



2024-2025 Annual Report

HHWP Community Action Commission

Head Start

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

Winfield Head Start 545 Winfield Ave. Findlay, OH

Kenton Head Start 10702 ST Rt 68 Kenton, OH

Forest Head Start 111 E Dixon St Forest, OH

Upper Sandusky Head Start 559 S Warpole St Upper Sandusky, OH

Angeline Head Start 11028 CH 44 Upper Sandusky, OH

Ottawa Head Start 1025 E Third St Ottawa, OH

Service Delivery Area

Locations	Funded Enrollment	Average Monthly Enrollment
Angeline	16	16
Findlay	134	140
Forest	20	16
Kenton	78	63
Ottawa	20	20
Upper Sandusky	20	20

336 Total Number of Children Served

399 Total Families Served

84% Percentage of Income and Categorically Eligible Children Served

Parent Engagement

Head Start held 20 Parent Group Meetings. A total of 49 caregivers attended at least one session throughout the program locations. Topics covered included:

Snap-Ed	CAC Programs	Policy Council
Healthy Meals	Conscious Discipline	Money Saving Tips
Kindergarten Readiness	Managing Holiday Stress	Summer Activities

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 of teaching and learning, children and families are guided through developmentally appropriate educational experiences that 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.

Frog Street

Frog Street Pre-K is the research- based curriculum that we use in our classrooms. It is a comprehensive, integrated curriculum that ties together ten learning domains to make strong learning connections. Frog Street Pre -K follows a clear and specific scope and sequence with a focus on developing Kindergarten Readiness. Throughout the program, children explore and discover through hands-on, child-centered activities. Frog Street Pre-K is aligned with Ohio's Early Learning Standards and the Head Start Early Learning Outcomes Framework.

Frog Street Pre-K builds a safe and positive learning environment utilizing concepts from Conscious Discipline. It focuses on literacy skills and provides a diverse and engaging literacy library for teachers to use in the classroom. It also incorporates problem solving and critical thinking skills through STEAM learning activities. Frog Street Pre-K also provides family engagement materials and books for families to use at home each week. Frog Street Pre-K acknowledges the individual needs of all learners and provides strategies for special needs adaptations, differentiated instruction, English language learners and cultural responsiveness.

Conscious Discipline

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 through the framework of IMIL and CD, our program strives to consciously build positive relationships through movement and play.

Health, Mental Health, and Disabilities

“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.

Exams

Type of Exam	Number of Children
Medical	228
Dental	249

Referrals & Services

Type	Number of Children
Mental Health Referral	2
IEP Services	35
Special Need Referral	33

Funding Summary

Funding Category	Line-Item Budget Total
Cost for Program Operations	\$3,783,685
Cost for Training and Technical Assistance	\$37,455
Non-federal Share (Cash and In-kind)	\$955,285
Total	\$4,776,425

Budget Categories

January 1 – December 31, 2024

Budget Category	Program Operations	Training Technical Assistance	Non-Federal Share
Personnel	\$2,077,794	\$2,702	\$0
Fringe Benefits	\$905,503	\$1,179	\$0
Travel	\$0	\$12,753	\$0
Equipment	\$0	\$0	\$0
Supplies	\$61,215	\$0	\$10,118
Contractual	\$75,680	\$0	\$0
Construction	\$0	\$0	\$0
Other	\$414,518	\$17,416	\$967,396
Total Direct Charges	\$3,534,710	\$34,050	\$977,514
Indirect Charges	\$337,892	\$3,405	\$0
Total	\$3,872,602	\$37,455	\$977,514

Financial Audit

Clark Schaefer Hackett (CSH) conducted an Agency Audit. The audit disclosed no findings or questioned costs. HHWP Community Action Commission was determined to be a low-risk auditee. Additionally, the Head Start program was selected as the single source for annual single audit. The Head Start program received high remark regarding policy, process and organization. No findings were identified.

At this time, it is anticipated that the Head Start program will remain flat funded going into the 2026 budget year.

2026 Proposed Funding Summary

Funding Category	Line-Item Budget Total
Cost for Program Operations	\$3,872,602
Cost for Training and Technical Assistance	\$37,455
Non-federal Share (Cash and In-kind)	\$977,514
Total	\$4,546,274

2026 Proposed Budget

January 1 – December 31, 2025

Budget Category	Program Operations	Training Technical Assistance	Non-Federal Share
Personnel	\$2,077,794	\$2,702	\$0
Fringe Benefits	\$905,503	\$1,179	\$0
Travel	\$0	\$12,753	\$0
Equipment	\$0	\$0	\$0
Supplies	\$61,215	\$0	\$10,118
Contractual	\$75,680	\$0	\$0
Construction	\$0	\$0	\$0
Other	\$414,518	\$17,416	\$967,396
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HHWP CAC Head Start makes this report available to the public in several ways. Community members and partners can find this report located online at our agency website (<https://www.hhwpcac.org/>). Copies of this report are easily accessible at our Community Action Office in the visitor lobby, as well as at each preschool site in a centrally located space. Copies are passed out to members attending our Health Advisory Committee meeting and offered to partners attending our local Family and Children First council meeting.