illinois Department of Human Services to provide Site-Administered Child Care through two program models: Head Start-Collaboration and Child Care Only. In addition, DFSS receives city of Chicago corporate dollars, under the city's Ready-to-Learn Initiative, to enhance and expand the early childhood services it offers. DFSS receives funding for early childhood programs under three distinct fiscal years, as illustrated in the following table:

Funding Stream	Fiscal Year
Head Start/Early Head Start	12/1 – 11/30
Early Head Start-Child Care Partnership	7/1 – 6/30
Site-Administered Child Care	7/1 – 6/30
Ready-to-Learn Initiative	1/1 – 12/31

During Fiscal Year 2017, DFSS was awarded a total of \$195,576,102 million to provide services across all center-based Head Start programs.

FY 2017 Actual Received Budget and Expenditures

Programs	Actual Budget	Actual Expenditures
HS (12/1-11/30)	\$113,293,825	\$106,970,565
EHS (12/1-11/30)	\$18,912,512	\$17,380,181
EHS-CCP (7/1-6/30)	\$22,294,765	\$18,753,090
State – Child Care (7/1-6/30)	\$26,000,000	\$12,678,204
Corporate – Ready to Learn (1/1-12/31)	\$15,075,000	\$10,463,398
Total	\$195,576,102	\$166,245,438

DFSS Fiscal Year 2017 actual budget expenditures are illustrated in the tables below:

FY 2017 Head Start Expenses

Federal Budget Categories	Actual Budget	Expended	Expended/Actual Budget
Personnel	\$5,835,812	\$3,691,611	63.3%
Fringe Benefits	\$2,138,763	\$1,274,396	59.6%
Contractual	\$99,030,473	\$96,085,779	97.0%
Travel	\$9,010	\$2,924	32.5%
Supplies	\$461,875	\$428,533	92.8%
Equipment	-	-	-
Indirect Costs	\$5,817,892	\$5,487,322	94.3%
Total	\$113,488,697	\$106,970,565	94.4%
Non-federal share	Budget Amount \$29,822,324	Contributed Amount \$32,036,758	

FY 2017 Early Head Start Expenses

Federal Budget Categories	Actual Budget	Expended	Expended/Actual Budget
Personnel	\$406,700	\$406,700	100.0%
Fringe Benefits	\$183,133	\$154,718	84.5%
Contractual	\$17,298,916	\$15,878,190	91.8%
Travel	\$990	\$100	10.1%
Supplies	\$51,574	\$48,164	93.4%
Equipment	-	-	-
Indirect Costs	\$971,199	\$892,309	91.9%
Total	\$18,912,512	\$17,380,181	91.9%
Non-federal share	Budget Amount \$5,016,902	Contributed Amount \$4,532,918	

FY 2017 Early Head Start-Child Care Partnership Expenses

Federal Budget Categories	Actual Budget	Expended	Expended/Actual Budget
Personnel	\$406,525	\$192,830	47.4%
Fringe Benefits	\$179,350	\$77,149	43.0%
Contractual	\$19,208,344	\$16,499,291	85.9%
Travel	\$4,800	\$106	2.2%
Supplies	\$1,350,854	\$1,021,240	75.6%
Equipment	-	-	-
Indirect Costs	\$1,144,892	\$962,472	84.1%
Total	\$22,294,765	\$18,753,090	84.1%
Non-federal share	Budget Amount \$5,128,498	Contributed Amount \$4,828,889	

Summary of Audit Findings

The results of the latest 2017 audit performed by *Baker Tilly Virchow Krause, LLP* were published in August 2018. There were no financial audit findings for the Grantee.

Fiscal Year 2018 Proposed Budget

The Fiscal Year 2018 proposed budget below supports all direct and indirect costs anticipated to operate the Head Start Programs.

FY 2018 Proposed Budget for Head Start Programs

Federal Budget Categories	HS	EHS	EHS-CCP
Personnel	\$5,237,219	\$742,335	\$614,368
Fringe Benefits	\$2,015,805	\$285,725	\$262,827
Contractual	\$95,592,007	\$16,397,880	\$12,898,169
Travel	\$12,000	\$1,000	\$4,000
Supplies	\$500,000	\$45,000	\$39,250
Equipment	-	-	-
Indirect Costs	\$5,792,161	\$956,379	\$765,711
Other	\$3,706,941	\$206,037	\$335,024
Total	\$112,856,133	\$18,634,356	\$14,919,349
Non-federal share	\$28,494,426	\$4,728,128	\$3,820,590

Delegate Agencies

Ada S McKinley
 Albany Park Community Center
 Chicago Public Schools – Board of Education
 City Community Colleges – Board of Education
 Carole Robertson Center for Learning
 Catholic Charities
 Centers for New Horizons
 Chicago Child Care Society
 Chicago Commons Association
 Chicago Youth Centers
 Chinese American Service League
 Christopher House
 Easter Seals Society of Metropolitan Chicago
 El Hogar del Nino
 El Valor
 Erie Neighborhood House
 Gads Hill Center
 Henry Booth House

Howard Area Community Services
 It Takes a Village Child Care Services
 Judah International Outreach Ministries
 Korean American Community Services
 Lutheran Social Services of Illinois
 Mary Crane League
 Metropolitan Family Services
 Montessori School of Englewood
 New Pisgah Day Care
 North Avenue Day Nursery
 Northwestern Settlement House
 Onward House
 Salvation Army
 SGA Youth & Family Services
 Shining Star
 Trinity United
 YMCA of Metropolitan Chicago