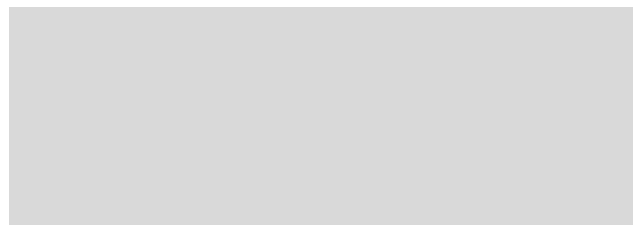




2022-2023

# ANNUAL REPORT

DRAKE UNIVERSITY HEAD START



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## PROGRAM OVERVIEW

Head Start and Early Head Start programs provide early childhood education to children ages birth to five. The majority of the families served by Head Start and Early Head Start face significant challenges such as poverty, homelessness, disability, or trauma.

The US Department of Health and Human Services – Administration for Children and Family Services – Office of Head Start (ACF-OHS) provides funding for Head Start/Early Head Start grantees across the nation. Drake University has served children and families in Central Iowa through the Head Start/Early Head Start grant since 1977.

During the 2022-2023 program year, Drake University operated two grants: the Head Start/Early Head Start (HS/EHS) grant and the Early Head Start - Child Care Partnership (EHS-CCP) grant.

The EHS-CCP grant was designed to improve the quality of existing child care programs and expand access to high-quality care for infants and toddlers. **The Drake University EHS-CCP 2022-2023 Annual Report can be found within this report following the Head Start/Early Head Start section.**

## **Head Start**

Drake University is the Grantee for the largest Head Start grant in the state of Iowa. Drake University provides Head Start services to children ages three to five across six counties: Polk, Boone, Warren, Jasper, Marion, and Story (Ames only). Drake University Head Start programs are located in the following cities:

- Ames
- Ankeny
- Boone
- Des Moines
- Indianola
- Knoxville
- Newton
- West Des Moines

Families in Polk County also have the option for home-based Head Start services.

Des Moines Public Schools (DMPS), the largest school district in the state, provides Head Start services in the DMPS enrollment area as a Delegate of Drake University Head Start.

## **Early Head Start**

Early Head Start (EHS) programming is available to children from birth to three years of age who reside in Polk County. The EHS home visiting program is available to children ages birth to three. Children between the ages of two and three have the option to attend a center-based program uniquely designed to suit the specific needs of toddlers.

# PROGRAM GOALS

Program goals are determined at the start of each 5-year project period. Drake University Head Start's goals for the 2020-2025 project period are:



## GOAL #1

Children will be better prepared for school success.



## GOAL #2

Enhance the monitoring system to fully utilize data to make informed program decisions.



## GOAL #3

Foster a positive culture and climate built upon collaboration and strengths.



## GOAL #4

Empower families to be their child's first, most important, and forever teacher.

# FUNDING

Drake University Head Start receives federal funding from the U.S. Department of Health and Human Services through the Administration for Children and Families – Office of Head Start (ACF-OHS).

The agency was awarded a total of \$11,344,916 for the 2022-2023 program year. This figure includes \$1,525,430 for carryover of prior year operating funds. A cost-of-living adjustment of 5.6% on operating funds only was awarded to all Head Start grantees in the 2022-2023 program year. For Drake University, this provided an increase of \$219,751 for the Head Start Operating budget, and \$44,379 for the Early Head Start Operating budget.

The COVID-19 pandemic continued to present many challenges throughout the program year. Classrooms closed and services were offered virtually with limited in-person interaction because of staff shortages. The result of virtual programming, remote office staff, and overall staffing shortages/vacancies was that many of the usual supplies and consumables were not necessary and a funding balance of \$2,030,190 remained at the end of the program year. The surplus funds not requested from the funding agency in the 2022-2023 program year are being requested for carryover into the 2023-2024 program year.

Additional COVID funds were awarded to Drake University Head Start in April 2021, and spent by March, 2023. These included \$295,551 in Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA) funding and \$1,174,963 in American Rescue Plan (ARP) funding. These funds were awarded under a separate award number, were spent within the allotted time frame, and are not included in the tables below.

The following tables and charts detail the funding allocation, proposed budget, and actual expenditures for the Drake University HS/EHS grant for the 2022-2023 program year.

<b>2022-2023 Drake University Head Start Funding Allocation</b>	
Head Start Programming*	\$9,400,800
Head Start Training**	\$77,587
Early Head Start Programming	\$1,831,325
Early Head Start Training	\$35,204
<b>Total Funding Award</b>	<b>\$11,344,916</b>

\*Includes \$2,177,787 in Head Start funds for contractual Delegate programming.  
 \*\*Includes \$11,448 training funds for contractual Delegate training.

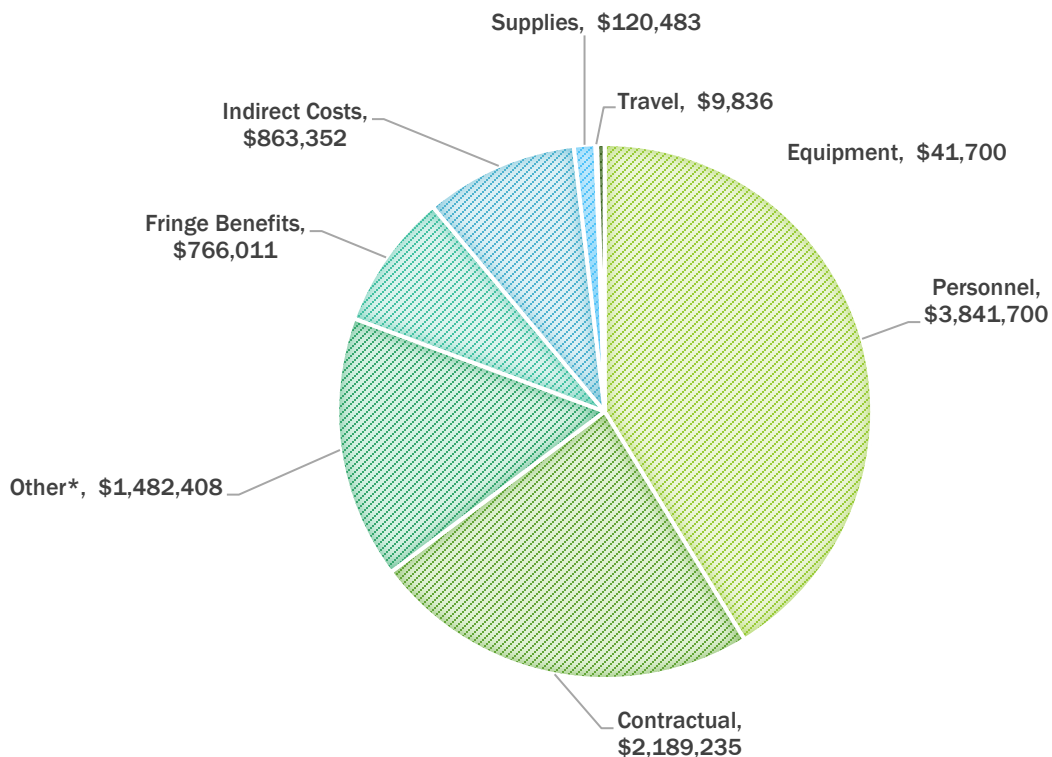
## FUNDING (cont.)

### 2022-2023 Proposed Budget

Personnel	\$4,393,518
Contractual (DMPS Delegate)	\$2,189,235
Fringe Benefits	\$1,193,596
Indirect Costs	\$1,134,160
Supplies	\$204,062
Equipment*	\$26,000
Travel	\$11,409
Other	\$2,192,936
Construction	\$0
<b>Total</b>	<b>\$11,344,916</b>

\*"Equipment" refers to capital equipment with a value of \$5,000 or greater.

### 2022-2023 ACTUAL EXPENDITURES



\*Other includes expenditures such as repair/maintenance, space and construction costs, interpretation/translation services, software, etc.

# STAFFING ASSESSMENT

## National Early Childhood Workforce Data

According to a 2022 [report](#) from the Center for American Progress (CAP), early childhood education workers “are compensated with low to poverty wages for their work... workers remain nearly at the bottom of all U.S. occupations when ranked by annual pay”. The CAP report includes National Survey of Early Care and Education (NSECE) data collected in early 2019. The data shows that over 95% of the early childhood education (ECE) workforce is female. It was found that in the Midwest region 70% of the ECE workforce is white; however, women of color were found to be overrepresented in early childhood education across the U.S. Nearly 80% of the educators have some college education with 59% holding a bachelor’s degree or higher.

Since 2020, the ECE workforce has decreased by about 7.5 percent according to the US Dept. of Health and Human Services. These national statistics explain the condition of staff shortages nationally and locally. State legislation has made efforts to support ECE workers through a pilot program that provides childcare assistance with no family income limit.

### Recruitment & Retention Efforts

Drake University Head Start HR Manager has participated in various employment events during the program year, engaging with Polk County high school students during their job fairs to encourage students on track for spring graduation to consider careers in early childhood education. Recruitment efforts by members of leadership include participating in recruiting events on Drake University’s campus and job fairs with Iowa Workforce Development, and Des Moines Area Community College (DMACC).

Additionally, current Head Start staff have played an integral role in sharing potential applicant information with the HR Manager and directing family and friends to apply for open positions. The Leadership Team made extensive efforts to engage staff, gather feedback, provide timely support, and make necessary improvements to ensure staff satisfaction, wellbeing, and development.

### Hiring & Turnover

New staff members have joined the Drake Head Start team at a steady rate. Between June 2022, and July 2023, 25 new staff members were hired, 15

staff members were transferred, 2 staff members retired, 1 staff member was terminated, and 24 staff members resigned for a total of 27 separations.

## COMMUNITY ASSESSMENT

### Poverty

Data from the United States Census Bureau’s American Community Survey (2022 Five-Year Estimates) provides a snapshot of the need that exists within the Drake University Head Start service area.

The term “poverty,” as it is used here, refers to families who fall below the Federal Poverty Level (FPL) established by the US government.

In the Drake University HS/EHS service area, the percentage of families living below poverty levels ranges from 2.0% to 11.6% by county, with a significantly higher level in Ames (26.2%). This may create the illusion that poverty is not a significant issue within this service area; however, 2-11% of the families in each of the counties served by Drake University Head Start equates to more than 13,800 families with children under five years living below the FPL across the service area.

### 2022 FEDERAL POVERTY GUIDELINES

FAMILY SIZE	ANNUAL INCOME
2	\$18,310
3	\$23,030
4	\$27,750



**THERE ARE MORE THAN 13,800 FAMILIES WITH CHILDREN UNDER 5 YEARS IN THE DRAKE UNIVERSITY HEAD START SERVICE AREA LIVING BELOW THE FEDERAL POVERTY LEVEL**

### Foster Care

There were 22 children in foster care served by Drake University Head Start during the 2022-2023 program year. Community Assessment data for this area comes from the US Census Bureau’s American Community Survey (ACS). According to the ACS, the number of children in foster care at a county level

has decreased 23% from 2021 to 2022. Polk County had a 39% decrease and Warren County had a 20% decrease. The most dramatic decrease in the number of children in foster care was in the Des Moines Public School district where they experienced a 70% drop in the number of children in foster care within their district. Data from the 2021 ACS indicated that there were 1,154 children within the DMPS district in foster care. The 2022 ACS showed 347 children in foster care within the district. Otherwise, all other counties within the Drake Head Start service area experienced increases in the number of children in foster care (Boone, 25%; Jasper, 13%; Marion, 21%; Story, 14%;).

### Free and Reduced-Price Meals

The school districts Drake University Head Start serves are generally those with a high percentage of families receiving free and reduced-price meals. Free and reduced-price meal data from the Iowa Department of Education for the 2022-2023 school year reflects that the districts in which Drake University Head Start operates had a free and reduced meals rate of around 41%. Des Moines Public Schools, the district that operates the agency's Delegate program, had a free and reduced lunch rate of 68.91%. The free and reduced meal rate has decreased 11% from the prior year for Des Moines Public Schools. Decreases ranging from 1-21% and increases up to 6% were seen in some districts.





# ENROLLMENT

## Funded Enrollment

Drake University Head Start receives funding to serve 892 Head Start/Early Head Start children ages birth to five across a six-county service area. Of the 892 children Drake University Head Start is funded to serve, DMPS is funded to serve 420 Head Start children in the district attendance area. Drake University provides Head Start services for 384 preschool-age children and 88 Early Head Start children.

**DRAKE UNIVERSITY HEAD START SERVED  
908 CHILDREN AND THEIR FAMILIES  
OVER THE COURSE OF THE 2022-2023 PROGRAM YEAR**



One of the lingering effects of the COVID-19 pandemic experienced by Head Start agencies across the nation is reduced child enrollment.

### *Head Start Enrollment*

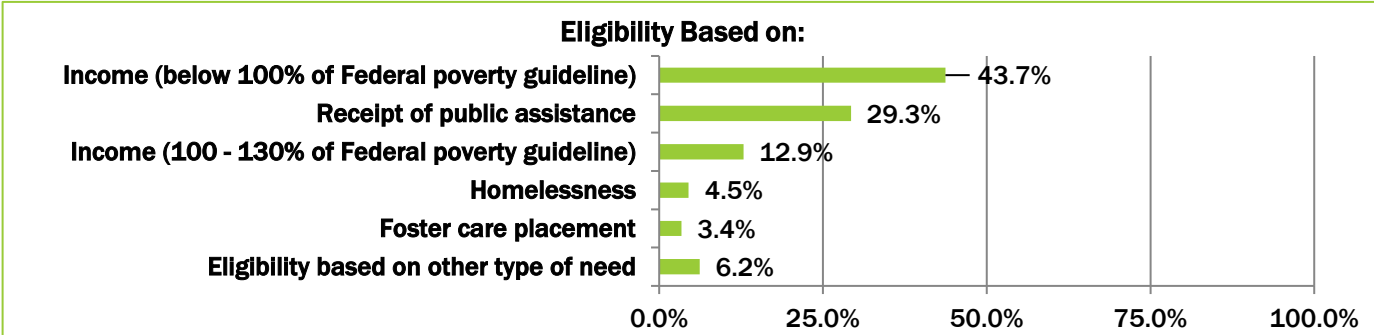
Head Start Funded Enrollment: 804  
Average monthly Head Start Enrollment: 84%\*  
\*Average monthly HS enrollment (Sept-May)

### *Early Head Start Enrollment*

Early Head Start Funded Enrollment: 88  
Average monthly Early Head Start Enrollment: 99%\*  
\*Average monthly EHS enrollment (July-June)

## Eligibility

Many families served by the program are eligible in multiple categories; however, Head Start programs may report only one eligibility category per family to the US Department of Health and Human Services. The percentage of eligible children in each category is reported below.

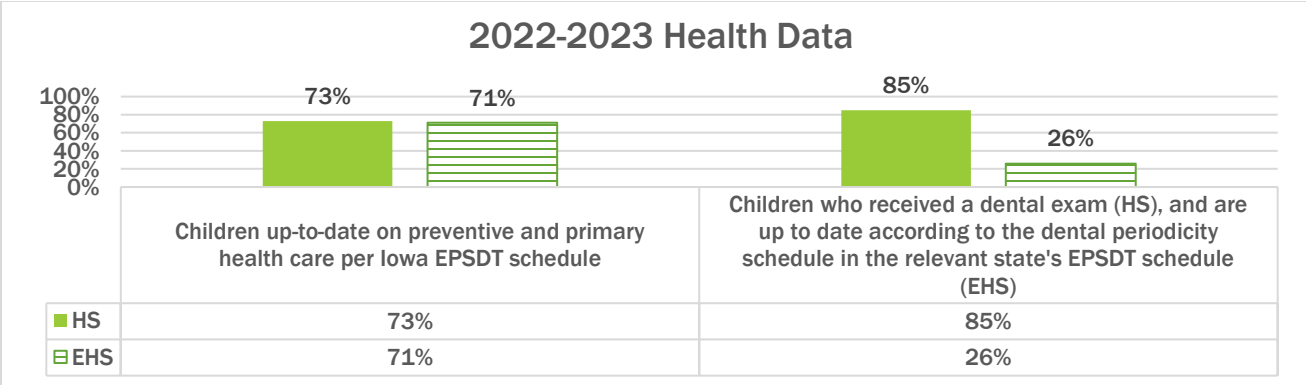




# HEALTH

Along with conducting hearing, vision, and developmental screenings for enrolled children, Head Start provides families with educational materials and resources that underscore the importance of keeping children healthy.

The chart below reflects the percentage of children who were up to date on their preventive and primary health care, children who received a dental exam by the end of the program year for HS children, and children who are up to date according to the dental periodicity schedule in the relevant state’s EPSDT schedule.



## Health Education

Health education events provide Grantee and Delegate families with resources and tools to meet their health goals. In the 2022-2023 program year, trainings were offered in person as COVID-19 restrictions have been relaxed. Two Health Care Institute trainings were offered during the 2022-2023 program year. The agency hopes to continue with more Health Care Institute trainings and engage more parents. CPR and First Aid for Friends and Family is offered in service areas where the Parent Needs and Interests Survey indicates high parent interest. Dental education kits were also sent home to families in the fall of 2022, and toothbrushing resumed in classrooms in January 2023.

# FAMILY ENGAGEMENT

Drake University Head Start engages families in their child’s learning and development through parent education, leadership opportunities in program governance, and parent/child activities and events. Additional ways to engage parents, including Coffee and Connections, were reintroduced post pandemic and Parent Cafés were newly implemented.

## Parent Education

Drake University Head Start staff work one-on-one with parents to learn more about the family’s needs and provide parents with appropriate resources.

Drake University Head Start Family Engagement Specialists offered Positive Solutions for Families, a research-based parenting curriculum, virtually and in-person. Family Engagement Specialists and teaching staff share information and resources with families using Talking Points, an app that allows staff to communicate with families in their home language.

### Parent Resources

In addition to individualized resources, families receive:

- MONTHLY NEWSLETTERS
- MONTHLY *KID FOOD* AND *SMART FOOD* BULLETINS
- PARENT EDUCATION CLASSES
  - HEALTH CARE INSTITUTE
  - FAMILY AND FRIENDS CPR and FIRST AID
  - POSITIVE SOLUTIONS FOR FAMILIES
- ACCESS TO A FAMILY LENDING LIBRARY
- COFFEE AND CONNECTIONS
- PARENT CAFES
- PARENT AND CHILD TOGETHER (PACT) TIME TO PROMOTE PARENT/CHILD ENGAGEMENT AT SCHOOL IN THE CLASSROOM
  - WEEKLY FOR DMPS
  - MONTHLY FOR DRAKE UNIVERSITY HEAD START

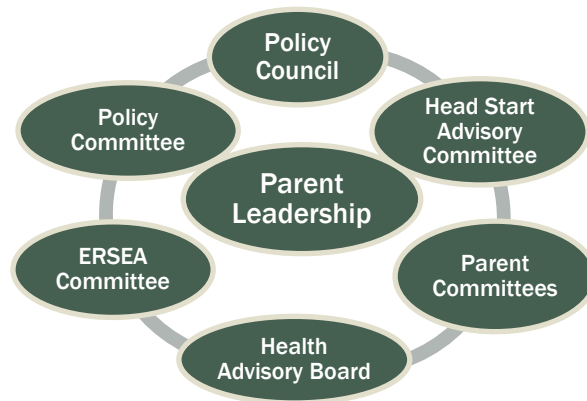
Des Moines Public Schools Early Education Programs offers parent education through virtual and social media platforms. These platforms were utilized in response to district health, safety, and security measures. Additional community connections and evidence-based parent education opportunities were offered based upon responses from fall and spring parent surveys, needs assessments, and family partnership agreements. Family Engagement Facilitators share information and resources with families using *SNAP! Connect*, a private media platform which translates into more than 75 languages. Families are notified of opportunities and resources related to health, safety, mental health, school readiness, and community connections. Resources shared with families include seasonal and utility assistance, adult

education, employment opportunities, citizenship support, public libraries, clinics, housing and financial education, and more. Families can request assistance with making connections through the *SNAP! Connect* app, with their messaging being translated to and from members of the Family Support Service Team.

DMPS Head Start partnered with Iowa State University Extension to offer virtual parent education titled *Our Bookshelf*, a 4-part, evidence-based series promoting early literacy home-based activities, available in both English and Spanish. ISU Extension’s Expanded Food and Nutrition programming is also promoted to families. Family Engagement Facilitators presented the *Positive Solutions for Families* training series to families in both English and Spanish via Microsoft Teams.

### Parent Leadership

Parents are encouraged to develop their leadership skills by participating in a variety of committees and sub-committees within the agency’s governance structure. The image below displays the different opportunities Drake University Head Start and DMPS offer parents throughout the program year.



### Parent/Child Activities and Events

In addition to PACT times, Drake University Head Start offers three agency-wide parent/child events for all enrolled children and their families:

- A Day at Living History Farms
- An Evening at the Science Center of Iowa
- Head Start Day at the Blank Park Zoo

The Evening at the Science Center was discontinued during the 2021-2022 and 2022-2023 program years in response to the COVID-19 pandemic but will resume in the 2023-2024 program year.

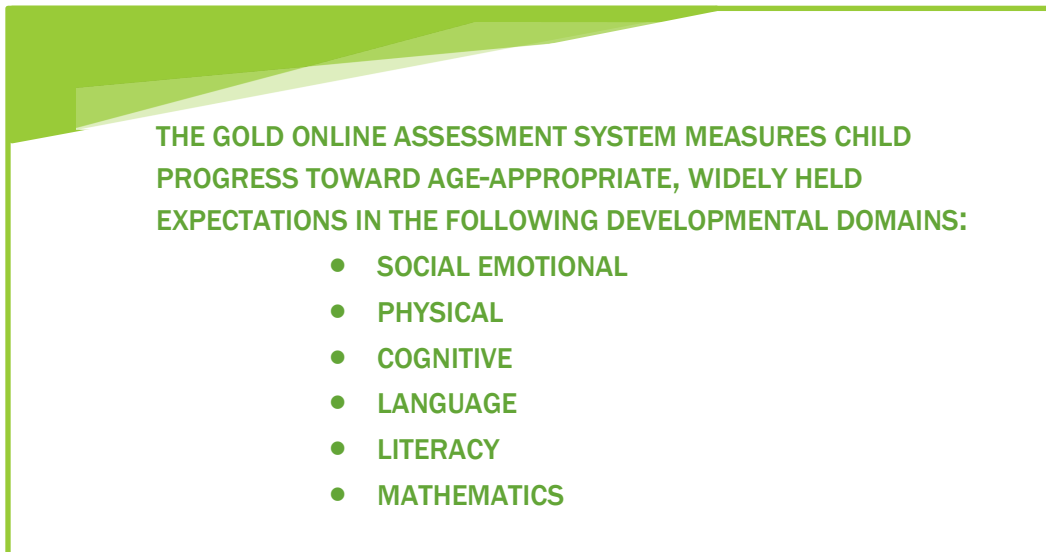
# SCHOOL READINESS

## School Readiness Goals

Drake University Head Start's foremost goal is that "Children will be better prepared for school success." Agency objectives assess progress toward this goal to address overall school performance with a focus on social-emotional development and literacy skills.

## GOLD

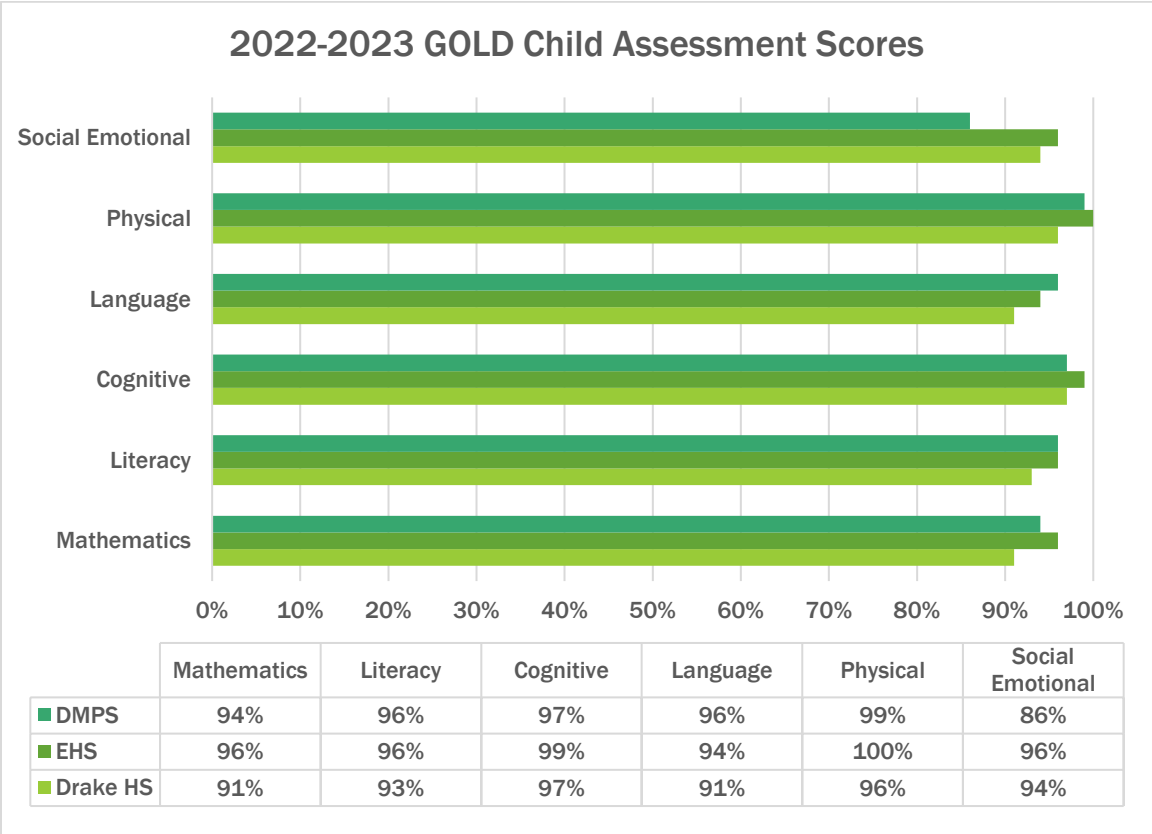
Drake University Head Start and Early Head Start programs conduct ongoing child assessment using the Teaching Strategies GOLD Online Assessment System. Teachers and Infant/Toddler Specialists enter anecdotal and media evidence into the GOLD database, assessing child progress at common checkpoints during the year.



THE GOLD ONLINE ASSESSMENT SYSTEM MEASURES CHILD PROGRESS TOWARD AGE-APPROPRIATE, WIDELY HELD EXPECTATIONS IN THE FOLLOWING DEVELOPMENTAL DOMAINS:





- SOCIAL EMOTIONAL
- PHYSICAL
- COGNITIVE
- LANGUAGE
- LITERACY
- MATHEMATICS

The following chart represents the percentage of children meeting or exceeding GOLD Widely Held Expectations at the end of the 2022-2023 program year. These numbers represent all children enrolled in the Grantee Head Start and Early Head Start programs as well as those enrolled in the DMPS Delegate Head Start program.



# HEAD START PREPARES CHILDREN FOR KINDERGARTEN

Drake University Head Start and Des Moines Public Schools partner with families to facilitate a successful transition to kindergarten. Head Start works closely with families, helping them plan for this change through:

-  Discussions about transition during parent-teacher conferences,
-  Information to parents about their child’s neighborhood school, including information on registration/enrollment processes for kindergarten such as Kindergarten Round Up,
-  Information to parents about summer learning opportunities, and
-  Exchange of pertinent information and student records with parents and between programs as appropriate.

## FEDERAL MONITORING REVIEW

The most recent federal monitoring review for Drake University Head Start took place in March 2022. A federal monitoring review team conducted a Focus Area Two monitoring review with Drake University Head Start. Team members visited Grantee and Delegate classrooms, observing daily operations for compliance with the Head Start Act of 2007 and Head Start Program Performance Standards.

### Overview of Findings

The Overview of Findings is explicitly aligned with sections of the Head Start Program Performance Standards and Head Start Act of 2007. The Overview of Findings identifies areas of compliance, non-compliance, or concern for each section from the Head Start Monitoring Protocol. Results of the monitoring review showed one concern and one area of non-compliance with OHS standards and the Head Start Act of 2007 641A(c)(2)(F). Remediation measures were immediately implemented, and both the concern and the non-compliance have been resolved.

## AUDIT REPORT

An independent audit for Drake University, which included both grants, was conducted by Deloitte & Touche, LLP. No concerns were noted in the Independent Auditor's Report dated November 22, 2022.



# EARLY HEAD START CHILD CARE PARTNERSHIP (EHS-CCP)



## PROGRAM OVERVIEW

The Early Head Start Child Care Partnership (EHS-CCP) grant is a partnership between the Office of Head Start and the Office of Child Care, two branches of the U.S. Department of Health and Human Services. Through this grant, Drake University works with seven local child care centers to serve 90 infants and toddlers in Des Moines, Iowa. Partner centers are located within areas of the city where a high proportion of at-risk youth and families reside.

## PROGRAM GOALS

The 2022-2023 school year marked Year Four of the grant's second five-year project period. Program goals for this project period are:



### GOAL #1

Improve outcomes for children by providing comprehensive, full-day, full-year experiences in a quality learning environment facilitated by highly qualified staff.



### GOAL #2

Provide support and education to parents to improve self-sufficiency and competency in their roles as parents.



### GOAL #3

Increase staff qualifications and skills through instructional coaching and quality, comprehensive professional development.

The following child care centers are Drake University's EHS-CCP partners:

- Capitol Park Early Learning Center
- Children & Families of Iowa – Child Development Center
- Conmigo Early Education Center
- House of Mercy Child Development Center
- Little Sprouts Children's Center
- Oak Academy
- Wonder Years Academy

During this project period, Drake University Head Start has continued to recruit families, provide high quality family services to enrolled children, and provide innovative professional development and instructional coaching to teaching staff, directors, and administrators. Additionally, the agency has developed collaborative relationships with organizations that support children and families as they age out of the EHS-CCP program.

## EHS-CCP: FUNDING

EHS-CCP funding is awarded by the same source as Head Start and Early Head Start funding: the U.S. Department of Health and Human Services’ Administration for Children and Families’ Office of Head Start.

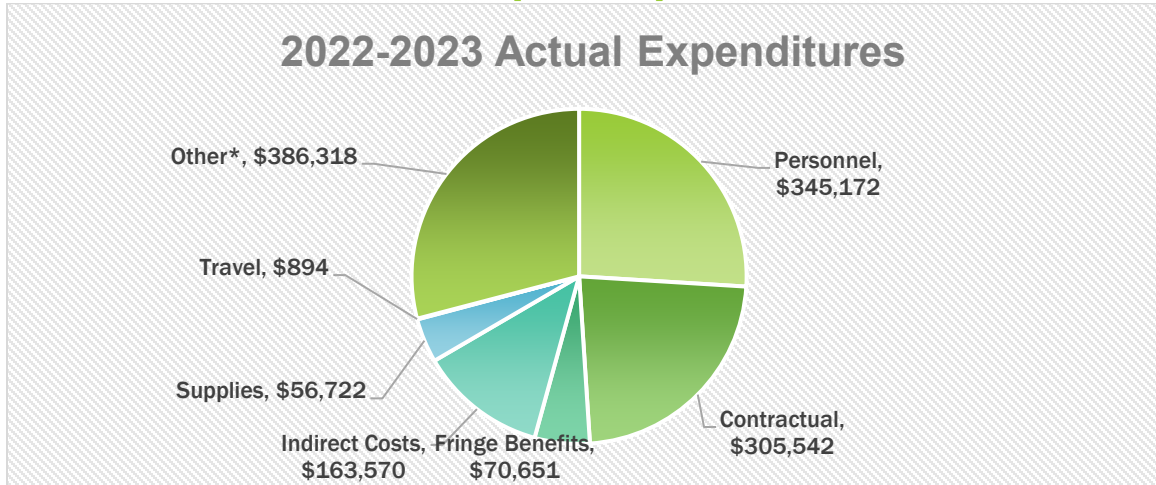
This grant received a total of \$1,461,290 for the 2022-2023 program year. This figure includes \$264,913, for carryover operating funds from the prior year. A cost of living adjustment of 5.60% was awarded to all EHS-CCP grantees in the 2022-2023 program year. This adjustment applied only to operating funds. \$157,327 remained unspent and was requested as carryover into the 23-24 program year.

<b>2022-2023 Drake University EHS-CCP Funding Allocation</b>	
Early Head Start Programming *	\$1,461,290
Early Head Start Training	\$ 24,906
<b>TOTAL FUNDING AWARD</b>	<b>\$ 1,486,196</b>

\*includes carryover operating funds of \$264,913

<b>2022-2023 EHS-CCP Proposed Budget</b>	
Personnel	\$ 346,805
Contractual	\$ 415,119
Fringe Benefits	\$ 87,358
Indirect Costs	\$ 186,173
Supplies	\$ 145,006
Equipment <sup>1</sup>	\$ 0
Travel	\$ 2,036
Other*	\$ 303,699
<b>Total</b>	<b>\$1,486,196</b>

## EHS-CCP: FUNDING (cont.)



\*Other includes expenditures such as repair/maintenance, space and construction costs, interpretation/translation services, software, etc.





# EHS-CCP: COMMUNITY ASSESSMENT

EHS-CCP services are provided in areas of the city where the greatest concentration of at-risk families resides. Demographic data for Des Moines' Urban Core, where partner centers are located, reflects a low-income population where more residents rent than own and many do not pursue higher education.

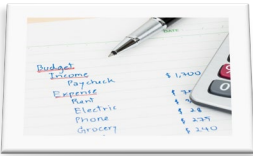
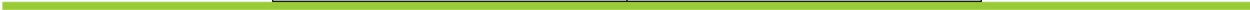
In the 2022 American Community Survey Five Year Estimates, the US Census Bureau reported that 5.4% of families with children under the age of five in Polk County were living below the federal poverty level. Census data shows that 7% of families with a child under the age of five in Des Moines are living below the federal poverty level.

Census data over the course of this project period shows steady growth of Des Moines' population by about 1% annually. The percentage of DMPS families eligible for free and reduced-price meals was 68.91% during the 2022-2023 school year, showing an 11% decrease from the 2021-2022 school year.



### 2022 FEDERAL POVERTY GUIDELINES

FAMILY SIZE	ANNUAL INCOME
2	\$18,310
3	\$23,030
4	\$27,750



**IN THE CITY OF DES MOINES, THERE ARE 4,736 FAMILIES WITH CHILDREN UNDER THE AGE OF 5 LIVING IN POVERTY**

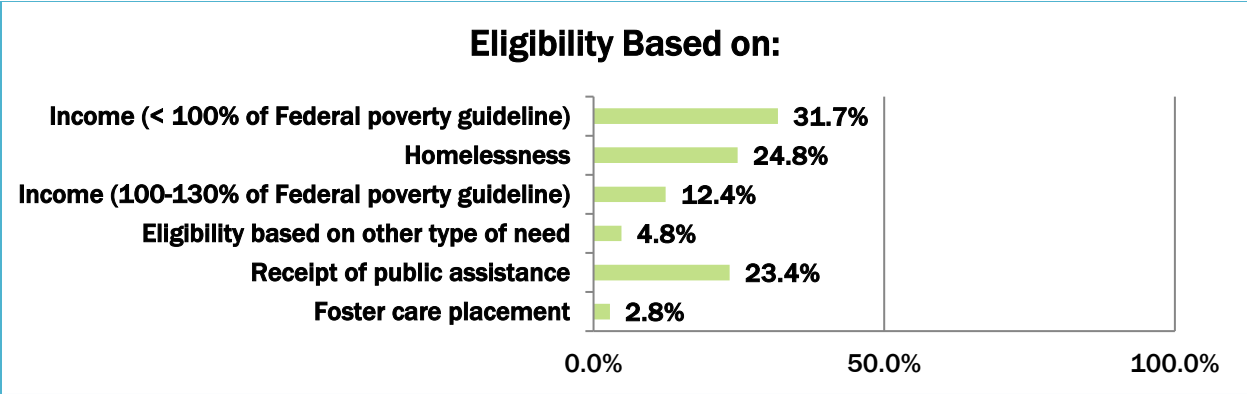




# EHS-CCP: ENROLLMENT

## Eligibility

During the 2022-2023 program year, cumulative enrollment for Drake University’s EHS-CCP program was 145 children. Many families served by the program are eligible in multiple categories. However, Head Start agencies report only one eligibility category per family to the U.S. Department of Health and Human Services. The percentage of children in each category is reported below.



## Enrollment

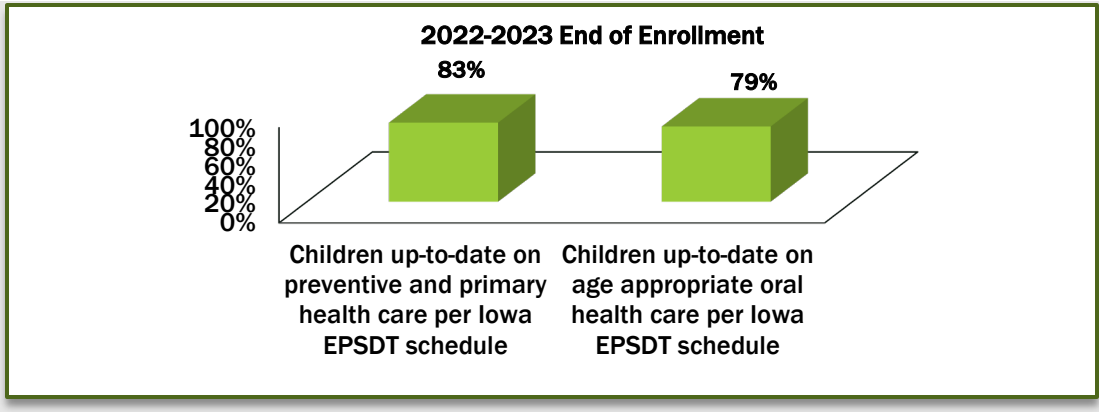
The data below reflects the average enrollment throughout the 2022-2023 program year.

**Monthly Funded Enrollment: 90 children**  
**Average Monthly Enrollment: 79%**



# EHS-CCP: HEALTH

Drake University EHS-CCP staff provide resources and education to families then follow up with referrals to appropriate providers. Drake University EHS-CCP focuses on improving the overall health of families by encouraging healthy habits.



# EHS-CCP: FAMILY ENGAGEMENT

## Family Goals and Parent Education

EHS-CCP family engagement activities include parent education, parent leadership opportunities, and home visits. During the enrollment process, Family Engagement Specialists work with families to develop individualized goals based on the families’ needs and interests. Family Engagement Specialists maintain routine contact with families throughout their child’s enrollment to help them move toward goals.

EHS-CCP families are invited to the agency’s *Health Care Institute* training to learn more about how to handle various childhood illnesses and when it is imperative for children to see a doctor. They are also invited to participate in three agency-wide parent/child events each year for all enrolled children and their families:

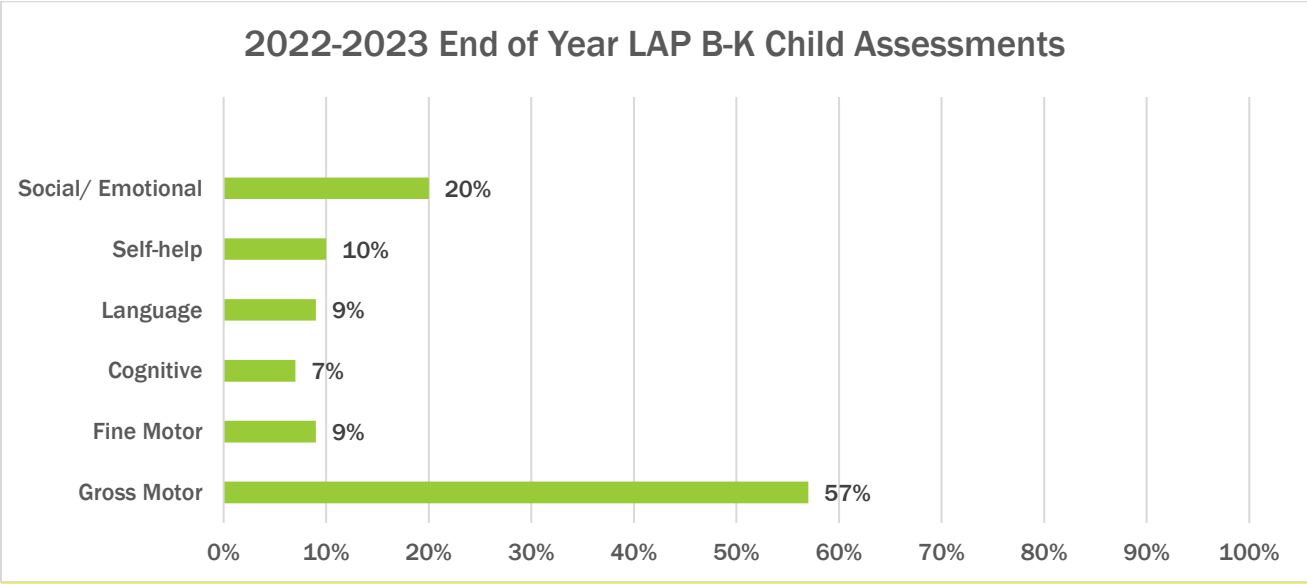
- A Day at Living History Farms
- An Evening at the Science Center of Iowa
- Head Start Day at the Blank Park Zoo



# EHS-CCP: SCHOOL READINESS

In infant and toddler classrooms, school readiness skills are demonstrated through child/caregiver relationships rather than writing or drawing samples. EHS-CCP programming focuses on creating a secure base for the children and forming relationships.

EHS-CCP classrooms use Learning Accomplishment Profile Birth to Kindergarten (LAP B-K) to assess child progress toward widely held expectations in each domain. Aggregated spring 2022 assessment data for the seven Child Development Centers is depicted below. The 2019-2020 program year was the first year all seven Child Development Centers utilized the LAP B-K tool. Percentages reported reflect children who have demonstrated proficiency in 51-100% of the domain items.



## **EHS-CCP: REVIEW RESULTS**

The most recent federal monitoring review for Drake University Head Start took place in March, 2022. A federal monitoring review team conducted a Focus Area Two monitoring review with Drake University Head Start. Team members visited Grantee and Delegate classrooms, observing daily operations for compliance with the Head Start Act of 2007 and Head Start Program Performance Standards.

### **Overview of Findings**

The Overview of Findings is explicitly aligned with sections of the Head Start Program Performance Standards and Head Start Act of 2007. The Overview of Findings identifies areas of compliance, non-compliance, or concern for each section from the Head Start Monitoring Protocol. Results of the monitoring review showed one concern and one area of non-compliance with OHS standards and the Head Start Act of 2007 641A(c)(2)(F). Remediation measures were immediately implemented, and both the concern and the non-compliance have been resolved.

## **AUDIT REPORT**

Independent Auditor's Report dated October 4, 2023 conducted by CliftonLarsonAllen, LLP. Drake University had one internal control finding concerning student enrollment report timelines on campus. This was identified and addressed. This finding did not impact the Drake University Head Start program as its enrollment processes are separate from those of the college.