

**Early Education and Care, Inc.  
2017-2018  
Annual Report**



## To Our Supporters

Dear Friends,

On behalf of the Board of Directors, Early Education and Care staff, and all of our families, I would like to say thank you for your kind and generous support that you have given to this agency. So many of you have volunteered in our classrooms and at our events. You have provided our children and families as community role models by reading stories, sharing your life stories, chaperoning field trips, fostering dreams, encouraging self-reliance, etc. Together, we are improving the lives of people in our community, embodying the spirit of hope and making our community a better place to live. Please contact me at [squinn@eekids.org](mailto:squinn@eekids.org) to learn more about the programs we offer.

Sincerely,

Sabara Quinn

## Our Mission

...“To provide quality comprehensive services that will enhance the overall development of children and families.”

### Guiding Principles

- Children First
- Mission Minded
- Quality Services
- Programs of Excellence



**Board of Directors**

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**Executive Leadership**

Sabara Quinn  
Executive Director

Janice Flowers  
Head Start Director

Bay Nguyen  
Finance Director

Lorraine Grimes  
Human Resources  
Director

Millie Tizol  
Training Director

## **OUR HISTORY**

Our organization has always promoted the optimum development and educational success of all children. In 1972, we opened the Bay County Day Care Center, Inc. to provide quality child care services to 20 disadvantaged preschoolers. The organization became an official agency of the United Way in 1976.

In 1983, we began administering child care subsidy dollars under the direction of the Department of Health and Rehabilitative Services, expanding to six surrounding counties. This change spurred the new name: Bay County Community Coordinated Child Care Council, Inc. That year, the agency also received a federal grant to operate the Head Start program.

Child abuse was headlined statewide in 1985 due to an undetected criminal record of a child care worker, and legislation was passed requiring criminal background screenings and training for child care center staff. To meet the training requirement, our agency became the training coordinating agency to child care workers in 14 surrounding counties in 1986. In 1988, the agency's name changed to Early Childhood Services, Inc. With the start of the School Readiness Act in 2001, and child care partnerships across the state were modified to become school readiness coalitions. The agency's name became Early Education and Care, Inc. in 2003.

During 2009, EEC received an Early Head Start Expansion Grant. The grant funds were used to serve 68 infants, toddlers and pregnant women in Bay and Franklin counties. This brought the total Head Start/Early Head Start enrollment to 591 children. EEC's Head Start program continues to work with children and families to help meet their needs and prepare their children to be ready to enter kindergarten and be successful.

## Head Start

Head Start is a nationally-recognized program serving children ages three to five years old from low-income families with developmental and educational opportunities, nutritious meals, medical, dental and mental health services. The program prepares children for school and provides activities to help them grow mentally, socially, emotionally and physically.

Early Head Start serves pregnant women, infants and toddlers up to age three, through a center or home-based choice. The center-based option allows the parents to work while their child is placed in an Early Head Start center, focusing on the child in a classroom setting. The home-based option focuses on the family and child in their own home environment.

EEC directly operates 11 Head Start and Early Head Start centers and partners with one community-based center in Bay and Franklin counties. Five of our centers have obtained national accreditation by the National Association for the Education of Young Children (NAEYC). Our NAEYC accredited centers are Bayou George, Chapman, Early Education at East Ave., Massalina and Vetter.



# 2017—2018 Enrollment & Service Head Start/Early Head Start

## Number Served

Families	616
Head Start Children	451
Early Head Start Children	264
Pregnant Women	27

## Early Head Start

100% of Poverty	83%
101-130% of Poverty	0%
Over Income	6%
Eligible Foster Care	1%
Eligible TANF/SSI	13%
Eligible Homelessness	3%

## Head Start

100% of Poverty	83%
101-130%	0%
Over Income	6%
Eligible Foster Care	1%
Eligible TANF/SSI	8%
Eligible-Homelessness	1%





## Family Engagement:

Head Start continues to focus on the importance of family engagement:



- From the very first meeting with the family, parents are offered the opportunity to be involved in their child’s Head Start experience. Parents provide information during the enrollment process and complete the initial Ages and Stages Social Emotional Questionnaire.
- Teachers conduct home visits and parent conferences throughout the school year in support of ongoing communication regarding the child’s growth and development and providing guidance for at-home activities.
- The Family Advocate partners with parents to create family partnership agreements by assessing family strengths, challenges, interest in continuing education/training, and program participation.
- Parent Involvement in program oversight and development continues through Parent Service Project (Parent Committee), Policy Council, Self-assessment, Community assessment, and HSAC.
- Workshops and training opportunities designed to meet the interest/needs identified by parents as well as required training components are offered throughout the pro-gram year. Events include: Parent Orientation, Health Readyfest, Reading Festivals, Lap-Sits, and Family Fun Nights.
- Family Involvement and help fighting obesity are encouraged through our sport pro-grams— T-Ball, Basketball and Soccer.
- Early Head Start home-based program provides 24 socializations each year to support family engagement in their children’s lives.



# Early Head Start

## Early Head Start Enrollment by age category at time of enrollment

- 27 Pregnant Women
- 69 Less than one year old
- 77 One year old
- 91 Two years old

## Head Start Enrollment by age category at time of enrollment

- 12 Two years old
- 212 Three years old
- 227 Four years old

## Additional Information

- 8% - Children with an Individual Family Support Plan (IFSP)
- 15% - Children with and Individual Education Plan (IEP)
- 15% - Head Start children were of Hispanic or Latin origin
- 26% of Early Head Start children and pregnant women were of Hispanic or Latin origin

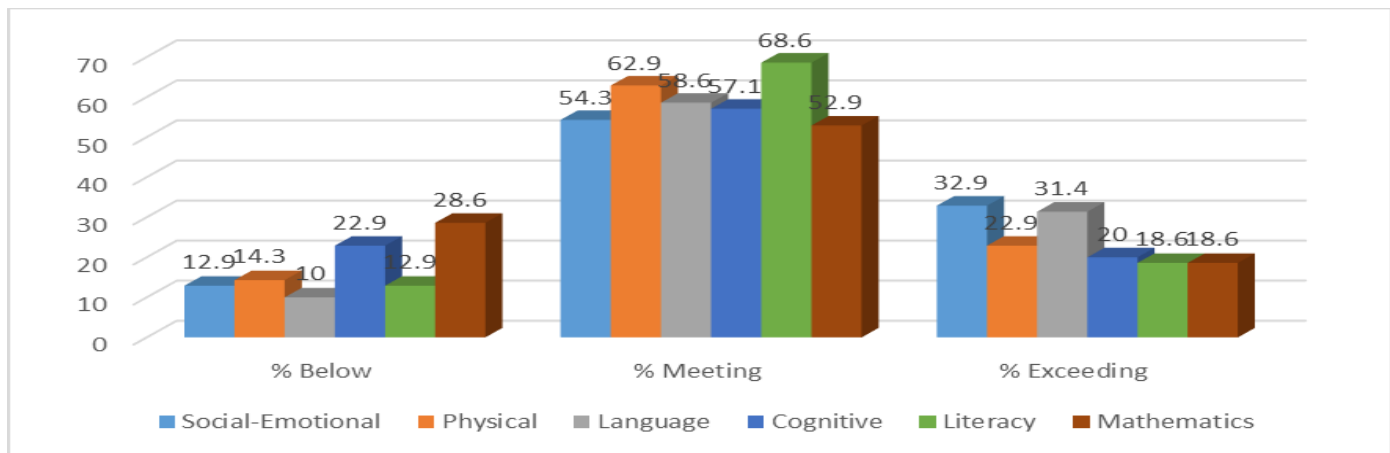
## Community Involvement:

- Volunteering is essential to the success of our Head Start program. We rely on the active participation of parents and others in the community to enhance the services of the program. Program volunteers include: parents, military personnel, students from local high schools, local police officers, firemen, school superintendents and many others.
- Health Services Advisory Committee volunteers includes doctors, nurses, social workers, and others in the community to ensure our program's policies promote children's health and a healthy lifestyle for our families.
- T-Ball and Soccer programs promotes community involvement by partnering with different leagues in our community to support transition from Head Start to the community for our families.
- Bay County Health Department and PanCare partner with Head Start to provide needed dental services to our children.
- Kissing Hands is held annually during Florida's Children's Week to help families and the community focus on issues affecting children and families in our state.
- Kidfest is a 25 year old event held as a celebration of children. Each year, approximately 100 local organizations gather to offer activities for children. The focus of the event is to provide information about developmentally appropriate educational experience for children and to help families find information about community services.
- During 2017 – 2018 Head Start had approximately 836 community volunteers.



# School Readiness

The most important goal of our early childhood curriculum, Creative Curriculum, is to help children become enthusiastic learners by encouraging them to be active and creative explorers who are not afraid to try out their ideas and to think their own thoughts. Our goal is to help children become independent, self-confident, inquisitive learners. We are teaching them how to learn, not just in preschool, but all throughout their lives. We are allowing them to learn at their own speed and in the ways that are best for them. We are fostering children with good habits and attitudes, particularly a positive sense of self, which will make a difference throughout their lives. Positive Behavior Support is used as a supplemental resource in our classrooms. Children are assessed using Teaching Strategies GOLD. GOLD is aligned with the Head Start Child Development and Early Learning Frame-work and the State of Florida’s Early Learning and Development Standards that promote positive outcomes in early childhood programs serving children birth to five.



## Teaching Strategies GOLD

- Overall gains (meeting or exceeding expatiations):
  - Social Emotional Domain —87%
  - Physical Development Domain —85%
  - Cognitive Domain —87%
  - Language Development—89%

# Training



EEC offers child care training courses for 18 counties throughout the Department of Children and Families' circuits 1, 2 & 14 which covers the Central Panhandle area. The Professional Development Institute coordinates state-mandated trainings allowing child care providers to earn their child care provider credentials. These credentials are mandated by the Department of Children and Families in order to work in a child care setting. Our Child Care Training offices are located in Panama City and in Mary Esther, FL.

## **2017-2018 Training Numbers:**

Courses Held: 172

Enrolled in Class: 1750

Instructor Hours: 1031

Exams Passed: 12307

# Financial Statement

**Early Education and Care, Inc.**  
**Un-Audited Financial Statements**  
**Year Ended June 30, 2018**

## Statement of Financial Position

## Statement of Activities

### Assets

Cash/Cash equivalents	4,333,803
Accounts Receivable	634,312
Prepaid Expenses	42,509
Property and Equipment	2,671,237
<b>Total Assets</b>	<b>7,681,862</b>

### Liabilities and Net Assets

Current Liabilities	914,791
Long Term Liabilities	17,258
<b>Total Liabilities</b>	<b>932,049</b>

### Net Assets

Unrestricted	4,283,488
Federal Funded Assets	2,112,148
Board Designated	162,918
Temporarily Restricted	191,259
<b>Total Net Assets</b>	<b>6,749,813</b>

### **Total Liabilities and Net Assets**

7,681,862

### Revenue and Support

Federal Funding	5,699,027
State Funding (Passed thru)	202,713
USDA Funding (Passed thru)	436,369
Local Funding/Donations	21,332
In-kind/Other Donation	671,289
United Way Donation	28,406
Parent Fees	218,327
Misc. Programs	209,214
Rent/Interest Income	67,786
Other Income	11,972
<b>Total Revenues</b>	<b>7,566,435</b>

### Expenditures

Program Services:	
Head Start/Early Head Start	5,958,962
Food Program	393,480
Other Programs	228,366
<b>Total Program Services</b>	<b>6,580,808</b>

### Other Costs:

Program Administration	148,670
Indirect Administration	410,912
Common Administration	252,396
Un-allocated costs	57,038
<b>Total Other Costs</b>	<b>869,016</b>

### **Total Expenses**

7,449,824



# Early Education and Care, Inc.

## Head Start Locations

Main Office  
450 Jenks Ave.  
Panama City, FL 32401  
850.872.7550  
1.800.768.8316  
[www.eeckids.org](http://www.eeckids.org)

Apalachicola Early Head Start  
350 Fred Meyers St.  
Apalachicola, FL  
850.653.2235

Bayou George Head Start &  
Early Head Start  
8332 Hudson Rd.  
Panama City, FL  
850.722.0200

Chapman Head Start &  
Early Head Start  
2928 E. 11th St.  
Panama City, FL  
850.914.6340

Early Education Head Start  
1215 N. East Ave.  
Panama City, FL  
850.747.5404

Franklin County Early  
Head Start  
162 Ave. E  
Apalachicola, FL  
850.653.3366

J.R. Arnold High  
Head Start & Early Head Start  
550 Alf Coleman Rd.  
Panama City Beach, FL  
850.263.3070

Massalina Head Start  
807 Frank Nelson Dr.  
Panama City, FL  
850.872.7561

Oscar Patterson Elementary School  
Head Start  
1025 Redwood Ave.  
Panama City, FL  
850.872.4675

Pana Villa  
Early Head Start  
1801 1/2 Flowers St.  
Panama City, FL  
850.481.1364

Rosenwald High School Head Start  
924 Bay Ave.  
Panama City, FL  
850.872.4580

Vetter Head Start & Early  
Head Start  
709 E. 7th Court  
Panama City, FL  
850.872.7560



## EARLY EDUCATION AND CARE, INC. STAFFING

### Administration

#### Executive Director

- IT Coordinator
- Organization and Resource Development Specialist
- Administrative/In-Kind Specialist
- Receptionist

#### Finance Director

- Accounts Payable/Receivable
- Payroll

#### Training/PDI Director

- Training Specialist
- Exam Coordinator

#### Human Resources Director

- Human Resources Assistant

### Head Start/Early Head Start

#### Head Start/EHS Director

- Operations Specialist
- Courier

#### Head Start/EHS Coordinator

- 5 – Education Specialists
- 6 – Center Directors
- 2 – Site Directors
- 1 – Assistant Center Director
- 1 – Center Receptionist
- 19 – Teachers
- 42 – Infant Toddler Caregivers
- 23 – Support Teachers
- 7 – Cooks

#### Parent Involvement/Mental Health Coordinator

#### Disability Coordinator

#### Health and Nutrition/USDA Coordinator

- Health Specialist
- Registered Nurse

#### HS/EHS Family Services Coordinator

- 1 – Family Services Specialist
- 13 – HS/EHS Family Advocates
- 3 – Home Visitors
- 1 – Information Support Specialist

#### Quality Assurance Coordinator

#### Facilities/Safety/Maintenance Coordinator

- 3 – Maintenance Workers
- Transportation Specialist
- 4 – Bus Monitors
- 4 – Bus Drivers

