ANNUAL REPORT
PROGRAM YEAR 2023-2024

METROPOLITAN CHILDREN AND YOUTH INC
UNITED CHILDREN AND FAMILY HEAD START

https://www.ucfhs.org/

9641 Harper Avenue – Detroit, Michigan 48213 – Phone: (313) 432-1000 – (313) 432-1030

UCF HEAD START
2023-2024 ANNUAL REPORT

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MESSAGE FROM THE DIRECTOR

CHILDREN FIRST

United Children and Family Head Start's motto is "Children First." Although we did not invent the phrase, we have embraced it for over 45 years. The ultimate goal of United Children and Family Head Start is to provide children with a "Head Start" and instill in them the ability to ensure future generations will be eligible for our services and also to bring about a greater degree of social competence in preschool children.

These goals are reflective of the interrelatedness of cognitive, intellectual, and social development, physical and mental health, and nutritional needs. Also, having skilled staff, managing resources efficiently and effectively, and developing and implementing systems and processes to ensure compliance with all requirements of providing high-quality services to children and their families.

I am proud to share with you our Annual Report for 2023-2024, which highlights the great work of our Head Start and Early Head Start staff and what they are doing for children and families in Northeast Detroit that support a child's learning for school readiness and a lifetime of academic success.

While I am thrilled at the work done over the past year, I am even more excited to continue expanding the high-quality services United Children and Family Head Start is known for. During the 2024-2025 program year, we will continue to strive for progress in early education and family services. Please visit us at www.ucfhs.org.

Thank you to all the Head Start families, Policy Council members, Community Partners and UCFHS Board of Director's for your continued support and cooperation.

Sincerely,

Lance Reed
Executive/Head Start Director

WHAT IS HEAD START?

Head Start is a federally funded program for preschool and family development program for low-income children and families providing the following services:

- Education: to prepare children to be school ready for kindergarten
- Developmental Screens: to meet the individual needs of the child.
- Health: Help children be healthy
- Nutrition: provide healthy meals and snacks
- Mental Health: address children's emotional health
- Special Needs: support children's disability needs
- Family: help parents enhance their strengths and help in times of need
- Parent engagement: encourage families to be active in their child's education.
- Community Partnerships: assist families with community resources.
- Family Fun Nights: celebrating family and friendships.
- Transition: activities to prepare children and families for kindergarten

OUR MISSION

VISION

- **S**hared success
- **S**ustainable knowledge
- **S**triving for excellence
- **S**trong family unit
- **S**afe environments
- **S**upportive communities

MISSION STATEMENT

United Children and Family Head Start provides comprehensive educational and developmental services for pregnant women and children 0-5, with a strong foundation of school readiness and lifelong success.

HISTORY

In 1979, Metropolitan Baptist Church Children and Youth Inc. successfully submitted a proposal and became one of the first delegate agencies of the City of Detroit, Neighborhood Services Department. In June 2014, Metropolitan Children and Youth Inc., United Children and Family Head Start became a Birth to Five Grantee. During the 2023/2024 program year, the agency was funded to serve 350 children and their families and 16 pregnant women in the Northeast quadrant of the city.

PY 2023/2024 LOCATIONS

UCF CENTERS

Harper/Gratiot
9641 Harper Ave. Detroit, MI 48213

Mt. Calvary
17100 Chalmers Detroit, MI 48205

Regent Park Detroit, MI 48205
16257 Bringard Drive

CHILD CARE PARTNERSHIP SITES

Kids-In-Zion
15600 Evanston Detroit, MI 48224

FUNDED ENROLLMENT BY FUNDING SOURCE

Head Start - 302
Early Head Start – 64
- Infants and Toddlers – 48
- Pregnant Women - 16

ACTUAL ENROLLMENT

Head Start Children - 234
Early Head Start – 48
- Infants and Toddlers – 24
- Pregnant Women - 16

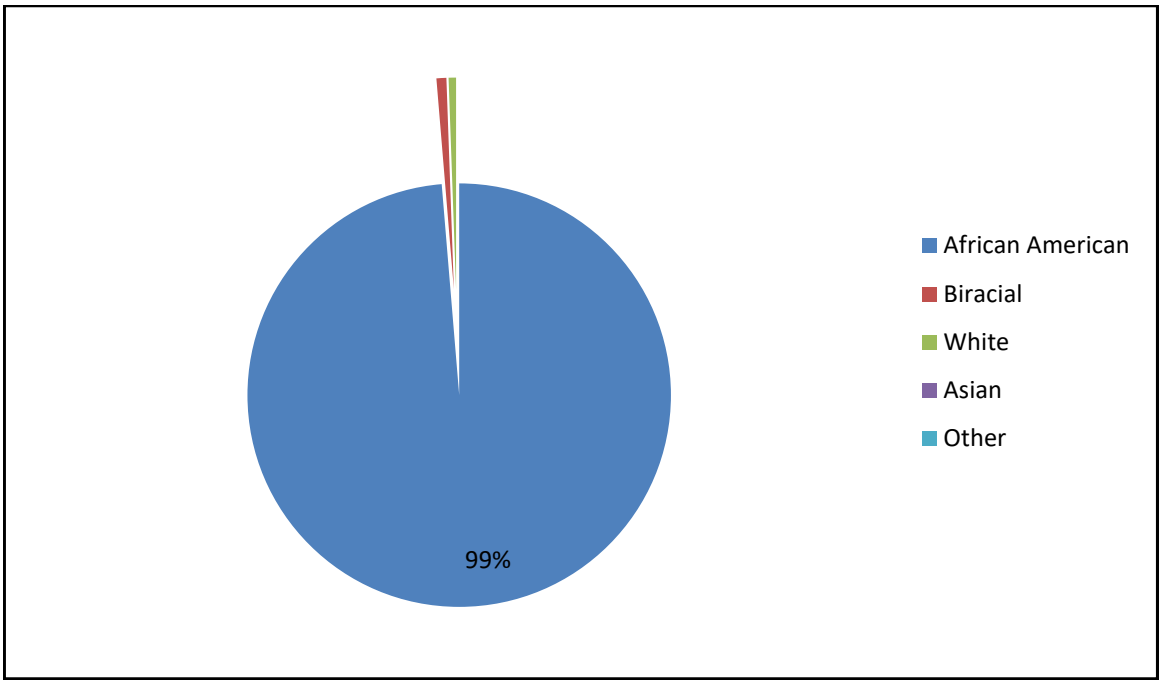
CUMULATIVE ENROLLMENT

Head Start Children: 320
Early Head Start: 79
- Children: 62
- Pregnant Women: 17

ATTENDANCE BY FUNDING SOURCE

Head Start Children: 72%
Early Head Start: 75%

Race of Children Served:



FUNDING

During the 2023–2024 budget year (December 1, 2023–November 30, 2024), United Children and Family Head Start (UCFHS) received $5,635,728 in federal grant funding from the U.S. Department of Health and Human Services, Administration for Children and Families, to support its Head Start and Early Head Start programs. Additionally, the agency received $176,235 in In-Kind Non-Federal Share contributions.

UCFHS also received $152,692 through the Child and Adult Care Food Program (CACFP), funded by the U.S. Department of Agriculture and administered through the Michigan Department of Education, for the period October 2023–September 2024.

Additional funding included $300,902 from the Great Start Readiness Program (GSRP), through Wayne Regional Educational Service Agency (Wayne RESA), for the period October 2023–September 2024, and $18,250 through the Pedals Grant.

These funding sources supported the agency's efforts to provide comprehensive early childhood education, nutrition, and family support services to children and families throughout the communities it serves.

MAIN BUDGET

2023/2024 Fiscal Year

	GSRP (October 1 – September 30)	Head Start/Early Head Start (December 1 – November 30)
Salaries & Wages	**$183,423**	**$3,285,993**
Fringe Benefits	**$91,712**	**$1,383,858**
Travel	**$858**	**$15,600**
Supplies	**$922**	**$17,090**
Contractual	**$36,000**	**$1,166,905**
Other		**$821,582**
Training & Technical Assistance		**$87,898**
Total	**$312,915**	**$6,778,926**

EXPENSES

2023/2024 Fiscal Year

	Head Start & Early Head Start	CACFP	GSRP
Salaries & Wages	**$2,434,725**		**$174,945**
Fringe Benefits	**$1,009,877**		**$76,257**
Staff Travel	**$17,026**		
Supplies	**$68,575**		
Contractual	**$1,161,752**		**$49,700**
Other	**$858,321**	**$152,692**	
General T&TA	**$85,452**		
Total	**$5,635,728**	**$152,692**	**$300,902**

EDUCATION AND DEVELOPMENT TOOLS AND APPROACHES

Curriculum
UCFHS's center-based programs use the HighScope Curriculum. By using the HighScope curriculum staff are able to plan for and prepare at risk children to acquire and develop school readiness skills that are essential to them as they transition out of Head Start into kindergarten.

Measurement of Service Effectiveness and Quality
UCFHS uses the Classroom Assessment Scoring System (CLASS) and the Preschool Program Quality Assessment (PQA) to measure the quality of the program. Classrooms are assessed twice a year: once in the fall and again in the spring.

Child Screening
UCFHS uses the Brigance Early Childhood Screen III for 0-35 months and the Head Start Brigance Screen III for the Head Start program to screen children enrolled in the program. Children will be given a pre and post screen to track children progress in the program.

Development of School Readiness Goals
UCFHS regularly develops individualized, developmentally appropriate school readiness goals for every child; these are reviewed at least every month or more often as needed. When developing the School Readiness Goals process, UCFHS aligned the goal with the Head Start Child Development and Learning Framework, State Standards, HighScope COR Advantage and the Kindergarten expectations for the State of Michigan.

The goals are written to express the desired child outcomes in Early Head Start and Head Start programs and each goal is measurable and developmentally appropriate.
By assessing the children's using the COR Advantage, we are able to gain insights into each child's strengths, knowledge, interests, and skills for periods (check point) 1,2 and 3.

COR (Child Observation Record) Outcomes

Head Start Assessment Data PY 2023-2024

Head Start Domain	Period 1	Period 2	Gains	Period 3	Gains
Physical Development & Health	3.44	4.34	0.90	5.09	0.75
Social & Emotional Development	3.60	4.46	0.86	5.01	0.55
Approaches to Learning	3.95	4.95	1.00	5.52	0.57
Language, Literacy, and Communication	3.45	4.25	0.8	4.78	0.53
Mathematics Knowledge & Skills	3.55	4.30	0.75	5.10	0.80
Science and Technology	3.79	4.62	0.83	5.27	0.65
Creative Arts Expression	3.69	4.40	0.71	5.15	0.75
Social Studies Knowledge & Skills	3.56	4.45	0.89	5.03	0.58

Early Head Start Assessment Data PY 2023-2024

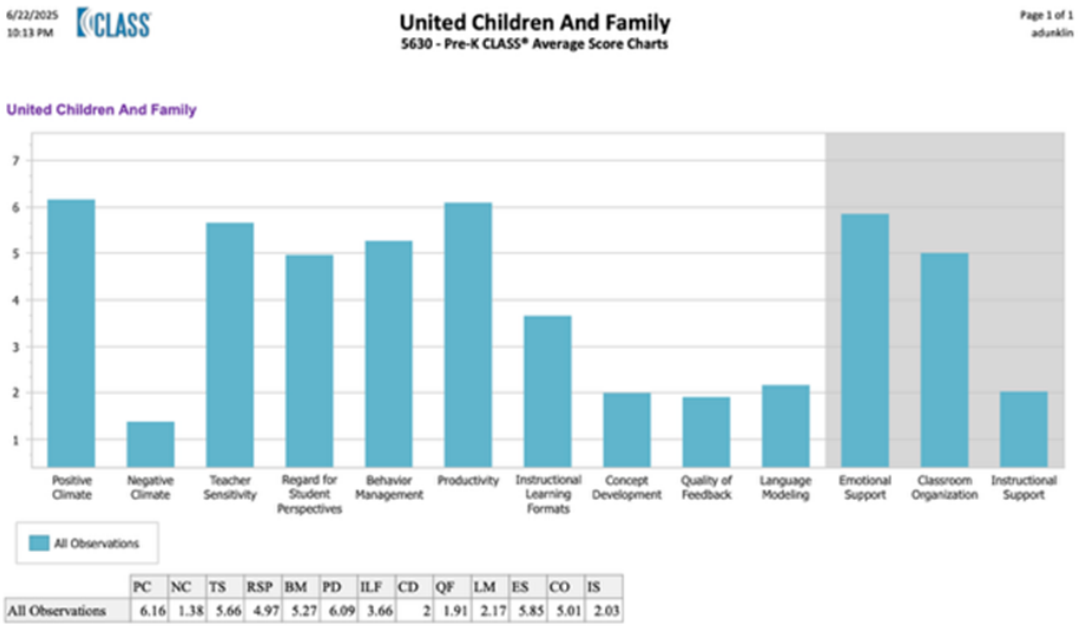
Early Head Start Domain	Period 1	Period 2	Gains	Period 3	Gains
Approaches to Learning	2.06	2.25	0.19	2.51	0.26
Social and Emotional Development	2.31	2.53	0.22	2.63	0.10
Physical Well-Being and Motor Development	2.97	2.98	0.01	3.24	0.26
Language and Literacy, Communication	1.87	2.06	0.19	2.33	0.27
Mathematics	1.74	1.91	0.17	2.21	0.30
Creative Arts	2.03	2.32	0.29	2.68	0.36

Early Head Start Domain	Period 1	Period 2	Gains	Period 3	Gains
Science and Technology	1.78	1.97	0.19	2.34	0.37
Social Studies	1.96	1.97	0.01	2.46	0.49

CLASSROOM ASSESSMENT SCORING SYSTEM (CLASS) SCORES

Teacher effectiveness is one of the most important factors impacting the quality of early education programs. The program uses the Classroom Assessment Scoring System (CLASS) tool to help ensure the highest quality of care in classrooms to promote development, school readiness, and positive child outcomes. CLASS observations were conducted by CLASS reliable staff.

CLASS: Pre-K is an observation instrument used in all HS center-based preschools that assesses interactions on a seven-point scale (seven being the highest) between children and teachers in three broad domains: Emotional Support, Classroom Organization, and Instructional Support. Emotional Support assesses the degree to which teachers establish and promote a positive climate in their classroom through everyday interactions. Classroom Organization assesses classroom routines and procedures related to the organization and management of children's behavior, time and attention in the classroom. Instructional Support assesses the ways in which teachers implement the curriculum to effectively promote cognitive and language development.



	PC	NC	TS	RSP	BM	PD	ILF	CD	QF	LM	ES	CO	IS
All Observations	6.16	1.38	5.66	4.97	5.27	6.09	3.66	2	1.91	2.17	5.85	5.01	2.03

Transition
The Education and Family and Community services staff work together with parents and schools to ensure that the transition of children to kindergarten works smoothly. Kindergarten teachers visit Head Start centers virtually and shared program information and expectations with parents. Head Start children did not visit kindergarten classrooms (the "Big School"). Each family received information, resources, supplies, and activities for parents to work on with their children over the summer months. Resources were shared with the parents and families for children that were transitioning to kindergarten.

FAMILY SERVICES

Parents are recognized as their children's primary teachers and nurturers. Intentional strategies are implemented to engage parents in their children's learning and development. Staff support family well-being and address the needs of families through community partnerships.

PARENT, FAMILY AND COMMUNITY ENGAGMENT

UCFHS utilizes the Parent, Family and Community Engagement (PFCE) Framework as a road map for progress in achieving positive outcomes for children and families. Our approach includes a variety of strategies for each parent and family engagement outcome:

1. Family Well Being
2. Positive Parent—Child Relationships
3. Families As Lifelong Educators
4. Families as Learners
5. Family Engagement in Transitions
6. Family Connections to Peers and Community
7. Families As Advocates and Leaders

We welcome all families. We use the Family Partnership Agreement as a tool to build relationships and support families in meeting their needs and goals in which all of our families participated. We link families to support systems and resources in the community. We provide opportunities for parents to learn about child development and child health and safety. We provide opportunities and support parents in working toward their own education and training goals. We provide opportunities for parents to take on leadership roles through the parent committee and policy council and share information with them to become advocates for their children, families, and community. We engage with parents as equal partners in learning about their child, acknowledging that the parent is the child's first teacher. We constantly connect with families to gather information about their child and share information about their child's development. We encourage parent-to-parent support.

Parent training is provided at each center on a regular basis. Required topics include orientation, program governance, child abuse and neglect, substance abuse, domestic violence, safety, literacy, advocacy, consumer education, health, nutrition, food handling, curriculum, kindergarten readiness, financial literacy, parenting, stress management, goal setting, and building self-esteem. We are implementing Love and Logic curriculum, a research-based parenting curriculum.

To assist families in meeting their needs, UCF staff takes an active role in forming viable community partnerships with local service organizations and other providers throughout our service area. UCF also participates on a variety of advisory boards as well as local committees which provide assistance to low-income, at-risk children and families.

Key partnerships include Matrix Human Services, Neighborhood Services Organization, Leaps and Bounds Family Services, and Detroit Parent Network.

Parent Survey Results: PY: 2023/2024

Please rate the following services and resources offered by the State of Michigan Department of Human Services, Wayne County, and the City of Detroit using this scale to check one box for each survey item:

5 = Very Satisfied, 4= Satisfied, 3= Dissatisfied, 2= Very Dissatisfied, 1= Don't Know, 0=Does not apply

In addition, parents were asked if they were an Early Head Start Parent, Head Start Parent or Both Early and Head Start Parent. Parents responses were:

Are you an Early Head Start parent, Head Start parent, or both	Early Head Start	Head Start	Both Early and Had Start
Answer Choices Responses	26=55%	31=14%	9=3%

State of Michigan, Wayne County, and City of Detroit Services

Survey Items	5	4	3	2	1	0
1. The Temporary Assistance for Needy Families (TANF) Cash Assistance	44=16%	9=3%	1=0.37 %	2=1% (0.74)	8=3%	0=0%
2. Supplemental Nutrition Assistance Program/Food Assistance Program (SNAP/FAP)	34=13%	21=8%	1=0.37 %	0=0%	4=1%	4=1%
3. MICH WORKS Job Training Program	44=16%	9=3%	0.37=2 %	2=1% (0.74)	8=3%	0=0%
4. Child Care Assistance provided by the Child Development and Care Program (CDC)	21=8%	17=6%	0=0%	1=0.37 %	6=2%	18=7 %
5. Health insurance coverage available to parents and other low-income adults (Medicaid/Healthy Michigan Program)	31=12%	23=9%	0=0%	1=0.37 %	4=2% (1.49)	3=1%
6. Health insurance coverage available to pregnant women through Maternal Infant Health Program (MIHIP)	22=8%	21=8%	0=0%	0=0%	2=1% (0.74)	17=6 %
7. Health insurance coverage available to children (MICHILD/CHIP)	30=11%	21=8%	1=0.37 %	2=1%	3=1%	5=2%
8. The Early Head Start/Head Start Program	53=20%	7=3%	0=0%	1=0.37 %	1=0.37%	0=0%
9. Detroit Public Schools Pre-School	20=7%	19=7%	0=0%	1=0.37 %	4=1%	18=7 %
10. The Great Start Program	33=12%	10=4%	1=0.37 %	0=0%	6=2%	12=4 %

11. Public transportation services (e.g. bus, train)	19=7%	15=6%	2=1% (0.74)	4=1%	5=2%	16=6 %
12. Private transportation services (e.g. taxicab, van pick-up, Lyft, Uber)	10=4%	25=9%	3=1%	2=1%	5=2%	19=7 %
13. Transportation to clinics or doctors' offices	10=4%	19=7%	2=1% (0.74)	1=0.37 %	7=3%	21=8 %
14. The location of local health care providers	14=5%	30=11 %	0=0%	1=0.37 %	4=1%	10=4 %
15. "Free" clinics that don't require health insurance	17=6%	20=7%	0=0%	1=0.37 %	10=4%	11=4 %
16. Emergency Medical Response (EMS) Services	17=6%	24=9%	2=1% (0.74)	2=1% (0.74)	7=3%	7=3%
17. Police Services	14=5%	18=7%	8=3%	2=1% (0.74)	10=4%	7=3%
18. Fire Services	17=6%	25=9%	1=0.37 %	2=1% (0.74)	6=2%	8=3%
19. Education and outreach to parents for immunizations	19=7%	26=10 %	0=0%	1=0.37 %	6=2%	7=3%
20. Education and outreach to parents about child development	21=8%	26=10 %	1=0.37 %	1.37=0 %	5=2%	5=2%
21. Programs serving children with mental or physical disabilities	15=6%	21=8%	1=0.37 %	2=1% (0.74)	5=2%	14=5 %
22. Programs serving the homeless	13=5%	17=6%	4=1%	4=1%	7=3%	12=4 %
23. Amount of affordable or low-income housing	12=4%	14=5%	9=3%	9=3%	6=2%	6=2%
24. Programs to address issues related to drugs and alcohol	13=5%	19=7%	3=17%	2=1% (0.74)	10=4%	9=3%
25. Violence is not a problem in my community	10=4%	10=4%	17=6%	17=6%	2=1% (0.74)	0-0%
26. There are enough grocery stores in my community	11=4%	20=7%	16=6%	7=3%	2=1% (0.74)	0=0%
27. I live close to one or more grocery stores	17=6%	31=12 %	5=2%	2=1% (0.74)	1=0.37%	0=0%
28. I can access fresh fruits, vegetables, and healthy food products in my community	18=7%	30=11 %	4=1%	2=1% (0.74)	2=1% (0.74)	0=0%
29. Streets are well lit in my community	9=3%	18=7%	19=7%	9=3%	1=0.37%	0-0%
30. There are enough playgrounds and recreational facilities in my community	9=3%	20=7%	18=7%	7=3%	2=1% (0.74)	0=0%

***Note the calculations are based on 65 surveys returned by parents**

HEALTH SERVICES

By the numbers for children:
From July 2023 to June 2024

Head Start	Early Head Start
Physicals: 93% Dentals: 93% Medical Insurance: 230 Medicaid= 217 Private Insurance= 13 Children's health Insurance= 0 Combined Medicaid/CHIP= 0	Physicals: 95% Dentals: 93% Medical Insurance: 40 Medicaid= 36 Private Insurance= 4 Children's health Insurance= 0 Combined Medicaid/CHIP= 0

MENTAL HEALTH SERVICES

United Children and Family Head Start classrooms are observed by a mental health professional twice a year. The Mental Health Consultant along with the Health and Mental Health Specialist and Education and Disability Specialist confers with the parents and teaching staff to develop strategies as well as techniques that will help children who are exhibiting challenging behavior within the classroom environment or at home. The Ages and Stages Questionnaire tool is completed by the parent at the time their child is administered the Brigance Screening. It provides a standardized measure of social/emotional skills. Parents are given opportunities to express any concerns they may have about their children through case management meetings, parent meetings, parent teacher conferences and home visits.

DISABILITY SERVICES

By the numbers:

Number of children with Individualized Education Program (IEP): 28
Speech and language: 28

Number of children with Individualized Family Service Plan (IFSP): 4

NUTRITION SERVICES

As part of the initial health screening, a child's height, weight, body mass index (BMI) and hemoglobin (iron) are measured, and a nutritional assessment is completed and shared with parents. Growth is measured and charted once a year. In an effort to combat the problems of childhood weight issues, the Registered Dietician and center staff members work to help children and families understand the importance of health and nutrition through regular nutrition education. Body Mass Index (BMI) for preschoolers June 2024:

- Underweight 23 children
- Overweight 95 children
- Special Diets 24 children

Food service included meals with fresh fruits/vegetables, a variety of whole grains, and iron rich foods and 1/3 – 2/3 of the children's daily nutritional requirements. Family style meal service children allowed children to learn appropriate eating patterns and meal time behavior; practice decision-

making, sharing, and communicating with others; and develop muscle control and eye-hand coordination for healthy development and socialization.

FATHERHOOD INITIATIVE

Our male involvement group, "UCF Men in Action", mission is to build a community of fathers and other male figures that are capable of affirming the dignity and self-esteem of UCF Head Start fathers, other male figures and role models, families, and the community by strengthening and enhancing the bonds that exist between fathers and their children. Fathers/father figures were given opportunities to participate in activities and services such as: seminars, workshops, man to man discussions, and father-child classroom activities.

TECHNOLOGY

Utilizing technology to enhance the overall effectiveness and efficiency of program operations continues to be a priority. UCF has continued to make a substantial investment in order to stay abreast of technological advances. The agency is using the ChildPlus data base as a management tool at all levels allowing center supervisors and family support workers local entry of data and immediate access to reports and lists that provide vital information for managing their centers. Program Specialists and Administrators use the data to track progress in areas such as: enrollment, educational outcomes, health screenings and assessments and follow-up, immunizations, and family outcomes. Data driven decision making is essential to have positive outcomes for children and families

STAFFING

Head Start Classroom Staff:
Teachers with Bachelor's Degrees in Early Childhood or Child Development: 100%
Assistant Teachers with Associates Degrees in Early Childhood or Child Development: 100%

Family and Community Engagement Staff:
Family Support Workers have a Bachelor degree in social or human services.

Nutrition Services Staff:
Food Service Workers will have a high school diploma or GED and have Serve-Safe certification.

VOLUNTEERS

Parent and community volunteers serve in various capacities for UCF including classroom assistants, nutrition and food service, building and grounds upkeep, reading, and storytelling, program governance, and providing training and resources.

SELF ASSESSMENT

The annual self-assessment is a tool used to monitor progress toward program goals, compliance with Head Start regulations, and effectiveness in promoting school readiness. The data gives the program a chance to identify and make appropriate course corrections. The self-assessment team included Head Start Birth to Five parents, Board members and Community Representative. The annual self-assessment was completed March 2024. The results were approved by the Policy Council and Board of Directors March 2024.

COMMUNITY NEEDS ASSESSMENT

The agency completes a comprehensive community needs assessment every three years with annual updates. The needs assessment along with other program data informs program decision making for current and future services. The triennial comprehensive needs assessment was approved by the Board of Directors in July 2024. Annual updates include changes in demographics and current work/school schedules for families involved in the program. The annual update was approved by the Board of Directors in April of 2024.

RESULTS OF THE MOST RECENT FINANCIAL AUDIT

The annual financial audit is taken to the Board annually for approval. The Independent Auditor's report By Alan C. Young & Associates, P.C., through November 2024 indicated the findings or questioned costs in compliance with the requirements described in the US Office of Management and Budget Uniform Guidance. The most recent audit found a material weakness in internal control over financial reporting and significant deficiencies in federal awards. A copy of the independent audit is available upon request.

2023/2024 GOVERNING BOARD OFFICERS:

Mr. Yurii Musleh, Chairperson Education, Aeronautics
Mrs. Rosalie Trent, Vice Chairperson Early Childhood, Administration
Ms. Sharletta Hall, Treasurer Accounting
Ms. Robyn Brooks, Parliamentarian Law

2023/2024 GOVERNING BOARD MEMBERS:

Ms. Charmaine Johnson Education
Cheryll Denise Green Secretary
Karla Manica Policy Council Chairperson

9641 Harper Ave, Detroit, MI 48213
(313) 432-1000

United Children and Family Head Start Locations

Our Head Start staff members offer your child love, acceptance, understanding, and the opportunity to learn and experience success. Head Start children socialize with others, solve problems, and have other experiences which help them become self-confident. The children also improve their listening and speaking skills.

Harper / Gratiot Address: 9641 Harper Avenue Detroit, MI 48213 Telephone: 313 432-1010 Hours of Operation: Monday-Friday 8AM-4PM
Mt. Calvary Address: 17100 Chalmers Detroit, MI 48205 Telephone: 313-372-9055 Hours of Operation: Monday-Friday 8AM-4PM
Kid's-In-Zion Address: 15600 Evanston Detroit, MI 48224 Telephone: 313 647-4252 Hours of Operation: Monday-Friday 8AM-4PM
Regent Park Address: 16257 Bringard Drive Detroit, MI 48205 Telephone: 313-499-1074 Hours of Operation: Monday-Friday 8AM-4PM