

North Texas Parent and Child
Development Inc.

Early Head Start



Annual Report 2012—2013

Letter from the Director

Dear Friends of North Texas Parent and Child Development, Inc. (Early Head Start).

I am excited to present to you the 2012-2013 Annual Report of North Texas Parent and Child Development, Inc.

The report summarizes the highlights from Fiscal Year 2012-2013. Although we cannot predict the future, we are confident our organization will continue to be committed to promoting and supporting children to enhance their physical, social, emotional and cognitive development while assisting parents in developing strategies to progress toward economic self-sufficiency.

The importance of our mission is to provide quality and comprehensive services to pregnant women, infants and toddlers. Teaming with other agencies enables us to help each child and family achieve social competency. North Texas Parent and Child Development Inc., (Early Head Start) recognizes that parents are the primary influence in the child's life and encourages parents to participate in every aspect of the program.

/ Facilities

It is the purpose of North Texas Parent and Child Development, Inc. (Early Head Start) to provide the best quality serve so that each child may work towards his/her full potential. North Texas Parent and Child Development, Inc. prepares children for the transition to pre-school, by giving them the tools needed to be school ready.

We are confident that with the continued good efforts of the children and the cooperation of parents and the dedication of teachers and staff our results will continue to benefit children and their families.

I would like to take this opportunity to thank our Board, Policy Council, Parents, Staff, Volunteers and Community partners for their support throughout the year.

We look forward to the year ahead.

Gwen Harris

Early Head Start Director



Fuller Location

500 Flood St.

Wichita Falls, Texas, 76301

940-687-0885



Burkburnett Location

109 Kramer

Burkburnett, Texas, 76354

940-569-1411 Ext. 4



Wakeman Location

1201 E. Scott St.
Wichita Falls, Texas, 76301
940-766-2245

/ Mission Statement

North Texas Parent and Child Development, Inc. Early Head Start is dedicated to providing quality, comprehensive services to pregnant women, infants, and toddlers. Teaming with other agencies enables us to help each child and family achieve social competency. Early Head Start recognizes that parents are the primary influence in the child's life, and promotes them to participate in every aspect of the program.

Facts about Early Head Start

- We served 92 families
- 64 of the families we serve are in our centered based program
- 28 families are in our home based program
- 4 are pregnant women

Board Members of 2012-2013

| | |
|-----------------------|----------------|
| Jim McIntyre | President |
| Jeanne Wakeman | Vice President |
| Dr. Lois Fullerton | Secretary |
| Larry Nash | Treasurer |
| Betty Harvey | |
| Vakeisah Johnson | |
| Lonzell Lewis | |
| Kay Perkins | |
| James Rasmussen | |
| Michael Smith | |
| Rosalind Strickland | |
| Julia Vasquez | |
| Mindy Velasquez | |
| Dorothy Roberts-Burns | |

/School Readiness

The Head Start Approach to School Readiness means that children are ready for school, families are ready to support their children's learning, and schools are ready for children. We choose to work on these goals for this year because we felt the parents would be able to achieve these goals and our teachers would be able to implement them in the classroom as well.

1. Social-Emotional-Child will form relationships with consistent caregivers.
2. Cognitive and General Knowledge-Child will learn to group people and objects based on their attributes.
3. Physical Development and Health-Child will have access to care from a primary health provider, regardless of economic status and geographic location.
4. Approaches to Learning-Child will explore music through singing, dancing, listening to, and creating music.
5. Language and Literacy-The child will comprehend the message of another's communication.

Our staff, along with parents, review the child's health and nutrition history and complete developmental and behavioral screenings. As of this program year, we chose to use the Ages and Stages Questionnaire, so we would have more input from the family. The screenings are done within the first 45 days of enrollment.



Health

The Early Head Start Program continues to ensure that families have continuous, ongoing access to primary health care and related services to include dental exams. We try to achieve 100% with both physical and dental exams. We work with families that may need resources with Texas Department of Family Services, so they are not denied health services.



/Parent Involvement



The Early Head Start program is base upon a strong belief and recognition that parents are the primary educators of their children. Our program is designed to work with families to ensure that the developmental need of each child is met. Our program strives to meet the needs of all families by determining what each family's needs and desires are through open conversations.

Fatherhood Initiative



Through the Fatherhood Initiative program, fathers play a critical role in the health and well being of the pregnant women and their child(ren). We believe that it is important to educate dads about pregnancy , child birth, child development, and parenting. Our program offers the Fatherhood Initiative to dads, uncles, grandfathers or the father figure in the child's life. Our program is called "Men's Night Out." Activities are scheduled at times when fathers are not working. The male role models in our program are provided a quarterly training event with other community agencies and mentors to encourage and strengthen our "fathers." We continually let our dads know that they are welcomed at all times and that we appreciate their efforts.



Policy Council and Parent Committee

During intake our program continues to provide each family with information on parent involvement and services on Policy Council and Parent Committee. The services provided by these committees play critical roles in Early Head Start. The committees are a part of the program actions for policies and procedures, the program curriculum, school readiness through transition and other program performance.

Family Partnership Agreement

Each year our Social Service/Parent Involvement Manager works with families to complete a Family Partnership Agreement. We complete Family Partnership Agreements for every pregnant woman, infant, toddler, and their family enrolled in the program. In addition, Early Head Start engages in a process of collaborative partnership building with parents to establish mutual trust and to identify family goals, strengths, and necessary services and supports.

Statement of Revenue and Expenses

For the period 12/01/12 to 11/30/13

| Revenue | Totals Org |
|-------------------------------|---------------------|
| Federal Grant Income-EHS | 1,053,903.75 |
| Federal Grant Income-USDA | 61,470.72 |
| Contributions and Donations | 924.09 |
| Principle Mortgage Loan Pmt | 19,574.37 |
| In-Kind Revenue | 221,705.23 |
| Total Revenue | 1,357,578.16 |
| Expenses | |
| Staff Salaries | 701,918.06 |
| Fringe Benefits-FICA | 53,039.59 |
| Fringe Benefits-SUTA | 7,652.65 |
| Fringe Benefits-Workers' Comp | 4,788.70 |
| Fringe Benefits-Retirement | 1,571.46 |
| Fringe Benefits-Health Now MD | 3,360.00 |
| Prof Services-Accounting | 53,316.70 |
| Prof Services-Audit | 10,300.00 |
| Prof Services-Employee Test | 786.56 |
| Prof Services-Mental Health | 3,126.00 |
| Prof Services-Transportation | 142.46 |
| Staff Travel-In-Region | 1,114.78 |
| Depreciation Expense | 47,113.08 |
| Office Supplies | 13,402.34 |

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|--------------------------------|-----------|
| Child and Family Svcs Supplies | 21,143.08 |
| Food Service Supplies | 45,598.35 |
| Janitorial Supplies | 2,413.41 |
| Contractual-Nutrition Svcs | 6,600.00 |
| Contractual-Child Services | 253.00 |
| Contractual-Janitorial Svcs | 1,191.24 |
| Contractual-Health Advisory | 257.42 |
| TTA-Policy Council/Board Trng | 2,918.48 |
| TTA-Teachers Trng | 4,737.49 |
| Space Rental | 300.00 |
| Telephone/Other Communications | 10,887.80 |
| Insurance & Bonding | 2,864.00 |
| Printing, Publications | 3,104.28 |
| Advertising | 76.01 |
| TTA-Staff Development | 24,688.61 |
| Postage, Freight | 1,667.91 |
| Building & Maintenance | 23,762.38 |
| Vehicle Maintenance/Fuel | 5,778.84 |
| Utilities | 27,353.76 |
| Parental Fund | 1,687.35 |
| Insurance-Child | 667.48 |
| Computer Repair/Maint | 12,760.11 |
| Building Insurance | 17,201.00 |
| Promotional Materials | 132.16 |
| Fatherhood Initiative Expenses | 444.30 |
| Health Advisory Comm Expense | 342.92 |
| Mortgage Payments | 31,676.40 |
| Miscellaneous Expense | 247.40 |

Statement of Revenue and Expenses Cont.

For the period 12/01/12 to 11/30/13

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|----------------------------------|-----------|
| In-Kind-Fiscal Agent Fee | 61.08 |
| In-Kind-Audit Cost | 3,657.96 |
| In-Kind-Employee Test | 642.50 |
| In-Kind-ProfSvcs/MentalHealth | 2,343.71 |
| In-Kind-Travel | 733.24 |
| In-Kind-Parent Travel | 871.58 |
| In-Kind-Board Travel | 361.69 |
| In-Kind-Office Supplies | 11,295.85 |
| In-Kind-Child/FamlySvcSupply | 3,042.02 |
| In-Kind-Food Svc Supplies | 1,117.11 |
| In-Kind-Janitorial Supplies | 2,141.04 |
| In-Kind-Office Equipment | 2,700.00 |
| In-Kind-Nutritional Svcs | 1,630.00 |
| In-Kind-Volunteers | 35,831.85 |
| In-Kind-Contract ProgrmSvcs | 1,585.31 |
| In-Kind-Janitorial Svcs | 9,435.29 |
| In-Kind-Health Advisory | 1,718.26 |
| In-Kind-Volunteer Parents | 44,666.61 |
| In-Kind-Volunteer Board | 10,488.00 |
| In-Kind-VolunteerPolicyCouncil | 3,438.00 |
| In-Kind-TTAPolicyCounl/BoardTrng | 1,365.00 |
| In-Kind-TTA Teachers Trng | 130.00 |

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| In-Kind-Space Rental | 12,618.00 |
| In-Kind-Advertising | 26.00 |
| In-Kind-Staff Development | 2,600.00 |
| In-Kind-Bldg Maintenance | 20,656.05 |
| In-Kind-Vehicle Maintenance | 8,540.00 |
| In-Kind-Utilities | 2,919.96 |
| In-Kind-Parent Activity Fund | 218.76 |
| In-Kind-Insurance | 144.00 |
| In-Kind-Software/Devlpmnt | 742.50 |
| In-Kind-Parent Home Usage | 33,878.86 |
| In-Kind-Fatherhood Initiative | 105.00 |
| Miscellaneous | 50.10 |
| Total Expenses | 1,384,942.88 |
| Excess (Deficiency) of Revenue over Expenditures | (27,364.72) |

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