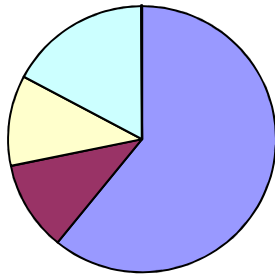


## Financial Snapshot\*

\*Based on Fiscal Year of 2/1/2009-1/31/2010

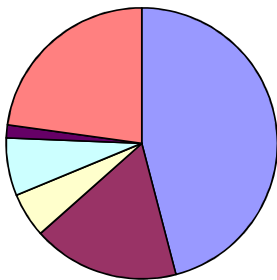
All Head Start and Early Head Start programs are required to obtain at least a 25% match of local in-kind or cash contributions for all federal dollars received. In-kind contributions are predominately space and/or volunteer hours by Head Start parents and/or members of the local community. Head Start and Early Head Start are very labor intensive programs. Approximately 80% of the annual budget is allocated to salaries and benefits for over 100 employees. Head Start of Washington County, Inc. is limited to 15 % administrative costs and during this period was under 12%. An annual audit is conducted by an independent outside auditing firm selected from a competitive Request For Proposal bid process. According to the January 31, 2010 Audit "there were no findings or questioned costs". A Wage and Benefits Comparability Study is required every three years to insure wages and benefits reflect those of the surrounding areas. The IRS Form 990 is available for viewing at 325 Memorial Blvd, Hagerstown, Maryland upon request.

Income - Fiscal Year 2010



■ Head Start	\$3,348,977
■ Early Head Start	\$598,178
□ State of Maryland	\$600,586
□ In-Kind/Match	\$943,352
■ Fundraising/Contributors	\$5,784

Expenditures - Fiscal Year 2010



■ Salaries	\$2,525,863
■ Fringe Benefits	\$961,205
□ Equipment	\$292,886
□ Supplies	\$377,905
■ Contractual	\$84,855
■ Other	\$1,254,330



# Annual Report 2009-2010

## Board of Directors:

### OFFICERS:

#### President:

**Kim Murdaugh**

Walnut Street Community Health Center

#### Vice President:

**Melicent Malchenson**

Early Childhood Representative

#### Secretary/Treasurer:

**Robert Petties**

### OTHER CURRENT BOARD MEMBERS:

**Adrianna Walker**

Policy Council Chairperson

**Lolita Spangler**

Community Representative

**Marcia Watters**

Licensed Attorney

**Beth Nichols**

Community Representative

**Tina Mussolino**

Certified Public Accountant

### Management Staff:

**Paul G. Pittman, Jr.**

Executive Director

**Delores Harne**

Assistant Head Start Director

**Linda Blontz**

Human Resources Manager

**Rhonda Smith**

Finance Manager

**Vicki Robinson**

Family Services Manager

**Laura Harbaugh**

Child Development Manager

**Emily Hobby**

Child Development Manager

**Ben Jakoby**

Child Development Manager

**Jennifer Barrett**

Developmental Services Manager

**Terri Donaway**

Food Services Manager

**Cindy Perkowski**

Program Coordinator

**Carol Hull**

Program Governance Assistant

**Linda Zerkle**

Transportation Manager

**Erica Parrotte**

Health Manager

## Our Locations:



### Administrative Office

325 West Memorial Blvd

Hagerstown, MD 21740

301-733-0088



### Martin Luther King Center

130 West North Avenue

Hagerstown, MD 21740

301-797-5231



### Elgin Station Center

40 Elgin Blvd

Hagerstown, MD 21740

301-791-7333



### Noland Center

1048 Noland Drive

Hagerstown, MD 21740

301-797-4602



### Westshire Center

920 West Washington Street

Suite 100

Hagerstown, MD 21740

301-733-4640

99% of parents surveyed feel staff members are available when they have questions or need help.



## The Need for Head Start Services in Washington County, Maryland

According to the 2000 Census Bureau data on the number of children under five years of age in poverty by county, HSWC's Head Start program is funded to serve 36% (387 out of 1,061) of the eligible children living in the county.

## Parent involvement Activities

### 2009-2010 Family Activities:

September 3, 2009– Open House– 68 families attended

September 21-25, 2009-Parent Orientations– 131 adults attended

October and November 2009– Love and Logic Training– 20 parents attended

Dare To Be You– Fall Session– 11 families completed the program

October 22, 2009– Family Activity Night, Fairgrounds Park– 312 children and adults attended

November 19, 2009– Male Involvement Skate Night– 168 men and children attended

Dare To Be You– Spring Session– 11 families completed program

March 18, 2010– Mental Health Forum Family Activity Night– 121 adults and children attended

April 2010– Kindergarten Transition– What to Expect When Your Child Starts Kindergarten– 16 families attended

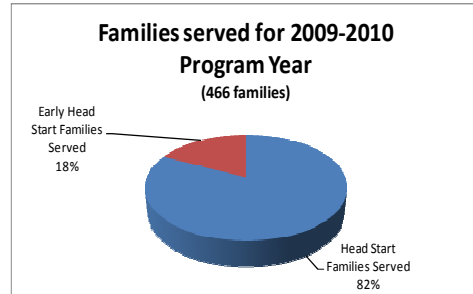
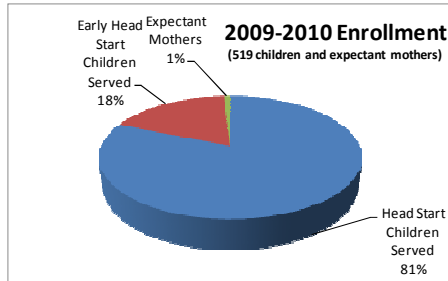
May 11th and 12th, 2010– Meals with Moms Event– 152 moms attended



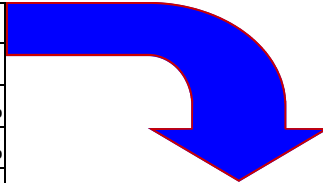
## Enrollment Information

(based on 2009-2010 program year operating from 9/8/2009-8/13/2010)

The 2009-2010 school year saw many changes and growth of HSWCs' enrollment numbers. We began the 2009 school year with 365 Head Start children and 60 Early Head Start children. During December 2009 we were awarded a Head Start Expansion Grant through ARRA funding for 15 additional Head Start children. Services began for those children in January 2010. In February 2010 we were awarded an Early Head Start Expansion Grant through ARRA funding for an additional 42 Early Head Start children and 3 expectant mothers. Services for the 3 expectant mothers began in March 2010. Additionally services were started for 8 of the 42 Early Head Start children in July 2010. Services for the other 34 Early Head Start children are due to begin in September 2010 with the start of the next school year and after building renovations have been completed.



Average Monthly Enrollment	
September	100%
October	100%
November	100%
December	100%
January	100%
February	100%
March	100%
April	100%
May	100%



During the months of June, July and August we operate on a part year basis. We provided services to 71 EHS children and 69 HS children.

## Overall Quality

All Head Start programs undergo an on-site review every three years to determine the program's compliance with Federal Head Start Performance Standards and any applicable laws, regulations and policy requirements. Head Start of Washington County's Head Start and Early Head Start programs were last reviewed by a federal monitoring team during February 2008. According to the on-site review, Head Start of Washington County was found to be fully compliant in all areas: health services, nutritional services, safe environments, developmental services, mental health services, family and community partnerships, transportation, education and early childhood developmental services, fiscal, and program design and management.

The monitoring review focuses on the delivery of services as well as the management systems that support services, accountability, and fiscal integrity. Throughout the review, the team visited Head Start classrooms and examined children's files, fiscal records, facilities and program policies and procedures. The team also conducted interviews with Head Start staff, parents, the governing body and members from the parent Policy Council.



### Our Mission:

*Head Start of Washington County, Inc. is dedicated to making a difference in our community through comprehensive child and family development services.*

*Our mission is to provide children with nurturing experiences, a strong foundation for developmental growth and opportunities to achieve school readiness.*

*We strive to empower families to take an active role in their child's development and to reach their full potential.*

[www.headstartwashco.org](http://www.headstartwashco.org)

# Head Start Outcomes and Results

While Head Start can ultimately provide a life-long education, the immediate impact can be seen in its preparation of children for kindergarten. Head Start classrooms at HSWC are assessed three times per program year. Each of these assessments focuses on a number of child learning and development areas; including literacy, math, science, creative arts, language development, physical health, social and emotional development, and their approaches to learning.

HSWC uses the Work Sampling System as the instructional assessment for all preschool aged children. The Work Sampling System has proven to be a reliable predictor of student achievement and a valid rating tool of student progress. The assessment helps individual teachers to focus on all aspects of a child's development, ensuring that all children enrolled in the Head Start program make progress. The assessment is a strength based approach and is based on observations taken within the context of classroom activities. The program collects data and analyzes children's progress as part of program outcomes. Below are the 2009-2010 program outcomes from all Head Start classrooms.

Domain	Head Start 3 (160 children assessed)				Head Start 4 (144 children assessed)			
	Pd. #1	Pd # 3	Growth	08-09 p1 to p3 growth	Pd #1	Pd. #3	Growth	08-09 p1 to p3 growth
Social/ Emotional	16.3	60	43.7	48.2	19.4	75	55.6	52.2
Approaches to Learning	14.4	58.1	43.7	50	12.5	74.3	61.8	46.5
Language	9.4	45	35.6	42.9	11.1	71.5	60.4	42.7
Literacy	11.3	46.9	35.6	46.4	18.8	70.1	51.3	52.8
Mathematics	10.6	59.4	48.8	49.4	20.8	75.7	54.9	57.3
Science	12.5	68.1	55.6	48.8	6.3	70.8	64.5	52.2
Creative Arts	23.8	69.4	45.6	47.1	22.2	80.6	58.4	42.7
Physical Health	63.8	85.6	21.8	35.1	70.1	94.4	24.3	24.8
Percentage of Students that Demonstrated Proficiency within each Domain								



98% of parents surveyed were pleased with Head Start's focus on increased School Readiness skills for their child.

# Medical and Dental Program Information

A strong emphasis is placed on each enrolled child's overall health and well being. The medical component of Head Start of Washington County ensures that the children enrolled in the program receive proper medical and dental treatment, are up to date on immunizations, find proper dental and medical homes and have health insurance.

In order to promote good health practices in the classrooms, all meals and snacks are planned by Registered Dietitians and meet the nutritional guidelines set by USDA. Activities are utilized to teach the children the value of healthy eating and exercise. Children are given daily opportunities to use their large muscles, teaching them the value of staying active and exercise. The combination of proper screening and treatments, nutritional meals and snacks, and exercise keeps children healthy while also teaching them important ideas and concepts about their health that help them both at school and home.



Performance Indicator	HS	EHS
% of children with a medical home	96%	100%
% of children with health insurance at the end of the program year	100%	100%
% of children diagnosed as needing medical attention	33%	9%
% of children receiving medical treatment	100%	100%
% of children with up to date immunizations	100%	96%

97% of parents surveyed feel that Head Start shares ideas and information with their family to help develop a healthier lifestyle.

Performance Indicator	HS
% of children with a dental home	54%
% of preschool children completing professional dental exams	89%
% of preschool children needing professional dental treatment	18%
% of preschool children receiving dental treatment	33%