Our Mission:
Ohio Heartland CAC Head Start is dedicated to providing income eligible children and families with a quality, comprehensive, developmentally appropriate program that strengthens families and promotes self-sufficiency. The program operates according to applicable regulations, utilizing trained staff, volunteers, parents and a combination of organizational and community resources in an equitable and creative manner.

Education Philosophy:
We believe that each child, at his or her own developmental level, should be encouraged for their efforts. We recognize the importance of balanced growth and provide opportunities for mental, physical and social/emotional growth through a variety of creative experiences. We use Creative Curriculum, a research-validated and integrated curricula based on the philosophy that young children learn best by doing. Learning isn’t just repeating what someone else says: it requires active thinking and experimenting to find out how things work and to learn firsthand about the world we live in. Play provides the foundation for the school learning. It is the preparation children need before they comprehend abstract concepts such as letters and numbers. Play enables us to achieve the key goals of our early childhood curriculum. Play is the work of children. - Diane Trister Dodge
Dear Friends,

As the Executive Director of the Ohio Heartland Community Action Commission, the grantee for the Head Start program in Marion, Crawford, Richland and Morrow Counties in North Central Ohio. I am pleased to present the OHCAC annual report for July 1, 2013 to June 30, 2014.

This year, as in past years, our entire program was at full enrollment of 846 children throughout the program year. Unfortunately, our waiting list remained exceptionally high. The need and the interest for Head Start services in our area is certainly apparent and valued.

The Ohio Heartland Community Action Commission Head Start program continues to strive for excellence, combining a committed staff, a supportive administration and a myriad of dedicated community partners working together to assist and support local families and communities. Although the Ohio Heartland Community Action Commission is the local grantee for the Head Start program in Marion, Crawford, Richland and Morrow Counties, much of the success of Head Start is based on its community involvement and local organizational partnerships to provide services and opportunities to over 800 local children and families. The continual cooperation of OHCAC Head Start with local resource providers remains an essential element in the continuing success of our program.

OHCAC Head Start is also privileged to work with 24 school districts in our multi-county service area. Together we join in the quest to prepare Head Start children for their entrance into Kindergarten. This is an ongoing challenge that we relish and we continue to strive to fulfill for the betterment of the Head Start families that we are fortunate to serve.

On February 10, 2014, a Program Instruction from the Administration for Children and Families was issued regarding the restoration of the sequestration and a Cost-Of-Living Adjustment (COLA). The COLA increase that we were able to apply for was 1.3% and also applies to the 2014 – 2015 grant year. The COLA increase was added to all employees’ hourly rate of pay and must also be used to permanently increase the Head Start pay scale by the same percentage.

As a result of the Consolidated Appropriations Act of 2014, the 5.27 percent reduction from sequestration will be restored with our 2014 – 2015 program year. The restoration of the sequestration funds means that we will replace the 64 children that were lost during our current program year. In conclusion, we are proud to have completed a successful Head Start program year and we look forward to the challenge of future successes working with families to strengthen our community. As Executive Director, I know that I speak for the OHCAC Board members and the OHCAC Head Start Policy Council when I say that we welcome the continuing challenge and we believe in Head Start.

Sincerely,

Andrew J. Devany
OHCAC Executive Director
OHCAC Head Start strives to form positive partnerships between staff and families. We have an Open Door Policy and encourage parents to volunteer in the classroom and actively participate in their child’s education. Our program supports the following definition of family (taken from the Boston Children's Museum Exhibit on Family Diversity):

**FAMILIES**

*We may be related by birth or adoption or invitation.*

*We may belong to the same ethnic group or we may be of different ethnic groups.*

*We may look like each other or different from each other.*

*The important thing is we belong to each other.*

*We care for each other.*

*We agree, disagree, love, fight, and work together.*

*We belong to each other.*

In January of 1964, President Lyndon B. Johnson declared The War on Poverty in his State of the Union speech. Shortly thereafter, Sargent Shriver took the lead in assembling a panel of experts to develop a comprehensive child development program that would help communities meet the needs of disadvantaged preschool children.

In the summers of 1965 and 1966, the Office of Economic Opportunity launched an eight-week Project Head Start. In 1969, under the Nixon administration, Head Start was transferred from the Office of Economic Opportunity to the Office of Child Development in the U.S. Department of Health, Education, and Welfare. Dr. Edward Zigler, who had served on the planning committee to launch Project Head Start, was appointed Director of the Office of Child Development. In 1977, under the Carter administration, Head Start began bilingual and bicultural programs in about 21 states. Seven years later, in October 1984, under the Reagan administration, Head Start’s grant budget exceeded $1 billion. In September of 1995, under the Clinton administration, the first Early Head Start grants were given and in October of 1998, Head Start was reauthorized to expand to full-day and full-year services.

Head Start has served over 30 million children since 1965, growing from an eight-week demonstration project to include full day/year services and many program options. Currently, Head Start is administered by the Administration for Children and Families (ACF) in the Department of Health and Human Services. Head Start serves over a million children and their families each year in urban and rural areas in all 50 states, the District of Columbia, Puerto Rico and the U.S. territories, including American Indian, Alaskan Native and Migrant/Seasonal communities. [http://www.acf.hhs.gov/programs/ohs/about/history-of-head-start](http://www.acf.hhs.gov/programs/ohs/about/history-of-head-start)
It is the belief of Ohio Heartland CAC Head Start that the parent is the child’s first teacher. As parents become even more self-sufficient, building on their strengths and abilities, they can teach their children to become self-sufficient, productive, successful adults! We work with the child’s entire family in supporting family goals.

Family Advocates are assigned to each family with a child in a Head Start center. Family Partnership Agreements are completed and goals are set. Throughout the year, our Family Advocates visit the parents in their homes a minimum of three times to bring needed information, resources and to make necessary referrals to help each family meet their goals.

### % Employment Status of Parents

<table>
<thead>
<tr>
<th>Status</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 Parent Home Employed</td>
<td>40</td>
</tr>
<tr>
<td>1 Parent Home Unemployed</td>
<td>30</td>
</tr>
<tr>
<td>Both Parents Unemployed</td>
<td>20</td>
</tr>
<tr>
<td>Single Parent Employed</td>
<td>10</td>
</tr>
<tr>
<td>Single Parent Unemployed</td>
<td>10</td>
</tr>
</tbody>
</table>

### Enrollment by Eligibility

- **Below 100%**: 73%
- **Homeless**: 3%
- **Over Income**: 5%
- **Public Ass’t**: 14%
- **Foster**: 9%

### Family Services

- % of families who received services for:
  - Emergency Crisis (food, clothing or shelter) 31%
  - Housing Assistance 14%
  - Mental Health Services 10%
  - English as a 2nd language training 1%
  - Adult Education (GED) 31%
  - Job Training 9%
  - Substance abuse prevention 0%
  - Substance abuse treatment 1%
  - Child abuse & neglect services 3%
  - Domestic violence services 1%
  - Child support assistance 14%
  - Health education 98%
  - Assistance to families of incarcerated individuals 2%
  - Parenting Education 98%
  - Relationship/Marriage education 1%
  - # of families that received at least one service 98%
The Head Start program depends on many people working together, sharing their talents, knowledge and energy, so that the children can receive the greatest benefits. The more that the child’s family invests in the program, the better our program will be.

Family Advocates meet with the families in their homes and assist them in setting expressed family need goals. They then follow up with these families by providing them information and referrals as needed to help them in accomplishing the goals they have set.

Lead Teachers meet with the child’s family four times each year for two conferences and two home visits. At the first home visit, the Parents set School Readiness Goals for the child. The Lead Teacher communicates these goals to the Family Advocate and together with the parent they work toward the accomplishment of these goals. Parents are provided with a copy of the child’s progress at least twice a year. Parents/Guardians are encouraged to volunteer time in the classrooms as often as possible. We have an open door policy for parents/guardians to come to the classroom at any time.

Family Connection meetings are held monthly. At these meetings, family and staff discuss center and community concerns and suggestions. Four of the Family Connection meetings involve the teaching staff who attend and provide activities for the parent and child to do together using the themes of Science, Math, Literacy, and Health & Safety. At the other meetings presenters discuss topics of interest chosen by the families and a craft or activity is scheduled. Child care is provided and transportation is a possibility. Information about Family Connections will be sent home in the child’s book bag and added to the classroom newsletter.

Policy Council is the advisory board of the Head Start program. Parents, guardians and community volunteers meet monthly to plan for the future of Head Start. Grants are reviewed, decisions are discussed, and workshops are presented. The meetings are held on the second Thursday of each month at the First United Church of Christ, 248 Harding Way West in Galion, Ohio. Child care is provided and transportation is a possibility. We encourage all parents/guardians to attend and become involved with their child’s future.

The Parent Buck System is a program for parents/guardians to earn Parent Bucks by volunteering in the classroom, serving on Policy Council, attending Family Connection meetings, keeping scheduled home visits, reading to their children at home, etc. Parents can redeem Parent Bucks for merchandise in our Parent Stores, trade them for Meijer gift cards, or use them to purchase items at the last Family Connection meeting of the year.
EDUCATION STAFFING
OHCAC Head Start provides 1 lead teacher and 2 associate teachers in 28 classrooms across our four county service area. All supervising managers hold a Bachelor’s or Master’s degree in Early Childhood Education. We also have licensing managers that monitor ODJFS licensing requirements and Step Up to Quality guidelines. All 28 classrooms (9 sites) have achieved a 3 star SUTQ rating. Mentoring managers are available to offer coaching to staff. Twenty two out of twenty eight lead teachers in our program have either a Bachelor’s degree or a Master’s degree in Early Childhood Education. Associate teachers are required to be enrolled in a program leading to a CDA (Child Development Associate) credential within 18 months of employment with the agency. We work closely with the University of Cincinnati online degree program to fulfill this requirement.

Mental Health Services:
OHCAC Head Start contracts with two Mental Health Professionals to provide services that may include classroom observation, individual child observations, assistance with our Individual Intensive Intervention meetings and trainings. The intervention staff oversees and tracks the social emotional screenings completed by the teaching staff. Classroom mental health observations are done two times per program year and are conducted by either the mental health professional or credentialed OHCAC staff.

Intervention Services
OHCAC Head Start Intervention managers provide assistance to staff, families and children who qualify for services. We have Interagency Agreements and MOU's with community agencies and the local school districts. Children can receive the services written into their IEP in their Head Start classroom. We collaborate with county DD programs, Educational Service Programs and school districts that provide these services. Intervention managers attend transition and IEP meetings to ensure children are receiving required services and the least restrictive environment is provided for children. Intervention managers oversee and track the ESI (Early Screening Inventory) process and make referrals as needed.

Health/Nutrition Services:
OHCAC Head Start Health/Nutrition Specialist and Managers are responsible for assuring all health records for children are complete and up to date. They complete vision, hearing, blood pressure, Hemoglobin screenings, and oversee the nutritional needs of the children. The Health staff coordinates with local dentists and clinics in providing dental screenings and services for dental follow-up. They work with the families in developing Health Care Plans, Special Diets and providing information for referrals or follow up.

During the month of August our program held 12 Health Fairs and screened 650 children within our four county service area. At each Health Fair children were given a hearing screening, a vision screening, a developmental screening, a hemoglobin/hematocrit screening and a dental screening, if not previously completed by a local dentist. We also completed a growth assessment by measuring each child’s height and weight.

We purchased a Pronto Non-Invasive Total Hemoglobin machine that allows our staff to measure a child’s hemoglobin level without have to prick their finger. This allowed our hemoglobin/hematocrit percentage to increase to 98% this year.
To build a foundation for comprehensive school readiness and to support the overall development of each child, OHCAC Head Start implements a research based curriculum that is fully aligned to the Head Start Child Development and Early Learning Framework and the Ohio Early Learning and Development Standards. It is linked to ongoing assessment with developmental goals and measurable objectives that promote positive outcomes in Early Childhood Programs serving children 3-5 years old.

The most important goal of our early childhood curriculum, Creative Curriculum, is to help children become enthusiastic learners by encouraging children to be active and creative explorers who are not afraid to try out their ideas and to think their own thoughts. Our goal is to help children become independent, self-confident, inquisitive learners. We are teaching them how to learn, not just in preschool, but all through their lives. We are allowing them to learn at their own pace and in the ways that are best for them. We are giving children good habits and attitudes, particularly a positive sense of themselves, which will make a difference throughout their lives. Supplemental resources used in our classrooms include the Second Step Social Emotional Curriculum and the High Five Mathematize Program.

Teaching Strategies Gold is our assessment tool. The 38 objectives define the skill, knowledge, and behaviors we are helping children acquire in our program. The TSG snapshot report gives us an opportunity to look at our program’s performance levels.

**KRA-L-Fall 2013**

*Kindergarten Readiness Assessment in Literacy*

- **Intense Intervention**
  - Scored 0-13
  - 27.00%

- **Targeted Intervention**
  - Scored 14-23
  - 48.00%

- **Enriched Instruction**
  - Scored 24-29
  - 25.00%
The Classroom Assessment Scoring System is an observation instrument developed to assess classroom quality in preschool through third-grade classrooms. The CLASS dimensions are based on developmental theory and research suggesting that interactions between students and adults are the primary mechanism of student development and learning (Greenberg, Domitrovich, & Bumbarger, 2001; Hamre & Pianta, 2007; Morrison & Connor, 2002; Pianta, 2006; Rutter & Maughan, 2002). The CLASS is also the tool used by the Office of Head Start for the Federal review team during classroom reviews.
# 2013-14 Teaching Strategies Gold Assessment Areas of Learning

<table>
<thead>
<tr>
<th>Area</th>
<th>Below</th>
<th>Meeting/Exceeding</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Language</strong></td>
<td>12%</td>
<td>88%</td>
</tr>
<tr>
<td><strong>Cognitive</strong></td>
<td>8%</td>
<td>92%</td>
</tr>
<tr>
<td><strong>Literacy</strong></td>
<td>6%</td>
<td>94%</td>
</tr>
<tr>
<td><strong>Social Emotional</strong></td>
<td>9%</td>
<td>91%</td>
</tr>
<tr>
<td><strong>Physical-Gross Motor</strong></td>
<td>10%</td>
<td>90%</td>
</tr>
<tr>
<td><strong>Physical-Fine Motor</strong></td>
<td>8%</td>
<td>92%</td>
</tr>
<tr>
<td><strong>Mathematics</strong></td>
<td>13%</td>
<td>87%</td>
</tr>
</tbody>
</table>
Ohio Heartland CAC

School Readiness Goals

CHILDREN WILL....

- Explore books & their characteristics.
- Name Letters & Sounds
- Use & understand language, while taking turns in conversation.

Language & Literacy

Physical Development

- Practice safe & healthy habits.
- Demonstrate large & small muscle control.

Social Emotional

- Engage in positive relationships & interactions.
- Develop self-awareness & autonomy.
- Follow rules & routine.

Cognitive

- Use observation to demonstrate & make sense of surroundings.
- Demonstrate problem solving skills.

Approaches to Learning

- Show persistence in beginning & finishing activities.
- Show interest in group activities.
- Use music, creative movement & drama.
Ohio Heartland Head Start is focused on early detection of health problems by carefully addressing the needs of each enrolled child. Every child receives a physical examination, completed by a qualified medical provider which includes immunizations. Hearing and vision screening is completed by qualified OHCAC staff. A dental examination, including cleaning and fluoride treatment is performed on enrolled Head Start children to prevent decay and identify dental carries so that treatment can be done. It is our goal to help link children and families to an ongoing source of health and dental care. Statistics show that a healthy child is more successful in school.

**Health Services**

- 99% of children up-to-date on a schedule of age appropriate preventive and primary health care according to the State’s EPSDT schedule.
- 60 children were diagnosed with a chronic condition needing medical treatment.
- 97% (58) of those children received or are receiving medical treatment.
- 99.7% (994) children are up-to-date with immunizations or received all possible to date.
- 98% of the children completed a professional dental exam.
- 74% of children are receiving or have received treatment for dental needs.

**Special Need Services**

- 163 children have an IEP
  - Orthopedic Impairment - 3
  - Speech - 77
  - Autism - 2
  - Non-categorical/developmental delay - 81
  - Multiple disabilities - 1
- 658 newly enrolled children since last program year received a DECA screening within the 45 days.
- We are required by the office of Head Start to provide comprehensive services to at least 10% of our total funded enrollment to children with disabilities. OHCAC served 17% during the 2013-14 program year.
# OHIO HEARTLAND COMMUNITY ACTION COMMISSION COMBINED

## Statement of Activities

FOR THE YEAR ENDED SEPTEMBER 30, 2013

### CHANGES IN UNRESTRICTED NET ASSETS

#### Revenues:
- **Grants & reimbursement contracts**: $10,058,284
- **Interest income**: 4,299
- **Program income**: 254,676
  - Total unrestricted revenues and other support: 10,317,259

#### Expenses:
- **Children's Programs**: 6,053,187
- **Housing and Energy Assistance**: 2,373,123
- **Community Services**: 496,659
- **Senior Services**: 187,327
- **Corporate**: 79,675
- **Harding Way Properties**: 11,490
- **Combining Statement Eliminations**: (21,264)
  - Total program expenses: 9,180,197
  - **General & Administrative**: 1,002,345
  - **Total expenses**: 10,182,542

### Increase in unrestricted net assets

- $134,717

### Unrestricted net assets:
- **October 1, 2012**: 1,766,917
- **September 30, 2013**: $1,901,634
FOR THE YEAR ENDED SEPTEMBER 30, 2013

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

1. I have issued an unqualified opinion on the financial statements of Ohio Heartland Community Action Commission and Affiliate.

2. The audit did not disclose any internal control related reportable conditions.

3. The audit did not disclose any instances of noncompliance which were material to the financial statements.

4. There were no reportable conditions in internal controls over major programs.

5. I have issued an unqualified opinion on compliance for major programs.

6. The audit did not disclose any findings relative to the major federal awards programs.

7. The major programs selected for compliance testing included:
   Head Start, CFDA 93.600  Pathways to Responsible Fatherhood, CFDA#93.086

8. The dollar threshold used to distinguish the Type A program was $300,000.

9. The auditee did qualify as a low risk auditee.

A. FINDINGS RELATED TO THE FINANCIAL STATEMENTS IN ACCORDANCE WITH GENERALLY ACCEPTED GOVERNMENTAL

   None noted in current year.

FINDINGS AND QUESTIONED COSTS RELATED TO FEDERAL AWARDS
none noted in current Year.