



York County

**Head Start**

Programs of York County Community Action Corporation

# ANNUAL REPORT

**2023-2024**

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# A Message from the Director



Dear Friends,

The YCCAC Head Start Program, with a proud history of 58 years, is pleased to share with you its 2023-24 Annual Report. For nearly six decades, we have been providing comprehensive services to the families of York County, a legacy we are committed to continue.

Our Annual Report is an opportunity to share program highlights, activities, and support we provide to the children and families in our program.

I am thrilled to share that the Office of Head Start approved our Change in Scope Application in November 2023. This change has allowed us to rebuild and reimagine our program, ensuring the best possible support for our classrooms' success.

The new structure includes an Early Head Start Education Manager, a full-time Child Behavior Specialist who is a Licensed Clinical Social Worker, and a full-time Special Education Teacher.

We decreased classroom size for Head Start Preschool (HSP) to 15 students, added an additional Early Head Start (EHS) classroom, and permanently increased staff wages. These changes are already showing positive results and we are excited about the future.

The changes to our education structure have enabled us to provide targeted support to children, families, and staff, addressing the high needs in the classrooms. Our Child Outcomes, School Readiness Outcomes, and the successful implementation of Conscious Discipline, a social-emotional learning program, all reflect the significant and positive impact of our Change in Scope.

I would like to take a moment to express my heartfelt gratitude to our families for entrusting us with your children, my exceptional staff for their unwavering commitment to providing high-quality services to the children and families of York County, and the Board of Directors and Policy Council Members for their invaluable support and guidance. Your contributions are the cornerstone of our success!

**Cecily Silva**

*Director of York County Head Start*



# About York County Community Action Corporation (YCCAC)

*Stronger communities, one neighbor at a time.*



Head Start programs are part of the York County Community Action Corporation (YCCAC), a private nonprofit organization governed by a Board of Directors made up of business owners, public officials, and private citizens. YCCAC was incorporated in 1965 in response to the Economic Opportunity Act of 1964.

***The mission of York County Community Action Corporation is to alleviate the effects of poverty, attack its underlying causes, and to promote the dignity and self-sufficiency of the people of York County, Maine.***



## YCCAC Services:

- Home Ownership & Repair
- Heat, Energy, & Fuel
- Economic Opportunity
- WIC (Women, Infants, and Children)
- Head Start
- Whole Family Coaching
- First 4 ME
- Transportation
- Nason Health Care

York County  
**COMMUNITY  
 ACTION**  
 Corporation

# About York County Head Start

York County Community Action Corporation through its Early Head Start (EHS) and Head Start Preschool (HSP) programs has been providing high-quality early childhood care and education to children 6 weeks to 5 years across York County for almost 60 years.

We believe that families are the child's first and most important teacher and we encourage each family to participate in all aspects of the program.

Hence, our Mission:

***We partner with families of young children, helping them achieve their self-identified family goals with a focus on their child's health, education and well-being.***



## Our Strategic Priorities:

- Hire and retain highly qualified personnel in all positions
- Provide opportunities for children to grow and learn so they are school ready
- Adapt to meet the needs of families, employees and the community at-large
- Be prudent yet forward-thinking to ensure our long-term financial stability and viability

## 2023-2024 Policy Council Members:

### Community Members:

Jane McCabe (Board Liaison)  
Shannon Briggs  
Melissa Camire  
Lynne Greenwood

### Parents:

Kerry Horigan  
Mariah Labreck  
George Labreck  
Meghan Stephens  
Brittaney Gallipeau  
Marcia Zarecki  
Heather Drake

Amauri Boyd  
Danielle Henchey  
Stephanie Bogan  
Marissa Bacon  
Kaily George  
Sara McCorrison  
Teague (Jacqueline) Cotton





# Community Needs

In a 2022 Community Needs Assessment, YCCAC identified **lack of affordable housing and childcare, cost of living, access to reliable transportation, and access to healthcare** as the areas of greatest concern with regard to the continued health and safety, financial stability and overall well-being of low-income and at-risk individuals and families throughout York County.

In a 2024 Maine Shared Community Health Needs Assessment (Maine Shared CHNA)\*, the same needs - transportation, cost of living, childcare, housing, and healthcare - remained top community needs.

## Meeting Our Families' Needs:

In Program Year (PY) 2023-24, our Family Liaisons worked with the families of the enrolled children to identify their needs and goals beyond their children's school readiness goals. As a result:

- **100%** of families accessed at least one available resource
- **100%** of families received education on preventative medical and oral health.
- Over **50%** of families in the Early Head Start program received housing assistance
- **75%** of families in the Early Head Start and **29%** of families in the Head Start Preschool programs were connected with Emergency/Crisis Intervention Services
- The utilization of SNAP benefits grew on average of 15% for both Early Head Start families (to 96%) and Head Start Preschool families (to **74%**)



Our Family Liaisons support the transition of children from Early Head Start to Head Start Preschool and Kindergarten, connecting families to mental health services, English-as-a-Second-Language programs, asset-building resources, and job training—all while staying attuned to the community and each family socioeconomic needs.

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\*Maine Shared Community Health Needs Assessment (Maine Shared CHNA) is the outcome of a collaborative partnership of Maine CDC and the biggest hospital systems shared results of their most recent findings in York County. [Click to learn more](#)



# Financials

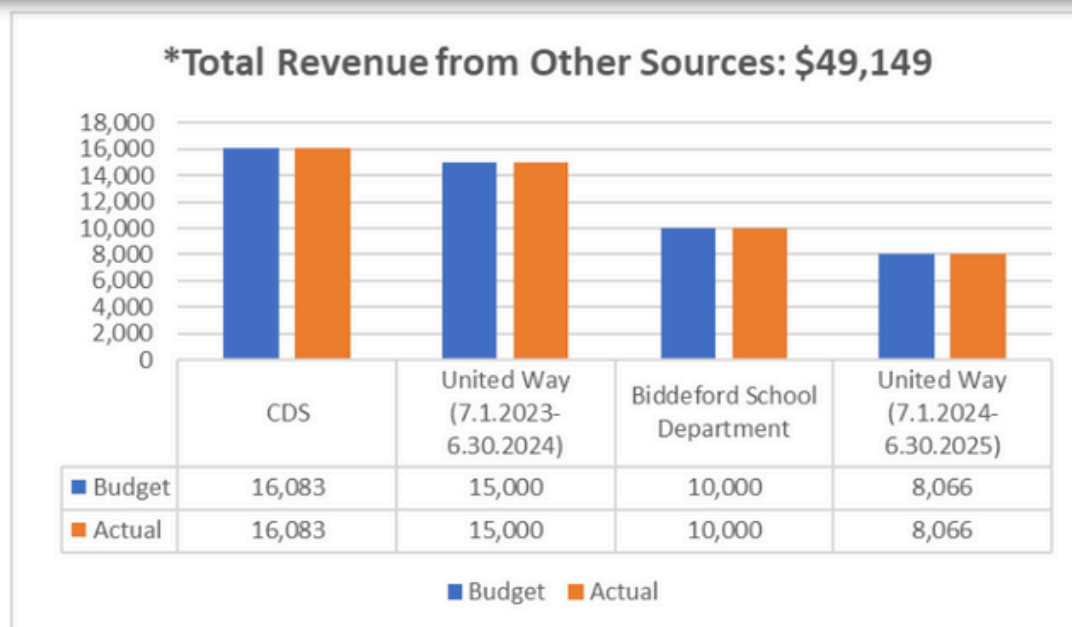
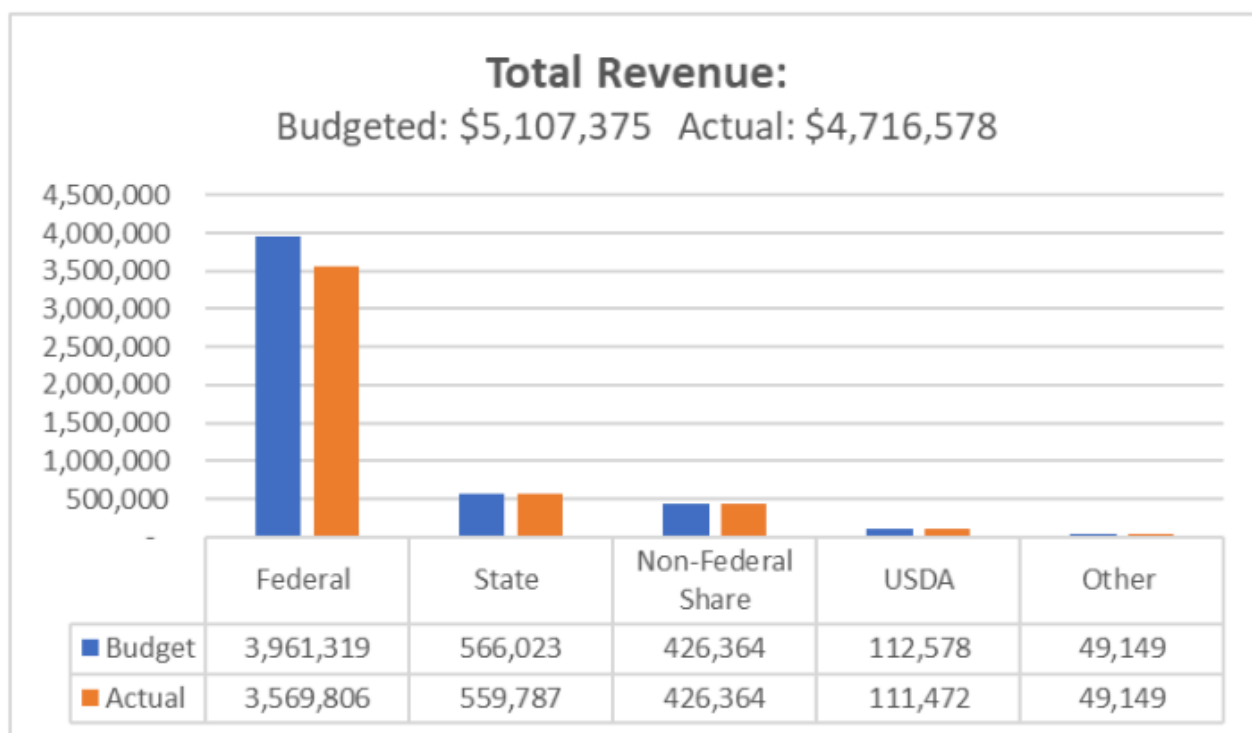
## Total Amount of Public and Private Funds Received:

In PY 2023-24, we budgeted \$5,107,375 revenue. However, due to a number of factors, total revenue was \$4,716,578.

Factors that impacted total revenue include:

- 4 classrooms closed throughout the year due to staffing
- In-Kind waiver in place
- USDA revenue collected due to the closed classrooms

Overall, expenditures were below budget due to closed classrooms and staff vacancies.



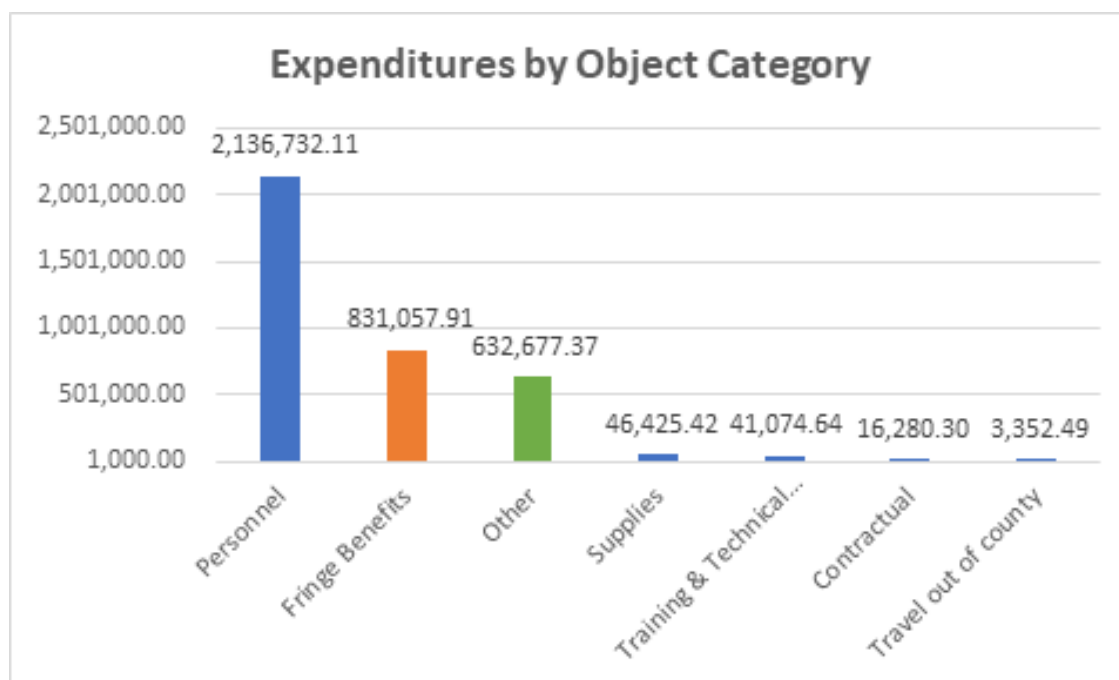
## In-Kind

- EHS goals: \$1,630/month; \$485,707/annual goal
- HSP goals: \$4,257/month; \$469,390/annual goal

None of the classrooms met their monthly goals throughout the year, which resulted in a request for a waiver for the amount of \$550,897:

- EHS: \$226,194
- HSP: \$324,703

## Explanation of Budgetary Expenditures and Proposed Budget for the Fiscal Year 2023-24:



During PY 2023-24, we had no expenses related to equipment purchases or construction activities.

The subtotal direct cost is \$3,707,600 (represented in the graph above) supplemented by \$473,957 in indirect costs. With a non-federal share of \$426,364 and a contribution of \$111,472 from the USDA, the total expenditures amount to \$3,643,721.

## Results of the Most Recent Review by the Secretary and the Financial Audit:

The most recent independent consolidated auditors' report conducted by One River CPAs from Bath, ME for fiscal years ending October 31, 2022 and October 31, 2023 approved our financials.







# Enrollment

**TOTAL NUMBER OF  
CHILDREN SERVED:**

**161**

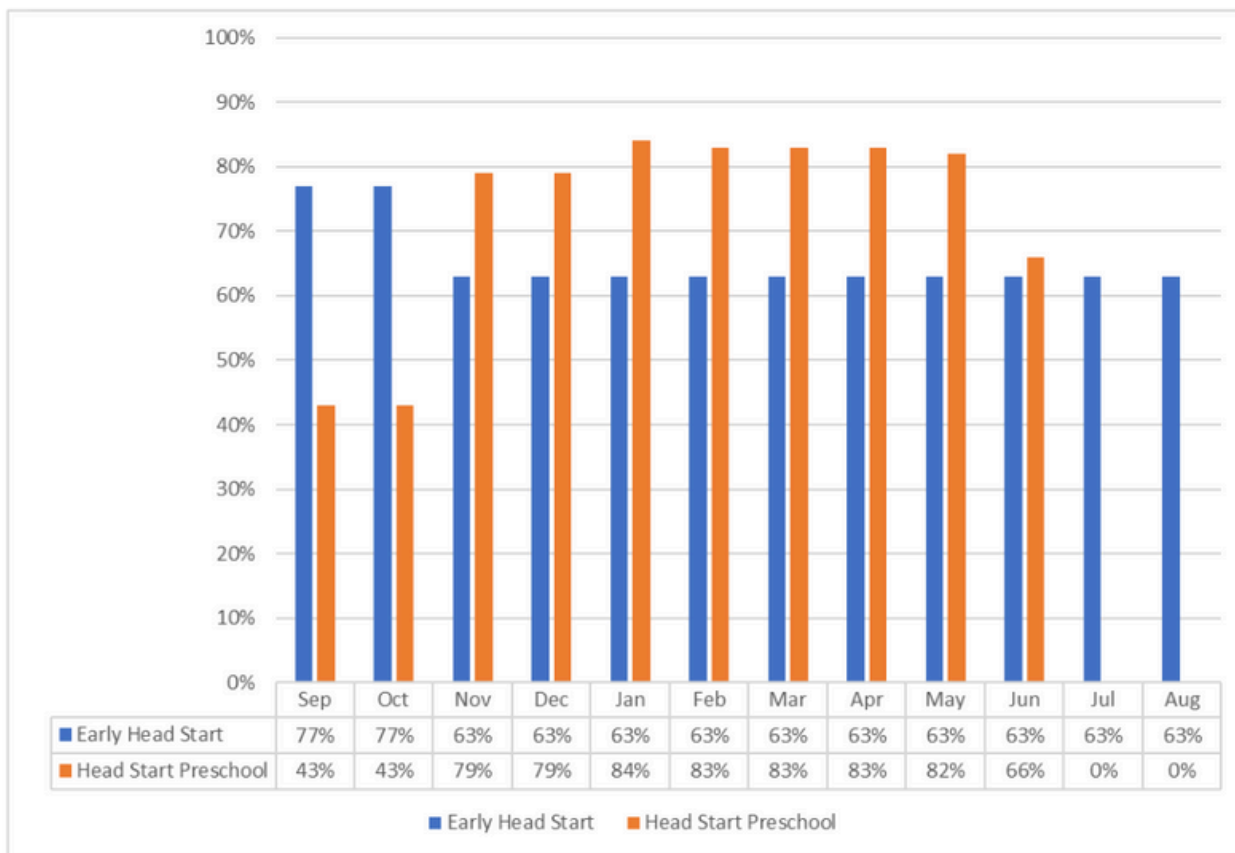
**TOTAL NUMBER OF  
FAMILIES SERVED:**

**145**

## Cumulative Enrollment:

- Early Head Start: 66 (funded 64)
- Head Start Preschool: 95 (funded 90)

## Average Monthly Enrollment as a Percentage of Funded Enrollment



**98%** of the children served were eligible with **1.25%** (2 children) being between 100% and 130% of the federal poverty line and one child in EHS was over income.







# Demographics

## Age:



**21**

Under 1 year



**25**

1 year old



**30**

2 year old



**54**

3 year old



**31**

4 year old

## Race:

	EHS	HSP
Black	14 (21%)	18 (19%)
White	48* (73%)	67** (70%)
Two or more races	4* (6%)	9** (9%)

\* EHS: 4 children were identified as Hispanic or Latino origin

\*\* HSP: 7 children were identified as Hispanic or Latino origin and for 1 child, the parents did not disclose their race

**OVER 50% OF THE FAMILIES  
WERE SINGLE-PARENT FAMILIES.**

**MAJORITY OF THEM WERE  
MOTHER-ONLY HOUSEHOLDS.**

**56 (34%)** Total number of  
enrolled children who  
experienced homelessness  
during the year.

## Total Dual-Language Learners:

**36 (22%)**

## Primary language spoken at home (based on #of children):

- Arabic - 4
- English - 125
- French - 10
- Haitian-Creole - 6
- Lingala - 5
- Pashto - 1
- Portuguese - 9
- Spanish - 1

**Disclaimer:** Percentages of different races, DLL, and homeless are calculated based on cumulative enrollment of 66 for EHS and 95 for HSP







York County Head Start Annual Report  
23  
24  
Kindness  
perpower  
HUMAN  
BODY

**Daily Commitments**

When going to use my **Watching Eyes** camera

When going to use my **Safe Hands** locking

When going to use my **Safe Body** posing

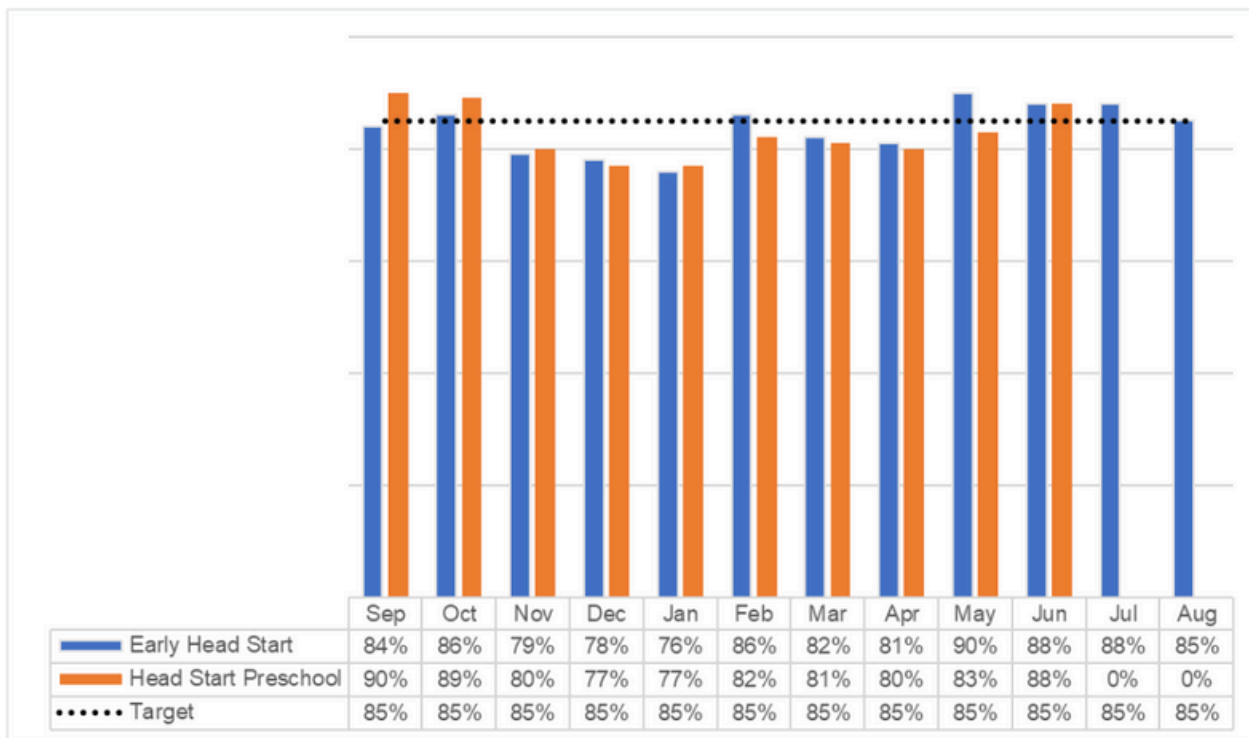
When going to use my **Listening Ears** listening



# Attendance

Based on HSPPS, a Program must maintain an 85% monthly attendance:

## Average Monthly Attendance as a Percentage of Funded Enrollement



Many of the children were chronically absent, with a total of 128 (80%) children out of the 161 cumulatively enrolled:

- **50** of the Early Head Start students (76% of the cumulative enrollment of 66), of which 27 remained enrolled until the end of the their enrollment period;
- **78** of the Head Start Preschool (82% of the cumulative enrollment of 95) of which 58 remained enrolled until the end of the enrollment period.

Family service staff worked with the families to set up attendance plans and monitored them closely. These plans were intended to support children in reaching their school readiness goals.

Reasons for absences:

- **Temporary family situation**, which included home emergencies;
- **No transportation**;
- **Vacation/family time**;
- **Illness and injury**;
- **No call** in the first hour of the classroom opening.







In PY 2023-24, we continued partnering with Nasson Health Care, a division of York County Community Action Corporation and Federally Qualified Health Center, to provide dental checkups and give access to ongoing dental care for more families.

A total of 28 children (17%) had Nasson Health Care as their dental home:

- **9 (13%)** EHS children
- **19 (20%)** HSP children

	EHS	HSP
<b>MEDICAL:</b> Number of children with an ongoing source of continuous, accessible health care provided by a health care professional that maintains the child's ongoing health record and is not primarily a source of emergency or urgent care.	<b>66</b> <b>(100%)</b>	<b>95</b> <b>(100%)</b>
Number of children who were up to date on a schedule of age-appropriate preventive and primary health care, according to the relevant state's EPSDT schedule for well childcare.	<b>33</b> <b>(50%)</b>	<b>87</b> <b>(92%)</b>
Number of children who have been determined by a health care professional to be up to date on all immunizations appropriate for their age.	<b>56</b> <b>(85%)</b>	<b>93</b> <b>(98%)</b>
<b>ORAL HEALTH:</b> Number of children with continuous, accessible oral care provided by an oral health care professional which includes access to oral health preventive care and oral treatment.	<b>28</b> <b>(42%)</b>	<b>72</b> <b>(76%)</b>
Number of all children who have completed a professional oral examination during the program year.	<b>20</b> <b>(30%)</b>	<b>58</b> <b>(61%)</b>







# Nutrition

We utilize a diverse range of strategies to ensure that the children in our program grow healthy and build life-long healthy eating habits. Our Family Liaisons connected all eligible families with WIC and SNAP services and community partners. The Sanford Backpack delivered weekly seasonal fresh produce to our Sanford Center.

With enrollment fluctuating throughout the program year, below is the average number\* of children with a total of 126 out of 161 cumulatively enrolled children who received WIC:

- **55 (83%)** of the 66 EHS children
- **71 (75%)** of the 95 HSP children

\*The average number is calculated based on # of families at enrollment and # of families at end of enrollment.

We remained compliant with the CACFP program requirements for age-appropriate portion sizes and increased dietary-quality of the served meals.

## Total Meals Served: **22,600\*\***

Teachers and students adopt Family-style Meals where they eat together during breakfast and lunch and have age-appropriate conversations with the goal of highlighting the importance of mealtimes as a social experience and time for family bonding.



Choosy, the mascot for the “**I am moving/ I am learning**” (IMIL) program, visited our classrooms on multiple occasions. IMIL is designed to increase daily moderate-to vigorous physical activity, improve the quality of movement activities, and promote healthy food choices among preschool children.

\*\* This number does not include the number of meals served in the Head Start Preschool classroom located at the Biddeford Pre-K and Kindergarten school with which we have a contract and the school provides the meals.







# Education

Our School Readiness approach ensures children, families, and schools are prepared for kindergarten. We value diversity and support each child's unique development.

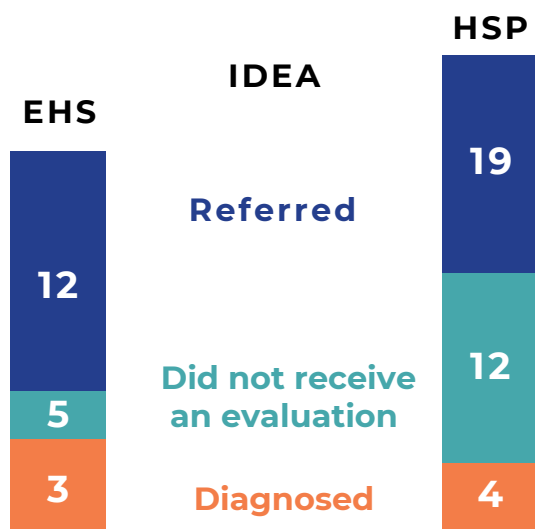
Our curriculum, guided by **Teaching Strategies: The Creative Curriculum**, aligns with Maine's Early Learning Development Standards and Head Start Early Learning Outcomes Framework.

## Behavioral and Developmental Screenings

Newly enrolled students who completed required screenings within 45 days for developmental, sensory (vision and hearing), health, and behavioral concerns:

- EHS: **92%** (34 out of 37)
- HSP: **84%** (58 out of 69)

## Disabilities



- **Referred**: the number of children referred for evaluations;
- **Did not receive an evaluation**: out of the total number of children referred for evaluations, the number of children who were not evaluated;
- **Diagnosed**: out of the number of children who received evaluations, the number of children who were diagnosed



**IFSP - 21 (32%)** of the 66 cumulative EHS enrollment



**IEP - 26 (27%)** of the 95 cumulative HSP enrollment



# Education

## Early Head Start

### Educational Outcomes

On average, 85% of all Early Head Start children were meeting or exceeding expectations in all areas of development, with most noticeable continuous growth in Literacy and Math.

- **Conscious Discipline Fidelity Tool** measured moderate to strong implementation in all 7 skills (Composure, Assertiveness, Encouragement, Choice, Empathy, Positive Intent, and Consequences), with 4 of them scoring the highest 4 points (Composure, Empathy, Positive Intent, and Consequences).
- We reached **94.2%** overall **Creative Curriculum Fidelity** score.



### School Readiness Goals



92% of Early Head Start children are meeting or exceeding expectations in all areas of School Readiness Goals.

EHS classrooms use the The Quality of Care for Infants and Toddlers (QCIT) tool to measure the quality of interactions between infants and toddlers (from birth to 36 months) and their caregivers. Scoring baseline is on a 5 point scale that goes up to 7 points. The three areas that QCIT measures are the highest include:

- Social-Emotional Development (5.24)
- Cognitive Development (4.96)
- Language Development (5.62).

## Head Start Preschool

### Educational Outcomes

On average, 89% of Head Start Preschool children were meeting or exceeding expectations in all areas of development, with significant gains in the areas of Literacy and Cognitive Development.



- The **Conscious Discipline Fidelity Tool** measured moderate to strong implementation in all 7 skills - Composure, Choice, Empathy, Positive Intent, Assertiveness, Encouragement, and Consequences - with Consequences scoring the highest (3.8 out of 4).
- We reached 96.4% overall **Creative Curriculum Fidelity** score.

### School Readiness Goals

89% of Head Start Preschool children are meeting or exceeding expectations in all areas of School Readiness Goals.

The Classroom Assessment Scoring System (CLASS®) scores comparison:

- Classroom Organization (CO): York County HSP 5.29 vs national average 5.78;
- Instructional Support (IS): York County HSP 2.42 vs national average 2.94;
- Emotional support (ES): York County HSP 6.1 vs. national average: 6.03.



**29** children were projected to enter Kindergarten in the fall of 2024







# Family Services

Family engagement is the backbone of our program. The success of our program comes from our commitment to building partnerships with parents and guardians, and their commitment to actively support their child(ren)'s learning.

During PY 2023-24, we continued utilizing *Learning Genie* mobile app to connect with parents – from daily classroom updates to announcements about family events and school closures due to weather. The app was an essential tool, helping us to connect with families with low or no English proficiency since it allows English to their native language translation.

Teachers used Learning Genie to send immediate updates to the parents on the daily routines and classroom activities their children were involved in. We continue to use the app for the At-Home In-Kind Activity Tracking Tool.

## Policy Council

Policy Council is a part of our governing body. It is parent-driven and oversees the direction of the program. This includes approving grants, budgets, and policies, as well as supporting recruitment and informing program goals and activities.



**14** Parents

**4** Community Members  
(including 1 past parent)



# Family Services

## Family Linkz (Monthly Parent Meeting)

Parent-focused survey results made the case that parents were aware of the different ways they can engage with the program and provide input in the curriculum planning. Additionally, Family Linkz meetings were a learning opportunity for parents on topics that supported their family goals - from shopping on a budget to State safety regulations for children riding bicycles.



**20** families participated for a total of 15 meetings.

## Classroom Family Engagement Events

Family engagement events are a great opportunity for staff, families, and their children to come together and work on some of their child's educational goals. Some fun activities parents did with their children included making sensory bottles, painting bird houses, and completing an indoor obstacle course together.

**63 (43%)** out of 145 families attended a minimum of 3 family engagement meetings.



## Fatherhood Engagemenet Events



During PY 2023-24, **24 (19%)** males/fathers participated in a family needs assessment, **22 (14%)** identified a goal, **29 (23%)** participated in their child's parent-teacher conference, **1** father sat on Policy Council, and **13 (9%)** fathers received parent education.

We piloted a fathers-only engagement event with a few of the Early Head Start classrooms. 13 fathers showed interest in participation and 4 showed for the first meeting. All fathers received a free book and handout about the importance of fathers reading to their children.







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**Head Start**  
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## **ANNUAL REPORT 2023-24**

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