



ANNUAL REPORT 2019-2020

Community Improvement Council, Inc.

Email: info@cicheadstart.org

Website: <http://cicheadstart.org>

Tel: 434-793-5710

Address: 540 Holbrook Street
Danville, VA 24541



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ADMINISTRATION

Program Information

Community Improvement Council, Inc. – Head Start is a nonprofit organization receiving Office of Head Start funding established to serve low-income children and families in Danville, Virginia. Services offered include, but are not limited to, comprehensive quality education and family support services.

Program Design

Grant Name: Community Improvement Council, Inc.

Grant Number: 03CH3443

Agency Type: Private/Public Non Profit (Non-CAA)

Center Type: Center Based Option

Number of Classes: 12 (204 students)

Number of Duration Classes: 6 (102 students)

Mission

Community Improvement Council, Inc. – Head Start is to provide a flexible comprehensive quality service to income eligible children and children with disabilities in their early stages of development and their families, through training and educational programs which will enhance their fullest potential for reaching future goals.

GOVERNANCE

Board of Directors

The Board of Directors is the highest governing body of CIC, Inc. It is comprised of 12 community members and parents. In accordance with § 1301.3(c), Board advisory committees are established for effective governance including fiscal and legal expertise. The Board of Directors meetings are held quarterly.

Bryan Price *Board Chairperson*
 Jerry Williams *Board Vice Chairperson*
 Gary Wasson *Treasurer*
 Patricia Daniel *Secretary*
 Norma Brower
 Latoriah Conway
 Traci Daniels
 Debra Hairston
 Jennifer Gregory
 Janet Gwynn
 Marty Jackson
 Tyrell Payne



Policy Council

The Policy Council is a governing body of CIC, Inc. that provides oversight in the strategic direction of the organization. It is comprised of 19 community members and parents. The Policy Council meetings are held monthly.

Marty Jackson *Chairperson*
 Latifah Payne *Vice Chairperson*
 Lolita Brandon *Secretary*
 Hannaisha Coleman *Assistant Secretary*
 Marisha Tucker *Treasurer*
 Thomas Gunter
 Janae Hairston
 Patrick Wagstaff
 Maria Quintero Cisneros
 Latoria Conway

Lavern Ferrell
 Jasmine Foster
 Menasha Graves
 Janea Hairston
 Samantha Hood
 Sade Jackson
 Tiffany Kirby
 Joan McSpadden
 Nicole Warren

COMMUNITY ENGAGEMENT

Community Collaboration

Community Improvement Council, Inc. has partnered with various community organizations to promote a diverse educational experience for all participants and their families. Programs include, but are not limited to, visits from local law enforcement, Averett University's Day-to-Engage and Week-to-Engage, Growing Up Musically, DCC Teach, and YMCA water safety courses.



Special Projects/Funding

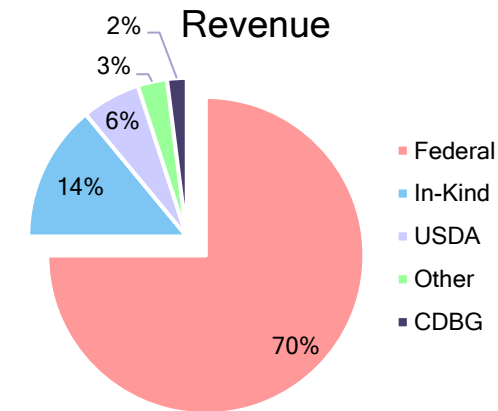
Specialized funding through local grants allot CIC, Inc. the opportunity to provide high quality services that are enjoyable and safe. Specialized funding and non-federal share donations afforded the organization the following: facility renovations, classroom supplies, field trips, health screenings, specialized educational opportunities, and so much more.



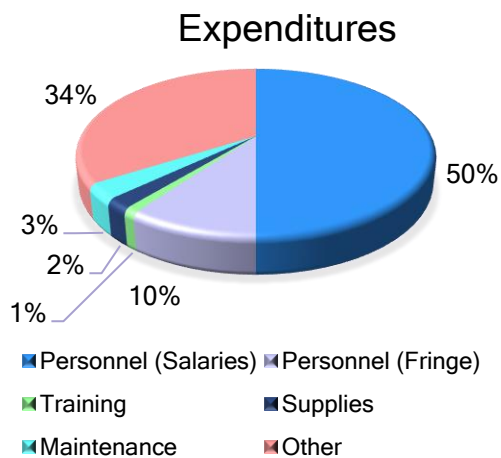
FINANCE

The program received Federal funds in the amount of \$1,830,830 with an In-Kind match of \$330,648 that was received through donations of time and services.

2019-2020 Actual Budget



Source of Revenue		Total %
Federal	1,830,830	75%
In-Kind Contributions	330,648	14%
USDA	143,477	6%
Other/ Private Grants	81,631	3%
CDBG	43,320	2%
Total	2,427,479	100%



Expenditures		
Personnel (Salaries)	1,262,677	50%
Personnel (Fringe)	252,515	10%
Supplies	77,268	2%
Maintenance/Repairs	57,795	3%
Training	22,800	1%
Other	488,425	34%
Total	2,161,480	100%

2020-2021 Proposed Budget	
Personnel	\$1,301,565
Fringe Benefits	\$239,569
Travel	\$5,430
Supplies	\$53,300
Contractual	\$20,600
Other	\$167,379
Total Proposed Funding	\$1,787,843

**With In-Kind match of \$446,961.

AUDIT

COMMUNITY IMPROVEMENT COUNCIL, INC.

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

See Independent Auditors' Report on Compliance for Each Major Program
and on Internal Control Over Compliance Required by the Uniform Guidance

Summary of Auditors' Results

1. The auditor's report expresses an unqualified opinion on the financial statements of Community Improvement Council, Inc.
2. No material weaknesses or significant deficiencies relating to the audit of the financial statements are reported in the Independent Auditor's Report On Internal Control Over Financial Reporting And On Compliance And Other Matters Based On An Audit Of Financial Statements Performed In Accordance With Government Auditing Standards.
3. No instances of noncompliance material to the financial statements of Community Improvement Council, Inc., which would be required to be reported in accordance with Government Auditing Standards, were disclosed during the audit.
4. No material weaknesses or significant deficiencies relating to the audit of the major federal award program was reported in the Independent Auditor's Report On Compliance For Each Major Program And On Internal Control Over Compliance Required by the Uniform Guidance.
5. The auditor's report on compliance for the major federal award program for the Community Improvement Council, Inc. expresses an unqualified opinion on its major federal program.
6. No audit findings that are required to be reported in accordance with Section 200.516 of the Uniform Guidance were disclosed during the audit.
7. The program tested as a major federal program was:
Head Start - CFDA Number 93.600
8. The threshold used for distinguishing between Type A and B programs was \$750,000.
9. The Community Improvement Council, Inc. qualified as a low-risk auditee.

FINDINGS — FINANCIAL STATEMENT AUDIT

None

FINDINGS AND QUESTIONED COSTS — MAJOR FEDERAL AWARD PROGRAMS AUDIT

None

MONITORING/REVIEW



ADMINISTRATION FOR
CHILDREN & FAMILIES

Office of Head Start | 4th floor Switzer Memorial Building, 330 C Street SW, Washington DC | eclkc.ohs.acf.hhs.gov

To: Board Chairperson

Mr. Bryan Price
Board Chairperson
Community Improvement Council, Inc.
540 Holbrook St
Danville, VA 24541-1661

From: Responsible HHS Official

Ms. Ann Linehan
Acting Director, Office of Head Start

Date 4-2-18

Overview of Findings

On 2/22/2018, the Administration for Children and Families (ACF) conducted a monitoring review of the Community Improvement Council, Inc. Head Start program. We wish to thank the governing body, Policy Council, staff, and parents of your program for their cooperation and assistance during the review. This Head Start Review Report has been issued to Mr. Bryan Price, Board Chairperson, as legal notice to your agency of the results of the program review.

Based on the information gathered during our review, your Head Start program was found to be out of compliance with one or more applicable Head Start Program Performance Standards, laws, regulations, and policy requirements. The report provides you with detailed information in each area where program performance did not meet applicable Head Start Program Performance Standards, laws, regulations, and policy requirements. Each area of noncompliance identified in this report should be corrected within 120 days following receipt of this report.

Please contact your ACF Regional Office with any questions or concerns you may have about this report.

Distribution of the Head Start Review Report

Copies of this report will be distributed to the following recipients:

Ms. Brenda Hewitt, Regional Program Manager
Mr. Marty Jackson, Policy Council Chairperson
Mrs. Tara Martin, CEO/Executive Director/Head Start Director

Overview Information

Review Type: Other-Offsite
Organization: Community Improvement Council, Inc.
Program Type: Head Start
Field Lead: Ms. Melissa Calhoun
Funded Enrollment HS: 204
Funded Enrollment EHS: Not Applicable

Summary of Findings

Finding Type	Applicable Standards	Program Type	Grant	Timeframe	Status
Safe Learning Environments	§1302.90 (c)(1)(v)	HS	03CH3443	120 days	Noncompliance

New Area of Noncompliance Determinations

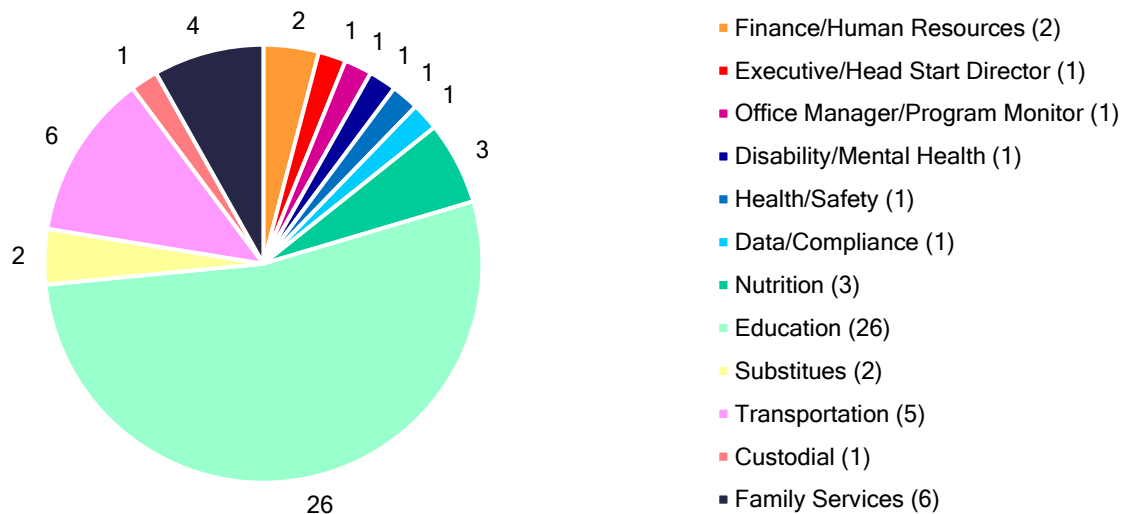
Finding	Status
<p>§1302 Program Operations.</p> <p>1302.90 Personnel policies.</p> <p>(c) Standards of conduct.</p> <p>(1) A program must ensure all staff, consultants, contractors, and volunteers abide by the program's standards of conduct that:</p> <p>(v) Ensure no child is left alone or unsupervised by staff, consultants, contractors, or volunteers while under their care.</p>	Noncompliance

HUMAN RESOURCES

Total Cumulative Staff for 2019-2020:	47
Total Number of Terminated/Resigned Staff:	4
Total Number of Replaced positions:	2

Total Number of Persons Providing Any Volunteer Services throughout the program year: 640

**Number of Positions by Service Area
As of 5/1/2019**



Education by Service Area				
	High School Degree or Equivalent	Associates	Bachelor's	Masters
Executive/Head Start Director	0	0	1	0
Finance/Human Resources	0	0	1	1
Office Manager/Program Monitor	0	0	1	0
Disability/Mental Health	0	0	0	1
Data/Compliance	0	0	1	0
Health/Safety	0	1	0	0
Family Service	0	1	3	0
Education	0	10	13	1
Nutrition	3	0	0	0
Custodian	1	0	0	0
Transportation	6	0	0	0
Substitutes	2	0	0	0

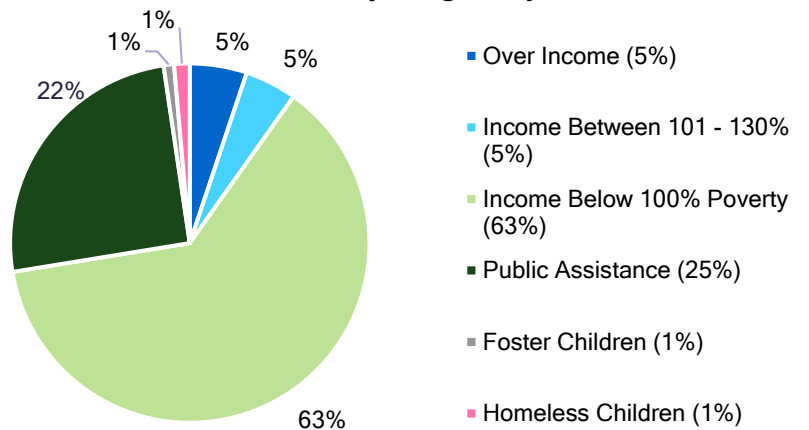
FAMILY SERVICE

Enrollment

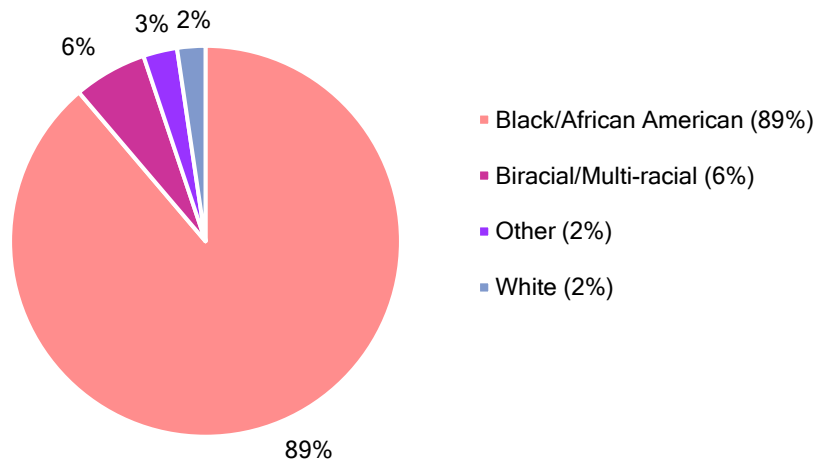
Funded Enrollment:	204
Cumulative Enrollment:	214
Turnover:	10
3 Year Old:	114
4 Year Old:	100
Transitioning to Kindergarten:	104
Eligible for Re-entry:	100



Enrollment by Eligibility



Race and Ethnicity



Hispanic ethnicity makes up 2% of the cumulative enrollment.

FAMILY ENGAGEMENT

Family Events and Activities:

Open House	132 Participants
Family Events (monthly)	Average of 74 Participants (based on September, October, and November 2019 events)
Classroom Volunteers	345 Volunteers (current/former Head Start parents)



Fatherhood Committee

Average of 6 Participants per event

Parent Involvement

Family Assessments Completed:	193
Family Goal Setting:	193
Fathers Involved in child's Head Start development experiences:	51

Parents' Greatest Concerns Based on The Child's Individual Development.

Individual Learning Style	Following Everyday Routines
Social Development	Ability to Express Emotions
Communication Skills	Drawing Scribbles or Letters
Problem Solving	Counting with Objects
Physical Development	Nutrition

The answers below are the most frequent answers to the questions about parents' greatest concerns of their child's development.

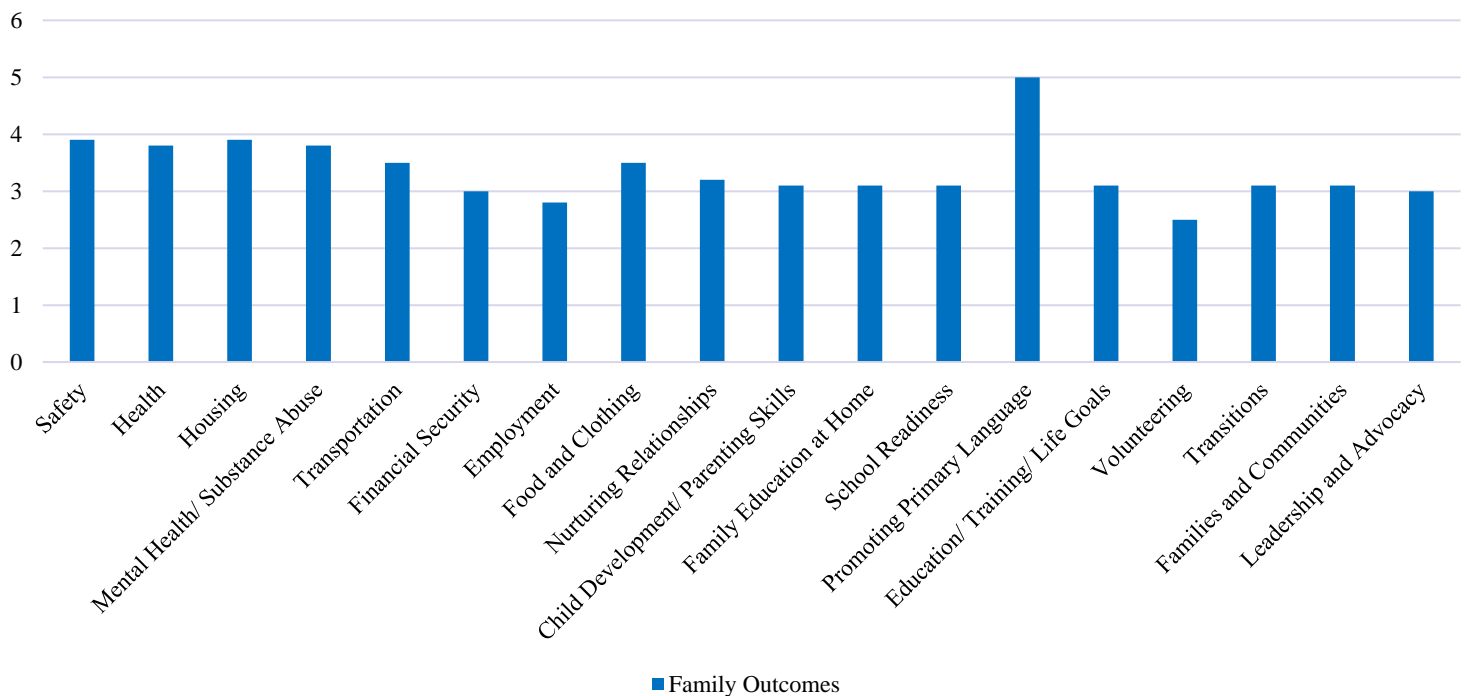
Family Demographics:

Total Number of Families:	203
Single Parent Families:	91%
Two Parent Families:	9%
Single Parent Family Demographics:	
Mother:	97%
Father:	2%
Other:	1%

Total Number of Employed Families:	51%
Total Number of Unemployed Families:	49%
Total Number of Families listed as a Veteran:	0%
Total Number of Families in school or job training:	8%
Total Number of Families not in school or job training:	92%



Family Outcomes



5.0 - Thriving, 4.0 - Self-Sufficient, 3.0 - Stable, 2.0 - Vulnerable, 1.0 - Crisis

MENTAL HEALTH/DISABILITY

Mental Health

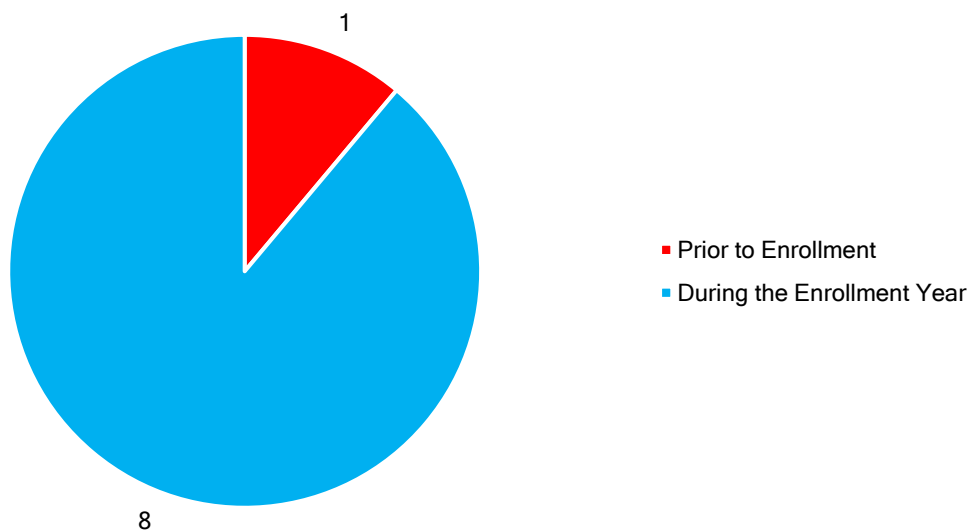
Children Consulted for Mental Health Services:	10
Children Provided an Individual Mental Health Assessment:	10
Children Referred for Mental Health Services:	10
Children Received outside Mental Health Services:	8

Average Hours of Service Provided by Strategic Therapy Associates for Program Year: 202

Disability

Children with Approved Individual Education Program:	9
Children Received Special Education Related Services:	9

Number of Participants Eligible to Receive Special Needs Education and Related Services



Disability services rendered by Danville Public Schools.

HEALTH/SAFETY

Vision

Total Administered: 202
Passed Initial Screening: 158
Required Referral: 44

Hearing

Total Administered: 202
Passed Initial Screening: 199
Required Referral: 3

Dental Assessment

Total Administered: 197
Passed Initial Screening: 142
Required Referral: 55

All students are required to have an up to date medical physical and immunization record prior to entry. For program year, 2019-2020, all students were up-to-date on immunization.

Health Insurance

Receiving Medicaid and/or CHIP: 205
Private Health Insurance: 7
No Health Insurance: 2



Transportation

Students that Received Services: 187
Buses Owned by Program: 4
Buses Purchased this Program Year: 0

FOOD SERVICE

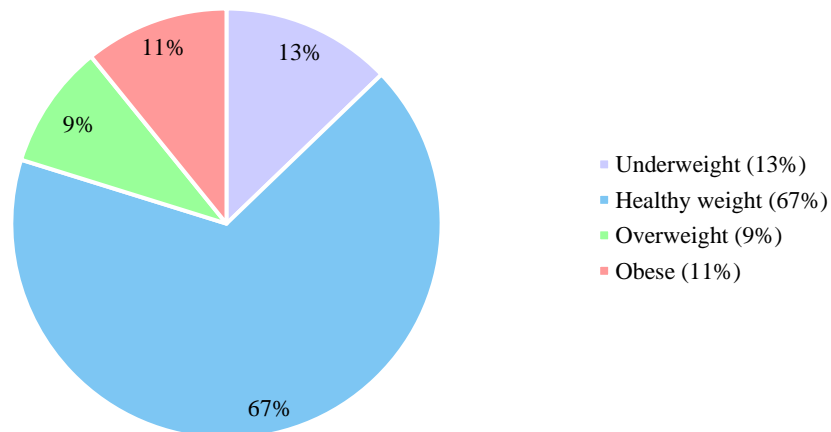
CACRP Reimbursement

Estimated Number of Breakfast Served:	20,804
Estimated Number of Lunch Served:	20,794
Estimated Number of PM Snacks Served:	20,502

Nutritional and Wellness

Number of Students with Documented Allergies:	31
Food Allergies:	11
Seasonal Allergies:	9
Other Document Allergies:	11

Child Weight Categories at Enrollment



EDUCATION

School Readiness

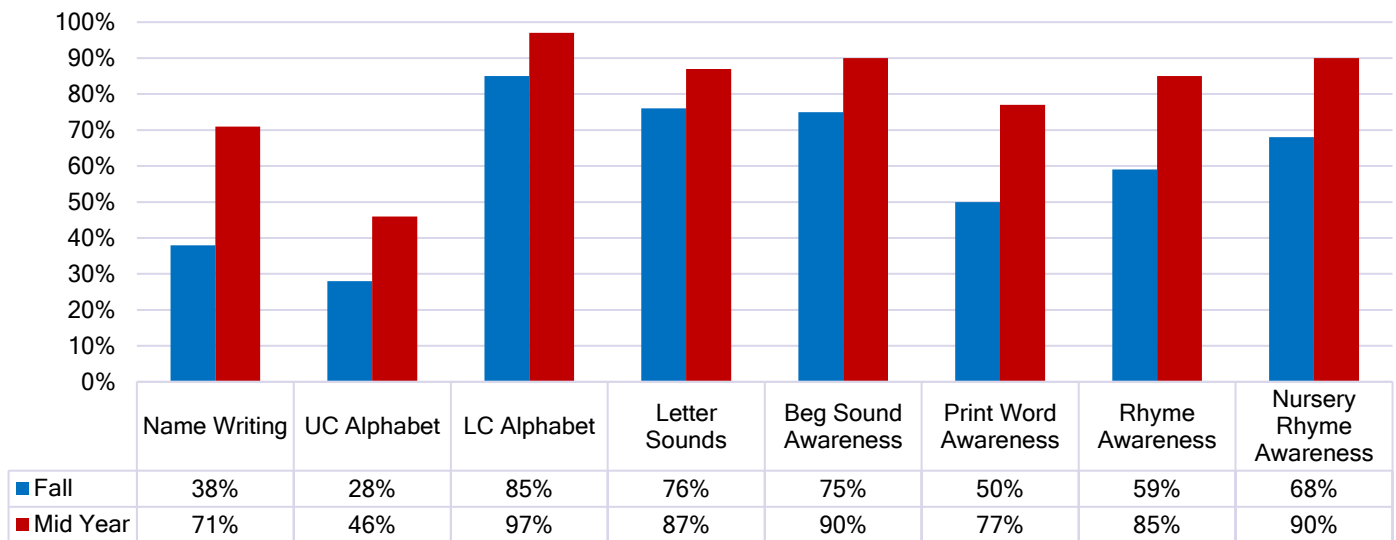
Ongoing Assessment Tools:

Teaching Strategies Gold (Fall, Winter, Spring)

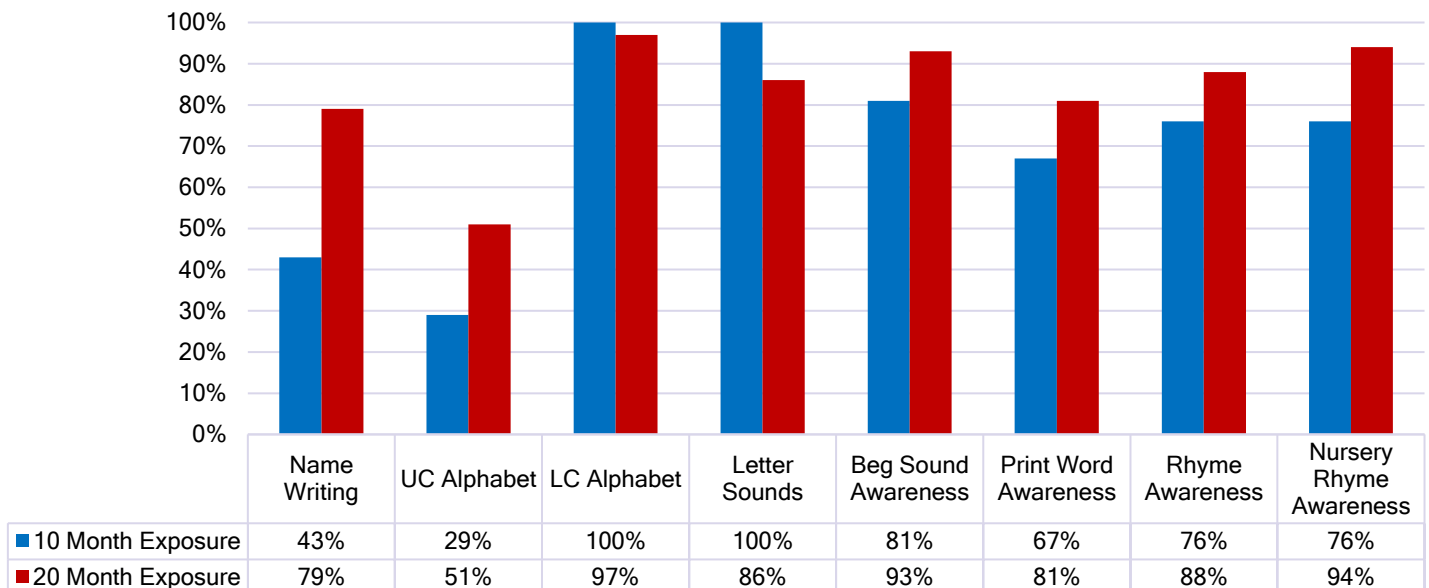
PALS PRE K Assessment (Fall, Mid-Year, Spring)

CLASS

Fall 2019 - Mid Year 2019 PALS PRE K Meets Spring Developmental Range

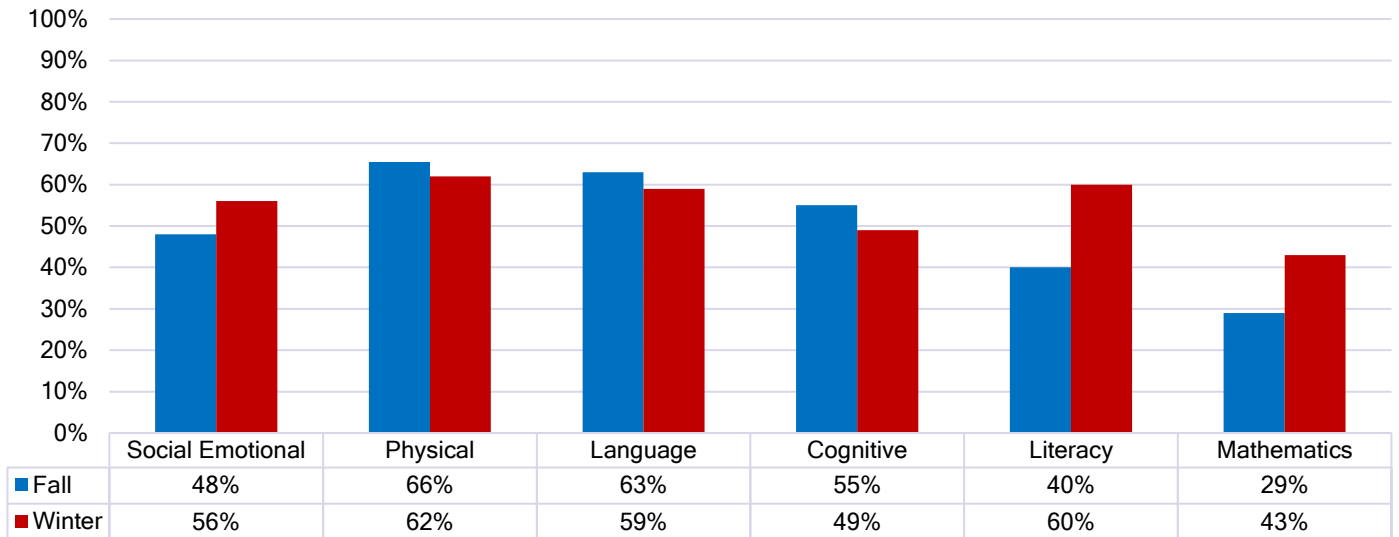


Mid Year 2019 PALS PRE K Meets Spring Developmental Range



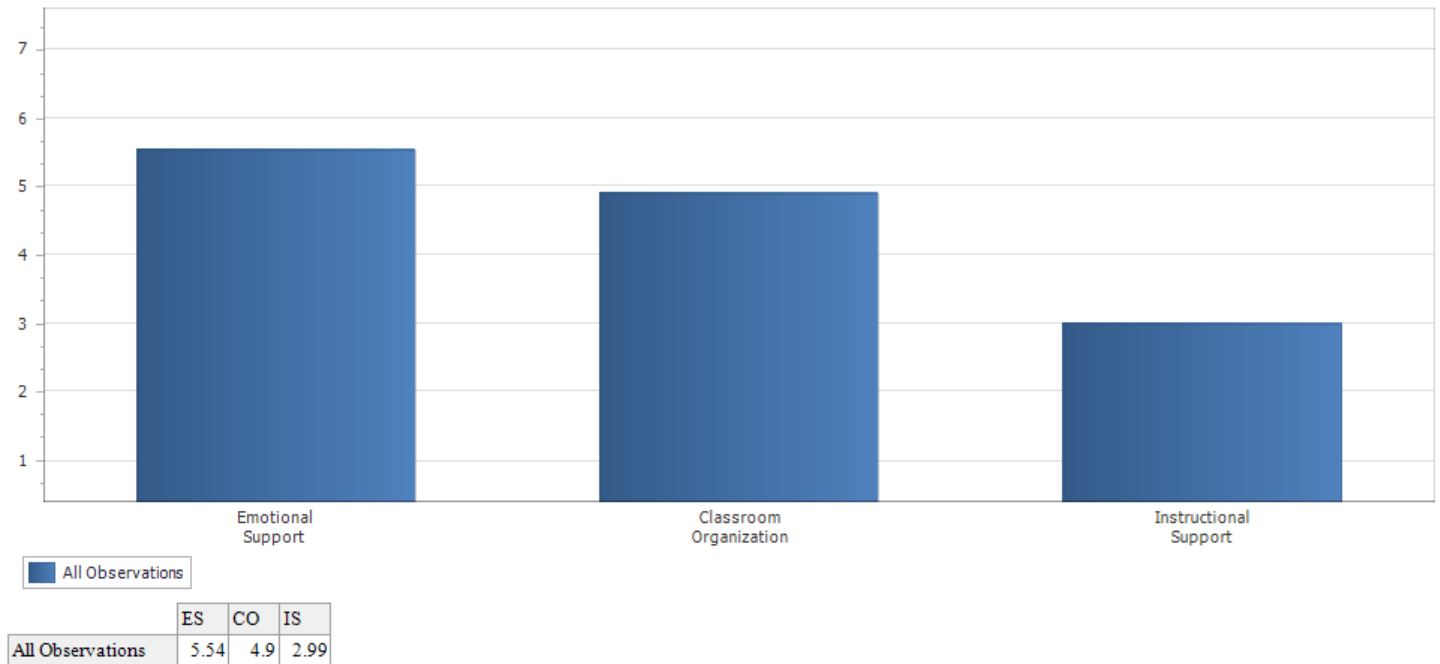
Spring assessments for PALS was not administered to any children due to COVID 19, therefore, only Fall and Winter/Mid-Year data will be the only comparisons for the 2019-2020 School Year.

Fall 2019 - Mid Year 2019 Teaching Strategies Gold Meets and Exceeds Spring Developmental Range



Spring assessments for Teaching Strategies Gold was not administered to any children due to COVID 19, therefore, only Fall and Winter/Mid-Year data will be the only comparisons for the 2019-2020 School Year.

CIC, Inc. Head Start



Brigance Head Start III (Developmental)

Assessments Administered: 214
 Newly Enrolled Children: 134
 Follow Up Assessment: 3

Average Daily Attendance: 86%

Events (include but are not limited to):

Averett Day/Week to Engage
 Winter Games
 Week of the Young Child
 Art Smart
 Kite Day

Water Safety Classes
 Fall Festival
 Head Start Fun Day
 Visit to the Science Center
 Growing Up Musically

Educational Staff Development: 42.5 hours required training

Danville Public School Affiliation: Disability Services
 Kindergarten Registration



COMMUNITY PARTNERS



Community
Foundation
of the
Dan River Region



HUGHES
MEMORIAL
FOUNDATION



J.T. - Minnie Maude Charitable Trust
Providing The Means To Succeed

WOMACK
FOUNDATION

COMMUNITY ASSESSMENT SUMMARY

Since the last US Census in 2010, the documented population of the City of Danville has declined, indicating that there will be fewer 3 to 5 year old children living in the region within the next few years. There has also been an increase in people living in poverty at all ages, but a decrease in children living in poverty that could potentially lead to a decrease in the amount of Head Start eligible children in the City of Danville area. With the decline in population, the City of Danville's Virginia Preschool Initiative program has experienced a decline in its participants, from 253 four-year-old participants to 212.

Community Improvement Council, Inc. – Head Start families have maintained a minimum of stable housing and transportation. However, families are utilizing transportation services offered by the program.

The rate of children under the age of four in CPS Referrals has decreased from 241 cases to 192 the rate of child abuse and neglect found in the City of Danville more than doubled between 2014 and 2016, rising from 1.2 per 1,000 children to 2.8 per 1,000 children. The total number of Child Protective Services referrals for SY2019 was 785.

Overall, the City of Danville/CIC, Inc – Head Start is improving in the areas of poverty and unemployment, though areas such as child abuse, neglect, and mental health/disability statistics are worsening.

This data reflects the recent impacts of COVID-19 as much as possible. Certain areas of information are more heavily impacted by COVID-19 than others.



We thank the families, children, staff, and community for their on-going love and support for the Head Start Program.

