

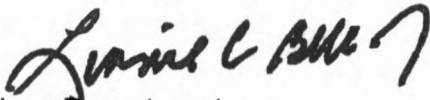


**Interoffice Memorandum**

February 2, 2021

**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: Sandra Moore, (407) 836-8913  
Sonya Hill, (407) 836-7409

SUBJECT: **Consent Agenda Item – February 23, 2021**  
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	December 17, 2020
Head Start Policy Council Program Information and Updates	January 2021

**ACTION REQUESTED: Receipt and filing of Head Start Policy Council Meeting Minutes December 17, 2020 and Head Start Policy Council Program Information and Updates January 2021 for the official county record.**

SH/kp:jamh

Attachment



ORANGE COUNTY GOVERNMENT  
 HEAD START  
**POLICY COUNCIL**  
**MEETING MINUTES**



Holden Heights Community Center  
 1201 20<sup>th</sup> Street  
 Orlando, FL 32805  
 December 17, 2020

Call to Order by: Aquila Drayton, Chairperson  
 Roll Call by: Salomey Calixte, Secretary

**Attended By:**

Jessica Vasquez	Callahan	Representative
Brittney Nicole Perra	Dover Shores	Representative
Natasha McPhee	Frontline	Representative
Ashley Garcia	Frontline	Alternate
Shaney Watkins	Hungerford	Representative
Alyssa St. Hilaire	John Bridges	Alternate
Aquila Drayton	Pine Hills	Representative
Salomey Calixte	So Orlando YMCA	Representative
Paul Charles	Southwood	Representative
Mitchel Etienne	Southwood	Alternate
Michael Rodriguez	Taft	Representative
Yarializ Negron	Three Points	Representative
Odale Brown	Ventura	Representative
Ruby Collier	W/S ELC	Representative
Permelia Gibson	W/S Elementary	Representative
Vanessa Lewis	BCC	BCC Alternate
AnnMaria Alvarado	CHS	Community Rep
Pamela Clark	OCPS	Community Rep
Maritza Vasquez	Past Parent	Community Rep

Quorum Established

**Staff:**

Sonya Hill	Main Office
Sandra Moore	Main Office
Yvette Meade	Main Office
Avis McWhite	Main Office
Aziza Zahi	John Bridges
Pedro Berrios	Warehouse
Wendy Herrera	Main Office
Aturia Hall	WSELC
Zhor Elmekali	Pine Hills
Yadira Rosas	East Orange

**Chairperson called for a motion to adopt the agenda**

Motion: Salomey Calixte, SOYMCA Representative  
Second: Pamela Clark, Community Representative  
Motion carried with no objections

**Secretary's Report by Salomey Calixte**

Highlights from the previous meeting of November 19, 2020

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

Motion: Jessica Vasquez, Aloma, Representative  
Second: Salomey Calixte, SOYMCA, Secretary  
Motion carried with no objections

**HR Report by Avis McWhite --**

Avis listed all separations and vacancies for November 2020

**Budget Report by Sandra Ruff, Manager**

**Status of BCC Agenda Items by Sonya Hill**

One item was submitted for approval.

**Mental Health & Disabilities Unit Training**

Presenters from the unit were; Avis McWhite, Sr. Program Manager, Wendy Herrera, Family Service Worker. An overview was given on the process for screening and assisting children that need additional services.

**Commissioner's Liaison Report by Vanessa Lewis:**

Commissioner Siplin will have virtual mobile office hours January 20, 2021 12:00 – 4:00 via phone or Webex conference. Barnett Park's COVID-19 testing will be closed 12/24 – 12/25. The CARES portal is closed for applications to be reviewed.

**Manager's Monthly Report by Sonya Hill**

Ms. Hill highlighted points from; ACF-IM-HS-20-07 concerning changes in the Head Start Performance Standards to the Designation Renewal System.

**Old Business:**

The current Community Representatives were announced.

**New Business:**

Community Representative Election. Pamela Clark was presented to the Council and approved for the position of Community Representative.

**Chairperson called for a motion to approved Ms. Clark**

Motion: Ruby Collier, WSELN Representative  
Second: Jessica Vasquez, Aloma, Representative  
Motion carried with no objections

**Chairperson called for a motion to adjourn the meeting**

Motion: Pamela Clark, Community Representative

Second: Jessica Vasquez, Aloma, Representative

Motion carried with no objections

Meeting Adjourned at 7:45 p.m.

**Next Policy Council Meeting January 21, 2021**



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

Orange County Government

HEAD START

POLICY COUNCIL

PROGRAM

INFORMATION & UPDATES



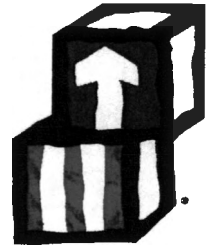
Sonya L. Hill  
Head Start Division Manager



JANUARY 2021



Orange County  
Community & Family Services Department  
Head Start Division



# POLICY COUNCIL MONTHLY MEETING

Who: POLICY COUNCIL MEMBERS

Date: THURSDAY – JANUARY 21, 2021

Time: 6:00 P.M.

Location: HOLDEN HEIGHTS COMM. CENTER  
1201 20<sup>TH</sup> STREET  
ORLANDO, FL 32805

## Child Care Provided

*Sandra Moore:*  
407-836-8913 or Email [Sandra.Moore2@ocfl.net](mailto:Sandra.Moore2@ocfl.net)

*Yvette Meade:*  
407-836-8921 or Email [Yvette.Meade@ocfl.net](mailto:Yvette.Meade@ocfl.net)

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



# AGENDA



Orange County Government ● Head Start Policy Council ● Holden Heights Community Center  
1201 20<sup>th</sup> Street, Orlando, FL 32805  
January 21, 2020 ● 6:30 p.m.

1. *Call to Order – Chairperson*
2. *Roll Call – Secretary*
3. *Adoption of Agenda*
4. *Secretary Report*
  - a. *Review of Minutes from December 17, 2020*
5. Budget Report
6. Status of BCC Agenda Items
7. Commissioner/Commissioner Liaison's Report
8. Manager's Report
9. Training: Quality Assurance / Monitoring and Evaluation
10. Unit Reports
  - Education, Medical & Dental, ERSEA, PFCE
11. Old Business
  - a. Proposed Changes to By-Laws
12. New Business
  - a. Fatherhood Engagement Feature (video)
  - b. Health & Safety Screener
  - c. Governance & Capacity Screener
13. Adjourn

## Head Start Budget Summary December 2020

### Head Start Budget Summary

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

Unit Name	Current Budget 2020 - 2021	OCT	NOV	DEC	Encumbered	TOTAL Budget YTD	BALANCE	TOTAL YTD
7521 - ADMINISTRATION	\$1,421,045.00	\$42,478.60	\$99,789.25	\$120,737.85	\$12,657.92	\$263,005.70	\$1,145,381.38	19.40%
7522 - EDUCATION	\$10,940,056.00	\$559,087.66	\$1,114,193.74	\$1,392,881.54	\$218,001.29	\$3,066,162.94	\$7,655,891.77	30.02%
7523 - USDA ADMINISTRATION	\$189,735.00	\$8,138.01	\$14,032.48	\$19,848.91	\$0.00	\$42,019.40	\$147,715.60	22.15%
7524 - USDA OPERATIONS	\$1,380,829.00	\$12,138.42	\$35,619.19	\$102,310.75	\$504,540.03	\$150,068.36	\$726,220.61	47.41%
7525 - TRAINING	\$156,870.00	\$0.00	\$0.00	\$6594.94	\$10,000.00	\$6,594.94	\$140,275	10.58%
7526 - DISABILITIES	\$393,707.00	\$18,625.40	\$30,474.21	\$40,983.80	\$58,759.04	\$90,083.41	\$244,864.55	37.81%
7527 - HEALTH AND DENTAL	\$355,930.00	\$12,441.88	\$27,895.67	\$32,958.50	\$0.00	\$73,296.05	\$282,633.95	20.95%
7528 - PCFE	\$2,010,555.00	\$81,195.99	\$157,358.35	\$211,664.47	\$0.00	\$450,218.81	\$1,560,336.19	22.39%
7534 - FACILITIES AND OPERATIONS	\$853,339.00	\$30,360.76	\$29,406.29	\$47,948.00	\$0.00	\$107,715.05	\$745,623.95	12.62%



FUND: 7001 DEPT: 062 UNIT: 7521

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	PRE-ENC AMOUNT	ENCUMBERED AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	3FA	REGULAR SALARIES and WAGES	839,811.00	28,172.89	48,463.75	78,381.70	.00	.00	.00	.00	.00	155,018.34	684,792.66	18.46
1130	3FA	OTHER SALARIES and WAGES	5,000.00	2,862.90	4,977.00	5,139.00	.00	.00	.00	.00	.00	12,978.90	-7,978.90	259.58
1140	3FA	OVERTIME	2,764.00	123.88	1,836.37	602.51	.00	.00	.00	.00	.00	2,562.76	201.24	92.72
2110	3FA	FICA TAXES	64,246.00	2,291.10	4,056.17	6,207.59	.00	.00	.00	.00	.00	12,554.86	51,691.14	19.54
2120	3FA	RETIREMENT CONTRIBUTION	83,981.00	2,818.80	5,019.88	7,897.74	.00	.00	.00	.00	.00	15,736.42	68,244.58	18.74
2130	3FA	LIFE and HEALTH INSURANCE	231,600.00	6,209.03	10,456.04	16,139.95	.00	.00	.00	.00	.00	32,805.02	198,794.98	14.16
2131	3FA	HSA/FSA CONTRIBUTION	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
2200	3FA	PAYMENTS TO OPEB TRUST	8,077.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	8,077.00	.00
		<b>SALARIES</b>	1,235,479.00	42,478.60	74,809.21	114,368.49	.00	.00	.00	.00	.00	231,656.30	1,003,822.70	18.75
3125	3FB	INDIRECT COSTS	106,329.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	106,329.00	.00
3179	3FC	CONTRACT SVC EMPLOY AGENT	20,600.00	.00	443.04	2,808.21	.00	.00	.00	.00	10,290.40	3,251.25	7,058.35	65.74
3410	3FC	LOCAL TRAVEL	3,500.00	.00	.00	419.68	.00	.00	.00	.00	.00	419.68	3,080.32	11.99
3510	3FC	POSTAGE and MESSENGER SVCS	100.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	100.00	.00
3530	3FC	TOLL CHARGES	300.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	300.00	.00
3610	3FC	RENTAL OF EQUIPMENT	8,000.00	.00	.00	345.50	.00	.00	.00	.00	1,303.49	345.50	6,351.01	20.61
3720	3FC	COMMUNICATIONS	2,000.00	.00	.00	1,006.04	.00	.00	.00	.00	.00	1,006.04	993.96	50.30
3820	3FC	MAINTENANCE OF EQUIPMENT	3,500.00	.00	.00	145.47	.00	.00	.00	.00	1,064.03	145.47	2,290.50	34.56
3910	3FC	GRAPHIC REPROD SVCS	500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	500.00	.00
4010	3FC	DUES and MEMBERSHIPS	8,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	8,000.00	.00
4020	3FC	BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
4110	3FC	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	4,000.00	.00	.00	1,357.05	.00	.00	.00	.00	.00	1,357.05	2,642.95	33.93
4115	3FC	MISCELLANEOUS OPERATING SUPPLIES	2,000.00	.00	.00	250.47	.00	.00	.00	.00	.00	250.47	1,749.53	12.52
4121	3FC	COMPUTER EQUIPMENT LESS THAN \$500	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
4123	3FC	EQUIPMENT LESS THAN \$1000	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
4412	3FC	PROMOTIONAL EXPENSES	50.00	.00	.00	36.94	.00	.00	.00	.00	.00	36.94	13.06	73.88
4418	3FC	EDUCATIONAL ASSISTANCE PROGRAM	500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	500.00	.00
4422	3FC	SCHOLARSHIPS,AWARDS,BENEF	1,500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,500.00	.00
4482	3FG	SELF INS-PROP CASUALTY	24,537.00	.00	24,537.00	.00	.00	.00	.00	.00	.00	24,537.00	.00	100.00
		<b>OPERATIONS</b>	185,566.00	.00	24,980.04	6,369.36	.00	.00	.00	.00	12,657.92	31,349.40	141,558.68	23.72
		<b>TOTAL UNIT 7521</b>	1,421,045.00	42,478.60	99,789.25	120,737.85	.00	.00	.00	.00	12,657.92	263,005.70	1,145,381.38	19.40

**COMMUNITY AND FAMILY SERVICES MONTHLY EXPENSE REPORT THROUGH DECEMBER 31, 2020: FUND: 7001 DEPT: 062 UNIT: 7522 -SERVICES : 25% OF FY ELAPSED**

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	PRE-ENC AMOUNT	ENCUMBERED AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	3FE	REGULAR SALARIES and WAGES	6,706,000.00	366,596.68	618,528.52	904,342.49	.00	.00	.00	.00	.00	1,889,467.69	4,816,532.31	28.18
1130	3FE	OTHER SALARIES and WAGES	10,000.00	795.91	899.95	223.83	.00	.00	.00	.00	.00	1,919.69	8,080.31	19.20
1140	3FE	OVERTIME	5,000.00	87.86	35,998.34	29,494.91	.00	.00	.00	.00	.00	65,581.11	-60,581.11	1,311.62
1155	3FE	COVID - SICK LEAVE	.00	.00	.00	1,866.24	.00	.00	.00	.00	.00	1,866.24	-1,866.24	.00
2110	3FE	FICA TAXES	513,009.00	26,995.95	48,489.94	69,980.48	.00	.00	.00	.00	.00	145,466.37	367,542.63	28.36
2120	3FE	RETIREMENT CONTRIBUTION	670,600.00	36,944.10	66,270.78	94,777.08	.00	.00	.00	.00	.00	197,991.96	472,608.04	29.52
2130	3FE	LIFE and HEALTH INSURANCE	2,289,657.00	93,124.61	157,602.35	234,314.39	.00	.00	.00	.00	.00	485,041.35	1,804,615.65	21.18
2131	3FE	HSA/FSA CONTRIBUTION	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
2200	3FE	PAYMENTS TO OPEB TRUST	100,512.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	100,512.00	.00
		<b>SALARIES</b>	<b>10,294,778.00</b>	<b>524,545.11</b>	<b>927,789.88</b>	<b>1,334,999.42</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>2,787,334.41</b>	<b>7,507,443.59</b>	<b>27.08</b>
		<b>PAYMENTS TO OTHER GOVERNMENTAL AGENCIES</b>	<b>8,000.00</b>	<b>.00</b>	<b>.00</b>	<b>189.88</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>8,054.50</b>	<b>189.88</b>	<b>-244.38</b>	<b>103.05</b>
3167	3FF	JANITORIAL SVC and SUPPLY	100.00	647.73	.00	.00	.00	.00	.00	.00	.00	647.73	-547.73	647.73
3192	3FF	SOFTWARE LICENSING SUPPORT FEE	45,000.00	.00	.00	.00	.00	.00	.00	.00	20,037.21	.00	24,962.79	44.53
3350	3FF	OTHER INSURANCE and BONDS	100.00	.00	.00	8,568.00	.00	.00	.00	.00	.00	8,568.00	-8,468.00	8,568.00
3410	3FF	LOCAL TRAVEL	10,000.00	.00	1,090.29	1,022.02	.00	.00	.00	.00	.00	2,112.31	7,887.69	21.12
3520	3FF	MOVING EXPENSE-CO ASSETS	100.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	100.00	.00
3530	3FF	TOLL CHARGES	1,000.00	.00	166.88	2,225.43	.00	.00	.00	.00	.00	2,392.31	-1,392.31	239.23
3610	3FF	RENTAL OF EQUIPMENT	5,000.00	.00	.00	9,165.13	.00	.00	.00	.00	42,818.19	9,165.13	-46,983.32	1,039.67
3620	3FF	LEASES-BUILDINGS/STRUCTURES	100.00	32,716.70	.00	.00	.00	.00	.00	.00	.00	32,716.70	-32,616.70	32,716.70
3710	3FF	UTILITIES	100.00	839.37	.00	3,064.63	.00	.00	.00	.00	.00	3,904.00	-3,804.00	3,904.00
3720	3FF	COMMUNICATIONS	18,000.00	.00	1,618.69	5,057.84	.00	.00	.00	.00	.00	6,676.53	11,323.47	37.09
		<b>MAINTENANCE OF BUILDINGS, IMPROVEMENTS, AND GROUNDS</b>	<b>100.00</b>	<b>338.75</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>338.75</b>	<b>-238.75</b>	<b>338.75</b>
3820	3FF	MAINTENANCE OF EQUIPMENT	100.00	.00	.00	3,341.50	.00	.00	.00	.00	10,995.02	3,341.50	-14,236.52	14,336.52
3910	3FF	GRAPHIC REPROD SVCS	100.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	100.00	.00
		<b>BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS</b>	<b>3,000.00</b>	<b>.00</b>	<b>.00</b>	<b>5,186.25</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>5,186.25</b>	<b>-2,186.25</b>	<b>172.88</b>
4020	3FF	LICENSE AND CERTIFICATION FEES	100.00	.00	.00	125.00	.00	.00	.00	.00	.00	125.00	-25.00	125.00
4040	3FF	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	22,000.00	.00	.00	3,809.31	.00	.00	.00	.00	.00	3,809.31	18,190.69	17.32
4110	3FF	MISCELLANEOUS OPERATING SUPPLIES	72,850.00	.00	.00	1,237.21	.00	.00	.00	.00	.00	1,237.21	71,612.79	1.70
4116	3FF	EVENT/MEAL REIMBURSEMENTS	5,500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	5,500.00	.00
4121	3FF	COMPUTER EQUIPMENT LESS THAN \$500	100.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	100.00	.00
4123	3FF	EQUIPMENT LESS THAN \$1000	11,150.00	.00	.00	745.00	.00	.00	.00	.00	.00	745.00	10,405.00	6.68
4135	3FF	FOODandDIETARY	234,188.00	.00	.00	12,894.92	.00	.00	.00	.00	136,096.37	12,894.92	85,196.71	63.62
4175	3FF	CLOTHING AND WEARING APPAREL	200.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	200.00	.00
4195	3FF	MISC SUPPLIES OR EXPENSES	100.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	100.00	.00
4412	3FF	PROMOTIONAL EXPENSES	1,500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,500.00	.00
4418	3FF	EDUCATIONAL ASSISTANCE PROGRAM	4,000.00	.00	.00	1,250.00	.00	.00	.00	.00	.00	1,250.00	2,750.00	31.25
4440	3FF	IMPROVEMTS TO NON-COUNTY ASSETS	100.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	100.00	.00
4450	3FF	PARENT ACTIVITY FUND	500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	500.00	.00

4452	3FN	FIELD TRIPS-HEAD START	15,360.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	15,360.00	.00
4482	3FG	SELF INS-PROP CASUALTY	183,530.00	.00	183,528.00	.00	.00	.00	.00	.00	.00	183,528.00	2.00	100.00
6410	3FJ	EQUIPMENT	3,250.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	3,250.00	.00
8120	3FF	AID TO OTHER GOVT AGENCIES	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
		<b>OPERATIONS</b>	645,278.00	34,542.55	186,403.86	57,882.12	.00	.00	.00	.00	218,001.29	278,828.53	148,448.18	76.99
		<b>TOTAL UNIT 7522</b>	10,940,056.00	559,087.66	1,114,193.74	1,392,881.54	.00	.00	.00	.00	218,001.29	3,066,162.94	7,655,891.77	30.02

**FUND: 7001 DEPT: 062 UNIT:7526 DISABILITIES**

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	ENCUMBERED AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	3FI	WAGES	223,978.00	13,602.88	18,164.80	27,272.12	.00	.00	.00	59,039.80	164,938.20	26.36
1140	3FI	OVERTIME	500.00	4.47	3.31	1,124.44	.00	.00	.00	1,132.22	-632.22	226.44
2110	3FI	FICA TAXES	17,134.00	956.89	1,249.73	1,995.24	.00	.00	.00	4,201.86	12,932.14	24.52
2120	3FI	CONTRIBUTION	22,398.00	1,360.74	1,816.81	2,839.66	.00	.00	.00	6,017.21	16,380.79	26.86
2130	3FI	INSURANCE	56,000.00	2,700.42	4,500.70	6,729.72	.00	.00	.00	13,930.84	42,069.16	24.88
2200	3FI	TRUST	1,795.00	.00	.00	.00	.00	.00	.00	.00	1,795.00	.00
			321,805.00	18,625.40	25,735.35	39,961.18	.00	.00	.00	84,321.93	237,483.07	26.20
3195	3FK	MEDICAL	45,000.00	.00	.00	482.20	.00	.00	58,759.04	482.20	-14,241.24	131.65
3410	3FK	LOCAL TRAVEL	2,200.00	.00	251.16	263.22	.00	.00	.00	514.38	1,685.62	23.38
3530	3FK	TOLL CHARGES	300.00	.00	.00	.00	.00	.00	.00	.00	300.00	.00
3720	3FK	COMMUNICATIONS	2,400.00	.00	35.70	277.20	.00	.00	.00	312.90	2,087.10	13.04
4020	3FK	VIDEOS, AND	1,500.00	.00	.00	.00	.00	.00	.00	.00	1,500.00	.00
4040	3FK	CERTIFICATION FEES	500.00	.00	.00	.00	.00	.00	.00	.00	500.00	.00
4110	3FK	INCLUDING PRINTING)	3,000.00	.00	.00	.00	.00	.00	.00	.00	3,000.00	.00
		MISCELLANEOUS										
4115	3FK	OPERATING SUPPLIES	12,000.00	.00	.00	.00	.00	.00	.00	.00	12,000.00	.00
		COMPUTER EQUIPMENT										
4121	3FK	LESS THAN \$500	50.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
		EDUCATIONAL										
4418	3FK	ASSISTANCE PROGRAM	500.00	.00	.00	.00	.00	.00	.00	.00	500.00	.00
4482	3FG	SELF INS-PROP CASUALTY	4,452.00	.00	4,452.00	.00	.00	.00	.00	4,452.00	.00	100.00
			71,902.00	.00	4,738.86	1,022.62	.00	.00	58,759.04	5,761.48	7,381.48	89.73
			393,707.00	18,625.40	30,474.21	40,983.80			58,759.04	90,083.41	244,864.55	37.81

FUN:7001 DEPT: 062 UNIT:7527 HEALTH AND DENTAL

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	ENCUMBERED AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	3FV	WAGES	220,912.00	9,014.41	15,024.01	22,047.46	.00	.00	.00	46,085.88	174,826.12	20.86
1140	3FV	OVERTIME	500.00	98.66	383.94	1,702.25	.00	.00	.00	2,184.85	-1,684.85	436.97
2110	3FV	FICA TAXES	16,899.00	655.76	1,109.68	1,800.72	.00	.00	.00	3,566.16	13,332.84	21.10
2120	3FV	CONTRIBUTION	22,091.00	911.31	1,540.80	2,444.20	.00	.00	.00	4,896.31	17,194.69	22.16
2130	3FV	INSURANCE	70,000.00	1,761.74	2,936.24	4,312.07	.00	.00	.00	9,010.05	60,989.95	12.87
2200	3FV	TRUST	897.00	.00	.00	.00	.00	.00	.00	.00	897.00	.00
			331,299.00	12,441.88	20,994.67	32,306.70	.00	.00	.00	65,743.25	265,555.75	19.84
3179	3FW	AGENT	1,000.00	.00	.00	.00	.00	.00	.00	.00	1,000.00	.00
3195	3FW	MEDICAL	1,000.00	.00	.00	.00	.00	.00	.00	.00	1,000.00	.00
3410	3FW	LOCAL TRAVEL	1,000.00	.00	.00	.00	.00	.00	.00	.00	1,000.00	.00
3530	3FW	TOLL CHARGES	200.00	.00	.00	.00	.00	.00	.00	.00	200.00	.00
3720	3FW	COMMUNICATIONS	2,280.00	.00	.00	322.00	.00	.00	.00	322.00	1,958.00	14.12
4020	3FW	VIDEOS, AND	100.00	.00	.00	.00	.00	.00	.00	.00	100.00	.00
4110	3FW	INCLUDING PRINTING)	1,500.00	.00	.00	.00	.00	.00	.00	.00	1,500.00	.00
4115	3FW	MISCELLANEOUS OPERATING SUPPLIES	3,000.00	.00	.00	329.80	.00	.00	.00	329.80	2,670.20	10.99
4121	3FW	COMPUTER EQUIPMENT LESS THAN \$500	50.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
4123	3FW	EQUIPMENT LESS THAN \$1000	3,000.00	.00	.00	.00	.00	.00	.00	.00	3,000.00	.00
4143	3FW	MEDandSURG SUPPLIES EDUCATIONAL	4,100.00	.00	.00	.00	.00	.00	.00	.00	4,100.00	.00
4418	3FW	ASSISTANCE PROGRAM	500.00	.00	.00	.00	.00	.00	.00	.00	500.00	.00
4482	3FG	SELF INS-PROP CASUALTY	6,901.00	.00	6,901.00	.00	.00	.00	.00	6,901.00	.00	100.00
		TOTAL 7527	355,930.00	12,441.88	27,895.67	32,958.50	.00	.00	.00	73,296.05	282,633.95	20.59

FUND:7001 DEPT: 062 UNIT: 7534 FACILITITES

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	ENCUMBERED AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	3FL	REGULAR SALARIES and WAGES	136,032.00	6,572.00	10,996.86	16,555.67	.00	.00	.00	.00	34,124.53	101,907.47	25.09
1130	3FL	WAGES	10,000.00	.00	.00	.00	.00	.00	.00	.00	.00	10,000.00	.00
1140	3FL	OVERTIME	5,000.00	21.99	491.77	215.24	.00	.00	.00	.00	729.00	4,271.00	14.58
2110	3FL	FICA TAXES	10,408.00	463.76	811.05	1,196.63	.00	.00	.00	.00	2,471.44	7,936.56	23.75
2120	3FL	CONTRIBUTION	13,603.00	659.40	1,148.86	1,677.10	.00	.00	.00	.00	3,485.36	10,117.64	25.62
2130	3FL	INSURANCE	56,000.00	2,313.06	3,855.20	5,769.86	.00	.00	.00	.00	11,938.12	44,061.88	21.32
3167	3FM	GOVERNMENTAL	15,000.00	.00	.00	.00	.00	.00	.00	.00	.00	15,000.00	.00
3170	3FM	SUPPLY	10,000.00	647.73	647.73	647.73	.00	.00	.00	.00	1,943.19	8,056.81	19.43
3179	3FM	AGENT	7,000.00	.00	.00	.00	.00	.00	.00	.00	.00	7,000.00	.00
3197	3FM	NOT OTHERWISE	5,000.00	.00	.00	.00	.00	.00	.00	.00	.00	5,000.00	.00
3350	3FM	BONDS	10,000.00	.00	.00	.00	.00	.00	.00	.00	.00	10,000.00	.00
3410	3FM	LOCAL TRAVEL	4,000.00	.00	.00	.00	.00	.00	.00	.00	.00	4,000.00	.00
3520	3FM	ASSETS	7,000.00	.00	.00	.00	.00	.00	.00	.00	.00	7,000.00	.00
3530	3FM	TOLL CHARGES	700.00	.00	.00	.00	.00	.00	.00	.00	.00	700.00	.00
3610	3FM	RENTAL OF EQUIPMENT	30,000.00	.00	.00	.00	.00	.00	.00	.00	.00	30,000.00	.00
3620	3FM	LEASES- BUILDINGS/STRUCTURES	390,000.00	18,504.70	10,276.70	10,276.70	.00	.00	.00	.00	39,058.10	350,941.90	10.01
3710	3FM	UTILITIES	30,000.00	839.37	839.37	839.37	.00	.00	.00	.00	2,518.11	27,481.89	8.39
3720	3FM	COMMUNICATIONS	2,700.00	.00	.00	451.44	.00	.00	.00	.00	451.44	2,248.56	16.72
3810	3FM	MAINTENANCE OF BUILDINGS, IMPROVEMENTS, AND GROUNDS	33,000.00	338.75	338.75	6,780.36	.00	.00	.00	.00	7,457.86	25,542.14	22.60
3820	3FM	MAINTENANCE OF EQUIPMENT	30,000.00	.00	.00	.00	.00	.00	.00	.00	.00	30,000.00	.00
3825	3FD	INTERNAL FLEET MANAGEMENT CHARGES	21,196.00	.00	.00	3,257.94	.00	.00	.00	.00	3,257.94	17,938.06	15.37
3910	3FM	GRAPHIC REPROD SVCS	500.00	.00	.00	.00	.00	.00	.00	.00	.00	500.00	.00
4110	3FM	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	1,500.00	.00	.00	.00	.00	.00	.00	.00	.00	1,500.00	.00

4115	3FM	MISCELLANEOUS OPERATING SUPPLIES	5,000.00	.00	.00	.00	.00	.00	.00	.00	.00	5,000.00	.00
4121	3FM	COMPUTER EQUIPMENT LESS THAN \$500	2,000.00	.00	.00	.00	.00	.00	.00	.00	.00	2,000.00	.00
4123	3FM	EQUIPMENT LESS THAN \$1000	10,000.00	.00	.00	279.96	.00	.00	.00	.00	279.96	9,720.04	2.80
4126	3FM	TOOLS and SMALL IMPLEMENTS	5,000.00	.00	.00	.00	.00	.00	.00	.00	.00	5,000.00	.00
4175	3FM	CLOTHING AND WEARING APPAREL	200.00	.00	.00	.00	.00	.00	.00	.00	.00	200.00	.00
4195	3FM	MISC SUPPLIES OR EXPENSES	500.00	.00	.00	.00	.00	.00	.00	.00	.00	500.00	.00
6410	3FO	EQUIPMENT	2,000.00	.00	.00	.00	.00	.00	.00	.00	.00	2,000.00	.00
		<b>TOTAL 7534</b>	<b>853,339.00</b>	<b>30,360.76</b>	<b>29,406.29</b>	<b>47,948.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>107,715.05</b>	<b>745,623.95</b>	<b>12.52</b>

**COMMUNITY AND FAMILY SERVICES MONTHLY EXPENSE REPORT THROUGH DECEMBER 31, 2020: FUND: 7401 DEPT: 062 UNIT: 7523 - USDA  
ADMIN : 25% OF FY ELAPSED**

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	PRE-ENC AMOUNT	ENCUMBERED AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	3FQ	REGULAR SALARIES and WAGES	113,112.00	5,818.56	9,697.60	14,546.41	.00	.00	.00	.00	30,062.57	83,049.43	26.58
1140	3FQ	OVERTIME	1,500.00	169.80	246.32	2.80	.00	.00	.00	.00	418.92	1,081.08	27.93
2110	3FQ	FICA TAXES	10,030.00	439.37	729.48	1,088.31	.00	.00	.00	.00	2,257.16	7,772.84	22.50
2120	3FQ	RETIREMENT CONTRIBUTION	13,111.00	598.84	994.39	1,454.92	.00	.00	.00	.00	3,048.15	10,062.85	23.25
2130	3FQ	LIFE and HEALTH INSURANCE	42,000.00	1,111.44	1,852.40	2,527.10	.00	.00	.00	.00	5,490.94	36,509.06	13.07
2200	3FQ	PAYMENTS TO OPEB TRUST	1,889.00	.00	.00	.00	.00	.00	.00	.00	.00	1,889.00	.00
		<b>SALARIES</b>	181,642.00	8,138.01	13,520.19	19,619.54	.00	.00	.00	.00	41,277.74	140,364.26	22.72
3125	3FP	INDIRECT COSTS	6,543.00	.00	.00	.00	.00	.00	.00	.00	.00	6,543.00	.00
3410	3FR	LOCAL TRAVEL	1,000.00	.00	212.29	229.37	.00	.00	.00	.00	441.66	558.34	44.17
3530	3FR	TOLL CHARGES	50.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
3820	3FR	MAINTENANCE OF EQUIPMENT	50.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
4110	3FR	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	100.00	.00	.00	.00	.00	.00	.00	.00	.00	100.00	.00
4418	3FR	EDUCATIONAL ASSISTANCE PROGRAM	50.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
4482	3FS	SELF INS-PROP CASUALTY	300.00	.00	300.00	.00	.00	.00	.00	.00	300.00	.00	100.00
		<b>OPERATIONS</b>	8,093.00	.00	512.29	229.37	.00	.00	.00	.00	741.66	7,351.34	9.16
		<b>TOTAL UNIT 7523</b>	189,735.00	8,138.01	14,032.48	19,848.91	.00	.00	.00	.00	42,019.40	147,715.60	22.15



**COMMUNITY AND FAMILY SERVICES MONTHLY EXPENSE REPORT THROUGH DECEMBER 31, 2020: FUND: 7401 DEPT: 062 UNIT: 7524 -  
USDA SERVICES : 25% OF FY ELAPSED**

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	PRE-ENC AMOUNT	ENC AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	3FT	REGULAR SALARIES and WAGES	133,635.00	7,899.32	13,719.60	20,403.90	.00	.00	.00	.00	42,022.82	91,612.18	31.45
1140	3FT	OVERTIME	500.00	.00	596.43	630.00	.00	.00	.00	.00	1,226.43	-726.43	245.29
2110	3FT	FICA TAXES	10,223.00	564.39	1,028.68	1,534.83	.00	.00	.00	.00	3,127.90	7,095.10	30.60
2120	3FT	RETIREMENT CONTRIBUTION	13,363.00	789.93	1,431.60	2,103.39	.00	.00	.00	.00	4,324.92	9,038.08	32.36
2130	3FT	LIFE and HEALTH INSURANCE	84,000.00	2,884.78	4,808.88	7,196.46	.00	.00	.00	.00	14,890.12	69,109.88	17.73
2200	3FT	PAYMENTS TO OPEB TRUST	3,778.00	.00	.00	.00	.00	.00	.00	.00	.00	3,778.00	.00
		<b>SALARIES</b>	<b>245,499.00</b>	<b>12,138.42</b>	<b>21,585.19</b>	<b>31,868.58</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>65,592.19</b>	<b>179,906.81</b>	<b>26.72</b>
3170	3FU	JANITORIAL SVC and SUPPLY	1,500.00	.00	.00	.00	.00	.00	.00	.00	.00	1,500.00	.00
4110	3FU	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	500.00	.00	.00	.00	.00	.00	.00	.00	.00	500.00	.00
4115	3FU	MISCELLANEOUS OPERATING SUPPLIES	1,000.00	.00	.00	.00	.00	.00	.00	.00	.00	1,000.00	.00
4123	3FU	EQUIPMENT LESS THAN \$1000	50.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
4130	3FU	HOUSEHOLD AND KITCHEN SUPPLIES	3,300.00	.00	.00	.00	.00	.00	.00	.00	.00	3,300.00	.00
4135	3FU	FOODandDIETARY	1,114,946.00	.00	.00	70,442.17	.00	.00	.00	504,540.03	70,442.17	539,963.80	51.57
4482	3FS	SELF INS-PROP CASUALTY	14,034.00	.00	14,034.00	.00	.00	.00	.00	.00	14,034.00	.00	100.00
		<b>OPERATIONS</b>	<b>1,135,330.00</b>	<b>.00</b>	<b>14,034.00</b>	<b>70,442.17</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>504,540.03</b>	<b>84,476.17</b>	<b>546,313.80</b>	<b>51.88</b>
		<b>TOTAL UNIT 7524</b>	<b>1,380,829.00</b>	<b>12,138.42</b>	<b>35,619.19</b>	<b>102,310.75</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>504,540.03</b>	<b>150,068.36</b>	<b>726,220.61</b>	<b>47.41</b>

FUND:7001 DEPT: 062 UNIT: 7528 PFCE

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	ENCUMBERED AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	3FX	REGULAR SALARIES and WAGES	1,139,894.00	56,545.83	95,989.78	142,002.34	.00	.00	.00	.00	294,537.95	845,356.05	25.84
1130	3FX	WAGES	10,000.00	.00	.00	486.00	.00	.00	.00	.00	486.00	9,514.00	4.86
1140	3FX	OVERTIME	5,000.00	86.58	1,380.36	107.42	.00	.00	.00	.00	1,574.36	3,425.64	31.49
1155	3FG	COVID - SICK LEAVE	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
2110	3FX	FICA TAXES	87,202.00	4,130.22	7,140.46	10,599.53	.00	.00	.00	.00	21,870.21	65,331.79	25.08
2120	3FX	CONTRIBUTION	350,000.00	6,135.25	10,525.60	15,531.82	.00	.00	.00	.00	32,192.67	317,807.33	9.20
2130	3FX	INSURANCE	350,000.00	14,298.11	24,216.82	36,738.22	.00	.00	.00	.00	75,253.15	274,746.85	21.50
2200	3FX	TRUST	13,910.00	.00	.00	.00	.00	.00	.00	.00	.00	13,910.00	.00
3410	3FY	LOCAL TRAVEL	3,000.00	.00	72.33	195.51	.00	.00	.00	.00	267.84	2,732.16	8.93
3530	3FY	TOLL CHARGES	200.00	.00	.00	.00	.00	.00	.00	.00	.00	200.00	.00
3720	3FY	COMMUNICATIONS	5,000.00	.00	.00	1,698.13	.00	.00	.00	.00	1,698.13	3,301.87	33.96
4020	3FY	VIDEOS, AND	50.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
4110	3FY	INCLUDING PRINTING)	7,000.00	.00	.00	2,955.80	.00	.00	.00	.00	2,955.80	4,044.20	42.23
4115	3FY	OPERATING SUPPLIES	500.00	.00	.00	.00	.00	.00	.00	.00	.00	500.00	.00
4121	3FY	COMPUTER EQUIPMENT LESS THAN \$500	50.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
4123	3FY	EQUIPMENT LESS THAN \$1000	500.00	.00	.00	1,349.70	.00	.00	.00	.00	1,349.70	-849.70	269.94
4412	3FY	PROMOTIONAL EXPENSES	7,000.00	.00	.00	.00	.00	.00	.00	.00	.00	7,000.00	.00
4418	3FY	EDUCATIONAL ASSISTANCE PROGRAM	4,000.00	.00	.00	.00	.00	.00	.00	.00	.00	4,000.00	.00
4450	3FY	PARENT ACTIVITY FUND	9,216.00	.00	.00	.00	.00	.00	.00	.00	.00	9,216.00	.00
4482	3FG	SELF INS-PROP CASUALTY	18,033.00	.00	18,033.00	.00	.00	.00	.00	.00	18,033.00	.00	100.00
		<b>TOTAL 7528</b>	<b>2,010,555.00</b>	<b>81,195.99</b>	<b>157,358.35</b>	<b>211,664.47</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>450,218.81</b>	<b>1,560,336.19</b>	<b>22.39</b>

FUND: 7525 DEPT: 062 UNIT: 7525 TRAINING

OBJECT	APPR	OBJECT NAME	BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	ENCUMB	ERED	YTD	BALANCE	BUDGET
3185	3FH	CONTRACT SVC-TRAINING	50,000.00	.00	.00	.00	.00	.00	.00	.00	10,000.00	.00	40,000.00	20.00
3197	3FH	OTHERWISE SPECIFIED	2,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	2,000.00	.00
3420	3FH	OUT OF COUNTY TRAVEL	38,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	38,000.00	.00
3610	3FH	RENTAL OF EQUIPMENT	2,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	2,000.00	.00
3620	3FH	BUILDINGS/STRUCTURES	3,370.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	3,370.00	.00
3910	3FH	GRAPHIC REPROD SVCS	500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	500.00	.00
4020	3FH	VIDEOS, AND SUBSCRIPTIONS	1,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,000.00	.00
4030	3FH	COST	38,000.00	.00	.00	6,594.94	.00	.00	.00	.00	.00	6,594.94	31,405.06	17.36
4040	3FH	FEES	3,500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	3,500.00	.00
4110	3FH	INCLUDING PRINTING)	1,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,000.00	.00
4115	3FH	SUPPLIES	4,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	4,000.00	.00
4116	3FH	EVENT/MEAL REIMBURSEMENTS	3,500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	3,500.00	.00
4418	3FH	PROGRAM	10,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	10,000.00	.00
			156,870.00	.00	.00	6,594.94	.00	.00	.00	.00	10,000.00	6,594.94	140,275.06	10.58
		TOTAL UNIT 7525	156,870.00	.00	.00	6,594.94	.00	.00	.00	.00	10,000.00	6,594.94	140,275.06	10.58

**COMMUNITY AND FAMILY SERVICES MONTHLY EXPENSE REPORT THROUGH DECEMBER 31, 2020: FUND: 7046 DEPT: 062 UNIT: 7535 - HS DISASTER AND RECOVERY: 25% OF FY ELAPSED**

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	PRE-ENC AMOUNT	ENCUMBERED AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
3125	2GA	INDIRECT COSTS	333,100.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	333,100.00	.00
3170	2GB	JANITORIAL SVC and SUPPLY	10,500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	10,500.00	.00
3197	2GB	CONTRACTUAL SERVICES NOT OTHERWISE SPECIFIED	15,770.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	15,770.00	.00
3420	2GB	OUT OF COUNTY TRAVEL	35,500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	35,500.00	.00
3810	2GB	MAINTENANCE OF BUILDINGS, IMPROVEMENTS, AND GROUNDS	1,022,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,022,000.00	.00
4020	2GB	BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS	6,437.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	6,437.00	.00
4030	2GB	TRAINING AND EDUCATIONAL COST	123,032.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	123,032.00	.00
4040	2GB	LICENSE AND CERTIFICATION FEES	2,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	2,000.00	.00
4110	2GB	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	24,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	24,000.00	.00
4115	2GB	MISCELLANEOUS OPERATING SUPPLIES	53,902.00	.00	.00	.00	.00	.00	.00	.00	140.00	.00	53,762.00	.26
4120	2GB	SOFTWARE < \$1000	16,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	16,000.00	.00
4123	2GB	EQUIPMENT LESS THAN \$1000	52,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	52,000.00	.00
4143	2GB	MEDandSURG SUPPLIES	12,500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	12,500.00	.00
6310	2GC	STRUCT and FAC OTH TH BLDGS	400,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	400,000.00	.00
6410	2GC	EQUIPMENT	46,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	46,000.00	.00
6420	2GC	ROLLING STOCK	80,000.00	.00	.00	.00	.00	.00	.00	.00	72,642.00	.00	7,358.00	90.80
		<b>OPERATIONS</b>	<b>2,232,741.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>72,782.00</b>	<b>.00</b>	<b>2,159,959.00</b>	<b>3.26</b>
		<b>TOTAL UNIT 7535</b>	<b>2,232,741.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>72,782.00</b>	<b>.00</b>	<b>2,159,959.00</b>	<b>3.26</b>

COMMUNITY AND FAMILY SERVICES MONTHLY EXPENSE REPORT THROUGH DECEMBER 31, 2020: FUND: 7000 DEPT: 062 UNIT: 8152 - HS CARES

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	PRE-ENC AMOUNT	ENCUMBERED AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1130	18F	OTHER SALARIES and WAGES	5.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	5.00	.00
2110	18F	FICA TAXES	6.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	6.00	.00
		<b>SALARIES</b>	11.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	11.00	.00
3125	18C	INDIRECT COSTS	89,894.00	.00	.00	43,550.20	.00	.00	.00	.00	.00	43,550.20	46,343.80	48.45
3170	18D	JANITORIAL SVC and SUPPLY	870.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	870.00	.00
		CONTRACTUAL SERVICES NOT OTHERWISE SPECIFIED	247.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	247.00	.00
3197	18D	UTILITIES	5.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	5.00	.00
3720	18D	COMMUNICATIONS	-650.00	.00	-700.00	700.00	.00	.00	.00	.00	.00	.00	-650.00	.00
3910	18D	GRAPHIC REPROD SVCS	1,920.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,920.00	.00
		BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS	25,080.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	25,080.00	.00
4020	18D	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	2,849.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	2,849.00	.00
4110	18D	MISCELLANEOUS OPERATING SUPPLIES	118,163.00	.00	28,608.55	70,417.26	.00	.00	.00	.00	1,222.30	99,025.81	17,914.89	84.84
4120	18D	SOFTWARE < \$1000	145,665.00	.00	145,663.65	.00	.00	.00	.00	.00	.00	145,663.65	1.35	100.00
		COMPUTER EQUIPMENT LESS THAN \$500	90,949.00	.00	59,900.00	9,452.00	.00	.00	.00	.00	.00	69,352.00	21,597.00	76.25
4121	18D	EQUIPMENT LESS THAN \$1000	115,209.00	.00	30,130.64	8,782.69	.00	.00	.00	.00	68,200.50	38,913.33	8,095.17	92.97
4143	18D	MEDandSURG SUPPLIES	8.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	8.00	.00
6410	18E	EQUIPMENT	193,079.00	.00	.00	.00	.00	.00	.00	.00	191,995.00	.00	1,084.00	99.44
6438	18E	COMPUTER EQUIPMENT > \$500	303,529.00	.00	297,143.00	6,356.00	.00	.00	.00	.00	.00	303,499.00	30.00	99.99
		<b>OPERATIONS</b>	1,086,817.00	.00	560,745.84	139,258.15	.00	.00	.00	.00	261,417.80	700,003.99	125,395.21	88.46
		<b>TOTAL UNIT 8152</b>	1,086,828.00	.00	560,745.84	139,258.15	.00	.00	.00	.00	261,417.80	700,003.99	125,406.21	88.46

**P-Card Exps. Report**  
**CFS- Dept. 062**

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	12/9/2020	12/10/2020	\$799.95	7001	062	8152	4123	ORANGE COUNTY BOCC- PCard
CLAYTON, AMANDA	OFFICE DEPOT	12/11/2020	12/14/2020	\$639.98	7000	062	7528	4123	ORANGE COUNTY BOCC- PCard
DEONARINE, VIDYA D	THE HOME DEPOT	12/9/2020	12/11/2020	\$149.82					ORANGE COUNTY BOCC- PCard
DEONARINE, VIDYA D	LAMINATOR.COM	12/15/2020	12/16/2020	\$365.94					ORANGE COUNTY BOCC- PCard
DEONARINE, VIDYA D	THE HOME DEPOT	12/17/2020	12/21/2020	\$10.16					ORANGE COUNTY BOCC- PCard
DEONARINE, VIDYA D	THE HOME DEPOT	12/17/2020	12/21/2020	\$10.16					ORANGE COUNTY BOCC- PCard
DEONARINE, VIDYA D	THE HOME DEPOT	12/17/2020	12/21/2020	\$10.16					ORANGE COUNTY BOCC- PCard
DEONARINE, VIDYA D	THE HOME DEPOT	12/17/2020	12/21/2020	\$10.16					ORANGE COUNTY BOCC- PCard
DEONARINE, VIDYA D	THE HOME DEPOT	12/17/2020	12/21/2020	\$10.16					ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	AHCA SERVICE FEE	11/30/2020	12/1/2020	\$1.41	7001	062	7522	3167	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	AGENCY FOR HEALTHCARE AD	11/30/2020	12/1/2020	\$43.25	7001	062	7522	3167	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	AGENCY FOR HEALTHCARE AD	11/30/2020	12/1/2020	\$43.25	7001	062	7522	3167	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	AHCA SERVICE FEE	11/30/2020	12/1/2020	\$1.41	7001	062	7522	3167	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	AGENCY FOR HEALTHCARE AD	11/30/2020	12/1/2020	\$43.25	7001	062	7522	3167	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	AHCA SERVICE FEE	11/30/2020	12/1/2020	\$1.41	7001	062	7522	3167	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	OFFICEMAX/OFFICEDEPT#6876	12/3/2020	12/4/2020	\$90.50	7001	062	7522	4110	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	WATER - COFFEE DELIVERY	12/7/2020	12/8/2020	\$1,722.56	7001	062	7522	3710	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	OC FIRE RESCUE FEES	12/8/2020	12/9/2020	\$162.24	7001	062	7522	3167	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	OC FIRE RESCUE FEES	12/8/2020	12/9/2020	\$99.00	7001	062	7522	3167	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	OC FIRE RESCUE FEES	12/8/2020	12/9/2020	\$262.52	7001	062	7522	3167	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	AHCA SERVICE FEE	12/11/2020	12/14/2020	\$1.41	7001	062	7522	3167	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	AGENCY FOR HEALTHCARE AD	12/11/2020	12/14/2020	\$43.25	7001	062	7522	3167	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	PUBLIX #436	12/17/2020	12/21/2020	(\$0.52)					ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	PUBLIX #436	12/17/2020	12/21/2020	(\$1.66)					ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	AHCA SERVICE FEE	12/30/2020	12/31/2020	\$1.41					ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	AGENCY FOR HEALTHCARE AD	12/30/2020	12/31/2020	\$43.25					ORANGE COUNTY BOCC- PCard
ELIBERT, MIGUERLINE	OFFICEMAX/OFFICEDEPT#6876	12/9/2020	12/10/2020	\$799.95	7000	062	8152	4123	ORANGE COUNTY BOCC- PCard
ELIBERT, MIGUERLINE	SCHOOL NURSE SUPPLY INC	12/9/2020	12/10/2020	\$575.00	7001	062	7527	4115	ORANGE COUNTY BOCC- PCard
ELIBERT, MIGUERLINE	DOLLARTREE	12/10/2020	12/11/2020	\$90.00	7001	062	7528	4110	ORANGE COUNTY BOCC- PCard
ELIBERT, MIGUERLINE	SSI SCHOOL SPECIALTY	12/11/2020	12/14/2020	\$1,773.95	7000	062	8152	4115	ORANGE COUNTY BOCC- PCard
ELIBERT, MIGUERLINE	AMERICAN SIGN LANGUAGE	12/29/2020	12/31/2020	\$150.00	7001	062	7522	3197	ORANGE COUNTY BOCC- PCard
GOMEZ, RENE K	PLAK SMACKER	12/6/2020	12/7/2020	\$5,980.68	7001	062	8152	4115	ORANGE COUNTY BOCC- PCard
GOMEZ, RENE K	PUBLIX #436	12/7/2020	12/8/2020	\$2.99	7001	062	8152	4115	ORANGE COUNTY BOCC- PCard
GOMEZ, RENE K	PLAK SMACKER	12/8/2020	12/9/2020	\$1,039.80	7001	062	8152	4115	ORANGE COUNTY BOCC- PCard
GOMEZ, RENE K	CDW GOVT #4924788	12/8/2020	12/9/2020	(\$175.00)					ORANGE COUNTY BOCC- PCard
GOMEZ, RENE K	PLAK SMACKER	12/9/2020	12/10/2020	\$1,799.26	7001	062	8152	4115	ORANGE COUNTY BOCC- PCard
GOMEZ, RENE K	PUBLIX #436	12/9/2020	12/10/2020	\$46.01	7001	062	7522	4135	ORANGE COUNTY BOCC- PCard
GOMEZ, RENE K	WM SUPERCENTER	12/10/2020	12/11/2020	\$21.61	7001	062	8152	4115	ORANGE COUNTY BOCC- PCard
GOMEZ, RENE K	PLAK SMACKER	12/10/2020	12/11/2020	\$159.98	7001	062	8152	4115	ORANGE COUNTY BOCC- PCard
GOMEZ, RENE K	WALGREENS #5658	12/10/2020	12/11/2020	\$49.95	7001	062	8152	4115	ORANGE COUNTY BOCC- PCard
GOMEZ, RENE K	PUBLIX #436	12/15/2020	12/16/2020	\$23.85	7001	062	7522	4135	ORANGE COUNTY BOCC- PCard
GOMEZ, RENE K	LAKESHORE LEARNING MATER	12/17/2020	12/18/2020	\$9,447.60	7001	062	8152	4020	ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	11/30/2020	12/2/2020	\$599.80	7000	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	CDW GOVT #4967156	12/3/2020	12/4/2020	\$168.50	7000	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	CDW GOVT #5007965	12/4/2020	12/7/2020	\$44.50	7000	062			ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	AMZN Mktp US	12/10/2020	12/10/2020	\$434.85	7000	062			ORANGE COUNTY BOCC- PCard

**P-Card Exps. Report**  
**CFS- Dept. 062**

CH Full Name	Comp Supp Name	Purchase Date	Post Date	Amount	GL FUND	GL DEPT	GL UNIT	SUBUNIT	GL OBJ	Program Card Name
MOORE, SANDRA	WAL-MART #3162	12/10/2020	12/11/2020	\$29.12	7000	062				ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	12/10/2020	12/14/2020	\$129.99	7000	062				ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	WAWA STORE 51500051573	12/11/2020	12/14/2020	\$35.04	7000	062				ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	CDW GOVT #5354228	12/11/2020	12/14/2020	\$167.20	7000	062				ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	PUBLIX #436	12/11/2020	12/14/2020	\$100.59	7000	062				ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	WAWA STORE 51500051573	12/17/2020	12/18/2020	(\$2.14)	7000	062				ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	PUBLIX #436	12/17/2020	12/18/2020	\$11.16	7000	062				ORANGE COUNTY BOCC- PCard
RUFF, SANDRA D	AUTISM CONFERENCE	12/7/2020	12/8/2020	\$375.00	7001	062	7525		4030	ORANGE COUNTY BOCC- TCard
SANDERS, NICK A	IN A&A PLAYGROUNDS	12/1/2020	12/3/2020	\$1,850.00						ORANGE COUNTY BOCC- PCard
SANDERS, NICK A	IN TITAN MECHANICAL	12/1/2020	12/3/2020	\$237.50						ORANGE COUNTY BOCC- PCard
SANDERS, NICK A	ULINE SHIP SUPPLIES	12/4/2020	12/7/2020	\$685.70						ORANGE COUNTY BOCC- PCard
SANDERS, NICK A	PROLOGO BRANDING LLC	12/8/2020	12/9/2020	\$355.63						ORANGE COUNTY BOCC- PCard
SANDERS, NICK A	SQ UNITED FIRE PRO	12/9/2020	12/10/2020	\$55.00						ORANGE COUNTY BOCC- PCard
SANDERS, NICK A	GRAINGER	12/10/2020	12/11/2020	\$555.40						ORANGE COUNTY BOCC- PCard
SANDERS, NICK A	IN AL-LEN LOCK	12/10/2020	12/14/2020	\$29.25						ORANGE COUNTY BOCC- PCard
SANDERS, NICK A	LOWES #01598	12/11/2020	12/14/2020	\$209.94						ORANGE COUNTY BOCC- PCard
SANDERS, NICK A	LOWES #01598	12/16/2020	12/17/2020	\$1,682.90						ORANGE COUNTY BOCC- PCard
SANDERS, NICK A	GRAINGER	12/17/2020	12/18/2020	\$3,912.20						ORANGE COUNTY BOCC- PCard
SANDERS, NICK A	GRAYBAR ELECTRIC COMPANY	12/17/2020	12/18/2020	\$71.82						ORANGE COUNTY BOCC- PCard
SANDERS, NICK A	GRAYBAR ELECTRIC COMPANY	12/17/2020	12/18/2020	\$1,821.86						ORANGE COUNTY BOCC- PCard
SANDERS, NICK A	CDW GOVT #6041623	12/30/2020	12/31/2020	\$741.00						ORANGE COUNTY BOCC- PCard
SANDERS, NICK A	LOWES #01598	12/30/2020	12/31/2020	\$160.00						ORANGE COUNTY BOCC- PCard
SMITH, KERRY-ANN	PUBLIX #436	12/8/2020	12/9/2020	\$28.77	7001	062	7522		4135	ORANGE COUNTY BOCC- PCard
SMITH, KERRY-ANN	LAKESHORE LEARNING MATER	12/16/2020	12/17/2020	\$9,963.14	7000	062	8152		4115	ORANGE COUNTY BOCC- PCard
SMITH, KERRY-ANN	LAKESHORE LEARNING MATER	12/16/2020	12/17/2020	\$9,963.14	7000	062	8152		4115	ORANGE COUNTY BOCC- PCard
SMITH, KERRY-ANN	LAKESHORE LEARNING MATER	12/16/2020	12/17/2020	\$9,963.14	7000	062	8152		4123	ORANGE COUNTY BOCC- PCard
SMITH, KERRY-ANN	LAKESHORE LEARNING MATER	12/16/2020	12/17/2020	\$9,963.14	7000	062	8152		4123	ORANGE COUNTY BOCC- PCard
SMITH, KERRY-ANN	LAKESHORE LEARNING MATER	12/16/2020	12/17/2020	\$9,963.14	7000	062	8152		4123	ORANGE COUNTY BOCC- PCard
SMITH, KERRY-ANN	LAKESHORE LEARNING MATER	12/16/2020	12/17/2020	\$9,963.14	7000	062	8152		4123	ORANGE COUNTY BOCC- PCard



Interoffice Memorandum

November 23, 2020

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: Khadija Pirzadeh, (407) 836-8912  
Sonya Hill, (407) 836-7409

SUBJECT: Consent Agenda Item – December 15, 2020  
Filing of Head Start Policy Council Program Information and Updates  
for the Official County Record

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

Head Start Policy Council Meeting Minutes September 30, 2020  
Head Start Policy Council Program Information and Updates November 2020

**ACTION REQUESTED: Receipt and filing of Head Start Policy Council Meeting Minutes September 30, 2020 and Head Start Policy Council Program Information and Updates November 2020 for the official county record.**

SH/kp

- C: Carla Bell Johnson, Acting Assistant County Administrator
- Cristina Berrios, Assistant County Attorney, County Attorney's Office
- John Petrelli, Director, Risk Management and Professional Standards
- Yolanda Brown, Manager, Fiscal Division, Community and Family Services Department
- Jamille Clemens, Grants Supervisor, Finance Division
- Nanette Melo, Assistant Manager, Office of Management and Budget
- Auria Oliver, Management and Budget Advisor, Office of Management and Budget



**Orange County Head Start  
Policy Council  
Meeting: January 21, 2021  
Director's Program Information Update**

**Orange County Head Start Division Administration Updates**

**National**

- In December 2020, Congress announced legislation for the Office of Head Start that includes an additional \$250 million in COVID-19 relief and an additional \$135 million in annual funding for Head Start and Early Head Start mostly designated towards a cost-of-living adjustment of about one percent. Congress has delivered an additional \$1 billion to support Head Start programs nationwide in responding to COVID-19. Head Start programs are still waiting for the Program Instructions document to determine how to apply for the additional funding. Orange County Head Start will utilize the funds to sustain the personal protective equipment.
- November is National Homeless Children and Youth Awareness Month. The Office of Head Start requested Head Start programs to consider how to best support the needs of homeless families. Across the country, Head Start is currently serving over 55,000 children who are experiencing homelessness. For these children, Head Start provides a stable environment, consistent routines, and caring adults. For parents and caregivers, Head Start provides connections to the services and resources they need on the path to self-sufficiency. Orange County Head Start continues to provide services to all homeless families, monthly the efforts are being evaluated.
- The Office of Head Start rolled out the completely revised and updated Head Start A to Z series. These research-based training sessions are designed to address the unique needs of Head Start and Early Head Start leaders. The training should be accessed by new directors, managers, and other leaders, and should use these materials for individual professional development. The series includes Head Start's history, guiding regulations and management systems. It aligns with the Head Start Program Performance Standards and has 13 comprehensive trainings arranged by the management systems.
- The Office of Head Start, beginning this month January 2021, is now requiring all Head Start programs to complete a COVID-19 Center level reporting. The report is completed in the Head Start Enterprise System each month by the 7<sup>th</sup> of the month. The purpose of the COVID-19 Center Level Data Collection is to understand Head Start and Early Head Start service delivery during the pandemic.
- The Office of Head Start rolled out the Self-Assessment "Your Annual Journey" for all programs to use as a guide; it is a self-directed, interactive training module that leads participants through the process of planning and executing the annual program self-assessment. The module takes approximately one hour to complete and is available in English and Spanish.
- The National Head Start Association in partnership with the HeadStarter Network and Bellwether Education Partners, released "**Broader, Deeper, Fairer: Five Strategies to Radically Expand the Talent Pool in Early Education**". The document explores how early childhood educator preparation could be improved for the educators themselves, as well as for the children and families they serve. Listed below are the five strategies

- **Redefine Credentials**
- **Rethink Degree Attainment**
- **Optimize Practice-Based Training**
- **Expand Job-Embedded Coaching**
- **Connect In-Service Preparation to Career Advancement**

### **Regional**

- Monthly call with Region IV Program Specialist
- Region IV hosted training on “Strategies to Meet the 10% Requirement”
- Region IV Head Start sent out the announcement for the “Call for papers” for the Region IV Head Start Association conference. The conference will be virtual this year due to the pandemic.

### **State**

- The Florida Head Start Association (FHSA) provided the completed Wages & Benefits Comparability document. The research was conducted on all Head Start programs across the state of Florida.
- The Florida Head Start Association held a data camp for programs across the state of Florida. Orange County Head Start was able to register six members of the management team.
- A visit from Florida Head Start State Collaborative Director

### **Local (Administrative)**

- Orange County Head Start contracted with Child Plus University to arrange for an on-site training with the health unit. The training is scheduled to take place the week of January 26, 2021.
- Orange County Head Start continued to work with Mayor Demings MLK Initiative to plan for the reading across the county day. The event will take place January 26<sup>th</sup>-29<sup>th</sup> 2021.
- Orange County Head Start Director continues to work with early learning leaders across Central Florida on the Early Education Pandemic response leadership meeting.
- Presented Head Start introduction and overview to Deputy County Administrator Carla Bell-Johnson
- New Employee Orientation
- Training held for staff on completing the Health & Safety screeners required for all grantees at the beginning of the grantee cycle. The staff selected were all members of management that are new.
- Orange County Head Start Director participated in the K-Ready Community leadership meeting.
- Annual presentation to the Mayor & Board of County Commissioners as required by Head Start Program Performance Standards.

### **Early Childhood Development & Education**

- Orange County Head Start curriculum specialist Limarys Rivera was recognized in the Orange County service awards for 30 years of service to Orange County Head Start.

### **Childhood Health and Parental Services Medical, Dental & Nutrition**

- Participated in Orange County’s mental health continuum project.
- Participated in an overview and presentation of the Imagine Learning software system.

### **Parent, Family & Community Engagement (PFCE)**

- Planning and preparation for establishing the Jobs in Partnership agreement

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

- Monitoring of attendance and weekly reports provided to all staff.
- Screening eligibility applications

### **Fiscal Management**

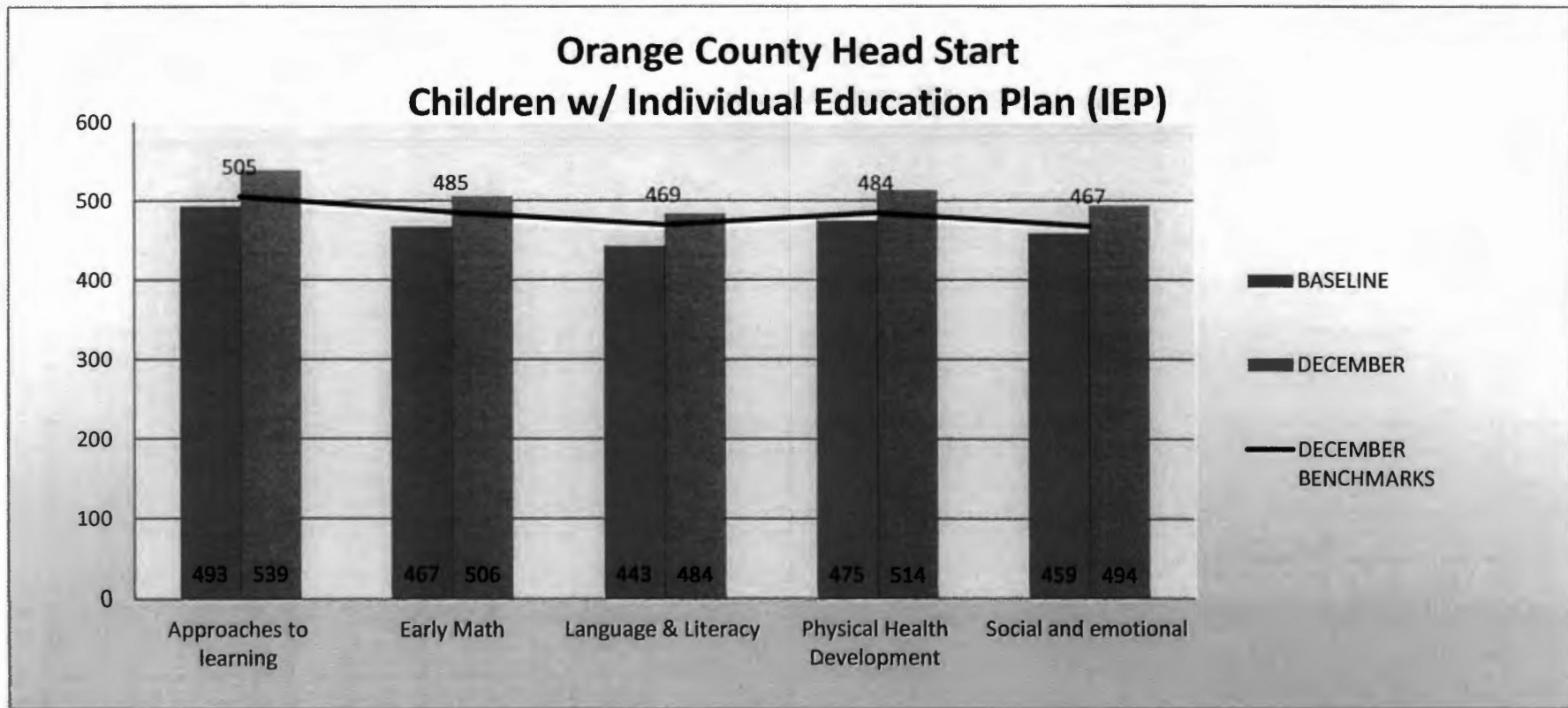
- The fiscal team presented the CARES Act spending progress and update
- Fiscal team planned and executed the office renovation project. The main office now has 16 new cubicles with a door. The doors were added due to the social distancing requirement.

### **Meetings and Events for August-October**

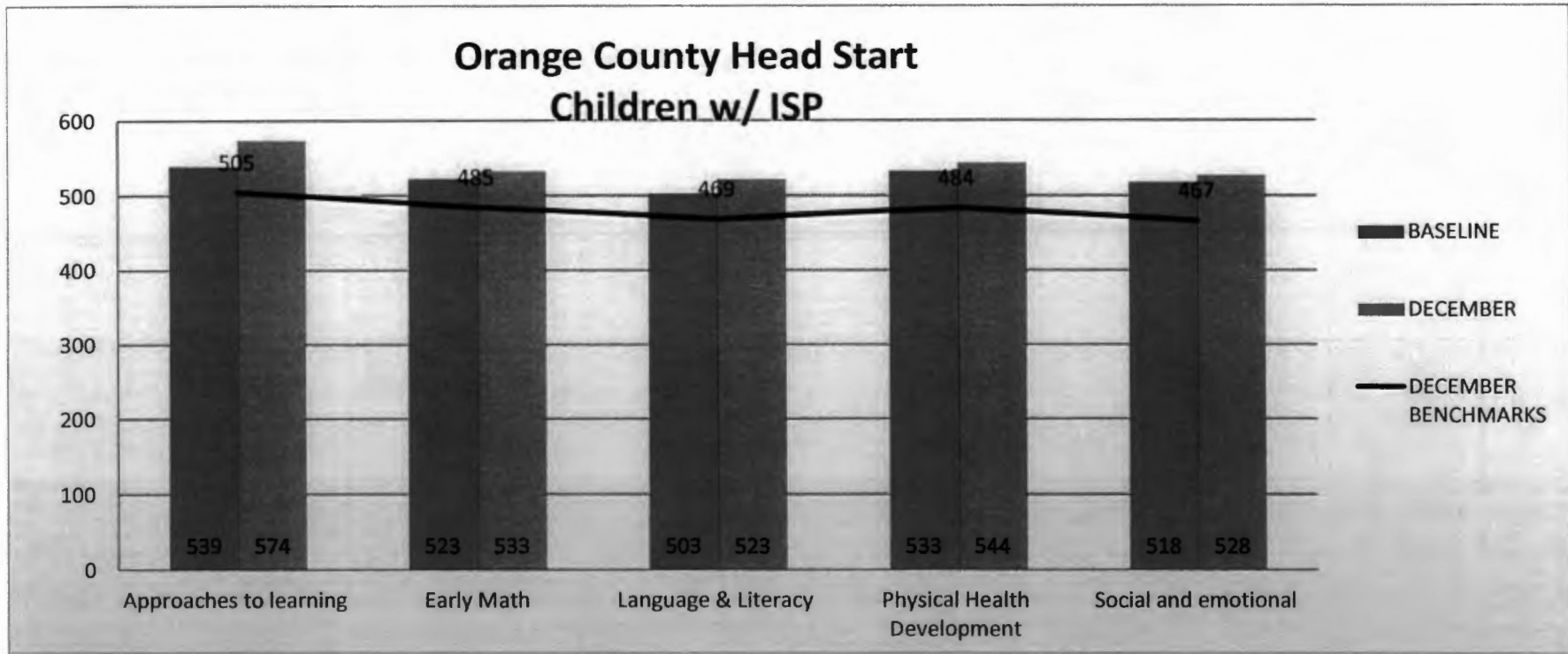
- Board of Directors Meeting with Early Learning Coalition of Orange County
- Board of Directors Meeting with Florida Head Start Association
- Florida Head Start Association Executive & Professional Development committee
- Monthly Head Start state collaborative meeting
- Community & Family Services Division Manager meeting
- Annual Policy Council Governance Training

Early Childhood Pandemic task force

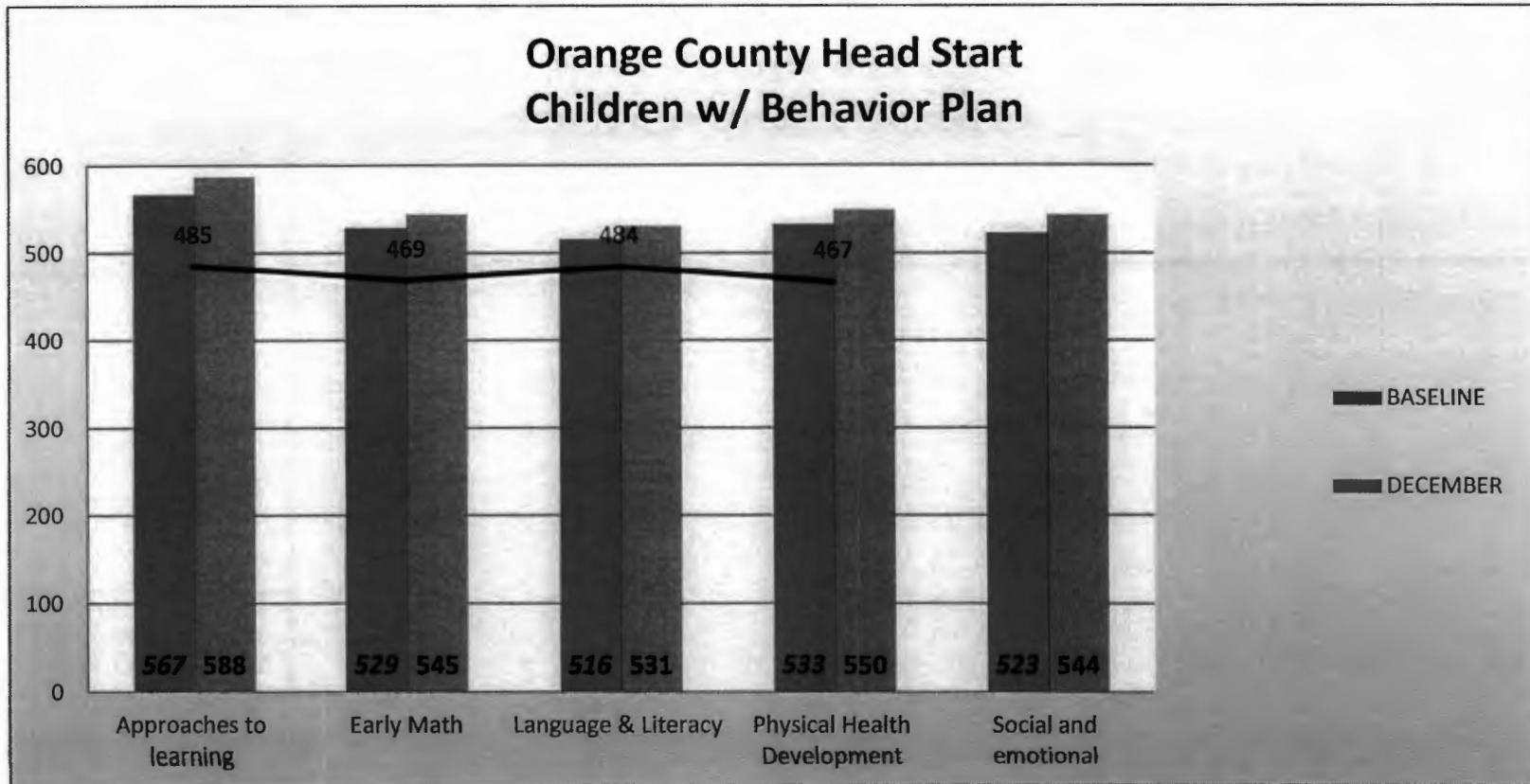
	BASELINE	DECEMBER	DECEMBER BENCHMARKS
Approaches to learning	493	539	505
Early Math	467	506	485
Language & Literacy	443	484	469
Physical Health Development	475	514	484
Social and emotional	459	494	467



	BASELINE	DECEMBER	DECEMBER BENCHMARKS
Approaches to learning	539	574	505
Early Math	523	533	485
Language & Literacy	503	523	469
Physical Health Development	533	544	484
Social and emotional	518	528	467



	BASELINE	DECEMBER	DECEMBER BENCHMARKS
Approaches to learning	567	588	505
Early Math	529	545	485
Language & Literacy	516	531	469
Physical Health Development	533	550	484
Social and emotional	523	544	467





ORANGE COUNTY HEAD START 2020-2021

ERSEA REPORT

MONTH: December

YEAR: 2020

Sites	Funded Enrollment	Monthly Actual Enrollment	10% IEP Actual Enrollment	Drops YTD	Monthly Waiting List	Monthly New Applications
Aloma	37	36	5%	5	0	2
Bithlo	34	23	5%	4	0	3
Callahan	49	41	2%	13	1	6
Hungerford	36	36	8%	6	0	3
Dillard	38	33	8%	5	1	5
Dover Shores	35	30	22%	2	0	5
East Orange	120	81	18%	29	4	9
Engelwood	60	59	26%	5	3	4
Evans	13	13	7%	3	2	0
Frontline	65	50	7%	5	0	3
Hal P Marston	85	65	12%	22	1	3
John Bridges	140	111	7%	41	2	4
Lila Mitchell	70	66	9%	8	1	3
McCoy	40	36	35%	3	1	5
Pine Hills	200	175	10%	39	1	5
SO YMCA	60	57	5%	13	6	5
Southwood	120	114	15%	23	1	4
Taft	120	97	10%	12	2	7
Three Points	60	55	21%	11	2	5
Ventura	40	35	23%	2	3	2
WS ELC	75	75	12%	7	0	2
WS Elementary	34	29	17%	9	1	1
<b>Total</b>	<b>1536</b>	<b>1317</b>	<b>198(12%)</b>	<b>267</b>	<b>32</b>	<b>81</b>
<b>Goal</b>	<b>1536</b>	<b>1536</b>	<b>+ 154 (10%)</b>	<b>-191</b>	<b>+ 154 (10%)</b>	<b>48</b>
<b>Previous Month</b>			<b>179 (11%)</b>	<b>200</b>	<b>229 (14%)</b>	<b>340</b>

Monthly Chronic Absenteeism	Current Month	Monthly Goal	Previous Month	Reasons w/ Highest Percentages
Severe Chronic Absences (20% Over)	26%	10%(154)	23%	Sick or Dr's Appointment 29%
Moderate Chronic Absences (10-20% Over)	23%	20%(307)	22%	Unexcused/No Show 30%
Not Chronically Absent (Less than 10%)	49%	70%(1075)	54%	Transportation 11%

# ORANGE COUNTY HEAD START 2020-2021

## ERSEA REPORT

Site (Subject to Change)	Funded Enrollment (Subject to Change)	Returning Children (Subject to Change)	New Applications Needed by Site for Selections (Subject to Change)	Recruitment Efforts
Aloma	37	15	7	
Bithlo	34	16	13	
Callahan	49	20	8	Sunlife Grocery, Family Dollar, Handed flyers to parents
Hungerford	36	16	8	
Dillard	38	19	6	
Dover Shores	35	17	12	Donato, Pet Supplies, Publix, Conway Dry Cleaners, Subway, Citgo Conway Plaza
East Orange	125	63	31	True Health, NCF
Engelwood	60	22	5	Tainos Bakery, Engelwood Elementary, Engelwood Neighborhood Center for Families
Evans	13	6	0	
Frontline	65	30	20	FL Health, Second Harvest Food Bank, Goodwill, McDonalds, Chiroh's Restaurant
Hal P Marston	85	39	27	Heart of Mercy Church, Central FL Haven of Hope Ministries, Experience Christian Center, Mount Zion Tabernacle Christian Church
John Bridges	140	54	35	Hope Community Center, Goodwill, Charlot North Mobile Home Park
Lila Mitchell	70	40	12	
McCoy	40	23	6	Children & Families of Orange County, Mill Creek Apts, OCLS, AK Behavioral Health Clinic
Pine Hills	200	106	0	Flyers Wing & Grill, Spanish Food Restaurant, Negril Jamaican Restaurant
SO YMCA	60	23	0	Hidden Creek Apts, Key Suites, Citrus Glen Apts, Towncenter Terrace Apts, Pathlight Home, CMS Network, Children's Medical Services
Southwood	120	58	10	Dollar Tree, 7/11, Texaco Gas Station
Taft	120	50	31	Dollar Tree, OC Public Library, South Chase
Three Points	60	22	11	
Ventura	40	14	11	Dental Hoffner, Save A Lot, Pan Sobao,
WS ELC	75	35	0	
WS Elementary	34	11	5	
<b>Total</b>	<b>1536</b>	<b>699</b>	<b>258</b>	



## Orange County Head Start Medical and Dental Unit Monthly Report

Program Description	2020 - 2021 Program Year		
	December		
Total Number of HS children served (report source: CP2001)	903		
Number of children meeting requirement of health physicals	790		
Number of HS families referred to the FQHC for medical and/or dental services. (report source: CP4120)	78		
Number of HS children meeting medical home requirement (report source: CP3021D)	615		
Number of HS children meeting immunization requirement (report source: CP3320)	872		
Number of HS children with an dental exam (report source: CP3035)	412		
Number of children needing dental treatment	101		
Number of Health Action Plan (report source CP2110)	180		
Number of Site Visit for LPN monthly	22		
Number of pregnant mothers receiving dental care (report source: CP9740 - PIR C.21)	N/A		

1536 Participants

Head Start 2019-2020

Health  
Up -to-Date  
Requirements

45%

## Orange County Head Start

### Parent Family and Community Engagement 2020-2021

#### *Monthly Report: December 2020*

- (11) Home visits for attendance.
- (23) Families received Crisis/Emergency Assistance.
- (11) Parents received Educational Services (GED-0/ESOL-11).
- (1076 Health Services Follow ups were done by Family Service Worker.
- (214) Families were referred for family services.
- (262) were provided families services
- (22) Parent Meetings were held this month. (445) parents attended parent meetings and (52) males attended during the month.
- (20) Fatherhood Activities was held this month. (98) Fathers attended fatherhood initiatives.
- (17) Parents Trainings were held this month. (310) parents attended Parents Trainings.
- (139) Homeless families, (75) Referrals, (27) Acquired Housing, (82%) Attendance, (154\ Partnership Agreements

#### **Trainings/Activities:**

- School Readiness
- Trauma with children
- Mental Health Support
- Parenting
- Up Orlando
- Handwashing
- Cooking Matters
- RIF (Reading is Fundamental)
- COVID-19 Influenza Virus/Head Lice

## Orange County Head Start Policy Council By-Laws Proposed Changes

### Article IV, COUNCIL MEMBERS ORIENTATION AND LEADERSHIP DEVELOPMENT TRAINING, Section A- Orientation, Pg. 5

**Current**

**Add #3:**

All Council members must complete orientation prior to assuming their elected roles.

**Rationale: Parent Representatives and Community Representatives need to be educated and trained on their roles and responsibilities in order to oversee and participate in the programs of the Head Start agency, as required in section 642(d)(3) of the Head Start Act and 1302.12 in the Head Start Program Performance Standards.**

### Article VI, COUNCIL OFFICERS, Section A - Authority to Elect Officers, Pg. 6

**Current:**

**Add #3:**

At the seating of a new Policy Council, officers will be elected at the first Policy Council meeting of the new school year.

**Rationale: To ensure the Policy Council board is elected by the current members at the first meeting.**

### Article VII, PROCEDURES FOR COUNCIL MEETINGS, Section A - Regular Meetings, Pg. 7

**Current:**

With the exception of the month of October in which training may occur on a Saturday. **Insert here**

**Add:**

Meetings will be held face to face with a virtual option made available as needed. However, a quorum must be met in the face to face meeting.

**Rationale: This will allow the Policy council to operate virtually as we continue to deal with operating during the pandemic.**

### Article VIII, COMMITTEES, Section B – Executive Committee, Pg. 8

**Current:**

There shall be an Executive Committee and it shall be composed of the Council Officers and two (2) Council Representatives.

**Change:**

There shall be an Executive Committee and it shall be composed of the Council Officers and one (1) Council Representative and attendance of the Head Start Director or designee.

**Add:** Every Executive Committee will determine the day and time of the Executive Committee monthly meeting. The meeting will be held face to face with a virtual option made available as needed.

**Rationale:**

**The meeting must be conducive to the schedule of each executive committee member and not a standing day and time due to the dynamics of the changeover of parents from year to year.**