

# Annual Report 2019-2020

## PROGRAM INFORMATION

PO Box 157  
Deming, WA 98244

Deming Site:  
5018 Alder Street  
Deming, WA 98244

Everson Site:  
6067 Mission Road  
Everson, WA 98247

Fax: (360) 306-5099

Number of Staff: 17

Enrollment: 64

Service Delivery:  
Monday to Thursday  
A.M. Class 8:30-12:00  
P.M. Class 12:00-3:30  
Program Year: Sept 11, 2019 - June 26, 2020



## MISSION STATEMENT

*It is the mission of the Head Start program to provide services and support to children, families and their community. Through partnerships with other community resources we will respectfully identify the needs of children, families and community members while striving to strengthen, educate and empower each by providing opportunities to participate in culturally enriched early Childhood programs.*

## BRIEF OVERVIEW OF HOUSE OF CHILDREN (HOC) HEAD START

The Nooksack Indian Tribe is located in the town of Deming, Whatcom County in the State of Washington. The House of Children Head Start (hereinafter referred to as HOC) is operated under the auspices of the Nooksack Indian Tribe. The HOC is governed by the Nooksack Tribal Council that includes representation of eight tribally elected officials, and the HOC Policy Council. The Nooksack Tribal Administration oversees the implementation of the HOC's program operations including, but not limited to, financial operations, social services, human resources, and legal; which are reported to the Policy Council and Nooksack Tribal Council.

The HOC is a comprehensive center-based cultural and community focused early learning program for preschool children aged 3-5 years old. The early childhood education program supports school readiness through individualized support in each of these areas; approaches to learning, social-emotional development, language and literacy, cognition, and perceptual, motor and physical development, using the research-based Creative Curriculum for Preschool. Comprehensive services include nutritional, health, educational, and social services for 64 low-income children and families.

The program is currently operating Virtual classrooms due to COVID-19, providing contact with children and families Monday-Thursday, with weekly contactless deliveries of individualized learning materials. When Tribal Health authorities deem it is safe to resume in-person learning, the program will transition to providing hybrid virtual/center-based services before resuming traditional center-based instruction.

Head Start is a comprehensive child development program that provides services to eligible children and families at no cost. In accordance with Federal law, head Start is prohibited from discrimination on the basis of race, color, national origin, sex, age or disability.

# Financial Reports

## Nooksack Indian Tribe Fiscal Review

The Head start program is a major federal fund and reflects revenues and expenditures related to the Tribe's funding agreements with the US Department of Health and Human Services as the Tribe provides health care, social services, and educational services to eligible participants with these revenues.

Following are excerpts taken from the Report of Independent Auditors and Governmental Department Financial Statements and Supplementary Information for the Nooksack Indian Tribe dated December 31, 2019, with summarized comparative information for 2018 compiled by Moss Adams, LLP, Certified Public Accountants/ Business Consultants.

The Moss Adams audit report found, "In our opinion, the Tribe 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 December 31, 2019" (p. 27).

## Operating Budget 2019-2020

Total Base Funding:	
	\$944,249
Training and Technical Assistance:	
	\$11,824
Total federal Funds:	
	\$956,073
Non Federal Match:	
	\$234,913
Total Project Funding:	
	\$1,190,986

During this time period the Tribe and HOC program closed from 3/13/20-5/11/20 due to COVID-19.

## Head Start UDSA Child and Adult Care Food Program (CACFP)

Office of superintendent of Public Instruction: Child and Adult Care Food Program  
Reimbursed amount based on reported parent income and total meals claimed during program year.



### CORONAVIRUS:

Subsequent to December 31, 2019, the world health organization declared the novel coronavirus outbreak a public health emergency. The duration and magnitude of the impact of the novel coronavirus and resulting disruption to the tribe's operations is not quantifiable. It is believed by management that a significant financial impact on the tribe may include:

- a reduction of profit distributions from tribal businesses that were temporarily closed;
- a reduction of tax revenues from tribal and other businesses that are temporarily closed or suffering

From reduced demands given state shelter-in-place orders

The tribe intends to pursue all available federal resources available to tribal governments and tribal Businesses to mitigate the impact of the financial matters noted above.

-Moss Adams Report of Independent Auditors and Governmental Department Financial Statements and Supplementary Information for the Nooksack Indian Tribe



### BUDGET INFORMATION:

Personnel	\$552,355
Fringe	\$269,935
Travel	\$6,500
Supplies	\$35,650
Other	\$75,210
Total Direct Charges	\$939,650
T/TA	\$11,824
Non Federal Share	\$234,913

The sum of personnel and fringe benefits is between 60% and 80% of the total federal budget. The Head Start budget covers salaries and wages for 15 staff members. The amount of staff members reflected in this budget has not changed compared to prior years of Head Start funding. The Nooksack Indian Tribe absorbs any costs or expenses over and above the costs not covered by this grant application budget by using Tribal hard dollars from the Nooksack Indian tribe's budget.

Total amount reimbursed by CACFP as of September 2020: \$16,562.14

## ADULT CHILD NUTRITION PROGRAM

The Nooksack Indian Tribe House of Children Head Start is a proud participant in the US Department of Agriculture USDA Child and Adult Care Food Program administered by the Office of Superintendent of Public Instruction (OSPI). During in person services, meals are made available to enrolled children at no separate charge without regard to race, color, national origin, gender, age, or disability.

Parental income determines the amount of money OSPI will reimburse the Tribe to provide meals to enrolled children. A monthly income guideline is available. Any person who believes that he or she has been discriminated against by any USDA related act should write immediately to: The Secretary of Agriculture, WA, DC 20250.

Meals will be provided at the following sites listed below during in-person services:

NIT House of Children Head Start, Deming Site  
5018 Alder Street, Deming, WA. 98244

NIT House of Children Head Start, Everson Site  
6768 Mission Road, Everson, WA. 98247

During COVID-19 Virtual Services, Nooksack HOC is referring families to free meals provided by OSPI distributed by local schools to children residing in the Mt. Baker and Nooksack Valley School Districts.



## ABOUT OUR CHILDREN

64 Children and 55 families

### ELEGIBILITY

28 Had income below 100% of the Federal Poverty Line  
8 Were between 100-130% of the FPL  
19 Were over income  
5 Received Public Assistance (TANF, SSI, SNAP, WIC)

### ELEGIBILITY Cont.

1 family reported homelessness  
3 children were in Foster care

### RACE & ETHNICITY

33 Native American/ Alaska Native  
10 Hispanic or Latino  
18 White  
2 African American  
1 Asian

### CHARACTERISTICS

0 Two Year Olds  
5 Three Year olds  
28 Four Year olds  
31 Five Year Olds

### HEALTH SERVICES

64 Had Health Insurance  
45 Child Health Insurance  
19 Private Insurance

### DENTAL CARE

64 100% Had Dental Home  
64 100% Received Preventative Dental care

## CHILDREN AND FAMILY SERVICES

### MEDICAL SERVICES

64 100% Had Medical Home  
28 Received services from Indian Health Services  
63 Were up to date on Immunization (1 Exempt)

### DISABILITES SERVICES

3 Were treated for a chronic illness

### MENTAL HEALTH

64 Children Received mental health services/assessments

### IEP

13 Children had an Individual Education Plan

### DIAGNOSED PRIMARY DISABILITY

2 Received Speech referrals  
1 Received Hearing referral  
2 Received Vision referrals

### KINDERGARTEN READY

38 Children Transitioned to Kindergarten

### FAMILY NEEDS IDENTIFIED

7 Professional Development  
2 Housing  
25 Parenting Skills  
4 Family Literacy  
2 Learning and Development  
2 School Readiness  
7 Leadership Development  
2 Male Involvement  
1 Support Networks



## PARENT INVOLVEMENT

Each program year begins with a parent questionnaire. The questionnaire asks parents how and when they would like to volunteer in the classroom and at home, and also gives the program insights into topics families are interested in exploring during our parent classes and events. Our philosophy is to encourage parents to partake in learning activities at home with their child, and emphasize their role as their child's first and most important teacher. Parents are not pressured to participate in activities, but are encouraged to spend one-on-one time engaging with their children. Prior to Coronavirus the program took advantage of local resources to leverage the limited program hours to provide monthly field trips to the Library. These trips supported language and literacy development as well as family engagement, as each family received applications for Library cards that could be used outside of school to make use of all County Library services.

During the 2019-2020 Program Year the HOC Head Start the program facilitated family education and support services in the following areas based on identified need:

- Application Assistance
- Resume Assistance
- Housing Application assistance
- Page Ahead
- Kindergarten readiness Assistance
- Parent Teacher Conferences to discuss child development, progress, and school readiness
- Parent Policy Council
- Family Fun Night events

Due to COVID-19 the following events and services were planned but were not completed:

- Positive Indian parenting
- Male Involvement

Family Fun Nights Pre-COVID were held monthly from October-February and focused on Literacy, Bike Safety, Fire Safety, Immunizations, Dental Health, Personal Safety, Safe Trick or Treating. and promoted:

- Family Literacy
- Community Engagement
- Networking
- Community Connections
- Family participation & Advocacy
- Male Involvement

## KINDERGARTEN READY!

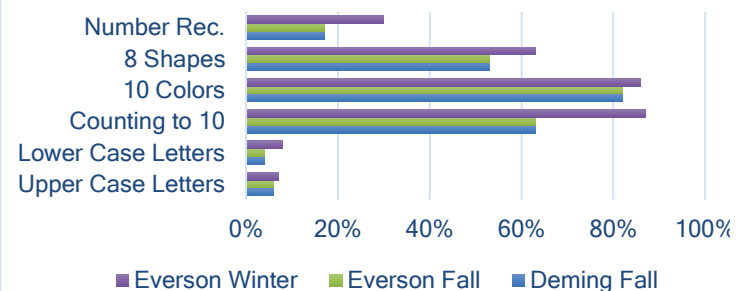
### Program Outcomes for 2019-2020

The program year began with a focus on school readiness, and supporting children's individual development through the process of screening, individual learning support, and ongoing assessment. Our staff's goal for individualizing with the children is to focus on the Social Emotional, Physical, Cognitive, and Language areas once a week with documentation collected during daily activities. Teachers documented child progress and development using the research-based Creative Curriculum for Preschool and ongoing daily observations. Teachers use assessment and observation report data to reflect on teaching approaches, and plan next steps to support child progress in each developmental domain.

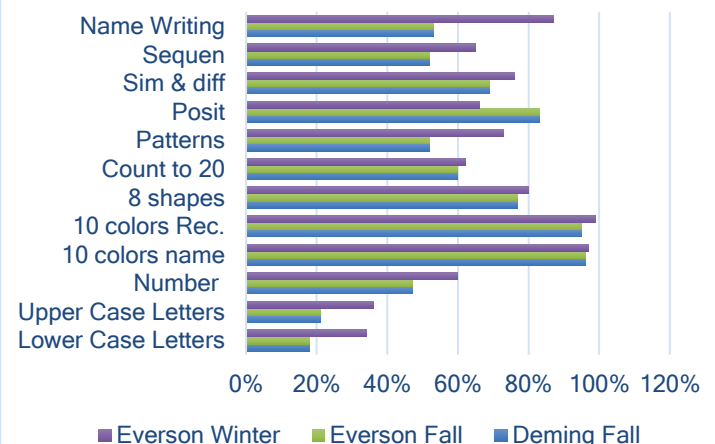
At the end of a very unusual program year we proudly celebrated the graduation of 38 Head Start children as they transitioned from Preschool to Kindergarten. This year not only marked the first time our program, like many others in the country, was forced to close for an extended period due to COVID-19, but also the first time our Teaching staff partnered with Kindergarten Teachers at local Mt. Baker and Nooksack Valley schools to participate in a virtual meet & greet with children and families. This is a partnership that will continue in future years to support PreK-K transitions.

### 2019-20 Program Year Educational Outcomes:

#### AM Class Outcomes



#### PM Class Outcomes



## 2019 FOCUS AREA 1 MONITORING REVIEW

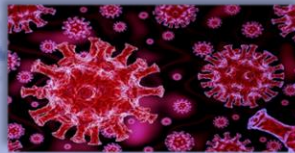
In September-October 2019 the program participated in an intensive site review, which evaluated all operational, educational and services areas of the program. The FA1 Monitoring Report was released on January 14, 2020 with the following information about the program's compliance with the requirements of Head Start Performance Standards.

- Area of Concern: Program Design and Management
- Area of Noncompliance: Designing Quality Education and Child Development Program Services
- Area of Concern: Designing Quality Health Program Services
- Opportunity for Continuous Improvement: Designing Quality Family and Community Engagement Program Services
- Opportunity for Continuous Improvement: Determining, Verifying, and Documenting Eligibility

The incoming Head Start Director worked with the program staff and Office of Head Start Training & Technical Assistant team to identify the reasons for these findings and implement quality improvement measures to bring the program into compliance within the required timeframe.

On November 10, 2020 the Director and NIT Administration received formal notice from the Office of Head Start stating:

"From September 28, 2020 to October 5, 2020, the Administration for Children and Families (ACF) conducted a monitoring review of Nooksack Indian Tribe Head Start program to determine whether the previously identified findings had been corrected. The Office of Head Start (OHS) would like thank your governing body, policy council, staff, and parents of your program for their cooperation and assistance during the review.... Based on the information gathered during this review, we have closed the previously identified findings which are included in this report". - Dr. Deborah Bergeron, Director, Office of Head Start



## HEALTH AND SAFETY

Governor Jay Inslee declared a State of Emergency for the State of Washington due to a sharp increase in the emerging Coronavirus Pandemic on February 29th, 2020. The World Health Organization subsequently declared COVID-19 a Global Pandemic on March 11, 2020. As cases surged in Washington State, Governor Inslee further implemented mandatory school closures for all Washington State schools on March 13th, 202, with the Nooksack Tribe initiating a Shelter-in-Place order on that date, closing all education programs and Tribal Offices until further notice. The Tribe remained closed until May 11th, 2020.

Upon reopening, it was determined that it remained unsafe to resume in-person classroom services until local and State virus rates were reduced and improvements could be made to program operations, facilities and community practices. Plans were drafted, reviewed and approved to follow a 4 Stage reopening plan under the advisory of the Tribe's Health Authority and Pandemic Response Team. The program completed the remainder of the 2020 school year providing virtual program services in accordance with these guidelines.

## WATER QUALITY

Water quality reports for the year 2019 are available for the Joe Louie Water Association and the Deming Water Association, which provide service to our Everson and Deming program sites.

The Water Quality report is required by the Federal Safe Drinking Water Act (SDWA) to inform the public of the quality of drinking water. YOUR WATER IS SAFE TO DRINK Our system had no violations in 2019. While we have learned through our monitoring and testing that some substances have been detected, the EPA has determined that your water IS SAFE at these levels. We are proud to report that your drinking water meets or exceeds all Federal and State water quality standards. -Board of Directors

The Deming Water Association, which services our Deming classroom site, reported the following:

"Our community's water is of a very high quality. Almost all of the contaminants that we are required to test for by Federal and State Regulations are not detectable. Those few items that are detected...are at levels below maximum allowed concentrations. Our Association draws its water from an artesian spring field on the hillside above Deming that is classified as ground water. The Washington State Department of Health has determined that our spring field is "a low risk of being directly influenced by surface water", which means biological contamination associated with surface water (such as lakes or rivers) is a low risk.

## ANNUAL HEALTH INSPECTION

The Northwest Indian Health Board conducted facility health & safety inspections of both the Deming & Everson Head Start sites on 2/5/2019. Please review the program's response to the inspection findings:

- Prioritize facility inspection to determine repair needs at Everson site
- Ensure Kitchen staff are trained in food storage and safety, temperature requirements and handwashing requirements
- Staff will ensure all individual children's health & hygiene items are labeled and stored individually
- Management works with NIT Safety Coordinator to ensure fire extinguishers in classrooms and busses are inspected and serviced annually
- Management ensures all child immunization records are collected and updated in accordance with State law and program Performance Standards.
- Program Staff & Management conduct monthly inspections of classroom and busses First Aid and safety supplies to ensure they are fully stocked and contain medications for currently enrolled children
- Faulty roof vent was replaced to protect water heater pilot light from high winds
- Necessary Bus repairs were completed at NIT Automotive shop

## HOUSE OF CHILDREN STAFF

17 Staff members

4 former Head Start parents

The Head Start Director holds a Bachelor's in Human Services and a Master's in Early Childhood Education: Administration, Management, and Leadership

The Program Manager is completing an Associate's Degree at Northwest Indian College

The Family Services/ Health Coordinator is completing a Bachelor's in Human Services at Northwest Indian College

The Everson Lead Teacher/ Education & Disabilities Coordinator holds a Bachelor's degree in Early Childhood

The Deming Lead Teacher is completing a Bachelor's Degree in Early Childhood Education

Two Assistant Teachers are pursuing their Associates in Early Childhood Education

Two Bus Drivers hold CDL endorsements

All staff are trained annually in: First Aid, CPR, Mandated Reporting of Child Abuse & Neglect, Bloodborne Pathogens, Fire Safety & Extinguisher training, Child Development, Medication Administration, Curriculum and Classroom Management, Child Observation and assessment, Confidentiality, Bus & Transportation Safety, Head Start Policies and Performance Standards.

All staff complete a background check and drug screening upon hire and prior to returning to their positions after summer break. All staff must adhere to the Nooksack Tribe's Personnel Policies and Procedures.



## Volunteers, Advisors, and Partners

### Nooksack Tribal Council

- Ross Cline Sr., Chairman
- Rick George, Vice Chair
- Agripina Smith, Treasurer
- Frank Leyva, Secretary
- Bob Solomon, Councilmember
- Lona Johnson, Councilmember
- Katherine Romero, Councilmember
- Roy Bailey, Councilmember

### Head Start Policy Council

- Sativa Robertson, Chair
- Jennifer Johnson, Vice Chair
- Maggie Kim, PC Parent

### Advisors-Stakeholders-Committee Members- Service Providers

- Nooksack Pandemic Response Team
- Katherine Romero, Government Services Executive Officer
- Charity Allen, Nooksack Chief of Staff
- Charles Hurt, Nooksack Tribe Lead Attorney
- Rickey Armstrong, Tribal Staff Attorney
- Elizabeth Ames, Nooksack Tribe CFO
- Suzanne Brownrigg, Nooksack Human Resources Director
- Heidi Davis, Social Services Director
- George Swanaset Jr., Cultural Resources Director
- Loren Roberts, Tribal Language Instructor
- Lona Johnson, Nooksack Health Department & Tribal Clinic Director
- Therese Davis, Nooksack Health Clinic Program Assistant
- Mike Ashby, Nooksack Law Enforcement
- Richard Edwards, Nooksack Facilities, Maintenance and Grounds Director
- Kaye Marshall, Mt Baker School District Early Learning Specialist
- Maya Cruz, Northwest Indian Health Board Environmental Health Specialist

### Health Services Advisory Committee

- Dr. Aamer Kahn, Nooksack Behavioral Health Director
- Sharon Poirer, Nooksack Planning & Safety Coordinator
- Andrea Garcia RN, Nooksack Tribal Clinic Manager
- Dr. Cate Webb, Nooksack Tribal Clinic Pediatrician
- Dr. Frank James, Nooksack Tribal Health Officer
- Sativa Robertson, Policy Council Chair
- Barb Himes, WIC Program
- Allison Wigbers RN, Nooksack Community Health Nurse
- Emma-Leigh Cline, Nooksack Dental Clinic

### Interagency Agreements

- Mount Baker School District Special Services Department
- Nooksack Valley School District Special Services Department
- Nooksack Indian Tribe Administrative Departments

### Partnership Agreements

- SNAP-ED Nooksack Indian Tribe Nutrition Staff
- Nooksack Health Clinic

### Service Area Agreement

- Early Learning and Family Services
- Todd Lertjuntharangool, Regional Program Manager Office of Head Start, Region XI
- Amber Lea, Office of Head Start Program Specialist

The Nooksack House of Children Head Start Staff and Policy Council invite you to help us deliver comprehensive educational, health, and social services by volunteering to help in the following areas:

- Policy Council
- Elders in the Classroom
- Parent Committee
- Health Services Advisory Committee
- Annual Self-Assessment
- Classroom Volunteer
- Community Needs Assessment

This annual report can be translated to Espanol by request.

Excerpts from this Annual Report may be published in the monthly Nooksack Tribal Newsletter- **Snee Nee Chum**

The Nooksack Indian Tribe, House of Children Head Start received the following awards from the Department of Health and Human Services Administration for Children and Families.

Approval of SF-424 request dated May 15, 2020 for a cost of living (COLA) adjustment in the amount of \$18,885 to offset the Tribe's 2020 COLA increase for all Tribal staff, and in accordance with FY 2020 Funding Guidance ACF-PI-HS-20-02, and \$35,000 for Quality Improvement to support the program's approach to implementing trauma-informed care. Percentage Increase: Salaries & Wages 2% and associated increases in offset higher operating costs.

Individuals interested in reviewing the budgets may contact Alicia Allard, Early Childhood Education & Head Start Director. For an appointment, please call 360-966-1251 or email [aallard@nooksack-nsn.gov](mailto:aallard@nooksack-nsn.gov).

This Annual Report, the Environmental Health and Safety reports, Program Outcomes and Results for both sites, PIR Reports, the 2017 CLASS Federal Review, and other reports that generated information and data for this report may be made available by contacting:

Alicia Allard, Head Start Director

Nooksack Indian Tribe

Post Office Box 157

Deming, WA 98244



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