



# **BRADFORD-TIOGA HEAD START, INC.**

**2023 ANNUAL REPORT**



# A Message from the Director

On behalf of our children, families, staff, and Board of Directors, I would like to thank you for your continued support in our mission to empower children and families to become independent and successful within their communities. Your contributions allow us to provide high quality services to support our mission.

For over forty years, our program has served thousands of children and families who have gone on to become leaders within their local communities in which they reside. I am inspired by our staff who truly are the backbone of the program. Their dedication and overwhelming commitment to the children and families provide the road map to success in life. The extraordinary dedication and generosity of our Board of Directors, Donors, Volunteers, and Staff have created an organization that is successful in providing high-quality programming.

*Wendy D. Swingle*

**Wendy Swingle**

*Executive Director*



# BOARD OF DIRECTORS

The Board of Directors have a legal and fiscal responsibility to administer and oversee Bradford-Tioga Head Start Inc. The governing body is composed of members with areas of expertise in fiscal management, early childhood education, business administration and community affairs, a licensed attorney, and a past/present parent.



Sam Rotella, Jr. (Chair)



Ron Gilbert



Pamela (PJ) Barnes



Brooks Eldredge-Martin



Gene Yajko



Keren Clark (Vice Chair)



Nancy Stamilio



Henry Dunn



Florence (Flori) Prough

# POLICY COUNCIL

The Policy Council Committee is made up of parents and community members who help lead and make decisions about our program. Policy Council members are elected by parents of enrolled children in the program. Policy Council meets regularly as a group and members serve for one year at a time, up to five years. They work closely with the program's management team and governing body to provide overall guidance and direction for the program.



Back Row - Left to Right: Angela Manookian (Chair), Crystal Barnard, Ryan Smith, Chris Walters, Shawna Cook (Secretary), Christy Harding, Ashley Faber, Jacob Hallead. Front Row - Left to Right: Mary Smothers (Alt. Secretary), Felicia Myers, Michelle Dembs (Vice Chair), Leslie Camp, Tiffany Levindoski, Sarah Getgen, David Bellomo.

Not Pictured: Taylor Lefever, Tarcy Sweely, Danielle Gansel, Nika Grippo, Shania Bailey, Katilin Prysak, Theo Deitman.

# Bradford-Tioga Head Start, Inc. Employees



## 5 YEARS OF SERVICE



**Kim Houser  
and  
Rachel Larick**

## 10 YEARS OF SERVICE



**Jody Tice and  
Marjorie  
Lockwood**

## 15 YEARS OF SERVICE



**Jen Munyon,  
Traci Leiser,  
and Casey  
Williams**

## 20 YEARS OF SERVICE



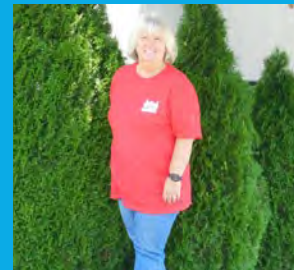
**Nancy Souder  
and Meg Larson**

## 25 YEARS OF SERVICE



**Wendy Swingle**

## 35 YEARS OF SERVICE



**Deb Hickok**

***Average number of employees - 101  
YTD Staff Turnover - 1.69%***

# ELIGIBILITY STATISTICS

## EARLY HEAD START

**26%**  
Low Income

**3%**  
Over  
Income

**4%**  
Foster  
Care



**30%**  
Homeless

**4%**  
100-130%



**33%**  
TANF, SSI, SNAP



## HEAD START

**26%**  
Low Income

**9%**  
Over Income

**4%**  
Foster  
Care



**6%**  
100-130%

**19%**  
Homeless

**36%**  
TANF, SSI, SNAP

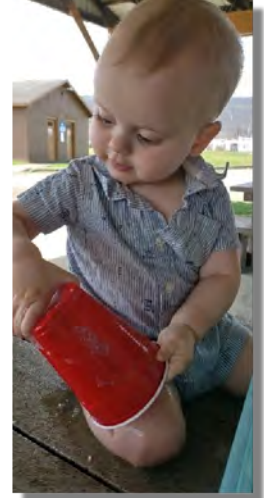
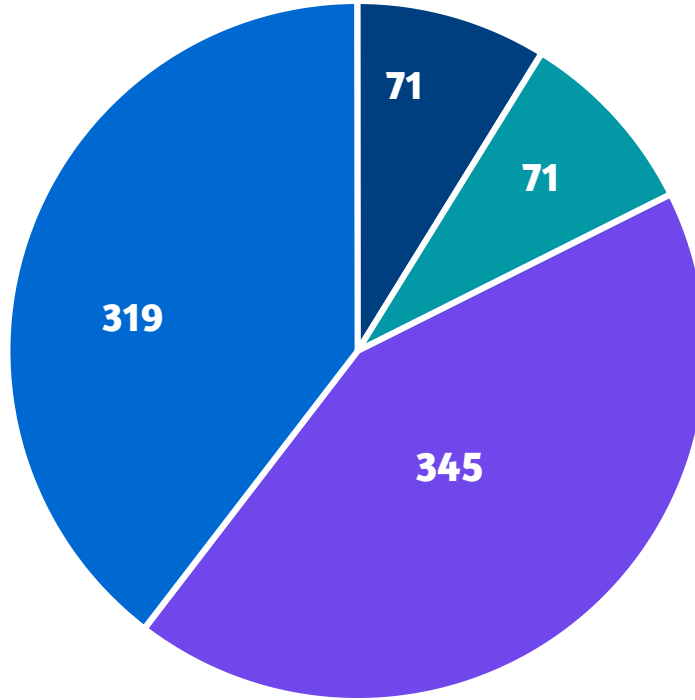


# Funding and Expenditures

<b>Funding</b>	<b>2022</b>	<b>2023</b>
Department of Health & Human Services - Early Head Start & Head Start	\$3,268,768	\$3,893,076
PA Department of Education - Head Start Supplemental Assistance Program	\$2,063,800	\$2,063,800
PA Department of Education - Pre-K Counts	\$1,870,000	\$1,870,000
PA Department of Agriculture - Child & Adult Care Food Program	\$196,171	\$205,586
Donations	\$22,461	\$19,403
<b>% of Expenditures</b>	<b>2022</b>	<b>2023</b>
Staffing	51%	47%
Benefits	22%	23%
Other	10%	9%
Building & Equipment	9%	8%
Supplies	8%	13%

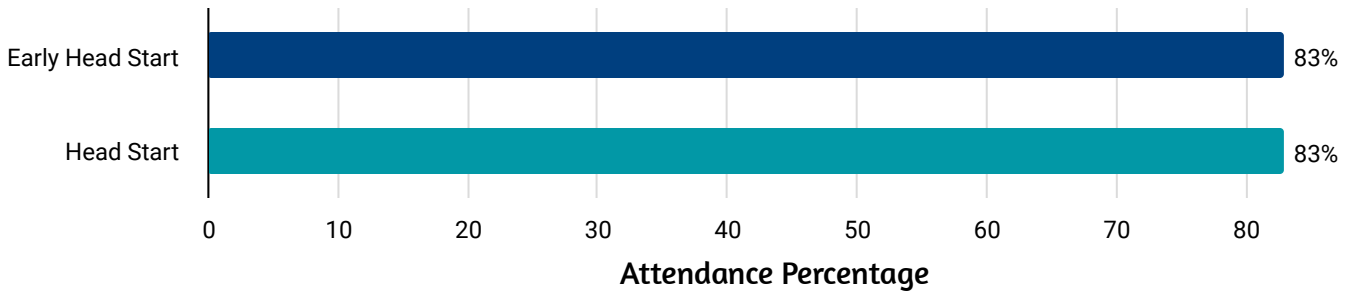


# Number of Children/Families Served

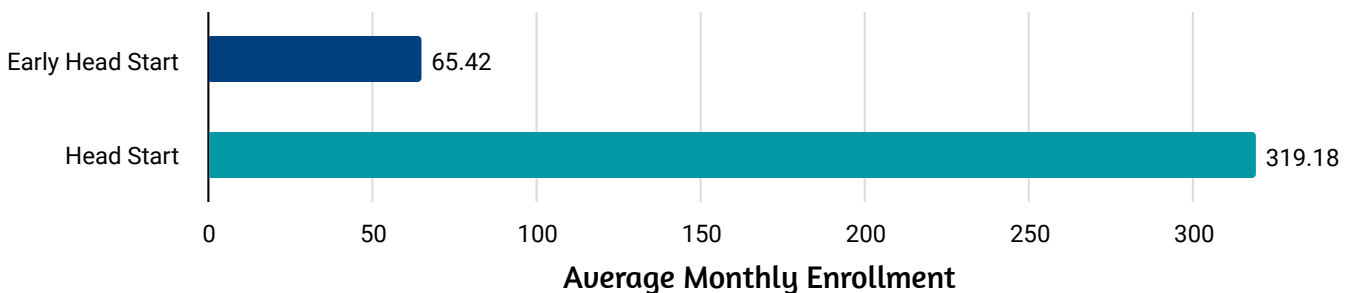


● Early Head Start Children   
 ● Early Head Start Families   
 ● Head Start Children   
 ● Head Start Families

# Average Monthly Attendance



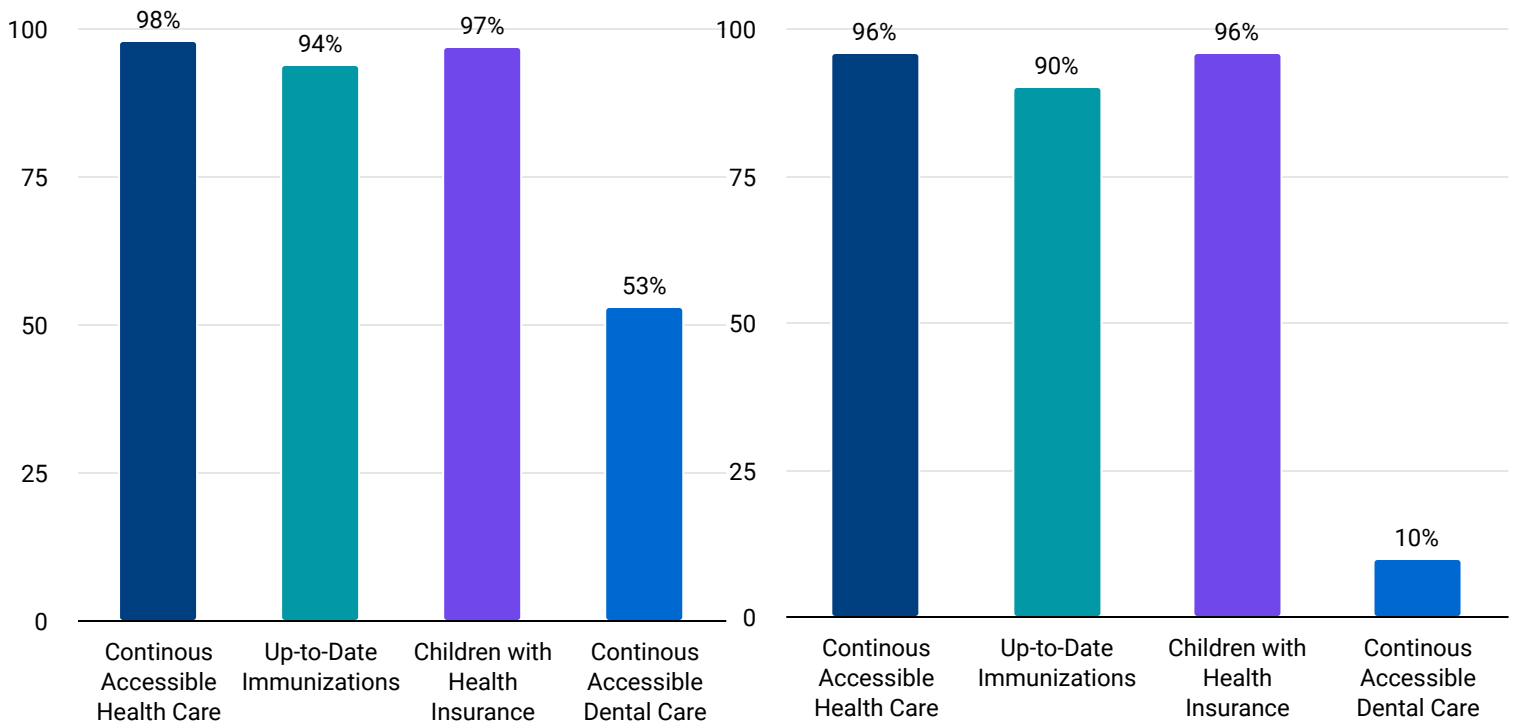
# Average Monthly Enrollment Numbers



# HEALTH AND DENTAL STATISTICS

Of the 345 Head Start Children Served:

Of the 71 Early Head Start Children Served:



# SCHOOL READINESS ACTIVITIES

Bradford-Tioga Head Start, Inc. is committed to providing all children with a variety of opportunities in preparation for a successful transition to Kindergarten.

## Activities Include:

- Trainings to help prepare children and parents for kindergarten
- Development of specific goals with parent input
- Transition meetings for children with special needs
- Visits to kindergarten classrooms and school cafeterias
- School Readiness Plan developed by parents, staff, school and community
- Head Start and Kindergarten teachers visit other classrooms
- Providing on book monthly to each family
- Kindergarten transition packets provided to families



# SCHOOL READINESS

In all age groups, gains were made in the areas of cognition and knowledge, language and literacy and social and emotional. For the birth-to-three population, the largest gain was in the Language and Literacy Development area with a 14% gain. In the three-to-five population, the largest gain was in the Cognition and Knowledge area with a 30% gain.



## Early Head Start

Birth to 3 Year Old

## Head Start

3 to 5 Year Old

### Physical Health and Development

85% 97% 98%

### Physical Health and Development

89% 95% 97%

### Cognition and Knowledge

93% 87% 93%

### Cognition and Knowledge

53% 73% 83%

### Approaches to Learning

88% 95% 94%

### Approaches to Learning

71% 86% 91%

### Language and Literacy

80% 90% 94%

### Language and Literacy

65% 84% 90%

### Social and Emotional

82% 90% 96%

### Social and Emotional

74% 86% 93%

FALL

WINTER

SPRING

# PARENT INVOLVEMENT ACTIVITIES

Parents participate in classroom and family playgroup activities. They are invited to develop a Family Partnership Agreement where they can set goals for themselves and work with staff to develop Individual Goals for their child. Parents participate in activities and receive training on their child's development, health, and education.

This year's Parent, Family and Community Engagement Outcomes indicate that the area of Families as Lifelong Educators had the highest gain at 28%.

The program saw a decrease in the areas of Families as Learners, and will work to increase numbers in that area.



## 2022-23 Parent, Family and Community Engagement Outcomes

### Family Well Being

63%	65%	69%
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### Positive Parent-Child Relationships

93%	94%	97%
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### Families as Lifelong Educators

50%	45%	78%
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### Families as Learners

6%	7%	2%
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### Family Engagement in Transitions

83%	78%	69%
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### Family Connections to Peers and Community

78%	67%	66%
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### Families as Advocates and Leaders

76%	97%	97%
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FALL

WINTER

SPRING



# ACCOUNTABILITY

**Government and regulated monitoring visits conducted include:**

**Federal Monitoring Visit:** week of March 28, 2022; a Focus Area II (FAII) evaluated all areas of the program. **The program was issued an exemplary rating.**

**State Program Review:** November 10, 2023; An **exemplary outcome** was achieved.

**The 2022-23 Financial Audit:** completed October 2023; an exceptional outcome given with **no findings or material weaknesses** identified.

**Child and Adult Care Food Program (CACFP) Audit:** conducted the week of October 11, 2023 with minimal concerns.

**401K Audit:** completed in November 2023, an **exceptional outcome** given with no findings identified.

# PRIVATE DONATIONS

## Curiosity Circle - \$25-\$99

Ron Gilbert  
Charles Brennan  
Jerome and Joann Ogden  
Eugene Yajko  
John Campomizzi  
William and Karen Friedenber  
Daria Keyser  
Stephen Rush  
Larry and Jean Smith  
Robert and Susan Storch  
Jill Wood  
Roxanne Wilkinson  
Irene and Kelvin Morgan

## Imagination Circle - \$100-\$249

Matthew E. Baker  
Joseph Bubacz  
Theodore DeHaven  
Terry and Anita Duvall  
Danise Fairchild  
Robin Knapp  
Tom and Tonya McNamara  
Jane Novak  
Margueriet and Fred Smith  
Steve and Sherry Stiner  
Jody and Doug Thomas  
Denise Wilber  
Samantha Wilcox  
Roger and Susan Bunn  
Pamela Barnes  
Nancy Stamilio  
Florence Prough

## Creativity Circle - \$250-\$499

Ron Butler  
Henry and Sarah Dunn  
Mary Walrath  
VFW Post 6757  
Barry and Rochelle Clark  
Morris Run Legion Post 167  
VFW Post 1568 Home Assoc.  
Hillside Rod and Gun Club

## Discovery Circle - \$500-\$999

Pat and Lexa Reuter  
Sandi and Robert Wheeland  
Brooks Eldredge-Martin  
William B. Wilson Post 572

## Inspiration Circle - \$1000 +

Roger Chilson

# COMMUNITY GIVING

Blue Ridge Cable Technologies  
Cox, Stokes & Lantz  
Dane's Lawn Care and Landscaping  
Real Disposal Services LLC  
AJ's Outdoor Power Equipment  
Wellsboro Electric Company  
United Way  
Troy Lions Club  
Ward Manufacturing  
Becker's School Supplies  
Claverack Electric Cooperative  
Tioga Bradford County Housing Authority  
North Penn Comprehensive Health Services  
Salesforce.com, Inc.  
Randy and Nancy Williams Family Foundation  
Benedict's Bus

# GRANTS

Mase Foundation \$1,100.75  
Lutes Foundation \$ 500.00  
Packer Foundation \$1,000.00  
Gutherie Grant \$20,000.00  
Implementation \$22,600.75

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