

Clinch Valley Community Action  
Head Start  
Annual Report  
2010-2011

Overview

The Clinch Valley Community Action Head Start has been in operation for twenty-six years as a delegate agency of the Mountain CAP Head Start program. During that time, the program has grown and changed to meet the changing needs of Tazewell County. The overarching goal of the CVCA Head Start program is to have each child ready for Kindergarten when he or she reaches age five. Our primary focus is to reach and serve low-income children and their families so that they can be prepared for entrance into the school system. Head Start does this through an educational program that relies on the Creative Curriculum Framework, with Houghton-Mifflin materials being used as supplements.

Children Served

Funded Enrollment: 167

Actual Number of Children Served: 204

Families Served: 135

Race: White	173	Ethnicity: Hispanic/Latino	2
Black	10	Non-Hispanic/Non-Latino	202
Biracial/Multi-racial	14		
Asian	2		
Unspecified	5		

2010-2011 Funding

The program received a total of \$958,422 in federal funds. Of this amount, \$147,485 was for administrative costs, \$793,082 was for program costs, and \$17,855 was for training expenses. The non-federal share (in-kind) is used to match the federal funds and must be at least twenty percent of the entire budget. The required non-federal share for the 2010-2011 program year was \$239,606 and the actual in-kind received was \$271,919. In-kind was received for the use of space in parent homes, for volunteer services from both parents and professionals, and through donations of materials and supplies. Specifically, the program received in-kind donations as follows:

Use of space	\$75,819.00
Other in-kind	\$16,622.00
Medical/Dental Services	\$8,634.00
Professional Services	\$10,357.74
Materials/Supplies	\$16,823.53
Policy Council Time	\$436.27
Volunteer Services	\$142,038.46
Repair/Maintenance	\$1,188.00

The Head Start program also received \$93,331 in USDA funds to alleviate the costs of providing meals. For the 2011-2012 program year, Head Start has been funded for \$958,422, including \$17,855 in training funds. The required non-federal share for the 2011-2012 program year is \$239,607.

The last CVCA audit, completed in December 2011, had two findings. One finding dealt with Davis-Bacon regulations and was originally identified in the Early Head Start Federal Monitoring Review.

The other finding was an error that occurred in leave accrual during a roll-forward situation. Internal controls have been put in place to address both issues and to ensure that these issues do not reoccur in the future.

#### Programmatic Services

Classes meet for the Head Start program for 160 days each year. During the 2010-2011 school year, 155 slots were available for children in eight center-based classrooms, and an additional twelve slots were available in a home-based setting. Attendance for the school year averaged 78.62%. Although this percentage was relatively low, attendance studies pointed to a very active flu season and an extremely harsh winter as major causes for children's low attendance. The program provided transportation services for all 204 children at some point throughout the school year.

One of the goals of Head Start is to assist families to obtain and/or maintain health insurance and to ensure that families have a medical and dental home. At the end of the program year, 190 children had some type of health insurance, and 160 children had an ongoing source of continuous, accessible health care. One hundred and seventy seven children were determined to be up-to-date with their scheduled preventive and primary health care, including immunizations. At the end of the year, 110 children had a source of regular dental care. Head Start provided professional preventive dental care to 203 children during the school year, and the program helped obtain needed dental treatment for twenty five children, the total number of children determined to be needing treatment.

The CVCA program used the DECA tool to screen students for behavioral and mental health issues. Additionally, the program has a partnership with Cumberland Mountain Community Services to provide assistance with issues that do arise. A mental health professional was on-site in the Head Start centers for an average of five hours each month, providing services for fourteen children.

The Head Start program served twenty two children with Individualized Education Programs (IEPs) during the program year.

The Brigance is used to measure children's educational development. During the 2010-2011 program year, 204 children were screened using the Brigance. Head Start also uses the Creative Curriculum Developmental Continuum to measure student's growth in all areas. Kindergarten transition activities, such as spending time in kindergarten classes and receiving orientation, were provided for 94 students during the year. Additionally, as part of transition activities, parents received assistance in enrolling their children in the local Kindergarten program.

A well coordinated curriculum for children in the Head Start program is provided that allows each child to develop at his/her own pace. Children are provided breakfast, lunch, and an afternoon snack. A typical day provides children with numerous learning activities as well as physical activities. Children are allowed self-directed activity time and also participate in more structured learning activities.

Head Start served 135 families throughout the program year, with 74 of these families being two-parent households and 61 being single-parent families. Head Start has a monthly parent meeting. Parents constitute at least fifty one percent of the composition of the Policy Council that governs the Head Start program. Parents are encouraged to volunteer in the program and are always welcome in

the classroom. During the 2010-2011 program year, 190 individuals volunteered in the Head Start program, with 167 of these volunteers being parents.

Head Start readily accommodates children with disabilities and integrates them into the regular classroom.

The Head Start program provides transportation to most areas of Tazewell County.

Recruitment for the 2012-2013 program year will begin in March as part of the Pre-School Partnership in conjunction with the Tazewell County Public Schools Pre-School program.