

Programs operated and counties served:

Head Start

Operated in four counties

Bowie Camp Cass Morris

Children/Adult Care Food Program

Operated in four counties

Bowie Camp Cass Morris

Community Services Block Grant

Operated in twelve counties

Bowie Camp Cass Delta Franklin Hopkins Lamar Marion Morris Rains Red River Titus

Comprehensive Energy Assistance Program

Operated in twelve counties

Bowie Camp Cass Delta Franklin Hopkins Lamar Marion Morris Rains Red River Titus

Food Banks

Operated in four counties

Camp Cass Marion Titus

Salvation Army

Operated in four counties

Camp Cass Hopkins Marion Morris

Home Delivered Meals

Operated in six counties

Camp Cass Marion Morris

* also Harrison and Panola, which are not in the main service area

Targeting Local Communities (TLC)

Operated in five counties

Bowie Camp Cass Marion Morris

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

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

Community Services of Northeast Texas, Inc. currently employs 137 employees. The total payroll for fiscal year ending September 30, 2017 was \$3.5 million.

CSNT, Inc. currently operates in 25 locations in a twelve county area. Nine of the locations operate the Head Start program. There is one location 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, 2017

Revenue

Federal Awards

Head Start	\$	3,694,229
Community Services Block Grant		506,636
Comprehensive Energy Assistance Program		2,214,492

Fee-for-service contracts

Adult Nutrition		204,302
USDA-CACFP		135,302

Private Funds

Salvation Army		3,145
Targeting Local Communities		1,122
Other cash donations		113,190
In-kind donations		1,282,651
Upshur Rural Power Company		4,819

Total revenue all categories \$ **8,159,887**

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	2,403,243	277,722	212,434	61,873	2,955,272
Fringe Benefits	591,659	58,505	40,183	29,333	719,680
Travel	11,882	25,144	1,113	3,287	41,426
Equipment ¹	27,500	645	3,648	19,917	51,709
Supplies ²	117,196	28,876	37,878	7,349	191,299
Contractual services ³					
Other (rent, utilities, operating expenses) ⁴	2,118,059	115,744	1,919,236	109,426	4,179,224
Direct assistance services to, or on behalf of clients			15,202	1,914,932	1,930,134
					10,068,744

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	\$	2,474,981
Fringe Benefits		618,745
Travel (4120)		12,150
Equipment		51,751
Supplies		143,037
Contractual		18,005
Facilities / Construction		0
Other (4120)		33,488
Other (4122)		511,135
<i>Total</i>	\$	<u>3,863,292</u>

Nutrition and Meal Delivery: United Health Care, and Cigna Health Spring

Salaries	\$	47,778
Fringe Benefits		16,506
Travel		0
Raw Food		76,273
Supplies		609
Equipment		1,192
Vehicle Costs		21,738
Other		14,964
<i>Total</i>		<u>\$179,062</u>

Community Services Block Grant

Personnel	\$	248,852
Fringe Benefits		54,958
Travel		21,005
Equipment		9,384
Supplies		22,778
Contractual		3,718
Other		69,028
Indirect Costs		0
<i>Total</i>	\$	<u>429,724</u>

Comprehensive Energy Assistance Program

Administration	\$	149,110
Household Crisis		830,219
Utility Assistance		830,219
Program Services		254,494
Travel		1,200
<i>Total</i>	\$	<u>2,065,242</u>

HEAD START SERVICE DATA

Total number of children to be served based on Head Start funding	516
Average number of children served daily	529
Average monthly enrollment (as a percentage of funded enrollment)	95%
Percentage of eligible children served	81%

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) (no areas of non-compliance)
- 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	79%
Percentage of enrolled children receiving dental exams	98%
Percentage of enrolled children with up-to-date immunizations	97%
Percentage of enrolled children with an IEP	10%

PARENT ENGAGEMENT ACTIVITIES

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

- Parent Committee meetings
 - Parent Trainings and Activities
 - Monthly Policy Council meetings
 - Volunteering in classrooms
 - Stress management training
 - Job search and counseling from local colleges
 - EMS basic first aid training
 - Local college and university financial aid training
 - Cooperation with the TOYS FOR TOTS program
 - Implementation of the FRED (Families Reading Every Day) program
 - Implementation of Walk Across Texas - Parents walking with their children
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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 state-adopted, 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 new *Head Start Program Performance Standards*
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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

2018/2019 SCHOOL READINESS GOALS

Social & Emotional Development	Children will use basic problem-solving skills to resolve conflicts with other children.
Perceptual, Motor, and Physical Development	Children will demonstrate effective and efficient use of large and small muscles.
Approaches to Learning	Children will demonstrate initiative and independence.
Language and Literacy	Children will develop strong receptive and expressive language skills.
	Children will name letters of the alphabet and produce correct sounds associated with letters.
Cognitive Mathematics Development	Children will name numbers and sequence count.
Parent Involvement Goals	Families will work with child/children to complete weekly home activities.

Student Achievement/Progress in School Readiness 2017/2018

% Proficient at end of school year in each area - Frog Street Assessment				
	4-yr-old	3-yr-old	Disability	Dual Language
Language and Literacy	81%	70%	68%	NA
Mathematics	87%	78%	81%	NA
Social-Emotional	53%	48%	53%	NA
Science	83%	88%	79%	NA
Social Studies	90%	88%	83%	NA
Approaches to Learning	86%	90%	81%	NA
Perceptual Motor/Physical	98%	97%	96%	NA
% Proficient at end of school year in each area - CIRCLE Assessment				
	4-yr-old	3-yr-old	Disability	Dual Language
Rapid Letter Naming	49%	25%	37%	46%
Rapid Vocabulary	48%	34%	39%	36%

Phonological Awareness	76%	58%	62%	69%
Mathematics	74%	58%	63%	64%
Social-Emotional	89%	76%	79%	92%
Science	88%	76%	81%	80%
Social Studies	87%	74%	76%	78%
Approaches to Learning	85%	75%	75%	92%
Perceptual Motor/Physical	95%	84%	87%	97%

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 2017

Home delivered meals

43,785

CSBG

5,364

Energy Assistance

8,208

Salvation Army

127

Food Banks

570

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.