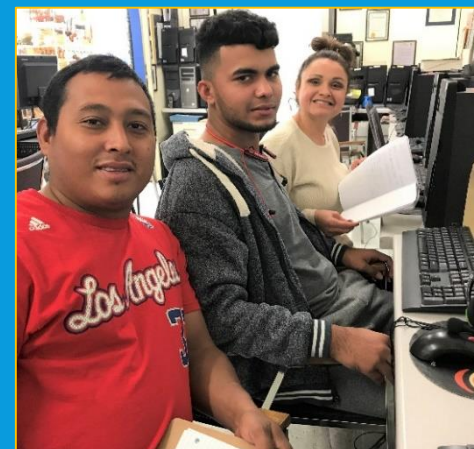




DCET'S 2018 ANNUAL REPORT



Literacy – Mentoring – Leadership – Community Programs



OUR VISION

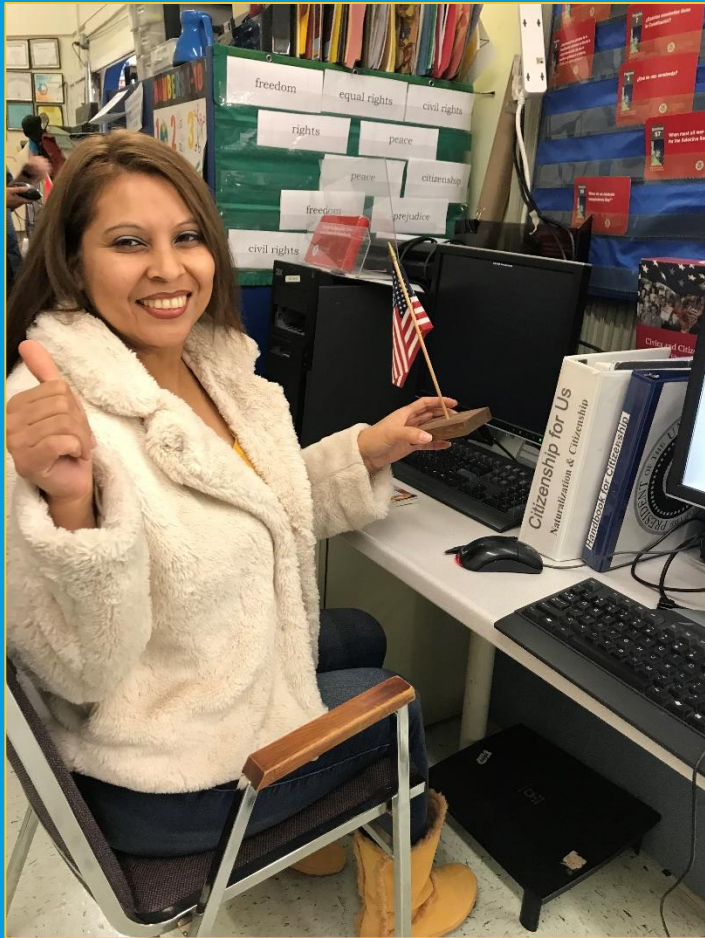


*We envision to create and duplicate Intergenerational Culturally sensitive Educational Literacy Initiatives through our **Community Learning Centers** (CCA's) (Centros Comunitarios de Aprendizaje)*

We envision have "Las Escuelitas" of DCET all over the nation while bringing together and serve, economically disadvantaged (in its majority Hispanic), immigrant families from the community

OUR MISSION

¡Si se Puede! Yes we can!



To assist immigrant, at-risk Hispanic/Latino youth and their families in their process of assimilation and acculturation and mentoring programs.

DCET serves as a bridge to help families to fully participate in the variety of health, human service and education programs available in order for them to become productive members of society.

3 Year Strategic Planning Process

Our Plan for 3 years is a tool which includes, planning & create the future while stimulating creative thinking in pro of EDUCATION. Our plan acts is an excellent public relations piece for investors as well as a blueprint for DCET's growth. An important benefit of the process is team building only nurtured by an inclusive process. Getting input from all segments of our organization we:

- **Improve communication.**
Increase everyone's investment in the organization.
- **Align values and beliefs'**
- **Solve organizational problems by looking at the whole picture.**



- **Anticipate obstacles.**
- **Develop a common vision**
- **We Provide a framework for day-to-day decisions.**
- **Create a marketing & investment piece.**

DCET IS MULTIGENERATIONAL

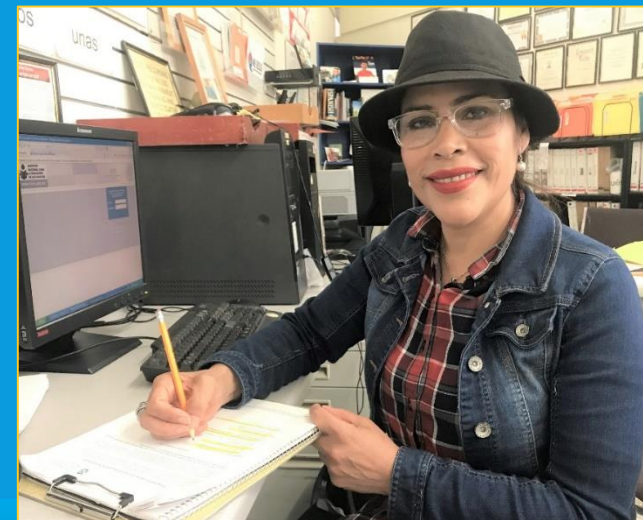
DEMOGRAPHICS

- 55% are female
- 45% are male
- 85% are Latinos from Mexico, Ecuador, Colombia, Chile & other countries
- 15% are African American, Caucasian, Asian, bi-racial or multi-racial



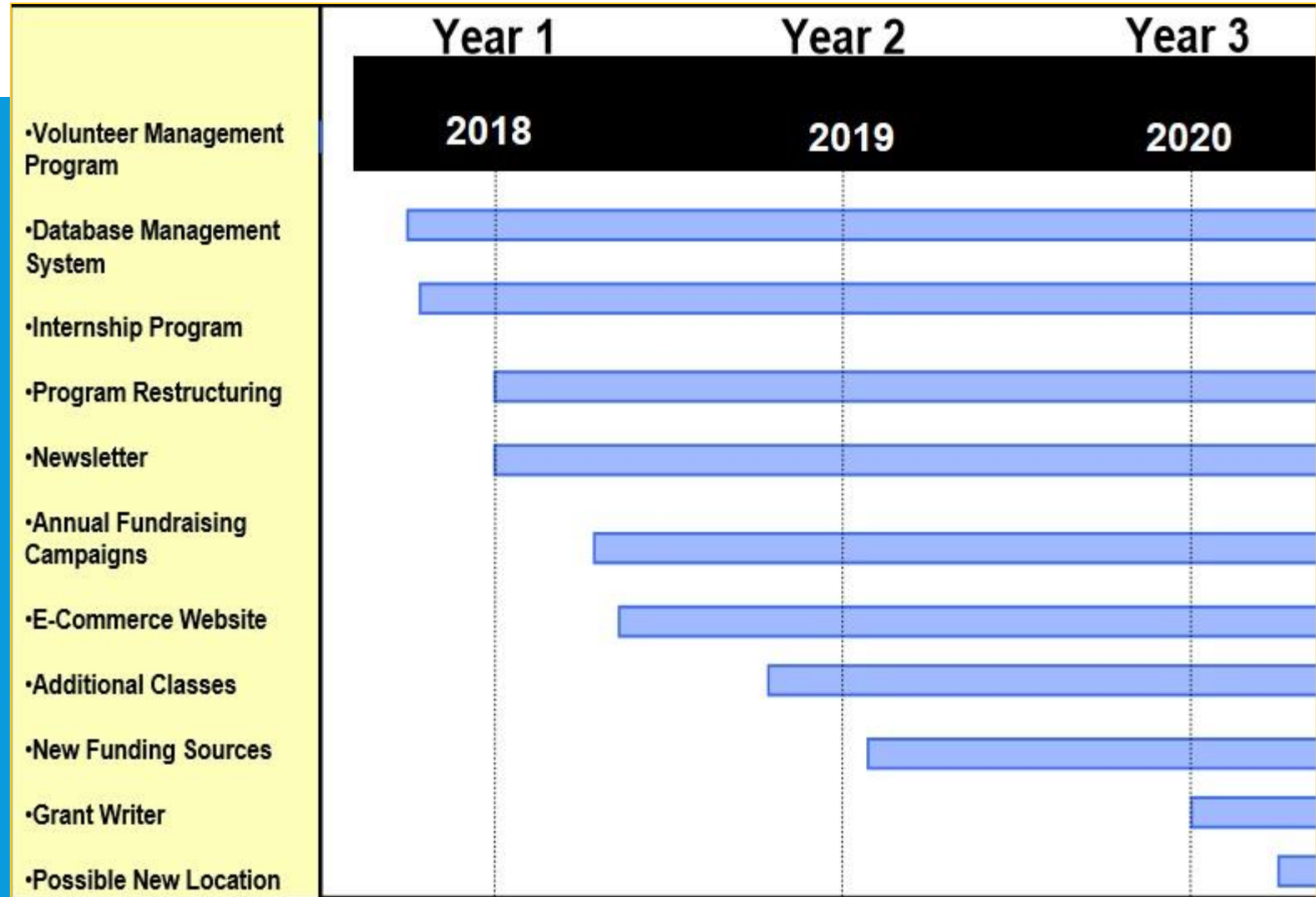
STATISTICS

- 8% are 56+
- 22% are 41-55years old
- 12% are 3-18 years old
- 58% are 19 – 40 years old



"La Escuelita" a ONE-STOP SHOP educational, cultural charitable community Learning center

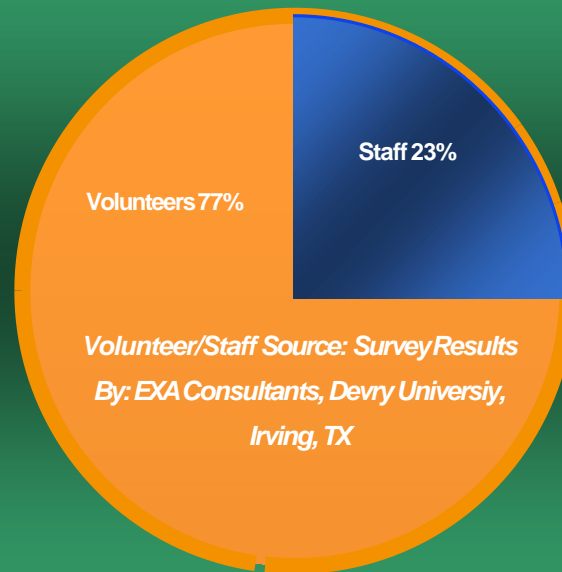
3 YEAR STRATEGIC TIMELINE



We use Microsoft Project to track the progress of our Strategic Plan

ADMINISTRATION & VOLUNTEERS

** 48 volunteers donated 5,093 hours of their time, skills and talent which represented a value of \$87,548.67, based on the value of \$17.19 per hour.*



** Values reflect a new data series released by the Bureau of Labor (Statistics in February of 2018)*

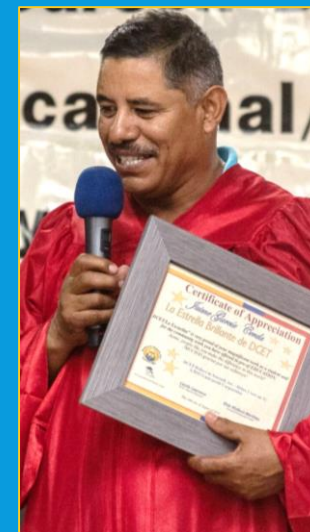
Our volunteers are the bread and butter of the organization. This year they have worked many hours with staff and have provided hundreds of invaluable hours with professionalism respecting the code of ethics and conduct of the organization. DCET's board of Directors guides and advises the Executive Director and while providing the fundraising plans to support the programs' expenses and administration.



BECOMING NEW CITIZENS OF THIS COUNTRY

The DCET new Citizens of the USA have an important mission

- To increase Civic Involvement
- 98% of our graduates become active voters
- DCET Mobilized an estimated 5,500 participants in community-led campaigns

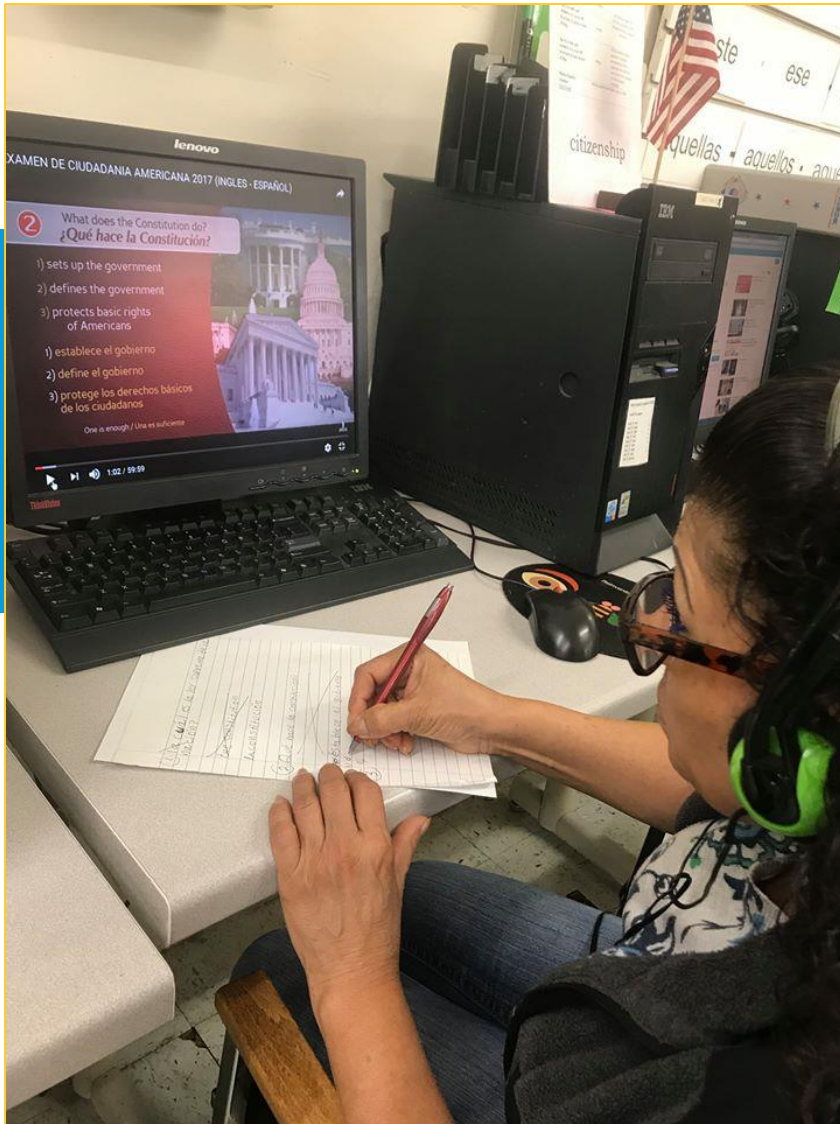


Our Citizenship students attend a 9 month class curricula which includes: English, Government, History and Civics

Citizens Classes at DCET Include

- HISTORY
- GOVERNMENT
- CIVICS
- ENGLISH

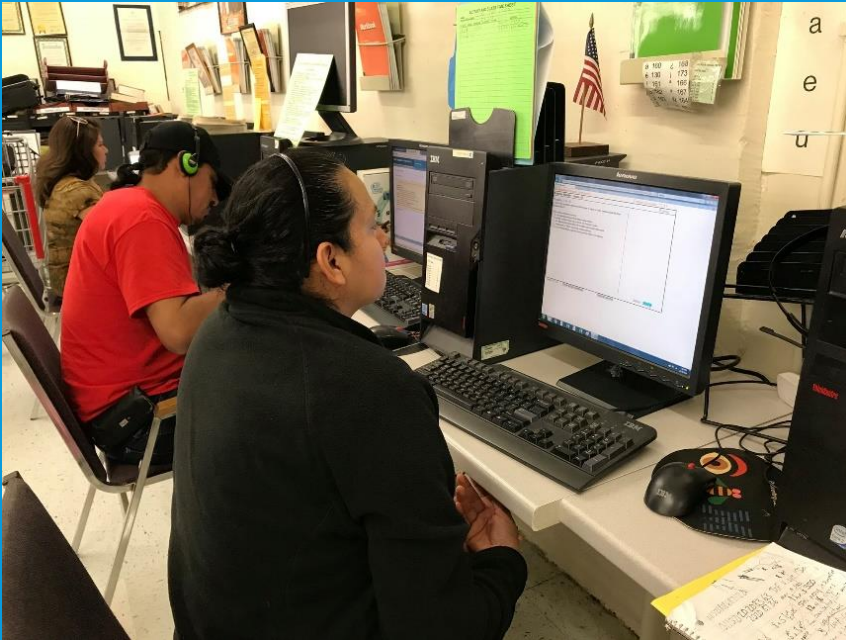
As for the **test**, United States **Citizenship** and Immigration Services, or USCIS, creates and administers the exam. It has two parts: a language section where applicants have to read, speak, and write in English, and a **civics** portion with 100 possible questions. Applicants are asked 10 of them and must get six right.



LITERACY PROGRAMS

**ESL • GED • Computer
Literacy • Spanish Literacy**

GED (GENERAL EDUCATION DIPLOMA)

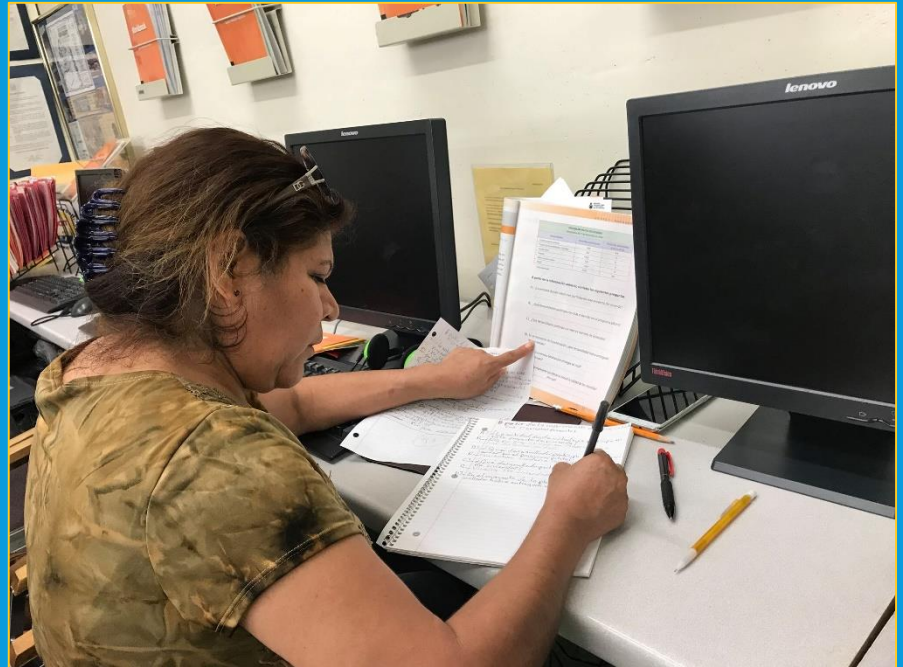


DCET prepares students for a high school equivalency diploma.

A personal study plan covers: **Language Arts, Math, Social Studies and Science**

Once students are prepared they will test at a GED Testing Service accredited by the TEA Texas Education Agency.

DCET INCREASES ENGLISH FLUENCY & LITERACY AMONG ADULTS



During 2018, 320 adult students enrolled in DCET's Literacy programs

(ESL) ENGLISH AS A SECOND LANGUAGE



DCET's "La Escuelita" in Irving is considered a CCA (Centro Comunitario de Aprendizaje) a Community Learning Center by the TEC of Monterrey University. ESL (English as a Second other language) is taught through the this university's curricula:

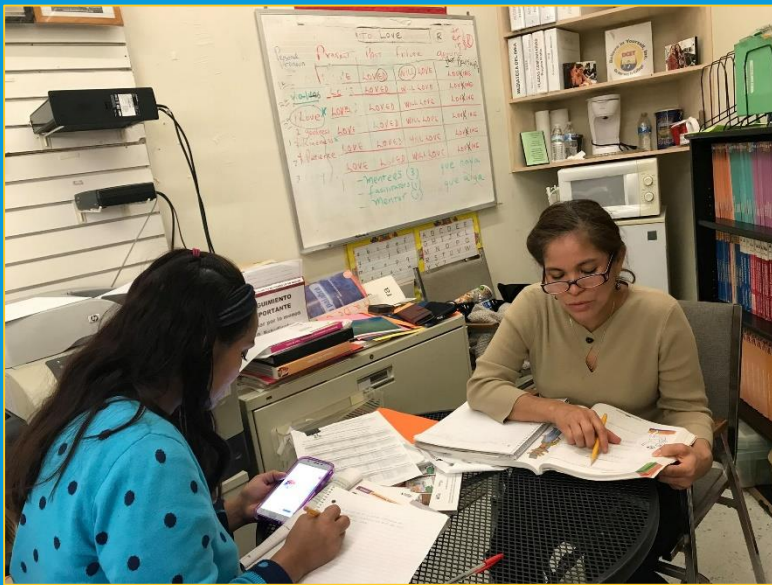
English Basic for Daily Life

La Escuelita de DCET/Debes Creer en Ti

Centro Comunitario de Aprendizaje



SPANISH LITERACY A 'PLAZAS COMUNITARIAS' PROGRAM ACCREDITED BY THE DEPARTMENT OF EDUCATION IN MEXICO



Alfabetización - Primaria - Secundaria - Prepa

PLAZAS COMUNITARIAS DFW



DCET's registered Spanish curricula includes:

- Elementary
- Jr. High School
- High School in Spanish



DCET Plaza Comunitaria de Irving, TX



COMMUNITY AND HEALTH PROGRAMS

Citizenship classes

Mentoring FAMA Program

CINCO DE MAYO Festival

YIC Prep-College Program

DCET's MENTORING PROGRAM

(FAMA) stands for Fine Arts Mentoring Amigos



- Self esteem
- Ethics
- Social skills
- Leadership
- Mentoring

**All Through dancing Mexican Folklorico,
singing and playing instruments!**

Fitness and Fun!

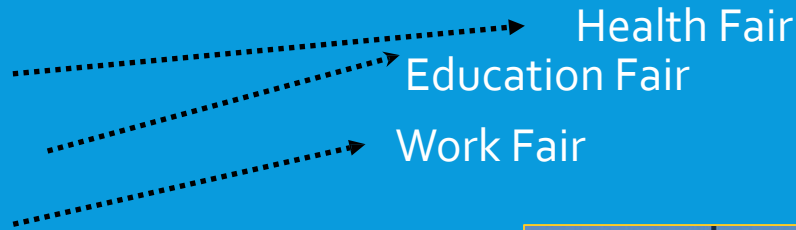
So far, 37 students on board - Two volunteer teachers - One volunteer Program Coordinator and one Parents' Coordinator

CINCO DE MAYO

MULTICULTURAL FESTIVAL & HEALTH/EDUCATION/JOB FAIR

Unrestricted funding to support DCET's Literacy Programs and help 4 High School Seniors going to College~

5,320 attendees in one day!



• Vendors - Diversity – Multiculturalism - ...and lots of fun!



CINCO DE MAYO FESTIVAL

OUTREACHING 5000+

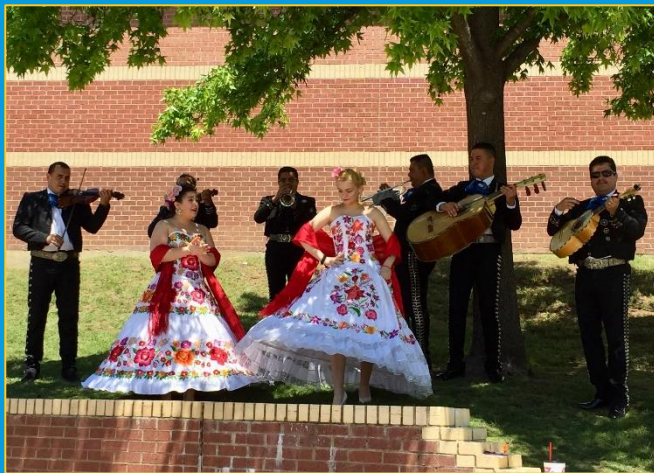
- 29 Years in Irving
- Health, Culture Education
- Volunteer Opportunities



Diversity



Vendors



Entertainment



...and lots of fun!



Multiculturalism



LITTLE MISS CINCO DE MAYO


LMC mission is to develop in girls a high self esteem while learning to develop social skills




Contestants learn to avoid racism while having fun and a sense of unity among their peers.




ZUMBA MASTER FITNESS CLASS A COMPONENT OF CINCO DE MAYO FESTIVAL



The poster features a woman in a white tank top and black pants performing a Zumba move. The background is a gradient of green, yellow, and pink. Logos for 'CINCO DE MAYO Multicultural Festival', 'ZUMBA fitness', 'DCET Believe in Yourself Inc.', and 'La Escuelita' are present. Text includes '5th MEGA', 'Benefiting those who cannot read and write English', 'Beneficiando la EDUCACIÓN', 'DCET/La Escuelita Primaria y Secundaria en Español y Clases GRATIS de Computación, Ciudadanía e Inglés.', '\$10.00 DONATION', 'Contribuya a la Educación y Salud, BAILANDO!!', 'ZUMBA is Health', and 'COORDINATOR: MAYTE LOPEZ'.

5th MEGA  **ZUMBA**
fitness
MASTER CLASS

Benefiting those who cannot read and write English

Beneficiando la EDUCACIÓN 

DCET/La Escuelita Primaria y Secundaria en Español y Clases **GRATIS** de Computación, Ciudadanía e Inglés.

\$10.00 DONATION Contribuya a la Educación y Salud, **BAILANDO!!**

ZUMBA is Health

COORDINATOR: MAYTE LOPEZ

This health presentation in a fundraising component of our CINCO Festival

Our 2018 YIC Youth In College Fundraising Musical Conference benefiting EDUCATION a REAL SUCCESS!



A Drugs and Alcohol Prevention
Musical Conference with
TONY MELENDEZ
Raised \$5,081.00
Benefiting
FREE EDUCATION



HIGH SCHOOL JUNIOR AND SENIOR STUDENTS GOING TO COLLEGE!

Interns Help Manage DCET by Excellence Through our *(Youth in College Program)*

- Update our students' database
- Manage accountability for performance
- Computer Updates and Scan Disk
- Clerical & Administration Services



*During school cycle 2018–19
13 Interns performed 1,020 hours of
community service at DCET!*

COOPERATION - COLLABORATION COMMUNICATION

- City of Irving (In Kind 5 de Mayo, \$8,000.00)
- Irving School District (\$600.00)
- SHARE TANK \$3,500
- Media (\$15,000.00 Pro-bono PSA's)
- Savers Cost Plus (\$12,000 in kind rent and utilities)
- Other Individual Donations (\$4,500)
- IME BECAS \$5,000



**DCET and its partnerships
with Media, Foundations,
Corporations, Teachers**

IME BECAS



Stipends for facilitators and Scholarships for students from the Federal Government of Mexico. IME stands for El Instituto de los Mexicanos en el Exterior (IME) We received 2 Federal grants for 2018: \$5,000 and 2019: \$1,900

IME BECAS 2018-19



Students enrolled in Spanish Basic Literacy, Elementary, Jr. High School and GED courses are eligible for Scholarships IME BECAS



IT'S ALL ABOUT PARTNERSHIP!



- We value our Literacy partners who help achieve a successful community involvement..
- Our Partnerships initiatives create successful and productive members of society.
- We are grateful to everybody who helps expand our services of our **Community Learning Center "La Escuelita"** (The little school).

Teachers, Students, Sponsors!



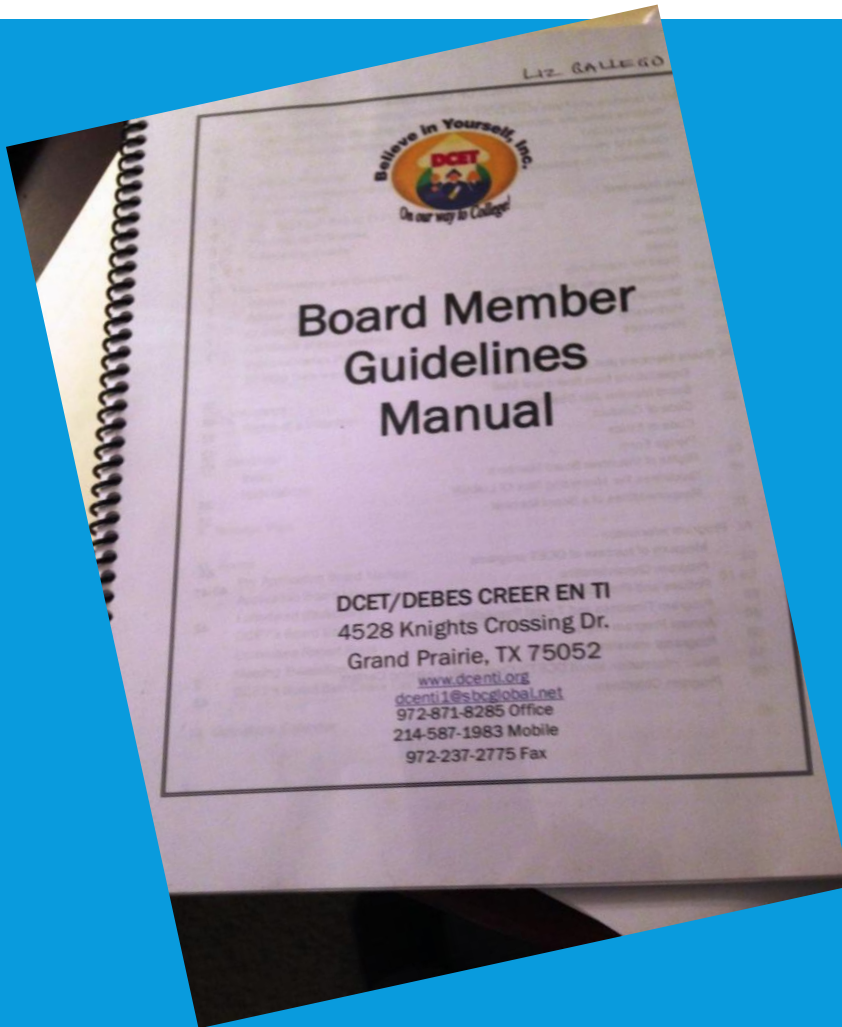
ADMINISTRATION INITIATIVES

Our **CA** form “**Contenido de Avances**” (Advancement Sheet) is a one page sheet outlining the progress of each student’s performance for the PLAZAS COMUNITARIAS curricula (Basic Literacy, Elementary and Jr. High School courses in Spanish).

It is a usefull form that allows us to immediately learn about the advancement of the student’s modules.

Our **DPR (Daily Progress Report)** let’s us learn about the daily activities at the Learning Center. From number of students attending that day, to administration

BOARD INITIATIVES



Our **Board Member Guidelines Manual** includes:

- I. Board of Directors and Facts about DCET
- II. Case Statement
- III. Board Members and Staff responsibilities
- IV. Elections
- V. Forms
- VI. Fundraising/Financial
- VII. Legal Documents and Guidelines
- VIII. Operations Calendar
- IX. Program Information
- X. Standing Committees and ADHOC
- XI. Strategic Plan
- XII. Volunteers

OUR WONDERFUL VOLUNTEER STAFF



The bread and butter of DCET

STANDARDS OF EXCELLENCE AT DCET

- State of the Art Technology
- On line certified curricula
- IBM Servers
- IBM laser printers
- IBM power point projectors
- Techsoup.org (Software donations)
- -Pre/Post Testing
- -Multilevel teaching
- -Lesson Planning
- -Program Evaluation
- -Life Skills training



MOTIVATION, REWARDS AND RESULTS

A real team of real leaders!

- 1 Volunteer Program Manager
- 4 Volunteer teachers
- 18 Community Volunteers
- 120 students enrolled 2017-18
- 1 Volunteer Executive Director
- 1 Volunteer Accounting Clerk
- 5 DCET Board members



SPONSORS THANK YOU FOR SUPPORTING EDUCATION



FINANCIAL AND OPERATIONAL STABILITY

- Audited Financial Statements
- Finance Committee supervision
- On time bank reconciliations
- Quick Books Pro categorized Restricted Funds by Class

Marilou Martinez Stevens
MMS
C.P.A. & Associates, P.C.

Certified Public Accountant

CORPORATE OFFICE:
1200 Summit Avenue
Suite 410
Fort Worth, TX 76102
Tel 817-315-1448
Fax 817-315-1678
E-mail: marilou@mmscpa.net

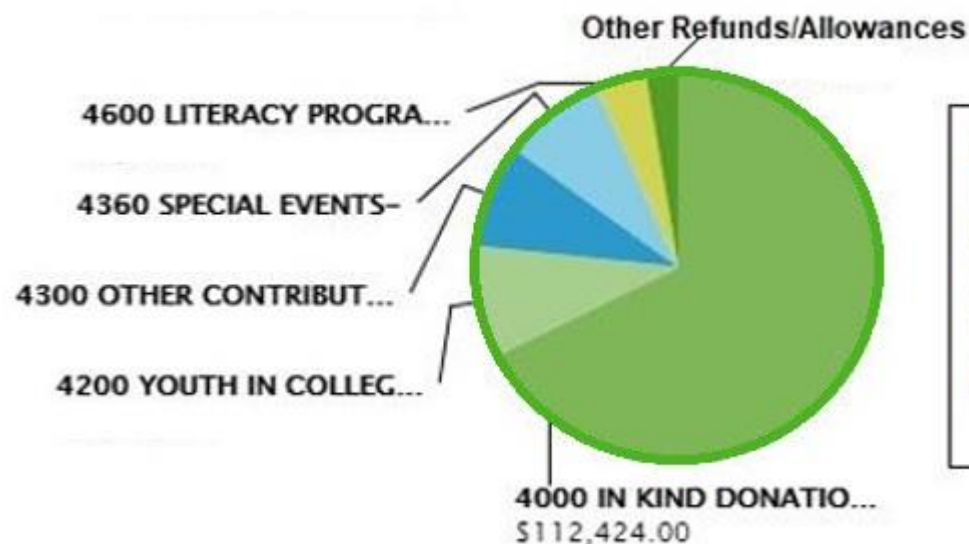
INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees of
DCET/Believe in Yourself

We have audited the accompanying statement of financial position of DCET/Believe in Yourself (a 501(c)(3) nonprofit organization) as of December 31, 2005, and the related statements of activities and cash flows for the year then ended. These financial statements are the responsibility of the Organization's management. Our responsibility is to express an opinion on these financial statements based on our audit.

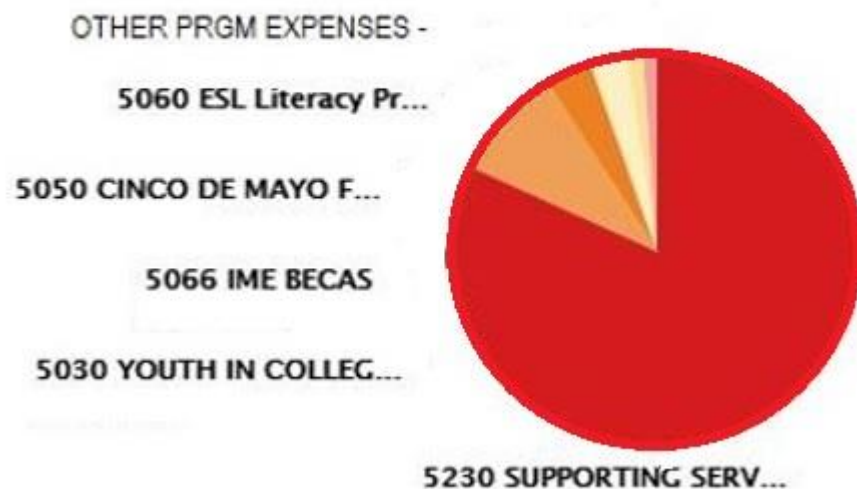


Income 2018



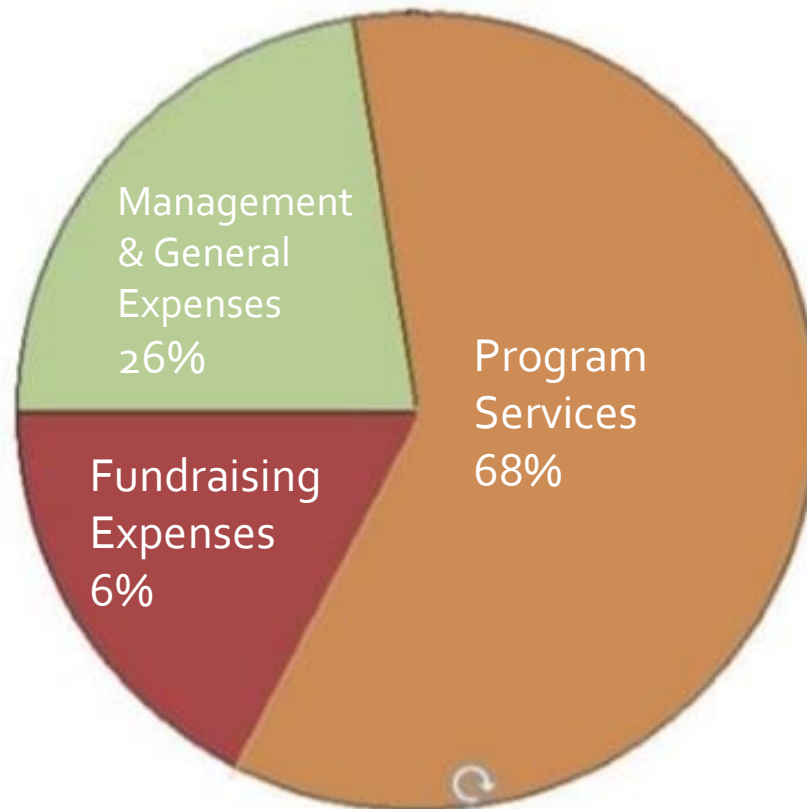
4000 - IN KIND DONATIONS	-	67.54%	\$112,424.00
4360 - SPECIAL EVENTS	-	8.15%	13,570.00
4600 - LITERACY PROGRAMS	-	4.01%	6,670.00
4300 - OTHER CONTRIBUTIONS	-	8.55%	14,233.00
4200 - YOUTH IN COLLEGE PREF	-	9.19%	15,292.65
OTHERS - Refunds and allowances	-	2.56%	4,269.69
TOTALS:			\$166,460.12

Expenses 2018



5230 - SUPP. PROGRAM EXPNS.	82.03%	\$134,790.64
OTHER PRGM EXPENSES -	1.10%	1,807.47
5060 - LITERACY PRGM EXPNS.	1.27%	2,079.75
5050 - SPECIAL EVENTS (CINCO MAYO)	2.87%	4,710.40
5066 - IME BECAS	3.65%	6,000.00
5030 - YOUTH IN COLLEGE PRGM	9.08%	14,921.56
TOTALS:		\$164,309.82

Statement of Functional Expenses 2018



Program Services



Management & general Expenses



Fundraising Expenses



MEASURED OUTCOMES AND EVALUATION

- **Google AIRTABLE Database Management system**

- ✓ Students
- ✓ Volunteers
- ✓ Donors
- ✓ Special Events



- **Accountability for Performance**

- ✓ DPR (Daily Progress Reports)
- ✓ Students' Attendance Monthly Reports
- ✓ Service Evaluations by students and Teachers

DCET brings productive members of society Students at DCET are prepared for the workforce while receiving skills training and placement services.

Higher Skills, Better Employment!

ACCOUNTABILITY FOR PERFORMANCE

- Daily **Sign in sheets** from each class
- Each program has a **progress reports**
- **Best Plus Testing**
- **SASA Accreditation**



CLASS	STUDENT	HRS	CURRICULA	STUDENT'S ADVANCEMENT	NOTES:
ESL	Jesús Rodríguez Luis Gutiérrez Pedro Sánchez	2:00-4:30	TEC of Monterrey Basic Skills for Life	Unit 3	
COMPUTER LITERACY	Rigoberto Acosta Santos González Ma. Paulina Portillo	12-2pm 12-2pm 12-2pm	PSM - Para Soltar la Mano (1) IMC - Introducción al Mundo Computacional (2) CBC - Conexión (3) HBI - Habilidades Básicas de Informática (4) JCL - Jan's computer Literacy	DATE: July 17, 2018	
PLACOM	Orbelina Gómez	3:30-6:00	Modelo Educativo Mexi - Primaria	"Vamos a conocernos"	
CITIZENSHIP	Clemente Rangel	12:00-3:00	100 Question Of Citizenship	Ejercicios de lectura-escritura	
GED	Fidelina Guardado Luisa Rivas Catherine Hernandez	12:00-2:00 12:00-2:00 2:00-4:00	www.gedonline.org www.gedonline.org www.gedonline.org	100 questions practice and interview How to fill it up Form N-400	
IN TAKE MANAGEMENT	1 Sales/Information Classes (NN to sign visitors book) 1 Re-Enrollments 07 Transferred folders to Students' Database 07 Calls to (updates) students Accountability for Performance COPIES FAX SCANS Use of the Internet/or computer (no student) Deposit DCET Account Print DPR / emailed DPR AARP Timesheet STUDENT Evaluations 8 TOTAL Students today E-mails resent to ED				MAIL FROM:
DATABASE (Online) (Airtable)	Updates Add new students Add new students				MAIL TO:
SASA System	Graded test <input checked="" type="checkbox"/> Printed Module <u>Primaria</u> <u>Secundaria</u> <u>Test</u>				DONATIONS:
ED Reports/FUP's	Jennifer Melendez				Copies:
STUDENT'S ABSENT:	Susana Escobar came to do volunteer time from 12:00 to 3:00				Use of computers: \$
INTERNS & VOLUNTEERS:	Trash <input checked="" type="checkbox"/> Dusted <input checked="" type="checkbox"/> Cleaned around computers <input checked="" type="checkbox"/> Floor Waxed by Savers <input checked="" type="checkbox"/>				Water: \$
MAINTENANCE:					BANK DEPOSIT: \$
OTHERS: (Messages, Visitors, etc.)					Programs: \$
FACILITATOR:	Ma Del Carmen Aguirre				CINCO: \$
SUPERVISOR:	Elva Wallace-Martinez				

Our **DCET Daily Progress Report** highlights everyday the following activities:

1. Class, amount of students by category, class hours, Curricula, students' advancement and notes.
2. Also Reports on the Administration, Messages, and Interns and Volunteers assisting.

NAME	ADDRESS	DOB	A. BURL.	A. COUR.	A. NATIONAL.	A. NOTES
Varela River Ben Lucido	3222 Wilcox Circle Apt 154 Irving TX 75061	10/21/1960	ESL	Spanish	Spanish	8/14/18 ending ESL at HLC welcome book for GED internet pass...
Quintana Carlos	3224 Cross Country Tr Irving TX 75061	8/1/1975	ESL	Spanish	Spanish	8/14/18 ending ESL at HLC welcome book for GED internet pass...
Varela River Ben Lucido	3224 Cross Country Tr Irving TX 75061	8/1/1975	ESL	Spanish	Spanish	8/14/18 ending ESL at HLC welcome book for GED internet pass...
Varela River Ben Lucido	3224 Cross Country Tr Irving TX 75061	8/1/1975	ESL	Spanish	Spanish	8/14/18 ending ESL at HLC welcome book for GED internet pass...
Varela River Ben Lucido	3224 Cross Country Tr Irving TX 75061	8/1/1975	ESL	Spanish	Spanish	8/14/18 ending ESL at HLC welcome book for GED internet pass...

ENGLISH AND SPANISH COMPUTER LITERACY THROUGH TECHNOLOGY

DCET is a CCA Community Learning Center and a PLAZA COMUNITARIA from the Mexican Department of Education



Standards of Excellence at DCET!



FUNDRAISING & MARKETING THROUGH SOCIAL MEDIA

twitter



YouTube

<http://assistdcetliteracyprograms.eventbrite.com/>

<http://www.firstgiving.com/elviawallacemartinez>

<http://www.youtube.com/elviawallacemartinez>

<https://greatnonprofits.org/org/debes-creer-en-ti>

<https://www.facebook.com/laescuelitadedcet/>



STRATEGIC PARTNERSHIP EXPERIENCE



23 Years of serving the
community with pride and
excellence based upon the
Malcolm Baldrige Criteria



NETWORKING AND TRAINING



*We appreciate your time in viewing our 2018-19
Annual Report!*

Si se Puede!

Yes we can!

THANK YOU VERY MUCH FOR THIS YEAR'S 2018 BLESSINGS!



BOARD OF DIRECTORS OF DCET



Elvia (Nina)
Wallace-Martinez
*Founder and Fundraising
Committee*



Felipe Lezama
*Secretary and IT
Committee*



Carole Lawrence
*Treasurer and Finance
Committee Director*



Otto Gonzalez
*Marketing and Public
Relations Committee*



Mirna Algarin
*Literacy Programs
Committee*



Liz Gallego
*Mentoring Cultural Programs
Committee*

iGracias!