



The Children's Community  
Head Start & Early Head Start

## Annual Report: 2012 - 2013

**CLOSING THE ACHIEVEMENT GAP  
CELEBRATING 30 YEARS OF DEDICATION**

*“Opportunity is who we are.*

*And the defining project of our generation is to restore that promise.”*

*President Barack Obama*

*State of the Union Address, 2014*



From our small, preschool program in a church basement in 1984, through our expansion to provide infant and toddler programs and to offer both center-based and home-based options in 2010, the hallmark of the CPC Children's Community Head Start has been its steady focus on one goal: closing the achievement gap while offering our children and families a chance to succeed.

Opportunity is who we are. Our program design and management team and our teaching, health, mental health, nutrition, family services and home visitor staff are focused on ensuring that every child and family we serve has a greater opportunity to succeed.

While our methods range from “tried and true” to innovative, data-driven program management and continuous reflection on our education and family engagement practices, in the end it is the quality of the one-to-one relationship with each child,

parent, or guardian that we believe can make all the difference. As Director of Community Program Centers of L.I. (CPC), I am privileged to see their hard work and dedication. I am especially proud of the management team and staff who have demonstrated their willingness to try to offer the best program possible since we share President Obama's conviction that “Opportunity is who we are. And the defining project of our generation is to restore that promise” to all children and all families. For 30 years this has been our mission and our promise. However, our 30<sup>th</sup> Year was also one of significant difficulty and challenge for both our program and the children and families we



served. Faced with federal sequestration cuts to our budget we had to reduce the number of children and families we could serve; and this inevitably reduced the number of staff. We did this in the way that we believed would have the least negative impact by finishing out the school year and initiating reductions during the summer months. We worked to help families access other summer programs and forms of support; some staff even offered to take a week without pay. Results of the newly implemented CLASS evaluation during our federal audit required that our program re-compete for grant funding. We took the opportunity to develop an even stronger and more comprehensive birth to five program and we submitted a robust grant application in October, 2013. Based on our 30 year history we look optimistically toward our future.

Elizabeth A. Geary, M.Ed., LMSW  
Director of CPC



## Early Head Start: Helping Parents Move Towards Self-sufficiency

In the Fall of 2012, a young pregnant woman, Penelope, and her toddler were accepted into our Early Head Start home-based program. At the time, Penelope was living with her husband and young toddler in a house with fifteen other people. Each family was assigned one room and all shared a bathroom. The father worked an intermittent work schedule while Penelope was home caring for their toddler. The house was not only overcrowded but was a source of ongoing violence and aggression between the inhabitants. Penelope was aware that this environment was not the ideal place to raise her toddler and expected newborn; however, she lacked the support, resources, and confidence in taking a step toward change. When Early Head Start's home visitor started working with her, Penelope had very little knowledge of how to care for a young toddler; however, she always showed an eagerness to learn. One of the greatest lessons she learned through her home visiting sessions and socialization experience was how positive parent interactions (a simple hug, kiss, or words of praise) can help boost a child's self-esteem. She knew her home environment was not ideal but never thought about the long lasting negative impact it could have on her children's social/emotional development and on their later learning and development. Penelope became an active parent in our program, attended all trainings, family events, and was elected to Policy Council. Penelope has been able to move out of her unhealthy living situation and both children now attend Port Jefferson's center-based program. She is eager to continue to learn new parenting strategies and has even set a goal for herself – to return to school and possibly become a teacher. When Penelope was asked how the program has helped her and her family she responded, "The program helped me to learn how to love my babies, conquer depression, and become independent."



### ENROLLMENT INFORMATION

(All Information based on Program Information Reports submitted August 2013)

	Head Start	Early Head Start
<b>Enrollment &amp; Diversity</b>	190	107
<b>Enrollment by Race</b>		
White	82%	79%
BiRacial/Multi-Racial	11%	7%
Asian	2%	1%
African American	5%	14%
<b>Enrollment by Ethnicity</b>		
Non Hispanic or Non-Latino Origin	48%	52%
Hispanic or Latino Origin	52%	48%
<b>Enrollment by Language Spoken at Home</b>		
English	69%	65%
Spanish	29%	33%
Middle Eastern/South Asian	2%	2%
<b>Other Statistics</b>		
Children with a Diagnosed Disability with an IEP or IFSP	15%	11%
Pregnant women Enrolled	n/a	22%
EHS Children Enrolled under Age 1	n/a	25%
EHS Children Enrolled at Age 1	n/a	36%
HS Children Enrolled at Age 2	n/a	39%
HS Children Enrolled at Age 3	45%	-
HS Children Enrolled at Age 4	55%	-
Referrals to Mental Health Consultants and/or Organizations	13%	2%
Families in Partnership Agreements	92%	94%
Fatherhood Initiative Participation	22%	12%
Teachers with Degrees in Early Childhood Education	100%	63%
Assistant Teachers with CDA Credential or Associate's Degree	92%	-
Home Visitors with AA,BA or MA Degrees	n/a	80%
Average Monthly Enrollment	100%	100%
Children with Completed Physical Exams	95%	100%
Children with Completed Dental Exams	96%	100%
Percentage of Income Eligible Children Served by HS and EHS	27.6%	



**Revenue and Expenses**  
Head Start (HS) and Early Head Start (EHS)

Revenue Report		
	12/1/12-11/30/13	12/1/13-11/30/14
	Actual	Budget
	Total HS/EHS	Total HS/EHS
Revenue Source	Grant 02CH0245/30	Grant 02CH0245/31 & 02CH3063/01
Federal Grant	\$ 2,695,898	\$ 2,896,690
Children & Adult Care Food Program	\$ 163,021	\$ 163,644
Universal Pre-Kindergarten Contracts	\$ 77,510	\$ 76,000
Community Café Grant	\$ 197	\$ 766
<b>Total</b>	<b>\$ 2,936,626</b>	<b>\$ 3,137,100</b>
	HS/EHS: Donated in kind goods and services resulting in cost savings to the programs of \$447,359 HS and \$243,190 EHS = \$690,549	HS/EHS: Projected donated in kind goods and services = \$436,523 HS and \$287,650 EHS = \$724,173.

Expenses Report		
	12/1/12-11/30/13	12/1/13-11/30/14
	Actual	Budget
	Total HS/EHS	Total HS/EHS
Expenses Report	Grant 02CH0245/30	Grant 02CH0245/31 & 02CH3063/01
Salaries and Benefits	\$ 1,649,861	\$ 1,815,283
Administration	\$ 487,614	\$ 491,778
Food	\$ 158,251	\$ 194,170
Other	\$ 157,609	\$ 152,298
Bond Interest	\$ 171,947	\$ 191,480
Building Repair	\$ 85,280	\$ 82,366
Contractors	\$ 71,355	\$ 50,238
Supplies	\$ 37,498	\$ 39,300
Fuel/Utilities	\$ 52,917	\$ 73,553
Training	\$ 49,288	\$ 46,633
Equipment	\$ 15,006	\$ -
<b>Total</b>	<b>\$ 2,936,626</b>	<b>\$ 3,137,100</b>

Other expenses include advertising, recruitment, insurance, travel, amortization, and miscellaneous expenses.

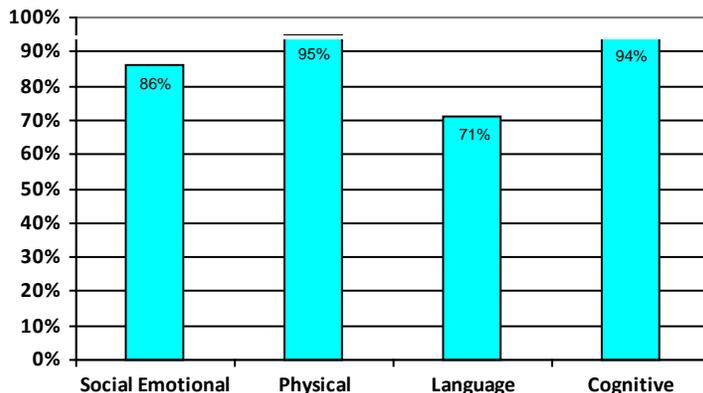


**Transitioning Children Meet Developmental Milestones**

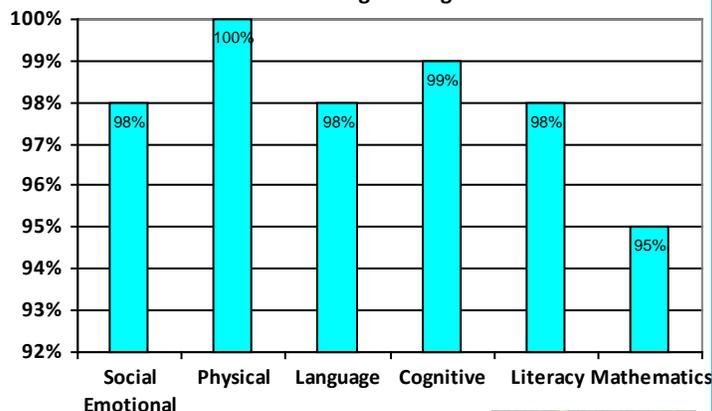
*"I never teach my pupils, I only provide the conditions in which they can learn"*

*Albert Einstein*

Transitioning EHS Children



Children Entering Kindergarten



The Children's Community Head Start and Early Head Start programs are committed to providing an environment that allows children to make choices, explore, nurture their curiosity, and develop the desire to learn. We follow structured routines but also provide children's time to play and think on their own. Children's progress is tracked and measured using the Teaching Strategies GOLD assessment system, which allows teachers to determine individualized plans for the success of every child, across all developmental domains.



**COMMUNITY PROGRAM CENTERS OF LONG ISLAND, INC.**

STATEMENT OF FINANCIAL POSITION			STATEMENT OF ACTIVITIES		
As of December 31, 2013 and 2012			For the years ended December 31, 2013 and 2012		
ASSETS	2013	2012	REVENUES AND OTHER SUPPORT	2013	2012
Total current assets	\$ 974,804	\$ 885,306	Fees from govt. agencies and third parties	\$ 4,961,319	\$ 5,190,208
Total non-current assets	\$ 2,744,388	\$ 2,832,122	Contributions & other income	\$ 78,167	\$ 78,134
<b>Total assets</b>	<b>\$ 3,719,192</b>	<b>\$ 3,717,428</b>	<b>Total revenues and other support</b>	<b>\$ 5,039,486</b>	<b>\$ 5,268,342</b>
LIABILITIES AND NET ASSETS (DEFICIT)			EXPENSES		
Total current liabilities	\$ 545,990	\$ 521,379	Head Start	\$ 2,913,568	\$ 3,099,828
Total non-current liabilities	\$ 3,163,841	\$ 3,318,010	Child care services	\$ 1,053,114	\$ 1,319,792
<b>Total Liabilities</b>	<b>\$ 3,709,831</b>	<b>\$ 3,839,389</b>	Adult day services	\$ 730,893	\$ 665,241
Net deficit - unrestricted	\$ 9,361	\$ (121,961)	Management and general	\$ 210,589	\$ 175,179
<b>Total liabilities and net assets (deficit)</b>	<b>\$ 3,719,192</b>	<b>\$ 3,717,428</b>	<b>Total expenses</b>	<b>\$ 4,908,164</b>	<b>\$ 5,260,040</b>
			Change in net assets	\$ 131,322	\$ 8,302
Audited Financials by Grant Thornto LLP; no findings reported			Net deficit - unrestricted, beginning of year	\$ (121,961)	\$ (130,263)
			Net deficit - unrestricted, end of year	\$ 9,361	\$ (121,961)





**Federal Review**

From 4/22/2012 to 4/27/2012, the Administration for Children and Families conducted an on-site monitoring review of CPC’s Head Start and Early Head Start program. Areas of strength included the EHS collaboration with HELP Suffolk to serve homeless children and families. Areas noted as out of compliance concerned the absence of specific votes by the Board on issues where a vote, not only a review, was required. It was further noted that the agency was late in completing criminal background checks on two employees. A follow up review in January 2013 confirmed that all areas of non-compliance were corrected. During the review week CPC’s Head Start classrooms were observed using the Classroom Assessment Scoring System (CLASS). As a result of this observation, CPC will recompute for grant funds for the 2014 – 2015 year.

**Audit Report Findings**

The audit performed by Grant Thornton, Certified Public Accountants, for the period ending December 31, 2012 was found to meet federal audit requirements. The Office of the Inspector General indicated Audit Finding and Recommendation No. 009926100: Net Assets Deficit-Unrestricted. CPC’s response indicated that since 2007 the agency has taken steps to diversify revenue streams and now operates with a surplus and has significantly reduced the net asset deficit that it closely monitors. The final decision of the Regional Program Manager, Office of Head Start, Region II, is that this finding is resolved.



**The Children’s Community  
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Visit us online: [www.childrenscommunityHS.org](http://www.childrenscommunityHS.org)  
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**2012-2013**

Board of Directors President – Thomas C. Lowenberg, CPA  
Policy Council Chair – Melissa Argano

**Our Management Team:**

- Elizabeth A. Geary, Director of CPC
- Denice Karotseris, Director of Head Start/Early Head Start
- Christine Beatty, Assistant Director/Education Manager
- Melanie Melendez, CPC/HS Fiscal Manager
- Ed Uy, EHS Fiscal Manager
- Mary Ellen Butcher, Family Development & Involvement Manager
- Donna Callan, Family Development & Involvement Manager
- Linda Delpesce, Registered Nurse
- Kerry Hosek, Home Based Manager
- Eileen Grennan, Administrative Services Manager
- Helen Johnson, Health and Nutrition Manager
- Marybeth Lafferty, Family Services Specialist
- Krista Galante-Meyer, Disabilities/Mental Health Supervisor
- Deborah Sweet, Education/Disabilities Manager

**About our Head Start Program:**

The Children’s Community Head Start/Early Head Start is a program of the Community Program Centers of Long Island, Inc. (CPC), a 501 (c) (3), not-for-profit organization. CPC is an affiliate program of United Cerebral Palsy Association of Greater Suffolk, Inc.

