

**McIntosh Trail Early Childhood Development Council,
Inc.**

ANNUAL REPORT

2011 FISCAL YEAR

2010-11 SCHOOL YEAR

VISION

To reach eligible infants, toddlers, and preschoolers and their families in our service area and positively affect their lives by assisting them in obtaining the skills necessary to achieve social competence and be cognitively and physically ready to learn and grow.

McIntosh Trail Early Childhood Development Council, Inc.

565 Recreation Drive ~ Jackson, Georgia 30233

Elaine Brown
Head Start Director

Dr. William Nesbit
Board Chairman

Ella Allen
Executive Director

Report from the Chairman

McIntosh Trail ECDC Inc. delivered excellent service to the Head Start, Early Head Start, and Pre-K children served last year. The agency is delivering excellent services now. The agency is confident that it will deliver excellent services to its population in the future.

Our strength is in working together, staying together, and ensuring positive outcomes from the services we provide for low-income children and their families. We believe that success comes from the ability to do a task right the first time, and then do it right every time.

The federally funded programs that the agency serves are Head Start and Early Head Start. Pre-K is state funded through the lottery. The Governing Board, in concert with the agency leadership team, ensures that the teaching staff and classroom resources are appropriately provided to maximize student performance in all three programs. The agency further takes advantage of every opportunity to train its employees in their prospective areas of job performance.

The parents remain an integral part of our total program. They volunteer to serve as chaperons on field trips, assist teachers with playground and classroom activities where their children are enrolled. These parents are willing to receive parental training provided by the agency to better serve as effective volunteers. The agency utilizes every opportunity to assist parents with babysitting services when they participate in meetings, conferences, and training sessions.

The Governing Board is the solid rock on which the agency operates. The Board is constantly seeking better ways to serve the many low-income children and their parents in its jurisdiction. Annually, the agency conducts a Community Survey to ascertain the health, social, economic, and educational needs of the community. The Community Survey results enable the agency to strengthen the services it provides and in some instances new services are created.

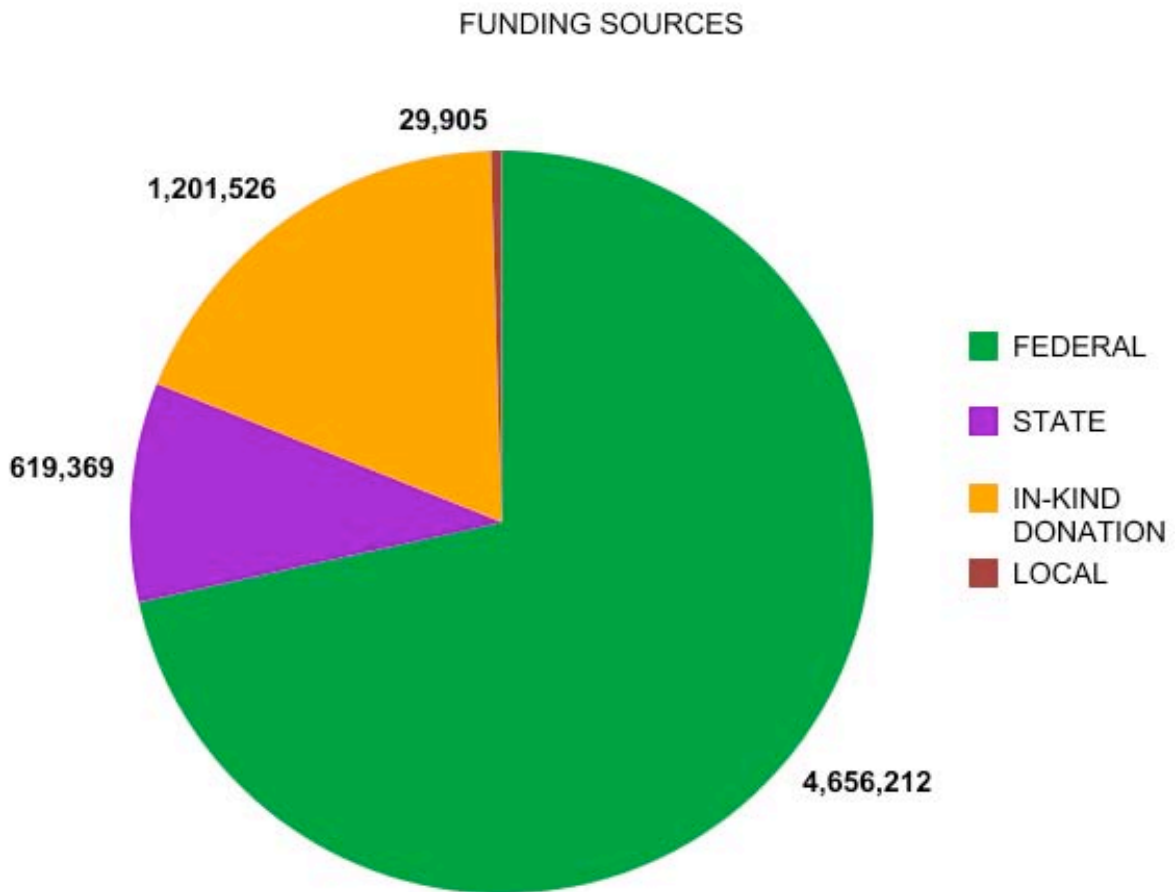
Sincerely,

Dr. William Nesbit

Board Chairman

The following chart shows public and private funds received and the amounts:

- Federal \$4,656,212
- State \$619,369
- Local \$29,905
- In-kind donations \$1,201,526

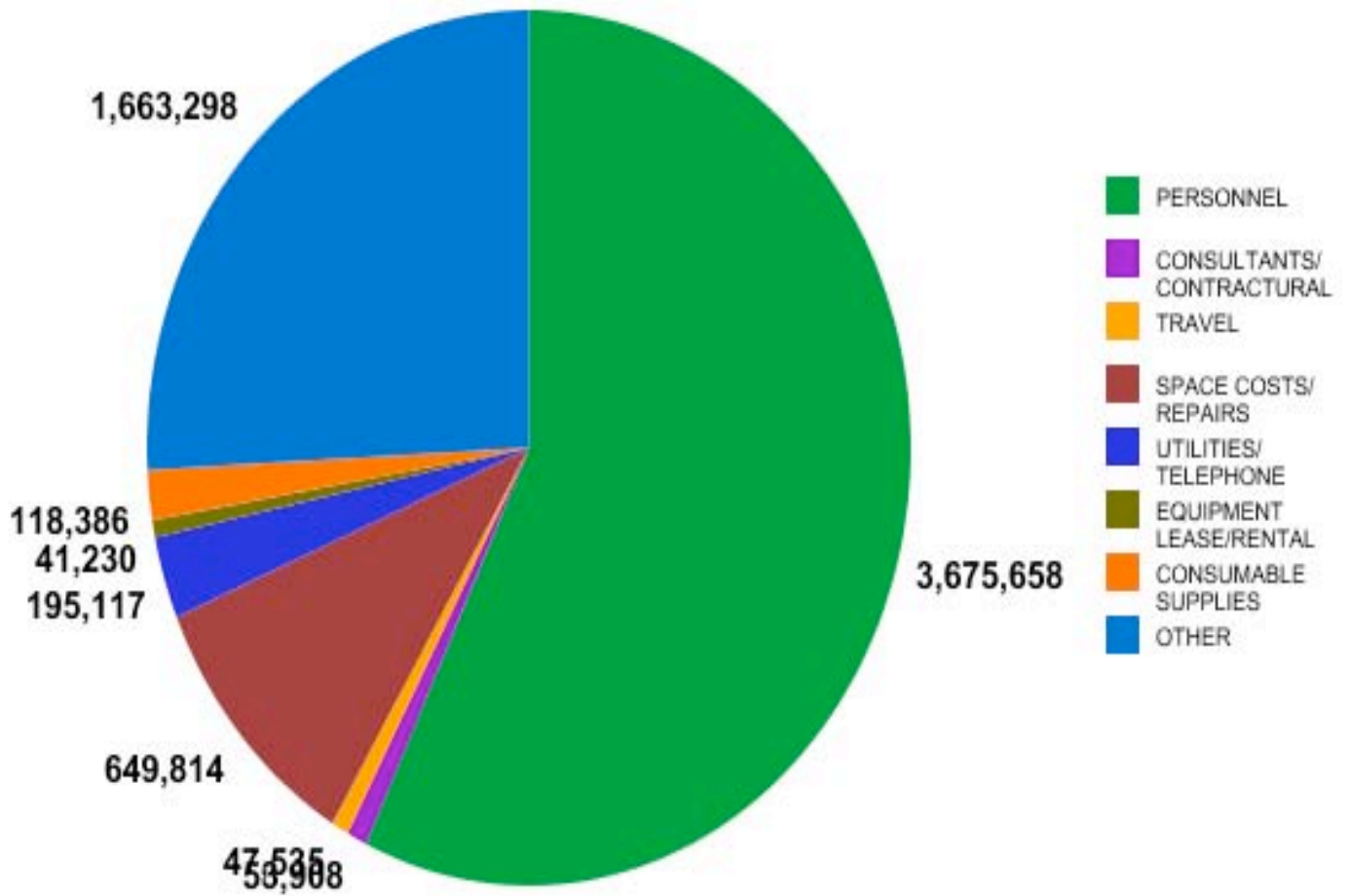


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Budgetary Expenditures

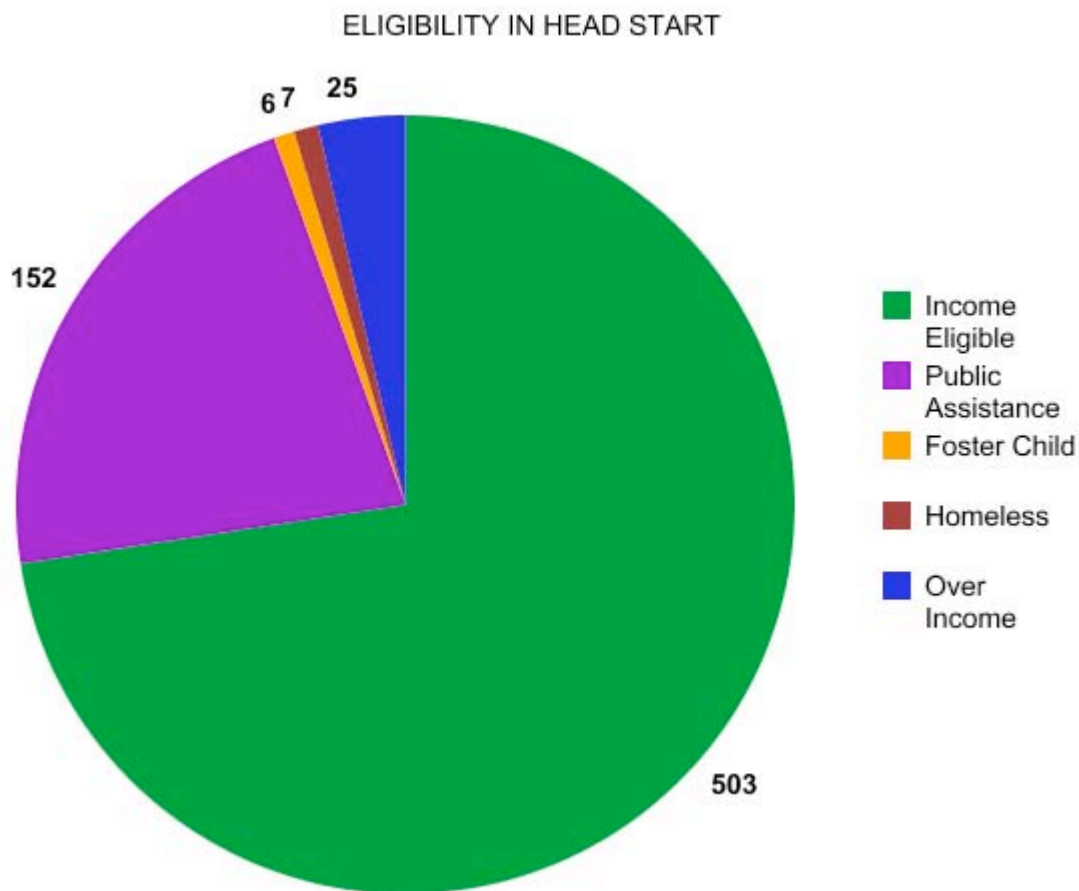
	2009-10	2010-11
Personnel	\$3,397,938	\$3,675,658
Consultants and contractual services	56,377	53,908
Travel	75,362	47,535
Space cost and repairs	488,123	649,814
Utilities and telephone	178,958	195,117
Equipment lease and Rental	54,701	41,230
Consumable supplies	137,751	118,386
Other	1,847,108	1,663,298

2009-10 BUDGET

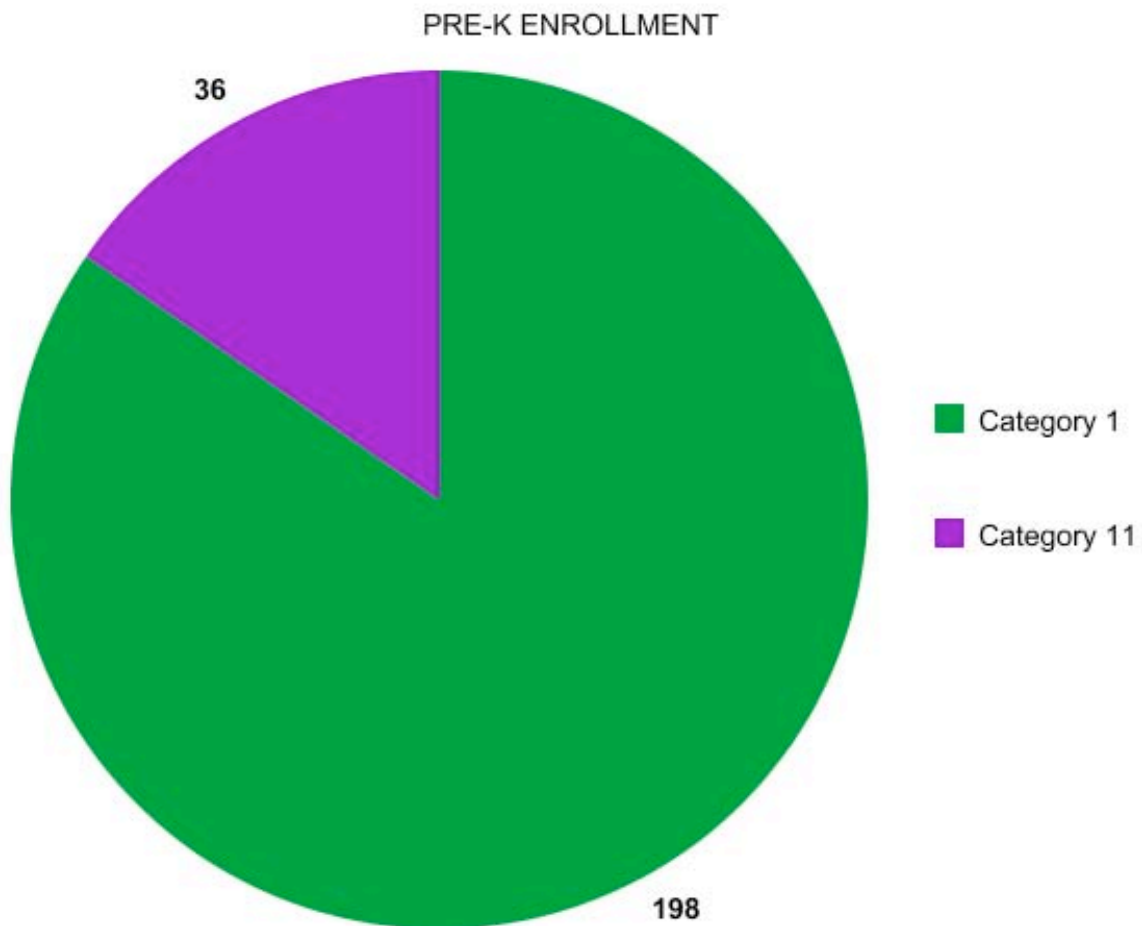


The Head Start program served a total of 593 children in the 2010-11 school year, which started August 12, 2010, and ended June 23, 2011. In the seven county area there were 552 families, which received services.

One hundred fifty-two children were accepted into the Head Start program based upon their receipt of public assistance. Five hundred three children were enrolled based upon being income eligible according to the federal poverty guidelines. Six children were foster children. Twenty-five children were considered over income. Ninety-six percent of the total number of children served was income eligible. The average monthly funded enrollment attendance was 100.01%.



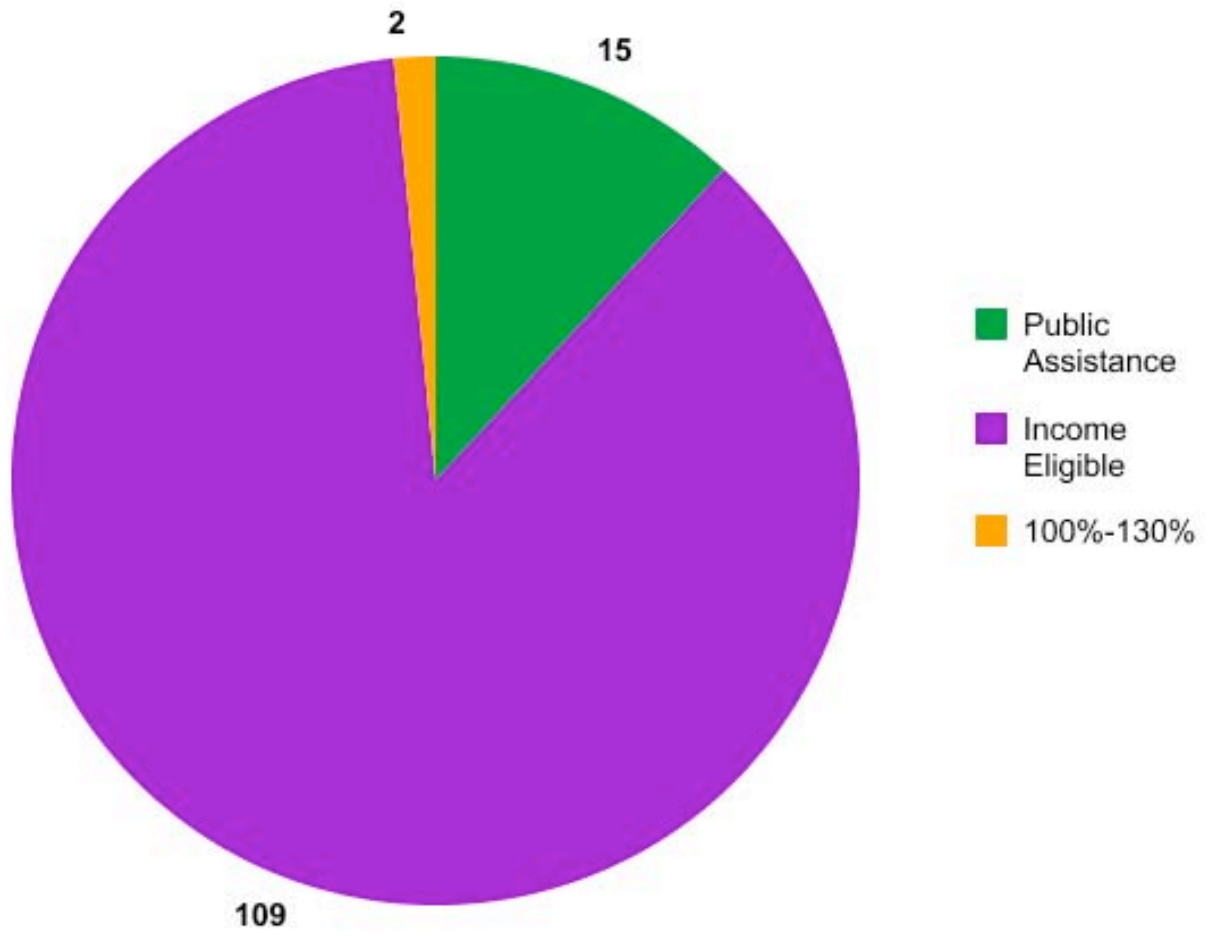
The Pre-K program operated by McIntosh Trail Early Childhood Development Council served 234 children. Pre-K serves only four year olds and there is no income eligibility. One hundred ninety-eight of those children were classified as Category I, which is similar to Head Start’s eligibility requirements. Thirty-six children were Category II. Category 1 children generally meet most of the same income and public assistance criteria that most Head Start and Early Head Start children meet.



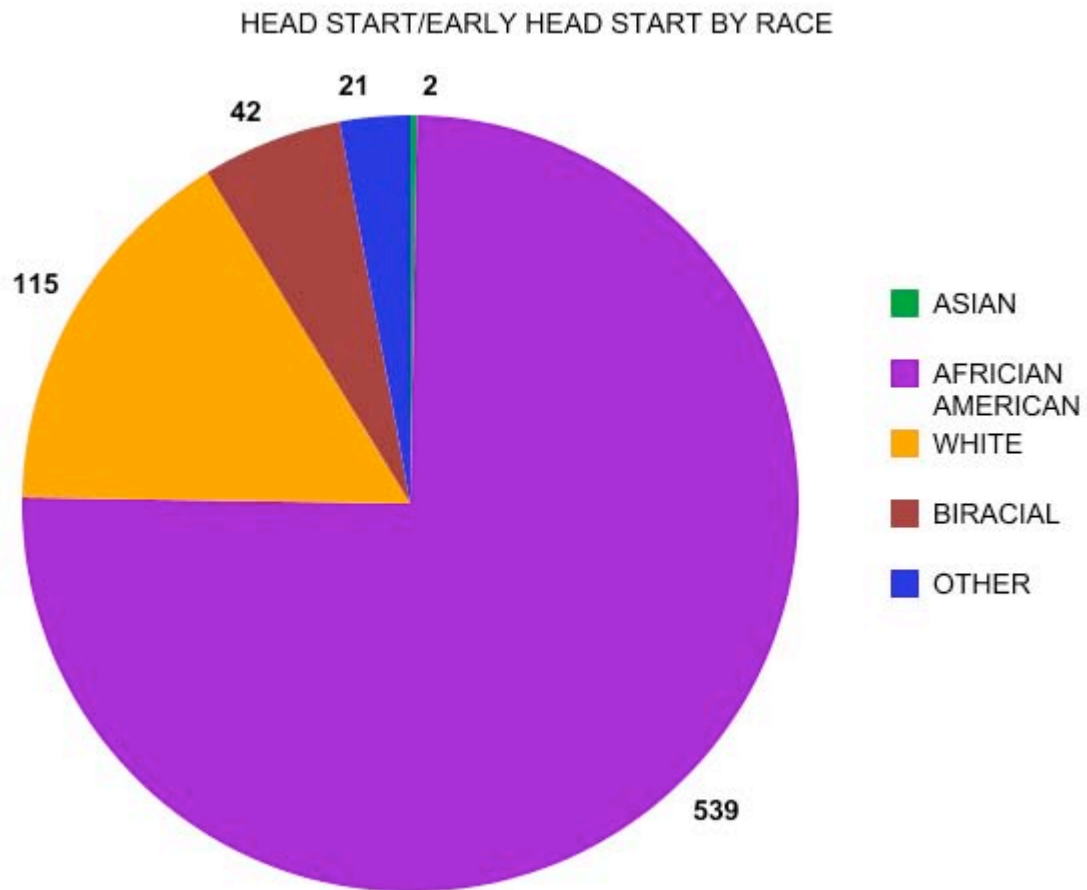
The Early Head Start program served a total of 126 children and pregnant moms in the 2010-11 school year, which started October 1, 2010, and ended September 29, 2011.

In the four county area served by Early Head Start, there were 105 families receiving services. Fifteen infants and toddlers were accepted into the Early Head Start program based upon their receipt of public assistance. The number of infants and toddlers enrolled based upon being income eligible according to the federal poverty guidelines were 109. None were foster children. The families of two infants and toddlers had an income between 100%-130% of the federal poverty line. Eighty-seven percent of the total number of children served was income eligible. The average monthly enrollment was 100%.

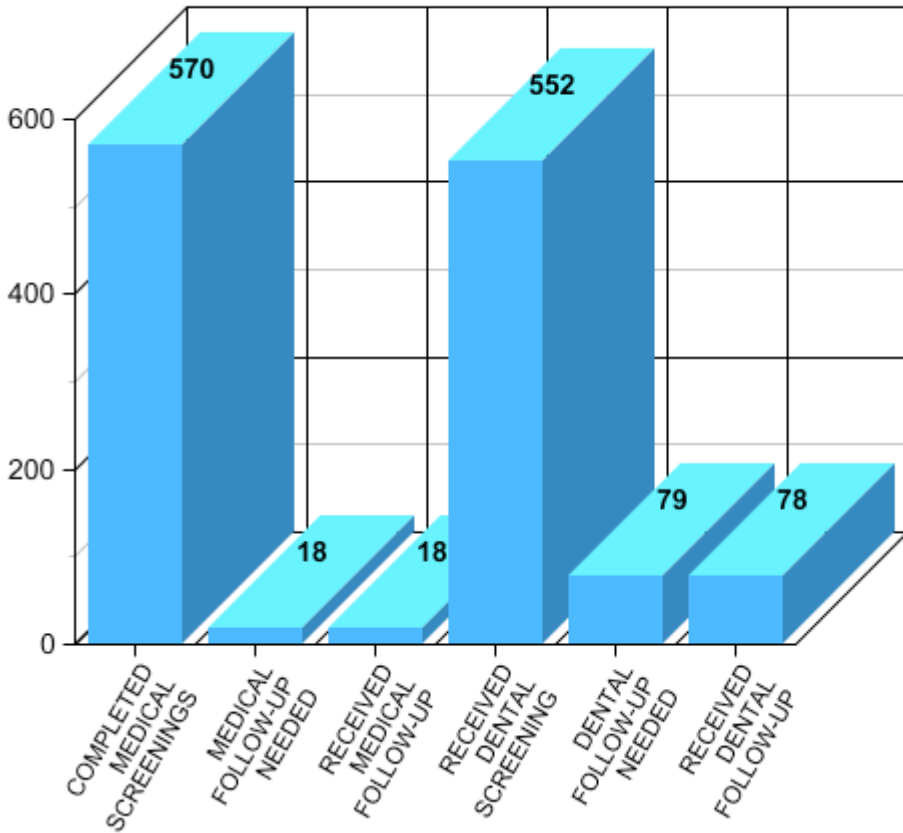
EARLY HEAD START ENROLLMENT



Four children were listed as being of Spanish origin. Families were asked to denote their child as one of eight possible choices of race. The graph below demonstrates the information given by parents.



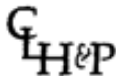
MEDICAL AND DENTAL SERVICES IN HEAD START



The above information reflects services provided by the Head Start program. Although health services is a requirement of Early Head Start also that information is not reflected at this time as the program is a twelve month program and health services are on-going in Early Head Start. Pre-K does not provide funding for any medical or dental services for children served in that state funded program and therefore it is not tracked.

AUDIT

REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON
COMPLIANCE AND OTHER MATTERS BASED UPON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT
STANDARDS



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**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

McIntosh Trail Early Childhood
Development Council, Inc.
Jackson, Georgia

We have audited the financial statements of McIntosh Trail Early Childhood Development Council as of and for the fiscal year ended March 31, 2011, and have issued our report thereon dated September 28, 2011. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

Management of McIntosh Trail Early Childhood Development Council is responsible for establishing and maintaining effective internal control over financial reporting. In planning and performing our audit, we considered McIntosh Trail Early Childhood Development Council's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of McIntosh Trail Early Childhood Development Council's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of McIntosh Trail Early Childhood Development Council's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

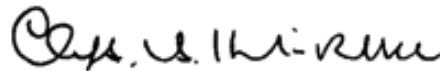
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Development Council, Inc.
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Compliance and Other Matters

As part of obtaining reasonable assurance about whether McIntosh Trail Early Childhood Development Council's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and use of management, Board of Directors, others within the entity, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Macon, Georgia
September 28, 2011





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REPORT ON COMPLIANCE
WITH REQUIREMENTS THAT COULD HAVE A DIRECT
AND MATERIAL EFFECT ON EACH MAJOR PROGRAM
AND ON INTERNAL CONTROL OVER COMPLIANCE
IN ACCORDANCE WITH OMB CIRCULAR A-133

McIntosh Trail Early Childhood
Development Council, Inc.
Jackson, Georgia

Compliance

We have audited McIntosh Trail Early Childhood Development Council, Inc.'s compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on each of McIntosh Trail Early Childhood Development Council's major federal programs for the fiscal year ended March 31, 2011. McIntosh Trail Early Childhood Development Council, Inc.'s major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of McIntosh Trail Early Childhood Development Council, Inc.'s management. Our responsibility is to express an opinion on McIntosh Trail Early Childhood Development Council, Inc.'s compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about McIntosh Trail Early Childhood Development Council, Inc.'s compliance with those requirements and performing such other procedures, as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of McIntosh Trail Early Childhood Development Council, Inc.'s compliance with those requirements.

In our opinion, McIntosh Trail Early Childhood Development Council, Inc. complied, in all material respects, with the requirements referred to above that could have a direct and material effect on each of its major federal programs for the fiscal year ended March 31, 2011.

Internal Control Over Compliance

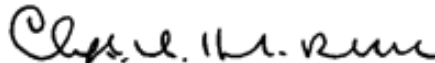
Management of McIntosh Trail Early Childhood Development Council, Inc. is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered McIntosh Trail Early Childhood Development Council, Inc.'s internal control over compliance with the requirements that could have a direct and material effect on a major federal program to determine the auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the McIntosh Trail Early Childhood Development Council, Inc.'s internal control over compliance.

A *deficiency in internal control* over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness* in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above.

This report is intended solely for the information and use of management, the Board of Directors, others within the entity, federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Macon, Georgia
September 28, 2011



Information about Family Engagement Activities:

Although the roles of mothers have changed very little over the years, the role of the father has changed considerably, particularly over the past 150 years. Fathers were once allowed a back seat in the child's life but research has shown that this can no longer happen.

Fathers play a very important role in the success of their child's life. McIntosh Trail Early Childhood Development Council decided to increase the agency's focus and efforts on increasing fatherhood involvement. Children that have an absent father tend to have poor performance in school are at risk for drug use, violent behavior, and criminal activity.

In 2010-2011 a total of 243 (80%) of fathers participated in their child's education at Head Start, Early Head Start, and Pre-K. Every year more fathers are participating in trainings and workshops. Some of the activities the fathers planned and participated in were "Come Dance with Me", "Dad and Me Breakfast", "Red and White Ball", "Time with Dad", "Dad and Me Dinner", "A Fun Evening with Dad", "Fatherhood Activity & Networking Lunch", and "Dounuts with Dad".

Several of the fathers attended workshops at Morehouse College and Sheltering Arms Agency. One of the workshops was called "Why Do We Need Men and Male Involvement in Early Childhood Programs". This workshop discussed what the fathers could do to become better fathers and the impact they make in their child's life.

As participation by fathers increases each year staff have seen a decrease in behavioral problems in classrooms and the number of behavioral referrals that have been made to the Mental Health team.

The Agency's Efforts to Prepare Children for Kindergarten (School Readiness)

McIntosh Trail Early Childhood Development Council will support school readiness and positive child outcomes in Early Head Start and Head Start through comprehensive child development services, age appropriate and meaningful curriculum, child observations and assessments, and family and partnership engagement. Staff will continue to enhance the quality, intentionality, and effectiveness of staff interactions with children and families in our program to promote school readiness.

The program's Education Administrator, Center Managers, and teachers meet with the local public school's Kindergarten Administrator to discuss what is expected of the children coming into kindergarten and how our program can ensure that each child and family is ready. During the months of February and March teachers begin encouraging parents to register their children for kindergarten. When kindergarten registration information is published in the local newspaper, copies are sent home to each parent whose child will be going on to public school in the fall.

Family Service Staff work with each four-year-old teacher to prepare packages (*Going to Kindergarten*), which contains vital information and forms to be completed by the parent. This information helps the teachers to work with the parents and children to have a smooth transition. Once completed, with parental permission, the packages are sent on to the public school. Teaching staff makes a home visit to talk about the child outcomes and transitioning into another system. The teacher participates in all IEP meetings.

The Kindergarten Administration is invited to the center's parent meeting to talk about the importance of registering their children. They also discuss activities to do with their children during the summer and how to prepare for the first day of school. They talk about what items to bring and what to expect. Each class takes a field trip to the appropriate kindergarten class to spend the morning and they often eat lunch.

SPECIAL INITIATIVES

Breast Cancer Awareness: Ninety-six percent of our staff and parents are women. In October of 2007 all staff and a large percentage of the parents asking them about their knowledge of breast cancer and how recently they had a mammogram completed a survey. That was the beginning of the agency's annual training on Breast Cancer awareness. Training is provided each year at the staff's Fall Training and each center's parent meeting. Sixty-eight of 118 employees had a current mammogram. In February the staff completed a follow-up survey, which noted that 24 had undergone a mammogram since the Fall Training and what prompted them to do so. Ninety-two now perform breast self-exams. In October of 2009 the staff completed a survey to assess their risk of breast cancer as well as their awareness level.

Increase Fatherhood Involvement: The importance of fathers in the lives of their children has increasingly been shown to be a very important element in the success of that child. McIntosh Trail Early Childhood Development Council decided to increase the agency's focus and efforts on increasing fatherhood involvement. In 2004-05 twenty-six percent of the children had fathers involved in the program. In 2005-06 that percentage increased to 28% and in 2006-07 there was a 7% increase to 35%. The school year 2007-08 saw the largest increase of 24% and 59% of the children had fathers involved in the program and activities. At the end of the 2008-09 school 246 or 47.5% of the fathers participated in activities. This decrease was due to clarification for reporting purposes for the Program Information Report. Only fathers that actually live in the child's home may be counted. This does not represent fathers or father figures that live elsewhere and actively participate in the center activity, which is much greater. In the 2009-10 school year seventy-two fathers participated in Head Start and Early Head Start Activities.

Decrease the number of referrals for children with behavior issues: In the 2008-09 school year there was an increase of eleven consultations between staff and the Mental Health Consultant over the previous school year to discuss methods to work with the children to reduce behavior issues. The number of consultations with parents increased from 23 to 41 (2007-08) and increased in the 2008-09 year to 34, which indicated the increased willingness of parents to work with the staff to help the children through difficult issues. In the 2009-10 school year the Mental Health team met with 49

parents in Head Start and fifteen in Early Head Start. Sixty-two children had an individual mental health assessment. The number of referrals to outside Mental Health serviced decreased from twenty last school year to eight in the 2009-10 school year. There were nine infants and toddlers referred to outside services such, as Babies Can't Wait.

Educate staff and families about obesity and diabetes: In 2008-09 the Head Start program began an initiative to educate staff and families about obesity and diabetes. The program began partial implementation of I Am Moving, I Am Learning in the classrooms with the children and teaching staff. In the 2009-10 school there was full implementation of the program I Am Moving, I Am Learning. All Early Head Start staff received training on the program and also received a kit for each classroom.

In April of 2008 McIntosh Trail Early Childhood Development Council, Inc. received the Program of Excellence Award. The National Head Start Association presented this honor.

In December of 2008 McIntosh Trail ECDC underwent the Triennial Federal Review. The Head Start program was found to 100% in compliance and no recommendations were made for improvement.