

HEAD START OF WASHINGTON COUNTY, INC.

2017-2018 ANNUAL REPORT

“Program staff makes me feel that they care about my child and are there to help him develop.”

Head Start Parent

The Need for Head Start Services in Washington County, Maryland

Based on parent survey results and 2018 community assessment data parents are in need of quality full day care. During the summer of 2017 renovations were completed, adding two additional Head Start classrooms and two Early Head Start classrooms to the Sargent Shriver Center. The classrooms answered the need for longer child care hours, operating on a six hour/five day per week schedule. Families who have both a two year old and a preschooler and live in the Shriver district no longer need to take their children to different centers. School readiness scores have increased as children are provided additional time to focus on specific skills within the curriculum that enhance skills needed to succeed in school and life.



Our Mission:

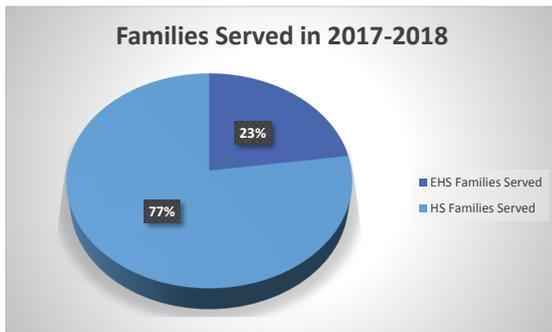
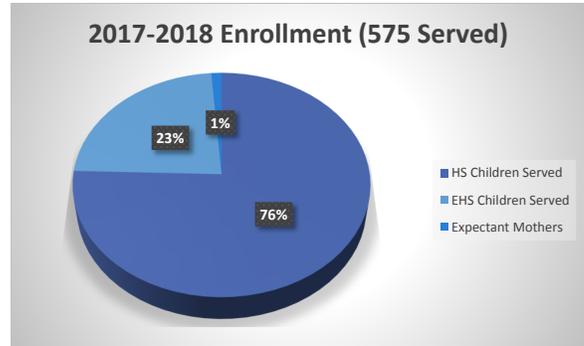
Head Start of Washington County, Inc. is dedicated to making a difference in our community through comprehensive child and family development services.

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.

Enrollment Information

The 2017-2018 school year at HSWC had funded enrollment of 380 Head Start slots and 105 Early Head Start slots. Services were provided in four facilities located throughout Washington County. Elgin Station Center provided full day, full year services to 34 Head Start children and 14 Early Head Start children. Noland Center provided Head Start services to 34 children. Martin Luther King Center provided services to 190 Head Start children and 28 Early Head Start children. The Sargent Shriver Center provided Head Start services to 102 children and 16 Early Head Start children. In



addition, we operated a Home Base program that served 6 Head Start children and 47 Early Head Start children. In order to get closer to meeting our funded enrollment we temporarily served 11 HS children in our HB program beginning 12/17.

Head Start is mandated to enroll at least 10% of children who have a professionally diagnosed disability. During the 2017-2018 school year, 10.8% of HSWC's Head Start children and 17.2% of HSWC's Early Head Start children had diagnosed disabilities.

Family Engagement Activities: 2017-18

- August 2017 – Open Houses – 170 families attended
- September 2017 – Parent Orientations – 89 adults attended
- Dare To Be You – Fall Session – 3 parents completed the 12 week program
- October 2017 – Family Fall Fest, unfortunately cancelled due to inclement weather
- November 2017 – Male Involvement Night – 94 men and children attended
- Dare To Be You – Spring Session – 9 parents completed the 12 week program
- February 2018 – Financial Literacy classes – 10 parents attended the 5 week program
- March 2018 – Mental Health & Wellness Night – 60 adults and children attended
- April 2018 – Mom & Me event – 208 women and children attended

In 2018 we began a partnership with Bester Community of Hope to host a group called "That Family Thing" for Head Start and other community families at the Shriver Center. Those have been successful and will continue in 2018-2019. Also, for the next program year we are adding a 24/7 Dad program as well as some "Breakfast Clubs" for parents to mingle and connect with other parents.

Average Monthly Enrollment	
September	94%
October	95%
November	95%
December	98%
January	98%
February	98%
March	98%
April	96%
May	100%

During the months of June, July, and August we operate a limited amount of Head Start classes. We provided services to 105 EHS children and 71 HS children.



Medical and Dental Program Information

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. Part of the Early Head Start component is providing services to expectant mothers. Expectant mothers receive visits from a Home Base Teacher and are provided with information on delivering a healthy baby. Pre- and Post-Natal visits are conducted in conjunction with a registered nurse.

In order to promote good health practices in the classrooms, all meals (breakfast, lunch & snack) are approved by a Registered Dietitian and meet the nutritional guidelines set by CACFP. 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 through exercise. The combination of proper screening and treatments, nutritional meals, 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	100%	100%
% of children with health insurance at the end of the program year	99.77%	99.25%
% of children diagnosed as needing medical attention	41%	13%
% of children receiving medical treatment	96%	82%
% of children with up to date immunizations	100%	97.01%

Performance Indicator	HS
% of children with a dental home	94.7%
% of preschool children completing professional	94.7%
% of preschool children needing professional dental treatment	7.54%
% of preschool children receiving dental treatment	83.87%

2017-2018 School Readiness Goals:

Goal #1: Children will demonstrate an interest in various topics and activities, a desire to learn, and persistence in learning.

Goal #2: Children will develop self-regulation skills to have positive interactions to peers and adults.

Goal #3: Children will demonstrate an awareness that language can be broken down into words, syllables, and smaller sounds.

Goal #4: Children will use mathematic and scientific reasoning skills to explore, experiment, question, and problem solve; including counting, comparing, and patterns.

Goal #5: Children will build and refine motor skills for such purposes as movement, balancing, building, writing, and self-help skills.

Head Start Outcomes and Results

Head Start of Washington County uses the CLASS observation tool to monitor learning environments in all of its Head Start classrooms. CLASS (Classroom Assessment Scoring System) is an observation instrument that assesses the quality of teacher child interactions in center based preschool classrooms. CLASS includes 3 domains of interactions that support children’s learning and development: Emotional Support, Classroom Organization, and Instructional Support. Head Start of Washington County continues to exceed the national average in all domain areas as evidenced in the chart below:



		Head Start CLASS Score Averages																	
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	Fall 2017 Average	Spring 2018 Average	National Average (2017)
Head Start CLASS Scores by Domain	Emotional Support	6.00	6.25	5.67	6.69	6.06	6.75	6.63	5.88	6.59	6.92	6.84	6.63	6.38	6.44	6.50	6.37	6.42	6.07
	Classroom Organization	5.78	6.11	5.67	6.92	6.25	6.92	5.83	6.33	5.44	6.00	6.11	5.75	6.33	5.33	6.83	5.86	6.11	5.83
	Instructional Support	3.22	3.33	3.78	4.42	4.42	4.83	2.75	3.92	2.78	2.44	4.44	3.75	4.75	3.17	4.08	3.85	3.74	3.00

Teaching Strategies GOLD is the online resource system that Head Start of Washington County utilizes to track and assess the progress of all enrolled children. The GOLD system is a research-based tool that allows teachers to input data, create documentation pieces, and assess children’s ongoing developmental progress. As teachers input children’s data and documentation, the GOLD system then calculates each child’s progression over six domains of learning (Social Emotional, Physical, Language, Cognitive, Literacy, and Mathematics). With 2017-2018 being the first year of Extended Duration classes (children attending six hour days/five days per week) scores were compared between the part day session classes and the extended day classes. Growth among four year old children attending the longer day sessions was significantly higher than children attending part day classes. Below is a chart showing the overall scores of the two classroom sessions and the overall difference in growth.

Domains	4-yr olds in part day classrooms	Extended Day 4-year old classrooms	Difference (%)
Social Emotional	63%	91%	+ 28%
Physical	91%	98%	+7%
Language	67%	91%	+24%
Cognitive	63%	88%	+25%
Literacy	52%	86%	+34%
Mathematics	35%	81%	+46%

“The staff has really made me feel like an amazing parent by reaching out to tell me how well my son is doing in school. The words of encouragement really keep me going especially on days that I doubt my parenting skills”.

Head Start parent

Financial Snapshot

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 with the major operational costs being personnel and fringe benefits for over 140 full and part time positions.

Over 485 children and families are being served in Washington County. Our latest center is named after R. Sargent Shriver and allows us the potential to combine offices with the Memorial Blvd. site to consolidate expenses and save money. In a long and complicated process the federal government subordinated the mortgage. Major renovations to open up other parts of the building and to bring it up to code can now proceed if funding becomes available.

Head Start of Washington County, Inc.'s administrative costs during this period were less than 9%, significantly lower than the 15% maximum permitted.

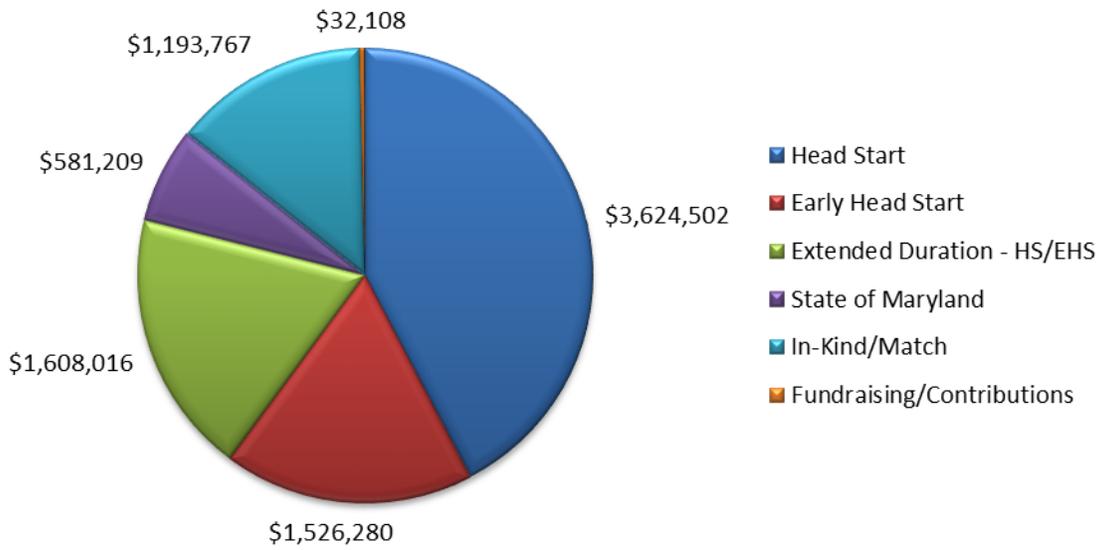
Results for most recent financial audit

The annual independent audit for fiscal year ending January 31, 2018 was conducted by Smith Elliott Kearns & Company, LLC. The firm issued a Qualified Opinion due to the accounting treatment of equipment, fixed assets, non-specialized volunteer in-kind hours, and encumbrances; however, they believe the financial statements present fairly, in all material respects, the financial position of Head Start of Washington County, Inc. as of January 31, 2018. A copy of the audit report is available for viewing upon request at 325 W. Memorial Blvd, Hagerstown, MD. The IRS Form 990 is available for viewing at 325 W. Memorial Blvd., Hagerstown, Maryland, upon request or on our website www.headstartwashco.org.

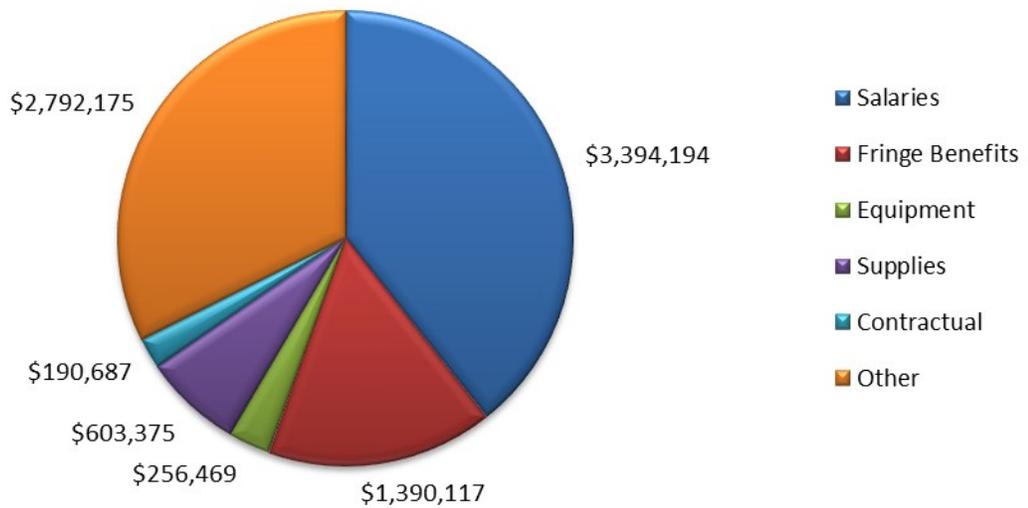
Proposed budget for fiscal year end January 31, 2019

Salaries	\$3,871,004
Fringe Benefits - Sec125 and retirement benefits and mandatory federal and state withholdings	\$1,509,302
Travel - lodging and per diem for out of town conferences and meetings	\$17,245
Equipment – Playground repair	\$10,000
Supplies – Office, classroom, and food service supplies	\$400,987
Contractual – Audit fees, health/disabilities services, and training/technical assistance	\$71,476
Other – Rent, mortgage, and utilities/telephone; insurance; cleaning and repairs/maintenance; policy council and parent services; T&TA; local travel including transportation services	\$1,633,614
Total Proposed Budget	\$7,513,628

Income - Fiscal Year 2018



Expenditures - Fiscal Year 2018



2017-2018 Board of Directors:

Michael Keifer

Board President

Sarah Patterson

Board Vice-President

Lakeya Johnson

Secretary/Treasurer

Gabrielle Jeanty

Policy Council Chair

Stacy Henson

Early Childhood/Community Representative

April Stanton

Community Representative-Walnut Street Dental

Tina Mussolino

Community Representative— CPA

Deb Jung

Legal Consultant

2017-2018 Leadership Team

Paul G. Pittman Jr

Executive Director

Dee Harne

Assistant Director

Linda Blontz

Human Resources Manager

Rhonda Smith

Finance Manager

Vicki Robinson

Family Services Manager

Eva Phillips

Child Development Manager

Kandyce Dorsey

Child Development Manager

Kathy O'Neil

Child Development Manager

Melissa McElroy

Child Development Manager

Jennifer Barrett

Developmental Services Manager

Cindy Perkowski

Program Coordinator

Erica Parrotte

Health Manager

Sam Miller

Food Services Manager

Erica Ahalt

Transportation Manager

Laura Harbaugh

School Readiness Manager

Our Locations:

Administrative Office:



325 West Memorial Blvd
Hagerstown, MD 21740

Noland Center:



1048 Noland Drive
Hagerstown, MD 21740

Martin Luther King Center:



131 West North Avenue
Hagerstown, MD 21740

Elgin Station Center:



40 Elgin Blvd
Hagerstown, MD 21740

Sargent Shriver Center:



837 Spruce Street
Hagerstown, MD 21740