

# HEAD START OF WASHINGTON COUNTY, INC.



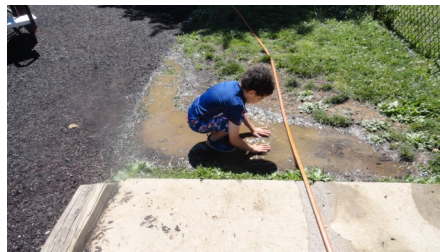
**2019-2020 ANNUAL REPORT**

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

During the spring and summer of 2020 Head Start of Washington County conducted a comprehensive Community Assessment in preparation of goal planning for the agency's new five year grant cycle. Findings in the Community Assessment reflect the growing need for Head Start services within Washington County, and in particular the city of Hagerstown. The percentage of children under the age of 5 living below the poverty level is 48.4% in Hagerstown compared to 23.4% in Washington County and 14.4% in Maryland. Closures of businesses, restaurants, and schools in March 2020, due to the COVID-19 pandemic, has been challenging for all families. Additional burdens for low-income families include struggling to pay rent, providing food for their families, and helping their children meet distancing learning expectations. Hagerstown city's unemployment rate during April 2020 was 14.8%, an all-time high. As parents slowly return to the work force, they are in desperate need of quality full day child care.

"Head Start is an amazing program that has literally turned my children into success stories. I didn't believe this was possible. For that, thank you all."

Head Start Parent



### Our Mission:

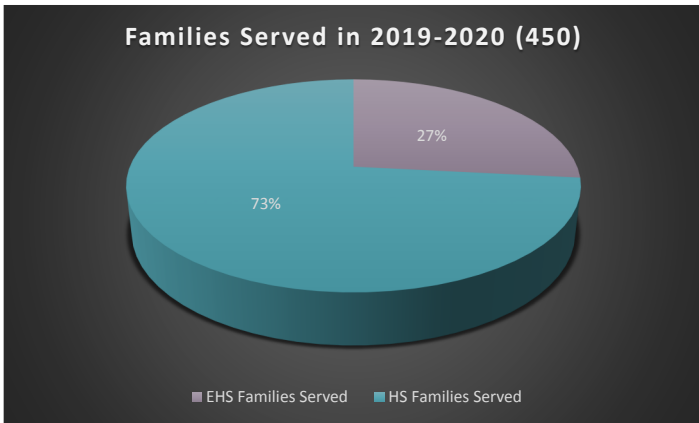
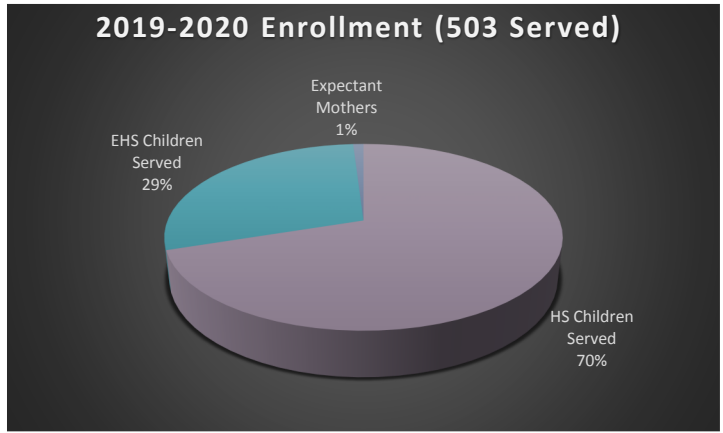
Head Start of Washington County, Inc. is dedicated to making a difference in our community through comprehensive child and family development services.

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

A Change In Scope request was submitted to the Office of Head Start in June 2019, asking for the reduction of 20 Head Start slots and the conversion of 34 Head Start slots to 16 Early Head Start slots. The request was approved and on January 1, 2020, HSWC's new funded enrollment became 315 Head Start slots and 127 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 20 children. Martin Luther King Center provided services to 150 Head Start children and 44 Early Head Start children. The Sargent Shriver Center provided Head Start services to 105 children and 22 Early Head Start children. In addition, we operated a Home Base program that served 6 Head Start children and 47 Early Head Start children (and expectant mothers).

Head Start is mandated to enroll at least 10% of children who have a professionally diagnosed disability. During the 2019-2020 school year, 14% of HSWC's Head Start children and 23% of HSWC's Early Head Start children had diagnosed disabilities.



(2020 Financial Literacy Graduates)

## Family Engagement Activities: 2019-2020

- August 2019 – Open Houses – 207 families attended
- Love and Logic Fall- 6 families participated
- October 2019 – Family Fall Fest, 89 families attended
- November 2019 – Male Involvement Night – 37 male family members attended
- February 2020– Parent Café– 3 families attended
- February 2020 – Financial Literacy classes – 5 parents attended the 5 week program
- Spring 2020 – Dare To Be You, 5 families participated but the program ended early due to COVID-19. Unfortunately, the Mental Health & Wellness Night scheduled for March 2020 and the Mom & Me event planned for April 2020 were also cancelled due to pandemic forced closures.

Month	EHS Enrollment (111)	% of funded enrollment (EHS)	HS Enrollment (369)	% of funded enrollment (HS)
<b>2019</b>				
September	111	100%	300	81%
October	111	100%	314	85%
November	111	100%	312	85%
December	111	100%	314	85%
<b>Change in Scope (approved 1/1/20)</b>	<b>EHS Enrollment (127)</b>	<b>% of funded enrollment (EHS)</b>	<b>HS Enrollment (315)</b>	<b>% of funded enrollment (HS)</b>
<b>2020</b>				
January	111	87%	315	100%
February	127	100%	315	100%
March	127	100%	315	100%
April	127	100%	315	100%
May	127	100%	315	100%

“ Early Head Start is such a great place for families to learn more about the communities. Help us know where to go to get help with different kinds of needs that our family needs.”

Early Head Start Parent

# 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	98%	97%
% of children diagnosed as needing medical attention from a chronic condition	14%	0%
Of these, the % of children receiving medical	58%	n/a
% of children with up to date immunizations	97%	92%



Performance Indicator	HS
% of children with a dental home	84%
% of preschool children completing professional dental exams	69%
% of preschool children needing professional dental treatment	26%
Of these, the % of preschool children receiving dental treatment	59%

## 2019-2020 School Readiness Goals:

- Children will demonstrate positive approaches to learning to include attending and engaging, persistence, problem solving skills, curiosity, motivation, flexibility, and inventiveness in thinking.**
- Children will develop self-regulation skills to have positive social interactions to peers and adults and to follow expectations for an educational environment.**
- 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.**
- 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.**
- 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

"I appreciate the fact that HSWC sees the parent/guardian as their child's first & best teacher. I like the individualization provided to me by my Family Advocate."  
Early Head Start Parent

CLASS (Classroom Assessment Scoring System) is an observation instrument that assesses the quality of teacher child interactions in center based preschool classrooms. Head Start of Washington County uses the CLASS observation tool to monitor learning environments in all of its Head Start classrooms. CLASS includes 3 domains of interactions that support children's learning and development: Emotional Support, Classroom Organization, and Instructional Support. Fall data is included below:

		Head Start CLASS Score Averages																	
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	Fall 2019 Average	Fall 2018 Average	Spring 2019 Average	National Average (2020)
Head Start CLASS Scores by Domain	Emotional Support	6.17	6.08	5.83	6.58	6.92	6.58	6.00	5.84	6.63	6.63	6.92	6.58	6.92	6.50	6.44	6.42	6.38	6.03
	Classroom Organization	5.67	5.66	5.67	6.56	6.89	6.67	5.89	6.11	5.67	5.17	6.44	5.22	5.22	5.89	5.91	5.63	5.83	5.78
	Instructional Support	3.11	4.11	4.56	4.67	5.11	5.11	3.55	4.67	2.00	2.17	4.00	2.11	2.56	3.33	3.65	3.71	4.21	2.94

Head Start of Washington County began to utilize the Early Learning Assessment (ELA) tool for all Head Start children during the 2019-2020 program year. 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 are charts showing the percentages of children approaching and meeting/exceeding skills during the time they were present in the 2019-2020 program year. Due to the children leaving the center earlier than anticipated (COVID-19 pandemic) we would assume that the percentages of children at Level 4 & 5 would have increased with two additional months of in-person instruction.

4 Year Old Data		
Domains	Levels 2 & 3	Levels 4 & 5
Social Foundations	53%	19%
Language & Literacy	40%	34%
Mathematics	52%	27%
Science	51%	8%
Social Studies	51%	26%
Physical Well Being & Motor Development	34%	47%



"Head Start is the best choice I could have made regarding my children's education and growth."  
Head Start Parent

**Key: Levels 2-3: Approaching**

**Levels 4-5: Meeting/Exceeding**

# 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 500 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 100+ eligible children are currently waiting. Our newest center is named after R. Sargent Shriver and allows us the potential for future growth, should funding for renovations become available in the future.

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

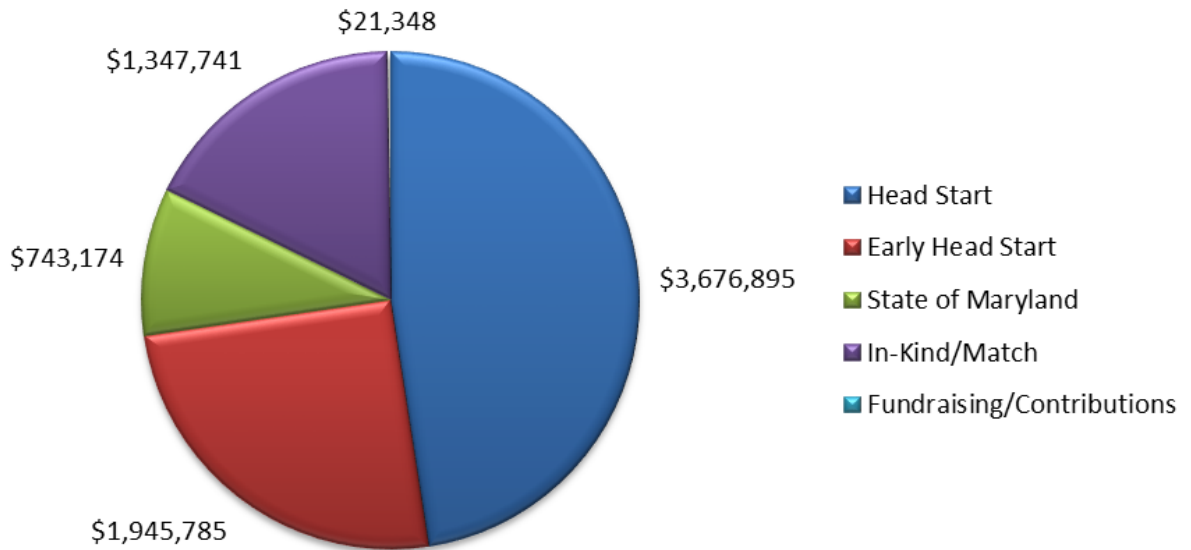
## Results for most recent financial audit

The annual independent audit for fiscal year ending January 31, 2020 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, 2020. 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).

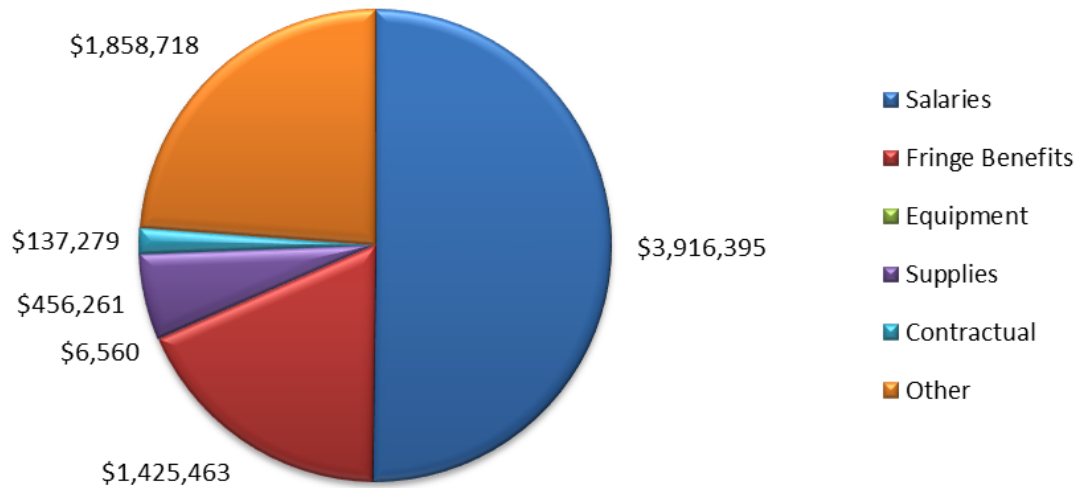
### *Proposed budget for fiscal year end January 31, 2021*

<b>Salaries</b>	\$4,438,743
<b>Fringe Benefits</b> - Sec125 and retirement benefits and mandatory federal and state withholdings	\$1,580,684
<b>Travel</b> - lodging and per diem for out of town conferences and meetings	\$12,100
<b>Equipment</b> – Playground equipment and steamer for food program	\$149,538
<b>Supplies</b> – Office, classroom, and food service supplies	\$574,314
<b>Contractual</b> – Audit fees, health/disabilities services, and training/technical assistance	\$80,769
<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	\$1,709,199
<b>Total Proposed Budget</b>	<b>\$8,545,347</b>

### Income - Fiscal Year 2020



### Expenditures - Fiscal Year 2020



### Board of Directors

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Community Member

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Community Member

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Community Member

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Community Representative

**Kari Farrow**

Community Representative

**Dawn Evans**

Policy Council Chairperson

**Lakeisha Thrower \*\***

Policy Council Treasurer

\*\* Denotes Finance Committee Member

### Leadership Team

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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

**Kandyce Dorsey**

Early Childhood Manager

**Kathy O'Neil**

Early Childhood Manager

**Melissa McElroy**

Early Childhood Manager

**Jennifer Barrett**

Developmental Services Manager

**Donna Eby**

Health Manager

**Susie Danjolu**

Food Services Manager

**Erica Ahalt**

Transportation 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