Capstone Head Start & Early Head Start

ANNUAL REPORT 2025

Program Year Snapshot

WHAT WAS CHALLENGING

- Home visitor wages affected ability to hire staff
- Waitlists at medical and dental providers
- Contradiction of finger printing rules at the State and Federal levels

WHAT WE ACCOMPLISHED

- Improved curriculum fidelity
- Added a nutrition curriculum
- Helped families find permanent housing

Parent Engagement

Our birth to five Head Start/Early Head Start program encourages parent engagement in every aspect of the program. Leadership opportunities are offered through participation on Policy Council and the Capstone Board of Directors.

Family Engagement Activities:

- Dinosaur Scavenger Hunt
- WIC Shopping
- Rock painting
- Fish Derby
- Book fair/literacy event
- Art & sensory projects





Enrollment

We served 18% of the eligible children in our service area this year.

Due to staffing shortages, we were not able to serve all of the children on our waitlist and did not meet enrollment expectations.

Early Head Start (birth to 3 years)
164 children
143 families
Average enrollment at 93%
Current medical exams 68%
Current dental exams 14%

Head Start (3-5 years)
115 children
103 families
Average enrollment at 95%
Current medical exams 72%
Current dental exams 50%

***Early Head Start children generally receive dental screenings as opposed to exams. These are provided by both family dentists and our Tooth Tutors, who are certified dental hygienists.*

Ready for Kindergarten

At Capstone Head Start we believe that school readiness means children are ready for school, families are engaged in supporting their child's development and wellbeing, and receiving schools are ready for children. The Capstone Head Start Readiness Goals serve as a guide for staff and families, while preparing young children, birth to five years, for school.

We recognize both facilitated and child-initiated play as the primary mode of learning for young children. We acknowledge parents are the primary teachers of their children and plan activities with them to provide appropriate learning experiences, which parent and child can do together.

School Readiness Goals 2024-2025

The five developmental areas for school readiness are:

- Social Emotional
- Physical Development and Health
- Approaches to Learning
- Language and Literacy
- Cognition

The School Readiness Plan was created in June 2021 by the education manager and is reviewed annually by Policy Council.

The school readiness goals are aligned with the domain indicators for:

- *Teaching Strategies Gold*
- *The Ounce Scale lessons*
- *The Head Start Early Learning Outcomes Framework (ELOF)*
- *Vermont Early Learning Standards (VELS)*
- *Parents as Teachers (PAT) curriculum and Milestones for School Readiness*

These alignments create a culture of educators, caregivers, and families that work together to prepare children for school. School readiness is a priority throughout each child's participation in our program. *Capstone Head Start's School Readiness Plan is available upon request.*

Program Review Results

Financial and Compliance Audits (Federal Uniform Administrative Requirements) are conducted annually by the certified public accounting firm of Leone, McDonnell & Roberts. The results of the most recent audit, for FY2025, found that financial statements were presented fairly and identified no significant material weakness or non-compliance. Three instances of non-compliance were found in the Major Federal Award Programs audit. These instances of non-compliance were not related to the Head Start Program.

Capstone Head Start participated in the FA2 performance review in Spring 2023. This resulted in two findings: One teacher in a partnership programs was found to need additional credentialing. Instances were found of applications indicating a phone interview when it had actually been done in person.

Financials

Head Start Funding Sources

$	6,403,752	US Dept of Health and Human Services
	745,087	State of Vermont DCF/CACFP
	117,296	State of Vermont Act 166
	109,654	USDA Nutrition Program/CACFP
	24,112	Other
$	7,399,901	

Statement of Expenditures

Expenditures	*Budget*	*Actual*
Personnel	$ 3,116,502	$ 3,272,479
Fringe	1,040,385	1,049,345
Travel	5,286	13,422
Contractual	111,230	61,317
Supplies	115,716	63,061
Other	1,899,275	1,818,520
Indirect	997,281	1,047,194
Total	**$ 7,285,675**	**$ 7,325,338**