CELEBRATING 50 YEARS
Promoting Self-Sufficiency Since 1965
A LETTER FROM THE CHIEF EXECUTIVE OFFICER

Community Action Agency celebrated 50 years of promoting self-sufficiency with open houses in each county office, highlighting each counties programs and successes. The preparation for each event provided an enlightening journey through time. CAA’s evolution included 10 Executive Directors; the addition of Lenawee County to the original structure of Jackson and Hillsdale; youth employment programs that included the manufacturing, packaging and selling of greeting cards; a drop in center for those experiencing issues with alcoholism; senior nutrition and chore provider programs; a community art center; rural transportation for seniors; and, most famously, the Center for Healthy Beginnings which is now the Center for Family Health. Our transitions in programming over the years speaks to our ability to meet our residents where they are and to provide opportunities for empowerment.

As we head into 2016 we will focus our efforts, once again, on completing a comprehensive community needs assessment to inform the future direction for CAA in Jackson, Lenawee and Hillsdale counties. The needs of each community are great but different and the strength of CAA is the local approach to fighting the causes and conditions of poverty. We will continue to work to ensure the programming provided in each county meets the need of those living in poverty and assists families and individuals along their journey to self-sufficiency. We look forward to working with you all to inform our work and as always, thank you for your support of Community Action.

Toby L Berry
Chief Executive Officer, Community Action Agency

2015 CAA BOARD MEMBERS

Public Sector
Julie Alexander, Jackson County
Jackson County Commissioner

Karol “KZ” Bolton, Lenawee County
Lenawee County Commissioner

John Calhoun, Jackson County, Board Chair
Columbia Township Treasurer

Bruce Caswell, Hillsdale County
Hillsdale County Commissioner

David Stimpson, Lenawee County, Past Chair
Lenawee County Commissioner

Andy Welden, Hillsdale County, Vice Chair
Hillsdale County Commissioner

Private Sector
Dennis Hill, Jackson County
First United Methodist Church

Annette Magda, Hillsdale County, Treasurer
Independent Farmer

Janis Montalvo, Lenawee County-Living in Lenawee Realty

Consumer Sector
Tina Burr, Hillsdale County
Advisory Representative

Gloria Corbett, Lenawee County, Secretary
Migrant Resource Council

Elyia Lamb, Jackson County
Head Start Policy Council Representative

Stevie Jo Schmidt Marks, Jackson County
Head Start Policy Council Representative

Trisha Steele, Lenawee County
Advisory Representative

Larry Socie, Jackson County
Advisory Council Representative
My Name is Melissa Dunbar, and I am a single mother of four sons. I used my time and invested it into the Getting Ahead™ class. I found that it was very educational with what is going on in our world today, and I could also relate tremendously.

While taking the Getting Ahead™ class I learned about the gaps between the rich and the poor, the many causes of poverty and how we can overcome them. We spoke among the class about people living in poverty and how they react in a crisis mode. Some things they experience are: HUNGER, LACK of HEALTH CARE, LIMITED HOUSING, UNRELIABLE TRANSPORTATION, DEBT, ABUSE AND SEPARATION...

While experiencing any or all of these issues, relationships are affected in many negative ways. Parents and children are both feeling the pain.

With Getting Ahead™ classes you can learn all the resources available in our community, and how to use them to become successful and begin your way to a stable future.

I personally recommend this class and feel that anyone can show positive benefits from the support available. I'm very thankful for the education, people, and environment that surrounds me. As a community, I believe we should work together for a change. I am 100% sure we accomplished this as a team with our class and advocator.
PROGRAM HIGHLIGHTS FISCAL YEAR 2014/2015

24,357 individuals served by Community Action Agency.

204 individuals helped with foreclosure prevention services.

153 individuals attended Homebuyer Education workshops.

756 individuals assisted with emergency fuel or utility payments.

41 families enrolled in the Complete Approach to Self-Sufficiency program.

85 Getting Ahead graduates.

Served 109 households experiencing a temporary crisis through homeless prevention services.

153 individuals attended Financial Literacy classes.

199 individuals attended Basic Budgeting classes.

5,569 individuals were connected to health care services for themselves or family members.

40 individuals obtained skills required for employment.

58 homes preserved or improved through construction, weatherization or rehabilitation.

Over $100,000 raised through our annual Walk for Warmth campaigns to help support families with heating emergencies.

960 children received warm winter clothing through Warm the Children.

7,913 households assisted through CAA’s Volunteer Income Tax Assistance (VITA) program.

77,163 volunteer hours donated

57,941 of the hours were donated by individuals who were considered low-income.
Eddie came to Community Action Agency in the midst of crisis. He had become homeless after divorce. He had lost his business and had reached his lowest point. He was eligible for CAA’s Transitional Housing program, which provides up to two years of assistance with housing needs. Determined and motivated, he only needed the program for one year. While in the Transitional Housing program, Eddie began doing work at Grand River Marketplace painting. His evenings were spent tinkering and it was then that he created his first piece of steampunk art.

Steampunk can be described as combining the Victorian Era with Sci-Fi. Eddie gifted Grand River Marketplace with the large artpiece for their opening, and that’s when his new career took off. Eddie took a series of courses called, “Creative Entrepreneurs” with Jane Robinson at Spring Arbor University.

When the opportunity to audition for casting for a reality show, Steampunk’d on GSN Network presented itself, he took it. Along with 23 other artists, Eddie was chosen to appear on the show. During the eight episodes, he won six of the challenges and ended up being the $100,000 winning finalist. “The most rewarding part of the whole experience was the support I received from my community”. When asked if winning has changed him, he shared, “I still drive my 1999 pickup, I have put some away, but I am investing in myself as well.” “The best advice I would give to anyone is that hitting rock bottom isn’t a bad thing; it’s an opportunity to totally rebuild your life.” He goes on to share, “In those darkest moments, surround yourself with positive people.”
Wayne and Jane and their family have a long-term relationship with Community Action Agency. It began in Jackson County, when their oldest daughter, Alicen, was in a 0-3 classroom at Lyle Torrant, followed by Head Start at the same site.

Their daughter, five year old, Emylei, has also been enrolled in Head Start and, toddler, IziAnn, has participated in Early Head Start.

Through Head Start, their Early Head Start staff worked with them “One of the benefits of working with Community Action Agency”, Wayne shares is that they let them know about and provided information to the family regarding other services and programs that could benefit the family as a whole.”

While living in Jackson County, they qualified to have their home weatherized through the Weatherization Program, making it more energy efficient and affordable for them to live.

The girls were also able to participate in the Warm the Children, a program that provides warm winter clothing for children 0 to 16 years.

In 2013, even though the family moved to Hillsdale, Wayne and Jane participated in the first round of the Getting Ahead series offered in Jackson County. Wayne was struck by how the information hit him in a personal way. It made him look at the way life was going and how they could have a say in what is happening in their lives. Wayne then was asked to co-facilitate the Getting Ahead series when it was first offered in Hillsdale County. “Until the graduation, I didn’t realize the impact my sharing my experience had on others,” says Wayne.

Wayne has also participated in the Proud Fathers program in Hillsdale. Along with Jane, Wayne has been active in volunteering with Policy Council and sharing their experiences.
After becoming disabled and exhausting his short-term disability benefits, David applied and was denied for Social Security benefits. The denial also meant he lost his long-term disability benefits. Suddenly, after serving his country in the military and working most his adult life, he now had no income.

It was suggested to David that he try a mens only shelter, but David wanted to remain with his friend Joyce. David and Joyce found the income-subsidized apartments, but they had a three year waiting list. Finding no solution that would allow them to stay together, David and Joyce were forced to stay with family members.

David decided to take advantage of a veterans discount to attend the Jackson County Fair and that decision would change his and Joyce’s lives forever. They met a member of CAA’s Supportive Services for Veterans and Families program, and after learning about programs CAA has to offer, they ended up taking a Homebuyer Education class to learn what was needed to become a homeowner. The class opened their eyes about credit scoring and they also attended the Financial Freedom class series and then the Getting Ahead™ series.

During this time, they learned about the HOME Program that rehabs houses for homeownership. They applied and were approved and are now the proud owners of a beautiful home.

Their gratitude is apparent and as we were talking about Joyce’s love for decorating for the holidays, David shared, “Getting this house is like winning the lottery.”
A Look Back Over 50 Years of Promoting Self-Sufficiency

1964
- **January 8th** - President Johnson declares "unconditional War on Poverty".
- **August** - Congress enacts the Economic Opportunity Act (EOA), creating Project Head Start, Community Action program, VISTA, Job Corps, Adult Basic Education, Neighborhood Youth Corps, Family Planning, Community Health Centers, Legal Services, and more...

1965
- Jackson/ Hillsdale Area Commission on Economic Opportunity (JHACEO) incorporated.
- Project Head Start operates 6 & 8 week summer sessions in Jackson and Hillsdale.

1966
- Head Start becomes year round program.

1967
- The Green Amendment passed - Allowed local officials to designate CAA for their area.
- The Quie Amendment of 1967 created Tripartite structure, 1/3 of CAA boards to be elected officials, 1/3 private sector representatives, and 1/3 low-income individuals. Giving people a voice in the process.
- The Community Action Center (CAC) operated by the St. Vincent De Paul Society was created in Lenawee County.
- Lenawee Free Primary Health Care Clinic opens.

1970
- Jackson & Hillsdale receive Operation Mainstream Program - Provides 6 months of on-the-job training for low-income individuals 22 and older.
- Jackson & Hillsdale-Youth Development Program begins.
- Lenawee-Health and Legal Aid Assistance provided.

1971
- CAA Joins NAACP to pilot "Self-Help Catering", later became the Summer Lunch Program.
- Jackson & Hillsdale-New Family Planning Program begins - partners CAA, Dept of Social Services, Health Dept to provide medical services.
- Jackson & Hillsdale develop Alcohol Drop-In Center.
- CAA sponsored Jackson County's Sickle Cell Anemia testing clinic with Human Relations Coordinating Committee.

1972
- CAA Serves hot meals to seniors at Camden Frontier.

1973
- Community Action Center in Lenawee joins Jackson & Hillsdale to Become Region II Community Action Agency.
- Senior Nutrition spreads to Hillsdale, Litchfield, and Reading.
- Toy Lending Library in Jackson begins.

1974
- Self-Help Garden Co-op. Consumers Power Company in Adrian gives permission for land owned by the company to be used by neighboring families for a community garden.
- Senior Nutrition begins in Jackson.
- Lenawee County adds three story building for Art Center for Lenawee County residents.
- CAA offers tax assistance.

1975
- Lenawee Emergency Food Pantry opens.
- CAA Weatherization program begins.

1976
- Cleaning Service launched by CAA County Cleaning and Chore Service, called 3 C program begins.
- CAA develops bus system for elderly-Community Action Rural Transportation for Seniors (CARTS)
- CAA in Hillsdale provides Free gardens for the elderly.

1977
- "Vibrations of a New Awakening" mural
dedication in Adrian.

- CAA begins operating WIC program in Lenawee county.

1980
- Rural Community Assistance Partnership (RCAP) begins. Helping to provide new and improved water, wastewater or solid waste systems.

1986
- Hillsdale Recycling Center begins.

1989
- Lenawee Literacy brought under CAA umbrella.

1990
- Center For Healthy Beginnings is established. Now called Center for Family Health.

1991
- Hillsdale Tool Loan Library begins providing tools and equipment for do-it-yourself repairs.
- Hillsdale Department on Aging becomes part of CAA.
- Walk for Warmth campaigns begin.

1992
- Homeless Benefit Concert in Jackson to assist programs for the homeless in Jackson held.

1993
- Senior Nutrition Program in Jackson transferred to Department on Aging.

1994
- Community Dispute Resolution Program (CDRP) begins, providing mediation and other forms of dispute resolution.

1996
- Early Head Start begins in Jackson.
- Volunteer Income Tax Assistance (VITA) begins in Hillsdale County.

1997
- CAA begins Work First Program in Hillsdale.

1998
- Name changed to Community Action Agency.

1999
- Work First program expands into Jackson & Lenawee counties.

2001
- Fatherhood Program begins.
- CAA sponsors Armory Arts Project mural completed by local youth.
- CAA begins Pre and Post homepurchase counseling, homeownership education, financial literacy, budget and credit counseling.

2002
- CAA Walking Tall Men’s Council 1st Father Fair held with former NFL Chicago Bears Player, Mike Singletary as celebrity speaker.

2006
- Partnership Park, new housing in a 20 square block neighborhood in the City of Jackson, breaks ground.

2007
- Youthbuild begins. Grant works with teens and young adults on getting their education and learning a trade.

2008
- Lenawee Medical Clinic spun off to the Family Medical Center.

2009
- The American Recovery & Reinvestment Act (ARRA) helped CAA hire local workers—general contractors, energy auditors and crews to test homes, install energy saving materials, and improve long term energy savings for families. CAA weatherized homes, apartments, senior living centers, and a local community shelter. CAA was one of the top producers of weatherized homes in the State of Michigan.
- Foreclosure Coalition launched with Town Hall meetings held in all three counties.
- National (National Endowment of the Arts (NEA) Big Read, Grapes of Wrath partner.

2011
- Neighborhood Stabilization Program (NSP) begins. It’s goal is to stabilize communities by redevelopment of foreclosed and abandoned homes.

2013
- Supportive Services for Veteran’s Families program begins.
- Getting Ahead’s first graduation.

2015
- Lenawee County WIC program holds 1st Breastfeeding Awareness Walk.
- Proud Fathers Program begins in Hillsdale.
- 50th Anniversary Celebrations held.
- Getting Ahead now in all three counties.
Community Action Agency Programs & Services

Community Development
Strengthen and build local communities/neighborhoods
• Neighborhood Stabilization
• Neighborhood Development

Financial Empowerment
Programs to increase individual and family self-sufficiency
• Complete Approach to Self-Sufficiency (CASS)
• Getting Ahead ™
• Individual Development Accounts (IDAs)
• Financial Stability Classes & Goals
• Credit Counseling
• Volunteer Income Tax Assistance (VITA)
• Family Self-Sufficiency (FSS)
• Emergency Services
• Heat a Home/Walk for Warmth
• Warm the Children

Education
Offering educational opportunities, birth to five years
• Head Start
• Early Head Start
• Great Start Readiness Program (GSRP)

Coordinating educational opportunities for adults
• Adult Basic Education
• English as a Second Language (ESL)

Housing
Home repairs, rehab, weatherization, education, rental, emergency assistance and counseling
• Weatherization
• Home Rehab and Repair
• Housing Programs for the Homelessness
• Homeless Prevention & Assistance
  • Supportive Services for Veterans Families
• Housing Counseling
  • Foreclosure Prevention Counseling
  • Homebuyer Education

Health/Nutrition
Medical, emergency and nutrition services
• Women, Infants & Children (WIC)
• Michigan Enrolls/Medicaid Enrollment
• Migrant Outreach Services
• Lenawee Substance Abuse Prevention Coalition (LSAPC)

Information Services
Advocacy services
• Local Poverty Data & Statistics
• Presenters available on poverty issues

Community Action Agency is an equal opportunity provider and employer.

COMMUNITY ACTION AGENCY 2015 BUDGET

<table>
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<th>Funding Sources</th>
<th>Amount</th>
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<td>Federal Grants</td>
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<td>State Grants</td>
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<td>Donated Materials</td>
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<td>Private Revenue</td>
<td>$1,058,734</td>
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Total Funding $18,714,996

FISCAL YEAR 2015 AREAS of INVESTMENT

- Education $3,399,464
- Housing $2,254,835
- Community Development $715,696
- Health & Nutrition $2,254,835

Promoting Self-Sufficiency in Jackson, Lenawee & Hillsdale Counties Since 1965
The Community Action Agency’s Children’s Programs provide a free program for children and families at 20 sites in Jackson and Hillsdale Counties. Our sites are located within 14 schools between the counties, as well as, four community partners.

<table>
<thead>
<tr>
<th>Location</th>
<th>Address</th>
<th>Phone Numbers</th>
</tr>
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<tbody>
<tr>
<td>Ashton Ridge</td>
<td>2921 Ashton Ridge Drive, Jackson, MI 49201</td>
<td>(517) 784-8305</td>
</tr>
<tr>
<td>Camden</td>
<td>4971 W. Montgomery Road, Camden, MI 49232</td>
<td>(517) 368-5559</td>
</tr>
<tr>
<td>Concord Community Schools</td>
<td>405 South Main Street, PO Box 338, Concord, MI 49237</td>
<td>(517) 524-6650 ext. 1303</td>
</tr>
<tr>
<td>Frost Elementary</td>
<td>1226 South WIsner St., Jackson, MI 49203</td>
<td>(517) 841-2539, (517) 841-2554</td>
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<tr>
<td>Greenfield ISD</td>
<td>3471 Beck Rd., Hillsdale, MI 49242</td>
<td>(517) 439-0909</td>
</tr>
<tr>
<td>Hanover-Horton School</td>
<td>131 Fairview St., Hanover, MI 49241</td>
<td>(517) 563-0103</td>
</tr>
<tr>
<td>Hillsdale CAA</td>
<td>55 Barnard Street, Hillsdale, MI 49242</td>
<td>(517) 437-3346</td>
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<tr>
<td>Hunt Elementary</td>
<td>1143 N. Brown Street, Jackson, MI 49202</td>
<td>Classroom 1: (517) 841-2642</td>
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<td></td>
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<td>Classroom 2: (517) 841-2643</td>
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<td></td>
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<td>Classroom 3: (517) 841-2644</td>
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<td>Classroom 4: (517) 841-2645</td>
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<td>Jonesville</td>
<td>136 Concord Road, Jonesville, MI 49250</td>
<td>(517) 581-7493</td>
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<td>Lincoln School</td>
<td>154 W. Clark Street, Jackson, MI 49203</td>
<td>(517) 788-6010</td>
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<tr>
<td>Litchfield</td>
<td>210 Williams Street, Litchfield, MI 49252</td>
<td>(517) 542-0005</td>
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<td>Lyle Torrant</td>
<td>1175 West Parnall Road, Jackson, MI 49201</td>
<td>Supervisor: (517) 937-7101, Family Advocate: (517) 581-8398</td>
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<td></td>
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<td>Classroom 1: (517) 784-7733</td>
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<td></td>
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<td>Classroom 2: (517) 788-5911</td>
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<tr>
<td>McCulloch Academy of Technology &amp; Science</td>
<td>216 East Biddle St., Jackson, MI 49203</td>
<td>(517) 841-3959</td>
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<tr>
<td>Northeast Elementary</td>
<td>1024 Fleming Ave., Jackson, MI 49202</td>
<td>(517) 841-2441, (517) 841-2442</td>
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<tr>
<td>Pittsford</td>
<td>9304 Hamilton Street, Pittsford, MI 49271</td>
<td>(517) 523-4228</td>
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<tr>
<td>Reading</td>
<td>221 Strong Avenue, Reading, MI 49274</td>
<td>(517) 283-3778</td>
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<tr>
<td>Salvation Army</td>
<td>806 E. Pearl, Jackson, MI 49201</td>
<td>Family Advocate: (517) 796-0283</td>
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<td>Classroom 1: (517) 796-0187</td>
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<tr>
<td></td>
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<td>Classroom 2: (517) 796-0253</td>
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<tr>
<td>Springport Elementary School</td>
<td>300 W. Main Street, PO Box 100, Springport, MI 49284</td>
<td>(517) 857-3465</td>
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<tr>
<td>Waldron</td>
<td>13380 Waldron Road, Waldron, MI 49288</td>
<td>(517) 286-6268</td>
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</tbody>
</table>

**PHILOSOPHY**

All children enrolled in the Community Action Agency’s Children’s Programs are entitled to early childhood experiences and settings that will prepare him/her for success by ensuring that each child is healthy, thriving, and developmentally on track, thus developmentally ready to succeed in school at the time of school entry.
ENROLLMENT

The Community Action Agency’s Children’s Programs, are both Federally funded and State funded to serve 168 pregnant women and children ages 0-3 in Home Based Services, and 819 children ages 3-5 in a Center Based Program.

More than 85% of the children served during the 2014-2015 year were Non-Hispanic or Non-Latino origin in background. More than 99% of the children in the program came from families who spoke English at home.

DISABILITIES

Children’s Programs ensure that every child with special needs is valued, supported and fully included in all aspects of the program. Staff work directly with children, school districts, teachers and families to ensure that everyone is aware of each child’s IFSP/IEP (individualized family service plan/individualized education plan) goals and that the goals are worked on collaboratively. Observations and assessments indicate that every child with an IFSP/IEP demonstrated growth in reaching their goals. In addition, Early Head Start and Head Start are mandated to provide 10% of their total funded enrollment to children with disabilities.
PREPARING CHILDREN FOR KINDERGARTEN

Preschoolers are learning all the time. They learn best through being active and having hands-on experiences. Community Action Agency’s Children’s Programs uses The First Three Years as its curriculum for pregnant women. The Creative Curriculum is used in Early Head Start, Head Start, and the Great Start Readiness Program to prepare children for kindergarten in the five important areas.

Mathematics:
Children slowly construct informal mathematical knowledge, beginning in the first few months of life. First-hand exploration is important for learning mathematics. As infants, and children begin to use their everyday experiences to construct a variety of fundamental mathematical concepts and strategies. The knowledge children acquire informally provides the foundation for the concepts and skills that they later learn formally in school.

Physical
Children learn to control their bodies. Their large muscles develop as they participate in such activities as balancing, running, jumping, throwing and catching. The small muscles in their hands develop as they button coats, string beads, cut and write.

Cognitive
Children in the program develop their thinking skills. Through activities such as sorting, classifying, comparing, counting and making patterns, they develop the ability to solve problems and think logically. Their imaginations and creativity are stimulated through working with crayons, paint, clay, and other media.

Language
Language development is a priority in the program. Children learn to use words to communicate with others, rather than pointing or using their hands. Children are encouraged to listen to and participate in conversations that expand their vocabularies.

Literacy
The early years are critical for literacy development. Children who do not learn to read and write by the end of primary grades are at risk for school failure. Literacy learning begins at birth. During the early childhood years, children engage in emergent reading and writing behaviors that form the foundation for conventional literacy. Unfortunately, many children do not receive the ongoing experiences that support this learning at home.

HEALTH
Community Action Agency’s Children’s Programs place a strong emphasis on the overall health and well-being of the children served. Families are assisted in locating free medical and dental care for their children. The program ensures that families receive assistance in enrolling for medical insurance as well. In addition, the program partners with physicians, dentists, and local universities and colleges who provide free or low-cost services for our children. Because of these efforts 95% of all children and pregnant women served during the 2014-2015 school year received medical exams and 97% received dental exams.

In order to promote good health in the classroom, all meals and snacks are planned by a registered dietitian and meet the nutrition standards established by CACFP. The program recently switched from white bread to whole wheat bread, from whole milk to 1% milk, and reduced the sugar and fat in meals served to children. During breakfast, lunch, and snack times, children learn about various foods and beverages that are healthy. Activities teach children the value of healthy eating and exercise.

Approximately 7% were over-income.
PARENT INVOLVEMENT

Parents are children’s first and most important teachers. To assist parents in taking an active role in their children’s education, both now and in the future, the program emphasizes parent involvement. Parents are taught about the stages of child development and what they can do to nurture development at each stage. Head Start and Early Head Start parents are encouraged to work with their children at home and to volunteer in the program.

The following are a sample of the parent involvement activities held during the 2014-2015 school year:

* Meet & Greet
* Family Focus
* Center Committees
* Policy Council
* Health Advisory Council
* Parent Workshops
* Parent Volunteers
* Parent/Teacher Conferences
* Home Visits
* Playgroup (Early Head Start)
* SCHLinks
OUTCOMES

To ensure that we are preparing children for kindergarten, assessments are done three times per program year using Teaching Strategies Gold online software. This is an observational assessment that clearly links our curriculum and lesson planning. The assessment, establishes expected ranges for each area assessed. Focus is given to social and emotional development, physical development, language development, cognitive development, literacy and math.

**Percentage of Children Meeting Expectations for Head Start & Great Start Readiness**

As indicated in the in the graph above, our lowest scoring areas in TS Gold is mathematics. Although, huge strides were made from the Fall checkpoint to the Spring - this area is still the main focus for our teachers to try and close the gap. Efforts for closing the gap involve additional training with staff, curriculum enhancements (Handwriting Without Tears Math), and ensuring validity.

**Percentage of Children Meeting Expectations for Early Head Start**

Much like Head Start, Early Head Start assesses each child at 3 different time points each year using Teaching Strategies Gold On Line. But unlike Head Start, with a definite start and end date in the Fall and Spring, Early Head Start enrolls infants and toddlers throughout the year as openings occur. This means that there may be different children included at each assessment checkpoint- implying the importance of individualizing developmental goals and progress for each child.

Babies develop in predictable patterns. For example, babies typically crawl before walking and babble before they begin to form words. Even with these predictable milestones, there can be a great deal of variance on when each child progresses in each developmental domain. In 2014/2015, Spring data indicates percentages of children meeting expectations of developmental mastery as follows:

As indicated our lowest scoring area in TS Gold is Language. Which has historically been one of the lower performing areas where as self-help and gross motor skills have assessed at a higher level. In an effort to accurately assess child developmental gains EHS Home Visitors created a scoring guide to ensure more consistency in scoring and will utilize TS Gold suggested developmental activities to address language development gains.
In January 2016, our auditors, Rehmann Robson, found “…the financial statements referred to present fairly, in all materials respects, the financial position of Community Action Agency as of September 30, 2015, and the change in its net assets and its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.”

**RESULTS OF THE MOST RECENT REVIEW BY THE FINANCIAL AUDIT**

The annual self-assessment for Community Action Agency’s Children’s Programs was held from January 7, 2015 through February 20, 2015. The guideline for the self-assessment process was the Office of Head Start 2015 Monitoring Protocol. Teams consisting of staff, Board Members, Policy Council Members, parents and community members reviewed documents, files, systems, procedures and interviewed parents as well as staff. Classroom and bus ride observations were also conducted as part of the self-assessment process. Teams were led by a management or administrative staff member who was assigned the responsibility for reporting any findings and writing quality improvement plans.

The program was found to be compliant in all areas. This program is supported with a curriculum that is developmentally appropriate, has adopted Positive Behavior Support in each classroom and supports the teachers with ongoing training. Assessment is obtained through observation and Developmental Indicators for the Creative Curriculum Teaching Strategies Gold. All concerns are addressed through referral to the LEA. The CLASS instrument is used to monitor the teachers, the environment and determines teachers’ level of skill and needed training.

In addition to the focus groups, staff and parent surveys were distributed. Completion rate and results were positive, 76% of staff participated and 43% of parents responded.

Community Action Agency’s Children’s Program continues to be a vibrant organization functioning very well. Due to the constant tracking and monitoring of this program, problems are able to be detected and corrected before they become major areas of concern. We are proud of the many innovations we have made this year towards program excellence and will continue working towards providing the best services to the neediest children and families of Jackson and Hillsdale Counties.

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**FUNDING**

The Community Action Agency’s Children’s Programs are funded by both State and Federal funds. Below are the sources and amounts of our funding for the 2014-2015 fiscal year.

**Federal Funds**
- Dept. of Health & Human Services
  - Head Start: $5,666,106 (57%)
  - Early Head Start: $2,088,010 (21%)
  - USDA: $237,119 (2%)
- TOTAL: $7,991,235 (81%)

**Non-Federal Funds**
- Mi. Dept. Of Ed.
  - GSRP: $1,890,580 (19%)
- TOTAL: $9,881,815 (100%)

**EXPENDITURES**

For the Fiscal Year 2014-2015, 87% of the Community Action Agency’s Head Start and Early Head Start Programs total expenditures were for program, training, and family support. The remaining 13% was for administration.

**2014-2015 Approved Budget**

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel</td>
<td>$3,291,609</td>
<td>57%</td>
</tr>
<tr>
<td>Fringe Benefits</td>
<td>$1,991,691</td>
<td>37%</td>
</tr>
<tr>
<td>Supplies</td>
<td>$211,133</td>
<td>4%</td>
</tr>
<tr>
<td>Travel</td>
<td>$27,300</td>
<td>1%</td>
</tr>
<tr>
<td>Contractual</td>
<td>$624,995</td>
<td>10%</td>
</tr>
<tr>
<td>Training &amp; Technical Ass.</td>
<td>$106,654</td>
<td>2%</td>
</tr>
<tr>
<td>Parent Activities/Support</td>
<td>$40,390</td>
<td>1%</td>
</tr>
<tr>
<td>Other</td>
<td>$673,131</td>
<td>11%</td>
</tr>
<tr>
<td><strong>Total Personnel Costs</strong></td>
<td><strong>$5,283,300</strong></td>
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<tr>
<td><strong>Direct Costs</strong></td>
<td><strong>$6,966,903</strong></td>
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</tr>
<tr>
<td><strong>Indirect Costs</strong></td>
<td><strong>$787,213</strong></td>
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</tr>
<tr>
<td><strong>Total Federal Funds</strong></td>
<td><strong>$7,754,116</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Non-Federal Share</strong></td>
<td><strong>$1,938,529</strong></td>
<td></td>
</tr>
</tbody>
</table>

**2014-2015 Total Expenses**

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel</td>
<td>$3,482,958</td>
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<tr>
<td>Fringe Benefits</td>
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<tr>
<td>Supplies</td>
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<tr>
<td>Travel</td>
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<tr>
<td>Contractual</td>
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<td>Training &amp; Technical Ass.</td>
<td>$106,654</td>
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<tr>
<td>Parent Activities/Support</td>
<td>$29,726</td>
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<tr>
<td>Other</td>
<td>$708,503</td>
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<tr>
<td><strong>Total Personnel Costs</strong></td>
<td><strong>$5,371,420</strong></td>
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<tr>
<td><strong>Direct Costs</strong></td>
<td><strong>$6,953,775</strong></td>
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<tr>
<td><strong>Indirect Costs</strong></td>
<td><strong>$800,341</strong></td>
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</tr>
<tr>
<td><strong>Total Federal Funds</strong></td>
<td><strong>$7,754,116</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Non-Federal Share</strong></td>
<td><strong>$1,938,529</strong></td>
<td></td>
</tr>
</tbody>
</table>

Promoting Self-Sufficiency in Jackson, Lenawee & Hillsdale Counties Since 1965
THE WAR ON POVERTY

The War on Poverty is something that we cannot fight alone. Alone we can’t, together we can. Three ways you can help: Donate, Volunteer, and Share.

Donate
1) Go to www.caajlh.org, Click on “Donate” on the top bar to donate by credit card.
2) Mail your check payable to Community Action Agency (CAA)
1214 Greenwood Ave, Jackson, MI 49203

You can chose exactly where your money goes:
• Emergency Needs
• Head Start or Early Head Start
• Financial Coaching/ Credit Counseling/ Financial Literacy/ Getting Ahead
• Heat a Home
• Warm the Children

For larger gifts or questions regarding donations, call Patsy Hart at (517) 784-4800, ext 265

Volunteer by going to our website at www.caajlh.org and selecting the Volunteer tab at the top.
Share the information to help others

HOW TO REACH COMMUNITY ACTION AGENCY

Jackson County Office:
1214 Greenwood Ave,
Jackson, MI 49203
Phone: (517) 784-4800 or (800) 491-0004

Lenawee County Office:
400 West South St.,
Adrian, MI 49221
Phone: (517) 263-7861 or (800) 438-1845

Hillsdale County Office:
55 Barnard St.,
Hillsdale, MI 49242
Phone: (517) 437-3346 or (800) 750-9300

check us out on the world wide web at: www.caajlh.org

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Archived Community Needs Assessment Reports are available at: www.caajlh.org under heading Reports & Research.