

# HEAD START OF WASHINGTON COUNTY, INC.



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Microsoft Online Photos, authors unknown unless otherwise noted.

## 2023-2024 ANNUAL REPORT

*Head Start of Washington County's Annual Report is published to our website for public viewing ([www.headstartwashco.org](http://www.headstartwashco.org)).*

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

The need for Head Start preschool and Early Head Start services is apparent within the community as evidenced in community assessment data. The Change in Scope proposal submitted May 2023 to the Office of Head Start was approved in January 2024. With this approval, Head Start preschool classrooms at the Martin Luther King center were able to expand their hours, providing working parents with much needed full day services. Enrollment throughout the program has remained at 100% with healthy waiting lists for any openings that did occur. During the 2023-2024 program year, Head Start of Washington County had two successful federal reviews, the CLASS review in February and a Focus Area 2 review in July. The results of those reviews emphasize the level of quality services provided to children and families within the community.



Evergreen Heritage Center presenting the “Wild” versus “Not Wild” Animal program. Winter 2024



### Our Mission:

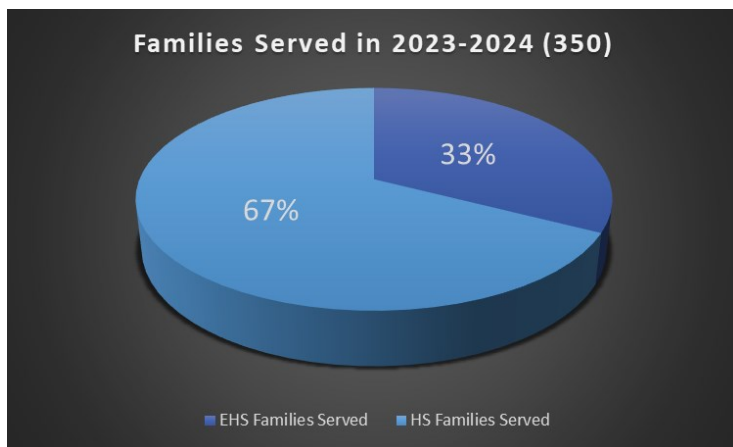
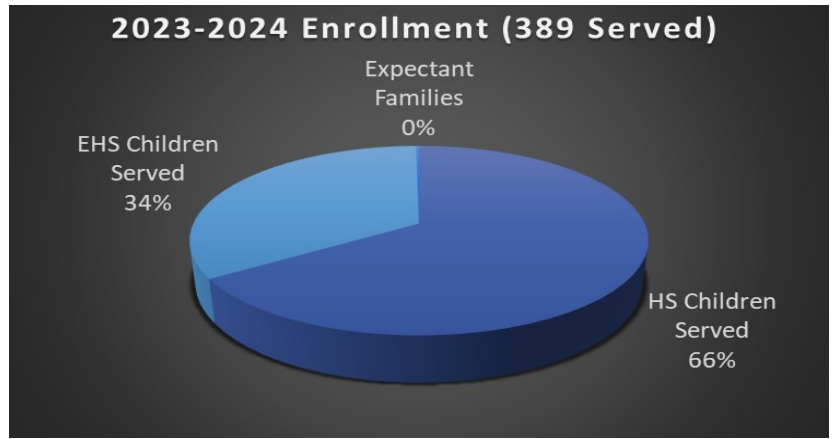
Head Start of Washington County, Inc. is dedicated to making a difference in our community through comprehensive child and family development services.

Our mission is to provide all children with diverse, 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

Head Start of Washington County is funded to serve 227 Head Start and 104 Early Head Start children annually. As the chart on the right illustrates, 389 were served during the 2023-2024 school year (256 Head Start and 132 Early Head Start children and 1 expectant family). Services were provided in four facilities located throughout Washington County.



## Family Engagement Activities: 2023-2024

- Chicago Parenting Parent Education Program— held virtually in the fall and spring with 15 families completing the program
- October 2023— Fall Fest. 260 parents, caregivers, and children attended
- November 2023 — Bee Thankful Event. 200 parents, caregivers, and children attended.
- December 2023— Financial Wellness Program. 1 Grandparent attended
- March 2024—Mental Health and Wellness Night. 40 parents, caregivers, and children attended
- April 2024 — Celebration of Spring Event. 175 parents, caregivers, and children attended.
- May 2024— Winning With Wellness. 5 parents attended.

Site	Funded Head Start Slots	Funded Early Head Start Slots
Elgin Station	34	14
Martin Luther King	68	44
Noland	20	N/A
Sargent Shriver	105	22
Home Base	N/A	24



Kindergarten Transition Meeting— May 2024

Head Start is mandated to enroll at least 10% of children who have a professionally diagnosed disability . During the 2023-2024 school year, 20% of HSWC’s Head Start children (51 children) and 17% of HSWC’s Early Head Start children (22 children )had diagnosed disabilities.

**“Head Start staff are great people and we just love the environment.”**

**Parent comment on the 2023-2024 parent survey**

# Medical and Dental Program Information

The health 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 screenings and treatments, nutritious 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	100%	99.2%
% of children diagnosed as needing medical attention from a chronic condition	20%	23%
Of these, the % of children receiving medical treatment	100%	100%
% of children with up to date immunizations	99.6%	100%



Performance Indicator	HS
% of children with a dental home	79%
% of preschool children completing professional dental exams	88%
% of preschool children needing professional dental treatment	5%
Of these, the % of preschool children receiving dental treatment	83%

## 2023-2024 School Readiness Goals:

1. Children will demonstrate positive approaches to learning to include attending and engaging, persistence, problem solving skills, curiosity, motivation, flexibility, and inventiveness in thinking.
2. Children will develop self-regulation skills to have positive social interactions to peers and adults and to follow expectations for an educational environment.
3. Children will understand and develop a progressively complex vocabulary. Children will demonstrate an awareness that language can be broken down into words, syllables, and smaller pieces of sounds.
4. Children will use mathematical skills to explore, experiment, question, and problem solve. Children will develop mathematical thinking skills to include counting, comparing, relating, and patterns.
5. Children will build and refine motor skills for such purposes such as movement, balancing, building, writing, and self-help skills. Children will demonstrate knowledge of positive health and safety practices.

# Head Start Outcomes and Results

Head Start of Washington County has been utilizing the Early Learning Assessment (ELA) tool in all Head Start classrooms for the past three years. The ELA is intended to be a process through which early childhood teachers collect and use assessment information to tailor instruction to the individual needs of each child. It was developed on the belief that the formative assessment process is not a single measurement, but rather an on-going, planned, and intentional practice to evaluate learning. The ELA is based on research-supported Learning Progressions that are aligned to the early learning standards. The Learning Progressions define the pathway of skills, knowledge, and behaviors that children develop between the ages of 36 months to 72 months (3-5). Below is a chart showing the percentage of children approaching and meeting/exceeding skills during the 2023-2024 program year.

4 Year Old Data	Developing	Approaching	Meeting/Exceeding	Meeting/Exceeding
Domains	Levels NE-1	Levels 2 & 3	23-24 Spring (Levels 4 & 5)	22-23 Spring (Levels 4 & 5)
Social Foundations	23%	52%	25%	40%
Language & Literacy	27%	36%	37%	50%
Mathematics	17%	45%	38%	43%
Science	22%	49%	29%	27%
Social Studies	15%	53%	32%	55%
Physical Well Being & Motor Development	18%	29%	53%	51%
Fine Arts	22%	63%	15%	N/A

Key: Levels NE-1: Developing  
 Levels 2-3: Approaching  
 Levels 4-5: Meeting/Exceeding

## Summer Learning Loss Assessment Data

During the summer of 2024, three Head Start classrooms provided in-person services to children who would transition to kindergarten in the fall. Pre- and Post-Assessment data was collected, reviewed, and aggregated to see overall benefits from attending the summer program. Below is a summary of the data based on providing services to 34 children.

Summer ELA Data Summary (34 Children)									
	Assessment #1 (Pre)				Assessment #2 (Post)				Growth
	Level NE-1	Levels 2-3	Levels 4-5	% ready	Level NE-1	Levels 2-3	Levels 4-5	% ready	
SKB 7 Persisting with Tasks	6	18	10	29%	3	15	16	47%	18%
SKB 8 Following Directions	13	19	2	6%	3	20	11	32%	26%
SKB 10 Using Logic	12	17	5	15%	7	17	10	29%	15%
SKB 14 Social Behaviors	8	16	10	29%	1	15	18	53%	24%
				0%				0%	
SKB 15 Respond to Questions About Text	9	13	12	35%	4	17	13	38%	3%
SKB 18 Syllables/Onsets & Rimes/Phonemes	23	10	1	3%	6	22	6	18%	15%
SKB 21 Upper Case Letters	10	8	16	47%	4	11	19	56%	9%
SKB 23 Letters-Sounds	11	10	13	38%	9	7	18	53%	15%
SKB 24 Purposes & Situations	4	14	16	47%	4	12	18	53%	6%
SKB 25 Name Recognition and Writing	4	15	15	44%	1	9	24	71%	26%
SKB 26 Writing to Convey Messages	7	20	7	21%	2	13	19	56%	35%
SKB 27 Sentences	4	13	17	50%	2	7	25	74%	24%
				0%				0%	
SKB 34 Object Counting	4	19	11	32%	3	18	13	38%	6%
SKB 37 Numeral Identification	4	15	15	44%	3	11	20	59%	15%
SKB 38 Addition Problems	8	14	12	35%	3	19	12	35%	0%
SKB 42 Sorting & Classifying	9	14	11	32%	2	21	11	32%	0%
SKB 45 Two Dimensional Shapes	8	18	8	24%	5	18	11	32%	9%

## Head Start Classroom Observation Information

The CLASS (Classroom Assessment Scoring System) is an observation instrument that assesses the quality of teacher-child interactions in center-based Head Start classrooms. The CLASS tool includes three domains of teacher-child interactions that support children’s learning and development. The three domains are Emotional Support, Classroom Organization, and Instructional Support. As part of the Office of Head Start’s monitoring cycle, our program received a CLASS Review during the 2023-2024 school year. It was conducted between February 14, 2024 and April 8, 2024. The chart below details the results of that federal CLASS review:

DIMENSION	SCORE	Quality Threshold	Competitive Threshold
<b>Emotional Support Domain</b>	6.0938	6	5
Positive Climate	6.0		
Negative Climate	1.0		
Teacher Sensitivity	6.17		
Regard for Student Perspectives	5.21		
<b>Classroom Organization Domain</b>	6.1528	6	6
Behavior Management	6.63		
Productivity	6.75		
Instructional Learning Formats	5.08		
<b>Instructional Support</b>	3.8611	3	2.3
Concept Development	3.42		
Quality of Feedback	3.58		
Language Modeling	4.58		

A kindergarten transition meeting was held on May 21, 2024 in conjunction with Washington County Public Schools and the Judy Center. Twenty-seven families attended and learned ways to successfully transition their children from Head Start preschool to the Washington County Public School system.



98% of parents responding to the 2023-2024 Parent Survey agreed that Head Start is preparing their child for kindergarten.

# 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 volunteer hours served by Head Start parents and members of the local community. However, the COVID-19 pandemic greatly impacted the ability for programs to obtain in-person volunteer time and increasing regulations from the Office of Child Care for in-person volunteers have compounded the problem. For fiscal year 2024, HSWC requested a waiver, during the application process, for in-kind match due to ongoing COVID flexibilities that have since ended.

Head Start preschool and Early Head Start are very labor intensive programs with the major operational costs being personnel and fringe benefits for over 130 full and part time positions. Over 350 children and families are being served in Washington County each year. However, waiting lists still exist, especially for Early Head Start (birth – age 3) where eligible children are currently waiting. In January 2024, HSWC was approved by the Office of Head Start to implement a “Change in Scope” request that reduced our overall funded enrollment in order to meet community need by making all classrooms full day and paying staff a more competitive living wage.

Head Start of Washington County, Inc.’s administrative costs during this period were less than 10%, significantly lower than the 15% maximum permitted.

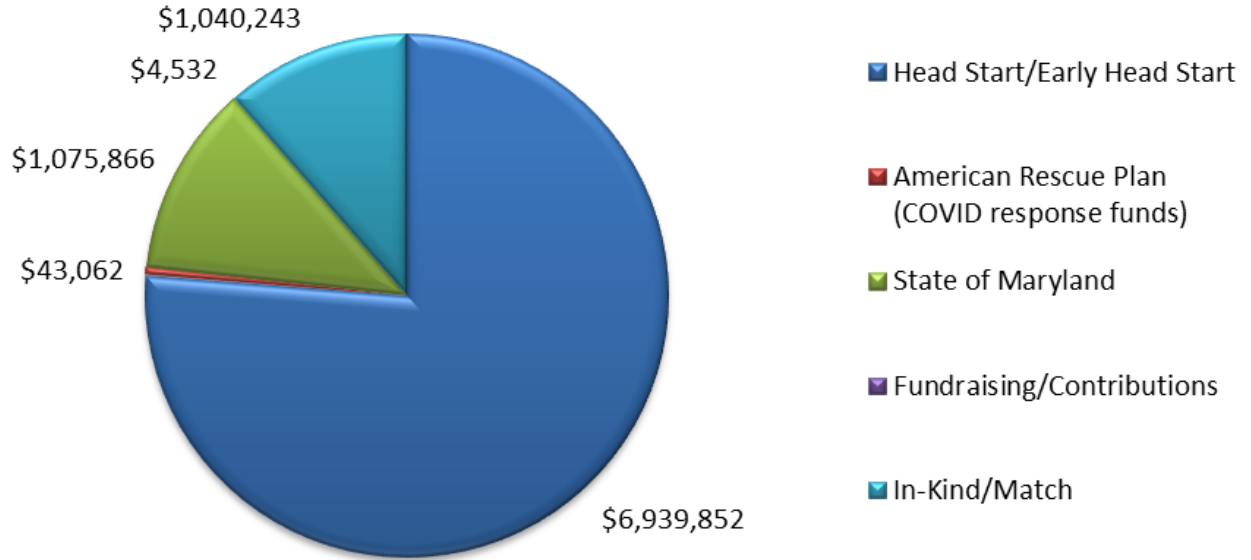
## ***Results for most recent financial audit***

The annual independent audit for fiscal year ending January 31, 2024 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, 2024. 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](http://www.headstartwashco.org)

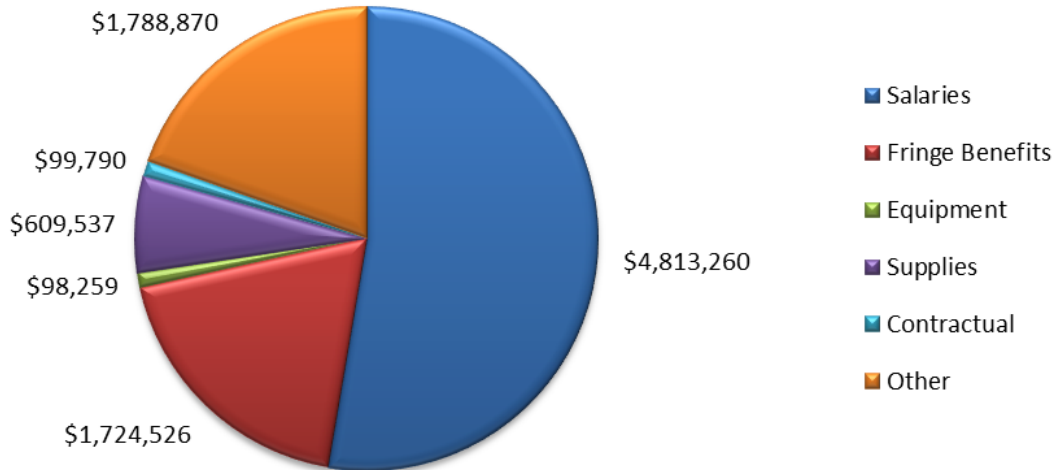
## **Proposed budget for fiscal year end January 31, 2025**

<b>Salaries</b>	\$5,353,709
<b>Fringe Benefits</b> - Sec125 and retirement benefits and mandatory federal and state withholdings	\$1,941,115
<b>Travel</b> - lodging and per diem for out of town conferences and meetings	\$12,100
<b>Equipment</b> – Handicap accessible bus	\$165,000
<b>Supplies</b> – Office, classroom, and food service supplies	\$524,222
<b>Contractual</b> – Audit fees, health/disabilities services, and training/technical assistance	\$77,816
<b>Other</b> – Rent, mortgage, and utilities/telephone; insurance; cleaning and repairs/maintenance; policy council and parent services; T&TA; local travel including transportation services	\$1,712,538
<b>Total Proposed Budget</b>	<b>\$9,786,500</b>

## Income - Fiscal Year 2024



## Expenditures - Fiscal Year 2024





### Board of Directors (as of 1/31/2024)

**Brooke Kerbs, LMSW**

Board President

**Kent Matsumoto, Attorney**

Vice President-Legal Representative

**Emily Radaker, CPA\*\***

Fiscal Representative

**Stacey Campbell\*\***

Fiscal Representative

**Claudia Martin**

Early Childhood Specialist

**Carrol Lourie**

Community Member

**Nicole Twigg, MS, SPHR, SHRM-SCP**

Community Member

**Terri Lancaster**

Community Representative

**Diane Verdier**

Community Representative

**Tonny George**

Community Representative-Past Parent

**Melissa Caudell**

Policy Council Chairperson (non-voting member)

\*\* Denotes Finance Committee Member

### Leadership Team (as of 1/31/2024)

**Vicki Robinson**

Executive Director

**Erica Parrotte**

Director of Programming

**Laura Harbaugh**

Director of Education

**Linda Blontz**

Director of Human Resources

**Rhonda Smith**

Director of Finance

**Cindy Perkowski**

Data & Grants Manager

**Tammy Keener**

Family Services Manager

**Eva Phillips**

Early Childhood Manager

**Charis Pomeroy**

Early Childhood Manager

**Laura Gery**

Early Childhood Manager

**Chrissy Heuer**

Early Childhood Manager

**Melissa McElroy**

Early Childhood Professional Development Manager

**Jennifer Barrett**

Developmental Services Manager

**Kaprice Vaughn-Smith**

Behavioral Health Manager

**Mary Beck**

Health Manager

**Susie Danjolu**

Food Services Manager

**Erica Ahalt**

Transportation Manager

**G. Diane Graham**

I/T Specialist

## Our Locations:

### Administrative Office:



325 West Memorial Blvd  
Hagerstown, MD 21740

### Martin Luther King Center:



131 West North Avenue  
Hagerstown, MD 21740

### Elgin Station Center:



40 Elgin Blvd  
Hagerstown, MD 21740

### Noland Center:



1048 Noland Drive  
Hagerstown, MD 21740

### Sargent Shriver Center:



837 Spruce Street  
Hagerstown, MD 21740