



Knox County Head Start, Inc.

A National Head Start Center of Excellence

2019-2020 Annual Report

www.knoxheadstart.org



Mission Statement

Committed to the future of Knox County and its changing and diverse needs, Knox County Head Start works in partnership with the community to provide quality preschool, child care, and family services. Our purpose is to engage children, families and staff in reaching their full potential.

Guiding Values Statement

- A. We value families, fathers, mothers and primary caregivers, as the first and most important teachers and advocates for their children.
- B. We strive to make a difference through the education, care and support of our children, families and staff.
 - ▶ By committing to provide quality services
 - ▶ By hiring, training and retaining competent staff
 - ▶ By providing opportunities for personal and professional growth
 - ▶ By developing and nurturing trusting personal and professional relationships built on honesty and open communication
 - ▶ By acknowledging and seeking diversity through our program design
 - ▶ By creating and maintaining healthy and productive community partnerships

BOARD OF DIRECTORS

Todd Hawkins
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Vice President & Trust Officer, Park National Bank

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Kenyon College

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Knox Community Hospital

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YMCA of Northwest Ohio

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Admissions/Academic Advisor, Central Ohio Technical College (COTC) Knox Campus

Kelly Welker
Area Supervisor (Knox & Morrow Counties)
McDonald's

Barbara Wortman
Librarian (Retired)
Policy Council Rep

About Knox County Head Start, Inc.

- Founded in April 1965 as Kokosing Day Care Centers, Inc.
- Largest single provider of early care and education services in Knox County – 93% of children qualify as low-income
 - Head Start (HS) slots: 181
 - Early Head Start (EHS) Slots: 60
 - Early Head Start –Child Care Partnerships (EHS-CCP) Slots: 16;
 - Operating 7 Centers throughout the County (Centerburg, Danville, Fredericktown, Gambier Community Center, Gambier Child Care Center, New Hope Early Education Center, & Northgate).
- Largest child care provider since 1998 serving over 195 children in full day programs, in four child care centers (Fredericktown Head Start & Child Care Center, Gambier Child Care Center & in Mount Vernon at New Hope Early Education Center and Northgate Center along with 3 Family Child Care Homes in the EHS-Child Care Partnership..
- Serving 430 children in 2019-2020.
- Over 98,494 meals/snacks served to children and families (including home delivery) during the program year.

2019-2020 POLICY COUNCIL MEMBERSHIP

CENTERBURG REPRESENTATIVE
Courtney Perkins

FREDERICKTOWN REPRESENTATIVE
Stacy Saunders

NEW HOPE EARLY EDUCATION CENTER REPRESENTATIVE
Bethany Patrick

HOME BASE REPRESENTATIVE
Timothy Ewing, Jr.

NORTHGATE CENTER REPRESENTATIVES
Melanie VanHouten
Kayla Alcott

FAMILY CHILD CARE PARTNERSHIP REPRESENTATIVE
Donald Bovinett—Chairperson

COMMUNITY REPRESENTATIVE
*Ann Tope (former HS parent) - Vice Chairperson **

**Board of Directors Representative*

Programs targeting children from disadvantaged families have the greatest economic and social returns.

Nobel Laureate Economist Dr. James Heckman "Exceptional Returns"

An Agency supported in part by



Family Partnerships

- 284 families were served in HS, EHS and EHS-CCP programs
- 201 (70.8%) families participated in the family goal setting process which results in an individualized family partnership agreement.

Referrals

- 1,101 referrals for community supports were documented.
- 278 (97.9%) of families received a referral service
- 278 (100%) of families received a referral service for an average of 3 services

Demographics

- 36 (12.7%) families qualified for HS services due to homelessness, with 17 families (47.2%) acquiring housing
- 40 (12.1%) children experiencing homelessness were served during the year
- 186 (65.5%) families received WIC services through the Knox County Health Department
- 64 (22.5%) children were in foster care at any point during the program year, with 34 (53.1%) referred by Knox County Department of Job and Family Services, Child Protective Services division

Children Health Services

Medical Screenings (Physicals)

- ☞ 309 (93.6%) children received an annual physical and all medical screenings, including hearing, vision, lead, and hemoglobin.
- ☞ 126 (40.8%) children needed medical follow up
- ☞ 74 (58.7%) children received follow up

Dental Services

- ☞ 200 (93.9%) preschool children received a dental exam
- ☞ 54 (27.0%) children needed follow up
- ☞ 29 (53.7%) preschool children received follow up
- ~ Medical & dental follow up was affected by COVID

Immunization Services

- ☞ 297 (93.6%) children up to date on required immunizations
- ☞ 15 children in progress (but received all shots possible)
- ☞ 11 children meet State's guideline for exemption

Mental Health Services

KCHS partners with **Behavioral Health Partners of Central Ohio (BHP)** to provide play therapy in the classroom or in-home Jump Start services for children exhibiting ongoing challenging behaviors at home and/or in the classroom. Our goal is to provide effective interventions at as early an age as possible. Direct play therapy is supported by funding from the **United Way of Knox County**, the **Mental Health and Recovery for Licking and Knox Counties**, and the **Knox County Department of Job and Family Services**.

- ☞ Consultations were provided to 29 parents about their child's behavior or mental health.
- ☞ 25 children received follow up mental health services from outside organizations, including **BHP**.

Special Services to

Children with Identified Disabilities

Knox County Head Start collaborated with the two local education agencies, **Knox County Educational Service Center** and **Mount Vernon City Schools**, to provide special education services:

- ▶ 28 children received services under an Individualized Education Plan (IEP)
- ▶ 22 of those children's primary identified disability was speech or language impairment
- ▶ 5 children's primary disability was an emotional/behavioral disorder
- ▶ 1 child's primary disability was orthopedic



A Parent shared: "Everybody that we have ever met from Head Start has gone above & beyond to get to know our family, how we operate & what it takes. At first, I wanted to deny that my son needed help & just send him to school & hope that he did well but after talking with the Home Educator, I realized it's ok, my son has needs & they need to be met. Without the program, I wouldn't have done that. The program does a really good job."

Step Up To Quality (SUTQ)

Since 2009-10, Knox County Head Start Centers have been annually recognized with Step Up To Quality awards by the Ohio Department of Job and Family Services – Bureau of Child Care and Development for exceeding state licensing standards and providing high-quality early childhood services. In 2019-20, all six KCHS centers received a Five-Star rating, which is the highest possible rating. Our dedication to quality services is rooted in the Guiding Values of our Mission Statement.



Monthly Enrollment

KCHS was 100% enrolled each month in Head Start until the COVID shutdown in March 2020. Classrooms reopened in June under mandates that reduced the number of children that could be served. In 2019-20, 213 preschoolers were served in 181 Head Start slots; 94 infants, toddlers and 4 pregnant moms were served in 60 Early Head Start slots; and 23 infants/toddlers and 3-year olds in 16 EHS-CCP slots.



Knox County Head Start believes that parents are the first and most important teachers of their children ~ we are here to support children, parents and families in achieving goals!

Two Generational Approach = Hidden Success

Head Start works closely with parents in developing goals and encouraging parents to identify strengths and opportunities for self-reliance. Over the last 14 years, 109 current or former Head Start parents have worked for Knox County Head Start. Of those parents, 42 (38.5%) attained or were working on a professional certification, CDA, CDL or an advanced degree. In 2019-20, 35 of 97 (36.1%) employees were current or former Head Start parents, 30 (85.7%) attained a degree or certification while employed or were in process. Knox County Head Start's two generational approach opens doors for child and family successes – concurrently supporting children's school readiness and providing opportunities for family stability and success.

Children/Pregnant Moms Served August 1, 2019—July 31, 2020

Head Start	213
Early Head Start	94
EHS Pregnant Moms	4
EHS CC Partnership	23
Child Care	56
School Age	36
Total	426

Community Assessment Update

KCHS' comprehensive community assessment was completed in 2018-2019, with minor updates in 2019-2020, in preparation for the 2020-2021 program year. The recent update was completed at the start of the COVID-19 pandemic shut-down in Ohio, with awareness that recent statistics would not reveal the impact of the pandemic. Community leaders expressed concerns about food insecurity for families, increasing unemployment and the unknown consequences of the pandemic on children's health, safety, and learning, with specific concerns about the experience of trauma in young children.

In terms of the characteristics of children served, KCHS saw a slight reduction in the number and percentage of foster children and homeless children served in 19-20, but the rate of children in foster care or whose families were experiencing homelessness continued to be higher than numbers served prior to 2017, most likely due to the ongoing impact of the drug epidemic.

Child care availability was immediately impacted at the start of the shut down in March 2020. No Knox County Centers chose to provide pandemic child care, which restricted enrollment to essential workers. Little Lambs Child Care in Centerburg permanently closed in April 2020, leaving the southwestern quadrant of Knox County without center-based child care.

Availability of health services was impacted positively in eastern Knox County when the Knox Community Health Center (CHC) opened a medical care satellite office in Danville, Ohio. Pharmacy services, which had been eliminated three years prior in Danville, were restored in a partnership between the CHC and Conway's Pharmacy.

Parent Engagement

Parents are encouraged to serve on Policy Council, attend School Family meetings, and family fun nights which include: Fall Harvest, Shawn Kelly Holiday Event in collaboration with Kenyon College's Theta Delta Phi Sorority, Winter Fun Fest, the Annual Art Show and the end of the year family picnic for each center. Family events incorporate family literacy activities and provide experiences based in the Conscious Discipline® philosophy. The fall events and some of the classroom events were held but the COVID-19 shutdown affected the annual art show which typically is held in April. Centers created virtual events and creatively offered a drive-up end of year celebration to share children's portfolios and present them with their certificates. The Shawn Kelly Holiday Party was held on December 3 and 4, 2019 at Kenyon College with approximately 231 children and 178 adults attending. The Sorority, AVI food service staff and many student volunteers hosted the event which included engaging opportunities for the children and their families in ornament making, cookie decorating, games, family pictures, a family meal and a visit to Santa to receive an age appropriate gift that was made available by the students.

Parent Gauge Interview Comments

Parents shared: *"All the screenings, handouts, recipes & food ideas have affected what I do to keep my family healthy. OSU Snap program assistant that visits the classroom has encouraged the girls to try new things."* "KCHS offers parenting classes, supplies & food & lets us know we can ask for help during this hard time. I feel good about the staff & great about how they helped me deal with difficulties. The staff make me feel comfortable & I can reach out to them whenever I need to. Grateful for this program in itself, so parents can have healthier, happier homes & help teach their child." *"It's a great program. The staff care about the kids & meet their needs. HS provides support for me & do not pass judgement. Helpful in several ways & care about my family."* "We eat better now that he is in school. I love the program." "They really know about development & what's appropriate for her age." *"...when I ask my daughter what she wants to eat, she says 'I need something healthy.'"*

Teacher Qualifications & Professional Development

KCHS exceeds the requirement of the Head Start Act of 2007 that 50% of preschool teachers have bachelor's degrees. In 2019-2020, 82% of Head Start preschool teachers had a bachelor's degree and 9% had an associate degree in early childhood education (ECE). One preschool teacher taught under a waiver with a Child Development Associate credential (CDA) while completing her education. She has since completed her BA in ECE. In EHS, teachers are required to hold a CDA, but 55% of infant and toddler teachers held two- or four-year degrees. All teacher assistants hold degrees, CDA's, or are working towards a CDA.

Twenty-four KCHS employees have achieved bachelor or advanced degrees over the last 13 years while employed by the Agency.



Parent Education

KCHS leads the Parent Support Initiative (PSI), coordinating parent education open to Knox County caregivers of children birth to 18. Supported by generous funding from the Ariel Foundation and the United Way of Knox County, education includes Conscious Discipline® for Parents and Triple P (Positive Parenting Program) with multi-level interventions delivered one-on-one, in small and large groups. During 2019-20, 56 parents attended Conscious Discipline education sessions and 382 parents participated in Triple P.

CLASS Assessment Scoring System

CLASS Domain Area	KCHS Scores 2020	FY' 20 National Domain Scores Mean	FY' 20 National Domain Scores Lowest 10%
Emotional Support	6.26	6.03	5.6750
Classroom Organization	5.91	5.78	5.3175
Instructional Support	2.93	2.94	2.3889

KCHS' Child Development Specialist provides mentoring and assessment of preschool teachers to support high quality learning environments and purposeful interactions with children in support of kindergarten readiness. The above chart includes KCHS' average teacher CLASS scores from 2020, the 2020 National Mean Average Summary and the 2020 National Summary of Lowest 10%. KCHS teacher CLASS scores from 2020 exceed the national mean in all three domains.

Preparing Children for Success in Kindergarten

KCHS classrooms implement *The Creative Curriculum for Preschool* and *The Creative Curriculum for Infants, Toddlers and Twos*, along with a variety of supplemental curricula. Teachers use the Creative Curriculum's Objectives for Development and Learning to track individual child progress and to plan lessons for large and small groups as well as individualized activities specific to the child's developmental level. Children are assessed quarterly; however, with the COVID shutdown of classrooms in March 2020, the third quarter data was incomplete. The 2nd quarter assessment showed that we achieved the goal that 85% of transitioning Kindergarten children would meet or exceed widely held expectations. Most significant was in the Physical domain, where 93.55% met or exceeded widely held expectations.



INDEPENDENT AUDITOR'S REPORT

In a letter dated January 25, 2021 to the KCHS Board of Directors, Laura MacDonald, CPA, wrote that she has audited the financial position of Knox County Head Start, Inc. as of July 31, 2020. Her audit was conducted for the purpose of forming an opinion on the basic financial statements of KCHS taken as a whole. She states, "I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion." In her opinion, KCHS financial statements present fairly, in all material respects, the financial position of KCHS as of July 31, 2020, and the changes in its net assets and its cash flow for the year then ended in accordance with accounting principles generally accepted in the USA. On January 27, 2021, Ms. MacDonald presented the audit and reviewed it in detail with the Board of Directors. She told the Board that there were no findings and that KCHS continues to be a low-risk agency. The Board of Directors reviewed and approved the final 2019-2020 audit document on February 24, 2021.



ADMINISTRATION FOR
CHILDREN & FAMILIES

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ADMINISTRATION FOR CHILDREN AND FAMILIES ON-SITE MONITORING REVIEW

Knox County Head Start's last On-Site Monitoring Review was conducted in April 2017 and was reported in the 2016-2017 Annual Report.

The 2019-2020 grant year was the first-year of the five-year grant period. The next Federal Monitoring Review is scheduled for the week of April 5, 2021.

**2019-2020 Funding by
Revenue Source: \$5,569,951**

FEDERAL HEAD START	\$1,872,631
FEDERAL EARLY HEAD START	\$847,869
FEDERAL EHS CHILD CARE PARTNERSHIP	\$262,961
FEDERAL HEAD START/EHS CARES ACT	\$113,825
FEDERAL EHS-CCP CARES ACT	\$2,565
FEDERAL USDA	\$139,602
TANF	\$17,364
PAYROLL PROTECTION PROGRAM FUNDS	\$175,000
CHILD CARE REVENUE	\$838,989
UNITED WAY OF KNOX COUNTY	\$154,713
PARENT SUPPORT INITIATIVE	\$197,284
INTEREST INCOME	\$43
LOCAL FUNDING/ REVENUE	\$19,712
IN-KIND	\$705,188
RESTRICTED NET ASSETS	\$20,354
MISC REVENUE	\$201,852
TOTAL FUNDING	\$5,569,951

KCHS 2019-2020 EXPENSES BY CATEGORY

SALARIES & WAGES	\$2,772,800
FRINGE BENEFITS	\$698,944
SUPPLIES	\$310,662
SPACE	\$172,933
FOOD	\$132,424
TRAINING & TRAVEL	\$112,536
CONTRACTUAL	\$274,255
BUS OPERATIONS	\$10,059
EQUIP/RENOVATIONS	\$0
DEPRECIATION	\$34,325
OTHER	\$107,530
IN-KIND (Local match funds)	\$705,188
TOTAL EXPENSES	\$5,331,658

2020-2021 Federal Budgets

	HS	EHS	EHS-CCP	Carryover HS/EHS Cares Act	Carryover EHS-CCP Cares Act	CRRSA Act HS/EHS/EHS-CCP	Total Budget
Salaries	\$1,250,104	\$617,019	\$128,278	\$24,758	\$6,302	\$19,310	\$2,045,770
Fringe	\$402,792	\$195,007	\$38,626	\$8,747	\$819	\$5,986	\$651,977
Supplies	\$52,960	\$44,733	\$10,404	\$37,193	\$4,375	\$6,216	\$155,881
Occupancy	\$66,088	\$19,286	\$2,675	\$17,551	\$0	\$0	\$105,600
Food	\$22,000	\$10,000	\$4,000	\$0	\$0	\$0	\$36,000
Contractual	\$69,183	\$23,741	\$106,856	\$0	\$0	\$0	\$199,780
Travel	\$1,115	\$1,700	\$1,726	\$0	\$0	\$0	\$4,541
Renovation	\$4,000	\$1,000	\$800	\$0	\$0	\$0	\$5,800
Equipment	\$0	\$0	\$0	\$0	\$0	\$45,838	\$45,838
Training	\$15,081	\$15,017	\$3,529	\$0	\$0	\$0	\$33,627
Other	\$74,451	\$28,590	\$6,313	\$9,718	\$0	\$0	\$119,072
Local Match*	\$489,444	\$230,397	\$75,789	\$0	\$0	\$0	\$795,630
Total	\$2,447,218	\$1,186,490	\$378,996	\$97,967	\$11,496	\$77,350	\$4,199,517

Federal Budget Explanation for 2020-2021

Knox County Head Start and our local community benefit from federal funding to support Head Start (HS) preschool services to 181 children and families, Early Head Start (EHS) services for 60 pregnant moms, infants, toddlers and their families, and Early Head Start-Child Care Partnership services to 16 infants and toddlers (6 weeks to 4 years of age) in ODJFS licensed Type B (family child care) homes throughout Knox County. (Funding is based on the 263 available slots; the actual number of children and pregnant moms served in 2019-20 was 334.)

The majority of budgeted funds support salary and fringe costs for direct services, as KCHS works to increase wages and provide full benefits employees and their families. The COVID-19 pandemic impacted the budgets in multiple ways. In 2020-21, KCHS received additional Federal and State funding in support of equipment and supplies for sanitation and safety for children and their families due to the pandemic. This funding also supported two years of summer programming focused on those children who had missed classroom experiences, or had reduced classroom experiences, during the closure from March through May and in 2020-2021 due to reduced classroom sizes. Further, the requirement for non-federal share, or local match, is waived due to the pandemic. KCHS continues to document local match and expects to achieve approximately 60% to 70% of the funds identified on the Local Match Funds row above. KCHS appreciates the generous cash match support from the United Way of Knox County and their donors, and the Ariel Foundation, supporting Head Start, programs the Parent Support Initiative parent education and a pilot literacy program utilizing Imagination Library books to enhance caregivers' support for children's developing literacy, language and healthy relationships.*