

In accordance with Section 644 of the 2007 Head Start Reauthorization Act, the following annual report is hereby released as the official information regarding activities of Community Services of Northeast Texas, Inc.

Community Services of Northeast Texas, Inc.

304 E. Houston
Linden, Texas 75563

903-756-5596

Dan "Lucky" Boyd, NCRT
Executive Director

Charles Snowden
Board Chair

Bernadette "Berny" Harris
Head Start Director

DeAnna House
Director of Operations

Shelley Mitchell
Finance Director

Charlotte Hall
Human Resources Director

Programs operated and counties served:

	Bowie	Cass	Camp	Delta	Franklin	Harrison	Hopkins
Head Start	X	X	X				
Children/Adult Care Food Program	X	X	X				
Community Services Block Grant	X	X	X	X	X		X
Comprehensive Energy Assistance Pgm	X	X	X	X	X		X
Food Banks		X	X				
Salvation Army		X					
Department of Aging and Disability Svc.		X	X			X	
Targeting Local Communities (TLC)	X	X	X	X	X	X	X

	Lamar	Marion	Morris	Panola	Rains	Red River	Titus
Head Start			X				
Children/Adult Care Food Program			X				
Community Services Block Grant	X	X	X		X	X	X
Comprehensive Energy Assistance Pgm	X	X	X		X	X	X
Food Banks							
Salvation Army		X					
Department of Aging and Disability Svc.		X	X	X			
Targeting Local Communities (TLC)	X	X	X	X	X	X	X

Offices, occupied buildings, and locations of operation in the following cities:

Atlanta	Hughes Springs	Sulphur Springs
Bloomburg	Linden	Paris
Naples	New Boston	Mount Pleasant
Daingerfield	Texarkana	
Pittsburg	Jefferson	

Community Services of Northeast Texas, Inc. currently employs 137 employees. The total payroll for fiscal year ending September 30, 2014 was \$4 million.

CSNT, Inc. currently operates in 21 locations in a 14 county area. Nine of the locations operate the Head Start program. There are three locations operating the nutrition program. Other programs are operated throughout the service area, which extends to two additional counties for the nutrition program.

FINANCIAL DATA

Audited figures - Sept 30, 2015

Revenue

Federal Awards

Head Start	3,604,635
Community Services Block Grant	183,677
Comprehensive Energy Assistance Program	1,345,472

Fee-for-service contracts

AAA-ETCOG - Nutrition Program	11,014
DADS Nutrition Program	981,621
USDA-CACFP	126,628

Private Funds

Salvation Army	3,154
Targeting Local Communities	1,563
Other cash donations	11,411
In-kind donations	1,221,203
Upshur Rural Power Company	8,647

Total revenue all categories \$ **7,499,024**

Community Services of Northeast Texas, Inc. is a 501(c)3 charity, and as such retains no earnings from Federal awards, and all revenues are expended according to federal, state, and local regulations.

Expenditures

	Head Start	CSBG	CEAP	All others	Org. Total
Personnel	2,270,512	90,650	147,535	219,675	2,728,373
Fringe Benefits	562,540	24,850	13,056	63,567	664,013
Travel	9,650	7,625	1,456	2,153	20,885
Equipment ¹	119,685	5,193	3,038	-70,045	57,871
Supplies ²	154,458	6,932	1,290	-57,816	104,864
Contractual services ³					
Other (rent, utilities, operating expenses) ⁴	1,959,967	48,428	259,616	926,395	3,194,406
Direct assistance services to, or on behalf of clients			919,480		919,480
					7,689,892

¹ For Head Start, this line item includes vehicles and equipment over the cost of \$5,000

² Supplies in 'all others' includes all consumable and food costs for the nutrition programs

³ This line item is for contracted services outside the normal scope of program operation

⁴ The 'Other' category is used for all programs to include non-delineable items including, but not limited to rent, space costs, utilities, telephone, publications, fees, printing, legal, audit, insurance, fuel, repairs, travel costs not previously stated, building maintenance, safety costs, memberships, and all other standard operating costs.

Note: Revenue amounts represent program funding; expense amounts represent fiscal year amounts and may not equal entire program funding amounts

PROPOSED BUDGETS

Head Start

Personnel	\$	2,336,147
Fringe Benefits		675,146
Travel (4120)		12,150
Equipment		27,500
Supplies		125,500
Contractual		17,838
Facilities / Construction		0
Other (4120)		32,724
Other (4122)		501,938
<i>Total</i>	\$	<u>3,728,943</u>

Nutrition and Meal Delivery:

Salaries	\$	212,944
Fringe Benefits		74,958
Travel		1,750
Raw Food		594,567
Supplies		4,928
Equipment		4,992
Vehicle Costs		54,811
Other		40,664
<i>Total</i>	\$	<u>1,013,308</u>

Community Services Block Grant

Personnel	\$	194,802
Fringe Benefits		31,601
Travel		17,640
Equipment		7,600
Supplies		47,280
Contractual		7,000
Other		102,481
Indirect Costs		0
<i>Total</i>	\$	<u>408,404</u>

Comprehensive Energy Assistance Program

Administration	\$	243,237
Household Crisis		791,935
Utility Assistance		791,935
Program Services		121,385
Travel		1,200
<i>Total</i>	\$	<u>1,949,692</u>

HEAD START SERVICE DATA

Total number of children to be served based on Head Start funding	516
Average number of children served daily	524
Average monthly enrollment (as a percentage of funded enrollment)	91%
Percentage of eligible children served	87%

RECENT REVIEWS

The most recent review of the Head Start program revealed the following findings:

CSSR - Comprehensive Services and School Readiness (no areas of non-compliance)

Health & Safety - (No areas of non-compliance - one concern (1304.53(a)(10)(xiv) (bathroom flooring was replaced)

Classroom Assessment Scoring System - Results within the benchmarks set by Head Start

Eligibility, Recruitment, Selection, Enrollment, Attendance (ERSEA) and Leadership, Governance, and Management Systems - will be reviewed in the future

The most recent audit of Community Services of Northeast Texas, Inc. revealed the following:

Material weakness identified in financial reporting	NO
Material weakness identified in control over federal awards	NO
Significant deficiencies identified	NONE
Audit findings required to be reported under A-133	NONE
Auditee qualified as a low-risk auditee	NO
Financial findings and questioned costs	NONE

Auditor:

Jarred, Gilmore & Phillips, PA
Certified Public Accountants
1815 S. Santa Fe
P.O. Box 779
Chanute, Kansas 66720
620-431-6342

HEAD START MEDICAL AND DENTAL SERVICE INFORMATION

Percentage of enrolled children up-to-date on schedule of age appropriate preventive and primary health care	67%
Percentage of enrolled children receiving dental exams	89%
Percentage of enrolled children with up-to-date immunizations	99%
Percentage of enrolled children with an IEP	9%

PARENT ENGAGEMENT ACTIVITIES

CSNT, Inc. Head Start coordinates the following activities to promote parent involvement:

- Monthly Parent Committee meetings
 - Monthly Policy Council meetings
 - Volunteering in classrooms
 - Stress management training
 - Job search and counseling from Workforce of Northeast Texas
 - EMS basic first aid training
 - Local college and university financial aid training
 - Cooperation with the TOYS FOR TOTS program
 - Implementation of the FRED (Fathers Reading Every Day) program
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PREPARING CHILDREN FOR KINDERGARTEN

CSNT, Inc. Head Start engages in the following efforts to prepare children for public school:

- Provide a variety of learning styles and skill levels for school readiness
 - Provide opportunities for children to be independent and self-directed
 - Provide 'hands-on' activities
 - Establish healthy eating habits and proper lunchroom procedures
 - Provide orientation to Kindergarten Campus (when applicable)
 - Track and analyze data on each child's development using research-based assessments
 - Allow children to make a smooth transition into kindergarten
 - Coordinate with school districts and receiving programs for records needed
 - Initiate communication between Head Start and receiving program staff
 - Initiate joint training with Head Start teachers and receiving program staff
 - Provide parent-teacher communication for children making transition
 - Comply with *Performance Standards* Section 1304.41(c)(1)
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EFFORTS IN BUILDING SCHOOL READINESS

CSNT, Inc. Head Start engages in the following efforts to prepare children for public school:

- Participation in the Texas Kindergarten Readiness System
- Implementation of the Texas Pre-K Guidelines and the Head Start Framework
- Implementation of a state adopted, developmentally appropriate, research-based curriculum
- At least 15 hours of classroom-focused professional development annually for teachers
- Implementation of the Classroom Assessment Scoring System
- Implementation of Campus School Readiness Teams
- Monitoring of school readiness goals
- Partnerships with local education agencies
- Assessment systems that track data on a student's progress on a continuum
- Creation of student progress reports based on data

2016/2017 CAMPUS SCHOOL READINESS GOALS

Social & Emotional Development	Children will establish and maintain positive relationships with adults and peers.
Perceptual, Motor, and Physical Development	Children will demonstrate control, strength, and coordination of large and small muscles.
Approaches to Learning	Children will manage emotions with increasing independence.
Language and Literacy	Children will comprehend language and vocabulary.
	Children will notice and discriminate rhyme.
	Children will name letters of the alphabet and produce correct sounds associated with letters.
Cognition	Children will demonstrate number concepts and operations.
	Children will develop skills to ask questions, gather information, and make predictions.
Parent Involvement Goals	Parents will become aware of the importance of reading aloud to their children.

Student Achievement/Progress in School Readiness 2015/2016

	% Proficient at end of school			
	4-yr-old	3-yr-old	Disability	Dual Language
Rapid Letter Naming	24%	10%	16%	20%
Rapid Vocabulary	25%	17%	21%	16%
Phonological Awareness	78%	53%	58%	61%
Mathematics	83%	56%	65%	73%
Social-Emotional	92%	76%	83%	86%
Science	86%	71%	75%	70%
Social Studies	85%	70%	73%	73%
Approaches to Learning	91%	73%	79%	85%
Perceptual Motor/Physical	96%	84%	90%	92%

Number of persons receiving salary more than \$50,000	3
Federal minimum wage	\$ 7.25 per hour
Agency internal minimum wage	\$ 7.50 per hour
Head Start internal minimum wage	\$ 9.00 per hour

Community Service Division

Clients Served - 2014

Home delivered meals	223,562
CSBG	2,798
Energy Assistance	10,940
Salvation Army	405
Food Banks	2,279

CSNT, Inc. is an equal opportunity employer.

For an employment application, visit our website: www.csntexas.org



People Helping People

Our mantra: We do things the right way, the first time.

Our rule: The Grandmother Rule: It doesn't matter who is right, it only matters what is right.

Our four gospels:

1. It must be legal.
2. It must be according to the regulations.
3. It must be good for the program and the families and children we serve.
4. It must be good for our employees.