



ANNUAL REPORT

2025-2026

BOARD OF DIRECTORS APPROVAL:

POLICY COUNCIL APPROVAL:

Community Improvement Council, Inc.

Email: info@cicheadstart.org

Tel: 434-793-5710

Website: <http://cicheadstart.org>

Address: 540 Holbrook Street
Danville, VA 24541



Administration

Program Design

Grant Name:	Community Improvement Council, Inc.
Grant Number:	03CH0313139
Agency Type:	Private/Public Non-Profit (Non-CAA)
Center Type:	Center-Based Option
Number of Total Classes:	9 (153 students)

Program Information

What Is Head Start?

The Head Start preschool project began in 1965 as a direct outgrowth of the U.S. government's war on poverty. It started with the assumption that 3 and 4 year old children from low income families could be more prepared to deal with their total environment if they had participated in a comprehensive early childhood experience which considered every aspect of their developmental needs. Head Start focuses not only on intellectual needs but on disabilities, health, mental health, nutritional and perhaps most important, on social needs.

In the first experience away from home, the child will develop competence. He or she will learn to get along with different people, learn to share, take turns, express him/herself verbally and take care of many of his/her physical needs. Parents play a big part in the success of their child at Head Start. Parents do this by learning, doing, and by visiting the classroom when possible and becoming involved in all of the parent activities.

School Readiness

We at CIC and our parents work together to promote school readiness for our children to make the transition to kindergarten.

Developing Relationships

CIC provides parents with the opportunity to build relationships with their children as their first and most important teacher!

Meeting the Need

CIC programs offer a variety of service models, depending on the needs of the local community.

Comprehensive Services

CIC provides an array of comprehensive services such as health, mental health, nutrition, transportation and parent training.

Mission

Community Improvement Council, Inc. – Head Start is to provide a flexible, comprehensive, quality service to income-eligible children and children with disabilities in their early stages of development and their families, through training and educational programs which will enhance their fullest potential for reaching future goals.

Vision

Through staff development, parental involvement, dedication, and collaboration with other agencies, the Community Improvement Council, Inc. will leave no income eligible child/family or child with a disability, unserved, in our community.

GOVERNANCE

Board of Directors

The Board of Directors is the highest governing body of CIC, Inc. It is comprised of 12 community members and parents. In accordance with § 1301.3(c), Board advisory committees are established for effective governance including fiscal and legal expertise. The Board of Directors meetings are held quarterly.

Tyrell Payne *Board Chairperson / City Council Appointed Community Representative*

Jerry Williams *Board Vice Chairperson & Legal Expert / Williams, Luck, & Williams Law Firm*

Shelia Williamson-Branch *Treasurer & Fiscal Expert / City of Danville Treasurer*

Patricia Daniel *Secretary / Big Brothers Big Sisters*

Shelby J. Irving *Community Risk Reduction Director for City of Danville*

Marlo Burton *Policy Council Representative / PATHS*

Kasey Cunningham *City Council Appointed Community Representative*

Janet Gwynn *City Council Appointed Community Representative*

Latoya Matthews *Policy Council Representative / Past Head Start Parent*

Jamillah Rasheed *Policy Council Representative / Current Head Start Parent*

Angela Wells *Early Childhood Expert / Center for Early Success*

Sylvester Townes *Community Representative / T.W.O Cares Daycare*



BOARD OF DIRECTORS

Policy Council

The Policy Council is a governing body of CIC, Inc. that provides oversight in the strategic direction of the organization. It is comprised of 15 parents and community representatives. The Policy Council meetings are held monthly.

Marlo Burton *Chairperson & Board of Directors Representative / PATHS / Past Parent*

Andrea Barley *Secretary / Past Parent*

Jennifer Wingfield *Vice Secretary / Past Parent*

Latoya Matthews *Board of Directors Representative / Past Parent*

Aquina Adams *Community Representative (Housing) / Past Parent*

Gary Terry *Community Representative (Boys & Girls Club Impact Center)*

Latoria Jones *Past Parent*

Ebony Malachi *Class 1 Representative*

Jamillah Rasheed *Class 3 Representative*

Hermani Harris *Class 4 Representative*

Jasmine Hairston *Class 5 Representative*

Corsica Anderson *Class 6 Representative*

Brianna Kyles *Class 7 Representative*

Jacinta Huffman *Class 8 Representative*

Porshe Taylor *Class 9 Representative*

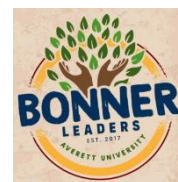


COMMUNITY ENGAGEMENT

Community Collaboration

CIC has partnered with various community organizations to promote a diverse educational experience for all participants and their families. Programs include, but are not limited to, visits from local law enforcement and first responders, Averett University's Day-to-Engage, Week-to-Engage, Bonner Leaders, Growing Up Musically, DCC Teach, YMCA water safety courses, Owens Farm, Art Smart, Al's Pals, Danville Art and Science Centers, PATHS, Bright Smiles, Center for Early Success, and Ready Regions.

Community Partners



Special Projects/ Funding

Specialized funding through local grants allot CIC, Inc. the opportunity to provide high quality services that are enjoyable and safe. Specialized funding and non-federal share donations afforded the organization the following: facility renovations, classroom supplies, field trips, health screenings, specialized educational opportunities, playground equipment, and so much more.

Community Donors



FINANCE

The program received Federal funds in the amount of \$2,232,123 with an In-Kind match of \$722,620 that was received through donations of time and services.

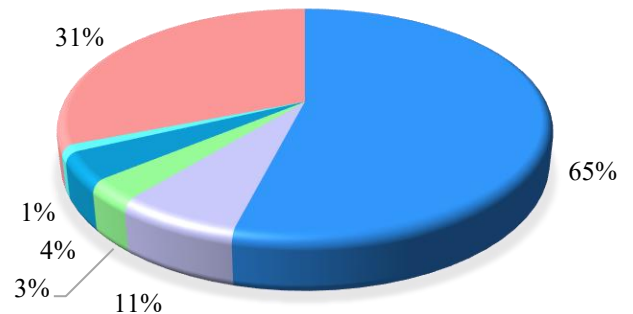
Expenditures		
Personnel (Salaries)	1,766,730	54%
Personnel (Fringe)	233,875	7%
Supplies	58,365	3%
Maintenance/Repairs	86,853	4%
Training	22,800	1%
Other	979,908	31%
Total	3,138,531	100%

Source of Revenue		Total %
Federal	2,232,123	70%
In-Kind Contributions	722,620	22%
USDA	119,642	4%
Other/ Private Grants	100,616	3%
CDBG	33,621	1%
Total	3,208,622	100%

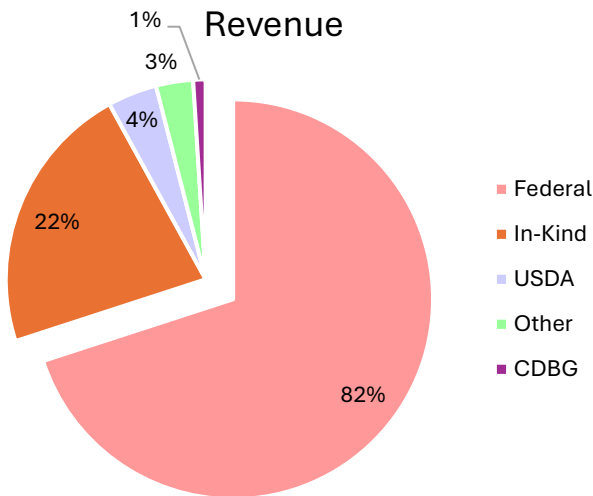
2026-2027 Proposed Budget	
Personnel	\$1,662,889
Fringe Benefits	\$273,529
Travel	\$1,400
Supplies	\$39,500
Contractual	\$25,950
Training & Technical Assist.	22,800
Other	\$156,959
Total Proposed Funding	\$2,183,027

**With In-Kind match of \$545,757.

EXPENDITURES



■ Personnel (Salaries) ■ Personnel (Fringe)
 ■ Supplies ■ Maintenance
 ■ Training ■ Other



In-Kind Funding:

Danville Pediatric Dentistry:	\$ 43,605
Malcolm Huckabee:	\$ 22,032
Triad's Kids Dental:	\$ 20,143
PATHS:	\$ 19,125
J.T. Minnie Maude:	\$ 11,755
Community Foundation of the Dan River Region:	\$ 11,071
Womack Foundation:	\$ 815
Total:	\$128,546



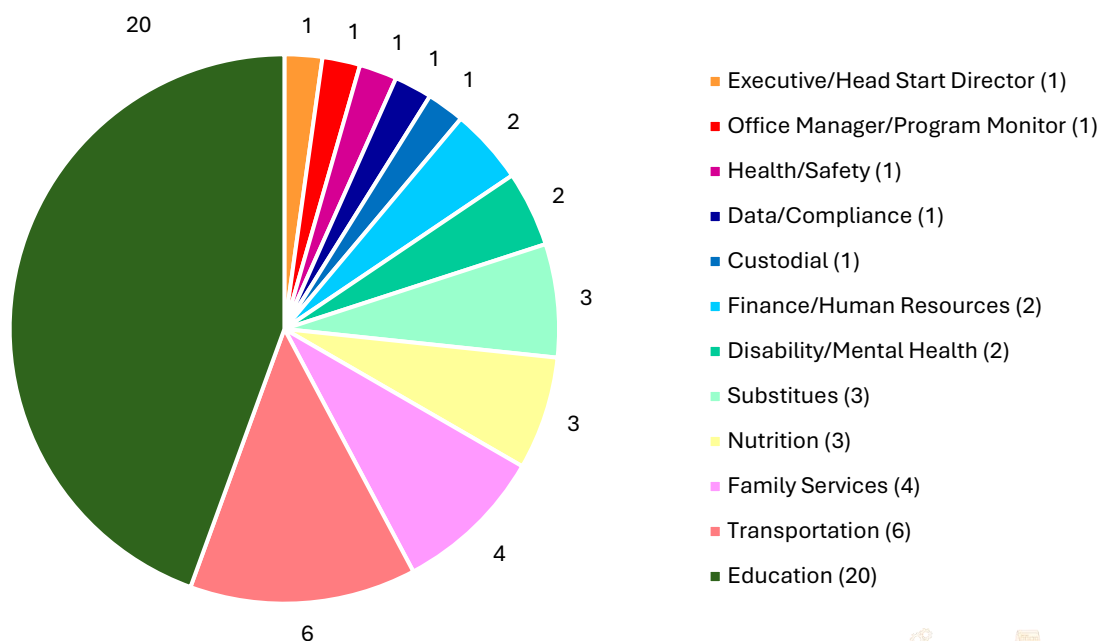
HUMAN RESOURCES

Total Cumulative Staff for 2025-2026: 48
 Total Number of Terminated/Resigned Staff: 3
 Total Number of Replaced positions: 2

*Total Number of Persons Providing Any
 Volunteer Services throughout the program
 year: 549*

Education by Service Area (Cumulative Staff)				
	High School Degree or Equivalent	Associates	Bachelor's	Masters
Executive/Head Start Director	0	0	1	0
Finance/Human Resources	0	0	1	1
Office Manager/Program Monitor	0	0	1	0
Disability/Mental Health	0	0	1	1
Data/Compliance	0	0	1	0
Health/Safety	0	0	1	0
Family Service	0	4	1	0
Education	2	9	6	3
Nutrition	2	1	0	0
Custodian	1	0	0	0
Transportation	6	1	0	0
Substitutes	2	1	0	0

Number of Positions by Service Area
 As of 6/1/2026



AUDIT

COMMUNITY IMPROVEMENT COUNCIL, INC.

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

See Independent Auditors' Report on Compliance for Each Major Program
and on Internal Control Over Compliance Required by the Uniform Guidance
For the Year Ended April 30, 2025

Summary of Auditors' Results

1. The auditors' report expresses an unmodified opinion on the financial statements of Community Improvement Council, Inc.
2. No material weaknesses or significant deficiencies relating to the audit of the financial statements are reported in the Independent Auditors' 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*.
3. No instances of noncompliance material to the financial statements of Community Improvement Council, Inc., which would be required to be reported in accordance with Government Auditing Standards, were disclosed during the audit.
4. No material weaknesses or significant deficiencies relating to the audit of the major federal award program was reported in the Independent Auditors' Report On Compliance For The Major Program And On Internal Control Over Compliance Required by the Uniform Guidance.
5. The auditors' report on compliance for the major federal award program for the Community Improvement Council, Inc. expresses an unqualified opinion on its major federal program.
6. No audit findings that are required to be reported in accordance with Section 200.516 of the Uniform Guidance were disclosed during the audit.
7. The program tested as a major federal program was:
Head Start - CFDA Number 93.600
8. The threshold used for distinguishing between Type A and B programs was \$750,000.
9. The Community Improvement Council, Inc. qualified as a low-risk auditee.

FINDINGS — FINANCIAL STATEMENT AUDIT

None

FINDINGS AND QUESTIONED COSTS — MAJOR FEDERAL AWARD PROGRAM AUDIT

None

MONITORING/REVIEW



ADMINISTRATION FOR CHILDREN & FAMILIES

Office of Head Start | 4th Floor - Switzer Memorial Building, 330 C Street SW, Washington DC 20024 eclkc.ohs.acf.hhs.gov

Program Performance Summary Report

To: Authorizing Official/Board Chairperson

Ms. Traci Daniel

Community Improvement Council, Inc.

540 Holbrook Street

Danville, VA 24541 - 1661

From: Responsible HHS Official

A handwritten signature in blue ink, appearing to read "Khari M. Garvin".

Date: 03/27/2024

Mr. Khari M. Garvin

Director, Office of Head Start

From February 19, 2024 to February 23, 2024, the Administration for Children and Families (ACF) conducted a Focus Area Two (FA2) monitoring review of Community Improvement Council, Inc. This report contains information about the grant recipient's performance and compliance with the requirements of the Head Start Program Performance Standards (HSPPS) or Public Law 110-134, *Improving Head Start for School Readiness Act of 2007*.

The Office of Head Start (OHS) would like to thank your governing body, policy council, parents, and staff for their engagement in the review process. Based on the information gathered during this review, it has been determined that your program meets the requirements of all applicable HSPPS, laws, regulations, and policy requirements.

Please contact your Regional Office for guidance should you have any questions or concerns. Your Regional Office will follow up on the content of this report and can work with you to identify resources to support your program's continuous improvement.

DISTRIBUTION OF THE REPORT

Copies of this report will be distributed to the following:

Ms. Icelynn Baldwin, Regional Program Manager

Ms. Jion Word, Chief Executive Officer/Executive Director

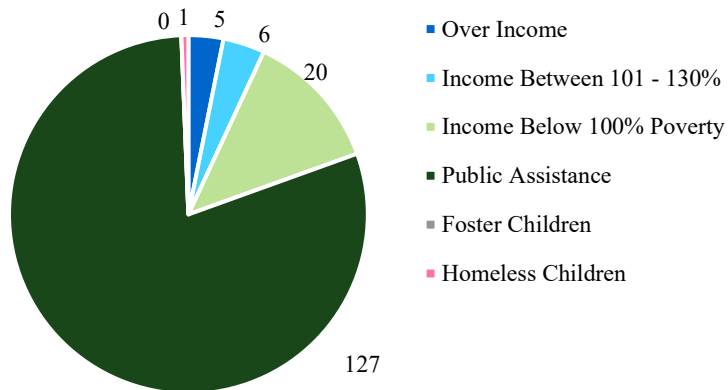
Ms. Jion Word, Head Start Director

FAMILY SERVICE & FAMILY ENGAGEMENT

Enrollment:

Funded Enrollment:	153
Cumulative Enrollment:	159
Turnover:	6
Age at time of enrollment:	
3 Year Old:	77
4 Year Old:	80
Gender:	
Male:	79
Female:	78
Transitioning to Kindergarten:	88
Eligible for Re-entry:	65

Enrollment by Eligibility

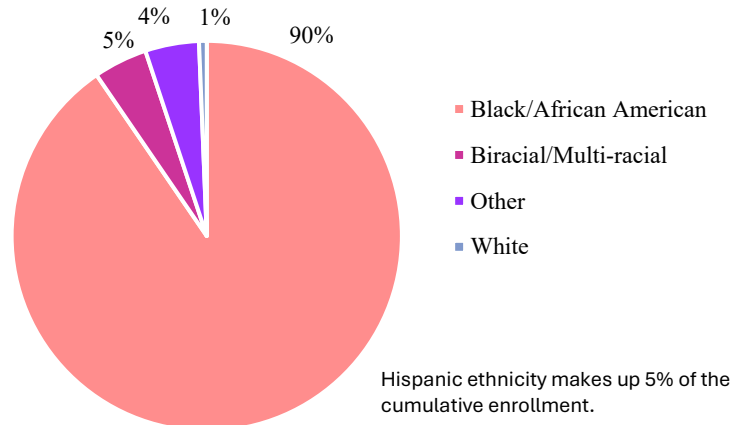


Family Demographics:

Total Number of Families:	142
Single Parent Families:	121
Two Parent Families:	21
Single Parent Family Demographics:	
Mother:	105
Father:	3
Other:	4

Families Highest Level of Education:	
Less than a High School Degree:	19
High School Graduate or GED:	106
Associates Degree:	14
Bachelors or Advanced Degree:	3

Race and Ethnicity

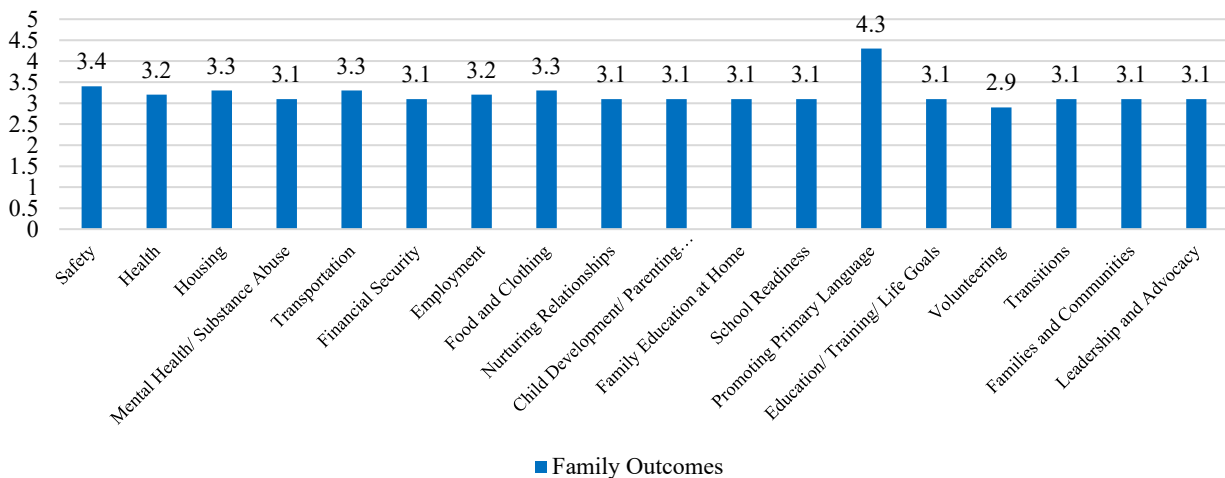


At End of Enrollment:

Total Number of Employed Families:	95
Total Number of Unemployed Families:	40
Total Number of Families listed as a Veteran:	1
Total Number of Families not in school or job training:	40



Family Outcomes



Family Events and Activities:

Open House 138 Participating Families
Family Events 131 Participants

Families that Participated in Parent/Child Activities
(current or former Head Start parents) 321 Volunteers

Father Engagement:

CIC hosts a Fatherhood Connections Committee that holds regular meetings for all fathers and male figures in a child's life. All fathers are also given the opportunity to complete family assessments and goal setting.

Average attendance for Fatherhood Connections Committee Meetings: 8 Members

Events that were sponsored by the Fatherhood Connections Committee Meetings:

- Spirit Week's Sports Day
- Clothing Drive
- Adopt a Head Start Kid for the Holiday Giveaway
- Lunch-N-Love
- TARE Program
- Sneakerball (in conjunction with overall Head Start Program)



Parent Involvement

Family Assessments Completed: 137
Family Goal Setting: 137

Parents' Greatest Concerns Based on The Child's Individual Development.

1. Following Everyday Routines	3. Drawing Scribbles and Letters
2. Interacting Well with Others	4. Hand-Eye Coordination

The answers below are the most frequent answers to the questions about parents' greatest concerns of their child's development.

FOOD SERVICE

CACRP Reimbursement

Estimated Number of Breakfast Served: 20,998
Estimated Number of Lunch Served: 21,141
Estimated Number of PM Snacks Served: 20,287

Nutritional and Wellness

Number of Students with Documented Allergies: 49
Food Allergies: 16
Seasonal Allergies: 27
Other Document Allergies: 6

MENTAL HEALTH/DISABILITY

Mental Health

Children Consulted for Mental Health Services:	14
Children Provided an Individual Mental Health Assessment:	8
Children Referred for Mental Health Services:	8
Children Received outside Mental Health Services:	6
Children Received an Individualized Service Plan within HS	12

Disability

Children with Approved Individual Education Program:	17
<i>13 Speech Services, 4 Identified Developmentally Delayed</i>	
Children Received Special Education Related Services:	17
<i>13 Speech Services, 4 Comprehensive Services</i>	
Children Eligible to Receive Special Needs Education and Related Services Prior to Their Enrollment in Head Start:	3
Children Eligible to Receive Special Needs Education and Related Services that were Determined Eligible after their Enrollment in Head Start:	14
<i>13 Speech Services, 4 Comprehensive Services</i>	



Disability services rendered by Danville Public Schools.

HEALTH/SAFETY

Vision

Total Administered: 159
Passed Initial Screening: 118
Referral/Treatment Needed: 14

Hearing

Total Administered: 159
Passed Initial Screening: 59
Required Referral: 2

Dental

Total Administered: 159

*All students are required to have an up-to-date medical physical and immunization record prior to entry.
For the program year, 2025-2026, 4 students were exempt from immunizations.*

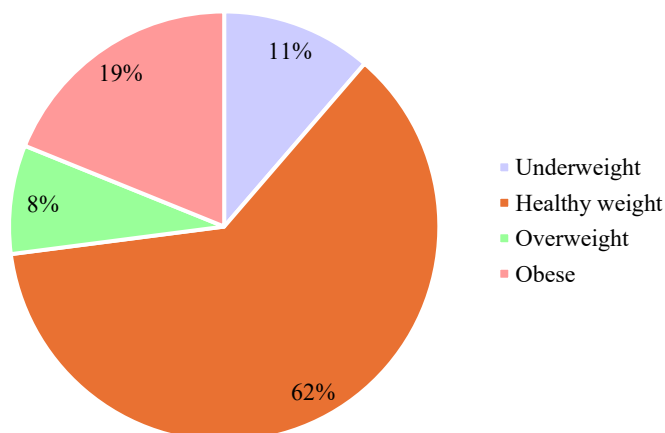
Health Insurance

Receiving Medicaid and/or CHIP:	155
Private Health Insurance:	3
No Health Insurance:	1

Transportation

Students that Received Services:	94
Buses Owned by Program:	4
Buses Purchased this Program Year:	0

Child Weight Categories at Enrollment



EDUCATION

Brigance Head Start III (Developmental)

Assessments Administered: 96
 Newly Enrolled Children: 96
 Follow Up Assessment: 25

Ongoing Assessment Tools:
 Teaching Strategies Gold (Fall, Winter, Spring)
 VKRP and Language & Literacy (Fall, Mid-Year, Spring)
 CLASS

Events (include but are not limited to):

Greensboro Zoo

Art Smart

Greensboro Science Center

Bowling

Sneakerball

Head Start Carnival

Week of the Young Child

Martinsville Science Center

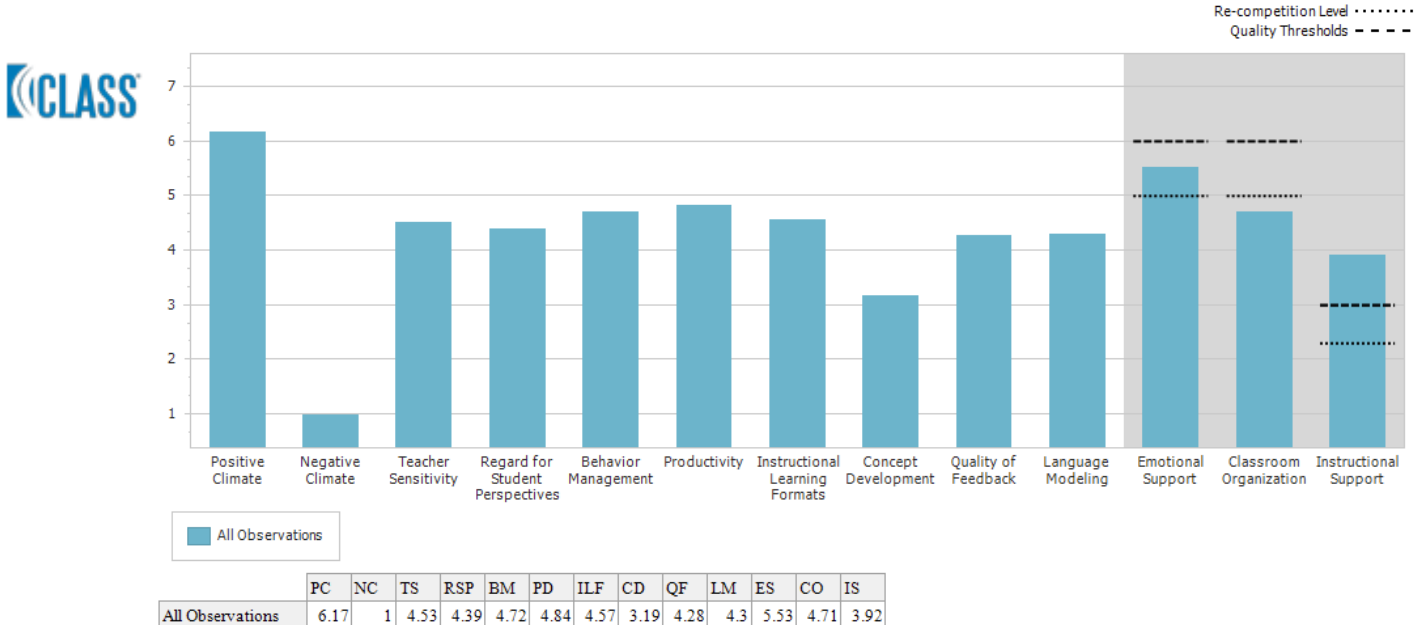
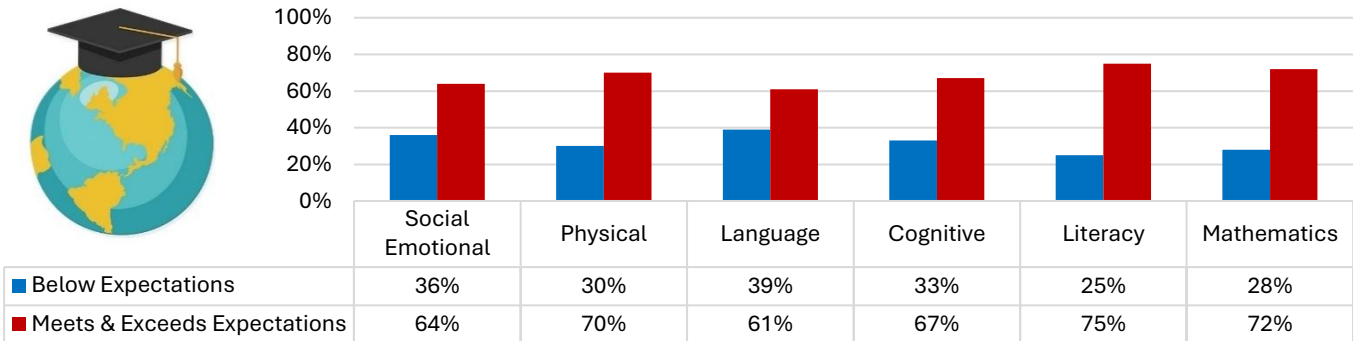
Visit to Owen Farms

Educational Staff Development: 42.5 hours required training

Danville Public School Affiliation: Disability Services & Kindergarten Registration

Average Daily Attendance: 87%

Spring 2025 Teaching Strategies Gold Developmental Ranges



Progress Towards Program Goals

Program Goal 1: CIC Head Start will promote strong classroom communities by strengthening the social and emotional foundation of children, staff, and families.

- **Objective 1:** CIC will continue to implement the parent curriculum and classroom management/social-learning curriculum, Conscious Discipline and Positive Behavior Interventions and Support (PBIS).
 - Obtained training and materials needed to implement the curriculum at the start of the 25-26 SY.
 - Continued implementation of the Conscious Discipline Curriculum in 25-26 SY.
 - Renewed the curriculum for the 26-27 SY.
 - Offered parent classes and family events centered around Conscious Discipline's parent curriculum.
 - CIC has partnered with Conscious Discipline to become a Conscious Discipline School Family.
- **Objective 2:** CIC will enhance the knowledge, support, and resources for social emotional development for staff and families.
 - All staff attend annual training courses on Child Abuse & Neglect, Forbidden Actions & Mandated Reporting, and Trauma-Informed Care & Self-Care.
 - Education Staff had continued access to the Conscious Discipline video database throughout the year.
 - GOLD Social Emotional Percentages for Spring 2026:
 - Below Benchmark: 36%, Meets/Exceeds Benchmark: 64%
- **Objective 3:** CIC will use the CLASS tool to strengthen classroom communities.
 - CLASS data for Spring 2026:
 - Emotional Support: 5.53, Classroom Organization: 4.71, Classroom Support: 3.92
 - CIC partnered with The Center for Early Success to complete CLASS evaluations for all classrooms.
 - All 12 classrooms were coached in CLASS, focusing on Classroom Organization.

Program Goal 2: CIC Head Start will strengthen child outcomes to provide a solid academic foundation that promotes success for our students throughout their educational career.

- **Objective 1:** CIC will support and encourage regular attendance for all students to maximize the learning experiences for students.
 - Education and Family Services staff communicated to parents/guardians the importance of regular attendance (only if the child was feeling well) through calls, text, robo-calls, Class Dojo, material sent home.
 - A bike was gifted to the child with the best attendance for the school year.
 - Average Monthly Attendance Rate was 87% across 25-26 school year.
 - This is up 1% from the previous year's average daily attendance.
 - CIC continued the implementation of Class Dojo to communicate with parents and children during the 25-26 school year and plan to continue its use into the 26-27 school year.
 - 99% of parents are connected on Class Dojo in 25-26.
- **Objective 2:** CIC will enhance STEAM (Science, Technology, Engineering, Art, and Math) learning for students.
 - Obtained new STEAM materials for all classrooms. Professional Development at the beginning of the school year to demonstrate how to incorporate these new materials into the classroom.
 - GOLD "Science and Technology Percentages for Spring 2025:
 - Below Benchmark: 0%, Meets/Exceeds Benchmark: 100%
 - GOLD "The Arts" Percentages for Spring 2025:
 - Below Benchmark: 0%, Meets/Exceeds Benchmark: 100%
- **Objective 3:** CIC will enhance physical development for students.
 - GOLD "Physical" Percentages for Spring 2025: Below 30%, Meets/Exceeds: 70%
 - CIC acquired funding for new playground equipment to be installed.
 - Exercise study enhancement for Creative Curriculum.
 - Received classroom equipment; such as balls, jump ropes, bowling, etc.

Program Goal 3: CIC Head Start will strengthen services for children and families transitioning into and out of Head Start to promote success for our students throughout their educational career.

- **Objective 1:** CIC will strengthen services to ensure families and children are prepared to enter the Head Start program.
 - Parent Committee participant survey data report: 100% of participants say that they had a clear understanding of the program and what to expect upon entry. 100% of participants said that the application process was lengthy and had more paper documents than they were anticipating.
 - Family Service Staff have switched to an entirely appointment-based intake procedure to spend more one-on-one time with applicants to explain the entire process without interruptions.
- **Objective 2:** CIC will ensure all eligible students are enrolled in kindergarten.
 - With consent from parents, CIC sends a list of students transitioning into Kindergarten to the Danville Public Schools. The list contained the most recent forms of contact for those parents.
 - CIC will communicate with parents frequently regarding Kindergarten Registration with reminders leading up to the application deadline.
 - CIC sent home resources regarding Kindergarten Registration to the parents of students transitioning.
 - CIC hosted a DPS Kindergarten registration event to help families enroll their children into school.
 - CIC has the link to DPS Kindergarten Registration posted on our website under Parent Resources.
- **Objective 3:** CIC will ensure students receiving mental health services have a seamless transition into their elementary schools.
 - New MOU was established with DPS.
 - Upon parent approval, CIC, DPS, and Madeline Center (Mental Health Provider) will meet to discuss student progress, strengths, and weaknesses.
- **Objective 4:** CIC will ensure children and families are prepared for transition into Kindergarten.
 - CIC will contact parents and families regarding Kindergarten registration through robo-call reminders, text alerts through Child Plus and Class Dojo, as well as newsletters to eligible children as well as informing parents of DPS's new online application system.
 - Parents will receive individual follow up information encouraging the families to register for Kindergarten.

Program Goal 4: CIC will support families in achieving goals to acquire a better quality of life beyond basic needs.

- **Objective 1:** CIC will support families in obtaining desired educational goals.
 - Our Parent Committee participant survey suggested phlebotomy classes and English as a 2nd language classes.
 - Have a Parent Board that lists all parents (with consent) who complete goals.
 - Family Services work with and offer support to all parents in achieving their goals.
- **Objective 2:** CIC will support families in obtaining desired employment goals.
 - Our Parent Committee suggested keyboarding classes.
 - CIC is partnering with Danville Community College and Adult Career and Education Center to promote higher education and offer free courses for families.
- **Objective 3:** CIC will assist families in increasing family well-being.
 - Our Parent Committee suggested the following would help with family well-being: counseling classes, credit building, anger management, alcohol and drug abuse mentoring, mental health resources (PTSD, trauma, anxiety, depression), Domestic Violence, elder abuse, self-defense, and human trafficking.

Community Assessment Summary

1. City Demographics

- The community experienced a -.09% population decrease from 2021 to 2022.
- There was a 0.2% increase in the Hispanic population of the community from 2021 to 2022.
- 5.9% of Danville's population are under the age of 5.
- 4.9% of Danville residents speak a language other than English at Home.
- 3.5% of Danville citizens are foreign-born people. 21.1% of Danville's population are 65 and older.
- 2.9% of Danville's citizens moved to Danville from a different state in the last year.
- 9.2% of Danville residents are veterans.
- Danville's median age is 40.4.
- Rent increased from \$733 to \$836 from the previously reported year.
- The number of families living in the same house for more than 1 year increased 0.6%.
- Access to technology at home increased from 83.4% to 84.8%, a +1.4% change.
- Civil labor force of able-bodied individuals 16+ years old decreased 0.5%.
- Children in poverty increased 0.4%.
- All persons in poverty increased 2.6%.
- The City of Danville is recorded as paying nearly \$20/hour less than the Virginia state average.
- The following cost of living factors have decreased: housing (0.5%), groceries (0.5%), transportation (0.3%), and health care (3.6%). The following cost of living factors have increased: utilities (0.1%), and miscellaneous (6.8%)

2. Health and Social Services

- 18% of Danville's population is disabled.
 - 4% hearing difficulties, 3.4% vision difficulties, 6.5% cognitive disabilities, 10.9% ambulatory difficulties, 3.2% self-care difficulties, 8.2% independent living difficulties.
- 8% of Danville citizens are without health care coverage.
- Danville's employment rate is 51%.

3. Nutrition

- SNAP participants increased by 1,298 from 2022 to 2023.
- TANF participants decreased by 178 from 2022 to 2023.
- Eligible Medicaid Clients increased by 1,701 from 2022 to 2023.

We thank the families, children, staff, and community for their on-going love and support for the Head Start Program.

