



Champlain Valley  
Head Start  
Annual Report 2023





255 South Champlain Street, Suite 10, Burlington, VT 05401  
802 651 4180 T | 802 658 0983 F | [champlainvalleyheadstart.org](http://champlainvalleyheadstart.org)

## Contents

For Reference .....	3
About Us.....	4
Community Needs Assessment Summary.....	5
Children Living in Poverty.....	5
Children in Foster Care or Experiencing Homelessness.....	6
Diversity.....	6
Universal Pre-Kindergarten & Child Care Availability.....	7
Number of Children & Families Served .....	8
Medical & Dental Exams .....	8
Parent Involvement Activities .....	9
Efforts to Support School Readiness .....	9
Funding .....	11
Expenses.....	11
Results of Recent Audit & Reviews .....	12
Financial Audit.....	12
Programmatic Updates.....	13



255 South Champlain Street, Suite 10, Burlington, VT 05401  
802 651 4180 T | 802 658 0983 F | [champlainvalleyheadstart.org](http://champlainvalleyheadstart.org)

## For Reference

---

Head Start agencies that provide services to children and families must meet the Head Start Program Performance Standards and the requirements set forth in the Head Start Act of 2007. The relevant regulations affecting the Annual Public Report are outlined below.

### [Head Start Performance Standard 1302.102- Achieving Program Goals](#)

Annually, a program must publish and disseminate a report that complies with section 644(a)(2) of the Act and includes a summary of a program's most recent community assessment, as described in §1302.11(b), consistent with privacy protections in subpart C of part 1303 of this chapter.

#### **Head Start Act Section 644(a)(2):**

Each Head Start agency shall make available to the public a report published at least once in each fiscal year that discloses the following information from the most recently concluded fiscal year, except that reporting such information shall not reveal personally identifiable information about an individual child or parent:

- The total amount of public and private funds received and the amount from each source
- An explanation of budgetary expenditures and proposed budget for the fiscal year
- The total number of children and families served, the average monthly enrollment (as a percentage of funded enrollment), and the percentage of eligible children served
- The results of the most recent review by the Secretary and the financial audit
- The percentage of enrolled children that received medical and dental exams
- Information about parent involvement activities
- The agency's efforts to prepare children for kindergarten
- Any other information required by the Secretary

*The Champlain Valley Head Start Annual Report is reviewed, updated, and published annually. It is made available online at <https://champlainvalleyheadstart.org/>, and is distributed to CVHS staff, Policy Council members, and is shared with the CVOEO Board of Directors.*





255 South Champlain Street, Suite 10, Burlington, VT 05401  
802 651 4180 T | 802 658 0983 F | [champlainvalleyheadstart.org](http://champlainvalleyheadstart.org)

## About Us

---

Head Start is a federally funded program through the U.S. Department of Health and Human Services. Head Start programs prepare America's most vulnerable young children to succeed in school and in life beyond school. To achieve this, Head Start programs deliver high quality services to children and families with low incomes in core areas of early learning, health, and family well-being while engaging parents as partners every step of the way.

Head Start encompasses Head Start preschool programs, which primarily serve 3- and 4-year-old children, and Early Head Start programs for infants, toddlers, and pregnant people. Head Start services are delivered in all 50 states, the District of Columbia, and in six U.S. territories through programs tailored to the local needs of families.

For the 2022-2023 program year, Champlain Valley Head Start (CVHS) was funded to serve 312 eligible children and families in Addison, Chittenden, Franklin and Grand Isle counties. CVHS is a program of Champlain Valley Office of Economic Opportunity (CVOEO). CVOEO is one of five Community Action Agencies in Vermont also operating in Addison, Chittenden, Franklin and Grand Isle. CVOEO's mission is to address fundamental issues of economic, social, racial, and environmental justice and works with people to achieve economic independence.

The mission of CVHS is to provide high-quality early care and education services to help children and families thrive and reach their full potential. CVHS promotes the health, safety and well-being of children, and maintains strong collaborative partnerships to meet the changing needs of children, families, and communities.

CVHS provides early care and education in classrooms, as well as home visiting programs for pregnant people, and children birth to age 5. The work of CVHS also includes providing comprehensive wraparound services based on families' goals, which are developed by the families. This style of service differentiates Head Start programs from other early care and education services providers. A few of the comprehensive wraparound services that CVHS provides to families include:

- Supporting families to find medical and dental services and providing extra support and troubleshooting with families that have a history of missed appointments or who have other barriers to attending medical or dental visits
- Providing access and opportunities to meet with mental health professionals, a Nurse Consultant, Dietitian, and Tooth Tutors (dental hygienists)
- Facilitating referrals to local housing, food, and employment resources, offering information, and providing ongoing support to families
- Providing individualized services for children with diagnosed disabilities
- Offering opportunities for parent involvement, education, and leadership; and
- Supporting parents to be advocates for themselves and their children



255 South Champlain Street, Suite 10, Burlington, VT 05401  
 802 651 4180 T | 802 658 0983 F | [champlainvalleyheadstart.org](http://champlainvalleyheadstart.org)

## Community Needs Assessment Summary

---

The Head Start Program Performance Standards require that programs conduct comprehensive community assessments at least once over the five-year grant period. Additionally, programs are required to annually review and update community assessments to reflect any significant changes within their program area. The Community Needs Assessment is used to inform program design decisions, including location of services, community partnerships, program options, and more.

The CVHS/CVOEO service region is home to approximately 40% of Vermont’s total population and just over 40% of its children under 5. CVHS strives to serve the most vulnerable families in these communities. Many families in the CVHS service area struggle to meet their basic needs like housing, food, childcare, and/or internet access. This increases stress, which can challenge their ability to effectively care for themselves and their children.

### Children Living in Poverty

The Federal Poverty Guidelines, often referred to as the Federal Poverty Level, or FPL, are a set of income guidelines updated annually by the Department of Health and Human Services that are used to determine eligibility for various income-based programs. Families living at or below 100% of the FPL are automatically eligible for Champlain Valley Head Start’s services. During the 2022-23 program year, 100% FPL was \$30,000 for a family of 4.

Approximately 10.3% of Vermont’s families with children under the age of 5 are living at or below the Federal Poverty Level. Data shows there is a drastic disparity in levels of economic hardship between couples and single-parent households—with just over 39% of children under 5 experiencing poverty in single-parent female-led households.<sup>1</sup>

In the CVHS service region, there are approximately 11,884 children under age 5, of which 1,072 are estimated to be living at or below the Federal Poverty Level (100% FPL)<sup>2</sup>. Recent data from the U.S. Census Bureau indicates that the total number of children ages 0 – 5 living at or below FPL in the CVHS service area is as follows:

County	Estimated Number of Children ages 0-5 at or below 100% FPL within CVHS Service Region <sup>2</sup>
Addison	96
Chittenden	613
Franklin	338
Grand Isle	25
<b>Total</b>	<b>1,072</b>

<sup>1</sup> US Census Bureau, American Community Survey (ACS) 5 Year Estimates 2018-2022; Table S1702: Poverty Status in the Past 12 Months of Families

<sup>2</sup> US Census Bureau, American Community Survey (ACS) 5 Year Estimates 2018-2022; Table S1701: Poverty Status in the Past 12 Months

## Children in Foster Care or Experiencing Homelessness

Children in foster care and families experiencing homelessness are automatically eligible for Head Start services. Vermont continues to see lasting effects from the COVID-19 pandemic on the level of reports the Department of Children and Family Services are receiving. The Child Protection Line received 19,725 calls in 2022<sup>3</sup>. While this reflects an increase of more than 1200 from the prior year, numbers are still slightly below pre-pandemic levels. Statewide, 412 children under the age of five were in protective custody during 2022<sup>4</sup>. During the 2022-23 program year CVHS served an estimated 8 children in foster care.

Homelessness continues to be one of the main challenges many Vermonters are facing. 2023 the point-in-time homeless count shows homelessness levels that are almost three times the pre-pandemic levels. Additionally, the rate of homelessness in Vermont was the 2<sup>nd</sup> highest in the U.S, with Vermont experiencing the largest percentage increase (213%) in families experiencing homelessness since 2020<sup>5</sup>

**Table B2: Point-in-Time Homeless Data: 2020-2023<sup>6</sup>**

	2020			2021			2022			2023		
	Children (under 18)	Adults	Total	Children (under 18)	Adults	Total	Children (under 18)	Adults	Total	Children (under 18)	Adults	Total
Addison County	20	53	<b>73</b>	23	94	<b>117</b>	26	71	<b>97</b>	15	63	<b>78</b>
Chittenden County	33	224	<b>257</b>	54	646	<b>700</b>	80	588	<b>668</b>	137	621	<b>758</b>
Franklin & Grand Isle Counties	14	39	<b>53</b>	34	112	<b>146</b>	46	118	<b>163</b>	20	114	<b>134</b>

The Vermont Agency of Education identified 41 students under the age of 6 within CVHS' service region who met the McKinney-Vento definition of homelessness during the 2022 school year. During the 2022-23 program year, CVHS enrolled 39 children experiencing homelessness—accounting for just over 11% of total cumulative enrollment.

## Diversity

Due to the geographic footprint of Champlain Valley Head Start's service area, the children and families we serve have a diverse range of needs and experiences. While Addison, Franklin, and Grand Isle counties are very rural, and primarily white, there is a significant population of immigrants and refugees in Chittenden County. This community, often referred to as New Americans, encompasses a large percentage of our enrolled children and families in Chittenden County. As a whole, state-level census data tells us that the majority of Vermonters identify as white. Historically, CVHS has served a population of children and families more diverse than the state's population as a whole. During the 2022-23 program year, 48.5% of CVHS

<sup>3</sup> Vermont Department For Children & Families, *Child Protection in Vermont Report for 2022*; <https://outside.vermont.gov/dept/DCF/Shared%20Documents/FSD/Reports/2022-CP-Report.pdf>

<sup>4</sup> Levinson, D., Schollmeyer, J., Foster, K., Brouillette, A., Truzansky, B., Wood, V., & Crossman, M. (Eds.). (2024). *The State of Vermont's Children: 2023 Year in Review*. Building Bright Futures: Williston, VT. Retrieved from [buildingbrightfutures.org/publications](http://buildingbrightfutures.org/publications)

<sup>5</sup> VFHA News: [Rate of Homelessness in Vermont remains 2nd highest in U.S. in 2023](https://www.vfha.org/news/rate-of-homelessness-in-vermont-remains-2nd-highest-in-u.s.-in-2023)

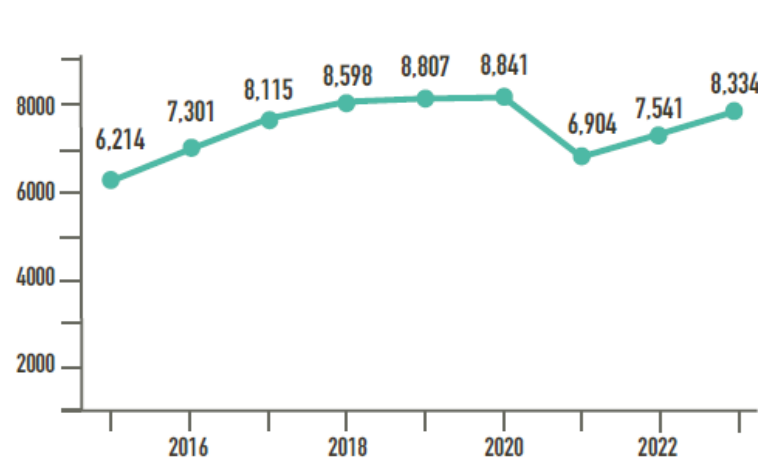
<sup>6</sup> <https://www.housingdata.org/profile/population-household/homelessness>

families identified as non-white (as compared with 8.1% statewide)<sup>7</sup>.

### Universal Pre-Kindergarten & Child Care Availability

The Vermont Agency of Education reported Universal Pre-K enrollment at 7,541 statewide during the 2022-23 school year. While enrollment is on the rise, we are still seeing numbers below pre-pandemic levels. Within the CVHS service area, there are 3,479 Universal Pre-K slots available in school districts<sup>8</sup>. It should be noted however, that many of these slots are part-day programming, and do not provide full-day care.

**Figure 1: Universal Pre-K Education Enrollment by School Year and Fall 2022<sup>8</sup>**



Statewide, there has been a continual decrease in the total regulated childcare capacity for the past 5 years, with an overall decrease of more than 2,100 slots between infant, toddler, preschool, and after-school care. Additionally, the total number of regulated childcare programs has decreased by just over 200 statewide.

Table J1: Total Regulated Child Care Capacity: Statewide <sup>9</sup>				
	Total Capacity	Infant Capacity	Toddler Capacity	Preschool Capacity
2018	<b>35009</b>	3505	3465	12507
2019	<b>34243</b>	3499	3417	12403
2020	<b>33725</b>	3558	3459	11960
2021	<b>33417</b>	3563	3513	12005
2022	<b>33757</b>	3570	3566	12596
2023	<b>32817</b>	3579	3527	12573

It should be noted that there is a multi-year lag in the availability of data from the Child Development Division

<sup>7</sup> US Census Bureau, American Community Survey (ACS) 5 Year Estimates 2018-2022; Table B02001: Race

<sup>8</sup> Vermont Agency of Education. (2023). Vermont Education Dashboard: Enrollment 2023. <https://education.vermont.gov/data-and-reporting/vermont-education-dashboard/vermont-education-dashboard-enrollment>

<sup>9</sup> DCF Licensed Capacity and Regulated Child Care Program Totals <https://dcf.vermont.gov/cdd/reports>



255 South Champlain Street, Suite 10, Burlington, VT 05401  
802 651 4180 T | 802 658 0983 F | [champlainvalleyheadstart.org](http://champlainvalleyheadstart.org)

providing county-based enrollment data for regulated childcare programs. A new report is expected to be released in the coming year, which will provide us with current county-level capacities, which are integral to programmatic planning.

## Number of Children & Families Served

---

*The total number of children and families served, the average monthly enrollment (as a percentage of funded enrollment), and the percentage of eligible children served*

### Total Number of Children & Families Served

For the 2022-2023 program year, CVHS served 335 program participants throughout northwest Vermont, including pregnant people, children ages birth through 5, and their families. CVHS served 154 Early Head Start participants, and 181 Head Start participants.

### Average Monthly Enrollment

Head Start (HS)	92%
Early Head Start (EHS)	81%

*It should be noted that lower enrollment percentages can be attributed to a Change In Scope application that was processed part way through the year, a collaboration with a partnering child care center that ended, the start up of the new Family Connections Program (a locally designed option), and some programming not running at capacity due to lack of staffing.*

### Percentage of Eligible Children Served

Approximately 94.8% of Head Start participants served were from income-eligible families, and approximately 92.8% of Early Head Start participants served were from income-eligible families.

## Medical & Dental Exams

---

*The percentage of enrolled children that received medical and dental exams*

For children enrolled during the 2022-2023 program year, approximately 87% of preschool children received physical exams, and 86% of children birth to 3 were up to date on age-appropriate well-child care at the end of enrollment. Approximately 75% of preschool children received dental exams, and 56% of children birth to 3 were up to date on dental care according to Vermont's EPSDT schedule. We continue to face challenges specifically in the dental health community. Many dental homes report being understaffed, and many dentists are retiring without replacements. Most dental homes are booking out 6+ months and will no longer see patients if they miss an appointment due to high demand.





255 South Champlain Street, Suite 10, Burlington, VT 05401  
802 651 4180 T | 802 658 0983 F | [champlainvalleyheadstart.org](http://champlainvalleyheadstart.org)

## Parent Involvement Activities

---

Parent involvement in CVHS occurs most commonly through home visits or as parents spend time in Head Start classrooms.

Parents may also be involved in activities such as: Group socializations; Local Parent Committee Meetings; Parent-Teacher conferences; Open House or classroom orientation sessions; Parent Education sessions; CVHS Health Services Advisory Committee and other program committees; Policy Council meetings; IEP meetings; Volunteering as classroom helpers, attending field trips, participating in home activities, and assisting in administrative offices; CVHS interview teams to hire new staff; the CVHS Self-Assessment and Community Assessment processes; attending events such as VT Early Childhood Day at the Legislature and meetings of the VT Head Start Association; and attending conferences such as the New England Head Start Association Conference.

Within the confines of its budget, Champlain Valley Head Start provides interpreters for families that do not speak English so that they can be involved in the program and attend various activities.

## Efforts to Support School Readiness

---

*The agency's efforts to prepare children for kindergarten*

CVHS supports children in preparing for school readiness and lifelong success. The CVHS classroom-based curriculum, *The Creative Curriculum*, is based on five fundamental principles that help to guide CVHS practice in providing services to children and families enrolled in our classroom-based options:

- Positive interactions and relationships with adults provide a critical foundation for successful learning
- Social-emotional competence is a significant factor in school success
- Constructive, purposeful play supports essential learning
- The physical environment affects the type and quality of learning interactions
- Teacher-family partnerships promote development and learning

The CVHS home visiting curriculum, *Growing Great Kids*, is an evidence-based curriculum that aligns with the Head Start Early Learning Outcomes Framework. The research-based principles of Strengthening Families and The Protective Factors Framework were foundational in the development of the Growing Great Kids, or G GK curriculum. Protective factors are characteristics or strengths of individuals, families, communities or societies that act to mitigate risks and promote positive well-being and healthy development. The five key protective factors include<sup>10</sup>:

- Parental Resilience
- Social Connections
- Knowledge of Parenting & Child Development
- Concrete Support in Times of Need
- Social and Emotional Competence of Children

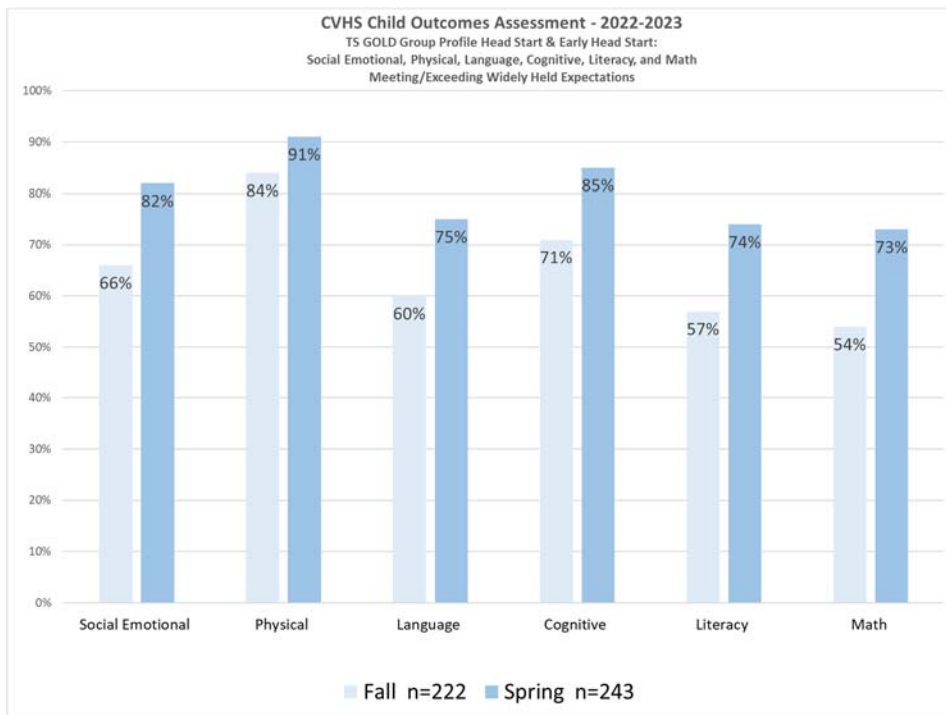
CVHS staff plan curriculum to include goals in the areas of social emotional development, approaches to learning, literacy, language development, math, science, logic and reasoning, social studies, creative arts, and physical health and development. These areas of development and learning guide staff in the provision of materials and activities offered to prepare children for kindergarten. Experiences are provided to meet each child's individual needs and stimulate learning, with strong emphasis on language/cognitive skills, early literacy

---

<sup>10</sup> Center for the Study of Social Policy; Protective Factors Framework

skills, and the development of positive social skills. Health educational activities include daily tooth brushing and monthly nutrition activities. Staff utilize an individualized observation and planning process for each child/family. Staff assess, with the parent, the child's developmental strengths and needs. Information is obtained through informal interviews with the parent, observations of the child, developmental screenings, and the Teaching Strategies Gold, or TS GOLD, online assessment. This information is then used to individualize services for children and families.

The CVHS Education Coordinator analyzes data to generate individual and program-wide TS GOLD reports three times per program year (four for EHS). Child outcomes data is shared with all staff, families, Policy Council, collaborative partners and CVOEO Board outlining strengths and areas for improvement. Teachers and home visitors use individual and group profile reports to plan curriculum which offers materials, activities and experiences for learning through play in all areas. Staff and families review child specific reports to share each child's strengths and set goals together. Group profile reports are generated to help guide curriculum for specific groups and identify areas of support/supervision. TS GOLD is used to track and measure school readiness goals. After the culmination of each program year, a summary of trends in all component areas assists staff in determining progress towards overall school readiness goals. This information is used to help gather resources for staff and families, plan trainings, purchase materials, and guide future school readiness goals.



CVHS assists parents in monitoring their child's developmental growth and supports parents in accessing additional resources for their children, as needed. CVHS staff collaborates with Special Education and Early Intervention providers, and children's services are often provided in our classrooms. CVHS staff, parents and collaborating agencies plan activities to support children's transition to kindergarten. Such opportunities may include Head Start children and families attending school functions or libraries, going on classroom visits, meeting with kindergarten teachers, principals and special educators, attending school-sponsored "transition fairs," utilizing school facilities, and accessing school meal programs.

## Funding

*The total amount of public and private funds received and the amount from each source*

For the period starting 11/01/2022 to 10/31/2023 CVHS received funding as follows:

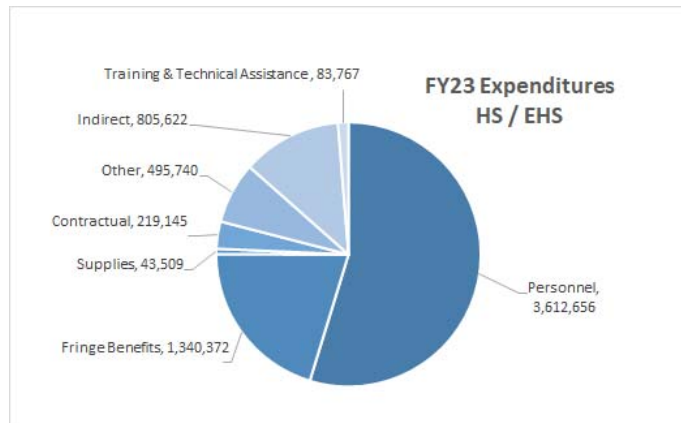
Funding Source	Amount
U.S. Department of Health and Human Services	\$6,600,811
ARPA- HS/EHS	\$224,185
Delta Dental	\$20,342
USDA	\$89,003
Vermont State Funds	\$228,965
CRRSA Childcare	\$95,446
Building Bright Futures	\$3,800
Miscellaneous	\$1,094

## Expenses

*An explanation of budgetary expenditures and proposed budget for the fiscal year*

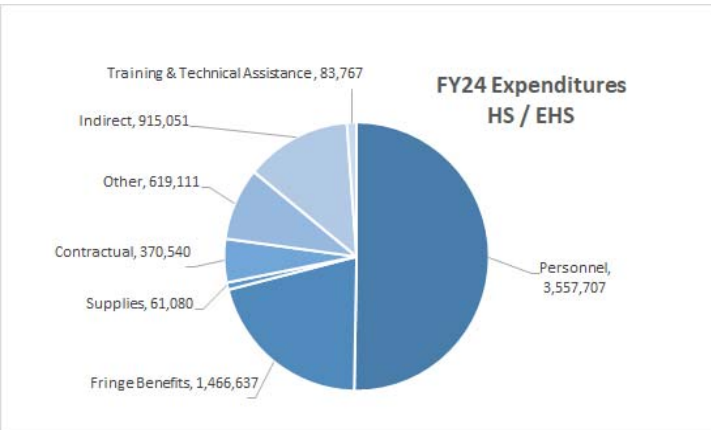
Budgetary Expenditures November 1, 2022 – October 31, 2023

FY23 HS / EHS Expenditure	
Personnel	\$ 3,612,656
Fringe Benefits	\$1,340,372
Supplies	\$43,509
Contractual	\$219,145
Other	\$495,740
Indirect	\$805,622
Training & Technical Assistance	\$83,767
<b>Total</b>	<b>\$6,600,811</b>



**Proposed Budgets: HS/EHS FY23 (11/01/2022 – 10/31/2023)**

<b>FY24 HS / EHS Proposed</b>	
Personnel	\$3,557,707
Fringe Benefits	\$1,466,637
Supplies	\$61,080
Contractual	\$370,540
Other	\$619,111
Indirect	\$915,051
Training & Technical Assistance	\$83,767
<b>Total</b>	<b>\$7,073,893</b>



## Results of Recent Audit & Reviews

*The results of the most recent review by the Secretary and the financial audit*

### Financial Audit

CVOEO’s most recent audit looked at CVOEO for the period of October 1, 2022 through September 30, 2023, which is CVOEO’s fiscal year. The audit was for the whole of CVOEO which includes CVHS, Weatherization, Financial Futures, Voices Against Violence, and all of CVOEO’s other programs combined.

The audit was completed on February 5th and was presented to the CVOEO Board of Directors on February 27th. The auditors gave CVOEO an “unmodified opinion” which is the highest grade that the auditors can assign.





255 South Champlain Street, Suite 10, Burlington, VT 05401  
802 651 4180 T | 802 658 0983 F | [champlainvalleyheadstart.org](http://champlainvalleyheadstart.org)

## Programmatic Updates

---

*A summary of upcoming programmatic changes for CVHS*

In June of PY2021-22, Champlain Valley Head Start submitted a Change in Scope (CIS) application to the Office of Head Start. The CIS requested permission to operate an Early Head Start locally-designed option (LDO), specifically tailored to meet the needs of New American families. Programs are permitted to operate LDOs, which are often alternative approaches to providing services, and include a combination of program options, to better meet unique needs of their communities. CVHS proposed to establish the *Family Connections Program*, an LDO that would build off current models in the community through the parent-child network, while providing a slightly more structured environment. A goal of the option is to capitalize on caregiver-child interactions, the opportunity to build trust and safety in relationships within families, with peers and community, and within our program.

The *Family Connections Program* launched in PY22-23, and by the end of PY23-24 was fully enrolled, with additional families interested in applying when spots become available.

In response to the Office of Head Start's *Full Enrollment Initiative*, and the ongoing early education workforce crisis, Champlain Valley Head Start submitted a Change in Scope application, which is currently pending approval, with a proposed enrollment reduction of 22%. The reduction in enrollment, paired with sustained funding levels, would allow CVHS to invest the funding 'surplus' in staff wages, helping to close the wage gap disparity between school district and non-school district early education positions.

CVHS will be submitting a baseline grant proposal application August 1, 2024, for the next 5-year grant cycle. This application will outline programmatic, budget, and systems-based updates for 2024-2029, as well as highlight school-readiness and program goals to help guide the work of CVHS moving into the next grant cycle.