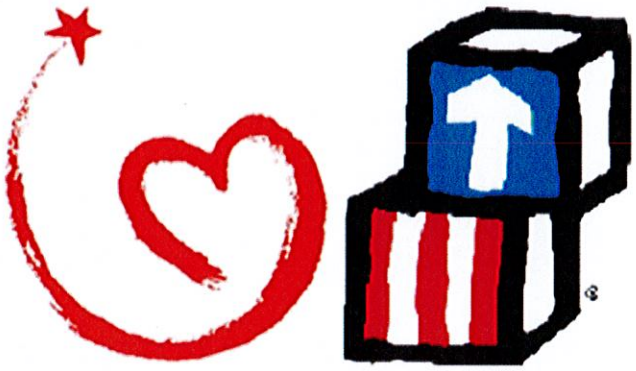
Head Start &
State Child Development
Birth to age 5

capk
Community Action Partnership of Kern

Head Start/State Child Development Services

POLICY COUNCIL MEETING PACKET

October 30, 2018



POLICY COUNCIL
STANDING COMMITTEES
October 2018

EXECUTIVE COMMITTEE

Chairperson: Enrique Salazar Jr.
Vice Chairperson: Joanna Guillen
Secretary: Nicole Walker
Treasurer: Diana Reyes
Parliamentarian: Ulyses Rodriguez

STANDING COMMITTEE MEMBERS

Board of Director's: Ulyses Rodriguez

BYLAWS (3 Vacancies)
Chairperson: Ulyses Rodriguez

1. Enrique Salazar Jr.
2. Joanna Guillen
3. Rosa Reyes
4. Vacancy
5. Vacancy
6. Vacancy

PLANNING (2 Vacancies)
Chairperson: Joanna Guillen

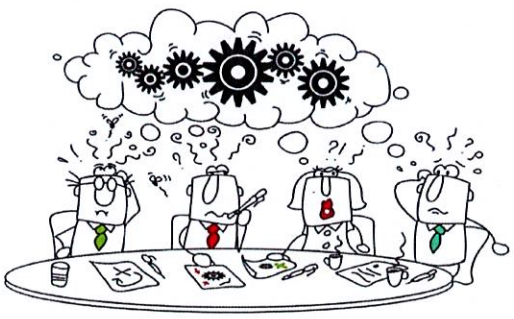
1. Victoria Garcia Carlos
2. Anastasia Lester
3. Lindsay Harrison
4. Yolanda Ochoa
5. Vacancy
6. Vacancy

SCHOOL READINESS (Full Committee)
Chairperson: Nicole Walker

1. Amber Dunlap
2. Daisy Valencia
3. Jacqueline Boykin
4. Destiny Thompson-Butler

FINANCE (4 Vacancies)
Chairperson- Diana Reyes

1. Amber Dunlap
2. Destiny Thompson-Butler
3. Vacancy
4. Vacancy
5. Vacancy
6. Vacancy



Policy Council Attendance '17-'18

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

#	REGION 1 PC Member Name	Nov 2017	Dec 2017	Jan 2018	Feb 2018	Mar 2018	Apr 2018	May 2018	June 2018	July 2018	Aug 2018	Sept 2018	Oct 2018
1	Jacqueline Boykin- Willow	X	X	X	ABS	X	X	X	ABS	X	X	X	
2	Nicole Walker- Noble	X	X	X	X	X	X	X	X	X	X	X	
3	Daisy Valencia- Wesley	X	X	X	ABS	X	X	X	ABS	ABS	X	X	
4	Amber Dunlap- Willow	X	X	X	ABS	X	X	X	X	X	X	X	
#	**REGION 2 PC Member Name**	**Nov 2017**	**Dec 2017**	**Jan 2018**	**Feb 2018**	**Mar 2018**	**Apr 2018**	**May 2018**	**June 2018**	**July 2018**	**Aug 2018**	**Sept 2018**	**Oct 2018**
1	Kristel Melendez- Pioneer	ABS	ABS	ABS	R	R	R	R	R	R	R	R	R
2	Ulyses Rodriquez- Williams	X	X	X	X	X	X	X	X	X	X	ABS	
3	Kimberly Henry- Pacific	ABS	ABS	ABS	R	R	R	R	R	R	R	R	R
4	Coyolxauhqui Mata- Roosevelt	X	X	X	X	X	ABS	ABS	ABS				
5	Marina Acosta- East Cal					X	ABS	ABS	X				
6	Karla Villa- Sterling					X	ABS	ABS	ABS				
#	**REGION 3 PC Member Name**	**Nov 2017**	**Dec 2017**	**Jan 2018**	**Feb 2018**	**Mar 2018**	**Apr 2018**	**May 2018**	**June 2018**	**July 2018**	**Aug 2018**	**Sept 2018**	**Oct 2018**
1	Sharif Hassan- Harvey Hall	X	X	X	ABS	ABS	R	R	R	R	R	R	R
2	Victoria Garcia Carlos- Planz	X	X	X	ABS	X	X	ABS	X	X	X	ABS	
3	Joanna Guillen- Harvey Hall	X	ABS	X	X	X	ABS	ABS	X	X	X	X	
4	Enrique Salazar- Pete Parra	X	X	ABS	X	X	ABS	X	ABS	X	X	X	
#	**Region 4 PC Member Name**	**Nov 2017**	**Dec 2017**	**Jan 2018**	**Feb 2018**	**Mar 2018**	**Apr 2018**	**May 2018**	**June 2018**	**July 2018**	**Aug 2018**	**Sept 2018**	**Oct 2018**
1	Naomi Carrillo- Mojave	X	ABS	X	ABS	X	X	ABS	ABS				
2	Maggie Hatzell- Rosamond	X	X	X	ABS	X	X	ABS	ABS				
3	Christine DeNardo- California City	X	X	X	X	X	ABS	ABS	ABS				
4	Gail Otis- Rosamond					X	X	R	R	R	R	R	R
#	**Home Base PC Member Name**	**Nov 2017**	**Dec 2017**	**Jan 2018**	**Feb 2018**	**Mar 2018**	**Apr 2018**	**May 2018**	**June 2018**	**July 2018**	**Aug 2018**	**Sept 2018**	**Oct 2018**
1	Diana Reyes- HB O. Martinez	X	X	X	X	X	X	X	X	ABS	X	ABS	
2	Destiny Thompson Butler- M. Craig					X	X	X	X	X	X	X	
	BC/Blanton EHS Partnership	**Nov 2017**	**Dec 2017**	**Jan 2018**	**Feb 2018**	**Mar 2018**	**Apr 2018**	**May 2018**	**June 2018**	**July 2018**	**Aug 2018**	**Sept 2018**	**Oct 2018**
1	Tranisha Hartman- Bakersfield College	ABS	R	R	R	R	R	R	R	R	R	R	R
	San Joaquin EHS Partnership	**Nov 2017**	**Dec 2017**	**Jan 2018**	**Feb 2018**	**Mar 2018**	**Apr 2018**	**May 2018**	**June 2018**	**July 2018**	**Aug 2018**	**Sept 2018**	**Oct 2018**
1	Rosa Reyes HB M.Faustio		X	X	X	X	ABS	X	X	ABS	X	X	
2	Opening												
	Community Rep Member	**Nov 2017**	**Dec 2016**	**Jan 2018**	**Feb 2018**	**Mar 2018**	**Apr 2018**	**May 2018**	**June 2018**	**July 2018**	**Aug 2018**	**Sept 2018**	**Oct 2018**
1	Ana Lester- First 5	X	X	X	X	X	X	X	X	X	X	X	
2	Lindsay Harrison- Standard District	X	X	X	ABS	X	X	ABS	X	X	X	X	
3	Opening												
	Board Member	**Nov 2017**	**Dec 2017**	**Jan 2018**	**Feb 2018**	**Mar 2018**	**Apr 2018**	**May 2018**	**June 2018**	**July 2018**	**Aug 2018**	**Sept 2018**	**Oct 2018**
1	Yolanda Ochoa		ABS		X		X	ABS	ABS	X			



Policy Council Sub-Committee Attendance Sheet
2017-2018

Bylaws Subcommittee

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.
Ulyses Rodriguez (Chair)				X		ABS					
Coyolxauhqui Mata				X		X					
Naomi Carrillo				ABS		ABS					
Enrique Salazar Jr.				ABS		ABS					
Joanna Guillen				ABS		ABS					
Opening											
Opening											

Budget & Finance Subcommittee

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.
Diana Reyes (Chair)			X		X		ABS	X	X	X	
Christine DeNardo			ABS		ABS		ABS				
Amber Dunlap			X		X		X	X	X	X	
Kimberly Henry			ABS	R	R	R	R	R	R	R	R
Destiny Butler Thompson					ABS		ABS	ABS	ABS	X	
Opening											
Opening											
Opening											

School Readiness Subcommittee

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.
Nicole Walker (Chair)		X		X		X					
Amber Dunlap		X		X		X					
Destiny Butler Thompson						X					
Opening											

Head Start & State Child Development
Birth to age 5
capk

Planning Subcommittee

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.
Joanna Guillen (Chair)	X	X	X		X	X	X		X	X	X
Sharif Hassan	X	X	ABS		R	R	R	R	R	R	R
Maggy Hartzell	X	ABS	X		ABS	ABS	ABS				
Christine DeNardo	ABS	X	X		ABS	ABS	ABS				
Victoria Garcia Carlos	X	X	X		X	X	X		X	X	X
Anastasia Lester	X	X	X		X	X	X		X	X	X
Lindsay Harrison	X	ABS	X		X	X	X		X	X	X
Yolanda Ochoa						X	X		X	X	X

Board of Directors

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.
Sharif Hassan		X	ABS	X	R	R	R	R	R	R	R
Ulyses Rodriguez						X	X		X	X	

Legend	
Attended	X
Did not attend	ABS
Attended a CAPK Function	
Resigned	R
Terminated	
Did not meet	
Not Elected at the time	

Policy Council Agenda
October 30, 2018
The Mark Restaurant – West Room
6:00 p.m. – 7:00 p.m.
Meeting Locations:

1623 19th Street Bakersfield, CA 93301	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. Agenda dated: October 30, 2018

4. **Approval of Minutes** — Chairperson — ***ACTION**
   a. Date of Minutes: September 20, 2018

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 minutes per report)
   a. School Readiness Committee — **No Report**
   b. Planning Committee — **Verbal Report**
   c. Finance Committee — **No Report**
   d. By-Laws Committee — **No Report**

7. **Presentations** — (15 minutes per presentation)
   a. Recognition of 2017 – 2018 Policy Council Members – Yolanda Gonzales, HS/State Child Development Director

8. **New Business** — Chairperson — ***ACTION**
   a. 5-Year Funding Application – Jerry Meade, Program Design & Management Administrator
   b. 2019-2020 Continued Funding of Head Start and Early Head Start Kern Application– Jerry Meade, Program Design & Management Administrator
   c. Duration Funding of Head Start Kern Application – Jerry Meade, Program Design & Management Administrator

This is to certify that this agenda notice was posted in the lobby of the CAPK Administration Office at 5005 Business Park North, Bakersfield, CA and online at www.capk.org by 12:00 p.m. October 24, 2018 by Lisa Price, Program Governance Coordinator

9. **Communications**
   a. Kern Head Start Budget vs. Actual Expenditures, March 1, 2018 through September 30, 2018
   b. Kern Early Head Start Budget vs. Actual Expenditures, March 1, 2018 through September 30, 2018
   c. San Joaquin Early Head Start Budget vs. Actual Expenditures, February 1, 2018 through September 30, 2018
   d. Early Head Start Child Care Partnerships Budget vs. Actual Expenditures, September 1, 2017 through August 31, 2018 (interim final report)
   e. Early Head Start Child Care Partnerships Budget vs. Actual Expenditures, September 1, 2017 through September 30, 2018 (interim final report)
   f. Parent Local Travel & Child Care through September 30, 2018
   g. Parent Activity Funds through September 30, 2018
   h. Kern Head Start and Early Head Start Non-Federal Share and In-Kind Report, March 1, 2018 through September 30, 2018
   i. San Joaquin Early Head Start Non-Federal and In-Kind Report, February 1, 2018 through September 30, 2018
   j. Policy Council Planning Committee Minutes – August 6, 2018 (English/Spanish)
   k. Read Aloud 15 Minutes
   l. Head Start/ Early Head Start School Readiness Meeting Dates
   m. Harvest Festival ~ Shafter Youth Center; October 31, 2018
   n. Community Resource Harvest Health Fair ~ Union Cemetery; November 2, 2018
   o. VetFest 2018 ~ Bakersfield College; November 7, 2018
   p. Selection Criteria Committee ~ CAPK; November 9, 2018
   q. World Aids Day ~ Self Help Credit Union; November 30, 2018

10. **Program Governance Report/Training**	Lisa Price	**Verbal Report** (5 min.)
11. **Community Representative Report**	Lindsay Harrison/ Ana Lester	**Verbal Report** (5 min.)
12. **Early Head Start San Joaquin Report**	Rashi Strother	**Verbal Report** (3 min.)
13. **Early Head Start Partnership Report**	Debbie Connolly	**Verbal Report** (3 min.)
14. **Board of Directors Representative Report**	Yolanda Ochoa	**Verbal Report** (3 min.)
15. **Director's Report (HS/State Child Development)**	Yolanda Gonzales	**Verbal Report** (5 min.)
16. **Policy Council Chairperson/Announcements**	Enrique Salazar Jr.	**Verbal Report** (3 min.)
17. **Adjournment**	Chairperson	

Next meeting to be held November 29, 2018 with a light dinner at 5:00 p.m. and meeting to begin at 5:30 p.m.
5005 Business Park North, Suite 130- Board Room

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 12:00 p.m. October 24, 2018 by Lisa Price, Program Governance Coordinator

Agenda del consejo de política
30 de octubre del 2018
Restaurante The Mark – Sala Oeste
6:00 p.m. – 7:00 p.m.
Ubicaciones de reunionés:

1623 19th Street Bakersfield, CA 93301	1145 N. Hunter St. Stockton, CA 95202

1. **Llamado a la orden** presidente
   a. Momento de silencio, Juramento de la lealtad
   b. Lectura de la promesa de acción comunitaria

   "La Acción Comunitaria cambia la vida de las personas, encarna el espíritu de esperanza, mejora las comunidades, y hace que Estados Unidos sea un mejor lugar para vivir. Nos preocupamos por toda la comunidad y estamos dedicados a ayudar a las personas a ayudarse a sí mismos y ayudarse unos a otros."

2. **Pasar lista/Establecer Quórum** Secretario

3. **Aprobar la Agenda** presidente *** acción**
   a. Agenda de fecha: 30 de octubre del 2018

4. **Aprobación de minutos** presidente *** acción**
   a. Fecha de minutos: 20 de octubre del 2018

5. **Presentación de invitados/Foro publico**
   a. *El público que desee dirigirse al Consejo de políticas puede hacerlo en este momento. Los miembros del Consejo de política pueden responder brevemente a las declaraciones formuladas o preguntas formuladas. Sin embargo, el CP no tomará ninguna otra acción que la de referir el (los) artículo (s) al personal para el estudio y análisis.* ***Los altavoces están limitados a cinco minutos cada uno****. Si más de una persona desea abordar el mismo tema, el tiempo total de grupo para el tema será de 10 minutos. Por favor, Indique su nombre antes de hacer su presentación. Gracias.*

6. **Informes del Comité permanente** (3 minutos por informe)
   a. Comité de preparación escolar **No Informe**
   b. Comité de planificación **Informe verbal**
   c. Comité de finanzas **No Informe**
   d. Comité de reglamentos **No Informe**

7. **Presentación** (15 minutos por presentación)
   a. Reconocimiento de 2017 – 2018 Miembros del Consejo de Políticas – Yolanda Gonzales, Head Start/Desarrollo para niños del estado

8. **Nuevos asuntos** presidente *** acción**
   a. Solicitud de financiación de 5 años– Jerry Meade, administrador de diseño y gestión del programa
   b. 2019-2020 Continúa la financiación de la aplicación de Head Start and Early Head Start Kern– Jerry Meade, administrador de diseño y gestión del programa
   c. Duración de la financiación de la aplicación de Head Start Kern – Jerry Meade, administrador de diseño y gestión del programa

Esto es para certificar que esta notificación de la agenda se publicó en el vestíbulo de la oficina de administración de CAPK en 5005 Business Park North, Bakersfield, CA y en línea en www.capk.org antes de las 12:00 p.m. el 24 de octubre del 2018
Lisa Price, Coordinadora de gobernanzas del programa

9. **Comunicaciones**
   a. Presupuesto de Kern Head Start versus gastos actuales 1 de marzo del 2018 hasta el 30 de septiembre del 2018
   b. Presupuesto de Kern Early Head Start versus gastos actuales 1 de marzo del 2018 hasta 30 de septiembre del 2018
   c. Presupuesto de San Joaquin Early Head Start versus gastos actuales 1 febrero del 2018 hasta el 30 de septiembre del 2018
   d. Presupuesto de alianzas para cuidado de niños de Early Head Start versus gastos reales 1 de septiembre del 2017 hasta el 30 de septiembre del 2018 (informe final interino)
   e. Presupuesto de alianzas para cuidado de niños de Early Head Start versus gastos reales 1 de septiembre del 2017 hasta el 30 de septiembre del 2018 (informe final interino)
   f. Viaje local de padres y cuidado de niños hasta el 30 de septiembre de 2018
   g. Fondos de actividades para padres hasta el 30 de septiembre de 2018
   h. Presupuesto de Kern Early Head Start y Early Head Start informe no federal de participación y registro laboral el 1 de marzo del 2018 hasta el 30 de septiembre del 2018
   i. Informe de San Joaquin Early Head Start no federal de participación y registro laboral 1 de febrero del 2018 hasta el 30 de septiembre del 2018
   j. Acta del Comité de Planificación del Consejo de Políticas - 6 de agosto de 2018 (inglés / español)
   k. Leer en voz alta 15 minutos
   l. Head Start/ Early Head Start Preparación para la escuela Fechas de reuniones
   m. Festival de la Cosecha ~ Centro Juvenil Shafter; 31 de octubre de 2018
   n. Recurso de salud de la comunidad feria de salud ~ Union Cemetery; el 2 de noviembre del 2018
   o. Veterinario Fest 2018 ~ Colegio de Bakersfield; 7 de noviembre del 2018
   p. Comité de criterios de selección~ CAPK; 9 de noviembre del 2018
   q. Día mundial del SIDA ~ Autoayuda Crédito Union; 30 de noviembre del 2018

10. **Informe de gobernanza /capacitación del programa**	Lisa Price	**Informe verbal** (5 min.)
11. **Informe del representante de la comunidad**	Lindsay Harrison/ Ana Lester	**Informe verbal** (5 min.)
12. **Informe de Early Head Start de San Joaquin**	Rashi Strother	**Informe verbal** (3 min.)
13. **Informe de asociación de Early Head Start**	Debbie Connolly	**Informe verbal** (3 min.)
14. **Informe del representante de la junta directiva**	Yolanda Ochoa	**Informe verbal (**3 min.)
15. Informe de directora (Head Start/Desarrollo para niños del estado)	Yolanda Gonzales	**Informe verbal** (5 min.)
16. **Presidente del consejo de política/anuncios**	Enrique Salazar Jr.	**Informe verbal** (3 min.)
17. **Aplazamiento**	presidente	

La próxima reunión se realizará el 29 de noviembre del 2018 con una cena ligera a las 5:00 p.m. y la reunión comienza a las 5:30 p.m.
5005 Business Park North, Suite 130- Sala de juntas

Esto es para certificar que esta notificación de la agenda se publicó en el vestíbulo de la oficina de administración de CAPK en 5005 Business Park North, Bakersfield, CA y en línea en www.capk.org antes de las 12:00 p.m. el 24 de octubre del 2018
Lisa Price, Coordinadora de gobernanzas del programa

COMMUNITY ACTION PARTNERSHIP OF KERN
POLICY COUNCIL MEETING MINUTES
September 20, 2018
5005 Business Park North
Board Room 130

1. **Call to Order – Chairperson, Enrique Salazar, Jr.**, 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 we are dedicated to helping people help themselves and each other."
2. **Roll Call/Set Quorum – Secretary, Nicole Walker.** Quorum was established.
   PC Members Present: Jacqueline Boykin, Amber Dunlap, Nicole Walker, Daisy Valencia, Enrique Salazar, Jr., Joanna Guillen, Destiny Thompson-Butler, Rosa Reyes, Ana Lester, Lindsay Harrison.
3. **Approval of Agenda – Chairperson** **(**ACTION)**
   a. Motion for approval of the PC Agenda as amended removing item 8.b. dated August 30, 2018, was made by Destiny Thompson-Butler; Amber Dunlap seconded; motion carried unanimously.
4. **Approval of Minutes – Chairperson** **(**ACTION)**
   a. Motion for approval of the PC meeting minutes dated July 26, 2018, was made by Joanna Guillen; Jacqueline Boykin seconded; motion carried unanimously.
5. **Presentation of Guests/Public Forum**
   The following guests were in attendance: Jerry Meade, Program Design and Management Administrator; Claudia Sanchez, FSW Sterling; LeTisha Brooks, Program Manager; Lisa Price, Program Governance Coordinator; Bryan Lopez, IT Specialist; Emily Gonzalez Demont, Assistant Director of Grants Management; Yolanda Gonzales, Director of Head Start and State Child Development; Donna Holland, Fiscal Administrator; Nila Hogan, Pete Parra Parent Committee Chairperson; Jasmene del Aguila, Leadership Counsel for Justice and Accountability; Adeyinka Glover, Leadership Counsel for Justice and Accountability.
   a. *(The public wishing to address the full Policy Council may do so at this time. Policy Council members may respond briefly to statements made or questions posed. However, the PC will take no action other than referring the item(s) to staff for study and analysis. Speakers are limited to five minutes each. If more than one person wishes to address the same topic, total group time for the topic will be 10 minutes. Please state your name before making your presentation. Thank you.)*
6. **Standing Committee Reports** *(five minutes each)*
   a. School Readiness Committee
   No report. Next meeting not announced.
   b. Planning Committee, Victoria Garcia Carlos
   Jerry shared enrollment for August 2018. All EHS Programs were fully enrolled and HS Kern is working to meet full enrollment. Disabilities, over income, and average Daily attendance were all in line with head start expectations. Next meeting to be held October 2, 2018.
   c. Finance Committee, Amber Dunlap
   The sub-committee members reviewed the current Budget-to-Actuals for each program including parent travel. Next meeting to be held September 19, 2018.
   d. By-Laws Committee
   No report. Next meeting not announced.
7. **Presentations**
   a. Leadership Counsel for Justice and Accountability – Adeyinka Glover & Jasmene del Aguila
   Ms. Glover provided information about Leadership Counsel for Justice and Accountability. The community advocacy program to ensure equitability and fair legal issues are prominent within the State. PC member asked questions regarding their personal situations that were fielded accordingly by Ms. Glover and her colleague Ms. Del Aguila. The council was invited to participate in their Summer Reginal Convening on September 22 at CAPK's Friendship House.

8. **New Business** – Chairperson **(**ACTION)**
   a. Early Head Start San Joaquin Refunding Application – Emily Gonzalez Demont
      Mrs. Gonzalez Demont presented the Council with the 2019-2020 Refunding Application for EHS San Joaquin. She shared there were no changes to the program operations and funding would remain the same as the current year. She requested to the council to approve with resolution to submit the application. Rosa Reyes; Amber Dunlap seconded; motion carried unanimously
   b. Item Removed.
   c. Request to change scheduled October Policy Council meeting date – Lisa Price, Program Governance Coordinator
      Ms. Price shared that the October Policy Council meeting is scheduled at a time when staff were not available to attend. Through discussion from council members, the October meeting was proposed to be changed to be held on October 30, 2018, at 5:30 PM. A motion for approval of the new date was made by Amber Dunlap; Joanna Guillen seconded; motion carried unanimously
9. **Communications**
   a. Kern Head Start Budget vs. Actual Expenditures, March 1, 2018 through August 31, 2018
   b. Kern Early Head Start Budget vs. Actual Expenditures, March 1, 2018 through August 31, 2018
   c. San Joaquin Early Head Start Budget vs. Actual Expenditures, February 1, 2018 through August 31, 2018
   d. Early Head Start Child Care Partnerships Budget vs. Actual Expenditures, September 1, 2017 through August 31, 2018
   e. Parent Local Travel & Child Care through August 31, 2018
   f. Parent Activity Funds through August 31, 2018
   g. Kern Head Start and Early Head Start Non-Federal Share and In-Kind Report, March 1, 2018 through August 31, 2018
   h. San Joaquin Early Head Start Non-Federal and In-Kind Report, February 1, 2018 through August 31, 2018
   i. Notice of Award 09CH9142-05-04 ~ Department of Health and Human Services, Administration for Children and Families
   j. Policy Council Planning Committee Minutes – August 6, 2018 (English/Spanish)
   k. Head Start/ Early Head Start School Readiness Meeting Dates
   l. Healthy Kern Free Farmers Market ~ Lamont Library
   m. Feed the Need~ Kern County Fair
   n. Veterans Stand Down ~ Stramler Park

   The Chairperson called for a motion to move and file the July 26, 2018, Communications. Motion made by Amber Dunlap to move and file the Communications items (a) through (l).
10. **Program Governance Report/Training** – Lisa Price, Program Governance Coordinator
    Ms. Price thanked the Policy Council members for their attendance and participation in the theme for the evening. Ms. Price provided a parent meeting overview explaining the process of returning to the Council. She shared the Regional Parent Committee Meeting were scheduled for October and at the Regional Parent Committee meetings, the next Policy Council will be elected. She hoped to see many of the members there.
11. **Community Representative Report** – Ana Lester/Lindsay Harrison
    Ms. Lester spoke about the Free Citizens Workshop scheduled for September 22 at East Bakersfield High School. A flyer was provided with the details of the even. Ms. Harrison shared information regarding Dress for Success Bakersfield, Fall Clearance sale. A flyer was provided with the details. Ms. Harrison and members from the council shared the deals they have received in purchasing gently used business attire at lost costs from this event in the past.
12. **Early Head Start San Joaquin Report** – Rosa Reyes, San Joaquin Parent
    Ms. Reyes shares that on Saturday, September 15th San Joaquin participated in a local community event, Family Day at the Park. The event attracts approximately 2000 families annually. The focus in on early

language and literacy development for young children. Program services were provided to families. Staff collected contact information 34 potential new enrollees. Ms. Reyes invited the council to come up and participate in 2019.

13. **Early Head Start Partnership Report** – Yolanda Gonzales, Director of Head Start and State Child Development Services.

    Mrs. Gonzales shared that Partnership program was going well.

14. **Board of Directors Representatives Report** – No report as Yolanda Ochoa was attending a CAPK event also scheduled for the same evening.

15. **Director's Report (HS/State Child Development)** – Yolanda Gonzales, Director of Head Start/State Child Development

    Mrs. Gonzales thanked the members for being present and making quorum. She shared that we were a month into the new school year and that center staff were still on "protected time" as the beginning of the new school year is always busy. She shared that many grants are dues during this time of year and staff are working diligently to complete the planning and development of these grant actions. New funding opportunities are available, and staff will explore all options to expand funding for our program. She once again thanked the council for their commitment and service.

16. **Policy Council Chairperson/Announcements** – Enrique Salazar, Jr., Chairperson

    Mr. Salazar expressed his thanks for attending meetings throughout the long year, as their term only had one more month to go. He introduced Ms. Hogan as the recently elected Parent Committee Chairperson at Pete Parra. He reminded the council to connect with Jerry and or Lisa to support the letters of reference requested at the September meeting.

17. **Adjournment** –Chairperson

    The meeting was adjourned at 6:29 p.m. by the Chairperson.

ASOCIACIÓN DE ACCIÓN COMUNITARIA DE KERN
MINUTOS DE LA REUNIÓN DEL CONSEJO POLÍTICO
20 de septiembre del 2018
5005 Business Park North
Sala de juntas 130

1. **Llamada a la orden – presidente, Enrique Salazar, Jr.**, la reunión se inició a las 5:30 p.m.
   a. Momento de silencio, Juramento de lealtad
   b. Lectura de la promesa de Acción Comunitaria
   "La Comunidad de Acción cambia la vida de las personas, encarna el espíritu de esperanza, mejora las comunidades, y hace que Estados Unidos sea un mejor lugar para vivir. Nos preocupamos por toda la comunidad y estamos dedicados a ayudar a las personas a ayudarse a sí mismos y ayudarse unos a otros."

2. **Pasar lista/establecer quórum – secretaria, Nicole Walker**. Quórum fue establecido.
   Miembros del consejo de políticas presentes: Jacqueline Boykin, Amber Dunlap, Nicole Walker, Daisy Valencia, Enrique Salazar, Jr., Joanna Guillen, Destiny Thompson-Butler, Rosa Reyes, Ana Lester, Lindsay Harrison.

3. **Aprobación de la agenda – presidente** **(**ACCIÓN)**
   a. Moción para la aprobación de la Agenda del Consejo de Políticas en su forma enmendada eliminando el punto 8.b. el 30 de agosto de 2018, fue hecho por Destiny Thompson-Butler; Amber Dunlap secundó; movimiento llevado por unanimidad.

4. **Aprobación de minutos – presidente** **(**ACCIÓN)**
   a. La moción para la aprobación de las actas de la reunión del Consejo de Políticas con fecha del 26 de julio de 2018 fue hecha por Joanna Guillen; Jacqueline Boykin la secundó; Moción aprobada por unanimidad.

5. **Presentación de Invitados / Foro Público**
   Los siguientes invitados estuvieron presentes Jerry Meade, Administrador de diseño y administración de programas; Claudia Sanchez, trabajador de servicios familiares del centro Sterling; LeTisha Brooks, Directora del programa; Lisa Price, Coordinador de Gobernanza del Programa; Bryan Lopez, Especialista en tecnología información; Emily Gonzalez Demont, Subdirectora de Gestión de subvenciones; Yolanda Gonzales, Directora de Head Start y Desarrollo para niños del Estado; Donna Holland, Administrador fiscal; Nila Hogan, Presidente del Comité de Padres del centro de Pete H. Parra; Jasmene del Aguila, Consejo de liderazgo para la justicia y la rendición de cuentas; Adeyinka Glover, Consejo de liderazgo para la justicia y la rendición de cuentas.
   a. *(El público que desee dirigirse al Consejo de Políticas completo puede hacerlo en este momento. Los miembros del Consejo de Política pueden responder brevemente a las declaraciones hechas o a las preguntas formuladas. Sin embargo, el Consejo de Políticas no tomará ninguna otra acción que no sea la de referir los elementos al personal para su estudio y análisis. Los oradores están limitados a cinco minutos cada uno. Si más de una persona desea abordar el mismo tema, el tiempo total del grupo para el tema será de 10 minutos. Por favor, indique su nombre antes de hacer su presentación. Gracias.)*

6. **Informes del Comité permanente** *(cinco minutos cada uno)*
   a. Comité de preparación Escolar
   Sin informe. Próxima reunión no anunciada.
   b. Comité de planificación, Victoria Garcia Carlos
   Jerry compartió la inscripción para agosto de 2018. Todos los programas de Early Head Start estaban completamente inscritos y Head Start Kern está trabajando para cumplir con la inscripción completa. Las discapacidades, los ingresos excesivos y la asistencia diaria promedio estuvieron en línea con las expectativas de Head Start. La próxima reunión se llevará a cabo el 2 de octubre de 2018.
   c. Comité de finanzas, Amber Dunlap

Los miembros del subcomité revisaron el actual Presupuesto a datos reales para cada programa, incluido el viaje de los padres. Próxima reunión a celebrarse el 19 de septiembre de 2018.

d. Comité de estatutos
Sin informe. Próxima reunión no anunciada.

7. **Presentaciones**
   a. Consejo de Liderazgo para la Justicia y la Responsabilidad - Adeyinka Glover & Jasmene del Aguila
   La Sra. Glover proporcionó información sobre el Consejo de Liderazgo para la Justicia y la Responsabilidad. El programa de defensa de la comunidad para garantizar la equidad y los problemas legales justos son prominentes dentro del Estado. El miembro del Consejo de Políticas hizo preguntas sobre sus situaciones personales que fueron respondidas en consecuencia por la Sra. Glover y su colega, la Sra. Del Aguila. El consejo fue invitado a participar en su Convocatoria de verano el 22 de septiembre en la Casa de la Amistad de CAPK.

8. **Nuevos negocios** – presidente **(**ACCIÓN)**
   a. Solicitud de reembolso de Early Head Start San Joaquin– Emily Gonzalez Demont
   La Sra. Gonzalez Demont presentó al Consejo la Solicitud de reembolso de 2019-2020 para Early Head Start San Joaquin. Ella compartió que no hubo cambios en las operaciones del programa y que la financiación se mantendría igual que el año en curso. Solicitó al consejo que aprobara con resolución la presentación de la solicitud. Rosa Reyes; Amber Dunlap secundó; movimiento llevado por unanimidad
   b. Elemento eliminado.
   Solicitud para cambiar la fecha programada de la reunión del Consejo de Políticas de octubre - Coordinadora de Gobierno del Programa Lisa Price
   La Sra. Price compartió que la reunión del Consejo de Políticas de octubre está programada en un momento en que el personal no estaba disponible para asistir. A través de la discusión de los miembros del consejo, se propuso que la reunión de octubre se modificara para celebrarse el 30 de octubre de 2018, a las 5:30 p.m. Amber Dunlap hizo una moción para aprobar la nueva fecha; Joanna Guillen la secundó; movimiento llevado por unanimidad.

9. **Comunicaciones**
   a. Presupuesto de Kern Head Start versus gastos reales, 1 de marzo del 2018 hasta el 31 de agosto del 2018
   b. Presupuesto de Kern Early Head Start versus gastos reales, 1 de marzo de 2018 hasta 31 de agosto del 2018
   c. Presupuesto de San Joaquin de Early Head Start versus gastos reales,1 de febrero del 2018 hasta el 31 de agosto del 2018
   d. Presupuesto de asociaciones de Early Head Start Child versus gastos reales, 1 de septiembre del 2017 hasta el 31 de agosto del 2018
   e. Viaje local para padres y cuidado para niños hasta el 31 de agosto del 2018
   f. Fondos de actividades para padres hasta el 31 de agosto del 2018
   g. Kern Head Start y Early Head Start informe no federal de participación y registro laboral de contribución, del 1 de marzo del 2018 hasta el 31 de agosto 2018
   h. San Joaquin Early Head Start informe no federal de participación y registro laboral de contribución 31 de agosto del 2018
   i. Aviso de adjudicación 09CH9142-05-04 ~ Departamento de Salud y Servicios Humanos, Administración para Niños y Familias
   j. Acta del Comité de Planificación del Consejo de Políticas - 6 de agosto de 2018 (inglés / español)
   k. Head Start/ Early Head Start Preparación para la escuela Fechas de reuniones
   l. Mercado libre de agricultores saludables Kern ~ Biblioteca Lamont (Lamont Library)
   m. Alimentar la necesidad ~ Feria del condado de Kern (Kern County Fair)
   n. Los veteranos se retiran (Veterans Stand Down) ~ Stramler Park ~

El presidente solicitó una moción para mover y presentar el 26 de julio de 2018, Comunicaciones. La moción hecha por Amber Dunlap para mover y archivar los elementos de Comunicaciones (a) a (l).

10. **Informe de gobernanza del programa/capacitación** – Lisa Price, Coordinadora de gobernanza

La Sra. Price agradeció a los miembros del Consejo de Políticas por su asistencia y participación en el tema de la noche. La Sra. Price proporcionó un resumen de la reunión de padres que explica el proceso de regresar al Consejo. Ella compartió que la reunión del Comité Regional de Padres se programó para octubre y en las reuniones del Comité Regional de Padres se elegirá el próximo Consejo de Políticas. Ella esperaba ver a muchos de los miembros allí.

11. **Informe representativo comunitario** – Ana Lester/Lindsay Harrison

La Sra. Lester habló sobre el Taller gratuito para ciudadanos programado para el 22 de septiembre en la Escuela secundaria del este de Bakersfield (East Bakersfield High School). Se proporcionó un folleto con los detalles de la pareja. La Sra. Harrison compartió información sobre Vestirse para el éxito (Dress for Success) Bakersfield, venta de liquidación de otoño. Se proporcionó un folleto con los detalles. La Sra. Harrison y los miembros del consejo compartieron los acuerdos que recibieron en la compra de atuendos de negocios bien usados a costos perdidos por este evento en el pasado.

12. **Informe de Early Head Start de San Joaquin** – Rosa Reyes, San Joaquin Padre

La Sra. Reyes comparte que el sábado 15 de septiembre, San Joaquín participó en un evento de la comunidad local, Día de la familia en el parque. El evento atrae a aproximadamente 2000 familias al año. El enfoque en el desarrollo temprano del lenguaje y la alfabetización para niños pequeños. Los servicios del programa fueron proporcionados a las familias. El personal recolectó información de contacto de 34 posibles nuevos inscritos. La Sra. Reyes invitó al consejo a venir y participar en 2019.

13. **Informe de asociación de Early Head Start** – Yolanda Gonzales, directora de Head Start/desarrollo para niños estatal

La Sra. Gonzales compartió que el programa de asociación iba bien.

14. **Informe de representantes de la junta directiva** – No hay informes ya que Yolanda Ochoa asistía a un evento de CAPK también programado para la misma noche.

15. **Informe de la directora (Head Start/Desarrollo de niños del estado)** – Yolanda Gonzales, directora de Head Start/desarrollo para niños estatal

La Sra. Gonzales agradeció a los miembros por estar presentes y hacer quórum. Ella compartió que estábamos un mes en el nuevo año escolar y que el personal del centro todavía estaba en "tiempo protegido" ya que el comienzo del nuevo año escolar siempre está ocupado. Ella compartió que muchas subvenciones son cuotas durante esta época del año y que el personal está trabajando diligentemente para completar la planificación y el desarrollo de estas acciones. Hay nuevas oportunidades de financiamiento disponibles y el personal explorará todas las opciones para ampliar el financiamiento para nuestro programa. Ella una vez más agradeció al consejo por su compromiso y servicio.

16. **Presidente del consejo de política /anuncios** – Enrique Salazar, Jr., presidente

Mr. El Sr. Salazar expresó su agradecimiento por asistir a las reuniones durante todo el largo año, ya que su mandato solo tenía un mes más. Presentó a la Sra. Hogan como la recientemente elegida presidenta del Comité de Padres en Pete H. Parra. Recordó al consejo que se conecte con Jerry y Lisa para respaldar las cartas de referencia solicitadas en la reunión de septiembre.

17. **Aplazamiento** – presidente

La reunión fue aplazada a las 6:29 p.m. por el presidente.

COMMUNITY ACTION PARTNERSHIP OF KERN
MEMORANDUM

To: Policy Council

From: Jerry Meade, Program Design and Management Administrator

Subject: Application for Continued Funding of Head Start and Early Head Start Kern – **Action Item**

Date: October 30, 2018

Head Start is requesting approval to submit an application for 2019-2020 continued funding of the Head Start and Early Head Start Kern grant #09CH9142.

This application is in addition to the DRS Grant application and will provide funding between March 1, 2019 and the new grant award date. There are no planned changes to the program's service delivery in this application. CAPK will continue to provide center and home-based services to 2041 preschool aged children (Head Start) and 328 infant and toddlers Early Head Start. The funding will include $24,856,802 in base funds and $346,172 in Training and Technical Assistance funds, for a total of $25,202,974 in funding.

Recommendation:
Staff recommends the Policy Council approve the application for continued funding of Head Start and Early Head Start Kern for the 2019-2020 budget period.

Attachment:
Kern Budget Detail by Major Category

HEAD START & EARLY HEAD START KERN
CALIFORNIA DEPARTMENT OF EDUCATION & CHILD AND ADULT CARE FOOD PROGRAM
2019-2020 BUDGET

BUDGETED EXPENDITURES

Head Start/Early Head Start Program Operations, Training & Technical Assistance, California Department of Education, Child & Adult Care Food Program	2018-2019 BUDGET	2019-2020 BUDGET	VARIANCE increase (decrease)	Comments
PERSONNEL	**16,977,583**	**18,234,826**	**1,257,243**	2.6% COLA; cost of reorganization Sept 2018
FRINGE BENEFITS	**5,408,949**	**6,018,694**	**609,745**	2.6% COLA; cost of reorganization Sept 2018; increased cost of medical insurance
TRAVEL	**74,276**	**86,276**	**12,000**	Supplemental T&TA awarded in 2018
EQUIPMENT	**53,000**	**-**	**(53,000)**	No planned equipment purchases
SUPPLIES				
Office Supplies	272,470	291,460	**18,990**	Anticipate increased costs
Child and Family Services Supplies	723,014	723,014	-	
Food Services Supplies	108,900	108,900	-	
Other Supplies	182,193	186,259	**4,066**	Anticipate Increased cost to T&TA
TOTAL SUPPLIES	**1,286,577**	**1,309,633**	**23,056**	
CONTRACTUAL				
Administrative Services	65,000	30,000	**(35,000)**	Deleted organizational consultant
Training & Technical Assistance	17,174	12,600	**(4,574)**	Anticipate decreased cost to T&TA
Other Contracts	83,830	83,830	-	
TOTAL CONTRACTUAL	**166,004**	**126,430**	**(39,574)**	
OTHER				
Rent	648,121	656,611	**8,490**	Anticipated increased costs
Mortgage	386,748	386,748	-	
Utilities, Telephone	767,410	767,410	-	
Building & Child Liability Insurance	119,800	119,800	-	
Building Maintenance/Repair	849,388	903,666	**54,278**	Anticipated increased costs
Local Travel (children)	43,140	43,140	-	
Nutrition Services	1,057,058	1,057,058	-	
Child Services Consultants	22,000	22,000	-	
Volunteers	14,405	14,405	-	
Parent Services	42,396	42,396	-	
Publications/Advertising/Printing	122,700	122,700	-	
Training or Staff Development	135,078	217,966	**82,888**	Supplemental T&TA awarded in 2018
Other	510,432	512,232	**1,800**	Increased costs - vehicle registration
TOTAL OTHER	**4,718,676**	**4,866,132**	**147,456**	
INDIRECT	**2,155,691**	**2,226,433**	**70,742**	
BUDGETED EXPENDITURES	**30,840,756**	**32,868,424**	**2,027,668**	

HEAD START & EARLY HEAD START KERN
CALIFORNIA DEPARTMENT OF EDUCATION & CHILD AND ADULT CARE FOOD PROGRAM
2019-2020 BUDGET

REVENUES

STATE & FEDERAL REVENUES	2018-2019 BUDGET	2019-2020 BUDGET	VARIANCE increase (decrease)	
Head Start Program Operations	20,237,408	20,763,581	526,173	COLA
Head Start Training & Technical Assistance	145,350	249,168	103,818	Supplemental T&TA awarded in 2018
Early Head Start Program Operations	3,989,494	4,093,221	103,727	COLA
Early Head Start Training & Technical Assistance	97,004	97,004	-	
Subtotal Head Start/Early Head Start	**24,469,256**	**25,202,974**	**733,718**	
Estimated Child & Adult Care Food Program	1,265,857	1,339,959	74,102	Based on prior 12 months actual
Estimated California Department of Education	5,105,643	6,325,491	1,219,848	CSPP Expansion + funding increases
Subtotal Additional Revenues	**6,371,500**	**7,665,450**	**1,293,950**	
TOTAL STATE & FEDERAL REVENUES	**30,840,756**	**32,868,424**	**2,027,668**	

SUMMARY - 2019-2020

TOTAL REVENUES	32,868,424
TOTAL BUDGETED EXPENDITURES	32,868,424
DIFFERENCE	-

ESTIMATED ADMINISTRATIVE RATE **9.64%**

NOTES:

Child Education & Development Services uses California Department of Education and Child & Adult Care Food Program revenues to support Head Start & Early Head Start services; however, this application is for Head Start and Early Head Start funds only.

Non-federal share of funding required by Head Start and Early Head Start will be $6,300,744. The state portion of California Department of Education funds, estimated at approximately $2,800,000, will be used toward non-federal share. The remainder will be furnished by volunteers, professionals, and other contributors.

COMMUNITY ACTION PARTNERSHIP OF KERN
MEMORANDUM

To: Policy Council

From: Jerry Meade, Program Design and Management Administrator

Subject: Application for Duration Funding of Head Start Kern – **Action Item**

Date: October 30, 2018

The Head Start and State Child Development division is requesting approval to submit an application for supplemental funds available from the Office of Head Start to extend the duration of services for our Head Start program. OHS announced the availability of $260 million to be awarded for the purpose of increasing the total in the number of hours of high-quality early learning in Head Start center-based program options. Only Head Start grantees they do not provide continuous service is equivalent to full-day for 45% or more of their Head Start center-based program options they apply. Full day school is defined as more than 1020 contact hours annually. The due date for this application is December 1, 2018.

CAPK's Head Start program currently offers a full-day equivalent to only 43% of our center - based program option which qualifies our program to apply for the supplemental dollars. The application will request supplemental funds to increase base funding to support an additional 40 of are currently funded program participants to benefit from a school full day service. If awarded 45% of our center-based program participants will be receiving the equivalent to full-day services.

Recommendation:
Staff recommends the Policy Council approve the Duration application for Head Start Kern for the 2019 – 2020 budget period.

Attachment:
Kern Duration and Start Up Budget Detail by Major Category

HEAD START DURATION FUNDING
2019-2020
ANNUALIZED BUDGET

HEAD START DURATION FUNDING	ANNUAL BUDGET
PERSONNEL	**223,623**
FRINGE BENEFITS	**73,930**
SUPPLIES	
Office Supplies	2,250
Other Supplies	3,000
TOTAL SUPPLIES	**5,250**
OTHER	
Rent	29,820
Utilities, Telephone	11,600
Building & Child Liability Insurance	2,000
Building Maintenance/Repair	8,900
TOTAL OTHER	**52,320**
INDIRECT	**35,512**
TOTAL BUDGET	**390,635**
ESTIMATED ADMINISTRATIVE RATE	**7.27%**

The Non-Federal Share required by Head Start will be $97,659.

COMMUNITY ACTION PARTNERSHIP OF KERN
MEMORANDUM

To: Policy Council

From: Donna Holland, Fiscal Administrator

Subject: Head Start - Kern
Budget to Actual Report for the Period Ended September 30, 2018 – Info Item

Date: October 30, 2018

The following are highlights of the Kern Head Start Budget to Actual Report for the period March 1, 2018 through September 30, 2018. Seven months (58%) of the 12-month budget period have elapsed.

Base Funds
Overall expenditures are at 50% of the budget.

Salaries & Fringe Benefits: Most employees assigned to Head Start are on a part-year schedule. There were no salary or payroll tax costs for these employees during the months of June, July, and part of August. These costs are expected to "catch up" as the budget period progresses.

Equipment: The budget provided for the purchase of a replacement gas convection steamer for the Central Kitchen. The actual cost was less than budgeted.

Supplies: Costs will increase now that part-year staff and children have returned (mid-August).

Contractual: Legal fees expended are lower than budgeted at this point in the budget period.

Training & Technical Assistance Funds
Overall expenditures are at 80% of the budget. Base Funds were budgeted to cover anticipated additional expenses.

Carryover
The Office of Head Start approved the carryover of funds from the prior budget period in the amount of $512,812 for the following projects:

- Replacement food delivery vans (3) – purchased;
- Replacement program vehicle (1) – procurement is in progress;
- Replacement maintenance utility vehicle (1) – procured; delivery is pending;
- Replacement convection oven (1) – purchased;
- Facility improvements at the Delano and Harvey L. Hall child development centers – work is in progress.

Non-Federal Share (Head Start and Early Head Start Combined)
Non-Federal share is at 61% of the budget.

Community Action Partnership of Kern
Head Start - Kern
Budget to Actual Report

Budget Period: March 1, 2018 - February 28, 2019
Report Period: March 1, 2018 - September 30, 2018
Month 7 of 12 (58%)

Prepared 10/10/2018

	HEAD START				
BASE FUNDS	**BUDGET**	**ACTUAL**	**REMAINING**	**% SPENT**	**% REMAINING**
PERSONNEL	10,597,810	5,256,464	5,341,346	50%	50%
FRINGE BENEFITS	3,533,118	1,831,440	1,701,678	52%	48%
TRAVEL	5,000	0	5,000	0%	100%
EQUIPMENT	23,000	16,760	6,240	73%	27%
SUPPLIES	886,988	374,449	512,539	42%	58%
CONTRACTUAL	126,502	53,405	73,097	42%	58%
OTHER	3,764,462	2,205,767	1,558,695	59%	41%
INDIRECT	1,826,701	625,381	1,201,320	34%	66%
TOTAL BASE FUNDING	**20,763,581**	**10,363,666**	**10,399,915**	**50%**	**50%**
TRAINING & TECHNICAL ASSISTANCE					
TRAVEL	45,946	42,656	3,290	93%	7%
SUPPLIES	20,839	18,853	1,986	90%	10%
CONTRACTUAL	8,944	6,106	2,838	68%	32%
OTHER	150,787	113,207	37,580	75%	25%
INDIRECT	22,652	17,986	4,666	79%	21%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**249,168**	**198,808**	**50,360**	**80%**	**20%**
CARRYOVER					
EQUIPMENT	134,000	106,099	27,901	79%	21%
OTHER	343,802	0	343,802	0%	100%
INDIRECT	34,380	0	34,380	0%	100%
TOTAL CARRYOVER	**512,182**	**106,099**	**406,083**	**21%**	**79%**
GRAND TOTAL HS FEDERAL FUNDS	**21,524,931**	**10,668,573**	**10,856,358**	**50%**	**50%**

HEAD START and EARLY HEAD START KERN NON-FEDERAL SHARE

SOURCE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	2,638,566	1,933,966	704,600	73%	27%
CALIF DEPT OF ED	3,804,474	2,006,806	1,797,668	53%	47%
TOTAL NON-FEDERAL	**6,443,040**	**3,940,772**	**2,502,268**	**61%**	**39%**

Budget reflects Notice of Award #09CH9142-05-04 (adjusted for Child Care Food Subsidy).
Actual expenditures include posted expenditures and estimated adjustments through 09/30/2018.
Administrative Cost for HS and EHS Kern **8.0%**

Agency-Wide Credit Card Report

	CURRENT	1 TO 30	31 TO 60	61 TO 90	TOTAL	STATEMENT DATE
Bank of America	37,789				**37,789**	9/21/2018
Lowe's	7,307	946			**8,253**	9/25/2018
Smart & Final		64			**64**	9/30/2018
Save Mart	3,085				**3,085**	9/30/2018
Chevron & Texaco Business Card	9,389				**9,389**	10/5/2018
Home Depot	9,404	726			**10,130**	10/5/2018
	66,974	**1,736**	**0**	**0**	**68,710**	

COMMUNITY ACTION PARTNERSHIP OF KERN
MEMORANDUM

To: Policy Council

From: Donna Holland, Fiscal Administrator

Subject: Early Head Start – Kern
Budget to Actual Report for the Period Ended September 30, 2018

Date: October 30, 2018

The following are highlights of the Kern Early Head Start Budget to Actual Report for the period March 1, 2018 through September 30, 2018. Seven months (58%) of the 12-month budget period have elapsed.

Base Funds
Overall expenditures are now at 44% of the budget.

Salaries & Fringe Benefits costs are low compared to this point in the budget period. Staff continuously monitor these categories to identify possible savings that may be used elsewhere in the program.

Equipment: The budget provides for the purchase of a replacement program vehicle; procurement of this vehicle is in progress.

Contractual: Legal fees expended are lower than budgeted at this point in the budget period.

Training & Technical Assistance Funds
Overall expenditures are at 36% of the budget. A number of training events are taking place this month; the costs will be reflected in the October budget to actual report.

Carryover
The Office of Head Start approved the carryover of funds from the prior budget period in the amount of $57,000 for the following purchases:

- Replacement food delivery van (1) – purchased;
- Replacement program vehicle (1) – procurement is in progress.

Community Action Partnership of Kern
Early Head Start - Kern
Budget to Actual Report
Budget Period: March 1, 2018 - February 28, 2019
Report Period: March 1, 2018 - September 30, 2018
Month 7 of 12 (58%)

Prepared 10/10/2018

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	2,221,842	944,086	1,277,756	42%	58%
FRINGE BENEFITS	655,042	301,371	353,671	46%	54%
EQUIPMENT	30,000	0	30,000	0%	100%
SUPPLIES	263,896	120,391	143,505	46%	54%
CONTRACTUAL	22,328	9,082	13,246	41%	59%
OTHER	535,893	282,030	253,863	53%	47%
INDIRECT	364,220	162,046	202,174	44%	56%
TOTAL BASE FUNDING	**4,093,221**	**1,819,005**	**2,274,216**	**44%**	**56%**
TRAINING & TECHNICAL ASSISTANCE					
TRAVEL	35,330	6,109	29,221	17%	83%
SUPPLIES	4,020	3,725	295	93%	7%
CONTRACTUAL	3,656	2,706	950	74%	26%
OTHER	45,179	19,542	25,637	43%	57%
INDIRECT	8,819	3,196	5,623	36%	64%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**97,004**	**35,278**	**61,726**	**36%**	**64%**
CARRYOVER					
EQUIPMENT	57,000	28,971	28,029	51%	49%
INDIRECT	0	0	0		
TOTAL CARRYOVER	**57,000**	**28,971**	**28,029**	**51%**	**49%**
GRAND TOTAL EHS FEDERAL FUNDS	**4,247,225**	**1,883,254**	**2,363,971**	**44%**	**56%**

Budget reflects Notice of Award #09CH9142-05-04 (adjusted for Child Care Food Subsidy)
Actual expenditures include posted expenditures and estimated adjustments through 09/30/2018.

COMMUNITY ACTION PARTNERSHIP OF KERN
MEMORANDUM

To: Policy Council

From: Donna Holland, Fiscal Administrator

Subject: Early Head Start – San Joaquin
Budget to Actual Report for the Period Ended September 30, 2018 – Info Item

Date: October 30, 2018

The following are highlights of the San Joaquin Early Head Start Budget to Actual Report for the period February 1, 2018 through September 30, 2018. Eight months (67%) of the 12-month budget period have elapsed.

Base Funds
Overall expenditures are at 65% of the budget.

Travel costs are high compared to the period elapsed. Travel costs in addition to regular monthly support were incurred as staff prepared for the Office of Head Start Focus Area Two Monitoring event, which took place in May 2018. Travel costs for monthly support will continue through the end of the budget period.

The **Equipment** budget provides for two replacement vehicles, which have not yet been purchased.

Training & Technical Assistance Funds
Overall expenditures are at 62% of the budget.

Travel costs are higher than expected compared to the period elapsed. The overage will be covered by decreasing expenditures in other categories.

Non-Federal Share
Non-Federal share is at 58% of the budget.

Community Action Partnership of Kern
Early Head Start - San Joaquin County
Budget to Actual Report
Budget Period: February 1, 2018 - January 31, 2019
Report Period: February 1, 2018 - September 30, 2018
Month 8 of 12 (67%)

Prepared 10/10/2018

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	3,097,074	1,957,677	1,139,397	63%	37%
FRINGE BENEFITS	827,018	584,193	242,825	71%	29%
TRAVEL	20,232	17,397	2,835	86%	14%
EQUIPMENT	47,500	0	47,500	0%	100%
SUPPLIES	135,535	91,080	44,455	67%	33%
CONTRACTUAL	11,923	10,140	1,783	85%	15%
OTHER	593,113	400,129	192,984	67%	33%
INDIRECT	445,116	288,847	156,269	65%	35%
TOTAL	**5,177,511**	**3,349,464**	**1,828,047**	**65%**	**35%**
TRAINING & TECHNICAL ASSISTANCE FUNDS					
PERSONNEL	25,200	13,356	11,844	53%	47%
FRINGE BENEFITS	8,689	5,978	2,711	69%	31%
TRAVEL	9,959	12,317	(2,358)	124%	-24%
SUPPLIES	7,961	3,609	4,352	45%	55%
CONTRACTUAL	3,500	0	3,500	0%	100%
OTHER	53,033	31,953	21,080	60%	40%
INDIRECT	10,833	6,709	4,124	62%	38%
TOTAL	**119,175**	**73,923**	**45,252**	**62%**	**38%**
GRAND TOTAL EHS FEDERAL FUNDS	**5,296,686**	**3,423,387**	**1,873,299**	**65%**	**35%**

NON-FEDERAL SHARE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	1,324,172	763,218	560,954	58%	42%
TOTAL NON-FEDERAL FUNDS	**1,324,172**	**763,218**	**560,954**	**58%**	**42%**

Centralized Administrative Cost	7.1%
Program Administrative Cost	2.4%
Total Administrative Cost	**9.5%**

Budget reflects Notice of Award #09CH010071-04-03
Actual expenditures include posted expenditures and estimated adjustments through 9/30/2018

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 August 31, 2018 – Info Item

Date: October 30, 2018

The following are highlights of the Early Head Start Child Care Partnerships Budget to Actual Report for the period September 1, 2017 through August 31, 2018. Twelve months (100%) of the 12-month budget period have elapsed.

Base Funds
Overall expenditures are at 100% of the budget.

In the **Supplies** category, purchases in the amount of $12,883 were obligated during the prior budget period, but the supplies were received after August 31, 2017. At that time the carry over funds had not yet been approved; thus, the costs were recognized in the base grant. Additional office and program supplies ($2,521) were purchased during the year.

In the **Other** category, costs of occupancy were lower than budgeted.

Expenditures in all other categories were close to 100% of the budget.

Carryover Funds
Overall expenditures are at 100% of the budget.

Unexpended funds from the prior budget period were carried over to complete facility projects at the Garden Pathways and Bakersfield College locations. Savings in the Equipment and Supplies categories were applied to facility improvements. Actual indirect costs were higher than the amount budgeted.

Training & Technical Assistance (T&TA)
Overall expenditures are at 99% of the budget. Savings in the Supplies category were used to augment other staff development costs.

Non-Federal Share
Non-Federal share is at 108% of the budget.

Community Action Partnership of Kern
Early Head Start - Child Care Partnerships
Budget to Actual Report
Budget Period: September 1, 2017 - August 31, 2018
Report Period: September 1, 2017 - August 31, 2018 - INTERIM
Month 12 of 12 (100%)

Prepared 10/10/2018

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	120,354	123,031	(2,677)	102%	-2%
FRINGE BENEFITS	32,245	31,682	563	98%	2%
SUPPLIES	1,000	14,255	(13,255)	1425%	-1325%
CONTRACTUAL	461,870	449,212	12,658	97%	3%
OTHER	12,662	9,880	2,782	78%	22%
INDIRECT	62,806	62,844	(38)	100%	0%
TOTAL BASE	**690,937**	**690,904**	**33**	**100%**	**0%**

CARRYOVER FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
EQUIPMENT	60,310	48,500	11,810	80%	20%
SUPPLIES	29,226	15,647	13,579	54%	46%
OTHER	73,353	94,893	(21,540)	129%	-29%
INDIRECT	10,258	11,054	(796)	108%	-8%
TOTAL CARRYOVER	**173,147**	**170,094**	**3,053**	**98%**	**2%**

TRAINING & TECHNICAL ASSISTANCE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
TRAVEL	5,294	3,999	1,295	76%	24%
SUPPLIES	3,506	3,348	158	95%	5%
OTHER	10,465	11,773	(1,308)	112%	-12%
INDIRECT	1,926	1,912	14	99%	1%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**21,191**	**21,031**	**160**	**99%**	**1%**

GRAND TOTAL FEDERAL FUNDS	**885,275**	**882,030**	**3,245**	**100%**	**0%**

NON-FEDERAL SHARE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	221,319	239,224	(17,905)	108%	-8%
TOTAL NON-FEDERAL FUNDS	**221,319**	**239,224**	**(17,905)**	**108%**	**-8%**

Centralized Administrative Cost	6.8%
Program Administrative Cost	1.3%
Total Administrative Cost	**8.1%**

Budget reflects Notice of Award #09HP0036-03-01.
Actual expenditures include posted expenditures and estimated adjustments through 9/30/2018.

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 September 30, 2018 – Info Item

Date: October 30, 2018

The following are highlights of the Early Head Start Child Care Partnerships Budget to Actual Report for the period September 1, 2017 through September 30, 2018. One month (8%) of the 12-month budget period has elapsed.

Base Funds
Overall expenditures are at 7% of the budget.

Training & Technical Assistance (T&TA)
Overall expenditures are at 0% of the budget. Training expenses are incurred as needed, rather than evenly each month.

Non-Federal Share
Non-Federal share is at 11% of the budget.

Community Action Partnership of Kern
Early Head Start - Child Care Partnerships
Budget to Actual Report
Budget Period: September 1, 2018 - August 31, 2019
Report Period: September 1, 2018 - September 30, 2018
Month 1 of 12 (8%)

Prepared 10/10/2018

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	130,082	8,317	121,765	6%	94%
FRINGE BENEFITS	33,248	2,244	31,004	7%	93%
SUPPLIES	1,750	23	1,727	1%	99%
CONTRACTUAL	462,028	36,000	426,028	8%	92%
OTHER	17,395	457	16,938	3%	97%
INDIRECT	64,398	4,704	59,694	7%	93%
TOTAL BASE	**708,901**	**51,744**	**657,157**	**7%**	**93%**

TRAINING & TECHNICAL ASSISTANCE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
TRAVEL	5,294	0	5,294	0%	100%
SUPPLIES	3,506	0	3,506	0%	100%
OTHER	6,473	0	6,473	0%	100%
INDIRECT	1,527	0	1,527	0%	100%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**16,800**	**0**	**16,800**	**0%**	**100%**
GRAND TOTAL FEDERAL FUNDS	**725,701**	**51,744**	**673,957**	**7%**	**93%**

NON-FEDERAL SHARE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	181,425	20,015	161,410	11%	89%
TOTAL NON-FEDERAL FUNDS	**181,425**	**20,015**	**161,410**	**11%**	**89%**

Centralized Administrative Cost	6.6%
Program Administrative Cost	0.1%
Total Administrative Cost	**6.6%**

Budget reflects Notice of Award #09HP0036-04-00.
Actual expenditures include posted expenditures and estimated adjustments through 9/30/2018.

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT LOCAL TRAVEL & CHILD CARE
2018-2019

KERN HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2018	$ 9,688.00	$ 266.15	$ 266.15	$ 9,421.85	8%	3%
APRIL 2018	$ 9,421.85	$ 197.05	$ 463.20	$ 9,224.80	17%	5%
MAY 2018	$ 9,224.80	$ 277.57	$ 740.77	$ 8,947.23	25%	8%
JUNE 2018	$ 8,947.23	$ 180.96	$ 921.73	$ 8,766.27	33%	10%
JULY 2018	$ 8,766.27	$ 210.87	$ 1,132.60	$ 8,555.40	42%	12%
AUGUST 2018	$ 8,555.40	$ 198.99	$ 1,331.59	$ 8,356.41	50%	14%
SEPTEMBER 2018	$ 8,356.41	$ 146.37	$ 1,477.96	$ 8,210.04	58%	15%
OCTOBER 2018	$ 8,210.04		$ 1,477.96	$ 8,210.04	67%	
NOVEMBER 2018	$ 8,210.04		$ 1,477.96	$ 8,210.04	75%	
DECEMBER 2018	$ 8,210.04		$ 1,477.96	$ 8,210.04	83%	
JANUARY 2019	$ 8,210.04		$ 1,477.96	$ 8,210.04	92%	
FEBRUARY 2019	$ 8,210.04		$ 1,477.96	$ 8,210.04	100%	

KERN EARLY HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2018	$ 1,262.00	$ 43.32	$ 43.32	$ 1,218.68	8%	3%
APRIL 2018	$ 1,218.68	$ 32.08	$ 75.40	$ 1,186.60	17%	6%
MAY 2018	$ 1,186.60	$ 45.17	$ 120.57	$ 1,141.43	25%	10%
JUNE 2018	$ 1,141.43	$ 29.46	$ 150.03	$ 1,111.97	33%	12%
JULY 2018	$ 1,111.97	$ 34.33	$ 184.36	$ 1,077.64	42%	15%
AUGUST 2018	$ 1,077.64	$ 32.40	$ 216.76	$ 1,045.24	50%	17%
SEPTEMBER 2018	$ 1,045.24	$ 23.83	$ 240.59	$ 1,021.41	58%	19%
OCTOBER 2018	$ 1,021.41		$ 240.59	$ 1,021.41	67%	
NOVEMBER 2018	$ 1,021.41		$ 240.59	$ 1,021.41	75%	
DECEMBER 2018	$ 1,021.41		$ 240.59	$ 1,021.41	83%	
JANUARY 2019	$ 1,021.41		$ 240.59	$ 1,021.41	92%	
FEBRUARY 2019	$ 1,021.41		$ 240.59	$ 1,021.41	100%	

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT LOCAL TRAVEL & CHILD CARE
2018-2019

SAN JOAQUIN EARLY HEAD START

MONTH	BEGINNING BALANCE		SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
FEBRUARY 2018	$ 455.00	$ -	$ -	$ 455.00	8%	0%
MARCH 2018	$ 455.00	$ -	$ -	$ 455.00	17%	0%
APRIL 2018	$ 455.00	$ -	$ -	$ 455.00	25%	0%
MAY 2018	$ 455.00	$ 2.73	$ 2.73	$ 452.27	33%	1%
JUNE 2018	$ 452.27	$ 2.73	$ 5.46	$ 449.54	42%	1%
JULY 2018	$ 449.54	$ -	$ 5.46	$ 449.54	50%	1%
AUGUST 2018	$ 449.54	$ 2.73	$ 8.19	$ 446.81	58%	2%
SEPTEMBER 2018	$ 446.81	$ 2.73	$ 10.92	$ 444.08	67%	2%
OCTOBER 2018	$ 444.08		$ 10.92	$ 444.08	75%	
NOVEMBER 2018	$ 444.08		$ 10.92	$ 444.08	83%	
DECEMBER 2018	$ 444.08		$ 10.92	$ 444.08	92%	
JANUARY 2019	$ 444.08		$ 10.92	$ 444.08	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 2018	$ 285.00	$ 26.21	$ 26.21	$ 258.79	8%	6%
OCTOBER 2018	$ 258.79		$ 26.21	$ 258.79	17%	
NOVEMBER 2018	$ 258.79		$ 26.21	$ 258.79	25%	
DECEMBER 2018	$ 258.79		$ 26.21	$ 258.79	33%	
JANUARY 2019	$ 258.79		$ 26.21	$ 258.79	42%	
FEBRUARY 2019	$ 258.79		$ 26.21	$ 258.79	50%	
MARCH 2019	$ 258.79		$ 26.21	$ 258.79	58%	
APRIL 2019	$ 258.79		$ 26.21	$ 258.79	67%	
MAY 2019	$ 258.79		$ 26.21	$ 258.79	75%	
JUNE 2019	$ 258.79		$ 26.21	$ 258.79	83%	
JULY 2019	$ 258.79		$ 26.21	$ 258.79	92%	
AUGUST 2019	$ 258.79		$ 26.21	$ 258.79	100%	

Prepared by Donna Holland
October 22, 2018

COMMUNITY ACTION PARTNERSHIP OF KERN
VIAJES LOCALES DE LOS PADRES y CUIDADO DE NINOS
2018-2019

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 2018	$ 9,688.00	$ 266.15	$ 266.15	$ 9,421.85	8%	3%
ABRIL DEL 2018	$ 9,421.85	$ 197.05	$ 463.20	$ 9,224.80	17%	5%
MAYO DEL 2018	$ 9,224.80	$ 277.57	$ 740.77	$ 8,947.23	25%	8%
JUNIO DEL 2018	$ 8,947.23	$ 180.96	$ 921.73	$ 8,766.27	33%	10%
JULIO DEL 2018	$ 8,766.27	$ 210.87	$ 1,132.60	$ 8,555.40	42%	12%
AGOSTO DEL 2018	$ 8,555.40	$ 198.99	$ 1,331.59	$ 8,356.41	50%	14%
SEPTIEMBRE DEL 2018	$ 8,356.41	$ 146.37	$ 1,477.96	$ 8,210.04	58%	15%
OCTUBRE DEL 2018	$ 8,210.04	$ -	$ 1,477.96	$ 8,210.04	67%	
NOVIEMBRE DEL 2018	$ 8,210.04	$ -	$ 1,477.96	$ 8,210.04	75%	
DICIEMBRE DEL 2018	$ 8,210.04	$ -	$ 1,477.96	$ 8,210.04	83%	
ENERO DEL 2019	$ 8,210.04	$ -	$ 1,477.96	$ 8,210.04	92%	
FEBRERO DEL 2019	$ 8,210.04	$ -	$ 1,477.96	$ 8,210.04	100%	

KERN EARLY HEAD START

MES	BALANCE INICIAL	LO QUE SE GASTO ESTE MES	LO QUE SE HA GASTADO HASTA ESTE ANO	SALDO RESTANTE	PORCEN-TAJE DEL ANO TRANSCUR-RIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
MARZO DEL 2018	$ 1,262.00	$ 43.32	$ 43.32	$ 1,218.68	8%	3%
ABRIL DEL 2018	$ 1,218.68	$ 32.08	$ 75.40	$ 1,186.60	17%	6%
MAYO DEL 2018	$ 1,186.60	$ 45.17	$ 120.57	$ 1,141.43	25%	10%
JUNIO DEL 2018	$ 1,141.43	$ 29.46	$ 150.03	$ 1,111.97	33%	12%
JULIO DEL 2018	$ 1,111.97	$ 34.33	$ 184.36	$ 1,077.64	42%	15%
AGOSTO DEL 2018	$ 1,077.64	$ 32.40	$ 216.76	$ 1,045.24	50%	17%
SEPTIEMBRE DEL 2018	$ 1,045.24	$ 23.83	$ 240.59	$ 1,021.41	58%	19%
OCTUBRE DEL 2018	$ 1,021.41	$ -	$ 240.59	$ 1,021.41	67%	
NOVIEMBRE DEL 2018	$ 1,021.41	$ -	$ 240.59	$ 1,021.41	75%	
DICIEMBRE DEL 2018	$ 1,021.41	$ -	$ 240.59	$ 1,021.41	83%	
ENERO DEL 2019	$ 1,021.41	$ -	$ 240.59	$ 1,021.41	92%	
FEBRERO DEL 2019	$ 1,021.41	$ -	$ 240.59	$ 1,021.41	100%	

COMMUNITY ACTION PARTNERSHIP OF KERN
VIAJES LOCALES DE LOS PADRES y CUIDADO DE NINOS
2018-2019

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 2018	$ 455.00	$ -	$ -	$ 455.00	8%	0%
MARZO DEL 2018	$ 455.00	$ -	$ -	$ 455.00	17%	0%
ABRIL DEL 2018	$ 455.00	$ -	$ -	$ 455.00	25%	0%
MAYO DEL 2018	$ 455.00	$ 2.73	$ 2.73	$ 452.27	33%	1%
JUNIO DEL 2018	$ 452.27	$ 2.73	$ 2.73	$ 449.54	42%	1%
JULIO DEL 2018	$ 449.54	$ -	$ -	$ 449.54	50%	1%
AGOSTO DEL 2018	$ 449.54	$ 2.73	$ 2.73	$ 446.81	58%	2%
SEPTIEMBRE DEL 2018	$ 446.81	$ 2.73	$ 2.73	$ 444.08	67%	2%
OCTUBRE DEL 2018	$ 444.08	$ -	$ -	$ 444.08	75%	
NOVIEMBRE DEL 2018	$ 444.08	$ -	$ -	$ 444.08	83%	
DICIEMBRE DEL 2018	$ 444.08	$ -	$ -	$ 444.08	92%	
ENERO DEL 2019	$ 444.08	$ -	$ -	$ 444.08	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 2018	$ 285.00	$ 26.21	$ 26.21	$ 258.79	8%	6%
OCTUBRE DEL 2018	$ 258.79	$ -	$ -	$ 258.79	17%	
NOVIEMBRE DEL 2018	$ 258.79	$ -	$ -	$ 258.79	25%	
DICIEMBRE DEL 2018	$ 258.79	$ -	$ -	$ 258.79	33%	
ENERO DEL 2019	$ 258.79	$ -	$ -	$ 258.79	42%	
FEBRERO DEL 2019	$ 258.79	$ -	$ -	$ 258.79	50%	
MARZO DEL 2019	$ 258.79	$ -	$ -	$ 258.79	58%	
ABRIL DEL 2019	$ 258.79	$ -	$ -	$ 258.79	67%	
MAYO DEL 2019	$ 258.79	$ -	$ -	$ 258.79	75%	
JUNIO DEL 2019	$ 258.79	$ -	$ -	$ 258.79	83%	
JULIO DEL 2019	$ 258.79	$ -	$ -	$ 258.79	92%	
AGOSTO DEL 2019	$ 258.79	$ -	$ -	$ 258.79	100%	

Preparado por Donna Holland
22 de octubre 2018

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT ACTIVITIES
2018-2019

KERN HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2018	$ 25,112.00	$ 1,316.90	$ 1,316.90	$ 23,795.10	8%	5%
APRIL 2018	$ 23,795.10	$ 293.79	$ 1,610.69	$ 23,501.31	17%	6%
MAY 2018	$ 23,501.31	$ 383.53	$ 1,994.22	$ 23,117.78	25%	8%
JUNE 2018	$ 23,117.78	$ 196.63	$ 2,190.85	$ 22,921.15	33%	9%
JULY 2018	$ 22,921.15	$ 196.41	$ 2,387.26	$ 22,724.74	42%	10%
AUGUST 2018	$ 22,724.74	$ 235.77	$ 2,623.03	$ 22,488.97	50%	10%
SEPTEMBER 2018	$ 22,488.97	$ 293.67	$ 2,916.70	$ 22,195.30	58%	12%
OCTOBER 2018	$ 22,195.30		$ 2,916.70	$ 22,195.30	67%	
NOVEMBER 2018	$ 22,195.30		$ 2,916.70	$ 22,195.30	75%	
DECEMBER 2018	$ 22,195.30		$ 2,916.70	$ 22,195.30	83%	
JANUARY 2019	$ 22,195.30		$ 2,916.70	$ 22,195.30	92%	
FEBRUARY 2019	$ 22,195.30		$ 2,916.70	$ 22,195.30	100%	

KERN EARLY HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2018	$ 4,088.00	$ 215.42	$ 215.42	$ 3,872.58	8%	5%
APRIL 2018	$ 3,872.58	$ 47.82	$ 263.24	$ 3,824.76	17%	6%
MAY 2018	$ 3,824.76	$ 62.43	$ 325.67	$ 3,762.33	25%	8%
JUNE 2018	$ 3,762.33	$ 32.00	$ 357.67	$ 3,730.33	33%	9%
JULY 2018	$ 3,730.33	$ 31.98	$ 389.65	$ 3,698.35	42%	10%
AUGUST 2018	$ 3,698.35	$ 38.38	$ 428.03	$ 3,659.97	50%	10%
SEPTEMBER 2018	$ 3,659.97	$ 47.80	$ 475.83	$ 3,612.17	58%	12%
OCTOBER 2018	$ 3,612.17		$ 475.83	$ 3,612.17	67%	
NOVEMBER 2018	$ 3,612.17		$ 475.83	$ 3,612.17	75%	
DECEMBER 2018	$ 3,612.17		$ 475.83	$ 3,612.17	83%	
JANUARY 2019	$ 3,612.17		$ 475.83	$ 3,612.17	92%	
FEBRUARY 2019	$ 3,612.17		$ 475.83	$ 3,612.17	100%	

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT ACTIVITIES
2018-2019

SAN JOAQUIN EARLY HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
FEBRUARY 2018	$ 9,268.00	$ 149.61	$ 149.61	$ 9,118.39	8%	2%
MARCH 2018	$ 9,118.39	$ 28.10	$ 177.71	$ 9,090.29	17%	2%
APRIL 2018	$ 9,090.29	$ 8.16	$ 185.87	$ 9,082.13	25%	2%
MAY 2018	$ 9,082.13	$ 64.92	$ 250.79	$ 9,017.21	33%	3%
JUNE 2018	$ 9,017.21	$ -	$ 250.79	$ 9,017.21	42%	3%
JULY 2018	$ 9,017.21	$ -	$ 250.79	$ 9,017.21	50%	3%
AUGUST 2018	$ 9,017.21	$ 6.76	$ 257.55	$ 9,010.45	58%	3%
SEPTEMBER 2018	$ 9,010.45	$ -	$ 257.55	$ 9,010.45	67%	3%
OCTOBER 2018	$ 9,010.45		$ 257.55	$ 9,010.45	75%	
NOVEMBER 2018	$ 9,010.45		$ 257.55	$ 9,010.45	83%	
DECEMBER 2018	$ 9,010.45		$ 257.55	$ 9,010.45	92%	
JANUARY 2019	$ 9,010.45		$ 257.55	$ 9,010.45	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 2018	$ 560.00	$ 26.21	$ 26.21	$ 533.79	8%	5%
OCTOBER 2018	$ 533.79		$ 26.21	$ 533.79	17%	
NOVEMBER 2018	$ 533.79		$ 26.21	$ 533.79	25%	
DECEMBER 2018	$ 533.79		$ 26.21	$ 533.79	33%	
JANUARY 2019	$ 533.79		$ 26.21	$ 533.79	42%	
FEBRUARY 2019	$ 533.79		$ 26.21	$ 533.79	50%	
MARCH 2019	$ 533.79		$ 26.21	$ 533.79	58%	
APRIL 2019	$ 533.79		$ 26.21	$ 533.79	67%	
MAY 2019	$ 533.79		$ 26.21	$ 533.79	75%	
JUNE 2019	$ 533.79		$ 26.21	$ 533.79	83%	
JULY 2019	$ 533.79		$ 26.21	$ 533.79	92%	
AUGUST 2019	$ 533.79		$ 26.21	$ 533.79	100%	

Prepared by Donna Holland
October 22, 2018

COMMUNITY ACTION PARTNERSHIP OF KERN
ACTIVIDADES DE LOS PADRES
2018-2019

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 2018	$ 25,112.00	$ 1,316.90	$ 1,316.90	$ 23,795.10	8%	5%
ABRIL DEL 2018	$ 23,795.10	$ 293.79	$ 1,610.69	$ 23,501.31	17%	6%
MAYO DEL 2018	$ 23,501.31	$ 383.53	$ 1,994.22	$ 23,117.78	25%	8%
JUNIO DEL 2018	$ 23,117.78	$ 196.63	$ 2,190.85	$ 22,921.15	33%	9%
JULIO DEL 2018	$ 22,921.15	$ 196.41	$ 2,387.26	$ 22,724.74	42%	10%
AGOSTO DEL 2018	$ 22,724.74	$ 235.77	$ 2,623.03	$ 22,488.97	50%	10%
SEPTIEMBRE DEL 2018	$ 22,488.97	$ 293.67	$ 2,916.70	$ 22,195.30	58%	
OCTUBRE DEL 2018	$ 22,195.30	$ -	$ 2,916.70	$ 22,195.30	67%	
NOVIEMBRE DEL 2018	$ 22,195.30	$ -	$ 2,916.70	$ 22,195.30	75%	
DICIEMBRE DEL 2018	$ 22,195.30	$ -	$ 2,916.70	$ 22,195.30	83%	
ENERO DEL 2019	$ 22,195.30	$ -	$ 2,916.70	$ 22,195.30	92%	
FEBRERO DEL 2019	$ 22,195.30	$ -	$ 2,916.70	$ 22,195.30	100%	

KERN EARLY HEAD START

MES	BALANCE INICIAL	LO QUE SE GASTO ESTE MES	LO QUE SE HA GASTADO HASTA ESTE ANO	SALDO RESTANTE	PORCEN-TAJE DEL ANO TRANSCUR RIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
MARZO DEL 2018	$ 4,088.00	$ 215.42	$ 215.42	$ 3,872.58	8%	5%
ABRIL DEL 2018	$ 3,872.58	$ 47.82	$ 263.24	$ 3,824.76	17%	6%
MAYO DEL 2018	$ 3,824.76	$ 62.43	$ 325.67	$ 3,762.33	25%	8%
JUNIO DEL 2018	$ 3,762.33	$ 32.00	$ 357.67	$ 3,730.33	33%	9%
JULIO DEL 2018	$ 3,730.33	$ 31.98	$ 389.65	$ 3,698.35	42%	10%
AGOSTO DEL 2018	$ 3,698.35	$ 38.38	$ 428.03	$ 3,659.97	50%	10%
SEPTIEMBRE DEL 2018	$ 3,659.97	$ 47.80	$ 475.83	$ 3,612.17	58%	12%
OCTUBRE DEL 2018	$ 3,612.17	$ -	$ 475.83	$ 3,612.17	67%	
NOVIEMBRE DEL 2018	$ 3,612.17	$ -	$ 475.83	$ 3,612.17	75%	
DICIEMBRE DEL 2018	$ 3,612.17	$ -	$ 475.83	$ 3,612.17	83%	
ENERO DEL 2019	$ 3,612.17	$ -	$ 475.83	$ 3,612.17	92%	
FEBRERO DEL 2019	$ 3,612.17	$ -	$ 475.83	$ 3,612.17	100%	

COMMUNITY ACTION PARTNERSHIP OF KERN
ACTIVIDADES DE LOS PADRES
2018-2019

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 2018	$ 9,268.00	$ 149.61	$ 149.61	$ 9,118.39	8%	2%
MARZO DEL 2018	$ 9,118.39	$ 28.10	$ 177.71	$ 9,090.29	17%	2%
ABRIL DEL 2018	$ 9,090.29	$ 8.16	$ 185.87	$ 9,082.13	25%	2%
MAYO DEL 2018	$ 9,082.13	$ 64.92	$ 250.79	$ 9,017.21	33%	3%
JUNIO DEL 2018	$ 9,017.21	$ -	$ 250.79	$ 9,017.21	42%	3%
JULIO DEL 2018	$ 9,017.21	$ -	$ 250.79	$ 9,017.21	50%	3%
AGOSTO DEL 2018	$ 9,017.21	$ 6.76	$ 257.55	$ 9,010.45	58%	3%
SEPTIEMBRE DEL 2018	$ 9,010.45	$ -	$ 257.55	$ 9,010.45	67%	3%
OCTUBRE DEL 2018	$ 9,010.45	$ -	$ 257.55	$ 9,010.45	75%	
NOVIEMBRE DEL 2018	$ 9,010.45	$ -	$ 257.55	$ 9,010.45	83%	
DICIEMBRE DEL 2018	$ 9,010.45	$ -	$ 257.55	$ 9,010.45	92%	
ENERO DEL 2019	$ 9,010.45	$ -	$ 257.55	$ 9,010.45	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 2018	$ 560.00	$ 26.21	$ 26.21	$ 533.79	8%	5%
OCTUBRE DEL 2018	$ 533.79	$ -	$ 26.21	$ 533.79	17%	
NOVIEMBRE DEL 2018	$ 533.79	$ -	$ 26.21	$ 533.79	25%	
DICIEMBRE DEL 2018	$ 533.79	$ -	$ 26.21	$ 533.79	33%	
ENERO DEL 2019	$ 533.79	$ -	$ 26.21	$ 533.79	42%	
FEBRERO DEL 2019	$ 533.79	$ -	$ 26.21	$ 533.79	50%	
MARZO DEL 2019	$ 533.79	$ -	$ 26.21	$ 533.79	58%	
ABRIL DEL 2019	$ 533.79	$ -	$ 26.21	$ 533.79	67%	
MAYO DEL 2019	$ 533.79	$ -	$ 26.21	$ 533.79	75%	
JUNIO DEL 2019	$ 533.79	$ -	$ 26.21	$ 533.79	83%	
JULIO DEL 2019	$ 533.79	$ -	$ 26.21	$ 533.79	92%	
AGOSTO DEL 2019	$ 533.79	$ -	$ 26.21	$ 533.79	100%	

Preparado por Donna Holland
22 de octubre 2018

Community Action Partnership of Kern
Head Start and Early Head Start
Non-Federal Share and In-Kind Year-to-Date Report
Budget Period: March 1, 2018 through February 28, 2019
Report for period ending September 30, 2018 (Month 7 of 12)

Percent of year elapsed: 58%

LOCATION	FUNDED ENROLL-MENT	March	April	May	June	July	Aug	Sep	YTD Totals	IN-KIND GOAL	% OF GOAL MET
Alberta Dillard	68	34,035	33,381	21,731	0	0	10,517	25,456	125,121	76,308	164%
Alicante	34	4,692	4,448	2,107	0	0	1,526	3,227	16,000	38,154	42%
Broadway	44	0	0	0	0	0	4,411	1,894	6,305	49,375	13%
California City	34	7,639	8,452	5,366	0	0	0	3,626	25,083	38,154	66%
Casa Loma	34	4,741	5,183	1,355	0	0	1,722	2,375	15,375	38,154	40%
Cleo Foran	34	5,926	8,272	3,789	0	0	1,682	4,324	23,993	38,154	63%
Delano	76	19,655	19,877	16,675	0	0	1,788	9,124	67,119	85,285	79%
East California	70	29,277	35,209	15,896	0	0	5,521	3,388	89,290	78,552	114%
Fairfax	40	6,009	9,054	12,009	0	0	5,783	3,547	36,401	44,887	81%
Fairview	34	13,069	11,503	6,105	0	0	3,748	7,264	41,689	38,154	109%
Faith	34	12,847	12,659	7,030	0	0	4,741	357	37,633	38,154	99%
Franklin	24	3,513	6,447	4,266	0	0	2,193	7,436	23,855	26,932	89%
Harvey L. Hall	138	21,720	29,503	22,725	15,148	9,555	17,133	343	116,127	154,859	75%
Heritage	34	7,911	10,768	4,963	0	0	999	4,771	29,412	38,154	77%
Home Base	225	17,049	17,202	15,282	12,065	11,441	7,001	1,196	81,236	126,244	64%
Lamont	34	7,478	10,778	7,882	0	0	3,185	227	29,549	38,154	77%
Lost Hills	20	2,937	3,716	2,597	0	0	654	2,875	12,779	22,443	57%
Martha J. Morgan	83	31,274	30,303	17,626	0	0	8,339	14,304	101,845	93,140	109%
McFarland	24	4,784	3,808	2,560	0	0	0	3,161	14,314	26,932	53%
Mojave	34	4,209	4,167	2,109	0	0	413	0	10,896	38,154	29%
Noble	34	9,452	10,102	3,947	0	0	0	0	23,500	38,154	62%
Oasis	57	13,411	12,306	6,813	0	0	5,302	0	37,831	63,964	59%
Oildale	34	5,905	5,413	3,750	0	0	2,336	5,421	22,825	38,154	60%
Pacific	62	16,766	16,247	13,908	11,839	11,369	12,835	11,695	94,659	69,575	136%
Pete H. Parra	112	19,356	23,534	21,390	9,188	9,149	13,659	245	96,521	125,683	77%
Pioneer	34	6,475	8,081	4,443	0	0	797	4,185	23,981	38,154	63%
Planz	34	5,440	5,916	3,617	0	0	3,462	229	18,663	38,154	49%
Primeros Pasos	76	9,563	21,624	16,661	10,089	6,159	10,438	14,034	88,568	85,285	104%
Rafer Johnson	34	3,563	3,419	0	0	0	1,684	3,338	12,002	38,154	31%
Roosevelt	34	2,820	4,408	1,913	0	0	0	0	9,142	38,154	24%
Rosamond	100	19,580	22,748	13,481	0	0	6,798	1,389	63,996	112,217	57%
San Diego Street	48	11,831	13,317	14,156	10,771	9,896	6,525	3,877	70,373	53,864	131%
Seibert	34	6,818	4,353	2,998	0	0	2,337	240	16,746	38,154	44%
Shafter	34	15,216	16,512	8,503	0	0	7,601	16,055	63,886	38,154	167%
Shafter HS/EHS	36	4,713	6,144	4,731	5,032	4,275	3,743	52	28,691	40,398	71%
Sterling	122	19,096	23,747	18,601	8,400	9,139	15,899	16,017	110,899	136,905	81%
Sunrise Villa	34	4,377	3,346	1,945	0	0	0	3,055	12,723	38,154	33%
Taft	78	6,592	6,061	1,103	0	0	902	5,182	19,840	87,529	23%
Tehachapi	34	6,832	6,982	3,413	0	0	3,243	4,479	24,950	38,154	65%
Vineland	20	8,266	7,254	2,213	0	0	428	1,680	19,842	22,443	88%
Virginia	34	5,596	5,282	0	0	0	1,761	4,908	17,546	38,154	46%
Wesley	60	6,389	8,795	3,719	0	0	2,855	1,496	23,255	67,330	35%
Williams	34	10,911	10,920	6,048	0	0	4,715	5,945	38,539	38,154	101%
Willow	72	22,239	25,426	14,557	0	0	8,989	13,409	84,620	80,796	105%
Administrative Services		0	0	0	0	0	0	0	0	0	NA
Program Services		920	1,867	0	0	0	0	0	2,787	67,661	4%
Policy Council and RPC		1,239	1,542	108	515	25	72	56	3,557	38,727	9%
SUBTOTAL IN-KIND	**2,369**	**482,130**	**540,073**	**344,091**	**83,047**	**71,009**	**197,736**	**215,881**	**1,933,966**	**2,638,565**	**73%**
State General Child Care*		156,851	158,335	88,070	0	124,100	149,050	156,503	832,909	1,293,059	64%
State Preschool*		252,099	284,045	170,865	0	88,389	130,107	132,710	1,058,216	2,302,208	46%
State Migrant Child Care*		27,786	29,131	3,478	0	13,277	20,796	21,212	115,681	209,207	55%
SUBTOTAL CA DEPT of ED		**436,736**	**471,511**	**262,413**	**0**	**225,767**	**299,954**	**310,425**	**2,006,806**	**3,804,474**	**53%**
GRAND TOTAL		**918,866**	**1,011,584**	**606,504**	**83,047**	**296,776**	**497,690**	**526,306**	**3,940,772**	**6,443,039**	**61%**

*May include estimates

Community Action Partnership of Kern
San Joaquin Early Head Start
Non-Federal Share and In-Kind Year-to-Date Report
Budget Period: February 1, 2018 through January 31, 2019
Report for period ending September 30, 2018 (Month 8 of 12)

Percent of year elapsed: 67%

LOCATION	FUNDED ENROLL-MENT	Feb	March	April	May	June	July	Aug	Sep	YTD Totals	IN-KIND GOAL	% OF GOAL MET
California Street	24	5,705	9,601	8,203	9,043	4,715	7,911	7,658	6,987	59,822	130,777	46%
Chrisman	30	7,252	12,783	13,845	9,312	6,179	12,443	15,341	13,934	91,089	163,472	56%
Home Base - Lodi	35	5,551	10,440	10,444	9,950	9,500	11,137	13,314	11,983	82,317	95,359	86%
Home Base - Manteca	12	3,628	4,255	2,413	2,207	152	1,409	5,305	4,774	24,143	32,694	74%
Home Base - Stockton	90	13,682	25,071	21,954	16,555	8,424	12,438	13,889	12,303	124,316	245,208	51%
Home Base - Tracy	12	1,484	2,342	1,064	1,059	0	836	0	0	6,784	32,694	21%
Kennedy	16	1,791	5,701	6,263	4,418	441	4,887	6,252	3,302	33,055	87,185	38%
Lodi UCC	30	12,131	13,605	10,882	13,879	8,702	12,859	12,447	7,918	92,422	163,472	57%
Marci Massei	24	3,176	5,938	5,703	6,298	3,735	5,983	6,095	5,485	42,414	130,777	32%
St. Mary's	16	3,507	5,683	5,348	6,174	4,066	5,954	6,009	5,408	42,150	87,185	48%
Walnut	24	4,138	8,093	8,225	10,273	5,925	9,478	9,033	8,129	63,294	130,777	48%
Administrative Services		0	0	0	0	0	0	0	0	0	0	
Program Services		10,954	12,376	16,171	16,673	11,973	10,738	11,350	10,738	100,972	21,858	462%
Policy Council		342	97	0	0	0	0	0	0	439	2,713	16%
SUBTOTAL IN-KIND	**313**	**73,340**	**115,986**	**110,514**	**105,841**	**63,810**	**96,072**	**106,692**	**90,962**	**763,218**	**1,324,172**	**58%**

Budget		106838	106838	106838	106838	106838	106838	106838	115261	1324172
		FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	
	BUDGET	106838	213676	320514	427352	534190	641028	747866	863127	
	ACTUAL	73,340	189,326	299,840	405,681	469,491	565,563	672,255	763,217	

Community Action Partnership of Kern
Head Start / State Child Development
Policy Council Planning Committee
Meeting Minutes
October 2, 2018

1. **Welcome**
   The group was welcomed to the meeting.

2. **Call to Order**
   a. Meeting was called to order at 5:29 p.m. by Chairperson Joanna Guillen.

3. **Roll Call and establish Quorum (half plus one)**
   a. Quorum was established.
   b. **PC Members present:** Joanna Guillen, Anastasia Lester, Victoria Garcia Carlos, Lindsay Harrison, Yolanda Ochoa
   c. **PC Members not present:**

4. **Approval of Agenda**
   Motion was made by Anastasia Lester, to approve the agenda date October 2, 2018; seconded by Lindsay Harrison. Motion carried unanimously.

5. **Approval of Minutes**
   Motion was made by Yolanda Ochoa to approve the minutes dated September 4, 2018; seconded by Lindsay Harrison. Motion carried unanimously.

6. **Introduction of Guests**
   Guests in attendance tonight were Destiny Ochoa, daughter of PC Planning Member Yolanda Ochoa, Shyann Nelson daughter of PC Planning Member Anastacia Lester, and Jerry Meade, PDM Administrator

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. The Enrollment Report was shared for September. All Early Head Start programs (Kern, San Joaquin & Partnership) were 100% fully enrolled during this reporting time. Kern Head Start did not meet full enrollment and was 94% enrolled. Jerry shared while we had identified children to fill all vacant slots, the requirements as outlined by the new performance standards were not met. New criteria indicate a child must be physically present, walk through the door and be seated on the first day of class. Additionally, Home Base enrollees must have had a visit take place by an Educator. Some of the reasons this did not occur was families were no longer interested in the program, or they did not have an updated contact information on file and could not be reached. EHS Kern as well as EHS San Joaquin during this reporting time were at or above the expected 10% of children enrolled with an IFSP/IEP. HS Kern reach 5% while though not meeting the requirement EHS

Partnership reached 7%, which is the highest percentage ever attained. The Partnership did receive a waiver last year, but we will continue to work towards meeting the 10% expectation. Program wide we are below the allotted 10% over income enrollment.

b. The Average Daily Attendance (ADA) Report was reviewed and discussed. At the time of this report our ADA was at 98%.
c. Jerry shared the Child and Adult Care Food Program (CACFP) report for August. There was a total of 77,226 meals requested with 63,616 prepared by the Central Kitchen. There were 13,610 vendor meals prepared as well. This is a 6% decrease in meals prepared during the same reporting time last year. This was thought to be attributed to lack of attendance as well as under-enrollment. Jerry also shared the division staffing report which includes 44 vacant positions which is a significant decrease from last months report. Additionally, there were 121 employees on various type of leave in August. Upon conclusion of sharing the monthly report Mr. Meade shared that he is working on the 2018 Duration Grant Application for Kern. He indicated that the funding guidance will allow grantees to request funding to support an increase of the program's duration to 45%. CAP Kern is currently at 43% and the program will be submitting an application to increase duration to 45% which equates to 40 slots moving from double session to a single session model. The application summary will be shared with the Council at the October 30 Policy Council Meeting.

9. Communications

None

10. Announcements

Ms. Lester share that the Good Neighbor Event would be held in the Martin Luther King Jr. Park on October 13 from 11 a.m. to 2 p.m. She invited the committee to attend. Ms. Ochoa share that the "King and Queen – Night to Shine" event is currently registering for the event to be held at the Crossroads Christian Fellowship on February 8 from 6 p.m. to 9 p.m. She recommended that referrals be made to volunteer or share with others that know teen to adults with disabilities. The contact information is: nighttoshineccf@gmail.com or 661.249.0549.

11. Adjournment

Meeting was adjourned at 6:45 p.m. This was the last PC Planning meeting for this PC term.

Jerry Meade/Program Design and Management Administrator
Completed 10/03/18

La Asociación de acción comunitaria de Kern
División de Head Start/desarrollo para niños del estado
Planificación del Comité del consejo de políticas
Acta de reunión
2 de octubre del 2018

1. **Bienvenidos**
   El grupo fue bienvenido a la reunión.

2. **Llamar al orden**
   a. La reunión se inició a las 5:29 p.m. por la presidenta Joanna Guillen.

3. **Pasar lista y establecer quorum (la mitad más uno)**
   a. Quorum fue establecido.
   b. **PC miembros presentes:** Joanna Guillen, Anastasia Lester, Victoria Garcia Carlos, Lindsay Harrison, Yolanda Ochoa
   c. **PC miembros no presentes:**

4. **Aprobación de agenda**
   la moción fue hecha por Anastasia Lester, para aprobar la fecha de la agenda el 2 de octubre del 2018;
   Secundado por Lindsay Harrison. Moción llevada por unanimidad.

5. **Aprobación de minutos**
   la moción fue hecha por Yolanda Ochoa para aprobar la fecha de la agenda el 4 de septiembre del 2018; secundado por Lindsay Harrison. Moción llevada por unanimidad.

6. **Presentación de invitados**
   Los invitados que asistieron esta noche fueron Destiny Ochoa, hija de la miembro de planificación del Consejo de Políticas, Yolanda Ochoa, Shyann Nelson, hija de Anastacia Lester, miembro de planificación del Consejo de políticas, y Jerry Meade, administrador de diseño y administración de programas

7. **Foro publicó**
   (El público que dirigirse al comité de planificación de CP puede hacerle en este momento, sin embargo, el comité no tomara ninguna otra acción que no sea remitir el elemento al personal para su estudio y análisis)
   Ninguna

8. **Artículos de presentación / discusión**
   a. El Informe de Inscripción fue compartido para septiembre. Todos los programas de Early Head Start (Kern, San Joaquin & Asociación) se inscribieron al 100% durante el tiempo de este informe. Kern Head Start no cumplió con la inscripción completa y se inscribió en un 94%. Jerry compartió mientras habíamos identificado niños para llenar todos los espacios vacantes, no se cumplieron los requisitos descritos por los nuevos estándares de desempeño. Los nuevos criterios indican que un niño debe estar físicamente presente, caminar por la puerta y estar sentado el primer día de clase. Además, los miembros de Home Base deben haber tenido una visita realizada por un educador. Algunas de las razones por las que esto no ocurrió fue porque las familias ya no estaban interesadas en el programa, o no tenían una

información de contacto actualizada en el archivo y no se pudo contactar. Early Head Start Kern, así como Early Head Start San Joaquin, durante este tiempo de informe alcanzaron o superaron el 10% esperado de niños inscritos en un IFSP / IEP. Head Start de Kern alcanza el 5%, aunque no cumple con el requisito. La Asociación de Early Head Start alcanzó el 7%, que es el porcentaje más alto alcanzado. La Asociación recibió una exención el año pasado, pero continuaremos trabajando para cumplir con la expectativa del 10%. En todo el programa estamos por debajo del 10% asignado sobre la inscripción de ingresos.

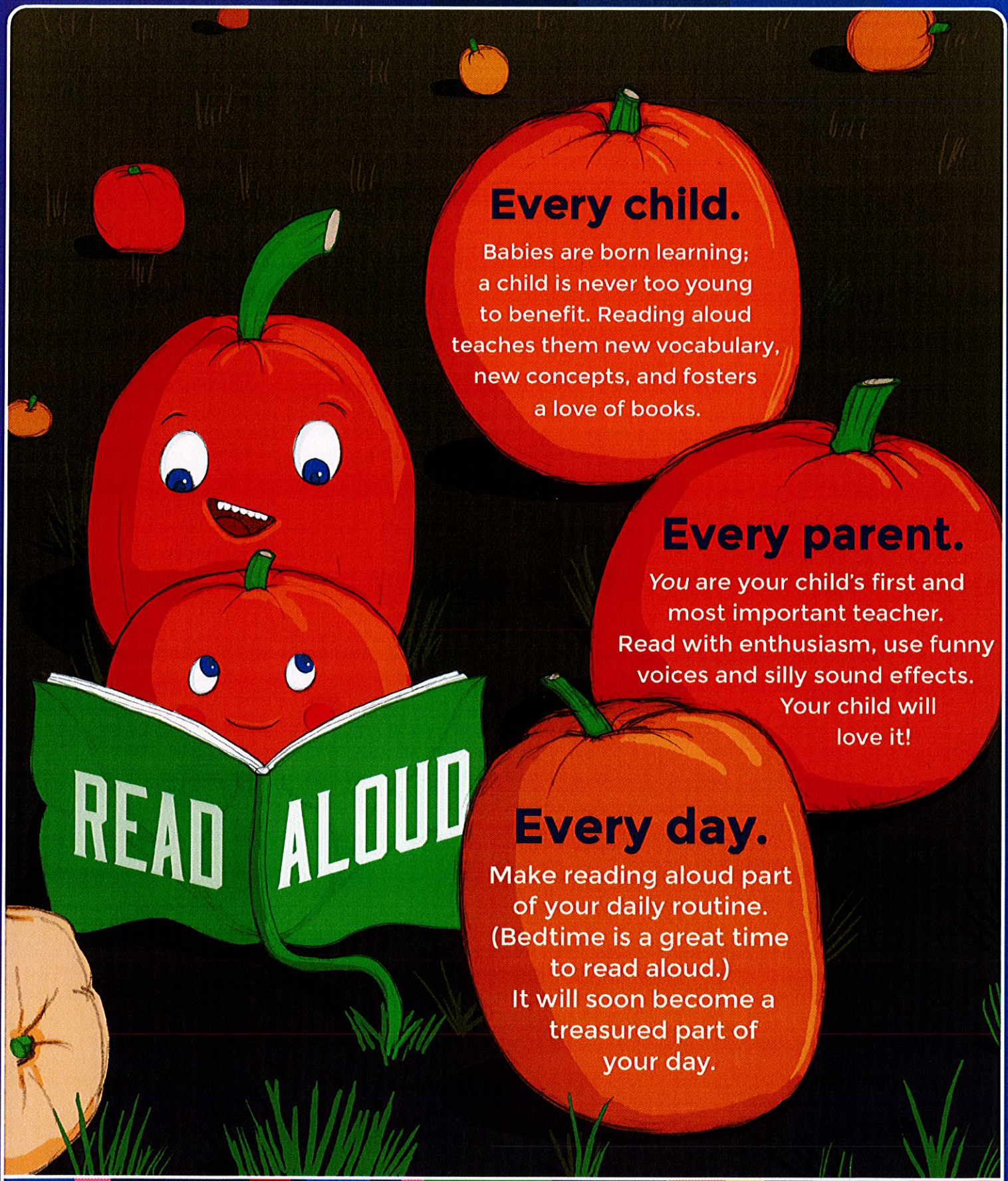
b. El informe de asistencia diaria promedio (ADA) fue revisado y discutido. Al momento de este informe, nuestra asistencia diaria promedio era del 98%.
c. Jerry compartió el informe del Programa de Alimentos para el Cuidado de Niños y Adultos (CACFP) de agosto. Hubo un total de 77,226 comidas solicitadas con 63,616 preparadas por Central Kitchen. También se prepararon 13,610 comidas de vendedores. Esta es una disminución del 6% en las comidas preparadas durante el mismo período de informes del año pasado. Se pensó que esto se atribuía a la falta de asistencia, así como a la baja inscripción. Jerry también compartió el informe de dotación de personal de la división, que incluye 44 puestos vacantes, lo que representa una disminución significativa con respecto al informe de los últimos meses. Además, hubo 121 empleados en varios tipos de licencia en agosto. Al terminar de compartir el informe mensual, el Sr. Meade compartió que está trabajando en la Solicitud de la Beca de Duración 2018 para Kern. Indicó que la guía de financiamiento permitirá a los beneficiarios solicitar fondos para respaldar un aumento de la duración del programa al 45%. CAP Kern se encuentra actualmente en un 43% y el programa enviará una solicitud para aumentar la duración al 45%, lo que equivale a 40 espacios que se mueven de una sesión doble a un modelo de sesión única. El resumen de la solicitud se compartirá con el Consejo en la reunión del Consejo de Políticas del 30 de octubre.

9. **Comunicaciones**
   Ninguna

10. **Anuncios**
    La Sra. Lester comparte que el Evento del Buen Vecino se llevará a cabo en el Parque Martin Luther King Jr. el 13 de octubre de 11 a.m. a 2 p.m. Ella invitó al comité a asistir. La Sra. Ochoa comparte que el evento "Rey y reina - Noche para brillar" se está registrando actualmente para el evento que se llevará a cabo en el Crossroads Christian Fellowship el 8 de febrero de 6:00 p.m. a las 9 p.m. Recomendó que se hicieran referencias para ser voluntario o compartir con otras personas que conocen a adolescentes con adultos con discapacidades. La información de contacto es: nighttoshineccf@gmail.com o 661.249.0549.

11. **Aplazamiento**
    La reunión fue aplazada a las 6:45 p.m. Esta fue la última reunión de planificación de PC para este término de PC.

Jerry Meade / Administrador de Diseño y Gestión de Programas
Completado el 10/03/18



Read Aloud
15 MINUTES

Every child. Every parent. Every day.

LET'S TALK

Learn more at **ReadAloud.org**



Cada niño.

Los bebés nacen aprendiendo; un niño nunca es demasiado pequeño para beneficiarse. Leer en voz alta les enseña nuevo vocabulario, nuevos conceptos y fomenta el amor por los libros.

Cada padre.

Usted es el primer y más importante maestro de su hijo. Lea con entusiasmo, utilice voces divertidas y haga efectos de sonido. ¡A su hijo le encantará!

Cada día.

Haga que la lectura en voz alta sea parte de su rutina diaria. (La hora de acostarse es un buen momento para leer en voz alta.) Pronto se convertirá en una parte valiosa de su día.

Read Aloud 15 MINUTES

Every child. Every parent. Every day.

LET'S TALK

Aprendan más en **ReadAloud.org**

School Readiness Meeting Dates:

(2nd Thursday, 8:00 – 11:30 AM)

September 13th, 2018

October 11th, 2018

November 8th, 2018

December 13th, 2018

January 10th, 2019

February 14th, 2019

March 14th, 2019

April 11th, 2019

May 9th, 2019

Free to the Community!

Shafter Youth Center's
Harvest Festival

Join us for a safe event featuring: carnival style games, cake walk, candy & goodies, resource information, face painting, prizes and more!

Where: **Shafter Youth Center, 455 E. Euclid Ave.**

When: **Wednesday, October 31, 2018**

Time: **6:00 pm – 8:00 pm**



Community Resource HARVEST

Health Fair

Friday, November 2, 2018

Presented by Historic UNION CEMETERY EST. 1872
Crematory and Funeral Home

FREE HEALTH SCREENING | LIVE MUSIC | RAFFLE PRIZES | FOOD | LOCAL RESOURCES

We cordially invite the community to join us for a full day of celebration.

All Soul's Day | Holy Mass 10:00AM
Health Fair 2:00PM - 6:00PM



730 POTOMAC AVE, BAKERSFIELD, CA 93307
UNIONCEMENTERY1872.COM | (661) 324-9648

Your Family's Legacy Begins Here

Links for Life
Service • Support • Survival

Shrine of Our Lady of Guadalupe
Copatroness of the Unborn

MARIPOSA
CON PROPOSITO

Arranque
Empresarial

2018

VETFEST

VETERANS DAY

Celebration

Wednesday, November 7

9:00 am – 1:00 pm,
Area in front of CSS Building, Counseling Center

All welcome!

Campus event to honor and show appreciation to all current and past members of the Armed Forces at Bakersfield College.

Join us for free food, music, and gain access to necessary resources vital to student success.

Free vendor space available.
If interested, please contact veterans@bakersfieldcollege.edu



BAKERSFIELD COLLEGE

Selection Criteria Committee

You are invited to be part of our annual selection criteria meeting.

November 09, 2018

8AM—Noon

CAPK

Board Room

5005 Business Park North

Purpose: To determine the upcoming school year's enrollment priorities and criteria to meet community needs and Head Start Performance Standards.

RSVP: Ginger Mendez, Enrollment & Attendance Manager

gmendez@capk.org





WORLD AIDS DAY

Free confidential HIV Testing
Many resource agencies on hand
Live Music from *103.9 The Beat*
Free giveaways and HIV information

NOVEMBER 30, 2018

9:00 am - 12:00 pm
Self Help Credit Union, 2100 H St.