

Glen Cove Child Day Care Center, Inc.

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Annual Report

August 1, 2018 through July 31, 2019

The Glen Cove Child Day Care Center, Inc. program, led by Executive Director, Christine Curra who holds a Bachelor's Degree in Special Education, and a Master's Degree in Literacy Education, provides federally funded preschool Head Start Early Childhood education and family services to 159 low-income children and their families residing in the agency's service area: The City of Glen Cove, and the communities of Bayville, Glen Head, Glenwood Landing, Locust Valley, Sea Cliff, Old Brookville and Oyster Bay all in Nassau County. In addition, the agency provides state subsidized childcare for infants and toddlers, preschoolers and grade school children for before and after care, for low-income, working parents in these communities in addition to providing private educational childcare services for working families.

Enrolled Head Start children participate in half-day or full-day class sessions during the school year (September to June) and subsidized and private educational childcare is provided year-round. The Education program provides learning activities specific to each child's developmental needs to support his/her physical, cognitive, emotional and social growth and to prepare each child for success in Kindergarten and their future educational endeavors. Daily Literacy activities facilitate children's pre-reading skills as a foundation for learning to read. Children also participate in learning activities that support their emerging knowledge of math, science and the community. Our program has established School Readiness Goals for all children ages birth through 5 and our expectations is for our children to achieve these goals by the time they transition to Kindergarten. The development and learning of at least 10% of our children is supplemented by special education services through their local school district Committee on Preschool Special Education, while receiving our full range of services at the center.

The education program is guided by the nationally known Creative Curriculum, supplemented with a "Healthy Hearts Program," "High Five Mathematize", "Picturing America", "I Am Moving I Am Learning" and "Marvelous Explorations through Science and Stories", and is provided by highly qualified classroom teachers. All our Head Start classroom teachers have college degrees in Early Child Education, and 5 out of 7 Teacher Assistants have secured, at a minimum, the nationally recognized Child Development Associate credential in early childhood, and 3 staff members are enrolled in a CDA credentialing course or college coursework for the 2018-2019 program year. 1 Assistant Teacher has a bachelor's degree in an Educationally related field and another Assistant Teacher has her Teacher Assistant Certificate from the New York State Department of Education. One of our daycare staff has a bachelor's degree in an Educationally related field while two have secured, at a minimum, the nationally recognized Child Development Associate credential in early childhood. Our School Readiness Goals encompass 25 goals in the areas of Physical Development and Health; Social Emotional Development; Approaches to Learning, including Creative Arts and Expression; Language and Literacy including Language Development, Literacy Knowledge and Skills, and English Language Development; Cognition and General Knowledge including Mathematics Knowledge and Skills, Science Knowledge and Skills, Logic and Reasoning, and Social Studies Knowledge and Skills.

Based on analysis of data for the 2018-2019 program year, our children progressed in all areas of development. Data is collected tri annually (fall, winter spring) and then analyzed to measure the strengths and weaknesses of the children and it allows the program to individual learning to strengthen areas that need improvement. Data collected for our spring assessments revealed that most children entering Kindergarten in the fall of 2019 were meeting the expected rate of growth in the developmental areas of Social/Emotional, Physical, Language, Cognitive, Literacy and Mathematics.

- The domain of Physical Development and Health had an average growth of +12.22.
- The domain of Social and Emotional Development had an average growth of +2.74
- The domain Language and Literacy had an average growth of +10.71
- The domain of Cognition and General Knowledge had an average growth of +16.34.

- The domain of Logic and Reasoning had an average growth of +10.69. This domain also had the highest individual goal percentage of growth. In the dimension of *Explores change related to familiar people or places* there was a positive growth of +26.88.
- In three separate domains there was a high total of 98.77% of children meeting requirement. This was in Physical Development and Health, Social and Emotional Development and Approaches to Learning.
- After analyzing the complete Aggregation of School Readiness Goals in Alignment with State and Head Start Child Development and Early Learning Framework Standards, there have significant percentages of growth in areas that were addressed during the aggregation in the winter of 2019.

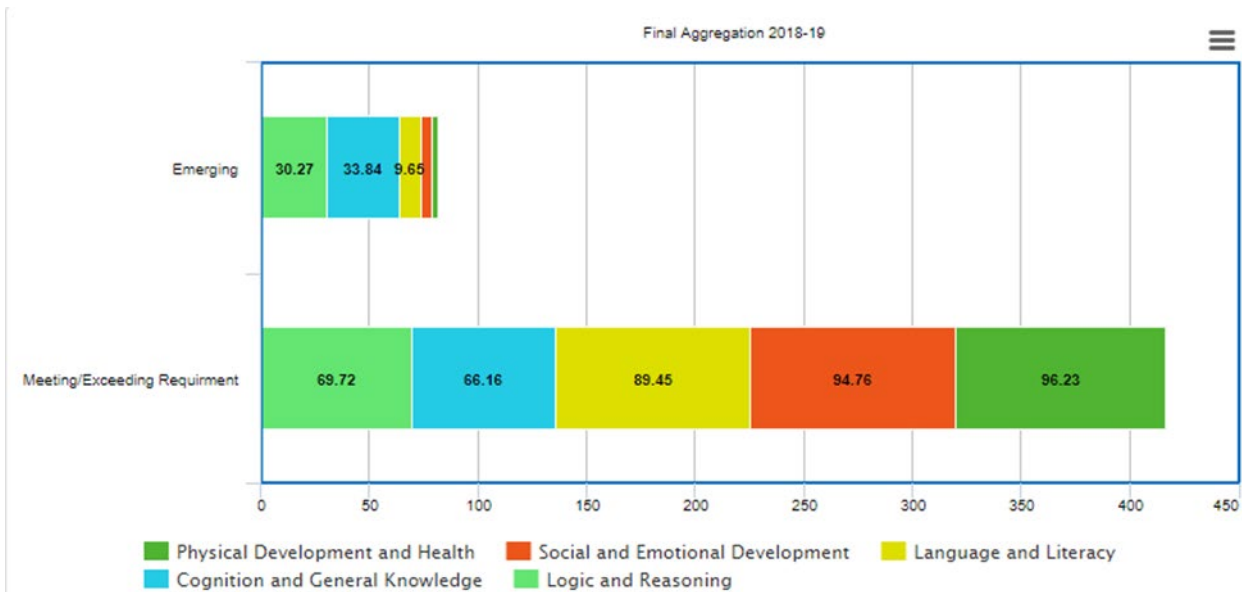
In the domain of Cognition and General Knowledge, specifically Science Knowledge and Skills, during the winter of 2019, 22.29 % of children were found to be meeting the goal of *Using tools and other technology to perform tasks*. This goal had the least number of children meeting requirement after analyzation. However, during the spring aggregation there was a growth of 18.59% and 40.88% of children were meeting requirement which is nearly double from the winter of 2019. This can be attributed to the following factors:

All lesson plans for the spring of 2019 were required to consist of a data collecting and charting tools. Children and staff worked to collect, graph and chart data to improve this goal.

- Children navigated developmentally appropriate websites, talk, ask questions and solve problems using computers with peers and adults.
- Viewed images and other media materials to gain information, and to add to their understanding of written materials for visual cues or creative purposes.
- Lesson plan activities focused on technology and task performance.

In the domain of Logic and Reasoning, specifically Social Studies and Knowledge and Skills, 24.69% of children were meeting the goal of *Explores change related to familiar people or places*. This was the second lowest percentage of children meeting a specific goal. However, in the spring of 2019, this dimension had the highest percentage of growth, 26.88 and 51.57% of children were meeting requirement which is more than double from the winter of 2019. This is due to the following factors:

- All lesson plans required an activity consisting of a timeline so children will be able to improve their awareness of understanding the past, present and future.
- All classrooms constructed a family growing tree. Parents will be asked to send in pictures of themselves when they were younger and older so that children can show awareness of time by identifying how someone looked in the past compared to the present.
- Teachers linked new lesson plans with old lesson plans so children can demonstrate an ability to connect new ideas to past experiences.



All results take into consideration that classes possess a mix of 3-5-year-old children; both typically developing as well as those with special needs possessing an IEP, newly enrolled children, and dual language learners. Our goal for the 2019-2020 program year is to continue to challenge all children to continue their progress towards School Readiness.

The Glen Cove Child Day Care Center Inc. offers a variety of support services to our families. These services include internal and external referrals, crisis intervention, home visits, collaboration with local school districts, Spanish and English translations, community agency collaboration, parent involvement, classroom volunteering opportunities and overall family support. In our program, parents can assist in the development of activities that address their interest and needs and that at the same time support the education and healthy development of their children. Our main goal is to empower our children and families with the skills needed for future success. Fatherhood initiatives encourage fathers, uncles, and grandfathers to participate in classroom activities such as Daddy Loves Me Car Show. In addition to the Daddy Loves Me Car, fathers and children’s male figures had an opportunity to participate during our Woodwork with Dad. This year was our fourth annual food drive in which 30 families benefited from the generosity of the Glen Cove Community and surrounding areas. We continue partner with the Green Valle schools for the holidays and their children and families generously donate 115 gifts for our preschool aged children. This program year again, the Jewish Community Center also donated 159 gifts for the holidays and the commitment to continue their support for the upcoming school year. In addition to this, one of the JCC members and her husband coordinated a toy drive with the Glen Oaks Country Club for the third year for our infants, toddlers, pre- k, and school aged children. Parenting Curriculum continues to be offered to all families through a partnership with Empower, Assist, Care organization. “Common Sense Parenting” is a research-based curriculum and it is offered in two sessions one in the fall and the second one in springtime. For the upcoming 2019-2020 program year, in addition to continue partnering with community-based agencies, our program will be adding a new community partner to our service area. Doc-for-Tots a non-profit organization based in Nassau County will be coming to provide developmental screenings on site to infants, toddlers and pre-school children.

Our program ensures that all children have current and updated vaccinations; preventative well checks annually and regular dental exams. We offer all parents that don’t have health insurance with the information of where to apply for services and help the parents that need to schedule appointments with doctors, dentists and or specialists. Parents who do not qualify for insurance are directed to sliding scale clinics (low cost care) located in and around the community. Parents are assisted with applying for New York State of Health insurance applications whether it be online or via phone application, assistance is provided to parents of children who have been referred to see specialist out of town are assisted in setting up transportation through health insurance benefits. As the parents encounter difficulties Health Coordinator reaches out to community agencies in attempts to assist families.

Head Start can assist families with resources on how to get the dental care child may need. Our objective is to increase access and identify dental needs in our Head Start program. To provide that services we partner with Glen Cove Hospital, Comfort Dental and volunteers from Give kids a Smile every year one of the residents comes to the Center and conducts oral dental screenings. Any child with any suspicious looking condition is referred to a dentist for a definitive examination and diagnosis. Information on the local pediatric dentists working in the area is provided to the parents According to which insurance the family is participating in. Our goal is to connect Head Start families with community health services and guide them to where

to go and apply for health insurance. Oral health dental screenings are offered in February during dental month to our center as well as outside service sources that provide screenings, treatments and education to the children. The American Dental Association sponsors the Give Kids a Smile program that is an annual event which provides educational information in addition to free child screenings. The Molloy College Nursing students came to our agency to conduct workshops with the children on the importance of proper oral care. They also discuss the good and bad food choices with the children to educate them on ways to maintain healthy teeth, in addition to discussing what will occur when they visit the dentist. Molloy nursing students conducted vision screenings, and workshops on auto safety/seatbelt and community safety. Our agency also partners with Adelphi College for Nursing Students to conduct workshops related to bus safety, community safety and hazardous poisons. We continue to work with Planned Parenthood and United Health Care Community plan which collaborate by Participating in parent meetings and conducting eligibility screenings for families in addition they offer assistance to staff and families in need of health insurance.

Good nutrition is the cornerstone of a child's health. A well-nourished and healthy child is readier to learn. Nutritional workshops are offered during the year to inform and educate the parents about the healthy meals and the food pyramid. Nutritious foods that meet the USDA guidelines for children are offered daily. We offer Family-style serving of meals so that the children may gain independence and engage in friendly and meaningful conversations. Food activities such as Jr. Chefs encourage a positive attitude toward healthy foods. Children learn best when they are healthy and safe as well as when parents are involved. A certified nutritionist visits our agency monthly to review the menu prepared to ensure that all nutrition requirements are met and that balance meals are being served as well as meet with parents who have concerns to assist in creating healthy meals and continuous healthy eating habits at home. Our center has implemented a No juice policy, Not Outside food policy in attempts to encourage healthy eating habits for the children and families while at the center.

The Glen Cove Child Day Care Center, Inc. continued to instill a Healthy Hearts Program for the 2018-2019 program year in coordination with the Community Block Development Grant of Glen Cove. The program emphasized healthy lifestyles for the children and families of the center. Data from the 2018-19 program year dictates that 44% of our children from low income families were identified as overweight/obese. Therefore, to tackle this issue, the Healthy Hearts Program supplies our children and families the tools to live an all-encompassing healthy and nutritious lifestyle. Activities included in the Health Heart Program included but were not limited to the Eat Well Play Hard Program which was sponsored by the Nassau County Child Care Council, a Wood Working with Dad night, a soccer clinic provided by Soccer Shots, a visit from the Fun Bus, Yoga lessons, field trips to Glen Dance Studio and Bounce U, a center wide construction of a garden to plant fruits and vegetables, new sport materials and instruction for the Third Annual Fitness Games at the Glen Cove Child Daycare Center Inc and the release of the center butterfly garden. The Glen Cove Child Daycare Center Inc. is confident that this Healthy Hearts Program will continue to foster growth and development for the children and families of the center while providing an enjoyable and exciting experience for the children for years to come.

The agency's revenue received for fiscal year August 1, 2018 through July 31, 2019 totaled \$3,031 million. This included a Federal approved grant award of \$1,483 million received from the U.S. Department of Health and Human Services, Administration and Family (DHHS) to operate the Head Start program. The award included the requirement to match Federal funds at 20% totaling \$370,672. The agency has more than met the requirement of this amount through various in-kind services. The revenue also included reimbursement received of \$784,394 from Nassau County Department of Social Services for subsidized Day Care, \$201,826 of Parent fees, unrestricted revenue of \$7,797 from fund raising events and donations received. The agency also received funds of \$164,242 from New York State Department of Health for the Child and Adult Care Food program to provide nutritious and balance meals served to children enrolled in our programs. In addition, our agency received a grant from the City of Glen Cove Community Development Agency (CDA) to provide a Healthy Hearts program for the children we serviced to address obesity. The agency also received a Garden Grant from the National Head Start Association. Our agency also provides services during six weeks in the summer that include field trips to museums, parks, movie theatres, etc.

The total expenditures incurred for all programs totaled \$2,977,137. Of this total, \$1,891,207 represent Head Start expenditures or 63.52% of the total agency expenditures, \$910,688 for the Child Care Program or 30.59% of the total, \$164,242 for the Adult and Children Food program or 5.52% of the total, \$6,000 for the CDA program or .002%, and \$5,000 for the National Head Start Garden Grant or .0017% of the total.

Primary expenditures totaled \$1,993,689 which represents 65.8% of the total revenue received were for personnel costs that include salaries, payroll taxes, employee benefits and consultant services. The primary expenditures represent 66.97% of the total expenditures of \$2,977,137. Repairs & Maintenance and Facility Cleaning Service costs totaled \$87,776 which represent 2.90% of total expenditures. Expenditures associated with transporting children to and from the agency facility were \$127,150 or 4.20% of total revenue received and 4.27% of total expenditures. The remaining expenditures totaled \$768,522 or 25.36% of total revenue and 25.81% of total expenditures that were incurred for providing children education materials, supplies, insurance, parent activities, subscription dues/advertising, lease equipment, unrestricted events and staff training. Included in

the \$768,522 were \$408,519 in the value of in-kind services to support the Head Start program which is within the twenty percent matching requirement by the U.S. Department of Health and Human Services, Administration for Children and Families. The matching percent for this program year was 21.66%. The administrative costs to operate the Head Start program totaled \$218,560 or 11.56% of the Head Start project costs of \$1,891,207 (Federal and Non-Federal Share Expenditures) which is within the 15% maximum allowed.

The agency is audited annually by an Independent Certified Public Accountant to ensure accurate accounting of all funds received and to render an opinion on the financial statements of the agency. Our audit report for the period August 1, 2017 through July 31, 2018 did not have any audit findings. The next independent certified audit for the period ended July 31, 2019 is anticipated to be conducted in late fall of 2019.

The agency is also visited by a team of Federal reviewers to conduct a review of the Head Start program operations to ensure that the Head Start program is complying with all Federal regulations. The last review was conducted in March 2016. It is anticipated that a Federal review will begin sometime this fall.

The agency is also periodically visited by a New York State licensor through the Office of Children and Family Services. Our latest visit revealed no violations under the New York State Day Care regulations.

Below are financial charts detailing financial data by program.

**Glen Cove Child Day Care Center, Inc
Annual Financial Report (Unaudited)
August 1, 2018 Through July 31, 2019
Continued**

Revenue:	All Programs	% of Total	Head Start	% Of Total	Day Care	% Of Total	CACFP	% Of Total	CDA	% of Total	Garden Grant	% of Total
U.S. DHHS - Head Start	1,482,688	48.92%	1,482,688	78.40%								
U.S. DHHS - Head Start In-Kind	408,519	13.48%	408,519	21.60%								
Nassau County Day Care Reimb	754,394	24.89%			754,394	78.22%						
Parent Fee	201,826	6.66%			201,826	20.93%						
Child & Audit Care Food Program	164,242	5.42%					164,242	100%				
CDA -City of Glen Cove	6,000	0.20%						6,000	100%			
Nat'l Head Start Garden Grant	5,000	0.16%									5,000	100%
Unrestricted Revenue	7,797	0.26%			7,797	0.81%						
Interest Income	457	0.02%			457	0.05%						
Total Revenue	3,030,924	100%	1,891,207	100%	964,474	100%	164,242	100%	6,000	100%	5,000	100%

EXPENDITURES:

Salaries	1,611,385	54.13%	950,983	50.28%	613,876	67.41%	46,526	28.33%	0.00	0%	0.00	0.00%
Fringe Benefits	355,897	11.95%	213,865	11.31%	136,872	15.03%	5,160	3.14%	0.00	0%	0.00	0.00%
Consultants	26,407	0.89%	23,403	1.24%	3,004	0.33%	0.00	0.00%	0.00	0%	0.00	0.00%
Repairs & Maintenance	61,766	2.07%	39,683	2.10%	22,083	2.42%	0.00	0.00%	0.00	0%	0.00	0.00%

Facility Cleaning Service	26,010	0.87%	16,456	0.87%	9,554	1.05%	0.00	0.00%	0.00	0%	0.00	0.00%
Bus Transportation Services	127,150	4.27%	86,122	4.55%	41,028	4.51%	0.00	0.00%	0.00	0%	0.00	0.00%
Supplies	47,894	1.61%	22,896	1.21%	13,085	1.44%	5,691	3.47%	1,222	20%	5,000	100%
Postage	2,197	0.07%	1,296	0.07%	901	0.10%	0.00	0.00%	0.00	0%	0.00	0.00%
Utilities	61,963	2.08%	40,252	2.13%	21,711	2.38%	0.00	0.00%	0.00	0%	0.00	0.00%
Food Costs	107,308	3.60%	272	0.01%	171	0.02%	106,865	65.07%	0.00	0%	0.00	0.00%
Insurance	32,759	1.10%	19,875	1.05%	12,884	1.41%	0.00	0.00%	0.00	0%	0.00	0.00%
Training	21,092	0.71%	20,533	1.09%	559	0.06%	0.00	0.00%	0.00	0%	0.00	0.00%
Children Field Trips	1,196	0.04%	150	0.01%	728	0.08%	0.00	0.00%	318	5%	0.00	0.00%
Children Activities	4,824	0.16%	237	0.01%	127	0.01%	0.00	0.00%	4,460	74%	0.00	0.00%
Children Screenings	1,028	0.03%	1,000	0.05%	28	0.00%	0.00	0.00%	0.00	0%	0.00	0.00%
Lease Equipment	9,430	0.32%	4,912	0.26%	4,518	0.50%	0.00	0.00%	0.00	0%	0.00	0.00%
Unrestricted Events	2,428	0.08%	0.00	0.00%	2,428	0.27%	0.00	0.00%	0.00	0%	0.00	0.00%
Other	67,882	2.28%	40,751	2.15%	27,131	2.98%	0.00	0.00%	0.00	0%	0.00	0.00%
HHS-Head Start In-Kind Services	408,519	13.72%	408,519	21.60%	0.00	0.00%	0.00	0.00%	0.00	0%	0.00	0.00%
Total Expenditures	2,977,137	100%	1,891,207	100%	910,688	100%	164,242	100%	6,000	100%	5,000	100%

**GLEN COVE CHILD DAY CARE CENTER, INC
ANNUAL FINANCIAL REPORT (UNAUDITED)
AUGUST 1, 2018 THROUGH JULY 31, 2019
CONTINUED**

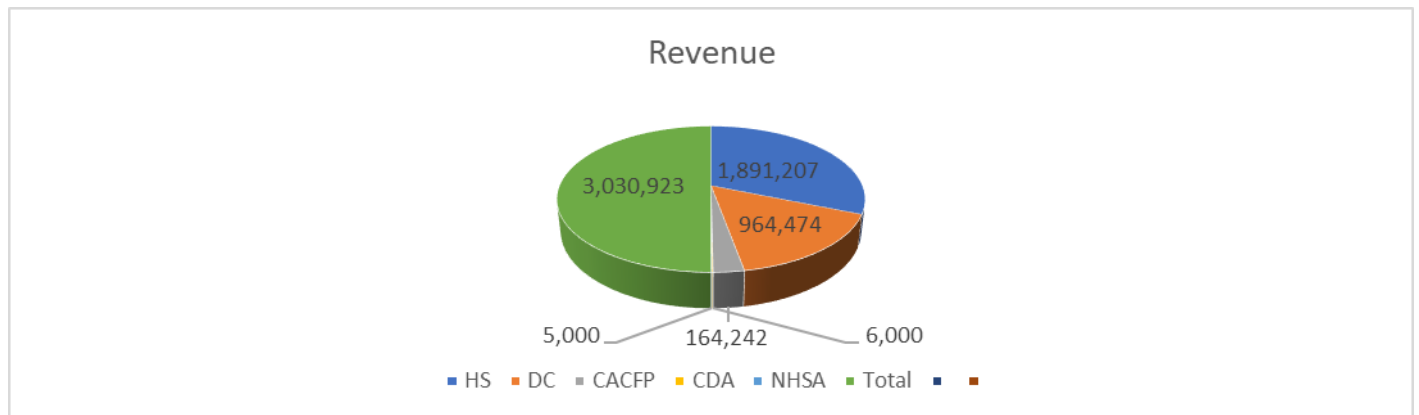
OTHER BUDGET CATEGORY BREAD DOWN

Category	All Programs	%	Head Start	%	Day Care	%
Payroll Service	19021	28.02%	11,875	29.14%	7,146	26.34%
Time Clock Expense	3,236	4.77%	1,980	4.86%	1,256	4.63%
Audit	19,001	27.99%	11,315	27.77%	7,686	28.33%
NYS Annual Charitable Reg. Fee	225	0.33%	74	0.18%	151	0.56%
Bank Charge	206	0.30%	0.00	0.00%	206	0.76%
Parent Activities	937	1.38%	919	2.26%	18	0.07%
Fatherhood Activities	360	0.53%	360	0.88%	0.00	0.00%
Dues, Subscriptions	732	1.08%	436	1.07%	296	1.09%
Computer Maintenance	5,815	8.57%	4,018	9.86%	1,797	6.62%
Local Travel	565	0.83%	378	0.93%	187	0.69%
Employer Pension Plan Fees	1,250	1.84%	770	1.89%	480	1.77%

Advertising	1,710	2.52%	1,085	2.66%	625	2.30%
Software Subscriptions	7,943	11.70%	4,730	11.61%	3,213	11.84%
Printing/Copying	277	0.41%	165	0.40%	112	0.41%
Bottled Water	3,028	4.46%	1,803	4.42%	1,225	4.52%
Camera Repairs	428	0.63%	255	0.63%	173	0.64%
Special Needs Support	0	0.00%	0.00	0.00%	0.00	0.00%
Miscellaneous	3,148	4.64%	588	1.44%	2,560	9.44%
Total Other	67,882	100%	40,751	100%	27,131	100%

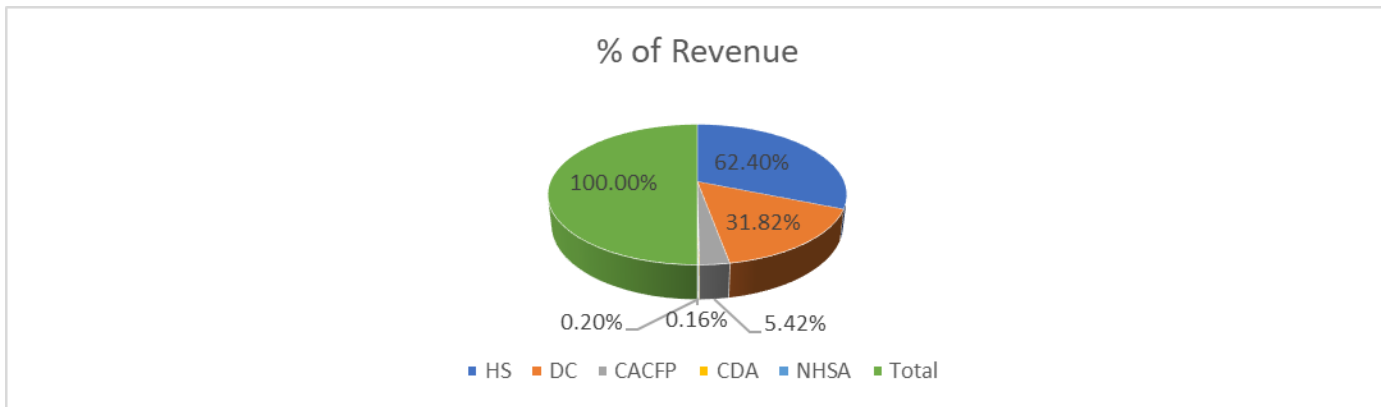
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ANNUAL FINANCIAL REPORT (UNAUDITED)
AUGUST 1, 2018 THROUGH JULY 31, 2019
CONTINUED**

	HS	DC	CACFP	CDA	NHSA	Total
Revenue	1,891,207	964,474	164,242	6,000	5,000	3,030,923

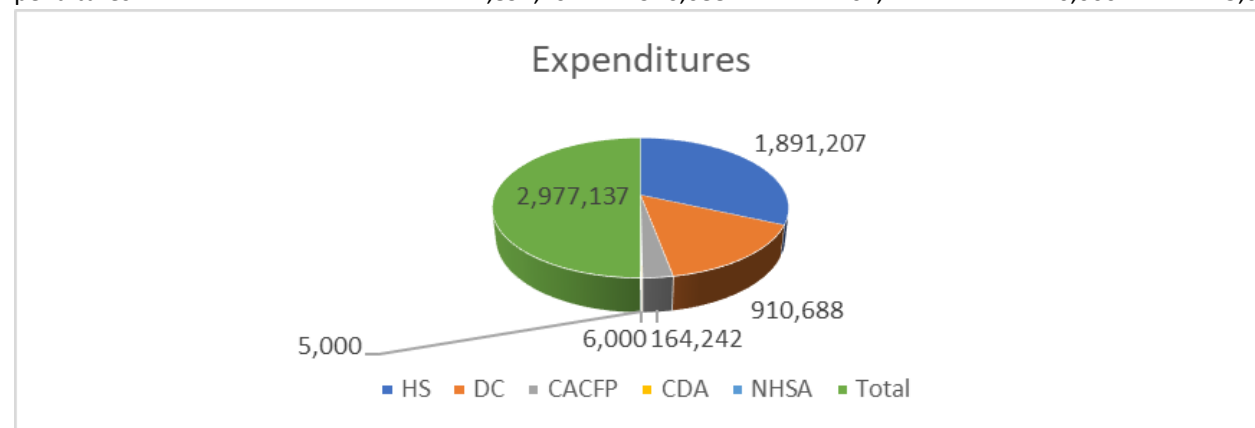


HS	DC	CACFP	CDA	NHSA	Total
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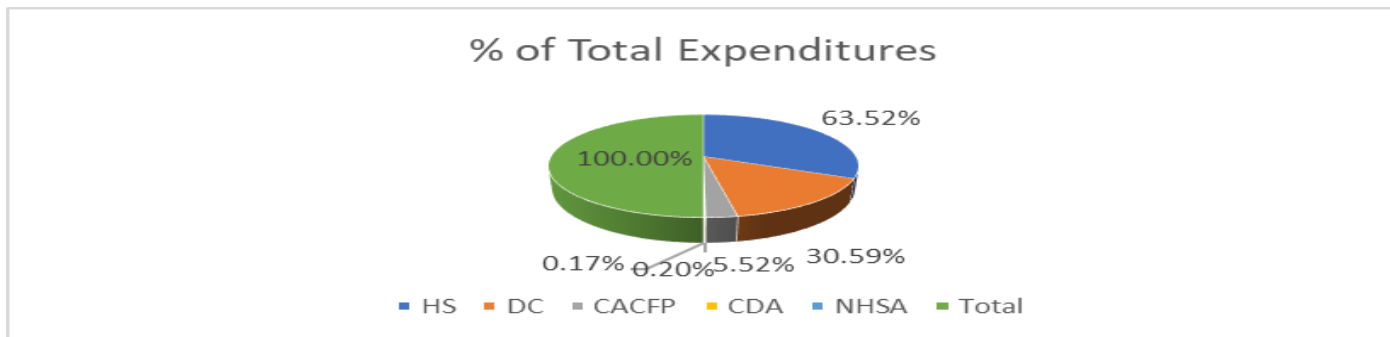
% of Revenue	62.40%	31.82%	5.42%	0.20%	0.16%	100.00%
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	HS	DC	CACFP	CDA	NHSA	Total
Expenditures	1,891,207	910,688	164,242	6,000	5,000	2,977,137



	HS	DC	CACFP	CDA	NHSA	Total
% of Total Expenditures	63.52%	30.59%	5.52%	0.20%	0.17%	100.00%



	HS	DC	CACFP	CDA	NHSA
% of Expenditures to Revenue	100.00%	94.42%	100.00%	100.00%	100.00%

% of Expenditures to Revenue

