

Interoffice Memorandum



**AGENDA ITEM**

September 21, 2017

TO: Mayor Teresa Jacobs  
and  
Board of County Commissioners

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

FROM: Sonya L. Hill, Manager  
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 October 3, 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 (corrected)

August 2017  
July 20, 2017

**ACTION REQUESTED: Receipt and filing of Head Start Policy Council Program Information and Updates August 2017 and Head Start Policy Council Meeting Minutes (corrected) July 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  
Jamilie Clemens, Grants Supervisor, Finance Division  
Patria Morales, Grant Coordinator, Office of Management and Budget



Lonnie C. Bell Jr.  
Director, Family Services

Orange County Government

HEAD START

POLICY COUNCIL

PROGRAM

INFORMATION & UPDATES



Sonya L. Hill  
Head Start Division Manager



AUGUST 2017



Orange County  
Family Services Department  
Head Start Division



# **POLICY COUNCIL MONTHLY MEETING**

Who: **Policy Council Members**

Date: **THURSDAY- AUGUST 24, 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 Meeting  
GOV Dining Hall 1768 East Michigan Street, Orlando, FL 32806

August 24, 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 June 2017

Had Start Policy Council Meeting Minutes from May 18, 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. Pre-Service Review
- b. FHSA Conference
- c. One Goal
- d. CFPB
- e. Changing of the Guard
- f. Program Governance Training

12. New Business

- a. By-Laws
- b. Community Representative Applicants

13. Public Comment

14. Adjourn

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

**I. Pending Approval for hire**

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

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

<b>Job Title</b>	<b>Reason</b>	<b>Employee's Name</b>
Sr. Skilled Craft Casual	Temporary Employment Ended	Jane Lamm

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

<b>Job Title</b>	<b>Reason</b>	<b>Employee's Name</b>
Teacher Assistant	Family Reasons	Stephanie Hamilton Johnson
Teacher's Aide	Relocation	Natalia Garcia-Reyes

**IV. Current Head Start Openings – As of 08/04/17**

<b>Job Title</b>	<b>Number of Positions</b>	<b>Potential Candidates in process for hire</b>
Teacher Assistant	8	
Food Service Assistant	1	



## **ORANGE COUNTY FAMILY SERVICES HEAD START EDUCATION**

### **Recommended Staff Qualifications for hire**

**Name: Asmaa Mohammed**

**Position: on call technician substitute**

- Completed 8 hours of State mandated 45 hours
- 2 years experience working with early childhood education
- Bilingual (Arabic)

**Name: Wilamarie Velez**

**Position: on call technician substitute**

- Head Start Parent volunteer 2012-2016
- Bilingual (spanish)

**Name: Heena Patel**

**Position: on call technician substitute**

- Head Start Parent volunteer East orange 2015-2018
- Bilingual (Hindu)

**Name: Charymar Santos Lopez**

**Position: on call technician substitute**

- Head Start Teacher in Puerto Rico 5 years
- Bachelors of preschool & elementary
- Bilingual (Spanish)

**Name: Stacy Johnson**

**Position: on call technician substitute**

- Head Start Volunteer @ Pine Hills
- Associate Degree General Studies
- Head Start child

**Name: Marjorie Sargent Jerelds**

**Position: on call technician substitute**

- Over 7 years experience working early childhood education
- State Mandated 45 hours
- Completed CDA program must apply for CDA credential
- Bilingual (Creole)

**Name: Nicole Nieves**

**Position: on call technician substitute**

- Over 1 year experience in Nana's Learning Center
- Head Start parent volunteer @ Taft Class #5
- In school completing bachelor degree in early childhood edu
- Bilingual (spanish)

# 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	A	S	Encumbered	Total	Balance	YTD
7522 - Services	\$10,004,298	\$609,954	\$792,765	\$799,472	\$1,126,751	\$649,435	\$1,205,858	\$776,624	\$635,161	\$664,705	\$416,500			\$409,077	\$7,677,226	\$1,917,995	81%
7525 - Training	\$122,891	\$0.00	\$710	\$3,551	\$11,028	\$8,372	\$13,568	\$1,454	\$23,282	\$9,287	\$22,207			\$12,665	\$93,460	\$6,840	94%
7526 - Disabilities	\$507,546	\$16,360	\$20,983	\$24,983	\$29,987	\$23,697	\$42,184	\$27,830	\$28,816	\$27,830	\$27,924			\$118,105	\$270,013	\$119,428	76%
7527 - Medical PM	\$288,637	\$5,947	\$13,487	\$12,373	\$16,912	\$14,389	\$20,481	\$13,124	\$15,396	\$14,047	\$16,036			\$25,383	\$142,192	\$121,061	58%
7521 Administration	\$1,321,904	\$60,025	\$91,312	\$87,819	\$104,013	\$81,905	\$248,055	\$85,785	\$93,662	\$88,367	\$88,206			\$8,420	\$1,029,141	\$284,335	78%
7528 Family Sw Work	\$1,389,062	\$51,554	\$110,824	\$108,290	\$105,260	\$94,487	\$153,576	\$105,986	\$115,206	\$115,020	\$112,884			\$0.00	\$1,073,086	\$315,976	77%
7524 - USDA Services	\$1,760,627	\$14,307	\$117,234	\$105,938	\$201,300	\$76,005	\$173,360	\$108,750	\$96,958	\$224,443	\$55,175			\$221,511	\$1,173,468	\$365,647	79%
7523 - USDA Admin	\$179,411	\$8,186	\$11,007	\$11,108	\$13,112	\$11,277	\$24,263	\$11,203	\$11,359	\$11,364	\$11,210			\$0.00	\$124,090	\$55,321	69%

### Volunteer Services

Did you know your volunteer service and time is used to help our program meet its in-kind contribution requirement? In-kind is services, goods and non-cash transactions that benefit an organization. Volunteer service are calculated at the rates of other employees who perform similar work, such as a teacher's aide or teacher's assistant for documenting in-kind contributions. Grantees will find this information useful when preparing to document their 20 percent share of the grant. Your contribution greatly benefits our program.

### HHS Grants Policy Statement:

Rates for donated services used to satisfy a matching or cost-sharing requirement must be consistent with those paid for similar work in the organization. In those instances in which the required skills are not found in the recipient's organization, rates must be consistent with those paid for similar work in the labor market in which the recipient would compete for the kind of services involved. When an employer other than the recipient furnishes the services of an employee, the services must be valued at the employee's regular rate of pay. Only the amount representing an amount consistent with the function performed are allowable, e.g., if a doctor serves as a receptionist, only the amount that would be allowable for a receptionist is allowable as a contribution to the grant. Fringe benefits consistent with those that would be paid by the employing organization that are reasonable, allowable, and allocable may be included in the valuation.



# 7521 Budget Planner

7521 BUDGET (Headstart Admin)	\$1,131,904.00
ACTUAL SPENT	\$1,079,896.28
DIFFERENCE (over/under budget)	\$52,007.72

Appr. Code

Appr. Code	Budget	Actual	Diff	Balance
8FA	1120 - Regular Salaries & Wages	\$824,794.00	\$678,107.64	\$146,686.36
8FA	1130 - Other Salaries and Wages	\$0.00	\$6,541.98	\$6,541.98
8FA	1140 - Overtime	\$7,000.00	\$3,239.42	\$3,760.58
			\$0.00	\$0.00
			\$0.00	\$0.00
Total	\$831,794.00	\$687,889.04	\$143,904.96	\$141,867.45

Appr. Code	Budget	Actual	Diff	Balance
8FA	2110 - FICA Taxes	\$63,093.00	\$50,125.38	\$12,967.62
8FA	2120 - Retirement Contribution	\$62,025.00	\$53,106.23	\$8,918.77
8FA	2130 - Life & Health Insurance	\$173,400.00	\$115,933.78	\$57,466.22
8FA	2131 - HAS Contribution	\$1,800.00	\$0.00	\$1,800.00
8FA	2200 - Payments to OPEB Trust	\$7,892.00	\$8,959.00	-\$1,067.00
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
Total	\$308,210.00	\$228,124.39	\$80,085.61	\$47,612.48

Appr. Code	Budget	Actual	Diff	Balance
8FC	3125 - Indirect Costs	\$106,329.00	\$106,329.00	\$0.00
8FC	3410 - Local Travel	\$1,000.00	\$4,459.09	-\$3,459.09
8FC	3510 - Postage & Messenger Services	\$2,000.00	\$83.49	\$1,916.51
8FC	3530 - Toll Charges	\$150.00	\$230.53	-\$80.53
8FC	3610 - Rental of Equipment	\$5,600.00	\$2,846.76	\$2,753.24
8FC	3720 - Communications	\$3,000.00	\$3,710.13	-\$710.13
8FC	3820 - Maintenance of Equipment	\$2,567.00	\$5,389.20	-\$2,822.20
8FC	3910 - Graphic Reprod. Services	\$600.00	\$343.65	\$256.35
8FC	3179	\$6,700.00	\$6,868.30	-\$168.30
	3420 - Travel	\$1,150.00		\$1,150.00
Total	\$129,096.00	\$130,260.15	-\$1,164.15	

Revenue to date \$30.17

Appr. Code

Appr. Code	Budget	Actual	Diff	Balance
8FC	4010 - Dues and Memberships	\$9,395.00	\$9,094.00	\$301.00
8FC	4110 - Office Supplies	\$9,750.00	\$5,097.29	\$4,652.71
8FC	4115 - Miscellaneous Operating Supplies	\$3,000.00	\$326.48	\$2,673.52
8FC	4120 - Software < 1000	\$1,500.00	\$0.00	\$1,500.00
8FC	4121 - Computer Equipment < \$1000	\$1,020.00	\$1,429.75	-\$409.75
8FC	4123 - Equipment < \$1000	\$5,000.00	\$1,156.90	\$3,843.10
8FC	4112 Promotional Expenses	\$5,000.00	\$0.00	\$5,000.00
8FC	4418 - Educational Assist. Program	\$1,000.00	\$0.00	\$1,000.00
8FC	4422 - Scholarships - Awards - Benefits	\$559.00	\$1,481.10	-\$922.10
8FC	4482 - Self Insur. Property/casualty	\$11,480.00	\$11,480.00	\$0.00
8FC	4020	\$1,500.00	\$24.50	\$1,475.50
			\$0.00	\$0.00
			\$0.00	\$0.00
Total	\$49,204.00	\$30,090.02	\$19,113.98	

8FG

Appr. Code	Budget	Actual	Diff	Balance
8FG	6438 Computer	\$4,750.00	\$3,032.68	\$1,717.32
			\$0.00	\$0.00
			\$0.00	\$0.00
Total	\$4,750.00	\$3,032.68	\$1,717.32	

Appr. Code	Budget	Actual	Diff	Balance
			\$0.00	\$0.00
			\$0.00	\$0.00
			\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00	

Appr. Code	Budget	Actual	Diff	Balance
8FA	\$1,140,004.00	\$916,013.43	\$223,990.57	
8FA	\$106,329.00	\$106,329.00	\$0.00	
8FC	\$70,821.00	\$54,021.17	\$16,799.83	
8FG	\$4,750.00	\$3,032.68	\$1,717.32	



# 7522 Budget Planner

7522 BUDGET (Headstart Services)	\$10,000,454.00
ACTUAL SPENT	\$7,847,216.54
DIFFERENCE (over/under budget)	\$2,153,237.46

1000 - 1999			
	Budget	Actual	Difference
1120 - Regular Salaries & Wages	\$5,560,633.00	\$4,653,996.09	\$906,636.91
1130 - Other Salaries & Wages	\$75,900.00	\$69,688.47	\$6,211.53
1140 - Overtime	\$10,000.00	\$13,510.45	-\$3,510.45
			\$0.00
			\$0.00
			\$0.00
Total	\$5,646,533.00	\$4,737,195.01	\$909,337.99

2000 - 2999			
	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			
	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 Medical	\$13,500.00	\$0.00	\$13,500.00
3197 - Contract Svcs Not Oth Specified	\$16,500.00	\$28,389.72	-\$11,889.72
3350 - Other Insurance & Bonds	\$11,000.00	\$12,499.00	-\$1,499.00
3410 - Local Travel	\$10,000.00	\$9,253.38	\$746.62
3530 - Toll Charges	\$250.00	\$1,026.20	-\$776.20
3610 - Rental of Equipment	\$13,000.00	\$54,043.76	-\$43,043.76
3620 - Leases - Bldgs and Structures	\$150,172.00	\$231,272.13	-\$81,100.13
3710 - Utilities	\$40,000.00	\$36,449.32	\$3,550.68
3720 - Communications	\$45,000.00	\$31,776.11	\$13,223.89
3810 - Maint of Bldg Imp & Grounds	\$100,000.00	\$60,245.19	\$39,754.81
3820 - Maintenance of Equipment	\$35,000.00	\$23,528.58	\$11,471.42
3823 - Computer Maintenance	\$4,500.00	\$6,640.00	-\$2,140.00
3910 - Graphic Reproduction Services	\$10,000.00	\$0.00	\$10,000.00
3825 - Internal Fleet Management Charges	\$43,000.00	\$12,212.23	\$30,787.77
3520	\$10,000.00	\$13,950.00	-\$3,950.00
			\$0.00
Total	\$571,812.00	\$593,501.54	-\$21,689.54

OCPS  
\$86,321  
Pull Contract

look

4000 - 4999			
	Budget	Actual	Difference
4020 - Books, CDs, Videos & Subscriptions	\$20,000.00	\$13,710.25	\$6,289.75
4110 - Office Supplies	\$25,000.00	\$12,418.12	\$12,581.88
4115 - Miscellaneous Operating Supplies	\$75,000.00	\$66,602.00	\$8,398.00
4116 - Event Meal Reimbursements	\$3,000.00	\$3,444.00	-\$444.00
4120 - Software < \$1000	\$12,609.00	\$0.00	\$12,609.00
4121 - Computer Equipment < \$1000	\$54,580.00	\$52,090.23	\$2,489.77
4123 - Equipment < \$1000	\$25,000.00	\$4,995.45	\$20,004.55
4135 - Food & Dietary	\$282,788.00	\$221,311.41	\$61,476.59
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	#VALUE!	
			\$0.00
			\$0.00
Total	\$844,722.00	\$379,396.38	#VALUE!

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

6000 - 6999			
	Budget	Actual	Difference
6310 - Struct and Fac Other than Bldg	\$25,250.00	\$12,402.00	\$12,848.00
6410 - Equipment	\$49,750.00	\$9,125.96	\$40,624.04
6438 - Computer Equipment	\$4,500.00	\$1,475.00	\$3,025.00
6420 - Rolling Stock	\$25,000.00	\$0.00	\$25,000.00
			\$0.00
			\$0.00
			\$0.00
Total	\$104,500.00	\$133,002.96	-\$28,502.96

## 7524 Budget Planner

<b>7524 BUDGET (USDA SERVICES)</b>	<b>\$1,590,860.00</b>
<b>ACTUAL SPENT</b>	<b>\$1,177,043.59</b>
<b>DIFFERENCE (over/under budget)</b>	<b>\$413,816.41</b>
<b>Revenues In</b>	<b>\$996,118.77</b>
<b>Total Inc/Def</b>	<b>(\$180,924.82)</b>

1000 - 1999			
	Budget	Actual	Difference
1120 - Regular Salaries & Wages	\$161,794.00	\$114,781.81	\$47,012.19
1140	\$100.00	\$53.78	\$46.22
			\$0.00
			\$0.00
<b>Total</b>	<b>\$161,894.00</b>	<b>\$114,835.59</b>	<b>\$47,058.41</b>

2000 - 2999			
	Budget	Actual	Difference
2110 - FICA Taxes	\$12,570.00	\$8,203.18	\$4,366.82
2120 - Retirement Contribution	\$12,355.00	\$8,646.88	\$3,708.12
2130 - Life and Insurance	\$81,600.00	\$48,825.58	\$32,774.42
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
<b>Total</b>	<b>\$111,061.00</b>	<b>\$621.00</b>	<b>\$41,393.36</b>

3000 - 3999			
	Budget	Actual	Difference
3170 - Janitorial Svc & Supply	\$1,000.00	\$1,948.89	-\$948.89
			\$0.00
			\$0.00
<b>Total</b>	<b>\$1,000.00</b>	<b>\$1,948.89</b>	<b>-\$948.89</b>

Revenue to date \$292,114.53

4000 - 4999			
Object Code	Budget	Actual	Difference
4115 - Miscellaneous Operating Supplies	\$16,995.00	\$4,886.24	\$12,108.76
			\$0.00
			\$0.00
4130 - Household & Kitchen Supplies	\$2,005.00	\$2,702.92	-\$697.92
4135 - Food & Dietary	\$1,305,000.00	\$978,438.31	\$326,561.69
4482 - Self Insurance Property/ Casualty	\$4,564.00	\$4,564.00	\$0.00
			\$0.00
<b>Total</b>	<b>\$1,328,564.00</b>	<b>\$990,591.47</b>	<b>\$337,972.53</b>

5000 - 5999			
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>

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>

\*4123- Shipping

# 7523 Budget Planner

<b>7523 BUDGET (USDA Admin)</b>	<b>\$176,600.00</b>
<b>ACTUAL SPENT</b>	<b>\$129,643.67</b>
<b>DIFFERENCE (over/under budget)</b>	<b>\$46,956.33</b>

1000 - 1999			
	Budget	Actual	Difference
1120 - Regular Salaries & Wages	\$114,615.00	\$93,357.54	\$21,257.46
1140 - Overtime	\$500.00	\$238.41	\$238.41
			\$0.00
			\$0.00
<b>Total</b>	<b>\$115,115.00</b>	<b>\$93,595.95</b>	<b>\$21,495.87</b>

2000 - 2999			
	Budget	Actual	Difference
2110 - FICA Taxes	\$8,767.00	\$6,913.30	\$1,853.70
2120 - Retirement Contribution	\$8,619.00	\$7,091.44	\$1,527.56
2130 - Life and Insurance	\$30,600.00	\$9,930.98	\$20,669.02
2131 - HAS. Contribution	\$300.00	\$0.00	\$300.00
2200 - Payments to OPEB Trust	\$1,326.00	\$1,497.00	-\$171.00
			\$0.00
<b>Total</b>	<b>\$49,612.00</b>	<b>\$25,432.72</b>	<b>\$24,179.28</b>

3000 - 3999			
	Budget	Actual	Difference
3125 - Indirect Costs	\$6,543.00	\$6,543.00	\$0.00
3410 - Local Travel	\$1,000.00	\$794.06	\$205.94
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
<b>Total</b>	<b>\$8,573.00</b>	<b>\$7,337.06</b>	<b>\$1,235.94</b>

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
<b>Total</b>	<b>\$5,641.00</b>	<b>\$3,277.94</b>	<b>\$2,363.06</b>

5000 - 5999			
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>

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>

## 7527 Budget Planner

7527 BUDGET (Medical/Dental/LPN)	\$288,537.00
ACTUAL SPENT	\$175,656.65
DIFFERENCE (over/under budget)	\$112,880.35

		1000 - 1999			Projected
Appr.Code		Budget	Actual	Difference	
8FV	1120 - Regular Salaries & Wages	\$137,357.00	\$95,256.81	\$42,100.19	\$ 22,763.79
8FV	1140 - Overtime	\$1,000.00	\$1,553.00	-\$553.00	
8FV	1130 - Other Salaries and Wages	\$1,700.00	\$1,207.00	\$493.00	
				\$0.00	
				\$0.00	
	<b>Total</b>	<b>\$140,057.00</b>	<b>\$98,016.81</b>	<b>\$42,040.19</b>	

2000-2999				
	Group	Rate	Difference	
8FV	2110 - FICA Taxes	\$10,508.00	\$7,180.18	\$3,327.82
8FV	2120 - Retirement Contribution	\$9,972.00	\$7,343.48	\$2,628.52
8FV	2130 - Life and Insurance	\$39,100.00	\$19,594.08	\$19,505.92
8FV	2131 - HAS. Contribution	\$400.00	\$0.00	\$400.00
				\$0.00
				\$0.00
	<b>Total</b>	<b>\$59,980.00</b>	<b>\$34,117.74</b>	<b>\$25,862.26</b>

		3000 - 3999		
	Budget	Actual	Difference	Projected
8FW	3195 - Contract Services-Medical	\$17,500.00	\$10,126.34	\$7,373.66
8FW	3179 - Contract Service - Employmt. Agent	\$10,000.00	\$17,985.00	\$-7,985.00
8FW	3197 - Contract Svcs Not Oth Specified	\$30,000.00	\$110.00	\$29,890.00
8FW	3410 - Local Travel	\$4,000.00	\$934.95	\$3,065.05
8FW	3720 - Communications	\$5,000.00	\$858.61	\$4,141.39
8FW	3530	\$100.00	\$26.65	\$73.35
				\$0.00
				\$0.00
<b>Total</b>		<b>\$66,600.00</b>	<b>\$30,041.55</b>	<b>\$36,558.45</b>

Appr. Code	4000 - 4999			
	Object Code	Budget	Actual	Difference
8FW	4110 - Office Supplies	\$2,000.00	\$761.82	🟢 \$1,238.18
8FW	4115 - Miscellaneous Operating Supplies	\$5,000.00	\$5,509.94	🔴 \$509.94
8FW	4121 - Computer Equipment < \$1000	\$2,000.00	\$1,760.00	🟢 \$240.00
8FW	4123 - Equipment < \$1000	\$2,000.00	\$120.99	🟢 \$1,879.01
8FW	4143 - Medical & Surgical	\$8,350.00	\$5,208.12	🟢 \$3,141.88
8FW	4418 - Educational Assist. Program	\$500.00	\$0.00	🟢 \$500.00
8FW	4450 - Parent Activity Fund	\$500.00	\$0.00	🟢 \$500.00
8FW	4020	\$1,500.00	\$0.00	🟢 \$1,500.00
8FW	4175	\$150.00	\$119.68	🟢 \$30.32
				🟢 \$0.00
	<b>Total</b>	<b>\$22,000.00</b>	<b>\$13,480.55</b>	🟢 <b>\$8,519.45</b>

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

Appropriation Unit	Budget	Expenses	Remaining
8FV	\$200,037.00	\$132,134.55	\$67,902.45
8FW	\$88,600.00	\$43,522.10	\$45,077.90



# 7526 Budget Planner

<b>7526 BUDGET (Disabilities)</b>	<b>\$507,496.00</b>
<b>ACTUAL SPENT</b>	<b>\$396,728.70</b>
<b>DIFFERENCE (over/under budget)</b>	<b>\$110,767.31</b>

Appr. Code	1000 - 1999	Budget	Actual	Difference	Projected
8FI	1120 - Regular Salaries & Wages	\$202,556.00	\$168,497.00	\$34,059.00	\$ 28,233.00
8FI	1130 - Other Salaries & Wages	\$30,000.00	\$9,547.20	\$20,452.80	
8FI	1140 - Overtime (Lourdes Ramos 10/22 -Emergency)	\$0.00	\$599.76	-\$599.76	
				\$0.00	
	<b>Total</b>	<b>\$232,556.00</b>	<b>\$178,643.96</b>	<b>\$53,912.04</b>	

Appr. Code	2000 - 2999	Budget	Actual	Difference	Projected
8FI	2110 - FICA Taxes	\$15,494.00	\$12,547.52	\$2,946.48	\$ 1,883.39
8FI	2120 - Retirement Contribution	\$15,232.00	\$12,794.88	\$2,437.12	\$ 2,236.05
8FI	2130 - Life and Insurance	\$40,800.00	\$35,806.08	\$4,993.93	\$ 8,386.25
8FI	2131 - HAS. Contribution	\$600.00	\$0.00	\$600.00	
8FI	2200 - Payments to OPEB Trust	\$1,754.00	\$2,488.00	-\$734.00	
				\$0.00	
	<b>Total</b>	<b>\$73,880.00</b>	<b>\$63,636.48</b>	<b>\$10,243.53</b>	

Appr. Code	3000 - 3999	Budget	Actual	Difference
8FK	3195 - Contract Services Medical	\$57,000.00	\$100,685.00	-\$43,685.00
8FK	3275 - ** Medical Services	\$99,370.00	\$0.00	\$99,370.00
8FK	3410 - Local Travel	\$5,000.00	\$2,520.29	\$2,479.71
8FK	3530	\$50.00	\$61.10	-\$11.10
8FK	3720 - Communications	\$1,250.00	\$953.64	\$296.36
	<b>Total</b>	<b>\$162,670.00</b>	<b>\$104,220.03</b>	<b>\$58,449.97</b>

Appr. Code	4000 - 4999	Object Code	Budget	Actual	Difference
8FK	4020 - Books, CDs, Videos & Subscriptions		\$5,000.00	\$2,289.90	\$2,710.10
8FK	4110 - Office Supplies		\$3,000.00	\$0.00	\$3,000.00
8FK	4115 - Miscellaneous Operating Supplies		\$3,750.00	\$22,049.18	-\$18,299.18
8FK	4418 - Educational Assist. Program		\$1,000.00	\$0.00	\$1,000.00
8FK	4482 - Self Insur. Prop/Casualty		\$5,060.00	\$5,060.00	\$0.00
8FK	4143		\$630.00	\$599.15	\$30.85
8FK	4121		\$1,800.00	\$1,760.00	\$40.00
	<b>Total</b>		<b>\$20,240.00</b>	<b>\$31,758.23</b>	<b>-\$11,518.23</b>

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

Appr. Code	6000 - 6999	Object Code	Budget	Actual	Difference
7FJ	6410		\$20,000.00	\$18,470.00	\$1,530.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
	<b>Total</b>		<b>\$20,000.00</b>	<b>\$18,470.00</b>	<b>\$1,530.00</b>

Appropriation Unit	Budget	Expenses	Remaining
8FI	\$306,436.00	\$242,280.44	\$64,155.57
8FK	\$181,110.00	\$135,978.26	\$45,131.74
7FJ	\$20,000.00	\$18,470.00	\$1,530.00

# 7528 Budget Planner

7528 BUDGET (Family Service Work)	\$1,388,962.00
ACTUAL SPENT	\$1,128,137.36
DIFFERENCE (over/under budget)	\$260,824.64

Appr. Code

8FX

8FX

8FX

1000 - 1999			
	Budget	Actual	Difference
1120 - Regular Salaries & Wages	\$933,988.00	\$797,913.04	\$136,074.96
1130 - Other Salaries & Wages	\$10,000.00	\$0.00	\$10,000.00
1140 - Overtime	\$5,000.00	\$18,035.31	-\$13,035.31
			\$0.00
			\$0.00
			\$0.00
<b>Total</b>	<b>\$948,988.00</b>	<b>\$815,948.35</b>	<b>\$133,039.65</b>

Projected

\$ 177,203.03

8FX

8FX

8FX

8FX

2000-2999			
	Budget	Actual	Difference
2110 - FICA Taxes	\$71,450.00	\$58,878.06	\$12,571.94
2120 - Retirement Contribution	\$67,808.00	\$61,417.28	\$6,390.72
2130 - Life and Insurance	\$255,000.00	\$178,555.37	\$76,444.63
2131	\$2,500.00	\$0.00	\$2,500.00
			\$0.00
			\$0.00
<b>Total</b>	<b>\$396,758.00</b>	<b>\$298,850.71</b>	<b>\$97,907.29</b>

\$ 13,214.84

\$ 14,523.08

\$ 39,130.97

8FY

8FY

8FY

3000 - 3999			
	Budget	Actual	Difference
3410 - Local Travel	\$5,000.00	\$2,355.39	\$2,644.61
3720 - Communications	\$8,000.00	\$1,994.79	\$6,005.21
3530 -	\$100.00	\$128.51	-\$28.51
			\$0.00
<b>Total</b>	<b>\$13,100.00</b>	<b>\$4,478.69</b>	<b>\$8,621.31</b>

Appr. Code

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	\$4,950.86	\$2,049.14
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	\$271.31	\$1,728.69
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
<b>Total</b>	<b>\$30,216.00</b>	<b>\$8,859.61</b>	<b>\$21,356.39</b>

1900

0

5000 - 5999			
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>

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

Appropriation Unit	Budget	Expenses	Remaining
8FX	\$1,345,746.00	\$1,114,799.06	\$230,946.94
8FY	\$43,316.00	\$13,338.30	\$29,977.70

7525 BUDGET (Training)	\$122,891.00
ACTUAL SPENT	\$112,983.78
DIFFERENCE (over/under budget)	\$9,907.22

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	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00

3000 - 3999			
Object Code	Budget	Actual	Difference
3185 - Contractual Service - Training	\$13,070.00	\$23,499.00	\$12,429.00
3420 - Out of County Travel	\$17,700.00	\$23,121.44	\$5,421.44
3610 - Rental of Equipment	\$3,000.00	\$3,095.90	\$95.90
3620 - Leases - Bldgs & Structures	\$2,000.00	\$4,880.00	\$2,880.00
3910 - Graphics Reprod. Services	\$1,000.00	\$0.00	\$1,000.00
3197 - Contract	\$5,000.00	\$9,325.00	\$4,325.00
			\$0.00
			\$0.00
Total	\$37,770.00	\$61,921.34	\$24,151.34

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	\$33,666.43	\$29,883.57
4040 - License and Certification fees	\$1,000.00	\$5,825.00	\$4,825.00
4110 - Office Supplies (Excluding printing)	\$2,771.00	\$563.82	\$2,207.18
4115 - Miscellaneous Operating Supplies	\$2,000.00	\$0.00	\$2,000.00
4116 - Event Meal Reimbursements	\$4,500.00	\$1,061.09	\$3,438.91
4418 - Educational Assist. Program	\$10,300.00	\$9,946.10	\$353.90
			\$0.00
			\$0.00
Total	\$85,121.00	\$51,062.44	\$34,058.56

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

08/01/2017 PAGE: 1  
 ORANGE COUNTY  
 Department 062  
 FY 2017 Monthly Expense Report  
 For the selected Department and Unit, by Object and Appropriation

Through 08/01/2017

FUND: 8299 DEPT: 062 UNIT: 7538

	OBJECT	APPR	OBJECT NAME	CURRENT BUDGET	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	PRE-ENCUM. AMOUNT	ENCUM. 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	\$ 42,543.41	\$ 35,397.01	\$ 115,588.14	\$ 105,297.90	\$ 94,206.70	\$ -	\$ -	\$ 547,714.13	\$ 148,635.87	78.66
	2110	7EA	FICA TAXES	\$ 53,673.00	\$ -	\$ -	\$ 5,782.96	\$ 2,812.91	\$ 2,655.23	\$ 3,076.21	\$ 2,543.13	\$ 8,351.16	\$ 7,613.25	\$ 6,850.07	\$ -	\$ -	\$ 39,684.92	\$ 13,988.08	73.94
	2120	7EA	RETIREMENT CONTRIBUTION	\$ 52,295.00	\$ -	\$ -	\$ 6,038.87	\$ 2,944.16	\$ 2,792.63	\$ 3,236.68	\$ 2,722.53	\$ 8,882.89	\$ 8,095.96	\$ 7,226.67	\$ -	\$ -	\$ 41,940.39	\$ 10,354.61	80.20
	2130	7EA	LIFE and HEALTH INSURANCE	\$ 170,857.00	\$ -	\$ -	\$ 19,330.20	\$ 9,701.13	\$ 9,431.19	\$ 11,156.73	\$ 9,994.83	\$ 31,963.20	\$ 29,401.45	\$ 25,767.73	\$ -	\$ -	\$ 146,746.46	\$ 24,110.54	85.89
	2150	7EA	UNEMPLOYMENT COMPENSATION	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,012.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,012.00)	\$ 3,012.00	-50.60
OBJECT CATEGORY 1				\$ 975,175.00	\$ -	\$ -	\$ 110,512.52	\$ 54,122.83	\$ 51,534.90	\$ 59,001.03	\$ 50,657.50	\$ 164,785.39	\$ 150,408.56	\$ 134,051.17	\$ -	\$ -	\$ 775,073.90	\$ 200,101.10	79.48
2	3125	7EB	INDIRECT COSTS	\$ 42,498.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 42,498.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 42,498.00	\$ -	100.00
	3185	7EC	CONTRACT SVC-TRAINING	\$ 1,300.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,300.00	.00
	3410	7EC	LOCAL TRAVEL	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12.46	\$ -	\$ 63.28	\$ 25.37	\$ -	\$ -	\$ -	\$ 101.11	\$ 398.89	20.22
	3530	7EC	TOLL CHARGES	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100.00	.00
	4020	7EC	BOOKS, COMPACT DISKS, VIDEOS, AND SUBSCRIPTIONS	\$ 476.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 476.00	.00
	4030	7EC	TRAINING AND EDUCATIONAL COST	\$ 200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 190.00	\$ -	\$ -	\$ 190.00	\$ 10.00	95.00
	4110	7EC	OFFICE SUPPLIES (NOT INCLUDING PRINTING)	\$ 5,400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 124.33	\$ 239.27	\$ -	\$ 92.78	\$ -	\$ -	\$ 456.38	\$ 4,943.62	8.45
	4115	7EC	MISCELLANEOUS OPERATING SUPPLIES	\$ 7,880.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,880.00	.00
	4123	7EC	EQUIPMENT LESS THAN \$1000	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 96.59	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 96.59	\$ 4,903.41	1.93
	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	\$ -	\$ 42,510.46	\$ 220.92	\$ 302.55	\$ 25.37	\$ 282.78	\$ -	\$ -	\$ 44,434.08	\$ 19,081.92	69.96
*TOTAL UNIT_CD 7538				\$ 1,038,691.00	\$ -	\$ -	\$ 110,512.52	\$ 55,214.83	\$ 51,534.90	\$ 101,511.49	\$ 50,878.42	\$ 165,087.94	\$ 150,433.93	\$ 134,333.95	\$ -	\$ -	\$ 819,507.98	\$ 219,183.02	78.90
TOTAL				\$ 1,038,691.00	\$ -	\$ -	\$ 110,512.52	\$ 55,214.83	\$ 51,534.90	\$ 101,511.49	\$ 50,878.42	\$ 165,087.94	\$ 150,433.93	\$ 134,333.95	\$ -	\$ -	\$ 819,507.98	\$ 219,183.02	78.90



CH Full Name	Comp Supp Name	Item Total	Placeholde	GL: FUND	GL: DEPT	GL: UNIT_	GL: OBJ	GL: HOMEFUND
DEONARINE, VIDYA D	LAKESHORE LEARNING	\$1,400.00	7/12/2017	0001	062	7529	4110	HEAD0001
DEONARINE, VIDYA D	LAKESHORE LEARNING	\$97.00	7/12/2017	7007	062	7522	4110	HEAD0001
FLORES, DAISY	PAYPAL HENRYHANDFO	\$920.00	7/10/2017	7007	062	7522	4020	HEAD0001
FLORES, DAISY	SCHOOL NURSE SUPPLY INC	\$819.10	7/10/2017	7007	062	7527	4115	HEAD0001
FLORES, DAISY	TARGET.COM	\$18.99	7/21/2017	7007	062	7524	4115	HEAD0001
FLORES, DAISY	TARGET.COM	\$132.93	7/21/2017	7007	062	7527	4115	HEAD0001
FLORES, DAISY	TARGET.COM	\$199.90	7/21/2017	7007	062	7522	4115	HEAD0001
FLORES, DAISY	TARGET.COM	\$272.79	7/28/2017	7007	062	7522	4115	HEAD0001
FLORES, DAISY	WAL-MART #1084	\$69.44	7/31/2017	7007	062	7522	4115	HEAD0001
FLORES, DAISY	TARGET.COM	\$23.49	7/28/2017	7007	062	7522	4123	HEAD0001
FLORES, DAISY	TARGET.COM	\$516.78	7/31/2017	7007	062	7522	4123	HEAD0001
FLORES, DAISY	THE WEBSTAURANT STORE	\$742.70	7/19/2017	7407	062	7524	4130	HEAD0001
FLORES, DAISY	WALMART.COM	\$319.74	7/27/2017	7007	062	7522	4135	HEAD0001
FLORES, DAISY	TARGET.COM	\$5.00	7/12/2017	7007	062	7527	4143	HEAD0001
FLORES, DAISY	TARGET.COM	\$184.14	7/12/2017	7007	062	7527	4143	HEAD0001
FLORES, DAISY	TARGET.COM	\$349.96	7/12/2017	7007	062	7527	4143	HEAD0001
FLORES, DAISY	SCHOOL NURSE SUPPLY INC	\$939.21	7/24/2017	7007	062	7527	4143	HEAD0001
FORE, ANGELA M	FLORIDA PUBLIC HEALTH ASS	\$315.00	7/17/2017	7007	062	7525		HEAD0001
FORE, ANGELA M	HILTON TAMPA	\$272.00	7/20/2017	7007	062	7525		HEAD0001
FORE, ANGELA M	HILTON TAMPA	\$272.00	7/20/2017	7007	062	7525		HEAD0001
FORE, ANGELA M	HILTON TAMPA	\$272.00	7/20/2017	7007	062	7525		HEAD0001
FORE, ANGELA M	HILTON GARDEN INNS	\$727.77	7/31/2017	7007	062	7525		HEAD0001
FORE, ANGELA M	NEMOUR'S OFFICE OF CME	\$39.00	8/1/2017	7007	062	7525		HEAD0001
GRULLON, JULIO	THE HOME DEPOT	\$49.66	7/20/2017	7006	062	7521		HEAD0001
GRULLON, JULIO	THE HOME DEPOT	\$220.37	7/28/2017	7006	062	7521		HEAD0001
GRULLON, JULIO	AOPKA ACE HDW/LBR	\$12.98	7/31/2017	7006	062	7521		HEAD0001
GRULLON, JULIO	IN GOTCHA GRAPHICS,	\$467.50	7/14/2017	7007	062	7522	3810	HEAD0001
GRULLON, JULIO	ALLEN LOCK COMPANY	\$7.00	7/6/2017	7007	062	7522	4110	HEAD0001
GRULLON, JULIO	THE HOME DEPOT	\$71.92	7/10/2017	7007	062	7522	4110	HEAD0001
GRULLON, JULIO	THE HOME DEPOT	\$46.94	7/17/2017	7007	062	7522	4110	HEAD0001
GRULLON, JULIO	THE HOME DEPOT	\$29.97	7/19/2017	7007	062	7522	4110	HEAD0001
GRULLON, JULIO	SHERWIN WILLIAMS	\$33.39	7/19/2017	7007	062	7522	4110	HEAD0001
GRULLON, JULIO	THE HOME DEPOT	\$188.82	7/10/2017	7007	062	7522	4115	HEAD0001
GRULLON, JULIO	THE HOME DEPOT	\$51.36	7/17/2017	7007	062	7522	4115	HEAD0001
GRULLON, JULIO	THE HOME DEPOT	\$75.89	7/19/2017	7007	062	7522	4115	HEAD0001
GRULLON, JULIO	ALLEN LOCK COMPANY	\$106.65	7/20/2017	7007	062	7522	4115	HEAD0001
JOHNSON, JUNE	OFFICEMAX/OFFICEDEPT#6876	\$14.75	7/17/2017	7007	062	7522	4110	HEAD0001
JOHNSON, JUNE	OFFICE DEPOT	\$14.01	7/17/2017	7007	062	7521	4110	HEAD0001
JOHNSON, JUNE	OFFICEMAX/OFFICEDEPT#6876	\$70.13	7/17/2017	7007	062	7521	4110	HEAD0001

JOHNSON, JUNE	OFFICE DEPOT	\$9.99	7/19/2017	7007	062	7527	4110	HEAD0001
JOHNSON, JUNE	OFFICEMAX/OFFICEDEPT#6876	\$235.91	7/20/2017	7007	062	7526	4110	HEAD0001
JOHNSON, JUNE	OFFICEMAX/OFFICEDEPT#6876	\$235.90	7/20/2017	7007	062	7527	4110	HEAD0001
JOHNSON, JUNE	OFFICEMAX/OFFICEDEPT#6876	\$567.69	7/20/2017	7007	062	7526	4110	HEAD0001
JOHNSON, JUNE	OFFICE DEPOT	\$71.20	7/20/2017	7007	062	7526	4110	HEAD0001
JOHNSON, JUNE	OFFICE DEPOT	\$113.49	7/20/2017	7007	062	7526	4110	HEAD0001
JOHNSON, JUNE	OFFICEMAX/OFFICEDEPT#6876	\$178.68	7/21/2017	7007	062	7527	4110	HEAD0001
JOHNSON, JUNE	OFFICE DEPOT	\$2.99	7/24/2017	7007	062	7522	4110	HEAD0001
JOHNSON, JUNE	OFFICE DEPOT	\$273.76	7/24/2017	7007	062	7522	4110	HEAD0001
JOHNSON, JUNE	OFFICEMAX/OFFICEDEPT#6876	\$129.27	7/20/2017	7007	062	7526	4123	HEAD0001
MOORE SANDRA	PUBLIX #436	\$18.76	7/6/2017					HEAD0001
MOORE SANDRA	OFFICE DEPOT	\$19.30	7/10/2017					HEAD0001
MOORE SANDRA	OFFICEMAX/OFFICEDEPT#6876	\$415.51	7/10/2017					HEAD0001
MOORE SANDRA	OFFICEMAX/OFFICEDEPT#6876	\$300.90	7/10/2017					HEAD0001
MOORE SANDRA	OFFICEMAX/OFFICEDEPT#6876	\$63.57	7/10/2017					HEAD0001
MOORE SANDRA	OFFICEMAX/OFFICEDEPT#6876	\$278.62	7/10/2017					HEAD0001
MOORE SANDRA	USPS PO 1169260806	\$2.67	7/12/2017					HEAD0001
MOORE SANDRA	OFFICEMAX/OFFICEDEPT#6876	\$239.94	7/12/2017					HEAD0001
MOORE SANDRA	INCREDIBLE YEARS,	\$1,356.91	7/21/2017					HEAD0001
MOORE SANDRA	OFFICEMAX/OFFICEDEPT#6876	\$159.94	7/24/2017					HEAD0001
MOORE SANDRA	OFFICE DEPOT	\$274.15	7/24/2017					HEAD0001
MOORE SANDRA	GRAYBAR ELECTRIC COMPANY	\$133.68	7/24/2017					HEAD0001
MOORE SANDRA	OFFICE DEPOT	\$459.58	7/24/2017					HEAD0001
MOORE SANDRA	OFFICE DEPOT	\$1,204.99	7/24/2017					HEAD0001
MOORE SANDRA	OFFICE DEPOT	\$68.87	7/24/2017					HEAD0001
MOORE SANDRA	PUBLIX #27	\$42.10	7/24/2017					HEAD0001
MOORE SANDRA	OFFICE DEPOT	\$164.63	7/26/2017					HEAD0001
MOORE SANDRA	OFFICE DEPOT	\$57.52	7/26/2017					HEAD0001
MOORE SANDRA	CDW GOVT #JPH1728	\$76.00	7/26/2017					HEAD0001
MOORE SANDRA	OFFICE DEPOT	\$229.93	7/26/2017					HEAD0001
MOORE SANDRA	OFFICE DEPOT	\$49.98	7/27/2017					HEAD0001
MOORE SANDRA	OFFICE DEPOT	\$451.52	7/27/2017					HEAD0001
MOORE SANDRA	OFFICE DEPOT	\$186.31	7/27/2017					HEAD0001
MOORE SANDRA	OFFICE DEPOT	\$42.22	7/27/2017					HEAD0001
MOORE SANDRA	OFFICE DEPOT	\$36.12	7/27/2017					HEAD0001
MOORE SANDRA	OFFICE DEPOT	\$149.94	7/27/2017					HEAD0001
MOORE SANDRA	OFFICE DEPOT	\$15.84	7/27/2017					HEAD0001
MOORE SANDRA	OFFICEMAX/OFFICEDEPT#6876	\$15.84	7/27/2017					HEAD0001
MOORE SANDRA	OFFICE DEPOT	\$1,041.05	7/31/2017					HEAD0001
MOORE SANDRA	PUBLIX #436	\$62.61	7/31/2017					HEAD0001

MOORE, SANDRA	OFFICEMAX/OFFICEDEPT#6876	\$207.96	7/31/2017				HEAD0001
ORLEMAN, EILEEN	TEACHSTONE	\$200.00	7/12/2017 0001	062	7521		HEAD0001
ORLEMAN, EILEEN	LAMINATOR.COM	\$223.52	7/19/2017 0001	062	7521		HEAD0001
ORLEMAN, EILEEN	TEACHSTONE	\$100.00	7/19/2017 0001	062	7521		HEAD0001
ORLEMAN, EILEEN	TEACHSTONE	\$100.00	7/26/2017 0001	062	7521		HEAD0001
RIVERA, LIMARYS	DICK'S SPORTING GOODS	\$8.96	7/31/2017 7009	062	7522		HEAD0001
RIVERA, LIMARYS	LAKESHORE LEARNING MATER	\$1,097.37	7/31/2017 7009	062	7522		HEAD0001
SHEIKH, SHAMIN	ITIN SCALE CO	\$949.50	7/26/2017 7007	062	7527	4123	HEAD0001
SHEIKH, SHAMIN	ITIN SCALE CO	\$523.20	7/26/2017 7007	062	7527	4123	HEAD0001

Interoffice Memorandum



AGENDA ITEM

June 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  
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 July 18, 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	June 2017
Head Start Policy Council Meeting Minutes	May 18, 2017

**ACTION REQUESTED: Receipt and filing of Head Start Policy Council Program Information and Updates June 2017 and Head Start Policy Council Meeting Minutes May 18, 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

*Monthly Report to Head Start Policy Council*

**Nutrition: JULY 2017**

Number of breakfasts served	
Number of lunches served	
Number of snacks served	
Number of meals reimbursed by USDA	
Number of meals disallowed for reimbursement	
Number of children evaluated for nutritional concerns	644
Number of children receiving nutritional education and further care	33
Number of monitoring visits to ensure compliance with USDA Regulations	
Number of monitoring visits requiring a corrective action plan	
Number of nutritional activities conducted (ALL CLASSROOMS)	
Types of nutritional activities conducted	

## DISABILITIES/MENTAL HEALTH REPORT

JULY 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: Total the same as June 2017, due to no program operations at center level during July 2017.

## MEDICAL/DENTAL MONTHLY REPORT

JULY 2017

One thousand and sixty-four (1,064) health status evaluations were performed during the month of July 2017.

Two hundred and eighty-seven (287) updated Physical Exam reviewed during the month of July 2017.

Seven hundred and sixty-nine (769) immunization records were evaluated for compliance during the month of July 2017.

Two hundred and seventy (270) blood test results were reviewed during the month of July 2017.

Five hundred and seventy-five (575) dental exams were reviewed during the month of July 2017. Out of these, one hundred and twenty-one (121) children were diagnosed as needing dental treatment.

Fifty-five (55) Verifications of Dental treatment completed were received for July 2017.

Three hundred and seventy-two (372) parent contacts were initiated regarding health concerns in children during the month of July 2017.

Eighty-eight (88) health action plans were developed and discussed with Head Start staff and parents during the month of July 2017.

Technical assistance provided to nine (9) Head Start teaching staff during July 2017.

Sixteen (16) Physician Medication Orders were received, evaluated, and reviewed with staff. Medication information and administration technique training was provided as needed.

## Orange County Head Start

### Parent Family and Community Engagement 2016-2017

#### *Monthly Report: July 2017*

- Zero (0) children were enrolled in the Head Start Program for the month of July 2017. (School is out)
- One hundred fifty one (151) children are on the Waiting List 2017-2018.
- Zero (0) Attendance home visits
- Zero (0) families received Crisis/Emergency Assistance.
- Zero (0) parents received Educational Services.
- Zero (0) Health Services Follow ups were done by Community Service Worker.
- Fifteen (15) families were referred for family services.
- Zero (0) were provided families services
- Zero (0) Parent Meetings were held this month.
- Zero (0) Fatherhood Activities was held this month.
- Zero (0) Parents Trainings were held this month.



# ORANGE COUNTY HEAD START 2017-2018

PARENT, FAMILY AND COMMUNITY ENGAGEMENT

ERSEA REPORT

MONTH: July

YEAR: 2017

Sites	Funded Enrollment	Monthly Enrollment (Accepted)	10% IEP	Drops YTD	Waiting List	Monthly New Applications	Monthly Attendance
Aloma	37*	37			3	0	
Bithlo	30	30			2	0	
Callahan	49	49			7	6	
Denton Johnson	35	35			10	2	
Dover Shores*	68	68			7	14	
East Orange	140	138			6	5	
Engelwood	56*	56			6	1	
Evans	13	13			2	2	
Frontline	69*	18			1	2	
Hal P Marston	102*	102			6	10	
John Bridges*	120*	120			3	13	
Lila Mitchell	70	70			17	5	
Maxey	40	40			4	4	
McCoy*	34	34			0	10	
Pine Hills	200	200			25	20	
SO YMCA	60	61			10	8	
Southwood	120	120			18	5	
Taft	120	120			6	1	
Three Points*	34	34			0	11	
Ventura	20	18			3	0	
WS ELC	85	85			5	6	
WS Elementary	34	34			2	0	
<b>OCHS Total</b>	<b>1536</b>	<b>1528</b>			<b>152</b>	<b>125</b>	

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

\* Selections on August 2017

\*\* Changes on Funded Enrollment for 2017-18

## Recruitment Efforts

Site	#Recruitment Efforts	Summary
Aloma		
Bithlo		Bithlo Back to School and Community Wellness Fair with Commissioner Bonilla
Callahan		OCPS Community and District Resources Expo at the Parent Engagement Liaison Summit
Denton Johnson		
Dover Shores		
East Orange		
Engelwood		Family Fun Fair Engelwood Neighborhood Center with Tony Ortiz Orlando City Commissioner District 2
Evans		
Frontline		
Hal P Marston		Community Wellness Fair with Commissioner Victoria Siplin
John Bridges		
Lila Mitchell		
Maxey		
McCoy		
Pine Hills		
South Orlando YMCA		
Southwood		
Taft		Pass Flyers "Movie in the Gym" Meadow Woods Recreation Center
Three Points		Pass Flyers and Canvassing in the Community (South Golden Road and South Semoran)
Ventura		
W. Shores Elementary		
Washington Shores ELC		



**ORANGE COUNTY HEAD START  
SCHOOL CALENDAR  
2017-2018**



DAY	DATE	EVENT/ACTIVITY
Monday	August 14, 2017	First Day of School for Students
Thursday	August 24, 2017	August Policy Council Meeting
Monday	September 4, 2017	Labor Day Holiday
Friday	September 15, 2017	1 <sup>st</sup> Family Needs Assessments Are Due
Wednesday	September 20, 2017	PFCE Advisory Committee Meeting
Thursday	September 28, 2017	Policy Council Changing of the Guard
All Month	October	Head Start Awareness Month
Saturday	October 14, 2017	Program Governance Training
Monday	October 16, 2017	Student Holiday/Teacher Workday
Wednesday	October 18, 2017	School Readiness Committee Meeting
Friday	October 27, 2017	Student Holiday/Teacher Workday
Friday	November 10, 2017	Health Service Advisory Committee Meeting
Monday-Wednesday	November 20-24, 2017	Teacher Workday Student Holiday
Thursday-Friday	November 23-24, 2017	Thanksgiving Holiday
Friday	December 22, 2017	Student Holiday/Teacher Workday
Two Weeks	December 25, 2017-January 5, 2018	Winter Break/Student Holiday
All Month	January	Enrollment Updates for Returning Children
Monday	January 8, 2018	Students Return
Monday	January 15, 2018	Martin L. King Holiday
Monday-Friday	January 22-26, 2018	Guest Readers Week
Tuesday	January 23, 2018	School Readiness Committee Meeting
Thursday	February 1, 2018	2 <sup>nd</sup> Family Needs Assessments Are Due
3 Months	February - April	Open Enrollment (New Applicants)
Friday	February 16, 2018	Parent Training Institute (PTI)
Monday	February 19, 2018	Presidents' Day/Student Holiday
Wednesday	February 21, 2018	PFCE Advisory Committee Meeting
Thursday	March 15, 2018	Health Service Advisory Committee Meeting
Friday	March 16, 2018	Student Holiday/Teacher Workday
Monday-Friday	March 19-23, 2018	Spring Break
Monday-Friday	April 16-20, 2018	Week of the Young Child
Tuesday	May 1, 2018	3 <sup>rd</sup> Family Needs Assessments Are Due
Monday	May 28, 2018	Memorial Day Holiday
Wednesday	May 30, 2018	Last Day for Children
Thursday-Friday	May 31-June 1, 2018	Staff Development Post Planning
Monday	June 4, 2018	Full Day/Full Year
Wednesday	July 4, 2018	Independence Day Holiday
Friday	July 20, 2018	Last Day Full Day/ Full Year Children

**LEGEND**

Black - Important Dates  
Blue - Teacher Work Day - No Students  
Red - Holiday/Vacation – Non Workday  
Green – Beginning & End Date of school for children.

Orange County Head Start Division  
2100 E. Michigan Street, Orlando, FL 32806  
Phone# 407 836-6590\*\*Fax# 407-836-8981  
[www.ocfl.net](http://www.ocfl.net)  
Family Services Director: Lonnie C. Bell, Jr  
Head Start Manager: Sonya Hill

# PENDANA

AT WEST LAKES

Pendana at West Lakes is a brand new, mixed-income community in downtown Orlando. The name is inspired by a Swahili word that means "to love one another." From the early phases of planning and construction to the finishing touches on designer interiors and abundant amenities, residents and visitors will be enveloped by the spirit of Pendana.

1, 2, and 3-bedroom classic apartments and 2-bedroom townhomes

Community room for gatherings and games

State-of-the-art fitness center

Computer center with Wi-Fi

Salt water swimming pool with lounge areas

Gated playground and dedicated Tot Lot

Lushly landscaped outdoor gathering areas and green spaces, including lake feature, courtyards, and pocket parks

Paved, tree-lined pathways connect the community for strolling or bicycling

Controlled-access gates and ample parking

Convenient location adjacent to schools and main roads

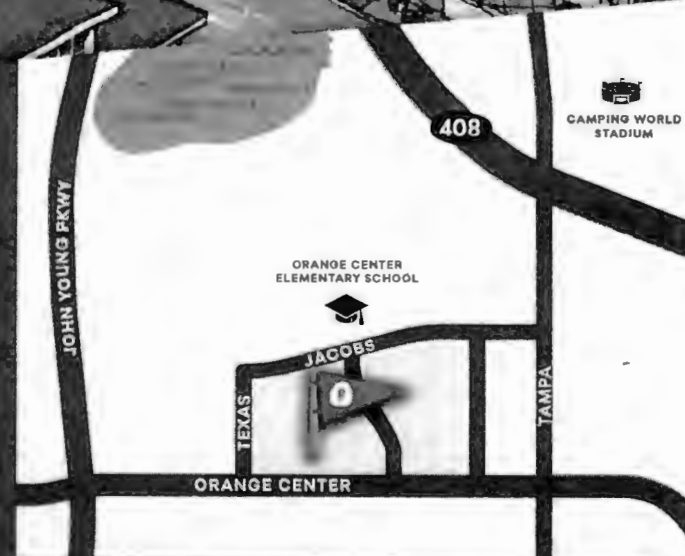
Public transportation access just steps from main entrance

100% smoke-free community

24-hour emergency maintenance

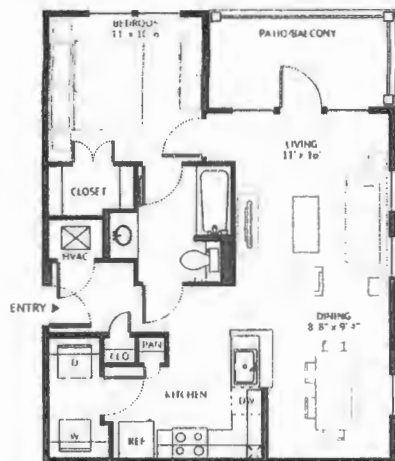


Dedicated, professional management by  
Columbia Residential



407-298-8998  
LivePendana.com





**SERENITY**  
756 SF >> 1 bed/1 bath  
\$/mo.

**BLISS**  
773 SF >> 1 bed/1 bath  
\$/mo.



**REVEL**  
1,015 SF >> 2 bed/2 bath  
\$/mo.



**KINDRED**  
1,252 SF >> 3 bed/2 bath  
\$/mo.

**CHERISH**  
1,255 SF >> 3 bed/2 bath  
\$/mo.



### HOME IS WHERE THE HEART LIVES

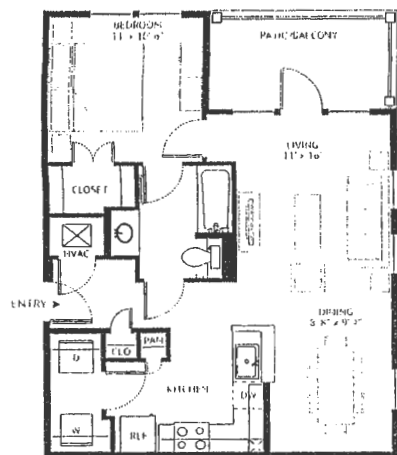
- ▶ Open floor plans with separate dining areas
- ▶ Complete package of stylish, black Energy Star® appliances, including microwave
- ▶ Breakfast bar or island with storage
- ▶ Pantry and 42-inch cabinets with espresso finish
- ▶ Luxury, hardwood-style flooring in living areas and ceramic tile in bathrooms
- ▶ Soaring 9-foot ceilings
- ▶ Carpeted bedrooms feature walk-in closets in select homes
- ▶ Washer and dryer connections
- ▶ Patio or balcony
- ▶ WaterSense fixtures for lower utility costs
- ▶ Upgraded equipment and fixtures for improved indoor air quality and efficiency

Floor plans are artist renderings and may vary in precise detail and dimension.

**HARMONY**  
1,232 SF >> 2 bed/2.5 bath  
\$/mo.

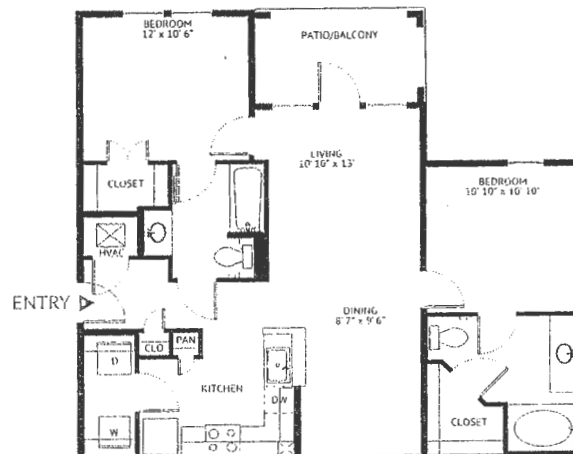
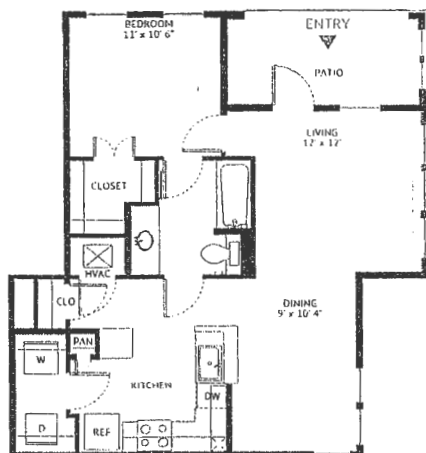




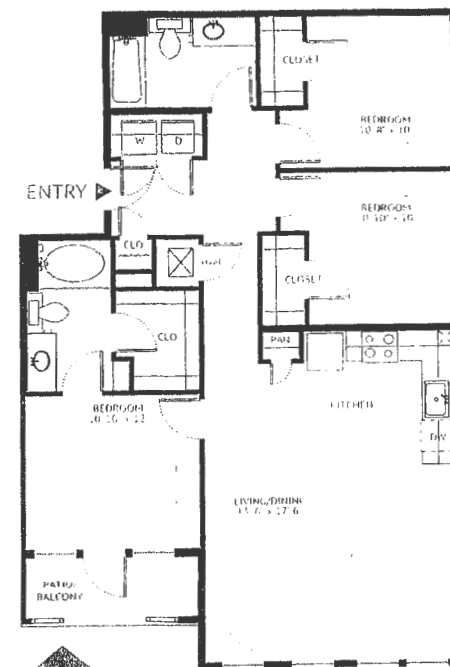


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756 SF >> 1 bed/1 bath  
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**BLISS**  
773 SF >> 1 bed/1 bath  
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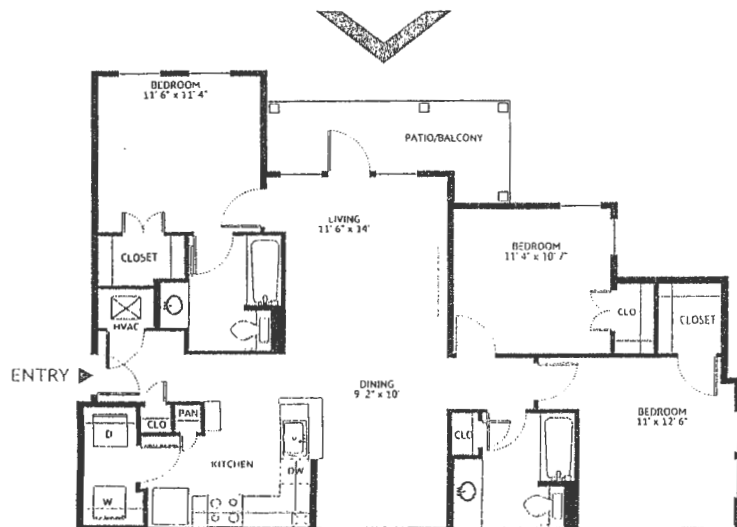


**REVEL**  
1,015 SF >> 2 bed/2 bath  
\$/mo.



**KINDRED**  
1,252 SF >> 3 bed/2 bath  
\$/mo.

**CHERISH**  
1,255 SF >> 3 bed/2 bath  
\$/mo.



## HOME IS WHERE THE HEART LIVES

Open floor plans with separate dining areas

Complete package of stylish, black Energy Star® appliances, including microwave

Breakfast bar or island with storage

Pantry and 42-inch cabinets with espresso finish

Luxury, hardwood-style flooring in living areas and ceramic tile in bathrooms

Soaring 9-foot ceilings

Carpeted bedrooms feature walk-in closets in select homes

Washer and dryer connections

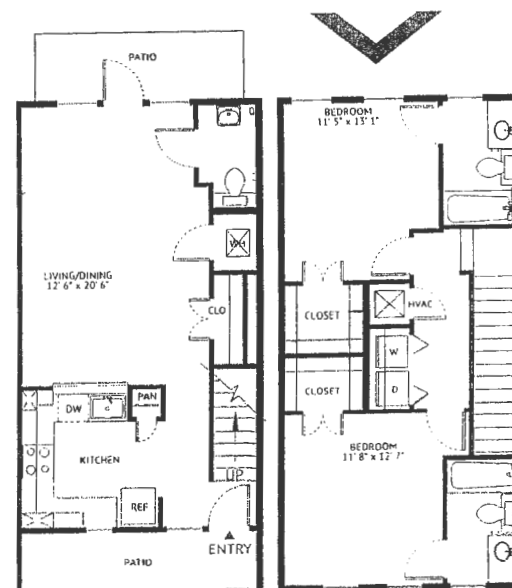
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**HARMONY**  
1,232 SF >> 2 bed/2.5 bath  
\$/mo.





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



1768 East Michigan Street  
Orlando, FL 32806  
July, 20 2017

Call to Order by: Jeneka Lloyd, Chairperson, 7:07 p.m.

Roll Call by: Charmaine Jobson

Quorum Established: Jeneka Lloyd, Chairperson

**Attended By:**

Jeneka Lloyd	Past Parent	Chairperson
Cecilia Pierre	Aloma	Representative
Charmaine Jobson	East Orange	Vice-Chairperson
Hortensia Rodriguez	East Orange	Alternate
Blanca Vallejo	John Bridges	Representative
Abigail Soriano	Southwood	Representative
Tonette Vance	WS / ELC	Representative
Dexter Nelson	Past Parent	Community Rep
Vanessa Lewis	BCC	BCC Rep

**Excused**

Leah Ackerman	Orlando Tech	Representative
Jacqueline Eugene	Hal P. Marston	Representative
Tequila Henderson	Lila Mitchell	Representative
Heather Chisholm-Wright	Pine Hills	Representative

**Visitors:**

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

**Staff:**

Polly Boulter	Teacher Assistant	Hal Marston
Pedro Berrios	Warehouse Specialist	Warehouse
Sandra Ruff	Fiscal Manager	Main Office
Sandra Moore	Admin Assistant	Main Office
Helen Hill	Sr. Program Manager	Main Office
Diana Gamble	Teacher Assistant	

**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 June 15, 2017**

Motion: Dexter Nelson, Community Rep

Second: Tonette Vance, Washington Shores/ELC

Status: The motion was carried with no objections

**HR Report by Helen Hill**

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

Motion: Tonette Vance, WS/ELC, Representative

Second: Cecilia Pierre, Aloma, Representative

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 May 2017. Also the Policy Council Meeting Minutes from April 20, 2017

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

- Head Start has moved out of all the sites closing this year and moved into the 4 new sites. We are awaiting the final license from DCF for the Frontline Outreach Center.
- Training continues throughout the summer to ensure the staff is in compliance to operate in Head Start classrooms through the program year.

**Old Business:**

- Revised Policy Council Roster – The roster will be updated to reflect only active members
- GOAA Event – Commissioner Siplin's office sent a flyer /invitation to a workshop for small business interested in bidding on the GOAA South Terminal C-Phase 1 Project

**New Business**

- 3<sup>rd</sup> Quarter Progress Monitoring was tabled.
- Changing of the Guard will be 9/28/17 at the Pine Hills Community Center

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

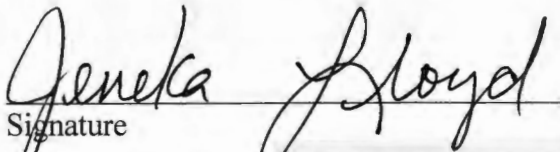
Motion: Tonette Vance, WS/ELC, Representative

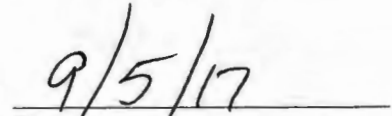
Second: Abigail Soriano, Lila Mitchell, Representative

Status: The motion was carried with no objections

Meeting Adjourned at 7:40 p.m.



  
Signature

  
Date

**NEXT POLICY COUNCIL MEETING**  
**AUGUST 24, 2017**  
**GOV- Great Oaks Village Dining Hall**  
**1768 E. MICHIGAN STREET**  
**ORLANDO, FL 32806**  
**6:30 pm**