

# Coastal Plain Area Economic Opportunity Authority, Inc.



## Annual Report

April 1, 2010 through March 31, 2011





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# Helping People Help Themselves

Coastal Plain Area EOA Inc. began as a Program Development Grant from the Officer of Economic Opportunity. The grant was awarded to the Coastal Plain Area Planning and Development Commission on January 14, 1965. This led to the incorporation of the Coastal Plain Area Economic Opportunity Authority, Inc. (CPAEOA, Inc.) on April 8, 1966 as a private non-profit corporation serving the ten counties of the coastal plain area of Georgia. The Agency replaced the Area Planning and Development Commission as the Office of Economic Opportunity grantee.

As a human services program for the past 44 years, CPAEOA, Inc. has invested over \$215 million of federal, state and local funds into the ten counties which it serves. This has helped the poor and elderly residents to overcome the hardships and constraints of poverty. The Agency has been instrumental in mobilizing federal, state, local and private resources to keep services in step with community needs, and has provided funding and administrative expertise to numerous other community service organizations and institutions in the coastal plain area.

The goal of CPAEOA, Inc. is to promote the social and economic development of the citizens in the 2<sup>nd</sup> and 8<sup>th</sup> U.S. Congressional Districts of the State of Georgia, as they are presently apportioned. Our concern is particularly with respect to those citizens who are impoverished or otherwise depressed or deprived of benefits. We strive to provide general economic stability and well-being in the service area.

In pursuance of this goal, it is the purpose of the Agency to provide services and assistance which are designed to reduce and eliminate poverty and its causes in the coastal plain area. This is done by developing employment opportunities, improving human performance, and being a motivating factor in the lives of those whom we serve. This helps to better the conditions under which people in the service area live, learn and work.

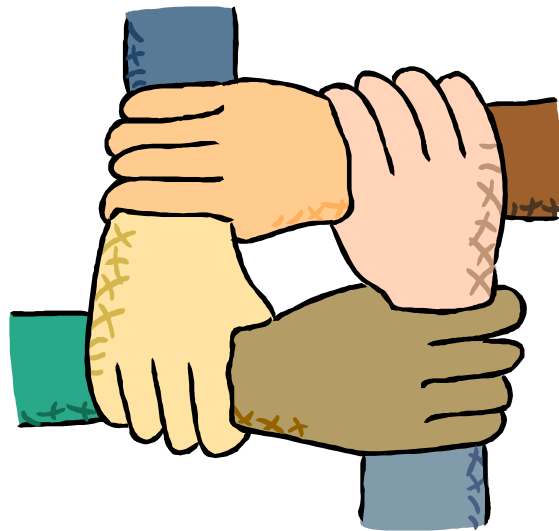
The Executive Director, Patricia Smith, is employed by the CPAEOA, Inc. Board of Directors and is responsible for directing daily operations and ensuring that accountability for services is maintained. Board oversight makes certain that all counties in the service area have equal opportunity for their voices to be heard.

The four major Agency programs, which define the variety of services provided, are as follows:

- Community Services
- Crisis Intervention
- Housing and Energy
- Child Development

The Agency stands prepared to respond in an effective and timely manner to ongoing needs within the community and in crisis situations such as natural disasters. The combination of non-profit status, experience in administering a variety of service programs, long-standing relations with federal and state funding sources, and ongoing community partnerships enables the Agency to quickly mobilize resources to help those most in need.

Our motto – *“Helping People Help Themselves”* is more than a motto. For 45 years, it has been a way of life.



## **Our Mission.....**

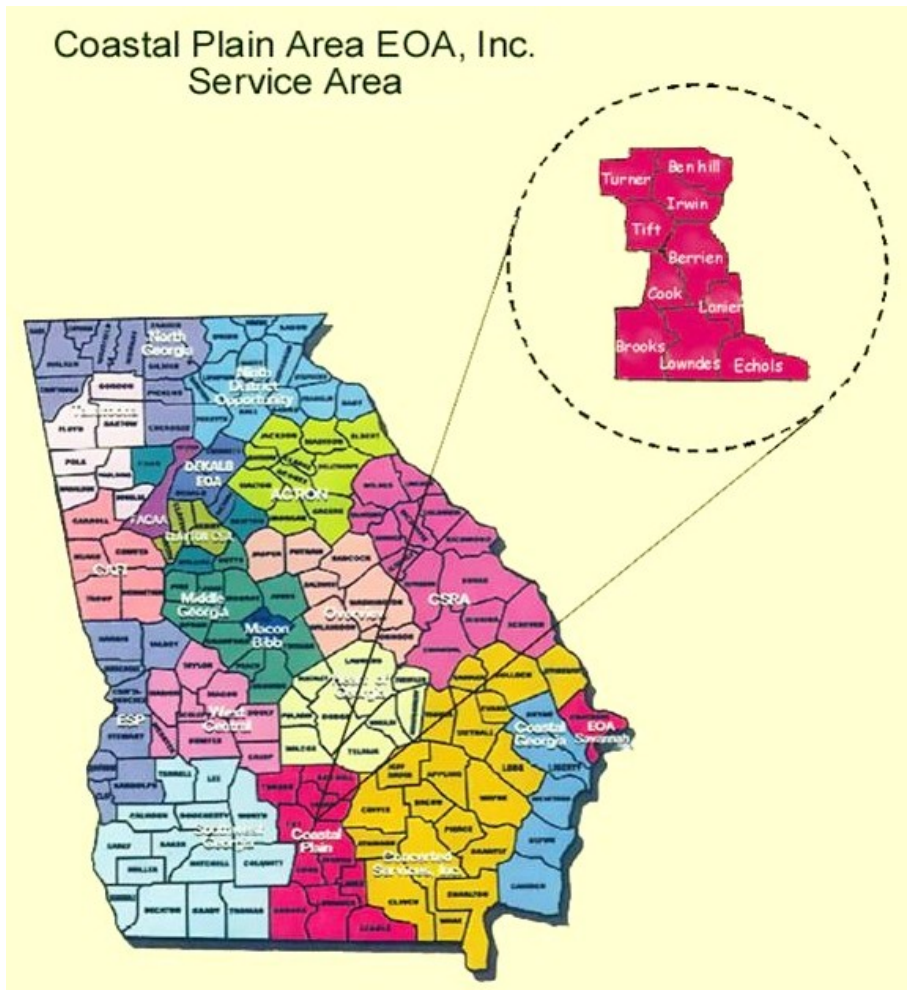
.....To provide services and resources to assist low-income individuals to achieve self-sufficiency.

## **Our Vision.....**

.....For all families in South Georgia to be self-sufficient

# Service Area

Coastal Plain Area EOA, Inc.  
Service Area



Center	Total#	White	Black	Native Am.	Asian	Other	Hispanic
Ben Hill	17,635	65.5%	33.1%	0.2%	0.3%	0.8%	7.6%
Berrien	17,058	86.1%	12.0%	0.3%	0.4%	1.1%	3.3%
Brooks	16,425	61.8%	36.4%	0.3%	0.5%	1.1%	4.6%
Cook	16,608	70.4%	27.8%	0.2%	0.7%	0.8%	4.8%
Irwin	10,231	71.4%	27.4%	0.2%	0.6%	0.5%	3.3%
Lanier	8,277	73.4%	24.4%	0.5%	0.4%	1.3%	3.5%
Lowndes	104,583	62.7%	34.3%	0.4%	1.2%	1.3%	3.2%
Tift	42,434	70.4%	27.4%	0.2%	1.3%	0.6%	11.2%
Turner	9,228	57.6%	41.3%	0.2%	0.4%	0.6%	3.9%
Echols	4,063	90.8%	7.3%	1.1%	0.1%	0.7%	29.0%
<b>Totals</b>	<b>242,943</b>						



# A Message From..... The Executive Director

Dear Fellow Citizens:

As the fiscal year 2010-2011 draws to a close, it is with great pleasure and satisfaction that I, on behalf of the Agency, present the Annual Report for what has been a year where we have seen many changes take place.

In a climate of an uncertain economy, we have seen not only budget cuts to various programs, but we have had to make hard decisions with regard to a reduction in force; however, in spite of the downturn which has been experienced in our great country, CPAEOA, Inc. still stands as a beacon of light, giving hope to those who would otherwise be hopeless as we continue to provide services to those in our service area who are experiencing economic hardships.

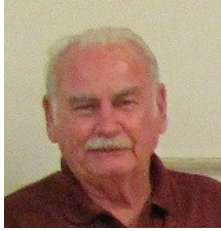
The need for our services has escalated at an alarming rate. The economic forecast for the upcoming fiscal year of 2011-2012 presents an even greater challenge for CPAEOA, Inc. and our communities. No matter what the outlook, we have not wavered and will never waver from the Mission of our Agency, ***“To provide services and resources to assist low-income individuals to achieve self-sufficiency.”*** We have not forgotten our Vision, ***“For all families in South Georgia to be self-sufficient.”***

We are pleased to report that the independent public accounting firm of Ronald D. Hudson issued its financial and compliance audit for the year ending March 31, 2010 and found CPAEOA, Inc. to be well-managed, financially sound and in compliance with all terms and conditions under which it is funded. The Agency continues to be motivated to provide assistance to the service area in the Coastal Plain community of South Georgia, and to provide relief for its residents.

As you peruse this Annual Report, remember the efforts of our clients as they struggle to overcome adverse conditions over which they have no control. Remember the Board of Directors, Head Start Policy Council, the dedicated staff, the volunteers and community partners who have worked together to make CPAEOA, Inc. the place where so many have found a refuge.

Patricia Smith  
Executive Director

# CPAEOA, Inc. Board of Directors



John Pruitt,  
Board Chairperson



Earl Eady  
Vice-Chairperson



Rene Gaskin  
Secretary

## *John Pruitt – Chairperson*

Johnny Hall .....	Berrien
Samuel Brown.....	Turner
Rose Adams .....	Hahira
Cam Jordon.....	Ben Hill
James Maxwell.....	Brooks
Scott Fountain.....	Lanier
Roosevelt Russell.....	Tifton
Kathy Roberts.....	Irwin
Irene Parks .....	Cook
Earl Eady .....	Berrien
L.C. McRae.....	Cook
Calvin Willis .....	Lowndes
Tyrone Smith.....	Irwin
Carl Lee McMath.....	Turner
Terry Cole .....	Ben Hill
Calvin Bryant.....	Brooks
Libby Yawn.....	Irwin
Janice Jarvis.....	Brooks
Marian Wells.....	Lowndes
Renee Gaskins.....	Berrien
Willie F. Mathis.....	Lanier
Annette Cole.....	Watson
William Holman.....	Ben Hill
Betty Willis.....	Tifton
Becky Ratts.....	Cook
Michael L. Cleghorn.....	Turner
John Croley, Esquire.....	Ben Hill

\*\* Board meetings are held at the Tifton Neighborhood Center at 7:30 pm on the fourth Tuesday in the months of February, April, June, August, October and December.



# Greetings from Board of Directors Chairperson *John Pruitt*

Greetings, my fellow citizens:

Let me first take this opportunity to thank the CPAEOA, Inc. Board of Directors for an outstanding year of service. It has been a year fraught with the heartache which comes from having to make difficult decisions – but necessary ones in order that CPAEOA, Inc. could continue to provide quality services to the clients who are in need of assistance. Thank you, as well, for the confidence which you have in me as your Chairperson.

It is with great pride that the Annual Report for 2010-2011 is presented to you for your consideration of what this Agency has done over the past year. The primary goal of this Agency for the past 45 years has been to help the citizens of South Georgia to rise to self-sufficiency. This Report will show you the measures which have been taken over the past year to assure that the goal was achieved.

We are proud that, according to the independent fiscal auditors, CPAEOA, Inc. continues to be one of the most efficiently managed service delivery models in the state of Georgia. The Agency is not only committed to provide superior service, but is adamant in taking the stance that we will accept no less than excellence.

In your review of this report, I would ask that you look at the provisions which have been made to individuals and families who have needed a lift in order to traverse through these troubling economic times. Though the times have been extremely difficult, COAEPA, Inc. has not shirked from its duty to provide resources in the manner for which we are known. We will continue to strive to *“Help people help themselves.”*

Finally, I would like to thank the counties that have appointed the current Board members to serve the Agency. I would also like to thank the Head Start Policy Council for their excellence in shared governance of the Head Start program. Special thanks to the local businesses, Churches, other organizations and individuals for your support of CPAEOA, Inc. Without you, the Agency would not enjoy the success which it has.

Upon your review of this report, I have no doubt that you will agree with the Board of Directors that CPAEOA, Inc. is an organization of which we can all be proud.

John Pruitt  
Chairperson

# Management Team



**Patricia Smith**  
**Executive Director**



**Andy Wortham**  
**CSBG Director**



**Scott Blankenship**  
**Weatherization  
Director**



**Tanya Thomas**  
**Head Start Director**



**Natalie Ceasar**  
**Executive Secretary**

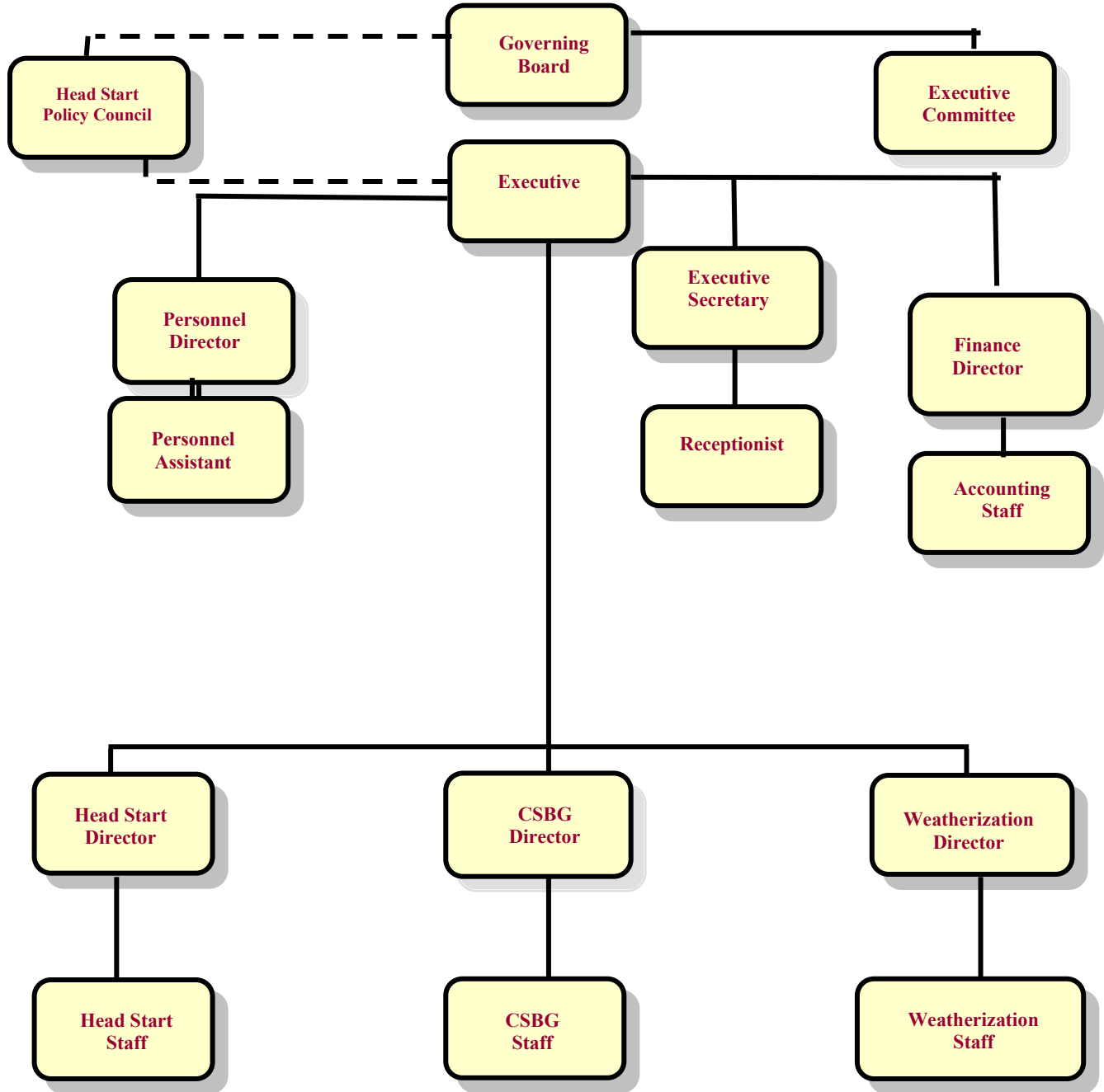


**Rose Ann Hudson**  
**Personnel Director**



**Bruni Hudson**  
**Finance Director**

# Organization Chart



The Organizational Chart defines the reporting relationships within CPAEOA, Inc. Solid lines indicate direct reporting relationships; dotted lines indicate indirect reporting relationships. The Head Start Policy Council represents an approval/disapproval relationship regarding specific decisions made within the Agency. Decision specifics are described in 45 CFR Part 1304.50

# Community Service Centers

All direct services other than Head Start services are provided through a network of ten Community Service Centers (CSC). CSC's are located in each of the ten counties within the Agency's primary service area (refer to the map on page 5). Each CSC is an active part of the local community, and provides a variety of community services for individuals of all ages.

A major strength of the CSC's is that no two are alike. Each one provides its own array of services to meet the specific needs that are unique to each county in the service area. With primary funding through the Community Services Block Grant (CSBG), services range from job skills training to management counseling and crisis intervention.

**Advocacy:** A priority for all CSC's is to provide advocacy. The CSC's serve as advocates on local public health issues such as affordable housing, utility rates, and health care. Assistance is also provided to low-income residents who are not Medicare-eligible, to help them to apply for discount prescription medication programs.



# Community Service Locations

Ben Hill County  
401 N. Sheridan St. Suite 3  
Fitzgerald, GA 31750-0408



Berrien County  
402 Hazel Avenue  
Nashville, GA 3139-2581



Brooks County  
400 Courtland Avenue  
Quitman, GA 31643-2922



Cook County  
303 S. College St  
Sparks, GA 31647-9687



Echols County  
170 Church of God St.  
Statenville, GA 31648-2114



Irwin County  
311 VoTech Road  
Ocilla, GA 31774-1809



Lanier County  
810 S. Oak Street  
Lakeland, GA 31635-11718



Lowndes County  
900 S. Troupe St  
Valdosta, GA 31601



Tift County  
2737 S. Central Ave Suite 4  
Tifton, GA 31794-4023



Turner County  
124 E. College Street  
Ashburn, GA 31714-0191



Ray City  
704 Main St.  
Ray City, GA 31645





# Crisis Intervention Services



Crisis Intervention Services are provided to assist with payment of utility bills and/or deposits, purchase of food and clothing, prevention of utility disconnections, to minimize malnutrition, and to circumvent incidence of eviction. Funding is provided primarily through a Community Services Block Grant (CSBG) and the Federal Emergency Management Agency (FEMA).

CSC personnel are trained to provide practical case management services for families receiving emergency services. We seek to assist clients in recognizing and strengthening any life skill weaknesses that contribute to their emergency situations. This is done so the family will not be in a state of ongoing crisis, and so the family may attain self-sufficiency. Depending on the family's needs, case management may range from assisting in the development of a family budget to housing relocation to providing job seeking or retention skills.

From April 1, 2010 to March 31, 2011, 8,197 families were the direct beneficiaries of these services. More than \$342,536.15 was expended on Crisis Intervention Services. Food pantries were maintained within the Community Service Centers in order that the families could be assisted with food boxes. These boxes contained a substantial quantity of food products which helped the families to avert further crises.

Emergency Utility Assistance (non-LIHEAP related) was provided to more than 284 families. This assistance involved case management and provided up to a \$200.00 benefit for families in crisis. The total amount expended on this program was \$50,887.85.

There were 191 applications processed and approved for the SCANA Regulated Marketer Referral Program (RMRP). This program allows income eligible individuals to receive natural gas from SCANA at a fixed rather than a variable rate.

The Emergency Food and Shelter National Board Program (EF&S) which is funded through FEMA, is administered in seven counties. Local Boards select organizations to receive funding and to determine service priorities based on the particular needs of their county. Board composition must be in compliance with the guidelines which have been established by EF&S. Homeless or formerly homeless individuals or a homeless advocate must be included on the Boards. Through the guidance of these Boards, assistance in the amount of \$72,112.94 was dispersed to 504 families to help with utilities and rental assistance.

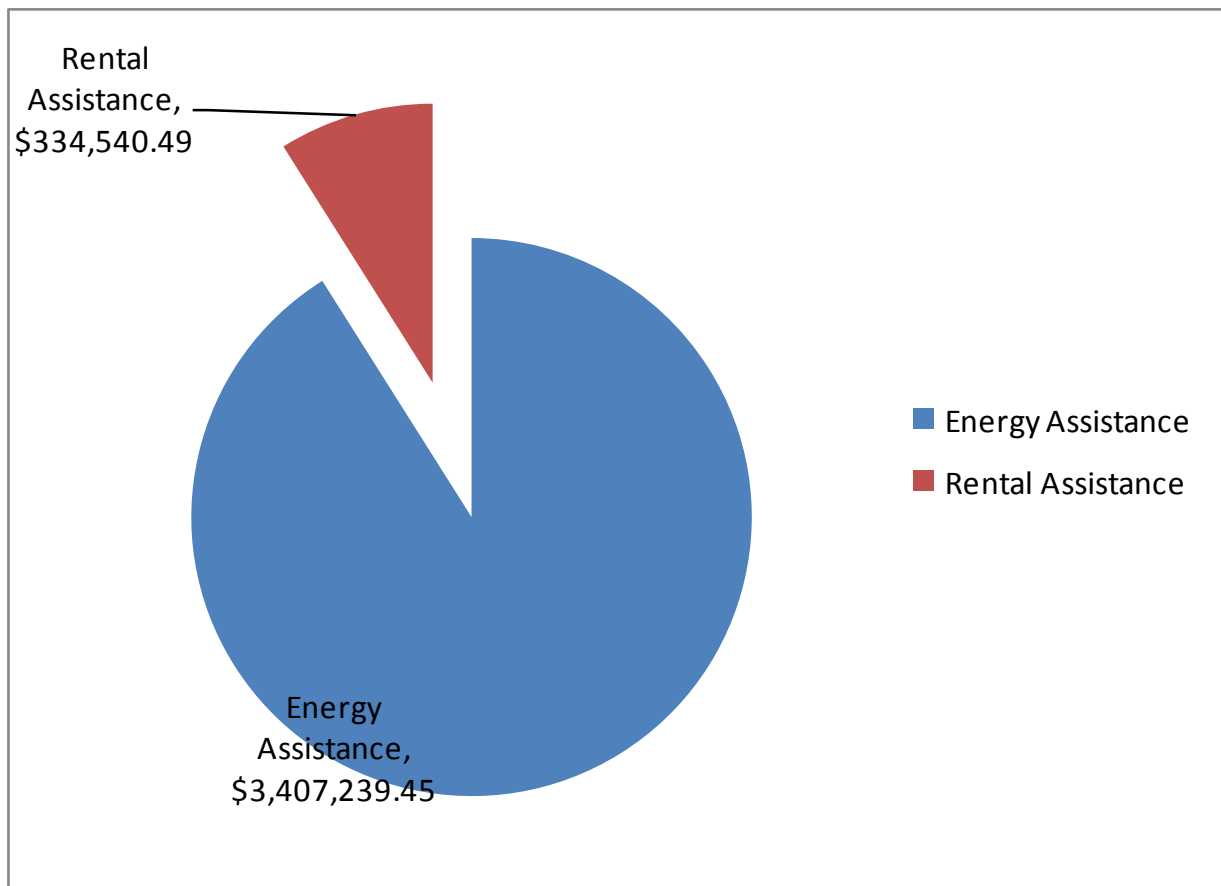


# Crisis Intervention Services

## Direct Client Benefits

Benefit Payments made through Federal Emergency Management Agency (FEMA), Low Income Heating Energy Assistance Program (LIHEAP), Community Service Block Grant ARRA (CSBG ARRA), and the Community Service Block Grant (CSBG), to vendors and clients.

Energy Assistance	\$ 3,407,239.45	91.06%
Rental Assistance	\$ 334,540.49	8.94%
<b>Total Direct Assistance</b>	<b><u>\$ 3,741,779.94</u></b>	



# Minor Home Repair Program

The goal of the Minor Home Repairs Program is to help the elderly and disabled home owners to be safe in their homes, and that they have easier access. Repairs include the installation of handicapped toilets and grab bars, construction of steps and front porches, installation of wood doors, replacement of faucets and sinks, repairing of holes in floors, doors, walls and ceilings, and other repairs which may be needed. A conscious effort is made to ensure that clients in all ten counties benefit from this Program.

From April 1, 2010 to March 31, 2011, sixty-eight (68) families received services through this Program. More than \$19,000.00 from the CSBG was expended to purchase construction materials to complete repairs on these homes, ensuring the safety of the homes.



Door frame repair for safety

Grab bar for stability

Entry steps replacement for safety

## Prescription Drug Assistance

The Prescription Drug Assistance Program was able to provide assistance to sixteen individuals from April 1, 2010 to March 31, 2011. The average amount expended on each person was \$100.00 for a total amount of \$1,916.34. This benefit assured that those who have medical issues and needed medication but could not afford to pay for it were able to have their needs met. Families who have limited resources sometimes must make a decision whether to buy food, pay rent or utilities, or buy their medications.

This benefit is well-received by clients, and it allows families to use their household resources on other necessities such as those listed earlier. The CSC's in all service areas work closely with local pharmacies and utilize other resources, such as discount programs, which are offered by pharmacies such as Walgreens, Wal-Mart, Rite Aid and Harvey's.



# Energy Assistance Services



With funding from the Department of Human Resources, the Low-Income Energy Assistance Program (LIHEAP) is able to assist low income families in offsetting the increased costs of energy for home heating during the winter months. Priority is given to households comprised of those who are 65 years or older, those who are home bound, and other disabled clients. Funding is also set aside for those with life-threatening medical conditions. Although this service is for energy costs during the winter months, in some cases, the Federal Government will release funds to assist the elderly and those who are homebound with cooling assistance.

Some of the benefits from this energy program are as follows:

- Reduces the incidents of health problems attributable to winter cold;
- Enables the elderly and those with life threatening medical conditions to maintain independence while maintaining a state of well-being;
- Helps to keep fuel costs from rising by reducing billing write-offs for energy suppliers;
- Circumvents energy cut-offs for homebound, elderly and other low-income households;
- Stimulates the local economy through funds put into circulation for the payment of energy bills

Following is a breakdown per county for this fiscal year:

COUNTY	BENEFITS EXPENDED	HOUSEHOLDS SERVED
Ben Hill	\$323,295.00	924
Berrien	\$221,989.00	634
Brooks	\$293,803.00	839
Cook	\$267,242.00	764
Echols	\$69,800.00	199
Irwin	\$162,291.00	464
Lanier	\$186,550.00	533
Lowndes	\$607,364.00	1,735
Tift	\$420,190.00	1,201
Turner	\$215,550.00	616
<b>Total</b>	<b>\$1,768,074.00</b>	<b>7,429</b>

# USDA Surplus Commodities

Distribution of USDA Surplus Commodities was provided to our service area through the Temporary Emergency Food Assistance Program (TEFAP). Food items valued at more than \$423,000.00 helped 16,920 low income households to reduce their food bills while having nutritious food items which were made available to them.

Distribution of USDA Surplus Commodities in South Georgia was provided by the Agency through the Temporary Emergency Food Assistance Program (TEAP). ARRA funds were also provided to help assist with USDA Surplus Commodities. A total of \$7,441.00 was expended through ARRA funds to provide services to qualified applicants.

The surplus food items included peanut butter, canned vegetables, canned soups, canned juices and fruit, instant milk, dry goods such as pinto beans, great northern beans, grits, rice, macaroni, spaghetti, noodles and cereals. Dried fruits such as prunes, cherries and plums were also provided as well as canned meats like tuna and chunky beef stew.

The chart below shows the distribution recap for this fiscal year:



## Distribution Recap April 2, 2010 through March 31, 2011

<b>Households Served</b>	16,920
<b>Value of Food Items</b>	\$423,000.00
<b>Value of Food Bag</b>	\$25.00
<b>Weight of the Food</b>	380,000 pounds (190 tons)
<b>Weight of the Food Bag</b>	25 pounds

Commodity food distributions includes much more than the issuance of surplus food items. The University of Georgia's County Extension Service provides information with regard to healthy recipes and dietary helps which are included with each issue of food. The Department of Family and Children Services in each county have provided information on how to apply for food stamps, prescription medication assistance programs, and have invited other social service organizations to include materials with regard to the services which they offer. These materials are made available to the families who receive the assistance.

# Employment/ Job Readiness



Coastal Plain Area E.O.A, Inc. has made a significant contribution to our service area through the Job Readiness Program. The Welfare Reform Initiative has focused on the need for those who receive public assistance and are capable of working to end reliance on public assistance and enter the work force. Of course, many challenges were encountered because so many individuals were not equipped educationally to obtain employment. The Employment/Job Readiness Program assists clients in obtaining the necessary education, training, work experience and work ethics in order to find and maintain gainful employment. Realizing that most of the individuals have had no work experience thus, no personal budgeting skills, the Program also provides financial responsibility training. The Program is designed to:

- Provide support services such as GED and/or vocational training, as well as post-secondary education;
- Provide transportation, childcare and housing, if needed;
- Assist in helping clients to learn essential job retention skills, gain practical work experience and obtain full-time employment
- Help those who are presently employed to maintain employment and seek advancement by teaching them essential job retention skills;

Valuable Life Skills Training is provided in addition to budgeting and money management in order to help clients develop wise spending and saving habits, and learn to manage their resources more efficiently. During this fiscal year, Life Skills Training was provided to more than 225 Georgia Department of Corrections inmates who were detained at the Robert Patten Detention Center in Lakeland.





# Weatherization

## Mission Statement

*“To reduce energy costs for low-income families, particularly for the elderly, people with disabilities, and children, by improving the energy efficiency of their homes while ensuring their health and safety.”*

## History

The Weatherization Assistance program (WAP) was created in 1976 in order to assist low-income families who lacked resources to invest in energy efficiency. Today, funds are used to improve the energy efficiency of homes by using the most advanced technologies and testing protocols available in the housing industry. This conservation of energy helps our country to reduce its dependence on foreign oil and decreases the cost of energy for families in our service area.

## Reducing Whole House Energy Usage

The Weatherization Program determines the cost-effective energy efficiency measures for low-income households. The entire house is assessed in order to provide a wide variety of energy savings measures which address the heating and cooling systems, electrical, walls, attics and energy-consuming appliances. These analyses take the whole house approach, which maximizes energy savings and reduces energy costs for clients.

## Base Load Reduction

Cleaning, repairing or replacing appliances in the home with energy star rated high-efficiency products helps to reduce the utility consumption in the homes. A load monitor is used to determine if an electric appliance is using too many kilowatts based on a one-year usage. By using the load chart to determine optimal usage, it is determined whether cleaning, tune -up, or replacement is necessary.

## Health and Safety

All gas systems are tested for carbon monoxide spillage. Carbon monoxide poses a serious health risk for our clients. All unvented space heaters are removed from the client’s home, and primary heat is replaced with vented forced draft space heaters or condensing furnace systems and new duct work. All appliances exhibiting dangerous levels of carbon monoxide are repaired or replaced.

## Moisture and Mold

Exhaust fans are installed in the homes in order to prevent moisture and mold buildup. All exhaust fans are vented to the outside of the housing structure, and new energy efficient exhaust fans are installed and vented in homes which do not have them.



# Weatherization



## Weatherization Technicians

### Weatherization Households Completed April 1, 2010 through March 31, 2011

<u>Contract</u>	<u>Clients Served</u>	<u>Materials Installed</u>	<u>Contracted Labor</u>
D.O. E.	36	\$119,032.53	\$25,810.18
H.H.S.	47	\$60,017.90	\$7,634.29
Georgia Power	73	\$132,359.86	\$9,871.42
Atlanta Gas & Light	11	\$17,338.81	\$1,104.07
ARRA	321	\$1,250,392.81	\$249,661.89
<b>Total</b>	<b>488</b>	<b>\$1,479,136.91</b>	<b>\$294,081.85</b>

# Head Start Policy Council Members

*Edward McLendon – President*

Temika Bell \_\_\_\_\_ Alapah, Parent Representative  
LeAnn Carter \_\_\_\_\_ Ben Hill, Parent Representative  
Sadie Calloway \_\_\_\_\_ Ben Hill, Community Representative  
Amanda Parkerson \_\_\_\_\_ Berrien, Parent Representative  
John Black \_\_\_\_\_ Berrien, Community Representative  
Alice Reynolds \_\_\_\_\_ Brooks, Parent Representative  
Tiffany Wright \_\_\_\_\_ Brooks, Community Representative  
Tamonika Miller \_\_\_\_\_ B.W. Lester, Parent Representative  
Doninique Holley \_\_\_\_\_ Cook, Parent Representative  
Christy Wiggins \_\_\_\_\_ Hahira, Parent Representative  
Erica Ward \_\_\_\_\_ Hallmark Heights, Parent Representative  
Sade' Webb \_\_\_\_\_ Irwin, Parent Representative  
Irishtine Williams \_\_\_\_\_ Irwin, Community Representative  
Tonya Zeigeler \_\_\_\_\_ Lanier, Parent Representative  
Jeffery Brown \_\_\_\_\_ Lowndes, Parent Representative  
Barbara Calhoun \_\_\_\_\_ Lowndes, Community Representative  
Alicia Daughtry \_\_\_\_\_ Tift, Parent Representative  
Terrell Haliburton \_\_\_\_\_ Tift, Community Representative  
Betty King \_\_\_\_\_ Turner, Parent Representative  
John Gates \_\_\_\_\_ Turner, Community Representative  
Algenard Bryant \_\_\_\_\_ Turner, Community Representative

\*\* Policy Council meetings are held at the Head Start Main Office in Valdosta at 6:00 pm on the third Wednesday each month.

# Head Start Policy Council Members



Policy Council member during a monthly meeting



Edward McLendon, President



Terrell Haliburton, Vice President



Sade' Webb, Secretary

# Head Start

## What is Head Start

Head Start is a comprehensive child development program designed for pre-school children age 3-5 years old. Funding for Head Start is provided by the Department of Health and Human Services (HHS) through the Administration for Children and Families (ACF).

Coastal Plain became a Head Start grantee in 1966 and began with an enrollment of approximately 100 children. The Agency is funded to provide Head Start services in nine counties to 912 preschool children and their families. Head Start services are provided by means of a network of 13 Child Development Centers.

Head Start programs serve families who have an income at or below the federal poverty level. The overall program is inclusive of two entities: Head Start, which serves preschool children and their families, and Early Head Start, which was established in 1994 and serves children prenatal to age 3, and pregnant women and their families.

The Federal Government provides 80% of the annual cost to operate these programs, and the remaining 20% comes from a local match or in-kind contributions. These contributions may be in the form of monetary contributions, donations of goods and/or services, or volunteer hours.

Mrs. Rose Adams, Board Member, and Mrs. Latassel Williams, Center Manager, admiring the Playground improvements at the Hahira Head Start Center



## Purpose of Head Start Educationally

Coastal Plain Area E.O.A., Inc. Head Start makes it a priority to achieve success for our children by preparing them for kindergarten. The Agency ensures that qualified staff members are hired to reach this goal. Teachers and Teacher Assistants must have the necessary credentials in order to be a part of the teaching staff. The classrooms are monitored on a monthly basis to ensure that proper instruction and age-appropriate activities are being used throughout all thirteen Centers. Education Advisory Committee meetings are held quarterly to encourage collaboration between the Agency, public schools, community partners and the Head Start parents.

# Head Start

## Curriculum

The Head Start curriculum of choice is the Creative Curriculum. This curriculum has indicators which are in conjunction with the Head Start Outcome Framework, and ensures that school readiness skills are implemented. The Head Start Outcome Framework represents the structure initiated by federal mandates by which student performance is monitored and assessed. The framework assesses eight domains, which are critical to childhood learning and development. The domains are:

- Language Development
- Early Literacy
- Mathematics
- Science
- Creative Arts
- Social and Emotional Development
- Approaches to Learning
- Physical Health and Development



The students are assessed in the fall, winter and spring of each reporting period. Data is entered individually by class and per Center, and then summarized across the 13 Centers using the ChildPlus Data Engine.

As a result of the assessment data collections and analysis, parent conferences are held to share the information. These conferences provide an avenue for the parents to see just how their children are progressing. Monthly parent bulletins are also provided which includes ideas for parents to help prepare their children for school readiness.

The winter assessment of the Creative Curriculum showed that children in all Centers made significant progress in the areas of Language Development and Literacy. In Language Development, there was a 57% increase in the progression of non-English-speaking children, and there was a 47% increase in the children's ability to speak English. In Literacy, there was a 43% gain in the children's ability to understand the concept of print, and a 55% gain in the ability to demonstrate knowledge of the alphabet.



# Head Start

It is to be noted that three additional domains will be added to the Child Outcome Assessment for the upcoming school year 2011-2012. These additional domains are:



- Logic and Reasoning
- Social Studies Knowledge and Skills
- English Language Development

This will bring the total domains to eleven, which will continue to enhance the children's education while at Head Start, and ensure that they are ready for the transition to Kindergarten.

## Pre/Post Screening Tool

The Dial-3 is the screening tool for children as it allows both three and four year-olds to be screened. This tool is a baseline screening tool for identifying strengths and weaknesses of the children in cognitive, motor and language skills. (The teaching staff must have parental consent prior to administering the screening.) The pre-screening is completed 7-10 days after the student's enrollment date, and the post-screening is completed at the end of the school term. The comparison of the pre and post will show the progression of skills mastered during the year.

Based on the results of the pre-screening, the teaching staff is able to determine the needs of each child, and to form a general plan as well as individualized education plans for each child which will help build on their strengths, and to help to strengthen their weaknesses. The post-screening, which is administered toward the end of the school term, determines if goals have been reached in preparing the children for their transition to Kindergarten.



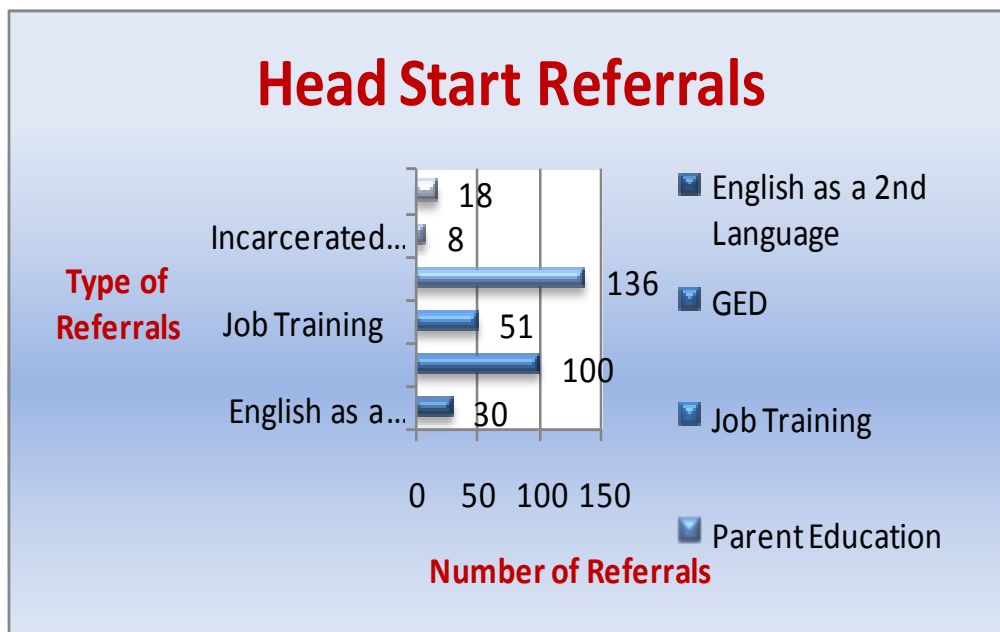


# Head Start

## Collaboration Between Service Areas

All service areas collaborate with the parents to ensure that the children are internalizing educational concepts, and to ensure a successful transition to public school. Field trips to the public schools allow the children to tour the schools, sit in on the Kindergarten classrooms, and to eat lunch in the school cafeteria. When it is time for Kindergarten screening, public school representatives are invited to the Centers in order to administer the required Kindergarten screenings. There is a two-fold advantage to having the representatives come to the Centers. First, the children are tested in their Head Start environment, which has become familiar to them, and where they feel a certain level of comfort; secondly, the parents do not have to miss time from work in order to take the children to the public school to be tested.

At the end of the year, the children who will transition from Head Start to Kindergarten are given a transition packet. The packet includes materials which the children have learned during the school year and which parents can use to help the children maintain their skills during the summer vacation.

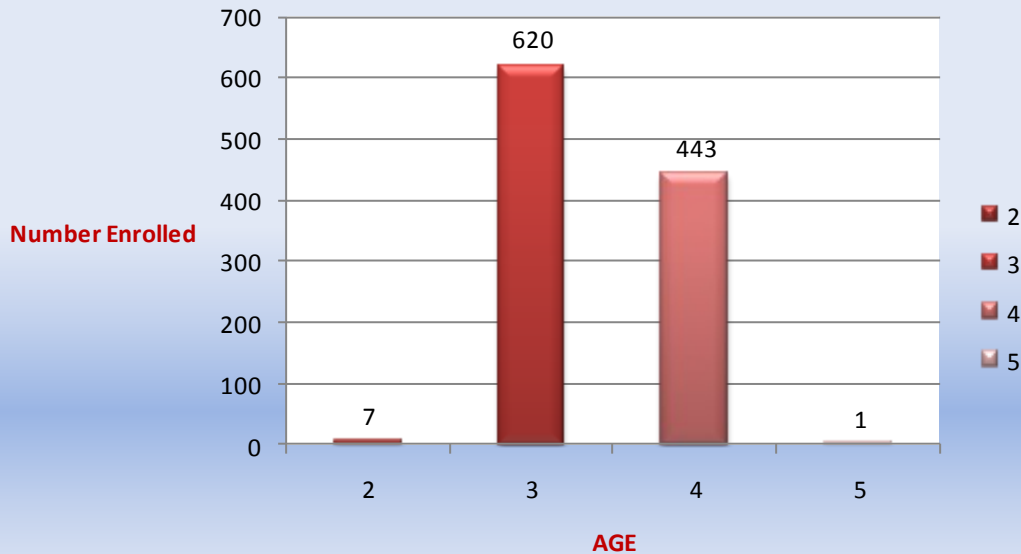


The following pages will show charts indicating the following:

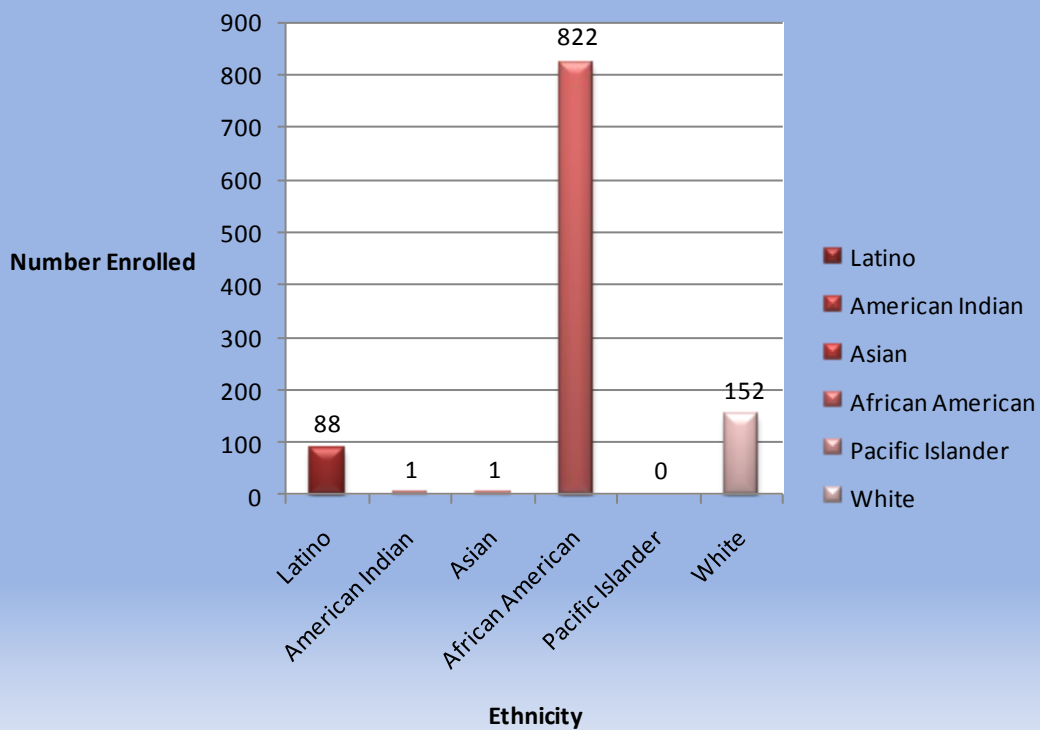
- Actual 2010-2011 Enrollment Per Age
- Actual Enrollment by Ethnicity
- Head Start Trends – 2000 thru 2010

# Head Start

## Actual Enrollment 2010 - 2011

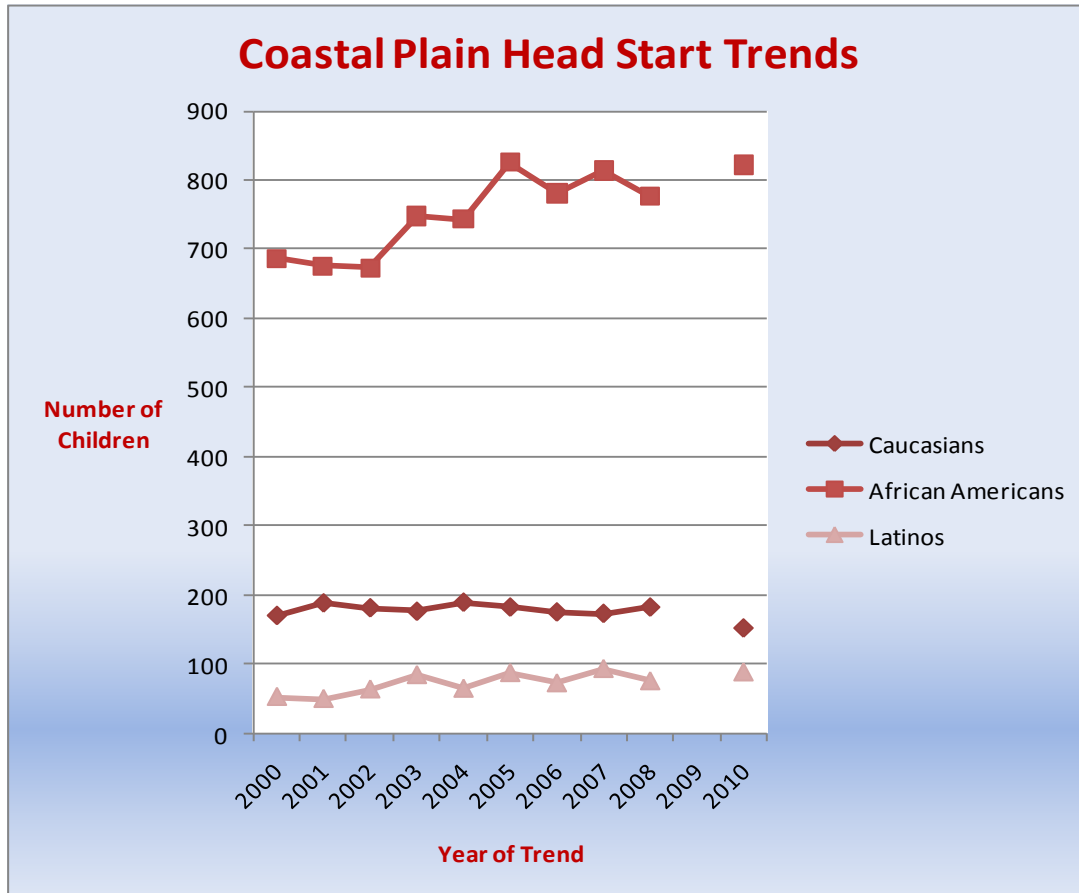


## Actual Enrollment by Ethnicity



# Head Start

The following chart will show Head Start racial trends among the African-American, Latino and Caucasian populations for the past ten years:



Year	Caucasians	African Americans	Latinos
2000	170	687	52
2001	188	676	49
2002	181	673	63
2003	176	748	84
2004	189	743	64
2005	182	826	87
2006	175	781	72
2007	173	814	93
2008	182	776	75
2009			
2010	152	822	88

# Head Start Facilities

Ben Hill Head Start  
410 E. Altamaha St.  
Fitzgerald, GA 31750  
(229) 423-3191



Lanier Head Start  
810 South Oak St.  
Lakeland, GA 31635  
(229) 428-3467



Nashville Head Start  
204 A Hazel Avenue  
Nashville, GA 31639  
(229) 686-3085



Lowndes 1 Head Start  
1613 Ulmer Avenue  
Valdosta, GA 31601  
(229) 244-6300



Brooks County Head Start  
1301 N. M. L. K. Dr.  
Quitman, GA 31643  
(229) 263-5662



Hallmark Heights  
605 Hightower St.  
Valdosta, GA 31601  
(229) 244-7773



Alapaha Head Start  
Highway 82 East  
Alapaha, GA 31622  
(228) 532-5222



Hahira Head Start  
403 Main Street  
Hahira, GA 31632  
(229) 794-3310



Cook County Head Start  
504 W. First Street  
Adel, GA 31620  
(229) 896-7322



RL Mack Head Start  
64 Tifton Eldorado  
Tifton, GA 31794  
(229) 382-5110



Irwin County Head Start  
311 Vo-Tech Rd.  
Ocilla, GA 31774  
(229) 468-5712



Turner County Head Start  
524 Martin Luther King  
Ashburn, GA 31715  
(229) 567-0233



Head Start Main Office  
2110 N. Patterson St. Suite B  
Valdosta, GA 31602  
(229) 244-5883

B. W. Lester  
2522 Copeland Road  
Valdosta, GA 31601  
(229) 247-9750



The Head Start service area is comprised of nine counties. There are thirteen (13) educational facilities with fifty-two (52) classrooms. Nine of the thirteen Centers are licensed through Bright From The Start, Georgia Dept. of Early Care and Learning. The remaining Centers are in the licensing process and should be completed this calendar year.

# Nutrition and Health

Coastal Plain Head Start has thirteen (13) Centers in nine (9) counties, covering a total of 3,495 square miles. Nine of the Centers have commercial kitchens with trained staff who provide meals for all thirteen Centers. Meals are provided through the use of food delivery vehicles which are equipped with heating and refrigeration units. The direct benefit and positive outcome of having these vehicles is the provision of quality meal service for the Head Start children and staff located in the four sites which are not equipped with commercial kitchens.

The nutritional needs and requirements of the children are met on a day-to-day basis, and by controlling the nutritional value of each meal, we are better able to ensure that the individual needs of each child are met. This also ensures that Head Start is in compliance with the Head Start Performance Standards, which state that meals must be high in nutrients, and low in fat, sugar and sodium.

This service area continues to seek out new ideas to help battle against childhood obesity. A weekly Nutrition Curriculum is taught each week in the classroom, and on Tuesday morning, there is a nutrition lesson. Every Thursday, the children enjoy a cooking activity which is linked to the lesson themes taught on Tuesday. These lessons coincide with other activities which are taught in the classrooms.

## Child/Adult Care Food Program (CACFP)



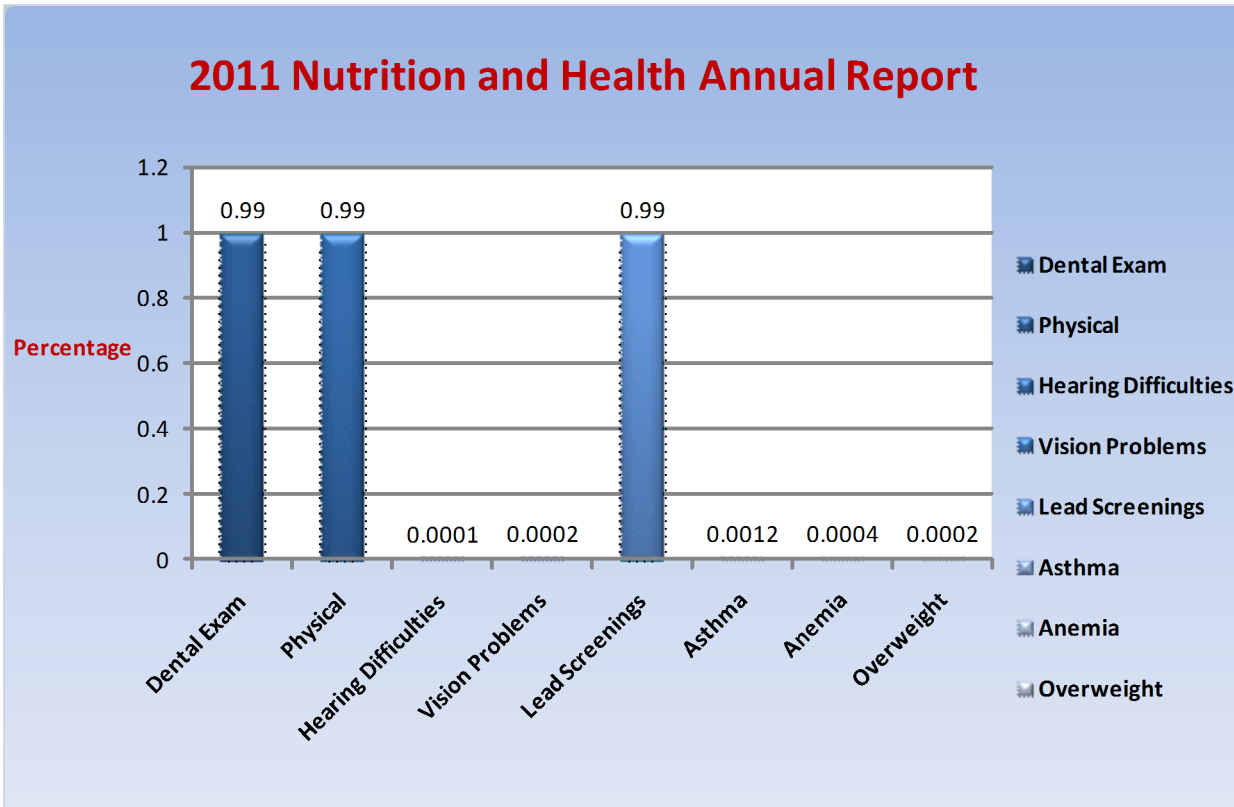
Head Start children are provided meals through Child/Adult Care Food Program (CACFP), which is federally-funded. This Program is efficiently monitored by Brenda Carter, Nutrition Consultant, who is employed by Bright From the Start. Mrs. Carter truly has a heart for ensuring that our children receive meals that are nutritionally valuable, and meet all Head Start Standards.

# Nutrition and Health

## Health

Realizing that good health is incumbent upon good nutrition, the Center staff encourages physical exercise by leading the children in structured outdoor play. The activities which are selected are not only healthy for the children and staff, but fun for all. We understand that if children are having fun, they will want to show their families and friends what they have learned thereby (hopefully) influencing them to better health and nutrition.

Included in the Nutrition/Health Service Area, are physical and dental exams, any vision or hearing challenges are addressed, lead screenings are performed, children with asthma, anemia and obesity are ensured that they will receive proper medical help.





# Nutrition and Health



Coastal Plain Head Start has thirteen Centers in nine counties covering 3,495 square miles. Nine of the Centers have commercial kitchens which provide meals for all thirteen Centers. This is achieved through the use of food delivery vehicles which are equipped with heating and refrigeration units.

With the purchase of our fourth vehicle this year, we are able to provide meals as follows.

<u>Purchase Date</u>	<u>Vehicle Year &amp; Model</u>	<u>Centers/Children Served</u>
4/95	1995 Chevy S-10 Hot Shot	Alapaha - 34
1/97	1997 Chevy C-1500 Hot Shot	Irwin - 34
5/06	2006 Chevy Silverado 1500 w/Mealstar HC 35/35	B.W. Lester -37
11/09	2009 Chevrolet Silverado 2500 w/Mealstar CH 70/35 Conversion	Hahira - 34

The direct benefit and positive outcome of having these vehicles is the provision of quality meal service for the Head Start children and staff located in the Centers which do not have commercial kitchens (four sites). The nutritional needs and requirements of the children are met on a day to day basis, and we are better able to provide for each child's individual diets in addition to controlling the nutritional value of the meals. This ensures that we are in compliance with the Head Start Performance Standards, which state that meals must be high in nutrients and low in fat, sugar and salt.

We continue to seek out new ideas to help the battle against childhood obesity. A weekly Nutrition Curriculum is taught each week in the classroom. On Tuesday morning there is a nutrition lesson and on Thursday, the children enjoy a cooking activity. The children enjoy the lessons and activities. They are not only linked to the lesson themes but the lessons coincide with other activities which are taught in the Centers each month.

# Disabilities and Mental Health

## Disabilities

During the 2010-2011 school year, this Service Area implemented advanced training on the referral process for the teaching staff. In that we serve nine (9) different counties, the DMH Manager collaborated with the local education agencies to train the Center staffs on the procedures for implementing the Response to Intervention (RTI) for each specific county. Due to the changes in the Federal Education Laws, the State Dept. of Education decided to change the referral and testing processes. When the screenings are completed and areas of concerns are identified, teachers must record the results on the required data sheet and select a research-based intervention plan. If the child does not make progress with the RTI, a referral for an evaluation must be made.

## Mental Health

Some of the children who enter Head Start sometimes have difficulties transitioning to a new environment; as a result, Mental Health Services are a crucial service which we provide to children and families. Due to the high numbers of children with behavioral issues, the Mental Health Provider is an integral necessity in providing on-site training to the staff as well as parents on how to address these issues. Calendars are dispersed to each Center on a monthly basis with important information with regard to behavioral issues, and ways to circumvent these issues.

## Collaborative Partners

Head Start is concerned with addressing the needs of all children, and providing relevant services and resources to those children with identified disabilities. Our collaborative partners, along with a description of each, are as follows:

### Babies Can't Wait



Services are for children from birth to the age three. A child's individual needs are considered, and services are based on these needs. Public and private providers service these children. The services include, but are not limited to hearing services, home visits, eye care, nutrition, occupational and physical therapy, psychological needs, social work services, special instruction, speech/language, nursing, medical/diagnostic, family training and counseling.

# Disabilities and Mental Health

## Bright From The Start



Administers the nationally known Georgia Pre-K Program. This partner is the licensing agency for professional as well as home-based child care centers. They administer Federal Nutrition Programs, manage the Quality Enhancement Program, house the Head Start Collaboration Office, distribute federal funding to enhance the quality and availability of child care, and work collaboratively with child care resource and referral agencies and organizations throughout the state of Georgia in order to enhance early care and education.



## Children's Medical Services (CMS)

Provide services for children and individuals from birth to 21 years of age. Services include physical assessments, diagnostic testing, development of a medical plan, corrective surgery, health education, social work assistance, nutrition services, financial assistance, and ongoing health care supervision.



## Easter Seals

Easter Seals provide family support for families with children ages 3 and older. The family support includes both staff provided and purchased goods and services including respite care, personal support, day habilitation, personal living benefits, dental services, medical care, specialized clothing and diagnostic services, recreational/alternative activities, environmental modifications, specialized equipment, therapeutic services, counseling services, specialized nutrition supplies, as well as other services.



## Child Care and Referral Agency

This Agency maintains the most current information about child care options in South Central Georgia. It provides parents with a list of child care providers who meet their individual needs. The program also assists those who are interested in becoming registered child care providers, as well as conducting training sessions and workshops to enhance provider services. For those individuals who are already providers, the Agency provides resources materials and serves as a "toy lending library."

# Disabilities and Mental Health

## Local Education Agencies (LEA's)

Local Educational Agencies give specialized instruction and/or speech and language services in facilities, homes or communities, or a combination of all.

## Interagency Collaborative Council (ICC)

The ICC serves as a steering committee for agencies which are responsible for serving young children in the local community. This is done by exchanging information among agencies, broadening public awareness of community programs, and assisting with the collection of data. The ICC also ensures that services are not duplicated in any way so that all services are effectively provided.



## Parent to Parent of Georgia, Inc.

Parent to Parent is a statewide network which provides support and information for parents with children who have disabilities or chronic illnesses. The Agency has printed disability information on over 1,000 disabilities or chronic conditions. Volunteer opportunities and training on how to become a Supporting Parent is available within this Agency.



## Children First

This Agency links children from birth to 4 years old to primary care providers and/or agencies that can meet their health and developmental needs.



## Local Public Health Departments

Local Public Health Departments serve all ages with services including physical evaluations and Denver II screening for children from birth to 4 years old. Health check assessments are also provided for Medicaid clients ages birth to 21 years old. WIC, immunizations, vision and hearing screenings, as well as other services, are also provided.

# Disabilities and Mental Health

## Private Pediatric Physicians

Various private pediatric physicians are dedicated to providing the highest possible quality of care while maintaining a fun and relaxed environment for the children. The staffs are experienced in the treatment and care of children, and ensure that their visits are comfortable.

We sincerely appreciate all of the partners who work with Head Start to ensure that our children and families receive the services which they deserve.

## Charts

The charts on the following pages will show services from Babies Can't Wait and Boards of Education in the counties which we serve. Due to the RTI (Response to Intervention), beginning referral numbers have decreased as far as referring children to the Departments of Education. Approximately 95-99% of referred children qualify each year for some type of special services.

**Chart I** will show data from Babies Can't Wait from all nine counties. **Chart 2** will show data from the Boards of Education in all nine counties; and **Chart 3** will show records from current and past years. Head start is mandated to serve at least 10% of children with disabilities. In order to maintain the mandated 10%, specific recruitment and outreach is done in the communities which we serve. Staff members have received training on recruitment and enrollment strategies with emphasis on ADA, 45CFR Part 84 and IDEA. Chart 3 will show the numbers of children served (2007-2011) as well as their particular disability.

### Babies Can't Wait

County	Category 1	Category 2
	Health Impairment	Significant Developmental Delayed
Berrien	4	10
Ben Hill	5	9
Brooks	6	8
Cook	6	8
Echols	0	0
Irwin	1	3
Lanier	2	8
Lowndes	29	107
Tift	8	31
Turner	2	3

# Disabilities and Mental Health

## Boards of Education

County	3 – Year Old Speech	4 – Year Old Speech	3 – Year Old Developmentally Delayed	4 – Year Old Developmentally Delayed
<b>Berrien</b>	2	2	0	2
<b>Brooks</b>	1	0	0	0
<b>Ben Hill</b>	5	9	0	0
<b>Cook</b>	1	1	0	0
<b>Lanier</b>	1	2	1	1
<b>Lowndes</b>	7	12	24	18
<b>Irwin</b>	6	1	0	0
<b>Turner</b>	1	0	0	0
<b>Tift</b>	0	4	4	3
<b>Total</b>	<b>24</b>	<b>31</b>	<b>29</b>	<b>24</b>

## Disabilities Enrollment 2007-2011

Primary/Significant Disability	# of Chil- dren 2007 - 2008	# of Chil- dren 2008 - 2009	# of Chil- dren 2009 - 2010	# of Chil- dren 2010 - 2011
Health Impairment	1	4	1	0
Emotional/Behavioral Disorder	0	0	0	0
Speech or Language Impairment	73	60	67	69
Mental Retardation/Intellectually Im- paired	0	0	0	0
Orthopedic Impairment	0	0	0	0
Hearing Impairment	1	2	0	0
Visual Impairment	2	0	0	0
Learning Disabilites	10	6	2	1
Autism	0	0	1	1
Traumatic Brain Injury	0	0	0	0
Non-Categorical Development Delay	15	35	54	45
Multiple Including Deaf/Blind	0	1	1	0
<b>Totals</b>	<b>120</b>	<b>108</b>	<b>126</b>	<b>116</b>



# Transition and Literacy

## Transition

Transition to Kindergarten is an exciting time for children and their families. Head Start takes a team approach to ensure a smooth delivery of services. Our goal is to make sure that parents and children have the support as well as the information needed to make a successful transition to school. All service areas play a vital role in this process.

The children take field trips to the schools to which they will transition which allows them to tour the schools, sit in on classes, and eat lunch in the school cafeteria. This gives them a real experience of a day in Kindergarten. Public school representatives are invited to the Head Start Centers to administer the required Kindergarten screenings. This is helpful to the parents since they don't have to miss a day at work to take their children to the public schools for testing. It also ensures that the children are in familiar surroundings when they are tested. The children also receive end-of-the-year transition backpacks, which include supplies and resources needed to continue literacy and language skills that have been learned throughout the academic year. A monthly Transition/Literacy Calendar is provided to families in order to enhance phonics, letter knowledge, fine motor skills, math, nutrition, and social skills.



## Literacy

Head Start addresses the literacy needs of children and families. At each Head Start site, a Literacy Center is available to support emergent literacy. Head Start promotes family literacy, as well. We encourage the family members to return to school to obtain GED's and to further their education by attending vocational schools or colleges. During this school year, several Head Start parents received their GED.

Head Start has also participated in reading initiatives over the years. This included Jumpstart's Read for the Record and Georgia Reads Aloud. Children in various counties have been recipients of books from Ferst Foundation for Childhood Literacy, the Chambers of Commerce, and the Valdosta Rotary Club Foundation.

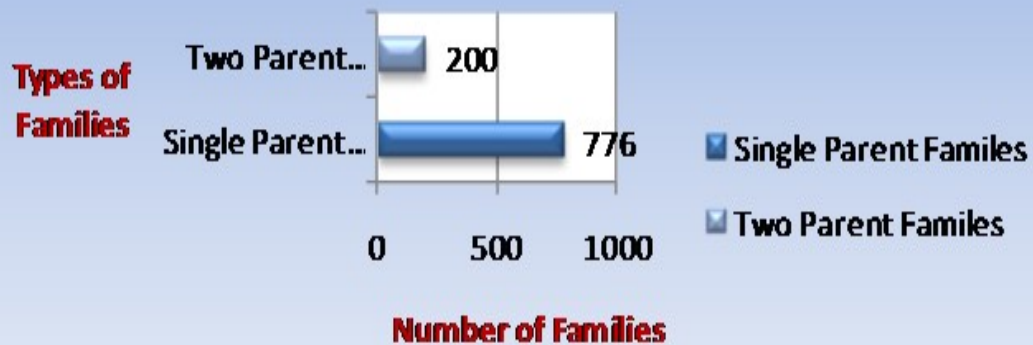
# Parent Involvement

## Fatherhood/Male Involvement

We strongly encourage and provide opportunities for parental involvement in the education of children. Fatherhood/male involvement is an initiative that provides opportunities for and encourages fathers to become involved in their child's everyday life and education. Some of the activities that were done during the school year were: Fun times with Dad, Teaching children about Black History, What it means to be a father, Gingerbread houses, Family Collages, Game night with Dad, Handprints with Dad, Carving pumpkins with Dad, and Field trips with Dad.

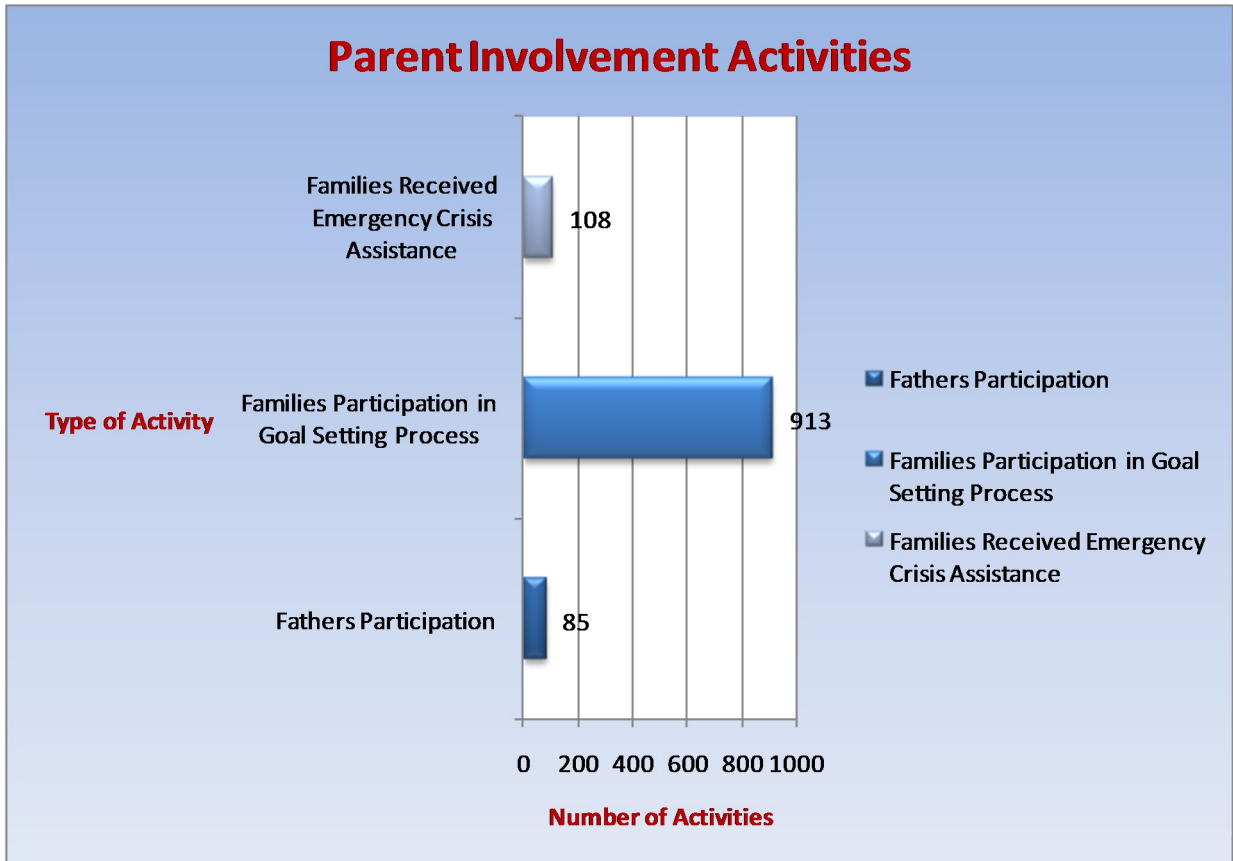


## 2010 - 2011 Parent Involvement

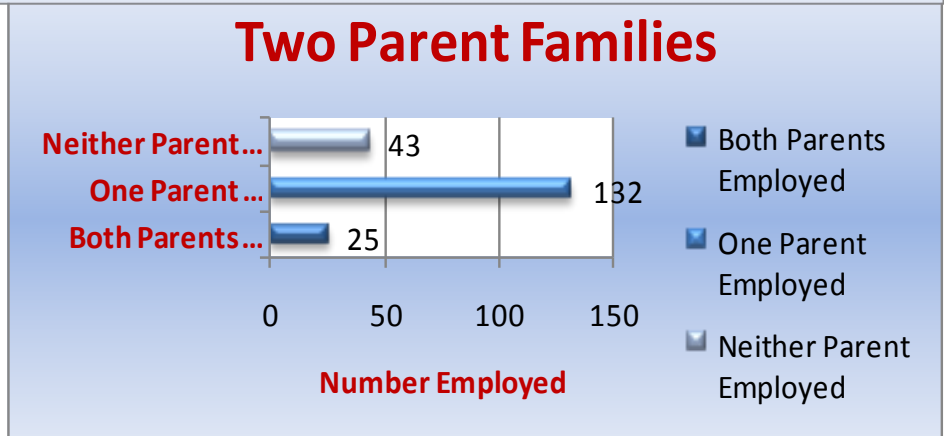


# Parent Involvement

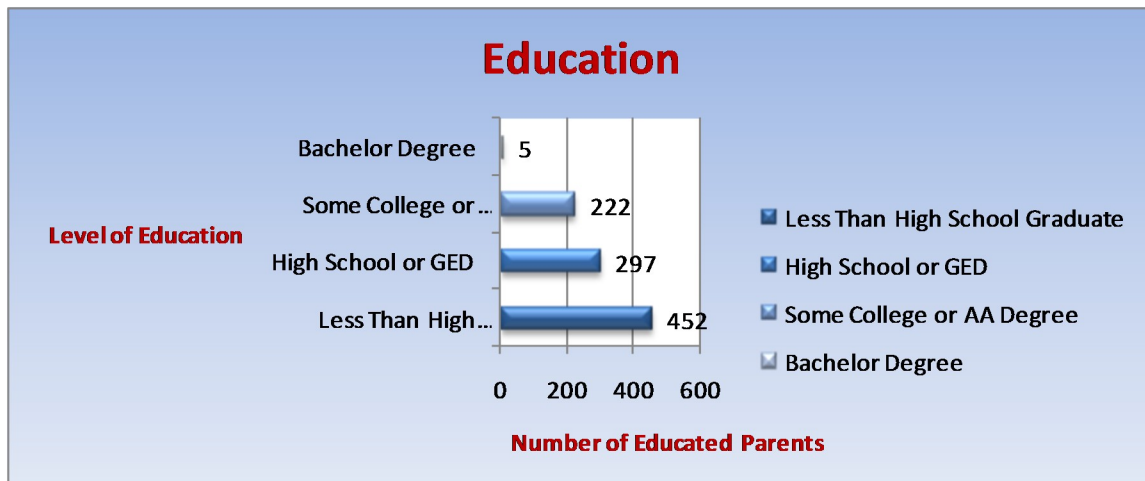
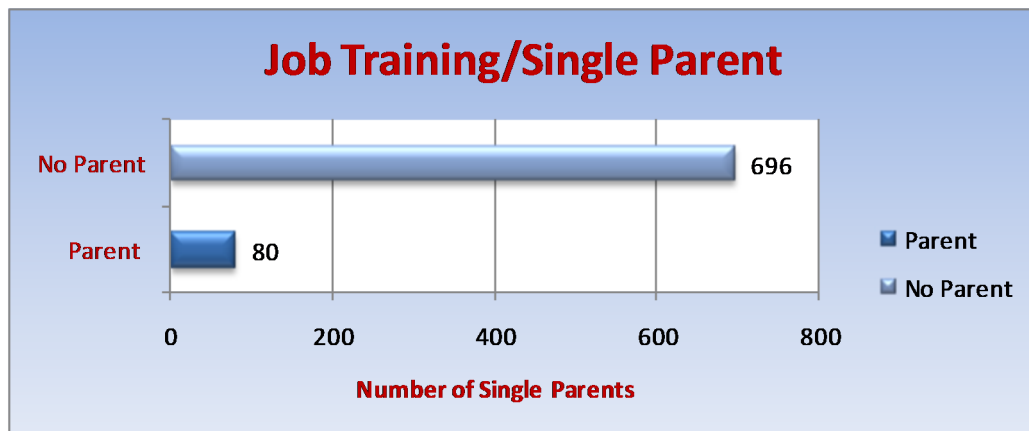
The Parent Involvement component is crucial to the success of the Head Start Program. Parents are encouraged to interact closely with the Head Start staff, and to become self-sufficient as they become more aware of the community resources which are available. Parents are encouraged to complete goals and partnership agreements that have been developed during the school year. This information is used to determine how well the staff is working together with the parents. During the 2010—2011 school year, parents were assisted by Center staffs in receiving information which is included in the graphs below.



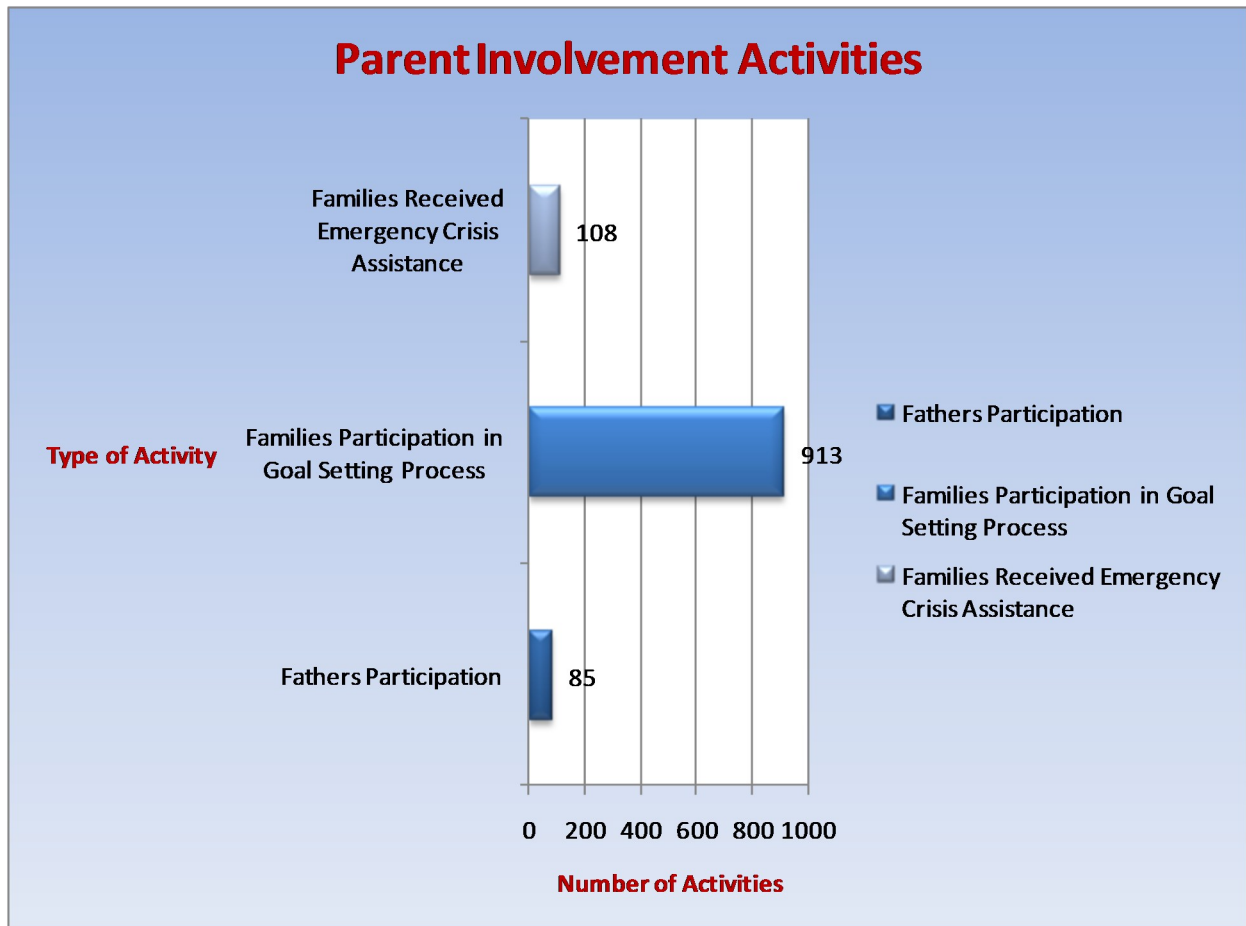
Head Start initiatives, such as homelessness, incarcerated fathers, and healthy marriages have also been provided for parents who need assistance in these areas. Sev-



# Parent Involvement



# Parent Involvement



# Transportation

Reliable and safe transportation is always a priority in meeting the needs of the Head Start children and families. A fleet of 36 buses provide transportation service for children to and from the Head Start Centers. The rural service areas are provided transportation by the local Boards of Education. On behalf of the Coastal Plain Area E.O.A., Inc. and the Board of Directors, we give special thanks to these Boards of Education for agreeing to provide services for our students in the rural areas.

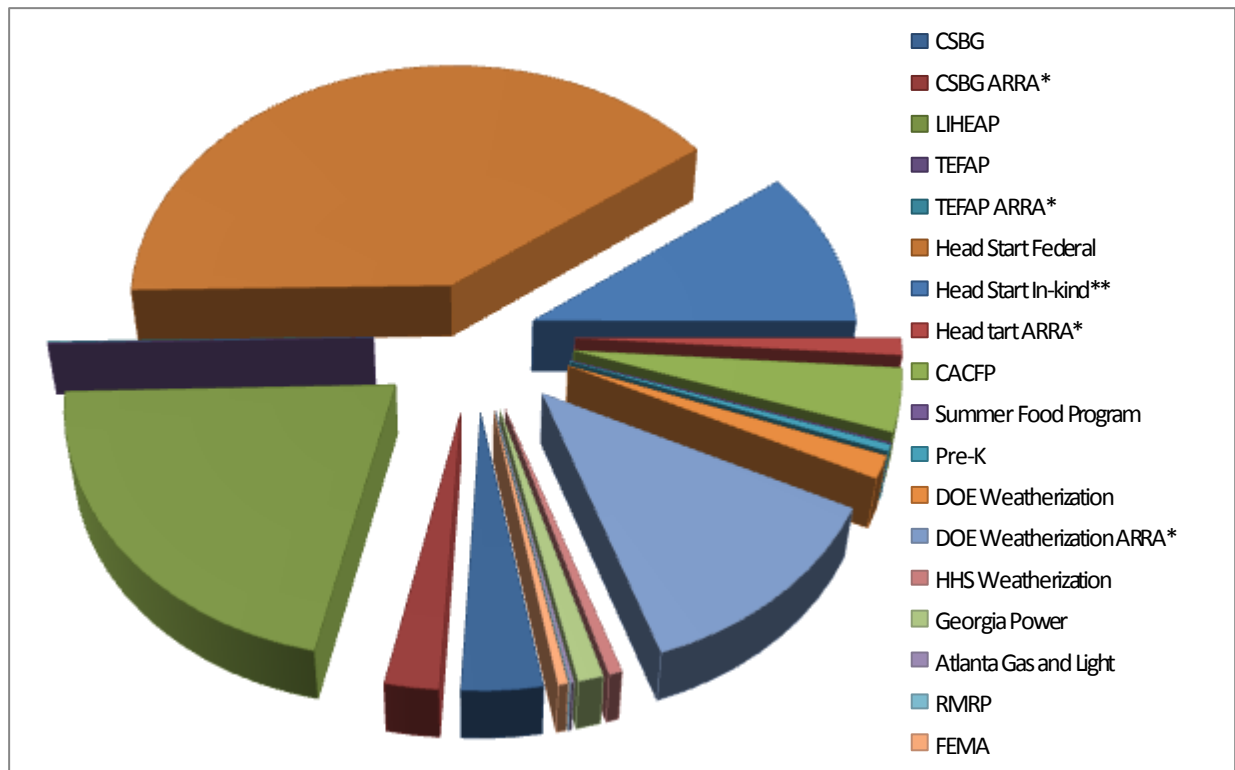




# Funding Analysis

## Fiscal Year Funding

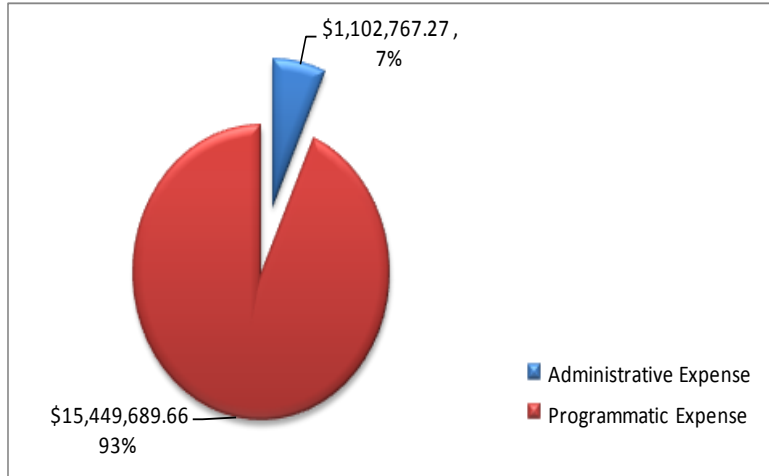
<b>Department of Human Services</b>	CSBG	\$ 606,689.94
	CSBG ARRA*	\$ 405,577.23
	LIHEAP	\$ 3,500,183.57
	TEFAP	\$ 9,059.79
	TEFAP ARRA*	\$ 11,996.22
<b>US Department of Health and</b>	Head Start Federal	\$ 6,603,259.13
	Head Start In-kind**	\$ 1,696,379.66
	Head tart ARRA*	\$ 182,265.98
<b>Bright from the Start</b>	CACFP	\$ 684,104.99
	Summer Food Pro-	\$ 8,105.75
	Pre-K	\$ 71,075.26
<b>U.S. Department of Energy</b>	DOE Weatherization	\$ 247,068.16
	DOE Weatherization	\$ 2,082,063.15
	HHS Weatherization	\$ 99,824.09
	Georgia Power	\$ 189,373.24
	Atlanta Gas and Light	\$ 25,000.00
	RMRP	\$ 3,046.00
<b>Federal Emergency Managemnet Agency</b>	FEMA	\$ 73,565.94
		<b>\$ 16,498,638.10</b>



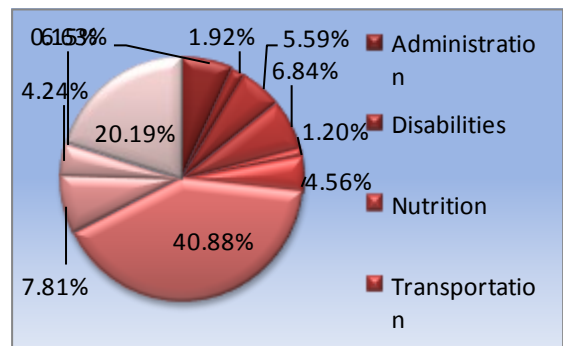
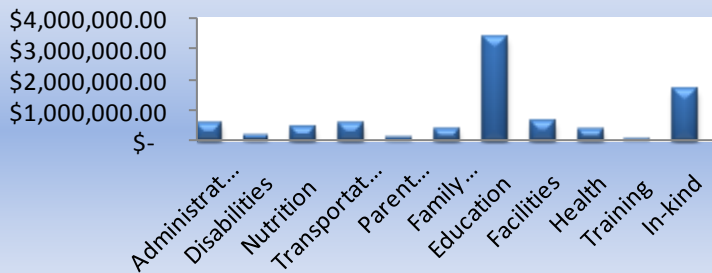
# Funding Analysis

## Agency Wide Administrative versus Programmatic Expense

Administrative Expense	\$ 1,102,767.27	6.66%
Programmatic Expense	\$ 15,449,689.66	93.34%
<b>Total</b>	<b>\$ 16,552,456.93</b>	

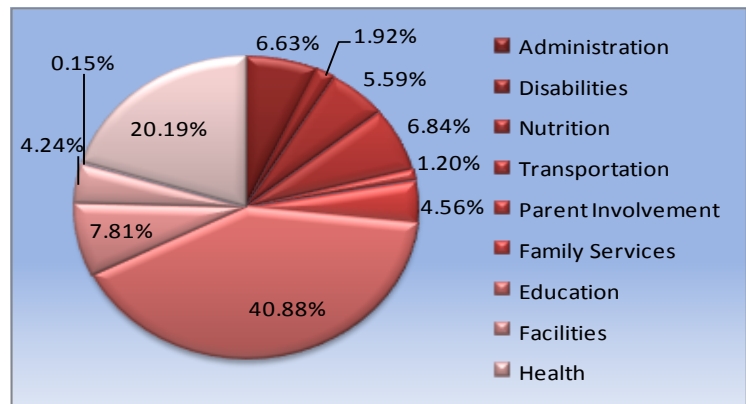
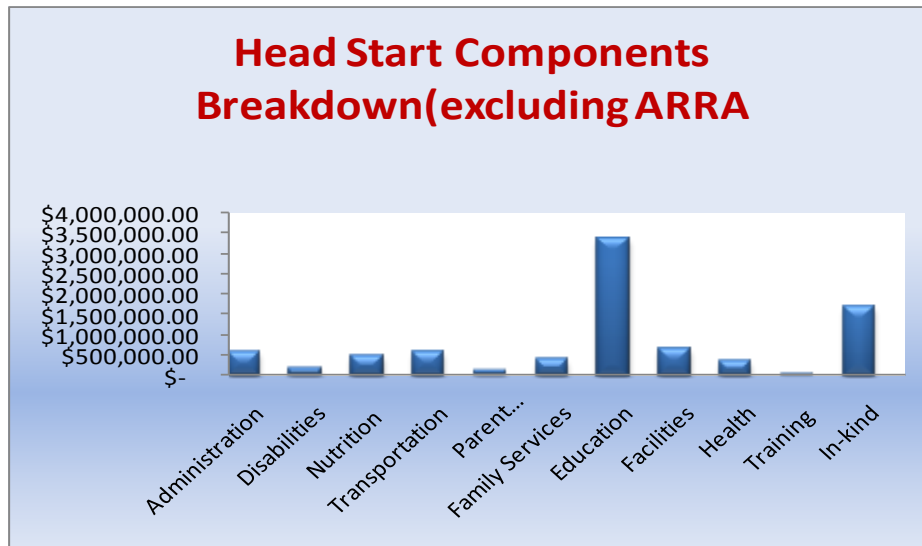


## Head Start Components Breakdown(excluding ARRA)



# Funding Analysis

Administration	\$ 541,961.70	6.63%
Disabilities	\$ 156,704.83	1.92%
Nutrition	\$ 457,287.81	5.59%
Transportation	\$ 559,351.58	6.84%
Parent Involvement	\$ 98,026.74	1.20%
Family Services	\$ 373,175.08	4.56%
Education	\$ 3,343,278.60	40.88%
Facilities	\$ 638,617.87	7.81%
Health	\$ 346,550.23	4.24%
Training	\$ 12,494.69	0.15%
In-kind	\$ 1,650,814.78	20.19%
<b>Total</b>	<b>\$ 8,178,263.91</b>	





## **The Community Action Promise**

Community action changes the lives of people, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community, and are dedicated to helping people help themselves and each other.

Coastal Plain Area Economic Opportunity Authority  
2601 Bemiss Road Suite L Valdosta, Georgia 31602  
229-244-7860 1-877-7860 Fax: 229-245-7885  
Member of the Georgia Community Actions Association  
[www.coastalplaineoa.org](http://www.coastalplaineoa.org)