



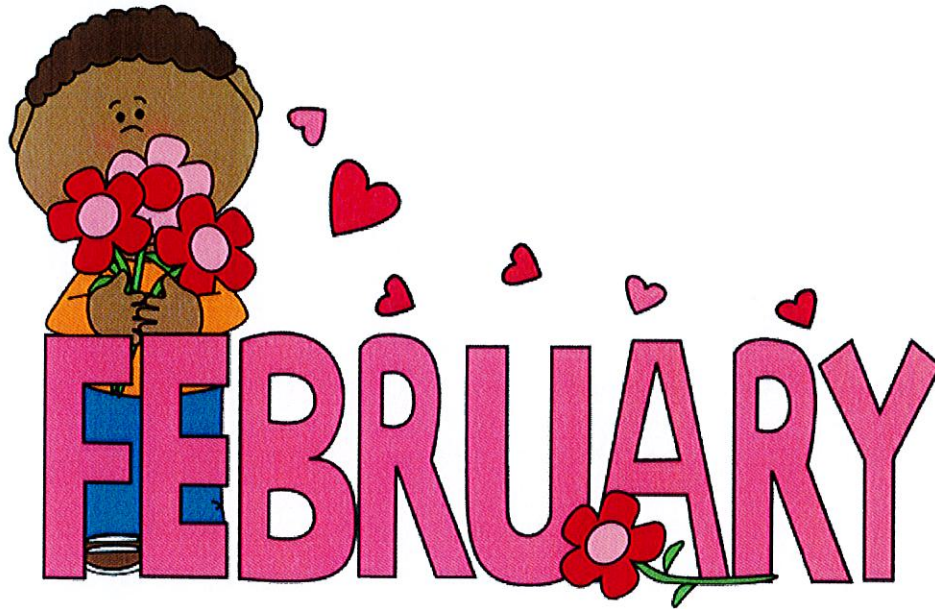
Venerria L. Thomas
Director, Community & Family
Services

Orange County Government
**HEAD START
POLICY COUNCIL**



Sonya L. Hill
Head Start Division Manager

**PROGRAM
INFORMATION & UPDATES**



FEBRUARY 2025



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



POLICY COUNCIL MONTHLY MEETING

Who: POLICY COUNCIL MEMBERS

Date: THURSDAY – FEBRUARY 20, 2025

Time: 6:30 P.M.

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

Childcare with snack provided

*Contact Sandra Moore if you cannot attend:
407-836-8913 or Email Sandra.Moore2@ocfl.net*



AGENDA

Orange County Government • Head Start Policy Council • Holden Heights
Community Center • 1201 20th St., Orlando, FL 32805
February 20, 2025 • 6:30 p.m.

- 1. Call to Order – Chairperson*
- 2. Roll Call – Secretary*
- 3. Adoption of Agenda*
- 4. Secretary's Report.*
- 5. Budget Report*
- 6. HR Report*
- 7. Director's Report*
- 8. National Head Start Association Winter Leadership Institute Presentation:
Shondra Greggs, Lucia Vasquez*
- 9. New Business*
 - a. Self Assessment Plan*
- 10. Old Business*
 - a. Review Corrective Action Plan*
 - b. Review Letter from Office of Head Start Regarding Deficiency*
- 10. Unit Updates:*
ERSEA, PFCE, Nutrition, Education, MH/D, Health, Maintenance
- 11. Public Comment*
- 12. Adjourn*

Head Start Budget Summary **January 31, 2025**

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.

[illegible]

Head Start YTD Summary January 31, 2025

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 2023 Current Budget	PRE Encumbered Amount	Encumbered Amount	FY 2024 Total YTD	Balance	% Percent Budget Used YTD
7521- Admin Salary	1,889,221			524,458	1,364,763	27.76%
7522 - Education Salary	12,940,240			4,621,237	9,332,083	35.71%
7523 - USDA Admin Salary	153,970			45,914	108,056	29.82%
7524 - USDA Services Salary	246,429			85,056	161,373	34.52%
7526 - Disability Salary	578,030			39,714	538,316	6.87%
7527 - Health Salary	480,269			144,845	335,424	30.16%
7528 - PFCE Salary	2,469,157			752,325	1,716,832	30.47%
7529 -General Funds	696,262			169,600	526,662	24.36%
7534 - Facilities Salary	297,958			69,180	228,778	23.22%
Total Salary	19,751,536	0	0	6,452,330	14,312,286	32.67%
7521 - Admin	158,935			23,818	128,821	18.95%
7522 - Education	810,414	8,750	6,296	265,663	500,678	38.22%
7523 - USDA Admin	8,214			521	7,693	6.34%
7524 - USDA Services	1,116,540		66,393	151,393	965,141	19.51%
7525 - Training	156,870			24,234	132,636	15.45%
7526 - Disability	62,177		44,431	3,885	17,272	77.71%
7527 - Health	15,602			2,875	12,727	18.43%
7528 - PFCE	64,716			18,578	46,138	28.71%
7529 -General Funds	31,472		1,081	739	29,652	5.78%
7534 - Facilities	501,458			312,782	188,676	62.37%
7535- Disaster & Recovery						
Total Non-Salary	2,926,398	8,750	153,523	804,488	2,029,434	27.49%
Grand Total	22,677,934	8,750	153,523	7,256,819	16,341,721	32.00%

Community and Family Services Through **January 31, 2025**: Fund - 7004 Dept - 062 Unit 7521 H. S Admin **27%** of FY Elapsed

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ENCUM AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	7FA	REGULAR SALARIES and WAGES	1,207,110.00	82,575.02	87,036.54	86,329.99	84,987.48	.00	.00	.00	.00	.00	.00	.00	.00	.00	340,909.03	866,200.97	28.24
1125	7FA	RECRUITMENT & RETENTION PAY	11,568.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	11,568.00	.00
1130	7FA	OTHER SALARIES and WAGES	5,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	5,000.00	.00
1140	7FA	OVERTIME	2,500.00	2,683.30	1,280.45	1,984.72	716.52	.00	.00	.00	.00	.00	.00	.00	.00	.00	6,664.99	-4,164.99	266.60
1150	7FA	SPECIAL PAY	.00	450.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	-450.00	.00
1160	7FA	LONGEVITY PAY	12,500.00	.00	12,700.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	12,700.00	101.60
2110	7FA	FICA TAXES	92,347.00	6,326.75	7,486.08	6,514.39	6,360.15	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	-200.00	.00
2120	7FA	RETIREMENT CONTRIBUTION	163,572.00	11,894.14	14,174.26	12,282.01	11,971.87	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	65,659.63	28.90
2130	7FA	LIFE and HEALTH INSURANCE	380,000.00	17,411.42	17,903.06	18,123.06	22,636.56	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	113,249.72	30.76
2131	7FA	HSAs/FSA CONTRIBUTION	.00	.00	.00	.00	10,650.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	303,925.90	20.02
2200	7FA	PAYMENTS TO OPEB TRUST	14,624.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	-10,650.00	.00
		Total of Salaries	1,889,221.00	121,340.63	140,580.39	125,234.17	137,302.58	.00	.00	.00	.00	.00	.00	.00	.00	.00	524,457.77	1,364,763.23	27.76
3125	7FB	INDIRECT COSTS	106,329.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	106,329.00	.00
3179	7FC	CONTRACT SVC EMPLOY AGENT	5,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	5,000.00	.00
3410	7FC	LOCAL TRAVEL	2,750.00	.00	26.46	.00	22.78	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	49.24	1.79
3510	7FC	POSTAGE and MESSENGER SVCS	800.00	.00	.00	.00	31.85	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	31.85	3.98
3530	7FC	TOLL CHARGES	20.00	.00	2.28	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	2.28	11.40
3610	7FC	RENTAL OF EQUIPMENT	3,100.00	.00	501.80	250.90	250.90	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,003.60	80.94
3720	7FC	COMMUNICATIONS	7,000.00	.00	.00	607.59	614.31	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	577.80	17.46
3820	7FC	MAINTENANCE OF EQUIPMENT	10,000.00	.00	.00	.00	1,479.51	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	3,730.00	62.70
3910	7FC	GRAPHIC REPROD SVCS	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
4010	7FC	DUES and MEMBERSHIPS	4,000.00	.00	.00	7,144.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	-3,144.00	178.60
4020	7FC	VIDEOS, AND SUBSCRIPTIONS	75.00	.00	.00	50.45	50.45	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	-25.90	134.53
4110	7FC	INCLUDING PRINTING)	6,000.00	.00	.00	2,110.88	452.90	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	3,436.22	42.73
4115	7FC	SUPPLIES	1,000.00	.00	.00	60.92	101.41	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	837.67	16.23
4121	7FC	COMPUTER REL LESS THAN	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
4123	7FC	EQUIPMENT LESS THAN \$5000	2,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	2,000.00	.00
4412	7FC	PROMOTIONAL EXPENSES	100.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	100.00	.00
4418	7FC	PROGRAM	100.00	.00	.00	.00	721.14	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	-621.14	721.14
4422	7FC	SCHOLARSHIPS, AWARDS, BENEF	1,500.00	.00	.00	179.85	96.30	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,223.85	18.41
4482	7FG	SELF INS-PROP CASUALTY	9,061.00	.00	.00	9,061.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	100.00
		Total of Operations	158,935.00	.00	530.54	19,465.59	3,821.55	.00	.00	.00	.00	.00	.00	.00	.00	.00	6,295.89	128,621.43	18.95
		Total of Unit 7521	2,048,156.00	121,340.63	141,110.93	144,699.76	141,124.13	.00	.00	.00	.00	.00	.00	.00	.00	.00	548,275.45	1,493,584.66	27.08

OBJ	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	Pre-Encum	Encum	TOTAL YTD	BALANCE	% BUDGET USED YTD	
1120	7FE	REGULAR SALARIES AND WAGES	6,724,467.00	753,293.54	774,511.93	777,730.98	576,375.29	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	2,881,511.74	3,842,955.26	42.86	
1125	7FE	RECRUITMENT & RETENTION PAY	103,686.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	103,686.00	.00	.00
1130	7FE	OTHER SALARIES AND WAGES	10,000.00	16,351.65	18,262.01	17,293.72	10,039.60	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	61,946.89	-51,946.89	619.47	
1140	7FE	OVERTIME	5,000.00	31,845.67	7,040.51	11,033.44	5,164.67	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	56,084.29	-50,084.29	1,101.69	
1150	7FE	SPECIAL PAY	.00	450.00	3,000.00	500.00	3,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	7,950.00	-7,950.00	.00	
1160	7FE	LONGEVITY PAY	113,400.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	112,500.00	900.00	.00
2110	7FE	FICA TAXES	509,153.00	59,538.02	67,803.51	69,526.29	46,528.96	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	233,396.78	275,756.22	45.64	
2120	7FE	RETIREMENT CONTRIBUTION	1,037,863.00	108,869.53	121,962.03	107,534.89	79,247.21	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	415,613.66	622,249.34	40.05	
2130	7FE	HEALTH INSURANCE	4,275,000.00	186,955.00	187,322.25	187,362.23	213,719.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	774,459.08	3,500,540.92	18.12	
2131	7FE	HEALTHSA CONTRIBUTION	.00	375.00	.00	.00	73,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	73,375.00	-73,375.00	.00	
2200	7FE	PAYMENTS TO CPEB TRUST	161,677.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	161,677.00	.00	.00
Total of Salaries			12,940,246.00	1,154,778.91	1,292,402.24	1,160,981.55	1,013,074.73	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	4,627,237.43	8,319,008.57	35.74	
3167	7FF	PAYMENTS TO OTHER GOVERNMENTAL AGENCIES	7,000.00	.00	43.00	431.60	231.69	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	706.29	6,293.71	10.09	
3192	7FF	SOFTWARE LICENSING SUPPORT FEE	50,000.00	.00	.00	.00	42,536.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	42,536.00	7,464.00	85.07	
3197	7FF	CONTRACTUAL SERVICES NOT OTHERWISE SPECIFIED	6,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	8,760.00	.00	-2,760.00	145.83	.00
3350	7FF	OTHER INSURANCE AND BONDS	100.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	100.00	.00	.00
3410	7FF	LOCAL TRAVEL	8,000.00	.00	691.98	745.41	1,317.34	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	2,754.73	5,245.27	34.43	
3530	7FF	TOLL CHARGES	3,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	435.27	2,564.73	14.51
3530	7FF	RENTAL OF EQUIPMENT	50,000.00	.00	5,770.70	1,785.39	2,885.35	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	11,541.40	39,458.60	57.71	
3610	7FF	COMMUNICATIONS	30,100.00	.00	.00	.00	1,497.17	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	4,533.07	25,566.93	15.06	
3620	7FF	MAINTENANCE (EQUIPMENT)	32,000.00	.00	.00	.00	6,171.30	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	6,171.30	15,828.70	51.38	
3610	7FF	GRAPHIC REPRODUCTION SVCS	100.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	100.00	.00	.00
4020	7FF	BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS	3,340.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	3,340.00	.00	.00
4040	7FF	LICENSE AND CERTIFICATION FEES	10,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	9,940.00	60.00	.00
4110	7FF	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	12,000.00	.00	.00	.00	2,606.87	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	7,138.40	4,861.60	59.49	
4115	7FF	MISCELLANEOUS (INCLUDING PRINTING)	60,000.00	.00	.00	.00	329.63	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	6,675.58	53,324.42	11.13	
4116	7FF	EVENT MEALS REIMBURSEMENTS	3,000.00	.00	.00	.00	3,033.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	509.39	2,490.61	16.98	
4121	7FF	COMPUTER EQUIPMENT UNDER \$500 & COMPUTER RELATED LESS THAN \$500	3,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	223.68	2,776.32	7.47
4123	7FF	EQUIPMENT LESS THAN \$5000	6,000.00	.00	.00	.00	223.96	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	508.53	5,491.47	8.92	
4135	7FF	FOOD AND DIETARY	350,000.00	.00	.00	.00	9,534.71	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	24,492.29	318,767.95	8.92	
4195	7FF	MISC SUPPLIES AND EXPENSES	100.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	100.00	.00	.00
4412	7FF	PROMOTIONAL EXPENSES	2,500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	2,500.00	.00	.00
4418	7FF	EDUCATIONAL ASSISTANCE PROGRAM	8,000.00	.00	2,500.00	.00	3,427.85	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	5,927.85	2,072.15	74.10	
4422	7FF	SCHOLARSHIPS AWARDS/BENEFITS	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00	.00
4450	7FF	PARENT ACTIVITY FUND	500.00	.00	.00	.00	1,635.39	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,635.39	.00	.00
4450	7FF	RENTAL TRIPS-HE-0 START	15,340.00	.00	.00	.00	600.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	16,540.00	-1,200.00	.00
4482	7FF	SELF INSURANCE	150,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	150,214.00	-214.00	.00
8120	7FF	AID TO OTHER GOVT AGENCIES	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00	.00
Total of Operations			810,414.00	.00	9,303.63	171,547.59	84,812.23	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	8,750.00	35,322.56	6,677.99	38.22
Total of Unit 7522			13,750,860.00	1,154,778.91	1,301,705.87	1,332,520.14	1,057,886.96	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	8,750.00	4,886,500.88	8,919,886.55	35.86

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ED AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	7FQ	REGULAR SALARIES AND WAGES	91,395.00	7,437.44	7,177.21	7,030.41	6,906.83	.00	.00	.00	.00	.00	.00	.00	.00	.00	28,551.89	62,843.11	31.24
1125	7FQ	RECRUITMENT & RETENTION PAY	1,369.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,369.00	.00
1140	7FQ	OVERTIME	500.00	758.16	.00	.00	-174.32	.00	.00	.00	.00	.00	.00	.00	.00	.00	583.84	-83.84	116.77
1160	7FQ	LONGEVITY PAY	1,200.00	.00	1,200.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,200.00	.00	100.00
2110	7FQ	FICA TAXES	6,991.00	617.85	631.27	528.23	503.98	.00	.00	.00	.00	.00	.00	.00	.00	.00	2,281.33	4,709.67	32.63
2120	7FQ	RETIREMENT CONTRIBUTION	11,422.00	1,117.07	1,141.83	958.26	917.64	.00	.00	.00	.00	.00	.00	.00	.00	.00	4,134.80	7,287.20	36.20
2130	7FQ	LIFE AND HEALTH INSURANCE	38,000.00	1,746.87	1,761.22	1,801.22	2,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	7,162.49	30,837.51	18.85
2131	7FQ	HSA/FSA CONTRIBUTION	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	2,000.00	-2,000.00	.00
2200	7FQ	PAYMENTS TO OPEB TRUST	3,093.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	3,093.00	.00
		Total of Salaries	153,970.00	11,677.39	11,911.53	10,318.12	12,007.31	.00	.00	.00	.00	.00	.00	.00	.00	.00	45,914.35	108,055.65	29.87
3125	7FP	INDIRECT COSTS	6,543.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	6,543.00	.00
3410	7FR	LOCAL TRAVEL	500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	500.00	.00
3530	7FR	TOLLI CHARGES	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
3820	7FR	MAINTENANCE OF EQUIPMENT	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
4110	7FR	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	500.00	.00
4418	7FR	EDUCATIONAL ASSISTANCE PROGRAM	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
4482	7FS	SELF INS-PROP CASUALTY	521.00	.00	.00	521.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	521.00	.00	100.00
		Total of Operations	8,214.00	.00	.00	521.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	521.00	7,693.00	6.34
		Total of Unit 7523	162,184	11,677.39	11,911.53	10,839.12	12,007.31	.00	.00	.00	.00	.00	.00	.00	.00	.00	46,435.35	115,748.65	28.63

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	7FT	REGULAR SALARIES and WAGES	133,016.00	11,062.64	11,862.40	12,060.00	10,626.53	.00	.00	.00	.00	.00	.00	.00	.00	.00	45,611.57	87,404.43	34.29
1125	7FT	RECRUITMENT & RETENTION PAY	1,807.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,807.00	.00
1140	7FT	OVER TIME	500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	500.00	.00
1160	7FT	LONGEVITY PAY	2,700.00	.00	5,400.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	-2,700.00	200.00
2110	7FT	FICA TAXES	10,175.00	785.16	1,256.27	858.34	744.09	.00	.00	.00	.00	.00	.00	.00	.00	.00	3,643.86	6,551.14	35.81
2120	7FT	RETIREMENT CONTRIBUTION	16,045.00	1,922.70	3,000.20	2,103.43	1,841.49	.00	.00	.00	.00	.00	.00	.00	.00	.00	8,667.82	7,177.18	55.27
2130	7FT	LIFE and HEALTH INSURANCE	76,000.00	4,590.14	4,637.54	4,737.54	5,017.48	.00	.00	.00	.00	.00	.00	.00	.00	.00	18,982.70	57,017.30	24.98
2131	7FT	HSANFSA CONTRIBUTION	.00	.00	.00	.00	2,550.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	-2,550.00	.00
2200	7FT	PAYMENTS TO OPEB TRUST	6,186.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	6,186.00	.00
		Total of Salaries	246,429.00	18,360.64	26,156.41	19,759.31	20,779.59	.00	.00	.00	.00	.00	.00	.00	.00	.00	85,055.95	161,373.05	34.52
3170	7FU	JANITORIAL SVC and SUPPLY	500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	500.00	.00
4110	7FU	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	500.00	.00
4115	7FU	MISCELLANEOUS OPERATING SUPPLIES	300.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	300.00	.00
4123	7FU	EQUIPMENTLESS THAN \$5000	100.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	100.00	.00
4130	7FU	HOUSEHOLD AND KITCHEN SUPPLIES	450.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	450.00	.00
4135	7FU	FOOD,INDIETARY	1,113,796.00	.00	.00	66,556.58	83,942.27	.00	.00	.00	.00	.00	.00	.00	.00	.00	150,498.85	896,904.42	19.47
4482	7FS	SELF INS-PROP CASUALTY	894.00	.00	.00	894.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	894.00	.00	100.00
		Total of Operations	1,115,540.00	.00	.00	67,450.58	83,942.27	.00	.00	.00	.00	.00	.00	.00	.00	.00	66,392.73	898,754.42	19.51
		Total of unit 7524	1362969	18360.64	26156.41	87209.89	104721.86	0	0	0	0	0	0	0	0	0	236448.8	1060127.47	22.22

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ENCUMBE RED AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
3185	7FH	CONTRACT SVC-TRAINING	50,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50,000.00	.00
3197	7FH	CONTRACTUAL SERVICES NOT OTHERWISE SPECIFIED	2,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	2,000.00	.00
3410	7FH	LOCAL TRAVEL	100.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	100.00	.00
3420	7FH	OUT OF COUNTY TRAVEL	38,000.00	.00	.00	2,858.12	9,204.72	.00	.00	.00	.00	.00	.00	.00	.00	.00	12,062.84	25,937.16	31.74
3610	7FH	RENTAL OF EQUIPMENT	3,460.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	3,460.00	.00
3620	7FH	LEASES-BUILDINGS/STRUCTURES	2,995.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	2,995.00	.00
3910	7FH	GRAPHIC REPROD SVCS	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
4020	7FH	BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS	9,250.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	9,250.00	.00
4030	7FH	TRAINING AND EDUCATIONAL COST	38,000.00	.00	.00	3,291.00	8,880.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	12,171.00	25,829.00	32.03
4040	7FH	LICENSE AND CERTIFICATION FEES	3,951.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	3,951.00	.00
4110	7FH	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
4115	7FH	MISCELLANEOUS OPERATING SUPPLIES	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
4116	7FH	EVENT/MEAL REIMBURSEMENTS	2,015.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	2,015.00	.00
4418	7FH	EDUCATIONAL ASSISTANCE PROGRAM	6,948.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	6,948.00	.00
		Total of Operations	156,870.00	.00	.00	6,149.12	18,084.72	.00	.00	.00	.00	.00	.00	.00	.00	.00	24,233.84	132,636.16	15.45
		Total of Unit 7525	156,870.00	.00	.00	6,149.12	18,084.72	.00	.00	.00	.00	.00	.00	.00	.00	.00	24,233.84	132,636.16	15.45

Community and Family Services Through **January 31, 2025** Fund - 7004 Dept - 062 Unit - 7526: HS Disability **14%** of FY Elapsed

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ED AMOUNT	TOTAL YTD	BALANCE	BUDGET USED
1120	7FI	REGULAR SALARIES and WAGES	357,754.00	7,086.28	6,211.20	6,211.20	6,211.20	.00	.00	.00	.00	.00	.00	.00	.00	.00	25,719.88	332,034.12	7.19
1125	7FI	RECRUITMENT & RETENTION PAY	2,446.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	2,446.00	.00
1130	7FI	OTHER SALARIES and WAGES	20,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	20,000.00	.00
1140	7FI	OVERTIME	500.00	1,102.42	.00	.00	465.94	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,568.26	-1,068.26	313.65
1160	7FI	LONGEVITY PAY	2,000.00	.00	1,500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	500.00	75.00
2110	7FI	FICA TAXES	27,369.00	612.37	575.15	460.38	489.98	.00	.00	.00	.00	.00	.00	.00	.00	.00	2,137.88	25,231.12	7.81
2120	7FI	RETIREMENT CONTRIBUTION	50,711.00	1,116.11	1,051.03	846.58	910.08	.00	.00	.00	.00	.00	.00	.00	.00	.00	3,923.90	46,787.20	7.74
2130	7FI	LIFE and HEALTH INSURANCE	114,000.00	855.39	861.66	881.66	1,265.46	.00	.00	.00	.00	.00	.00	.00	.00	.00	3,864.17	110,135.83	3.39
2131	7FI	HS/AFSA CONTRIBUTION	.00	.00	.00	.00	1,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,000.00	-1,000.00	.00
2200	7FI	PAYMENTS TO OPEB TRUST	3,250.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	3,250.00	.00
		Total of Salaries	578,030.00	10,772.57	10,199.04	8,399.82	10,342.56	.00	.00	.00	.00	.00	.00	.00	.00	.00	39,713.99	538,316.01	6.87
3195	7FK	CONTRACT SERVICES MEDICAL	45,000.00	.00	.00	.00	350.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	44,431.28	218.72	99.51
3410	7FK	LOCAL TRAVEL	3,000.00	.00	117.79	230.34	228.81	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	2,423.06	19.23
3510	7FK	POSTAGE and MESSENGER SVCS	150.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	150.00	.00
3530	7FK	TOLL CHARGES	50.00	.00	5.84	11.14	8.94	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	24.08	51.84
3720	7FK	COMMUNICATIONS	2,000.00	.00	.00	75.29	40.30	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,884.41	5.78
4020	7FK	BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS	3,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	3,000.00	.00
4040	7FK	LICENSE and CERTIFICATION FEES	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
4110	7FK	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	3,000.00	.00	.00	39.50	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	2,960.50	1.32
4115	7FK	MISCELLANEOUS OPERATING SUPPLIES	3,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	3,000.00	.00
4121	7FK	COMPUTER REL LESS THAN \$5000	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
4418	7FK	EDUCATIONAL ASSISTANCE PROGRAM	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
4422	7FK	SCHOLARSHIPS, AWARDS, BENEF	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
4462	7FG	SELF INS-PROP CASUALTY	2,777.00	.00	.00	2,777.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	100.00
		Total of Operations	62,777.00	.00	123.63	3,133.27	628.05	.00	.00	.00	.00	.00	.00	.00	.00	.00	44,431.28	13,860.77	77.71
		Total of Unit 7526	640,207	10,772.57	10,322.67	11,533.09	10,970.61	.00	.00	.00	.00	.00	.00	.00	.00	.00	44,431.28	552,176.78	13.75

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ENCUM AMOUNT	TOTAL YTD	BALANCE	% BUDGET
1120	7FV	REGULAR SALARIES and WAGES	294,218.00	23,062.05	22,588.58	23,005.41	23,024.84	.00	.00	.00	.00	.00	.00	.00	.00	.00	91,880.88	202,537.12	31.16
1125	7FV	RECRUITMENT & RETENTION PAY	2,829.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	2,829.00	.00
1130	7FV	OTHER SALARIES and WAGES	.00	3,133.12	2,016.00	674.01	522.24	.00	.00	.00	.00	.00	.00	.00	.00	.00	6,345.37	-6,345.37	.00
1140	7FV	OVER TIME	500.00	1,360.37	5.13	46.14	289.56	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,701.20	-1,201.20	340.24
1160	7FV	LONGEVITY PAY	1,300.00	.00	1,300.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,300.00	.00	100.00
2110	7FV	FICA TAXES	22,509.00	2,042.72	1,910.39	1,746.35	1,894.68	.00	.00	.00	.00	.00	.00	.00	.00	.00	7,594.14	14,914.86	33.74
2120	7FV	RETIREMENT CONTRIBUTION	40,038.00	3,311.76	3,251.28	3,141.92	3,177.75	.00	.00	.00	.00	.00	.00	.00	.00	.00	12,882.71	27,155.29	32.18
2130	7FV	LIFE and HEALTH INSURANCE	114,000.00	4,669.76	4,799.76	4,859.76	8,011.60	.00	.00	.00	.00	.00	.00	.00	.00	.00	22,340.88	91,659.12	19.60
2131	7FV	HS/AFSA CONTRIBUTION	.00	.00	.00	.00	1,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,000.00	-1,000.00	.00
2200	7FV	PAYMENTS TO OPEB TRUST	4,875.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	4,875.00	.00
		Total of Salaries	480,269.00	37,579.78	35,871.14	33,473.59	37,920.67	.00	.00	.00	.00	.00	.00	.00	.00	.00	144,345.18	335,423.82	30.16
3179	7FW	CONTRACT SVC EMPLOY AGENT	500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	500.00	.00
3195	7FW	CONTRACT SERVICES MEDICAL	500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	500.00	.00
3410	7FW	LOCAL TRAVEL	500.00	.00	180.37	216.68	39.20	.00	.00	.00	.00	.00	.00	.00	.00	.00	436.25	63.75	87.25
3530	7FW	TOLL CHARGES	50.00	.00	.00	6.85	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	6.85	43.15	13.70
3720	7FW	COMMUNICATIONS	2,000.00	.00	.00	196.19	236.49	.00	.00	.00	.00	.00	.00	.00	.00	.00	432.68	1,567.32	21.63
4020	7FW	BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
4110	7FW	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	550.00	.00	.00	.00	493.06	.00	.00	.00	.00	.00	.00	.00	.00	.00	493.06	56.94	89.65
4115	7FW	MISCELLANEOUS OPERATING SUPPLIES	10,500.00	.00	.00	.00	697.50	.00	.00	.00	.00	.00	.00	.00	.00	.00	697.50	9,802.50	6.64
4121	7FW	COMPUTER EQUIP UNDER \$500 & COMPUTER REL LESS THAN \$5000	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
4143	7FW	MEDICAL SURG SUPPLIES	50.00	.00	.00	.00	56.85	.00	.00	.00	.00	.00	.00	.00	.00	.00	56.85	-6.85	113.70
4418	7FW	EDUCATIONAL ASSISTANCE PROGRAM	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
4422	7FW	SCHOLARSHIPS AWARDS BENEF	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
4482	7FG	SELF INS-PROP CASUALTY	752.00	.00	.00	752.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	752.00	.00	100.00
		Total of Operations	15,602.00	.00	180.37	1,171.72	1,523.10	.00	.00	.00	.00	.00	.00	.00	.00	.00	2,975.19	12,726.81	18.43
		Total of Unit 7527	495,871.00	37,579.78	36,051.51	34,645.31	39,443.77	.00	.00	.00	.00	.00	.00	.00	.00	.00	147,720.37	348,150.63	29.79

OBJ	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ENCUM AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD	
1120	7FX	REGULAR SALARIES AND WAGES	1,494,982.00	116,943.37	116,271.19	113,737.59	105,978.05	.00	.00	.00	.00	.00	.00	.00	.00	.00	452,930.20	1,042,051.80	30.30	
1125	7FX	RETIREMENT & RETENTION PAY	15,925.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	15,925.00	.00	.00
1130	7FX	OTHER SALARIES AND WAGES	10,000.00	6,016.83	8,112.84	5,968.26	5,902.33	.00	.00	.00	.00	.00	.00	.00	.00	.00	26,000.26	-16,000.26	260.00	
1140	7FX	OVERTIME	5,000.00	8,176.34	.00	.00	925.81	.00	.00	.00	.00	.00	.00	.00	.00	.00	9,964.11	-4,964.11	199.28	
1150	7FX	SPECIAL PAY	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	500.00	-500.00	.00	
1160	7FX	LONGEVITY PAY	13,750.00	.00	13,250.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	13,250.00	500.00	96.36	
2110	7FX	FICA TAXES	114,365.00	9,633.23	10,103.67	8,847.20	8,430.04	.00	.00	.00	.00	.00	.00	.00	.00	.00	37,014.14	77,350.86	32.36	
2120	7FX	RETIREMENT CONTRIBUTION	198,512.00	17,892.72	18,520.60	16,312.40	15,300.83	.00	.00	.00	.00	.00	.00	.00	.00	.00	68,026.55	130,485.45	34.27	
2130	7FX	LIFE and HEALTH INSURANCE	589,000.00	30,839.24	32,064.48	32,251.18	37,834.58	.00	.00	.00	.00	.00	.00	.00	.00	.00	132,989.48	456,010.52	22.58	
2131	7FX	HS AFSA CONTRIBUTION	.00	.00	.00	.00	11,650.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	11,650.00	-11,650.00	.00	
2200	7FX	PAYMENTS TO OPEB TRUST	27,623.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	27,623.00	.00	.00
		Total of Salaries	2,489,157.00	189,501.73	198,322.78	178,542.44	185,957.79	.00	.00	.00	.00	.00	.00	.00	.00	.00	752,324.74	1,716,832.26	30.47	
3179	7FY	CONTRACT SVC EMPLOY AGENT	5,700.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	5,700.00	.00	.00
3410	7FY	LO-AL TRAVEL	3,000.00	.00	87.24	12.73	83.35	.00	.00	.00	.00	.00	.00	.00	.00	.00	183.32	2,816.68	6.11	
3530	7FY	TOLL CHARGES	100.00	.00	.00	.00	2.75	.00	.00	.00	.00	.00	.00	.00	.00	.00	2.75	97.25	2.75	
3720	7FY	COMMUNICATIONS	11,000.00	.00	.00	1,252.66	1,180.12	.00	.00	.00	.00	.00	.00	.00	.00	.00	2,432.78	8,567.22	22.12	
4020	7FY	BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
4110	7FY	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	9,000.00	.00	.00	.00	1,808.45	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,808.45	7,191.55	20.09	
4115	7FY	MISCELLANEOUS OPERATING SUPPLIES	4,000.00	.00	.00	66.18	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	66.18	3,933.82	1.65	
4121	7FY	COMPUTER EQUIP UNDER \$500 & COMPUTER REL LESS THAN \$5000	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00	.00
4123	7FY	EQUIPMENT LESS THAN \$5000	3,000.00	.00	.00	.00	94.88	.00	.00	.00	.00	.00	.00	.00	.00	.00	94.88	2,905.12	3.16	
4412	7FY	PROMOTIONAL EXPENSES	7,000.00	.00	.00	222.61	90.60	.00	.00	.00	.00	.00	.00	.00	.00	.00	313.21	6,686.79	4.47	
4418	7FY	EDUCATIONAL ASSISTANCE PROGRAM	1,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,000.00	.00	.00
4450	7FY	PARENT ACTIVITY FUND	9,216.00	.00	.00	.00	2,076.32	.00	.00	.00	.00	.00	.00	.00	.00	.00	2,076.32	7,139.68	22.53	
4482	7FG	SELF INS-PROP CASUALTY	11,600.00	.00	.00	11,600.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	11,600.00	.00	100.00	
		Total of Operations	64716	0	87.24	13154.18	5336.47	.00	.00	.00	.00	.00	.00	.00	.00	.00	18577.89	46138.11	28.71	
2533873		Total of Unit 7528	2533873	189501.73	198410.02	191696.62	191294.26	.00	.00	.00	.00	.00	.00	.00	.00	.00	770902.63	1762970.37	30.42	

Community and Family Services Through **January 31, 2025** Fund - 0001 Dept - 062 Unit - 7529: HS General Fund **24%** of FY Elapsed

OBJ	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	Encumbered	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	HZE	REGULAR SALARIES and WAGES	442654	26,323.12	28,222.40	28,222.40	26,882.73	.00	.00	.00	.00	.00	.00	.00	.00	.00	109,650.65	333,003.35	24.77
1125	HZE	RECRUITMENT & RETENTION PAY	4270	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	4,270.00	0
1160	HZE	LONGEVITY PAY	4450	.00	4,200.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	4,200.00	250.00	94.38
2110	HZE	FICA TAXES	34531	1,936.90	2,399.55	2,078.27	1,972.93	.00	.00	.00	.00	.00	.00	.00	.00	.00	8,387.65	26,143.35	24.29
2120	HZE	RETIREMENT CONTRIBUTION	61523	3,587.84	4,419.16	3,846.70	3,664.10	.00	.00	.00	.00	.00	.00	.00	.00	.00	15,517.80	46,005.20	25.22
2130	HZE	LIFE and HEALTH INSURANCE	148834	7,318.07	7,431.74	7,571.74	7,972.84	.00	.00	.00	.00	.00	.00	.00	.00	.00	30,294.39	118,539.61	20.35
2131	HZE	HSA/ISA CONTRIBUTION	0	.00	.00	.00	1,550.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,550.00	-1,550.00	0
		Total of salaries	696262	39,165.93	46,672.85	41,719.11	42,042.60	.00	.00	.00	.00	.00	.00	.00	.00	.00	169,600.49	526,661.51	24.36
3167	HZE	PAYMENTS TO OTHER	300	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	300.00	0
3197	HZE	GOVERNMENTAL AGENCIES	22800	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	22,800.00	0
4110	HZE	OTHERWISE SPECIFIED	500	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	500.00	0
4115	HZE	SUPPLIES	5000	.00	.00	739.32	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	739.32	4,260.68	14.79
4116	HZE	EVENING MEAL REIMBURSEMENTS	250	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	250.00	0
4123	HZE	EQUIPMENT LESS THAN \$5000	50	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	0
4135	HZE	FOOD and DIETARY	1500	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,081.00	.00	419.00	72.07
4482	HZE	SELF INS-PROP CASUALTY	1072	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,072.00	0
		Total of Operations	31472	.00	.00	739.32	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	739.32	29,651.68	5.78
		Total of Unit 7529	727,734.00	39,165.93	46,672.85	42,458.43	42,042.60	.00	.00	.00	.00	.00	.00	.00	.00	.00	170,339.81	556,313.19	23.56

Community and Family Services Through **January 31, 2025** Fund - 062 Unit - 7534: Facilities **48%** of FY Elapsed

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ENCUM	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	7FL	REGULAR SALARIES AND WAGES	173,598.00	11,840.42	11,509.44	11,513.92	10,769.71	.00	.00	.00	.00	.00	.00	.00	.00	.00	45,633.49	127,964.51	26.29
1125	7FL	RECRUITMENT & RETENTION PAY	1,668.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,668.00	.00
1130	7FL	OTHER SALARIES AND WAGES	5,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	5,000.00	.00
1140	7FL	OVERTIME	2,500.00	183.69	67.23	6.32	33.62	.00	.00	.00	.00	.00	.00	.00	.00	.00	290.86	2,209.14	11.63
1160	7FL	LONGEVITY PAY	1,200.00	.00	1,200.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,200.00	.00	100.00
2110	7FL	FICA TAXES	13,280.00	857.52	911.92	815.77	757.68	.00	.00	.00	.00	.00	.00	.00	.00	.00	3,342.89	9,937.11	25.17
2120	7FL	RETIREMENT CONTRIBUTION	23,087.00	1,876.15	2,084.06	1,823.28	1,725.10	.00	.00	.00	.00	.00	.00	.00	.00	.00	7,508.59	15,578.41	32.52
2130	7FL	LIFE AND HEALTH INSURANCE	76,000.00	2,546.49	2,681.04	2,681.04	3,296.05	.00	.00	.00	.00	.00	.00	.00	.00	.00	11,204.62	64,795.38	14.74
2200	7FL	PAYMENTS TO OPEB TRUST	1,625.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,625.00	.00
		Total of Salaries	297,958.00	17,304.27	18,453.69	16,840.33	16,592.16	.00	.00	.00	.00	.00	.00	.00	.00	.00	69,180.45	228,777.55	23.22
3167	7FM	PAYMENTS TO OTHER GOVERNMENTAL AGENCIES	500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	500.00	.00
3170	7FM	JANITORIAL SVC AND SUPPLY	7,000.00	647.73	647.73	647.73	1,295.46	.00	.00	.00	.00	.00	.00	.00	.00	.00	3,238.65	3,761.35	46.27
3179	7FM	CONTRACT SVC EMPLOY AGENT	500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	500.00	.00
3197	7FM	CONTRACTUAL SERVICES NOT OTHERWISE SPECIFIED	2,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	2,000.00	.00
3350	7FM	OTHER INSURANCE AND BONDS	3,500.00	.00	.00	.00	5,458.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	5,458.00	-1,958.00	155.94
3420	7FM	OUT OF COUNTY TRAVEL	300.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	300.00	.00
3520	7FM	MOVING/EXPENSE CO ASSETS	2,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	2,000.00	.00
3530	7FM	TOLL CHARGES	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
3610	7FM	RENTAL OF EQUIPMENT	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
3620	7FM	LEASE-BUILDINGS/STRUCTURES	316,000.00	62.53	62.53	62.53	285,726.27	.00	.00	.00	.00	.00	.00	.00	.00	.00	285,914.46	30,085.54	90.48
3710	7FM	UTILITIES	35,000.00	839.37	927.55	3,058.86	3,081.23	.00	.00	.00	.00	.00	.00	.00	.00	.00	7,907.01	27,092.99	22.59
3720	7FM	COMMUNICATIONS	13,045.00	.00	.00	34.99	34.99	.00	.00	.00	.00	.00	.00	.00	.00	.00	69.98	12,975.02	.54
3810	7FM	MAINTENANCE OF BUILDINGS, IMPROVEMENTS, AND GROUNDS	18,000.00	338.75	338.75	857.58	1,068.50	.00	.00	.00	.00	.00	.00	.00	.00	.00	2,603.58	15,396.42	14.46
3820	7FM	MAINTENANCE OF EQUIPMENT	23,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	23,000.00	.00
3825	7FM	INTERNAL FLEET MANAGEMENT CHARGES	26,028.00	.00	.00	4,336.98	804.23	.00	.00	.00	.00	.00	.00	.00	.00	.00	5,141.21	20,886.79	19.75
3910	7FM	GRAPHIC REPROD SVCS	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
4110	7FM	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	1,500.00	.00	.00	.00	105.39	.00	.00	.00	.00	.00	.00	.00	.00	.00	105.39	1,394.61	7.03
4115	7FM	MISCELLANEOUS OPERATING SUPPLIES	40,000.00	.00	.00	402.69	371.20	.00	.00	.00	.00	.00	.00	.00	.00	.00	773.89	39,226.11	1.93
4123	7FM	EQUIPMENT LESS THAN \$5000	9,000.00	.00	.00	431.39	175.09	.00	.00	.00	.00	.00	.00	.00	.00	.00	606.48	8,393.52	6.74
4126	7FM	TOOLS AND SMALL IMPLEMENTS	3,000.00	.00	.00	215.51	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	215.51	2,784.49	7.18
4175	7FM	CLOTHING AND WEARING APPAREL	116.00	.00	.00	.00	29.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	29.00	87.00	25.00
4195	7FM	MISC SUPPLIES OR EXPENSES	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
4422	7FM	SCHOOL SHIPS/ AWARDS/ BENEF	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
4482	7FG	SELF INS-PROP CASUALTY	719.00	.00	.00	719.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	719.00	.00	100.00
		Total of Operations	501,458.00	1,888.38	1,976.56	10,767.26	298,149.96	.00	.00	.00	.00	.00	.00	.00	.00	.00	312,782.16	188,675.84	62.37
		Total of Unit 7534	799,416.00	19,192.65	20,430.25	27,607.59	314,732.12	.00	.00	.00	.00	.00	.00	.00	.00	.00	381,962.61	417,453.39	47.78

Credit Card Expenses

January 31, 2025

CH Full Name	Comp Supp Name	Post Date	Item Total	GL: FUND	GL: DEPT	UNIT_SUBU	GL: OBJ
CLAYTON, AMANDA	ODP BUS SOL LLC	01/27/25	\$40.14	7005	062	7528	4450
CLAYTON, AMANDA	PUBLIX #436	01/28/25	\$87.44	7005	062	7528	4450
CLAYTON, AMANDA	CRESTLINE	01/29/25	\$7,328.28	7005	062	7528	4412
CLAYTON, AMANDA	WAL-MART #0942	01/30/25	\$9.57	7005	062	7528	4450
CLAYTON, AMANDA	IHOP 360225	01/31/25	\$78.97	7005	062	7528	4450
CUEVAS SAYAGO, LEONOR	PUBLIX #436	01/07/25	\$32.28	0001	062	7522	4135
CUEVAS SAYAGO, LEONOR	WINN-DIXIE	01/14/25	\$32.54	7005	062	7522	4135
CUEVAS SAYAGO, LEONOR	SYSCO CORP	01/16/25	\$4,124.70	7005	062	7522	4135
CUEVAS SAYAGO, LEONOR	PUBLIX #436	01/17/25	\$106.94	7005	062	7522	4135
CUEVAS SAYAGO, LEONOR	BANGLA BAZAAR UCF	01/17/25	\$35.96	7005	062	7522	4135
CUEVAS SAYAGO, LEONOR	WAL-MART #1084	01/24/25	\$77.82	7005	062	7522	4135
CUEVAS SAYAGO, LEONOR	PUBLIX #1501	01/30/25	\$80.25	7005	062	7522	4135
DEONARINE, VIDYA D	TEACHSTONE TRAINING	01/09/25	\$135.00	7005	062	7522	4040
DEONARINE, VIDYA D	FSP COUNCIL FOR PROFESSIO	01/10/25	\$425.00	7005	062	7522	4040
DEONARINE, VIDYA D	WM SUPERCENTER	01/13/25	\$89.91	7005	062	7522	4115
DEONARINE, VIDYA D	FSP COUNCIL FOR PROFESSIO	01/14/25	\$425.00	7005	062	7522	4040
DEONARINE, VIDYA D	IMAGINE LEARNING LLC	01/14/25	\$218.00	7005	062	7522	4115
DEONARINE, VIDYA D	THE HOME DEPOT	01/29/25	\$139.60	7005	062	7522	4115
DUCK, CORTINA	OFM INSPECTIONS	01/06/25	\$126.04	7005	062	7522	3167
DUCK, CORTINA	OFM INSPECTIONS	01/06/25	\$330.20	7005	062	7522	3167
DUCK, CORTINA	OFM INSPECTIONS	01/06/25	\$195.00	7005	062	7522	3167
DUCK, CORTINA	USPS PO 1169260806	01/08/25	\$32.00	7005	062	7522	3167
DUCK, CORTINA	OFD ADMINISTRATION	01/08/25	\$100.00	7005	062	7522	3167
DUCK, CORTINA	OFM INSPECTIONS	01/08/25	\$47.00	7005	062	7522	3167
DUCK, CORTINA	NIC -AGENCY FOR HLTHCR	01/20/25	\$12.39	7005	062	7522	3167
DUCK, CORTINA	OFFICE DEPOT	01/27/25	\$42.86	7005	062	7522	4110
DUCK, CORTINA	ODP BUS SOL LLC	01/27/25	\$8.48	7005	062	7522	4110
DUCK, CORTINA	ODP BUS SOL LLC	01/27/25	\$362.45	7005	062	7522	4110
DUCK, CORTINA	NIC -DCF-CARES	01/27/25	\$101.00	7005	062	7522	3167
ELIBERT, MIGUERLINE	WATER COFFEE DELIVERY	01/07/25	\$674.83	7002	062		
ELIBERT, MIGUERLINE	CORPORATE INTERIORS	01/09/25	\$3,754.42	7002	062		
ELIBERT, MIGUERLINE	AMAZON MKTPL	01/09/25	\$21.36	7002	062		
ELIBERT, MIGUERLINE	ODP BUS SOL LLC	01/13/25	\$333.09	7002	062		
ELIBERT, MIGUERLINE	ODP BUS SOL LLC	01/13/25	\$12.56	7002	062		
ELIBERT, MIGUERLINE	ODP BUS SOL LLC	01/13/25	\$10.80	7002	062		
ELIBERT, MIGUERLINE	ODP BUS SOL LLC	01/13/25	\$298.98	7002	062		
ELIBERT, MIGUERLINE	ODP BUS SOL LLC	01/13/25	\$37.18	7002	062		
ELIBERT, MIGUERLINE	ODP BUS SOL LLC	01/13/25	\$30.87	7002	062		
ELIBERT, MIGUERLINE	SAMS CLUB#6212	01/15/25	\$367.98	7002	062		
ELIBERT, MIGUERLINE	CORPORATE INTERIORS	01/15/25	\$262.19	7002	062		
ELIBERT, MIGUERLINE	WAL-MART #3782	01/15/25	\$53.08	7002	062		
ELIBERT, MIGUERLINE	SAMSClub #6212	01/17/25	\$8.88	7002	062		
ELIBERT, MIGUERLINE	WATER COFFEE DELIVERY	01/17/25	\$946.72	7002	062		
ELIBERT, MIGUERLINE	AMAZON MKTPL	01/27/25	\$208.90	7002	062		
ELIBERT, MIGUERLINE	PAYPAL IMAGES HOPE	01/28/25	\$575.00	7002	062		
ELIBERT, MIGUERLINE	AMZN Mktp US	01/30/25	\$5.99	7002	062		
ELIBERT, MIGUERLINE	AMAZON MKTPL	01/31/25	\$20.69	7002	062		
ELIBERT, MIGUERLINE	AMAZON MKTPL	01/31/25	\$418.18	7002	062		
INFANTE, SILVIO	IMULCHFL INC	01/06/25	\$1,575.00	7005	062	7534	3810
INFANTE, SILVIO	THE HOME DEPOT	01/06/25	\$152.75	7005	062	7534	3810
INFANTE, SILVIO	THE HOME DEPOT	01/06/25	\$152.75	7005	062	7534	4115
INFANTE, SILVIO	THE HOME DEPOT	01/06/25	\$152.75	7005	062	7534	4126
INFANTE, SILVIO	FORESTRY RESOURCES	01/07/25	\$30.50	7005	062	7534	3810
INFANTE, SILVIO	HARBOR FREIGHT TOOLS	01/09/25	\$57.92	7005	062	7534	3820
INFANTE, SILVIO	HARBOR FREIGHT TOOLS	01/09/25	\$57.92	7005	062	7534	4126
INFANTE, SILVIO	THE HOME DEPOT	01/20/25	\$39.92	7005	062	7534	4126
INFANTE, SILVIO	THE HOME DEPOT	01/29/25	\$263.68	7005	062	7534	3810
INFANTE, SILVIO	THE HOME DEPOT	01/29/25	\$263.68	7005	062	7534	4115
MOORE, SANDRA	AMAZON MKTPL	01/06/25	\$34.66	7005	062	7528	4115
MOORE, SANDRA	AMAZON MKTPL	01/06/25	\$321.52	7005	062	7528	4110
MOORE, SANDRA	AMAZON MKTPL	01/06/25	\$321.52	7005	062	7528	4115
MOORE, SANDRA	AHASLIDES	01/08/25	\$49.95	7005	062	7521	4020
MOORE, SANDRA	INTERNATIONAL TRANSACTION	01/08/25	\$0.50	7005	062	7521	4020
MOORE, SANDRA	SAMS CLUB RENEWAL	01/13/25	\$50.00	7005	062	7521	4010
MOORE, SANDRA	IN CAPTAIN CARNIVAL LLC	01/14/25	\$1,050.00	7005	062	7522	4412
MOORE, SANDRA	AMAZON MKTPL	01/31/25	\$52.96	7005	062	7521	4115
MOORE, SANDRA	AMAZON MKTPL	01/31/25	\$17.79	7005	062	7521	4115
RIVERA, LIMARYS	CRAYOLAEXPERIENCE COM	01/13/25	\$126.39	7001	062	7522	
RUFF, SANDRA D	RIVHSA 2025 ATCE	01/03/25	\$485.00	7005	062	7525	4030
RUFF, SANDRA D	SOUTHWES 5262594632940	01/06/25	\$555.96	7005	062	7525	3420
RUFF, SANDRA D	RIVHSA 2025 ATCE	01/08/25	\$585.00	7005	062	7525	4030
RUFF, SANDRA D	SOUTHWES 5262596479523	01/08/25	\$534.96	7005	062	7525	3420
RUFF, SANDRA D	RIVHSA 2025 ATCE	01/08/25	\$100.00	7005	062	7525	4030
RUFF, SANDRA D	MARRIOTT CHRLSTN RIVER	01/20/25	\$639.78	7005	062	7525	3420

Credit Card Expenses

January 31, 2025

RUFF, SANDRA D	FLORIDA HEAD START ASSOCI	01/29/25	\$900.00	7005	062	7525	4030
STEPHENS, TAYONA	PLAK SMACKER	01/06/25	\$1,839.99	7005	062	7527	4115
STEPHENS, TAYONA	SCHOOL HEALTH CORP	01/10/25	\$1,752.07		062		
STEPHENS, TAYONA	SCHOOL HEALTH CORP	01/13/25	\$78.28		062		
STEPHENS, TAYONA	SCHOOL HEALTH CORP	01/16/25	\$379.60		062		
STEPHENS, TAYONA	SCHOOL HEALTH CORP	01/27/25	\$134.90		062		
TEMPLE, REGINA	WAL-MART #0955	01/08/25	\$167.40	7005	062	7522	4135
TEMPLE, REGINA	WM SUPERCENTER	01/08/25	\$7.32	7005	062	7522	4135
TEMPLE, REGINA	WAL-MART #0908	01/13/25	\$39.96	7005	062	7522	4123
TEMPLE, REGINA	PUBLIX #605	01/22/25	\$10.98	7005	062	7522	4135
TEMPLE, REGINA	PUBLIX #605	01/24/25	\$28.25	7005	062	7522	4135
TEMPLE, REGINA	PUBLIX #605	01/30/25	\$27.15	7005	062	7522	4135
VILLALOBOS, NANCY	PYRAMIDNTI UNIVERSITY	01/09/25	\$50.00	7005	062	7525	4030
VILLALOBOS, NANCY	HILTON CAPITAL SERTIFI	01/10/25	\$897.45	7005	062	7525	3420
VILLALOBOS, NANCY	HILTON CAPITAL SERTIFI	01/10/25	\$1,196.60	7005	062	7525	3420
VILLALOBOS, NANCY	HILTON CAPITAL SERTIFI	01/10/25	\$897.45	7005	062	7525	3420
VILLALOBOS, NANCY	HILTON CAPITAL SERTIFI	01/10/25	\$897.45	7005	062	7525	3420
VILLALOBOS, NANCY	HILTON CAPITAL SERTIFI	01/10/25	\$897.45	7005	062	7525	3420
VILLALOBOS, NANCY	PAYPAL ORANGECOUNT	01/13/25	\$1,000.00	7005	062	7525	4030
VILLALOBOS, NANCY	PAYPAL PALS	01/13/25	\$1,075.00	7005	062	7525	4030
VILLALOBOS, NANCY	RIVHSA 2025 ATCE	01/15/25	\$585.00	7005	062	7525	4030
VILLALOBOS, NANCY	SOUTHWES 5262599451068	01/16/25	\$551.96	7005	062	7525	3420
VILLALOBOS, NANCY	FLORIDA HEAD START ASSOCI	01/17/25	\$3,300.00	7005	062	7525	4030
Total			\$47,253.64				

**Head Start Policy Council
Human Resources Committee
January 2025 Actions**

I. Pending Approval for hire

Job Title	Candidate's Name

II. Termination from employment (Involuntarily)

Job Title	Reason	Employee's Name

III. Separation from employment (Voluntarily)

Job Title	Reason	Employee's Name
Administrative Facilitator	Eligible for Subsidy	Lola Banks
Teacher's Aide	Another Job	Heidi Dominguez
Teacher Assistant	Health Reasons	Heloisa Moreira
Teacher' Aide	Work Environment	Deshaundelyn Randolph
Teacher Assistant	Work Life Balance	Danelys Rivera-Castilla
Teacher	Family Reasons	Oriana Roas Escalona

III. Current Head Start Openings – As of 2/13/25

Job Title	Number of Positions	Potential Candidates in process for hire
Sr. Family Service Worker	1	
Family Service Worker	1	
Maintenance Technician	1	
Teacher	11	
Teacher Assistant	15	
Behavior Inclusion Specialist	1	
Administrative Facilitator	1	

ORANGE COUNTY HEAD START 2024-2025



ERSEA REPORT

MONTH: January YEAR: 2025

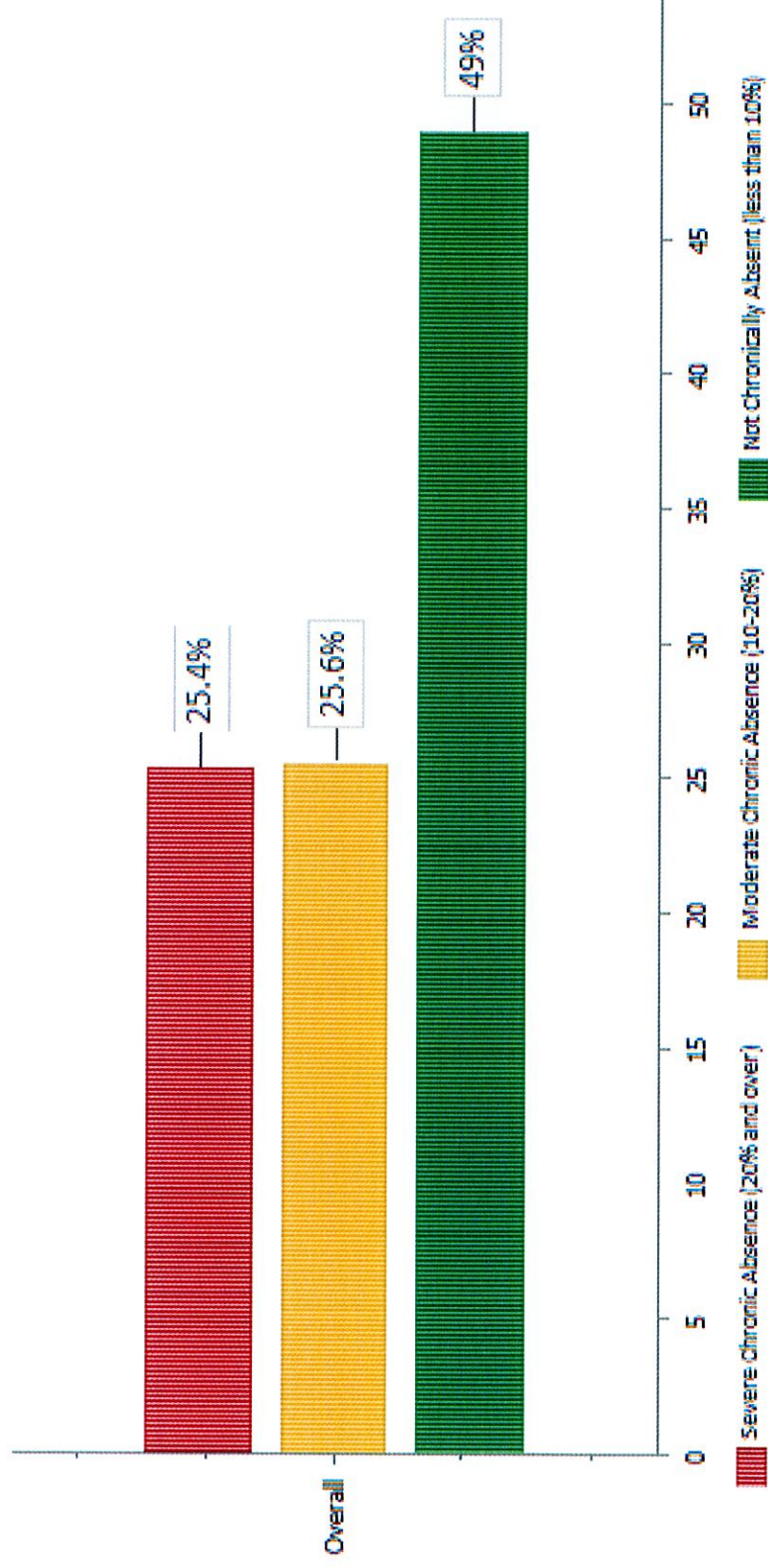
Sites	Funded Enrollment	Monthly Enrollment	10% IEP YTD	Drops YTD	Monthly Waiting List	Monthly New Applications 2023-2024	Monthly Applications 2024-2025	Monthly Attendance
Aloma	40	40	6	4	6	0	N/A	93%
Bithlo	34	29	4	0	0	1	N/A	85%
Callahan	49	45	2	8	3	2	N/A	81%
Dillard	36	36	4	4	14	0	N/A	84%
Dover Shores	54	54	2	6	16	2	N/A	88%
East Orange	112	101	12	31	0	3	N/A	82%
Engelwood	57	57	15	8	5	2	N/A	88%
Hal P Marston	80	79	6	10	11	1	N/A	82%
John Bridges	129	129	6	16	13	2	N/A	89%
Lila Mitchell	70	68	5	17	4	0	N/A	84%
Lovell	34	34	6	8	5	1	N/A	92%
McCoy	37	37	6	3	8	0	N/A	85%
Millennia	35	35	4	4	5	1	N/A	83%
Pine Hills	188	188	17	14	31	7	N/A	89%
Riverside	36	34	5	6	16	1	N/A	89%
S.O YMCA	54	52	5	11	1	0	N/A	87%
Southwood	109	108	9	13	11	0	N/A	84%
Taft	110	99	10	16	10	1	N/A	85%
Three Points	57	55	9	12	3	0	N/A	90%
Ventura	37	37	4	5	4	0	N/A	74%
WS ELC	86	78	10	18	4	0	N/A	82%
WS Elementary	57	57	2	3	2	0	N/A	85%
West Oaks	35	35	3	5	9	1	N/A	88%
OCHS Total	1536	1487	152 (10.2%)	222	181 (11.78%)	25	N/A	86%
Goal			10%	-0-Cho	10%			90%

2335 - Attendance Works Chronic Absence Charts

Program Term: Head Start 2024-2025 | All | Enrollment Status: Enrolled Only | Charts to Include: All | Graph By: Percentage of participants | Level: Per Agency | Time Frame: 1/01/2025 - 1/31/2025 | Page Break: None | Flag/Group: Not Filtered | Program Option: All | Responsible Staff: All

CHRONIC ABSENCE (Percentage)

Orange County Head Start



Recruitment Efforts per Site		
Aloma	4	La Aloma Apts, Indigo Winter Park Apts., Carlton Arms Winter Park and Sunbay Apts.
Bithlo	3	UCF College of Nursing, Lighthouse Resource Center and Sharing the Blessings Homeless Ministries
Callahan	4	Center for Change, Community Resource Fair (Winter Park), Physical Therapy Specialist of Winter Park and Jewett Orthopedic
Dillard	3	Dream Cuts, Cricket Wireless and Greenberg Dental
Dover Shores	5	Dover Shores Community Center, Juntight Nails, Queens Nails, Pet Supermarket and KG Store
East Orange	3	La Petite Academy, McDonald's and WIC (Health Department)
Engelwood	3	Coin Laundry, Sedano's Supermarket and Tom's Coin Laun
Hal P Marston	3	Sunoco, get n Go Good Mart and Right Way Food Store
John Bridges	5	Apopka Zellwood NCF, Willow Lake, Marden Ridge, Taylor Apts. and Pediatric Associates
Lila Mitchell	3	Orange Blossom Health, MLK Parade and EOS Fitness
Lovell	3	Optical Eyeland, Diamond Barber Studio and 5 Star Nail
McCoy	2	Growing Together and Compassion Pediatrics
Millenia Elementary	3	Pediatric Urgent Care PM, Pediatric of Greater Orlando and Kidz MD Pediatrics
Pine Hills	3	Neighborhood Walmart on John Young Pkwy, Washington Shores Plaza and the Indian American Business Association
Southwood	5	Woodhollow Apts., The Club at Millenia, Oak Ridge Baptist Church and Oak Harbor Apts.
SO YMCA	3	Plaza Tropical Supermarket, Sunfood Mart and the Plaza Cubana, Inc.
Taft	4	Iglesia de Dios Pentecostal, Publix Supermarket, United Stated Postal Office and Taft NCF Financial Literacy w/Vystar
Three Points	8	Orange County Community Services, Dept. of Citizen Resources and Outreach, Orange County Family Self Sufficiency Program, Samaritan Resource Center, Three Points Parent Liaison, Florida Sports Martial Arts Academy, Barbershop (Barber Life), Shorimar Hair and More Salon and the Venezuela Bakery #2)
Ventura	Same as Aloma	La Aloma Apts., Indigo Winter Park Apartments, Carlton Arms Winter Park and Sunbay Apts.
WS ELC	7	Kirkman Shoppes Plaza, Hidden Cove Apts., Bella Vista Apts., Bella Capri Apts., Acclaim at Conroy, Ruta Supermarket and Murchinson Terrace Apts.
WS Elementary	3	Little Jewels Daycare, Murchinson Terrace and Washington Shores Elementary
West Oaks	3	Barbershop/Burlington Plaza, Multi-Cultural Center and Woodhill Apts.
Total	80	

January 2025 Updates:

- Open Enrollment 2024-25: [January 2025](#)
- Updates Returning Enrollment: N/A / VPK: [535](#)
- Funded Enrollment 2024-2025: [1536 Current / Full Day - Full Year 684](#)

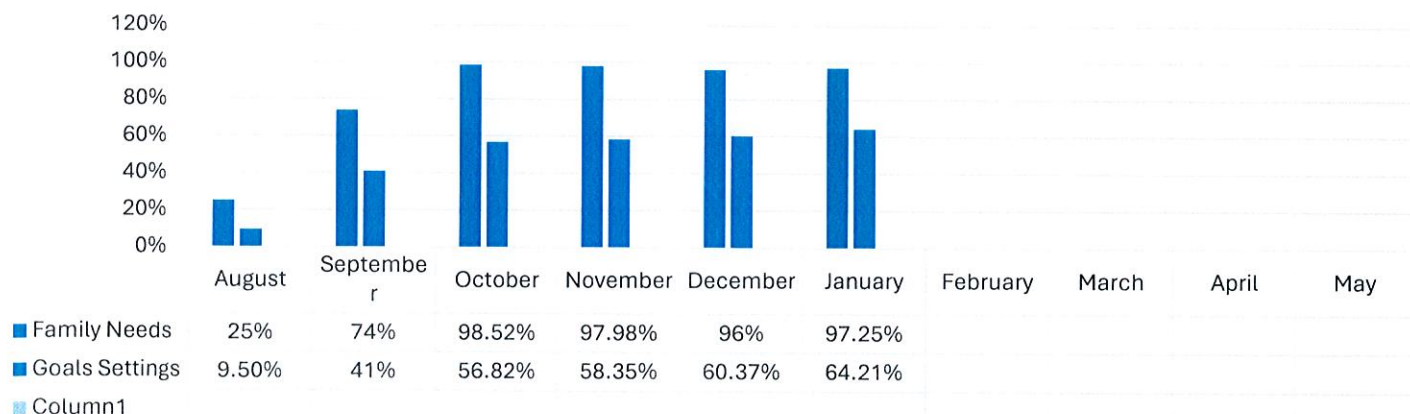
FAMILY ENGAGEMENT

Creating Connections, Building Bridges... Together.

Monthly Report: January 2025

Family Services Activities	Aug 2024	Sept 2024	Oct 2024	Nov 2024	Dec 2024	Jan 2025	Feb 2025	Mar 2025	April 2025	May 2025	June 2025
Number of Fatherhood Activities	19	24	22	21	21	22					
Number of Fatherhood Participants	265	391	419	367	362	387					
Number of Parent Educational Trainings Provided	23	19	13	16	14	13					
Number of Parents Attended	582	412	132	307	326	291					
Number of Families Experiencing Homelessness YTD	43---	54	81	79	78	82					
Number of Families Acquired housing	6--	3	5	3	1	0					
Number of ESL/GED Training	0	0	90	95	97	100					
Number of Parents involved in Health Education	0	0	0	466	478	495					

Chart Title



January 2025

[illegible]

Approaches to Learning	Early Math	English Language Acquisition	Language	Literacy	Logic & Reasoning	Nature and Science	Physical Development & Health	Social & Emotional Development	Social Studies	Technology	School Readiness
533	499	493	481	475	544	474	510	487	513	528	502
517	487	489	474	472	537	466	500	481	510	515	494

■ OCHS #3yrs old children using Galileo System January 2025 # 650
 ■ Nation #3yrs old children using Galileo System January #1542

BENCHMARKS January 2025												
APL	CA	EM	ELA	LANG	LIT	LR	NS	PDH	SED	SS	TECH	SR
487	502	466	487	444	454	517	449	468	450	488	480	460

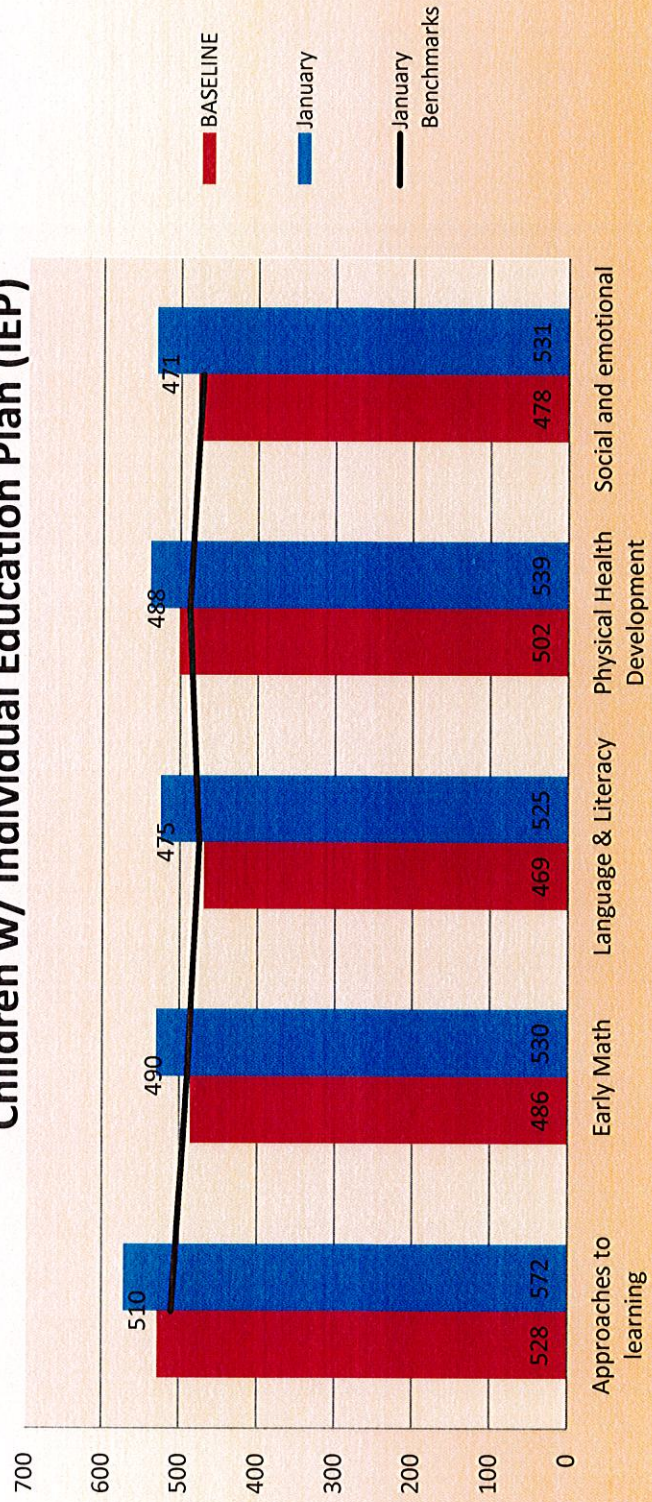
700



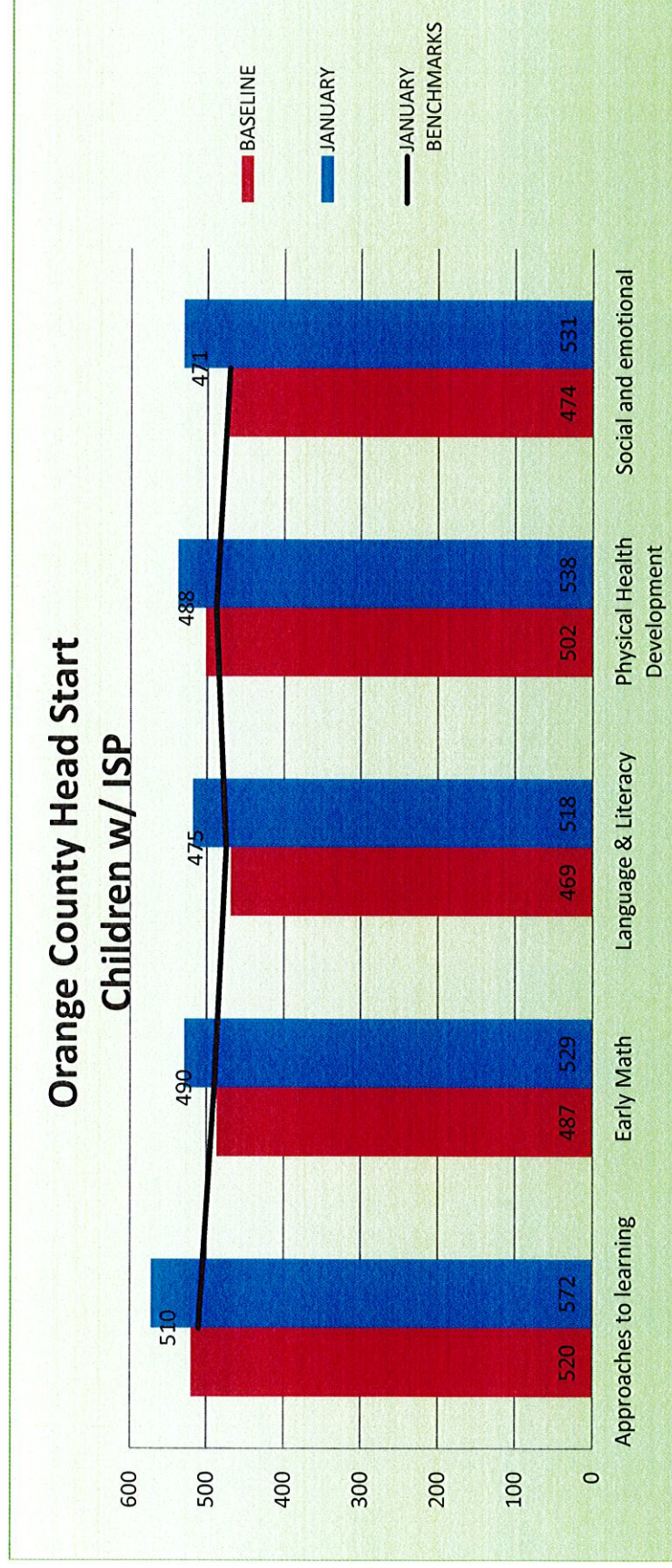
Benchmark January 2025												
App	CA	EM	ELA	LAN	LIT	L&R	N&SC	PD&H	S&ED	SS	TECH	SR
532	564	514	522	495	505	560	498	507	492	532	522	513

	BASELINE	January	January Benchmarks
Approaches to learning	528	572	510
Early Math	486	530	490
Language & Literacy	469	525	475
Physical Health Development	502	539	488
Social and emotional	478	531	471

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

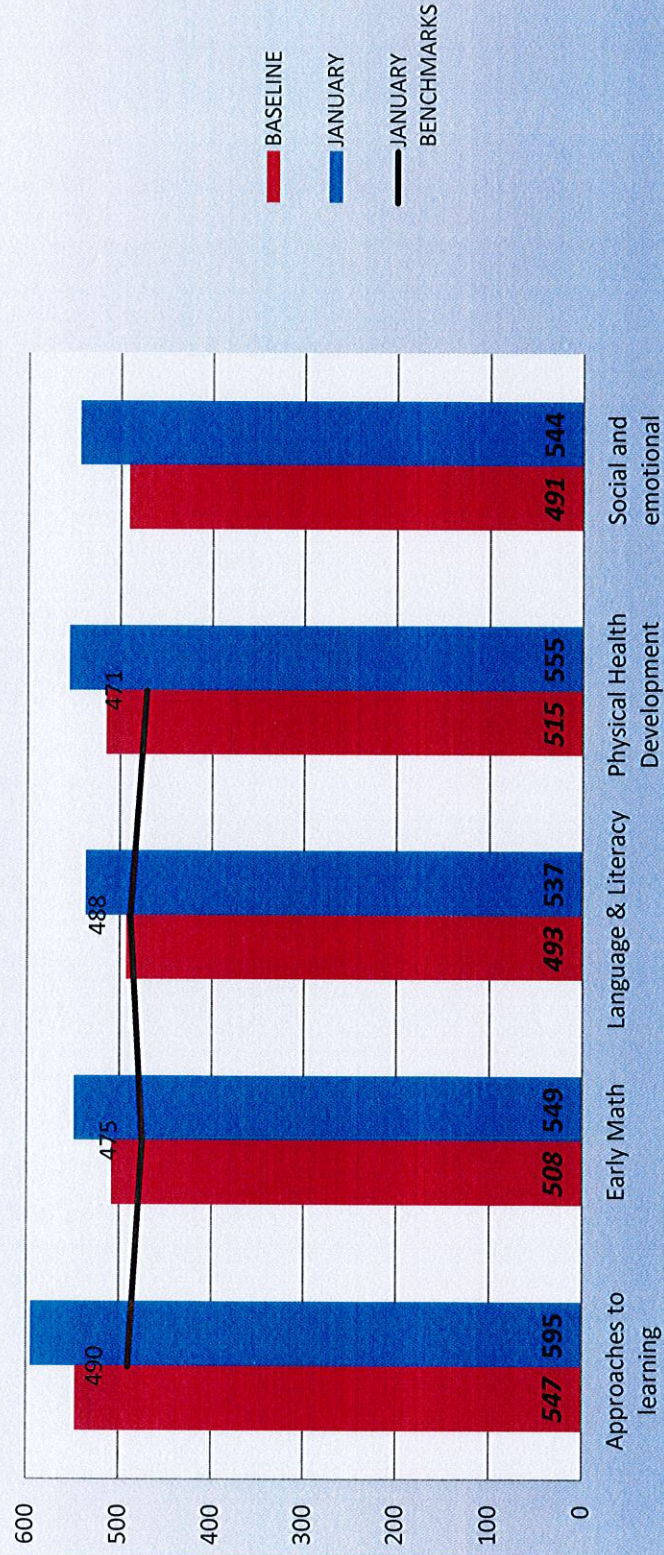


	BASLINE	JANUARY	JANUARY BENCHMARKS
Approaches to learning	520	572	510
Early Math	487	529	490
Language & Literacy	469	518	475
Physical Health Development	502	538	488
Social and emotional	474	531	471



	BASELINE	JANUARY	JANUARY BENCHMARKS
Approaches to learning	547	595	510
Early Math	508	549	490
Language & Literacy	493	537	475
Physical Health Development	515	555	488
Social and emotional	491	544	471

Orange County Head Start Children w/ Behavior Plan



Orange County Head Start Medical and Dental Unit Monthly Report

2024-2025 School Year

Program Description	September	October	November	December	January
Total Number of HS children served (report source: CP2001)	1372	1500	1494	1501	1482
Number of children meeting requirement of health physicals: (report 3035)	1313	1459	1494	1499	1479
Number of HS families referred to the FQHC for medical and/or dental services. (report 4120)	5	4	6	1	0
Number of HS children medical home requirement (report 3021)	1456	1500	1500	1500	1472
Number of HS children meeting immunization requirement (3320)	1344	1484	1494	1501	1482
Number of HS children with a dental exam (report 3035)	1006	1311	1367	1382	1384
Number of HS children needing dental treatment (report 3035)	209	260	271	312	318
Number of Health Action Plan (report 2110)	278	306	319	321	326
Number of monthly sites visit by RN, LPN & LPN	10	22	23	23	23

1536 Funded (Actual 1482)

MAINTENANCE MONTHLY REPORT

January 2025

1. WORK ORDERS

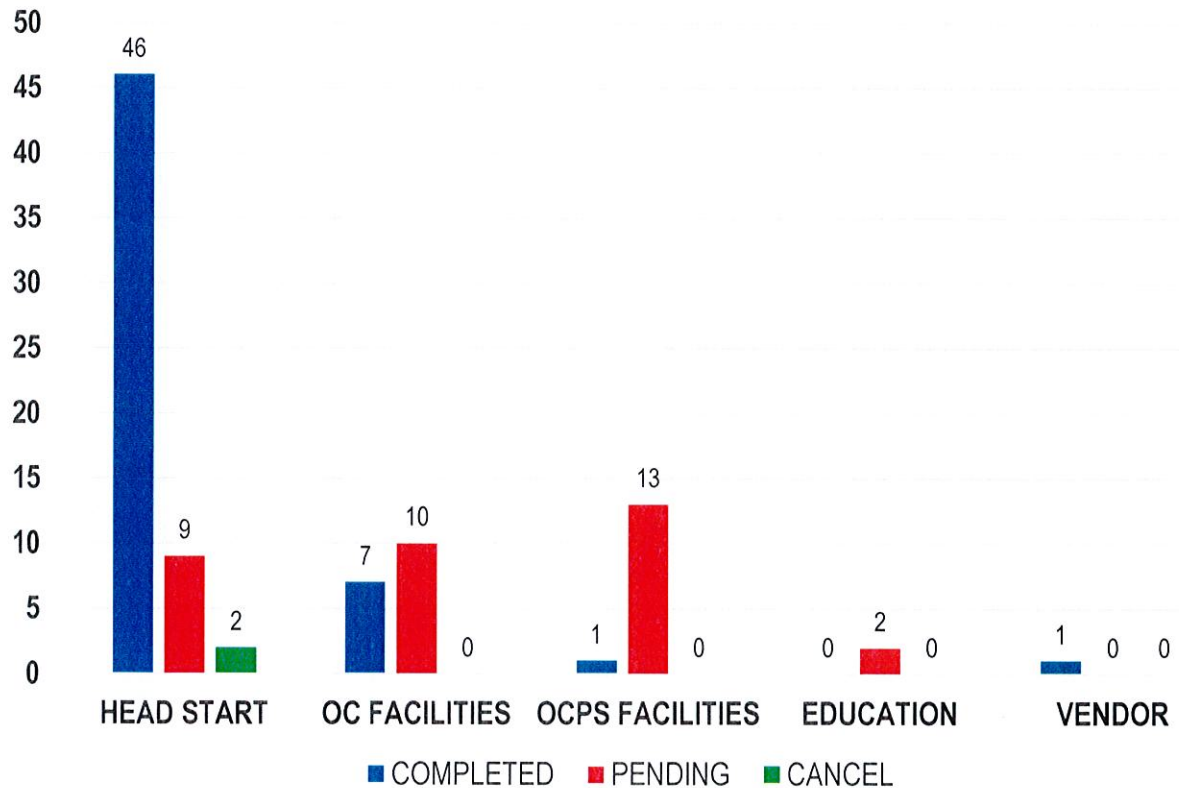
During January of 2025, a total of 91 work orders were created through ChildPlus and processed as follows:

CHILPLUS WORK ORDERS

Jan-25

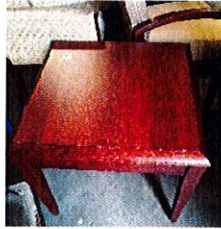
ASSIGNED TO	COMPLETED	PENDING	CANCEL	TOTAL
HEAD START	46	9	2	57
OC FACILITIES	7	10	0	17
OCPS FACILITIES	1	13	0	14
EDUCATION	0	2	0	2
VENDOR	1	0	0	1
TOTAL	55	34	2	91

CHILDPLUS WORK ORDERS JANUARY 2025



2. DELIVERY

- We support the recruitment area in the last event with chais and tables.
- We received and located in the Warehouse multiple pieces of furniture donated from Orange County Facilities to Head Start.

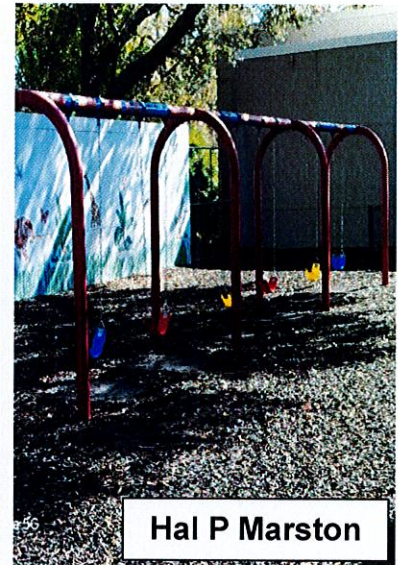


3. RENOVATION

- We clean the ABC carpets in all the classrooms in the Pine Hill Center.



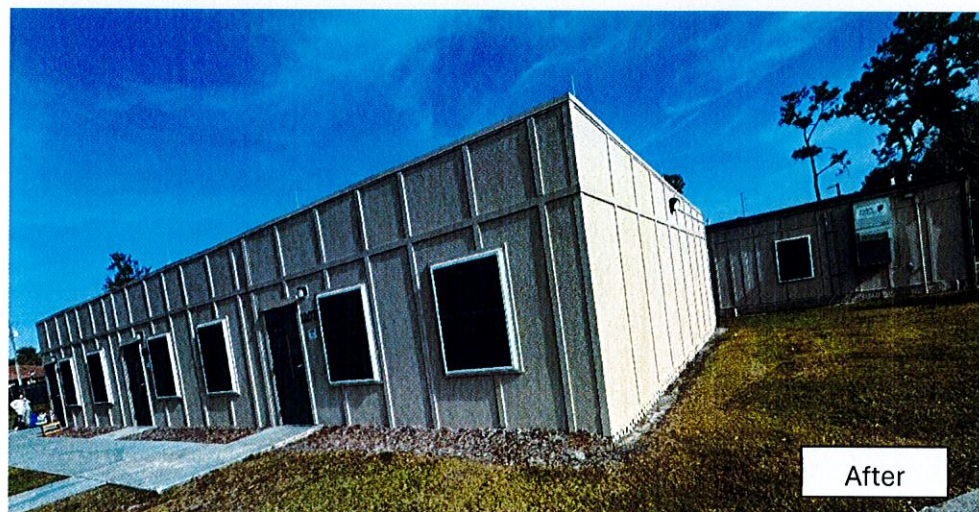
- We replace all the swing seats and some chains in the following playgrounds:



- We put new mulch in all the Pine Hills old Playground



- We did Pressure Washers all around the buildings of East Orange Center.

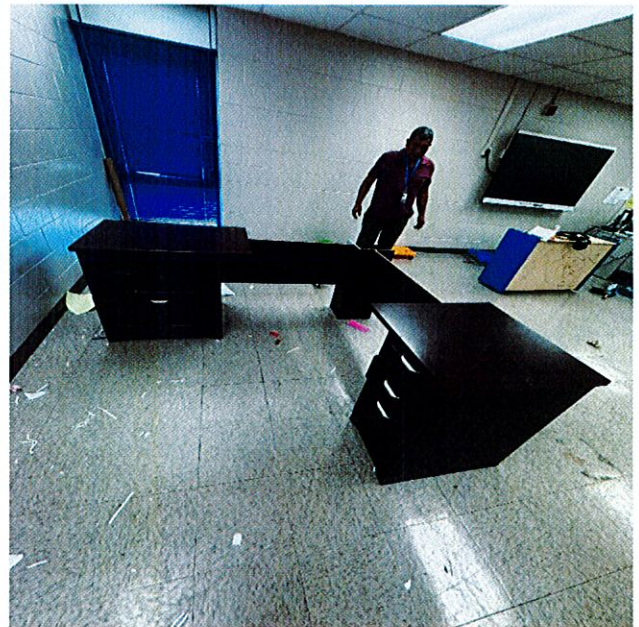
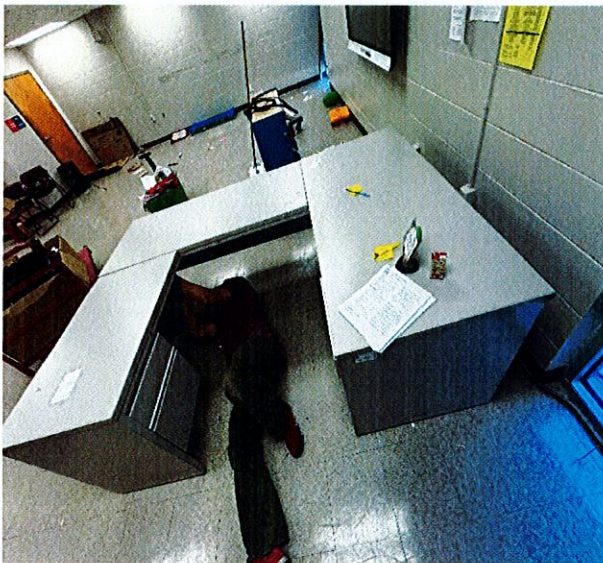


4. SPECIAL PROJECTS

- We picked up leaves from Hal P Marston Playground.



- We returned all the classroom pieces of furniture to the original building in the Washington Shore Elementary Annex (ELC)



- We gave orientation to new employees (Center Managers) about ChildPlus Work Order System.

ORANGE COUNTY HEAD START
Corrective Action Plan: Significant Health and Safety Incidents

CITATION	1302.90(c)(1)(v) Safety Practices: Personnel policies (c) standard of conduct. (1) A program must ensure all staff, consultants, contractors, and volunteers abide by the program's standards of conduct that: (v) ensure no child is left alone or unsupervised by staff, consultants, contractors, or volunteers while under their care.
DESCRIPTION OF NON-COMPLIANCE	The grant recipient did not ensure no child was left alone or unsupervised while under the care of its staff. - On September 17, 2024, the grant recipient had an incident in which staff at the Englewood Head Start center left a 3 years old child unsupervised in the classroom for approximately 20 minutes. - Staff lined up, counted and transitioned the class from the classroom to the lunchroom; however, a child left the line and hid in the classroom unsupervised.

GOAL:	Ensure no child is left alone or unsupervised by staff,
DESIRED OUTCOME:	Increased Accountability and Compliance: All staff members consistently follow procedures to ensure that children are always supervised. Enhanced Awareness and Training: Staff are fully trained on supervision protocols, reducing incidents of unsupervised children.

Region IV Quality Improvement Plan				
Actions Taken	Time Frame/ Date Completed	Person(s) Responsible	Documentation/ Data Tracking	Resources
Update policies to define supervision requirements, including specific ratios for staff-to-children and guidelines for transitions between activities.	January 22, 2025	Management Team teachers	Standard operating procedure #5.18 active supervisor	ECLKC Performance Standards
				Ongoing Monitoring Plan
				Provide updates to Management, Region and Program

ORANGE COUNTY HEAD START
Corrective Action Plan: Significant Health and Safety Incidents

Region IV Quality Improvement Plan						
Actions Taken	Time Frame/ Date Completed	Person(s) Responsible	Documentation/ Data Tracking	Resources	Ongoing Monitoring Plan	
Staff added safety strategies (safety patrols/safety signage) in addition to counting such as sign-in/sign-out logs or head counts on daily health checklist to ensure staff know when a child enters or exits a designated area.	December 2024	Teaching staff Content area experts	Daily health checklist Sign in/out sheet ratio check list Purchase invoices	Standard Operating Procedure Provision of high quality classroom #4.1 Direct Supervision #4.20 Safety patrol vest/stop signs	Child plus monthly reporting system Inventory	
Staff completed training on addressing child incidents through a culture of safety Preventing Injuries/safety incidents and Active Supervision in Early Childhood Programs.	November 25, and November 26, 2024	All Staff	Sign in sheets, video recordings Preventing injuries/safety incidents: 11/25/2024 and Active Supervision 11/26/2024	ECLKC Performance Standards Learning Management System Targeted Solutions	Provide updates to Management, Region and Program	
Provide regular training to staff on the importance of continuous supervision, the risks of unsupervised children, and strategies for maintaining oversight.	February 3, 2025-	All staff	Learning Management System	MyOCLearn	Vector Solution Completion Report target trainings	
Implement regular observations and unannounced checks by supervisors to ensure compliance with supervision policies	November 2024 January 2025	Center Supervisors Content Area Experts	Monitoring Reports Monthly Child plus reports	Child plus	Provide updates to Management, Region and Program	

ORANGE COUNTY HEAD START
Corrective Action Plan: Significant Health and Safety Incidents

Region IV Quality Improvement Plan					
Actions Taken	Time Frame/ Date Completed	Person(s) Responsible	Documentation/ Data Tracking	Resources	Ongoing Monitoring Plan
Revise the internal reporting system where staff can immediately report any lapses in supervision or concerns about potential safety hazards.	December 2024	All staff	Daily health checklist	Standard Operating Procedure Direct Supervision #4.20 Reassignment of children #4.3	Provide updates to Management, Region and Program
Create and distribute reports to Policy Council, governing board, and all staff detailing any deficiencies in supervision and corrective actions taken.	December 2024 And January 2025	Senior Program manager	Agenda Sign in sheets Child plus report	ECLKC Performance standards	Provide updates to Management, Region and Program
Held a pre-determination hearing for staff found in violation of supervision protocols and implement disciplinary actions, such as suspension without pay, as necessary to reinforce accountability.	November 25, 2024	Management	PDH notification letter	Standard operating procedures Orange county regulations	Provide updates to Management, Region and Program

ORANGE COUNTY HEAD START
Corrective Action Plan: Significant Health and Safety Incidents

Ensure Safety Practices by Reviewing and Revising Policy and Procedures						
GOAL:	1. Safety procedures are clearer, updated, and tailored to the needs of the Head Start environment identifying and mitigating hazards. 2. A culture of safety is embedded in daily operations, with continuous attention to safety practices by all staff.					
DESIRED OUTCOME:						
Region IV Quality Improvement Plan						
Actions Taken	Time Frame/ Date Completed	Person(s) Responsible	Documentation/ Data Tracking	Resources	Ongoing Monitoring Plan	
Review current policies and procedures for safety to identify gaps or outdated practices. This should include input from staff, parents, and safety experts.	January 22, 2025 -	Management staff	Standard Operating Procedures 4.1, 4.3, 5.8 Monthly Reports Minutes DCF reports	ECLKC Performance Standards	Provide updates to Management, Region and Program	
Update and revise policies ensuring they meet current safety standards and best practices for early childhood education settings.	January 22, 2025 -	Management staff	Standard Operating Procedures Monthly Reports Minutes DCF reports	ECLKC Performance Standards Department Of Children and Families	Provide updates to Management, Region and Program	
Ensure that all staff members, parents, and stakeholders are informed of revised safety protocols, including any changes or new practices. Purchase safety door knobs for all classrooms	February 2025	Management staff	Standard Operating Procedures Monthly Reports Minutes DCF reports Purchase order	ECLKC Performance Standards Care for our children Receipts/invoices	Provide updates to Management, Region and Program Inventory report	

ORANGE COUNTY HEAD START
Corrective Action Plan: Significant Health and Safety Incidents

Region IV Quality Improvement Plan					
Actions Taken	Time Frame/ Date Completed	Person(s) Responsible	Documentation/ Data Tracking	Resources	Ongoing Monitoring Plan
Offer regular training on the updated safety policies, ensuring all staff are familiar with protocols for emergency situations, illness prevention, and daily safety routines.	February 2025	Management staff and content area experts	Standard Operating Procedures Learning Management SYStem	MY OCLEARn Child Plus data system	Provide updates to Management, Region and Program
Develop systems for staff and parents to provide feedback on safety practices and report any issues, allowing for continuous evaluation and improvement.	February 2025 -	Senior Program Manager and Quality Assurance Team	Surveys Evaluation Reports	Child Plus School Messenger Survey Monkey	Provide updates to Management, Region and Program



ADMINISTRATION FOR
CHILDREN & FAMILIES

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

From: Sherice Horton (sherice.horton@acf.hhs.gov)

Grant Number: 04CH011834

Grantee Name: County of Orange

Hello Sonya,

County of Orange, FL (04CH011834)

Citation Number: 1302.90(c)(1)(v)

Finding Type: DEF

Citation Narrative

- The grant recipient did not ensure no child was left alone or unsupervised while under the care of its staff.

Additional Details From This Review Event

- The grant recipient had an incident in which staff at the Englewood Head Start Center left a 3-year-old child unsupervised in the classroom for approximately 20 minutes.
- On September 17, 2024, staff lined up, counted, and transitioned the class from the classroom to the lunchroom; however, a child left the line and hid in the classroom unsupervised.
- The teacher assistant noticed the child was not at the lunch table and found the child in the classroom.

We are requesting the documentation below as part of this review. Please send the documents below via HSES correspondence by the end of the day on 2/8/25. Please send each item in a separate file that is clearly labeled, such as 1. Policies and procedures, 2. Training, etc. if more than one citation please add the citation number such as "1302.42 1. Policies and procedures"

Before sending documents, please conceal any personally identifiable information (PII). Documents containing PII cannot be accepted. PII means any information that could identify a specific individual, including but not limited to a child's name, name of a child's family member, street address of the child, social security number, or other information that is linked or linkable to the child.

Documents Requested

1. Corrective Action Plan-**is there a finalized one? Other than one sent on 11/20?**
2. Policies and procedures specific to the finding(s) (**Please underline or highlight new or revised language.**)
3. Training specific to ensuring the finding(s) (**Please provide agendas, sign-in sheets or electronic verification, materials and/or handouts used, training checklists, and any surveys or tools used**)

during the timeframe for correction)

4. Documentation of any support provided by T/TA, including participants, training materials/hand-outs, and pre/post letters, summary report with who provided the training.
5. Procedures for monitoring specific to the finding(s)
6. Ongoing Monitoring and tracking measures
7. All updated procedures (4.1,4.2, 4.3, 4.20, AS plan, SOP with updates/revisions clearly highlighted or underlined)
8. A copy of the daily health checklist with additional safety strategies added, highlighted, or underlined along with completed copies of checklists during the TFC
9. Training sign-in sheets and content delivered on 11/25 & 11/26 (this was not during TFC) Other?
10. Staff meeting agendas and sign-in sheets showing highlighted discussions on AS
11. Completed Observations in January (we can discuss #). Who completes, How often? Is there an Ongoing Monitoring plan?
12. Is this change program-wide or center-wide? *Implemented a change in meal arrangements, requiring the classroom to eat in their designated room instead of the cafeteria.* "
13. Copies of the "counting system" procedures, stop signs, and what is safety patrol (written explanation/procedures)

We have our interview on 02/10/25. We will ask various questions about the corrective actions that have been implemented to correct this finding. Please invite the appropriate staff who can speak to the actions taken to correct the finding(s).

Many thanks, and we look forward to speaking with you soon!

Best Regards –

Sherice Horton, Program Specialist
Tim Adams, Follow-Up Lead, DLH

Attachments: None

Please login to HSES (<https://hses.ohs.acf.hhs.gov/>) to view and respond.

To be able to log in and respond to a message in HSES under the Correspondence tab, you will need an account. If you do not yet have one, please contact the HSES Help Desk to obtain a user ID and password.

Orange County Head Start Self-Assessment Plan

Objective:

In compliance with Head Start Program Performance Standards 1302.102(b)(2), Orange County Head Start will 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.

Plan:

A mix of stakeholders, including Head Start management and staff, governing body, Policy Council and community partners will come together to complete the self-assessment. Using a strength-based approach, the Self-Assessment team will analyze program data from ongoing monitoring and monthly reports to determine the overall achievements of the program. The results of the Self-Assessment will be used to develop a plan for continuous improvement that will strengthen program quality and ensure sustained progress toward goals and objectives.

The Self-Assessment team will be divided into small groups and assigned a topic to review. A team leader will guide the group through the analysis and discussion about the data provided. The group will document their discoveries and present them to the Self-Assessment team.

Topics:

- Topics for this year's Self-Assessment will include a focus on progress toward program goals, health and safety, family engagement, and technology.

Data:

- Health and Safety Incident Reports
- ChildPlus Reports on family outcomes
- Progress on Technology goal

Subgroups:

The Self-Assessment team will be divided into subgroups and given a focus area in order to:

- Explore systemic issues
- Review and analyze data
- Engage in dialogue about the data
- Examine progress on goals and objectives
- Describe what was discovered through analysis and dialogue

Once the subgroups have completed their review, the Self-Assessment team will come back together as a whole to:

- Consolidate discoveries across teams
- Prepare final recommendations to inform program planning
- Provide feedback on the process to improve next year's self-assessment

Self-Assessment Results:

Recommendations from the Self-Assessment team will be used to create the final report. The final report will be approved by the Policy Council and governing body. The final report will also be used by the program planning team for future planning and goal-setting and to develop a Program Improvement Plan. Once completed, both the Self-Assessment report and the Program Improvement Plan will be submitted to the Regional Office.

Timeline:**January 2025**

- Self-Assessment Kick-Off meeting – January 30, 2025

February 2025

- Send out invitations to join the team – February 5th, 2025
- Present Self-Assessment Plan to Policy Council for Approval – February 20th, 2025

March 2025

- Submit Self-Assessment Plan for Approval to Governing Body – March 3rd, 2025
- SA Orientation for team leaders – March 11th, 2025
- Self-Assessment Orientation and Evaluation – March 25th, 2025

April 2025

- Complete Self-Assessment Report – April 10th, 2025
- Share updates with the Policy Council – April 17th, 2025

May 2025

- Submit SA Report & Program Improvement Plan for Approval to Policy Council – May 15th, 2025

June 2025

- Submit SA Report & Program Improvement Plan for Approval to Governing Body – June 17th, 2025
- Submit SA Report and Program Improvement Plan to Regional Office – June 30, 2025