



Interoffice Memorandum

June 6, 2022

AGENDA ITEM

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

THRU: Dr. Tracy Salem, Interim Deputy Director
Community and Family Services Department

FROM: Sonya L. Hill, Manager
Head Start Division
Contact: Sandra Moore, (407) 836-8913
Sonya L. Hill, (407) 836-7409

SUBJECT: **Consent Agenda Item – June 21, 2022**
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 Meeting Minutes	March 24, 2022
Head Start Policy Council Program Information and Updates	April 2022
Head Start Policy Council Meeting Minutes	April 21, 2022
Head Start Policy Council Program Information and Updates	May 2022
Head Start Policy Council Special Call Meeting Minutes	June 1, 2022

ACTION REQUESTED: Receipt and filing of Head Start Policy Council Meeting Minutes March 24, 2022, Head Start Policy Council Program Information and Updates April 2022, Head Start Policy Council Meeting Minutes April 21, 2022, Head Start Policy Council Program Information and Updates May 2022, and Head Start Policy Council Special Call Meeting Minutes June 1, 2022 for the official county record.

SLH/smm:jamh

Attachment



ORANGE COUNTY GOVERNMENT
 HEAD START
POLICY COUNCIL
MEETING MINUTES



Holden Heights Community Center
 1201 20th Street
 Orlando, FL 32805
 March 24, 2022

Call to Order by: Chevelle Teague, Chairperson at 6:40 p.m.
 Roll Call by: Brittney Perra, Vice Chairperson

Attended By:

Marlene Rosado	Bithlo	Representative
Aisha Peterson	Callahan	Alternate
Satterica Kingcade	Dillard	Representative
Brittney Perra	Dover Shores	Vice-Chairperson
Nouran Barakat	East Orange	Representative
LaToya Pollock	Hal P. Marston	Representative
Robbreshia Hampton-Bell	Hungerford	Representative
Laurette Jean Baptiste	Lila Mitchell	Representative
Winnie Rene	McCoy Elementary	Alternate
Alay Amin	Millennia Elementary	Representative
Niketa Amin	Millennia Elementary	Alternate
Dayanara Cruz Diaz	South Orlando YMCA	Representative
Helen Dearborn-Munoz	Taft	Alternate
Cesar Fuenmayor Vargas	Ventura	Treasurer
Chevelle Teague	W/S ELC	Chairperson
Ann Marie Alvarado	CHS	Community Rep

Excused

Catherine Franco	Aloma	Representative
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Quorum Established

Guest

Barbara M. James	Callahan
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Staff:

Sonya Hill	Main Office
Avis McWhite	Main Office
Sandra Ruff	Main Office
Yvette Meade	Main Office

Sandra Moore	Main Office
Jean Bellamour	Warehouse
Zhor Elmekali	Pine Hills
Polly Boulter	Hal Marston
Yolanda Soto	Millenia Elementary
Dwayne Horne	Main Office
Natalie Colon	Main Office
Lourdes Ramos	Main Office
Nick Sanders	Main Office
Kenya Munoz	Main Office

Chairperson called for a motion to adopt the agenda with changes to remove Sunshine Law Training from New Business

Motion: Alay Amin, Millenia Representative

Second: Robbreshia Hampton- Bell, Hungerford Representative

Motion carried with no objections

Secretary's Report by Brittney Perra, reviewed minutes from February 24, 2022

Chairperson called for a motion to accept Secretary's Report

Motion: Alay Amin, Millenia Representative

Second: Robbreshia Hampton-Bell, Hungerford Representative

Motion carried with no objections

Officer's Report

- Chevelle Teague, Chairperson, presented highlights from the conference she attended. Head Start is recruiting now, spread the word. Recruitment event will be held at Pine Hills April 2, 2022. We have current openings for a Secretary on the executive committee. Voting will take place at the next meeting. We are also seeking Community Reps.
- Cesar Fuenmayor, Treasurer presented highlights from the conference in Tallahassee he attended last month.

Manager's Report by Sonya Hill

Ms. Hill reported on IM (Information Memorandum) and PI (Program Instructions).

ACF-IM-HS-22-01, ACF-IM-HS-21-05, ACF-PI-HS-21-04

Mental wellness training and counseling for staff is provided through COVID funding. Pine Hills was the recipient of a Lending Library and received 750 books from the Hankins Johnson Education Foundation which supports literacy and family engagement.

Status of Board Agenda Items – Sonya Hill

Policy Council Updates and Minutes were submitted for the Official County Record

Budget Report by Sandra Ruff, Fiscal Manager and Cesar Fuenmayor, Treasurer

Ms. Ruff submitting a new budget plan to the Office of Head Start. A box truck was purchased for the Warehouse Specialist. Updates were done at Southwood and Lila Michell. There will be more updates to follow.

HR Report by Sonya Hill, Manager

Ms. Hill listed terminations and current openings. Several positions are posted and several are going through the hiring process now. The Food Service Assistant will not be filled.

New Business:

- **Maintenance Overview and Training by Nick Sanders, Facilities Maintenance Supervisor**

The purpose of this unit is to maintain each Head Start site for safety and compliance with Federal regulations. Documentation is necessary to provide justification for funds spent and what work has been done. Work orders are created to schedule services however, there are unscheduled maintenance events that are unpredictable emergencies. Software programs ChildPlus and Maximo are used to track supplies on hand and completion of work orders.

- **Selection Criteria Training and Document Approval by Natalie Colon, ERSEA Coordinator**

Ms. Colon broke down the scoring system for the selection criteria. The criteria has not changed from last year.

Unit Reports:

Medical & Dental report by Valentine Palmer, RN.

Homeless report by Dwayne Horne, Family Service Worker

ERSEA Report by Natalie Colon, Family Service Worker

Education report by Limarys Rivera, Family Service Worker

Mental Health & Disabilities report by Lourdes Ramos, Family Service Worker

Chairperson called for a motion to adjourn the meeting

Motion: Aisha Peterson, Callahan Alternate

Second: Robbreshia Hampton-Bell, Hungerford Representative

Motion carried with no objections

Meeting Adjourned at 8:02 p.m.

**Next Policy Council Meeting
April 21, 2022**



Dr. Tracy Salem
Interim Deputy Director
Community & Family Services

Orange County Government
HEAD START
POLICY COUNCIL



Sonya L. Hill
Head Start Division Manager

PROGRAM
INFORMATION & UPDATES



MAY 2022



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



POLICY COUNCIL MONTHLY MEETING

Who: POLICY COUNCIL MEMBERS

Date: THURSDAY – MAY 19, 2022

Time: 6:30 PM

**Location: Holden Heights Community Center
1201 20th Street
Orlando, FL 32805**

Child Care Provided

*Sandra Moore:
407-836-8913 or Email Sandra.Moore2@ocfl.net*

*Yvette Meade:
407-836-8921 or Email Yvette.Meade@ocfl.net*

PLEASE STAY SAFE!!!!



AGENDA



Orange County Government ● Head Start Policy Council ● Holden Heights Community Center ● 1201 20th St., Orlando, FL 32805
May 19, 2022 ● 6:30 p.m.

1. *Call to Order – Chairperson*
2. *Roll Call – Secretary*
3. *Adoption of Agenda*
4. *Secretary’s Report*
5. *Officer’s Report*
6. *Director’s Report*
7. *Budget Report*
8. *HR Report*
9. *Commissioner/Commissioner’s Liaison Report*
10. *Updates from the Office of Head Start*
 - a. *ACF-IM-HS-22-03 Head Start Categorical Eligibility for Families Eligible for the Supplemental Nutrition Assistance Program*
 - b. *ACF-PI-HS-22-02 FY 2022 Head Start Funding Increase*
 - c. *COLA and Quality Improvement Funding Guidance*
 - d. *Annual Funding Guidance \$14,704,441.*
11. *New Business*

Review and Vote:

 - a. *COLA Application*
 - b. *Quality Improvement Application*
 - c. *Disaster Extension Request Application*
 - d. *American Rescue Plan Budget Revision*
 - e. *Self-Assessment*
12. *Unit Updates: Homeless, ERSEA, Education, Mental Health & Disabilities, Medical & Dental, Facilities Maintenance (questions only)*
13. *Adjourn*



ORANGE COUNTY GOVERNMENT
 HEAD START
POLICY COUNCIL
MEETING MINUTES



Holden Heights Community Center
 1201 20th Street
 Orlando, FL 32805
 April 21, 2022

Call to Order by: Chevelle Teague, Chairperson at 6:44 p.m.
 Roll Call by: Sandra Moore

Attended By:

Catherine France	Aloma	Representative
Aisha Peterson	Callahan	Alternate
Saterrica Kingcade	Dillard	Representative
Marilyn Mejia	Dover Shores	Alternate
Jenayia Ford	Hal P. Marston	Alternate
Alay Amin	Millennia Elementary	Representative
Niketa Amin	Millennia Elementary	Alternate
Jana'shia Oliver	Pine Hills	Representative
Junior Tavil	Pine Hills	Alternate
Chantal Henry	Southwood	Representative
Simone Fernandes	Taft	Representative
Cesar Fuenmayor Vargas	Ventura	Treasurer
Chevelle Teague	W/S ELC	Chairperson
Ann Marie Alvarado	CHS	Community Rep
Mitchel Etienne	Past Parent	Community Rep

Excused

Nouran Barakat	East Orange	Representative
Brittney Parra	Dover Shores	Vice-Chairperson

Quorum Established

Guest

Barbara M. James	Callahan
Keonna Yearwood	Second Harvest

Staff:

Sonya Hill	Main Office
Avis McWhite	Main Office
Sandra Ruff	Main Office

Yvette Meade	Main Office
Sandra Moore	Main Office
Jean Bellamour	Warehouse
Zhor Elmekali	Pine Hills
Polly Bouler	Hal Marston
Yolanda Soto	Millenia Elementary
Natalie Colon	Main Office
Lourdes Ramos	Main Office
Kenya Munoz	Main Office
Wendy Herrera	Main Office
Dena Davila	Main Office
Sunitha Koorathota	Main Office
Gladys Arzon	Main Office

Chairperson called for a motion to adopt the agenda

Motion: Aisha Peterson, Millenia Representative
Second: Catherine Franco, Aloma Representative
Motion carried with no objections

Secretary's Report by Sandra Moore reviewed minutes from March 24, 2022

Chairperson called for a motion to accept Secretary's Report with a change to mark Alyssa St. Hilaire excused

Motion: Saterica Kingcade, Dillard Representative
Second: Aisha Peterson, Millenia Representative
Motion carried with no objections

Manager's Report by Sonya Hill

Budget Report by Sandra Ruff, Fiscal Manager and Cesar Fuenmayor, Treasurer

HR Report by Sonya Hill, Manager

Ms. Hill listed terminations and current openings.

Chairperson called for a motion to accept the HR Report

Motion: Aisha Peterson, Millenia Representative
Second: Jana'shia Oliver, Pine Hills Representative
Motion carried with no objections

New Business:

Second Harvest Food Bank presentation by Keonna Yearwood

Ms. Yearwood gave an overview and video of the culinary program that Second Harvest offers. She gave out her contact information for anyone who was interested in applying.

Sunshine Law Training by Sawsan Mohiuddin, Assistant County Attorney

Ms. Mohiuddin did a PowerPoint presentation on the rules and regulations of discussing Policy Council matters, announcing/posting meetings, and possible fines associated for violations.

Executive Committee Vote

Saterrica Kingcade self-nominated for the position of Secretary. She was unanimously voted in as the Secretary.

Unit Reports:

Medical & Dental report by Miguertine Elibert, Admin Specialist

Homeless report by Kenya Munoz, Sr. Family Service Worker

ERSEA Report by Natalie Colon, ERSEA Coordinator

Education report by Gladys Arzon, Mentor Coach

Mental Health & Disabilities report by Wendy Herrera, Sr. Family Service Worker

Facilities Maintenance by Jean Bellamour

Chairperson called for a motion to adjourn the meeting

Motion: Aisha Peterson, Callahan Alternate

Second: Saterrica Kingcade, Dillard Representative

Motion carried with no objections

Meeting Adjourned at 8:32 p.m.



Head Start Budget Summary April 2022

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.

Division		Current Budget 2021-22	October	November	December	January	February	March	April	May	June	JULY	AUG	SEPT	Encumbered Amount	Total YTD	Balance	% Budget Used YTD
Administration	7521	1,348,720	49,868	91,951	154,525	94,268	194,978	85,794	91,511	0	0	0	0	0	13,965	762,895	571,861	58
Education	7522	11,291,773	439,408	810,229	1,314,536	807,300	859,963	747,144	961,414	0	0	0	0	0	91,733	5,939,993	5,260,047	53
USDA Administration	7523	216,843	7,462	10,337	15,058	9,699	16,282	9,739	11,021	0	0	0	0	0	0	79,597	137,246	37
USDA Services	7524	1,257,709	10,260	18,734	91,529	72,035	142,765	60,542	187,003	0	0	0	0	0	310,693	582,869	364,147	71
Training	7525	156,870	833	(87)	28,591	43,137	18,984	2,353	35,242	0	0	0	0	0	0	129,053	27,817	82
Disabilities	7526	402,729	14,850	27,930	47,912	26,841	33,085	30,925	34,435	0	0	0	0	0	35,124	215,978	151,627	62
Health and Dental	7527	459,650	13,051	22,272	31,903	16,183	15,961	16,432	17,044	0	0	0	0	0	0	132,846	326,804	29
PFCE	7528	1,922,774	75,420	140,643	230,728	149,921	140,778	137,293	158,070	0	0	0	0	0	0	1,032,854	889,920	54
Facilities	7534	719,477	9,769	22,116	44,731	24,923	31,882	28,942	29,698	0	0	0	0	0	2,579	192,060	524,838	27
Total Expense		17,776,545	620,921	1,144,126	1,959,513	1,244,307	1,454,878	1,119,163	1,525,436	0	0	0	0	0	454,094	9,068,144	8,254,308	51
Expense Per Quarter					3,724,559			3,818,148			1,525,436			0				
Cost Per Child					2,425			2,486			993			0				

Head Start YTD Summary April 2022

Head Start Budget Summary

Below is a different statement of financial activity. This summarizes all the financial spending over a period of time. In the example below we are looking at fiscal year to date spending. This spending has been separated into salary and non-salary expense. This report is also gives the council an understanding of Orange County Head Start's financial health.

	FY 2022 Current Budget	Encumbered Amount	FY 2022 Total YTD	Balance	% Percent Budget Used YTD
7521- Admin Salary	1,180,526	0	628,947	551,579	53
7522 - Education Salary	10,541,112	0	5,595,024	4,946,088	53
7523 - USDA Admin Salary	203,721	0	72,510	131,211	36
7524 - USDA Services Salary	272,609	0	136,362	136,247	50
7526 - Disability Salary	336,236	0	190,626	145,610	57
7527 - Health Salary	435,920	0	123,210	312,710	28
7528 - PFCE Salary	1,868,600	0	1,004,924	863,676	54
7534 - Facilities Salary	263,330	0	137,906	125,424	52
Total Salary	15,102,054	0	7,889,509	7,212,545	52
7521 - Admin	168,194	13,965	133,948	20,282	88
7522 - Education	750,661	91,733	344,969	313,960	58
7523 - USDA Admin	13,122	0	7,087	6,035	54
7524 - USDA Services	985,100	310,693	446,507	227,900	77
7525 - Training	156,870	0	129,053	27,817	82
7526 - Disability	66,493	35,124	25,352	6,017	91
7527 - Health	23,730	0	9,636	14,094	41
7528 - PFC	54,174	0	27,929	26,245	52
7534 - Facilities	456,147	2,579	54,154	399,414	12
Total Non-Salary	2,674,491	454,094	1,178,635	1,041,763	61
Grand Total	17,776,545	454,094	9,068,144	8,254,308	54

COMMUNITY AND FAMILY SERVICES THROUGH APRIL 30, 2022: FUND: 7002 DEPT: 062 UNIT: 7521 : H.S. ADMIN: 58% OF FY ELAPSED

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ENCUMBERED AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	4FA	REGULAR SALARIES and WAGES	790,753	33,251	60,926	91,474	60,855	58,487	55,565	57,219	0	0	0	0	0	0	418,776	371,977	53
1130	4FA	OTHER SALARIES and WAGES	5,000	1,939	4,598	6,237	4,516	3,286	2,142	1,022	0	0	0	0	0	0	23,738	(18,738)	475
1140	4FA	OVERTIME	2,764	94	600	539	414	116	215	290	0	0	0	0	0	0	2,288	496	82
2110	4FA	FICA TAXES	60,493	2,547	4,782	7,102	4,798	4,491	4,275	4,245	0	0	0	0	0	0	32,240	28,253	53
2120	4FA	RETIREMENT CONTRIBUTION	84,294	3,606	6,657	9,955	6,618	6,181	6,144	6,222	0	0	0	0	0	0	45,383	38,911	54
2130	4FA	LIFE and HEALTH INSURANCE	231,000	7,749	14,089	21,293	14,719	14,128	14,128	14,128	0	0	0	0	0	0	100,235	130,765	43
2131	4FA	HSA/FSA CONTRIBUTION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2200	4FA	PAYMENTS TO OPEB TRUST	6,222	0	0	0	0	0	0	6,308	0	0	0	0	0	0	6,308	(86)	101
		TOTAL SALARY	1,180,526	49,185	91,652	136,599	91,920	86,686	83,468	89,433	0	0	0	0	0	0	628,947	551,679	53
3125	4FB	INDIRECT COSTS	106,329	0	0	0	0	106,329	0	0	0	0	0	0	0	0	106,329	0	100
3179	4FC	CONTRACT SVC EMPLOY AGENT	10,000	683	0	0	342	0	0	0	0	0	0	0	0	6,912	1,025	2,063	79
3410	4FC	LOCAL TRAVEL	2,000	0	299	0	183	484	39	392	0	0	0	0	0	0	1,397	603	70
3510	4FC	POSTAGE and MESSENGER SVCS	250	0	0	0	0	0	0	27	0	0	0	0	0	0	27	223	11
3530	4FC	TOLL CHARGES	150	0	0	0	0	0	0	0	0	0	0	0	0	0	0	150	0
3610	4FC	RENTAL OF EQUIPMENT	4,000	0	0	110	471	236	0	0	0	0	0	0	0	3,185	817	(2)	100
3720	4FC	COMMUNICATIONS	2,700	0	0	604	325	604	1,178	0	0	0	0	0	0	0	2,711	(11)	100
3820	4FC	MAINTENANCE OF EQUIPMENT	3,500	0	0	0	743	522	0	1,165	0	0	0	0	0	3,867	2,429	(2,796)	180
3910	4FC	GRAPHIC REPROD SVCS	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	0
4010	4FC	DUES and MEMBERSHIPS	16,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	16,000	0
4020	4FC	BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	0
4110	4FC	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	4,000	0	0	2,520	185	115	554	124	0	0	0	0	0	0	3,499	501	87
4115	4FC	MISCELLANEOUS OPERATING SUPPLIES	2,000	0	0	85	74	0	104	0	0	0	0	0	0	0	263	1,737	13
4121	4FC	COMPUTER EQUIPMENT LESS THAN \$500	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	0
4123	4FC	EQUIPMENT LESS THAN \$1000	50	0	0	42	0	0	450	370	0	0	0	0	0	0	862	(612)	1,724
4412	4FC	PROMOTIONAL EXPENSES	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	0
4418	4FC	EDUCATIONAL ASSISTANCE PROGRAM	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	0
4422	4FC	SCHOLARSHIPS, AWARDS, BENEF	1,500	0	0	0	25	0	0	0	0	0	0	0	0	0	25	1,475	2
4482	4FG	SELF INS-PROP CASUALTY	14,565	0	0	14,565	0	0	0	0	0	0	0	0	0	0	14,565	0	100
		TOTAL OPERATIONS	168,194	683	299	17,926	2,348	106,289	2,325	2,078	0	0	0	0	0	13,965	133,948	20,282	88
		TOTAL UNIT 7521	1,348,720	48,868	91,951	154,525	94,288	194,976	85,794	91,511	0	0	0	0	0	13,965	782,895	571,861	58

COMMUNITY AND FAMILY SERVICES THROUGH APRIL 30, 2022: FUND: 7002 DEPT: 062 UNIT: 7522 : H.S. SERVICES: 58% OF FY ELAPSED

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ENCUMBERED AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD	
1120	4FE	REGULAR SALARIES and WAGES	6,710,006	302,284	543,816	759,711	513,490	542,828	470,404	540,087	0	0	0	0	0	0	3,672,599	3,037,407	55	
1130	4FE	OTHER SALARIES and WAGES	10,000	1,850	3,227	4,240	2,810	6,293	5,429	7,383	0	0	0	0	0	0	31,113	(21,113)	311	
1140	4FE	OVERTIME	5,000	987	11,957	20,166	4,574	17,149	10,631	21,940	0	0	0	0	0	0	87,404	(82,404)	1,748	
2110	4FE	FICA TAXES	513,315	22,171	40,790	57,284	39,036	41,406	35,434	41,860	0	0	0	0	0	0	277,781	235,534	54	
2120	4FE	RETIREMENT CONTRIBUTION	715,287	32,099	60,349	85,673	57,229	61,985	53,065	62,002	0	0	0	0	0	0	412,402	302,885	58	
2130	4FE	LIFE and HEALTH INSURANCE	2,502,038	80,217	146,384	203,176	166,100	154,644	141,383	152,043	0	0	0	0	0	0	1,043,946	1,456,092	42	
2131	4FE	HSA/FSA CONTRIBUTION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
2200	4FE	PAYMENTS TO OPEB TRUST	85,466	0	0	0	0	0	0	89,781	0	0	0	0	0	0	89,781	15,685	82	
		TOTAL SALARIES	10,541,112	439,408	806,523	1,130,249	783,336	824,305	716,340	894,856	0	0	0	0	0	0	5,595,024	4,946,088	53	
3192	4FF	SOFTWARE LICENSING SUPPORT FEE	53,000	0	0	0	0	0	0	27,640	0	0	0	0	0	0	27,640	25,360	52	
3197	4FF	CONTRACTUAL SERVICES NOT OTHERWISE SPECIFIED	1,000	0	0	0	150	0	0	0	0	0	0	0	0	0	150	850	15	
3350	4FF	OTHER INSURANCE and BONDS	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	100	0	
3410	4FF	LOCAL TRAVEL	9,000	0	1,553	94	1,413	995	26	1,862	0	0	0	0	0	0	5,965	3,035	66	
3530	4FF	TOLL CHARGES	2,000	0	76	135	174	102	254	212	0	0	0	0	0	0	952	1,048	48	
3610	4FF	RENTAL OF EQUIPMENT	63,000	0	1,343	3,704	3,680	6,067	1,178	0	0	0	0	0	0	0	43,358	17,972	97	
3720	4FF	COMMUNICATIONS	30,000	0	697	2,440	2,464	1,926	4,457	311	0	0	0	0	0	0	12,256	17,745	41	
3820	4FF	MAINTENANCE OF EQUIPMENT	32,000	0	77	316	2,066	3,171	654	3,894	0	0	0	0	0	0	19,520	10,179	93	
3910	4FF	GRAPHIC REPROD SVCS	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	100	0	
4020	4FF	BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS	3,000	0	0	0	0	1,476	0	1,790	0	0	0	0	0	0	3,286	(266)	109	
4040	4FF	LICENSE AND CERTIFICATION FEES	6,000	0	0	0	0	0	525	375	0	0	0	0	0	0	900	5,100	15	
4110	4FF	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	17,000	0	0	0	0	0	2,390	2,617	0	0	0	0	0	0	5,008	11,992	29	
4115	4FF	MISCELLANEOUS OPERATING SUPPLIES	80,000	0	0	1,078	107	199	35	1,477	0	0	0	0	0	0	2,895	57,105	5	
4116	4FF	EVENT/MEAL REIMBURSEMENTS	5,500	0	0	1,500	178	59	0	0	0	0	0	0	0	0	1,737	3,763	32	
4121	4FF	COMPUTER EQUIPMENT LESS THAN \$500	1,000	0	0	27	662	0	32	239	0	0	0	0	0	0	960	40	96	
4123	4FF	EQUIPMENT LESS THAN \$1000	11,150	0	0	87	277	0	673	2,138	0	0	0	0	0	0	3,175	7,975	28	
4135	4FF	FOOD and DIETARY	272,847	0	0	12,452	12,457	17,747	20,572	23,983	0	0	0	0	0	28,854	87,210	156,782	43	
4195	4FF	MISC SUPPLIES OR EXPENSES	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	100	0	
4412	4FF	PROMOTIONAL EXPENSES	1,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,500	0	
4418	4FF	EDUCATIONAL ASSISTANCE PROGRAM	4,000	0	0	0	333	1,916	0	0	0	0	0	0	0	0	2,250	1,750	56	
4450	4FF	PARENT ACTIVITY FUND	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	0	
4452	4FN	FIELD TRIPS-HEAD START	15,360	0	0	0	0	0	0	0	0	0	0	0	0	0	0	15,360	0	
4482	4FG	SELF INS-PROP CASUALTY	162,454	0	0	162,454	0	0	0	0	0	0	0	0	0	0	162,454	0	100	
8120	4FF	AID TO OTHER GOVT AGENCIES	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	0	
		TOTAL OPERATIONS	750,661	0	3,708	184,287	23,982	35,658	30,796	86,556	0	0	0	0	0	91,733	344,969	313,980	58	
		TOTAL UNIT 7522	11,261,773	439,408	810,229	1,314,536	897,306	859,983	747,144	961,414	0	0	0	0	0	0	91,733	5,939,983	5,269,847	53

COMMUNITY AND FAMILY SERVICES THROUGH APRIL 30, 2022: FUND: 7402 DEPT: 062 UNIT: 7523 : USDA ADMIN: 58% OF FY ELAPSED

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	D AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	4FQ	REGULAR SALARIES and WAGES	130,482	5,281	7,171	10,337	6,891	6,891	6,891	6,891	0	0	0	0	0	0	50,354	80,128	39
1140	4FQ	OVERTIME	1,500	0	16	0	0	0	0	0	0	0	0	0	0	0	16	1,484	1
2110	4FQ	FICA TAXES	9,981	394	532	768	513	513	513	513	0	0	0	0	0	0	3,744	6,237	38
2120	4FQ	RETIREMENT CONTRIBUTION	13,909	571	763	1,118	746	746	746	746	0	0	0	0	0	0	5,435	8,474	39
2130	4FQ	LIFE and HEALTH INSURANCE	46,200	1,215	1,855	2,291	1,550	1,590	1,590	1,590	0	0	0	0	0	0	11,678	34,522	25
2200	4FQ	PAYMENTS TO OPEB TRUST	1,649	0	0	0	0	0	0	1,282	0	0	0	0	0	0	1,282	367	78
		TOTAL SALARIES	203,721	7,462	10,337	14,514	9,699	9,739	9,739	11,021	0	0	0	0	0	0	72,510	131,211	36
3125	4FP	INDIRECT COSTS	6,543	0	0	0	0	6,543	0	0	0	0	0	0	0	0	6,543	0	100
3410	4FR	LOCAL TRAVEL	1,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,000	0
3530	4FR	TOLL CHARGES	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	0
3820	4FR	MAINTENANCE OF EQUIPMENT	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	0
4110	4FR	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	4,100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,100	0
4418	4FR	EDUCATIONAL ASSISTANCE PROGRAM	835	0	0	0	0	0	0	0	0	0	0	0	0	0	0	835	0
4482	4FS	SELF INS-PROP CASUALTY	544	0	0	544	0	0	0	0	0	0	0	0	0	0	544	0	100
		TOTAL OPERATIONS	13,122	0	0	544	0	6,543	0	0	0	0	0	0	0	0	7,087	6,035	54
		TOTAL UNIT 7523	216,843	7,462	10,337	15,058	9,699	16,282	9,739	11,021	0	0	0	0	0	0	79,597	137,246	37

COMMUNITY AND FAMILY SERVICES THROUGH APRIL 30, 2022: FUND: 7402 DEPT: 062 UNIT: 7524 : USDA SERVICES: 58% OF FY ELAPSED

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ENCUMBERED AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD	
1120	4FT	REGULAR SALARIES and WAGES	149,110	6,583	12,036	18,054	12,281	12,036	10,086	11,985	0	0	0	0	0	0	83,041	66,069	56	
1130	4FT	OTHER SALARIES and WAGES	0	0	0	1,067	743	0	0	0	0	0	0	0	0	0	1,809	(1,809)	0	
1140	4FT	OVERTIME	500	0	0	0	54	26	3	85	0	0	0	0	0	0	168	332	34	
2110	4FT	FICA TAXES	11,407	468	857	1,367	933	855	745	854	0	0	0	0	0	0	6,079	5,328	53	
2120	4FT	RETIREMENT CONTRIBUTION	15,895	712	1,302	1,953	1,312	1,305	1,092	1,304	0	0	0	0	0	0	8,980	8,915	57	
2130	4FT	LIFE and HEALTH INSURANCE	92,400	2,496	4,539	6,928	4,689	4,809	4,809	4,809	0	0	0	0	0	0	33,081	59,319	36	
2131	4FT	HSA/FSA CONTRIBUTION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
2200	4FT	PAYMENTS TO OPEB TRUST	3,297	0	0	0	0	0	0	3,204	0	0	0	0	0	0	3,204	93	97	
		TOTAL SALARIES	272,809	10,260	18,734	29,369	20,011	19,032	16,734	22,222	0	0	0	0	0	0	136,362	136,247	50	
3170	4FU	JANITORIAL SVC and SUPPLY	1,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,500	0	
4110	4FU	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	0	
4115	4FU	MISCELLANEOUS OPERATING SUPPLIES	1,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,000	0	
4123	4FU	EQUIPMENT LESS THAN \$1000	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	0	
4130	4FU	HOUSEHOLD AND KITCHEN SUPPLIES	3,300	0	0	0	427	0	0	0	0	0	0	0	0	0	427	2,873	13	
4135	4FU	FOODandDIETARY	975,163	0	0	58,573	51,597	123,733	43,809	164,781	0	0	0	0	0	0	310,693	442,493	221,977	77
4482	4FS	SELF INS-PROP CASUALTY	3,587	0	0	3,587	0	0	0	0	0	0	0	0	0	0	0	3,587	0	100
		TOTAL OPERATIONS	985,100	0	0	62,160	52,024	123,733	43,809	164,781	0	0	0	0	0	0	310,693	448,507	227,900	77
		TOTAL UNIT 7524	1,257,709	10,260	18,734	91,529	72,035	142,765	60,542	187,003	0	0	0	0	0	0	310,693	562,868	364,147	71

COMMUNITY AND FAMILY SERVICES THROUGH APRIL 30, 2022: FUND: 7002 DEPT: 062 UNIT: 7525 : H.S. TRAINING: 58% OF FY ELAPSED

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ENCUMBERED AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD	
3185	4FH	CONTRACT SVC-TRAINING	50,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50,000	0	
		CONTRACTUAL SERVICES NOT OTHERWISE SPECIFIED	2,000	0	0	1,125	1,125	0	0	0	0	0	0	0	0	0	0	2,250	(250)	113
3410	4FH	LOCAL TRAVEL	2,000	0	0	0	0	1,033	(63)	96	0	0	0	0	0	0	0	1,066	934	53
3420	4FH	OUT OF COUNTY TRAVEL	36,000	833	(87)	3,403	4,117	3,060	3,740	6,201	0	0	0	0	0	0	0	21,267	14,733	59
3610	4FH	RENTAL OF EQUIPMENT	2,000	0	0	478	478	0	0	0	0	0	0	0	0	0	0	956	1,044	48
3620	4FH	LEASES-BUILDINGS/STRUCTURES	3,370	0	0	1,340	670	0	0	0	0	0	0	0	0	0	0	2,010	1,360	60
3910	4FH	GRAPHIC REPROD SVCS	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	0	0
4020	4FH	BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS	1,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,000	0
4030	4FH	TRAINING AND EDUCATIONAL COST	38,000	0	0	22,245	36,747	14,891	(1,424)	29,019	0	0	0	0	0	0	0	101,478	(63,478)	267
4040	4FH	LICENSE AND CERTIFICATION FEES	3,500	0	0	0	0	0	100	(75)	0	0	0	0	0	0	0	25	3,475	1
4110	4FH	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	1,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,000	0
4115	4FH	MISCELLANEOUS OPERATING SUPPLIES	4,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,000	0
4116	4FH	EVENT/MEAL REIMBURSEMENTS	3,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,500	0
4418	4FH	EDUCATIONAL ASSISTANCE PROGRAM	10,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,000	0
		TOTAL OPERATIONS	156,670	833	(87)	28,591	43,137	18,984	2,353	35,242	0	0	0	0	0	0	0	129,053	27,817	82
		TOTAL UNIT 7525	156,670	833	(87)	28,591	43,137	18,984	2,353	35,242	0	0	0	0	0	0	0	129,053	27,817	82

COMMUNITY AND FAMILY SERVICES THROUGH APRIL 30, 2022: FUND: 7002 DEPT: 062 UNIT: 7526 : H.S. DISABILITY: 58% OF FY ELAPSED

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ENCUMBERED AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	4FI	REGULAR SALARIES and WAGES	230,307	10,309	19,157	28,202	18,802	18,802	18,571	19,206	0	0	0	0	0	0	133,048	97,259	58
1140	4FI	OVERTIME	500	0	89	0	0	0	19	97	0	0	0	0	0	0	205	295	41
2110	4FI	FICA TAXES	17,618	704	1,319	1,927	1,323	1,323	1,307	1,361	0	0	0	0	0	0	9,285	8,353	53
2120	4FI	RETIREMENT CONTRIBUTION	24,551	1,115	2,044	3,051	2,034	2,034	2,011	2,089	0	0	0	0	0	0	14,379	10,172	59
2130	4FI	LIFE and HEALTH INSURANCE	61,600	2,721	4,948	7,522	4,165	4,265	4,265	4,266	0	0	0	0	0	0	32,151	29,449	52
2131	4FI	HSA/FSA CONTRIBUTION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2200	4FI	PAYMENTS TO OPEB TRUST	1,660	0	0	0	0	0	0	1,578	0	0	0	0	0	0	1,578	82	95
		TOTAL SALARIES	336,236	14,850	27,557	40,703	26,324	26,424	26,172	28,597	0	0	0	0	0	0	190,626	145,610	57
3195	4FK	CONTRACT SERVICES MEDICAL	40,000	0	125	400	225	6,144	4,522	5,160	0	0	0	0	0	35,124	16,575	(11,699)	129
3410	4FK	LOCAL TRAVEL	1,700	0	249	0	170	394	0	648	0	0	0	0	0	0	1,460	240	86
3530	4FK	TOLL CHARGES	150	0	0	0	7	8	0	31	0	0	0	0	0	0	46	104	31
3720	4FK	COMMUNICATIONS	2,400	0	0	115	115	115	231	0	0	0	0	0	0	0	577	1,823	24
4020	4FK	BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS	1,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,500	0
4040	4FK	LICENSE AND CERTIFICATION FEES	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	0
4110	4FK	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	3,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,000	0
4115	4FK	MISCELLANEOUS OPERATING SUPPLIES	10,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,000	0
4121	4FK	COMPUTER EQUIPMENT LESS THAN \$500	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	0
4418	4FK	EDUCATIONAL ASSISTANCE PROGRAM	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	0
4482	4FG	SELF INS-PROP CASUALTY	6,693	0	0	6,693	0	0	0	0	0	0	0	0	0	0	6,693	0	100
		TOTAL OPERATIONS	66,493	0	374	7,208	518	6,661	4,753	5,838	0	0	0	0	0	35,124	25,352	6,017	91
		TOTAL UNIT 7526	402,729	14,850	27,930	47,912	26,841	33,085	30,925	34,435	0	0	0	0	0	35,124	215,978	151,627	62

COMMUNITY AND FAMILY SERVICES THROUGH APRIL 30, 2022: FUND: 7002 DEPT: 062 UNIT: 7527 : H.S. CHILD HEALTH AND DEVELOPMENT: 58% OF FY ELAPSED

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ENCUMBERED AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	4FV	REGULAR SALARIES and WAGES	288,530	9,542	17,017	16,951	10,483	10,460	10,370	10,601	0	0	0	0	0	0	85,424	203,106	30
1140	4FV	OVERTIME	500	10	74	124	0	64	75	0	0	0	0	0	0	0	346	154	69
2110	4FV	FICA TAXES	22,073	889	1,208	1,199	726	729	723	735	0	0	0	0	0	0	6,010	16,063	27
2120	4FV	RETIREMENT CONTRIBUTION	30,757	1,034	1,439	1,847	1,134	1,139	1,130	1,147	0	0	0	0	0	0	8,869	21,888	29
2130	4FV	LIFE and HEALTH INSURANCE	92,400	1,777	2,481	3,741	3,330	3,350	3,350	3,350	0	0	0	0	0	0	21,378	71,022	23
2131	4FV	HSA/FSA CONTRIBUTION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2200	4FV	PAYMENTS TO OPEB TRUST	1,660	0	0	0	0	0	0	1,183	0	0	0	0	0	0	1,183	477	71
		TOTAL SALARIES	435,920	13,051	22,218	23,882	15,673	15,742	15,648	17,015	0	0	0	0	0	0	123,210	312,710	28
3179	4FW	CONTRACT SVC EMPLOY AGENT	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	0
3195	4FW	CONTRACT SERVICES MEDICAL	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	0
3410	4FW	LOCAL TRAVEL	500	0	54	0	0	58	0	28	0	0	0	0	0	0	140	360	28
3530	4FW	TOLL CHARGES	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	100	0
3720	4FW	COMMUNICATIONS	2,000	0	0	161	185	161	322	0	0	0	0	0	0	0	829	1,171	41
4020	4FW	BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	100	0
4110	4FW	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	1,500	0	0	0	65	0	462	0	0	0	0	0	0	0	527	973	35
4115	4FW	MISCELLANEOUS OPERATING SUPPLIES	3,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,000	0
4121	4FW	COMPUTER EQUIPMENT LESS THAN \$500	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	0
4123	4FW	EQUIPMENT LESS THAN \$1000	3,000	0	0	0	260	0	0	0	0	0	0	0	0	0	260	2,740	9
4143	4FW	MEDandSURG SUPPLIES	4,100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,100	0
4418	4FW	EDUCATIONAL ASSISTANCE PROGRAM	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	0
4482	4FG	SELF INS-PROP CASUALTY	7,880	0	0	7,880	0	0	0	0	0	0	0	0	0	0	7,880	0	100
		TOTAL OPERATIONS	23,730	0	54	8,041	511	219	783	28	0	0	0	0	0	0	9,636	14,094	41
		TOTAL UNIT 7527	459,650	13,051	22,272	31,903	16,183	15,961	16,432	17,044	0	0	0	0	0	0	132,846	326,804	29

COMMUNITY AND FAMILY SERVICES APRIL 30, 2022: FUND: 7002 DEPT: 062 UNIT: 7528 : H.S. PARENT FAMILY COMMUNITY ENGAGEMENT: 58% OF FY ELAPSED

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ENCUMBERED AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	4FX	REGULAR SALARIES and WAGES	1,231,146	50,329	94,257	142,050	101,909	89,944	88,369	94,520	0	0	0	0	0	0	661,378	569,768	54
1130	4FX	OTHER SALARIES and WAGES	10,000	2,784	2,740	3,748	1,489	5,105	3,642	2,472	0	0	0	0	0	0	21,979	(11,979)	220
1140	4FX	OVERTIME	5,000	44	501	148	113	130	449	4,471	0	0	0	0	0	0	5,856	(856)	117
2110	4FX	FICA TAXES	94,183	3,847	7,131	10,637	7,839	6,907	6,705	7,399	0	0	0	0	0	0	50,266	43,917	53
2120	4FX	RETIREMENT CONTRIBUTION	131,240	5,679	11,069	16,595	9,719	10,567	10,372	11,543	0	0	0	0	0	0	75,544	55,896	58
2130	4FX	LIFE and HEALTH INSURANCE	385,000	12,737	24,681	37,436	27,014	25,374	25,378	25,475	0	0	0	0	0	0	178,075	206,925	46
2131	4FX	HSA/FSA CONTRIBUTION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2200	4FX	PAYMENTS TO OPEB TRUST	12,031	0	0	0	0	0	0	11,827	0	0	0	0	0	0	11,827	204	98
		TOTAL SALARIES	1,868,600	75,420	140,359	210,613	147,883	138,027	134,915	157,708	0	0	0	0	0	0	1,004,924	863,676	54
3410	4FY	LOCAL TRAVEL	3,000	0	280	8	337	418	80	375	0	0	0	0	0	0	1,498	1,502	50
3530	4FY	TOLL CHARGES	100	0	5	0	4	5	0	11	0	0	0	0	0	0	23	77	23
3720	4FY	COMMUNICATIONS	3,600	0	0	857	1,135	1,225	2,140	0	0	0	0	0	0	0	5,356	(1,756)	149
4020	4FY	BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	0
4110	4FY	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	7,000	0	0	0	0	690	158	(23)	0	0	0	0	0	0	825	6,175	12
4115	4FY	MISCELLANEOUS OPERATING SUPPLIES	500	0	0	92	396	221	0	0	0	0	0	0	0	0	709	(209)	142
4121	4FY	COMPUTER EQUIPMENT LESS THAN \$500	50	0	0	0	35	0	0	0	0	0	0	0	0	0	35	15	70
4123	4FY	EQUIPMENT LESS THAN \$1000	500	0	0	0	132	193	0	0	0	0	0	0	0	0	325	175	65
4412	4FY	PROMOTIONAL EXPENSES	7,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,000	0
4418	4FY	EDUCATIONAL ASSISTANCE PROGRAM	4,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,000	0
4450	4FY	PARENT ACTIVITY FUND	9,216	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9,216	0
4482	4FG	SELF INS-PROP CASUALTY	19,158	0	0	19,158	0	0	0	0	0	0	0	0	0	0	19,158	0	100
		TOTAL OPERATIONS	54,174	0	285	20,115	2,038	2,751	2,378	363	0	0	0	0	0	0	27,929	26,245	52
		TOTAL UNIT 7528	1,922,774	75,420	146,643	230,728	149,921	146,776	137,293	158,070	0	0	0	0	0	0	1,032,854	889,920	54

COMMUNITY AND FAMILY SERVICES THROUGH APRIL 30, 2022: FUND: 0001 DEPT: 062 UNIT: 7529 : H.S. GENERAL FUND: 58% OF FY ELAPSED

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ENCUMBERED AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	HZE	REGULAR SALARIES and WAGES	280,597	12,490	22,779	34,169	22,779	22,779	22,779	22,779	0	0	0	0	0	0	160,555	120,042	57
2110	HZE	FICA TAXES	21,464	915	1,669	2,503	1,662	1,662	1,662	1,662	0	0	0	0	0	0	11,735	9,729	55
2120	HZE	RETIREMENT CONTRIBUTION	29,912	1,351	2,465	3,697	2,465	2,465	2,465	2,465	0	0	0	0	0	0	17,372	12,540	58
2130	HZE	LIFE and HEALTH INSURANCE	92,400	2,937	5,341	8,112	5,558	5,658	5,658	5,658	0	0	0	0	0	0	38,923	53,477	42
2131	HZE	HSA/FSA CONTRIBUTION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2150	HZE	UNEMPLOYMENT COMPENSATION	500	0	0	0	0	0	3,101	0	0	0	0	0	0	0	3,101	(2,601)	620
		TOTAL SALARIES	424,873	17,694	32,254	48,481	32,464	32,564	35,665	32,564	0	0	0	0	0	0	231,686	193,187	55
3197	HZE	CONTRACTUAL SERVICES NOT OTHERWISE SPECIFIED	22,800	0	0	0	0	0	0	11,140	0	0	0	0	0	11,140	11,140	520	98
3810	HZE	MAINTENANCE OF BUILDINGS, IMPROVEMENTS, AND GROUNDS	1	0	(15,668)	15,668	0	0	0	0	0	0	0	0	0	0	0	1	0
4110	HZE	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	0
4115	HZE	MISCELLANEOUS OPERATING SUPPLIES	500	0	0	300	0	1,739	0	0	0	0	0	0	0	0	2,039	(1,539)	408
4123	HZE	EQUIPMENT LESS THAN \$1000	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	0
4135	HZE	FOOD and DIETARY	2,193	0	0	0	0	0	0	0	0	0	0	0	0	932	0	1,261	43
4482	HZE	SELF INS-PROP CASUALTY	283	0	0	283	0	0	0	0	0	0	0	0	0	0	283	0	100
6420	HZE	ROLLING STOCK	25,000	0	0	0	0	0	0	0	0	0	0	0	0	23,877	0	1,123	96
6438	HZE	COMPUTER EQUIPMENT > \$500	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	0
		TOTAL OPERATIONS	51,827	0	(15,668)	16,251	0	1,739	0	11,140	0	0	0	0	0	35,949	13,462	2,416	95
		TOTAL UNIT 7529	476,700	17,694	16,586	64,732	32,464	34,303	35,665	43,704	0	0	0	0	0	35,949	246,147	195,604	59

COMMUNITY AND FAMILY SERVICES THROUGH APRIL 30, 2022: FUND: 7002 DEPT: 062 UNIT: 7534 : H.S. FACILITIES: 58% OF FY ELAPSED

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ENCUMBERED AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	4FL	REGULAR SALARIES and WAGES	156,428	6,268	11,898	17,896	12,013	12,938	11,900	11,900	0	0	0	0	0	0	84,812	71,616	54
1130	4FL	OTHER SALARIES and WAGES	10,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,000	0
1140	4FL	OVERTIME	5,000	48	72	178	69	1,812	362	297	0	0	0	0	0	0	2,837	2,163	57
2110	4FL	FICA TAXES	11,967	438	834	1,260	823	1,027	837	832	0	0	0	0	0	0	6,053	5,914	51
2120	4FL	RETIREMENT CONTRIBUTION	16,675	683	1,295	1,956	1,307	1,596	1,327	1,320	0	0	0	0	0	0	9,484	7,191	57
2130	4FL	LIFE and HEALTH INSURANCE	61,600	2,331	4,240	6,420	4,993	5,053	5,053	5,053	0	0	0	0	0	0	33,143	28,457	54
2200	4FL	PAYMENTS TO OPEB TRUST	1,660	0	0	0	0	0	0	1,577	0	0	0	0	0	0	1,577	83	95
		TOTAL SALARIES	263,330	9,769	18,339	27,710	19,205	22,426	19,478	20,978	0	0	0	0	0	0	137,908	125,424	52
3167	4FM	PAYMENTS TO OTHER GOVERNMENTAL AGENCIES	11,000	0	0	1,359	1,578	3,736	1,527	849	0	0	0	0	0	2,579	9,048	(627)	106
3170	4FM	JANITORIAL SVC and SUPPLY	10,000	0	1,295	1,295	648	648	648	648	0	0	0	0	0	0	5,182	4,818	52
3179	4FM	CONTRACT SVC EMPLOY AGENT	7,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,000	0
3197	4FM	CONTRACTUAL SERVICES NOT OTHERWISE SPECIFIED	5,000	0	0	2,100	0	0	0	0	0	0	0	0	0	0	2,100	2,900	42
3350	4FM	OTHER INSURANCE and BONDS	10,000	0	0	5,458	0	0	0	0	0	0	0	0	0	0	5,458	4,542	55
3410	4FM	LOCAL TRAVEL	800	0	0	0	36	0	0	0	0	0	0	0	0	0	36	764	5
3520	4FM	MOVING EXPENSE-CO ASSETS	7,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,000	0
3530	4FM	TOLL CHARGES	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	0
3610	4FM	RENTAL OF EQUIPMENT	1,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,000	0
3620	4FM	LEASES-BUILDINGS/STRUCTURES	300,000	0	125	125	63	63	63	63	0	0	0	0	0	0	500	299,500	0
3710	4FM	UTILITIES	25,000	0	1,679	3,282	2,661	2,337	3,490	3,193	0	0	0	0	0	0	16,643	8,357	67
3720	4FM	COMMUNICATIONS	4,800	0	0	191	151	191	381	0	0	0	0	0	0	0	913	3,887	19
3810	4FM	MAINTENANCE OF BUILDINGS, IMPROVEMENTS, AND GROUNDS	30,000	0	678	785	360	1,109	339	926	0	0	0	0	0	0	4,196	25,804	14
3820	4FM	MAINTENANCE OF EQUIPMENT	3,000	0	0	196	0	98	0	0	0	0	0	0	0	0	294	2,706	10
3825	4FD	INTERNAL FLEET MANAGEMENT CHARGES	21,797	0	0	2,104	0	1,274	1,935	2,327	0	0	0	0	0	0	7,640	14,157	35
3910	4FM	GRAPHIC REPROD SVCS	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	0
4110	4FM	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	1,500	0	0	0	88	0	30	0	0	0	0	0	0	0	118	1,382	8
4115	4FM	MISCELLANEOUS OPERATING SUPPLIES	7,000	0	0	36	41	0	1,052	398	0	0	0	0	0	0	1,527	5,473	22
4123	4FM	EQUIPMENT LESS THAN \$1000	5,000	0	0	0	0	0	0	299	0	0	0	0	0	0	299	4,701	6
4126	4FM	TOOLS and SMALL IMPLEMENTS	5,000	0	0	15	70	0	0	17	0	0	0	0	0	0	102	4,898	2
4175	4FM	CLOTHING AND WEARING APPAREL	200	0	0	75	22	0	0	0	0	0	0	0	0	0	97	103	48
4195	4FM	MISC SUPPLIES OR EXPENSES	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	0
		TOTAL OPERATIONS	456,147	0	3,777	17,021	5,717	8,456	9,464	8,719	0	0	0	0	0	2,579	54,154	399,414	12
		TOTAL UNIT 7534	719,477	9,769	22,116	44,731	24,923	31,882	28,942	29,698	0	0	0	0	0	2,579	192,060	524,838	27

COMMUNITY AND FAMILY SERVICES MONTHLY EXPENSE REPORT APRIL 30,2022: FUND: 7046 DEPT: 062 UNIT: 7535 : H.S. DISASTER & RECOVERY

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	PRE-ENCUMBERED AMOUNT	ENCUMBERED AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
3125	2GA	INDIRECT COSTS	333,100	0	0	0	0	4,155	0	0	0	0	0	0	0	0	0	4,155	328,945	1
3170	2GB	JANITORIAL SVC and SUPPLY	10,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,500	0
3197	2GB	CONTRACTUAL SERVICES NOT OTHERWISE SPECIFIED	15,770	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	15,770	0
3420	2GB	OUT OF COUNTY TRAVEL	34,266	0	0	0	0	0	2,694	3,043	0	0	0	0	0	0	0	5,737	28,529	17
3810	2GB	MAINTENANCE OF BUILDINGS, IMPROVEMENTS, AND GROUNDS	990,176	0	0	0	0	0	0	0	0	0	0	0	0	140,000	0	0	850,176	14
4020	2GB	BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS	6,437	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6,437	0
4030	2GB	TRAINING AND EDUCATIONAL COST	120,034	0	0	0	19,467	0	1,300	29,200	0	0	0	0	0	0	38,933	49,967	31,134	74
4040	2GB	LICENSE AND CERTIFICATION FEES	2,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,000	0
4110	2GB	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	24,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	24,000	0
4115	2GB	MISCELLANEOUS OPERATING SUPPLIES	53,762	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	53,762	0
4120	2GB	SOFTWARE < \$1000	16,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	16,000	0
4123	2GB	EQUIPMENT LESS THAN \$1000	52,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	52,000	0
4143	2GB	MEDandSURG SUPPLIES	12,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12,500	0
6310	2GC	STRUCT and FAC OTH TH BLDGS	400,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	400,000	0
6410	2GC	EQUIPMENT	46,000	0	0	0	9,997	0	0	0	0	0	0	0	0	0	0	9,997	36,003	22
6420	2GC	ROLLING STOCK	7,358	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,358	0
		TOTAL OPERATIONS	2,123,903	0	0	0	29,464	4,155	3,994	32,243	0	0	0	0	0	140,000	38,933	69,856	1,875,114	12
		TOTAL UNIT 7535	2,123,903	0	0	0	29,464	4,155	3,994	32,243	0	0	0	0	0	140,000	38,933	69,856	1,875,114	12

HEAD START MONTHLY PURCHASE CARD REPORT FOR MARCH, 2021:

CH Full Name	Comp Supp Name	Amount	Purchase Date	GL: FUND	GL: DEPT	GL: UNIT
CLAYTON, AMANDA	DOLLARTREE	16.25	4/4/2022	5872	062	8153
CLAYTON, AMANDA	BAUDVILLE INC.	286.02	4/28/2022	5872	062	8153
CLAYTON, AMANDA	PUBLIX #436	37.45	4/6/2022	7002	062	7522
CLAYTON, AMANDA	PUBLIX #436	31.22	4/6/2022	7002	062	7522
CLAYTON, AMANDA	PUBLIX #1174	18.18	4/21/2022	7002	062	7522
CLAYTON, AMANDA	WAL-MART #3162	21.34	4/27/2022	7002	062	7522
DEONARINE, VIDYA D	LAKESHORE LEARNING MATER	164.56	4/18/2022	7002	062	7522
DEONARINE, VIDYA D	WM SUPERCENTER	47.76	4/18/2022	7002	062	7522
DEONARINE, VIDYA D	LAKESHORE LEARNING MATER	5.58	4/18/2022	7002	062	7522
DEONARINE, VIDYA D	LAKESHORE LEARNING MATER	485.10	4/18/2022	7002	062	7522
DEONARINE, VIDYA D	WM SUPERCENTER	23.88	4/27/2022	7002	062	7522
DEONARINE, VIDYA D	THE COUNCIL FOR PROFESSI	425.00	4/27/2022	7002	062	7522
DUCK, CORTINA	INTERNATIONAL TRANSACTION	1.92	4/15/2022	7002	062	7522
DUCK, CORTINA	CRISIS PREVENTION INSTITU	2,499.00	4/18/2022	7002	062	7522
DUCK, CORTINA	POSITIVE PROMOTIONS	5,209.49	4/20/2022	7002	062	7522
DUCK, CORTINA	OFFICEMAX/OFFICEDEPT#6876	939.55	4/21/2022	7002	062	7522
DUCK, CORTINA	WATER - COFFEE DELIVERY	1,214.53	4/29/2022	7002	062	7522
DUCK, CORTINA	AGENCY FOR HEALTHCARE AD	43.25	5/2/2022	7002	062	7522
DUCK, CORTINA	AHCA SERVICE FEE	1.41	5/2/2022	7002	062	7522
DUCK, CORTINA	AGENCY FOR HEALTHCARE AD	13.25	4/5/2022	7002	062	7534
DUCK, CORTINA	AHCA SERVICE FEE	0.43	4/5/2022	7002	062	7534
DUCK, CORTINA	AHCA SERVICE FEE	0.43	4/5/2022	7002	062	7534
DUCK, CORTINA	AGENCY FOR HEALTHCARE AD	13.25	4/5/2022	7002	062	7534
DUCK, CORTINA	AGENCY FOR HEALTHCARE AD	13.25	4/11/2022	7002	062	7534
DUCK, CORTINA	AHCA SERVICE FEE	0.43	4/11/2022	7002	062	7534
DUCK, CORTINA	AHCA SERVICE FEE	1.41	4/13/2022	7002	062	7534
DUCK, CORTINA	AHCA SERVICE FEE	1.41	4/13/2022	7002	062	7534
DUCK, CORTINA	AGENCY FOR HEALTHCARE AD	43.25	4/13/2022	7002	062	7534
DUCK, CORTINA	AGENCY FOR HEALTHCARE AD	43.25	4/13/2022	7002	062	7534
DUCK, CORTINA	AHCA SERVICE FEE	1.41	4/20/2022	7002	062	7534
DUCK, CORTINA	AGENCY FOR HEALTHCARE AD	43.25	4/20/2022	7002	062	7534
DUCK, CORTINA	USPS PO 1169260806	26.95	4/12/2022	7002	062	7521
DUCK, CORTINA	USPS PO 1169260806	54.15	4/19/2022	7002	062	7521
DUCK, CORTINA	QR-Code-Generator.com	191.88	4/15/2022	7002	062	7522
DUCK, CORTINA	POSITIVE PROMOTIONS	365.45	4/18/2022	7002	062	7522
DUCK, CORTINA	OFFICE DEPOT	33.38	4/20/2022	7002	062	7522
DUCK, CORTINA	OFFICEMAX/OFFICEDEPT#6876	24.38	4/21/2022	7002	062	7522
DUCK, CORTINA	OFFICEMAX/OFFICEDEPT#6876	200.57	4/18/2022	7002	062	7522
DUCK, CORTINA	OFFICEMAX/OFFICEDEPT#6876	151.49	4/20/2022	7002	062	7522
DUCK, CORTINA	OFFICEMAX/OFFICEDEPT#6876	41.99	4/20/2022	7002	062	7522
ELIBERT, MIGUERLINE	OWL INC	600.00	4/6/2022	7002	062	7522
FLORES, DAISY	LOWES #01598	1,820.68	4/18/2022	7002	062	7522
FLORES, DAISY	DADE PAPER -	4,653.25	4/14/2022	7002	062	7522
FLORES, DAISY	ULINE SHIP SUPPLIES	4,981.89	4/18/2022	5872	062	8153
FLORES, DAISY	LOWES #01598	994.80	4/6/2022	7002	062	7522
FLORES, DAISY	LOWES #01598	(182.07)	4/27/2022	7002	062	7522
FLORES, DAISY	SYSCO CORP	563.49	4/11/2022	7002	062	7522
FLORES, DAISY	PUBLIX #897	31.93	4/20/2022	7002	062	7522
MOORE, SANDRA	CDW GOVT #V328999	1,523.00	4/4/2022	7002	062	7522
MOORE, SANDRA	NATIONAL HEAD START ASSO	3,899.00	4/5/2022	7002	062	7522
MOORE, SANDRA	CDW GOVT #V389667	306.00	4/5/2022	7002	062	7522
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	1,124.70	4/6/2022	7002	062	7522
MOORE, SANDRA	AMZN Mktp US	7,771.89	4/7/2022	7002	062	7522
MOORE, SANDRA	CDW GOVT #V645524	34.00	4/11/2022	7002	062	7522
MOORE, SANDRA	PANERA BREAD	(171.52)	4/13/2022	7002	062	7522
MOORE, SANDRA	AMZN Mktp US	344.90	4/14/2022	7002	062	7522

HEAD START MONTHLY PURCHASE CARD REPORT FOR MARCH, 2021:

CH Full Name	Comp Supp Name	Amount	Purchase Date	GL: FUND	GL: DEPT	GL: UNIT
MOORE, SANDRA	OFFICE DEPOT	7.79	4/15/2022	7002	062	
MOORE, SANDRA	CDW GOVT #V851949	(391.26)	4/15/2022	7002	062	
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	346.18	4/18/2022	7002	062	
MOORE, SANDRA	AMZN Mktp US	448.37	4/18/2022	7002	062	
MOORE, SANDRA	CDW GOVT #V960663	5,684.00	4/18/2022	7002	062	
MOORE, SANDRA	AMZN Mktp US	223.17	4/21/2022	7002	062	
MOORE, SANDRA	WAL-MART #3162	57.36	4/22/2022	7002	062	
MOORE, SANDRA	PUBLIX #436	20.55	4/22/2022	7002	062	
MOORE, SANDRA	OFFICE DEPOT	(7.79)	4/25/2022	7002	062	
MOORE, SANDRA	OFFICE DEPOT	62.62	4/28/2022	7002	062	
MOORE, SANDRA	AMZN Mktp US	966.11	4/28/2022	7002	062	
MOORE, SANDRA	UNITED TROPHY AND AWARDS	146.40	4/28/2022	7002	062	
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	684.87	5/2/2022	7002	062	
RIVERA, LIMARYS	TEACHSTONE TRAINING	559.36	4/21/2022	7001	062	7525
RUFF, SANDRA D	2022 LEADERSHIP SUMMIT	1,900.00	4/7/2022	7007	062	7521
RUFF, SANDRA D	WIPFLILLP	2,950.00	4/7/2022	7007	062	7521
RUFF, SANDRA D	SOUTHWES 5262103705898	322.95	4/8/2022	7007	062	7521
RUFF, SANDRA D	OMNI HOTELS	208.41	4/8/2022	7007	062	7521
RUFF, SANDRA D	SOUTHWES 5262103705896	322.95	4/8/2022	7007	062	7521
RUFF, SANDRA D	OMNI HOTELS	208.41	4/8/2022	7007	062	7521
RUFF, SANDRA D	SOUTHWES 5262103705899	322.95	4/8/2022	7007	062	7521
RUFF, SANDRA D	OMNI HOTELS	208.41	4/8/2022	7007	062	7521
RUFF, SANDRA D	SOUTHWES 5262103705897	322.95	4/8/2022	7007	062	7521
RUFF, SANDRA D	OMNI HOTELS	208.41	4/8/2022	7007	062	7521
RUFF, SANDRA D	2022 LEADERSHIP SUMMIT	475.00	4/12/2022	7007	062	7521
RUFF, SANDRA D	SOUTHWES 5262106210642	30.01	4/13/2022	7007	062	7521
RUFF, SANDRA D	SOUTHWES 5262106236703	354.96	4/13/2022	7007	062	7521
RUFF, SANDRA D	OMNI HOTELS	207.71	4/13/2022	7007	062	7521
RUFF, SANDRA D	Hampton Inn Louisville	661.60	4/18/2022	7007	062	7521
RUFF, SANDRA D	Hampton Inn Louisville	661.60	4/18/2022	7007	062	7521
RUFF, SANDRA D	HYATT REGENCY NEW ORLNS	797.52	4/25/2022	7007	062	7521
RUFF, SANDRA D	SOUTHWES 5262110717519	109.00	4/25/2022	7007	062	7521
RUFF, SANDRA D	HYATT REGENCY NEW ORLNS	797.52	4/25/2022	7007	062	7521
RUFF, SANDRA D	HYATT REGENCY NEW ORLNS	797.52	4/25/2022	7007	062	7521
RUFF, SANDRA D	SOUTHWES 5262110717520	109.00	4/25/2022	7007	062	7521
RUFF, SANDRA D	MID FLORIDA TECH	4,980.00	4/26/2022	7007	062	7521
RUFF, SANDRA D	NEW HORIZONS	5,000.00	4/26/2022	7007	062	7521
RUFF, SANDRA D	NEW HORIZONS	1,401.00	4/26/2022	7007	062	7521
SANDERS, NICK A	LOWES #01598	624.46	4/4/2022	7002	062	
SANDERS, NICK A	LOWES #01598	44.18	4/4/2022	7002	062	
SANDERS, NICK A	LOWES #01598	62.94	4/8/2022	7002	062	
SANDERS, NICK A	LOWES #01598	69.24	4/21/2022	7002	062	
SANDERS, NICK A	LOWES #01598	28.40	4/25/2022	7002	062	
SANDERS, NICK A	LOWES #01598	(1,860.00)	4/25/2022	7002	062	
SANDERS, NICK A	FLORIDA PAINTS	113.60	4/25/2022	7002	062	
SANDERS, NICK A	LOWES #01598	68.98	4/26/2022	7002	062	
SMITH, KERRY-ANN	SQ SKY HAWK	54.00	4/19/2022	7002	062	7522
SMITH, KERRY-ANN	CURB SVC METAIRIE	41.00	4/25/2022	7002	062	7522
SMITH, KERRY-ANN	WM SUPERCENTER	5.00	4/11/2022	7002	062	7522
SMITH, KERRY-ANN	WAL-MART #4588	167.16	4/7/2022	7002	062	7522
SMITH, KERRY-ANN	CARIBBEAN SUPERCENT	34.97	4/18/2022	7002	062	7522
SMITH, KERRY-ANN	PUBLIX #1754	51.72	4/26/2022	7002	062	7522
SMITH, KERRY-ANN	PUBLIX #436	46.34	4/28/2022	7002	062	7522
SMITH, KERRY-ANN	PUBLIX #1754	9.98	4/29/2022	7002	062	7522
TOTAL		72,760.27				




Interoffice Memorandum

March 18, 2022

AGENDA ITEM

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

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

FROM: Sonya L. Hill, Manager
Head Start Division
Contact: Sonya L. Hill (407) 836-7409
Sandra Moore (407) 836-8913

SUBJECT: **Consent Agenda Item – April 4, 2022**
Filing of the Head Start Eligibility Priority Selection Criteria for the 2022-2023 school year for the Official County Record

Head Start programs must establish a formal selection process, as mandated by the Improving Head Start for School Readiness Act of 2007 (Head Start Act) and Head Start Program Performance Standard (HSPPS) 1302.14. The priority selection criteria indicate a program has a selection criterion that weighs the prioritization of selection of the participants, based on the needs identified in the community needs assessment as described in 1302.11(b).

The program must annually establish a process to examine the needs and ensure priority is given to those with the greatest need. The eligibility priority selection criteria is used to determine the selection of eligible children for the Head Start Program. After reviewing data with the Eligibility Priority Selection Criteria Committee, it was determined that the criterion will not change. The committee will re-evaluate the process mid-year after the release of the new census data.

The Head Start Policy Council will be made aware of the eligibility priority selection criteria having no changes for the upcoming 2022-2023 school year during the March 24, 2022 Policy Council meeting.

ACTION REQUESTED: Receipt and filing of the Head Start Eligibility Priority Selection Criteria for the 2022-2023 school year for the Official County Record.

SLH/smm:jamh

Attachment



**ORANGE COUNTY HEAD START
Parent Family and Community Engagement**



Monthly Homeless Report

Apr/29/2022

	Dover Shores	E.Orange	Engelwood	
Chld plus ID#:	91463	93125	90294	TOTAL
Follow Ups	0	3	0	3
Referrals visible and documented in system	0	0	0	0
TOTAL	0	3	0	3

Progress Gains			
Site	Dover Shores	E.Orange	Engelwood
Assessment Completion	Both assessments completed.	1st assessment completed, family enrolled after due date.	Both assessment completed.
Family Services Information	Staff needs to follow up with the family need identified identified status and update the PIR to reflect changes in the family housing.	FSW needs to provide more follow up with the family goal and provide referrals to support the family.	There's no follow up with the parent goal. PIR area needs to be updated. Further documentation is needed on outcomes in the assessment and partnership agreements.
Resources family received from FS	yes	No	No

Child Plus Dashboard Homeless Reporting April 2021-2022



	Centers	Making Gains	Goal Completed	Homeless
1	Aloma	29	7	3
2	Bithlo	12	9	4
3	Callahan	9	2	4
4	Dillard	14	0	0
5	Dover Shores	24	0	2
6	East Orange	74	17	17
7	Engelwood	20	0	6
8	Hal Marston	61	9	3
9	Hungerford Elm	16	1	4
10	John Bridges	102	14	20
11	Lila Mitchell	0	0	1
12	McCoy	12	0	1
13	Millenia	21	0	5
15	Pine Hills	23	13	2
16	S.O. YMCA	10	1	3
17	Southwood	41	11	18
18	Taft	61	0	6
19	Three Points	42	7	3
20	Ventura	35	6	1
21	W.S. ELC	13	0	4
22	W.S. ELM	18	0	3
23	W. Oaks ELM	8	0	1
	Total:	645	97	111

Total # of homeless families' 111

Total # of families acquired housing: 0

Total # of New families: 3

Homeless ADA 76.45%



ORANGE COUNTY HEAD START 2021-2022

ERSEA REPORT

MONTH: April 2022

YEAR: 2021-2022

Sites	Funded Enrollment	Monthly Actual Enrollment	10% IEP Actual Enrollment	Drops YTD	Monthly Waiting List	Monthly New Applications 2021-2022	Monthly New Applications 2022-2023
Aloma	37	30	5%	13	1	0	1
Bithlo	34	28	3%	7	0	0	4
Callahan	49	39	5%	10	0	0	3
Dillard	36	32	0	10	5	0	4
Dover Shores	54	52	4%	11	0	0	9
East Orange	111	95	5%	23	6	2	27
Engelwood	57	53	9%	9	5	1	2
Hal P Marston	90	67	3%	19	1	4	5
Hungerford	36	30	0	8	4	0	4
John Bridges	134	108	0	30	3	0	25
Lila Mitchell	70	63	2%	20	9	0	6
McCoy	37	31	3%	8	3	0	1
Millennia	35	29	7%	4	8	0	3
Pine Hills	195	129	2%	46	10	0	15
SO YMCA	57	45	0	14	0	0	4
Southwood	113	108	0	24	7	3	23
Taft	114	74	3%	23	0	1	8
Three Points	57	44	4%	11	15	0	10
Ventura	37	37	11%	7	4	0	2
WS ELC	91	70	1%	21	4	1	3
WS Elementary	57	48	8%	7	4	1	2
West Oaks Elm	35	24	0	2	0	0	3
Total	1536	1236	3% (40)	327	88	13	164
Goal	1536	1536	+ 154 (10%)	-191	+ 154 (10%)	48	
Previous Month		1232		313	97	6	56

Monthly Chronic Absenteeism	Current Month	Monthly Goal	Previous Month	Reasons w/ Highest Percentages	
Severe Chronic Absences (20% Over)	21%	10%(154)	30%	Attempt to contact, No contact	14%
Moderate Chronic Absences (10-20% Over)	22%	20%(307)	25%	Sick or Dr's Appointment	31%
Not Chronically Absent (Less than 10%)	57%	70% (1075)	45%	Transportation	10%

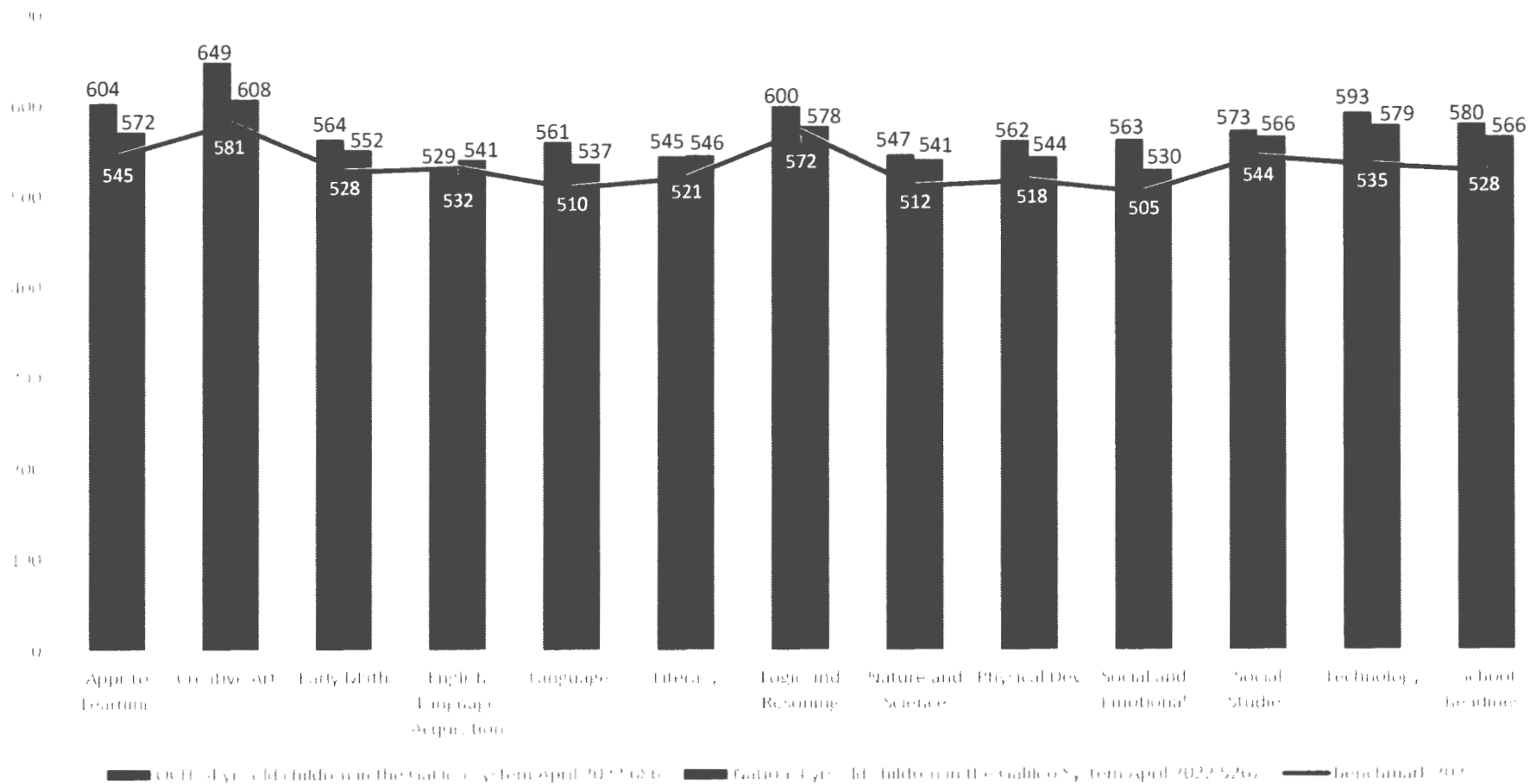
ORANGE COUNTY HEAD START 2021-2022

ERSEA REPORT

Site	Funded Enrollment	Returning Children	New Applications Needed by Site for Selections	Total Applications Selections	Recruitment Efforts
Aloma	37	17	0		OCPS Ventura, TRUE Health, Hoffner Dental, NCF, Engelwood Community Center, Walr ALDI, Tainos Bakery, Homegoods, Sedanos
	34	13	11		Taco Bell, Walgreens, McDonald
Callahan	49	28	1		Additions Financial, Subway, Coast Dental, Citgo, Beauty Depot, Get More Tax Services, Laundry, Boost Mobile, Citgo Magic Market, Advent Health Centra Care
Dillard	36	19	4		Ocoee Orange County Clerk, First Choice Peds, Nemours Children Health, Habitat for Humanity, Ocoee Ped, WIC, Community Health Center Winter Garden, Fork & Flora latir Bistro
Dover Shores	54	15	1		Citgo Curry Ford, Publix, Pet Supplies Plus, Conway Dry Cleaner, ACE, Access, Curry Ford Pharmacy, Habilah Beauty Salon, Dover Shores Elementary School, Presidente, Family D The park aptms, The Corner Stone
	111	52	30		CODA aptms, EOS APTMS, The Lofts, The place at Alafaya, Windmill Point, Orange Coun Sheriff office, Chains of Ministry Inc, OCPS, The Mustard Seed of Central Florida, Center
	57	28	1		True Health, Sun Center, give flyers out to OCPS parents, Engelwood recreation center,
Hal Marston	90	40	18		Palm Grove Gardens, McDonalds, It's Fashion, Laundromat in Park Plaza, #1 Beauty Supply, The Preserve at Emerald Villas, Central FL Urban League, Seminole Ridge Aptms, Silver Hill Aptms, Fusion Aptms, Lotte Plaza Aptms, My Gyros Wings and Grill, Orlando S Aptms, The Park Collington, Rolling Hill Aptms, Stella West Aptms, Hibiscus Place
Hungerford	36				Parents in HS, Mustard Seed, Kidswood Ped, Edgewater Ped, Klemira Ped, Zoe's Kitchen
John Bridges	134	61	25		Lorell Elementary School, Wheatley Elementary School, All my kids Pediatrics, Farm Wo Association, Family Promise of greater Orlando, Apopka Pregnancy Care Center
	70	37	5		Washington Park Library, Orange County Health Dept, Neighborhood Center for familie:
McCoy	37	17	4		West Oak Elementary, Southern Oaks Aptm, Beauty 21, Rosala West
Millennia	35	0			Beauty and beyond Beauty Supplies, The park at Highgate, Us Nails, recruitment event z Pine Hills.
	195	86	20		Southern Oaks, Beauty 21, Rosala West, Dream Big Pre-school, Beracah Church, Rosala ' t, Advocate Groups Central FL, Nemours children health, Healthy Start, Primary Care Ac
South YMCA	57	27	8		All parents in HS-Flyers distributions, True Health Center, WIC,
	113	58	6		Outlet, Magnolia Nails, Sneaker,
	114	47	23		Recruitment Event Community Action, TAFT NCF, Wetherbee Elementary School, Mead Woods Elementary School, South Creek
Three Points	57	26	6		Jobs Partnership, AARP, Orange County Library System
Ventura	37	18	5		OCPS Ventura, TRUE Health, Hoffner Dental, NCF, Engelwood Community Center, Walr Aldi, Tainos Bakery, Homegoods, Sedanos

WS ELC	91	34	0		Kirkman Shopping Plaza, 5506 Metro West BLVD, Chik fil a, LA fitness, Kirkman Oaks Shopping Plaza
Washington Shores Elementary	57	14	4		New York China, WA Barbershop & Style, Spot @ Washington Shores, Lees Market, Bliss Kurves, RX Florida, Pendana Apts, KWIK sHOP
██████████	35	0			Beauty Exchange Beauty Supply, One Stop Housing, Seana's Caribbean, Wood aptms.
Total	1536	655	185		

Orange County Head Start
Early Childhood Assessment Scores
Four Year Old (4 Yrs) April 2022

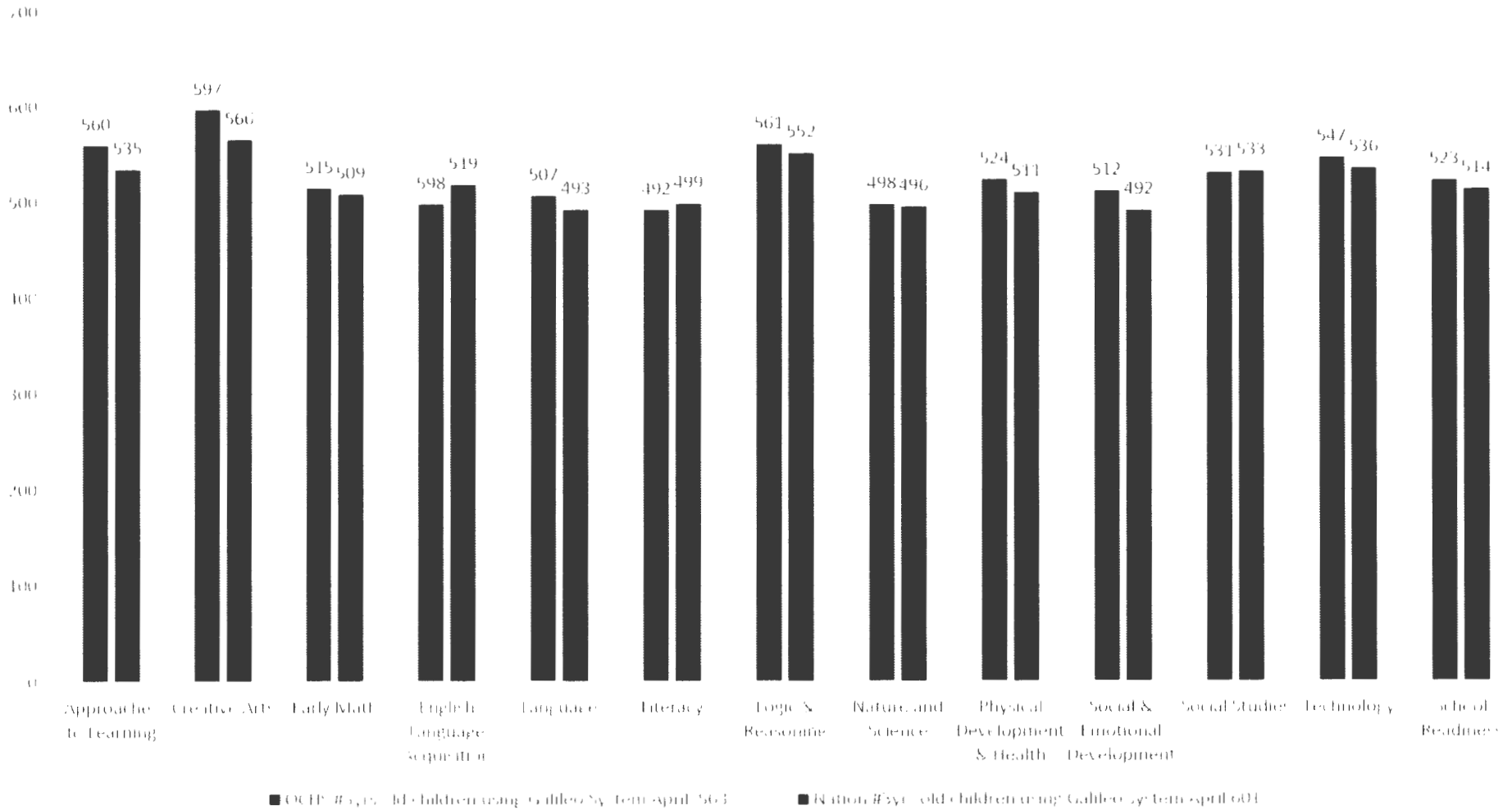


*The Developmental Scores (DL) indicates the Orange County Head Start enrolled children’s position in the Galileo Developmental Progression Validated System in comparison with the Nation.

Benchmark April 2022

<i>App</i>	<i>CA</i>	<i>EM</i>	<i>ELA</i>	<i>LAN</i>	<i>LIT</i>	<i>L&R</i>	<i>N&SC</i>	<i>PD&H</i>	<i>S&ED</i>	<i>SS</i>	<i>TECH</i>	<i>SR</i>
545	581	528	532	510	521	572	512	518	504	540	535	528

Orange County Head Start Early Childhood Assessment Scores Three Year Old (3 Yrs) APRIL 2022



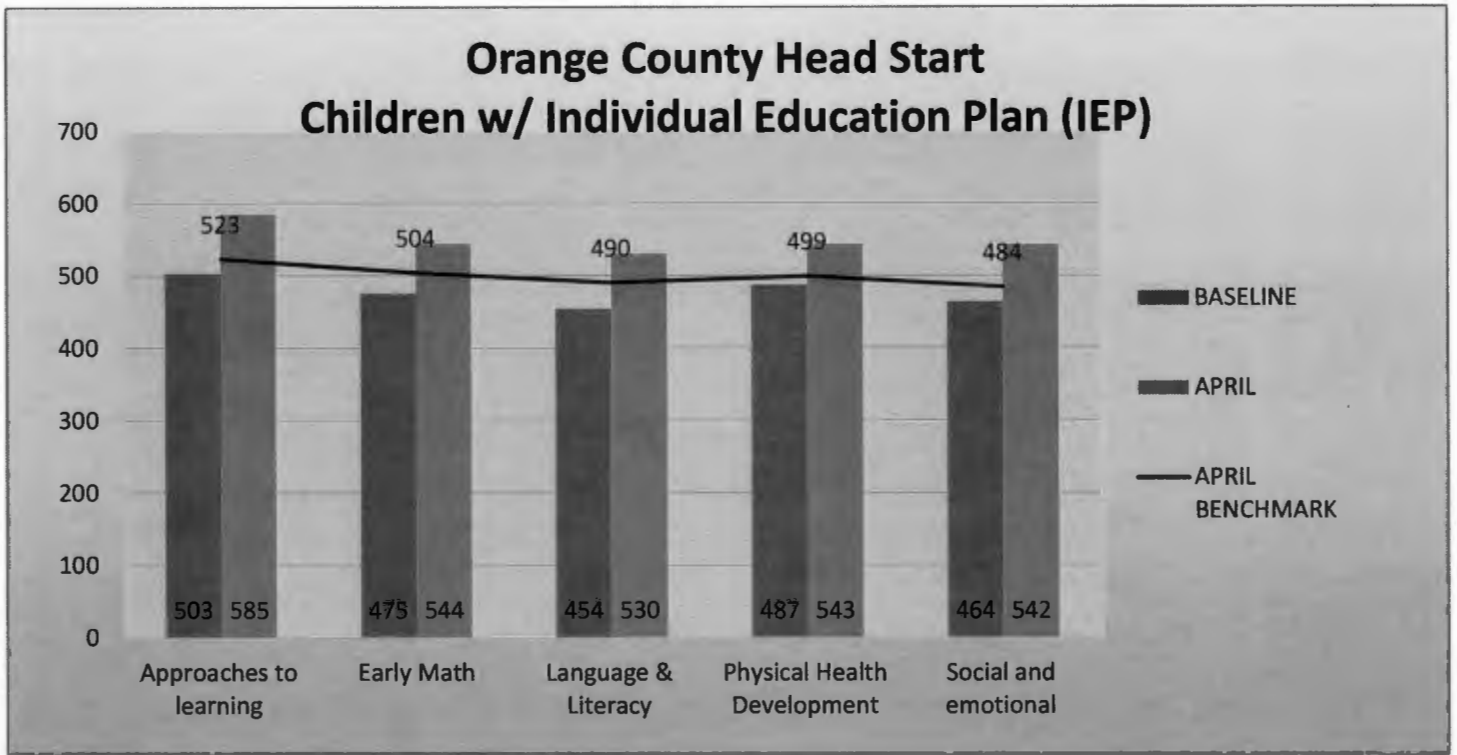
*The Developmental Scores (DL) indicates the Orange County Head Start first year enrolled children’s position in the Galileo Developmental Progression Validated System in comparison with the Nation.

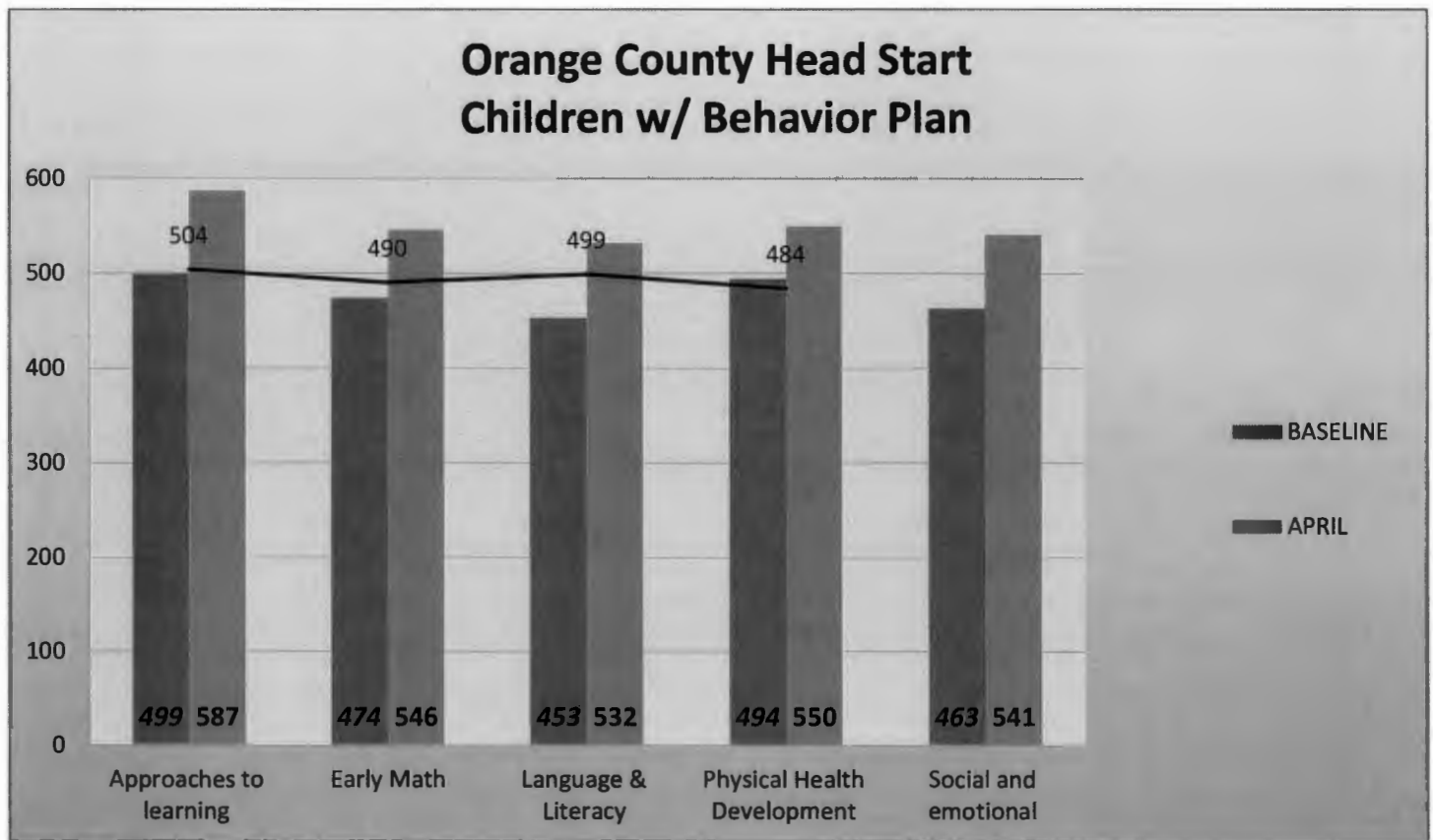
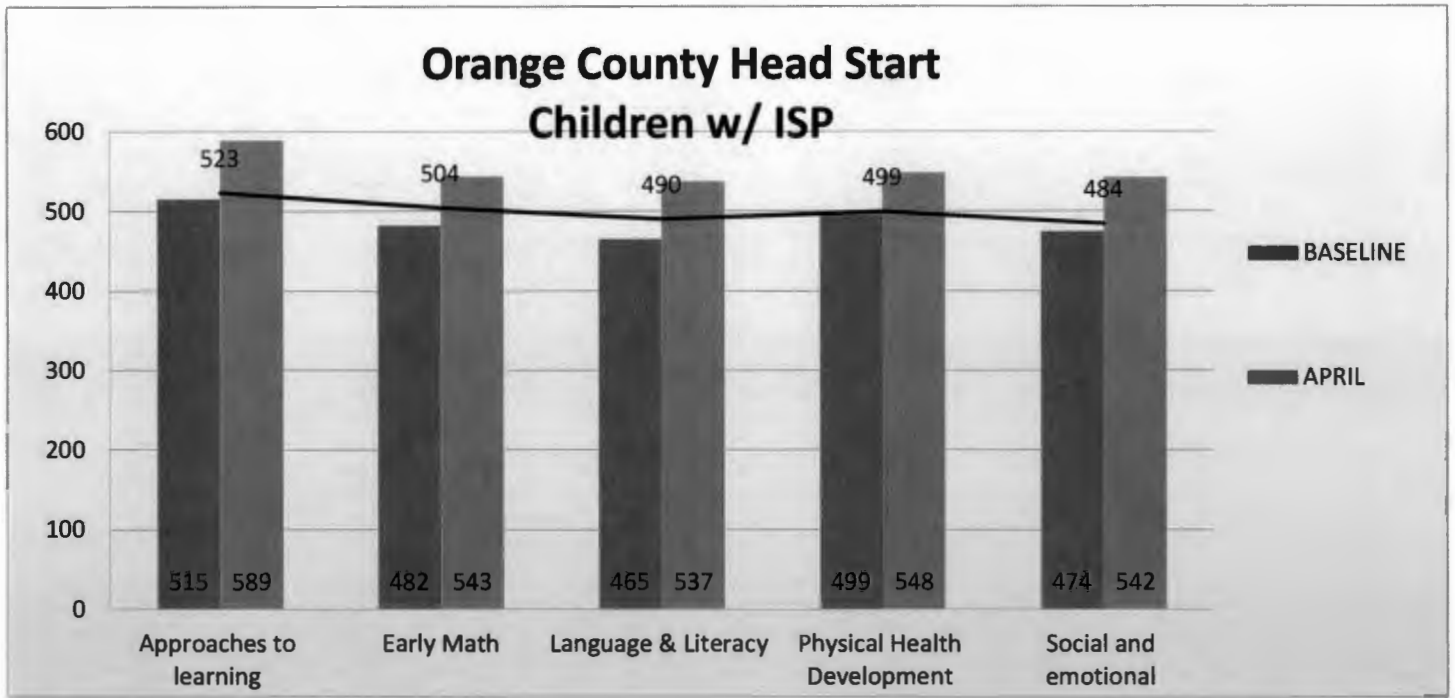
BENCHMARKS April 2022												
APL	CA	EM	ELA	Lang	Lit	LR	NS	PDH	SED	SS	Tech	SR

Mental Health & Disability April 2022 Children Outcomes

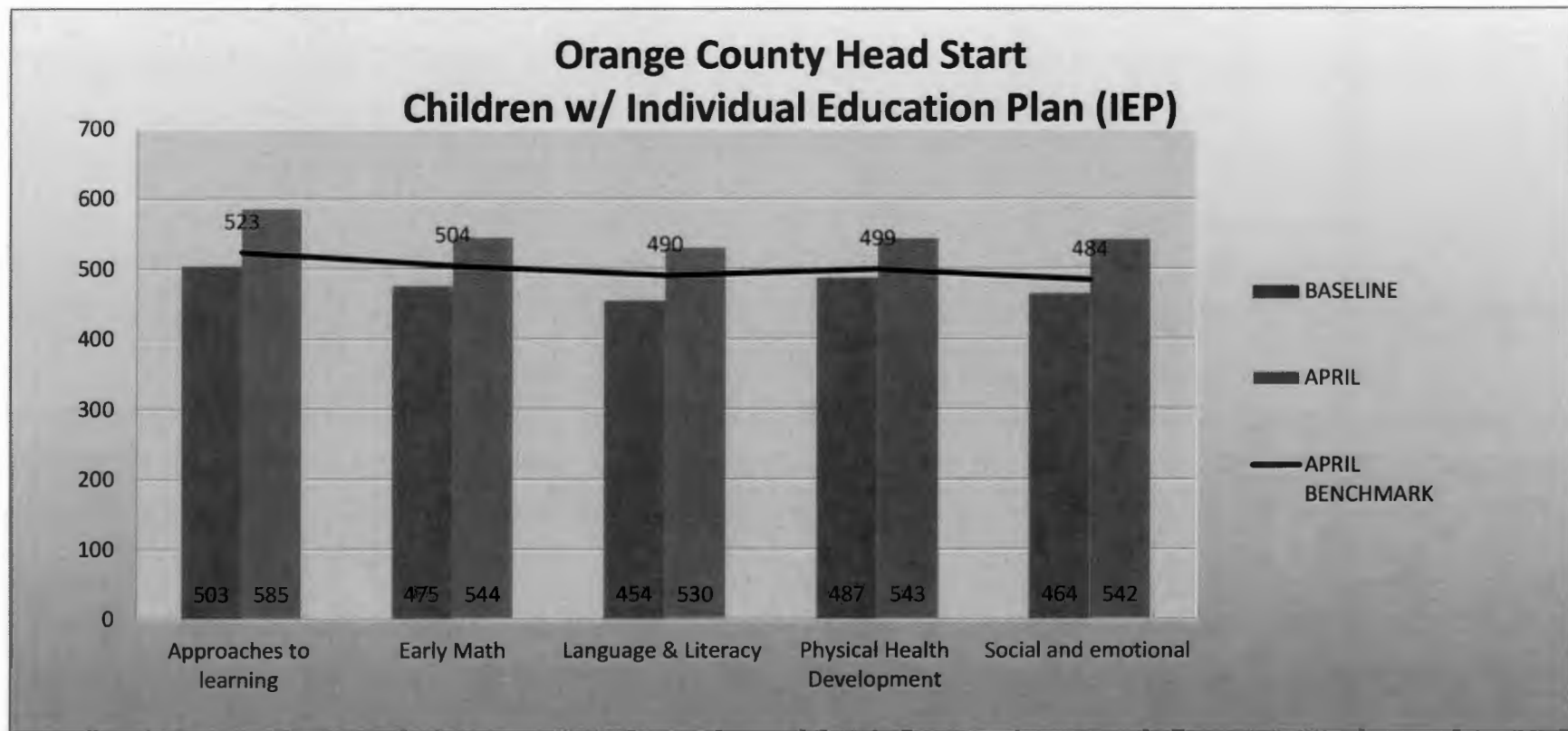
Benchmarks April

Domains	Developmental Level
APL	523
EM	504
LL	490
PHD	499
SED	484

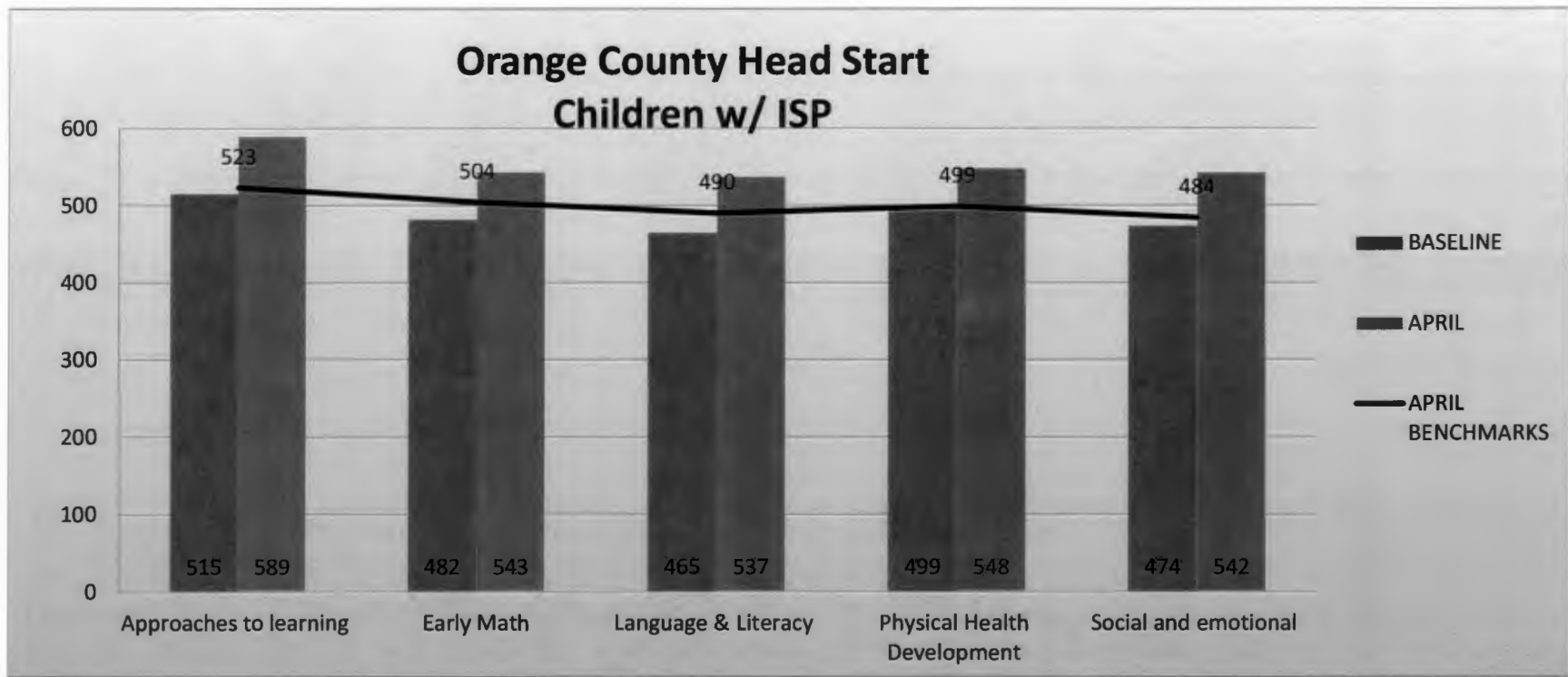




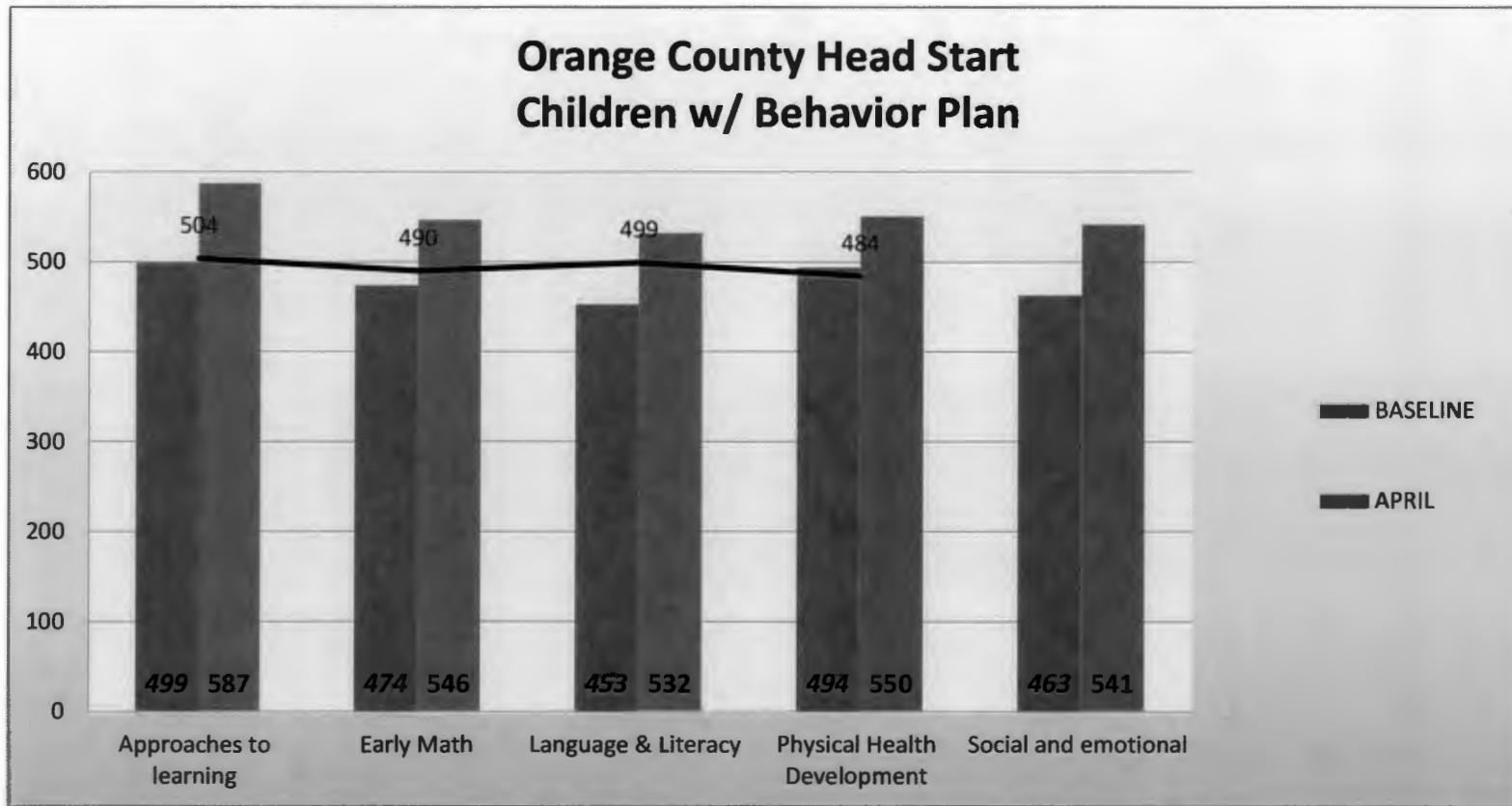
	BASELINE	APRIL	APRIL BENCHMARK
Approaches to learning	503	585	523
Early Math	475	544	504
Language & Literacy	454	530	490
Physical Health Development	487	543	499
Social and emotional	464	542	484



	BASELINE	APRIL	APRIL BENCHMARKS
Approaches to learning	515	589	523
Early Math	482	543	504
Language & Literacy	465	537	490
Physical Health Development	499	548	499
Social and emotional	474	542	484



	BASELINE	APRIL	APRIL BENCHMARKS
Approaches to learning	499	587	523
Early Math	474	546	504
Language & Literacy	453	532	490
Physical Health Development	494	550	499
Social and emotional	463	541	484



ACF Administration for Children and Families	U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES	
	1. Log No. ACF-PI-HS-22-02	2. Issuance Date: 04/14/2022
	3. Originating Office: Office of Head Start	
	4. Key Words: Consolidated Appropriations Act; Appropriations; Fiscal Year 2022; Funding Increase; Cost of Living Adjustment; Quality Improvement	

PROGRAM INSTRUCTION

TO: Head Start and Early Head Start Grant Recipients and Delegate Agencies

SUBJECT: FY 2022 Head Start Funding Increase

INSTRUCTION:

President Biden signed the Consolidated Appropriations Act, 2022, into law on March 15, 2022. The funding level for programs under the Head Start Act (the Act) is \$11,036,820,000, an increase of \$289 million over fiscal year (FY) 2021. This increase includes \$234 million to provide all Head Start, Early Head Start, and Early Head Start-Child Care (EHS-CC) Partnership grant recipients a 2.28% cost-of-living adjustment (COLA) and \$52 million for quality improvement. The total appropriation also includes \$6 million for Tribal College and University Head Start (TCU-HS) Partnership programs, of which \$2 million is an increase over the FY 2021 funding level to supplement existing TCU-HS Partnership grants.

This Program Instruction (PI) provides information about COLA and quality improvement funds available to grant recipients and TCU-HS Partnership supplemental funding. All Head Start, Early Head Start, and EHS-CC Partnership grant recipients are eligible to receive COLA and quality improvement funding. Grant recipients subject to competition for continued funding through the Designation Renewal System (DRS) are entitled to COLA funds through the end of their current award; however, the Administration for Children and Families reserves the right to delay decisions on quality improvement funding until DRS competition decisions are final. State collaboration grants are not eligible for COLA or quality improvement funding due to the statutory cap on their funding in the Head Start Act.

FY 2022 COLA

Each grant recipient may apply for a COLA increase of 2.28% of the FY 2021 base funding level. Base funding excludes training and technical assistance funds and any one-time funding received during FY 2021.

COLA funds must be used to permanently increase the Head Start pay scale by no less than 2.28% and be applied from the start of a recipient’s FY 2022 budget period, which may need to be retroactively applied. This includes salaries of current staff and the pay range of unfilled vacancies. An equivalent increase must be provided to delegate agencies and other partners to adjust their salaries and scales. Any grant recipient concerned that they cannot increase salaries for staff due to wage comparability issues should ensure public school salaries for elementary staff are included in their considerations.

Sections 653 and 640(j) of the Act provide further guidance on the uses and limitations of COLA funds. Section 653 restricts compensation to a Head Start employee that is higher than the average rate of compensation paid for substantially comparable services in the area where the program is operating. It also prohibits any Head Start employee from being compensated at a rate that exceeds that of an Executive Schedule Level II position, including employees being paid through indirect costs. Section 640(j) of the Act requires that compensation of Head Start employees be improved regardless of whether the agency has the ability to improve the compensation of staff employed by the agency that do not provide Head Start services.

Any grant recipient proposing to apply a COLA percentage less than 2.28% across its pay scale, or differential increases between delegates or partners, must justify its rationale in its application.

As specified in Personnel policies, 45 CFR §1302.90, each grant recipient is required to establish written personnel policies and procedures that are approved by the governing body and Policy Council. They must be made available to all staff. Personnel policies and procedures should be reviewed as they may contain information relevant to this COLA.

Any remaining funds may be applied to fringe benefits costs or used to offset increased operating costs in other areas of the budget. This includes increased costs in rent, utilities, facilities maintenance and insurance, contractual arrangements, vehicle fuel and maintenance, and supplies.

FY 2022 Quality Improvement

Each grant recipient will be allocated an amount of quality improvement funding proportionate to their federal funded enrollment.

A program may apply to use quality improvement funds for activities consistent with Sec. 640(a)(5) of the Head Start Act, as outlined in Attachment A, except that any amount of these funds may be used on any of the activities specified in such section. Programs are not bound by the requirements that at least 50% of the funds be used for staff compensation or that no more than 10% of funds be used on transportation. However, the Office of Head Start (OHS) strongly encourages grant recipients to prioritize investing this funding to increase compensation for staff (wages and benefits) to help recruit and retain a qualified Head Start workforce.

Adequate compensation is necessary to secure a well-qualified workforce. Retaining high-quality staff in Head Start programs can promote continuity of care for children and more positive outcomes for children and families. Currently, the low wages of Head Start staff, particularly frontline staff who work directly with children and families on a regular basis, do not align with their qualifications or the significant role they play in shaping child and family outcomes. Staff turnover in Head Start programs has increased nearly every year since 2010, and this pattern has been further exacerbated by the pandemic. Low, stagnant wages are likely a key contributor to increasing staff turnover rates.

The Head Start workforce plays a critical role in buffering the impacts of trauma on children and families by promoting resilience through stronger parent-child relationships, strong relationships between staff and children and between staff and families, and through connections to community supports. However, the formation of these key relationships is disrupted by high turnover rates and lack of frontline staff, particularly teachers, assistant teachers, home visitors, family child care providers, family service

workers, and staff who provide mental and behavioral health services. Increasing staff wages to promote recruitment and retention will contribute to a more stable learning environment for children and more stable connections for families. OHS strongly encourages programs to use as much of this funding as possible to improve the compensation of Head Start staff, particularly for frontline staff as described above or positions that experience high rates of turnover and are challenging to fill.

Lastly, grant recipients should consider ongoing, sustained investments in quality improvements, as opposed to one-time investments. OHS does acknowledge that one-time investments in FY 2022 may be necessary to sustain ongoing quality improvement. Grant recipients encountering other one-time program improvement needs are invited to apply for supplemental funding as needs emerge. These separate requests are addressed by priority and subject to availability of funds.

Application Requirements for COLA and Quality Improvement Funding

Grant recipients are required to request COLA and quality improvement funds through an application in the Head Start Enterprise System. A funding guidance letter will be issued shortly to specify each funding level and additional instructions on how to apply for these funds.

TCU-HS Partnership Program Supplemental Funding

Two million dollars is available to supplement grants of existing tribal colleges and universities funded under the Act to expand their current efforts related to supporting career pathways and degree obtainment for Head Start staff in partnership with American Indian and Alaska Native Head Start agencies. Existing grant recipients will be issued a funding guidance letter and additional instructions on how to apply for funds. Supplemental funding will be awarded by the end of September 2022.

Please direct any questions regarding COLA and quality improvement funding to your regional office. Existing TCU-HS Partnership grant recipients can direct any questions on available supplemental funding to their federal project officer.

Thank you for your work on behalf of children and families.

/ Dr. Bernadine Futrell /

Dr. Bernadine Futrell
Director
Office of Head Start

ACF Administration for Children and Families	U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES	
	1. Log No. ACF-IM-HS-22-03	2. Issuance Date: 04/21/2022
	3. Originating Office: Office of Head Start	
	4. Key Words: Head Start; Eligibility; Supplemental Nutrition Assistance Program; SNAP; Categorical	

INFORMATION MEMORANDUM

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

SUBJECT: Head Start Categorical Eligibility for Families Eligible for the Supplemental Nutrition Assistance Program

INFORMATION:

The Administration for Children and Families (ACF) strives to ensure that programs minimize the burden on families seeking public assistance and to coordinate benefit programs in such a way that families who are eligible for one benefit program can more easily participate in other services for which they are eligible. ACF issues this Information Memorandum (IM) to set forth its interpretation of the phrase “public assistance” in Sec. 645 of the Head Start Act to include the Supplemental Nutrition Assistance Program (SNAP). Adopting this interpretation will make it easier for eligible families to enroll children in Head Start services by allowing families to demonstrate proof of SNAP receipt or eligibility to enroll in Head Start and will simplify the process of determining program eligibility for grantees.

For the purposes of Head Start eligibility determination, the Office of Head Start (OHS) will expand its interpretation of “public assistance,” as used in the Head Start statute, to include SNAP. OHS’s interpretation of the statute has been to consider only Temporary Assistance for Needy Families (TANF) and Supplemental Security Income (SSI) as public assistance. Previously, we had not considered including SNAP in this definition because it had slightly higher income threshold than the base income threshold for Head Start services. However, recently there has been a sharp reduction in families that establish eligibility through the current public assistance definition, so we have reconsidered this interpretation to make the public assistance route more available to families and grantees.

Upon issuance, this IM adds SNAP to public assistance to determine recipients as categorically eligible for Head Start programs. Recently, we have found that SNAP households with young children have equivalent level of need to families currently receiving Head Start services¹. Note that this approach does not guarantee a SNAP recipient enrollment in a Head Start program. Programs must adhere to their recruitment and selection criteria to ensure they prioritize enrollment for those who may benefit most from Head Start services. The sole purpose of this

¹ U.S. Department of Agriculture, Food and Nutrition Service, Office of Policy Support, Characteristics of Supplemental Nutrition Assistance Program Households: Fiscal Year 2019. Alexandria, VA, 2021.

document is to make clear that Head Start programs can consider SNAP as public assistance for purposes of determining Head Start eligibility.

Enhanced Public Assistance Eligibility to Support Enrollment

Congress established Head Start eligibility criteria in Sec. 645(a)(1)(B)(i) of the Head Start Act to include families with incomes at or below the federal poverty level and families that are eligible for public assistance. Congress also allowed for other categorical eligibility allowances which consider family need rather than income. For example, children experiencing homelessness and children in foster care are categorically eligible for Head Start services.

The interpretation provided herein, that SNAP is considered public assistance” for purposes of section 645(a)(1)(B)(i) of the Head Start Act, does not change statutory eligibility criteria. Given the flexibilities inherent in the statute and the duty of programs to ensure they are serving the most needy families in their communities (45 CFR §1302.13), the primary effect of this IM is to eliminate barriers to families who are already eligible for, and in many cases already enrolled in, Head Start services by providing a streamlined way for such families to demonstrate eligibility. Moreover, inclusion of SNAP as public assistance reduces the challenge of navigating multiple federal program eligibility processes and supports better alignment and coordination across federal programs, a factor that President Biden’s Executive Order on Transforming Federal Customer Experience and Service Delivery to Rebuild Trust in Government called for federal agencies to consider.

Since 2015, the share of families enrolling in Head Start services based on the statute’s public assistance receipt prong has declined from 16% of the total enrollment to just 10% in 2019. This drop represents more than 50,000 slots and comes at a time when there have been vacant Head Start slots. This has caused unnecessary burden for families and grantees during eligibility determinations and needlessly undercuts the use of public assistance categorical eligibility and has impacted the number of vacant slots. The need for public assistance and the share of Head Start participants receiving public assistance has remained stable over the same timeframe despite the decline in programs using public assistance categorical eligibility. Between 2015 and 2019, nearly half of Head Start enrollees were also receiving SNAP benefits. The addition of SNAP would greatly facilitate the enrollment of children on SNAP who have demonstrated the need for services. Furthermore, the interpretation put forth in this IM will reduce undue burden in the eligibility determination process for these children and their families.

This interpretation is reasonable under the statute, and it furthers the important policy goal of better reaching families who could already benefit from Head Start services but are not currently enrolled. The great majority of young children in SNAP households are in families with incomes below 100% of poverty; but currently, these families must document their income eligibility, which can be burdensome to both families and grantees. Documenting income eligibility requires a large number of pay stubs or other income documentation while SNAP eligibility can be determined by a single document. Allowing programs to count receipt of SNAP as establishing categorical eligibility will reduce these administrative burdens and improve access for these families.

Most (about 3 million) of these families, according to SNAP data, have incomes at or below 100% of the poverty line.² This IM provides a new way for such families to more easily prove their eligibility. Some SNAP recipients (about 600,000) have family incomes above the 100% poverty line but only about 150,000 of these families have incomes above 130% of the poverty line. Those families with incomes above 100% but below 130% of poverty could already be eligible for Head Start services through existing allowances for programs to enroll families above the 100% of the poverty line with demonstrated need for program services.

Importantly, all Head Start programs must continue to use their selection criteria to prioritize the enrollment of the families most in need of services as required in 45 CFR §1302.13. Therefore, the inclusion of SNAP is unlikely to substantially expand the number of Head Start participants with incomes exceeding 100% of poverty.

This interpretation also facilitates cross-program recruitment and eliminates duplicative and burdensome paperwork for families who are already eligible for a federal public assistance benefit. Removing the frustration of multiple eligibility processes will allow families to easily access the vital early childhood services that Head Start programs provide.

Implementation of Policy Guidance

Upon issuance of this IM, public assistance includes SNAP for purposes of determining categorical eligibility. Head Start programs can use this guidance in determining eligibility and in enrolling those children that met their selection criteria consistent with the Head Start Program Performance Standards at 45 CFR §§1302.10-16. If a program has vacant slots, this guidance can support enrolling additional families.

To verify SNAP receipt or potential eligibility, a program would need to examine and maintain a copy of documentation from the state, local, or tribal public assistance agency as required in 45 CFR §1302.12(i)(2). For example, a family could present a copy of notice of approval, other documentation of eligibility or benefits from the SNAP agency, or an Electronic Benefit Transfer card with SNAP ID number to become categorically eligible for Head Start services.

Programs should consider revisiting their Eligibility, Recruitment, Selection, Enrollment, and Attendance (ERS&A) policies and procedures in light of this guidance. Policies and procedures must always support a program's eligibility determinations to ensure they are meeting all requirements under 45 CFR §1302. Annual review of the community needs assessment at 45 CFR §1302.11(b) will allow programs to determine if, based on SNAP recipients in the community, they need to address their selection criteria as previously referenced. Programs may also examine community partnerships and outreach efforts for ways to encourage SNAP recipients to apply for Head Start services.

Please refer any questions to your ACF regional office.

² Ibid

Thank you for your work on behalf of children and families.

Dr. Bernadine Futrell /

Dr. Bernadine Futrell
Director
Office of Head Start



ADMINISTRATION FOR
CHILDREN & FAMILIES

Office of Head Start | 330 C St., SW, 4th Floor, Washington DC 20201 | eclkc.ohs.acf.hhs.gov

April 20, 2022

Grant No. 04CH011834

Dear Head Start Grant Recipient:

The Consolidated Appropriations Act, 2022, contains an increase for Head Start of approximately \$289 million over the Fiscal Year (FY) 2021 level. This includes a cost-of-living adjustment (COLA) of \$234 million and a \$52 million Quality Improvement investment. The COLA supports a 2.28 percent adjustment above FY 2021 funding levels to increase the pay scales of Head Start and Early Head Start staff, including vacant positions, fringe benefits, and to offset higher operating costs. Quality Improvement funds are allocated proportionately based on federal funded enrollment levels, with additional adjustments given to smaller grant recipients to allow for a meaningful investment, as permitted by the Act.

The following table reflects the COLA and Quality Improvement increases available for FY 2022.

Funding Type	Head Start
Cost-of-Living Adjustment (COLA)	\$322,509
Quality Improvement (QI)	\$79,939
Total Funding	\$402,448

Please note, these permanent increases are effective at the start of the FY 2022 budget period and are retroactive if this period has already commenced. Allocations are subject to adjustment if changes are made to annual funding/enrollment levels. Applicable to recipients operating both a Head Start and Early Head Start program, allocations for each funding type by program must be budgeted accordingly in application submissions.

Application Submission Requirements

The supplemental application is due **June 1, 2022** and must be submitted in the Head Start Enterprise System (HSES). To apply, please select the **Financials** tab, **Grant Application** tab, **Fiscal Year 2022**, and add the **'Supplement – COLA and Quality Improvement'** amendment type. No other application type for these funds will be accepted. For additional information on the allowable uses of COLA and Quality Improvement funding, refer to Program Instruction ACF-PI-HS-22-02.

Content of 'Supplement – COLA and Quality Improvement' Application

Applications must include separate project narratives and detailed budget justifications for each funding type, COLA and Quality Improvement, and by program, Head Start and/or Early Head Start. Each narrative must use 12-point font, and not exceed 10 pages. All narratives, budget justifications, and other supporting documentation must be uploaded into respective folders within the **Documents** tab of the application.

For COLA, the following must be demonstrated:

- A permanent increase of no less than the required 2.28 percent adjustment to the pay scale for each Head Start/Early Head Start position, including current employees and unfilled vacancies subject to the provisions of Sections 653 and 640(j) of the Head Start Act;

- A rationale and supporting documentation detailing agency policies and procedures if a position is receiving less than the required COLA percentage or differential COLA increases;
- The provision of a no less than 2.28 percent increase to all delegate agencies and partners or justification if less than the required percentage or differential increases are provided to delegate agencies and partners;
- Written confirmation that increases will be applied retroactively to the start of the FY 2022 budget period with a description of how funds will be distributed to affected employees, if applicable;
- The planned uses for any portion of the COLA funds to offset higher operating costs, once the 2.28 percent increase is provided to all staff, delegates and partners.

For Quality Improvement, the following must be demonstrated:

- Investments are consistent with Sec. 640(a)(5) of the Act (except programs are not bound by the requirements that at least 50 percent of the funds be used for staff compensation or that no more than 10 percent of funds be used on transportation. For more information on allowable activities as outlined in the Act, please see Attachment A);
- Investments made in Quality Improvement should be ongoing; description and written confirmation that funds will be used for ongoing purposes consistent with Section 640(a)(5) of the Act;
- If funds are used for staff wages, written confirmation that increases will be applied retroactively to the start of the FY 2022 budget period with a description of how funds will be distributed to all affected employees.
- If funds are used for one-time activities in the FY 2022 budget period, describe plans for how the funds will be allocated in the subsequent budget period.

Recipients are strongly encouraged to commit to sustained quality improvement investments, such as further increasing wages of Head Start/Early Head Start educational staff. However, grant recipients have the flexibility to use these funds to support the greatest local needs, consistent with Section 640(a)(5) of the Act.

Application's Budget Tab Requirements

The data entered on the Budget tab within the application populates the SF-424A. Grantees are required to include funds for both COLA and Quality Improvement, and within the appropriate program, Head Start or Early Head Start.

Non-Federal Match

The budget and detailed budget justification must include each source of non-federal match, including estimated amount per source and the valuation methodology. Flexibilities continue for waiver requests of the non-federal match requirement through the public health emergency due to the COVID-19 pandemic. If a non-federal match waiver is being request, a value of \$0 must be entered in Section C of the SF-424A of the application. No additional justification is required, and the issuance of a notice of award constitutes approval of the request.

Supporting Documents

Signed statements of the Governing Body and Policy Council Chairs along with Governing Body and Policy Council minutes documenting each group's participation in the development and approval of the application must be provided. Through the public health emergency, at a minimum a statement confirming approval by Governing Body and Policy Council members available for contact will be accepted.

The application must be submitted on behalf of the Authorizing Official registered in the HSES. **Incomplete applications will not be processed.**

Please ensure the application contains all of the required information. If you have any questions or need assistance, please contact Sherice Horton, Head Start Program Specialist, at 404-562-2822 or sherice.horton@acf.hhs.gov or James Youngs, Grants Management Specialist, at 404-562-2921 or james.youngs@acf.hhs.gov.

Program Improvement (One-Time) Requests

Grant recipients encountering program improvement needs that cannot be supported by the agency budget are invited to apply for one-time funding. This funding must be applied for separately through the appropriate amendment in HSES. Program Improvement requests are prioritized and subject to funding availability. For questions regarding program improvement needs and requests, please contact the regional office.

For technical assistance in preparing the application, please contact the HSES Help Desk at help@hsesinfo.org or 1-866-771-4737.

Sincerely,
The Office of Head Start

Attachment A

Allowable Uses of Quality Improvement Funds as Specified in the Head Start Act

1. To improve the compensation (including benefits) of educational personnel, family service workers, and child counselors, as described in Sections 644(a) and 653 of the Head Start Act, in the manner determined by the Head Start agencies (including Early Head Start agencies) involved, to support the following —
 - ensure that compensation is adequate to attract and retain qualified staff for the programs involved in order to enhance program quality;
 - improve staff qualifications and assist with the implementation of career development programs for staff that support ongoing improvement of their skills and expertise; and
 - provide education and professional development to enable teachers to be fully competent to meet the professional standards established under Sec. 648A(a)(1) of the Act, including—
 - providing assistance to complete postsecondary course work;
 - improving the qualifications and skills of educational personnel to become certified and licensed as bilingual education teachers, or as teachers of English as a second language; and
 - improving the qualifications and skills of educational personnel to teach and provide services to children with disabilities
2. To support staff training, child counseling, and other services necessary to address the challenges of children from immigrant, refugee, and asylee families; homeless children; children in foster care; children with limited English proficiency; children of migrant or seasonal farmworker families; children from families in crisis; children referred to Head Start programs (including Early Head Start programs) by child welfare agencies; and children who are exposed to chronic violence or substance abuse.
3. To ensure that the physical environments of Head Start programs are conducive to providing effective program services to children and families, and are accessible to children with disabilities and other individuals with disabilities.

4. To employ additional qualified classroom staff to reduce the child-to-teacher ratio in the classroom and additional qualified family service workers to reduce the family-to-staff ratio for those workers.
5. To ensure that Head Start programs have qualified staff that promote the language skills and literacy growth of children and that provide children with a variety of skills that have been identified, through scientifically based reading research, as predictive of later reading achievement.
6. To increase hours of program operation, including the following —
 - conversion of part-day programs to full-working day programs; and
 - increasing the number of weeks of operation in a calendar year.
7. To improve community wide strategic planning and needs assessments for Head Start programs and collaboration efforts for such programs, including outreach to children described in no. 2 above.
8. To transport children in Head Start programs safely.
9. To improve the compensation and benefits of staff of Head Start agencies, in order to improve the quality of Head Start programs.



ADMINISTRATION FOR
CHILDREN & FAMILIES

Office of Head Start | 330 C St., SW, 4th Floor, Washington DC 20201 | eclkc.ohs.acf.hhs.gov

April 29, 2022

Grant No. 04CH011834

Dear Head Start Grant Recipient:

An application for funding for the upcoming budget period must be submitted by July 1, 2022.

The following table reflects the annual funding and enrollment levels available to apply for:

Funding Type	Head Start
Program Operations	\$14,547,571
Training and Technical Assistance	\$156,870
Total Funding	\$14,704,441

Program	Head Start
Federal Funded Enrollment	1,536

Period of Funding: 10/01/2022 - 09/30/2023

Application Submission Requirements

The application must be prepared and submitted in accordance with the *Head Start Grant Application Instructions with Guidance, Version 3 (Application Instructions)* for a continuation application. It must be submitted on behalf of the Authorizing Official registered in the HSES.

Incomplete applications will not be processed.

Application Instructions are available on the home page of HSES. Please review the instructions carefully prior to preparing the application. Submission guidance can be found in the "Resources" section of the HSES.

Please contact Sherice Horton, Head Start Program Specialist, at 404-562-2822 or sherice.horton@acf.hhs.gov or James Youngs, Grants Management Specialist, at 404-562-2921 or james.youngs@acf.hhs.gov with questions regarding the *Application Instructions*.

For assistance submitting the application in HSES, contact help@hsesinfo.org or 1-866-771-4737.

Funding is contingent upon the availability of federal funds and satisfactory performance under the terms and conditions of the current budget period.

Program Improvement (One-Time) Requests

Grant recipients encountering program improvement needs that cannot be supported by the agency budget are invited to apply for one-time funding. This funding must be applied for separately through the appropriate amendment in HSES. Program Improvement requests are prioritized and subject to funding availability. For questions regarding program improvement needs and requests, please contact the regional office.

Thank you for your cooperation and timely submission of the grant application.

Sincerely,

/Desmond Clayton/

Desmond Clayton
Regional Program Manager
Office of Head Start

ORANGE COUNTY HEAD START

American Rescue Plan

04HE000258

Request for Budget Revision

75.308 Revision of budget and program plans.

Head Start Equipment Purchase of Community Bus and Box Truck

Equipment Budget Revision

Orange County Head Start (OCHS) is requesting a budget revision to move \$108,746 from the equipment line, established to purchase a box truck and a community bus to the supplies category to support ongoing projects.

OCHS requested \$85,000 to purchase a Ford F650 Box truck (or similar) with a lift gate. This box truck will replace the 1997 Ford F800 that is used to deliver PPE and supplies to our 22 Head Start Centers. Our current box truck is over 24 years old and requires constant repairs. Higher prices for replacement parts and time in the shop takes away time from deliveries. This truck in addition to delivery of PPE and supplies also supports moving furniture for classrooms as necessary. This truck was purchased for \$81,254, leaving a cost savings of \$3,746.00

OCHS also requested \$105,000 to purchase a multifunction bus. OCHS planned to use the bus for mobile learning, enhancing attendance and outreach/recruitment. OCHS did meet with several agencies who had similar buses. As we continued through the research process, we identified many challenges:

- Budget – Project was going to cost more than budgeted
- Ability to outfit a bus – Can not use fleet to build
- Request for Proposal – Would there be enough time to find vendors to turn this product?
- Time – not enough time to formally bid and build
- Annual Costs – this could be a challenge
- Supply and Demand – Vehicle industry changed over the past year with less inventory

Because of these challenges, we are requesting the \$105,000 budgeted for the Community be moved to the supply category. OCHS would like to reinvest this money into

our initiative to support Health and Wellness of our whole program as outlined in the US Department of Health and Human Services - Supporting the Wellness of All Staff in the Head Start Workforce ACF-IM-HS-21-05. In addition, this funding can better support our continuing projects including; Stem Lab and Classroom supplies, Classroom Furniture Upgrade, Bilingual Classrooms Materials and other initiatives.

Federal Object Class Categories

Object Class Categories			Total
	ORIGINAL	TRANSFER	
	Operations		
a. Personnel	\$569,202	(\$569,202)	\$0.00
b. Fringe Benefits	\$61,315	(\$61,315)	\$0.00
c. Travel	\$0		\$0.00
d. Equipment	\$190,000	(\$108,746)	\$81,294
e. Supplies	\$100,028	\$418,746	\$518,744
f. Contractual	\$0		\$0
g. Construction	\$0		\$0
h. Other	\$751,923	\$320,517	\$1,072,440
i. Total Direct Charges	\$1,672,468		\$1,672,468
<i>(sum of 6a-6h)</i>			
j. Indirect Charges	\$165,356		\$165,356
k. TOTALS	\$1,837,824	\$0	\$1,837,824
<i>(sum of 6i and 6j)</i>			

*OCHS moved \$630,517 from salaries and fringe to supplies and other categories as listed in the Coronavirus Disease 2019 (COVID-19) Fiscal and Administrative Flexibilities ACF-IM-HS-21-01: Budget Modifications – prior approval is waived for budget transfers between direct cost

categories for an aggregate amount not to exceed \$1 million. Equipment is not allowed in this flexibility.

ORANGE COUNTY HEAD START

Disaster Recovery Funding

04TD000150

ACF-PI-HS-19-01
Extension Request

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Completed Projects

Smart Boards for John Bridges – OCHS was able to procure two Smart Boards for the upcoming classrooms at our John Bridges Center. The County entered into a Source Well contract with the State of Minnesota allowing us to receive great pricing. These smart boards will be stored at the warehouse until completion of building. This purchase helps our program move forward with our goal of being innovative in our classrooms. Currently, our Orange County Public School sites have Smart Boards. Using CRRSA funds, we have launched a pilot program at our Pine Hills Center.

Five staff members flew to Critten Children's Center at Saint Luke's Hospital in Kansas City, MO to attend the "Coaching and Smart Connections Academy". The academy is a one-week intensive course designed for Trauma Smart Coaching and caregiver education. The Coaching portion of the Academy focused on training staff to increase skills based on Trauma Smart to help children and families who have experienced trauma, assist the agency and staff as they move along the Trauma Informed Continuum and support and augment the agency's Social Emotional Curriculum. The Start Connections portion of the Academy provided training to assist staff's ability to increase caregiver awareness of the impact of trauma and the importance of connections, provide practical trauma-informed strategies for caregivers to utilize at home, empower caregivers to support children through difficult times while building resilience and increase caregiver engagement within your agency.



Coaching and Smart Connections Academy

OCHS successfully purchased two Ford Transit vans for the Maintenance Technicians. These vehicles have improved our facilities program by decreasing response times to work orders placed by Head Start centers. Because the trucks can carry equipment, materials, and tools, the technicians are able to respond to emergencies and work orders in ideal time. The vans also allow access to County property since they are properly marked. Vans have also been helpful to the centers and the warehouse as they allow for pick-up and delivery of materials. The vans are also much safer for the technicians to secure tools and equipment in locked cabinets.



Transit Vans for Facilities

In-Progress

Trauma Smart has been a huge success. With this training our organization devoted ourselves to becoming a “Trauma Informed” agency. Monthly trainings have been held on the following topics: Why become Trauma Smart, developing a Common Language, Caregiver Affect Management, Attunement, Routines & Rituals and Consistent Response and Affect Identification. Staff have been engaged and have taken many lessons into the classroom. The

techniques taught in training has reduced the amount of tension in classrooms as teaching staff have a better acknowledgement of children's own triggers and stress. As we are close to entering another hurricane season and continue to deal with Covid-19, this training will prepare staff for heightened times of stress.

Trauma Smart has had 95% Staff Attendance. Positive feedback has been given by staff members. The program has been positive and has been incorporated into our Wellness Program. Most notably, there has been no corrective action this year. Supporting and interacting with one another has been positive as management, staff have viewed each other, our families and children from a compassionate point of view. Conflict resolution has also improved, not only with staff, but also children.

Trauma Smart is expected to end August 2022. There are a few trainings left in the series before we are a "Trauma Smart" agency. OCHS will continue to use this training by our Coaches and Trainers as we move to the future. All new employees will receive this training through our train-the-trainer program.



Trauma Smart Feelings Game for Children

Trauma Smart Training

Description	Quantity	Est. Cost	Annual Cost	Spent to Date
Annual Academy : 1) 100 attendees for Leadership Meeting 2) Staff training for 300 Staff	5	\$103,532	\$103,532	\$51,898.69
Coaching and Smart Connections Academy (Head Start \$9,500)	1	\$250	\$250	Included in Above
Trainers Facilitators Academy	5	\$1,950	\$9,750	Included
Travel Costs	5	\$5,000	\$25,000	\$7,539.93
		Total	\$138,532	\$59,438.62

John Bridges Community Center Furniture and Supplies

OCHS was recently informed that the John Bridges Community Center Building will be pushed back to Summer 2023 for construction. The county is having a difficult time getting engineers and architects to bid on the design and project. This has been a re-occurring issue with many projects in Orange County.

Head Start plans to expend these funds by August 2022. OCHS has a warehouse which is prepared to store these two classrooms and equipment while the project is being completed. OCHS has received quotes for the Vision Screener. Challenge is finding one in stock. This is achievable due to 3 new contracts with early education companies who provide a discount for classroom supplies and furniture. This makes procurement easier and more efficient. OCHS has received quotes for the Vision Screener. Challenge is finding one in stock.

John Bridges

Item	Description	Cost	Spent to Date
Inspection and Licensing costs	DCF Licensing, Fire Inspection	\$2,500	\$0.00
Software	Software for iPads and Technology	\$15,000	\$0.00
Maintenance of Grounds	Garden for two classrooms	\$7,000	\$0.00
Equipment	Vision Screener for Head Start Children	\$7,000	\$0.00
Books, Videos, Music	Classroom books, CDs and Music player	\$6,437	\$0.00
Office Supplies	Consumables for classrooms, Offices and Teachers	\$24,000	\$0.00

Miscellaneous Operating Supplies (Classroom)	Head Start Learning Environments, toys, etc.	\$35,402	\$0.00
Computer Equip Under 1000	Tablets for classrooms, iPads, desk top computers for teachers and staff	\$13,000	\$0.00
Technology Infrastructure	Contract to establish technology, set up and connections	\$15,770	\$0.00
Equipment- Tech, boards,	Smartboards for classroom,	\$26,000	\$9,997.48
Equipment less than 1000	Refrigerator for classroom, classroom furniture, rugs and carpets,	\$23,000	\$0.00
Furniture	Desks, Filing Cabinets, Chairs, Conference Room Table, Nesting Chairs	\$29,000	\$0.00
Janitorial Equipment	PPE Materials, Janitorial Supplies	\$10,500	\$0.00
Outdoor Toys	Water tables, trikes, quiet place outdoor furniture, sensory toys	\$12,500	\$0.00
Medical Surgical Supplies	Toothpaste, emergency kits, toothbrush sanitizer, nebulizer, blood pressure cuff, Defibrillator	\$12,000	\$0.00
	Total Cost	\$228,339	\$9,997.48

Training and Technical Assistance Plan (Facilities & Maintenance)

April 2021, the facilities team attended the Maintenance and Planning and Scheduling Seminar. This course taught; work order detail, Equipment Maintenance Program, Inventory Repair and Parts, “5 Why” Tool, prioritizing equipment, Contractor requirements and much more. The team has mentioned that this class prepared them to deal with Covid-19 challenges, and the center upgrade projects to improve, clean and paint, that was funded through American Recovery Plan funding. Most important was to improve the work order system, develop stronger Standard Operating Procedures and provide training. This has impacted the program by increasing the time from work order initiation to completion of work order.

April 2022, the Facilities Management Maintenance Coordinator and our Contract Administrator attended the Crime Prevention Through Environmental Design (CPTED) course in Louisville, KY. The week-long training educated about strategies to reduce victimization, deter offender decisions and ways to reduce crime. At the end of their training, they were required to conduct a study on an area in Louisville and present to the class their findings. Both said this class changed the way they look at facilities, safety and buildings. Our Contract Administrator,

stated that when looking for future leased buildings, he will take into consideration much of what has been learned.

The facilities team is registered to attend the Playground Maintenance Technician Training in August. We are still anticipating on attending the Park Management Institute and a training on Real Property and Equipment. Project will be completed by August 2022.



Head Start and Police Department Team – Louisville, KY





Parking Garage Hazard

Name of Training	Brief Description	How it Connects with the Disaster	Location	Number of Staff to Attend	Training Costs	Travel Cost	Actual Cost
(PMT) Playground Maintenance Technician	To maintain playgrounds to reduce severity and number of children's injuries.	With training Technician's will learn how to identify dangers and prevent injuries before and after disasters.	Online	5	\$2,500		\$1,155.00
Park Management Institute	Learn about recent innovations and planning and design of park projects	Reduce ongoing facility and maintenance costs, development of maintenance standards.	TBA	5	\$1,000	\$2,500	\$0.00
Crime Prevention Through Environmental Design Professional Designation (CPD)	Crime prevention through Environmental Design	Will serve to protect facilities from crime during and after disasters.	Louisville, KY	2	\$1,000	\$3,000	\$4,123.74
Managing Head Start Real Property Facilities and Equipment	Updates on federal regulations for facilities and equipment	Understand the regulations and policies around funding and compliance	TBA	4	\$3,000	\$3,000	\$0.00
Maintenance Planning and Scheduling Seminar	Fundamentals of maintenance planning and scheduling	PPE and safety requirements, maintenance metrics and capturing continuous improvement information	Online	2	\$2,000	\$2,000	\$2,390.00
Total					\$9,500	\$10,500	\$7,668.74

Children Play Areas

Transit Vans as mentioned earlier have been purchased. Poured in Place Repair Kits are currently on back order. We do have a couple vendors who anticipate a shipment by the end of May. Due to supply and demand as well as shipping difficulties, it has been a challenge to order these for the program.

Children Play Areas

Request	Amount	Cost	Total	Spent to Date
Playground Replacement	4 Playgrounds	\$350,000	\$1,400,000	\$0.00
Poured in Place Repair Kits	40 Kits	\$550.00	\$22,000	\$0.00
Transit Vans	2 Vehicles	\$40,000	\$80,000	\$72,782
Total Request			\$1,502,000	\$72,782

Request for Extension

Playgrounds

OCHS experienced challenges in getting design consultants to submit proposals for design services for the grant project in the formal RFP process. Our Procurement Division formally solicited the RFP three times and extended the solicitation period each time in an attempt to get responses. Orange County received only one response for the project. OCHS requested approval to issue a sole source contract with a design consultant to complete the drawings for the playgrounds. In April 2022, the Sole Source was awarded.

Moving forward, we do not foresee the playgrounds being built by August 2022 when the grant is scheduled to end. This is the purpose of requesting a 12- Month extension to ensure time to complete the design phase, submit a request for proposal for playground build, and complete project. Extension will be through August 2023. The amount of funding to be requested for this project is \$1,400,000. We are asking to extend the 4 playgrounds, listed below until this extended 12-month period ends.

Playground Site	Playground Request	Estimated Cost/Bids
1) South Orlando YMCA – 810 W. Oak Ridge Road, Orlando Florida 32809.	\$350,000	(Development and Project Management and incidentals \$50,000)
2) Lila Mitchell – 5151 Raleigh Street, Orlando Florida 32811	\$350,000	(Development and Project Management and incidentals \$50,000)
3) <i>Pine Hills Community Center</i> – 6408 Jennings Road, Orlando Florida 32808	\$350,000	(Development and Project Management and incidentals \$50,000)
4) <i>John H. Bridges</i> – 445 W. 13 th Street Apopka Florida 32703	\$350,000	(Development and Project Management and incidentals \$50,000)

ACTIVITIES AND PROJECTS TIMELINE FOR EXECUTION

YEAR 1 Activities Execution and Completion Timelines -September 2020 - August 2021														
ID	ACTIVITY NAME	QTR 1				QTR 2			QTR 3			QTR4		
		Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	
1	Lila Mitchell Playground Design – appraisal, architecture, vendor, BID process													
2	John Bridges Playground Design - appraisal, architecture, vendor, BID process													
3	Pine Hills Playground Design- appraisal, architecture, vendor, BID process													
4	South Orlando YMCA Playground Design - appraisal, architecture, vendor, BID process													
5	Transit Vans													
6	Trauma Smart Training													

YEAR 2 Activities Execution and Completion Timelines - September 2021 - August 2022													
ID	ACTIVITY NAME	QTR 1			QTR 2			QTR 3			QTR4		
		Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug
1	Lila Mitchell Playground Design – appraisal, architecture, vendor, BID process												
2	John Bridges Playground Design - appraisal, architecture, vendor, BID process												
3	Pine Hills Playground Design- appraisal, architecture, vendor, BID process												
4	South Orlando YMCA Playground Design - appraisal, architecture, vendor, BID process												
5	Transit Vans												
6	Trauma Smart Training												

YEAR 3 Activities Execution and Completion Timelines - September 2022 - August 2023													
ID	ACTIVITY NAME	QTR 1			QTR 2			QTR 3			QTR4		
		Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug
1	Lila Mitchell Playground Design – appraisal, architecture, vendor, BID process												
2	John Bridges Playground Design - appraisal, architecture, vendor, BID process												
3	Pine Hills Playground Design- appraisal, architecture, vendor, BID process												
4	South Orlando YMCA Playground Design - appraisal, architecture, vendor, BID process												
5	Transit Vans												
6	Trauma Smart Training												

For each proposed grant activity clear timelines for execution and completion are noted above.

SELF-ASSESSMENT REPORT

KEY INSIGHTS AND RECOMMENDATIONS FROM THIS
YEAR'S SELF-ASSESSMENT
QUALITY ASSURANCE

ORANGE COUNTY HEAD START

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Introduction

Orange County Head Start (OCHS) is a long-standing program, operating since Head Start's inception in 1965. OCHS operates center-based program services and is funded to serve 1,536 pre-school age children in twenty-two locations throughout Orange County. These geographically dispersed centers are located in county and city owned facilities and on local public-school campuses. Through a formal partnership agreement with the Early Learning Coalition of Orange County, OCHS also provides Voluntary Pre-Kindergarten (VPK) services to eligible children and families.

Program Goals

Orange County Head Start's program goals and school readiness goals are:

Program Goals	School Readiness Goals
<ol style="list-style-type: none">1. Professional Development: Become a learning organization in which staff engages in continuous improvement to reach their potential and improve children and family outcomes.2. Staff Retention: Create an environment that supports staff retention and reduces turnover.3. Physical Health & Mental Wellness: Enhance the physical health and mental wellness of staff, children and families by developing a comprehensive wellness approach.4. Technology: Design and build a technology infrastructure that will provide students, families and staff with access to resources and education to increase children's achievement of the skills needed to thrive in a globally connected world.	<ol style="list-style-type: none">1. Approaches to Learning: Children will show interest in and curiosity about the world around them. Child will use imagination in play & interactions with others.2. Social & Emotional Development: Children will engage in and maintain positive relationships and interactions. Children will use basic problem-solving skills to resolve conflicts.3. Perceptual, Motor & Physical Development: Children will demonstrate personal safety practice routines. Children will demonstrate increasing control, strength & coordination of small & large muscles.4. Language & Literacy: Children will be able to identify basic concepts of literacy, including phonological awareness, print concepts, alphabet knowledge, and build early reading and writing skills.

Program Goals	School Readiness Goals
	5. Mathematic Development: Children recognizes number of objects in a small set. Child understands addition as adding to and understands subtraction as taken away from.

Context for Self-Assessment

In compliance with Head Start Program Performance Standards 1302.102(b)(2), the Self-Assessment is completed once annually to evaluate the program's progress toward meeting goals, compliance with regulatory requirements, and the effectiveness of professional development and family engagement systems in promoting school readiness.

The management team held an initial meeting to discuss this year's self-assessment process and the focus areas that would be reviewed by the team. Each manager reviewed program data for their assigned areas to suggest topics for the self-assessment. In addition, the team reviewed last year's self-assessment report and lessons learned to determine if there were any significant recommendations to consider for this year's process.

Timeline:

The management team developed a timeline of events to complete the self-assessment, as follows:

January 2022

- Self-Assessment Kick-Off meeting – January 27, 2022

February 2022

- Self-Assessment Plan approved by Policy Council – February 24, 2022

March 2022

- Submit Self-Assessment Plan for Approval to Governing Body – March 1, 2022
- Orientation for team leaders – March 30, 2022

2022 Self-Assessment Report

April 2022

- Self-Assessment – April 5, 2022
- Self-Assessment Report – April 30, 2022

May 2022

- Develop Program Improvement Plan – May 9 – 13, 2022
- Report & Program Improvement Plan approved by Policy Council – May 19, 2022

June 2022

- Submit SA Report & Program Improvement Plan for Approval to Governing Body – June 1, 2022
- Submit SA Report and Program Improvement Plan to Regional Office – June 30, 2022

The plan was shared with both the Policy Council and the Board of County Commissioners for their approval.

Methodology

Design

With thoughtful consideration for feedback received from last year's self-assessment process and for the health and safety of individuals participating, the management team made the decision to host the self-assessment in person. This was the first time since the onset of the COVID-19 pandemic.

A mix of stakeholders, including Head Start management, staff, Policy Council and community partners came together for one day to complete the self-assessment. The Self-Assessment team was divided into small groups of 7 - 8 individuals and assigned a topic to review. A team leader and content expert were assigned to each group to guide them through the analysis and discussion of the data provided.

Using a strength-based approach, the Self-Assessment team analyzed program data to determine the performance of the program in key areas of focus.

Topics

The topics included the following:

- Human Resources
- Staff Wellness
- Fiscal
- School Readiness
- Family Engagement

Data Sources

The team looked at multiple sources of data, including staff surveys, financial reports, human resource reports, goal progress reports, child assessments, family outcomes and training records. Once the subgroups had completed their review, the large group reconvened to present their discoveries.

Self-Assessment Results

The results of the Self-Assessment will be used to develop a plan for continuous improvement with the objective being to strengthen program quality and ensure sustained progress toward goals and objectives. Below are the key insights from the team along with the recommendations categorized as progress toward a goal, a systemic issue or innovation.

OCHS Self-Assessment
Summary of Discoveries & Recommendations

Now that your self-assessment sub-group has analyzed the data for your focus area and made some discoveries, it's time to summarize and prioritize them into recommendations. These recommendations will be used by the management team as they review program goals and make plans for continuous quality improvement.

Focus Area: Fiscal

Step 1: Sort discoveries into groups by using an affinity diagram. Identify the theme for each group of discoveries.

Group 1:	Group 2:	Group 3:	Group 4:
Strengths: Coping with Covid 19 - Zono Machines, Microsheild 360, PPE Still availaible	Weaknesses: Getting different content areas to be responsible for spending for their areas.	Opportunities: Contract for counseling for parents and staff.	Threats: Red Tape
Education was able to use technology to continue remote learning - Gallilelo, Laptops, Swivl	RFP Process	Incentives- using PIR and also using current planed projects for incentives (I.e., hand held device for teacher or center be repainted)	Grant ends in less than a year
Maximo - Amazon approach to getting supplies to HS Centers	Supply and Demand Challenges / Competition	Retreats for Family and staff Love/Crisis Kits Field Trips for families & Activities	What are we going to do about staffing and competition
Parents input with returning to school positive	Not being able to use funds for additional staffing, opposite effect from 1 year ago	Refugee Crisis- will this affect our program and how will we be prepared	What are we going to do about in-kind and VPK in the future.
Fiscally Responsible, data well recorded.		Testimony - need to survey and interview families on their experiences to add to grant	

**OCHS Self-Assessment
Summary of Discoveries & Recommendations**

Step 2: Summarize the group's recommendations and categorize them into one or more of the three categories below:

- Progress toward Goals and Objectives
- Systemic issues
- Innovations

Recommendation	Progress Toward Goals	Systemic Issue	Innovation
1. Mental Health and well being of our families - Establish a 6 month pilot program to refer families to Counseling paid by grant funds. See if families would utilize the program and if outcomes are positive. If so, add to regular grant for future.	X		
2. Low cost to no cost - Considering funding will end in a year, the program needs to strengthen and establish partnerships to increase services moving into the future.		X	
3. Love/Crisis Kits - Use funding to create kits designed to support families in crisis entering the Head Start Program. This includes - Homelessness, Foster Care, Refugee, Divorce, Death etc. Kits can be created and stored at the warehouse for now and future use. Information, counseling and support supplies.			X
4. Develop a incentive program using PIR outcomes and individual unit goals. Incentives should be based around needs and current projects. Example - Hand held devices for teaching. Center with with best outcomes will receive summer remodel.	X		
5. Retreat for families and staff. Create events that welcomes community with one another. Promote unity with parents through community. Can include field trips, workshops, park events.	X		X

OCHS Self-Assessment
Summary of Discoveries & Recommendations

Now that your self-assessment sub-group has analyzed the data for your focus area and made some discoveries, it's time to summarize and prioritize them into recommendations. These recommendations will be used by the management team as they review program goals and make plans for continuous quality improvement.

Focus Area: Human Resources

Step 1: Sort discoveries into groups by using an affinity diagram. Identify the theme for each group of discoveries.

Group 1:	Group 2:	Group 3:	Group 4:
Hiring Process is too long/On-boarding is too long			
10 months vs 12 months yearly pay compensation option			
Equitable Pay			
Communication too much/too little			
Training			

**OCHS Self-Assessment
Summary of Discoveries & Recommendations**

Step 2: Summarize the group's recommendations and categorize them into one or more of the three categories below:

- Progress toward Goals and Objectives
- Systemic issues
- Innovations

Recommendation	Progress Toward Goals	Systemic Issue	Innovation
1. Better communication from HR to candidate + /or Division 2. Hire another HR person to help facilitate hiring + on-boarding process 3. Communicating site vacancies in the job posting		X	X X
4. Allow flexibility for staff to choose their compensation schedule to improve work/life balance 5. Market County Compensation Analysis pay incentives (sign in bonus/referral bonus/longevity bonus)	X		X
6. Develop a more robust employee recognition program (social media spotlights/personal visits by DM + Mgmt/ survey staff how they like to be recognized/hand written notes/more recognition events)	X		
7. Merit Program (not about money) ex. time off extra breaks meals w/supervisor, 8. Recognizing X for the year/acknowledge staff concerns quarterly/Listening sessions with neutral staff/ surveys asking for solutions			X X
9. Continue with Trauma Smart /parallel process to improve culture workforce 10. Master Teachers (create/recognize) 11. Mentoring System new staff and seasoned staff /job shadow 12. Match staff depending of school needs	X X		X X

**OCHS Self-Assessment
Summary of Discoveries & Recommendations**

Now that your self-assessment sub-group has analyzed the data for your focus area and made some discoveries, it's time to summarize and prioritize them into recommendations. These recommendations will be used by the management team as they review program goals and make plans for continuous quality improvement.

Focus Area: Staff Wellness

Step 1: Sort discoveries into groups by using an affinity diagram. Identify the theme for each group of discoveries.

Group 1:	Group 2:	Group 3:	Group 4:
			There is no method to track progress and activities within the staff wellness program.
			There is no monitoring tool and ongoing assessment.
			No prior years of data and tracking information.
			We have a foundation and are building the culture for staff wellness.
			Staff are hesitant about being open and honest when completing surveys and providing feedback.

**OCHS Self-Assessment
Summary of Discoveries & Recommendations**

Step 2: Summarize the group's recommendations and categorize them into one or more of the three categories below:

- Progress toward Goals and Objectives
- Systemic issues
- Innovations

Recommendation	Progress Toward Goals	Systemic Issue	Innovation
Develop and implement a Standard Operating Procedure to define the process of the staff wellness program.	X		
Create a monitoring tool across all units and program wide.	X		
Create a method for reporting and tracking data as it relates to the staff wellness program.	X		
Allocate funds that support the goals and action steps in the staff wellness program.	X		
Create a structured staff recognition process.	X		X
Create a staff wellness directory of all information in one place; Orange County Government and Head Start services. (Online & Hard Copies)			X

OCHS Self-Assessment Summary of Discoveries & Recommendations

Now that your self-assessment sub-group has analyzed the data for your focus area and made some discoveries, it's time to summarize and prioritize them into recommendations. These recommendations will be used by the management team as they review program goals and make plans for continuous quality improvement.

Focus Area: Supporting Teachers in promoting School Readiness _____

Step 1: Sort discoveries into groups by using an affinity diagram. Identify the theme for each group of discoveries.

Group 1:	Group 2:	Group 3:	Group 4:
Discoveries			
1. Lesson Plan is too cumbersome(Galileo,High Scope,Head Start Early Outcome Framework,VPK			
2. Children outcomes low consistently compared to past two years			
3. Higher number of resignation for teaching staff			
4. Children enrollment/ attendance is low 5. Too many trainings			

**OCHS Self-Assessment
Summary of Discoveries & Recommendations**

Step 2: Summarize the group's recommendations and categorize them into one or more of the three categories below:

- Progress toward Goals and Objectives
- Systemic issues
- Innovations

Recommendation	Progress Toward Goals	Systemic Issue	Innovation
1.Task force to look at job re-classification. Does pay structure align with the job duties		***	
2. A fully integrated curriculum systems. Evaluate 2 or 3 and spend 1 year investigating the new system to include vetting or buy in by teaching staff. Purchase Surface Go to support the integrated systems.	***		***
3. Hire 10 more coaches-Every teaching must receive intensive coaching			***
4. Eliminate long in-service trainings and make it 1-2 days. Increase conducting trainings in smaller groups.	***		
5. Video tape teachers and have them self evaluate.	***		

**OCHS Self-Assessment
Summary of Discoveries & Recommendations**

Now that your self-assessment sub-group has analyzed the data for your focus area and made some discoveries, it's time to summarize and prioritize them into recommendations. These recommendations will be used by the management team as they review program goals and make plans for continuous quality improvement.

Focus Area: Supporting teachers in promoting School Readiness _____

Step 1: Sort discoveries into groups by using an affinity diagram. Identify the theme for each group of discoveries.

Group 1:	Group 2:	Group 3:	Group 4:

**OCHS Self-Assessment
Summary of Discoveries & Recommendations**

Step 2: Summarize the group's recommendations and categorize them into one or more of the three categories below:

- Progress toward Goals and Objectives
- Systemic issues
- Innovations

Recommendation	Progress Toward Goals	Systemic Issue	Innovation
6. Quarterly incentive for teachers who mentor others			***
7. Substitute pool to address vacancies		***	
8. Prepopulate the lesson plan with all "required activities"			***
9. Teachers complete and submit data twice per month and (every other Thursday) Data collection is ongoing-pictures/notes/videos/ parent input		***	
10. Remove this from SOP's "Failure to follow these procedures will result in disciplinary action up to and including termination or the fear from SOP's		***	

OCHS Self-Assessment Summary of Discoveries & Recommendations

Now that your self-assessment sub-group has analyzed the data for your focus area and made some discoveries, it's time to summarize and prioritize them into recommendations. These recommendations will be used by the management team as they review program goals and make plans for continuous quality improvement.

Focus Area: Parent and Family Engagement

Step 1: Sort discoveries into groups by using an affinity diagram. Identify the theme for each group of discoveries.

Group 1:	Group 2:	Group 3:	Group 4:
		FA instrument we used, was determine to be acceptable when we are assessing our parents.	
		Not enough documentation and/or Not enough client input.	
		Limiting our impact as an agency,when we do 2 FA, instead of 3 FA.	
		FSW's not using the data tool to document in Child Plus. Need to implement a To-Do-List in Child Plus.	

**OCHS Self-Assessment
Summary of Discoveries & Recommendations**

Step 2: Summarize the group's recommendations and categorize them into one or more of the three categories below:

- Progress toward Goals and Objectives
- Systemic issues
- Innovations

Recommendation	Progress Toward Goals	Systemic Issue	Innovation
Mandated presentation at Orientation by the (Management Team). Staff and Parent (buy-in) into the program and service areas.			
Timeline and/or To-Do-List, being effective with managing staff time. Providing helpful tips for the FSW's and parents.			
To increase staff trainings for positive relationship with the parents. Motivational training and smart goal development. Soap note training and staff accountability.			



ORANGE COUNTY GOVERNMENT
 HEAD START
POLICY COUNCIL
MEETING MINUTES



Holden Heights Community Center
 1201 20th Street
 Orlando, FL 32805
 April 21, 2022

Call to Order by: Chevelle Teague, Chairperson at 6:44 p.m.
 Roll Call by: Sandra Moore

Attended By:

Catherine France	Aloma	Representative
Aisha Peterson	Callahan	Alternate
Saterrica Kingcade	Dillard	Representative
Marilyn Mejia	Dover Shores	Alternate
Jenayia Ford	Hal P. Marston	Alternate
Alay Amin	Millennia Elementary	Representative
Niketa Amin	Millennia Elementary	Alternate
Jana'shia Oliver	Pine Hills	Representative
Junior Tavil	Pine Hills	Alternate
Chantal Henry	Southwood	Representative
Simone Fernandes	Taft	Representative
Cesar Fuenmayor Vargas	Ventura	Treasurer
Chevelle Teague	W/S ELC	Chairperson
Ann Marie Alvarado	CHS	Community Rep
Mitchel Etienne	Past Parent	Community Rep

Excused

Nouran Barakat	East Orange	Representative
Brittney Parra	Dover Shores	Vice-Chairperson

Quorum Established

Guest

Barbara M. James	Callahan
Keonna Yearwood	Second Harvest

Staff:

Sonya Hill	Main Office
Avis McWhite	Main Office
Sandra Ruff	Main Office

Yvette Meade	Main Office
Sandra Moore	Main Office
Jean Bellamour	Warehouse
Zhor Elmekali	Pine Hills
Polly Bouler	Hal Marston
Yolanda Soto	Millenia Elementary
Natalie Colon	Main Office
Lourdes Ramos	Main Office
Kenya Munoz	Main Office
Wendy Herrera	Main Office
Dena Davila	Main Office
Sunitha Koorathota	Main Office
Gladys Arzon	Main Office

Chairperson called for a motion to adopt the agenda

Motion: Aisha Peterson, Millenia Representative

Second: Catherine Franco, Aloma Representative

Motion carried with no objections

Secretary's Report by Sandra Moore reviewed minutes from March 24, 2022

Chairperson called for a motion to accept Secretary's Report with a change to mark Alyssa St. Hilaire excused

Motion: Saterrica Kingcade, Dillard Representative

Second: Aisha Peterson, Millenia Representative

Motion carried with no objections

Manager's Report by Sonya Hill

Budget Report by Sandra Ruff, Fiscal Manager and Cesar Fuenmayor, Treasurer

HR Report by Sonya Hill, Manager

Ms. Hill listed terminations and current openings.

Chairperson called for a motion to accept the HR Report

Motion: Aisha Peterson, Millenia Representative

Second: Jana'shia Oliver, Pine Hills Representative

Motion carried with no objections

New Business:

Second Harvest Food Bank presentation by Keonna Yearwood

Ms. Yearwood gave an overview and video of the culinary program that Second Harvest offers. She gave out her contact information for anyone who was interested in applying.

Sunshine Law Training by Sawsan Mohiuddin, Assistant County Attorney

Ms. Mohiuddin did a PowerPoint presentation on the rules and regulations of discussing Policy Council matters, announcing/posting meetings, and possible fines associated for violations.

Executive Committee Vote

Saterrica Kingcade self-nominated for the position of Secretary. She was unanimously voted in as the Secretary.

Unit Reports:

Medical & Dental report by Miguierline Elibert, Admin Specialist

Homeless report by Kenya Munoz, Sr. Family Service Worker

ERSEA Report by Natalie Colon, ERSEA Coordinator

Education report by Gladys Arzon, Mentor Coach

Mental Health & Disabilities report by Wendy Herrera, Sr. Family Service Worker

Facilities Maintenance by Jean Bellamour

Chairperson called for a motion to adjourn the meeting

Motion: Aisha Peterson, Callahan Alternate

Second: Saterrica Kingcade, Dillard Representative

Motion carried with no objections

Meeting Adjourned at 8:32 p.m.

Policy Council
12/19/2024



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

Orange County Government

HEAD START

POLICY COUNCIL

PROGRAM

INFORMATION & UPDATES



Sonya L. Hill
Manager, Head Start Division



APRIL 2022



Orange County
Community & Family Services Department
Head Start Division



POLICY COUNCIL MONTHLY MEETING

Who: **POLICY COUNCIL MEMBERS**

Date: **THURSDAY – APRIL 21, 2022**

Time: **6:30 PM**

Location: **FACILITIES MANAGEMENT DIVISION
2010 E. MICHIGAN STREET
ORLANDO, FL 32806**

CHILD CARE PROVIDED

Sandra Moore:
407-836-8913 or Email Sandra.Moore2@ocfl.net

Yvette Meade:
407-836-8921 or Email Yvette.Meade@ocfl.net

**PLEASE STAY SAFE!!!!
SOCIALLY DISTANCING
PLEASE WEAR A MASK/FACE COVERING**



AGENDA



Orange County Government ● Head Start Policy Council ● April 21, 2022 ● 6:30 p.m.

1. *Call to Order – Chairperson*
2. *Roll Call – Secretary*
3. *Adoption of Agenda*
4. *Secretary's Report*
5. *Officer's Report*
 - a. *Chairperson*
 - b. *Treasurer*
6. *Director's Report*
7. *Budget Report*
8. *HR Report*
9. *Commissioner/Commissioner's Liaison Report*
10. *New Business*
 - a. *Second Harvest Presentation*
 - b. *Sunshine Law Training*
 - c. *Executive Committee Vote*
11. *Unit Updates:*

Homeless, ERSEA, Education, Mental Health & Disabilities, Medical & Dental, Facilities Maintenance
12. *Adjourn*



ORANGE COUNTY GOVERNMENT
 HEAD START
POLICY COUNCIL
MEETING MINUTES



Holden Heights Community Center
 1201 20th Street
 Orlando, FL 32805
 March 24, 2022

Call to Order by: Chevelle Teague, Chairperson at 6:40 p.m.
 Roll Call by: Brittney Perra, Vice Chairperson

Attended By:

Marlene Rosado	Bithlo	Representative
Aisha Peterson	Callahan	Alternate
Saterrica Kingcade	Dillard	Representative
Brittney Perra	Dover Shores	Vice-Chairperson
Nouran Barakat	East Orange	Representative
LaToya Pollock	Hal P. Marston	Representative
Robbreshia Hampton-Bell	Hungerford	Representative
Laurette Jean Baptiste	Lila Mitchell	Representative
Winnie Rene	McCoy Elementary	Alternate
Alay Amin	Millennia Elementary	Representative
Niketa Amin	Millennia Elementary	Alternate
Dayanara Cruz Diaz	South Orlando YMCA	Representative
Helen Dearborn-Munoz	Taft	Alternate
Cesar Fuenmayor Vargas	Ventura	Treasurer
Chevelle Teague	W/S ELC	Chairperson
Ann Marie Alvarado	CHS	Community Rep

Excused

Catherine Franco	Aloma	Representative
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Quorum Established

Guest

Barbara M. James	Callahan
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Staff:

Sonya Hill	Main Office
Avis McWhite	Main Office
Sandra Ruff	Main Office
Yvette Meade	Main Office

Sandra Moore	Main Office
Jean Bellamour	Warehouse
Zhor Elmekali	Pine Hills
Polly Boulter	Hal Marston
Yolanda Soto	Millenia Elementary
Dwayne Horne	Main Office
Natalie Colon	Main Office
Lourdes Ramos	Main Office
Nick Sanders	Main Office
Kenya Munoz	Main Office

Chairperson called for a motion to adopt the agenda with changes to remove Sunshine Law Training from New Business

Motion: Alay Amin, Millenia Representative

Second: Robbreshia Hampton- Bell, Hungerford Representative

Motion carried with no objections

Secretary's Report by Brittney Perra, reviewed minutes from February 24, 2022

Chairperson called for a motion to accept Secretary's Report

Motion: Alay Amin, Millenia Representative

Second: Robbreshia Hampton-Bell, Hungerford Representative

Motion carried with no objections

Officer's Report

- Chevelle Teague, Chairperson, presented highlights from the conference she attended. Head Start is recruiting now, spread the word. Recruitment event will be held at Pine Hills April 2, 2022. We have current openings for a Secretary on the executive committee. Voting will take place at the next meeting. We are also seeking Community Reps.
- Cesar Fuenmayor, Treasurer presented highlights from the conference in Tallahassee he attended last month.

Manager's Report by Sonya Hill

Ms. Hill reported on IM (Information Memorandum) and PI (Program Instructions).

ACF-IM-HS-22-01, ACF-IM-HS-21-05, ACF-PI-HS-21-04

Mental wellness training and counseling for staff is provided through COVID funding. Pine Hills was the recipient of a Lending Library and received 750 books from the Hankins Johnson Education Foundation which supports literacy and family engagement.

Status of Board Agenda Items – Sonya Hill

Policy Council Updates and Minutes were submitted for the Official County Record

Budget Report by Sandra Ruff, Fiscal Manager and Cesar Fuenmayor, Treasurer

Ms. Ruff submitting a new budget plan to the Office of Head Start. A box truck was purchased for the Warehouse Specialist. Updates were done at Southwood and Lila Michell. There will be more updates to follow.

HR Report by Sonya Hill, Manager

Ms. Hill listed terminations and current openings. Several positions are posted and several are going through the hiring process now. The Food Service Assistant will not be filled.

New Business:

- **Maintenance Overview and Training by Nick Sanders, Facilities Maintenance Supervisor**

The purpose of this unit is to maintain each Head Start site for safety and compliance with Federal regulations. Documentation is necessary to provide justification for funds spent and what work has been done. Work orders are created to schedule services however, there are unscheduled maintenance events that are unpredictable emergencies. Software programs ChildPlus and Maximo are used to track supplies on hand and completion of work orders.

- **Selection Criteria Training and Document Approval by Natalie Colon, ERSEA Coordinator**

Ms. Colon broke down the scoring system for the selection criteria. The criteria has not changed from last year.

Unit Reports:

Medical & Dental report by Valentine Palmer, RN.

Homeless report by Dwayne Horne, Family Service Worker

ERSEA Report by Natalie Colon, Family Service Worker

Education report by Limarys Rivera, Family Service Worker

Mental Health & Disabilities report by Lourdes Ramos, Family Service Worker

Chairperson called for a motion to adjourn the meeting

Motion: Aisha Peterson, Callahan Alternate

Second: Robbreshia Hampton-Bell, Hungerford Representative

Motion carried with no objections

Meeting Adjourned at 8:02 p.m.

**Next Policy Council Meeting
April 21, 2022**

**Orange County Head Start
Policy Council
Meeting: April 21, 2022
Director's Program Information Update**

National Update

- **ACF-IM-HS-21-01 Coronavirus Aid: COVID-19 Fiscal Flexibilities; Fiscal Year**
 - The Office of Head Start re-issued ACF-IM-HS-21-01 to inform programs of fiscal flexibilities in place such as prior approval waiver, transferring funds, procurement by noncompetitive proposals, etc.
- **Stand Up meetings (NHSA)**
 - The National Head Start Association hosts a ZOOM call for all Head Start programs on a weekly basis. The meetings provide support to programs regarding strategies for enrollment, attendance, and utilizing COVID-19 funds.
- **Disaster Grant - Sole Source**
 - OCHS submitted a request to OHS for approval to utilize a Sole Source for the disaster grant funds.
- **Head Start Health Services Competencies Modules**
 - The Head Start Health Services Competencies collection is now available through the Office of Head Start. The competencies are a set of 68 science-informed practices for early childhood health services staff. The modules address the attitudes, knowledge, and skills you need to effectively support the health and well-being of young children and their families. With this module, health services managers learn how to identify the agencies and individuals outside of the program who can assist in strengthening Head Start Health Services.

Regional

- **Region IV Head Start Association**
 - Region IV Head Start Association is holding the Fiscal Leadership Institute during the month of June 2022. The training will provide training focused on fiscal competencies regarding audits, compliance, and strategies regarding pending COVID-19 funds.

Local

- **Federal Monitoring Focus Area 1 Review March 14th-18th**
 - Orange County Head Start participated in a week review answering questions regarding the systems and procedure of the program.

- **Self-Assessment April 5th**
 - Orange County Head Start staff, parents and partners participated in a full day event completing the self-assessment looking at the following focus areas: Retention & Recruitment, Fiscal Funds, Curriculum Fidelity, and Staff Wellness. The self-assessment identifies the strengths and area for improvement for the program.
- **Community Assessment- currently in progress**
 - The program is currently completing the community assessment process with the parents completing the parent survey.
- **Annual Grant- July 1- currently in progress**
- **Change of Scope (Funded Enrollment)**
 - The program is exploring the possibility of changing the scope to give priority to three-year-old students.

**Head Start Policy Council
Human Resources Committee
March 2022 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	Temporary Employment Ended	Josie Owens

III. Separation from employment (Voluntarily)

Job Title	Reason	Employee's Name
Family Services Worker	Relocation	Michena Casimir Raggs

III. Current Head Start Openings – As of 4/1/2022

Job Title	Number of Positions	Potential Candidates in process for hire
Licensed Practical Nurse	2	
Center Supervisor	2	
Family Services Worker	2	
Teacher Assistant	37	
Teacher	8	
Assistant Nutrition Coordinator	1	
Food Service Assistant	1	
Head Start Field Ops Supervisor	1	
Registered Nurse	1	
Education Coordinator	1	
Quality Assurance Coordinator	1	

Head Start Budget Summary March 2022

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.

Administration	7521	1,348,720	49,868	91,951	154,525	94,268	194,978	85,794	0	0	0	0	0	0	0	13,471	671,384	663,865	51
Education	7522	11,291,773	439,408	810,229	1,314,536	807,300	859,963	747,144	0	0	0	0	0	0	0	123,621	4,978,580	6,189,572	45
USDA Administration	7523	216,843	7,462	10,337	15,058	9,699	16,282	9,739	0	0	0	0	0	0	0	0	68,576	148,267	32
USDA Services	7524	1,257,709	10,260	18,734	91,529	72,035	142,765	60,542	0	0	0	0	0	0	0	419,276	395,866	442,567	65
Training	7525	156,870	833	(87)	28,591	43,137	18,984	2,353	0	0	0	0	0	0	0	0	93,811	63,059	60
Disabilities	7526	402,729	14,850	27,930	47,912	26,841	33,085	30,925	0	0	0	0	0	0	0	40,284	181,543	180,902	55
Health and Dental	7527	459,650	13,051	22,272	31,903	16,183	15,961	16,432	0	0	0	0	0	0	0	0	115,802	343,848	25
PFCE	7528	1,922,774	75,420	140,643	230,728	149,921	140,778	137,293	0	0	0	0	0	0	0	0	874,784	1,047,990	46
Facilities	7534	719,477	9,769	22,116	44,731	24,923	31,882	28,942	0	0	0	0	0	0	0	2,579	162,362	554,536	23

Head Start YTD Summary March 2022

Head Start Budget Summary

Below is a different statement of financial activity. This summarizes all the financial spending over a period of time. In the example below we are looking at fiscal year to date spending. This spending has been separated into salary and non-salary expense. This report is also gives the council an understanding of Orange County Head Start's financial health.

	FY 2022 Current Budget	Encumbered Amount	FY 2022 Total YTD	Balance	% Percent Budget Used YTD
7521- Admin Salary	1,180,526	0	539,514	641,012	46
7522 - Education Salary	10,541,112	0	4,700,169	5,840,943	45
7523 - USDA Admin Salary	203,721	0	61,489	142,232	30
7524 - USDA Services Salary	272,609	0	114,140	158,469	42
7526 - Disability Salary	336,236	0	162,029	174,207	48
7527 - Health Salary	435,920	0	106,194	329,726	24
7528 - PFCE Salary	1,868,600	0	847,217	1,021,383	45
7534 - Facilities Salary	263,330	0	116,928	146,402	44
Total Salary	15,102,054	0	6,647,680	8,454,374	44%
7521 - Admin	168,194	13,471	131,870	22,853	86
7522 - Education	750,661	123,621	278,411	348,629	54
7523 - USDA Admin	13,122	0	7,087	6,035	54
7524 - USDA Services	985,100	419,276	281,726	284,098	71
7525 - Training	156,870	0	93,811	63,059	60
7526 - Disability	402,729	40,284	181,543	180,902	55
7527 - Health	23,730	0	9,608	14,122	40
7528 - PFC	54,174	0	27,567	26,607	51
7534 - Facilities	456,147	2,579	45,435	408,133	11
Total Non-Salary	3,010,727	599,231	1,057,057	1,354,439	55%
Grand Total	18,112,781	599,231	7,704,737	9,808,813	46%

COMMUNITY AND FAMILY SERVICES THROUGH MARCH 31, 2022: FUND: 7002 DEPT: 062 UNIT: 7521 : H.S. ADMIN: 50% OF FY ELAPSED

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ENCUMBERED AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD	
1120	4FA	REGULAR SALARIES and WAGES	790,753	33,251	60,926	91,474	60,855	58,487	56,565	0	0	0	0	0	0	0	361,557	429,196	46	
1130	4FA	OTHER SALARIES and WAGES	5,000	1,939	4,598	6,237	4,516	3,286	2,142	0	0	0	0	0	0	0	22,718	(17,716)	454	
1140	4FA	OVERTIME	2,764	94	600	539	414	116	215	0	0	0	0	0	0	0	1,978	786	72	
2110	4FA	FICA TAXES	60,493	2,547	4,782	7,102	4,798	4,491	4,275	0	0	0	0	0	0	0	27,995	32,498	46	
2120	4FA	RETIREMENT CONTRIBUTION	84,294	3,606	6,657	9,955	6,618	6,181	6,144	0	0	0	0	0	0	0	39,181	45,133	46	
2130	4FA	LIFE and HEALTH INSURANCE	231,000	7,749	14,089	21,293	14,719	14,128	14,128	0	0	0	0	0	0	0	86,107	144,893	37	
2131	4FA	HSA/FSA CONTRIBUTION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
2200	4FA	PAYMENTS TO OPEB TRUST	6,222	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6,222	0	
		TOTAL SALARY	1,180,528	49,185	91,652	136,589	91,920	86,689	83,468	0	0	0	0	0	0	0	539,514	641,012	46	
3125	4FB	INDIRECT COSTS	106,329	0	0	0	0	106,329	0	0	0	0	0	0	0	0	106,329	0	100	
3179	4FC	CONTRACT SVC EMPLOY AGENT	10,000	683	0	0	342	0	0	0	0	0	0	0	0	0	6,912	1,025	79	
3410	4FC	LOCAL TRAVEL	2,000	0	299	0	183	484	39	0	0	0	0	0	0	0	1,005	995	50	
3510	4FC	POSTAGE and MESSENGER SVCS	250	0	0	0	0	0	0	0	0	0	0	0	0	0	0	250	0	
3530	4FC	TOLL CHARGES	150	0	0	0	0	0	0	0	0	0	0	0	0	0	0	150	0	
3610	4FC	RENTAL OF EQUIPMENT	4,000	0	0	110	471	236	0	0	0	0	0	0	0	0	2,714	817	88	
3720	4FC	COMMUNICATIONS	2,700	0	0	604	325	604	1,178	0	0	0	0	0	0	0	2,711	(11)	100	
3820	4FC	MAINTENANCE OF EQUIPMENT	3,500	0	0	0	743	522	0	0	0	0	0	0	0	0	3,845	1,264	146	
3910	4FC	GRAPHIC REPROD SVCS	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	0	
4010	4FC	DUES and MEMBERSHIPS	16,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	16,000	0	
4020	4FC	BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	0	
4110	4FC	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	4,000	0	0	2,520	185	115	554	0	0	0	0	0	0	0	0	3,374	626	84
4115	4FC	MISCELLANEOUS OPERATING SUPPLIES	2,000	0	0	85	74	0	104	0	0	0	0	0	0	0	0	263	1,737	13
		COMPUTER EQUIPMENT LESS THAN \$500	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	0	
4121	4FC	EQUIPMENT LESS THAN \$1000	50	0	0	42	0	0	450	0	0	0	0	0	0	0	492	(442)	984	
4412	4FC	PROMOTIONAL EXPENSES	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	0	
4418	4FC	EDUCATIONAL ASSISTANCE PROGRAM	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	0	
4422	4FC	SCHOLARSHIPS, AWARDS, BENEF	1,500	0	0	0	25	0	0	0	0	0	0	0	0	0	25	1,475	2	
4482	4FG	SELF INS-PROP CASUALTY	14,565	0	0	14,565	0	0	0	0	0	0	0	0	0	0	14,565	0	100	
		TOTAL OPERATIONS	188,194	683	299	17,826	2,348	108,289	2,325	0	0	0	0	0	0	13,471	131,870	22,855	86	
		TOTAL UNIT 7521	1,348,720	49,868	91,951	154,525	94,268	184,978	85,794	0	0	0	0	0	0	13,471	671,334	663,568	51	

COMMUNITY AND FAMILY SERVICES THROUGH MARCH 31, 2022: FUND: 7002 DEPT: 062 UNIT: 7522 : H.S. SERVICES: 50% OF FY ELAPSED

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ENCUMBERED AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	4FE	REGULAR SALARIES and WAGES	6,710,006	302,284	543,816	759,711	513,490	542,828	470,404	0	0	0	0	0	0	0	3,132,532	3,577,474	47
1130	4FE	OTHER SALARIES and WAGES	10,000	1,650	3,227	4,240	2,910	6,293	5,429	0	0	0	0	0	0	0	23,749	(13,749)	237
1140	4FE	OVERTIME	5,000	967	11,957	20,166	4,574	17,149	10,631	0	0	0	0	0	0	0	65,464	(60,464)	1,309
2110	4FE	FICA TAXES	513,315	22,171	40,790	57,264	39,036	41,406	35,434	0	0	0	0	0	0	0	236,120	277,195	46
2120	4FE	RETIREMENT CONTRIBUTION	715,287	32,069	60,349	85,673	57,229	61,985	53,065	0	0	0	0	0	0	0	350,400	364,887	49
2130	4FE	LIFE and HEALTH INSURANCE	2,502,038	80,217	146,384	203,176	166,100	154,644	141,383	0	0	0	0	0	0	0	891,903	1,610,135	36
2131	4FE	HSA/FSA CONTRIBUTION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2200	4FE	PAYMENTS TO OPEB TRUST	85,466	0	0	0	0	0	0	0	0	0	0	0	0	0	0	85,466	0
		TOTAL SALARIES	10,541,112	439,408	809,523	1,130,249	783,338	824,305	716,346	0	0	0	0	0	0	0	4,700,199	5,840,943	45
3192	4FF	SOFTWARE LICENSING SUPPORT FEE	53,000	0	0	0	0	0	0	0	0	0	0	0	0	27,640	0	25,360	52
		CONTRACTUAL SERVICES NOT OTHERWISE SPECIFIED	1,000	0	0	0	150	0	0	0	0	0	0	0	0	0	150	850	15
3350	4FF	OTHER INSURANCE and BONDS	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	100	0
3410	4FF	LOCAL TRAVEL	9,000	0	1,553	94	1,413	995	28	0	0	0	0	0	0	0	4,063	4,917	45
3530	4FF	TOLL CHARGES	2,000	0	76	135	174	102	254	0	0	0	0	0	0	0	740	1,260	37
3610	4FF	RENTAL OF EQUIPMENT	63,000	0	1,343	3,704	3,680	8,067	1,178	0	0	0	0	0	0	34,113	17,972	10,915	83
3720	4FF	COMMUNICATIONS	30,000	0	657	2,440	2,464	1,926	4,457	0	0	0	0	0	0	0	11,945	18,055	40
3820	4FF	MAINTENANCE OF EQUIPMENT	32,000	0	77	316	2,066	3,171	654	0	0	0	0	0	0	18,729	6,265	6,967	78
3910	4FF	GRAPHIC REPROD SVCS	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	100	0
		BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS	3,000	0	0	0	0	1,476	0	0	0	0	0	0	0	0	1,476	1,524	49
4040	4FF	LICENSE and CERTIFICATION FEES	6,000	0	0	0	0	0	525	0	0	0	0	0	0	0	525	5,475	9
		OFFICE SUPPLIES (NOT INCLUDING PRINTING)	17,000	0	0	0	0	0	2,390	0	0	0	0	0	0	0	2,390	14,610	14
4115	4FF	MISCELLANEOUS OPERATING SUPPLIES	60,000	0	0	1,078	107	199	35	0	0	0	0	0	0	0	1,419	59,581	2
4116	4FF	EVENT/MEAL REIMBURSEMENTS	5,500	0	0	1,500	178	59	0	0	0	0	0	0	0	0	1,737	3,763	32
		COMPUTER EQUIPMENT LESS THAN \$500	1,000	0	0	27	662	0	32	0	0	0	0	0	0	0	721	279	72
4123	4FF	EQUIPMENT LESS THAN \$1000	11,150	0	0	87	277	0	673	0	0	0	0	0	0	0	1,036	10,112	9
4135	4FF	FOOD and DIETARY	272,847	0	0	12,452	12,457	17,747	20,572	0	0	0	0	0	0	43,140	63,227	166,480	39
4195	4FF	MISC SUPPLIES OR EXPENSES	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	100	0
4412	4FF	PROMOTIONAL EXPENSES	1,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,500	0
4418	4FF	EDUCATIONAL ASSISTANCE PROGRAM	4,000	0	0	0	333	1,916	0	0	0	0	0	0	0	0	2,250	1,750	56
4450	4FF	PARENT ACTIVITY FUND	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	0
4452	4FN	FIELD TRIPS-HEAD START	15,360	0	0	0	0	0	0	0	0	0	0	0	0	0	0	15,360	0
4482	4FG	SELF INS-PROP CASUALTY	162,454	0	0	162,454	0	0	0	0	0	0	0	0	0	0	162,454	0	100
6120	4FF	AID TO OTHER GOVT AGENCIES	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	0
		TOTAL OPERATIONS	750,661	0	3,706	184,267	23,962	35,656	30,796	0	0	0	0	0	0	123,621	278,411	346,629	54
		TOTAL UNIT 7522	11,291,775	439,408	810,229	1,314,536	807,360	899,963	747,144	0	0	0	0	0	0	123,621	4,376,580	6,189,372	45

COMMUNITY AND FAMILY SERVICES THROUGH MARCH 31, 2022: FUND: 7402 DEPT: 062 UNIT: 7523 : USDA ADMIN: 50% OF FY ELAPSED

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	D AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	4FQ	REGULAR SALARIES and WAGES	130,482	5,281	7,171	10,337	6,891	6,891	6,891	0	0	0	0	0	0	0	43,463	87,019	33
1140	4FQ	OVERTIME	1,500	0	16	0	0	0	0	0	0	0	0	0	0	0	16	1,484	1
2110	4FQ	FICA TAXES	9,981	394	532	768	513	513	513	0	0	0	0	0	0	0	3,232	6,749	32
2120	4FQ	RETIREMENT CONTRIBUTION	13,909	571	763	1,118	746	746	746	0	0	0	0	0	0	0	4,690	9,219	34
2130	4FQ	LIFE and HEALTH INSURANCE	46,200	1,215	1,855	2,291	1,550	1,590	1,590	0	0	0	0	0	0	0	10,089	36,111	22
2200	4FQ	PAYMENTS TO OPEB TRUST	1,649	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,649	0
		TOTAL SALARIES	203,721	7,462	10,337	14,514	9,699	9,739	9,739	0	0	0	0	0	0	0	61,489	142,232	30
3125	4FP	INDIRECT COSTS	6,543	0	0	0	0	6,543	0	0	0	0	0	0	0	0	6,543	0	100
3410	4FR	LOCAL TRAVEL	1,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,000	0
3530	4FR	TOLL CHARGES	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	0
3820	4FR	MAINTENANCE OF EQUIPMENT	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	0
4110	4FR	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	4,100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,100	0
4418	4FR	EDUCATIONAL ASSISTANCE PROGRAM	835	0	0	0	0	0	0	0	0	0	0	0	0	0	0	835	0
4482	4FS	SELF INS-PROP CASUALTY	544	0	0	544	0	0	0	0	0	0	0	0	0	0	544	0	100
		TOTAL OPERATIONS	13,122	0	0	544	0	6,543	0	0	0	0	0	0	0	0	7,087	6,035	54
		TOTAL UNIT 7523	216,843	7,462	10,337	15,058	9,699	16,282	9,739	0	0	0	0	0	0	0	68,576	148,267	32

COMMUNITY AND FAMILY SERVICES THROUGH MARCH 31, 2022: FUND: 7402 DEPT: 062 UNIT: 7524 : USDA SERVICES: 50% OF FY ELAPSED

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ENCUMBERED AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	4FT	REGULAR SALARIES and WAGES	149,110	6,583	12,036	18,054	12,281	12,036	10,086	0	0	0	0	0	0	0	71,076	78,034	48
1130	4FT	OTHER SALARIES and WAGES	0	0	0	1,067	743	0	0	0	0	0	0	0	0	0	1,809	(1,809)	0
1140	4FT	OVERTIME	500	0	0	0	54	26	3	0	0	0	0	0	0	0	83	417	17
2110	4FT	FICA TAXES	11,407	468	857	1,367	933	855	745	0	0	0	0	0	0	0	5,225	6,182	46
2120	4FT	RETIREMENT CONTRIBUTION	15,895	712	1,302	1,953	1,312	1,305	1,092	0	0	0	0	0	0	0	7,676	8,219	48
2130	4FT	LIFE and HEALTH INSURANCE	92,400	2,496	4,539	6,928	4,689	4,809	4,809	0	0	0	0	0	0	0	28,272	64,128	31
2131	4FT	HSA/FSA CONTRIBUTION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2200	4FT	PAYMENTS TO OPEB TRUST	3,297	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,297	0
		TOTAL SALARIES	272,609	10,260	18,734	29,389	20,011	19,032	16,734	0	0	0	0	0	0	0	114,140	158,469	42
3170	4FU	JANITORIAL SVC and SUPPLY	1,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,500	0
4110	4FU	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	0
		MISCELLANEOUS OPERATING SUPPLIES	1,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,000	0
4123	4FU	EQUIPMENT LESS THAN \$1000	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	0
4130	4FU	HOUSEHOLD AND KITCHEN SUPPLIES	3,300	0	0	0	427	0	0	0	0	0	0	0	0	0	427	2,873	13
4135	4FU	FOOD and DIETARY	975,163	0	0	58,573	51,597	123,733	43,809	0	0	0	0	0	0	0	419,276	277,712	71
4482	4FS	SELF INS-PROP CASUALTY	3,587	0	0	3,587	0	0	0	0	0	0	0	0	0	0	3,587	0	100
		TOTAL OPERATIONS	985,100	0	0	62,160	52,024	123,733	43,809	0	0	0	0	0	0	0	419,276	281,726	71
		TOTAL UNIT 7524	1,257,709	10,260	18,734	91,529	72,035	142,765	60,542	0	0	0	0	0	0	0	419,276	395,966	65

COMMUNITY AND FAMILY SERVICES THROUGH MARCH 31, 2022: FUND: 7002 DEPT: 062 UNIT: 7525 : H.S. TRAINING: 50% OF FY ELAPSED

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ENCUMBERED AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD	
3185	4FH	CONTRACT SVC-TRAINING	50,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50,000	0	
3197	4FH	CONTRACTUAL SERVICES NOT OTHERWISE SPECIFIED	2,000	0	0	1,125	1,125	0	0	0	0	0	0	0	0	0	0	2,250	(250)	113
3410	4FH	LOCAL TRAVEL	2,000	0	0	0	0	1,033	(63)	0	0	0	0	0	0	0	0	970	1,030	49
3420	4FH	OUT OF COUNTY TRAVEL	36,000	833	(87)	3,403	4,117	3,060	3,740	0	0	0	0	0	0	0	0	15,066	20,934	42
3610	4FH	RENTAL OF EQUIPMENT	2,000	0	0	478	478	0	0	0	0	0	0	0	0	0	0	956	1,044	48
3620	4FH	LEASES-BUILDINGS/STRUCTURES	3,370	0	0	1,340	670	0	0	0	0	0	0	0	0	0	0	2,010	1,360	60
3910	4FH	GRAPHIC REPROD SVCS	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	0	0
4020	4FH	BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS	1,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,000	0	0
4030	4FH	TRAINING AND EDUCATIONAL COST	38,000	0	0	22,245	36,747	14,891	(1,424)	0	0	0	0	0	0	0	0	72,459	(34,459)	191
4040	4FH	LICENSE AND CERTIFICATION FEES	3,500	0	0	0	0	0	100	0	0	0	0	0	0	0	0	100	3,400	3
4110	4FH	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	1,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,000	0	0
4115	4FH	MISCELLANEOUS OPERATING SUPPLIES	4,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,000	0	0
4116	4FH	EVENT/MEAL REIMBURSEMENTS	3,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,500	0	0
4418	4FH	EDUCATIONAL ASSISTANCE PROGRAM	10,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,000	0	0
		TOTAL OPERATIONS	156,870	833	(87)	26,591	43,137	18,984	2,353	0	0	0	0	0	0	0	93,811	63,059	60	
		TOTAL UNIT 7525	156,870	833	(87)	26,591	43,137	18,984	2,353	0	0	0	0	0	0	0	93,811	63,059	60	

COMMUNITY AND FAMILY SERVICES THROUGH MARCH 31, 2022: FUND: 7002 DEPT: 062 UNIT: 7526 : H.S. DISABILITY: 50% OF FY ELAPSED

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ENCUMBERED AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	4FI	REGULAR SALARIES and WAGES	230,307	10,309	19,157	28,202	18,802	18,802	18,571	0	0	0	0	0	0	0	113,842	116,465	49
1140	4FI	OVERTIME	500	0	89	0	0	0	19	0	0	0	0	0	0	0	108	392	22
2110	4FI	FICA TAXES	17,618	704	1,319	1,927	1,323	1,323	1,307	0	0	0	0	0	0	0	7,903	9,715	45
2120	4FI	RETIREMENT CONTRIBUTION	24,551	1,115	2,044	3,051	2,034	2,034	2,011	0	0	0	0	0	0	0	12,291	12,260	50
2130	4FI	LIFE and HEALTH INSURANCE	61,600	2,721	4,948	7,522	4,165	4,265	4,265	0	0	0	0	0	0	0	27,885	33,715	45
2131	4FI	HSA/FSA CONTRIBUTION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2200	4FI	PAYMENTS TO OPEB TRUST	1,660	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,660	0
		TOTAL SALARIES	336,236	14,850	27,557	40,703	26,324	26,424	28,172	0	0	0	0	0	0	0	162,029	174,207	48
3195	4FK	CONTRACT SERVICES MEDICAL	40,000	0	125	400	225	6,144	4,522	0	0	0	0	0	0	40,284	11,416	(11,699)	129
3410	4FK	LOCAL TRAVEL	1,700	0	249	0	170	394	0	0	0	0	0	0	0	0	813	887	48
3530	4FK	TOLL CHARGES	150	0	0	0	7	8	0	0	0	0	0	0	0	0	15	135	10
3720	4FK	COMMUNICATIONS	2,400	0	0	115	115	115	231	0	0	0	0	0	0	0	577	1,823	24
4020	4FK	BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS	1,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,500	0
4040	4FK	LICENSE AND CERTIFICATION FEES	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	0
4110	4FK	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	3,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,000	0
4115	4FK	MISCELLANEOUS OPERATING SUPPLIES	10,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,000	0
4121	4FK	COMPUTER EQUIPMENT LESS THAN \$500	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	0
4418	4FK	EDUCATIONAL ASSISTANCE PROGRAM	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	0
4482	4FG	SELF INS-PROP CASUALTY	6,693	0	0	6,693	0	0	0	0	0	0	0	0	0	0	6,693	0	100
		TOTAL OPERATIONS	66,493	0	374	7,208	518	6,661	4,753	0	0	0	0	0	0	40,284	19,514	6,696	99
		TOTAL UNIT 7526	402,729	14,850	27,030	47,912	26,841	33,085	30,925	0	0	0	0	0	0	40,284	181,543	180,902	55

COMMUNITY AND FAMILY SERVICES THROUGH MARCH 31, 2022: FUND: 7002 DEPT: 062 UNIT: 7527 : H.S. CHILD HEALTH AND DEVELOPMENT: 50% OF FY ELAPSED

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ENCUMBERED AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	4FV	REGULAR SALARIES and WAGES	288,530	9,542	17,017	16,951	10,483	10,460	10,370	0	0	0	0	0	0	0	74,823	213,707	26
1140	4FV	OVERTIME	500	10	74	124	0	64	75	0	0	0	0	0	0	0	346	154	69
2110	4FV	FICA TAXES	22,073	689	1,208	1,199	726	729	723	0	0	0	0	0	0	0	5,275	16,798	24
2120	4FV	RETIREMENT CONTRIBUTION	30,757	1,034	1,439	1,847	1,134	1,139	1,130	0	0	0	0	0	0	0	7,723	23,034	25
2130	4FV	LIFE and HEALTH INSURANCE	92,400	1,777	2,481	3,741	3,330	3,350	3,350	0	0	0	0	0	0	0	18,028	74,372	20
2131	4FV	HSA/FSA CONTRIBUTION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2200	4FV	PAYMENTS TO OPEB TRUST	1,660	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,660	0
		TOTAL SALARIES	435,920	13,051	22,218	23,862	15,673	15,742	15,648	0	0	0	0	0	0	0	106,194	329,726	24
3179	4FW	CONTRACT SVC EMPLOY AGENT	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	0
3195	4FW	CONTRACT SERVICES MEDICAL	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	0
3410	4FW	LOCAL TRAVEL	500	0	54	0	0	58	0	0	0	0	0	0	0	0	112	388	22
3530	4FW	TOLL CHARGES	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	100	0
3720	4FW	COMMUNICATIONS	2,000	0	0	161	185	161	322	0	0	0	0	0	0	0	829	1,171	41
4020	4FW	BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	100	0
4110	4FW	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	1,500	0	0	0	65	0	462	0	0	0	0	0	0	0	527	973	35
4115	4FW	MISCELLANEOUS OPERATING SUPPLIES	3,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3,000	0
4121	4FW	COMPUTER EQUIPMENT LESS THAN \$500	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	0
4123	4FW	EQUIPMENT LESS THAN \$1000	3,000	0	0	0	260	0	0	0	0	0	0	0	0	0	260	2,740	9
4143	4FW	MEDandSURG SUPPLIES	4,100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,100	0
4418	4FW	EDUCATIONAL ASSISTANCE PROGRAM	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	0
4482	4FG	SELF INS-PROP CASUALTY	7,880	0	0	7,880	0	0	0	0	0	0	0	0	0	0	7,880	0	100
		TOTAL OPERATIONS	23,730	0	54	9,041	511	219	783	0	0	0	0	0	0	0	9,808	14,122	40
		TOTAL UNIT 7527	459,650	13,051	22,272	31,903	16,183	15,961	16,432	0	0	0	0	0	0	0	115,902	343,848	25

COMMUNITY AND FAMILY SERVICES MARCH 31, 2022: FUND: 7002 DEPT: 062 UNIT: 7528 : H.S. PARENT FAMILY COMMUNITY ENGAGEMENT: 50% OF FY ELAPSED

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ENCUMBERED AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	4FX	REGULAR SALARIES and WAGES	1,231,146	50,329	94,257	142,050	101,909	89,944	88,369	0	0	0	0	0	0	0	566,857	664,289	46
1130	4FX	OTHER SALARIES and WAGES	10,000	2,784	2,740	3,748	1,489	5,105	3,642	0	0	0	0	0	0	0	19,507	(9,507)	195
1140	4FX	OVERTIME	5,000	44	501	148	113	130	449	0	0	0	0	0	0	0	1,385	3,615	28
2110	4FX	FICA TAXES	94,183	3,847	7,131	10,637	7,639	6,907	6,705	0	0	0	0	0	0	0	42,866	51,317	46
2120	4FX	RETIREMENT CONTRIBUTION	131,240	5,679	11,069	16,595	9,719	10,567	10,372	0	0	0	0	0	0	0	64,000	67,240	49
2130	4FX	LIFE and HEALTH INSURANCE	385,000	12,737	24,861	37,436	27,014	25,374	25,378	0	0	0	0	0	0	0	152,600	232,400	40
2131	4FX	HSA/FSA CONTRIBUTION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2200	4FX	PAYMENTS TO OPEB TRUST	12,031	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12,031	0
		TOTAL SALARIES	1,868,600	75,420	140,359	210,613	147,883	138,027	134,015	0	0	0	0	0	0	0	847,217	1,021,383	45
3410	4FY	LOCAL TRAVEL	3,000	0	280	8	337	418	80	0	0	0	0	0	0	0	1,122	1,878	37
3530	4FY	TOLL CHARGES	100	0	5	0	4	5	0	0	0	0	0	0	0	0	13	87	13
3720	4FY	COMMUNICATIONS	3,800	0	0	857	1,135	1,225	2,140	0	0	0	0	0	0	0	5,356	(1,756)	149
4020	4FY	BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	0
4110	4FY	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	7,000	0	0	0	0	690	158	0	0	0	0	0	0	0	848	6,152	12
4115	4FY	MISCELLANEOUS OPERATING SUPPLIES	500	0	0	92	396	221	0	0	0	0	0	0	0	0	709	(209)	142
4121	4FY	COMPUTER EQUIPMENT LESS THAN \$500	50	0	0	0	35	0	0	0	0	0	0	0	0	0	35	15	70
4123	4FY	EQUIPMENT LESS THAN \$1000	500	0	0	0	132	193	0	0	0	0	0	0	0	0	325	175	65
4412	4FY	PROMOTIONAL EXPENSES	7,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,000	0
4418	4FY	EDUCATIONAL ASSISTANCE PROGRAM	4,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,000	0
4450	4FY	PARENT ACTIVITY FUND	9,216	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9,216	0
4482	4FG	SELF INS-PROP CASUALTY	19,158	0	0	19,158	0	0	0	0	0	0	0	0	0	0	19,158	0	100
		TOTAL OPERATIONS	54,174	0	285	20,115	2,036	2,751	2,378	0	0	0	0	0	0	0	27,567	26,607	51
		TOTAL UNIT 7528	1,922,774	75,420	140,643	230,728	149,921	140,778	137,293	0	0	0	0	0	0	0	874,784	1,047,990	46

COMMUNITY AND FAMILY SERVICES THROUGH MARCH 31, 2022: FUND: 0001 DEPT: 062 UNIT: 7529 : H.S. GENERAL FUND: 50% OF FY ELAPSED

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ENCUMBERED AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	HZE	REGULAR SALARIES and WAGES	280,597	12,490	22,779	34,169	22,779	22,779	22,779	0	0	0	0	0	0	0	137,776	142,821	49
2110	HZE	FICA TAXES	21,464	915	1,669	2,503	1,662	1,662	1,662	0	0	0	0	0	0	0	10,073	11,391	47
2120	HZE	RETIREMENT CONTRIBUTION	29,912	1,351	2,465	3,697	2,465	2,465	2,465	0	0	0	0	0	0	0	14,907	15,005	50
2130	HZE	LIFE and HEALTH INSURANCE	92,400	2,937	5,341	8,112	5,558	5,658	5,658	0	0	0	0	0	0	0	33,265	59,135	36
2131	HZE	HSA/FSA CONTRIBUTION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2150	HZE	UNEMPLOYMENT COMPENSATION	500	0	0	0	0	0	3,101	0	0	0	0	0	0	0	3,101	(2,601)	620
		TOTAL SALARIES	424,673	17,694	32,254	48,481	32,464	32,564	35,665	0	0	0	0	0	0	0	199,122	225,751	47
3197	HZE	CONTRACTUAL SERVICES NOT OTHERWISE SPECIFIED	22,800	0	0	0	0	0	0	0	0	0	0	0	0	22,280	0	520	98
3810	HZE	MAINTENANCE OF BUILDINGS, IMPROVEMENTS, AND GROUNDS	1	0	(15,668)	15,668	0	0	0	0	0	0	0	0	0	0	0	1	0
4110	HZE	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	0
4115	HZE	MISCELLANEOUS OPERATING SUPPLIES	500	0	0	300	0	1,739	0	0	0	0	0	0	0	0	2,039	(1,539)	408
4123	HZE	EQUIPMENT LESS THAN \$1000	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	0
4135	HZE	FOOD and DIETARY	2,193	0	0	0	0	0	0	0	0	0	0	0	0	932	0	1,261	43
4482	HZE	SELF INS-PROP CASUALTY	283	0	0	283	0	0	0	0	0	0	0	0	0	0	283	0	100
6420	HZE	ROLLING STOCK	25,000	0	0	0	0	0	0	0	0	0	0	0	0	23,877	0	1,123	96
6438	HZE	COMPUTER EQUIPMENT > \$500	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	0
		TOTAL OPERATIONS	51,827	0	(15,668)	16,251	0	1,739	0	0	0	0	0	0	0	47,089	2,322	2,416	95
		TOTAL UNIT 7529	476,700	17,694	16,586	64,732	32,464	34,303	35,665	0	0	0	0	0	0	47,089	201,443	226,168	52

COMMUNITY AND FAMILY SERVICES THROUGH MARCH 31, 2022: FUND: 7002 DEPT: 062 UNIT: 7534 : H.S. FACILITIES: 50% OF FY ELAPSED

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ENCUMBERED AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	4FL	REGULAR SALARIES and WAGES	156,428	6,268	11,898	17,896	12,013	12,938	11,900	0	0	0	0	0	0	0	72,911	83,517	47
1130	4FL	OTHER SALARIES and WAGES	10,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,000	0
1140	4FL	OVERTIME	5,000	48	72	178	69	1,812	362	0	0	0	0	0	0	0	2,541	2,459	51
2110	4FL	FICA TAXES	11,967	438	834	1,260	823	1,027	837	0	0	0	0	0	0	0	5,221	6,746	44
2120	4FL	RETIREMENT CONTRIBUTION	16,675	683	1,295	1,956	1,307	1,596	1,327	0	0	0	0	0	0	0	8,164	8,511	49
2130	4FL	LIFE and HEALTH INSURANCE	61,600	2,331	4,240	6,420	4,993	5,053	5,053	0	0	0	0	0	0	0	28,090	33,510	46
2200	4FL	PAYMENTS TO OPEB TRUST	1,660	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,660	0
		TOTAL SALARIES	263,330	9,769	16,339	27,710	19,205	22,426	19,478	0	0	0	0	0	0	0	116,928	146,402	44
		PAYMENTS TO OTHER GOVERNMENTAL																	
3167	4FM	AGENCIES	11,000	0	0	1,359	1,578	3,736	1,527	0	0	0	0	0	0	2,579	8,199	221	98
3170	4FM	JANITORIAL SVC and SUPPLY	10,000	0	1,295	1,295	648	648	648	0	0	0	0	0	0	0	4,534	5,466	45
3179	4FM	CONTRACT SVC EMPLOY AGENT	7,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,000	0
		CONTRACTUAL SERVICES NOT OTHERWISE SPECIFIED																	
3197	4FM	OTHERWISE SPECIFIED	5,000	0	0	2,100	0	0	0	0	0	0	0	0	0	0	2,100	2,900	42
3350	4FM	OTHER INSURANCE and BONDS	10,000	0	0	5,458	0	0	0	0	0	0	0	0	0	0	5,458	4,542	55
3410	4FM	LOCAL TRAVEL	800	0	0	0	36	0	0	0	0	0	0	0	0	0	36	764	5
3520	4FM	MOVING EXPENSE-CO ASSETS	7,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,000	0
3530	4FM	TOLL CHARGES	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	0
3610	4FM	RENTAL OF EQUIPMENT	1,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,000	0
3620	4FM	LEASES-BUILDINGS/STRUCTURES	300,000	0	125	125	63	63	63	0	0	0	0	0	0	0	438	299,562	0
3710	4FM	UTILITIES	25,000	0	1,679	3,282	2,661	2,337	3,490	0	0	0	0	0	0	0	13,450	11,550	54
3720	4FM	COMMUNICATIONS	4,800	0	0	191	151	191	381	0	0	0	0	0	0	0	913	3,887	19
		MAINTENANCE OF BUILDINGS, IMPROVEMENTS, AND GROUNDS																	
3810	4FM	MAINTENANCE OF BUILDINGS, IMPROVEMENTS, AND GROUNDS	30,000	0	678	785	360	1,109	339	0	0	0	0	0	0	0	3,270	26,730	11
3820	4FM	MAINTENANCE OF EQUIPMENT	3,000	0	0	196	0	98	0	0	0	0	0	0	0	0	294	2,706	10
		INTERNAL FLEET MANAGEMENT CHARGES																	
3825	4FD	INTERNAL FLEET MANAGEMENT CHARGES	21,797	0	0	2,104	0	1,274	1,935	0	0	0	0	0	0	0	5,313	16,484	24
3910	4FM	GRAPHIC REPROD SVCS	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	0
		OFFICE SUPPLIES (NOT INCLUDING PRINTING)																	
4110	4FM	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	1,500	0	0	0	88	0	30	0	0	0	0	0	0	0	118	1,382	8
4115	4FM	MISCELLANEOUS OPERATING SUPPLIES	7,000	0	0	36	41	0	1,052	0	0	0	0	0	0	0	1,129	5,871	16
4123	4FM	EQUIPMENT LESS THAN \$1000	5,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,000	0
4126	4FM	TOOLSandSMALL IMPLEMENTS	5,000	0	0	15	70	0	0	0	0	0	0	0	0	0	85	4,915	2
4175	4FM	CLOTHING and WEARING APPAREL	200	0	0	75	22	0	0	0	0	0	0	0	0	0	97	103	48
4195	4FM	MISC SUPPLIES OR EXPENSES	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	0
		TOTAL OPERATIONS	456,147	0	3,777	17,021	5,717	9,456	9,464	0	0	0	0	0	0	2,579	45,435	408,133	11
		TOTAL UNIT 7534	719,477	9,769	22,116	44,731	24,923	31,882	28,942	0	0	0	0	0	0	2,579	162,362	554,536	23

COMMUNITY AND FAMILY SERVICES MONTHLY EXPENSE REPORT MARCH 31,2022: FUND: 7046 DEPT: 062 UNIT: 7535 : H.S. DISASTER & RECOVERY

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	PRE-ENCUMBERED		TOTAL YTD	BALANCE	% BUDGET USED YTD	
																AMOUNT	AMOUNT				
3125	2GA	INDIRECT COSTS	333,100	0	0	0	0	4,155	0	0	0	0	0	0	0	0	4,155	328,945	1	1	
3170	2GB	JANITORIAL SVC and SUPPLY	10,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10,500	0	0	
3197	2GB	CONTRACTUAL SERVICES NOT OTHERWISE SPECIFIED	15,770	0	0	0	0	0	0	0	0	0	0	0	0	0	0	15,770	0	0	
3420	2GB	OUT OF COUNTY TRAVEL	34,266	0	0	0	0	0	2,694	0	0	0	0	0	0	0	2,694	31,572	8	0	
3810	2GB	MAINTENANCE OF BUILDINGS, IMPROVEMENTS, AND GROUNDS	990,176	0	0	0	0	0	0	0	0	0	0	0	0	0	0	850,176	14	14	
4020	2GB	BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS	6,437	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6,437	0	0	
4030	2GB	TRAINING AND EDUCATIONAL COST	120,034	0	0	0	19,467	0	1,300	0	0	0	0	0	0	0	68,133	20,767	31,134	74	73
4040	2GB	LICENSE AND CERTIFICATION FEES	2,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,000	0	0	
4110	2GB	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	24,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	24,000	0	0	
4115	2GB	MISCELLANEOUS OPERATING SUPPLIES	53,762	0	0	0	0	0	0	0	0	0	0	0	0	0	0	53,762	0	0	
4120	2GB	SOFTWARE < \$1000	16,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	16,000	0	0	
4123	2GB	EQUIPMENT LESS THAN \$1000	52,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	52,000	0	0	
4143	2GB	MED and SURG SUPPLIES	12,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12,500	0	0	
6310	2GC	STRUCT and FAC OTH TH BLDGS	400,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	400,000	0	0	
6410	2GC	EQUIPMENT	46,000	0	0	0	9,997	0	0	0	0	0	0	0	0	0	9,997	36,003	22	22	
6420	2GC	ROLLING STOCK	7,358	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,358	0	0	
		TOTAL OPERATIONS	2,123,903	0	0	0	29,464	4,155	3,994	0	0	0	0	0	0	0	68,133	37,613	1,878,158	12	11
		TOTAL UNIT 7535	2,123,903	0	0	0	29,464	4,155	3,994	0	0	0	0	0	0	0	68,133	37,613	1,878,158	12	11

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CH Full Name	Comp Supp Name	Purchase Date	Post Date	Amount	GL: FUND	GL: DEPT	GL: UNIT_SUBUNIT	GL: OBJ	Program Card Name
CLAYTON, AMANDA	OFFICEMAX/OFFICEDEPT#6876	3/7/2022	3/9/2022	\$39.99	7002	062	7528	4123	ORANGE COUNTY BOCC- PCard
CLAYTON, AMANDA	OFFICEMAX/OFFICEDEPT#6876	3/7/2022	3/9/2022	\$389.70	7002	062	7528	4110	ORANGE COUNTY BOCC- PCard
CLAYTON, AMANDA	OFFICEMAX/OFFICEDEPT#6876	3/7/2022	3/9/2022	\$60.78	7002	062	7528	4110	ORANGE COUNTY BOCC- PCard
CLAYTON, AMANDA	OFFICEMAX/OFFICEDEPT#6876	3/7/2022	3/9/2022	\$60.59	7002	062	7528	4121	ORANGE COUNTY BOCC- PCard
CLAYTON, AMANDA	OFFICE DEPOT	3/8/2022	3/10/2022	\$147.94	7002	062	7528	4123	ORANGE COUNTY BOCC- PCard
CLAYTON, AMANDA	OFFICE DEPOT	3/8/2022	3/10/2022	\$147.94	7002	062	7528	4110	ORANGE COUNTY BOCC- PCard
CLAYTON, AMANDA	OFFICEMAX/OFFICEDEPT#6876	3/8/2022	3/10/2022	\$76.99	7002	062	7528	4123	ORANGE COUNTY BOCC- PCard
CLAYTON, AMANDA	OFFICEMAX/OFFICEDEPT#6876	3/8/2022	3/10/2022	\$182.15	7002	062	7528	4110	ORANGE COUNTY BOCC- PCard
CLAYTON, AMANDA	OFFICEMAX/OFFICEDEPT#6876	3/8/2022	3/10/2022	\$781.13	7002	062	7528	4110	ORANGE COUNTY BOCC- PCard
CLAYTON, AMANDA	OFFICEMAX/OFFICEDEPT#6876	3/8/2022	3/10/2022	\$781.13	7002	062	7528	4115	ORANGE COUNTY BOCC- PCard
CLAYTON, AMANDA	OFFICEMAX/OFFICEDEPT#6876	3/8/2022	3/10/2022	\$781.13	7002	062	7528	4121	ORANGE COUNTY BOCC- PCard
CLAYTON, AMANDA	OFFICEMAX/OFFICEDEPT#6876	3/8/2022	3/10/2022	\$601.26	7002	062	7528	4110	ORANGE COUNTY BOCC- PCard
CLAYTON, AMANDA	OFFICEMAX/OFFICEDEPT#6876	3/8/2022	3/10/2022	\$601.26	7002	062	7528	4123	ORANGE COUNTY BOCC- PCard
CLAYTON, AMANDA	INCREDIBLE YEARS	3/9/2022	3/10/2022	\$5,307.00	5872	062	8153	4030	ORANGE COUNTY BOCC- PCard
CLAYTON, AMANDA	OFFICEMAX/OFFICEDEPT#6876	3/12/2022	3/14/2022	\$36.89	7002	062	7528	4110	ORANGE COUNTY BOCC- PCard
CLAYTON, AMANDA	OFFICEMAX/OFFICEDEPT#6876	3/13/2022	3/14/2022	\$92.45	7002	062	7528	4110	ORANGE COUNTY BOCC- PCard
CLAYTON, AMANDA	OFFICEMAX/OFFICEDEPT#6876	3/14/2022	3/16/2022	\$161.75	7002	062	7528	4110	ORANGE COUNTY BOCC- PCard
CLAYTON, AMANDA	OFFICEMAX/OFFICEDEPT#6876	3/14/2022	3/16/2022	\$161.75	7002	062	7528	4115	ORANGE COUNTY BOCC- PCard
CLAYTON, AMANDA	OFFICEMAX/OFFICEDEPT#6876	3/14/2022	3/16/2022	\$161.75	7002	062	7528	4121	ORANGE COUNTY BOCC- PCard
CLAYTON, AMANDA	OFFICEMAX/OFFICEDEPT#6876	3/15/2022	3/17/2022	\$105.48	7002	062	7528	4121	ORANGE COUNTY BOCC- PCard
CLAYTON, AMANDA	OFFICEMAX/OFFICEDEPT#6876	3/15/2022	3/17/2022	\$39.99	7002	062	7528	4123	ORANGE COUNTY BOCC- PCard
CLAYTON, AMANDA	OFFICEMAX/OFFICEDEPT#6876	3/17/2022	3/21/2022	(\$92.45)	7002	062	7528	4110	ORANGE COUNTY BOCC- PCard
CLAYTON, AMANDA	CRESTLINE	3/23/2022	3/24/2022	\$6,356.06					ORANGE COUNTY BOCC- PCard
CLAYTON, AMANDA	INCREDIBLE YEARS	3/24/2022	3/25/2022	\$1,264.50					ORANGE COUNTY BOCC- PCard
CLAYTON, AMANDA	PUBLIX #1174	3/29/2022	3/30/2022	\$46.73					ORANGE COUNTY BOCC- PCard
CLAYTON, AMANDA	PUBLIX #436	3/29/2022	3/30/2022	\$153.02					ORANGE COUNTY BOCC- PCard
CLAYTON, AMANDA	BAUDVILLE INC.	3/30/2022	3/31/2022	\$1,429.61					ORANGE COUNTY BOCC- PCard
DEONARINE, VIDYA D	THE COUNCIL FOR PROFESSI	3/1/2022	3/2/2022	\$425.00	7002	062	7522	4040	ORANGE COUNTY BOCC- PCard
DEONARINE, VIDYA D	TEACHSTONE TRAINING	3/5/2022	3/7/2022	\$125.00	7002	062	7522	4040	ORANGE COUNTY BOCC- PCard
DEONARINE, VIDYA D	TEACHSTONE TRAINING	3/8/2022	3/9/2022	\$125.00	7002	062	7522	4040	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	WATER - COFFEE DELIVERY	2/28/2022	3/1/2022	\$1,595.67	7002	062	7534	3710	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	AHCA SERVICE FEE	2/28/2022	3/1/2022	\$0.43	7002	062	7534	3167	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	AGENCY FOR HEALTHCARE AD	2/28/2022	3/1/2022	\$13.25	7002	062	7534	3167	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	AHCA SERVICE FEE	2/28/2022	3/1/2022	\$0.43	7002	062	7534	3167	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	AGENCY FOR HEALTHCARE AD	2/28/2022	3/1/2022	\$13.25	7002	062	7534	3167	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	USPS PO 1169260806	3/2/2022	3/3/2022	\$26.95	7002	062	7521	3510	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	AGENCY FOR HEALTHCARE AD	3/7/2022	3/8/2022	\$13.25	7002	062	7534	3167	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	AHCA SERVICE FEE	3/7/2022	3/8/2022	\$0.43	7002	062	7534	3167	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	PUBLIX #1754	3/7/2022	3/9/2022	(\$7.46)	5872	062	8153	4116	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	WALMART.COM AA	3/8/2022	3/10/2022	\$119.76	7002	062	7522	4115	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	OFD ADMINISTRATION	3/9/2022	3/10/2022	\$100.00	7002	062	7534	3167	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	OTC BRANDS INC	3/9/2022	3/11/2022	\$545.80	7002	062	7522	4115	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	AGENCY FOR HEALTHCARE AD	3/10/2022	3/11/2022	\$13.25	7002	062	7534	3167	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	AHCA SERVICE FEE	3/10/2022	3/11/2022	\$0.43	7002	062	7534	3167	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	DISCOUNTSCH 8006272829	3/10/2022	3/11/2022	\$4,997.18	7002	062	7522	4115	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	USPS PO 1169260806	3/11/2022	3/14/2022	\$54.60	7002	062	7534	3167	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	WALMART.COM AA	3/11/2022	3/14/2022	\$119.76	7002	062	7522	4115	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	AHCA SERVICE FEE	3/11/2022	3/14/2022	\$0.43	7002	062	7534	3167	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	AGENCY FOR HEALTHCARE AD	3/11/2022	3/14/2022	\$13.25	7002	062	7534	3167	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	OFFICE DEPOT	3/16/2022	3/18/2022	\$202.18	7002	062	7522	4123	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	OFFICEMAX/OFFICEDEPT#6876	3/16/2022	3/18/2022	\$257.23	7002	062	7522	4121	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	OFFICEMAX/OFFICEDEPT#6876	3/16/2022	3/18/2022	\$303.92	7002	062	7522	4115	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	WALMART.COM AA	3/17/2022	3/18/2022	\$119.76	7002	062	7522	4115	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	WALMART.COM AA	3/17/2022	3/18/2022	\$119.76	7002	062	7522	4115	ORANGE COUNTY BOCC- PCard

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DUCK, CORTINA	WALMART.COM AA	3/17/2022	3/21/2022	\$119.76	7002	062	7522	4115	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	WALMART.COM AA	3/17/2022	3/21/2022	\$239.52	7002	062	7522	4115	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	WALMART.COM AA	3/18/2022	3/21/2022	\$119.76	7002	062	7522	4115	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	WALMART.COM AA	3/18/2022	3/21/2022	\$119.76	7002	062	7522	4115	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	AHCA SERVICE FEE	3/24/2022	3/25/2022	\$1.41	7002	062	7522		ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	AGENCY FOR HEALTHCARE AD	3/24/2022	3/25/2022	\$43.25	7002	062	7522		ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	AGENCY FOR HEALTHCARE AD	3/24/2022	3/25/2022	\$43.25	7002	062	7522		ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	AGENCY FOR HEALTHCARE AD	3/24/2022	3/25/2022	\$13.25	7002	062	7522		ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	AHCA SERVICE FEE	3/24/2022	3/25/2022	\$1.41	7002	062	7522		ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	AHCA SERVICE FEE	3/24/2022	3/25/2022	\$0.43	7002	062	7522		ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	POSITIVE PROMOTIONS	3/29/2022	3/30/2022	\$136.35	7002	062	7522		ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	WATER - COFFEE DELIVERY	3/30/2022	3/31/2022	\$1,482.98	7002	062	7522		ORANGE COUNTY BOCC- PCard
ELIBERT, MIGUERLINE	TURENNE PHARMEDCO	3/11/2022	3/14/2022	\$8,788.00	7002	062	8152	4115	ORANGE COUNTY BOCC- PCard
ELIBERT, MIGUERLINE	YOUNG SPECIALTIES	3/15/2022	3/15/2022	\$758.87	7002	062	8153	4115	ORANGE COUNTY BOCC- PCard
ELIBERT, MIGUERLINE	SCHOOL NURSE SUPPLY INC	3/24/2022	3/25/2022	\$3,365.60	7002	062	7527	4115	ORANGE COUNTY BOCC- PCard
FLORES, DAISY	SYSCO CORP	3/7/2022	3/8/2022	\$1,316.71	7002	062	7522	4135	ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	THE COUNCIL FOR PROFESSI	2/28/2022	3/1/2022	\$1,790.00	7002	062	7522	4020	ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	THE COUNCIL FOR PROFESSI	2/28/2022	3/1/2022	\$1,790.00	7002	062	7522	3510	ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	3/1/2022	3/2/2022	\$400.99	7001	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	3/2/2022	3/3/2022	\$9.99	7001	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	SECOND HARVEST FOOD BANK	3/2/2022	3/3/2022	\$2,210.00	7001	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	3/3/2022	3/7/2022	\$11.98	7001	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	3/3/2022	3/7/2022	\$633.19	7001	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	WAL-MART #3162	3/3/2022	3/7/2022	\$46.04	7001	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	CDW GOVT #T032735	3/4/2022	3/7/2022	\$800.00	7001	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	PANERA BREAD	3/5/2022	3/7/2022	\$171.52	7001	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	SAMSLUB #6218	3/6/2022	3/8/2022	\$26.98	7001	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	SECOND HARVEST FOOD BANK	3/7/2022	3/8/2022	\$2,929.20	7001	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	SECOND HARVEST FOOD BANK	3/7/2022	3/8/2022	\$1,824.80	7001	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	UNITED TROPHY AND AWARDS	3/7/2022	3/8/2022	\$50.00	7001	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	PANERA BREAD	3/8/2022	3/8/2022	\$171.52	7001	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	AMZN Mktp US	3/9/2022	3/10/2022	\$287.76	7001	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	3/11/2022	3/14/2022	\$400.99	7002	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	3/14/2022	3/17/2022	(\$633.19)	7002	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	PAYPAL VLITLLET	3/17/2022	3/18/2022	\$10,000.00	7002	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	3/17/2022	3/21/2022	(\$11.98)	7002	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	3/18/2022	3/21/2022	\$529.99	7002	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	3/24/2022	3/28/2022	(\$529.99)	7002	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	OFFICEMAX/DEPOT	3/25/2022	3/28/2022	\$30.58	7002	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	OFFICEMAX/DEPOT	3/25/2022	3/28/2022	\$31.99	7002	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	OFFICE DEPOT	3/25/2022	3/28/2022	\$5.08	7002	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	AMZN Mktp US	3/25/2022	3/28/2022	\$29.99	7002	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	3/25/2022	3/28/2022	\$159.41	7002	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	AMZN Mktp US	3/25/2022	3/28/2022	\$75.93	7002	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	AMZN Mktp US	3/25/2022	3/28/2022	\$3.98	7002	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	AMZN Mktp US	3/26/2022	3/28/2022	\$452.71	7002	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	AMZN Mktp US	3/28/2022	3/29/2022	\$16.95	7002	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	OFFICE DEPOT	3/28/2022	3/30/2022	\$29.99	7002	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	3/28/2022	3/30/2022	\$4.19	7002	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	3/28/2022	3/30/2022	\$133.63	7002	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	3/28/2022	3/30/2022	\$633.19	7002	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	3/28/2022	3/30/2022	\$11.98	7002	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	SECOND HARVEST FOOD BANK	3/30/2022	3/31/2022	\$170.50	7002	062			ORANGE COUNTY BOCC- PCard
RIVERA, LIMARYS	TEACHSTONE TRAINING	3/29/2022	3/30/2022	\$1,129.75	7001	062	7522		ORANGE COUNTY BOCC- PCard

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RUFF, SANDRA D	MID FLORIDA TECH	2/28/2022	3/1/2022	\$2,884.00	7002	062	7525	4030	ORANGE COUNTY BOCC- TCard
RUFF, SANDRA D	OMNI HOTELS	3/9/2022	3/15/2022	(\$441.00)	7002	062	7525	3420	ORANGE COUNTY BOCC- TCard
RUFF, SANDRA D	PAYPAL EPPLEY	3/14/2022	3/15/2022	\$1,155.00	7007	062	7521		ORANGE COUNTY BOCC- TCard
RUFF, SANDRA D	SECOND HARVEST FOOD BANK	3/14/2022	3/15/2022	\$2,792.00	5872	062	8152		ORANGE COUNTY BOCC- TCard
RUFF, SANDRA D	NATIONAL HEAD START ASSO	3/14/2022	3/15/2022	\$799.00	7002	062	7525	4030	ORANGE COUNTY BOCC- TCard
RUFF, SANDRA D	CRISIS PREVENTION INSTITU	3/14/2022	3/15/2022	\$3,899.00	7002	062	7525	4030	ORANGE COUNTY BOCC- TCard
RUFF, SANDRA D	SECOND HARVEST FOOD BANK	3/14/2022	3/15/2022	\$2,792.00	5872	062	8153	4030	ORANGE COUNTY BOCC- TCard
RUFF, SANDRA D	SOUTHWES 5261494929214	3/14/2022	3/16/2022	\$460.96	7002	062	7525	3420	ORANGE COUNTY BOCC- TCard
RUFF, SANDRA D	SOUTHWES 5261494929211	3/14/2022	3/16/2022	\$460.96	7002	062	7525	3420	ORANGE COUNTY BOCC- TCard
RUFF, SANDRA D	SOUTHWES 5261494929213	3/14/2022	3/16/2022	\$460.96	7002	062	7525	3420	ORANGE COUNTY BOCC- TCard
RUFF, SANDRA D	SOUTHWES 5261494929212	3/14/2022	3/16/2022	\$460.96	7002	062	7525	3420	ORANGE COUNTY BOCC- TCard
RUFF, SANDRA D	HOLIDAY INN EXPRESS	3/18/2022	3/21/2022	\$607.06	7046	062	7535	3420	ORANGE COUNTY BOCC- TCard
RUFF, SANDRA D	HOLIDAY INN EXPRESS	3/18/2022	3/21/2022	\$607.06	7046	062	7535	3420	ORANGE COUNTY BOCC- TCard
RUFF, SANDRA D	HOLIDAY INN EXPRESS	3/18/2022	3/21/2022	\$607.06	7046	062	7535	3420	ORANGE COUNTY BOCC- TCard
RUFF, SANDRA D	HOLIDAY INN EXPRESS	3/18/2022	3/21/2022	\$607.06	7046	062	7535	3420	ORANGE COUNTY BOCC- TCard
RUFF, SANDRA D	HOLIDAY INN EXPRESS	3/18/2022	3/21/2022	\$607.06	7046	062	7535	3420	ORANGE COUNTY BOCC- TCard
SANDERS, NICK A	SQ A.D. SOLUTIONS	3/8/2022	3/9/2022	\$9,999.99	7001	062			ORANGE COUNTY BOCC- PCard
SANDERS, NICK A	INTERIOR CONTRACT SRVCS	3/16/2022	3/17/2022	\$2,017.06	7002	062			ORANGE COUNTY BOCC- PCard
SANDERS, NICK A	INTERIOR CONTRACT SRVCS	3/16/2022	3/17/2022	\$4,862.99	7002	062			ORANGE COUNTY BOCC- PCard
SANDERS, NICK A	IN AL-LEN LOCK	3/21/2022	3/23/2022	\$22.40	7002	062	7534	4115	ORANGE COUNTY BOCC- PCard
SANDERS, NICK A	LOWES #01598	3/30/2022	3/31/2022	\$1,860.00	7002	062			ORANGE COUNTY BOCC- PCard

Child Plus Dashboard Homeless Reporting March 2021-2022



	Centers	Making Gains	Goal Completed	Homeless
1	Aloma	29	0	3
2	Bithlo	13	1	3
3	Callahan	9	0	3
4	Dillard	14	0	0
5	Dover Shores	24	0	2
6	East Orange	69	5	14
7	Engelwood	15	0	7
8	Hal Marston	62	0	3
9	Hungerford Elm	15	0	5
10	John Bridges	101	4	21
11	Lila Mitchell	0	0	1
12	McCoy	12	0	1
13	Millenia	21	0	6
15	Pine Hills	24	0	2
16	S.O. YMCA	10	0	3
17	Southwood	36	9	19
18	Taft	63	0	5
19	Three Points	43	0	3
20	Ventura	35	3	1
21	W.S. ELC	2	0	3
22	W.S. ELM	18	0	3
23	W. Oaks ELM	6	0	1
	Total:	621	22	109

Total # of homeless families' 109

Total # of families acquired housing: 0

Total # of New families: 1

Homeless ADA 86.07%



**ORANGE COUNTY HEAD START
Parent Family and Community Engagement**



Monthly Homeless Report

Mar/28/2022

	Aloma	Bithlo	Callahan	
Chld plus ID#:	90357	89907	91517	TOTAL
Follow Ups	6	4	1	11
Referrals visible and documented in system	0	0	0	0
TOTAL	6	4	1	11

Progress Gains			
Site	Aloma	Bithlo	Callahan
Assessment Completion	Both assessments completed.	Both assessment completed.	Both assessment completed.
Family Services Information	Staff has provided all necessary updates in child plus, and is meeting/supporting the needs of the family.	Family continues to be homeless, FSW needs to have more consistent follow up with family. A family goal was met, with acquiring employment.	There's no follow up with the parent goal. PIR area needs to be updated. Further documentation is needed on outcomes in the assessment and partnership agreements.
Resources family received from FSV	yes	yes	Yes



ORANGE COUNTY HEAD START 2021-2022
ERSEA REPORT

MONTH: March

YEAR: 2021-2022

Sites	Funded Enrollment	Monthly Actual Enrollment	10% IEP Actual Enrollment	Drops YTD	Monthly Waiting List	Monthly New Application 2021-2022	Monthly New Applications 2022-2023
Aloma	37	30	5%	1 3	1	1	1
Bithlo	34	26	3%	5	0	0	2
Callahan	49	39	5%	9	0	1	1
Dillard	36	32	0	1 0	5	0	3
Dover Shores	54	52	4%	11	0	1	4
East Orange	111	96	5%	24	7	4	14
Engelwood	57	53	9%	8	5	0	1
Hal P Marston	90	68	3%	19	0	0	1
Hungerford	36	31	0	8	4	0	5
John Bridges	134	109	0	29	3	0	7
Lila Mitchell	70	63	2%	17	9	0	2
McCoy	37	31	3%	8	3	1	6
Millennia	35	29	7%	4	8	0	2
Pine Hills	195	129	2%	45	11	0	4
SO YMCA	57	45	0	1 4	0	1	6
Southwood	113	110	0	22	9	2	11
Taft	114	66	3%	19	0	0	1
Three Points	57	44	4%	11	15	1	13
Ventura	37	37	11%	7	4	0	1
WS ELC	91	70	1%	2 1	8	1	3
WS Elementary	57	48	8%	7	5	2	1
West Oaks Elm	35	24	0	2	0	1	0
Total	1536	1232	3% (40)	313	97	16	56
Goal	1536	1536	+ 154 (10%)	-191	+ 154 (10%)	48	
Previous Month		1238		293	120	37	0

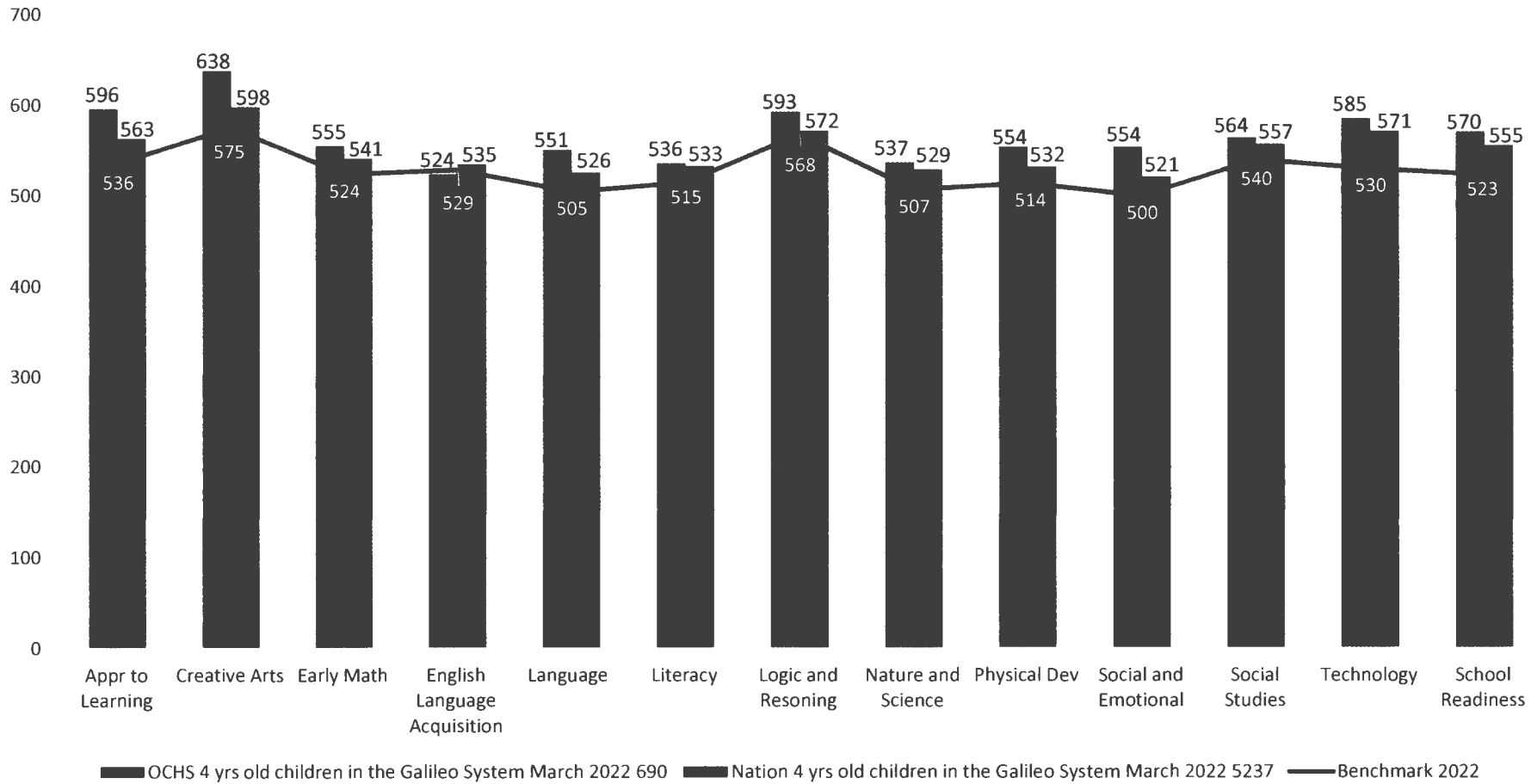
Monthly Chronic Absenteeism	Current Month	Monthly Goal	Previous Month	Reasons w/ Highest Percentages	
Severe Chronic Absences (20% Over)	23%	10%(154)	30%	Attempt to contact, No contact	13%
Moderate Chronic Absences (10-20% Over)	26%	20%(307)	25%	Sick or Dr's Appointment	28%
Not Chronically Absent (Less than 10%)	51%	70% (1075)	45%	Transportation	10%

ORANGE COUNTY HEAD START 2021-2022
ERSEA REPORT

Site	Funded Enrollment	Returning Children	New Applications Needed by Site for Selections	Total Applications Selections	Recruitment Efforts
Aloma	37	17	0		OCPS Ventura, TRUE Health, Hoffner Dental, NCF, Engelwood Community Center, Walmart, ALDI, Tainos Bakery, Homegoods, Sedanos
Bithlo	34	13	1		Mjm Store, Food Mart USA, Publix
Callahan	49	28	1		Additions Financial, Subway, Coast Dental, Citgo, Beauty Depot, Get More Tax Services, Coin Laundry, Boost Mobile, Citgo Magic Market, Advent Health Centra Care
Dillard	36	19	4		Ocoee Orange County Clerk, First Choice Peds, Nemours Children Health, Habitat for Humanity, Ocoee Ped, WIC, Community Health Center Winter Garden, Fork & Flora latin Bistro
Dover Shores	54	15	1		Citgo Curry Ford, Publix, Pet Supplies Plus, Conway Dry Cleaner, ACE, Access, Curry Ford Pharmacy, Habilah Beauty Salon, Dover Shores Elementary School, Presidente, Family Dollar, The park aptms, The Corner Stone
East Orange	111	52	3 0		Stop Barber Shop, True Health, Goodfella's, Advenir at Polos East, Tortuga Bay Aptms, Junior Columbian Burger, Youfit Gym, River Reach Aptms, Alafaya Branch Library, Siam Garden, WIC, Alafaya Library, The Glenn Aptms, The place at Alafaya, Small/Big business
	57	28	1		True Health, Sun Center, give flyers out to OCPS parents, Engelwood recreation center
Hal Marston	90	40	1 8		Palm Grove Gardens, McDonalds, It's Fashion, Laundromat in Park Plaza, #1 Beauty Supply, The Preserve at Emerald Villas, Central FL Urban League, Seminole Ridge Aptms, Silver Hill Aptms, Fusion Aptms, Lotte Plaza Aptms, My Gyros Wings and Grill, Orlando Sky Aptms, The Park Collington, Rolling Hill Aptms, Stella West Aptms, Hibiscus Place
Hungerford	36				Parents in HS, Mustard Seed, Kidswood Ped, Edgewater Ped, Klemira Ped, Zoe's Kitchen
John Bridges	134	61	2 5		Lorell Elementary School, Wheatley Elementary School, All my kids Pediatrics, Farm Worker Association, Family Promise of greater Orlando, Apopka Pregnancy Care Center
Lila Mitchell	70	37	5		Hung Quoc MD, Saudie's restaurant, Dream Barber Shop, M+G Health Center, Uncle Louis Phone Repair, Enchantillon, Kiki Caribbean Market, Singhs Roti Shop, IFIX+Sell, MME 1040 Tax, R&G Barber Shop, B+M
McCoy	37	17	4		West Oak Elementary, Southern Oaks Aptm, Beauty 21, Rosala West
Millennia	35	0			Bella Vista Aptms, Palio Aptms, Bella Casa Aptms, Socia Media,
	195	86	2 0		Southern Oaks, Beauty 21, Rosala West, Dream Big Pre-school, Beracah Church, Rosala West
SO YMCA	57	27	8		All parents in HS-Flyers distributions, True Health Center, WIC,
	113	58	6		Outlet, Magnolia Nails, Sneaker,
Taft	114	47			Cypress Creek High School, Wetherbee Elementary School, Meadow Wood Middle School, Orlando Magic Rec Center, Endeavor Ekementary, Orage County Library
	57	26	6		Jobs Partnership, AARP, Orange County Library System

Site	Funded Enrollment	Returning Children	New Applications Needed by Site for Selections	Total Applications Selections	Recruitment Efforts
Ventura	37	18	5		OCPS Ventura, TRUE Health, Hoffner Dental, NCF, Engelwood Community Center, Walmart, Aldi, Tainos Bakery, Homegoods, Sedanos
	91	34	0		Kirkman Shopping Plaza, 5506 Metro West BLVD, Chik fil a, LA fitness, Kirkman Oaks Sopping Plaza
Washington Shores Elementary	57	14	4		New York China, WA Barbershop & Style, Spot @ Washington Shores, Lees Market, Blissful Kurves, RX Florida, Pendana Apts, KWIK sHOP
	35	0			Beauty Exchange Beauty Supply, One Stop Housing, Seana's Caribbean, Wood Hill aptms.
Total	1536	655	1		

Orange County Head Start
Early Childhood Assessment Scores
Four Year Old (4 Yrs) March 2022



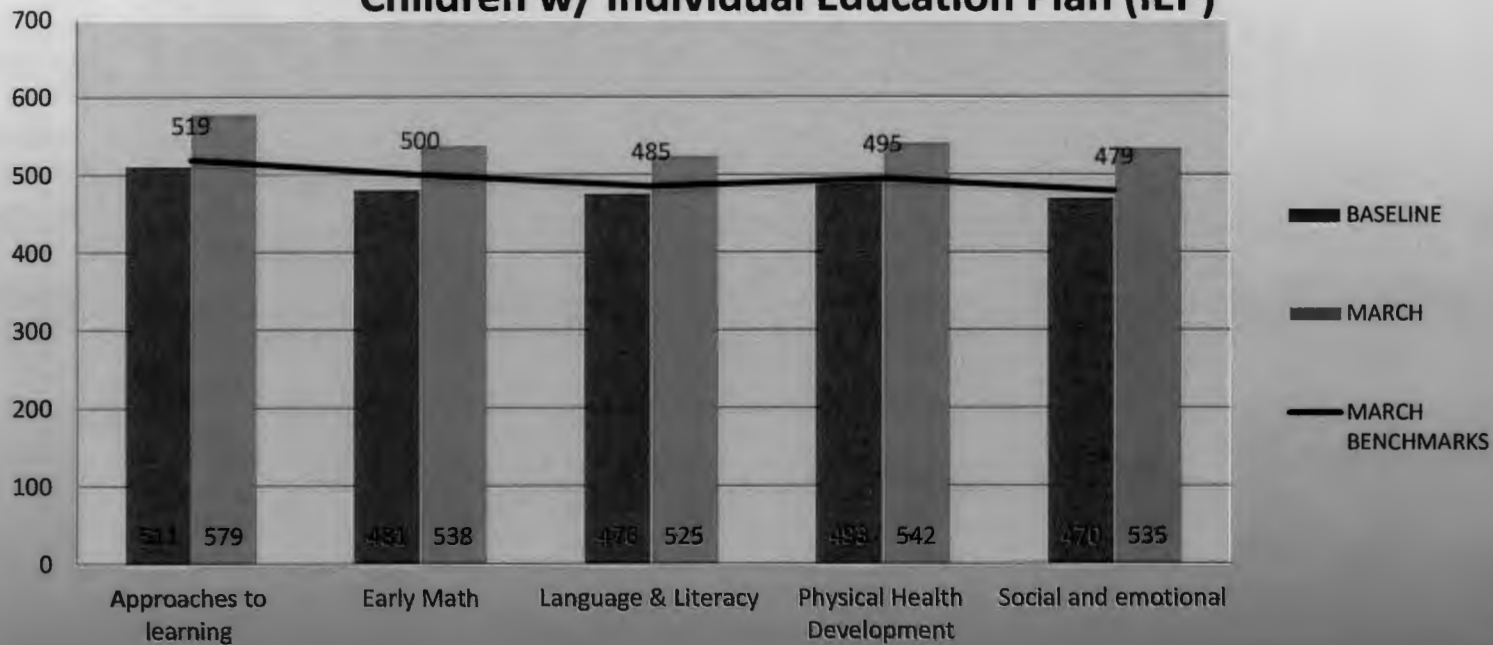
*The Developmental Scores (DL) indicates the Orange County Head Start first and second year enrolled children’s position in the Galileo Developmental Progression Validated System in comparison with the Nation.

Benchmark March 2022

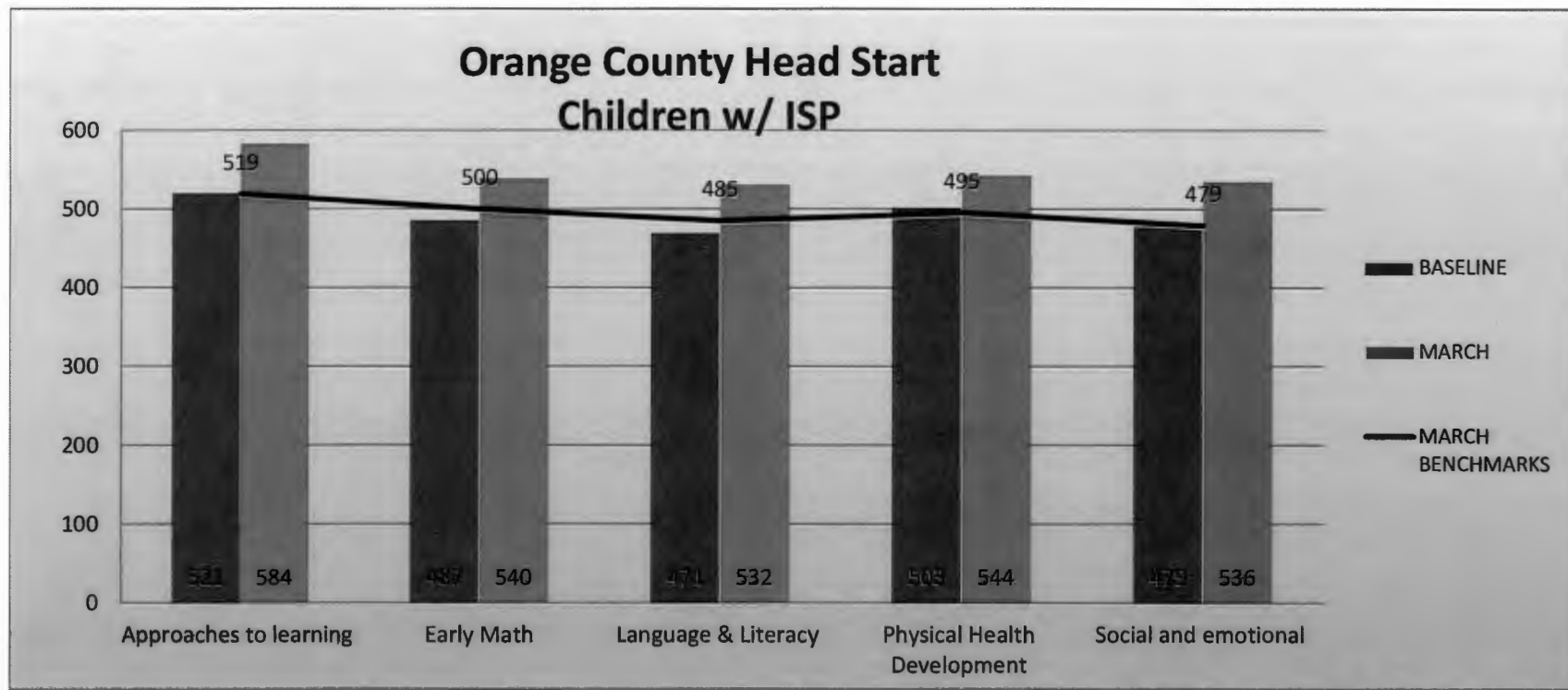
<i>App</i>	<i>CA</i>	<i>EM</i>	<i>ELA</i>	<i>LAN</i>	<i>LIT</i>	<i>L&R</i>	<i>N&SC</i>	<i>PD&H</i>	<i>S&ED</i>	<i>SS</i>	<i>TECH</i>	<i>SR</i>
541	575	524	529	505	515	568	507	514	500	540	530	523

	BASELINE	MARCH	MARCH BENCHMARKS
Approaches to learning	511	579	519
Early Math	481	538	500
Language & Literacy	476	525	485
Physical Health Development	493	542	495
Social and emotional	470	535	479

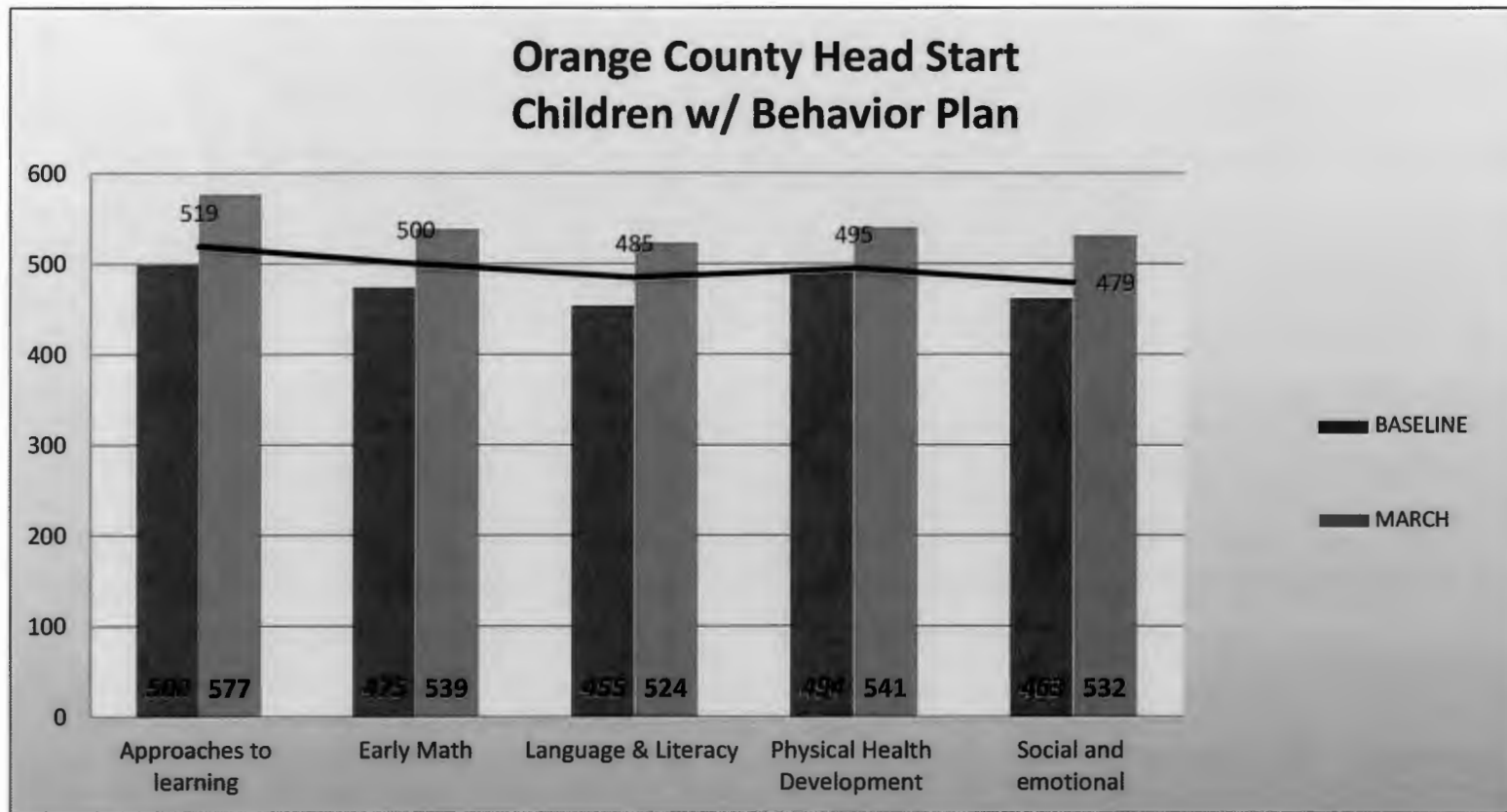
Orange County Head Start Children w/ Individual Education Plan (IEP)



	BASELINE	MARCH	MARCH BENCHMARKS
Approaches to learning	521	584	519
Early Math	487	540	500
Language & Literacy	471	532	485
Physical Health Development	503	544	495
Social and emotional	479	536	479



	BASELINE	MARCH	MARCH BENCHMARKS
Approaches to learning	500	577	519
Early Math	475	539	500
Language & Literacy	455	524	485
Physical Health Development	494	541	495
Social and emotional	463	532	479



Orange County Head Start Medical and Dental Unit Monthly Report

Program Description	2021 - 2022 Program Year							
	August 21	September 21	October 21	November 21	December 2021	January 2022	February 2022	March 2022
Total Number of HS children served (report source: CP2001)	1115	1149	1232	1265	1256	1238	1240	1240
Number of children meeting requirement of health physicals CP3035	1048	1140	1226	1249	1231	1224	1229	1230
Number of HS families referred to the FQHC for medical and/or dental services. (report source: CP4120)	36	29	23	19	23	15	29	18
Number of HS children meeting medical home requirement (report source: CP3021D)	1084	1145	1164	1242	1247	1236	1238	1238
Number of HS children meeting immunization requirement (CP3320)	1112	1148	1229	1264	1254	1237	1238	1237
Number of HS children meeting Dental home requirement (report source: CP3021D)	779	855	873	1045	1055	1030	1032	1035
Number of HS children with an dental exam (report source: CP3035)	454	613	721	788	804	855	862	890
Number of children needing dental treatment (CP 2110)	110	142	207	272	273	317	314	326
Number of Health Action Plan (report source CP2110)	121	128	142	148	151	157	161	162
Number of Site Visit for LPN monthly	22	19	22	22	18	20	22	19

1536 Funded

Head Start 2021-2022

Preventive Maintenance (PM) and minor repairs: These are tasks that are regularly scheduled and occur relatively frequently. Examples include: changing light bulbs, and repairing broken furniture; painting projects and similar tasks. This is typically done by in-house staff twice a year.

Unscheduled maintenance: These are emergency service calls that individually cannot be predicted. However, these tasks consume a steady level of effort throughout the year and cannot be planned for. These issues typically get top priority and may even include overtime, as a facility will be at least partially not operational until the issue is addressed. This is also typically done by in-house staff, making sure buildings are safe and operational.

Renewal and replacement: Replacement of major equipment is covered in this category. These tasks are typically expensive and can generally be predicted and scheduled. Replacement is planned when the equipment is beyond repair; an example would be when equipment reaches the end of its service or economic life cycle. Typically, most of this work is performed by outside contractors on a bid basis or Orange County Facilities or Capital Projects.

Maintenance repairs and minor repairs
Unscheduled maintenance
Replacement

Work order priorities results

2022 Average Incoming Work Orders

- 25 to 50 daily

2022 Work Orders Completed

- 20 to 25 daily

2022 Turnaround Time

- 1= High / 3 days highest / 0 to 2 Days
- 2= Normal / 90 days highest / 3 to 5 Days
- 3= Low / 7 days highest / 6 to 8 Days

2022 Total Work Orders Completed 250

Warehouse/ Project

Replace broken furniture in all the centers. Cycle new furniture out to all the centers from grant funds.

Classroom carpet replacements in all the centers as needed.



ORANGE COUNTY GOVERNMENT
 HEAD START
POLICY COUNCIL
SPECIAL CALL MEETING MINUTES



Hal P. Marston Community Center
 3933 W.D. Judge Drive
 Orlando, FL 32808
 June 1, 2022

Call to Order by: Brittney Perra. Vice-Chairperson at 7:09 p.m.
 Roll Call by: Saterrica Kingcade. Secretary

Attended By:

Saterrica Kingcade	Dillard	Representative
Brittney Perro	Dover Shores	Vice-Chair
Marilyn Mejia	Dover Shores	Alternate
Christine Marrero	Engelwood	Alternate
Alyssa St.Hilaire	John Bridges	Representative
Robbreshia Hampton-Bell	Hungerford	Representative
Alyssa St.Hilaire	John Bridges	Representative
Roselene Donacien Jean	John Bridges	Alternate
Alay Amin	Millennia Elementary	Representative
Niketa Amin	Millennia Elementary	Alternate
Dayanara Cruz Diaz	So Orlando YMCA	Representative
Chantal Modeste Henry	Southwood	Representative
Kathery Morales	Three Points	Representative
Cesar Fuenmayor Vargas	Ventura	Treasurer
Mitchel Etienne	Past Parent	Community Rep

Excused

Chevelle Teague
 Catherine Franco

Quorum Established

Staff:

Sonya Hill	Main Office
Avis McWhite	Main Office
Sandra Ruff	Main Office
Yvette Meade	Main Office
Jean Bellamour	Warehouse
Zhor Elmekali	Pine Hills
Polly Boulter	Hal Marston
Jean Bellamour	Main Office
Yolanda Soto	Millenia Elementary
Colette Thomas	Main Office
Shauna Kirby	Main Office

Brittney Kwarteng

Main Office

Vice-Chairperson called for a motion to adopt the agenda

Motion: Alay Amin, Millenia Representative

Second: Alyssa St.Hilaire, John Bridges Representative

Motion carried with no objections

New Business

Self-Assessment Presented by Shauna Kirby, Sr. Monitoring and Evaluation Coordinator and Brittany Kwarteng

Staff reviewed the completed Self-Assessment report

Vice-Chairperson called for a motion to approve the Self-Assessment Report

Motion: Alyssa St.Hilaire, John Bridges Representative

Second: Cesar Fuenmayor, Ventura Treasurer

Motion carried with no objections

Selection Priority Criteria (TANF) presented by Colette Thomas

Ms. Thomas informed of the update to the criteria to include points for receiving Supplemental Nutrition Assistance Program (SNAP)

Head Start Grant #04CH011834

Education Update presented by Avis McWhite, Sr. Program Manager

Parent, Family, & Community Engagement presented by Colette Thomas, Sr. FSW

Program Progress presented by Shauna Kirby, Sr. Monitoring and Evaluation Coordinator

Eligibility, Recruitment, Selection, Attendance and Enrollment presented by Colette Thomas, Sr. FSW

Fiscal presented by Sandra Ruff, Fiscal Manager

Governance presented by Sonya Hill, Manager

Vice-Chairperson called for a motion to approve the Grant #04CH011834 2022-2023 and Budget

Motion: Alyssa St.Hilaire, John Bridges Representative

Second: Robbershia Hampton-Bell, Hungerford Representative

Motion carried with no objections

Vice-Chairperson called for a motion to adjourn the meeting

Motion: Saterrica Kingcade, Dillard Secretary

Second: Alyssa St.Hilaire, John Bridges Representative

Motion carried with no objections



AGENDA



SPECIAL CALL MEETING

Orange County Government ● Head Start Policy Council ● Hal P Marston Community Center ● 3933 W.D. Judge Drive, Orlando, FL 32808
June 1, 2022 ● 6:30 p.m.

1. *Call to Order – Chairperson*
2. *Roll Call – Secretary*
3. *Adoption of Agenda*
4. *New Business*
 1. *Self-Assessment*
 2. *Selection Priority Criteria (TANF)*
 3. *Head Start Grant # 04CH011834*
 - a. *Education*
 - b. *Parent, Family, & Community Engagement*
 - c. *Eligibility, Recruitment, Selection, Attendance and Enrollment*
 - d. *Fiscal*
 - e. *Governance*
5. *Adjourn*