



Interoffice Memorandum

March 2, 2020

AGENDA ITEM

TO: Mayor Jerry L. Demings
-AND-
Board of County Commissioners

THRU: Lonnie C. Bell, Jr., Director
Community and Family Services Department 

FROM: Sonya L. Hill, Manager
Head Start Division
Contact: Khadija Pirzadeh, (407) 836-8912
Sonya Hill, (407) 836-7409

SUBJECT: **Consent Agenda Item – March 24, 2020**
Filing of Head Start Policy Council Program Information and Updates
for the Official County Record

The Head Start Division requests filing of the program information and updates and meeting minutes for the official county record:

Head Start Policy Council Program Information and Updates February 2020
Head Start Policy Council Meeting Minutes January 16, 2020

ACTION REQUESTED: Receipt and filing of Head Start Policy Council Program Information and Updates February 2020 and Head Start Policy Council Meeting Minutes January 16, 2020 for the official county record.

SH/kp:jam

Attachment

- c: Randy Singh, Deputy County Administrator
- Cristina Berrios, Assistant County Attorney, County Attorney's Office
- John Petrelli, Director, Risk Management and Professional Standards
- Yolanda S. Brown, Manager, Fiscal Division, Family Services Department
- Jamille Clemens, Grants Supervisor, Finance Division
- Nanette Melo, Assistant Manager, Office of Management and Budget
- Auria Oliver, Management and Budget Advisor, Office of Management and Budget



Lonnie C. Bell Jr.
Director, Community & Family
Services

Orange County Government

HEAD START

POLICY COUNCIL

PROGRAM

INFORMATION & UPDATES



Sonya L. Hill
Head Start Division Manager

HAPPY BLACK HISTORY MONTH



FEBRUARY 2020



**Orange County
Community & Family Services Department
Head Start Division**



**POLICY COUNCIL
MEETING**

Who: Policy Council Members

Date: THURSDAY, FEBRUARY 27, 2020

Time: 6:30 p.m.

**Location: Great Oaks Village Dining Hall
1768 E. Michigan Street
Orlando, FL 32806**

Child Care Provided
Children's snacks provided

*Sandra Moore:
407-836-8913 (8am-5pm)
Email Sandra.moore2@ocfl.net*

See you there!



AGENDA

Orange County Government ● Head Start Policy Council ● GOV Dining Hall
1768 E. Michigan Street, Orlando, FL 32806
February 27, 2020 ● 6:30 p.m.

1. *Call to Order – Chairperson*
2. *Roll Call – Secretary*
3. *Adoption of Agenda*
4. *Secretary Report*
 - a. *Review of Minutes from January 16, 2020*
5. Human Resources Report
6. Budget Report
7. Status of Board of County Commissioners Agenda Items
8. Commissioner/Commissioner's Liaison Report- Commissioner Victoria Siplin
9. Head Start Division Manager's Report – Sonya Hill, Head Start Division Manager
10. Service Area Reports:

PFCE, Nutrition, Education, Mental Health & Disabilities
11. Old Business
 - a. Sea World Pre-School Pass
 - b. Orlando Science Center
12. New Business
 - a. Motherhood Engagement
 - b. ACF-IM-HS-20-01
 - c. ACF-PI-HS-20-01
13. Public Comment
14. Adjourn

**Head Start Policy Council
Human Resources Committee
January 2020 Actions**

I. Pending Approval for hire

Job Title	Candidate's Name

II. Termination from employment (Involuntarily)

Job Title	Reason	Employee's Name
Technician On Call	End Temporary Employment	Heena Patel

III. Separation from employment (Voluntarily)

Job Title	Reason	Employee's Name
Teacher	Health Reasons	Liesel Reinersman
Teacher	Another Job	Shantra Milton

IV. Current Head Start Openings – As of 02/13/2020

Job Title	Number of Positions	Potential Candidates in process for hire
Family Services Worker	3	
Licensed Practical Nurse	2	
Maintenance Technician	2	
Registered Nurse	1	
Program Manager	1	
Teacher Assistant	7	
Teacher	5	
Business Unit System Analyst	1	
Head Start Field Ops Supervisor	1	

Head Start Budget Summary January 2020

Head Start Budget Summary

Below is a statement of financial activity (or an expense sheet). This summarizes all the financial spending over a period of time. In the example below, we are looking at spending on a monthly basis. This report gives the council an understanding of Orange County Head Start's financial health. The accompanying reports are the details in which the summary is created.

Unit Name	Current Budget 2019 - 2020	OCT	NOV	DEC	JAN	Encumbered	TOTAL Budget YTD	BALANCE	TOTAL YTD
7521 - ADMINISTRATION	\$1,362,481	\$58,534	\$114,767	\$134,515	\$84,265	\$11,651	\$392,081	\$958,748	30%
7522 - OPERATIONS	\$11,173,008	\$617,469	\$1,079,428	\$1,616,168	\$862,187	\$154,490	\$4,175,253	\$6,843,265	31%
7523 - USDA ADMINISTRATION	\$191,621	\$9,305	\$15,162	\$19,755	\$13,418	\$0.00	\$57,640	\$136,061	30%
7524 - USDA OPERATIONS	\$1,808,765	\$12,646	\$31,679	\$164,247	\$207,221	\$841,578	\$415,793	\$549,313	70%
7525 - TRAINING	\$156,870	\$190	\$2,260	\$33,986	\$13,644	\$0	\$50,050	\$106,819	32%
7526 - DISABILITIES	\$401,455	\$58,041	\$34,154	\$41,468	\$30,781	\$51,209	\$127,410	\$222,835	44%
7527 - HEALTH AND DENTAL	\$284,050	\$7,731	\$16,584	\$17,297	\$10,841	\$0.00	\$52,456	\$231,594	18%
7528 - PCFE	\$1,779,061	\$82,345	\$135,259	\$194,148	\$114,768	\$0.00	\$526,520	\$1,252,541	30%

ADMINISTRATION 7000-062-7521

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	ENCUMB ERED	ERED AMOUNT	TOTAL YTD	BALANCE	BUDGET USED
1120	2FA	REGULAR SALARIES and WAGES	795,653.00	42,129.11	61,374.35	92,064.54	60,054.60	.00	.00	255,622.60	540,030.40	32.13
1130	2FA	OTHER SALARIES and WAGES	20,000.00	52.16	2,188.61	2,830.91	1,551.47	.00	.00	6,623.15	13,376.85	33.12
1140	2FA	OVERTIME	5,000.00	606.28	1,409.80	698.09	300.28	.00	.00	3,014.45	1,985.55	60.29
2110	2FA	FICA TAXES	60,867.00	3,062.68	4,680.95	6,897.18	4,481.73	.00	.00	19,122.54	41,744.46	31.42
2120	2FA	RETIREMENT CONTRIBUTION	67,392.00	3,619.70	5,317.53	7,856.43	5,111.93	.00	.00	21,905.59	45,486.41	32.50
2130	2FA	LIFE and HEALTH INSURANCE	217,600.00	9,064.37	12,557.68	19,311.55	13,507.74	.00	.00	54,441.34	163,158.66	25.02
2131	2FA	HSA/FSA CONTRIBUTION	.00	.00	.00	4,250.00	-4,250.00	.00	.00	.00	.00	.00
2200	2FA	PAYMENTS TO OPEB TRUST	6,499.00	.00	.00	.00	.00	.00	.00	.00	6,499.00	.00
3125	2FB	INDIRECT COSTS	106,329.00	.00	.00	.00	.00	.00	.00	.00	106,329.00	.00
3179	2FC	CONTRACT SVC EMPLOY AGENT	15,000.00	.00	.00	.00	701.22	.00	6,490.78	701.22	7,808.00	47.95
3410	2FC	LOCAL TRAVEL	5,800.00	.00	.00	86.53	410.26	.00	.00	496.79	5,303.21	8.57
3510	2FC	POSTAGE and MESSENGER SVCS	200.00	.00	.00	.00	.00	.00	.00	.00	200.00	.00
3530	2FC	TOLL CHARGES	300.00	.00	.00	.00	.00	.00	.00	.00	300.00	.00
3610	2FC	RENTAL OF EQUIPMENT	8,000.00	.00	345.51	.00	235.57	.00	2,245.76	581.08	5,173.16	35.34
3720	2FC	COMMUNICATIONS	5,000.00	.00	.00	.00	808.70	.00	.00	808.70	4,191.30	16.17
3820	2FC	MAINTENANCE OF EQUIPMENT	3,500.00	.00	557.16	.00	319.26	.00	2,914.83	876.42	-291.25	108.32
3910	2FC	GRAPHIC REPROD SVCS	500.00	.00	.00	.00	.00	.00	.00	.00	500.00	.00
4010	2FC	DUES and MEMBERSHIPS	8,000.00	.00	6,144.00	.00	.00	.00	.00	6,144.00	1,856.00	76.80
4020	2FC	BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS	50.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
4110	2FC	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	8,000.00	.00	.00	494.80	895.07	.00	.00	1,389.87	6,610.13	17.37
4115	2FC	MISCELLANEOUS OPERATING SUPPLIES	2,000.00	.00	.00	24.98	25.45	.00	.00	50.43	1,949.57	2.52
4121	2FC	COMPUTER EQUIPMENT LESS THAN \$500	50.00	.00	.00	.00	112.38	.00	.00	112.38	-62.38	224.76
4123	2FC	EQUIPMENT LESS THAN \$1000	4,000.00	.00	.00	.00	.00	.00	.00	.00	4,000.00	.00
4412	2FC	PROMOTIONAL EXPENSES	50.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
4418	2FC	EDUCATIONAL ASSISTANCE PROGRAM	500.00	.00	.00	.00	.00	.00	.00	.00	500.00	.00
4422	2FC	SCHOLARSHIPS,AWARDS,BENEF	2,000.00	.00	.00	.00	.00	.00	.00	.00	2,000.00	.00
4482	2FG	SELF INS-PROP CASUALTY	20,191.00	.00	20,191.00	.00	.00	.00	.00	20,191.00	.00	100.00
			1,362,481.00	58,534.30	114,766.59	134,515.01	84,265.66	.00	11,651.37	392,081.56	958,748.07	29.63

OPERATIONS 7000-062-7522

APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	ENCUMB ERED	ED AMOUNT	TOTAL YTD	BALANCE	BUDGET USED
2FE	REGULAR SALARIES and WAGES	6,374,512.00	412,027.79	591,225.49	891,329.56	581,127.54	.00	.00	2,475,710.38	3,898,801.62	38.84
2FE	OTHER SALARIES and WAGES	16,575.00	9,056.94	11,266.95	9,391.23	5,538.11	.00	.00	35,253.23	-18,678.23	212.69
2FE	OVERTIME	10,000.00	2,662.62	5,600.93	6,562.78	2,587.65	.00	.00	17,413.98	-7,413.98	174.14
2FE	FICA TAXES	487,650.00	31,057.91	44,619.57	66,451.78	43,818.36	.00	.00	185,947.62	301,702.38	38.13
2FE	RETIREMENT CONTRIBUTION	540,234.00	35,341.32	50,947.51	76,670.99	49,354.18	.00	.00	212,314.00	327,920.00	39.30
2FE	LIFE and HEALTH INSURANCE	2,484,504.00	102,364.32	148,568.33	228,847.04	172,495.94	.00	.00	652,275.63	1,832,228.37	26.25
2FE	HSA/FSA CONTRIBUTION	.00	.00	.00	95,500.00	-95,500.00	.00	.00	.00	.00	.00
2FE	PAYMENTS TO OPEB TRUST	90,168.00	.00	.00	.00	.00	.00	.00	.00	90,168.00	.00
2FF	PAYMENTS TO OTHER	12,000.00	.00	145.25	54.72	1,162.64	.00	7,918.75	1,362.61	2,718.64	77.34
2FF	JANITORIAL SVC and SUPPLY	12,300.00	1,295.46	647.73	647.73	647.73	.00	.00	3,238.65	9,061.35	26.33
2FF	SOFTWARE LICENSING SUPPORT FEE	45,300.00	.00	.00	19,239.11	.00	.00	.00	19,239.11	26,060.89	42.47
2FF	CONTRACTUAL SERVICES NOT	5,500.00	.00	1,743.50	.00	7,104.34	.00	24,814.17	8,847.84	-28,162.01	612.04
2FF	OTHER INSURANCE and BONDS	13,000.00	.00	9,523.00	54.00	.00	.00	.00	9,577.00	3,423.00	73.67
2FF	LOCAL TRAVEL	12,000.00	.00	.00	1,419.08	832.74	.00	.00	2,251.82	9,748.18	18.77
2FF	MOVING EXPENSE-CO ASSETS	10,000.00	.00	.00	.00	.00	.00	.00	.00	10,000.00	.00
2FF	TOLL CHARGES	1,500.00	.00	97.64	186.57	137.91	.00	.00	422.12	1,077.88	28.14
2FF	RENTAL OF EQUIPMENT	40,000.00	.00	7,492.90	4,170.39	10,017.68	.00	19,783.95	21,680.97	-1,464.92	103.66
2FF	LEASES-BUILDINGS/STRUCTURES	330,000.00	20,553.40	10,276.70	184,383.88	36,296.70	.00	.00	251,510.68	78,489.32	76.22
2FF	UTILITIES	45,000.00	1,678.74	839.37	1,979.33	2,616.58	.00	.00	7,114.02	37,885.98	15.81
2FF	COMMUNICATIONS	18,000.00	753.00	1,064.09	1,064.09	7,399.70	.00	.00	10,280.88	7,719.12	57.12
2FF	MAINTENANCE OF BUILDINGS,	34,500.00	677.50	338.75	572.43	490.13	.00	.00	2,078.81	32,421.19	6.03
2FF	MAINTENANCE OF EQUIPMENT	40,000.00	.00	1,171.10	3,115.68	2,597.44	.00	16,231.40	6,884.22	16,884.38	57.79
2FF	MAINTENANCE OF COMPUTER	750.00	.00	.00	.00	.00	.00	.00	.00	750.00	.00
2FD	INTERNAL FLEET MANAGEMENT	17,595.00	.00	3,958.61	433.18	1,647.63	.00	.00	6,039.42	11,555.58	34.32
2FF	GRAPHIC REPROD SVCS	50.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
2FF	BOOKS, COMPACT DISKS, VIDEOS,	3,000.00	.00	.00	.00	1,188.00	.00	.00	1,188.00	1,812.00	39.60
2FF	LICENSE AND CERTIFICATION FEES	100.00	.00	.00	250.00	.00	.00	.00	250.00	-150.00	250.00
2FF	OFFICE SUPPLIES (NOT INCLUDING	22,000.00	.00	.00	1,226.59	3,777.01	.00	.00	5,003.60	16,996.40	22.74
2FF	MISCELLANEOUS OPERATING	60,000.00	.00	.00	3,426.56	1,531.78	.00	.00	4,958.34	55,041.66	8.26
2FF	EVENT/MEAL REIMBURSEMENTS	5,500.00	.00	.00	150.34	1,273.36	.00	.00	1,423.70	4,076.30	25.89
2FF	COMPUTER EQUIPMENT LESS THAN	50.00	.00	.00	995.00	.00	.00	.00	995.00	-945.00	1,990.00
2FF	EQUIPMENT LESS THAN \$1000	16,150.00	.00	.00	1,550.18	1,671.45	.00	.00	3,221.63	12,928.37	19.95
2FF	TOOLS and SMALL IMPLEMENTS	500.00	.00	.00	33.91	37.93	.00	.00	71.84	428.16	14.37
2FF	FOOD and DIETARY	200,959.00	.00	.00	15,092.18	20,218.32	.00	85,742.00	35,310.50	79,906.50	60.24
2FF	CLOTHING AND WEARING APPAREL	200.00	.00	.00	120.00	137.94	.00	.00	257.94	-57.94	128.97
2FF	MISC SUPPLIES OR EXPENSES	50.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
2FF	PROMOTIONAL EXPENSES	1,500.00	.00	.00	.00	1,331.70	.00	.00	1,331.70	168.30	88.78
2FF	EDUCATIONAL ASSISTANCE	7,000.00	.00	.00	1,250.00	646.84	.00	.00	1,896.84	5,103.16	27.10
2FF	IMPROVEMTS TO NON-COUNTY	50.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
2FF	PARENT ACTIVITY FUND	800.00	.00	.00	.00	.00	.00	.00	.00	800.00	.00
2FN	FIELD TRIPS-HEAD START	15,360.00	.00	.00	.00	.00	.00	.00	.00	15,360.00	.00
2FG	SELF INS-PROP CASUALTY	189,901.00	.00	189,901.00	.00	.00	.00	.00	189,901.00	.00	100.00
2FJ	EQUIPMENT	3,250.00	.00	.00	.00	.00	.00	.00	.00	3,250.00	.00
2FF	AID TO OTHER GOVT AGENCIES	5,500.00	.00	.00	.00	.00	.00	.00	.00	5,500.00	.00
		11,173,008.00	617,469.00	1,079,428.42	1,616,168.33	862,187.33	.00	154,490.27	4,175,253.08	6,843,264.65	38.75

USDA ADMINISTRATION 7400-062-7523

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	2FQ	REGULAR SALARIES and WAGES	122,669.00	6,714.08	9,697.60	14,546.44	9,697.61	40,655.73	82,013.27	33.14
1140	2FQ	OVERTIME	2,000.00	282.74	116.04	26.76	107.04	532.58	1,467.42	26.63
2110	2FQ	FICA TAXES	9,384.00	513.68	719.93	1,068.41	718.82	3,020.84	6,363.16	32.19
2120	2FQ	RETIREMENT CONTRIBUTION	10,390.00	592.63	831.22	1,234.34	830.45	3,488.64	6,901.36	33.58
2130	2FQ	LIFE and HEALTH INSURANCE	38,400.00	1,201.64	1,716.88	2,643.08	1,852.40	7,414.00	30,986.00	19.31
2200	2FQ	PAYMENTS TO OPEB TRUST	1,535.00	.00	.00	.00	.00	.00	1,535.00	.00
			184,378.00	9,304.77	13,081.67	19,519.03	13,206.32	55,111.79	129,266.21	29.89
3125	2FP	INDIRECT COSTS	6,543.00	.00	.00	.00	.00	.00	6,543.00	.00
3410	2FR	LOCAL TRAVEL	500.00	.00	.00	235.63	212.39	448.02	51.98	89.60
3530	2FR	TOLL CHARGES	50.00	.00	.00	.00	.00	.00	50.00	.00
3820	2FR	MAINTENANCE OF EQUIPMENT	50.00	.00	.00	.00	.00	.00	50.00	.00
4110	2FR	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	50.00	.00	.00	.00	.00	.00	50.00	.00
4418	2FR	EDUCATIONAL ASSISTANCE PROGRAM	50.00	.00	.00	.00	.00	.00	50.00	.00
4482	2FS	SELF INS-PROP CASUALTY	2,080.00	.00	2,080.00	.00	.00	2,080.00	.00	100.00
			9,323.00	.00	2,080.00	235.63	212.39	2,528.02	6,794.98	27.12
			193,701.00	9,304.77	15,161.67	19,754.66	13,418.71	57,639.81	136,061.19	29.76

USDA OPERATIONS 7400-062-7524

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	D AMOUNT	TOTAL YTD	BALANCE	BUDGET USED
1120	2FT	REGULAR SALARIES and WAGES	125,773.00	8,267.42	11,985.22	18,010.97	11,938.02	.00	50,201.63	75,571.37	39.91
1140	2FT	OVERTIME	.00	2.13	10.63	14.88	.00	.00	27.64	-27.64	.00
2110	2FT	FICA TAXES	9,622.00	586.13	851.29	1,279.35	846.80	.00	3,563.57	6,058.43	37.04
2120	2FT	RETIREMENT CONTRIBUTION	10,653.00	700.44	1,016.06	1,526.81	1,011.17	.00	4,254.48	6,398.52	39.94
2130	2FT	LIFE and HEALTH INSURANCE	76,800.00	3,090.27	4,415.32	6,817.02	4,803.40	.00	19,126.01	57,673.99	24.90
2131	2FT	HSA/FSA CONTRIBUTION	.00	.00	.00	2,750.00	-2,750.00	.00	.00	.00	.00
2200	2FT	PAYMENTS TO OPEB TRUST	3,071.00	.00	.00	.00	.00	.00	.00	3,071.00	.00
3170	2FU	JANITORIAL SVC and SUPPLY OFFICE SUPPLIES (NOT INCLUDING PRINTING)	1,500.00	.00	.00	.00	.00	.00	.00	1,500.00	.00
4110	2FU	MISCELLANEOUS OPERATING SUPPLIES	1,100.00	.00	.00	.00	.00	.00	.00	1,100.00	.00
4115	2FU	EQUIPMENT LESS THAN \$1000	100.00	.00	.00	.00	.00	.00	.00	100.00	.00
4123	2FU	HOUSEHOLD AND KITCHEN SUPPLIES	3,300.00	.00	.00	65.32	.00	.00	65.32	3,234.68	1.98
4130	2FU	FOODandDIETARY	1,560,266.00	.00	.00	133,783.05	191,371.64	841,578.68	325,154.69	393,532.63	74.78
4135	2FU	SELF INS-PROP CASUALTY	13,400.00	.00	13,400.00	.00	.00	.00	13,400.00	.00	100.00
4482	2FS		1,806,685.00	12,646.39	31,678.52	164,247.40	207,221.03	841,578.68	415,793.34	549,312.98	69.60

TRAINING 7000-062-7525

OBJECT	APPR	OBJECT NAME	BUDGET	OCT	NOV	DEC	JAN	YTD	BALANCE	BUDGET
3185	2FH	CONTRACT SVC-TRAINING	50,000.00	.00	.00	19,494.00	.00	19,494.00	30,506.00	38.99
3197	2FH	OTHERWISE SPECIFIED	2,000.00	.00	.00	.00	.00	.00	2,000.00	.00
3420	2FH	OUT OF COUNTY TRAVEL	38,000.00	190.00	2,230.16	4,872.90	6,336.25	13,629.31	24,370.69	35.87
3610	2FH	RENTAL OF EQUIPMENT	2,000.00	.00	.00	.00	.00	.00	2,000.00	.00
3620	2FH	LEASES-BUILDINGS/STRUCTURES	3,370.00	.00	.00	.00	.00	.00	3,370.00	.00
3910	2FH	GRAPHIC REPROD SVCS	500.00	.00	.00	.00	.00	.00	500.00	.00
4020	2FH	AND SUBSCRIPTIONS	1,000.00	.00	.00	1,050.00	.00	1,050.00	-50.00	105.00
4030	2FH	TRAINING AND EDUCATIONAL COST	38,000.00	.00	.00	8,568.64	6,010.52	14,579.16	23,420.84	38.37
4040	2FH	LICENSE AND CERTIFICATION FEES	3,500.00	.00	.00	.00	.00	.00	3,500.00	.00
4110	2FH	PRINTING)	1,000.00	.00	.00	.00	297.75	297.75	702.25	29.78
4115	2FH	SUPPLIES	4,000.00	.00	.00	.00	.00	.00	4,000.00	.00
4116	2FH	EVENT/MEAL REIMBURSEMENTS	3,500.00	.00	.00	.00	999.96	999.96	2,500.04	28.57
4418	2FH	PROGRAM	10,000.00	.00	.00	.00	.00	.00	10,000.00	.00
			156,870.00	190.00	2,230.16	33,985.54	13,644.48	50,050.18	106,819.82	31.91

DISABILITIES 7000-062-7526

OBJECT	APPR	OBJECT NAME	BUDGET	OCT	NOV	DEC	JAN	ED	YTD	BALANCE	USED YTD
1120	2FI	REGULAR SALARIES and WAGES	223,978.00	15,319.52	18,164.80	27,247.20	18,109.04	.00	78,840.56	145,137.44	35.20
1140	2FI	OVERTIME	1,500.00	345.53	43.84	.00	1,285.22	.00	1,674.59	-174.59	111.64
2110	2FI	FICA TAXES	17,134.00	1,096.74	1,247.82	1,869.24	1,343.53	.00	5,557.33	11,576.67	32.43
2120	2FI	RETIREMENT CONTRIBUTION	18,971.00	1,326.83	1,542.27	2,307.84	1,642.70	.00	6,819.64	12,151.36	35.95
2130	2FI	LIFE and HEALTH INSURANCE	51,200.00	2,919.13	4,170.50	6,420.85	4,500.70	.00	18,011.18	33,188.82	35.18
2131	2FI	HSA/FSA CONTRIBUTION	.00	.00	.00	3,250.00	-3,250.00	.00	.00	.00	.00
2200	2FI	PAYMENTS TO OPEB TRUST	1,625.00	.00	.00	.00	.00	.00	.00	1,625.00	.00
3195	2FK	CONTRACT SERVICES MEDICAL	49,000.00	.00	1,087.50	.00	5,993.75	51,209.79	7,081.25	-9,291.04	118.96
3410	2FK	LOCAL TRAVEL	3,200.00	.00	.00	353.06	502.94	.00	856.00	2,344.00	26.75
3530	2FK	TOLL CHARGES	300.00	.00	.00	19.65	24.52	.00	44.17	255.83	14.72
3720	2FK	COMMUNICATIONS	2,500.00	.00	.00	.00	628.72	.00	628.72	1,871.28	25.15
4020	2FK	AND SUBSCRIPTIONS	2,500.00	.00	.00	.00	.00	.00	.00	2,500.00	.00
4040	2FK	LICENSE AND CERTIFICATION FEES	500.00	.00	.00	.00	.00	.00	.00	500.00	.00
4110	2FK	PRINTING)	3,200.00	.00	.00	.00	.00	.00	.00	3,200.00	.00
4115	2FK	SUPPLIES	16,400.00	.00	.00	.00	.00	.00	.00	16,400.00	.00
4121	2FK	\$500	50.00	.00	.00	.00	.00	.00	.00	50.00	.00
4418	2FK	PROGRAM	500.00	.00	.00	.00	.00	.00	.00	500.00	.00
4482	2FK	SELF INS-PROP CASUALTY	7,897.00	.00	7,897.00	.00	.00	.00	7,897.00	.00	100.00
8610	2FK	AID TO PRIVATE ORGANIZATIONS	1,000.00	.00	.00	.00	.00	.00	.00	1,000.00	.00
			401,455.00	21,007.75	34,153.73	41,467.84	30,781.12	51,209.79	127,410.44	222,834.77	44.49

HEALTH AND DENTAL 7000-062-7527

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	2FV	REGULAR SALARIES and WAGES	168,930.00	4,885.92	7,057.60	10,586.40	7,072.85	29,602.77	139,327.23	17.52
1140	2FV	OVERTIME	1,000.00	557.12	95.19	13.24	3.35	668.90	331.10	66.89
2110	2FV	FICA TAXES	12,923.00	381.55	497.40	735.64	490.47	2,105.06	10,817.94	16.29
2120	2FV	RETIREMENT CONTRIBUTION	14,308.00	461.02	605.85	897.79	599.35	2,564.01	11,743.99	17.92
2130	2FV	LIFE and HEALTH INSURANCE	51,200.00	1,446.20	2,066.00	3,181.00	2,230.00	8,923.20	42,276.80	17.43
2200	2FV	PAYMENTS TO OPEB TRUST	1,218.00	.00	.00	.00	.00	.00	1,218.00	.00
3179	2FW	CONTRACT SVC EMPLOY AGENT	100.00	.00	.00	.00	.00	.00	100.00	.00
3195	2FW	CONTRACT SERVICES MEDICAL	5,000.00	.00	.00	.00	.00	.00	5,000.00	.00
3410	2FW	LOCAL TRAVEL	1,000.00	.00	.00	.00	67.55	67.55	932.45	6.75
3530	2FW	TOLL CHARGES	200.00	.00	.00	.00	26.75	26.75	173.25	13.38
3720	2FW	COMMUNICATIONS	2,880.00	.00	.00	.00	157.18	157.18	2,722.82	5.46
4020	2FW	BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS	84.00	.00	.00	.00	.00	.00	84.00	.00
4110	2FW	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	2,000.00	.00	.00	108.06	.00	108.06	1,891.94	5.40
4115	2FW	MISCELLANEOUS OPERATING SUPPLIES	3,900.00	.00	.00	1,148.38	.00	1,148.38	2,751.62	29.45
4121	2FW	COMPUTER EQUIPMENT LESS THAN \$500	50.00	.00	.00	.00	.00	.00	50.00	.00
4123	2FW	EQUIPMENT LESS THAN \$1000	3,243.00	.00	.00	40.80	193.53	234.33	3,008.67	7.23
4143	2FW	MEDandSURG SUPPLIES	6,750.00	.00	.00	586.04	.00	586.04	6,163.96	8.68
4418	2FW	EDUCATIONAL ASSISTANCE PROGRAM	500.00	.00	.00	.00	.00	.00	500.00	.00
4482	2FK	SELF INS-PROP CASUALTY	6,264.00	.00	6,264.00	.00	.00	6,264.00	.00	100.00
8610	2FW	AID TO PRIVATE ORGANIZATIONS	2,500.00	.00	.00	.00	.00	.00	2,500.00	.00
			284,050.00	7,731.81	16,586.04	17,297.35	10,841.03	52,456.23	231,593.77	18.47

PFCE 7000-062-7528

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	2FX	REGULAR SALARIES and WAGES	1,139,894.00	55,541.76	80,414.12	125,122.34	79,810.05	340,888.27	799,005.73	29.91
1130	2FX	OTHER SALARIES and WAGES	14,900.00	2,766.19	3,076.01	6,657.28	4,413.56	16,913.04	-2,013.04	113.51
1140	2FX	OVERTIME	5,000.00	776.98	1,853.87	1,119.53	988.73	4,739.11	260.89	94.78
2110	2FX	FICA TAXES	87,202.00	4,279.29	6,239.30	9,660.43	6,256.44	26,435.46	60,766.54	30.32
2120	2FX	RETIREMENT CONTRIBUTION	96,549.00	4,896.72	7,159.24	10,562.79	7,123.09	29,741.84	66,807.16	30.80
2130	2FX	LIFE and HEALTH INSURANCE	371,200.00	14,084.15	20,495.56	30,997.93	22,502.98	88,080.62	283,119.38	23.73
2131	2FX	HSA/FSA CONTRIBUTION	.00	.00	.00	9,500.00	-9,500.00	.00	.00	.00
2200	2FX	PAYMENTS TO OPEB TRUST	11,779.00	.00	.00	.00	.00	.00	11,779.00	.00
3410	2FY	LOCAL TRAVEL	3,000.00	.00	.00	212.93	277.94	490.87	2,509.13	16.36
3530	2FY	TOLL CHARGES	200.00	.00	.00	.00	.00	.00	200.00	.00
3720	2FY	COMMUNICATIONS BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS	5,000.00	.00	.00	.00	448.14	448.14	4,551.86	8.96
4020	2FY	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	50.00	.00	.00	.00	.00	.00	50.00	.00
4110	2FY	MISCELLANEOUS OPERATING SUPPLIES	7,000.00	.00	.00	.00	1,090.76	1,090.76	5,909.24	15.58
4115	2FY	COMPUTER EQUIPMENT LESS THAN \$500	500.00	.00	.00	314.95	.00	314.95	185.05	62.99
4121	2FY	EQUIPMENT LESS THAN \$1000	500.00	.00	.00	.00	.00	.00	50.00	.00
4123	2FY	PROMOTIONAL EXPENSES	500.00	.00	.00	.00	416.44	416.44	83.56	83.29
4412	2FY	EDUCATIONAL ASSISTANCE PROGRAM	7,000.00	.00	.00	.00	.00	.00	7,000.00	.00
4418	2FY	PARENT ACTIVITY FUND	4,000.00	.00	.00	.00	.00	.00	4,000.00	.00
4450	2FY	SELF INS-PROP CASUALTY	9,216.00	.00	.00	.00	939.76	939.76	8,276.24	10.20
4482	2FK		16,021.00	.00	16,021.00	.00	.00	16,021.00	.00	100.00
			1,779,061.00	82,345.09	135,259.10	194,148.18	114,767.89	526,520.26	1,252,540.74	29.60

January PGard Charges

CH Full Name	Comp Supp Name	Item Total	Placeholde	GL: FUND	GL: DEPT	GL: UNIT	GL: OBJ
DEONARINE, VIDYA D	PARTY CITY 500	\$190.67	1/20/2020	7007	062	7521	
DEONARINE, VIDYA D	DISCOUNTSCH 8006272829	\$658.83	1/24/2020	0001	062	7521	
DEONARINE, VIDYA D	DISCOUNTSCH 8006272829	\$9,999.96	1/10/2020	7000	062	7522	4115
DEONARINE, VIDYA D	LAKESHORE LEARNING MATER	\$9,998.96	1/10/2020	7007	062	7522	4115
DEONARINE, VIDYA D	DISCOUNTSCH 8006272829	\$7,651.95	1/13/2020	7007	062	7522	4115
DUCK, CORTINA	OC FIRE RESCUE FEES	\$216.00	1/13/2020	7000	062	7522	3167
DUCK, CORTINA	OC FIRE RESCUE FEES	\$64.32	1/13/2020	7000	062	7522	3167
DUCK, CORTINA	AGENCY FOR HEALTHCARE AD	\$13.25	1/22/2020	7000	062	7522	3167
DUCK, CORTINA	AHCA SERVICE FEE	\$0.43	1/22/2020	7000	062	7522	3167
DUCK, CORTINA	AGENCY FOR HEALTHCARE AD	\$13.25	1/22/2020	7000	062	7522	3167
DUCK, CORTINA	AHCA SERVICE FEE	\$0.43	1/22/2020	7000	062	7522	3167
DUCK, CORTINA	AGENCY FOR HEALTHCARE AD	\$13.25	1/27/2020	7000	062	7522	3167
DUCK, CORTINA	AHCA SERVICE FEE	\$0.43	1/27/2020	7000	062	7522	3167
DUCK, CORTINA	AHCA SERVICE FEE	\$0.43	1/27/2020	7000	062	7522	3167
DUCK, CORTINA	AGENCY FOR HEALTHCARE AD	\$13.25	1/27/2020	7000	062	7522	3167
DUCK, CORTINA	READYREFRESH BY NESTLE	(\$30.00)	1/3/2020	7000	062	7522	3610
DUCK, CORTINA	READYREFRESH BY NESTLE	\$20.97	1/3/2020	7000	062	7522	3610
DUCK, CORTINA	READYREFRESH BY NESTLE	\$18.00	1/3/2020	7000	062	7522	3610
DUCK, CORTINA	READYREFRESH BY NESTLE	\$20.97	1/3/2020	7000	062	7522	3610
DUCK, CORTINA	READYREFRESH BY NESTLE	\$55.92	1/3/2020	7000	062	7522	3610
DUCK, CORTINA	READYREFRESH BY NESTLE	\$6.95	1/3/2020	7000	062	7522	3610
DUCK, CORTINA	READYREFRESH BY NESTLE	\$34.95	1/3/2020	7000	062	7522	3610
DUCK, CORTINA	READYREFRESH BY NESTLE	\$27.96	1/3/2020	7000	062	7522	3610
DUCK, CORTINA	READYREFRESH BY NESTLE	\$6.99	1/3/2020	7000	062	7522	3610
DUCK, CORTINA	READYREFRESH BY NESTLE	\$27.96	1/3/2020	7000	062	7522	3610
DUCK, CORTINA	READYREFRESH BY NESTLE	\$20.97	1/3/2020	7000	062	7522	3610
DUCK, CORTINA	READYREFRESH BY NESTLE	\$13.98	1/3/2020	7000	062	7522	3610
DUCK, CORTINA	READYREFRESH BY NESTLE	\$11.97	1/3/2020	7000	062	7522	3710
DUCK, CORTINA	READYREFRESH BY NESTLE	\$23.98	1/3/2020	7000	062	7522	3710
DUCK, CORTINA	READYREFRESH BY NESTLE	\$39.90	1/3/2020	7000	062	7522	3710
DUCK, CORTINA	READYREFRESH BY NESTLE	\$98.39	1/3/2020	7000	062	7522	3710
DUCK, CORTINA	READYREFRESH BY NESTLE	\$11.97	1/3/2020	7000	062	7522	3710
DUCK, CORTINA	READYREFRESH BY NESTLE	(\$3.99)	1/3/2020	7000	062	7522	3710
DUCK, CORTINA	READYREFRESH BY NESTLE	\$11.99	1/3/2020	7000	062	7522	3710
DUCK, CORTINA	READYREFRESH BY NESTLE	\$15.96	1/3/2020	7000	062	7522	3710
DUCK, CORTINA	READYREFRESH BY NESTLE	\$11.97	1/3/2020	7000	062	7522	3710
DUCK, CORTINA	READYREFRESH BY NESTLE	\$59.95	1/3/2020	7000	062	7522	3710
DUCK, CORTINA	OFFICEMAX/OFFICEDEPT#6876	\$56.80	1/15/2020	7000	062	7522	4110
DUCK, CORTINA	OFFICEMAX/OFFICEDEPT#6876	\$48.75	1/20/2020	7000	062	7522	4110
DUCK, CORTINA	OFFICEMAX/OFFICEDEPT#6876	\$22.99	1/27/2020	7000	062	7522	4110
DUCK, CORTINA	OFFICEMAX/OFFICEDEPT#6876	\$13.70	2/3/2020	7000	062	7522	4110
DUCK, CORTINA	READYREFRESH BY NESTLE	\$11.37	1/3/2020	7000	062	7522	4115
DUCK, CORTINA	READYREFRESH BY NESTLE	\$30.32	1/3/2020	7000	062	7522	4115
DUCK, CORTINA	READYREFRESH BY NESTLE	\$3.79	1/3/2020	7000	062	7522	4115
DUCK, CORTINA	READYREFRESH BY NESTLE	\$4.99	1/3/2020	7000	062	7522	4115
DUCK, CORTINA	READYREFRESH BY NESTLE	\$4.99	1/3/2020	7000	062	7522	4115
DUCK, CORTINA	READYREFRESH BY NESTLE	\$9.98	1/3/2020	7000	062	7522	4115
DUCK, CORTINA	PAYPAL SWOJ	\$105.09	1/9/2020	7000	062	7522	4412
DUCK, CORTINA	TMS KB SMARTWEAR	\$840.00	1/15/2020	7000	062	7528	4412
ELIBERT, MIGUERLINE	SCHOOL HEALTH CORP	\$124.54	1/10/2020		062		
ELIBERT, MIGUERLINE	OFFICEMAX/OFFICEDEPT#6876	\$19.09	1/13/2020		062		
ELIBERT, MIGUERLINE	OFFICEMAX/OFFICEDEPT#6876	\$10.99	1/13/2020		062		
ELIBERT, MIGUERLINE	OFFICEMAX/OFFICEDEPT#6876	\$10.34	1/13/2020		062		

ELIBERT, MIGUERLINE	DUNKIN #352560	\$54.28	1/16/2020	062		
ELIBERT, MIGUERLINE	PUBLIX #465	\$275.92	1/16/2020	062		
FLORES, DAISY	ULINE SHIP SUPPLIES	\$707.27	1/16/2020 7000	062	7522	4115
FLORES, DAISY	DADE PAPER -	(\$7,370.65)	1/10/2020 7400	062	7524	4130
FLORES, DAISY	DADE PAPER -	\$1,160.32	1/10/2020 7400	062	7524	4130
FLORES, DAISY	DADE PAPER -	\$9,756.20	1/10/2020 7400	062	7524	4130
FLORES, DAISY	DADE PAPER -	\$686.00	1/22/2020 7000	062	7522	4130
FLORES, DAISY	DADE PAPER -	\$539.00	1/22/2020 7000	062	7522	4130
FLORES, DAISY	DADE PAPER -	(\$686.00)	1/27/2020 7000	062	7522	4130
FLORES, DAISY	ULINE SHIP SUPPLIES	\$447.44	1/29/2020 7000	062	7522	4130
FLORES, DAISY	WINN-DIXIE	\$57.01	1/23/2020 7000	062	7522	4135
FLORES, DAISY	SYSCO CORP	\$603.70	1/30/2020 7000	062	7522	4135
FORE, ANGELA M	MARRIOTT NASHV AIRPRT	\$160.20	1/23/2020 7007	062	7525	
FORE, ANGELA M	MARRIOTT NASHV AIRPRT	\$160.20	1/23/2020 7007	062	7525	
GOMEZ, RENE K	PUBLIX #1440	\$73.70	2/3/2020 7000	062	7522	4110
GOMEZ, RENE K	WAL-MART #3162	\$59.88	1/14/2020 7000	062	7522	4115
GOMEZ, RENE K	LOWES #01161	\$9.98	1/27/2020 7000	062	7522	4115
GOMEZ, RENE K	WM SUPERCENTER	\$19.92	1/27/2020 7000	062	7522	4115
GOMEZ, RENE K	WAL-MART #0890	\$15.52	1/7/2020 7000	062	7522	4135
GOMEZ, RENE K	PUBLIX #1440	\$27.67	1/7/2020 7000	062	7522	4135
GOMEZ, RENE K	PUBLIX #692	\$37.58	1/8/2020 7000	062	7522	4135
GOMEZ, RENE K	PUBLIX #1440	\$59.80	1/9/2020 7000	062	7522	4135
GOMEZ, RENE K	PUBLIX #436	\$71.85	1/10/2020 7000	062	7522	4135
GOMEZ, RENE K	PUBLIX #436	\$6.18	1/15/2020 7009	062	7522	4135
GOMEZ, RENE K	MERA BAZAR	\$74.90	1/15/2020 7000	062	7522	4135
GOMEZ, RENE K	PUBLIX #436	\$121.25	1/17/2020 7000	062	7522	4135
GOMEZ, RENE K	WAL-MART #0890	\$108.04	1/27/2020 7000	062	7522	4135
MOORE, SANDRA	AMZN Mktp US	\$18.98	2/3/2020			
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	\$341.45	1/6/2020 7000	062	7521	4110
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	\$101.25	1/10/2020 7000	062	7528	4110
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	\$745.46	1/10/2020 7000	062	7521	4110
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	\$32.61	1/22/2020 7000	062	7521	4110
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	\$44.07	1/24/2020 7000	062	7522	4110
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	\$116.42	1/27/2020 7000	062	7521	4110
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	\$8.19	1/27/2020 7000	062	7521	4110
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	\$64.08	1/15/2020 7000	062	7521	4115
MOORE, SANDRA	AMZN Mktp US	\$25.98	1/15/2020 7000	062	7522	4115
MOORE, SANDRA	AMZN Mktp US	\$7.99	1/16/2020 7000	062	7521	4115
MOORE, SANDRA	Amazon.com SY6D86WZ3	\$25.78	1/16/2020 7000	062	7528	4115
MOORE, SANDRA	AMZN Mktp US	\$1,444.15	1/17/2020 7000	062	7527	4115
MOORE, SANDRA	AMZN Mktp US	(\$16.99)	1/20/2020 7000	062	7527	4115
MOORE, SANDRA	AMZN Mktp US	(\$15.99)	1/29/2020 7000	062	7528	4115
MOORE, SANDRA	WM SUPERCENTER	\$66.22	1/20/2020 7000	062	7521	4116
MOORE, SANDRA	PUBLIX #436	\$70.03	1/20/2020 7000	062	7521	4116
MOORE, SANDRA	CDW GOVT #WHH4753	(\$82.00)	1/7/2020 7000	062	7522	4121
MOORE, SANDRA	CDW GOVT #WQJ2276	\$1,197.00	1/31/2020 7000	062	7521	4121
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	\$352.10	1/6/2020 7000	062	7521	4123
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	\$999.96	1/6/2020 7000	062	7521	4123
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	\$142.49	1/13/2020 7000	062	7521	4123
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	\$159.25	1/13/2020 7000	062	7521	4123
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	(\$352.10)	1/15/2020 7000	062	7521	4123
MOORE, SANDRA	Amazon.com TU9K417C3	\$32.82	1/24/2020 7000	062	7521	4123
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	\$76.13	1/24/2020 7000	062	7522	4123
MOORE, SANDRA	AMZN Mktp US	\$271.94	1/24/2020 7000	062	7522	4135
MOORE, SANDRA	UNITED TROPHY AND AWARDS	\$185.00	1/17/2020 7000	062	7521	4412
MOORE, SANDRA	BARIATRICS UNLIMITED	\$2,550.00	1/20/2020 7000	062	7521	6410

MOORE, SANDRA	PAYPAL CHILDPLUS	\$2,581.25	1/8/2020	7000	062	7521	6440
ORLEMAN, EILEEN	LAMINATOR.COM	\$400.30	1/8/2020	0001	062	7521	
ORLEMAN, EILEEN	DISCOUNTSCH 8006272829	\$8,178.62	1/9/2020	0001	062	7521	
ORLEMAN, EILEEN	LAKESHORE LEARNING MATER	\$9,964.96	1/17/2020	0001	062	7521	
ORLEMAN, EILEEN	TEACHSTONE TRAINING	\$550.00	1/28/2020	0001	062	7521	
ORLEMAN, EILEEN	DISCOUNTSCH 8006272829	\$506.88	1/29/2020	0001	062	7521	
RIVERA, LIMARYS	LAKESHORE LEARNING MATER	\$2,973.66	1/17/2020	7009	062	7522	4115
RUFF, SANDRA D	EB CONVERSATIONS IN I	\$387.70	1/27/2020	7000	062	7522	
RUFF, SANDRA D	SOUTHWES 5262167197560	\$209.96	2/3/2020	7007	062	7521	
RUFF, SANDRA D	CACFP.ORG	\$600.00	2/3/2020	7007	062	7521	
RUFF, SANDRA D	HOLIDAY INN E	\$532.24	1/20/2020	7000	062	7525	3420
RUFF, SANDRA D	PAYPAL UNITEDWAYFL	\$75.00	1/17/2020	7000	062	7525	4030
RUFF, SANDRA D	EB CONVERSATIONS IN I	\$155.08	1/27/2020	7000	062	7525	4030
RUFF, SANDRA D	EB CONVERSATIONS IN I	\$387.70	1/27/2020	7000	062	7522	4030
SANDERS, NICK A	LOWES #01598	\$271.54	1/13/2020	7000	062		
SANDERS, NICK A	SQ NATIONAL CONSTR	\$9,850.00	1/16/2020	7000	062		
SANDERS, NICK A	LOWES #01598	\$157.74	1/17/2020	7000	062		
SANDERS, NICK A	PAYPAL SRIMULCHFL	\$5,775.00	1/22/2020	7000	062		
SANDERS, NICK A	TWC SERVICES	\$433.35	1/23/2020	7000	062		
SANDERS, NICK A	LOWES #01598	\$75.15	1/23/2020	7000	062		
SANDERS, NICK A	OFFICE DEPOT	\$28.99	1/23/2020	7000	062		
SANDERS, NICK A	IN GOTCHA GRAPHICS,	\$740.00	1/28/2020	7000	062		
SANDERS, NICK A	SQ NATIONAL CONSTR	\$1,995.00	2/3/2020	7000	062		
SMITH, KERRY-ANN	SCHOOL HEALTH CORP	\$3,660.41	1/17/2020	7009	062	7527	4115
SMITH, KERRY-ANN	PUBLIX #436	\$43.20	1/7/2020	7000	062	7522	4135
SMITH, KERRY-ANN	PUBLIX #761	\$19.98	1/10/2020	7000	062	7522	4135
SMITH, KERRY-ANN	WM SUPERCENTER	\$51.88	1/10/2020	7000	062	7522	4135
SMITH, KERRY-ANN	BRAVO HIAWASSEE	\$43.98	1/14/2020	7000	062	7522	4135
SMITH, KERRY-ANN	PUBLIX #436	\$63.85	1/15/2020	7000	062	7522	4135
SMITH, KERRY-ANN	WM SUPERCENTER	\$21.18	1/15/2020	7000	062	7522	4135
SMITH, KERRY-ANN	PUBLIX #1174	\$30.50	1/16/2020	7000	062	7522	4135
SMITH, KERRY-ANN	PUBLIX #436	\$51.25	1/17/2020	7000	062	7522	4135

Policy Council Meeting

Thursday, February 20, 2020

Board Agenda Items Report

By: Khadija Pirzadeh, Contract Administrator

The agenda items below was submitted for approval to the Orange County Board of County Commissions meetings scheduled on **January 14, 2020 and January 28, 2020 respectively:**

1. FL Department of Children and Families (FL DCF) Application for a License to Operate a Child Care Facility (East Orange HS)
2. Filing of the Policy Council Program Information and Updates (November 2019)
3. Orange County Head Start Eligibility Priority Selection Criteria 2020-2021
4. FL Department of Children and Families (FL DCF) Application for a License to Operate a Child Care Facility (Southwood HS)



Interoffice Memorandum

December 12, 2019

AGENDA ITEM

TO: Mayor Jerry L. Demings
-AND-
Board of County Commissioners

THRU: Lonnie C. Bell, Jr., Director *Lonnie C Bell*
Community and Family Services Department

FROM: Sonya L. Hill, Manager
Head Start Division
Contact: Khadija Pirzadeh, (407) 836-8912
Sonya Hill, (407) 836-7409

SUBJECT: **Consent Agenda Item – January 14, 2020**
Filing of Head Start Policy Council Program Information and Updates
for the Official County Record

The Head Start Division requests filing of the program information and updates and meeting minutes for the official county record:

Head Start Policy Council Program Information and Updates	November 2019
Head Start Policy Council Meeting Minutes	September 26, 2019

ACTION REQUESTED: Receipt and filing of Head Start Policy Council Program Information and Updates November 2019 and Head Start Policy Council Meeting Minutes September 26, 2019 for the official county record.

SH/kp:dw
Attachment

C: Randy Singh, Deputy County Administrator
Cristina Berrios, Assistant County Attorney, County Attorney's Office
John Petrelli, Director, Risk Management and Professional Standards
Yolanda S. Brown, Mgr., Fiscal Division, Community and Family Services Department
Jamilie Clemens, Grants Supervisor, Finance Division
Nanette Melo, Management and Budget Admr., Office of Management and Budget
Auria Oliver, Management and Budget Adv., Office of Management and Budget



Interoffice Memorandum

December 12, 2019

AGENDA ITEM

TO: Mayor Jerry L. Demings
 -AND-
 Board of County Commissioners

THRU: Lonnie C. Bell, Jr., Director *Lonnie C Bell*
 Community and Family Services Department

FROM: Sonya L. Hill, Manager
 Head Start Division
Contact: Khadija Pirzadeh, (407) 836-8912
Sonya Hill, (407) 836-7409

SUBJECT: Consent Agenda Item – January 14, 2020
 Florida Department of Children and Families
 Application for a License to Operate a Child Care Facility

The Head Start Division requests Board approval of a renewal license between Florida Department of Children and Families and Orange County. This license will allow the Head Start Program to provide comprehensive early childhood development for preschool children and support to their families at East Orange Head Start. The effective date of this license is from April 14, 2020 through April 14, 2021. The license fee of \$100 will be paid with Head Start funds.

This is a standard application for a license that is required by the Florida Department of Children and Families for all licensed child care facilities. The County Attorney's Office and Risk Management Division have reviewed this application in the past for Head Start Centers currently in operation.

ACTION REQUESTED: Approval and execution of Florida Department of Children and Families Application for a License to Operate a Child Care Facility at East Orange Head Start. This application is only executed by Orange County. (Head Start Division)

SH/kp:dw

C: Randy Singh, Deputy County Administrator
 Cristina Berrios, Assistant County Attorney, County Attorney's Office
 John Petrelli, Director, Risk Management and Professional Standards
 Yolanda Brown, Fiscal Manager, Community and Family Services Department
 Jamille Clemens, Grants Supervisor, Finance Division
 Nanette Melo, Management & Budget Admr., Office of Management & Budget
 Auria Oliver, Management & Budget Admr., Office of Management & Budget



Interoffice Memorandum

January 16, 2020

AGENDA ITEM

TO: Mayor Jerry L. Demings
-AND-
Board of County Commissioners

THRU: Lonnie C. Bell, Jr., Director *Lonnie C. Bell*
Community and Family Services Department

FROM: Sonya L. Hill, Manager
Head Start Division
Contact: Khadija Pirzadeh, (407) 836-8912
Sonya Hill, (407) 836-7409

SUBJECT: Consent Agenda Item – January 28, 2020
Orange County Head Start Eligibility Priority Selection Criteria 2020-2021
All Districts

The Head Start Division requests Board approval of Orange County Head Start Eligibility Priority Selection Criteria 2020-2021. The eligibility priority selection criteria is required to establish a formal selection process, as mandated by the Improving Head Start for School Readiness Act of 2007 and Head Start Program Performance Standard 1302.14, which indicates that a program must annually establish selection criteria that weighs the prioritization of selection of participants, based on community needs identified in the community needs assessment as described in §1302.11 (b).

The eligibility priority selection criteria awards more points for at-risk children and families with lower income at or below 100% of the poverty level. The Head Start Policy Council approved the eligibility priority selection criteria at its meeting on January 16, 2020.

This standard eligibility priority selection criteria is used to determine the selection of eligible children for the Head Start Program. The County Attorney's Office and Risk Management Division have previously reviewed the eligibility priority selection criteria for legality and compliance with County requirements.

ACTION REQUESTED: Approval of Orange County Head Start Eligibility Priority Selection Criteria 2020-2021 to establish a formal selection process for eligible children and families.

SH/kp:jam

Attachments

c: Randy Singh, Deputy County Administrator
Cristina Berrios, Assistant County Attorney, County Attorney's Office
John Petrelli, Director, Risk Management and Professional Standards
Yolanda Brown, Manager, Fiscal Division, Community and Family Services Department
Jamilie Ciemens, Grants Supervisor, Finance Division
Nanette Melo, Assistant Manager, Office of Management & Budget
Auria Oliver, Management & Budget Advisor, Office of Management & Budget



Interoffice Memorandum

January 16, 2020

AGENDA ITEM

TO: Mayor Jerry L. Demings
-AND-
Board of County Commissioners

THRU: Lonnie C. Bell, Jr., Director *Lonnie C. Bell*
Community and Family Services Department

FROM: Sonya L. Hill, Manager
Head Start Division
Contact: Khadija Pirzadeh, (407) 836-8912
Sonya Hill, (407) 836-7409

SUBJECT: Consent Agenda Item – January 28, 2020
Florida Department of Children and Families
Application for a License to Operate a Child Care Facility

The Head Start Division requests Board approval of a renewal license between Florida Department of Children and Families and Orange County. This license will allow the Head Start Program to provide comprehensive early childhood development for preschool children and support to their families at Southwood Head Start. The effective date of this license is from April 30, 2020 through April 30, 2021. The license fee of \$100 will be paid with Head Start funds.

This is a standard application for a license that is required by the Florida Department of Children and Families for all licensed child care facilities. The County Attorney's Office and Risk Management Division have reviewed this application in the past for Head Start Centers currently in operation.

ACTION REQUESTED: Approval and execution of Florida Department of Children and Families Application for a License to Operate a Child Care Facility at Southwood Head Start. This application is only executed by Orange County.

SH/kp:jam

Attachment

c: Randy Singh, Deputy County Administrator
Cristina Berrios, Assistant County Attorney, County Attorney's Office
John Petrelli, Director, Risk Management and Professional Standards
Yolanda Brown, Manager, Fiscal Division, Community and Family Services Department
Jamille Clemens, Grants Supervisor, Finance Division
Nanette Melo, Assistant Manager, Office of Management & Budget
Auria Oliver, Management & Budget Advisor, Office of Management & Budget

**Orange County Head Start
Policy Council
Meeting: February 27, 2020
Director's Program Information Update**

Orange County Head Start Division Administration Updates

- The National Head Start Association celebrated with Head Start programs across the nation regarding the largest funding increase to Head Start in history. Head Start received slightly more than \$10.6 billion in funding for FY2020—an increase of \$550 million from the previous year's funding levels! The increase includes:
 - **\$193 million for a cost-of-living adjustment**—an increase of just under 2% to support and retain a qualified Head Start workforce.
 - **\$250 million for Quality Improvement Funding** including support for Head Start's work to help children and families suffering from trauma. At NHSA's suggestion, Congress directed the funding be used to increase mental health services and counseling for families and the Head Start workforce; provide more staff training on trauma-informed approaches to service delivery; and put additional staff in Head Start classrooms.
 - **An increase of \$100 million (\$905 million total) for the expansion of Early Head Start and Early Head Start-Child Care Partnerships**, adding additional slots for eligible infants and toddlers.
 - **\$4 million for re-establishing the Tribal Colleges and Universities Head Start Partnership Program** to increase the pool of Native American educators who meet the national standards for qualified Head Start teachers.

- The office of Head Start issued **Information Memorandum HS-20-01 Inclusion of Children with Disabilities on January 22, 2020**. The Information Memorandum (IM) highlights requirements in the Head Start Program Performance Standards (HSPPS) related to the inclusion of children with disabilities and delays. Head Start and Early Head Start programs are required to ensure that at least 10% of enrollment slots are occupied by children with disabilities. The 2016 HSPPS explicitly requires that every effort be made to include and provide services to children identified with delays or suspected delays, even if they are not eligible for services under Individuals with Disabilities Education Act (IDEA). Each Head Start grant must include a minimum of 10% of all slots occupied by children with disabilities. This requirement helps ensure programs recruit children who are already identified as eligible for IDEA services prior to entering Head Start or Early Head Start, and accurately screen and refer for evaluation any children who may benefit from early intervention, special education, or related services.

- **The Office of Head Start issued a Program Instruction (PI) on January 30, 2020 for Duration requirements.** The U.S. Department of Health and Human Services' (HHS) Secretary has exercised his authority under Head Start Program Performance Standard **45 CFR §1302.21(c)(3)(ii)** to lower the requirement that a program provide 1,020 hours of planned class operations by August 1, 2021, from 100% of center-based funded enrollment to 45%. The final rule at 45 CFR §1302.21(c)(2)(iv) states a program must provide 1,020 annual hours of planned class operations over at least eight months per year for 100% of its center-based funded enrollment by August 1, 2021. The final rule also includes a provision that allows the Secretary to lower the percentage of Head Start center-based slots that must operate at 1,020 annual hours (45 CFR §1302.21(c)(3)(ii)). This

decision must be based on an assessment of the availability of sufficient funding to mitigate a substantial reduction in Head Start-funded enrollment. **The Secretary has determined that current Head Start appropriations are not sufficient to support the requirement for 100% of each Head Start program's center-based slots to operate for 1,020 annual hours. It was concluded that if the 100% requirement goes into effect without additional funding, it will result in a substantial reduction in Head Start center-based slots.** Therefore, to mitigate a substantial reduction in children served, the requirement is lowered to 45%. Programs may request a waiver of the 45% service duration requirement. In order to receive a waiver, a program must demonstrate that their proposed program design effectively supports children's development and progress in early learning outcomes and better meets the needs of their community.

- Early Head Start is celebrating 25 years since the program was funded in 1995. EHS programs have filled a critical role in supporting parents and America's youngest children. Orange County Head Start has a strong relationship with the two Early Head Start providers in Orange County.
- Orange County Head Start Director participated in the Florida Head Start Association Advocacy Days at the state capital. OCHS met with State Representative Bruce Antione, and Kamia Brown regarding Senate Bill 1688.

Early Childhood Development & Education

- OCHS met with the Orlando Science Center (OSC) to develop strategies to increase the enrollment in the Science For All program. OSC will host a Head Start Day in which all Head Start families will receive free entry to the OSC, and will be able to apply for the Science for All membership.
- Education unit worked to review all the files of children that were enrolled in Voluntary Pre-Kindergarten program to dispute any information with the state regarding the readiness rates.

Childhood Health and Parental Services

- Started the Onboarding process for the Program Manager position. Interviews held candidate selected. Mrs. Colette Thomas was offered the position and accepted the contingent offer based on the agreement of Policy Council and BCC.

Parent, Family & Community Engagement (PFCE)

- Collaboration meeting with Orange County Community Action to plan for the Getting Ahead and Staying Ahead programs for parents.
- Conference call with the National Head Start Association regarding the Parent Gauge program. At this time Head Start will continue to work to further develop systems in place.

Eligibility, Recruitment, Selection, Enrollment and Attendance (ERSEA)

- On January 14, 2020 the Department of Health & Human Services issued the poverty guidelines. The ERSEA unit is now kicking off the recruitment season for the 2020-2021 school year. Several events will be planned to reach the community at large and target those persons that have age eligible children.
- Participated in several outreach activities for recruitment.

Quality Assurance & Program Performance

- Orange County Head Start initiated the new quarterly program performance process with training for the content area experts. The content area experts were trained on the hows and whys of the reporting process, and how it all leads up to our grant process.

Fiscal

- Orange County Head Start held a conference call with the Office of Head Start in Washington DC regarding applying for the disaster relief fund monies. Orange County Head Start plans to apply for the funding based on the water damage to the playgrounds. A certified playground inspector completed an assessment and based on the amount of water received in the area during the hurricanes of 2019, OCHS had significant damage to the playgrounds. OCHS also plans to request funding for mental health (trauma training) for all the families that relocated to the program during and after the hurricanes.
- OCHS completed the budget as required by the County's budget deadline. OCHS will request additional funding from the county to support five positions. The positions require four Center Supervisors and one Administrative Specialist. The budget will be presented to the Family Services Director, and County Administrator. The Policy Council will be presented the budget with the grant application.

Facilities

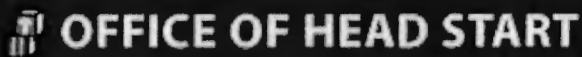
- The facilities unit is working on several projects. The plans for the John H. Bridges Building E was drafted, and all parties are reviewing for approval.
- Currently a card reader assessment is being conducted for all the county sites. This is being proposed to increase the security of the buildings and make the facility safer.
- The inventory system, Maximo, will go live March 2020. OCHS plans to hire a casual employee to help with the warehouse duties.
- Currently the facilities supervisor is working on a project to add two more cubicles at the main office for new staff.

Meetings and Events for December

- Board of Directors Meeting with Early Learning Coalition of Orange County
- Division Manager & Community & Family Services Director One on One Meeting
- Florida Head Start Association Advocacy call, Children's Week call and FHSA conference planning committee call
- Head Start State Collaboration Program Directors Monthly call

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ACF Administration for Children and Families	U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES	
	1. Log No. ACF-IM-HS-20-01	2. Issuance Date: 01/22/2020
	3. Originating Office: Office of Head Start	
	4. Key Words: Head Start and Early Head Start; Children with Disabilities; Inclusion	

TO: All Head Start and Early Head Start Agencies and Delegate Agencies

SUBJECT: Inclusion of Children with Disabilities

ABSTRACT:

This Information Memorandum (IM) highlights requirements in the Head Start Program Performance Standards (HSPPS) related to the inclusion of children with disabilities and delays. It includes a list of free resources for grantees' use in implementation efforts.

BACKGROUND:

Head Start and Early Head Start programs are required to ensure that at least 10% of enrollment slots are occupied by children with disabilities. In fact, Head Start's founders and early pioneers recognized that both children with and without disabilities would benefit from participating together in the same classrooms. Since 1972, over 3 million children with disabilities have fully participated in Head Start.

The 2016 HSPPS provide additional specificity regarding the inclusion of children with disabilities within Head Start and Early Head Start programs. Additionally, at 45 CFR §§1302.62 and 1302.60, the HSPPS explicitly require that every effort be made to include and provide services to children identified with delays or suspected delays, even if they are not eligible for services under Individuals with Disabilities Education Act (IDEA).

Section 640(d)(1) of the Head Start Act defines the term "child with a disability" as:

- A child with a disability, as defined in section 602(3) of IDEA
- An infant or toddler with a disability, as defined in section 632(5) of such Act

INFORMATION

Grantees often have questions regarding the requirement that 10% of slots be occupied by children with disabilities. The following information reminds grantees of specific HSPPS requirements for services to children with disabilities.

Enrollment of Children with Disabilities

Each Head Start grant must include a minimum of 10% of all slots occupied by children with disabilities. This requirement helps ensure programs recruit children who are already identified as eligible for IDEA services prior to entering Head Start or Early Head Start, and accurately screen and refer for evaluation any children who may benefit from early intervention, special education, or related services. If a child is found eligible for services under IDEA, they are counted as a Head Start child with a disability even if they have not begun receiving the special education or related services for which they were determined eligible.

When a Head Start agency operates two different Head Start or Early Head Start grants in adjoining counties, or enrolls children from birth to 5, it should be vigilant in analyzing data. The grantee must ensure, across its programs and grants, that all children with potential disabilities are being identified and evaluated so that early intervention, special education, or related services are being provided as necessary.

For example, a birth to 5 program could report that 12% of enrolled children are children with disabilities, with none of the enrolled infants and toddlers receiving IDEA services. Such a program would need to consider the recruiting, screening, and referral process for infants and toddlers to identify the cause of this difference and ensure that at least 10% of its enrolled infants and toddlers are eligible for services under IDEA.

Many programs will find that significantly more than 10% of enrolled children are eligible for services under IDEA. If, however, after exhaustive efforts, programs cannot meet the requirement, they may request a waiver from their Regional Office.

Timing

Nearly half of the children with disabilities in Head Start and Early Head Start are diagnosed after they enroll in the program. This usually occurs through Head Start and Early Head Start screening or the ongoing assessment and referral process. It takes time to refer children to the agency responsible for conducting evaluations under IDEA, schedule Individualized Family Service Plan (IFSP) and Individualized Education Plan (IEP) meetings, and identify providers. Therefore, the Office of Head Start expects that programs may be midway through the program year (January, for many programs) before reaching the 10% requirement.

If programs are monitored prior to the mid-point, data from the previous year is reviewed. If it is past the middle of the program year and determinations are still pending for children who were referred for evaluation, monitoring teams will look at the number of evaluations pending and when the referrals were made in determining compliance.

Engaging Parents

Head Start programs must work with parents to ensure they understand their right to obtain an evaluation, the benefit of receiving services as early as possible, and their ability to participate in decisions about their children including where services should be delivered. Engaging parents early on and empowering them to advocate for their child's services is imperative to obtaining services during Head Start or Early Head Start enrollment and as the child transitions to kindergarten and beyond.

Children may need to receive IDEA services at another site. When this occurs, careful planning of the child's transition to and from each program is established. The time away from Head Start or Early Head Start is minimized to ensure receipt of comprehensive services.

Distribution of Children with Disabilities Throughout the Program

There is no regulation stipulating the number of children with disabilities who should be in each classroom. The following elements can all influence how many children with disabilities are in a particular room:

- Children's needs
- Staff capacity
- Availability of early intervention, special education, and related service providers
- Number of children identified as having disabilities after enrollment

Programs must ensure staffing is sufficient to ensure safe, nurturing environments and individualized teaching and learning for all children.

Settings need to be inclusive. If the classroom is predominantly comprised of children with disabilities, it may be a de facto special education classroom rather than a classroom inclusive of children with and without disabilities.

Children with Delays Not Eligible Under IDEA

Children with a suspected delay who are referred for evaluation may not always qualify for services under IDEA

even though they have a developmental delay in one or more areas. These children are not counted as part of the program's 10% as they do not meet the statutory requirement as children eligible for services under IDEA. However, Head Start and Early Head Start programs must ensure the individualized needs of all children are being met and all children have access to and are able to fully participate in the full range of activities and services. In some situations, program funds may be used to provide additional support, materials, or accommodations. Individualized services and support may also be available through the child's health insurance.

504 Plans

Section 504 of the Rehabilitation Act requires a "504 Plan" be established by the local education agency responsible for implementing IDEA for an eligible child. A 504 Plan defines, in writing, the protection from discrimination and necessary accommodations or services for children who have special needs but who do not qualify under IDEA. A child who scores within typical ranges but needs physical accommodations, such as a weighted spoon or a standing table to fully access the program, could be an example. Other frequent accommodations under a 504 Plan are the ability to stand while working, sit near the teacher, or take more breaks. It is different than an IEP or an IFSP, which always includes specific special education and related services, such as speech or occupational therapy or itinerant special education services in addition to accommodations.

Head Start programs must protect all children from discrimination and make accommodations as necessary to fully include them in the program. 504 Plans are not required to implement these requirements. If a child enters Head Start with an established 504 Plan, or one is obtained during the child's enrollment, the program must ensure the plan is fully implemented.

While Head Start programs are expected to provide such supports to all children in need, it can be helpful for eligible children to have 504 Plans established as they transition to kindergarten to ensure continued success.

For All Children

Programs are required to screen children, conduct ongoing assessment, partner with families to support them as advocates for their own children, consult with specialists as necessary, help children and families obtain additional services as appropriate, and take all possible steps to ensure each child's full participation in the program.

Resources for Including Children with Disabilities or Delays

- **Inclusion Webinars**
- **Supporting Interactions for Children with Disabilities or Suspected Delays**
- **SpecialQuest: Including Infants and Toddlers with Disabilities**
- **Children with Disabilities**
- **Infographic: Young Children with Special Needs**

If you have any questions regarding inclusion, please contact your Regional Office. Thank you for all you do to serve the most vulnerable children and families.

/ Dr. Deborah Bergeron /

Dr. Deborah Bergeron
 Director
 Office of Head Start
 Office of Early Childhood Development

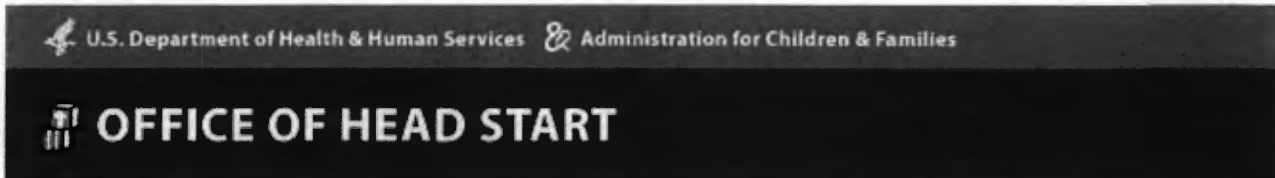
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ACF Administration for Children and Families	U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES	
	1. Log No. ACF-PI-HS-20-01	2. Issuance Date: 01/30/2020
	3. Originating Office: Office of Head Start	
	4. Key Words: Head Start Service Duration; Duration Requirements	

PROGRAM INSTRUCTION

TO: Head Start and Early Head Start Grantees and Delegate Agencies

SUBJECT: The U.S. Department of Health and Human Services' Secretary Azar Lowers Head Start Service Duration Requirement to 45%

INSTRUCTION:

This Program Instruction (PI) notifies programs that the U.S. Department of Health and Human Services' (HHS) Secretary has exercised his authority under Head Start Program Performance Standard **45 CFR §1302.21(c)(3)(ii)** to lower the requirement that a program provide 1,020 hours of planned class operations by August 1, 2021, from 100% of center-based funded enrollment to 45%.

Head Start Center-based Service Duration Requirement

The final rule at 45 CFR §1302.21(c)(2)(iv) states a program must provide 1,020 annual hours of planned class operations over at least eight months per year for 100% of its center-based funded enrollment by August 1, 2021.

The final rule also includes a provision that allows the Secretary to lower the percentage of Head Start center-based slots that must operate at 1,020 annual hours (45 CFR §1302.21(c)(3)(ii)). This decision must be based on an assessment of the availability of sufficient funding to mitigate a substantial reduction in Head Start-funded enrollment.

The Secretary has determined that current Head Start appropriations are not sufficient to support the requirement for 100% of each Head Start program's center-based slots to operate for 1,020 annual hours. It was concluded that if the 100% requirement goes into effect without additional funding, it will result in a substantial reduction in Head Start center-based slots. Therefore, to mitigate a substantial reduction in children served, the requirement is lowered to 45%. Lowering the 1,020 annual hour requirement from 100% to 45% of center-based funded enrollment slots reflects prior Congressional appropriations. The most recent appropriations allowed Head Start programs operating less than 45% of center-based slots at 1,020 hours to apply for funding to increase service duration so that up to 45% of their center-based slots operate for 1,020 hours.

Programs may elect to provide 1,020 annual hours of planned class operations for more than 45% of their center-based funded enrollment. We believe lowering the requirement to 45% affords programs more flexibility to meet the needs of their communities.

Waiver of 45% Service Duration Requirement

Programs may request a waiver of the 45% service duration requirement. In order to receive a waiver, a program must demonstrate that their proposed program design effectively supports children's development and progress in early learning outcomes and better meets the needs of their community (45 CFR §1302.24). If the waiver of the 45% service duration requirement is approved, or in the case of a double session variation, a program must meet the requirements described in 45 CFR §1302.21(c)(2)(i) or (ii).

The **Federal Register** notice announcing this determination with additional details is available for review. If you have questions regarding this PI, please contact your Regional Office.

Thank you for the work you do on behalf of children and families.

/ Dr. Deborah Bergeron /

Dr. Deborah Bergeron
Director
Office of Head Start
Office of Early Childhood Development

Office of Head Start (OHS) | 330 C Street, SW | 4th Floor Mary E. Switzer Building | Washington, DC 20201
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January 2020

Nutrition

Meal Served:

Breakfast 23,300 Children
1,235 Adults

Lunch 23,995 Children
1,024 Adults

Snacks 19,612 Children

Disallowances: None

Monitor for 0 Sites USDA Reviews

Growth Assessments Completed 5 children:

0 Underweight
0 Overweight
0 Obese

Nutritional Records Reviewed: 24 New Enrollments
4 Special Diets

Orange County Head Start

Parent Family and Community Engagement 2019–2020

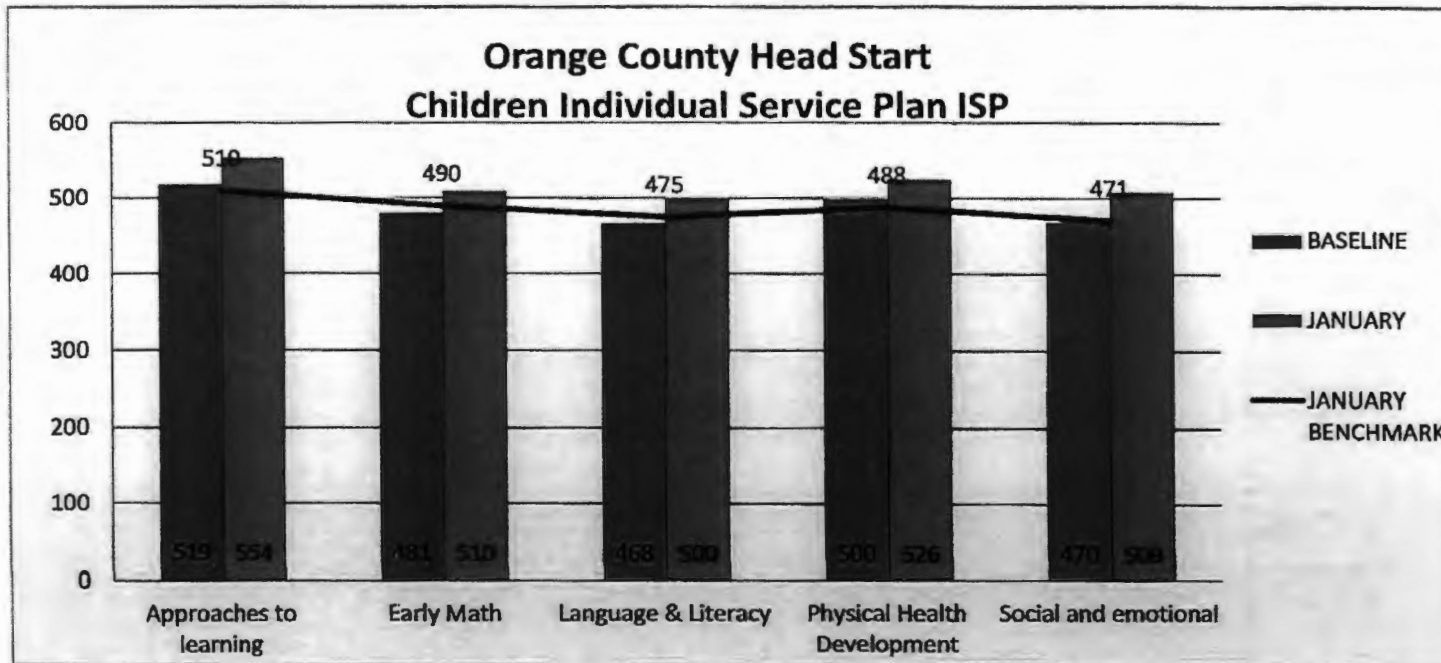
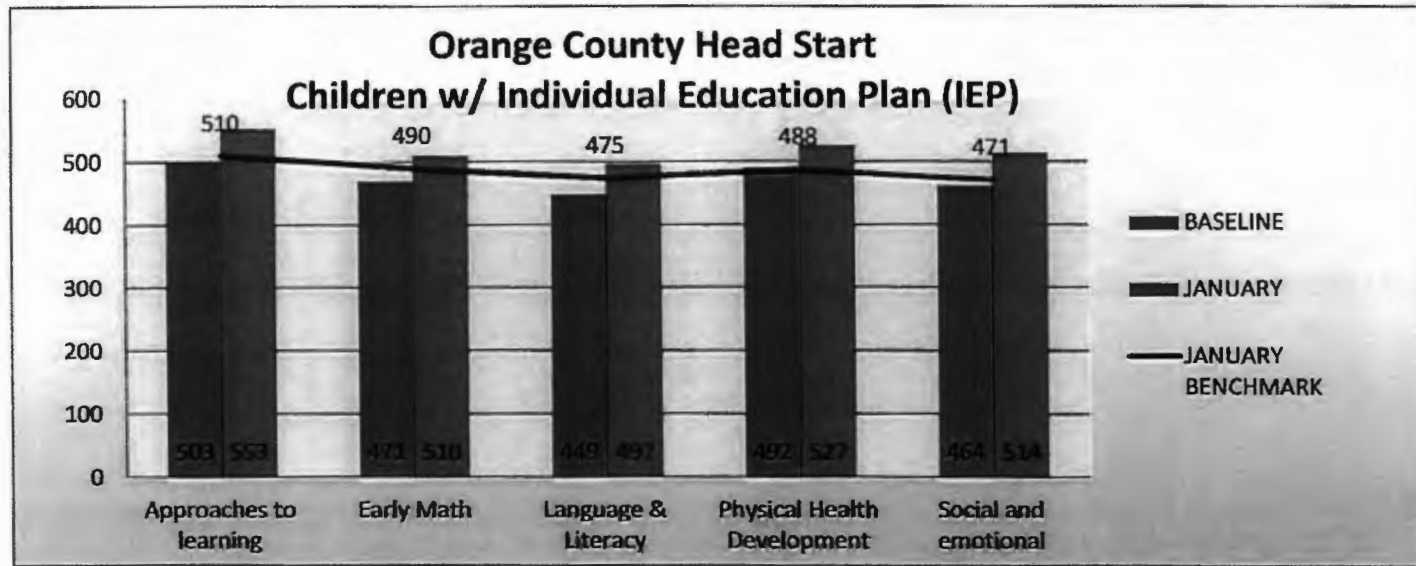
Monthly Report: January 2020

- (8) Home visits for attendance.
- (4) Families received Crisis/Emergency Assistance.
- (48) Parents received Educational Services (GED/ESOL).
- (844) Health Services Follow ups were done by Family Service Worker.
- (84) Families were referred for family services.
- (376) were provided families services
- (22) Parent Meetings were held this month. (710) parents attended parents meetings and (113) males attended during the month.
- (25) Fatherhood Activities was held this month. (160) Fathers attended fatherhood initiatives.
- (22) Parents Trainings were held this month. (407) parents attended Parents Trainings.
- (174) LiHeap Flyers distributed to families (Feb. 11, 2020 Event). (None Reported at this time) Received Services.

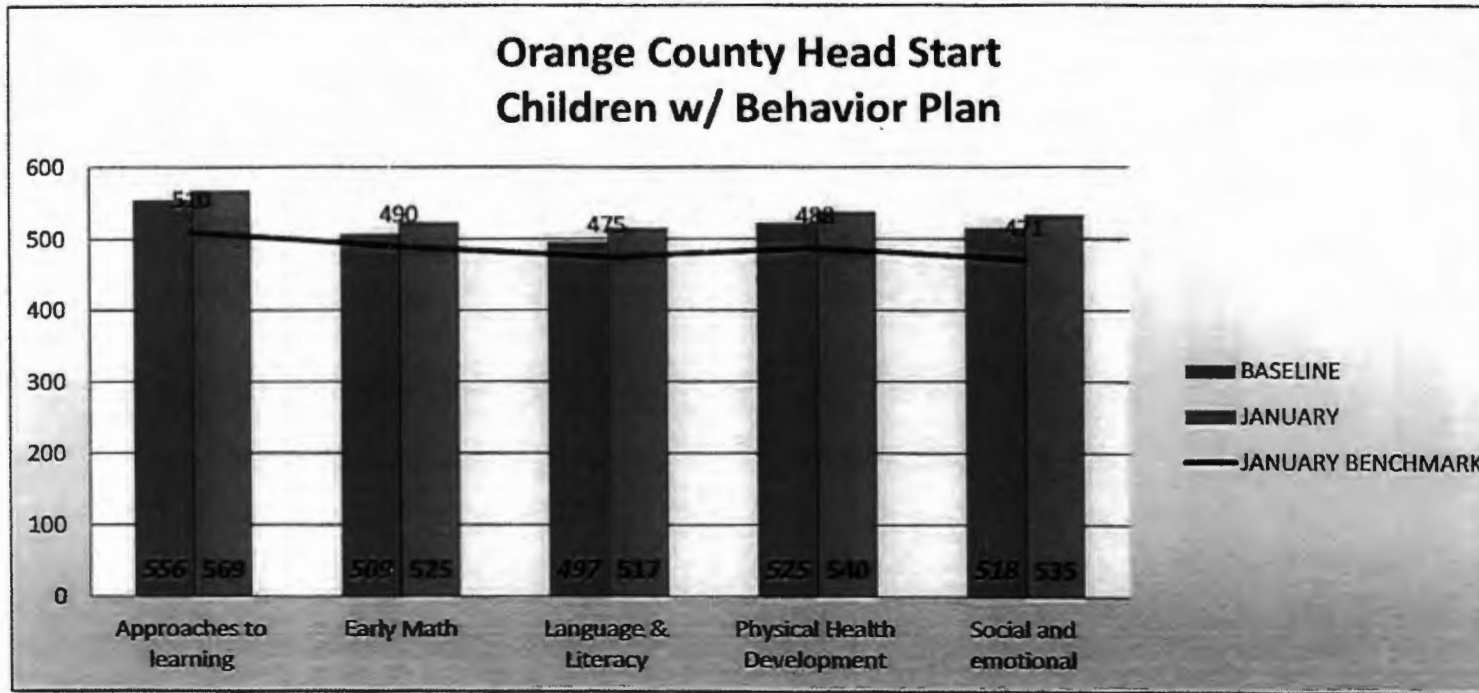
Trainings/Activities:

- School Readiness
- Earn Income Tax Credit
- Marketplace Deadline
- Jobs Partnerships
- LiHeap Flyers
- Positive Discipline
- Financial Literacy
- Affordable Housing
- The Importance of Health Records
- 5/3rd Bank
- Building Resources
- What steps can I take to build credit
- Communicable Diseases
- How to be a better parent
- Gift of Swimming
- Cooking Matters

Mental Health Disability
Children Outcomes January 2020



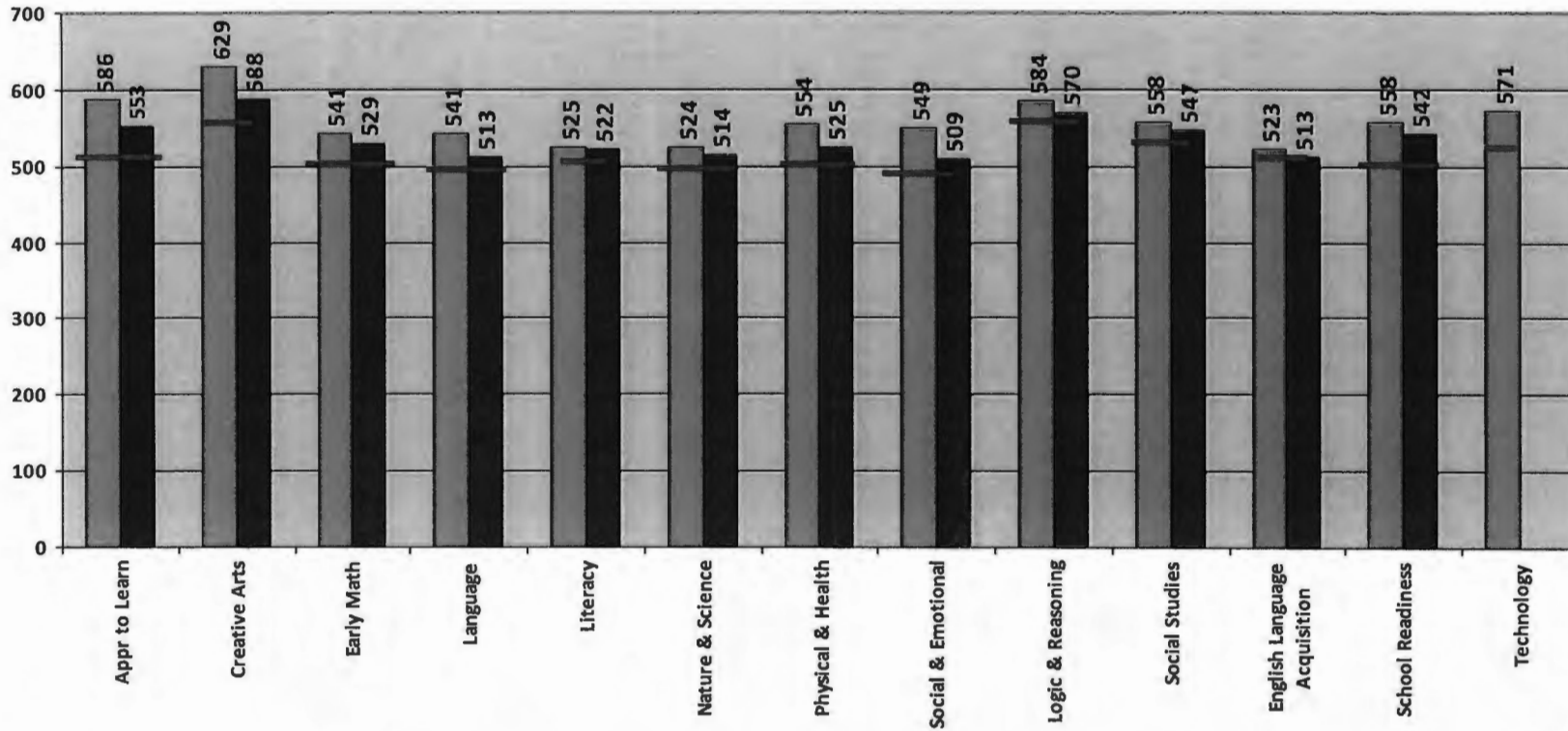
Mental Health Disability
Children Outcomes January 2020



Benchmark January

Domain	Developmental Level
APL	510
EM	490
LL	475
PHD	488
SED	471

Orange County Head Start
Early Childhood Assessment Scores
Four Years Old (4 Yrs.)
August 13, 2019 –January 31, 2020



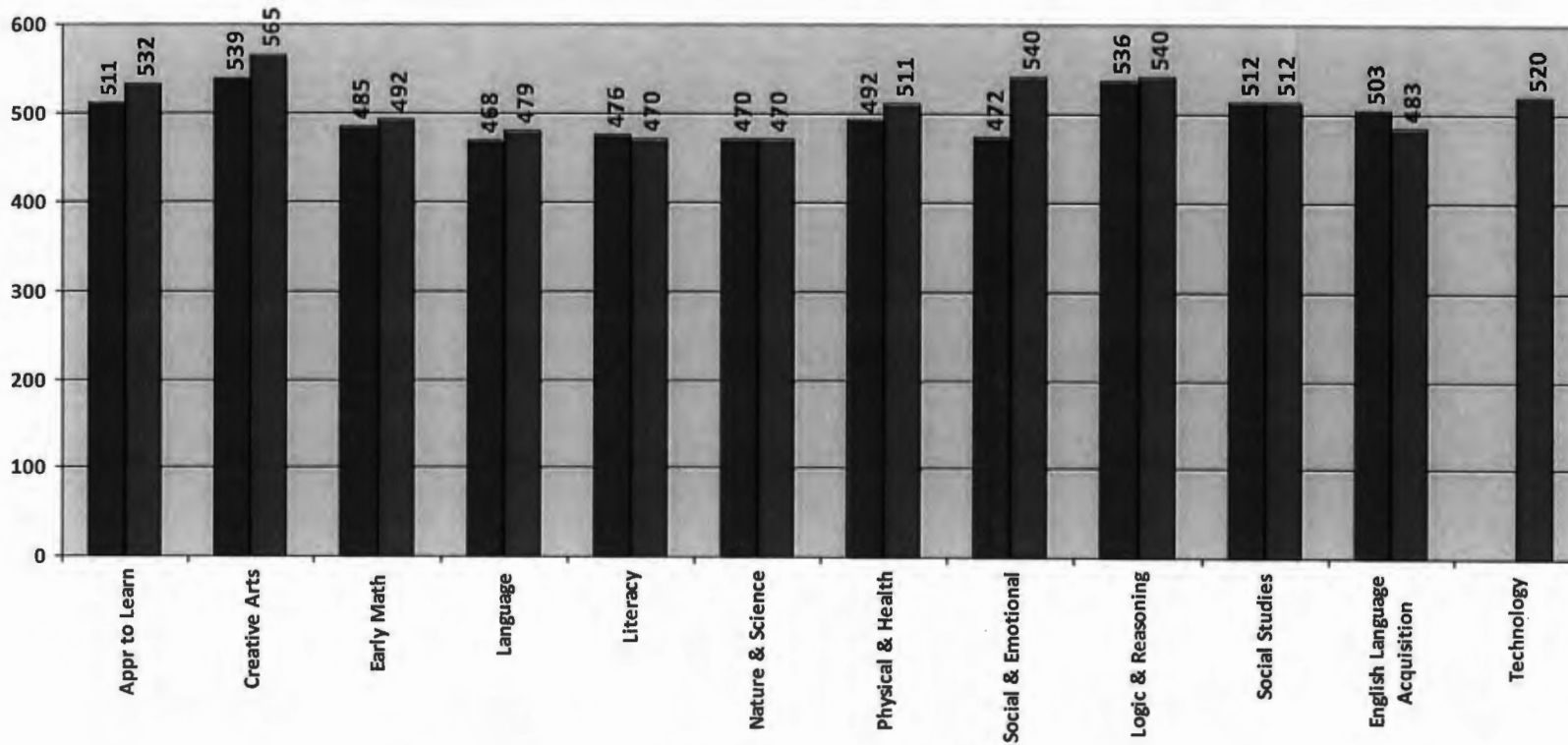
Benchmarks	
January 2020	
Code	4/yr
APL	532
CA	564
EM	514
ELA	523
LAN	495
LIT	505
LR	560
NS	498
PDH	507
SED	492
SS	532
TECH	522
SR	513

*The Developmental Scores (DL) indicates the Orange County Head Start first and second year enrolled children's position in the Galileo Developmental Progression Validated System in comparison with the Nation.

OCHS Year 4 years old children enrolled in Jan 2020: 847

Nation 4 years old children using Galileo system January 2020 :7653

Orange County Head Start
 Three Years Old (3yrs)
 Early Childhood Assessment Scores
 August 13, 2019 – January 31, 2020



Benchmarks January 2020	
Domain	3yrs
APL	487
CA	508
EM	406
ELA	487
LANG	444
LIT	454
LR	517
NS	449
PDH	468
SED	450
SS	488
TECH	480

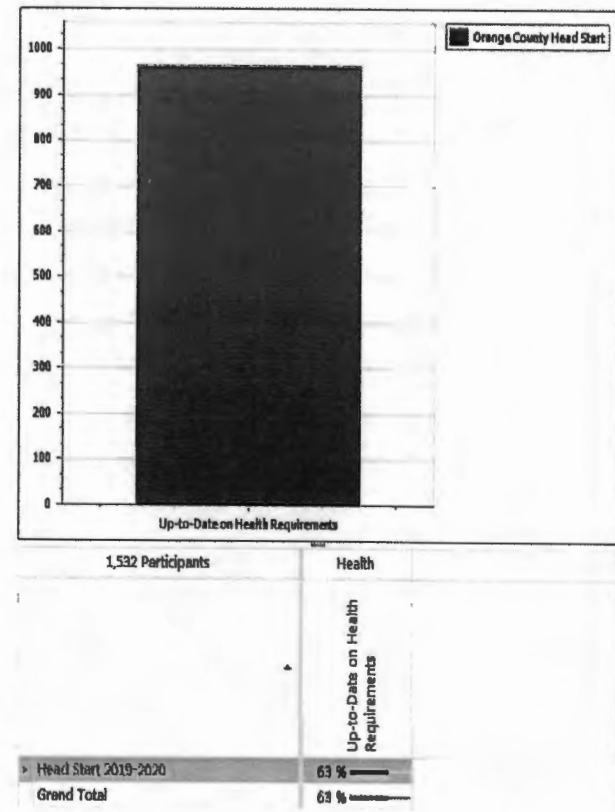
*The Developmental Scores (DL) indicates the Orange County Head Start children's position in the Galileo Developmental Progression Validated System in comparison with the Nation.

Nation 3 yrs. total children using Galileo system up to January 31, 2020 = 7180
 Orange County 3 yrs.' total children enrolled up January 31, 2020 = 683

Orange County Head Start Medical and Dental Unit Monthly Report

Program Description	2019-2020 Program Year	
	December	January 2020
Total Number of HS children served (report source: CP2001)	1536	1536
Number of children meeting requirement of health physicals	1505	1529
Number of HS families referred to the FQHC for medical and/or dental services. (report source: CP4120)	103	56
Number of HS children meeting medical home requirement (report source: CP3021D)	1309	1467
Number of HS children meeting immunization requirement (report source: CP3320)	1510	1534
Number of HS children with an dental exam (report source: CP3060)	1051	1424
Number of children needing dental treatment	157	242
Number of Health Action Plan (report source CP2110)	206	218
Number of Site Visit for LPN monthly	14	22
Number of pregnant mothers receiving dental care (report source: CP9740 - PIR C.21)	N/A	N/A

Health requirement are Blood Lead, Immunization, Physical, Dental, Growth Assessment.



**ORANGE BLOSSOM
FAMILY HEALTH**



Pine Hills Community Center
Mobile Dental Bus
January 10, 2020
34 Children were seen.

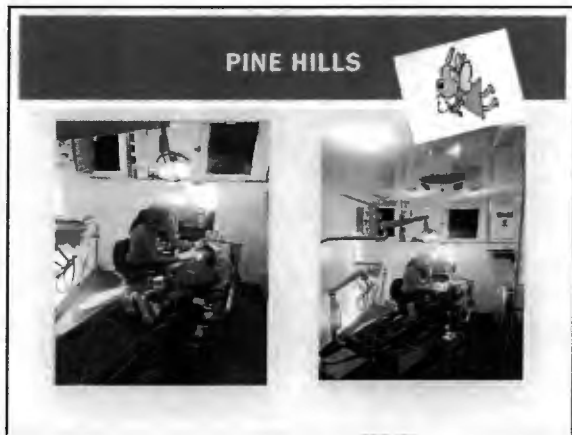
PINE HILLS HEAD START 



January 10, 2020

PINE HILLS 









**ORANGE BLOSSOM FAMILY CENTER
MOBILE DENTAL BUS**


East Orange
Community Center
Jan 24, 2020

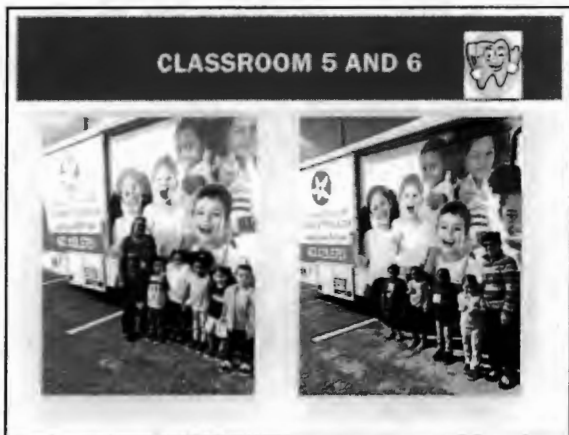
34 Children were seen

**EAST ORANGE HEAD START
CLASSROOM 1 AND 3**



EAST ORANGE











ORANGE COUNTY GOVERNMENT
 HEAD START
POLICY COUNCIL
MEETING MINUTES



1768 E. Michigan St.
 Orlando, FL 32806
 January 16, 2020

Call to Order by: Maritza Vasquez, Chairperson at 6:41 p.m.
 Roll Call by: Roxanne Williams, Vice-Chairperson

Attended By:

Jessica Vazquez	Aloma	Alternate
Rachel Padgett	Bithlo	Representative
Roxanne Williams	Callahan	Representative
Shantinique Clay	Dillard	Alternate
Maritza Vasquez	Engelwood	Representative
Jerry Rios	Engelwood	Alternate
Chrystal Anderson	Evans	Representative
Porsha Mead	Frontline	Representative
Darline Felix	Hal P. Marston	Representative
Shirohn Scott	Hal P. Marston	Alternate
Ronisha Rubin	John Bridges	Representative
Gisela Guebely	McCoy Elementary	Alternate
Salome Calixte	So. Orlando YMCA	Representative
Jerry Henderson	Southwood	Representative
Paul Charles	Southwood	Alternate
Andreina del Carmen Rubio	Three Points	Representative
Edwin Castellanos	Ventura	Alternate
Milove Williams	W/S Elementary	Representative
Victoria Siplin	BCC	Commissioner

Guests

AnnMarie Alvarado	Children's Home Society
Lisa Robbins	Orlando Science Center
Anna Winfree	Engelwood
Shaun Trusty	Southwood

Quorum Established

Staff:

Pedro Berrios	Warehouse
Yvette Meade	Main Office
Sandra Moore	Main Office
Polly Bouler	Hal Marston
Sandra Ruff	Main Office
Dwayne Horne	Main Office

Xeix Colon	Main Office
Isis Alameda	Taft
Yolanda Soto Mangual	Hal Marston
Miguerline Elibert	Main Office
Jacqueline Lopez	Three Points/Bithlo
Khadija Pirzadeh	Main Office
John Holmes	Mt. Sinai
Latoria Mitchell	Frontline
Avis McWhite	Main Office
Limarys Rivera	Main Office
Sunitha Koorathota	Main Office

Chairperson Vasquez called for a motion to adopt the agenda. Roxanne proposed a change to the agenda to move the Orlando Science Center Presentation after the Secretary's Report

Motion: Chrystal Anderson, Parliamentarian
Second: Roxanne Williams, Vice-Chairperson
Motion carried with no objections

Secretary's Report by Roxanne Williams, Vice-Chairperson

Chairperson Vasquez called for a motion to accept the Secretary's Report

Motion: Chrystal Anderson, Parliamentarian
Second: Roxanne Williams, Vice-Chairperson
Motion carried with no objections

Orlando Science Presentation by Lisa Robbins – Ms. Robbins brought information about the OSC. It is a hands on museum facility for all ages. There is something for everyone with 4 floors of exhibits. Their goal is to encourage hands on science learning. There are 2 movie theaters in the facility. The annual pass is normally \$165.00/yr. for 2 adults and all kids under 18. The special offer is **\$25.00 / yr.** Parents must bring a letter of acceptance to get the pass which they can get from their center manager.

HR Report by Avis McWhite – Ms. McWhite handed out a list of all applicants currently going through the hire process and requested the council to vote on the report. James Bynes, Danielle Priester, Isma Dennis, Dana Navares were removed from the report. Positions were Family Service Workers, Teacher Aide and Teacher Assistant.

Chairperson Vasquez called for a motion to accept the HR report

Motion: Rachel Padgett, Bithlo Rep
Second: Roxanne Williams, Vice-Chairperson
Motion carried with no objections

Budget Report by Sandra Ruff, Fiscal Manager

Learning Alive training will take place next month. This is technical training just for staff but there is a possibility for parents to receive training later on.

Status of BCC Agenda Items by Khadija Pirzadeh

Three items were approved for the month of December.

Commissioner Siplin's Report

Commissioner Siplin and her husband are sponsoring a golf academy for children ages 6 – 16. She gave out her cell phone # to call for anyone interested in this opportunity. It is a 10 month program that normally costs \$150.00. This could open up the way for scholarships for our children.

Division Manager's Report by Sonya Hill, Division Manager

- A Teacher recruitment fair was held in order to build up the sub pool. Many parents who consistently volunteer in the classroom among others applied.
- The ERSEA Selection Criteria was presented at the last meeting and must be voted on in this meeting.
- One program Instruction and one Information Memorandum were included in the report.
- Ms. Hill mentioned that the Program Manager position still needed to be voted on at this meeting.

Community Representative Vote

The Policy Council is made up of parents and Community Representatives. Ms. Hill presented 5 applications for the position of Community Representative. She related a brief history of each applicant. Ms. AnnMarie Alvarado was the only one present and she came forward to speak about her history with the Policy Council. Votes were cast on each applicant.

Results: AnnMarie Alvarado, Pamela Clarke, Tequila Henderson were all voted in.

Service Area Reports

PFCE by Dwayne Horne – Sr. Family Service Worker reported that 36 parents graduated from the Abriendo Puertas Parenting Program, a 10 week course designed to give Latino parents the confidence to be strong advocates for their children. There will be an MLK day parade on Saturday, 1/18/2020 in Downtown Orlando. Mr. Horne encouraged all to meet at the downtown courthouse at 9:30a.m.

Education Unit by Lourdes Ramos

Disabilities & Mental Health by Wendy Herrera

Nutrition Report by Sandra Ruff – Rene Gomez is working on getting mobile kitchens at several centers where the kids can learn healthy cooking.

Health Report by Sonya Hill – The registered nurse is going through the hiring process. Head Start's goal is for all children to have a medical home. The mobile dental unit is making its way around to all centers as these exams are required.

Old Business

- Selection Criteria – Xeix Colon, Monitoring and Evaluation Coordinator, reviewed what was presented at last month's meeting. Homeless, Foster or Kinship, and children with an IEP get top priority. No insurance and children with nutritional needs are high risk factors. Open enrollment starts February 3, 2020. The poverty guidelines will be coming out next month.

Chairperson Vasquez called for a motion to accept the Selection Criteria

Motion: Chrystal Anderson, Parliamentarian

Second: Milove Williams, W/S Elementary Representative

Motion carried with no objections

New Business

- Chrystal Anderson brought information on Sea Worlds's offer for kids under 5 getting in free with a paying adult.
- Tax season is here and Ms. Anderson brought information on a tax service for filing .

Avis McWhite came back to add to the HR Report. There is a candidate for a Program Manager for Early Childhood Service Area who will work over the Teachers, Center Managers and Field Operations. Teresa Williams is currently a Field Operations Supervisor with over 25 years of experience in Head Start.

Chairperson Vasquez called for a motion to accept the addition to the HR Report

Motion: Salome Calixte, SOYMCA Representative

Second: Roxanne Williams, Vice-Chairperson

Motion carried with no objections

Public Comment:

- Ms. Hill stressed the importance of participating in the census this year. It mandates how services are provided in neighborhoods. Parents can follow all the commissioners on social media to keep abreast of what is happening in the county. Ms. Hill mentioned the MLK day parade again and encouraged all to attend.
- Jerry Rios, Engelwood Alternate, owns a lawn business and gave out contact cards for estimates and service.

Chairperson Vasquez called for a motion adjourn the meeting

Motion: Chrystal Anderson, Parliamentarian

Second: Roxanne Williams, Vice-Chairperson

Motion carried with no objections

Meeting Adjourned at 8:06 p.m.

Next Policy Council Meeting is February 20, 2020