

BCC Mtg. Date: November 29, 2016

Interoffice Memorandum



AGENDA ITEM

November 1, 2016

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

Lonnie C. Bell Jr.
Sonya L. Hill
Contact: Khadija Pirzadeh, (407) 836-8912
Sonya Hill, (407) 836-7409

SUBJECT: Filing of Head Start Policy Council Program Information and Updates
for the Official County Record
CONSENT AGENDA ITEM November 29, 2016

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

October 2016
September 15, 2016

ACTION REQUESTED: Receipt and filing of Head Start Policy Council Program Information and Updates October 2016 and Head Start Policy Council Meeting Minutes September 15, 2016 for the official county record.

SH/kp

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



Lonnie C. Bell Jr.
Director, Family Services

Orange County Government

HEAD START POLICY COUNCIL

PROGRAM INFORMATION & UPDATES



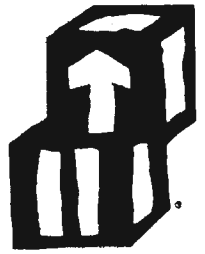
Sonya L. Hill
Head Start Division Manager



OCTOBER 2016



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



POLICY COUNCIL MONTHLY MEETING

Who: Policy Council Members

Date: THURSDAY- OCTOBER 20, 2016

Time: 6:30 PM

**Location: GOV 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

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

SEE YOU THERE!!!!



AGENDA

Orange County Government ● Head Start Policy Council ● GOV Dining Hall
1718 E. Michigan Street ● Orlando, Florida 32806

October 20, 2016

MEETING STARTS AT 6:30 p.m.

1. Call to Order – Chairperson
2. Roll Call – Secretary
3. Adoption of Agenda
4. Speakers
 - a. FACA Child Abuse Awareness – Martha Brown
 - b. Sunshine Law Training
5. Secretary Report
 - a. Review of Minutes
6. Human Resources Report
7. Budget Report
8. Head Start Division Manager's Report – Sonya Hill, Head Start Division Manager
9. Commissioner/Commissioner's Liaison Report- Commissioner Victoria Siplin
10. Service Area Reports
11. Old Business
 - a. Recognition
12. New Business
 - a. Committee Chairperson Appointments
 - b. Fatherhood Engagement
 - c. Mommy Moments Women's Group
 - d. Mileage
 - e. School Readiness Committee
 - f. Community Reps Presentation
 - g. November Pot Luck
 - h. Program Governance Training Part II
13. Public Comment
14. Adjourn

FAMILY SERVICES MONTHLY EXPENSE REPORT THROUGH SEPTEMBER 30, 2016: FUND: 7406 DEPT: 062 UNIT: 7523 (USDA-ADMIN): 100% OF FY ELAPSED

OBJ	APR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL YTD	BALANCE	% BUDGET USED YTD
120	7FQ	REGULAR SALARIES and	118,562.00	2,779.04	5,900.48	7,225.60	8,518.40	8,518.40	12,777.60	8,482.85	8,663.84	8,518.40	8,518.40	12,777.60	8,515.17	101,195.78	17,366.22	85%
140	7FQ	OVERTIME	600.00	.00	24.24	.00	.00	.00	24.24	36.36	169.68	31.51	.00	169.68	.00	455.71	144.29	76%
110	7FQ	FICA TAXES	9,078.00	194.85	432.36	531.89	630.01	630.00	946.89	630.07	654.11	632.44	630.01	958.01	629.76	7,500.40	1,577.60	83%
120	7FQ	RETIREMENT CONTRIBUTION	8,615.00	201.76	430.13	524.58	618.44	618.44	929.42	618.50	641.32	620.72	640.58	973.63	640.34	7,457.86	1,157.14	87%
130	7FQ	LIFE and HEALTH INSURANCE	27,520.00	694.89	824.90	828.49	872.50	872.50	1,308.75	872.50	872.50	872.50	872.50	1,308.75	872.50	11,073.28	16,446.72	40%
131	7FQ	HSA/FSA CONTRIBUTION	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	0%
200	7FQ	PAYMENTS TO OPEB TRUST	1,326.00	.00	.00	.00	.00	.00	.00	1,326.00	.00	.00	.00	.00	.00	1,326.00	.00	100%
		SALARIES	165,701.00	3,870.54	7,612.11	9,110.56	10,639.35	10,639.34	15,986.90	11,966.28	11,001.45	10,675.57	10,661.49	16,187.87	10,657.77	129,009.03	36,691.97	78%
125	7FP	INDIRECT COSTS	6,543.00	.00	.00	.00	.00	.00	6,543.00	.00	.00	.00	.00	.00	.00	6,543.00	.00	100%
410	7FR	LOCAL TRAVEL	2,000.00	.00	.00	64.66	.00	30.71	61.54	120.33	132.17	70.09	87.13	98.79	137.77	803.19	1,196.81	40%
530	7FR	TOLL CHARGES	35.00	.00	.00	.00	.00	.00	4.71	8.66	2.18	6.00	8.20	5.20	.00	34.95	.05	100%
820	7FR	MAINTENANCE OF EQUIPMENT	495.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	495.00	0%
110	7FR	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	1,441.00	.00	.00	.00	.00	.00	.00	405.24	.00	.00	.00	.00	.00	405.24	1,035.76	28%
418	7FR	EDUCATIONAL ASSISTANCE PROGRAM	1,100.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,100.00	0%
482	7FS	SELF INS-PROP CASUALTY	1,685.00	.00	.00	.00	.00	.00	.00	.00	1,685.00	.00	.00	.00	.00	1,685.00	.00	100%
		OPERATIONS	13,299.00	.00	.00	64.66	.00	30.71	6,609.25	534.23	1,819.35	76.09	95.33	103.99	137.77	9,471.38	3,827.62	71%
		TOTAL UNIT 7523	179,000.00	3,870.54	7,612.11	9,175.22	10,639.35	10,670.05	22,596.15	12,500.51	12,820.80	10,751.66	10,756.82	16,291.66	10,795.54	138,480.41	40,519.59	77%

FAMILY SERVICES MONTHLY EXPENSE REPORT THROUGH SEPTEMBER 30, 2016: FUND: 7406 DEPT: 062 UNIT: 7524 (USDA-SERVICES): 100% OF FY ELAPSED

3J	APR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ENC AMOUNT	TOTAL YTD	BALANCE	% BUDGET
20	7FT	REGULAR SALARIES and WAGES	147,300.00	11,577.18	13,923.89	13,924.64	13,731.01	13,684.67	19,507.93	13,148.80	13,232.90	11,003.17	1,510.37	12,562.92	12,233.08	.00	150,040.56	-2,740.56	102%
40	7FT	OVERTIME	200.00	.00	.00	51.17	.00	.00	17.39	.00	.00	34.78	.00	.00	.00	.00	103.34	98.66	52%
10	7FT	FICA TAXES	11,268.00	814.48	981.49	985.42	982.13	978.63	1,391.28	937.80	944.08	776.14	63.50	876.22	879.68	.00	10,612.65	655.35	94%
20	7FT	RETIREMENT CONTRIBUTION	10,694.00	840.49	1,010.86	1,014.62	996.84	993.47	1,417.51	954.58	960.69	801.36	113.59	944.74	919.94	.00	10,968.69	-274.69	103%
30	7FT	LIFE and HEALTH INSURANCE	75,000.00	4,376.38	5,149.14	5,149.14	4,987.32	4,987.32	7,480.98	4,987.32	4,987.32	4,987.32	4,987.32	7,480.98	4,987.32	.00	64,547.86	10,452.14	86%
31	7FT	HSA/FSA CONTRIBUTION	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	0%
00	7FT	PAYMENTS TO OPEB TRUST	4,586.00	.00	.00	.00	.00	.00	.00	3,536.00	.00	.00	.00	.00	.00	.00	3,536.00	1,050.00	77%
		SALARIES	249,048.00	17,608.53	21,065.38	21,124.99	20,697.30	20,644.09	29,815.09	23,564.30	20,124.99	17,602.77	6,674.78	21,866.86	19,020.02	.00	239,809.10	9,238.90	96%
70	7FU	JANITORIAL SVC and SUPPLY	1,000.00	.00	.00	130.80	.00	163.50	.00	.00	.00	.00	.00	.00	.00	.00	294.30	705.70	29%
15	7FU	MISCELLANEOUS OPERATING SUPPLIES	10,500.00	.00	.00	1,670.20	.00	2,095.86	3,862.79	1,319.20	.00	.00	1,252.22	.00	.00	.00	10,200.27	299.73	97%
30	7FU	SUPPLIES	8,500.00	.00	.00	.00	.00	183.01	.00	740.44	3.96	62.00	391.98	260.95	6.78	.00	1,649.12	6,850.88	19%
35	7FU	FOODandDIETARY	1,272,992.00	.00	.00	111,100.00	108,056.16	159,243.42	170,990.84	21,971.43	112,158.31	205,396.42	63,093.58	74,992.00	107,710.07	70,545.03	1,134,712.23	67,734.74	95%
82	7FS	SELF INS-PROP CASUALTY	8,220.00	.00	.00	.00	.00	.00	.00	.00	8,220.00	.00	.00	.00	.00	.00	8,220.00	.00	100%
		OPERATIONS	1,301,212.00	.00	.00	112,801.00	108,056.16	161,685.79	174,853.63	24,031.07	120,382.27	205,458.42	64,737.78	75,252.95	107,716.85	70,545.03	1,155,075.92	75,591.05	94%
		TOTAL UNIT 7524	1,550,260.00	17,608.53	21,065.38	134,025.99	128,753.46	182,329.88	204,668.72	47,595.37	140,507.26	223,061.19	71,412.56	97,119.81	126,736.87	70,545.03	1,394,885.02	84,829.95	95%

FAMILY SERVICES MONTHLY EXPENSE REPORT THROUGH SEPTEMBER 30, 2016: FUND: 7006 DEPT: 062 UNIT: 7521 (H.S. ADMIN): 100% OF FY ELAPSED

OBJ	APR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ENC AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	7FA	REGULAR SALARIES and	783,943.00	51,010.96	60,860.80	60,892.47	61,484.80	61,184.78	92,227.20	61,484.80	65,179.20	56,335.66	56,396.81	84,003.43	56,709.60	.00	767,770.51	16,172.49	98%
1130	7FA	WAGES	23,000.00	.00	.00	.00	.00	.00	4,800.00	2,320.00	2,110.00	2,860.00	3,020.00	800.00	.00	.00	15,910.00	7,090.00	69%
1140	7FA	OVERTIME	7,000.00	279.96	226.15	736.94	.00	139.41	151.20	718.73	149.22	97.44	532.51	1,583.35	453.12	.00	5,068.03	1,931.97	72%
2110	7FA	FICA TAXES	80,507.00	3,710.56	4,432.81	4,477.21	4,454.67	4,445.25	7,050.52	4,675.42	4,905.44	4,327.66	4,377.88	6,296.16	4,164.71	.00	57,318.29	3,188.71	95%
2120	7FA	CONTRIBUTION	57,422.00	3,832.94	4,594.93	4,604.58	4,594.08	4,582.42	6,902.10	4,646.26	4,268.71	4,227.33	4,420.37	6,657.93	4,425.45	.00	57,757.10	-335.10	101%
2130	7FA	INSURANCE	143,290.00	8,376.49	9,857.04	9,857.04	10,086.32	10,086.32	15,544.96	10,501.80	9,355.98	9,355.98	9,355.98	14,033.97	9,355.98	.00	125,767.86	17,522.14	88%
2131	7FA	HSA/FSA CONTRIBUTION	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	0%
2150	7FA	COMPENSATION	2,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,249.43	.00	1,249.43	750.57	62%
2200	7FA	TRUST	7,893.00	.00	.00	.00	.00	.00	.00	7,892.00	.00	.00	.00	.00	.00	.00	7,892.00	1.00	100%
		SALARIES	1,085,055.00	67,210.91	79,971.73	80,568.24	80,619.87	80,438.18	126,675.98	92,239.01	85,968.55	77,204.07	78,103.55	113,374.84	76,358.29	.00	1,038,733.22	46,321.78	96%
3125	7FB	INDIRECT COSTS	125,462.00	.00	.00	.00	.00	.00	106,329.00	.00	.00	.00	.00	.00	.00	.00	106,329.00	19,133.00	85%
3410	7FC	LOCAL TRAVEL	3,500.00	.00	.00	602.09	.00	229.06	451.38	503.05	333.27	310.43	84.82	526.84	718.63	.00	3,759.57	-259.57	107%
3420	7FC	OUT OF COUNTY TRAVEL	4,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,880.76	1,018.28	.00	2,879.04	1,120.96	72%
3510	7FC	MESSENGER SVCS	2,000.00	.00	.00	.00	.00	16.61	.00	.00	16.66	.00	.00	.00	.00	.00	33.27	1,966.73	2%
3530	7FC	TOLL CHARGES	150.00	.00	.00	27.68	.00	1.09	42.31	16.27	17.46	3.27	.00	16.35	18.54	.00	142.97	7.03	95%
3610	7FC	RENTAL OF EQUIPMENT	5,800.00	.00	.00	331.00	.00	.00	1,033.69	.00	237.23	237.23	.00	474.46	474.46	.00	2,788.07	2,811.93	50%
3720	7FC	COMMUNICATIONS	6,000.00	.00	.00	388.33	776.61	419.22	418.99	402.31	.00	905.92	.00	1,177.03	554.70	.00	5,043.11	956.89	84%
3820	7FC	EQUIPMENT	3,567.00	.00	.00	.00	.00	.00	1,590.87	.00	.00	809.72	.00	416.87	336.56	153.94	3,154.02	259.04	93%
3910	7FC	GRAPHIC REPROD SVCS	2,300.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	280.00	.00	.00	.00	280.00	2,020.00	12%
4010	7FC	DUES and MEMBERSHIPS	15,875.00	.00	7,680.00	450.00	.00	.00	.00	.00	.00	.00	2,500.00	.00	.00	.00	10,630.00	5,245.00	67%
4030	7FC	EDUCATIONAL COST	2,500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,175.00	100.00	.00	1,275.00	1,225.00	51%
4110	7FC	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	9,200.00	.00	.00	337.38	.00	1,081.55	1,557.51	540.82	1,106.34	.00	778.24	103.74	2,369.15	.00	7,874.73	1,325.27	86%
		MISCELLANEOUS																	
4115	7FC	OPERATING SUPPLIES	800.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	800.00	0%
4120	7FC	SOFTWARE < \$1000	3,036.00	.00	.00	604.86	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	604.86	2,431.14	20%
4121	7FC	COMPUTER EQUIPMENT LESS THAN \$500	5,080.00	.00	.00	152.99	.00	.00	.00	108.28	.00	.00	.00	3,700.00	1,370.25	.00	5,331.52	-251.52	105%
4123	7FC	\$1000	15,000.00	.00	.00	504.22	.00	.00	.00	5,446.81	21.29	.99	1,184.77	527.47	2,575.95	6,102.06	10,261.50	-1,363.56	109%
4412	7FC	EXPENSES	5,000.00	.00	.00	.00	.00	1,499.70	.00	.00	.00	.00	400.00	.00	.00	.00	1,899.70	3,100.30	36%
4418	7FC	EDUCATIONAL ASSISTANCE PROGRAM	2,000.00	.00	.00	2,500.00	-2,500.00	1,250.00	-1,250.00	.00	.00	.00	.00	.00	.00	.00	.00	2,000.00	0%
4422	7FC	BENEF	1,059.00	.00	.00	42.50	.00	25.80	135.00	27.75	.00	.00	.00	187.40	428.50	.00	846.95	212.05	80%
4482	7FN	CASUALTY	13,033.00	.00	.00	.00	.00	.00	.00	.00	13,033.00	.00	.00	.00	.00	.00	13,033.00	.00	100%
6438	7FG	\$500	3,300.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	3,235.52	.00	3,235.52	64.48	98%
		OPERATIONS	228,462.00	.00	7,680.00	5,941.05	-1,723.39	4,523.03	110,308.75	7,045.29	14,765.25	2,267.56	5,227.83	10,165.92	13,200.54	6,256.00	179,401.83	42,804.17	81%
		TOTAL UNIT 7521	1,313,517.00	67,210.91	87,651.73	86,509.29	78,896.48	84,961.21	236,984.73	99,284.30	100,733.80	79,471.63	83,331.38	123,540.76	89,558.83	6,256.00	1,218,135.05	89,125.95	93%

FAMILY SERVICES MONTHLY EXPENSE REPORT THROUGH SEPTEMBER 30, 2016: FUND: 7006 DEPT: 062 UNIT: 7522 (H.S.-SERV): 100% OF FY ELAPSED

OBJ	APR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ENC AMOUNT	TOTAL YTD	BALANCE	% BUDGET
1120	7FE	SALARIES and OTHER SALARIES	6,554,605.00	498,600.42	602,021.74	582,965.88	466,984.61	521,930.61	792,259.04	504,693.74	536,022.65	555,144.52	369,557.79	788,949.46	552,789.61	.00	6,771,920.07	-217,315.07	103%
1130	7FE	and WAGES	120,000.00	9,148.75	7,930.71	8,268.91	7,134.99	14,112.46	17,170.71	12,467.97	8,569.75	7,399.41	6,785.09	11,388.48	8,619.82	.00	118,996.85	1,003.15	99%
1140	7FE	OVERTIME	25,000.00	3,321.14	908.11	1,733.77	208.37	1,845.12	3,079.80	2,254.16	4,265.44	830.53	528.81	2,714.83	693.56	.00	22,381.64	2,618.36	90%
2110	7FE	FICA TAXES	496,707.00	37,222.24	44,462.56	43,171.45	34,379.36	39,172.33	59,097.78	37,876.13	39,973.09	40,850.00	26,850.53	58,015.28	40,923.52	.00	501,994.27	-5,287.27	101%
2120	7FE	CONTRIBUTION	519,330.00	36,971.73	43,277.62	42,851.41	33,063.91	31,754.57	59,058.22	37,191.48	39,958.59	40,652.67	28,475.50	60,054.40	42,087.52	.00	495,397.62	23,932.38	95%
2130	7FE	LIFE and HEALTH INSURANCE	1,951,000.00	115,906.39	134,766.16	133,747.13	115,448.14	131,186.75	194,409.97	118,624.48	128,417.49	139,451.78	126,096.83	220,116.16	134,722.93	.00	1,692,894.21	258,105.79	87%
2131	7FE	CONTRIBUTION	.00	.00	.00	.00	.00	.00	750.00	-750.00	3,500.00	3,750.00	-7,250.00	.00	.00	.00	.00	.00	0%
2150	7FE	UNEMPLOYMENT COMPENSATION	7,000.00	.00	.00	.00	.00	.00	.00	.00	.00	-1,650.00	.00	.00	.00	.00	-1,650.00	8,650.00	-24%
2200	7FE	OPEB TRUST	122,804.00	.00	.00	.00	.00	.00	.00	105,672.00	.00	.00	.00	.00	.00	.00	105,672.00	17,132.00	86%
		SALARIES	9,796,446.00	701,170.67	833,366.90	812,738.55	657,219.38	740,001.84	1,125,825.52	818,029.96	760,707.01	786,428.91	551,042.55	1,141,238.61	779,836.76	.00	9,707,606.66	88,839.34	99%
3167	7FF	PAYMENTS TO OTHER JANITORIAL SVC and SUPPLY	14,000.00	100.00	.00	.00	3,559.50	887.25	1,050.26	1,044.33	929.51	1,168.75	.00	614.25	300.25	.00	9,654.10	4,345.90	69%
3170	7FF	CONTRACT SVC EMPLOY AGENT	14,000.00	.00	.00	357.97	3,596.82	1,005.70	1,005.70	1,005.70	647.73	647.73	1,721.64	1,005.70	357.97	339.73	11,352.46	2,307.81	84%
3179	7FF	TRAINING	8,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,195.74	4,441.26	1,195.74	2,363.00	70%
3185	7FF	LICENSING SUPPORT FEE	2,750.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	2,500.00	.00	250.00	91%
3192	7FF	CONTRACT SERVICES MEDICAL SERVICES NOT OTHERWISE	43,225.00	.00	.00	.00	.00	.00	18,381.77	.00	23,568.00	.00	284.66	.00	.00	.00	42,234.43	990.57	98%
3195	7FF	OTHER INSURANCE and BONDS	10,000.00	.00	.00	.00	.00	815.00	.00	542.00	.00	.00	292.00	.00	.00	6,000.00	1,649.00	2,351.00	76%
3197	7FF	LOCAL TRAVEL	70,000.00	.00	1,773.75	150.00	770.00	4,478.75	1,500.00	2,520.90	1,156.10	3,782.00	751.00	3,352.25	15,267.75	30,566.00	35,502.50	3,931.50	94%
3350	7FF	TRAVEL	13,000.00	.00	12,933.12	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	12,933.12	66.88	99%
3410	7FF	MOVING EXPENSE- CO ASSETS	16,250.00	.00	.00	1,991.24	.00	1,847.03	951.28	2,013.56	2,376.16	988.83	1,170.13	2,413.48	2,380.16	.00	16,131.87	118.13	99%
3420	7FF	TOLL CHARGES	9,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	194.20	7,607.57	.00	.00	7,801.77	1,198.23	87%
3520	7FF	EQUIPMENT	12,000.00	.00	.00	988.00	.00	760.00	.00	.00	.00	.00	.00	7,120.00	.00	.00	8,868.00	3,132.00	74%
3530	7FF	BUILDINGS/STRUCTURES	1,700.00	.00	101.55	135.41	43.34	232.99	166.53	94.89	236.13	100.35	121.03	153.41	163.78	.00	1,549.41	150.59	91%
3610	7FF	UTILITIES	64,426.00	.00	1,580.53	2,456.39	3,009.28	8,011.45	4,096.23	7,056.89	2,000.14	2,136.12	8,939.46	9,188.29	7,753.80	2,603.20	56,228.58	5,594.22	91%
3620	7FF	COMMUNICATIONS	198,392.00	11,257.84	5,628.92	6,122.92	45,176.07	8,713.45	6,863.45	5,691.45	20,079.45	9,315.45	46,737.95	13,531.45	2,308.00	3,700.00	181,424.40	13,267.60	93%
3710	7FF	MAINTENANCE OF BUILDINGS, IMPROVEMENTS, AND GROUNDS	51,564.00	3,200.00	2,821.74	2,238.72	7,544.96	4,687.67	3,619.39	3,206.16	3,336.22	2,240.53	4,754.33	4,560.95	1,611.08	.00	43,821.75	7,742.25	85%
3720	7FF	EQUIPMENT	65,000.00	93.00	2,940.70	1,244.30	8,008.98	5,334.89	4,376.65	4,683.27	3,926.09	6,136.83	3,791.19	9,408.11	1,901.54	.00	51,845.55	13,154.45	80%
3810	7FF	MAINTENANCE OF EQUIPMENT	251,830.00	3,100.00	1,550.00	2,777.74	3,243.75	7,529.54	3,572.02	3,728.18	4,264.79	1,888.75	4,059.57	15,045.13	3,900.34	184,429.15	54,659.81	12,741.04	95%
3820	7FF	COMPUTER EQUIPMENT	42,913.00	.00	1,005.90	512.30	1,083.81	2,650.80	2,059.90	1,310.63	2,029.85	1,090.98	3,717.04	3,610.37	3,969.69	8,492.93	23,041.27	11,378.80	73%
3823	7FF	MANAGEMENT CHARGES	7,500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	7,500.00	0%
3825	7FN	SVCS	43,000.00	.00	.00	2,090.23	425.25	1,229.47	1,878.35	308.61	302.24	365.41	2,208.20	3,049.15	792.11	.00	12,649.02	30,350.98	29%
3910	7FF	DISKS, VIDEOS, AND SUBSCRIPTIONS	14,298.00	.00	.00	.00	.00	84.00	.00	.00	.00	.00	.00	.00	1,365.00	.00	1,449.00	12,849.00	10%
4020	7FF	EDUCATIONAL COST	3,000.00	.00	.00	.00	.00	.00	.00	200.00	.00	.00	1,487.10	.00	239.78	.00	1,926.88	1,073.12	64%
4030	7FF	CERTIFICATION FEES	5,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,970.42	50.00	.00	2,020.42	2,979.58	40%
4040	7FF		6,500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	875.00	400.00	2,565.86	.00	3,840.86	2,659.14	59%

4110	7FF	(NOT INCLUDING PRINTING)	24,500.00	.00	.00	512.66	.00	3,233.45	2,192.71	2,738.91	2,062.80	4,268.86	3,328.92	2,719.59	7,511.26	.00	28,569.16	-4,069.16	117%
4115	7FF	OPERATING SUPPLIES	55,547.00	.00	.00	915.40	.00	7,826.76	7,907.40	41.92	1,463.62	28.49	36,388.10	-12,810.26	-1,733.55	6,645.63	40,027.88	8,873.49	84%
4116	7FF	EVENT/MEAL REIMBURSEMENTS	8,000.00	.00	.00	.00	.00	698.36	.00	1,611.26	4,003.30	50.00	437.81	641.15	45.34	.00	7,487.22	512.78	94%
4120	7FF	SOFTWARE < \$1000	10,560.00	.00	.00	476.56	.00	.00	.00	.00	.00	.00	.00	9,360.60	.00	.00	9,837.16	722.84	93%
4121	7FF	EQUIPMENT LESS THAN \$500	8,200.00	.00	.00	747.28	.00	1,423.73	2,148.00	150.57	.00	.00	906.58	.00	1,318.00	63.00	6,694.16	1,442.84	82%
4123	7FF	EQUIPMENT LESS THAN \$1000	61,500.00	.00	.00	543.97	.00	1,381.05	169.96	557.55	189.21	2.97	2,594.52	20,943.65	4,114.58	29,485.34	30,497.46	1,517.20	98%
4135	7FF	FOOD AND DIETARY	305,428.00	.00	.00	15,924.03	13,899.45	21,165.28	27,068.32	2,141.50	11,305.54	21,728.54	6,391.43	16,106.09	21,397.63	108,008.70	157,127.81	40,291.49	87%
4139	7FF	GS	100.00	.00	.00	.00	.00	.00	.00	.00	84.33	.00	.00	.00	.00	.00	84.33	15.67	84%
4143	7FF	SUPPLIES	9,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	9,000.00	0%
4175	7FF	CLOTHING AND WEARING APPAREL	100.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	100.00	0%
4195	7FF	MISC SUPPLIES OR EXPENSES	2,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	2,000.00	0%
4412	7FF	EXPENSES	2,500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	2,500.00	0%
4418	7FF	ASSISTANCE PROGRAM	10,212.00	2,083.85	3,613.15	-1,036.96	-4,660.04	.00	1,250.00	-26.95	2,318.98	1,669.00	.00	.00	309.18	.00	5,520.21	4,691.79	54%
4440	7FF	NON-COUNTY ASSETS	15,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	15,000.00	0%
4450	7FF	FUND	9,216.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	5,177.53	309.76	.00	.00	5,487.29	3,728.71	60%
4452	7FF	START	60,360.00	.00	.00	550.00	.00	.00	.00	.00	.00	.00	357.00	1,796.00	2,441.60	.00	5,144.60	55,215.40	9%
4482	7FN	CASUALTY	272,491.00	.00	.00	.00	.00	.00	.00	.00	272,491.00	.00	.00	.00	.00	.00	272,491.00	.00	100%
6410	7FD	EQUIPMENT	52,000.00	.00	.00	.00	1,859.95	.00	.00	.00	.00	.00	.00	.00	.00	.00	18,678.23	1,859.95	39%
6438	7FD	COMPUTER EQUIPMENT > \$500	78,180.00	.00	.00	.00	.00	.00	.00	69,277.50	.00	.00	.00	.00	-8,424.37	9,135.00	60,853.13	8,191.87	90%
		OPERATIONS	1,952,242.00	19,834.69	33,949.36	39,698.16	87,560.92	83,996.62	90,257.92	109,898.83	358,771.19	57,609.59	136,686.39	122,097.11	73,100.52	415,088.17	1,213,461.30	323,692.53	83%
		TOTAL UNIT 7522	#####	721,005.36	867,316.26	852,436.71	744,780.30	823,998.46	1,216,083.44	927,928.79	1,119,478.20	844,038.50	687,728.94	1,263,335.72	852,937.28	415,088.17	10,921,067.96	412,531.87	96%

FAMILY SERVICES MONTHLY EXPENSE REPORT THROUGH SEPTEMBER 30, 2016: FUND: 7006 DEPT: 062 UNIT: 7525 (H.S. TRNG): 100% OF FY ELAPSED

OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL YTD	BALANCE	% BUDGET USED YTD
3185	7FH	CONTRACT SVC-TRAINING	31,941.00	.00	2,500.00	.00	.00	6,000.00	5,000.00	3,975.00	.00	6,240.00	.00	.00	8,190.00	31,905.00	36.00	100%
3420	7FH	OUT OF COUNTY TRAVEL	23,100.00	715.40	1,456.86	1,466.96	664.13	4,423.66	2,976.77	3,399.18	2,589.43	5,337.69	21.86	-29.38	.00	23,022.56	77.44	100%
3610	7FH	RENTAL OF EQUIPMENT	25.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	25.00	0%
3620	7FH	LEASES-BUILDINGS/STRUCTURES	13,785.00	.00	.00	.00	.00	.00	.00	.00	912.25	12,470.00	400.00	.00	.00	13,782.25	2.75	100%
3910	7FH	GRAPHIC REPROD SVCS	5.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	5.00	0%
4020	7FH	BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS	400.00	.00	.00	.00	.00	.00	109.90	.00	290.00	.00	.00	.00	.00	399.90	.10	100%
4030	7FH	TRAINING AND EDUCATIONAL COST	27,156.00	.00	.00	3,955.00	.00	12,407.00	.00	2,482.96	3,376.00	4,925.00	.00	.00	.00	27,145.96	10.04	100%
4040	7FH	LICENSE AND CERTIFICATION FEES	1,015.00	.00	.00	.00	.00	150.00	.00	-75.00	.00	.00	938.00	.00	.00	1,013.00	2.00	100%
4110	7FH	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	21.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	21.00	0%
4115	7FH	MISCELLANEOUS OPERATING SUPPLIES	50.00	.00	.00	.00	.00	.00	.00	.00	35.10	.00	.00	.00	232.22	267.32	-217.32	535%
4116	7FH	EVENT/MEAL REIMBURSEMENTS	600.00	.00	.00	.00	.00	187.84	.00	.00	29.93	.00	344.66	.00	.00	562.43	37.57	94%
4418	7FH	EDUCATIONAL ASSISTANCE PROGRAM	18,785.00	.00	.00	5,697.00	9,337.58	.00	3,750.00	.00	.00	.00	.00	.00	.00	18,784.58	.42	100%
6438	7FJ	COMPUTER EQUIPMENT > \$500	6,008.00	.00	.00	.00	.00	.00	.00	6,008.00	.00	.00	.00	.00	.00	6,008.00	.00	100%
OPERATIONS ONLY			122,891.00	715.40	3,956.86	11,118.96	10,001.71	23,168.50	11,836.67	15,790.14	7,232.71	28,972.69	1,704.52	-29.38	8,422.22	122,891.00	.00	100%
TOTAL UNIT 7525			122,891.00	715.40	3,956.86	11,118.96	10,001.71	23,168.50	11,836.67	15,790.14	7,232.71	28,972.69	1,704.52	-29.38	8,422.22	122,891.00	.00	100%

FAMILY SERVICES MONTHLY EXPENSE REPORT THROUGH SEPTEMBER 30, 2016: FUND: 7006 DEPT: 062 UNIT: 7526 (H.S. DISAB): 100% OF FY ELAPSED

OBJEC	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ENCUMBERED	TOTAL YTD	BALANCE	% BUDGET USED YTD
1120	7FI	REGULAR SALARIES and	195,099.00	13,390.32	15,976.00	15,976.00	15,976.00	15,976.00	23,733.93	12,868.80	12,868.80	13,724.36	13,109.95	22,805.82	15,931.20	.00	192,337.18	2,761.82	98.58
1140	7FI	OVERTIME	600.00	.00	43.94	.00	.00	.00	60.64	145.14	72.57	.00	.00	.00	.00	.00	322.29	277.71	53.72
2110	7FI	FICA TAXES	14,971.00	951.90	1,140.29	1,136.95	1,128.92	1,128.92	1,675.20	905.59	900.05	957.62	908.29	1,802.69	1,124.11	.00	13,560.53	1,410.47	90.58
2120	7FI	RETIREMENT CONTRIBUTION	14,207.00	972.15	1,163.07	1,159.88	1,159.88	1,159.88	1,631.43	944.83	939.56	996.41	985.87	1,715.02	1,198.04	.00	14,026.02	180.98	98.73
2130	7FI	LIFE and HEALTH INSURANCE	37,600.00	2,460.20	2,894.96	2,894.96	3,037.52	3,037.52	4,304.01	2,532.98	2,532.98	2,785.18	3,037.38	4,556.07	3,037.38	.00	37,111.14	488.86	98.70
2131	7FI	HSA/FSA CONTRIBUTION	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
2200	7FI	PAYMENTS TO OPEB TRUST	1,969.00	.00	.00	.00	.00	.00	.00	1,754.00	.00	.00	.00	.00	.00	.00	1,754.00	215.00	89.08
		SALARIES	264,446.00	17,774.57	21,218.26	21,167.79	21,302.32	21,302.32	31,405.21	19,151.34	17,313.96	18,463.57	18,041.49	30,679.60	21,290.73	.00	259,111.16	5,334.84	97.98
3195	7FK	CONTRACT SERVICES MEDICAL	5,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	5,000.00	.00
		CONTRACTUAL SERVICES NOT																	
3197	7FK	OTHERWISE SPECIFIED	165,000.00	.00	.00	169.00	.00	8,454.00	1,014.00	8,321.40	1,026.40	9,197.80	5,873.20	1,430.00	3,392.40	120,631.80	38,878.20	5,490.00	96.67
3235	7FK	INDIGENT PSYCH SVCS	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
3275	7FK	MEDICAL SVCS	10,000.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	10,000.00	.00
		OFFICE SUPPLIES (NOT																	
4110	7FK	INCLUDING PRINTING)	1,500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	219.80	.00	219.80	1,280.20	14.65
		MISCELLANEOUS OPERATING																	
4115	7FK	SUPPLIES	500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	500.00	.00
4120	7FK	SOFTWARE < \$1000	500.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	500.00	.00
4482	7FN	SELF INS-PROP CASUALTY	2,296.00	.00	.00	.00	.00	.00	.00	.00	2,296.00	.00	.00	.00	.00	.00	2,296.00	.00	100.00
		OPERATIONS	184,796.00	.00	.00	169.00	.00	8,454.00	1,014.00	8,321.40	3,322.40	9,197.80	5,873.20	1,430.00	3,612.20	120,631.80	41,394.00	22,770.20	87.68
		TOTAL UNIT 7526	449,242.00	17,774.57	21,218.26	21,336.79	21,302.32	29,756.32	32,419.21	27,472.74	20,636.36	27,661.37	23,914.69	32,109.60	24,902.93	120,631.80	300,505.16	28,105.04	93.74

**FAMILY SERVICES DEPARTMENT
PURCHASE REPORT LOG**

*Cardholder (Print Name): Kerry-Ann Smith

*Cardholder Signature: 

*Statement for the Month: September 2016

*Division: HEAD START

* Ph. Ext: 68905

Date of Purchase	Receipt & Invoice #	Description of Purchase	Vendor's Name	Dollar Amount of Purchase	Accounting Line/s
09/08/2016	051796	Food purchased for children with special diet at Lila Mitchell	Publix	\$79.34	7406-062-7524-4135
09/08/2016	089712	Food purchased for children with special diet at Lila Mitchell	Publix	\$177.15	7406-062-7524-4135
09/09/2016	098063	Food purchase for children with special diet at Lila Mitchell and Dover Shores.	Publix	\$41.67	7406-062-7524-4135
09/09/2016	098063	Batteries purchased for scale to do screenings	Publix	14.99	7406-062-7524-4115
09/12/2016	58625651049745 9	Pediasure purchased for child with special diet at Lila Mitchell.	Walmart	\$71.82	7406-062-7524-4135
09/14/2016	118162	Purchase for children Monthly Nutrition Activity Callahan, Denton Johnson, Dover Shores, Evans, Grand Ave, Orlando Tech.	Publix	\$43.67	7006-062-7522-4135
09/14/2016	118162	Purchase for children with special diet at Washington Shores ELC and Hope	Publix	\$17.16	7406-062-7524-4135
09/14/2016	028277	Purchase for children Monthly Nutrition Activity Callahan, Denton Johnson, Dover Shores, Evans, Grand Ave, Orlando Tech	Publix	\$210.93	7006-062-7522-4135
09/14/2016	028277	Purchase for children with special diet at Washington Shores ELC and Hope	Publix	\$35.53	7406-062-7524-4135
09/20/2016	038770	Purchase for children with special diet at Hal P. Marston	Publix	\$29.95	7406-062-7524-4135

Complete all required entries identified by an *

**FAMILY SERVICES DEPARTMENT
PURCHASE REPORT LOG**

*Cardholder (Print Name): Kerry-Ann Smith

*Cardholder Signature: 

*Statement for the Month: September 2016

*Division: HEAD START

* Ph. Ext. 68905

Date of Purchase	Receipt & Invoice #	Description of Purchase	Vendor's Name	Dollar Amount of Purchase	Accounting Line/s
09/21/2016	070371	Purchase for Monthly Nutrition Activity at Pine Hills and Hal P. Marston	Publix	\$301.41	7006-062-7522-4135
09/22/2016	041586	Purchase for Monthly Nutrition Activity at Pine Hills and Hal P. Marston	Publix	\$45.05	7006-062-7522-4135
09/22/2016	073162	Purchase for Monthly Nutrition Activity at Lila Mitchell, Washington Shores Hope, ELC	Publix	\$196.70	7006-062-7522-4135
09/23/2016	063014	Milk for children with special diet at all centers	Publix	\$69.37	7406-062-7524-4135
09/23/2016	018676	Milk for children with special diet at all centers	Publix	\$61.68	7406-062-7524-4135
09/16/2016	102046	Milk for children with special diet at all centers	Publix	\$72.85	7406-062-7524-4135
09/30/2016	034907	Supplies purchased for Dover Shores and Lila Mitchell	Family Dollar	\$15.00	7406-062-7524-4130
09/30/2016	070995	Supplies purchased for Dover Shores and Lila Mitchell	Family Dollar	\$17.50	7406-062-7524-4130

Complete all required entries identified by an *

MONTHLY PURCHASING CARD PURCHASE REPORT

Cardholder (Print Name): June Johnson

Statement for Month of: September '16

Cardholder Signature: June Johnson

Division Head Start Extension: 69524

#	Date	Receipt or Invoice #	Description of Purchase	Vendors Name	\$\$\$ Amount of Purchase	Dispute (d)/ Credit (c)	Accounting Lines	Remarks
1	9/2/2016	8741969	Water	ReadyRefresh	31.30		7006 062 7522 3710	Tangelo Park
			Cooler Rental		17.97		7006 062 7522 3610	
			Cups		8.78		7006 062 7522 4115	
					58.05			
2	9/2/2016	7234115	Water	ReadyRefresh	62.60		7006 062 7522 3710	W S Hope
			Cooler Rental		41.83		7006 062 7522 3610	
					104.53			
3	9/2/2016	7234172	Water	ReadyRefresh	18.48		7006 062 7522 3710	SOYMCA
			Cooler Rental		14.97		7006 062 7522 3610	
			Cups		8.38		7006 062 7522 4115	
					41.83			
4	9/2/2016	7234057	Water	readyRefresh	31.30		7006 062 7522 3710	Maxey
			Cooler Rental		17.97		7006 062 7522 3610	
			Cups		17.56		7006 062 7522 4115	
					66.83			
5	9/2/2016	8741944	Water	ReadyRefresh	25.04		7006 062 7522 3710	Denton Johnson
			Cooler Rental		11.98		7006 062 7522 3610	
			Cups		4.39		7006 062 7522 4115	
					41.41			
6	9/13/2016	16-021350-001	DCF Fire Inspection	OCFRD	215.52		7006 062 7522 3167	Taft
7	9/17/2016	4215912	Little Bug Walking Ropes	Kaplan	66.72		7006 062 7522 4115	Emergency Kits
8	9/19/2016	865681585-001	Tul Supplies	Office Depot	52.49		7006 062 7521 4110	Sr. Prg Mgr
9	9/19/2016	865681754-001	Hole Puncher	Office Depot	34.99		7006 062 7522 4110	Sr. Prg Mgr
10	9/23/2016	80464916	Safety Binder & Convex Mirror	Uline	168.75		7006 062 7522 4123	3 Locations
Total this page					\$851.12			

10/4/16

Statement for Month of: September '16

Division Head Start Extension: 69524

Page 2

9

ORANGE COUNTY HEAD START DIVISION Monthly Purchasing Card Purchase Report

Cardholder (Print Name): Angela Fore

Statement for the Month of: September, 2016

Cardholder Signature: Angela M. Fore

Extension: 68901

Date	Receipt/ Invoice #	Purchase Description/ Justification	Vendor Name	Dollar Amount of Purchase	Dispute/ Credit	Accounting Line(s) To Be Charged	/
9/19/16		Registration for Lonnie Bell and Sonya Hill to attend the National Black Child Development Institute Conference @ \$450	NBCDI	\$900.00		7006-062-7521-4030	
9/19/16		Plane fare for Vidya Deonarine to Birmingham, AL	Southwest	372.96		7006-062-7522-3420	

5

Statement for the Month of: September 2016

Extension: 66596

[illegible]

**FAMILY SERVICES DEPARTMENT
PURCHASE REPORT LOG**

*Cardholder (Print Name): **DAISY FLORES**

*Cardholder Signature: *Daisy Flores*

*Statement for the Month: **SEPTEMBER 2016**

*Division: **HEAD START**

* Ph. Ext. 67407

Date of Purchase	Receipt & Invoice #	Description of Purchase	Vendor's Name	Dollar Amount of Purchase	Accounting Line/s
9/1/2016	0577425-IN	MEDICAL DENTAL UNIT SUPPLIES	NEXADENTAL	55.80	7006-062-7522-4115
9/1/2016	353052	EMERGENCY FOOD FOR CHILDREN.	QUANBTUM DISTRIBUTORS, INC.	373.83	7406-062-7524-4135
9/9/2016		CREDIT DUE A REFRIGERATOR RETURNED ON SALE AT THE TIME OF THE TRANSACTION.	LOWE'S	(27.82)	7006-062-7522-4113
9/15/2016	118620	SPECIAL MILK FOR CHILDREN AT WASHINGTON SHORES THE HOPE.	PULIX	23.96	7406-062-7524-4135
9/15/2016	3184999-00	ITEMS RETURNED, ONES RECEIVED WERE NOT CORRECT	SCHOOL HEALTH	(407.10)	7006-062-7522-4115
9/21/2016	806700	SIGN LANGUAGE INTERPRETER FOR PARENT MEETING AT SOUTHWOOD.	INTERPRETEK	110.00	7006-062-7522-3197
9/21/2016	317899-02	MEDICAL DENTAL UNIT SUPPLIES.	SCHOOL HEALTH	446.56	7006-062-7522-4115

Complete all required entries identified by an *

ORANGE COUNTY HEAD START DIVISION

Monthly Purchasing Card Purchase Report

Cardholder (Print Name): SHAMIM SHEIKH

Statement for the Month of: September, 2016

Cardholder Signature: Shamim Sheikh

Extension: 8940

Date	Receipt/ Invoice #	Purchase Description/ Justification	Vendor Name	Dollar Amount of Purchase	Disput e/ Credit	Accounting Line(s) To Be Charged	/
9/1/16	258420	Food for special diet children	Apana Bazar	26.77		7406 062 7524 4135	
9/13/16	065141	Nutrition Activity Food for children	Publix	142.86		7006 062 7522 4135	
9/14/16	064723	Nutrition Activity Food for children	Walmart	78.54		7006 062 7522 4135	
9/14/16	073091	Nutrition Activity Food for children	Walmart	73.12		7006 062 7522 4135	
9/14/16	069582	Nutrition Activity Food for children	Walmart	16.88		7006 062 7522 4135	
9/14/16	071263	Diaper for special diet children	Publix	31.96		7006 062 7522 4115	
9/15/16	061854	Food for special diet children	Publix	25.74		7406 062 7524 4135	
9/21/16	060875	Nutrition Activity Food for children	Walmart	91.16		7006 062 7522 4135	
9/21/16	045080	Nutrition Activity Food for children	Walmart	55.08		7006 062 7522 4135	
9/21/16	01419	Nutrition Activity Food for children	Walmart	68.04		7006 062 7522 4135	
9/22/16	033434	Nutrition Activity Food for children	Publix	55.80		7006-062-7522-4135	
9/22/16	031452	Nutrition Activity Food for children	Walmart	50.55		7006 062 7522 4135	
9/23/16	089231	Food for special diet children	Publix	6.46		7406 062 7524 4135	
9/23/16	710106170	Food for special diet children	Mera Bazar	23.97		7406 062 7524 4135	
9/28/16	079198	Food for special diet children	Publix	27.56		7406 062 7524 4135	
9/30/16	069360	Kitchen Supply	Publix	59.28		7406 062 7524 4130	

ORANGE COUNTY HEAD START DIVISION
Monthly Purchasing Card Purchase Report

Cardholder : Sandra Moore

Statement for the month of: 9/2016

Cardholder Signature



Extension: 68913

1 of 2

Date	Receipt/Invoice #	Purchase Description / Justification	Vendor Name	Dollar Amount of Purchase	Dispute/Credit	Accounting Line(s) to be Charged
8/31/2016		Shredder for Lila Mitchell	Office Depot	218.99		7006-062-7522-4123
9/2/2016	AHA00113431	Workbooks for Training	AHA! Process, Inc	891.00		7006-062-7522-4020
9/2/2016		Cork Board for Hal Marston	Office Depot	28.99		7006-062-7522-4115
9/6/2016	FGH0139	Monitors for Aloma	CDW	775.00		7006-062-7522-4121
9/7/2016		Cups and Juice for training event	Winn Dixie	10.68		7006-062-7522-4116
9/7/2016		Food for training event	Publix	9.98		7006-062-7522-4116
9/8/2016		Food for training event	Dunkin Donuts	31.98		7006-062-7522-4116
9/9/2016		Food for training event	Dunkin Donuts	15.99		7006-062-7522-4116
9/10/2016		Food for training event for kids	Little Ceasar Pizza	30.00		7006-062-7522-4116
9/10/2016		Food for training event	WalMart	210.89		7006-062-7522-4116
9/12/2016		Food for training event	WalMart	66.43		7006-062-7522-4116
9/13/2016		Food for training event	WalMart	37.22		7006-062-7522-4116
9/13/2016		Cleaning cloths for laptops	Office Depot	87.48		7006-062-7522-4115
9/13/2016		Office supplies for QA & front desk	Office Depot	508.50		7006-062-7521-4110
9/13/2016		Notebook for QA staff	Office Depot	24.99		7006-062-7521-4110
9/14/2016		Plaques for Policy Council	United Trophy	245.30		7006-062-7522-4422
9/15/2016		Food for training event (kids)	Little Ceasar Pizza	40.00		7006-062-4522-4116
9/15/2016		Food for training event	WalMart	158.04		7006-062-7522-4116
9/15/2016		Tent cards and pens	Office Depot	17.34		7006-062-7521-4110
9/15/2016		Back Rest Certificate Holders	Office Depot	48.99		7006-062-7521-4115
				111.93		7006-062-7521-4123
				160.92		
9/20/2016		Promotional items	Crestline	1,499.80		7006-062-7522-4412

ORANGE COUNTY HEAD START DIVISION
Monthly Purchasing Card Purchase Report

Cardholder : Sandra Moore

Statement for the month of:

Cardholder Signature

Sandra Moore

Extension: 68913

2 of 2

[illegible]

Head Start Policy Council
Human Resources Committee
September 2016 Actions

I. Pending Approval for hire

Job Title	Candidate's Name
Teacher aide/assistant	Felina Johnson
Teacher aide/assistant	Natalia Garcia
Teacher aide/assistant	Katheryn Ceden
Teacher aide/assistant	Princess Tierra Ortiz
Teacher aide/assistant	Naishira Ivelissa
Teacher aide/assistant	Jessica Perez
Teacher aide/assistant	Kenya Johnson

II. Termination from employment

Job Title	Reason	Employee's Name

III. Separation from employment

Job Title	Reason	Employee's Name
Teacher Assistant	Other Personal Reasons	Gines, Melba
Teacher's Aide	Relocation	Solivan Rodriguez, Noemi

IV. Promotions/Internal Transfers –

Transfer From:	Transfer To:	Employee's Name

V. Current Head Start Openings – As of 10/12/16

Job Title	Number of Positions	Potential Candidates in process for hire
Teacher Assistant	14	5
Licensed Practical Nurse	1	0
Community Services Worker	2	0
Administrative Specialist	1	1
Center Supervisor	2	0

Orange County Head Start
Policy Council
Meeting: October 20, 2016
Director's Program Information Update

Local Head Start Information:

Orange County Head Start entered into a seven month contract with Child Plus. Child Plus is the software system used by Head Start and The Office of Head Start to track all services to children and families. The consultation includes webinars, tutorials and in house face to face training. The consultation services will assist the program in achieving goal 3 of the five year plan to utilize data to lead the decision making process. The services allow the program to learn how to create modules that will allow a closer look at program data.

Orange County Head Start made a contingent offer to Sandra Ruff for the position of Fiscal Program Manager. Ms. Ruff previously worked at The University of Central Florida in various positions to include Accounting, Procurement, and Business Development. Ms. Ruff will be presented to the Policy Council at the October policy council meeting for the final vote. If Ms. Ruff receives the vote of the Policy Council she will start employment with Orange County after completing orientation.

Region IV Office of Head Start:

The Florida Head Start Association (FHSA) held a conference call on September 19, 2016 to elect two parent representatives for the Executive Board. There were a total of seven parents on the call from various programs around the state of Florida. There were two vacant positions. Orange County Head Start Policy Council Vice-Chair, Ms. Charmaine Jobson, was elected as a parent representative to the FHSA Executive Board.

OCHS sent requested information to Region IV regarding the five year grant. The Program Specialist, Mrs. Olissa Williams, requested the Technical Assistance and Training Plan as the document was not uploaded in the Head Start Enterprise System as required in the five year grant instructions.

National Updates from the Office of Head Start:

Program Instruction ACF-PI-HS-16-04

The Office of Head Start issued Program Instruction ACF-PI-HS-16-04 Head Start Program Performance Standards, Revisions, Final Rule; Regulation on September 1, 2016.

Log No. ACF-PI-HS-16-04	2. Issuance Date: 09/01/2016
3. Originating Office: Office of Head Start	
4. Key Words: Head Start Program Performance Standards; HSPPS; Revision; Final Rule; Regulation	

Head Start Awareness Month

October was first proclaimed Head Start Awareness Month by President Ronald Reagan on October 22, 1982. Ever since, October has been a month for our community to celebrate the life changing impact of Head Start.

The Head Start Program Performance Standards:

On September 1, 2016, the Administration announced the Final Rule implementing new Head Start Program Performance Standards. Overall, the Standards represent a strong vision for the future of Head Start as an innovative, research-based model rooted in the commitment to helping whole families succeed. The National Head Start Association (NHSA) is pleased that our comments, representing practitioner's interests and needs are, in large part, reflected in the Final Rule. Head Start Program Performance Standards have been in existence since 1974 and are in place to ensure that all programs provide a high quality of services. Revised standards were called for in the 2007 Head Start Act and were released as a Notice of Proposed Rule Making (NPRM) in the summer of 2015. NHSA submitted comments based on extensive conversations with the Head Start community and the input of the Performance Standards Working Group - which offered recommendations in 2014 for how the Administration should rethink and reframe the Standards. The Final Rule was released on September 1, 2016.

Division Manager Special Activities

1. Appointed as Co-Chair of the Florida Head Start Association Conference
2. Attend multiple conference calls for the preparation and planning of the Florida Head Start Association conference
3. Participate in Visionary Leadership Series
4. Attended the National Black Child Development Institute
5. Attended the Early Learning Coalition of Orange County Board meeting

Monthly Report to Head Start Policy Council

Nutrition: SEPTEMBER 2016

Number of breakfasts served	29,582
Number of lunches served	30,012
Number of snacks served	23,979
Number of meals reimbursed by USDA	80,963
Number of meals disallowed for reimbursement	0
Number of children evaluated for nutritional concerns	49
Number of children receiving nutritional education and further care	18
Number of monitoring visits to ensure compliance with USDA Regulations	18
Number of monitoring visits requiring a corrective action plan	0
Number of nutritional activities conducted (ALL CLASSROOMS)	84
Types of nutritional activities conducted "HAPPY FACE CRACKERS"	

MEDICAL/DENTAL MONTHLY REPORT

SEPTEMBER 2016

Three hundred thirty-three (333) new health status evaluations were performed during the month of September 2016.

Three hundred nine (309) immunization records were evaluated for compliance during the month of September 2016.

One hundred seventy-eight (178) blood test results were reviewed during the month of September 2016.

One hundred thirty-nine (139) dental exams were reviewed during the month of September 2016. Out of these, fifty-nine (59) children were diagnosed as needing dental treatment.

Seventy-four (74) parent contacts were initiated regarding health concerns in children during the month of September 2016.

Thirty-two (32) health action plans were developed and discussed with Head Start staff and parents during the month of September 2016.

Twenty-two (22) Physician Medication Order were received, evaluated, and reviewed with staff. Medication information and administration technique training was provided as needed.

Three (3) trainings were provided to staff.

One thousand eighty-eight (1,088) children completed Blood Pressure and Vision screenings.

Seventeen (17) children were evaluated for health concerns.

Forty-eight (48) center visits were performed to address health issues, observations, and monitoring.

DISABILITIES/MENTAL HEALTH REPORT

SEPTEMBER 2016

A total of one hundred fifteen (115) children have been enrolled in Head Start with a diagnosed disability from the Local Education Agency (OCPS) since school started last August 2016.

A total of fifty-eight (58) children have been enrolled in Head Start with a diagnosed disability by contracted providers since school started last August 2016.

A total of fifteen (15) children were evaluated by OCPS/Preschool Diagnostic Intervention Services for disability eligibility since school started last August 2016.

Ninety-five (95) children were referred to OCHS contracted provider, Kinder Konsulting & Parents Too, Inc. since school started last August 2016.

Sixty-four (64) children were receiving mental health services for behavior issues since school started last August 2016. In addition, there were thirty-nine (39) behavior plans developed for enrolled children.

One thousand five hundred and fifty-eight (1,558) hearing screenings were completed since school started last August 2016.

Eight hundred ninety-three (893) new children completed the screenings for Speech/Language, Socio-emotional, and Developmental.

Sixty-five (65) visits to centers were completed for the month of September 2016 to centers to: provide technical assistance to staff, conduct observations, conduct health screenings, and complete monitoring visits.

Orange County Head Start

Parent Family and Community Engagement 2016-2017

Monthly Report: September 2016

- One thousand five hundred thirty two (1532) children were enrolled in the Head Start Program for the month of September 2016.
- One hundred eighty (180) children are on the Waiting List 2016-2017.
- Fifteen (15) Attendance home visits.
- One (1) family received Crisis/Emergency Assistance.
- Four (4) parents received Educational Services.
- Four hundred forty nine (449) Health Services Follow ups were done by Community Service Worker.
- Twenty nine (29) families were referred for family services.
- Three hundred forty two (342) were provided families services
- Twenty four (24) Parent Meetings were held this month. Four hundred ninety six (496) parents attended parents meetings. Sixty one (61) males attended.
- Nine (9) Fatherhood Activities was held this month. Sixty three (63) fathers attended fatherhood initiatives.
- Twenty four (24) Parents Trainings were held this month. Three hundred twenty eight (328) parents attended Parents Trainings.

Trainings:

- Health Insurance Market Place
- Adult Literacy
- Housing
- Family Self Sufficiency Program
- Parliamentary Training
- Introduction to Robert Rules of Order
- Neighborhood for Children and Families
- Galileo Training
- Getting Ahead Parent Program
- Opening Doors Parenting Program
- Zika
- Unites Against Poverty
- Health Training
- Goodwill

ORANGE COUNTY HEAD START 2016-2017

PARENT, FAMILY AND COMMUNITY ENGAGEMENT



ERSEA REPORT

MONTH: September

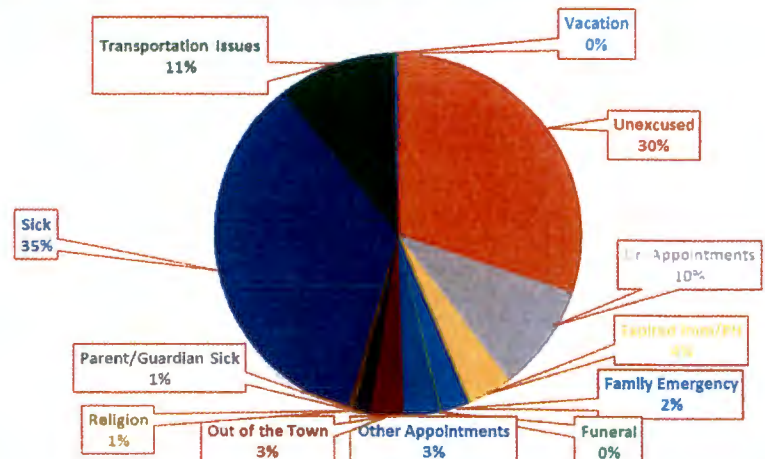
YEAR: 2016

Sites	Funded Enrollment	Monthly Enrollment	10% IEP	Drops YTD	Waiting List	New Applications	Monthly Attendance
Aloma	34	34	3	2	15	1	92%
Bithlo	30	30	3	2	5	1	93%
Callahan	45	45	2	7	5	3	93%
Denton Johnson	35	35	2	5	14	3	93%
Dover Shores	34	34	2	8	3	4	91%
East Orange	160	160	22	18	6	7	91%
Engelwood	60	60	8	8	8	4	90%
Evans	13	13	0	1	0	3	86%
Grand Avenue	34	34	4	5	7	2	94%
Hal P Marston	120	120	3	27	8	8	90%
John Bridges	120	120	11	17	23	6	87%
Lila Mitchell	83	83	6	9	7	12	93%
Maxey	60	60	6	17	1	3	90%
Orlando Tech	14	14	0	3	1	0	94%
Pine Hills	189	189	6	21	9	17	92%
SO YMCA	60	60	5	8	6	3	86%
Southwood	120	120	15	7	12	19	93%
Taft	120	120	13	21	9	2	88%
Tangelo	15	15	0	4	1	1	90%
Ventura	17	17	0	2	9	3	90%
WS ELC	68	68	9	9	14	5	91%
WS Hope	105	105	5	9	12	5	91%
OCHS Total	1536	1536	8%	210	175	112	91%

ATTENDANCE: REASONS OF ABSENCES

September 2016

Unexcused	848
Sick	270
Family Emergency	112
Transportation Issues	70
Parent/Guardian Sick	5
Expired Immunizations/PH	88
Dr. Appointments	84
Out of the Town	42
Other Appointments	15
Religion	978
Vacation	296
Funeral	7
Total	2815

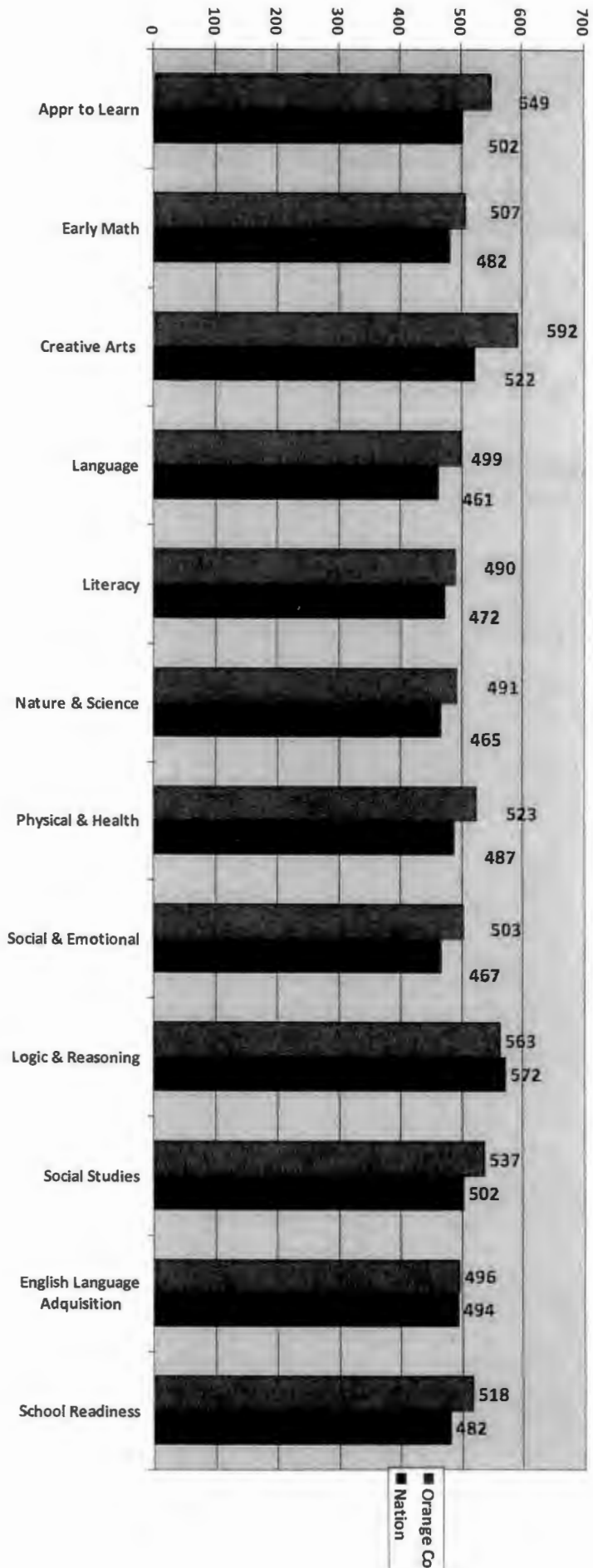


RECRUITMENT EFFORTS PER SITE 2016-2017

Site	# Recruitment Efforts	Summary
Aloma		
Bithlo		
Callahan		
Denton Johnson		
Dover Shores		
East Orange		
Engelwood	2	Children Home Society, Engelwood Neighborhood Center
Evans		
Grand Avenue		
Hal P Marston	3	LIHEAP, City of Orlando, Harbor House of Central FL
John Bridges		
Lila Mitchell		
Maxey		
Orlando Tech		
Pine Hills	7	Rapid Cash, Golden Krust, Direct Insurance, Hello UNLIMITED Cellular, State Farm Insurance, Better Care Chiropractic Center, Centennial Cleaners
South Orlando YMCA		
Southwood		
Taft		
Tangelo		
Ventura		
Washington Shores ELC		
Washington Shores Hope		
OCHS	1	Job Partnership Community Resource Fair, Valencia Community College



Orange County
Head Start
Education Service Area
Child Outcomes
8/15/16 -9/30/16
4 year olds



ACF Administration for Children and Families	U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES	
	1. Log No. ACF-PI-HS-16-04	2. Issuance Date: 09/01/2016
	3. Originating Office: Office of Head Start	
	4. Key Words: Head Start Program Performance Standards; HSPPS; Revision; Final Rule; Regulation	

PROGRAM INSTRUCTION

TO: All Head Start and Early Head Start Grantees, including Delegate Agencies and Early Head Start-Child Care Partnership Grantees

SUBJECT: Head Start Program Performance Standards (HSPPS) Final Rule

INSTRUCTION:

The Office of Head Start (OHS) announced in the Federal Register the first comprehensive revision of the **Head Start Program Performance Standards (HSPPS)** since their original release in 1975. The publication of this regulation marks an important milestone in the history of the Head Start program. The new standards build upon 50 years of leadership in comprehensive early childhood services and will further raise the quality of Head Start programs. The new HSPPS are streamlined, simplified, and reorganized to improve clarity and transparency to support high-quality program delivery and minimize administrative burden.

This final rule has been nearly a decade in the making, fulfilling Congress's call for a review and revision of the Program Performance Standards in the bipartisan *Improving Head Start for School Readiness Act of 2007*. The new standards were developed by incorporating the growing body of research on effective early care and education, consultation from subject matter experts and representatives from grantees and Indian tribes, and thoughtful consideration of the 1,000 public comments received on the Notice of Proposed Rulemaking (NPRM). The result is a new set of standards that reinforces Head Start's position as a leader in the field of comprehensive early education, reflects best practices for teaching and learning, allows local flexibility, and reduces the number of federal requirements by approximately one-third.

Key Changes from Current Program Performance Standards

The most significant change in the new standards is requiring programs, over time, to offer longer service duration, which research links to stronger child outcomes. The new standards require that all Head Start center-based programs offer at least 1,020 annual hours of service for preschoolers by August 1, 2021, with at least 50 percent of their center-based preschool slots meeting this requirement

by August 1, 2019. Early Head Start center-based programs must also provide 1,380 annual hours of service by August 1, 2018. These requirements will help programs to meet children's learning needs while allowing local flexibility to design schedules that best meet community and family needs.

This extended timeline allows substantially more time than was proposed in the NPRM to allow a sufficient period of time for program planning, while still ensuring that more children will gain greater access to increased learning experiences needed for strong outcomes. The final rule also reserves authority for the Secretary of the U.S. Department of Health and Human Services to reduce the requirement based on available funding.

A second major focus of the new standards is to solidify the critical role of parents in the program, which has been a long-standing cornerstone of the Head Start program. The final rule clearly acknowledges that parents are their children's best advocates, better articulates family partnership services requirements, and maintains the parent committee requirement. We also revised the governance impasse procedures to require mediation or arbitration if necessary to resolve disputes between the governing body and the Policy Council. These changes reflect our belief that parents are foundational to Head Start's success and that the program's two-generation approach is integral to its impact on children and families.

Effective Date

The new Head Start Program Performance Standards are effective as of November 7, 2016, which is 60 days after their publication. However, in order to afford grantees a reasonable period of time to implement certain provisions that have changed significantly from previous standards, the final rule allows programs additional time to comply with these specific provisions. The compliance dates for the applicable provisions can be found in the final rule under *SUPPLEMENTARY INFORMATION, Table 1: Compliance Table*. We urge grantees to use this interim period to make adjustments as needed to assure full compliance with the new HSPPS.

The following provisions have a compliance date of **August 1, 2017**:

- §1302.22(c)(1) – Early Head Start home-based service duration
- §1302.32(a)(1)(ii) and (iii); §1302.32(a)(2); and §1302.32(b) – Curricula for center-based and family child care programs
- §1302.33(b)(1), (2), and (3); §1302.33(c)(2) and (3) – Assessment
- §1302.35(d)(1) through (3) – Curriculum for home-based programs
- §1302.53(b)(2) – Quality Rating and Improvement Systems (QRIS)
- §1302.53(b)(3) – Data systems
- §1302.90(b)(2), (4) and (5) – Complete background check procedures
- §1302.92(c) – Coordinated coaching strategy and coaching staff qualifications
- §1302.101(b)(4) – Management of program data

The following provisions have a compliance date of **August 1, 2018**:

- §1302.21(c)(1) – Early Head Start center-based service duration
- §1302.91(e)(4)(ii) – Child Development Specialist staff qualifications
- §1302.91(e)(6)(i) – Home visitor staff qualifications

The following provisions have a compliance date of **August 1, 2019**:

- §1302.21(c)(2)(iii) and (v) – Head Start center-based service duration: 50 percent of slots at 1,020 annual hours

The following provision has a compliance date of **August 1, 2021**:

- §1302.21(c)(2)(iv) – Head Start center-based service duration: 100 percent of slots at 1,020 annual hours

Implementation Support

In order to support the Head Start community in understanding and successfully implementing the new standards, we will offer a comprehensive series of training and technical assistance (T/TA) supports across a variety of platforms over the 2016–2017 program year. These opportunities will be targeted to stakeholders at every level—from grantee management staff, boards, and Policy Councils to federal and contract staff and T/TA providers.

To establish a common, in-depth understanding of the new HSPPS and expectations for implementation that will lay the groundwork for consistent support to grantees across the country, we held an in-person training for federal program specialists last month. Throughout this program year, we will deliver a series of interactive webinars and webcasts to help grantees explore, understand, and fully implement the new HSPPS, with strategies for working with staff, governing bodies, and families as programs make changes to adopt the new standards. Our support for grantees will begin with a webcast and question and answer session with OHS leadership. There will also be a virtual HSPPS Showcase that will address specific areas of the new standards, which will become available on the [Early Childhood Learning and Knowledge Center \(ECLKC\)](#) in early September. We will host monthly webinars to support understanding and implementation for grantees, T/TA providers, Regional Office staff, and other stakeholders. More information about these monthly opportunities will be available soon.

Additionally, OHS staff and T/TA providers will be presenting on the new standards at regional, state, and national conferences throughout the fall, winter, and spring. Our initial T/TA period will culminate with the OHS Birth to 5 Leadership Institute for management teams in the spring to consolidate and build upon the learning that has taken place throughout the program year.

Next Steps

Programs are urged to take the time to read the final rule in its entirety, including the preamble and the text of the regulation. Programs are also encouraged to participate in the OHS web-based and in-person T/TA opportunities that will be offered during this program year. Programs will need to discuss and plan for the implementation of the new standards with their staff, governing bodies, and parents. OHS and

our T/TA partners will continue to provide direction, guidance, and resources that support fulfilling our promise to prepare our children and families for school and beyond.

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

/ Blanca Enriquez /

Blanca Enriquez
Director
Office of Head Start

Questions and Answers (Q&A) on the Release of the ACF New Head Start Program Performance Standards

Q. What are Head Start Program Performance Standards?

- The Head Start Program Performance Standards are the foundation for Head Start’s mission – they provide the roadmap to delivering comprehensive, high quality individualized services for Head Start children and families and to supporting the school readiness and healthy development of children from low-income families.
- This is the first comprehensive revision of the Head Start Program Performance Standards since they were originally published in 1975, and comes alongside a landmark expansion of Head Start and improvements to the program by the Obama Administration.
- The Head Start Program Performance Standards set forth the requirements local grantees must meet to support the healthy cognitive, social, emotional, and physical development of children from birth to age 5. They encompass requirements to provide education, health, mental health, nutrition, and family and community engagement services, as well as standards for local program governance and aspects of federal administration of the program.

Q. Do these Standards also apply for Early Head Start?

- Yes. These new Standards apply to all Head Start grantees – Early Head Start, Head Start, Migrant and Seasonal Head Start, and American Indian and Alaska Native Head Start programs. Rules or exceptions that apply to only one type of program are clearly noted throughout the rule.

Q. Do these new Standards go into effect immediately?

- Most of these Standards go into effect 60 days from publication, on November 7, 2016. Some provisions, such as the program duration requirements, go into effect on a different schedule. See the compliance table in the published Final Rule for details.

Q. Why did you change the current standards?

- The *Improving Head Start for School Readiness Act of 2007* required the U.S. Department of Health and Human Services (HHS) to revise and establish new Head Start Program Performance Standards. The reauthorization law explicitly directed HHS to develop “scientifically based and developmentally appropriate education performance standards related to school readiness.”
- These new Performance Standards:
 - Continue to improve Head Start quality, building on advances in our knowledge about what works to support early healthy child development

- Uphold the important role of parents, families, and communities in contributing to the success of Head Start
- Significantly reduce bureaucratic requirements
- Incorporate the best research and science of early childhood education and development to enable Head Start to help communities focus on first-rate learning opportunities and achieve strong child outcomes

Q. How does Head Start measure grantee performance and do the new Standards change that?

- The Office of Head Start (OHS) assesses grantee performance with the Head Start Program Performance Standards, the Head Start Act, and other regulations through the Head Start monitoring system.
- The Head Start monitoring system measures the quality and accountability of Head Start programs across the country. It also provides grantees with opportunities for continuous improvement, while giving OHS a multi-year perspective on grantee performance with a focus on high quality.
- This system conducts on-site reviews and desk reviews. It disseminates its findings through formal monitoring reports. Recent monitoring reports for any grantee can be found on the Early Childhood Learning and Knowledge Center (ECLKC) website at <http://eclkc.ohs.acf.hhs.gov/hslc/grants/monitoring/review-reports.html>.
- Over the next year, we will be redesigning the Head Start monitoring tools to align with the new standards.

Q. Consistent with the 2007 law, how do these new Standards incorporate the latest research in early childhood education to better prepare Head Start children for success in school?

- Since the Head Start Program Performance Standards were last revised in 1998, the knowledge base on early education has grown considerably, including more than 15 years of research on child development, brain development, and program implementation, and significant expansion of publicly funded early learning programs. The new education and child development standards reflect best practices in teaching and learning, integrate curriculum and assessment research, and support effective use of the **Head Start Early Learning Outcomes Framework: Ages Birth to 5**, and integrate new requirements from the Act. In addition, the education and child development standards take a birth-to-5 approach, which better reflects how children grow and learn.
- In addition, the new Standards include new minimum requirements for program duration. Research on content-rich instructional time, state pre-K, kindergarten, summer learning loss, and attendance conclude that program duration is important for achieving and retaining strong child outcomes. Combined with the new focus on effective teaching practices and the integration of stronger professional development, these standards provide the pathway for all Head Start programs achieving strong children outcomes.

Reducing Burden and Increasing Regulatory Transparency

Q: How do the new Standards reduce bureaucratic burden?

- We have reduced bureaucratic burden by:
 - Focusing on outcomes over processes and plans
 - Eliminating Head Start-specific requirements where government- or HHS-wide procedures exist
 - Giving grantees more flexibility in how to meet the requirements
 - Increasing transparency with simplified and streamlined standards
- Overall, the Standards reduce the prior 1,400 Head Start regulatory standards by approximately 30 percent, eliminating unnecessary and duplicative rules while setting an expectation for high quality that will drive program performance. Under these streamlined standards, programs across the country can better focus on achieving outcomes for children and families.

More Time to Learn

Q. Why are you making the school day and school year longer?

- The new Standards will increase the minimum duration of programs so that nearly all Head Start programs are operating for a full school day and full school year by August 2021, with a requirement that half of all children in each program participate for a full school day and year in 2019.
- Expanding the duration of learning time is important because research shows that half-day programs (roughly the level required under current program minimums) are less likely to provide the necessary exposure to high-quality early learning experiences that children need to be ready to succeed in school, and that longer programs promote better outcomes for children.
- A broad set of research—including research on full-day state-supported preschool programs, full-day kindergarten, instructional time, summer learning loss, and attendance—indicates the amount of time spent in high-quality programs is central to improving child outcomes.
- It takes time to provide the learning opportunities necessary to improve school readiness. It also takes time to provide the comprehensive child development services that ensure children are developing the social, emotional, and early academic skills needed to be ready to succeed in kindergarten. Teachers in half-day programs have less opportunity to conduct the full scope of learning activities that will ensure children achieve success. Research shows that increased program duration in high-quality programs is linked to better child outcomes.
- Preschoolers in programs operating under the minimums in the prior Head Start Standards receive less than half of the early learning services that children in full school day, full school year programs receive. Under the new program minimums, they will receive more than double the amount of time

and exposure to Head Start's high-quality services and learning opportunities. A third of our preschool programs already provide a full school day and full school year; and some actually go further and serve children in a year-round program that covers families' full working day and year. Some programs come close to the new standards but do not quite meet them and will have to modestly expand their program day or year.

Funding

Q. How much will the new Standards cost?

- The rule includes a detailed estimate of all the costs associated with the new Standards. Many of the rule's requirements are not effective immediately and will be implemented over a number of years. The rule estimates the cost of full implementation by August 2021 to be about \$1 billion in additional funding above the funding Congress has already provided to increase the number of children attending full school day and year Head Start programs.
- In fiscal year (FY) 2016, Congress appropriated \$294 million to increase the number of children attending Head Start for a full school day and year, which provides an important down payment on meeting the new duration requirements in the rule. Building on this progress, the President's FY2017 budget requests an additional \$292 million to expand the number of children attending full school day and year Head Start programs.
- Head Start is a critical investment for our children and has strong bipartisan support. We look forward to working with Congress to ensure that there is sufficient funding for the quality improvements in this rule.

Q. What will happen if the Standards are implemented without additional funding appropriated by Congress?

We recognize that expanding the duration of Head Start programs requires resources. As noted above, Congress provided new funding in FY2016 to increase full school day and full school year offerings in Head Start and the President's FY2017 budget builds on this progress, requesting additional funding to increase the number of children able to attending full school day and year programs.

We are committed to working with Congress to ensure there is sufficient funding for these quality improvements and avoid harmful cuts in the number of children served.

- To minimize potential slot loss associated with increased costs of providing longer duration in Head Start center-based programs, the Final Rule includes graduated implementation dates for these requirements. By August 2019, at least half of all children in each Head Start program will participate in a full school day and full school year program, with the requirement expanding to nearly all Head Start slots in August 2021.
- As a last resort, the rule grants the HHS Secretary new authority to adjust or to determine whether to modify the duration requirements in the event that available funding is too low.

Q: How will strengthening Head Start Standards produce higher returns on taxpayer investment?

- There is no question that high-quality **early learning programs yield significant benefits** to children and society. Early learning programs have short- and long-term effects on children's math, reading, and behavior skills; can reduce grade retention, teen pregnancy, and the need for special education services; and in the long-term, can increase lifetime earnings and reduce crime.
- To maximize the effectiveness of Head Start and yield a high rate of return on investment, it is essential to pair these improvements to the early learning experiences provided by Head Start with increases in program duration.

Comprehensive Services

Q. Do the Standards maintain Head Start's comprehensive approach to supporting children and families?

- Yes. The new Head Start Standards retain the key role comprehensive services play in preparing children to succeed in school and in life. Health, mental health, nutrition, and parent engagement services are retained, updated, and strengthened since they are core elements to ensuring children arrive at kindergarten ready to succeed.

Q. How do the Standards support the critical role that parents and families play in their children's development?

- Head Start has long recognized the importance of parents in the learning and development of their children. The new Standards retain current parent engagement requirements, including family partnership services that help families identify needs and achieve goals, teacher-parent conferences, at least two home visits per year, and working with parents to support successful transitions out of Early Head Start and Head Start and into preschool and kindergarten.
- The Standards strengthen parent involvement in child learning with evidence-based programs and more engagement services focused on supporting parents' engagement in child development. They also give programs additional flexibility to target services to families with the greatest need.
- Finally, the Standards maintain an important leadership role for parents in the governance of Head Start programs as members of Head Start Policy Councils and parent committees.
- All of these components are critical to recognizing the foundational role of parents in Head Start and for ensuring that parents and programs are working together to help each child succeed.

Q. How do the new Standards support data-driven decision making?

- The Standards include new requirements for programs to use data throughout their program management and service delivery to improve outcomes for children.

- The Standards require programs to set program-wide goals for high-quality comprehensive service delivery and school readiness outcomes, collect data on these goals, and make adjustments to spur continuous quality improvement and ensure high quality services.
- In addition, the Standards require programs to aggregate and analyze child assessment data at least three times per year and use data to target professional development, as well as collect other data to direct continuous improvement in education service delivery.

Q. How are education practices strengthened in the new Standards?

The Final Rule significantly updates and restructures the early learning and child development requirements to more effectively promote high quality teaching practices and stronger curriculum implementation that better support focus on the skill development and growth needed for strong child outcomes and success in kindergarten and beyond. Programs will create a system of evidence-based professional development that builds teacher skills and core competencies.

- The Standards affirm the role of parents in the education of their children, and require programs to implement intentional strategies to engage parents in their children’s learning and development and support parent-child relationships, including specific strategies for father engagement.
- Given recent research that indicates suspensions and expulsions occur at high rates in non-Head Start preschool settings, and the serious long term consequences of preschool expulsion, the Performance Standards affirm a longstanding practice of Head Start by requiring all programs to prohibit expulsion in Head Start and Early Head Start settings, and reserve temporary suspension as a last resort for extraordinary circumstances. Further, the Standards require programs to take steps, based on best practices, to support the social, emotional, and other developmental needs of children who demonstrate serious behavioral issues.

Q. How are health and safety practices addressed in the new Standards?

- The new Standards reflect research and best practice and maintain, clarify, and strengthen requirements for programs to provide high quality health services to support child health, school readiness, and long-term outcomes.
- The Standards maintain the scope and quality of existing health services, including dental health, nutrition, and the requirement that children are screened for vision and hearing within 45 days of starting the program. Many of the requirements are restructured and reorganized to make them easier to understand and implement.
- The new Standards retain strong requirements to ensure the safety of children. Key health and safety practice requirements are retained and clarified. We require programs to implement a system of health and safety policies, practices, and procedures, including ongoing training, oversight and correction, and continuous improvement to ensure child safety, consistent with *Caring for Our Children Basics* that was published by HHS last year.

- In addition, we strengthened background check requirements for program employees so new staff complete more comprehensive background checks and that all staff update these checks every five years.
- Mental health service requirements are also strengthened in the new Standards. We require programs to proactively engage mental health consultation to support effective classroom management, as well as support teachers and parents in addressing challenging behaviors and promoting children's social, emotional, and behavioral health.

Q. How are dual language learners supported in the new Standards?

Dual language learners (DLLs) represent more than 30 percent of children entering Head Start, and the new Standards put forward important new requirements to ensure that Head Start effectively serves these children and families so that all Head Start children arrive at kindergarten with the skills they need to succeed in elementary school and beyond. The Standards reflect research on how DLLs most effectively learn English and key academic skills, ensuring programs approach DLLs in a way that acknowledges bilingualism as a strength.

- For infants and toddlers, programs must implement teaching practices that focus on the development of the home language while also providing experiences in English. For preschoolers, programs must focus on both the continued development of the home language and English language acquisition. These approaches are based on the best research on brain and language development.
- The Standards also include requirements for programs to assess DLLs in the language or languages that best capture their skill level and to assess their language development in both their home language and English, using an interpreter as needed.
- Finally, to ensure programs are taking a comprehensive approach to meeting the needs of children who are DLLs and their families, programs must find effective ways to communicate with non-English speaking parents. The Standards require all programs develop and implement an informed and coordinated program-wide management approach to supporting the school readiness of DLLs.

Q. How are children with disabilities supported in these new Standards?

- The new Standards maintain Head Start's longstanding commitment to serving children with disabilities, retaining key existing standards and updating and strengthening other standards. The Standards maintain the long existing practice in Head Start for the full inclusion and participation of children with disabilities in all program activities, and the requirement that at least 10 percent of program enrollment be children with disabilities eligible for services under the Individuals with Disabilities Education Act (IDEA).
- All programs will develop and implement an informed and coordinated program-wide management approach to supporting the school readiness of children with disabilities in order to ensure that all children receive the appropriate supports and services they need to succeed.

- The Standards include a new requirement that programs provide necessary supportive services for children who have delays significant enough to interfere with school success but who are not eligible for IDEA services. And the Standards maintain but strengthen the requirements to work with parents of children with disabilities to help them best support their children's healthy development.

Q. How do the new Standards strengthen support for children and families experiencing homelessness and children in foster care?

- The Standards ensure critical supports and continuity for children experiencing homelessness or in foster care, including:
 - The new Standards require programs to actively recruit vulnerable populations, including homeless children and children in foster care, and provide programs with the flexibility to define these populations based on their community assessment.
 - Moreover, if a program determines from the community assessment there are families experiencing homelessness in the area or children in foster care that could benefit from services, the programs may reserve enrollment slots for these populations when a vacancy occurs.
 - Finally, programs are required to make significant efforts to support transitions to other Head Start or Early Head Start programs for children experiencing homelessness or in foster care when they move out of the community. If Head Start or Early Head Start is not available, the program should assist the family to identify another early childhood program that meets their needs.

Quality

Q. You say the new Standards are based on research and evidence. What sources of research and consultation did you use to inform the rulemaking process?

- The Standards build upon extensive information received from researchers, practitioners, and other experts; recommendations from the Secretary's Advisory Committee Final Report on Head Start Research and Evaluation; public comment; as well as internal analysis of program data and years of program input. In addition, program monitoring has also provided invaluable experience regarding the strengths and weaknesses of the previous Performance Standards. Moreover, research and practice in the field of early childhood education has expanded exponentially in the 15 years since the Program Performance Standards governing service delivery were last revised. The new Standards have been built upon decades of research that has coalesced into a strong foundation for high-quality early learning experiences.
- The preamble of the Final Rule cites the research and responds to the comments that shaped each section of the new Head Start Program Performance Standards.

Q. Are any changes made to the Designation Renewal System (DRS)?

- No. There are no substantive changes made to the Designation Renewal System (DRS).
- The Head Start DRS was established in 2011 as an important mechanism to require lower-performing Head Start grantees to re-apply and compete for funding in cities and communities. This has ensured that Head Start families and children receive the best services and support possible, while positioning Head Start as a pioneer in delivering a full continuum of services for low-income children from birth through school entry in many communities.
- The Administration for Children and Families (ACF) is currently conducting an independent evaluation of the DRS and expects preliminary results later this year.



TRICK OR TREAT FOR A CAUSE

JOIN US AT BUFFALO WILD WINGS

FUNDRAISER: 10% OF ALL SALES

FANS
AGAINST
Child Abuse

DATE: OCTOBER 31, 2016

LUNCH TIME: 11AM-3PM

FAMILY FUN TIME: 5PM-9PM

MONDAY NIGHT FOOTBALL: 8PM-MIDNIGHT



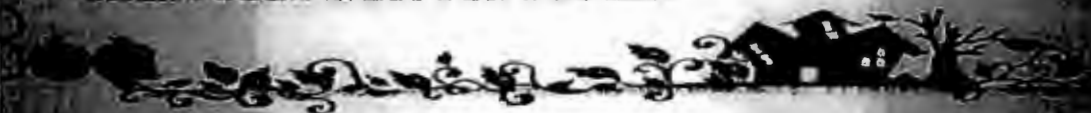
ALL TREATS NO TRICKS



FREE CANDY & SAFE FAMILY ENVIRONMENT

COSTUME & PUMPKIN DECORATING CONTEST

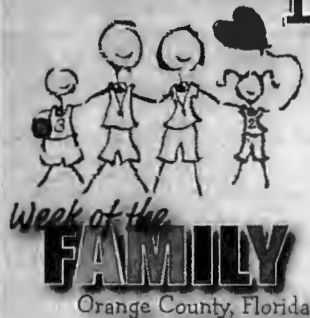
GREAT FOOD & BIG FUN FOR ALL



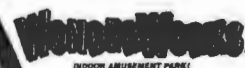
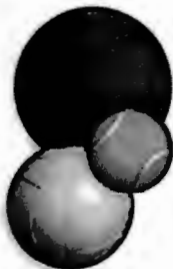
FAMILY: A Team Effort!

Team up to:

November
5-12, 2016



SeaWorld.
Orlando



Strengthen your family



Enter our Family Table Time Contest and you could win a family staycation!

Winners announced during Nov. 5th Parent Academy

What you do is:

1. Eat dinner together as a family
2. Have a family discussion as you eat
3. Take notes/draw on one of our downloadable placemats (the first of five is on the back of this flier)
4. Repeat the above steps four more nights
5. Take a picture of your family holding your placemats
6. Send us the picture by November 1st, 2016!

**Visit weekofthefamily.com
for all the placemats
and to enter.**



Have fun!

Brighthouse & Orange County
Parks & Recreation present:

Mayor's Family Fun Day

Sat., Nov. 5, 2016, Blanchard Park
FREE rides, games & Entertainment

Serve

Sign your family up
on JustServe.org
find ways to serve in our
community. Serve as a family
during the Week of the Family.



GRAND

Honor your Grandparents

Write a short 250 word (or less) essay stating WHY they are Grandparent(s) of the year.

Visit weekofthefamily.com for more information and how to enter.



ORANGE COUNTY GOVERNMENT
HEAD START
POLICY COUNCIL MEETING
MINUTES
(Corrected)



Pine Hills Community Center
6408 Jennings Road
Orlando, FL 32808
September 15, 2016

Call to Order by: Dexter Nelson, Chairperson 7:10 p.m.

Roll Call by: Charmaine Jobson – Treasurer, East Orange
Chairperson Nelson stated a quorum was established.

Kayla Brady	Callahan	Representative
Charmaine Jobson	East Orange	Representative
Crystal Ortiz	Engelwood	Representative
Alexis Allen	Grand Avenue	Alternate
Jacqueline Eugene	Hal P. Marston	Representative
Janie Quiros	John Bridges	Alternate
Deborah Knighton	Lila Mitchell	Representative
Manoucheka Green	Pine Hills	Secretary
Shannese Anderson	Pine Hills	Alternate
Abigail Soriano	Southwood	Representative
Tonette Vance	Washington Shores/ELC	Representative
Dexter Nelson	Part Parent/Chairperson	Community Rep
Jeneka Lloyd	Past Parent/Vice Chair	Community Rep
Katie Lynn Schwartz	OCPS	Community Rep
Victoria Siplin	BCC	Commissioner
Shantara Gibson	4C	Community Rep
Hope Cranford	4C	Community Rep
Gail Pressley	Career Service	Community Rep

Visitors

Jessica Rosa
Cerri Rowan
Darius Lloyd
Sheldon Glover
Mario Rodriguez

Staff

Sonya Hill	Main Office	Manager
Helen Hill	Main Office	Sr. Program Manager
Sandra Moore	Main Office	Administrative Assistant
Avis McWhite	Main Office	Sr. Program Manager

Teresa Williams	Main Office	Field Ops Supervisor
Colette Johnson-Thomas	Main Office	Sr. CSW
Polly Boulter	Teacher Assistant	Hal Marston
Tara Ewing	Center Manager	Denton Johnson
Rashea Drakes	CSW	Denton / Aloma
Pedro Berrios	Warehouse	Warehouse Tech
Yvette Meade	Main Office	Admin Specialist
Ana Sepulveda	East Orange	Center Manager
Bernice Mendez	Main Office	Sr. CSW
Sunitha Koorathota	Main Office	Field Ops Supervisor
Yira Rodriguez	Ventura/Dover Shores	Center Manager
Amanda Clayton	Main Office	Admin Specialist
Delrose Forbes	Pine Hills	CSW
Tambra Jackson	Pine Hills	Center Manager
Luis Simonetti	East Orange	CSW
Limarys Rivera	Main Office	Curriculum Specialist
Maria Rivera	John Bridges	CSW
Danette Martin	WS/ELC	Center Manager
Ruth Hernandez	Grand Avenue	Center Manager
Tonya Hale	WS/Hope	Center Manager
Mercedes Grullon	John Bridges	Center Manager
Wilna Francois	Hal Marston	Center Manager
Tiffany Brown	Lila Mitchell	Center Manager
Isis Alameda	Taft	Center Manager
Toinett Stenson	Callahan	Center Manager
Vivian Jones	Maxey	Center Manager
Dina Mathews	Southwood	Center Manager
Lonnie Bell	Main Office	Director

No Speakers

HR Report

Avis McWhite, Sr. Program Manager is seeking approval to hire qualified applicants for the positions of; Teacher Assistant, Teacher Aide, and VPK Specialist.

Chairperson Nelson requested a motion to approve the HR report and accept the recommendations for hire reported by Avis McWhite

Motion: Jacqueline Eugene, Hal P. Marston, Representative
Seconded: Amanda Nunez, Orlando Tech, Representative
Status: The motion was carried with no objections

Head Start Division Manager Report:

- Letter to U.S. Department of Health and Human Services. The letter requested the Administration to reform the Head Start Designation Renewal System by suspending the use

of the lowest 10% of the Classroom Assessment Scoring System trigger. Orange County Head Start is in support of this request.

Commissioner Siplin Liaison Report

A nonprofit workshop was held earlier this year. 250k was put in the budget for non-profit small business. Monday is the deadline for apply for funds/grant.

Status of Board of County Commissioners Vote - Helen Hill

Head Start requests Board approval of the Orange County Family Services Department, Head Start Policy Council Program Information and Updates and Head Start Policy Council Meeting Minutes.

Service Area Reports:

For the sake of time, there was no Service Area report speakers/overview. Policy Council would read the reports on their own.

Old Business

- SOPs approved. Helen Hill read off all that were submitted for approval.

Chairperson Nelson requested a motion to accept the approve SOPs as presented

Motion: Tonette Vance, WS/ELC, Representative
Seconded: Gail Pressley, Community Rep
Status: The motion was carried with no objections

New Business:

Sonya Hill presented 3 persons to be Community Reps for the 2016 – 2017 Policy Council year
Gail Pressley, Workforce Central Florida, Katie Lynn Schwartz, OCPS, Jeneka Lloyd, Past Parent / Co- Owner Lloyd Painting.

Chairperson Nelson requested a motion to accept the nominations for Policy Council Reps

Motion: Jacqueline Eugene, Hal P. Marston, Representative
Seconded: inaudible
Status: The motion was carried with no objections

Sonya Hill said she will be seeking additional reps up to 9 people. We will be seeking people from different backgrounds such as attorney and accountant.

Changing of the Guard Ceremony

All 2016/2017 Policy Council Reps and Executive Officers were sworn in.

Chairperson Nelson declared all the seats vacant on the Executive Board. Officers had to be re-elected due to an error in the previous procedure. The floor was opened for new officers.

Dexter Nelson nominated Jeneka Lloyd for Chairperson. Vote was had. All were in favor of Jeneka Lloyd becoming the Chairperson.

Jacqueline Eugene nominated Charmaine Jobson for Vice-Chairperson. Vote was had. All were in favor of Charmaine Jobson becoming the Vice-Chairperson.

Idalmis Escevarria nominated herself for secretary.

Heather Chisholm-Wright nominated Amanda Nunez for secretary. Ms. Nunez declined the nomination. Vote was had. All were in favor of Idalmis Escevarria becoming Secretary.

Shearly Mirabal nominated Heather Chisholm-Wright for Parliamentary

Charmaine Jobson nominated Jacqueline Eugene for Parliamentary. Ms. Eugene declined the nomination. Vote was had. All were in favor of Heather Chisholm-Wright becoming the Vice-Parliamentarian.

Heather Chisholm-Wright nominated Jacqueline Eugene for treasurer. Vote was had. All were in favor of Jacqueline Eugene becoming the Treasurer.

Department Director, Lonnie C. Bell, addressed the Policy Council to welcome and thank the new Policy Council Board. Head Start makes the most impact in the community of all his Divisions and he is very proud of our work. He thanked the outgoing board and Commissioner Siplin for their commitment. He encouraged the new board to be involved, ask questions and have a real input in the program.

Roll Call for New 2016/2017 Policy Council Members by Idalmis Escevarria, Secretary

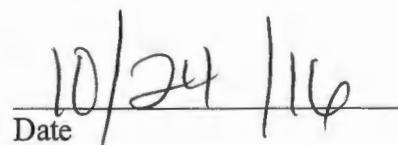
<u>Name</u>	<u>Center</u>	<u>Classification</u>
Shacole Dunn	Aloma	Representative
Idalmis Exchevarria	Bithlo	Representative
Zyad Bawatneh	Bithlo	Alternate
AnnaKay McCrae	Callahan	Representative
Malcolm Scarlett	Denton Johnson	Representative
Emily Cortes	Dover Shores	Representative
Charmaine Jobson	East Orange	Representative
Natalia Garcia	Engelwood	Representative
Wilthere Philistin	Evans	Representative
Lakishia Singleton	Evans	Alternate
Tameika Ward	Grand Avenue	Representative
Jacqueline Eugene	Hal P. Marston	Representative
Lakeisha Tolbert	Hal P. Marston	Alternate

Blanca Vallejo	John Bridges	Representative
Cedric Reese	John Bridges	Alternate
Tiffany Thomas	Lila Mitchell	Representative
Jazmyn Yon	Lila Mitchell	Alternate
Courtney Sanders	Maxey	Representative
Amanda Nunez	Orlando Tech	Representative
Leah Ackerman	Orlando Tech	Alternate
Heather Chisholm-Wright	Pine Hills	Representative
Simoane West	Pine Hills	Alternate
Abigail Soriano	Southwood	Representative
Lauren Arce	Southwood	Alternate
Shearly Mirabal	Taft	Representative
Breanana Green	Tangelo	Representative
Tania Garcia-Estrada	Ventura	Representative
Tonette Vance	WS/ELC	Representative
Darline Demosthene	WS/ELC	Alternate
Celeste Coleman	WS/Hope	Representative
Jenny Johnson	WS/Hope	Alternate

Chairperson Lloyd requested a motion to adjourn the meeting

Motion: Shearly Mirabal, Taft, Representative
Seconded: Courtney Sanders, Maxey, Representative
Meeting Adjourned at 8:17


Signature


Date

NEXT POLICY COUNCIL MEETING
THURSDAY, OCTOBER 20, 2016
1718 E. MICHIGAN ST
Orlando, FL 32806