



Head Start/Early Head Start

Annual Report

2020-2021

PC Approval 10-19-21
Board Approval 10-20-21

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Message from our Board of Directors

Challenging as the past 18 months have been, I am very proud to report that the Kai Ming Head Start Program kept operating to the fullest extent possible. Though program services were disrupted for a brief period, per Covid-19 protocols, we began limited program services when circumstances permitted opening centers. The management team along with front-line staff collaborated to plan and develop a viable program within the confines of the pandemic guidelines. The staff planned a program which maintained high standards for quality programming while also ensuring maximum protection for front-line staff and the students and their families.

To paraphrase: No program is an island, entire of itself. Acknowledgments must be made to all the community organizations and various funding sources, whose guidance and support enabled our program to maintain a continuity of service. Thank you for allowing programs to continue operation under realistic “common sense” regulations and requirements for safe program operations.

Looking forward to the future, this coming year is going to be busy and exciting for Kai Ming Head Start. We have plans to find a permanent office space, adding a new site, and expanding program services. We’re hopeful that by working hard every day with purpose and diligence, we can make up for any lost ground from last year and continue program growth.

This next year won’t be easy. There will still be problems and obstacles to tackle; however, with continued support from funding agencies and the community, the Kai Ming Board and staff are looking forward to being able to expand services and unite together to build a stronger service program for the community.

“If you want to go fast, go alone; but if you want to go far, go together.” African Proverb



Karen Chin
Board of Directors Chairperson

Message from our Executive Director

Dear Community,

It's that time for us to share what we have accomplished this year. Despite the many challenges we have faced due to COVID-19, Kai Ming continues to focus and remains strong delivering the highest quality, comprehensive services and meeting the needs of our families, employees, and community. At Kai Ming, our highest priority is the health and safety of the children, parents, and staff. This is why we are constantly adjusting and implementing best practices during this pandemic. Here are a few highlights of our services during this year:

- Served half of the children in the classroom and the other half on distance learning (remotely)
- Served 341 children and their families
- Provided resources, educational activities/materials, equipment (iPads), PPE supplies
- Supported and empowered parents
- Kept staff employed, appreciated, and valued
- Provided comprehensive services that support school readiness, health, and wellness
- Provided mental health support
- Provided monthly Inclusion/Nutrition Cafes where parents participated virtually
- 90 Parents participated in our Triple P: Positive Parenting Program; 20 Parents participated in our Prenatal Program
- Kept both the Policy Council and the Board of Directors involved

Our Management Team and Staff have worked very hard in planning, preparing, training, and updating health and safety guidelines throughout the 2020-2021 school year, as keeping everyone safe is our priority. We are very grateful for this.

As we move forward to the new school year 2021-2022, we cannot turn away from the fact of life that COVID continues to spread with variants that are more contagious. Rest assured our program will adjust as we go and continue with our mission of strengthening the community through nurturing children, supporting families, and promoting the professional growth of our staff. It is my wish for this upcoming year for everyone to embrace life, value your experiences, practice gratitude, and take it slow!

Sincerely,



Jerry Yang
Executive Director

A Brief History of Kai Ming

As Kai Ming enters its 46th program year, we take much pride in knowing that our Early Head Start and Head Start programs have impacted and improved the quality of life for many disadvantaged children and their families. Kai Ming is committed to making a positive difference and will continue to build strong communities.

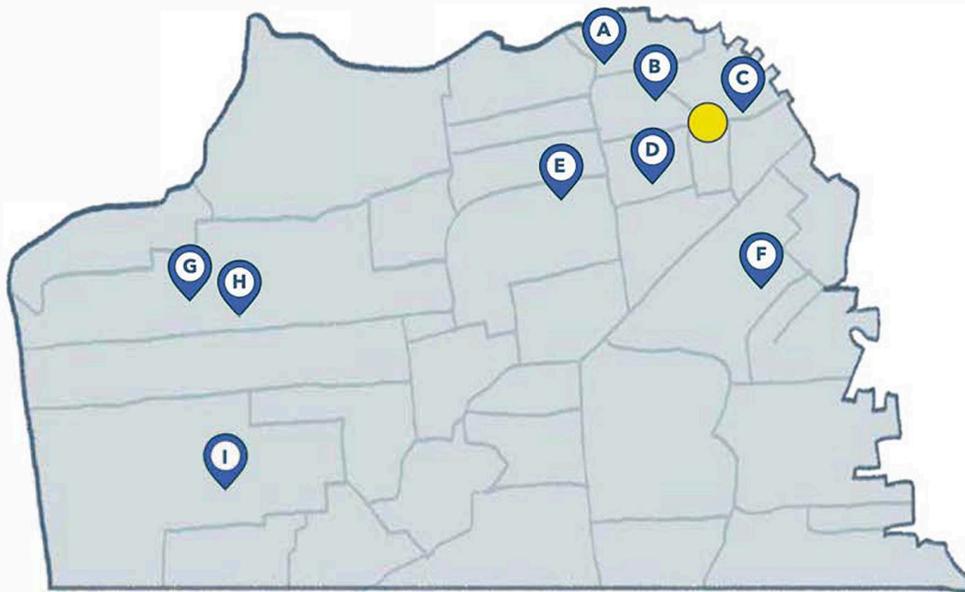
Kai Ming exists to promote school readiness for children in low-income families living in San Francisco by offering educational, nutritional, health, social, and other services. These comprehensive services are responsive to children’s cultural and linguistic diversity, varied abilities, and diverse socioeconomic backgrounds.

Kai Ming, Inc. 501(c)(3)	<ul style="list-style-type: none"> • Non-Profit Agency. • Serves children 3 months to 5 years old. • Serving at 8 locations in San Francisco with a designated service area that includes Chinatown, North Beach, Financial District, Richmond District, Sunset District, Nob Hill, and soon Mission Bay. • Center-Based & now distance learning • Full-day, Full-year & Full-day, Part-year.
Why Are We Different?	<ul style="list-style-type: none"> • We care about people. We promote professional learning as well as self-care skills. • We treat people with respect and kindness and practice truthfulness
Low Turnover Rate	<ul style="list-style-type: none"> • It is not a secret that many childcare providers cannot retain staff. We hold high expectations for staff, and we support them in a mindful way. They stay.
Innovative	<ul style="list-style-type: none"> • We turn our innovative ideas into action — pedagogical development and specialized data science systems. We follow through on our dreams seriously.

1975	1980	2014	2018
Established Kai Ming became a delegate Head Start Agency. Operated four centers in Chinatown.	Continued to assess the needs of the community and expanded services to Richmond, Sunset, and Financial Districts.	Kai Ming became a Head Start Agency Grantee.	Early Head Start, Substitute Teacher Empowerment & Placement Project, Art-Based Curriculum, & Zero and Beyond Project (Prenatal Program)

Serving San Francisco

Kai Ming Serving San Francisco



● Main Office 900 Kearny Street, Suite 600, San Francisco, CA 94133 415-982-4777

A North Beach Center
1170 Columbus Avenue
San Francisco, CA 94133
415-931-1088

B Rainbow Center
799 Pacific Ave
San Francisco, CA 94133
415-982-6522

C Broadway Center
820 Battery Street
San Francisco, CA 94111
415-982-4570

D TKL Center
950 Powell Street
San Francisco, CA 94108
415-766-6092

E St. Luke's Center
1755 Clay Street
San Francisco, CA 94109
415-690-1014

F Mission Bay Center
671 China Basin St
San Francisco, CA 94158

G Richmond Center
426 33rd Ave
San Francisco, CA 94121
415-386-3096

H Geary Center
6221 Geary Blvd
San Francisco, CA 94121
415-387-3133

I Sunset Center
2800 Taraval Street
San Francisco, CA 94116
415-759-8980

At Kai Ming

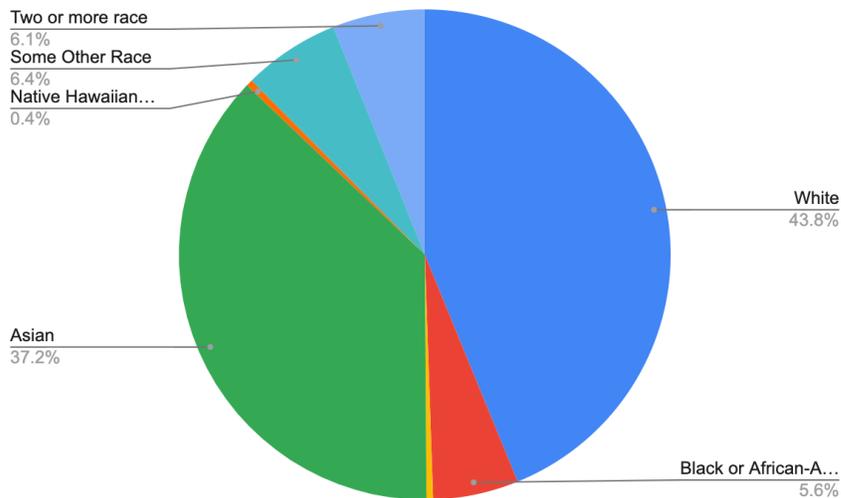
372 Number of Children Served

367 Number of Families Served

324 Number of Children Completing the Program

San Francisco At A Glance

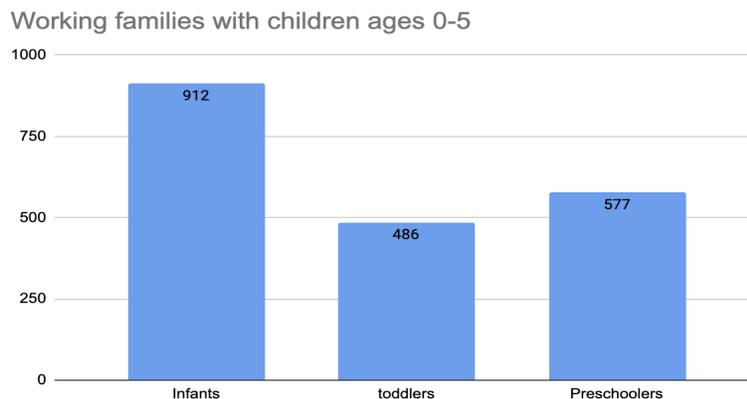
City Demographics: White (40.5%); Black or African-American (5.2%); American Indian or Alaska Native (0.4%); Asian (34.4%); Native Hawaiian or Other Pacific Islander (0.4%); Some Other Race 5.9%; Two or more races (5.6%) (*U.S. Census Bureau, 2019*)



San Francisco rents are still the highest in the nation; they are down 20.7% year-over-year with the average price of a one-bedroom in October 2020 at \$2,800 (*S.F. Chronicle, 2020, November 25*).

45% of preschoolers did not have access to a high-quality school readiness program (*First 5 SF, 2019*).

Working families with children ages 0-5 need subsidized care as follows: 912 infants, 486 toddlers, and 577 preschoolers (*Early Learning SF, 2019*).



Summary of Family Partnership Services

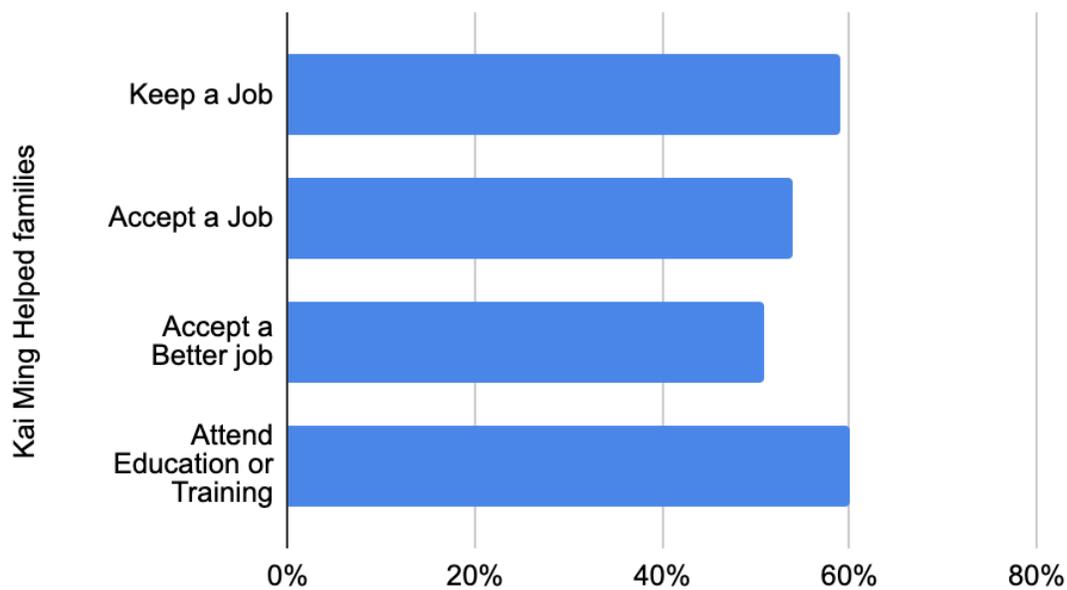
Services

100% of Kai Ming families are satisfied or very satisfied with:

- Overall Program Quality
- Family Well-being and Involvement
- Program Operation
- Individual Child Development
- Health and Safety

Kai Ming Helped Families:

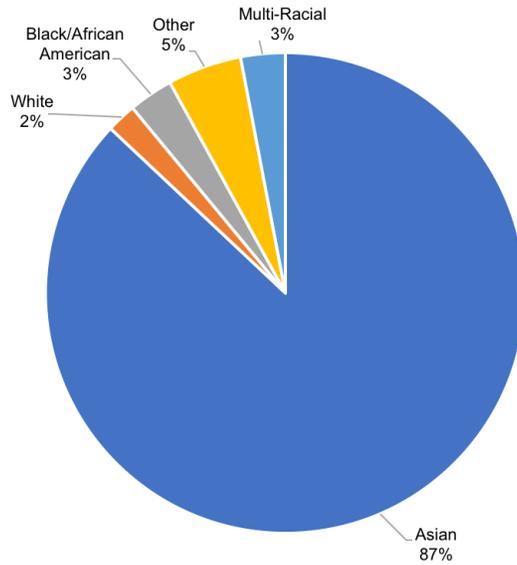
- 59% Keep a Job
- 54% Accept a Job
- 51% Accept a Better Job
- 60% Attend Education or Training



Kai Ming's Demographics

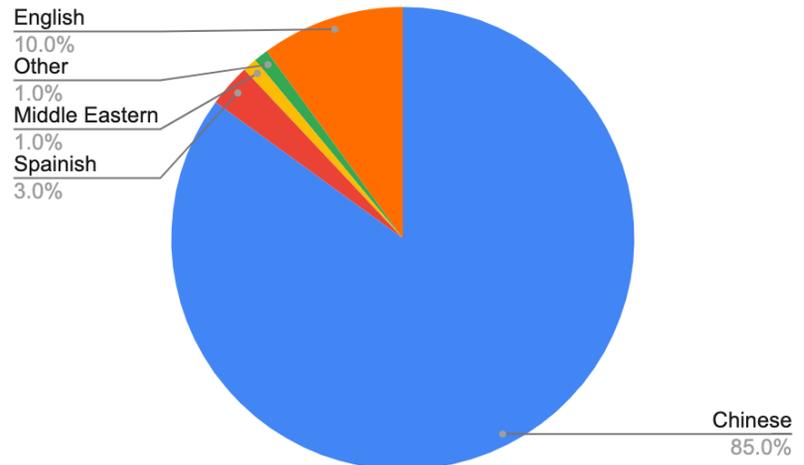
Race and Ethnicity

- 87% Asian
- 2% White
- 3% Black/African American
- 3% Multi-Racial
- 5% Other



Primary Languages Spoken

- 85% Chinese
- 10% English
- 3% Spanish
- 1% Middle Eastern
- 1% Other



Summary of Health/Nutrition Services

Due to the ongoing COVID-19 pandemic, access to healthcare services continues to be affected. Many health clinics have modified schedules and updated health and safety plans. Many families struggled with making appointments due to limited capacity or limited ability to get to appointments due to changes in employment, childcare, or access to transportation. Many families also struggled with the general fear of COVID-19. Also as a result of the COVID-19 pandemic, usual partnerships such as the San Francisco State University School of Nursing students were unable to come into the classroom to help complete health screenings. Kai Ming staff continued to work hard on educating families on the importance of keeping up with health requirements, helping coordinate health services, as well as follow up with parents and guardians.

Statistics

100% Children enrolled in a medical insurance program

98% Children had a medical home by the end of enrollment

93% Children had a dental home by the end of enrollment

81% Children received dental examination during the program year

97% Children were up to date on their immunizations by the end of enrollment

49% of Head Start children and 64% of Early Head Start children were estimated to be up-to-date on their scheduled care.

84% of children with chronic health conditions who needed treatment received treatment. Kai Ming assisted 49 children with chronic health conditions receive medical treatment.

Partnerships

SFSU School of Nursing

UC Cooperative Extension

Magic Tooth Bus

Summary and Overview of Education Services

Child Outcomes

Kai Ming Head Start utilizes the Desired Results Developmental Profile (DRDP) as an assessment tool to measure children's developmental levels in a wide variety of domains. According to the child assessment data from Kai Ming DRDP 2020-2021, listed below are key findings:

- At least 65% of all Kai Ming' s preschool children made the gain of at least 1 development level, in all developmental domains, except for English development, in the year 2020-2021.
- At least 65% Kai Ming infants and toddlers made the gain of at least 1 developmental level, in all developmental domains, except for English development, in the year 2020-2021.

Virtual Learning

Kai Ming's Education Team has developed a distance learning platform to connect with children and families during the pandemic. Our distance learning platform consists of implementing our inclusive bi-weekly curriculum that supports child development and building consistent routines. Our curriculum is aligned with the Head Start Early Learning Outcomes Framework (ELOF) and the California Learning Foundations.

Our Distance Learning Hub was designed to support individual family needs. We have integrated Class Dojo as an additional learning platform to connect families. Families are also provided with parent education classes and resources to empower them as their child's first teacher. Teachers connect and collaborate with children and families through Zoom, an online video platform. Through Zoom, teachers are able to provide interactive learning sessions Monday through Friday. These interactive sessions also consist of innovative activities such as yoga and creative movement.

Our Distance Learning Platform also consists of providing children and families with materials to foster learning through daily routines and interactions. To ensure that children and families receive a full continuum of learning, Kai Ming partnered with CalFresh and Performing Arts of First Five to provide virtual health workshops and classes for children.

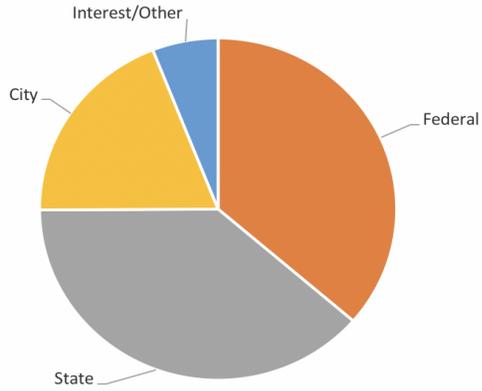
To ensure federal and state compliance Kai Ming has maintained the ability to meet performance standards while managing in-class and virtual classrooms. Teaching staff have completed home visits, assessments, and screening requirements. Our Family advocates have also provided ongoing check-ins and follow up with families to identify needs, through a formal Head Start Parent, Family, and Community Engagement Framework (PFCE) which includes the development of a Family Plan, with community referrals and follow-up.

Throughout the pandemic, Kai Ming's distance learning plan was designed to keep on-going communication among teachers and families. Our goal is to stay connected and continue to empower families.

The Annual Financial Review

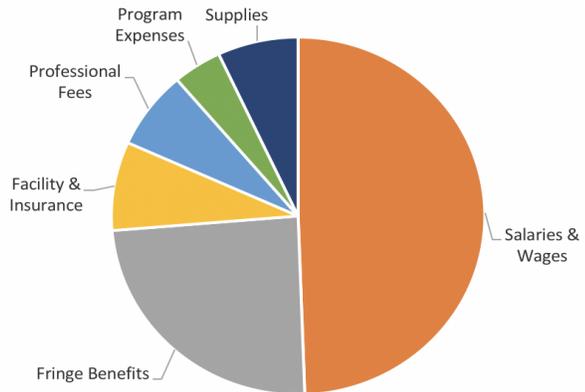
Financial Revenue

Federal	36%	\$4,454,000
State	39%	\$4,730,000
City	19%	\$2,343,000
Interest/Other	6%	\$731,000



Financial Expenditures

Salaries & Wages	49%	\$6,882,000
Fringe Benefits	24%	\$3,379,000
Facility & Insurance	8%	\$1,117,000
Professional Fees	7%	\$982,000
Program Expenses	4%	\$590,000
Supplies	7%	\$973,000



* Note : Kai Ming received ~\$2.05 Million PPP forgiveness grant loan support in May 2020, and there were about ~\$1.66 Million PPP support expenses that occurred in 20-21 are not recognized as revenue until PPP Forgiveness is approved.

Our Staff Team

Site Managers

Broadway - Carmen Ngan
Geary - Jee Young Cha
North Beach - Nesanna Lee
Rainbow - Lok Chan Lei
Richmond - Kelly Li
St. Luke - Gabriela Rivera
Sunset - Edna Vargas
TKL - Shirley Chiu

Administrative Team

Executive Director - Jerry Yang
Director of Children and Family Services - Sandy McKeithan
Executive Assistant - Fatima Sequeira
Finance Manager - Melinda Deng
Finance Analyst - Eda Wei
Finance Coordinator - May Zhao
Finance Coordinator - Qiana Zhao
HR Manager - Sabrina Dong
HR Generalist - Stacy Yu
HR Assistant - Giovanni Ferrante
Adm Coordinator - Wing Yeung
Art Education Coordinator - Catherine Sun
Project Manager - Jabbar Luo
Recruiting Coordinator - Fany Chan
Maintenance/Courier - Guillermo Sequeira

Service Area Team

Regional Managers - Mei Hua Fu, Gabriela Rivera, Susanna Leung
Health/Nutrition Manager - Angel Nguyen
Family and Community Engagement Manager - Aaron Li
Enrollment Specialist - Sonia Heung
Early Learning Coach - Vivian Wong, Aileen Mui
Inclusion Manager - Tina Hwang
Program Monitor - Rene Radusky

Board of Directors & Policy Council

Board of Directors

Officers

Chairperson - Karen Chin

Vice-Chairperson - Larry Vitale

Secretary - Scott Burrell

Treasurer - Silan Stahlhut

Members

Anna Chau

Jeff Dang

Charlotte Ferretti

Michael Hinckley

Elizabeth Lau

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Officers

Chairperson

Ying Hui Chen Geary

Vice-Chairperson

Jinu Chen

Broadway

Secretary

Qiqing Li

Geary

Treasurer

Wen Shan Feng

Sunset