

**Jackson-Vinton Community Action, Inc.**  
**Head Start**  
**2023-2024 Annual Report**

Head Start is a free federally funded preschool program designed for 3 and 4-year-old children from low income families. The program provides comprehensive education, health, nutrition, and parent involvement services as well as services to children with disabilities.

**Total number of children served:** 175    **Total number of families served:** 163  
**Grant funded enrollment:** 200    **Average Monthly Enrollment:** 158 (79% of funded)  
Each child that was income eligible or categorically eligible for Head Start that applied for the program, was offered an opportunity to enroll therefore, 100% of eligible children were served.

**Jackson Vinton Community Action Agency Fiscal Report**

January 1 – December 31, 2022

REVENUE AND SUPPORT	AMOUNT	EXPENDITURES	AMOUNT
Grants and reimbursement contracts	\$5,895,870	Children’s Programs	\$2,226,260
Program Income	\$251,174	Energy Programs	\$664,677
Interest Income	\$1,277	Community Services	\$2,538,534
Miscellaneous Income	\$19,351	Transportation	\$365,610
Sale of property/equipment	\$3,938	Housing Services	\$32,740
In Kind	\$251,212	Health Services	\$219,165
Net assets released from restrictions	\$107,771		
Total revenue and other supports	\$6,530,593	Total expenditures	\$6,046,986
<b>Change in Net Assets</b>			\$120,845

JVCA Head Start received was \$2,073,711 in Federal Operating funds. JVCA Head Start received no private funding. All donations of items or work was used for non-federal share at a value totaling \$238,926.00. Spending is outlined below.

Grant Year: April 1 2022- March 31, 2023

EXPENDITURE LINE ITEMS	2023-2024 APPROVED BUDGET	2023-2024 TOTAL EXPENSES
Personnel	\$1,360,501	\$1,204,514.60
Fringe	\$367,402	\$363,504.25
Travel	\$0	\$0
Supplies	\$33,972	\$54,312.75
Equipment	\$30,000	\$28,215.98
Other	\$257,962	\$361,613.62
Total PA 20	\$23,874	\$23,874
Total Federal Operating Funds	\$2,073,711	\$2,036,035.20
Unspent Funds		\$37,675.80
In-Kind/Match	\$238,926	\$238,926

A waiver of 50% of the Non Federal share was requested and approved. The number above reflects the approved amount with waiver.

<b>Budget Item Descriptions</b>	<p><b>Personnel and Fringe</b> Personnel is our largest expense. This money is used to pay staff salaries as well as all necessary fringe including health insurance, 401K retirement plans, FICA, unemployment, and worker’s compensation.</p> <p><b>Supplies</b> This category pays primarily for consumable product used in the classroom (paper, paint, crayons, playground items), kitchen (serving utensils, aprons, food services gloves), cleaning supplies (hand soap, trash bags, disinfectant), and the office (paper, ink, paper clips). It also pays for postage and copier maintenance.</p> <p><b>Other</b> This category covers most expenditures for program operations. Some items paid from other are bus insurance, maintenance, and fuel. Also, utilities and telephone bills, building maintenance, Mental Health Consultant contract costs, advertising, background checks, child tracking system software, and audit fees.</p> <p><b>Training and Technical Assistance</b> PA 20 funds are provided to ensure continuous professional development for staff as well as training for parents, Policy Council and Board members.</p> <p><b>Non Federal Share (In-Kind/Match)</b> 20% of the total budget must be Non Federal Share. Items used for the non federal share include, but are not limited to; real property; materials or equipment and services (items and time donated); classroom functions or parent’s time in the classroom; and home activities (parent/curriculum extensions).</p>
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**Results of Fiscal Audit**

There were no findings or material weaknesses identified in the most recent agency audit.

**Results of Federal Review**

There was Focus Area Two Review in December 2022. There were no areas of concern or deficiencies identified during the review.

<p><b>Preparing Children for Kindergarten</b> Children are introduced to literacy and math concepts such as letter and number recognition, counting, and rhyming. Parents received individualized kindergarten readiness checklists and information on kindergarten registration for their school district.</p> <p>The program uses <i>The Creative Curriculum</i>. Using <i>Teaching Strategies Gold</i>, which is the assessment system of Creative Curriculum, children’s progress is assessed throughout the school year in all developmental areas and is shared with parents so that they can take part in and be informed of their child’s kindergarten preparation.</p> <p>A school readiness report is attached as part of the Annual Report and is specific to outcomes information for this school year.</p>
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**Parent Events**

Family Night at the Movies was held in May for Head Start families.

Parent Committee meetings were held throughout the year to allow parent input on school readiness and family focused activities. Parents elected Policy Council members at the first meeting.

Policy Council meetings were held monthly.

The program used the Conscious Discipline Parenting Curriculum which is a program that provides meaningful activities that parents can do at parent meetings that can support their child's learning.

Pins with Pops was held in April as a Fatherhood Engagement Activity.

**Disabilities Services**

Active recruitment of pre-school age children with disabilities is a primary responsibility of the JVCAI Head Start program. 10% of enrolled children are children should have diagnosed disabilities. JVCAI Head Start works with the local school districts, through collaborative agreements, to identify, refer, and serve children with disabilities. During the 2023-2024 school year, a total of 18 children with disabilities were served. The program met the requirement of 10% of enrolled be children with disabilities.

**Health Services**

Head Start Performance Standards require staff to assist each family in identifying an ongoing source of medical care and a source of medical insurance coverage. During the course of the year, assistance is provided to families in the identification of these resources.

- 100% of children left the program with medical insurance
- 100% of children received a medical exam
- 72% of children served had received a professional dental exam
- 81% of children were up to date on their immunizations