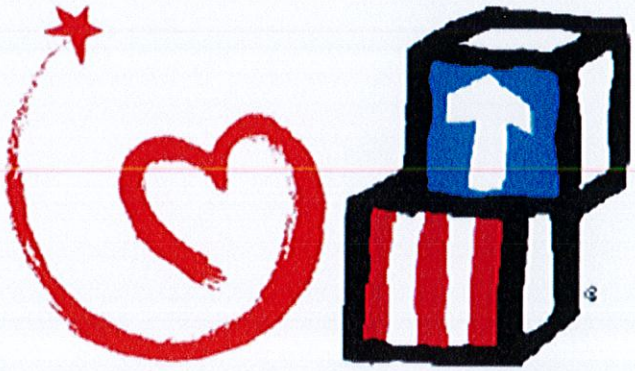
Head Start & State Child Development
Birth to age 5

capk
Community Action Partnership of Kern

Head Start/State Child Development Services

POLICY COUNCIL MEETING PACKET

March 26, 2019



POLICY COUNCIL
STANDING COMMITTEES
March 2019

EXECUTIVE COMMITTEE

Chairperson: Amber Dunlap
Vice Chairperson: Diana Reyes
Secretary: Mayra Zambrano
Treasurer: Ashley Sabo
Parliamentarian: Jacqueline Boykin

STANDING COMMITTEE MEMBERS

Board of Director's: Nila Hogan

BYLAWS
Chairperson: Jacqueline Boykin

1. Andrea Martinez
2. Enrique Salazar Jr.
3. Diana Reyes
4. Esther Maldonado
5. Isabelle Diaz
6. Michelle Valdez

PLANNING
Chairperson: Diana Reyes

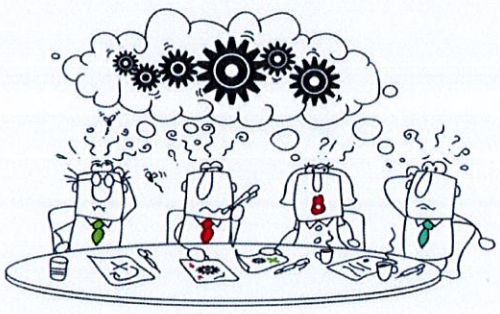
1. Amber Dunlap
2. Nila Hogan
3. Yolanda Ochoa
4. Kandy Ramos
5. Michelle Valdez
6.

SCHOOL READINESS
Chairperson: Mayra Zambrano

1. Ana Lester
2. Daisy Valencia
3. Estela Corrales
4. Lindsay Harrison

FINANCE
Chairperson: Ashley Sabo

1. Amber Dunlap
2. Mariely Torres Othon
3. Jacqueline Boykin
4.
5.
6.



Policy Council Attendance
2018 ~ 2019

Legend:	
Attended	X
Did Not Attend	ABS
Attended Another CAPK Function	
Appealed Termination	
Membership Terminated	
Absent Due to Weather Conditions	
Resigned	R
Special Call Meeting	SC
Not Yet Elected to Policy Council	

#	REGION 1 PC Member Name	Nov 2018	Dec 2018	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019	June 2019	July 2019	Aug 2019	Sept 2019	Oct 2019
1	Amber Dunlap- Willow	X	X	X	X								
2	Daisy Valencia- Wesley	X	X	ABS	X								
	Jodi Sanchez - Sunrise Villa	X	ABS	ABS									
3	Jacqueline Boykin	X	X	X	X								
4	Yolanda Mefford												
#	REGION 2 PC Member Name	Nov 2018	Dec 2018	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019	June 2019	July 2019	Aug 2019	Sept 2019	Oct 2019
1	Ashley Sabo - Franklin	X	X	ABS	X								
	Michael Sabo - Franklin	ABS	ABS	ABS									
2	Isabelle Diaz				X								
3	Kandy Ramos				X								
4	Michelle Valdez				X								
#	REGION 3 PC Member Name	Nov 2018	Dec 2018	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019	June 2019	July 2019	Aug 2019	Sept 2019	Oct 2019
1	Nila Hogan - Pete Parra	X	X	X	X								
2	Enrique Salazar- Pete Parra	X	X	X	X								
	Antonia Salas - Planz	ABS	ABS	R	R	R	R	R	R	R	R	R	R
3	Andrea Martinez - Harvey L. Hall	X	X	X	X								
4	Yesenia Aranda - Fairfax			ABS	ABS								
#	REGION 4 PC Member Name	Nov 2018	Dec 2018	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019	June 2019	July 2019	Aug 2019	Sept 2019	Oct 2019
1	Bonnie Garcia - California City	X	ABS	ABS	R	R	R	R	R	R	R	R	R
2	Mayra Zambrano - Rosamond	X	X	ABS	X								
3	Mariely Torres Othon - Rosamond	X	ABS	X	ABS								
4	*Vacancy*												
#	Home Base PC Member Name	Nov 2018	Dec 2018	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019	June 2019	July 2019	Aug 2019	Sept 2019	Oct 2019
1	Diana Reyes - M. Craig	X	X	X	ABS								
2	Debbie Espinoza - V. Denwitty	ABS	R	R	R	R	R	R	R	R	R	R	R
#	BC/Blanton EHS Partnership	Nov 2018	Dec 2018	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019	June 2019	July 2019	Aug 2019	Sept 2019	Oct 2019
1	*Vacancy*												
#	San Joaquin EHS Partnership	Nov 2018	Dec 2018	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2018	June 2019	July 2019	Aug 2019	Sept 2019	Oct 2019
1	Estela Corrales - HB R. Callejas	X	X	ABS	X								
2	Esther Maldonado - HB R. Hernandez	X	ABS	X	ABS								
#	Community Rep Member	Nov 2018	Dec 2018	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019	June 2019	July 2019	Aug 2019	Sept 2019	Oct 2019
1	Ana Lester	X	X	X	X								
2	Lindsay Harrison	X	X	X	X								
3	*Vacancy*												
#	Board Member	Nov 2018	Dec 2018	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019	June 2019	July 2019	Aug 2019	Sept 2019	Oct 2019
1	Yolanda Ochoa		X	X	X								

Policy Council Sub-Committee Attendance Sheet
2018 ~ 2019

Bylaws Subcommittee

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.
Jacqueline Boykin Chairperson		ABS		ABS							
Andrea Martinez		X		X							
Enrique Salazar Jr.		ABS		ABS							
Diana Reyes		X		X							
Esther Maldonado				X							
Isabelle Diaz				X							
Michelle Valdez				X							

Budget & Finance Subcommittee

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.
Ashley Sabo Chairperson			X								
Mariely Torres Othon			ABS								
Amber Dunlap			X								
Jacqueline Boykin			X								
Vacancy											
Vacancy											
Vacancy											

School Readiness Subcommittee

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.
Mayra Zambrano Chairperson		X		ABS							
Ana Lester		X		X							
Estela Corrales		ABS		ABS							
Daisy Valencia		ABS		ABS							
Lindsay Harrison		X		X							

Planning Subcommittee

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.
Diana Reyes Chairperson		X	X								
Amber Dunlap		X	X								
Yolanda Ochoa		X									
Jodi Sanchez		ABS	ABS								
Nila Hogan		X	X								
Kandy Ramos											
Michelle Valdez											
Vacancy											

Board of Directors

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.
Nila Hogan		X	X	X							

Legend	
Attended	X
Did Not Attend	ABS
Attended Another CAPK Function	
Resigned	R
Terminated	
No Subcommittee Meeting Held	
Not Yet Elected to Subcommittee	
Absent Due to Weather Conditions	ABS
Absence Due to Office Closure	ABS

Policy Council Agenda
March 26, 2019
5005 Business Park North
5:30 p.m. – 6:30 p.m.
Meeting Locations:

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

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

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

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

3. **Approval of Agenda** — Chairperson — ***ACTION**
   a. Agenda dated: March 26, 2019

4. **Approval of Minutes** — Chairperson — ***ACTION**
   a. Date of Minutes: February 26, 2019

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 — **Verbal Report**
   b. Planning Committee — **Verbal Report**
   c. Finance Committee — **Verbal Report**
   d. By-Laws Committee — **Verbal Report**

7. **Presentations** — (15 minutes per presentation)
   a. The Friendship House ~ Lois Hannible

8. **New Business** — Chairperson — ***ACTION**
   a. Election of Policy Council Members to subcommittees –Yesenia Aranda, Yolanda Mefford

9. **Communications**
   a. Kern Head Start Budget vs. Actual Expenditures, March 1, 2018 through February 28, 2019
   b. Kern Early Head Start Budget vs. Actual Expenditures, March 1, 2018 through February 28, 2019
   c. San Joaquin Early Head Start Budget vs. Actual Expenditures, February 1, 2018 through January 31, 2019 (interim year-end)
   d. San Joaquin Early Head Start Budget vs. Actual Expenditures, February 1, 2018 through February 28, 2019

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 pm, March 19, 2019
Lisa Price, Program Governance Coordinator

e. Early Head Start Child Care Partnerships Budget vs. Actual Expenditures, September 1, 2018 through February 28, 2019
f. Parent Local Travel & Child Care through February 28, 2019
g. Parent Activity Funds through February 28, 2019
h. Kern Head Start and Early Head Start Non-Federal Share and In-Kind Report, March 1, 2018 through February 28, 2019
i. San Joaquin Early Head Start Non-Federal and In-Kind Report, February 1, 2018 through January 31, 2019 – Final
j. San Joaquin Early Head Start Non-Federal and In-Kind Report, February 1, 2019 through February 28, 2019
k. ACF-IM-HS-19-01 – General Disaster Recovery Flexibilities; Issuance Date: March 6, 2019
l. Policy Council School Readiness Meeting Minutes ~ (English/Spanish)
m. Policy Council Bylaws Meeting Minutes ~ (English/Spanish)
n. 2019 Community Needs Survey Focus Group (English/Spanish)
o. Celebrate National CACFP Week – Sample Menu
p. Kern County Public Health Department Mobile Health Clinic ~ April 2019
q. Children's Mobile Immunization Program ~ March 2019 (English/Spanish)
r. CAPK Agency School Readiness Meeting Dates ~ 2018-2019
s. Policy Council Meeting Dates ~ 2018-2019

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

Next meeting to be held April 23, 2019 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 pm, March 19, 2019
Lisa Price, Program Governance Coordinator

Agenda del Concilio de Póliza
26 de marzo, 2019
5005 Business Park North
5:30 p.m. – 6:30 p.m.
Ubicaciones de las Juntas:

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

1. **Llamado de orden** — Presidente
   a. Momento de silencio, juramento de lealtad
   b. Lectura de la promesa de Acción Comunitaria
   c. *"Acción Comunitaria cambia la vida de personas, simboliza el espíritu de esperanza, mejora a las comunidades y hace de América un mejor lugar para vivir. Estamos interesados en la comunidad y estamos dedicados a que la gente aprenda a ayudarse a sí misma y a otros"*

2. **Pase de lista/establecimiento de los miembros** — Secretario (a)

3. **Aprobación de agenda** — Presidente — ***ACCION**
   a. Agenda con fecha del 26 de marzo de 2019

4. **Aprobación de minutos** — Presidente — ***ACCION**
   a. Fecha de minutos: 26 de febrero de 2019

5. **Presentación de Invitados/Foro Público**
   El público que desee dirigirse a todo el Concilio de Póliza , podrá hacerlo en este momento. Los miembros del Concilio de Póliza, pueden responder brevemente a las declaraciones hechas ó las preguntas presentadas. Sin embargo, el Concilio no tomará ninguna acción mas que referirlo (s) al personal para estudio y análisis. ***Los oradores tiene un límite de 5 minutos para exponer.*** *Si más de una persona desea tocar el mismo tema, el total de minutos para dicho tema será de 10 minutos. Favor de proporcionar su nombre antes de su presentación*

6. **Reportes Comunes del Comitè** — (3 minutos por reporte)
   a. Comité de aprendizaje escolar — **Reporte verbal**
   b. Comité de Planeación — **Reporte verbal**
   c. Comité Financiero — **Reporte verbal**
   d. Comité de estatutos — **Reporte verbal**

7. **Presentaciones** — (15 minutos por presentación)
   a. The Friendship House (La Casa de la Amistad) ~ Lois Hannible

8. **Nuevos intercambios** — Presidente — ***ACCION**
   a. Elección de miembros del comité de póliza a subcomités –Yesenia Aranda, Yolanda Mefford

9. **Comunicaciones**
   a. Presupuesto del Programa Head Start de Kern versus Gastos Actuales, 1 de marzo 2018 al 28 de febrero de 2019.
   b. Presupuesto del programa Early Head Start de Kern versus Gastos Actuales 1 de marzo de 2018 al 28 de febrero de 2019

Esto certifica que la publicación de esta agenda fue expuesta en el vestíbulo de la oficina de Administración de CAPK, ubicada En el 5005 Business Park North, Bakersfield CA y en línea en el sitio web www.capk.org a las 12:00 pm el 19 de marzo de 2019. Lisa Price, Coordinador del Programa de Gobernanza

c. Presupuesto del Programa Early Head Start de San Joaquin versus Gastos actuales, 1 de febrero del 2018 hasta 31 de enero del 2019 (fin de año interino)
d. Presupuesto del Programa Early Head Start de San Joaquin versus Gastos actuales, 1 de febrero del 2018 hasta el 28 de febrero de 2019
e. Presupuesto de sociedades Early Head Start de Cuidado Infantil versus Gastos Actuales 1 de septiembre 2018 hasta el 28 de febrero de 2019.
f. Viajes locales de Padres & Cuidado Infantil hasta el 28 de febrero de 2019
g. Fondos para las actividades de Padres hasta el 28 e febrero de 2019
h. Head Start Kern y Early Head Start porción no federal y reporte de contribuciones internas, 1 de marzo, 2018 hasta el 28 de febrero de 2019
i. Early Head Start San Joaquin porción no federal y reporte de contribuciones internas, 1 de febrero, 2018 hasta el 31 de enero de 2019.
j. Early Head Start San Joaquin porción no federal y reporte de contribuciones internas, 1 de febrero, 2019 hasta el 28 de febrero de 2019
k. ACF-IM-HS-19-01 – Flexibilidades generales de recuperación de desastres; fecha de emisión: 6 de Marzo de 2019
l. Minutos de la junta del comité de Preparación escolar ~ (Inglés/Español)
m. Minutos de la junta del comité de Estatutos ~ (Inglés/Español)
n. Encuestas de necesidades comunitarias 2019 Grupo de Enfoque (Inglés/Español)
o. Celebre la semana nacional CACFP – menú de muestra
p. Clínica móvil del Departamento de Salubridad del condado de Kern ~ Abril 2019
q. Programa móvil de vacunación gratuito ~ Marzo 2019 ~ (Inglés/Español)
r. Fechas de juntas del comité de preparación escolar de la agencia CAPK ~ 2018-2019
s. Fechas de juntas del Concilio de Póliza ~ 2018-2019

10. **Reporte del programa de preparación escolar**	Leslie Mitchell	**Reporte Verbal** (3 min.)
11. **Capacitación del Programa de Gobernanza**	Lisa Price	**Reporte Verbal** (5 min.)
12. **Reporte del Representante Comunitario**	Ana Lester/ Lindsay Harrison	**Reporte Verbal** (5 min.)
13. **Reporte de Early Head Start de San Joaquín**	Rashi Strother	**Reporte Verbal** (3 min.)
14. **Reporte de la Asociación de Early Head Start**	Debbie Connolly	**Reporte Verbal** (3 min.)
15. **Reporte del representante de la Junta Directiva**	Yolanda Ochoa	**Reporte Verbal** (3 min.)
16. **Reporte del Director (Desarrollo Infantil Estatal/HS)**	Yolanda Gonzales	**Reporte Verbal** (5 min.)
17. **Presidente del Concilio de Póliza/Anuncios**	Amber Dunlap	**Reporte Verbal** (3 min.)
18. **Finalización**	Presidente	

La próxima junta se llevará a cabo el 23 de abril de 2019 con una cena ligera a las 5:00 p.m. y la junta iniciará a las 5:30 p.m. 5005 Business Park North, Suite 130- Sala de Juntas.

Esto certifica que la publicación de esta agenda fue expuesta en el vestíbulo de la oficina de Administración de CAPK, ubicada En el 5005 Business Park North, Bakersfield CA y en línea en el sitio web www.capk.org a las 12:00 pm el 19 de marzo de 2019. Lisa Price, Coordinador del Programa de Gobernanza

COMMUNITY ACTION PARTNERSHIP OF KERN
POLICY COUNCIL MEETING MINUTES
February 26, 2019
5005 Business Park North
Board Room 130

1. **Call to Order – Chairperson, Amber Dunlap**, 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 – Chairperson, Amber Dunlap** Quorum was established.
   PC Members Present: Amber Dunlap, Jaqueline Boykin, Isabella Diaz, Daisy Valencia, Ashley Sabo, Michelle Valdez, Nila Hogan, Enriquez Salazar Jr., Kandy Ramos, Andrea Martinez, Mayra Zambrano, Yolanda Ochoa, Ana Lester, Lindsay Harrison, Estella Corrales (SJ)

3. **Approval of Agenda – Chairperson** **(**ACTION)**
   a. Motion for approval of the revised PC Agenda dated February 26, 2019 was made by Yolanda Ochoa; seconded Enrique Salazar Jr.; motion carried unanimously.

4. **Approval of Minutes – Chairperson** **(**ACTION)**
   a. Motion for approval of the PC meeting minutes dated January 22, 2019, was made by Enrique Salazar Jr. ; seconded Jaqueline Boykin; motion carried unanimously.

5. **Presentation of Guests/Public Forum**
   The following guests were in attendance: Jerry Meade, Program Design and Management Administrator; LeTisha Brooks, Program Manager; Lisa Price, Program Governance Coordinator; Bryan Lopez, IT Specialist I; Emily Gonzalez Demont, Assistant Director of Grants Management; MaryAnn Mooney, Program Manager, Debbie Connolly, EHS Program Coordinator; Donna Holland, Fiscal Administrator.
   a. No public comment.

6. **Standing Committee Reports** *(five minutes each)*
   a. School Readiness Committee—Mayra Zambrano informed the council that the School Readiness Committee had an introductory discussion about school readiness and what their committee would be focused on this year.

   b. Planning Committee—Nila Hogan shared that the committee met February 5, 2019 and they reviewed the January 2018 enrollment & attendance report. We were fully enrolled for January 2019 with an average daily attendance of 98%. They reviewed the Child/Adult Care Food Program—more than 81,000 meals were prepared for the month of December. Theresa Priest had presented changes to the selection criteria verification form. The item was approved by the Planning Committee. Committee will not meet in the month of March. The Planning Committee will meet again on April 7, 2019.

   c. Finance Committee—Ashely Sabo shared with the council that they met on February 19th for the first time this year. The committee established that they will be meeting one week prior to the Policy Council meetings. They went over finances and budgets for the fiscal year. Everything is balanced. Non-Federal Share was also reviewed.

   d. By-Laws Committee—Jaqueline Boykin informed the council that the committee has not met since their initial meeting in January. The next meeting will be March 14, 2019 and they will be reviewing suggestions and discuss changes to the current bylaws.

7. **Presentations**
   a. 2019 California Head Start Association Conference – Jacqueline Boykin, Andrea Martinez, Yolanda Ochoa
   All three council members shared their experience attending the CHSA Parent Conference and provided an overview of the workshops they attended. All three highly recommend their peers attend next year, if offered the opportunity.

8. **New Business** – Chairperson **(**ACTION)**
   a. Motion to approve the submission of the Head Start/Early Head Start Cost of Living Adjustment (COLA) ~ Jerry Meade, Program Design and Management Administrator shared with the council the need to submit the COLA application for Kern Head Start and Early Head Start grant, as well as the San Joaquin grant. The funding would permanently increase the Head Start pay scale by 1.77 percent on March 1, 2019. Motion for approval of the submission of the Head Start/Early Head Start Cost of Living Adjustment (COLA), was made by Nila Hogan; seconded Jaqueline Boykin; motion carried unanimously.

   b. Nomination and election of participant(s) to attend Region IX Targeted Strategies to Support Social Emotional Skills; April 1-2, 2019; Stockton, CA. Lisa Price presented an invitation for council members to attend the Region IX Strategies to Support Social Emotional Skills conference on April 1st through April 2nd for two San Joaquin council members and one Kern council member. After discussion, Nila Hogan was nominated as the attendee, with Amber Dunlap as a first alternate and Yolanda Ochoa as a second alternate for Kern. Estela Corrales from San Joaquin was also nominated. Motion for approval was made by Enrique Salazar Jr.; seconded by Jaqueline Boykin.

   c. Election of Policy Council Members to subcommittees – Isabelle Diaz, Kandy Ramos, Michelle Valdez
   Nomination and election of the Planning Committee members~ two members signed up to be members of the Planning Committee. Kandy Ramos and Michelle Valdez selected to join the Planning Committee. Nomination and election of the Bylaws Committee members~ two members signed up to be members of the Bylaws Committee. Isabelle Diaz and Michelle Valdez selected to join the Bylaws Committee. Motion for approval to add Kandy Ramos and Michelle Valdez to the Planning Committee and to add Isabelle Diaz and Michelle Valdez to the Bylaws Committee, was made by Enrique Salazar Jr.; seconded Ashley Sabo; motioned carried unanimously.

9. **Communications**
   a. Kern Head Start Budget vs. Actual Expenditures, March 1, 2018 through January 31, 2019
   b. Kern Early Head Start Budget vs. Actual Expenditures, March 1, 2018 through January 31, 2019
   c. San Joaquin Early Head Start Budget vs. Actual Expenditures, February 1, 2018 through January 31, 2019
   d. Early Head Start Child Care Partnerships Budget vs. Actual Expenditures, September 1, 2018 through January 31, 2019
   e. Parent Local Travel & Child Care through January 31, 2019
   f. Parent Activity Funds through January 31, 2019
   g. Kern Head Start and Early Head Start Non-Federal Share and In-Kind Report, March 1, 2018 through January 31, 2019
   h. San Joaquin Early Head Start Non-Federal and In-Kind Report, February 1, 2018 through January 31, 2019
   i. Policy Council Bylaws Meeting Minutes ~ (English/Spanish)
   j. Policy Council School Readiness Meeting Minutes ~ (English/Spanish)
   k. Letter of Termination for Michael Sabo ~ January 23, 2019 (English/Spanish)
   l. Letter of Termination for Jodi Sanchez ~ January 30, 2019 (English/Spanish)
   m. Memo Resignation of Policy Council Member Bonnie Garcia ~ February 14, 2019 (English/Spanish)
   n. Battle the Bottle ~ Alcoholics Anonymous Meeting
   o. Public Charge Informational Meetings ~ February 28, 2019 & March 14, 2019 (English/Spanish)
   p. Children's Mobile Immunization Program ~ March 2019 (English/Spanish)
   q. Read Across America ~ March 8, 2019

r. Car Seat Check Event ~ March 23, 2019
s. Programs for Youth Overview ~ March 28, 2019 (English/Spanish)
t. Policy Council Meeting Dates ~ 2018-2019
u. CAPK Agency School Readiness Meeting Dates ~ 2018-2019

The Chairperson called for a motion to receive and file item number 9—communications, (a) through (u). Motion made by Enriquez Salazar Jr. to receive and file item number 9—communications, (a) through (u).

10. **School Readiness Report** – Video
Lisa Price shared a video from the Health & Nutrition Services team giving an update on health training provided to staff and the home base team on varies topics. San Joaquin staff attended the Health Services Committee on January 24, 2019. The Kern Health Advisory Committee meeting will be April 23, 2019 and the council is invited to attend. The Health team also attended the Saving Smiles Collaborative. Health staff has provided CPR courses and 44 team members have been CPR certified this year. The Health & Nutrition Services update was presented to the council via PowerPoint presentation. Ana Lester requested that School Readiness team be present next time they are making a presentation instead of making a video, in case any of the council members have specific questions. When the council was asked if they felt the same, 4 members raised their hands. Staff offered to communicate the request to administration.

11. **Program Governance Report/Training** – Lisa Price, Program Governance Coordinator
Lisa Price shared her experience at the CHSA conference in Riverside and thanked the council members that attended by presenting them with certificates of participation. She offered some additional insight to council on topics shared from the other attendees earlier in this meeting.

12. **Community Representative Report** – Ana Lester/Lindsay Harrison
Ana Lester dispersed information regarding the PG&E CARE program regulation changes, discount auto insurance information, and weatherization program information through PG&E.
Lindsay Harrison shared information about a (pregnancy) Ultrasound Mobile service unit, providing a calendar with dates, times, and locations. She also notified the council of a Car Seat check event on March 23, 2019.

13. **Early Head Start San Joaquin Report** – Rashi Strother, Family Services and Governance Specialist
Rashi Strother share that PC member, Estella Corrales would be providing the SJC report. Estella Corrales shared her experience at the CHSA conference in Riverside and discussed some learning outcomes she experienced.

14. **Early Head Start Partnership Report** – Debbie Connolly, EHS Partnership Coordinator
Debbie Connolly shared a success story of a teen mom from Blanton Child Development and provided the council with a pamphlet for an Early Education & Child Development program at Bridges Academy in partnership with Blanton Child Development Center.

15. **Board of Directors Representatives Report** – Yolanda Ochoa, Board of Directors Representative
Yolanda Ochoa informed the council that everything that was presented to the council was also presented at the Board of Director's meeting and subsequently approved. Yolanda also shared her experience in volunteering at Molina Foundation book giveaway.

16. **Director's Report (HS/State Child Development)** – Yolanda Gonzales, Director of Head Start/State Child Development
Jerry Meade presented on behalf of Yolanda Gonzales. Jerry shared with the council that the fiscal year ends February 28, 2019. He also invited the council members to participate in Read Across America's reception on March 8, 2019 at 8:00 a.m. Jerry shared a comment from Donna congratulating the SJC team for narrowing the gap in the funding approved in the Non-Federal Share waiver adding they were closer to their goal than in years past. Jerry informed the council that new funding should be approved, and the notice of awards will be presented at the next council meeting. Jerry shared that recruitment has been started to promote the next school year. Jerry informed the council that CAPK is negotiating with the Department of Human Services,

Cal-WORKS program for a Home Visiting Initiative to partner with our program, which will give access to training Opportunities from DHS and increase services to pregnant women and mothers with young children. There will be a media kick off in March.

17. **Policy Council Chairperson/Announcements** – Amber Dunlap, Chairperson
    Enrique Salazar Jr. had a comment, proposing that council meeting needs to be kid friendly and that children should be provided with a kid friendly area.
    Amber Dunlap invited council members to participate in the Read Across America. She also encouraged everyone to practice healthy habits such as hand washing in order to avoid getting illness.

18. **Adjournment** – Chairperson
    The meeting was adjourned at 6:39 p.m. by the chairperson.

COMMUNITY ACTION PARTNERSHIP OF KERN
CONCILIO DE POLIZA MINUTOS DE JUNTA
26 de febrero del 2019
5005 Business Park North ~ CAPK OFICINA MATRIZ

1. **Llamado de Orden – presidente, Amber Dunlap**. llamó de orden a las 5:30 p.m.
   a. Momento de silencio, promesa de lealtad
   b. Lectura de la Promesa de Acción Comunitaria
   "Acción Comunitaria cambia la vida de las personas, encarna el espíritu de la esperanza, mejora las comunidades, y hace de América un mejor lugar para vivir. Nos preocupamos por la comunidad entera, y estamos dedicados a ayudar a la gente a ayudarse a sí mismos y a otros.
2. **Pase de lista/ Presentación de miembros – Amber Dunlap, presidente**; la presentación de miembros fue establecida.
   Miembros del concilio presentes: Amber Dunlap, Jaqueline Boykin, Isabella Diaz, Daisy Valencia, Ashley Sabo, Michelle Valdez, Nila Hogan, Enrique Salazar Jr., Kandy Ramos, Andrea Martinez, Mayra Zambrano, Yolanda Ochoa, Ana Lester, Lindsay Harrison, Estella Corrales (SJ)
3. **Aprobación de agenda – presidente** **(**ACCIÓN)**
   a. Una propuesta para aprobar la agenda de la junta del 26 de febrero del 2019 fue presentada por Yolanda; y fue secundada por Enrique Salazar Jr.; la propuesta fue aprobada unánimemente.
4. **Aprobación de minutos – presidente** **(**ACCIÓN)**
   Una propuesta para aprobar los minutos de la junta del Concilio del 22 de enero del 2018 fue iniciada por Yolanda Ochoa.; y fue secundada por Enrique Salazar Jr., la propuesta fue aprobada unánimemente.
5. **Presentación de Invitados/ Foro Publico**
   Los siguientes invitados asistieron: Jerry Meade, diseñador de programa y administrador de gestiones; Letisha Brooks, gerente de programa; Lisa Price, Coordinador del Programa de Gobernanza; Bryan López Especialista de IT (información y Tecnología); Emily González Demont, subdirector de gestión de subsidios; Debbie Conolly, Coordinadora de la Asociación de EHS, Donna Holland, Administrador Fiscal
   a. Ningún comentario público.
6. **Reportes de Comités Permanentes** *(cinco minutos cada uno)*
   a. Comité de Preparación escolar – Mayra Zambrano informó al concilio que el Comité de Preparación Escolar había tenido una discusión inicial acerca de la preparación escolar y en los temas que el comité se enfocará este año.
   b. Comité de Planeación – El comité de planeación se reunió el 5 de febrero de 2019. El comité revisó los reportes de inscripción y promedios de asistencia diaria de mes de enero. Los promedios de asistencia diaria del programa arrojaron una cifra de 98% de asistencia general e inscripción completa (a su capacidad total). También se revisó el reporte del programa de Cuidado alimenticio de Niños (as) y Adultos (CACFP, cifras en inglés, dicho reporte informó que la cocina central de CAPK preparó más de 81,000 comidas durante el mes de diciembre. Theresa Priest presentó los cambios a la forma de verificación, dichos cambios fueron aprobados por el comité de Planeación. Antedicho comité no se reunirá en el mes de marzo. La próxima junta se llevará a cabo el 7 de abril de 2019.
   c. Comité de Finanzas – Ashley Sabo informo que el comité se reunió el 19 de febrero por primera vez este año. El comité estableció que se reunirán una semana antes de las juntas del Consejo de Póliza. Revisaron el capital y presupuesto para el año fiscal. Todo está balanceado. La aportación no federal también fue revisada
   d. Comité de Reglamentos – Jaqueline Boykin informó al concilio que el comité no se ha reunido desde la junta inicial de enero. La próxima junta programada es para el 14 de marzo del 2019, y estarán revisando sugerencias y discutirán los cambios a los reglamentos vigentes.
7. **Presentaciones**
   a. Conferencia de la Asociación de Head Start de California 2019 – Jacqueline Boykin, Andrea Martinez, Yolanda Ochoa.
   Los tres miembros de concilio compartieron sus experiencias al haber asistido a las Conferencias de CHSA y proporcionaron un resumen de los talleres a los que asistieron. Los tres miembros recomendaron ampliamente a sus compañeros participar para el próximo año, si se presentaba la oportunidad.
8. **Nuevos temas** – presidenta **(**ACCIÓN)**
   a. Moción para la aprobación de la remisión del ajuste de costo de vida (COLA) de Head Start/ Early Head Start ~
   Jerry Meade, diseñador de programa y administrador de gestiones compartió con el consejo la necesidad de remitir la solicitud de
   COLA para los programas de Head Start y Early Head Start de Kern, así como los subsidios para San Joaquín. Antedicho fondo incrementaría permanentemente la escala de honorarios para Head Start por 1.77 por ciento a partir del 1 de marzo del, 2019. Moción
   para aprobación fue iniciada por Nila Hogan; y secundada por Jaqueline Boykin; la moción fue aprobada unánimente.
   b. Nominación y elección de los participantes para asistir a la Conferencia de estrategias específicas de la Región IX para apoyar las habilidades socioemocionales; 1-2 de abril de 2019; Stockton, CA. Lisa Price presentó una invitación para que los miembros

del consejo asistan a la conferencia dos miembros del consejo de San Joaquín y un miembro del consejo de Kern. Después de la discusión, Nila Hogan fue nominada como asistente, con Amber Dunlap como primera suplente y Yolanda Ochoa como segunda suplente para Kern. Estela Corrales de San Joaquín también fue nominada. La moción para aprobación fue hecha por Enrique Salazar Jr.; secundada por Jaqueline Boykin.

c. Elección de los Miembros del Concilio de Pólizas a los subcomités – Isabell Diaz, Kandy Ramos, Michelle Valdez nominación y elección de miembros del comité de Planeación~ dos miembros se nominaron para el comité de planeación. Kandy Ramos y Michelle Valdez fueron seleccionadas para unirse al comité de planeación. Nominación y elección de Comité de Reglamentos, dos miembros se nominaron para unirse a antedicho comité. Moción para agregar a Kandy Ramos y Michelle Valdez al comité de planeación e Isabelle Diaz y Michelle Valdez al Comité de Reglamentos fue propuesta por Enrique Salazar Jr.; y fue secundado por Ashley Sabo; la moción se aprobó por unanimidad.

9. **Comunicaciones**
   a. Presupuesto de Kern Head Start vs. Gastos Actuales, 1 de marzo ,2018 hasta el 31 de enero del 2019.
   b. Presupuesto de Kern Early Head Start vs. Gastos Actuales, 1 de marzo ,2018 hasta el 31 de enero del 2019.
   c. Presupuesto de San Joaquín Early Head Start Budget vs. Gastos Actuales, 1 de febrero ,2018 hasta el 31 de enero del 2019.
   d. Presupuesto de Early Head Start asociaciones de cuidado infantil vs. Gastos Actuales, 1 de septiembre 2017 hasta 31 de diciembre de,2018.
   e. Viajes locales de padres & cuidado Infantil hasta el 31 de enero del 2019.
   f. Fondos para las actividades de Padres hasta el 31 de enero del 2019.
   g. Reporte de contribuciones internas y de fondos no federales para Kern Head Start y Early Head Start de 1 de marzo, 2018 hasta el 31 de enero del 2019.
   h. Reporte de contribuciones internas y de fondos no federales, para San Joaquín Early Head Start 1 de febrero, 2018 hasta 31 de enero del 2019.
   i. Minutos de la junta del consejo de reglamentos. (Inglés y Español)
   j. Minutos de la junta de preparación escolar (Inglés y Español)
   k. Carta de cancelación de membresía para Michael Sabo ~ 23 de enero de 2019
   l. Carta de cancelación de membresía para Michael Sabo ~ 23 de enero de 2019
   m. Memorándum de renuncia del miembro del Consejo de Póliza Bonnie García fechado el 14 de febrero. (Inglés y Español)
   n. Batalla contra la Botella Junta de Alcohólicos anónimos
   o. *Juntas informativas acerca del Cargo Publico 28 de Febrero y 14 de Marzo 2019.* (Inglés y Español)
   p. *Programa de Vacunación infantil móvil ~ Marzo 2019.* (Inglés y Español)
   q. *Lea a través de América ~ Marzo 8, 2019*
   r. *Evento de revisión de asientos de seguridad 23 de marzo 2019*
   s. *Perspectiva para los Programas de Juveniles 28 de Marzo 2019.* (Inglés y Español)
   t. *Fechas para las juntas del Concilio de Póliza 2018-2019*
   u. *Juntas de la Agencia de CAPK 2018-2019*

   La presidenta pidió una moción para recibir y archivar la comunicación número 9 de la (a) hasta la (u). Moción presentada por Enrique Salazar Jr. para recibir y archivar la sección 9 – comunicaciones de la (a) hasta la (u).

10. **Reporte de preparación escolar** – VIDEO

    Lisa Price mostró un video del equipo de Servicios de Salubridad y Nutrición, el cual proporcionaba capacitación de salubridad enfocada para el personal y el equipo de asistencia en casa sobre varios temas. El personal de San Joaquín asistió a el comité de servicios de salubridad el 24 de enero del 2019. El comité de consejería de salud de Kern se llevará a cabo el 23 de abril del 2019 y el concilio ha sido invitado a asistir. La división de Salud también asistió a una colaborativo llamada Saving Smiles (Salvando Sonrisas). La división de salubridad ha proporcionado cursos de Resituación Cardio pulmonar (CPR, siglas en inglés y 44 miembros del personal han recibido su certificación este año. La división de Salubridad y nutrición presentó al concilio información por medio de una presentación audiovisual. Ana Lester pidió que se cuente con la presencia de un miembro del equipo en vez de mandar videos, en caso de que los miembros del Concilio tengan preguntas específicas. Cuando se preguntó al resto del grupo si pensaban de la misma manera, 4 miembros levantaron la mano. El personal ofreció comunicar este pedido a la administración. Se introdujo un video, el cual proporcionó información acerca de las capacitaciones a futuro de la división de Servicios Familiares e Incapacitados.

11. **Reporte y Capacitación del programa de Gobernanza** – Lisa Price, Coordinadora del programa de gobernanza

    La Sra. Price compartió su experiencia sobre la conferencia CHSA en Riverside, y agradeció a los miembros del concilio que asistieron, proporcionándoles un certificado de participación. Ofreció puntos adicionales al concilio que coincidieron con lo que los otros miembros habían compartido anteriormente.

12. **Reporte del represéntate comunitario** – Ana Lester/Lindsay Harrison

    La Sra. Lester proporcionó información acerca del programa CARE de PG & E, los cambios a las reglas, información sobre el seguro de auto con descuentos y el programa de climatización a través de PG & E. Lindsay Harrison proporcionó información acerca del servicio de ultrasonidos móvil, y proporcionó una lista de las fechas horas y lugares donde se encontrará esta unidad móvil. También notificó al concilio del evento de revisión de asientos de seguridad que se llevará a cabo el 23 de marzo del 2019.

    Reporte de Early Head Start de San Joaquín – – Rashi Strother, Especialista de Servicios Familiares y de Gobernanza

    La Sra. Strother informó que el miembro del concilio, Estela Corrales sería la persona que proporcionaría el reporte de SJC. Estela Corrales compartió su experiencia y conocimiento adquirido en la conferencia de CHSA en Riverside.

13. **Reporte de la asociación de Early Head Start** – Debbie Connolly, Coordinadora de la Asociación de EHS

    La Sra. Conelly compartió la historia de éxito de una mamá adolescente del Centro de Desarrollo Infantil Blanton y proporcionó al concilio un folleto sobre el programa de Educación temprana y desarrollo infantil que es auspiciado por la Academia Bridges en colaboración con el Centro de Desarrollo infantil Blanton.

14. **Reporte del representante de la Junta de Directores** – Yolanda Ochoa, representante de la Junta de Directores

    La Sra. Ochoa informó al concilio que todos los temas presentados en esta junta, también había sido compartidos en la junta de la Mesa Directiva y subsecuentemente habían sido aprobados. Yolanda también compartió su experiencia al haber sido parte de los voluntarios que asistieron en la repartición de libros patrocinada por la Fundación Molina.

15. **Reporte del director (Desarrollo Infantil Estatal/HS)** – Jerry Meade, Diseñador de programa y administrador de gestiones

    Jerry Mead hizo la presentación en lugar de Yolanda Gonzales. Jerry compartió con el concilio la finalización del año fiscal el 28 de febrero del 2019. También invitó a los miembros del concilio a participar en el evento Lea a través de América, el 8 de Marzo del 2019 a las 8 am. Jerry compartió una felicitación de Donna para el equipo de SJC por reducir la brecha de en la aportación de fondos no federales y agregó que se están acercando cada vez más a la meta que en años anteriores. Jerry informó al consejo que el aviso de compensación esta por aprobarse, y el aviso de compensación se presentará en la próxima junta del concilio. Jerry informó que el reclutamiento para impulsar la inscripción en próximo año ya está en campaña. Jerry también informó al concilio que CAPK esta negociando con el departamento de Servicios Humanos Cal-WORKS la iniciativita de Visitas en casa en asociación con nuestro programa, el cual proporcionará acceso a oportunidades de capacitación de DHS e incrementará los servicios a las personas embarazadas y a las mamás con niños pequeños. Habrá una ceremonia de inauguración en Marzo.

16. **Anuncios del presidente del Concilio de Póliza** – Amber Dunlap, presidenta

    Enrique Salazar Jr. comentó, y propuso que las juntas del concilio deberían ser tener materiales y áreas para los niños. Amber Dunlap invitó a los miembros del concilio a participar en el evento Lea a través de América. También invito a todos los presentes a practicar hábitos alimenticios saludables, como, por ejemplo, lavarse las manos para evitar enfermedades

17. **Clausura de sesión** –presidenta

    La sesión fue clausurada por la presidenta a las 6:39 p.m.

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 February 28, 2019 – Info Item

Date: March 26, 2019

The following are highlights of the Kern Head Start Budget to Actual Report for the period March 1, 2018 through February 28, 2019. Twelve months (100%) of the 12-month budget period have elapsed. Staff will continue to provide this report until all costs have been recorded.

Base Funds
Overall expenditures are at 99% of the budget.

Training & Technical Assistance Funds
Overall expenditures are at 100% of the budget.

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) – purchased;
- Replacement maintenance utility vehicle (1) – purchased;
- Replacement convection oven (1) – purchased;
- Facility improvements at the Delano and Harvey L. Hall child development centers – work has been completed.

Non-Federal Share (Head Start and Early Head Start Combined)
Non-Federal share is at 131% 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 - February 28, 2019
Month 12 of 12 (100%)

Prepared 03/13/2019

HEAD START

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	10,597,810	10,528,125	69,685	99%	1%
FRINGE BENEFITS	3,337,685	3,308,685	29,000	99%	1%
TRAVEL	5,000	13,630	(8,630)	273%	-173%
EQUIPMENT	222,520	211,150	11,370	95%	5%
SUPPLIES	886,988	939,032	(52,044)	106%	-6%
CONTRACTUAL	126,502	109,184	17,318	86%	14%
OTHER	3,760,375	3,635,107	125,268	97%	3%
INDIRECT	1,826,701	1,773,114	53,587	97%	3%
TOTAL BASE FUNDING	**20,763,581**	**20,518,026**	**245,555**	**99%**	**1%**
TRAINING & TECHNICAL ASSISTANCE					
TRAVEL	45,946	57,845	(11,899)	126%	-26%
SUPPLIES	20,839	20,880	(41)	100%	0%
CONTRACTUAL	8,944	6,106	2,838	68%	32%
OTHER	150,787	141,786	9,001	94%	6%
INDIRECT	22,652	22,501	151	99%	1%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**249,168**	**249,118**	**50**	**100%**	**0%**
CARRYOVER					
EQUIPMENT	134,000	133,999	1	100%	0%
OTHER	343,802	331,690	12,112	96%	4%
INDIRECT	34,380	33,169	1,211	96%	4%
TOTAL CARRYOVER	**512,182**	**498,858**	**13,324**	**97%**	**3%**
GRAND TOTAL HS FEDERAL FUNDS	**21,524,931**	**21,266,002**	**258,929**	**99%**	**1%**

HEAD START and EARLY HEAD START KERN NON-FEDERAL SHARE

SOURCE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	2,638,565	4,174,861	(1,536,296)	158%	-58%
CALIF DEPT OF ED	3,804,474	4,252,833	(448,359)	112%	-12%
TOTAL NON-FEDERAL	**6,443,039**	**8,427,694**	**(1,984,655)**	**131%**	**-31%**

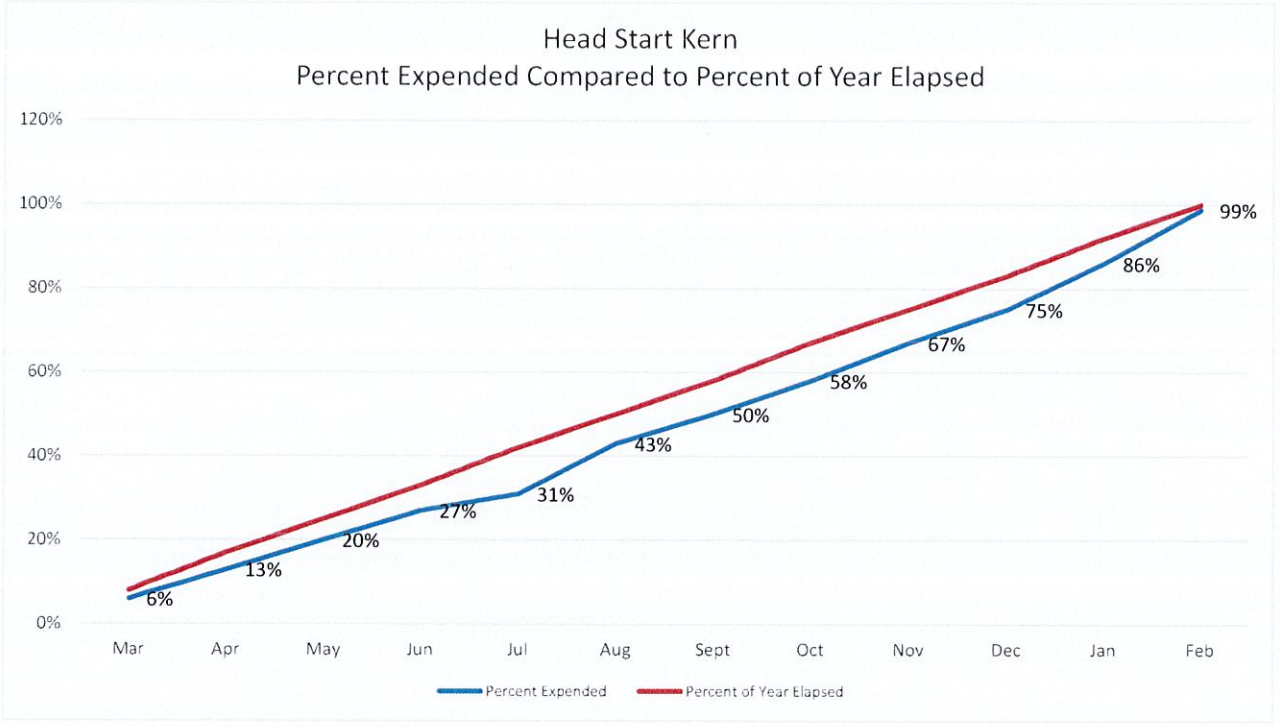
Budget reflects Notice of Award **#09CH9142-05-05** (adjusted for Child Care Food Subsidy).

Actual expenditures include posted expenditures and estimated adjustments through 02/28/2019.

Administrative Cost for HS and EHS Kern **8.3%**

Agency-Wide Credit Card Report

	CURRENT	1 TO 30	31 TO 60	61 TO 90	TOTAL	STATEMENT DATE
Bank of America	37,863				**37,863**	2/21/2019
Lowe's	10,251	409			**10,660**	2/25/2019
Smart & Final		123			**123**	3/1/2019
Save Mart	2,065	126			**2,191**	2/24/2019
Chevron & Texaco Business Card	7,537				**7,537**	3/5/2019
Home Depot	14,888				**14,888**	3/5/2019
	72,604	**658**	**0**	**0**	**73,262**	


Head Start Kern
Percent Expended Compared to Percent of Year Elapsed
120%
100%
80%
60%
40%
20%
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Aug
Sept
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Nov
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Jan
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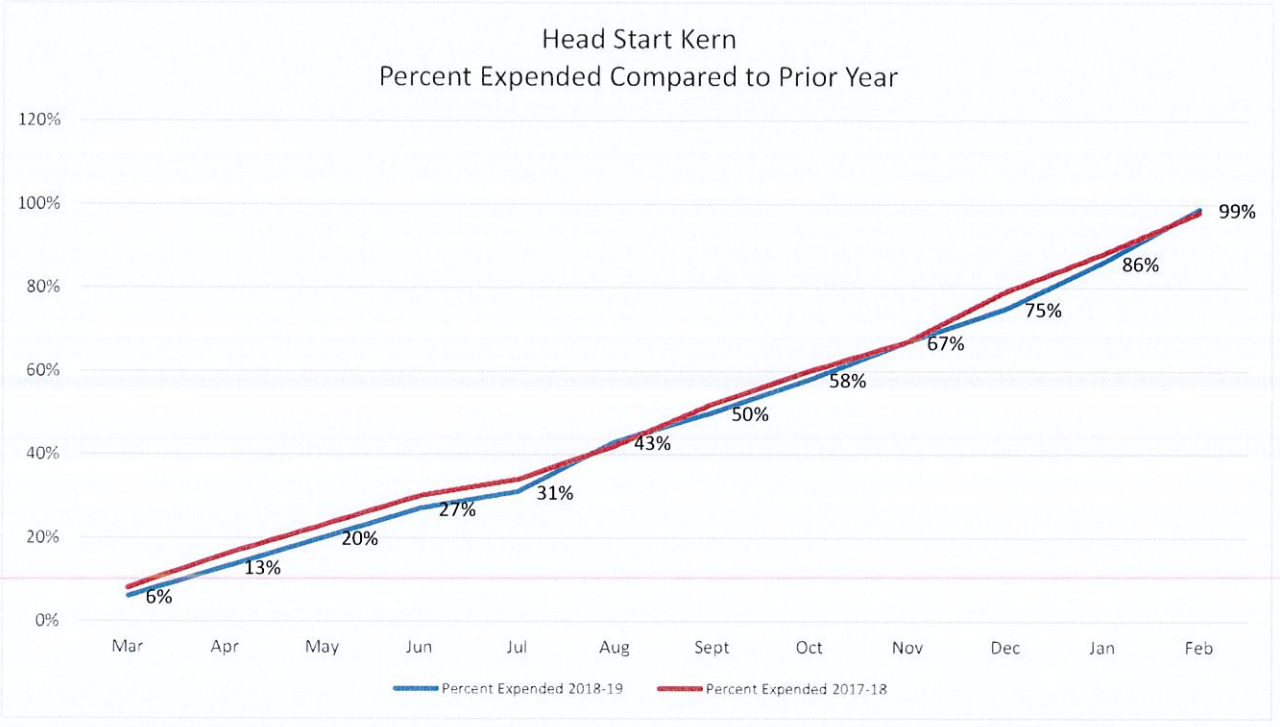
67%
75%
86%
99%
Percent Expended
Percent of Year Elapsed


Head Start Kern
Percent Expended Compared to Prior Year
120%
100%
80%
60%
40%
20%
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6%
13%
20%
27%
31%
43%
50%
58%
67%
75%
86%
99%
Percent Expended 2018-19
Percent Expended 2017-18

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 February 28, 2019 – Info Item

Date: March 26, 2019

The following are highlights of the Kern Early Head Start Budget to Actual Report for the period March 1, 2018 through February 28, 2019. Twelve months (100%) of the 12-month budget period have elapsed. Staff will continue to provide this report until all costs have been recorded.

Base Funds
Overall expenditures are at 96% of the budget.

Salaries & Fringe Benefits costs were low compared to this point in the budget period. Most of the savings were realized because reimbursement rates from California Department of Education increased significantly effective July 1, 2018.

Supplies: The purchase of additional classroom supplies were purchased using savings realized in the Salaries/Fringe Benefits cost categories.

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

Training & Technical Assistance Funds
Overall expenditures are at 93% of the budget.

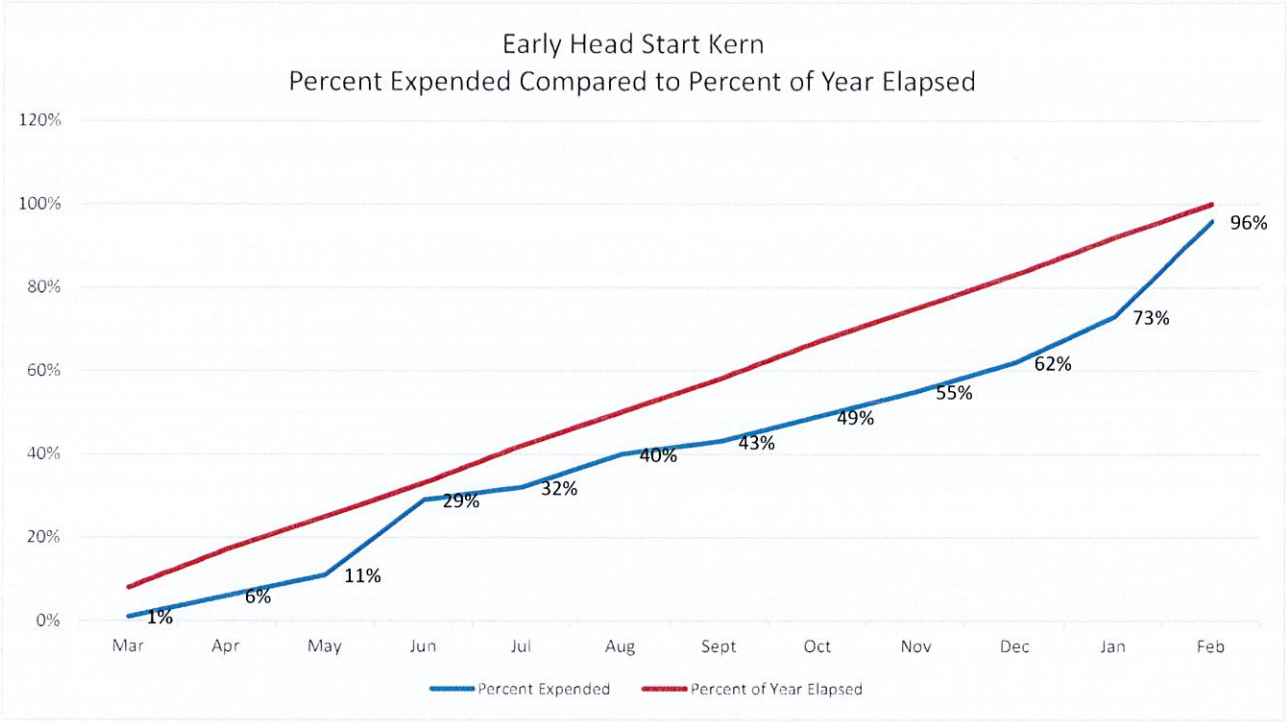
Carryover
The Office of Head Start approved the carryover of funds from the prior budget for the purchase of two replacement vehicles (one food delivery van and one program vehicle). 100% of the funds were expended.

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 - February 28, 2019
Month 12 of 12 (100%)

Prepared 03/12/2019

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	2,004,602	1,787,204	217,398	89%	11%
FRINGE BENEFITS	655,042	565,588	89,454	86%	14%
EQUIPMENT	247,240	255,869	(8,629)	103%	-3%
SUPPLIES	263,896	486,143	(222,247)	184%	-84%
CONTRACTUAL	22,328	17,137	5,191	77%	23%
OTHER	535,893	485,615	50,278	91%	9%
INDIRECT	364,220	327,755	36,465	90%	10%
TOTAL BASE FUNDING	**4,093,221**	**3,925,312**	**167,909**	**96%**	**4%**
TRAINING & TECHNICAL ASSISTANCE					
TRAVEL	35,330	10,817	24,513	31%	69%
SUPPLIES	4,020	6,491	(2,471)	161%	-61%
CONTRACTUAL	3,656	3,347	309	92%	8%
OTHER	45,179	61,001	(15,822)	135%	-35%
INDIRECT	8,819	8,143	676	92%	8%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**97,004**	**89,800**	**7,204**	**93%**	**7%**
CARRYOVER					
EQUIPMENT	57,000	57,000	0	100%	0%
INDIRECT	0	0	0		
TOTAL CARRYOVER	**57,000**	**57,000**	**0**	**100%**	**0%**
GRAND TOTAL EHS FEDERAL FUNDS	**4,247,225**	**4,072,111**	**175,114**	**96%**	**4%**

Budget reflects Notice of Award **#09CH9142-05-05** (adjusted for Child Care Food Subsidy)
Actual expenditures include posted expenditures and estimated adjustments through 02/28/2019.


Early Head Start Kern
Percent Expended Compared to Percent of Year Elapsed
120%
100%
80%
60%
40%
20%
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32%
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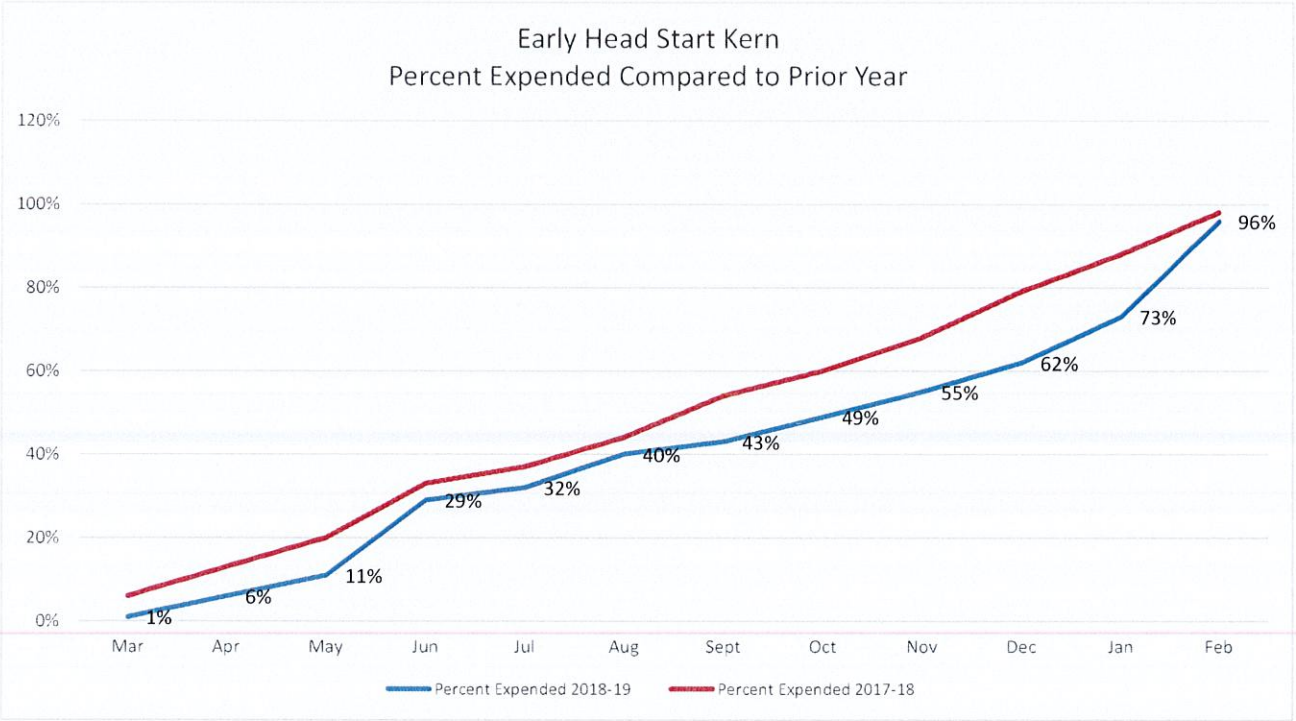
43%
49%
55%
62%
73%
96%
Percent Expended
Percent of Year Elapsed


Early Head Start Kern
Percent Expended Compared to Prior Year
120%
100%
80%
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Nov
Dec
Jan
Feb
1%
6%
11%
29%
32%
40%
43%
49%
55%
62%
73%
96%
Percent Expended 2018-19
Percent Expended 2017-18

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 January 31, 2019 (Interim) – Info Item

Date: March 26, 2019

The following are highlights of the San Joaquin Early Head Start Budget to Actual Report for the period February 1, 2018 through January 31, 2019. Twelve months (100%) of the 12-month budget period have elapsed.

Base Funds
Overall expenditures are at 98% of the budget.

Training & Technical Assistance Funds
Overall expenditures are at 98% of the budget.

Personnel, Fringe Benefits, and Travel costs exceeded the amount budgeted. The overage was covered by decreased spending in other categories.

Non-Federal Share
Non-Federal share is at 107% of the budget. Approval to waive $141,172 of the non-Federal share requirement was received from Office of Head Start.

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 - January 31, 2019
Month 12 of 12 (100%)

Prepared 03/12/2019

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	3,097,074	3,092,177	4,897	100%	0%
FRINGE BENEFITS	827,018	825,957	1,061	100%	0%
TRAVEL	20,232	21,676	(1,444)	107%	-7%
EQUIPMENT	47,500	49,310	(1,810)	104%	-4%
SUPPLIES	135,535	120,256	15,279	89%	11%
CONTRACTUAL	11,923	14,869	(2,946)	125%	-25%
OTHER	593,113	563,437	29,676	95%	5%
INDIRECT	445,116	403,685	41,431	91%	9%
TOTAL	**5,177,511**	**5,091,367**	**86,144**	**98%**	**2%**
TRAINING & TECHNICAL ASSISTANCE FUNDS					
PERSONNEL	25,200	30,370	(5,170)	121%	-21%
FRINGE BENEFITS	8,689	10,882	(2,193)	125%	-25%
TRAVEL	9,959	21,200	(11,241)	213%	-113%
SUPPLIES	7,961	3,825	4,136	48%	52%
CONTRACTUAL	3,500	0	3,500	0%	100%
OTHER	53,033	43,738	9,295	82%	18%
INDIRECT	10,833	7,207	3,626	67%	33%
TOTAL	**119,175**	**117,222**	**1,953**	**98%**	**2%**
GRAND TOTAL EHS FEDERAL FUNDS	**5,296,686**	**5,208,589**	**88,097**	**98%**	**2%**

NON-FEDERAL SHARE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	1,183,000	1,262,036	(79,036)	107%	-7%
TOTAL NON-FEDERAL FUNDS	**1,183,000**	**1,262,036**	**(79,036)**	**107%**	**-7%**

Centralized Administrative Cost	6.4%
Program Administrative Cost	2.6%
Total Administrative Cost	**9.0%**

Budget reflects Notice of Award #09CH010071-04-04
Actual expenditures include posted expenditures and estimated adjustments through 01/31/2019

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 February 28, 2019 – Info Item

Date: March 26, 2019

The following are highlights of the San Joaquin Early Head Start Budget to Actual Report for the period February 1, 2019 through February 28, 2019. One month (8%) of the 12-month budget period has elapsed.

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

Training & Technical Assistance Funds
Overall expenditures are at 7% of the budget.

Non-Federal Share
Non-Federal share is at 3% of the budget. Documentation for much of February could not be tabulated in time to be included in this report.

Community Action Partnership of Kern

Early Head Start - San Joaquin County

Budget to Actual Report

Budget Period: February 1, 2019 - January 31, 2020

Report Period: February 1, 2019 - February 28, 2019

Month 1 of 12 (8%)

Prepared 03/12/2019

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	3,060,698	226,578	2,834,120	7%	93%
FRINGE BENEFITS	911,863	79,653	832,210	9%	91%
TRAVEL	20,232	0	20,232	0%	100%
SUPPLIES	140,925	7,232	133,693	5%	95%
CONTRACTUAL	12,078	0	12,078	0%	100%
OTHER	583,265	26,028	557,237	4%	96%
INDIRECT	448,450	34,029	414,421	8%	92%
TOTAL	**5,177,511**	**373,520**	**4,803,991**	**7%**	**93%**

TRAINING & TECHNICAL ASSISTANCE FUNDS					
PERSONNEL	39,312	3,136	36,176	8%	92%
FRINGE BENEFITS	11,534	2,059	9,475	18%	82%
TRAVEL	15,673	975	14,698	6%	94%
SUPPLIES	7,900	0	7,900	0%	100%
CONTRACTUAL	3,500	0	3,500	0%	100%
OTHER	30,423	1,144	29,279	4%	96%
INDIRECT	10,833	731	10,102	7%	93%
TOTAL	**119,175**	**8,045**	**111,130**	**7%**	**93%**

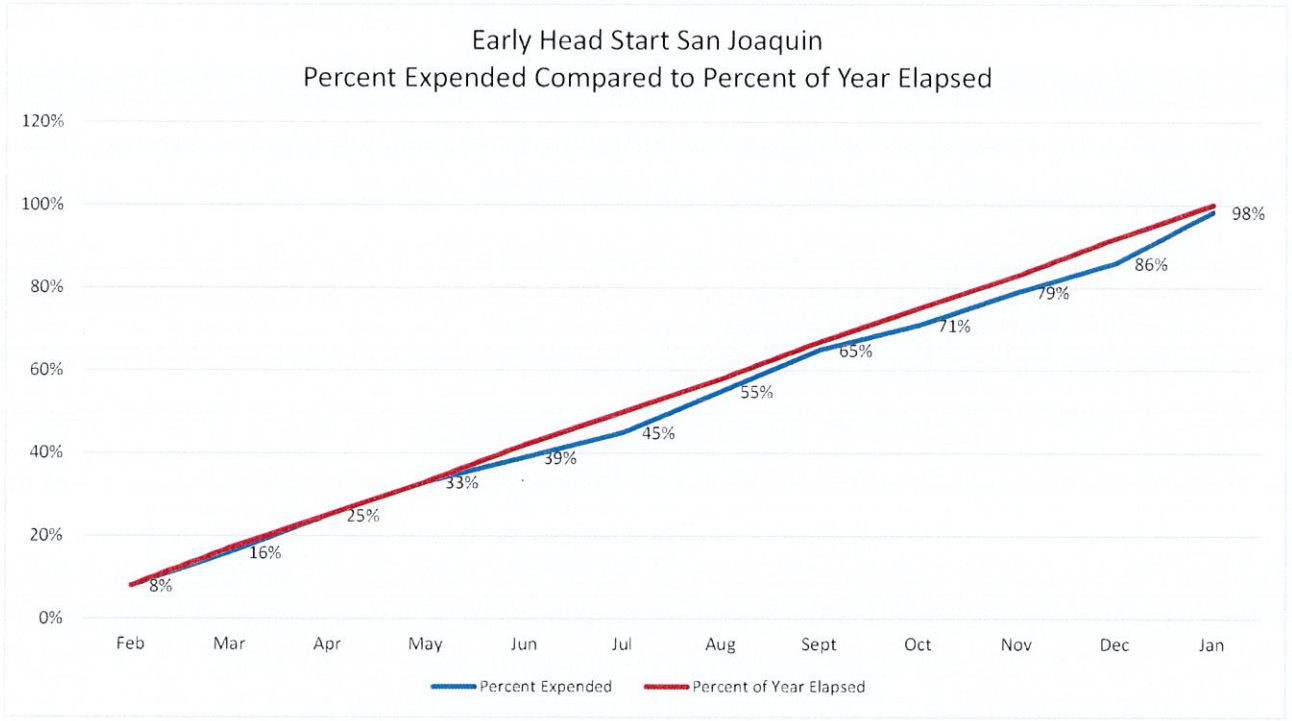
GRAND TOTAL EHS FEDERAL FUNDS	**5,296,686**	**381,565**	**4,915,121**	**7%**	**93%**

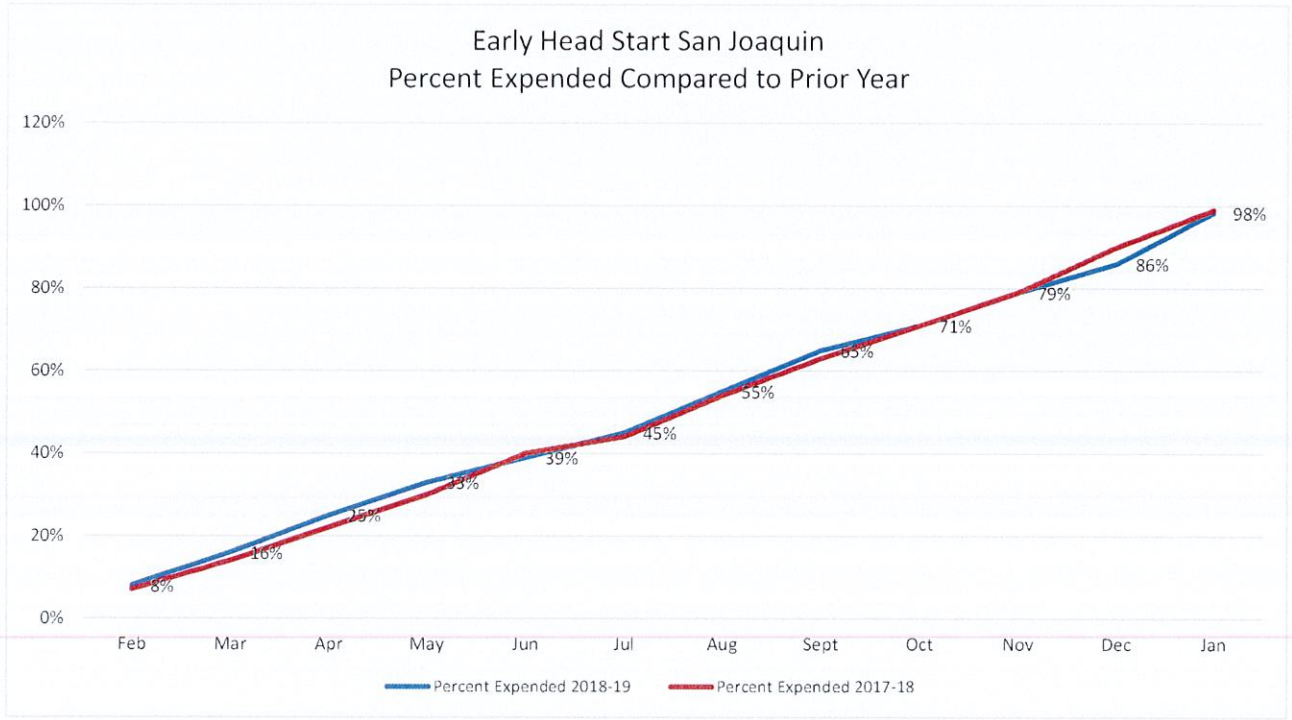
NON-FEDERAL SHARE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	1,324,172	44,008	1,280,164	3%	97%
TOTAL NON-FEDERAL FUNDS	**1,324,172**	**44,008**	**1,280,164**	**3%**	**97%**

Centralized Administrative Cost	8.2%
Program Administrative Cost	1.3%
Total Administrative Cost	**9.6%**

Budget reflects Notice of Award #09CH010071-05-00

Actual expenditures include posted expenditures and estimated adjustments through 02/28/2019


Early Head Start San Joaquin
Percent Expended Compared to Percent of Year Elapsed
120%
100%
80%
60%
40%
20%
0%
Feb
Mar
Apr
May
Jun
Jul
Aug
Sept
Oct
Nov
Dec
Jan
8%
16%
25%
33%
39%
45%
55%
65%
71%
79%
86%
98%
Percent Expended
Percent of Year Elapsed


Early Head Start San Joaquin
Percent Expended Compared to Prior Year
120%
100%
80%
60%
40%
20%
0%
Feb
Mar
Apr
May
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Jul
Aug
Sept
Oct
Nov
Dec
Jan
8%
16%
25%
33%
39%
45%
55%
65%
71%
79%
86%
98%
Percent Expended 2018-19
Percent Expended 2017-18

COMMUNITY ACTION PARTNERSHIP OF KERN
MEMORANDUM

To: Policy Council

From: Donna Holland, Fiscal Administrator

Subject: Early Head Start Child Care Partnerships
Budget to Actual Report for the Period Ended February 28, 2019 – Info Item

Date: March 26, 2019

The following are highlights of the Early Head Start Child Care Partnerships Budget to Actual Report for the period September 1, 2018 through February 28, 2019. Six months (50%) of the 12-month budget period has elapsed.

Base Funds
Overall expenditures are at 45% of the budget. Expenses in the Personnel and Other categories appear low but are not concerning at this point in the budget period. Expenses in all other categories are as expected.

Training & Technical Assistance (T&TA)
Overall expenditures are at 33% of the budget. Training expenses are incurred as needed, rather than evenly each month; the funds will be fully expended by budget year-end.

Non-Federal Share
Non-Federal share is at 103% 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 - February 28, 2019
Month 6 of 12 (50%)

Prepared 03/12/2019

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	130,082	52,572	77,510	40%	60%
FRINGE BENEFITS	33,248	19,445	13,803	58%	42%
SUPPLIES	1,750	252	1,498	14%	86%
CONTRACTUAL	462,028	215,206	246,822	47%	53%
OTHER	17,395	5,074	12,321	29%	71%
INDIRECT	64,398	29,195	35,203	45%	55%
TOTAL BASE	**708,901**	**321,744**	**387,157**	**45%**	**55%**

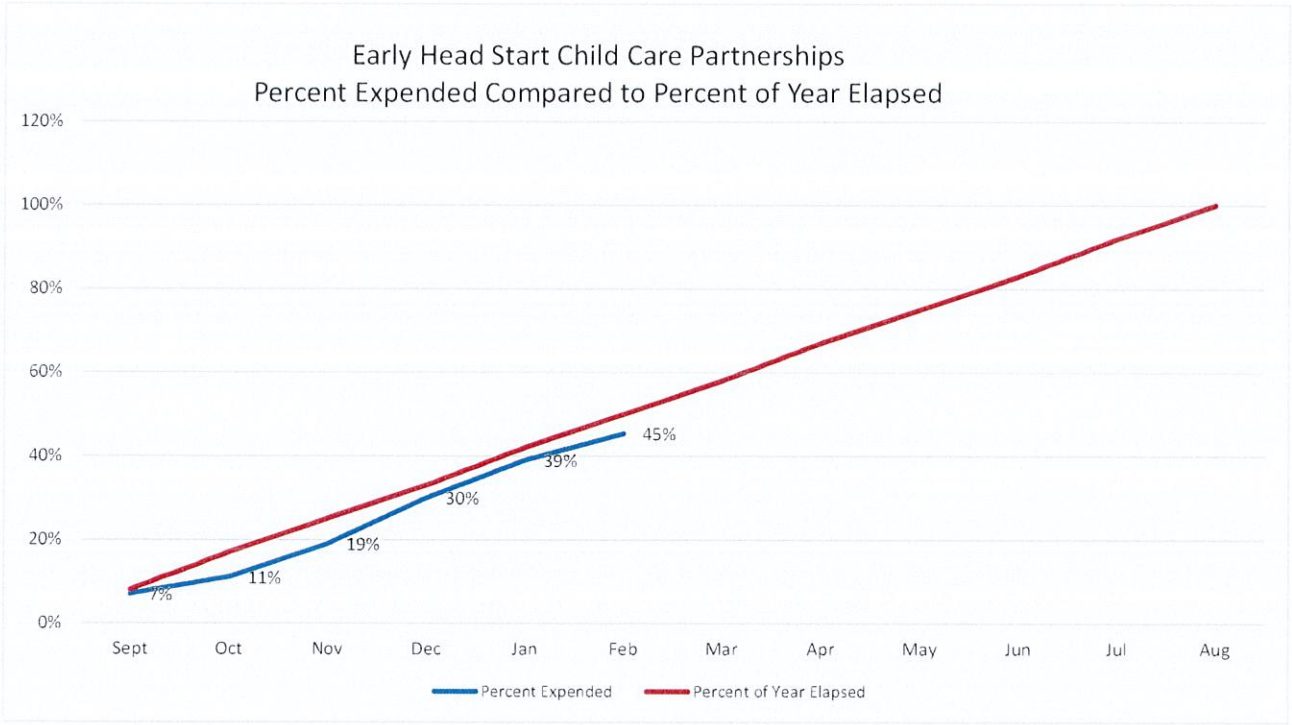
TRAINING & TECHNICAL ASSISTANCE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
TRAVEL	5,294	1,787	3,507	34%	66%
SUPPLIES	3,506	0	3,506	0%	100%
OTHER	6,473	3,187	3,286	49%	51%
INDIRECT	1,527	497	1,030	33%	67%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**16,800**	**5,471**	**11,329**	**33%**	**67%**

GRAND TOTAL FEDERAL FUNDS	**725,701**	**327,215**	**398,486**	**45%**	**55%**

NON-FEDERAL SHARE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	181,425	186,875	(5,450)	103%	-3%
TOTAL NON-FEDERAL FUNDS	**181,425**	**186,875**	**(5,450)**	**103%**	**-3%**

Centralized Administrative Cost	5.8%
Program Administrative Cost	0.9%
Total Administrative Cost	**6.7%**

Budget reflects Notice of Award #09HP0036-04-00.
Actual expenditures include posted expenditures and estimated adjustments through 02/28/2019.


Early Head Start Child Care Partnerships
Percent Expended Compared to Percent of Year Elapsed
120%
100%
80%
60%
40%
20%
0%
Sept
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Jan
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May
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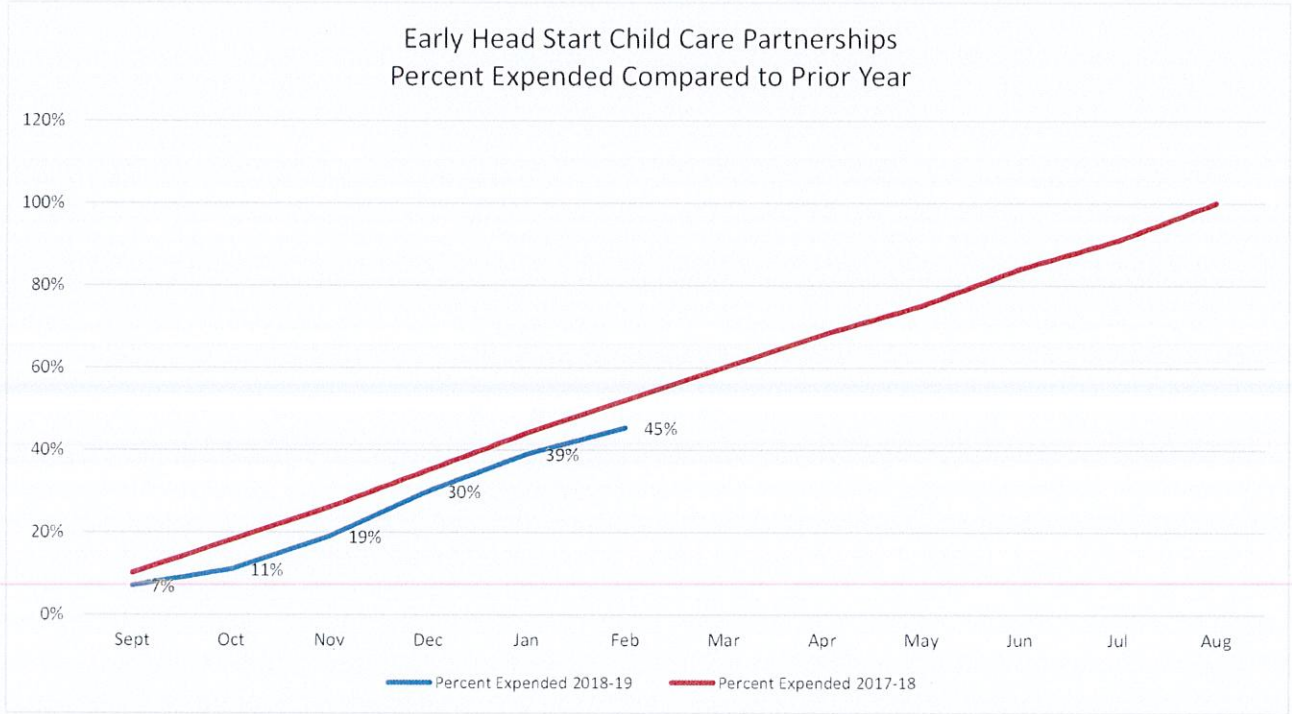
Jul
Aug
7%
11%
19%
30%
39%
45%
Percent Expended
Percent of Year Elapsed


Early Head Start Child Care Partnerships
Percent Expended Compared to Prior Year
120%
100%
80%
60%
40%
20%
0%
Sept
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May
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Aug
7%
11%
19%
30%
39%
45%
Percent Expended 2018-19
Percent Expended 2017-18

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 February 28, 2019 (Month 12 of 12)

Percent of year elapsed: 100%

LOCATION	FUNDED ENROLL-MENT	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	YTD Totals	IN-KIND GOAL	% OF GOAL MET
Alberta Dillard	68	34,035	33,958	21,731	0	0	10,812	28,512	33,602	30,992	24,984	27,186	25,301	271,114	76,308	355%
Alicante	34	4,692	4,448	2,107	0	0	1,952	3,772	4,586	5,019	3,377	4,944	5,016	39,913	38,154	105%
Broadway	44	0	0	0	0	0	4,490	5,784	8,792	11,390	5,738	5,038	8,384	49,615	49,375	100%
California City	34	7,639	8,452	5,366	0	0	3,016	7,802	10,511	6,695	7,048	6,616	5,795	68,941	38,154	181%
Casa Loma	34	4,741	5,183	1,355	0	0	2,537	7,044	8,703	6,058	4,522	5,055	6,139	51,336	38,154	135%
Cleo Foran	34	5,926	8,272	3,789	0	0	1,727	4,324	8,571	53	4,450	1,082	3,267	41,461	38,154	109%
Delano	76	19,655	19,877	16,675	0	0	2,397	10,920	20,874	24,707	22,889	25,674	23,669	187,337	85,285	220%
East California	70	29,277	35,209	15,896	0	0	5,521	25,236	33,784	34,297	13,841	17,821	16,508	227,389	78,552	289%
Fairfax	40	6,009	9,054	12,009	0	0	5,802	6,053	9,317	12,414	7,315	6,791	10,407	85,171	44,887	190%
Fairview	34	13,069	11,503	6,105	0	0	3,756	8,294	9,878	8,524	8,402	7,707	6,356	83,593	38,154	219%
Faith	34	12,847	12,659	7,030	0	0	5,058	9,680	11,094	10,994	11,650	12,476	12,324	105,813	38,154	277%
Franklin	24	3,513	6,447	4,266	0	0	5,640	11,372	10,468	6,442	5,782	12,138	3,597	69,665	26,932	259%
Harvey L. Hall	138	21,720	29,503	22,725	15,148	11,629	19,591	22,265	27,190	19,575	15,044	19,190	10,257	233,837	154,859	151%
Heritage	34	7,911	10,768	4,963	0	0	2,334	5,375	9,102	9,682	5,630	7,445	8,050	71,261	38,154	187%
Home Base	225	17,049	17,202	15,282	12,474	13,790	9,623	14,228	10,888	8,536	7,751	1,220	4,055	132,097	126,244	105%
Lamont	34	7,478	10,778	7,882	0	0	3,472	9,786	10,542	12,210	375	142	135	62,799	38,154	165%
Lost Hills	20	2,937	3,716	2,597	0	0	654	2,875	2,354	598	689	3,246	3,469	23,135	22,443	103%
Martha J. Morgan	83	31,274	30,858	17,626	0	0	9,080	23,126	29,229	27,863	27,912	24,512	22,470	243,950	93,140	262%
McFarland	24	4,784	3,808	2,560	0	0	1,959	3,161	3,981	2,597	5,318	4,426	2,759	35,354	26,932	131%
Mojave	34	4,209	4,167	2,109	0	0	413	0	0	0	0	0	0	10,896	38,154	29%
Noble	34	9,452	10,102	3,947	0	0	0	13,025	12,617	4,065	9,694	7,433	82	70,416	38,154	185%
Oasis	57	13,411	12,619	7,489	0	0	5,431	9,163	13,590	11,618	10,919	4,494	1,671	90,405	63,964	141%
Oildale	34	5,905	5,413	3,750	0	0	2,378	6,710	5,036	3,526	4,628	2,935	5,601	45,880	38,154	120%
Pacific	62	16,766	16,247	13,908	11,839	11,369	13,000	13,221	17,228	13,390	10,675	12,997	13,886	164,527	69,575	236%
Pete H. Parra	112	19,356	23,534	21,390	9,188	9,352	19,259	21,847	31,614	9,176	15,559	2,019	1,706	183,999	125,683	146%
Pioneer	34	6,475	8,081	4,443	0	0	850	4,866	8,786	8,829	5,573	135	86	48,123	38,154	126%
Planz	34	5,440	5,916	3,617	0	0	3,865	7,314	8,891	222	5,876	3,570	4,128	48,839	38,154	128%
Primeros Pasos	76	9,563	21,624	16,661	10,089	6,159	10,773	14,723	17,287	14,464	12,573	19,548	10,041	163,504	85,285	192%
Rafer Johnson	34	3,563	3,419	0	0	0	1,816	3,656	4,477	2,575	1,932	2,579	0	24,016	38,154	63%
Roosevelt	34	2,820	4,408	1,913	0	0	701	2,281	1,526	165	973	540	848	16,176	38,154	42%
Rosamond	100	19,580	24,699	13,748	0	0	10,099	18,841	17,579	8,719	13,919	10,225	3,870	141,280	112,217	126%
San Diego Street	48	11,831	13,317	14,156	10,771	9,896	6,525	6,329	7,141	6,725	5,001	6,185	851	98,729	53,864	183%
Seibert	34	6,818	4,353	2,998	0	0	3,001	7,670	6,183	1,764	4,587	3,697	5,792	46,863	38,154	123%
Shafter	34	15,216	16,512	8,503	0	0	7,601	16,055	16,603	12,355	13,926	8,551	13,738	129,058	38,154	338%
Shafter HS/EHS	36	4,713	6,144	4,731	5,032	4,404	3,785	3,460	4,944	4,179	2,442	2,353	2,204	48,393	40,398	120%
Sterling	122	19,096	23,747	18,996	8,747	9,507	17,638	19,940	19,569	18,122	6,481	10,515	11,963	184,321	136,905	135%
Sunrise Villa	34	4,377	3,346	1,945	0	0	3,443	4,257	9,133	12,092	11,004	13,101	11,696	74,395	38,154	195%
Taft	78	6,592	6,061	1,103	0	0	1,133	6,758	8,730	8,052	5,794	2,983	20,779	67,985	87,529	78%
Tehachapi	34	6,832	6,982	3,413	0	0	3,641	6,284	6,369	4,780	4,527	4,513	3,711	51,052	38,154	134%

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 February 28, 2019 (Month 12 of 12)

Percent of year elapsed: 100%

LOCATION	FUNDED ENROLL-MENT	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	YTD Totals	IN-KIND GOAL	% OF GOAL MET
Vineland	20	8,266	7,254	2,213	0	0	428	1,844	7,137	0	0	3,583	3,331	34,057	22,443	152%
Virginia	34	5,596	5,282	0	0	0	1,761	5,071	5,743	5,817	4,433	6,360	6,107	46,170	38,154	121%
Wesley	60	6,389	8,795	3,719	0	0	3,228	2,613	7,413	11,777	8,597	10,141	13,927	76,600	67,330	114%
Williams	34	10,911	10,920	6,048	0	0	4,715	7,764	8,134	7,017	5,933	9,045	3,916	74,402	38,154	195%
Willow	72	22,239	25,426	14,557	0	0	9,123	15,879	14,225	13,787	8,526	9,958	7,540	141,260	80,796	175%
Administrative Services		0	0	0	0	0	0	0	0	0	0	0	0	0	0	NA
Program Services		920	1,867	0	0	0	0	0	1,403	186	0	0	96	4,471	67,661	7%
Policy Council and RPC		1,239	1,542	108	515	25	262	214	727	85	60	337	151	5,265	38,727	14%
SUBTOTAL IN-KIND	**2,369**	**482,130**	**543,470**	**345,429**	**83,803**	**76,131**	**234,289**	**429,395**	**525,548**	**422,134**	**356,347**	**350,505**	**325,679**	**4,174,861**	**2,638,565**	**158%**
State General Child Care*		156,851	158,335	88,070	0	131,037	157,382	123,976	173,111	139,379	131,363	133,142	121,838	1,514,482	1,293,059	117%
State Preschool*		252,099	284,045	170,865	0	93,318	137,363	183,593	187,215	301,775	273,455	315,721	304,425	2,503,876	2,302,208	109%
State Migrant Child Care*		27,786	29,131	3,478	0	14,020	21,959	19,352	27,448	23,858	22,291	24,882	20,270	234,474	209,207	112%
SUBTOTAL CA DEPT of ED		**436,736**	**471,511**	**262,413**	**0**	**238,375**	**316,703**	**326,921**	**387,774**	**465,012**	**427,109**	**473,745**	**446,534**	**4,252,833**	**3,804,474**	**112%**
GRAND TOTAL		**918,866**	**1,014,981**	**607,842**	**83,803**	**314,506**	**550,992**	**756,316**	**913,322**	**887,146**	**783,456**	**824,250**	**772,213**	**8,427,694**	**6,443,039**	**131%**

*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 January 31, 2019 (Month 12 of 12) - FINAL

Percent of year elapsed: 100%

LOCATION	FUNDED ENROLL-MENT	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	YTD Totals	IN-KIND GOAL	% OF GOAL MET
California Street	24	5,705	9,601	8,203	9,043	4,715	8,147	8,543	8,732	9,919	8,842	8,363	8,910	98,723	130,777	75%
Chrisman	30	7,252	13,396	13,845	9,312	7,198	12,443	15,341	17,633	15,256	16,376	14,722	13,365	156,139	163,472	96%
Home Base - Lodi	35	5,551	10,440	10,444	9,950	9,500	11,137	15,381	14,771	13,287	11,766	11,374	12,470	136,070	95,359	143%
Home Base - Manteca	12	3,628	4,255	2,461	2,207	152	1,409	5,305	5,011	6,137	5,212	4,041	3,872	43,690	32,694	134%
Home Base - Stockton	90	13,682	25,071	23,680	16,555	11,982	14,742	15,286	19,499	21,152	19,261	21,626	18,461	220,996	245,208	90%
Home Base - Tracy	12	1,484	2,342	1,064	1,059	0	836	509	1,410	2,501	1,344	707	2,031	15,287	32,694	47%
Kennedy	16	1,791	5,701	6,310	4,418	441	4,887	6,252	6,529	5,623	6,452	6,255	6,061	60,720	87,185	70%
Lodi UCC	30	12,131	13,605	11,935	13,879	8,702	12,859	12,447	11,575	14,106	10,960	10,051	11,088	143,337	163,472	88%
Marci Massei	24	3,176	5,938	5,703	6,298	3,735	5,983	6,609	6,931	6,646	6,650	4,345	4,850	66,866	130,777	51%
St. Mary's	16	3,507	6,499	5,963	6,174	4,066	6,359	6,009	7,025	7,097	5,183	4,872	5,348	68,103	87,185	78%
Walnut	24	4,138	8,093	9,314	10,273	6,325	9,478	10,210	9,780	10,458	9,459	10,383	7,828	105,738	130,777	81%
Administrative Services		0	0	0	0	0	0	0	0	0	0	393	0	393	0	
Program Services		10,954	12,376	16,171	16,673	11,973	10,738	11,350	10,738	11,678	10,615	10,493	11,328	145,085	21,858	664%
Policy Council		342	97	0	0	0	0	63	63	0	217	107	0	890	2,713	33%
SUBTOTAL IN-KIND	**313**	**73,340**	**117,415**	**115,094**	**105,841**	**68,788**	**99,017**	**113,304**	**119,695**	**123,860**	**112,337**	**107,733**	**105,611**	**1,262,036**	**1,324,172**	**95%**

Community Action Partnership of Kern
San Joaquin Early Head Start
Non-Federal Share and In-Kind Year-to-Date Report
Budget Period: February 1, 2019 through January 31, 2020
Report for period ending February 28, 2019 (Month 1 of 12)

Percent of year elapsed: 8%

LOCATION	FUNDED ENROLL-MENT	Feb	YTD Totals	IN-KIND GOAL	% OF GOAL MET
Home Base - Lodi	35	12,150	12,150	92,268	13%
Home Base - Stockton	90	11,962	11,962	237,260	5%
Kennedy	16	4,184	4,184	84,359	5%
Lodi UCC	30	3,099	3,099	158,174	2%
Home Base - Tracy	12	233	233	31,635	1%
California Street	24	220	220	126,539	0%
Marci Massei	24	100	100	126,539	0%
Walnut	24	83	83	126,539	0%
Chrisman	30	0	0	158,174	0%
Home Base - Manteca	12	0	0	31,635	0%
St. Mary's	16	0	0	84,359	0%
Administrative Services		251	251	0	
Program Services		11,671	11,671	21,858	53%
Policy Council		57	57	2,713	2%
SUBTOTAL IN-KIND	**313**	**44,008**	**44,008**	**1,282,051**	**3%**

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	$ 193.83	$ 1,326.43	$ 8,361.57	50%	14%
SEPTEMBER 2018	$ 8,361.57	$ 146.37	$ 1,472.80	$ 8,215.20	58%	15%
OCTOBER 2018	$ 8,215.20	$ 347.68	$ 1,820.48	$ 7,867.52	67%	19%
NOVEMBER 2018	$ 7,867.52	$ 620.76	$ 2,441.24	$ 7,246.76	75%	25%
DECEMBER 2018	$ 7,246.76	$ 93.82	$ 2,535.06	$ 7,152.94	83%	26%
JANUARY 2019	$ 7,152.94	$ 312.53	$ 2,847.59	$ 6,840.41	92%	29%
FEBRUARY 2019	$ 6,840.41	$ 179.32	$ 3,026.91	$ 6,661.09	100%	31%

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	$ 31.56	$ 215.92	$ 1,046.08	50%	17%
SEPTEMBER 2018	$ 1,046.08	$ 23.83	$ 239.75	$ 1,022.25	58%	19%
OCTOBER 2018	$ 1,022.25	$ 56.21	$ 295.96	$ 966.04	67%	23%
NOVEMBER 2018	$ 966.04	$ 78.98	$ 374.94	$ 887.06	75%	30%
DECEMBER 2018	$ 887.06	$ 12.75	$ 387.69	$ 874.31	83%	31%
JANUARY 2019	$ 874.31	$ 48.13	$ 435.82	$ 826.18	92%	35%
FEBRUARY 2019	$ 826.18	$ 29.18	$ 465.00	$ 797.00	100%	37%

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT LOCAL TRAVEL & CHILD CARE
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 2019	$ 275.00	$ -	$ -	$ 275.00	8%	0%
MARCH 2019	$ 275.00		$ -	$ 275.00	17%	
APRIL 2019	$ 275.00		$ -	$ 275.00	25%	
MAY 2019	$ 275.00		$ -	$ 275.00	33%	
JUNE 2019	$ 275.00		$ -	$ 275.00	42%	
JULY 2019	$ 275.00		$ -	$ 275.00	50%	
AUGUST 2019	$ 275.00		$ -	$ 275.00	58%	
SEPTEMBER 2019	$ 275.00		$ -	$ 275.00	67%	
OCTOBER 2019	$ 275.00		$ -	$ 275.00	75%	
NOVEMBER 2019	$ 275.00		$ -	$ 275.00	83%	
DECEMBER 2019	$ 275.00		$ -	$ 275.00	92%	
JANUARY 2020	$ 275.00		$ -	$ 275.00	100%	

EARLY HEAD START CHILD CARE PARTNERSHIPS

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
SEPTEMBER 2018	$ 285.00	$ -	$ -	$ 285.00	8%	0%
OCTOBER 2018	$ 285.00	$ -	$ -	$ 285.00	17%	0%
NOVEMBER 2018	$ 285.00	$ -	$ -	$ 285.00	25%	0%
DECEMBER 2018	$ 285.00	$ -	$ -	$ 285.00	33%	0%
JANUARY 2019	$ 285.00	$ -	$ -	$ 285.00	42%	0%
FEBRUARY 2019	$ 285.00	$ -	$ -	$ 285.00	50%	0%
MARCH 2019	$ 285.00		$ -	$ 285.00	58%	
APRIL 2019	$ 285.00		$ -	$ 285.00	67%	
MAY 2019	$ 285.00		$ -	$ 285.00	75%	
JUNE 2019	$ 285.00		$ -	$ 285.00	83%	
JULY 2019	$ 285.00		$ -	$ 285.00	92%	
AUGUST 2019	$ 285.00		$ -	$ 285.00	100%	

Prepared by Donna Holland
March 14, 2019

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	$ 193.83	$ 1,326.43	$ 8,361.57	50%	14%
SEPTIEMBRE DEL 2018	$ 8,361.57	$ 146.37	$ 1,472.80	$ 8,215.20	58%	15%
OCTUBRE DEL 2018	$ 8,215.20	$ 347.68	$ 1,820.48	$ 7,867.52	67%	19%
NOVIEMBRE DEL 2018	$ 7,867.52	$ 620.76	$ 2,441.24	$ 7,246.76	75%	25%
DICIEMBRE DEL 2018	$ 7,246.76	$ 93.82	$ 2,535.06	$ 7,152.94	83%	26%
ENERO DEL 2019	$ 7,152.94	$ 312.53	$ 2,847.59	$ 6,840.41	92%	29%
FEBRERO DEL 2019	$ 6,840.41	$ 179.32	$ 3,026.91	$ 6,661.09	100%	31%

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	$ 31.56	$ 215.92	$ 1,046.08	50%	17%
SEPTIEMBRE DEL 2018	$ 1,046.08	$ 23.83	$ 239.75	$ 1,022.25	58%	19%
OCTUBRE DEL 2018	$ 1,022.25	$ 56.21	$ 295.96	$ 966.04	67%	23%
NOVIEMBRE DEL 2018	$ 966.04	$ 78.98	$ 374.94	$ 887.06	75%	30%
DICIEMBRE DEL 2018	$ 887.06	$ 12.75	$ 387.69	$ 874.31	83%	31%
ENERO DEL 2019	$ 874.31	$ 48.13	$ 435.82	$ 826.18	92%	35%
FEBRERO DEL 2019	$ 826.18	$ 29.18	$ 465.00	$ 797.00	100%	37%

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 2019	$ 275.00	$ -	$ -	$ 275.00	8%	0%
MARZO DEL 2019	$ 275.00	$ -	$ -	$ 275.00	17%	
ABRIL DEL 2019	$ 275.00	$ -	$ -	$ 275.00	25%	
MAYO DEL 2019	$ 275.00	$ -	$ -	$ 275.00	33%	
JUNIO DEL 2019	$ 275.00	$ -	$ -	$ 275.00	42%	
JULIO DEL 2019	$ 275.00	$ -	$ -	$ 275.00	50%	
AGOSTO DEL 2019	$ 275.00	$ -	$ -	$ 275.00	58%	
SEPTIEMBRE DEL 2019	$ 275.00	$ -	$ -	$ 275.00	67%	
OCTUBRE DEL 2019	$ 275.00	$ -	$ -	$ 275.00	75%	
NOVIEMBRE DEL 2019	$ 275.00	$ -	$ -	$ 275.00	83%	
DICIEMBRE DEL 2019	$ 275.00	$ -	$ -	$ 275.00	92%	
ENERO DEL 2020	$ 275.00	$ -	$ -	$ 275.00	100%	

EARLY HEAD START CHILD CARE PARTNERSHIPS

MES	BALANCE INICIAL	LO QUE SE GASTO ESTE MES	LO QUE SE HA GASTADO HASTA ESTE ANO	SALDO RESTANTE	PORCEN-TAJE DEL ANO TRANSCUR-RIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
SEPTIEMBRE DEL 2018	$ 285.00	$ -	$ -	$ 285.00	8%	0%
OCTUBRE DEL 2018	$ 285.00	$ -	$ -	$ 285.00	17%	0%
NOVIEMBRE DEL 2018	$ 285.00	$ -	$ -	$ 285.00	25%	0%
DICIEMBRE DEL 2018	$ 285.00	$ -	$ -	$ 285.00	33%	0%
ENERO DEL 2019	$ 285.00	$ -	$ -	$ 285.00	42%	0%
FEBRERO DEL 2019	$ 285.00	$ -	$ -	$ 285.00	50%	0%
MARZO DEL 2019	$ 285.00	$ -	$ -	$ 285.00	58%	
ABRIL DEL 2019	$ 285.00	$ -	$ -	$ 285.00	67%	
MAYO DEL 2019	$ 285.00	$ -	$ -	$ 285.00	75%	
JUNIO DEL 2019	$ 285.00	$ -	$ -	$ 285.00	83%	
JULIO DEL 2019	$ 285.00	$ -	$ -	$ 285.00	92%	
AGOSTO DEL 2019	$ 285.00	$ -	$ -	$ 285.00	100%	

Preparado por Donna Holland
14 de marzo 2019

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	$ 357.96	$ 2,980.99	$ 22,131.01	58%	12%
OCTOBER 2018	$ 22,131.01	$ 2,624.88	$ 5,605.87	$ 19,506.13	67%	22%
NOVEMBER 2018	$ 19,506.13	$ 619.24	$ 6,225.11	$ 18,886.89	75%	25%
DECEMBER 2018	$ 18,886.89	$ 245.21	$ 6,470.32	$ 18,641.68	83%	26%
JANUARY 2019	$ 18,641.68	$ 809.57	$ 7,279.89	$ 17,832.11	92%	29%
FEBRUARY 2019	$ 17,832.11	$ 328.83	$ 7,608.72	$ 17,503.28	100%	30%

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	$ 58.26	$ 486.29	$ 3,601.71	58%	12%
OCTOBER 2018	$ 3,601.71	$ 427.29	$ 913.58	$ 3,174.42	67%	22%
NOVEMBER 2018	$ 3,174.42	$ 100.80	$ 1,014.38	$ 3,073.62	75%	25%
DECEMBER 2018	$ 3,073.62	$ 39.92	$ 1,054.30	$ 3,033.70	83%	26%
JANUARY 2019	$ 3,033.70	$ 131.78	$ 1,186.08	$ 2,901.92	92%	29%
FEBRUARY 2019	$ 2,901.92	$ 53.52	$ 1,239.60	$ 2,848.40	100%	30%

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 2019	$ 3,350.00	$ 9.31	$ 9.31	$ 3,340.69	8%	0%
MARCH 2019	$ 3,340.69		$ 9.31	$ 3,340.69	17%	
APRIL 2019	$ 3,340.69		$ 9.31	$ 3,340.69	25%	
MAY 2019	$ 3,340.69		$ 9.31	$ 3,340.69	33%	
JUNE 2019	$ 3,340.69		$ 9.31	$ 3,340.69	42%	
JULY 2019	$ 3,340.69		$ 9.31	$ 3,340.69	50%	
AUGUST 2019	$ 3,340.69		$ 9.31	$ 3,340.69	58%	
SEPTEMBER 2019	$ 3,340.69		$ 9.31	$ 3,340.69	67%	
OCTOBER 2019	$ 3,340.69		$ 9.31	$ 3,340.69	75%	
NOVEMBER 2019	$ 3,340.69		$ 9.31	$ 3,340.69	83%	
DECEMBER 2019	$ 3,340.69		$ 9.31	$ 3,340.69	92%	
JANUARY 2020	$ 3,340.69		$ 9.31	$ 3,340.69	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	$ 23.94	$ 50.15	$ 509.85	17%	9%
NOVEMBER 2018	$ 509.85	$ 13.17	$ 63.32	$ 496.68	25%	11%
DECEMBER 2018	$ 496.68	$ -	$ 63.32	$ 496.68	33%	11%
JANUARY 2019	$ 496.68	$ 53.31	$ 116.63	$ 443.37	42%	21%
FEBRUARY 2019	$ 443.37	$ 31.01	$ 147.64	$ 412.36	50%	26%
MARCH 2019	$ 412.36		$ 147.64	$ 412.36	58%	
APRIL 2019	$ 412.36		$ 147.64	$ 412.36	67%	
MAY 2019	$ 412.36		$ 147.64	$ 412.36	75%	
JUNE 2019	$ 412.36		$ 147.64	$ 412.36	83%	
JULY 2019	$ 412.36		$ 147.64	$ 412.36	92%	
AUGUST 2019	$ 412.36		$ 147.64	$ 412.36	100%	

Prepared by Donna Holland
March 14, 2019

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	$ 357.96	$ 2,980.99	$ 22,131.01	58%	12%
OCTUBRE DEL 2018	$ 22,131.01	$ 2,624.88	$ 5,605.87	$ 19,506.13	67%	22%
NOVIEMBRE DEL 2018	$ 19,506.13	$ 619.24	$ 6,225.11	$ 18,886.89	75%	25%
DICIEMBRE DEL 2018	$ 18,886.89	$ 245.21	$ 6,470.32	$ 18,641.68	83%	26%
ENERO DEL 2019	$ 18,641.68	$ 809.57	$ 7,279.89	$ 17,832.11	92%	29%
FEBRERO DEL 2019	$ 17,832.11	$ 328.83	$ 7,608.72	$ 17,503.28	100%	30%

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	$ 58.26	$ 486.29	$ 3,601.71	58%	12%
OCTUBRE DEL 2018	$ 3,601.71	$ 427.29	$ 913.58	$ 3,174.42	67%	22%
NOVIEMBRE DEL 2018	$ 3,174.42	$ 100.80	$ 1,014.38	$ 3,073.62	75%	25%
DICIEMBRE DEL 2018	$ 3,073.62	$ 39.92	$ 1,054.30	$ 3,033.70	83%	26%
ENERO DEL 2019	$ 3,033.70	$ 131.78	$ 1,186.08	$ 2,901.92	92%	29%
FEBRERO DEL 2019	$ 2,901.92	$ 53.52	$ 1,239.60	$ 2,848.40	100%	30%

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 2019	$ 3,350.00	$ 9.31	$ 9.31	$ 3,340.69	8%	0%
MARZO DEL 2019	$ 3,340.69	$ -	$ 9.31	$ 3,340.69	17%	
ABRIL DEL 2019	$ 3,340.69	$ -	$ 9.31	$ 3,340.69	25%	
MAYO DEL 2019	$ 3,340.69	$ -	$ 9.31	$ 3,340.69	33%	
JUNIO DEL 2019	$ 3,340.69	$ -	$ 9.31	$ 3,340.69	42%	
JULIO DEL 2019	$ 3,340.69	$ -	$ 9.31	$ 3,340.69	50%	
AGOSTO DEL 2019	$ 3,340.69	$ -	$ 9.31	$ 3,340.69	58%	
SEPTIEMBRE DEL 2019	$ 3,340.69	$ -	$ 9.31	$ 3,340.69	67%	
OCTUBRE DEL 2019	$ 3,340.69	$ -	$ 9.31	$ 3,340.69	75%	
NOVIEMBRE DEL 2019	$ 3,340.69	$ -	$ 9.31	$ 3,340.69	83%	
DICIEMBRE DEL 2019	$ 3,340.69	$ -	$ 9.31	$ 3,340.69	92%	
ENERO DEL 2020	$ 3,340.69	$ -	$ 9.31	$ 3,340.69	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	$ 23.94	$ 50.15	$ 509.85	17%	9%
NOVIEMBRE DEL 2018	$ 509.85	$ 13.17	$ 63.32	$ 496.68	25%	11%
DICIEMBRE DEL 2018	$ 496.68	$ -	$ 63.32	$ 496.68	33%	11%
ENERO DEL 2019	$ 496.68	$ 53.31	$ 116.63	$ 443.37	42%	21%
FEBRERO DEL 2019	$ 443.37	$ 31.01	$ 147.64	$ 412.36	50%	26%
MARZO DEL 2019	$ 412.36	$ -	$ 147.64	$ 412.36	58%	
ABRIL DEL 2019	$ 412.36	$ -	$ 147.64	$ 412.36	67%	
MAYO DEL 2019	$ 412.36	$ -	$ 147.64	$ 412.36	75%	
JUNIO DEL 2019	$ 412.36	$ -	$ 147.64	$ 412.36	83%	
JULIO DEL 2019	$ 412.36	$ -	$ 147.64	$ 412.36	92%	
AGOSTO DEL 2019	$ 412.36	$ -	$ 147.64	$ 412.36	100%	

Preparado por Donna Holland
14 de marzo 2019

General Disaster Recovery Flexibilities | ECLKC

eclkc.ohs.acf.hhs.gov/policy/[illegible]

March 4, 2019

U.S. (United States) Department
of Health and Human Services

ACF
Administration for Children and Families

1. Log Number: ACF-IM-HS-19-01

2. Issuance Date: 03/06/2019

3. Originating Office: Office of Head Start

4. Key Words: Disaster Relief; Recovery Efforts; Displaced Families; Homeless; Hurricanes; Natural Disasters; Wildfires; Tornadoes; Typhoons; Earthquakes; Tropical Storms; Cyclones; Volcano Eruptions; Mudslides

Information Memorandum

To: All Head Start and Early Head Start Agencies and Delegate Agencies in Areas Affected by Disasters

Subject: General Disaster Recovery Flexibilities

Information:
The Administration for Children and Families (ACF) and the Office of Head Start (OHS) are very concerned about the devastation resulting from disasters affecting Head Start programs, children, families, and staff. In the event of a significant disaster, such as a hurricane, wildfire, or tornado, OHS is removing barriers to make it easier for Head Start agencies to meet the needs of affected children and families, especially newly homeless children and families. Head Start programs serve a critical role in the recovery of impacted communities.

First, Head Start programs are urged to begin taking steps to resume services. Even if facilities are inoperable, program staff can support families in meeting their basic needs, including nutrition, health, and mental health support, and alternative care for their children. Second, programs that have operable facilities are encouraged to allow displaced Head Start families supervised access to those facilities, including kitchens, rest/napping areas, computer labs, bathrooms, laundry, and power sources for

recharging phones and other communication devices. Grantees are encouraged to support families in accessing local, state, and federal relief and leveraging their community partnerships and resources to support other relief efforts.

Serving Additional Eligible Head Start Families

Grantees near impacted areas are encouraged to assess how their services and resources might be used or shared to assist others affected by these disasters. Please consider your physical resources (e.g., facilities, equipment, supplies) and your human assets (e.g., staff, physicians, social workers, mental health personnel) that might be of assistance. In some cases, Head Start-eligible children and their families might relocate to your community from other communities or close by states that were devastated by disasters.

Administrative Flexibility

OHS will rely on the judgment of governing bodies and program administrators at the community level to determine the most expeditious steps necessary to resume services. Individual states may waive some aspects of licensing requirements post-disaster, and programs are encouraged to contact their state licensing representative or Regional Office for guidance.

In some circumstances, if a grantee is unable to comply with a Head Start standard as a direct result of a disaster, OHS will consider a waiver of that standard to the extent allowable by law. However, no Head Start standard or requirement will be waived where failure to comply endangers the health and safety of children or constitutes fraud or misuse of federal funds. Grantees must be able to assure the safety of children and financial accountability for funds and property.

Safe Environments

Grantees are encouraged to be sure that services are resumed only when children can be safely served in their centers and outdoor play areas. Programs must also ensure safe work environments for staff, including in administrative offices.

The following resources are available to provide information on best practices for disaster clean-up and safety practices.

Flood Cleanup to Protect Indoor Air Quality provides basic information from the Environmental Protection Agency (EPA) about how to clean up after a flood and prevent indoor air problems.

A Brief Guide to Mold in the Workplace bulletin assists employers in providing a safe and healthful workplace. Pursuant to the Occupational Safety and Health Act, employers must comply with hazard-specific safety and health standards and regulations from the Occupational Safety and Health Administration (OSHA), or by a state with an OSHA-approved state plan. In addition, pursuant to Section 5(a)(1), the General Duty Clause of the Act, employers must provide their employees with a workplace free from recognized hazards likely to cause death or serious physical harm.

OSHA Fact Sheet: Mold Hazards during Disaster Cleanup[PDF, 241KB] [PDF, 242KB] offers information on clean-up procedures, personal protective equipment (PPE), and practices to protect workers in moldy environments.

Mold Remediation in Schools and Commercial Buildings provides printable instructions from the EPA for clean-up and remediation of molds and moisture-related problems in schools and commercial buildings.

All state child care licensing requirements related to re-opening centers post-disaster must also be met before service in centers is resumed. Consult local and state health authorities for further information and be aware of flood recovery information available from the U.S. Centers for Disease Control and Prevention (CDC), which includes information and helpful links to other resources: https://www.cdc.gov/features/flood-safety/index.html

Eligibility, Recruitment, Selection, and Enrollment

Grantees in impacted areas that offer both Head Start and Early Head Start may serve eligible impacted children ages birth to 5 within their overall funded enrollment and are not restricted to the current funded enrollment slots assigned to each program. Grantees in impacted areas that do not currently offer Early Head Start but have appropriate space and staff qualified to serve infants and toddlers may contact their Regional Office about the potential to serve displaced infants and toddlers. Head Start programs that do not have qualified infant/toddler staff are encouraged to work with local programs that may have space for infants and toddlers or offer home visiting programs. As we work together to serve affected children and families, we must do so in ways that do not put children at risk.

Any age-eligible child from a family that has had to abandon their home because of the disaster should be considered homeless under the definition of "homeless children" in the McKinney-Vento Homeless Assistance Act. These children are eligible for Head Start services due to loss of housing or the fact they are living in emergency shelters or sharing housing with family or friends.

If a displaced family does not have the eligibility documentation in-hand, programs should be flexible in accepting signed statements from the family attesting to necessary eligibility information.

Program Options and Hours of Program Operations

In the event of a disaster, OHS will, for the remainder of the school year, allow any grantee in or near the affected area to serve impacted or displaced children in any program option or options without obtaining advance approval. This applies to a conversion of a program segment, such as a center, to another program option so programs can accommodate as many children as possible. This time-limited exception to required procedures for obtaining OHS permission to convert services to a different program option as a "change to the scope or objectives of a program" under 45 CFR

§75.308(c)(1)(i) is based on the need for programs to act quickly in response to a large-scale and widespread emergency situation in order to ensure children's safety and well-being. Also for the remainder of the current school year, significantly affected programs may add or reduce hours or days of program operations without obtaining prior approval as long as the changes can be justified. Finding creative ways to reach out and serve these families is encouraged.

Grantees are required to notify their Regional Office of the actions taken as soon as it is practical using the Head Start Enterprise System (HSES) correspondence.

Space, Class Size, and Ratios

Adequate classroom space may be a challenge post-disaster as programs strive to serve children displaced by the disaster. In order to provide grantee services within an area subject to an emergency or disaster designation under applicable local, state, or federal law, it's required to be as responsive as possible to these children and their families. This communication constitutes waiver approval, as described under 45 CFR §1302.24(c)(1) and (2), for such grantees to exceed the class size and group size requirements of 45 CFR §§1302.21(b) and 1302.23(b). This is in effect as long as grantees maintain appropriate adult to child ratios and comply with state and local licensing requirements, except when the state or local licensing agency waives these requirements, in which case grantees would not need to comply with the waived requirements.

In cases where grantees cannot comply with square footage requirements for centers in 45 CFR §1302.21(d)(2) during a temporary disaster recovery period, compliance with a less stringent state or local standard will be regarded by OHS as evidence of a good faith effort to comply with the Head Start standard to the degree possible.

Grantees are required to notify their Regional Office of the actions taken as soon as it is practical to do so using HSES correspondence.

Additional Classroom Staffing and Teacher Credentials

When using funds from existing operating budgets, programs may temporarily open additional classrooms to serve displaced children now considered homeless under the McKinney-Vento Act or children whose Head Start programs have closed due to damage. In addition, programs are encouraged to give priority to hiring staff displaced from other programs when hiring new classroom staff. All staff working directly with children must be eligible for employment under applicable criminal background check requirements under the Head Start Act and state childcare licensing requirements.

Health and Mental Health Services

Addressing the health and mental health of children, families, and staff impacted by a disaster is critical to the recovery process. Children, families, and Head Start staff may experience stress and even trauma related to a hurricane or other disaster. These effects can be short- or long-term, and responses may vary across individuals. Grantees are encouraged to work with local agencies and partners to assure that all affected children

receive needed health and mental health services as quickly as possible. When enrolling newly homeless children, programs must make best efforts to ascertain children's health status and immediate needs. Programs are also encouraged to work cooperatively to share children's records with local health care providers and those who may be serving displaced children in other locations.

The following resources are available to assist programs in responding to a disaster, as well as preparing for any future emergencies.

The Emergency Preparedness Manual for Early Childhood Programs addresses response and recovery as well as preparation.

Psychological First Aid (PFA) is an evidence-informed approach for assisting children, adolescents, adults, and families in the aftermath of disaster. The field manual includes handouts for parents, caregivers, as well as children birth to 5.

Children's Responses to Crises and Tragic Events is a tip sheet identifying what behaviors young children may display after a tragic event. Knowing what to look for can help programs determine when to get children the support they need.

Helping Your Child Cope After a Disaster provides families and staff with tools to help a child after a disaster or crisis. Children benefit when adults assure them that they are safe and help them learn how to cope effectively.

Nutrition

Following disasters, the U.S. Department of Agriculture (USDA), Food and Nutrition Services (FNS) may provide additional flexibilities for Child Nutrition Programs, including the Child and Adult Care Food Program (CACFP). For example, FNS has the authority to consider requests from state FNS agencies to waive meal pattern requirements for CACFP for a period of time following a disaster. For the latest information on disaster-related flexibilities in your service area, please visit https://www.fns.usda.gov/disaster/.

Children with Disabilities

When serving displaced children, programs should acquire the Individualized Education Plans (IEPs) or Individual Family Service Plans (IFSPs) to assure the least possible disruption of these critical services.

Fiscal Management

Recovery Costs:

Grantees are expected to seek out and apply for all available national, state, and local disaster recovery funding. Insurance policies should be carefully reviewed to determine the extent to which losses may be covered. Insurance claims should be submitted promptly with regular follow-up on claims status. Insurance proceeds received because of losses related to Head Start-funded property must be spent on allowable program and recovery expenses.

If necessary, affected grantees may use funds already awarded for program operations and training and technical assistance (T/TA) to support needed recovery efforts (see Budget Modifications below). If OHS receives disaster relief funding, that funding may be used to replace program operation and T/TA funds re-directed to post-disaster recovery and resumption of services. Grantees should be mindful of budget consequences when using the program and T/TA funds for recovery activities to assure sufficient program operations and T/TA funding remains available for ongoing provision of services.

Budget Modifications:
It is anticipated that funds awarded for program operations may need to be re-directed to different budget categories to address post-disaster clean-up, repairs, health and safety issues, replacement of damaged equipment, furnishing and supplies, and other costs associated with resumption of services. Within a fiscal year, grantees may re-budget up to the lesser of $250,000 or 25 percent of their annual funding between budget categories without prior written approval. In the event that re-budgeting in excess of the noted amount is needed, a revised standard form (SF)-424 and prior written approval is required per 45 CFR §75.308(b). Equipment purchases covered by 45 CFR §75.308(c)(1)(xi) require prior written approval.

Staffing and Wages:
Program staff and volunteers may have suffered personal and property losses because of the disaster. Employees may not be able to reach their work locations and centers may be closed for extended periods of time. Grantees should consider federal and state labor laws to determine whether they are required to compensate staff unable to work on account of inclement weather. The U.S. Department of Labor website provides helpful information about disaster related benefits and support:
https://www.dol.gov/general/hurricane-recovery

Laid-off employees should be encouraged to apply for unemployment compensation benefits and any other financial assistance available to support dislocated workers. With tasks that can be performed off-site, employees may be allowed to temporarily work from home during the disaster recovery period. Employees who take on new job responsibilities during the disaster recovery period, such as contacting parents or cleaning up centers, can be paid their regular wages for such work. Reasonable amounts of overtime may be paid if necessary to support recovery activities. Employees and volunteers should engage in clean-up and other on-site recovery activities only with appropriate supervision and safety gear.

To facilitate the retention and availability for recall of employees when services resume, employees laid off on account of the disaster may be paid their regular wages (allocated for shared employees) from Head Start funds for up to two weeks (80 hours for hourly employees, one half of the regular monthly salary for salaried employees) if they are unable to engage in other employment activities, such as those noted above.

Equipment:

Replacement of equipment needed for classroom operations, transportation, and nutrition services is critical to resumption of services in affected areas. Prior written approval is required for replacement of equipment with a per-unit cost of more than $5,000. ACF will consider whether to provide blanket pre-approval for purchase of equipment without prior approval. The funding may be increased for grantees in the affected area in order to facilitate faster replacement of damaged or destroyed items. Guidance on any flexibilities related to the purchase of equipment will be released separately.

Procurement:
Programs may experience post-disaster scarcity of materials and labor needed for recovery, particularly in construction services. Grantees are encouraged to seek out reputable, licensed, local contractors to assist in recovery efforts. In consideration of the emergency and the pressing need to move forward with recovery activities, vehicle replacement, equipment, furnishing, materials, supplies, and minor repairs and renovations related to these disasters which do not require compliance with 45 CFR §1303—Subpart E may be undertaken by non-competitive proposals as allowed in 45 CFR §75.329(f)(2) for up to 12 months following the date of this Information Memorandum (IM).

Procurement requirements, as noted in 45 CFR §§75.329–75.335, must be followed and a complete SF-429 in compliance with 45 CFR §1303—Subpart E must be submitted for purchase, construction, or major renovations as defined in 45 CFR §1305.2. Please note that the SF-429s must be submitted in the On-Line Data Collection (OLDC) system. Grantees are reminded that the cost of goods and services must be reasonable because of post-disaster conditions. Additionally, they must retain adequate documentation of all disaster recovery expenses and note their relationship to post-disaster recovery.

Davis-Bacon Act:
Unless waived in disaster relief legislation passed by Congress, the Davis-Bacon Act applies to covered construction activities in excess of $2,000. Davis-Bacon Act compliance information can be found at https://www.dol.gov/whd/govcontracts/dbra.htm.

Information on Damage and Recovery
Collecting accurate data on damages and recovery costs is critical. Impacted Head Start facilities should be inspected as soon as safely possible. Staff is strongly encouraged to use appropriate safety precautions when visiting centers that have experienced flooding, including the use of an N-95 National Institute for Occupational Safety and Health (NIOSH)-approved disposable respirator, gloves, and eye protection. Grantees should prioritize those repairs that must be completed before the facilities can re-open.

OHS Regional Office staff will be in close communication about recovery efforts. It is very important that accurate data is submitted as soon as the projected costs of these repairs are received. The following information will be particularly helpful:

- Did the center experience flooding or other damage?
- Was the structure of the center damaged (e.g., windows blown out, serious roof damage, exterior walls damaged, foundation settled, floodwater over 2 feet in depth at highest point)?
- What non-structural damage did the center experience (e.g., playground flooded, soaked flooring, minor roof damage, floodwater less than 2 feet in depth at highest point, some windows broken)?
- Were supplies and furnishings damaged at the center?
- Were buses or other vehicles at the center damaged directly or submerged over wheel-depth in water? How many?

While information on the potential recovery funds for Head Start is typically not available immediately following a disaster, having accurate information will help to inform federal recovery efforts. In the event of extensive power outages post-disaster, OHS will also grant extensions to those grantees affected by the recent disaster and recovery efforts by submitting SF-425s, SF-429s, End of Month Enrollment Data, and refunding applications due during or shortly after the period of the power outage. Notify your Regional Office to submit an extension.

Next Steps

OHS recognizes the incredible commitment and strength of program staff across the country. ACF and OHS will assist and support in every way possible. National and Regional ACF staff will be available to help coordinate services among the Head Start programs in neighboring communities and the federal, state, and local entities with which you collaborate. If programs encounter other obstacles in responding to children and families in need or to partnering with local education agencies or child care agencies, aside from those included in this IM, please let your Regional Office know so we can work together to resolve those barriers. Additionally, monitoring schedules will be adjusted, as necessary, for programs impacted by a disaster.

Lastly, this IM focuses on what you can do with the funding you have or can leverage through other sources. If Congress appropriates supplemental recovery funds for Head Start, OHS is committed to work expeditiously to communicate the process for applying for relief funding.

Thank you so much for doing all you can to help children, families, and staff who have experienced such disruption and loss.

/ Deborah Bergeron /

Dr. Deborah Bergeron
Director
Office of Head Start

See PDF Version of Information Memorandum:
General Disaster Recovery Flexibilities[PDF, 186KB]

Community Action Partnership of Kern
Head Start / State Child Development
Policy Council Committee
Meeting Minutes
March 7, 2019

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

2. **Call to Order**
   a. Meeting was called to order at 5:28 p.m. by Subcommittee Member Ana Lester.

3. **Roll Call and establish Quorum (half plus one)**
   a. Quorum was not established.
   b. **PC Members present: Ana Lester and Lindsay Harrison**
   c. **PC Members not present: Mayra Zambrano, Daisy Valencia, Estela Corrales**

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

5. **Approval of Minutes**
   Unable to approve as quorum was not established.

6. **Introduction of Guests**
   Guest in attendance tonight was Shyann Lester.

7. **Public Forum**
   (The public wishing to address the PC School Readiness 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. Paulino Cruz Discussed the importance that Health plays in Kindergarten Readiness. Paulino gave examples on how Head Start staff assist, and advocate/educate for families that are enrolled in the program. The processes Head Start is implementing will be similar to the process's families will have to go through when entering other schools. Paulino provided scenarios and walked the committee through the steps taken to ensure children with health concerns are accommodated for and that the safest environments are established. Resources were shared by both Paulino and committee members on mobile immunization and dental clinics.

   b. Alan gave a presentation on the new Immunization requirements that must be implemented on July 1st,2019. He went through former requirements and outlined the changes on the new requirements. Alan Provided a resource that provides guidance for immunization requirements across all grade levels (www.shotsforschool.org) and pulled the website and explored other grade levels with the committee members.

c. Janey gave a presentation on how Head Start prepares children and families for kindergarten in the nutrition area. Janey conversed and provided examples on how staff gives children the opportunity to practice cafeteria style dining in the centers and how that is different than what the children are used to. Janey provided examples on how staff assist children in our centers and how we scaffold skills with the children to allow them to practice and gain experience for their new style of eating in kindergarten. Janey elaborated on special diets and how our process is similar to school districts. She continued to state that we enable the families to advocate for their child and allow them to be familiar with the process so they can repeat their process if the child continues to have any dietary restrictions.

9. **Communications**
   None

10. **Announcements**
    Lisa Price announced there was going to be a Read Across America event on 3/8/19; Lisa also announced that the Disabilities Advisory Committee meeting is on 3/21/19.

11. **Adjournment**
    Meeting was adjourned at 6:34 p.m.

Alan Rodriguez, Health and Nutrition Support Services Supervisor
Completed (3/13/19)

Asociacion de Acción Comunitaria de Kern
Head Start/Desarrollo Infantil Estatal
Comité de Concilio de Póliza
Minutos de la Junta
7 de marzo de 2019

1. **Bienvenida**
   El grupo fue recibido a la junta

2. **Llamado de orden**
   a. La junta fue llamada a orden a las 5:28 pm por el miembro del subcomité; Ana Lester.

3. **Pase de lista y establecimiento del quorum (la mitad más uno)**
   a. No se estableció quorum.
   b. **Miembros del comité presentes: Ana Lester and Lindsay Harrison**
   c. **Miembros del comité ausentes: Mayra Zambrano, Daisy Valencia, Estela Corrales**

4. **Aprobación de agenda**
   Incapaz de aprobar la agenda ya que no se pudo establecer quorum

5. **Aprobación de minutos**
   Incapaz de aprobar la agenda ya que no se pudo establecer quorum

6. **Presentación de invitados**
   La invitada que asistió esta noche fue Shyann Lester

7. **Foro Publico**
8. *(El público que desee dirigirse a todo el Concilio de Póliza puede hacerlos en este momento. Sin embargo, el comité no tomará ninguna acción más que referir las sugerencias, propuestas al personal indicado para su estudio y análisis.*
   Ninguno

Presentación/Temas a discutir

a) Paulino Cruz discutió la importancia que la salud toma parte en el proceso de preparación al jardín de ninos. Paulino dio ejemplos de cómo el personal de Head Start puede asistir, interceder y educar a las familias que están inscritas en el programa. Los procesos que Head Start está implementando, serán similares a los procesos por los que las familias tendrán que pasar cuando los ninos ingresen a otras escuelas. Paulino dió ejemplos e indicó al comité sobre los pasos que se han tomado para asegurar que los niños con problemas de salud, se siga un plan de adaptación y que se establezcan ambientes seguros. Los recursos disponibles para clínicas dentales y vacunación móvil fueron intercambiados entre el comité y Paulino.
b) Alan dio una presentación de los nuevos requisitos de vacunación que se implementaran a partir del 1 de julio de 2019. Mostró los requisitos anteriores y enfatizó los cambios en los nuevos requisitos. Alan proporcionó un recurso que da una guía de los

requisitos para todos los grados escolares en el sitio web (www.shotsforschool.org) y mostró y exploró otros grados con los miembros del comité.

c) Janey dio una presentación de como Head Start se está preparando a los niños y familias para el jardín de niños en el área de nutrición. Janey habló y proporcionó ejemplos de cómo el personal da a los niños la oportunidad de practicar el proceso de alimentación en la cafetería dentro de los centros escolares y las diferencia que existen entre ambos procesos. Janey también proporcionó ejemplos en como el personal asiste a los niños de nuestros centros y como estructuramos las capacidades con los niños para permitirles practicar y obtener experiencia en el nuevo estilo de alimentación en el jardín de niños. Jane recalcó la importancia de las dietas especiales, y como nuestro proceso es similar al de los distritos escolares. Continúo diciendo que preparamos a las familias a interceder por los niños y permitirles familiarizarse con el proceso, para que puedan repetir el proceso si el niño continúa teniendo restricciones dietéticas.

9. Comunicaciones

Ninguna

10. Anuncios

Lisa Price anunció que se iba a llevar a cabo un evento llamado Lea a través de América el 8 de marzo de 2019; Lisa también anunció que el comité asesor de incapacidades se llevará a cabo el 21 de marzo de 2019.

11. Clausura de sesión

La junta se clausuro a las 6:34 p.m.

Alan Rodríguez, Supervisor de Servicios de Apoyo y Salubridad y Nutrición
Terminado el (3/13/19)

Community Action Partnership of Kern
Head Start / State Child Development
Policy Council Bylaws Committee
Meeting Minutes
January 17, 2019

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

2. **Call to Order**
   a. The meeting was called to order at 5:35 p.m. by acting Chairperson Esther Maldonado.
3. **Roll Call and establish Quorum (half plus one)**
   a. Quorum was established.
   b. **PC Members present:** Andrea Martinez, Diana Reyes, Esther Maldonado, Michelle Valdez, Isabelle Diaz
   c. **PC Members not present:** Enrique Salazar Jr., Jacqueline Boykin

4. **Approval of Agenda**
   Motion was made by Andrea Martinez to approve the agenda dated March 14, 2019; seconded by Isabelle Diaz. Motion carried unanimously.

5. **Approval of Minutes**
   Motion was made by Andrea Martinez to approve the minutes of January 17, 2019; seconded by Diana Reyes. Motion carried unanimously.

6. **Introduction of Guests**
   n/a

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 bylaws which contained proposed tracked changes to the original document were reviewed with discussion and clarification of edits. Input was also provided addressing areas that were overlooked in keeping with changes to formatting, consistency and continuity. It was stated that updated document would be mailed to members next week. Motion was made by Andrea Martinez to accept the document as revised and to reconvene for final review of updated document; seconded by Michelle Valdez. Motion carried unanimously.

9. **Announcements**
   Next meeting date May 14, 2019 at 5:15 p.m.

10. **Adjournment**
    Meeting was adjourned at 6:00 p.m.

Lisa Price, Program Governance Coordinator
Completed: March 15, 2019

Asociación de Acción Comunitaria de Kern
Head Start / Desarrollo Infantil Estatal
Concilio de Póliza Comité de Estatutos
Minutos de Junta
14 de marzo de 2019

1. **Bienvenida**
   Se dio la bienvenida del grupo a la junta.

2. **Llamado a orden**
   a. La presidenta interina Esther Maldonado estableció el orden a las 5:30 p.m.

3. **Pase de lista y establecimiento de quorum (la mitad más uno)**
   a. Se estableció quorum
   b. **Miembros de PC presentes:** Andrea Martínez, Diana Reyes, Esther Maldonado, Michelle Valdez, Isabelle Diaz
   c. **Miembros de PC ausentes:** Enrique Salazar Jr., Jacqueline Boykin

4. **Aprobación de la agenda**
   Moción presentada por Andrea Martínez para aprobar la agenda fechada el 14 de marzo de 2019, esta fue secundada por Isabelle Diaz, moción aprobada por unanimidad
5. **Aprobación de minutos**
   Moción hecha por Andrea Martínez para aprobar los minutos de la junta que se llevó a cabo el 17 de enero de 2019; y fue secundada por Diana Reyes. Moción aprobada por unanimidad
6. **Presentación de invitados**
   n/a

7. **Foro publico**
   (El público que desee dirigirse a todo el Concilio de Póliza puede hacerlos en este momento. Sin embargo, el concilio (PC) no tomara ninguna acción más que referir las sugerencias, propuestas al personal indicado para su estudio y análisis. Ninguno

8. **Presentación / Temas a discutir**
   a. Los estatutos que contenían cambios propuestos al documento original fueron revisados y aclarados de las edicionespropuestas. También se proporcionó información sobre las áreas que se pasaron por alto en función de los cambios en el formato, la coherencia y la continuidad. Se indicó que el documento actualizado se enviará a los miembros la próxima semana. Andrea Martínez hizo una moción para aceptar el documento revisado y volver a reunirse para la revisión final del documento actualizado; secundada por Michelle Valdez. Moción aprobada por unanimidad.
9. **Anuncios**
   Próxima junta 14 de mayo 2019 a las 5:15 p.m.

10. **Clausura de sesión**
    La junta fue clausurada a las 6 p.m.

Lisa Price, Coordinador del programa de gobernanza
Completado: 15 de marzo de 2019

Celebrate National CACFP Week

March 17-23, 2019

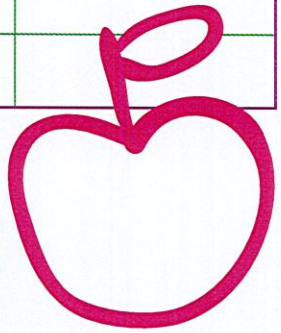
Sample Menu

		AGES 1-2	AGES 3-5	AGES 6-18	ADULTS	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
BREAKFAST	Milk	1/2 cup	3/4 cup	1 cup	1 cup	Whole Milk (age 1) or Low/Fat-Free Milk (ages 2-5)	Whole Milk (age 1) or Low/Fat-Free Milk (ages 2-5)	Whole Milk (age 1) or Low/Fat-Free Milk (ages 2-5)	Whole Milk (age 1) or Low/Fat-Free Milk (ages 2-5)	Whole Milk (age 1) or Low/Fat-Free Milk (ages 2-5)
	Fruit/Vegetable	1/4 cup	1/2 cup	1/2 cup	1/2 cup	Dried Cranberries	Sliced Bananas	Potato Hash Browns	Strawberries	Applesauce
	Grain/Meat [1]	1/2 oz eq	1/2 oz eq	1 oz eq	2 oz eq	**Whole Grain-Rich** Cereal	French Toast Sticks	Scrambled Eggs	**Whole Grain-Rich** Oatmeal	Pancakes
LUNCH & SUPPER	Milk	1/2 cup	3/4 cup	1 cup	1 cup [3]	Whole Milk (age 1) or Low/Fat-Free Milk (ages 2-5)	Whole Milk (age 1) or Low/Fat-Free Milk (ages 2-5)	Whole Milk (age 1) or Low/Fat-Free Milk (ages 2-5)	Whole Milk (age 1) or Low/Fat-Free Milk (ages 2-5)	Whole Milk (age 1) or Low/Fat-Free Milk (ages 2-5)
	Vegetable	1/8 cup	1/4 cup	1/2 cup	1/2 cup	Green Beans	Broccoli	Chicken Tacos Lettuce, Tomato	Broccoli	Cheese Pizza Tomato Sauce
	Fruit [2]	1/8 cup	1/4 cup	1/4 cup	1/2 cup	Applesauce	Fruit Cocktail	Avocado Slices	Spaghetti Tomato Sauce	Cantaloupe
	Grain	1/2 oz eq	1/2 oz eq	1 oz eq	2 oz eq	English Muffin	**Whole Grain-Rich** Dinner Roll	Chicken Tacos Taco Shell	Spaghetti Spaghetti Noodles	Cheese Pizza **Whole Grain-Rich** Pizza Crust
	Meat / Meat Alternate	1 oz	1 1/2 oz	2 oz	2 oz	Cheese Cubes	Baked Chicken Boneless Chicken	Chicken Tacos Boneless Chicken	Spaghetti Ground Turkey	Cheese Pizza Mozzarella Cheese
SNACK	Milk	1/2 cup	1/2 cup	1 cup	1 cup					
	Fruit	1/2 cup	1/2 cup	3/4 cup	1/2 cup	Mandarins			Mixed Berries	Watermelon
	Vegetable	1/2 cup	1/2 cup	3/4 cup	1/2 cup		Carrot Sticks	Red & Green Bell Peppers Sliced		Jicama
	Grain	1/2 oz eq	1/2 oz eq	1 oz eq	1 oz eq	Crackers		**Whole Grain-Rich** Pita Bread		
	Meat / Meat Alternate	1/2 oz	1/2 oz	1 oz	1 oz		Hummus		Yogurt	

USE LEFTOVER CHICKEN

[1] Meat and meat alternates may be served in place of the entire grains component at breakfast a maximum of three times per week. [2] The fruit component at lunch may be substituted by an additional vegetable.
[3] A serving of milk is not required at supper meals for adults.

oz eq = ounce equivalents



NATIONAL CACFP SPONSORS ASSOCIATION

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CACFP is an Indicator of Quality Child Care

Learn more at cacfp.org



2019 COMMUNITY NEEDS SURVEY

Focus Group

Please join us

to share ideas, insight, and experiences of services needed to lift low-income people/families in Kern out of poverty.

Sign-up for one of the sessions below from noon- 1 pm. ***Lunch will be provided!***

Wed, March 20
Lamont Weedpatch Family Resource Center
7839 Burgundy Ave
Lamont, CA 93241

Thurs, March 21
Friendship House Community Center
2424 Cottonwood Drive
Bakersfield, CA 93307

Tues, March 26
Family Resource Center
5109 Lake Isabella Blvd,
Lake Isabella, CA 93240

Thurs, March 28
CAPK Main Office
5005 Business Park N.
Bakersfield, CA 93309

Wed, April 3
East Kern Family Resource Center
16804 CA-14 Unit C,
Mojave, CA 93501

Thurs, April 4
Shafter Youth Center
455 E. Euclid Ave
Shafter, CA 93263

Seating is limited! To RSVP
contact Kathline Moessner at 661-336-5236 x1193, or kmoessner@capk.org



ENCUESTA DE NECESIDADES COMUNITARIAS 2019

GRUPO DE ENFOQUE

Únase

A nosotros para compartir ideas, ideas y experiencias de servicios necesarios sacar a las personas y familias de Kern de bajos ingresos de la pobreza.

Inscríbase en una de las siguientes sesiones durarán una hora 12 a 1 pm.

Se proporcionará almuerzo.

Miércoles 20 de marzo
Lamont Weedpatch Family Resource Center
7839 Burgundy Ave
Lamont, CA 93241

Jueves 21 de marzo
Friendship House Community Center
2424 Cottonwood Drive
Bakersfield, CA 93307

Martes 26 de marzo
Family Resource Center
5109 Lake Isabella Blvd,
Lake Isabella, CA 93240

Jueves 28 de Marzo
CAPK Main Office
5005 Business Park N.
Bakersfield, CA 93309

Miércoles 3 de abril
East Kern Family Resource Center
16804 CA-14 Unit C,
Mojave, CA 93501

Jueves 4 de Abril
Shafter Youth Center
455 E. Euclid Ave
Shafter, CA 93263

Para reservación llame a: Tomas Cubias at 661-336-5236 ext. 2234 o envíe un correo electrónico a tcubias@capk.org

KERN COUNTY Public Health Services DEPARTMENT

APR2019

SUN	MON	TUE	WED	THU	FRI	SAT
	01 **Bakersfield** Church without Walls 114 Beardsley Ave. 10 - 3	02 **Delano** Komoto Pharmacy 1017 Ellington St 10 - 3	03 **Shafter** Rodriguez Park 215 Rodriguez Ave 10 - 3	04 **Wasco** Cormack Park 1401 6th St 10 - 3	05	06
07	08 **Tehachapi** First Baptist Church 1049 S Curry St 10 - 3	09 **Mojave** Mojave Veterans Memorial Building 15580 O St 11 - 2	10 **Rosamond** Hummell Community Center 2500 20th St W 11 - 2	11 **California City** Aspen Mall Shopping Center 8016 California City Blvd. 11 - 2	12	13
14	15	16 **Arvin** DiGiorgio County Park 701 West Haven Avenue 10 - 3	17 **Lamont** Lamont Park 8300 Segrue Road 10 - 3	18 **Ridgecrest** Ridgecrest Public Library 131 E. Las Flores Ave. 11 - 2	19 **Bakersfield** Christ Church Cathedral 2301 White Lane 10 - 3	20
21	22 **Taft** Chamber of Commerce 400 Kern Street 10 - 3	23 **McFarland** La Mision de Jesus 188 San Juan St 10 - 3	24 **Bakersfield** Rexland Acres Park 309 E Fairview Rd 10 - 3	25 **Lake Isabella** Highland Chapel United Methodist Church 5301 Lake Isabella Blvd 10 - 3	26	27
28	29 **Bakersfield** Church without Walls 114 Beardsley Ave. 10 - 3	30 **Shafter** Rodriguez Park 215 Rodriguez Ave 10 - 3				

The Kern County Public Health Services Department Mobile Health Clinic provides a variety of medical services to all of the residents of Kern County, no matter where they live. The Mobile Health Clinic will offer child and adult immunizations, family planning, sexually transmitted disease evaluation and treatment, tuberculosis testing, and pregnancy screenings. Reference the calendar above to see when the Mobile Health Clinic will be in your area.

If you have any additional questions, please call the Kern County Public Health Services Department at 661-321-3000

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



2018-2019 Head Start
Policy Council Meeting Dates
Fechas de juntas de Concilio de Póliza

All meetings will be held at 5005 Business Park North, Suite 130~Board Room.
Light Dinner at 5:00 p.m. with the meeting starting at 5:30 p.m.

Todas las reuniones se llevarán a cabo en la oficina localizada en el 5005 Business Park North Suite 130 en la Sala de Juntas.
Se servirá una cena ligera a las 5:00 p.m. y la junta iniciará a las 5:30

~~Thursday, November 29, 2018~~
~~Tuesday, December 18, 2018~~
~~Tuesday, January 22, 2019~~
~~Tuesday, February 26, 2019~~
Tuesday, March 26, 2019
Tuesday, April 23, 2019
Tuesday, May 21, 2019
Tuesday, June 25, 2019
Tuesday, July 23, 2019
Tuesday, August 20, 2019
Tuesday, September 24, 2019
Tuesday, October 22, 2019