

# SUMMIT HEAD START 0-5

*ANNUAL REPORT  
SCHOOL YEAR 2024-2025*

**SUMMIT HEAD START 0-5**



## FROM THE EXECUTIVE DIRECTOR...

Dear Summit County Community Partners and Friends of Head Start,

As an Executive Director my primary goal is to provide leadership and management of all aspects of all programs that Early Childhood Options Provides, which include Head Start 0-5, Right Start Early care and Learning, Summit PreK, LCO for Colorado Universal Preschool Program, and Summit Early Childhood Council. My aim is to set program goals according to strategic objectives and to guide my team in reporting program success for our community efforts to improve the quality and affordability and accessibility of early childhood education in Summit County.

Over the past few years, I have been building relationships with our community partners and learning how the integrated Early Head Start and Head Start model in our community benefits so many more children than just those who are enrolled in our program. Every child in an Early Head Start or Head Start classroom feels the benefit of the dedicated staff and high-quality classroom environment that our program works to support.

The Summit County Head Start Program delivers services to families through the school district and partnering childcare centers of our community to provide a variety of options for high quality childcare to our Head Start families. The Head Start program has been successful over the years because we have such wonderful community partners. Our Head Start team wants to acknowledge and extend our gratitude to each of you for all the amazing work you have done and continue to do serving families with young children in Summit County. We are looking forward to another great year partnering with you.

Thank you,  
Catherine Schaaf  
Summit County Head Start Director (Interim)  
[catherine@earlychildhoodoptions.org](mailto:catherine@earlychildhoodoptions.org)  
970-406-3067



*Catherine Schaaf  
Executive Director  
Early Childhood Options*



## FROM THE DIRECTOR...

Dear Summit County Community Partners and Head Start Families,

The Summit Head Start program supports low-income families with children 0-5 years old by providing comprehensive early childhood programs in a center-based environment.

Being the Head Start Director is such an honor, and I am privileged to serve the Head Start families and the whole community.

It is my responsibility to provide leadership and management of all aspects of the Early Head Start and Head Start Programs, as well as implement and monitor the integrated management and service delivery model to provide comprehensive child development, health services, and family support for families with young children, prenatal to five years, ensuring compliance with Head Start Performance Standards.

It is my greatest goal to ensure that we are providing the best possible care and quality education to our children and families. Ensuring that families have equal access to all community resources by providing and connecting them to opportunities to enhance parenting skills, knowledge, and understanding of education, developmental needs, and activities of their children.

Thank you,  
Jacqueline Lujan  
Summit Head Start 0-5 Director  
970.406.3068  
[Jacqueline@earlychildhoodoptions.org](mailto:Jacqueline@earlychildhoodoptions.org)



# PROGRAM DETAILS

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## VISION

Prepare families for the future.

## MISSION

Develop school readiness for all children by promoting education, health, self-sufficiency, and community.



EHS-Clayton Family completes  
GED, one of their goals

The Summit Head Start 0-5 (HSO-5) program provides services to children of low-income families, prenatal to 5 years old. Summit County Government is the grantee for 35 funded Head Start slots (HS) and 14 funded Early Head Start (EHS) slots with management and leadership provided by Early Childhood Options (ECO).

ECO also contracts with Clayton Early Learning for 11 additional Early Head Start Childcare Partnership (EHS-CCP) slots.

HSO-5 collaborates with the Summit School District (SSD), Summit County Preschool, Lake Dillon Preschool, Wildflower Nature School and Carriage House Early Learning Center to provide high quality preschool and center-based care.

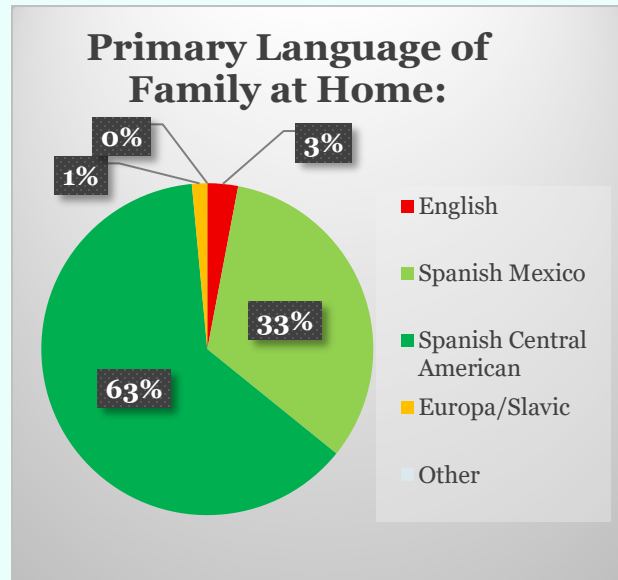
HSO-5 partners with Early Intervention Colorado (EI) to provide disability services for EHS, and Part B at the SSD to provide services for HS children with identified disabilities. Public Health provides nurse consultation and WIC staff serve as the HSO-5 registered dietitians.

HSO-5 also has Early Childhood (EC) coaches on staff as well as an EC Mental Health Consultant to provide comprehensive support. Through these partnerships, HSO-5 is able to provide high quality and comprehensive services to children, families, and teachers.



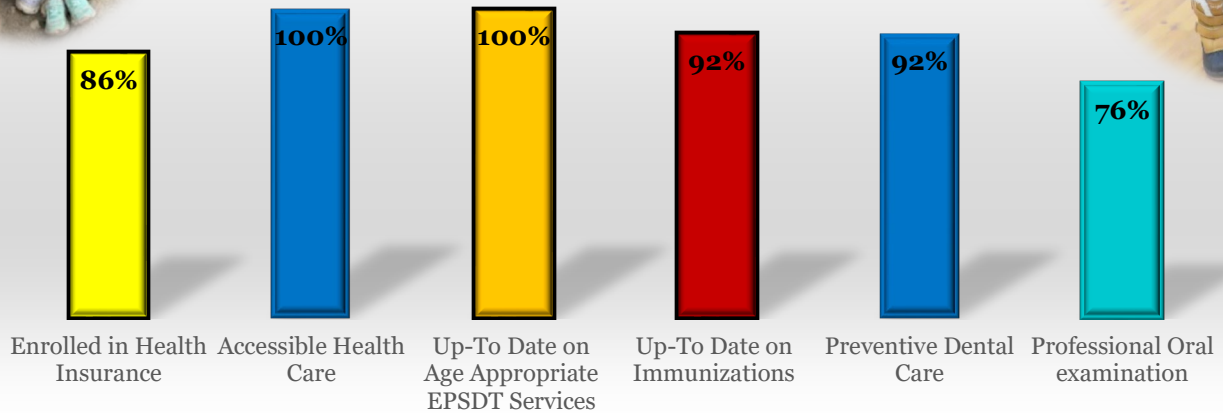
## HEAD START 0-5 BY THE NUMBERS

- ❖ **60** children provided comprehensive services including education, health, and family well-being support during the 24-25 program year.  
(**68** Cumulative enrollment but one currently enrolled child from SSD-HS enrolled in a vacant space during the summer at a childcare).
- ❖ **100%** of families completed two annual home visits that included setting family goals with the Family Engagement specialist.
- ❖ **100%** family services and community resource connections.
- ❖ **69%** Developmental screenings for enrolled children.
- ❖ **13** Engagement Events offered during the 24-25 program for parents, children, and families.
- ❖ **31** classrooms in 8 schools across Summit County serving HSO-5 children; all received full tuition reimbursement, coaching, quality improvement & site support.
- ❖ **95%** Spanish speaking families **67** families out of **64** families reported Spanish as their home language.



# HEALTHY CHILDREN AND FAMILIES

## HEALTH OUTCOMES Start of Program Year 24-25

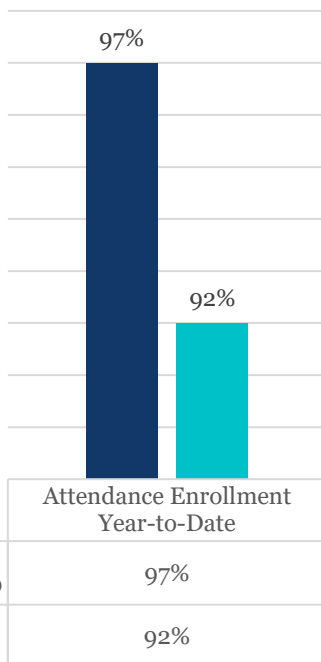


**7% of children in the Program are Overweight or Obese**

3 children in the program are enrolled in Private Insure.  
7 children in the program were eligible in January 2025 on Medicaid.



- Attendance HS Center/HS SSD
- Attendance EHS/Clayton



**47% of families in the program received SNAP**



**70% of families in the HS program received WIC**





## Early Childhood Mental Health Consultation

- **Child and Family Consultation:** Helping adults understand and address the child's needs by developing an individualized plan with family and providers. Includes positive parenting strategies, and encouragement to form a partnership with teachers to create consistency at home and school.
- **Classroom Consultation:** Working with the childcare providers and teachers to improve the care offered to all children by helping identify and address attitudes, beliefs, practices, and environmental factors contributing to children's mental health in the classroom.
- **Programmatic Consultation:** Supporting administrators and directors in making changes in their care practices and policies for the benefit of all children and staff in their setting. Assist in managing staff communication and relationships with each other to promote teachers and administrative teams to work together to best serve families.



In the 2024-2025 program year:

- **12 - out of 68** EHS or HS children received individualized social-emotional supports from an ECMHC
- **31 out of 31** partner classrooms were supported through on-going visits from an ECMHC

### 45 Day Health Screenings

Within 45 days from enrollment, HSO-5 children are screened in the following areas: Vision, Hearing, Lead, Hemoglobin, and Developmental Screenings using the ASQ-3 and ASQ-SE2 screening tools. Early identification of potential developmental delays which are referred to Early Intervention and Child Find for evaluation, connect children to developmental therapies and supports if eligible. Early interventions promote school readiness.

### 90 Day Health Screenings

Dental screenings and referral to nutrition services are completed within 90 days of enrollment, and children are monitored every 6 months with exams and follow up services.



# FAMILY ENGAGEMENT

**97%** of enrolled families received one or more services identified from family needs assessments. Services cover assistance for food, clothing, transportation, housing, mental health, GED, ESL, parenting education, domestic violence services, and health education.



The Head Start Family Engagement team connected every enrolled family other than two that exited early, to appropriate community resources based on unique family goals. At the end of the program year, every enrolled family achieved at least one goal that they had created in the fall!

HSO-5 offers multiple engagement opportunities for participants and families. There were 3 big events in the 24-25 program year. The events held were a Health Screening & Back to School event, Cultural Night, and Summit Head Start Graduation 2025. The graduation celebration at the end of the - program year was a great success, as we honored the achievements of the children and families that were transitioning out of our program. The events were well attended and fostered a sense of community and support for families in PY 2024-2025; Family Enroll Day CCCAP Application Days, Fresh Vegetable Bag (Grow to Share WIC & HC3), Health Resources, Immigration Info Day (Presented by CIRC) Financial Class for Parents (Presented by Youth & Family Services). Transition EHS/HS to Kindergarten, SSD Application help Days Tuition Assistance Program Application (ECO/CCCAP), Hiking, Beach Day (Nutrition Topic) Let's play in the park (Gross Motor and Transitions topics), Events and including community events offered by Building Hope, FIRC, Public Health, SSD, Communities That Care (CTC), Youth & Family Services.



**Supporting Families is an important value for the Program. We have 5 parents working in the Early Childhood area and 3 in the health area.**



# POLICY COUNCIL



HSO-5 hosts monthly Parent Policy Council Committee meetings. Meetings are open to the entire program and are attended by elected parents and community members. Each HSO-5 site has representation. Members review and approve goals, objectives, and outcomes. Annual reporting, grant applications, and financials are also reviewed at these meetings.

Wendy Cantu  
Community Member  
Building Hope

Andrea Alcivar  
Community Member  
Elevated Community Health

Mary Taboada  
Community Member  
Mountain Dreamers

Gabriela Valdez  
Summit County Preschool  
Parent Community Member



Irma Martinez  
Lake Dillon Preschool  
Representative

Ana Arias -President of the  
Policy Council  
EHS-Wildflower Natural  
School Preschool

Monica Herrera  
Secretary of the Policy Council  
HS-Carriage House  
Representative

Griselda Holguin  
Dillon Valley-Preschool  
Representative



Maria Rodriguez  
Upper Blue Elementary  
Preschool- Representative

Deysi Sanchez & Jonathan Hernandez  
Frisco Elementary Preschool  
Representatives

Yessica Herrera  
Silverthorne Elementary  
Preschool- Representative

# POLICY COUNCIL 2024-2025



Parents are encouraged to participate through the Back-to-School Health event. During the event, Policy Council members voluntarily participate and help invite new parents to join the Policy Council for the following year. This year's Policy Council is comprised of eight elected Head Start and Early Head Start parents, and four community members who were former parents in the program. A total of 12 members lead and make decisions about our program. The Policy Council participates in meetings with program management to evaluate, provide perspective, support, and encourage community involvement. Our Policy Council members are valued members of our program, and we appreciate their time and talents as volunteers.



## Applications Received

### Based on Summit Head Start 0-5 applications received in fiscal year 2024-2025:

**168** applications were completed and processed for eligibility

44 were enrolled during the PY 24-25 period.

**98** children were placed on the waiting list

14 received care at another provider (school or home care), parents prefer to remain on the Head Start waiting list.

**26** discontinued their application because they were out of the county or found a place to care.

*\*HSO-5 uses Federal Poverty Guidelines. In 2025, the Federal Poverty Level (FPL) for a family of four was \$33,250.*

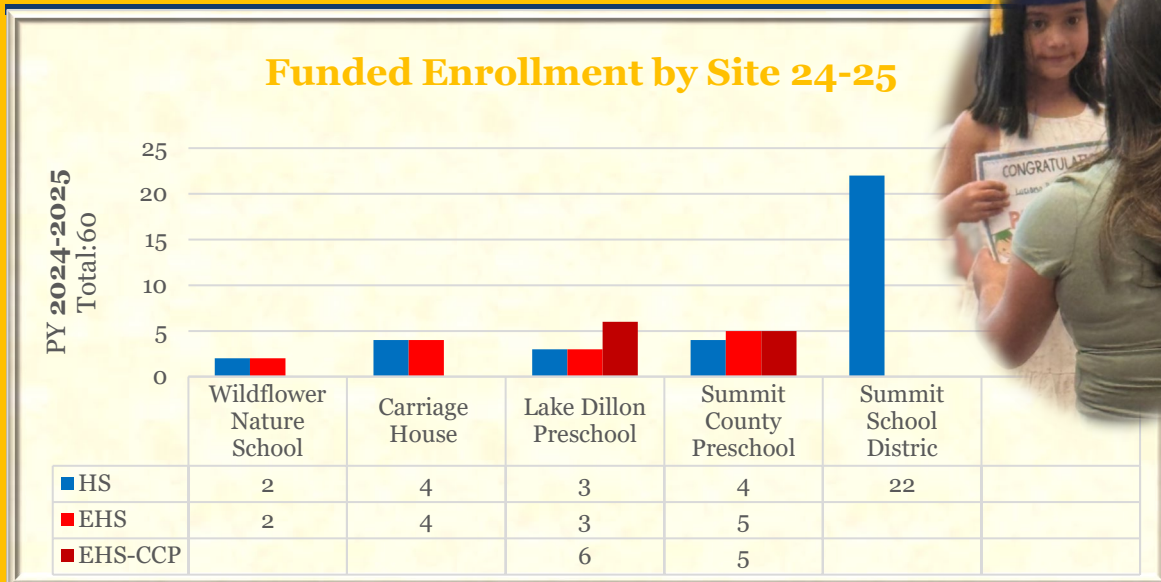
*\*HSO-5 uses McKinney Vento Act for qualifying a family as homeless.*

*\* Supplemental Nutrition Assistance Program (SNAP).*



# ENROLLMENT

## Funded Enrollment by Site 24-25



**61** of the **68 (Families)** one parent/guardian is employed at enrollment.

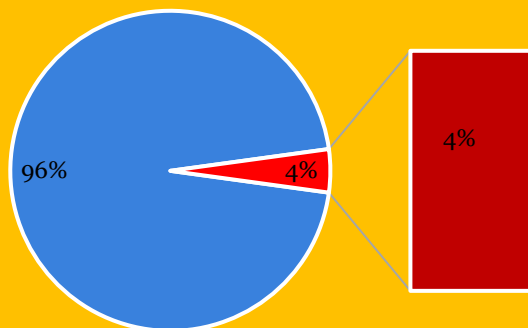
**67** of the **68 (Families)** one parent /guardian is employed at end of enrollment.



## WHO WE SERVE

■ Hispanic or Latino origin

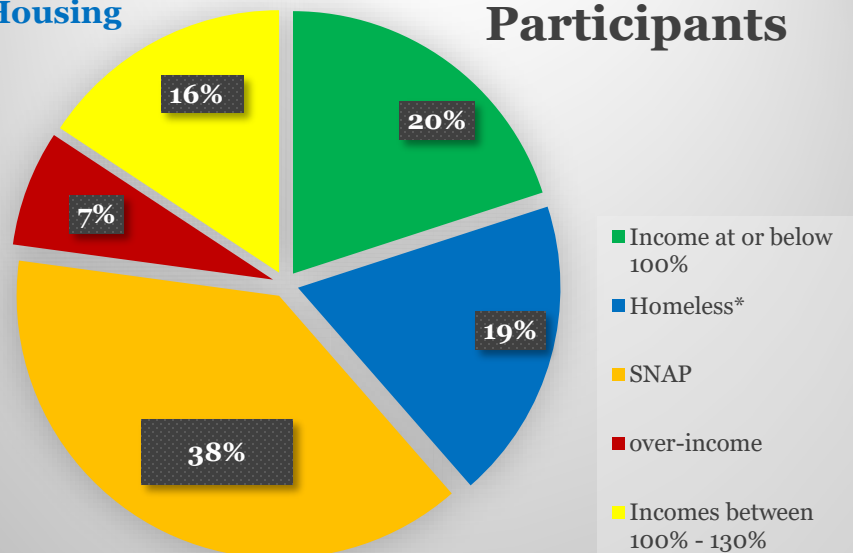
■ Non-Hispanic or Non-Latino origin



Ethnicity & Race

## 5 of the 11 Homeless Families Acquiring Housing

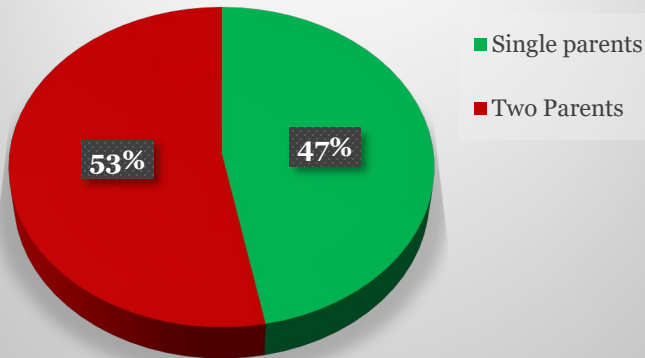
## Eligibility Status of Participants





# WHO WE SERVE

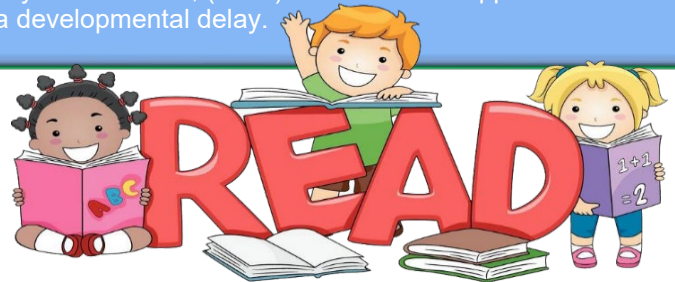
## Family Demographics



**8** HS children received IEP services during the school year at SSD.

**2 of the 3** children qualified for an Individual Education Plan, (IEP) but chose not to access SSD services because they needed full-time, year-round care in a childcare center.

**13 of the 14** children in EHS/Clayton had an Individualized Family Service Plan, (IFSP) and received support services for a developmental delay.



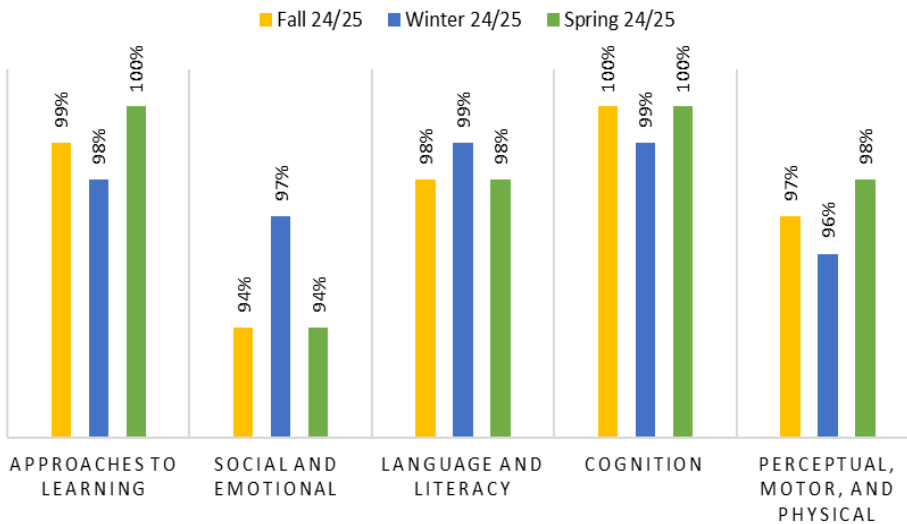
## SCHOOL READINESS

**97%** of children in the program are dual language learners

Summit County has a School Readiness Committee that includes representatives from HSo-5, Summit School District, Early Childhood Options, and community childcare programs. This local committee created community-wide school readiness goals. The committee meets quarterly to discuss school readiness goals, to review data, and to inform the planning they do for training and supports for EC professionals. Head Start requires that goals are created for each of the following domains: literacy & language, cognitive & knowledge, social & emotional, approaches to learning, and physical health & development.



## TSG AVERAGE SCORES BIRTH-ONE 24/25



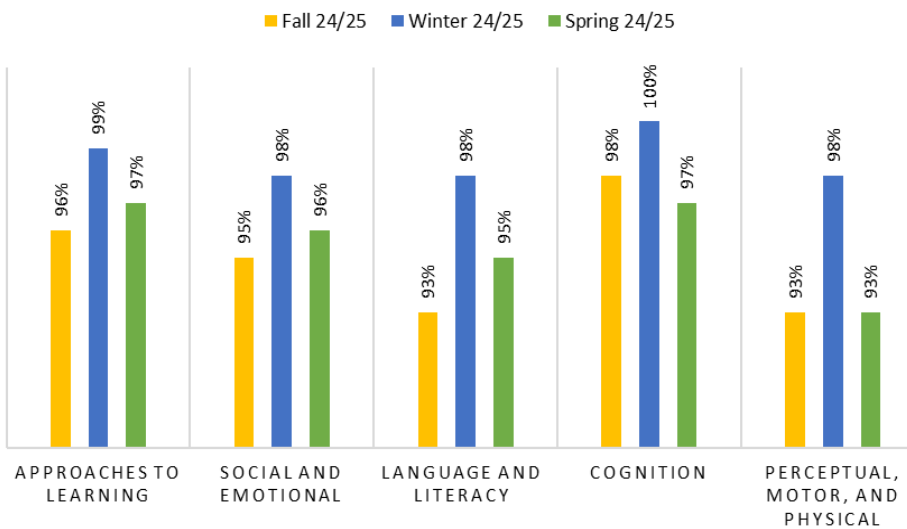
# TS GOLD



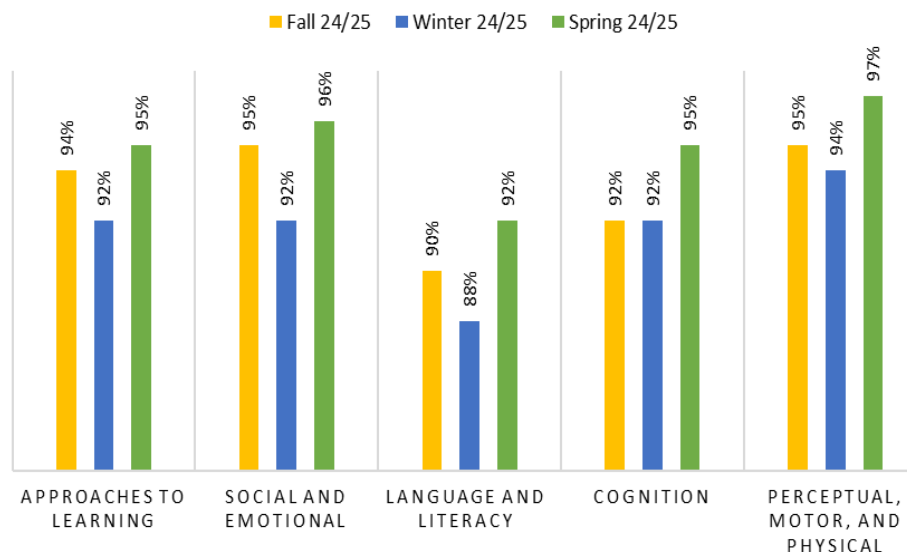
## DATA

The HSO-5 program uses Teaching Strategies GOLD assessment tool and the centers implement Creative Curriculum. There are 3 data checkpoints in a year, which occur in the Fall, Winter and Spring.

## TSG AVERAGE SCORES ONE-TWO YEARS 24/25



## TSG AVERAGE SCORES ONE-THREE YEARS 24/25





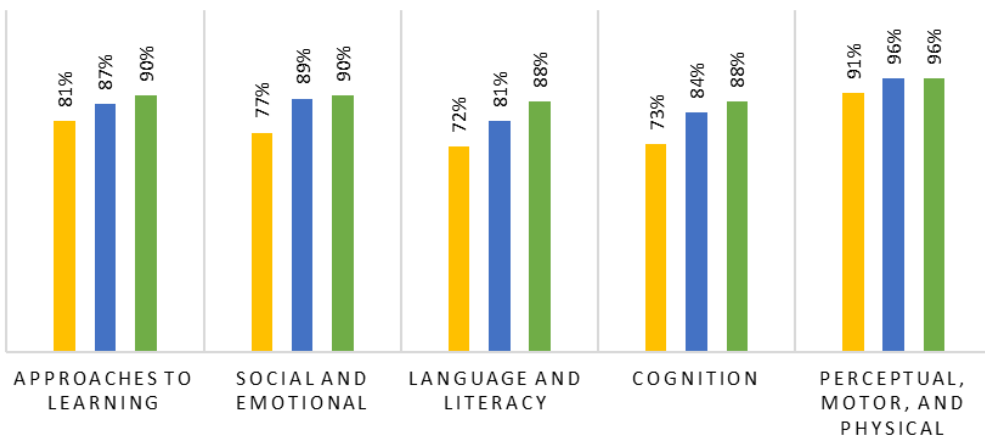


## SUMMIT HEAD START 0-5



### TSG AVERAGE SCORES INCLUDING SSD WITH IEP: **PRESCHOOL (3-4 Y.O) 24/25**

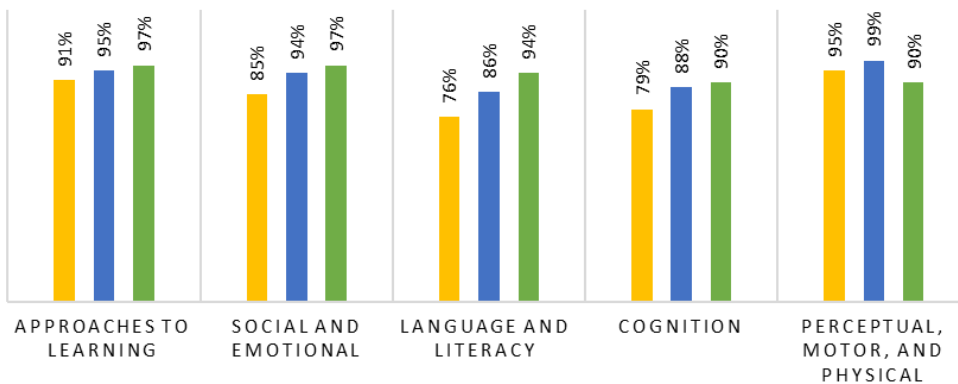
■ Fall 24/25 ■ Winter 24/25 ■ Spring 24/25



### TSG AVERAGE SCORES INCLUDING SSD WITH IEP:

#### **PRE-K (4-5 Y.O) 24/25**

■ Fall 24/25 ■ Winter 24/25 ■ Spring 24/25



## QUALITY

CLASS Tool observations are conducted annually to assess the quality of teacher-child interactions. In addition, mock Infant/Toddler Environment Rating Scale (ITERS) & Early Childhood Environment Rating Scale (ECERS) ratings are offered to all sites. All HSO-5 sites are at a level 2 (One site) and level 4 (Three sites) on the Colorado Shines rating system. At a minimum, programs are licensed, in good standing and meet health and safety standards. Ratings of a 3 and above demonstrate high-quality programs and practices in all areas. Coaching support is offered at all sites- providing a minimum of 8 hours per classroom per program year. Additional support is available for sites upon request.



# FINANCIALS



\*Summit County Government (SCG) is the grantee for both a Head Start and Early Head Start grant. Following is financial information related to grants held by SCG.

FY 2025 Proposed		
Category	EHS	HS
Personnel	\$170,966.00	\$181,366.00
Fringe	\$37,514.00	\$64,190.00
Travel	\$4,777.00	\$6,700.00
Supplies	\$3,650.00	\$4,186.00
Contractual	\$171,900.00	\$272,578.00
<b>Total</b>	<b>\$399,095</b>	<b>\$527,391</b>
*Does not include COLA		

FY 2024 Actuals		
Category	EHS	HS
Personnel	\$115,098.00	\$199,110.00
Fringe	\$33,206.00	\$56,448.00
Travel	\$7,554.00	\$9,538.00
Supplies	\$3,650.00	\$4,186.00
Contractual	\$232,241.00	\$243,998.00
Other	\$14,900.00	\$23,650.00
<b>Total</b>	<b>\$406,649.00</b>	<b>\$536,930.00</b>

26 Families will receive CCAP during PY 24-25



**Summit Head Start 0-5 is fortunate to have many local and state funds to meet our required non-federal match. Partner organizations:** Summit School District, Summit County Preschool, Lake Dillon Preschool, Carriage House Early Learning Center, and Wildflower Nature School. Local and state organizations: Summit Foundation, State of Colorado Universal Pre-K, (UPK), Summit County Government, (Right Start Project and Summit Pre-K tuition assistance) and local towns, (Summit First Steps tuition assistance.)



# NON-FEDERAL SHARE

## 2024 Federal Requirements for NFS

HS \$313,663.61

EHS \$115,590.62

Program Total; **\$429,654.23**

The requirement for non-federal share match to HS/EHS grant reflects the partnership and commitment between the federal government and local community. The Federal government has committed to cover **80%** of the actual costs of program services, and the local community is responsible to raise or provide **20%** of program cost with non-federal dollars

NFS tracking-2024					
Agency	Period	Total	HS	EHS	Clayton 24-25
NFS requirement			107,386.00	81,329.80	46,850.00
Epic pass 23-24	8@\$599	\$4,792.00	\$2,795.33	\$1,118.13	\$878.53
SPK Compensation SCP	Jan - Dec	\$113,750.00	\$9,479.17	\$11,375.00	\$7,583.33
SPK Compensation LDP	Jan - Dec	\$115,000.00	\$5,750.00	\$1,916.67	\$13,416.67
SPK Compensation CH	Jan - Dec	\$91,250.00	\$6,083.33	\$888.89	
SPK Compensation WF	Jan - Dec	\$105,625.00	\$3,520.83	\$3,520.83	
LDP Fsteps-EHS	Jan - Dec	\$11,207.50		\$3,502.50	
LDP Fsteps-Clayton	Jan - Dec	\$7,424.50			\$4,468.00
LDP UPK -HS	Jan - Dec	\$16,309.35	\$13,047.48		
LDP SPK HS	Jan - Dec	\$3,615.50	\$1,774.50		
SCP Fsteps-EHS	Jan - Dec	\$38,729.60		\$38,729.60	
SCP Fsteps-Clayton	Jan - Dec	\$34,901.25			\$34,901.25
SCP UPK-HS	Jan - Dec	\$5,298.27	\$5,298.27		
SCP SPK HS	Jan - Dec	\$27,716.25			
CH Fsteps EHS	Jan - Dec	\$17,931.50		\$17,931.50	
CH SPK HS	Jan - Dec	\$21,271.51	\$21,271.51		
CH UPK HS	Jan - Dec	\$26,290.38	\$26,290.38		
WNS Fsteps EHS	Jan-Dec	\$2,145.00		\$2,145.00	
WNS SPK HS	Jan-Dec	\$2,989.50	\$2,989.50		
WNS UPK HS	Jan-Dec	\$8,698.32	\$8,698.32		
SSD-UPK -HS	Jan - Dec		\$94,050.00		
SSD-SPK HS	Jan - Dec		\$47,025.00		
Education Coordinator 4/6	Jan - Dec	\$71,000.00	\$42,600.00	\$21,300.00	\$7,100.00
HR Shared services 3/4	Aug-Dec	\$21,875.00	\$7,291.67	\$6,562.50	\$8,020.83
HR Shared services 1/5	Jan - Dec	\$14,000.00	\$7,000.00	\$7,000.00	
<b>NFS Totals</b>			<b>\$313,663.61</b>	<b>\$115,990.62</b>	<b>\$76,368.62</b>

## EARLY HEAD START CHILD CARE PARTNERSHIP

Early Childhood Options has completed seven successful years in a contract with Clayton Early Learning to serve 11 additional infants/toddlers at Lake Dillon Preschool and Summit County Preschool through an Early Head Start-Child Care Partnerships (EHS-CCP) grant. Clayton Early Learning is a leading early childhood program located in Denver, Colorado. Clayton was awarded an EHS-CCP grant designed to support/toddlers through EHS services in childcare centers throughout the state. Fiscal information is above.



Clayton Sept 1, 2024-Aug 30, 2025	BUDGET	24-25 Actual	
Base:		\$184,820.00	
T/TA:		\$2,578.00	
Total:		\$187,398.00	\$4,243.92
Cola/QI:			
NFS:		\$46,850	
Grand Total:			
<b>PERSONNEL</b>	32,502.00		
Total Personnel	32,502.00	\$ 52,300	62%
<b>FRINGE</b>			
Payroll Taxes-9% (needs to be 10.5)	2,496.49	\$ 5,230	48%
Retirement, Health, Dental, Vision Insurance- 16%	4,833.87	\$ 8,368	58%
Total Fringe	7,330.36	\$ 13,598	54%
<b>TRAVEL</b>			
Out of Town (50% T/TA)	149.78	\$ 1,289	12%
Additional OOT			
Total Travel	149.78	\$ 1,289	12%
<b>SUPPLIES</b>			
Office Supplies	17.30		
Classroom Supplies	19,540.63	\$ 2,400	814%
Resource Supplies		\$ 500	
Total Supplies	19,557.93	\$ 2,900	674%
<b>CONTRACT</b>			
Increase from last year		\$ 4,244	0%
Tuition	52,927.99	\$ 94,757	56%
Contract Child services	402.75	\$ 1,500	27%
IT Contract	101.09	\$ 825	12%
ECO Audit	7,935.00	\$ 1,194	665%
MHC	314.00		
Total Contract	61,680.83	\$ 102,520	60%
<b>OTHER</b>			
Rent	5,424.15	\$ 8,000	68%
Utilities , phone	329.58	\$ 400	82%
Repairs and Maintenance	9.00	\$ 100	9%
Local travel	1,142.51	\$ 1,000	114%
Office Supplies	17.30	\$ 633	3%
Training (50% T/TA)	272.53	\$ 1,289	21%
Cell Phones (supplies)	329.58	\$ 900	37%
Payroll, Bank & Prof Fees	923.48	\$ 419	220%
Background Checks	2.80	\$ 150	2%
Dues & Postage (Operations)	63.00	\$ 100	63%
Insurance	78.84	\$ 200	39%
Policy Council	108.51	\$ 600	18%
Parent Meetings & Events	229.07	\$ 1,000	23%
Total Other	8,930.35	\$ 14,791	60%
<b>TOTAL all categories</b>	130,151.25	\$ 187,398	69%