

Glen Cove Child Day Care Center, Inc.

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Annual Report

August 1, 2019 through July 31, 2020

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 114 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 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 are 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 of our Head Start classroom teachers have college degrees in Early Child Education, 4 assistant teachers have their Child Development Associate (CDA), 3 assistant teachers have a bachelor's degree and 2 assistant teachers are in the process of earning their CDA.

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.

Due to the Covid-19 worldwide pandemic, the 2019-2020 program year ended in March of 2020. During this time, two aggregations of school readiness were completed and based on analysis of this data for the 2019-2020 program year, our children progressed in all areas of development. This data was collected in the fall of 2019 and in the winter of 2020 and then analyzed to measure the strengths and weaknesses of the children and it allows the program to individualize learning in order to strengthen areas that need improvement.

- The domain of Cognition and General Knowledge had an average growth of +14.38.

- The domain of Logic and Reasoning had an average growth of +14.56.
- The smallest dimension of growth was in Cognition and General Knowledge. In the dimension of Science and Knowledge Skills there was a 5.25% increase in the number of children who can use tools and other technology to perform tasks/ the dimension also had the second lowest total of children meeting the requirement, 15.95%.
- The domain with the highest percent of children meeting the requirement is Social and Emotional Development where 95.62% of the children are meeting the requirement and 16.67% are surpassing requirement when it comes to children managing their feelings.

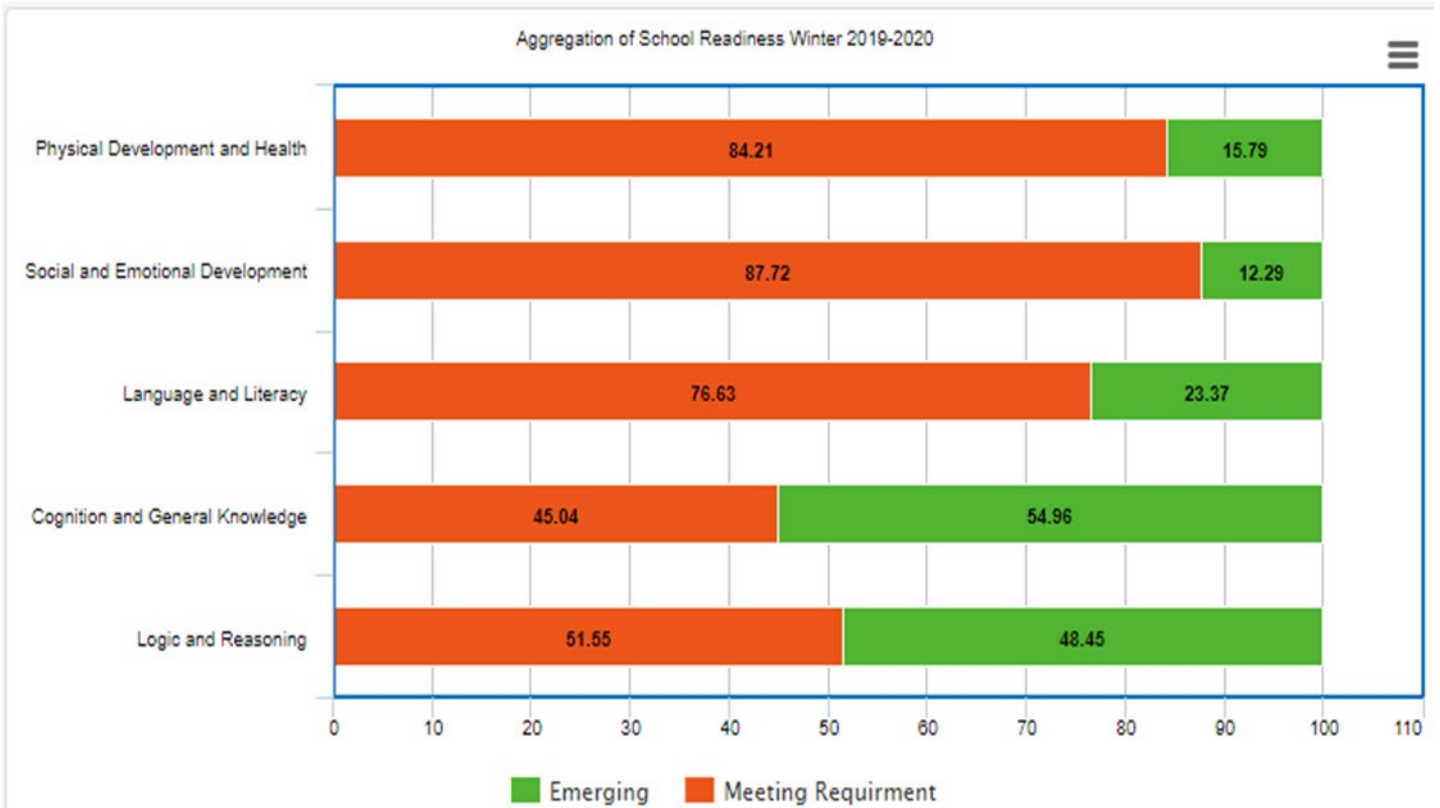
After analyzing the complete Aggregation of School Readiness Goals in Alignment with State and Head Start Child Development and Early Learning Framework Standards, the Glen Cove Child Daycare Center Inc. will strive to improve the growth of certain goals.

In the domain of Logic and Reasoning, specifically Social Studies and Knowledge and Skills, 15.79% of children were meeting the goal of *Explores change related to familiar people or places*. This was the lowest percentage of children meeting a specific goal. To improve upon this percentage:

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

In the domain of Cognition and General Knowledge, specifically Science Knowledge and Skills, 15.93% of children were found to be meeting the goal of *Using tools and other technology to perform tasks*. This goal had the second least number of children meeting requirement after analyzing the aggregation. To improve the growth of this goal:

- All lesson plans for the spring of 2020 will be required to consist of data collecting and charting tools. Children and staff will work to collect, graph, and chart data to improve this goal.
- Children will navigate developmentally appropriate websites, talk, ask questions, and solve problems using computers with peers and adults.
- View 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 focusing on technology and task performance.



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.

In order to continue to meet the 26 goals encompassed by our School Readiness Goals, our center switched from using Teaching Strategies Gold to Desired Results Developmental Profile (DRDP). The Rating Scale within the DRDP includes English Language Development, which includes Comprehension of English, Self-Expression in English, Understanding and Response to English Literacy Activities, and Symbol, Letter, and Print Knowledge in English. Approaches to Learning-Self Regulation, which includes Curiosity and Initiative in Learning, Self-Control of Feeling and Behavior, Engagement and Persistence, and Shared Use of Space and Materials. Social and Emotional Development, which includes Identity of Self in Relation to Others, Social and Emotional Understanding, Relationships and Social Interactions with Familiar Adults, Relationships and Social Interactions with Peers, and Symbolic and Sociodramatic Play. Language and Literacy Development, which includes Understanding of Language (Receptive), Responsiveness to Language, Communication and Use of Language (Expressive), Reciprocal Communication and Conversation, Interest in Literacy, Comprehension of Age-Appropriate text, Concepts about Print, Phonological Awareness, Letter and Word Knowledge, and Emergent Writing. Cognition, Including Math and Science, which includes Classification, Number Sense of Quantity, Number Sense of Math Operations, Measurement, Patterning, Shapes, Cause and Effect, Inquiry Through Observation and Investigation, Documentation and Communication of Inquiry, and Knowledge of the Natural World. Physical Development-Health, which includes Perceptual-Motor Skills, Gross Locomotor Movement Skills, Gross Motor Manipulative Skills, Safety, Personal Care Routines: Hygiene, Active Physical

Play, Nutrition. History-Social Studies, which includes, Sense of Time, Sense of Place, Ecology, Conflict Negotiation, and Responsible Conduct as a Group Member. Visual and Performing Arts, which includes, Visual Art, Music, Drama, and Dance.

The DRDP observation tools are replacing monthly anecdotal records. In order to rate their students, teachers are required, as per the education department, to have 2 observations completed in each category and sub-category. Providing the necessary documentation generated by the DRDP observation will meet the required documentation of anecdotal records. These will be completed and handed in quarterly prior to any evaluations/ratings of students.

In addition, a replacement evaluation for the Brigance Screening has been introduced to our program with the DAYC-2. With the DAYC-2, teachers will be able to more accurately assess students in the developmental areas of, Cognitive, Adaptive Behavior, Communication, which consists of expressive and receptive language, Social and Emotional, and Physical, which consists of fine motor and gross motor evaluations. By assessing these domains, students that are falling below average and that are in need of service will have more accurate information to help providers determine any additional strategies to help them grow developmentally.

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 35 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 and school aged children. This program year again, the Jewish Community Center also donated 114 gifts for our pre-k children and an extra 85 presents for their siblings. Our partnership with the JCC community will 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. A Green Valle parent reached out and generously donated presents for our school aged children. every child enrolled in our center received 3 presents each for the holidays. 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 2020-2021 program year, our family service department will be shifting into virtual parent meetings to comply with state and county guidelines of social distancing. Due to COVID-19 pandemic our center shut down mid- school year. Family support services continued as family workers constantly reached out to families via phone calls and or messages. Several referrals were made to local food pantries, food baskets donated by community agencies were home delivered to all families in need, cash money and or gift cards were also distributed among our neediest families. Our center CACFP food distribution operated during the quarantine period. Twice a week all enrolled children were distributed with nutritious pack and go meals enough to cover their weekly breakfast, lunch,

Our program ensures that all children have current and updated vaccinations; preventative well checks annually and regular dental exams. We offer all parents that do not 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 their child may need. Our objective is to increase access and identify dental needs in our Head Start program. To provide that service we partner with Glen Cove Hospital, Comfort Dental, and volunteers from Give kids a Smile and 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 depending upon 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 how to 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 which is an annual event that provides educational information in addition to free child dental 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 aid 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 My Plate also known as 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 balanced 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. We continue as a BFREE center (Breast Feeding Friendly Environment). The Glen Cove Child Day Care Center, Inc. continues to instill a Healthy Hearts Program for the 2019-2020 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 2019-20 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, and Yoga lessons. Due to Pandemic, The Fun Bus visit, 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 were cancelled. 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. Due to the COVID-19 Pandemic the county was on lock down. Making sure that the children continued having well balanced and healthy meals was a priority. CACFP allowed centers to continue to provide grab & go meals. Glen Cove Child Day Care Center provided breakfast, Lunch and Snack for the children during this time. Families picked up meals at the center. During pick up families were also provided with informative updates regarding the pandemic and how to minimize the spread of germs. Currently exploring new ways to continue Healthy Heart goals virtually.

The agency's revenue received for fiscal year August 1, 2019 through July 31, 2020 totaled \$2,469 million. This included a Federal approved grant award of \$1.509 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 received above at 20% totaling \$377,145. The agency did not meet this requirement due to the agency closer that resulted from the COVID 19 pandemic. The non-federal share match was short by \$97,178 resulting from the agency closer in the middle of March 2020 to July 5, 2020, in accordance with State and Local Health Officials, in order to meet the health guidelines to minimize the spread of COVID 19. The agency has requested from the US Department of Health and Human Services, Administration for Children and Families, for a waiver for this portion of the Non-federal share shortfall in accordance with section 640b)(1) of the Head Start Act due to the lack of a portion of resources within the community due to the pandemic. The revenue also included reimbursement received of \$404,833 from Nassau County Department of Social Services for subsidized Day Care, \$133.847 of Parent fees, unrestricted revenue of \$32,974 from fund raising events and donations received. The agency also received funds of \$121,602 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 of \$7,000 from the City of Glen Cove Community Development Agency (CDA) to provide a Healthy Hearts program for the children we serviced to address obesity. 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 \$2,812 million. Of this total, \$1,788,545 represent the Federal and Non-Federal share of expenditures to provide Head Start Services to eligible children and families. This includes the non-federal of expenditures totaling \$279,968. The Head Start expenditures (Federal and Non-Federal Share represent 63.60% of the total agency expenditures. Also included in the total agency expenditures were a) \$898,647 for the Child Care Program or 31.95% of the total, \$121,602 for the Adult and Children Food program or 4.32% of the total, and \$3,511 for the CDA program or .001%.

Primary expenditures totaled \$2,166,174 which represents 87.73% of the total revenue received and 77.02% of total expenditures. Such expenditures 1) Salaries and Fringe Benefit costs totaling \$2,013,230 which represent 71.58% of total expenditures, 2) Repairs & Maintenance and Facility Cleaning Service costs totaled \$62,810 which represent 2.23%, 3) Transportation expenditures associated with transporting children to and from the agency facility at \$90,224 or 3.21%.

The remaining expenditures totaled \$646,131 or 26.17% of total revenue and 22.98% of total expenditures that were incurred for providing children education materials, supplies, insurance, parent activities, subscription dues/advertising, lease equipment, consulting services, unrestricted events and staff training. Included in the \$646,131 were \$279,968 in the value of in-kind services to support the Head Start program to meet the 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 15.65% which is below the minimum requirement of 20% due to the COVID 19 pandemic as mentioned earlier.

The administrative costs to operate the Head Start program totaled \$236,218 or 13.21% of the Head Start project costs of \$1,788,545 (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, 2018 through July 31, 2019 did not have any audit findings. The next independent certified audit for the period ended July 31, 2020 is anticipated to be conducted in late spring of 2020.

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. The Federal Review began in April 2020 that included a review of the Program Design and Management, Education and Child Development Program Services, Health Program Services, Family and Community Engagement Services, Eligibility, Recruitment, Selection, Enrollment, and Attendance as well as the Fiscal Infrastructure of the agency. This review concluded that there were no findings. 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, 2019 THROUGH JULY 31, 2020**

Revenue:	All	% of	Head	% Of	Day	% Of		% Of	
	Programs	Total	Start	Total	Care	Total	CACFP	Total	CDA
U.S. DHHS - Head Start	1,508,577	61.10%	1,508,577	84.35%					
U.S. DHHS - Head Start In-Kind	279,968	11.34%	279,968	15.65%					
Nassau County Day Care Reimb.	404,833	16.40%			404,833	73.33%			
Parent Fee	113,847	4.61%			113,847	20.62%			
Child & Audit Care Food Program	121,602	4.92%					121,602	100%	
CDA -City of Glen Cove	7,000	0.28%							7,000
Unrestricted Revenue	32,974	1.34%			32,974	5.97%			
Interest Income	395	0.02%			395	0.07%			
Total Revenue	2,469,196	100%	1,788,545	100%	552,049	100%	121,602	100%	7,000

EXPENDITURES:

Salaries	1,626,903	57.85%	1,022,152	57.15%	572,332	63.69%	32,419	26.66%	0.00
Fringe Benefits	386,237	13.73%	221,021	12.36%	160,113	17.82%	5,103	4.20%	0.00
Consultants	13,017	0.46%	11,700	0.65%	1,317	0.15%	0.00	0.00%	0.00
Repairs & Maintenance	46,356	1.65%	28,170	1.58%	18,186	2.02%	0.00	0.00%	0.00
Facility Cleaning Service	16,454	0.59%	6,758	0.38%	9,696	1.08%	0.00	0.00%	0.00
Bus Transportation Services	90,224	3.21%	53,547	2.99%	36,677	4.08%	0.00	0.00%	0.00
Supplies	55,456	1.97%	40,756	2.28%	13,103	1.46%	0.00	0.00%	1,597

Postage	3,050	0.11%	1,415	0.08%	1,635	0.18%	0.00	0.00%	0.00
Utilities	56,156	2.00%	35,096	1.96%	21,060	2.34%	0.00	0.00%	0.00
Food Costs	84,449	3.00%	168	0.01%	169	0.02%	84,080	69.14%	32.00
Insurance	34,728	1.23%	19,855	1.11%	14,873	1.66%	0.00	0.00%	0.00
Training	21,004	0.75%	20,490	1.15%	514	0.06%	0.00	0.00%	0.00
Children Field Trips	474	0.02%	474	0.03%	0	0.00%	0.00	0.00%	0.00
Children Activities	2,042	0.07%	83	0.00%	77	0.01%	0.00	0.00%	1,882
Children Screenings	1,000	0.04%	552	0.03%	448	0.05%	0.00	0.00%	0.00
Lease Equipment	12,585	0.45%	7,108	0.40%	5,477	0.61%	0.00	0.00%	0.00
Unrestricted Events	14,917	0.53%	0.00	0.00%	14,917	1.66%	0.00	0.00%	0.00
Other	67,285	2.39%	39,232	2.19%	28,053	3.12%	0.00	0.00%	0.00
HHS-Head Start In-Kind Services	279,968	9.96%	279,968	15.65%	0.00	0.00%	0.00	0.00%	0.00
Total Expenditures	2,812,305	100%	1,788,545	100%	898,647	100%	121,602	100%	3,511

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ANNUAL FINANCIAL REPORT (UNAUDITED)
AUGUST 1, 2019 THROUGH JULY 31, 2020
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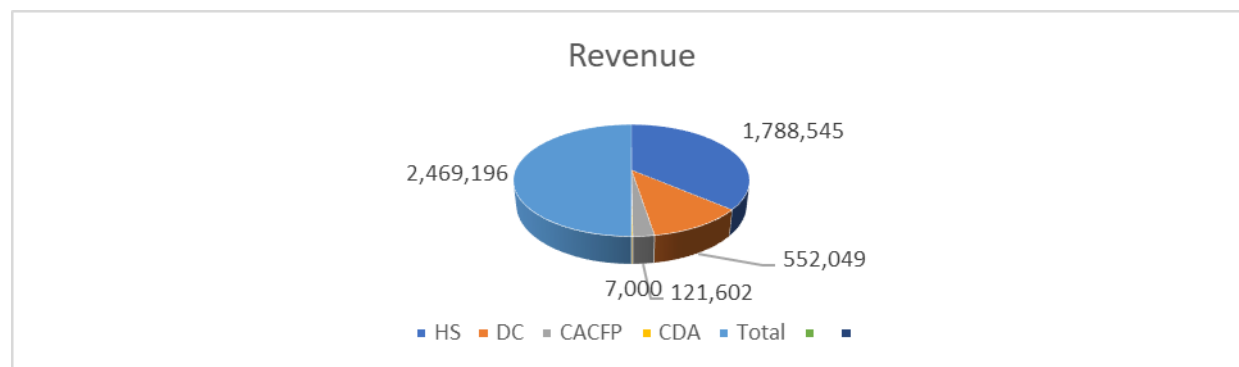
OTHER BUDGET CATEGORY BREAD DOWN

Category	All Programs	%	Head Start	%	Day Care	%
Employee Background Check	150	0.22%	100	0.25%	50	-5.66%
Payroll Service	20,066	29.82%	11,450	29.11%	8,616	30.82%
Time Clock Expense	3,149	4.68%	1,797	4.57%	1,352	4.84%
Audit	21,065	31.31%	11,889	30.23%	9,176	32.83%
NYS Annual Charitable Reg. Fee	225	0.33%	125	0.32%	100	0.36%
Bank Charges	170	0.25%	0.00	0.00%	170	0.61%
Parent Activities	528	0.78%	528	1.34%	0.00	0.00%
Fatherhood Activities	385	0.57%	385	0.98%	0.00	0.00%
Dues, Subscriptions	735	1.09%	597	1.52%	138	0.49%
Computer Maintenance	7,952	11.82%	4,302	10.94%	3,650	13.06%

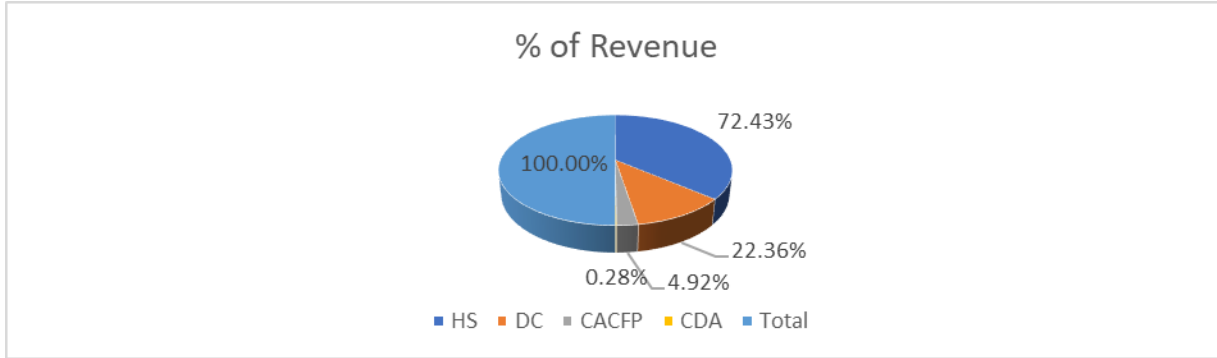
Local Travel	640	0.95%	307	0.78%	333	1.19%
Employer Pension Plan Fees	1,250	1.86%	706	1.79%	544	1.95%
Advertising	1,145	1.70%	639	1.62%	506	1.81%
Software Subscriptions	8,757	13.01%	5,379	13.68%	3,378	12.08%
Printing/Copying	165	0.25%	165	0.42%	0	0.00%
Bottled Water	1,742	2.59%	919	2.34%	823	2.94%
Miscellaneous	(839)	-1.25%	44	0.11%	-883	-3.16%
Total Other	67,285	100%	39,332	100%	27,953	94%

**Glen Cove Child Day Care Center, Inc
August 1, 2019 through July 31, 2020
Annual Financial Report (Unaudited)
Continued**

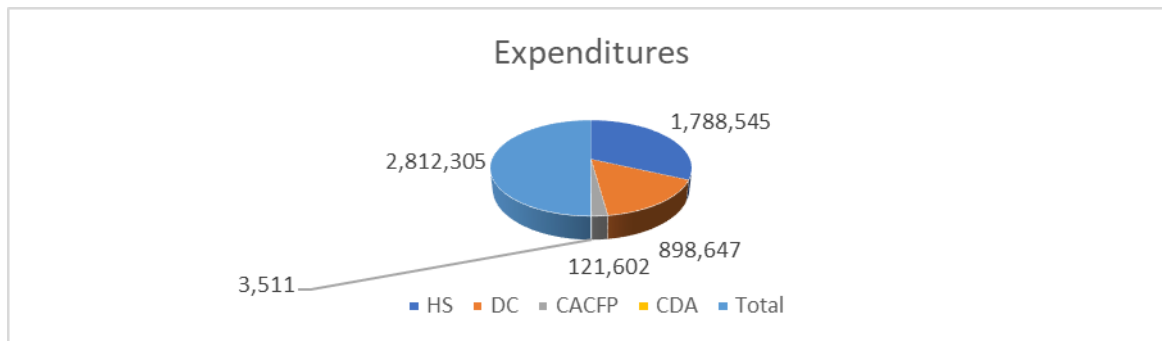
	HS	DC	CACFP	CDA	Total
Revenue	1,788,545	552,049	121,602	7,000	2,469,196



	HS	DC	CACFP	CDA	Total
% of Revenue	72.43%	22.36%	4.92%	.0029%	100.00%



	HS	DC	CACFP	CDA	Total
Expenditures	1,788,545	898,647	121,602	3,511	2,812,305



	HS	DC	CACFP	CDA	Total
% of Total Expenditures	63.60%	31.95%	4.32%	0.12%	100.00%

