

**Blackfeet Early Childhood Center Program
Annual Report
Fiscal Year 17 (Aug 1, 2017-July 31, 2018)**

Section 644 of the Head Start Act requires that (2) "Each Head Start Agency shall make available to public a report published at least once in each fiscal year that discloses the following information from the most recently concluded fiscal year..."

The Blackfeet Early Childhood Center (BECC) operates within the boundaries of the Blackfeet Reservation. The BECC encompasses the Head Start (HS) Program which serves children ages 3 to 5 years old and the Early Head Start (EHS) Program which serves children birth to 3 years old and pregnant women. The overall mission of the BECC is to provide low income children with a quality, enriching, age appropriate learning environment and experiences in order to promote school readiness.

The BECC operates six centers in various locations on the Blackfeet Reservation: Central (Browning); East Glacier; Seville; Heart Butte; Starr School; and Babb. All centers, with the exception of East Glacier, Starr School and Babb, provide both Head Start and Early Head Start services. The Browning or Central Center also houses the administration offices.

FISCAL (See Table 1 in Appendix)

Table 1 summarizes the budget allocations by category and also gives the year-to-date expenditures. The total initial funds received from Federal dollars (AMEND. NO. 0) for the Fiscal Year 18 was **\$3,750,759.00**. The program eventually received two additional supplements; A COLA (AMEND. NO 1 for **\$24,679.00** and **\$12,244.00** bringing the budget to **\$ 3,787,682.00**) then a final AMEND. NO.2 for **\$ 822,432** brought the Total Approved Budget to **\$ 4,610,114.00**. The total award was broken down into four budgets: Head Start 3-5 \$3,297,653.00; Head Start Training/Technical Assistance \$28,857.00; Early Head Start 0-3 \$1,253,923.00; and Early Head Start Training and Technical Assistance \$ 29,682.00. Each Budget was then divided into the following Expenditure Categories: Salaries, Fringe, Travel, Equipment, Supplies, Contractual, Construction, Other, and Indirect. The Training and Technical Assistance Budgets only consist of Other, Travel, and Supplies.

Other funding received consists of USDA Reimbursements totaling **\$290,416.18**

The total ACTUAL expenditures for the BECC Program for fiscal year 2017-2018 will amount to **\$4,610,114.00**.

AUDIT (Audit Detail in the Appendix)

The Blackfeet Tribe's tribal-wide audit was conducted and made available September 30, 2016. A more detailed summary is in the appendix.

CHILDREN AND FAMILIES SERVED

The enrollment year for Head Start began September 5, 2017 and end May 4, 2018. Early Head Start starts enrollment August 1, 2018 and ends July 31, 2015.

The Head Start program is funded for 290 in a full-day center based setting. By age, Head Start

served 111 3- year olds, 179 4-year olds. The Cumulative enrollment for FY 2017 was 372 with 22% of those children leaving the program.

Early Head Start is funded to 102 in a full day center based setting and 13 prenatal for a total of 115. By age, Early Head Start served 5 children less than 1 year of age, 35 1 year olds, 62 2 year olds. The cumulative enrollment for FY 2017 was 133, with 6% of those children leaving the program.

No children in either program received a Child Care Subsidy.

364 of the children enrolled in the Head Start program were Native American and 7 White and 1 multi-racial. This equals 372.

Overall, the Head Start program operated 18 classrooms and the Early Head Start operated 14 classrooms. The Blackfeet Early Childhood 3-5 Center served 372 families during the FY 17. Of the current enrolled 273 families (290 children) we had 62% two-parent families; 38% single-parent families. In terms of employment, 53% of the families served by the BECC had, if not both, at least one parent/guardian employed. 32% of the enrolled families served received TANF, SSI or Foster/Adoption. 34% of the BECC families received WIC services.

Fifteen (15) of the 0-5 families (405) served by the Blackfeet Early Childhood Center experienced Homelessness. Of the total overall families that BECC served, five (5) acquired housing during the enrollment year.

MOST RECENT PROGRAM REVIEW

The most recent program review took place on April 10 – 12, 2018. At this time BECC management has not received any information from which to report.

0-5 HEALTH

The Health Department schedules Four Health Advisory Committee meetings throughout the year. The Health Department scheduled one in October, one in January and one in March. The Health fulfilled one of the three, which was in March. During the Health Advisory Committee, the health department collaborated with Southern Piegan clinic/school health base, CHR, CHN's of IHS, Northern Winds Recovery Center, and Crystal Creek.

The Health Department provides Hearing, Vision, Dental, Lead/HBG, and Mental Health screenings throughout the year. The Health collaborates with Southern Piegan and the Public Health Nurse's at IHS to ensure the child's physicals and immunizations are up to date.

290 Head Start children and 120 Early Head Start children were up-to-date on the schedule of age- appropriate preventive and primary health care. Of these children, there were 65 Head Start children diagnosed with a chronic condition related to dental difficulties, hearing difficulties, and vision problems. Early Head Start had (0) child diagnosed with a chronic condition that needed medical treatment. Of these Head Start children 65 received or are receiving medical treatment. Of these Early Head Start children one (0) did receive medical treatment.

The Health Department also provides a prenatal program which has 16 pregnant women enrolled. They all have a health care provider; they are all covered through Medicaid, and receive dental treatment. During the prenatal classes, educational information and activities are provided every week at each class.

The number of Head Start children with up-to-date immunizations both at time of enrollment was 275 and at the end of the enrollment year was 280. The number of Early Head Start children with up-to-date immunizations at the time of enrollment was 105 and at the end of the enrollment year were 119.

Age-appropriate preventive dental care was administered to 120 Early Head Start and 290 Head Start children. 23% of the Head Start children receiving preventive dental care were diagnosed as needing further treatment.

FAMILY AND COMMUNITY ENGAGEMENT (FCE)-0-5 Department

The Total number of Families is 405 out of these families they have completed the IFPA (Individualized Family Partnership Agreement) (Home visits), (Needs and Strengths assessment) and (Family Engagement outcomes). The Early Head Start (115) there IFPA goal 61%, the Home visits was 59%, Needs and strengths was 59%. The Head Start 3-5-290 there IFPA goal 93%, Home visits 86%, Strengths and Needs Assessment 86 %. The Family Engagement Outcomes which has (5) Domains: Family Well Being, Positive Parent Child Relationship, Families as lifelong Educators, Families as learners, Family Engagement in Transition. Early Head Start 0-3 was 100%, Head Start 3-5 100%. Parenting Classes we had 20 parents complete the 123-Aged based curriculum. 0-3 to 3-5 Transition meeting we had four meetings with parents regarding transition. Enrollment we had 12 recruitment meetings, HOPA Mountain Books we had 405 books given out for this fiscal year for the 0-5 children and families.

PARENT INVOLVEMENT ACTIVITIES

The total number of persons providing any volunteer services to the Head Start or Early Head Start programs was 1,082 58% of those volunteers were current or former Head Start or Early Head Start parents. BECC promotes shared responsibility with parents of children enrolled in our program through early learning and development, and implements family engagement strategies that include, activities that support parent-child relationships and child development. During the school year parents are given more support through family activities. Six (6) activities were held, including father involvement, cooking, sewing and science awareness. On the average, twenty (20) families attend.

SCHOOL READINESS ACTIVITIES

The Head Start program had respectively, in the fall of 2018. The Head Start children who were ready for transition visited the kindergarten at the KW Bergan several times during the year, while Early Head Start children who were ready for transition visited the Head Start classrooms. Three (3) transition meetings were held with Blackfeet Early Childhood Center and Browning Public Schools staff to discuss the transition plan between the two entities, to ensure a smooth transition for students and parents of the community.

Routine developmental, sensory, and behavioral screenings were completed on 310 HS children and 151 EHS children. Of these children, 63 of the HS children, and 25 of the EHS children were given referrals as needing follow-up. These follow-ups are recommended by the teaching staff, to our special needs coordinator. Our teaching staff, special needs coordinator, and family advocates then give these follow-up recommendations to the parents of the students needing a follow-up. It is the responsibility of the parent to provide their children with the necessary follow-up that has been recommended. Head Start and Early Head Start staff provides services through MOA agreements with Browning Public Schools, and Benchmark Human Services to provide on-site services to these children needing follow-ups.

The Head Start program utilizes two curricula within the classroom: the Creative Curriculum, along with the Blackfeet Language Curriculum. The Early Head Start used the Blackfeet Language Curriculum, with a reference to the Touchpoints method, developed by T. Brazelton, M.D. The Blackfeet Early Childhood Center teaching staff uses both curricula to provide the students with an education that is well rounded, and emphasizes the Blackfeet Culture by providing the students with the opportunity to learn the Blackfeet Language. This method promotes a knowledge and understanding of the heritage of the Native American students, as well as the Blackfeet community.

BILINGUAL

The Blackfeet Head Start program is building on the Cultural strengths by incorporating Blackfeet Language, traditions, beliefs and values in all areas of service. Tribal elders work with the children to promote the cultural survival that identifies us as the Blackfeet Nation. Our target is Early Childhood 0-5 Head Start students. In the 3-5 programs we administer two Blackfeet language assessments throughout the year. We do a pre-test and post-test for each test to see what the students are learning and what words they need more work on.

This year the supervisor has noticed that the children weren't making progress using the traditional way of testing, so during her observations she recognized the need for alternative strategies that would increase the effectiveness of teaching language. In light of her observations, she produced a digital presentation that teachers and students could review over and over using an I-Pad and computer. This method proved to be effective and was supported by pre- and post-testing results: on 3/22/2018 the post-tests revealed that 19 of 22 students scored 20/20 whereas on my pretest 2/22 students scored 20/20. This strengthened my hypothesis that I needed a tool that could be used anywhere anytime.

DISABILITIES

The number of children in the Early Head Start program identified with a disability, as defined by the Individuals with Disabilities Education Act (IDEA), for FY 15 was 17. The total yearly enrollment for the 0-3 program was 102, making the percentage of children with a disability served 17%. All 17 children had an Individual Family Service Plan in place.

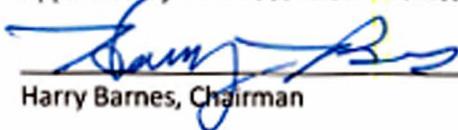
43 children in the Head Start program were identified with a disability, as defined by IDEA. 42 of these children were diagnosed with speech or language impairments and the remaining 1% was non-categorical developmental delays, making the percentage of children with a disability served at 15%.

OTHER

Collaboration Agreements are in place with Local Education Agencies; Public School pre-kindergarten programs; and Part C Agencies.

	Head Start	Early Head Start
Local Education Agency	3	3
Public School pre-kindergarten	3	3
Part C Agencies	1	1

Approved by Blackfeet Tribal Business Council:


Harry Barnes, Chairman

5/9/10
Date

Appendix

Audit Detail

Those results are compiled as of the date of this report. **Under 2016-002 CFDA# 93.600-Character Investigations-Material Weakness in Internal controls over compliance.** *Criteria:* The Indian Child Protection and Family violence Prevention Act (25 USC §3201) requires tribe and tribal organizations to conduct an investigation of the character of each individual who is employed or being considered for employment in a position that involves regular contact with, or control over, Indian children. The act further states that tribe or tribal organization may employ individuals in these positions only if the individuals meet standards of character, no less stringent than those prescribed under subpart B- Minimum Standards of Character and Suitability for employment (25 CFR Part 63) as the Indian tribe or tribal organization establishes. *Condition* documentation evidencing the completion of the required character investigations is not adequately maintained or available for review. *Questioned Costs:* None. *Context:* 7 of 12 personnel files tested lacked supporting documentation to indicate that the required background checks were performed and properly adjudicated.

Cause and Effect: Internal controls were not implemented to ensure compliance with federal requirements for character investigations. No controls instituted to ensure that hired employees had documentation of the criminal record investigation and background checks completed and that the required suitability determination was properly made by an adjudicator that had the required background check. This lack of effective internal control structure exposed the Department to greater risk of noncompliance with federal requirements. The Department may have unqualified employees working for these programs that place Indian children and other employees at risk: funding agencies could impose sanctions or other remedies for noncompliance.

Auditor's Recommendations: Strengthen its internal control structure by developing and implementing controls or a centralized process to ensure that programs maintain proper documentation for character background investigations and federal criminal record searches. All portions of the background investigations need to be retained for inspection.

The Department has procedures in place to ensure that all employees pass a tribal and state background check before being allowed to work. A list of programs who have employees who need to schedule investigations/re-investigations

2016-004-allowable Costs-Significant deficiency in internal controls over Compliance-CFDA 93.600.*Criteria:* contributions to a reserve for certain self-insurance programs including workers' compensations are allowable subject to the following provisions: (See Attached Report; pages 58-59).

Conditions: The department's self-insurance fund has not had an actuarial study conducted to determine if premiums charged to grant programs and other funds are reasonable.

Questioned Costs: Unknown.

Context: The Department's self-insurance fund has excess reserves that may be the result of: 1.) Higher premiums billed relative to claims paid out by the fund or; 2.) Potential liability of future claims that are under estimated.

Cause and Effect: An actuarial study had not been conducted to determine if premiums charged were reasonable in comparison of common –sized entities and to ensure the potential liability of future claims was properly estimated and appropriately recorded. Worker's compensation premiums charged to the grant programs and other governmental funds may be unreasonable based on historical experience.

Auditor's Recommendations: An actuarial study should be conducted as soon as possible and the reserve level should be analyzed and updated at least once every two years to ensure the department is in compliance with the requirements. Analysis of the study should then be conducted to determine necessary financial actions are deemed appropriate for compliance.

Management's Response: the Blackfeet Insurance services has received four bids for the actuarial work as well as have completed the requirement for awarding the contract. They are in the process of requesting approval by the BTBC to move forward with the contract.

2016-005-Cash Management-Material Weakness in Internal Controls over Compliance.(Program borrowing) – CFDA number (See Report for *Criteria, condition, context, Questions costs, Cause and Effect*): HHS Fund (BECC) does not have the funds on hand to cover the advanced funds. This is a continued finding from prior year. Other

funds were used to cover them. (borrowed funds). At year end, the HHS Fund had an inter-fund payable to the HIS fund of \$1,332,674, indicating that HHS had borrowed advanced funding from the HIS fund to sustain program activities.

Cause and Effect: Procedures to monitor cash management requirements are not effective resulting in noncompliance with cash management federal regulations.

Auditor's Recommendations: Improve cash management procedures to ensure that drawdowns for all federal and other award programs are performed on a more frequent and timely basis, such as biweekly or monthly. Also, implement effective internal control procedures that prevent the lending and use of restricted funds. Replenish and maintain federal cash balances at levels that exceed unearned revenue balances at all times.

2016-001 Cash Management-Material Weakness: Department is working to rectify deficit cash balances held in the past. New bank account opened in October 2015 to automatically transfer from ASAP system. A loan was taken to consolidate debt and payback funds owed to federal agency. Monitoring procedures implemented for general governmental budget to actual comparisons; reduced spending; documentation, required for reimbursement is submitted in a timely manner so that grant receivable balances are not outstanding for lengthy amounts of time; IDC agreement was submitted in a timely manner in 2016-2017.

TABLE 1

4511HS		4512 HST/TA		4513 EHS		4514 EHS T/TA	
EXPENDITURE	Budgeted	EXPENDITURES	Budgeted	EXPENDITUR	Budgeted	EXPENDITURE	Budgeted
Salaries	1,665,172	Training	11,000	Salaries	852,216	Training	5,000
Fringe	393,813	Travel	12,256	Fringe	189,158	Travel	16,844
Travel	0	Supplies	5,256	Travel	21,844	Supplies	6,985
Equipment	0	Other	345	Equipment	0.00	Other	853
Supplies	148,782			Supplies	72,919		
Contractual	0			Contractual	0		
Construction	0			Construction	0		
Other	240,445			Other	100,112		
Indirect	5,451			Indirect	9,952		
TOTALS	3,297,653	TOTALS	28,857 .00	TOTALS	1,253,923.00	TOTALS	29,682

The total ACTUAL expenditures for the BECC Program for fiscal year 2017-2018 will amount to **\$4,610,114.00**. The following are expenditures year-to-date.

4511HS		4512 HST/TA		4513 EHS		4514 EHS T/TA	
EXPENDITURES	Actual	EXPENDITUR	Actual	EXPENDITUR	Actual	EXPENDITUR	Actual
Salaries	1,527,811			Salaries	673,716	Travel	2,933
Fringe	266,818	Travel	9,573	Fringe	123,551	Supplies	0.00
Travel	8,433	Supplies	0.00	Travel	2,854	Other	0.00
Equipment	3,037	Staff Training	6,901	Equipment	1,398	Staff Training	4,802.70
Supplies	95,198	Other	345	Supplies	46,132		
		Supplies					
Contractual	155,882			Contractual	1,579		
Construction	0			Construction	0.00		
Other	684,842			Other	107,951		
Indirect	5,452			Indirect	9,952		
TOTALS	2,742,021	TOTALS	16,819	TOTALS	967,133	TOTALS	7,735