Head Start
and State Preschool
Birth to age 5

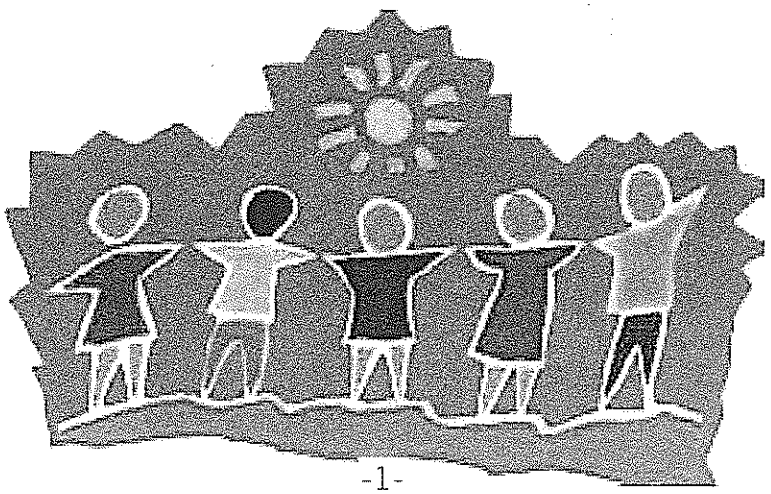
capk
Community Action Partnership of Kern

Head Start/State Child Development Services

POLICY COUNCIL MEETING PACKET

June 30, 2016

GET INVOLVED!



POLICY COUNCIL
STANDING COMMITTEES
June 2016

EXECUTIVE COMMITTEE

Chairperson: Ashley Womack
Vice Chairperson: Jason Warren
Secretary: Ana Luna
Treasurer: Caterina Cerda
Parliamentarian: Janeth Rivera

STANDING COMMITTEE MEMBERS

*The chairperson of each standing committee is taken from the Policy Council Executive Committee.

BYLAWS (2 Openings)
Chairperson: Janeth Rivera

1. Cindy Granados
2. Ashley Womack
3. Ana Vigil
4. Tai'Rance Kelly
5. Opening
6. Opening

PLANNING (1 Opening)
Chairperson: Jason Warren

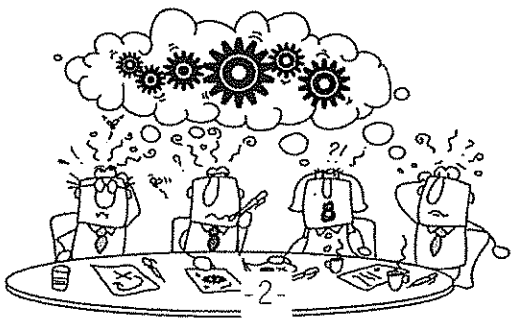
1. Caterina Cerda
2. Deborah Martinez
3. Estrella Mendez
4. Bryce Bray
5. Ana Luna
6. Opening

PERSONNEL (3 Openings)
Chairperson: Ana Luna

1. Jason Warren
2. Josenn Vergara
3. Tai'Rance Kelly
4. Opening
5. Opening
6. Opening

FINANCE (2 Openings)
Chairperson- Caterina Cerda

1. Gabriella McCutcheon
2. Christina Bates
3. Christine Hernandez
4. Salvador Zambrano
5. Opening
6. Opening



Legend:	
Attended	X
Did not attend meeting	ABS
Attending Another CAPK function	
Appealed Termination	
Membership Terminated	
Absent Due to Weather Conditions	
Resigned	R
Special Call Meeting	SC
Not elected Rep at the time	

Policy Council Attendance '15-'16

#	REGION 1 PC Member Name	Nov 11 2015	Dec 2015	Jan 2016	Feb 2016	Mar 2016	Apr 2016	May 2016	June 2016	July 2016	Aug 2016	Sept 2016	Oct 2016
1	Ana Luna - East Cal	X	ABS	X	ABS	X	X	X					
2	Desiree Sandoval- East Cal	X	ABS	ABS	R	R	R	R	R	R	R	R	R
3	Mario Torres- East Cal	ABS	ABS	R	R	R	R	R	R	R	R	R	R
4	Bryce Bray- Franklin			X	X	X	X	X					
5	Erika Ruvalcaba-Faith			X	X	ABS	ABS						
6	Brenna Mathis- Franklin	ABS	R	R	R	R	R	R	R	R	R	R	R
#	REGION 2 PC Member Name	Nov 11 2015	Dec 2015	Jan 2016	Feb 2016	Mar 2016	Apr 2016	May 2016	June 2016	July 2016	Aug 2016	Sept 2016	Oct 2016
1	Christine Hernandez- MJM	X	X	X	X	ABS	X	X					
2	Janeth Rivera- Pacific	X	X	X	X	X	X	ABS					
3	Dana Lloved- Sterling	X	R	R	R	R	R	R	R	R	R	R	R
4	[illegible]lla Mendez- Pacific			X	X	ABS	X	X					
5	[illegible]y Womack- Stella Hills	X	ABS	X	X	X	ABS	X					
#	REGION 3 PC Member Name	Nov 11 2015	Dec 2015	Jan 2016	Feb 2016	Mar 2016	Apr 2016	May 2016	June 2016	July 2016	Aug 2016	Sept 2016	Oct 2016
1	Salvador Zambrano- Heritage	X	ABS	X	X	X	X	X					
2	Jason Warren- Cleo Foran	X	X	X	X	X	X	X					
3	Sara Hanningan- Oildale	X	ABS	ABS	R	R	R	R	R	R	R	R	R
4	Catherine Velasquez- Pete			X	ABS	X	X	X					
5	Shelby Muniz	ABS	R	R	R	R	R	R	R	R	R	R	R
#	Region 4 PC Member Name	Nov 11 2015	Dec 2015	Jan 2016	Feb 2016	Mar 2016	Apr 2016	May 2016	June 2016	July 2016	Aug 2016	Sept 2016	Oct 2016
1	Gabriella McCutcheon- Willow	ABS	X	X	X	X	X	ABS					
2	Christina Bates- Willow	ABS	X	X	X	X	X	ABS					
3	Veronica Aguirre- Shafter EHS			X	R	R	R	R	R	R	R	R	R
4	Jalisa Cockrell- Buttonwillow		X	ABS	ABS	R	R	R	R	R	R	R	R
5	Danny Pate- Delano	R	R	R	R	R	R	R	R	R	R	R	R
6	Alejandra Camacho- Delano	R	R	R	R	R	R	R	R	R	R	R	R

#	Region 5 PC Member Name	Nov 11 2015	Dec 2015	Jan 2016	Feb 2016	Mar 2016	Apr 2016	May 2016	June 2016	July 2016	Aug 2016	Sept 2016	Oct 2016
1	Sandra Nieves- Alicante	ABS	X	ABS	X	ABS	ABS	R	R	R	R	R	R
2	Sonja Segoviano- Alicante	X	X	X	ABS	ABS							
3	Katherine Goodwin- Vineland				ABS	R	R	R	R	R	R	R	R
4	Jairon Castillo- Cal City	X	X	R	R	R	R	R	R	R	R	R	R
5	Erendida Meza- Alicante	ABS	ABS	R	R	R	R	R	R	R	R	R	R
#	Home Base PC Member Name	Nov 11 2015	Dec 2015	Jan 2016	Feb 2016	Mar 2016	Apr 2016	May 2016	June 2016	July 2016	Aug 2016	Sept 2016	Oct 2016
1	Caterina Cerda- K.Woods	X	X	X	X	X	ABS	X					
2	Cindy Granados- Magaly Diaz		X	X	X	ABS	X	ABS					
3	Carey Behill- T. Cordova	R	R	R	R	R	R	R	R	R	R	R	R
	BC/Blanton EHS Partnership	Nov 11 2015	Dec 2015	Jan 2016	Feb 2016	Mar 2016	Apr 2016	May 2016	June 2016	July 2016	Aug 2016	Sept 2016	Oct 2016
1	Deborah Martinez		X	X	ABS	X	ABS	X					
	San Joaquin EHS Partnership	Nov 11 2015	Dec 2015	Jan 2016	Feb 2016	Mar 2016	Apr 2016	May 2016	June 2016	July 2016	Aug 2016	Sept 2016	Oct 2016
1	Mary Robinson	X	X	X	ABS	R	R	R	R	R	R	R	R
2	Tai' Rance Kelly					X	X	X					
3	Josenn Vergara	X	X	X	X	ABS	ABS	ABS					
	Community Rep Member	Nov 11 2015	Dec 2015	Jan 2016	Feb 2016	Mar 2016	Apr 2016	May 2016	June 2016	July 2016	Aug 2016	Sept 2016	Oct 2016
1	Open (Past Parent)												
2	Open (Community)												
	Board Member	Nov 11 2015	Dec 2015	Jan 2016	Feb 2016	Mar 2016	Apr 2016	May 2016	June 2016	July 2016	Aug 2016	Sept 2016	Oct 2016
1	Ana Vigil-GBLA	X	X	X	ABS	ABS	X	X					



Policy Council Sub-Committee Attendance Sheet

2015-2016

By-Laws Policy Council Sub-Committee											
Member	Dec.	Jan.	Feb.	Mar.	Apr.	May.	Jun.	Jul.	Aug.	Sept.	Oct.
Janeth Rivera (Chair)	ϕ	ϕ	ϕ	X	ϕ	X					
Jalisa Cockrell	ϕ	ϕ	ϕ	R	ϕ	R	R	R	R	R	R
Sonja Segoviano	ϕ	ϕ	ϕ	ABS	ϕ						
Cindy Granados	ϕ	ϕ	ϕ	X	ϕ	ABS					
Ashley Womack	ϕ	ϕ	ϕ	X	ϕ	X					
Ana Vigil	ϕ	ϕ	ϕ	X	ϕ	X					
Tai'Rance Kelly						X					
Catherine Velasquez											

Finance Policy Council Sub-Committee											
Member	Dec.	Jan.	Feb.	Mar.	Apr.	May.	Jun.	Jul.	Aug.	Sept.	Oct.
Caterina Cerda (Chair)	ϕ	X	X	ϕ	ϕ	X					
Gabriella McCutcheon	ϕ	X	X	ϕ	ϕ	ABS					
Christina Bates	ϕ	X	X	ϕ	ϕ	ABS					
Christine Hernandez	ϕ	ABS	X	ϕ	ϕ	X					
Mary Robinson	ϕ	ABS	ABS								
Salvador Zambrano			ABS	ϕ	ϕ	X					
Opening											

Personnel Policy Council Sub-Committee											
Member	Dec.	Jan.	Feb.	Mar.	Apr.	May.	Jun.	Jul.	Aug.	Sept.	Oct.
Ana Luna (Chair)	ABS	X	ABS	X	X	X					

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Policy Council Sub-Committee Attendance Sheet
2015-2016

Jason Warren	X	X	X	X	X	X					
Dana Lloved	R	R	R	R	R	R	R	R	R	R	R
Desiree Sandoval	ABS	ABS	R	R	R	R	R	R	R	R	R
Josenn Vergara	ABS	X	X	ABS	X	X					
Erica Ruvalcaba			X	ABS	ABS						
Tai'Rance Kelly						X					
Planning Policy Council Sub-Committee											
Member	Dec.	Jan.	Feb.	Mar.	Apr.	May.	Jun.	Jul.	Aug.	Sept.	Oct.
Dana Lloved(Chair)	R	R	R	R	R	R	R	R	R	R	R
Jason Warren	ϕ	X	ϕ	X	ϕ	X					
Caterina Cerda	ϕ	X	ϕ	X	ϕ	X					
Deborah Martinez	ϕ	X	ϕ	X	ϕ	X					
Estrella Mendez			ϕ	X	ϕ	X					
Bryce Bray			ϕ	ABS	ϕ	X					
Ana Luna						X					

Legend	
Attended	X
Did not Attend	ABS
Attending another CAPK Function	
Appealed Termination	App
Member Terminated	
Did not Meet	ϕ
Not elected member at the time	

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COMMUNITY ACTION PARTNERSHIP OF KERN
POLICY COUNCIL MEETING MINUTES
May 26, 2016
5005 Business Park North
Conference Room 130

1. **Call to Order** – Chairperson, Ashley Womack, called the meeting to order at 5:31 p.m.
   a. Moment of Silence, Pledge of Allegiance - Chairperson
   b. Reading of Promise of Community Action
   "Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community, and we are dedicated to helping people help themselves and each other."

2. **Roll Call/Set Quorum** – Ana Luna, Secretary. Quorum was established.
   PC Members Present: Ana Luna, Bryce Bray, Christine Hernandez, Ashley Womack, Estrella Mendez, Salvador Zambrano, Catherine Velasquez, Jason Warren, Gabriella McCutcheon, Caterina Cerda, Deborah Martinez, Tai'Rance S. Kelly, Sr., Ana Vigil.

3. **Presentation of Guests/Public Forum**
   The following guests were in attendance: Angela Zambrano, Itzel Zambrano, Louis Medina, Outreach and Advocacy Manager; Rashi Strother, Family Services and Governance Specialist; Mike Lackman, Human Resources Manager; Maura Sandoval, Staffing Specialist; Leslie Mitchell, Administrator of Education Support Services; LeTisha Brooks, Program Manager; Patty Hinojosa, Family Services and Governance Manager; Janelle Gonzalez, Governance Coordinator; Doe Ryti, EHS CCP Program Manager; Argelia Diaz, Program Assistant; Nadine Berry, Administrative Assistant.
   a. *(The public wishing to address the full Policy Council may do so at this time. Policy Council members may respond briefly to statements made or questions posed. However, the PC will take no action other than referring the item(s) to staff for study and analysis. Speakers are limited to five minutes each. If more than one person wishes to address the same topic, total group time for the topic will be 10 minutes. Please state your name before making your presentation. Thank you.)*- None

4. **Approval of Agenda** –Chairperson **(**ACTION)**
   a. (**ACTION) Request for approval of the PC Agenda dated May 26, 2016. The Chairperson called for a motion to approve the May 26, 2016, meeting agenda; motion made by Ana Luna; Jason Warren seconded; motion carried unanimously.

5. **Standing Committee Reports** *(five minutes each)*
   a. Personnel Committee – Training was provided on the duties of the personnel committee. It was a good meeting, and quorum was met. The committee had the opportunity to review employment application. The next meeting will be held June 28, 2016, starting at 5:00 p.m.
   b. Planning Committee – Quorum was met. Largest turnout. Reviewed items that are part of the evening's agenda. The next meeting will be held June 7, 2016, 5:30 p.m.
   c. Finance Committee – The meeting was held on May 19, 2016, and quorum was met. Items for the evening's agenda were reviewed and discussed and the budget report was reviewed. The next meeting will be held June 23, 2016 at 5:30 p.m.
   d. By-Laws Committee – The meeting was held on May 19, 2016. The current by-laws were reviewed. A few changes were suggested.

6. **Presentations**
   2015-2016 Desired Results Developmental Profile Agency Outcomes- Leslie Mitchell, Administrator of Education and Support Services
   Prior to this school year, there were individual assessment tools used for preschool children and infants and toddlers. After a two year pilot, the tools were combined to create one assessment tool to cover all ages 0-5. Mrs. Mitchell provided a quick overview of the 9 domains for HS and 5 Domains for EHS that are assessed

with the DRDP and shared that the tool is used program wide. There is also a parent survey to determine how parents feel their children are benefiting from the program. Children's progress is tracked with three assessments done throughout the year. All age groups are progressing as they should, and many children are above where they are expected to be. Results of the parent surveys were also shared.

a. **Consent Calendar** – Policy Council
b. *Information concerning the Consent item(s) listed below has been forwarded to each Policy Council member for study for prior to this meeting. Unless a PC member, or member of the public, has a question concerning a particular item and asks that it may be withdrawn from the Consent Calendar, the items are approved at one time by the full Policy Council. If there are any PC members, or members of the public, wishing to remove any item from the Consent Calendar, please indicate at this time.*
    i. None

7. **Program Governance Report/Training – Janelle Gonzalez, Governance Coordinator**

   Ms. Gonzalez continued with information from the Governance training series. She shared information on how to become familiar with questions that would be asked during a federal review. The program is data driven, so all the information provided during meetings is very important. The data assists the members in making informed or inclusive decisions. Informed decisions are made during Policy Council meetings, whereas sub-committee and parent meetings provide members with inclusive decisions. Scenarios were shared and members were able to determine if it was an informed or inclusive decision. The process for becoming a Policy Council member was reviewed. There are trainings provided, sub-committees for members to find out what is going on in the program, monthly governance trainings to ensure everyone is up-to-date, and the opportunity to attend conferences. Ms. Gonzalez encouraged members to stay involved in their children's education when they enter elementary school by joining the Parent Teacher Association (PTA) or Parent Teacher Organization (PTO) and by volunteering in the classroom any time they are able to do so.

8. **Community Representative Report** – Open

   As position is currently open there is no report.

9. **Policy Council Chairperson Report – Chairperson**

   Ms. Womack shared information she received while attending a conference in Sacramento. She found out more about how CAP agencies function and the assistance provided community-wide and that it is more than Head Start. She encouraged others to go forth and be leaders in their community, not just participants.

10. **Board of Directors Representatives Report – Ana Vigil**

    Ms. Vigil shared that the Humanitarian Awards Banquet turned out very nice. There was an award presented to a long standing CAPK Board member. The banquet may not have been as fruitful as the previous year, but there was still a good turnout. Jason Warren, Policy Council Vice Chairperson shared his experience at the banquet and gave a thumbs up for CAPK for their recognition of community members.

11. **Director's Report (HS/State Child Development) – Yolanda Gonzales**

    Ms. Gonzales thanked everyone for the commitment they have made to participate on the Policy Council and the dedication they show to improving the program. May 20th was the last day of services for part-year students and May 25th was the last day for the part-year staff. Festivities have been taking place to celebrate the end of the school year. As children prepare to move on to Kindergarten, make sure to keep them involved in school readiness activities, reading, and keep them on routines. Ms. Gonzales wanted to give a shout out to the staff for all of their hard work and the administrative staff for making sure trainings are ready for teaching staff in August. A thank you was shared for Rashi and Tai'Rance from Stockton for being at the meeting in person. San Joaquin is doing a great job and the Crispman center has opened and they are working on opening other sites. Ms. Gonzales reminded the members that there are still centers here in Kern County open as well. There are plans to start a parent university for those who are interested in obtaining units to become Head Start staff. Classes would take place at the BPN Administrative office that may start as early as this fall. There will be someone available to assist parents in requesting financial aid.

12. **Approval of Minutes** – Chairperson (**ACTION)
    a. (**ACTION) Request for approval of PC meeting minutes dated April 28, 2015.
    The Vice Chairperson called for a motion to approve the April 28, 2016, Policy Council minutes. Motion made by Tai'Rance S. Kelly, Sr.; Jason Warren seconded; motion carried unanimously.

13. **Human Resources Report** (**ACTION)
    a. **Maura Sandoval, Staffing Specialist, distributed the Human Resources Report.** It was stated that on page two there was one application that was marked as having been reviewed by the applicant. Ms. Sandoval indicated it was actually reviewed by Ana Luna. The Vice Chairperson called for a motion to approve the April 2016, Human Resources Report. Motion made by Bryce Bray; Salvador Zambrano seconded; motion carried unanimously.
    b. The Chairperson called for a motion to move the meeting in Executive Session. Motion was made by Jason Warren to move the meeting to Executive Session at 6:21 p.m. The Executive Session was concluded at 6:31 p.m. and the meeting was moved to be back in session.

14. **New Business** – Chairperson (**ACTION)
    a. **EHS Child Care Partnership Refunding Application, Jerry Meade Program Design and Management Administrator**
    Mr. Meade shared that the agency is completing the first 18 months of the Child Care Partnership (CCP) grant and we will be moving into the second year. The funding year for this grant is September 1 through August 31 of each year. A request for the opportunity to adjust slots from one partner to a possibly new partner has been added to the grant narrative. Agencies interested in partnering with us have already been approached and asked about the possibility. The Chairperson called for a motion to approve the EHS Child Care Partnership Refunding Application Request. Motion made by Tai'Rance S. Kelly Sr.; Salvador Zambrano seconded; motion carried unanimously.
    b. **Head Start/Early Head Start COLA Application, Jerry Meade Program Design and Management Administrator**
    Mr. Meade presented to the Policy Council that funds have been made available to provide staff with a 1.8 percent Cost of Living Allowance (COLA). The Chairperson called for a motion to approve the Head Start/Early Head Start COLA Application. Motion made by Jason Warren; Caterina Cerda seconded; motion carried unanimously.
    c. **Head Start Duration Grant Application, Jerry Meade Program Design and Management Administrator**
    Mr. Meade advised the Policy Council that the Office of Head Start is providing the opportunity for programs to extend the hours of serving children. If the number of children being provided full-day or extended day services is less than 40 percent of your funded enrollment, you are eligible to apply for the funding. This means that more of the 3 ½ hour classes could become 6 hour classes and some of the 6 hour classes could possibly become 8 hour classes. If we receive the funding, over 400 children would be able to benefit from an extended or full-day option without State requirements. The Chairperson called for a motion to approve the Head Start Duration Grant Application Request. Motion made by Tai'Rance S. Kelly Sr.; Ana Luna seconded; motion carried unanimously.
    d. **Request to approve the change of meeting start time from 5:30 p.m. to 5:45 p.m.**
    The Chairperson called for a motion to approve the request to change Policy Council meeting times from 5:30 p.m. to 5:45 p.m. Motion made by Ana Luna.; Bryce Bray seconded; motion carried unanimously.
    e. **Request to approve Catherine Velasquez to the Bylaws subcommittee**
    The Chairperson called for a motion to approve the request to have Catherine Velasquez to be part of the Bylaws subcommittee. Motion made by Catherine Velasquez; Estrella Mendez seconded; motion carried unanimously.
    f. **Request to approve the termination of PC Member Erika Ruvalcaba**
    The Chairperson called for a motion to approve the Termination of PC Member Erika Ruvalcaba Motion made by Bryce Bray.; Estrella Mendez seconded; motion carried unanimously.

15. **Communications**
    a. Head Start & Early Head Start – Kern Budget vs. Actual Expenditures

March 1, 2015 through February 29, 2016 (Interim Year-End Report)

b. Head Start & Early Head Start – Kern Budget vs. Actual Expenditures
March 1, 2016 through April 30, 2016

c. Early Head Start – San Joaquin Budget vs. Actual Expenditures
February 1, 2016 through April 30, 2016

d. Early Head Start Child Care Partnerships Budget vs. Actual Expenditures
March 1, 2015 through April 30, 2016

e. Parent Local Travel & Child Care Report through April 30, 2016 (English/Spanish)

f. Parent Activity Funds Report through April 30, 2016 (English/Spanish)

g. Parent Meals Report through April 30, 2016 (English/Spanish)

h. Child and Adult Care Food Program/Central Kitchen Report April 2016

i. Enrollment and Average Daily Attendance Report for HS/EHS Kern, EHS San Joaquin, and EHS Child Care Partnerships April 2016

j. Policy Council Termination Letter for Erika Ruvalcaba dated April 29, 2016 (English/Spanish)

k. America's Job Center Energy Efficiency & Renewable Energy Program (English/Spanish)

l. The Wildlands Conservancy Weekend Wonders Wind Wolves Preserve

m. U.S Department of Health and Human Services Administration for Children and Families Head Start Funding Increase ACF-PI-HS-16-03 issuance date 04/27/2016 (English/Spanish)

n. Office of Head Start Program Instruction ACF-PI-HS-16-02, issued April 25, 2016; Supplemental Funds Available to Extend Duration of Services in Head Start and Early Head Start

o. Office of Head Start Cost of Living Adjustment (COLA) Funding Guidance Letter, dated May 6, 2016, for 09HP0036 (Early Head Start Child Care Partnerships)

p. Office of Head Start Cost of Living Adjustment (COLA) Funding Guidance Letter, dated May 10, 2016, for 09CH9142 (Head Start and Early Head Start Kern)

q. Office of Head Start Cost of Living Adjustment (COLA) Funding Guidance Letter, dated May 10, 2016, for 09CH010071 (Early Head Start San Joaquin)

r. Policy Council Subcommittee Planning Minutes dated May 3, 2016 (English/Spanish)

s. Policy Council Subcommittee Bylaws Minutes dated March 17, 2016 (English/Spanish)

t. Policy Council Subcommittee Personnel Minutes dated April 26, 2016 (English/Spanish)

The Chairperson called for a motion to receive and file items a-t. Motion made by Bryce Bray. Motion carried unanimously.

16. **Announcements** –Chairperson
    a. Ms. Womack thanked the members and encouraged them to stay motivated.
    b. Members were reminded that starting with the June meeting that the meetings would start at 5:45 p.m. and that dinner would be at 5:15 p.m.
    c. The theme for the June meeting is Hawaiian, so make sure to bring your leis and your flowered shirts.
    d. Back to school activities will be taking place in Ridgecrest on July 29, 2016, and in Bakersfield it will take place on August 4, 2016, at the Fairgrounds. These are nice events where there is a lot of information shared and backpacks given to children.
    e. It was announced that CAPK raised over $2.000.00 through the Give Big Kern campaign.
    f. Tai'Rance thanked everyone for having him here and encouraged everyone to go to Buck Owen's Crystal Palace as it is a great place.

17. **Adjournment** –Chairperson
    a. The meeting was adjourned at 6:57 p.m. by the Chairperson.

ASOCIACIÓN DE ACCIÓN COMUNITARIA DE KERN
PROGRAMS DE DESARROLLO INFANTIL ESTATAL / HEAD START
ACTA DE LA REUNIÓN DEL CONSEJO DE POLÍTICA
26 DE MAYO DEL 2016

1. **Llamado a la orden- Presidenta, Ashley Womack,** llamó la reunión a la orden a las 5:31 p.m.
   a. Momento de Silencio, Proclamación de Lealtad
   b. Lectura de la Promesa de la Asociación Comunitaria
   "La asociación de acción cambia la vida de las personas, incorpora el espíritu de esperanza, mejora comunidades, y hace de América un mejor lugar donde Vivir. Nos preocupamos por la comunidad entera y estamos dedicados a ayudar a las personas a que se ayuden a sí mismas y a los demás.

2. **Pasar Lista/ Establecer Quórum- Secretaria, Ana Luna- Quórum fue estableció.**
   Miembros del PC Presentes: Ana Luna, Bryce Bray, Christine Hernandez, Ashley Womack, Estrella Mendez, Salvador Zambrano, Catherine Velasquez, Jason Warren, Gabriella McCutcheon, Caterina Cerda, Deborah Martinez, Tai'Rance S. Kelly, Sr., Ana Vigil.

3. **Presentación de Invitados/Foro Público**
   Los siguientes invitados estuvieron presentes: Angela Zambrano, Itzel Zambrano, Louis Medina, Gerente de Promoción y Ayuda Comunitaria; Rashi Strother, Especialista de Servicios Familiares y Gobernación; Mike Lackman, Gerente de Recursos Humanos; Maura Sandoval, Especialista del Personal; Leslie Mitchell, Administradora de los Servicios de Apoyo Educacional; LeTisha Brooks, Gerente del Programa; Patty Hinojosa, Gerente de Servicios Familiares y Gobernación; Janelle Gonzalez, Coordinadora del Programa de Gobernación; Doe Ryti, Gerente del Programa de EHS CCP; Argelia Diaz, Asistente del; Programa; Nadine Berry, Asistente Administrativa.
   a. El público que desee dirigirse al Consejo de Política podrá hacerlos. Los miembros del Consejo de Política podrán responder brevemente a las declaraciones formuladas o a preguntas formuladas. Sin embargo, el PC no tomara ninguna otra acción que no sea la de remitir dichos asuntos al personal para su estudio y análisis. **Los Presentadores se limitaran a cinco minutos cada uno.** Si más de una persona desea tratar el mismo tema, se le concederá al grupo total de 10 minutos para ese tema. Por favor indique cuál es su nombre antes de hacer su presentación, Gracias.-Ninguno

4. **Aprobación de la Agenda- Presidente (*ACCION)**
   a. Aprobación de la agenda del PC con fecha del 26 de mayo del 2016, El presidente pidió una moción para aprobar la agenda de la reunión con fecha del 26 de mayo del 2016; moción fue hecha por Ana Luna; secundado por Jason Warren. Iniciativa fue aprobada con unanimidad.

5. **Informe de los Comités Vigentes** (3 minutos cada uno)
   a. Comité de Personal- Entrenamiento fue proporcionado sobre los oficios del comité personal. Fue una buena reunión, y se estableció quorum. El comité tuvo la oportunidad de revisar aplicaciones de empleo. La próxima reunión se llevará a cabo el 28 de junio de 2016 a las 5:00 p.m.
   b. Comité de Planificación- Quorum fue establecido, fue la más grande reunión. Revisaron temas que son parte de la agenda esta noche. La próxima reunión se llevará a cabo el 7 de junio del 2016 a las 5:30 p.m.

c. Comité de Finanzas- la reunión se tomó a cabo el 19 de mayo del 2016, y el quorum fue establecido. Revisaron temas que son parte de la agenda de esta noche y también hablaron y revisaron el presupuesto. La próxima reunión se llevará a cabo el 23 de junio del 2016 a las 5:30 p.m.

d. Comité de Estatutos- La reunión se llevó a cabo el 19 de mayo del 2016. Revisaron los estatutos actuales. Unos cambios fueron sugeridos.

6. **Presentaciones**

a. **Resultados Deseados Perfil de la Agencia 2015-2016- Leslie Mitchell, Administradora de los Servicios de Apoyo Educacional** Antes de este año escolar, había herramientas de evaluación individuales que se utilizan para los niños y los bebés y niños pequeños en edad preescolar. Después de un piloto de dos años, se combinaron las herramientas para crear una herramienta de evaluación para cubrir todas las edades 0-5. Sra. Mitchell proporcionó una revisión rápida de los ocho dominios para HS y los 5 dominios de EHS que son evaluados con el DRDP y compartió que la herramienta se utiliza por todo el programa entero. También hay una encuesta de padres para determinar cómo los padres sienten que sus hijos se están beneficiando del programa. El progreso de los niños se monitorea con tres evaluaciones realizadas durante todo el año. Todos los grupos de edad están progresando como deberían, y muchos niños están por encima de donde se espera que sean. Los resultados de las encuestas de los padres también fueron compartidos.

7. **Calendario de Consentimiento**

Información concerniente a los artículos de consentimiento que aparecen en la lista siguiente ha sido enviada a cada miembro del Consejo de Política para que la estudien previo a la reunión a menos que algún miembro del Consejo de Política, o miembro del público tenga alguna pregunta concerniente a algún asunto en particular de los temas en la lista y solicite que sea retirado del Calendario de Consentimiento, los artículos se dan por aprobados de una vez por el Consejo de Política en su totalidad. Si hay algún miembro del Consejo de Política o miembro del público que desea remover algún artículo del Calendario de Consentimiento, por favor indíquelo ahora mismo.- Ninguno

8. **Informes del Consejo de Política/Entrenamiento- Janelle Gonzalez, Coordinadora de Gobernación**

Sra. González continuó con la información de la serie de entrenamiento de Gobernación. Ella compartió información sobre la manera de familiarizarse con las preguntas que se hacen durante una revisión federal. El programa utiliza la información, por lo que toda la información proporcionada durante las reuniones es muy importante. Los datos ayudan a los miembros en la toma de decisiones informadas o inclusivas. Las decisiones bien fundamentadas se hacen durante las reuniones del Consejo de Política, mientras que las reuniones de los subcomités y los comités de padres proporcionan a sus miembros decisiones inclusivas. Escenarios fueron compartidos y los miembros determinaron si se trataba de una decisión informada o incluyente. Se revisó el proceso para convertirse en un miembro del Consejo de Política. Hay entrenamientos previstos, subcomisiones para los miembros para averiguar lo que está pasando en el programa, capacitaciones mensuales de gobernación para asegurar que todos estén en marcha hasta la fecha, y la oportunidad de asistir a conferencias. Sra. González alentó a los miembros a seguir participando en la educación de sus hijos cuando entran en la escuela primaria al unirse a la Asociación de Padres y Maestros (PTA) o la Organización de Padres y Maestros (PTO) y como voluntarios en el salón de clases cada vez que puedan hacerlo.

9. **Informe de Representante Comunitario-** vacante

Informe no fue reportado ya que esta posición está actualmente vacante.

10. **Informe del Presidente del Consejo de Política - Presidente**
La Sra. Womack compartió la información que recibió para asistir a una conferencia en Sacramento. Encontró más información sobre cómo funcionan las agencias de la PAC y la ayuda proporcionada a escala comunitaria y que es más de Head Start. Ella animó a otros a salir y ser líderes en su comunidad, no sólo a los participantes.

11. **Informe del Representante de la Mesa Directiva- Ana Vigil**
La Sra. Vigilia compartió que la cena de los premios humanitarios resultó muy agradable. Hubo un premio concedido a un miembro de la Mesa Directiva de CAPK cual ha servido por mucho tiempo. La cena puede no haber sido tan fructífero como el año anterior, pero todavía hubo una buena participación. Jason Warren, Vicepresidente del Consejo de Política compartió su experiencia en asistir la cena y dio una buena alabanza a CAPK por su reconocimiento de los miembros de la comunidad.

12. **Informe de la Directora (Desarrollo Infantil Estatal / Head Start) – Yolanda Gonzales**
Sra. González dio las gracias a todos por el compromiso que han adquirido a participar en el Consejo de Política y la dedicación que muestran para mejora el programa. El 20 de mayo fue el último día de los servicios para los estudiantes de medio año y el 25 de mayo fue el último día para el personal de medio año. Las festividades se han llevado a cabo para celebrar el final del año escolar. A medida que los niños se preparan para pasar a la guardería, asegúrese de mantenerlos activos en las actividades preparándolos para la escuela, la lectura, y mantenerlos en las rutinas. Sra. González quería reconocer a todo el personal por todo su trabajo y el personal administrativo para asegurarse de que los entrenamientos estén listos para el personal docente en agosto. Un agradecimiento que fue compartida por Rashi y Tai'Rance de Stockton por estar en la reunión en persona. San Joaquín está haciendo un gran trabajo y el centro Crispman se ha abierto y se está trabajando en abrir otros sitios. Sra. González les recordó a los miembros que todavía hay centros aquí en el condado de Kern abiertos también. Hay planes para iniciar una universidad de padres para los que están interesados en obtener unidades para convertirse en el personal de Head Start. Las clases tendrán lugar en la oficina administrativa de BPN que pueden comenzar tan pronto como este otoño. Habrá alguien disponible para ayudar a los padres a solicitar ayuda financiera.

13. **Aprobación de la Acta- Presidente (*ACCION)**
    a. Aprobación del acta de la reunión del PC con fecha del 28 de abril del 2016. El presidente pidió una moción para aprobar el acta con fecha del 28 de abril del 2016; moción fue hecha por Tai'Rance S. Kelly Sr.; secundado por Jason Warren. Iniciativa fue aprobada con unanimidad.
14. **Informe de Recursos Humanos- (**ACCION)**
    a. **El Informe de Recursos Humanos- Maura Sandoval, Especialista del Personal**
    Se dijo que en la segunda página había una aplicación que se ha marcado como habiendo sido revisado por el solicitante. Sra. Sandoval indicó que estaba realmente revisada por Ana Luna. El Vicepresidente pidió una moción para aprobar la edición de abril de 2016, Informe de Recursos Humanos. Moción presentada por Bryce Bray; fue secundado por Salvador Zambrano; iniciativa fue aprobada con unanimidad.
    b. **Sesión ejecutiva- Mike Lackman, Gerente de Recursos Humanos**
    El Presidente pidió una moción para mover la reunión durante la sesión ejecutiva. La moción fue hecha por Jason Warren para mover la reunión de la Sesión Ejecutiva a las 6:21 p.m. La sesión ejecutiva se concluyó a las 6:31 p.m. y la reunión volvió a su sesión.

15. **Nuevos Asuntos- Presidente (**ACCION)**
    a. **Aplicación de rembolso de las Asociaciones de Cuidado Infantil EHS, Jerry Meade, Administrador del Programa de Diseño y Administración** El Sr. Meade compartió que la agencia está completando los

primeros 18 meses de la concesión Asociación de Cuidado Infantil (PCC) y vamos a estar en movimiento en el segundo año. El año de financiación para esta beca es el 1 de septiembre al 31 de agosto de cada año. La solicitud de la oportunidad de ajustar los salones de clase de un socio a un posible nuevo socio ha sido añadido a la narrativa de subvención. Las Agencias interesadas en asociarse con nosotros ya se han acercado y han preguntó acerca de su posibilidad. El Presidente pidió una moción para aprobar la solicitud de aplicación del reembolso asociación de cuidado de niños de EHS. Moción fue hecha por Tai'Rance S. Kelly Sr.; fue secundado por Salvador Zambrano; iniciativa fue aprobada con unanimidad.

b. **Aplicación de COLA para Head Start/Early Head Start, Jerry Meade Administrador del Programa de Diseño y Administración** El Sr. Meade presentado al Consejo de Política que los fondos han sido puestos a disposición para proporcionar al personal con un 1.8 por ciento Costo de Vida (COLA). El Presidente pidió una moción para aprobar el Head Start / Early Head Start Aplicación de Costo de Vida. Moción fue hecha por Jason Warren; fue secundado por Caterina Cerda; iniciativa fue aprobada con unanimidad.
c. **Solicitud para la subvención Duración de Head Start, Jerry Meade Administrador del Programa de Diseño y Administración** El Sr. Meade informó al Consejo de Política que la Oficina de Head Start está proporcionando la oportunidad para que los programas se extienden el horario de los niños que sirven. Si el número de niños que suministra todo el día o los servicios de día extendido es inferior al 40 por ciento de sus matrículas subvencionadas, usted es elegible para solicitar la financiación. Esto significa que las clases de 3 ½ horas podría convertirse en clases de 6 horas y algunas de las clases de 6 horas, posiblemente, podría convertirse en clases de 8 horas. Si recibimos la financiación, más de 400 niños podrán beneficiarse de una opción extendida o de día completo sin los requisitos estatales. El Presidente pidió una moción para aprobar la solicitud de subvención. Moción fue hecha por Tai'Rance S. Kelly Sr.; fue secundado por Ana Luna; iniciativa fue aprobada con unanimidad.
d. **Solicitud para cambiar el horario de inicio de la reunión de las 5:30 a las 5:45**
El Presidente pidió una moción para aprobar la solicitud de cambio de horario de las reuniones del Consejo de Política 5:30-5:45 pm Moción fue hecha por Ana Luna.; fue secundado Bryce Bray; iniciativa fue aprobada con unanimidad.
e. **Solicitud para aprobar a Catherine Velasquez al subcomité de Estatutos**
El Presidente pidió una moción para aprobar la solicitud para que Catherine Velásquez sea parte del Subcomité de Estatutos. Moción fue hecha por Catherine Velásquez; fue secundado por Estrella Mendez; iniciativa fue aprobada con unanimidad.
f. **Solicitud para aprobar terminación de Erika Ruvalcaba Miembros del PC**
El Presidente pidió una moción para aprobar la terminación del Miembro de PC Erika Ruvalcaba moción fue realizado por Bryce Bray; fue secundado por Estrella Mendez; iniciativa fue aprobada con unanimidad.

16. <u>Comunicaciones</u>

a. Head Start y Early Head Start- Kern Presupuesto vs. Informe Actual de gastos
1 de marzo, 2015 hasta 29 de febrero, 2016 (fin del año fiscal)
b. Head Start y Early Head Start- Kern Presupuesto vs. Informe Actual de Gastos
1 de marzo de 2016 hasta el 30 de abril del 2016
c. Early Head Start- San Joaquín Presupuesto vs. Informe Actual de gastos
1 de febrero de 2016 hasta 30 de abril de 2016
d. Las Asociaciones de Early Head Start Cuidado Infantil Presupuesto vs. Informe Actual de Gastos 1 de marzo de 2015 hasta el 30 de abril de 2016
e. Viaje local de Padres y cuidado infantil, hasta el 30 de abril de 2016 (Inglés/Español)
f. Fondos de Actividad de Padres hasta el 30 de abril de 2016 (Inglés/Español)
g. Informe de Comidas de Padres hasta el 30 de abril de 2016 (Inglés/Español)
h. Informe de Programa de Alimentos Cuidado de Niños y Adultos/Cocina Central abril 2016
i. Informe de Inscripción/ Promedio Asistencia de Diaria HS/EHS Kern, EHS del Condado de San Joaquín, y EHS de las Asociaciones de Cuidado Infantil fecha abril 2016
j. Carta de terminación del Consejo de Política para Erica Ruvalcaba fecha de 29 de abril del 2016 (Inglés/Español)

k. Centros de Trabajos de América El Programa de Eficiencia Energética y Energías Renovables (Inglés/Español)
l. Conservación de las Tierras Salvajes las maravillas entre semana Preservación Wind Wolves
m. Departamento de Salud y Servicios Humanos Administración para Niños y Familias Aumento de la financiación para Head Start ACF-PI-HS-16-03 fecha 04/27/2016 (Inglés/Español)
n. Departamento de Salud y Servicios Humanos Administración para Niños y Familias se dispone de fondos suplementarios para extender la duración de los servicios en Head Start y Early Head Start ACF-PI-HS-16-02 fecha 04/25/2016 (Inglés/Español)
o. Oficina de Head Start Ajuste del Costo de Vivienda (COLA) Carta de Orientación de Financiación, Fecha 6 de mayo del 2016, para 09HP0036 (Las Asociaciones de Cuidado Infantil de Early Head Start)
p. Oficina de Head Start Ajuste del Costo de Vivienda (COLA) Carta de Orientación de Financiación, Fecha 10 de mayo del 2016, para 09CH9142 (Head Start y Early Head Start Kern)
q. Oficina de Head Start Ajuste del Costo de Vivienda (COLA) Carta de Orientación de Financiación, Fecha 10 de mayo del 2016, para 09CH010071 (Early Head Start San Joaquin)
r. El Acta del Subcomité de Planificación del Consejo de Política (Inglés/Español)
s. El Acta del Subcomité de Estatutos del Consejo de Política (Inglés/Español)
t. El Acta del Subcomité de Personal del Consejo de Política (Inglés/Español)

El Vicepresidente pido una moción para recibir y archivar temas de comunicación (a) – (n) de la agenda del 28 de abril del 2016.

El Presidente pidió una moción para recibir y archivar los temas de comunicación a-t. Moción fue hecha por Bryce Bray. Moción fue aprobado con unanimidad.

17. <u>Anuncios-</u> Presidente

a. La Sra. Womack le dio las gracias a los miembros y les animó a mantener la motivación.
b. Se recordó a los miembros que a partir de la reunión de junio las reuniones comenzará a las 5:45 y la cena a las 5:15.
c. El tema de la reunión de junio es hawaiano, así que asegúrese de llevar sus collares y sus camisas floreadas.
d. Volver a las actividades escolares se llevará a cabo en Ridgecrest el 29 de julio de 2016, y en Bakersfield que se llevará a cabo el 4 de agosto de 2016, en los terrenos de la Feria. Estos son buenos eventos donde hay una gran cantidad de información compartida y mochilas dados a los niños.
e. Se anunció que CAPK recaudó más de $ 2.000.00 a través de la campaña Dale grande Kern
f. Tai'Rance le dio las gracias a todos por tenerlo aquí y animó a todos a ir a Crystal Palace de Buck Owens, ya que es un gran lugar.

18. <u>Cierre de Sesión</u> –Presidente

a. La reunión se cerró a las 6:57 p.m. por el Presidente.

Traducido- 06.13.16 por Argelia Diaz/ Asistente de Servicios Familiares y Gobernación

Head Start
and State Preschool
Birth to age 5
capk

Policy Council Agenda
June 30, 2016
5005 Business Park North, Suite 130
Bakersfield, CA 93309
5:45-7:00 p.m.

1. **Call to Order** — Chairperson
   a. Moment of Silence, Pledge of Allegiance
   b. Reading of Promise of Community Action

   "Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community and we are dedicated to helping people help themselves and each other."

2. **Roll Call/Set Quorum** — Secretary

3. **Approval of Agenda** — Chairperson — ***ACTION**
   a. Date of Agenda: June 30, 2016

4. **Approval of Minutes** — Chairperson — ***ACTION**
   a. Date of Minutes: May 26, 2016

5. **Presentation of Guests /Public Forum**
   a. *The public wishing to address the full Policy Council may do so at this time. Policy Council members may respond briefly to statements made or questions posed. However, the PC will take no action other than that referring the item(s) to staff for study and analysis.* ***Speakers are limited to five minutes each.*** *If more than one person wishes to address the same topic, total group time for the topic will be 10 minutes. Please state your name before making your presentation. Thank you.*

6. **Standing Committee Reports** — (5 mins. each)
   a. Personnel Committee — Ana Luna — **Verbal Report**
   b. Planning Committee — Jason Warren — **Verbal Report**
   c. Finance Committee — Caterina Cerda — **Verbal Report**
   d. By-Laws Committee — Janeth Rivera — **No Report**

7. **Human Resources** — ***ACTION**
   a. Human Resources Report- Maura Sandoval, Staffing Specialist
   b. Executive Session- Mike Lackman, Human Resource Manager

8. **Presentations**
   None

9. **New Business** — Chairperson — ***ACTION**
   a. Request to approve the termination of PC Member Josenn Vergara
   b. Head Start/Early Head Start Kern 2016-2017 Budget Revision J. Meade, PDM Administrator
   c. EHS San Joaquin 2016-2017 Budget Revision J. Meade, PDM Administrator
   d. EHS Child Care Partnerships 2015-2016 Budget Revision J. Meade, PDM Administrator
   e. EHS Child Care Partnerships Carryover Request J. Meade, PDM Administrator

This is to certify that this agenda notice was posted in the lobby of the CAPK Administration Office at 5005 Business Park North, Bakersfield, CA and online at www.capk.org by 12:00pm, June 23, 2016. Janelle Gonzale[illegible] m Governance Coordinator.

Head Start
and State Preschool
Birth to age 5
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10. Consent Calendar Policy Council

Information concerning the Consent item(s) listed below has been forwarded to each Policy Council Member for study prior to this meeting. Unless a PC member, or member of the public, has a question concerning a particular item and asks that it may be withdrawn from the Consent Calendar, the items are approved at one time by the full Policy Council. If there are any PC members, or members of the Public, wishing to remove any item from the Consent Calendar, please indicate at this time.

a.) None

11. Communications

a. Head Start & Early Head Start – Kern Budget vs. Actual Expenditures March 1, 2016 through May 31, 2016
b. Early Head Start – San Joaquin Budget vs. Actual Expenditures February 1, 2016 through May 31, 2016
c. Early Head Start Child Care Partnerships Budget vs. Actual Expenditures March 1, 2015 through May 31, 2016
d. Parent Local Travel & Child Care, March 1, 2016 through May 31, 2016 (English/Spanish)
e. Parent Activity Funds, March 1, 2016 through May 31, 2016(English/Spanish)
f. Parent Meals, March 1, 2016 through May 31, 2016 (English/Spanish)
g. Enrollment, Average Daily Attendance, and Child & Adult Care Food Program/Central Kitchen Report for HS/EHS Kern, EHS San Joaquin, and EHS Child Care Partnerships May 2016
h. Policy Council termination letter for Josenn Vergara dated May 2016 (English/Spanish)
i. PC Subcommittee Planning minutes dated June 2016 (English/Spanish)
j. PC Subcommittee Budget & Finance minutes dated May 19, 2016 (English/Spanish)
k. PC Subcommittee Personnel Minutes dated May 24, 2016 (English/Spanish)
l. PC Subcommittee Bylaws Minutes dated May 24, 2016 (English/Spanish)
m. Kern County Department of Child Support Services Health & Wellness Fair
n. Head Start's Comprehensive Approach to Child Development. HHS/ACF/OHS. 05/09/16
o. Comprehensive Services and T/TA in Head Start. HHS/ACF/OHS. 04/15/16
p. New Ways to Approach School Readiness in Home Visiting. HHS/ACF/OHS. 05/16/16
q. Head Start: Beyond 50 Years. HHS/ACF/OHS. 05/17/16
r. A Renewed Focus on Fathers HHS/ACF/OHS. 06/15/16
s. Ready Rosie online resource letter to parents

12. Program Governance Report/Training *Envision a Better Future*	Janelle Gonzalez	**Verbal Report**
13. Community Representative Report	Open	**No Report**
14. Policy Council Chairperson Report	Ashley Womack	**Verbal Report**
15. Board of Directors Representative Report	Ana Vigil	**Verbal Report**
16. Directors Report (HS/State Child Development)	Yolanda Gonzales	**Verbal Report**
17. Announcements	Chairperson	
18. Adjournment	Chairperson	

Next meeting is July 28, 2016 held at
5005 Business Park North, Suite 130, Bakersfield, CA 93309 at 5:45 p.m.

This is to certify that this agenda notice was posted in the lobby of the CAPK Administration Office at 5005 Business Park North, Bakersfield, CA and online at www.capk.org by 12:00pm, June 23, 2016. Janelle Gonzale n Governance Coordinator.

Head Start
and State Preschool
Birth to age 5
capk
Community Action Partnership of Kern

Agenda del Consejo de Política
30 de junio de 2016
5005 Business Park North, Salon de Conferencia 130
Bakersfield, CA 93309
5:45-7:00 p.m.

1. **Llamado a la orden** — Presidente
   a. Momento de silencio, Proclamación de Lealtad
   b. Lectura de la Promesa de la Asociación Comunitaria

   "La asociación de acción cambia la vida de las personas, incorpora el espíritu de esperanza, mejora comunidades, y hace de América un mejor lugar donde Vivir. Nos preocupamos por la comunidad entera y estamos dedicados a ayudar a las personas a que se ayuden a sí mismas y a los demás."

2. **Pasar lista/Establecer Quórum** — Secretaria

3. **Aprobación de la Agenda** — Presidente — ***ACCIÓN**
   a. Fecha de Agenda: 30 de junio, 2016

4. **Aprobación del Acta** — Presidente — ***ACCIÓN**
   a. Fecha del Acta: 26 de mayo, 2016

5. **Presentación de Invitado/Foro Público**
   a. *El público que desee dirigirse al Consejo de Política podrá hacerlos. Los miembros del Consejo de Política podrán responder brevemente a las declaraciones formuladas o a preguntas formuladas. Sin embargo, el PC no tomara ninguna otra acción que no sea la de remitir dichos asuntos al personal para su estudio y análisis.* ***Los Presentadores se limitaran a cinco minutos cada uno.*** *Si más de una persona desea tratar el mismo tema, se le concederá al grupo total de 10 minutos para ese tema. Por favor indique cuál es su nombre antes de hacer su presentación, Gracias.*

6. **Informes de los Comités Vigentes** — (5 mins. cada uno)

a. Comité de Personal	Ana Luna	Informe Verbal
b. Comité de Planificación	Jason Warren	Informe Verbal
c. Comité de Finanzas	Caterina Cerda	Informe Verbal
d. Comité de Estatutos	Janeth Rivera	Ningún Informe

7. **Recursos Humano** — ***ACCIÓN**
   a. Informe de Recursos Humanos- Maura Sandoval, Especialista del Personal
   b. Sesión Ejecutiva- Mike Lackman, Gerente de Recursos Humanos

8. **Presentaciones**
   Ninguno

9. **Nuevos Asuntos** — Presidente — ***ACCIÓN**
   a. Solicitud para aprobar la terminación del miembro de PC Josenn Vergara
   b. Revisión del Presupuesto HS/EHS Kern 2016-2017 J. Meade, Administrador de PDM
   c. Revisión del Presupuesto de EHS San Joaquin 2016-2017 J. Meade, Administrador de PDM
   d. Revisión del Presupuesto de las Asociaciones de Cuidado Infantil EHS de 2015-2016 J. Meade, Administrador de PDM
   e. Solicitud para aplazamiento para las Asociaciones de Cuidado Infantil EHS J. Meade, Administrador de PDM

Certificamos que este aviso de agenda fue publicada en el vestíbulo de la Oficina de Administración CAPK en 5005 Business Park Norte, Bakersfield, CA y en línea en www.capk.org de las 12:00 pm, 23 de junio de 2016. Ja[illegible]nzález, Coordinadora del Programa de Gobernación

Head Start
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10. **Calendario de Consentimiento** Consejo de Política **Sugerencias**

Información concerniente a los artículos de consentimiento que aparecen en la lista siguiente ha sido enviada a cada miembro del Consejo de Política para que la estudien previo a la reunión a menos que algún miembro del Consejo de Política, o miembro del público tenga alguna pregunta concerniente a algún asunto en particular de los temas en la lista y solicite que sea retirado del Calendario de Consentimiento, los artículos se dan por aprobados de una vez por el Consejo de Política en su totalidad. Si hay algún miembro del Consejo de Política o miembro del público que desea remover algún artículo del Calendario de Consentimiento, por favor indíquelo ahora mismo.

a. Ninguno

11. **Comunicaciones**

a. Head Start y Early Head Start- Kern Presupuesto vs. Informe Actual de gastos 1 de marzo, 2016 hasta 31 de mayo, 2016
b. Early Head Start- San Joaquín Presupuesto vs. Informe Actual de gastos 1 de febrero de 2016 hasta 31 de mayo de 2016
c. Las Asociaciones de Early Head Start Cuidado Infantil Presupuesto vs. Informe Actual de Gastos 1 de marzo de 2015 hasta el 31 de mayo de 2016
d. Viaje local de Padres y cuidado infantil, 1 de marzo del 2016 hasta el 31 de mayo de 2016
e. Fondos de Actividad de Padres 1 de marzo del 2016 hasta el 31 de mayo de 2016
f. Informe de Comidas de Padres 1 de marzo del 2016 hasta el 31 de mayo de 2016
g. Informe de Inscripción, Promedio Asistencia Diaria, y Programa de Alimentos Cuidado de Niños y Adultos/Cocina Central de HS/EHS Kern, EHS del Condado de San Joaquín, y EHS de las Asociaciones de Cuidado Infantil mayo 2016
h. Carta de terminación del Consejo de Política para Josenn Vergara fecha de 29 de abril del 2016
i. El acta del Comité de Planificación del PC con fecha de junio 2016
j. El acta del Comité de Finanzas del PC con fecha de 19 de mayo de 2016
k. El acta del Comité de Personal del PC con fecha de 24 de mayo de 2016
l. El acta del Comité del Estatutos del PC con fecha de 24 de mayo de 2016
m. Dpto. de Servicios de Manutención de Niños del Condado de Kern Feria de Salud y Bienestar
n. El enfoque integral de Head Start sobre Desarrollo Infantil. HHS/ACF/OHS. 05/09/16
o. Servicios Amplios y T/TA en Head Start. HHS/ACF/OHS. 04/15/16
p. Nuevas Maneras de Enfocarse en la Preparación Escolar en las visitas del hogar. HHS/ACF/OHS. 05/16/16
q. Head Start: Mas aya de los 50 Años. HHS/ACF/OHS. 06/17/16
r. Un enfoque renovado en los Padres HHS/ACF/OHS. 06/15/16
s. Ready Rosie una carta de recursos en la web para padres

12. **Informes del Consejo de Política/Entrenamiento**	Janelle Gonzalez	**Informe Verbal**
13. **Informe de Representante Comunitario**	Abierto	**Ninguno**
14. **Informe de Presidente del Consejo de Política**	Ashley Womack	**Informe Verbal**
15. **Informe del Representante de la Mesa Directiva**	Ana Vigil	**Informe Verbal**
16. **Informe de la Directora de (Head Start)**	Yolanda Gonzales	**Informe Verbal**
17. **Anuncios**	Presidente	
18. **Cierre de Sesión**	Presidente	

Próxima reunión es el 28 de julio del 2016 en
5005 Business Park North, Salon 130, Bakersfield, CA 93309 a las 5:30 p.m.

Certificamos que este aviso de agenda fue publicada en el vestíbulo de la Oficina de Administración CAPK en 5005 Business Park Norte, Bakersfield, CA y en línea en www.capk.org de las 12:00 pm, 23 de junio de 2016. Ja_19_nzález, Coordinadora del Programa de Gobernación

COMMUNITY ACTION PARTNERSHIP OF KERN

MEMORANDUM

To: Policy Council Finance Committee

From: Donna Holland, Fiscal Manager

Date: June 23, 2016

Subject: Head Start & Early Head Start Kern 2016-2017 Budget Revision

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Beginning in March 2016, CAPK changed its methodology for charging centralized administration costs to their grants from a Direct Cost Rate to an Indirect Cost Rate. Following the Uniform Guidance, the agency selected the option of a 10% De Minimis Indirect Cost Rate. This change requires us to submit a budget revision to the Office of Head Start.

Included with this memorandum is a summary that provides an overview of the revisions to the budget resulting from moving the costs of centralized administrative functions from the various direct cost categories to the Indirect cost category.

In addition, this budget revision includes the following:

- The 1.8% Cost of Living Adjustment, which was approved by the Policy Council last month.
- An increase to the Supply category for the purchase of Early Head Start curriculum;
- An increase to the Other category for building maintenance and repair.

Recommendation

Staff recommends the Policy Council approve the Head Start/Early Head Start Kern 2016-2017 budget revision.

ASOCIACIÓN DE ACCIÓN COMUNITARIA DE KERN
MEMORÁNDUM

Para: Comité del Finanzas del Consejo de Política

De: Donna Holland, Gerente Fiscal

Fecha: 23 de junio de 2016

Tema: Revisión del Presupuesto 2016-2017 Head Start & Early Head Start del Condado de Kern

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A partir de marzo 2016, CAPK cambió su metodología para la carga de los costos de administración centralizada para sus donaciones a partir de una tasa de costos directo a una tasa de costos indirectos. Siguiendo la orientación Uniforme, la agencia ha seleccionado la opción de una tasa de minimis de costos indirectos 10%. Este cambio nos obliga a presentar una revisión del presupuesto de la Oficina de Head Start.

Incluido con este memorándum es un resumen que ofrece una visión general de las revisiones del presupuesto resultando trasladar los costos de las funciones administrativas centralizadas de las diversas categorías de costes directo a la categoría de costos indirectos.

Además, la presente revisión presupuestaria incluye lo siguiente:

- El 1.8% Ajuste del Costo de Vida, el cual fue aprobado por el Consejo de Política el mes pasado.
- Un aumento de la Categoría de suministro para la adquisición de planes de estudio Early Head Start;
- Un aumento a la otra categoría para la construcción de mantenimiento y reparación.

Recomendaciones:
El personal recomienda que el Consejo de Política apruebe la revisión del Presupuesto 2016-2017 Head Start & Early Head Start del Condado de Kern.

COMMUNITY ACTION PARTNERSHIP OF KERN

MEMORANDUM

To: Policy Council Finance Committee

From: Donna Holland, Fiscal Manager

Date: June 23, 2016

Subject: Early Head Start Child Care Partnerships 2015-2016 Budget Revision

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Beginning in March 2016, CAPK changed its methodology for charging centralized administration costs to their grants from a Direct Cost Rate to an Indirect Cost Rate. Following the Uniform Guidance, the agency selected the option of a 10% De Minimis Indirect Cost Rate. This change requires us to submit a budget revision to the Office of Head Start.

Included with this memorandum is a summary that provides an overview of the revisions to the budget resulting from moving the costs of centralized administrative functions from the various direct cost categories to the Indirect cost category. In addition, this budget revision includes the 1.8% Cost of Living Adjustment, which was approved by the Policy Council last month.

The primary adjustment noted in this budget revision falls in the category of Contractual; specifically, contractual payments to child care partners. As we approach the end of the initial 18-month project period of the Early Head Start Child Care Partnership program, we have identified significant savings in the Contractual category. The original budget was developed to reflect the annualized cost of contractual payments. Actual services and payments began after the initial start-up period; thus, we estimate that $315,000 of funds budgeted for this purpose will be unexpended at year-end (August 31, 2016). This revision re-budgets these funds to the following categories:

- Equipment - $150,000 for the purchase of shade structures and Pour & Play surfaces for three locations;
- Supplies - $65,000 for office supplies, curriculum, classroom start-up furnishings and materials, and health & safety supplies for two additional partners;
- Other: - $100,000 for minor renovations and repairs, flooring, paint, etc.

After the revision and the projects have been approved by Office of Head Start, CAPK will request to carry over the funds for any projects that cannot be completed by August 31.

Recommendation

Staff recommends the Policy Council approve the Early Head Start Child Care Partnerships 2015-2016 budget revision.

ASOCIACIÓN DE ACCIÓN COMUNITARIA DE KERN
MEMORÁNDUM

Para: Comité del Finanzas del Consejo de Política

De: Donna Holland, Gerente Fiscal

Fecha: 23 de junio de 2016

Tema: Revisión del Presupuesto 2015-2016 Asociaciones de Cuidado Infantil Early Head Start

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A partir de marzo 2016, CAPK cambió su metodología para la carga de los costos de administración centralizada para sus donaciones a partir de una tasa de costos directo a una tasa de costos indirectos. Siguiendo la orientación Uniforme, la agencia ha seleccionado la opción de una tasa de minimis de costos indirectos 10%. Este cambio nos obliga a presentar una revisión del presupuesto de la Oficina de Head Start.

Incluido con este memorándum es un resumen que ofrece una visión general de las revisiones del presupuesto resultando trasladar los costos de las funciones administrativas centralizadas de las diversas categorías de costes directo a la categoría de costos indirectos. Además, la presente revisión presupuestaria incluye el 1.8% Ajuste del Costo de Vida, el cual fue aprobado por el Consejo de Política el mes pasado.

El ajuste primario se señala en la presente revisión presupuestaria cae en la categoría del contrato; En concreto, los pagos contractuales a los socios de cuidado infantil. A medida que nos acercamos al final del período de proyecto de 18 meses inicial del programa de la Asociación Infantil Early Head Start, hemos identificado un importante ahorro en la categoría contractual. El presupuesto original fue desarrollado para reflejar el costo anualizado de los pagos contractuales, servicios reales y los pagos comenzaron después del período inicial; por lo tanto, se estimado ser $ 315,000 fondos presupuestados sin utilizar al final del año (31 de agosto, 2016). Esta revisión re-presupuestos de estos fondos a las siguientes categorías:

- Equipo - $ 150,000 para la compra de estructuras de sombra y Pour & Play superficies para tres lugares;
- Suministros - $ 65,000 para los equipos de oficina, programa, los muebles para la clase y materiales y suministros de salud y seguridad para los dos socios adicionales;
- Otros: - $ 100,000 para las renovaciones y reparaciones menores, pisos, pintura, etc.

Después que la revisión y los proyectos han sido aprobados por la Oficina de Head Start, CAPK solicitará trasladar los fondos de la financiación para los proyectos que no se pueden terminar antes del 31 de agosto.

Recomendaciones:
El personal recomienda que el Consejo de Política apruebe las revisiones del presupuesto del 2015-2016 de las Asociaciones de Cuidado Infantil Early Head Start.

COMMUNITY ACTION PARTNERSHIP OF KERN

MEMORANDUM

To: Policy Council Finance Committee

From: Donna Holland, Fiscal Manager

Date: June 23, 2016

Subject: Early Head Start San Joaquin 2016-2017 Budget Revision

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Beginning in March 2016, CAPK changed its methodology for charging centralized administration costs to their grants from a Direct Cost Rate to an Indirect Cost Rate. Following the Uniform Guidance, the agency selected the option of a 10% De Minimis Indirect Cost Rate. This change requires us to submit a budget revision to the Office of Head Start.

Included with this memorandum is a summary that provides an overview of the revisions to the budget resulting from moving the costs of centralized administrative functions from the various direct cost categories to the Indirect cost category. In addition, this budget revision includes the 1.8% Cost of Living Adjustment, which was approved by the Policy Council last month.

The primary adjustment noted in this budget revision falls in the category of personnel; specifically, salaries and fringe benefits. As we end our first year of operating the EHS program in San Joaquin County, we have experienced many obstacles to reaching full funded enrollment. These obstacles include facility occupancy delays, an over-saturation of home based services in the community, and a high level of turnover and challenge in recruiting qualified staff. Within our first 11 months of operation, the turnover rate has grown to 29.7%. Our approach to resolve this issue is to reduce the number of children being served in the home based program option and to increase rates of pay to be more in line with our primary competitor for qualified staff, which is the San Joaquin County Office of Education (Head Start grantee). These more competitive rates of pay coupled with offering the more expensive center based program option will limit the number of children we can serve in San Joaquin County to 271. This reduction in slots will not require us to lay off staff, as we have already experienced sufficient loss of staff, and have yet to hire staff for the facilities still under renovation. More importantly, we will not create any loss of services to enrolled children with this reduction, decrease in slots will be met through attrition.

Recommendation

Staff recommends the Policy Council approve the Early Head Start San Joaquin 2016-2017 budget revision, including the reduction of funded enrollment to 271 slots.

ASOCIACIÓN DE ACCIÓN COMUNITARIA DE KERN
MEMORÁNDUM

Para: Comité del Finanzas del Consejo de Política

De: Donna Holland, Gerente Fiscal

Fecha: 23 de junio de 2016

Tema: Revisión del Presupuesto 2016-2017 Early Head Start San Joaquin

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A partir de marzo 2016, CAPK cambió su metodología para la carga de los costos de administración centralizada para sus donaciones a partir de una tasa de costos directo a una tasa de costos indirectos. Siguiendo la orientación Uniforme, la agencia ha seleccionado la opción de una tasa de minimis de costos indirectos 10%. Este cambio nos obliga a presentar una revisión del presupuesto de la Oficina de Head Start.

Incluido con este memorándum es un resumen que ofrece una visión general de las revisiones del presupuesto resultando trasladar los costos de las funciones administrativas centralizadas de las diversas categorías de costes directo a la categoría de costos indirectos. Además, la presente revisión presupuestaria incluye el 1.8% Ajuste del Costo de Vida, el cual fue aprobado por el Consejo de Política el mes pasado.

El ajuste primario se señala en la presente revisión presupuestaria cae en la categoría de personal; En concreto, los salarios y beneficios marginales. Al terminar nuestro primer año de operación del programa EHS en el Condado de San Joaquín, hemos experimentado muchos obstáculos para llegar a la matrícula total financiado. Estos obstáculos incluyen retrasos de las instalaciones de ocupación, un sobre-saturación de los servicios basados en el hogar en la comunidad, y un alto nivel de rotación y un reto para contratar personal calificado. Dentro de los primeros 11 meses de funcionamiento, la tasa de rotación ha crecido hasta el 29.7%. Nuestro enfoque para resolver este problema es reducir el número de niños que se sirve en la opción del programa basado en el hogar y aumentar las tasas de pago para estar más en línea con nuestro principal competidor para el personal calificado, que es la Oficina de Educación del Condado de San Joaquín (concesionario de Head Start). Estas tasas más competitivas de pago, junto con ofrecer la opción del programa basado en el centro más caro limitarán el número de niños que podremos servir en el Condado de San Joaquín a 271. Esta reducción de espacios no nos va a requerir que despidamos personal, como ya hemos experimentado pérdida suficiente de personal, y sin embargo tiene que contratar personal para las instalaciones aún en proceso de renovación. Más importante aún, no vamos a crear cualquier pérdida de servicios a los niños inscritos con esta reducción, disminución de los espacios será recibido por desgaste.

Recomendaciones:
El personal recomienda que el Consejo de Política apruebe la revisión del Presupuesto 2016-2017 Early Head Start San Joaquin, incluyendo la reducción de la inscripción de espacios a 271.

COMMUNITY ACTION PARTNERSHIP OF KERN

MEMORANDUM

To: Policy Council Finance Committee

From: Donna Holland, Fiscal Manager

Date: June 23, 2016

Subject: Early Head Start Child Care Partnerships Carryover Request

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Base Funding
As CAPK approaches the end of the initial 18-month budget period of the Early Head Start (EHS) Child Care Partnership program, we have identified significant savings in the Contractual category. The original budget was developed to reflect the annualized cost of contractual payments. Actual services and payments began after the initial start-up period; thus, we estimate that $315,000 of funds budgeted for this purpose will be unexpended at year-end (August 31, 2016). This revision re-budgets these funds to the following categories:

- Equipment - $150,000 for the purchase of shade structures and Pour & Play surfaces for three locations;
- Supplies - $65,000 for office supplies, curriculum, classroom start-up furnishings and materials, and health & safety supplies for two additional partners;
- Other: - $100,000 for minor renovations and repairs, flooring, paint, etc.

After the revision and the projects have been approved by Office of Head Start, CAPK will request to carry over the funds for any projects that cannot be completed by August 31.

Training & Technical Assistance Funding
As part of the initial 18-month budget period, funds for the purpose of Training & Technical Assistance (T&TA) were awarded in two parts:

- $16,800 for 3/1/2015 through 2/29/2016 (12 months);
- $84,000 for 3/1/2016 through 8/31/2016 (6 months).

The Office of Head Start has informed grantees that for EHS Child Care Partnerships only, unexpended T&TA funds may be carried over to the following budget period

Recommendation
Staff recommends the Policy Council approve that CAPK submit a request to Office of Head Start to carry over unexpended Base and Training & Technical Assistance funds to the 2016-2017 budget period.

ASOCIACIÓN DE ACCIÓN COMUNITARIA DE KERN
MEMORÁNDUM

Para: Comité del Finanzas del Consejo de Política

De: Donna Holland, Gerente Fiscal

Fecha: 23 de junio de 2016

Tema: Asociaciones de Cuidado Infantil Early Head Start Solicitud de Aplazamiento

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Fondos de Base
Como CAPK se acerca al final del período del presupuesto inicial de 18 meses del programa de la Asociación de Cuidado Infantil (EHS) Early Head Start, hemos identificado un ahorro significante en la categoría contractual. El presupuesto original fue desarrollado para reflejar el costo anualizado de los pagos contractuales. Servicios reales y los pagos actuales comenzaron después del período de puesta en marcha inicial; por lo tanto, se estima que $ 315,000 fondos presupuestados para este fin será sin utilizar al final del año (31 de agosto, 2016). Esta revisión re-presupuestos de estos fondos a las siguientes categorías:

- Equipo - $ 150,000 para la compra de estructuras de sombra y Pour & Play superficies para tres lugares;
- Suministros - $ 65,000 para los equipos de oficina, programa, los muebles para la clase y materiales y suministros de salud y seguridad para los dos socios adicionales;
- Otros: - $ 100,000 para las renovaciones y reparaciones menores, pisos, pintura, etc.

Después de la revisión y los proyectos han sido aprobados por la Oficina de Head Start, CAPK solicitará trasladar los fondos de la financiación para los proyectos que no se pueden terminar antes del 31 de agosto.

Capacitación y Financiación de Asistencia Técnica
Como parte del período inicial presupuesto de 18 meses, los fondos para el propósito de Capacitación y Asistencia Técnica (T & TA) se adjudicaron en dos partes:

- $16,800 para 3/1/2015 hasta 2/29/2016 (12 meses);
- $84,000 para 3/1/2016 hasta 8/31/2016 (6 mese).

La Oficina de Head Start ha informado a los beneficiarios de las asociaciones de EHS de cuidado infantil que, los fondos no gastados de T & TA podrá ser transferibles la siguiente periodo presupuestario.

Recomendaciones:
El personal recomienda que el Consejo de Política apruebe que CAPK entregue la solicitud a la Oficina de Head Start para transferir los fondos inesperados de Capacitación y Asistencia Técnica del presupuesto del 2016-2017.

COMMUNITY ACTION PARTNERSHIP OF KERN
MEMORANDUM

To: Policy Council Finance Committee

From: Donna Holland, Fiscal Manager

Subject: Kern Head Start and Early Head Start Budget to Actual Report for the Period Ended May 31, 2016

Date: June 23, 2016

The following are highlights of the Head Start/Early Head Start Budget to Actual Report for the period March 1, 2015 through May 31, 2016.

Personnel & Fringe Benefits
The majority of Head Start employees are off during the months of June and July; thus, the actual salaries are not expended equally over the fiscal year, and are expected to be a bit higher through May.

Early Head Start salaries and fringe benefits are partially offset by earned revenues from its California Department of Education (CDE) General Child Care contract. Revenues tend to trend upward during the spring and early summer months; thus, the net cost of salaries and fringe benefits to Early Head Start are lower than expected. Staff continuously monitor for any savings in these categories that may be used elsewhere in the program.

Equipment
Funds in this category were budgeted for the purchase of four program vehicles and three playground/shade structures. These purchases have not yet been made.

Supplies
Purchases of supplies are on track for this point in the program year.

Contractual
The annual cost of software support and maintenance for the Head Start/Early Head Start child tracking data base is paid in full at the beginning of the fiscal year.

Other
Maintenance and repair expenditures are expected to increase over the summer, when many Head Start classrooms are unoccupied, and planned projects will be executed.

Training & Technical Assistance
Expenditures supporting training & technical assistance are on track for this point in the program year.

Indirect
Effective 3/1/2016, CAPK transitioned to the 10% De Minimis Indirect Cost Rate to allocate costs of centralized administrative functions to each grant. Staff are in the process of revising its Head Start and Early Head Start budgets to accommodate this method of cost allocation. The budget for Head Start and Early Head Start Base Funds had already identified planned expenditures for centralized administration; however, these amounts will be adjusted and also included in the Training & Technical Assistance budgets.

Non-Federal Share
With 25% of the budget period elapsed, total Non-Federal Share (the sum of California Department of Education funding and in-kind) is at 35% of budget.

- California Department of Education
  Estimated non-federal revenues through May 2016 are at 30% of budget.

- In-Kind
  Year-to-date in-kind is at 39% of budget.

The five centers with the highest percentage of goal met were Planz, Fairfax, Sunrise Villa, Casa Loma, and Alicante. A total of 41 out of 46 centers and groups met or exceeded 25% of goal.

The five centers with the lowest percentage of goal met were Tehachapi, Wasco, Pete H. Parra, Rosamond, and Mojave. Three of the 5 centers are at 21% of the goal or higher.

Community Action Partnership of Kern
Head Start and Early Head Start
Budget to Actual Report
Budget Period: March 1, 2016 - February 28, 2017
Report Period: March 1, 2016 - May 31, 2016
Month 3 of 12 (25%)

Prepared 6/13/2016

	HEAD START					EARLY HEAD START				
BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	9,447,917	2,530,608	6,917,309	27%	73%	2,204,558	170,460	2,034,098	8%	92%
FRINGE BENEFITS	3,098,053	796,659	2,301,394	26%	74%	707,899	29,876	678,022	4%	96%
TRAVEL	0	1,001	(1,001)			0	150	(150)		
EQUIPMENT	255,000	0	255,000	0%	100%	65,000	0	65,000		
SUPPLIES	1,095,095	169,602	925,493	15%	85%	232,070	31,930	200,139	14%	86%
CONTRACTUAL	82,680	29,629	53,051	36%	64%	14,320	4,362	9,959	30%	70%
CONSTRUCTION	0	0	0			0	0	0		
OTHER	3,482,835	686,649	2,796,186	20%	80%	381,247	69,680	311,567	18%	82%
INDIRECT	1,477,845	421,459	1,056,385	29%	71%	275,058	30,646	244,413	11%	89%
TOTAL BASE FUNDING	**18,939,426**	**4,635,608**	**14,303,818**	**24.5%**	**76%**	**3,880,151**	**337,103**	**3,543,048**	**8.7%**	**91%**
TRAINING & TECHNICAL ASSISTANCE	**HEAD START**					**EARLY HEAD START**				
TRAVEL	30,627	11,446	19,181	37%	63%	36,382	2,242	34,140	6%	94%
SUPPLIES	20,935	10,919	10,017	52%	48%	22,981	1,549	21,432	7%	93%
CONTRACTUAL	18,484	6,506	11,978	35%	65%	11,689	954	10,735	8%	92%
OTHER	75,304	27,975	47,329	37%	63%	25,952	5,814	20,138	22%	78%
INDIRECT	0	5,685	(5,685)			0	11,216	(11,216)		
TOTAL TRAINING & TECHNICAL ASSISTANCE	**145,350**	**62,531**	**82,819**	**43.0%**	**57%**	**97,004**	**22,432**	**74,572**	**23.1%**	**77%**
GRAND TOTAL HS/EHS FEDERAL FUNDS	**19,084,776**	**4,698,138**	**14,386,638**	**24.6%**	**75%**	**3,977,155**	**359,535**	**3,617,620**	**9.0%**	**91%**

HEAD START and EARLY HEAD START NON-FEDERAL SHARE**

SOURCE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
CALIF DEPT OF ED	2,805,361	828,004	1,977,357	30%	70%
IN-KIND	2,960,122	1,162,706	1,797,416	39%	61%
TOTAL NON-FEDERAL	**5,765,483**	**1,990,710**	**3,774,773**	**34.5%**	**65%**

Centralized Administrative Cost	6.4%
Program Administrative Cost	2.0%
Total Administrative Cost	**8.4%**

Community Action Partnership of Kern Agency-Wide Credit Card Report *

	CURRENT	1 TO 30	31 TO 60	61 TO 90	OVER 90
Bank of America	5,230				
Lowe's	3,146	1,007			
Save Mart	1,908	79			
Smart & Final	72				
Chevron & Texaco Business Card	7,190				
Home Depot	6,491	1,010			
	24,037	**2,096**	**0**	**0**	**0**

CREDITS	TOTAL	STATEMENT DATE
	5,230	5/21/2016
	4,153	5/25/2016
	1,987	5/29/2016
	72	5/29/2016
	7,190	6/5/2016
	7,501	6/5/2016
	26,133	

* Expenditure details are included in the CAPK Financial Report

Budget reflects Notice of Award #09CH9142-03-00
Actual expenditures include posted expenditures and estimated adjustments through 5/31/2016.

Community Action Partnership of Kern
Head Start and Early Head Start
Non-Federal Share and In-Kind
Budget Period: March 1, 2016 through February 28, 2017
Report for period ending May 31, 2016 (Month 3 of 12)

Percent of year elapsed: 25%

LOCATION	FUNDED ENROLL-MENT	March	April	May	YTD Totals	IN-KIND GOAL	% OF GOAL MET
Alberta Dillard	68	10,164	11,434	6,909	28,506	79,573	36%
Alicante	34	6,487	9,033	9,673	25,192	39,787	63%
Buttonwillow	20	3,843	3,832	1,356	9,032	23,404	39%
California City	34	7,771	4,374	3,676	15,822	39,787	40%
Casa Loma	34	9,857	11,005	8,328	29,191	39,787	73%
Cleo Foran	34	8,301	7,125	5,035	20,462	39,787	51%
Delano	90	18,478	12,453	4,450	35,381	105,317	34%
East California	70	18,493	17,503	10,688	46,684	81,913	57%
Fairfax	68	24,746	24,907	18,439	68,092	79,573	86%
Fairview	34	6,551	0	10,537	17,088	39,787	43%
Faith Avenue	34	7,761	7,775	5,748	21,284	39,787	53%
Franklin	24	4,320	6,281	5,687	16,288	28,085	58%
Heritage Park	34	5,518	3,282	3,089	11,889	39,787	30%
Home Base	282	23,083	18,702	5,709	47,493	164,997	29%
Lamont	34	8,086	5,447	3,598	17,131	39,787	43%
Lost Hills	20	5,126	3,764	4,058	12,947	23,404	55%
Martha J. Morgan	83	21,645	18,320	13,606	53,572	97,126	55%
McFarland	34	7,117	5,318	2,921	15,355	39,787	39%
Mojave	34	1,705	1,322	626	3,652	39,787	9%
Noble	34	9,834	9,519	4,957	24,309	39,787	61%
Oasis	84	15,160	14,612	8,735	38,507	98,296	39%
Oildale	34	7,145	5,882	4,163	17,190	39,787	43%
Pacific	62	7,811	5,521	7,046	20,378	72,552	28%
Pete H. Parra	148	18,039	16,303	2,063	36,406	173,189	21%
Pioneer	34	4,152	4,963	3,267	12,382	39,787	31%
Planz	34	12,315	9,952	11,905	34,172	39,787	86%
Primeros Pasos	96	17,026	14,397	9,496	40,919	112,338	36%
Rafer Johnson	34	6,998	7,724	4,100	18,822	39,787	47%
Roosevelt	34	9,039	7,464	5,924	22,427	39,787	56%
Rosamond	40	4,320	2,057	1,324	7,701	46,808	16%
San Diego Street	48	12,045	10,248	7,634	29,927	56,169	53%
Seibert	34	7,480	5,285	1,123	13,888	39,787	35%
Shafter	34	7,553	8,105	4,578	20,237	39,787	51%
Shafter HS/EHS	36	3,600	3,559	4,170	11,329	42,127	27%
Stella Hills	34	7,753	7,910	3,580	19,242	39,787	48%
Sterling	122	16,816	13,293	11,408	41,518	142,764	29%
Stine Road	138	19,014	17,856	19,894	56,763	161,487	35%
Sunrise Villa	34	13,146	12,263	6,775	32,184	39,787	81%
Taft	54	11,726	12,897	8,130	32,752	63,190	52%
Tehachapi	34	4,004	3,168	2,343	9,516	39,787	24%
Vineland	34	5,180	4,217	4,335	13,731	39,787	35%
Virginia	34	8,315	7,701	4,854	20,871	39,787	52%
Voorhies	34	6,800	4,709	3,424	14,933	39,787	38%
Wasco	34	4,131	3,015	1,346	8,492	39,787	21%
Williams	34	7,832	6,565	5,460	19,857	39,787	50%
Willow	102	15,391	13,008	7,279	35,677	119,360	30%
Administrative Services		0	0	0	0	0	NA
Program Services		5,049	4,138	4,115	13,302	93,094	14%
Policy Council and RPC		109	106	0	215	51,236	0%
Board of Directors		0	0	0	0	9,670	0%
SUBTOTAL IN-KIND	**2,539**	**466,834**	**408,311**	**287,560**	**1,162,706**	**2,960,122**	**39%**
State General Child Care*		120,864	119,822	119,056	359,742	1,031,472	35%
State Preschool*		149,169	143,305	132,049	424,523	1,680,926	25%
State Migrant Child Care*		15,723	13,870	14,146	43,739	92,963	47%
SUBTOTAL CA DEPT of ED		285,756	276,997	265,251	828,004	2,805,361	30%
GRAND TOTAL		752,590	685,308	552,811	1,990,710	5,765,483	35%

*May include estimates

COMMUNITY ACTION PARTNERSHIP OF KERN
MEMORANDUM

To: Policy Council Finance Committee

From: Donna Holland, Fiscal Manager

Subject: San Joaquin Early Head Start Budget to Actual Report for the Period Ended May 31, 2016

Date: June 23, 2016

The following are highlights of the San Joaquin Early Head Start Budget to Actual Report for the period March 1, 2015 through May 31, 2016.

Personnel & Fringe Benefits
Expenditures are less than budgeted at this point in the year due to vacancies and normal turnover. Savings in these categories are expected.

Travel
Expenditures for travel are higher than anticipated at this point in the program year. Staff are monitoring this line item and have identified savings in other areas to cover these costs.

Supplies
Expenditures for supplies are higher than anticipated at this point in the program year.

Contractual
The annual cost of software support and maintenance for the Head Start/Early Head Start child tracking data base is paid in full at the beginning of the fiscal year. Additional costs for software support and maintenance are higher than anticipated. Staff are monitoring this line item and have identified savings in other areas to cover these costs.

Other
Other expenditures are on track at this point in the program year.

Training & Technical Assistance
Expenditures supporting training & technical assistance are on track for this point in the program year.

Indirect
Effective 3/1/2016, CAPK transitioned to the 10% De Minimis Indirect Cost Rate to allocate costs of centralized administrative functions to each grant. Staff are in the process of revising its Head Start and Early Head Start budgets to accommodate this method of cost allocation. The budget for San Joaquin Early Head Start Base Funds had already identified planned expenditures for centralized administration; however, these amounts will be adjusted and also included in the Training & Technical Assistance and Carryover budgets.

Non-Federal Share
With 33% of the budget period elapsed, total Non-Federal Share is at 7% of budget.

Community Action Partnership of Kern
Early Head Start - San Joaquin County
Budget to Actual Report

Budget Period: February 1, 2016 - January 31, 2017

Report Period: February 1, 2016 - May 31, 2016

Month 4 of 12 (33%)

Prepared 6/14/2016

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	3,206,726	839,197	2,367,529	26%	74%
FRINGE BENEFITS	746,099	201,578	544,521	27%	73%
TRAVEL	14,940	12,553	2,387	84%	16%
EQUIPMENT	0	0	0		
SUPPLIES	185,425	102,714	82,712	55%	45%
CONTRACTUAL	2,000	8,418	(6,418)	421%	-321%
CONSTRUCTION	0	0	0		
OTHER	650,043	160,662	489,381	25%	75%
INDIRECT	102,767	134,461	(31,694)	131%	-31%
TOTAL	**4,908,000**	**1,459,582**	**3,448,418**	**30%**	**70%**

CARRYOVER FUNDS (pending Federal approval)					
EQUIPMENT	0	0	0		
SUPPLIES	0	0	0		
OTHER	0	0	0		
INDIRECT	0	0	0		
TOTAL	**0**	**0**	**0**		

TRAINING & TECHNICAL ASSISTANCE FUNDS					
TRAVEL	17,981	2,582	15,399	14%	86%
SUPPLIES	15,700	0	15,700	0%	100%
CONTRACTUAL	16,298	1,791	14,507	11%	89%
OTHER	31,918	4,746	27,172	15%	85%
INDIRECT	0	831	(831)		
TOTAL	**81,897**	**9,951**	**71,946**	**12%**	**88%**

GRAND TOTAL EHS FEDERAL FUNDS	**4,989,897**	**1,469,533**	**3,520,364**	**29%**	**71%**

NON-FEDERAL SHARE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	1,247,474	89,706	1,157,768	7%	93%
TOTAL NON-FEDERAL FUNDS	**1,247,474**	**89,706**	**1,157,768**	**7%**	**93%**

Centralized Administrative Cost	8.7%
Program Administrative Cost	4.0%
Total Administrative Cost	**12.7%**

Budget reflects Notice of Award #09CH010071-02-00.

Actual expenditures include posted expenditures and estimated adjustments through 5/31/2016.

COMMUNITY ACTION PARTNERSHIP OF KERN
MEMORANDUM

To: Policy Council Finance Committee

From: Donna Holland, Fiscal Manager

Subject: Early Head Start Child Care Partnerships
Budget to Actual Report for the Period Ended May 31, 2016

Date: June 23, 2016

The following are highlights of the Early Head Start Child Care Partnerships Budget to Actual Report for the period March 1, 2015 through May 31, 2016.

Start-Up Funds
Staff expect to fully expend the remaining start-up funds.

Personnel & Fringe Benefits
Savings are expected in these categories.

Supplies
Expenditures for supplies are higher than anticipated at this point in the program year. Staff are monitoring this line item and have identified savings in other areas to cover these costs.

Contractual
Significant savings are expected in this line item. Staff are in the process of identifying projects on which to expend the savings.

Other
Savings may be realized in this line item.

Training & Technical Assistance
Because of the large award amounts, Office of Head Start has advised grantees that a request to carry over unexpended funds should be submitted prior to the end of the funding period.

Indirect
Effective 3/1/2016, CAPK transitioned to the 10% De Minimis Indirect Cost Rate to allocate costs of centralized administrative functions to each grant. Staff are in the process of revising its Head Start and Early Head Start budgets to accommodate this method of cost allocation. The budget for Early Head Start Child Care Partnerships Base Funds had already identified planned expenditures for centralized administration; however, these amounts will be adjusted and also included in the Training & Technical Assistance and Start-Up budgets.

Non-Federal Share
Non-federal share documentation has been requested from the partners. The primary source of non-federal share will be the child subsidies received by the partners that support center-based services for the children enrolled in Early Head Start. It is estimated that the subsidies will meet the non-federal requirement.

Community Action Partnership of Kern
Early Head Start - Child Care Partnerships
Budget to Actual Report

Budget Period: March 1, 2015 - August 31, 2016
Report Period: March 1, 2015 - May 31, 2016
Month 15 of 18 (83%)

Prepared 06/14/2016

START-UP FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	0	0	0		
FRINGE BENEFITS	0	0	0		
TRAVEL	0	4,841	(4,841)		
EQUIPMENT	30,000	25,000	5,000	83%	17%
SUPPLIES	91,656	93,210	(1,554)	102%	-2%
CONTRACTUAL	0	0	0		
CONSTRUCTION	0	0	0		
OTHER	17,750	695	17,055	4%	96%
INDIRECT	0	6,436	(6,436)		
TOTAL START-UP FUNDING	**139,406**	**130,184**	**9,222**	**93%**	**7%**

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	161,918	97,091	64,827	60%	40%
FRINGE BENEFITS	57,488	28,436	29,052	49%	51%
TRAVEL	0	(17)	17		
EQUIPMENT	0	0	0		
SUPPLIES	16,935	40,677	(23,742)	240%	-140%
CONTRACTUAL	717,651	277,946	439,705	39%	61%
CONSTRUCTION	0	0	0		
OTHER	50,490	10,789	39,701	21%	79%
INDIRECT	3,518	25,665	(22,147)	730%	-630%
TOTAL BASE FUNDING	**1,008,000**	**480,588**	**527,413**	**48%**	**52%**

TRAINING & TECHNICAL ASSISTANCE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
TRAVEL	21,644	23,535	(1,891)	109%	-9%
SUPPLIES	26,642	2,005	24,637	8%	92%
CONTRACTUAL	0	9,199	(9,199)		
OTHER	52,514	9,265	43,249	18%	82%
INDIRECT	0	2,873	(2,873)		
TOTAL TRAINING & TECHNICAL ASSISTANCE	**100,800**	**44,004**	**56,796**	**44%**	**56%**

GRAND TOTAL FEDERAL FUNDS	1,248,206	654,775	593,431	52%	48%

NON-FEDERAL SHARE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	312,052	0	312,052	0%	100%
TOTAL NON-FEDERAL FUNDS	**312,052**	**0**	**312,052**	**0%**	**100%**

Centralized Administrative Cost	5.3%
Program Administrative Cost	1.2%
Total Administrative Cost	**6.5%**

Budget reflects Notice of Award #09HP0036/01.
The initial budget period is 18 months (3/1/2015 - 8/31/2016). The remaining budget periods will begin 9/1 and end 8/31.
Actual expenditures include posted expenditures and estimated adjustments through 5/31/2016.

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT LOCAL TRAVEL & CHILD CARE
2016-2017

KERN HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2016	$13,072.00	$382.18	$382.18	$12,689.82	8%	3%
APRIL 2016	$12,689.82	$698.09	$1,080.27	$11,991.73	17%	8%
MAY 2016	$11,991.73	$379.95	$1,460.22	$11,611.78	25%	11%
JUNE 2016	$11,611.78		$1,460.22	$11,611.78	33%	
JULY 2016	$11,611.78		$1,460.22	$11,611.78	42%	
AUGUST 2016	$11,611.78		$1,460.22	$11,611.78	50%	
SEPTEMBER 2016	$11,611.78		$1,460.22	$11,611.78	58%	
OCTOBER 2016	$11,611.78		$1,460.22	$11,611.78	67%	
NOVEMBER 2016	$11,611.78		$1,460.22	$11,611.78	75%	
DECEMBER 2016	$11,611.78		$1,460.22	$11,611.78	83%	
JANUARY 2017	$11,611.78		$1,460.22	$11,611.78	92%	
FEBRUARY 2017	$11,611.78		$1,460.22	$11,611.78	100%	

KERN EARLY HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2016	$2,128.00	$57.04	$57.04	$2,070.96	8%	3%
APRIL 2016	$2,070.96	$104.23	$161.27	$1,966.73	17%	8%
MAY 2016	$1,966.73	$56.75	$218.02	$1,909.98	25%	10%
JUNE 2016	$1,909.98		$218.02	$1,909.98	33%	
JULY 2016	$1,909.98		$218.02	$1,909.98	42%	
AUGUST 2016	$1,909.98		$218.02	$1,909.98	50%	
SEPTEMBER 2016	$1,909.98		$218.02	$1,909.98	58%	
OCTOBER 2016	$1,909.98		$218.02	$1,909.98	67%	
NOVEMBER 2016	$1,909.98		$218.02	$1,909.98	75%	
DECEMBER 2016	$1,909.98		$218.02	$1,909.98	83%	
JANUARY 2017	$1,909.98		$218.02	$1,909.98	92%	
FEBRUARY 2017	$1,909.98		$218.02	$1,909.98	100%	

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT LOCAL TRAVEL & CHILD CARE
2016-2017

SAN JOAQUIN EARLY HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
FEBRUARY 2016	$1,000.00	$0.00	$0.00	$1,000.00	8%	0%
MARCH 2016	$1,000.00	$8.50	$8.50	$991.50	17%	1%
APRIL 2016	$991.50	$6.24	$14.74	$985.26	25%	1%
MAY 2016	$985.26	$56.00	$70.74	$929.26	33%	7%
JUNE 2016	$929.26		$70.74	$929.26	42%	
JULY 2016	$929.26		$70.74	$929.26	50%	
AUGUST 2016	$929.26		$70.74	$929.26	58%	
SEPTEMBER 2016	$929.26		$70.74	$929.26	67%	
OCTOBER 2016	$929.26		$70.74	$929.26	75%	
NOVEMBER 2016	$929.26		$70.74	$929.26	83%	
DECEMBER 2016	$929.26		$70.74	$929.26	92%	
JANUARY 2017	$929.26		$70.74	$929.26	100%	

EARLY HEAD START CHILD CARE PARTNERSHIPS

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
SEPTEMBER 2015	$0.00	$0.00	$0.00	$0.00	8%	
OCTOBER 2015	$0.00	$0.00	$0.00	$0.00	17%	
NOVEMBER 2015	$0.00	$0.00	$0.00	$0.00	25%	
DECEMBER 2015	$0.00	$0.00	$0.00	$0.00	33%	
JANUARY 2016	$0.00	$0.00	$0.00	$0.00	42%	
FEBRUARY 2016	$0.00	$0.00	$0.00	$0.00	50%	
MARCH 2016	$0.00	$6.48	$6.48	($6.48)	58%	
APRIL 2016	($6.48)	$5.94	$12.42	($12.42)	67%	
MAY 2016	($12.42)	$48.34	$60.76	($60.76)	75%	
JUNE 2016	($60.76)		$60.76	($60.76)	83%	
JULY 2016	($60.76)		$60.76	($60.76)	92%	
AUGUST 2016	($60.76)		$60.76	($60.76)	100%	

Prepared by Donna Holland
June 15, 2016

COMMUNITY ACTION PARTNERSHIP OF KERN
VIAJES LOCALES DE LOS PADRES y CUIDADO DE NINOS
2016-2017

KERN HEAD START

MES	BALANCE INICIAL	LO QUE SE GASTO ESTE MES	LO QUE SE HA GASTADO HASTA ESTE ANO	SALDO RESTANTE	PORCEN-TAJE DEL ANO TRANSCUR-RIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
MARZO DEL 2016	$13,072.00	$382.18	$382.18	$12,689.82	8%	3%
ABRIL DEL 2016	$12,689.82	$698.09	$1,080.27	$11,991.73	17%	8%
MAYO DEL 2016	$11,991.73	$379.95	$1,460.22	$11,611.78	25%	11%
JUNIO DEL 2016	$11,611.78	$0.00	$1,460.22	$11,611.78	33%	
JULIO DEL 2016	$11,611.78	$0.00	$1,460.22	$11,611.78	42%	
AGOSTO DEL 2016	$11,611.78	$0.00	$1,460.22	$11,611.78	50%	
SEPTIEMBRE DEL 2016	$11,611.78	$0.00	$1,460.22	$11,611.78	58%	
OCTUBRE DEL 2016	$11,611.78	$0.00	$1,460.22	$11,611.78	67%	
NOVIEMBRE DEL 2016	$11,611.78	$0.00	$1,460.22	$11,611.78	75%	
DICIEMBRE DEL 2016	$11,611.78	$0.00	$1,460.22	$11,611.78	83%	
ENERO DEL 2017	$11,611.78	$0.00	$1,460.22	$11,611.78	92%	
FEBRERO DEL 2017	$11,611.78	$0.00	$1,460.22	$11,611.78	100%	

KERN EARLY HEAD START

MES	BALANCE INICIAL	LO QUE SE GASTO ESTE MES	LO QUE SE HA GASTADO HASTA ESTE ANO	SALDO RESTANTE	PORCEN-TAJE DEL ANO TRANSCUR-RIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
MARZO DEL 2016	$2,128.00	$57.04	$57.04	$2,070.96	8%	3%
ABRIL DEL 2016	$2,070.96	$104.23	$161.27	$1,966.73	17%	8%
MAYO DEL 2016	$1,966.73	$56.75	$218.02	$1,909.98	25%	10%
JUNIO DEL 2016	$1,909.98	$0.00	$218.02	$1,909.98	33%	
JULIO DEL 2016	$1,909.98	$0.00	$218.02	$1,909.98	42%	
AGOSTO DEL 2016	$1,909.98	$0.00	$218.02	$1,909.98	50%	
SEPTIEMBRE DEL 2016	$1,909.98	$0.00	$218.02	$1,909.98	58%	
OCTUBRE DEL 2016	$1,909.98	$0.00	$218.02	$1,909.98	67%	
NOVIEMBRE DEL 2016	$1,909.98	$0.00	$218.02	$1,909.98	75%	
DICIEMBRE DEL 2016	$1,909.98	$0.00	$218.02	$1,909.98	83%	
ENERO DEL 2017	$1,909.98	$0.00	$218.02	$1,909.98	92%	
FEBRERO DEL 2017	$1,909.98	$0.00	$218.02	$1,909.98	100%	

COMMUNITY ACTION PARTNERSHIP OF KERN
VIAJES LOCALES DE LOS PADRES y CUIDADO DE NINOS
2016-2017

SAN JOAQUIN EARLY HEAD START

MES	BALANCE INICIAL	LO QUE SE GASTO ESTE MES	LO QUE SE HA GASTADO HASTA ESTE ANO	SALDO RESTANTE	PORCEN-TAJE DEL ANO TRANSCUR-RIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
FEBRERO DEL 2016	$1,000.00	$0.00	$0.00	$1,000.00	8%	0%
MARZO DEL 2016	$1,000.00	$8.50	$8.50	$991.50	17%	1%
ABRIL DEL 2016	$991.50	$6.24	$14.74	$985.26	25%	1%
MAYO DEL 2016	$985.26	$56.00	$70.74	$929.26	33%	7%
JUNIO DEL 2016	$929.26	$0.00	$70.74	$929.26	42%	
JULIO DEL 2016	$929.26	$0.00	$70.74	$929.26	50%	
AGOSTO DEL 2016	$929.26	$0.00	$70.74	$929.26	58%	
SEPTIEMBRE DEL 2016	$929.26	$0.00	$70.74	$929.26	67%	
OCTUBRE DEL 2016	$929.26	$0.00	$70.74	$929.26	75%	
NOVIEMBRE DEL 2016	$929.26	$0.00	$70.74	$929.26	83%	
DICIEMBRE DEL 2016	$929.26	$0.00	$70.74	$929.26	92%	
ENERO DEL 2017	$929.26	$0.00	$70.74	$929.26	100%	

EARLY HEAD START CHILD CARE PARTNERSHIPS

MES	BALANCE INICIAL	LO QUE SE GASTO ESTE MES	LO QUE SE HA GASTADO HASTA ESTE ANO	SALDO RESTANTE	PORCEN-TAJE DEL ANO TRANSCUR-RIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
SEPTIEMBRE DEL 2015	$0.00	$0.00	$0.00	$0.00	8%	
OCTUBRE DEL 2015	$0.00	$0.00	$0.00	$0.00	17%	
NOVIEMBRE DEL 2015	$0.00	$0.00	$0.00	$0.00	25%	
DICIEMBRE DEL 2015	$0.00	$0.00	$0.00	$0.00	33%	
ENERO DEL 2016	$0.00	$0.00	$0.00	$0.00	42%	
FEBRERO DEL 2016	$0.00	$0.00	$0.00	$0.00	50%	
MARZO DEL 2016	$0.00	$6.48	$6.48	($6.48)	58%	
ABRIL DEL 2016	($6.48)	$5.94	$12.42	($12.42)	67%	
MAYO DEL 2016	($12.42)	$48.34	$60.76	($60.76)	75%	
JUNIO DEL 2016	($60.76)	$0.00	$60.76	($60.76)	83%	
JULIO DEL 2016	($60.76)	$0.00	$60.76	($60.76)	92%	
AGOSTO DEL 2016	($60.76)	$0.00	$60.76	($60.76)	100%	

Preparado por Donna Holland
15 de junio 2016

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT ACTIVITIES
2016-2017

KERN HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2016	$37,352.00	$9,446.10	$9,446.10	$27,905.90	8%	25%
APRIL 2016	$27,905.90	$10,457.84	$19,903.94	$17,448.06	17%	53%
MAY 2016	$17,448.06	$507.74	$20,411.68	$16,940.32	25%	55%
JUNE 2016	$16,940.32		$20,411.68	$16,940.32	33%	
JULY 2016	$16,940.32		$20,411.68	$16,940.32	42%	
AUGUST 2016	$16,940.32		$20,411.68	$16,940.32	50%	
SEPTEMBER 2016	$16,940.32		$20,411.68	$16,940.32	58%	
OCTOBER 2016	$16,940.32		$20,411.68	$16,940.32	67%	
NOVEMBER 2016	$16,940.32		$20,411.68	$16,940.32	75%	
DECEMBER 2016	$16,940.32		$20,411.68	$16,940.32	83%	
JANUARY 2017	$16,940.32		$20,411.68	$16,940.32	92%	
FEBRUARY 2017	$16,940.32		$20,411.68	$16,940.32	100%	

KERN EARLY HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2016	$6,038.00	$2,056.85	$2,056.85	$3,981.15	8%	34%
APRIL 2016	$3,981.15	$855.02	$2,911.87	$3,126.13	17%	48%
MAY 2016	$3,126.13	$75.88	$2,987.75	$3,050.25	25%	49%
JUNE 2016	$3,050.25		$2,987.75	$3,050.25	33%	
JULY 2016	$3,050.25		$2,987.75	$3,050.25	42%	
AUGUST 2016	$3,050.25		$2,987.75	$3,050.25	50%	
SEPTEMBER 2016	$3,050.25		$2,987.75	$3,050.25	58%	
OCTOBER 2016	$3,050.25		$2,987.75	$3,050.25	67%	
NOVEMBER 2016	$3,050.25		$2,987.75	$3,050.25	75%	
DECEMBER 2016	$3,050.25		$2,987.75	$3,050.25	83%	
JANUARY 2017	$3,050.25		$2,987.75	$3,050.25	92%	
FEBRUARY 2017	$3,050.25		$2,987.75	$3,050.25	100%	

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT ACTIVITIES
2016-2017

SAN JOAQUIN EARLY HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
FEBRUARY 2016	$9,540.00	$0.00	$0.00	$9,540.00	8%	0%
MARCH 2016	$9,540.00	$72.61	$72.61	$9,467.39	17%	1%
APRIL 2016	$9,467.39	$199.90	$272.51	$9,267.49	25%	3%
MAY 2016	$9,267.49	$124.49	$397.00	$9,143.00	33%	4%
JUNE 2016	$9,143.00		$397.00	$9,143.00	42%	
JULY 2016	$9,143.00		$397.00	$9,143.00	50%	
AUGUST 2016	$9,143.00		$397.00	$9,143.00	58%	
SEPTEMBER 2016	$9,143.00		$397.00	$9,143.00	67%	
OCTOBER 2016	$9,143.00		$397.00	$9,143.00	75%	
NOVEMBER 2016	$9,143.00		$397.00	$9,143.00	83%	
DECEMBER 2016	$9,143.00		$397.00	$9,143.00	92%	
JANUARY 2017	$9,143.00		$397.00	$9,143.00	100%	

EARLY HEAD START CHILD CARE PARTNERSHIPS

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
SEPTEMBER 2015	$560.00	$0.00	$0.00	$560.00	8%	0%
OCTOBER 2015	$560.00	$0.00	$0.00	$560.00	17%	0%
NOVEMBER 2015	$560.00	$0.00	$0.00	$560.00	25%	0%
DECEMBER 2015	$560.00	$0.00	$0.00	$560.00	33%	0%
JANUARY 2016	$560.00	$30.67	$30.67	$529.33	42%	5%
FEBRUARY 2016	$529.33	$0.00	$30.67	$529.33	50%	5%
MARCH 2016	$529.33	$152.87	$183.54	$376.46	58%	33%
APRIL 2016	$376.46	$30.01	$213.55	$346.45	67%	38%
MAY 2016	$346.45	$97.35	$310.90	$249.10	75%	56%
JUNE 2016	$249.10		$310.90	$249.10	83%	
JULY 2016	$249.10		$310.90	$249.10	92%	
AUGUST 2016	$249.10		$310.90	$249.10	100%	

Prepared by Donna Holland
June 15, 2016

COMMUNITY ACTION PARTNERSHIP OF KERN
ACTIVIDADES DE LOS PADRES
2016-2017

KERN HEAD START

MES	BALANCE INICIAL	LO QUE SE GASTO ESTE MES	LO QUE SE HA GASTADO HASTA ESTE ANO	SALDO RESTANTE	PORCEN-TAJE DEL ANO TRANSCUR RIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
MARZO DEL 2015	$37,352.00	$9,446.10	$9,446.10	$27,905.90	8%	25%
ABRIL DEL 2015	$27,905.90	$10,457.84	$19,903.94	$17,448.06	17%	53%
MAYO DEL 2015	$17,448.06	$507.74	$20,411.68	$16,940.32	25%	55%
JUNIO DEL 2015	$16,940.32	$0.00	$20,411.68	$16,940.32	33%	
JULIO DEL 2015	$16,940.32	$0.00	$20,411.68	$16,940.32	42%	
AGOSTO DEL 2015	$16,940.32	$0.00	$20,411.68	$16,940.32	50%	
SEPTIEMBRE DEL 2015	$16,940.32	$0.00	$20,411.68	$16,940.32	58%	
OCTUBRE DEL 2015	$16,940.32	$0.00	$20,411.68	$16,940.32	67%	
NOVIEMBRE DEL 2015	$16,940.32	$0.00	$20,411.68	$16,940.32	75%	
DICIEMBRE DEL 2015	$16,940.32	$0.00	$20,411.68	$16,940.32	83%	
ENERO DEL 2016	$16,940.32	$0.00	$20,411.68	$16,940.32	92%	
FEBRERO DEL 2016	$16,940.32	$0.00	$20,411.68	$16,940.32	100%	

KERN EARLY HEAD START

MES	BALANCE INICIAL	LO QUE SE GASTO ESTE MES	LO QUE SE HA GASTADO HASTA ESTE ANO	SALDO RESTANTE	PORCEN-TAJE DEL ANO TRANSCUR RIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
MARZO DEL 2015	$6,038.00	$2,056.85	$2,056.85	$3,981.15	8%	34%
ABRIL DEL 2015	$3,981.15	$855.02	$2,911.87	$3,126.13	17%	48%
MAYO DEL 2015	$3,126.13	$75.88	$2,987.75	$3,050.25	25%	49%
JUNIO DEL 2015	$3,050.25	$0.00	$2,987.75	$3,050.25	33%	
JULIO DEL 2015	$3,050.25	$0.00	$2,987.75	$3,050.25	42%	
AGOSTO DEL 2015	$3,050.25	$0.00	$2,987.75	$3,050.25	50%	
SEPTIEMBRE DEL 2015	$3,050.25	$0.00	$2,987.75	$3,050.25	58%	
OCTUBRE DEL 2015	$3,050.25	$0.00	$2,987.75	$3,050.25	67%	
NOVIEMBRE DEL 2015	$3,050.25	$0.00	$2,987.75	$3,050.25	75%	
DICIEMBRE DEL 2015	$3,050.25	$0.00	$2,987.75	$3,050.25	83%	
ENERO DEL 2016	$3,050.25	$0.00	$2,987.75	$3,050.25	92%	
FEBRERO DEL 2016	$3,050.25	$0.00	$2,987.75	$3,050.25	100%	

COMMUNITY ACTION PARTNERSHIP OF KERN
ACTIVIDADES DE LOS PADRES
2016-2017

SAN JOAQUIN EARLY HEAD START

MES	BALANCE INICIAL	LO QUE SE GASTO ESTE MES	LO QUE SE HA GASTADO HASTA ESTE ANO	SALDO RESTANTE	PORCEN-TAJE DEL ANO TRANSCURRIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
FEBRERO DEL 2016	$9,540.00	$0.00	$0.00	$9,540.00	8%	0%
MARZO DEL 2016	$9,540.00	$72.61	$72.61	$9,467.39	17%	1%
ABRIL DEL 2016	$9,467.39	$199.90	$272.51	$9,267.49	25%	3%
MAYO DEL 2016	$9,267.49	$124.49	$397.00	$9,143.00	33%	4%
JUNIO DEL 2016	$9,143.00	$0.00	$397.00	$9,143.00	42%	
JULIO DEL 2016	$9,143.00	$0.00	$397.00	$9,143.00	50%	
AGOSTO DEL 2016	$9,143.00	$0.00	$397.00	$9,143.00	58%	
SEPTIEMBRE DEL 2016	$9,143.00	$0.00	$397.00	$9,143.00	67%	
OCTUBRE DEL 2016	$9,143.00	$0.00	$397.00	$9,143.00	75%	
NOVIEMBRE DEL 2016	$9,143.00	$0.00	$397.00	$9,143.00	83%	
DICIEMBRE DEL 2016	$9,143.00	$0.00	$397.00	$9,143.00	92%	
ENERO DEL 2017	$9,143.00	$0.00	$397.00	$9,143.00	100%	

EARLY HEAD START CHILD CARE PARTNERSHIPS

MES	BALANCE INICIAL	LO QUE SE GASTO ESTE MES	LO QUE SE HA GASTADO HASTA ESTE ANO	SALDO RESTANTE	PORCEN-TAJE DEL ANO TRANSCURRIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
SEPTIEMBRE DEL 2015	$560.00	$0.00	$0.00	$560.00	8%	
OCTUBRE DEL 2015	$560.00	$0.00	$0.00	$560.00	17%	
NOVIEMBRE DEL 2015	$560.00	$0.00	$0.00	$560.00	25%	
DICIEMBRE DEL 2015	$560.00	$0.00	$0.00	$560.00	33%	
ENERO DEL 2016	$560.00	$30.67	$30.67	$529.33	42%	
FEBRERO DEL 2016	$529.33	$0.00	$30.67	$529.33	50%	
MARZO DEL 2016	$529.33	$152.87	$183.54	$376.46	58%	
ABRIL DEL 2016	$376.46	$30.01	$213.55	$346.45	67%	
MAYO DEL 2016	$346.45	$97.35	$310.90	$249.10	75%	
JUNIO DEL 2016	$249.10	$0.00	$310.90	$249.10	83%	
JULIO DEL 2016	$249.10	$0.00	$310.90	$249.10	92%	
AGOSTO DEL 2016	$249.10	$0.00	$310.90	$249.10	100%	

Preparado por Donna Holland
15 de junio 2016

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT MEALS Prepared by Central Kitchen
2016-2017

KERN HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2016	$25,757.00	$1,673.82	$1,673.82	$24,083.18	8%	6%
APRIL 2016	$24,083.18	$2,484.96	$4,158.78	$21,598.22	17%	16%
MAY 2016	$21,598.22	$32.09	$4,190.87	$21,566.13	25%	16%
JUNE 2016	$21,566.13		$4,190.87	$21,566.13	33%	
JULY 2016	$21,566.13		$4,190.87	$21,566.13	42%	
AUGUST 2016	$21,566.13		$4,190.87	$21,566.13	50%	
SEPTEMBER 2016	$21,566.13		$4,190.87	$21,566.13	58%	
OCTOBER 2016	$21,566.13		$4,190.87	$21,566.13	67%	
NOVEMBER 2016	$21,566.13		$4,190.87	$21,566.13	75%	
DECEMBER 2016	$21,566.13		$4,190.87	$21,566.13	83%	
JANUARY 2017	$21,566.13		$4,190.87	$21,566.13	92%	
FEBRUARY 2017	$21,566.13		$4,190.87	$21,566.13	100%	

KERN EARLY HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2016	$4,193.00	$250.11	$250.11	$3,942.89	8%	6%
APRIL 2016	$3,942.89	$371.33	$621.44	$3,571.56	17%	15%
MAY 2016	$3,571.56	$4.80	$626.24	$3,566.76	25%	15%
JUNE 2016	$3,566.76		$626.24	$3,566.76	33%	
JULY 2016	$3,566.76		$626.24	$3,566.76	42%	
AUGUST 2016	$3,566.76		$626.24	$3,566.76	50%	
SEPTEMBER 2016	$3,566.76		$626.24	$3,566.76	58%	
OCTOBER 2016	$3,566.76		$626.24	$3,566.76	67%	
NOVEMBER 2016	$3,566.76		$626.24	$3,566.76	75%	
DECEMBER 2016	$3,566.76		$626.24	$3,566.76	83%	
JANUARY 2017	$3,566.76		$626.24	$3,566.76	92%	
FEBRUARY 2017	$3,566.76		$626.24	$3,566.76	100%	

Prepared by Donna Holland
June 15, 2016

COMMUNITY ACTION PARTNERSHIP OF KERN
COMIDAS DE LOS PADRES - Prepared by Central Kitchen
2016-2017

KERN HEAD START

MES	BALANCE INICIAL	LO QUE SE GASTO ESTE MES	LO QUE SE HA GASTADO HASTA ESTE ANO	SALDO RESTANTE	PORCEN-TAJE DEL ANO TRANSCUR RIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
MARZO DEL 2015	$25,757.00	$1,673.82	$1,673.82	$24,083.18	8%	6%
ABRIL DEL 2015	$24,083.18	$2,484.96	$4,158.78	$21,598.22	17%	16%
MAYO DEL 2015	$21,598.22	$32.09	$4,190.87	$21,566.13	25%	16%
JUNIO DEL 2015	$21,566.13	$0.00	$4,190.87	$21,566.13	33%	
JULIO DEL 2015	$21,566.13	$0.00	$4,190.87	$21,566.13	42%	
AGOSTO DEL 2015	$21,566.13	$0.00	$4,190.87	$21,566.13	50%	
SEPTIEMBRE DEL 2015	$21,566.13	$0.00	$4,190.87	$21,566.13	58%	
OCTUBRE DEL 2015	$21,566.13	$0.00	$4,190.87	$21,566.13	67%	
NOVIEMBRE DEL 2015	$21,566.13	$0.00	$4,190.87	$21,566.13	75%	
DICIEMBRE DEL 2015	$21,566.13	$0.00	$4,190.87	$21,566.13	83%	
ENERO DEL 2016	$21,566.13	$0.00	$4,190.87	$21,566.13	92%	
FEBRERO DEL 2016	$21,566.13	$0.00	$4,190.87	$21,566.13	100%	

KERN EARLY HEAD START

MES	BALANCE INICIAL	LO QUE SE GASTO ESTE MES	LO QUE SE HA GASTADO HASTA ESTE ANO	SALDO RESTANTE	PORCEN-TAJE DEL ANO TRANSCUR RIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
SEPTIEMBRE DEL 2015	$4,193.00	$250.11	$250.11	$3,942.89	8%	6%
OCTUBRE DEL 2015	$3,942.89	$371.33	$621.44	$3,571.56	17%	15%
NOVIEMBRE DEL 2015	$3,571.56	$4.80	$626.24	$3,566.76	25%	15%
DICIEMBRE DEL 2015	$3,566.76	$0.00	$626.24	$3,566.76	33%	
ENERO DEL 2016	$3,566.76	$0.00	$626.24	$3,566.76	42%	
FEBRERO DEL 2016	$3,566.76	$0.00	$626.24	$3,566.76	50%	
MARZO DEL 2016	$3,566.76	$0.00	$626.24	$3,566.76	58%	
ABRIL DEL 2016	$3,566.76	$0.00	$626.24	$3,566.76	67%	
MAYO DEL 2016	$3,566.76	$0.00	$626.24	$3,566.76	75%	
JUNIO DEL 2016	$3,566.76	$0.00	$626.24	$3,566.76	83%	
JULIO DEL 2016	$3,566.76	$0.00	$626.24	$3,566.76	92%	
AGOSTO DEL 2016	$3,566.76	$0.00	$626.24	$3,566.76	100%	

Preparado por Donna Holland
15 de junio 2016

COMMUNITY ACTION PARTNERSHIP OF KERN

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Head Start/State Child Development/Yolanda Gonzales		**Month/Year:** May 2016
Program/Work Unit: Head Start/Early Head Start	**Total Division Staffing:** Currently employed in Head Start: 558 Vacant Positions: 32 Currently out on Leave: 43	**Program Manager/Supervisor:** Jerry Meade/ Donna Holland

Services: Early childhood education for low-moderate income children ages 0-5 in center-based part-day or full-day environments and home-based options.

Program	Enrollment	Funded	Actual
Head Start Kern	May 2016	2,211	2134
Early Head Start Kern	May 2016	328	315
Early Head Start Partnership	May 2016	56	52
Early Head Start San Joaquin	May 2016	345	297
TOTAL Funded Enrollment		**2,940**	2,798
Children with Disabilities		**Goal**	**Actual**
Head Start Kern	Identified as having an IEP	10%	12%
Early Head Start Kern	Identified as having an IFSP	10%	10%
Early Head Start Partnership	Identified as having an IFSP	10%	0
Early Head Start San Joaquin	Identified as having an IFSP	10%	11%
Over Income		**Goal**	**Actual**
Head Start Kern	Within 100% and 130% of Federal Poverty Rate	>10%	8%
Early Head Start Kern	Within 100% and 130% of Federal Poverty Rate	>10%	5%
Early Head Start Partnership	Within 100% and 130% of Federal Poverty Rate	>10%	10%
Early Head Start San Joaquin	Within 100% and 130% of Federal Poverty Rate	>10%	5%
Average Daily Attendance (Program Wide <85%)		98%	

Other: Centers with 100% attendance for May: Chrisman, Faith Avenue, Franklin, Pioneer, Roosevelt, Taft, Tehachapi, and Voorhies.

Meals Served						
Total Meals Requested			Meals Allocated		% of Meals Served	
by: Central Kitchen	by: Vendor Kitchens	Total Meals Prepared	to: CACFP/USDA	to: HS/EHS	May 2016	May 2015
69,758	10,914	80,672	58,990	21,682	83%	88%

* Adult Meals 7,878

* Seconds for children, nutritional experiences, and/or waste 13,804

Other: EHS Child Care Partnership Refunding Application was submitted for review to the Office of Head Start

Asociación de Acción Comunitaria de Kern

INFORME DE ACTIVIDAD MENSUAL DEL PROGRAMA/DIVISION

División/Director: Desarrollo Infantil Estatal/ Head Start/Yolanda Gonzales		**Mes/Año:** Mayo 2016
Programa/Unidad de Trabajo: Head Start/Early Head Start	**Total del Personal:** Actualmente Trabajando en HS: 558 Posiciones Vacantes: 32 Actualmente fuera bajo permiso: 43	**Gerente del Programa/Supervisor:** Jerry Meade/ Donna Holland

Servicios: La educación infantil para niños de bajos ingresos moderados 0-5 en ambientes basados en el centro de día completo o medio día y las opciones basadas en el hogar.

Programa	Inscripción	Fondos	Actual
Head Start Kern	Mayo 2016	2,211	2134
Early Head Start Kern	Mayo 2016	328	315
Early Head Start Partnership	Mayo 2016	56	52
Early Head Start San Joaquin	Mayo 2016	345	297
TOTAL Funded Enrollment		**2,940**	2,798
Niños con Discapacidades		**Meta**	**Actual**
Head Start Kern	Identificado como teniendo un IFSP	10%	12%
Early Head Start Kern	Identificado como teniendo un IFSP	10%	10%
Early Head Start Partnership	Identificado como teniendo un IFSP	10%	0
Early Head Start San Joaquin	Identificado como teniendo un IFSP	10%	11%
Sobre Ingresos		**Meta**	**Actual**
Head Start Kern	Dentro de 100% y 130% de tasa de pobreza federal	>10%	8%
Early Head Start Kern	Dentro de 100% y 130% de tasa de pobreza federal	>10%	5%
Early Head Start Partnership	Dentro de 100% y 130% de tasa de pobreza federal	>10%	10%
Early Head Start San Joaquin	Dentro de 100% y 130% de tasa de pobreza federal	>10%	5%
Promedio de la Asistencia Diaria (Todo el Programa <85%)		98%	

Otro: Los centros con un 100% de asistencia para el mes de mayo: Chrisman, Faith Avenue, Franklin, Pioneer, Roosevelt, Taft, Tehachapi, and Voorhies.

Alimentos Servidos						
Total de Alimentos Solicitados			Alimentos Repartidos		% de Alimentos Servidos	
De: La Cocina Central	De: Cocinas de Proveedores	Total de comidas preparadas	to: CACFP/USDA	to: HS/EHS	Mayo 2016	Mayo 2015
69,758	10,914	80,672	58,990	21,682	83%	88%

* Comidas de Adultos 7,878

* Segundas servidas para niños, experiencias nutricionales, y/o desechos 13,804

Otro: Asociación de Cuidado Infantil EHS Solicitud de Reembolso fue entregado para a revisión por la Oficina de Head Start.

Community Action Partnership of Kern
Head Start/ Early Head Start Child Development
Policy Council Planning Committee
Meeting Minutes
June 7, 2016

1. **Welcome**
   Bryce welcomed attendees to the meeting.

2. **Call to Order**
   a. Meeting was called to order at 5:33 p.m. by PC Planning Member Bryce Bray.

3. **Roll Call and establish Quorum (half plus one)**
   a. Quorum was **not** established.
   b. **PC Members present:** Bryce, Bray
   c. **PC Members not present:** Jason Warren, Caterina Cerda, Ana Luna, Deborah Martinez, Estrella Mendez

4. **Approval of Agenda**
   Unable to approve as quorum was not met.

5. **Approval for Minutes from March 1, 2016**
   Unable to approve as quorum was not met.

6. **Introduction of Guests**
   None

7. **Public Forum**
   (The public wishing to address the PC Planning Committee may do so at this time; however the Committee will take no action other than referring the item to staff for study and analysis.)
   None

8. **Presentation / Discussion Items**
   a. Prior to discussing the Enrollment Report Jerry shared that the content remains the same, however the format of the report has changed so as to keep in alignment with that which is received by the Board of Directors. In reviewing the Enrollment Report, we did not meet full enrollment for the month of May. Jerry shared that the reality of it was our part year programs have concluded. Jerry stated that we were holding slots for children to transition in to however we did not do as good of a job as we could have with the overlap in this process which in turn resulted in not meeting full enrollment. With regard to our EHS partnership it was stated that Blanton is a Child Development Center for children of high school parents and school is not in session at this time. This program is year round however the end of the year does create a transition period. It is expected that we will have full enrollment in the months to follow. Additionally not all of our facilities in San Joaquin County are opened yet therefore we have not met full enrollment. Jerry stated that historically not meeting full enrollment has not been a continual problem for us and the current situation is justifiable. We will continue to work with the ERSEA Manager

and Administration. With better communication and planning we can improve this situation. We will seek a disabilities waiver for our partnerships as we do not have any children with disabilities enrolled. However because our requirement is cumulative we have met our annual requirement across each of our three grants for enrollment of children with disabilities, which is exceptional.

b. In reviewing and discussing the Average Daily Attendance (ADA) Report for May, agency wide we were at 98% average daily attendance. The centers that had 100% attendance were also listed on this report. Jerry shared that we are doing really well with average daily attendance and it is great to see so much excitement about promoting attendance. At this time the Meals Served Report was also reviewed. Jerry gave a brief background stating that Head Start requires we serve a CACFP meal to our children. The report indicated the total number of meals requested which includes those from the Central Kitchen as well as by vendor kitchens totaled 80,672 for May. Jerry pointed out that when compiling this report we compare the current year to last year noting meals served for May of 2016 was 83% with May 2015 at 88%.

c. The Head Start Duration Grant was discussed. Jerry stated that our Program Instruction states that we can request additional funds to use towards a longer day. Members of Admin prepared and configured a worksheet for assessment. Jerry shared that each one of our centers was reviewed to see where we can expand and grow. He added that included in this grant application are the expenses that are incurred with the start-up of a classroom, i.e. furniture, consumables, etc. The agency has hired a consultant to assist us with this (grant) process, it was noted that it is the same consultant we have worked with on the EHS Partnership and San Joaquin Grants. This is a very competitive grant and we will be competing with other Region IX grantees who are seeking additional funds. Monies awarded will be added to our base grant and this is not a "one time" award; it is forever. With $294 million dollars, to be allocated we will ask for the moon and be prepared to negotiate.

d. Jerry shared that the next (and final) Head Start/ Early Head Start Planning Committee Meeting will be held on June 28, 2016 at 1:00 p.m. It was pointed out that the date as well as the time has changed from what was previously shared due to a scheduling conflict. He also added that the PC Planning Committee may not meet next month it will just depend if there is new information to bring to the group as well as member's availability as the meeting is scheduled for July 5, the day after a holiday.

9. Communications
None

10. Announcements
None

11. Adjournment
Meeting was adjourned at 6:07 p.m.

Lisa Price/PDM Administrative Assistant
Completed 06/13/16

Asociación de Acción Comunitaria de Kern
Desarrollo Infantil Estatal / Head Start
Consejo de Política Comité de Planificación
Acta de la Reunión
7 de junio del 2016

1. **Bienvenida**
   Bryce dio la bienvenida a los que asistieron la reunión. .

2. **Llamo a la orden**
   a. La reunión fue llamada al orden a las 5:33 pm por el miembro de planificación del PC, Bryce Bray.

3. **Pasar la Lista/Establecer Quórum (La mitad más uno)**
   a. Quórum **no** fue establecido.
   b. **Miembros del Comité Presentes**: Bryce Bray
   c. **Miembros del Comité que no están Presentes:** Jason Warren, Caterina Cerda, Ana Luna, Deborah Martinez, Estrella Mendez

4. **Aprobación de la Agenda:**
   Indisponible para aprobar quorum no fue establecido.

5. **Aprobación de la Acta de 1 de marzo, 2016**
   Indisponible para aprobar quorum no fue establecido.

6. **Presentación de Invitados**
   Ninguno

7. **Foro Publico**
   (El público que desee dirigirse al Consejo de Política Comité de Planificación podrán hacerlo a este momento, sin embargo el comité no tomara ninguna otra acción que no sea la de remitir dichos asuntos al personal para su estudio y análisis.)

8. **Presentación/ Temas de Discusión:**
   a. Antes de discutir el Informe de Inscripción Jerry compartió que el contenido sigue siendo lo mismo, sin embargo, la forma se ha modificado a fin de mantener en alineación con el Consejo de Administración. Al revisar el Informe de inscripción, no cumplimos con la inscripción completa para el mes de mayo. Jerry compartió que es debió a que nuestros centro de medio año han concluido. Jerry declaró que estábamos guardando espacios en los salones de clase para los niños de transición sin embargo no hicimos un buen trabajo ya que resulto en no cumplir con una inscripción completa. Con respecto a nuestra asociación de EHS se dijo que Blanton es un centro de desarrollo infantil para los niños de los padres de la escuela secundaria y la escuela no está en sesión en este momento. Este programa es de todo el año sin embargo, el final del año no crea un período de transición. Se

espera que vamos a tener una inscripción completa en los siguientes meses. Además no todas nuestras instalaciones en el Condado de San Joaquín se abren pues aún no han cumplido con la inscripción completa. Jerry señaló que históricamente no cumplir con la inscripción completa no ha sido un problema continuo para nosotros y la situación actualmente es justificable. Vamos a seguir trabajando con el Gerente de ERSEA y la Administración. Con una mejor comunicación y planificación podemos mejorar esta situación. Vamos a solicitar una exención de discapacidad para nuestros socios, ya que no tenemos niños con discapacidades inscritos. Sin embargo, porque nuestra obligación es acumulativo hemos encontrado nuestro requerimiento anual en cada uno de nuestras tres becas para la inscripción de los niños con discapacidades, que es excepcional.

b. Al revisar y discutir el Informe promedio de asistencia diaria (ADA) para mayo, la agencia de ancho estaba en un 98% de promedio de asistencia diaria. Los centros que tenían 100% de asistencia también se enumeran en este informe. Jerry compartió que estamos haciendo muy bien con el promedio de asistencia diaria y es genial ver tanta emoción sobre la promoción de la asistencia. En este tiempo también se revisaron el informe de alimentos. Jerry hizo una breve presentación indicando que Head Start requiere que servimos una comida CACFP a nuestros niños. El informe indica el número total de alimentos solicitados que fue 80, 672 esto incluye los de la cocina central, así como por las cocinas de los proveedores de mayo. Jerry señaló que al reunir este informe se compara con el año en curso y con el año pasado notando que en mayo de 2016 fue un 83% con mayo de 2015 a un 88%.

c. Se examinó la beca de duración de Head Start. Jerry declaró que nuestra instrucción de control indica que podemos solicitar fondos adicionales para utilizarlo para un día más largo. Los miembros de administración prepararon y configuraron una hoja de cálculo para la evaluación. Jerry compartió que cada uno de nuestros centros se revisó para ver donde podemos expandir y crecer. Añadió que incluido en esta solicitud de subvención son los gastos para comenzar un nuevo salón de clase, es decir, muebles, artículos de consumo, etc. La agencia ha contratado a un consultor para ayudarnos con este proceso (donación), se observó que es el mismo consultor con que hemos trabajado con las subvenciones de la asociación EHS y San Joaquín. Se trata de una concesión muy competitivo y que estará compitiendo con otros concesionarios de la Región IX que buscan fondos adicionales. Dinero otorgado se añadirán a nuestra base de concesión y esto no es un premio de "una vez"; es para siempre. Con $ 294 millones de dólares, que se asignarán vamos a pedir la luna y estar preparado para negociar.

d. Jerry compartió que la próxima (y última) de Head Start / Early Head Start Junta del Comité de Planificación se llevará a cabo el 28 de junio de 2016 a las 1:00 p.m. Se señaló que la fecha, así como el tiempo ha pasado de lo que estaba previamente compartida debido a un conflicto de programación. También añadió que el Comité de Planificación del PC puede no reunir el próximo mes sólo dependerá si hay nueva información para aportar al grupo, así como la disponibilidad del

miembro que la reunión está programada para el 5 de julio, el día después de un día de fiesta.

9. **Comunicaciones:**
   Ninguno

4. **Anuncios**
   Ninguno

5. **Cierre de sesión**
   Reunión fue cerrar sesión a las 6:07 p.m.

6.14.16 AD

Head Start and State Preschool Birth to age 5 capk

Policy Council Finance Committee

Meeting Minutes
May 19, 2016

1. **Call to Order**
   Call to order at 5:42 p.m.

   a. Roll Call, Attendance, Set Quorum
      Committee members present: Catarina Cerda (committee chair), Christine Hernandez, and Salvador Zambrano. Quorum was established.
   b. (**ACTION) Approval of Agenda
      Ms. Hernandez moved to approve the agenda. Second by Mr. Zambrano. Motion carried.

2. **Introduction of Guests/Public Forum**
   Guest present was Donna Holland, Fiscal Manager.

3. **Training/Presentations**
   Ms. Holland informed the committee members that a job fair was held the prior weekend for the purpose of recruiting classroom staff such as teachers, associate teachers, and assistants. She said that several qualified candidates submitted applications, and that it was reported to have been a very positive event.

   Ms. Holland informed the committee members that CAPK was transitioning to a more efficient way of allocating the costs of centralized administrative functions to all of its grants. Instead of direct cost allocation, the agency will use the 10% De Minimis Indirect Cost Rate, which is a method of cost allocation recently made available to organizations receiving federal grants. Ms. Holland stated that the budgets for all of the Head Start grants would have to be revised to incorporate the 10% indirect cost rate, and that those budget revisions would be presented to the Policy Council for approval.

4. **Communications**
   a. Office of Head Start Program Instruction ACF-PI-HS-16-02, issued April 25, 2016; *Supplemental Funds Available to Extend Duration of Services in Head Start and Early Head Start*
   b. Office of Head Start Cost of Living Adjustment (COLA) Funding Guidance Letter, dated May 6, 2016, for 09HP0036 (Early Head Start Child Care Partnerships)
   c. Office of Head Start Cost of Living Adjustment (COLA) Funding Guidance Letter, dated May 10, 2016, for 09CH9142 (Head Start and Early Head Start Kern)
   d. Office of Head Start Cost of Living Adjustment (COLA) Funding Guidance Letter, dated May 10, 2016, for 09CH010071 (Early Head Start San Joaquin)

Mr. Zambrano moved to accept and file Communications items a. through d. Second by Ms. Hernandez. Motion carried.

5. **Budget Reports**
   a. Head Start & Early Head Start – Kern Budget vs. Actual Expenditures March 1, 2015 through February 29, 2016 (Interim Year-End Report)

b. Head Start & Early Head Start – Kern Budget vs. Actual Expenditures March 1, 2016 through April 30, 2016
c. Early Head Start – San Joaquin Budget vs. Actual Expenditures February 1, 2016 through April 30, 2016
d. Early Head Start Child Care Partnerships Budget vs. Actual Expenditures March 1, 2015 through April 30, 2016
e. Parent Local Travel & Child Care, March 1, 2016 through April 30, 2016
f. Parent Activity Funds, March 1, 2016 through April 30, 2016
g. Parent Meals, March 1, 2016 through April 30, 2016

Ms. Holland reviewed the budget reports in detail with the committee members. She noted that San Joaquin and Child Care Partnerships were now added to the parent fund reports, and that each have different starting dates, but are reported through April 30. Ms. Hernandez moved to accept and file Budget Reports items a. through g. Second by Mr. Zambrano. Motion carried.

6. Unfinished Business
None

7. New Business
a. (**ACTION) Application to continue the Early Head Start Child Care Partnerships grant for the period September 1, 2016 through August 31, 2017

Ms. Holland stated that the application to continue the Early Head Start Child Care Partnerships grant was due on June 1, 2016. The item will go to the full Policy Council for approval as well. Ms. Hernandez moved to approve submission of the application to continue the Early Head Start Child Care Partnerships grant. Second by Mr. Zambrano. Motion carried.

b. (**ACTION) Revise 2016-2017 budget to incorporate 10% De Minimis Indirect Cost Rate – Kern
c. (**ACTION) Revise 2016-2017 budget to incorporate 10% De Minimis Indirect Cost Rate – San Joaquin
d. (**ACTION) Revise 2015-2016 budget to incorporate 10% De Minimis Indirect Cost Rate – EHS Child Care Partnerships

Ms. Holland stated that the revisions for the Head Start grants were still in process, and that the items will be brought to the committee in June. Ms. Hernandez moved to table New Business items b. through d. Second by Mr. Zambrano. Motion carried

e. (**ACTION) Application for 1.8% Cost of Living Adjustment (COLA) for Kern, San Joaquin, and EHS Child Care Partnerships

Ms. Holland stated that Head Start and Early Head Start programs will receive a 1.8 percent Cost of Living Adjustment (COLA) funding increase for the purpose of increasing wages scales for Head Start positions. The application is due June 15. Mr. Zambrano moved to approve the submission of applications for the COLA. Second by Ms. Hernandez. Motion carried.

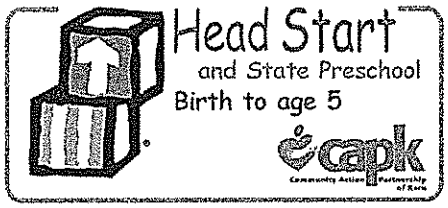
f. (**ACTION) Application for supplemental funds to increase duration of services in Head Start – Kern

Ms. Holland informed the committee that supplemental funds are available to increase the duration of center-based services in Head Start to the equivalent of a full school day. Research suggests that having more hours of learning time are needed to ensure children are ready for school. A full school day is defined as more than 1,020 contact hours annually. The application will request funds to increase contact hours for up to an additional 435 participants in the current center-based Head Start program. Ms. Hernandez moved to approve the submission of an application for funds to increase duration of services in Head Start. Second by Mr. Zambrano. Motion carried.

8. **Committee Member Questions and Announcements**
   None

9. **Adjournment**
   The meeting was adjourned at 6:25 p.m.

Next meeting:
Wednesday, June 23, 2016
5:30 p.m.
5005 Business Park North
Fiscal Suite



Consejo de Políticas
Comité de Finanzas

Acta de la Reunión
19 de mayo de 2016

1. **Llamando a la Orden:**
   La reunión se llamo a la orden a las 5:42 pm

   a. Pasar Lista, Asistencia, Establecer Quórum
      Miembros del Comité Presentes: Catarina Cerda (presidente del comité), Christine Hernandez and Salvador Zambrano. Quórum fue establecido.

2. **Presentación de Invitados/Foro Público:**
   Invitado presente fue Donna Holland, Gerente Fiscal

3. **Entrenamiento/Presentaciones**
   La Sra. Holanda les informó a los miembros del comité que una feria de trabajo se llevó a cabo el fin de semana anterior con el propósito de reclutar personal de la clase como los maestros, los profesores asociados y ayudantes. Dijo que varios candidatos cualificados entregaron sus aplicaciones, y que se informó de que ha sido un acontecimiento muy positivo.

   La Sra. Holanda les informó a los miembros del comité que CAPK fue la transición a una forma más eficiente de asignación de los costos de las funciones administrativas centralizadas a todas sus donaciones. En lugar de asignación de costes directos, la agencia utilizará la tasa de minimis de costos indirectos del 10%, que es un método de asignación de costos recientemente puesto a disposición de las organizaciones que reciben fondos federales. La Sra. Holanda declaró que los presupuestos de todas las subvenciones de Head Start tendrían que ser revisado para incorporar la tasa de costos indirectos del 10%, y que esas revisiones del presupuesto se presentarán al Consejo de Política para su aprobación.

4. **Comunicaciones**
   a. Departamento de Salud y Servicios Humanos Administración para Niños y Familias se dispone de fondos suplementarios para extender la duración de los servicios en Head Start y Early Head Start ACF-PI-HS-16-02 fecha 04/25/2016 (Inglés/Español)
   b. Oficina de Head Start Ajuste del Costo de Vivienda (COLA) Carta de Orientación de Financiación, Fecha 6 de mayo del 2016, para 09HP0036 (Las Asociaciones de Cuidado Infantil de Early Head Start)
   c. Oficina de Head Start Ajuste del Costo de Vivienda (COLA) Carta de Orientación de Financiación, Fecha 10 de mayo del 2016, para 09CH9142 (Head Start y Early Head Start Kern)

d. Oficina de Head Start Ajuste del Costo de Vivienda (COLA) Carta de Orientación de Financiación, Fecha 10 de mayo del 2016, para 09CH010071 (Early Head Start San Joaquin)

Mr. Zambrano hizo la moción para aceptar y archivar los temas de comunicación a. hasta d. Fue segundado por la Sra. Hernandez. Moción fue aprobada con unanimidad.

5. **Informes del Presupuesto**
   a. Head Start y Early Head Start- Kern Presupuesto vs. Informe Actual de gastos 1 de marzo, 2015 hasta 29 de febrero, 2016 (fin del año fiscal)
   b. Head Start y Early Head Start- Kern Presupuesto vs. Informe Actual de Gastos 1 de marzo de 2016 hasta el 30 de abril del 2016
   c. Early Head Start- San Joaquín Presupuesto vs. Informe Actual de gastos 1 de febrero de 2016 hasta 30 de abril de 2016
   d. Las Asociaciones de Early Head Start Cuidado Infantil Presupuesto vs. Informe Actual de Gastos 1 de marzo de 2015 hasta el 30 de abril de 2016
   e. Viaje local de Padres y cuidado infantil, hasta el 30 de abril de 2016 (Inglés/Español)
   f. Fondos de Actividad de Padres hasta el 30 de abril de 2016 (Inglés/Español)

La Sra. Holanda examinó los informes sobre el presupuesto en detalle con los miembros del comité. Observó que San Joaquín y las asociaciones de cuidado infantil se añaden ahora a los informes de fondos de los padres, y que cada uno tiene diferentes fechas de inicio, pero se reportan a través del 30 de abril. La Sra. Hernández hizo la primera moción para aceptar y archivar los informes sobre el presupuesto artículos a. hasta g. Moción fue segundo por el Sr. Zambrano. Moción fue aprobada.

6. **Asuntos Pendientes**
   Ninguno

7. **Asuntos Nuevos**
   a. (**Acción) Aplicación para seguir con la subvención de la Asociaciones de Cuidado Infantil para el termino de 1 de septiembre de 2016 hasta el 31 de agosto de 2017

   La Sra. Holanda declaró que la solicitud para continuar la subvención de Head Start Asociaciones de Cuidado Infantil debía presentarse el 1 de junio de 2016. El tema irá al Consejo de Política completo para su aprobación también. Sra. Hernández propuso aprobar la presentación de la solicitud para continuar con la subvención de Head Start Asociaciones Cuidado Infantil. Fue segundado por el Sr. Zambrano. Moción fue aprobada.

   b. (**ACCION) Revisión al presupuesto 2016-2017 para incorporar el costo indirecto de 10% De Minimis- Kern
   c. (**ACCION) Revisión al presupuesto 2016-2017 para incorporar el costo indirecto de 10% De Minimis – San Joaquin
   d. (**ACCION) Revisión al presupuesto 2016-2017 para incorporar el costo indirecto de 10% De Minimis – Asociaciones de Cuidado Infantil EHS

   La Sra. Holanda indicó que las revisiones de las subvenciones de Head Start estaban todavía en proceso, y que los artículos serán llevados al comité en junio. Sra. Hernández

hizo la moción para regresar a los artículos de Nuevos Negocios b. hasta d. Fue segundado por el Sr. Zambrano. Moción fue aprobada.

e. (**ACCION) Aplicación para el 1.8% Ajuste del Costo de Vivienda (COLA) para Kern, San Joaquin, and Asociaciones de Cuidado Infantil EHS

La Sra. Holanda declaró que los programas de Head Start y Early Head Start recibirán un 1.8 por ciento Ajuste del Costo de Vida (COLA) aumento de la financiación para el propósito de aumentar los salarios escalas para las posiciones de Head Start. La aplicación se debe Junio 15. El Sr. Zambrano hizo la moción para aprobar la presentación de solicitudes para el Ajuste del Costo de Vida. Fue segundado por la Sra. Hernández. Moción fue aprobada.

(**ACTION) Aplicación de fondos suplementarios para extender la duración de los servicios en Head Start y Early Head Start – Kern

La Sra. Holanda informó al comité que los fondos suplementarios están disponibles para aumentar la duración de los servicios basados en los centros de Head Start para el equivalente de un día escolar completo. La investigación sugiere que se necesitan con más horas de tiempo de aprendizaje para asegurar que los niños estén listos para la escuela. Un término escolar completo se define como más de 1,020 horas de contacto al año. La aplicación solicitará fondos para aumentar las horas de contacto de hasta unos 435 participantes adicionales en el programa actual de Head Start basado en el centro. Sra. Hernández hizo una moción para aprobar la solicitud de fondos para aumentar la duración de los servicios de Head Start. Fue segundado por el Sr. Zambrano. Moción fue aprobada.

8. **Preguntas de los Miembros del Comité y Anuncios**
   Ninguno

9. **Cierre de Sesión**
   La reunión se terminó a las 6:25 p.m.

Próxima reunión:
miércoles, 23 de junio del 2016
5:30 pm
Cuarto de conferencia Fiscal

5.23.16 AD

Policy Council Personnel Committee Meeting Minutes

May 24, 2016

5005 Business Park North, Bakersfield, California

5:00 p.m. – 6:00 p.m.

Agenda

1. Welcome

2. Call to order- Ana Luna, Chairperson- called the meeting to order at 5:05pm

3. Roll call and establish quorum (half plus one) Ana, Jason, Tai'Rance, & Josenn were present, quorum established.

4. Approval of Agenda-
   Ana Luna, Chairperson asked for a motion to approve the agenda-Jason Warren motion to approve the agenda dated May 24, 2016 with a second by Tai'Rance Kelly, San Joaquin PC parent. Motion carried unanimously.

5. Introduction of Guests/Public Forum – Ana Luna, Chairperson
   (The public wishing to address the PC Planning Committee may do so at this time; however the Committee will take no action other than referring the item to staff for study and analysis.)
   Guest that were present via the GoToMeeting were- Gloria Barbero, San Joaquin Education Manager and Malika Mc Gee, San Joaquin HR Specialist.

6. New Business/Training
   a. Hiring Procedures sections 2.8 and 2.9- Training-Maura Sandoval, Staffing Specialist went over CAPK hiring procedures. There were no questions asked.
   b. Review Human Resources Report - Info Item- Maura Sandoval passed out the HR Report for the committee's review (a copy was emailed to San Joaquin staff to share with PC Parents). Ms. Sandoval told the committee that Jason and Ana would be reviewing applications after the meeting.

They will see a revised report the day of Policy Council Meeting for approval.

c. What to expect during Executive Session – Standing Item to be reviewed as needed.

7. Announcements-
   The committee was notified that Rashi Strother, San Joaquin Family Services & Governance Specialist, and Tai'Rance, Stockton PC member, are going to attend the Policy Council meeting on Thursday May 26, 2016, in Bakersfield. Rashi requested that the HR report be sent to Christina Short, San Joaquin Program Administrator, for the Policy Council meeting in her absence.

8. Motion to Adjourn
   Jason motioned to adjourn meeting at 5:20pm.
   (does not require a second per Roberts Rules of Order Newly Revised)

El Acta de la Reunión del Sub-Comité Personal

24 de Mayo del 2016

5005 Business Park North, Bakersfield, California

5:00 p.m. – 6:00 p.m.

Agenda

1. Bienvenida

2. Llamar a la Orden- Ana Luna, La Presidente llamo la reunión a la orden a las 5:05 p.m.

3. Pasar Lista y Establecer Quorum (la mitad más uno Ana, Jason, Tai'Rance and Josenn estaban presentes. Quorum fue establecido.

4. Aprobación de la Agenda- Ana Luna, Presidente, pido una moción para aprobar la agenda. Jason Warren hico una moción para aprobar la agenda con fecha de 24 de mayo de 2016. Fue secundado por Tai'Rance Kelly, PC Padre de San Joaquín. Moción fue aprobada con unanimidad.

5. Presentación de Invitados/Foro Público – Ana Luna, Presidente
   (El público que desee dirigirse al Comité Personal podrá hacerlos en este momento; Sin embargo, el Comité no tomara ninguna otra acción que no sea la de remitir dichos asuntos al personal para su estudio y análisis.
   Los invitados que estuvieron presentes mediante el GoToMeeting eran- Gloria Barbero, Gerente de Educación de San Joaquin y Malika Mc Gee, Especialista de Recursos Humanos de San Joaquin

6. Nuevos Asuntos /Entrenamiento
   a. Procedimientos de contratación sección 2.8 y 2.9 – Entrenamiento Maura Sandoval, Especialista del Personal, reviso los procedimientos de contratación de CAPK. Ninguna pregunta se formuló.
   b. Revisión del informe de Recursos Humanos – Tema informacional

Maura Sandoval paso el informe de recursos humanos para la revisión del comité (una copia fue enviada por correo electrónico al personal de San Joaquín para que lo compartieran con los Padres/miembros de PC). Sra. Sandoval le dijo al comité que Jason y Ana revisaran aplicaciones después de la reunión. El comité mirara un informe revisado el día de la reunión del Consejo de Política para la aprobación del Consejo.

c. Que esperar de un Sesión Ejecutiva – **Tema estacionario revisar cuando sea necesario**

7. Anuncios
El comité fue notificado que Rashi Strother, Especialista de Servicios Familiares y Gobernación de San Joaquín, y Tai'Rance, Miembro de PC de Stockton, asistirán la reunión del Consejo de Política el 26 de mayo del 2016, en Bakersfield. Rashi pidió que el informe de recursos humanos sea enviado a Christina Short, Administradora del Programa de San Joaquín, para la reunión del Consejo de Política en su ausencia.

8. Moción para cerrar sesión -Jason hico la moción para cerrar sesión a las 5:20 p.m. (No requiere una segunda moción basado a Reglas de Roberto Nuevamente Revisados)

Community Action Partnership of Kern
Head Start/State Child Development
Policy Council Bylaws Committee
Meeting Minutes
May 19, 2016

1. **Call to Order**
   a. Meeting was called to order at 12:10 PM by Janelle Gonzalez
2. **Roll Call and establish Quorum**
   a. Ashley Womack, Ana Vigil, Tai'Rance Kelly, and Janeth Rivera were present. Quorum was established
3. **Introductions of Guests:**
   a. **None**
   b. **Staff present-** Janelle Gonzalez, Program Governance Coordinator, Patty Hinojosa, Family Services & Governance Manager, Argelia Diaz, Family Services & Governance Assistant

4. **Approval of Agenda**. Janelle called for a motion to approve the agenda dated May 19, 2016. Motion by Ashley Womack, 2nd motion by Tai'Rance Kelly. Motion carried unanimously

5. **Presentation/Discussion**
   a. **Review the By-laws**

   Janelle Gonzalez reviewed with the Committee Article VII- Voting rights. She proposed to the committee of adding when an all in favor takes place, to include stating "I". The committee agreed. Ms. Gonzalez then reviewed Article VII- standing committees. She shared with the members how the PC approved to amend the Bylaws and add positions to each Subcommittee. The increase is to support the 28 members that sit on Policy Council and ensure each member is able to be seated on a Subcommittee. Patty Hinojosa, Family Services & Governance Manager suggested that we keep Personnel with a maximum of 5 members. She explained when the Board of Director's Personnel Committee has a special call meeting, PC will need to match the amount of members that attend the special call meeting. Ms. Hinojosa stated to be fair to Personnel subcommittee members it would be best to keep the membership at 5. The Bylaw committee members agreed. Janelle explained to the members they are not able to propose an increase of the amount of years served on the Policy Council because the requirements within the Performance Standards state a maximum of 3 years may be served. Ana Vigil, BOD Representative suggested outlining within the bylaws a specific amount of years for a PC member, a Community Representative, and BOD Representative may serve on the PC. Ana stated it would be nice to increase the amount of time the Representatives serve on PC so they can continue to provide support to parents of the agency. Ms. Hinojosa mentioned the performance standards are currently being revised and once proposals have been approved, we can go back to review the Bylaws. Then make changes to support the new performance standards. Tai'Rance, Stockton PC parent posed a question in regards to subcommittee membership.

He suggested having an alternate for each subcommittee that will attend meetings as a guest. When a Subcommittee member is no longer on the committee, the alternate may take his/her place. Ana Vigil suggested developing a system for PC members to select a Proxy at the beginning of the year. She explained a proxy would be a PC member who is aware that they may need to sit in for a member who is unable to attend the meeting. Ms. Gonzalez stated she will follow up with the Ralph M. Brown act for guidance and if alternates and Proxys are allowable for subcommittees. Ana stated she sits on another committee who practices having Proxys and it works well. Ms. Gonzalez asked the members if they had any more questions. No more questions were posed. Ms. Gonzalez told the members to please review their Bylaws and if they have any questions or suggestions to contact her. The next meeting will be held July 21st. She hopes to have some clarification as to how they will move forward with the suggestions made during today's meeting.

6. **Adjournment**
Meeting was adjourned at 12:56 p.m.

Janelle Gonzalez/Program Governance Coordinator
Translation: Argelia Diaz

Asociación de Acción Comunitaria de Kern
Desarrollo Infantil Estatal / Head Start
Consejo de Política Comité de Estatutos
Acta de la Reunión
19 de mayo de 2016

1. **Llamo a la orden**
   a. La reunión fue llamada al orden a las 12:10 pm por Janelle Gonzalez.

2. **Pasar la Lista/Establecer Quórum**
   a. Ashley Womack, Ana Vigil, Tai'Rance Kelly, y Janeth Rivera estaban presentes. Quórum fue establecido.
3. **Presentación de Invitados**:
   a. **Ninguno**
   b. **Personal Presente:** Janelle Gonzalez, Coordinadora del Programa de Gobernación, Patty Hinojosa, Gerente de Servicios Familiares y Gobernación, Argelia Diaz, Asistente del Programa de Servicios Familiares y Gobernación.

4. **Aprobación de la Agenda:**
   Janelle pido una moción para aprobar la agenda con la fecha de 19 de mayo de 2016. Moción fue hecha por Ashley Womack, fue segundado por Tai'Rance Kelly. Moción fue aprobada con unanimidad.

5. **Presentación/ Temas de Discusión:**
   a. **Revisión de los Estatutos**
   Janelle González revisó con el comité los derechos de votación artículo VII-. Propuso al comité de añadir cuando un todo a favor se lleva a cabo, para incluir indicando "I". El comité estuvo de acuerdo. Sra. González examinó a continuación el artículo VII- Comité Vigentes. Ella compartió con los miembros cómo el PC aprobó para modificar los Estatutos y añadir posiciones en cada Subcomité. El aumento es apoyar a los 28 miembros que se sientan en el Consejo de Política y asegurar que cada miembro este sentado en un Subcomité. Patty Hinojosa, Gerente de Servicios Familiares y Gobernación sugirió mantener al personal con un máximo de 5 miembros. Ella explicó que cuando el Comité de Personal de la Mesa Directiva tiene una reunión llamada en especial, el PC tendrá que coincidir con la cantidad de miembros que asisten a la reunión llamada en especial. La Sra. Hinojosa dice que es justo para los miembros del subcomité de personal que sería mejor mantener a los miembros a 5. Los miembros del comité de Estatutos estuvieron de acuerdo. Janelle les explicó a los miembros que no están en condiciones de proponer un aumento de la cantidad de años que se presentan en el Consejo de Política porque los requisitos dentro de las normas de desempeño del Estado dan un máximo de 3 años para servir. Ana Vigil, Representante de la mesa directiva sugirió diseñar el término de años que pueden servir dentro de los estatutos para un miembro del PC, un representante de la comunidad, y Representante de la Mesa Directiva. Ana dijo que sería bueno para aumentar la cantidad de tiempo que los representantes sirven en el PC para que puedan seguir prestando apoyo a los padres de la agencia. La Sra. Hinojosa mencionó las normas de desempeño se están revisando las propuestas y una vez que han sido aprobados, se pueden volver a revisar los Estatutos. Después podemos hacer cambios para apoyar los nuevos requisitos de las normas de desempeño. Tai'Rance, Padre de Stockton PC, hizo una pregunta en cuanto a la pertenencia de un subcomité. Sugirió tener un suplente para cada subcomité que asistirá a las reuniones como un invitado. Cuando un miembro del Subcomité ya no está en el comité, el suplente podrá tomar su lugar. Ana Vigilia sugirió el desarrollo de un sistema para

los miembros del PC para seleccionar un proxy al comienzo del año. Ella explicó un proxy sería un miembro del PC que es consciente de que pueden necesitarlo para sentarse en el lugar de un miembro que no pueda asistir a la reunión de un subcomité. Sra. González indicó que ella va revisar con el acto de Ralph M. Brown para la orientación y si suplentes y Proxys son admisibles a las subcomisiones. Ana indicó que ella se sienta en otro comité que practica tener Proxys y funciona bien. Sra. González les preguntó a los miembros si tenían alguna otra pregunta. Ninguna pregunta se estableció. Sra. González les aviso a los miembros que por favor revisen en su tiempo los Estatutos y si tienen alguna pregunta o sugerencia ponerse en contacto con ella. La próxima reunión se llevará a cabo el 21 de julio. Ella espera tener alguna aclaración en cuanto a cómo van a seguir adelante con las sugerencias formuladas durante la reunión de hoy.

4. **Cierre de sesión**
   a. La reunión termino a las 12:56 p.m.

5/23/16 AD

SAVE THE DATE!

The Kern County Department of Child Support Services is Hosting the 7th Annual



Ready-Set Back2School

Health & Wellness Fair

Connecting Families and Children with Child Support and Community Resources

August 4, 2016 • 9 a.m. - Noon

Kern County Fairgrounds • 1142 S. P street
Bakersfield, CA 93307

Free Backpacks and school supplies for children in grades Pre K-12 • While Supplies Last

Vendors, Pre Register Today!

The goal of the Ready-Set Back 2 School Health & Wellness Fair is to increase public awareness about the importance of consistent monthly child support payments, as well as connect families and children with local community resources targeting health, education, and wellness, with a focus on the wellbeing of children. When received on a consistent basis, child support can be a reliable source of income which creates a better life for children.

Kern County Department of
CHILD SUPPORT SERVICES
Kids Come First
Child support creates a better life for children.

Kern County Bar Association Charitable Foundation

KERN SCHOOLS FEDERAL CREDIT UNION
"Together, we have something special"™

The Kern County Fair

23 abc KERO-BAKERSFIELD

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For questions regarding Ready-Set Back 2 School or to make a donation, please contact Tracy Salerno at 661-868-2912 or *tsalerno@co.kern.ca.us* or visit *www.kerncountychildsupportservices.com*

Head Start's Comprehensive Approach to Child Development

eclkc.ohs.acf.hhs.gov/hslc/hs/news/blog/comprehensive-approach-child-development.html

By Sarah Merrill



Did you know there was a panel of experts who developed recommendations for the first Head Start program? Recommendations for a Head Start Program by a Panel of Experts, also known as the Cooke Report, included key beliefs that are still with Head Start today. This includes providing comprehensive services "involving activities generally associated with the fields of health, social services, and education."

We are true to our roots! Head Start programs have provided comprehensive services to 33 million children since 1965. "What we tried to visualize was a comprehensive child development effort that went far beyond simply preparing someone to do better in kindergarten; it went to the health of the child and the overall psychology," said Dr. Robert Cooke, a co-leader of the initial Project Head Start.

Polly Greenberg said, "From the absolute beginning, Head Start was never intended as just to be preschool. The emphasis was on comprehensive services: nutrition, health screening, health care, social services, and new careers for the parents with training and income. Helping people get out of the cycle of poverty; and that includes energizing, giving people confidence that they can do this. And it is one step at a time."

Providing such a breadth of services can be challenging. It takes a lot of planning, coordination, and community partners. However, a comprehensive approach allows Head Start staff to focus on children and families holistically. Their work in providing a comprehensive approach for each child and family is the essence of individualized services. We know development is influenced by individual temperament, life experiences, and interests. Children grow and learn in their own style and pace. We also know that the areas of development are connected and influenced by one another. We would do a disservice if we didn't consider the whole child, in the context of his or her family, when planning and delivering all types of services.

Thank you, Head Start staff! Because of your work in providing comprehensive services, you've helped Head Start and Early Head Start programs to prepare 32 million children for school and life during our 50-year history. The work you do each and every day with children and families is so important. You may realize that you make a difference when you notice children learning and growing while they are in your care. However, your work is more than that. Your work provides a foundation for them to continue thriving. So, thank you! You matter; your work matters; and most importantly, you let children and families know that they matter, too.

On May 18, 2016, we will be celebrating Head Start's 51st birthday. All month we'll be looking at the many aspects of comprehensive services that Head Start programs provide. You can start by checking out the Head Start timeline to explore the ways we've integrated comprehensive services from the very beginning.

Sarah Merrill is a Program Specialist for the Office of Head Start.

Head Start's Comprehensive Approach to Child Development. HHS/ACF/OHS. 2016. English.

Comprehensive Services and T/TA in Head Start

eclkc.ohs.acf.hhs.gov/hslc/hs/news/blog/comprehensive-services.html
By Sharon Yandian



Comprehensive services have been the hallmark of Head Start from its very beginning in the summer of 1965. Educational services, dental and health screening, and healthy meals are provided for all children, including those with disabilities. Social services are brokered for all families with the assistance of strong community partnerships. The training and technical assistance (T/TA) system has taken many forms over the past 50 years, but its primary purpose has always been to strengthen the service delivery and management and fiscal systems within grantees.

We're at another juncture with a new cross-sector T/TA system that combines the efforts of the Office of Head Start (OHS) and the Office of Child Care (OCC). It will continue to support and strengthen the array of program services in Head Start, as well as include resources for child care settings. It will also provide T/TA on new requirements and regulations, as needed. For Head Start programs, the infrastructure resembles the previous T/TA system with three components of ongoing support:

- **National Centers:** Communicate best practices in program services and systems and provide content-rich, evidence-based resources and trainings
- **Regional TA Network:** Each Regional Office deploys early childhood specialists assigned to a set of grantees, as well as health, systems, and grantee specialists, as needed. The National Centers interface with the specialists, provide direct training and materials to them, and learn from them about the needs in the field.
- **Grantees:** Receive at least 50 percent of all Head Start T/TA monies to support their professional development plans

The best description of the emphasis within the new T/TA system is "process consultation." The emphasis is more on the TA side, where there is support for the process of program improvement, and less on the T, or training, side. Grantees continue to define their vision, assess community needs, and collect data on how they are doing. The T/TA system helps grantees focus on their strengths and identify possible barriers to providing a high-quality program. With T/TA support, grantees define the process of change and come up with their own solutions to some of the challenges. Much of this on-the-ground support falls to the regional specialists in their work with programs.

How does this new T/TA approach impact comprehensive service delivery at the local level? An example comes to mind in the area of family engagement. Programs have become familiar with the Parent, Family, and Community Engagement (PFCE) Framework and are implementing various aspects. They've begun to identify family engagement strategies and set up systems to track and measure their progress toward family outcomes. The next step for one program was to decide how use of the PFCE Framework could best support newly enrolled refugee families and teen fathers. The process consultation approach identified how the program was going to address these gaps in its family engagement services. This process involved assessing whether new personnel were needed and how the grantee's T/TA dollars could be used to cover professional development needs.

Educational services have also benefited from the use of T/TA resources and process consultation. In one grantee, low Classroom Assessment Scoring System (CLASS®) scores in two of the three domains were associated with

high teacher turnover and an inadequate coaching system. As a result, learning opportunities for the children were not being well-implemented. The regional T/TA early childhood specialist and the grantee education manager made classroom observations together, analyzed them, and discussed how to improve the way feedback was given to teachers. Grantee staff and the T/TA provider probed deep into the process of how to change teacher practices. Eventually, the program stabilized turnover and strengthened its coaching methods. Importantly, teachers felt supported by the process. The end result was improved educational services for children, and in turn, improved child outcomes.

Programs also must be responsive to the changing landscape of their communities. In order to serve a large number of families who represented a distinct cultural and linguistic group, one grantee had to take a hard look at all of its comprehensive service areas. Working closely with its T/TA provider to identify the program's strengths and needs, the program established priorities to address. One was nutritional services. Many children were not eating much of the lunch provided because they were not used to the taste of the food. As a result, they were hungry and tired and not ready to learn in the afternoon. They went home hungry, and many families served them their familiar food as soon as they got back home. The grantee leadership called on the regional T/TA specialist, who helped them decide on several action steps: Learning to prepare and serve more culturally appropriate foods at lunch and explaining to families why this meal was an important part of the child's program day.

In order to communicate with families, the program had to reach out to community members who could speak the families' home language. Local college students proved to be an asset. The grantee also identified priorities in educational services and screening procedures that led to changes in staffing and recruitment. The regional T/TA specialist helped the program put together a professional development plan. The plan included accessing resources from the Early Childhood Learning and Knowledge Center (ECLKC), such as the Program Preparedness Checklist, which was designed to help programs examine their systems and services for children and families who speak languages other than English. Through an intensive, lengthy process consultation, this grantee learned that any one comprehensive service does not stand alone. They are inter-related, and when they are viewed holistically, the health and development of children and their families are promoted.

Head Start programs do amazing work each day in preparing children to enter school ready to succeed, as well as readying parents for their continual role as the primary educator and champion of their children. The T/TA system serves to strengthen the quality of grantee services and systems with the same goal of improving child and family outcomes.

Sharon Yandian is the Director of the OHS State and National T/TA Division.

Comprehensive Services and T/TA in Head Start. HHS/ACF/OHS. 2015. English.

Last Reviewed: April 2016

Last Updated: April 15, 2016

New Ways to Approach School Readiness in Home Visiting

eclkc.ohs.acf.hhs.gov/hslc/hs/news/blog/sr-home-visiting.html
By Patty Marickovich and Amanda Bryans



It's been a series of dreary days in Washington, DC. As we watch the steady, heavy downpour of cold springtime rain from the Head Start office, our discussion drifts to how the home visitors are doing in our community. They are out in this soaking weather, visiting families and honoring their work of building partnerships with each parent who invites them into their homes. They are out there providing the essential comprehensive services that are the foundation of school readiness.

Yes, home visiting does provide school readiness, and has since Head Start began in 1965. We are certain that each of our nation's 7,445 home visitors could name the five central domains of early learning because every element is essential for school and long-term success:

1. Language and Literacy
2. Cognition
3. Approaches to Learning
4. Physical Health and Motor Development
5. Social and Emotional Development



Head Start home visitor and parent support child's motor skills by playing with a ball.

What comes to mind when you hear those two essential words: *school readiness*? Home visitors work with the families in many ways to achieve that readiness—helping set goals with parents, making sure the child is eating well and growing up healthy, and teaching parents how to build their child's brain. These comprehensive services unfurl the child's development and the family's network of support. It is important to think about each family's progress and what we hope to accomplish in partnership with parents.

Children have a way of enriching us as a family, in our professions, and as human beings. There are principles that underpin how parents and home visitors approach the development of their children. The key principles are:

1. Listen to what each child communicates to discern individual needs, emerging skills, and interests as they grow.
2. Empower parents during every home visit, especially when reflecting together during joint planning times to ensure progress. Planning ahead for the next home visit or socialization results in a fuller experience for everyone, especially the children.
3. The daily growth of each child is a source of great joy.
4. We are charged with an awesome responsibility to prepare children for their road along life's path. The future is wide open; children, parents, and home visitors can dream boldly!

Head Start home visitor tracks child development with a parent.



There are many resources available in the area of home visiting. The Home-Based Program Option portal on the Early Childhood Learning and Knowledge (ECLKC) website offers a great opportunity to reflect on whether your program's home visiting school readiness services are as intentional as they could be. Look there to find resources to support home visitors' work with children and families.

OpenDoors is an interactive tool for home visitors, their supervisors, directors, and others. The Parents' Guide to Home-Based Program Options shares ideas that can enhance the unique partnership between the parent and home visitor.

We all have a role to play. This portal offers a conduit to supporting healthy parent and child relationships, another cornerstone of school readiness. We hope that you take the time to explore this new portal and discover fresh ways to assure school readiness success for every child entrusted to us.

By the way, please be assured that our conversations drift to our 7,445 home visitors on days when the weather is favorable and sunny, too!

Patty Marickovich is the Maternal, Infant, and Early Childhood Home Visiting (MIECHV) Coordinator for the Office of Head Start, and Amanda Bryans is the Education and Comprehensive Services Division Director for the Office of Head Start.

New Ways to Approach School Readiness in Home Visiting. HHS/ACF/OHS. 2016. English.

Last Reviewed: May 2016

Last Updated: May 16, 2016

Head Start: Beyond 50 Years

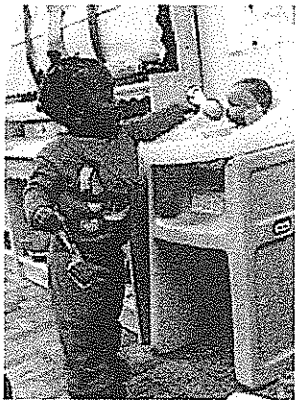
eclkc.ohs.acf.hhs.gov/hslc/hs/news/blog/beyond-fifty-years.html

By Dr. Blanca Enriquez



I love celebrating birthdays! Birthdays provide a chance to reflect on past accomplishments and to focus on new opportunities and growth. May 18 is often thought of as Head Start's birthday, since it was on this day in 1965 that President Lyndon B. Johnson officially announced Project Head Start from the White House Rose Garden. Since then, we've established an impressive history as a national leader in early childhood development and education. We've also expanded our services to migrant and seasonal families, tribal communities, infants and toddlers, and pregnant women.

Head Start's mission has always been to prepare children for kindergarten. We do this by collaborating with community partners, involving parents in program governance, and ensuring the families we serve receive high-quality comprehensive services. I am thrilled our mission continues to be a central part of this administration's efforts to ensure children have access to high-quality early learning opportunities. As always, I look forward to what the next year has in store.



In the fiscal year 2017 budget, President Obama proposed $9.6 billion for Head Start programs. Out of that, $292 million in new money would go towards the continued expansion of the number of children who receive full school day and full school year services. This funding, along with the supplemental funding we announced in April to extend the duration of services, would mean we could offer a full school day and full school year program to more than half of all Head Start children.

President Obama also has proposed $645 million to continue expanding Early Head Start and Early Head Start-Child Care Partnerships. These partnerships allow local Early Head Start grantees to join with child care providers to ensure infants and toddlers receive high-quality early care and education. Providing comprehensive services to children and their families is what sets Head Start apart from many other early childhood education programs, and I'm pleased that we can share what we do with our child care partners.

I am also excited about the impending release of our new Head Start Program Performance Standards—standards first published in the 1970s and last revised in 1998. Last year, when we published a notice of proposed rule making, we had two overarching goals: to simplify and streamline program performance standards to improve transparency and implementation, and to improve program quality. We considered the great feedback we received from you and we believe we have met those goals. We anticipate our new Program Performance Standards will be released this summer.



The cornerstones of Head Start, along with the comprehensive nature of the Performance Standards, are hallmarks of high quality. But it's all of you who bring the program to life on a daily basis. You are vital to the Head Start mission, but more importantly you are critical to the children and families within your local communities. I hope you use every May 18 as a time to reflect on the ways your program can continue to grow, learn, and improve.

Happy birthday, Head Start!

Dr. Blanca Enriquez is the Director at the Office of Head Start.

Head Start: Beyond 50 Years. OHS/ACF/HHS. 2016. English.

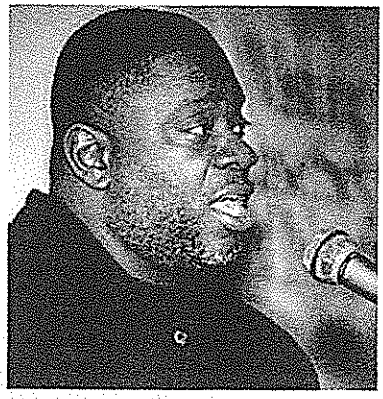
Last Reviewed: May 2016

Last Updated: May 17, 2016

A Renewed Focus on Fathers

eclkc.ohs.acf.hhs.gov/hsic/hs/news/blog/renewed-focus-fathers.html

By David A. Jones



Fathers can play a pivotal role in the care, education, guidance, love, and economic stability of their children and families. The Administration for Children and Families (ACF) is dedicated to finding ways to communicate, engage, and provide essential support to fathers. Since we're approaching Father's Day, we want to celebrate just a few of the many efforts made by offices within ACF.

The Office of Family Assistance's mission is serving families through fostering economic stability. Through the Healthy Marriage and Responsible Fatherhood program, ACF funded a local network of 21 organizations in 47 states to provide comprehensive healthy relationships and marriage education services, responsible parenting, and job and career advance activities.



The Office of Head Start is known for its innovative approaches to supporting children and families, with over 1.3 million children in care daily. The Head Start Father Engagement Birth to Five Programming Guide helps programs integrate all of their fatherhood activities' with thoughtful professional development, continuous improvement, supervision, and training.

The Office of Planning, Research, and Evaluation has done several studies looking at father engagement and experiences, and they are also great resources to help us expand our thinking about service supports for fathers.

The Office of Child Support Enforcement (OCSE) has focused on strengthening polices to ensure they work for families. The Child Support Program collected $28.6 billion for almost 16 million children in 2015, and 95 percent of the money collected was paid to families. Yet, families need more than child support income, and the office has a number of programs that can help families' manage their budget. OCSE works inside ACF and with state agencies to run these programs, such as the CO-PEP program in Colorado (read about how it put one father back on his feet and supporting his kids).



We can celebrate the work that's already being done, but also look forward. This Father's Day, I'd ask that you explore ways to enhance the work you do on a daily basis to support the needs of fathers.

David Jones is a Program Specialist for the Office of Head Start. This blog was originally posted on ACF's Family Room Blog.

A Renewed Focus on Fathers. HHS/ACF/OHS. 2016. English.

Last Reviewed: June 2016

Last Updated: June 15, 2016

READYROSIE

WWW.READYROSIE.COM

Dear Parent, Caregiver,



Your school has provided you with a subscription to ReadyRosie.

ReadyRosie is an online resource that provides DAILY activities for adults to do with children ages zero to six. The activities are simple and take only about two minutes a day!

Each activity is modeled on a two minute video. Simply watch the video, do the activity, and everyone learns something new!

Upon registration, you will begin receiving an email and/or SMS text message with an activity you can do at home or at school with your child(ren). Each message will contain:

- An activity modeled on video in **ENGLISH**
- A similar activity modeled on video in **SPANISH**
- An expert video to help explain the **WHY** behind the activity

Register today to begin receiving this exciting new resource!

www.readyrosie.com/register

After registering, download our mobile app for your iPhone or Android device.

Download on the App Store

ANDROID APP ON Google play

READYROSIE

WWW.READYROSIE.COM

Estimados Padres,



La escuela le ha otorgado una suscripción a ReadyRosie.

ReadyRosie es una suscripción en línea que provee actividades educativas para que los adultos las realicen con sus niños de 0-6 años. Las actividades son muy sencillas y solo toman idos minutos al día!

Cada actividad se muestra en un video de dos minutos, usted simplemente VE el video, HACE la actividad y, ¡todos aprenden algo nuevo!

Al registrarse, usted empezará a recibir un correo electrónico o mensaje de texto SMS todos los días con una actividad que puede hacer con sus hijos en la casa o la escuela. En cada mensaje usted encontrará:

- Una actividad demostrada en un video en INGLES
- Una actividad similar demostrada en un video en ESPAÑOL
- Un video de un experto en educación que le explica el por qué detrás de la actividad

¡Inscríbase hoy para empezar a recibir este nuevo y magnífico recurso!

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Al registrarse, descargue la aplicación móvil gratuita para su iPhone o dispositivo Android.

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Community Action Partnership of Kern
Child Education and Development Services
Governance-Policy Council

June 1, 2016

Re: Policy Council Membership

Dear Josenn Vergara,

The Policy Council Bylaws approved August 31, 2015 state that: Membership may be terminated as a result of three (3) consecutive absences throughout the year for any reason, ***except absences for attending a Community Action Partnership of Kern function*, or EXTREME weather conditions.**

1. Termination may be appealed.
2. Submit a written letter of appeal to the Program Governance Coordinator within ten (10) working days of receiving the notification of termination
3. The Program Governance Coordinator will place the appeal on the following Policy Council agenda for the full Policy Council vote.
4. The Policy Council's recommendation will be in effect for the remainder of the current Policy Council year.

The attendance records show that you have been absent from the Policy Council meetings in March, April, and May.

Please be advised, you have been terminated as a Policy Council Member as of May 27, 2016. If you wish to appeal this termination, please contact Janelle Gonzalez at 1-661-336-5236 ext. 2637 or Rashi Strother at 1-242-9540 ext. 1408.

We appreciate your service to the Policy Council and to Community Action Partnership of Kern Head Start Program.

Thank you,

Ashley Womack
2015-2016 Policy Council Chairperson

cc: Janelle Gonzalez, Program Governance Coordinator

Asociación de Acción Comunitaria de Kern
Servicios de Educación y Desarrollo Infantil
Gobernación-Consejo de Política

1 de junio del 2016

Re: Membrecía del Consejo de Política

Querida Josenn Vergara,

Los Estatutos del Consejo de Política, aprobado el 31 de agosto del 2015, afirma que: La membrecía puede ser terminada como resultado de tres (3) ausencias durante el año por cualquier razón, **excepto cuando el miembro asiste a cualquier evento que esté relacionado con la Asociación de Acción Comunitaria de Kern, o condiciones ambientales extremas.**

1. Las terminaciones pueden ser apeladas.
2. Una carta de apelación puede ser presentada al Gerente de Servicios familiares y Gobernación dentro de los 10 días de haber recibido la notificación de destitución.
3. El Gerente de Servicios Familiares y Gobernación pondrá la apelación en la agenda de la próxima reunión del Consejo de Política para que todo el consejo pueda hacer una votación.
4. Las recomendaciones que haga el Consejo de Política permanecerá en efecto por el resto del año actual del Consejo de Política.

El registro de asistencia enseña que usted estuvo ausente de la junta del Consejo de Política en marzo, abril, y mayo.

Por favor tenga en cuenta que su membrecía del Consejo de Política se terminara el 27 de mayo del 2016. Si usted le gustaría apelar esta destitución, por favor comunicase con Janelle Gonzalez al (661) 336-5236 ext. 2637 o Rashi Strother al 1-242-9540 ext. 1408.

Le agradecemos por su servicio al Consejo de Política y a la Asociación de Acción Comunitaria de Kern.

Gracias,

Ashley Womack
2015-2016 Presidente del Consejo de Política

Cc: Janelle Gonzalez, Coordinadora del Programa de Gobernación