



Interoffice Memorandum

July 16, 2018

AGENDA ITEM

TO: Mayor Teresa Jacobs
-AND-
Board of County Commissioners

THRU: Lonnie C. Bell, Jr., Director *Lonnie C. Bell*
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 – August 7, 2018**
Filing of Head Start Policy Council Program Information and
Updates for the Official County Record

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

Head Start Policy Council Program Information and Updates	July 2018
Head Start Policy Council Meeting Minutes	June 21, 2018

ACTION REQUESTED: Receipt and filing of Head Start Policy Council Program Information and Updates July 2018 and Head Start Policy Council Meeting Minutes June 21, 2018 for the official county record.

SH/kp:jam

Attachment(s)

c: Randy Singh, Assistant County Administrator
Cristina Berrios, Assistant County Attorney, County Attorney's Office
John Petrelli, Director, Risk Management and Professional Standards
Yolanda S. Brown, Manager, Fiscal Division, Family Services Department
Jamillem Clemens, Grants Supervisor, Finance Division
Patria Morales, Grants Coordinator, Office of Management and Budget



Lonnie C. Bell, Jr.
Director, Family Services

Orange County Government

HEAD START

POLICY COUNCIL

PROGRAM

INFORMATION & UPDATES



Sonya L. Hill
Head Start Division Manager



JULY 2018



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



**POLICY COUNCIL
MEETING**

Who: Policy Council Members

Date: THURSDAY, JULY 19, 2018

Time: 6:30 P.M.

**Location: Great Oak Village Dining Hall
1718 E. Michigan Street
Orlando, FL 32806**

C h i l d C a r e P r o v i d e d

Children's snacks provided

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

SEE YOU THERE!!!!



AGENDA

Orange County Government • Policy Council Meeting
GOV Dining Hall 1718 E. Michigan Street, Orlando, FL 32806
July 19, 2018 6:30 p.m.

1. *Call to Order – Chairperson*
2. *Roll Call – Secretary*
 - *Confirm Quorum*
3. *Adoption of Agenda*
4. *Secretary Report*
 - a. *Review of Minutes from June 21, 2018*
5. *Speakers – Karen Broussard / Second Harvest Food Bank*
6. *Budget Report*
7. *HR Report*
8. *Report of Board of County Commissioners Vote – Khadija Pirzadeh*
9. *Head Start Division Manager's Report – Sonya Hill, Head Start Division Manager*
10. *Commissioner/Commissioner's Liaison Report*
11. *Service Area Reports:*
 - ERSEA, Mental Health & Disabilities, Nutrition, PFCE, Education*
12. *Old Business*
 - a. *Leadership Training Update*
13. *New Business*
 - a. *Star Literacy Testing*
14. *Public Comment*
15. *Adjourn*

Head Start Policy Council
Human Resources Committee
June 2018 Actions

I. Pending Approval for hire

Job Title	Candidate's Name

II. Termination from employment (Involuntarily)

Job Title	Reason	Employee's Name
Technician On Call	End Temporary Employment	Erica Deleon
Technician On Call	End Temporary Employment	Najat Abbaoui
Technician On Call	End Temporary Employment	Stacy Johnson

III. Separation from employment (Voluntarily)

Job Title	Reason	Employee's Name
Family Services Worker	Personal Reasons	Arelys Vega Reyes
Teacher	Retirement	Juliet Frett

IV. Current Head Start Openings – As of 6/30/18

Job Title	Number of Positions	Potential Candidates in process for hire
Center Supervisor	1	
Food Service Assistant	0	
Monitoring & Eval Coordinator	0	
Sr. Family Services Worker	0	
Family Services Worker	5	
Sr. Program Manager	0	
Teacher Assistant	5	
Teacher	4	

Head Start Budget Summary June 2018

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 2017 - 2018	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	ENCUMB	Total YTD	BALANCE	YTD
7521 - ADMINISTRATION	\$1,364,563	\$60,100	\$111,295	\$83,920	\$227,830	\$71,987	\$81,131	\$81,223	\$82,618	\$80,886	\$4,713	\$880,972	\$478,878	% 65
7522 - OPERATIONS	\$9,953,131	\$641,625	\$1,138,410	\$657,027	\$1,331,760	\$777,452	\$165,685	\$58,031	\$826,095	\$589,179	\$105,353	\$7,597,784	\$2,270,099	% 77
7523 - USDA ADMINISTRATION	\$182,442	\$9,015	\$13,723	\$12,309	\$18,051	\$18,894	\$13,432	\$12,286	\$13,020	\$12,970	\$0	\$123,700	\$61,474	% 67
7524 - USDA OPERATIONS	\$1,607,682	\$12,150	\$78,671	\$198,254	\$124,439	\$94,470	\$156,628	\$78,910	\$134,023	\$188,010	\$245,970	\$1,065,555	\$458,870	% 74
7525 - TRAINING	\$122,891	\$361	\$507	\$20,061	\$8,687	\$3,147	\$14,454	\$6,144	\$7,193	\$7,188	\$34,760	\$67,744	\$14,652	%88
7526 - DISABILITIES	\$480,952	\$17,493	\$28,762	\$28,746	\$37,600	\$26,574	\$29,434	\$26,349	\$31,344	\$28,543	\$115,527	\$254,845	\$110,579	% 77
7527 - HEALTH AND DENTAL	\$280,663	\$12,123	\$16,604	\$16,478	\$15,631	\$12,374	\$10,221	\$13,928	\$16,216	\$21,743	\$10,000	\$135,319	\$135,344	% 52
7528 - PCFE	\$1,553,252	\$79,443	\$109,663	\$114,881	\$171,582	\$119,373	\$127,536	\$113,889	\$114,454	\$113,207	\$5,940	\$1,064,026	\$488,286	% 69

Closeout 2018

\$75.381 Closeout states that Head Start must submit, no later than 90 calendar days after the end date of the period of performance (September 30, 2018), all financial, performance and other reports required by the Federal Award.

Challenges: Submission of final bills, PCard final processing, balancing on zero dollar lines.

Final Standard Form 425 – Example of Report

FAMILY SERVICES MONTHLY EXPENSE REPORT THROUGH JUNE 30, 2018: FUND: 7008 DEPT: 062 UNIT: 7521 ADMINISTRATION - 75% OF FY ELAPSED

	'UNIT	UNIT NAME	OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	ENCUMBERED AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1	7521	EAD	1120	9FA	R	852,875.00	45,221.45	59,040.14	59,631.42	89,203.21	50,261.55	52,181.60	55,808.17	55,854.78	56,241.00	.00	523,443.30	329,431.70	61.37
	7521	EAD	1130	9FA	SALARIE	.00	.00	.00	2,175.33	3,312.16	2,210.19	1,126.74	1,266.00	1,266.00	300.04	.00	11,656.46	-11,656.46	.00
	7521	EAD	1140	9FA	E	7,000.00	594.97	97.80	357.76	.00	501.51	191.55	67.50	98.75	.00	.00	1,907.84	5,092.16	27.25
	7521	EAD	2110	9FA	TAXES	65,245.00	3,322.26	4,284.64	4,501.78	6,677.14	3,818.79	3,839.34	4,098.12	4,103.94	4,050.45	.00	38,696.46	26,548.54	59.31
	7521	EAD	2120	9FA	ENT	67,462.00	3,553.35	4,645.30	4,385.11	6,207.16	4,184.07	4,280.63	4,573.08	4,546.47	4,586.97	.00	40,962.14	26,499.86	60.72
	7521	EAD	2130	9FA	HEALTH	187,000.00	7,408.29	9,879.48	9,613.56	14,519.48	9,490.50	10,154.70	10,824.02	10,824.02	11,386.24	.00	94,100.29	92,899.71	50.32
	7521	EAD	2131	9FA	CONTRIB	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
	7521	EAD	2200	9FA	TS TO	8,959.00	.00	.00	.00	.00	.00	5,714.00	.00	.00	.00	.00	5,714.00	3,245.00	63.78
OBJECT CATEGORY 1						1,188,541.00	60,100.32	77,947.36	80,664.96	119,919.15	70,466.61	77,488.56	76,636.89	76,691.94	76,564.70	.00	716,480.49	472,060.51	80.28
2	7521	EAD	3125	9FB	COSTS	106,329.00	.00	.00	.00	106,329.00	.00	.00	.00	.00	.00	.00	106,329.00	.00	100.00
	7521	EAD	3179	9FC	CT SVC	6,000.00	.00	.00	.00	.00	.00	1,495.59	1,763.58	2,022.94	2,204.48	1,599.32	7,486.59	-3,085.91	151.43
	7521	EAD	3410	9FC	TRAVEL	5,000.00	.00	.00	575.20	388.91	.00	984.21	406.43	445.89	294.11	.00	3,094.75	1,905.25	61.90
	7521	EAD	3510	9FC	E and	250.00	.00	.00	.00	.00	4.33	.00	.00	6.42	.00	.00	10.75	239.25	4.30
	7521	EAD	3530	9FC	CHARGE	150.00	.00	.00	16.24	35.55	.00	58.16	1.64	30.53	17.99	.00	160.11	-10.11	106.74
	7521	EAD	3610	9FC	OF	3,000.00	.00	237.23	474.46	237.23	.00	474.46	237.23	.00	235.57	942.28	1,896.18	161.54	94.62
	7521	EAD	3720	9FC	ICATIONS	3,000.00	.00	.00	678.42	335.26	335.74	328.27	325.07	364.67	335.64	.00	2,703.07	296.93	90.10
	7521	EAD	3820	9FC	ANCE OF	3,500.00	.00	123.17	638.82	275.67	.00	266.31	202.95	.00	417.33	2,171.40	1,924.25	-595.65	117.02
	7521	EAD	3910	9FC	REPROD	500.00	.00	.00	.00	.00	.00	.00	.00	.00	434.00	.00	434.00	66.00	86.80
	7521	EAD	4010	9FC	MEMBER	8,000.00	.00	6,144.00	.00	.00	450.00	.00	.00	2,625.00	.00	.00	9,219.00	-1,219.00	115.24
	7521	EAD	4020	9FC	COMPAC	2,000.00	.00	.00	.00	83.58	.00	.00	.00	.00	.00	.00	83.58	1,916.42	4.18
	7521	EAD	4110	9FC	SUPPLIE	3,500.00	.00	.00	566.63	65.85	535.80	24.87	1,461.27	205.32	119.05	.00	2,978.79	521.21	85.11
	7521	EAD	4115	9FC	ANEOUS	750.00	.00	.00	.00	9.78	.00	.00	83.98	8.89	.00	.00	102.65	647.35	13.69
	7521	EAD	4120	9FC	RE <	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
	7521	EAD	4121	9FC	ER	50.00	.00	.00	.00	.00	.00	10.56	.00	.00	.00	.00	10.56	39.44	21.12
	7521	EAD	4123	9FC	NT LESS	3,000.00	.00	.00	305.54	149.99	105.10	.00	.00	216.76	222.93	.00	1,000.32	1,999.68	33.34
	7521	EAD	4412	9FC	ONAL	500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	500.00	.00
	7521	EAD	4418	9FC	ONAL	2,500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	2,500.00	.00
	7521	EAD	4422	9FC	RSHIPS,A	1,100.00	.00	.00	.00	.00	89.90	.00	104.00	.00	21.00	.00	214.90	885.10	19.54
	7521	EAD	4482	9FG	PROP	26,843.00	.00	26,843.00	.00	.00	.00	.00	.00	.00	.00	.00	26,843.00	.00	100.00
OBJECT CATEGORY 2						176,022.00	.00	33,347.40	3,255.31	107,910.82	1,520.87	3,642.43	4,586.15	5,926.42	4,302.10	4,713.00	164,491.50	6,817.50	96.13
*TOTAL UNIT_CD 7521						1,364,563.00	60,100.32	#####	83,920.27	227,829.97	71,987.48	81,130.99	81,223.04	82,618.36	80,866.80	4,713.00	880,971.99	478,878.01	64.91

FAMILY SERVICES MONTHLY EXPENSE REPORT THROUGH JUNE 30, 2018: FUND: 7008 DEPT: 062 UNIT: 7522 OPERATIONS/EDUCATION - 75% OF FY ELAPSED

					CURRENT										PRE-				%
	UNIT	OBJECT	APPR	OBJECT NAME	BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	ENCUMBERED	ENCUMBERED	TOTAL	BALANCE	BUDGET
															AMOUNT	AMOUNT	YTD	USED	YTD
1	7522	1120	9FE	REGULAR SALARIES and WAGES	5,586,048.00	432,103.05	599,084.38	425,715.83	825,604.98	467,096.45	418,347.94	565,911.96	539,907.88	356,605.87	.00	.00	4,850,378.34	935,669.66	83.25
	7522	1130	9FE	OTHER SALARIES and WAGES	50,000.00	9,858.04	14,970.49	8,372.56	8,558.10	8,067.05	6,535.54	9,006.93	8,842.47	4,333.06	.00	.00	78,544.24	-28,544.24	157.09
	7522	1140	9FE	OVERTIME	10,000.00	2,113.76	1,838.14	1,968.60	1,669.12	2,548.59	1,142.67	2,105.82	2,070.47	926.83	.00	.00	16,383.60	-6,383.60	163.84
	7522	2110	9FE	FICA TAXES	431,922.00	32,479.35	45,174.55	31,852.24	61,136.49	36,268.27	30,795.82	41,993.80	40,080.00	26,074.93	.00	.00	345,855.45	86,066.55	80.07
	7522	2120	9FE	RETIREMENT CONTRIBUTION	446,602.00	34,847.69	48,040.40	34,399.47	66,629.96	39,527.93	33,963.30	46,087.22	43,870.06	28,903.70	.00	.00	378,269.75	70,332.25	84.25
	7522	2130	9FE	LIFE and HEALTH INSURANCE	2,083,400.00	103,443.30	139,085.93	103,261.42	227,588.97	130,622.87	115,723.31	146,528.43	138,538.39	109,287.31	.00	.00	1,214,059.73	669,340.27	58.27
	7522	2131	9FE	HSA/FSA CONTRIBUTION	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
	7522	2150	9FE	UNEMPLOYMENT COMPENSATION	7,000.00	.00	.00	.00	.00	.00	.00	.00	.00	1,925.00	.00	.00	1,925.00	5,075.00	27.50
	7522	2200	9FE	PAYMENTS TO OPEB TRUST	108,996.00	.00	.00	.00	.00	.00	83,802.00	.00	.00	.00	.00	.00	83,802.00	25,194.00	76.89
OBJECT CATEGORY 1					8,723,988.00	614,845.19	848,193.89	605,570.12	1,191,187.64	704,130.96	890,310.58	811,633.96	773,309.27	528,036.50	.00	.00	6,767,218.11	1,956,749.89	77.57
2	7522	3167	9FF	AGENCIES	8,000.00	.00	420.00	540.00	636.00	870.28	1,180.14	940.40	162.00	188.39	.00	6,776.00	4,937.21	-3,713.21	146.42
	7522	3170	9FF	JANITORIAL SVC and SUPPLY	25,000.00	1,295.46	647.73	1,005.70	1,005.70	647.73	1,363.87	1,005.70	647.73	3,040.87	.00	299.55	10,660.29	14,040.16	43.84
	7522	3185	9FF	CONTRACT SVC-TRAINING	5,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	5,000.00	.00
	7522	3192	9FF	SOFTWARE LICENSING SUPPORT FEE	42,390.00	.00	.00	.00	.00	17,392.94	23,568.00	.00	.00	.00	.00	.00	40,960.94	1,429.06	96.63
	7522	3195	9FF	CONTRACT SERVICES MEDICAL	1,700.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,700.00	.00
	7522	3197	9FF	OTHERWISE SPECIFIED	22,442.00	.00	.00	510.00	.00	182.85	.00	.00	3,146.85	2,175.00	3,062.50	13,476.70	6,014.70	-111.90	100.50
	7522	3350	9FF	OTHER INSURANCE and BONDS	11,000.00	.00	12,119.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	12,119.00	-1,119.00	110.17
	7522	3410	9FF	LOCAL TRAVEL	10,000.00	.00	.00	1,260.33	575.41	.00	1,756.32	335.92	1,515.63	777.96	.00	.00	6,221.57	3,778.43	82.22
	7522	3520	9FF	MOVING EXPENSE-CO ASSETS	3,000.00	.00	.00	.00	.00	.00	.00	.00	.00	3,024.00	.00	9,456.00	3,024.00	-9,480.00	416.00
	7522	3530	9FF	TOLL CHARGES	1,500.00	.00	.00	235.03	136.86	.00	221.99	79.55	199.24	149.52	.00	.00	1,022.19	477.81	68.15
	7522	3610	9FF	RENTAL OF EQUIPMENT	40,000.00	.00	4,632.57	8,153.81	4,899.47	4,462.24	4,936.70	4,475.05	4,686.66	4,697.81	3,533.55	5,337.62	40,744.31	-9,615.48	124.04
	7522	3620	9FF	LEASES-BUILDINGS/STRUCTURES	263,356.00	20,553.40	10,276.70	10,376.70	104,599.75	10,176.70	10,276.70	10,276.70	10,276.70	10,276.70	.00	.00	197,090.05	66,265.95	74.64
	7522	3710	9FF	UTILITIES	30,000.00	1,878.74	1,969.31	2,109.25	1,324.15	1,982.59	2,327.80	1,929.37	1,422.83	2,181.03	.00	.00	16,925.07	13,074.93	56.42
	7522	3720	9FF	COMMUNICATIONS	30,000.00	700.13	504.90	3,090.82	1,733.59	1,571.85	1,827.74	6,247.68	2,289.70	2,466.24	.00	.00	20,432.65	9,567.35	68.11
	7522	3810	9FF	IMPROVEMENTS, AND GROUNDS	50,000.00	877.50	338.75	338.75	338.75	10,676.09	338.75	3,950.02	338.75	851.21	.00	4,212.33	17,848.57	27,939.10	44.12
	7522	3820	9FF	MAINTENANCE OF EQUIPMENT	25,000.00	.00	1,185.23	2,147.87	1,405.15	2,963.69	3,281.30	2,176.91	1,866.09	1,452.55	1,364.25	11,452.59	16,478.79	-4,295.63	117.18
	7522	3823	9FF	EQUIPMENT	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	.00
	7522	3825	9FD	CHARGES	20,145.00	.00	374.26	293.95	2,201.09	456.74	339.72	2,095.39	930.80	-98.70	.00	.00	6,593.25	13,551.75	32.73
	7522	3910	9FF	GRAPHIC REPROD SVCS	1,500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,500.00	.00
	7522	4020	9FF	SUBSCRIPTIONS	3,500.00	.00	.00	.00	.00	2,037.15	.00	.00	.00	1,622.93	.00	.00	3,660.08	-180.08	104.57
	7522	4040	9FF	LICENSE AND CERTIFICATION FEES	1,000.00	.00	.00	100.00	100.00	.00	629.88	.00	.00	1,650.00	.00	.00	2,479.88	-1,479.88	247.99
	7522	4110	9FF	PRINTING	29,300.00	.00	.00	.00	1,600.91	4,043.69	2,450.47	.00	2,041.70	1,559.40	.00	.00	11,896.17	17,803.83	39.92
	7522	4115	9FF	MISCELLANEOUS OPERATING SUPPLIES	70,000.00	.00	.00	304.64	1,677.47	307.19	1,068.15	1,742.26	1,713.33	3,753.49	.00	550.00	10,566.53	58,883.47	15.88
	7522	4116	9FF	EVENT/MEAL REIMBURSEMENTS	8,500.00	.00	.00	393.30	.00	654.30	148.46	324.05	18.16	.00	.00	.00	1,538.27	6,961.73	18.10
	7522	4120	9FF	SOFTWARE < \$1000	6,902.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	6,902.00	.00
	7522	4121	9FF	COMPUTER EQUIPMENT LESS THAN \$500	5,000.00	.00	.00	413.08	.00	102.00	3,232.00	.00	.00	.00	.00	.00	3,747.08	1,252.92	74.94
	7522	4123	9FF	EQUIPMENT LESS THAN \$1000	19,800.00	.00	.00	2,241.52	.00	272.46	421.89	13,371.66	199.00	667.50	.00	.00	17,174.03	2,625.97	86.74
	7522	4135	9FF	FOOD and DIETARY	150,000.00	.00	3,481.46	16,692.16	12,836.50	12,020.47	14,963.91	7,830.31	13,985.36	18,250.95	.00	20,240.00	100,041.14	29,718.86	80.19
	7522	4175	9FF	CLOTHING AND WEARING APPAREL	100.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	100.00	.00
	7522	4195	9FF	MISC SUPPLIES OR EXPENSES	1,000.00	.00	.00	.00	.00	.00	.00	.00	.00	546.00	.00	.00	546.00	452.00	54.80
	7522	4412	9FF	PROMOTIONAL EXPENSES	2,000.00	.00	.00	.00	.00	.00	.00	.00	1,460.61	1,034.97	.00	.00	2,495.58	-495.58	124.78
	7522	4418	9FF	EDUCATIONAL ASSISTANCE PROGRAM	19,452.00	1,875.00	1,220.40	1,250.00	810.78	2,500.00	276.15	1,250.00	652.83	.00	.00	.00	9,835.16	9,616.84	50.56
	7522	4440	9FF	IMPROVEMTS TO NON-COUNTY ASSETS	6,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	6,000.00	.00
	7522	4450	9FF	PARENT ACTIVITY FUND	100.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	100.00	.00
	7522	4452	9FN	FIELD TRIPS-HEAD START	15,360.00	.00	.00	.00	.00	.00	.00	.00	.00	873.00	.00	.00	873.00	14,487.00	5.68
	7522	4482	9FD	SELF INS-PROP CASUALTY	253,066.00	.00	253,066.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	253,066.00	.00	100.00
	7522	6310	9FD	STRUCT and FAC OTH TH BLDGS	25,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	25,000.00	.00
	7522	6410	9FD	EQUIPMENT	10,000.00	.00	.00	.00	4,890.65	.00	.00	.00	1,785.00	.00	.00	.00	6,675.65	3,324.35	66.76
	7522	6420	9FD	ROLLING STOCK	33,067.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	30,048.83	.00	3,018.17	90.87
	7522	8438	9FD	COMPUTER EQUIPMENT > \$500	1,000.00	.00	.00	.00	.00	.00	1,650.00	.00	.00	.00	.00	.00	1,650.00	-650.00	165.00
	7522	6440	9FD	SOFTWARE	7,000.00	.00	.00	.00	.00	.00	.00	.00	3,447.00	.00	.00	3,504.00	3,447.00	49.00	99.30
OBJECT CATEGORY 2					1,257,230.00	26,780.23	290,216.33	51,456.91	140,572.23	73,320.96	76,259.74	58,030.97	52,785.97	61,142.82	7,960.30	105,353.62	830,566.16	313,349.92	75.08
*TOTAL UNIT_CD 7522					9,961,198.00	841,625.42	1,138,410.22	657,027.03	1,331,759.87	777,451.92	766,570.32	869,664.93	826,095.24	589,179.32	7,960.30	105,353.62	7,597,784.27	2,270,099.81	77.26

FAMILY SERVICES MONTHLY EXPENSE REPORT THROUGH JUNE 30, 2018: FUND: 7408 DEPT: 062 UNIT: 7523 [ADM] - 75% OF FY ELAPSED

OBJ	APR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	PRE-ENC AMOUNT	ENC AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	9FQ	REGULAR SALARIES and WAGES	118,640.00	6,768.40	9,128.00	9,128.00	13,388.90	9,128.00	8,776.41	9,128.00	9,128.00	9,128.00	.00	.00	83,701.71	34,938.29	71%
1140	9FQ	OVERTIME	1,500.00	89.61	.00	129.90	.00	207.84	.00	.00	.00	.00	.00	.00	427.35	1,072.65	28%
2110	9FQ	FICA TAXES	9,191.00	505.54	672.81	682.76	981.04	685.36	642.59	669.49	635.97	635.99	.00	.00	6,111.55	3,079.45	66%
2120	9FQ	RETIREMENT CONTRIBUTION	9,503.00	543.15	722.94	733.23	1,060.41	739.40	695.10	722.94	722.94	722.94	.00	.00	6,663.05	2,839.95	70%
2130	9FQ	LIFE and HEALTH INSURANCE	33,000.00	1,108.09	1,477.78	1,477.78	2,385.18	1,590.12	1,590.12	1,590.12	2,331.46	2,331.46	.00	.00	15,882.11	17,117.89	48%
2200	9FQ	PAYMENTS TO OPEB TRUST	1,497.00	.00	.00	.00	.00	.00	1,440.00	.00	.00	.00	.00	.00	1,440.00	57.00	96%
		SALARIES	173,331.00	9,014.79	12,001.53	12,151.67	17,815.53	12,350.72	13,144.22	12,110.55	12,818.37	12,818.39	.00	.00	114,225.77	59,105.23	66%
3125	9FP	INDIRECT COSTS	6,543.00	.00	.00	.00	.00	6,543.00	.00	.00	.00	.00	.00	.00	6,543.00	.00	100%
3410	9FR	LOCAL TRAVEL	1,000.00	.00	.00	157.71	235.76	.00	271.99	175.33	201.72	152.23	.00	.00	1,194.74	-194.74	119%
3530	9FR	TOLL CHARGES	30.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	30.00	0%
3820	9FR	MAINTENANCE OF EQUIPMENT	50.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	50.00	0%
4110	9FR	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	1,500.00	.00	.00	.00	.00	.00	15.99	.00	.00	.00	.00	.00	15.99	1,484.01	1%
4418	9FR	EDUCATIONAL ASSISTANCE PROGRAM	1,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,000.00	0%
4482	9FS	SELF INS-PROP CASUALTY	1,721.00	.00	1,721.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,721.00	.00	100%
		OPERATIONS	11,844.00	.00	1,721.00	157.71	235.76	6,543.00	287.98	175.33	201.72	152.23	.00	.00	9,474.73	2,369.27	80%
		TOTAL UNIT 7523	185,175.00	9,014.79	13,722.53	12,309.38	18,051.29	18,893.72	13,432.20	12,285.88	13,020.09	12,970.62	.00	.00	123,700.50	61,474.50	67%

FAMILY SERVICES MONTHLY EXPENSE REPORT THROUGH JUNE 30, 2018: FUND: 7408 DEPT: 062 UNIT: 7524 [SERVICES] - 75% OF FY ELAPSED

OBJ	APR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	PRE-ENC AMOUNT	ENC AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	9FT	REGULAR SALARIES and WAGES	168,185.00	8,033.45	10,796.45	10,759.31	15,980.65	11,581.43	10,689.84	10,919.80	11,006.27	6,296.04	.00	.00	96,063.24	72,121.76	57%
2110	9FT	FICA TAXES	12,866.00	568.56	764.59	761.74	1,125.45	821.26	753.08	770.67	777.27	422.07	.00	.00	6,764.69	6,101.31	53%
2120	9FT	RETIREMENT CONTRIBUTION	13,303.00	636.26	855.11	852.17	1,265.72	917.26	846.67	864.88	871.71	498.66	.00	.00	7,608.44	5,694.56	57%
2130	9FT	LIFE and HEALTH INSURANCE	77,000.00	2,912.11	3,883.06	3,883.06	6,280.23	4,187.06	4,187.06	4,187.06	4,187.06	4,187.06	.00	.00	37,893.76	39,106.24	49%
2131	9FT	HSA/FSA CONTRIBUTION	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	0%
2200	9FT	PAYMENTS TO OPEB TRUST	3,992.00	.00	.00	.00	.00	.00	2,880.00	.00	.00	.00	.00	.00	2,880.00	1,112.00	72%
		SALARIES	275,346.00	12,150.38	16,299.21	16,256.28	24,652.05	17,507.01	19,356.65	16,742.41	16,842.31	11,403.83	.00	.00	151,210.13	124,135.87	55%
3170	9FU	JANITORIAL SVC and SUPPLY	3,000.00	.00	.00	1,559.90	.00	.00	.00	.00	.00	.00	.00	.00	1,559.90	1,440.10	52%
3197	9FU	CONTRACTUAL SERVICES NOT OTHERWISE SPECIFIED	6,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	6,000.00	0%
4115	9FU	MISCELLANEOUS OPERATING SUPPLIES	19,000.00	.00	.00	6,469.36	8.94	.00	.00	92.63	1,076.72	.00	.00	.00	7,647.65	11,352.35	40%
4130	9FU	HOUSEHOLD AND KITCHEN SUPPLIES	6,041.00	.00	.00	.00	145.19	71.64	.00	.00	1,146.45	.00	.00	.00	1,363.28	4,677.72	23%
4135	9FU	FOODandDIETARY	1,441,873.00	.00	48,235.39	173,968.45	99,633.09	76,891.62	137,271.39	62,075.11	111,087.80	176,606.17	.00	245,970.00	885,769.02	310,133.98	78%
4482	9FS	SELF INS-PROP CASUALTY	14,136.00	.00	14,136.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	14,136.00	.00	100%
6410	9FZ	EQUIPMENT	5,000.00	.00	.00	.00	.00	.00	.00	.00	3,870.00	.00	.00	.00	3,870.00	1,130.00	77%
		OPERATIONS	1,495,050.00	.00	62,371.39	181,997.71	99,787.22	76,963.26	137,271.39	62,167.74	117,180.97	176,606.17	.00	245,970.00	914,345.85	334,734.15	78%
		TOTAL UNIT 7524	1,770,396.00	12,150.38	78,670.60	198,253.99	124,439.27	94,470.27	156,628.04	78,910.15	134,023.28	188,010.00	.00	245,970.00	1,065,555.98	458,870.02	74%

FAMILY SERVICES MONTHLY EXPENSE REPORT THROUGH JUNE 30, 2018: FUND: 7008 DEPT: 062 UNIT: 7525 TRAINING - 75% OF FY ELAPSED

	UNIT	UNIT	OBJECT	APPR	OBJECT	CURRENT										ENCUMBERED	ENCUMBERED	TOTAL		BUDGET
	'UNIT	NAME	OBJECT		NAME	BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	AMOUNT	AMOUNT	YTD	BALANCE	USED
2	7525	G	3185	9FH	CT SVC-	13,500.00	.00	.00	15,400.00	.00	.00	12,125.00	.00	715.89	.00	5,000.00	34,760.00	28,240.89	-54,500.89	503.71
	7525	G	3420	9FH	COUNTY	21,400.00	561.40	507.00	1,521.48	5,181.35	2,722.40	633.64	3,644.35	385.71	5,021.59	.00	.00	20,178.92	1,221.08	94.29
	7525	G	3610	9FH	OF	2,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	735.00	.00	.00	1,265.00	36.75
	7525	G	3620	9FH	BUILDING	2,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	2,000.00	.00
	7525	G	3910	9FH	REPROD	2,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	2,000.00	.00
	7525	G	4020	9FH	COMPAC	1,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,000.00	.00
	7525	G	4030	9FH	G AND	73,400.00	-125.00	.00	2,444.00	3,506.00	.00	1,695.00	2,725.00	4,485.00	1,824.00	.00	.00	16,554.00	56,846.00	22.55
	7525	G	4040	9FH	AND	1,500.00	-75.00	.00	350.00	.00	425.00	.00	-225.00	275.00	.00	.00	.00	750.00	750.00	50.00
	7525	G	4110	9FH	SUPPLIE	1,500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,500.00	.00
	7525	G	4115	9FH	ANEOUS	1,591.00	.00	.00	.00	.00	.00	.00	.00	1,331.85	.00	.00	.00	1,331.85	259.15	83.71
	7525	G	4116	9FH	EAL	2,000.00	.00	.00	345.78	.00	.00	.00	.00	.00	342.82	.00	.00	688.60	1,311.40	34.43
	7525	G	4418	9FH	ONAL	1,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,000.00	.00
OBJECT CATEGORY 2						122,891.00	361.40	507.00	20,061.26	8,687.35	3,147.40	14,453.64	6,144.35	7,193.45	7,188.41	5,735.00	34,760.00	67,744.26	14,651.74	88.08
*TOTAL UNIT_CD 7525						22,891.00	361.40	507.00	20,061.26	8,687.35	3,147.40	14,453.64	6,144.35	7,193.45	7,188.41	5,735.00	34,760.00	67,744.26	14,651.74	88.08

FAMILY SERVICES MONTHLY EXPENSE REPORT THROUGH JUNE 30, 2018: FUND: 7008 DEPT: 062 UNIT: 7526 DISABILITIES - 75% OF FY ELAPSED

	'UNIT	T	OBJECT	APPR	OBJECT NAME	CURRENT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	ENCUMBERED	TOTAL	BALANCE	% BUDGET
						BUDGET										AMOUNT	YTD		
1	7526	1120	9FI		WAGES	209,068.00	12,656.00	16,372.25	18,841.53	24,513.82	17,067.20	16,593.27	16,985.20	17,067.20	17,067.20	.00	157,163.67	51,904.33	75.17
	7526	2110	9FI		FICA TAXES	15,994.00	860.60	1,109.03	1,297.96	1,646.20	1,152.91	1,116.62	1,146.64	1,152.90	1,152.90	.00	10,635.76	5,358.24	66.50
	7526	2120	9FI		RETIREMENT CONTRIBUTION	16,537.00	1,002.36	1,296.68	1,492.25	1,941.48	1,351.72	1,314.18	1,345.22	1,351.72	1,351.72	.00	12,447.33	4,089.67	75.27
	7526	2130	9FI		LIFE and HEALTH INSURANCE	44,000.00	2,974.43	3,966.40	3,966.40	6,409.11	4,272.74	4,272.74	4,272.74	4,272.74	4,272.74	.00	38,680.04	5,319.96	87.91
	7526	2131	9FI		HSA/FSA CONTRIBUTION	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
	7526	2200	9FI		PAYMENTS TO OPEB TRUST	2,488.00	.00	.00	.00	.00	.00	1,524.00	.00	.00	.00	.00	1,524.00	964.00	61.25
OBJECT CATEGORY 1						288,087.00	17,493.39	22,744.36	25,598.14	34,510.61	23,844.57	24,820.81	23,749.80	23,844.56	23,844.56	.00	220,450.80	67,636.20	76.52
2	7526	3195	9FK		MEDICAL	171,375.00	.00	428.00	2,650.00	2,762.00	2,570.00	3,672.00	2,305.00	6,826.00	3,716.00	106,909.00	24,929.00	39,537.00	76.93
	7526	3275	9FK		MEDICAL SVCS	5,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	5,000.00	.00
	7526	3410	9FK		LOCAL TRAVEL	4,100.00	.00	.00	212.18	185.48	.00	499.57	62.93	381.23	259.04	.00	1,600.43	2,499.57	39.03
	7526	3530	9FK		TOLL CHARGES	250.00	.00	.00	2.18	8.88	.00	13.64	.00	10.91	11.99	.00	47.60	202.40	19.04
	7526	3720	9FK		COMMUNICATIONS	2,100.00	.00	.00	266.08	133.04	133.44	162.63	191.20	211.40	211.40	.00	1,309.19	790.81	62.34
	7526	4020	9FK		VIDEOS, AND OFFICE SUPPLIES (NOT INCLUDING PRINTING)	500.00	.00	.00	.00	.00	.00	.00	.00	.00	500.00	.00	500.00	.00	100.00
	7526	4110	9FK		SUPPLIES	1,700.00	.00	.00	17.10	.00	25.99	265.10	.00	70.69	.00	.00	378.88	1,321.12	22.29
	7526	4115	9FK		PROGRAM	1,250.00	.00	.00	.00	.00	.00	.00	39.96	.00	.00	8,618.15	39.96	-7,408.11	692.65
	7526	4418	9FK		SELF INS-PROP CASUALTY	1,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,000.00	.00
	7526	4482	9FK			5,590.00	.00	5,590.00	.00	.00	.00	.00	.00	.00	.00	.00	5,590.00	.00	100.00
OBJECT CATEGORY 2						192,865.00	.00	6,018.00	3,147.54	3,089.40	2,729.43	4,612.94	2,599.09	7,500.23	4,698.43	115,527.15	34,395.06	42,942.79	77.73
*TOTAL UNIT_CD 7526						480,952.00	17,493.39	28,762.36	28,745.68	37,600.01	26,574.00	29,433.75	26,348.89	31,344.79	28,542.99	115,527.15	254,845.86	110,578.99	77.01

FAMILY SERVICES MONTHLY EXPENSE REPORT THROUGH JUNE 30, 2018: FUND: 7008 DEPT: 062 UNIT: 7527 HEALTH AND DENTAL - 75% OF FY

					CURRENT										ENCUMBERED	TOTAL	BUDGET
	'UNIT	OBJECT	APPR	OBJECT NAME	BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	AMOUNT	YTD	BALANCE USED
1	7528	1120	9FX	WAGES	1,051,129.00	57,326.60	80,122.28	82,112.49	119,406.07	80,067.81	77,344.89	79,184.53	79,594.25	77,684.00	.00	732,842.92	318,286.08 69.72
	7528	1130	9FX	WAGES	.00	.00	.00	2,241.28	2,364.88	3,085.12	2,689.60	2,689.60	2,521.50	2,319.78	.00	17,911.76	-17,911.76 .00
	7528	1140	9FX	OVERTIME	.00	709.34	666.76	312.81	1,670.48	.00	.00	77.94	623.07	144.59	.00	4,204.99	-4,204.99 .00
	7528	2110	9FX	FICA TAXES	80,410.00	4,171.07	5,809.22	6,119.18	8,911.83	6,019.31	5,746.78	5,916.05	5,976.14	5,787.67	.00	54,457.25	25,952.75 67.72
	7528	2120	9FX	CONTRIBUTION	71,697.00	4,596.46	6,209.60	6,528.12	9,589.32	6,341.41	6,125.74	6,277.63	6,329.28	6,164.06	.00	58,161.62	13,535.38 81.12
	7528	2130	9FX	INSURANCE	297,000.00	12,639.43	16,854.72	16,854.86	29,050.00	19,368.78	18,994.08	19,031.06	19,031.06	18,534.86	.00	170,358.85	126,641.15 57.36
	7528	2131	9FX	HSA/FSA CONTRIBUTION	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00 .00
	7528	2200	9FX	TRUST	11,450.00	.00	.00	.00	.00	.00	11,427.00	.00	.00	.00	.00	11,427.00	23.00 99.80
OBJECT CATEGORY 1					1,511,686.00	79,442.90	109,662.58	114,168.74	170,992.58	114,882.43	122,328.09	113,176.81	114,075.30	110,634.96	.00	1,049,364.39	462,321.61 69.42
2	7528	3410	9FY	LOCAL TRAVEL	2,500.00	.00	.00	263.17	137.10	.00	371.29	147.98	134.13	36.06	.00	1,089.73	1,410.27 43.59
	7528	3530	9FY	TOLL CHARGES	100.00	.00	.00	.00	.00	.00	13.24	1.91	1.91	.00	.00	17.06	82.94 17.06
	7528	3720	9FY	COMMUNICATIONS	14,000.00	.00	.00	447.02	223.51	190.56	190.56	190.56	192.33	192.33	.00	1,626.87	12,373.13 11.62
	7528	4020	9FY	VIDEOS, AND OFFICE SUPPLIES (NOT INCLUDING PRINTING)	500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	500.00 .00
	7528	4110	9FY	OPERATING SUPPLIES	7,000.00	.00	.00	.00	.00	2,231.36	83.94	.00	.00	.00	.00	2,315.30	4,684.70 33.08
	7528	4115	9FY	REIMBURSEMENTS	1,000.00	.00	.00	.00	.00	.00	.00	.00	.00	28.88	.00	28.88	971.12 2.89
	7528	4116	9FY	LESS THAN \$500	4,000.00	.00	.00	.00	228.42	21.24	54.31	371.49	.00	.00	.00	675.46	3,324.54 16.89
	7528	4121	9FY	\$1000	5,050.00	.00	.00	.00	.00	201.20	4,495.00	.00	.00	.00	5,940.00	4,696.20	-5,586.20 210.62
	7528	4123	9FY	PROMOTIONAL EXPENSES	1,200.00	.00	.00	.00	.00	366.71	.00	.00	.00	.00	.00	366.71	833.29 30.56
	7528	4412	9FY	ASSISTANCE PROGRAM	5,000.00	.00	.00	.00	.00	1,479.13	.00	.00	.00	1,437.49	.00	2,916.62	2,083.38 58.33
	7528	4418	9FY	PARENT ACTIVITY FUND	1,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,000.00 .00
	7528	4450	9FY		5,216.00	.00	.00	.00	.00	.00	.00	.00	50.76	878.14	.00	928.90	4,287.10 17.81
OBJECT CATEGORY 2					46,566.00	.00	.00	710.19	589.03	4,490.20	5,208.34	711.94	379.13	2,572.90	5,940.00	14,661.73	25,964.27 44.24
*TOTAL UNIT_CD 7528					1,558,252.00	79,442.90	109,662.58	114,878.93	171,581.61	119,372.63	127,536.43	113,888.75	114,454.43	113,207.86	5,940.00	1,064,026.12	488,285.88 68.66

FAMILY SERVICES MONTHLY EXPENSE REPORT THROUGH JUNE 30, 2018: FUND: 7008 DEPT: 062 UNIT: 7528 [PARENT FAM & COM.] - 75% OF FY ELAPSED

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	PRE-ENC AMOUNT	ENC AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	9FX	REGULAR SALARIES and WAGES	1,051,129.00	57,326.80	80,122.28	82,112.49	119,406.07	80,067.81	77,344.89	79,184.53	79,594.25	77,684.00	.00	.00	732,842.92	318,286.08	70%
1130	9FX	OTHER SALARIES and WAGES	.00	.00	.00	2,241.28	2,364.88	3,085.12	2,689.60	2,689.60	2,521.50	2,319.78	.00	.00	17,911.76	-17,911.76	0%
1140	9FX	OVERTIME	.00	709.34	666.76	312.81	1,670.48	.00	.00	77.94	623.07	144.59	.00	.00	4,204.99	-4,204.99	0%
2110	9FX	FICA TAXES	80,410.00	4,171.07	5,809.22	6,119.18	8,911.83	6,019.31	5,746.78	5,916.05	5,976.14	5,787.67	.00	.00	54,457.25	25,952.75	68%
2120	9FX	RETIREMENT CONTRIBUTION	71,897.00	4,596.46	6,209.60	6,528.12	9,589.32	6,341.41	6,125.74	6,277.63	6,329.28	6,164.06	.00	.00	58,161.62	13,535.38	81%
2130	9FX	LIFE and HEALTH INSURANCE	297,000.00	12,639.43	16,854.72	16,854.86	29,050.00	19,368.78	18,994.08	19,031.06	19,031.06	18,534.86	.00	.00	170,358.85	126,641.15	57%
2131	9FX	HSA/FSA CONTRIBUTION	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	0%
2200	9FX	PAYMENTS TO OPEB TRUST	11,450.00	.00	.00	.00	.00	.00	11,427.00	.00	.00	.00	.00	.00	11,427.00	23.00	100%
		SALARIES	1,511,686.00	79,442.90	109,662.58	114,168.74	170,992.58	114,882.43	122,328.09	113,176.81	114,075.30	110,634.96	.00	.00	1,049,364.39	462,321.61	69%
3410	9FY	LOCAL TRAVEL	2,500.00	.00	.00	263.17	137.10	.00	371.29	147.98	134.13	36.06	.00	.00	1,089.73	1,410.27	44%
3530	9FY	TOLL CHARGES	100.00	.00	.00	.00	.00	.00	13.24	1.91	1.91	.00	.00	.00	17.06	82.94	17%
3720	9FY	COMMUNICATIONS	14,000.00	.00	.00	447.02	223.51	190.56	190.56	190.56	192.33	192.33	.00	.00	1,626.87	12,373.13	12%
4020	9FY	BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS	500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	500.00	0%
4110	9FY	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	7,000.00	.00	.00	.00	.00	2,231.36	83.94	.00	.00	.00	.00	.00	2,315.30	4,684.70	33%
4115	9FY	MISCELLANEOUS OPERATING SUPPLIES	1,000.00	.00	.00	.00	.00	.00	.00	.00	.00	28.88	.00	.00	28.88	971.12	3%
4116	9FY	EVENT/MEAL REIMBURSEMENTS	4,000.00	.00	.00	.00	228.42	21.24	54.31	371.49	.00	.00	.00	.00	675.46	3,324.54	17%
4121	9FY	COMPUTER EQUIPMENT LESS THAN \$500	5,050.00	.00	.00	.00	.00	201.20	4,495.00	.00	.00	.00	.00	5,940.00	4,696.20	-5,586.20	211%
4123	9FY	EQUIPMENT LESS THAN \$1000	1,200.00	.00	.00	.00	.00	366.71	.00	.00	.00	.00	.00	.00	366.71	833.29	31%
4412	9FY	PROMOTIONAL EXPENSES	5,000.00	.00	.00	.00	.00	1,479.13	.00	.00	.00	1,437.49	.00	.00	2,916.62	2,083.38	58%
4418	9FY	EDUCATIONAL ASSISTANCE PROGRAM	1,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,000.00	0%
4450	9FY	PARENT ACTIVITY FUND	5,216.00	.00	.00	.00	.00	.00	.00	.00	50.76	878.14	.00	.00	928.90	4,287.10	18%
		OPERATIONS	46,566.00	.00	.00	710.19	589.03	4,490.20	5,208.34	711.94	379.13	2,572.90	.00	5,940.00	14,661.73	25,964.27	44%
		TOTAL UNIT 7528	1,558,252.00	79,442.90	109,662.58	114,878.93	171,581.61	119,372.63	127,536.43	113,888.75	114,454.43	113,207.86	.00	5,940.00	1,064,026.12	488,285.88	69%

07/02/2018 PAGE: 1
 ORANGE COUNTY
 Department 062
 FY 2018 Monthly Expense Report
 For the selected Department and Unit, by Object and Appropriation

Through 07/02/2018

FUND: 8290 DEPT: 062 UNIT: 7536

			CURRENT													PRE-ENCUM.	ENCUM.	TOTAL	% BUDGET	
OBJECT APPR OBJECT NAME			BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	AMOUNT	AMOUNT	YTD	BALANCE	USED YTD
REGULAR SALARIES and																				
1	1120	8EA WAGES	796,347.00	1,632.40	2,498.60	154,104.01	3,302.40	76,170.49	121,614.43	2,201.60	33,755.90	139,191.20	.00	.00	.00	.00	.00	534,471.03	261,875.97	67.12
	2110	8EA FICA TAXES	61,187.00	106.44	164.91	11,292.59	212.40	5,533.20	8,882.46	124.65	2,439.65	10,103.84	.00	.00	.00	.00	.00	38,860.14	22,326.86	63.51
	2120	8EA RETIREMENT CONTRIBUTION	62,923.00	129.29	174.36	12,415.43	261.54	6,173.80	9,907.53	174.36	2,731.89	11,320.62	.00	.00	.00	.00	.00	43,288.82	19,634.18	68.80
	2130	8EA LIFE and HEALTH INSURANCE	69,858.00	692.10	922.86	35,089.00	1,492.98	18,648.24	32,662.47	1,324.98	8,749.35	36,611.13	.00	.00	.00	.00	.00	136,193.11	-66,335.11	194.96
	2131	8EA HSA/FSA CONTRIBUTION	100.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	100.00	.00
	2200	8EA PAYMENTS TO OPEB TRUST	5,583.00	.00	.00	.00	.00	.00	587.00	.00	.00	.00	.00	.00	.00	.00	.00	587.00	4,996.00	10.51
OBJECT CATEGORY 1			995,998.00	2,560.23	3,760.73	212,901.03	5,269.32	106,525.73	173,653.89	3,825.59	47,676.79	197,226.79	.00	.00	.00	.00	.00	753,400.10	242,597.90	75.64
2	3125	8EB INDIRECT COSTS	42,498.00	.00	.00	.00	.00	42,498.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	42,498.00	.00	100.00
	3185	8EC CONTRACT SVC-TRAINING	1,500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,500.00	.00
	3410	8EC LOCAL TRAVEL	500.00	.00	.00	23.32	.00	.00	22.78	.00	.00	19.14	.00	.00	.00	.00	.00	65.24	434.76	13.05
		BOOKS, COMPACT DISKS, VIDEOS, AND																		
	4020	8EC SUBSCRIPTIONS	25,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	25,000.00	.00
	4110	8EC OFFICE SUPPLIES (NOT INCLUDING PRINTING)	31,255.00	.00	.00	63.69	.00	.00	.00	32.84	47.69	.00	.00	.00	.00	.00	.00	144.22	31,110.78	.46
	4115	8EC MISCELLANEOUS OPERATING SUPPLIES	29,500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	29,500.00	.00
	4123	8EC EQUIPMENT LESS THAN \$1000	8,324.00	.00	.00	305.54	.00	.00	.00	39.99	.00	.00	.00	.00	.00	.00	.00	345.53	7,978.47	4.15
	4482	8EC SELF INS-PROP CASUALTY	1,092.00	.00	.00	.00	.00	.00	155.00	.00	.00	.00	.00	.00	.00	.00	.00	155.00	937.00	14.19
	6410	8ED EQUIPMENT	1,600.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,600.00	.00
OBJECT CATEGORY 2			141,269.00	.00	.00	392.55	.00	42,498.00	177.78	72.83	47.69	19.14	.00	.00	.00	.00	.00	43,207.99	98,061.01	30.59
*TOTAL UNIT_CD 7536			1,137,267.00	2,560.23	3,760.73	213,293.58	5,269.32	149,023.73	173,631.67	3,898.42	47,724.48	197,245.93	.00	.00	.00	.00	.00	796,608.09	340,658.91	70.05
TOTAL			1,137,267.00	2,560.23	3,760.73	213,293.56	5,269.32	149,023.73	173,631.67	3,898.42	47,724.48	197,245.93	.00	.00	.00	.00	.00	796,608.09	340,658.91	70.05

P-CARD EXPS. REPORT
FAMILY SERVICES-062

CH Full Name	Comp Supp Name	Purchase Date	Post Date	Amount	GL: FUND	GL: DEPT	GL: UNIT_SUBUNIT	GL: OBJ	Program Card Name
Bast, Anne Marie	OFFICEMAX/OFFICEDEPT#6876	5/31/2018	6/4/2018	\$45.02	7408	062	7523	4110	ORANGE COUNTY BOCC- PCard
Bast, Anne Marie	OFFICEMAX/OFFICEDEPT#6876	5/31/2018	6/4/2018	\$31.98	7408	062	7523	4110	ORANGE COUNTY BOCC- PCard
Bast, Anne Marie	OFFICEMAX/OFFICEDEPT#6876	6/4/2018	6/6/2018	\$21.11	7408	062	7523	4110	ORANGE COUNTY BOCC- PCard
Bast, Anne Marie	SCHOOL HEALTH CORP	6/5/2018	6/5/2018	\$748.64	7008	062	7522	4020	ORANGE COUNTY BOCC- PCard
Bast, Anne Marie	OFFICEMAX/OFFICEDEPT#6876	6/5/2018	6/7/2018	\$63.96	7008	062	7527	4110	ORANGE COUNTY BOCC- PCard
Bast, Anne Marie	SCHOOL HEALTH CORP	6/6/2018	6/6/2018	\$1,170.05	7008	062	7527	4115	ORANGE COUNTY BOCC- PCard
Bast, Anne Marie	SCHOOL NURSE SUPPLY INC	6/6/2018	6/7/2018	\$1,190.00	7008	062	7527	4143	ORANGE COUNTY BOCC- PCard
Bast, Anne Marie	SAFETYPRODUCTS	6/6/2018	6/7/2018	\$211.46	7008	062	7527	4143	ORANGE COUNTY BOCC- PCard
Bast, Anne Marie	GLO GERM COMPANY	6/6/2018	6/7/2018	\$766.90	7008	062	7527	4115	ORANGE COUNTY BOCC- PCard
Bast, Anne Marie	OFFICEMAX/OFFICEDEPT#6876	6/6/2018	6/8/2018	\$109.99	7008	062	7527	4110	ORANGE COUNTY BOCC- PCard
Bast, Anne Marie	OFFICEMAX/OFFICEDEPT#6876	6/6/2018	6/8/2018	\$329.73	7008	062	7527	4110	ORANGE COUNTY BOCC- PCard
Bast, Anne Marie	PWRMEDSPPLY	6/7/2018	6/8/2018	\$182.40	7008	062	7527	4143	ORANGE COUNTY BOCC- PCard
Bast, Anne Marie	OFFICEMAX/OFFICEDEPT#6876	6/7/2018	6/11/2018	\$21.11	7408	062	7523	4110	ORANGE COUNTY BOCC- PCard
Bast, Anne Marie	OFFICEMAX/OFFICEDEPT#6876	6/10/2018	6/12/2018	\$1,482.00	7008	062	7526	4115	ORANGE COUNTY BOCC- PCard
Bast, Anne Marie	ESPECIALNEE	6/13/2018	6/14/2018	\$760.75	7008	062	7526	4115	ORANGE COUNTY BOCC- PCard
Bast, Anne Marie	ORTHO QUEST	6/13/2018	6/14/2018	\$621.64	7008	062	7527	4115	ORANGE COUNTY BOCC- PCard
Bast, Anne Marie	THE WEBSTAUANT STORE	6/18/2018	6/19/2018	\$1,330.96	7008	062	7527	4115	ORANGE COUNTY BOCC- PCard
Bast, Anne Marie	DSS ACHIEVMNTPRODUCTS	6/21/2018	6/22/2018	\$683.10	7008	062	7522	4020	ORANGE COUNTY BOCC- PCard
DEONARINE, VIDYA D	YELLOW CAB	5/31/2018	6/1/2018	\$21.55	7008	062	7525	3420	ORANGE COUNTY BOCC- PCard
DEONARINE, VIDYA D	SQ WILLIAM LAMBERT	6/2/2018	6/4/2018	\$22.00	0001	062	7525	3420	ORANGE COUNTY BOCC- PCard
DEONARINE, VIDYA D	MARRIOTT LOUISVILLE	6/3/2018	6/4/2018	\$626.79	7008	062	7525	3420	ORANGE COUNTY BOCC- PCard
DEONARINE, VIDYA D	SQ SYLVE TAXI	6/3/2018	6/4/2018	\$22.00	7008	062	7525	3420	ORANGE COUNTY BOCC- PCard
DEONARINE, VIDYA D	ABM PARKING ORLANDO ECONO	6/3/2018	6/5/2018	\$79.00	7008	062	7525	3420	ORANGE COUNTY BOCC- PCard
DEONARINE, VIDYA D	MARRIOTT LOUISVILLE	6/4/2018	6/5/2018	\$219.38	7008	062	7525	3420	ORANGE COUNTY BOCC- PCard
DEONARINE, VIDYA D	YELLOW CAB	6/4/2018	6/5/2018	\$22.00	7008	062	7525		ORANGE COUNTY BOCC- PCard
DEONARINE, VIDYA D	GATORLAND	6/19/2018	6/20/2018	\$360.00	7008	062	7522		ORANGE COUNTY BOCC- PCard
DEONARINE, VIDYA D	WM SUPERCENTER	6/26/2018	6/27/2018	\$43.67	7008	062	7522		ORANGE COUNTY BOCC- PCard
DEONARINE, VIDYA D	KAPLAN EARLY LEARNING COM	6/28/2018	6/29/2018	\$999.95	0001	062	7521		ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	UNITS MOV & PORTABLE STG	5/31/2018	6/1/2018	\$199.98	7008	062	7522	3610	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	UNITS MOV & PORTABLE STG	5/31/2018	6/1/2018	\$49.99	7008	062	7522	3610	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	READYREFRESH BY NESTLE	6/7/2018	6/7/2018	\$46.53	7008	062	7522	3610	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	READYREFRESH BY NESTLE	6/7/2018	6/7/2018	\$46.53	7008	062	7522	3710	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	READYREFRESH BY NESTLE	6/7/2018	6/7/2018	\$46.53	7008	062	7522	4115	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	READYREFRESH BY NESTLE	6/7/2018	6/7/2018	\$47.14	7008	062	7522	3710	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	READYREFRESH BY NESTLE	6/7/2018	6/7/2018	\$47.14	7008	062	7522	3610	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	READYREFRESH BY NESTLE	6/7/2018	6/7/2018	\$51.82	7008	062	7522	3710	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	READYREFRESH BY NESTLE	6/7/2018	6/7/2018	\$51.82	7008	062	7522	3610	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	READYREFRESH BY NESTLE	6/7/2018	6/7/2018	\$51.82	7008	062	7522	4115	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	READYREFRESH BY NESTLE	6/7/2018	6/7/2018	\$65.14	7008	062	7522	3710	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	READYREFRESH BY NESTLE	6/7/2018	6/7/2018	\$65.14	7008	062	7522	4115	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	READYREFRESH BY NESTLE	6/7/2018	6/7/2018	\$65.14	7008	062	7522	3610	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	UNITS MOV & PORTABLE STG	6/12/2018	6/13/2018	\$249.97	7008	062	7522	3610	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	UNITS MOV & PORTABLE STG	6/12/2018	6/13/2018	\$249.97	7008	062	7522	3610	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	UNITS MOV & PORTABLE STG	6/12/2018	6/13/2018	\$249.97	7008	062	7522	3610	ORANGE COUNTY BOCC- PCard

P-CARD EXPS. REPORT
FAMILY SERVICES-062

CH Full Name	Comp Supp Name	Purchase Date	Post Date	Amount	GL: FUND	GL: DEPT	GL: UNIT_SUBUNIT	GL: OBJ	Program Card Name
DUCK, CORTINA	UNITS MOV & PORTABLE STG	6/12/2018	6/13/2018	\$249.97	7008	062	7522	3610	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	UNITS MOV & PORTABLE STG	6/13/2018	6/14/2018	\$249.97	7008	062	7522	3610	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	UNITS MOV & PORTABLE STG	6/13/2018	6/14/2018	\$249.97	7008	062	7522	3610	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	UNITS MOV & PORTABLE STG	6/13/2018	6/14/2018	\$249.97	7008	062	7522	3610	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	UNITS MOV & PORTABLE STG	6/13/2018	6/14/2018	\$249.97	7008	062	7522	3610	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	UNITS MOV & PORTABLE STG	6/13/2018	6/14/2018	\$249.97	7008	062	7522	3610	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	UNITS MOV & PORTABLE STG	6/13/2018	6/14/2018	\$249.97	7008	062	7522	3610	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	UNITS MOV & PORTABLE STG	6/27/2018	6/28/2018	\$249.97	7008	062	7522	3610	ORANGE COUNTY BOCC- PCard
DUCK, CORTINA	UNITS MOV & PORTABLE STG	6/27/2018	6/28/2018	\$249.97	7008	062	7522	3610	ORANGE COUNTY BOCC- PCard
FLORES, DAISY	LITTLE CAESARS	5/30/2018	6/1/2018	\$25.00	7008	062	7522	4116	ORANGE COUNTY BOCC- PCard
FLORES, DAISY	NOODLE SOUP	6/15/2018	6/18/2018	\$94.60	7008	062	7522	4412	ORANGE COUNTY BOCC- PCard
FLORES, DAISY	OFFICEMAX/OFFICEDEPT#6876	6/25/2018	6/27/2018	\$161.94	7408	062	7524	4110	ORANGE COUNTY BOCC- PCard
FORE, ANGELA M	EB EARLY CHILDHOOD SU	6/1/2018	6/4/2018	\$750.00	7008	062	7525	4030	ORANGE COUNTY BOCC- TCard
FORE, ANGELA M	EB EARLY CHILDHOOD SU	6/1/2018	6/4/2018	\$1,500.00	7008	062	7525	4030	ORANGE COUNTY BOCC- TCard
FORE, ANGELA M	ECC OF HILLSBOROUGH	6/4/2018	6/5/2018	\$796.00	7008	062	7525	4030	ORANGE COUNTY BOCC- TCard
FORE, ANGELA M	EB EARLY CHILDHOOD SU	6/5/2018	6/6/2018	\$150.00	7008	062	7525	4030	ORANGE COUNTY BOCC- TCard
FORE, ANGELA M	PMI - MEMBERSHIP	6/14/2018	6/15/2018	\$139.00	7008	062	7521	4010	ORANGE COUNTY BOCC- TCard
FORE, ANGELA M	PMI - CERTIFICATION	6/14/2018	6/15/2018	\$405.00	7008	062	7525	4040	ORANGE COUNTY BOCC- TCard
FORE, ANGELA M	FLORIDA PUBLIC HEALTH ASS	6/20/2018	6/22/2018	\$290.00	7007	062	7525		ORANGE COUNTY BOCC- TCard
FORE, ANGELA M	FLORIDA PUBLIC HEALTH ASS	6/20/2018	6/22/2018	\$290.00	7007	062	7525		ORANGE COUNTY BOCC- TCard
FORE, ANGELA M	FLORIDA PUBLIC HEALTH ASS	6/20/2018	6/22/2018	\$290.00	7007	062	7525		ORANGE COUNTY BOCC- TCard
FORE, ANGELA M	CREATIVE CENTER FOR CHILD	6/26/2018	6/27/2018	\$300.00	7007	062	7525		ORANGE COUNTY BOCC- TCard
FORE, ANGELA M	TTAS WEB	6/26/2018	6/28/2018	\$900.00	7007	062	7525		ORANGE COUNTY BOCC- TCard
FORE, ANGELA M	CHILDPLUS SOFTWARE	6/26/2018	6/28/2018	\$1,239.00	7007	062	7525		ORANGE COUNTY BOCC- TCard
FORE, ANGELA M	CHILDPLUS SOFTWARE	6/26/2018	6/28/2018	\$1,239.00	7007	062	7525		ORANGE COUNTY BOCC- TCard
FORE, ANGELA M	SOUTHWES 5261461426058	6/27/2018	6/29/2018	\$217.96	7007	062	7525		ORANGE COUNTY BOCC- TCard
FORE, ANGELA M	SOUTHWES 5261461401718	6/27/2018	6/29/2018	\$205.96	7007	062	7525		ORANGE COUNTY BOCC- TCard
FORE, ANGELA M	SOUTHWES 5261461426059	6/27/2018	6/29/2018	\$217.96	7007	062	7525		ORANGE COUNTY BOCC- TCard
FORE, ANGELA M	SOUTHWES 5261461401719	6/27/2018	6/29/2018	\$205.96	7007	062	7525		ORANGE COUNTY BOCC- TCard
GRULLON, JULIO	THE HOME DEPOT	6/22/2018	6/25/2018	\$781.94	7008	062	7522	4115	ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	UNITED TROPHY DOWNTOWN	6/1/2018	6/4/2018	\$580.35					ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	CRESTLINE	6/6/2018	6/27/2018	\$1,496.86					ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	OFFICE DEPOT	6/7/2018	6/11/2018	\$139.80					ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	6/7/2018	6/11/2018	\$170.04					ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	6/7/2018	6/11/2018	\$1,162.11					ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	6/8/2018	6/11/2018	\$521.27					ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	6/8/2018	6/11/2018	\$178.78					ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	OFFICE DEPOT	6/8/2018	6/11/2018	\$7.99					ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	THE HOME DEPOT	6/13/2018	6/15/2018	\$47.94					ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	6/20/2018	6/22/2018	\$19.54					ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	AMAZON MKTPLACE PMTS	6/24/2018	6/25/2018	\$537.50					ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	HIGHSOPE EDUCATIONAL RES	6/27/2018	6/28/2018	\$1,498.75					ORANGE COUNTY BOCC- PCard

P-CARD EXPS. REPORT

FAMILY SERVICES-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	OFFICEMAX/OFFICEDEPT#6876	6/27/2018	6/29/2018	\$602.38					ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	OFFICE DEPOT	6/27/2018	6/29/2018	\$1,441.20					ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	AMAZON MKTPLACE PMTS	6/28/2018	6/29/2018	\$36.08					ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	CHANNING BETE CO AHA	6/28/2018	6/29/2018	\$663.00					ORANGE COUNTY BOCC- PCard
MOORE, SANDRA	AMAZON MKTPLACE PMTS	6/28/2018	6/29/2018	\$19.98					ORANGE COUNTY BOCC- PCard
RIVERA, LIMARYS	HIGHSCOPE EDUCATIONAL RES	6/27/2018	6/28/2018	\$1,443.25	7009	062	7522		ORANGE COUNTY BOCC- PCard
RUFF, SANDRA D	ABM PARKING ORLANDO ECONO	6/14/2018	6/18/2018	\$68.00	7007	062	7525	3420	ORANGE COUNTY BOCC- PCard
RUFF, SANDRA D	SHERATON	6/15/2018	6/18/2018	\$537.54	7008	062	7525	3420	ORANGE COUNTY BOCC- PCard
RUFF, SANDRA D	SHERATON	6/15/2018	6/18/2018	\$537.54	7008	062	7525	3420	ORANGE COUNTY BOCC- PCard
RUFF, SANDRA D	SHERATON	6/15/2018	6/18/2018	\$537.54	7008	062	7525	3420	ORANGE COUNTY BOCC- PCard
SHEIKH, SHAMIN	PUBLIX #436	6/6/2018	6/7/2018	\$24.99	7008	062	7522	4115	ORANGE COUNTY BOCC- PCard
SHEIKH, SHAMIN	WINN-DIXIE	6/6/2018	6/7/2018	\$5.98	7008	062	7522	4115	ORANGE COUNTY BOCC- PCard
SHEIKH, SHAMIN	PUBLIX #1122	6/7/2018	6/8/2018	\$17.16	7408	062	7521	4135	ORANGE COUNTY BOCC- PCard
SHEIKH, SHAMIN	PUBLIX #436	6/7/2018	6/8/2018	(\$0.88)	7008	062	7522	4135	ORANGE COUNTY BOCC- PCard
SHEIKH, SHAMIN	PUBLIX #436	6/11/2018	6/12/2018	\$35.58	7408	062	7524	4135	ORANGE COUNTY BOCC- PCard
SHEIKH, SHAMIN	WAL-MART #3162	6/19/2018	6/20/2018	\$24.39	7008	062	7522	4135	ORANGE COUNTY BOCC- PCard
SHEIKH, SHAMIN	WAL-MART #4160	6/19/2018	6/20/2018	\$3.72	7008	062	7522	4135	ORANGE COUNTY BOCC- PCard
SHEIKH, SHAMIN	WM SUPERCENTER	6/19/2018	6/20/2018	\$43.86	7008	062	7522	4135	ORANGE COUNTY BOCC- PCard
SHEIKH, SHAMIN	WAL-MART #3162	6/19/2018	6/20/2018	\$11.64	7408	062	7524	4135	ORANGE COUNTY BOCC- PCard
SHEIKH, SHAMIN	WAL-MART #0890	6/19/2018	6/20/2018	\$41.05	7008	062	7522	4135	ORANGE COUNTY BOCC- PCard
SHEIKH, SHAMIN	WAL-MART #0908	6/19/2018	6/20/2018	\$41.21	7006	062	7521		ORANGE COUNTY BOCC- PCard
SHEIKH, SHAMIN	SAVE A LOT #124	6/20/2018	6/21/2018	\$12.19	7008	062	7522	4135	ORANGE COUNTY BOCC- PCard
SHEIKH, SHAMIN	WM SUPERCENTER	6/20/2018	6/21/2018	\$40.80	7008	062	7522	4135	ORANGE COUNTY BOCC- PCard
SHEIKH, SHAMIN	PUBLIX #436	6/26/2018	6/27/2018	\$9.00	7006	062	7521		ORANGE COUNTY BOCC- PCard
SHEIKH, SHAMIN	WM SUPERCENTER	6/28/2018	6/29/2018	\$18.62	7006	062	7521		ORANGE COUNTY BOCC- PCard
SMITH, KERRY-ANN	WM SUPERCENTER	6/5/2018	6/6/2018	\$11.64	7408	062	7524	4135	ORANGE COUNTY BOCC- PCard
SMITH, KERRY-ANN	WM SUPERCENTER	6/7/2018	6/8/2018	\$21.20	7408	062	7524	4135	ORANGE COUNTY BOCC- PCard
SMITH, KERRY-ANN	WAL-MART #4425	6/11/2018	6/12/2018	\$15.30	7408	062	7524	4135	ORANGE COUNTY BOCC- PCard
SMITH, KERRY-ANN	WM SUPERCENTER	6/14/2018	6/15/2018	\$53.94	7408	062	7524	4135	ORANGE COUNTY BOCC- PCard
SMITH, KERRY-ANN	PUBLIX #1174	6/18/2018	6/19/2018	\$10.00	7408	062	7524	4135	ORANGE COUNTY BOCC- PCard
SMITH, KERRY-ANN	WM SUPERCENTER	6/18/2018	6/19/2018	\$58.24	7408	062	7522	4135	ORANGE COUNTY BOCC- PCard
SMITH, KERRY-ANN	PUBLIX #1174	6/18/2018	6/19/2018	\$50.63	7408	062	7522	4135	ORANGE COUNTY BOCC- PCard
SMITH, KERRY-ANN	WAL-MART #1220	6/20/2018	6/21/2018	\$46.35	7408	062	7524	4135	ORANGE COUNTY BOCC- PCard
SMITH, KERRY-ANN	WAL-MART #4160	6/20/2018	6/21/2018	\$101.91	7408	062	7524	4135	ORANGE COUNTY BOCC- PCard
SMITH, KERRY-ANN	WAL-MART #4197	6/20/2018	6/21/2018	\$13.41	7408	062	7524	4135	ORANGE COUNTY BOCC- PCard

ORANGE COUNTY, FL

RUN DATE: 07-02-2018

SUMMARY TRIAL BALANCE BY FUND

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For Fiscal Period 9 for FY 2018

Fund# (313/549)

Fund	B.S.Account	Type	Ind.	Obj.	Rev.Src	Begin Balance	Total Debits	Total Credits	Ending Balance
7008	1000 DISBUR CLEAR	1				0.00	269,407.10	269,407.10	0.00
7008	1001 EFT DISB CLRG	1				0.00	15,224.27	15,224.27	0.00
7008	1003 PAYROLL CLRG	1				0.00	639,860.73	639,860.73	0.00
7008	1010 POOLED CASH	1				22,452.60-	1,049,432.96	1,019,366.22	7,614.14
7008	1460 ACCOUNT RECV	1				1,856.42	0.00	0.00	1,856.42
7008	1900 ALLOW FOR DO	1				1,856.42-	0.00	0.00	1,856.42-
Total Assets						22,452.60-	1,973,925.06	1,943,858.32	7,614.14
7008	4010 ACCOUNTS PAY	2				0.00	47,932.40	71,788.03	23,855.63-
7008	4015 UNCLAIM OUTS	2				10.15-	0.00	0.00	10.15-
7008	4016 ABANDONED PR	2				72.63-	0.00	0.00	72.63-
7008	4017 GARNISHMNTS	2				0.00	3,326.46	3,326.46	0.00
7008	4251 RETMT PAY EMPYE2					21,521.48-	21,521.48	19,160.28	19,160.28-
7008	4252 HSA EMPLOYEE	2				0.00	3,580.91	3,580.91	0.00
7008	4254 TOBAC PAYBL	2				0.00	100.00	100.00	0.00
7008	4256 MED BENFLX	2				0.00	201,574.36	201,574.36	0.00
7008	4257 FLEX SPDG AC	2				0.00	1,925.24	1,925.24	0.00
7008	4258 NON-MED BNFLX	2				0.00	16,127.03	16,127.03	0.00
7008	4263 RETMT PAY EMPYR2					59,494.96-	59,494.96	53,107.83	53,107.83-
7008	4265 DEF COMP	2				0.00	6,738.67	6,738.67	0.00
7008	4267 CHAR CONT	2				0.00	2,610.44	2,610.44	0.00
7008	4268 SUP INSUR	2				0.00	1,098.12	1,098.12	0.00
7008	4271 ROTH DEF COMP	2				0.00	1,377.86	1,377.86	0.00
Total Liabilities						81,099.22-	367,407.93	382,515.23	96,206.52-
7008			1120		REG SALARIES	5,635,733.64	656,640.22	136,989.60	6,155,384.26
7008			1130		OTHER SALARI	101,159.58	6,952.88	0.00	108,112.46
7008			1140		OVERTIME	22,005.19	1,071.22	0.00	23,076.41
7008			2110		FICA TAXES	418,458.21	47,941.88	9,979.20	456,420.89
7008			2120		RETIREMENT C	453,064.59	53,107.29	11,146.26	495,025.62
7008			2130		LIFE HLTH IN	1,388,132.58	180,561.28	35,286.15	1,533,407.71
7008			2150		UNEMPL COMP	0.00	1,925.00	0.00	1,925.00

ORANGE COUNTY, FL

RUN DATE: 07-02-2018

SUMMARY TRIAL BALANCE BY FUND

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For Fiscal Period 9 for FY 2018

Fund# (313/549)

Fund	B.S.Account	Type	Ind.	Obj.	Rev.Src	Begin Balance	Total Debits	Total Credits	Ending Balance
7008				2200	PAYMTS-OPEB TR	103,610.00	0.00	0.00	103,610.00
7008				3125	INDIRECT COS	106,329.00	0.00	0.00	106,329.00
7008				3167	PYMTS TO OTH	4,748.82	364.39	176.00	4,937.21
7008				3170	JANITORIAL S	7,619.42	4,046.57	1,005.70	10,660.29
7008				3179	CONTR SV-EMP	5,282.11	4,408.96	2,204.48	7,486.59
7008				3185	CONTR SV-TRN	28,240.89	0.00	0.00	28,240.89
7008				3192	SFTWR LICENS	40,960.94	0.00	0.00	40,960.94
7008				3195	CONTR-MEDICA	21,213.00	4,691.00	975.00	24,929.00
7008				3197	CONTR SV NOS	3,839.70	4,125.00	1,950.00	6,014.70
7008				3350	OTH INSURANC	12,119.00	0.00	0.00	12,119.00
7008				3410	LOCAL TRAVEL	11,147.94	2,869.25	1,430.79	12,586.40
7008				3420	OUT CNTY TRV	15,157.33	5,704.60	683.01	20,178.92
7008				3510	POSTAGE and ME	10.75	0.00	0.00	10.75
7008				3520	MOVE CO ASST	0.00	6,048.00	3,024.00	3,024.00
7008				3530	TOLL CHARGES	1,070.19	368.04	175.98	1,262.25
7008				3610	RENTAL EQUIP	37,707.11	10,517.72	5,584.34	42,640.49
7008				3620	LEASES-BUILDING	186,813.35	20,553.40	10,276.70	197,090.05
7008				3710	UTILITIES	14,744.04	3,948.91	1,767.88	16,925.07
7008				3720	COMMUNICATIO	23,742.75	6,734.86	3,367.43	27,110.18
7008				3810	MAINTENANCE OF	16,997.36	1,608.84	757.63	17,848.57
7008				3820	MT OF EQUIP	16,533.16	3,917.20	2,047.32	18,403.04
7008				3825	INTERNAL FLEET	6,691.95	0.00	98.70	6,593.25
7008				3910	GRAPHIC REPR	0.00	434.00	0.00	434.00
7008				4010	DUESandMEMBERS	9,219.00	0.00	0.00	9,219.00
7008				4020	BOOKS, COMPACT	2,120.73	2,122.93	0.00	4,243.66
7008				4030	TRAINING AND ED	14,730.00	1,824.00	0.00	16,554.00
7008				4040	LICENSE and CE	1,579.88	1,650.00	0.00	3,229.88
7008				4110	OFFICE SUPPLIES	15,921.19	1,678.45	0.00	17,599.64
7008				4115	MISCELLANEOUS O	9,599.20	9,561.87	0.00	19,161.07
7008				4116	EVENT/MEAL REIM	2,559.51	342.82	0.00	2,902.33
7008				4121	COMPU EQ <\$500	9,333.84	0.00	0.00	9,333.84
7008				4123	EQUIPMT < \$1000	18,281.51	890.43	0.00	19,171.94
7008				4135	FOODandDIETARY	81,790.19	26,787.85	8,536.90	100,041.14
7008				4139	MEDICINESandDR	87.00	0.00	0.00	87.00


RUN DATE: 07-02-2018
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ORANGE COUNTY, FL
 SUMMARY TRIAL BALANCE BY FUND
 For Fiscal Period 9 for FY 2018

PAGE: 396
 Fund# (313/549)

Fund	B.S.Account	Type	Ind.	Obj.	Rev.Src	Begin Balance	Total Debits	Total Credits	Ending Balance
7008				4143	MEDandSURG SUP	1,317.65	0.00	0.00	1,317.65
7008				4195	MISC SUPPLIE	0.00	548.00	0.00	548.00
7008				4412	PROMO EXPEN	2,939.74	2,472.46	0.00	5,412.20
7008				4418	ED ASSIST PR	9,835.16	0.00	0.00	9,835.16
7008				4422	SCHOLARSHIPS	193.90	21.00	0.00	214.90
7008				4450	PARENT ACTIV	50.76	878.14	0.00	928.90
7008				4452	FIELD TRIPS HS	0.00	873.00	0.00	873.00
7008				4482	SELF INS-PRO	285,499.00	0.00	0.00	285,499.00
7008				6410	EQUIPMENT	6,675.65	0.00	0.00	6,675.65
7008				6438	CMPTER EQ>\$500	1,650.00	0.00	0.00	1,650.00
7008				6440	SOFTWARE	3,447.00	0.00	0.00	3,447.00
Total Expenditure						9,159,963.51	1,078,191.46	237,463.07	10,000,691.90
7008				3140	HLTH & HUMAN	8,643,094.26-	0.00	855,687.83	9,498,782.09-
7008				6440	SALE SUR FUR	3.00-	0.00	0.00	3.00-
7008				6855	REF PY OPER	81.68-	0.00	0.00	81.68-
7008				8130	GEN FD-INTRF	413,232.75-	0.00	0.00	413,232.75-
Total Revenue						9,056,411.69-	0.00	855,687.83	9,912,099.52-
Total for fund 7008						0.00	3,419,524.45	3,419,524.45	0.00-

Federal Reporting of Standard Forms (SF) 425 and 428

 eclkc.ohs.acf.hhs.gov/policy/pi/acf-pi-hs-17-04

U.S. (United States) Department
of Health and Human Services

ACF
Administration for Children and Families

1. Log Number: ACF-PI-HS-17-04
2. Issuance Date: 08/21/2017
3. Originating Office: Office of Head Start
4. Key Words: Federal Reporting Changes; Financial Reports; SF-425; Cash Transactions; Expenditures; Tangible Personal Property Reports; SF-428

Program Instruction

To: All Head Start Grantees, including Head Start, Early Head Start, Early Head Start-Child Care Partnerships, Collaboration Offices, and National Centers

Subject: Federal Reporting of Standard Forms (SF) 425 and 428

Instruction:

This Program Instruction (PI) notifies grantees of the requirements for submission of the Federal Financial Report Standard Form (SF)-425 for cash transactions and for expenditures to the U.S. Department of Health and Human Services (HHS) Payment Management System.

Submission of Federal Financial Report SF-425

All Head Start grantees are required to submit financial reports detailing the cash transactions made for its federal award(s) and separate reports detailing the expenditures made for the same award(s). For most grantees, filing requirements are satisfied using the same report, Federal Financial Report SF-425.

Cash transactions are reported quarterly with online reporting to the HHS Payment Management System (PMS) on lines 10a–c of SF-425. Expenditures, obligations, and liquidations are reported either quarterly, semi-annually, or annually to the Administration for Children and Families (ACF) on lines 10d–o of SF-425. Head Start grantees currently meet their reporting requirements to ACF via postal mail or by scanning and emailing the form to their assigned fiscal specialist.

ACF and the Program Support Center are collaborating in the submission of SF-425 to reduce the burden on grantees, assist with the reconciliation of expenditures and disbursements, and to allow for timely closeout of grants.

Beginning with the fiscal year (FY) 2016 grant awards, this system of separate online reporting was consolidated into a single reporting system. Starting with these awards, both the cash transactions (lines 10a–c) and the expenditures, obligations, and liquidations (lines 10d–o) are reported through the grantee online accounts with PMS. Every grantee has a PMS account to allow access to complete SF-425. If your office needs additional user access, please contact your PMS representative.

Note the following important conditions:

- This reporting method became effective with the FY 2016 financial reports.
- Any remaining reports still required, or revised, for FY 2015 or earlier must be submitted as a scanned and uploaded document to the Grant Notes file in GrantSolutions.
- SF-425 reports are due as required in the award terms and conditions.
 - Reports will be due on one of the standard dates by which cash reporting is required to be submitted to PMS or at the end of a calendar quarter as determined by ACF. *See Table 1.*
- Unless instructed otherwise, such as through the terms and conditions or a special condition on the Notice of Award, all Head Start grantees are expected to submit three reports for each Notice of Award and each budget period they have received.
- Generally, awards are for a 12-month budget period. Head Start grantees will continue to submit the following reports:
 - Semi-Annual Report
 - Annual Report
 - Final Report
- Semi-Annual and Annual reports are cumulative, covering either six or 12 months of expenditures, respectively.
- Final Reports will be due on the quarterly submission date for the quarter after the end of their budget period. Grantees that have budget periods beginning Feb. 1, May 1, Aug. 1, and Nov. 1 are the exception. In these cases, the Final Reports will be due on the quarterly reporting date for the quarter in which the grantee's budget period ended. No Final Report will be due sooner than 90 days after the end of the applicable budget period.
- Box 12 of the Final Report must include the following:
 - Total Amount of U.S. Department of Agriculture (USDA) Reimbursement: \$_____
 - Total Development and Administrative Expenditures: \$_____ (federal and non-federal)
 - If an unobligated balance of federal funds is being reported on line 'h,' the grantee must provide a breakdown of total federal expenditures for each 'CAN NO.,' which appears in box 25, Financial Information, on the most recent Notice of Award for the budget period.
- To aid in understanding, see the table below. Note that in some cases, the Annual Report and the Final Report will be due on the same date.

Table 1. Find the month in which your Head Start budget period begins in Column 1 and then read across that line.

Budget Period Begins	First SF-425 Due	Report Cumulative Costs through	Annual SF-425 Due	Report Cumulative Costs through	Final SF-425 Due
January 1	Jul 30	Jun 30	Jan 30	Dec 31	Apr 30
February 1	Oct 30	Jul 31	Apr 30	Jan 31	Apr 30*
March 1	Oct 30	Aug 31	Apr 30	Feb 28/29	Jul 30
April 1	Oct 30	Sep 30	Apr 30	Mar 31	Jul 30
May 1	Jan 30	Oct 31	Jul 30	Apr 30	Jul 30*
June 1	Jan 30	Nov 30	Jul 30	May 31	Oct 30
July 1	Jan 30	Dec 31	Jul 30	Jun 30	Oct 30
August 1	Apr 30	Jan 31	Oct 30	Jul 31	Oct 30*
September 1	Apr 30	Feb 28/29	Oct 30	Aug 31	Jan 30
October 1	Apr 30	Mar 31	Oct 30	Sep 30	Jan 30
November 1	Jul 30	Apr 30	Jan 30	Oct 31	Jan 30*
December 1	Jul 30	May 31	Jan 30	Nov 30	Apr 30

****The annual and final reports are due on the same date.***

Submission of Tangible Personal Property Report SF-428

Grantees are required to provide Tangible Personal Property Report SF-428 and SF-428B, and if needed, SF-428S, not later than 90 days after the close of the project period. Grantees are to scan and upload completed copies of the SF-428 reports to the specified folders in the Grant Notes section of GrantSolutions.

Questions related to fiscal reporting and other administrative requirements should be directed to the assigned grants management specialist identified in the Head Start Enterprise System (HSES). Should your office need additional PMS accounts, please contact your PMS representative at www.dpm.psc.gov.

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

/ Ann Linehan /

Ann Linehan
Acting Director
Office of Head Start

Resources:

Post-Award Reporting Forms: SF-425 and SF-428

See PDF Version of Program Instruction:

[acf-pi-hs-17-04.pdf](#)[PDF, 115KB]

FEDERAL FINANCIAL REPORT

(Follow form instructions)

1. Federal Agency and Organizational Element to Which Report is Submitted		2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment)				Page 1 of _____ pages	
3. Recipient Organization (Name and complete address including Zip code)							
4a. DUNS Number		4b. EIN		5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment)		6. Report Type <input type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input type="checkbox"/> Annual <input type="checkbox"/> Final	
7. Basis of Accounting <input type="checkbox"/> Cash <input type="checkbox"/> Accrual							
8. Project/Grant Period (Month, Day, Year) From: _____ To: _____				9. Reporting Period End Date (Month, Day, Year) _____			
10. Transactions (Use lines a-c for single or combined multiple grant reporting)						Cumulative	
Federal Cash (To report multiple grants separately, also use FFR Attachment):							
a. Cash Receipts							
b. Cash Disbursements							
c. Cash on Hand (line a minus b)							
(Use lines d-o for single grant reporting)							
Federal Expenditures and Unobligated Balance:							
d. Total Federal funds authorized							
e. Federal share of expenditures							
f. Federal share of unliquidated obligations							
g. Total Federal share (sum of lines e and f)							
h. Unobligated balance of Federal funds (line d minus g)							
Recipient Share:							
i. Total recipient share required							
j. Recipient share of expenditures							
k. Remaining recipient share to be provided (line i minus j)							
Program Income:							
l. Total Federal share of program income earned							
m. Program income expended in accordance with the deduction alternative							
n. Program income expended in accordance with the addition alternative							
o. Unexpended program income (line l minus line m or line n)							
11. Indirect Expense	a. Type	b. Rate	c. Period From	Period To	d. Base	e. Amount Charged	f. Federal Share
g. Totals:							
12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation:							
13. Certification: By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and intent set forth in the award documents. I am aware that any false, fictitious, or fraudulent information may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)							
a. Typed or Printed Name and Title of Authorized Certifying Official						c. Telephone (Area code, number, and extension)	
b. Signature of Authorized Certifying Official						d. Email Address	
						e. Date Report Submitted (Month, Day, Year)	
14. Agency use only:							

Standard Form 425 - Revised 10/11/2011
 OMB Approval Number: 0348-0061
 Expiration Date: 2/28/2015

Paperwork Burden Statement

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is 0348-0061. Public reporting burden for this collection of information is estimated to average 1.5 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0061), Washington, DC 20503.

FEDERAL FINANCIAL REPORT

(Follow form instructions)

1. Federal Agency and Organizational Element to Which Report is Submitted US DEPT OF HEALTH & HUMAN SERVICES		2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment) 04 CH010230-02-03		Page 1	of 1		
pages							
3. Recipient Organization (Name and complete address including Zip code) ORANGE COUNTY BOARD OF COUNTY COMMISSIONERS PO BOX 38 ORLANDO, FL 32802							
4a. DUNS Number 06-479-7251	4b. EIN 59-6000773	5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment) 7007	6. Report Type <input type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input type="checkbox"/> Annual <input checked="" type="checkbox"/> Final	7. Basis of Accounting <input checked="" type="checkbox"/> Cash <input type="checkbox"/> Accrual			
8. Project/Grant Period From: (Month, Day, Year) October 1, 2016		To: (Month, Day, Year) September 30, 2017		9. Reporting Period End Date (Month, Day, Year) September 30, 2017			
10. Transactions					Cumulative		
(Use lines a-c for single or multiple grant reporting)							
Federal Cash (To report multiple grants, also use FFR Attachment):							
a. Cash Receipts							
b. Cash Disbursements							
c. Cash on hand (line a minus b)							
(Use lines d-o for single grant reporting)							
Federal Expenditures and Unobligated Balance:							
d. Total Federal funds authorized					\$12,860,452.00		
e. Federal share of expenditures					\$12,832,385.00		
f. Federal share of unliquidated obligations					\$0.00		
g. Total Federal share (sum of lines e and f)					\$12,832,385.00		
h. Unobligated balance of Federal funds (line d minus g)					\$28,067.00		
Recipient Share:							
i. Total recipient share required					\$3,208,096.25		
j. Recipient share of expenditures					\$3,208,096.25		
k. Remaining recipient share to be provided (line i minus j)					\$0.00		
Program Income:							
l. Total Federal program income earned					\$1,693.17		
m. Program income expended in accordance with the deduction alternative					\$0.00		
n. Program income expended in accordance with the addition alternative					\$1,693.17		
o. Unexpended program income (line l minus line m or line n)					\$0.00		
11. Indirect Expense	a. Type	b. Rate	c. Period From	Period To	d. Base	e. Amount Charged	f. Federal Share
	Provisional	20.69%	10/1/2016	9/30/2017	12,719,103	2,631,582	106,329
g. Totals:					12,719,103	2,631,582	106,329
12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation: Expenses for PA 20 \$122,691; Expenses for PA 22 \$12,712,561; Admin Expenses \$1,273,016.96; Transportation expenses \$0; Disability expense \$381,054.15 and USDA Reimbursement \$1,407,933.55							
13. Certification: By signing this report, I certify that it is true, complete, and accurate to the best of my knowledge. I am aware that any false, fictitious, or fraudulent information may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)							
a. Typed or Printed Name and Title of Authorized Certifying Official AJIT LALCHANDANI, ORANGE COUNTY ADMINISTRATOR					c. Telephone (Area code, number and extension) 407-836-5705		
b. Signature of Authorized Certifying Official 					d. Email address Janet.Lusk@occompt.com		
					e. Date Report Submitted (Month, Day, Year) 12/21/2017 13:43		
14. Agency use only							

Standard Form 425
 OMB Approval Number: 0348-0061
 Expiration Date: 10/31/2011

Paperwork Burden Statement

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is 0348-0061. Public reporting burden for this collection of information is estimated to average 1.5 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0061), Washington, DC 20503.

Policy Council Meeting

Thursday, July 19, 2018

6:30 pm

Board Agenda Items Report

By: Khadija Pirzadeh, Contract Administrator

The following agenda items were submitted for approval to the Orange County Board of County Commissions meetings scheduled on **June 5, 2018**:

1. Florida Statewide Voluntary Prekindergarten Provider Contract
 2. Nemours Foundation Agreement related to provision of vision and hearing screenings
 3. Application for Federal Assistance related to COLA (2.6%)
 4. Application for Federal Assistance related to Supplemental Funds
 5. FL DCF Application for a License to Operate a Child Care Facility (Frontline Outreach)
-

The following two (2) items were submitted for OC BCC approval **on June 19, 2018**

1. Filing of HS Policy Council Program Information and Updates (May 2018)
2. Application for Federal Assistance (Head Start Grant)



Interoffice Memorandum

May 14, 2018

TO: Mayor Teresa Jacobs
-AND-
Board of County Commissioners

AGENDA ITEM

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

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

SUBJECT: Consent Agenda Item – June 5, 2018
Florida Department of Children and Families
Application for a License to Operate a Child Care Facility

The Head Start Division requests Board approval of the application for a new license between the Florida Department of Children and Families and Orange County. This license will allow the Head Start Program to provide comprehensive early childhood development for preschool children and support to their families at Frontline Outreach Head Start. The effective date of this license is from August 10, 2018 through August 10, 2019. The license fee of \$88 will be paid with Head Start funds.

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

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

SH/kp:jam
Attachment(s)

c: Randy Singh, Assistant County Administrator
Cristina Berrios, Assistant County Attorney, County Attorney's Office
John Petrelli, Director, Risk Management and Professional Standards
Yolanda S. Brown, Manager, Fiscal Division, Family Services Department
Jamillem Clemens, Grants Supervisor, Finance Division
Patria Morales, Grants Coordinator, Office of Management and Budget



Interoffice Memorandum

I. CONSENT AGENDA
FAMILY SERVICES
DEPARTMENT
2

May 14, 2018

AGENDA ITEM

TO: Mayor Teresa Jacobs
-AND-
Board of County Commissioners

THRU: Lonnie C. Bell, Jr., Director
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 – June 5, 2018
The Nemours Foundation Agreement

Theresa Jacobs

The Head Start Division requests Board approval of the Agreement and Addendum to Contract No. Y17-331 related to Business Associate Assurance and Accountability Act, Health Insurance Portability and Accountability Act (HIPAA), Privacy, Breach and Security Rules and the Florida Information Protection Act (FIPA). This contract will allow Nemours staff to provide Head Start children with vision and hearing screenings, which is mandated by federal performance standards. The term of the contract is from the date of execution through September 30, 2018.

The County Attorney's Office and Risk Management Division have reviewed this agreement for legality and compliance with County requirements.

ACTION REQUESTED: Approval and execution of (1) Orange County, Florida and The Nemours Foundation Agreement related to Provision of Vision and Hearing Screenings and (2) Orange County, Florida and The Nemours Foundation Addendum to Contract NO. Y17-331 related to Business Associate Assurance of Compliance with the Health Insurance Portability and Accountability Act (HIPAA) Privacy, Breach and Security Rules and the Florida Information Protection Act (FIPA).
(Head Start Division)

SH/kp:jam

Attachment(s)

c: Randy Singh, Assistant County Administrator
Cristina Berrios, Assistant County Attorney, County Attorney's Office
John Petrelli, Director, Risk Management and Professional Standards
Yolanda S. Brown, Manager, Fiscal Division, Family Services Department
Jamilie Clemens, Grants Supervisor, Finance Division
Patria Morales, Grants Coordinator, Office of Management and Budget



I. CONSENT AGENDA
FAMILY SERVICES
DEPARTMENT
3

Interoffice Memorandum

May 14, 2018

AGENDA ITEM

TO: Mayor Teresa Jacobs
-AND-
Board of County Commissioners

THRU: Lonnie C. Bell, Jr., Director *Lonnie C Bell Jr*
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 – June 5, 2018
State of Florida Statewide Voluntary Prekindergarten
Provider Contract Form OEL-VPK 20

The Head Start Division requests Board approval of the State of Florida Statewide Voluntary Prekindergarten Provider Contract between the Early Learning Coalition of Orange County and Orange County, Florida. This contract allows Head Start to provide high quality early learning instruction so that four year old children are successful in kindergarten. The term of the contract is from July 1, 2018 through June 30, 2019.

The County Attorney's Office and Risk Management Division have reviewed this standard provider agreement for legality and compliance with County requirements.

ACTION REQUESTED: Approval and execution of (1) State of Florida Statewide Voluntary Prekindergarten Provider Contract Form OEL-VPK 20 by and between Early Learning Coalition of Orange County and Orange County, Florida and (2) Delegation of Signing Authority for the State of Florida Statewide Voluntary Prekindergarten Provider Contract related to the Orange County Head Start Program; and approval of State of Florida Statewide Voluntary Prekindergarten Provider Contract Private Attachment Form OEL-VPK 20PP by and between Early Learning Coalition of Orange County and Orange County, Florida. (Head Start Division)

SH/kp:jam

Attachment(s)

c: Randy Singh, Assistant County Administrator
Cristina Berrios, Assistant County Attorney, County Attorney's Office
John Petrelli, Director, Risk Management and Professional Standards
Yolanda S. Brown, Manager, Fiscal Division, Family Services Department
Jamille Clemens, Grants Supervisor, Finance Division
Patria Morales, Grants Coordinator, Office of Management and Budget



Interoffice Memorandum

May 14, 2018

AGENDA ITEM

TO: Mayor Teresa Jacobs
-AND-
Board of County Commissioners

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

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

SUBJECT: **Consent Agenda Item – June 5, 2018**
Application for Federal Assistance related to
Cost-of-Living Adjustment (2.6 %) FY 2018

The Head Start Division requests Board approval of the Application for Federal Assistance related to Cost-of-Living Adjustment (COLA) between the Department of Health and Human Services, Administration for Children and Families, Office of Head Start and Orange County. The total COLA funds in the estimated amount of \$365,156, includes \$331,177 that will be used to offset higher operational costs of salaries, FICA, and retirement costs and \$33,979 which will be used for Training and Technical Assistance. The non-federal match of \$91,289 is derived from donations of goods and services and in-kind contributions from the County.

The Application for Federal Assistance includes a Compendium of required Certifications and Assurances for non-construction programs, Certifications regarding Lobbying for Contracts, Grants, Loans and Cooperative Agreements; Certification regarding compliance with Compensation Cap (Level II of the Executive Schedule); Certification of Filing and Payment of Federal Taxes; and Employee Compensation Cap Compliance Assurance. The term of the grant is from October 1, 2017 through September 30, 2018. The Head Start Policy Council approved the COLA grant at their meeting on May 17, 2018.

ACTION REQUESTED: Approval of Orange County Head Start Program Application for Federal Assistance related to Cost-of-Living Adjustment (2.6%) FY 2018 between Orange County and Department of Health and Human Services Administration for Children and Families, Office of Head Start Program; and approval and execution of (1) Certification of Filing and Payment of Federal Taxes; and (2) Employee Compensation Cap Compliance Assurance.

Consent Agenda Item – June 5, 2018

Application for Federal Assistance related to Cost-of-Living Adjustment .

Page 2

SH/kp:jam

Attachment(s)

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



Interoffice Memorandum

I. CONSENT AGENDA
FAMILY SERVICES
DEPARTMENT
5

May 14, 2018

AGENDA ITEM

TO: Mayor Teresa Jacobs
-AND-
Board of County Commissioners

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

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

SUBJECT: **Consent Agenda Item – June 5, 2018**
Application for Federal Assistance related to
Supplemental Funds FY 2017-2018

The Head Start Division requests Board approval of the Application for Federal Assistance related to Supplemental Funds between the Department of Health and Human Services, Administration for Children and Families, Office of Head Start and Orange County. Supplemental funds in the estimated amount of \$358,000 will be used as follows: install a covered walkway at East Orange Head Start, pour-in-place playground surface replacement materials at Pine Hills and John Bridges Head Start, and installation of new playground surface materials at Lila Mitchell and Hal Marston Head Start sites. The non-federal match of \$89,500 is derived from donations of goods and services and in-kind contributions from the County.

The Application for Federal Assistance includes a Compendium of required Certifications and Assurances for non-construction programs, Certifications regarding Lobbying for Contracts, Grants, Loans and Cooperative Agreements; Certification regarding compliance with Compensation Cap (Level II of the Executive Schedule); Certification of Filing and Payment of Federal Taxes; and Employee Compensation Cap Compliance Assurance. The term of the grant is from October 1, 2017 through September 30, 2018. The Head Start Policy Council approved the Supplemental grant at their meeting on May 17, 2018.

ACTION REQUESTED: Approval of Orange County Head Start Program Application for Federal Assistance related to Supplemental Funds FY 2017-2018 between Orange County and Department of Health and Human Services Administration for Children and Families, Office of Head Start Program; and approval and execution of (1) Certification of Filing and Payment of Federal Taxes; and (2) Employee Compensation Cap Compliance Assurance.

SH/kp:jam

Attachment(s)

c: Randy Singh, Assistant County Administrator
Cristina Berrios, Assistant County Attorney, County Attorney's Office
John Petrelli, Director, Risk Management and Professional Standards
Yolanda S. Brown, Manager, Fiscal Division, Family Services Department
Jamilie Clemens, Grants Supervisor, Finance Division
Patria Morales, Grants Coordinator, Office of Management and Budget



I. CONSENT AGENDA
FAMILY SERVICES
DEPARTMENT
4

Interoffice Memorandum

May 29, 2018

AGENDA ITEM

TO: Mayor Teresa Jacobs
-AND-
Board of County Commissioners

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

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

SUBJECT: **Consent Agenda Item – June 19, 2018**
Filing of Head Start Policy Council Program Information and Updates
for the Official County Record

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

Head Start Policy Council Program Information and Updates
Head Start Policy Council Meeting Minutes

May 2018
April 19, 2018

ACTION REQUESTED: Receipt and filing of Head Start Policy Council Program Information and Updates May 2018 and Head Start Policy Council Meeting Minutes April 19, 2018 for the official county record.

SH/kp:jam

Attachment(s)

c: Randy Singh, Assistant County Administrator
Cristina Berrios, Assistant County Attorney, County Attorney's Office
John Petrelli, Director, Risk Management and Professional Standards
Yolanda S. Brown, Manager, Fiscal Division, Family Services Department
Jamilie Clemens, Grants Supervisor, Finance Division
Patria Morales, Grants Coordinator, Office of Management and Budget



I. CONSENT AGENDA
FAMILY SERVICES
DEPARTMENT
3

Interoffice Memorandum

AGENDA ITEM

June 4, 2018

TO: Mayor Teresa Jacobs
-AND-
Board of County Commissioners

THROUGH: Lonnie C. Bell, Jr. Director
Family Services Department

A handwritten signature in black ink, appearing to read "Lonnie C. Bell Jr.", written over the typed name.

FROM: Sonya L. Hill, Manager
Head Start Division

A handwritten signature in black ink, appearing to read "Sonya L. Hill", written over the typed name.

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

SUBJECT: Consent Agenda Item – June 19, 2018
Orange County Head Start Program
Application for Federal Assistance
(Continuation – Year 4) FY2018-2019

The Head Start Division requests Board approval of the Application for Federal Assistance between the Department of Health and Human Services, Administration for Children and Families, Office of Head Start and Orange County. The total federal grant request is \$13,225,608 and includes \$156,870 for training and technical assistance. The required non-federal match in the amount of \$3,306,401 is derived from parent volunteerism, donation of goods and services, lease agreements, and County support.

The Head Start Grant will be used to provide comprehensive early childhood development services for 1,536 children and support to their families. Head Start families will receive information and referrals to community resources. Staff will provide case management and follow-up to help families become economically self-sufficient.

The application includes a compendium of required certifications and assurances related to Non-Construction Programs, Certifications regarding Lobbying, Certification regarding Compliance with Compensation Cap (Level II of the Executive Schedule), Certification of Filing and Payment of Federal Taxes and Employee Compensation Cap Compliance Assurance. The Head Start Policy Council approved the continuation grant at their meeting on May 30, 2018.

Consent Agenda Item – June 19, 2018

Application for Federal Assistance related to the Head Start Program

Page 2

ACTION REQUESTED: Approval of Orange County Head Start Program Application for Federal Assistance (Continuation - Year 4) FY 2018-19 between Orange County and Department of Health and Human Services, Administration for Children and Families, Office of Head Start in the estimated amount of \$13,225,608 for the continued operation of the Head Start Program; and approval and execution of (1) Certification of Filing and Payment of Federal Taxes; and (2) Employee Compensation Cap Compliance Assurance. The required non-federal match in the amount of \$3,306,401 is derived from parent volunteerism, donation of goods and services, lease agreements, and county support.

SH/kp:jarn

Attachment(s)

- c: Randy Singh, Assistant County Administrator
Cristina Berrios, Assistant County Attorney, County Attorney's Office
John Petrelli, Director, Risk Management and Professional Standards
Yolanda S. Brown, Manager, Fiscal Division, Family Services Department
Jamilie Clemens, Grants Supervisor, Finance Division
Patria Morales, Grants Coordinator, Office of Management and Budget

**Orange County Head Start
Policy Council
Meeting: July 19, 2018
Director's Program Information Update**

Orange County Head Start Division Administration Updates

- Orange County Head Start was approved to operate on the campus of Dillard Elementary School for the 18-19 School year. Head Start Management team met with the Principal and Vice Principal to discuss the procedures for opening a new site.
- Orange County held the year end professional development day on June 1, 2018. The meeting included program progress updates from all units, and Howard Phillips Center for Children & Families conducted training on child abuse for all staff.
- On June 1, 2018, staff year end award ceremony was held. Members of the Head Start team were recognized in the following categories: Above & Beyond, Peer to Peer, Perfect Attendance, and Managers Award. The Head Start centers were also recognized for their efforts toward the average daily attendance.
- Planning meetings for the 2018-2019 school year started the month of June 2018 to include: Revising and updating Internal monitoring, monthly reports and standard operating procedures. Updating and revising the reports and monitoring will yield higher program outcomes.
- Interviews were held for the vacant position of Monitoring & Evaluation Coordinator. Selection was made and onboarding process will begin with Orange County Human Resources.
- Units have started to make corrections to the Program Information Report which is due in the Office of Head Start on August 31, 2018.
- Orange County Head Start Division contract S-734 has been selected by the Bureau of Child Care Food Programs (CCFP) for a study that regularly reviews operating requirements of contractors that have multiple contracts with the CCFP, charge indirect cost rates to CCFP budgets/claims, and receive \$750,000 or more in total reimbursements annually

Early Childhood Development & Education

- Orange County Head Start began the last month of the Full Day/Full Year program which was from June 4, 2018-June 29, 2018. The lessons focused on Summer time fun with learning.
- The Education unit completed interviews and selection process to fill the vacant positions; 3 Center Supervisors, 5 Teachers and 7 Teacher Assistants. The unit has selected 2 Center Supervisors, and 5 Teachers to start the onboarding process. The interviews for the Teacher Assistants will take place in July 2018.
- Phase II of the High Scope training for the Curriculum Specialist, and Mental Health/Disabilities Coordinators was held for two weeks in June 2018. The training will ensure the programs capacity to implement the curriculum with fidelity.

Parent, Family and Community Engagement (PFCE)

- Family Service Workers continue to complete eligibility applications for families interested in the Head Start program.
- Family Service Workers completed the close out of the 2017-2018 school year with sending the comprehensive files to Records Management.

Childhood Health and Developmental Services (CHDS)

- Head Start management and members of the health unit participated in a tour of the Orange Blossom Family Health Clinic (OBFHC) to obtain knowledge for better implementation of the contract between OBFHC and Orange County Head Start.
- Nutrition began the process with the Office of Procurement regarding the bid process for the Food service contract. The contract will start for the 2018-2019 school year.
- Nemours Early Head Start/Head Start collaborative face to face meeting was held to discuss the roadmap and scope of services for the partnership between Nemours, OBFHC and Head Start.
- Mental Health/Disabilities completed evaluations and other pre documents for the Office of Procurement to start soliciting bids for contract to provide specialized services for children. The services include speech and language therapy, occupational therapy and behavioral therapy.

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

- The ERSEA unit completed the selection process for the 2018-2019 school year.

Fiscal Infrastructure

Provided salary projections from June 2018 until the end of the fiscal year.

Meetings and Events for June

- Policy Council Executive Board & General Meeting
- Weekly Reflective meetings with Sr. Program Manager & Fiscal Program Manager
- Family Services Managers Meeting
- Florida Early Childhood Education Advisory Council meeting
- Florida Head Start Association Conference call for Children's week planning meeting



June 19, 2018

Captain Robert Bialas
Regional Program Manager
Administration for Children and Families
Region IV-Office of Head Start
Atlanta, GA 30303-8909

Dear Captain Bialas:

The purpose of this letter is to notify the Administration for Children and Families (ACF) the Orange County Board of County Commissioners (BCC) met on June 19, 2018 and unanimously approved the Head Start application for federal assistance related to the non-competitive five-year grant (continuation – year 4). This vote indicates the full support of the BCC as the non-federal entity. The grant is for the FY 2018-19 in the amount of \$13,068,738 for operations and \$156,870 training and technical assistance.

Sincerely,

Ajit M. Lalchandani
Orange County Administrator

AJIT M. LALCHANDANI, County Administrator

201 South Rosalind Avenue • **Reply To:** Post Office Box 1393 • Orlando, Florida 32802-1393

Telephone 407-836-7366 • FAX 407-836-7399

Ajit.Lalchandani@ocfl.net

Having trouble reading this email? Try the web version



ADMINISTRATION FOR
CHILDREN & FAMILIES
Office of Head Start

Introducing the Director of the Office of Head Start

Meet Dr. Deborah Bergeron

Dear Head Start program staff:

I am thrilled to be working as the director of the Office of Head Start. My background is in pre-kindergarten through 12th grade public education, as a classroom teacher and elementary and high school administrator. While I've led schools with Head Start, my efforts have been centered around public education. It is this experience, I am sure, that is driving my focus on school readiness as it pertains to a child's transition into kindergarten. There are many ways in which Head Start programs and the receiving elementary schools can work together to ensure that the gains children make in Head Start are appreciated and sustained. I believe the folks who show up daily to run Head Start programs can directly and effectively impact how children are being prepared for life beyond Head Start—most typically, public school kindergarten.

As I begin to unfold this priority and the action steps that will follow, I would ask you to reflect on your practice. As Head Start staff, what do you currently do to ensure your children leave your Head Start center prepared for kindergarten? Do you have a strong relationship with your children's receiving kindergartens? Its administrator? Its kindergarten staff? Do you know what kinds of assessments your receiving kindergartens will conduct when children arrive? Have you worked together to agree on what children should know and do when they arrive in kindergarten? If so, does that knowledge inform your curriculum? Do your children and their parents know where they will go to kindergarten? Have they met potential teachers? Visited their possible building or classroom?

School readiness is complex for sure. It has been a driving force within Head Start since it began more than 50 years ago. I am confident you are already tackling children's readiness for kindergarten in many ways. My hope is by raising awareness around this very important standard, sharing Head Start success stories, and following up with support that will enhance your programming, together we can ensure our most vulnerable children arrive in kindergarten presenting exemplary school readiness skills. Head Start center directors and public school principals have very similar roles. As a former principal, I understand how busy you are all year, but I know it gets especially busy when the regular program year begins. My hope is to provide you with as much direction as possible in the area of kindergarten readiness prior to the start of the new program year this fall so you can take time to think, reflect, plan, and start taking some action.

I invite you to tune in for more information on **Monday, July 9, 2018 at 10 a.m. ET**. Through a video message, I will be expanding on this dimension of school readiness. It will be available for on-demand viewing at <https://eclkc.ohs.acf.hhs.gov/about-us/article/leadership>. Head Start's comprehensive programming sets it apart from so many other children's programming. Transition to kindergarten is only one component. I look forward to working with you on all of the very important aspects of Head Start and supporting you in ways that help you along the path of continuous improvement. Our most vulnerable children are worth it!

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

/ Dr. Deborah Bergeron /

ORANGE COUNTY HEAD START 2017-2018

ERSEA REPORT

MONTH: JUNE

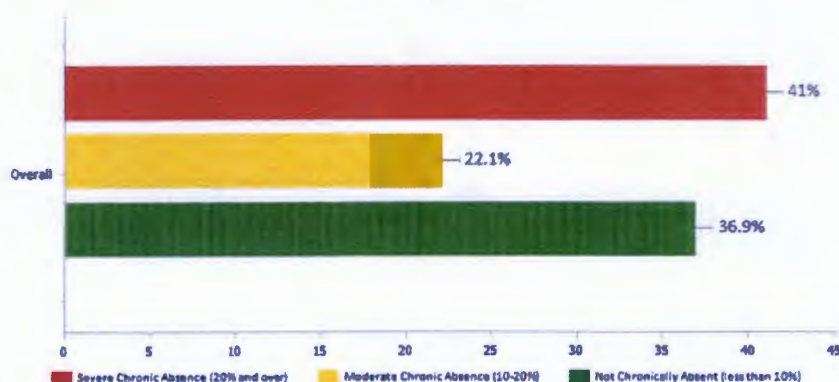
YEAR: 2018



Sites	Funded Enrollment	Monthly Actual Enrollment	10% IEP Actual Enrollment	Drops YTD	Monthly Waiting List	Monthly New Applications	Monthly Attendance 20 Days
Aloma	20	20	4	6	11	0	62%
Bithlo	13	13	0	2	5	0	68%
Callahan	26	26	2	9	5	0	80%
Denton Johnson	20	20	2	9	3	0	72%
Dover Shores	CLOSED						
East Orange	70	70	11	21	30	0	89%
Engelwood	CLOSED						
Evans	CLOSED						
Frontline	59	59	10	12	0	0	80%
Hal P Marston	45	45	5	16	2	0	76%
John Bridges	62	62	13	22	7	0	70%
Lila Mitchell	40	40	4	3	29	0	70%
Maxey	CLOSED						
McCoy	35	35	9	7	3	0	77%
Pine Hills	100	100	6	23	53	0	78%
SO YMCA	34	34	0	15	6	0	78%
Southwood	70	70	15	5	50	0	74%
Taft	66	66	8	6	24	0	64%
Three Points	39	39	10	2	7	0	62%
Ventura	20	20	5	1	7	0	76%
WS ELC	40	40	1	14	6	0	79%
WS Elementary	CLOSED						
Total	759	759	105 (4.6%)	191	287 (18%)	0	75%
Goal	759	759	+ 154 (10%)	-199	+ 154 (10%)	Pending	90%
Previous Month	1536	1536	205 (13%)	191	287 (18%)	25	87%

Monthly Chronic Absenteeism	Current Month	Monthly Goal	Previous Month	Reasons w/ Highest Percentages	
Severe Chronic Absences (20% Over)	41%	Pending	23.2%	Unexcused/Unexpected	27%(1001)
Moderate Chronic Absences (10-20% Over)	22%	Pending	29%	Dropped	26% (962)
Not Chronically Absent (Less than 10%)	36%	Pending	47.9%	Sick	14% (509)

CHRONIC ABSENCE (Percentage)
Orange County Head Start



ORANGE COUNTY HEAD START 2018-2019

Site (Subject to Change)	Funded Enrollment (Subject to Change)	Returning Children (Subject to Change)	New Applications Needed by Site for Selections (Subject to Change)	Total Applications Completed for Selections	Recruitment Efforts
Aloma	37	17	23	30	Catholic Charities
Bithlo	30	16	17	20	Circle K, Village Inn Motel
Callahan	49	20	37	40	
Denton Johnson	34	14	27	20	Healthy Eatonville Place, The Wig Hut, Felisha Johnson, Coleman's Sports Design Pizza, Patty Brinkman, Hair Studio-ENU, Euro Designs, Discount Store, Andy's Grocery, New Life Church, Community Health Centers, Omeyu Apartments, Eatonville Police Dept., Momz Kitchen, Stephanie Pierce Lockhart ES, Latoya N. Chambers, Rosemonte Elementary, Village Springs, Tzadik Brookside, Latanya Williams LKWE, West Kennedy Apts., Katrina Hotel, Sunshine Express, Winter Park Community Center, Winter Park Tech, The Oaks Apt., Winter Park Food Market, Wand Chapel, Welbourne Ave Nursery, Lexington Apts., Waterfall Cove Apts., Motel 6, Country Side Inn and Suites
Dover Shores	40	26	17	26	Engelwood Neighborhood Center, Tamarack East Mobile Home Park, Curry Ford Goodwill
East Orange	120	51	82	110	WIC, East Orange Parks and Rec., OC Library System, Waterford Pointe Apts., Downey Christian School, Avalon Reserve Apts.
Engelwood	60	23	41	57	
Evans	13	4	11	11	
Frontline	77	42	39	39	Citrus Glen Apts., Metro PCS, Coin Laundry
Hal P Marston	103	40	72	72	Nassau Bay Apts., Village Park at Lake Orlando, Village Lakes at Lake Orlando
John Bridges	120	57	80	83	
Lila Mitchell	72	27	48	72	
Maxey (Pending New Site)	34	13	22	23	
McCoy	40	19	25	28	
Pine Hills	200	98	119	155	Wellcare/Staywell, Pizza Hut, FCMS, Metro PCS, Taco Bell, Tire Plus, West Oaks Elementary, Woodhill Apts., T-mobile, NACA, Easy Access Wobdell Clinic, Beacon Hills Apts., Eveylyn's Hair Creations, Imperial Beauty Supply
SO YMCA	60	27	43	43	Dollar Tree, Pinch-a-Penny, Subway
Southwood	120	42	81	115	Waterview Apts., Oak Ridge Coin Laundry, Rapid Insurance Services
Taft	120	52	72	72	Sand Lake Pointe, WAWA, Café Pinar, 5 and Below, Southeast Branch Library, Skylake Coin, CASH Advance America, Food Drive at TAFT Community Center
Three Points	60	20	42	42	
Ventura	20	5	31	31	
WS ELC	79	45	46	41	
WS Elementary	34	22	14	14	
Total	1536	680	989	1144	

JUNE 2018 Updates:

- Selections completed for 21 sites
 - Pending Denton Johnson
- Recruitment at various Fairs/Events:
 - Back to School Fairs-Commissioner Siplin and Commissioner Bonilla

Orange County Head Start

Parent Family and Community Engagement 2017-2018

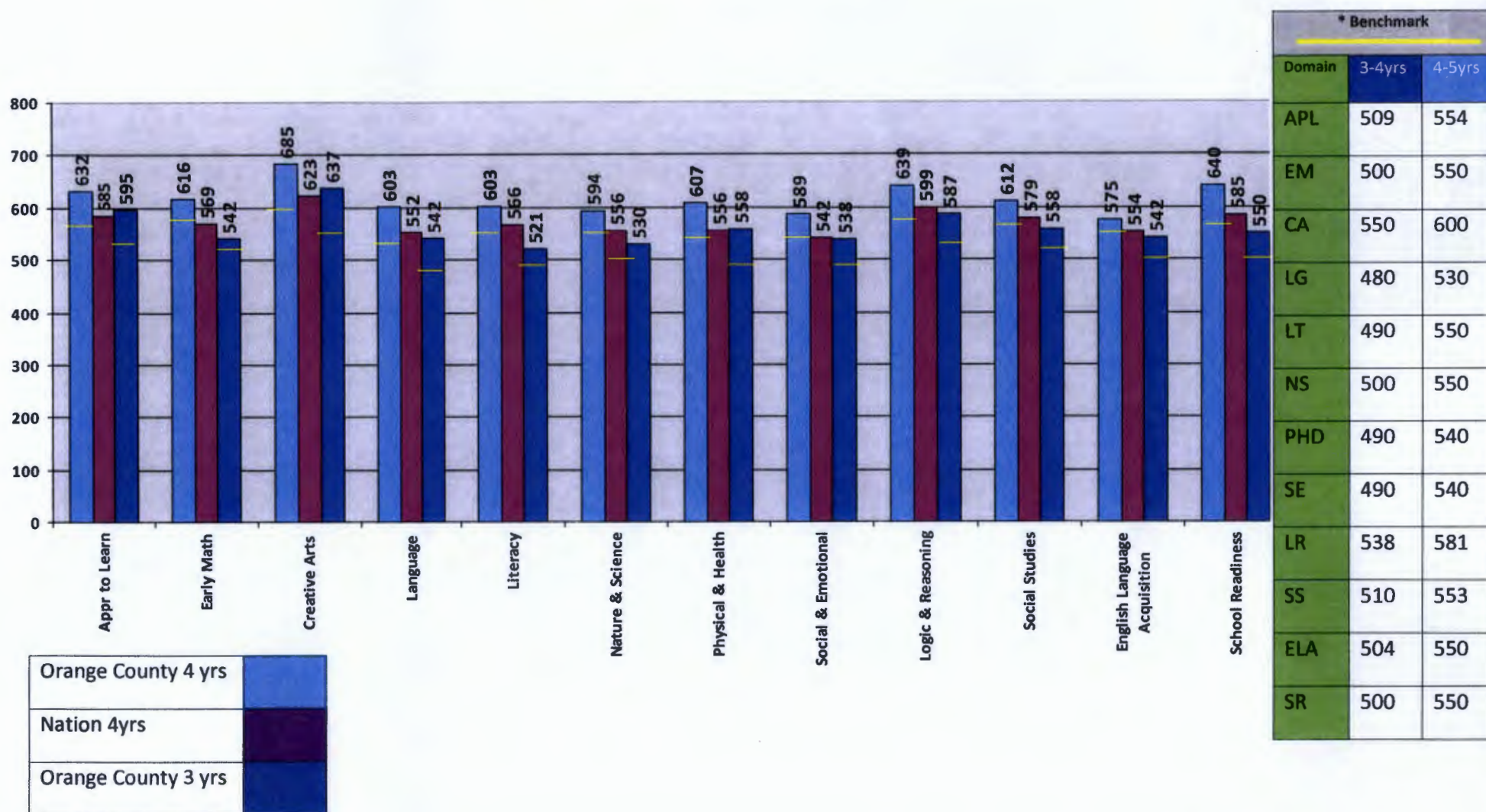
Monthly Report: June 2018

- Three (3) Attendance home visits
- Three (3) families received Crisis/Emergency Assistance.
- Two (2) parents received Educational Services.
- Two hundred fifty three (253) Health Services Follow ups were done by Community Service Worker.
- Nine (9) families were referred for family services.
- Ninety six (96) were provided families services
- Ten (10) Parent Meetings were held this month. One hundred seventy six (176) parents attended parents meetings. Twenty five (25) males attended.
- Zero (0) Fatherhood Activities was held this month. Zero (0) fathers attended fatherhood initiatives.
- Eight (8) Parents Trainings were held this month. Eighty one (81) parents attended Parents Trainings.

Trainings:

- Affordable Recreation Activities
- Summer Fun Safety Tips
- Credit report and scores (CFPB)
- Mental Health
- Pool Safety/Summer Water Safety
- Preparing for Hurricane Season
- Health Records

Orange County Head Start
Early Childhood Assessment Scores
June 1, 2018-June 30, 2018



*The benchmark indicates a child's position on a developmental path and is the estimated measure of what a child has learned in the form of a Developmental Level (DL) scale score.



ORANGE COUNTY GOVERNMENT
HEAD START
POLICY COUNCIL
MEETING MINUTES



1718 E. Michigan Street
Orlando, FL 32806
June 21, 2018

Call to Order by: Dexter Nelson, Chairperson at 6:48 p.m.

Roll Call by: Sandra Moore, Administrative Assistant

Attended By:

Cecilia Pierre	Aloma	Treasurer
Miri Nizar	Dover Shores	Representative
Maritza Vasquez	Engelwood	Representative
Miguerline Elibert	Engelwood	Alternate
Stacey Vincent	Hal P. Marston	Representative
Tequila Henderson	Lila Mitchell	Representative
Lara Urdaneta	Maxey	Representative
Leah Ackerman	McCoy	Representative
Samona Heard	South Orlando YMCA	Representative
Cyndi Salami	South Orlando YMCA	Alternate
Johanna Nieves	Taft	Representative
Precious Williams	W/S Elementary	Representative
Dexter Nelson	Past Parent	Community Rep
Jeneka Lloyd	Past Parent	Community Rep
AnnMarie Alvarado	CHS	Community Rep
Victoria Siplin	Commissioner	OCBCC

Quorum Established

Staff:

Polly Boulter	Hal Marston	Teacher Assistant
Joyce Glover Thomas	Frontline	Teacher Assistant
Diana Gamble	Hal Marston	Teacher Assistant
Sonya Hill	Main Office	Manager
Sandra Moore	Main Office	Admin Assistant
Yvette Meade	Main Office	Admin Specialist
Milagros Font	Main Office	Sr. Program Manager
Pedro Berrios	Warehouse	Warehouse Tech
Khadija Pirzadeh	Main Office	Contract Admin
Bernice Mendez	Main Office	Sr. FSW
Sunitha Koorathota	Main Office	Field Ops Supervisor
Vidya Deonarine	Main Office	Education Coordinator

Chairperson Nelson requested a motion to adopt the Agenda

Motion: Cecilia Pierre, Treasurer

Second: Leah Ackerman, McCoy, Representative

Status: The motion was carried with no objections

Chairperson Nelson requested a motion to accept the minutes from May 17, 2018

Motion: AnnMarie Alvarado, Community Rep

Second: Cecilia Pierre, Treasurer

Status: The motion was carried with no objections

Budget Report by Khadija Pirzadeh

Some new items are being ordered at this time to improve health in the classroom such as; first aid kits, nebulizer, glow germ kits, and toothbrush sanitizers

Report of BCC Vote by Khadija Pirzadeh

2 items were submitted; April Policy Council Packet and Orange County Facility and Land Use Agreement

HR Report by Sonya Hill, Manager

Sonya went over the HR report including a request to approve the promotion of Dwayne Horne to Sr. Family Service Worker

Chairperson Nelson requested a motion to approve the HR report

Motion: Stacey Vincent, Hal P. Marston, Representative

Second: Samona Heard, South Orlando YMCA, Representative

Status: The motion was carried with no objections

Division Manager's Report by Sonya Hill

- Start recruiting for the next Getting Ahead Session
- OCHS made some org chart changes
- T/TA increase to the budget. First time in about 20 years.
- Requested funds to build a covered walkway at East Orange and improve playgrounds at 3 centers.
- Full Enrollment Initiative – Centers that are considered chronically under enrolled will have their budget permanently decreased. OCHS is not in danger in this area since we are fully enrolled and have a healthy waiting list.
- There is a new Office of Head Start Director

Service Area Reports

Education Report by Vidya Deonarine

Ms. Deonarine highlighted that OCHS is exceeding the benchmarks and the nation's scores.

AnnMarie Alvarado asked

Ms. Hill stated for the next meeting she will show baseline of where all the 3 year olds and 4 year olds are now. Filter report to show gains for children with IEPs and dual language learners.

ERSEA report by Bernice Mendez, Sr. Family Service Worker

- Will work on unexcused absences for next program year.
- Recruitment continues for 2018/2019/. Only need 4 more sites to be fully enrolled
- Some parents may have stopped bringing their children after their center ceremony. OCHS may look at doing the transition activities closer to the last day of school to avoid absenteeism at the end of the school year.

PFCE report by Bernice Mendez, Sr. Family Service Worker

Mental Health/Disabilities report by Milagros Font

Nutrition report by Milagros Font

New Business:

- Leadership Training Discussion: This would be provided to anyone who is interested in serving on the Policy Council next school year on the Executive Committee or Community Rep

Chairperson Nelson recognized new members on Policy Council; from Dover Shores, Miri Nizar, Stacey Vincent, moved up from Alternate to Representative from Hal P. Marston.

Yvette Meade, Admin Assistant spoke to the group about cashing the mileage checks they receive from the county. She had a small stack of outstanding, uncashed checks received from finance. No matter the amount they must be cashed.

Chairperson Nelson requested a motion to adjourn the meeting

Motion: AnnMarie Alvarado, Community Rep

Second: Johanna Nieves, Representative, Taft

Status: The motion was carried with no objections

Meeting Adjourned at 7:45 p.m.

Next Policy Council Meeting is July 19, 2018