

Annual Report 2020-2021

So happy to be back with friends!





FROM THE DIRECTOR

2020- 2021 was the school year Head Start of Yamhill County adjusted to the pandemic and got back to the business of what we do best: connecting with kids and families to support their comprehensive growth and well-being. We provided an in-person summer program for preschoolers transitioning to kindergarten, and a 'head start to Head Start' opportunity for young 3-year-olds to get ready for school in the fall. We individualized with each family and staff person to determine the best methods of connecting and learning for their situations, and worked more creatively than ever to make a difference. Some staff continued with virtual classrooms and became experts at teaching children whose lives were safer while learning from their homes. Some families became familiar with all the locations outdoors in their community to connect and rekindle partnerships with their home visitors. Some parents connected once a month for bilingual cooking groups (on Zoom) to learn a new recipe, cook dinner with their family, and meet new friends. Some community partners adopted our safety protocols to get their agencies back 'in person' for service provision. Everyone became experts at what it takes to be healthy, which included lots of outdoor playtime, honing our resiliency skills, and wellness days for staff to gain the confidence, strength, and energy to keep going. And most importantly (for everyone's morale): we started in-person classroom services in November and were able to staff and serve 11 classrooms at each of our centers in the county for the remainder of the school year without one case of COVID as a result of being at Head Start.

It is with pride and anticipation that we present herein the accomplishments of the past year and advance with our plans for the future.

Suey Linzmeier
Executive Director



The Mission of Head Start of Yamhill County

We are committed to being a successful learning community, which includes:

- a partnership with parents and their children;
 - a celebration of diversity;
 - an atmosphere of support, respect, and trust;
- where everyone is safe and experiences a sense of belonging.

About Us

Head Start prepares children and their families for success in school and throughout life.

Head Start of Yamhill County was established as a stand-alone, private, non-profit agency in 1995 and has a long history of successfully providing Head Start services to children and families. We are committed to the idea that parents are children's first and most important teachers. Our program's purpose is to support that primary relationship between parent and child through holistic programming. What we believe, and what families share that they appreciate about our model, is that the focus for getting children *and families* ready for school and life's successes, begins with intensive support to families in their homes.

Healthy child development and support for parents' success is promoted through:

- Preparation for kindergarten
- Home visits, socializations and preschool experiences
- Screenings for early detection of developmental delays and disabilities
- Support for children and families in transitions
- Food experiences and nutritionally-balanced family-style meals
- Support to secure appropriate medical and dental services
- Transportation when possible
- Parent education classes and activities for families
- Opportunities for life-long learning



5 Year Goals 2018-2023

Achieving Early Learning & Developmental Outcomes for Children

Goal #1: The program will develop, in classrooms and at home, an understanding of the importance of balancing nurture and structure to help build resiliency and self-regulation in our participants.

Goal #2: Improved attendance for lifelong success.

Goal #3: To best serve all families, children, and staff, HSYC will create and support a trauma-informed culture in our program and in our community.

Goal #4: HSYC hires and retains individuals who are committed to the true HSYC mission and philosophy and who understand the need to be trauma-informed and relationship-based in an early childhood program.

Our Staff



All preschool classroom assistant teachers hold or are working to achieve a Child Development Associate (CDA) credential or state equivalent, or an Early Childhood Education degree. Each of our teachers holds an Associate's, Bachelor's, or Master's degree in Early Childhood Education. In a community with gaps in culturally appropriate services and bilingual/bicultural service providers, we take pride in the fact that primary languages of staff and participants are closely matched.

The Early Years: *Investing in children from an early age.*

What does it mean for an infant to get “ready for school”?



Babies are born ready to learn. Adults encourage this capacity by providing very young children with the experiences and nurturing relationships they need. This ensures that they will develop the skills that are related to their later success in school and in life. We partner with families to enhance babies’ development through purposeful interactions with their world.

The Early Head Start program focuses on supporting and guiding parent-child relationships in the critical years from zero to three. Each family is served by a Family Educator who supports parents in understanding child development stages and growth, obtaining healthcare and community services when needed, and meeting other families in their community. Expectant families are supported in obtaining prenatal care and education about healthy development.

Most families have a 90-minute visit with their Family Educator each week but some families need and receive more support. These visits focus on family goals, activities and play for learning, health and wellness approaches, and community resources. During typical years, Early Head Start families gather together periodically for Socializations at which the entire family is welcome. Socializations are a way for parents and children to get to know each other and for children to do the important learning that comes from interacting with other children and adults. Socializations during the 2020-2021 school year were suspended due to the pandemic.



3 babies were born into EHS this year!



Inclusive Setting

Head Start of Yamhill County recognizes that children grow and develop rapidly during their early years. Identifying the need for additional supports early on is the best way to ensure future success in school and life. Our staff assist with parent-directed mental health and disability screenings for each child. We focus on the overall development of each child by providing comprehensive services that include access to mental health and disability services. In partnership with families, we provide referrals to Early Intervention/ Early Childhood Special Education for children who might benefit from these services. Each child with a documented disability receives an Individualized Family Service Plan (IFSP). When children enter public school, IFSPs convert to Individualized Education Plans (IEPs). We help with that, too!

Staff mental health professionals and consultants provide support to children, families, and staff in the form of classroom observations, Teacher Child Interaction Training (TCIT), child observations, and reflection with parents and staff. We also work closely with families to help with referrals to partnering mental health professionals so that all members of the family have access to any additional supports they may need.

Children Experiencing Disabilities January 2021

14% - Head Start

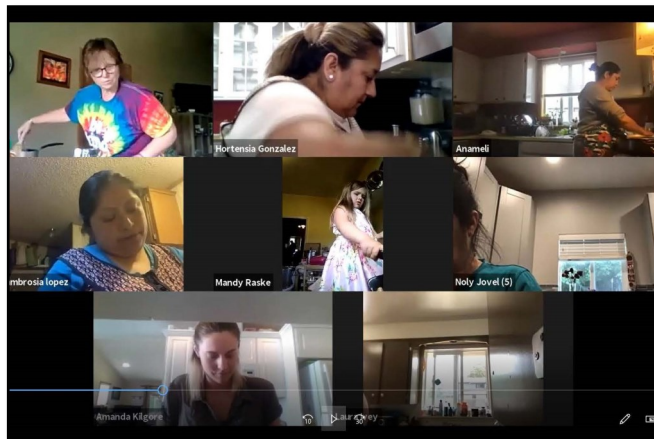
7% - Early Head Start

Year-End

17% - Head Start

11% - Early Head Start

Serving Families



Virtual Cooking Class

Each family participates in a series of home visits throughout the year during which families grow and learn together. Head Start comes alongside each family as they assess their own needs and strengths as a component of our individualized goal-setting process. Home visitors support parents in making progress towards short- and long-term goals and developing (and achieving) their hopes and dreams. Educational home visits focus on learning through play at home to help families meet their children's education goals. Home visits also focus on ensuring the success of transitions between Early Head Start and the preschool program, and from preschool to kindergarten for kids *and* parents! Staff work with the community to support families in obtaining resources and support in times of crisis, which was especially critical during the pandemic.

PARENT GROUPS

The cornerstone of our program is parent involvement and education. Each year we offer a variety of opportunities for families. Groups offered virtually in 2020-2021 included:

- Simple Solutions for Parenting
- Sibling Rivalry
- Healthy Relationships
- Changing Challenging Behaviors
- Managing Stress
- Cooking Classes
- Color & Chat
- Extreme Couponing

Parents are the most important influence on a child's development and parent involvement is an essential part of every Head Start program. Parent involvement means that families take an active role in their children's education and development. Parents may serve as members of Policy Council and parent committees, attend virtual parent meetings, participate in home visits and, during normal times, volunteer in the classroom.

Parent Engagement:

Parents attending HSYC Orientations = 68

Parent volunteer hours = 154

Parents attending parent meetings = 191

Parents attending parenting groups = 156



"When I applied to Head Start for my grandson, I was unsure about our 'fit' and certainly didn't know anything about the extent of kindness and knowledge available. A whole world opened up to him and to our family, which was so needed after this last challenging year!"

Parent Survey 2020-2021

Wellness

Head Start of Yamhill County supports families in establishing and maintaining medical and dental homes. Staff also support families in advocating for their needs and obtaining insurance so once they graduate from our program, they have systems of care that align with their needs. This is to ensure strong, trusting relationships with healthcare providers to support on-going services for the entire family.

Parents are supported in obtaining and maintaining a preventative schedule with their children's medical and dental checkups, and immunizations. Staff provide vision, hearing, and developmental screenings to ensure that children's healthy development and that any concerns are identified and addressed before the child enters kindergarten. The pandemic limited many families' ability to access medical and dental care in a timely manner, and we continue to support 'catching up on' these critical prevention opportunities. In the final months of the program year, during a healthier time in the pandemic, the dental hygienist from Capitol Dental was finally able to visit with children on the playground and through 'drive up' visits for screening and consultation.

Combined program data :

- 59% up-to-date on immunizations
- 60% were up-to-date on well child checks
- 42% completed a dental exam



Transportation

Bus transportation services allow Head Start of Yamhill County to overcome barriers to participation in a rural county. Providing bus transportation has a positive impact on attendance. All our buses complete daily and annual safety inspections and are equipped with 5-point safety harness systems. Head Start buses follow neighborhood-based routes so children and parents can form relationships that are likely to continue through their transition to elementary school. We are working to overcome the effects of Oregon's qualified bus driver shortages so all our classes and centers (one day!) will have transportation. This year we were able to purchase two new buses, hire two new drivers, and train a current Teacher Assistant to drive!



Nutrition

Each child receives at least two nutritional, family-style meals prepared from scratch each day to encourage healthy eating habits. Adults and children sit together and choose their food and serve themselves. We participate in the Child & Adult Care Food Program and individualize meals for children with allergies and special dietary needs. We work closely with the local WIC program to include their foods in our menus, and with the Oregon State University Cooperative Extension on nutrition education and family cooking events. All our chefs are current or past parents. We use local foods whenever possible.



18,425 child meals and snacks served



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To file a program discrimination complaint, a complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form, which can be obtained online, at www.usda.gov/sites/default/files/documents/usda-programdiscrimination-complaint-form.pdf, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by: mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410; or fax: (833) 256-1665 or (202) 690-7442; email: program.intake@usda.gov.

HSYC is an equal opportunity provider.

Kindergarten Ready

Head Start of Yamhill County has formal collaborations with all seven school districts in Yamhill County to prepare and transition children from preschool to kindergarten.

Kindergarten teachers attend school readiness meetings with Head Start staff to ensure successful transitions to the public school setting. They look forward to HSYC children joining their class and being role models of “how” to be a member of a group in a classroom setting. Our model for learning is a natural progression from the home to the classroom. Children are encouraged to learn through play. Curriculum focuses on building social/ emotional skills for making friends, being in a group, and getting their needs met appropriately. Our teaching also focuses on fostering language and literacy both in English and children’s native language, and developing cognitive reasoning. Classroom activities provide opportunities for children to be creative, expressive and curious, and to practice cooperating, being persistent, and being attentive. Children in preschool programs are assessed three times a year to inform instruction and help them begin kindergarten as prepared as possible. HSYC works closely with families, other community organizations and school districts to support HSYC’s children’s successful



transitions once they leave the program. Our goal is successful children and families for life!

This year we started the fall under-enrolled and did not see a significant rise in enrollment until the beginning of spring. Although many of these new children may have joined us with much to learn (not meeting or exceeding Widely Held Expectations (WHE) for the spring checkpoints), they continued learning for the seven weeks following the end of the spring checkpoint period, increasing the likelihood of meeting WHE prior to the end of the 2021 school year.

Percent of 3& 4-year-olds Meeting or Exceeding Widely Held Expectations
Social/ Emotional—85%
Physical—94%
Language—83%
Cognitive—84%
Literacy—79%
Mathematics—79%

Volunteers

Volunteerism is a significant part of the foundation of Head Start’s model. The success of the program depends upon active participation from parents and others in the community. Through the act of volunteering, individuals become acquainted with our Head Start program, witness our strengths and goals, and help staff create opportunities for children to build a foundation of academic and life success. HSYC volunteering also provides valuable work experience for those who are entering or re-entering the workforce. Emergency Child Care guidelines during the pandemic limited the number and type of volunteers who were able to serve in our classrooms in the 2020-2021 school year.



Student Interns from Linfield University were able to gain credits through their service to our program.



Community members donated 630 hours to Head Start of Yamhill County in 2020-2021!

HSYC is a Human Development Organization

Head Start of Yamhill County is set apart from other early care and education programs because ours is a human development organization! In the 2020-2021 school year, 46% of HSYC employees were current or former parents or grandparents in the program. Whether an employee for one year or 30 years, their love of the program, belief in the mission, and gratitude for what HSYC has done for them shines through brightly when they share their experiences. Here are a few of the stories from this year's staff:



Hortensia began as a parent in the program 30 years ago. At the time, she didn't speak English and was new to the country. She began her employment as an aide and gained her education while employed with us, working in a variety of roles to find her niche. She is now a Family Support in our program and excels in helping families to achieve their dreams. She is our primary translator at parenting events and is an accomplished Policy Council recruiter.

Ana began her journey with HSYC 15 years ago. She shares often how HSYC staff supported her when she was a parent in the program, raising four children. Her child's teacher encouraged her to apply for a position and Ana did. With the help of HSYC, she was able to complete her education and support her family. She loves her job! She is gifted at helping families advocate for their children to ensure their success in school and life.



Michele was a young Head Start mom when her son's teacher recognized her potential and planted the seed that she would make a wonderful teacher. Some years later, Michele went back to school and acquired her Associate's in Early Childhood Education and her Bachelor's in Human Services. Michele reminds our home visitors that one little seed planted many years ago changed the entire trajectory of her life... and that their work has that potential and impact every day. Michele is now our Parent Engagement Coordinator and has been with HSYC for 17 years! Her enthusiasm for helping all parents connect and feel a part of HSYC is invaluable.

Martha came to the program as a young mom in 2009 and started her employment with us soon after. She is very proud that she is the first and only member of her family to hold an office job. Martha began as a substitute and is now our Accounting Specialist! Martha's dedication to ensuring ours is an agency of compliance and quality is evident in all her work and interactions. Her abilities and dedication are limitless.



These stories, like each of our parents, are unique. The common thread that weaves throughout all our parents' stories is how HSYC supports and champions their growth as parents and as individuals with encouragement to dream big and keep learning.

In Partnership

Head Start of Yamhill County has a long-standing commitment of working collaboratively with partners in our community who provide services to children and families, prenatally through age 5. As part of this commitment, Head Start's Executive Director and two Board members participate in the Yamhill Early Learning Hub's Early Learning Council.

Members of our staff attend Service Integration Team events throughout the county, and participate with Family CORE, Unidos Bridging Community, the Yamhill Community Care Organization, Yamhill County Public Health, Chemeketa Community College, Mid-Valley Parenting, Willamette Education Service District's Local Interagency Coordinating Council, and other ad hoc meetings and events to ensure the needs of our children and families are addressed and advocated for appropriately.



The following individuals and businesses offered support in the form of in-kind and/ or cash donation of goods and services in 2020-2021:

First Federal Savings & Loan	Physicians Medical Center
McMinnville Kiwanis Foundation	McMinnville Elks Lodge
McMinnville Walmart	Sara & Otis Woodard
Praise Assembly	Yamhill County Cultural Coalition
Jan Stoven	Yamhill United Methodist Church
Tonya Bohm	Lakeshore Learning
Mariah Arendt	DND Enterprises
Tanya Andre	Print NW
Tina Madsen	Yamhill Community Care Org.
Randy Jones	WIC Salud
Diana Anderson	Miller Woods
Steve Dyke	Newberg Public Library
Unitarian Universalist Fellowship of McMinnville	McMinnville Public Library
United Way Mid-Willamette Valley	Sheridan Public Library

IN 2020-2021....

747* children were eligible for **Early Head Start** in Yamhill County

- ♦ **20%** (151) were served by Head Start of Yamhill County

519* children were eligible for **Head Start** in Yamhill County

- ♦ **56%** (291) were served by Head Start of Yamhill County

Cumulative Enrollment

151 in **Early Head Start** (including pregnant women)

291 in **Head Start**

442 children and pregnant women were enrolled

410 families were served

Funded Enrollment

110 in **Early Head Start**

320 in **Head Start**

Our Waitlist

28 for **Early Head Start** in May 2021 (6 eligible by income, 22 over income)

63 for **Head Start** in May 2021 (2 eligible by income, 61 over income)

Foster Care

19 children experiencing foster care were referred to and received services from HSYC.

* *Values based on HSYC 2020-2021 Community Assessment*

Reviews, Audits & Fiscal Responsibilities

Revenue Sources (FY 2021)

Federal

US Dept. HHS, Head Start/EHS	\$2,632,734
US Dept. Agriculture	\$ 53,932
MIECHV	\$ 215,827

State of Oregon

Oregon Pre-K Program	\$2,837,850
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Other Revenue Sources

Contributions	\$ 6,612
Donated Time, Space, Materials	\$ 0
Investment and Other Income	\$ 17,269

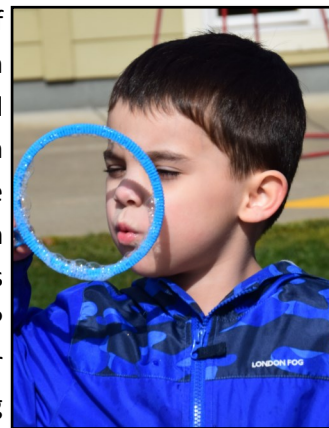
Total Revenue **\$5,764,224**

Expenditures (FY 2021)

Personnel & Fringe	\$4,406,545
Professional Fees	\$ 26,434
Supplies	\$ 283,757
Parent Activities	\$ 19,327
Occupancy	\$ 232,192
Equipment Lease & Maintenance	\$ 14,109
Telephone	\$ 53,689
Printing	\$ 543
Travel & Vehicle Expenses	\$ 73,108
Training & Staff Development	\$ 55,637
Contract services	\$ 57,366
Office expense & Advertising	\$ 23,717
Insurance	\$ 45,430
Licenses, dues, subscriptions	\$ 37,889
Miscellaneous	\$ 12,200
Depreciation	\$ 150,465
Interest expense	\$ 30,001
Equipment	\$ 0

Total Expenditures **\$5,522,409**

The Oregon Department of Education Child Nutrition Programs conducted a Child and Adult Care Food Program Procurement review in June 2021 to assess compliance with federal and state regulations governing the CACFP. ODE CNP received and approved our corrective action plan regarding findings, and we remain in good standing.



There were no findings as a result of the Independent Fiscal Audit. Head Start of Yamhill County remains qualified as a low-risk auditee.

Budget (FY 2022)

Personnel & Fringe	\$ 4,836,959
Professional Fees	\$ 26,500
Supplies	\$ 331,255
Parent Activities	\$ 27,970
Occupancy	\$ 234,125
Equipment Lease & Maintenance	\$ 19,060
Telephone	\$ 40,700
Printing	\$ 1,500
Travel & Vehicle Expenses	\$ 99,070
Training & Staff Development	\$ 72,129
Contract services	\$ 64,591
Office expense	\$ 3,723
Advertising	\$ 2,670
Insurance	\$ 50,331
Licenses, dues, subscriptions	\$ 43,070
Miscellaneous	\$ 8,100
Depreciation	\$ 131,951
Interest expense	\$ 27,528
Equipment	\$ 0
Approved Budget	\$ 6,021,233

Governance

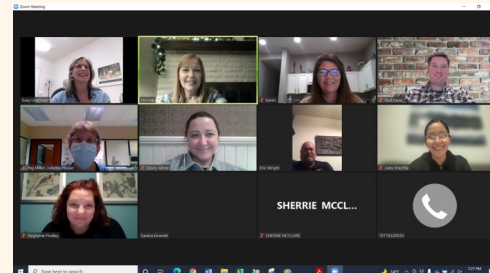
Head Start uses an inclusive governing structure. The Board of Directors includes past parents and representatives from the community. The Policy Council consists of parents whose children are currently enrolled in Head Start and community agency representatives. The Executive Director and leadership staff also participate in governance meetings and events.

The federal government mandates that Head Start be governed through a process of shared governance by both the Board of Directors and the Policy Council. Because of this, it is important to develop relationships and build bridges among all the decision-makers. Communication lines must be open and actively support partnerships among administrators, the Policy Council, and the Board of Directors.

Due to the pandemic, governance meetings during the 2020-2021 school year were held virtually. The commitment and dedication of our governance team never waived and attendance remained strong all school year!

BOARD OF DIRECTORS

2020-2021



Our Board of Directors consists of community members who possess a passion to strengthen the outcomes for Yamhill County's most vulnerable children and families through education.

Margaret Miller, Chair/ Member

Stephanie Findley, Member

Tyler Yeoman-Millette, Vice Chair/ Secretary

Margie Johnson, Member

Debra Hanson, Treasurer

Brad Lunt, Member

Paul Davis, Member/ Chair

Jules Martinez Plancarte, Member

Sandra Emmett, Member

Eric Wright, Member



POLICY COUNCIL

2020-2021 Executive Council

The Policy Council is a group of Head Start and Early Head Start parents elected from each classroom who meet monthly to review, suggest, and approve policies related to governance, finance, staffing, and program activities. They participate in school readiness, health, and planning committees and represent Yamhill County at state conferences.

Kelly Foster, Chair

Whitney Bradley, Vice-Chair

Naomi Harder/ Rachel Shultz, Secretary

Natasha Perez, Treasurer

Big improvements for HSYC Centers

Head Start of Yamhill County owns four centers throughout the county where we provide our children with safe, quality learning environments developed specifically for young children. This year we upgraded our indoor and outdoor spaces to ensure children's health and safety during the pandemic.



Our Michael Eichman Center in McMinnville underwent an extensive renovation of the entire outdoor learning area. A new sandbox, play structure, roof, turf, and rubberized surface updated the feel and accessibility of that outdoor environment. Rain or shine: the outdoor play space is a favorite.

At our Sheridan Center, an outdated play structure was replaced. It was one of three centers where an extra sink was added to the children's handwashing stations in each classroom enabling more children to wash at the same time and to try out the 'sink in the middle'.



All centers received portable outdoor equipment and new manipulatives to extend learning and connect children with open-ended outdoor play, creativity, and exploration regardless of the weather.



Head Start of Yamhill County

Learning centers are located at:

Sheridan

1500 West Main St.
503-843-3525

Newberg

2813 Crestview Dr.
503-487-6936

Dayton

528 Ferry St.
503-864-3222

McMinnville

813 NE Second St.
503-883-0076

Administrative Offices

1006 NE 3rd Street, Suite A, PO Box 1311
McMinnville, OR 97128

Executive Director

extension 312

Assist. Director/ Education Coord.

extension 311

Accounting Specialist

extension 315

Admin. Support Specialist

extension 301

Communications & Volunteer Spec.

extension 306

Early Head Start Coordinator

extension 302

ERSEA Specialist

extension 309

Facilities Supervisor

extension 313

Family & Community Services Coordinator

extension 307

Family Engagement Coordinator

extension 318

Health & Nutrition Coordinator

extension 310

Human Resources Manager Amy Lake/ Crystal Cox/ Froilan Bermudez

extension 303

Instructional Coach

extension 311

Senior Accountant/ Controller

extension 305

Specialized Services Coordinator

extension 314

Teacher Mentor

extension 308

Transportation & Food Svcs. Coordinator

extension 304

Trauma-Informed Specialist

extension 319

Suey Linzmeier

Katie Gardner

Jessica Leathers

Martha Gomez

Michele Bergeron

Yuliana Cisneros

Rafael Salazar

Derrick Ivey

Rony Lucas

Michele Gray

Melissa Ivey

Kathryn Gates

Karen Goelzer

Cheri Meneley

J.J. Jones

Kacee Eltrich

Shellie Reyes

