

Interoffice Memorandum



**AGENDA ITEM**

March 21, 2017

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 Hill*  
Head Start Division  
**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 April 11, 2017**

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

March 2017  
February 16, 2017

**ACTION REQUESTED: Receipt and filing of Head Start Policy Council Program Information and Updates March 2017 and Head Start Policy Council Meeting Minutes February 16, 2017 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



Sonya L. Hill  
Head Start Division Manager

# HEAD START POLICY COUNCIL PROGRAM INFORMATION & UPDATES



MARCH 2017



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



# **POLICY COUNCIL MONTHLY MEETING**

**Who: Policy Council Members**

**Date: THURSDAY- MARCH 16, 2017**

**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](mailto: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

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March 16, 2017

MEETING STARTS AT 6:30 p.m.

1. *Call to Order – Chairperson*
2. *Roll Call – Secretary*
3. *Adoption of Agenda*
4. *Secretary Report*
  - a. *Review of February 16, 2017 Minutes*
5. Human Resources Report
6. Budget Report
7. Head Start Division Manager's Report – Sonya Hill, Head Start Division Manager
8. Commissioner/Commissioner's Liaison Report- Commissioner Victoria Siplin
9. Status of Board of County Commissioners Vote- Helen Hill
10. Service Area Reports:  
Medical & Dental, Nutrition, Disabilities & Mental Health, ERSEA, PFCE, Child Outcomes
11. Old Business
  - a. Father Daughter Dance
  - b. Fatherhood Breakfast
  - c. Parent Training Institute
  - d. FHSA
12. New Business
  - a. ERSEA – New Sites
  - b. Women's Forum
  - c. Mother Son Dance
13. Adjourn

# Program Outcomes

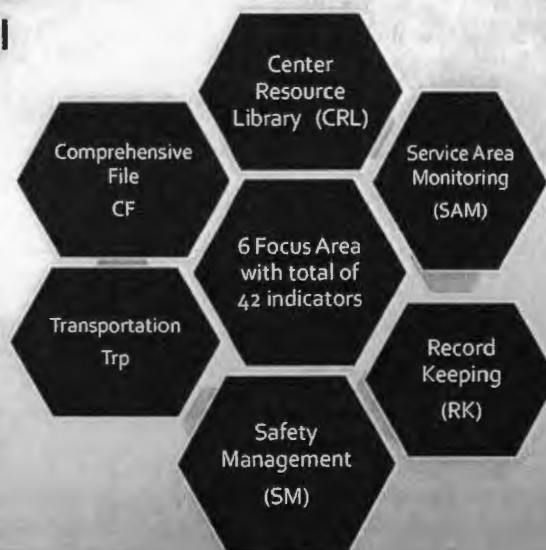
Orange County Head Start

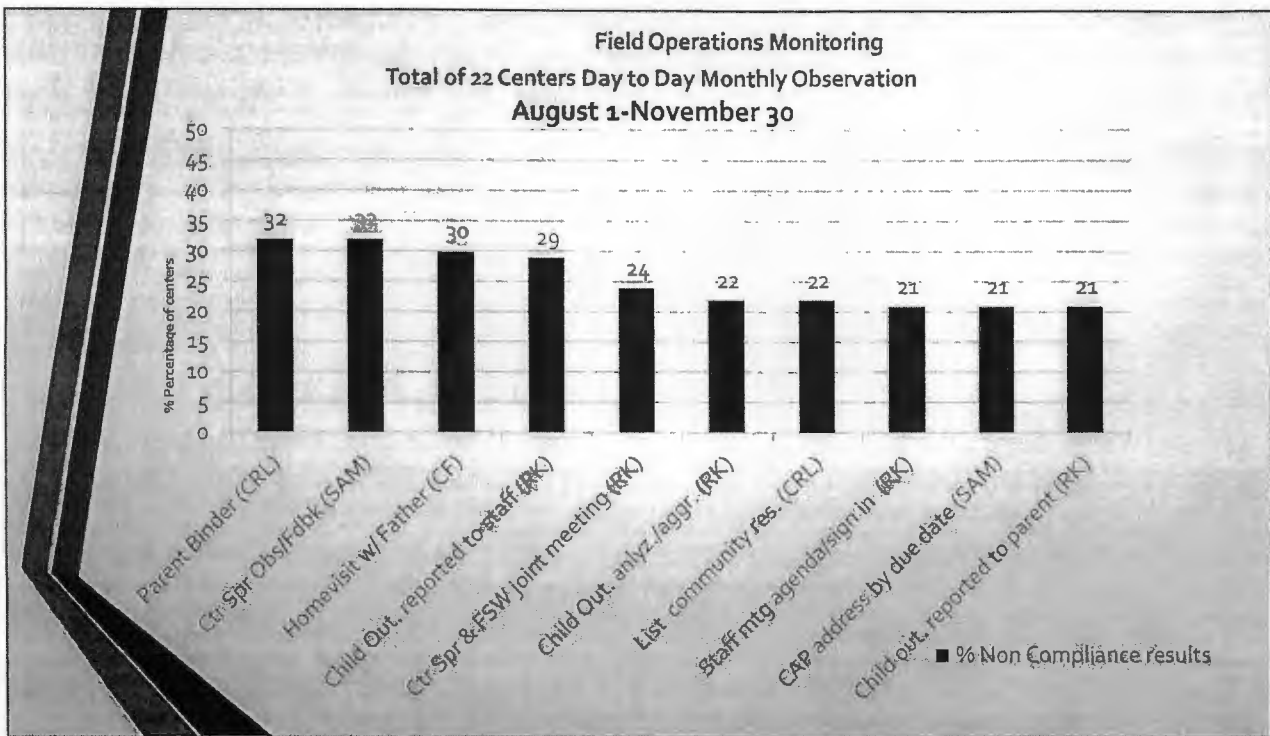
Assessment Period 1


August 15-November 30

## Field Operations Monitoring Tool

*Total of 22 Centers*  
Monthly Observations  
September-November







## OC Head Start

### Strengths in 84 Classrooms


### 100% Compliance Indicators

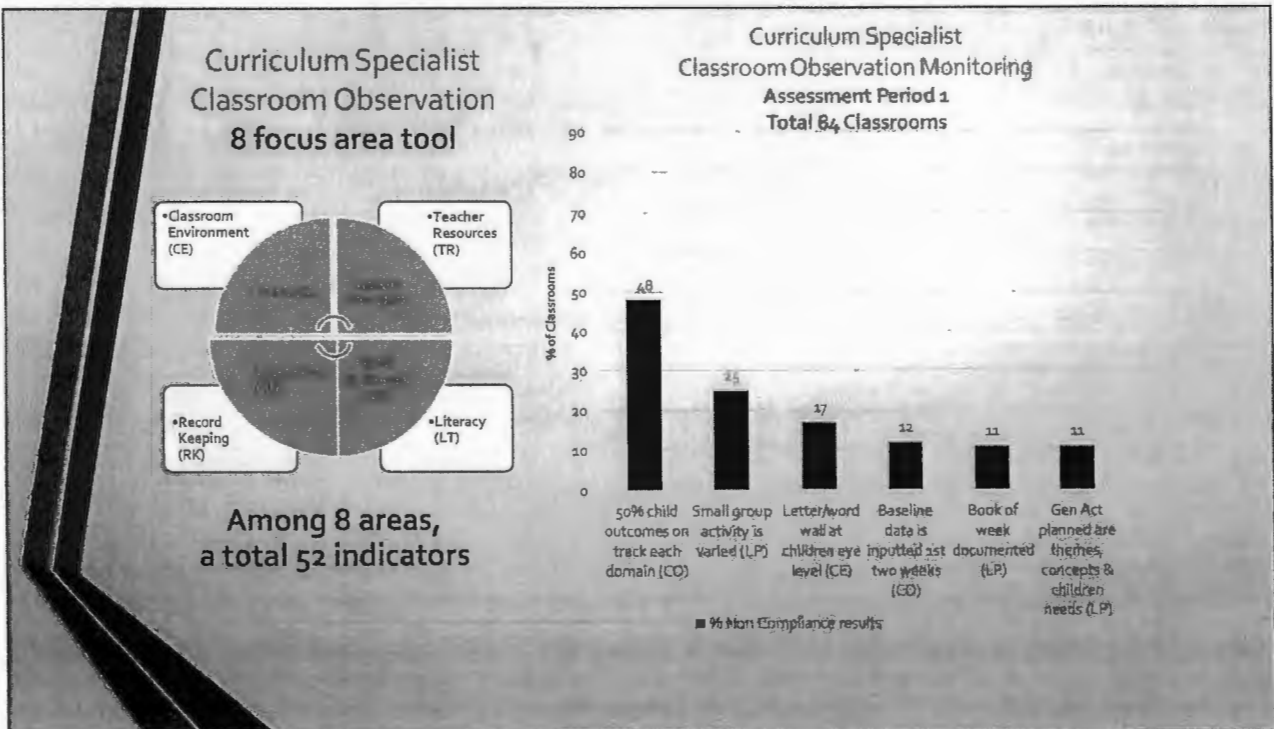
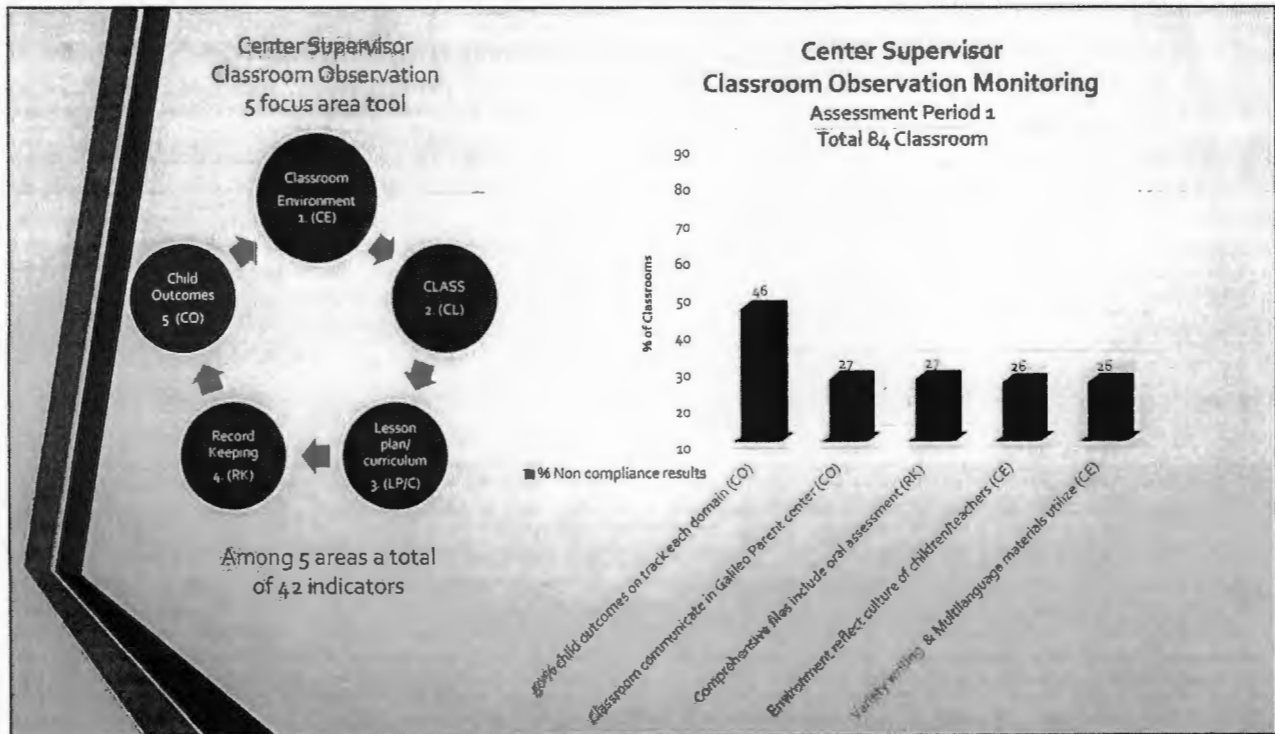
#### Center Supervisor Monitoring

- Team Approach used to complete lesson plans
- Parents had input w/ lesson plans
- Daily checklist completed & accurate
- Daily attendance recorded & accurate
- Teachers use variety of modalities for instruction
- Plan do review high scope strategies evident

#### Curriculum Specialist Monitoring

- Daily Checklist is completed & accurate
- Pedestrian & bus safety planned w/n 30 days
- Teachers plan/discuss oral health education
- 45 day screening completed & filed
- All ELL children identified & skills are planned
- Teachers model positive behavior support
- Teachers plan/discuss/implement father engagement activities.





## Curriculum Specialist Classroom Observation Monitoring

Classrooms w/  
100% Compliance

*Congratulations*

Outstanding  
Star Teachers

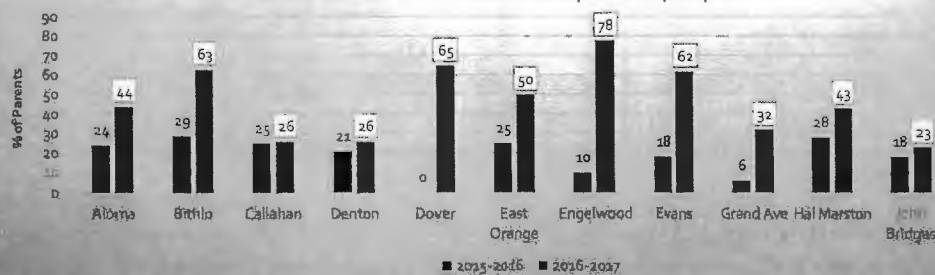


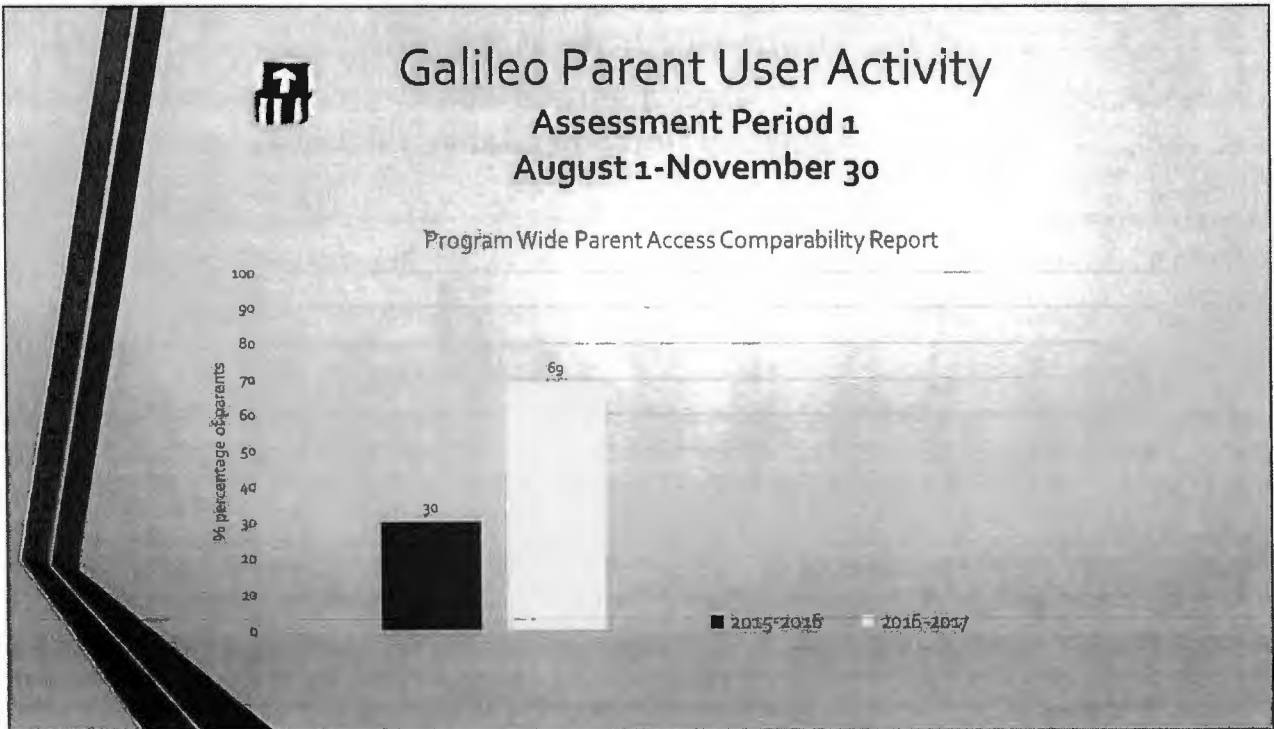
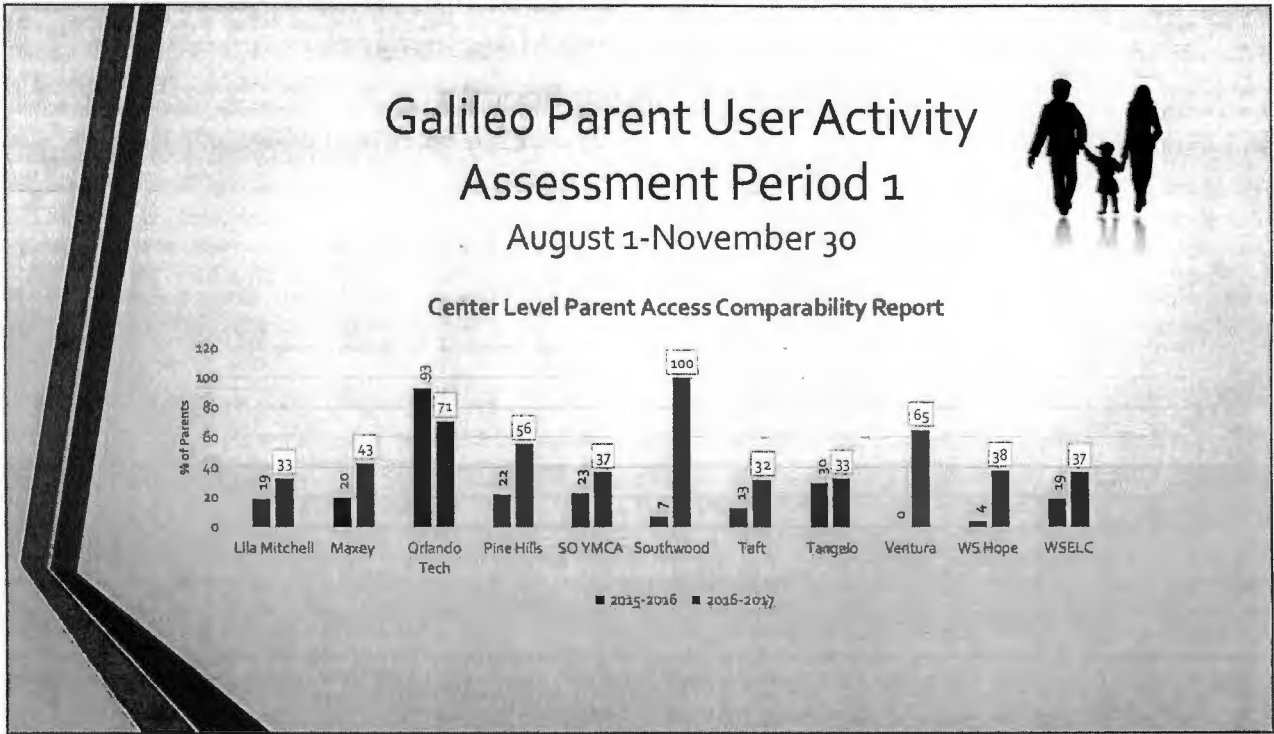
Center	Class#	Teachers	Assistants
1. East Orange	1	Abdul Ghani	A. Graham, B. Rivera
2. John Bridges	2,4,5,6	E. Johnson R. Lal N. Nieto C. Williams	R. Bertrand A. Torres M. Alexander L. Gonzalez
3. Lila Mitchell	2, 3	T. Collins O. Sutton	N. Meisfioui R. Bryant
4. Maxey	3	C. Conley	S. Paul
5. Pine Hills	1,2,7	E. Carty A. Collins J. Hall	S. Siplin I. Warrington J. Torres
6. SOYMCA	3	S. Perry	M. Powell
7. WSEL	4	C. Rodriguez	J. Strickland
8. WSHope	1	C. Register	G. Rivera

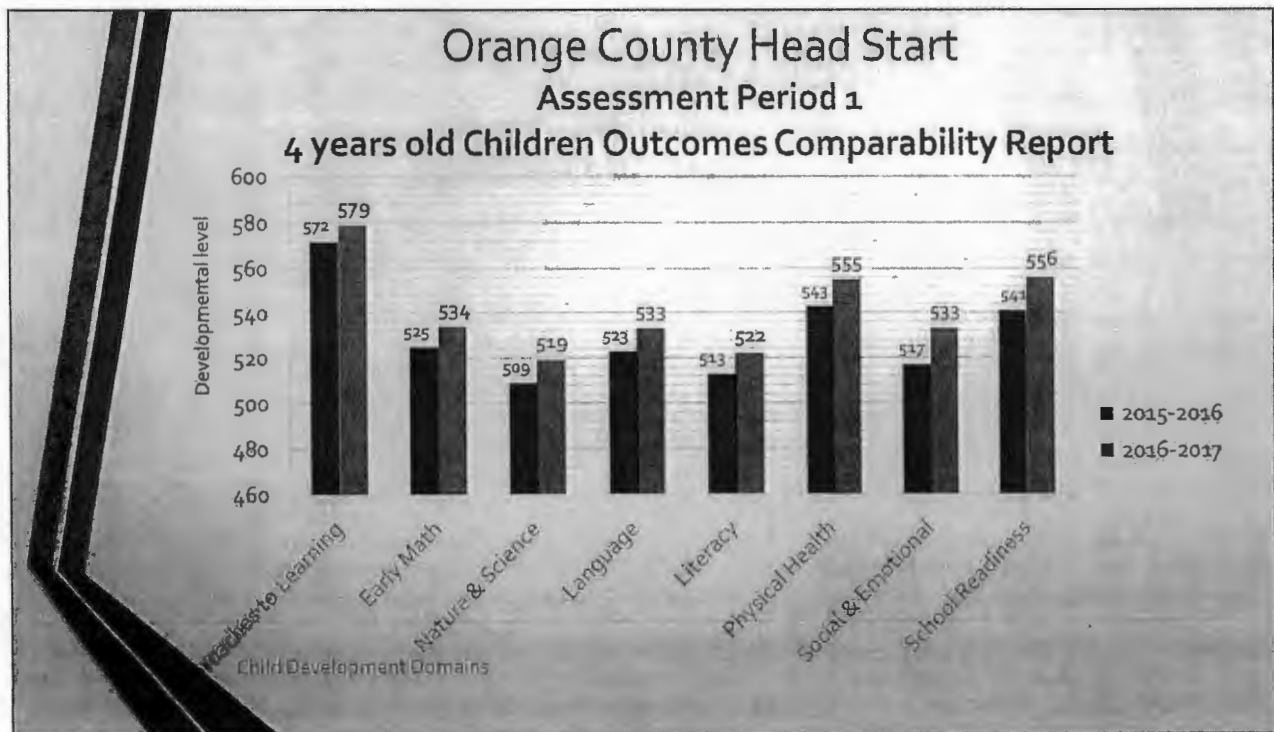
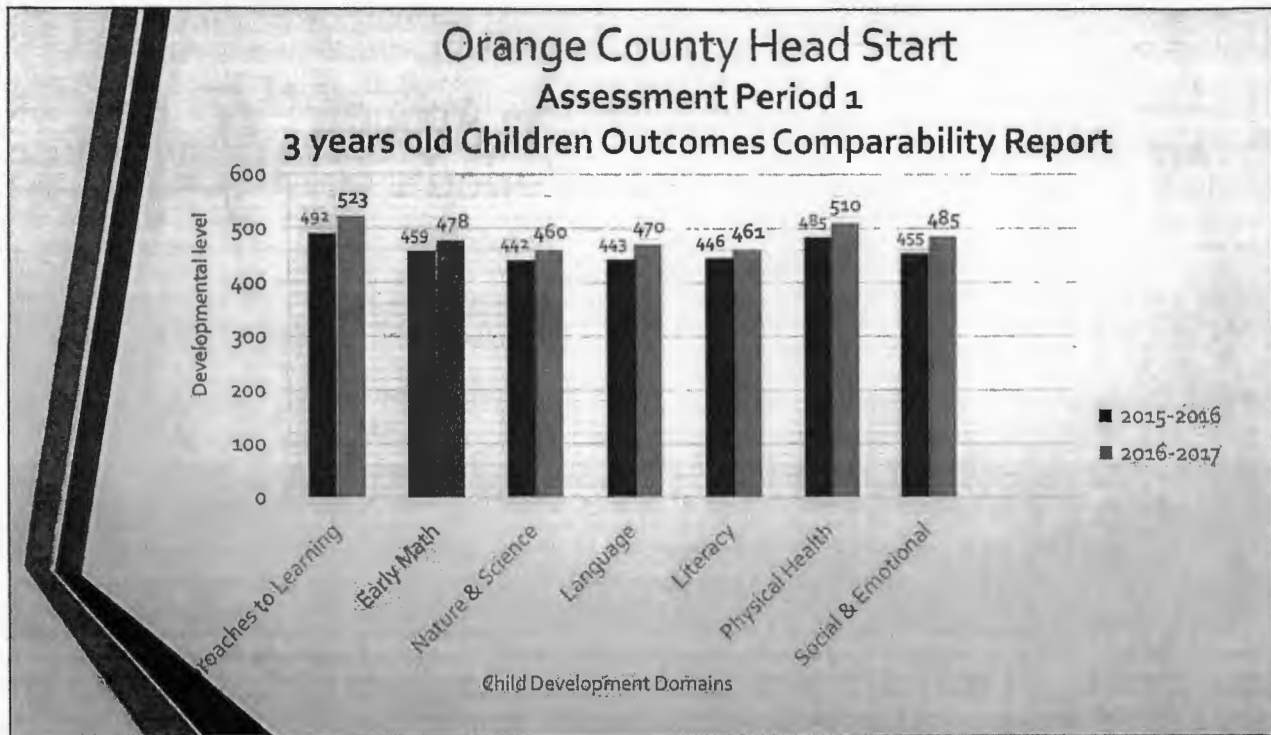
## Galileo Parent User Activity Assessment Period 1 August 1-November 30

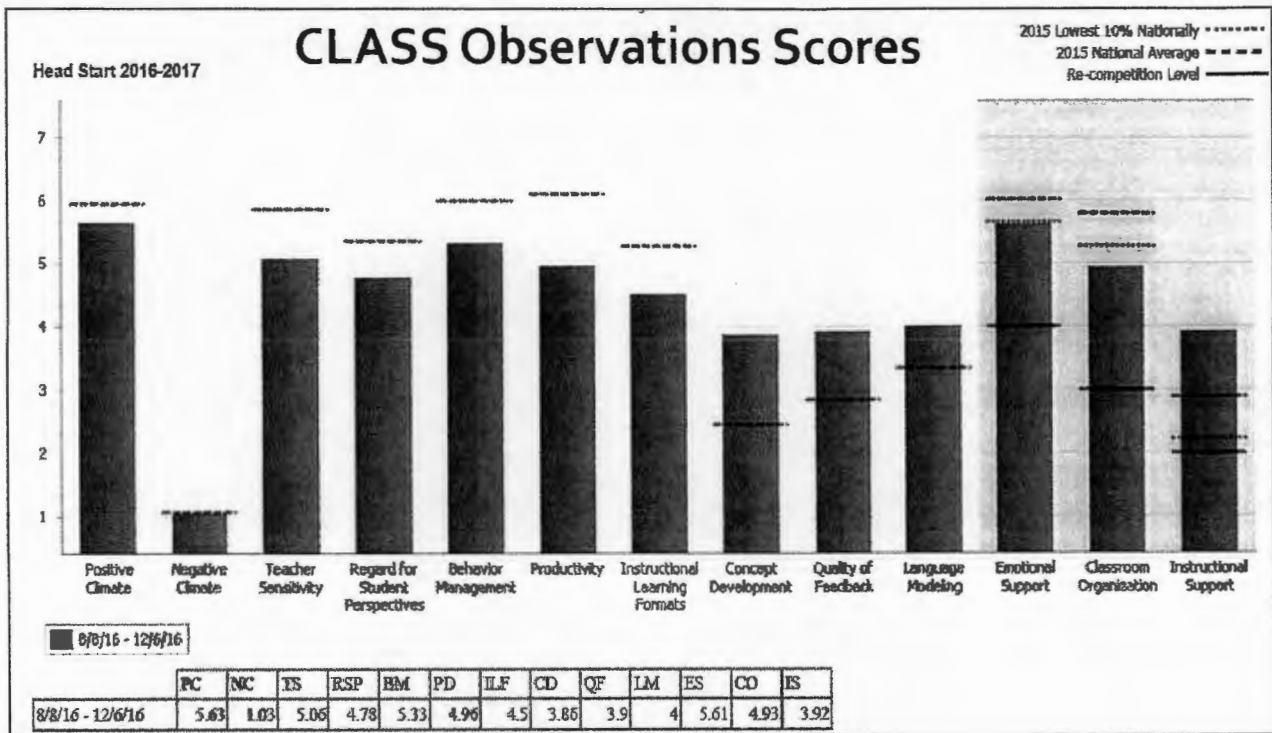


Center Level Parent Access Comparability Report









Orange County Head Start



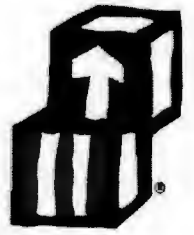
Instituto de Entrenamiento para Padres:  
"Encaminando tu Hijo hacia el Futuro con  
Confianza"

**GUARDAR LA  
FECHA  
Viernes  
17 de marzo de 2017**

*Kindergarten! ... here I come!*



Orange County Head Start



# **The Parent Training Institute:**

**"Walking your Child into the Future with  
Confidence"**

## **SAVE THE DATE**

## **Friday**

## **March 17, 2017**

*Kindergarten! ... here I come!*



# 3rd Fatherhood Breakfast

Orange County Head Start



Calling all dads, grandparents, uncles, and other prominent male role models....

Can we talk?

Let's face it... Children need all the guidance we can provide to help them succeed and thrive at home and at school.

**Join Us! Make A Difference!**

**March 11, 2017**

**9a.m. - 12p.m.**

**Taft Community Center**

**9450 S. Orange Avenue (32809)**

**For more information please contact:**

**Jose Selles: 407-254-9627**

**Luis Simonetti: 407-254-9298**

**Antonio Wright: 407-836-8462**

**Dwayne Horne: 407-254-9193**

**Corey Johnson: 407-254-9483**



# 3rd Desayuno de Padres

## Orange County Head Start



Haciendo un llamado a todos los  
padres, tios, abuelos y otros prominentes  
modelos masculinos  
Podriamos dialogar?

Seamos sinceros..... Los ninos necesitan una guia  
Para triunfar en casa y en la escuela

**Unete a Nosotros y haz la diferencia**

**March 11, 2017  
9a.m. - 12p.m.**

**Taft Community Center**

**9450 S. Orange Avenue (32809)**

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# **EDUMATICS TOWN HALL MEETING**

2731 Old Winter Garden Road, Ocoee, FL 34761

407-856-0861

[info@edumaticsprogram.com](mailto:info@edumaticsprogram.com)

[www.edumaticsprogram.com](http://www.edumaticsprogram.com)

Tuesday February 21, 2017

6PM - 7:30PM

## **Educational Empowerment Forum**

**OPEN TO THE PUBLIC**

### **FOCUS:**

**Proactive and  
Creative Solutions for  
Academic Excellence  
for PreK - College  
Open Dialogue  
Encouraged**

### **GUEST SPEAKERS:**

**DR. LAURA DORSEY - HARRIS  
UNIVERSITY OF PHOENIX FACULTY**

**DR. MARIE ORIZONDO - HARDING  
RETIRED ORANGE COUNTY SCHOOL DISTRICT ADMINISTRATOR**

### **MODERATED BY:**

**MS. KIETTA MAYWEATHER - GAMBLE  
NATIONAL DIRECTOR, EDUMATICS**

## **Region IV Conference Update**

### **How to Have Effective Board or Policy Council Meetings**

- Participant outcomes
  - Strengthen your understanding of the roles and responsibilities of the
    - ◆ Governing board
    - ◆ Policy groups
  - Recognize the structures and systems that must exist
  - Assess how relationships among
    - ◆ Governing board
    - ◆ Policy groups
- Parliamentary Law
- Conducting meetings
  - Boards must work together to accomplish the goals of the program
  - There are three types of meetings
    - ◆ Regular meetings
    - ◆ Special meetings
    - ◆ Closed meetings
- What's next?
  - ◆ be sure to attend all Policy Council Meetings
  - ◆ sign up and participate in at least one Sub-committee
  - ◆ take all important information back to the families at your center/sites
  - ◆ give a report at your parent meeting
  - ◆ stay involved

### **Parent Leadership = Parent Success**

- Identifying parent leaders (parent, grandparent, relative, guardian, foster parent or anyone acting in that role)
- When Do Parents Become Parent Leaders?
  - Parents are more likely to become parent leaders when they...
    - ◆ Feel accepted, encouraged, and supported by other parents and professionals
    - ◆ Are recognized for their successes and contributions
    - ◆ Receive positive feedback and reinforcement
    - ◆ See other parents like themselves taking on leadership roles

- Parent Success
  - Parent leadership is successfully achieved when parents and early learning professionals build effective partnerships and share responsibility, expertise and leadership in decisions being made that affect families and communities.
- Framing Leadership
  - Leadership is:
    - ◆ Increasing the capacity of others
    - ◆ Create an environment for high performance

### **Parent Engagement with a Twist**

- Is your WHY strong enough?
  - Why is Parent Engagement important?
    - ◆ Children Development
      - Prepares parents to be advocates for their children
    - ◆ Family Development
    - ◆ Service Delivery
    - ◆ School Readiness
- What type of engagement events are most successful?
  - Any event that **Uses the Babies!** If you want to engage the parents, you must engage the child.
  - Once you engage the children the parents will follow.

### **Family Partnership Process: Engaging and Goal Setting with Families**

- Seven Steps
  - ◆ Step 1- set a goal
  - ◆ Step 2- skills
  - ◆ Step 3- strengths
  - ◆ Step 4- stressors
  - ◆ Step 5- support
  - ◆ Step 6- strategies
  - ◆ Step 7- success
- \* Follow-up and Review

**Orange County Head Start  
Policy Council  
Meeting: February 16, 2017  
Director's Program Information Update**

**Local Head Start Information**

Orange County Community Action & Head Start Retirees & Friends received a donation from Senator Bracy, and selected OCHS to receive the donation. The donation included 140 Head Start children uniform shirts. The donation also included STEM & electronic materials. Senator Bracy presented the donated items to the Head Start children and parents on February 3, 2017.

OCHS staff participated in three day training on the Child Plus Head Start software system. The system is used for every component of the program. The training will lead to the achievement of goal #4 of the strategic plan, to become an organization that makes decisions based on the data.

OCHS celebrated the 20<sup>th</sup> Annual Guest Readers week with more than 500 plus readers in the center to include elected officials, home town hero's, county employees and parents. Mayor Teresa Jacobs participated and read to students at Taft Head Start center. The story was featured on local news.

OCHS met with Orange County Public Schools to determine placement for the 17/18 SY for Head Start sites. OCPS provided approval for expansion to Washington Shores Elementary, McCoy Elementary, and Three Points Elementary to include two classrooms, with office space. OCHS will review the community assessment to determine the placement for all Head Start centers.

OCHS met with representatives from 5<sup>th</sup>/3<sup>rd</sup> Bank to determine interest in an MOU to move forward with implementing the Empower U program for Head Start parents. Empower U is a financial wellness curriculum.

**Region IV Head Start Updates:**

ICF regional training and technical assistance agency held the Performance Standard training in Orlando Florida. OCHS registered seven employees for the training. The training was extremely beneficial as the new Head Start Program Performance Standards were implemented on November 7, 2017.

**National Head Start Updates:**

1. Log Number: ACF-PI-HS-16-05 Issuance Date: 12/08/2016

***Program Instruction***

**To:** All Head Start and Early Head Start Grantees, including Delegate Agencies

**Subject:** Background Checks – Extension of Compliance Date and Questions

**Instruction:**

This Program Instruction (PI) notifies programs they have until September 30, 2017 to comply with all background check requirements at §1302.90(b) in the Head Start Program Performance Standards final rule. This new effective date aligns with background check requirement deadlines for systems in the Child Care and Development Block Grant (CCDBG) Act of 2014. It also will afford programs more time to implement systems in accordance with these requirements. Although an extension was provided, programs are required to adhere to the criminal record check requirements in Section 648A of the Improving Head Start for School Readiness Act of 2007, Public Law 110-134. It requires a state, tribal, or federal criminal record check:

**Division Manager Special Activities**

- Manager planning and implementing activities for the Florida Head Start Association Conference. Requested, and received letters of support from the Mayor & District 6 Commissioner.
- Participated in Guest Readers Week
- Conducted School Readiness training for Head Start parents @ Hal Marston

**Head Start Policy Council  
Human Resources Committee  
February 2017 Actions**

**I. Pending Approval for hire**

<b>Job Title</b>	<b>Candidate's Name</b>

**II. Termination from employment (Involuntarily)**

<b>Teacher's Aide</b>	<b>Job Abandonment</b>	<b>Ebony Rainge</b>

**III. Separation from employment (Voluntarily)**

<b>Job Title</b>	<b>Reason</b>	<b>Employee's Name</b>
Teacher Assistant	Personal Reasons	Porshea Dennis
Technician On Call	Temporary Assignment Complete	Tharaa Katoun
Teacher Assistant	Another Job	Jessica Perez
Family Services Worker	Another Job	Ericka Finely
Teacher	Center Supervisor	Ruth Hernandez

**IV. Current Head Start Openings – As of 02/09/17**

<b>Job Title</b>	<b>Number of Positions</b>	<b>Potential Candidates in process for hire</b>
Teacher Assistant	20	
Licensed Practical Nurse	1	
Center Supervisor	1	
Family Services Worker	1	

# Head Start Budget Summary February 2017

## Head Start Budget Summary

Below is a statement of financial activity (or a 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 2016-2017	OCT	NOV	DEC	JAN	FEB	M	A	M	J	J	A	S	Encumbered	TOTAL Budget YTD	BALANCE	TOTAL YTD
7522 - Services	\$10,004,298.00	\$636,791.45	\$804,713.88	\$990,210.97	\$1,126,751.13	\$649,435.42								\$170,361.13	\$3,978,376.93	\$5,845,371.34	41.57%
7525 - Training	\$122,891.00	\$0.00	\$709.95	\$3,551.41	\$11,027.92	\$8,372.41								\$7,450.00	\$23,661.69	\$91,779.31	25.32%
7526 - Disabilities	\$623,106.00	\$21,817.73	\$4,373.05	\$35,708.38	\$29,987.05	\$23,696.50								\$103,845.00	\$115,324.71	\$288,376.29	43.18%
7527 - Medical/LPN	\$288,637.00	\$5,937.11	\$13,487.21	\$12,373.16	\$16,912.30	\$14,389.04								\$24,946.25	\$63,108.82	\$200,581.93	30.51%
7521 - Administration	\$1,321,904.00	\$60,024.00	\$91,311.75	\$132,041.32	\$104,012.78	\$81,905.06								\$8,527.61	\$425,073.82	\$888,302.57	32.80%
7528 - Family Svc Work	\$1,388,962.00	\$51,554.09	\$110,823.76	\$108,289.62	\$105,259.95	\$94,486.99								\$0.00	\$470,414.67	\$918,647.33	33.87%
7524 - USDA Services	\$1,590,860.00	\$14,306.69	\$117,234.49	\$105,937.62	\$201,300.17	\$76,004.57								\$681,976.55	\$514,783.54	\$563,866.91	67.97%
7523 - USDA Admin	\$176,600.00	\$8,186.00	\$11,006.89	\$11,108.33	\$13,112.17	\$11,276.94								\$0.00	\$54,690.45	\$124,720.55	30.48%

Parent committees are allocated a specific amount from the Parent Activity Fund to develop and implement parent projects and activities. The Parent Activity Fund is money set aside in the program budget to provide parents the opportunity and experience in planning, developing and implementing their own projects. Each Parent Committee is allocated \$6 from the Parent Activity Fund based on the number of children the Parent Committee represents. For example, with a \$5 per child parent activity fund allotment, the Parent Activity Fund would be \$200 in a center with 40 children. The Parent Committee would decide how they want to spend the funds, and would then make a request to the Policy Council for approval.

Specific examples of the kinds of activities supported by the Parent Activity Fund include:

- Identifying a special speaker to present at a Parent Committee meeting and paying his or her fee.
- Including parents on a field trip to the zoo and paying their entrance fee.
- Paying the registration fee and expenses for a Parent of the Year to attend a state Head Start Association conference.
- Purchasing ingredients for a cooking class for parents on low-budget nutritious meals or Chinese cooking or some other special food interest.
- Including a family photo evening when the school photographer comes to take children's photo and using the parent activity dollars to pay some or a portion of the additional cost for the family portraits.
- The Parent Activity Fund should be spent on the basis of project relatedness. The Parent Activity Fund must not be used for activities that are *solely* for entertainment. Entertainment can be defined as cost of amusement, diversion, social activities, ceremonials and incidental cost relating thereto, such as meals, lodging, transportation and gratuities. However, the Parent Activity Fund can be used for expenses where entertainment may play an incidental part in the activity. Therefore, programs should always couple entertainment expense with project-related activities. Spending must always be for program-related expenses or the spending would be unallowed. This goes not only for entertainment expenditures, but for all other types of expenditures as well.<sup>1</sup>

<sup>1</sup> ECLKC Program Management and Fiscal Operations Parent Activity Funds Narrative

## 7521 Budget Planner

7521 BUDGET (Headstart Admin)	\$1,321,904.00
ACTUAL SPENT	\$425,073.82
DIFFERENCE (over/under budget)	\$896,830.18

1000 - 1999				
Object Code	Budget	Actual		Difference
1120 - Regular Salaries & Wages	\$824,794.00	\$299,196.50	●	\$525,597.50
1130 - Other Salaries and Wages	\$0.00	\$4,436.83	◆	-\$4,436.83
1140 - Overtime	\$7,000.00	\$1,096.96	●	\$5,903.04
			●	\$0.00
			●	\$0.00
<b>Total</b>	<b>\$831,794.00</b>	<b>\$304,730.29</b>	●	<b>\$527,063.71</b>

2000-2999				
Object Code	Budget	Actual		Difference
2110 - Fica Taxes	\$63,093.00	\$22,331.15	●	\$40,761.85
2120 - Retirement Contribution	\$62,025.00	\$23,346.90	●	\$38,678.10
2130 - Life & Health Insurance	\$173,400.00	\$48,434.79	●	\$124,965.21
2131 - HAS Contribution	\$1,800.00	\$0.00	●	\$1,800.00
2200 - Payments to OPEB Trust	\$7,892.00	\$0.00	●	\$7,892.00
			●	\$0.00
			●	\$0.00
			●	\$0.00
<b>Total</b>	<b>\$308,210.00</b>	<b>\$94,112.84</b>	●	<b>\$214,097.16</b>

3000 - 3999				
Object Code	Budget	Actual		Difference
3125 - Indirect Costs	\$103,329.00	\$0.00	●	\$103,329.00
3410 - Local Travel	\$1,000.00	\$1,624.69	◆	-\$624.69
3510 - Postage & Messenger Services	\$2,000.00	\$29.71	●	\$1,970.29
3530 - Toll Charges	\$150.00	\$75.42	●	\$74.58
3610 - Rental of Equipment	\$5,600.00	\$1,186.15	●	\$4,413.85
3720 - Communications	\$3,000.00	\$1,625.65	●	\$1,374.35
3820 - Maintenance of Equipment	\$2,567.00	\$1,511.50	●	\$1,055.50
3910 - Graphic Reprod. Services	\$8,800.00	\$63.65	●	\$8,736.35
			●	\$0.00
			●	\$0.00
<b>Total</b>	<b>\$126,446.00</b>	<b>\$6,116.77</b>	●	<b>\$120,329.23</b>

Revenue to date \$30.17

4000 - 4999				
Object Code	Budget	Actual		Difference
4010 - Dues and Memberships	\$9,395.00	\$6,594.00	●	\$2,801.00
4110 - Office Supplies	\$13,000.00	\$1,349.41	●	\$11,650.59
4115 - Miscellaneous Operating Supplies	\$3,000.00	\$0.00	●	\$3,000.00
4120 - Software < 1000	\$1,500.00	\$0.00	●	\$1,500.00
4121 - Computer Equipment < \$1000	\$1,020.00	\$319.76	●	\$700.24
4123 - Equipment < \$1000	\$5,000.00	\$370.75	●	\$4,629.25
4112 Promotional Expenses	\$5,000.00	\$0.00	●	\$5,000.00
4418 - Educational Assist. Program	\$1,000.00	\$0.00	●	\$1,000.00
4422 - Scholarships -Awards - Benefits	\$559.00	\$0.00	●	\$559.00
4482 - Self Insur. Property/casualty	\$11,480.00	\$11,480.00	●	\$0.00
			●	\$0.00
			●	\$0.00
			●	\$0.00
<b>Total</b>	<b>\$50,954.00</b>	<b>\$20,113.92</b>	●	<b>\$30,840.08</b>

5000 - 5999				
Object Code	Budget	Actual		Difference
6438 Computer	\$3,000.00	\$0.00	●	\$3,000.00
			●	\$0.00
			●	\$0.00
<b>Total</b>	<b>\$3,000.00</b>	<b>\$0.00</b>	●	<b>\$3,000.00</b>

6000 - 6999				
Object Code	Budget	Actual		Difference
			●	\$0.00
			●	\$0.00
			●	\$0.00
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	●	<b>\$0.00</b>

Angel -  
Sandra / Evette PC

Need to find out what

## 7522 Budget Planner

<b>7522 BUDGET (Headstart Services)</b>	<b>\$10,004,548.00</b>
<b>ACTUAL SPENT</b>	<b>\$3,978,376.93</b>
<b>DIFFERENCE (over/under budget)</b>	<b>\$6,026,171.07</b>

1000 - 1999			
Object Code	Budget	Actual	Difference
1120 - Regular Salaries & Wages	\$5,560,633.00	\$2,374,689.75	\$3,185,943.25
1130 - Other Salaries & Wages	\$75,900.00	\$39,663.13	\$36,236.87
1140 - Overtime	\$10,000.00	\$2,499.74	\$7,500.26
			\$0.00
			\$0.00
			\$0.00
<b>Total</b>	<b>\$5,646,533.00</b>	<b>\$2,416,852.62</b>	<b>\$3,229,680.38</b>

2000 - 2999			
Object Code	Budget	Actual	Difference
2110 - FICA Taxes	\$499,559.00	\$176,565.19	\$322,993.81
2120 - Retirement Contribution	\$503,600.00	\$181,014.18	\$322,585.82
2130 - Life and Insurance	\$1,703,400.00	\$605,184.45	\$1,098,215.55
2131 - HAS Contribution	\$29,500.00	\$0.00	\$29,500.00
2200 - Payments to OPEB Trust	\$105,672.00	\$0.00	\$105,672.00
			\$0.00
<b>Total</b>	<b>\$2,841,731.00</b>	<b>\$962,763.82</b>	<b>\$1,878,967.18</b>

3000 - 3999			
Object Code	Budget	Actual	Difference
3167 - Payments to Other Government	\$8,000.00	\$1,720.00	\$6,280.00
3170 - Janitorial Service and Supply	\$20,000.00	\$4,602.32	\$15,397.68
3192 - Software Licensing/Support Fee	\$43,890.00	\$18,822.43	\$25,067.57
3195 - Contract Services Medica	\$23,500.00	\$0.00	\$23,500.00
3197 - Contract Svcs Not Oth Specified	\$16,500.00	\$1,690.00	\$14,810.00
3350 - Other Insurance & Bonds	\$11,000.00	\$12,499.00	-\$1,499.00
3410 - Local Travel	\$10,000.00	\$3,952.51	\$6,047.49
3530 - Toll Charges	\$500.00	\$392.36	\$107.64
3610 - Rental of Equipment	\$11,000.00	\$19,088.05	-\$8,088.05
3620 - Leases- Bldgs and Structures	\$150,172.00	\$121,785.01	\$28,386.99
3710 - Utilities	\$40,000.00	\$18,594.44	\$21,405.56
3720 - Communications	\$45,000.00	\$19,479.95	\$25,520.05
3810 - Maint of Bldg Imp & Grounds	\$100,000.00	\$18,276.92	\$81,723.08
3820 - Maintenance of Equipment	\$35,000.00	\$6,886.47	\$28,113.53
3823 - Computer Maintenance	\$4,500.00	\$0.00	\$4,500.00
3910 - Graphic Reproduction Services	\$10,000.00	\$0.00	\$10,000.00
3825 - Internal Fleet Management Charges	\$43,000.00	\$4,894.60	\$38,105.40
			\$0.00
			\$0.00
<b>Total</b>	<b>\$572,062.00</b>	<b>\$252,684.06</b>	<b>\$319,377.94</b>

OCPS  
\$86,321  
Pull Contract

4000 - 4999			
Object Code	Budget	Actual	Difference
4020 - Books, CDs, Videos & Subscriptions	\$20,000.00	\$1,246.35	\$18,753.65
4110 - Office Supplies	\$25,000.00	\$3,592.06	\$21,407.94
4115 - Miscellaneous Operating Supplies	\$75,000.00	\$2,897.53	\$72,102.47
4116 - Event Meal Reimbursements	\$3,000.00	\$662.33	\$2,337.67
4120 - Software < \$1000	\$12,609.00	\$0.00	\$12,609.00
4121 - Computer Equipment < \$1000	\$54,580.00	\$14,902.85	\$39,677.15
4123 - Equipment < \$1000	\$25,000.00	\$1,180.91	\$23,819.09
4135 - Food & Dietary	\$282,788.00	\$41,934.40	\$240,853.60
4143 - Medical & Surgical	\$0.00	\$0.00	\$0.00
4175 - Clothing & Wearing Apparel	\$100.00	\$0.00	\$100.00
4195 - Misc Supplies or Expenses	\$10,000.00	\$0.00	\$10,000.00
4412 - Promotional Expenses	\$16,625.00	\$0.00	\$16,625.00
4418 - Educational Assist. Program	\$10,000.00	\$0.00	\$10,000.00
4440 - Improvements to Non-County Assets	\$5,784.00	\$0.00	\$5,784.00
4450 - Parent Activity Fund	\$9,216.00	\$0.00	\$9,216.00
4452 - Field Trips - Head Start	\$15,360.00	\$0.00	\$15,360.00
4482 - Self Insur. Prop/Casualty	\$279,660.00	\$279,660.00	\$0.00
			\$0.00
			\$0.00
<b>Total</b>	<b>\$844,722.00</b>	<b>\$346,076.43</b>	<b>\$498,645.57</b>

5000 - 5999			
Object Code	Budget	Actual	Difference
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

6000 - 6999			
Object Code	Budget	Actual	Difference
6310 - Struct and Fac Other than Bldg	\$25,250.00	\$0.00	\$25,250.00
6410 - Equipment	\$49,750.00	\$0.00	\$49,750.00
6438 - Computer Equipment	\$4,500.00	\$0.00	\$4,500.00
6420 - Rolling Stock	\$25,000.00	\$0.00	\$25,000.00
			\$0.00
			\$0.00
			\$0.00
<b>Total</b>	<b>\$104,500.00</b>	<b>\$0.00</b>	<b>\$104,500.00</b>

## 7524 Budget Planner

7524 BUDGET (USDA SERVICES)	\$1,590,860.00
ACTUAL SPENT	\$514,783.54
DIFFERENCE (over/under budget)	\$1,076,076.46
Revenues In	\$386,248.09
Total Inc/Def	(\$183,225.90)

1000 - 1999				
Object Code	Budget	Actual	Difference	
1120 - Regular Salaries & Wages	\$161,794.00	\$60,057.50	\$101,736.50	
			\$0.00	
			\$0.00	
			\$0.00	
<b>Total</b>	<b>\$161,794.00</b>	<b>\$60,057.50</b>	<b>\$101,736.50</b>	

2000-2999				
Object Code	Budget	Actual	Difference	
2110 - FICA Taxes	\$12,570.00	\$4,317.84	\$8,252.16	
2120 - Retirement Contribution	\$12,355.00	\$4,516.35	\$7,838.65	
2130 - Life and Insurance	\$81,600.00	\$22,075.18	\$59,524.82	
2131 - HAS. Contribution	\$1,000.00	\$0.00	\$1,000.00	
2200 - Payments to OPEB Trust	\$3,536.00	\$0.00	\$3,536.00	
			\$0.00	
<b>Total</b>	<b>\$111,061.00</b>	<b>\$30,909.37</b>	<b>\$80,151.63</b>	

3000 - 3999				
Object Code	Budget	Actual	Difference	
3170 - Janitorial Svc & Supply	\$1,000.00	\$0.00	\$1,000.00	
			\$0.00	
			\$0.00	
<b>Total</b>	<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$1,000.00</b>	

Revenue to date \$292,114.53

4000 - 4999				
Object Code	Budget	Actual	Difference	
4115 - Miscellaneous Operating Supplies	\$5,436.00	\$91.92	\$5,344.08	
			\$0.00	
			\$0.00	
4130 - Household & Kitchen Supplies	\$2,005.00	\$1,319.71	\$685.29	
4135 - Food & Dietary	\$1,305,000.00	\$417,841.04	\$887,158.96	
4482 - Self Insurance Property/ Casualty	\$4,564.00	\$4,564.00	\$0.00	
			\$0.00	
			\$0.00	
<b>Total</b>	<b>\$1,317,005.00</b>	<b>\$423,816.67</b>	<b>\$893,188.33</b>	

5000 - 5999				
Object Code	Budget	Actual	Difference	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	

6000 - 6999				
Object Code	Budget	Actual	Difference	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	

\*4123- Shipping

## 7523 Budget Planner

7523 BUDGET (USDA Admin)	\$176,600.00
ACTUAL SPENT	\$54,690.45
DIFFERENCE (over/under budget)	\$121,909.55

1000 - 1999				
Object Code	Budget	Actual	Difference	
1120 - Regular Salaries & Wages	\$114,615.00	\$40,851.79		\$73,763.21
				\$0.00
				\$0.00
				\$0.00
Total	\$114,615.00	\$40,851.79		\$73,763.21

2000-2999				
Object Code	Budget	Actual	Difference	
2110 - FICA Taxes	\$8,767.00	\$3,018.82		\$5,748.18
2120 - Retirement Contribution	\$8,619.00	\$3,072.13		\$5,546.87
2130 - Life and Insurance	\$30,600.00	\$4,283.78		\$26,316.22
2131 - HAS. Contribution	\$300.00	\$0.00		\$300.00
2200 - Payments to OPEB Trust	\$1,326.00	\$0.00		\$1,326.00
				\$0.00
Total	\$49,612.00	\$10,374.73		\$39,237.27

3000 - 3999				
Object Code	Budget	Actual	Difference	
3125 - Indirect Costs	\$6,543.00	\$0.00		\$6,543.00
3410 - Local Travel	\$1,000.00	\$308.15		\$691.85
3530 - Toll Charges	\$30.00	\$0.00		\$30.00
3820 - Maintenance of Equipment	\$500.00	\$0.00		\$500.00
				\$0.00
Total	\$8,073.00	\$308.15		\$7,764.85

4000 - 4999				
Object Code	Budget	Actual	Difference	
4110 - Office Supplies	\$700.00	\$55.78		\$644.22
4418 - Educational Assist. Program	\$500.00	\$0.00		\$500.00
4482 - Self Insurance Property/ Casualty	\$3,100.00	\$3,100.00		\$0.00
4030	\$600.00	\$0.00		\$600.00
4123	\$741.00	\$0.00		\$741.00
Total	\$5,641.00	\$3,155.78		\$2,485.22

5000 - 5999				
Object Code	Budget	Actual	Difference	
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
Total	\$0.00	\$0.00		\$0.00

6000 - 6999				
Object Code	Budget	Actual	Difference	
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
Total	\$0.00	\$0.00		\$0.00

## 7527 Budget Planner

<b>7527 BUDGET (Medical/Dental/LPN)</b>	<b>\$288,537.00</b>
<b>ACTUAL SPENT</b>	<b>\$62,965.18</b>
<b>DIFFERENCE (over/under budget)</b>	<b>\$225,571.82</b>

1000 - 1999			
Object Code	Budget	Actual	Difference
1120 - Regular Salaries & Wages	\$137,357.00	\$39,977.64	\$97,379.36
1140 - Overtime	\$1,000.00	\$50.19	\$949.81
1130 - Other Salaries and Wages	\$0.00	\$1,207.00	-\$1,207.00
			\$0.00
			\$0.00
<b>Total</b>	<b>\$138,357.00</b>	<b>\$41,234.83</b>	<b>\$97,122.17</b>

2000-2999			
Object Code	Budget	Actual	Difference
2110 - FICA Taxes	\$10,508.00	\$3,029.31	\$7,478.69
2120 - Retirement Contribution	\$9,972.00	\$3,010.11	\$6,961.89
2130 - Life and Insurance	\$40,800.00	\$7,619.16	\$33,180.84
2131 - HAS. Contribution	\$400.00	\$0.00	\$400.00
			\$0.00
			\$0.00
<b>Total</b>	<b>\$61,680.00</b>	<b>\$13,658.58</b>	<b>\$48,021.42</b>

3000 - 3999			
Object Code	Budget	Actual	Difference
3195 - Contract Services Medical	\$17,500.00	\$0.00	\$17,500.00
3179 - Contract Service - Employmt. Agent	\$10,000.00	\$3,038.75	\$6,961.25
3197 - Contract Svcs Not Oth Specified	\$30,000.00	\$0.00	\$30,000.00
3410 - Local Travel	\$4,000.00	\$235.18	\$3,764.82
3720 - Communications	\$5,000.00	\$363.34	\$4,636.66
3530	\$100.00	\$21.19	\$78.81
			\$0.00
			\$0.00
<b>Total</b>	<b>\$66,600.00</b>	<b>\$3,658.46</b>	<b>\$62,941.54</b>

4000 - 4999			
Object Code	Budget	Actual	Difference
4110 - Office Supplies	\$2,000.00	\$40.86	\$1,959.14
4115 - Miscellaneous Operating Supplies	\$5,000.00	\$2,208.42	\$2,791.58
4121 - Computer Equipment < \$1000	\$2,000.00	\$0.00	\$2,000.00
4123 - Equipment < \$1000	\$2,000.00	\$120.99	\$1,879.01
4143 - Medical & Surgical	\$10,000.00	\$2,043.04	\$7,956.96
4418 - Educational Assist. Program	\$500.00	\$0.00	\$500.00
4450 - Parent Activity Fund	\$500.00	\$0.00	\$500.00
			\$0.00
			\$0.00
			\$0.00
<b>Total</b>	<b>\$22,000.00</b>	<b>\$4,413.31</b>	<b>\$17,586.69</b>

5000 - 5999			
Object Code	Budget	Actual	Difference
			\$0.00
			\$0.00
			\$0.00
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

6000 - 6999			
Object Code	Budget	Actual	Difference
			\$0.00
			\$0.00
			\$0.00
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

## 7526 Budget Planner

7526 BUDGET (Disabilities)	\$507,496.00
ACTUAL SPENT	\$115,324.71
DIFFERENCE (over/under budget)	\$392,171.29

1000 - 1999				
Object Code	Budget	Actual	Difference	
1120 - Regular Salaries & Wages	\$202,556.00	\$76,156.76	●	\$126,399.24
1130 - Other Salaries & Wages	\$30,000.00	\$1,183.20	●	\$28,816.80
1140 - Overtime (Lourdes Ramos 10/22 - Eergency)	\$0.00	\$599.76	◆	-\$599.76
			●	\$0.00
<b>Total</b>	<b>\$232,556.00</b>	<b>\$77,939.72</b>	●	<b>\$154,616.28</b>

2000-2999				
Object Code	Budget	Actual	Difference	
2110 - FICA Taxes	\$15,494.00	\$5,498.81	●	\$9,995.19
2120 - Retirement Contribution	\$15,232.00	\$5,772.18	●	\$9,459.82
2130 - Life and Insurance	\$40,800.00	\$14,913.95	●	\$25,886.05
2131 - HAS. Contribution	\$600.00	\$0.00	●	\$600.00
2200 - Payments to OPEB Trust	\$1,754.00	\$0.00	●	\$1,754.00
			●	\$0.00
<b>Total</b>	<b>\$73,880.00</b>	<b>\$26,184.94</b>	●	<b>\$47,695.06</b>

3000 - 3999				
Object Code	Budget	Actual	Difference	
3195 - Contract Services Medica	\$57,000.00	\$4,905.00	●	\$52,095.00
3275 - ** Medical Services	\$120,000.00	\$0.00	●	\$120,000.00
3410 - Local Travel	\$5,000.00	\$804.26	●	\$4,195.74
3530	\$50.00	\$19.36	●	\$30.64
3720 - Communications	\$1,250.00	\$392.25	●	\$857.75
			●	\$0.00
<b>Total</b>	<b>\$183,300.00</b>	<b>\$6,120.87</b>	●	<b>\$177,179.13</b>

4000 - 4999				
Object Code	Budget	Actual	Difference	
4020 - Books, CDs, Videos & Subscriptions	\$5,000.00	\$0.00	●	\$5,000.00
4110 - Office Supplies	\$3,000.00	\$0.00	●	\$3,000.00
4115 - Miscellaneous Operating Supplies	\$3,750.00	\$19.18	●	\$3,730.82
4418 - Educational Assist. Program	\$1,000.00	\$0.00	●	\$1,000.00
4482 - Self Insur. Prop/Casulty	\$5,060.00	\$5,060.00	●	\$0.00
			●	\$0.00
<b>Total</b>	<b>\$17,810.00</b>	<b>\$5,079.18</b>	●	<b>\$12,730.82</b>

5000 - 5999				
Object Code	Budget	Actual	Difference	
			●	\$0.00
			●	\$0.00
			●	\$0.00
			●	\$0.00
			●	\$0.00
			●	\$0.00
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	●	<b>\$0.00</b>

6000 - 6999				
Object Code	Budget	Actual	Difference	
			●	\$0.00
			●	\$0.00
			●	\$0.00
			●	\$0.00
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	●	<b>\$0.00</b>

## 7525 Budget Planner

7525 BUDGET (Training)	\$122,891.00
ACTUAL SPENT	\$23,661.69
DIFFERENCE (over/under budget)	\$99,229.31

1000 - 1999			
Object Code	Budget	Actual	Difference
			\$0.00
			\$0.00
Total	\$0.00	\$0.00	\$0.00

2000 - 2999			
Object Code	Budget	Actual	Difference
		\$0.00	\$0.00
		\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00

3000 - 3999			
Object Code	Budget	Actual	Difference
3185 - Contractual Service - Training	\$11,070.00	\$0.00	\$11,070.00
3420 - Out of County Travel	\$17,700.00	\$6,071.69	\$11,628.31
3610 - Rental of Equipment	\$1,000.00	\$1,095.90	-\$95.90
3620 - Leases - Bldgs & Structures	\$2,000.00	\$0.00	\$2,000.00
3910 - Graphics Reprod.Services	\$1,000.00	\$0.00	\$1,000.00
3197 - Contract	\$5,000.00	\$1,125.00	\$3,875.00
			\$0.00
			\$0.00
Total	\$37,770.00	\$8,292.59	\$29,477.41

4000 - 4999			
Object Code	Budget	Actual	Difference
4020 - Books, CDs, Videos & Subscriptions	\$1,000.00	\$0.00	\$1,000.00
4030 - Training and Educational Costs	\$63,550.00	\$5,573.00	\$57,977.00
4040 - License and Certification fees	\$1,000.00	-\$150.00	\$1,150.00
4110 - Office Supplies (Excluding printing)	\$2,771.00	\$0.00	\$2,771.00
4115 - Miscellaneous Operating Supplies	\$2,000.00	\$0.00	\$2,000.00
4116 - Event Meal Reimbursments	\$4,500.00	\$0.00	\$4,500.00
4418 - Educational Assist. Program	\$10,300.00	\$9,946.10	\$353.90
			\$0.00
			\$0.00
			\$0.00
Total	\$85,121.00	\$15,369.10	\$69,751.90

5000 - 5999			
Object Code	Budget	Actual	Difference
			\$0.00
			\$0.00
			\$0.00
Total	\$0.00	\$0.00	\$0.00

6000 - 6999			
Object Code	Budget	Actual	Difference
			\$0.00
			\$0.00
			\$0.00
Total	\$0.00	\$0.00	\$0.00

## 7528 Budget Planner

<b>7528 BUDGET (Family Service Work)</b>	<b>\$1,388,962.00</b>
<b>ACTUAL SPENT</b>	<b>\$470,524.66</b>
<b>DIFFERENCE (over/under budget)</b>	<b>\$918,437.34</b>

1000 - 1999				
Object Code	Budget	Actual	Difference	
1120 - Regular Salaries & Wages	\$933,988.00	\$341,004.19	●	\$592,983.81
1130 - Other Salaries & Wages	\$10,000.00	\$0.00	●	\$10,000.00
1140 - Overtime	\$5,000.00	\$1,496.53	●	\$3,503.47
			●	\$0.00
			●	\$0.00
			●	\$0.00
<b>Total</b>	<b>\$948,988.00</b>	<b>\$342,500.72</b>	●	<b>\$606,487.28</b>

2000-2999				
Object Code	Budget	Actual	Difference	
2110 - FICA Taxes	\$71,450.00	\$24,682.42	●	\$46,767.58
2120 - Retirement Contribution	\$67,808.00	\$25,323.24	●	\$42,484.76
2130 - Life and Insurance	\$255,000.00	\$73,657.19	●	\$181,342.81
2131 - HAS. Contribution	\$2,500.00	\$0.00	●	\$2,500.00
			●	\$0.00
			●	\$0.00
<b>Total</b>	<b>\$396,758.00</b>	<b>\$123,662.85</b>	●	<b>\$273,095.15</b>

3000 - 3999				
Object Code	Budget	Actual	Difference	
3410 - Local Travel	\$5,000.00	\$1,201.47	●	\$3,798.53
3720 - Communications	\$8,000.00	\$883.01	●	\$7,116.99
3530 -	\$100.00	\$70.65	●	\$29.35
			●	\$0.00
<b>Total</b>	<b>\$13,100.00</b>	<b>\$2,155.13</b>	●	<b>\$10,944.87</b>

4000 - 4999				
Object Code	Budget	Actual	Difference	
4020 - Books, CDs, Videos & Subscriptions	\$2,000.00	\$0.00	●	\$2,000.00
4110 - Office Supplies	\$7,000.00	\$1,985.98	●	\$5,014.02
4115 - Miscellaneous Operating Supplies	\$2,000.00	\$0.00	●	\$2,000.00
4121 - Computer Equipment < \$1000	\$2,000.00	\$0.00	●	\$2,000.00
4123 - Equipment < \$1000	\$2,000.00	\$109.99	●	\$1,890.01
4412 - Promotional Expenses	\$5,000.00	\$109.99	●	\$4,890.01
4418 - Educational Assist. Program	\$1,000.00	\$0.00	●	\$1,000.00
4450 - Parent Activity Fund	\$9,216.00	\$0.00	●	\$9,216.00
			●	\$0.00
			●	\$0.00
<b>Total</b>	<b>\$30,216.00</b>	<b>\$2,205.96</b>	●	<b>\$28,010.04</b>

5000 - 5999				
Object Code	Budget	Actual	Difference	
			●	\$0.00
			●	\$0.00
			●	\$0.00
			●	\$0.00
			●	\$0.00
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	●	<b>\$0.00</b>

6000 - 6999				
Object Code	Budget	Actual	Difference	
			●	\$0.00
			●	\$0.00
			●	\$0.00
			●	\$0.00
			●	\$0.00
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	●	<b>\$0.00</b>

## 7538 Budget Planner

7538 BUDGET (Pre-Kindergarden)	\$1,038,691.00
ACTUAL SPENT	\$217,262.25
DIFFERENCE (over/under budget)	\$821,428.75
Revenues In	\$387,581.80
Total Inc/Def	\$115,629.10

1000 - 1999			
Object Code	Budget	Actual	Difference
1120 - Regular Salaries & Wages	\$696,350.00	\$154,680.97	\$541,669.03
			\$0.00
			\$0.00
			\$0.00
<b>Total</b>	<b>\$696,350.00</b>	<b>\$154,680.97</b>	<b>\$541,669.03</b>

2000 - 2999			
Object Code	Budget	Actual	Difference
2110 - FICA Taxes	\$53,673.00	\$11,251.10	\$42,421.90
2120 - Retirement Contribution	\$52,295.00	\$11,775.66	\$40,519.34
2130 - Life and Insurance	\$172,857.00	\$38,462.52	\$134,394.48
2131 - HAS. Contribution	\$1,000.00	\$0.00	\$1,000.00
<b>Total</b>	<b>\$279,825.00</b>	<b>\$61,489.28</b>	<b>\$218,335.72</b>

3000 - 3999			
Object Code	Budget	Actual	Difference
3125 - Indirect Costs	\$42,498.00	\$0.00	\$42,498.00
			\$0.00
<b>Total</b>	<b>\$42,498.00</b>	<b>\$0.00</b>	<b>\$42,498.00</b>

4000 - 4999			
Object Code	Budget	Actual	Difference
4120 - Software < 1000	\$476.00	\$0.00	\$476.00
4110 - Office Supplies	\$6,000.00	\$0.00	\$6,000.00
4115 - Miscellaneous Operating Supplies	\$7,880.00	\$0.00	\$7,880.00
4123 - Equipment < \$1000	\$5,000.00	\$0.00	\$5,000.00
4482 - Self Insurance Property/ Casualty	\$162.00	\$1,092.00	-\$930.00
			\$0.00
<b>Total</b>	<b>\$19,518.00</b>	<b>\$1,092.00</b>	<b>\$18,426.00</b>

5000 - 5999			
Object Code	Budget	Actual	Difference
			#VALUE!
			#VALUE!
			\$0.00
			\$0.00
			\$0.00
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>#VALUE!</b>

6000 - 6999			
Object Code	Budget	Actual	Difference
			#VALUE!
			#VALUE!
			\$0.00
			\$0.00
			\$0.00
<b>Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>#VALUE!</b>

03/01/2017 PAGE: 1  
 ORANGE COUNTY  
 Department 062  
 FY 2017 Monthly Expense Report  
 For the selected Department and Unit, by Object and Appropriation

Through 03/01/2017

FUND: 8299 DEPT: 062 UNIT: 7538

	OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	PRE-ENCUMB AMOUNT	ENCUMB AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1	1120	7EA	REGULAR SALARIES and WAGES	\$ 696,350.00	\$ -	\$ -	\$ 79,360.49	\$ 38,664.63	\$ 36,655.85	\$ -	\$ -	\$ 154,680.97	\$ 541,669.03	22.21
	2110	7EA	FICA TAXES	\$ 53,673.00	\$ -	\$ -	\$ 5,782.96	\$ 2,812.91	\$ 2,655.23	\$ -	\$ -	\$ 11,251.10	\$ 42,421.90	20.96
	2120	7EA	RETIREMENT CONTRIBUTION	\$ 52,295.00	\$ -	\$ -	\$ 6,038.87	\$ 2,944.16	\$ 2,792.63	\$ -	\$ -	\$ 11,775.66	\$ 40,519.34	22.52
	2130	7EA	LIFE and HEALTH INSURANCE	\$ 172,857.00	\$ -	\$ -	\$ 19,330.20	\$ 9,701.13	\$ 9,431.19	\$ -	\$ -	\$ 38,462.52	\$ 134,394.48	22.25
OBJECT CATEGORY 1				\$ 975,175.00	\$ -	\$ -	\$110,512.52	\$54,122.83	\$51,534.90	\$ -	\$ -	\$216,170.25	\$759,004.75	22.17
2	3125	7EB	INDIRECT COSTS	\$ 42,498.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 42,498.00	.00
	3185	7EC	CONTRACT SVC-TRAINING	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500.00	.00
	4020	7EC	BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS	\$ 476.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 476.00	.00
	4110	7EC	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	\$ 6,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000.00	.00
	4115	7EC	MISCELLANEOUS OPERATING SUPPLIES	\$ 7,880.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,880.00	.00
	4123	7EC	EQUIPMENT LESS THAN \$1000	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00	.00
	4482	7EA	SELF INS-PROP CASUALTY	\$ 162.00	\$ -	\$ -	\$ -	\$ 1,092.00	\$ -	\$ -	\$ -	\$ 1,092.00	\$ (930.00)	674.07
OBJECT CATEGORY 2				\$ 63,516.00	\$ -	\$ -	\$ -	\$ 1,092.00	\$ -	\$ -	\$ -	\$ 1,092.00	\$ 62,424.00	1.72
*TOTAL UNIT_CD 7538				\$1,038,691.00	\$ -	\$ -	\$110,512.52	\$55,214.83	\$51,534.90	\$ -	\$ -	\$217,262.25	\$821,428.75	20.92
TOTAL				\$1,038,691.00	\$ -	\$ -	\$110,512.52	\$55,214.83	\$51,534.90	\$ -	\$ -	\$217,262.25	\$821,428.75	20.92

CH Full Name	Comp Supp Name	Item Total	Placeholde	GL: FUND	GL: DEPT	GL: UNIT_	GL: OBJ	GL: HOME	Card Last 4
DEONARINE, VIDYA D	REGION IV HEADSTART	\$240.00	1/10/2017	7007	062	7525	4030	HEAD0001	1920
DEONARINE, VIDYA D	KAPLAN EARLY LEARNING COM	\$229.95	1/16/2017	7007	062	7522	4123	HEAD0001	1920
FLORES, DAISY	SQ HORIZONS MEDICA	\$116.00	1/13/2017	7007	062	7526	4115	HEAD0001	7545
FLORES, DAISY	ULINE SHIP SUPPLIES	\$422.40	1/10/2017	7407	062	7524	4130	HEAD0001	7545
FLORES, DAISY	THE WEBSTAURANT STORE	\$385.98	1/16/2017	7407	062	7524	4130	HEAD0001	7545
FLORES, DAISY	RESTAURANT EQUIPMENT W	\$61.40	1/24/2017	7407	062	7524	4130	HEAD0001	7545
FLORES, DAISY	SQ HORIZONS MEDICA	\$1,319.80	1/13/2017	7007	062	7522	4135	HEAD0001	7545
FLORES, DAISY	QUANTUM DISTRIBUTORS	\$1,496.27	1/16/2017	7407	062	7524	4135	HEAD0001	7545
FORE, ANGELA M	SHERATON ATLANTA HOTEL	\$173.20	1/3/2017	7007	062	7525	3420	HEAD0001	4044
FORE, ANGELA M	SHERATON ATLANTA HOTEL	\$173.20	1/3/2017	7007	062	7525	3420	HEAD0001	4044
FORE, ANGELA M	SHERATON ATLANTA HOTEL	\$173.20	1/3/2017	7007	062	7525	3420	HEAD0001	4044
FORE, ANGELA M	SHERATON ATLANTA HOTEL	\$173.20	1/3/2017	7007	062	7525	3420	HEAD0001	4044
FORE, ANGELA M	SOUTHWES 5262476513708	\$983.60	1/9/2017	7007	062	7525	3420	HEAD0001	4044
FORE, ANGELA M	SHERATON ATLANTA HOTEL	(\$173.20)	1/12/2017	7007	062	7525	3420	HEAD0001	4044
FORE, ANGELA M	HILTON SAN ANTONIO	\$277.86	1/23/2017	7007	062	7525	3420	HEAD0001	4044
FORE, ANGELA M	PAYPAL PALS	\$411.96	1/10/2017	7007	062	7525	4030	HEAD0001	4044
FORE, ANGELA M	REGION IV HEADSTART	\$240.00	1/10/2017	7007	062	7525	4030	HEAD0001	4044
FORE, ANGELA M	SDE INC	\$405.00	1/19/2017	7007	062	7525	4030	HEAD0001	4044
FORE, ANGELA M	SDE INC	\$405.00	1/19/2017	7007	062	7525	4030	HEAD0001	4044
FORE, ANGELA M	SDE INC	\$405.00	1/19/2017	7007	062	7525	4030	HEAD0001	4044
JOHNSON, JUNE	OCBCC FIRE RESCUE SERV	\$63.52	1/9/2017	7007	062	7522	3167	HEAD0001	5680
JOHNSON, JUNE	OCBCC FIRE RESCUE SERV	\$255.52	1/11/2017	7007	062	7522	3167	HEAD0001	5680
JOHNSON, JUNE	OCBCC FIRE RESCUE SERV	\$247.24	1/12/2017	7007	062	7522	3167	HEAD0001	5680
JOHNSON, JUNE	OCBCC FIRE RESCUE SERV	\$487.04	1/31/2017	7007	062	7522	3167	HEAD0001	5680
JOHNSON, JUNE	READYREFRESH BY NESTLE	\$11.98	1/9/2017	7007	062	7522	3610	HEAD0001	5680
JOHNSON, JUNE	READYREFRESH BY NESTLE	\$17.97	1/9/2017	7007	062	7522	3610	HEAD0001	5680
JOHNSON, JUNE	READYREFRESH BY NESTLE	\$17.97	1/9/2017	7007	062	7522	3610	HEAD0001	5680
JOHNSON, JUNE	READYREFRESH BY NESTLE	\$41.93	1/9/2017	7007	062	7522	3610	HEAD0001	5680
JOHNSON, JUNE	READYREFRESH BY NESTLE	\$17.97	1/9/2017	7007	062	7522	3610	HEAD0001	5680
JOHNSON, JUNE	READYREFRESH BY NESTLE	\$25.04	1/9/2017	7007	062	7522	3710	HEAD0001	5680
JOHNSON, JUNE	READYREFRESH BY NESTLE	\$21.15	1/9/2017	7007	062	7522	3710	HEAD0001	5680
JOHNSON, JUNE	READYREFRESH BY NESTLE	\$50.08	1/9/2017	7007	062	7522	3710	HEAD0001	5680
JOHNSON, JUNE	READYREFRESH BY NESTLE	\$31.30	1/9/2017	7007	062	7522	3710	HEAD0001	5680
JOHNSON, JUNE	ULINE SHIP SUPPLIES	\$349.05	1/2/2017	7007	062	7522	3810	HEAD0001	5680
JOHNSON, JUNE	COUNCIL FOR PROFESSIONAL	\$425.00	1/30/2017	7007	062	7525	4040	HEAD0001	5680
JOHNSON, JUNE	OFFICE DEPOT	\$615.46	1/2/2017	7007	062	7522	4110	HEAD0001	5680

JOHNSON, JUNE	OFFICE DEPOT	\$7.28	1/9/2017 7007	062	7522	4110	HEAD00015680
JOHNSON, JUNE	OFFICE DEPOT	\$103.96	1/9/2017 7007	062	7522	4110	HEAD00015680
JOHNSON, JUNE	OFFICE DEPOT	\$33.67	1/19/2017 7007	062	7522	4110	HEAD00015680
JOHNSON, JUNE	OFFICE DEPOT	\$657.11	1/19/2017 7007	062	7522	4110	HEAD00015680
JOHNSON, JUNE	OFFICE DEPOT	\$13.98	1/19/2017 7007	062	7522	4110	HEAD00015680
JOHNSON, JUNE	OFFICE DEPOT	\$20.97	1/19/2017 7007	062	7522	4110	HEAD00015680
JOHNSON, JUNE	OFFICE DEPOT	\$97.32	1/19/2017 7007	062	7522	4110	HEAD00015680
JOHNSON, JUNE	OFFICE DEPOT	\$317.98	1/20/2017 7007	062	7522	4110	HEAD00015680
JOHNSON, JUNE	OFFICE DEPOT	\$6.99	1/23/2017 7007	062	7522	4110	HEAD00015680
JOHNSON, JUNE	OFFICE DEPOT	\$261.31	1/23/2017 7007	062	7522	4110	HEAD00015680
JOHNSON, JUNE	OFFICE DEPOT	\$5.59	1/23/2017 7007	062	7522	4110	HEAD00015680
JOHNSON, JUNE	OFFICE DEPOT	\$128.27	1/23/2017 7007	062	7522	4110	HEAD00015680
JOHNSON, JUNE	OFFICE DEPOT	\$183.93	1/23/2017 8299	062	7538	4110	HEAD00015680
JOHNSON, JUNE	OFFICE DEPOT	\$4.49	1/23/2017 7007	062	7522	4110	HEAD00015680
JOHNSON, JUNE	OFFICE DEPOT	\$212.55	1/23/2017 7007	062	7522	4110	HEAD00015680
JOHNSON, JUNE	OFFICE DEPOT	\$10.99	1/23/2017 7007	062	7522	4110	HEAD00015680
JOHNSON, JUNE	OFFICE DEPOT	\$283.16	1/23/2017 7007	062	7522	4110	HEAD00015680
JOHNSON, JUNE	OFFICE DEPOT	\$36.99	1/23/2017 8299	062	7538	4110	HEAD00015680
JOHNSON, JUNE	OFFICE DEPOT	\$159.56	1/23/2017 7007	062	7522	4110	HEAD00015680
JOHNSON, JUNE	OFFICE DEPOT	\$23.99	1/25/2017 7007	062	7522	4110	HEAD00015680
JOHNSON, JUNE	OFFICE DEPOT	\$7.98	1/30/2017 7007	062	7521	4110	HEAD00015680
JOHNSON, JUNE	OFFICE DEPOT	\$91.98	1/30/2017 7007	062	7522	4110	HEAD00015680
JOHNSON, JUNE	READYREFRESH BY NESTLE	\$4.39	1/9/2017 7007	062	7522	4115	HEAD00015680
JOHNSON, JUNE	READYREFRESH BY NESTLE	\$8.98	1/9/2017 7007	062	7522	4115	HEAD00015680
JOHNSON, JUNE	READYREFRESH BY NESTLE	\$8.78	1/9/2017 7007	062	7522	4115	HEAD00015680
JOHNSON, JUNE	READYREFRESH BY NESTLE	\$10.87	1/9/2017 7007	062	7522	4115	HEAD00015680
JOHNSON, JUNE	PUBLIX #436	\$205.13	1/13/2017 7007	062	7521	4116	HEAD00015680
JOHNSON, JUNE	CDW GOVERNMENT	\$532.68	1/16/2017 7007	062	7521	4123	HEAD00015680
JOHNSON, JUNE	OFFICE DEPOT	\$299.99	1/19/2017 7007	062	7522	4123	HEAD00015680
JOHNSON, JUNE	OFFICE DEPOT	\$24.99	1/23/2017 7007	062	7522	4123	HEAD00015680
JOHNSON, JUNE	OFFICE DEPOT	\$99.99	1/23/2017 7007	062	7522	4123	HEAD00015680
JOHNSON, JUNE	OFFICE DEPOT	\$9.49	1/23/2017 7007	062	7522	4123	HEAD00015680
JOHNSON, JUNE	OFFICE DEPOT	\$87.99	1/23/2017 7007	062	7522	4123	HEAD00015680
JOHNSON, JUNE	OFFICE DEPOT	\$299.99	1/23/2017 7007	062	7522	4123	HEAD00015680
JOHNSON, JUNE	OFFICE DEPOT	\$99.99	1/30/2017 7007	062	7522	4123	HEAD00015680
MOORE, SANDRA	OFFICE DEPOT	\$260.33	1/9/2017 7007	062	7521	4110	HEAD00011037
MOORE, SANDRA	OFFICE DEPOT	\$282.80	1/9/2017 7007	062	7528	4110	HEAD00011037

MOORE, SANDRA	OFFICE DEPOT	\$155.45	1/9/2017 7007	062	7528	4110	HEAD00011037
MOORE, SANDRA	OFFICE DEPOT	\$95.56	1/9/2017 7007	062	7521	4110	HEAD00011037
MOORE, SANDRA	OFFICE DEPOT	\$519.80	1/11/2017 7007	062	7528	4110	HEAD00011037
MOORE, SANDRA	OFFICE DEPOT	\$244.42	1/16/2017 7007	062	7525	4110	HEAD00011037
MOORE, SANDRA	OFFICE DEPOT	\$197.98	1/16/2017 7007	062	7521	4110	HEAD00011037
MOORE, SANDRA	OFFICE DEPOT	\$67.40	1/16/2017 7007	062	7525	4110	HEAD00011037
MOORE, SANDRA	OFFICE DEPOT	\$181.42	1/18/2017 7007	062	7528	4110	HEAD00011037
MOORE, SANDRA	OFFICE DEPOT	\$252.00	1/20/2017 7007	062	7525	4110	HEAD00011037
MOORE, SANDRA	OFFICE DEPOT	\$101.96	1/20/2017 7007	062	7521	4110	HEAD00011037
MOORE, SANDRA	OFFICE DEPOT	\$11.49	1/20/2017 7007	062	7521	4110	HEAD00011037
MOORE, SANDRA	WAL-MART #3162	\$81.90	1/11/2017 7007	062	7522	4116	HEAD00011037
MOORE, SANDRA	WAL-MART #3162	\$95.03	1/16/2017 7007	062	7525	4116	HEAD00011037
MOORE, SANDRA	WM SUPERCENTER	\$43.94	1/20/2017 7007	062	7525	4116	HEAD00011037
MOORE, SANDRA	WAL-MART #3162	\$44.54	1/24/2017 7007	062	7525	4116	HEAD00011037
MOORE, SANDRA	WM SUPERCENTER	\$43.92	1/26/2017 7007	062	7522	4116	HEAD00011037
MOORE, SANDRA	OFFICE DEPOT	\$299.98	1/23/2017 7007	062	7522	4123	HEAD00011037
MOORE, SANDRA	CDW GOVERNMENT	(\$60.00)	1/24/2017 7007	062	7521	4123	HEAD00011037
ORLEMAN, EILEEN	TEACHSTONE	\$200.00	1/13/2017 7007	062	7525	4040	HEAD00017589
ORLEMAN, EILEEN	TEACHSTONE	\$100.00	1/27/2017 7007	062	7525	4040	HEAD00017589
ORLEMAN, EILEEN	PUBLIX #436	\$28.95	1/5/2017 7007	062	7522	4115	HEAD00017589
SHEIKH, SHAMIN	WM SUPERCENTER	\$4.97	1/20/2017 7407	062	7524	4115	HEAD00017279
SHEIKH, SHAMIN	WM SUPERCENTER	\$9.84	1/20/2017 7407	062	7524	4115	HEAD00017279
SHEIKH, SHAMIN	WAL-MART #0890	\$7.57	1/26/2017 7407	062	7524	4130	HEAD00017279
SHEIKH, SHAMIN	BRAVO OAK RIDGE	\$193.12	1/11/2017 7407	062	7524	4135	HEAD00017279
SHEIKH, SHAMIN	WAL-MART #0942	\$66.56	1/12/2017 7007	062	7522	4135	HEAD00017279
SHEIKH, SHAMIN	PUBLIX #1387	(\$5.92)	1/13/2017 7007	062	7522	4135	HEAD00017279
SHEIKH, SHAMIN	PUBLIX #1387	\$47.90	1/13/2017 7007	062	7522	4135	HEAD00017279
SHEIKH, SHAMIN	PUBLIX #1122	\$37.50	1/16/2017 7007	062	7522	4135	HEAD00017279
SHEIKH, SHAMIN	APNA BAZAAR	\$47.94	1/17/2017 7407	062	7524	4135	HEAD00017279
SHEIKH, SHAMIN	WM SUPERCENTER	\$98.90	1/18/2017 7007	062	7522	4135	HEAD00017279
SHEIKH, SHAMIN	WM SUPERCENTER	\$91.11	1/18/2017 7007	062	7522	4135	HEAD00017279
SHEIKH, SHAMIN	WAL-MART #0890	\$76.07	1/20/2017 7007	062	7522	4135	HEAD00017279
SHEIKH, SHAMIN	WAL-MART #0890	\$8.90	1/20/2017 7007	062	7522	4135	HEAD00017279
SHEIKH, SHAMIN	GFS STORE #1971	\$248.18	1/27/2017 7407	062	7524	4135	HEAD00017279
SHEIKH, SHAMIN	APNA BAZAAR	\$15.98	1/30/2017 7407	062	7524	4135	HEAD00017279
SHEIKH, SHAMIN	GFS STORE #1927	\$185.35	1/30/2017 7407	062	7524	4135	HEAD00017279
SHEIKH, SHAMIN	PUBLIX #1387	\$4.29	1/31/2017 7407	062	7524	4135	HEAD00017279

SMITH, KERRY-ANN	PUBLIX #692	\$55.40	1/5/2017 7407	062	7524	4135	HEAD00012418
SMITH, KERRY-ANN	PUBLIX #436	\$207.26	1/5/2017 7407	062	7524	4135	HEAD00012418
SMITH, KERRY-ANN	PUBLIX #436	\$23.06	1/6/2017 7407	062	7524	4135	HEAD00012418
SMITH, KERRY-ANN	PUBLIX #436	\$32.04	1/11/2017 7407	062	7524	4135	HEAD00012418
SMITH, KERRY-ANN	PUBLIX #761	\$44.76	1/12/2017 7407	062	7524	4135	HEAD00012418
SMITH, KERRY-ANN	WAL-MART #3162	\$116.26	1/12/2017 7407	062	7524	4135	HEAD00012418
SMITH, KERRY-ANN	PUBLIX #761	\$43.54	1/12/2017 7407	062	7524	4135	HEAD00012418
SMITH, KERRY-ANN	WALGREENS #6505	\$25.98	1/12/2017 7407	062	7524	4135	HEAD00012418
SMITH, KERRY-ANN	PUBLIX #761	\$101.19	1/18/2017 7007	062	7522	4135	HEAD00012418
SMITH, KERRY-ANN	PUBLIX #331	\$209.46	1/18/2017 7007	062	7522	4135	HEAD00012418
SMITH, KERRY-ANN	WAL-MART #4588	\$61.22	1/19/2017 7007	062	7522	4135	HEAD00012418
SMITH, KERRY-ANN	PUBLIX #1174	\$152.31	1/20/2017 7007	062	7522	4135	HEAD00012418
SMITH, KERRY-ANN	PUBLIX #761	\$56.82	1/20/2017 7007	062	7522	4135	HEAD00012418
SMITH, KERRY-ANN	WM SUPERCENTER	\$46.38	1/20/2017 7007	062	7522	4135	HEAD00012418
SMITH, KERRY-ANN	WM SUPERCENTER	\$36.24	1/20/2017 7007	062	7522	4135	HEAD00012418
SMITH, KERRY-ANN	PUBLIX #692	\$26.94	1/20/2017 7007	062	7522	4135	HEAD00012418
SMITH, KERRY-ANN	PUBLIX #436	\$157.66	1/31/2017 7407	062	7524	4135	HEAD00012418

**Orange County Head Start  
Policy Council  
Meeting: March 16, 2017**

**Director's Program Information Update**

**Local Head Start Information**

Due to the addition of the Animal Service Spay & Neuter clinic, East Orange Head Start will complete a relocation project. The modular with four classrooms will be moved closer to building D. The renovation is scheduled for May through August 2017. During the summer months the number of children served will be decreased to accommodate the construction.

Orange County Head Start met with Orange County Facilities regarding increasing the parking at Southwood Head Start. Currently there are a total of 12 spaces at the center with 17 full time employees, with a center enrollment of 120 children. Increasing the parking will eliminate the problems the parents encounter with parking, and allow more parking for events held at the center.

Orange County Head Start met with a representative from Securance Consultant firm regarding the HIPAA audit conducted on Orange County Head Start practices and procedures. The audit was completed six months ago, and a Corrective Action Plan was completed to address the discoveries. Orange County Head Start made all the corrections and continues to operate according to the indicators noted in the Corrective Action Plan.

Orange County Head Start is diligently working to revise and update all policies and procedures according to the current Head Start Program Performance Standards. Many of the approved procedures and policies will be removed as the items are no longer part of the federal regulations.

**Region IV Head Start Updates:**

Region IV recommended the Orange County Head Start Program for inclusion into the Consumer Financial Protection Bureau's (CFPB) Pathways Project between February 2017-September 2017. An initial meeting was held with representatives from CFPB and Orange County Head Start to discuss the program, and the requirements for participation. This project will aid toward the assistance of the program strategic goals of financial literacy. The current community needs assessment, identified the need of financial literacy. If selected for participation, key staff will be trained in Your Money, Your Goals toolkit and to include some topics, tools and activities in their work with parents.

**National Head Start Updates:**

Head Start programs were notified by the Office of Head Start (OHS) that multiple copies of the Head Start Program Performance Standards (HSPPS) and the Head Start Early Learning Outcomes Framework (ELOF) will be delivered to every Head Start grantee and center. As Head Start programs implement the revised HSPPS and update policies and practices, it is important to be able to quickly and easily reference the Standards. Copies of the Preamble were included in shipments sent to each agency's central and delegate offices. The Preamble will help programs understand the intention of the individual standards.

Orange County Head Start applied for the NHSA Garden Grant project funded by the NHSA's Healthy Living Ambassador, Chef Hugh Acheson. Chef Hugh Acheson, from Bravo TV's Top Chef Program delivered the Keynote Address at Region IV's 2017 Annual Conference in Atlanta, GA. During his remarks, he pledged his best effort to ensure that will give as many Garden Grant applicants as possible.

**Division Manager Special Activities**

- Manager planning and implementing activities for the Florida Head Start Association Conference.
- Meet & Greet held with County Commissioners District 1 & 5



**Interoffice Memorandum**

**AGENDA ITEM**

February 14, 2017

**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:** Orange County Head Start 2017 Self-Assessment Plan  
BCC Meeting March 7, 2017 Consent Agenda/All Districts

The Head Start Division requests Board approval of the Orange County Head Start 2017 Self-Assessment Plan. An annual self-assessment is required to evaluate progress toward meeting goals, compliance with program performance standards throughout the program year, and the effectiveness of the professional development and family engagement systems in promoting school readiness, as mandated by the Improving Head Start for School Readiness Act of 2007 and Head Start Program Performance Standard 1302.102(b)(2)(i-ii).

The Orange County Head Start 2017 Self-Assessment Plan demonstrates how Orange County Head Start will implement the annual self-assessment process. Orange County Head Start must communicate and collaborate with the governing body and policy council when conducting the annual self-assessment. The Head Start Policy Council approved the Orange County Head Start 2017 Self-Assessment Plan at its Policy Council Executive Board Meeting on February 10, 2017.

**ACTION REQUESTED:** **Approval of Orange Count Head Start 2017 Self-Assessment Plan.**

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  
Jamillem Clemens, Grants Supervisor, Finance Division  
Patria Morales, Grants Coordinator, Office of Management & Budget

## *Monthly Report to Head Start Policy Council*

**Nutrition: FEBRUARY 2017**

<b>Number of meals reimbursed by USDA</b>	<b>BREAKFAST</b>	24,747
<b>Number of meals reimbursed by USDA</b>	<b>LUNCH</b>	25,542
<b>Number of meals reimbursed by USDA</b>	<b>SNACK</b>	20,840
<b>Number of meals reimbursed by USDA</b>	<b>TOTALS</b>	71,129
Number of meals disallowed for reimbursement		67
Number of children evaluated for nutritional concerns		41
Number of children receiving nutritional education and further care		20
Number of monitoring visits to ensure compliance with USDA Regulations		12
Number of monitoring visits requiring a corrective action plan		2
Number of nutritional activities conducted: " TRAIL MIX BAR"		84
SPECIAL LUNCH- BLACK HISTORY MONTH CELEBRATION		

## DISABILITIES/MENTAL HEALTH REPORT

FEBRUARY 2017

A total of two hundred fourteen (214) 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 eighty-nine (89) children have been enrolled in Head Start with a diagnosed disability by contracted providers since school started last August 2016.

A total of seventy-five (75) children were evaluated by OCPS/Preschool Diagnostic Intervention Services for disability eligibility since school started last August 2016.

One hundred ninety-eight (198) children were referred to OCHS contracted provider, Kinder Konsulting & Parents Too, Inc. since school started last August 2016.

One hundred twenty-five (125) children were receiving mental health services for behavior issues since school started last August 2016. In addition, there were one hundred fourteen (114) behavior plans developed for enrolled children.

One thousand seven hundred and thirty-nine (1,739) hearing screenings were completed since school started last August 2016.

One thousand three hundred and fifteen (1,315) new children completed the screenings for Speech/Language, Socio-emotional, and Developmental.

Three hundred seventy-nine (379) visits to centers were completed since August 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: February 2017***

- One thousand five hundred thirty six (1,536) children were enrolled in the Head Start Program for the month of February 2017.
- One hundred ninety two (192) children are on the Waiting List 2016-2017.
- Ten (10) Attendance home visits
- Four (4) families received Crisis/Emergency Assistance.
- Fifteen (15) parents received Educational Services.
- Four hundred twenty (420) Health Services Follow ups were done by Community Service Worker.
- Eighty Seven (87) families were referred for family services.
- Eight hundred Twenty Seven (827) were provided families services
- Twenty two (22) Parent Meetings were held this month. Three hundred ninety five (395) parents attended parents meetings. Sixty eight (68) males attended.
- Eleven (11) Fatherhood Activities was held this month. One hundred seventeen (117) fathers attended fatherhood initiatives.
- Twenty three (23) Parents Trainings were held this month. Three hundred sixty two (362) parents attended Parents Trainings.

#### **Trainings:**

- Getting Ahead
- Oral Health
- Earn Income Tax
- Nutrition
- Financial Literacy
- Cooking Matters
- Mental Health/Disabilities
- Budgeting and Credit Building
- Immigration/Parents Rights
- Housing
- Family Well-Being (Health/Dental)



# ORANGE COUNTY HEAD START 2016-2017

PARENT, FAMILY AND COMMUNITY ENGAGEMENT

ERSEA REPORT

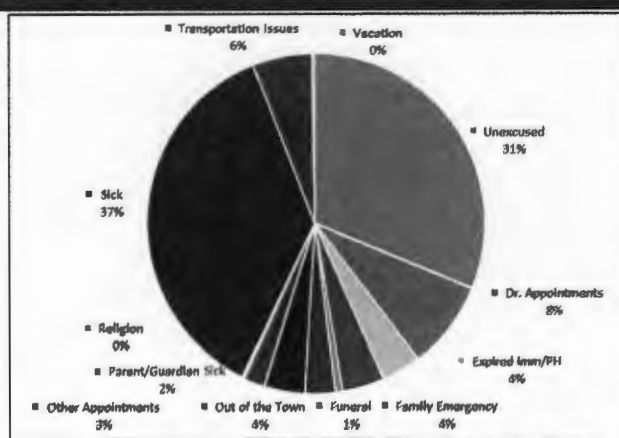
MONTH: February

YEAR: 2017

Sites	Funded Enrollment	Monthly Enrollment	10% IEP	Drops YTD	Waiting List	New Applications	Monthly Attendance
Aloma	34	34	4	3	18	0	89%
Bithlo	30	30	3	3	4	0	92%
Callahan	45	45	2	4	5	0	90%
Denton Johnson	35	35	6	6	12	1	86%
Dover Shores	34	34	4	4	3	0	90%
East Orange	160	160	25	22	3	0	90%
Engelwood	60	60	12	8	8	0	89%
Evans	13	13	0	2	4	0	94%
Grand Avenue	34	34	8	4	5	0	89%
Hal P Marston	120	120	7	25	7	3	91%
John Bridges	120	120	14	14	15	0	90%
Lila Mitchell	83	83	11	12	9	0	93%
Maxey	60	60	9	15	0	1	88%
Orlando Tech	14	14	1	2	2	0	95%
Pine Hills	189	189	16	20	23	1	93%
SO YMCA	60	60	9	5	7	2	88%
Southwood	120	120	22	11	22	0	90%
Taft	120	120	17	15	6	0	87%
Tangelo	15	15	1	3	2	0	86%
Ventura	17	17	3	4	10	0	90%
WS ELC	68	68	13	8	13	2	90%
WS Hope	105	105	9	5	18	0	92%
<b>OCHS Total</b>	<b>1536</b>	<b>1536</b>	<b>13%</b>	<b>195</b>	<b>196</b>	<b>10</b>	<b>90%</b>

## Attendance Reasons

Unexcused	830
Dr. Appointments	220
Expired Immunizations/PH	101
Family Emergency	10
Funeral	18
Other Appointments	77
Out of the Town	104
Parent/Guardian Sick	53
Religion	5
Sick	980
Transportation Issues	151
Vacation	6
<b>Total</b>	<b>2651</b>



## Recruitment Efforts

Site	#Recruitment Efforts	Summary
Aloma		
Bithlo	1	Fire
Callahan	3	Orlando Rescue Mission, Vacation Lodge Orlando, City of Orlando
Denton Johnson	1	Eatonville Martin Luther King Parade
Dover Shores		
East Orange		
Engelwood		
Evans		
Grand Avenue		
Hal P Marston	4	LIHEAP, Goodwill, Center for Change, Careplus
John Bridges		
Lila Mitchell	3	The Elements Apartments, Harbor Town Apartments, MonteVista Apartments
Maxey		
Orlando Tech		
Pine Hills	6	Kwik Stop, Dr. Richard Sag, Central Florida Medical Center, Family Practice and Pediatrics, All Wigs, Hues Taylor
South Orlando YMCA		
Southwood		
Taft		
Tangelo		
Ventura		
Washington Shores ELC		
Washington Shores Hope	7	International Food Club, Crossroads Apartments, Days Inn, Diva Clothing, Orlando Housing Authority, Community Food Outreach, Goodwill, Hope Village

## Orange County Head Start Funded Enrollment 2017-2018

Site	Funded Enrollment 2017-18	# Classrooms 2017-18	1	2	3	4	5	6	7	8	9	10	Total
Aloma	34	2	17	17									34
Bithlo*	30	2	15	15									30
Callahan	49	3	17	16	16								49
Denton Johnson	35	2	20	15									35
Dover Shores	68	4	17	17	17	17							68
East Orange*	140	7	20	20	20	20	20	20	20				140
Engelwood	54	3	18	18	18								54
Evans	13	1	13										13
Frontline**	71	4	18	18	18	17							71
Grand Avenue	CLOSED												
Hal P Marston	120	7	17	17	17	17	17	18	17				120
John Bridges*	120	7	18	17	17	17	17	17	17				120
Lila Mitchell*	70	4	17	18	17	18							70
Maxey*	40	2	20	20									40
McCoy	35	2	18	17									35
Orlando Tech	CLOSED												
Parramore Pre K	N/A												
Pine Hills	185	10	20	20	20	20	20	17	17	17	17	17	185
South Orlando	60	3	20	20	20								60
Southwood	120	6	20	20	20	20	20	20					120
Taft	120	6	20	20	20	20	20	20					120
Tangelo	CLOSED												
Three Points	35	2	18	17									35
Ventura	17	1	17										17
W. Shores Elementary	35	2	18	17									35
W. Shores ELC*	85	5	17	17	17	17	17						85
W. Shores HOPE	CLOSED												
TOTAL	1536	85											1536

VPK CLASSROOMS are underline (Pending)

Changes funded enrollment are in RED

PIR 4YRS OLD CLASSROOMS

\*\* Pending License Approval

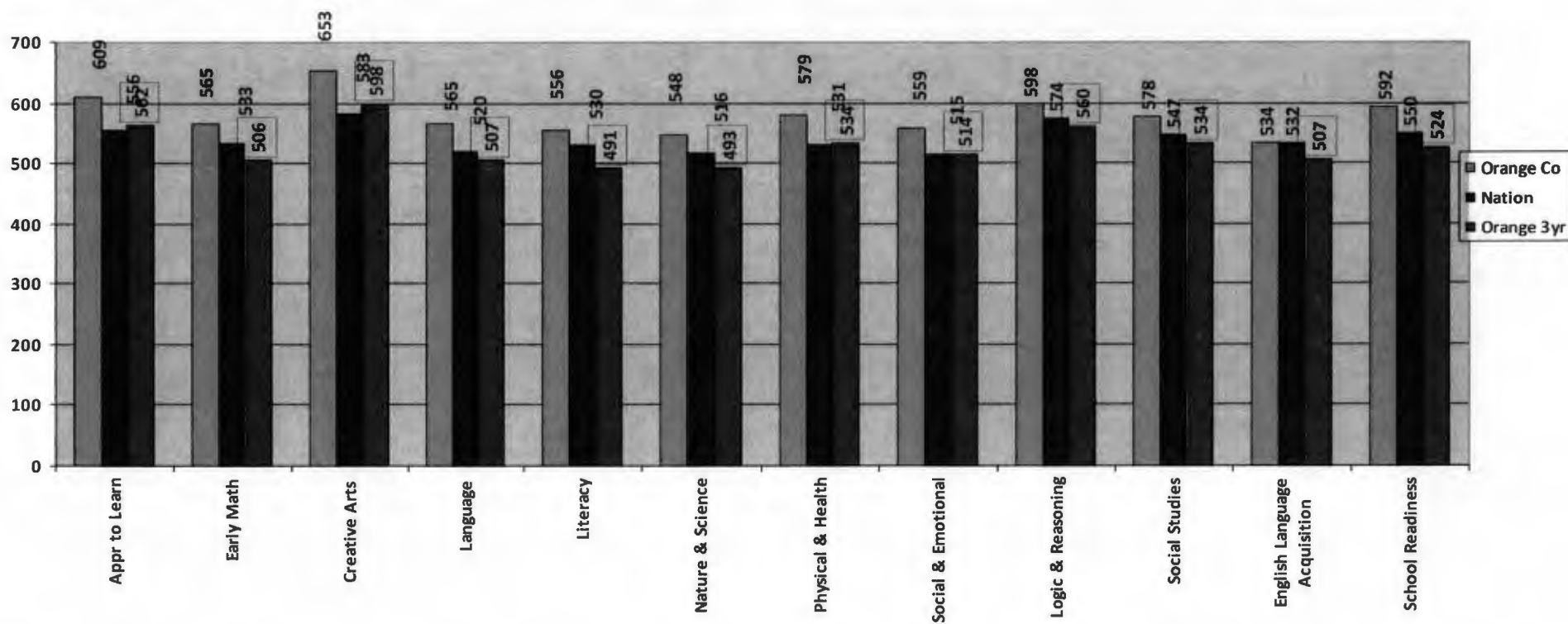
\* Possible Increase on Funded Enrollment



Orange County  
Head Start  
Education Service Area  
Child Outcomes

August 15, 2016-March 3, 2017

Orange County's 4 year olds, Nation's 4year olds and Orange County's 3 year olds



# Career Showcase



**Need help choosing a  
career?**

- ⇒ Discover Career & Technical programs that meet your interests
- ⇒ Learn about financial assistance opportunities
- ⇒ Experience industry simulators
- ⇒ Meet Career Experts

**Tuesday, March 21, 2017  
4:00 pm to 6:00 pm  
Apopka Community Center  
519 S. Central Ave.**



# Career Pathway Training



Hotel and Resort Business  
Management Lodging Operations



Patient Care Technician



Emergency Medical Technician



Automotive Service Advisor and Consultant



Health Unit Coordinator and Monitor Technician



Certified Nursing Assistant

Earn Your GED  
***and*** Study for  
Your New Career  
***At the Same Time***

For more information, please contact  
Erica Ashe-Lane by email at  
**[Ericka.Ashe-Lane@ocps.net](mailto:Ericka.Ashe-Lane@ocps.net)**, or by phone at  
**407.251.6000 ext. 7026177**; or Mildred Kuilan  
by email at **[mkuilan@careersourcecf.com](mailto:mkuilan@careersourcecf.com)**, or  
by phone at **1.800.757.4598 x3380**.



**OCPS ORANGE**  
TECHNICAL COLLEGE



**CareerSource**  
CENTRAL FLORIDA

**Tailored From Every Angle.**

**1.800.757.4598 | [careersourcecentralflorida.com](http://careersourcecentralflorida.com)**

Flyer Expiration Date: 03.31.17

CareerSource Central Florida is an equal opportunity employer/program. Call 407.531.1222 for more information. Auxiliary aids and services are available upon request to individuals with disabilities. All voice telephone numbers on this document may be reached by persons using TTY/TDD equipment via the Florida Relay Service at 711. Disponible en Español.

# HIRING EVENT



CareerSource  
CENTRAL FLORIDA

## West Orange Office

609 N. Powers Drive Ste. 340 Orlando, FL 32818



Thursday, March 23rd, 2017  
9am - 12pm

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***On-the-Spot Interviews for:***

***General Laborer***

***Salary: \$8.10 per hour***

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**EFM JO# 10391019**

**Requirements:** No minimum education required or experience necessary.  
Must be able to lift up to 25 pounds and be able to perform physical labor such as lifting, digging, and carrying materials and debris.

# HIRING EVENT



CareerSource  
CENTRAL FLORIDA

## Seminole Career Services Center

1209 W. Airport Blvd., Sanford, FL 32773



**Tuesday, March 14, 2017**

**9:00AM – 12:00PM**

***Hiring For:***

**10394257-Customer Service**

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**\$11.00-\$12.10/hr.**

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**Job Requirements:** High school diploma or equivalent and one year of experience *Employer conducts Background Check and Drug Testing/Screening.*

**Job Responsibilities:** Support a variety of programs around roadside assistance and general vehicle operation. Receive calls from members and vehicle operators and work with them to determine the best course of action. Includes gathering, documenting and passing on necessary information to provide appropriate *and timely service.*



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



1768 East Michigan Street  
Orlando, FL 32806  
February 16, 2017

Call to Order by: Jeneka Lloyd, Chairperson, 6:44pm

Roll Call by: Leah Ackerman, Orlando Tech, Alternate

Quorum Established: Jeneka Lloyd, Chairperson

Attended By:

Jeneka Lloyd	Past Parent	Chairperson
Annakay McCrae	Callahan	Representative
Charmaine Jobson	East Orange	Vice-Chairperson
Luz Ruiz	Engelwood	Alternate
Wilthere Philistin	Evans	Representative
Dieufaite Toussaint	Evans	Alternate
Tameika Ward	Grand Avenue	Representative
Courtney Sanders	Maxey	Representative
Leah Ackerman	Orlando Tech	Alternate
Heather Chisholm-Wright	Pine Hills	Parliamentarian
Simoane West	Pine Hills	Alternate
Abigail Soriano	Southwood	Representative
Shearly Miraball	Taft	Representative
Tonette Vance	WS / ELC	Representative
Belinda Mcgee	WS / Hope	Representative
Tina Wells	BCC	Alternate BCC
Gail Pressley	Career Source Central FL	Community Rep
Dexter Nelson	Past Parent	Community Rep
Julie Gillespie	Heart2Heart	Community Rep

Visitors:

Steve Martin	5/3 Fifth Third Bank
Orlando Fresse	5/3 Fifth Third Bank
AnnMaria Alvarado	CHS EHS

Staff:

Polly Boulter	Teacher Assistant	Hal Marston
Sandra Moore	Admin Assistant	Main Office
Avis McWhite	Sr. Program Manager	Main Office
Shauna Kirby	QA	Main Office
Felicia Williams	Teacher Assistant	WS / Hope

Helen Hill	Sr. Program Manager	Main Office
Sunitha Koorathota	Field Ops Supervisor	Main Office
Yira Rodriguez	Center Manager	Dover / Ventura
Shamin Sheikh	Nutrition Coordinator	Main Office
Milagros Font	Sr. Program Manager	Main Office
Yvette Meade	Admin Specialist	Main Office
Vivian Jones	Center Manager	Maxey / Evans
Bernice Mendez	Sr. FSW	Main Office
Toinett Stenson	Center Manager	Callahan / O Tech
Eileen Orleman	Education Coordinator	Main Office
Sonya Hill	Manager	Main Office

**Chairperson Jeneka Lloyd requested a motion to adopt the agenda**

Motion: Dexter Nelson, Community Rep

Second: Charmaine Jobson, Vice-Chairperson

Status: The motion was carried with no objections

Status: The motion was carried with no objections

**Speakers:**

Steve Martin, Financial Wellness Coordinator and Orlando Fresse, Financial Center Manager, from 5/3 Fifth Third Bank. They presented the EMPOWER U Program which educates people to bring financial wellness and literacy. These classes are one on one or in a group. It is a 13 week program with 30 – 60 minute sessions. It is a free program. It covers everything from saving, budgets, investments, life insurance and home buyer programs. They will be in communication with Sandra Ruff to work out the logistics and have more details on when it will start.

**Chairperson Jeneka Lloyd requested a motion to approve the minutes from January 19, 2017 with corrections – changed Workforce to Career Source Central Florida and December 15, 2016 corrected minutes – remove DRAFT**

Motion: Dexter Nelson, Community Rep

Second: Abigail Soriano, Community Rep

Status: The motion was carried with no objections

**HR Report:**

By Eileen Orleman – There are no pending hires, 6 terminations, 20 vacancies

**Chairperson Lloyd requested a motion to accept the HR report**

Motion: Gail Pressley, Community Rep

Second: Tonette Vance, Representative, WS/ELC

Status: The motion was carried with no objections

### **Budget Report by Sandra Ruff, Fiscal Manager**

Head Start received approval for Hal Marston to upgrade the playground to meet ADA standards. Next year's budget is complete.

Status of BCC submissions by Helen Hill

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

- Senator Randolph Bracy gifted 140 uniform shirts to Head Start. They will be given out at Hal Marston and Maxey
- Guest Readers Week – was a big success with over 500 readers. Mayor Teresa Jacobs came out to read which was reported on the news.
- OCHS met with OCPS to determine placement for the 17/18 SY for Head Start sites.
- All Head Start staff must be background screened by September 30, 2017 due to the fact that DCF changed their rules.

### **Commissioner Update by Tina Wells**

- February 17, 2017 at Clear Channel there will be a billboard reveal that will be posted mainly in Pine Hills to bring awareness to crime prevention.
- Cleanup day at Robinswood on February 18, 2017. There will be more coming up to bring pride to the neighborhoods.

### **Service Area Reports**

Chairperson Lloyd asked that each person giving the report to keep it at 2 minutes. The Parliamentarian will also have a paddle which she will hold up to notify them of the time.

Child Outcomes Report – Eileen Orleman

Nutrition / Medical & Dental / Disabilities & Mental Health – Shamin Sheikh

PFCE – Bernice Mendez

Chairperson Lloyd introduced our latest Community Rep Julie Gillespie from Heart2Heart

### **Old Business:**

- Region IV Conference Update – Jeneka Lloyd

Ms. Lloyd attended the conference in Atlanta and brought back highlights with a hand out. Areas of interest were: How to have effective Policy Council meetings, Parent Leadership= Parent Success, Parent Engagement and Goal Setting with Families

- FHSA Update – Sonya Hill

Ms. Hill will be sending 5 – 6 parents to attend the upcoming conference which will be held in Orlando. Volunteers will also be needed to assist in registration and act as facilitators. This can be counted as In-Kind hours. She is also seeking donations for 2 gift baskets that Head Start will provide

### **New Business**

- Self-Assessment Schedule by Shauna Kirby, Monitoring and Evaluation Coordinator

This is an annual review of our program to evaluate how we are doing and come up with recommendations on how to improve. We recruit parents and staff. March 10<sup>th</sup> will be a whole day training / orientation and possibly ½ day on March 13<sup>th</sup> if needed. Ms. Kirby presented to schedule detailing the different phases of the assessment. A final report will be presented to

Council for approval upon completion of the process. A program improvement plan will be developed from the report. Contact Ms. Kirby at the main office to volunteer. The schedule was approved by the Executive Board on February 10, 2017.

- School Readiness AP1 Update by Avis McWhite, Sr. Program Manager

Recommendations from last year's self-assessment were carried out and the progress reported on in Ms. McWhite's report. There are 3 assessment periods. Ms. McWhite will be reporting after each assessment period. Classroom observations were conducted in classrooms and included in this report. The results tell us where we are doing well and where we need to improve.

- Parent Training Institute – March 17, 2017 at Oak Ridge High School
- Fatherhood Breakfast – March 11, 2017 at the Taft Community Center
- Father Daughter Dance – March 2, 2017 at Marks Street Senior Center

**Public Comment: None**

**Chairperson Lloyd requested a motion to adjourn meeting**

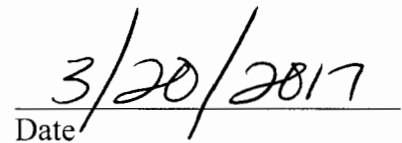
Motion: Shearly Mirabal, Taft, Representative

Second: Leah Ackerman, Orlando Tech, Alternate

Status: The motion was carried with no objections

Meeting Adjourned at 8:08pm

  
Signature

  
Date

**NEXT POLICY COUNCIL MEETING  
MARCH 16, 2017  
GOV- Great Oaks Village Dining Hall  
1768 E. MICHIGAN STREET  
ORLANDO, FL 32806  
6:30 pm**