



Telamon Corporation
G E O R G I A



*More than 50 Years of
Empowering Individuals and Improving Communities*

Georgia Migrant & Seasonal Head Start Program

Annual Report

2015-2016

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To our Stakeholders: We would like to tell you how we make our decisions and

The infographic is a large, stylized arrow pointing to the right, composed of three horizontal sections: Purpose (blue), Belief (green), and Core Values (orange). The arrow is set against a background with a stylized human figure in shades of purple and grey. To the right of the arrow, the text 'Our Mission' is written in a cursive font, followed by a paragraph describing the mission. Below the mission statement is the Telamon Corporation logo, which consists of a stylized human figure in blue and black, followed by the text 'Telamon Corporation Transition Resources Corporation'. At the bottom of the infographic, the website address 'www.telamon.org' is displayed.

Purpose
Empowering Individuals,
Improving Communities

Belief

- We believe that **BETTER EDUCATION** leads to **BETTER JOBS**
- **BETTER JOBS** lead to **BETTER LIVES** which create **BETTER COMMUNITIES**
- **BETTER COMMUNITIES** supply **BETTER EDUCATION**
- And the cycle of **CONTINUOUS IMPROVEMENT** from individuals to communities continues

Core Values

- My **WORD** means something
- I act as an **OWNER** of this corporation
- I embrace **CONTINUOUS IMPROVEMENT**
- I am **OPEN TO LEARNING** from anyone, anywhere
- I communicate with **RESPECT AND TRANSPARENCY**

Our Mission
is to provide educational services that lead to better jobs, better lives, and better communities.

Telamon Corporation
Transition Resources Corporation

www.telamon.org

how we work every day.

Financial Notes:

Budgetary expenditures further the goals of early childhood education services provided according to the Head Start Performance Standards. Georgia Seasonal and Migrant Head Start tries to fully expend grant funds. These spreadsheets compare budgets against actual expenses for each program type operated.

USDA reimbursements covered all costs of the programs' food and non-food supplies and a portion of salary for Head Start food service staff. We use Non-Federal Share (in-kind), including donations and volunteer time from our many community partners, professional and non-professional volunteers to supplement program costs. 20% of total program costs must be matched with non-federal share as required by the Office of Head Start.

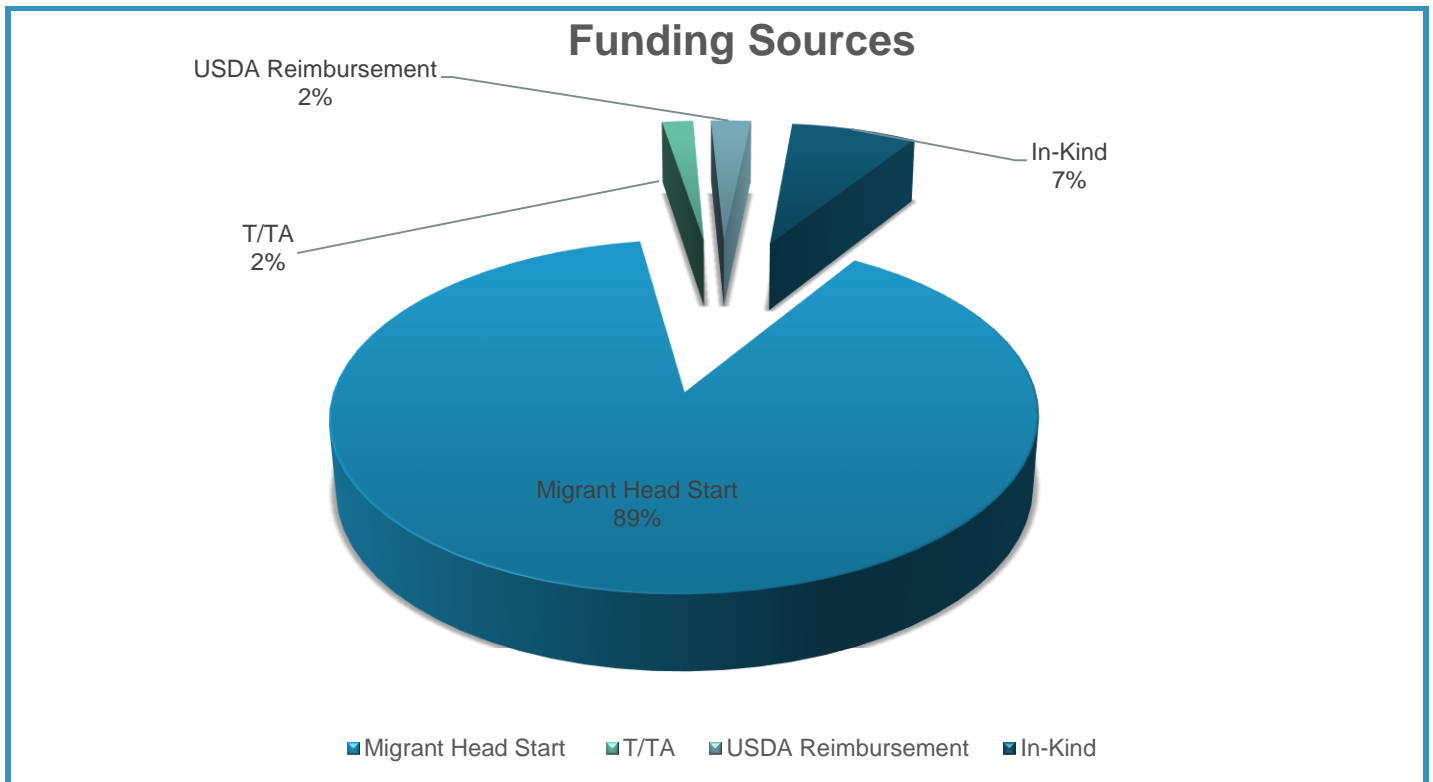


Funding Sources:

For the most recently concluded Fiscal Year during 2015-16:

The program was sustained by public funding sources for the program year 2015-16. Amounts are shown for the most recently concluded fiscal year assigned to each program.

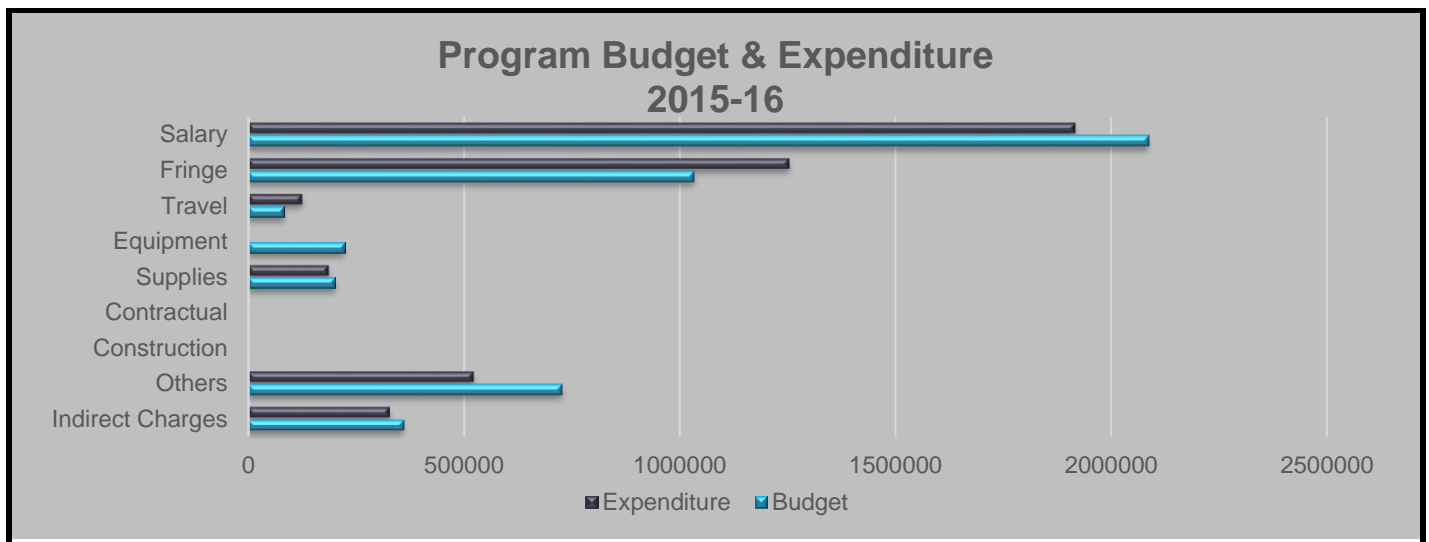
Information	Funding Amount
Migrant Head Start	\$4,701,829.00
USDA Food Reimbursement	\$123,161.25
GAMHS In-Kind	\$386,725.21
Training/Technical Assistance	\$95,733.00



Program Budget and Expenditure for Program Year 2015-16

Program Year: Feb 1, 2015 - Jan 31, 2016

Category	Budget	Expense
Salaries	\$2,209,460	\$1,953,489.75
Fringe	\$1,072,099	\$952,400.19
Travel	\$145,253	\$195,128.49
Equipment	\$341,692	\$343,400.00
Supplies	\$141,192	\$124,898.71
Contractual	0	0
Construction	0	0
Others	\$508,846	\$471,315.00
Indirect Charges	\$379,020	\$338,839.77
Total	\$4,797,562	\$4,379,471.91

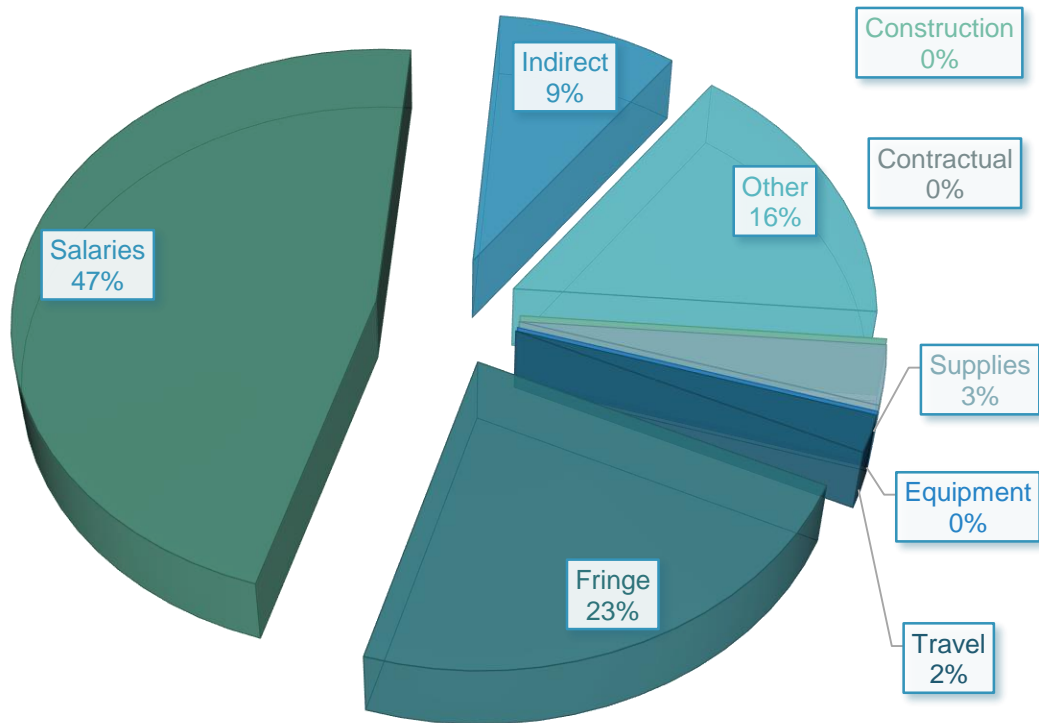


Proposed Budget:

Program Year: Feb 1, 2016- Jan 31, 2017

	Operation	T/TA	Total
Salaries	\$ 2,134,817.00	0	\$ 2,134,817.00
Fringe	\$ 1,040,028.00	0	\$ 1,040,028.00
Travel	\$ 20,511.00	\$ 77,607.00	\$ 98,118.00
Equipment	0	0	0
Supplies	\$ 157,696.00	0	\$ 157,696.00
Contractual	0	0	0
Construction	0	0	0
Other	\$ 721,031.40	\$ 18,126.00	\$ 739,157.43
Total Direct Charges	\$ 4,074,083.00	\$ 95,733.00	\$ 4,169,816.43
Indirect	\$ 401,190.00	0	\$ 401,190.00
TOTAL	\$4,475,273.00	\$ 95,733.00	\$ 4,571,006.43

**PROPOSED BUDGET
2016-2017**



Head Start Statistical Report

For Program Year February 1, 2015 to January 31, 2016

Telamon Corporation Georgia Migrant & Seasonal Head Start provides comprehensive early childhood services for eligible children of migrant and seasonal farmworkers. Our program focuses on school readiness. We provide support for not only the children, but the entire family through community partnerships and resources, education and family support.

The following is a statistical look at services in our Georgia Head Start Program based in Lyons, Glennville, Norman Park, Douglas, Valdosta, and Decatur. All statistics were submitted as part of the Program Information Report to the Office of Head Start at the conclusion of the 2015-16 program year.

Funded Enrollment	375
Number of Children Served	323
Average Monthly Enrollment/Cumulative	44%/86%

Enrollment

It is worth noting that GAMSHS did not meet funded enrollment in this reporting period. Due to an increase in H2A and a decline in the number of migrant farmworkers in Georgia in the areas targeted and an increase in competing preschool programming, we were not able to recruit and enroll 375 children. A recruitment/outreach plan has been developed and a concerted effort is being made to identify new service areas with eligible MSFW children for the new year. A comprehensive community assessment is in process. As a result of under-enrollment, the grant was under-spent.

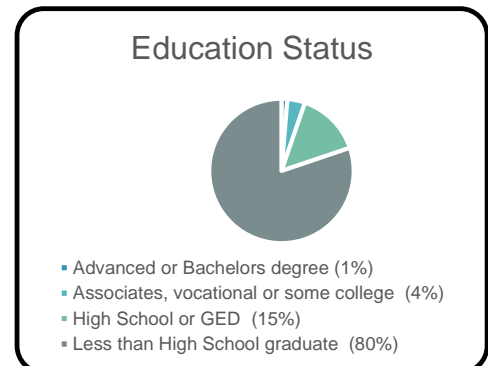
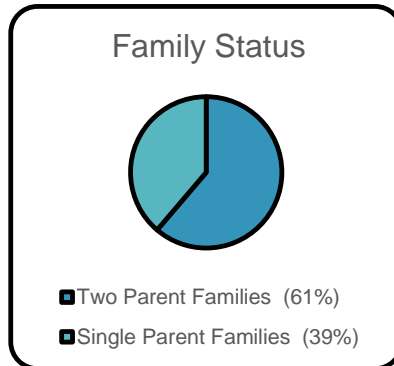
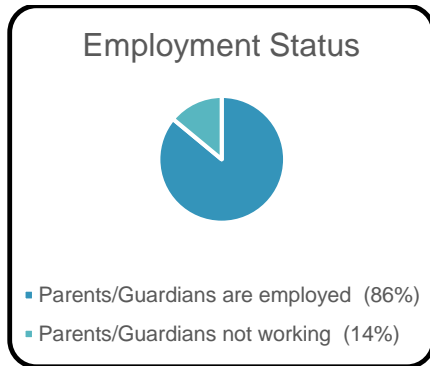
The average monthly enrollment was 44% of total funded enrollment. However, OHS requires Migrant and Seasonal Head Start programs to report cumulative enrollment for the season, which was 86% of total funded enrollment.

Parent Engagement and Family Services:

Head Start parents are encouraged to participate in the classroom, help set educational goals, and complete educational activities at home with their child. Because we believe parents are the child's first teacher, teachers identify individualized curriculum goals that can be used in the home to extend curriculum activities and help children progress developmentally. We emphasize the important role of fathers by helping them to understand how vital their participation is, and giving them the knowledge and confidence they need to be involved in their child's development. The outcome is increased self-confidence and self-esteem, which is one cornerstone of effective parenting. In addition to parent engagement in the classroom and in the Fatherhood Initiative, parents are also encouraged to participate in Policy Council. Through Policy Council and Parent Committees, parents share in decision-making that helps to shape the program.

Following are the different statistics that shed light on the different aspects of the families in our program and the family services provided:

A total of 227 families were served



Head Start Family Services:

Head Start provides a wide variety of services and assistance for enrolled families. We track services to understand what community resources are needed by families. Here is breakdown of the types of services families received:

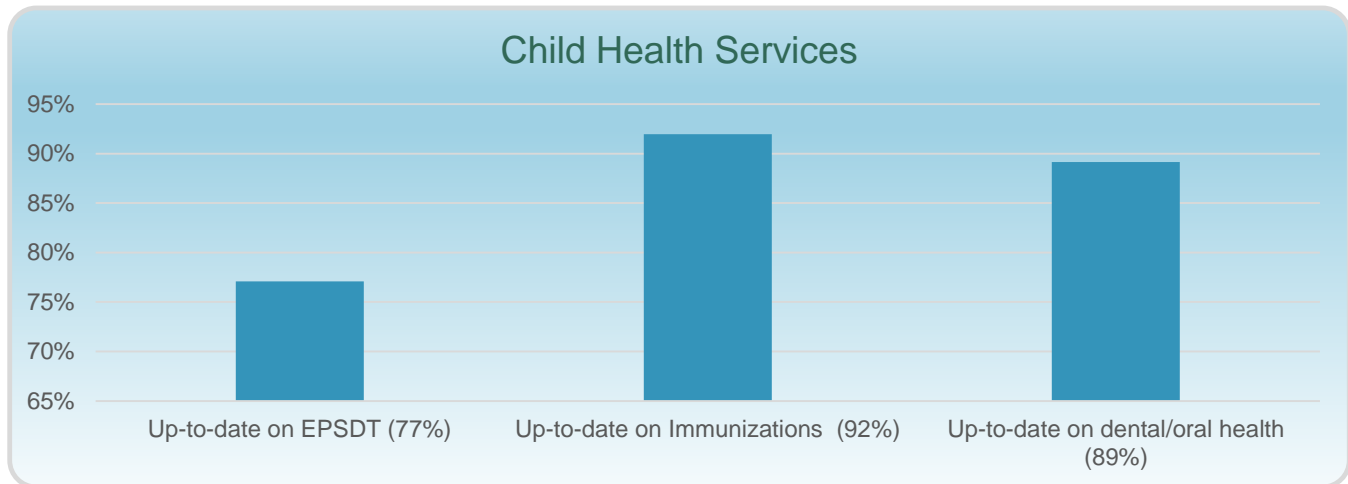
Emergency/crisis intervention such as food, clothing, or shelter	2
Housing assistance such as subsidies, utilities, repairs, etc.	1
Mental health services	1
English as a Second Language (ESL) training	34
Adult education such as GED programs and college selection	29
Health education	120
Parenting education	122
Number of families receiving any cash benefits or other services under the Federal Temporary Assistance for Needy Families (TANF) Program	0
Number of families receiving Supplemental Security Income (SSI)	2
Number of families receiving services under the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)	170
Number of families receiving services under the Supplemental Nutrition Assistance Program (SNAP), formerly referred to as Food Stamps	151

Father Involvement:

The GAMSHS offers activities designed to involve fathers and father figures. Fathers of 75 children participated in these activities in 2014-15.

Children’s Medical and Dental Services:

GAMSHS works to ensure children are up-to-date on their EPSDT well-child and dental screenings.



Preparing Children for Kindergarten

Telamon Corporation – Georgia Migrant & Seasonal Head Start embraces the comprehensive nature of the Head Start Program and coordinates with community partners to equip families with all of the necessary resources to prepare their children for school and to move themselves towards self-sufficiency. Services are provided in all of the mandated areas of education, health, mental health, nutrition, and disability and family services.

Telamon’s child development philosophy is based on three key elements. We believe that the child’s parents are the first and most important teacher of that child, and our curriculum design and daily implementation is only as strong as the meaningful involvement of parents in that process. Young children learn optimally only when their health, nutrition and mental health needs are first met.

Therefore, a comprehensive service program for all children must be a baseline against which all program operation are compared. Young children are creative and curious seekers and constructors of knowledge, with tremendous capacities and developmental trends around which classroom and home environments must be designed. The role of an educational experience is to provide each child with multiple opportunities to exercise those capacities in a safe, nurturing and rewarding atmosphere. We believe this philosophy is a natural extension of GAMSHS mission.

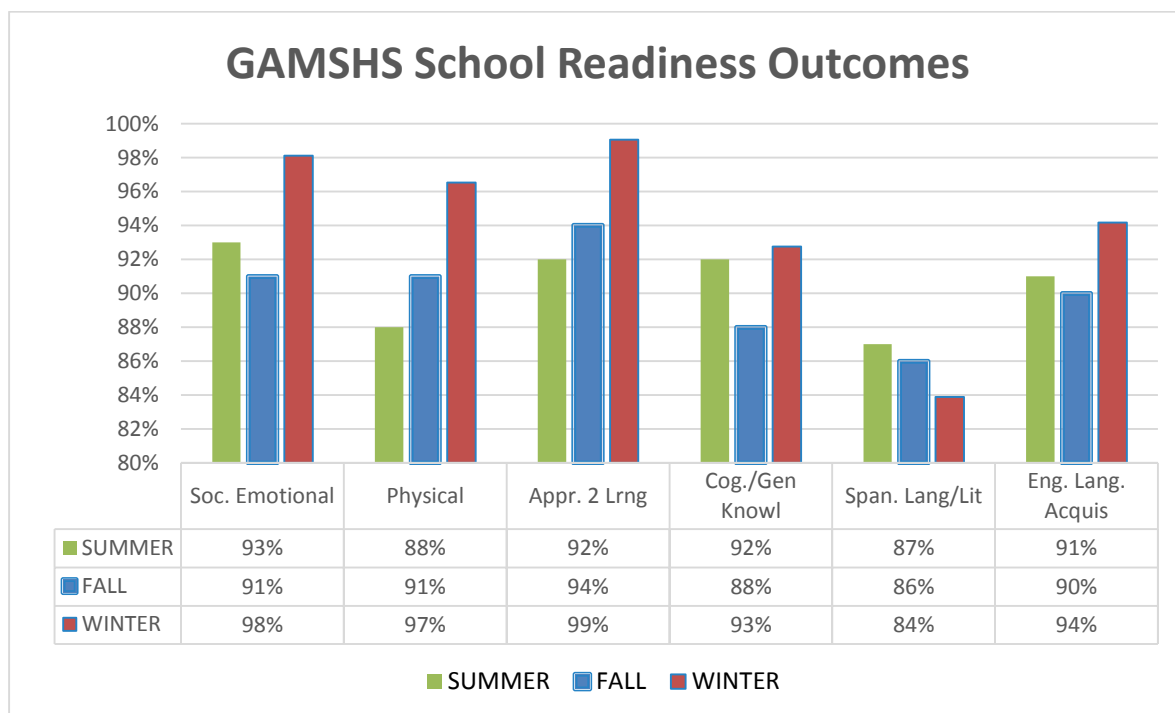
The GAMSHS staff works closely with families during the enrollment process to ensure each family has a medical and dental home and all required health screenings and immunizations are completed within thirty days of enrollment.

All screening and exam results are shared with parents and teachers (as necessary), who then work with GAMSHS family services staff to discuss additional treatment and follow-up visits. Teachers and parents work together to conduct the developmental screenings. At initial screenings, we expect that children with significant developmental delays will be identified. Parents and teaching team members collaborate to ensure children are referred for additional evaluations or services in a timely manner.

Assessment tools, such as Ages and Stages Questionnaires, provide initial clues as to the strengths and needs of each child, especially when combined with parent input about the activities and talents that the child exhibits at home. To ensure that the needs of individual children are met, individualized activities are planned to foster the development of each child’s emerging skills. Lesson plans are completed weekly for all children 6 weeks to 5 years.

Ongoing assessment data is entered into Teaching Strategies – GOLD and is used to plan individualized activities. The information is shared with parents during home visits and parent-teacher conferences during the season.

Individualized Family Service Plans (IFSP) (birth to 3 years old) and Individualized Education Programs (IEP) (3 to 5 years old) are prepared by Babies Can’t Wait or the LEA for children who have a diagnosed disability. These plans include specific goals and objectives to help the child develop skills in a specific developmental area. The objectives that are appropriate for implementation in the Head Start classroom are added to the lesson plans and the School Readiness Plan.



Telamon believes that children's mental health is reflected in the ability to develop social competence, positive and useful relationships with other children and family members, and a sense of comfort and confidence in oneself. Supporting that development requires sensitive and planned interactions between each child and the significant adults in her/his life. GAMSHS invests in training that teaches both staff and parents strategies to support positive behavior, and redirect and address negative behavior. Mental health consultants provide input into this training, based on their individual and group observations. They also provide child, family and staff consultations and make referrals as needed.

Telamon Corporation requires Head Start staff to maintain ongoing case management. Case management meetings are usually held every two weeks or as issues arise. It is expected that every child enrolled in an eight to eleven month program will be reviewed in a team meeting. Together the team will create a plan of action and make referral as needed. Actions/referrals are followed up in subsequent meetings until all actions have been resolved. In addition to the routine case reviews, staff can make referrals to the case management team when concerns are noted (e.g. behavioral issues in the classroom, screening results indicating concerns, family issues affecting multiple areas of service).

Curriculum and Assessment Tools. Telamon utilizes *Creative Curriculum® for Infants, Toddlers and Twos, and Preschool* in the classrooms. It is a comprehensive, research-based curriculum with a clear organizational structure and a particular focus on routines and experiences. The curriculum is aligned with the Head Start Early Learning Outcome Framework; and, the Georgia Early Learning and Development Stands (GELDS) with our School Readiness goals.

Results of Federal Review

The Office of Head Start conducted three reviews during this report period.

Fiscal/ERSEA: A review in April 2015 was conducted. There were no findings of non-compliance for the Georgia Migrant and Seasonal Head Start grant.

Environmental Health and Safety: A review was conducted in May 2015. While there were no findings of non-compliance for the Georgia Migrant and Seasonal Head Start program, there was an observation that the Valdosta center infant classroom did not have an exit leading directly to the outside or a window for emergency rescue or ventilation. The infant classroom was moved.

Leadership/Governance/Management Systems: A review was conducted in December 2015. There was one non-compliance noted because the program annual report did not include information on the agency's efforts to prepare children for kindergarten and one concern noted that the Policy Council did not include a member of the community-at-large. These have both been corrected.

Report of Independent Auditor

Board of Directors
Telamon Corporation and Subsidiaries
Raleigh, North Carolina

Report on the Financial Statements

We have audited the consolidated financial statements of Telamon Corporation and subsidiaries (“the Organization”) which comprise the consolidated statement of financial position as of September 30, 2015, and the related consolidated statements of activities and changes in net assets, cash flows and functional expenses for the year then ended, and the related notes to the consolidated financial statements.

Management’s Responsibility for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditor’s Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor’s judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Organization’s preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization’s internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the consolidated financial statements referred to above present fairly, in all material respects, the financial position of the Organization as of September 30, 2015, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

We draw attention to Note 16 to the consolidated financial statements, in regards to the Organization's restatement due the reclassification of previous reported liabilities to net assets. As a result unrestricted net assets as of September 30, 2014 have been restated for the correction of this misstatement. Our opinion is not modified with respect to this matter.

We draw attention to Note 16 of the consolidated financial statements, in regards to the Organization adopting an alternative accounting principle for the accounting treatment and reporting of property and equipment that they purchased with Federal funds. As a result, temporarily and unrestricted net assets as of September 30, 2014 has been restated. Our opinion is not modified with respect to this matter.

Supplementary and Other Information

Our audit was conducted for the purpose of forming our opinions on the consolidated financial statements that collectively comprise the Organization's basic financial statements. The supplementary information and the Schedule of Expenditures of Federal Awards, as required by U.S. Office of Management and Budget Circular A133, Audits of State and Local Governments and Non-Profit Organizations are presented for purposes of additional analysis and are not a required part of the consolidated financial statements. This information is the responsibility of management and was derived from and relate directly to the underlying accounting and other records used to prepare the consolidated financial statements. Such information has been subjected to the auditing procedures applied in the audit of the consolidated financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the consolidated financial statements or to the consolidated financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion this information is fairly stated, in all material respects, in relation to the consolidated financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated February 9, 2016, on our consideration of the Organization's internal control over financial reporting and on our test of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Organization's internal control over financial reporting and compliance.

Raleigh, North Carolina
February 9, 2016

Telamon Corporation

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