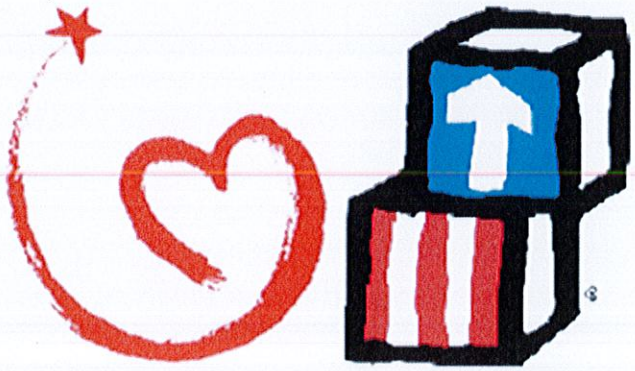
Head Start &
State Child Development
Birth to age 5

capk
Community Action Partnership of Kern

Head Start/State Child Development Services

POLICY COUNCIL MEETING PACKET

April 23, 2019



POLICY COUNCIL
STANDING COMMITTEES
April 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

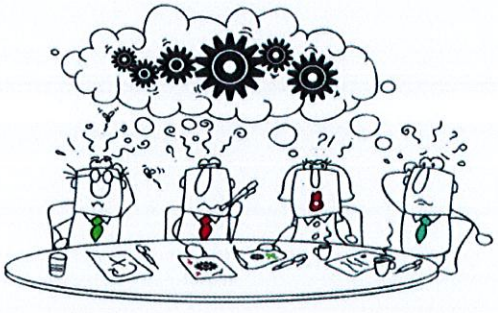
1. Amber Dunlap
2. Nila Hogan
3. Yolanda Ochoa
4. Kandy Ramos
5. Michelle Valdez
6. Yesenia Aranda

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. Jacqueline Boykin
3. Yolanda Mefford
4.
5.
6.



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	

Policy Council Attendance
2018 ~ 2019

#	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	X							
2	Daisy Valencia- Wesley	X	X	ABS	X	ABS							
	Jodi Sanchez - Sunrise Villa	X	ABS	ABS									
3	Jacqueline Boykin	X	X	X	X	X							
4	Yolanda Mefford					X							
#	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	X							
	Michael Sabo - Franklin	ABS	ABS	ABS									
2	Isabelle Diaz				X	ABS							
3	Kandy Ramos				X	X							
4	Michelle Valdez				X	ABS							
#	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	X							
2	Enrique Salazar- Pete Parra	X	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	X							
4	Yesenia Aranda - Fairfax			ABS	ABS	X							
#	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
	Bonnie Garcia - California City	X	ABS	ABS	R	R	R	R	R	R	R	R	R
1	Mayra Zambrano - Rosamond	X	X	ABS	X	X							
	Mariely Torres Othon - Rosamond	X	ABS	X	ABS	R	R	R	R	R	R	R	R
2	*Vacancy*												
3	Vacancy												
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	X							
	Debbie Espinoza - V. Denwitty	ABS	R	R	R	R	R	R	R	R	R	R	R
2	Destiny Thompson Butler												
#	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	X							
2	Esther Maldonado - HB R. Hernandez	X	ABS	X	ABS	X							
#	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	X							
2	Lindsay Harrison	X	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	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	ABS							
Mariely Torres Othon			ABS	ABS	R	R	R	R	R	R	R
Amber Dunlap			X	ABS							
Jacqueline Boykin			X	ABS							
Yolanda Mefford											
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		X						
Amber Dunlap		X	X		X						
Yolanda Ochoa		X			X						
Jodi Sanchez		ABS	ABS								
Nila Hogan		X	X								
Kandy Ramos					X						
Michelle Valdez					X						
Yesenia Aranda					ABS						

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
April 23, 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: April 23, 2019

4. **Approval of Minutes** — Chairperson — ***ACTION**
   a. Date of Minutes: March 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. Bylaws Committee — **Verbal Report**

7. **Presentations** — (15 minutes per presentation)
   a. Enrollment and Attendance ~ Ginger Mendez, Enrollment & Attendance Manager

8. **New Business** — Chairperson — ***ACTION**
   a. Application for Continued Funding of Early Head Start Child Care Partnerships ~ Jerry Meade, Program Design & Management Administrator
   b. Election of Destiny Thompson Butler to the Budget & Finance subcommittee

      ***INFO ITEM**
   c. Head Start and Early Head Start Budget to Actual Reports ~ Donna Holland, Fiscal Administrator
      1. Kern Head Start Budget vs. Actual Expenditure, March 2018 through February 28, 2018 (interim year-end)
      2. Kern Early Head Start Budget vs. Actual Expenditures, March 1, 2018 through February 28, 2019 (interim year-end)

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, April 17, 2019
Lisa Price, Program Governance Coordinator

3. Kern Head Start Budget vs. Actual Expenditures March 1, 2019 through March 31, 2019
4. Kern Early Head Start Budget vs. Actual Expenditures March 1, 2019 through March 31, 2019
5. San Joaquin Early Head Start Budget vs. Actual Expenditures, February 1, 2019 through March 31, 2019
6. Early Head Start Child Care Partnerships Budget vs. Actual Expenditures, September 1, 2018 through March 31, 2019
7. Parent Local Travel & Child Care through March 31, 2019
8. Parent Activity Funds through March 31, 2019
9. Kern Head Start and Early Head Start Non-Federal Share and In-Kind Report, March 2018 through March 31, 2019
10. San Joaquin Early Head Start Non-Federal and In-Kind Report, February 1, 2019 through March 31, 2019

9. Communications

a. Policy Council Planning Committee Meeting Minutes ~ April 2, 2019 (English/Spanish)
b. Children's Mobile Immunization Program ~ April 2019 (English/Spanish)
c. CAPK Disabilities Parent Resource Fair ~ April 25, 2019 (English/Spanish)
d. Home at Head Start, Dr. Deborah Bergeron Director Office of Head Start ~Spring 2019
e. Final CAPK Agency School Readiness Meeting Date ~ 2018-2019
f. 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** (10 min.)
13. Early Head Start San Joaquin Report	Nicole Nino	**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 May 21, 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, April 17, 2019
Lisa Price, Program Governance Coordinator

Agenda del Concilio de Póliza
23 de abril, 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

   "Acción Comunitaria cambia la vida de las personas, simboliza el espíritu de esperanza, mejora las comunidades y hace de América un mejor lugar para vivir. Estamos interesados en la comunidad y nos dedicamos a ayudar a que las personas se ayuden a sí mismas y a los demás."

2. **Pase de lista/Establecimiento de los miembros** — Secretario

3. **Aprobación de la agenda** — Presidente — ***ACCIÓN**
   a. Agenda fechada: 23 de abril de 2019

4. **Aprobación de minutos** — Presidente — ***ACCIÓN**
   a. Fecha de los minutos: 26 de marzo de 2019

5. **Presentación de invitados/Foro Publico**
   a. *El público que desee dirigirse al Concilio de Póliza, podrá hacerlo en este momento. Los miembros del concilio podrán responder brevemente a las preguntas o manifiestos presentados. Sin embargo, el concilio no tomará ninguna acción, solo referirá los temas argumentados a personal apropiado para su estudio y análisis.* ***Los oradores tienen un límite de 5 minutos para exponer.*** *Si más de una persona desea tocar el mismo tema, el total será de 10 minutos. Favor de proporcionar su nombre antes de hacer su presentación. Gracias.*

6. **Reportes comunes del comité** — (3 minutos por reporte)
   a. Comité de aprendizaje escolar — **Reporte verbal**
   b. Comité de planeación — **Reporte verbal**
   c. Comité de finanzas — **Reporte verbal**
   d. Comité de estatutos — **Reporte verbal**

7. **Presentaciones** — (15 minutos por presentación)
   a. Inscripción y Asistencia ~ Ginger Mendez, Gerente de Inscripción y Asistencia

8. **Nuevos intercambios** — Presidente — *** ACCIÓN**
   a. Solicitud para la financiación continua para la Asociacion de Cuidado Infantil de Early Head Start ~ Jerry Meade, Administrador de Diseño y Gestión de programas.
   b. Elección de Destiny Thompson Butler al subcomité de Presupuesto y Finanzas.

      ***NOTA INFORMATIVA**
   c. Presupuesto y reporte Actual de Head Start y Early Head Start ~ Donna Holland, Administrador Fiscal
      1. Presupuesto de Head Start de Kern vs. Gastos actuales, marzo 2018 hasta el 28 de febrero de 2019 (fin de año interino)
      2. Presupuesto de Early Head Start de Kern vs. Gastos Actuales, 1 de marzo de 2018 hasta 28 de febrero 2019 (fin de año interino)
      3. Presupuesto de Head Start de Kern vs. Gastos Actuales 1 de marzo 2019 hasta el 31 de marzo 2019

Esto certifica que la publicación de esta agenda fue expuesta en el vestíbulo de la oficina de Administración de CAPK, ubicada en el numero 58005 Business Park North, Bakersfield, CA y en línea en el sitio web www.capk.org a las 12:00 p.m. el 17 de abril de 2019
Lisa Price, Coordinadora del Programa de Gobernanza

4. Presupuesto de Early Head Start de Kern Budget vs. Gastos Actuales1 de marzo de 2019 hasta el 31 de marzo de 2019
5. Presupuesto Early Head Start de San Joaquín vs. Gastos actuales 1 de febrero 2019 hasta 31 de marzo 2019
6. Presupuesto de la Asociacion de cuidado infantil de Early Head Start vs. Gastos Actuales, 1 de septiembre de 2018 hasta 31 de marzo de 2019
7. Viajes locales de padres y cuidado infantil hasta el 31 de marzo de 2019
8. Fondos para actividades de padres hasta el 31 de marzo de 2019
9. Head Start and Early Head Start porción no federal y reporte de contribuciones internas marzo del 2018 hasta el 31 de marzo 2019.
10. Early Head Start de San Joaquín porción no federal y reporte de contribuciones internas 1 de febrero de 2019 hasta el 31 de enero de 2019

9. **Comunicaciones**
   a. Minutos del subcomité de Planeación ~ 2 de abril 2019 (Inglés/Español)
   b. Programa de vacunación móvil ~ Abril 2019 (Inglés/Español))
   c. Feria de recursos de CAPK para padres con niños discapacitados 25 de abril de 2019 (Inglés/Español)
   d. Casa en Head Start, Dr. Deborah Bergeron Director de la oficina de Head Start ~Primavera 2019
   e. Copia final de las fechas de las juntas del comité de preparación escolar de CAPK ~ 2018-2019
   f. Fechas de las juntas del Concilio de Póliza ~ 2018-2019

10. **Reporte 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** (10 min.)
13. **Reporte de Early Head Start de San Joaquín**	Nicole Nino	**Reporte Verbal** (3 min.)
14. **Reporte de la Asociacion de 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. **Conclusión**	Presidente	

La próxima junta se llevará a cabo el 21 de Mayo de 2019 con una cena ligera a las 5 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 numero 58005 Business Park North, Bakersfield, CA y en línea en el sitio web www.capk.org a las 12:00 p.m. el 17 de abril de 2019
Lisa Price, Coordinadora del Programa de Gobernanza

COMMUNITY ACTION PARTNERSHIP OF KERN
POLICY COUNCIL MEETING MINUTES
March 26, 2019
5005 Business Park North ~ CAPK Administrative Office

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** – Secretary, Mayra Zambrano Quorum was established.
   PC Members Present: Jacqueline Boykin, Amber Dunlap, Enrique Salazar Jr., Diana Reyes, Ana Lester, Lindsay Harrison, Nila Hogan, Andrea Martinez, Esther Maldonado, Estella Corrales, Mayra Zambrano, Kandy Ramos, Ashley Sabo, Yolanda Mefford, Yesenia Aranda and Yolanda Ochoa.
3. **Approval of Agenda** – Chairperson **(**ACTION)**
   a. A motion to approve the March 26, 2019, revised meeting agenda was made by Enrique Salazar Jr., Nila Hogan seconded; motion carried unanimously.
4. **Approval of Minutes** – Chairperson **(**ACTION)**
   A motion to approve the February 26, 2019, Policy Council minutes was made by Mayra Zambrano; Enrique Salazar Jr; seconded. Motion carried unanimously.
5. **Presentation of Guests/Public Forum**
   The following guests were in attendance: Pam Pritchard, Assistant Director HS/EHS; Lisa Price, Program Governance Coordinator; Bryan Lopez IT Specialist; Debbie Connolly, EHS Partnership Coordinator; Donna Holland, Fiscal Administrator; Emily Gonzalez Demont, Assistant Director of Grants, Leslie Mitchell, Administrator of Education Support Services; Lois Hannible, Friendship House Program Manager; Iris Gonzalez, FSW II; Luz Adams, Program Manager and Leticia Villegas, Program Assistant/Translator.
   a. *(The public wishing to address the full Policy Council may do so at this time. Policy Council members may respond briefly to statements made or questions posed. However, the PC will take no action other than referring the item(s) to staff for study and analysis. Speakers are limited to five minutes each. If more than one person wishes to address the same topic, total group time for the topic will be 10 minutes. Please state your name before making your presentation. Thank you.)*
6. **Standing Committee Reports** *(five minutes each)*
   School Readiness Committee – Mayra Zambrano, reported that the committee met on March 7, 2019 however they not met quorum. Ms. Zambrano shared Paulino Cruz presented the kindergarten readiness health topics and how Head Start prepares families for that transition. Alan Rodriguez shared newly released information about immunizations. Jane Felsoci discussed how Head Start Centers will begin introducing the cafeteria style dining as this is what most schools implement. The next meeting will be held on May 16, 2019.
   Planning Committee – PC Planning did not meet during the month of March. Next meeting is scheduled for April 2, 2019.
   Budget & Finance Committee – Budget & Finance did not meet. Next meeting is scheduled for April 16, 2019
   By-Laws Committee – Esther Maldonado reported that the committee met on March 14, 2019. They reviewed the current bylaws with proposed tracked changes. The committee discussed and clarified the edits. The next meeting is scheduled for May 14, 2019.
7. **Presentations**
   a. **The Friendship House ~ Lois Hannible, Friendship House Program Manager**
   Lois shared a PowerPoint with the group and informed them about the programs and activities taking place at the Friendship House. She stated the Friendship house has been in existence since 1957. Some of the many program include, after school and summer programs; a community garden, a computer lab as well as food distribution every 4th Wednesday of each month. They also host a successful Pre-Employment Resource Program for youth ages 14-18, Gang Prevention Program, Parents on a Mission (POM) parenting classes and services provided by the Mexican Consulate. Lois emphasized that all the programs are free of charge. Ms. Hannibal encouraged everyone to become a volunteer, visit the facility and to share information with community members.
8. **New Business** – Chairperson **(**ACTION)**
   a. **2018-2019 Early Head Start Child Care Partnership Self- Assessment ~ Sylvia Ortega, Quality Assurance Manager**
   Sylvia Ortega reviewed the EHS Partnership Self-Assessment with the group. She shared the two findings as well as the Plans of Action and strategies we will utilize to address these issues. Upon conclusion of the presentation there was a recommendation for approval. Motion to approve the 2018-2019 Early Head Start Child Care Partnership Self-Assessment Report was made by Lindsay Harrison; Ana Lester seconded. Motion carried unanimously.

b. **Election of Policy Council Members to subcommittees** ~ Yesenia Aranda, Yolanda Mefford
Motion to approve Yesenia Aranda to the Planning Committee and Yolanda Mefford to the Budget & Finance committee; was made by Diana Reyes; seconded by Ashley Sabo. Motion carried unanimously.

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
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. Resignation Memo for Policy Council Member Mariely Torres Othon ~ (English/Spanish)
o. 2019 Community Needs Survey Focus Group (English/Spanish)
p. Celebrate National CACFP Week – Sample Menu
q. Kern County Public Health Department Mobile Health Clinic ~ April 2019
r. Children's Mobile Immunization Program ~ March 2019 (English/Spanish)
s. CAPK Agency School Readiness Meeting Dates ~ 2018-2019
t. Policy Council Meeting Dates ~ 2018-2019

The Chairperson called for a motion to receive and file Communication items (a)-(t). Motion made by Yolanda Ochoa to receive and file communication (a)-(t).

10. School Readiness Report – Leslie Mitchell

Leslie Mitchell welcomed the group to the meeting and provided a brief overview about her team. A PowerPoint was shown which provided updates on the Education and Wellness component of School Readiness. DRDP 2015 spring assessments, Parent/Teacher conferences, CLASS, Getting Ready for Kindergarten as well as Wellness Training information was shared. Upon conclusion of the presentation Leslie provided additional information to questions posed by the group.

11. Program Governance Report/Training – Lisa Price, Program Governance Coordinator

Ms. Price thanked everyone for their participation. She welcomed new Policy Council members Yolanda Mefford and Yesenia Aranda. Ms. Price also provided information on a Free Citizenship workshop taking place on April 6, 2019 and shared information about the upcoming CAPK Disabilities Committee Parent Resource Fair scheduled for April 25, 2019.

12. Community Representative Report – Ana Lester/Lindsay Harrison

Ms. Lester shared information about ways to support children's personal growth and ways to increase their self-confidence through positive mindset. She also shared tips and activities for children and parents during Spring Break. Ms. Harrison distributed a flyer on upcoming classes to be held in partnership between Standard School District and Kern Health Care. Classes will cover a variety of topics including asthma, exercise, nutrition and more.

13. Early Head Start San Joaquin Report – Rashi Strother

On behalf of Rashi, Policy Council member Estela Corrales provided the San Joaquin report. Ms. Corrales shared information about donations provided by Pepsi Cola for their parent meeting, she also shared their excitement about the parent participation.

14. Early Head Start Partnership Report – Debbie Connolly, EHS Partnership Coordinator

Ms. Connolly shared information about the Blanton's center CCTR application for which they qualified and are waiting to find out how much they were awarded. She added that they have a new director for the Partnership at the Bakersfield College and a new teacher in training at Garden Pathways.

15. Board of Directors Representatives Report – Yolanda Ochoa, Board of Director's Representative

Ms. Ochoa reported that the Board of Director's will meet tomorrow (March 27, 2019) and because of this there was not much to report with the exception that some of the items shared at Policy Council were also shared at PRE (BOD subcommittee).

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

Pam Pritchard, Assistant Director of Program, Head Start/State Child Development reported on behalf of Ms. Gonzales who was unable to attend but extended her best wishes. Ms. Pritchard discussed the Spring break schedule for this program year stating it will begin on April 15, 2019. She also requested assistance from the members to spread the word about Early

Head Start as there are a few vacancies needing to be filled in order to meet full enrollment in the Home Base option as well as in the Bakersfield College Partnership.

17. **Policy Council Chairperson/Announcements** – Amber Dunlap, Chairperson

    Ms. Dunlap thanked everyone for attending and noted that when driving to watch for children because sometimes they don't pay attention when they are busy playing. She also gave a reminder announcement that the next Policy Council meeting will be on April 23, 2019.

18. **Adjournment** –Chairperson

    The meeting was adjourned at 6:36 p.m. by the Chairperson.

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

1. **Llamado de orden** – presidente, Amber Dunlap, llamó al orden la junta a las 5:30 p.m.
   a. Momento de Silencio, promesa de lealtad
   b. Lectura de a promesa de Accio Comunitaria
   "Acción comunitaria cambia la vida de las personas, encarda el espíritu de 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 para ayudarse a sí mismos y a los demás".
2. **Pase de lista/Presentación de Miembros** – Secretaria, Mayra Zambrano se estableció la presentación de miembros.
   Miembros de PC presentes: Jacqueline Boykin, Amber Dunlap, Enrique Salazar Jr., Diana Reyes, Ana Lester, Lindsay Harrison, Nila Hogan, Andrea Martinez, Esther Maldonado, Estella Corrales, Mayra Zambrano, Kandy Ramos, Ashley Sabo, Yolanda Mefford, Yesenia Aranda y Yolanda Ochoa.
3. **Aprobación de Agenda** – Presidente **(**ACCIÓN)**
   a. Una propuesta para aprobar la agenda modificada del 26 de marzo de 2019 fue presentada por Enrique Salazar Jr., Nila Hogan la secundo; la propuesta fue aprobada unánimemente.
4. **Aprobación de Minutos** – Presidente **(**ACCIÓN)**
   Una propuesta para aprobar los minutos del 26 de febrero del 2019 fue presentada por Mayra Zambrano; Enrique Salazar Jr.; la secundo; la propuesta fue aprobada unánimemente.
5. **Presentación de invitados/Foro publico**
   Se conto con la presencia de los siguientes invitados: Pam Pritchard, Asistente del director de HS/EHS; Lisa Price, Coordinador del programa de gobernanza; Bryan López, Especialista de IT (Información y Tecnología); Debbie Connolly, coordinadora de la asociación EHS; Donna Holland, Administradora Fiscal; Emily González Demont, asistente del director de subsidios, Leslie Mitchell, administradora de servicios de apoyo educativo; Lois Hannible, Gerente del programa de la casa de la amistad; Iris González, FSW II; Luz Adams, Gerente de programa and Leticia Villegas, asistente de programa/traductor
   a. *(El público que desee dirigirse al comité de Póliza puede hacerlo en este momento. Los miembros del comité pueden responder brevemente a las declaraciones o preguntas que les presenten. Sin embargo, estos no tomarán ninguna acción y referirán las cuestiones al personal para análisis y estudio. Los oradores están limitados a 5 minutos. Si más de una persona desea tocar el mismo tema, el tiempo límite se ampliará a 10 minutos. Favor de proporcionar su nombre antes de hacer sus presentaciones. Gracias).*
6. **Reportes de comités permanentes** *(cinco minutos cada uno)*
   Comité de preparación escolar – Mayra Zambrano, reportó que el comité se reunió el 7 de marzo, 2019 pero no obtuvieron quórum. La señora Zambrano compartió que Paulino Cruz presentó varios temas de salud para la entrada al jardín de niños y cómo Head Start prepara a las familias para esa transición. Alan Rodriguez proporcionó la más reciente información acerca de las vacunas. Janey Felsoci discutió como los centros de Head Start empezaron a introducir el estilo de comida similar a la cafetería que la mayoría de las escuelas implementa. La próxima junta será el 16 de mayo de 2019.
   Comité de planeación – El comité de planeación no se reunió durante el mes de marzo. La próxima junta se llevará a cabo el 2 de febrero de 2019.
   Comité de presupuesto y finanzas –El comité no se reunió. La próxima junta se llevará a cabo el 16 de abril.
   Comité de estatutos –Esther Maldonado reporto que el comité se reunió el 14 de marzo de 2019. Revisaron los cambios propuestos. El comité discutió y clarificó las ediciones. La próxima junta se llevará a cabo el 14 de Mayo de 2019.
7. **Presentaciones**
   a. **Casa de la Amistad Lois Hannible, gerente del programa de la Casa de la Amistad**
   Lois hizo una presentación al grupo en la que informo acerca de los programas y actividades que se están llevando a cabo en la Casa de la Amistad. Informó que la institución se estableció desde 1957. Algunos de los muchos programas que manejan son, programas para después de clases y de verano, un jardín comunitario, laboratorio de computación, así como las distribuciones de alimentos cada 4to miércoles de cada mes. También cuentan con un exitoso programa de recursos de Empleo para jóvenes entre las edades de 14-18 años, otro de los programas con los que cuentan es el programa de Prevención de Pandillas, Padres en una Misión (POM, siglas en inglés) y servicios proporcionados por el Consulado Mexicano. Lois enfatizó que todos los programas son gratuitos. La Sra. Hannibal exhortó a todos los presentes a convertirse en voluntarios, visitar el establecimiento y compartir la información con los miembros de la comunidad.
8. **Nuevos Temas** – presidente **(**ACCIÓN)**
   a. **2018-2019 Asesoría de la sociedad de Early Head Start ~ Sylvia Ortega, Gerente de Control de Calidad**
   Silvia reviso los resultados de la asesoría de la sociedad de EHS. Explico que los resultados, así como los planes de acción y estrategias que se utilizaran para corregir estos problemas. Después de la conclusión de la presentación hubo

una recomendación para aprobación. La propuesta para aprobación del reporte 2018-2019 fue presentada por Linsday Harrison; Ana Lester la secundo. La propuesta se aprobó unánimemente.

b. **Elección de miembros del concilio de Póliza a los subcomités.** ~ Yesenia Aranda, Yolanda Mefford. Propuesta para aprobar la inclusión de Yesenia Aranda al comité de Planeación y a Yolanda Mefford al comité de Presupuestos y finanzas; fue presentada por Diana Reyes; secundada por Ashley Sabo. La propuesta fue aprobada unánimemente.

9. **Comunicaciones**

a. Presupuesto de Head Start de Kern vs gastos actuales, 1 de marzo del 2018, hasta febrero 28 de 2019
b. Presupuesto de Early Head Start de Kern vs gastos actuales, 1 de marzo de 2018 al 28 de febrero del 2019
c. Presupuesto de Early Head Start de San Joaquín vs gastos actuales 1 de febrero de 2018 and 31 de enero de 2019 (fin de año interino)
d. Presupuesto de Head Start San Joaquín vs gastos actuales febrero 1 de 2018 hasta febrero 28 2019.
e. Asociaciones de Early Head Start cuidado infantil vs gastos actuales 1 de septiembre 2018 hasta 28 de febrero 2019.
f. Viajes locales de padres y cuidado infantil hasta el 28 de febrero de 2019
g. Fundos para actividades para padres hasta el 28 de febrero de 2018
h. Reporte de fondos no federales de Kern Head Start and Early Head Start, 1 de marzo de 2018 hasta el 28 de febrero de 2019.
i. Reporte de fondos no federales de San Joaquín Early Head Start del 1 de febrero de 2018 hasta el 31 de enero de 2019 – Final
j. Reporte de fondos no federales de San Joaquín Head Start desde el 1 de febrero de 2018 hasta el 28 de febrero 2019.
k. ACF-IM-HS-19-01 – Flexibilidades de recuperación de desastre general, editado: 6 de marzo, 2019
l. Minutos del subcomité de preparación escolar (inglés y español)
m. Minutos del subcomité de estatutos ~ (inglés y español)
n. Memorándum de renuncia del miembro del comité de póliza; Mariely Torres Othon (inglés y español).
o. Grupo de consenso de las necesidades de la comunidad 2019 (inglés, español)
p. Celebración nacional de CACFP Muestra de menú
q. Horario de la clínica móvil del Departamento de Salubridad del condado de Kern ~ Abril 2019
r. Programa móvil de vacunación infantil ~marzo 2019 (inglés y español)
s. Horario de juntas 2018-2019 del subcomité de preparación escolar
t. Horarios de juntas del Concilio de póliza ~2019-2019

La presidenta solicito una propuesta para recibir y archivar las comunicaciones desde la (a) – (t). La propuesta fue presentada por Yolanda Ochoa para recibir y archivar las comunicaciones enumeradas desde la (a) – (t).

10. Reporte de preparación escolar – Leslie Mitchell

Leslie Mitchell dio la bienvenida al grupo y proporcionó una pequeña reseña de su equipo. Una presentación de PowerPoint fue presentada, esta proporcionó una actualización sobre los componentes de educación y bienestar como parte de la preparación escolar. Las asesorías de DRDP 2015, las conferencias de Padres/Maestros, CLASS, preparándose para el jardín de niños, así como información de capacitación de bienestar, fue compartida. A la conclusión de la presentación, Leslie proporcionó información adicional a las preguntas que el grupo presentó.

11. Reporte/Capacitación del programa de gobernanza – Lisa Price, coordinadora del programa de gobernanza

La Sra. Price agradeció a todos por su participación. Dio la bienvenida a los nuevos miembros del concilio de Póliza Yolanda Mefford y Yesenia Aranda. La Sra. Price también proporcionó información sobre clases de ciudadanía gratuitas que se llevarán a cabo el 6 de abril de 2019 y compartió información sobre la feria de recursos para padres de niños incapacitados que está organizando el comité de incapacidades de CAPK, la cual se llevará a cabo el 25 de abril de 2019.

12. Reporte del representante de la comunidad – Ana Lester/Lindsay Harrison

La Sra. Lester compartió información acerca de las diferentes maneras de apoyar el crecimiento personal de los niños, e incrementar su autoestima, a través de mentalidad positiva. También repartió consejos y actividades para que los padres e hijos que pueden implementar durante las vacaciones de primavera. La señora Harrison distribuyó un volante acerca de las clases de salud que impartirán bajo a la asociacion del distrito escolar Standard y Kern Family Health Care. Las clases cubrirán una variedad de temas incluyendo asma, ejercicio, nutrición y más.

13. Reporte de Early Head Start de San Joaquín –Rashi Strother

En representación de Rashi, el miembro del concilio Estela Corrales proporcionó el reporte de San Joaquín. La Sra. Corrales compartió información acerca de las donaciones proporcionadas por PesiCola para la junta de padres, también compartió su beneplácito por la participación de los padres.

14. Reporte de la asociación de Early Head Start – Debbie Connolly, coordinador de la asociacion de EHS

La Sra. Conolly compartió información acerca de la solicitud de fondos que el centro escolar Blanton presentó, dicha solicitud, (CCTR) fue aprobada están esperando la resolución para saber la cantidad del subsidio que se les otorgará. Agregó que cuentan con un nuevo director en el Colegio de Bakersfield y un nuevo maestro en capacitación en Garden

Patways.

15. Reporte del representante de la Junta directiva – Yolanda Ochoa, representante de la Junta directiva

La Sra. Ochoa reportó que la junta de directores se reunirá mañana (27 de marzo de 2019) y debido a esto no había mucho que reportar con la excepción de que algunos de los puntos tocados en el concilio de Póliza, también se habían discutido en la junta de directores.

16. Reporte del Director (HS/Desarrollo infantil estatal) – Yolanda Gonzales, directora de Head Start /Desarrollo Infantil Estatal

Pam Pritchard, asistente del director del programa presentó el reporte en ausencia de la Sra. Gonzales, quien no pudo asistir, pero envió sus más calurosos saludos. La Sra. Pritchard enfatizó que las vacaciones de primavera para este año escolar iniciarán el 15 de abril de 2019. También solicitó la asistencia de los miembros para correr la voz sobre el programa de Early Head Start, ya que contaban con unas cuantas vacantes que necesitaban llenar para cumplir con el requisito de inscripción completa en la opción a domicilio, así como en la asociacion con el Colegio de Bakersfield.

17. Anuncios del consejo de póliza/presidente – Amber Dunlap, presidente

La Sra. Dunlap agradeció a todos los presentes por su asistencia e hizo hincapié acerca de la velocidad con la que manejamos, ya que los niños a veces están jugando y no ponen atención a los autos que van pasando. También anunció que la próxima junta del concilio de póliza se llevará a cabo el 23 de abril 2019.

18. Finalización – Presidente

La junta fue finalizada por la presidenta a las 6:36 p.m.

COMMUNITY ACTION PARTNERSHIP OF KERN
MEMORANDUM

To: Head Start Policy Council

From: Jerry Meade, Program Design and Management Administrator

Subject: Application for Continued Funding of Early Head Start Child Care Partnerships – **Action Item**

Date: April 23, 2019

Head Start is requesting approval to submit an application for 2019-2020 funding of the Early Head Start Child Care Partnerships grant #09HP0036.

On March 22, 2019, CAPK received a letter from the Office of Head Start indicating that our EHS Child Care Partnership program is eligible for a non-competitive five-year grant award. The letter is attached for your review. The application to be submitted will describe the program design, goals and approach to delivery for the funding period 09/01/2019 – 08/31/2024. Program has no planned changes from the current program's service delivery. CAPK will continue to provide Early Head Start services for a total of 56 children in partnerships with Bakersfield College (32 children), Kern County Superintendent of Schools (16 children), and Garden Pathways (8 children).

The funding levels for the first 12-month period 09/01/2019 through 08/31/2020 are:

- $708,901 for program operations;
- $16,800 for training and technical assistance:
- $12,548 for a Cost-of-Living Adjustment (COLA) of 1.77%

The attached budget detail provides allocated expenses by major category. Revisions (if any) are detailed in the right-hand column.

Recommendation:
Staff recommends the Policy Council approve the submission of an application for continued funding of Early Head Start Child Care Partnerships 09HP0036 for the 2019-2020 budget period.

Attachment:
Office of Head Start Letter dated 3/22/19
EHS CCP Budget Detail by Major Category

ADMINISTRATION FOR
CHILDREN & FAMILIES
Office of Head Start | 330 C St., SW, 4th Floor, Washington DC 20201 | eclkc.ohs.acf.hhs.gov

March 22, 2019

Community Action Partnership Of Kern

Re: Grant No. 09HP0036

Dear Head Start Grantee:

The Office of Head Start (OHS) has determined that your program is currently eligible for a non-competitive five year grant award to operate the Head Start program.

Should your program meet one of the conditions specified under 45 CFR Part 1304.12 prior to your new award, your agency must report to your Regional Office using HSES Correspondence within 10 working days of occurrence. If OHS determines that your agency has met one of the conditions under 45 CFR Part 1304.11 prior to award, your designation will change and you will receive notice that your organization will instead be required to compete for funding.

You must file a complete Form SF-429 with Attachment A (Real Property Status Report) to establish the existence of property subject to a federal interest for which your organization (or a delegate agency) holds title prior to award. If you anticipate not being able to meet the above timeframe or requirements, notify your Regional Grants Management Officer via HSES Correspondence.

Congratulations on your non-competitive designation and thank you for your continued work on behalf of children and families. Please direct questions to your Regional Office.

Sincerely,

/Deborah Bergeron/

Deborah Bergeron
Director
Office of Head Start

COMMUNITY ACTION PARTNERSHIP OF KERN

EARLY HEAD START CHILD CARE PARTNERSHIPS
09HP0036
2019-2020 BUDGET DETAIL BY MAJOR CATEGORY

BUDGET - BASE	2018-2019	2019-2020	VARIANCE increase (decrease)	
PERSONNEL	130,082	133,676	3,594	COLA Adjustment
FRINGE BENEFITS	33,248	48,965	15,717	COLA Adjustment and Increased Fringe
SUPPLIES	1,750	1,750	0	
CONTRACTUAL	462,028	456,968	(5,060)	Revised as per Negotiated Contract Rates
OTHER:	17,395	15,530	(1,865)	Reduction in software support/maintenance
Occupancy				
Direct child & family services				
Staff local travel				
Office equipment lease/repair/maintenance				
INDIRECT COSTS	64,398	64,560	162	
TOTAL BASE	**708,901**	**721,449**	**12,548**	
FUNDING	**708,901**	**721,449**	12,548	1.77% COLA
VARIANCE	0	0		

BUDGET - TRAINING & TECHNICAL ASSISTANCE			
TRAVEL	5,294	5,294	0
SUPPLIES	3,506	3,506	0
OTHER:	6,473	6,473	0
Staff development costs; consultant fees			
INDIRECT COSTS (10%)	1,527	1,527	0
TOTAL T&TA	**16,800**	**16,800**	**0**

NON-FEDERAL SHARE[1]	**181,425**	**184,562**	**3,137**
ESTIMATED ADMINISTRATIVE COST RATE	**8.3%**		

[1]The Head Start Act requires non-federal matching funds equal to 20% of total funding. The non-federal portion of subsidies supporting children enrolled in the Partnership program will be used toward non-federal share. The remainder will be provided by volunteers and other contributors.

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 (Interim) – Info Item

Date: April 23, 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
Overall expenditures are at 100% of the budget.

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 04/09/2019

	HEAD START				
BASE FUNDS	**BUDGET**	**ACTUAL**	**REMAINING**	**% SPENT**	**% REMAINING**
PERSONNEL	10,597,810	10,669,435	(71,625)	101%	-1%
FRINGE BENEFITS	3,337,685	3,249,493	88,192	97%	3%
TRAVEL	5,000	11,481	(6,481)	230%	-130%
EQUIPMENT	222,520	152,379	70,141	68%	32%
SUPPLIES	886,988	960,193	(73,205)	108%	-8%
CONTRACTUAL	126,502	109,624	16,878	87%	13%
OTHER	3,760,375	3,738,663	21,712	99%	1%
INDIRECT	1,826,701	1,730,144	96,557	95%	5%
TOTAL BASE FUNDING	**20,763,581**	**20,621,413**	**142,168**	**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	141,736	9,051	94%	6%
INDIRECT	22,652	22,551	101	100%	0%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**249,168**	**249,118**	**50**	**100%**	**0%**
CARRYOVER					
EQUIPMENT	134,000	133,999	1	100%	0%
OTHER	343,802	343,545	257	100%	0%
INDIRECT	34,380	34,359	21	100%	0%
TOTAL CARRYOVER	**512,182**	**511,902**	**280**	**100%**	**0%**
GRAND TOTAL HS FEDERAL FUNDS	**21,524,931**	**21,382,433**	**142,498**	**99%**	**1%**

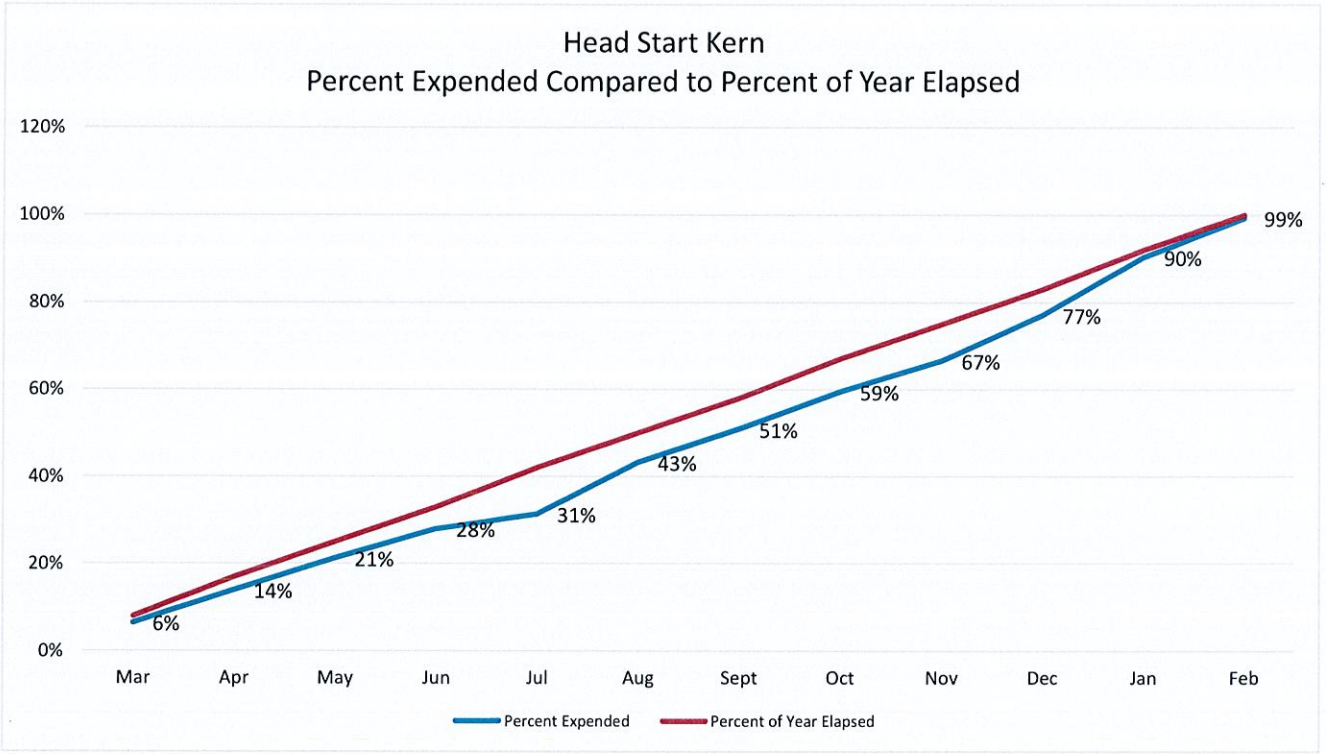
HEAD START and EARLY HEAD START KERN NON-FEDERAL SHARE

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 **8.5%**


Head Start Kern
Percent Expended Compared to Percent of Year Elapsed
120%
100%
80%
60%
40%
20%
0%
Mar
Apr
May
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Jul
Aug
Sept
Oct
Nov
Dec
Jan
Feb
6%
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28%
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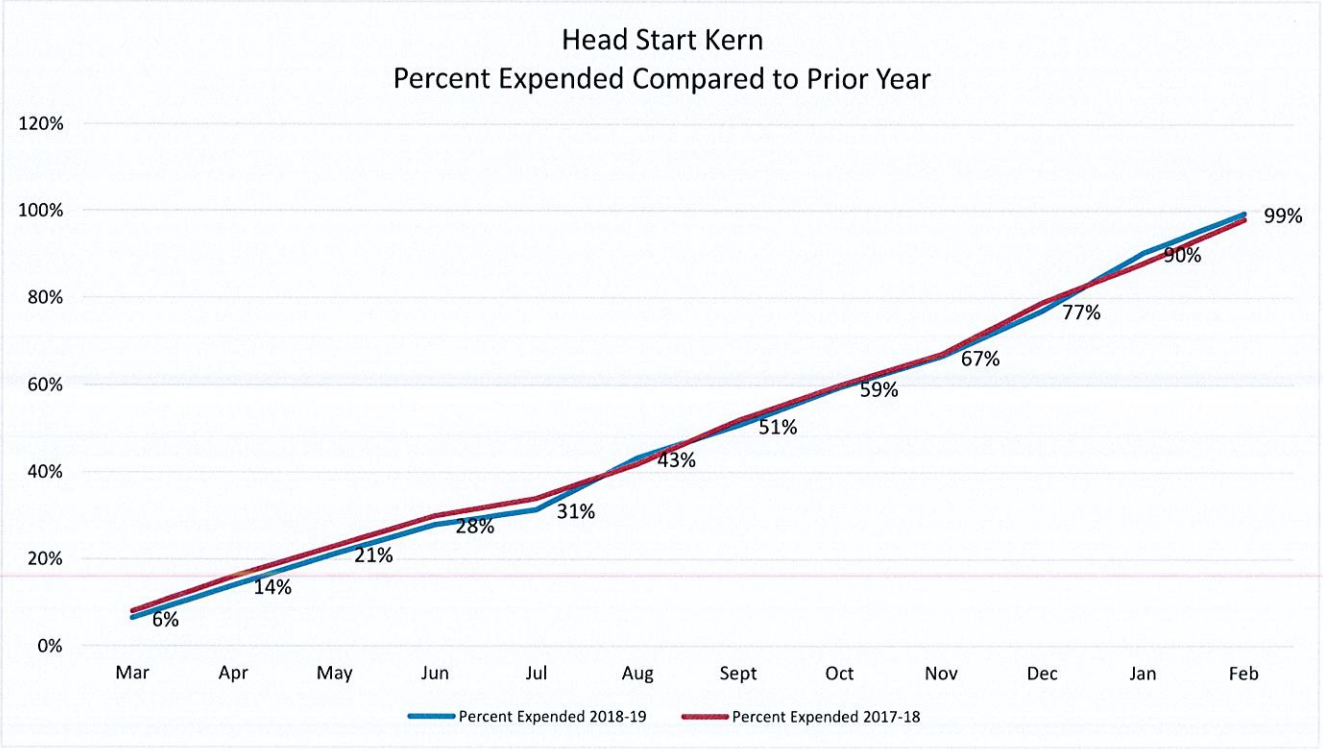
43%
51%
59%
67%
77%
90%
99%
Percent Expended
Percent of Year Elapsed


Head Start Kern
Percent Expended Compared to Prior Year
120%
100%
80%
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40%
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21%
28%
31%
43%
51%
59%
67%
77%
90%
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 (Interim) – Info Item

Date: April 23, 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 99% of the budget.

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

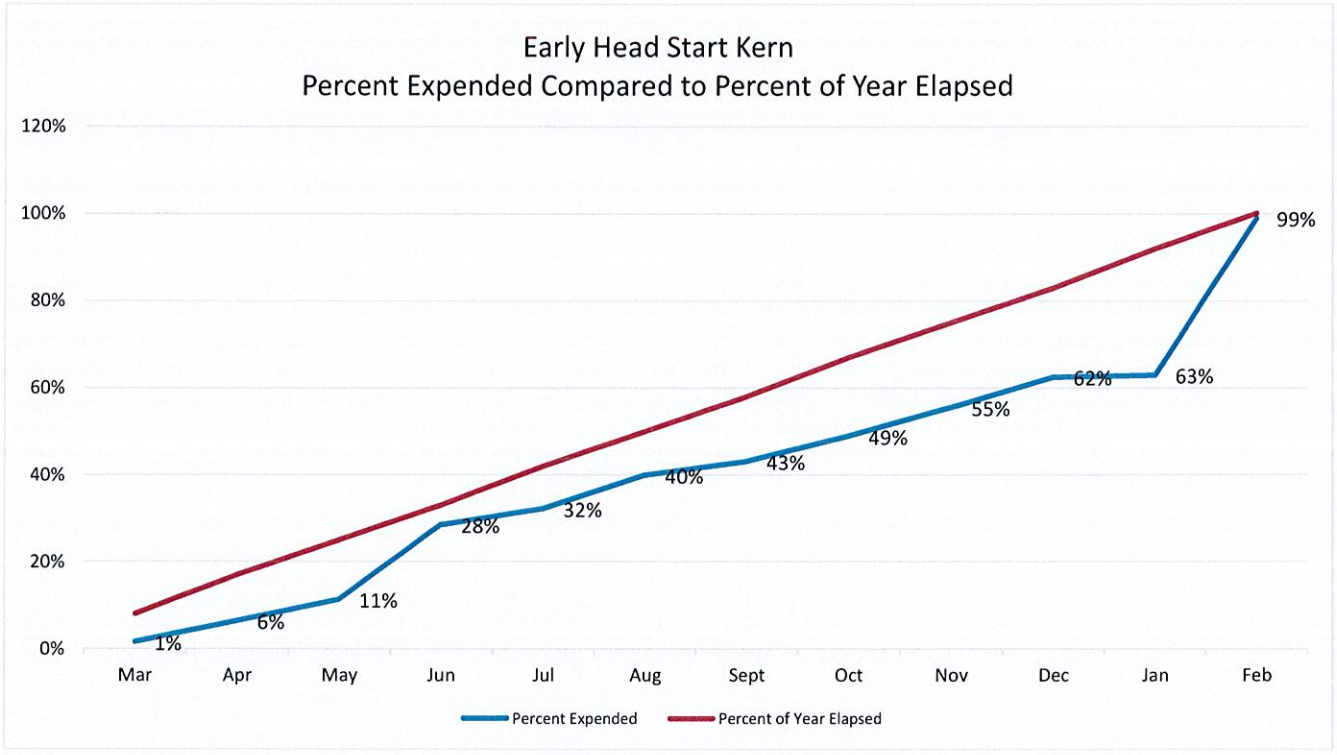
Carryover
Expenditures are at 100% of the budget.

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 04/09/2019

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	2,004,602	1,852,302	152,300	92%	8%
FRINGE BENEFITS	655,042	571,020	84,022	87%	13%
EQUIPMENT	247,240	251,928	(4,688)	102%	-2%
SUPPLIES	263,896	495,639	(231,743)	188%	-88%
CONTRACTUAL	22,328	17,137	5,191	77%	23%
OTHER	535,893	525,875	10,018	98%	2%
INDIRECT	364,220	331,646	32,574	91%	9%
TOTAL BASE FUNDING	**4,093,221**	**4,045,546**	**47,675**	**99%**	**1%**
TRAINING & TECHNICAL ASSISTANCE					
TRAVEL	35,330	10,768	24,562	30%	70%
SUPPLIES	4,020	10,933	(6,913)	272%	-172%
CONTRACTUAL	3,656	3,347	309	92%	8%
OTHER	45,179	62,634	(17,455)	139%	-39%
INDIRECT	8,819	7,269	1,550	82%	18%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**97,004**	**94,951**	**2,053**	**98%**	**2%**
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**	**4,197,497**	**49,728**	**99%**	**1%**

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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Jun
Jul
Aug
Sept
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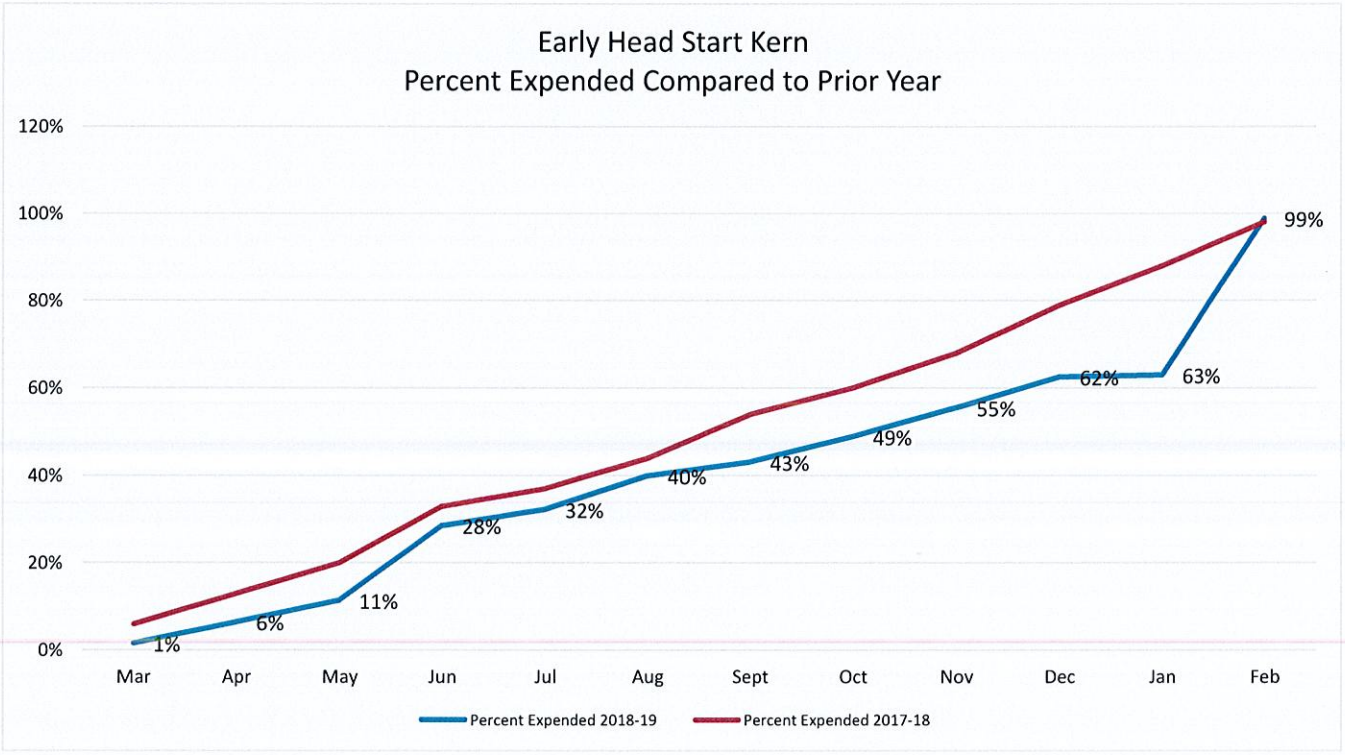
28%
32%
40%
43%
49%
55%
62%
63%
99%
Percent Expended
Percent of Year Elapsed


Early Head Start Kern
Percent Expended Compared to Prior Year
120%
100%
80%
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40%
43%
49%
55%
62%
63%
99%
Percent Expended 2018-19
Percent Expended 2017-18

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 March 31, 2019 – Info Item

Date: April 23, 2019

Pending the award of a new five-year grant resulting from the Designated Renewal System, the Office of Head Start has awarded Kern Head Start a four-month extension of its current award. The Budget to Actual Report for this grant reflects the prorated award.

The following are highlights of the Kern Head Start Budget to Actual Report for the period March 1, 2019 through March 31, 2019. One month (25%) of the four-month budget period has elapsed.

Base Funds
Overall expenditures are at 19% of the budget, which is on trend with expenditures for the first quarter of last year.

Training & Technical Assistance Funds
Overall expenditures are at 22% of the budget. Staff have identified all training costs for the four-month budget period, which will fully exhaust these funds

Non-Federal Share (Head Start and Early Head Start Combined)
Non-Federal share is at 42% of the budget.

Community Action Partnership of Kern
Head Start - Kern
Budget to Actual Report
Budget Period: March 1, 2019 - June 30, 2019
Report Period: March 1, 2019 - March 31, 2019
Month 1 of 4 (25%)

Prepared 04/10/2019

	HEAD START				
BASE FUNDS	**BUDGET**	**ACTUAL**	**REMAINING**	**% SPENT**	**% REMAINING**
PERSONNEL	3,699,990	762,614	2,937,376	21%	79%
FRINGE BENEFITS	1,224,686	282,252	942,434	23%	77%
TRAVEL	1,667	0	1,667	0%	100%
SUPPLIES	336,101	32,373	303,728	10%	90%
CONTRACTUAL	32,134	2,716	29,418	8%	92%
OTHER	1,128,654	166,513	962,141	15%	85%
INDIRECT	620,467	118,553	501,914	19%	81%
TOTAL BASE FUNDING	**7,043,699**	**1,365,022**	**5,678,677**	**19%**	**81%**
TRAINING & TECHNICAL ASSISTANCE					
TRAVEL	15,315	3,726	11,589	24%	76%
SUPPLIES	6,947	3,682	3,265	53%	47%
CONTRACTUAL	2,981	0	2,981	0%	100%
OTHER	50,262	9,471	40,791	19%	81%
INDIRECT	7,551	1,688	5,863	22%	78%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**83,056**	**18,566**	**64,490**	**22%**	**78%**
GRAND TOTAL HS FEDERAL FUNDS	**7,126,755**	**1,383,588**	**5,743,167**	**19%**	**81%**

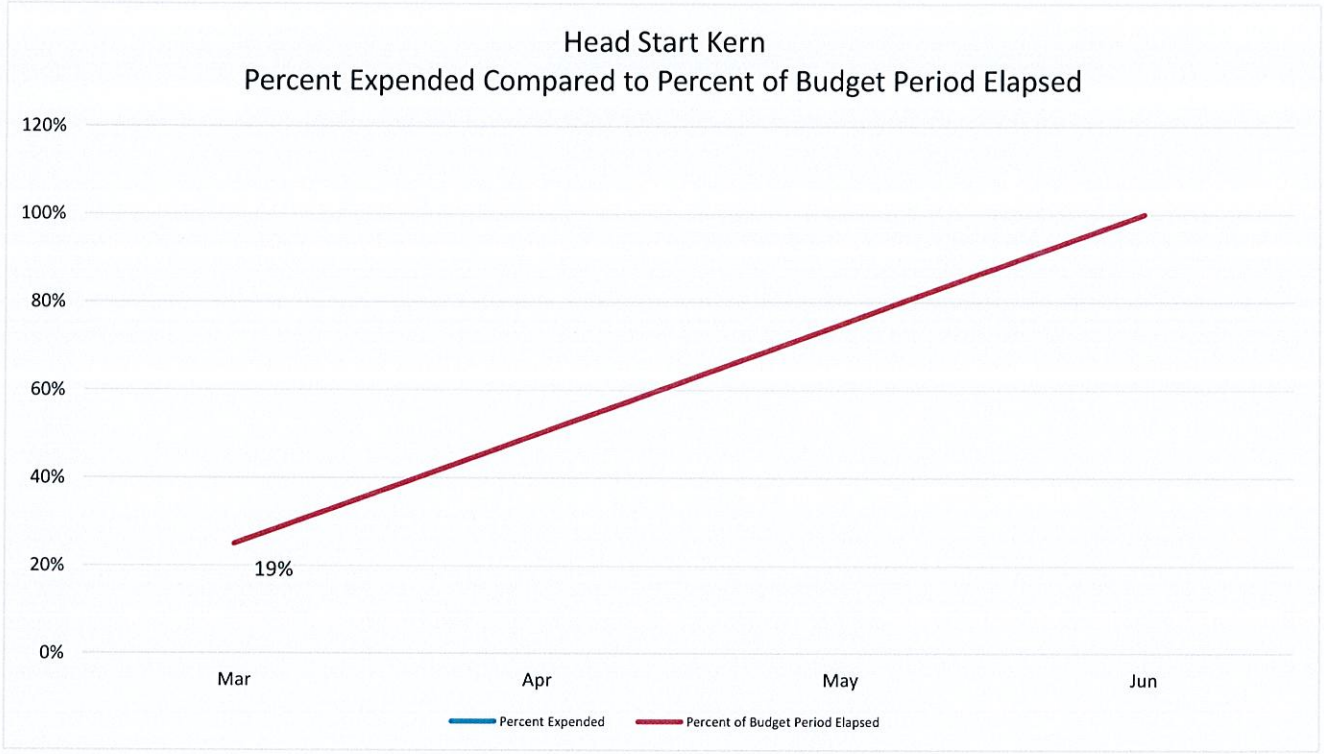
HEAD START and EARLY HEAD START KERN NON-FEDERAL SHARE

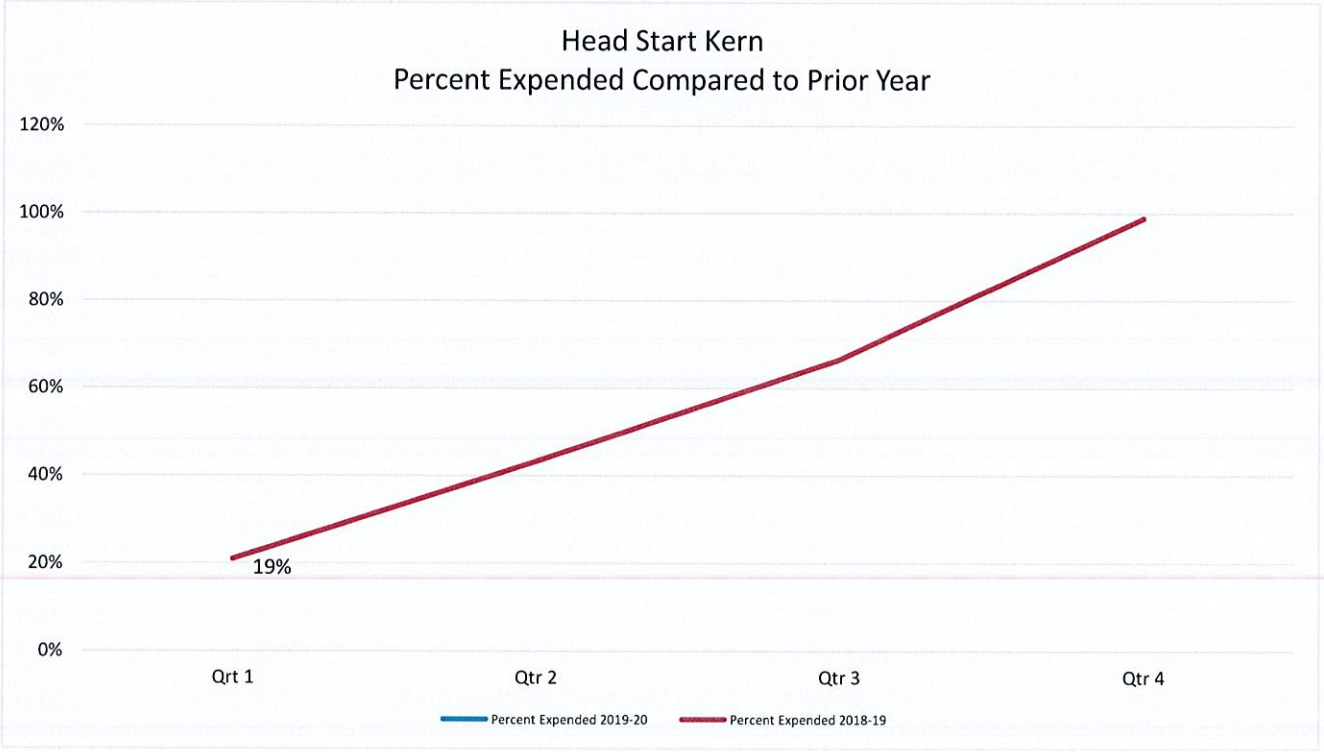
SOURCE	**BUDGET**	**ACTUAL**	**REMAINING**	**% SPENT**	**% REMAINING**
IN-KIND	660,015	373,364	286,651	57%	43%
CALIF DEPT OF ED	1,476,898	527,433	949,465	36%	64%
TOTAL NON-FEDERAL	**2,136,913**	**900,797**	**1,236,116**	**42%**	**58%**

Budget reflects Notice of Award **#09CH9142-06-01** (adjusted for Child Care Food Subsidy).
*Award is prorated for **four months (03/01/2019 - 06/30/2019)** pending outcome of the Designated Renewal System.*
Actual expenditures include posted expenditures and estimated adjustments through 03/31/2019.
Administrative Cost for HS and EHS Kern **7.0%**

Agency-Wide Credit Card Report

	CURRENT	**1 TO 30**	**31 TO 60**	**61 TO 90**	**TOTAL**	**STATEMENT DATE**
Bank of America	32,249				**32,249**	3/21/2019
Lowe's	10,311				**10,311**	3/25/2019
Smart & Final	239				**239**	3/31/2019
Save Mart	3,170	202			**3,372**	3/31/2019
Chevron & Texaco Business Card	2,036				**2,036**	4/6/2019
Home Depot	7,123	22			**7,145**	4/5/2019
	55,128	**224**	**0**	**0**	**55,352**	


Head Start Kern
Percent Expended Compared to Percent of Budget Period Elapsed
120%
100%
80%
60%
40%
20%
0%
19%
Mar
Apr
May
Jun
Percent Expended
Percent of Budget Period Elapsed


Head Start Kern
Percent Expended Compared to Prior Year
120%
100%
80%
60%
40%
20%
0%
19%
Qrt 1
Qtr 2
Qtr 3
Qtr 4
Percent Expended 2019-20
Percent Expended 2018-19

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 March 31, 2019 – Info Item

Date: April 23, 2019

Pending the award of a new five-year grant resulting from the Designated Renewal System, the Office of Head Start has awarded Kern Early Head Start a four-month extension of its current award. The Budget to Actual Report for this grant reflects the prorated award.

The following are highlights of the Kern Early Head Start Budget to Actual Report for the period March 1, 2019 through March 31, 2019. One month (25%) of the four-month budget period has elapsed.

Base Funds
Overall expenditures are at 13% of the budget, which is on trend with expenditures for the first quarter of last year.

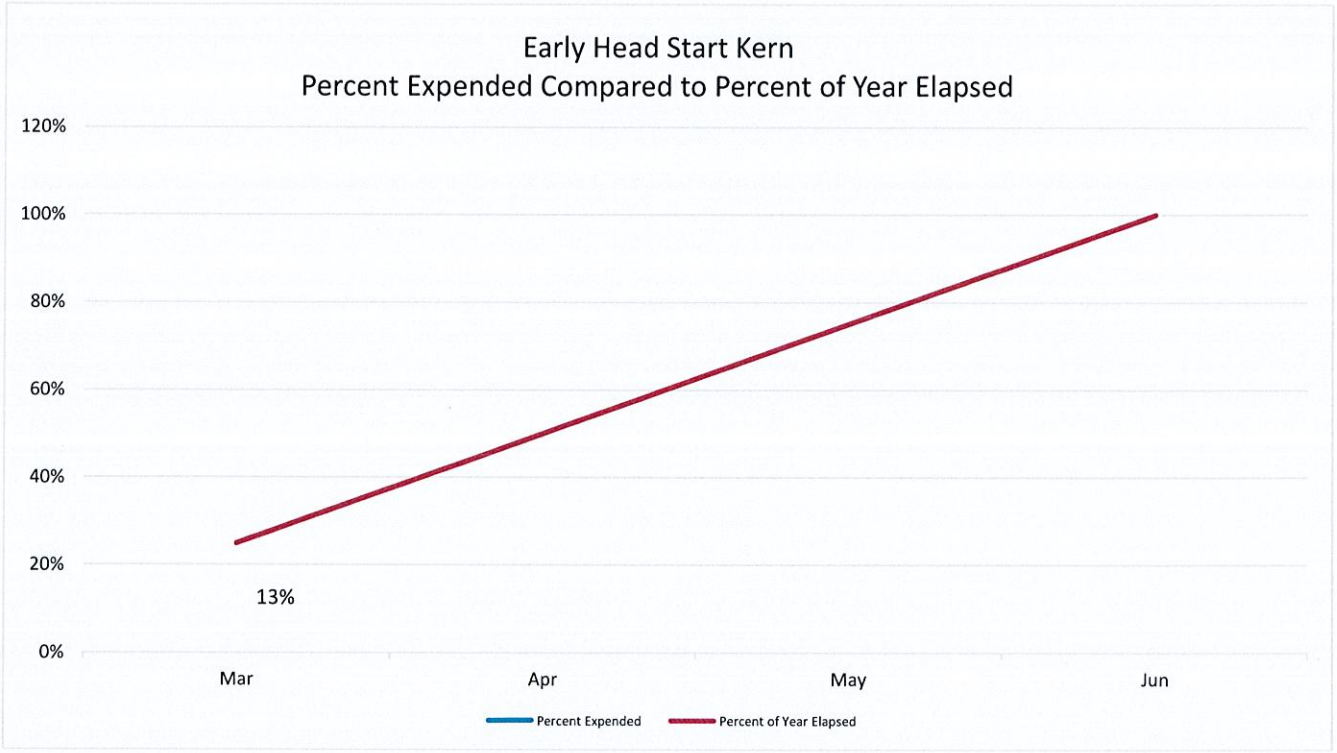
Training & Technical Assistance Funds
Overall expenditures are at 46% of the budget. Staff have identified all training costs for the four-month budget period, which will fully exhaust these funds.

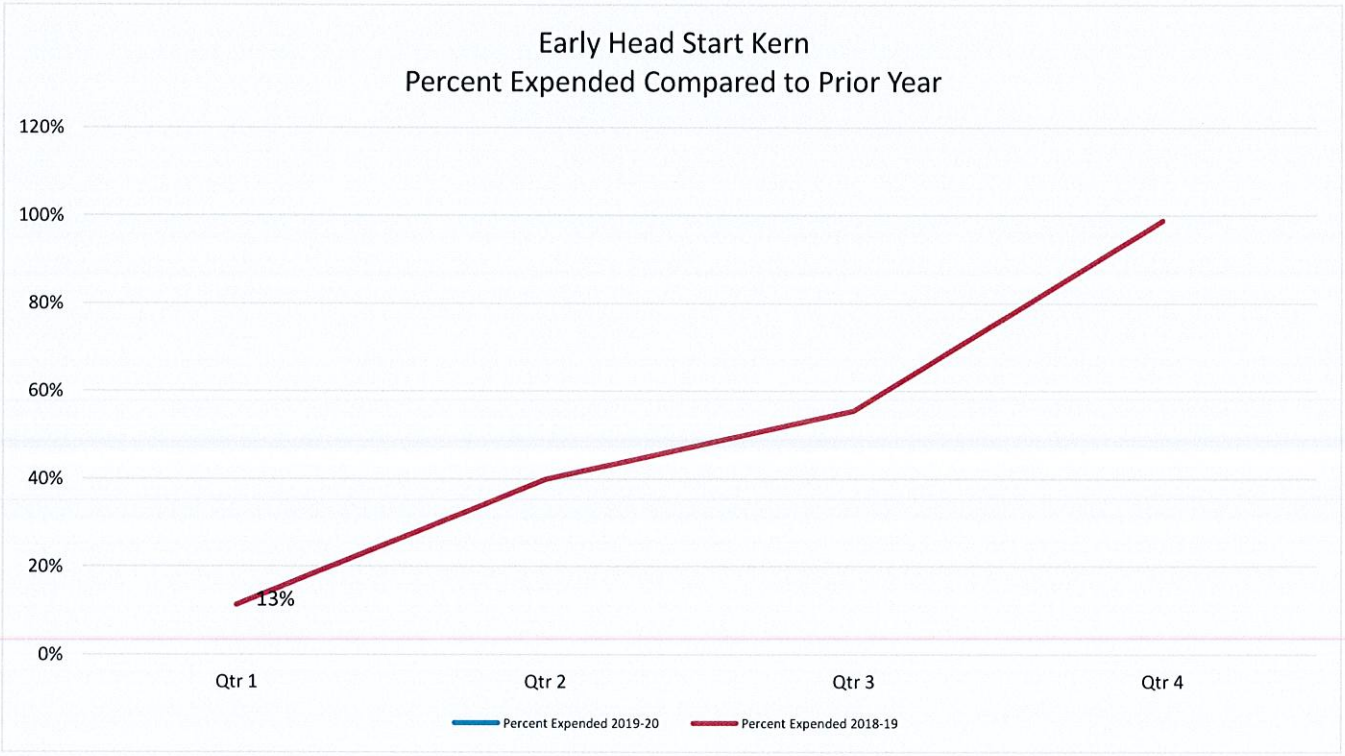
Community Action Partnership of Kern
Early Head Start - Kern
Budget to Actual Report
Budget Period: March 1, 2019 - June 30, 2019
Report Period: March 1, 2019 - March 31, 2019
Month 1 of 4 (25%)

Prepared 04/10/2019

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	772,672	99,686	672,986	13%	87%
FRINGE BENEFITS	251,829	39,739	212,090	16%	84%
SUPPLIES	92,157	6,396	85,761	7%	93%
CONTRACTUAL	5,809	442	5,367	8%	92%
OTHER	141,572	16,382	125,190	12%	88%
INDIRECT	124,518	15,804	108,714	13%	87%
TOTAL BASE FUNDING	**1,388,557**	**178,450**	**1,210,107**	**13%**	**87%**
TRAINING & TECHNICAL ASSISTANCE					
TRAVEL	11,777	607	11,171	5%	95%
SUPPLIES	1,340	599	741	45%	55%
CONTRACTUAL	1,219	0	1,219	0%	100%
OTHER	15,059	12,301	2,758	82%	18%
INDIRECT	2,940	1,351	1,589	46%	54%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**32,335**	**14,857**	**17,478**	**46%**	**54%**
GRAND TOTAL EHS FEDERAL FUNDS	**1,420,892**	**193,307**	**1,227,585**	**14%**	**86%**

Budget reflects Notice of Award **#09CH9142-06-01** (adjusted for Child Care Food Subsidy).
*Award is prorated for **four months (03/01/2019 - 06/30/2019)** pending outcome of the Designated Renewal System.*
Actual expenditures include posted expenditures and estimated adjustments through 03/31/2019.


Early Head Start Kern
Percent Expended Compared to Percent of Year Elapsed
120%
100%
80%
60%
40%
20%
0%
13%
Mar
Apr
May
Jun
Percent Expended
Percent of Year Elapsed


Early Head Start Kern
Percent Expended Compared to Prior Year
120%
100%
80%
60%
40%
20%
0%
13%
Qtr 1
Qtr 2
Qtr 3
Qtr 4
Percent Expended 2019-20
Percent Expended 2018-19

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 March 31, 2019 – Info Item

Date: April 23, 2019

The following are highlights of the San Joaquin Early Head Start Budget to Actual Report for the period February 1, 2019 through March 31, 2019. Two months (17%) of the 12-month budget period has elapsed.

Base Funds
Overall expenditures are at 15% of the budget.

Training & Technical Assistance Funds
Overall expenditures are at 15% of the budget.

Non-Federal Share
Non-Federal share is at 9% of the budget. Documentation for most of March could not be tabulated in time to be included in this report. However, if Non-Federal Share realized for March is in the same amount as for February, the total amount will be at 16% of budget.

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 - March 31, 2019
Month 2 of 12 (17%)

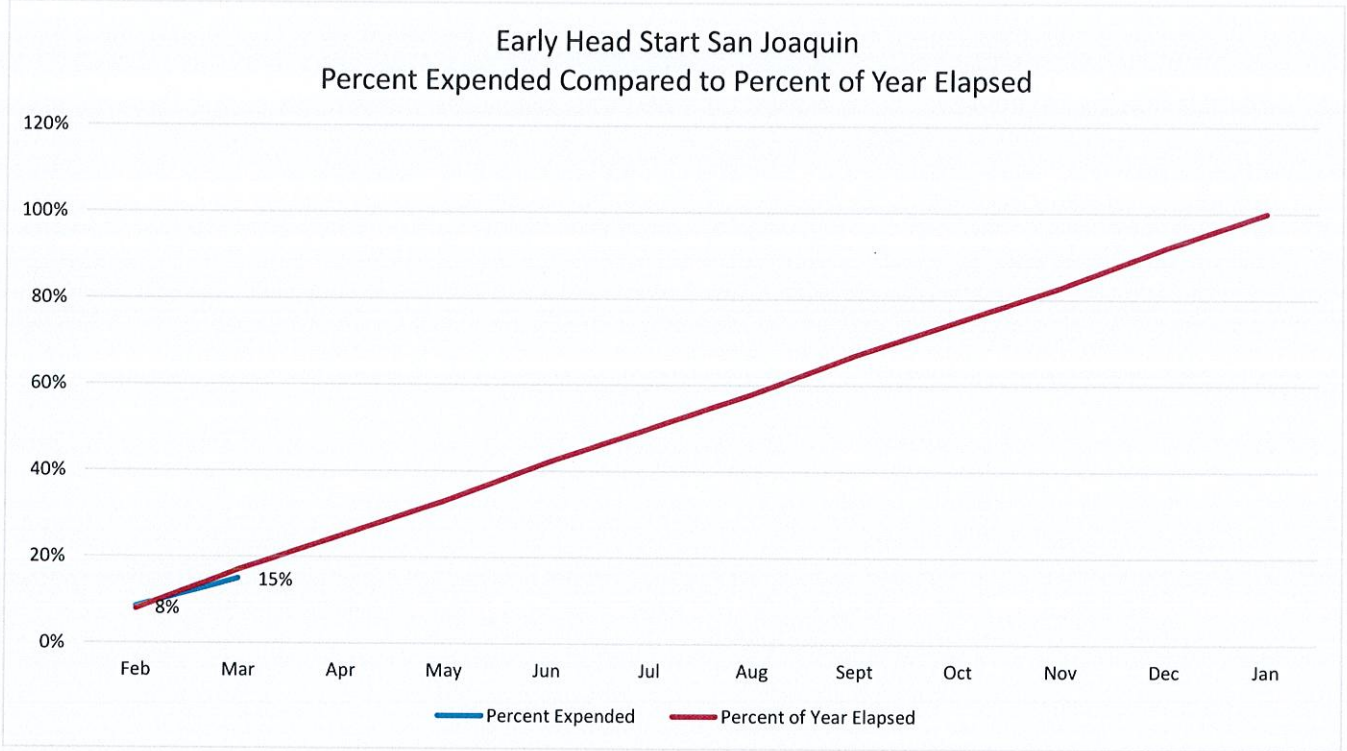
Prepared 04/10/2019

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	3,114,932	477,880	2,637,052	15%	85%
FRINGE BENEFITS	923,567	156,667	766,900	17%	83%
TRAVEL	20,232	0	20,232	0%	100%
SUPPLIES	140,925	14,415	126,510	10%	90%
CONTRACTUAL	12,078	705	11,373	6%	94%
OTHER	600,638	68,783	531,855	11%	89%
INDIRECT	456,781	67,864	388,917	15%	85%
TOTAL	**5,269,153**	**786,314**	**4,482,839**	**15%**	**85%**
TRAINING & TECHNICAL ASSISTANCE FUNDS					
PERSONNEL	39,312	6,801	32,511	17%	83%
FRINGE BENEFITS	11,534	3,579	7,955	31%	69%
TRAVEL	15,673	995	14,678	6%	94%
SUPPLIES	7,900	0	7,900	0%	100%
CONTRACTUAL	3,500	0	3,500	0%	100%
OTHER	30,423	4,742	25,681	16%	84%
INDIRECT	10,833	1,612	9,221	15%	85%
TOTAL	**119,175**	**17,729**	**101,446**	**15%**	**85%**
GRAND TOTAL EHS FEDERAL FUNDS	**5,388,328**	**804,043**	**4,584,285**	**15%**	**85%**

NON-FEDERAL SHARE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	1,324,172	116,725	1,207,447	9%	91%
TOTAL NON-FEDERAL FUNDS	**1,324,172**	**116,725**	**1,207,447**	**9%**	**91%**

Centralized Administrative Cost	7.5%
Program Administrative Cost	2.6%
Total Administrative Cost	**10.2%**

Budget reflects Notice of Award #09CH010071-05-01
Actual expenditures include posted expenditures and estimated adjustments through 03/31/2019


Early Head Start San Joaquin
Percent Expended Compared to Percent of Year Elapsed
120%
100%
80%
60%
40%
20%
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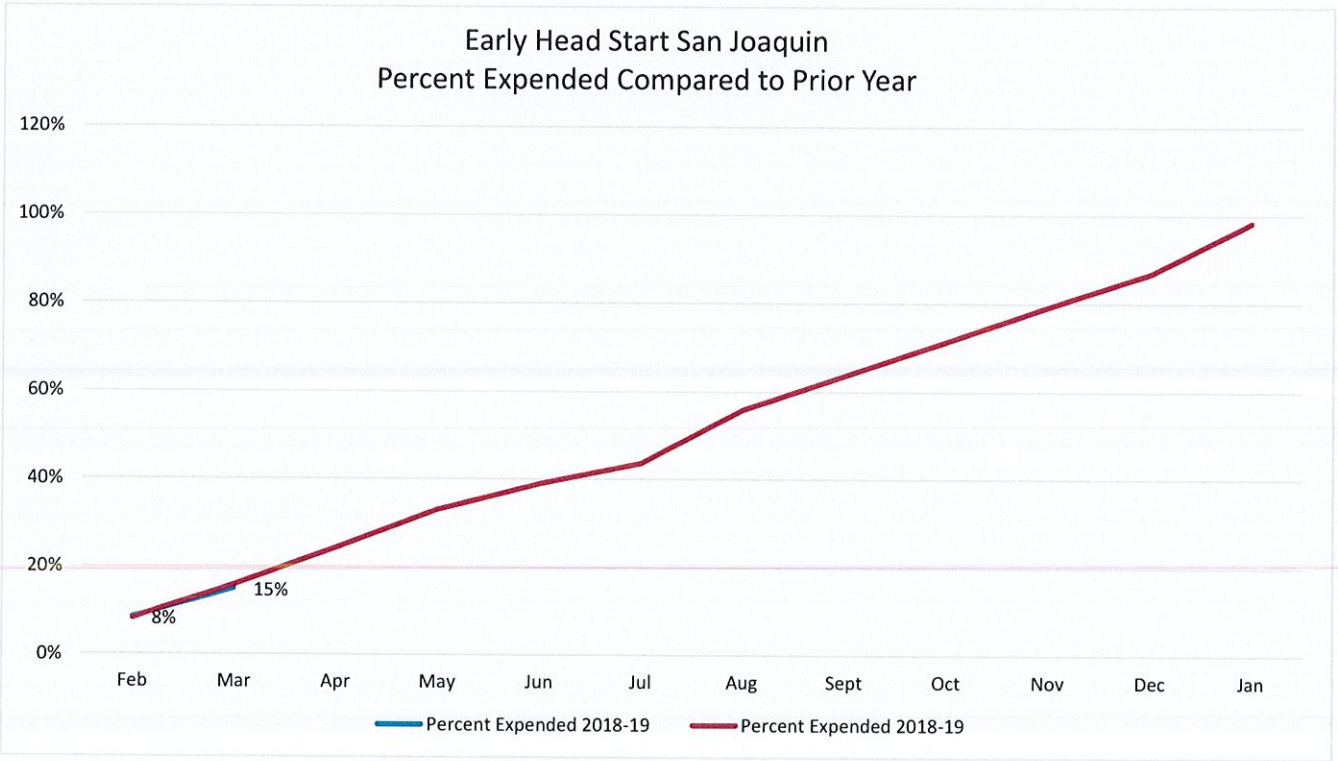
Percent Expended
Percent of Year Elapsed


Early Head Start San Joaquin
Percent Expended Compared to Prior Year
120%
100%
80%
60%
40%
20%
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15%
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Jan
Percent Expended 2018-19
Percent Expended 2018-19

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 March 31, 2019 – Info Item

Date: April 23, 2019

The following are highlights of the Early Head Start Child Care Partnerships Budget to Actual Report for the period September 1, 2018 through March 31, 2019. Seven months (58%) of the 12-month budget period has elapsed.

Base Funds
Overall expenditures are at 53% of the budget. Expenses in the Personnel, Fringe and Other categories appear lower or higher than expected 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 53% of the budget.

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

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

Budget Period: September 1, 2018 - August 31, 2019
Report Period: September 1, 2018 - March 31, 2019
Month 7 of 12 (58%)

Prepared 04/09/2019

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	130,082	56,717	73,365	44%	56%
FRINGE BENEFITS	33,248	23,756	9,492	71%	29%
SUPPLIES	1,750	1,332	418	76%	24%
CONTRACTUAL	462,028	249,906	212,122	54%	46%
OTHER	17,395	6,999	10,396	40%	60%
INDIRECT	64,398	33,716	30,682	52%	48%
TOTAL BASE	**708,901**	**372,427**	**336,474**	**53%**	**47%**

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	6,291	182	97%	3%
INDIRECT	1,527	808	719	53%	47%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**16,800**	**8,885**	**7,915**	**53%**	**47%**

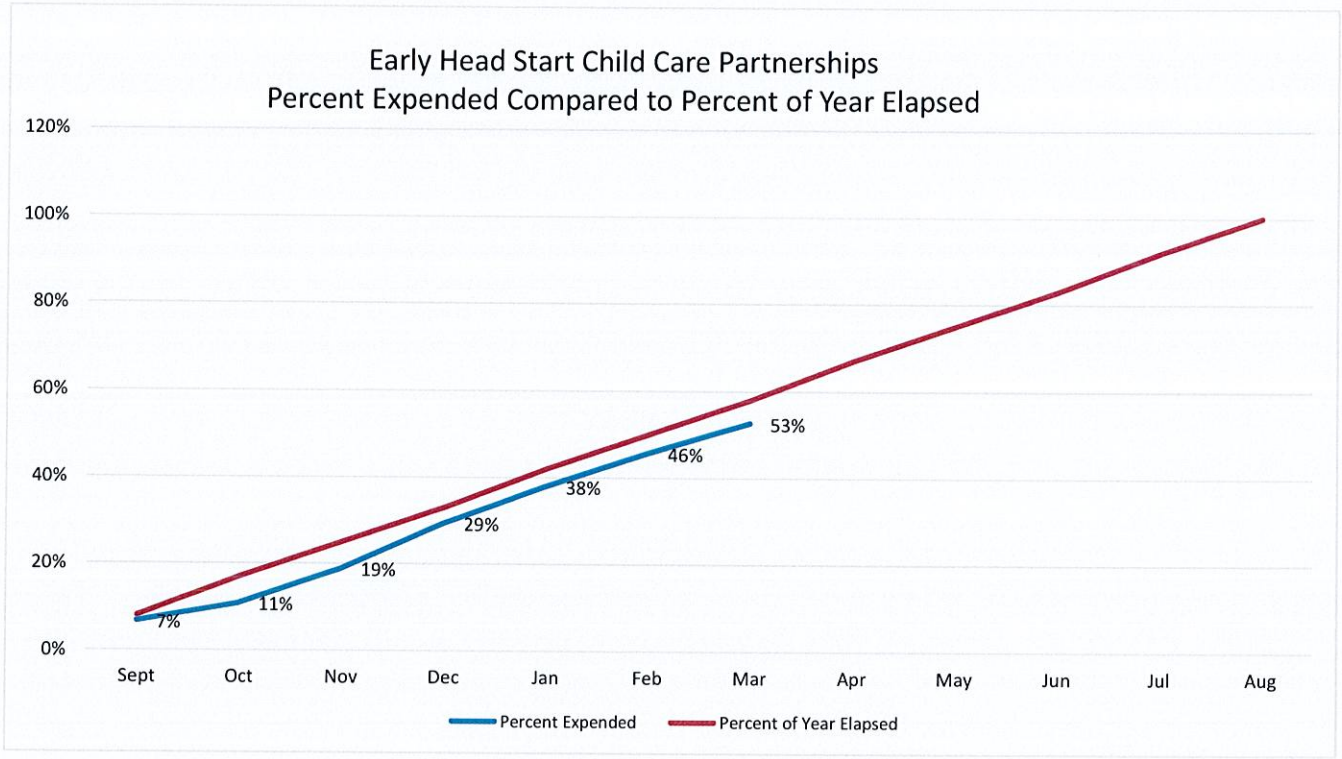
GRAND TOTAL FEDERAL FUNDS	**725,701**	**381,312**	**344,389**	**53%**	**47%**

NON-FEDERAL SHARE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	181,425	196,082	(14,657)	108%	-8%
TOTAL NON-FEDERAL FUNDS	**181,425**	**196,082**	**(14,657)**	**108%**	**-8%**

Centralized Administrative Cost	6.0%
Program Administrative Cost	1.2%
Total Administrative Cost	**7.2%**

Budget reflects Notice of Award #09HP0036-04-00.

Actual expenditures include posted expenditures and estimated adjustments through 03/31/2019.


Early Head Start Child Care Partnerships
Percent Expended Compared to Percent of Year Elapsed
120%
100%
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60%
40%
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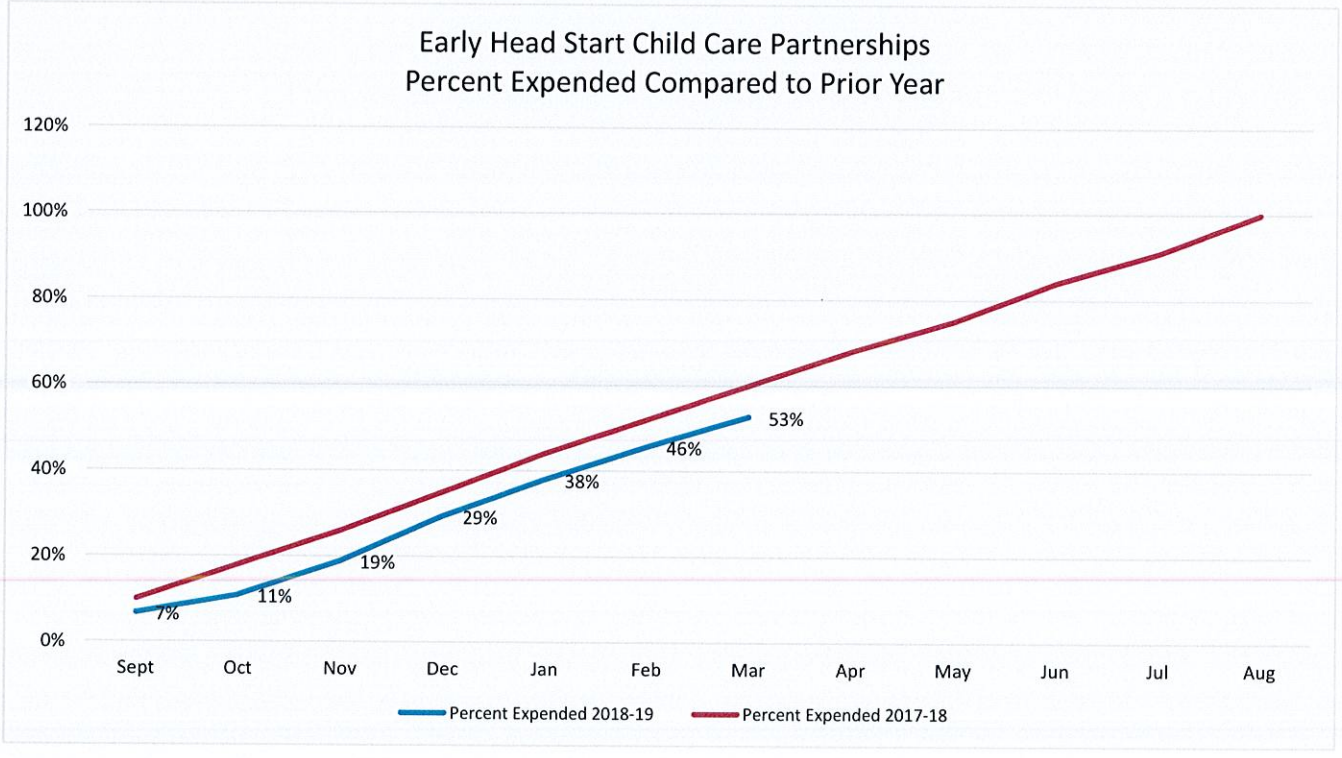
19%
29%
38%
46%
53%
Percent Expended
Percent of Year Elapsed


Early Head Start Child Care Partnerships
Percent Expended Compared to Prior Year
120%
100%
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60%
40%
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May
Jun
Jul
Aug
7%
11%
19%
29%
38%
46%
53%
Percent Expended 2018-19
Percent Expended 2017-18

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT LOCAL TRAVEL & CHILD CARE
2019-2020

KERN HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2019	$ 3,229.00	$ 248.12	$ 248.12	$ 2,980.88	25%	8%
APRIL 2019	$ 2,980.88		$ 248.12	$ 2,980.88	50%	
MAY 2019	$ 2,980.88		$ 248.12	$ 2,980.88	75%	
JUNE 2019	$ 2,980.88		$ 248.12	$ 2,980.88	100%	
JULY 2019						
AUGUST 2019						
SEPTEMBER 2019						
OCTOBER 2019						
NOVEMBER 2019						
DECEMBER 2019						
JANUARY 2020						
FEBRUARY 2020						

KERN EARLY HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2019	$ 421.00	$ 40.38	$ 40.38	$ 380.62	25%	10%
APRIL 2019	$ 380.62		$ 40.38	$ 380.62	50%	
MAY 2019	$ 380.62		$ 40.38	$ 380.62	75%	
JUNE 2019	$ 380.62		$ 40.38	$ 380.62	100%	
JULY 2019						
AUGUST 2019						
SEPTEMBER 2019						
OCTOBER 2019						
NOVEMBER 2019						
DECEMBER 2019						
JANUARY 2020						
FEBRUARY 2020						

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT LOCAL TRAVEL & CHILD CARE
2019-2020

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	$ 13.34	$ 13.34	$ 261.66	17%	5%
APRIL 2019	$ 261.66		$ 13.34	$ 261.66	25%	
MAY 2019	$ 261.66		$ 13.34	$ 261.66	33%	
JUNE 2019	$ 261.66		$ 13.34	$ 261.66	42%	
JULY 2019	$ 261.66		$ 13.34	$ 261.66	50%	
AUGUST 2019	$ 261.66		$ 13.34	$ 261.66	58%	
SEPTEMBER 2019	$ 261.66		$ 13.34	$ 261.66	67%	
OCTOBER 2019	$ 261.66		$ 13.34	$ 261.66	75%	
NOVEMBER 2019	$ 261.66		$ 13.34	$ 261.66	83%	
DECEMBER 2019	$ 261.66		$ 13.34	$ 261.66	92%	
JANUARY 2020	$ 261.66		$ 13.34	$ 261.66	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
April 12, 2019

COMMUNITY ACTION PARTNERSHIP OF KERN
VIAJES LOCALES DE LOS PADRES y CUIDADO DE NINOS
2019-2020

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 2019	$ 3,229.00	$ 248.12	$ 248.12	$ 2,980.88	25%	8%
ABRIL DEL 2019	$ 2,980.88	$ -	$ 248.12	$ 2,980.88	50%	
MAYO DEL 2019	$ 2,980.88	$ -	$ 248.12	$ 2,980.88	75%	
JUNIO DEL 2019	$ 2,980.88	$ -	$ 248.12	$ 2,980.88	100%	

KERN EARLY HEAD START

MES	BALANCE INICIAL	LO QUE SE GASTO ESTE MES	LO QUE SE HA GASTADO HASTA ESTE ANO	SALDO RESTANTE	PORCEN-TAJE DEL ANO TRANSCUR-RIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
MARZO DEL 2019	$ 421.00	$ 40.38	$ 40.38	$ 380.62	25%	10%
ABRIL DEL 2019	$ 380.62	$ -	$ 40.38	$ 380.62	50%	
MAYO DEL 2019	$ 380.62	$ -	$ 40.38	$ 380.62	75%	
JUNIO DEL 2019	$ 380.62	$ -	$ 40.38	$ 380.62	100%	
JULIO DEL 2019						
AGOSTO DEL 2019						
SEPTIEMBRE DEL 2018						
OCTUBRE DEL 2019						
NOVIEMBRE DEL 2019						
DICIEMBRE DEL 2019						
ENERO DEL 2020						
FEBRERO DEL 2020						

COMMUNITY ACTION PARTNERSHIP OF KERN
VIAJES LOCALES DE LOS PADRES y CUIDADO DE NINOS
2019-2020

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	$ 13.34	$ 13.34	$ 261.66	17%	5%
ABRIL DEL 2019	$ 261.66	$ -	$ -	$ 261.66	25%	
MAYO DEL 2019	$ 261.66	$ -	$ -	$ 261.66	33%	
JUNIO DEL 2019	$ 261.66	$ -	$ -	$ 261.66	42%	
JULIO DEL 2019	$ 261.66	$ -	$ -	$ 261.66	50%	
AGOSTO DEL 2019	$ 261.66	$ -	$ -	$ 261.66	58%	
SEPTIEMBRE DEL 2019	$ 261.66	$ -	$ -	$ 261.66	67%	
OCTUBRE DEL 2019	$ 261.66	$ -	$ -	$ 261.66	75%	
NOVIEMBRE DEL 2019	$ 261.66	$ -	$ -	$ 261.66	83%	
DICIEMBRE DEL 2019	$ 261.66	$ -	$ -	$ 261.66	92%	
ENERO DEL 2020	$ 261.66	$ -	$ -	$ 261.66	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%	0%
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
12 de abril 2019

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT ACTIVITIES
2019-2020

KERN HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2019	$ 8,371.00	$ 345.75	$ 345.75	$ 8,025.25	25%	4%
APRIL 2019	$ 8,025.25		$ 345.75	$ 8,025.25	50%	
MAY 2019	$ 8,025.25		$ 345.75	$ 8,025.25	75%	
JUNE 2019	$ 8,025.25		$ 345.75	$ 8,025.25	100%	
JULY 2019						
AUGUST 2019						
SEPTEMBER 2019						
OCTOBER 2019						
NOVEMBER 2019						
DECEMBER 2019						
JANUARY 2020						
FEBRUARY 2020						

KERN EARLY HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2019	$ 1,363.00	$ 56.29	$ 56.29	$ 1,306.71	25%	4%
APRIL 2019	$ 1,306.71		$ 56.29	$ 1,306.71	50%	
MAY 2019	$ 1,306.71		$ 56.29	$ 1,306.71	75%	
JUNE 2019	$ 1,306.71		$ 56.29	$ 1,306.71	100%	
JULY 2019						
AUGUST 2019						
SEPTEMBER 2019						
OCTOBER 2019						
NOVEMBER 2019						
DECEMBER 2019						
JANUARY 2020						
FEBRUARY 2020						

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT ACTIVITIES
2019-2020

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	$ 20.89	$ 30.20	$ 3,319.80	17%	1%
APRIL 2019	$ 3,319.80		$ 30.20	$ 3,319.80	25%	
MAY 2019	$ 3,319.80		$ 30.20	$ 3,319.80	33%	
JUNE 2019	$ 3,319.80		$ 30.20	$ 3,319.80	42%	
JULY 2019	$ 3,319.80		$ 30.20	$ 3,319.80	50%	
AUGUST 2019	$ 3,319.80		$ 30.20	$ 3,319.80	58%	
SEPTEMBER 2019	$ 3,319.80		$ 30.20	$ 3,319.80	67%	
OCTOBER 2019	$ 3,319.80		$ 30.20	$ 3,319.80	75%	
NOVEMBER 2019	$ 3,319.80		$ 30.20	$ 3,319.80	83%	
DECEMBER 2019	$ 3,319.80		$ 30.20	$ 3,319.80	92%	
JANUARY 2020	$ 3,319.80		$ 30.20	$ 3,319.80	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	$ 17.92	$ 165.56	$ 394.44	58%	30%
APRIL 2019	$ 394.44		$ 165.56	$ 394.44	67%	
MAY 2019	$ 394.44		$ 165.56	$ 394.44	75%	
JUNE 2019	$ 394.44		$ 165.56	$ 394.44	83%	
JULY 2019	$ 394.44		$ 165.56	$ 394.44	92%	
AUGUST 2019	$ 394.44		$ 165.56	$ 394.44	100%	

Prepared by Donna Holland
April 12, 2019

COMMUNITY ACTION PARTNERSHIP OF KERN
ACTIVIDADES DE LOS PADRES
2019-2020

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 TRANSCURRIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
MARZO DEL 2019	$ 8,731.00	$ 345.75	$ 345.75	$ 8,385.25	25%	4%
ABRIL DEL 2019	$ 8,385.25	$ -	$ 345.75	$ 8,385.25	50%	
MAYO DEL 2019	$ 8,385.25	$ -	$ 345.75	$ 8,385.25	75%	
JUNIO DEL 2019	$ 8,385.25	$ -	$ 345.75	$ 8,385.25	100%	
JULIO DEL 2019						
AGOSTO DEL 2019						
SEPTIEMBRE DEL 2018						
OCTUBRE DEL 2019						
NOVIEMBRE DEL 2019						
DICIEMBRE DEL 2019						
ENERO DEL 2020						
FEBRERO DEL 2020						

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 TRANSCURRIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
MARZO DEL 2019	$ 1,363.00	$ 56.29	$ 56.29	$ 1,306.71	8%	4%
ABRIL DEL 2019	$ 1,306.71	$ -	$ 56.29	$ 1,306.71	17%	
MAYO DEL 2019	$ 1,306.71	$ -	$ 56.29	$ 1,306.71	25%	
JUNIO DEL 2019	$ 1,306.71	$ -	$ 56.29	$ 1,306.71	33%	

COMMUNITY ACTION PARTNERSHIP OF KERN
ACTIVIDADES DE LOS PADRES
2019-2020

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	$ 20.89	$ 30.20	$ 3,319.80	17%	1%
ABRIL DEL 2019	$ 3,319.80	$ -	$ 30.20	$ 3,319.80	25%	
MAYO DEL 2019	$ 3,319.80	$ -	$ 30.20	$ 3,319.80	33%	
JUNIO DEL 2019	$ 3,319.80	$ -	$ 30.20	$ 3,319.80	42%	
JULIO DEL 2019	$ 3,319.80	$ -	$ 30.20	$ 3,319.80	50%	
AGOSTO DEL 2019	$ 3,319.80	$ -	$ 30.20	$ 3,319.80	58%	
SEPTIEMBRE DEL 2019	$ 3,319.80	$ -	$ 30.20	$ 3,319.80	67%	
OCTUBRE DEL 2019	$ 3,319.80	$ -	$ 30.20	$ 3,319.80	75%	
NOVIEMBRE DEL 2019	$ 3,319.80	$ -	$ 30.20	$ 3,319.80	83%	
DICIEMBRE DEL 2019	$ 3,319.80	$ -	$ 30.20	$ 3,319.80	92%	
ENERO DEL 2020	$ 3,319.80	$ -	$ 30.20	$ 3,319.80	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	$ 17.92	$ 165.56	$ 394.44	58%	30%
ABRIL DEL 2019	$ 394.44	$ -	$ 165.56	$ 394.44	67%	
MAYO DEL 2019	$ 394.44	$ -	$ 165.56	$ 394.44	75%	
JUNIO DEL 2019	$ 394.44	$ -	$ 165.56	$ 394.44	83%	
JULIO DEL 2019	$ 394.44	$ -	$ 165.56	$ 394.44	92%	
AGOSTO DEL 2019	$ 394.44	$ -	$ 165.56	$ 394.44	100%	

Preparado por Donna Holland
12 de abril 2019

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, 2019 through February 28, 2020
Report for period ending March 31, 2019 (Month 1 of 12)

Percent of year elapsed: 8%

LOCATION	FUNDED ENROLL-MENT	March	YTD Totals	IN-KIND GOAL	% OF GOAL MET
Alberta Dillard	68	29,528	29,528	55,491	53%
Alicante	34	2,980	2,980	27,745	11%
Broadway	44	125	125	35,906	0%
California City	34	6,396	6,396	27,745	23%
Casa Loma	34	5,163	5,163	27,745	19%
Cleo Foran	34	103	103	27,745	0%
Delano	76	23,876	23,876	62,019	38%
East California	70	10,827	10,827	57,123	19%
Fairfax	40	9,957	9,957	32,642	31%
Fairview	34	4,638	4,638	27,745	17%
Faith	34	6,020	6,020	27,745	22%
Franklin	24	5,809	5,809	19,585	30%
Harvey L. Hall	138	16,423	16,423	112,614	15%
Heritage	34	9,410	9,410	27,745	34%
Home Base	229	261	261	93,437	0%
Lamont	34	44	44	27,745	0%
Lost Hills	20	3,798	3,798	16,321	23%
Martha J. Morgan	83	20,372	20,372	67,732	30%
McFarland	20	3,637	3,637	16,321	22%
Mojave	34	0	0	27,745	0%
Noble	34	3,219	3,219	27,745	12%
Oasis	57	97	97	46,515	0%
Oildale	34	6,710	6,710	27,745	24%
Pacific	62	13,136	13,136	50,595	26%
Pete H. Parra	112	0	0	91,397	0%
Pioneer	34	75	75	27,745	0%
Planz	34	12,254	12,254	27,745	44%
Primeros Pasos	76	15,767	15,767	62,019	25%
Rafer Johnson	34	2,151	2,151	27,745	8%
Roosevelt	34	83	83	27,745	0%
Rosamond	100	18,817	18,817	81,604	23%
San Diego Street	48	5,597	5,597	39,170	14%
Seibert	34	2,692	2,692	27,745	10%
Shafter	34	9,110	9,110	27,745	33%
Shafter HS/EHS	36	2,171	2,171	29,378	7%
Sterling	122	12,226	12,226	99,557	12%
Sunrise Villa	34	13,559	13,559	27,745	49%
Taft	78	47,460	47,460	63,651	75%
Tehachapi	34	6,286	6,286	27,745	23%
Vineland	20	6,869	6,869	16,321	42%
Virginia	34	5,704	5,704	27,745	21%
Wesley	60	12,177	12,177	48,963	25%
Williams	34	4,721	4,721	27,745	17%
Willow	72	13,115	13,115	58,755	22%
Administrative Services		0	0	0	NA
Program Services		0	0	26,302	0%
Policy Council and RPC		0	0	40,640	0%
SUBTOTAL IN-KIND	**2,369**	**373,364**	**373,364**	**1,906,713**	**20%**
State General Child Care*		150,439	150,439	1,772,278	8%
State Preschool*		356,723	356,723	2,481,189	14%
State Migrant Child Care*		20,270	20,270	177,228	11%
SUBTOTAL CA DEPT of ED		**527,433**	**527,433**	**4,430,694**	**12%**
GRAND TOTAL		**900,797**	**900,797**	**6,337,407**	**14%**

*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, 2019 through January 31, 2020
Report for period ending March 31, 2019 (Month 2 of 12)

Percent of year elapsed: 17%

LOCATION	FUNDED ENROLL-MENT	Feb	March	YTD Totals	IN-KIND GOAL	% OF GOAL MET
California Street	24	9,349	100	9,449	133,083	7%
Chrisman	30	12,312	0	12,312	166,354	7%
Home Base - Lodi	35	12,150	0	12,150	97,040	13%
Home Base - Manteca	12	3,172	0	3,172	33,271	10%
Home Base - Stockton	90	18,088	0	18,088	249,531	7%
Home Base - Tracy	12	233	0	233	33,271	1%
Kennedy	16	7,180	150	7,330	88,722	8%
Lodi UCC	30	11,372	166	11,538	166,354	7%
Marci Massei	24	5,173	67	5,240	133,083	4%
St. Mary's	16	5,144	166	5,310	88,722	6%
Walnut	24	11,221	0	11,221	133,083	8%
Administrative Services		251	0	251	0	
Program Services		11,721	8,655	20,376	21,858	93%
Policy Council		57	0	57	2,713	2%
SUBTOTAL IN-KIND	**313**	**107,421**	**9,304**	**116,725**	**1,347,083**	**9%**

Community Action Partnership of Kern
Head Start / State Child Development
Policy Council Planning Committee
Meeting Minutes
April 2, 2019

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

2. **Call to Order**
   a. Meeting was called to order at 5:31 p.m. by Chairperson Diana Reyes.

3. **Roll Call and establish Quorum (half plus one)**
   a. Quorum was established.
   b. **PC Members present:** Yolanda Ochoa, Kandy Ramos, Michelle Valdez, Amber Dunlap, and chairperson Diana Reyes
   c. **PC Members not present:** Nila Hogan & Yesenia Aranda

4. **Approval of Agenda**
   Motion was made by Amber Dunlap, to approve the agenda dated April 2, 2019; seconded by Michelle Valdez. Motion carried unanimously.

5. **Approval of Minutes**
   Motion was made by Amber Dunlap to approve the minutes dated February 5, 2019; Yolanda Ochoa seconded. Motion carried unanimously.

6. **Introduction of Guests**
   Guests in attendance tonight were Jerry Meade, PDM Administrator, Mia Valdez, PC member's Michelle Valdez daughter and Leticia Villegas Program Assistant/Translator.

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

8. **Presentation / Discussion Items**
   a. The Enrollment Report was shared for January and February; Early Head Start programs (Kern, & San Joaquin) were 100% fully enrolled during this reporting time, Early Head Start Partnerships reported 93% enrolment for January and 96% for February. Kern Head Start met 100% enrollment requirement for both periods. EHS Kern, the Partnership as well as EHS San Joaquin were at or above the expected 10% of children enrolled with an IFSP/IEP during this reporting time. HS Kern reached 8.2%.

   b. The Average Daily Attendance (ADA) Report was reviewed and discussed. At the time of this report our ADA was at 98% for both reporting periods.

   c. Jerry shared the Child and Adult Care Food Program (CACFP) report for January and February. There was a total of 97,424 meals requested with 82,617 prepared by Central Kitchen for the month of January and 97,707 meals requested with 81,310

for the month of February. The vendors provided a total of 14,807 meals for January and 14,397 for the month of February. The percentage of meals prepared during the same time last year was 2% less for both months. He also shared the division staffing report includes 23 vacant positions for the month of January and 26 in February; Human Resources is working to fill these vacancies. Family Medical leave reports that for the month of January there was 21 employees on continuous leave and 108 on intermittent leave; for the month of February there was 21 employees on continuous leave and 103 on intermittent.

d. Jerry shared information the EHS Child Care Partnership grant application is due on June 1, 2019 and will need approval from the Policy Council and the Board of Directors before it can be submitted. One part of the application was approved by the council at the last PC meeting with Sylvia Ortega presented the results and recommendations of the Partnership's Annual Self-Assessment. He stated that program goals and objectives will be the topic that will be discussed at the next PC Planning Committee meeting in May.

9. Communications
None

10. Announcements
None

11. Adjournment
Meeting was adjourned at 6:38 p.m. Next meeting May 7, 2019.

Leticia Villegas, Program Assistant/Translator Completed 04/03/2019
Jerry Meade, PDM Administrator Edited

Asociacion de Acción Comunitaria de Kern
Head Start / Desarrollo Infantil Estatal
Consejo del Comité de Planeación
Minutos de la junta
2 de abril de 2019

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

2. **Llamado de orden**
   a. Diana Reyes, presidenta del comité llamo el orden a la junta a las 5:31 p.m.

3. **Pase de lista y establecimiento de quórum (la mitad más uno)**
   a. Se estableció quórum.
   b. **Miembros del comité presentes:** Yolanda Ochoa, Kandy Ramos, Michelle Valdez, Amber Dunlap, y Diana Reyes, presidenta.
   c. **Miembros del comité ausentes:** Nila Hogan & Yesenia Aranda.

4. **Aprobación de la agenda**
   Propuesta para aprobación de la agenda con fecha del 2 de abril de 2019 fue presentada por Amber Dunlap secundada por Michelle Valdez. Propuesta aprobada por unanimidad.

5. **Aprobación de minutos**
   Propuesta para la aprobación de minutos con fecha del 5 de febrero de 2019 fue presentada por Amber Dunlap, secundado por Yolanda Ochoa. Propuesta aprobada por unanimidad.

6. **Presentación de invitados**
   Los invitados que asistieron a la junta fueron Jerry Meade, Administrador de PDM Mia Valdez, hija de Michelle Valdez y Leticia Villegas Traductor/Asistente de Programa.

7. **Foro Publico**
   (El público que desee dirigirse a al comité de Planeación, puede hacerlo en este momento; sin embargo, el comité no tomará ninguna acción que no sea referir el asunto al personal docente para estudio y análisis.)

   Ninguno

8. **Presentación y discusión de los temas**
   a. Se explico a los miembros el reporte de inscripción de enero y febrero, los programas de Early Head Start (Kern & San Joaquín) reportaron un 100% de inscripción durante este lapso, sin embargo, las asociaciones de Early Head Start reportaron un 93% de inscripción para el mes de enero y 96% para el mes de febrero. Kern Head Start cumplió con el requisito de inscripción al 100% para ambos periodos. Las asociaciones de EHS de Kern, así como EHS San Joaquín se mantuvieron al 10% o más de lo esperado en cuanto a la inscripción de niños con un IFSP/IEP durante este periodo. HS Kern alcanzó la cifra de 8.2%.

b. El promedio de asistencia diaria (ADA, siglas en inglés) ser revisó y discutió. Al tiempo de este reporte la asistencia fue de un 98% para ambos periodos.
c. Jerry explicó las cifras del programa de Cuidado alimenticio de Niños y Adultos (CACDP, cifras en inglés) para el mes de enero y febrero. Durante enero se solicitaron un total de 97,707 comidas; y para el mes de febrero el total fue de 81,310. Los proveedores contribuyeron con un total de 14,807 comidas para el mes de enero y 14,397 para febrero. El porcentaje de alimentos preparados durante el mismo periodo el año pasado, vio una reducción del 2% en comparación para con el mismo periodo el año pasado. El Sr. Meade también explicó las cifras del reporte de la división de personal, el cual incluye 23 vacantes durante el mes de enero y 26 para febrero; el departamento de personal esta activamente tratando de llenar esas vacantes. Las personas que están fuera de función debido a circunstancias médicas familiares suman un total de 21 en ausencia continua y 108 en ausencia intermitente para el mes de enero; y en febrero reportaron 21 empleados en ausencia continua y 103 en ausencia intermitente.
d. Jerry compartió que la fecha límite para presentar la solicitud de subsidios para la asociacion de cuidado infantil de EHS es el 1 de junio de 2019, y esta tendrá que contar con la aprobación del concilio de póliza y la junta directiva antes de enviarse. Una parte de la solicitud fue aprobada por el consejo durante su junta mensual, en dicha junta Sylvia Ortega presentó los resultados y recomendaciones de la evaluación anual de la asociacion. El. Sr. Meade enfatizó que los objetivos y metas del programa serán los temas por discutir en la próxima junta del comité de Planeación que se llevará a cabo en Mayo.

9. Comunicaciones

Ninguna

10. Anuncios

Ninguno

11. Clausura de sesión

La sesión fue clausurada a las 6:38. La próxima junta está programada para 7 de mayo 2019.

Leticia Villegas, Program Assistant/Translator Completed 04/09/2019
Jerry Meade, PDM Administrator Edited

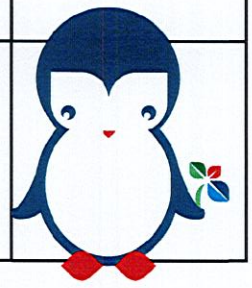
Abril 2019

Adventist Health

FIRST 5 KERN
Sponsored by First 5 Kern. Paid for by Proposition 10.

Children's Mobile Immunization Program

* Las vacunas son GRATIS para niños menores de 18 años que cumplen uno de los siguente criterio:
  1. No aseguranza medica
  2. Inscrito a Medi-Cal (Favor de traer la tarjeta de Medi-cal en cada visita)
  3. Indio Americano o Nativo de Alaska
* La prueba para la Hemoglobina esta disponible GRATIS para niños, mujeres emabrazadas/ postparto con la forma de WIC, escuela o doctor sin importar la clase de aseguranza medica.
* La tarjetas de vacunas de su hijo(a) son requeridas.
* Tenga en cuenta que nuestro programa no ofrece pruebas de tuberculosis o exámenes fisicos.
* Las clinicas podran ser canceladas por condiciones del clima. Porfavor llame antes de ir a la clinica móvil.
* El personal podra parar de registrar 30 minutos antes de la hora de cerrar.

DOMINGO	LUNES	MARTES	MIERCOLES	JUEVES	VIERNES	SABADO
	1 Walgreens Pharmacy 4306 Ming Ave. (Estacionamiento) 9:00 am—11:30 am 12:00 pm—2:00 pm	2	3	4	5	6 CASA Superhero Run-Walk (Parque Riverwalk) 11298 Stockdale Hwy. 8:00 am—12:00 pm
7	8	9	10 Kern County Dept. of Human Services 100 E. California Ave (Estacionamiento) 9:00 am—11:30 am 12:00 pm—2:00 pm	11 Fairview Elementary 425 E Fairview Rd. (Estacionamiento) 8:30 am—11:30 am	12 McKee Middle 205 McKee Rd.. (Estacionamiento) 8:30 am—11:30 am	13 Taft Health Fair Buena Vista H.S. 900 No. 10th Street ***Taft*** 8:00 am—12:00 pm
14	15 Walmart Supercenter 5075 Gosford Rd. (Estacionamiento) 9:00 am—11:30 am 12:00 pm—2:00 pm	16 La Hacienda Market 315 James Street ***SHAFTER*** (Estacionamiento) 9:30 am—11:30 am 12:00 pm—2:00 pm	17 Adventist Health Bakersfield 2800 Chester Ave. (Estacionamiento) 1:00 pm—3:00 pm 3:30 pm—6:00 pm	18	19	20
21	22 NOR-Riverview Park 437 Willow Drive (Estacionamiento) 9:00 am—11:30 am 12:00 pm—2:00 pm	23	24 New Life Church 4201 Stine Road (Estacionamiento) 9:00 am—11:30 am 12:00 pm—2:00 pm	25	26	27
28	29	30			**Hola soy Pip!**	

Para mas informacion porfavor llame a (661) 869-6740 o visite la pagina http://www.adventisthealthbakersfield.org/immunizations

Head Start
Community Action Partnership of Kern

Save the Date!!

CAPK Head Start

Disabilities Parent Resource Fair

Date: Thursday, April 25, 2019

Time: 9AM to 11 AM

Place: Society for Disabled Children

1819 Brundage Lane, Bakersfield

Please RSVP by April 12, 2019

RSVP to Delores Patricio (661) 336-5236 **Ext: 2573**

Vendors from community agencies and CAPK will be available with information and giveaways.

211 Get Connected. Get Answers.

HC Encourage Advocate Resources Training Support Help

California Spectrum Services

Caring Corner

Exceptional Family Center

Disability Rights California

Dignity Health

Smart911

GBLA Greater Bakersfield Legal Assistance, Inc.

United Farm Workers ¡Sí, Se Puede!®

Society for Disabled Children

Home at Head Start

TO: Policy Council Members

FROM: Dr. Deborah Bergeron, director, Office of Head Start

SUBJECT: Policy Council Discussion: Enrolling Children and Families Experiencing Homelessness

Thank you for volunteering as a Policy Council leader! You make all the difference in making sure our programs respond effectively to families and communities. You help us to continue to improve Head Start services every day.

It is from this place of gratitude that I invite you to join the Home at Head Start effort. More than 1 million children ages birth to 6 experience homelessness, and their families are eligible for Head Start and Early Head Start! Will your program accept my challenge to increase enrollment of our most vulnerable children? If you don't have open slots now, develop a plan for serving more children and families in the future. *Let's give 10,000 children a home at Head Start by the end of this program year!*

Why the urgency? Head Start and Early Head Start give kids a welcoming and stable place to go each day. I think at the gut level, we can each imagine how incredibly stressful it would be to see your child without a consistent place to call home. Parents report feeling frightened and overwhelmed by how hard it can be to get help. And of course, children don't stop needing parents to keep it together; in fact, they need parents even more as the whole family deals with the stress of an uncertain future.

Many parents who experience homelessness may need care and education for their child. Head Start and Early Head Start help families, too! In addition to a secure learning environment, our family services staff support parents emotionally as they deal with stress. They can help parents achieve major goals, like finding housing and work. Head Start is a lifeline!

I hope your Policy Council will review current outreach and recruitment plans and think creatively about how to reach local families who may be experiencing homelessness. This isn't just about families living in shelters or motels. Think about friends, family, and neighbors who may live with others due to the loss of housing or a job, or who are just struggling to find a stable home with their children. Head Start and Early Head Start parent leaders are part of the solution.

Head Start uses the **McKinney Vento definition of homelessness to determine eligibility**. This definition refers to children who lack a fixed, regular, and adequate nighttime residence. In addition to families who are staying in motels, shelters, cars, or public spaces, it includes situations in which families share the housing of others due to the loss of housing and economic hardships.

I'm asking you to engage because, across the country, we have too many openings where children should be enrolled. Now, I realize that your program might be full—and of course, that is the goal!—but please review your community assessment data and selection criteria. Make sure you have the best representation of families in your community enrolling in your program. If your program has open slots, this is an opportunity to really sharpen your focus.

You might start a "Parent-to-Parent" Home at Head Start effort, where parents extend a Head Start welcome to other parents. Think about messages that work for your community, such as:

- Head Start wants to welcome families experiencing homelessness.
- The causes of homelessness are complicated, and not something about which to be ashamed. More than 1 million young children experience homelessness. Infants are at the highest risk.[1]
- You can lean on Head Start when times get tough for your family.
- Head Start provides a safe, nurturing, educational environment for your child. Knowing your child is safe and happy can reduce your stress.
- Homelessness is temporary. Our staff can help you achieve a more secure future.

You may not want to use the word "homeless." Instead, we can talk about families who are doubled up with others or in temporary situations. We can invite families to talk about their living circumstances in non-judgmental ways. Every parent wants the best for their child. Ask about parents' housing goals.

Here are some questions to help guide your Policy Council discussions.

Policy Council Discussion Questions

1. What does your community assessment say about family homelessness in your service area?
2. Does your Policy Council know and understand the definition of "homelessness" that is part of the McKinney-Vento law and Head Start requirements?
3. How does your outreach plan reach families experiencing homelessness?
4. Which community partners can help you identify and enroll children?
5. What is one thing you can do—either as a parent or as a program manager—to ensure more children and families have a home at Head Start?
6. How can staff and parents help children experiencing homelessness feel safe and secure every day?

Thank you, Policy Council, for being a vital part of Head Start and Early Head Start!
Your vision, leadership, oversight, and input helps our programs respond to
the needs of children, families, and communities.

Parent leaders, since 1965 ..., you have helped 32 million Head Start "graduates" thrive!

With gratitude,

Dr. Deborah Bergeron
Director
Office of Head Start

[1] Source: 2012 Annual Homelessness Assessment Report (HUD, 2012) and Census Data

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