

**2019-2020 Annual Report
HHWP Community Action Commission
Head Start**

“Every child deserves a **champion: an adult who will never give up on them, who understands the power of **connection** and insists they become the best they can possibly be.”**

~ Rita Pierson ~

Agency Mission

The mission of HHWP Community Action Commission is to reduce the conditions of poverty by providing comprehensive services to improve lives.

Program Mission

HHWP - CAC Head Start will provide comprehensive child and family development services to eligible families, assisting in maximizing their potential. This is accomplished by focusing on family involvement in accessing resources that promote self-sufficiency and attainment of goals. All services will be provided in a professional manner and in an atmosphere of mutual respect.



HHWP CAC Head Start Locations

Hancock County	Hardin County	Wyandot County	Putnam County
Findlay Winfield Center 545 Winfield Ave. (419)423-3127	Kenton 10702 SR 68N (419)674-4433	Upper Sandusky 559 S. Warpole St. (419)209-0715	Ottawa 1205 E. Third St. (419)523-3228
	Forest 111 E. Dixon St. (419)957-6569	Angeline 11028 CH 44 (419)294-4488	Leipsic 232 Oak St. (419)943-4037

Service Delivery Area for 2018-19

Total number of children and families' served, average monthly enrollment (% of funded enrollment), percentage of eligible children served.

Head Start Locations	Funded Enrollment	Average Monthly Enrollment	Total # Children Served	Total # Families Served	% of Income/Categorically Eligible Children Served
Angeline	16	16			
Findlay	120	121			
Forest	20	20			
Kenton	92	91			
Leipsic	20	20			
Ottawa	20	20			
Upper Sandusky	40	36			
Total Federal	328	324			
			387	345	78%

School Readiness

Per the National Head Start approach to School Readiness the HHWP CAC Head Start Program strives to ensure that “children are ready for school”, “families are ready to support their children’s learning”, and “schools are ready for children”. Through a comprehensive approach to teaching and learning, children and families are guided through developmentally appropriate educational experiences which support overall academic success throughout the school years.

The Head Start management team continues to review and revise the School Readiness goals, objectives, and outcomes, while seeking input from the larger School Readiness Committee which meets on a quarterly basis. This committee is comprised of stakeholders who believe in the mission and volunteer their knowledge and experience for the betterment of the program

Creative Curriculum

Creative Curriculum is the adopted research-based curriculum used in our program. Creative Curriculum is aligned with the Head Start Federal School Readiness Framework, Head Start Early Learning Outcomes Framework, and the Ohio Early Learning Developmental Standards. The daily routine based on the Creative Curriculum model provides the children with a balance of child-initiated and adult-initiated activities in the classroom. Such activities are intentionally designed to meet individualized children’s needs as determined through ongoing assessment data, and include individual, small group, and large group activities. Teacher created lesson plans, daily schedules, and purposely designed physical indoor and outdoor spaces are responsive to individualized student needs providing children with choices and opportunities to experience a range of learning opportunities supporting growth toward School Readiness. Developmentally appropriate materials, supplies, and equipment are accessible to all children including those with disabilities and are rotated in and out of the learning spaces as appropriate to support children’s educational experiences.



“I am Moving, I am Learning” activities are incorporated into the daily schedule to promote active lifestyles and develop nutritional awareness to promote healthy choices.



Conscious Discipline, a trauma informed, brain based, comprehensive social-emotional and classroom management program, is implemented throughout our program to promote conscious awareness in staff, children, and families. Staff are supported by ongoing training opportunities, and the Family Support Specialists are being further trained on Conscious Discipline parent curriculum to provide meaningful learning and support activities to families in group and individual settings. Through the framework of IMIL and CD, our program strives to consciously build positive relationships through movement and play.

Mental Health & Development

A total of **348** children were screened using the **Ages and Stages Questionnaire (ASQ3)**. The ASQ3 is a screening tool used to help identify where children are in their developmental progress as it relates to their age. Of the children that were screened, **258** showed no developmental concerns. Of the children assessed; **18** were on an Individualized Education Plan (IEP) indicating they were eligible to receive special education and related services from the LEA. **37** were referred for follow-up services to determine if they had a disability. **19** were determined eligible to receive special education and related services prior to enrollment into the program this year. **8** were determined eligible for special education services due to non-categorical/developmental delays **11** were diagnosed with the primary disability of speech or language impairments.

Parent Engagement – 2019-2020

Head Start held 36 Parent Group Meetings. Parental attendance totaled 286. Topics covered include:

- Exploring CAC Programs
- Fair Housing
- Money Saving Tips
- Open House
- Dental Health and Vision Care
- Managing Holiday Stress
- Goal Setting
- Kindergarten Readiness
- Car Seat Safety
- CPR & First Aid
- Nutrition
- Community Resources
- Community Outreach
- Board Game Night
- Super Hero Night
- Policy Council & Elections



Number of Enrolled Children that Received Medical and Dental Exams



Type of Exam	# of Enrolled Children Who Received the Following Services
Medical	309
Dental	269

**Due to COVID-19 dental offices closed in March. As a result, the number of children who were able to obtain a dental exam is lower this program year.

Funding Summary

<i>Funding Category</i>	<i>Line Item Budget Total</i>
Cost for Program Operations	\$3,410,157
Cost for Training and Technical Assistance	\$37,455
Total Federal Budget	\$3,447,612
Non-federal Share (Cash and In-kind)	\$736,903
Total	\$4,184,515

Other Funding Sources

<i>Federal Funding</i>	<i>Amount</i>
1. Federal Child Care and Development Fund (CCDF)	\$0
2. Child and Adult Care Food Program (CACFP) Funds	\$178,680
3. Other Federal Funding (Hancock/Hardin JFS PRC (TANF))	\$45,700

Budget Categories

January 1 – December 31, 2019

<i>Budget Category</i>	<i>Program Operations</i>	<i>Training Technical Assistance</i>	<i>Non-Federal Share</i>
Personnel	\$1,609,877		
Fringe Benefits	\$667,787		
Travel	\$250	\$15,200	
Equipment	\$104,069		
Supplies	\$78,021	\$3,055	\$8,000
Contractual	\$74,080	\$3,000	
Construction	\$0		
Other	\$599,535	\$16,200	\$728,903
Total Direct Charges	\$3,133,619	\$37,455	\$736,903
Indirect Charges	\$276,538	\$0	
Total	\$3,410,157	\$37,455	\$736,903

Financial Audit

The Single Audit of HHWP Community Action Commission for year ending December 31, 2019 was conducted by WIPFLI, LLP. The audit disclosed no findings or questioned costs. HHWP Community Action Commission was determined to be a low-risk auditee.