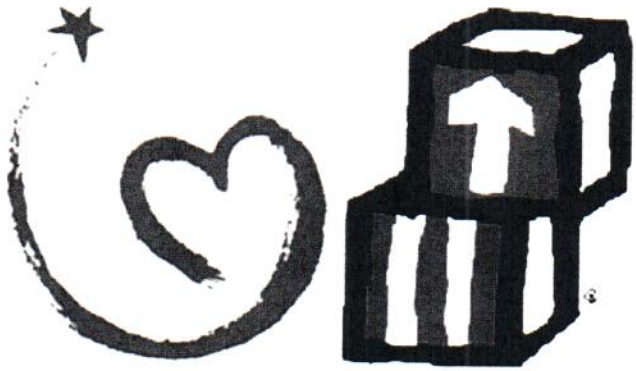
Head Start &
State Child Development
Birth to age 5

capk
Community Action Partnership of Kern

Head Start/State Child Development Services

POLICY COUNCIL MEETING PACKET

March 30, 2017



Policy Council Attendance '16-'17

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

#	REGION 1 PC Member Name	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	June 2017	July 2017	Aug 2017	Sept 2017	Oct 2017
1	Enrique Salazar- East Cal	X		X	ABS								
2	Anton Faern- Casa Loma	X		ABS									
3	Jeanette Beltran- Siebert	ABS		X									
4	Ana Luna- East Cal				X								
5	Lachelle Calvillo- Alberta Dillard	X		X	ABS								

#	REGION 2 PC Member Name	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	June 2017	July 2017	Aug 2017	Sept 2017	Oct 2017
1	Irma Sandoval- Martha Morgan	ABS		ABS	ABS								
2	Ruben Castellanos- Fairfax	X		X	X								
3	Maria Martinez- Virginia	X		ABS	X								
4	Marina Araujo- Pacific	ABS		X	X								

#	REGION 3 PC Member Name	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	June 2017	July 2017	Aug 2017	Sept 2017	Oct 2017
1	Christina Bates- Willow	X		X	X								
2	Gabriella McCutcheon- Willow	X		X	X								
3	Catherine Velasquez- Pete Para	X											
4	Deanna Perea- McFarland			X	ABS								
5	Lizeth Calvo- McFarland	X		ABS	ABS								

#	Region 4 PC Member Name	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	June 2017	July 2017	Aug 2017	Sept 2017	Oct 2017
1	Savannah Scarpa- Tehachapi	X		X	X								
2	Lorena Fernandez- San Diego	X		X	X								
3	Jason Warren- Cleo Foran	X		X	X								
4	Shevada Dove Williams- Tehachapi	ABS		ABS	X								

#	Home Base PC Member Name	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2016	Apr 2017	May 2017	June 2017	July 2017	Aug 2017	Sept 2017	Oct 2017
1	Marion Gomez- Lisa Moreno	X		ABS	ABS								
2	Ramona Campos- T. Cordova	X		X	ABS								

	BC/Blanton EHS Partnership	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	June 2017	July 2017	Aug 2017	Sept 2017	Oct 2017
1	Jadine Gonzalez- B. College	ABS		X	X								

	San Joaquin EHS Partnership	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	June 2017	July 2017	Aug 2017	Sept 2017	Oct 2017
1	Erica Freehoffer			X	X								
2	Open												

	Community Rep Member	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	June 2017	July 2017	Aug 2017	Sept 2017	Oct 2017
1	Open (Past Parent)												
2	Ana Lester (Community)	X		X	X								
3	Linday Harrison (Community)				X								

	Board Member	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	June 2017	July 2017	Aug 2017	Sept 2017	Oct 2017
1	Open												

Policy Council Sub-Committee Attendance Sheet
2016-2017

By-Laws Policy Council Sub-Committee

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May.	Jun.	Jul.	Aug.	Sept.	Oct.
Savannah Scarpa (Chair)	X	ϕ	X	ϕ							
Jason Warren	X	ϕ	X	ϕ							
Ramona Campos	X	ϕ	ABS	ϕ							
Anton Faern	ABS	ϕ	ABS	ϕ							
Lachelle Calvillo	X	ϕ	X	ϕ							
Opening	ABS	ϕ	X	ϕ							
Opening				ϕ							
Opening				ϕ							

Finance Policy Council Sub-Committee

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May.	Jun.	Jul.	Aug.	Sept.	Oct.
Gabriella McCutcheon (Chair)	ϕ	ϕ	ABS								
Christina Bates	ϕ	ϕ	X								
Savannah Scarpa	ϕ	ϕ	X								
Deanna Perea	ϕ	ϕ	ABS								
Shevada Williams	ϕ	ϕ									
Opening											
Opening											
Opening											

School Readiness Policy Council Sub-Committee

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May.	Jun.	Jul.	Aug.	Sept.	Oct.
Christina Bates (Chair)	ϕ	ϕ	X								
Marina Araujo	ϕ	ϕ	ABS								
Erica Freehoffer	ϕ	ϕ	X								
Ruben Castellanos	ϕ	ϕ	ABS								
Jadine Gonzalez	ϕ	ϕ	X								

Policy Council Sub-Committee Attendance Sheet
2016-2017

Planning Policy Council Sub-Committee											
Member	Dec.	Jan.	Feb.	Mar.	Apr.	May.	Jun.	Jul.	Aug.	Sept.	Oct.
Lorena Fernandez (Chair)	ϕ	ϕ	X								
Ana Lester	ϕ	ϕ	X								
Ruben Castellanos	ϕ	ϕ	X								
Opening											
Opening											
Opening											
Opening											
Opening											

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	

Head Start & State Child Development Birth to age 5

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Policy Council Agenda
March 30, 2017
5005 Business Park North, Suite 130
Bakersfield, CA 93309
5:30-7:00 p.m.
Meeting Locations:

5005 Business Park North Bakersfield, CA 93309	1145 N. Hunter St. Stockton, CA 95202

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: March 30, 2017

4. **Approval of Minutes** — Chairperson — ***ACTION**
   a. Date of Minutes: February 23, 2017

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** — (3 mins. each)

a. School Readiness Committee	Christina Bates	**No Report**
b. Planning Committee	Lorena Fernandez	**Verbal Report**
c. Finance Committee	Gabriella McCutcheon	**Verbal Report**
d. By-Laws Committee	Savannah Scarpa	**No Report**

7. **Presentations**
   a. Growing Healthy on The Road to School Readiness- Janey Felsoci & Roxanne Harrison, Nutrition Specialist (15 min.)
   b. Financial Report and Independent Auditor's Report- Donna Holland, Fiscal Administrator (10 min.)

8. **New Business** — Chairperson — ***ACTION**
   a. Request to approve Policy Council meet on April 26, 2017 due to Staff Development Day.
   b. Request to approve PC Member Lizeth Calvo to the Planning Subcommittee.
   c. Request to approve PC Member Enrique Salazar to the Planning and Finance Subcommittee.

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, March 23, 2017 Janelle Gonzalez, Program Governance Coordinator.

Head Start & State Child Development Birth to age 5 capk

9. **Communications**
   a. Head Start & Early Head Start – Kern Budget vs. Actual Expenditures March 1, 2016 through February 28, 2017
   b. Early Head Start – San Joaquin Budget vs. Actual Expenditures February 1, 2016 through January 31, 2017
   c. Early Head Start – San Joaquin Budget vs. Actual Expenditures February 1, 2017 through February 28, 2017
   d. Early Head Start Child Care Partnerships Budget vs. Actual Expenditures September 1, 2016 through February 28, 2017
   e. Parent Local Travel & Child Care, for the period ending February 28, 2017 (English/Spanish)
   f. Parent Activity Funds, for the period ending February 28, 2017 (English/Spanish)
   g. Parent Meals, for the period ending February 28, 2017 (English/Spanish)
   h. 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 February 28, 2017
   i. Termination Letter- Policy Council Member Irma Sandoval, February 24, 2017 (English/Spanish)
   j. Termination Letter- Policy Council Member Marion Gomez, March 14, 2017 (English/Spanish)
   k. Policy Council Bylaws Subcommittee Minutes, February 09, 2017 (English/Spanish)
   l. Policy Council Finance Subcommittee Minutes, February 16, 2017 (English/Spanish)
   m. Policy Council School Readiness Subcommittee Minutes, February 15, 2017 (English/Spanish)
   n. Policy Council Planning Subcommittee Minutes, February 08, 2017 (English/Spanish)
   o. Kern County Network for Children- See Poverty Be the Difference
   p. Convoy of Hope Seize the Moment, Donate, Volunteer or Sponsor (English/Spanish)
   q. Convoy of Hope Free Community Event (English/Spanish)
   r. Clinica Sierra Vista Nurturing Parenting/Neglect classes
   s. Kern County Department of Child Support Services (English/Spanish)
   t. CASA of Kern County Superhero Run April 01, 2017
   u. Parenting Partners with John Madrid April 04, 2017 (English/Spanish)
   v. Cal EITC Volunteer Income Tax Assistance Program
   w. ACE- Advanced Center for Eyecare Clinic
   x. Healthychildren.org Getting your Baby to Sleep (English/Spanish)

10. **Program Governance Report/Training**	Janelle Gonzalez	**Verbal Report** (5 min.)
11. **Community Representative Report**	Ana Lester/Lindsay Harrison	**Verbal Report** (5 min.)
12. **Early Head Start Partnership Report**	Jadine Gonzalez	**No Report** (3 min.)
13. **Board of Directors Representative Report**	Lorena Fernandez	**Verbal Report** (3 min.)
14. **Director's Report (HS/State Child Development)**	Yolanda Gonzales	**Verbal Report** (5 min.)
15. **Policy Council Chairperson/Announcements**	Enrique Salazar	(3 min.)
16. **Adjournment**	Chairperson	

Next meeting is at 5005 Business Park North Suite 130, Board Room
Light dinner at 5:00 pm, meeting begins at 5:30 pm

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, March 23, 2017 Janelle Gonzalez, Program Governance Coordinator.

Head Start & State Child Development
Birth to age 5
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Agenda del Consejo de Política
El 30 de marzo de 2017
5005 Business Park North, Suite 130
Bakersfield, CA 93309
5:30 p.m. – 7:00 p.m.

Ubicaciones de la Reunión:

5005 Business Park North Bakersfield, CA 93309	1145 N. Hunter St. Stockton, CA 95202

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 marzo, 2017

4. **Aprobación del Acta** — Presidente — ***ACCIÓN**
   a. Fecha del Acta: 23 de febrero, 2017

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** — (3 mins. cada uno)

a. Comité de Personal	Christina Bates	**Ninguno**
b. Comité de Planificación	Lorena Fernandez	**Informe Verbal**
c. Comité de Finanzas	Gabriella McCutcheon	**Informe Verbal**
d. Comité de Estatutos	Savannah Scarpa	**Ninguno**

7. **Presentaciones**
   a. Creciendo Saludable en el Camino a la Preparación Escolar- Janey Felsoci & Roxanne Harrison, Especialistas de Nutrición (15min.)
   b. Informe Financiero e Informe del Auditor Independiente, Donna Holland, Administradora Fiscal (10 min.)

8. **Nuevos Asuntos** — Presidente — ***ACCIÓN**
   a. Solicitud para aprobar que el Consejo de Política se reúne el 26 de abril de 2017 debido a un día de desarrollo profesional.
   b. Solicitud para aprobar el Miembro del PC Lizbeth Clavo al Comité de Planificación.
   c. Solicitud para aprobar el Miembro de PC Enrique Salazar al Comité de Planificación y Finanzas.

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 marzo de 2017. Janelle González, Coordinadora del Programa de Gobernación.

Head Start & State Child Development Birth to age 5

capk Community Action Partnership of Kern

9. **Comunicaciones**
   a. Head Start y Early Head Start- Kern Informe del Presupuesto vs. Gastos Actuales 1 de marzo, 2016 hasta 28 de febrero de 2017
   b. Early Head Start- San Joaquín Informe del Presupuesto vs. Gastos Actuales 1 de febrero de 2016 hasta 31 de enero de 2017
   c. Early Head Start- San Joaquin Informe del Presupuesto vs. Gastos Actuales 1 de febrero de 2017 hasta 28 de febrero de 2017
   d. Las Asociaciones de Early Head Start Cuidado Infantil Informe del Presupuesto vs. Gastos Actuales 1 de septiembre de 2016 hasta 28 de febrero de 2017
   e. Viaje local de Padres y cuidado infantil, para el periodo terminando el 28 de febrero de 2017 (Inglés/Español)
   f. Fondos de Actividad de Padres para el periodo terminando el 28 de febrero de 2017 (Inglés/Español)
   g. Informe de Comidas de Padres para el periodo terminando del el 28 de febrero de 2017 (Inglés/Español)
   h. 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 28 de febrero de 2017
   i. Carta de destitución- Miembro del Consejo de Política Irma Sandoval, 24 de febrero de 2017 (Inglés/Español)
   j. Carta de destitución- Miembros del Consejo de Política Marion Gomez, 14 de marzo de 2017 (Inglés/Español)
   k. El Acta del Subcomité de Estatutos del Consejo de Política, 9 de febrero de 2017 (Inglés/Español)
   l. El Acta del Subcomité de Finanzas del Consejo de Política 16 de febrero de 2017 (Inglés/Español)
   m. El Acta del Subcomité de Preparación Escolar del Consejo de Política 15 de febrero de 2017(Inglés/Español)
   n. El Acta del Subcomité de Planificación del Consejo de Política de 8 de febrero de 2017 (Inglés/Español)
   o. La Red para Niños del Condado de Kern- Mire la Pobreza Sea la Diferencia
   p. Escolta de Esperanza aprovechar el Momento, Donar, Ser Voluntario, o Patrocinador (Inglés/Español)
   q. Escolta de Esperanza Evento Comunitario Gratuito (Inglés/Español)
   r. Clínica Sierra Vista Clases de Nutrición y Crianza
   s. Servicios de Manutención del Condado de Kern (Inglés/Español)
   t. CASA del Condado de Kern Carrera de Súper Héroe 1 de abril de 2017
   u. Socios de la Crianza con John Madrid 4 de abril de 2017 (Inglés/Español)
   v. El Programa de Cal EITC Asistencia Voluntaria de Impuestos
   w. Centro Avanzado de la Salud Visual- Clínica ACE
   x. Healthychildren.org Durmiendo a su Bebe (Inglés/Español)

10. **Informes del Consejo de Política/Entrenamiento**	Janelle Gonzalez	**Informe Verbal** (5 min.)
11. **Informe de Representante Comunitario**	Ana Lester / Lindsay Harrison	**Ningún Informe** (5 min.)
12. **Informe de la Asociación de Early Head Start**	Jadine Gonzalez	**Informe Verbal** (3 min.)
13. **Informe del Representante del Consejo Directiva**	Lorena Fernandez	**Informe Verbal** (3 min.)
14. **Informe de la Directora de (Head Start)**	Yolanda Gonzales	**Informe Verbal** (5 min.)
15. **Presidente del Consejo de Política/Anuncios**	Enrique Salazar	**Informe Verbal** (3 min.)
16. **Cierre de Sesión**	Presidente	

Próxima reunión es en 5005 Business Park North, Suite 130, Board Room
Cena ligera a las 5:00 p.m., reunión empezando 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 marzo de 2017. Janelle González, Coordinadora del Programa de Gobernación.

COMMUNITY ACTION PARTNERSHIP OF KERN
HEAD START / STATE CHILD DEVELOPMENT PROGRAMS
POLICY COUNCIL (PC) MEETING MINUTES
FEBRUARY 23, 2017

1. **CALL TO ORDER – Vice Chairperson, Lorena Fernandez** called the meeting to order at 5:30 p.m.
   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 are dedicated to helping people help themselves and each other."

2. **ROLL CALL/SET QUORUM – Secretary, Christina Bates - Quorum was established.**
   PC Members Present: Ana Luna, Ruben Castellanos, Maria Martinez, Marina Araujo, Gabriella McCutcheon, Christina Bates, Jason Warren, Savannah Scarpa, Lorena Fernandez, Shevada Dove, Jadine Gonzalez, Ana Lester, Lindsay Harrison, Erica Freehoffer

3. **APPROVAL OF AGENDA – Vice Chairperson, Lorena Fernandez (*ACTION)**
   a. Motion for approval of the PC Agenda dated February 23, 2017 was made by Gabriella McCutcheon; seconded by Christina Bates. Motion carried unanimously.

4. **APPROVAL OF MINUTES – Vice Chairperson, Lorena Fernandez (*ACTION)**
   a. Motion for approval of the PC meeting minutes dated January 26, 2017 was made by Gabriella McCutcheon; seconded by Savannah Scarpa. Motion carried unanimously.

5. **PRESENTATION OF GUESTS/PUBLIC FORUM**
   (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 topic will be 10 minutes. Please state your name before making your presentation. Thank you.*
   Guests in attendance: James Williams; Argelia Diaz, Family Services & Governance Assistant; Margaret Edwards, FSW Cal City; Lisa Price, PDM Administrative Assistant; Paulino Cruz, CAS Health; Janelle Gonzalez, Governance Coordinator; Jerry Meade, Program Design & Management Administrator; Mary Ann Mooney, Program Manager; LeTisha Brooks, Program Manager; Donna Holland, Fiscal Administrator; Rashi Strother; Family Services & Governance Specialist

6. **STANDING COMMITTEE REPORTS** (5 minutes each)
   a. School Readiness Committee – Christina Bates reported quorum was met. The members discussed what school readiness means to them. The group also reviewed the DRDP assessments. The next meeting is scheduled for May 10, 2017 at 5:30 p.m.
   b. Planning Committee – Lorena Fernandez reported quorum was met. Members discussed the roles and responsibilities of the subcommittee. The Enrollment Report, Average Daily Attendance, CACFP Reports and the Program Planning Calendar were all reviewed during the meeting. The next meeting is scheduled for March 8, 2017 at 5:15 p.m.
   c. Finance Committee – Gabriella McCutcheon reported quorum was not met. However, those members present did review the budget. Due to lack of quorum dates and times were not established; the next meeting will be held on March 23, 2017 at 5:30 p.m.
   d. By-Laws Committee – Savannah Scarpa reported when the By-Laws Committee met, the Head Start Performance Standards were reviewed. The differences between the old and new standards were discussed. The next subcommittee meeting date has yet to be determined.

7. **PRESENTATIONS**

a. Health Advisory Committee Meeting – Paulino Cruz, Health Content Area Specialist

Paulino Cruz talked about health screenings with the group; he spoke about vision & hearing screenings and the importance of such. Paulino indicated the CAS Health Team provides ongoing training for FSWs. He stated there are several health requirements prior to entering kindergarten. Parents are also provided training in which they are educated as how to read the chart of health requirements. Understanding this chart not only provides them information they need but also empowers them to be their child's health advocate ensuring they receive the necessary immunizations and screenings. It was stated early detection is key and important not only for a child's health but for their education. It is difficult for a child to learn if they cannot see clearly, hear adequately or if they are in pain because of poor dental hygiene. There will be a Health Advisory Committee Meeting on Thursday, April 25, 2017 which Paulino invited Policy Council members to attend.

8. **NEW BUSINESS – Chairperson (*ACTION)**

a. Nomination and election of Policy Council Planning Committee (5 opening)

Motion was made by Gabriella McCutcheon to approve the election of Marion Gomez, Lindsay Harrison and Ana Luna as members of the PC Planning Committee; seconded by Ana Luna. Motion carried unanimously.

b. Nomination and election of Policy Council Budget & Finance Committee (3 openings)

Motion was made by Jadine Gonzalez to approve the election of Shevada Dove as a member of the PC Budget & Finance Committee; seconded by Jason Warren. Motion carried unanimously.

c. Nomination and election of Policy Council Bylaws Committee (1 opening)

There were no nominations made for this committee.

d. Request to approve Lindsay Harrison as Policy Council Community Representative

Motion was made by Ruben Castellanos to approve the election of Lindsay Harrison as a PC Community Representative; seconded by Gabriella McCutcheon. Motion carried unanimously.

9. **COMMUNICATIONS**

a) Head Start & Early Head Start – Kern Budget vs. Actual Expenditures March 1, 2016 through January 31, 2017
b) Early Head Start – San Joaquin Budget vs. Actual Expenditures February 1, 2016 through January 31, 2017
c) Early Head Start Child Care Partnerships Budget vs. Actual Expenditures September 1, 2016 through January 31, 2017
d) Parent Local Travel & Child Care, for the period ended January 31, 2017 (English/Spanish)
e) Parent Activity Funds, for the period ended December 31, 2016 (English/Spanish)
f) Parent Meals, for the period ended January 31, 2017 (English/Spanish)
g) Enrollment, Average Daily Attendance and Child & Adult Care Food Program/Central Kitchen Report and Report for HS/EHS Kern, EHS San Joaquin and EHS Child Care Partnerships, January 2017
h) Teen Success Pregnant or Parenting Support Group
i) Building Self-Esteem in the Adult-Child System
j) Community Action Partnership of Kern Stuff the Bus Food Drive
k) Beale Memorial Library Calendar of Events for February
l) Kern County Library Digital Literacy Workshops
m) Habitat for Humanity "Building Homes, Building Hop"

Motion made by Gabriella McCutcheon to receive and file items (a) – (m)

10. **PROGRAM GOVERNANCE REPORT/TRAINING – Janelle Gonzalez**

Janelle thanked everyone for bringing a dish for the potluck this evening. She also provided members with a candle containing a quote. The quote was to remind members that though it may not seem like the things they do make a difference; like the candle a little light makes a big difference. Janelle added by volunteering their time not only with PC but in the other capacities parents are providing a good role

model for their children. At this time Janelle encouraged members to visit the Ready at Five website which covers seven domains of development for children; it provides a lot of good information and is a great resource. In closing, Janelle thanked members for their support.

11. COMMUNITY REPRESENATIVES REPORT – Ana Lester and Lindsay Harrison

Ana distributed a Town Hall Meeting flyer; this is a topic she shared with the group last month. Ana also told the group of a State Funded Grant (only available in California) for Low Cost Auto Insurance. Rates vary depending upon duration of time participant has had their license as well as other factors. This is an income based program and is limited to four cars per family. A pamphlet was distributed and Ana encouraged members to visit the website or call to see if they are eligible.

Lindsay shared that on March 8, 2017 there will be an Oildale Resource Fair. Various agencies will be available providing information on services available. Head Start will be in attendance as will the Public Health Department providing health and immunization information. Additionally, the Superintendent of Schools on March 14, 2017 will provide information on Youth Programs for older children which could be of benefit to our HS/EHS families who have older siblings.

12. EARLY HEAD START PARTNERSHIP REPORT – EHS PC Parent

Jadine shared with the group the EHS Partnership with Garden Pathways contract has been signed and everyone is very excited. We have been accepted to join an extension of the yearlong training program with FACE TA for an additional 5 months. At the end of this extension, FACE TA will award us with $5,000 to be used by the Partnership to enhance Family Engagement. Content Area Specialists just finished conducting monitoring at BC. Overall the monitoring went very well and we will use the information to improve services at the BC site. Monitoring at Blanton will be in March.

13. BOARD OF DIRECTORS REPRESENTATIVE REPORT – Lorena Fernandez

Lorena reported that she learned a lot and really enjoyed attending her first Board of Directors Meeting. She stated that she also had the opportunity to attend Program Review Evaluation (PRE), prior to the Board of Directors Meeting. PRE provided her information on other programs CAPK provides. She gave an example of how The Friendship House offers many great activities/programs for older children. Lorena encouraged members to view the CAPK website and see all that the agency has to offer.

14. DIRECTOR'S REPORT (HEAD START/STATE CHILD DEVELOPMENT) – Yolanda Gonzales

Jerry Meade Reported on Yolanda's behalf by thanking everyone for their attendance. He also shared that we are in the last month of our fiscal year and are busy making sure all forms, documents, reimbursements etc. are turned in by the end of the month. We are also working closely with the Office of Head Start to ensure we have a seamless transition as we progress from one budget year to the next. It was shared that CAPK will host a Cluster Meeting on February 24, 2017. This meeting will be comprised of Region 6 participants from various areas of the Central Valley. This will be an informative time to share common topics that affect all participants and those they serve. On March 2, 2017 CAPK's Read across America event will take place and various community members as well as staff will be participating and reading to children at our centers. Many activities have been scheduled at centers for the children throughout the week in celebration of Dr. Seuss' birthday. Beginning March 6 (through that week) our CLASS review will take place. This is the third and final component to our five year grant cycle. Federal reviewers will visit our classrooms and screen the interactions taking place with children. Jerry shared that March is our big push for fall enrollment and there are many recruitment events taking place throughout the county. He encouraged interested members to sign up and volunteer. In closing, Jerry again thanked the group for their time and commitment as it is greatly appreciated.

15. POLICY COUNCIL CHAIRPERSON/ANNOUNCEMENTS

Janelle Gonzalez reported on the Chairperson's behalf. There is an upcoming Recruitment & Selection Committee Meeting to be held at BPN on March 14 from 2:00 p.m. – 3:30 p.m. This is annual meeting and members are invited to participate in reviewing the document and to be a part of the process. Additionally, a representative from Habitat for Humanity will be in attendance at the April Policy Council

Meeting to share what the program has to offer. At this time a Habitat for Humanity flyer was distributed to members. Ana Luna addressed the group and expressed her gratitude and thankfulness to be returning as a part of PC. She shared her personal story and gave thanks for providing her the forum to build her confidence and give her a voice. She is currently working on her internship as a teaching assistant for kindergarten. In closing, Ana stated the CAPK Mission is very true, "helping people help themselves and changing people's lives" because it has changed her life. The next Policy Council Meeting will be held on March 30, 2017 with a light meal provided at 5:00 p.m. and the meeting to begin at 5:30 p.m.

16. **<u>ADJOURNMENT</u> – Chairperson**
Meeting was adjourned at 6:15 p.m.

Lisa Price/PDM Administrative Assistant
Completed 03.06.17

ASOCIACIÓN DE ACCIÓN COMUNITARIA DE KERN
PROGRAMS DE DESARROLLO INFANTIL ESTATAL / HEAD START
Acta de la Reunión del Consejo de Política
23 de febrero de 2017

1. **LLAMADO A LA ORDEN- Vicepresidente, Lorena Fernandez,** llamó la reunión a la orden a las 5:30 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, Christina Bates- Quórum fue estableció.**
   Miembros del PC Presentes: Ana Luna, Ruben Castellanos, Maria Martinez, Marina Araujo, Gabriella McCutcheon, Christina Bates, Jason Warren, Savannah Scarpa, Lorena Fernandez, Shevada Dove, Jadine Gonzalez, Ana Lester, Lindsay Harrison, Erica Freehoffer

3. **APROBACIÓN DE LA AGENDA- Vicepresidente, Lorena Fernandez (*ACCION)**
   a. Moción para la aprobación de la agenda del PC con fecha del 26 de febrero de 2017 fue hecha por Gabriella McCutcheon; segunda moción hecha por Christina Bates. Iniciativa fue aprobada por unanimidad.

4. **APROBACIÓN DE LA ACTA- Vicepresidente, Lorena Fernandez (*ACCION)**
   a. Moción para la aprobación del acta de la reunión del PC con fecha del 26 de enero de 2017 fue hecha por Gabriella McCutcheon, secundado por Savannah Scarpa. Iniciativa fue aprobada por unanimidad.

5. **PRESENTACIÓN DE INVITADOS/FORO PÚBLICO**
   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.*
   Invitados Presentes: James Williams; Argelia Diaz, Asistente de Servicios Familiares y Gobernación; Margaret Edwards, FSW Cal City; Lisa Price, Asistente Administrativa de PDM; Paulino Cruz, CAS de Salud; Janelle Gonzalez, Coordinadora de Gobernación; Jerry Meade, Administrador del Programa de Diseño y Manejo; Mary Ann Mooney, Gerente del Programa; LeTisha Brooks, Gerente del Programa; Donna Holland, Administrador Fiscal; Rashi Strother; Especialista de Servicios Familiares y Gobernación

6. **INFORME DE LOS COMITÉS VIGENTES** (5 minutos cada uno)
   a. Comité de Preparación Escolar- Christina Bates informó que quorum fue establecido. Los miembros hablaron sobre que significa la preparación escolar para ellos. El grupo también revisó la evaluación de DRDP. La próxima reunión tomara a cabo el 10 de mayo de 2017 a las 5:30 p.m.
   b. Comité de Planificación- Lorena Fernandez informó que quorum fue establecido. Los miembros hablaron sobre los oficios y las responsabilidades del subcomité. El informe de inscripción, promedio de las asistencias diarias, CACFP y el calendario del programa fueron revisados durante la reunión. La próxima reunión tomara a cabo el 8 de marzo de 2017 a las 5:15 p.m.
   c. Comité de Finanzas- Gabriella McCutcheon informó que quorum no fue establecido. Los miembros presentes revisaron el presupuesto. Debido a que no establecieron quorum las fechas y el horario de las

reuniones no fueron establecidas. La próxima reunión se dará a cabo el 23 de marzo de 23 de 2017 a las 5:30 p.m.

d. Comité de Estatutos- Savannah Scarpa informó que cuándo el Comité de Estatutos se reunió, las normas de desempeño fueron revisadas. Hablaron sobre las diferencias entre las nuevas y las antiguas normas de desempeño. La próxima reunión todavía no se ha determinado.

7. **PRESENTACIONES**

   a. **Reunión del Comité Consultivo de Salud, Paulino Cruz- Especialista del Área Contenido de Salud**
   Paulino Cruz habló sobre los exámenes de salud con el grupo; Habló acerca de las evaluaciones de la visión y el oído y la importancia de tales. Paulino indicó que el Equipo de Salud de CAS ofrece capacitación continua para las FSWs. Afirmó que hay varios requisitos de salud antes de entrar al jardín de infancia. Los padres también reciben capacitación en cual son educados por ejemplo leer la tabla de requisitos de salud. La comprensión de este gráfico no sólo les proporciona la información que necesitan, sino que también les da poder para que apoyen la salud de sus hijos, garantizando que reciban las vacunas y exámenes necesarios. Se afirmó que la detección temprana es clave e importante no sólo para la salud del niño, sino también para su educación. Es difícil para un niño aprender si no puede ver claramente, oír adecuadamente o si está en dolor debido a la mala higiene dental. Habrá una reunión del Comité Consultivo de Salud el jueves 25 de abril de 2017, a la cual Paulino invitó a los miembros del Consejo de Política para asistir.

8. **NUEVOS ASUNTOS- Presidente (*ACCION)**

   a. **Nominación y elección de los miembros del comité de Planificación (5 espacios)**
   Moción fue hecha por Gabriella McCutcheon para aprobar la elección de Marion Gómez, Lindsay Harrison y Ana Luna como miembros del Comité de Planificación de PC; segunda moción fue hecha por Ana Luna. Iniciativa fue aprobada por unanimidad.

   b. **Nominación y elección de los miembros del comité de Presupuesto y Finanzas (3 espacios)**
   La moción fue hecha por Jadine Gonzalez para aprobar la elección de Sheva Dove como miembro del Comité de Presupuesto y Finanzas del PC; segunda moción fue hecha por Jason Warren. Iniciativa fue aprobada por unanimidad.

   Nominación y elección de los miembros del comité de Estatutos (1 espacios)
   No hubo ninguna nominación para este comité.

   c. **Solicitud para aprobar Lindsay Harrison como Representante Comunitario del Consejo de Política**
   Moción fue hecha por Rubén Castellanos para aprobar la elección de Lindsay Harrison como Representante Comunitario del PC; Segunda moción fue hecha por Gabriella McCutcheon. Iniciativa fue aprobada por unanimidad.

9. **COMUNICACIONES**

   a. Head Start y Early Head Start- Kern Informe del Presupuesto vs. Gastos Actuales
   1 de marzo, 2016 hasta 31 de enero de 2017
   b. Early Head Start- San Joaquín Informe del Presupuesto vs. Gastos Actuales
   1 de febrero de 2016 hasta 31 de enero de 2017
   c. Las Asociaciones de Early Head Start Cuidado Infantil Informe del Presupuesto vs. Gastos Actuales
   1 de septiembre de 2016 hasta el 30 de enero de 2017
   d. Viaje local de Padres y cuidado infantil, para el periodo terminando el 31 de enero de 2017 (Inglés/Español)
   e. Fondos de Actividad de Padres para el periodo terminando el 31 de enero del 2017 (Inglés/Español)
   f. Informe de Comidas de Padres para el periodo terminando del el 31 de enero de 2017 (Inglés/Español)
   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 enero 2017
   h. Excito de Adolescentes Embarazadas o Grupo de Apoyo de Crianza
   i. Construyendo del autoestima en el sistema de Adulto-Niño

j. La Asociación de Acción Comunitaria de Kern Colecta de Alimentos
k. El Calendario de Eventos de Febrero de la Biblioteca Beale Memorial
l. Taller del Alfabetismo Bibliotecas Digitales del Condado de Kern
m. Habito para la Humanidad "Construyendo Hogares, Construyendo la Esperanza"

Moción fue hecha por Gabriella McCutcheon para recibir y archivar los temas (a) – (m)

10. **INFORMES DEL CONSEJO DE POLÍTICA/ENTRENAMIENTO- Janelle Gonzalez**
Janelle agradeció a todos por traer comida para la cena esta noche. También proporcionó a los miembros una vela con un dicho. El dicho fue para recordar a los miembros que aunque, como la vela un poco de luz hace una gran diferencia. Janelle agregó por donar su tiempo no sólo con PC pero en otras cosas los padres están aportando un buen modelo para sus niños. En este momento Janelle animó a los miembros a visitar el sitio de web Ready at Five, que abarca siete ámbitos de desarrollo para los niños; Proporciona mucha información buena y es un gran recurso. Al terminar, Janelle agradeció a los miembros por su apoyo.

11. **INFORME DE LOS REPRESENTATES COMUNITARIOS- Ana Lester and Lindsay Harrison**
Ana distribuyó un folleto de la Reunión del Ayuntamiento; Este es un tema que compartió con el grupo el mes pasado. Ana también le dijo al grupo de una subvención financiada por el estado (sólo disponible en California) para el seguro de automóvil de bajo costo. Las tarifas varían dependiendo de la duración del tiempo que el participante ha tenido su licencia, así como otros factores. Este es un programa basado en ingresos y está limitado a cuatro coches por familia. Se distribuyó un folleto y Ana animó a los miembros a visitar el sitio de web o llamar para ver si son elegibles.

Lindsay compartió que el 8 de marzo de 2017 habrá una Feria de Recursos en Oildale. Varias agencias estarán disponibles proporcionando información sobre los servicios disponibles. Head Start estará presente y el Departamento de Salud Pública proporcionará información sobre salud e inmunización. Además, el Superintendente de las Escuelas proporcionará información sobre los Programas de Jóvenes para niños mayores que podrían ser de beneficio para nuestras familias HS / EHS que tienen hermanos mayores el 14 de marzo de 2017.

12. **INFORME DE LA ASOCACION DE EARLY HEAD START- Padre PC de EHS**
Jadine compartió con el grupo que el contrato de la Asociación de EHS con Garden Pathways y se ha firmado y todo el mundo está muy emocionado. Hemos sido aceptados para unirse a una extensión del programa de entrenamiento de un año con FACE TA por un período adicional de 5 meses. Al final de esta extensión, FACE TA nos otorgará $ 5.000 para ser utilizado por la Asociación para mejorar el compromiso familiar. Los Especialistas en Área de Contenido acaban de terminar de monitorear en BC. En general, el monitoreo fue muy bien y usaremos la información para mejorar los servicios en el sitio de BC. El monitoreo en Blanton será en marzo.

13. **INFORME DE REPRESENTANTE COMUNITARIO- Lorena Fernandez**
Lorena informó que aprendió mucho y realmente disfrutó asistiendo a su primera Reunión del Consejo Directivo. Indicó que también tuvo la oportunidad de asistir a la Evaluación de Revisión del Programa (PRE), antes de la reunión del Consejo Directivo. PRE proporcionó su información sobre otros programas que ofrece CAPK. Ella dio un ejemplo de cómo la Casa de la Amistad ofrece muchas grandes actividades / programas para niños mayores. Lorena animó a los miembros a ver el sitio de web CAPK y ver todo lo que la agencia tiene para ofrecer.

14. **INFORME DE LA DIRECTORA (DESARROLLO INFANTIL ESTATAL / HEAD START) – Yolanda Gonzales**
Jerry Meade, en nombre de Yolanda, agradeció a todos por su asistencia. También compartió que estamos en el último mes de nuestro año fiscal y estamos ocupados asegurándonos de que todos los formularios, documentos, reembolsos, etc. sean entregados a fines de mes. También estamos trabajando estrechamente con la Oficina de Head Start para asegurar que tengamos una transición sin problemas mientras avanzamos de un año presupuestario al siguiente. Se compartió que el CAPK organizará una Reunión de Cluster el 24 de febrero de

2017. Esta reunión estará compuesta por participantes de la Región 6 de varias áreas del Valle Central. Este será un tiempo informativo para compartir temas comunes que afectan a todos los participantes y aquellos a quienes sirven. El 2 de marzo de 2017 tendrá lugar el evento Leer a través de América de CAPK y varios miembros de la comunidad, así como el personal, participarán y leerán a los niños en nuestros centros. Muchas actividades han sido programadas en los centros para los niños durante la semana en celebración del cumpleaños de Dr. Seuss. A partir del 6 de marzo (hasta esa semana) se llevará a cabo la revisión de CLASE. Este es el tercer y último componente de nuestro ciclo de subvenciones de cinco años. Los revisores federales visitarán nuestros salones de clase y examinarán las interacciones que tienen lugar con los niños. Jerry compartió que marzo es nuestro gran impulso para la matriculación de otoño y hay muchos eventos de reclutamiento que tienen lugar en todo el condado. Alentó a los miembros interesados a inscribirse y ser voluntarios. Al terminar, Jerry agradeció una vez más al grupo por su tiempo y compromiso, ya que es muy apreciado.

15. INFORME DEL PRESIDENTE DEL CONSEJO DE POLÍTICA/ANUNCIOS

Janelle González informó en nombre del Presidente. Hay una próxima Reunión del Comité de Selección y Reclutamiento que se dará a acabo en BPN el 14 de marzo de 2:00 pm - 3:30 pm. Esta es una reunión anual y los miembros están invitados a participar en la revisión del documento y ser parte del proceso. Además, un representante de Hábitat para la Humanidad estará presente en la Reunión del Consejo de Política de Abril para compartir lo que el programa tiene para ofrecer. En este momento, un folleto de Hábitat por la Humanidad fue distribuido a los miembros. Ana Luna se dirigió al grupo y expresó su gratitud y agradecimiento por regresar y formar parte de PC. Ella compartió su historia personal y dio gracias por proporcionarle el foro para construir su confianza y darle una voz. Actualmente está trabajando en su pasantía como asistente de enseñanza para el jardín de infantes. Para concluir, Ana dijo que la Misión de CAPK es muy cierto, "ayudar a las personas a ayudarse a sí mismas ya cambiar la vida de las personas" porque ha cambiado su vida. La próxima Reunión del Consejo de Política se llevará a cabo el 30 de marzo de 2017 con una comida ligera a las 5:00 p.m. y la reunión comenzará a las 5:30 p.m.

16. CIERRE DE SESIÓN –Presidente

a. La reunión se cerró a las 6:15 p.m.

Argelia Diaz/Program Assistant
Completed 03.09.17

COMMUNITY ACTION PARTNERSHIP OF KERN
MEMORANDUM

To: Policy Council

From: Donna Holland, Fiscal Administrator

Subject: Kern Head Start and Early Head Start
Budget to Actual Report for the Period Ended February 28, 2017

Date: March 30, 2017

The following are highlights of the Head Start/Early Head Start Budget to Actual Report for the 12-month period March 1, 2016 through February 28, 2017, which is at the end of its 12-month budget period. Monthly budget to actual reports will continue to be presented to the Committee until this budget period has been closed out.

Duration Grant
CAPK was awarded funds to increase the duration of hours of planned services for its Head Start program. This award added $723,019 in operating and start-up funds to its federal funding. The operating portion was prorated to 3 months. The portion of start-up funds that were not obligated by February 28, 2017 will be carried over to the next fiscal year.

Base and Training & Technical Assistance Funds
Funds in these activities will be close to fully expended.

Non-Federal Share
With 100% of the budget period elapsed, total Non-Federal Share (the sum of California Department of Education funding and in-kind) is at 120% of budget. This is significant because the amount of non-federal share required increased by $180,755 with the Duration award.

- California Department of Education
  Actual and estimated non-federal revenues through February 2017 are at 115% of budget.

- In-Kind
  Year-to-date in-kind is at 124% of budget.

The five centers with the highest percentage of goal met were Fairfax, Sunrise Villa, Planz, Roosevelt, and Vineland. Of 44 centers and groups, 41 exceeded 100% of goal.

Community Action Partnership of Kern
Head Start and Early Head Start - Kern
Budget to Actual Report
Budget Period: March 1, 2016 - February 28, 2017
Report Period: March 1, 2016 - February 28, 2017
Month 12 of 12 (100%)

Prepared 03/15/2017

	HEAD START					EARLY HEAD START				
BASE FUNDS	**BUDGET**	**ACTUAL**	**REMAINING**	**% SPENT**	**% REMAINING**	**BUDGET**	**ACTUAL**	**REMAINING**	**% SPENT**	**% REMAINING**
PERSONNEL	10,246,395	10,043,809	202,586	98%	2%	1,869,515	2,151,431	(281,916)	115%	-15%
FRINGE BENEFITS	3,080,648	3,353,622	(272,974)	109%	-9%	560,855	669,031	(108,176)	119%	-19%
TRAVEL	0	16,328	(16,328)			0	1,924	(1,924)		
EQUIPMENT	0	0	0			120,000	59,601	60,399	50%	50%
SUPPLIES	1,037,719	607,439	430,280	59%	41%	464,862	221,862	243,000	48%	52%
CONTRACTUAL	64,750	98,382	(33,632)	152%	-52%	12,250	14,093	(1,843)	115%	-15%
CONSTRUCTION	0	0	0			0	0	0		
OTHER	3,147,449	3,446,486	(299,037)	110%	-10%	535,892	432,617	103,275	81%	19%
TOTAL BASE FUNDING	**17,576,961**	**17,566,067**	**10,894**	**100%**	**0%**	**3,563,374**	**3,550,559**	**12,815**	**100%**	**0%**
TRAINING & TECHNICAL ASSISTANCE										
TRAVEL	19,322	28,852	(9,530)	149%	-49%	34,690	23,191	11,499	67%	33%
SUPPLIES	22,797	18,144	4,653	80%	20%	16,152	27,699	(11,547)	171%	-71%
CONTRACTUAL	18,485	7,566	10,919	41%	59%	11,689	12,204	(515)	104%	-4%
OTHER	84,746	90,775	(6,029)	107%	-7%	34,473	33,230	1,243	96%	4%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**145,350**	**145,337**	**13**	**100%**	**0%**	**97,004**	**96,980**	**24**	**100%**	**0%**
DURATION GRANT START-UP										
EQUIPMENT	120,000	0	120,000	0%	100%					
SUPPLIES	199,700	23,490	176,210	12%	88%					
OTHER	174,802	0	174,802	0%	100%					
TOTAL TRAINING & TECHNICAL ASSISTANCE	**494,502**	**23,490**	**471,012**	**5%**	**95%**					
INDIRECT	1,931,892	1,733,153	198,739	90%	10%	386,620	353,257	33,363	91%	9%
GRAND TOTAL HS/EHS FEDERAL FUNDS	**20,148,705**	**19,468,046**	**209,647**	**97%**	**3%**	**4,046,998**	**4,000,797**	**46,201**	**99%**	**1%**

HEAD START and EARLY HEAD START KERN NON-FEDERAL SHARE

SOURCE	**BUDGET**	**ACTUAL**	**REMAINING**	**% SPENT**	**% REMAINING**
CALIF DEPT OF ED	2,805,361	3,235,479	(430,118)	115%	-15%
IN-KIND	3,243,566	4,016,961	(773,395)	124%	-24%
TOTAL NON-FEDERAL	**6,048,927**	**7,252,440**	**(1,203,513)**	**120%**	**-20%**

Agency-Wide Credit Card Report *

	CURRENT	**1 TO 30**	**31 TO 60**	**61 TO 90**	**OVER 90**	**CREDITS**	**TOTAL**	**STATEMENT DATE**
Bank of America	20,053						**20,053**	2/21/2017
Lowe's	7,051	458					**7,509**	2/25/2017
Save Mart	864						**864**	2/26/2017
Smart & Final	453						**453**	2/28/2017
Chevron & Texaco Business Card	7,514						**7,514**	3/5/2017
Home Depot	4,375	169					**4,544**	3/5/2017
	40,310	**627**	**0**	**0**	**0**	**0**	**40,937**	

* Expenditure details are included in the CAPK Financial Report

Budget reflects Notice of Award #09CH9142-03-03

Actual expenditures include posted expenditures and estimated adjustments through 02/28/2017.

COMMUNITY ACTION PARTNERSHIP OF KERN
MEMORANDUM

To: Policy Council

From: Donna Holland, Fiscal Administrator

Subject: San Joaquin Early Head Start
Budget to Actual Report for the Period Ended January 31, 2017

Date: March 30, 2017

The following are highlights of the San Joaquin Early Head Start Budget to Actual Report for the period February 1, 2016 through January 31, 2017, which is at the end of its 12-month budget period. Monthly budget to actual reports will continue to be presented to the Committee until this budget period has been closed out.

Base Funds
Staff expect to fully expend these funds.

Carryover Funds
Funds have been obligated for each of the planned facility improvement projects. Facility projects will be completed within 90 days of the budget period end date, at which time the funds will be fully expended.

Training & Technical Assistance Funds
These funds have been fully expended.

Non-Federal Share
CAPK's requested waiver of Non-Federal Share was approved by Office of Head Start. Actual Non-Federal Share exceeds the revised budget by over $28,000.

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 - January 31, 2017

Month 12 of 12 (100%)

Prepared 03/09/2017

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	2,935,476	2,843,178	92,298	97%	3%
FRINGE BENEFITS	741,255	670,809	70,446	90%	10%
TRAVEL	14,940	25,957	(11,017)	174%	-74%
EQUIPMENT	0	0	0		
SUPPLIES	183,254	278,466	(95,212)	152%	-52%
CONTRACTUAL	15,702	10,418	5,284	66%	34%
CONSTRUCTION	0	0	0		
OTHER	616,176	666,728	(50,552)	108%	-8%
TOTAL	**4,506,803**	**4,495,556**	**11,247**	**100%**	**0%**

CARRYOVER FUNDS					
EQUIPMENT	112,500	107,384	5,116	95%	5%
SUPPLIES	90,000	101,107	(11,107)	112%	-12%
OTHER	358,398	352,387	6,011	98%	2%
TOTAL	**560,898**	**560,879**	**19**	**100%**	**0%**

TRAINING & TECHNICAL ASSISTANCE FUNDS					
TRAVEL	17,981	15,016	2,965	84%	16%
SUPPLIES	15,700	19,329	(3,629)	123%	-23%
CONTRACTUAL	16,298	17,414	(1,116)	107%	-7%
OTHER	31,918	30,138	1,781	94%	6%
TOTAL	**81,897**	**81,897**	**0**	**100%**	**0%**

INDIRECT	489,541	478,157	11,384	98%	2%
GRAND TOTAL EHS FEDERAL FUNDS	**5,639,139**	**5,616,489**	**22,650**	**100%**	**0%**

NON-FEDERAL SHARE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	360,784	389,554	(28,770)	108%	-8%
TOTAL NON-FEDERAL FUNDS	**360,784**	**389,554**	**(28,770)**	**108%**	**-8%**

Centralized Administrative Cost	8.0%
Program Administrative Cost	2.2%
Total Administrative Cost	**10.2%**

Budget reflects Notice of Award #09CH010071-02-04

Actual expenditures include posted expenditures and estimated adjustments through 01/31/2017

COMMUNITY ACTION PARTNERSHIP OF KERN
MEMORANDUM

To: Policy Council

From: Donna Holland, Fiscal Administrator

Subject: San Joaquin Early Head Start
Budget to Actual Report for the Period Ended February 28, 2017

Date: March 30, 2017

The following are highlights of the San Joaquin Early Head Start Budget to Actual Report for the period February 1, 2016 through February 28, 2017.

Base Funds
With 8% of the budget period elapsed, expenditures are on track.

Training & Technical Assistance Funds
Spending is on track for the first month of the budget period.

Non-Federal Share
With 8% of the budget period elapsed, non-Federal share received and tabulated for this report is equal to 3% of budget.

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

Budget Period: February 1, 2017 - January 31, 2018

Report Period: February 1, 2017 - February 28, 2017

Month 1 of 12 (8%)

Prepared 03/09/2017

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	3,065,457	193,802	2,871,655	6%	94%
FRINGE BENEFITS	762,443	62,621	699,822	8%	92%
TRAVEL	20,232	1,772	18,460	9%	91%
EQUIPMENT	0	0	0		
SUPPLIES	142,025	13,259	128,766	9%	91%
CONTRACTUAL	5,000	0	5,000	0%	100%
CONSTRUCTION	0	0	0		
OTHER	516,213	38,868	477,345	8%	92%
TOTAL	**4,511,370**	**310,321**	**4,201,049**	**7%**	**93%**

TRAINING & TECHNICAL ASSISTANCE FUNDS					
TRAVEL	17,981	40	17,941	0%	100%
SUPPLIES	14,389	0	14,389	0%	100%
CONTRACTUAL	9,500	0	9,500	0%	100%
OTHER	40,027	367	39,660	1%	99%
TOTAL	**81,897**	**407**	**81,490**	**0%**	**100%**

INDIRECT	484,974	29,234	455,740	6%	94%
GRAND TOTAL EHS FEDERAL FUNDS	**5,078,241**	**339,962**	**4,738,279**	**7%**	**93%**

NON-FEDERAL SHARE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	1,269,560	44,236	1,225,324	3%	97%
TOTAL NON-FEDERAL FUNDS	**1,269,560**	**44,236**	**1,225,324**	**3%**	**97%**

Centralized Administrative Cost	7.6%
Program Administrative Cost	0.3%
Total Administrative Cost	**7.9%**

Budget reflects projects the projected annual funding level in Fiscal Year 2017 (Notice of Award #09CH010071-03-00)
Actual expenditures include posted expenditures and estimated adjustments through 02/28/2017

COMMUNITY ACTION PARTNERSHIP OF KERN
MEMORANDUM

To: Policy Council

From: Donna Holland, Fiscal Administrator

Subject: Early Head Start Child Care Partnerships
Budget to Actual Report for the Period Ended February 28, 2017

Date: March 30, 2017

The following are highlights of the Early Head Start Child Care Partnerships Budget to Actual Report for the period September 1, 2016 through February 28, 2017.

Base Funds

Personnel and Fringe Benefits costs are slightly high through the first 6 months of the budget period. However, because CAPK's fiscal year ends on February 28, salaries and payroll taxes for 12 days paid in March were accrued to February.

Expenditures in the Contractual category reflect the following:

- Challenges by one of the partners (Kern County Superintendent of Schools) in meeting full enrollment. Recent efforts to expand the pool of children who are eligible for this program have been successful, and resulted in full enrollment for the month of February.
- The first month of services with a third partner (Garden Pathways) began in February.

Cost savings of approximately $24,000 have been realized at this point in the year.

Total costs overall are on target at this point in the budget period.

Carryover Funds

CAPK has submitted a request to carry over unexpended prior-year funds in the amount of $315,000; (base funds) and $47,000 (training & technical assistance funds). Federal approval is pending.

Training & Technical Assistance (T&TA)

Staff have planned sufficient training events to fully expend the annual budget amount, as well as the anticipated carryover ($47,000).

Non-Federal Share

With 50% of the year elapsed, total Non-Federal Share is at 49%.

Community Action Partnership of Kern
Early Head Start - Child Care Partnerships
Budget to Actual Report
Budget Period: September 1, 2016 - August 31, 2017
Report Period: September 1, 2016 - February 28, 2017
Month 6 of 12 (50%)

Prepared 03/15/2017

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	122,245	75,174	47,071	61%	39%
FRINGE BENEFITS	28,705	17,981	10,724	63%	37%
TRAVEL	0	0	0		
EQUIPMENT	0	0	0		
SUPPLIES	1,650	6,504	(4,854)	394%	-294%
CONTRACTUAL	459,322	204,995	254,327	45%	55%
CONSTRUCTION	0	0	0		
OTHER	9,990	4,522	5,468	45%	55%
TOTAL BASE FUNDING	**621,912**	**309,176**	**312,736**	**50%**	**50%**

CARRYOVER FUNDS (pending Federal approval)	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	0	0	0		
FRINGE BENEFITS	0	0	0		
TRAVEL	0	0	0		
EQUIPMENT	0	0	0		
SUPPLIES	0	0	0		
CONTRACTUAL	0	0	0		
CONSTRUCTION	0	0	0		
OTHER	0	0	0		
TOTAL START-UP FUNDING	**0**	**0**	**0**		

TRAINING & TECHNICAL ASSISTANCE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
TRAVEL	5,294	7,889	(2,595)	149%	-49%
SUPPLIES	3,506	0	3,506	0%	100%
OTHER	8,000	4,358	3,642	54%	46%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**16,800**	**12,248**	**4,552**	**73%**	**27%**

INDIRECT	**62,184**	**32,127**	**30,057**	**52%**	**48%**
GRAND TOTAL FEDERAL FUNDS	**700,896**	**353,551**	**347,345**	**50%**	**50%**

NON-FEDERAL SHARE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	175,224	85,898	89,326	49%	51%
TOTAL NON-FEDERAL FUNDS	**175,224**	**85,898**	**89,326**	**49%**	**51%**

Centralized Administrative Cost	7.3%
Program Administrative Cost	1.6%
Total Administrative Cost	**8.9%**

Budget reflects Notice of Award #09HP0036-02-00.

Actual expenditures include posted expenditures and estimated adjustments through 02/28/2017.

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 February 2017 (Month 12 of 12)

Percent of year elapsed: **100%**

LOCATION	Funded Enroll-ment	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	YTD Totals	IN-KIND GOAL	% OF GOAL MET
Alberta Dillard	68	10,211	11,434	6,909	0	0	4,848	17,746	21,506	19,581	10,956	11,527	11,822	126,539	93,895	135%
Alicante	34	7,661	11,592	9,673	0	0	2,224	7,140	7,528	5,251	6,644	5,467	7,672	70,851	46,948	151%
Buttonwillow	20	4,372	4,107	1,356	0	0	1,268	4,436	4,058	3,842	1,404	1,754	2,576	29,174	27,616	106%
California City	34	7,771	5,648	3,856	0	0	4,081	7,633	8,150	6,850	5,334	5,872	4,727	59,922	46,948	128%
Casa Loma	34	10,304	11,410	8,328	0	0	3,953	7,952	9,553	6,765	6,764	4,430	3,137	72,597	46,948	155%
Cleo Foran	34	8,912	7,514	5,035	0	0	3,693	7,882	9,888	8,856	2,344	5,188	0	59,313	46,948	126%
Delano	90	20,376	21,196	20,989	6,696	9,199	8,591	15,304	13,013	14,262	6,453	8,731	3,597	148,407	124,273	119%
East California	70	18,493	17,503	10,688	0	0	3,650	9,906	15,504	13,269	9,019	8,917	11,842	118,791	96,657	123%
Fairfax	40	24,746	25,251	18,439	0	0	10,005	22,272	20,029	18,541	17,168	14,491	12,001	182,944	55,233	331%
Fairview	34	6,551	2,381	10,537	0	0	2,518	6,472	7,351	5,959	5,837	45	0	47,651	46,948	101%
Faith Avenue	34	8,435	8,879	5,748	0	0	3,592	10,419	5,990	10,341	8,875	7,101	312	69,692	46,948	148%
Franklin	24	6,049	6,281	6,607	4,113	3,364	2,518	2,368	2,392	3,869	3,745	3,090	5,422	49,817	33,140	150%
Heritage Park	34	5,518	3,282	3,089	0	0	2,248	5,839	6,139	4,850	5,991	6,653	6,289	49,898	46,948	106%
Home Base	249	28,093	29,509	20,270	9,987	16,080	12,959	13,353	20,628	12,601	16,287	16,482	5,130	201,379	171,911	117%
Lamont	34	8,086	7,732	3,598	0	0	4,313	9,137	3,914	10,424	9,203	5,645	9,283	71,335	46,948	152%
Lost Hills	20	5,126	4,434	4,058	0	0	945	2,602	2,214	2,335	1,947	2,200	3,522	29,381	27,616	106%
Martha J. Morgan	83	22,338	20,744	13,606	0	0	9,484	23,523	25,761	22,865	21,960	22,879	18,303	201,462	114,607	176%
McFarland	20	7,117	5,767	2,921	0	0	1,979	4,768	6,828	6,040	2,934	1,561	1,869	41,784	27,616	151%
Mojave	34	1,705	1,322	626	0	0	888	1,576	2,722	2,795	141	1,686	1,110	14,571	46,948	31%
Noble	34	9,834	9,519	4,957	0	0	2,902	8,034	7,501	6,805	4,507	5,558	0	59,618	46,948	127%
Oasis	60	15,379	15,470	8,735	0	0	5,706	10,039	10,221	8,507	7,288	7,285	4,200	92,830	82,849	112%
Oildale	34	7,387	5,882	4,163	0	0	4,231	6,946	6,578	6,068	9,620	8,279	8,348	67,501	46,948	144%
Pacific	62	8,933	8,122	9,357	5,612	6,792	7,204	8,500	8,175	7,241	8,002	9,524	6,037	93,499	85,610	109%
Pete H. Parra	148	18,586	18,823	16,876	12,447	10,834	17,506	24,579	23,742	22,212	12,741	13,647	7,129	199,123	204,360	97%
Pioneer	34	4,152	5,201	3,267	0	0	695	2,895	4,107	8,212	7,926	7,094	6,072	49,620	46,948	106%
Planz	34	12,315	10,461	12,154	0	0	6,295	5,907	9,719	8,437	8,848	8,079	10,506	92,722	46,948	198%
Primeros Pasos	76	17,227	15,148	12,143	4,696	6,094	7,661	12,619	13,961	13,204	3,926	8,227	7,731	122,636	104,942	117%
Rafer Johnson	34	6,998	7,935	4,364	0	0	2,058	5,591	7,061	5,479	4,712	5,836	5,068	55,101	46,948	117%
Roosevelt	34	9,039	8,311	6,674	0	0	4,841	9,597	13,633	11,672	10,723	10,989	4,936	90,414	46,948	193%
Rosamond	75	5,240	3,210	1,585	0	0	3,245	7,962	8,641	8,491	8,988	19,021	15,997	82,381	103,561	80%
San Diego Street	48	12,075	10,439	11,730	7,067	7,027	6,596	7,251	12,869	8,785	9,738	8,922	7,308	109,807	66,279	166%
Seibert	34	8,157	5,478	2,844	0	0	3,573	7,164	9,607	7,396	4,015	4,334	3,095	55,663	46,948	119%
Shafter	34	7,714	8,400	4,578	0	0	4,081	4,926	5,902	5,287	3,621	1,828	5,222	51,560	46,948	110%
Shafter HS/EHS	36	4,412	3,559	4,529	4,670	3,689	3,486	4,603	5,229	5,796	4,831	5,116	3,739	53,660	49,709	108%
Stella Hills	34	7,753	7,910	3,580	0	0	0	7,968	9,540	14,914	10,990	5,815	3,664	72,133	46,948	154%
Sterling	103	17,160	16,714	15,890	12,748	13,297	13,651	17,265	18,196	15,207	7,864	21,000	11,877	180,870	142,224	127%
Stine Road	123	19,627	19,450	20,299	12,331	12,812	17,223	17,759	20,566	17,235	18,532	16,987	16,029	208,851	169,840	123%
Sunrise Villa	34	13,146	12,263	6,775	0	0	6,077	9,342	10,224	16,587	15,873	16,220	12,313	118,821	46,948	253%
Taft	54	11,902	13,717	8,130	0	0	6,109	10,619	10,784	10,059	8,128	7,387	5,932	92,766	74,564	124%
Tehachapi	34	4,004	3,431	2,343	0	0	3,995	7,533	7,717	6,830	6,278	5,685	6,358	54,174	46,948	115%
Vineland	20	5,180	5,542	4,335	0	0	2,175	4,314	7,446	4,619	6,876	3,720	4,362	48,568	27,616	176%

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 February 2017 (Month 12 of 12)

Percent of year elapsed: **100%**

LOCATION	Funded Enroll-ment	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	YTD Totals	IN-KIND GOAL	% OF GOAL MET
Virginia	34	8,315	7,701	4,854	0	0	5,080	11,006	9,713	8,356	7,855	6,955	178	70,014	46,948	149%
Voorhies	0	6,800	4,740	3,424	0	0						0	0	14,964		
Wasco	0	4,131	3,928	1,346	0	0						0	0	9,405		
Wesley	60											3,362	4,863	8,225	82,849	10%
Williams	34	8,967	8,195	5,460	0	0	2,512	7,563	9,007	8,359	6,850	5,744	104	62,761	46,948	134%
Willow	72	15,550	13,772	7,577	0	0	4,987	10,373	11,891	13,233	10,123	8,694	7,636	103,837	99,419	104%
Administrative Services		0	0	0	0	0	0	0	0	0	0	0	0	0	0	NA
Program Services		5,049	4,464	4,138	3,997	3,985	3,935	3,943	3,943	3,943	3,943	3,943	3,942	49,225	93,094	53%
Policy Council and RPC		109	107	20	23	14	33	117	159	124	0	0	0	705	51,236	1%
SUBTOTAL IN-KIND	**2,369**	**487,003**	**463,876**	**352,458**	**84,387**	**93,188**	**229,613**	**414,743**	**459,301**	**432,354**	**355,806**	**362,971**	**281,261**	**4,016,961**	**3,243,565**	**124%**
State General Child Care*		119,619	118,092	117,337	112,660	80,901	97,966	91,197	100,401	81,273	93,393	95,298	94,494	1,202,630	1,031,472	117%
State Preschool*		153,811	147,815	148,975	113,839	124,822	135,161	151,671	171,674	147,695	155,506	152,551	255,395	1,858,915	1,680,926	111%
State Migrant Child Care*		15,718	13,870	14,146	11,867	13,484	16,366	15,885	17,203	14,287	14,950	14,286	11,872	173,934	92,963	187%
SUBTOTAL CA DEPT of ED		**289,148**	**279,778**	**280,458**	**238,366**	**219,207**	**249,493**	**258,753**	**289,278**	**243,256**	**263,848**	**262,134**	**361,761**	**3,235,479**	**2,805,361**	**115%**
GRAND TOTAL		**776,151**	**743,654**	**632,916**	**322,753**	**312,395**	**479,106**	**673,496**	**748,579**	**675,610**	**619,654**	**625,105**	**643,022**	**7,252,440**	**6,048,926**	**120%**

*May include estimates

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	$390.41	$1,470.68	$11,601.32	25%	11%
JUNE 2016	$11,601.32	$187.91	$1,658.59	$11,413.41	33%	13%
JULY 2016	$11,413.41	$156.14	$1,814.73	$11,257.27	42%	14%
AUGUST 2016	$11,257.27	$113.92	$1,928.65	$11,143.35	50%	15%
SEPTEMBER 2016	$11,143.35	$207.50	$2,136.15	$10,935.85	58%	16%
OCTOBER 2016	$10,935.85	$1,307.54	$3,443.69	$9,628.31	67%	26%
NOVEMBER 2016	$9,628.31	$445.21	$3,888.90	$9,183.10	75%	30%
DECEMBER 2016	$9,183.10	$165.96	$4,054.86	$9,017.14	83%	31%
JANUARY 2017	$9,017.14	$945.14	$5,000.00	$8,072.00	92%	38%
FEBRUARY 2017	$8,072.00	$387.18	$5,387.18	$7,684.82	100%	41%

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	$58.31	$219.58	$1,908.42	25%	10%
JUNE 2016	$1,908.42	$28.03	$247.61	$1,880.39	33%	12%
JULY 2016	$1,880.39	$23.30	$270.91	$1,857.09	42%	13%
AUGUST 2016	$1,857.09	$16.99	$287.90	$1,840.10	50%	14%
SEPTEMBER 2016	$1,840.10	$30.96	$318.86	$1,809.14	58%	15%
OCTOBER 2016	$1,809.14	$195.31	$514.17	$1,613.83	67%	24%
NOVEMBER 2016	$1,613.83	$66.51	$580.68	$1,547.32	75%	27%
DECEMBER 2016	$1,547.32	$24.77	$605.45	$1,522.55	83%	28%
JANUARY 2017	$1,522.55	$141.20	$746.65	$1,381.35	92%	35%
FEBRUARY 2017	$1,381.35	$57.85	$804.50	$1,323.50	100%	38%

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 2017	$500.00	$0.00	$0.00	$500.00	8%	0%
MARCH 2017	$500.00		$0.00	$500.00	17%	
APRIL 2017	$500.00		$0.00	$500.00	25%	
MAY 2017	$500.00		$0.00	$500.00	33%	
JUNE 2017	$500.00		$0.00	$500.00	42%	
JULY 2017	$500.00		$0.00	$500.00	50%	
AUGUST 2017	$500.00		$0.00	$500.00	58%	
SEPTEMBER 2017	$500.00		$0.00	$500.00	67%	
OCTOBER 2017	$500.00		$0.00	$500.00	75%	
NOVEMBER 2017	$500.00		$0.00	$500.00	83%	
DECEMBER 2017	$500.00		$0.00	$500.00	92%	
JANUARY 2018	$500.00		$0.00	$500.00	100%	

Prepared by Donna Holland
March 16, 2017

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	$390.41	$1,470.68	$11,601.32	25%	11%
JUNIO DEL 2016	$11,601.32	$187.91	$1,658.59	$11,413.41	33%	13%
JULIO DEL 2016	$11,413.41	$156.14	$1,814.73	$11,257.27	42%	14%
AGOSTO DEL 2016	$11,257.27	$113.92	$1,928.65	$11,143.35	50%	15%
SEPTIEMBRE DEL 2016	$11,143.35	$207.50	$2,136.15	$10,935.85	58%	16%
OCTUBRE DEL 2016	$10,935.85	$1,307.54	$3,443.69	$9,628.31	67%	26%
NOVIEMBRE DEL 2016	$9,628.31	$445.21	$3,888.90	$9,183.10	75%	30%
DICIEMBRE DEL 2016	$9,183.10	$165.96	$4,054.86	$9,017.14	83%	31%
ENERO DEL 2017	$9,017.14	$945.14	$5,000.00	$8,072.00	92%	38%
FEBRERO DEL 2017	$8,072.00	$387.18	$5,387.18	$7,684.82	100%	41%

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	$58.31	$219.58	$1,908.42	25%	10%
JUNIO DEL 2016	$1,908.42	$28.03	$247.61	$1,880.39	33%	12%
JULIO DEL 2016	$1,880.39	$23.30	$270.91	$1,857.09	42%	13%
AGOSTO DEL 2016	$1,857.09	$16.99	$287.90	$1,840.10	50%	14%
SEPTIEMBRE DEL 2016	$1,840.10	$30.96	$318.86	$1,809.14	58%	15%
OCTUBRE DEL 2016	$1,809.14	$195.31	$514.17	$1,613.83	67%	24%
NOVIEMBRE DEL 2016	$1,613.83	$66.51	$580.68	$1,547.32	75%	27%
DICIEMBRE DEL 2016	$1,547.32	$24.77	$605.45	$1,522.55	83%	28%
ENERO DEL 2017	$1,522.55	$141.20	$746.65	$1,381.35	92%	35%
FEBRERO DEL 2017	$1,381.35	$57.85	$804.50	$1,323.50	100%	38%

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	$500.00	$0.00	$0.00	$500.00	8%	0%
MARZO DEL 2016	$500.00	$0.00		$500.00	17%	
ABRIL DEL 2016	$500.00	$0.00		$500.00	25%	
MAYO DEL 2016	$500.00	$0.00		$500.00	33%	
JUNIO DEL 2016	$500.00	$0.00		$500.00	42%	
JULIO DEL 2016	$500.00	$0.00		$500.00	50%	
AGOSTO DEL 2016	$500.00	$0.00		$500.00	58%	
SEPTIEMBRE DEL 2016	$500.00	$0.00		$500.00	67%	
OCTUBRE DEL 2016	$500.00	$0.00		$500.00	75%	
NOVIEMBRE DEL 2016	$500.00	$0.00		$500.00	83%	
DICIEMBRE DEL 2016	$500.00	$0.00		$500.00	92%	
ENERO DEL 2017	$500.00	$0.00		$500.00	100%	

Preparado por Donna Holland
16 de marzo 2017

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	$11,185.47	$20,631.57	$16,720.43	17%	55%
MAY 2016	$16,720.43	$553.34	$21,184.91	$16,167.09	25%	57%
JUNE 2016	$16,167.09	$203.69	$21,388.60	$15,963.40	33%	57%
JULY 2016	$15,963.40	$189.22	$21,577.82	$15,774.18	42%	58%
AUGUST 2016	$15,774.18	$241.07	$21,818.89	$15,533.11	50%	58%
SEPTEMBER 2016	$15,533.11	$265.70	$22,084.59	$15,267.41	58%	59%
OCTOBER 2016	$15,267.41	$1,538.47	$23,623.06	$13,728.94	67%	63%
NOVEMBER 2016	$13,728.94	$915.63	$24,538.69	$12,813.31	75%	66%
DECEMBER 2016	$12,813.31	$51.76	$24,590.45	$12,761.55	83%	66%
JANUARY 2017	$12,761.55	$910.72	$25,501.17	$11,850.83	92%	68%
FEBRUARY 2017	$11,850.83	$38.28	$25,539.45	$11,812.55	100%	68%

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	$82.69	$2,994.56	$3,043.44	25%	50%
JUNE 2016	$3,043.44	$22.63	$3,017.19	$3,020.81	33%	50%
JULY 2016	$3,020.81	$28.27	$3,045.46	$2,992.54	42%	50%
AUGUST 2016	$2,992.54	$36.03	$3,081.49	$2,956.51	50%	51%
SEPTEMBER 2016	$2,956.51	$39.71	$3,121.20	$2,916.80	58%	52%
OCTOBER 2016	$2,916.80	$229.88	$3,351.08	$2,686.92	67%	55%
NOVEMBER 2016	$2,686.92	$129.96	$3,481.04	$2,556.96	75%	58%
DECEMBER 2016	$2,556.96	$7.74	$3,488.78	$2,549.22	83%	58%
JANUARY 2017	$2,549.22	$136.07	$3,624.85	$2,413.15	92%	60%
FEBRUARY 2017	$2,413.15	$5.72	$3,630.57	$2,407.43	100%	60%

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 2017	$8,550.00	$78.95	$78.95	$8,471.05	8%	1%
MARCH 2017	$8,471.05		$78.95	$8,471.05	17%	
APRIL 2017	$8,471.05		$78.95	$8,471.05	25%	
MAY 2017	$8,471.05		$78.95	$8,471.05	33%	
JUNE 2017	$8,471.05		$78.95	$8,471.05	42%	
JULY 2017	$8,471.05		$78.95	$8,471.05	50%	
AUGUST 2017	$8,471.05		$78.95	$8,471.05	58%	
SEPTEMBER 2017	$8,471.05		$78.95	$8,471.05	67%	
OCTOBER 2017	$8,471.05		$78.95	$8,471.05	75%	
NOVEMBER 2017	$8,471.05		$78.95	$8,471.05	83%	
DECEMBER 2017	$8,471.05		$78.95	$8,471.05	92%	
JANUARY 2018	$8,471.05		$78.95	$8,471.05	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 2016	$560.00	$25.00	$25.00	$535.00	8%	4%
OCTOBER 2016	$535.00	$11.16	$36.16	$523.84	17%	6%
NOVEMBER 2016	$523.84	$41.79	$77.95	$482.05	25%	14%
DECEMBER 2016	$482.05	$16.74	$94.69	$465.31	33%	17%
JANUARY 2017	$465.31	$42.07	$136.76	$423.24	42%	24%
FEBRUARY 2017	$423.24	$15.92	$152.68	$407.32	50%	27%
MARCH 2017	$407.32		$152.68	$407.32	58%	
APRIL 2017	$407.32		$152.68	$407.32	67%	
MAY 2017	$407.32		$152.68	$407.32	75%	
JUNE 2017	$407.32		$152.68	$407.32	83%	
JULY 2017	$407.32		$152.68	$407.32	92%	
AUGUST 2017	$407.32		$152.68	$407.32	100%	

Prepared by Donna Holland
March 16, 2017

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	$11,185.47	$20,631.57	$16,720.43	17%	55%
MAYO DEL 2015	$16,720.43	$553.34	$21,184.91	$16,167.09	25%	57%
JUNIO DEL 2015	$16,167.09	$203.69	$21,388.60	$15,963.40	33%	57%
JULIO DEL 2015	$15,963.40	$189.22	$21,577.82	$15,774.18	42%	58%
AGOSTO DEL 2015	$15,774.18	$241.07	$21,818.89	$15,533.11	50%	58%
SEPTIEMBRE DEL 2015	$15,533.11	$265.70	$22,084.59	$15,267.41	58%	59%
OCTUBRE DEL 2015	$15,267.41	$1,538.47	$23,623.06	$13,728.94	67%	63%
NOVIEMBRE DEL 2015	$13,728.94	$915.63	$24,538.69	$12,813.31	75%	66%
DICIEMBRE DEL 2015	$12,813.31	$51.76	$24,590.45	$12,761.55	83%	66%
ENERO DEL 2016	$12,761.55	$910.72	$25,501.17	$11,850.83	92%	68%
FEBRERO DEL 2016	$11,850.83	$38.28	$25,539.45	$11,812.55	100%	68%

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	$82.69	$2,994.56	$3,043.44	25%	50%
JUNIO DEL 2015	$3,043.44	$22.63	$3,017.19	$3,020.81	33%	50%
JULIO DEL 2015	$3,020.81	$28.27	$3,045.46	$2,992.54	42%	50%
AGOSTO DEL 2015	$2,992.54	$36.03	$3,081.49	$2,956.51	50%	51%
SEPTIEMBRE DEL 2015	$2,956.51	$39.71	$3,121.20	$2,916.80	58%	52%
OCTUBRE DEL 2015	$2,916.80	$229.88	$3,351.08	$2,686.92	67%	55%
NOVIEMBRE DEL 2015	$2,686.92	$129.96	$3,481.04	$2,556.96	75%	58%
DICIEMBRE DEL 2015	$2,556.96	$7.74	$3,488.78	$2,549.22	83%	58%
ENERO DEL 2016	$2,549.22	$136.07	$3,624.85	$2,413.15	92%	60%
FEBRERO DEL 2016	$2,413.15	$5.72	$3,630.57	$2,407.43	100%	60%

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 TRANSCUR-RIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
FEBRERO DEL 2016	$8,550.00	$78.95	$78.95	$8,471.05	8%	1%
MARZO DEL 2016	$8,471.05		$78.95	$8,471.05	17%	
ABRIL DEL 2016	$8,471.05		$78.95	$8,471.05	25%	
MAYO DEL 2016	$8,471.05		$78.95	$8,471.05	33%	
JUNIO DEL 2016	$8,471.05		$78.95	$8,471.05	42%	
JULIO DEL 2016	$8,471.05		$78.95	$8,471.05	50%	
AGOSTO DEL 2016	$8,471.05		$78.95	$8,471.05	58%	
SEPTIEMBRE DEL 2016	$8,471.05		$78.95	$8,471.05	67%	
OCTUBRE DEL 2016	$8,471.05		$78.95	$8,471.05	75%	
NOVIEMBRE DEL 2016	$8,471.05		$78.95	$8,471.05	83%	
DICIEMBRE DEL 2016	$8,471.05		$78.95	$8,471.05	92%	
ENERO DEL 2017	$8,471.05		$78.95	$8,471.05	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 2016	$560.00	$25.00	$25.00	$535.00	8%	4%
OCTUBRE DEL 2016	$535.00	$11.16	$36.16	$523.84	17%	6%
NOVIEMBRE DEL 2016	$523.84	$41.79	$77.95	$482.05	25%	14%
DICIEMBRE DEL 2016	$482.05	$16.74	$94.69	$465.31	33%	17%
ENERO DEL 2017	$465.31	$42.07	$136.76	$423.24	42%	24%
FEBRERO DEL 2017	$423.24	$15.92	$152.68	$407.32	50%	27%
MARZO DEL 2017	$407.32		$152.68	$407.32	58%	
ABRIL DEL 2017	$407.32		$152.68	$407.32	67%	
MAYO DEL 2017	$407.32		$152.68	$407.32	75%	
JUNIO DEL 2017	$407.32		$152.68	$407.32	83%	
JULIO DEL 2017	$407.32		$152.68	$407.32	92%	
AGOSTO DEL 2017	$407.32		$152.68	$407.32	100%	

Preparado por Donna Holland
16 de marzo 2017

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	$36.75	$4,227.62	$21,529.38	33%	16%
JULY 2016	$21,529.38	$30.33	$4,257.95	$21,499.05	42%	17%
AUGUST 2016	$21,499.05	$1,768.89	$6,026.84	$19,730.16	50%	23%
SEPTEMBER 2016	$19,730.16	$1,927.83	$7,954.67	$17,802.33	58%	31%
OCTOBER 2016	$17,802.33	$1,358.79	$9,313.46	$16,443.54	67%	36%
NOVEMBER 2016	$16,443.54	$2,839.45	$12,152.91	$13,604.09	75%	47%
DECEMBER 2016	$13,604.09	$1,614.25	$13,767.16	$11,989.84	83%	53%
JANUARY 2017	$11,989.84	$2,930.33	$16,697.49	$9,059.51	92%	65%
FEBRUARY 2017	$9,059.51	$1,382.53	$18,080.02	$7,676.98	100%	70%

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	$5.49	$631.73	$3,561.27	33%	15%
JULY 2016	$3,561.27	$4.53	$636.26	$3,556.74	42%	15%
AUGUST 2016	$3,556.74	$264.32	$900.58	$3,292.42	50%	21%
SEPTEMBER 2016	$3,292.42	$288.06	$1,188.64	$3,004.36	58%	28%
OCTOBER 2016	$3,004.36	$203.02	$1,391.66	$2,801.34	67%	33%
NOVEMBER 2016	$2,801.34	$424.28	$1,815.94	$2,377.06	75%	43%
DECEMBER 2016	$2,377.06	$241.20	$2,057.14	$2,135.86	83%	49%
JANUARY 2017	$2,135.86	$437.85	$2,494.99	$1,698.01	92%	60%
FEBRUARY 2017	$1,698.01	$206.59	$2,701.58	$1,491.42	100%	64%

Prepared by Donna Holland
March 16, 2017

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 2016	$25,757.00	$1,673.82	$1,673.82	$24,083.18	8%	6%
ABRIL DEL 2016	$24,083.18	$2,484.96	$4,158.78	$21,598.22	17%	16%
MAYO DEL 2016	$21,598.22	$32.09	$4,190.87	$21,566.13	25%	16%
JUNIO DEL 2016	$21,566.13	$36.75	$4,227.62	$21,529.38	33%	16%
JULIO DEL 2016	$21,529.38	$30.33	$4,257.95	$21,499.05	42%	17%
AGOSTO DEL 2016	$21,499.05	$1,768.89	$6,026.84	$19,730.16	50%	23%
SEPTIEMBRE DEL 2016	$19,730.16	$1,927.83	$7,954.67	$17,802.33	58%	31%
OCTUBRE DEL 2016	$17,802.33	$1,358.79	$9,313.46	$16,443.54	67%	36%
NOVIEMBRE DEL 2016	$16,443.54	$2,839.45	$12,152.91	$13,604.09	75%	47%
DICIEMBRE DEL 2016	$13,604.09	$1,614.25	$13,767.16	$11,989.84	83%	53%
ENERO DEL 2017	$11,989.84	$2,930.33	$16,697.49	$9,059.51	92%	65%
FEBRERO DEL 2017	$9,059.51	$1,382.53	$18,080.02	$7,676.98	100%	70%

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	$4,193.00	$250.11	$250.11	$3,942.89	8%	6%
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JULIO DEL 2016	$3,561.27	$4.53	$636.26	$3,556.74	42%	15%
AGOSTO DEL 2016	$3,556.74	$264.32	$900.58	$3,292.42	50%	21%
SEPTIEMBRE DEL 2016	$3,292.42	$288.06	$1,188.64	$3,004.36	58%	28%
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DICIEMBRE DEL 2016	$2,377.06	$241.20	$2,057.14	$2,135.86	83%	49%
ENERO DEL 2017	$2,135.86	$437.85	$2,494.99	$1,698.01	92%	60%
FEBRERO DEL 2017	$1,698.01	$206.59	$2,701.58	$1,491.42	100%	64%

Preparado por Donna Holland
16 de marzo 2017

COMMUNITY ACTION PARTNERSHIP OF KERN
DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Head Start/State Child Development/Yolanda Gonzales	**Month/Year:** February 2017
Program/Work Unit: Head Start/Early Head Start	**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	February 2017	2,041	2054
Early Head Start Kern	February 2017	328	330
Early Head Start Partnership	February 2017	56	56
Early Head Start San Joaquin	February 2017	345	231
TOTAL Funded Enrollment		**2770**	**2671**
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%	2%
Early Head Start San Joaquin	Identified as having an IFSP	10%	13%
Over Income		**Goal**	**Actual**
Head Start Kern	Within 100% and 130% of Federal Poverty Rate	<10%	5%
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%	7%
Early Head Start San Joaquin	Within 100% and 130% of Federal Poverty Rate	<10%	3%
Average Daily Attendance (Program Wide >85%)		97%	

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	February 2016	February 2017
80,507	13,153	93,660	68,686	24,974	85%	84%

Other: We had 4 Centers with 100% attendance for February: 4th Street, Blanton, Seibert, and Sterling EHS.

Total Division Staffing: Currently employed in Head Start: 582
Vacant Positions: 28
Currently out on Leave: 73

Program Updates: Early Head Start Child Care Partnership reached full enrollment with our new partner at Garden Pathways Downtown and Blanton is now enrolling children of teen parents throughout the KHSD.

Community Action Partnership of Kern
Head Start/State Child Development
Governance-Policy Council

February 24, 2017

Re: Policy Council Membership

Dear Irma Sandoval,

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 November, January, and February.

Please be advised, you have been terminated as a Policy Council Member as of February 24, 2017. 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,

Janelle Gonzalez
Program Governance Coordinator

cc: Enrique Salazar, Policy Council Chairperson

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

24 de febrero de 2017

Re: Membrecía del Consejo de Política

Querida Irma Sandoval,

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 noviembre, enero, y febrero de 2017.

Por favor tenga en cuenta que su membrecía del Consejo de Política se terminara el 24 de febrero de 2017. 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,

Janelle Gonzalez
Coordinadora del Programa de Gobernación

Cc: Enrique Salazar, Presidente del Consejo de Política

Community Action Partnership of Kern
Head Start/State Child Development
Governance-Policy Council

March 14, 2017

Re: Policy Council Membership

Dear Marion Gomez,

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 January and February in addition to the PC Planning meeting in March.

Please be advised, you have been terminated as a Policy Council Member as of March 14, 2017. 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,

Janelle Gonzalez
Program Governance Coordinator

cc: Enrique Salazar, Policy Council Chairperson

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

14 de marzo de 2017

Re: Membrecía del Consejo de Política

Querida Marion Gomez,

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 enero y febrero de 2017. Adicionalmente, estuvo ausente de la junta del subcomité de Planificación del PC en marzo.

Por favor tenga en cuenta que su membrecía del Consejo de Política se terminara el 14 de Marzo de 2017. 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,

Janelle Gonzalez
Coordinadora del Programa de Gobernación

Cc: Enrique Salazar, Presidente del Consejo de Política

Community Action Partnership of Kern
Head Start/State Child Development
Policy Council Bylaws
Meeting Minutes
February 9, 2017

1. **Call to Order**
   a. Meeting was called to order at 5:30 PM by Savannah Scarpa

2. **Roll Call**
   a. Four members were present- Savannah Scarpa, Lachelle Calvillo, Jason Warren, Ruben Castellanos Quorum was established.

3. **Introductions of Guests:**
   a. **None**
   b. **Staff present-** Janelle Gonzalez, Program Governance Coordinator,

4. **Review of Agenda**. Savannah Scarpa reviewed the agenda. All members agreed to move forward with the agenda dated February 9, 2017.

5. **Presentation/Discussion**
   a. **Review the By-laws and how they support Policy Council-** Janelle referred PC members to the Bylaws and performance standards. She made members aware of the difference between the reference numbers in the old performance standards and the new. Members were provided information on how these reference numbers will need to be revised. Janelle and the members continued to review the bylaws to identify any changes that will need to be proposed so they will align with the new performance standards. Jason Warren posed a question about the ad hoc committee. He wanted to know if that can be a male involvement group. Janelle explained ad hoc committees are developed when changes to the program are going to be proposed. She shared an example of when a committee will be put together to support updates and changes to the Recruitment & Selection plan.

6. **Adjournment**
   Meeting was adjourned at 6:25 p.m. Next meeting is to be determined.

Janelle Gonzalez/Program Governance Coordinator
Translation: Argelia Diaz

Asociación de Acción Comunitaria de Kern
Desarrollo Infantil Estatal / Head Start
Consejo de Política Comité de Estatuas
Acta de la Reunión
9 de febrero del 2017

1. **Llamo a la orden**
   a. La reunión fue llamada al orden a las 5:30 pm por Savannah Scarpa

2. **Pasar la Lista/Establecer Quórum (La mitad más uno)**
   a. Cuarto miembros estuvieron presentes- Savannah Scarpa, Lachelle Calvillo, Jason Warren, Ruben Castellanos. Quórum fue establecido.

3. **Introducciones de los Invitados**
   a. **Ninguno**
   b. **Personal Presente** – Janelle Gonzalez, Coordinadora del Programa de Gobernación

4. **Aprobación de la Agenda:**
   Savannah Scarpa revisó la agenda. Todos los miembros estuvieron de acuerdo para continuar con la agenda con fecha del 9 de febrero del 2017.

5. **Presentación/ Temas de Discusión:**
   a. **Revisión de los Estatutos y como apoyan al Consejo de Política**- Janelle refirió a los miembros del PC a los Estatutos y las normas de desempeño. Ella les aviso a los miembros sobre la diferencia entre los números de referencia en las normas de desempeño antiguo y el nuevo. Se proporcionó a los miembros información sobre la forma en que tendrían que revisarse estos números de referencia. Janelle y los miembros continuaron revisando los estatutos para identificar cualquier cambio que necesita ser propuesto para que se alineen con las nuevas normas de desempeño. Jason Warren preguntó sobre el comité ad hoc. Quería saber si eso puede ser un grupo de participación masculina. Janelle explicó que los comités ad hoc se desarrollan cuando se van a proponer cambios al programa. Ella compartió un ejemplo de cuándo se formará un comité para apoyar actualizaciones y cambios en el plan de Reclutamiento y Selección.

6. **Cierre de sesión**
   Reunión fue cerrada a las 6:25 p.m. La próxima reunión está por determinar.

2/16/17 AD

Policy Council Finance Committee
Meeting Minutes
February 16, 2017

1. **Call to Order**
   Meeting was called to order at 5:37 by Christina Bates.

   a. Roll Call, Attendance, Set Quorum
      Christina Bates and Savannah Scarpa were present. Quorum was not established.
   b. (**ACTION) Approval of Agenda - NA

2. **Introduction of Guests/Public Forum**
   Staff present – Donna Holland, Fiscal Administrator

3. **Training/Presentations**
   Ms. Holland provided the members an overview of the functions of the PC Finance Committee. In summary:

   Committee members participate in shared decision-making, review and recommend approval or disapproval to the Policy Council:
   - Expenditures of Head Start and Early Head Start Parent Activity Funds;
   - Funding applications and amendments to funding applications for Head Start and Early Head Start;
   - Policy for Policy Council and Parent Committee reimbursement.
   -Review reports of Head Start & Early Head Start financial status, including non-federal share (in-kind).
   -Review communications from and to the Office of Head Start on fiscal matters.
   -Have opportunities to learn about Head Start & Early Head Start fiscal policies and procedures in a small group setting.

4. **Communications**
   a. None

5. **Budget Reports**
   a. Head Start & Early Head Start – Kern Budget vs. Actual Expenditures March 1, 2016 through January 31, 2017
   b. Early Head Start – San Joaquin Budget vs. Actual Expenditures February 1, 2016 through January 31, 2017
   c. Early Head Start Child Care Partnerships Budget vs. Actual Expenditures September 1, 2016 through January 31, 2017
   d. Parent Local Travel & Child Care through January 31, 2017
   e. Parent Activity Funds through January 31, 2017
   f. Parent Meals through January 31, 2017

   Ms. Holland reviewed the budget reports in detail with the committee members.

6. **Unfinished Business**
   a. None

7. **New Business**
   a. (**ACTION) Schedule dates/times for regular 2017 Policy Council Finance Committee meetings

   With quorum not established, this item will be presented at the next Finance Committee meeting. The members in attendance were in agreement with the proposed schedule, which is the week before the regular Policy Council meetings; Thursdays at 5:30 p.m.

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

9. **Adjournment**
   The meeting was adjourned at 6:20 p.m.

The next meeting of the Policy Council Finance Committee will take place
Thursday, March 23
5:30 p.m.
Fiscal Suite

Comité de Finanzas del Consejo de Política
Acta de la Reunión
16 de febrero, 2017

1. **Llamando a la Orden**
   La reunión se llamó a la orden a las 5:37 pm por Christina Bates

   a. Pasar Lista, Asistencia, Establecer Quórum
      Christina Bates and Savannah Scarpa estuvieron presentes. Quorum no fue establecido.
   b. (**ACCION) Aprobación de la Agenda- NA

2. **Presentación de Invitados/Foro Público:**
   Personal Presente- Donna Holland, Administrador Fiscal

3. **Entrenamiento/Presentaciones**
   Sra. Holland proporcionó a los miembros un resumen de las funciones del comité de finanzas. En el resumen:

   Los miembros del comité participan en la decisión compartida, revisan y recomiendan aprobación o desaprobación al Consejo de Política.
   - Los gastos de los fondos de actividad de padres de Head Start y Early Head Start;
   - Las aplicaciones de financiación y revisiones a las aplicaciones de financiación de Head Start y Early Head Start
   - Política para el Consejo de Política y rembolso del Comité de Padres
   - Revisar informes del status financiero de Head Start y Early Head Start, incluyendo la contribución voluntaria no federal
   - Revisar comunicaciones de y para la oficina de Head Start en asuntos fiscales
   - Tener las oportunidades para aprender sobre Head Start y Early Head Start políticas y procedimientos fiscales en un ambiente de un grupo pequeño.

4. **Comunicaciones**
   Ninguno

5. **Informes del Presupuesto**
   a. Informe del Presupuesto vs Gastos Actuales de HS/EHS 1 de marzo, 2016 hasta enero 31, 2017
   b. Early Head Start- San Joaquín Informe del Presupuesto vs Gastos Actuales 1 de febrero de 2016 hasta el 31 de enero de 2017
   c. Early Head Start- Asociaciones de Cuidado Infantil informe del Presupuesto vs Gastos Actuales 1 de septiembre de 2016 hasta el 31 de febrero de 2017
   d. Viaje local de Padres y cuidado infantil, hasta el 31 de enero de 2017
   e. Fondos de Actividad de Padres, hasta el 31 de enero de 2017
   f. Comida de Padres hasta el 31 de enero de 2017

   Sra. Holland reviso el informe del presupuesto en detalle con el comité.

6. **Asuntos Pendientes**
   Ninguno

7. **Asuntos Nuevos**
   a. (**Acción) Programar las fechas y horario para las reuniones regulares del Comité de Finanzas del 2017

      Con el quorum no establecido, este tema se presentará en la siguiente reunión del comité de finanzas. Los miembros en asistencia estuvieron de acuerdo con el horario propuesto, cual es una semana antes de la reunión regular del Consejo de Política; jueves a las 5:30 p.m.

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

9. **Cierre de Sesión**
   La reunión se terminó a las 6:20 p.m.

La próxima reunión de la reunión del comité de finanzas se tomará a acabo
Jueves, 23 de marzo
A las 5:30 p.m.
Edificio Fiscal

Community Action Partnership of Kern
Head Start/State Child Development
School Readiness Subcommittee Minutes
February 15, 2017

1. **Call to Order**
   a. Meeting was called to order at 5:32 p.m. by Christina Bates

2. **Roll Call and establish Quorum**
   a. Christina Bates, Erica Freehoffer, Lachelle Calvillo, and Jadine Gonzalez were present. Quorum was established.

3. **Introductions of Guests**
   a. **None**
   b. **Staff present:** Janelle Gonzalez- Program Governance Coordinator, Rashi Strother- Home Base Supervisor and Family Engagement Specialist, Gloria Barberos- San Joaquin Program Administrator, Tracey Wheat- Education Coordinator and Carolyn Coffey- Education Coordinator.

4. **Approval of Agenda**
   a. Christina called for the motion to approve the agenda dated February 15, 2017. Motion Erica Freehoffer, 2nd motion by Lachelle Calvillo. Motion carried unanimously.

5. **Vote of day and time of meetings**
   Carolyn proposed meeting in the months of May and July on the second Wednesday at 5:30 p.m. Members agreed and appreciated the light dinner provided. Christina called for a motion to approve the meeting dates. A motion was made by Lachelle Calvillo, 2nd motion by Jadine Gonzalez. Motion carried unanimously.

6. **Presentation/Discussion**
   a. Carolyn reviewed a PowerPoint on School Readiness. She explained how School Readiness Goals are created within Head Start and what resources are used, how parents are a key component in School Readiness at home and in the classroom. Parents stated they worked hard to help other parents at their center understand they are their child's first teacher and how important is it to be involved in the classroom. Parents expressed appreciation for the information provided. They understand how their role will assist the teacher to collect observations for the DRDP 2015 assessment that happens 3 times a year.
   b. Carolyn and Tracey asked the parents what they would like to discuss at the next meeting on May 10, 2017. Tracey suggest they could look more in depth at the DRDP 2015 and the most current Spring DRDP 2015 data. This data will help create the School Readiness Goals for 2017-2018. The parents said they would like to see the data and understand the DRDP 2015 and how it was used. Erica said she would also be interested in hearing more about the *Head Start Parent, Family, & Community Engagement Framework.*

7. **Adjournment**
   a. Meeting was adjourned at 6:24PM.

Tracey Wheat- Education Coordinator
Janelle Gonzalez-Program Governance Coordinator
Translation: Argelia Diaz

Asociación de Acción Comunitaria de Kern
Desarrollo Infantil Estatal / Head Start
Consejo de Política Comité de Preparación Escolar
Acta de la Reunión
15 de febrero del 2017

1. **Llamo a la orden**
   a. La reunión fue llamada al orden a las 5:32 pm por Christina Bates.
2. **Pasar la Lista/Establecer Quórum (La mitad más uno)**
   a. Christina Bates, Erica Freehoffer, Lachelle Calvillo, y Jadine Gonzalez presentes. Quórum fue establecido.
3. **Presentación de Invitados**
   a. Ninguno
   b. Personal Presente: Janelle Gonzalez- Coordinadora del Programa de Gobernación, Rashi Strother- Supervisora del Programa Basado en el Hogar y Especialista de Participación Familiar, Gloria Barberos- Administrador de Programa de San Joaquin, Tracey Wheat- Coordinadora de Educación and Carolyn Coffey- Coordinadora de Educación.
4. **Aprobación de la Agenda:**
   Christina solicitó una moción para aprobar la agenda con fecha del 15 de febrero del 2017. Moción fue hecho por Erica Freehoffer; Segunda moción fue hecha por Lachelle Calvillo. Moción fue aprobada por unanimidad.
5. **Votación del dia y horaria para las reuniones**
   a. Carolyn propuso que las próximas reuniones en mayo y julio sean el segundo miércoles a las 5:30 PM. Los miembros acordaron y apreciaron la cena ligera proporcionada. Christina pidió la moción para aprobar las fechas de la reunión. Moción fue hecha por Lachelle Calvillo, segunda moción de Jadine González. La moción fue aprobada por unanimidad.
6. **Presentación/ Temas de Discusión:**
   a. Carolyn presentó sobre la Preparación Escolar. Explicó cómo se crean los Objetivos de Preparación Escolar en Head Start y qué recursos se utilizan, cómo los padres son un componente clave en la Preparación Escolar en el hogar y en el salón de clase. Los padres dijeron que trabajaron rígidamente para ayudar a otros padres en su centro entender que ellos son los primeros maestro de su hijo(a) y lo importante que es involucrarse en el salón de clase. Los padres expresaron su agradecimiento por la información proporcionada. Ellos entienden cómo su papel ayudará al maestro a recopilar observaciones para la evaluación de DRDP 2015 que ocurre 3 veces al año.
   b. Carolyn y Tracey le preguntaron a los padres qué les gustaría discutir en la próxima reunión el 10 de mayo de 2017. Tracey sugiere que podrían estudiar más a fondo el DRDP 2015 y los datos más recientes de la primavera de DRDP 2015. Estos datos ayudarán a crear los Objetivos de Preparación Escolar para 2017-2018. Los padres dijeron que les gustaría ver los datos y entender el DRDP 2015 y cómo se usó. Erica dijo que también estaría interesada en saber más sobre el Marco de Participación de Padres, Familias y Comunidad de Head Start.
7. **Cierre de sesión**
   Reunión fue cerrada a las 6:24 p.m.

Community Action Partnership of Kern
Head Start/ Early Head Start Child Development
Policy Council Planning Committee
Meeting Minutes
February 8, 2017

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

2. **Call to Order**
   a. Meeting was called to order at 5:31 p.m. by PC Planning Chairperson Lorena Fernandez.

3. **Roll Call and establish Quorum (half plus one)**
   a. Quorum was established.
   b. **PC Members present:** Lorena Fernandez, Ruben Castellanos, Anastasia Lester
   c. **PC Members not present:**

4. **Approval of Agenda**
   Motion was made by Ruben Castellanos to approve the PC Planning Meeting agenda dated February 8, 2017; seconded by Anastasia Lester. Motion carried unanimously.

5. **Planning Committee Orientation**
   Jerry provided a brief over view as to what standing information will be provided at meetings as well as a review of the roles and responsibilities of committee members.

6. **Introduction of Guests**
   Jerry Meade, Program Design & Management (PDM) Administrator; Lisa Price, PDM Administrative Assistant

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. Jerry shared the Enrollment Report for January. Full enrollment was met for Head Start and Early Head Start Kern programs. Early Head Start Partnership is under enrolled and faces unique challenges. The expectation is that we will be fully enrolled as our Blanton Center will now begin to accept children of teen parents who attend high schools other than Blanton High School. Additionally, Early Head Start San Joaquin did not meet full enrollment. There are four facilities that have not yet opened. The reality is that we have 200 children who are on the waitlist in that program awaiting for centers to open. Full enrollment is expected to be reported once centers are serving children. Jerry encouraged members to ask questions and stressed we should never be under enrolled in our flagship programs (HS/EHS Kern). The report for children with disabilities was reviewed stating that we have met our 10% requirement in all programs with the exception of EHS Partnership. There will be

a request to submit a waiver from the Office of Head Start for the Partnership. Jerry explained that the 10% requirement is a cumulative number. Additionally the over income category (O.I.) was reviewed. As a program we cannot exceed 10% of our enrollment with over income families. Typically our O.I. enrollment tends to be children with an IEP or IFSP. All over income applications must be approved by Jerry. He also shared that there are certain communities which to maintain full enrollment over income children are accepted. Jerry gave the example of Buttonwillow stating that many families are either income eligible but lack transportation and others in the oil industry are over income. He added that because the elementary school in Buttonwillow "took back" their modular, our center will be closing. The question was posed as to what will happen with those children receiving services. It was stated they will be offered the Home Base option or a spot at another neighboring center.

b. The Average Daily Attendance (ADA) for January was 97% program wide. Blanton, Cleo Floran, Seibert and Shafter Head Start all achieved 100% attendance for this reporting time.

c. CACFP meal information for January was reviewed. We had a total of 79,936 meals prepared in January with 66,757 of those meals prepared by the Central Kitchen. Meals provided allow children the opportunity for second servings, nutritional experiences as well as the opportunity for adults to model family style dining.

d. The 2017-2018 Program Planning Calendars for all programs were distributed. The Head Start/ Early Head Start Kern calendar was reviewed. Jerry shared it is an expectation as outlined in the Office of Head Start Performance Standards that we have a plan as to how we are going to complete all of the steps as outlined in the calendar and based upon the needs of our community as shown by data collected. Jerry stated the PC Planning Committee will review and revise the document to reflect the funding year of March 2018 – February 2019, adding that the plan distributed (2017 – 2018 funding year) was reviewed by the previous PC Planning Committee. Jerry stated as per the bylaws PC approval is no longer required however the plan does require Board of Directors approval. He added that we will continue to discuss, review and maintain parental involvement. The Program Planning Calendars complete with timelines and team leaders are the roadmap for the agency to follow.

9. Communications
None

10. Announcements
None

11. Adjournment
Meeting was adjourned at 6:41 p.m.

Lisa Price/PDM Administrative Assistant
Completed 02/15/17

Asociación de Acción Comunitaria de Kern
Desarrollo Infantil Estatal / Head Start
Consejo de Política Comité de Planificación
Acta de la Reunión
8 de febrero del 2017

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

2. **Llamo a la orden**
   a. La reunión fue llamada al orden a las 5:31 pm por la presidenta del Comité de Planificación Lorena Fernandez.

3. **Pasar la Lista/Establecer Quórum (La mitad más uno)**
   a. Quórum fue establecido.
   b. **Miembros del Comité Presentes**: Lorena Fernandez, Ruben Castellanos, Anastasia Lester
   c. **Miembros del Comité que no están Presentes:**

4. **Aprobación de la Agenda:**
   Moción fue hecho por Ruben Castellanos para aprobar la agenda del comité de planificación con fecha del 8 de febrero del 2017; Segunda moción fue hecha por Anastasia Lester. Moción fue aprobada por unanimidad.

5. **Aprobación de la Acta de 7 de enero, 2015**
   Jerry hizo un repaso al grupo sobre la información que se les proporcionara en las reuniones y también repaso los oficios y responsabilidades de los miembros del comité.

6. **Presentación de Invitados**
   Jerry Meade, Administrador del Programa de Diseño y Manejo PDM (Patrocinador); Lisa Price, Asistente Administrativo de PDM

7. **Foro Publico**
   (El público que desee dirigirse al Consejo de Políticas 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. Jerry compartió el informe de inscripción de enero. La inscripción completa se cumplió para los programas de Head Start y Early Head Start Kern. La Asociación de Early Head Start está bajo matrícula y enfrenta desafíos únicos. La expectativa es que estaremos completamente inscritos ya que nuestro Centro Blanton comenzará a aceptar a los hijos de padres adolescentes que asisten a escuelas secundarias que no sean la Escuela Secundaria Blanton. Además, Early Head Start San Joaquin no cumplió con la inscripción completa. Hay cuatro instalaciones que aún no se

han abierto. La realidad es que tenemos 200 niños que están en la lista de espera en ese programa esperando a que se abran los centros. Se espera que la inscripción completa se cumple una vez que los centros sirvan a los niños. Jerry animó a los miembros hacer preguntas y enfatizó que nunca debemos estar bajo inscritos en nuestros programas mayores (HS / EHS Kern). El informe para niños con discapacidades fue revisado, indicando que hemos cumplido con nuestro requisito del 10% en todos los programas, con la excepción de la Asociación de EHS. Habrá una solicitud para presentar una renuncia de la Oficina de Head Start para la Asociación. Jerry explicó que el requisito del 10% es un número acumulativo. Además, se examinó la categoría de ingresos (O.I.). Como un programa no podemos superar el 10% de nuestra matrícula con familias que tiene un ingreso mayor. Típicamente nuestra categoría de ingresos suelen ser niños con un IEP o IFSP. Todas las solicitudes de ingreso mayor deben ser aprobadas por Jerry. También compartió que hay ciertas comunidades que para mantener la inscripción completa niños de ingreso mayor son aceptados. Jerry dio el ejemplo de Buttonwillow declarando que muchas familias son elegibles por su ingreso pero carecen de transporte y otras en la industria petrolera están sobre los ingresos. Agregó que debido a que la escuela primaria en Buttonwillow "recuperó" su sistema modular, nuestro centro se cerrará. Se preguntó- qué sucederá con los niños que reciben servicios. Se dijo que se les ofrecerá la opción del programa basado en el hogar o un lugar en otro centro vecino.

b. El Informe del Promedio de la Asistencia Diaria (ADA) para enero fue un 97% en todo el programa. Blaton, Cleo Foran, Seibert, and Shafter Head Start todos lograron alcanzar un 100% de asistencia en este tiempo del periodo del informe.

c. La información de las comidas del CACFP para enero fue revisada. Hemos tenido un total de 79.936 comidas preparadas en enero con 66.757 de esas comidas preparadas por la Cocina Central. Las comidas proporcionadas permiten a los niños la oportunidad de las segundas porciones, experiencias nutricionales así como la oportunidad para que los adultos modelen la cena del estilo familiar.

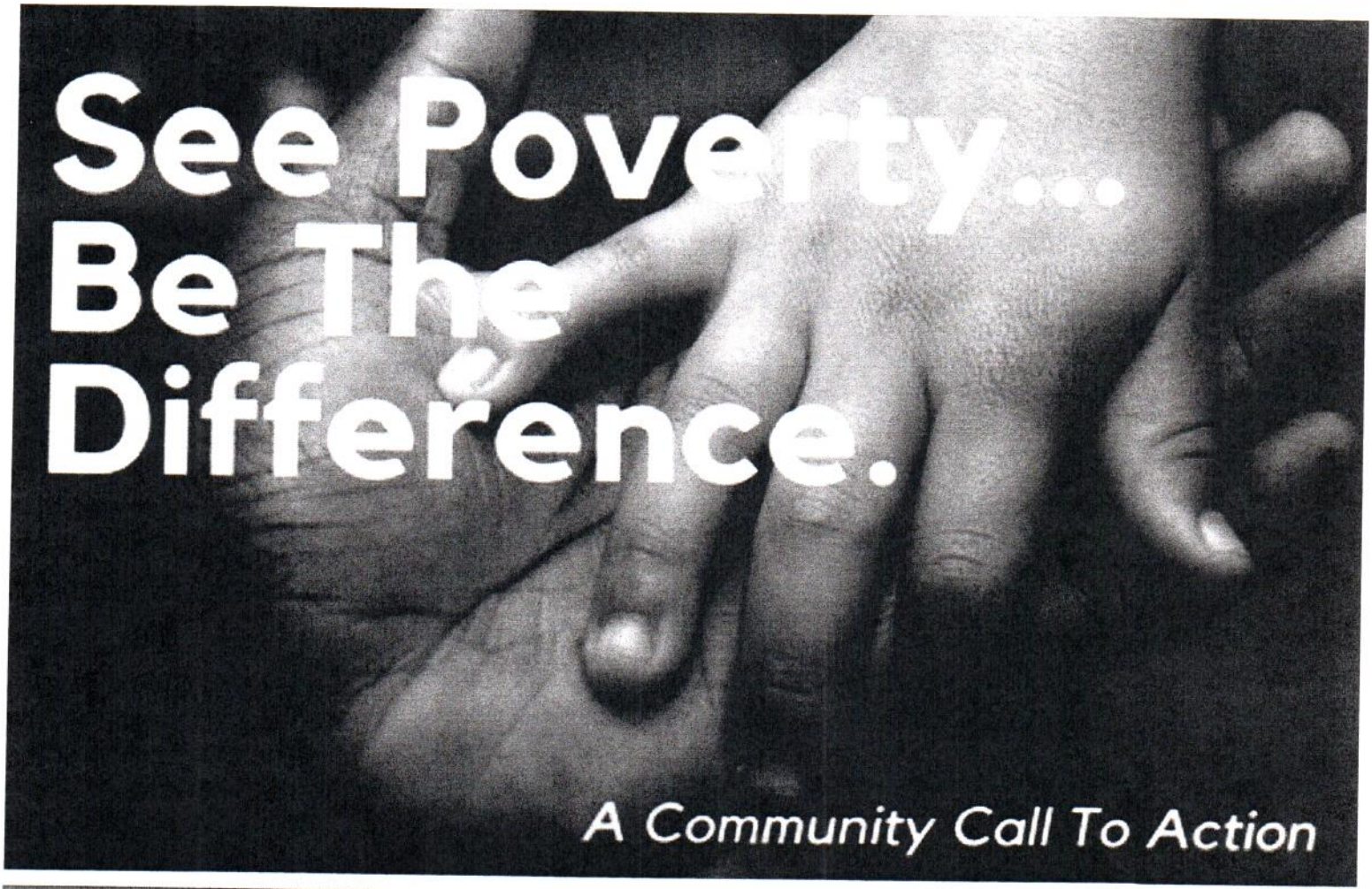
d. Se distribuyeron los calendarios de planificación del 2017-2018 para todos los programas. Se revisó el calendario Kern de Head Start / Early Head Start. Jerry compartió que es una expectativa como se describe en las Normas de Desempeño de la Oficina de Head Start que tengamos un plan de cómo vamos a completar todos los pasos descritos en el calendario y basados en las necesidades de nuestra comunidad como lo muestran los datos recogidos. Jerry declaró que el Comité de Planificación de PC revisará el documento para reflejar el año de financiamiento de marzo de 2018 a febrero de 2019, y agregó que el plan distribuido (año de financiación 2017-2018) fue revisado por el Comité de Planificación de PC anterior. Jerry declaró que según los estatutos la aprobación del PC ya no es necesaria sin embargo el plan requiere la aprobación del Consejo Directivo. Agregó que continuaremos discutiendo, revisando y manteniendo la participación de los padres. Los Calendarios de Planificación de los Programas, completos con cronogramas y líderes de equipo, son la hoja de ruta para que la agencia lo siga.

9. **Comunicaciones:**
    a. Ninguno

10. **Anuncios**
    a. Ninguno

11. **Cierre de sesión**
    Reunión fue cerrada a las 6:41 p.m.

2/16/17 AD



Thursday, April 13th
8 AM - 12 PM

Bakersfield Marriott
801 Truxtun Ave
Bakersfield, CA

Free Admission

Please register at:
http://bit.ly/kcncpoverty

KCNC
Kern County
Network for Children
Our Children. Our Community.

Please join us for a special community presentation and commit to making a difference for children and families who live in poverty.

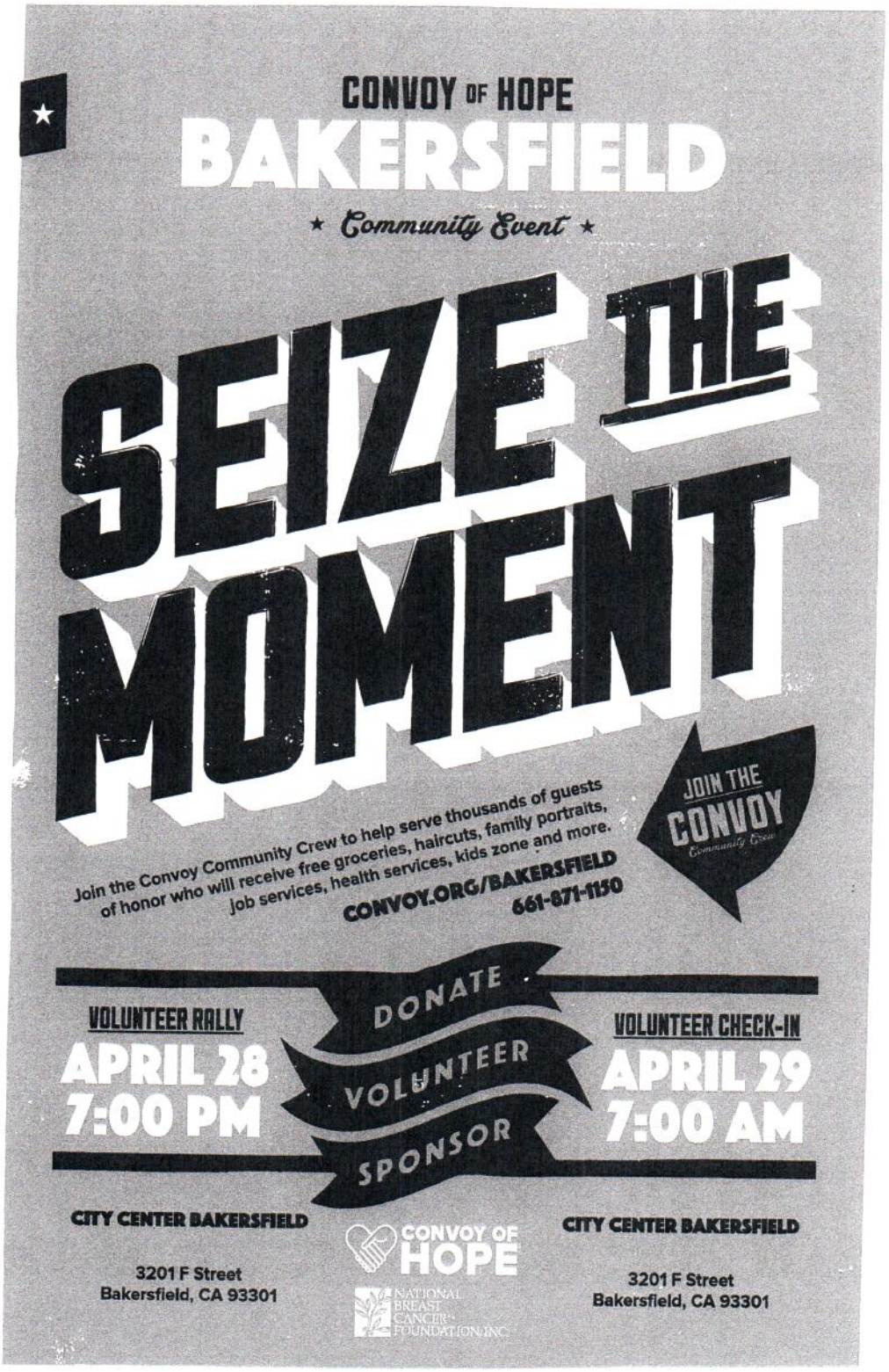
Dr. Donna Beegle

Donna M. Beegle, Ed.D. is an authentic voice who speaks, writes and trains across the nation to break the iron cage of poverty. Donna is the author of "See Poverty, Be The Difference," and "An Action Approach to Educating Students in Poverty." Donna brings unique insights from having grown up in the deepest poverty in America and of studying and speaking on poverty for over 26 years. Donna's inspiring story and work have been featured in newspapers around the nation, on local TV and on National programs such as PBS.

Join us to learn more about the realities of poverty, how to effectively connect with families who live in poverty, and commit to making a difference for families throughout our community.

DID YOU KNOW?

7 of the top 10 California counties with the highest child poverty are in the Central Valley.


CONVOY OF HOPE
BAKERSFIELD
★ Community Event ★
SEIZE THE MOMENT
Join the Convoy Community Crew to help serve thousands of guests of honor who will receive free groceries, haircuts, family portraits, job services, health services, kids zone and more.
CONVOY.ORG/BAKERSFIELD
661-871-1150
JOIN THE CONVOY
Community Crew
DONATE
VOLUNTEER
SPONSOR
VOLUNTEER RALLY
APRIL 28
7:00 PM
CITY CENTER BAKERSFIELD
3201 F Street
Bakersfield, CA 93301
VOLUNTEER CHECK-IN
APRIL 29
7:00 AM
CITY CENTER BAKERSFIELD
3201 F Street
Bakersfield, CA 93301
CONVOY OF HOPE
NATIONAL BREAST CANCER FOUNDATION, INC.


CONVOY OF HOPE
BAKERSFIELD
★ Community Event ★
APROVECHAR EL MOMENTO
Únase al equipo de Convoy de su comunidad y regístrese en línea para ayudar a miles de invitados de honor que recibirán bolsas de alimento, cortes de cabello, retratos familiares, servicios de empleo y atención a la salud, zona para niños y mucho más.
CONVOY.ORG/BAKERSFIELD
661-871-1150
JOIN THE CONVOY
Community Event
REUNIÓN PARA VOLUNTARIOS
28 APRIL
7:00 PM
DONAR
SER VOLUNTARIO
PATROCINAR
CHECK-IN DE VOLUNTARIOS
29 ABRIL
7:00 AM
CITY CENTER BAKERSFIELD
3201 F Street
Bakersfield, CA 93301
CONVOY OF HOPE
NATIONAL BREAST CANCER FOUNDATION, INC.
CITY CENTER BAKERSFIELD
3201 F Street
Bakersfield, CA 93301


CONVOY OF HOPE
BAKERSFIELD
★ Community Event ★
FREE
WHILE SUPPLIES LAST
APRIL 29
DOORS OPEN AT 10:00 AM
CITY CENTER
BAKERSFIELD
3201 F Street
Bakersfield, CA 93301
661-871-1150
CONVOY.ORG/BAKERSFIELD
CONVOY OF HOPE
NATIONAL BREAST CANCER FOUNDATION, INC.
★ GROCERIES
★ HOT LUNCH
★ SHOES
★ HEALTH SERVICES
★ KIDS ZONE
★ NUTRITION EDUCATION
★ FAMILY PORTRAITS
★ COMMUNITY SERVICES
★ VETERANS SERVICES
★ HAIRCUTS
★ BREAST HEALTH SERVICES


CONVOY OF HOPE
BAKERSFIELD
Community Event
GRATIS
ACOTEM
EXISTENCIAS
29 ABRIL
LAS PUERTAS SE ABREN A LAS 10:00 AM
CITY CENTER
BAKERSFIELD
3201 F Street
Bakersfield, CA 93301
661-671-1130
CONVOY.ORG/BAKERSFIELD
CONVOY OF HOPE
NATIONAL BREAST CANCER FOUNDATION, INC.
★ CALZADO
★ ZONA PARA NIÑOS
★ RETRATOS FAMILIARES
★ BOLSAS DE ALIMENTO
★ ALMUERZO
★ ATENCIÓN A LA SALUD
★ EDUCACIÓN SOBRE NUTRICIÓN
★ SERVICIOS COMUNITARIOS
★ SERVICIOS DE EMPLEO
★ SERVICIOS PARA LOS VETERANOS
★ CORTES DE CABELLO
★ SERVICIOS DE PREVENCIÓN CONTRA EL CÁNCER DE MAMA

Nurturing Parenting

Parenting/Neglect classes

- Developmental Stages
- Getting Needs Met
- Punishment vs. Discipline
- Verbal & Physical Redirection
- Managing Anger
- Problem Solving & Decision Making
- Empowering parents to keep their children drug free
- Setting Limits/ Family Rules
- Empowerment/Self—Esteem
- Taking addition out of the home

CALL AND REGISTER NOW!

Southeast Neighborhood Partnership
Family Resource Center
1509 E. 11th Street
Bakersfield Ca. 93307

CLINICA SIERRA VISTA
40 YEARS OF CARING
1971-2011

Dignity Health
Mercy & Memorial Hospitals

Upcoming Class

When: **May 10, 2017**

Where: 1627 Virginia Ave

Time: 10:00am – 12:00pm
(Wednesdays)



Free Transportation in most areas

Facilitator/ Contact person:

Cece Ramos
(661) 322-3276

FREE TO THE PUBLIC!

12 WEEK COURT ORDERED CLASSES $25.00 ONE-TIME FEE



Kern County Department of

CHILD SUPPORT SERVICES



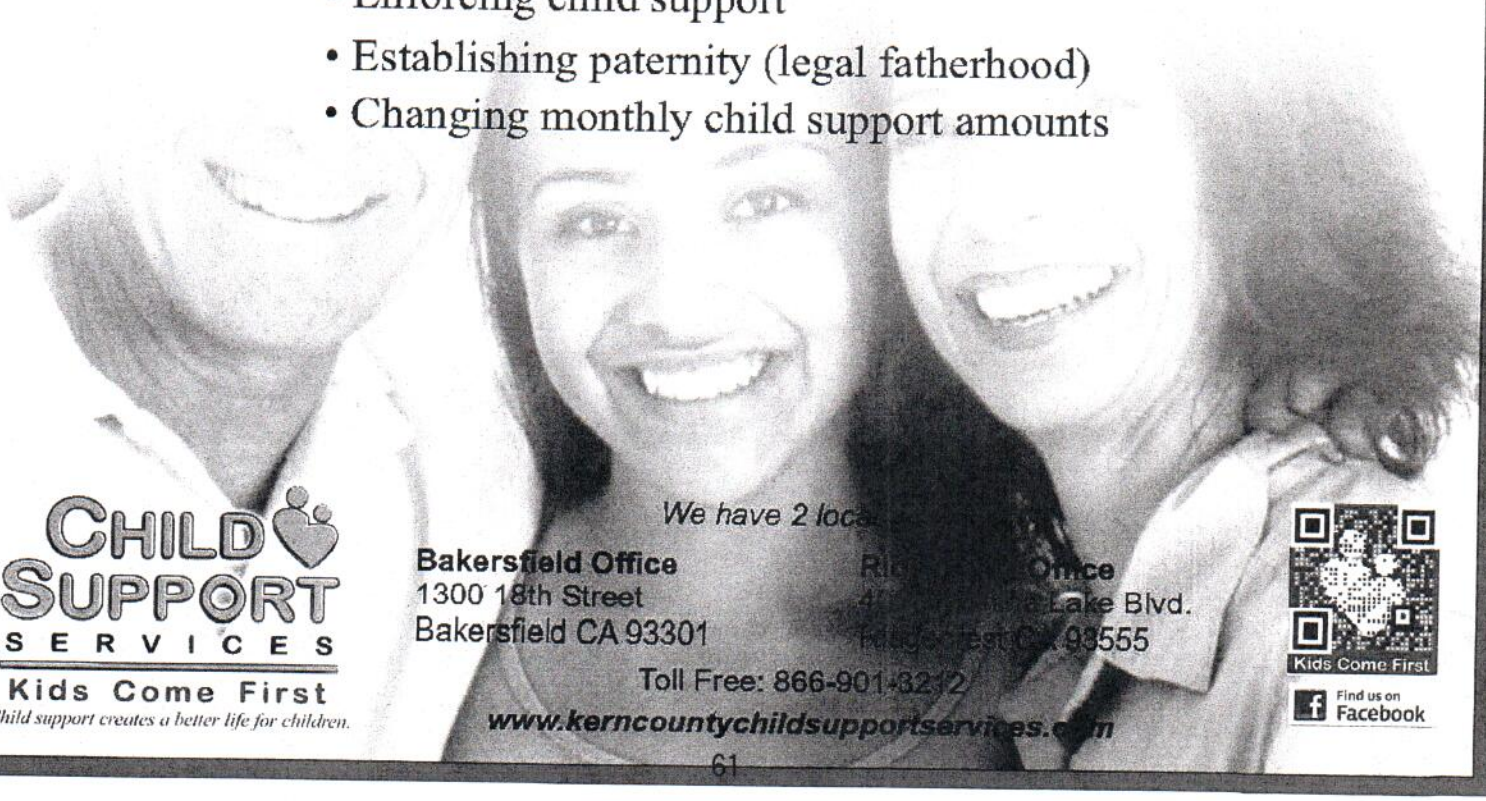
We are bringing our office to you

Community Connections Center
1842 Norwalk, Delano, CA 93215
February 10, March 10, and April 21, 2017
10:00 a.m. - 4:00 p.m.

Child support professionals will be in your neighborhood to assist with your child support needs.

Let us help you with:

- Opening a child support case
- Enforcing child support
- Establishing paternity (legal fatherhood)
- Changing monthly child support amounts



CHILD SUPPORT SERVICES
Kids Come First
Child support creates a better life for children.

We have 2 loca

Bakersfield Office
1300 18th Street
Bakersfield CA 93301

Office
Lake Blvd.
93555

Toll Free: 866-901-3212

www.kerncountychildsupportservices.com

Kids Come First

Find us on Facebook



Kern County Department of

CHILD SUPPORT SERVICES



Estamos trayendo nuestra oficina a usted

Community Connections Center
1842 Norwalk, Delano, CA 93215
10 de febrero, 10 de marzo y 21 de abril de 2017
10:00 a.m. - 4:00 p.m.

Profesionales de la oficina de manutención de niños estarán en su vecindario para ayudarle con sus necesidades de manutención de niños

Permítanos ayudarle con

- Apertura de un caso de manutención
- Cumplimiento con un orden de manutención
- Establecimiento de paternidad (el padre legal)
- Cambiando la cantidad del pago mensual de manutención de niños



CHILD SUPPORT SERVICES

Kids Come First

Child support creates a better life for children.

Tenemos dos ubi

Bakersfield Office
1300 18th Street
Bakersfield CA 93301

R[illegible] Office
4[illegible] Lake Blvd.
Ridgecrest CA 93555

llamada gratuita: 866-901-3212

www.kerncountychildsupportservices.com

Kids Come First

Find us on Facebook

Contact: Amy Raddatz
CASA of Kern County
1717 Columbus Street
Phone 661-631-2272
araddatz@kerncasa.org

CASA of Kern County

Press Release

Superheroes prove that no matter your childhood, all kids can grow up to do great things.

Bakersfield, CA (March 1, 2017) – Superman was adopted. Spiderman was raised by his aunt and uncle. Batman grew up with his butler, Alfred, and later took in Robin to raise as his ward. Few superheroes grew up in a typical family situation raised by their own parents, yet they all accomplished great things as adults. CASA, a nonprofit that advocates for children who've experienced abuse or neglect, believes all children deserve the chance to grow up happy and health and become superhero adults themselves.

That is why CASA of Kern County is hosting the 5th Annual CASA Superhero Run. This run raises funds and awareness to provide children who've been abused or neglected with the powerful voice of their very own CASA volunteer.

Who: CASA of Kern County and more than 700 local superheroes, runners and families.

When: Saturday, April 1, 2017
7:00 A.M. - 8:00 A.M. Registration, Check-In and Superhero Costume Contest Judging
8:00 A.M. – 1 Mile Media Race – (Open to all employees of the media)
8:05- 8:30 A.M. – 10K, 5K and 2K Race/Walk begins

Where: The Park at River Walk – 11200 Stockdale Hwy –

Why: To raise funds and awareness in support of children who've been abused or neglected. Or, as one boy said: "If abused kids see that other kids are superheroes, then they'll know that they can be superheroes too."

Cost: 10K and 5K - $35.00
2K Walk - $30.00
Children under 12 yrs $15.00

More Info: Find out more about the run and register or donate at www.kerncasa.org or call (661) 631-2272.

CASA of Kern County – a non-profit organization that trains community volunteers to speak for the best interests of abused and neglected children in court – is a member of the National Court Appointed Special Advocate Association.

For Immediate Release

"PARENTING PARTNERS" WITH JOHN MADRID

TUESDAY, APRIL 4, 2017

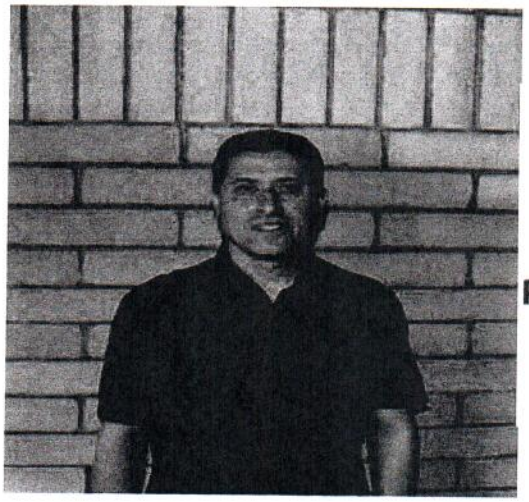
6:00PM TO 7:00PM

East Bakersfield High School

Career Center

Parenting Partners™ – Success Starts at Home

What is Parenting Partners™? In a word-engagement.



Parenting Partners™
Engaged for Achievement

Parenting Partners™ focuses on three key outcomes—
- Positive parent engagement.
- Improved student academics.
- Strong home learning environment

Parenting Partners™ workshops combine parenting and leadership skills that empower parents to become vital contributors to their children's academic success.

Join us for this special parent presentation on:

- **Building parenting skills that produce effective parenting results.**
- **Learn how to successfully partner with the school.**
- **Become a positive parent leader at home.**

"I've been a mom for five years and I am little shocked that I just now got the instruction manual on how to be a parent."
Katie Lopez
Apricot Valley Elementary

EAST BAKERSFIELD HIGH SCHOOL
2200 Quinsy Dr.
Bakersfield, CA
93306

The Kern High School District prohibits discrimination, harassment, intimidation, and bullying based on actual or perceived ancestry, age, color, disability, gender, gender identity, gender expression, nationality, race or ethnicity, marital, parental or family status, religion, sex (sexual harassment), sexual orientation, or association with a person or a group with one or more of these actual or perceived characteristics. For concerns or complaints regarding this policy, please contact Associate Superintendent of Human Resources Dr. Mike Zulfa – Equity/Title IX Compliance Officer – 5801 Sundale Ave., Bakersfield, CA 93309 – 661-827-3100.

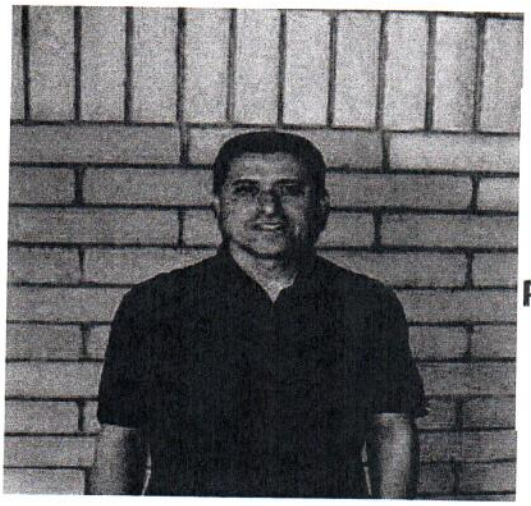
"COMPAÑEROS EN LA CRIANZA"
CON JOHN MADRID

MARTES, 4 DE ABRIL, 2017
6:00PM TO 7:00PM

East Bakersfield High School
Centro de Carerras

Compañeros en la Crianza ™ – Success Starts at Home

¿Qué es Compañeros en la Crianza? En una palabra – Involucramiento.



Parenting Partners
Engaged for Achievement

Compañeros en la Crianza se enfoca en tres resultados claves –
- Involucramiento parental positivo
- El mejoramiento de los académicos estudiantiles
- Ambiente de aprendizaje fuerte en el hogar

Compañeros en la Crianza ™ combina habilidades de liderazgo y crianza que empodera padres a convertirse a contribuidores vitales al éxito académico de sus hijos.

Únase a nosotros para una presentación especial para los padres en:

***Creación habilidades que producen resultados eficaces de crianza para padres.**
***Formación Cómo asociarse exitosamente con la escuela.**
***Convertirse en un líder positivo del padre en su casa.**

"La herencia de nuestros hijos es parte de esto que nosotros le vamos a dar. Y lo bonito es que lo vamos a compartir con otros padres. Se van ver reflejado en el éxito de nuestros hijos y en construir en un mundo mejor."
Norma Turcios
Golden Poppy Elementary

EAST BAKERSFIELD HIGH SCHOOL
2200 Quincy Dr.
Bakersfield, CA
93306

El distrito escolar Kern prohíbe discriminación, acoso, intimidación y acoso basados en ascendencia real o percibida, edad, color, discapacidad, género, identidad de género, expresión de género, nacionalidad, raza o etnicidad, estado matrimonial, parental o familiar, religión, sexo (acoso sexual), orientación sexual o asociación con una persona o un grupo con uno o más de estas características reales o percibidas. Para inquietudes o quejas sobre esta política, póngase en contacto con el administrador de recursos humanos Kevin Platt – equidad/Título IX Cumplimiento de normas Officer-5801 Sundale Ave., Bakersfield, CA 93309-.

If you earned less than $60,000 in 2015, you may qualify for the EITC and you can have your taxes **prepared for free** from the Kern VITA Partnership.

And as of January 2016, the **CalEITC** provides additional resources to the working families in our community who most need it.

VOLUNTEER INCOME TAX ASSISTANCE (VITA)

Through the Kern VITA Partnership (KVP) United Way helps to mobilize our regional volunteer force through the Volunteer Income Tax Assistance (VITA) program, an IRS-supported tax preparation service through which trained volunteers prepare taxes at no cost for qualifying individuals and families. In 2015, KVP volunteers filed more than 1,000 tax returns across our county, which returned more $2.4 million to our local economy. This year, VITA sites will be open from February 1 through April 15.

CAL EITC RESOURCES

- Estimate my EITC Amount
- Know It, Earn It and Get It
- Help Understanding Taxes
- Tax Season Kit

HOW DO I ACCESS VITA?

See the locations for tax preparation sites in your community **HERE.**

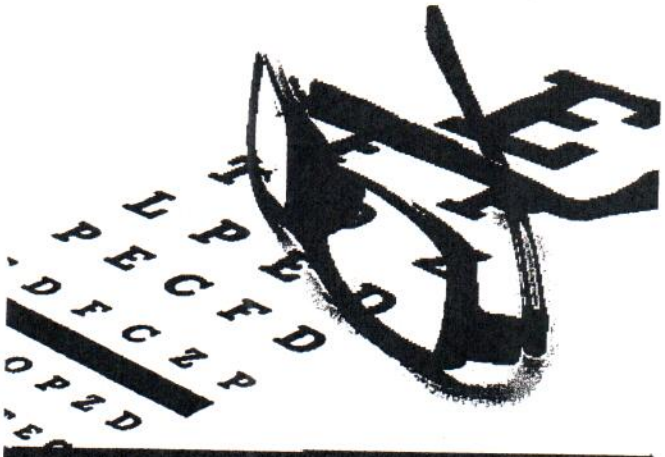
Call to make an appointment today:

661-336-6829



ACE

ADVANCED CENTER *for* EYECARE



Board Certified Ophthalmologists
Cataract and Eyelid Surgery Specialists
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Joseph H. Chang, M.D.
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Eileen Y. Ng, O.D.
Ranjeet S. Bajwa, OD, FAAO

1721 Westwind Drive Suite B
Bakersfield CA, 93301
M-F 8am-5pm
www.acecares.org
661.215.1006
Fax 661.324.1172

About ACE

Advanced Center for Eyecare is a nonprofit eye care clinic that provides high quality medical and surgical eye care services.

Referrals

We will gladly accept referrals for the following types of insurance:

Kern Family Healthcare

Medicare/Medi-Cal

Straight Medi-Cal

Covered California (Blue Shield)

Most PPO Insurances

No Insurance (Sliding Scale)

Testing

Our state-of-the-art eye care facility has the most up-to-date eye testing equipment:

OCT Cirrus 4000 HD

Humphrey Visual Field 750ii

IOL Master

Topography

VisuCam Pro Fundus Imaging

Co-Management

Our office recognizes that both ophthalmologists and optometrists have skills and experiences that allow them to provide high quality care for those in need of eyecare services. Therefore, ACE does not have an optical department and chooses to refer out for optical services.

healthychildren.org
Powered by pediatricians. Trusted by parents.

AGES & STAGES

Getting Your Baby to Sleep

What's the best way to get my child to go to sleep?



Babies

Babies do not have regular sleep cycles until about 6 months of age. While newborns sleep about 16 to 17 hours per day, they may only sleep 1 or 2 hours at a time. As babies get older, they need less sleep (/English/ages-stages/baby/sleep/Pages/default.aspx). However, different babies have different sleep needs. It is normal for a 6-month-old to wake up during the night but go back to sleep after a few minutes.

Here are some suggestions that may help your baby (/english/ages-stages/baby/Pages/default.aspx) (and you) sleep better at night.

1. **Keep your baby calm and quiet when you feed or change her during the night.** Try not to stimulate or wake her too much.
2. **Make daytime playtime.** Talking and playing with your baby during the day will help lengthen her awake times. This will help her sleep for longer periods during the night.
3. **Put your baby to bed when drowsy but still awake.** This will help your baby learn to fall asleep on her own in her own bed. Holding or rocking her until she is completely asleep may make it hard for her to go back to sleep if she wakes up during the night.
4. **Wait a few minutes before responding to your child's fussing.** See if she can fall back to sleep on her own. If she continues to cry, check on her, but don't turn on the light, play with her, or pick her up. If she gets frantic or is unable to settle herself, consider what else might be bothering her. She may be hungry, wet or soiled, feverish, or otherwise not feeling well.

Toddlers and preschoolers

Many parents find their toddler's (/English/ages-stages/toddler/Pages/default.aspx) bedtime to be the hardest part of the day. Children this age often resist going to sleep, especially if they have older siblings who are still awake. Use the following tips to help your toddler develop good sleep habits:

1. **Set up a quiet routine before bedtime to help your child understand that it will soon be time to go to sleep.** Use this time to read him a story, listen to quiet music, or give him a bath. It may be tempting to play with your child before bed. However, active play may make your child too excited to sleep.
2. **Be consistent.** Make bedtime the same time every night. This helps your child know what to expect and helps him establish healthy sleep patterns.
3. **Allow your child to take a favorite thing to bed each night.** It's OK to let your child sleep with a teddy bear, special blanket, or some other favorite toy (/English/ages-stages/baby/Pages/Transitional-Objects.aspx). These often help children fall asleep—especially if they wake up during the night. Make sure the object is safe. Look for ribbons, buttons, or other parts that may be choking hazards (/English/health-issues/injuries-emergencies/Pages/Choking-Prevention.aspx). Stuffing or pellets inside stuffed toys can also be dangerous.
4. **Make sure your child is comfortable.** He may like to have a drink of water, a light left on, or the door left slightly open. Try to handle your child's needs before bedtime so that he doesn't use them to avoid going to sleep.
5. **Do not let your child sleep in the same bed with you.** This can make it harder for him to fall asleep when he is alone.
6. **Do not return to your child's room every time he complains or calls out.** Instead, try the following:
    1. Wait several seconds before answering and make your response time longer each time he calls. This will give him a chance to fall asleep on his own.
    2. Reassure your child that you are there. If you need to go into the room, do not turn on the light, play with him, or stay too long.
    3. Move farther from your child's bed every time you go in, until you can reassure him verbally without entering his room.
    4. Remind him each time he calls that it's time to go to sleep.
7. **Give it time.** Helping your child develop good sleep habits can be a challenge, and it is normal to get upset when a child keeps you awake at night. Try to be understanding. A negative response by a parent can sometimes make a sleep problem worse.

Last Updated
11/21/2015

Source
Sleep Problems in Children (Copyright © 2007 American Academy of Pediatrics, Updated 10/2011)

The information contained on this Web site should not be used as a substitute for the medical care and advice of your pediatrician. There may be variations in treatment that your pediatrician may recommend based on individual facts and circumstances.

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healthychildren.org en Español
Desarrollado por pediatras. Respaldado por los padres.

Cómo hacer para que su bebé se duerma

¿Cuál es el mejor modo para dormir a mi bebé?



Bebés

Los bebés no tienen ciclos regulares de sueño hasta aproximadamente los 6 meses de edad. Si bien los recién nacidos duermen aproximadamente 16 a 17 horas por día, es posible que sólo duerman de a 1 o 2 horas cada vez. A medida que los bebés crecen necesitan dormir (/spanish/ages-stages/baby/sleep/paginas/default.aspx) menos. Sin embargo, los diferentes bebés tienen necesidades diferentes de sueño. Es normal que un niño de 6 meses de edad se despierte durante la noche pero vuelva a dormirse luego de algunos minutos. A continuación le ofrecemos algunas sugerencias que pueden ayudar a su bebé (/spanish/ages-stages/baby/paginas/default.aspx) (y a usted) a dormir mejor por las noches.

1. **Mantenga a su bebé calmado y silencioso cuando lo alimenta o lo cambia durante la noche.** Intente no estimularlo o despertarlo demasiado.
2. **Haga que la hora de juego sea de día.** Hablar y jugar con su bebé durante el día ayudará a extender las horas que permanece despierto. Esto lo ayudará a dormir durante períodos más largos durante la noche.
3. **Coloque a su bebé en la cama cuando tenga sueño pero aún esté despierto.** Esto ayudará a su bebé a aprender a dormirse por sí solo en su propia cama. Sostenerlo o mecerlo hasta que esté completamente dormido puede dificultarle volver a dormirse si se despierta durante la noche.
4. **Espere algunos minutos antes de responder a las quejas de su hijo.** Vea si puede volver a dormirse solo. Si continúa llorando, vea qué le pasa, pero no encienda la luz, no juegue con él ni lo levante. Si se desespera o no puede calmarse, considere qué más puede estar molestándole. Es posible que tenga hambre, haya mojado o ensuciado el pañal, esté afiebrado o no se sienta bien.

Niños pequeños y preescolares

Para muchos padres saber cuál es la hora de dormir de sus niños pequeños (/spanish/ages-stages/toddler/paginas/default.aspx) es la parte más difícil del día. Los niños de esta edad a menudo se resisten a ir a dormir, especialmente si tienen hermanos más grandes que aún están despiertos. Use los siguientes consejos para ayudar a su niño pequeño a desarrollar buenos hábitos para dormir.

1. **Organice una rutina tranquila antes de la hora de dormir para ayudar a su hijo a comprender que pronto será hora de ir a dormir.** Use este momento para leerle una historia, escuchar música tranquila o darle un baño. Puede ser tentador jugar con su hijo antes de ir a dormir. Sin embargo, los juegos activos pueden hacer que su hijo esté demasiado agitado para dormir.
2. **Sea constante. Haga que la hora de dormir sea la misma todas las noches.** Esto ayuda a su hijo a saber qué esperar y lo ayuda a establecer patrones de sueño saludables.
3. **Permita que su hijo se lleve algo favorito a la cama todas las noches.** Está bien dejar que su hijo duerma con un osito de peluche, una manta especial o algún otro juguete favorito. Estos a menudo ayudan a que los niños se duerman, especialmente si se despiertan por la noche. Asegúrese de que el objeto sea seguro. Busque listones, botones y otras piezas que puedan presentar riesgo de asfixia (/spanish/health-issues/injuries-emergencies/paginas/choking-prevention.aspx). El relleno o las bolitas dentro de los juguetes de peluche también pueden ser peligrosos.
4. **Asegúrese de que su hijo esté cómodo. Tal vez quiera beber agua, que le deje una luz prendida o que deje la puerta entreabierta.** Intente encargarse de las necesidades de su hijo antes de la hora de ir a dormir de forma que no las use para evitar ir a dormir.
5. **No deje que su hijo duerma en la misma cama con usted.** Esto puede hacer que sea más difícil para él dormirse cuando está solo.
6. **No vuelva a la habitación de su hijo cada vez que se queja o lo llame. En lugar de eso, intente lo siguiente:**
    1. Espere varios segundos antes de responder y haga que su tiempo de respuesta sea más largo cada vez que lo llame. Esto le dará la oportunidad de dormirse solo.
    2. Tranquilice a su hijo diciéndole que está allí. Si necesita entrar a la habitación no encienda la luz, no juegue con él ni se quede demasiado rato.
    3. Muévase cada vez más lejos de la cama de su hijo cada vez que entre, hasta que pueda tranquilizarlo hablando sin entrar a su habitación.
    4. Recuérdele cada vez que llame que es hora de dormir.
7. **Dele tiempo.** Ayudar a su hijo a desarrollar buenos hábitos para dormir puede ser un desafío y es normal enojarse cuando un niño lo mantiene despierto por la noche. Intente comprender. Una respuesta negativa de un padre a veces puede empeorar el problema para dormir.

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La información contenida en este sitio web no debe usarse como sustituto al consejo y cuidado médico de su pediatra. Puede haber muchas variaciones en el tratamiento que su pediatra podría recomendar basado en hechos y circunstancias individuales.