Head Start
A Program of CAPK

## Head Start/State Child Development

# POLICY COUNCIL MEETING PACKET

## March 23, 2021
## 5:30 p.m.

Per Governor's Executive Order N-25-20
This meeting will be held via tele-conference
(213) 204-2374 ~ Conference ID: 598 748 330#

# POLICY COUNCIL
# STANDING COMMITTEES
## March 2021

### EXECUTIVE COMMITTEE

**Chairperson:** Andrea Martinez
**Vice Chairperson:** Laura Gonzales
**Secretary:** Agueda Hernandez
**Treasurer:** Ashley McAllister
**Parliamentarian:** Kaylonie Howard

### STANDING COMMITTEE MEMBERS

**Board of Directors:**

**BYLAWS**
**Chairperson:** Kaylonie Howard

1. Nicole Cabe
2. Andrea Martinez
3. Jimmie Childress
4.
5.
6.

**PLANNING**
**Chairperson:** Laura Gonzales

1. Imelda Felix
2. Nicole Cabe
3. Brittany Dunbar
4. Nila Hogan
5.
6.

**SCHOOL READINESS**
**Chairperson:** Agueda Hernandez

1. Rosalinda Valencia
2. Laura Gonzales
3. Brittany Dunbar
4. Teresa Fajardo

**BUDGET & FINANCE**
**Chairperson:** Ashley McAllister

1. Teresa Fajardo
2.
3.
4.
5.
6.



# Policy Council Standing Committee
# Attendance Sheet
# 2020 ~ 2021

## Bylaws Committee

| Member | Dec. | Jan. | Feb. | Mar. | Apr. | May | Jun. | Jul. | Aug. | Sept. | Oct. |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **Kaylonie Howard** | | | X | | | | | | | | |
| Nicole Cabe | | | X | | | | | | | | |
| Andrea Martinez | | | X | | | | | | | | |
| Jimmie Childress | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |

## Budget & Finance Committee

| Member | Dec. | Jan. | Feb. | Mar. | Apr. | May | Jun. | Jul. | Aug. | Sept. | Oct. |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **Ashley McCallister** | | X | X | X | | | | | | | |
| Teresa Fajardo | | X | X | X | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |

## School Readiness Committee

| Member | Dec. | Jan. | Feb. | Mar. | Apr. | May | Jun. | Jul. | Aug. | Sept. | Oct. |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **Agueda Hernandez** | | | X | | | | | | | | |
| Brittany Dunbar | | | X | | | | | | | | |
| Teresa Fajardo | | | | | | | | | | | |
| Laura Gonzales | | | X | | | | | | | | |
| Rosalinda Valencia | | | X | | | | | | | | |

## Planning Committee

| Member | Dec. | Jan. | Feb. | Mar. | Apr. | May | Jun. | Jul. | Aug. | Sept. | Oct. |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **Laura Gonzales** | | X | X | X | | | | | | | |
| Imelda Felix | | ABS | X | X | | | | | | | |
| Nicole Cabe | | X | X | X | | | | | | | |
| Nila Hogan | | X | ABS | X | | | | | | | |
| Brittany Dunbar | | X | X | X | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |

## Board of Directors

| Member | Dec. | Jan. | Feb. | Mar. | Apr. | May | Jun. | Jul. | Aug. | Sept. | Oct. |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Nila Hogan | | 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** | |

| LEGEND: | |
|---|---|
| Attended | X |
| Did Not Attend | ABS |
| Attended Another CAPK Function | |
| Meeting Not Held | |
| Membership Terminated | |
| Absent Due to Weather Conditions | |
| Resigned | R |
| Special Call Meeting | SC |
| Executive Committee Meeting | EC |
| Not Yet Elected to Policy Council | |

# Policy Council Attendance 2020 ~ 2021

| # | REGION 1 | Nov 2020 | Dec 2020 | Jan 2021 | Feb 2021 | Mar 2021 | Apr 2021 | May 2021 | June 2021 | July 2021 | Aug 2021 | Sept 2021 | Oct 2021 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | Imelda Felix - Sunrise Villa | X | ABS | X | X | | | | | | | | |
| 2 | *Vacancy* | | | | | | | | | | | | |
| 3 | *Vacancy* | | | | | | | | | | | | |
| 4 | *Vacancy* | | | | | | | | | | | | |
| # | REGION 2 | Nov 2020 | Dec 2020 | Jan 2021 | Feb 2021 | Mar 2021 | Apr 2021 | May 2021 | June 2020 | June 2021 | Aug 2021 | Sept 2021 | Oct 2021 |
| 1 | Andrea Martinez - East California | X | X | X | X | | | | | | | | |
| 2 | *Vacancy* | | | | | | | | | | | | |
| 3 | *Vacancy* | | | | | | | | | | | | |
| 4 | *Vacancy* | | | | | | | | | | | | |
| # | REGION 3 | Nov 2020 | Dec 2020 | Jan 2021 | Feb 2021 | Mar 2021 | Apr 2021 | May 2021 | June 2020 | June 2021 | Aug 2021 | Sept 2021 | Oct 2021 |
| 1 | Ashley McAllister - Pete Parra | X | X | X | X | | | | | | | | |
| 2 | Laura Gonzales - Harvey L. Hall | X | X | ABS | X | | | | | | | | |
| 3 | *Vacancy* | | | | | | | | | | | | |
| 4 | *Vacancy* | | | | | | | | | | | | |
| # | REGION 4 | Nov 2020 | Dec 2020 | Jan 2021 | Feb 2021 | Mar 2021 | Apr 2021 | May 2021 | June 2020 | June 2021 | Aug 2021 | Sept 2021 | Oct 2021 |
| 1 | Brittany Dunbar - Rosamond | X | X | X | X | | | | | | | | |
| 2 | Agueda Hernandez - California City | X | X | X | X | | | | | | | | |
| 3 | *Vacancy* | | | | | | | | | | | | |
| 4 | *Vacancy* | | | | | | | | | | | | |
| # | Home Base | Nov 2020 | Dec 2020 | Jan 2021 | Feb 2021 | Mar 2021 | Apr 2021 | May 2021 | June 2020 | June 2021 | Aug 2021 | Sept 2021 | Oct 2021 |
| 1 | Kaylonie Howard - F. Garcia | X | X | X | X | | | | | | | | |
| 2 | Teresa Fajardo - C. Varela | X | X | ABS | X | | | | | | | | |
| # | ECC EHS Partnership | Nov 2020 | Dec 2020 | Jan 2021 | Feb 2021 | Mar 2021 | Apr 2021 | May 2021 | June 2020 | June 2021 | Aug 2021 | Sept 2021 | Oct 2021 |
| 1 | *Vacancy* | | | | | | | | | | | | |
| # | San Joaquin EHS Partnership | Nov 2020 | Dec 2020 | Jan 2021 | Feb 2021 | Mar 2021 | Apr 2021 | May 2021 | June 2020 | June 2021 | Aug 2021 | Sept 2021 | Oct 2021 |
| 1 | Rosalinda Valencia - Walnut | X | X | X | X | | | | | | | | |
| 2 | *Vacancy* | | | | | | | | | | | | |
| # | Community Representatives | Nov 2020 | Dec 2020 | Jan 2021 | Feb 2021 | Mar 2021 | Apr 2021 | May 2021 | June 2020 | June 2021 | Aug 2021 | Sept 2021 | Oct 2021 |
| 1 | Nila Hogan | X | X | X | X | | | | | | | | |
| 2 | Nicole Cabe | X | X | X | ABS | | | | | | | | |
| 3 | *Vacancy* | | | | | | | | | | | | |
| # | Board Member | Nov 2020 | Dec 2020 | Jan 2021 | Feb 2021 | Mar 2021 | Apr 2021 | May 2021 | June 2020 | June 2021 | Aug 2021 | Sept 2021 | Oct 2021 |
| 1 | Jimmie Childress | X | X | X | X | | | | | | | | |

**Policy Council Agenda**
**Per Governor's Executive Order N-25-20**
**Meeting to be held via teleconference**
**(213) 204-2374 – Conference ID: 598 748 330#**
Click here to join the meeting
**March 23, 2021**
**5:30 p.m. – 6:30 p.m.**

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

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

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

3. **Approval of Agenda** — Chairperson — ***ACTION**
   a. Agenda dated: March 23, 2021

4. **Approval of Minutes** — Chairperson — ***ACTION**
   a. Date of Minutes: February 23, 2021 ***(p. 10-20)***

5. **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 Policy Council 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 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. Budget & Finance Committee — Verbal Report
   d. Bylaws Committee — Verbal Report

7. **Presentations** — (15 minutes per presentation)
   Recruitment & Enrollment ~ Walter Villa, Enrollment Coordinator (Kern HS/EHS) and Sandra Acevedo, Enrollment Specialist (San Joaquin EHS)

8. **New Business** — Chairperson — ***ACTION**
   a. Early Head Start Child Care Partnership Change of Scope Request ~ Vanessa Cortez, Administrative Analyst ***(p. 21-22)***

9. **Communications**
   a. Kern Head Start Budget vs. Actual Expenditures, March 1, 2020 through February 28, 2021 ***(p. 23-26)***
   b. Kern Early Head Start Budget vs. Actual Expenditures, March 1, 2020 through February 28, 2021 ***(p. 27-29)***
   c. Early Head Start San Joaquin Budget vs. Actual Expenditures, February 1, 2020 through January 31, 2021 ***(p. 30-32)***

**This is to certify that this agenda notice was posted in the lobby of the CAPK Administrative Office at 5005 Business Park North, Bakersfield, CA and online at www.capk.org by 12:00 p.m. on March 17, 2021**
**Lisa Gonzales, Program Governance Coordinator**

d. Early Head Start San Joaquin Budget vs. Actual Expenditures, February 1, 2021 through February 28, 2021 ***(p. 33-35)***
e. Early Head Start Child Care Partnerships Budget vs. Actual Expenditures, March 1, 2020 through February 28, 2021 ***(p. 36-38)***
f. Parent Local Travel & Child Care through February 28, 2021 ***(p. 39-41)***
g. Parent Activity Funds through February 28, 2021 ***(p. 42-45)***
h. Kern Head Start and Early Head Start Non-Federal and In-Kind Report, March 1, 2020 through February 28, 2021 ***(p. 46)***
i. San Joaquin Early Head Start Non-Federal and In-Kind Report, February 1, 2021 through February 28, 2021 ***(p. 47)***
j. Notice of Award #09CH011132-03-00 Head Start and Early Head Start Kern, Budget Year March 1, 2021 – February 28, 2022; Letter dated: February 23, 2021 ***(p. 48-53)***
k. Notice of Award #09HP000163-03-00 Early Head Start Child Care Partnership, Budget Year March 1, 2021 – February 28, 2022; Letter dated: February 23, 2021 ***(p. 54-59)***
l. Head Start PRE-Report ~ February 2021 ***(p. 60-61)***
m. Policy Council Bylaws Committee Minutes ~ February 9, 2021 (English/Spanish) ***(p. 62-65)***
n. Policy Council School Readiness Committee Minutes ~ February 11, 2021 (English/Spanish) ***(p. 66-68)***
o. Policy Council Budget & Finance Committee Minutes ~ February 16, 2021 (English/Spanish) ***(p. 69-73)***
p. Policy Council Planning Committee Minutes ~ March 2, 2021 (English/Spanish) ***(p. 74-77)***
q. ReadyRosie Workshop – Families as Partners ~ March 23, 2021 ***(p. 78)***
r. ReadyRosie Workshop – Families as Partners ~ March 24, 2021 ***(p. 79)***
s. ReadyRosie Workshop – Families as Partners ~ March 25, 2021 (Spanish) ***(p.80)***
t. How to Help Your Child Understand and Label Emotions ~ Backpack Connection Series (English/Spanish) ***(p. 81-82)***
u. Medi-Cal Enrollment ~ (English/Spanish) ***(p. 83-84)***
v. Secretarial Directive for Prioritization of COVID-19 Vaccines & Administration for Certain Educational and Child Care Workers ~ Dated: March 2, 2021 ***(p. 85-86)***
w. COVID-19 Vaccines ~ Center for Disease Control (English/Spanish) ***(p. 87-90)***
x. What to Expect After Getting a COVID-19 Vaccine ~ Center for Disease Control (English/Spanish) ***(p. 91-92)***
y. Children's Mobile Immunizations ~ March 2021 (English/Spanish) ***(p. 93-94)***
z. Community Connection Professional Development Calendar ~ April 2021 ***(p. 95)***
aa. School Readiness Subcommittee Meeting Dates ***(p. 96)***
bb. Planning Subcommittee Meeting Dates ***(p. 97)***
cc. Budget & Finance Subcommittee Meeting Dates ***(p. 98)***
dd. Bylaws Subcommittee Meeting Dates ***(p. 99)***
ee. Policy Council Meeting Dates ***(p. 100)***

| | | |
|---|---|---|
| **10. Program Governance Report** | Lisa Gonzales | Verbal Report (3 min.) |
| **11. Community Representative Report** | Nicole Cabe/Nila Hogan | Verbal Report (3 min.) |
| **12. Early Head Start San Joaquin Report** | Rosalinda Valencia | Verbal Report (3 min.) |
| **13. Early Head Start Partnership Report** | Nicole Callahan | Verbal Report (3 min.) |
| **14. Board of Directors Representative Report** | Jimmie Childress | Verbal Report (3 min.) |
| **15. Director's Report (HS/State Child Development)** | Yolanda Gonzales | Verbal Report (5 min.) |
| **16. Policy Council Chairperson** | Andrea Martinez | Verbal Report (3 min.) |
| **17. Adjournment** | Chairperson | |

**This is to certify that this agenda notice was posted in the lobby of the CAPK Administrative Office at 5005 Business Park North, Bakersfield, CA and online at www.capk.org by 12:00 p.m. on March 17, 2021**
**Lisa Gonzales, Program Governance Coordinator**

**Agenda del Concilio de Póliza**
**Por orden gubernamental N-25-20**
**Junta a llevarse a cabo por teleconferencia**
**(213) 204-2374 – Número de identificación: 598 748 330#**
Pulse el enlace para unirse a la junta
**23 de marzo, 2021**
**5:30 p.m. – 6:30 p.m.**

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

2. **Pase de lista/establecimiento de los miembros** Secretaria

3. **Aprobación de Agenda** Presidente ***ACCIÓN**
   a. Agenda con fecha: 23 de marzo, 2021

4. **Aprobación de minutos** Presidente ***ACCIÓN**
   a. Minutos con fecha: 23 de febrero, 2021

5. **Presentación de invitados/Foro público**
   a. *El público que desee dirigirse al Concilio de Póliza, podrá hacerlo en este momento. Los miembros del Concilio de Póliza pueden responder brevemente a las declaraciones hechas o a las preguntas presentadas. Sin embargo, el Concilio no tomará ninguna acción, solo podrá referirlo al personal 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 de minutos para dicho tema será de 10 minutos. Favor de proporcionar su nombre antes de su presentación. Gracias*

6. **Reportes de comités permanentes** (3 minutos por reporte)
   a. Comité de preparación escolar Reporte verbal
   b. Comité de planeación Reporte verbal
   c. Comité de presupuesto y finanzas Reporte verbal
   d. Comité de estatutos Reporte verbal

7. **Presentaciones** (15 minutos por presentación)
   a. Reclutamiento e inscripción ~ Walter Villa, coordinador de inscripción (Kern HS/EHS) y Sandra Acevedo, especialista de inscripción (San Joaquín EHS)

8. **Nuevos Intercambios** Presidente *** ACCIÓN**
   a. Solicitud de cambio de curso al subsidio de la asociación de cuidado infantil Early Head Start ~ Vanessa Cortez, analista administrativa

9. **Comunicaciones**
   a. Presupuesto de Head Start Kern vs. Gastos actuales, 1 de marzo 2020 hasta el 28 de febrero, 2021
   b. Presupuesto de Early Head Start Kern vs. Gastos actuales, 1 de marzo 2020 hasta el 28 de febrero, 2021
   c. Presupuesto de Early Head Start de San Joaquín vs. Gastos actuales, 1 de febrero 2020 hasta el 31 de enero, 2021

**Esto es para certificar que esta agenda se publicó en el vestíbulo de la oficina de administración de CAPK localizada en 5005 Business Park North, Bakersfield, CA y en línea en www.capk.org a las 12:00 pm, 17 de marzo, 2021**
**Lisa Gonzales, Coordinadora del programa de Gobernanza**

d. Presupuesto de Early Head Start de San Joaquín vs. Gastos actuales, 1 hasta el 28 de febrero, 2021
e. Presupuesto de la asociación de cuidado infantil Early Head Start vs. Gastos actuales, 1 de marzo, 2020 hasta el 28 de febrero, 2021
f. Viajes locales para padres y cuidado infantil hasta el 28 de febrero, 2021
g. Fondos para actividades de padres hasta el 28 de febrero, 2021
h. Reporte de contribuciones internas y fondos no federales de Head Start & Early Head Start de Kern, desde el 1 de marzo, 2020 hasta el 28 de febrero, 2021
i. Reporte de contribuciones internas y fondos no federales de Early Head Start de San Joaquín desde el 1 hasta el 28 de febrero, 2021
j. Aviso de adjudicación #09CH011132-03-00 Head Start y Early Head Start, año fiscal del 1 de marzo 2021 – 28 de febrero, 2022; carta fechada el 23 de febrero, 2021
k. Aviso de adjudicación #09HP000163-03-00 asociación de cuidado infantil Early Head Start, año fiscal del 1 de marzo 2021 – 28 de febrero, 2022; carta fechada el 23 de febrero, 2021
l. Reporte PRE de Head Start ~ Febrero 2021
m. Resumen de la junta del comité de estatutos ~ 9 de febrero, 2021 (inglés/español)
n. Resumen de la junta del comité de preparación escolar ~ 11 de febrero, 2021 (inglés/español)
o. Resumen de la junta del comité de presupuestos y finanzas~ 16 de febrero, 2021 (inglés/español)
p. Resumen de la junta del comité de planeación ~ 2 de marzo, 2021 (inglés/español)
q. Taller ReadyRosie – Familias como socios ~ 23 de marzo, 2021
r. Taller ReadyRosie – Familias como socios ~ 24 de marzo, 2021
s. Taller ReadyRosie – Familias como socios ~ 25 de marzo, 2021(español)
t. Cómo ayudar a su hijo (a) a entender y clasificar sus emociones ~Series de la Conexión de Mochila (Backpack) (inglés/español)
u. Inscripciones para Medi-Cal (inglés/español)
v. Directiva secretarial para la priorización de las vacunas COVID-19 y administración para ciertos trabajadores de la educación y el cuidado de los niños ~ Fechado: 2 de marzo de 2021
w. Vacunas contra COVID-19 ~ Centro de control de enfermedades (inglés/español)
x. Expectativas después haber recibido la vacuna contra COVID-19 ~ Centro de control de enfermedades (inglés/español)
y. Clínica móvil de vacunación ~ marzo 2021 (inglés/español)
z. Calendario de desarrollo profesional de Conexión Comunitaria ~ Abril 2021
aa. Horario del comité preparación escolar
bb. Horario del comité de planeación
cc. Horario del comité de presupuestos y finanzas
dd. Horario del comité de estatutos
ee. Horario del concilio de póliza

| | | |
|---|---|---|
| **10. <u>Reporte del programa de gobernanza</u>** | Lisa Gonzales | Reporte verbal (3 min.) |
| **11. <u>Reporte del representante comunitario</u>** | Nicole Cabe/Nila Hogan | Reporte verbal (3 min.) |
| **12. <u>Reporte de Early Head Start San Joaquín</u>** | Rosalinda Valencia | Reporte verbal (3 min.) |
| **13. <u>Reporte de la Asociación Early Head Start</u>** | Nicole Callahan | Reporte verbal (3 min.) |
| **14. <u>Reporte del representante de la Junta Directiva</u>** | Jimmie Childress | Reporte verbal (3 min.) |
| **15. <u>Reporte del director (Desarrollo Infantil Estatal))</u>** | Yolanda Gonzales | Reporte verbal (5 min.) |
| **16. <u>Presidenta del Concilio de Póliza</u>** | Andrea Martínez | Reporte verbal (3 min.) |
| **17. <u>Conclusión</u>** | Presidente | |

**Esto es para certificar que esta agenda se publicó en el vestíbulo de la oficina de administración de CAPK localizada en 5005 Business Park North, Bakersfield, CA y en línea en www.capk.org a las 12:00 pm, 17 de marzo, 2021**
**Lisa Gonzales, Coordinadora del programa de Gobernanza**

**COMMUNITY ACTION PARTNERSHIP OF KERN**
**POLICY COUNCIL COMMITTEE MEETING MINUTES**
**February 23, 2021**
**Teleconference ID: 921 153 883#**
**Per Governor's Executive Order N-25-20**

1. **Call to Order**
   Chairperson Andrea Martinez called the meeting to order at 5:33 p.m.
   a. Moment of Silence
   b. Reading of the 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 Agueda Hernandez conducted roll call; quorum was established.
   Policy Council Members Present: Brittany Dunbar, Imelda Felix, Agueda Hernandez, Kaylonie Howard, Ashley McAllister, Andrea Martinez, Jimmie Childress, Rosalinda Valencia, Nila Hogan, Laura Gonzales, Teresa Fajardo

3. **Approval of Agenda** ***ACTION**
   a. A motion was made by Nila Hogan to approve the agenda dated February 23, 2021; seconded by Laura Gonzales. Motion carried unanimously.

4. **Approval of Minutes** Chairperson ***ACTION**
   a. A motion was made by Teresa Fajardo to approve the minutes of January 26, 2021; seconded by Laura Gonzales. Motion carried unanimously.

5. **Presentation of Guests /Public Forum**
   The following guests were in attendance: Yolanda Gonzales, Director Head Start/State Child Development; Jerry Meade, Assistant Director Head Start/State Child Development-Program; Leslie Mitchell, Assistant Director Head Start/State Child Development-Education; Gloria Barbero, Assistant Director Head Start/State Child Development-San Joaquin; Sylvia Ortega, Quality Assurance Administrator; Esperanza Contreras, Partnership Administrator; Carolyn Coffey Education & Support Services Administrator; LeTisha Brooks, Program Administrator; Vanessa Cortez, Administrative Analyst; Rosa Del Toro, Program Manager; Rosita Curry, Home Base & EHS Child Care Partnership Manager; Maria Guadian, Inclusion & Family Engagement Manager; Ginger Mendez, Enrollment & Attendance Manager; Heather McCarley Finance Manager; Nicole Nino, Family Engagement Specialist/Home Base Supervisor; Nicole Callahan, EHS Partnership Program Coordinator, Mayra Martinez, Assistant to the Director of Head Start/State Child Development; Lisa Price, Program Governance Coordinator; Kelly Velasquez, Victim Advocate, Kern County District Attorney – Family Justice Center
   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 Policy Council 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.*
   None

6. **Standing Committee Reports**
   a. **School Readiness Committee**
      The School Readiness committee met on February 11, 2021. Amanda Espitia provided an overview on education and how it relates to school readiness. School readiness is integrated into all programs from infants (Early Head Start) through Head Start pre-school classrooms. The education

team has implemented virtual learning lessons as well as virtual (EHS) learning calendars. They have also been sending monthly educational S'more newsletters to parents and staff. Suggestions were shared as to how parents can be active in lesson planning, including but not limited to, participating in activities on the lesson plan and signing it weekly, asking children about the weekly study, etc. Parents can assist their child's teacher in collecting observations by writing down activities and conversations had in their journal. Families play a critical role in helping their children's school readiness.

b. **Planning Committee**
The Planning Committee met on February 2, 2021 at which time the Vanessa Cortez presented the 2021 San Joaquin Community Health Needs Assessment. Discussion ensued and members subsequently approved the document. Additionally, the Program Review and Evaluation report was shared with the committee. This included information regarding enrollment numbers across all programs as well as the Child Adult Care Food Program report. It was noted that more than 44,000 meals were prepared by the Central Kitchen during the month of January.

c. **Budget & Finance Committee**
The Budget & Finance Committee met on February 16, 2021. Budget to actual financial documents across all grants was shared as were parent activity funds and local travel and parent reimbursement reports. These and all other items can be found in the Policy Council packet. The next Budget & Finance meeting will be held on March 16, 2021.

d. **Bylaws Committee**
The Bylaws Committee met on February 9, 2021 for their first meeting of the term. Members voted on and approved the committees proposed meeting dates. The purpose of the Bylaws Committee as well as the roles and responsibilities of members was discussed. The Policy Council Bylaws were reviewed, taking time to discuss sections in depth. Areas reviewed included, composition of membership, term limits, attendance and more. The committee will continue to examine and discuss the remainder of the document at future meetings. The next meeting is scheduled for May 11, 2021.

**7. <u>Presentations</u>**

a. **Kern County Family Justice Center ~ Kelly Velasquez, Victim Advocate, Kern County District Attorney, Family Justice Center**
Kelly Velasquez, introduced herself and provided contact information for the Kern Family Justice Family Center (KCFJC). The agency, which was established in 2018 provides services to victims of domestic violence which included elder abuse, child abuse, intimate partners, parent & adult child, as well as sexual assault, and human trafficking victims. The idea behind the KCFJC was to create a "one stop shop" for victims to allow them to obtain immediate emergency assistance. The KC Family Justice Center has collaborative partners both offsite and onsite. Some of the onsite partners are Alliance Against Family Violence and Sexual Assault, who can assist with filing restraining orders, immediate shelter, counseling and more. Kern County Behavioral Health & Recovery Services is another onsite partner, offering counseling and therapy including individual, group and family. They also provide services for mental disorders and substance abuse. Kern Count Child Support Services is also onsite which can establish parentage as well to set up and enforce child support orders. Greater Bakersfield Legal Assistance offers civil and legal services, help in filing restraining orders as well immigration issues. Advocates from the District Attorney's Victim Services Unit are also onsite with the primary purpose to educate and support victims. Victims are educated on their rights as well as the criminal justice process. Advocates also provide support through resources and referrals as well as crisis intervention from the time of reporting through any criminal proceedings. Additional means of support is offered in a variety of ways including but not limited to assistance with victim impact statements, assistance with restitution as well as filing a claim with the state Victims of Crime Compensation program. Information was shared with regard to the difference between KC Family Justice Centre's community partners and government partners as well as what is "privileged" information. Advocates can be found in many places such as a designated S.A.R.T. (Sexual Assault Response Team) centers, hospitals, courthouses, law enforcement agencies, District Attorney's office, KCFJC, as well as often times at the scene of a crime. Also on location at the KC Family Justice Center is a crisis response team

coordinator specifically for mass violence incidences which is defined as an attempted murder involving 3 or more victims. Crisis trained advocates are available 365 days a year 24 hours a day. In concluding her presentation Kelly shared that the Kern County Family Justice Center is encouraging walk-ins from 8:30 a.m. – 4:00 p.m. adding the center is closed for lunch from 12:00 p.m. – 1:00 p.m. Calls are also welcome if anyone would like to obtain more information or has general questions and/or would like to seek guidance. The Kern County Family Justice Center has been open throughout the pandemic with all necessary precautionary measures being taken to ensure their doors stay open ensuring all victims can be served. The Kern County Family Justice Center is located at 2101 Oak Street in Bakersfield and can be reached at (661) 868-8410.

**8. <u>New Business</u>** ***ACTION**

a. **Election of Jimmie Childress to the Bylaws Committee**
It was shared that Mr. Childress has not yet been elected to a subcommittee. This matter was previously discussed with him with the decision made to serve on the Bylaws Committee. Chairperson, Andrea Martinez requested a motion to approve Jimmie Childress to serve on the Bylaws Committee. Motion was made by Nila Hogan; seconded by Teresa Fajardo. Motion carried unanimously.

**9. <u>Communications</u>**

a. Kern Head Start Budget vs. Actual Expenditures, March 1, 2020 through January 31, 2021
b. Kern Early Head Start Budget vs. Actual Expenditures, March 1, 2020 through January 31, 2021
c. Early Head Start San Joaquin Budget vs. Actual Expenditures, February 1, 2020 through January 31, 2021
d. Early Head Start Child Care Partnerships Budget vs. Actual Expenditures, March 1, 2020 through January 31, 2021
e. Parent Local Travel & Child Care through January 31, 2021
f. Parent Activity Funds through January 31, 2021
g. Kern Head Start and Early Head Start Non-Federal and In-Kind Report, March 1, 2020 through January 31, 2021
h. San Joaquin Early Head Start Non-Federal and In-Kind Report, February 1, 2020 through January 31, 2021
i. Head Start PRE-Report ~ January 2021
j. Policy Council Budget & Finance Committee Minutes ~ January 19, 2021 (English/Spanish)
k. Policy Council Planning Committee Minutes ~ February 2, 2021 (English/Spanish)
l. San Joaquin Family Justice Center (English/Spanish)
m. Wellness and Hope Programs ~ San Joaquin County
n. Kern County COVID-19 Vaccine Schedule (English/Spanish)
o. San Joaquin County COVID-19 Vaccine Schedule (English/Spanish)
p. Tax Preparation Document Checklist ~ Cal EITC 4 Me (English/Spanish)
q. CalEITC Flowchart ~ Cal EITC 4 Me (English/Spanish)
r. How to Plan Activities to Reduce Challenging Behavior ~ Backpack Connection Series (English/Spanish)
s. Children's Mobile Immunizations ~ February 2021 (English/Spanish)
t. The Great Leprechaun Hunt at Lodi Lake ~ March 1-7, 2021 Lodi, CA
u. Nurturing Parenting Classes ~ March 2, 2021 – May 25, 2021 First 5 Kern, Lamont Weedpatch Family Resource Center, Lamont Elementary School District (English/Spanish)
v. Drive-Thru Food Distribution ~ March 18, 2021 Merlo Gym Parking Lot, Stockton, CA
w. School Readiness Subcommittee Meeting Dates
x. Planning Subcommittee Meeting Dates
y. Budget & Finance Subcommittee Meeting Dates
z. Bylaws Subcommittee Meeting Dates
aa. Policy Council Meeting Dates

Teresa Fajardo made a motion to receive and file communication items (a) through (aa).

**10. <u>Program Governance Report</u> ~ Lisa Price**

Lisa thanked members for their attendance. She stated that information regarding the San Joaquin Family Justice Center is included in this months Policy Council packet so as to provide similar information to the families we serve in San Joaquin County. Lisa also shared an additional flyer is also included which outlines wellness and hope programs/services offered in cooperation with the SJC Family Justice Center covering a variety of subject areas including, emotional, financial, physical, and generational concerns. It was noted that the County COVID-19 Vaccine Schedule included in members' packets has since been updated to include phase 1b tier 1. This includes those at risk of exposure at work in the field of education, childcare, emergency services and food and agriculture. Lisa also shared information regarding the California Earned Income Tax Credit and Young Child Tax Credit as well as information outlining the necessary documents when having your taxes prepared. The Backpack Connection series flyer was discussed, noting the topic for this month centers on strategies as to how parents can plan activities to help reduce challenging behaviors. Lisa invited members to participate in the virtual Read Across America event. She encouraged members to record themselves reading a story then uploading to one (or more) CAPK Head Start's social media platforms. Lisa expressed her appreciation and thanked members for their time.

**11. <u>Community Representative Report</u> ~ Nila Hogan**

Nila shared that kindergarten enrollment has started for most schools. She also stated the information she will be discussing was emailed to members in both English and Spanish. These flyers discuss what transitional kindergarten is as well as the kindergarten enrollment process. Nila stressed the importance of dates in determining what "grade" your child is eligible for. She shared if you have a child who will be 5 years old after September 2, 2021 – December 2, 2021, they are only eligible for transitional kindergarten (at the district level). However, children who are 5 years old between January 1, 2021 – September 1, 2021 are eligible for kindergarten. Nila also shared that physicals are required noting these appointments fill up fast so parents should schedule them as soon as possible. If you are not sure what school district you reside in, Nila suggested to look at the school closest to you and view their website. This will provide you with your local school district from there you can then access the district's website to obtain specific information.

**12. <u>Early Head Start San Joaquin Report</u> ~ Rosalinda Valencia**

Rosalinda provided the EHS San Joaquin report, sharing the program received a donation of books from C&S Wholesales Grocers in honor of Martin Luther King's Birthday with each family to receive 2 books. However, due to COVID employees from C&S will not be able to read to classrooms in person so they have created a video link showing employees reading stories. In collaboration with the Family Engagement team in Kern there have been three Ready Rosie workshops presented with two in English and one in Spanish with an additional Spanish workshop scheduled for February 24, 2021. Two parent seminars were conducted offering parents the opportunity to hear a variety of topics. There will be two upcoming workshops on Understanding an Individualized Family Service Plan: IFSP. One workshop will be held in English on February 25, 2021 with another in Spanish on February 26, 2021. The monthly informational S'more newsletter was sent out containing information on the Pyramid Model Backpack series, the Father Family Engagement Calendar and more. The newsletter has received over 400 views to date! Rosalinda shared enrollment information for EHS San Joaquin noting 121 children are enrolled in center base and 92 children are enrolled in home base for a total enrollment of 213.

**13. <u>Early Head Start Child Care Partnership Report</u> ~ Nicole Callahan**

Rosita Curry introduced Nicole Callahan, EHS Child Care Partnership Coordinator. Rosita shared with members the many roles in the child development field Nicole's had during her time with the agency. In providing the EHS Partnership report, Nicole shared that each month a S'more newsletter is created and sent to families, staff, community partners and other organizations. To date it has received over 700 views. The S'more newsletter is a great way to showcase all the wonderful things that are taking place in the program and a great tool in keeping partners informed. The newsletter helps to support with recruitment as well. The Parents on a Mission leadership program is expected to relaunch mid-March with a classes in both English and Spanish. Family advocates recently launched the ReadyRosie *Give Me Ten* workshops. These monthly workshops are designed with busy parents in mind

who have 10 minutes to spare. Using data obtained from a parent survey aided Family Advocates in tailoring these workshops to support the needs of their centers. Family Advocates have also helped to establish 76 family goals and have provided over 240 resources to families. In the month of February, they have assisted 4 parents in finding new employment. Partnership files were brought in for review with minimal findings. This data helps to identify training needs for advocates as well as for EHS Child Care partners to help to strengthen program practices. In conclusion, Nicole shared that staff recently received a variety of personal protective items including, vacuums, smocks, ergonomic chairs, and printers to support working from home.

14. **Board of Director's Report ~ Jimmie Childress**
    Mr. Childress did not have anything to report at this time.

15. **Director's Report (HS/State Child Development) ~ Yolanda Gonzales**
    Yolanda thanked members for their participation and commitment. She thanked everyone for their continued support as we continue to implement our safety practices and protocols at all of our sites. Yolanda added that she knows there have been challenges at times. There have been instances where parents have gone to drop their child off only to find the classroom has had to close due to staffing. She shared that our first priority is to ensure we are practicing safety protocols and following guidelines set forth for the safety of children, staff, and families. She knows this can be difficult for families who have had to obtain alternate childcare in these situations. Yolanda further stated that due to public health guidelines we are not permitted to bring in any additional staff (substitutes). This stems from potential exposure, we don't want to create any further risk that may occur. Yolanda asked for continued patience adding that we are hopeful things will return to some sense of normalcy soon as the vaccination is being made available to our staff stating vaccination is of course voluntary. Yolanda shared that we would continue to ensure safety as our priority. She thanked staff for all of their work in the classroom and parents for supporting teachers as well as supporting their children with at home activities and school readiness skills. Yolanda also mentioned that at this time she is aware districts are looking at reopening some of their classrooms and we may perhaps model a hybrid process for our part year programs. She is conducting meetings and discussing this topic with assistant directors and staff. Yolanda again thanked parents for their support, adding that we are doing everything we can to keep our doors open because we know how important it is for children to be in the classroom getting those experiences. In closing Yolanda encouraged parents to reach out should they have any questions, noting that she is available as is Lisa.

16. **Policy Council Chairperson ~ Andrea Martinez**
    Andrea thanked everyone for their attendance. She also urged everyone to utilize the resources provided whether it be for themselves and/or to share with someone else who may also benefit from the information provided. Andrea encouraged members to be a little more aware of each other and to take a minute to make sure those around us are doing okay.

17. **Adjournment ~ Chairperson**
    The next Policy Council meeting will take place on March 23, 2021 at 5:30 p.m. Meeting adjourned at 6:16 p.m.

**ASOCIACIÓN DE ACCIÓN COMUNITARIA DE KERN**
**RESUMEN LA JUNTA DEL CONCILIO DE PÓLIZA**
**23 de febrero, 2021**
**Número de identificación para Teleconferencia: 921 153 883#**
**Por Orden Ejecutiva Gubernamental N-25-20**

1. **Convocación de Reunión**
   Andrea Martínez presidenta, llamo la junta al orden a las 5:33 p.m.
   a. Momento de silencio
   b. Lectura de la promesa de Acción Comunitaria
   *"Acción Comunitaria cambia la vida de las personas, encarna 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 a ayudarse a sí mismos y a los demás."*

2. **Pase de lista /establecimiento de cuórum**
   La secretaria Águeda Hernández pasó lista; se estableció cuórum.
   Miembros del concilio de póliza presentes: Brittany Dunbar, Imelda Félix, Águeda Hernández, Kaylonie Howard, Ashley McAllister, Andrea Martínez, Jimmie Childress, Rosalinda Valencia, Nila Hogan, Laura Gonzales, Teresa Fajardo

3. **Aprobación de Agenda** ***ACCIÓN**
   a. Nila Hogan presentó una propuesta para la aprobación de la agenda fechada el 23 de febrero, 2021, secundada por Laura Gonzales. Propuesta aprobada por unanimidad.

4. **Aprobación de minutos** Presidente ***ACCIÓN**
   a. Teresa Fajardo presentó una propuesta para la aprobación de los minutos fechados el 26 de enero, 2021; esta fue secundada por Laura Gonzales. Propuesta aprobada por unanimidad.

5. **Presentación de Invitados / Foro Público**
   Los siguientes invitados estuvieron presentes: Yolanda Gonzales, directora de Head Start y desarrollo infantil; Jerry Meade, asistente del director del programa Head Start y desarrollo infantil estatal; Leslie Mitchell, asistente del director del programa Head Start y desarrollo infantil estatal división de educación; Gloria Barbero, asistente del director del programa Head Start y desarrollo infantil estatal-San Joaquín; Sylvia Ortega, administradora de control de calidad; Esperanza Contreras, administradora de la asociación; Carolyn Coffey administradora de servicios de apoyo y educación; LeTisha Brooks, administradora del programa; Vanessa Cortez, analista administrativa; Rosa Del Toro, gerente del programa; Rosita Curry, gerente de los programas de servicios a domicilio y la asociación de cuidado infantil EHS; María Guadian, gerente de incorporación y participación familiar; Ginger Méndez, gerente de asistencia e inscripción; Heather McCarley, gerente de finanzas; Nicole Nino, especialista de participación familiar y supervisora de programas de servicios a domicilio; Nicole Callahan, coordinadora del programa EHS y la asociación, Mayra Martínez, asistente de la directora de Head Start y desarrollo infantil estatal; Lisa Price, coordinadora del programa de gobernanza; Kelly Velásquez, defensora de víctimas, fiscal del distrito del condado de Kern – centro de justicia familiar
   a. *El público que desee dirigirse al Concilio de Póliza puede hacerlo en este momento. Sin embargo, el concilio no tomará ninguna acción, sólo referirá al personal para su estudio y análisis.* ***Los oradores están limitados a cinco minutos cada uno.*** Si más de una persona desea tocar el mismo tema, se otorgará un total de 10 minutos. Favor de proporcionar su nombre antes de su presentación. *Gracias.*
   Ninguno

6. **Reportes de Comités Permanentes**
   a. **Comité de preparación escolar**
      El comité de preparación escolar se reunió el 11 de febrero, 2021. Amanda Espitia proporcionó

una descripción general sobre la educación y como se relaciona con la preparación escolar. La preparación escolar se integra en todos los programas, desde los bebés (Early Head Start) hasta las aulas preescolares de Head Start. El equipo de educación ha implementado lecciones de aprendizaje virtuales, así como también calendarios de aprendizaje virtuales (EHS). Así mismo, han enviado boletines educativos mensuales (S'mores) a los padres y los empleados. Se presentaron sugerencias de como los padres pueden participar en la planeación de lecciones. Entre estas se incluyen participar en las actividades de la planeación de lecciones y firmarlas semanalmente, así como preguntarle al menor sobre los estudios semanales, etc. Los padres pueden asistir al profesor de su hijo (a), recolectando observaciones y anotando las actividades y conversaciones que hubo en su diario. Las familias juegan un papel fundamental en ayudar a que sus hijos estén preparados para la escuela.

b. **Comité de planeación**
El comité de planeación se reunió el 2 de febrero, 2021, durante esta junta Vanessa Cortez, presentó la Evaluación de necesidades de salud de la comunidad de San Joaquín 2021. Se aclararon algunos puntos, y los miembros aprobaron el documento subsecuentemente. Se revisó también el reporte de Revisión y evaluación del programa, que entre varias cosas revisa las cifras de inscripción para todos los subsidios. También se revisaron las cifras del programa de alimentos para el cuidado infantil y de adultos. Se hizo hincapié sobre los más de 44,000 alimentos preparados durante el mes de enero por la cocina central.

c. **Comité de presupuestos y finanzas**
El comité de presupuestos y finanzas se reunió el 16 de febrero, 2021. Se presentaron los documentos actuares de los estados financieros reales de todos subsidios, así como los fondos de actividades de los padres y viajes locales. Todos estos documentos se encuentran en el paquete del concilio de pólizas. La próxima junta está programada para el 16 de marzo, 2021.

d. **Comité de estatutos**
El comité de estatutos se reunió por primera vez el 9 de febrero, 2021. Durante dicha reunión los miembros aprobaron las fechas de las reuniones del comité. Se discutió el propósito del comité del comité de estatutos, así como los papeles y responsabilidades de los miembros. Se revisó y se discutió con profundidad, cada sección de los estatutos del concilio de póliza. Las áreas que se revisaron incluyen: la composición de la membresía, los límites de participación, asistencia entre otros temas. El comité continuará examinando y discutiendo el resto del documento en juntas futuras. La próxima junta está programada para el 11 de mayo, 2021.

**7. <u>Presentaciones</u>**

a. **Centro de justicia familiar del condado de Kern ~ Kelly Velásquez, defensora de víctimas del fiscal del distrito del condado de Kern, centro de justicia familiar**
Kelly Velásquez, se presentó y proporcionó la información del centro de justicia familiar del condado de Kern (KCFJC, siglas en inglés). Establecida en el 2018, la agencia brinda servicios a víctimas de violencia doméstica, estos incluyen abuso de ancianos, abuso infantil, parejas, padres & niños, así como también víctimas de abuso sexual y tráfico humano. La idea para este centro era crear una agencia "para todos los servicios," en donde las victimas pueden obtener todos los servicios de emergencia inmediata. Este centro mantiene colaboración con varias agencias dentro y fuera de la oficina. Algunas de estas agencias son la Alianza contra la violencia intrafamiliar, y asalto sexual, quienes pueden asistir a los clientes con órdenes de restricción, acceso a algún albergue, consejería y muchos otros servicios. Otra de las agencias que se encuentran en la oficina es la oficina del condado de Kern que asiste con a las personas con problemas de salud mental, y servicios de recuperación quienes ofrecen servicios de consejería, terapia individual y familiar. También proporcionan servicios para las personas que sufren de abuso de substancias o problemas mentales. La agencia de servicios de manutención infantil del condado de Kern también está disponible en la misma oficina. Esta agencia asiste a la clientela a establecer la paternidad, el establecimiento y ejecución de órdenes de manutención de menores. Otra agencia disponible es la Asistencia Legal del área metropolitana de Bakersfield, quienes ofrecen servicios de connotación civil y legal, presentación de órdenes de restricción, así como asuntos de inmigración. Los defensores de la Unidad de servicios para víctimas del condado de Kern también se alojan en la misma oficina, su principal propósito es educar y apoyar a las

víctimas. A las víctimas se les educa sobre sus derechos y el proceso de justicia penal. Los defensores también proporcionan apoyo por medio de recursos y referencias, así como también en la intercesión en momentos de crisis desde el momento de presentar una denuncia hasta el proceso penal. Algunos otros servicios que esta unidad proporciona son asistencia con las declaraciones de impacto de la víctima, presentación y restitución de un reclamo ante el programa estatal de compensación para víctimas de delitos. Se informó a los presentes sobre la diferencia existente entre los socios del Centro de Justicia Familiar del condado de Kern y las agencias gubernamentales, así como también el significado de "la información privilegiada". Se pueden encontrar defensores de varias agencias por ejemplo el equipo de respuesta para la agresión sexual (S.A.R.T., siglas en inglés), las cuales se pueden encontrar en hospitales, unidades policiacas, la oficina del Fiscal de Distrito, el Centro de Justicia Familiar del condado de Kern, así como también en la escena del crimen. En esta oficina también cuentan con un coordinador de intervención para crisis, quien se enfoca específicamente en crímenes violentos en masa, estos involucran a más de tres víctimas. El centro también cuenta con defensores capacitados en situaciones de crisis quienes están disponibles 365 días del año y 24 horas al día. Kelly informó que, en el centro de Justicia Familiar exhortan a las personas a presentarse sin previa cita entre las 8:30 a.m. a las 4:00 p.m. La oficina se cierra durante la hora de almuerzo entre las 12 y la 1 de la tarde. También se les exhortó a llamar a la oficina para obtener mayor información o para cualquier pregunta u orientación que deseen obtener. El centro se ha estado funcionando durante la pandemia y se han tomado las medidas de precaución necesarias para garantizar asistencia a todas las víctimas. Su ubicación es 2101 Oak Street en Bakersfield y el número para llamar es el (661) 868-8410.

**8. <u>Nuevos Avisos</u>** ***ACCIÓN**

a. **Elección de Jimmie Childress al comité de estatutos**
Se informó al concilio que el Sr. Childress aún no había sido elegido para participar en un subcomité. Este asunto se había discutido previamente y se había llegado a la conclusión de que el Sr. Childress participaría en el comité de estatutos. La presidenta, Andrea Martínez solicitó una propuesta para aprobar la incorporación de Jimmie Childress al comité de estatutos. Nila Hogan presentó la propuesta, esta fue secundada por Teresa Fajardo. Propuesta aprobada por unanimidad.

**9. <u>Comunicaciones</u>**

a. Presupuesto de Head Start Kern vs. Gastos actuales, 1° de marzo 2020 al 31 de enero, 2021
b. Presupuesto Early Head Start Kern vs. Gastos actuales, 1° de marzo 2020 al 31de enero, 2021
c. Presupuesto Early Head Start San Joaquín vs. Gastos actuales, 1° de febrero 2020 al 31 de enero, 2021
d. Presupuesto de la asociación de cuidado infantil Early Head vs. Gastos actuales, 1° de marzo 2020 al 31de enero, 2021
e. Viajes locales para padres y cuidado infantil hasta el 31 de enero, 2021
f. Fondos de actividades para padres hasta el 31 de enero, 2021
g. Reporte de contribuciones internas y fondos no federales para Head Start y Early Head Start de Kern, del 1 de marzo 2020 al 31de enero, 2021
h. Reporte de contribuciones internas y fondos no federales para Early Head Start de San Joaquín, 1° de febrero 2020 al 31 de enero, 2021
i. Reporte PRE de Head Start ~ enero 2021
j. Resumen de la junta del comité de presupuestos y finanzas ~ 19 de enero, 2021 (inglés/español)
k. Resumen de la junta del comité de planeación ~ 2 de febrero, 2021 (inglés/español)
l. Centro de Justicia Familiar de San Joaquín (inglés/español)
m. Programas de bienestar y esperanza ~ Condado de San Joaquín
n. Horario de vacunación COVID-19 del condado de Kern (inglés/español)
o. Horario de vacunación COVID-19 del condado de San Joaquín (inglés/español)
p. Lista de documentación para la preparación de impuesto ~ Cal EITC 4 Me (inglés/español)
q. Diagrama de CalEITC ~ Cal EITC 4 Me (inglés/español)

r. Cómo planificar actividades para reducir comportamientos desafiantes ~ Serie de conexión de mochila (Backpack Connection) (inglés/español)
s. Vacunación móvil infantil ~ febrero 2021 (inglés/español)
t. La estupenda caza de duendes en el lago Lodi ~ 1 al 7 de marzo, 2021 Lodi, CA
u. Clases para padres ~ 2 de marzo al 25 de mayo, 2021 Primeros 5 Kern, Lamont Weedpatch Centro de recursos para la familia, distrito escolar de primarias de Lamont (inglés/español)
v. Distribución móvil de alimentos ~ 18 de marzo, 2021 Estacionamiento del gimnasio Merlo, Stockton, CA
w. Horario de juntas de subcomité de preparación escolar
x. Horario de juntas de subcomité de planeación
y. Horario de juntas de subcomité de presupuestos y fianzas
z. Horario de juntas de subcomité de estatutos
aa. Horario de juntas del concilio de póliza

Teresa Fajardo presentó una propuesta para recibir y archivar los componentes de comunicación desde la (a) hasta la (aa).

**10. <u>Reporte del programa de gobernanza</u> ~ Lisa Price**

Lisa agradeció a los miembros por su asistencia. Informó que la información sobre el Centro de Justicia para la Familia de San Joaquín se incluyó en el paquete del concilio de póliza de este mes, para poder proporcionar información similar para las familias a las que prestamos servicios en el condado de San Joaquín. También incluido en el paquete se encuentra un volante con información sobre los programas de servicios de bienestar y esperanza que se ofrecen en cooperación con el Centro de Justicia para la Familia del condado de San Joaquín. Estos servicios incluyen temas de índole emocional, financiera, física y de generación. Se enfatizó el tema del horario de vacunación COVID-19 del condado, el cual se actualizó y en este se inicia la fase 1b. En esta fase se incluye a personas que trabajan en los siguientes campos: educación, cuidado infantil, servicios de emergencia, alimentación y agricultura. Lisa ahondó en el tema sobre el Crédito Tributario del Ingreso por Trabajo de California, así como también el Crédito Tributario de Menores. También se incluyó una lista de documentación necesaria para la preparación de impuestos. Otro de los temas que se compartieron con los miembros fue el volante de la Conexión de Mochila, el cual proporciona información sobre la planeación de actividades para reducir comportamientos desafiantes. Lisa invitó a los presentes a participar en el evento virtual Leyendo a través de América. Les exhortó a hacer una grabación donde muestre a los participantes leyendo un cuento y enviándolo a una o múltiples plataformas de redes sociales de CAPK Head Start. Lisa expresó su aprecio y agradeció a los miembros por su participación.

**11. <u>Reporte del representante comunitario</u> ~ Nila Hogan**

Nila Informó que las inscripciones para el jardín de niños ya comenzaron en la mayoría de las escuelas, añadiendo que toda esta información se envió al correo electrónico de todos los miembros en inglés y español. Estos panfletos hablan sobre el concepto del jardín de niños transitorio, así como el proceso de inscripción para el mismo. Nila hizo hincapié sobre la importancia que la fecha de nacimiento juega en la determinación del grado que se le asignará al menor. Añadió que si un niño (a), cumple cinco años entre 2 de septiembre al 2 de diciembre, 2021, solo los hace elegibles para el jardín de niños transitorio (a nivel de distrito). Por otra parte, los niños que cumplieron 5 años entre el 1° de enero y el 1° de septiembre 2021, podrán inscribirse para el jardín de niños regular. Entre los requisitos necesarios para la inscripción son: exámenes físicos, se insta a los participantes a concertar una cita lo más pronto posible, ya que estas se acaban rápidamente. Si alguna persona no está segura del distrito escolar en el que reside, se les sugiere buscar en línea la escuela más cercana. Esta búsqueda arrojará los resultados del distrito escolar al que pertenece para obtener información específica.

**12. <u>Reporte de Early Head Start de San Joaquín</u> ~ Rosalinda Valencia**

Rosalinda proporcionó el informe de EHS de San Joaquín, informando que el programa recibió una donación de libros de la cadena C&S Wholesales Grocers, en honor al natalicio de Martin Luther King; cada familia recibió 2 libros. Desafortunadamente, debido a la pandemia COVID, se les ha prohibido a los empleados de C&S leer los libros en persona, pero han creado un enlace de video en donde

muestran a los empleados leyendo cuentos. Con la colaboración del equipo de Compromiso Familiar de Kern, se han realizado tres talleres de Ready Rosie, dos en inglés y uno en español añadiendo que se ha programado otro taller en español para el 24 de febrero, 2021. También se han llevado a cabo dos seminarios para padres, en donde se les proporcionó una variedad de información sobre diferentes temas. Se han programado dos talleres para los padres interesados en aprender el significado de un Plan Individualizado para la Familia (IFSP, siglas en inglés). El 25 de febrero, 2021 se llevará a cabo el taller en inglés, seguido por el taller en español al día siguiente 26 de febrero del año en curso. El boletín informativo S'more se envió, en este boletín se ha incluido información sobre el Modelo Pirámide de las series de mochila, el calendario de actividades para la participación varonil entre muchos otros temas. Este boletín ha recibido más de 400 visitas hasta la fecha. Rosalinda también compartió la información del reporte de inscripción de San Joaquín, en donde muestra la inscripción de 121 niños en las guarderías, y 92 en el programa instrucción a domicilio, esto suma un total de 213 niños inscritos.

13. **<u>Reporte de la asociación de cuidado infantil Early Head Start</u> ~ Nicole Callahan**
Rosita Curry presentó a Nicole Callahan, coordinadora de la asociación de cuidado infantil EHS. Rosita procedió a informar la vasta experiencia de Nicole en el campo de desarrollo infantil, durante su empleo dentro de la agencia. Durante su presentación del reporte, Nicole informó que cada mes, se crea un boletín informativo S'more el cual se envía a las familias, organizaciones asociadas con la nuestra, así como algunas otras y finalmente se envía al nuestro personal. Añadió que hasta la fecha se han registrado más de 700 visitas para el mismo. Este boletín es una excelente vía de comunicación donde se muestran los excelentes avances que suceden dentro del programa, así como también pasa a ser una buena herramienta para mantener informados a todas las organizaciones asociadas. Este boletín, es también un medio de apoyo para las inscripciones. El programa de liderazgo de Padres en Misión reanudará sus clases a mediados de marzo en ambos idiomas; inglés y español. Los intercesores de familias reiniciaron los talleres ReadyRosie, *dame diez*. Estos talleres mensuales están diseñados para padres con múltiples obligaciones, en este que les exhorta a tomar 10 minutos de su tiempo libre. Los intercesores de familias utilizaron los resultados de una encuesta para padres para realizar la creación de estos talleres, los cuales apoyan a las guarderías. Los mismos intercesores ayudaron a establecer objetivos para 76 familias y también han compartido más de 240 recursos. Durante el mes de febrero, ayudaron a 4 padres a conseguir empleo. La revisión de archivos de la asociación dio resultados positivos con mínimos errores. Estas revisiones, ayudan al programa a identificar necesidades de capacitación para los intercesores y los asociados de cuidado infantil de EHS, así como también ayudan a fortalecer el cumplimiento de las reglas del programa. Por último, Nicole informó que el personal recibió recientemente equipo de protección personal, algunos de los artículos distribuidos fueron: aspiradores, batas, sillas ergonómicas e impresoras para apoyar las funciones desde casa.

14. **<u>Reporte de la junta directiva</u> ~ Jimmie Childress**
El Sr. Childress no tuvo nada que reportar por el momento.

15. **<u>Reporte de la directora (HS/Desarrollo Infantil Estatal)</u> ~ Yolanda Gonzales**
Yolanda agradeció a los miembros por su entrega y participación. Agradeció a cada uno por su continuo apoyo en la implementación de prácticas y protocolos de seguridad en todas nuestras instalaciones. Yolanda reconoció que nos hemos encontrado con bastantes desafíos. Se han presentado ocasiones en donde los padres llegan a dejar a su niño (a) a la guardería, y ahí se les informa que la clase ha sido cancelada, debido a la falta de personal. Agregó que nuestra prioridad es proseguir con las reglas, protocolos y regulaciones establecidas para salvaguardar la seguridad de los alumnos, familias y personal docente. Reconoce que esto puede resultar desafiante para las

familias, ya que se ven forzadas a encontrar recursos alternos para el cuidado infantil. Yolanda informó que, debido a los reglamentos establecidos para la salud pública, no se nos permite contratar personal adicional (substitutos). Esto arriesgaría a un posible contagio y de esta manera estamos evitando un riesgo innecesario. Yolanda les pidió a los padres que tuvieran paciencia, ya que contamos con la esperanza que podamos volver a nuestras actividades normales en cuanto la vacuna se ponga a disposición para nuestro personal, enfatizando que esta decisión es voluntaria. Continuó enfatizando que la seguridad es nuestra prioridad. También agradeció al personal docente por todos los esfuerzos en las aulas y a los padres por apoyar a los maestros y alumnos tanto en los salones, así como en las actividades de preparación escolar. Yolanda menciono que está al tanto de las maniobras que se están desarrollando en los distritos escolares, ya que se está considerando la posibilidad de reapertura e indicó que nuestros programas contemplarían la posibilidad de establecer un proceso similar para las clases de medio año. Yolanda agregó que ha estado concertando juntas informativas con los subdirectores y el personal. Nuevamente agradeció a los padres por su continuo apoyo, agregando que estamos haciendo todo lo posible para mantener abiertas nuestras funciones porque sabemos lo importante que es para alumnos obtener los conocimientos en un aula. Yolanda exhortó a todos los padres a continuar buscando respuestas a sus preguntas, señalando su disponibilidad, así como también la de la señora, Lisa.

16. **<u>Avisos de la presidenta del Concilio de Póliza</u> ~ Andrea Martínez**
    Andrea agradeció a los presentes por su asistencia. Les exhortó a utilizar la información que se proporciona, ya sea para sí mismos u otras personas que, se podrían beneficiar de esta misma. Añadió que deberían practicar un poco de conciencia de las personas a su alrededor y tomarse un minuto para asegurar el bienestar de los demás.

17. **<u>Conclusión</u> ~ presidenta**
    La próxima junta del concilio de póliza se llevará a cabo el 23 de marzo, 2021 a las 5:30. La junta concluyó a las 6:16 p.m.

# MEMORANDUM

**To:** Policy Council

*Vanessa Cortez*

**From:** Vanessa Cortez, Administrative Analyst

**Date:** March 23, 2021

**Subject:** Early Head Start Childcare Partnership Change of Scope Request – **Action Item**

Early Head Start Childcare Partnership (EHS CCP) staff is requesting approval to submit a change of scope amendment that would reduce our funded enrollment from 152 to 149. With this change, the program intends to increase direct service slots to 8, for a total of 32. The Office of Head Start (OHS) requirement 45 CFP Part 75.308 states that any grantee implementing a budget modification due to a change of scope must acquire written approval prior to implementing any changes. Approval from the Board of Directors is also a required component.

Efforts to establish an additional partner to serve the remaining 11 slots have not been successful. Therefore, CAPK is requesting the utilization of a direct service-based model to serve 8 toddlers. Staff has identified a location to serve these 8 slots at Oasis in the city of Ridgecrest. Assessments of the required reconfiguration and square footage demonstrate that the facility can support the increase in enrollment. Furthermore, our community needs assessment revealed that approximately 12% of children under 5 years of age are eligible for Head Start services, yet there are no subsidized center-based childcare options in the community that serve toddlers. As with the other 141 slots, CAPK will manage the development, implementation, and evaluation of early learning theories that are researched-based.

This amendment will position our program to reach full enrollment. These 8 EHS slots will be funded by Early Head Start and USDA funding. CAPK will not need to request additional funds to support this amendment. In consultation with Finance, this proposal includes a budget revision. You will note a reduction in contractual fees and an increase in personnel/fringe and classroom supplies.

The change of scope updates will be implemented upon approval from the Office of Head Start. Therefore, this action items will support the delivery of services for the funding period beginning on March 1, 2021 and ending on February 28, 2022.

**Recommendation**

Staff recommends the Policy Council approves the submission of the EHS CCP Change of Scope – 2021 for the EHS grant #09HP00163.

Attachments:
EHS CCP Change of Scope Budget Detail – 2021

**EARLY HEAD START**

**Child Care Partnerships and Center Based Expansion**

Child and Adult Care Food Program

California Department of Education

**2021-2022 BUDGET DETAIL REVISION 1**

| BUDGETED EXPENSES | 2021-2022 Original | 2021-2022 As Revised | Variance | Comments |
|---|---|---|---|---|
| **PERSONNEL** | **865,809** | **986,787** | **120,978** | Variance is due to an increase in teaching staff (4) and the added allocation of a Site Supervisor II |
| **FRINGE BENEFITS** | **242,012** | **248,266** | **6,254** | Variance is due to an increase in teaching staff (4) and the added allocation of a Site Supervisor II |
| **TRAVEL** | **5,294** | **5,294** | | |
| **EQUIPMENT** | | | | |
| **SUPPLIES** | | | | |
| Office Supplies | 5,542 | 6,674 | 1,132 | Additional office supplies required for 1 classroom |
| Child and Family Services Supplies | 15,990 | 24,120 | 8,130 | Increased budget for consumable supplies for 8 additional toddlers |
| Food Services Supplies | 5,880 | 7,840 | 1,960 | Increased budget for food services supplies for 8 additional toddlers |
| Other Supplies | 26,062 | 27,047 | 985 | Increase in maintenance and janitorial supplies for 1 classroom |
| **SUPPLIES** | **53,474** | **65,681** | **12,207** | |
| **CONTRACTUAL** | | | | |
| Administrative Services | 150 | 150 | | |
| Software support/maintenance | 4,712 | 4,712 | | |
| Payments to Child Care Partners | 1,073,964 | 963,804 | (110,160) | Removal of 11 EHS contract-based slots and decrease in loss of subsidy |
| **CONTRACTUAL** | **1,078,826** | **968,666** | **(110,160)** | |
| **OTHER** | | | | |
| 2. Rent | 58,418 | 58,418 | - | |
| 4. Utilities | 67,150 | 67,150 | - | |
| 5. Building & Child Liability Insurance | 7,350 | 7,350 | - | |
| 6. Maintenance, Repair, Other Occupancy | 67,910 | 49,910 | (18,000) | |
| 9. Nutrition Services | 35,280 | 47,040 | 11,760 | Expected vacancy rates reduced due to the COVID-19 vaccination |
| 10. Child Services Consultants | 3,000 | 1,250 | | |
| 13. Parent Services | 1,010 | 995 | | |
| 15. Publications/Advertising/Printing | 3,250 | 750 | | |
| 16. Training & Staff Development | 29,393 | 29,393 | | |
| 17. Other | 8,330 | 5,330 | | |
| **OTHER** | **281,091** | **267,586** | **(6,240)** | Decrease in program equipment and vehicle operation expenses |
| **INDIRECT** | **242,875** | **244,553** | **1,678** | 10% de minimus |
| **TOTAL BUDGETED EXPENSES** | **$ 2,769,381** | **$ 2,786,834** | **$ 24,718** | |

| REVENUES | 2021-2022 | 2021-2022 | Variance | |
|---|---|---|---|---|
| Early Head Start Program Operations | 2,398,407 | 2,398,407 | - | |
| Early Head Start Training & Technical Assistance | 56,185 | 56,185 | | |
| Child & Adult Care Food Program | 22,438 | 39,890 | 17,452 | Expected vacancy rates reduced due to the COVID-19 vaccination |
| CDE General Child Care (CCTR) | 292,352 | 292,352 | (0) | |
| **TOTAL REVENUES** | **$ 2,769,382** | **$ 2,786,834** | **$ 17,452** | |

**SUMMARY**

| | |
|---|---|
| TOTAL REVENUES | $ 2,786,834 |
| TOTAL BUDGETED EXPENDITURES | 2,786,834 |
| **DIFFERENCE** | **$ 0** |

**ESTIMATED ADMINISTRATIVE COST** **8.31%**

o

# MEMORANDUM

To: Budget & Finance Committee of the Policy Council

From: Heather McCarley, Finance Manger

Date: March 16, 2021

Subject: *Head Start - Kern*
Budget to Actual Report for the period ended February 28, 2021 – **Info Item**

---

The Office of Head Start has awarded CAPK the full amount of its Head Start and Early Head Start grant for a five-year budget period, the second-year budget period is March 1, 2020 through February 28, 2021.

The following are highlights of the Kern Head Start Budget to Actual Report for the period of March 1, 2020 through February 28, 2021. Twelve months (100.0%) of the 12-month budge period have elapsed.

## Base Funds

Overall expenditures are at 95% of the budget, which is on trend with expenditures at this point in the prior budget period. The budget revisions that were brought to the Board and the Policy Council have been approved. The request to carryover the unexpended funding into the next budget will be submitted once we have finalized numbers for the end of the current budget period.

## Training & Technical Assistance Funds

Overall expenditures are at 74% of the budget.

## Carryover Funds

Overall expenditures are at 9% of the budget. Carryover projects will be carried over into the next budget period.

## COVID Cares Funds

Overall expenditures are at 36% of the budget. The unexpended funds will be carried over into the new budget period.

**Non-Federal Share (Head Start and Early Head Start combined)**

Non-Federal share is at 112% of the budget.

**Community Action Partnership of Kern**
**Head Start - Kern**
**Budget to Actual Report**
*Budget Period: March 1, 2020 - February 28, 2021*
Report Period: March 1, 2020 - February 28, 2021
Month 12 of 12 (100.0%)

Prepared 3/12/2021

| BASE FUNDS | BUDGET | ACTUAL | REMAINING | % SPENT | % REMAINING |
|---|---|---|---|---|---|
| PERSONNEL | 9,818,776 | 8,699,267 | 1,119,509 | 89% | 11% |
| FRINGE BENEFITS | 3,060,914 | 2,706,316 | 354,598 | 88% | 12% |
| TRAVEL | 0 | 0 | 0 | | |
| EQUIPMENT | 0 | 0 | 0 | | |
| SUPPLIES | 544,252 | 576,136 | (31,884) | 106% | -6% |
| CONTRACTUAL | 110,999 | 97,334 | 13,665 | 88% | 12% |
| CONSTRUCTION | 0 | 0 | 0 | | |
| OTHER | 2,688,652 | 3,205,909 | (517,257) | 119% | -19% |
| INDIRECT | 1,561,956 | 1,528,496 | 33,460 | 98% | 2% |
| **TOTAL BASE FUNDING** | **17,785,549** | **16,813,457** | **972,092** | **95%** | **5%** |
| **TRAINING & TECHNICAL ASSISTANCE** | | | | | |
| TRAVEL | 45,136 | 2,035 | 43,101 | 5% | 95% |
| SUPPLIES | 23,986 | 12,084 | 11,902 | 50% | 50% |
| CONTRACTUAL | 10,005 | 4,125 | 5,880 | 41% | 59% |
| OTHER | 82,315 | 101,686 | (19,371) | 124% | -24% |
| INDIRECT | 16,144 | 11,993 | 4,151 | 74% | 26% |
| **TOTAL TRAINING & TECHNICAL ASSISTANCE** | **177,586** | **131,922** | **45,664** | **74%** | **26%** |
| **CARRYOVER** | | | | | |
| CONSTRUCTION | 1,874,586 | 120,550 | 1,754,036 | 6% | 94% |
| OTHER | 0 | 36,514 | | | |
| INDIRECT | 0 | 3,645 | (3,645) | | |
| **TOTAL CARRYOVER** | **1,874,586** | **160,709** | **1,750,391** | **9%** | **91%** |
| **COVID CARES** | | | | | |
| SUPPLIES | 631,304 | 335,128 | 296,176 | | |
| OTHER | 420,869 | 25,295 | 395,574 | | |
| INDIRECT | 105,217 | 57,130 | 48,087 | | |
| **TOTAL COVID CARES** | **1,157,390** | **417,554** | **739,836** | **36%** | **64%** |
| **GRAND TOTAL HS FEDERAL FUNDS** | **20,995,111** | **17,523,642** | **3,507,983** | **83%** | **17%** |

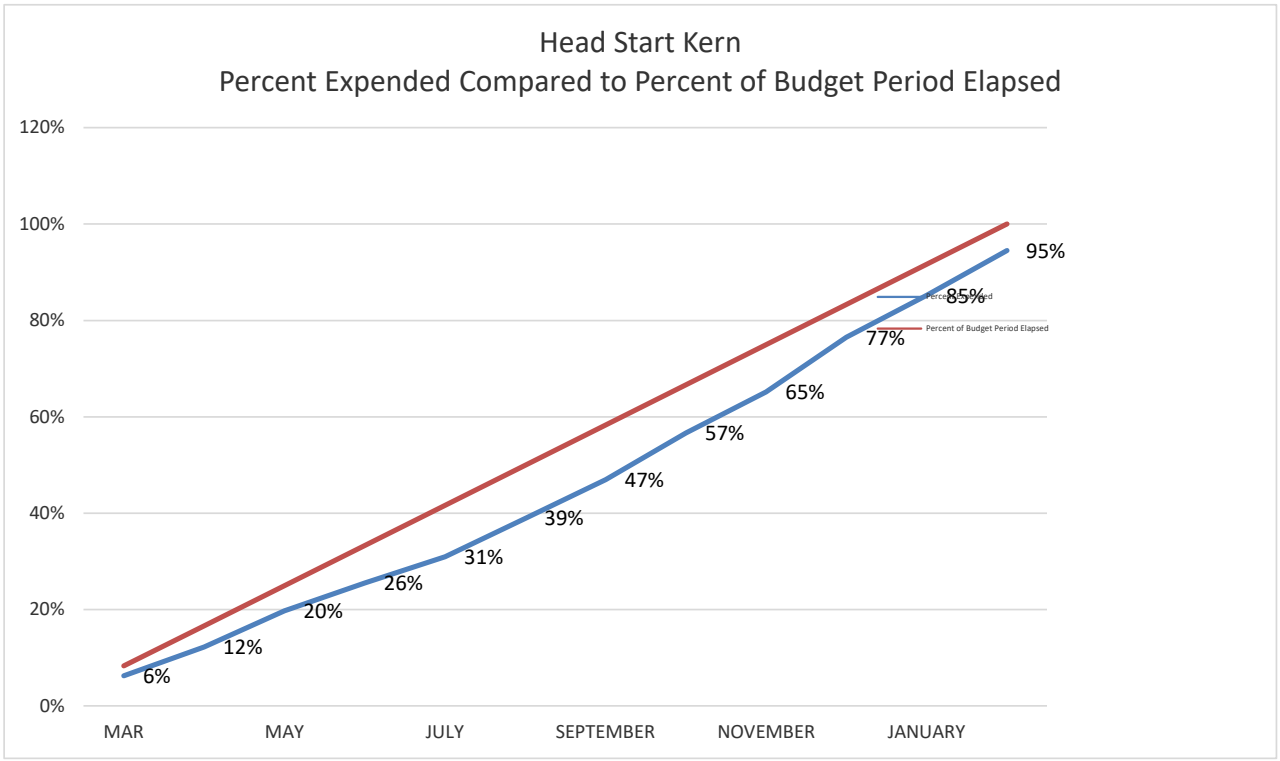
**HEAD START and EARLY HEAD START KERN NON-FEDERAL SHARE**

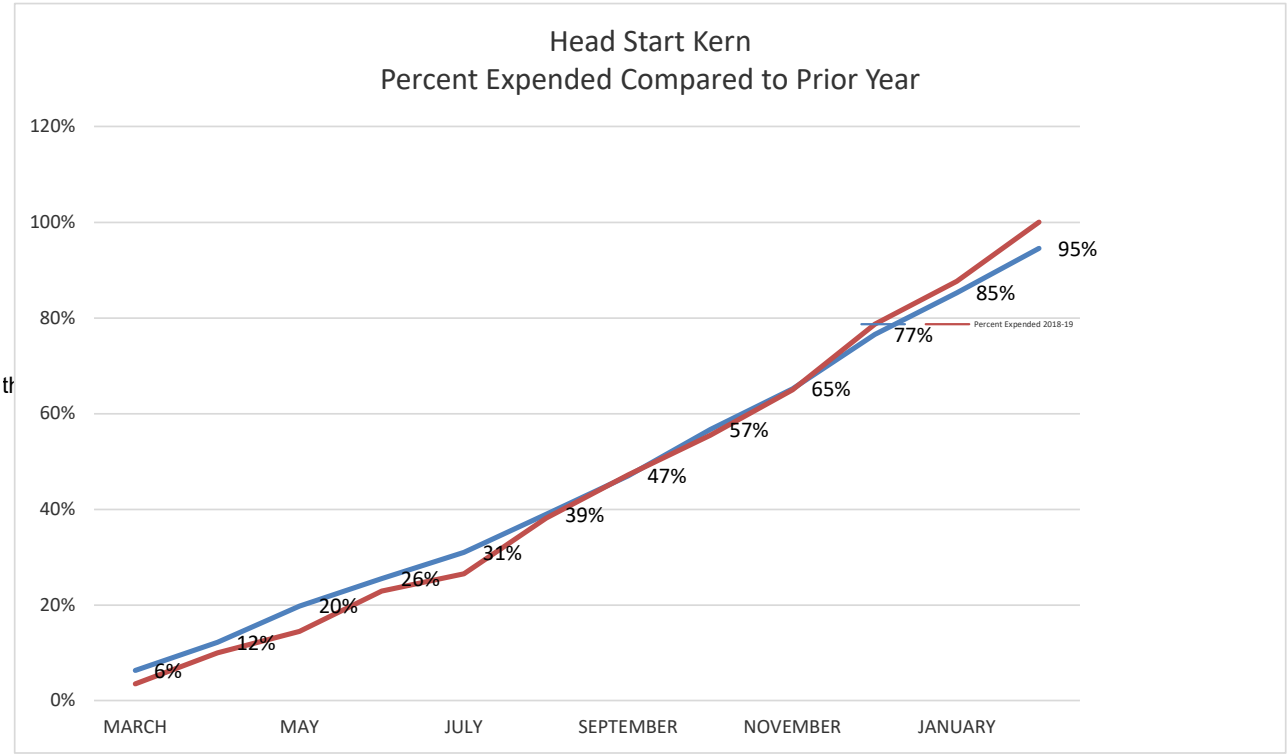
| SOURCE | BUDGET | ACTUAL | REMAINING | % SPENT | % REMAINING |
|---|---|---|---|---|---|
| IN-KIND | 1,567,638 | 1,347,415 | 220,223 | 86% | 14% |
| CALIF DEPT OF ED | 5,130,608 | 6,122,857 | (992,249) | 119% | -19% |
| **TOTAL NON-FEDERAL** | **6,698,246** | **7,470,272** | **(772,026)** | **112%** | **-12%** |

Budget reflects Notice of Award #09CH011132-02-02
Actual expenditures include posted expenditures and estimated adjustments through 2/28/2021
**Administrative Cost for HS and EHS Kern** **7.3%**

## Agency-Wide Credit Card Report

| | CURRENT | 1 TO 30 | 31 TO 60 | 61 TO 90 | TOTAL | STATEMENT DATE |
|---|---|---|---|---|---|---|
| **Wells Fargo** | 10,107 | | | | **10,107** | 3/2/2021 |
| **Lowe's** | - | | | | **0** | 1/25/2021 |
| **Smart & Final** | - | | | | **0** | 2/1/2021 |
| **Save Mart** | - | | | | **0** | 2/2/2021 |
| **Chevron & Texaco Business Card** | 5,424 | | | | **5,424** | 3/6/2021 |
| **Home Depot** | 7,739 | | | | **7,739** | 3/5/2021 |
| | **23,269** | **0** | **0** | **0** | **23,270** | |


Head Start Kern
Percent Expended Compared to Percent of Budget Period Elapsed
120%
100%
80%
60%
40%
20%
0%
MAR
MAY
JULY
SEPTEMBER
NOVEMBER
JANUARY
6%
12%
20%
26%
31%
39%
47%
57%
65%
77%
85%
95%
Percent of Budget Period Elapsed


Head Start Kern
Percent Expended Compared to Prior Year
120%
100%
80%
60%
40%
20%
0%
MARCH
MAY
JULY
SEPTEMBER
NOVEMBER
JANUARY
6%
12%
20%
26%
31%
39%
47%
57%
65%
77%
85%
95%
Percent Expended 2018-19

# MEMORANDUM

To: Budget & Finance Committee of the Policy Council

From: Heather McCarley, Finance Manger

Date: March 16, 2021

Subject: *Early Head Start - Kern*
Budget to Actual Report for the period ended February 28, 2021 – **Info Item**

---

The Office of Head Start has awarded CAPK the full amount of its Head Start and Early Head Start grant for a five-year budget period, The second-year budget period is March 1, 2020 through February 28, 2021.

The following are highlights of the Kern Early Head Start Budget to Actual Report for the period of March 1, 2020 through February 28, 2021. Twelve months (100.0%) of the 12-month budge period have elapsed.

## Base Funds

Overall expenditures are at 86% of the budget. The budget revisions that were brought to the Board and the Policy Council have been approved. The request to carryover the unexpended funding into the next budget will be submitted once we have finalized numbers for the end of the current budget period.

## Training & Technical Assistance Funds

Overall expenditures are at 73% of the budget.

## Carryover Funds

Overall expenditures are at 4% of the budget. The Carryover projects will be carried forward into the new budget period, as well.

## COVID Cares Funds

Overall expenditures are at 48% of the budget. The unexpended funds will be carried over into the new budget period.

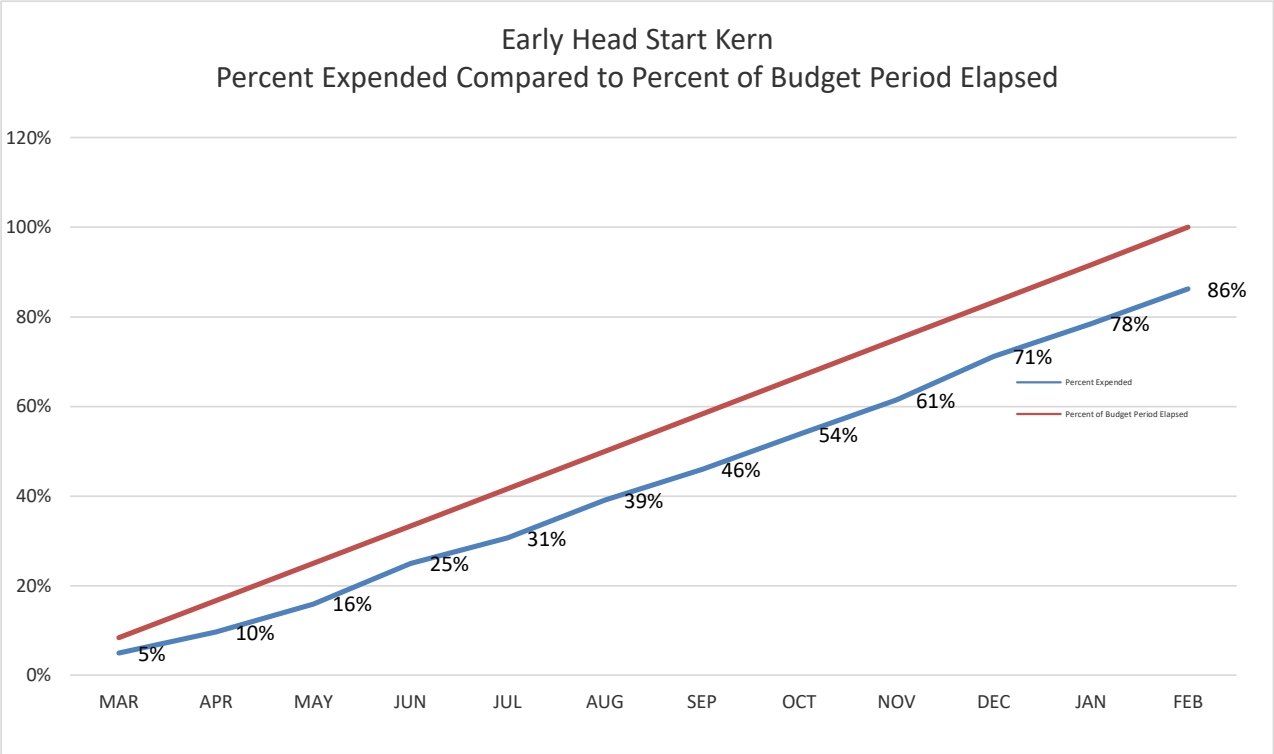
**Community Action Partnership of Kern**
**Early Head Start - Kern**
**Budget to Actual Report**
*Budget Period: March 1, 2020 - February 28, 2021*
Report Period: March 1, 2020 - February 28, 2021
Month 12 of 12 (100.0%)

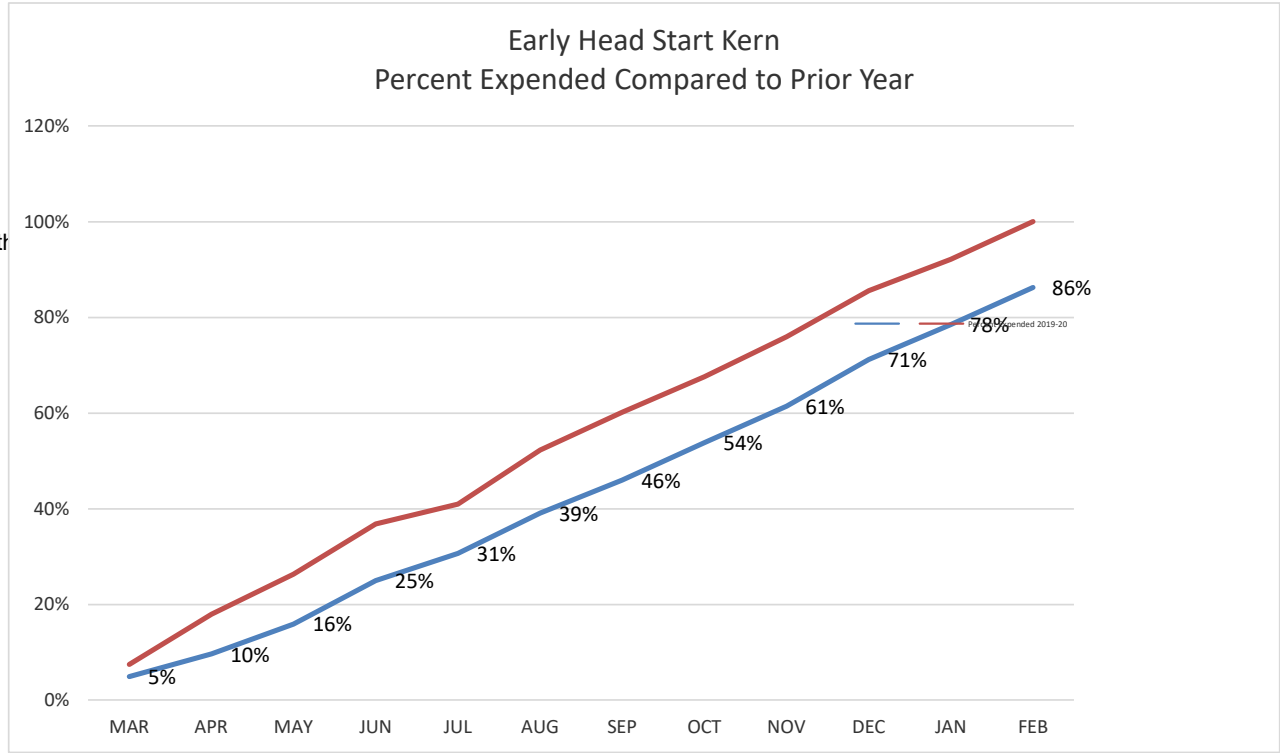
Prepared 3/12/2021

| BASE FUNDS | BUDGET | ACTUAL | REMAINING | % SPENT | % REMAINING |
|---|---|---|---|---|---|
| PERSONNEL | 4,462,290 | 4,470,619 | (8,329) | 100% | 0% |
| FRINGE BENEFITS | 1,659,459 | 1,260,381 | 399,078 | 76% | 24% |
| TRAVEL | 0 | 0 | 0 | | |
| EQUIPMENT | 0 | 0 | 0 | | |
| SUPPLIES | 390,472 | 303,134 | 87,338 | 78% | 22% |
| CONTRACTUAL | 37,099 | 27,432 | 9,667 | 74% | 26% |
| CONSTRUCTION | 610,998 | 0 | 610,998 | | |
| OTHER | 953,456 | 927,367 | 26,089 | 97% | 3% |
| INDIRECT | 799,530 | 698,893 | 100,637 | 87% | 13% |
| **TOTAL BASE FUNDING** | **8,913,304** | **7,687,825** | **1,225,479** | **86%** | **14%** |
| **TRAINING & TECHNICAL ASSISTANCE** | | | | | |
| TRAVEL | 36,140 | 843 | 35,297 | 2% | 98% |
| SUPPLIES | 6,807 | 4,426 | 2,381 | 65% | 35% |
| CONTRACTUAL | 7,169 | 5,918 | 1,251 | 83% | 17% |
| OTHER | 103,144 | 100,190 | 2,954 | 97% | 3% |
| INDIRECT | 15,326 | 11,138 | 4,188 | 73% | 27% |
| **TOTAL TRAINING & TECHNICAL ASSISTANCE** | **168,586** | **122,515** | **46,071** | **73%** | **27%** |
| **CARRYOVER** | | | | | |
| CONSTRUCTION | 3,178,199 | 112,468 | 3,065,731 | 4% | 96% |
| OTHER | 0 | 26,441 | (26,441) | | |
| INDIRECT | 0 | 2,641 | (2,641) | | |
| **TOTAL CARRYOVER** | **3,178,199** | **141,551** | **3,036,648** | **4%** | **96%** |
| **COVID CARES** | | | | | |
| SUPPLIES | 213,789 | 144,142 | 69,647 | 67% | 33% |
| OTHER | 142,527 | 19,500 | 123,027 | 14% | 86% |
| INDIRECT | 35,632 | 25,141 | 10,491 | | |
| **TOTAL COVID CARES** | **391,948** | **188,783** | **203,165** | **48%** | **52%** |
| **GRAND TOTAL EHS FEDERAL FUNDS** | **12,652,037** | **8,140,674** | **4,511,363** | **64%** | **36%** |

Budget reflects Notice of Award #09CH011132-02-02

Actual expenditures include posted expenditures and estimated adjustments through 2/28/2021


Early Head Start Kern
Percent Expended Compared to Percent of Budget Period Elapsed
120%
100%
80%
60%
40%
20%
0%
MAR
APR
MAY
JUN
JUL
AUG
SEP
OCT
NOV
DEC
JAN
FEB
5%
10%
16%
25%
31%
39%
46%
54%
61%
71%
78%
86%
Percent Expended
Percent of Budget Period Elapsed


Early Head Start Kern
Percent Expended Compared to Prior Year
120%
100%
80%
60%
40%
20%
0%
MAR
APR
MAY
JUN
JUL
AUG
SEP
OCT
NOV
DEC
JAN
FEB
5%
10%
16%
25%
31%
39%
46%
54%
61%
71%
78%
86%

# MEMORANDUM

To: Budget & Finance Committee of the Policy Council

From: Heather McCarley, Finance Manger

Date: March 16, 2021

Subject: *Early Head Start – San Joaquin*
Budget to Actual Report for the period ended January 31, 2021 – **Info Item**

---

The following are highlights of the San Joaquin Early Head Start Budget to Actual Report for the period of February 1, 2020 through January 31, 2021. Twelve months (100.0%) of the 12-month budge period have elapsed.

## Base Funds

Overall expenditures are at 91% of the budget, which is on slightly less than where we were compared to last year at this time. The budget revisions that were brought to the Board and the Policy Council have been approved. The request to carryover the unexpended funding into the next budget will be submitted once we have finalized numbers for the end of the current budget period.

## Training & Technical Assistance Funds

Overall expenditures are at 85% of the budget. The combined personnel and fringe benefit expenses are at 124% of this budget.

## COVID Cares Funds

Overall expenditures are at 61% of the budget. The unexpended funds will be carried over into the new budget period.

## Non-Federal Share

Non-Federal share is at 86% of the budget.

**Community Action Partnership of Kern**

**Early Head Start - San Joaquin County**

**Budget to Actual Report**

Budget Period: February 1, 2020 - January 31, 2021

Report Period: February 1, 2020 - January 31, 2021

Month 12 of 12 (100.0%)

Prepared 2/11/2021

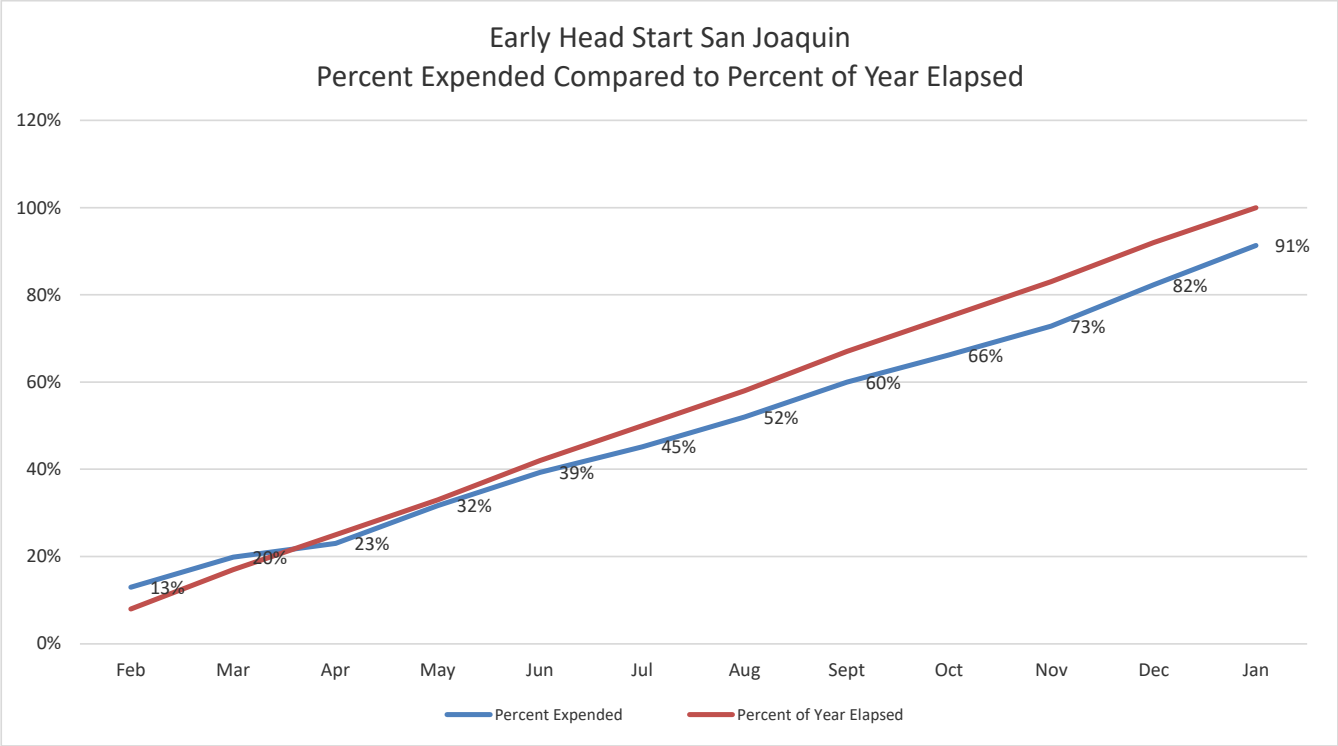
| BASE FUNDS | BUDGET | ACTUAL | REMAINING | % SPENT | % REMAINING |
|---|---|---|---|---|---|
| PERSONNEL | 3,173,727 | 2,987,024 | 186,703 | 94% | 6% |
| FRINGE BENEFITS | 959,615 | 758,078 | 201,537 | 79% | 21% |
| TRAVEL | 0 | 1,916 | (1,916) | 0% | 0% |
| SUPPLIES | 125,025 | 191,867 | (66,842) | 153% | -53% |
| CONTRACTUAL | 10,600 | 13,807 | (3,207) | 130% | -30% |
| OTHER | 741,956 | 633,580 | 108,376 | 85% | 15% |
| INDIRECT | 478,171 | 427,255 | 50,916 | 89% | 11% |
| **TOTAL** | **5,489,094** | **5,013,527** | **475,567** | **91%** | **9%** |
| **TRAINING & TECHNICAL ASSISTANCE FUNDS** | | | | | |
| PERSONNEL | 21,912 | 32,895 | (10,983) | 150% | -50% |
| FRINGE BENEFITS | 13,758 | 13,536 | 222 | 98% | 2% |
| TRAVEL | 18,226 | 0 | 18,226 | 0% | 100% |
| SUPPLIES | 6,815 | 536 | 6,279 | 8% | 92% |
| CONTRACTUAL | 3,845 | 0 | 3,845 | 0% | 100% |
| OTHER | 43,785 | 45,766 | (1,981) | 105% | -5% |
| INDIRECT | 10,834 | 9,141 | 1,693 | 84% | 16% |
| **TOTAL** | **119,175** | **101,874** | **17,301** | **85%** | **15%** |
| **COVID CARES** | | | | | |
| PERSONNEL | | 37,181 | (37,181) | 0% | 0% |
| FRINGE BENEFITS | | 4,608 | (4,608) | 0% | 0% |
| SUPPLIES | 187,546 | 108,266 | 79,280 | 58% | 42% |
| OTHER | 62,515 | 3,731 | 58,784 | 6% | 94% |
| INDIRECT | 25,006 | 14,298 | 10,708 | 57% | 43% |
| **TOTAL** | **275,067** | **168,084** | **148,772** | **61%** | **39%** |
| **GRAND TOTAL EHS FEDERAL FUNDS** | **5,883,336** | **5,283,485** | **641,640** | **90%** | **10%** |

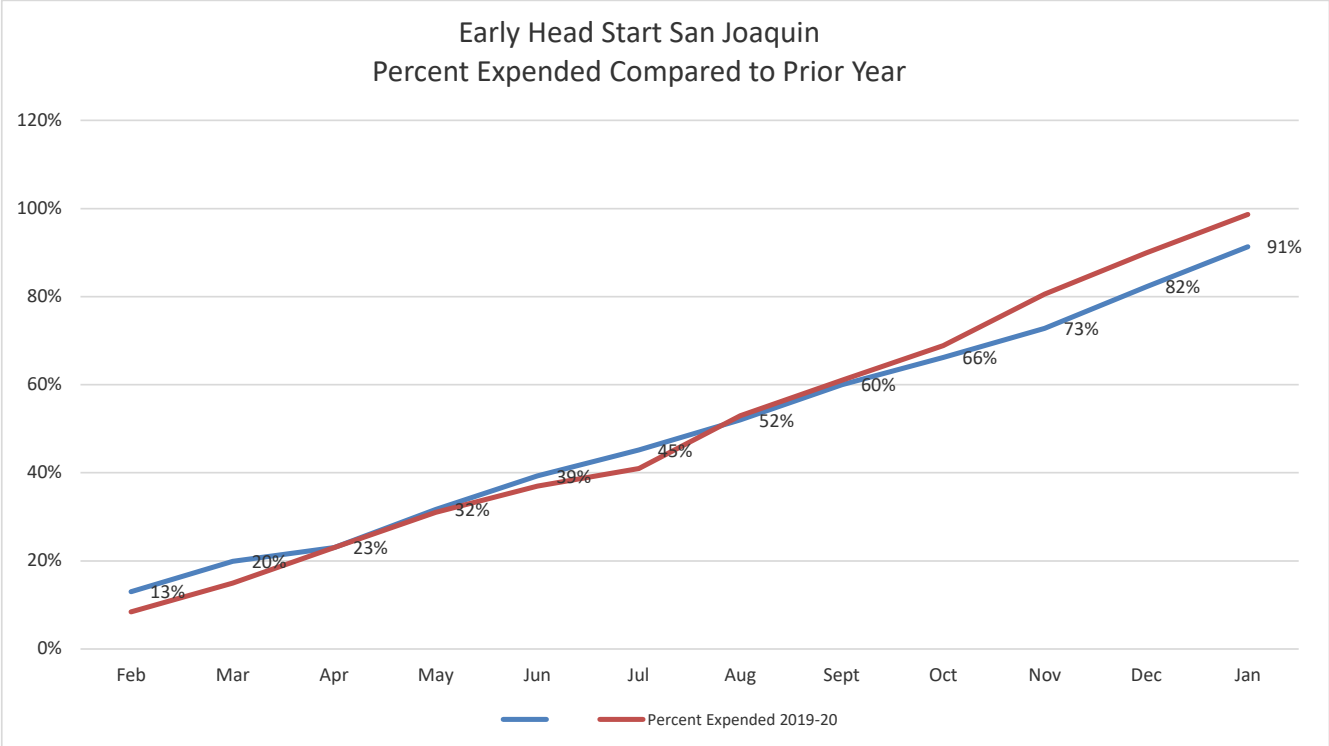
| NON-FEDERAL SHARE | BUDGET | ACTUAL | REMAINING | % SPENT | % REMAINING |
|---|---|---|---|---|---|
| IN-KIND | 1,347,082 | 1,153,646 | 193,436 | 86% | 14% |
| **TOTAL NON-FEDERAL FUNDS** | **1,347,082** | **1,153,646** | **193,436** | **86%** | **14%** |

| | |
|---|---|
| Centralized Administrative Cost | 6.8% |
| Program Administrative Cost | 3.5% |
| **Total Administrative Cost** | **10.3%** |

Budget reflects Notice of Award #09CH011406-01-02

Actual expenditures include posted expenditures and estimated adjustments through 1/31/2021


Early Head Start San Joaquin
Percent Expended Compared to Percent of Year Elapsed
120%
100%
80%
60%
40%
20%
0%
Feb
Mar
Apr
May
Jun
Jul
Aug
Sept
Oct
Nov
Dec
Jan
13%
20%
23%
32%
39%
45%
52%
60%
66%
73%
82%
91%
Percent Expended
Percent of Year Elapsed


Early Head Start San Joaquin
Percent Expended Compared to Prior Year
120%
100%
80%
60%
40%
20%
0%
Feb
Mar
Apr
May
Jun
Jul
Aug
Sept
Oct
Nov
Dec
Jan
13%
20%
23%
32%
39%
45%
52%
60%
66%
73%
82%
91%
Percent Expended 2019-20

# MEMORANDUM

To: Budget & Finance Committee of the Policy Council

From: Heather McCarley, Finance Manger

Date: March 16, 2021

Subject: *Early Head Start – San Joaquin*
Budget to Actual Report for the period ended February 28, 2021 – **Info Item**

---

The following are highlights of the San Joaquin Early Head Start Budget to Actual Report for the period of February 1, 2021 through January 31, 2022. One month (8.3%) of the 12-month budge period has elapsed.

## Base Funds

Overall expenditures are at 8% of the budget, which is on trend with where we were compared to last year at this time.

## Training & Technical Assistance Funds

Overall expenditures are at 7% of the budget. The combined personnel and fringe benefit expenses are at 10% of this budget.

## COVID Cares Funds

The remaining COVID funding will be carried over into the current budget period. Of the remaining balance overall expenditures are at 8% of the budget. We anticipate additional COVID funding for this budget period.

## Non-Federal Share

Non-Federal share is at 0% of the budget. In-Kind forms are currently being processed.

**Community Action Partnership of Kern**
**Early Head Start - San Joaquin County**
**Budget to Actual Report**
Budget Period: February 1, 2021 - January 31, 2022
Report Period: February 1, 2021 - February 28, 2021
Month 1 of 12 (8.33%)

Prepared 3/12/2021

| BASE FUNDS | BUDGET | ACTUAL | REMAINING | % SPENT | % REMAINING |
|---|---|---|---|---|---|
| PERSONNEL | 3,190,290 | 286,314 | 2,903,976 | 9% | 91% |
| FRINGE BENEFITS | 901,803 | 64,761 | 837,042 | 7% | 93% |
| TRAVEL | 0 | 0 | 0 | 0% | 0% |
| EQUIPMENT | 45,000 | 0 | 45,000 | | |
| SUPPLIES | 130,220 | 2,216 | 128,004 | 2% | 98% |
| CONTRACTUAL | 9,500 | 461 | 9,039 | 5% | 95% |
| OTHER | 720,292 | 32,403 | 687,889 | 4% | 96% |
| INDIRECT | 491,989 | 29,195 | 462,794 | 6% | 94% |
| **TOTAL** | **5,489,094** | **415,350** | **5,073,744** | **8%** | **92%** |

**TRAINING & TECHNICAL ASSISTANCE FUNDS**

| | | | | | |
|---|---|---|---|---|---|
| PERSONNEL | 49,670 | 4,983 | 44,687 | 10% | 90% |
| FRINGE BENEFITS | 21,950 | 2,016 | 19,934 | 9% | 91% |
| TRAVEL | 3,260 | 0 | 3,260 | 0% | 100% |
| SUPPLIES | 6,815 | 67 | 6,748 | 1% | 99% |
| CONTRACTUAL | 7,345 | 0 | 7,345 | 0% | 100% |
| OTHER | 19,301 | 408 | 18,893 | 2% | 98% |
| INDIRECT | 10,834 | 634 | 10,200 | 6% | 94% |
| **TOTAL** | **119,175** | **8,108** | **111,067** | **7%** | **93%** |

**COVID CARES - Carried over from 2020-21**

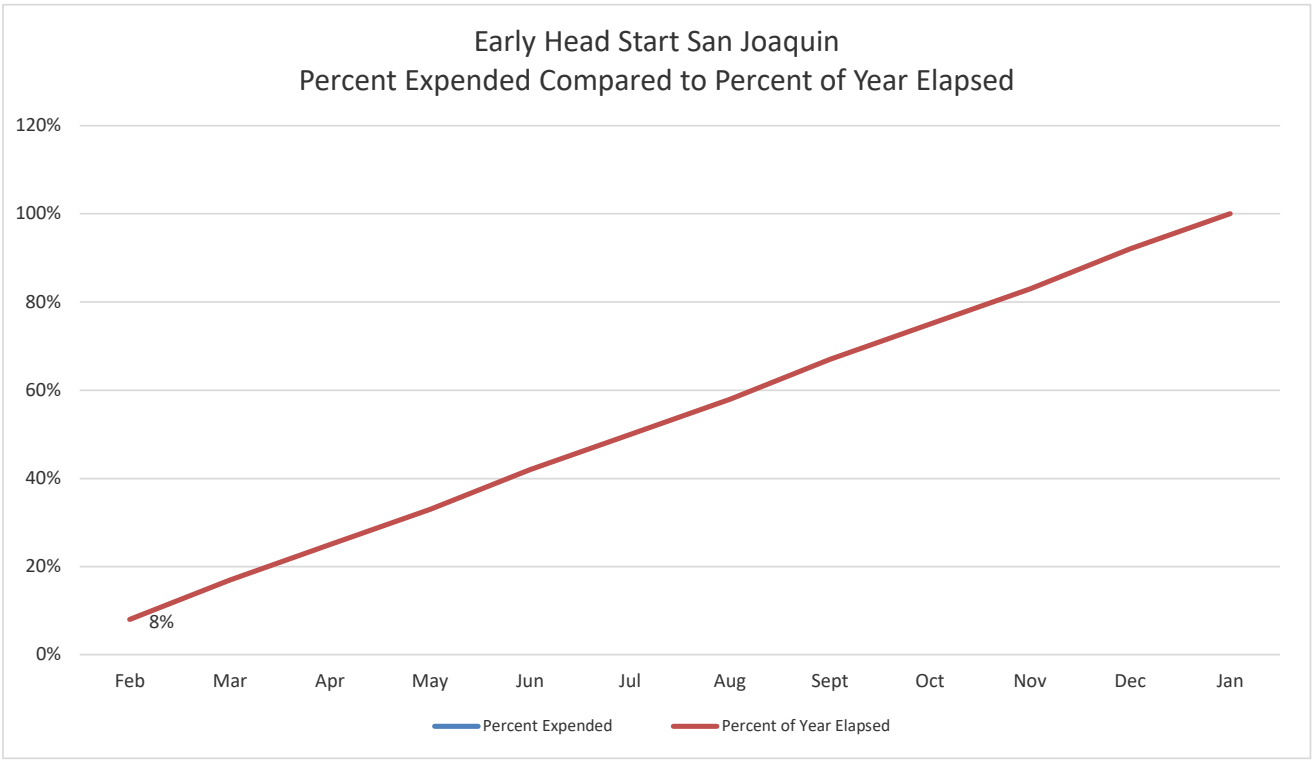
| | | | | | |
|---|---|---|---|---|---|
| PERSONNEL | | 6,813 | (6,813) | 0% | 0% |
| FRINGE BENEFITS | | 1,190 | (1,190) | 0% | 0% |
| SUPPLIES | 72,943 | 1 | 72,942 | 0% | 100% |
| OTHER | 24,314 | 0 | 24,314 | 0% | 100% |
| INDIRECT | 9,726 | 647 | 9,079 | 7% | 93% |
| **TOTAL** | **106,983** | **8,651** | **98,332** | **8%** | **92%** |

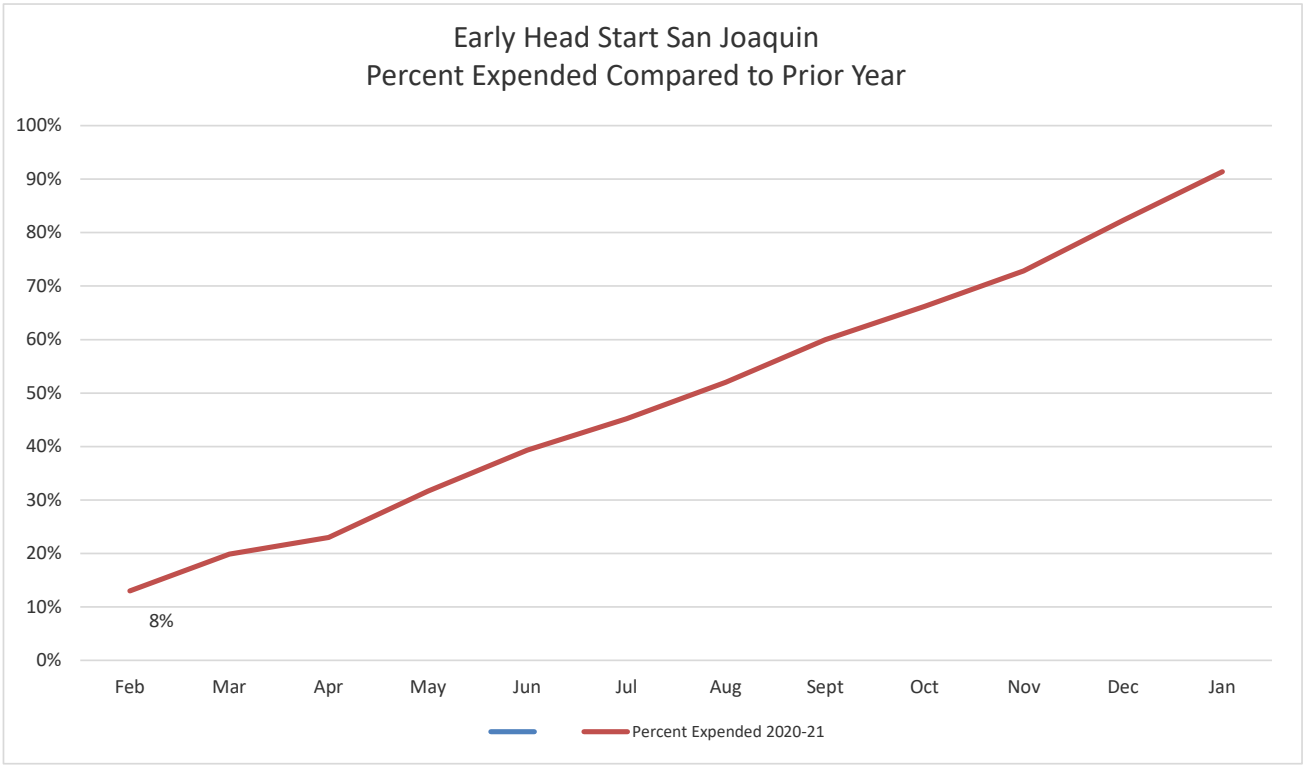
| | | | | | |
|---|---|---|---|---|---|
| **GRAND TOTAL EHS FEDERAL FUNDS** | **5,715,252** | **432,109** | **5,283,143** | **8%** | **92%** |

| NON-FEDERAL SHARE | BUDGET | ACTUAL | REMAINING | % SPENT | % REMAINING |
|---|---|---|---|---|---|
| IN-KIND | 1,347,082 | 0 | 1,347,082 | 0% | 100% |
| **TOTAL NON-FEDERAL FUNDS** | **1,347,082** | **0** | **1,347,082** | **0%** | **100%** |

| | |
|---|---|
| Centralized Administrative Cost | 6.9% |
| Program Administrative Cost | 3.8% |
| **Total Administrative Cost** | **10.8%** |

Budget reflects Notice of Award #09CH011406-02-00
Actual expenditures include posted expenditures and estimated adjustments through 2/28/2021


Early Head Start San Joaquin
Percent Expended Compared to Percent of Year Elapsed
120%
100%
80%
60%
40%
20%
0%
8%
Feb
Mar
Apr
May
Jun
Jul
Aug
Sept
Oct
Nov
Dec
Jan
Percent Expended
Percent of Year Elapsed


Early Head Start San Joaquin
Percent Expended Compared to Prior Year
100%
90%
80%
70%
60%
50%
40%
30%
20%
10%
0%
8%
Feb
Mar
Apr
May
Jun
Jul
Aug
Sept
Oct
Nov
Dec
Jan
Percent Expended 2020-21

# MEMORANDUM

To: Budget & Finance Committee of the Policy Council

From: Heather McCarley, Finance Manger

Date: March 16, 2021

Subject: *Early Head Start Child Care Partnerships*
Budget to Actual Report for the period ended February 28, 2021 – **Info Item**

---

The following are highlights of the Early Head Start Child Care Partnership Budget to Actual Report for the period of March 1, 2020 through February 28, 2021. Twelve months (100.0%) of the 12-month budge period have elapsed.

**Base Funds**

Overall expenditures are at 55% of the budget. The request to carryover the unexpended funding into the next budget will be submitted once we have finalized numbers for the end of the current budget period.

**Training & Technical Assistance Funds**

Overall expenditures are at 13% of the budget.

**Carryover Funds**

Overall expenditures are at 2% of the budget. The Carryover projects will be carried forward into the new budget period, as well.

**COVID Cares Funds**

Overall expenditures are at 8% of the budget. The unexpended funds will be carried over into the new budget period.

**Non-Federal Share**

Non-Federal share is at 21% of the budget.

**Community Action Partnership of Kern**
**Early Head Start Child Care Partnerships + Expansion**
**Budget to Actual Report**
Budget Period: March 1, 2020 - February 28, 2021
Report Period: March 1, 2020 - February 28, 2021
Month 12 of 12 (100.0%)

Prepared 3/12/2021

| BASE FUNDS | BUDGET | ACTUAL | REMAINING | % SPENT | % REMAINING |
|---|---|---|---|---|---|
| PERSONNEL | 761,292 | 416,549 | 344,743 | 55% | 45% |
| FRINGE BENEFITS | 222,791 | 82,529 | 140,262 | 37% | 63% |
| SUPPLIES | 28,175 | 50,450 | (22,275) | 179% | -79% |
| CONTRACTUAL | 1,030,071 | 496,572 | 533,499 | 48% | 52% |
| OTHER | 143,707 | 151,629 | (7,922) | 106% | -6% |
| INDIRECT | 212,371 | 111,577 | 100,794 | 53% | 47% |
| **TOTAL BASE FUNDING** | **2,398,407** | **1,309,308** | **1,089,099** | **55%** | **45%** |

**TRAINING & TECHNICAL ASSISTANCE**

| | | | | | |
|---|---|---|---|---|---|
| TRAVEL | 5,294 | 0 | 5,294 | 0% | 100% |
| SUPPLIES | 16,391 | 481 | 15,910 | 3% | 97% |
| OTHER | 29,393 | 3,593 | 25,800 | 12% | 88% |
| INDIRECT | 5,107 | 669 | 4,438 | 13% | 87% |
| **TOTAL TRAINING & TECHNICAL ASSISTANCE** | **56,185** | **7,492** | **48,693** | **13%** | **87%** |

**CARRYOVER**

| | | | | | |
|---|---|---|---|---|---|
| SUPPLIES | 229,928 | 29,778 | 200,150 | 13% | 87% |
| CONSTRUCTION | 566,959 | 0 | 566,959 | 0% | 100% |
| OTHER | 565,121 | 0 | 565,121 | 0% | 100% |
| INDIRECT | 136,201 | 2,977 | 133,224 | 2% | 98% |
| **TOTAL CARRYOVER** | **1,498,209** | **32,755** | **1,465,454** | **2%** | **98%** |

**COVID CARES**

| | | | | | |
|---|---|---|---|---|---|
| SUPPLIES | 91,077 | 7,740 | 83,337 | 8% | 92% |
| OTHER | 30,359 | 1,457 | 28,902 | 5% | 95% |
| INDIRECT | 12,143 | 1,702 | 10,441 | 14% | 86% |
| **TOTAL COVID** | **133,579** | **10,899** | **122,680** | **8%** | **92%** |

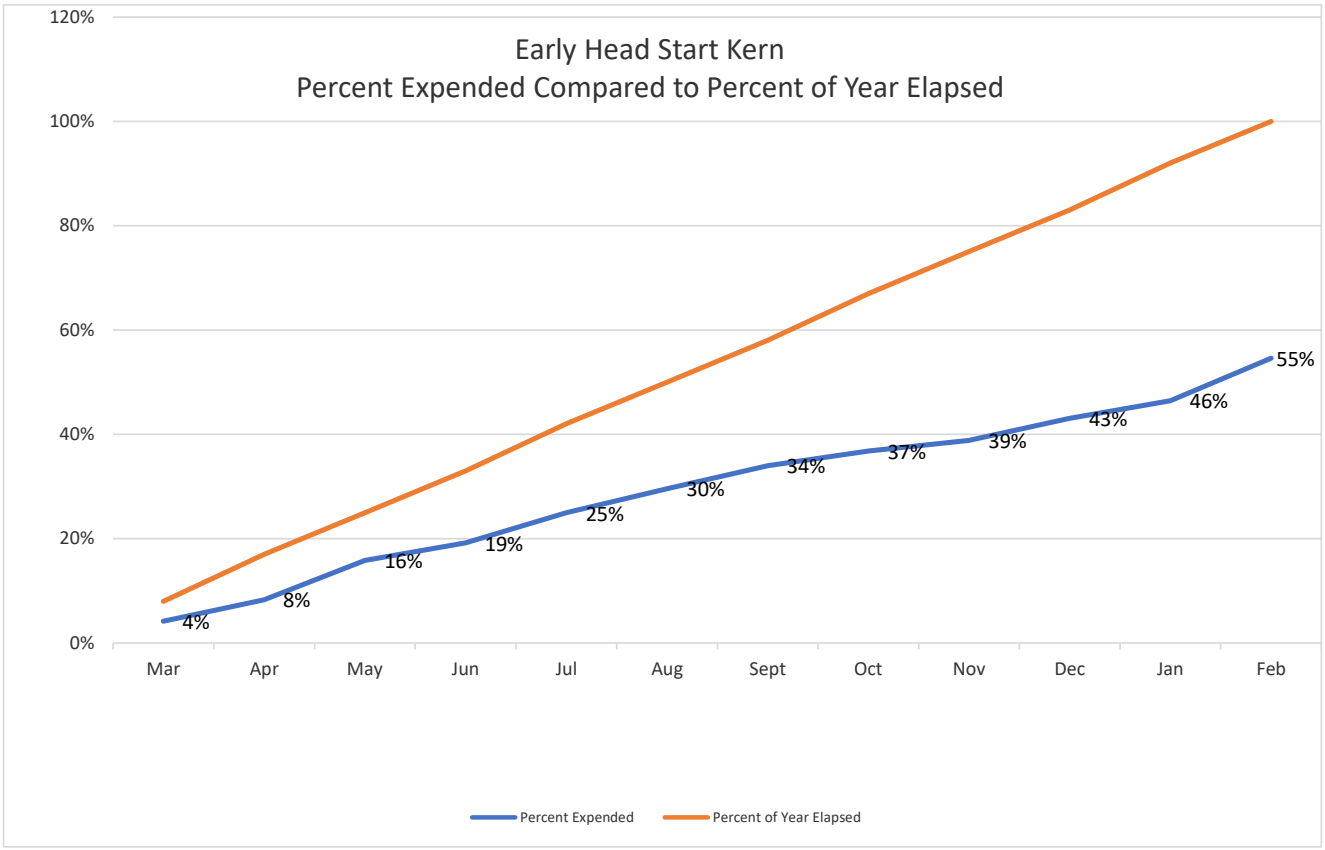
| | | | | | |
|---|---|---|---|---|---|
| **GRAND TOTAL EHS FEDERAL FUNDS** | **4,086,380** | **1,360,454** | **2,725,926** | **33%** | **67%** |

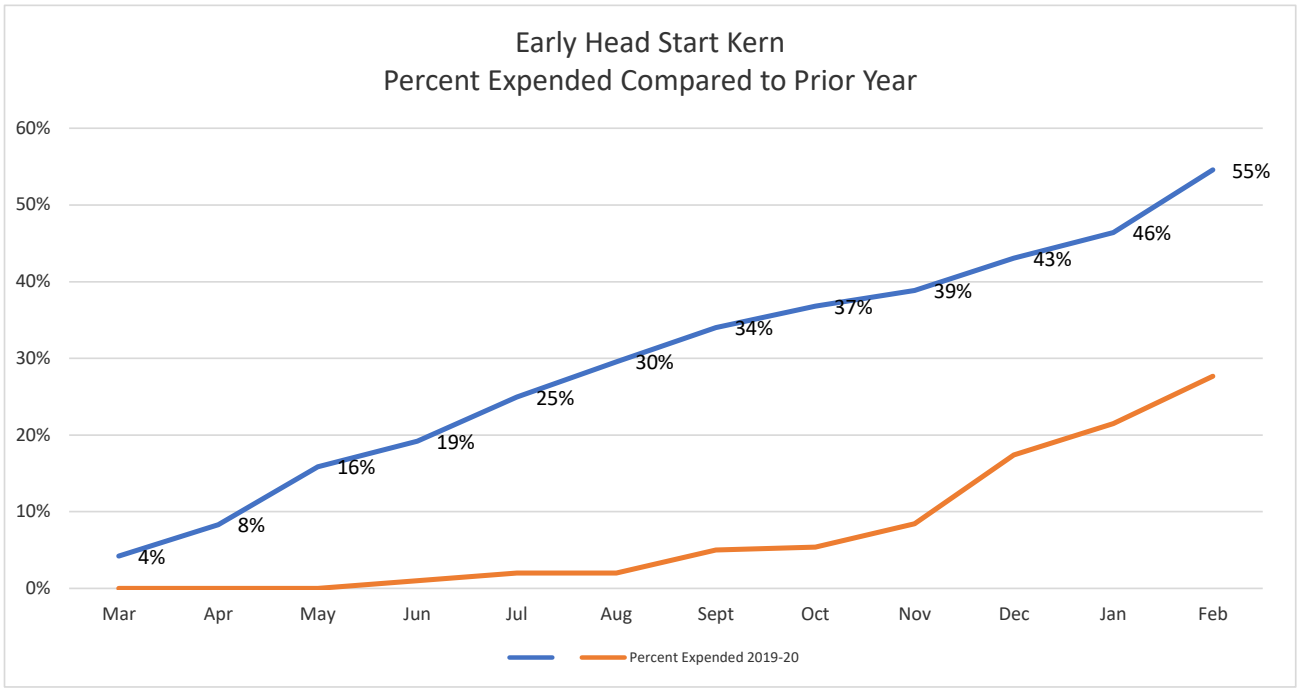
**NON-FEDERAL SHARE**

| SOURCE | BUDGET | ACTUAL | REMAINING | % SPENT | % REMAINING |
|---|---|---|---|---|---|
| IN-KIND | 588,256 | 124,756 | 463,500 | 21% | 79% |
| **TOTAL NON-FEDERAL** | **588,256** | **124,756** | **463,500** | **21%** | **79%** |

Budget reflects Notice of Award **#09HP000163-02-02**

Actual expenditures include posted expenditures and estimated adjustments through 2/28/2021


Early Head Start Kern
Percent Expended Compared to Percent of Year Elapsed
120%
100%
80%
60%
40%
20%
0%
Mar
Apr
May
Jun
Jul
Aug
Sept
Oct
Nov
Dec
Jan
Feb
4%
8%
16%
19%
25%
30%
34%
37%
39%
43%
46%
55%
Percent Expended
Percent of Year Elapsed


Early Head Start Kern
Percent Expended Compared to Prior Year
60%
50%
40%
30%
20%
10%
0%
Mar
Apr
May
Jun
Jul
Aug
Sept
Oct
Nov
Dec
Jan
Feb
4%
8%
16%
19%
25%
30%
34%
37%
39%
43%
46%
55%
Percent Expended 2019-20

**COMMUNITY ACTION PARTNERSHIP OF KERN**
**PARENT TRAVEL & CHILD CARE**
**2020-2021**

## KERN HEAD START

| MONTH | BEGINNING BALANCE | SPENT THIS MONTH | SPENT YEAR-TO-DATE | REMAINING BALANCE | % OF YEAR ELAPSED | % OF BUDGET SPENT |
|---|---|---|---|---|---|---|
| MARCH 2020 | $ 7,613.00 | $ 15.51 | $ 15.51 | $ 7,597.49 | 8% | 0% |
| APRIL 2020 | $ 7,597.49 | | $ 15.51 | $ 7,597.49 | 17% | 0% |
| MAY 2020 | $ 7,597.49 | | $ 15.51 | $ 7,597.49 | 25% | 0% |
| JUNE 2020 | $ 7,597.49 | | $ 15.51 | $ 7,597.49 | 33% | 0% |
| JULY 2020 | $ 7,597.49 | | $ 15.51 | $ 7,597.49 | 42% | 0% |
| AUGUST 2020 | $ 7,597.49 | | $ 15.51 | $ 7,597.49 | 50% | 0% |
| SEPTEMBER 2020 | $ 7,597.49 | | $ 15.51 | $ 7,597.49 | 58% | 0% |
| OCTOBER 2020 | $ 7,597.49 | | $ 15.51 | $ 7,597.49 | 67% | 0% |
| NOVEMBER 2020 | $ 7,597.49 | | $ 15.51 | $ 7,597.49 | 75% | 0% |
| DECEMBER 2020 | $ 7,597.49 | | $ 15.51 | $ 7,597.49 | 83% | 0% |
| JANUARY 2021 | $ 7,597.49 | | $ 15.51 | $ 7,597.49 | 92% | 0% |
| FEBRUARY 2021 | $ 7,597.49 | | $ 15.51 | $ 7,597.49 | 100% | 0% |

## KERN EARLY HEAD START

| MONTH | BEGINNING BALANCE | SPENT THIS MONTH | SPENT YEAR-TO-DATE | REMAINING BALANCE | % OF YEAR ELAPSED | % OF BUDGET SPENT |
|---|---|---|---|---|---|---|
| MARCH 2020 | $ 2,537.00 | $ 5.17 | $ 5.17 | $ 2,531.83 | 8% | 0% |
| APRIL 2020 | $ 2,531.83 | | $ 5.17 | $ 2,531.83 | 17% | 0% |
| MAY 2020 | $ 2,531.83 | | $ 5.17 | $ 2,531.83 | 25% | 0% |
| JUNE 2020 | $ 2,531.83 | | $ 5.17 | $ 2,531.83 | 33% | 0% |
| JULY 2020 | $ 2,531.83 | | $ 5.17 | $ 2,531.83 | 42% | 0% |
| AUGUST 2020 | $ 2,531.83 | | $ 5.17 | $ 2,531.83 | 50% | 0% |
| SEPTEMBER 2020 | $ 2,531.83 | | $ 5.17 | $ 2,531.83 | 58% | 0% |
| OCTOBER 2020 | $ 2,531.83 | | $ 5.17 | $ 2,531.83 | 67% | 0% |
| NOVEMBER 2020 | $ 2,531.83 | | $ 5.17 | $ 2,531.83 | 75% | 0% |
| DECEMBER 2020 | $ 2,531.83 | | $ 5.17 | $ 2,531.83 | 83% | 0% |
| JANUARY 2021 | $ 2,531.83 | | $ 5.17 | $ 2,531.83 | 92% | 0% |
| FEBRUARY 2021 | $ 2,531.83 | | $ 5.17 | $ 2,531.83 | 100% | 0% |

**COMMUNITY ACTION PARTNERSHIP OF KERN**
**VIAJES 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 | $ 7,613.00 | $ 15.51 | $ 15.51 | $ 7,597.49 | 25% | 0% |
| ABRIL DEL 2019 | $ 7,597.49 | $ - | $ 15.51 | $ 7,597.49 | 50% | 0% |
| MAYO DEL 2019 | $ 7,597.49 | $ - | $ 15.51 | $ 7,597.49 | 75% | 0% |
| JUNIO DEL 2019 | $ 7,597.49 | $ - | $ 15.51 | $ 7,597.49 | 100% | 0% |
| JULIO DEL 2019 | $ 5,475.00 | $ - | $ 15.51 | $ 5,475.00 | 13% | 0% |
| AGOSTO DEL 2019 | $ 5,475.00 | $ - | $ 15.51 | $ 5,475.00 | 25% | 0% |
| SEPTIEMBRE DEL 2018 | $ 5,475.00 | $ - | $ 15.51 | $ 5,475.00 | 38% | 0% |
| OCTUBRE DEL 2019 | $ 5,475.00 | $ - | $ 15.51 | $ 5,475.00 | 50% | 0% |
| NOVIEMBRE DEL 2019 | $ 5,475.00 | $ - | $ 15.51 | $ 5,475.00 | 63% | 0% |
| DICIEMBRE DEL 2019 | $ 5,475.00 | $ - | $ 15.51 | $ 5,475.00 | 75% | 0% |
| ENERO DEL 2020 | $ 5,475.00 | $ - | $ 15.51 | $ 5,475.00 | 88% | 0% |
| FEBRERO DEL 2020 | $ 5,475.00 | $ - | $ 15.51 | $ 5,475.00 | 100% | 0% |

## 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 | $ 2,537.00 | $ 5.17 | $ 5.17 | $ 2,531.83 | 25% | 0% |
| ABRIL DEL 2019 | $ 2,531.83 | $ - | $ 5.17 | $ 2,531.83 | 50% | 0% |
| MAYO DEL 2019 | $ 2,531.83 | $ - | $ 5.17 | $ 2,531.83 | 75% | 0% |
| JUNIO DEL 2019 | $ 2,531.83 | $ - | $ 5.17 | $ 2,531.83 | 100% | 0% |
| JULIO DEL 2019 | $ 1,824.00 | $ - | $ 5.17 | $ 1,824.00 | 13% | 0% |
| AGOSTO DEL 2019 | $ 1,824.00 | $ - | $ 5.17 | $ 1,824.00 | 25% | 0% |
| SEPTIEMBRE DEL 2018 | $ 1,824.00 | $ - | $ 5.17 | $ 1,824.00 | 38% | 0% |
| OCTUBRE DEL 2019 | $ 1,824.00 | $ - | $ 5.17 | $ 1,824.00 | 50% | 0% |
| NOVIEMBRE DEL 2019 | $ 1,824.00 | $ - | $ 5.17 | $ 1,824.00 | 63% | 0% |
| DICIEMBRE DEL 2019 | $ 1,824.00 | $ - | $ 5.17 | $ 1,824.00 | 75% | 0% |
| ENERO DEL 2020 | $ 1,824.00 | $ - | $ 5.17 | $ 1,824.00 | 88% | 0% |
| FEBRERO DEL 2020 | $ 1,824.00 | $ - | $ 5.17 | $ 1,824.00 | 100% | 0% |

**COMMUNITY ACTION PARTNERSHIP OF KERN**
**VIAJES 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 | $ 50.00 | $ 21.28 | $ 21.28 | $ 28.72 | 8% | 43% |
| MARZO DEL 2019 | $ 28.72 | $ - | $ 21.28 | $ 28.72 | 17% | 43% |
| ABRIL DEL 2019 | $ 28.72 | $ - | $ 21.28 | $ 28.72 | 25% | 43% |
| MAYO DEL 2019 | $ 28.72 | $ - | $ 21.28 | $ 28.72 | 33% | 43% |
| JUNIO DEL 2019 | $ 28.72 | $ - | $ 21.28 | $ 28.72 | 42% | 43% |
| JULIO DEL 2019 | $ 28.72 | $ - | $ 21.28 | $ 28.72 | 50% | 43% |
| AGOSTO DEL 2019 | $ 28.72 | $ - | $ 21.28 | $ 28.72 | 58% | 43% |
| SEPTIEMBRE DEL 2019 | $ 28.72 | $ - | $ 21.28 | $ 28.72 | 67% | 43% |
| OCTUBRE DEL 2019 | $ 28.72 | $ - | $ 21.28 | $ 28.72 | 75% | 43% |
| NOVIEMBRE DEL 2019 | $ 28.72 | $ - | $ 21.28 | $ 28.72 | 83% | 43% |
| DICIEMBRE DEL 2019 | $ 28.72 | $ - | $ 21.28 | $ 28.72 | 92% | 43% |
| ENERO DEL 2020 | $ 28.72 | $ - | $ 21.28 | $ 28.72 | 100% | 43% |

## 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 |
|---|---|---|---|---|---|---|
| MARZO DEL 2019 | $ 250.00 | $ - | $ - | $ 250.00 | 8% | 0% |
| ABRIL DEL 2019 | $ 250.00 | $ - | $ - | $ 250.00 | 17% | 0% |
| MAYO DEL 2019 | $ 250.00 | $ - | $ - | $ 250.00 | 25% | 0% |
| JUNIO DEL 2019 | $ 250.00 | $ - | $ - | $ 250.00 | 33% | 0% |
| JULIO DEL 2019 | $ 250.00 | $ - | $ - | $ 250.00 | 42% | 0% |
| AGOSTO DEL 2019 | $ 250.00 | $ - | $ - | $ 250.00 | 50% | 0% |
| SEPTIEMBRE DEL 2018 | $ 250.00 | $ - | $ - | $ 250.00 | 58% | 0% |
| OCTUBRE DEL 2019 | $ 250.00 | $ - | $ - | $ 250.00 | 67% | 0% |
| NOVIEMBRE DEL 2019 | $ 250.00 | $ - | $ - | $ 250.00 | 75% | 0% |
| DICIEMBRE DEL 2019 | $ 250.00 | $ - | $ - | $ 250.00 | 83% | 0% |
| ENERO DEL 2020 | $ 250.00 | $ - | $ - | $ 250.00 | 92% | 0% |
| FEBRERO DEL 2020 | $ 250.00 | $ - | $ - | $ 250.00 | 100% | 0% |

Preparado por Heather McCarley
12 de Marzo 2021

**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 2020 | $ 20,985.00 | $ 173.18 | $ 173.18 | $ 20,811.82 | 8% | 1% |
| APRIL 2020 | $ 20,811.82 | $ - | $ 173.18 | $ 20,811.82 | 17% | 1% |
| MAY 2020 | $ 20,811.82 | $ - | $ 173.18 | $ 20,811.82 | 25% | 1% |
| JUNE 2020 | $ 20,811.82 | $ - | $ 173.18 | $ 20,811.82 | 33% | 1% |
| JULY 2020 | $ 20,811.82 | $ - | $ 173.18 | $ 20,811.82 | 42% | 1% |
| AUGUST 2020 | $ 20,811.82 | $ - | $ 173.18 | $ 20,811.82 | 50% | 1% |
| SEPTEMBER 2020 | $ 20,811.82 | $ 731.64 | $ 904.82 | $ 20,080.18 | 58% | 4% |
| OCTOBER 2020 | $ 20,080.18 | $ 570.25 | $ 1,475.07 | $ 19,509.93 | 67% | 7% |
| NOVEMBER 2020 | $ 19,509.93 | $ - | $ 1,475.07 | $ 19,509.93 | 75% | 7% |
| DECEMBER 2020 | $ 19,509.93 | $ 416.08 | $ 1,891.15 | $ 19,093.85 | 83% | 9% |
| JANUARY 2021 | $ 19,093.85 | $ - | $ 1,891.15 | $ 19,093.85 | 92% | 9% |
| FEBRUARY 2021 | $ 19,093.85 | $ - | $ 1,891.15 | $ 19,093.85 | 100% | 9% |

## KERN EARLY HEAD START

| MONTH | BEGINNING BALANCE | SPENT THIS MONTH | SPENT YEAR-TO-DATE | REMAINING BALANCE | % OF YEAR ELAPSED | % OF BUDGET SPENT |
|---|---|---|---|---|---|---|
| MARCH 2020 | $ 7,030.00 | $ 57.72 | $ 57.72 | $ 6,972.28 | 8% | 1% |
| APRIL 2020 | $ 6,972.28 | $ - | $ 57.72 | $ 6,972.28 | 17% | 1% |
| MAY 2020 | $ 6,972.28 | $ - | $ 57.72 | $ 6,972.28 | 25% | 1% |
| JUNE 2020 | $ 6,972.28 | $ - | $ 57.72 | $ 6,972.28 | 33% | 1% |
| JULY 2020 | $ 6,972.28 | $ - | $ 57.72 | $ 6,972.28 | 42% | 1% |
| AUGUST 2020 | $ 6,972.28 | $ - | $ 57.72 | $ 6,972.28 | 50% | 1% |
| SEPTEMBER 2020 | $ 6,972.28 | $ 243.88 | $ 301.60 | $ 6,728.40 | 58% | 4% |
| OCTOBER 2020 | $ 6,728.40 | $ 190.08 | $ 491.68 | $ 6,538.32 | 67% | 7% |
| NOVEMBER 2020 | $ 6,538.32 | $ - | $ 491.68 | $ 6,538.32 | 75% | 7% |
| DECEMBER 2020 | $ 6,538.32 | $ 138.69 | $ 630.37 | $ 6,399.63 | 83% | 9% |
| JANUARY 2021 | $ 6,399.63 | $ - | $ 630.37 | $ 6,399.63 | 92% | 9% |
| FEBRUARY 2021 | $ 6,399.63 | $ - | $ 630.37 | $ 6,399.63 | 100% | 9% |

**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 2020 | $ 1,500.00 | $ - | $ - | $ 1,500.00 | 8% | 0% |
| MARCH 2020 | $ 1,500.00 | $ - | $ - | $ 1,500.00 | 17% | 0% |
| APRIL 2020 | $ 1,500.00 | $ - | $ - | $ 1,500.00 | 25% | 0% |
| MAY 2020 | $ 1,500.00 | $ - | $ - | $ 1,500.00 | 33% | 0% |
| JUNE 2020 | $ 1,500.00 | $ - | $ - | $ 1,500.00 | 42% | 0% |
| JULY 2020 | $ 1,500.00 | $ - | $ - | $ 1,500.00 | 50% | 0% |
| AUGUST 2020 | $ 1,500.00 | $ - | $ - | $ 1,500.00 | 58% | 0% |
| SEPTEMBER 2020 | $ 1,500.00 | $ - | $ - | $ 1,500.00 | 67% | 0% |
| OCTOBER 2020 | $ 1,500.00 | $ 255.63 | $ 255.63 | $ 1,244.37 | 75% | 17% |
| NOVEMBER 2020 | $ 1,244.37 | $ - | $ 255.63 | $ 1,244.37 | 83% | 17% |
| DECEMBER 2020 | $ 1,244.37 | $ - | $ 255.63 | $ 1,244.37 | 92% | 17% |
| JANUARY 2021 | $ 1,244.37 | $ - | $ 255.63 | $ 1,244.37 | 100% | 17% |

## EARLY HEAD START CHILD CARE PARTNERSHIPS

| MONTH | BEGINNING BALANCE | SPENT THIS MONTH | SPENT YEAR-TO-DATE | REMAINING BALANCE | % OF YEAR ELAPSED | % OF BUDGET SPENT |
|---|---|---|---|---|---|---|
| MARCH 2020 | $ 760.00 | $ - | $ - | $ 760.00 | 8% | 0% |
| APRIL 2020 | $ 760.00 | $ - | $ - | $ 760.00 | 17% | 0% |
| MAY 2020 | $ 760.00 | $ - | $ - | $ 760.00 | 25% | 0% |
| JUNE 2020 | $ 760.00 | $ - | $ - | $ 760.00 | 33% | 0% |
| JULY 2020 | $ 760.00 | $ - | $ - | $ 760.00 | 42% | 0% |
| AUGUST 2020 | $ 760.00 | $ - | $ - | $ 760.00 | 50% | 0% |
| SEPTEMBER 2020 | $ 760.00 | $ - | $ - | $ 760.00 | 58% | 0% |
| OCTOBER 2020 | $ 760.00 | $ - | $ - | $ 760.00 | 67% | 0% |
| NOVEMBER 2020 | $ 760.00 | $ - | $ - | $ 760.00 | 75% | 0% |
| DECEMBER 2020 | $ 760.00 | $ - | $ - | $ 760.00 | 83% | 0% |
| JANUARY 2021 | $ 760.00 | $ - | $ - | $ 760.00 | 92% | 0% |
| FEBRUARY 2021 | $ 760.00 | | $ - | $ 760.00 | 100% | 0% |

Prepared by: Heather McCarley
March 12, 2021

**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 TRANSCU R-RIDO | PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO |
|---|---|---|---|---|---|---|
| MARZO DEL 2019 | $ 8,731.00 | $ 173.18 | $ 173.18 | $ 8,557.82 | 8% | 1% |
| ABRIL DEL 2019 | $ 8,557.82 | $ - | $ 173.18 | $ 8,557.82 | 17% | 1% |
| MAYO DEL 2019 | $ 8,557.82 | $ - | $ 173.18 | $ 8,557.82 | 25% | 1% |
| JUNIO DEL 2019 | $ 8,557.82 | $ - | $ 173.18 | $ 8,557.82 | 33% | 1% |
| JULIO DEL 2019 | $ 18,711.00 | $ - | $ - | $ 18,711.00 | 13% | 0% |
| AGOSTO DEL 2019 | $ 18,711.00 | $ - | $ - | $ 18,711.00 | 25% | 0% |
| SEPTIEMBRE DEL 2018 | $ 18,711.00 | $ 731.64 | $ 731.64 | $ 17,979.36 | 38% | 4% |
| OCTUBRE DEL 2019 | $ 17,979.36 | $ 570.25 | $ 1,301.89 | $ 17,409.11 | 50% | 7% |
| NOVIEMBRE DEL 2019 | $ 17,409.11 | $ - | $ 1,301.89 | $ 17,409.11 | 63% | 7% |
| DICIEMBRE DEL 2019 | $ 17,409.11 | $ 416.08 | $ 1,717.97 | $ 16,993.03 | 75% | 9% |
| ENERO DEL 2020 | $ 16,993.03 | $ - | $ 1,717.97 | $ 16,993.03 | 88% | 9% |
| FEBRERO DEL 2020 | $ 16,993.03 | $ - | $ 1,717.97 | $ 16,993.03 | 100% | 9% |

## 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 TRANSCU R-RIDO | PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO |
|---|---|---|---|---|---|---|
| MARZO DEL 2019 | $ 1,363.00 | $ 57.72 | $ 57.72 | $ 1,305.28 | 8% | 1% |
| ABRIL DEL 2019 | $ 1,305.28 | $ - | $ 57.72 | $ 1,305.28 | 17% | 1% |
| MAYO DEL 2019 | $ 1,305.28 | $ - | $ 57.72 | $ 1,305.28 | 25% | 1% |
| JUNIO DEL 2019 | $ 1,305.28 | $ - | $ 57.72 | $ 1,305.28 | 33% | 1% |
| JULIO DEL 2019 | $ 6,264.00 | $ - | $ - | $ 6,264.00 | 13% | 0% |
| AGOSTO DEL 2019 | $ 6,264.00 | $ - | $ - | $ 6,264.00 | 25% | 0% |
| SEPTIEMBRE DEL 2018 | $ 6,264.00 | $ 243.88 | $ 243.88 | $ 6,020.12 | 38% | 4% |
| OCTUBRE DEL 2019 | $ 6,020.12 | $ 190.08 | $ 433.96 | $ 5,830.04 | 50% | 7% |
| NOVIEMBRE DEL 2019 | $ 5,830.04 | $ - | $ 433.96 | $ 5,830.04 | 63% | 7% |
| DICIEMBRE DEL 2019 | $ 5,830.04 | $ 138.69 | $ 572.65 | $ 5,691.35 | 75% | 9% |
| ENERO DEL 2020 | $ 5,691.35 | $ - | $ 572.65 | $ 5,691.35 | 88% | 9% |
| FEBRERO DEL 2020 | $ 5,691.35 | $ - | $ 572.65 | $ 5,691.35 | 100% | 9% |

**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 TRANSCU R-RIDO | PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO |
|---|---|---|---|---|---|---|
| FEBRERO DEL 2019 | $ 1,500.00 | $ - | $ - | $ 1,500.00 | 8% | 0% |
| MARZO DEL 2019 | $ 1,500.00 | $ - | $ - | $ 1,500.00 | 17% | 0% |
| ABRIL DEL 2019 | $ 1,500.00 | $ - | $ - | $ 1,500.00 | 25% | 0% |
| MAYO DEL 2019 | $ 1,500.00 | $ - | $ - | $ 1,500.00 | 33% | 0% |
| JUNIO DEL 2019 | $ 1,500.00 | $ - | $ - | $ 1,500.00 | 42% | 0% |
| JULIO DEL 2019 | $ 1,500.00 | $ - | $ - | $ 1,500.00 | 50% | 0% |
| AGOSTO DEL 2019 | $ 1,500.00 | $ - | $ - | $ 1,500.00 | 58% | 0% |
| SEPTIEMBRE DEL 2019 | $ 1,500.00 | $ - | $ - | $ 1,500.00 | 67% | 0% |
| OCTUBRE DEL 2019 | $ 1,500.00 | $ 255.63 | $ 255.63 | $ 1,244.37 | 75% | 17% |
| NOVIEMBRE DEL 2019 | $ 1,244.37 | $ - | $ 255.63 | $ 1,244.37 | 83% | 17% |
| DICIEMBRE DEL 2019 | $ 1,244.37 | $ - | $ 255.63 | $ 1,244.37 | 92% | 17% |
| ENERO DEL 2020 | $ 1,244.37 | $ - | $ 255.63 | $ 1,244.37 | 100% | 17% |

## 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 TRANSCU R-RIDO | PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO |
|---|---|---|---|---|---|---|
| MARZO DEL 2019 | $ 760.00 | $ - | $ - | $ 760.00 | 8% | 0% |
| ABRIL DEL 2019 | $ 760.00 | $ - | $ - | $ 760.00 | 17% | 0% |
| MAYO DEL 2019 | $ 760.00 | $ - | $ - | $ 760.00 | 25% | 0% |
| JUNIO DEL 2019 | $ 760.00 | $ - | $ - | $ 760.00 | 33% | 0% |
| JULIO DEL 2019 | $ 760.00 | $ - | $ - | $ 760.00 | 42% | 0% |
| AGOSTO DEL 2019 | $ 760.00 | $ - | $ - | $ 760.00 | 50% | 0% |
| SEPTIEMBRE DEL 2018 | $ 760.00 | $ - | $ - | $ 760.00 | 58% | 0% |
| OCTUBRE DEL 2019 | $ 760.00 | $ - | $ - | $ 760.00 | 67% | 0% |
| NOVIEMBRE DEL 2019 | $ 760.00 | $ - | $ - | $ 760.00 | 75% | 0% |
| DICIEMBRE DEL 2019 | $ 760.00 | $ - | $ - | $ 760.00 | 83% | 0% |
| ENERO DEL 2020 | $ 760.00 | $ - | $ - | $ 760.00 | 92% | 0% |
| FEBRERO DEL 2020 | $ 760.00 | $ - | $ - | $ 760.00 | 100% | 0% |

Preparado por Heather McCarley
12 de Marzo 2021

**Community Action Partnership of Kern**
**Head Start and Early Head Start Kern**
**Year-to-Date Non-Federal Share and In-Kind Report**
Budget Period: March 1, 2020 through February 28, 2021
Report for period ending **February 28, 2020** (Month 12 of 12)
**Percent of budget period elapsed: 100%**

| LOCATION | Enroll-ment | March | April | May | June | July | Aug | Sep | Oct | Nov | Dec | Jan | Feb | YTD Totals | IN-KIND GOAL | % OF GOAL MET |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Alberta Dillard | 80 | 243 | 0 | 0 | 0 | 0 | 1,678 | 4,985 | 3,739 | 2,930 | 2,508 | 3,439 | 0 | 19,522 | 70,588 | 28% |
| Alicante | 20 | 617 | 0 | 0 | 959 | 1,518 | 2,633 | 2,829 | 2,299 | 2,106 | 2,537 | 2,599 | 2,626 | 20,723 | 17,647 | 117% |
| Broadway | 40 | 0 | 0 | 0 | 0 | 0 | 358 | 2,864 | 6,992 | 7,084 | 7,598 | 10,412 | 2,828 | 38,135 | 35,294 | 108% |
| California City | 34 | 3,233 | 0 | 0 | 0 | 0 | 2,940 | 5,322 | 7,086 | 9,739 | 9,628 | 7,277 | 0 | 45,225 | 30,000 | 151% |
| Cleo Foran | 23 | 0 | 0 | 0 | 0 | 0 | 0 | 3,053 | 7,146 | 11,639 | 12,012 | 13,449 | 4,652 | 51,950 | 20,294 | 256% |
| Delano | 76 | 2,431 | 0 | 0 | 0 | 0 | 3,372 | 13,784 | 17,913 | 7,989 | 21,592 | 20,091 | 0 | 87,172 | 67,058 | 130% |
| East California | 56 | 221 | 0 | 0 | 5,571 | 5,367 | 4,578 | 7,720 | 6,475 | 6,619 | 8,811 | 10,381 | 9,631 | 65,375 | 49,411 | 132% |
| Fairfax | 40 | 4,454 | 0 | 0 | 0 | 0 | 544 | 4,733 | 4,718 | 5,048 | 8,161 | 6,992 | 6,573 | 41,223 | 35,294 | 117% |
| Fairview | 40 | 291 | 0 | 0 | 0 | 0 | 2,068 | 4,021 | 8,436 | 7,657 | 7,738 | 9,486 | 0 | 39,697 | 35,294 | 112% |
| Harvey L. Hall | 156 | 5,570 | 234 | 0 | 6,959 | 6,651 | 8,888 | 9,133 | 12,149 | 11,167 | 6,259 | 8,508 | 3,344 | 78,862 | 137,646 | 57% |
| Heritage | 40 | 0 | 0 | 0 | 0 | 0 | 0 | 5,563 | 5,976 | 3,528 | 3,295 | 4,899 | 4,437 | 27,697 | 35,294 | 78% |
| Home Base | 124 | 437 | 0 | 0 | 13,461 | 14,019 | 9,531 | 12,541 | 16,818 | 14,405 | 16,274 | 7,047 | 1,574 | 106,107 | 54,706 | 194% |
| Jewett | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 359 | 359 | 0 | 0% |
| Lamont | 40 | 103 | 0 | 0 | 0 | 0 | 2,304 | 4,095 | 5,253 | 3,226 | 3,045 | 0 | 0 | 18,026 | 35,294 | 51% |
| Martha J. Morgan | 44 | 4,024 | 2,384 | 0 | 2,010 | 1,793 | 3,134 | 3,180 | 4,090 | 4,358 | 5,139 | 9,219 | 0 | 39,330 | 38,823 | 101% |
| McFarland | 20 | 120 | 0 | 0 | 0 | 0 | 0 | 914 | 1,050 | 1,278 | 1,810 | 2,362 | 1,916 | 9,450 | 17,647 | 54% |
| Mojave | 20 | 0 | 0 | 0 | 0 | 0 | 1,021 | 4,689 | 6,126 | 7,859 | 9,342 | 11,389 | 7,138 | 47,563 | 17,647 | 270% |
| Oasis | 57 | 546 | 4,398 | 0 | 0 | 0 | 465 | 6,151 | 8,049 | 7,673 | 8,310 | 6,232 | 0 | 41,823 | 50,294 | 83% |
| Pete H. Parra | 128 | 768 | 0 | 0 | 3,565 | 4,394 | 6,366 | 8,318 | 9,704 | 8,896 | 9,259 | 9,214 | 9,516 | 70,000 | 112,940 | 62% |
| Planz | 20 | 1,840 | 0 | 0 | 0 | 0 | 0 | 118 | 0 | 438 | 0 | 3,125 | 2,335 | 7,856 | 17,647 | 45% |
| Primeros Pasos | 80 | 533 | 0 | 0 | 2,714 | 2,205 | 3,460 | 7,381 | 6,334 | 8,082 | 5,234 | 8,676 | 6,647 | 51,264 | 70,588 | 73% |
| Rosamond | 80 | 0 | 0 | 0 | 0 | 0 | 3,297 | 7,089 | 9,613 | 8,981 | 5,900 | 7,388 | 555 | 42,823 | 70,588 | 61% |
| San Diego Street | 40 | 131 | 0 | 0 | 2,279 | 3,288 | 2,491 | 3,086 | 3,961 | 2,557 | 3,112 | 2,610 | 2,027 | 25,543 | 35,294 | 72% |
| Seibert | 40 | 0 | 0 | 0 | 0 | 0 | 861 | 5,105 | 6,486 | 6,917 | 16,291 | 4,063 | 0 | 39,723 | 35,294 | 113% |
| Shafter | 20 | 0 | 0 | 0 | 1,432 | 954 | 2,568 | 2,305 | 3,336 | 1,902 | 2,285 | 2,320 | 2,745 | 19,846 | 17,647 | 112% |
| Shafter HS/EHS | 26 | 0 | 0 | 0 | 3,180 | 0 | 2,719 | 3,860 | 3,284 | 1,933 | 1,178 | 2,853 | 1,949 | 20,955 | 22,941 | 91% |
| Sterling | 124 | 4,465 | 131 | 0 | 7,724 | 2,684 | 4,260 | 6,656 | 7,480 | 6,795 | 7,695 | 7,919 | 0 | 55,809 | 109,411 | 51% |
| Sunrise Villa | 20 | 86 | 0 | 0 | 0 | 0 | 842 | 3,182 | 2,850 | 2,710 | 1,831 | 1,569 | 0 | 13,070 | 17,647 | 74% |
| Taft | 66 | 3,038 | 0 | 0 | 0 | 0 | 445 | 1,260 | 2,200 | 1,553 | 1,279 | 5,262 | 0 | 15,038 | 58,235 | 26% |
| Tehachapi | 34 | 309 | 0 | 0 | 0 | 0 | 1,382 | 3,799 | 3,990 | 3,257 | 2,850 | 3,644 | 2,851 | 22,081 | 30,000 | 74% |
| Vineland | 20 | 1,193 | 0 | 0 | 0 | 0 | 531 | 1,151 | 2,719 | 1,332 | 1,055 | 2,542 | 2,844 | 13,366 | 17,647 | 76% |
| Virginia | 40 | 0 | 0 | 0 | 0 | 0 | 3,516 | 3,024 | 3,932 | 5,615 | 2,846 | 4,508 | 0 | 23,440 | 35,294 | 66% |
| Wesley | 60 | 0 | 0 | 0 | 0 | 0 | 6,443 | 18,553 | 20,383 | 24,038 | 22,467 | 23,332 | 0 | 115,217 | 52,941 | 218% |
| Willow | 55 | 0 | 0 | 0 | 0 | 0 | 1,023 | 2,931 | 4,368 | 4,115 | 4,177 | 5,038 | 0 | 21,652 | 48,529 | 45% |
| Administrative Services | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | NA |
| Program Services | | 221 | 0 | 0 | 0 | 0 | 0 | 143 | 0 | 0 | 10,722 | 0 | 0 | 11,086 | 66,765 | 17% |
| **SUBTOTAL IN-KIND** | **1,763** | **34,874** | **7,147** | **0** | **49,855** | **42,873** | **83,716** | **173,537** | **214,954** | **203,425** | **232,238** | **227,845** | **76,545** | **1,347,008** | **1,567,638** | **86%** |
| State General Child Care* | | 272,771 | 247,499 | 213,702 | 247,499 | 108,858 | 111,141 | 111,123 | 155,553 | 127,356 | 198,455 | 169,032 | 158,225 | 2,121,214 | 1,871,571 | 113% |
| State Preschool* | | 543,194 | 529,058 | 456,933 | 529,088 | 58,501 | 78,791 | 160,537 | 269,006 | 230,035 | 297,959 | 339,628 | 325,022 | 3,817,751 | 3,074,165 | 124% |
| State Migrant Child Care* | | 30,418 | 28,139 | 25,612 | 28,139 | 9,664 | 7,886 | 6,837 | 7,877 | 7,282 | 16,385 | 8,471 | 7,183 | 183,892 | 184,872 | 99% |
| **SUBTOTAL CA DEPT of ED** | | **846,383** | **804,695** | **696,248** | **804,725** | **177,022** | **197,818** | **278,496** | **432,435** | **364,674** | **512,799** | **517,131** | **490,430** | **6,122,857** | **5,130,608** | **119%** |
| **GRAND TOTAL** | | **881,257** | **811,842** | **696,248** | **854,580** | **219,895** | **281,534** | **452,033** | **647,389** | **568,099** | **745,037** | **744,976** | **566,975** | **7,469,865** | **6,698,246** | **112%** |

*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, 2020 through January 31, 2021
Report for period ending January 31**, 2021** (Month 12 of 12)

**Percent of budget period elapsed: 100%**

| LOCATION | FUNDED ENROLL-MENT | Feb | March | April | May | June | July | Aug | Sep | Oct | Nov | Dec | Jan | YTD Totals | IN-KIND GOAL | % OF GOAL MET |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| California Street | 24 | 7,823 | 0 | 0 | 0 | 0 | 0 | 5,038 | 5,658 | 4,886 | 2,454 | 2,262 | 968 | 29,090 | 39,314 | 74% |
| Chrisman | 30 | 11,922 | 3,469 | 3,090 | 1,953 | 2,227 | 4,712 | 5,770 | 3,202 | 2,371 | 2,544 | 2,830 | 2,846 | 46,936 | 49,142 | 96% |
| Gianone | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 334 | 774 | 1,020 | 2,128 | | |
| Kennedy | 16 | 83 | 1,665 | 1,413 | 1,521 | 1,812 | 1,620 | 3,943 | 2,037 | 985 | 1,175 | 459 | 373 | 17,086 | 26,209 | 65% |
| Lodi Home Base | 35 | 44 | 263 | 0 | 0 | 0 | 8,795 | 7,474 | 7,276 | 5,163 | 7,130 | 0 | 0 | 36,145 | 28,666 | 126% |
| Lodi UCC | 30 | 100 | 1,200 | 171 | 177 | 171 | 5,267 | 6,775 | 6,634 | 5,037 | 4,711 | 4,073 | 4,092 | 38,408 | 49,142 | 78% |
| Manteca Home Base | 12 | 0 | 1,276 | 537 | 551 | 533 | 4,854 | 5,673 | 4,747 | 3,539 | 1,644 | 429 | 440 | 24,223 | 9,828 | 246% |
| Marci Massei | 24 | 9,019 | 0 | 0 | 0 | 0 | 3,595 | 3,914 | 2,812 | 1,697 | 1,638 | 1,937 | 2,380 | 26,991 | 39,314 | 69% |
| St. Mary's | 16 | 183 | 0 | 0 | 0 | 0 | 3,756 | 4,611 | 4,897 | 5,145 | 4,581 | 4,149 | 3,885 | 31,208 | 26,209 | 119% |
| Stockton Home Base | 90 | 133 | 3,163 | 1,803 | 2,128 | 2,199 | 19,356 | 19,379 | 15,378 | 11,203 | 6,367 | 4,772 | 2,385 | 88,265 | 73,714 | 120% |
| Tracy Home Base | 12 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 9,828 | 0% |
| Walnut | 24 | 10,479 | 8,850 | 6,671 | 2,388 | 2,400 | 5,134 | 5,107 | 5,049 | 4,771 | 4,700 | 3,005 | 3,155 | 61,709 | 39,314 | 157% |
| Administrative Services | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 900 | 900 | 0 | |
| Program Services | | 0 | 8,655 | 8,655 | 8,655 | 8,655 | 9,989 | 19,844 | 9,629 | 9,090 | 8,655 | 8,655 | 9,555 | 110,036 | 108,412 | 101% |
| Policy Council | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 43 | 17 | 0 | 60 | 1,000 | 6% |
| **SUBTOTAL IN-KIND** | **313** | **39,786** | **28,540** | **22,340** | **17,374** | **17,996** | **67,078** | **87,528** | **67,317** | **53,888** | **45,976** | **33,362** | **32,000** | **513,186** | **500,094** | **103%** |
| State General Child Care* | | 0 | 0 | 0 | 0 | 0 | 24,048 | 48,006 | 89,578 | 116,778 | 111,070 | 131,784 | 124,321 | 645,586 | 846,988 | 76% |
| **SUBTOTAL CA DEPT of ED** | | **0** | **0** | **0** | **0** | **0** | **24,048** | **48,006** | **89,578** | **116,778** | **111,070** | **131,784** | **124,321** | **645,586** | **846,988** | **76%** |
| **GRAND TOTAL** | | **39,786** | **28,540** | **22,340** | **17,374** | **17,996** | **91,126** | **135,534** | **156,895** | **170,666** | **157,046** | **165,146** | **156,321** | **1,158,772** | **1,347,082** | **86%** |

*May include estimates

Department of Health and Human Services

Administration for Children and Families

# Notice of Award

Award# 09CH011132-03-00
FAIN# 09CH011132
Federal Award Date: 02/23/2021

## Recipient Information

**1. Recipient Name**

Community Action Partnership Of Kern
5005 Business Park N
Bakersfield, CA 93309-1651
661-336-5236

**2. Congressional District of Recipient**
23

**3. Payment System Identifier (ID)**
1952402760A1

**4. Employer Identification Number (EIN)**
952402760

**5. Data Universal Numbering System (DUNS)**
072947617

**6. Recipient's Unique Entity Identifier**

**7. Project Director or Principal Investigator**

Mrs. Yolanda Gonzales
Director of Head Start/ State Child Development
ygonzale@capk.org
661-336-5236

**8. Authorized Official**

Mr. Curtis Floyd
Authorizing Official/Board Chair
curtis@curtisfloydlaw.com
(661) 336-5236

**Federal Agency Information**
ACF/OHS Region IX Grants Office

**9. Awarding Agency Contact Information**
Mr. Jeffrey Arciero
Grants Management Officer
jeffrey.arciero@acf.hhs.gov
617-565-2446

**10.Program Official Contact Information**
Ms. Cynthia T Yao
Head Start Program
Cynthia.Yao@acf.hhs.gov
415-437-8451

## Federal Award Information

**11. Award Number**
09CH011132-03-00

**12. Unique Federal Award Identification Number (FAIN)**
09CH011132

**13. Statutory Authority**
42 USC 9801 ET SEQ.

**14. Federal Award Project Title**
Head Start and Early Head Start

**15. Assistance Listing Number**
93.600

**16. Assistance Listing Program Title**
Head Start

**17. Award Action Type**
Non-Competing Continuation

**18. Is the Award R&D?**
No

## Summary Federal Award Financial Information

| | | |
|---|---|---|
| **19.** | **Budget Period Start Date** 03/01/2021 **- End Date** 02/28/2022 | |
| **20.** | **Total Amount of Federal Funds Obligated by this Action** | $27,045,025.00 |
| | 20a. Direct Cost Amount | $24,652,614.00 |
| | 20b. Indirect Cost Amount | $2,392,411.00 |
| **21.** | Authorized Carryover | $0.00 |
| **22.** | Offset | $0.00 |
| **23.** | Total Amount of Federal Funds Obligated this budget period | $0.00 |
| **24.** | **Total Approved Cost Sharing or Matching, where applicable** | $6,761,257.00 |
| **25.** | **Total Federal and Non-Federal Approved this Budget Period** | $33,806,282.00 |
| **26.** | **Project Period Start Date** 07/01/2019 **- End Date** 06/30/2024 | |
| **27.** | Total Amount of the Federal Award including Approved Cost Sharing or Matching this Project Period | $83,820,628.00 |

**28. Authorized Treatment of Program Income**
Additional Costs

**29. Grants Management Officer – Signature**
Mr. Jeffrey Arciero
Grants Management Officer

## 30. Remarks

Department of Health and Human Services

Administration for Children and Families

# Notice of Award

Award# 09CH011132-03-00
FAIN# 09CH011132
Federal Award Date: 02/23/2021

## Recipient Information

**Recipient Name**

Community Action Partnership Of Kern
5005 Business Park N
Bakersfield, CA 93309-1651
661-336-5236

**Congressional District of Recipient**
23

**Payment Account Number and Type**
1952402760A1

**Employer Identification Number (EIN) Data**
952402760

**Universal Numbering System (DUNS)**
072947617

**Recipient's Unique Entity Identifier**
Not Available

**31. Assistance Type**
Project Grant

**32. Type of Award**
Service

**33. Approved Budget**
(Excludes Direct Assistance)

I. Financial Assistance from the Federal Awarding Agency Only
II. Total project costs including grant funds and all other financial participation

| | |
|---|---|
| a. Salaries and Wages | $14,841,260.00 |
| b. Fringe Benefits | $4,425,848.00 |
| c. Total Personnel Costs | $19,267,108.00 |
| d. Equipment | $0.00 |
| e. Supplies | $1,247,676.00 |
| f. Travel | $74,157.00 |
| g. Construction | $0.00 |
| h. Other | $3,844,523.00 |
| i. Contractual | $219,150.00 |
| j. TOTAL DIRECT COSTS | $24,652,614.00 |
| k. INDIRECT COSTS | $2,392,411.00 |
| l. TOTAL APPROVED BUDGET | $27,045,025.00 |
| m. Federal Share | $27,045,025.00 |
| n. Non-Federal Share | $6,761,257.00 |

**34. Accounting Classification Codes**

| FY-ACCOUNT NO. | DOCUMENT NO. | ADMINISTRATIVE CODE | OBJECT CLASS | AMT ACTION FINANCIAL ASSISTANCE | APPROPRIATION |
|---|---|---|---|---|---|
| 1-G094122 | 09CH01113203 | ACFOHS | 41.51 | $26,698,853.00 | 75-21-1536 |
| 1-G094120 | 09CH01113203 | ACFOHS | 41.51 | $177,586.00 | 75-21-1536 |
| 1-G094121 | 09CH01113203 | ACFOHS | 41.51 | $168,586.00 | 75-21-1536 |

**35. Terms And Conditions**

## STANDARD TERMS

1. Paid by DHHS Payment Management System (PMS), see attached for payment information. This award is subject to the requirements of the HHS Grants Policy Statement (HHS GPS) that are applicable to you based on your recipient type and the purpose of this award.

   This includes requirements in Parts I and II (available at http://www.hhs.gov/grants/grants/policies-regulations/index.html of the HHS GPS. Although consistent with the HHS GPS, any applicable statutory or regulatory requirements, including 45 CFR Part 75, directly apply to this award apart from any coverage in the HHS GPS. This award is subject to requirements or limitations in any applicable Appropriations Act. This award is subject to the requirements of Section 106 (g) of the trafficking Victims Protection Act of 2000, as amended (22 U.S.C. 7104). For the full text of the award term, go to http://www.acf.hhs.gov/discretionary-post-award-requirements
   This award is subject to the Federal Financial Accountability and Transparency Act (FFATA or Transparency) of 2006 subaward and executive compensation reporting requirements. For the full text of the award term, go to http://www.acf.hhs.gov/discretionary-post-award-requirements.This award is subject to requirements as set forth in 2 CFR 25.110 Central Contractor Registration (CCR) and DATA Universal Number System (DUNS). For full text go to http://www.acf.hhs.gov/discretionary-post-award-requirements

   Consistent with 45 CFR 75.113, applicants and recipients must disclose in a timely manner, in writing to the HHS awarding agency, with a copy to the HHS Office of Inspector General (OIG), all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Subrecipients must disclose, in a timely manner, in writing to the prime recipient (pass through entity) and the HHS OIG, all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Disclosures must be sent in writing to the awarding agency and to the HHS OIG at the following addresses:
   The Administration for Children for Children and Families U.S. Department of Health and Human Services Office of Grants Management ATTN: Grants Management Specialist 330 C Street, SW., Switzer Building Corridor 3200 Washington, DC 20201 AND
   U.S. Department of Health and Human Services Office of Inspector General ATTN: Mandatory Grant Disclosures, Intake Coordinator 330 Independence Avenue, SW, Cohen Building Room 5527 Washington, DC 20201 Fax: (202) 205-0604 (Include “Mandatory Grant Disclosures” in subject line) or Email: MandatoryGranteeDisclosures@oig.hhs.gov
   Failure to make required disclosures can result in any of the remedies described in 45 CFR75.371 Remedies for noncompliance, including suspension or debarment (See 2 CFR parts 180 & 376 and 31 U.S.C. 3321).

   This award is subject to the requirements as set forth in 45 CFR Part 87. This award is subject to HHS regulations codified at 45 CFR Chapter XIII, Parts 1301, 1302, 1303, 1304 and 1305. Attached are terms and conditions, reporting requirements, and payment instructions. Initial expenditure of funds by the grantee constitutes acceptance of this award.

# AWARD ATTACHMENTS

Community Action Partnership Of Kern 09CH011132-03-00

1. Remarks

**30. REMARKS (Continued from previous page)**

This action awards $26,698,853 for operations; $177,586 for Head Start training and technical assistance; and $168,586 for Early Head Start training and technical assistance for the 03/01/2021-02/28/2022 budget period.

The projected operations costs per program based on the application submitted for this period are $17,785,549 for Head Start and $8,913,304 for Early Head Start.

Head Start population: 1,317 children.
Designated Head Start service area(s): Kern County, California.
Approved program option(s) for the Head Start program: Center-based, Locally Designed Program.

Early Head Start population: 446 infants, toddlers, and pregnant women.
Designated Early Head Start service area(s): Kern County, California.
Approved program option(s) for the Early Head Start program: Center-based, Home-based.

This grant is subject to the requirements included in Attachment 1.

As per Program Instruction ACF-PI-HS-17-04, the grantee is required to submit one semi-annual SF-425 report, one annual SF-425 report, and one final SF-425 report. For Community Action Partnership of Kern, SF-425 reports must be received by:

- Semi-Annual Report: 10/30/2021
- Annual Report: 04/30/2022
- Final Report: 07/30/2022

Additionally, the grantee must submit their SF-429 Real Property Status report via the Online Data Collection System, accessible through GrantSolutions. Your SF-429 report is due by the Annual SF-425 due date given above. Please refer to Program Instruction ACF-PI-HS-17-03 for further details.

## Attachment 1

**Award Number: 09CH011132/03**

**Recipient Organization: COMMUNITY ACTION PARTNERSHIP OF KERN**

This grant is subject to Section 640(b) of the Head Start Act and 45 C.F.R. § 1303.4 requiring a non-federal match of 20 percent of the total cost of the program. This grant is also subject to the requirements in Section 644(b) of the Head Start Act and 45 C.F.R. § 1303.5 limiting development and administrative costs to a maximum of 15 percent of the total costs of the program, including the non-federal match contribution of such costs. The requirements for a non-federal match of 20 percent and the limitation of 15 percent for development and administrative costs apply to the 03/01/2021-02/28/2022 budget period unless a waiver is approved. Any request for a waiver of the non-federal match, or a portion thereof, that meets the conditions under Section 640(b)(1)-(5) of the Head Start Act and 45 C.F.R. § 1303.4 or a waiver of the limitation on development and administrative costs that meets the conditions under 45 C.F.R. § 1303.5 must be submitted in advance of the end of the budget period. Any waiver request submitted after the expiration of the project period will not be considered.

The HHS Uniform Administrative Requirements (see 45 C.F.R. § 75.308(c)(1)(ii)) provide the authority to ACF to approve key staff of Head Start grantees. For the purposes of this grant, key staff is defined as the Head Start Director or person carrying out the duties of the Head Start Director if not under that title and the Chief Executive Officer, Executive Director and/or Chief Fiscal Officer if any of those positions is funded, either directly or through indirect cost recovery, more than 50 percent with Head Start funds.

Section 653 of the Head Start Act prohibits the use of any federal funds, including Head Start grant funds, to pay any portion of the compensation of an individual employed by a Head Start agency if that individual's compensation exceeds the rate payable for Level II of the Executive Schedule.

Prior written approval must be obtained for the purchase of equipment and other capital expenditures as described in 45 C.F.R. § 75.439(a). Prior written approval must also be obtained under 45 C.F.R. § 75.439(b)(3) and 45 C.F.R. Part 1303 Subpart E - Facilities to use Head Start grant funds for the initial or ongoing purchase, construction and major renovation of facilities. No Head Start grant funds may be used toward the payment of one-time expenses, principal and interest for the acquisition, construction or major renovation of a facility without prior written approval of the Administration for Children and Families.

Department of Health and Human Services

Administration for Children and Families

# Notice of Award

Award# 09HP000163-03-00
FAIN# 09HP000163
Federal Award Date: 02/23/2021

## Recipient Information

**1. Recipient Name**

Community Action Partnership Of Kern
5005 Business Park N
Head Start and State Child Dev
Bakersfield, CA 93309-1651
661-336-5236

**2. Congressional District of Recipient**
23

**3. Payment System Identifier (ID)**
1952402760A1

**4. Employer Identification Number (EIN)**
952402760

**5. Data Universal Numbering System (DUNS)**
072947617

**6. Recipient's Unique Entity Identifier**

**7. Project Director or Principal Investigator**

Mrs. Yolanda Gonzales
Director of Head Start/ State Child Development
ygonzale@capk.org
661-336-5236

**8. Authorized Official**

Mr. Curtis Floyd
Authorizing Official/Board Chair
curtis@curtisfloydlaw.com
(661) 336-5236

**Federal Agency Information**
ACF/OHS Region IX Grants Office

**9. Awarding Agency Contact Information**
Mr. Jeffrey Arciero
Grants Management Officer
jeffrey.arciero@acf.hhs.gov
617-565-2446

**10.Program Official Contact Information**
Ms. Cynthia T Yao
Head Start Program
Cynthia.Yao@acf.hhs.gov
415-437-8451

## Federal Award Information

**11. Award Number**
09HP000163-03-00

**12. Unique Federal Award Identification Number (FAIN)**
09HP000163

**13. Statutory Authority**
42 USC 9801 ET SEQ.

**14. Federal Award Project Title**
Early Head Start Child Care Partnership

**15. Assistance Listing Number**
93.600

**16. Assistance Listing Program Title**
Head Start

**17. Award Action Type**
Non-Competing Continuation

**18. Is the Award R&D?**
No

## Summary Federal Award Financial Information

| | | |
|---|---|---|
| **19.** | **Budget Period Start Date** 03/01/2021 **- End Date** 02/28/2022 | |
| **20.** | **Total Amount of Federal Funds Obligated by this Action** | $2,454,592.00 |
| | 20a. Direct Cost Amount | $2,236,759.00 |
| | 20b. Indirect Cost Amount | $217,833.00 |
| **21.** | Authorized Carryover | $0.00 |
| **22.** | Offset | $0.00 |
| **23.** | Total Amount of Federal Funds Obligated this budget period | $0.00 |
| **24.** | **Total Approved Cost Sharing or Matching, where applicable** | $613,648.00 |
| **25.** | **Total Federal and Non-Federal Approved this Budget Period** | $3,068,240.00 |
| **26.** | **Project Period Start Date** 03/01/2019 **- End Date** 02/29/2024 | |
| **27.** | Total Amount of the Federal Award including Approved Cost Sharing or Matching this Project Period | $8,141,710.00 |

**28. Authorized Treatment of Program Income**
Additional Costs

**29. Grants Management Officer – Signature**
Mr. Jeffrey Arciero
Grants Management Officer

## 30. Remarks

# Notice of Award

Award# 09HP000163-03-00
FAIN# 09HP000163
Federal Award Date: 02/23/2021

## Recipient Information

**Recipient Name**

Community Action Partnership Of Kern
5005 Business Park N
Head Start and State Child Dev
Bakersfield, CA 93309-1651
661-336-5236

**Congressional District of Recipient**
23

**Payment Account Number and Type**
1952402760A1

**Employer Identification Number (EIN) Data**
952402760

**Universal Numbering System (DUNS)**
072947617

**Recipient's Unique Entity Identifier**
Not Available

**31. Assistance Type**
Project Grant

**32. Type of Award**
Service

**33. Approved Budget**
(Excludes Direct Assistance)

I. Financial Assistance from the Federal Awarding Agency Only
II. Total project costs including grant funds and all other financial participation

| | |
|---|---|
| a. Salaries and Wages | $658,760.00 |
| b. Fringe Benefits | $179,712.00 |
| c. Total Personnel Costs | $838,472.00 |
| d. Equipment | $0.00 |
| e. Supplies | $53,474.00 |
| f. Travel | $5,294.00 |
| g. Construction | $0.00 |
| h. Other | $260,693.00 |
| i. Contractual | $1,078,826.00 |
| j. TOTAL DIRECT COSTS | $2,236,759.00 |
| k. INDIRECT COSTS | $217,833.00 |
| l. TOTAL APPROVED BUDGET | $2,454,592.00 |
| m. Federal Share | $2,454,592.00 |
| n. Non-Federal Share | $613,648.00 |

**34. Accounting Classification Codes**

| FY-ACCOUNT NO. | DOCUMENT NO. | ADMINISTRATIVE CODE | OBJECT CLASS | AMT ACTION FINANCIAL ASSISTANCE | APPROPRIATION |
|---|---|---|---|---|---|
| 1-G094122 | 09HP00016303 | ACFOHS | 41.51 | $2,398,407.00 | 75-21-1536 |
| 1-G094121 | 09HP00016303 | ACFOHS | 41.51 | $56,185.00 | 75-21-1536 |

**35. Terms And Conditions**

## STANDARD TERMS

1. Paid by DHHS Payment Management System (PMS), see attached for payment information. This award is subject to the requirements of the HHS Grants Policy Statement (HHS GPS) that are applicable to you based on your recipient type and the purpose of this award.

   This includes requirements in Parts I and II (available at http://www.hhs.gov/grants/grants/policies-regulations/index.html of the HHS GPS. Although consistent with the HHS GPS, any applicable statutory or regulatory requirements, including 45 CFR Part 75, directly apply to this award apart from any coverage in the HHS GPS. This award is subject to requirements or limitations in any applicable Appropriations Act. This award is subject to the requirements of Section 106 (g) of the trafficking Victims Protection Act of 2000, as amended (22 U.S.C. 7104). For the full text of the award term, go to http://www.acf.hhs.gov/discretionary-post-award-requirements
   This award is subject to the Federal Financial Accountability and Transparency Act (FFATA or Transparency) of 2006 subaward and executive compensation reporting requirements. For the full text of the award term, go to http://www.acf.hhs.gov/discretionary-post-award-requirements.This award is subject to requirements as set forth in 2 CFR 25.110 Central Contractor Registration (CCR) and DATA Universal Number System (DUNS). For full text go to http://www.acf.hhs.gov/discretionary-post-award-requirements

   Consistent with 45 CFR 75.113, applicants and recipients must disclose in a timely manner, in writing to the HHS awarding agency, with a copy to the HHS Office of Inspector General (OIG), all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Subrecipients must disclose, in a timely manner, in writing to the prime recipient (pass through entity) and the HHS OIG, all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Disclosures must be sent in writing to the awarding agency and to the HHS OIG at the following addresses:
   The Administration for Children for Children and Families U.S. Department of Health and Human Services Office of Grants Management ATTN: Grants Management Specialist 330 C Street, SW., Switzer Building Corridor 3200 Washington, DC 20201 AND
   U.S. Department of Health and Human Services Office of Inspector General ATTN: Mandatory Grant Disclosures, Intake Coordinator 330 Independence Avenue, SW, Cohen Building Room 5527 Washington, DC 20201 Fax: (202) 205-0604 (Include “Mandatory Grant Disclosures” in subject line) or Email: MandatoryGranteeDisclosures@oig.hhs.gov
   Failure to make required disclosures can result in any of the remedies described in 45 CFR75.371 Remedies for noncompliance, including suspension or debarment (See 2 CFR parts 180 & 376 and 31 U.S.C. 3321).

   This award is subject to the requirements as set forth in 45 CFR Part 87. This award is subject to HHS regulations codified at 45 CFR Chapter XIII, Parts 1301, 1302, 1303, 1304 and 1305. Attached are terms and conditions, reporting requirements, and payment instructions. Initial expenditure of funds by the grantee constitutes acceptance of this award.

# AWARD ATTACHMENTS

Community Action Partnership Of Kern 09HP000163-03-00

1. Remarks

**30. REMARKS (Continued from previous page)**

This action awards $2,398,407 for operations  and $56,185 for training and technical assistance for the 03/01/2021-02/28/2022 budget period.

Early Head Start population: 152 infants and toddlers.
Designated Early Head Start service area(s): County of Kern, California.
Approved program option(s) for the Early Head Start program: Center-based.

This grant is subject to the requirements included in Attachment 1.

As per Program Instruction ACF-PI-HS-17-04, the grantee is required to submit one semi-annualSF-425 report, one annual SF-425 report, and one final SF-425 report. For Community Action Partnership of Kern, SF-425 reports must be received by:

- Semi-Annual Report: 10/30/2021
- Annual Report: 04/30/2022
- Final Report: 07/30/2022

Additionally, the grantee must submit their SF-429 Real Property Status report via the Online Data Collection System, accessible through GrantSolutions. Your SF-429 report is due by the Annual SF-425 due date given above. Please refer to Program Instruction ACF-PI-HS-17-03 for further details.

## Attachment 1

**Award Number: 09HP000163/03**

**Recipient Organization: COMMUNITY ACTION PARTNERSHIP OF KERN**

This grant is subject to Section 640(b) of the Head Start Act and 45 C.F.R. § 1303.4 requiring a non-federal match of 20 percent of the total cost of the program. This grant is also subject to the requirements in Section 644(b) of the Head Start Act and 45 C.F.R. § 1303.5 limiting development and administrative costs to a maximum of 15 percent of the total costs of the program, including the non-federal match contribution of such costs. The requirements for a non-federal match of 20 percent and the limitation of 15 percent for development and administrative costs apply to the 03/01/2021-02/28/2022 budget period unless a waiver is approved. Any request for a waiver of the non-federal match, or a portion thereof, that meets the conditions under Section 640(b)(1)-(5) of the Head Start Act and 45 C.F.R. § 1303.4 or a waiver of the limitation on development and administrative costs that meets the conditions under 45 C.F.R. § 1303.5 must be submitted in advance of the end of the budget period. Any waiver request submitted after the expiration of the project period will not be considered.

The HHS Uniform Administrative Requirements (see 45 C.F.R. § 75.308(c)(1)(ii)) provide the authority to ACF to approve key staff of Head Start grantees. For the purposes of this grant, key staff is defined as the Head Start Director or person carrying out the duties of the Head Start Director if not under that title and the Chief Executive Officer, Executive Director and/or Chief Fiscal Officer if any of those positions is funded, either directly or through indirect cost recovery, more than 50 percent with Head Start funds.

Section 653 of the Head Start Act prohibits the use of any federal funds, including Head Start grant funds, to pay any portion of the compensation of an individual employed by a Head Start agency if that individual's compensation exceeds the rate payable for Level II of the Executive Schedule.

Prior written approval must be obtained for the purchase of equipment and other capital expenditures as described in 45 C.F.R. § 75.439(a). Prior written approval must also be obtained under 45 C.F.R. § 75.439(b)(3) and 45 C.F.R. Part 1303 Subpart E - Facilities to use Head Start grant funds for the initial or ongoing purchase, construction and major renovation of facilities. No Head Start grant funds may be used toward the payment of one-time expenses, principal and interest for the acquisition, construction or major renovation of a facility without prior written approval of the Administration for Children and Families.

## DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

| | |
|---|---|
| **Division/Director:** Head Start/State Child Development/Yolanda Gonzales | **Month/Year:** February 2021 |
| **Program/Work Unit:** Head Start/Early Head Start | **Program Manager/Supervisor:** Ginger Mendez/Robert Espinosa |
| **Services:** Head Start and Early Head Start childhood education for low-moderate income children ages 0-5 in center-based, part-day or full-day environments and home-based options. | |

| Program | Funded Enrollment | Reportable Enrollment | Percentage | Enrollment Breakdown | Disabilities (Based on Actual Enrollment) | Over Income |
|---|---|---|---|---|---|---|
| Head Start Kern | **1317** | **918** | **70%** | | **4.4% (6.4%)** | **10%** |
| Early Head Start Kern<br>• EHS Center Based<br>• EHS Home Based<br>• EHS Home Based-Interim | **446**<br>243<br>123<br>80 | **300** | **67%** | <br>176 /243<br>101/123<br>23/80 | **10.5% (16.9%)** | **9.9%** |
| Early Head Start San Joaquin | **313** | **214** | **68%** | | **18.9% (28%)** | **8%** |
| Early Head Start Partnership<br>• Angela Martinez<br>• Bakersfield College<br>• Blanton<br>• Garden Pathways<br>• Taft College<br>• Escuelita Hernandez<br>• Seeking Partner | **152**<br>24<br>32<br>16<br>11<br>42<br>16<br>11 | **57** | **37%**<br>29%<br>25%<br>69%<br>64%<br>50%<br>19%<br>0% | <br>7/24<br>8/32<br>11/16<br>7/11<br>21/42<br>3/16<br>0/11 | **5.6% (14.6%)** | **4.6%** |

| Home Visiting Program | Cumulative Enrollment | Contract Enrollment Target |
|---|---|---|
| | **140** | **140** |

**HIGHLIGHTS:** March 2021 we will begin our expansion of 64 slots to East Kern, Taft, and Shafter communities.

| Division Staffing | | | |
|---|---|---|---|
| **Currently Employed** | **Vacant Positions** | **Continuous Family Leave** | **Intermittent Family Leave** |
| 622 | 21 | 18 | 90 |

**HIGHLIGHTS:** We currently have 17 employees in the onboarding process.

In the month of February, 4 new staff members have joined the CAPK family.

| Compliance |
|---|
| The Child and Adult Care Food Program (CACFP) administrative review was completed February 9, 2021. During our exit interview, the reviewer reported that all areas were found to be in compliance, and the program was congratulated on an excellent administrative review! The following 5 sites were reviewed: Cleo Foran, Kennedy (Stockton), Sterling, Tehachapi and Willow. Congratulations to center staff and support staff on an excellent review! |

| Central Kitchen<br>February 2021 | | | | |
|---|---|---|---|---|
| **Meals & Snacks** | **Total # Prepared** | **Breakfast** | **Lunch** | **Snack** |
| Head Start / Early Head Start Centers | 24,230 | 8,854 | 7,236 | 8,140 |
| Boxed Meals—Virtual | 25,788 | 8,596 | 8,596 | 8,596 |
| Home Based | 3,927 | 1,309 | 1,309 | 1,309 |
| **TOTALS** | **53,945** | | | |

**HIGHLIGHTS:**

| CACFP | | | | | |
|---|---|---|---|---|---|
| **January 2020** | | | | | |
| Total Meals Requested | | | Meals Allocated | | % of Meals Served |
| Central Kitchen | Vendor Meals | **Total Meals** | CACFP/USDA | HS/EHS | January 2020 |
| 53,334 | 5,834 | 59,168 | 46,041 | 13,127 | **84%** |

COMMUNITY ACTION PARTNERSHIP OF KERN HEAD START/STATE CHILD DEVELOPMENT

**POLICY COUNCIL BYLAWS COMMITTEE MEETING**

Held Via Tele-Conference Per Governor's Executive Order N-25-20

Call in Number: (213) 204-2374 Conference ID: 646 269 067#

February 9, 2021 Meeting Minutes

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

2. **Call to Order**
   **a.** The meeting was called to order at 5:34 p.m. by member Nicole Cabe.

3. **Roll Call and establish Quorum (half plus one)**
   **a.** Quorum was established.
   **b. Present:** Nicole Cabe, Andrea Martinez, Kaylonie Howard
   **c. Absent:** none

4. **Approval of Agenda**
   A motion made by Andrea Martinez to approve the agenda dated February 9, 2021; seconded by Nicole Cabe. Motion carried.

5. **Approval of Minutes**
   A motion made by Andrea Martinez to approve the minutes dated October 13, 2020; seconded by Nicole Cabe. Motion carried.

6. **Introduction of Guests**
   Staff sponsor, Lisa Price, Program Governance Coordinator was the only guest in attendance.

7. **Public Forum**
   *(The public wishing to address the Policy Council Bylaws 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. Proposed Bylaws Meeting Schedule ~ Lisa Price Program Governance Coordinator**
   Lisa shared the proposed meeting schedule with members. Motion was made by Nicole Cabe to approve the meeting dates as outlined; seconded by Andrea Martinez. Motion carried.
   **b. Roles & Responsibilities**
   Lisa shared the roles and responsibilities of the Bylaws Committee. It was noted the purpose of the committee is to review the document and recommend any changes (if need be) on an annual basis. Lisa shared that the bylaws were recently (September/October 2020) revised and approved by the subcommittee, Policy Council, as well as the CAPK Board of Directors. This recent revision includes provisions for virtual meeting attendance as well as changes to meeting dates to closer mirror that of the Board of Directors. Lisa stated while there may not be a need to edit the current document at this time, adding should changes to our program occur such as the award of the Fresno County Head Start/Early Head Start grant then the committee will want to look at the makeup of Policy Council so as to include parents from this program option. Lisa emphasized, that we have not heard back on the application submitted and was merely exampling an incident that would perhaps warrant revision to the current bylaws.

**c. Review of Policy Council Bylaws**

The committee began reviewing each article and subsection of the Policy Council Bylaws in depth and detailed with clarification provided as needed. Areas reviewed and discussed included, the purpose and function of Policy Council, composition of membership as well as types of membership, term limits and more. The committee will continue to examine and discuss the balance of the bylaws at future meetings until the entire document has been reviewed to the committee's satisfaction and understanding.

**9. Announcements/Committee Member Comments**

None

**10. Adjournment**

Meeting was adjourned at 6:00 p.m.

ASOCIACIÓN DE ACCIÓN COMUNITARIA DE KERN HEAD START/DESARROLLO INFANTIL ESTATAL
**RESUMEN DE LA JUNTA DEL COMITÉ DE ESTATUTOS DEL CONCILIO DE PÓLIZA**
Junta a llevarse a cabo por Teleconferencia por orden ejecutiva gubernamental N-25-20
Número de teléfono: (213) 204-2374 Número de identificación de la conferencia: 646 269 067#
Resumen de la junta 9 de febrero, 2021

1. **Bienvenida**
   Se dio la bienvenida de los miembros de la junta.

2. **Llamado al orden**
   **a.** Nicole Cabe llamó al orden la junta a las 5:34 p.m.

3. **Pase de lista y establecimiento de cuórum (la mitad más uno)**
   **a.** Se estableció cuórum.
   **b.** **Presentes:** Nicole Cabe, Andrea Martínez, Kaylonie Howard
   **c.** **Ausentes:** ninguno

4. **Aprobación de agenda**
   Andrea Martínez presentó una moción para la aprobación de la agenda fechada el 9 de febrero, 2021; esta fue secundada por Nicole Cabe. Moción aprobada.

5. **Aprobación de minutos**
   Andrea Martínez presentó una moción para la aprobación de los minutos fechados el 13 de octubre, 2020; esta fue secundada por Nicole Cabe. Moción aprobada.

6. **Presentación de invitados**
   Lisa Price, patrocinadora del comité y coordinadora del programa de gobernanza, fue la única invitada presente.

7. **Foro Público**
   *(El público que desee dirigirse al comité de estatutos, puede hacerlo en este momento, sin embargo, el comité no tomara ninguna acción, **más** que referirlo a los empleados para su estudio y análisis.)*
   Ninguno

8. **Presentación/discusión de temas**
   **a. Horario de reuniones del comité de estatutos ~ Lisa Price coordinadora del programa de gobernanza**
   Lisa compartió el horario de reuniones con los miembros. Nicole Cabe presentó una propuesta para la aprobación del calendario de reuniones, Andrea Martínez la secundó. Propuesta aprobada.
   **b. Funciones y responsabilidades**
   Lisa explicó las funciones y responsabilidades del comité de estatutos. Se estableció que el propósito del comité es revisar anualmente el documento y recomendar cambios (si es necesario). Agregó que la última edición se revisó y fue aprobada por el subcomité, el concilio de póliza, así como la junta directiva de CAPK; durante los meses de septiembre y octubre del 2020. Esta reciente revisión, incluye disposiciones para la participación de juntas virtuales, así como cambios en el horario del subcomité para reflejar más de cerca el horario de la junta directiva. Lisa enfatizó que no era necesario editar el actual documento, agregando que, si ocurren cambios en el programa, como la aprobación del subsidio del programa Head Start y Early Head Start del condado de Fresno, entonces será necesario incluir miembros al concilio de póliza de este programa. Lisa explicó que todavía no han recibido ninguna respuesta sobre la solicitud que se

presentó, simplemente estaba proporcionando un ejemplo del incidente que quizás justificaría una revisión de los actuales estatutos.

c. **Revisión de los estatutos del concilio de pólizas**
El comité comenzó a revisar con profundidad cada artículo y subdivisión de los estatutos del concilio de póliza, se proporcionaron los detalles necesarios. Las áreas que se revisaron y discutieron fueron el propósito y función del concilio de póliza, composición y tipos de la membresía, los límites para la misma entre otras cosas. El comité continuará examinando y discutiendo el balance de los estatutos en juntas futuras, hasta que se haya revisado todo el documento a la satisfacción y comprensión del comité.

**9. <u>Anuncios/comentarios de los miembros del comité</u>**
Ninguno

**10. <u>Conclusión</u>**
La junta se clausuró a las 6:00 p.m.

# Policy Council School Readiness Committee Meeting
## Meeting Minutes
### February 11 2021
### 5005 Business Park North, Bakersfield, California
5:37 p.m. – 6:14 p.m.

1. **Welcome**
   The group was welcomed to the meeting. Amanda introduced herself to the attendees

2. **Call to Order**
   a. Meeting was called to order at 5:37 p.m. by Agueda Hernandez

3. **Roll Call and Establish Quorum (Half Plus One)**
   a. PC members present Agueda Hernandez; Brittany Dunbar; Laura Gonzales; Rosalinda Valencia
   b. PC members absent: Teresa Fajardo

4. **Approval of Agenda**
   a. Motion was made by Rosalinda, to approve the agenda dated 02.11.2021; seconded by Laura Gonzales. Motion carried unanimously.

5. **Approval of Minutes**
   a. Motion was made by Rosalinda, to approve the minutes dated 10.20.2020; seconded by Laura Gonzales. Motion carried unanimously.

6. **Introduction of Guests**
   a. Guest in attendance tonight were: Amanda Espitia; Carolyn Coffey; Cynthia Rodriguez; Leslie Mitchell; Gloria Barbero

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.)*
   a. None

8. **Presentation/Discussion Items** –Cynthia Rodriguez/Amanda Espitia, Education Coordinator

**a. Introduction/Ice Breaker**- Amanda opened up with an Ice breaker, by asking parents, their name, what center their child attends and, "What does school readiness means?" Parents shared their names, what center their child attends. They also spoke about what School Readiness means to them some of the responses were, "preparing our children for their future at home and school. Getting children at a young age to understand the importance of social interaction with other children. As well as preparing children to be successful."

**b. Education Team**-Amanda introduced the members of Kerns Education team. which consists of an Education and Support Administrator, Carolyn Coffey; Education Manager,

Amanda Espitia; Curriculum Specialist, Cynthia Rodriguez; and nine Mentor Coaches, Alicia Gamino; Vanessa Vigilant; Melissa DeWitt; Rachel Leckkirk; Regina Hines; Pamala Roberts; Teresa Lara; Tomasa Jara; Diana Montoya

**c. School Readiness**-School Readiness is integrated into all programs starting with Early Head Start infant classrooms all the way through Head Start Preschool classrooms. Families play a critical role in helping their children be ready for school and for a lifetime of academic success, and Head Start and Early Head Start programs are valuable partners with families in this endeavor. During this time of home learning, the Education team has implemented new virtual learning lessons as well as a virtual EHS thirty day learning calendar. The Education team has also been sending out monthly educational s'mores newsletters and calendars

## 9. Communications

a. Proposed Meeting Dates - Currently the committee meets three times a year, the second Thursday of February, March and April. Carolyn Coffey is proposing to add two more dates to the scheduled meetings. She would like to spread the meetings out throughout the year. The committee would meet the second Thursday of every month, February, April, June, August and October. Motion was made by Rosalinda, to approve the proposed meeting dates; seconded by Laura Gonzales. Motion carried unanimously

## 10. Announcements

a. None

## 11. Meeting Adjourned

a. Meeting was adjourned at 6:14 p.m. Agueda Hernandez moved to adjourn the meeting at 6:14 p.m.

# Asociación de Acción Comunitaria de Kern
## Reseña de la junta
## 11 de febrero 2021
## 5005 Business Park North, Bakersfield, California
5:37 p.m. – 6:14 p.m.

1. **Bienvenida**
   Se dio la bienvenida a la reunión. Amanda se presentó a los asistentes.

2. **Convocación de reunión**
   a. Águeda Hernández convocó oficialmente la reunión a las 5:37 p.m.

3. **Pase de lista establecimiento de cuórum (la mitad más uno)**
   a. Miembros presentes: Águeda Hernández; Brittany Dunbar; Laura Gonzales; Rosalinda Valencia
   b. Miembros ausentes: Teresa Fajardo

4. **Aprobación de agenda**
   a. Rosalinda presentó una propuesta para la aprobación de la agenda fechada el 02.11.2021; esta fue secundada por Laura Gonzales. Propuesta aprobada por unanimidad.

5. **Aprobación de minutos**
   a. Rosalinda, presentó una propuesta para la aprobación de los minutos fechados el 10.20.2020; esta fue secundada por Laura Gonzales. Propuesta aprobada por unanimidad.

6. **Presentación de invitados**
   a. Los siguientes invitados estuvieron presentes: Amanda Espitia; Carolyn Coffey; Cynthia Rodriguez; Leslie Mitchell; Gloria Barbero

7. **Foro publico**
   *(El público que desee dirigirse al comité de preparación escolar, puede hacer en este momento, sin embargo, el comité no tomará ninguna determinación sino que referirá el tema al personal para su estudio y análisis.)*
   a. Ninguno

8. **Presentación/ discusión de temas** –Cynthia Rodriguez/Amanda Espitia, coordinadora de educación

   **a. Introducción/presentación**- Amanda inició preguntando a los padres, sus nombres y el nombre del centro al que su niño (a) asistían, añadiendo la siguiente pregunta: ¿Qué significa la preparación escolar? Los padres compartieron su información, agregando su versión del significado de la preparación escolar. He aquí algunas de las respuestas, "prepara a nuestros niños para su futuro en la casa y en la escuela. Preparar a los menores desde

temprana edad para que comprendan la importancia de la interacción social con otros niños; así como también prepararlos para lograr éxito."

**b. Equipo de educación** –Amanda presentó a los miembros del equipo de educación de Kern, el cual consiste de: un administrador de educación y servicios de apoyo, Carolyn Coffey, gerente de educación, Amanda Espitia; especialista de plan de estudios, Cynthia Rodriguez; y nueve consejeros, Alicia Gamino; Vanessa Vigilant; Melissa DeWitt; Rachel Leckkirk; Regina Hines; Pamala Roberts; Teresa Lara; Tomasa Jara; Diana Montoya

**c. Preparación escolar**-La preparación escolar está integrada en todos los programas, desde las clases para bebés de Early Head Start hasta las clases preescolares de Head Start. Las familias juegan un papel fundamental para ayudar a los menores a estar preparados para obtener éxito académico de por vida, y los programas de Head Start y Early Head Start son socios meritorios para las familias con este esfuerzo. Durante esta epoca de aprendizaje en casa, el equipo de educación ha implementado lecciones virtuales así como calendarios mensuales de aprendizaje para EHS. El equipo de educación ha estado mandando boletines educativos y calendarios.

## 9. Comunicaciones

a. Horario propuesto de reuniones - El comité se reúne tres veces por año, el segundo jueves de los siguientes meses: febrero, marzo y abril. Carolyn Coffey propuso la adición de dos fechas para las reuniones. Expresó que le gustaría realizar las juntas el segundo jueves de cada mes durante febrero, abril, junio, agosto y octubre. Rosalinda presentó una propuesta para la aprobación del horario propuesto, esta fue secundada por Laura Gonzales. Propuesta aprobada por unanimidad

## 10. Anuncios

a. Ninguno

## 11. Conclusión

a. La reunión concluyó a las 6:14 p.m. Águeda Hernández propuso la conclusión de la reunión a las 6:14 p.m.

Community Action Partnership of Kern
Head Start / State Child Development
Policy Council Budget & Finance Committee
Meeting Minutes
February 16, 2021
(213) 204-2374 Meeting ID: 468 392 850#

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

2. **Call to Order**
   **a.** Meeting was called to order at 5:34 p.m. by Chairperson Ashley McAllister.

3. **Roll Call and establish Quorum (half plus one)**
   **a.** Quorum was established.
   **b. PC Members present: Ashley McAllister, Teresa Fajardo**
   **c. PC Members not present: none**

4. **Approval of Agenda**
   Motion was made by Teresa Fajardo, to approve the agenda dated 2/16/2021; seconded by Ashley McAllister. Motion carried unanimously.

5. **Approval of Minutes**
   Motion was made by Teresa Fajardo to approve the minutes dated 1/19/2021; seconded by Ashley McAllister. Motion carried unanimously.

6. **Introduction of Guests**
   Guests in attendance were Lisa Price, Program Governance Coordinator and Heather McCarley, Finance Manager.

7. **Public Forum**
   *(The public wishing to address the PC Budget & Finance 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** – Heather McCarley, Finance Manager
   a. Budget to actual information was shared with the committee for all of the Head Start grants, Kern HS/EHS, San Joaquin and EHS Partnership for the budget period ending January 31, 2021. Explanation given regarding coming in under budget and expectations to carryover the funds to the new budget periods with identified projects. In-kind information was reviewed with an explanation given as to how members can track the percentage of in-kind their center has. Parent activity fund information was also shared with members as well as parent travel. It was noted that we are not traveling due to the pandemic so those really haven't had very much activity and no additional expenditures are expected.

9. **Communications**
   No new communications

**10. Announcements**

Reminder of the Policy Council meeting on 2/23/21and that packet information will be provided prior to the meeting.

**11. Adjournment**

Meeting was adjourned at 5:51 p.m.

Completed by: Heather McCarley
Date: 2/19/21

Asociación de Acción Comunitaria de Kern
Head Start / Desarrollo Infantil Estatal
Concilio de Póliza Comité de Presupuestos y Finanzas
Reseña de la junta
16 de febrero, 2021
(213) 204-2374 Número de identificación: 468 392 850#

1. **Bienvenida**
   Se dio la bienvenida a los miembros.

2. **Convocación de reunión**
   **a.** Ashley McAllister, presidenta convocó al orden la junta a 5:34 p.m.

3. **Pase de lista, establecimiento de cuórum (la mitad más uno)**
   **a.** Se estableció cuórum.
   **b. Miembros presentes: Ashley McAllister, Teresa Fajardo**
   **c. Miembros ausentes: ninguno**

**4**. **Aprobación de agenda**
Teresa Fajardo, presentó una propuesta para la aprobación de la agenda fechada el 16 de febrero 2021; esta fue secundada por Ashley McAllister. Propuesta aprobada por unanimidad.

5. **Aprobación de minutos**
   Teresa Fajardo presentó una propuesta para la aprobación de minutos fechados el 1/19/2021; esta fue secundada por Ashley McAllister. Propuesta aprobada por unanimidad.

6. **Presentación de invitados**
   Los siguientes invitados estuvieron presentes: Lisa Price, coordinadora del programa de gobernanza y Heather McCarley, gerente de finanzas.

7. **Foro público**
   *(El público que desee dirigirse al comité de presupuestos y finanzas puede hacerlo en este momento, sin embargo, el comité no tomará ninguna acción, solo referirá al personal para su estudio y análisis)*.
   Ninguno

8. **Presentación / Temas por discutir** – Heather McCarley, gerente de finanzas
   a. Se revisó la información de los presupuestos de todos los subsidios de Head Start Kern, Early Head Start de Kern y San Joaquín, así como de la Asociación de Cuidado Infantil Early Head Start para el periodo que culminó el 31 de enero, 2021.
   Se presentó una explicación de los motivos por los cuales no se gastó todo el presupuesto y las expectativas de transferencia para el nuevo periodo presupuestario y los proyectos ya identificados para dichos fondos. Se explicó información sobre las donaciones internas, añadiendo información adicional de como los miembros pueden llevar una secuencia del porcentaje de donaciones para su respectivo centro. Información sobre los fondos de actividades para padres así como también los fondos para viajes de los mismos. Se enfatizó que debido a la pandemia, no se ha registrado mucha actividad en estos fondos y no se proyectan gastos adicionales.

9. **Comunicaciones**
   No se reportan nuevos comunicados

10. **Avisos**
    Se les recordó a los miembros sobre la próxima junta del concilio de póliza que se llevará a cabo el 2/23/21 y el paquete informativo se proporcionará antes de la misma.

11. **Conclusión**
    La sesión concluyó a las 5:51 p.m.

Realizado por: Heather McCarley
Fecha: 2/19/21

**Community Action Partnership of Kern**
**Head Start / State Child Development**
**Policy Council Planning Committee**
**Meeting Minutes**
**March 2, 2021**
**Teleconference ID: 550 442 3#**
**Per Governor's Executive Order N-25-20**

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

2. **Call to Order**
   - **a.** Meeting was called to order at 5:36 p.m., by Laura Gonzales

3. **Roll Call and establish Quorum (half plus one)**
   - **a.** Quorum was established.
   - **b.** **PC Members present:** Laura Gonzales, Brittany Dunbar, Nicole Cabe, Nila Hogan & Imelda Felix

4. **Approval of Agenda**
   - **a.** Motion to approve the agenda dated March 2, 2021, was made by Nicole Cabe; Laura Gonzales seconded. Motion carried unanimously.

5. **Approval of Minutes**
   - **a.** Motion to approve the minutes dated February 2, 2021, was made by Nicole Cabe; Laura Gonzales seconded. Motion carried unanimously.

6. **Introduction of Guests**
   Guests in attendance tonight were Jerry Meade, Program Assistant Director, Robert Espinosa, PDM Administrator, Vanessa Cortez, Administrative Analyst, Sylvia Ortega, Quality Assurance Administrator 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 February 2021. Head Start Kern reported 70% enrollment; Early Head Start of San Joaquin reported 67% enrollment during this reporting period; Early Head Start Kern and Early Head Start Partnership reported 68% and 37% respectively for the same month.

     Vanessa informed members that 4.4 % of children enrolled in Head Start Kern had an IFSP/IEP in February. Early Head Start Kern reported 10.5% the same month. Early Head Start Partnership reported a 5.6% IFSP/IEP enrollment for the same month. San Joaquin was above the expected enrollment with 18.9% for the same reporting time. In the over income category, none of the programs were above the 10% goal; therefore, we were in compliance.

     The division staffing report included 21 vacant positions for the month of February

2021; Human Resources is working to fill these vacancies. The Family Medical Leave data noted that in January there was 18 employees on continuous leave and 90 on intermittent leave.
The highlight for this report is that 17 candidates are going through the onboarding process. Four new staff members were on boarded in the month of February.

Vanessa shared the Child and Adult Care Food Program (CACFP) report. There were a total of 59,168 meals requested with 53,334 prepared by Central Kitchen for the month January 2021.

**b.** Vanessa presented the 2021 Planning Schedule. This item was previously reviewed and approved during the January 5, 2021 meeting; some updates were shared. Members were informed a meeting will not take place in July and that November and December are the first two months of the new year for committees. Therefore, these three months were removed from the schedule. Nicole Cabe presented a motion to approve the 2021 Planning Committee Monthly Schedule Revision; motion was seconded by Imelda Felix. Motion carried unanimously.

**c.** Vanessa explained the 2021 Kern County Community Needs Assessment For this assessment, CAPK HS/EDS used primary and secondary data sources to identify community needs of Kern County low-income children and families. Findings will assist CAPK to identify and respond to gaps in services and emerging needs in the community for low-income HS/EHS eligible children and families. The data and analysis are used to guide CAPK's strategic planning process to better serve HS/EHS children and families. Some key findings from this assessment are:

- The 0-5 years population has decrease slightly overall in Kern County, California and the United States between 2015-2019
- Of Kern County residents for whom Spanish is their primary language, 17% have less than High School education
- Approximately 88% of the residents that use a language other than English at home, speak Spanish.

Nicole Cabe presented a motion to approve the 2021 Kern County Community Needs Assessment Update; seconded by Nila Hogan. Motion carried unanimously.

**9. Communications**

None

**10. Announcements**

None

**11. Adjournment**

Meeting was adjourned at 6:01 p.m. The next meeting will take place on April 6, 2021.

**Asociación de Acción Comunitaria de Kern**
**Head Start / Desarrollo infantil estatal**
**Resumen de la junta del comité de planeación del concilio de póliza**
**2 de marzo, 2021**
**Número de identificación de la teleconferencia: 550 442 3#**
**Por orden ejecutiva gubernamental N-25-20**

1. **Bienvenida**
   Se le dio la bienvenida al grupo.

2. **Llamado de orden**
   **a.** Laura Gonzales, llamo al orden la junta a las 5:36 p.m.

3. **Pase de lista y establecimiento de cuórum (la mitad más uno)**
   **a.** Se estableció cuórum
   **b.** **Miembros del comité presentes:** Laura Gonzales, Brittany Dunbar, Nicole Cabe, Nila Hogan & Imelda Félix

4. **Aprobación de agenda**
   **a.** Nicole Cabe presentó una propuesta para la aprobación de la agenda fechada el 2 de marzo, 2021, Laura Gonzales la secundo. Propuesta aprobada por unanimidad.

5. **Aprobación de minutos**
   **a.** Nicole Cabe presentó una propuesta para la aprobación de los minutos fechados el 2 de febrero, 2021, Laura Gonzales la secundó, Propuesta aprobada por unanimidad.

6. **Presentación de invitados**
   Los invitados presentes fueron: Jerry Meade, subdirector de Head Start; Robert Espinosa, administrador de PDM; Vanessa Cortez, analista administrativa; Sylvia Ortega, administradora de control de calidad y Leticia Villegas, traductor, asistente del 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 temas**
   **a.** Se revisó el reporte de inscripción de febrero 2021. Head Start de Kern, reportó una tasa de inscripción del 70% y Early Head Start de San Joaquín reportó un 67% de inscripción para el mismo período. Early Head Start de Kern y la Asociación de cuidado infantil Early Head Start reportaron una tasa de inscripción de 68 y 37% respectivamente.

   Vanessa informó a los miembros que el 4.4% de alumnos inscritos en Head Start Kern cuentan con una evaluación de IFSP/IEP durante el mes de febrero. Early Head Start presentó un 10.5% durante el mismo mes. La tasa de inscripción para la asociación de Early Head Start fue de 5.6%, mientras que la inscripción en San Joaquín estuvo por arriba del porcentaje establecido, reportando un 18.9%. En la categoría de ingresos superiores ninguno de los programas superó la meta del 10 %, de esta manera estamos cumpliendo con los parámetros.

El reporte de la división de personal reportó que existen 21 vacantes durante el mes de febrero, recursos humanos está trabajando en atestarlas. Los reportes de licencias médicas de la familia informan que durante el mes de febrero, 18 empleados estaban fuera de función con licencia continua y 90 con licencia intermitente.
Los aspectos más destacados de este reporte incluyen a 17 candidatos que se encuentran en el proceso de incorporación. Durante febrero se contrataron 4 nuevos empleados.

Vanessa presentó el reporte del programa de alimentación y cuidado infantil y adultos (CACFP, siglas en inglés). Hubo un total de 59,168 comidas solicitadas, de las cuales 53,334 fueron preparadas por la cocina central durante el mes de enero 2021.

**b.** Vanessa presentó el calendario de juntas 2021 del comité de planeación. Este documento ya se había revisado y aprobado durante la junta del 5 de enero, 2021; sin embargo, esta vez se presentaron algunos cambios. Se les informó a los miembros que durante el mes de julio, no se lleva a cabo ninguna junta y que los meses de noviembre y diciembre, son los primeros meses para la formación de nuevos comités. Por lo tanto, estos tres meses se eliminaron del horario. Nicole Cabe presentó una propuesta para la aprobación de la revisión del horario de juntas del comité de planeación 2021; Imelda Félix la secundó. Propuesta aprobada por unanimidad.

**c.** Vanessa explicó el documento actualizado de evaluación de necesidades de la comunidad de Kern 2021. Para esta evaluación CAPK HS/EHS, utilizó fuentes de datos primarios y secundarios para identificar necesidades comunidad de bajos ingresos (niños y familias) del condado de Kern. Esto nuevos datos asistirán a CAPK a identificar y responder a las discrepancias entre los servicios y necesidades emergentes en la comunidad para las familias y niños de bajos ingresos de HS/EHS. Los datos y análisis se utilizan como una guía para el proceso de planeación de CAPK, que como consecuencia otorgará mejores servicios a las familias y niños de HS/EHS. Algunos de los puntos clave de esta evaluación se enumeran a continuación:

- La población de 0-5 años, ha disminuido levemente en el condado de Kern, California y Estados Unidos en el periodo desde el 2015 al 2019
- De los residentes del condado de Kern, quienes utilizan el español como primer idioma, el 17% tiene educación menor a la preparatoria.
- Aproximadamente el 88% de los residentes que utilizan otro idioma en casa que difiere del inglés, hablan español.

Nicole Cabe presentó una propuesta para aprobar el documento actualizado de evaluación de necesidades de la comunidad de Kern 2021; Nila Hogan la secundó. Propuesta aprobada por unanimidad.

**9. <u>Comunicaciones</u>**
Ninguna

**10. <u>Anuncios</u>**
Ninguno

**11. <u>Clausura de sesión</u>**
La sesión se clausuró a las 6:01 p.m. La próxima junta se llevará a cabo el 6 de abril, 2021.



ReadyRosie

# FAMILIES AS PARTNERS

## FAMILY WORKSHOP

**Even before entering school, your child has learned so much—from you! This workshop encourages you to recognize your family's strengths, the developmental stages that children go through, and discuss ways to partner with your child's school.**

**During this one-hour workshop, you'll get:**

- An inside look into the key factors that help you and your family stay strong even in times of stress.
- Great ideas to make the most of the learning moments that happen in your family's day.
- A close-up look at the various stages of development in your child's life.
- Strategies for how to partner well with your child's school through family engagement.

**Date: Tuesday, 3/23/21**
**Time: 2:00 PM- 3:00 PM**
**Location:** Zoom Virtual Workshop
**Invitation was sent out in Learning Genie**

**Please RSVP with:**
**Stephanie Teodosio steodosio@capk.org or**
**Maria Guadian mguadian@capk.org**

Zoom Link: (click the link)
https://zoom.us/j/95162185192?pwd=UGpXNkFyVkdqMGFxd3lVenJFdm8rdz09



ReadyRosie

# FAMILIES AS PARTNERS

## FAMILY WORKSHOP

**Even before entering school, your child has learned so much—from you! This workshop encourages you to recognize your family's strengths, the developmental stages that children go through, and discuss ways to partner with your child's school.**

**During this one-hour workshop, you'll get:**

- An inside look into the key factors that help you and your family stay strong even in times of stress.
- Great ideas to make the most of the learning moments that happen in your family's day.
- A close-up look at the various stages of development in your child's life.
- Strategies for how to partner well with your child's school through family engagement.

**Date: Wednesday, 3/24/21**
**Time: 5:00 PM- 6:00 pm**
**Location:** Zoom Virtual Workshop
**Invitation was sent out in Learning Genie**

**Please RSVP with:**
**Stephanie Teodosio** steodosio@capk.org or
**Maria Guadian** mguadian@capk.org

Zoom Link: (Click the link)
https://zoom.us/j/91597308173?pwd=anc0NWJGd0xYekFoMnFsMXMvQ1dlZz09



ReadyRosie

# Familias como colaboradores

**Incluso antes de entrar a la escuela, ¡sus hijos han aprendido mucho de ustedes! Este taller los anima a reconocer sus propios puntos fuertes como familia, las etapas del desarrollo por las que los niños pasan, y a hablar sobre las maneras de colaborar con la escuela de sus hiios.**

**Durante este taller de una hora, usted obtendrá:**

- Una mirada desde adentro a los factores clave que le ayudan a usted y a su familia a mantenerse fuertes incluso en tiempos de estrés.
- Grandes ideas para aprovechar al máximo los momentos de aprendizaje que ocurran diariamente en su familia.
- Una mirada de cerca a las diferentes etapas del desarrollo en la vida de sus hijos.
- Estrategias para cómo colaborar mejor con la escuela de sus hijos a través de su participación.

**La Fecha:** Jueves, 25 de Marzo
**Hora:** 5:00 pm- 6:00 pm
**Ubicación:** Zoom Taller Virtual
Se envió una invitación en Learning Genie.

**Favor de reservar su asistencia con::**
Stephanie Teodosio stedosio@capk.org or
Maria Guadian mguadian@capk.org

Enlace de zoom: haga clic en el enlace
https://zoom.us/j/97822338771?pwd=YUtLZVE4Ym9GcFp5TmhaU1FpblQvZz09




# Backpack Connection Series

## About this Series

The Backpack Connection Series was created by TACSEI to provide a way for teachers and parents/caregivers to work together to help young children develop social emotional skills and reduce challenging behavior. Teachers may choose to send a handout home in each child's backpack when a new strategy or skill is introduced to the class. Each Backpack Connection handout provides information that helps parents stay informed about what their child is learning at school and specific ideas on how to use the strategy or skill at home.

## The Pyramid Model



The Pyramid Model is a framework that provides programs with guidance on how to promote social emotional competence in all children and design effective interventions that support young children who might have persistent challenging behavior. It also provides practices to ensure that children with social emotional delays receive intentional teaching. Programs that implement the Pyramid Model are eager to work together with families to meet every child's individualized learning and support needs. To learn more about the Pyramid Model, please visit ChallengingBehavior.org.

## More Information

More information and resources on this and other topics are available on our website, ChallengingBehavior.org.

National Center for Pyramid Model INNOVATIONS

ChallengingBehavior.org

# How to Help Your Child Understand and Label Emotions

Brooke Brogle, Alyson Jiron & Jill Giacomini



You can help your child expand her emotional vocabulary by teaching her words for different feelings. Once she knows and understands these words you can help her to label her own feelings and the feelings of others. For example, do you remember a time when your child had a meltdown at the grocery store or other public place? Perhaps you tried soothing your child by telling her to "calm down" and felt confused and unsure of what to do next when she continued the tantrum. Next time you can better help your child understand and deal with the emotions she is feeling by saying, "You look sad and disappointed. Sometimes I feel that way too. I wonder what we can do to feel better?" Teaching your child about her emotions can be a fun and rewarding experience and prevent challenging behavior from occurring in the first place.

## Try This at Home

- Simply state how your child is feeling. "You look really excited! I see your eyes are big and your mouth is open."
- State how others are feeling, "Wow, that little boy is really mad. I see he is crying and making fists with his hands. I wonder why?"
- State how you are feeling. "I am really frustrated that the lawn mower is broken. I think I'm going to take a break and come up with some solutions to this problem."
- Use books as teaching tools. There is a huge selection of children's books that focus on emotional literacy. Visit http://csefel.vanderbilt.edu/resources/strategies.html#list where you will find a book list, book activities and other resources for teaching emotional literacy.

## Practice at School

Talk with your child's teachers to see how they are teaching your child about emotions at school. Many emotions are seen and experienced at school. With adult help, children are taught how emotions look and feel on their bodies. Through books and real experiences, teachers show that a child looks sad because he is crying or mad because her fists are tight. As children begin to recognize what emotions look like, they can begin to manage their own emotions and show empathy toward others.

## The Bottom Line

Children with a strong emotional vocabulary:

- Tolerate frustration better
- Get into fewer fights
- Engage in less destructive behavior
- Are healthier
- Are less lonely
- Are less impulsive
- Are more focused
- Have greater academic achievement

Reproduction of this document is encouraged. Permission to copy is not required.

This publication was produced by the Technical Assistance Center on Social Emotional Intervention (TACSEI) for Young Children funded by the Office of Special Education Programs (OSEP), U.S. Department of Education (H326B070002) and updated by the National Center for Pyramid Model Innovations also funded by OSEP (H326B170003). The views expressed do not necessarily represent the positions or policies of the Department of Education. July 2013/January, 2018.



UNIVERSITY OF SOUTH FLORIDA

IDEAs that Work Office of Special Education Programs




Serie de Conexión

# Mochila

## Sobre esta serie

La *Serie de Conexión Mochila* fue instaurada por TACSEI (por sus siglas en inglés) para brindarle a los maestros y padres/proveedores una vía para trabajar en conjunto para ayudar a los niños a desarrollar sus aptitudes socioemocionales y reducir las conductas desafiantes. Los maestros podrían elegir enviar un volante a casa dentro de la mochila de cada niño cada vez que sea introducida una nueva estrategia o aptitud dentro de la clase. Cada volante de la *Conexión de Mochila* proporciona información que ayudará a los padres a estar informados sobre lo que su niño está aprendiendo en la escuela y las ideas específicas sobre cómo utilizar las estrategias o aptitudes en casa.

## El Modelo de la Pirámide



El Modelo de la Pirámide es un marco que proporciona a los programas orientación en como promover la capacidad socioemocional en todos los niños y diseñar intervenciones efectivas que apoyen a los niños que puedan contar con conductas desafiantes persistentes. También proporciona prácticas para asegurarse de que los niños con retrasos socioemocionales reciban educación intencional. Los programas que implementan el Modelo de la Pirámide están entusiasmados de trabajar en sociedad con las familias para satisfacer las necesidades individuales de aprendizaje y apoyo que cada niño necesita. Para conocer más del Modelo de la Pirámide, por favor visite *challengingbehavior.org*.

## Más información

Más información y recursos sobre este y otros temas están disponibles en nuestro sitio web, *ChallengingBehavior.org*.

National Center for Pyramid Model INNOVATIONS

ChallengingBehavior.org

# Cómo ayudar a su niño a comprender y nombrar los sentimientos

Brooke Brogle, Alyson Jiron & Jill Giacomini



Usted puede ayudar a su niño a expandir su vocabulario emocional enseñándole las diferentes palabras para describir diferentes sentimientos. Una vez que conozca y comprenda estas palabras usted le puede ayudar a nombrar sus propios sentimientos y los sentimientos de los demás. Por ejemplo, ¿Recuerda usted alguna vez cuando su hijo tuvo una crisis en el supermercado u otro lugar público? Quizás usted intentó calmarlo diciéndole "tranquilízate" y se sintió confundido e inseguro de qué hacer después si continuaba con su berrinche. La próxima vez usted puede ayudar de mejor manera ensenándole a su niño a comprender y afrontar las emociones que está sintiendo diciéndole, "Te vez triste y decepcionado. A veces yo también me siento así. ¿Me pregunto que podríamos hacer para sentirnos mejor?" Enseñarle a su hijo sobre sus sentimientos puede ser una experiencia divertida y gratificante y puede prevenir que se presente la conducta desafiante en primer lugar.

## Pruebe esto en casa

- Simplemente declare lo que su niño está sintiendo. "¡Te ves realmente emocionado!" "Veo que tus ojos están muy grandes y tu boca esta abierta."
- Declare cómo se sienten los demás, "Guau, ese pequeñín realmente está enojado. Veo que está llorando y empuñando sus manos. ¿Me pregunto por qué?"
- Describa cómo se está sintiendo usted. "Me siento muy frustrado porque la cortadora de grama está rota. Creo que me voy a tomar un descanso para ver si encuentro una solución para este problema."
- Utilice libros como herramientas de enseñanza. Existe una gran selección de libros infantiles que se enfocan en la alfabetización emocional. Visite el sitio, *http://challengingbehavior.cbcs.usf.edu/Implementation/family.html*, donde usted encontrará una lista de libros, actividades y otros recursos para la enseñanza de la alfabetización emocional.

## Practique en la escuela

Hable con el maestro de su niño para ver cómo le están enseñando a su niño sobre los sentimientos en la escuela. Muchos sentimientos son vistos y experimentados en la escuela. Con la ayuda de los adultos, se les enseña a los niños cómo se ven y se sienten los sentimientos en sus cuerpos. A través de los libros y experiencias de la vida, los maestros indican que un niño está triste porque está llorando o enojado porque sus manos están empuñadas. A medida que los niños inician a reconocer cómo se ven las emociones, ellos pueden comenzar a manejar sus propios sentimientos y mostrar comprensión hacia los demás.

## La conclusión

Los niños con un vocabulario emocional firme:

- Toleran mejor la frustración
- Se involucran en menos peleas
- Se inmiscuyen menos en conductas destructivas
- Son más saludables
- Son menos solitarios
- Son menos impulsivos
- Se enfocan más
- Tienen un mejor desempeño académico

Se recomienda la reproducción de este documento. No se requiere permiso para copiar.

Esta publicación fue producida por el Centro de Asistencia Técnica sobre Intervención Social y Emocional (TACSEI por sus siglas en inglés) para niños pequeños financiado por la Oficina de Programas de Educación Especial (OSEP por sus siglas en inglés), Departamento de Educación de los Estados Unidos (H326B070002) y actualizado por el Centro Nacional para Innovaciones del Modelo de la Pirámide también financiado por OSEP (H326B170003). Las opiniones expresadas no representan necesariamente las posiciones o políticas del Departamento de Educación. julio 2013 / enero, 2018.

UNIVERSITY OF SOUTH FLORIDA

IDEAs that Work Office of Special Education Programs

capk
Community Action Partnership of Kern

Kern County Department of Human Services
Opportunity. Options. Empowerment.

# Need Health Insurance?

You may be eligible for health care
coverage for little to no cost!
Health coverage is **IMPORTANT** to you and your family.




## Dial 2-1-1 *or* 1-800-273-2275

### *What is Medi-Cal?*

Medi-Cal is a program which pays for health care services provided to qualifying low income individuals and families who live in California.

Apply today! Call 2-1-1 for more information.

## www.C4Yourself.com

capk
Community Action Partnership of Kern

KERN COUNTY DEPARTMENT OF
Human Services
Opportunity. Options. Empowerment.

# ¿Necesita cobertura Médica?

Usted podría ser elegible para cobertura de salud.
A bajo costo La cobertura de salud es **IMPORTANTE**
para usted y su familia.



# ¡Solicítelo hoy!

Marque **2-1-1** o **1-800-273-2275**

## ¿Qué es Medi-Cal?

Medi-Cal es un programa que paga por servicios médicos para personas y familias que viven en California, y cumplen con ciertos requisitos de ingresos.

¡Solicítelo hoy! Llame el 2-1-1 para obtener más información.

**www.C4Yourself.com**

**SECRETARIAL DIRECTIVE**
**FOR PRIORITIZATION OF COVID-19 VACCINES**
**AND ADMINISTRATION FOR CERTAIN EDUCATIONAL**
**AND CHILD CARE WORKERS**

March 2, 2021

The Centers for Disease Control and Prevention (CDC) has determined that "[v]accines are an important tool to help stop the COVID-19 pandemic,"[1] and the Advisory Committee on Immunization Practices (ACIP) has considered evidence related to SARS-CoV-2 epidemiology, vaccination program implementation, and ethical principles in developing the interim recommendation for allocation of COVID-19 vaccine.[2] As part of its review, ACIP recommended priority vaccine allocation for essential workers, including those who work in the education sector (teachers and school staff) and those who provide child care services.[3]

The Department of Health and Human Services (HHS) has determined that teachers, school staff, and child care workers hold jobs that are critical to the continued functioning of society and are at potential occupational risk of exposure to SARS-CoV-2.[4] However, it has come to our attention that some states have not considered teachers, school staff, and child care workers to be currently eligible to receive COVID-19 vaccine.

In order to address this important public health issue, the HHS Secretary hereby DIRECTS all COVID-19 vaccination providers that are administering COVID-19 vaccine purchased by the United States as follows:

> **All COVID-19 vaccination providers are directed and required to make available and administer, as one of the currently eligible groups, COVID-19 vaccine to those who work in pre-primary, primary, and secondary schools, as well as Head Start and Early Head Start programs (including teachers, staff, and bus drivers) and those who work as or for licensed child care providers, including center-based and family care providers.**

This directive must be implemented by designated enrolled providers in the CDC COVID-19 Vaccination Program as specified in updated CDC Prioritization requirements posted at: https://www.cdc.gov/vaccines/covid-19/vaccination-provider-support.html.

---

[1] *See* CDC, *Operational Strategy for K-12 Schools through Phased Mitigation* (https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/operation-strategy.html#vaccination.)
[2] *Id.*
[3] *Id.*
[4] *Id.*

This Directive also applies to all awardees and recipients of HHS grant and cooperative agreement funds, including grants to States and territories that have been awarded to support, implement and expand COVID-19 vaccination programs nationwide. This Directive replaces or supersedes any contrary direction from HHS and CDC, including the *COVID-19 Vaccination Program Interim Playbook for Jurisdiction Operations (Playbook)* guidance document, as well as supplements and addenda to the Playbook. In addition, this directive supersedes any prior workplan, application, jurisdiction vaccination plan, or any other submission from the recipient that was submitted to the CDC and is in conflict with this directive.

I thank you for your attention to this matter, as well as for your efforts in the COVID-19 response.

/s/

Norris Cochran
Acting Secretary

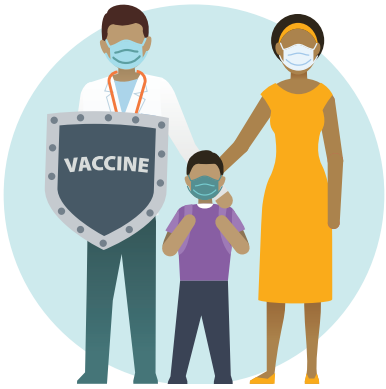
# COVID-19 Vaccines

## Vaccines (shots) are one of the tools we have to fight the COVID-19 pandemic.




To stop this pandemic, we need to use all of our prevention tools. Vaccines are one of the most effective tools to protect your health and prevent disease. Vaccines work with your body's natural defenses so **your body will be ready to fight the virus**, if you are exposed (also called immunity). Other steps, like wearing a mask that covers your nose and mouth and staying at least 6 feet away from other people you don't live with, also help stop the spread of COVID-19.

Studies show that COVID-19 **vaccines are very effective** at keeping you from getting COVID-19. Experts also think that getting a COVID-19 vaccine may help keep you from getting seriously ill even if you do get COVID-19. These vaccines cannot give you the disease itself.






**The vaccines are safe**. The U.S. vaccine safety system makes sure that all vaccines are as safe as possible. All the COVID-19 vaccines that are being used have gone through the same safety tests and meet the same standards as any other vaccines produced through the years. A system in place across the entire country that allows CDC to watch for safety issues and make sure the vaccines stay safe.

**Different types of COVID-19 vaccines will be available**. Most of these vaccines are given in two shots, one at a time and spaced apart. The first shot gets your body ready. The second shot is given at least three weeks later to make sure you have full protection. If you are told you need two shots, make sure that you get both of them. The vaccines may work in slightly different ways, but all types of the vaccines will help protect you.

www.cdc.gov/coronavirus/vaccines



CS322256-A | 02/03/21





The vaccines may cause side effects in some people, like sore muscles, feeling tired, or mild fever. These reactions mean the vaccine is working to help teach your body how to fight COVID-19 if you are exposed. For most people, these side effects will last no longer than a day or two. **Having these types of side effects does NOT mean that you have COVID-19**. If you have questions about your health after your shot, call your doctor, nurse, or clinic. As with any medicine, it is rare but possible to have a serious reaction, such as not being able to breathe. It is very unlikely that this will happen, but if it does, call 911 or go to the nearest emergency room.

**When you get the vaccine, you *and* your healthcare worker will both need to wear masks.**

CDC recommends that during the pandemic, people wear a mask that covers their nose and mouth when in contact with others outside their household, when in healthcare facilities, and when receiving any vaccine, including a COVID-19 vaccine.




**Even after you get your vaccine**, you will need to keep wearing a mask that covers your nose **and** mouth, washing your hands often, and staying at least 6 feet away from other people you do not live with. This gives you and others the best protection from catching the virus. Right now, experts don't know how long the vaccine will protect you, so it's a good idea to continue following the guidelines from CDC and your health department. **We also know not everyone will be able to get vaccinated right away, so it's still important to protect yourself and others.**

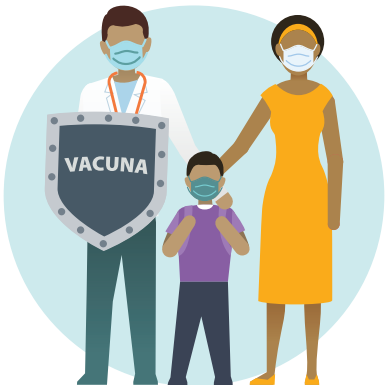
# Vacunas contra el COVID-19

## Las vacunas son una de las herramientas que tenemos para luchar contra la pandemia del COVID-19.




Para detener esta pandemia, debemos usar todas nuestras herramientas de prevención. Las vacunas son una de las herramientas más eficaces para proteger su salud y prevenir enfermedades. Las vacunas trabajan con las defensas naturales del cuerpo para que **su cuerpo esté preparado para luchar contra el virus** si usted está expuesto (esto también se llama inmunidad). Hay otras medidas que también ayudan a detener la propagación del COVID-19, como ponerse una mascarilla que le cubra la nariz y la boca, y mantenerse al menos a 6 pies o 2 metros de distancia de las personas que no vivan con usted.

Hay estudios que muestran que las **vacunas** contra el COVID-19 **son muy eficaces** para que usted no contraiga la enfermedad. Los expertos también creen que ponerse la vacuna contra el COVID-19 podría ayudar a que usted no se enferme gravemente, incluso si contrae el COVID-19. Estas vacunas no pueden darle la enfermedad.






**Las vacunas son seguras**. El sistema de vacunas de los Estados Unidos se asegura de que todas las vacunas sean lo más seguras posible. Todas las vacunas contra el COVID-19 que se están usando han pasado por las mismas pruebas de seguridad y cumplen con los mismos estándares que cualquier otra vacuna producida a lo largo de los años. Se ha establecido un sistema en todo el país que permite que los CDC estén atentos por si hay problemas de seguridad y verifiquen que las vacunas sigan siendo seguras.

**Habrá diferentes tipos de vacunas contra el COVID-19 disponibles**. La mayoría de estas vacunas se aplican en dos inyecciones, una a la vez y de manera separada. La primera inyección prepara su cuerpo. La segunda inyección se aplica al menos tres semanas después para garantizar que usted tenga protección completa. Si le dicen que necesita dos inyecciones, asegúrese de ponerse las dos. Puede que las vacunas funcionen en maneras levemente distintas, pero todos los tipos de vacuna ayudarán a protegerlo.

www.cdc.gov/coronavirus-es



CS322256-A | 02/05/21



Las vacunas pueden causar efectos secundarios en algunas personas, como dolores musculares, cansancio o fiebre baja. Estas reacciones significan que la vacuna está trabajando para enseñarle al cuerpo cómo luchar contra el COVID-19 si usted está expuesto. Para la mayoría de las personas, estos efectos secundarios no durarán más que un día o dos. **Tener estos tipos de efectos secundarios NO significa que usted tenga el COVID-19**. Si tiene preguntas acerca de su salud después de vacunarse, llame a su médico, personal de enfermería o centro médico. Como con otros medicamentos, es raro pero posible tener una reacción grave, como no poder respirar. Es muy poco probable que esto ocurra, pero si ocurre, llame al 911 o vaya a la sala de emergencia más cercana.



**Cuando lo estén vacunando, usted y el trabajador de atención médica tendrán que usar mascarillas.**

Los CDC recomiendan que durante la pandemia las personas se pongan una mascarilla que cubra la nariz y la boca cuando estén en contacto con otras personas que no vivan en su casa, cuando estén en establecimientos de atención médica y cuando se les aplique cualquier vacuna, incluida la vacuna contra el COVID-19.




**Incluso después de ponerse la vacuna**, usted tendrá que seguir usando una mascarilla que le cubra la nariz **y** la boca, lavarse las manos a menudo y mantenerse a 6 pies o 2 metros de distancia de las personas con las que no viva. Esto les dará a usted y a los demás la mejor protección para que no contraigan el virus. En este momento, los expertos no saben por cuánto tiempo lo protegerá la vacuna, por eso es una buena idea que siga cumpliendo con las directrices de los CDC y del departamento de salud de su área. **También sabemos que no todos podrán vacunarse de inmediato, por eso es aún importante que se proteja a sí mismo y a los demás.**



MLS- 321866

# What to Expect after Getting a COVID-19 Vaccine

Accessible version: https://www.cdc.gov/coronavirus/2019-ncov/vaccines/expect/after.html

COVID-19 vaccination will help protect you from getting COVID-19. You may have some side effects, which are normal signs that your body is building protection. These side effects **may feel like flu** and **may even affect your ability** to do daily activities, but they should go away in a few days.

## Common side effects

**On the arm where you got the shot:**

- Pain
- Swelling

**Throughout the rest of your body:**

- Fever
- Chills
- Tiredness
- Headache

## Helpful tips

If you have pain or discomfort, talk to your doctor about taking an over-the-counter medicine, such as ibuprofen or acetaminophen.

**To reduce pain and discomfort where you got the shot:**

- Apply a clean, cool, wet washcloth over the area.
- Use or exercise your arm.

**To reduce discomfort from fever:**

- Drink plenty of fluids.
- Dress lightly.

## When to call the doctor

**In most cases, discomfort from fever or pain is normal. Contact your doctor or healthcare provider:**

- If the redness or tenderness where you got the shot increases after 24 hours
- If your side effects are worrying you or do not seem to be going away after a few days




### Ask your healthcare provider about getting started with v-safe

Use your smartphone to tell CDC about any side effects after getting the COVID-19 vaccine. You'll also get reminders if you need a second dose

Learn more about **v-safe**.
www.cdc.gov/vsafe

## Remember

- Side effects may feel like flu and even affect your ability to do daily activities, but they should go away in a few days.
- With most COVID-19 vaccines, you will need 2 shots in order for them to work. Get the second shot even if you have side effects after the first one, unless a vaccination provider or your doctor tells you not to get a second shot.
- It takes time for your body to build protection after any vaccination. COVID-19 vaccines that require 2 shots may not protect you until a week or two after your second shot.
- It's important for everyone to continue using all the tools available to help stop this pandemic as we learn more about how COVID-19 vaccines work in real-world conditions. Cover your mouth and nose with a mask when around others, stay at least 6 feet away from others, avoid crowds, and wash your hands often.

## HEALTHCARE PROVIDER, PLEASE FILL IN THE INFORMATION BELOW:

If your temperature is ____°F or ____°C or higher or if you have questions, call your healthcare provider.

Tell your healthcare provider about: _____

**Healthcare provider phone number:** _____

**Medication (if needed):**

Take _____ every ____ hours as needed.
(type and dose or amount)



CS 321466-A 12/13/2020

# Qué esperar después de la aplicación de la vacuna contra el COVID-19

Versión accesible: https://espanol.cdc.gov/coronavirus/2019-ncov/vaccines/expect/after.html

La vacunación contra el COVID-19 lo protegerá para que no contraiga la enfermedad. Es posible que tenga algunos efectos secundarios, los cuales son signos normales de que su cuerpo está desarrollando protección. Puede que estos efectos secundarios **se sientan como si fuera influenza** e **incluso podrían afectar su capacidad de** realizar actividades diarias, pero deberían desaparecer en unos cuantos días.

## Efectos secundarios frecuentes

**En el brazo donde le aplicaron la inyección:**

- Dolor
- Hinchazón

**En todo del resto del cuerpo:**

- Fiebre
- Escalofríos
- Cansancio
- Dolor de cabeza

## Consejos útiles

Si siente dolor o molestias, pregunte a su médico si debe tomar un medicamento de venta sin receta, como ibuprofeno o acetaminofeno.

**Para reducir el dolor o molestia en el lugar donde se le aplicó la inyección:**

- Ponga un paño limpio, húmedo y frío sobre el área.
- Use o ejercite el brazo.

**Para reducir la molestia causada por la fiebre:**

- Tome mucho líquido.
- No se abrigue mucho.

## Cuándo llamar al médico

**En la mayoría de los casos, las molestias causadas por fiebre o dolor son normales. Consulte a su médico o proveedor de atención médica:**

- Si el enrojecimiento o la sensibilidad en el lugar donde se le aplicó la inyección aumentan después de 24 horas
- Si le preocupan los efectos secundarios o estos no parecen desaparecer después de unos pocos días




**Pregúntele a su proveedor de atención médica sobre cómo empezar a usar *v-safe*.**

Use su teléfono inteligente (*smartphone*) para decirles a los CDC si presenta algún efecto secundario después de vacunarse contra el COVID-19. También recibirá recordatorios si necesita una segunda dosis.

Infórmese más sobre *v-safe*.
www.cdc.gov/vsafe

## Recuerde

- Puede que los efectos secundarios se sientan como si fuera influenza e incluso afecten su capacidad de realizar actividades diarias, pero deberían desaparecer en unos pocos días.
- Para que la mayoría de las vacunas contra el COVID-19 funcionen, usted deberá ponerse 2 inyecciones. Póngase la segunda aunque tenga efectos secundarios después de aplicarse la primera, a menos que el proveedor de vacunas o su médico le digan que no se ponga la segunda inyección.
- A su cuerpo le lleva tiempo desarrollar protección después cualquier vacunación. Las vacunas contra el COVID-19 que requieran 2 inyecciones podrían no protegerlo hasta una o dos semanas después de la segunda inyección.
- Es importante que todos sigan usando todas las herramientas disponibles para ayudar a detener esta pandemia, mientras aprendemos más sobre cómo las vacunas contra el COVID-19 funcionan en condiciones reales. Cúbrase la nariz y la boca con una mascarilla cuando esté cerca de otras personas, manténgase al menos a 6 pies o 2 metros de distancia de los demás, evite las multitudes y lávese las manos con frecuencia.

## PROVEEDORES DE ATENCIÓN MÉDICA, COMPLETEN LA SIGUIENTE INFORMACIÓN:

Si su temperatura es de _____°F o de _____°C, o más, o si tiene preguntas, llame a su proveedor de atención médica.

Infórmele a su proveedor de atención médica sobre lo siguiente: _____

**Número de teléfono del proveedor de atención médica:** _____

**Medicamento (si es necesario):**

Tome _____ cada _____ horas según sea necesario.
(tipo y dosis, o cantidad)



CS 321466-B | MLS 321864 | 12/19/2020

Adventist Health

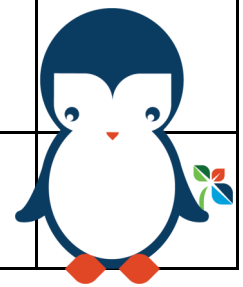
FIRST 5 KERN
Sponsored by First 5 Kern. Paid for by Proposition 10.

Children's Mobile Immunization Program

# March 2021

- Vaccines are FREE for children ages 0-5 regardless of health insurance.
- Vaccines are FREE for children ages 6-18 who meet one of the following criteria:
  1. No health insurance
  2. Enrolled in Medi-Cal (Please bring Medi-cal card to every visit.)
  3. American Indian or Native Alaskan
- We offer the Hemoglobin test FREE of charge for children, expecting/postpartum mothers, regardless of health insurance.
- Your child's Immunization cards are required.
- Please be aware that our program DOES NOT offer TB skin tests or physicals.
- Clinics may be canceled due to weather conditions. Please call our office prior to arriving.
- We may stop registration 30 minutes before closing time.

| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|---|---|---|---|---|---|---|
| | 1 | 2 | 3 | 4<br>Walmart<br>6225 Colony St.<br>(Parking Lot)<br>9:00 am—11:30 am<br>12:00 pm—2:00 pm | 5 | 6 |
| 7 | 8<br>Greenfield Family Resource Center<br>5400 Monitor Street<br>(Parking Lot)<br>9:00 am—11:30 am<br>12:00 pm—2:00 pm | 9 | 10<br>Kern County Dept. of Human Services<br>100 E. California Ave<br>(Parking Lot)<br>9:00 am—11:30 am<br>12:00 pm—2:00 pm | 11<br>Walmart<br>2601 Fashion Plaza<br>Parking Lot)<br>9:00 am—11:30 am<br>12:00 pm—2:00 pm | 12 | 13 |
| 14 | 15<br>Walmart Supercenter<br>5075 Gosford Rd.<br>(Parking Lot)<br>9:00 am—11:30 am<br>12:00 pm—2:00 pm | 16<br>La Hacienda Market<br>315 James St.,<br>**SHAFTER**<br>(Parking Lot)<br>9:30 am-11:30am<br>12:00pm—2:00pm | 17<br>Adventist Health Bakersfield<br>2800 Chester Ave.<br>Parking Lot)<br>1:00 pm—3:00 pm<br>3:30 pm—6:00 pm | 18 | 19 | 20 |
| 21 | 22<br>Standard School<br>*126 Ferguson Ave.*<br>(Parking Lot)<br>9:00 am—11:30 am<br>12:00 pm—2:00 pm | 23 | 24<br>New Life Church<br>4201 Stine Road<br>(Parking Lot)<br>9:00 am—11:30 am<br>12:00 pm—2:00 pm | 25 | 26<br>**Hi I'm Pip!** | 27 |
| 28 | 29 | 30 | 31 | | | |



*Prior to attending one of the clinics listed, please call (661) 869-6740, for additional instructions*

Due to COVID-19 precautions, children over the age of 5 require an appointment.

To view our clinic schedule online visit http://www.adventisthealthbakersfield.org/immunizations

Adventist Health

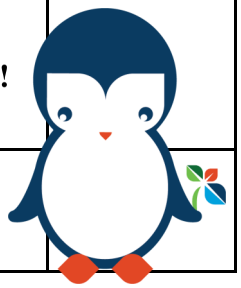
FIRST 5 KERN
Sponsored by First 5 Kern. Paid for by Proposition 10.

Children's Mobile Immunization Program

# Marzo 2021

* Vacunas son GRATIS para niños menores de 5 años sin importar cobertura medica.
* Vacunas son GRATIS para niños de 6-18 años que cumplen uno de los siguentes criterios:
  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
* Ofrecemos prueba de Hemoglobina GRATIS para niños, mujeres embrazadas/postparto sin importar corbertura medica.
* La tarjetas de vacunas de su hijo(a) son requeridas.
* NO OFRECEMOS pruebas de tuberculosis o exámenes fisicos.
* Las clinicas podran ser canceladas por condiciones del clima. Porfavor llame antes de ir a la clinica móvil.
* Podemos parar de registrar 30 minutos antes de cerrar.

| DOMINGO | LUNES | MARTES | MIERCOLES | JUEVES | VIERNES | SABADO |
|---|---|---|---|---|---|---|
| | 1 | 2 | 3 | 4<br>Walmart<br>6225 Colony St.<br>(Estacionamiento)<br>9:00 am—11:30 am<br>12:00 pm—2:00 pm | 5 | 6 |
| 7 | 8<br>Greenfield Family Resource Center<br>5400 Monitor Street<br>(Estacionamiento)<br>9:00 am—11:30 am<br>12:00 pm—2:00 pm | 9 | 10<br>Kern County Dept. of Human Services<br>100 E. California Ave<br>(Estacionamiento)<br>9:00 am—11:30 am<br>12:00 pm—2:00 pm | 11<br>Walmart<br>2601 Fashion Plaza<br>(Estacionamiento)<br>9:00 am—11:30 am<br>12:00 pm—2:00 pm | 12 | 13 |
| 14 | 15<br>Walmart Supercenter<br>5075 Gosford Rd.<br>(Estacionamiento)<br>9:00 am—11:30 am<br>12:00 pm—2:00 pm | 16<br>La Hacienda Market<br>315 James St.,<br>**SHAFTER**<br>(Estacionamiento)<br>9:30 am—11:30 am<br>12:00 pm—2:00 pm | 17<br>Adventist Health Bakersfield<br>2800 Chester Ave.<br>(Estacionamiento)<br>1:00 pm—3:00 pm<br>3:30 pm—6:00 pm | 18 | 19 | 20 |
| 21 | 22<br>Standard School<br>*126 Ferguson Ave.*<br>(Estacionamiento)<br>9:00 am—11:30 am<br>12:00 pm—2:00 pm | 23 | 24<br>New Life Church<br>4201 Stine Road<br>(Estacionamiento)<br>9:00 am—11:30 am<br>12:00 pm—2:00 pm | 25 | 26<br>**Hola soy Pip!** | 27 |
| 28 | 29 | 30 | 31 | | | |



*Favor de llamar al (661) 869-6740 antes de acudir a una de las clinicas para mas instrucciones*

Debido a precauciones de COVID-19, niños mayores de 5 años necesitan hacer cita.

Para ver la programacion de clinicas visite la pagina http://www.adventisthealthbakersfield.org/immunizations

# Community Connection for Child Care
# Professional Development Calendar

# April 2021

**Register online at www.caregistry.org**
**Virtual Trainings hosted via Zoom**

**For training information in English**
**call 661-861-5271 or 661-861-5201**
**Para información de capacitación en**
**Español llamada 661-861-5208**



***National Autism Awareness Month & National Child Abuse Prevention Month***

**All dates are contingent upon participation /registrations. Please confirm dates beforehand.**
**Todas las fechas están sujetas a participación/inscripción. Por favor de confirmar fechas con anterioridad.**

| **Date/Fecha**<br>**April 2021**<br>**Abril 2021** | **Training**<br><br>**Entrenamiento** | **Time**<br><br>**Hora** | **Presenter**<br><br>**Presentado por** | **Location**<br><br>**Ubicación** |
|---|---|---|---|---|
| **April 3rd**<br>**Saturday** | **Autism: Feelings Are…?**<br>ENGLISH | **9:00 a.m. – 11:00 a.m.** | **Ymkje Wideman**<br>*Published Children's Autism Author* | **Virtual Zoom Training** |
| **April 6th** | **Autismo: ¿Los sentimientos son…?**<br>Autism: Feelings Are…?<br>ESPANOL | **6:30 p.m. – 8:30 p.m.** | **Ymkje Wideman**<br>*Published Children's Autism Author* | **Virtual Zoom Training** |
| **April 8th** | **Child Abuse and Mandated Reporting**<br>ENGLISH | **6:30 p.m. – 8:30 p.m.** | **Linda Lopez**<br>*Child Protective Services* | **Virtual Zoom Training** |
| **April 17th**<br>Saturday | **Autism: Manners Are…?**<br>ENGLISH | **9:00 a.m. – 11:00 a.m.** | **Ymkje Wideman**<br>*Published Children's Autism Author* | **Virtual Zoom Training** |
| **April 20th** | **Autismo: ¿Los modales son…?**<br>Autism: Manners Are…?<br>ESPANOL | **6:30 p.m. – 8:30 p.m.** | **Ymkje Wideman**<br>*Published Children's Autism Author* | **Virtual Zoom Training** |
| **April 22nd** | **Abuso infantil y obligatorio Reportando**<br>Child Abuse and Mandated Reporting<br>ESPANOL | **6:30 p.m. – 8:30 p.m.** | **Carmen Lomeli**<br>*Child Protective Services* | **Virtual Zoom Training** |

Registration for the workshops will now be online through **www.caregistry.org** . Create a log in if you have not already done so. When logged in follow the following steps to register for workshops:

1. Click on the left tab titled **Training Calendar**
2. Under **Sponsor Name** type in ***Community Connection*** and click **Search**. The list of workshops will come up.
3. Click on the circle next to the workshop you want to attend, then click **View Event Details** on bottom left corner.
4. Finally, click on the **Enroll Now** tab. An email confirmation will be sent to you.

La inscripción para los talleres será a través de **www.caregistry.org** . Cree un registro si aún no lo ha hecho. Una vez conectado, siga los siguientes pasos para registrarse en los talleres:

1. Haga clic en la pestaña izquierda titulada **Calendario de Capacitación**
2. Donde dice **Nombre de Patrocinador** favor de escribir ***Community Connection*** y haga clic donde dice **Buscar.** Aparecerá la lista de talleres.
3. Haga clic en el círculo junto al taller al que desea asistir y, a continuación, haga clic en **Ver detalles del evento** en la esquina inferior izquierda.
4. Finalmente, haga clic en la pestaña **Inscribirse ahora**. Se le enviará un correo electrónico de confirmación.

# Policy Council
# SCHOOL READINESS COMMITTEE
# 2020 – 2021
# Meeting Dates

All meetings will be held through Microsoft Teams. As the meeting date approaches you will be sent a meeting invitation via email. In preparation for these subcommittee meetings please mark your calendar accordingly.
All meetings will begin at 5:30 p.m.

| |
|---|
| ~~**Thursday, February 11, 2021**~~ |
| **Thursday, April 8, 2021** |
| **Thursday, June 10, 2021** |
| **Thursday, August 12, 2021** |
| **Thursday, October 14, 2021** |

Any necessary documentation and/or information for meetings will be sent via email (or in some instances USPS) prior to the meeting for your review.




Approved: 2.11.2021

# 2021 PC Planning Committee
# Monthly Meeting Schedule

All Meetings will be held virtually the first Tuesday of the month at 5:30 p.m.

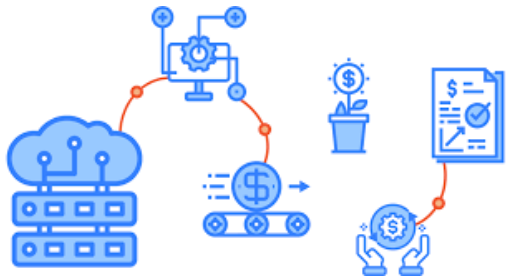
| |
|---|
| ~~Tuesday, January 5, 2021~~ |
| ~~Tuesday, February 2, 2021~~ |
| ~~Tuesday, March 2, 2021~~ |
| Tuesday, April 6, 2021 |
| Tuesday, May 4, 2021 |
| Tuesday, June 1, 2021 |
| Tuesday, August 3, 2021 |
| Tuesday, September 7, 2021 |
| Tuesday, October 5, 2021 |

***Meeting dates subject to change, upon agreement of the committee***

# Policy Council
# BUDGET & FINANCE COMMITTEE
# 2020 – 2021 Meeting Dates

All meetings will be conducted through Teams and will begin at 5:30 p.m. As the meeting date approaches you will receive an email invitation as well as all necessary documentation/information for the meeting. Please mark your calendar accordingly.

| |
|---|
| ~~Tuesday, January 19, 2021~~ |
| ~~Tuesday, February 16, 2021~~ |
| ~~Tuesday, March 16, 2021~~ |
| Tuesday, April 20, 2021 |
| Tuesday, May 18, 2021 |
| Tuesday, June 22, 2021 |
| Tuesday, August 17, 2021 |
| Tuesday, September 21, 2021 |
| Tuesday, October 19, 2021 |



# Policy Council
# BYLAWS COMMITTEE
# 2020 - 2021 Meeting Dates

All meetings will be held via teleconference. As the meeting date approaches you will be sent an email invitation for the meeting. In preparation for subcommittee meetings please mark your calendar accordingly.
All meetings will begin at 5:30 p.m.

| |
|---|
| ~~**Tuesday, February 9, 2021**~~ |
| **Tuesday, May 11, 2021** |
| **Tuesday, August 10, 2021** |

Any necessary documentation and/or information for meetings will be sent via email (or in some instances USPS) prior to the meeting for your review.



Approved: 2.9.2021

# 2020-2021 Head Start
# Policy Council Meeting Dates

At this time, all meetings will be held via teleconference through Microsoft Teams. Members of the public may join via teleconference or may listen to the call from the CAPK Administrative Office at 5005 Business Park North, Bakersfield, CA. Teleconference information can be found on monthly meeting agendas, located on the CAPK website at www.capk.org/documents/.

*En este momento, todas las reuniones se llevarán a cabo por teleconferencia a través de Microsoft Teams. Los miembros del público pueden unirse por medio de teleconferencia o pueden escuchar la llamada de la Oficina Administrativa de CAPK, ubicada en 5005 Business Park North, Bakersfield, CA. La información sobre las teleconferencias se puede encontrar en las agendas mensuales de las reuniones, localizadas en el sitio web de CAPK en www.capk.org/documents/*

| |
|---|
| ~~Tuesday, November 24, 2020~~ |
| ~~Tuesday, December 15, 2020~~* |
| ~~Tuesday, January 26, 2021~~ |
| ~~Tuesday, February 23, 2021~~ |
| Tuesday, March 23, 2021 |
| Tuesday, April 27, 2021 |
| Tuesday, May 25, 2021 |
| Tuesday, June 22, 2021 |
| Tuesday, August 24, 2021 |
| Tuesday, September 28, 2021 |
| Tuesday, October 26, 2021 |

Policy Council Meetings are generally held on the 4th Tuesday of the month.

*December meeting will be held one week earlier due to the Christmas holiday.

Revision Approved: 1.26.2021