



WSOS Community Action Commission, Inc. Head Start Annual Report 2016-2017



Our mission:

We create partnerships and opportunities to help individuals, families and communities thrive.



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Commission
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This report is prepared to comply with the Head Start Reauthorization Act of 2007,
Administrative Requirements and Standards Sec. 644 [42 U.S.C 9839 (a)(2)]

Table of Contents

	Page
Introduction	3
A – Public and Private Funds Received.....	3
B – Budgetary Expenditures FY 2017	4
C – Services to Families	5
D - Medical and Dental Services	5
E – Family Engagement.....	5
F – Birth to Five Preparation For Kindergarten	6
G – CLASS (Classroom Assessment Scoring System)	7
H - Accountability-Quality Assurance and External Review	8



Introduction

WSOS Early Childhood program has successfully provided comprehensive child development services for low-income children, ages birth through five, and their families since 1965. Services include education, nutrition, health, medical, dental, parent involvement and social services. Over 900 children receive services from WSOS each program year.

The purpose of the WSOS Early Childhood program is to promote the school readiness of low-income children by enhancing their cognitive, social and emotional development in two ways:

1. The learning environment will support children’s growth in language, literacy, mathematics, science, social emotional development, creative arts, physical skills and approaches to learning; and
2. Each family will be provided with health, educational, nutritional, social, and other services when necessary based on the family’s needs assessments.

WSOS is funded to serve 731 Head Start children throughout the Northwest Ohio counties of Wood, Sandusky, Ottawa and Seneca. Program options available to these children include center-based, home-based, and childcare. WSOS is funded to serve 60 Early Head Start children throughout the counties of Sandusky, Ottawa and Seneca. Program options available to these children include home-based and childcare.

A. Public and Private Funds Received

Head Start Preschool

FY 2016-17	Budget	Revenue		
Category	Program**	Program	Percent of Total	8/17-7/18 Proposed Program Budget
Federal Revenue - HHS	4,765,983	4,899,796	70.0%	5,976,530
Federal Revenue - TANF	61,425	81,313	1.2%	89,175
USDA Revenue*	406,943	255,502	3.7%	348,410
Private Contracts (ECE)	528,319	525,240	7.5%	758,240
Parent Fees and Co-Pays	9,396	6,119	0.1%	8,500
Program Improvement	-	-	0.0%	-
In Kind Revenue*	543,423	1,227,937	17.6%	1,494,133
Total Amount	6,315,489	6,995,907		8,674,988

* Includes the combined amount for Head Start and Early Head Start

** Budget includes Duration Start-up Costs of \$147,153

Early Head Start

FY 2016-17	Budget	Revenue		
Category	Program	Program	Percent of Total	8/17-7/18 Proposed Program Budget
Federal Revenue - HHS	440,677	442,767	86.5%	587,570
Federal Revenue - TANF	49,050	62,132	12.1%	27,744
Parent Fees and Co-Pays	3,825	7,015	1.4%	3,825
Program Improvement	-	-	0.0%	
Total Amount	493,552	511,914		619,139

B. Budgetary Expenditures FY 2017

Head Start Preschool

FY 2016-17 Category	Budget Basic + T&TA	Expenditures			Percent of Total	8/17-7/18 Proposed budget (Basic + T&TA)
		Basic**	T&TA	Total		
Personnel	2,395,794	2,124,419	-	2,124,419	30.4%	3,261,706
Fringe Benefits	1,324,873	1,198,994	-	1,198,994	17.1%	1,750,549
Travel	42,225	73,091	11,193	84,284	1.2%	24,500
Equipment	-	-	-	-	0.0%	-
Supplies	592,591	792,678	-	792,678	11.3%	113,000
Contractual	167,560	155,081	-	155,081	2.2%	191,240
Facilities	375,756	376,527	-	376,527	5.4%	361,816
Other	801,920	1,646,216	35,474	1,681,690	24.0%	2,227,455
Direct Costs*	5,700,719	6,367,006	46,667	6,413,673	91.7%	7,930,266
Indirect Costs	614,770	582,234	-	582,234	8.3%	744,722
Total Amount	6,315,489	6,949,240	46,667	6,995,907		8,674,988

* Includes the combined amount for Head Start and Early Head Start USDA and In-Kind Expenses

** Budget includes Duration Start-up Costs of \$147,153

Early Head Start

FY 2016-17 Category	Budget Basic + T&TA	Expenditures			Percent of Total	8/17-7/18 Proposed budget (Basic + T&TA)
		Basic	T&TA	Total		
Personnel	179,472	195,852	-	195,852	38.3%	268,726
Fringe Benefits	157,858	121,739	-	121,739	23.8%	147,763
Travel	13,346	9,961	2,264	12,225	2.4%	16,200
Equipment	-	-	-	-	0.0%	-
Supplies	17,757	45,904	-	45,904	9.0%	21,600
Contractual	-	-	-	-	0.0%	-
Facilities	-	-	-	-	0.0%	-
Other	70,333	57,275	7,646	64,921	12.7%	97,399
Direct Costs	438,766	430,731	9,910	440,641	86.1%	551,688
Indirect Costs	54,786	71,273		71,273	13.9%	67,451
Total Amount	493,552	502,004	9,910	511,914		619,139



C. Services to Families

In school year 2016/2017, WSOS Early Childhood program provided services to 991 children and 884 families. The average monthly enrollment was 731 for Head Start and 61 for Early Head Start. The program maintained 100% enrollment (as a percentage of funded enrollment) throughout the year. Most of the children served were income eligible (including children below 100% of poverty line, on public assistance, foster children, and homeless).

Total Number of Families Served

Program	Served in 2016-2017
Head Start	799
Early Head Start	85
Total	884

Percentage of Eligible Children Served

Program	Applications Received	Eligible Children Served	Percentage
Head Start	894	885	99%
Early Head Start	108	106	99%
Total	1002	991	99%

Total Number of Children Served

Program	Funded Enrollment	Served in 2016-2017
Head Start	731	885
Early Head Start	60	106
Total	791	991

Average Monthly Enrollment

Program	Funded Enrollment	Average Enrollment
Head Start	731	100%
Early Head Start	60	101%
Total	791	100%

D. Medical and Dental Services

Good Health and Nutrition are essential for learning. WSOS Early Childhood program ensures that all children enrolled have timely physical and dental exams and basic health screenings, including hearing, vision, health and nutrition; and follow-up referrals to medical and outside providers.

	Head Start	Early Head Start	Percentage of Enrolled Head Start Children	Percentage of Enrolled Early Head Start Children
Completed Dental Exams	786	N/A	89%	N/A
Completed Health Exams & Screenings	815	98	92%	92.5%

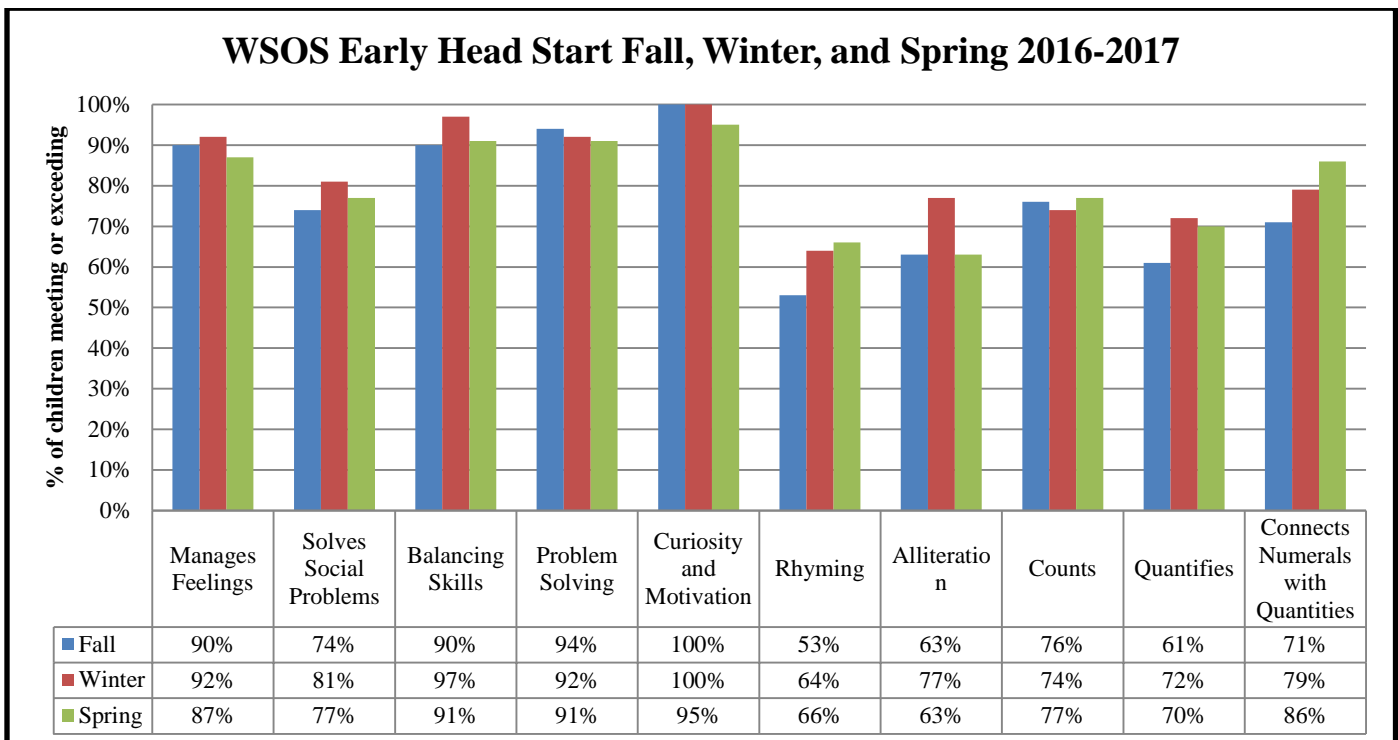
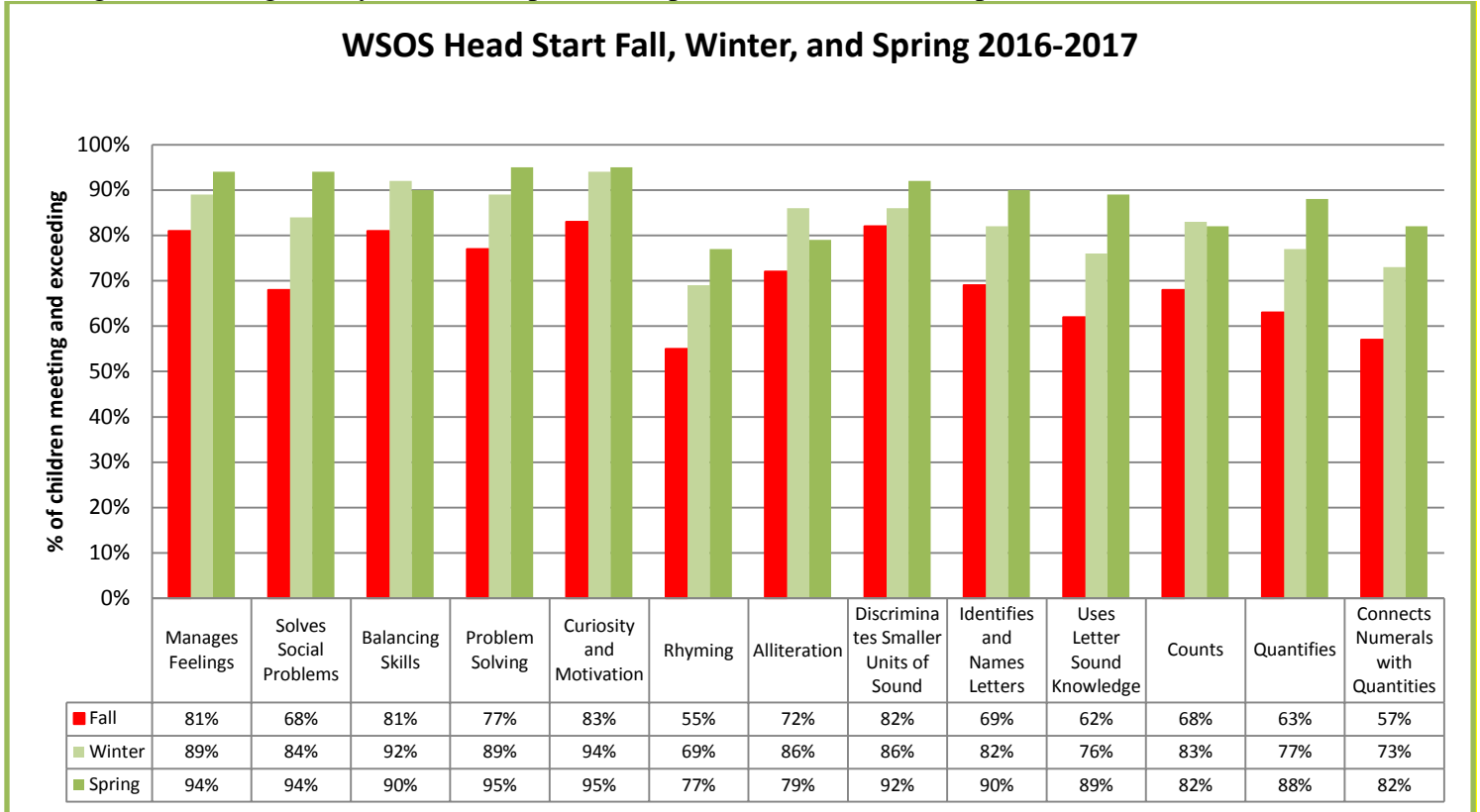
E. Family Engagement

From the first meeting with the family, parents are offered the opportunity to be involved with the program. Parents can attend parent meetings at the center, serve on Policy Council, and Health Advisory Committee. Parents are always welcome to participate in the classroom by helping with or leading activities or projects, planning classroom activities with the teaching staff, and introducing or sharing their culture with the class. There are several ways parents can help the teaching staff: by sharing opinions, ideas and thoughts, working on projects at home, communicating with the staff, helping other parents feel welcome and reinforcing learning at home.

As the child's first and most important teacher, parents have an important role in the program. We reach out to parents for whom English is a second language to help them feel included in activities and meetings by providing interpreters and culturally sensitive activities. Together with regular center committee meetings, there are Family Fun Events monthly for all families in the program. Parents can view their child's progress on a daily basis through Teaching Strategies Gold Parent Central online assessment tool.

F. Birth to Five Preparations for Kindergarten

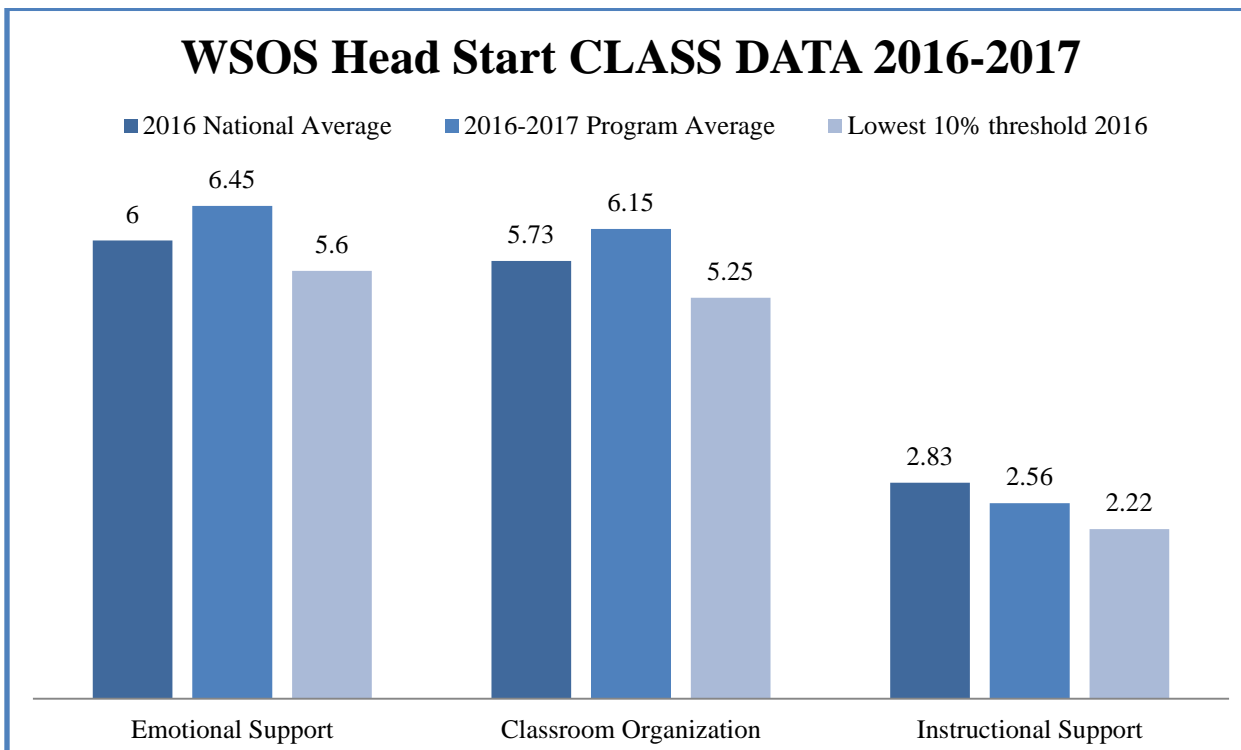
Children were assessed using the ongoing assessment tool *Teaching Strategies GOLD*. Teachers observe children frequently throughout the year as they participate in everyday experiences. A minimum of three times a year, teachers evaluate each child’s individualized developmental progress through their documentation including but not limited to; observation notes, work samples, pictures, videos and checklist. The following chart demonstrates the percentage of children served at WSOS during the 2016-2017 program year that were meeting or exceeding widely held developmental expectations at each checkpoint season.



G. CLASS (Classroom Assessment Scoring System)

The Improving Head Start for School Readiness Act of 2007 requires that the Office of Head Start include in the monitoring reviews of Head Start agencies a valid and reliable research-based observational instrument that assesses classroom quality, including the assessment of multiple dimensions of teacher-child interactions that are linked to positive child outcomes and later achievements.

CLASS assesses interactions between children and teachers in three broad domains of classroom quality; Emotional Support, Classroom Organization, and Instructional Support. For each preschool class, trained and certified CLASS reviewers conduct two 20 minute observations and score at the dimension level using a 7-point scale at the end of each observational cycle. The Improving Head Start for School Readiness Act of 2007 requires a minimum score of 4 in Emotional Support, 3 in Classroom Organization and 2 in Instructional support. In addition, grantees must score above the lowest 10% of grantee-level domain scores identified during each monitoring cycle.



H. Accountability-Quality Assurance and External Review

Monitoring the goals and activities of the Early Childhood Program is an ongoing process. Through the use of regular self-assessments, the Office of Head Start Monitoring system, annual fiscal audit, United States Department of Agriculture Child and Adult Care Food Program monitoring visits, and participation in Ohio's Step up to Quality program, and National Accreditation for Education of Young Children. WSOS Early Childhood program is able to maintain a high quality program and participate in continuous improvement and National Accreditation for Education of Young Children.

Office of Head Start Review

The Office of Head Start provided formal notice to WSOS on May 9, 2016 that we successfully passed the Head comprehensive Services/School Readiness-H (CSSR-H) review event for the Early Head Start portion of the WSOS Head Start and Early Head Start grant.

Independent Audit

An annual independent audit is conducted in compliance with the requirements described in the US Office of Management and Budget Circular A-133. The most recent audit found that WSOS complied in all material respects with the requirements applicable to each of its major federal programs for the fiscal year ending September 30, 2016. A copy of the Independent Audit is available upon request.

Step up To Quality

Step Up To Quality is a voluntary, quality rating system for early care and education programs. Programs can earn a 1-, 2-, 3-, 4- or 5-Star Rating by meeting the quality benchmarks for the State of Ohio.



Step Up To Quality means:

- Fewer children per classroom
- Better trained teachers
- A more comprehensive early education experience for your child
- A focus on continuous improvement

WSOS is committed to ensuring our young children and families have access to quality care and education. All WSOS sites were rated a 5 star, the highest star through Ohio's Step up to Quality rating system. Two out of six contracted sites are currently have a 5 Star rating; 1 has a 4 Star rating; and 3 have a 3 Star rating. All nine WSOS sites received National Accreditation through the National Association for the Education of Young Children (NAEYC).



NAEYC Accreditation of programs for young children represents the mark of quality in early childhood education. NAEYC accredited programs invest in early childhood education because they believe in the benefits to children and families. Early childhood experiences from birth to age 8 have an enormous impact on children's lifelong learning and positively contribute to their health and development. Early childhood education programs with the mark of quality benefit children with greater readiness for and success in school.