

Annual Report

Parent/Child Incorporated
of San Antonio & Bexar County



Dr. Sharon Small
Chief Executive Officer/HS/EHS Director
MEd, MA, PhD



"Growing San Antonio's Tomorrow...Today!"



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ABOUT US



Target Oriented



Parent/Child Incorporated, most often referred to as PCI, is a non-profit organization with the focus on the whole child, the whole family and the whole community. PCI offers several options for children that include, Early Head Start, Head Start, Early Head Start/Childcare Partnership and in the Licensed Child Day Care Homes program. PCI's extensive CACFP program, serve Early Head Start, Head Start, and unaffiliated child-care centers. We're very proud of the many programs we offer to our children and families in San Antonio and Bexar County.

MISSION



PRESCHOOL

The mission of Parent/Child Incorporated is to provide high-quality early childhood developmental and educational services in order to empower our children and their families, to become responsible citizens who value education and community.

Vision

Our vision is to provide the best quality child development program for all eligible children using the Head Start /Early Head Start Model which enables families, children, and staff to be empowered by creating a caring, safe and healthy environment that encourages learning and wellness.





CEO MESSAGE

Dr. Sharon Small
Chief Executive Officer/HS/EHS Director
MEd, MA, PhD



CEO MESSAGE

Greetings and welcome to Parent/Child Incorporated's (PCI) Annual Report to the Public, where we strive to build meaningful connections for our children, families, staff, and community. As the Chief Executive Officer of Parent/Child Incorporated, I am honored to present our 17th Annual Report to the Public. This year is particularly special as we celebrate the 45th Year Anniversary of our agency. Since our inception, we have remained committed to our mission of providing quality early childhood developmental services and education to our children and families. Our focus on this mission has been the driving force behind our success.

As we navigate through the rapidly changing nonprofit environment, we recognize that the lingering effects of COVID-19 including enrollment, staffing and budgetary constraints are increasingly becoming the focus of discussions. Considering these challenges, we have dedicated ourselves to increasing the prominence of accountability, and we remain steadfast in our pursuit of excellence. At Parent/Child Incorporated, we firmly believe that our most asset is our dedicated staff, families, and community. We recognize that we are making a positive difference in the lives of our most vulnerable - our children. By supporting our children, we are also supporting their families, and in turn, touching the San Antonio community. Once again, it is an honor to serve as your CEO and to promote our mission of providing quality early childhood education and developmental services to our families. We remain committed to building strong connections and look forward to continuing this journey with you.

CEO MESSAGE

Head Start Grantees/Recipients must report annually to the public on progress towards program goals and the mission to provide quality education and services to all children, families, and communities PCI serves in San Antonio and Bexar County.

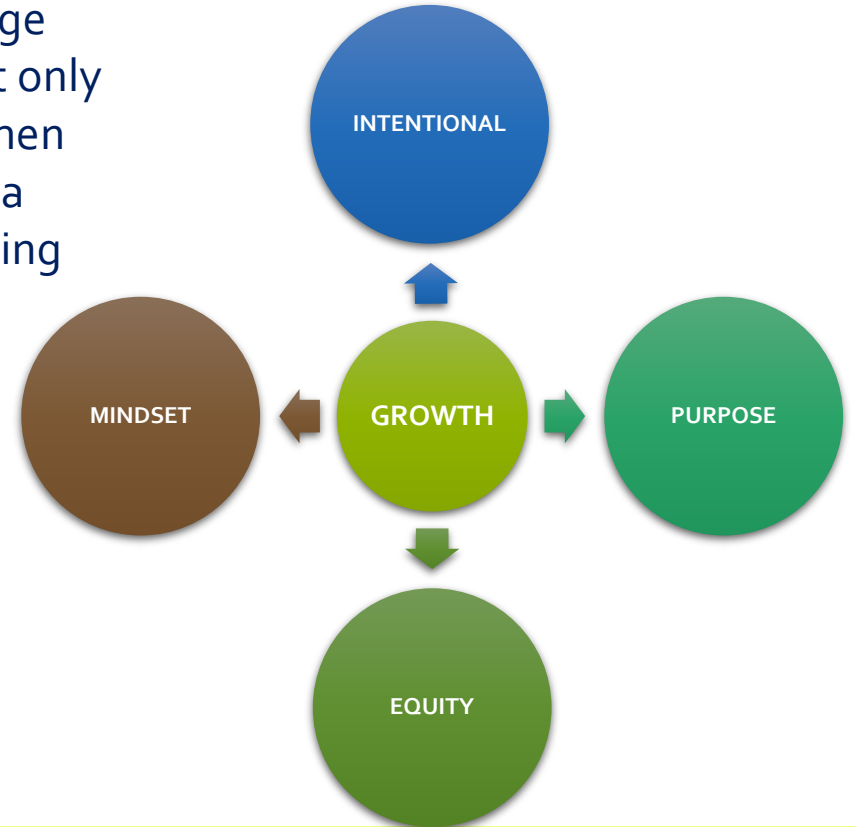
In this report, you will find information about the following:

- The total amount of public and private funds received and the amount from each source.
- An explanation of budgetary expenditures and the proposed budget for the fiscal year.
- The total number of children and families served, the average monthly enrollment, and the percentage of eligible children served.
- The results of the most recent review by the Secretary and the financial audit.
- The percentage of enrolled children who received medical and dental exams.
- Information about parent involvement activities.
- PCI's efforts to prepare children for kindergarten.
- Any other information required by the Secretary.

CEO MESSAGE



"Our theme this year focuses on our progress in purpose, equity, and intentionality. As we continue to stress the importance of knowing your purpose, it is essential to understand that it may urge you to take on challenges that will not only inspire you but also help you grow. When you are driven by a clear purpose and a growth mindset, there is hardly anything that you cannot achieve!"

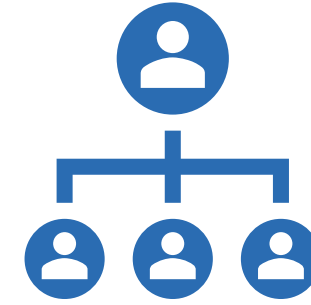


MILESTONES

Parent/Child Incorporated has achieved numerous milestones over its 45-year history. In recent years, the company has made significant progress by providing its staff with a competitive salary package that includes a 5.6% cost of living adjustment in 2023 along with a 3.0% quality bonus, totaling to 8.6%. The company has also graduated five classes of Leadership PCI, which highlights the importance of succession planning and promoting the legacy of PCI culture.

Additionally, PCI has been at the forefront of bringing STEM (Science, Technology, Engineering, and Math) education to our Head Start programs, providing children with a strong foundation in strategic thinking and problem-solving abilities. The company has plans to expand its facilities by building/purchasing four facilities on each side of its service area to serve 200 plus children in each facility.

MILESTONES

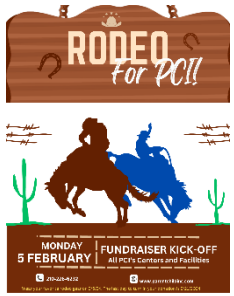


PCI's Childcare Partnerships have excelled in obtaining Texas Rising Star four-star status, and its Fiscal Department has achieved 100% compliance for the Annual Single Agency-Wide Audit. The company has implemented an automated monitoring tool into ChildPlus to aggregate all monitoring reports, further enhancing the efficiency of its operations.

PCI continues to prioritize the health and safety of its centers and facilities by implementing new measures and protocols to ensure that its staff and children are protected. With its ongoing commitment to excellence and innovation, PCI is well-positioned for continued success in the years to come.

The state of Parent/Child Incorporated is stronger than ever with stability throughout the agency! We look forward to celebrating another 45 years of... "Growing San Antonio's Tomorrow...Today!"

Memorable Moments



Rodeo for PCI



Annular Solar Eclipse



HS Chess Enrichment



Make-n-Take



Mum for Head Start Campaign



Male Initiative Turkey Donations



Literacy Fall Festival at Kiddie Park



Art Gallery



Let's Stir it Up!



Operations Health Fair



Enroll Now Campaign



Coats For Kids



PCI Broadcast News

Program Governance

Governance Group

1

PCI's Governance Group consists of the Board of Directors, the body that is legally and financially responsible for the agency; the Policy Council that is made up of parents and community members that are responsible for the direction of the Head Start and Early Head Start programs. The Chief Executive Officer/HS/EHS Director is responsible for the day-to-day operations for the Agency.

Formal Structure

2

The agency ensures a Formal Structure of Shared Governance through which parents can participate in policy making and other decisions about the program, to include membership on the policy council and the governing body. The Policy Council members are elected by their Parent Center Committees and the Policy Council elects a member from each Head Program represented to serve a one-year term on the Board of Directors.



Composition Requirements

3

The Board of Director's meets Head Start Performance Standards by meeting the composition requirements of having a licensed attorney familiar with issues that come before the governing body, members with a background and expertise in fiscal management or accounting, member with a background and expertise in early childhood education and development and a member that reflects the community to be served to include parents of children who are currently enrolled in PCI's Head Start programs.

Financial

4

The agency is financially sound in all programs and the Governance Groups are provided financial statements and audits as conducted and completed, in addition to reviewing and approving the submission of funding applications.

MEET THE BOARD OF DIRECTORS



Michael Latimer

Board President



Rafael Rodriguez

Treasurer



Ernest Mendoza

Board Member/Community

Consuelo Acosta

Board Member/Head Start
Parent Representative

Melody Martinez

Board Member/Early Head Start
Parent Representative

Bianca Garza

Board Member/EHS-Child Care
Partnership Parent Representative



ADMINISTRATION FOR
CHILDREN & FAMILIES

Office of Head Start | 4th Floor – Switzer Memorial Building, 330 C Street SW, Washington DC 20024 eclkc.ohs.acf.hhs.gov

Program Performance Summary Report

To: Authorizing Official/Board Chairperson

Mr. Michael Latimer
Parent Child Incorporated
7815 Mainland Dr
San Antonio, TX 78250 - 5150

From: Responsible HHS Official

A handwritten signature in cursive script, appearing to read "Ann L. Smith".

Date: 05/10/2021

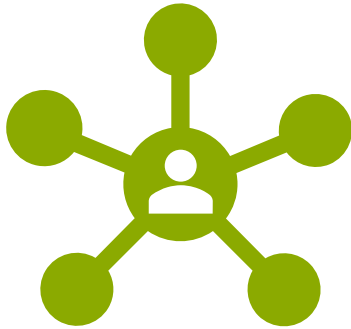
**On behalf of Dr. Bernadine Futrell
Director, Office of Head Start**

From March 15, 2021 to March 19, 2021, the Administration for Children and Families (ACF) conducted a Focus Area Two (FA2) monitoring review of the Parent Child Incorporated Head Start and Early Head Start programs. This report contains information about the grantee's performance and compliance with the requirements of the Head Start Program Performance Standards (HSPPS) or Public Law 110-134, *Improving Head Start for School Readiness Act of 2007*.

The Office of Head Start (OHS) would like to thank your governing body, policy council, parents, and staff for their engagement in the review process. Based on the information gathered during this review, we have found your program meets the requirements of all applicable HSPPS, laws, regulations, and policy requirements.

Please contact your Regional Office for guidance should you have any questions or concerns. Your Regional Office will follow up on the content of this report and can work with you to identify resources to support your program's continuous improvement.

POLICY COUNCIL



Policy Council Members

- **Niria Salas, President**
- **Vonshae Ross, Vice President**
- **Esmeralda Quintero, Secretary**
- **Melody Martinez, Treasurer**

The Policy Council is a governing body comprising parents of children enrolled in each program option. In addition, the council also includes community representatives who are recommended by the CEO and voted in by the Policy Council.

MEET THE EXECUTIVE TEAM



Debra Bedoy

Executive Assistant to the CEO



Natalie Diaz

Chief Financial Officer



Mary Doxie

Head Start/Early Head Start
Operations Coordinator



Helen Lopez

Education Coordinator

MEET THE EXECUTIVE TEAM



Joe Segura

Compliance Officer/Special
Services Coordinator



Diana Vogt

Human Resources Coordinator



Janie Castillo

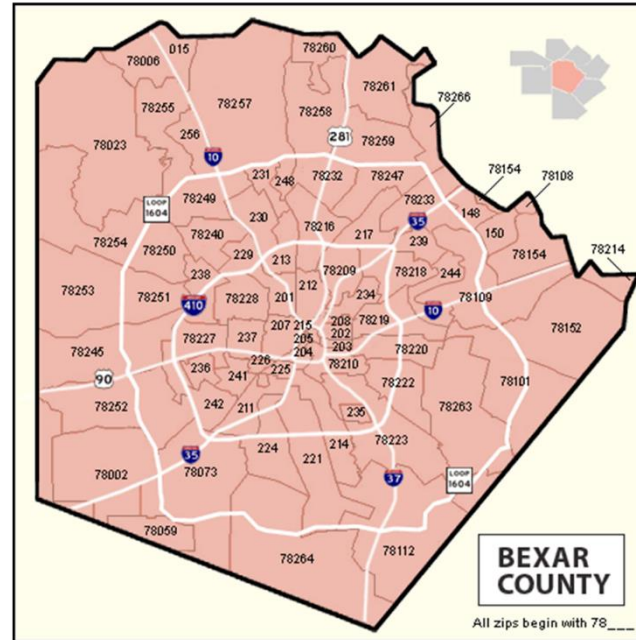
CACFP Nutrition Service Manager

Community Assessment

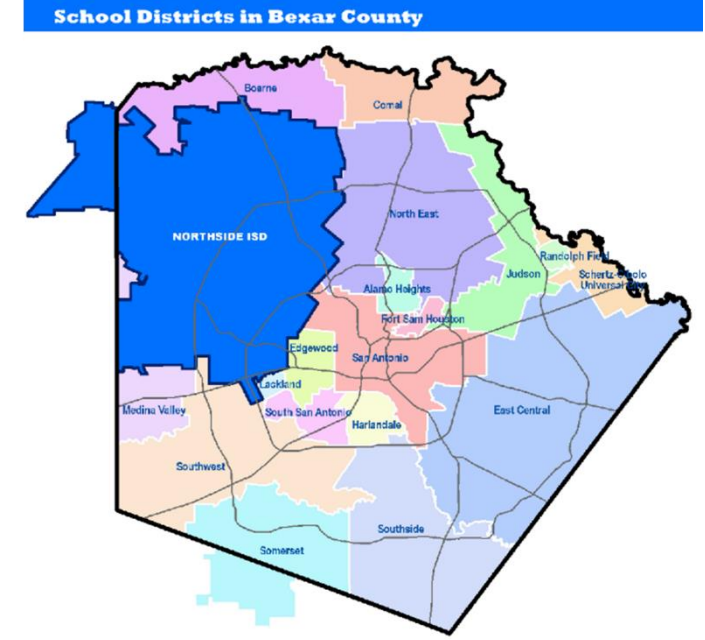
SPECIAL PROJECTS COMMUNITY ASSESSMENT

Parent/Child Incorporated Community Assessment utilizes data based on a measure of relative opportunity across a metropolitan area. Bexar County Service Area The data is based on indicators of Educational Opportunity, Health, and Environmental Opportunity, and Social and Economic Opportunity and offers the first comprehensive, equity-focused information system to monitor progress towards improved wellbeing for children of all racial/ethnic groups through the creation and dissemination of unique indicators and analysis of:

The state of wellbeing, diversity, opportunity, and equity of children in the service area (Bexar County), and the availability, capacity and research evidence supporting the effectiveness of public policies and programs to equitably serve children of all racial and ethnic groups and reduce disparities among them. The data highlights the fact that the areas in which Parent/Child, Incorporated is providing services are high need areas when it comes to poverty levels, health and environmental factors and poor early childhood educational opportunities.



Bexar County map with zip code areas.



Bexar County map with school district boundaries.

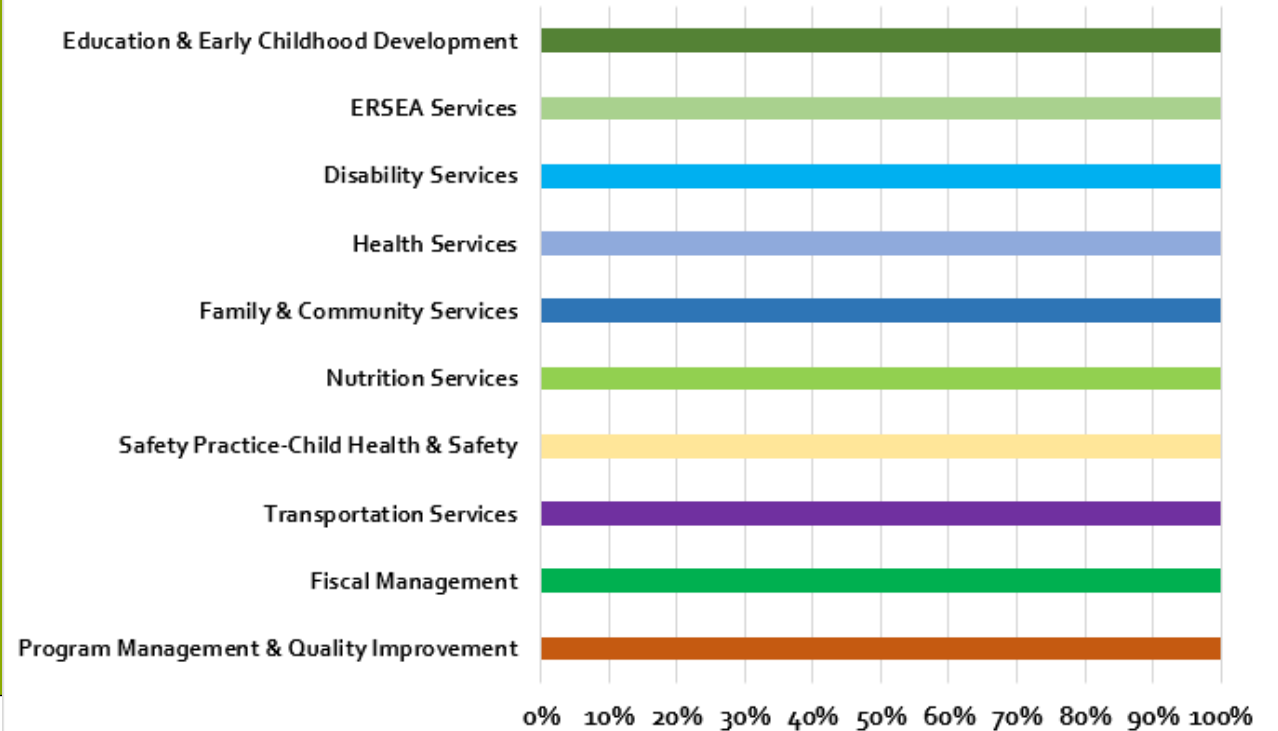
Self Assessment

Overall, based on the analysis of the Self-Assessment data, Parent/Child Incorporated continues to be outstanding in delivering quality comprehensive services to the Head Start/Early Head Start/EHS-Child Care Partnership program; with the realization by management that there is always room for improvement.

The Head Start/Early Head Start/EHS-Child Care Partnership Program is in full compliance with the Head Start Program Performance Standards, Head Start Act, and other State/local regulations.

Furthermore, the result of the Self-Assessment confirms that Parent/ Child Incorporated's program planning and implementation system focus is on continuous improvement of program service delivery and quality. The following graph displays our Self-Assessment findings per area assess.

2023 Self-Assessment Compliance Results



Communications



Facebook Followers:

2,178

Facebook Reach:

7,900

Facebook Engagements:

4,466



Instagram:

Followers: 124



YouTube:

150 Videos

63 Subscribers

Demographics

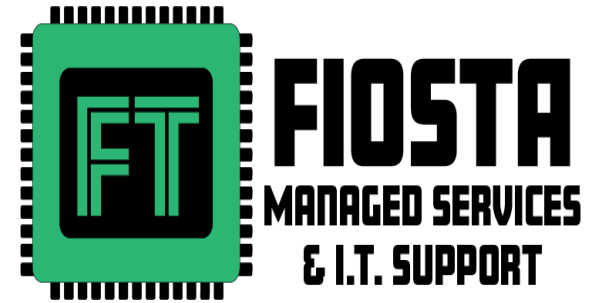
Women

86.0%

Men

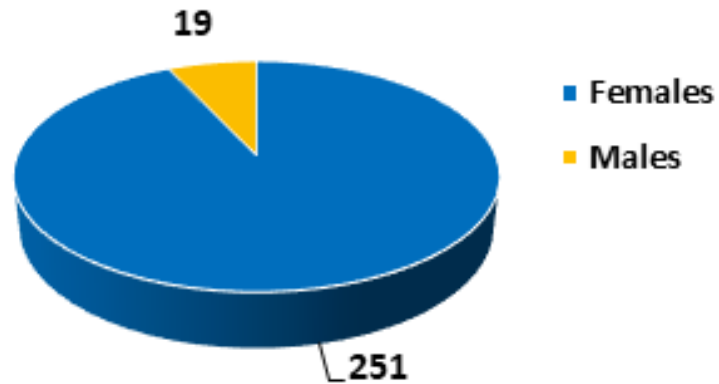
14.0%

Technology



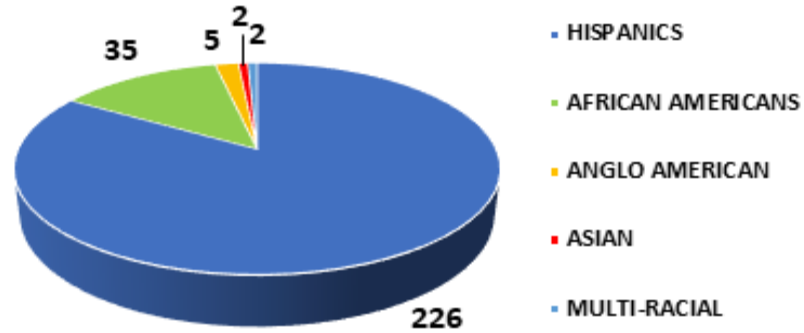
Human Resources

STAFF GENDER



Employees: 270
Employee Demographics
Gender: 251 Females/ 19 Males

STAFF ETHNICITY



Hispanics: 226
African American: 35
Anglo American: 5
Asian: 2
Multi-Racial: 2

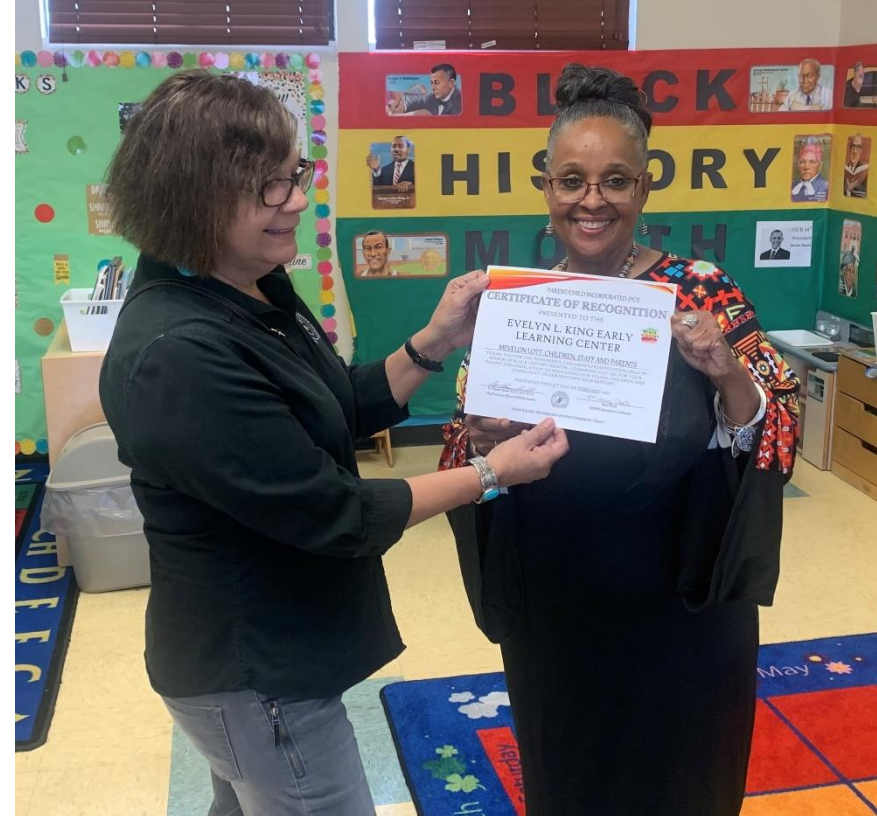
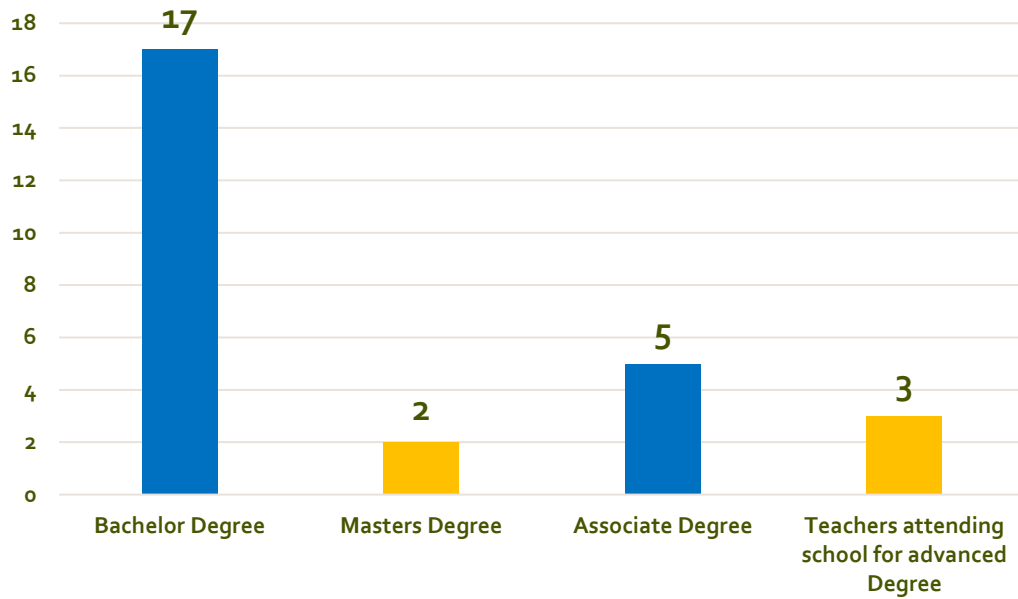


Human Resources

Head Start Teachers:

- 17 Teachers with a Bachelors' Degree
- 2 Teachers with a Master's Degree
- 5 Teachers with an Associate Degree
- 3 Teachers attending school for advanced Degree

Head Start I Staff - Teachers



Human Resources

Teacher Assistants:

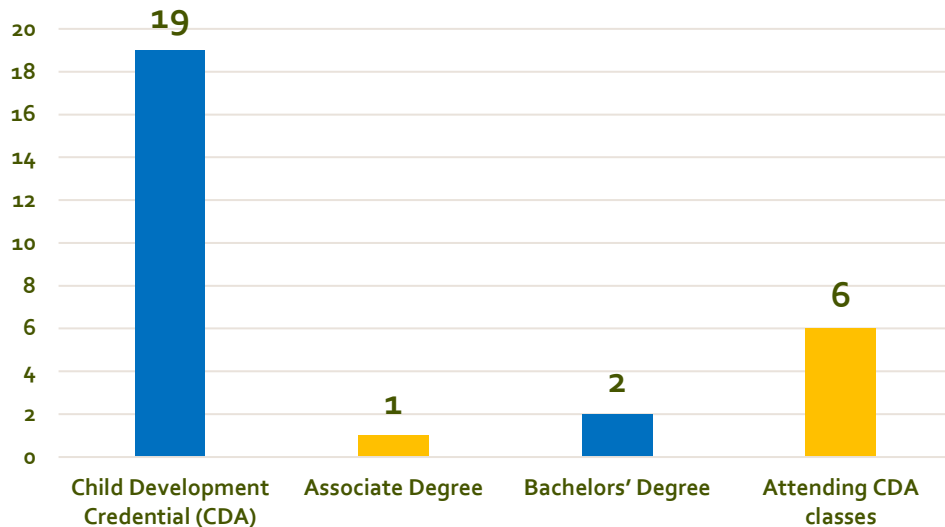
19 Teachers Assistants with a
Child Development Associate (CDA)

1 Teachers Assistants with an Associate Degree

2 Teachers Assistants with a Bachelors' Degree

6 Teachers Assistants attending CDA classes

Head Start I Staff - Teacher Assistants



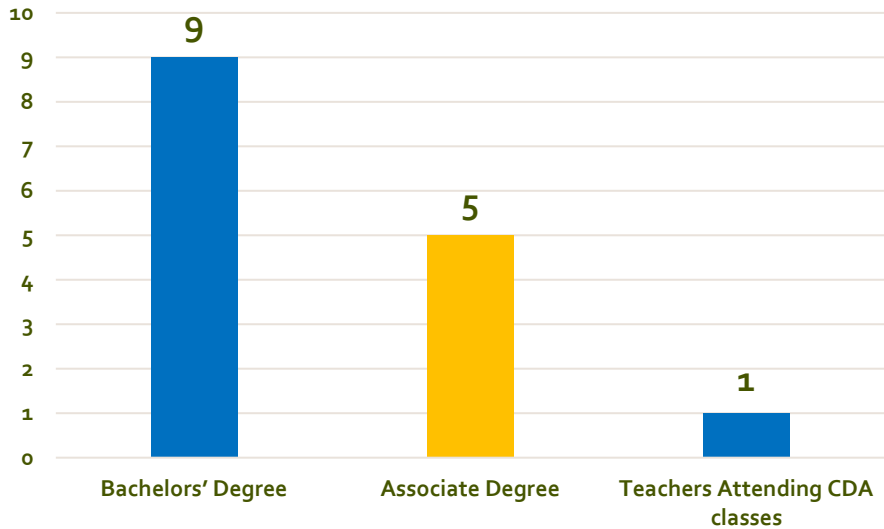
Human Resources

Head Start Grant II Staff

Teachers:

- 9 Teachers with a Bachelors' Degree
- 5 Teachers with an Associate Degree
- 1 Teacher attending CDA classes

Head Start II Staff - Teachers



Human Resources

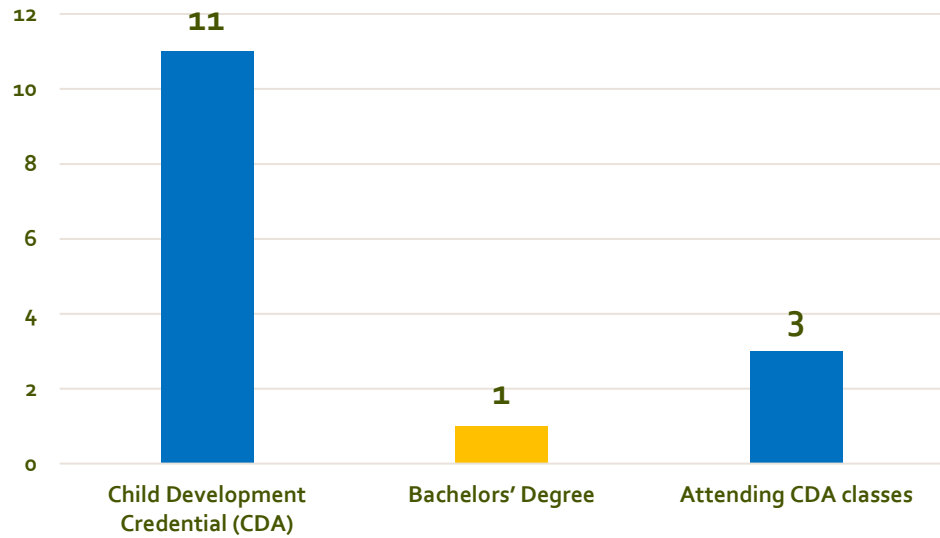
Teacher Assistants

11 Teachers Assistants with a Child Development Associate (CDA)

1 Teachers Assistants with a Bachelors' Degree

3 Teachers Assistants attending CDA classes

Head Start II Staff - Teacher Assistants

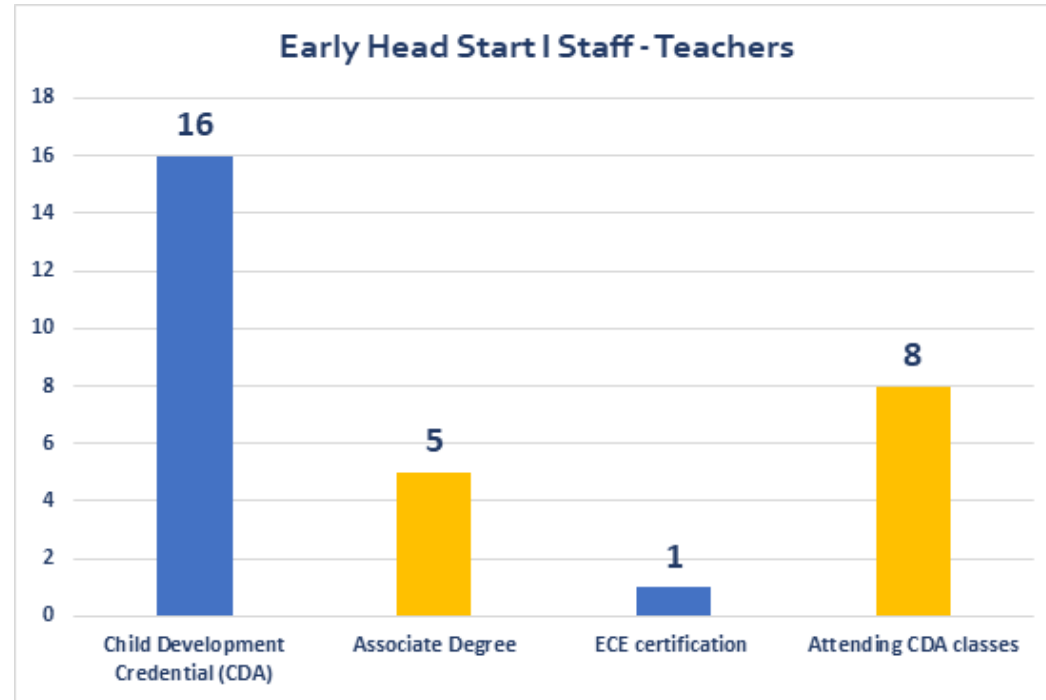


Human Resources

Early Head Start Staff

Teachers:

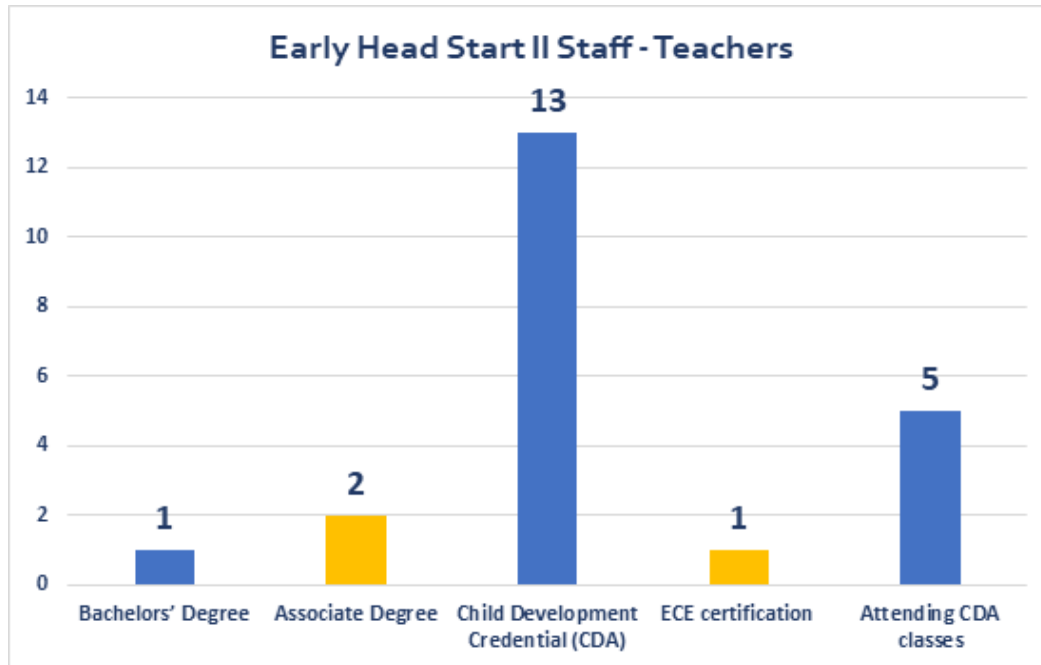
- 16 Teachers with a Child Development Associate (CDA)
- 5 Teachers with an Associate Degree
- 1 Teacher with an ECE certification
- 8 Teachers attending CDA classes



Human Resources

Early Head Start II

- 1 Teachers with a Bachelors' Degree
- 13 Teachers with a Child Development Associate
- 2 Teachers with an Associate Degree
- 1 Teacher with an ECE certification
- 5 Teachers attending CDA classes



Human Resources

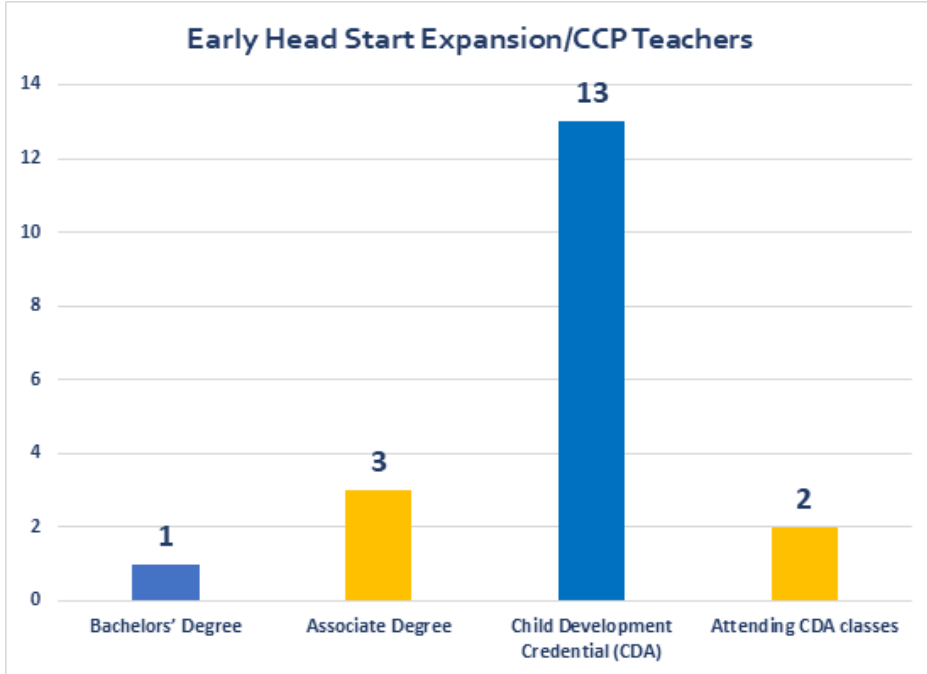
Early Head Start Expansion/CCP

13 Teachers with a Child Development Associate (CDA)

3 Teacher with an Associate Degree

1 Teachers with a Bachelors' Degree

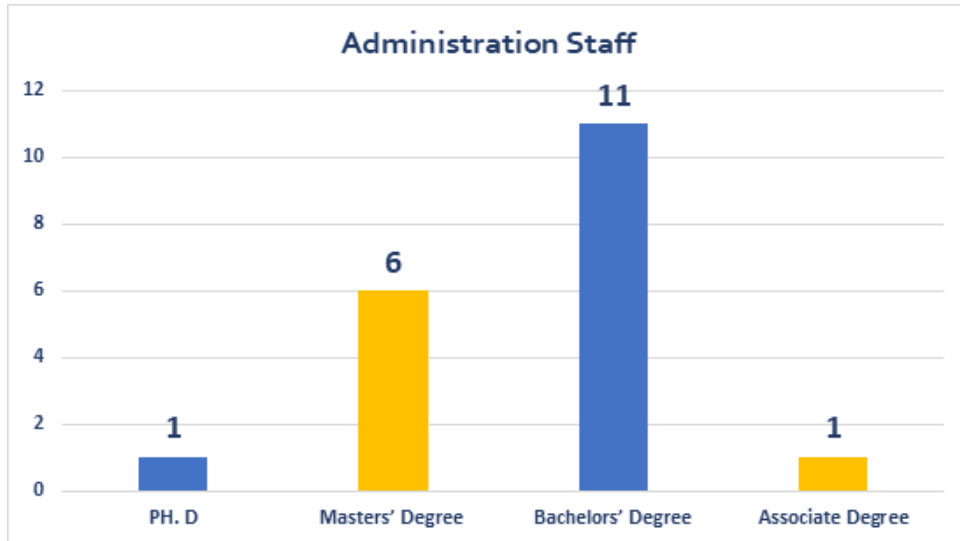
2 Teachers attending CDA classes



Human Resources

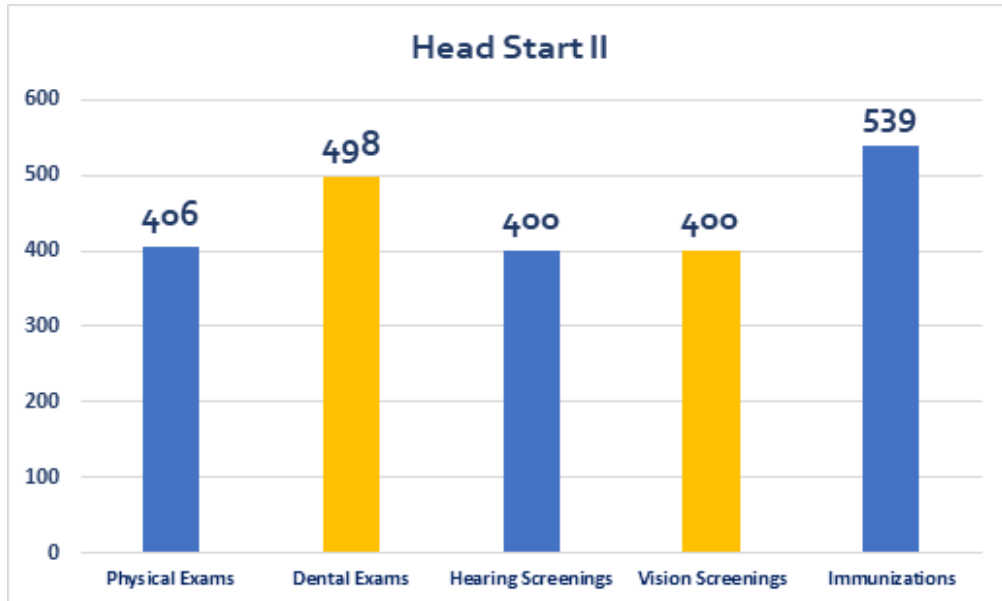
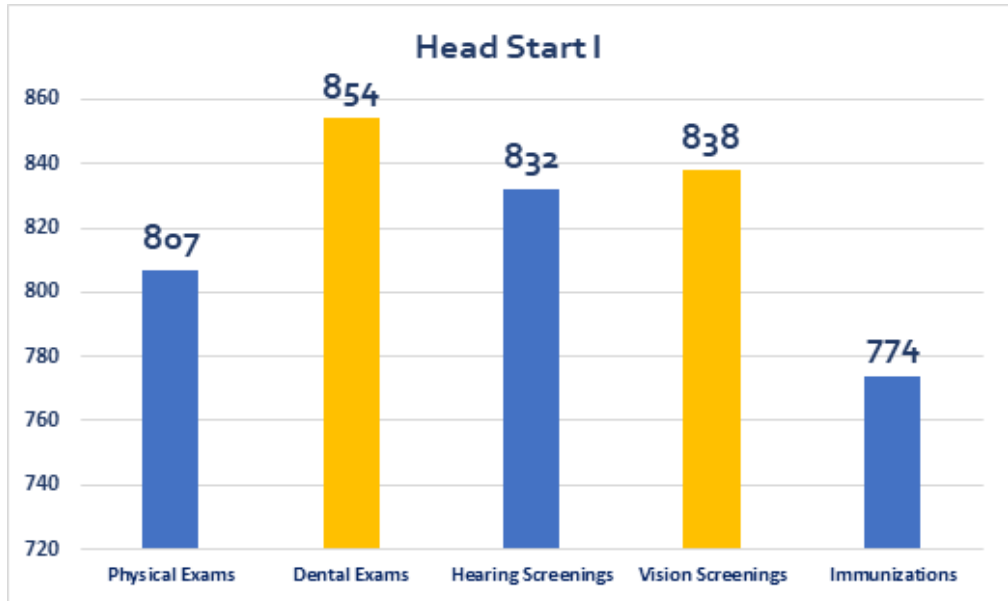
Administration Staff:

- 1 Administrator with a PH. D
- 6 Administrators with a Masters' Degree
- 11 Administrators with a Bachelors' Degree
- 1 Teacher with an Associate Degree

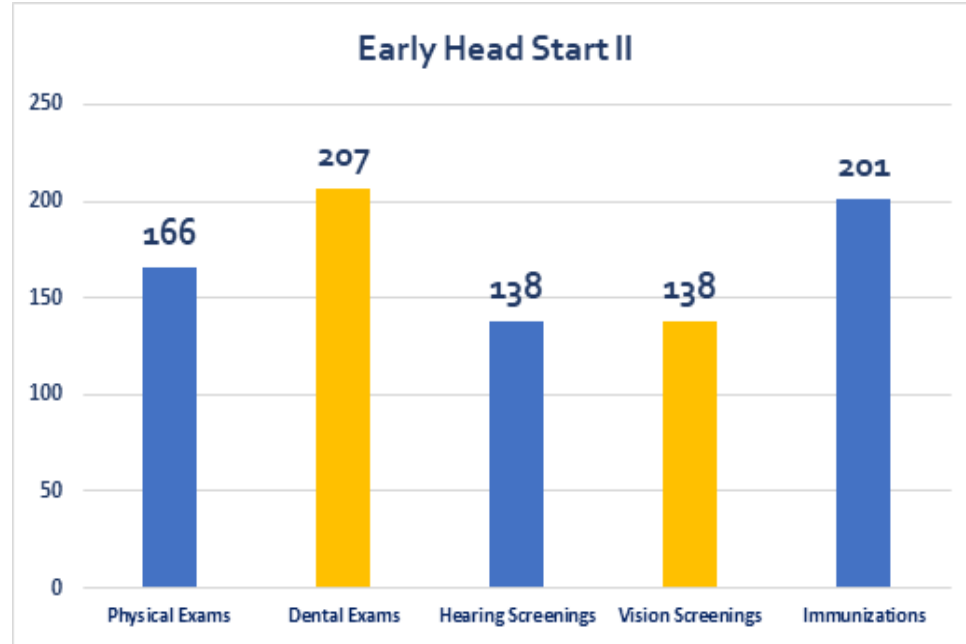
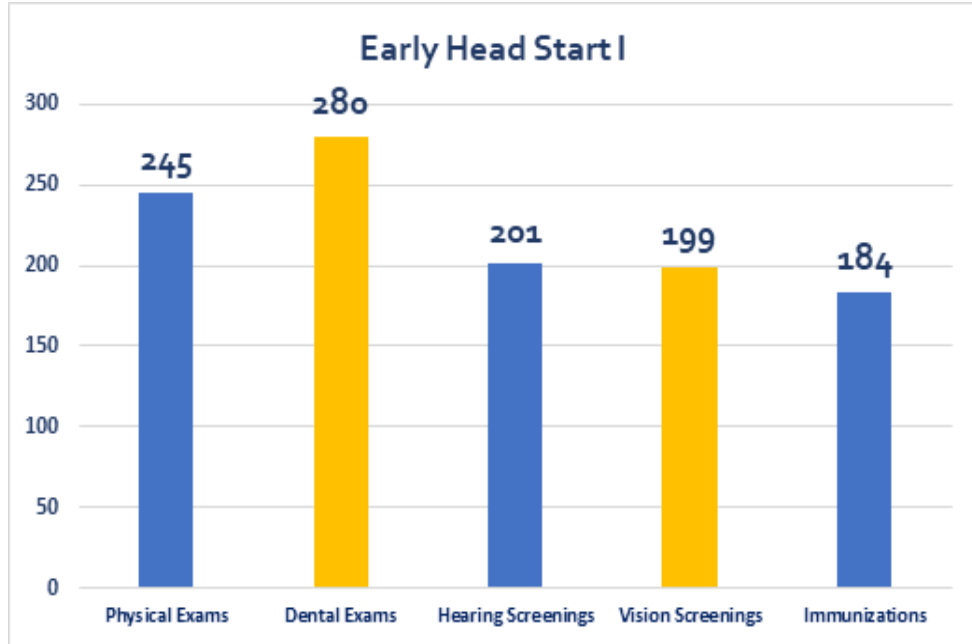


Operations

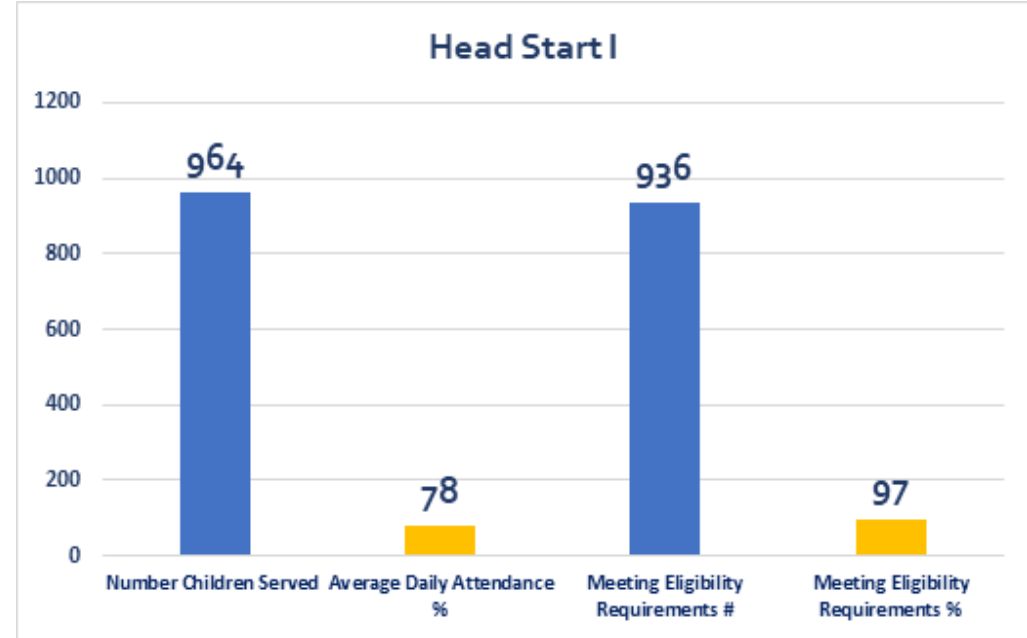
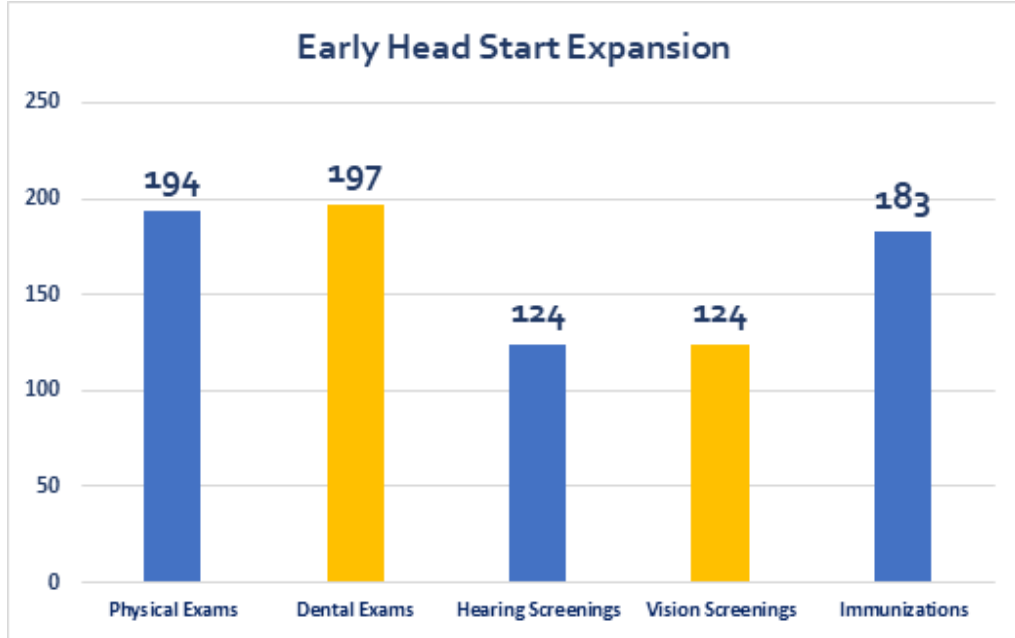
Health Services



Operations



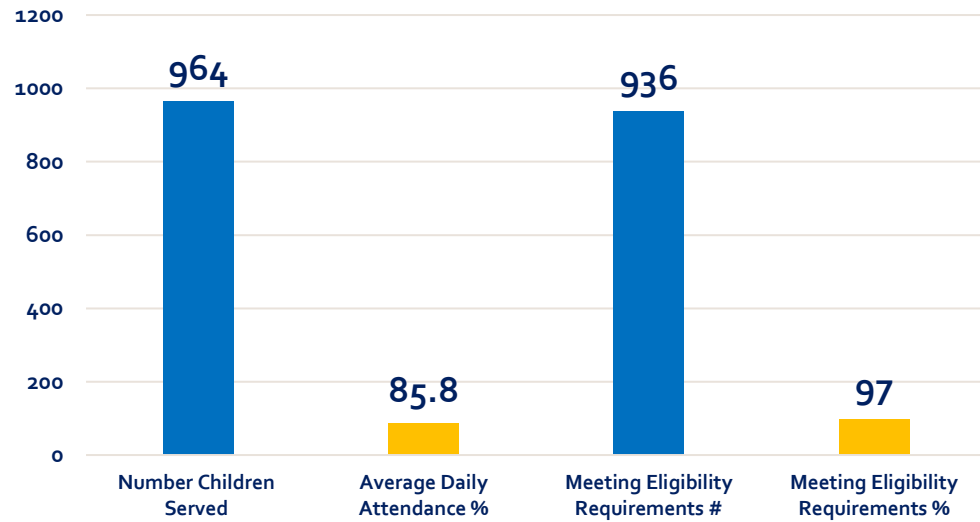
Operations



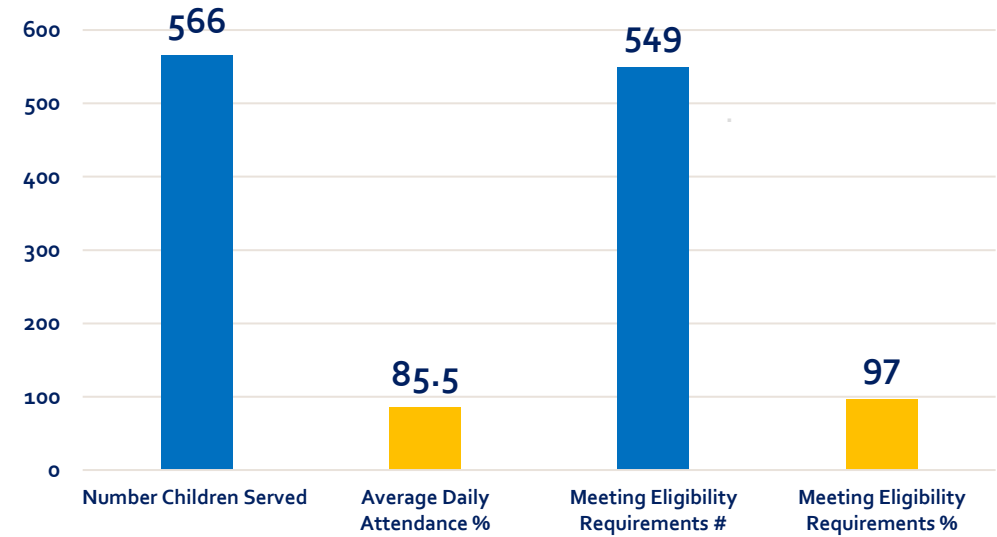
Operations

Family Services

Head Start I

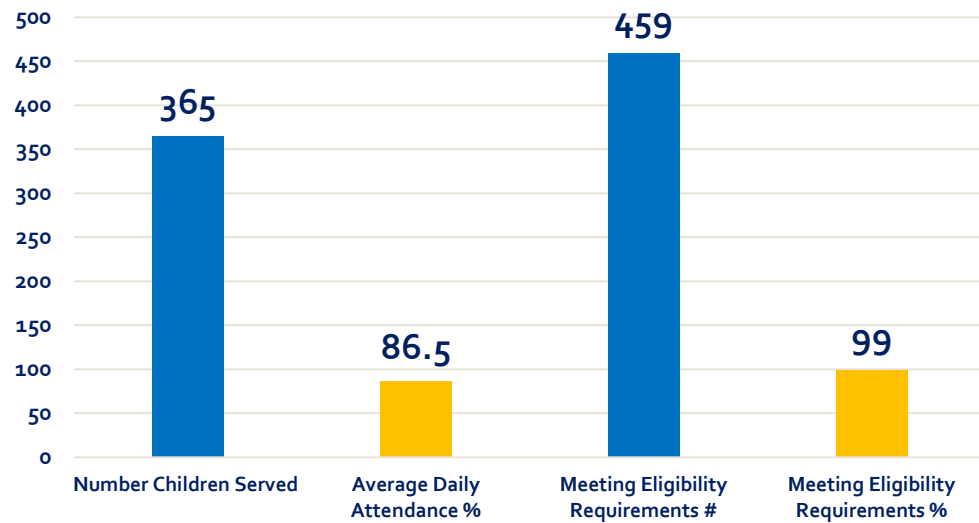


Head Start II

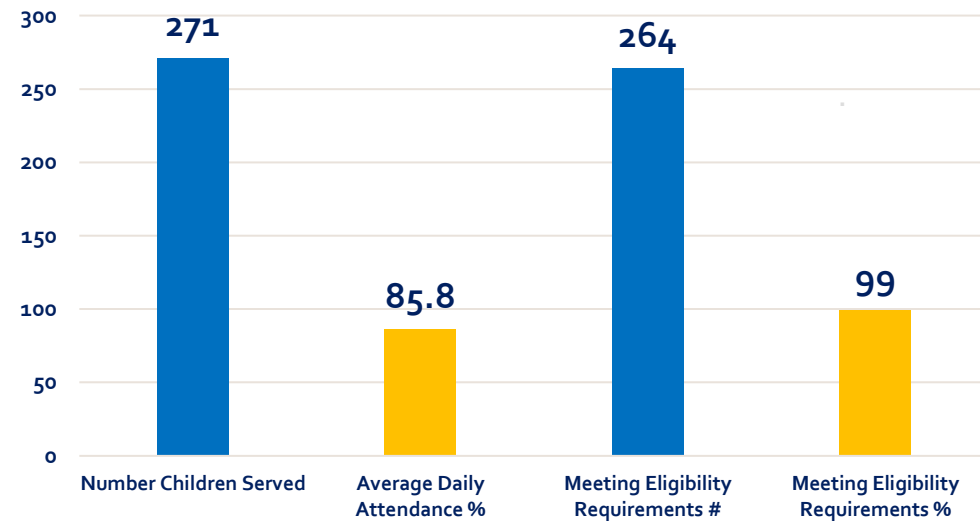


Operations

Early Head Start I

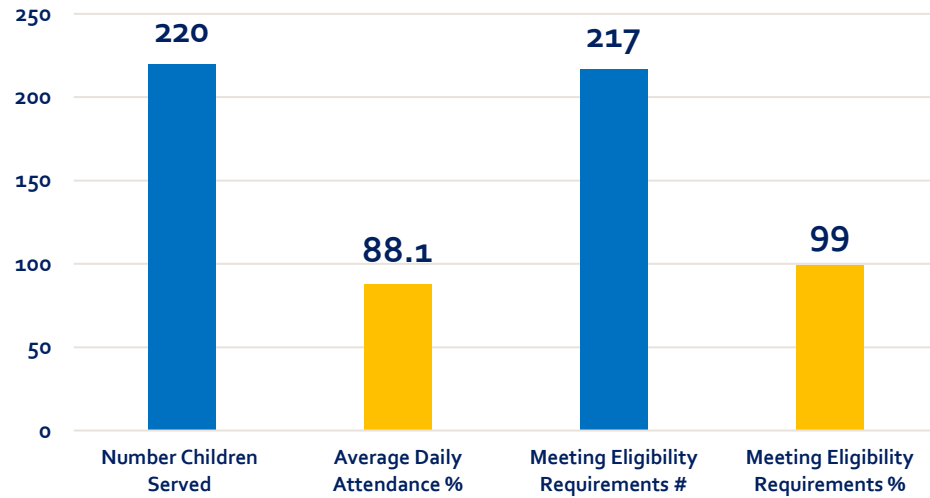


Early Head Start II



Operations

Early Head Start Expansion



Teaching Strategies

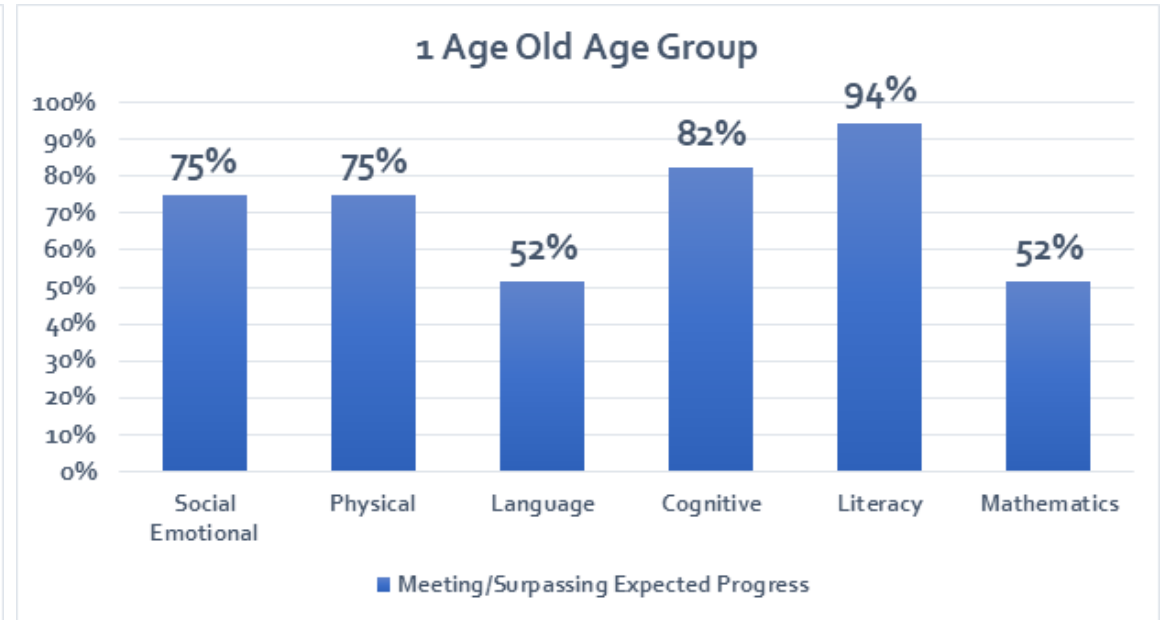
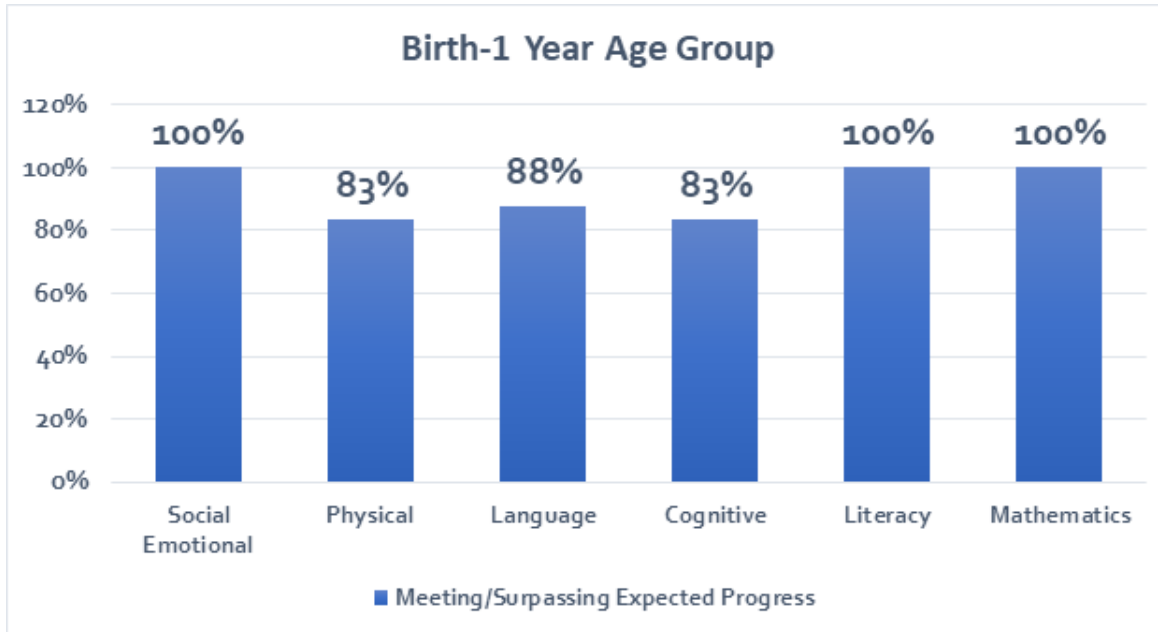
The observational assessment system that PCI uses is Teaching Strategies GOLD . It is for children from birth through kindergarten, or in our case up to PreK-4. It is designed to help us get to know what children know and their strengths, needs and interests. With this information, we can then guide children's learning by planning engaging experiences that are responsive to the individual child and/or to the group.

The assessment is conducted 3 times during the school year, in the Fall, Winter and an End-of-Year in the Spring and is conducted in the following domains; Social Emotional, Physical, Language, Cognitive, Literacy, and Mathematics. It is inclusive of children with disabilities, children who are English-language or dual language learners, and children who demonstrate competencies beyond typical developmental expectations.

With that in mind, we recognize that the development of young children is uneven, that it changes rapidly, and that development and learning are interrelated and overlapping.

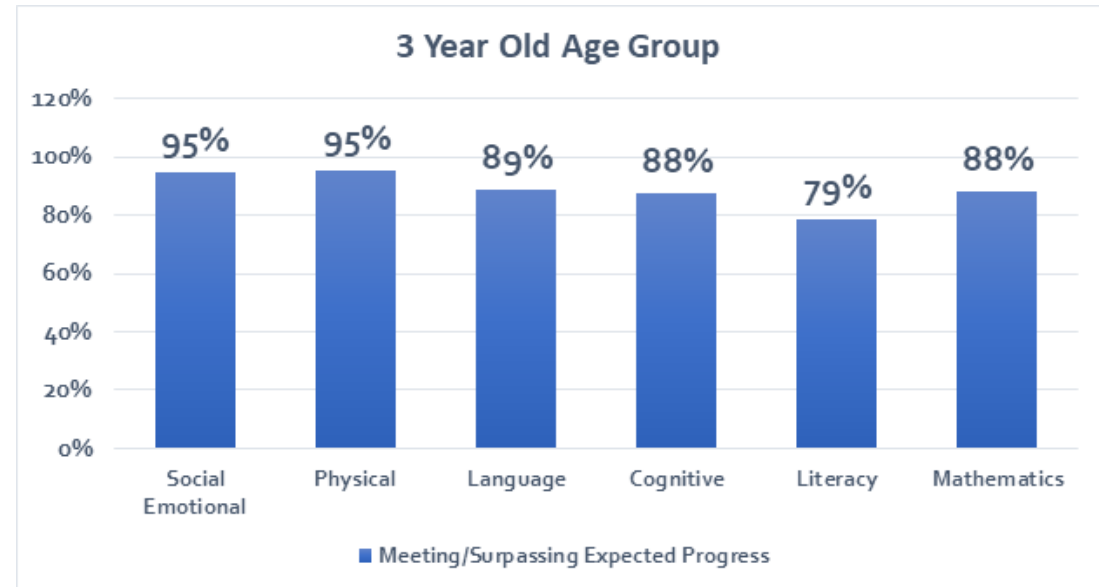
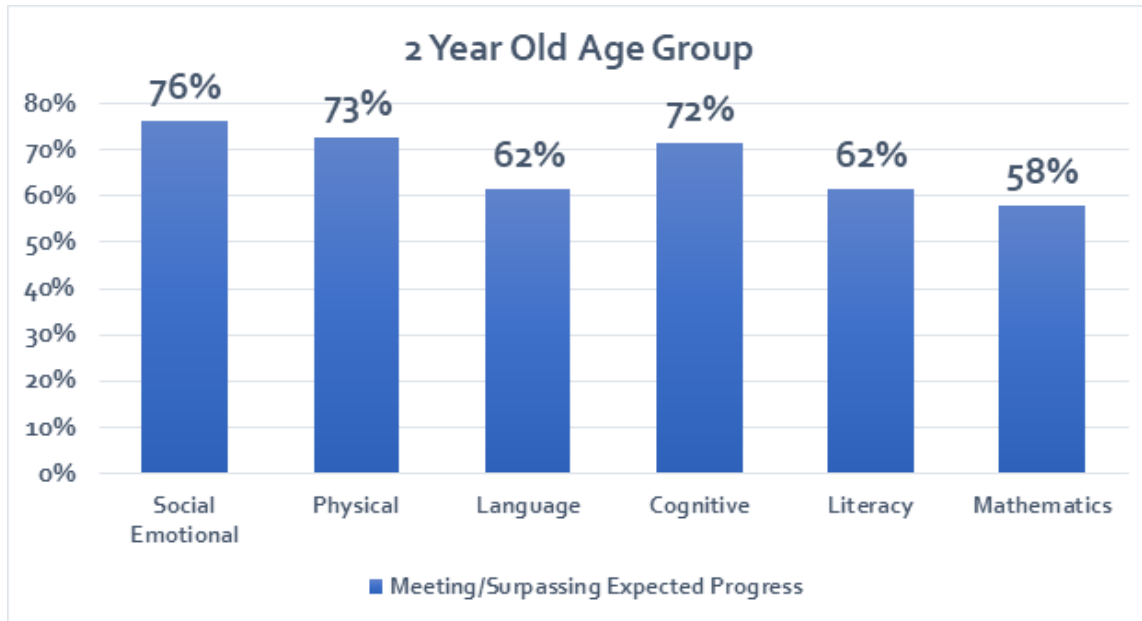
The following graphs are based on the End-of-Year Spring results for the 5 different age groups, as well as the Dual-Language learners.

Education



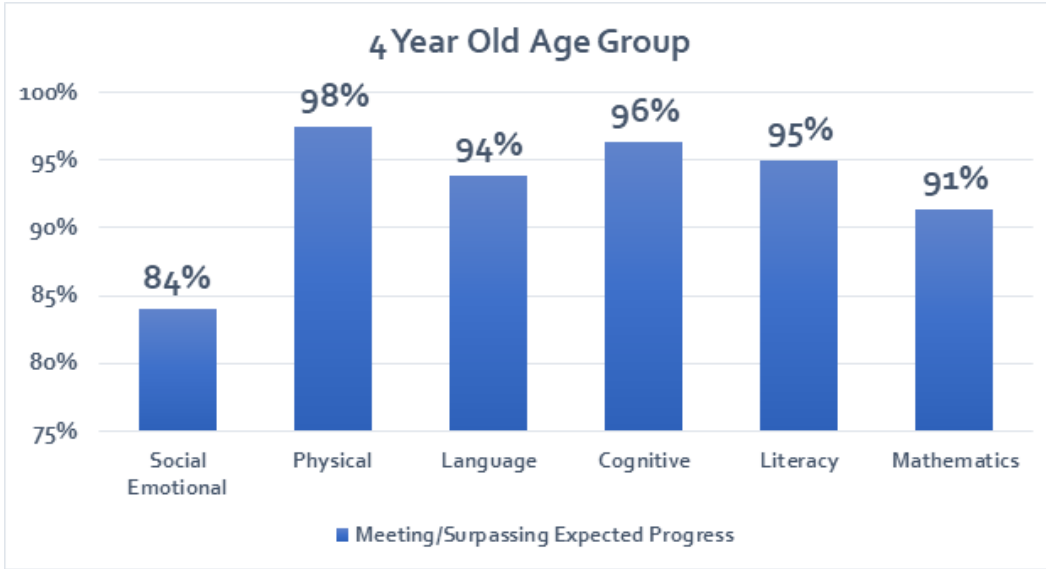
As you can see Parent Child Incorporated strive 100% data. And the graph for the Birth to 1 year age group, the data shows how well the children are meeting or surpassing the Expected Progress. But for the age 1 age group, we can see that children under performed in language and mathematics. In this age group, PCI experienced enough turnover of children leaving the EHS program and new children being enrolled just prior to the Spring Teaching Strategies Assessment, and thusly, were not with us the whole school year. So, these new children possess lesser educational time in a classroom setting. And this accounts for a lesser number of children meeting or surpassing the Expected Progress.

Education



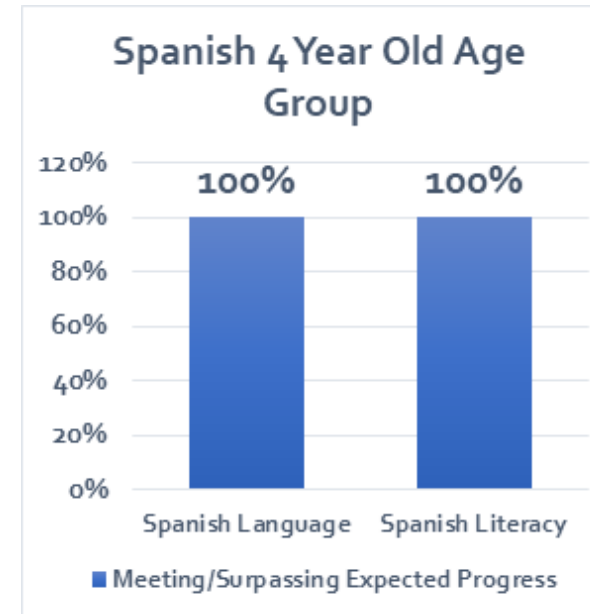
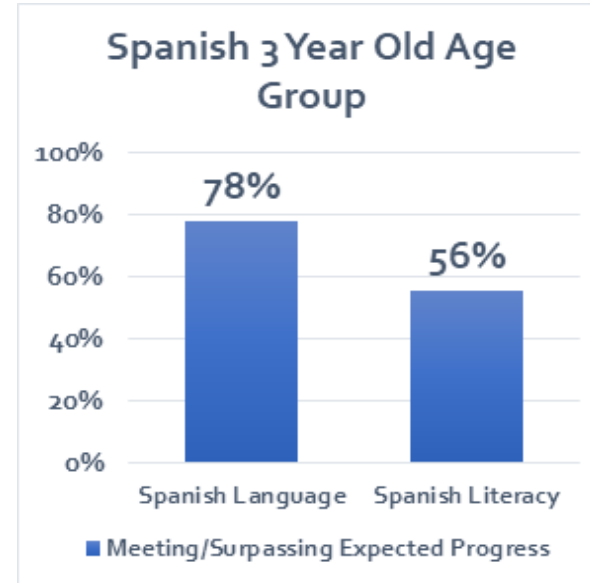
As with the previous Age 1 age group graph, the Age 2 group also experienced – though not as much - enough turnover of children leaving the EHS program and new children being enrolled just prior to the Spring Teaching Strategies Assessment. This reflects on the lower scores in language and mathematics. The next graph of Head Start Pre-K 3 children, and data is more indicative of children being in a classroom setting for most, if not all, of the school.

Education



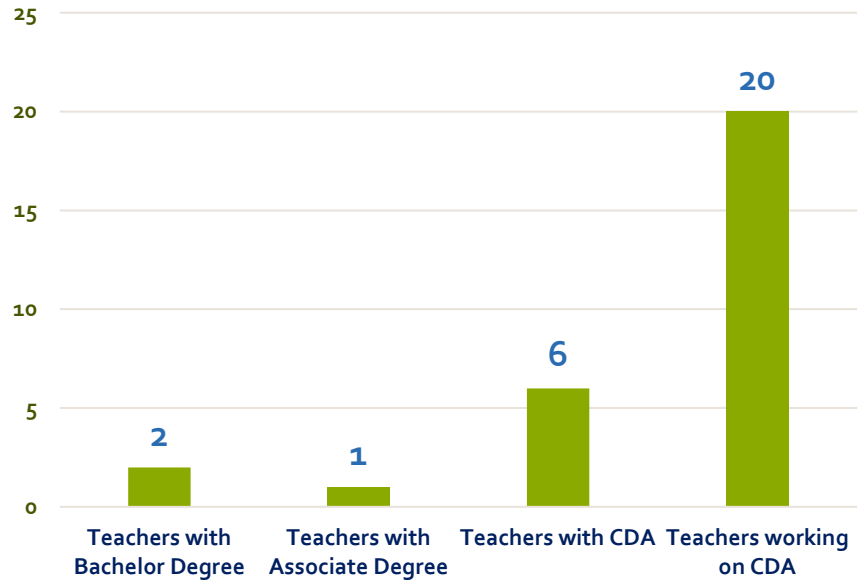
As with the previous Age 3 age group graph, the Head Start Pre-K 4 Age had high scores indicating how well the children met or surpassed the Expected Progress.

The same is true for the Spanish Age 4 group as they met 100% in Spanish Language and Spanish Literacy. The Spanish Age 3 group suffered due to late school-year enrollment of Spanish speaking children and them having even less experience in a classroom setting and not being exposed to a Dual-Language curriculum.

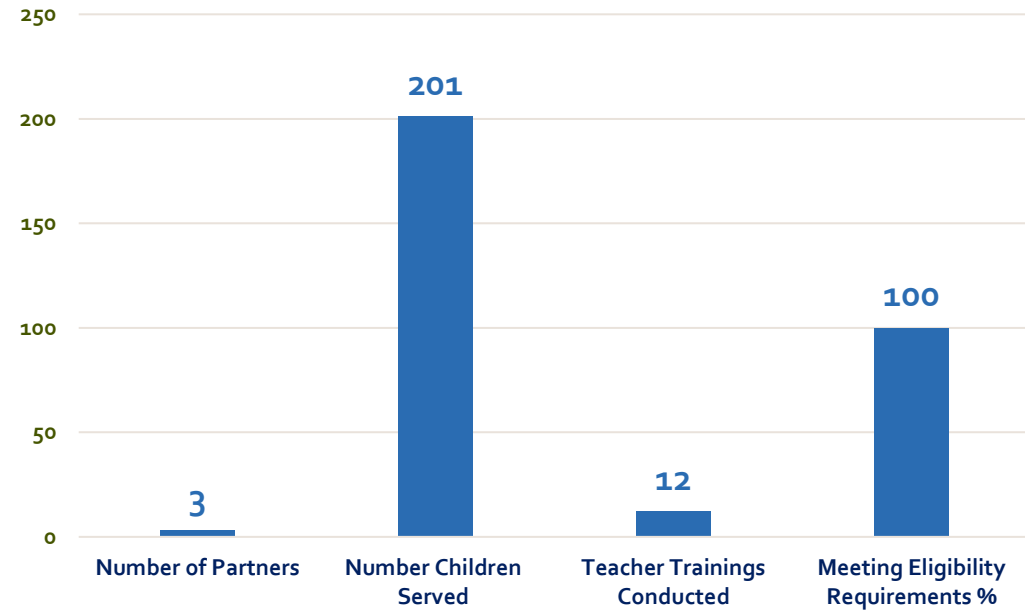


Partnership

Child Care Partnership

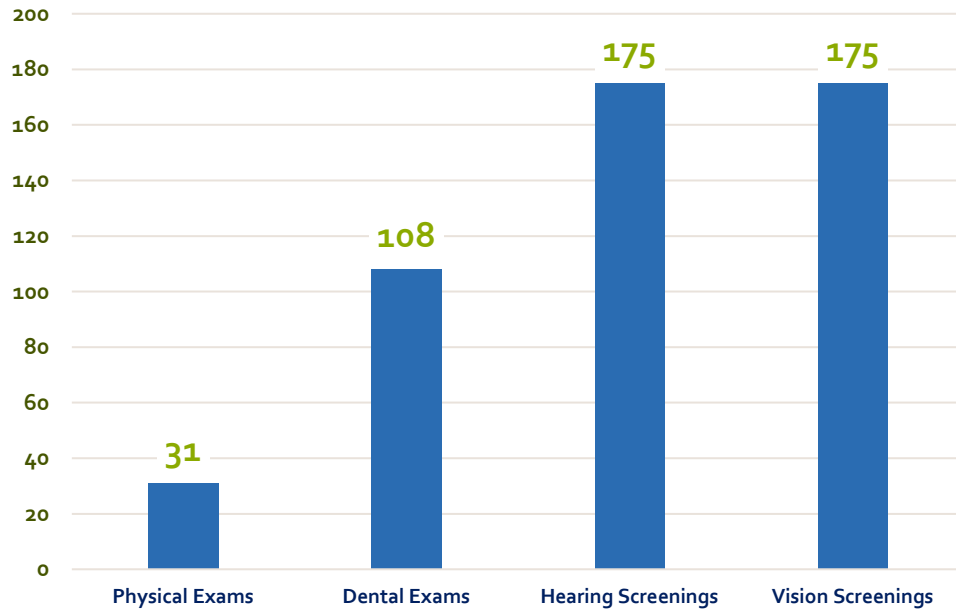


Child Care Partnership

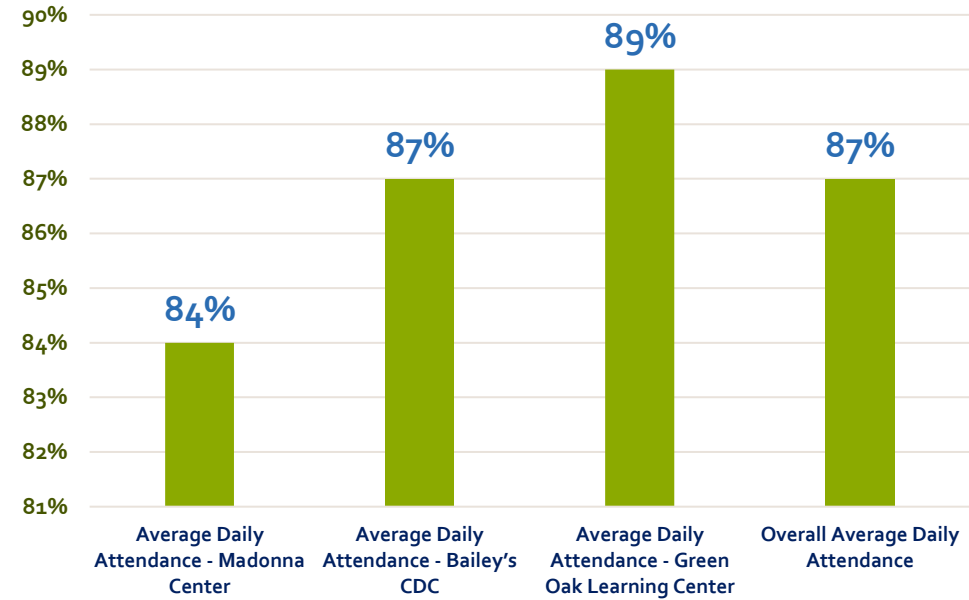


Partnership

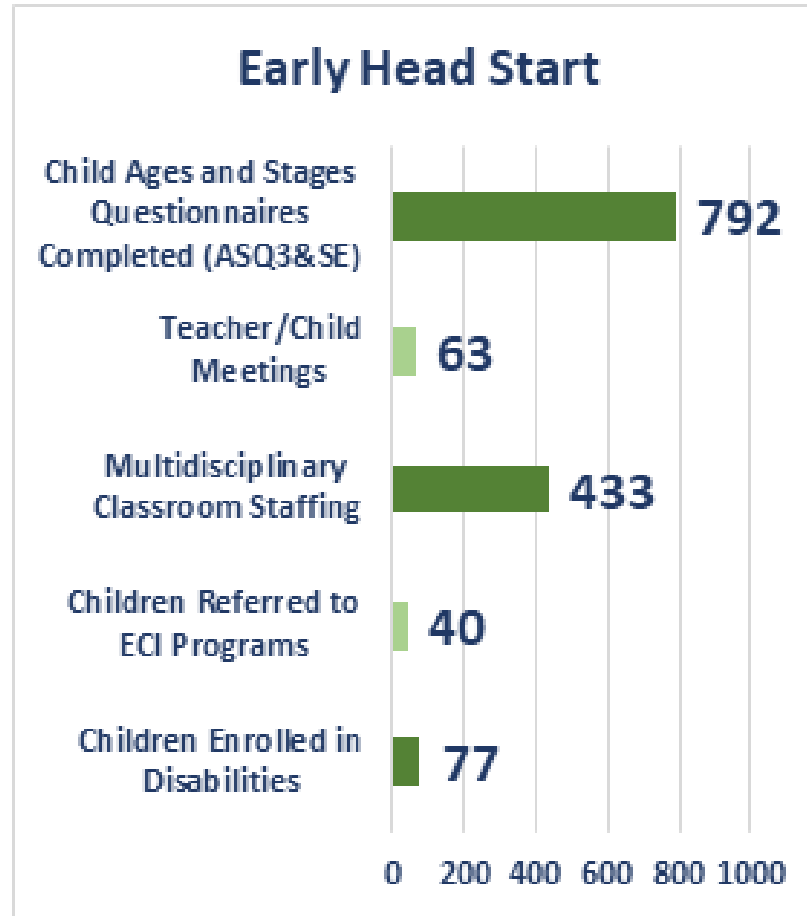
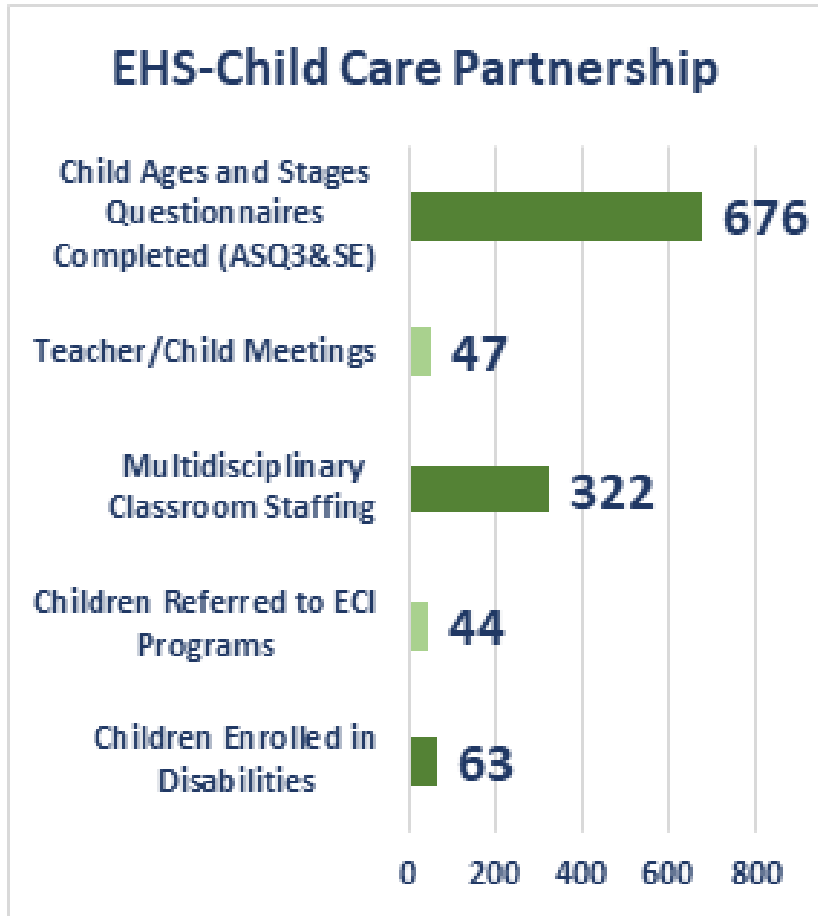
Child Care Partnership



Child Care Partnership

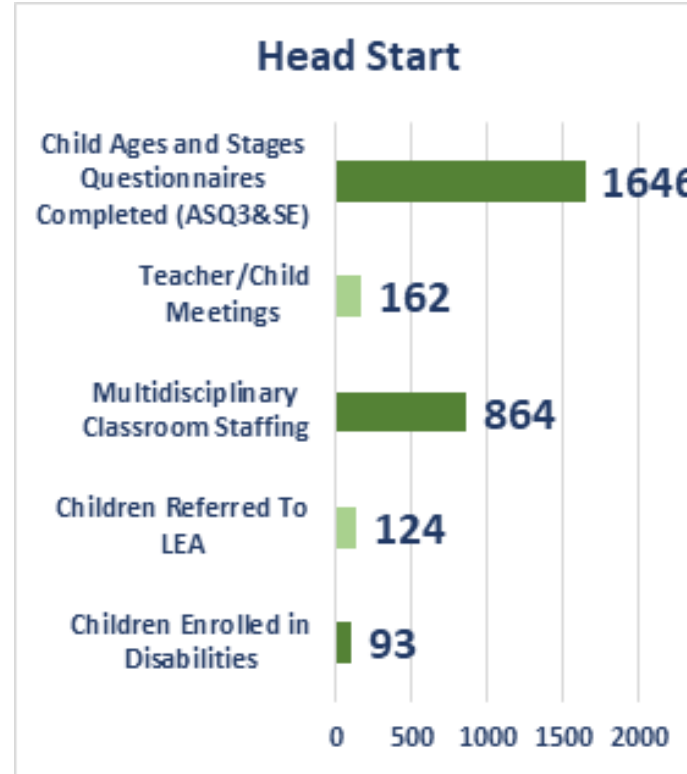
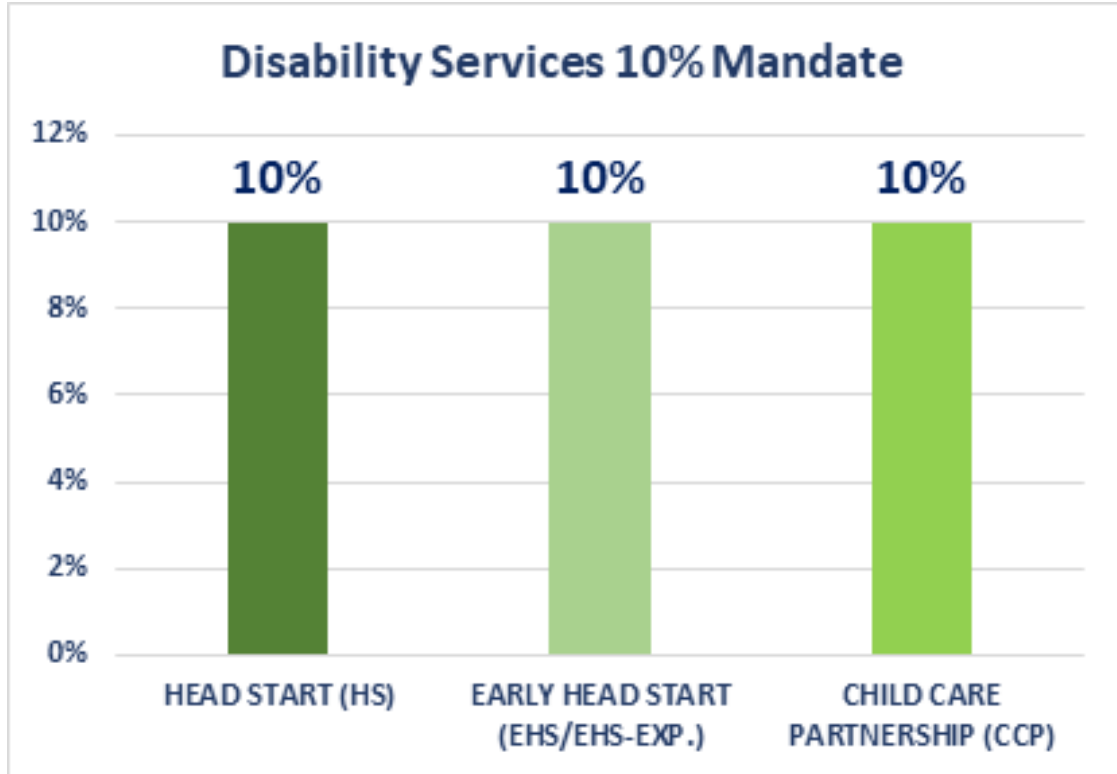


Compliance/Disabilities



- Deaf/Blind Impairment
- Noncategorical/Developmental Delay
- Speech or Language
- Autism
- Visual Impairment/Blindness
- Orthopedic Impairment

Compliance



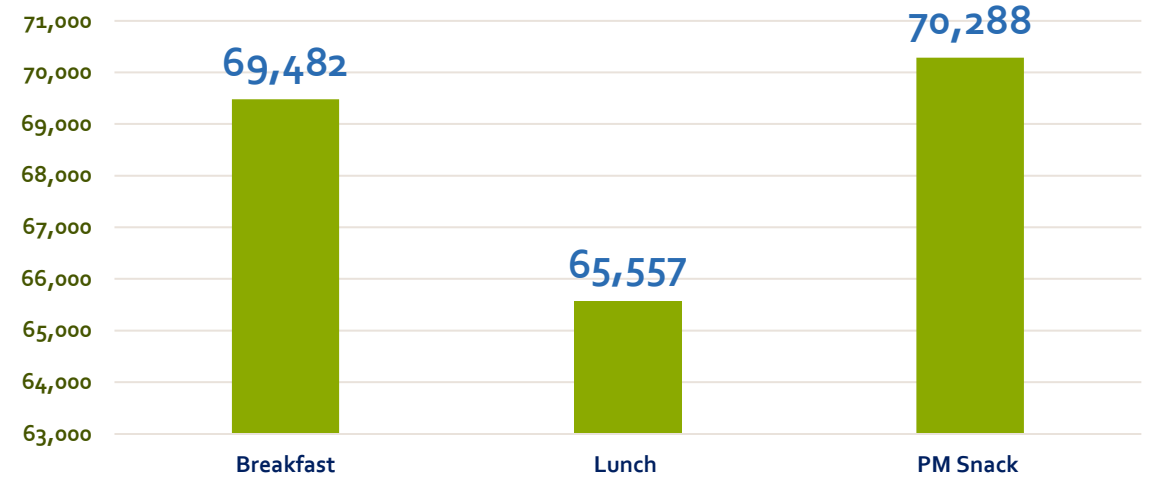
CACFP



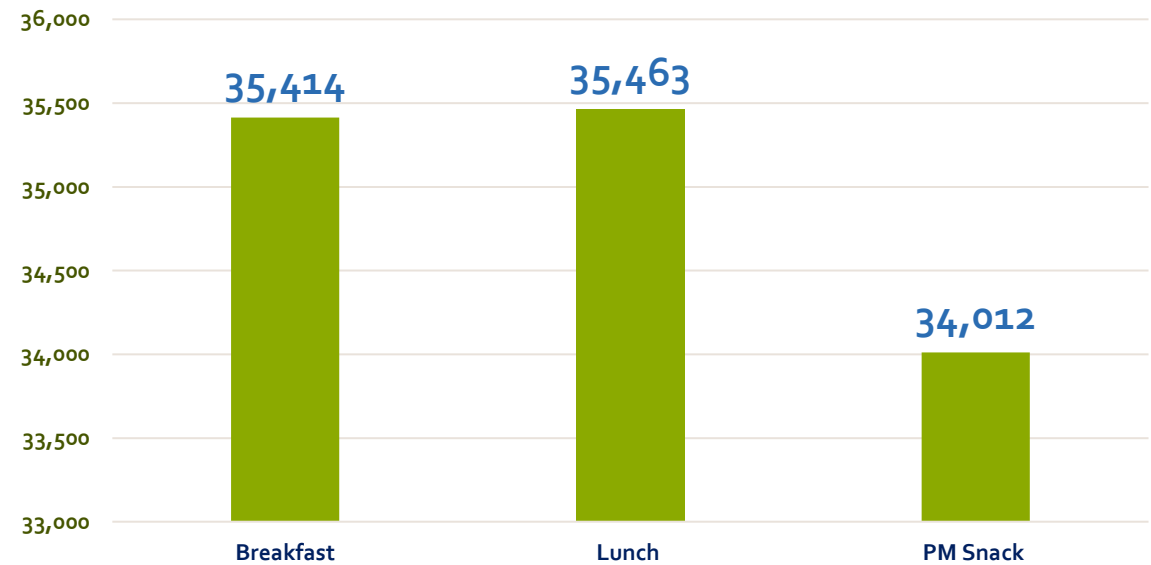
Head Start Meals
Breakfast 69,482
Lunch 65,557
PM Snacks: 70,288

Early Head Start Meals
Breakfast 35,414
Lunch 35,463
PM Snacks: 34,012

Head Start Meals

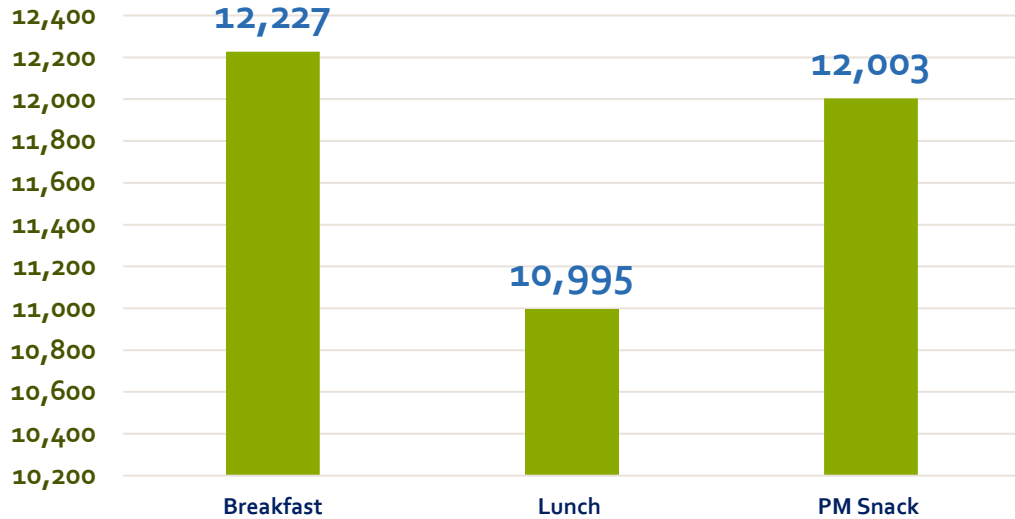


Early Head Start Meals



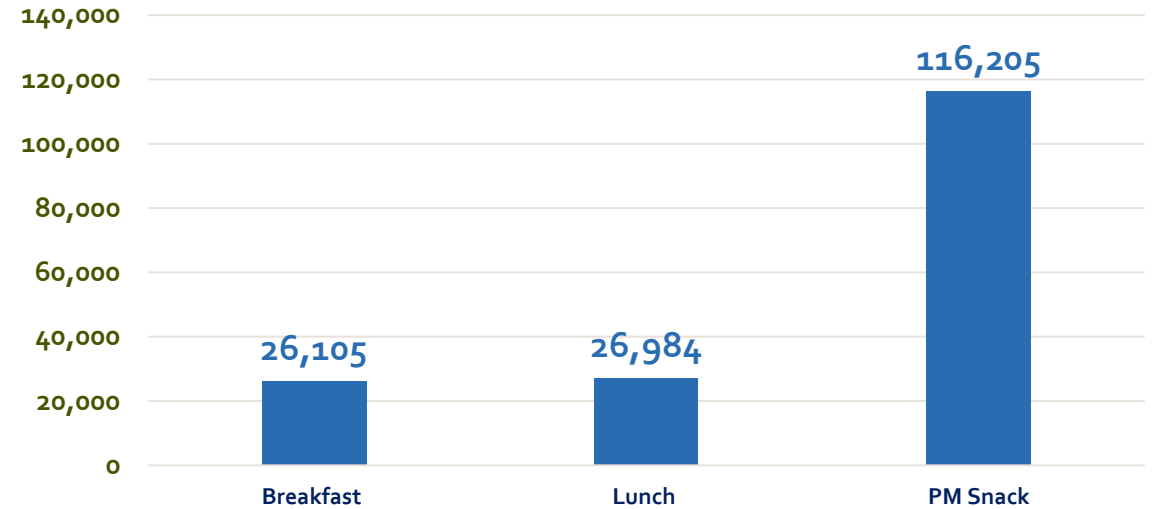
CACFP

EHS Expansion Meals



EHS Expansion Meals
Breakfast 12, 227
Lunch 10,995
PM Snacks: 12,003

FSA Head Start Meals



FSA Expansion Meals
Breakfast 26, 105
Lunch 26,984
PM Snacks: 116,205

CACFP

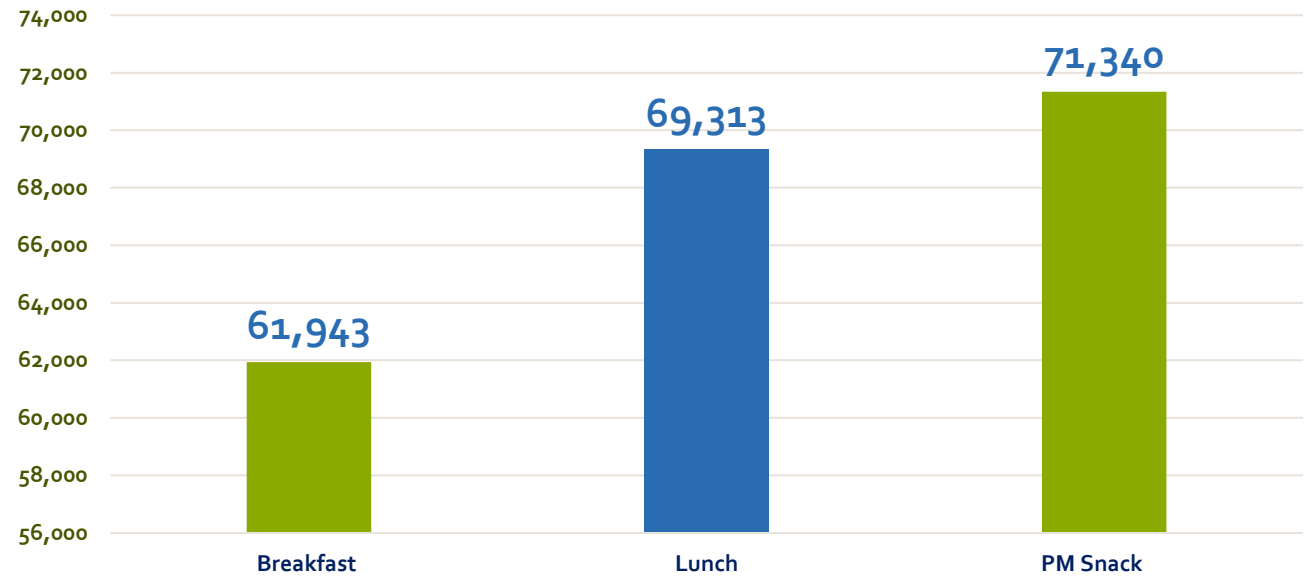
Breakfast 61,943

Lunch 69,313

PM Snack 71,340



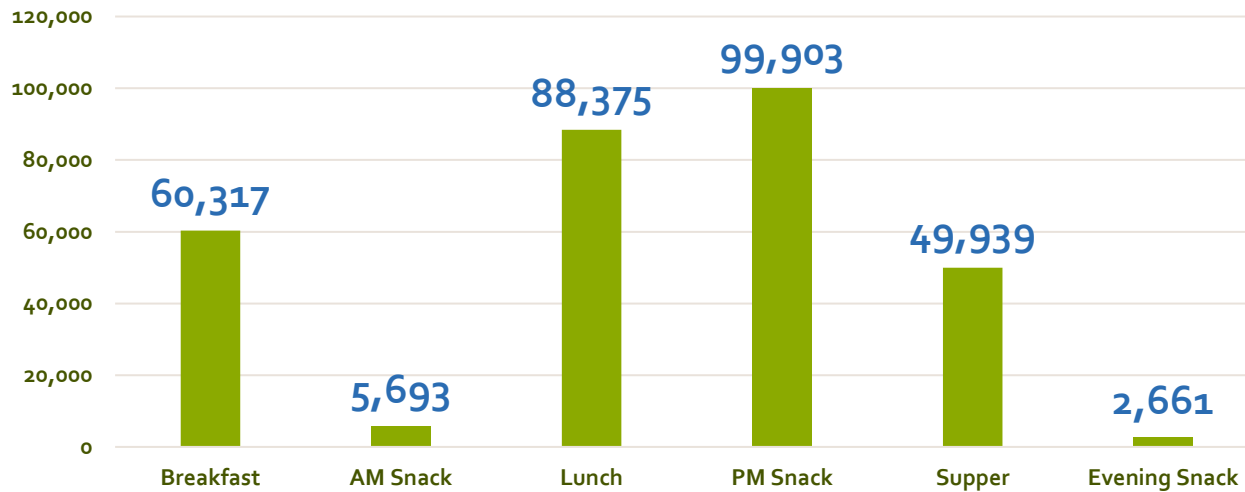
Unaffiliated Independent Child Care Centers



****PCI currently serves nutritious meals to 40 sites throughout the San Antonio area.**

CACFP Day Care Homes

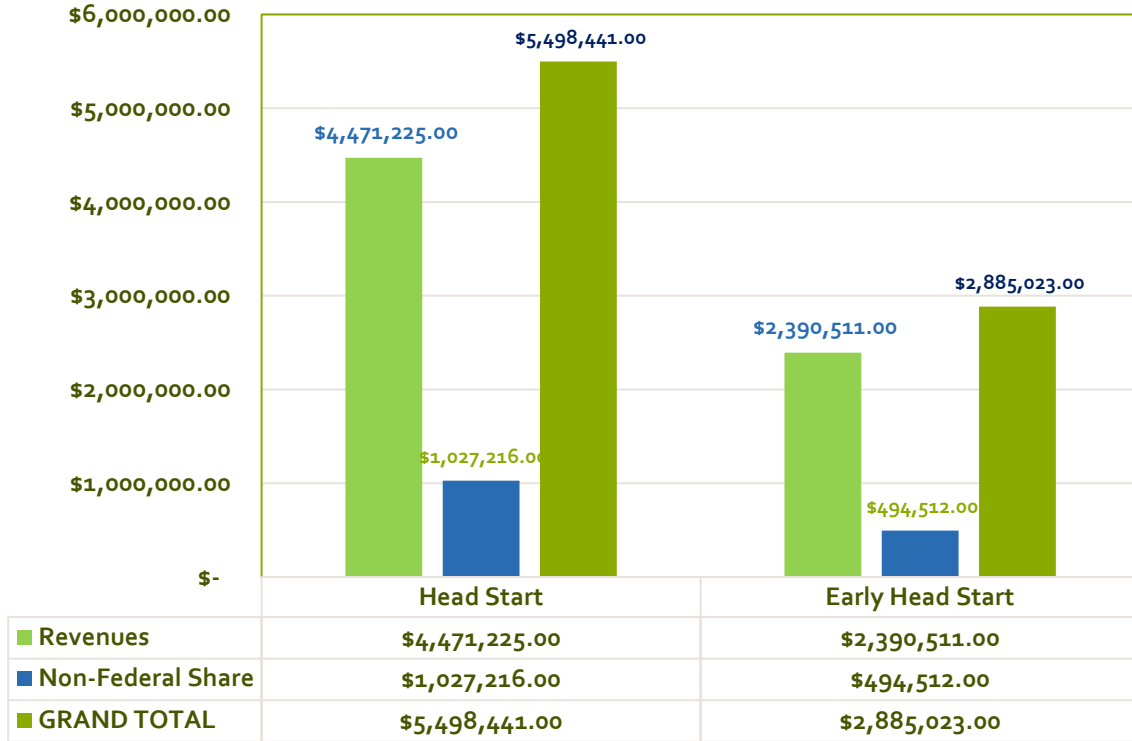
CACFP Day Homes Fiscal Year



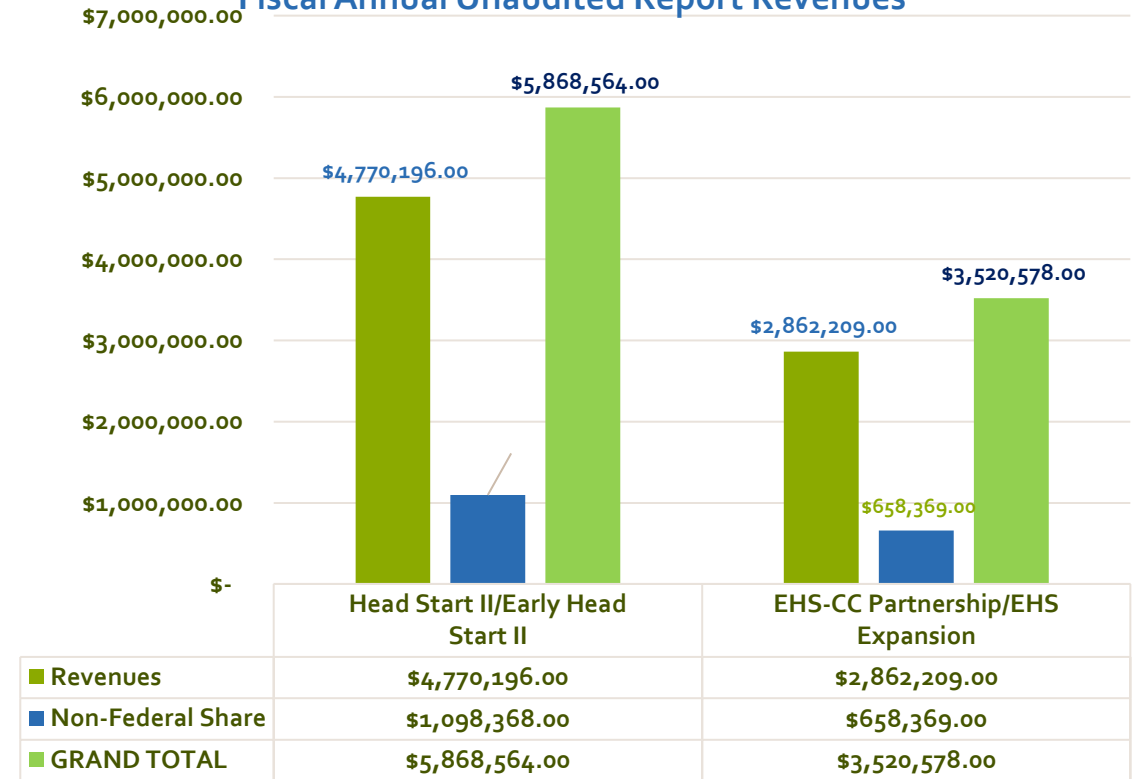
Parent/Child Incorporated currently provides nutritional services to children from birth to 12 years of age enrolled in Day Care Homes throughout San Antonio and counties surrounding Bexar County.

Fiscal

Fiscal Annual Unaudited Report Revenues

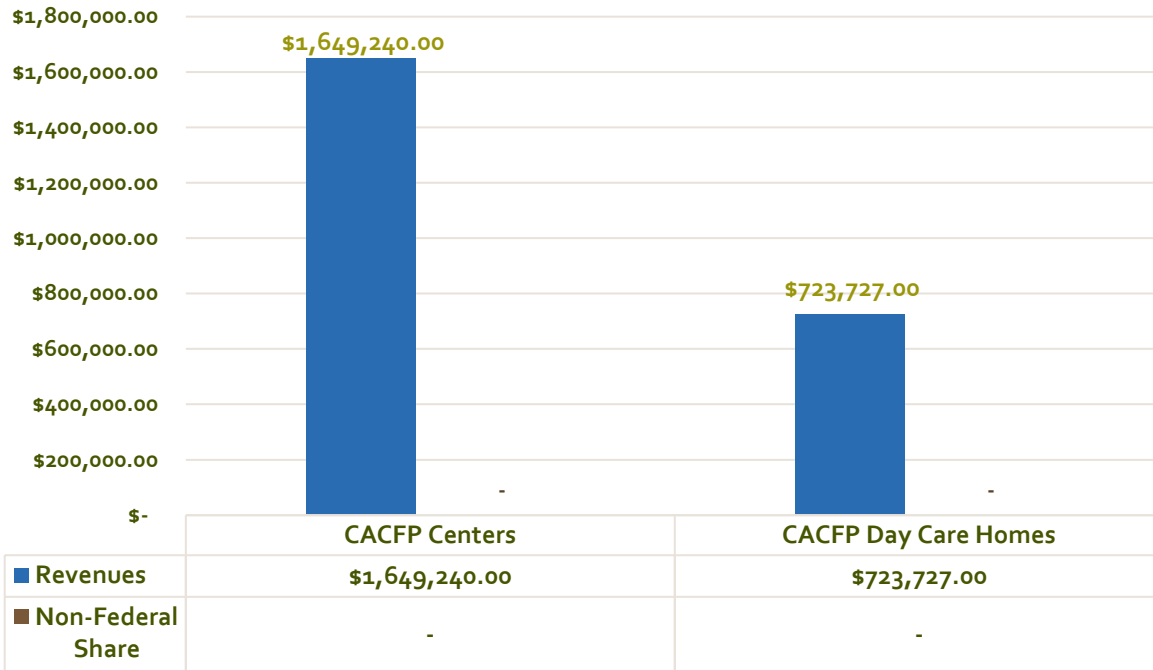


Fiscal Annual Unaudited Report Revenues



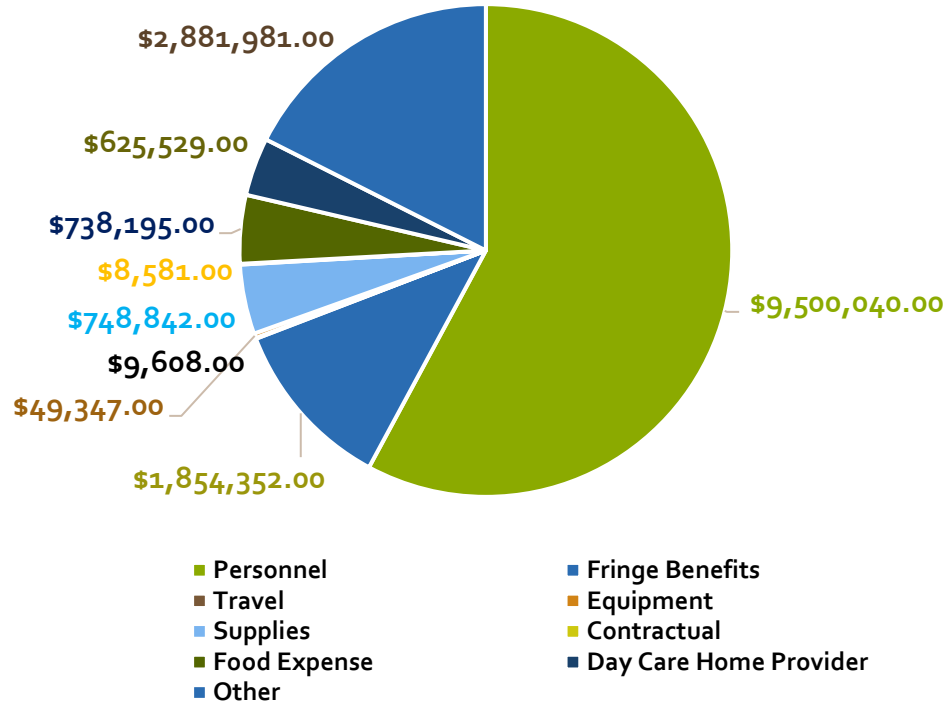
Fiscal

Fiscal Annual Unaudited Report Revenues



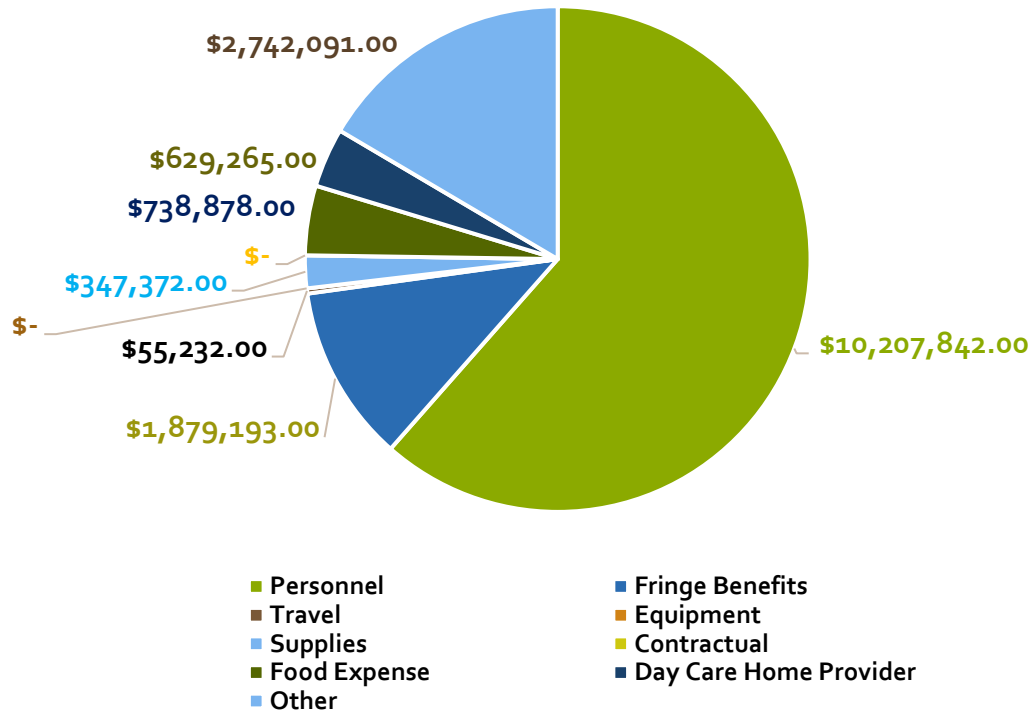
Fiscal

Feb. 2023-Jan. 2024 Total Expenditures - \$16,416,475



Fiscal

Proposed Budget Total Expenditures - \$16,599,873



Thank
You!



Children are our most valuable resource."
- Herbert Hoover

“

I'M A SUCCESS AND I KNOW WHY

MY MOTTO IS TO TRY, TRY , TRY

TO DO AND BE MY VERY BEST

THAT IS WHY, I'M A SUCCESS!

”

Dr. Sharon Small

Annual Report

Parent/Child Incorporated
of San Antonio & Bexar County



Dr. Sharon Small
Chief Executive Officer/HS/EHS Director
MEd, MA, PhD



"Growing San Antonio's Tomorrow...Today!"