

Interoffice Memorandum



AGENDA ITEM

July 21, 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

Lonnie C Bell
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 August 22, 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	July 2017
Head Start Policy Council Meeting Minutes (corrected)	May 18, 2017
Head Start Policy Council Meeting Minutes	June 15, 2017

ACTION REQUESTED: Receipt and filing of Head Start Policy Council Program Information and Updates July 2017; Head Start Policy Council Meeting Minutes (corrected) May 18, 2017; and Head Start Policy Council Meeting Minutes June 15, 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
Jamille 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



JULY 2017



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



POLICY COUNCIL MONTHLY MEETING

Who: Policy Council Members

Date: THURSDAY- JULY 20, 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*

SEE YOU THERE!!!!



AGENDA

Orange County Government • Head Start Policy Council Meeting
GOV Dining Hall 1768 East Michigan Street, Orlando, FL 32806

July 20, 2017 6:30 p.m.

1. *Call to Order – Chairperson*

2. *Roll Call – Secretary*

3. *Adoption of Agenda*

4. *Secretary Report*

a. *Review of Minutes*

5. Human Resources Report

6. Budget Report

7. Status of Board of County Commissioners Vote- Helen Hill

The Head Start Division requests filing of:

Head Start Policy Council Program Information and Updates for May 2017

Had Start Policy Council Meeting Minutes from April 20, 2017

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. Revised Roster
- b. GOAA Event

12. New Business

- a. 3rd Quarter Progress Monitoring – Shauna Kirby
- b. Changing of the Guard

13. Public Comment

14. Adjourn



ORANGE COUNTY FAMILY SERVICES HEAD START EDUCATION

Recommended Staff Qualifications for hire

Name: Deanna Williams

Position: Teacher Assistant

- Associate Arts Degree General Studies w/ 12 ECE Credits
- State mandated 45 hours

Name: Tikisha Rivera-Pagan

Position: Teacher Assistant

- National CDA expires 3/10/2018
- State mandated 45 hours
- Four Years Old VPK Standard Training
- 4 years experience working with early childhood education
- First Aid/CPR certified
- Bilingual (Spanish)

Name: Liza Marie Montalvo

Position: Teacher Aide

- State mandated 45 hours
- 5 years experience working in early childhood education
- Bilingual (Spanish)

Name: Liz Santiago

Position: Teacher Assistant

- Bachelors of Arts in Psychology
- 5 years experience working in early childhood education
- Bilingual (Spanish)

Name: Jennifer Santiago

Position: Teacher Assistant

- Bachelors of Arts in Early Childhood Education
- CDA expires 12/10/2017
- 45 State Mandated hours DOE
- Four Years Old VPK Standard Training
- 10 years experience working in early childhood education
- Bilingual (Spanish)

Name: Marsha Walls-Randle

Position: Teacher Assistant

- Associate of Arts in Early Childhood Education
- 45 State Mandated hours DOE
- 14 years experience working in early childhood education
- Bilingual (Creole)

Name: Luz Vazquez

Position: Teacher Assistant

- Bachelors of Arts in Elementary Education
- 45 State Mandated hours DOE
- VPK How to Administer Training
- 13 years experience working in early childhood education
- Bilingual (Spanish)
- First aid/CPR

Name: Tennesse McBean

Position: Teacher Aide

- 45 State Mandated hours DOE
- 2 years experience working in early childhood education

Name: Matlyn Ellis

Position: Teacher Assistant

- Bachelors in Business Administration w/ 6 ECE Credits
- Associate in General Studies
- Work experience in Head Start Pennsylvania
- 20 years experience working in Early Childhood Education

Name: Massa Goll

Position: Teacher Assistant

- Enroll into Valencia AA Early Childhood Education Program
- Orlando Tech FCCP Birth-Five expired 2/27/2014
- 5 years experience working in Early Childhood Education
- Bilingual (Creole)

Head Start Policy Council
Human Resources Committee
June 2017 Actions

I. Pending Approval for hire

Job Title	Candidate's Name

II. Termination from employment (Involuntarily)

Job Title	Reason	Employee's Name
None		

III. Separation from employment (Voluntarily)

Job Title	Reason	Employee's Name
None		

IV. Current Head Start Openings – As of 07/05/17

Job Title	Number of Positions	Potential Candidates in process for hire
Teacher Assistant	11	
Licensed Practical Nurse	1	
Food Service Assistant	1	

Head Start Budget Summary April 2017

Head Start Budget Summary

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

Unit Name	Current Budget 2016-2017	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	Encumbered	Total	Balance	YTD
522 - Services	\$10,004,298	\$636,791	\$804,713	\$990,210	\$1,126,751	\$649,435	\$1,205,858	\$776,624	\$635,161	\$289,088				\$161,139	\$6,885,109	\$2,241,331	71.08%
525 - Training	\$122,891	\$0.00	\$709	\$3,551	\$11,027	\$8,372	\$13,568	\$1,453	\$23,282	\$9,287				\$8,790.00	\$71,253	\$42,848	65.13%
526 - Disabilities	\$623,106	\$21,817	\$4,373	\$35,708	\$29,987	\$23,696	\$42,184	\$27,935	\$28,816	\$52,938				\$82,824	\$450,541	\$252,127	68.07%
527 - Medical/LPN	\$288,637	\$5,937	\$13,487	\$12,373	\$16,912	\$14,389	\$20,481	\$13,123	\$15,396	\$14,047				\$22,622	\$126,157	\$138,097	52.10
521 - Administration	\$1,321,904	\$60,024	\$91,311	\$132,041	\$104,012	\$81,905	\$248,055	\$85,784	\$93,662	\$88,367				\$8,873.48	\$985,219	\$371,209	72.83%
528 - Family & Community Work	\$1,388,962	\$51,554	\$110,823	\$108,289	\$105,259	\$94,486	\$153,576	\$105,986	\$115,206	\$115,020				\$0.00	\$960,202	\$428,860	69.13%
524 - USDA Services	\$1,760,627	\$14,306	\$117,234	\$105,937	\$201,300	\$76,004	\$173,360	\$108,750	\$96,957	\$224,443				\$269,296	\$1,118,294	\$373,037	79%
523 - USDA Administration	\$176,600	\$8,186	\$11,006	\$11,108	\$13,112	\$11,276	\$24,263	\$108,749	\$11,359	\$11,364				\$0.00	\$112,898	\$66,531	63%

Notice of Grant Award – For Equipment over \$5,000.00, COLA & Refunding.

Notice of grant award is a legal document given to the intended organization that indicates an award has been made and that funds may be requested from the designated HHS payment system or office. The notice of grant award shows the amount of Federal funds authorized for obligation and the budget period for the approved project. Grantees will find this information helpful, which outlines the conditions of their grant awards.

The NoA is the legal document issued to the receiving organization that indicates an award has been made and that funds may be requested from the designated HHS payment system or office. A NoA, showing the amount of Federal funds authorized for obligation and any future-year commitments, is issued for each budget period in the approved project period (see "Project Period and Budget Period" below). Until an awarding office has issued a NoA for the initial budget period, any costs incurred by the applicant for the project are incurred at its own risk. A revised NoA may be issued during a budget period to effect an action resulting in a change in the period or amount of support or other change in the terms and conditions of award. An awarding office generally will not issue a revised NoA to reflect a recipient's post-award rebudgeting. The NoA sets forth pertinent information about the grant, including, but not limited to, the following:

- Grant identification number ("grant number")
- Statutory authority for the award and any applicable program regulations
- Name of recipient organization and Name of the PI/PD
- Approved project period and budget period start and end dates
- Amount of Federal funds authorized for obligation by the recipient
- Amount of matching or cost sharing (if applicable)
- Amount of anticipated future-year commitments (if applicable)
- Names of the cognizant OPDIV/awarding office, PO, GMO, and GMS
- Applicable terms and conditions of award, either by reference or inclusion
- The HHS-assigned EIN (based on the IRS EIN), which must be used to request payment

**DEPARTMENT OF HEALTH AND HUMAN SERVICES
ADMINISTRATION FOR CHILDREN AND FAMILIES
NOTICE OF AWARD**

SAI NUMBER:

PMS DOCUMENT NUMBER:

1. AWARDING OFFICE: Office of Head Start		2. ASSISTANCE TYPE: Discretionary Grant	3. AWARD NO.: 04CH010230-02-00	4. AMEND. NO. 0
5. TYPE OF AWARD: Other		6. TYPE OF ACTION: Non-Competing Continuation		7. AWARD AUTHORITY: 42 USC 9801 ET SEQ
8. BUDGET PERIOD: 10/01/2016 THRU 09/30/2017		9. PROJECT PERIOD: 10/01/2015 THRU 09/30/2020		10. CAT NO.: 93.600
11. RECIPIENT ORGANIZATION: ORANGE COUNTY BOARD OF COMMISSIONERS 201 S Rosalind Ave Orlando, FL 32801-3527 Grantee Authorizing Official: Teresa Jacobs , Mayor			12. PROJECT / PROGRAM TITLE: HEAD START	
13. COUNTY: Orange		14. CONGR. DIST: 10		15. PRINCIPAL INVESTIGATOR OR PROGRAM DIRECTOR: Sonya Hill Head Start Director

16. APPROVED BUDGET: Personnel..... \$ 3,589,255.00 Fringe Benefits..... \$ 1,578,691.00 Travel..... \$ 0.00 Equipment..... \$ 37,500.00 Supplies..... \$ 157,560.00 Contractual..... \$ 244,396.00 Facilities/Construction..... \$ 0.00 Other..... \$ 706,602.00 Direct Costs..... \$ 6,314,004.00 Indirect Costs..... \$ 53,165.00 At % of \$ In Kind Contributions..... \$ 0.00 Total Approved Budget..... \$ 6,367,169.00	17. AWARD COMPUTATION: A. NON-FEDERAL SHARE..... \$ 1,591,792.00 20% B. FEDERAL SHARE..... \$ 6,367,169.00 80% 18. FEDERAL SHARE COMPUTATION: A. TOTAL FEDERAL SHARE..... \$ 6,367,169.00 B. UNOBLIGATED BALANCE FEDERAL SHARE..... \$ 0.00 C. FED. SHARE AWARDED THIS BUDGET PERIOD...\$ 0.00 19. AMOUNT AWARDED THIS ACTION: \$ 6,367,169.00 20. FEDERAL \$ AWARDED THIS PROJECT PERIOD: \$ 19,101,507.00 21. AUTHORIZED TREATMENT OF PROGRAM INCOME: Additional Costs <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>22. APPLICANT EIN: 596000773</td> <td>23. PAYEE EIN: 1591101610A1</td> <td>24. OBJECT CLASS: 41.51</td> </tr> </table>	22. APPLICANT EIN: 596000773	23. PAYEE EIN: 1591101610A1	24. OBJECT CLASS: 41.51
22. APPLICANT EIN: 596000773	23. PAYEE EIN: 1591101610A1	24. OBJECT CLASS: 41.51		

25. FINANCIAL INFORMATION:					DUNS 064797251	
ORGN	DOCUMENT NO.	APPROPRIATION	CAN NO.	NEW AMT.	UNOBLIG.	NONFED %
	04CH01023002	75-17-1536	7-G044122	\$6,305,723.00		
	04CH01023002	75-17-1536	7-G044120	\$61,446.00		

26. REMARKS: (Continued on separate sheets)

27. SIGNATURE - ACF GRANTS OFFICER Ms. Cheryl Pressley		DATE: 10/20/2016	28. SIGNATURE(S) CERTIFYING FUND AVAILABILITY Mr. Omar Barrett		DATE: 10/20/2016
29. SIGNATURE AND TITLE - PROGRAM OFFICIAL(S) Captain Robert Bialas - Regional Program Manager			DATE: 10/20/2016		

**DEPARTMENT OF HEALTH AND HUMAN SERVICES
ADMINISTRATION FOR CHILDREN AND FAMILIES
NOTICE OF AWARD**

SAI NUMBER:

PMS DOCUMENT NUMBER:

1. AWARDOFFICE: Office of Head Start		2. ASSISTANCE TYPE: Discretionary Grant	3. AWARD NO.: 04CH010230-02-00	4. AMEND. NO. 0
5. TYPE OF AWARD: Other		6. TYPE OF ACTION: Non-Competing Continuation	7. AWARD AUTHORITY: 42 USC 9801 ET SEQ	
8. BUDGET PERIOD: 10/01/2016 THRU 09/30/2017		9. PROJECT PERIOD: 10/01/2015 THRU 09/30/2020	10. CAT NO.: 93.600	
11. RECIPIENT ORGANIZATION: ORANGE COUNTY BOARD OF COMMISSIONERS				

STANDARD TERMS

1. Paid by DHHS Payment Management System (PMS), see attached for payment information. This award is subject to the requirements of the HHS Grants Policy Statement (HHS GPS) that are applicable to you based on your recipient type and the purpose of this award.

This includes requirements in Parts I and II (available at <http://www.hhs.gov/grants/grants/policies-regulations/index.html>) of the HHS GPS. Although consistent with the HHS GPS, any applicable statutory or regulatory requirements, including 45 CFR Part 75, directly apply to this award apart from any coverage in the HHS GPS. This award is subject to requirements or limitations in any applicable Appropriations Act. This award is subject to the requirements of Section 106 (g) of the trafficking Victims Protection Act of 2000, as amended (22 U.S.C. 7104). For the full text of the award term, go to <http://www.acf.hhs.gov/discretionary-post-award-requirements>.

This award is subject to the Federal Financial Accountability and Transparency Act (FFATA or Transparency) of 2006 subaward and executive compensation reporting requirements. For the full text of the award term, go to <http://www.acf.hhs.gov/discretionary-post-award-requirements>. This award is subject to requirements as set forth in 2 CFR 25.110 Central Contractor Registration (CCR) and DATA Universal Number System (DUNS). For full text go to <http://www.acf.hhs.gov/discretionary-post-award-requirements>.

Consistent with 45 CFR 75.113, applicants and recipients must disclose in a timely manner, in writing to the HHS awarding agency, with a copy to the HHS Office of Inspector General (OIG), all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Subrecipients must disclose, in a timely manner, in writing to the prime recipient (pass through entity) and the HHS OIG, all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Disclosures must be sent in writing to the awarding agency and to the HHS OIG at the following addresses:

The Administration for Children and Families
U.S. Department of Health and Human Services
Office of Grants Management
ATTN: Grants Management Specialist
330 C Street, SW.,
Switzer Building Corridor 3200
Washington, DC 20201

AND
U.S. Department of Health and Human Services
Office of Inspector General
ATTN: Mandatory Grant Disclosures, Intake Coordinator
330 Independence Avenue, SW, Cohen Building
Room 5527
Washington, DC 20201
Fax: (202) 205-0604 (Include "Mandatory Grant Disclosures" in subject line) or Email: MandatoryGranteeDisclosures@oig.hhs.gov
Failure to make required disclosures can result in any of the remedies described in 45 CFR 75.371
Remedies for noncompliance, including suspension or debarment (See 2 CFR parts 180 & 376 and 31 U.S.C. 3321).

This award is subject to the requirements as set forth in 45 CFR Part 87. This award is subject to HHS regulations codified at 45 CFR Chapter 13, Parts 1301, 1302, 1303 and 1304. Attached are terms and conditions, reporting requirements, and payment instructions. Initial expenditure of funds by the grantee constitutes acceptance of this award.

7521 Budget Planner

7521 BUDGET (Headstart Admin)	\$1,321,904.00
ACTUAL SPENT	\$982,508.07
DIFFERENCE (over/under budget)	\$339,395.93

1000 - 1999				
Object Code	Budget	Actual		Difference
1120 - Regular Salaries & Wages	\$824,794.00	\$614,913.44	●	\$209,880.56
1130 - Other Salaries and Wages	\$0.00	\$6,541.98	◆	-\$6,541.98
1140 - Overtime	\$7,000.00	\$2,927.50	●	\$4,072.50
			●	\$0.00
			●	\$0.00
Total	\$831,794.00	\$624,382.92	●	\$207,411.08

2000 - 2999				
Object Code	Budget	Actual		Difference
2110 - Fica Taxes	\$63,093.00	\$45,530.20	●	\$17,562.80
2120 - Retirement Contribution	\$62,025.00	\$47,949.72	●	\$14,075.28
2130 - Life & Health Insurance	\$173,400.00	\$104,529.44	●	\$68,870.56
2131 - HAS Contribution	\$1,800.00	\$0.00	●	\$1,800.00
2200 - Payments to OPEB Trust	\$7,892.00	\$8,959.00	◆	-\$1,067.00
			●	\$0.00
			●	\$0.00
			●	\$0.00
Total	\$308,210.00	\$206,968.36	●	\$101,241.64

3000 - 3999				
Object Code	Budget	Actual		Difference
3125 - Indirect Costs	\$106,329.00	\$106,329.00	●	\$0.00
3410 - Local Travel	\$1,000.00	\$4,089.44	◆	-\$3,089.44
3510 - Postage & Messenger Services	\$2,000.00	\$83.49	●	\$1,916.51
3530 - Toll Charges	\$150.00	\$217.15	◆	-\$67.15
3610 - Rental of Equipment	\$5,600.00	\$2,135.07	●	\$3,464.93
3720 - Communications	\$3,000.00	\$3,292.45	◆	-\$292.45
3820 - Maintenance of Equipment	\$2,567.00	\$2,648.65	◆	-\$81.65
3910 - Graphic Reprod. Services	\$8,800.00	\$343.65	●	\$8,456.35
3179	\$6,700.00	\$1,936.36	●	\$4,763.64
			●	\$0.00
Total	\$136,146.00	\$121,075.26	●	\$15,070.74

Revenue to date \$30.17

4000 - 4999				
Object Code	Budget	Actual		Difference
4010 - Dues and Memberships	\$9,395.00	\$9,094.00	●	\$301.00
4110 - Office Supplies	\$9,750.00	\$4,521.21	●	\$5,228.79
4115 - Miscellaneous Operating Supplies	\$3,000.00	\$326.48	●	\$2,673.52
4120 - Software < 1000	\$1,500.00	\$0.00	●	\$1,500.00
4121 - Computer Equipment < \$1000	\$1,020.00	\$549.75	●	\$470.25
4123 - Equipment < \$1000	\$5,000.00	\$1,051.91	●	\$3,948.09
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
4020	\$1,500.00	\$25.50	●	\$1,474.50
			●	\$0.00
			●	\$0.00
Total	\$49,204.00	\$27,048.85	●	\$22,155.15

5000 - 5999				
Object Code	Budget	Actual		Difference
6438 Computer	\$3,000.00	\$3,032.68	◆	-\$32.68
			●	\$0.00
			●	\$0.00
Total	\$3,000.00	\$3,032.68	◆	-\$32.68

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

880

2 Comp

3229.85

4931.94

7522 Budget Planner

7522 BUDGET (Headstart Services)	\$10,004,548.00
ACTUAL SPENT	\$7,554,751.44
DIFFERENCE (over/under budget)	\$2,449,796.56

1000 - 1999			
Object Code	Budget	Actual	Difference
1120 - Regular Salaries & Wages	\$5,560,633.00	\$4,506,270.51	\$1,054,362.49
1130 - Other Salaries & Wages	\$75,900.00	\$68,609.97	\$7,290.03
1140 - Overtime	\$10,000.00	\$12,414.65	-\$2,414.65
			\$0.00
			\$0.00
			\$0.00
Total	\$5,646,533.00	\$4,587,295.13	\$1,059,237.87

2000 - 2999			
Object Code	Budget	Actual	Difference
2110 - FICA Taxes	\$499,559.00	\$333,950.00	\$165,609.00
2120 - Retirement Contribution	\$503,600.00	\$345,313.24	\$158,286.76
2130 - Life and Insurance	\$1,703,400.00	\$1,211,752.40	\$491,647.60
2131 - HAS Contribution	\$29,500.00	\$0.00	\$29,500.00
2150 -	\$3,500.00	\$4,139.01	-\$639.01
2200 - Payments to OPEB Trust	\$105,672.00	\$108,996.00	-\$3,324.00
			\$0.00
Total	\$2,845,231.00	\$2,004,150.65	\$841,080.35

3000 - 3999			
Object Code	Budget	Actual	Difference
3167 - Payments to Other Government	\$8,000.00	\$18,289.14	-\$10,289.14
3170 - Janitorial Service and Supply	\$20,000.00	\$8,983.09	\$11,016.91
3192 - Software Licensing/Support Fee	\$43,890.00	\$44,943.69	-\$1,053.69
3195 - Contract Services Medica	\$13,500.00	\$0.00	\$13,500.00
3197 - Contract Svcs Not Oth Spelified	\$16,500.00	\$9,704.32	\$6,795.68
3350 - Other Insurance & Bonds	\$11,000.00	\$12,499.00	-\$1,499.00
3410 - Local Travel	\$10,000.00	\$8,610.43	\$1,389.57
3530 - Toll Charges	\$250.00	\$925.27	-\$675.27
3610 - Rental of Equipment	\$11,000.00	\$39,360.41	-\$28,360.41
3620 - Leases-Bldgs and Structures	\$150,172.00	\$231,272.13	-\$81,100.13
3710 - Utilities	\$40,000.00	\$33,735.54	\$6,264.46
3720 - Communications	\$45,000.00	\$29,878.64	\$15,121.36
3810- Maint of Bldg Imp & Grounds	\$100,000.00	\$45,856.60	\$54,143.40
3820 - Maintenance of Equipment	\$35,000.00	\$14,282.63	\$20,717.37
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	\$12,712.23	\$30,287.77
3520	\$10,000.00	\$13,950.00	-\$3,950.00
			\$0.00
Total	\$571,812.00	\$524,503.12	\$47,308.88

OCPS
Pull Contract
\$86,321

Double

18685.4

look
look

4000 - 4999			
Object Code	Budget	Actual	Difference
4020 - Books, CDs, Videos & Subscriptions	\$20,000.00	\$1,436.00	\$18,564.00
4110 - Office Supplies	\$25,000.00	\$8,894.17	\$16,105.83
4115 - Miscellaneous Operating Supplies	\$75,000.00	\$20,353.85	\$54,646.15
4116 - Event Meal Reimbursements	\$3,000.00	\$2,894.78	\$105.22
4120 - Software < \$1000	\$12,609.00	\$0.00	\$12,609.00
4121 - Computer Equipment < \$1000	\$54,580.00	\$15,668.51	\$38,911.49
4123 - Equipment < \$1000	\$25,000.00	\$4,019.91	\$20,980.09
4135 - Food & Dietary	\$282,788.00	\$99,260.41	\$183,527.59
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	\$3,750.00	\$6,250.00
4440 - Improvements to Non-County Assets	\$5,784.00	\$0.00	\$5,784.00
4450 - Parent Activity Fund	\$9,216.00	\$699.92	\$8,516.08
4452 - Field Trips - Head Start	\$15,360.00	\$375.00	\$14,985.00
4482 - Self Insur. Prop/Casualty	\$279,660.00	\$279,660.00	\$0.00
			\$0.00
Total	\$844,722.00	\$437,012.55	\$407,709.45

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

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	\$1,789.99	\$47,960.01
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
			\$0.00
Total	\$104,500.00	\$1,789.99	\$102,710.01

28797

7523 Budget Planner

7523 BUDGET (USDA Admin)	\$176,600.00
ACTUAL SPENT	\$118,433.76
DIFFERENCE (over/under budget)	\$58,166.24

1000 - 1999				
Object Code	Budget	Actual	Difference	
1120 - Regular Salaries & Wages	\$114,615.00	\$84,539.94		\$30,075.06
1140 - Overtime	\$0.00	\$238.41		\$238.41
				\$0.00
				\$0.00
Total	\$114,615.00	\$84,778.35		\$30,313.47

2000 - 2999				
Object Code	Budget	Actual	Difference	
2110 - FICA Taxes	\$8,767.00	\$6,262.17		\$2,504.83
2120 - Retirement Contribution	\$8,619.00	\$6,393.10		\$2,225.90
2130 - Life and Insurance	\$30,600.00	\$8,989.78		\$21,610.22
2131 - HAS. Contribution	\$300.00	\$0.00		\$300.00
2200 - Payments to OPEB Trust	\$1,326.00	\$1,497.00		-\$171.00
				\$0.00
Total	\$49,612.00	\$23,142.05		\$26,469.95

3000 - 3999				
Object Code	Budget	Actual	Difference	
3125 - Indirect Costs	\$6,543.00	\$6,543.00		\$0.00
3410 - Local Travel	\$1,000.00	\$692.42		\$307.58
3530 - Toll Charges	\$30.00	\$0.00		\$30.00
3820 - Maintenance of Equipment	\$500.00	\$0.00		\$500.00
3420 -	\$500.00	\$0.00		\$500.00
Total	\$8,573.00	\$7,235.42		\$1,337.58

4000 - 4999				
Object Code	Budget	Actual	Difference	
4110 - Office Supplies	\$700.00	\$37.96		\$662.04
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	\$139.98		\$601.02
Total	\$5,641.00	\$3,277.94		\$2,363.06

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
Total	\$0.00	\$0.00		\$0.00

7524 Budget Planner

7524 BUDGET (USDA SERVICES)	\$1,590,860.00
ACTUAL SPENT	\$1,122,318.30
DIFFERENCE (over/under budget)	\$468,541.70
Revenues In	\$996,118.77
Total Inc/Def	(\$126,199.53)

1000 - 1999				
Object Code	Budget	Actual	Difference	
1120 - Regular Salaries & Wages	\$161,794.00	\$113,609.85		\$48,184.15
1140	\$0.00	\$53.78		-\$53.78
				\$0.00
				\$0.00
Total	\$161,794.00	\$113,663.63		\$48,130.37

2000 - 2999				
Object Code	Budget	Actual	Difference	
2110 - FICA Taxes	\$12,570.00	\$8,155.27		\$4,414.73
2120 - Retirement Contribution	\$12,355.00	\$8,554.05		\$3,800.95
2130 - Life and Insurance	\$81,600.00	\$44,417.18		\$37,182.82
2131 - HAS. Contribution	\$1,000.00	\$0.00		\$1,000.00
2200 - Payments to OPEB Trust	\$3,536.00	\$3,992.00		-\$456.00
				\$0.00
Total	\$111,061.00	\$621.00		\$45,942.50

3000 - 3999				
Object Code	Budget	Actual	Difference	
3170 - Janitorial Svc & Supply	\$1,000.00	\$1,052.25		-\$52.25
				\$0.00
				\$0.00
Total	\$1,000.00	\$1,052.25		-\$52.25

Revenue to date \$292,114.53

4000 - 4999				
Object Code	Budget	Actual	Difference	
4115 - Miscellaneous Operating Supplies	\$16,995.00	\$4,878.24		\$12,116.76
				\$0.00
				\$0.00
4130 - Household & Kitchen Supplies	\$2,005.00	\$2,702.92		-\$697.92
4135 - Food & Dietary	\$1,305,000.00	\$930,338.76		\$374,661.24
4482 - Self Insurance Property/ Casualty	\$4,564.00	\$4,564.00		\$0.00
				\$0.00
Total	\$1,328,564.00	\$942,483.92		\$386,080.08

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

*4123- Shipping

7527 Budget Planner

7527 BUDGET (Medical/Dental/LPN)	\$288,537.00
ACTUAL SPENT	\$131,969.87
DIFFERENCE (over/under budget)	\$156,567.13

1000 - 1999				
Object Code	Budget	Actual	Difference	
1120 - Regular Salaries & Wages	\$137,357.00	\$84,477.00	\$52,880.00	
1140 - Overtime	\$1,000.00	\$680.54	\$319.46	
1130 - Other Salaries and Wages	\$0.00	\$1,207.00	-\$1,207.00	
			\$0.00	
			\$0.00	
Total	\$138,357.00	\$86,364.54	\$51,992.46	

2000 - 2999				
Object Code	Budget	Actual	Difference	
2110 - FICA Taxes	\$10,508.00	\$6,320.95	\$4,187.05	
2120 - Retirement Contribution	\$9,972.00	\$6,420.61	\$3,551.39	
2130 - Life and Insurance	\$40,800.00	\$17,592.16	\$23,207.84	
2131 - HAS. Contribution	\$400.00	\$0.00	\$400.00	
			\$0.00	
			\$0.00	
Total	\$61,680.00	\$30,333.72	\$31,346.28	

3000 - 3999				
Object Code	Budget	Actual	Difference	Column1
3195 - Contract Services Medical	\$17,500.00	\$126.34	\$17,373.66	
3179 - Contract Service - Employmt. Agent	\$10,000.00	\$5,362.50	\$4,637.50	
3197 - Contract Svcs Not Oth Specified	\$30,000.00	\$110.00	\$29,890.00	
3410 - Local Travel	\$4,000.00	\$873.67	\$3,126.33	
3720 - Communications	\$5,000.00	\$759.25	\$4,240.75	
3530	\$100.00	\$26.65	\$73.35	
			\$0.00	
			\$0.00	
Total	\$66,600.00	\$7,258.41	\$59,341.59	

4000 - 4999				
Object Code	Budget	Actual	Difference	
4110 - Office Supplies	\$2,000.00	\$544.63	\$1,455.37	
4115 - Miscellaneous Operating Supplies	\$5,000.00	\$4,899.46	\$100.54	
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	\$2,448.12	\$7,551.88	
4418 - Educational Assist. Program	\$500.00	\$0.00	\$500.00	
4450 - Parent Activity Fund	\$500.00	\$0.00	\$500.00	
4020	\$1,500.00	\$0.00	\$1,500.00	
4175	\$150.00	\$0.00	\$150.00	
			\$0.00	
Total	\$23,650.00	\$8,013.20	\$15,636.80	

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	

7526 Budget Planner

7526 BUDGET (Disabilities)	\$507,496.00
ACTUAL SPENT	\$253,194.34
DIFFERENCE (over/under budget)	\$254,301.66

1000 - 1999			
Object Code	Budget	Actual	Difference
1120 - Regular Salaries & Wages	\$202,556.00	\$156,346.59	\$46,209.41
1130 - Other Salaries & Wages	\$30,000.00	\$9,547.20	\$20,452.80
1140 - Overtime (Lourdes Ramos 10/22 -Emergency)	\$0.00	\$599.76	-\$599.76
			\$0.00
Total	\$232,556.00	\$166,493.55	\$66,062.45

2000 - 2999			
Object Code	Budget	Actual	Difference
2110 - FICA Taxes	\$15,494.00	\$11,723.54	\$3,770.46
2120 - Retirement Contribution	\$15,232.00	\$11,832.54	\$3,399.46
2130 - Life and Insurance	\$40,800.00	\$32,079.53	\$8,720.47
2131 - HAS. Contribution	\$600.00	\$0.00	\$600.00
2200 - Payments to OPEB Trust	\$1,754.00	\$2,488.00	-\$734.00
			\$0.00
Total	\$73,880.00	\$58,123.61	\$15,756.39

3000 - 3999			
Object Code	Budget	Actual	Difference
3195 - Contract Services Medical	\$57,000.00	\$20,041.00	\$36,959.00
3275 - ** Medical Services	\$99,370.00	\$0.00	\$99,370.00
3410 - Local Travel	\$5,000.00	\$2,308.74	\$2,691.26
3530	\$50.00	\$61.10	-\$11.10
3720 - Communications	\$1,250.00	\$821.16	\$428.84
Total	\$162,670.00	\$23,232.00	\$139,438.00

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	\$285.18	\$3,464.82
4418 - Educational Assist. Program	\$1,000.00	\$0.00	\$1,000.00
4482 - Self Insur. Prop/Casualty	\$5,060.00	\$5,060.00	\$0.00
4143	\$0.00	\$0.00	\$0.00
			\$0.00
Total	\$17,810.00	\$5,345.18	\$12,464.82

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

6000 - 6999			
Object Code	Budget	Actual	Difference
6410	\$20,000.00	\$0.00	\$20,000.00
			\$0.00
			\$0.00
			\$0.00
Total	\$20,000.00	\$0.00	\$20,000.00

7528 Budget Planner

7528 BUDGET (Family Service Work)	\$1,388,962.00
ACTUAL SPENT	\$1,016,945.98
DIFFERENCE (over/under budget)	\$372,016.02

1000 - 1999				
Object Code	Budget	Actual	Difference	
1120 - Regular Salaries & Wages	\$933,988.00	\$719,777.06		\$214,210.94
1130 - Other Salaries & Wages	\$10,000.00	\$0.00		\$10,000.00
1140 - Overtime	\$5,000.00	\$15,154.78		-\$10,154.78
				\$0.00
				\$0.00
				\$0.00
Total	\$948,988.00	\$734,931.84		\$214,056.16

2000 - 2999				
Object Code	Budget	Actual	Difference	
2110 - FICA Taxes	\$71,450.00	\$53,041.74		\$18,408.26
2120 - Retirement Contribution	\$67,808.00	\$55,000.82		\$12,807.18
2130 - Life and Insurance	\$255,000.00	\$161,163.83		\$93,836.17
2131	\$2,500.00	\$0.00		\$2,500.00
				\$0.00
				\$0.00
Total	\$396,758.00	\$269,206.39		\$127,551.61

3000 - 3999				
Object Code	Budget	Actual	Difference	
3410 - Local Travel	\$5,000.00	\$2,217.53		\$2,782.47
3720 - Communications	\$8,000.00	\$1,771.92		\$6,228.08
3530 -	\$100.00	\$120.87		-\$20.87
				\$0.00
Total	\$13,100.00	\$4,110.32		\$8,989.68

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	\$4,950.00		\$2,050.00
4115 - Miscellaneous Operating Supplies	\$2,000.00	\$0.00		\$2,000.00
4121 - Computer Equipment < \$1000	\$2,000.00	\$95.00		\$1,905.00
4123 - Equipment < \$1000	\$2,000.00	\$109.99		\$1,890.01
4412 - Promotional Expenses	\$5,000.00	\$0.00		\$5,000.00
4418 - Educational Assist. Program	\$1,000.00	\$0.00		\$1,000.00
4450 - Parent Activity Fund	\$9,216.00	\$3,542.44		\$5,673.56
				\$0.00
				\$0.00
Total	\$30,216.00	\$8,697.43		\$21,518.57

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

Through 07/03/2017

FUND: 8299 DEPT: 062 UNIT: 7538 VPK

	OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	PRE-ENCUM. AMOUNT	ENCUM. AMOUNT	TOTAL YTD	BALANCE	% BUDGET USED YTD
1	1120	7EA	REGULAR SALARIES and WAGES	696,350.00	.00	.00	79,360.49	38,664.63	36,655.85	42,543.41	35,397.01	115,588.14	105,297.90	.00	.00	453,507.43	242,842.57	65.13
	2110	7EA	FICA TAXES	53,673.00	.00	.00	5,782.96	2,812.91	2,655.23	3,076.21	2,543.13	8,351.16	7,613.25	.00	.00	32,834.85	20,838.15	61.18
	2120	7EA	RETIREMENT CONTRIBUTION	52,295.00	.00	.00	6,038.87	2,944.16	2,792.63	3,236.68	2,722.53	8,882.89	8,095.96	.00	.00	34,713.72	17,581.28	66.38
	2130	7EA	LIFE and HEALTH INSURANCE	170,857.00	.00	.00	19,330.20	9,701.13	9,431.19	11,156.73	9,994.83	31,963.20	29,401.45	.00	.00	120,978.73	49,878.27	70.81
	2150	7EA	UNEMPLOYMENT COMPENSATION	2,000.00	.00	.00	.00	.00	.00	-1,012.00	.00	.00	.00	.00	.00	-1,012.00	3,012.00	-50.60
	OBJECT CATEGORY 1			975,175.00	.00	.00	110,512.52	54,122.83	51,534.90	59,001.03	50,657.50	164,785.39	150,408.56	.00	.00	641,022.73	334,152.27	65.73
2	3125	7EB	INDIRECT COSTS	42,498.00	.00	.00	.00	.00	.00	42,498.00	.00	.00	.00	.00	.00	42,498.00	.00	100.00
	3185	7EC	CONTRACT SVC-TRAINING	1,300.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	1,300.00	.00
	3410	7EC	LOCAL TRAVEL	500.00	.00	.00	.00	.00	.00	12.46	.00	63.28	25.37	.00	.00	101.11	398.89	20.22
	3530	7EC	TOLL CHARGES	100.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	100.00	.00
	4020	7EC	BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS	476.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	476.00	.00
	4030	7EC	TRAINING AND EDUCATIONAL COST	200.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	200.00	.00
	4110	7EC	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	5,400.00	.00	.00	.00	.00	.00	.00	124.33	239.27	.00	.00	.00	363.60	5,036.40	6.73
	4115	7EC	MISCELLANEOUS OPERATING SUPPLIES	7,880.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	7,880.00	.00
	4123	7EC	EQUIPMENT LESS THAN \$1000	5,000.00	.00	.00	.00	.00	.00	.00	96.59	.00	.00	.00	.00	96.59	4,903.41	1.93
	4482	7EA	SELF INS-PROP CASUALTY	162.00	.00	.00	.00	1,092.00	.00	.00	.00	.00	.00	.00	.00	1,092.00	-930.00	674.07
	OBJECT CATEGORY 2			63,516.00	.00	.00	.00	1,092.00	.00	42,510.46	220.92	302.55	25.37	.00	.00	44,151.30	19,364.70	69.51
	*TOTAL UNIT_CD 7538			1,038,691.00	.00	.00	110,512.52	55,214.83	51,534.90	101,511.49	50,878.42	165,087.94	150,433.93	.00	.00	685,174.03	353,516.97	65.97
	TOTAL			1,038,691.00	.00	.00	110,512.52	55,214.83	51,534.90	101,511.49	50,878.42	165,087.94	150,433.93	.00	.00	685,174.03	353,516.97	65.97

CH Full Name	Comp Supp Name	Item Total	Placeholde	GL: FUND	GL: DEPT	GL: UNIT_	GL: OBJ
DEONARINE, VIDYA D	DELTA AIR 0062382851139	\$563.60	5/15/2017	7007	062	7525	3420
DEONARINE, VIDYA D	WILLIAMS LIMOUSINE SERVI	\$24.36	6/1/2017	7007	062	7525	3420
FLORES, DAISY	SCHOOL NURSE SUPPLY INC	\$217.19	5/12/2017	7007	062	7527	4110
FLORES, DAISY	SCHOOL NURSE SUPPLY INC	\$181.67	5/12/2017	7007	062	7527	4115
FLORES, DAISY	SCHOOL HEALTH CORP	\$328.81	5/16/2017	7007	062	7527	4115
FLORES, DAISY	GREENBERG DENTAL	\$100.00	5/24/2017	7007	062	7527	4115
FLORES, DAISY	SCHOOL NURSE SUPPLY INC	\$119.68	5/12/2017	7007	062	7527	4175
FORE, ANGELA M	OMNI JACKSONVILLE	\$556.00	5/5/2017	7007	062	7525	3420
FORE, ANGELA M	OMNI JACKSONVILLE	\$40.00	5/5/2017	7007	062	7525	3420
FORE, ANGELA M	SHERATON	\$505.98	5/12/2017	7007	062	7525	3420
FORE, ANGELA M	EMBASSY SUITES	\$466.59	5/29/2017	7007	062	7525	3420
FORE, ANGELA M	WIPFLILLP	\$95.00	5/12/2017	7007	062	7525	4030
FORE, ANGELA M	FLORIDA PUBLIC HEALTH ASS	\$290.00	5/29/2017	7007	062	7525	4030
FORE, ANGELA M	FLORIDA PUBLIC HEALTH ASS	\$290.00	5/29/2017	7007	062	7525	4030
FORE, ANGELA M	FLORIDA PUBLIC HEALTH ASS	\$290.00	5/29/2017	7007	062	7525	4030
GRULLON, JULIO	RENAISSANCE PLANTATION	\$354.00	5/29/2017	7007	062	7525	3420
GRULLON, JULIO	FRPA	\$555.00	5/9/2017	7007	062	7525	4030
GRULLON, JULIO	U-HAUL CTR GOLDENROD	\$399.60	5/4/2017	7007	062	7522	4110
GRULLON, JULIO	THE HOME DEPOT	\$17.44	5/22/2017	7007	062	7522	4115
GRULLON, JULIO	ULINE SHIP SUPPLIES	\$262.28	5/15/2017	7007	062	7522	4123
GRULLON, JULIO	ULINE SHIP SUPPLIES	(\$26.00)	5/23/2017	7007	062	7522	4123
GRULLON, JULIO	ULINE SHIP SUPPLIES	\$26.00	5/23/2017	7007	062	7522	4123
GRULLON, JULIO	KORKAT	\$854.60	5/5/2017	7007	062	7522	6410
GRULLON, JULIO	KORKAT	\$41.96	5/5/2017	7007	062	7522	6410
JOHNSON, JUNE	READYREFRESH BY NESTLE	\$17.97	5/5/2017	7007	062	7522	3610
JOHNSON, JUNE	READYREFRESH BY NESTLE	\$17.97	5/8/2017	7007	062	7522	3610
JOHNSON, JUNE	READYREFRESH BY NESTLE	\$41.93	5/8/2017	7007	062	7522	3610
JOHNSON, JUNE	READYREFRESH BY NESTLE	\$17.97	5/8/2017	7007	062	7522	3610
JOHNSON, JUNE	READYREFRESH BY NESTLE	\$11.98	5/8/2017	7007	062	7522	3610
JOHNSON, JUNE	ESCOT BUS LINES	\$1,240.00	5/16/2017	0001	062	7529	3610
JOHNSON, JUNE	SITE STORAGE,	\$570.00	5/29/2017	7007	062	7522	3610
JOHNSON, JUNE	READYREFRESH BY NESTLE	\$12.52	5/5/2017	7007	062	7522	3710
JOHNSON, JUNE	READYREFRESH BY NESTLE	\$21.15	5/8/2017	7007	062	7522	3710
JOHNSON, JUNE	READYREFRESH BY NESTLE	\$37.56	5/8/2017	7007	062	7522	3710
JOHNSON, JUNE	READYREFRESH BY NESTLE	\$25.04	5/8/2017	7007	062	7522	3710
JOHNSON, JUNE	COUNCIL FOR PROFESSIONAL	\$425.00	5/5/2017	7007	062	7525	4040

JOHNSON, JUNE	COUNCIL FOR PROFESSIONAL	\$425.00	5/22/2017 7007	062	7525	4040
JOHNSON, JUNE	COUNCIL FOR PROFESSIONAL	\$425.00	5/26/2017 7007	062	7525	4040
JOHNSON, JUNE	OFFICE DEPOT	\$267.01	5/8/2017 7007	062	7522	4110
JOHNSON, JUNE	OFFICE DEPOT	\$734.42	5/11/2017 7007	062	7522	4110
JOHNSON, JUNE	OFFICE DEPOT	\$1,483.17	5/17/2017 7007	062	7522	4110
JOHNSON, JUNE	OFFICE DEPOT	\$340.48	5/22/2017 7007	062	7522	4110
JOHNSON, JUNE	OFFICE DEPOT	\$63.39	5/22/2017 7007	062	7522	4110
JOHNSON, JUNE	READYREFRESH BY NESTLE	\$8.78	5/5/2017 7007	062	7522	4115
JOHNSON, JUNE	READYREFRESH BY NESTLE	\$8.98	5/8/2017 7007	062	7522	4115
JOHNSON, JUNE	READYREFRESH BY NESTLE	\$4.39	5/8/2017 7007	062	7522	4115
JOHNSON, JUNE	OFFICE DEPOT	(\$104.99)	5/3/2017 7007	062	7521	4123
JOHNSON, JUNE	OFFICE DEPOT	\$104.99	5/4/2017 7007	062	7521	4123
JOHNSON, JUNE	HOMEDEPOT.COM	\$85.26	5/5/2017 7007	062	7528	4123
JOHNSON, JUNE	HOMEDEPOT.COM	\$76.06	5/8/2017 7007	062	7528	4123
JOHNSON, JUNE	OFFICE DEPOT	\$59.99	5/11/2017 7007	062	7522	4123
JOHNSON, JUNE	MEG LEGOLAND FLORIDA	\$1,417.50	5/16/2017 0001	062	7529	4452
MOORE, SANDRA	OFFICE DEPOT	\$65.96	5/8/2017 7007	062	7522	4110
MOORE, SANDRA	OFFICE DEPOT	\$1,483.17	5/17/2017 7007	062	7522	4110
MOORE, SANDRA	OFFICE DEPOT	\$25.74	5/18/2017 8299	062	7538	4110
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	\$173.94	5/26/2017 7007	062	7522	4110
MOORE, SANDRA	OFFICE DEPOT	(\$410.97)	5/3/2017 7007	062	7521	4115
MOORE, SANDRA	OFFICE DEPOT	\$467.70	5/8/2017 7007	062	7527	4115
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	\$155.44	5/25/2017 7007	062	7521	4115
MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	(\$79.99)	5/31/2017 7007	062	7522	4115
MOORE, SANDRA	PUBLIX #436	\$25.48	5/3/2017 7007	062	7525	4116
MOORE, SANDRA	WM SUPERCENTER	\$37.42	5/5/2017 7007	062	7525	4116
MOORE, SANDRA	LITTLE CAESARS	\$75.00	5/8/2017 7007	062	7522	4116
MOORE, SANDRA	FAMILY DOLLAR	\$10.64	5/8/2017 7007	062	7522	4116
MOORE, SANDRA	WAL-MART #3162	\$74.24	5/8/2017 7007	062	7522	4116
MOORE, SANDRA	PUBLIX #436	\$19.05	5/9/2017 7007	062	7525	4116
MOORE, SANDRA	WM SUPERCENTER	\$99.84	5/11/2017 7007	062	7522	4116
MOORE, SANDRA	WM SUPERCENTER	\$271.35	5/12/2017 7007	062	7522	4116
MOORE, SANDRA	WM SUPERCENTER	\$45.68	5/12/2017 7007	062	7525	4116
MOORE, SANDRA	WM SUPERCENTER	\$11.55	5/17/2017 7007	062	7522	4116
MOORE, SANDRA	PUBLIX #436	\$23.76	5/18/2017 7007	062	7522	4116
MOORE, SANDRA	SQ APRIL HAIR	\$300.00	5/18/2017 7007	062	7522	4116
MOORE, SANDRA	PUBLIX #436	\$228.20	5/19/2017 7007	062	7522	4116

MOORE, SANDRA	CDW GOVT #HXL0657	\$60.00	5/24/2017 7007	062	7521	4121
MOORE, SANDRA	CDW GOVT #HXN5920	\$95.00	5/25/2017 7007	062	7527	4121
MOORE, SANDRA	CDW GOVT #M/MACIAS	\$465.00	6/1/2017 7007	062	7522	4121
MOORE, SANDRA	CDW GOVT #M/MACIAS	\$640.00	6/1/2017 7007	062	7522	4121
MOORE, SANDRA	EMPIRE OFFICE	\$1,493.03	5/23/2017 7007	062	7521	4123
MOORE, SANDRA	EMPIRE OFFICE	\$1,069.96	5/26/2017 7007	062	7522	4123
MOORE, SANDRA	UNITED TROPHY DOWNTOWN	\$34.50	5/19/2017 7007	062	7522	4422
ORLEMAN, EILEEN	SQ GOSQ.COM FEYSA	\$31.50	5/9/2017 7007	062	7525	3420
ORLEMAN, EILEEN	SQ GOSQ.COM ABDULWASIE A	\$40.00	5/12/2017 7007	062	7525	3420
ORLEMAN, EILEEN	ABM PARKING ORLANDO ECONO	\$68.00	5/15/2017 7007	062	7525	3420
ORLEMAN, EILEEN	SHERATON	\$505.98	5/16/2017 7007	062	7525	3420
ORLEMAN, EILEEN	TEACHSTONE	\$200.00	5/29/2017 7007	062	7525	4040
SHEIKH, SHAMIN	WM SUPERCENTER	\$26.62	5/5/2017 7007	062	7522	4115
SHEIKH, SHAMIN	DOLLAR TREE	\$20.00	5/11/2017 7407	062	7524	4115
SHEIKH, SHAMIN	DOLLAR TREE	\$37.00	5/11/2017 7007	062	7522	4115
SHEIKH, SHAMIN	DOLLAR GENERAL	\$8.00	6/1/2017 7407	062	7524	4115
SHEIKH, SHAMIN	WAL-MART #1084	\$9.72	5/2/2017 7407	062	7524	4135
SHEIKH, SHAMIN	PUBLIX #436	\$15.98	5/4/2017 7407	062	7524	4135
SHEIKH, SHAMIN	APNA BAZAAR	\$73.91	5/5/2017 7407	062	7524	4135
SHEIKH, SHAMIN	WAL-MART #3162	\$48.37	5/11/2017 7007	062	7522	4135
SHEIKH, SHAMIN	WM SUPERCENTER	\$14.90	5/12/2017 7007	062	7522	4135
SHEIKH, SHAMIN	WM SUPERCENTER	\$11.92	5/15/2017 7007	062	7522	4135
SHEIKH, SHAMIN	WM SUPERCENTER	\$27.92	5/19/2017 7007	062	7522	4135
SHEIKH, SHAMIN	WM SUPERCENTER	\$27.72	5/22/2017 7007	062	7522	4135
SHEIKH, SHAMIN	WM SUPERCENTER	\$22.68	5/25/2017 7007	062	7522	4135
SMITH, KERRY-ANN	PUBLIX #692	\$21.45	5/5/2017 7407	062	7524	4135
SMITH, KERRY-ANN	PUBLIX #331	\$84.43	5/19/2017 7407	062	7524	4135
SMITH, KERRY-ANN	WAL-MART #0955	\$47.48	5/23/2017 7007	062	7522	4135
SMITH, KERRY-ANN	PUBLIX #761	\$69.44	5/23/2017 7007	062	7522	4135
SMITH, KERRY-ANN	WM SUPERCENTER	\$59.48	5/23/2017 7007	062	7522	4135
SMITH, KERRY-ANN	WAL-MART #0942	\$32.78	5/24/2017 7007	062	7522	4135
SMITH, KERRY-ANN	WM SUPERCENTER	\$11.92	5/24/2017 7007	062	7522	4135
SMITH, KERRY-ANN	WM SUPERCENTER	\$29.80	5/25/2017 7007	062	7522	4135
SMITH, KERRY-ANN	WAL-MART #4588	\$20.86	5/26/2017 7007	062	7522	4135
SMITH, KERRY-ANN	PUBLIX #331	\$47.89	5/26/2017 7407	062	7524	4135
SMITH, KERRY-ANN	WAL-MART #4425	\$11.31	5/29/2017 7407	062	7524	4135

**Orange County Head Start
Policy Council
Meeting: July 20, 2017
Director's Program Information Update**

Local Head Start Information

Orange County Head Start held the end of year staff training on June 2, 2017. All staff received training on Child Abuse & Neglect from the Howard Phillips Center on Children & Families. During the event, staff was recognized for Perfect Attendance, Above & Beyond, Peer to Peer and Managers Award. Head Start had the pleasure of providing service awards to Jamie Harrold for 25 years of service and Polly Boulter for 30 years of service. Staff was also provided program updates.

Orange County Head Start in collaboration with the Policy Council and staff submitted the Continuation Grant Year 3 application. The Board of County Commission unanimously voted to approve the budget and all supporting documents included in the grant. On June 30, 2017 the application was uploaded into the Head Start Enterprise System. Orange County Head Start received notification of the receipt of the document. Orange County Head Start will continue operation under continuation grant year 2 until September 30, 2017.

As of July 14, 2017 Orange County Head Start has moved out of all the sites that will not be operational this year due to Community Assessment or contractual circumstances. OCHS moved out of Tangelo Park Elementary, Grand Avenue Elementary, Orlando Tech, & Washington Shores @ the Hope. All furniture and equipment have been relocated to new sites. The program has moved into the new sites which include Three Points Elementary, McCoy Elementary, Frontline Outreach Center, and Washington Shores Elementary. OCHS still awaits the final license from the Department of Children & Families for the Frontline Outreach Center.

Orange County Head Start is in the midst of planning for Pre-Service training for staff, and parents. The training is scheduled for August 3rd & 4th at the Orange County Convention Center. The training will deal with various topics to include Mental Wellness, Relationship Building Competencies, Community Partnership Building, CLASS Strategies, Program updates, and much more.

Orange County Head Start is busy conducting trainings throughout the summer to ensure the staff is in compliance to operate in Head Start classrooms through the program year. Staff will be attending the One Goal, VPK Math Training, Fiscal Institute, Florida Public Health Association and school Nurse Conference.

Region IV Head Start Updates:

OCHS will participate in the Consumer Financial Protection Bureau's (CFPB) Pathways Project from February 2017 to September 2017. The Family Service Workers will receive training on the program on July 27, 2017. The program will be implemented with Head Start parents starting in September 2017.

Region IV provided the Notice of Award to move forward with purchasing a vehicle. The vehicle will be used by the warehouse personnel for moving and delivery of items at the center. Purchasing of the truck will save Head Start money as the current vehicle is outdated and requires constant repair.

Orlando will be the host site for the Florida Head Start Association Conference for the 2017 year. Orange County along with 4C Head Start will co-host the conference in partnership with the Executive Board of the FHSA. The first planning meeting was scheduled on July 11, 2017.

Orange County Head Start submitted packets for consideration to Region IV Head Start Association for the Regional Award competition. The awards are received by the FHSA and reviewed. The FHSA will forward the best representation to Region IV. The following categories were submitted.

- Teacher of the Year- Danna Declet
- Head Start Alumni High School Senior scholarship –Aubrey Milton
- Corporate Award- Orlando Science Center
- Support Staff of the Year-June Johnson

Orange County Head Start is in the process of monitoring and evaluating the information in the Child Plus system to upload the Program Information Report (PIR)

National Head Start Updates:

ACF-IM-HS-17-01 Facilities Guidance (**Attached**)

The Early Childhood Learning and Knowledge Center (ECLKC) Has a New Look

Division Manager Special Activities

- Nemours meeting to discuss Telemedicine
- Submission of COLA
- Submission of Continuation Grant

ACF Administration for Children and Families	U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES	
	1. Log No. ACF-IM-HS-17-01	2. Issuance Date: 06/28/2017
	3. Originating Office: Office of Head Start	
	4. Key Word: Facilities; Depreciation; Real Property	

INFORMATION MEMORANDUM

TO: Head Start and Early Head Start Grantees and Delegate Agencies

SUBJECT: Facilities Guidance

INFORMATION:

This Information Memorandum (IM) supports the commitment of the Office of Head Start (OHS) to children receiving services in good quality facilities with safe indoor and outdoor learning environments. It will support grantees in understanding applicable Head Start regulations, application development, the funding process, and post-award requirements. The IM also addresses a variety of common facilities activities and clarifies questions frequently posed by grantees.

Attachment A provides topical policy, fiscal, and program guidance related to:

- Facilities overview
- Availability of funds
- Project planning
- Applications
- Protection of the federal interest
- Repairs, minor renovations, and major renovations
- Financing, refinancing, and pledges of collateral
- Subordination agreements
- Leases
- Depreciation
- Reporting and recordkeeping
- Valuation and matching
- Disposition of real property and facilities

Please share this IM with your program, fiscal, and facilities managers. Direct any questions to your Regional Office.

Thank you for your work on behalf of children and families.

/ Ann Linehan /

Ann Linehan
Acting Director
Office of Head Start

Interoffice Memorandum



AGENDA ITEM

April 22, 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

Lonnie C. Bell
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 June 20, 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

May 2017
April 20, 2017

ACTION REQUESTED: Receipt and filing of Head Start Policy Council Program Information and Updates May 2017 and Head Start Policy Council Meeting Minutes April 20, 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
Jamille Clemens, Grants Supervisor, Finance Division
Patria Morales, Grant Coordinator, Office of Management and Budget

Monthly Report to Head Start Policy Council

Nutrition: JUNE 2017 Revised

Number of breakfasts served	9,975
Number of lunches served	10,117
Number of snacks served	10,170
Number of meals reimbursed by USDA	28,951
Number of meals disallowed for reimbursement	6
Number of children evaluated for nutritional concerns	431
Number of children receiving nutritional education and further care	53
Number of monitoring visits to ensure compliance with USDA Regulations	0
Number of monitoring visits requiring a corrective action plan	0
Number of nutritional activities conducted (ALL CLASSROOMS)	42
Types of nutritional activities conducted "STUFFED PITA BREAD"	

DISABILITIES/MENTAL HEALTH REPORT

JUNE 2017

A total of two hundred forty-six (246) 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 one hundred twenty (120) children have been enrolled in Head Start with a diagnosed disability by contracted providers since school started last August 2016.

A total of ninety-four (94) children were evaluated by OCPS/Preschool Diagnostic Intervention Services for disability eligibility since school started last August 2016.

Three hundred one (301) children were referred to OCHS contracted provider, Kinder Konsulting & Parents Too, Inc. since school started last August 2016.

One hundred forty-nine (149) children were receiving mental health services for behavior issues since school started last August 2016. In addition, there were one hundred twenty-two (122) behavior plans developed for enrolled children.

One thousand eight hundred and thirty-nine (1,839) hearing screenings were completed since school started last August 2016.

One thousand three hundred and seventy-one (1,371) new children completed the screenings for Speech/Language, Socio-emotional, and Developmental.

Five hundred twenty-three (523) 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.

Note: Partial Report from DMH staff (two staff)

MEDICAL/DENTAL MONTHLY REPORT

JUNE 2017

Fifty-nine (59) health status evaluations were performed during the month of June 2017.

Sixty-two (62) Physical Exam updated evaluations reviewed during the month of June 2017.

Eighty (80) immunization records were evaluated for compliance during the month of June 2017.

Seventeen (17) blood test results were reviewed during the month of June 2017.

Fifty-eight (58) dental exams were reviewed during the month of June 2017. Out of these, fourteen (14) children were diagnosed as needing dental treatment.

Sixteen (16) Verification of Dental treatment completed were received for June 2017.

One hundred ninety-one (191) parent contacts were initiated regarding health concerns in children during the month of June 2017.

Forty (40) health action plans were developed and discussed with Head Start staff and parents during the month of June 2017.

Technical assistance provided to twenty-two (22) Head Start teaching staff during June 2017.

Twenty-seven (27) Physician Medication Orders were received, evaluated, and reviewed with staff. Medication information and administration technique training was provided as needed.

Twenty-four (24) trainings were provided to staff and parents.

Seventy-four (74) children completed Blood Pressure and Vision screenings.

Thirty-eight (38) children were evaluated for health concerns.

Thirty-seven (37) center visits were completed for health issues, observations, and monitoring.

Orange County Head Start

Parent Family and Community Engagement 2016-2017

Monthly Report: June 2017

- Six hundred thirty five (635) children were enrolled in the Head Start Program for the month of June 2017.
- Ninety eight (98) children are on the Waiting List 2016-2017.
- Thirteen (13) attendance home visits
- One (1) families received Crisis/Emergency Assistance.
- Five (5) parents received Educational Services.
- One hundred twenty three (123) Health Services Follow ups were done by Community Service Worker.
- Twenty (25) families were referred for family services.
- One hundred twenty nine (129) were provided families services
- Sixteen (16) parent Meetings were held this month. One hundred eighty (180) parents attended parents meetings. Twenty (20) males attended.
- Four (4) fatherhood Activities was held this month. Eighteen (18) fathers attended fatherhood initiatives.
- Thirteen (13) parents Trainings were held this month. Ninety six (96) parents attended Parents Trainings.

Trainings:

- Job Partnership Skills Training
- Water Safety
- Employment
- Are you ready for Kindergarten
- Fire Safety and Awareness
- Orange County Library System

ORANGE COUNTY HEAD START 2016-2017

PARENT, FAMILY AND COMMUNITY ENGAGEMENT

ERSEA REPORT

MONTH: June

YEAR: 2017

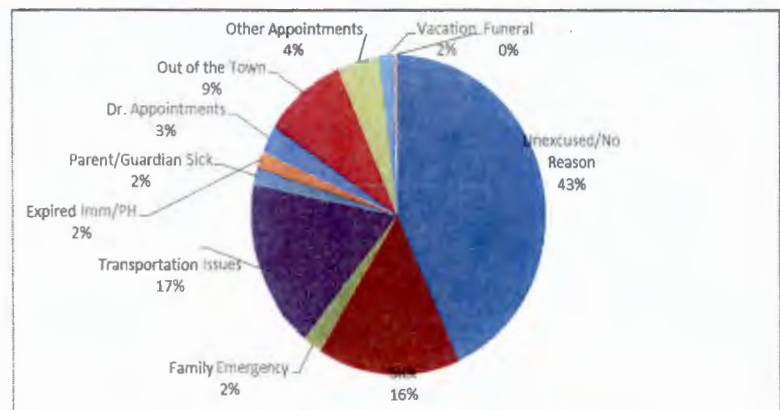


Full Day Full Year June 2017

Sites	Funded Enrollment	Monthly Enrollment	10% IEP	Drops YTD	Waiting List	New Applications	Monthly Attendance
Aloma	20	16		4			69%
Bithlo	14	12		2			83%
Callahan	16	12		4			84%
Denton Johnson	20	17		3			78%
Dover Shores	0	0		0			%
East Orange	78	69		9			77%
Engelwood	0	0		0			%
Evans	0	0		0			%
Grand Avenue	0	0		0			%
Hal P Marston	55	51		4			92%
John Bridges	65	52		13			73%
Lila Mitchell	49	38		11			88%
Maxey	33	29		4			64%
Orlando Tech	0	0		0			%
Pine Hills	93	79		14			89%
SO YMCA	34	30		4			88%
Southwood	79	74		5			87%
Taft	68	57		11			73%
Tangelo	0	0		0			%
Ventura	21	18		3			74%
WS ELC	30	24		6			65%
WS Hope	64	57		7			82%
OCHS Total	739	635		104			81%

Attendance Reasons

Unexcused	1086
Dr. Appointments	72
Expired Immunizations/PH	43
Family Emergency	53
Funeral	6
Other Appointments	112
Out of the Town	230
Parent/Guardian Sick	42
Religion	0
Sick	390
Transportation Issues	430
Vacation	44
Total	2508



Recruitment Efforts

Site	#Recruitment Efforts	Summary
Aloma		
Bithlo		
Callahan		
Denton Johnson		
Dover Shores		
East Orange		
Engelwood		
Evans		
Frontline		
Hal P Marston	4	4C
John Bridges		
Lila Mitchell		
Maxey	1	Health Fairs at Zanders Park
McCoy		Three Points Elementary School, Stonebridge Landing, Goldenrod Plaza, McCoy Elementary School, Terracotta Business Park, Airport Business Center, Goldenrod Marketplace, Taco bell
Pine Hills		
South Orlando YMCA		
Southwood		
Taft		
Three Points	8	Three Points Elementary School, Stonebridge Landing, Goldenrod Plaza, McCoy Elementary School, Terracotta Business Park, Airport Business Center, Goldenrod Marketplace, Taco bell
Ventura		
W. Shores Elementary		
Washington Shores ELC		
Washington Shores Hope		

ORANGE COUNTY HEAD START 2017-2018

PARENT, FAMILY AND COMMUNITY ENGAGEMENT

ERSEA REPORT

MONTH: June

YEAR: 2017

Sites	Funded Enrollment	Monthly Enrollment (Accepted)	10% IEP	Drops YTD	Waiting List	New Applications (YTD)	Monthly Attendance
Aloma	34	34			5	0	
Bithlo	30	30			1	6	
Callahan	49	49			8	6	
Denton Johnson	35	35			8	5	
Dover Shores*	68	17			0	37	
East Orange*	140	63			0	92	
Engelwood*	54	23			0	56	
Evans	13	13			4	1	
Frontline*	71	18			0	56	
Hal P Marston	100**	100			3	11	
John Bridges*	125**	34			0	88	
Lila Mitchell	70	70			11	4	
Maxey*	40	26			0	22	
McCoy*	34**	1			0	7	
Pine Hills	200**	199			20	21	
SO YMCA	60	60			2	13	
Southwood	120	120			20	13	
Taft	120	120			12	25	
Three Points*	34**	1			0	20	
Ventura	20**	17			4	7	
WS Elementary*	34**	37			0	65	
WS ELC*	85	8			0	31	
OCHS Total	1536	1075			98	586	

For the month of June 2017, only number of Accepted, Waiting List and new applications will be reported.

* Center pending for selection on July 2017

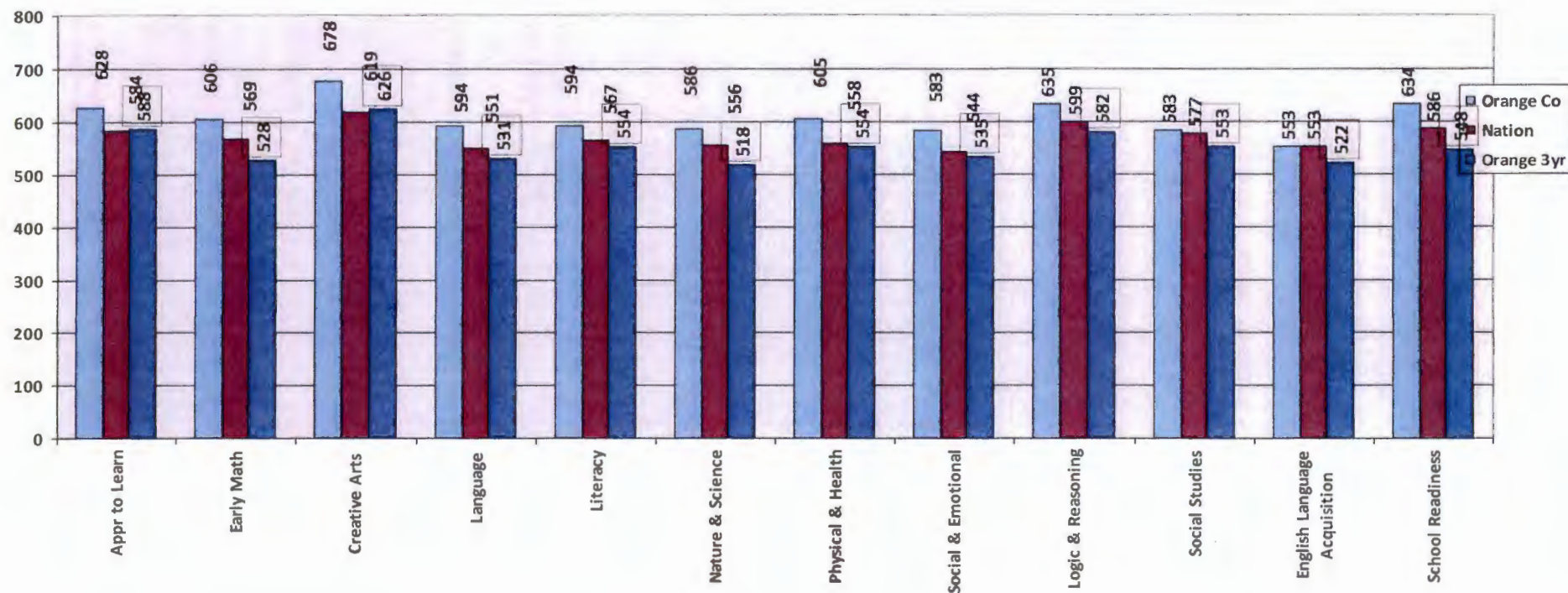
** Changes on Funded Enrollment for 2017-18



Orange County Head Start
Education Service Area
Child Outcomes

August 15, 2016-June 30, 2017

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



Program Progress Monitoring

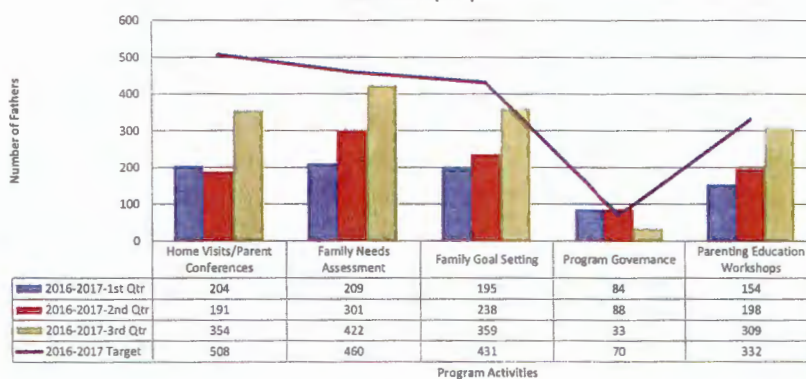
3rd Quarter Progress

Shauna Kirby-Quality Assurance
Orange County Head Start



Objective 1.1 Increase father/male engagement by 10%

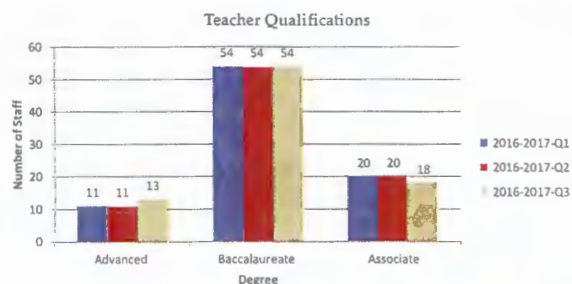
Father Engagement 2016-2017 (YTD)



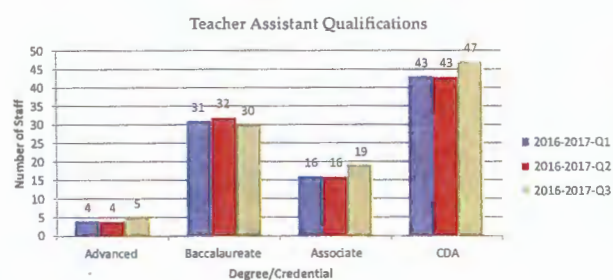
Father engagement continues to increase in all areas except for Program Governance in which a decrease was observed. Further investigation for the cause of the decrease is recommended.

*Based on PIR Report 9700 C.52

Objective 3.1
Institute a professional development program in OCHS



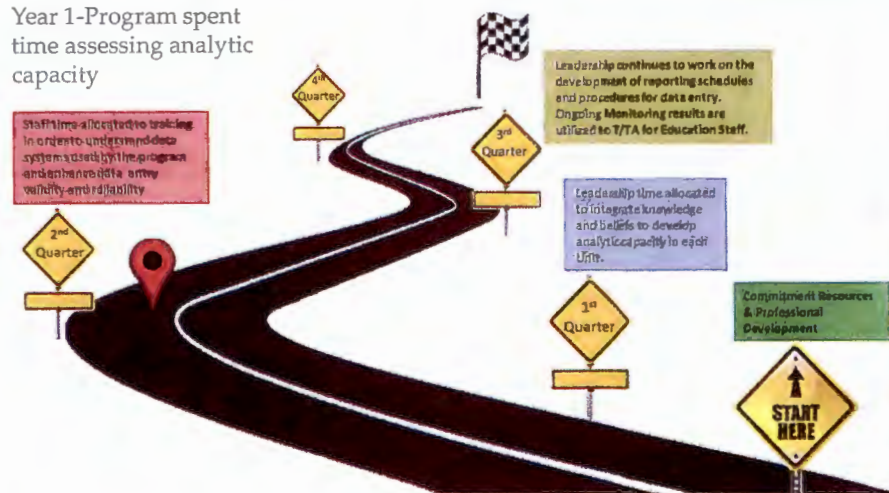
The total number of degreed teachers employed by the program remains the same; however, the number of teachers with an advanced degree has increased.



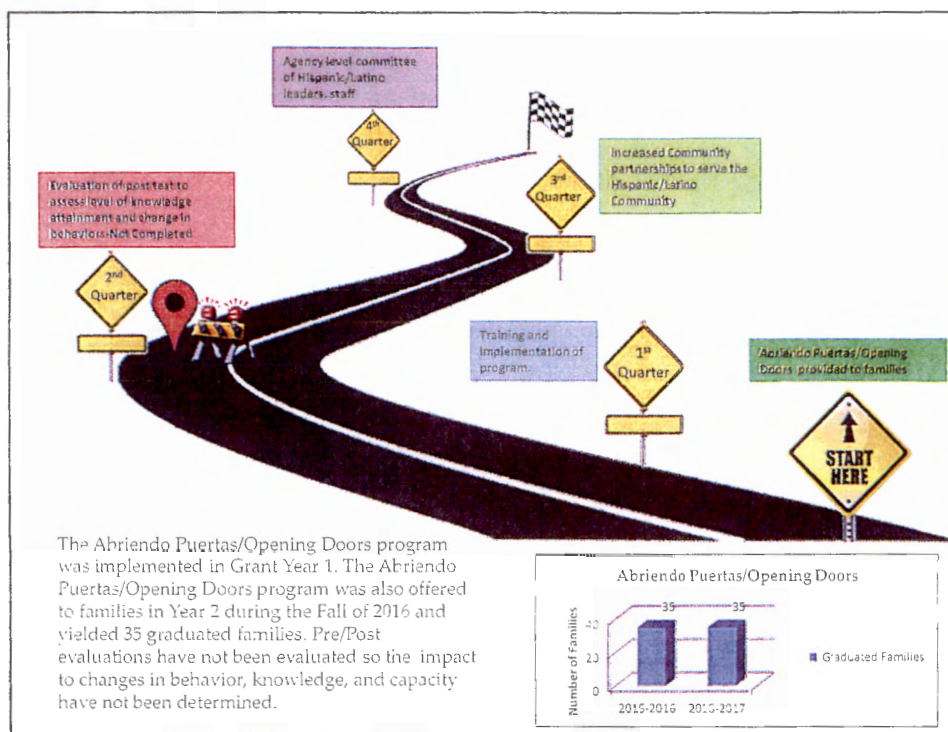
The number of degreed teacher assistants continues to increase. As of the 3rd quarter, the program welcomed six additional teacher assistants for a total of 101 degreed/credentialed teacher assistants who are now employed by the program.

*Based on PIR Report 9700 Section B.5

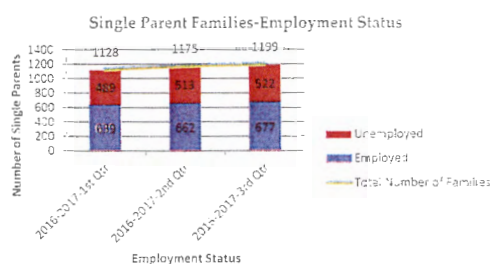
Year 1-Program spent time assessing analytic capacity



Objective 4.1
Enhance the ability to measure program outcomes and make decisions

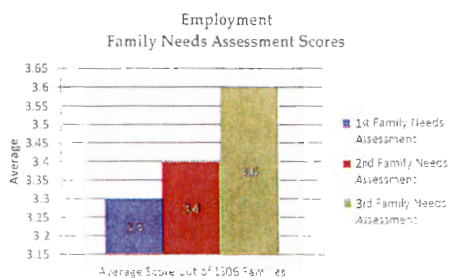


Objective 7.1 Assist Single Parent females to obtain employment, job training, and career development



*As measured by the 9700 - PIR Report C35b and C39

Based on family needs assessment data, of the 1,306 families completing at least two assessments, employment needs of families remain stable and have slightly increased with an average gain of 0.3 by the 3rd FNA.



*As measured by 4240 - Family Outcomes - Analysis Report



**Vice-Mayor
Victoria P. Siplin**
District 6 Commissioner
Orange County Government

YOU'RE INVITED...

Vice-Mayor/Commissioner
Victoria P. Siplin
Invites you to a Workshop
for Small Businesses Interested in
Greater Orlando Aviation Authority
South Terminal C-Phase 1 Project

FOR MORE INFORMATION CONTACT

Turner-Kiewit Joint Venture
Victor Perry
510-410-3316
vperry@tcco.com

Hensel Phelps Construction
Dylan Evento
407-856-2400
devento@henselphelps.com

Small Business Development Department
Greater Orlando Aviation Authority
407-825-7133
www.orlandoairports.net/small_business

**Thursday, August 17, 2017
5:30 p.m. - 7:00 p.m.**

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

RSVP by July 31, 2017 at 407-836-5395



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



1768 East Michigan Street
Orlando, FL 32806
May 18, 2017

Call to Order by: Jeneka Lloyd, Chairperson, 6:36pm

Roll Call by: Charmaine Jobson, Vice-Chairperson

Quorum Established: Jeneka Lloyd, Chairperson

Attended By:

Jeneka Lloyd	Past Parent	Chairperson
Cecilia Pierre	Aloma	Representative
Annakay McCrae	Callahan	Representative
Charmaine Jobson	East Orange	Vice-Chairperson
Luz Ruiz	Engelwood	Alternate
Wilthere Philistin	Evans	Representative
Dieufaite Toussaint	Evans	Alternate
Jacqueline Eugene	Hal P. Marston	Treasurer
Tequila Henderson	Lila Mitchell	Alternate
Courtney Sanders	Maxey	Representative
Leah Ackerman	Orlando Tech	Representative
Heather Chisholm-Wright	Pine Hills	Parliamentarian
Abigail Soriano	Southwood	Representative
Tonette Vance	WS / ELC	Representative
Tina Wells	BCC	Alternate BCC
Dexter Nelson	Past Parent	Community Rep

Visitors:

Eric Hughes	Community Legal Services of Mid Florida
Marq Neasman	The Academy of Kings
Patrice Scott	Community Legal Services of Mid-Florida

Staff:

Polly Boulter	Teacher Assistant	Hal Marston
Felicia Williams	Teacher Assistant	Hal Marston
Milagros Font	Sr. Program Manager	Main Office
Yvette Meade	Admin Specialist	Main Office
Pedro Berrios	Warehouse Specialist	Warehouse
Sandra Ruff	Fiscal Manager	Main Office

Jacqueline Lopez	Center Manager	Engelwood
Maria S. Gonzalez	LPN	Main Office
Yira Rodriguez	Center Manager	Dover Shores/Ventura
Luis Simonetti	Family Service Worker	East Orange
Bernice Mendez	Sr. Family Service Worker	Main Office
Danielle Dixon-Brown	Family Service Worker	Pine Hill
Sunitha Koorathota	Field Ops Supervisor	Main Office
Eileen Orleman	Education Coordinator	Main Office
Marcia Cotton	Center Manager	Bithlo/Aloma
Sandra Moore	Admin Assistant	Main Office

Chairperson Jeneka Lloyd requested a motion to adopt the agenda

Motion: Dexter Nelson, Community Representative

Second: Abigail Soriano, Representative, Southwood

Status: The motion was carried with no objections

Speakers:

Marq Neasman founder and CEO of Academy of Kings

They run Midnight Basketball Fridays from 8:PM to 11:30 PM. The organization uses chess as a way to make boys think and think ahead to make better decisions. Marq is a teacher and men's coach and this is his mission in life. This information should be taken back to all the centers

Patrice Scott from Community Legal Services

They are the primary civil and legal provider in Central Florida. They provide free services to families that meet the poverty guidelines including; Housing, HUD, veterans, legal aide. They cover 12 counties.

Chairperson Jeneka Lloyd requested a motion to approve the minutes from April 20, 2017

Motion: Heather Chisholm, Parliamentarian, Pine Hills

Second: Cecilia Pierre, Representative, Aloma

Status: The motion was carried with no objections

HR Report by Eileen Orleman

Interviews were held on Friday and contingent offers have been made to 9 teacher assistants

Budget Report by Sandra Ruff, Fiscal Manager

Head Start was notified that we would be receiving \$85 mil in funding from the Federal Government

Ms. Ruff attended a meeting to justify the purchase of pick-up truck for our Warehouse Tech

The County will be paying for the Mentor Coaches required by the new Performance Standards

Playground projects will be done by the end of the summer.

Status of Board of County Commissioners Vote by Helen Hill

The Head Start Division requests Board approval of the Head Start Policy Council Program Information and Updates from March 2017 Also the Policy Council Meeting Minutes from February 16, 2017

Manager's Report by Helen Hill in Sonya Hill's absence

Highlights:

- The self-assessment process has been completed
- Center closings and relocations. Four sites are closing and 4 new sites will open. The total children served will not change.
- Engelwood and Pine Hills centers have been chosen to participate in a new study Family and Child Experiences Survey (FACES). The survey focuses on children's growth, family involvement, and program quality and identifies strategies for improvement.

Commissioner Update by Tina Wells, Chief of Staff

- The commissioner is getting many requests to speak at Middle and High Schools as a motivational speaker. She enjoys it very much. You may reach out to her to request her to speak at any center.
- Update on "The Lion's Den". Their first meeting was not well attended but they will still give it another try.

Service Area Reports

Child Outcomes reported by Eileen Orleman

Medical & Dental, Disabilities & Mental Health & Nutrition Reported by Milagros Font
Parent, Family, & Community Engagement by Bernice Mendez

Old Business:

- Women's Forum by Jeneka Lloyd – This was an event to shine the light on women who have come thru challenging or abusive situations to show that others can do the same. Survivors.
- Program Governance Training by Helen Hill – You cannot serve without having this training. Another training will be coming up on June 5th
- Mother Son Prom by Charmaine Jobson – It was very well attended.. a big success.
- Incredible Years by Bernice Mendez – Graduation at Holden Heights last week. Parents developed skills and training in handling their children.
- Getting Ahead Graduation by Jacqueline Eugene – the whole event was awesome. Vice-Mayor Victoria Siplin was the guest speaker. Orange TV was filming. The program brought them together as sisters. They are looking forward to the next program.. "Staying Ahead".
- Week of the Young Child by Helen Hill – Activities were held at all centers to celebrate.
- Mileage Checks by Helen Hill – Parents must cash the mileage checks as soon as they get them.

New Business

- For Me For You For Later – A Program on financial literacy designed to help parents speak to children about money management. Also to help them open bank accounts.
- Special Call Meeting will be held on June 5, 2017 at 10:00 a.m. to review the refunding application for our grant. The executive board meeting will take place right after that.

Public Comment: those who took picture at the Mother Son Prom should contact the photographer to get their prints.

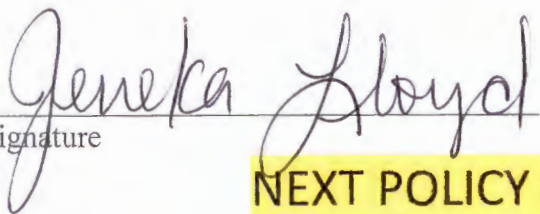
Chairperson Lloyd requested a motion to adjourn meeting

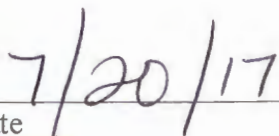
Motion: Dexter Nelson, Community Representative

Second: Abigail Soriano, Representative, Southwood

Status: The motion was carried with no objections

Meeting Adjourned at 7:34 p.m.


Signature


Date

NEXT POLICY COUNCIL MEETING

JUNE 15, 2017

GOV- Great Oaks Village Dining Hall

1768 E. MICHIGAN STREET

ORLANDO, FL 32806

6:30 pm



ORANGE COUNTY GOVERNMENT
HEAD START
POLICY COUNCIL MEETING
MINUTES



1768 East Michigan Street
Orlando, FL 32806
June 15, 2017

Call to Order by: Jeneka Lloyd, Chairperson, 6:52pm

Roll Call by: Jacqueline Eugene

Quorum Established: Jeneka Lloyd, Chairperson

Attended By:

Jeneka Lloyd	Past Parent	Chairperson
Annakay McCrae	Callahan	Representative
America Cameron	Callahan	Alternate
Charmaine Jobson	East Orange	Vice-Chairperson
Hortensia Rodriguez	East Orange	Alternate
Wilthere Philistin	Evans	Representative
Dieufaute Toussaint	Evans	Alternate
Jacqueline Eugene	Hal P. Marston	Treasurer
Tequila Henderson	Lila Mitchell	Alternate
Leah Ackerman	Orlando Tech	Representative
Abigail Soriano	Southwood	Representative
Tonette Vance	WS / ELC	Representative
Tina Wells	BCC	Alternate BCC
Dexter Nelson	Past Parent	Community Rep

Excused

Cecilia Pierre	Aloma	Representative
Najah Rae Huertas	Ventura	Representative
Tonette Vance	WS/ELC	Representative

Visitors:

Shantara Gibson	4C Head Start
-----------------	---------------

Staff:

Sonya Hill	Manager	Main Office
Polly Boulter	Teacher Assistant	Hal Marston
Milagros Font	Sr. Program Manager	Main Office
Yvette Meade	Admin Specialist	Main Office
Pedro Berrios	Warehouse Specialist	Warehouse
Sandra Ruff	Fiscal Manager	Main Office
Jacqueline Lopez	Center Manager	Engelwood

Teresa Williams
Bernice Mendez

Sr. Family Service Worker Main Office
Sr. Family Service Worker Main Office

Chairperson Jeneka Lloyd requested a motion to adopt the agenda

Motion: Dexter Nelson, Community Representative
Second: Charmaine Jobson, Vice Chairperson
Status: The motion was carried with no objections

**Chairperson Jeneka Lloyd requested a motion to approve the minutes from May 18, 2017
There will be changes to the minutes to include Annakay McCrae in the attendees**

Motion: Jacqueline Eugene, Treasurer
Second: Abigail Soriano, Representative, Southwood
Status: The motion was carried with no objections

HR Report by Teresa Williams

Chairperson Jeneka Lloyd requested a motion to accept the HR report

Motion: Dexter Nelson, Community Representative
Second: Leah Ackerman, Representative, Orlando Tech
Status: The motion was carried with no objections

Budget Report by Sandra Ruff, Fiscal Manager

Status of Board of County Commissioners Vote by Helen Hill

The Head Start Division requests Board approval of the Head Start Policy Council Program Information and Updates from April 2017. Also the Policy Council Meeting Minutes from March 16, 2017

Division Manager's Report by Sonya Hill

- Ms. Hill met with staff at McCoy Elementary and Frontline Outreach Center to solidify next steps for moving into those facilities for the 2017/2018 school year

Service Area Reports

- Medical & Dental, Disabilities & Mental Health & Nutrition Reported by Milagros Font,
- Parent, Family, & Community Engagement by Bernice Mendez and Helen Hill

Old Business:

- Sonya Hill spoke about the Getting Ahead Graduation

New Business

- Helen Hill and Bernice Mendez spoke about PFCE Outcomes / Goals
- Raquel Sapeg spoke about the Community Assessment

Members were intrigued by the growth in the 32808 area and were glad to learn how we use the data from the assessment to place the sites throughout Orange County.

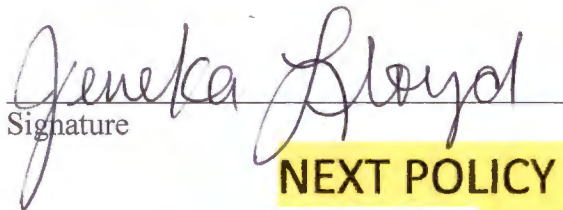
Chairperson Lloyd requested a motion to adjourn meeting

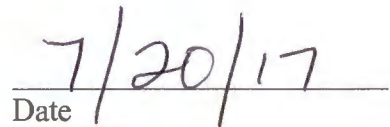
Motion: Dexter Nelson, Community Representative

Second: Leah Ackerman, Representative, Orlando Tech

Status: The motion was carried with no objections

Meeting Adjourned at 8:13 p.m.


Signature


Date

NEXT POLICY COUNCIL MEETING

JULY 20, 2017

GOV- Great Oaks Village Dining Hall

1768 E. MICHIGAN STREET

ORLANDO, FL 32806

6:30 pm