



2018 Annual Report

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A Message from the Board Chairman

Greetings Families & Friends of the Pee Dee Community Action Partnership,

As a Board, we believe that the responsibilities which have been bestowed upon us are great; however, our unswerving commitment and unselfish dedication to each citizen of Florence, Dillon, and Marion Counties are even greater! Our Board is adamant about constructing policies and procedures that are beneficial to uplifting the vision, percepts, and mission of this worthwhile organization and the people we serve.

It is therefore imperative that the importance of caring and keeping the trust and confidence of the people we serve be done with excellence. Our goal is to ensure that PDCAP is conducted and operated in an equitable manner of professionalism that is seasoned with hearts of compassion at all times. This year we commemorate 55 years of the signing of the Economic Opportunity Act, marking the start of the powerful and collaborative movement called Community Action.

For the empowerment of all,

Robert B. Cooper Sr.

Robert B. Cooper Sr.
Board Chairman

Board of Directors

OFFICERS

Rev. Robert B. Cooper, Sr., *Chairman*
Taft Guile, *Vice Chairman*
Jean Brunson, *Secretary*
Al Moore, *Treasurer*

Mark C. Frasier I, *Florence*
Clarence "Sonny" McRae, *Dillon*
Latausha McNeil, *Pamplico*
Robert Abson, *Dillon*
Alphonso Bradley, *Florence*
Mamie Robinson, *Gresham*
Betty Durant, *Florence*

Trudy Drawhorn, *Latta*
Juanita Jackson, *Timmonsville*
JoAnn McAlister, *Lake City*
Ja-Novice Greene-Richardson, *Dillon*
Louie Perkins, *Marion*
Rev. C.B. Black, *Florence*
Decar Brown, *Florence*

A Message from the Executive Director

Dear Pee Dee Community Action Partnership Faculty, Staff, Family & Friends,

I would like to thank the Board of Directors for allowing me to carry out the duties as Executive Director of the Community Action Partnership by upholding and promoting the agency's mission, and vision. I am honored to have the opportunity to serve as the Executive Director of an organization that prides itself on the integrity of its people.

The only way to ensure a strong future for our community is by ensuring the causes and conditions of poverty are effectively addressed, create opportunities for all people to thrive, build strong and resilient communities. We must continue to live by these values as we continue help change lives and improve our communities in the Florence, Dillon, and Marion counties. The annual report will provide a summary of the agency's achievements in 2018. PDCAP is consistently seeking unique and innovative methods to address and assist our clients with the alleviation of their barriers and challenges.

Sincerely,

Walt Fleming

Walt Fleming
Executive Director



A Message from the Human Resource Manager



Dear Pee Dee Community Action Partnership Faculty, Staff, Family & Friends, Human Resource Management is the function within an organization that deals with issues related to people such as compensation, hiring, performance management, organization development, safety, wellness, benefits, employee motivation, communication, administration and training.

At PDCAP, we believe that our partnership's success is largely dependent upon our employees; therefore, one of our main goals is to choose the best qualified individual(s) for the job they are to perform. Once an employee is chosen, the HR Office is responsible for representing, helping, advising, and consulting with employees, while at the same time keeping that overall best interest of the partnership in mind. During 2018, PDCAP has managed to use its human resources in ways that continue to meet the needs of its customers.

Respectfully,

Victoria Paige

Victoria Paige
Human Resource Manager

A Message from the Fiscal Director

Greetings Families & Friends of the Pee Dee Community Action Partnership,

Pee Dee Community Action Partnership continued its high standard of financial management and reporting during FY 2018. The department's excellence has been a joint effort of its managers, employees, and business partners. We strengthened management's controls over cash management activities and non-routine grant accrual procedures related to the *Recovery Act* funding. The department prepares detailed *Recovery Act* - related financial information that is submitted and posted to Recovery.gov on a quarterly basis. The department is working internally and with other government agencies to address security challenges and vulnerabilities to heighten the departmental standard for financial compliance and reporting.

As we move forward into 2019, we are hopeful that grant funding will continue to increase. We thank our volunteers and donors and ask for their continued support.

Respectfully,

Alberta Durant

Alberta Durant
Fiscal Director



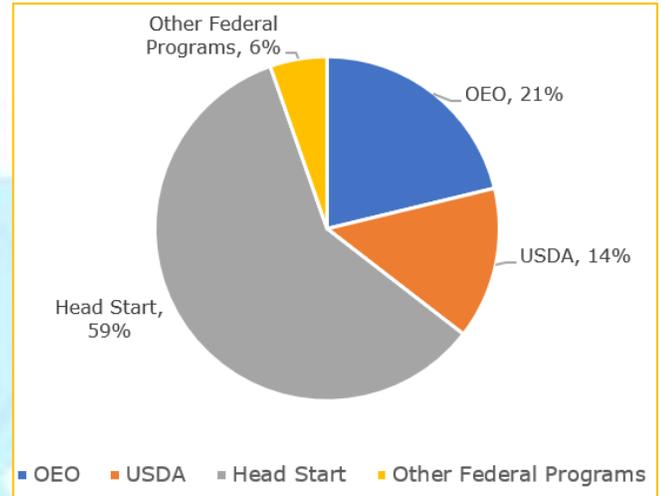


2018 Annual Report

Fiscal Summary

Grants Received by Funding Source

Office of Economic Opportunity (OEO)	\$ 3,392,363.00
USDA	\$ 2,282,521.00
Head Start	\$ 9,460,603.00
Other Federal Programs	\$ 856,387.00
Total Grant Revenue Received	\$ 15,991,874.00



The chart to the right illustrates total grant revenue received through various funding sources of the Pee Dee Community Action Partnership. The percentages for each source are displayed.

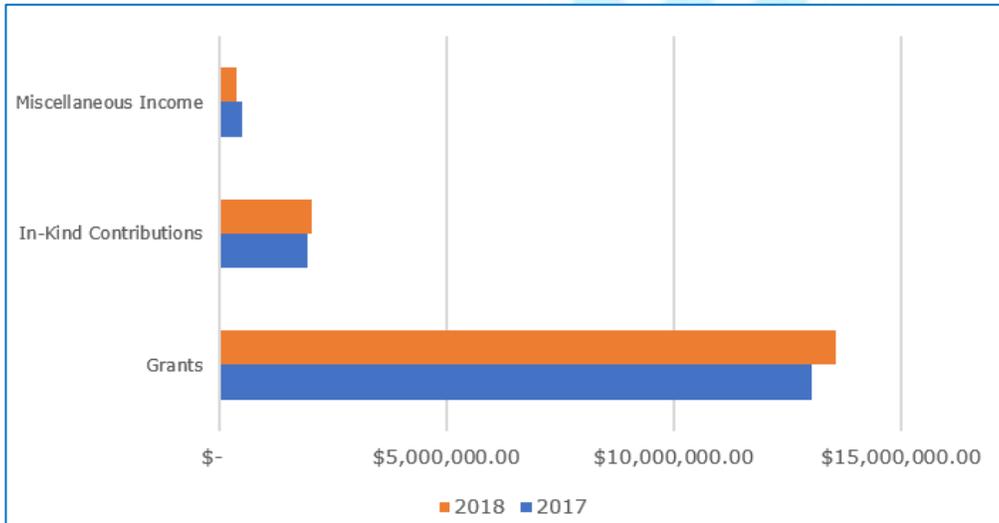
Statement of Financial Expenses

2017 and 2018 (amount in thousands)

Support and Revenue	2017	2018
Grants	\$ 13,045,735.00	\$ 13,549,785.00
In-Kind Contributions	\$ 1,931,808.00	\$ 2,048,290.00
Miscellaneous Income	\$ 511,112.00	\$ 393,799.00
Total Support and Revenue	\$15,488,657.00	\$ 15,991,874.00
Expenditure		
Head Start	\$ 7,369,440.00	\$ 9,460,603.00
OEO	\$ 2,964,537.00	\$ 3,392,363.00
USDA	\$ 2,211,928.00	\$ 2,282,521.00
Other Federal Programs	\$ 343,614.00	\$ 325,462.00
Non-Federal, State, Local	\$ 547,375.00	\$ 709,215.00
Indirect Cost	\$ 591,002.00	\$ 638,613.00
Total Program Support Services	\$ 14,027,898.00	\$ 16,808,777.00

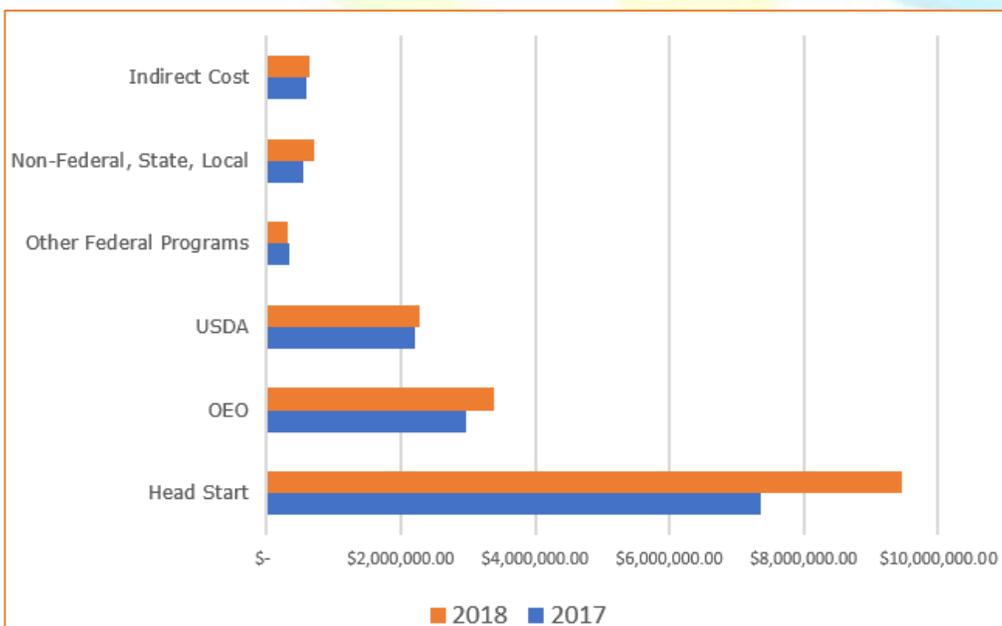
Fiscal Summary

Revenue Sources



The chart on the left compares the revenue sources of the fiscal years 2017 and 2018. Grants and In-Kind Contributions have slightly increased by approximately 4% and 6%, respectively, from 2017 to 2018. Miscellaneous income decreased by 23%.

Expenditures



The chart on the left compares expenditures from the fiscal years 2017 and 2018. The bulk of the expenditures occur with Head Start, followed by OEO and USDA related programs. Head Start expenditures increased by approximately 28%. Other federal programs were the only expenditure category showing a decline across the fiscal year (-5%).

Head Start/Early Head Start

Mission: To empower and engage families to live productive lives, strengthen communities and enhancing children's school readiness skills while building positive relationships.

Vision: To be the leading early childhood and family services organization preparing families for success.

Goals:

To prepare children ages birth to five to successfully enter kindergarten.

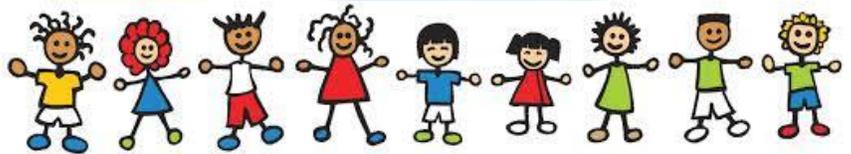
To strengthen families by fostering strong relationships & supporting positive outcome for children & their families.

To establish community partnerships to enhance comprehensive service delivery to children and their families.

PDCAP Head Start/Early Head Start focus is to assist families in making health the most important part of their lives. We ensure children maintain an ongoing source of professional medical and dental care which meet state and federal guidelines for optimal wellbeing. **Impact America (Focus First Vision Services)** offers on-site vision screenings to infants, toddlers and preschoolers. Individual results are recorded on the state-of-the-art vision screener. Impact America has supplied the program with in-kind dollars in the amount of over **\$8000.00**.

Head Start educational services focus on the total child and provide opportunities supporting cognitive, social and emotional growth.

Children were provided 2/3 of their daily nutritional needs by receiving breakfast, lunch and an afternoon snack. Meal patterns as recommended by USDA meal guidelines were adhered to by the program and other entities which provide meal service. Children and staff practice Family Style Meal Service, with second portions provided at the participant's request. Children with special dietary needs were served foods according to written prescriptions from their pediatrician. Lesson plans included food activities that broadened the children's food experiences. Children who were overweight, underweight or had other nutritional concerns received nutritional consultation from our Registered Dietitian. The data is received from nutritional referrals.



FUNDED ENROLLMENT/PROGRAM OPTION

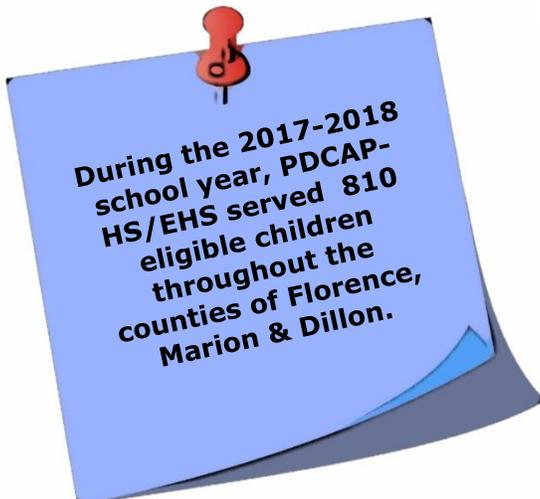
FE = 810 CE = 934	# Funded Enrollment Slots	% Funded Enrollment Slots	Center Based	Home Based
Head Start	742	91.60%	742	0
Early Head Start	48	5.93%	48	0
Home Based	20	2.47%	0	20
SC First Steps	17 State Funding Source		17	0

Participants By Age:
Children under 1 yr. @ 3/4%
1 years old @ 25/32%
2 years old @ 50/64%
3 years old @ 570/66.6%
and 4 years old @ 286/33.4%

Average Monthly Enrollment - 100% of FE

(FE) = Funded Enrollment

(CE) = Cumulative Enrollment

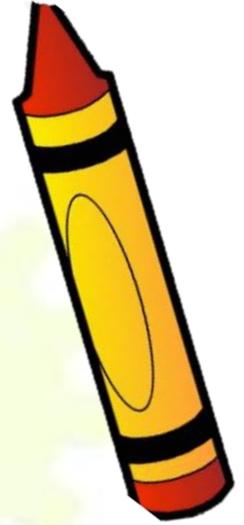


Head Start/Early Head Start

Early Childhood Services: Birth to Five

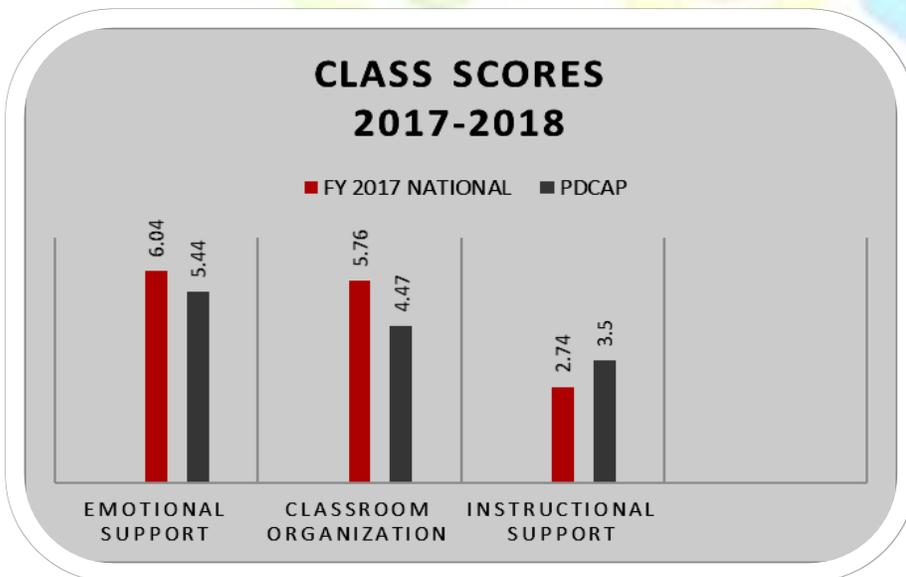
PDCAP Head Start educational services focus on the total child and provide opportunities supporting cognitive, physical, social and emotional growth. Through implementation of the Creative Curriculum 5th Edition for Infants, Toddlers & Two's and Creative Curriculum for Preschoolers which incorporates investigation and exploring of studies, strong teacher-child interactions, parents' engagement, positive learning environments, and consistent daily routines.

The Creative Curriculum is a **comprehensive, research-based** curriculum designed to help teachers and caregivers implement developmentally appropriate practices and offer **responsive** daily routines, meaningful experiences that nurture learning, encourage exploration and discovery as a way of learning, enabling children to develop confidence, creativity, and lifelong critical thinking skills. Supplemental curriculum for social-emotional development is Pyramid Model & TPOT are used to complement Creative Curriculum. The supplemental home-base curriculum is Partner for a Healthy Baby.



2017-2018 Program Class Assessment Scores

The Classroom Assessment Scoring System (CLASS) is an observation instrument that assesses the quality of teacher-child interactions in center-based preschool classrooms. CLASS includes three domains or categories of teacher-child interactions that support children's learning and development: Emotional Support, Classroom Organization, and Instructional Support.



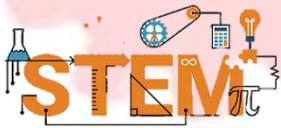
The chart highlights findings from our program compared to the National CLASS data from 2017-2018. Pee Dee takes into consideration various factors that may impact the CLASS scores such as: professional development, teacher's qualification, and children with an IEP. Currently, there are 6 Reliable CLASS Observers and Mentor Coaches, who provide resources and support to our teaching staff. The program continues to provide staff with mentor coach services, personalized staff development in small clusters and ensure the use of webinars to strengthen staff's skills to improve CLASS scores.

Head Start/Early Head Start

STEM Science Camp

The STEM Science Camp introduced the children to Earth Science which focus on constellations and rock formations. Chemistry and Physics topics allowed the children to explore different states of matter. The children had a day filled with exploration of the body. The children were asked to match disassembled bones to the assembled bones to identify the parts of the body. In the ecology lesson, Mrs. Floyd brought in various insects and pond creatures to show the children how these things evolve and rely on the environment for survival.

At the end of each session the students were given take home activities to complete with their parents to further expand their knowledge. The camp was extended with the college students enrolled in Science & Math ECD classes, they conducted reinforcement activities with the children covering materials from the previous day.



Help 4 Kids

Help4Kids is a wonderful program that has changed the lives and helped several of our children and families in Florence County which includes six Head Start Centers. As of October, Help4Kids began delivering to Dillon County, also, which includes two Head Start Centers.

Serving the Florence County schools at-risk children who receive free breakfast & lunch during the week and who are identified as being "food insecure" on the weekend, the mission is to fill that weekend hunger gap. The food bags contain nutritious, child-friendly, self-serving foods that are selected using the Feeding America guidelines and best practices. Families complete a signed permission slip agreement for participation into the program.

Help4Kids is beneficial for Head Start because the food provided gives the children and their families a chance to sit and partake in a meal together. This reinforces the nutritional aspects of Head Start extended to the home.



Services to Children with Special Needs

Children with disabilities have an opportunity to flourish in HS/EHS classrooms. Special Education services are provided by the Local Education Agencies and Community Service Providers throughout our three county service areas. Individual Family Service Plans (IFSP) and Individual Education Plans (IEP) address the specific needs of each child. All classroom environments foster inclusion.

SERVICES	HEAD START	EARLY HEAD START	HOME-BASE
Children Diagnosed with a Special Need	56	8	0
% of Children with IEP/IFSP	6.5%	3.4%	0%
Mental Health Referrals	5	0	0

Mental Health Services

PDCAP-HS/EHS support the mental health of children, families, and staff every day. Early childhood mental health is the same as social and emotional well-being. It is a child's developing capacity to express and regulate emotions, form trusting relationships, explore, and learn all in the cultural context of family and community. During the 2017-2018 school year, MH Consultants provided approximately 44hrs. of service at each HS/EHS center. The Pyramid Model is an evidence-based set of teaching practices and intervention approaches that promote healthy social and emotional development and prevent and address challenging behaviors. We had a decrease in the number of behavioral referrals due to our participation in the Pyramid Model. Mental Health consultation request from staff and parents increased as well.



Head Start/Early Head Start



Message from PDCAP – HS/EHS Director

The Head Start and Early Head Start program is committed to getting young children ready to enter kindergarten. Parents are a child’s first and most important teacher. Working together with parents, this goal can be accomplished. The staff at PDCAP is passionate about early care and learning, as guides a child through each stage of growth and development from ages birth to five. With children learning through play, each teacher is intentionally teaching and individualizing with them. Whether a child has special needs or not, he or she is full of bright potential. It is our goal to help each child to blossom.

PDCAP Head Start and Early Head Start is honored that parents have chosen this program to work together. We believe children thrive in a safe environment that encourages a child’s curiosity as they grow and learn. We are challenged to provide a high-quality learning experience to enhance the well-being of young children by utilizing best-practices with a caring staff.

Kathryn S. Woods

Kathryn S. Woods
HS/EHS Director

Success Story

After being diagnosed with Trigeminal Neuralgia (severe “facial pain” caused by inflammation that affects the fifth cranial nerve of the most widely distributed nerves in the head), my mission in life was to seek help in being healed from this daily chronic pain. After several years of battling my illness, in 2012 and 2016 I endured the surgery, and was able to manage the pain with medication and a lifestyle change, mentally, physically, and emotionally. My illness caused a major hardship on my family. Being married with five children, I was unable to hold a steady job, which put pressure on my husband’s income. Every day the pain kept me in wonder about many things in my life, not knowing which direction I would be going in. However, I **BEAT THE ODDS** by not allowing my health to hinder me and my family. Taking on a few part-time jobs, I felt like I was contributing to taking care of my family. In one of the jobs, I had the opportunity to bake. This was then when I discovered my passion to bake, which would allow me to financially help support my family now as well as being a stay at home Mom with my children. I decided to pursue a career as a professional baker. Baking allowed me to express my creative self, which was a **Win-Win!**

The choices I made for my career, education and future comes with much consideration and knowledge I gained as a **Lake City Head Start** parent. My leadership skills obtained through policy council and volunteering at the center and in the community empowered me to make decisions which promoted positive outcomes for myself and my family. **Over the past 5 years, my love for baking has successfully expanded.**

Jermeka Burgess
Lake City Parent



2017-2018 POLICY COUNCIL

Thank you and special appreciation to the HS/EHS Policy Council Members & Officers.

Chairperson

Shernette LaSane
Woods Road

Vice-Chairperson

Latisha McLeod
Mullins

Secretary

Tajama Glasgow
Woods Road

Board Liaison

Latausha McNeil

Community Representatives

Beryl Collington/Marion
Terri Gaskins-Bryant/Lower Florence,
Kenisha McFadden/Upper Florence

Members

Akeesha Legette, Mary Owens,
Natalie Barr, Brittney Mouzon,
Elizabeth Mitchell, Deborah Felder,
Jermeka Burgess, Rose Toney,
Sharaine Witherspoon, Debbie
Pressley, Sequoyah McCall, Valentina
Hodges, AaLiyah, Adrian Cain, Brenda
Lane, Rakeem Gause, Ericka Knowlin,
Ricquita Clark, Crystal Bacchus,
Lexus Reaves, Krystal Davis

Strengthening Families Program

The **Strengthening Families Program (SFP)** serves families with children ages 6 to 11 through local partners in settings that include community centers, schools, and churches. SFP is designed to help families develop positive discipline practices, stay resilient in tough times, reduce conflict, improve parenting skills, and assist children with social skills, relationships, and school performance. All of these factors play an important role in keeping families strong while protecting against potential abuse or neglect and adverse childhood experiences.

Participants complete a 14-session weekly program. The sessions, which always begin with a family meal, typically last 2 hours and include parents and children meeting separately to work with group leaders before coming together for shared activities to finish. Participants who successfully complete the program graduate in a celebratory style.

As of 2018, the **Strengthening Families Program (SFP)** served approximately 60 families in Marion and Dillon Counties and has received approximately \$225,000 in funding from Children’s Trust of South Carolina.



Anita Stevenson Magwood, SFP
Coordinator



Core Values

- Community Engagement
- Community-Focused Programs and Services
- Excellence
- Partnerships and Collaborations
- Respect and Caring for All
- Stewardship

“Strengthening Families has really helped me and my family to open up and listen to each other”- Parent (Cycle 5 Dillon)

“Strengthening Family sessions have taught me how to be firm, patient and understanding” - Parent (Cycle 6 Marion)



2018 Annual Report

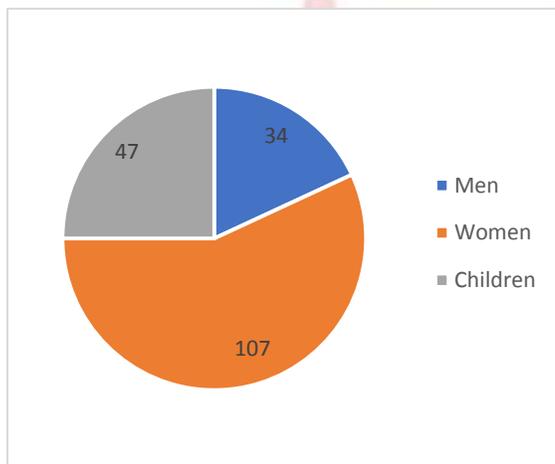
Emergency Shelter

PDCAP Emergency Shelter located in Florence and Dillon counties. Two of the few shelters in the area that service single men and women, as well as women with children. In 2018, PDCAP Emergency Shelters served 27 mothers, 1 father with a child, 34 single men, and 80 single women, totaling 190 persons served from the Pee Dee and surrounding areas. Standard services provided by PDCAP Emergency Shelter include shelter, case management, meals, and limited transportation for residents.

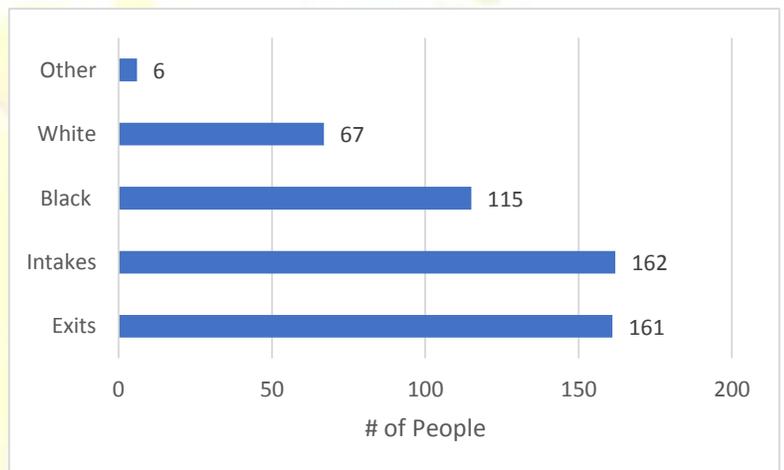
Many of the residents during 2018 were participants in the 30-60-90-day program, however residents are allowed a 24-month stay if necessary. This program enables individuals who are temporarily without housing to stay at the shelter for up to 90 days. While at the shelter, residents work with the case manager to identify potential housing opportunities, create a budget, and develop/implement a relocation plan.

The overall goal of this program is to provide support services and rental assistance for eligible participants, moving the individuals from the shelter into sustainable housing. While residents work to successfully support themselves and maintain housing in 2018 there were 6 individuals and families that were able to transition to permanent housing.

2018 TOTALS



YEAR TO DATE



Weed and Seed

The Weed and Seed Safe Haven in operation for 22 years serves as the cornerstone for disadvantaged youth in the North Florence area with over 7 programs available to the youth as well as senior citizens.

The **After-School Learning Center** offer homework assistance; a healthy snack; arts and crafts; board games and age appropriate fitness and exercise, conflict resolution and character development.

Weed and Seed Seniors meet on the 2nd and 4th Tuesdays at 12 noon – 1:30 p.m. where they can attend seminars on a variety of subjects to include health issues and healthy eating habits.

Academic Summer Camp offers a wide variety of character count developments, where the six pillars of character are essential to the learning experience in that it provides teachers, parents and mentors research-based strategies, techniques, and tools that convey knowledge, instill values and beliefs and develop character traits and life skills, academics, conflict resolution and ways to prevent bullying. Both educational and extracurricular field trips are apart of the summer camp.

Youth Leadership designed for high school students. Youth are trained on becoming self-sufficient and self-independent. The mission is to help them become shareholders within their community and learn how to become entrepreneurs.

Other successful programs offered are Computer Lab, Fitness Center and Boxing Program. Throughout the years, Weed and Seed have partnered with several agencies such the Life Altering Center and the Solicitor's Office where the youth are given pertinent information pertaining to life skills.



Emma Sellers, Program Director



Youth Summer Camp Participants



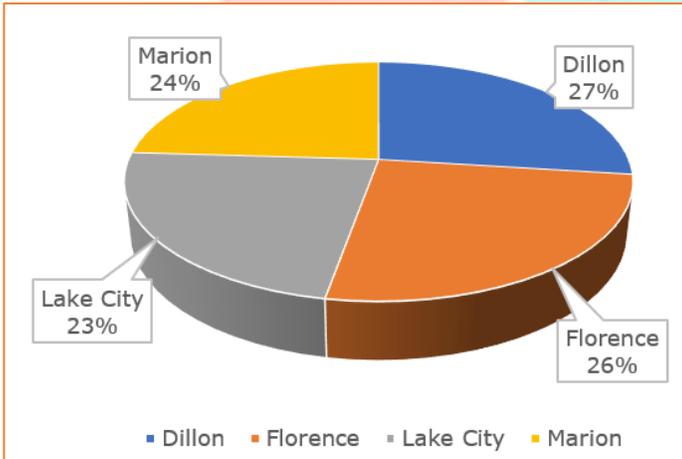
LIHEAP/CSBG

Low Income Home Energy Assistance Program (LIHEAP)

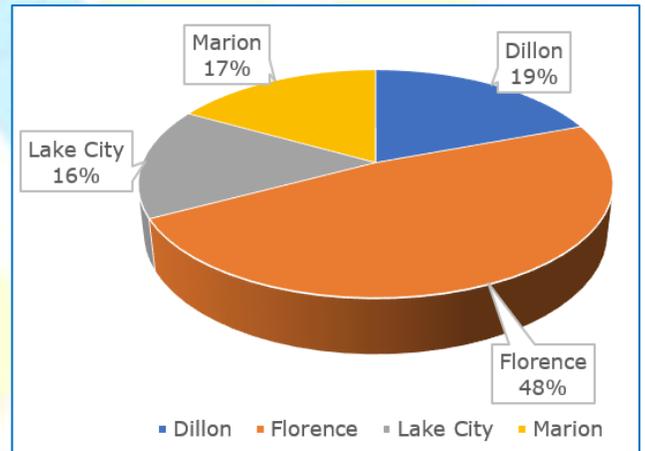
The Low-Income Energy Assistance Program (LIHEAP) is a federally-funded program designed to assist eligible low-income households in meeting home heating and/or cooling needs. LIHEAP alleviates home energy crises through the provision of energy assistance, energy education, home weatherization, income management counseling, and intervention with energy providers on behalf of low-income households.



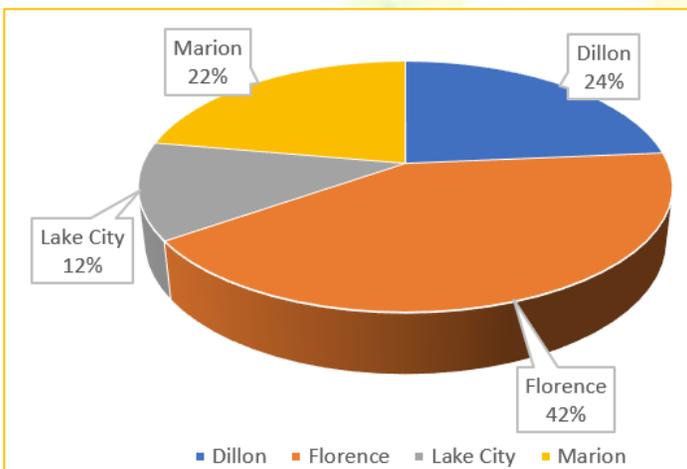
ECIP Customers Served



Direct Assistance Customers Served



General Emergency Assistance Program (GEAP) Customers Served



General Emergency Assistance Program (GEAP)

The General Emergency Assistance Program (GEAP) is intended to be used for emergency assistance. Assistance provided under this program must address the emergency needs of a household to obtain or purchase food, clothing, medical services, payment for rent, mortgage payments including taxes and insurance, purchase of appliances or furniture. Other programs that fall under GEAP programmatic eligibility are county and FEMA Assistance.

Offices

Florence	843.678.3400
Lake City	843.394.7440
Dillon	843.774.9038
Marion	843.765.3495

LIHEAP/CSBG

Employment and Education Assistance

The Employment and Education Assistance Program provides assistance to adults looking to obtain educational job skills. The program specifically offers developmental training for adults lacking resources, job skills to maintain housing and other resources to maintain employment. Adults are also able to receive post-secondary education to obtain their diploma, GED or certificate.

Youth Leadership Program

The Youth Leadership Program is designed to help improve the leadership skills of at-risk youth. The program fosters mutual understanding, respect and civic engagement. During the exchange, participants are offered workshops, community activities, meetings with community leaders, team building exercises, and leadership development.

Medically Indigent Assistance Program

With the increasingly high number of low-income residents that cannot afford or do not have medical care, the MIAP Program aids those in need of adequate medical care. In 2018, the MIAP served 83 clients.

In recognition of the need to address the medically indigent problem in the State, the Medically Indigent Assistance Fund (MIAP) was created effective January 1, 1986. The MIAF was funded by contributions from county governments and general hospitals to provide medical assistance to those citizens who did not qualify for Medicaid or any other government assistance and who did not have the means to pay for inpatient hospital care. MIAP cover inpatient hospital services only.

The MIAP provided that:

- The State Health and Human Services Finance Commission should develop uniform criteria and materials for statewide use.
- The county government should make arrangements for the determination of eligibility for the MIAP for its residents.
- General hospitals should inform patients of the existence of the MIAP and should refer the patient for an application if it was determined that the patient had no means to pay for hospital services.



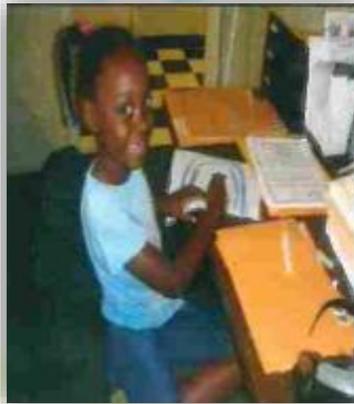
Janie Flemming, MIAP Coordinator

Day Care Homes

The Pee Dee Community Action Partnership **Day Care Homes**, a statewide program with over 145 providers, serving up to 2500 children offer childcare providers information on turning their love for children into a career. It also offers nutrition health and safety, striving to implement and improve the health of our young children by providing nutritious meals every day in a daycare home setting for children who are cared for outside of the home. The program provides three (3) meals per day. One of those meals must be a snack. There is also the option of serving six (6) meals per day, which would indicate a morning a morning shift and an afternoon shift. Those shifts include breakfast, A.M. snack, lunch, P.M. snack, supper, and evening snack. Proper nutrition reinforces lifelong eating habits that contribute to a child's overall well-being and help them grow to their full potential thus living a healthy life. The Food Program is a federally funded program that gives meal reimbursements to family daycare providers for serving nutritious meals in their daycare facility. Day Care Homes is influential to the economic development and growth for those desiring entrepreneurships.



Left to Right (Top): Ethellen McKnight, Lola Williamson



Kaitlenn Graham (DCH Child)

Left to Right (Bottom):
Kaitlenn Graham (DCH Child),
Jeannette H. Cooper

STAFF

Jeannette H. Cooper
DCH Director

Samuel Akeem McClam
Administrative Assistant

Ethellen McKnight
Monitor/Assistant

Lola Williamson
Monitor/Assistant

Minnie Samuel
Monitor/Assistant

Erica Rosenburg
Monitor/Volunteer

Kamicka Kingsworth
Monitor/Assistant

Turn your love of children into a career. Be a family day care provider in your home. The Pee Dee Day Care Homes Department will show you how.

For more information, contact
DCH staff.

1511 Stokes Road
Florence, SC 29501
Phone: 843.413.0726
Fax: 843.673.2649 or
843.389.0572
daycaarehomessc@aol.com
JeannetteHCooper@aol.com



2018 Annual Report

Community Action Agencies

ADMINISTRATION OFFICE

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PO Drawer 12670
Florence, SC 29505
PHONE: 843.678.3400
FAX: 843.678.3404

HEAD START ADMINISTRATION

2328 Prosperity Way Ste 10
Florence, SC 29502
PHONE: 843.774.9038
FAX: 843.667.4158

MARION COUNTY OFFICE

1011 East Godbold Street
Marion, SC 29571
PHONE: 843.765.3495

LAKE CITY SATELLITE OFFICE

180 Brown Street
Lake City, SC 29560
PHONE: 843.394.2534

DILLON COUNTY OFFICE

126 McArthur Avenue
Dillon, SC 29536
PHONE: 843.774.9038

Our Mission

To ensure the causes and conditions of poverty are effectively addressed, provide hope-inspiring help and real opportunities for self-sufficiency

Our Vision

An organization that creates opportunities for all people to thrive, builds strong, resilient communities, and ensures a more equitable society