Head Start
A Program of CAPK

Head Start/State Child Development

POLICY COUNCIL MEETING PACKET

August 24, 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: 716 798 637#

Click here to join the meeting

POLICY COUNCIL
STANDING COMMITTEES
August 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. Semeen Muhammad
5.
6.

PLANNING
Chairperson: Laura Gonzales

1. Nicole Cabe
2. Brittany Dunbar
3. Nila Hogan
4. Paola Sanchez
5. Samantha Collins
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.



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	R	R	R	R				
2	Kenia Contreras - Martha J Morgan						ABS	ABS	ABS				
3	*Vacancy*												
4	*Vacancy*												
#	REGION 2	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	June 2020	July 2021	Aug 2021	Sept 2021	Oct 2021
1	Andrea Martinez - East California	X	X	X	X	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	July 2021	Aug 2021	Sept 2021	Oct 2021
1	Ashley McAllister - Pete Parra	X	X	X	X	ABS	X	X	X				
2	Laura Gonzales - Harvey L. Hall	X	X	ABS	X	X	X	X	X				
3	Paola Sanchez - Harvey L. Hall						X	ABS	X				
4	*Vacancy*												
#	REGION 4	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	June 2020	July 2021	Aug 2021	Sept 2021	Oct 2021
1	Brittany Dunbar - Rosamond	X	X	X	X	X	X	X	X				
2	Agueda Hernandez - California City	X	X	X	X	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	July 2021	Aug 2021	Sept 2021	Oct 2021
1	Kaylonie Howard - F. Garcia	X	X	X	X	X	X	X	X				
2	Teresa Fajardo - C. Varela	X	X	ABS	X	X	X	X	X				
#	ECC EHS Partnership	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	June 2020	July 2021	Aug 2021	Sept 2021	Oct 2021
1	Samantha Collins								X				
#	San Joaquin EHS Partnership	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	June 2020	July 2021	Aug 2021	Sept 2021	Oct 2021
1	Rosalinda Valencia - Walnut	X	X	X	X	X	X	X	X				
2	Semeen Muhammad						X	ABS	X				
#	Community Representatives	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	June 2020	July 2021	Aug 2021	Sept 2021	Oct 2021
1	Nila Hogan	X	X	X	X	X	X	X	X				
2	Nicole Cabe	X	X	X	ABS	X	ABS	X	X				
3	*Vacancy*												
#	Board Member	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	June 2020	July 2021	Aug 2021	Sept 2021	Oct 2021
1	Jimmie Childress	X	X	X	X	ABS	X	X	X				

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			X			ABS		
Nicole Cabe			X			X			X		
Andrea Martinez			X			X			X		
Jimmie Childress						X			X		
Semeen Muhammad						ABS			X		

Budget & Finance Committee

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

DATE	August 24, 2021
TIME	5:30 p.m.
LOCATION	Microsoft Teams Meeting / 5005 Business Park North Bakersfield, CA 93309
TEAMS LINK	Click here to join the meeting
PHONE MEETING ID	(213) 204-2374 716 798 637#

Policy Council Meeting Agenda

Per Governor's Executive Order N-25-20, meeting to be held via tele-conference. Members of the public may join the tele-conference or listen to the call from the CAPK office at 5005 Business Park North, Bakersfield, CA 93309

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.

1. **Call to Order**
   a. Roll Call

Nicole Cabe	Laura Gonzales	Ashley McAllister
Jimmie Childress	Agueda Hernandez	Semeen Muhammad
Kenia Contreras	Nila Hogan	Paola Sanchez
Brittany Dunbar	Kaylonie Howard	Rosalinda Valencia
Teresa Fajardo	Andrea Martinez	

2. **Public Comments**
   The public may address the Policy Council on items not on the agenda. Speakers are limited to 3 minutes. If more than one person wishes to address the same topic, the total group time for the topic will be 10 minutes. Please state your name before making your presentation.

3. **Subcommittee Verbal Reports** (3 minutes per report)
   School Readiness
   Planning
   Budget & Finance
   Bylaws

4. **Presentation**
   a. CAPK Food Bank – Carrie Farwell, Program Supervisor, Community Action Partnership of Kern Food Bank
   b. Office of Head Start Focus One Monitoring Review Report – Sylvia Ortega, Quality Assurance Administrator ***(p. 9-16)***

5. **Consent Agenda**
   The Consent Agenda consists of items that are considered routine and non-controversial. These items are approved in one motion unless a member of the Council or the public requests removal of a particular item. If comment or discussion is requested, the item will be removed from the Consent Agenda and will be considered in the order listed – ***Action Item***

   a. Policy Council Meeting Minutes – June 22, 2021 (English/Spanish) ***(p. 17-27)***
   b. School Readiness Committee Meeting Minutes – June 10, 2021 (English/Spanish) ***(p. 28-31)***
   c. Budget & Finance Committee Meeting Minutes – June 15, 2021 (English/Spanish) ***(p. 32-35)***
   d. Planning Committee Meeting Minutes – August 3, 2021 ***(p. 36-37)***
   e. Kern Early Head Start Budget vs. Actual Expenditures, March 1, 2021, to July 31, 2021 ***(p. 38-40)***
   f. Kern Head Start Budget vs. Actual Expenditures, March 1, 2021, to July 31, 2021 ***(p. 41-43)***

g. San Joaquin Early Head Start Budget vs. Actual Expenditures, February 1, 2021, to July 31, 2021 ***(p. 44-46)***
h. Early Head Start Child Care Partnerships Budget vs. Actual Expenditures, March 1, 2021, to July 31, 2021***(p. 47-49)***
i. American Rescue Funding Expenditures April 1, 201 to July 31, 2021 ***(p. 50-52)***
j. Parent Local Travel & Childcare through July 31, 2021 ***(p. 53-56)***
k. Parent Activity Funds through July 31, 2021 ***(p. 57-60)***
l. Kern Head Start and Early Head Start Non-Federal Report, March 1, 2021, to July 31, 2021 ***(p. 61)***
m. San Joaquin Early Head Start Non-Federal Report, March 1, 2021, to July 31, 2021 ***(p. 62)***
n. Notice of Award 09CH000163-02 Amendment March 1, 2021, to February 28, 2022 ***(p. 63-67)***
o. Policy Council Termination Letter – Kenia Contreras, June 23, 2021 ***(p. 68)***
p. Head Start Program Review Evaluation (PRE) Report – July ***(p. 69-70)***
q. How to Use Visual Schedules to Help Your Child Understand Expectations – Pyramid Model, Backpack Connection Series ***(p. 71-72)***
r. Children's Mobile Clinic – August 2021 (English/Spanish) ***(p. 73-74)***
s. CAPK Food Distribution Calendar – August 2021/September 2021 ***(p. 75-76)***
t. Kern County Library Bookmobile ***(p. 77)***
u. Kern County Farmers' Market ***(p. 78-79)***
v. San Joaquin County Farmers' Market ***(p. 80-81)***
w. Back2Work – Community Services Employment Training ***(p. 82)***
x. Monthly Parent Trainings with Dr. Kirk – Head Start Wellness ***(p. 83)***
y. Walk for Peace & Family Resource Fair – September 25, 2021 ***(p. 84)***
z. School Readiness Subcommittee Meeting Dates ***(p. 85)***
aa. Planning Subcommittee Meeting Dates ***(p. 86)***
bb. Budget & Finance Subcommittee Meeting Dates ***(p. 87)***
cc. Bylaws Subcommittee Meeting Dates ***(p. 88)***
dd. Policy Council Meeting Dates ***(p. 89)***

6. <u>New Business</u> ***Action Item***

a. None

7. <u>Standing Reports</u>

a. Program Governance – Lisa Gonzales, Program Governance Coordinator
b. Community Representative – Nicole Cabe, Past Parent; Nila Hogan Community Representative
c. Early Head Start San Joaquin – Semeen Muhammad
d. Early Head Start Partnership – Nicole Callahan, EHS Child Care Partnership Coordinator
e. Board of Directors – Jimmie Childress, CAPK Board Member
f. Head Start/State Child Development – Yolanda Gonzales, Head Start/State Child Development Director

8. <u>Policy Council Chairperson Report</u>

9. <u>Policy Council Member Comments</u>

10. <u>Next Scheduled Meeting</u>

11. <u>Adjournment</u>

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 pm, August 20, 2021. Lisa Gonzales, Program Governance Coordinator.

FECHA	24 de agosto, 2021
HORA	5:30 p.m.
UBICACIÓN	Reunión por Microsoft Teams 5005 Business Park North Bakersfield, CA 93309
ENLACE DE TEAMS	Pulse el enlace para unirse a la junta
TELÉFONO	(213) 204-2374
NÚMERO DE IDENTIFICACIÓN	716 798 637#

Agenda del Concilio de Póliza

De acuerdo con la orden ejecutiva del gobernador N-25-20, la reunión se llevará a cabo por teleconferencia, Los miembros del público pueden unirse a la teleconferencia o escuchar la llamada desde la oficina de CAPK ubicada en el 5005 Business Park North, Bakersfield, CA 93309.

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

1. **Llamado de orden**
   a. Pase de lista

Nicole Cabe	Laura Gonzales	Ashley McAllister
Jimmie Childress	Águeda Hernández	Semeen Muhammad
Kenia Contreras	Nila Hogan	Paola Sánchez
Brittany Dunbar	Kaylonie Howard	Rosalinda Valencia
Teresa Fajardo	Andrea Martínez	

2. **Comentarios públicos**
   El público pude dirigirse al Concilio de Póliza sobre temas que no se presenten en la agenda. Los oradores están limitados a 3 minutos. Si más de una persona desea abordar el mismo tema, el tiempo total que se otorgará para dicho tema será de 10 minutos. Favor de proporcionar su nombre antes de hacer su presentación.

3. **Reportes verbales de los subcomités** (3 minutos por reporte)
   Preparación escolar
   Planeación
   Presupuestos y finanzas
   Estatutos

4. **Presentación**
   a. Banco de alimentos de CAPK – Carrie Farwell, Supervisora del programa, Asociacion de Acción Comunitaria del banco de alimentos de Kern
   b. Informe de revisión de monitoreo del área de enfoque uno de la Oficina Nacional de Head Start – Sylvia Ortega, Administrador de control de calidad

5. **Aprobación de agenda**
   La aprobación de agenda consta de elementos que se consideran rutinarios y no controversiales. Estos elementos se aprueban con una propuesta, a menos que un miembro del concilio o el público solicite la eliminación de un elemento en particular. Si se solicita un comentario o discusión, dicho elemento se eliminará de la agenda de aprobación y se considerará en el orden indicado – ***Componente de acción***

   a. Resumen de la reunión del concilio de póliza – 22 de junio, 2021 (inglés/español)
   b. Resumen del comité de preparación escolar – 10 de junio, 2021 (inglés/español)
   c. Resumen del comité de presupuestos y finanzas – 15 de junio, 2021 (inglés/español)

d. Resumen del comité de planeación – 3 de agosto, 2021
e. Presupuesto de Early Head Start Kern vs. Gastos actuales, 1 de marzo hasta el 31 de julio, 2021
f. Presupuesto de Head Start vs. Gastos actuales, 1 de marzo hasta el 31 de julio, 2021
g. Presupuesto de Early Head Start San Joaquín vs. Gastos actuales, 1 de febrero hasta el 31 de julio, 2021
h. Presupuesto de la asociación de cuidado infantil Early Head Start vs. Gastos actuales, 1 de marzo hasta el 31 de julio, 2021
i. Gastos de financiamiento del plan de Rescate Americano 1 de abril hasta el 31 de julio 2021
j. Viajes locales de padres y cuidado infantil hasta el 31 de julio, 2021
k. Fondo de actividades para padres hasta el 31 de julio, 2021
l. Informe no federal de Head Start Kern y Early Head Start, 1 de marzo hasta el 31 de julio, 2021
m. Informe no federal de Early Head Start San Joaquín, 1 de marzo hasta el 31 de julio, 2021
n. Aviso de concesión modificada 09CH000163-02 1 de marzo, 2021 hasta el 28 de febrero, 2022
o. Carta de terminación de membresía – Kenia Contreras, 23 de junio, 2021
p. Reporte de evaluación del programa Head Start (PRE) – Julio
q. Cómo utilizar horarios visuales para ayudar a su hijo a entender las expectativas – Modelo pirámide de la serie de Conexión Mochila
r. Clínica móvil infantil – agosto 2021 (inglés/español)
s. Calendario de distribución de alimentos de CAPK – Agosto y septiembre 2021
t. Biblioteca móvil del sistema Bibliotecario del condado de Kern
u. Mercado de agricultores del condado de Kern
v. Mercado de agricultores del condado de San Joaquín
w. Regresando a trabajar – capacitación laboral impartida por servicios comunitarios
x. Capacitaciones mensuales para padres con el Dr. Kirk – división de bienestar de Head Start
y. Caminata por la paz y feria de recursos para la familia – 25 de septiembre, 2021
z. Horario del comité de preparación escolar
aa. Horario del comité de planeación
bb. Horario del comité de presupuestos y finanzas
cc. Horario del comité de estatutos
dd. Horario del concilio de póliza

6. <u>Nuevos intercambios</u> ***Componente de acción***

a. Ninguno

7. <u>Informes permanentes</u>

a. Programa de gobernanza – Lisa Gonzales, coordinadora del programa de gobernanza
b. Representante comunitario – Nicole Cabe, madre anterior; Nila Hogan representante comunitario
c. Early Head Start de San Joaquín – Semeen Muhammad
d. Asociacion de Early Head Start – Nicole Callahan, coordinadora de la asociacion de cuidado infantil EHS
e. Junta directiva – Jimmie Childress, miembro de la junta directiva de CAPK
f. Head Start/Desarrollo infantil estatal – Yolanda Gonzales, directora de Head Start/Desarrollo infantil estatal

8. <u>Reporte de la presidenta del concilio de póliza</u>

9. <u>Comentarios de los miembros del concilio de póliza</u>

10. <u>Próxima reunión programada</u>

11. <u>Conclusión</u>

Se certifica que este aviso de la agenda se publicó en el vestíbulo de la oficina administrativa de CAPK, localizada en el 5005 Business Park North, Bakersfield, CA y en línea en www.capk.org antes de las 12 p.m. del 20 de agosto 2021. Lisa Gonzáles, coordinadora del programa de gobernanza.

Program Performance Summary Report

To: Authorizing Official/Board Chairperson

Mr. Curtis Floyd

Community Action Partnership of Kern

5005 Business Park N

Bakersfield, CA 93309 - 1651

From: Responsible HHS Official

Date: 06/21/2021

On behalf of Dr. Bernadine Futrell
Director, Office of Head Start

From May 10, 2021 to May 14, 2021, the Administration for Children and Families (ACF) conducted a Focus Area One (FA1) monitoring review of the Community Action Partnership of Kern Head Start and Early Head Start programs. This report contains information about the grantee's performance and compliance with the requirements of the Head Start Program Performance Standards (HSPPS) or Public Law 110-134, Improving Head Start for School Readiness Act of 2007.

The Office of Head Start (OHS) would like to thank your governing body, policy council, parents, and staff for their engagement in the review process. The FA1 review allows the OHS to understand how programs are progressing in providing services in the 5-year grant cycle. The report includes the performance measures used to understand grantee progress towards program goals. You can use this report to identify where your program was able to describe progress toward implementing program services that promote quality outcomes for children and families. Please contact your Regional Office for guidance should you have any questions or concerns. Your Regional Office will follow up on the content of this report and can work with you to identify resources to support your program’s continuous improvement.

DISTRIBUTION OF THE REPORT

Ms. Cynthia Yao, Regional Program Manager
Mr. Jeremy Tobias, Chief Executive Officer/Executive Director
Mrs. Yolanda Gonzales, Head Start Director
Mrs. Yolanda Gonzales, Early Head Start Director

Glossary of Terms

Opportunity for Continuous Improvement (OCI)	An OCI is identified when the grantee is determined compliant in an area; however, through intentional, continuous improvement strategies, the agency has the opportunity to enhance overall program quality.
Area of Concern (AOC)	An area for which the agency needs to improve performance. These issues should be discussed with the grantee's Regional Office of Head Start for possible technical assistance.
Area of Noncompliance (ANC)	An area for which the agency is out of compliance with Federal requirements (including but not limited to the Head Start Act or one or more of the regulations) in one or more areas of performance. This status requires a written timeline of correction and possible technical assistance or guidance from the grantee's program specialist. If not corrected within the specified timeline, this status becomes a deficiency.
Deficiency	As defined in the Head Start Act, the term "deficiency" means: (A) a systemic or substantial material failure of an agency in an area of performance that the Secretary determines involves: (i) a threat to the health, safety, or civil rights of children or staff; (ii) a denial to parents of the exercise of their full roles and responsibilities related to program operations; (iii) a failure to comply with standards related to early childhood development and health services, family and community partnerships, or program design and management; (iv) the misuse of funds received under this subchapter; (v) loss of legal status (as determined by the Secretary) or financial viability, loss of permits, debarment from receiving Federal grants or contracts, or the improper use of Federal funds; or (vi) failure to meet any other Federal or State requirement that the agency has shown an unwillingness or inability to correct, after notice from the Secretary, within the period specified; (B) systemic or material failure of the governing body of an agency to fully exercise its legal and fiduciary responsibilities; or (C) an unresolved area of noncompliance.



Program Design, Management, and Quality Improvement

Program Design
The grantee's program design and structure takes into account community strengths and needs.

Program Management and Quality Improvement
The grantee has an approach for providing effective management and oversight of all program areas and fiduciary responsibilities.

Program Governance
The grantee maintains a formal structure for program governance that includes a governing body, a policy council (or policy committee for delegates), and parent committees.

Program Design, Management, and Quality Improvement Summary

Community Action Partnership of Kern relied on community data to design services to meet the needs of children and families living in California's Kern and San Joaquin Counties. Data helped the program identify an increase in the number of homeless families living in the community. As a result, it adjusted its selection criteria to prioritize the enrollment of homeless children. The onset of COVID-19 and its impact on the community also necessitated changes in service delivery, as the program initially offered only virtual services. When the easing of California's COVID-19 restrictions allowed the program to offer in-person services to a reduced number of children, it prioritized those slots for working families. To some extent, families were allowed to select virtual or in-person services based on their needs. By adjusting to these challenges, the program provided responsive services to address the changing needs of the community.

Community Action Partnership of Kern's governance structure and the members' expertise supported program service delivery. The governing board and the policy council were actively engaged in program decisions. Each policy council member was asked to participate in at least one of the three subcommittees: by-laws, budget and finance, or planning. The policy council's vice-chairperson chaired the planning committee and encouraged communication between the governing bodies by also serving as the policy council representative on the Board. Additionally, policy council and Board members participated in the program's community needs and self-assessment processes, and were instrumental in coordinating and approving the purchase of equipment and resources to support virtual services during COVID-19. Specifically, their efforts supported the purchase of 25 electronic tables, and the ReadyRosie, ReadyBaby, and Learning Genie education apps. The program used the commitment, expertise, and participation of its governing bodies to its advantage in its delivery of services.

Designing Quality Education and Child Development Program Services

Alignment with School Readiness
The grantee’s approach to school readiness aligns with the expectations of receiving schools, the Head Start Early Learning Outcomes Framework (HSELOF), and state early learning standards.

Effective and Intentional Teaching Practices
The grantee has strategies to ensure teaching practices promote progress toward school readiness.

Supporting Teachers in Promoting School Readiness
The grantee has an approach for ensuring teachers are prepared to implement the curriculum and support children’s progress toward school readiness.

Home-based Program Services
The grantee has strategies to ensure home-based program services help parents to provide high-quality learning experiences.

Designing Quality Education and Child Development Program Services Summary

Community Action Partnership of Kern's partnerships with receiving schools, selection of educational resources, and transition activities supported children's school readiness. First, program staff worked with elementary school principals and kindergarten teachers to understand their expectations for transitioning children. Then, the program implemented The Creative Curriculum and the Desired Results Developmental Profile (DRDP) to guide services aimed at helping children attain the expected skills. Education staff also provided children's DRDP results to receiving schools to support smooth transitions. Additional transition activities included virtual information sessions with parents, The Creative Curriculum's Getting Ready for Kindergarten activities, and virtual tours of receiving kindergarten classrooms. The programs collaboration with receiving schools helped children enter kindergarten ready to learn.

Community Action Partnership of Kern captured and tracked data to support teachers and ensure teaching practices responded to children's individual developmental needs. Data sources included child outcomes, classroom observations, the Classroom Assessment Scoring System, the Ignite by Hatch digital learning platform, The Pyramid Infant-Toddler Observation Scale, and various environmental assessment tools. The program analyzed these data and used the results to measure the quality of teaching practices, inform instruction, and plan professional development activities. The program also used The Creative Curriculum fidelity tool to measure how effectively teachers implemented the curriculum and provided them with supplemental resources, including Mighty Minutes instructional teaching cards and Creative Curriculum Studies to promote school readiness. Additionally, the program implemented the Practice-Based Coaching Model and its Together, Learning, and Collaborating process to provide individual and group supports focused on improving teaching skills. Finally, all teachers participated in some level of coaching, which was provided virtually during the 2020-2021 program year. This ongoing data analysis, professional development, and coaching support positively influenced children's learning environments.

Designing Quality Health Program Services

Child Health Status and Care
The grantee has an approach for ensuring the delivery of high-quality health services.

Safety Practices
The grantee implements a process for monitoring and maintaining healthy and safe environments and ensuring all staff have complete background checks.

Designing Quality Health Program Services Summary

Community Action Partnership of Kern responded to children's health needs using internal resources and community collaborations. Initially, family service workers collected health data at enrollment, tracked it in ChildPlus, and used it to identify and respond to each child's needs. Then, program staff helped families apply for medical insurance, establish medical and dental homes, and create health care plans for children with chronic conditions. In collaboration with local health providers, the program helped all children receive dental screenings, well-child checkups, and recommended follow-up care. For instance, Operation Saving Smiles, a local oral health initiative, provided dental screenings and, during COVID- 19, the Kern County Children's Dental Health Network offered drive-by dental screenings. Staff received training on using otoacoustic emissions machines and the Plusoptix vision screener, which allowed them to complete hearing and vision screenings. The program also helped families obtain necessary health services by identifying community health care providers, helping families make appointments, and arranging transportation when needed. The program provided resources, collaborated with community partners, and conducted ongoing monitoring of child health data to support health services delivery.

Community Action Partnership of Kern used checklists and safety practices to maintain safe facilities. Staff members conducted daily safety checks of indoor and outdoor learning environments and immediately reported safety concerns to their supervisors. Facilities also underwent inspections from California child care licensing, the Health Department, and the fire marshal, and implemented active shooter drills as an additional safety measure. Finally, the program responded to COVID-19 safety concerns by enhancing health protocols in its classrooms and facilities. Routine and enhanced inspections as well as heightened safety measures kept children safe and ready to learn.

Designing Quality Family and Community Engagement Services

Family Well-being
The grantee has an approach for collaborating with families to support family well-being.

Strengthening Parenting and Parent-Child Supports
The grantee has an approach for providing services that strengthen parenting skills.

Designing Quality Family and Community Engagement Services Summary

Community Action Partnership of Kern helped families set goals, meet their needs, and improve their overall well-being. The family services staff helped families complete CCR Analytics' Strengths, Needs, and Interests Parent Survey (SNIPS). CCR Analytics, an education consultant in Southern California, specialized in child and family outcomes analysis for Head Start and early education programs. The SNIPS survey aligned with the Head Start Parent, Family, and Community Engagement Framework and measured individual family stability, immediate needs, and interests. The results of this survey were used to inform topics for parent meetings, workshops, and training events. Additionally, the outcomes guided the goal-setting and Family Partnership Agreement processes, with many of these conversations occurring virtually during COVID-19. The programs efforts to help families identify their needs and goals supported their overall well-being.

Community Action Partnership of Kern connected families with resources and services to support their needs and goals. The program partnered with the local food banks, the housing authority, and other community programs to address commonly expressed needs. Program staff also helped families access Catholic Charities' resources, including rent stipends, employment assistance, and crisis intervention services. Additionally, the program coordinated the distribution of essential supplies during COVID-19, including diapers, wipes, hand sanitizer, personal protective equipment, and weekly food boxes. The Board and the policy council helped families obtain resources by coordinating the distribution of electronic tablets to support virtual learning and communication between family and staff. To make sure families were aware of available resources, the program used social media, email, parent boards, and newsletters to communicate with them. Community Action Partnership of Kern used community resources and services to meet the needs of families.

Community Action Partnership of Kern supported families in strengthening their parenting skills in a variety of ways. Some of this support came from ReadyBaby, ReadyRosie, Learning Genie, and Partners for Healthy Baby parenting curricula and resources. Family advocates selected topics based on parent survey results and facilitated ReadyRosie Give Me 10 workshops via Zoom. Parents also participated in the ReadyRosie Modeled Moments videos and family workshop series. Staff reported a 73 percent parent participation rate for ReadyBaby and ReadyRosie online resources. Teachers and home visitors also partnered with parents to plan educational goals for their children and used an interactive newsletter to provide parenting tips and helpful information. For instance, a review of the Infant-Toddler December 2020-January 2021 newsletter found information on COVID-19, a ReadyRosie intro video, a list of family resources, and links to individual centers. Community Action Partnership of Kern used technology and partnered with parents to strengthen their parenting skills.



Developing Effective Eligibility, Recruitment, Selection, Enrollment, and Attendance (ERSEA) Strategies and Fiscal Infrastructure

Eligibility, Recruitment, Selection, Enrollment, and Attendance
At least 10% of the grantee's total funded enrollment is filled by children eligible for services under IDEA or the grantee has received a waiver.

The grantee enrolls children or pregnant women who are categorically eligible or who meet defined income-eligibility requirements.

Enrollment Verification
The grantee maintains and tracks full enrollment.

Fiscal Infrastructure, Capacity, and Responsiveness
The grantee's fiscal staff have the qualifications needed to provide oversight of the grant.

The grantee has a budget development and revision process that includes stakeholders and appropriate approvals, and ensures continuous alignment with program design, goals, and objectives.

Developing Effective Eligibility, Recruitment, Selection, Enrollment, and Attendance (ERSEA) Strategies and Fiscal Infrastructure Summary

Community Action Partnership of Kern's experienced and well-trained enrollment and family services staff ensured only eligible children were enrolled in the program. Enrollment interviews were conducted in person before COVID-19, but during the pandemic, parents had a choice of in-person, phone, or virtual interviews. The program prioritized enrollment for children who were living with disabilities, residing in foster care, receiving public assistance, and experiencing homelessness. The selection criteria advisory committee met annually in November and December to consider selection criteria adjustments based on the community's current needs and the most recent Federal poverty guidelines. The governing board, the policy council, enrollment staff, home visitors, and family service workers received training at the time of hire and periodically throughout the year to maintain ERSEA compliance. Training topics included eligibility determinations, selection criteria, and monitoring. Additionally, enrollment staff received initial and ongoing training on interviewing skills and completed the Supporting Children and Families Experiencing Homelessness module series on the Early Childhood Learning and Knowledge Center website. The program's trained staff implemented a system to enroll the communities' most eligible children.

Community Action Partnership of Kern used ChildPlus to capture and track enrollment information, monitor attendance, and maintain the program's waitlist. All enrollment notes were captured in ChildPlus. The program's extensive data monitoring and auditing process helped identify inaccurate eligibility determinations. The program reported 20 percent of ERSEA files were audited by location on a rotating basis, and the results were captured in the program's internal monitoring system. This access to audit data allowed the enrollment team to discuss and resolve any findings. The program's use of ChildPlus and ongoing monitoring supported accurate ERSEA practices.

Community Action Partnership of Kern protected Federal funds and complied with all applicable regulations. The grantee used the Abila Fund accounting financial management system and followed internal policies and procedures to ensure financial practices aligned with the Head Start Program Performance Standards. The chief financial officer, who had 17 years of experience and a master's degree in accounting, oversaw fiscal practices with assistance from the financial manager. The Head Start director and the financial manager presented monthly financial reports to the Board and the policy council, which allowed them to monitor and participate in fiscal practices. The Head Start director also provided budget reports to program staff. The program's policies and procedures ensured the protection and integrity of Federal funds.

The program's budget development and revision process aligned with program goals and included the participation of the Board, the policy council, and staff. The Head Start management team, the chief financial officer, and the financial manager used spending history and program data to develop a draft budget. The program staff, the Board, and the policy council provided input on the draft budget, aided by the monthly financial reports they received throughout the year. The Board and

the policy council also had opportunities to ask questions and discuss the budget in their respective finance committee meetings. The policy council approved the draft budget and submitted it to the Board for final approval. Community Action Partnership of Kern aligned its budget with program goals to support positive outcomes for children.

---------- End of Report ----------

COMMUNITY ACTION PARTNERSHIP OF KERN
POLICY COUNCIL COMMITTEE MEETING MINUTES
June 22, 2021
Teleconference ID: 875 627 705#
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. Secretary Agueda Hernandez conducted roll call; quorum was established.

Policy Council Members Present: Nicole Cabe, Jimmie Childress, Samantha Collins, Brittany Dunbar, Teresa Fajardo, Laura Gonzales, Agueda Hernandez, Nila Hogan, Kaylonie Howard, Andrea Martinez, Ashley McAllister, Semeen Muhammad, Paola Sanchez, Rosalinda Valencia

2. Public Comments

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 three 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.*

3. Standing Committee Reports

a. **School Readiness Committee**

The School Readiness committee met on June 10, 2021. Maria Guadian, Family Engagement, and Inclusion Manager presented information as to how inclusion and family engagement services help families to prepare for kindergarten. She also discussed assessments and the process of referrals as well as the support provided to students with an Individualized Education Plan (IEP) or an Individualized Family Service Plan (IFSP). The importance of advocacy was emphasized, noting parents are their child's greatest advocate. Building strong advocacy skills now will be an asset to parents in a variety of situations and throughout their child's education. Other information shared included ReadyRosie parenting curriculum and the Summer Soar series filled with videos and activities to support kindergarten readiness and more. It was also shared, members of the School Readiness committee met on June 22, 2021 to review and collaborate on the 2021- 2022 School Readiness Goals. The next School Readiness Meeting will be held on August 12, 2021.

b. **Planning Committee**

The Planning Committee met on June 1, 2021. 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 64,000 meals were prepared by the Central Kitchen during the month of May. Information was shared with members regarding the American Rescue Plan Funding. It was noted CAPK recently applied for funding. With this application Head Start will operate 10 part-year centers during the summer and make a variety of repairs as well as the installation of air conditioning systems.

c. **Budget & Finance Committee**

The Budget & Finance Committee met on June 15, 2021. Budget to actual financial documents for Head Start and Early Head Start were shared and discussed. Three Notice of Awards were shared and discussed with members as well. Additional explanation was provided based upon member inquiry. All documents and reports can be found in the Policy Council Packet. The next PC Budget & Finance meeting will be held on August 17, 2021, at 5:30 p.m.

d. **Bylaws Committee**

The Bylaws Committee will meet on Tuesday, August 10, 2021. Topics of discussion will include membership term limits as well as an introduction the Governance Leadership Modules as found on the Early Childhood Learning and Knowledge Center (ECLKC) website. The committee will also continue its review and discussion on the balance of the Policy Council Bylaws. This meeting will be held on Microsoft Teams at 5:30 p.m.

4. Presentations

a. **Summer Safety – Erica Bain, Public Information Coordinator – Kern County Fire Department**

Erica briefly shared her personal background noting a variety of career opportunities she's had. This included retail management, television production, college career advisory and her current position over the past 7 years with Kern County Fire Department as Public Information Coordinator. Erica receives all internal and external communications for the fire department and shares information to the field and with communities. She has seen a lot of tragedy being in the field and has been present when families have come home to nothing, but rubble where once stood a home. It is in part, because of these experiences as well as being a mom that Erica is passionate about educating others on emergency preparedness and safety.

Erica talked to the Council about pool safety and how children 5 and under have a more difficult time understanding what drowning is and how a pool could possibly be dangerous. She stated that drowning is the leading cause of unintentional injury or death with California leading the nation in these statistics. It was stated a pool or spa is 14 times more like than a car to be the cause of death for a child under 5 years of age. Most children who have drowned were last seen in the house versus the pool area. Drowning is extremely dangerous because it is silent. Typically, there isn't any splashing or sound associated with drowning; parents/adults need to be vigilant and be proactive to help prevent this tragedy. Erica provided 3 action steps to promote pool safety, protection, supervision, and preparation. Protection, incorporates actual physical layers of protection such as having an alarm on doors or windows, non-climbable fencing around the pool, self-latching pool gate etc. It is also very important not to leave toys around the pool area as they can entice a child and potentially fall in the pool if they get too close when attempting to retrieve a toy. Supervision is the second action step, adults must establish and communicate responsibility for child supervision, in any environment. There should be an assigned adult (water watcher) designated to the pool area and always watching and looking. This is especially noteworthy during social gatherings when people are often busy socializing and tending to other things. Additionally, parents should not rely on swimming lessons or equipment such as floaties to protect children. These items can sometimes give children and sometimes parents an over emphasized sense of confidence. The final action step is preparation, things you should do/have on hand to prepare you "in case" something does happen. In the pool area you should have actual rescue equipment, not pool toys as well as having emergency phone numbers posted. It is equally important to teach others how to use the rescue equipment and to have children understand how to call 9-1-1. Erica shared it is important children know their address. A helpful way to teach this is as a first and last name reference; just as they have a first and last name their address does too. The "first name" being house number and "last name" the street.

Erica also spoke about general emergency preparedness with a focus on housefires as this is a "controlled environment" with several things that can be done to prevent and prepare. It was shared the likelihood of you and your family surviving depends <u>a lot</u> on if you have a working smoke detector and an exit strategy once you hear that smoke detector. It *almost* depends on this component as much as it does on the fire department itself. A disaster plan needs to be created and each family member must know that there are two ways out from wherever they may be, either the door or window. Once this has been established everyone must know how to exit should one of these two areas be blocked by fire. There must also be a designated meeting spot, so everyone will know where to go once evacuated. Additionally, there should be an emergency contact that you can call who is out of the affected area. The person(s) can come and pick up the children or be with the kids, providing you any necessary support. Having a plan is just the first part, you must also practice the plan. Erica encouraged members to check their smoke detectors and familiarize children with the sound. An age-appropriate explanation should be given as to what that sound means and what they should do if they hear it.

It is also important to have a disaster kit, ideally you should have one for your car and one for your home. Erica shared a few basic supply items including, water, food, extra set of keys, change of clothing, etc. Items should be enough to last for up to 3 days. In preparation for such, it is important to talk with your children and involve them in this process as well. When shopping they can help by

picking out non-perishable items or adding their favorite stuffed animal or toy to the kit. In support of preparedness, Erica encouraged members to sign up for ReadyKern. ReadyKern is an emergency communication program that sends notifications alerting residents to important activity such as evacuations, power outages and more.

5. Consent Agenda ***ACTION**

The Consent Agenda consists of items that are considered routine and non-controversial. These items are approved in one motion unless a member of the Council or the public requests removal of a particular item. If comment or discussion is requested, the item will be removed from the Consent Agenda and will be considered in the order listed.

a. Policy Council Meeting Minutes – May 25, 2021 (English/Spanish)
b. Bylaws Committee Meeting Minutes – May 11, 2021 (English/Spanish)
c. Budget & Finance Committee Meeting Minutes – May 18, 2021
d. Planning Committee Meeting Minutes – June 1, 2021 (English/Spanish)
e. Kern Head Start Budget vs. Actual Expenditures, March 1, 2021, through May 31, 2021
f. Kern Early Head Start Budget vs. Actual Expenditures, March 1, 2021, through May 31, 2021
g. Early Head Start San Joaquin Budget vs. Actual Expenditures, February 1, 2021, through May 31, 2021
h. Early Head Start Child Care Partnerships Budget vs. Actual Expenditures, March 1, 2021, through May 31, 2021
i. Parent Local Travel & Childcare through May 31, 2021
j. Parent Activity Funds through May 31, 2021
k. Kern Head Start and Early Head Start Non-Federal and In-Kind Report, March 1, 2021, through May 31, 2021
l. San Joaquin Early Head Start Non-Federal and In-Kind Report, February 1, 2021, through May 31, 2021
m. Notice of Award 09CH11406-02-02, February 1, 2021 – January 31, 2022, EHS San Joaquin COLA
n. Notice of Award 09CH1113202-01, March 1, 2021 – February 28, 2022, Kern HS/EHS COLA
o. Notice of Award 09HE000432-01, April 1, 2021 – March 31, 2023, CPAK American Rescue Plan (COVID) Funding
p. Head Start Program Review Evaluation (PRE) Report – May
q. Teachable Moments: How to Help Your Child Manage Time and Understand Expectations
r. Children's Mobile Clinic – June 2021 (English/Spanish)
s. Summer Music & Motion with Pinky Jackalope – National Head Start Association
t. Movies in the Park – Kern County
u. Tales and Tails Storytime – San Joaquin County Public Library
v. Heat Exhaustion or Heat Stroke – National Weather Service
w. Drowning is Silent – The Drowning Prevention Foundation (English/Spanish)
x. Have a Food Safe Summer – United States Department of Agriculture (English/Spanish)
y. Get Ready to Grill Safely – Centers for Disease Control and Prevention (English/Spanish)
z. School Readiness Subcommittee Meeting Dates
aa. Planning Subcommittee Meeting Dates
bb. Budget & Finance Subcommittee Meeting Dates
cc. Bylaws Subcommittee Meeting Dates
dd. Policy Council Meeting Dates

Motion was made by Nila Hogan to approve consent items (a) through (dd); seconded by Brittany Dunbar. Motion carried unanimously.

6. New Business ***ACTION**

a. **Election of New Policy Council Members to Subcommittees**
New member Samantha Collins expressed a desire to serve on the Policy Council Planning subcommittee. Motion was made by Nicole Cabe; seconded by Nila Hogan. Motion carried unanimously.

b. **School Readiness Goals 2021-2022 – Carolyn Coffey, Education & Support Services Administrator**
Carolyn presented the 2021-2022 School Readiness Goals to the Council. An overview was provided on each of the 6 domains and the respective goals for both Head Start and Early Head Start. Carolyn

shared that data is collected from child assessments and used to create these goals. She also thanked members who attended the review and collaboration of the school readiness goals earlier in the day. Carolyn shared that the input provided was very valuable and has been added to the document. Child data is what informs decisions throughout the entire year on teaching practices and teacher training as well. Carolyn shared the holistic approach to learning and the 8 phases of the development of the school readiness goals. She shared that data is gathered from all programs to ensure we are creating goals that are helping every child at their developmental level. Several links were also provided to members for more information on Parent, Family and Community Engagement for school readiness, Head Start Early Learning Outcomes framework and more. The document in its entirely was reviewed with members with an opportunity for questions for which there were none. Staff recommended the Policy Council approve the 2021-2022 School Readiness Goals. Motion was made by Nicole Cabe; seconded by Laura Gonzales. Motion carried unanimously.

7. <u>Standing Reports</u>

a. **Program Governance – Lisa Gonzales, Program Governance Coordinator**
Lisa thanked members for their attendance, time, and commitment. She spoke to several handouts as contained in the Policy Council packet highlighting an informational flyer which goes in conjunction with earlier discussion centering around pool safety. She encouraged members to look at that and perhaps post it somewhere handy. Additional points of discussion included information as to the difference and symptoms of both heat exhaustion and heat stroke. Lisa encouraged everyone to remember to drink plenty of water, wear loose fitting, light colored clothing and if possible, limit outdoor exposure during peak temperature hours. She also reminded parents to never leave children in the car alone, not even for "a minute" with examples shared as to how quickly a vehicle's internal temperature rises over a short time. Lisa also spoke to a variety of information especially relevant to the summer months and upcoming 4th of July holiday. These topics included grilling and food safety as well as firework safety sharing that a sparkler can burn at 2000 Fahrenheit which is as hot as a blow torch! Lisa shared with the group the final Virtual Parent Meeting (until the new program year) will take place later in the week. This meeting will cover standing information on the topics of enrollment, in-kind average daily attendance as well as program updates. Lisa shared that at this time it is unknown as to the platform to be used for future meetings e.g., virtual, in person, a combination of such, etc. However, we do know San Joaquin will resume their meetings in August and Kern in September. Lisa welcomed new member Samantha Collins to Policy Council and shared how wonderful it is to have EHS Partnership representation on the Council.

b. **Community Representative – Nicole Cabe, Past Parent; Nila Hogan, Community Representative**
Nicole spoke about fundraising efforts which included a fun run and more. Nila shared she will be providing a water safety packet to be dispersed to members which will contain information on pool, hot tub safety and more. Nila stated it is a good resource to keep handy and to share with others.

c. **Early Head Start San Joaquin – Rosalinda Valencia**
Rosalinda shared San Joaquin is currently working on closing out the 2020-2021 program year which ends on June 30, 2021. Staff are reviewing and working on the Program Information Report (PIR) as well as meeting with families to complete end of year paperwork in preparing files for the upcoming program year. There will be a pre-service event for staff on June 28 -30, 2021. It was shared 16 parents attended the May Very Important Parent (VIP) Meeting with the next virtual VIP Meeting to be held on June 24, 2021. Information from the Pyramid Model backpack series will be shared as well as a parent and father family engagement PowerPoint. The S'more newsletter for June was shared with families and has received 198 views to date. Rosalinda also shared; center-based enrollment is at128 with the home-based option at 87 for a total program enrollment of 215.

d. **Early Head Start Partnership – Nicole Callahan, EHS Child Care Partnership Coordinator**
Nicole informed members that a presentation on the EHS Partnership was provided at both the Buttonwillow and Shafter monthly collaborative meetings. She also stated, beginning in July, Bakersfield College has applied for a license for a toddler option. This would allow their program to expand services to children beginning at 18 months of age, previously children were accepted at 2 years of age . Parent Advocates will be launching "Your Money, Your Goals" a financial empowerment training for families focusing on topics such as building savings, managing debt, establishing credit and more. This training will be conducted in the evenings via Zoom and will be held

in both English and Spanish. Additionally, Family Advocates have supported their families by providing over 330 resources and 53 families are registered with ReadyRosie.

e. **Board of Directors – Jimmie Childress, CAPK Board Member**
No report at this time.

f. **Head Start/State Child Development – Yolanda Gonzales, Head Start/State Child Development Director**
Yolanda thanked Policy Council board members and parent members for their commitment to Policy Council. She reiterated the importance of following safety protocols in the current extreme weather (heat) and with water play. Yolanda added how important it is to be prepared and to have an emergency preparation list/kit. She encouraged everyone to be more mindful of these things and to take advantage of all the information and resources shared during the meeting to ensure we are keeping our children and ourselves safe. Yolanda provided an update on the Summer Bridge program noting it has been running well and is very successful. She added we have enrolled 171 children and are still recruiting as there are still some additional slots. Yolanda also shared we are also recruiting for our new program year. Staff are busy preparing for upcoming trainings in both San Joaquin and Kern. Yolanda shared as the program begins to move to a "more normal" environment parents will continue to be updated through this process. Yolanda also shared that a transition plan is being put together; she and her team are hopeful that in August we can get back to more "normal" days and back to serving the number of children we need to be. Yolanda encouraged members to continue to stay safe as changes occur and new mandates concerning COVID emerge. She also encouraged members to attend the Zoom (parent) meeting on Thursday adding a lot of great information will be shared. Members were thanked for their time, commitment, and support of Policy Council.

8. Policy Council Chairperson Report

Andrea shared information about the dangerously high temperatures we have been experiencing recently especially for those who may have inadequate cooling at home. She reminded attendees to utilize 2-1-1 adding there are people who may qualify to have their home weatherized which can include cooling improvements. She also encouraged members to share this information with others who may benefit but not aware of this service. Andrea spoke to the year-round program highlighting the additional centers which are open this summer. In doing so she expressed great appreciation for teachers and staff who are willing to continue working through the summer by choice. She asked that staff are acknowledged and shown appreciation as they are the people who care and teach our precious little ones. Andrea also reminded parents how important it is to keep an open line of communication with teachers and other staff. She added that parents are their child's number one advocate, and it is their responsibility and right to ask questions. Andrea added it can be easy to sign in and drop off in order to keep things running smoothly and safely but discussions about what is taking place in the classroom are equally important. It is important to talk about progress, challenges or concerns parents may have. Andrea shared how valuable it is to know the Head Start Parent Handbook as it contains a lot of great information. She also spoke to the importance of being an involved parent acknowledging how busy parents are however, even so we all must be doing our best for the children. Andrea spoke to (CAPK) Head Start being "mostly open" during the pandemic and congratulated the program for being successful and taking all the measures they have to prevent outbreaks in the centers. She added closures were difficult but necessary to keep everyone safe; overall it has been a success story. Andrea reminded members there will be no meetings in July; she is looking forward to seeing everyone in August. She added that while meeting in this virtual setting she hopes members will be open to using their camera so everyone can "see" each other.

9. Policy Council Member Comments

There were no member comments shared.

10. Next Scheduled Meeting

The next meeting will be held on Tuesday, August 24, 2021, at 5:30 p.m.

11. Adjournment

Chairperson, Andrea Martinez adjourned the meeting at 6:37 p.m.

ASOCIACIÓN DE ACCIÓN COMUNITARIA DE KERN
RESUMEN LA JUNTA DEL CONCILIO DE PÓLIZA
22 de junio, 2021
Número de identificación para Teleconferencia: 875 627 705#
Por Orden Ejecutiva Gubernamental N-25-20

1. **Convocación de Reunión**
   Andrea Martínez, presidenta llamó la junta al orden a las 5:33 p.m.
   a. La secretaria Águeda Hernández pasó lista; se estableció cuórum.
   Miembros del concilio de póliza presentes: Nicole Cabe, Jimmie Childress, Samantha Collins, Brittany Dunbar, Teresa Fajardo, Laura Gonzales, Águeda Hernández, Nila Hogan, Kaylonie Howard, Andrea Martínez, Ashley McAllister, Semeen Muhammad, Paola Sánchez, y Rosalinda Valencia

2. **Comentarios públicos**
   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.*

3. **Reportes de Comités permanentes**
   a. **Comité de preparación escolar**
      El comité de preparación escolar se reunió el 10 de junio, 2021. Maria Guadian, gerente de participación e incorporación familiar, presentó informacion sobre cómo su división apoya a las familias a preparar a los alumnos para su entrada al jardín de niños. También hablo sobre las evaluaciones y el proceso de referencias, así como también el apoyo que se les brinda a los alumnos que cuentan con un plan de educación individual (IEP, siglas en inglés) o un plan de servicio individual para la familia (IFSP, siglas en inglés). Se enfatizó la importancia de la interceder por los alumnos, ya que los padres son los que juegan este papel. Aprender a desarrollar habilidades solidas de intercesión, se convertirán en una ventaja para que los padres puedan utilizar en una variedad de situaciones durante la educación de sus hijos. Otra información que Maria compartió fue el pan de estudios ReadyRosie, y las series Planeación de verano, las cuales están llenas de videos y actividades para poyar la preparación para el jardín de niños y mucho más. Se añadió que el durante la junta del comité de preparación escolar el pasado 22 de junio, 2021 se revisaron y se colaboró en la preparación de las metras de preparación escolar 2021-2022, la próxima reunión del comité se llevará a cabo el próximo 12 de agosto del presente año.
   b. **Comité de planeación**
      El comité de planeación se reunió el 1 de junio, 2021. Se revisó el reporte de revisión y evaluación del programa. Este reporte incluyó información sobre las cifras de inscripción en todos los programas, así como el programa de alimentación y cuidado infantil y para adultos. Durante el mes de mayo la cocina central preparó más de 64,000 comidas. También se informó a los miembros sobre el Plan de financiamiento de rescate estadounidense el cual fue solicitado por CAPK recientemente. Con estos fondos, Head Start podrá mantener abiertos durante el verano, 10 centros de medio y realizará una variedad de reparaciones, así como la instalación de sistemas de aire acondicionado.
   c. **Comité de presupuestos y finanzas**
      El comité de presupuestos y finanzas se reunió el 15 de junio, 2021. Durante esta junta se compartió la informacion de los presupuestos y estados financieros actuales para los programas de Head Start y Early Head Start. Se informó que se habían recibido avisos de tres notificaciones de adjudicaciones que se otorgaron al programa. A petición de un miembro se ahondó en el tema; agregando que todos los documentos e informes se encontrarán en el paquete del concilio de póliza. La próxima junta del comité de presupuestos y finanzas se realizará el 17 de agosto, 2021 a las 5:30 p.m.
   d. **Comité de estatutos**
      El comité de estatutos se reunirá el martes 10 de agosto, 2021. Los temas que se discutirán serán los límites del periodo a la membresía, así como la introducción de módulos de liderazgo de gobernanza,

los cuales se pueden encontrar en la página web del Centro de conocimiento y aprendizaje de la primera infancia (ECLCK, siglas en inglés). El comité continuará la revisión y discusión del resto de los estatutos del concilio de póliza. La reunión se llevará a cabo por medio de la aplicación de Microsoft Teams a las 5:30 p.m.

4. <u>Presentaciones</u>

a. **Seguridad durante el verano – Erica Bain, coordinadora de informacion publica – Departamento de bomberos del condado de Kern**

Erica explicó brevemente sus antecedentes, señalando una variedad de oportunidades profesionales que se le han presentado. Dentro de estas se incluyen administradora mercantil, producción de televisora, asesor de carreras universitarias y el cargo actual como coordinadora de informacion publica, en el que han fungido durante los últimos 7 años para el departamento de bomberos del condado de Kern. Erica informó que ella recibe todos los comunicados internos y externos del departamento de bomberos y disemina antedicha informacion en las comunidades. Agregó que ha sido testigo de muchas tragedias que han ocurrido en este campo y ha presenciado cuando las familias regresas a casa para no encontrar nada dentro de los escombros. Debido a estas experiencias, además de su tarea como madre lo que la impulsan a educar a otras personas sobre la preparación y seguridad durante las emergencias.

Erica explicó al concilio algunos puntos sobre seguridad en las piscinas y la dificultad que los niños menores de 5 años tienen para entender lo que es ahogarse y el peligro que una piscina representa para ellos. Afirmo que el ahogamiento es la causa principal de lesiones inintencionadas y muertes; California tiene la tasa más alta en estas estadísticas a nivel nacional. Se enfatizó una piscina o spa es 14 veces más peligroso que un auto, así como también produce más fatalidades en los niños menores de 5 años. La mayoría de estos accidentes tienen como factor común el haber visto a los menores cerca del área de la piscina. Ahogarse es extremadamente peligroso, porque es un suceso silencioso. Generalmente no existen sonidos o salpicaduras asociadas con el ahogamiento; los padres o cualquier adulto deben estar atentos y ser proactivos para prevenir esta tragedia. Erica proporcionó 3 pasos para promover la seguridad, protección y preparación alrededor de la piscina. Protección incorpora vallas físicas de protección, por ejemplo, instalar alarmas en las puertas o ventanas, cercas alrededor de la piscina, puerta con cierre automático, etc. También es muy importante despejar todos los juguetes del área alrededor de la piscina, ya que estos pueden atraer la atención de los niños y si se acercan demasiado para tomar el juguete, pueden correr el riesgo de caer. La supervisión es el segundo paso de acción, los adultos deben establecer y comunicarse responsablemente sobre la supervisión de los menores en cualquier situación. Se debe asignar un adulto para vigilar el agua (alrededor de la piscina), quien siempre este vigilando. Esto es de suma importancia durante las reuniones, ya que las personas se ocupan de socializar entre otras cosas. Además, los padres no deben confiarse en las lecciones de natación o flotadores para proteger a los niños. A veces, estos componentes les dan a los padres y menores un falso sentido de confianza. El paso final es la preparación, lo que debe hacer y tener a la mano para prepararse “en caso” de que algo suceda. Cerca del área de la piscina, debe tener equipo real de rescate, no sólo juguetes, también deben tener los números de emergencia, Es también importante enseñarle a otras personas cómo usar el equipo de rescate y enseñarles a los menores como llamar al 9-1-1. Erica enfatizó la importancia de que los menores sepan su dirección. Una manera fácil de enseñarles es igual que cuando se les enseña su nombre y apellido, la dirección tiene la misma importancia. El “nombre” es el número y la calle es el “apellido”.

Erica también habló sobre la preparación general para emergencias con un enfoque en los incendios domésticos, ya que este es un “ambiente controlado” con variantes que pueden incorporarse para prepararse y prevenirlos. Agregó que las probabilidades de supervivencia para usted y su familia dependen de tener un detector de humo en función, así como una estrategia de escape una vez que suena el detector. La supervivencia es tan necesaria para la familia como para el propio departamento de bomberos. Es necesario establecer un plan de desastre y cada miembro de la familia debe conocer las dos salidas establecidas y su ubicación ya sea una puerta o ventana. Ya que las salidas han sido identificadas, todos deben saber qué hacer si una de estas áreas está bloqueada

con las llamas del fuego. También es importante designar un lugar para reunirse; todos deben tener esta informacion una vez que hayan evacuado. También, deben contar con un contacto de emergencia para llamarle e informar cuando se encuentran fuera del área afectada; estas personas designadas pueden acompañar o recoger a los menores para brindar el apoyo necesario. Contar con un plan de evacuación es el primer paso, también hay que practicarlo. Erica exhorto a los miembros a revisar sus detectores contra humo y familiarizar a los niños con el sonido. Se debe dar una explicación apropiada a la edad de cada menor, explicarles el significado de la alarma y lo que deben hacer si la escuchan.

También es importante contar con un botiquín de emergencia; lo ideal sería tener uno en el auto y otro en el hogar. Erica compartió una lista de algunos artículos básicos como agua, comida, un juego de llaves extra, muda de ropa. Etc. Los artículos deber ser suficientes para que duren hasta 3 días. También es importante involucrar a los menores y hablarles sobre este proceso. Cuando vaya de compras puede elegir productos no perecederos, además recuerde añadir el peluche y juguete favorito. Erica exhortó a los presentes a inscribirse en ReadyKern. Esta es una red de comunicación de emergencias que envía notificaciones para alertar a los residentes sobre las actividades importantes como evacuaciones, cortes de energía y más.

5. <u>Agenda de aprobación</u> ***ACCIÓN**

La agenda de aprobación consta con elementos que se consideran rutinarios y no controversiales. Estos elementos se aprueban con una sola propuesta, a menos de que un miembro del concilio o el público solicite la eliminación de un elemento en particular. Si es solicitado un comentario o aclaración, el elemento se eliminará de la agenda de aprobación y se discutirá en el orden indicado.

a. Resumen de la junta del concilio de póliza – 25 de mayo, 2021 (inglés/español)
b. Resumen de la junta del comité de estatutos – 11 de mayo, 2021 (inglés/español)
c. Resumen de la junta del comité de presupuestos y finanzas – 18 de mayo, 2021
d. Resumen de la junta del comité de planeación – 1 de junio, 2021 (inglés/español)
e. Presupuesto de Head Start vs Gastos Actuales 1 de marzo hasta el 31 de mayo,2021
f. Presupuesto de Early Head Start Kern vs Gastos Actuales 1 de marzo hasta el 31 de mayo,2021
g. Presupuesto de Early Head Start de San Joaquín Budget vs. Gastos Actuales, 1de febrero, hasta el 31de mayo, 2021
h. Presupuesto de la asociacion de cuidado infantil Early Head Start vs. Gastos Actuales, 1 de marzo, 2021, hasta el 31 de mayo, 2021
i. Viajes locales para padres y cuidado infantil hasta el 31de mayo, 2021
j. Fondos de actividades para padres hasta el 31 de mayo, 2021
k. Reporte de donaciones internas y fondos no federales de Head Start y Early Head Start de Kern desde el 1 de marzo hasta el 31 de mayo, 2021
l. Reporte de donaciones internas y fondos no federales de Early Head Start de San Joaquín, desde el 1 de febrero hasta el 31 de mayo, 2021
m. Aviso de adjudicación 09CH11406-02-02, 1 de febrero, 2021 – 31 de enero, 2022, ajuste de costo de vida (COLA, siglas en inglés) para EHS de San Joaquín
n. Aviso de adjudicación 09CH1113202-01, 1 de marzo, 2021 – 28 de febrero, 2022, ajuste de costo de vida (COLA, siglas en inglés) para HS/EHS de Kern
o. Aviso de adjudicación 09HE000432-01, 1 de abril, 2021 – 31de marzo, 2023, Plan de rescate americano subvención (COVID) para CAPK
p. Reporte (PRE), evaluación y revisión del programa Head Start – Mayo
q. Momentos de enseñanza: Cómo ayudarle a su hijo a administrar su tiempo y entender las expectativas
r. Clínica de vacunación móvil – junio 2021 (inglés/español)
s. Música y movimiento de verano con Pinky Jackalope – Asociacion Nacional de Head Start
t. Películas en el parque – Condado de Kern
u. Anécdotas y cuentos – Sistema de bibliotecas públicas del condado de San Joaquín
v. Agotamiento por calor o insolación – Servicio nacional meteorológico
w. El ahogamiento es silencioso – Fundación de prevención de ahogamientos (inglés/español)

x. Tenga un verano seguro – Departamento de agricultura de Estados Unidos (inglés/español)
y. Prepárese para asar con seguridad – Centros para el control y prevención de enfermedades(inglés/español)
z. Horario de juntas del subcomité de preparación escolar
aa. Horario de juntas del subcomité de planeación
bb. Horario de juntas del subcomité de presupuestos y finanzas
cc. Horario de juntas del subcomité de estatutos
dd. Horario de juntas del concilio de póliza

Nila Hogan presentó una propuesta para la aprobación de los componentes desde la (a) hasta la (dd); esta fue secundada por Brittany Dunbar. Propuesta aprobada por unanimidad.

6. <u>Nuevos Avisos</u> *** ACCIÓN**

a. **Elección de nuevos miembros del concilio de póliza para subcomités**
El nuevo miembro, Samantha Collins, expresó su deseo de formar parte del subcomité de planeación del concilio de póliza. Nicole Cabe presentó la propuesta, esta fue secundada por Nila Hogan. Propuesta aprobada por unanimidad.

b. **Objetivos de preparación escolar 2021-2022 – Carolyn Coffey, administradora de servicios de educación y apoyo**
Carolyn presentó al concilio los objetivos de preparación escolar 2021-2022. Se presentó una descripción general de cada una de las 6 áreas de estudio y sus respetivos objetivos para ambos programas Head Start y Early Head Start. Carolyn compartió los datos recopilados de las evaluaciones, administradas a los alumnos para la creación de estos objetivos. Agradeció a los participantes que asistieron con la revisión y colaboración de los objetivos de preparación escolar que se realizó temprano en el mismo día. Carolyn agregó que la información que se proporcionó fue valiosa y se agregó al documento. Los resultados de las evaluaciones de los alumnos son la base para la toma de decisiones sobre prácticas de enseñanza y la capacitación de los maestros durante el año escolar. Carolyn compartió el enfoque integral de aprendizaje y las ocho fases de desarrollo de los objetivos de preparación escolar. Dijo que estos datos se reúnen de todos los programas, para asegurar la creación de objetivos que ayuden a cada niño en su nivel de desarrollo. Se proporcionaron un sinnúmero de enlaces a los miembros para que ellos obtengan informacion sobre la participación de los padres, la familia y la comunidad con relación a la preparación escolar; así como los resultados de aprendizaje temprano de Head Start y mucha más informacion. Se revisó el documento completo con los miembros, proporcionándoles la oportunidad de realizar preguntas, sin embargo, no se presentó ninguna. El personal recomienda la aprobación del concilio para los Objetivos de preparación escolar 2021-2022. Nicole Cabe presentó una propuesta de aprobación, esta fue secundada por Laura Gonzales. Propuesta aprobada por unanimidad.

7. <u>Informes permanentes</u>

a. **Programa de gobernanza – Lisa Gonzales, coordinadora del programa de gobernanza**
Lisa agradeció a los miembros por su compromiso, tiempo y asistencia. Hablo sobre la diversidad de folletos que se incluyeron en el paquete del concilio de póliza, destacando un volante informativo que proporciona información sobre la seguridad en las piscinas de la que se habló anteriormente. Exhortó a los miembros a leerlo y diseminar antedicha información. También se discutieron algunos puntos informativos en referencia a los síntomas del agotamiento por calor y la insolación. Lisa les recordó a los presentes la importancia de mantenerse hidratados, utilizar ropa holgada de colores claros, y de ser posible limitar actividades al aire libre durante las horas pico. Recordó a los padres nunca dejar a los menores solos dentro de los automóviles, ni siquiera por “un minuto” presentando ejemplos de cómo la temperatura dentro de un automóvil puede subir en un corto periodo de tiempo. Lisa agregó información pertinente durante los próximos meses de verano, especialmente durante el 4 de julio. Los temas incluyeron los asados en la parrilla, seguridad alimenticia, así como compartir la seguridad sobre los fuegos artificiales, añadió que una bengala puede quemar a una temperatura de 2000 grados Fahrenheit, esto equivale a la temperatura de un soplete. Lisa informó que la última reunión virtual para padres (hasta el inicio del próximo año escolar) se llevará a cabo a

fines de semana. Esta reunión proporcionara informacion fija sobre temas como inscripción, asistencia diaria, donaciones internas, así como los últimos cambios del programa. Lisa expresó que a este punto se desconoce la plataforma que se continuará utilizando para juntas futuras, ya sea de manera virtual, en persona o una combinación de ambas. Por lo pronto, se informa que el condado de San Joaquín reanudará sus reuniones en el mes de agosto y el condado de Kern en septiembre. Lisa le dió la bienvenida a Samantha Collins al concilio de póliza, enfatizando lo maravilloso que es contar con representación de la asociacion de cuidado infantil de EHS en el concilio.

b. **Reporte del representante comunitario – Nicole Cabe, madre anterior; Nila Hogan, representante comunitario**
Nicole informó sobre los esfuerzos de recaudación de fondos, entre los cuales se destacó una divertida carrera y otras actividades. Nila informó que se repartirá un paquete sobre seguridad en las piscinas entre los miembros, dentro de este paquete se incluyen temas como seguridad en la piscina, jacuzzi entre otros temas. Nila agregó que es excelente información para tenerla a la mano y poder compartirla con otras personas.

c. **Reporte de Early Head Start de San Joaquín – Rosalinda Valencia**
Rosalinda informó que el programa de San Joaquín está trabajando el cerrar el ciclo 2020-2021, el cual finaliza el 30 de junio del presente año. El personal se encuentra en proceso de revisión sobre el reporte de información del programa (PIR, siglas en inglés), también se están reuniendo con las familias para completar la documentación pertinente de fin de año e iniciar con los preparativos de archivos para el siguiente ciclo escolar. Se realizará un evento previo al inicio de servicios para el personal docente, programado del 28 al 30 de junio, 2021. Informó que, en la última reunión de padres muy importantes realizada en mayo, contaron con la asistencia de 16 personas; añadió que la próxima reunión virtual se realizará el próximo 24 de junio del presente año. Durante dicha reunión, se proporcionará información sobre el modelo pirámide de las series de mochila, así como una presentación de PowerPoint sobre el tema de la participación de los padres y las familias. El boletín informativo Smore de junio se ha compartido con las familias y hasta el momento ha recibido 198 visitas. Rosalinda agregó que la inscripción en la guardería es de 128 alumnos y para los servicios a domicilio cuentan ya con 87 inscripciones en total, esto suma un total de 215 alumnos inscritos en el programa.

d. **Asociación de Early Head Star – Nicole Callahan, coordinadora de la asociación de cuidado infantil EHS**
Nicole informó a los miembros que se hizo una presentación sobre la asociacion de cuidado infantil EHS durante las juntas mensuales de las colaborativas de Shafter y Buttonwillow. Agregó que, a principios de julio, el colegio de Bakersfield solicitó la licencia para expandir la opción de infantes. Esto le permitiría al programa inscribir a los niños desde los 18 meses de edad el pasado el programa limitaba la entrada a los 2 años. Los intercesores de los padres estarán presentando la capacitación financiera “Su dinero, sus metas” esta proporciona empoderamiento económico para las familias, se enfoca en temas como ahorros, administración de deudas, establecimiento de crédito y mucho más. Esta capacitación se llevará a cabo por medio de la aplicación de Zoom y se llevará a cabo en ambos idiomas inglés y español. Los intercesores de la familia reportan que han apoyado a estas con más de 330 recursos y 53 familias se han inscrito en ReadyRosie.

e. **Reporte de la junta directiva – Jimmie Childress, miembro de la junta directiva** de **CAPK**
Nada que reportar.

f. **Reporte de la directora de HS, Desarrollo infantil estatal – Yolanda Gonzales, directora de HS/Desarrollo Infantil Estatal**
Yolanda agradeció a los miembros del concilio de póliza y así como su compromiso con el mismo. Reiteró la importancia de seguir los protocolos de seguridad debido a las altas temperaturas que estamos experimentando, así como la seguridad en los juegos acuáticos. Yolanda enfatizó que la importancia de estar preparado con un botiquín de emergencias, así como también una lista. Animó a todos a ser más conscientes de estas cosas y aprovechar toda la informacion y los recursos compartidos durante la reunión para garantizar la seguridad de los menores, así como de nosotros mismo. Yolanda presentó los últimos informes sobre el programa de verano, señalando que ha funcionado exitosamente. Agregó que hasta el momento se han inscrito a 171 alumnos y se continúan los esfuerzos de inscripción porque contamos con algunos espacios adicionales. Añadió que se

continúan inscribiendo a los alumnos para el programa regular. El personal continúa preparándose para las próximas capacitaciones en ambos condados, Kern y San Joaquín. Yolanda enfatizó que a medida que continuamos en dirección a la "normalidad", los padres continúan siendo informada sobre las últimas novedades de este proceso. Yolanda agregó que se está diseñando un plan de transición, tanto ella como sus colaboradores esperan que, en agosto, podamos regresar a la "normalidad" y poder continuar prestando servicios al número de alumnos que se nos requiere. Ella continuó exhortando a los presentes a mantenerse seguros durante estos cambios y las nuevas normas con respecto a COVID. Les pidió asistir a la reunión de padres que se realizará este próximo jueves por medio de la aplicación de Zoom, agregando que se proporciona una amplia cantidad de información en la misma. Nuevamente se les agradeció a los miembros por su tiempo, compromiso y al concilio de póliza.

8. <u>Concilio de póliza – Andrea Martínez, presidenta del concilio de póliza</u>

Andrea compartió información sobre las temperaturas peligrosamente altas que hemos estado experimentando hace poco, especialmente para aquellos que tienen un sistema de aire acondicionado inadecuado en casa. Ella les recordó a los asistentes que utilicen la línea 2-1-1 y agregó que muchas personas reúnen los requisitos para climatizar su hogar que pueden incluir el mejoramiento del sistema de aire acondicionado. Exhortó a los miembros a compartir esta informacion con otras personas que pueden beneficiarse, pero desconocen este servicio. Andrea habló sobre el programa de año completo, destacando que algunos de estas guarderías permanecerán en función durante este verano. Agradeció a todo el personal docente por continuar trabajando durante el verano. Pidió un reconocimiento para el personal y que se otorguen muestras de aprecio ya que son personas que se preocupan por la instrucción de nuestros bellos niños. Añadió que es de suma importancia mantenerse comunicado con los maestros y el personal docente. Enfatizó que los padres son los principales intercesores de sus hijos, y es su responsabilidad y derecho el cuestionar. Prosiguió diciendo que puede ser fácil inscribir y dejar a los niños en la guardería para que todo funcione con seguridad y sin problemas, pero también es importante saber que está sucediendo en el aula. Hablar sobre el progreso del estudiante es importante, así como todos los retos y desafíos y preocupaciones a los que se enfrentan los padres. Andrea reiteró la importancia de informarse sobre el contenido de manual para padres de Head Start, ya que contiene excelente informacion. Enfatizó la importancia de involucrarse en el proceso escolar. Reconoció que los padres están muy ocupados, sin embargo, todos deben hacer su mejor esfuerzo por sus niños. Andrea añadió que había tenido una conversación con el programa Head Start de CAPK, quienes se mantuvieron "abiertos por lo general" durante la pandemia y les felicitó por ser un programa exitoso y haber tomado todas las medidas preventivas necesarias para evitar contagios dentro de las guarderías. Dijo que, aunque la cancelación de clases había sido difícil pero necesaria para mantener a la comunidad sana, añadió que bore todos ha sido una reseña de éxitos. Andrea recordó a los presentes que no habrá junta durante el mes de julio; ella espera volver a ver a todos en agosto. Agregó que mientras se prosigan reuniendo virtualmente, ella espera que los miembros se presten a utilizar la cámara de su aparato electrónico para que todos puedan verse entre sí.

9. <u>Comentarios de los miembros del concilio de póliza</u>

Ningún miembro aportó comentarios

10. <u>Próxima junta programada</u>

La próxima junta se llevará a cabo el martes, 24 de agosto, 2021 a las 5:30 p.m.

11. <u>Conclusión</u>

La presidenta, Andrea Martínez concluyo la junta a las 6:37 p.m.

Community Action Partnership of Kern
Head Start / State Child Development
Policy Council School Readiness Committee
Meeting Minutes
June 10, 2021
(213) 204-2374 Meeting ID: 391 121 264#

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

2. **Call to Order**
   a. Meeting was called to order at 5:47 PM by Carolyn Coffey.

3. **Roll Call and establish Quorum (half plus one)**
   a. Quorum was not established.
   b. PC Members present: Laura Gonzales, Teresa Fajardo
   c. PC Members not present: Brittany Dunbar, Rosalinda Valencia, Agueda Hernandez

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

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

6. **Introduction of Guests**
   Guest in attendance tonight was Cynthia Rodriguez.

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-** Maria Guadian, Family Engagement and Inclusion Manager

   a. Preparing families for Kindergarten through Inclusion- Maria discussed how the area of Inclusion is related to school readiness by explaining the requirements that the Inclusion service area oversees such as the Ages and Stages Questionnaire-3 for all children enrolled to help identify if children are on schedule or need further support. She explained that referrals due to identified needs are sent out to the Local Education Agency for further information. For children with an Individualized Family Services Plan (IFSP) or Individualized Education Plan (IEP), support is provided to the child, parent, and staff to ensure their needs are met. Maria explained the Inclusion services that support children and families as they transition from one program to another. She discussed the Goal Setting and Observation Sheet created by the Inclusion Specialist to support the Individualized Family Services Plan (IFSP) or Individualized Education Plan (IEP). Maria emphasized the importance of providing information and resources to families on how to advocate for their child when they transition into kindergarten.

   b. Preparing families for Kindergarten through Family Engagement- Maria discussed how the area of Family Engagement is related to School Readiness. Maria explained to

the committee how Head Start empowers families to be lifelong educators and advocates. Head Start promotes positive relationships and partners with families to create a family agreement. Head Start encourages and teaches parents the importance of attendance and having a routine at home for children to be successful in school. She explained the ReadyRosie parenting curriculum which supports parents with skills and provides parents with knowledge. Parents who are registered continue to have access even when they leave the program. She invited parents to view the Weekly ReadyRosie Summer Soar Smores that are filled with videos, activities, and tips for parents to try at home with their children to support Kindergarten Readiness. She mentioned that when parents are advocates children experience greater opportunities at home and school. She stressed the importance of parents to be advocates as these experiences will prepare them to exhibit the same roles when their children are in kindergarten through upper education.

9. **Communications**
   None

10. **Announcements**
    None

11. **Adjournment**
    Meeting was adjourned at 6:24 PM by Carolyn Coffey.

Maria Guadian, Family Engagement and Inclusion Manager
Completed6/11/2021

Asociacion de Acción Comunitaria de Kern
Head Start / Desarrollo Infantil Estatal
Comité de Preparación escolar del concilio de póliza
Reseña de la junta
10 de junio, 2021
(213) 204-2374 Meeting Número de identificación: 391 121 264#

1. **Bienvenida**
   Se dió la bienvenida a la reunión.

2. **Convocación de reunión**
   a. Carolyn Coffey convocó oficialmente a la reunión a las 5:47 p.m.

3. **Pase de lista establecimiento de cuórum (la mitad más uno)**
   a. No se pudo establecer cuórum.
   b. Miembros presentes: Laura Gonzales, Teresa Fajardo
   c. Miembros ausentes: Brittany Dunbar, Rosalinda Valencia, Águeda Hernández

4. **Aprobación de agenda**
   No se pudo aprobar la agenda debido a la falta de cuórum

5. **Aprobación de minutos**
   No se pudo aprobar los minutos debido a la falta de cuórum.

6. **Presentación de invitados**
   Cynthia Rodriguez, fue la invitada presente esta noche

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

8. **Presentación/ discusión de temas-** Maria Guadian, gerente de incorporación y participación familiar
   a. Preparando familias para el jardín de niños por medio de la incorporación-
   Maria analizó como el área de incorporación se relaciona con la preparación escolar, explicó los requisitos que el área de incorporación supervisa, un ejemplo es el cuestionario de edades y etapas 3; el cual se aplica a todos los alumnos inscritos, este ayuda a identificar el nivel de preparación de cada uno, si están en la etapa de acuerdo con su edad o necesitan mayor apoyo. Explicó que los resultados de dichas evaluaciones se envían a la agencia de educación local para obtener más información. A los alumnos que cuentan con un plan de servicios para la familia (IFSP, siglas en inglés) o un plan de educación individualizado (IEP, siglas en inglés) se les ofrece mayor apoyo tanto a los padres, alumnos y personal con el fin de satisfacer las necesidades del alumno. Maria añadió que el programa de incorporación asiste tanto a familias como alumnos en la transición de un programa a otro. Agregó que la forma de observación y establecimiento de objetivos fue creada por uno de los especialistas del programa para apoyar a ambos el IFSP o el IEP. Maria hizo énfasis en la importancia de proporcionar más información y recursos a las familias, para que se conviertan en intercesores de sus hijos cuando se transfieran al jardín de niños

b. Preparando familias para el jardín de niños por medio de la participación familiar – Maria explicó como el área de participación familiar prepara a las familias para el jardín de niños, así como su relación con la preparación escolar. Maria explicó al comité como Head Start empodera a las familias a ser intercesores y educadores de por vida. Head Start promueve relaciones positivas y se asocia con las familias para crear acuerdo con éstas. Head Start exhorta y educa a los padres la importancia de la asistencia y las rutinas en casa, para apoyar el éxito escolar de los alumnos. Agregó que el plan de estudios para padres ReadyRosie, les proporciona habilidades y conocimientos. Todos los padres que se inscriben continúan teniendo acceso a este servicio, aun cuando los niños salen del programa. Invitó a los padres a leer los boletines semanales de ReadyRosie de verano, los cuales están llenos de videos, actividades y consejos para que los padres utilicen en casa para apoyar la preparación a la transición del jardín de niños. Enfatizó que cuando los padres fungen como intercesores de sus hijos, estos experimentan mayores oportunidades tanto en el hogar como en la escuela. Maria hizo hincapié sobre la importancia de que los padres intercedan por sus hijos, ya que estas experiencias los prepararán para fungir la misma función desde el jardín de niños hasta la educación superior.

9. <u>Comunicaciones</u>
Ninguna

10. <u>Anuncios</u>
Ninguno

11. <u>Conclusión</u>
Carolyn Coffey concluyó la reunión a las 6:24 p.m.

Maria Guadian, gerente de incorporación y participación familiar
Fecha: 6/11/2021

Community Action Partnership of Kern
Head Start / State Child Development
Policy Council Budget & Finance Committee
Meeting Minutes
June 15, 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 agenda dated June 15, 2021; second by Ashley McAllister. Motion carried unanimously.

5. **Approval of Minutes**
   Motion was made by Teresa Fajardo to approve the minutes dated May 18, 2021; second by Ashley McAllister. Motion carried unanimously.

6. **Introduction of Guests**
   Guests in attendance were Lisa Gonzales, Program Governance Coordinator, Traco Matthews, Chief Program Officer 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, EHS San Joaquin and EHS Partnership budget for budget period ending May 31, 2021. Explanation given regarding budget details and expectations to carryover the funds to the new budget periods with identified projects, including the COVID CARES funding. The COVID CARES funding is fully expended for EHS Kern and EHS San Joaquin with explanation that the additional COVID related expenditures will be applied to the American Rescue Funding award listed and reviewed in greater detail with the communication items. 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.

9. **Communications** - Heather McCarley, Finance Manager
   Reviewed NOA 09CH011406-02-02 Amendment 2 awarding the EHS San Joaquin and NOA 09CH01113203-01 Amendment 1 COLA at 1.22% that will be extended to the staff for all programs. NOA 09HE000432-01 and Amendment 1 for budget period 4.1.21 to 3.31.23

American Rescue Plan (COVID) funding was reviewed to cover COVID related expenditures and is available for all HS/ EHS grants. Layout and details of the NOA was discussed with committee members to provide understanding in the award details being reviewed.

10. Announcements

Reminder of the Policy Council meeting on 6/22/21and that packet information will be provided prior to the meeting.

11. Adjournment

Meeting was adjourned at 5:48 p.m.

Completed by: Heather McCarley
Date: 6/15/21

Asociación de Acción Comunitaria de Kern
Head Start / Desarrollo Infantil Estatal
Concilio de Póliza Comité de Presupuestos y Finanzas
Reseña de la junta
15 de junio, 2021
(213) 204-2374 Meeting ID: 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 15 de junio, 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 18, de mayo 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 Traco Matthews, director de programas 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 mayo, 2021. Se explicaron los detalles de los presupuestos, así como las expectativas de las transferencias de fondos para los nuevos presupuestos fiscales, incluyendo los proyectos ya identificados en dentro del financiamiento proveniente del acta COVID CARES. Estos fondos están distribuidos en su totalidad para los programas de Early Head Start de Kern y San Joaquín, añadiendo una explicación de los gastos adicionales relacionados a COVID, éstos se aplicarán a los fondos del plan de rescate americano, el cual se explica y revisa a detalle en los componentes de comunicación. La informacion de fondos de actividades para padres así como los fondos de viajes para los mismos también se

compartió con los miembros. Se señaló que estos últimos no han tenido mucho uso, debido a la pandemia.

9. **Comunicaciones** - Heather McCarley, gerente de finanzas
   Se revisaron las enmiendas a los siguientes avisos 09CH011406-02-02 enmienda 2, la cual otorga al programa de Early Head Start de San Joaquín con el aviso 09CH01113203-01 enmienda 1 un aumento por de costo de vida (COLA, siglas en inglés) de 1.2%, el cual se distribuirá a todo el personal de todos los programas. Se revisaron el aviso 09HE000432-01 y la enmienda 1para el año fiscal que abarca del 1 de abril, 2021 al 31 de marzo, 2023; financiamiento del plan de recate americano (COVID) para cubrir los gastos relacionados a COVID y están disponibles para todas las subvenciones de Head Start y Early Head Start. Se discutieron los detalles y el croquis del aviso con los miembros del comité para proporcionar mejor percepción de los detalles de la adjudicación que se revisó.

10. **Anuncios**
    Recordatorio de la junta del concilio de póliza programado para el 22 de junio, 2021 se añadió que el paquete informativo se proporcionará antes del inicio de la junta.

11. **Conclusión**
    La sesión concluyó a las 5:48 p.m.

Realizado por: Heather McCarley
Fecha: 6/15/21

Community Action Partnership of Kern
Head Start / State Child Development
Policy Council Planning Committee
Meeting Minutes
August 3, 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 Nila Hogan.

3. **Roll Call and establish Quorum (half plus one)**
   - **a.** Quorum was established.
   - **b.** **PC Members present:** Nila Hogan, and Paola Sanchez, Brittany Dunbar, and Samantha Collins
   - **c.** **PC members absent:** Laura Gonzales, Nicole Cabe.

4. **Approval of Agenda**
   - **a.** Motion to approve the agenda dated August 3, 2021, was made by Paola Sanchez; Samantha Collins seconded. Motion carried unanimously.

5. **Approval of Minutes**
   - **a.** Motion to approve the minutes dated June 1, 2021, was made by Paola Sanchez; Samantha Collins seconded. Motion carried.

6. **Introduction of Guests**
   Guests in attendance tonight were, Jerry Meade, Assistant Director, Robert Espinosa, PDM Administrator, Sylvia Ortega, Quality Assurance Administrator, Vanessa Cortez, Administrative Analyst, 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 Division/Program Monthly Activity Report– Informational Item. The Enrollment Report was shared for July 2021. Head Start Kern reported 45% enrollment; Early Head Start of San Joaquin reported 61% enrollment during this reporting period; Early Head Start Kern and Early Head Start Partnership reported 65% and 43% respectively for the same month.

     Vanessa informed members that 1 % of children enrolled in Head Start Kern had an IFSP/IEP in July. Early Head Start Kern reported 6 %; Early Head Start Partnership reported 3%; San Joaquin was above the expected enrollment with a 16% IFSP/IEP enrollment 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 98 vacant positions for the month of July 2021; Human Resources is working to fill these vacancies. The Family Medical Leave noted there are 10 employees on continuous leave and 100 on intermittent leave.

The highlights section reports during the month of July there was no onboarding due to the center selections process by staff (aka: bumping).

The compliance section states ongoing desktop monitoring of files continues along with on-site monitoring being scheduled as we begin our new program year.

Vanessa presented the Child and Adult Care Food Program (CACFP) report. There was a total of 44,299 meals delivered with 54,043 prepared by Central Kitchen for the month of July 2021.

b. Head Start and Early Head Start Budget Revision and Equipment Purchase – Informational Item. Last month we had an opportunity to present a Budget Revision and Equipment purchase to the Executive Committee as an action item; the Executive Committee approved the request. The committee was informed the Central Kitchen needed to replace a walk-in freezer. The freezer is 19 years old and no longer able to maintain the desired temperature. From the bids received, a proposal for $47,752 was selected and it has been submitted to the Office of Head Start for approval. Once the approval is received staff will complete the appropriate procurement process.

9. Communications

None

10. Announcements

None

11. Adjournment

Meeting was adjourned at 6:04 p.m. The next meeting will take place on September 7, 2021.

MEMORANDUM

To: Budget and Finance Committee of the Policy Council

From: Heather McCarley, Finance Administrator

Date: August 17, 2021

Subject: *Early Head Start - Kern*
Budget to Actual Report for the period ended July 31, 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 third-year budget period is March 1, 2021 through February 28, 2022.

The following are highlights of the Kern Early Head Start Budget to Actual Report for the period of March 1, 2021 through July 31, 2021. Fifth months (41.6%) of the 12-month budget period has elapsed.

Base Funds

Overall expenditures are at 32% 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 39% of the budget.

Carryover Funds

The Carryover projects will be carried forward into the new budget period, as well, but will not be reflected until we are able to submit the for the finalized amounts to carryforward from the 2020-21 budget period.

COVID Cares Funds

The remaining COVID funding will be carried into the current budget period. Of the remaining balance, overall expenditures are at 100% of the budget.

Community Action Partnership of Kern
Head Start - Kern
Budget to Actual Report
Budget Period: March 1, 2021 - February 28, 2022
Report Period: March 1, 2021 - July 31, 2021
Month 5 of 12 (41.6%)

Prepared 8/11/2021

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	10,000,522	3,184,887	6,815,635	32%	68%
FRINGE BENEFITS	2,787,432	1,030,767	1,756,665	37%	63%
TRAVEL	0	0	0		
EQUIPMENT	0	0	0		
SUPPLIES	733,439	196,002	537,437	27%	73%
CONTRACTUAL	148,506	40,826	107,680	27%	73%
CONSTRUCTION	0	0	0		
OTHER	2,748,825	1,309,218	1,439,607	48%	52%
INDIRECT	1,583,809	576,170	1,007,639	36%	64%
TOTAL BASE FUNDING	**18,002,533**	**6,337,869**	**11,664,664**	**35%**	**65%**

TRAINING & TECHNICAL ASSISTANCE

TRAVEL	41,904	3,643	38,261	9%	91%
SUPPLIES	23,986	4,834	19,152	20%	80%
CONTRACTUAL	22,800	23,787	(987)	104%	-4%
OTHER	72,752	21,294	51,458	29%	71%
INDIRECT	16,144	5,356	10,788	33%	67%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**177,586**	**58,913**	**118,673**	**33%**	**67%**

COVID CARES

PERSONNEL		80,843	(80,843)		
FRINGE BENEFITS		52,540	(52,540)		
SUPPLIES	295,335	117,813	177,522		
OTHER	155,558	59,902	95,656		
INDIRECT	46,675	31,024	15,651		
TOTAL COVID CARES	**497,567**	**342,122**	**155,445**	**69%**	**31%**

GRAND TOTAL HS FEDERAL FUNDS	**18,677,686**	**6,768,347**	**11,909,339**	**36%**	**64%**

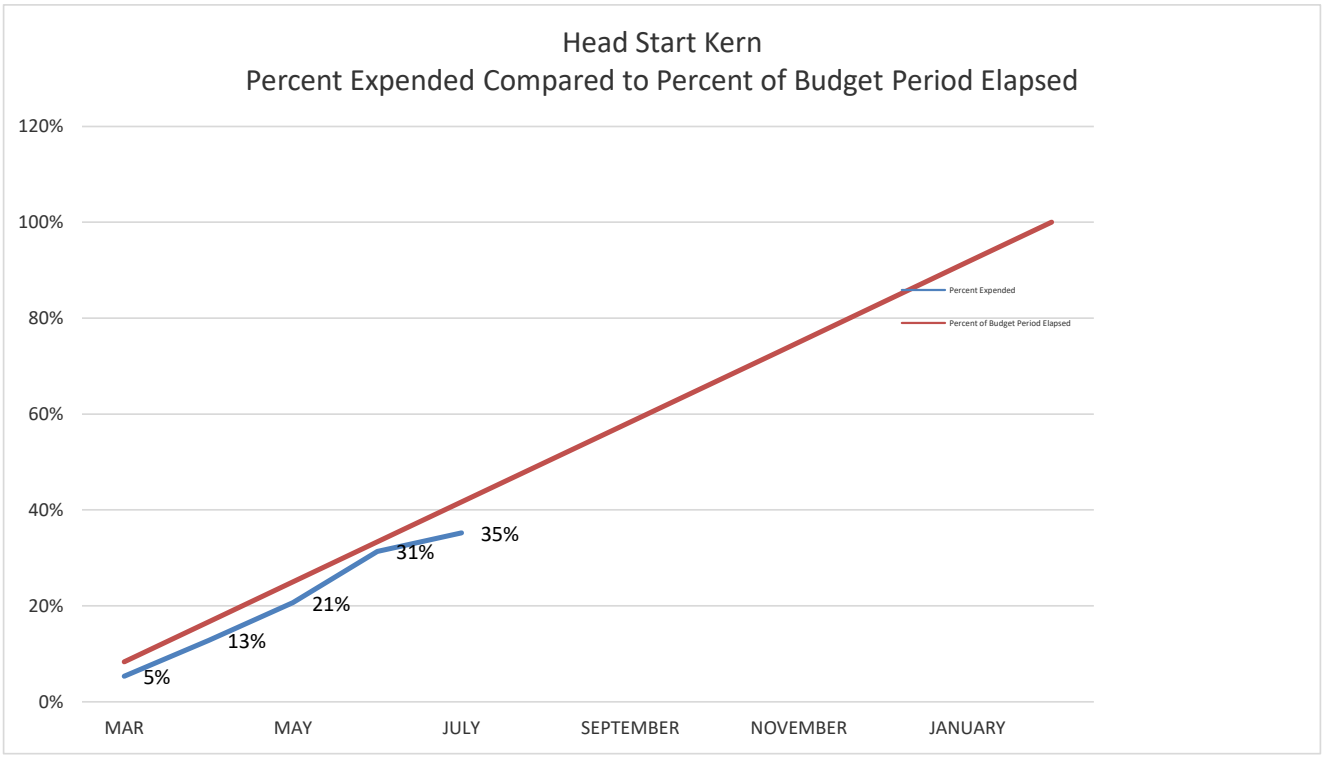
HEAD START and EARLY HEAD START KERN NON-FEDERAL SHARE

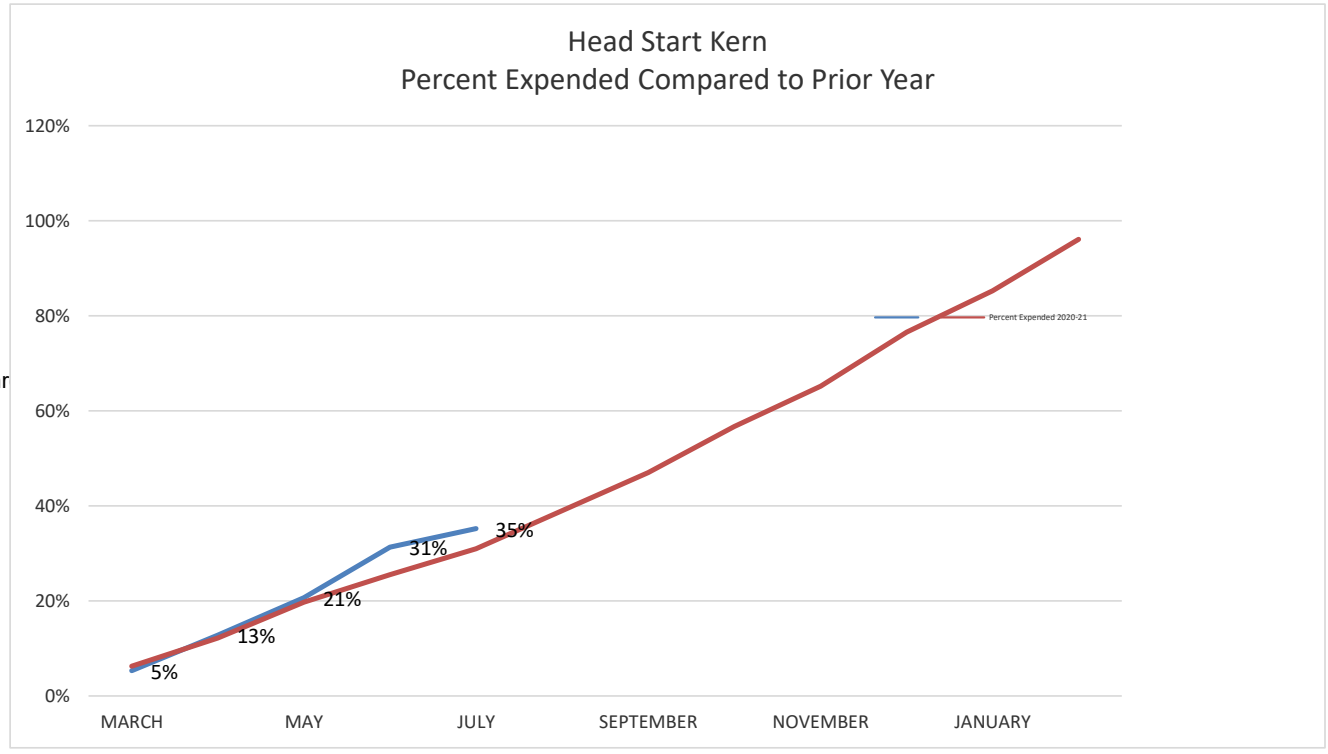
SOURCE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	1,567,638	767,354	800,284	49%	51%
CALIF DEPT OF ED	5,193,619	2,539,924	2,653,695	49%	51%
TOTAL NON-FEDERAL	**6,761,257**	**3,307,278**	**3,453,979**	**49%**	**51%**

Budget reflects Notice of Award #09CH011132-03-01
Actual expenditures include posted expenditures and estimated adjustments through 7/31/2021
Administrative Cost for HS and EHS Kern **7.0%**

Agency-Wide Credit Card Report

	CURRENT	1 TO 30	31 TO 60	61 TO 90	TOTAL	STATEMENT DATE
Wells Fargo	41,559				**41,559**	8/9/2021
Lowe's	2,314.09				**2,314.00**	8/12/2021
Smart & Final	684.26				**684**	8/1/2021
Save Mart	1,329.30				**1,329**	7/7/2021
Chevron & Texaco Business Card	8,495				**8,495**	8/6/2021
Home Depot	9,009				**9,009**	8/5/2021
	63,390	**0**	**0**	**0**	**63,390**	


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
5%
13%
21%
31%
35%
Percent Expended
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
5%
13%
21%
31%
35%
Percent Expended 2020-21

o

MEMORANDUM

To: Budget and Finance Committee

From: Heather McCarley, Finance Administrator

Date: August 18, 2021

Subject: *Head Start - Kern*
Budget to Actual Report for the period ended July 31, 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 third-year budget period is March 1, 2021 through February 28, 2022.

The following are highlights of the Kern Head Start Budget to Actual Report for the period of March 1, 2021 through July 31, 2021. Five months (41.6%) of the 12-month budget period have elapsed.

Base Funds

Overall expenditures are at 35% of the budget, which is slightly greater than expenditures at this point in the prior budget period.

Training & Technical Assistance Funds

Overall expenditures are at 33% of the budget.

Carryover Funds

The Carryover projects will be carried forward into the new budget period, as well, but will not be reflected until we are able to submit the for the finalized amounts to carryforward from the 2020-21 budget period.

COVID Cares Funds

The remaining COVID funding will be carried into the current budget period. Of the remaining balance, overall expenditures are at 69% of the budget.

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

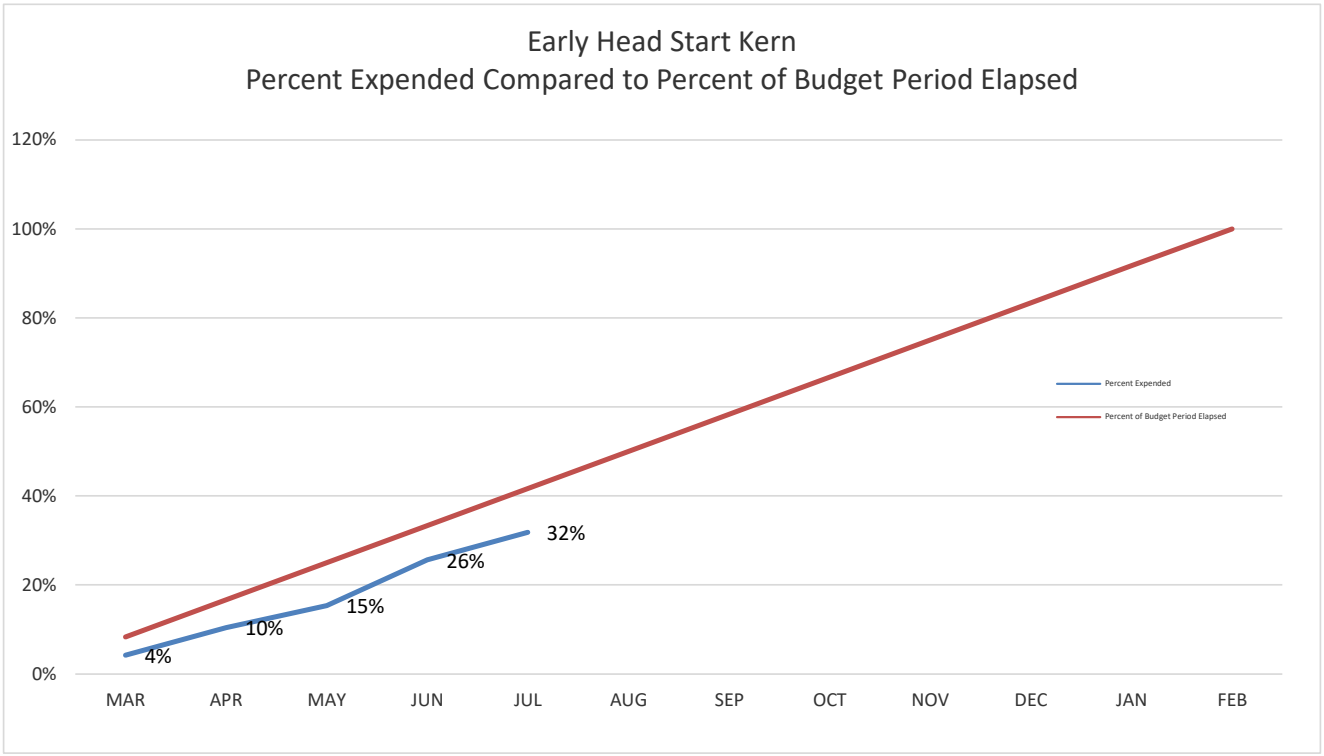
Non-Federal share is at 49% of the budget.

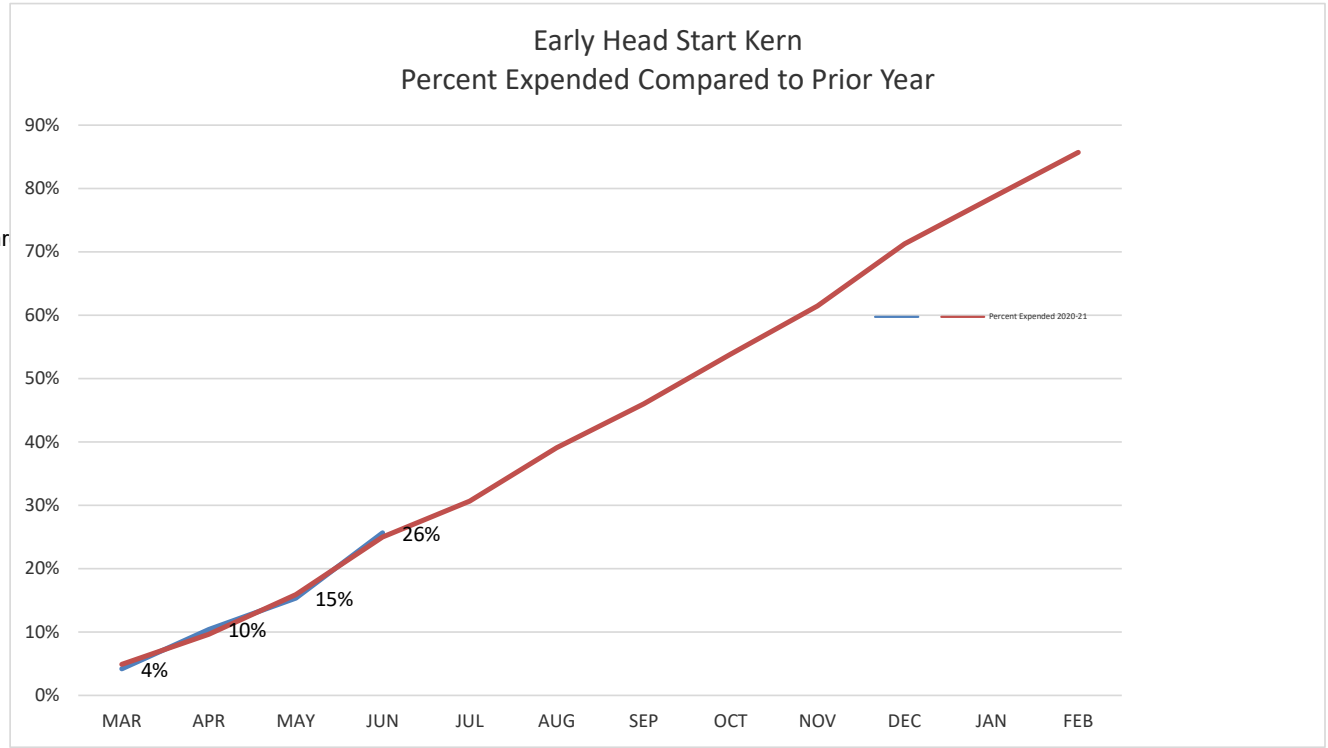
Community Action Partnership of Kern
Early Head Start - Kern
Budget to Actual Report
Budget Period: March 1, 2021 - February 28, 2022
Report Period: March 1, 2021 - July 31, 2021
Month 5 of 12 (41.6%)

Prepared 8/11/2021

BASE FUNDS	**BUDGET**	**ACTUAL**	**REMAINING**	**% SPENT**	**% REMAINING**
PERSONNEL	5,021,133	1,686,444	3,334,689	34%	66%
FRINGE BENEFITS	1,751,175	478,402	1,272,773	27%	73%
TRAVEL	0	0	0		
EQUIPMENT	0	0	0		
SUPPLIES	483,444	118,946	364,498	25%	75%
CONTRACTUAL	36,432	17,033	19,399	47%	53%
CONSTRUCTION	0	0	0		
OTHER	920,158	313,414	606,744	34%	66%
INDIRECT	809,704	258,978	550,726	32%	68%
TOTAL BASE FUNDING	**9,022,046**	**2,873,216**	**6,148,830**	**32%**	**68%**
TRAINING & TECHNICAL ASSISTANCE					
TRAVEL	32,253	1,214	31,039	4%	96%
SUPPLIES	6,807	1,643	5,164	24%	76%
CONTRACTUAL	11,412	47,829	(36,417)	419%	-319%
OTHER	102,788	9,333	93,455	9%	91%
INDIRECT	15,326	6,002	9,324	39%	61%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**168,586**	**66,021**	**102,565**	**39%**	**61%**
COVID CARES					
PERSONNEL		35,102	(35,102)		
FRINGE BENEFITS		28,570	(28,570)		
SUPPLIES	66,921	685	66,236	1%	99%
OTHER	18,194	19,067	(873)	105%	-5%
INDIRECT	9,068	10,758	(1,690)		
TOTAL COVID CARES	**94,182**	**94,182**	**0**	**100%**	**0%**
GRAND TOTAL EHS FEDERAL FUNDS	**9,284,814**	**3,040,792**	**6,244,022**	**33%**	**67%**

Budget reflects Notice of Award #09CH011132-02-03
Actual expenditures include posted expenditures and estimated adjustments through 7/31/2021


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
4%
10%
15%
26%
32%
Percent Expended
Percent of Budget Period Elapsed


Early Head Start Kern
Percent Expended Compared to Prior Year
90%
80%
70%
60%
50%
40%
30%
20%
10%
0%
MAR
APR
MAY
JUN
JUL
AUG
SEP
OCT
NOV
DEC
JAN
FEB
4%
10%
15%
26%
Percent Expended 2020-21

MEMORANDUM

To: Budget and Finance Committee of the Policy Council

From: Heather McCarley, Finance Administrator

Date: August 17, 2021

Subject: *Early Head Start – San Joaquin*
Budget to Actual Report for the period ended July 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, 2021 through June 30, 2021. Six months (50.0%) of the 12-month budget period have elapsed.

Base Funds

Overall expenditures are at 40% of the budget, which is slightly below where we were compared to last year at this time.

Training & Technical Assistance Funds

Overall expenditures are at 53% of the budget. The combined personnel and fringe benefit expenses are at 50% 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 100% of the budget. The remaining COVID expenditures will be applied towards the American Rescue Funding.

Non-Federal Share

Non-Federal share is at 53% of the budget.

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 - July 31, 2021

Month 6 of 12 (50.0%)

Prepared 8/11/2021

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	3,239,569	1,286,373	1,953,196	40%	60%
FRINGE BENEFITS	913,403	356,591	556,812	39%	61%
TRAVEL	0	7,012	(7,012)	0%	0%
EQUIPMENT	45,000	31,192	13,808		
SUPPLIES	130,220	51,247	78,973	39%	61%
CONTRACTUAL	9,500	8,725	775	92%	8%
OTHER	720,292	282,647	437,645	39%	61%
INDIRECT	498,077	191,445	306,632	38%	62%
TOTAL	**5,556,061**	**2,215,232**	**3,340,829**	**40%**	**60%**

TRAINING & TECHNICAL ASSISTANCE FUNDS					
PERSONNEL	49,670	24,690	24,980	50%	50%
FRINGE BENEFITS	21,950	11,146	10,804	51%	49%
TRAVEL	3,260	1,079	2,181	33%	67%
SUPPLIES	6,815	723	6,092	11%	89%
CONTRACTUAL	7,345	8,100	(755)	110%	-10%
OTHER	19,301	11,174	8,127	58%	42%
INDIRECT	10,834	5,670	5,164	52%	48%
TOTAL	**119,175**	**62,582**	**56,593**	**53%**	**47%**

COVID CARES - Carried over from 2020-21					
PERSONNEL		19,203	(19,203)	0%	0%
FRINGE BENEFITS		3,331	(3,331)	0%	0%
SUPPLIES	72,943	42,873	30,070	59%	41%
OTHER	24,314	29,715	(5,401)	122%	-22%
INDIRECT	9,726	11,861	(2,135)	122%	-22%
TOTAL	**106,983**	**106,983**	**0**	**100%**	**0%**

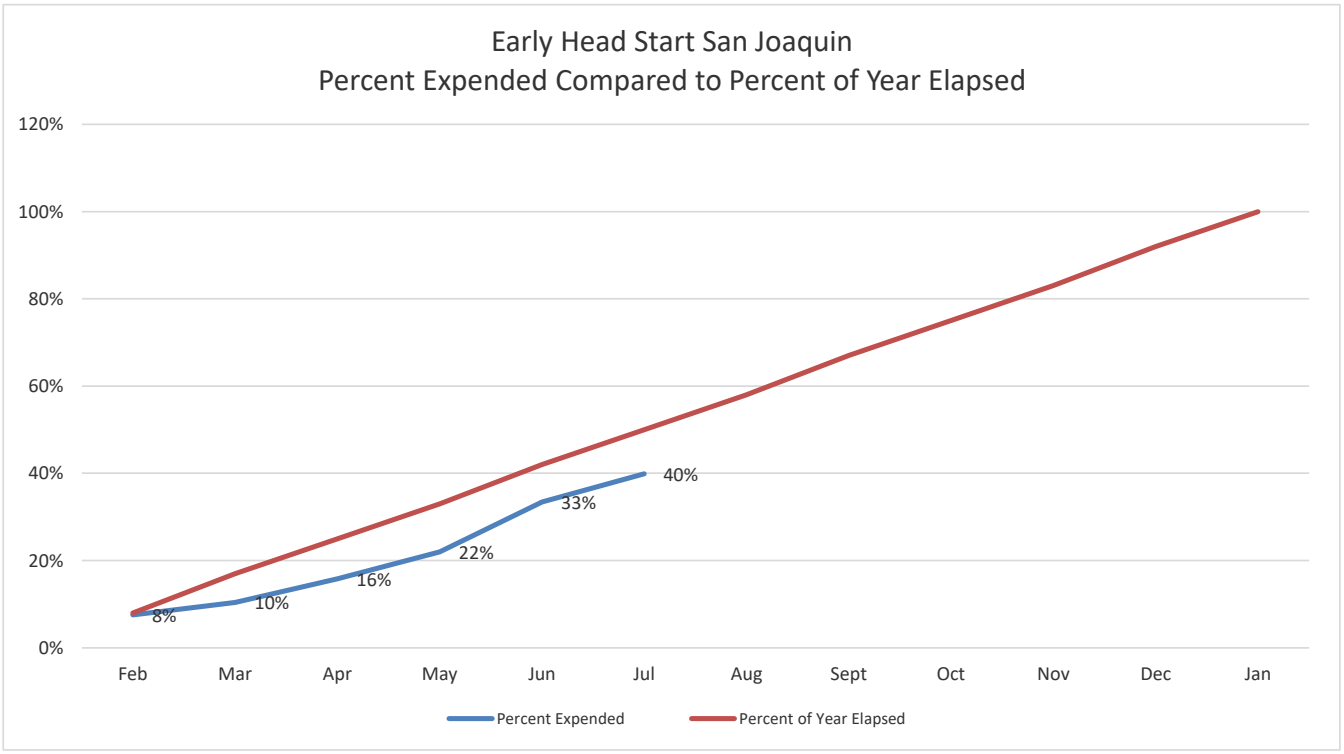
GRAND TOTAL EHS FEDERAL FUNDS	**5,782,219**	**2,384,797**	**3,397,422**	**41%**	**59%**

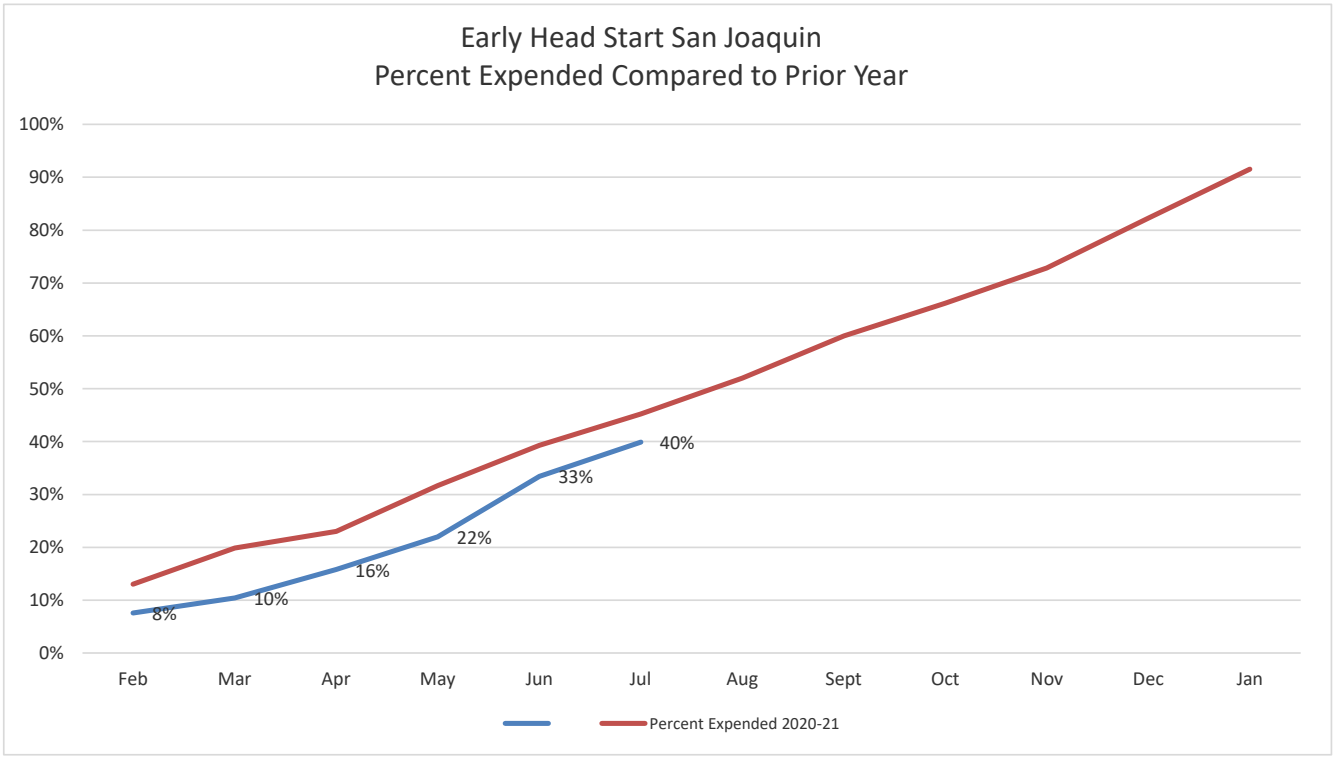
NON-FEDERAL SHARE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	1,402,068	749,691	652,377	53%	47%
TOTAL NON-FEDERAL FUNDS	**1,402,068**	**749,691**	**652,377**	**53%**	**47%**

Centralized Administrative Cost	6.3%
Program Administrative Cost	3.3%
Total Administrative Cost	**9.7%**

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

Actual expenditures include posted expenditures and estimated adjustments through 7/31/2021


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
8%
10%
16%
22%
33%
40%
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%
Feb
Mar
Apr
May
Jun
Jul
Aug
Sept
Oct
Nov
Dec
Jan
8%
10%
16%
22%
33%
40%
Percent Expended 2020-21

MEMORANDUM

To: Budget and Finance Committee of the Policy Council

From: Heather McCarley, Finance Administrator

Date: August 17, 2021

Subject: *Early Head Start Child Care Partnerships*
Budget to Actual Report for the period ended July 31, 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, 2021 through July 31, 2021. Five months (41.67%) of the 12-month budget period have elapsed.

Base Funds

Overall expenditures are at 26% of the budget, which is slightly above where we were compared to last year at this time.

Training & Technical Assistance Funds

Overall expenditures are at 4% of the budget.

Carryover Funds

The Carryover projects will be carried forward into the new budget period, as well, but will not be reflected until we are able to submit the for the finalized amounts to carryforward from the 2020-21 budget period.

COVID Cares Funds

The remaining COVID funding will be carried into the current budget period. Of the remaining balance, overall expenditures are at 19% of the budget.

Non-Federal Share

Non-Federal share is at 20% of the budget.

Community Action Partnership of Kern
Early Head Start Child Care Partnerships + Expansion
Budget to Actual Report
Budget Period: March 1, 2021 - February 28, 2022
Report Period: March 1, 2021 - July 31, 2021
Month 5 of 12 (41.67%)

Prepared 8/11/2021

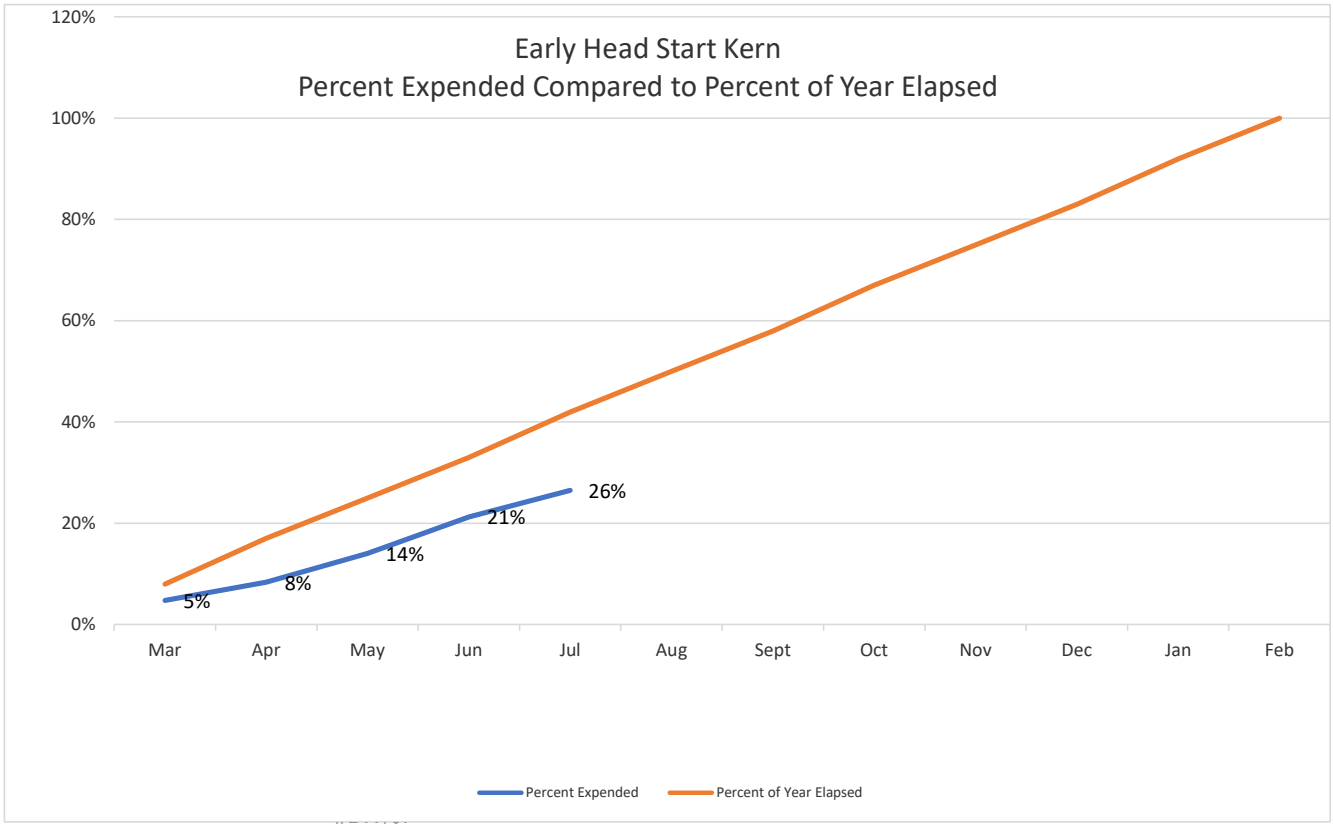
BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	658,760	239,646	419,114	36%	64%
FRINGE BENEFITS	179,894	63,867	116,027	36%	64%
SUPPLIES	37,083	35,231	1,852	95%	5%
CONTRACTUAL	1,078,826	125,354	953,472	12%	88%
OTHER	231,300	115,772	115,528	50%	50%
INDIRECT	212,544	55,392	157,152	26%	74%
TOTAL BASE FUNDING	**2,398,407**	**635,262**	**1,763,145**	**26%**	**74%**
TRAINING & TECHNICAL ASSISTANCE					
TRAVEL	5,294	0	5,294	0%	100%
SUPPLIES	16,391	0	16,391	0%	100%
OTHER	29,393	144	29,249	0%	100%
INDIRECT	5,107	230	4,877	4%	96%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**56,185**	**2,527**	**53,658**	**4%**	**96%**
COVID CARES					
PERSONNEL	0	3,622	(3,622)		
FRINGE BENEFITS	0	579	(579)		
SUPPLIES	81,981	6,917	75,064	8%	92%
OTHER	20,082	7,926	12,156	39%	61%
INDIRECT	10,239	1,904	8,334	19%	81%
TOTAL COVID	**112,302**	**20,948**	**95,554**	**19%**	**81%**
GRAND TOTAL EHS FEDERAL FUNDS	**4,065,103**	**658,737**	**3,410,566**	**16%**	**84%**

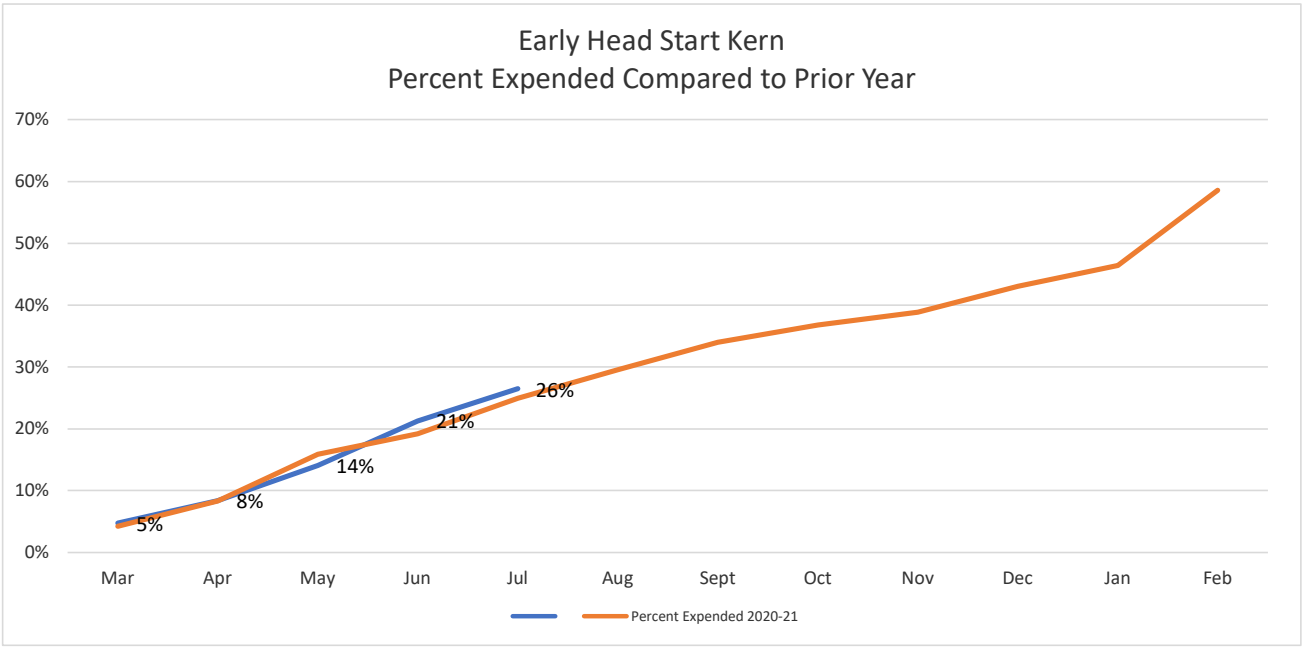
NON-FEDERAL SHARE

SOURCE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	588,256	119,649	468,607	20%	80%
TOTAL NON-FEDERAL	**588,256**	**119,649**	**468,607**	**20%**	**80%**

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

Actual expenditures include posted expenditures and estimated adjustments through 7/31/2021


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
5%
8%
14%
21%
26%
Percent Expended
Percent of Year Elapsed


Early Head Start Kern
Percent Expended Compared to Prior Year
70%
60%
50%
40%
30%
20%
10%
0%
Mar
Apr
May
Jun
Jul
Aug
Sept
Oct
Nov
Dec
Jan
Feb
5%
8%
14%
21%
26%
Percent Expended 2020-21

MEMORANDUM

To: Budget and Finance Committee of the Policy Council

From: Heather McCarley, Finance Administrator

Date: August 17, 2021

Subject: *American Rescue Plan Funding*
Budget to Actual Report for the period ended July 31, 2021 – **Info Item**

The following are highlights of the American Rescue Plan Budget to Actual Report for the period of April 1, 2021 through July 31, 2021. Four months (33.3%) of the 12-month budget period have elapsed.

COVID

Overall expenditures are at 100% of the budget. These funds are being utilized to support the Summer Bridge Program options.

American Rescue Plan Act

Overall expenditures are at 6% of the budget. These funds are being utilized to support the Summer Bridge Program options.

Community Action Partnership of Kern

American Rescue Plan

Budget to Actual Report

Budget Period: April 1, 2021 - March 31, 2023

Report Period: April 1, 2021 - July 31, 2021

Month 4 of 12 (33.3%)

Prepared 8/11/2021

COVID	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	0	502,095	(502,095)		100%
FRINGE BENEFITS	0	107,505	(107,505)		100%
TRAVEL	0	0	0	0%	0%
EQUIPMENT	0	0	0		
SUPPLIES	500,000	0	500,000	0%	100%
CONTRACTUAL	0	0	0		100%
OTHER	170,559	0	170,559	0%	100%
INDIRECT	0	60,959	(60,959)		100%
TOTAL	**670,559**	**670,559**	**0**	**100%**	**0%**

American Rescue Plan Act

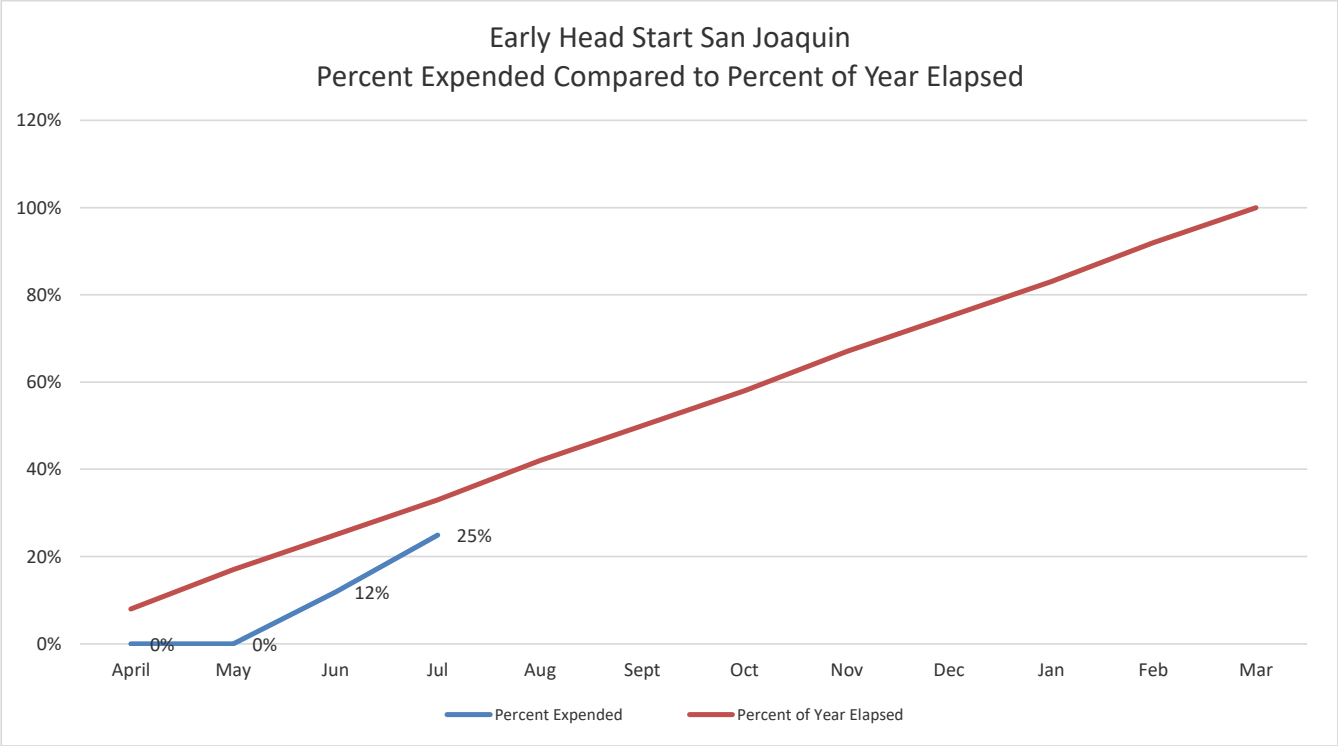
PERSONNEL	763,438	133,021	630,417	17%	83%
FRINGE BENEFITS	251,934	28,481	223,453	11%	89%
TRAVEL	0	0	0		100%
SUPPLIES	553,540	34	553,506	0%	100%
CONTRACTUAL	0	0	0		100%
OTHER	830,310	0	830,310	0%	100%
INDIRECT	266,580	0	266,580	0%	100%
TOTAL	**2,665,802**	**161,536**	**2,504,266**	**6%**	**94%**

GRAND TOTAL ARP FEDERAL FUNDS	**3,336,361**	**832,095**	**2,504,266**	**25%**	**75%**

Centralized Administrative Cost	7.3%
Program Administrative Cost	0.0%
Total Administrative Cost	**7.4%**

Budget reflects Notice of Award #09HE000432-01-01

Actual expenditures include posted expenditures and estimated adjustments through 7/31/2021


Early Head Start San Joaquin
Percent Expended Compared to Percent of Year Elapsed
120%
100%
80%
60%
40%
20%
0%
0%
0%
12%
25%
April
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Percent Expended
Percent of Year Elapsed

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT TRAVEL & CHILD CARE (6115)
2021-2022

KERN HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2021	$ 1,350.00	$ -	$ -	$ 1,350.00	8%	0%
APRIL 2021	$ 1,350.00		$ -	$ 1,350.00	17%	0%
MAY 2021	$ 1,350.00		$ -	$ 1,350.00	25%	0%
JUNE 2021	$ 1,350.00		$ -	$ 1,350.00	33%	0%
JULY 2021	$ 1,350.00		$ -	$ 1,350.00	42%	0%
AUGUST 2021	$ 1,350.00		$ -	$ 1,350.00	50%	0%
SEPTEMBER 2021	$ 1,350.00		$ -	$ 1,350.00	58%	0%
OCTOBER 2021	$ 1,350.00		$ -	$ 1,350.00	67%	0%
NOVEMBER 2021	$ 1,350.00		$ -	$ 1,350.00	75%	0%
DECEMBER 2021	$ 1,350.00		$ -	$ 1,350.00	83%	0%
JANUARY 2022	$ 1,350.00		$ -	$ 1,350.00	92%	0%
FEBRUARY 2022	$ 1,350.00		$ -	$ 1,350.00	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 2021	$ 450.00	$ -	$ -	$ 450.00	8%	0%
APRIL 2021	$ 450.00		$ -	$ 450.00	17%	0%
MAY 2021	$ 450.00		$ -	$ 450.00	25%	0%
JUNE 2021	$ 450.00		$ -	$ 450.00	33%	0%
JULY 2021	$ 450.00		$ -	$ 450.00	42%	0%
AUGUST 2021	$ 450.00		$ -	$ 450.00	50%	0%
SEPTEMBER 2021	$ 450.00		$ -	$ 450.00	58%	0%
OCTOBER 2021	$ 450.00		$ -	$ 450.00	67%	0%
NOVEMBER 2021	$ 450.00		$ -	$ 450.00	75%	0%
DECEMBER 2021	$ 450.00		$ -	$ 450.00	83%	0%
JANUARY 2022	$ 450.00		$ -	$ 450.00	92%	0%
FEBRUARY 2022	$ 450.00		$ -	$ 450.00	100%	0%

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT TRAVEL & CHILD CARE (6115)
2021-2022

SAN JOAQUIN EARLY HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
FEBRUARY 2021	$ 50.00	$ -	$ -	$ 50.00	8%	0%
MARCH 2021	$ 50.00	$ -	$ -	$ 50.00	17%	0%
APRIL 2021	$ 50.00	$ -	$ -	$ 50.00	25%	0%
MAY 2021	$ 50.00	$ -	$ -	$ 50.00	33%	0%
JUNE 2021	$ 50.00	$ -	$ -	$ 50.00	42%	0%
JULY 2021	$ 50.00	$ -	$ -	$ 50.00	50%	0%
AUGUST 2021	$ 50.00	$ -	$ -	$ 50.00	58%	0%
SEPTEMBER 2021	$ 50.00	$ -	$ -	$ 50.00	67%	0%
OCTOBER 2021	$ 50.00	$ -	$ -	$ 50.00	75%	0%
NOVEMBER 2021	$ 50.00	$ -	$ -	$ 50.00	83%	0%
DECEMBER 2021	$ 50.00	$ -	$ -	$ 50.00	92%	0%
JANUARY 2022	$ 50.00	$ -	$ -	$ 50.00	100%	0%

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 2021	$ 250.00	$ -	$ -	$ 250.00	8%	0%
APRIL 2021	$ 250.00	$ -	$ -	$ 250.00	17%	0%
MAY 2021	$ 250.00	$ -	$ -	$ 250.00	25%	0%
JUNE 2021	$ 250.00	$ -	$ -	$ 250.00	33%	0%
JULY 2021	$ 250.00	$ -	$ -	$ 250.00	42%	0%
AUGUST 2021	$ 250.00	$ -	$ -	$ 250.00	50%	0%
SEPTEMBER 2021	$ 250.00	$ -	$ -	$ 250.00	58%	0%
OCTOBER 2021	$ 250.00	$ -	$ -	$ 250.00	67%	0%
NOVEMBER 2021	$ 250.00	$ -	$ -	$ 250.00	75%	0%
DECEMBER 2021	$ 250.00	$ -	$ -	$ 250.00	83%	0%
JANUARY 2022	$ 250.00	$ -	$ -	$ 250.00	92%	0%
FEBRUARY 2022	$ 250.00		$ -	$ 250.00	100%	0%

Prepared by: Heather McCarley
May 15, 2021

COMMUNITY ACTION PARTNERSHIP OF KERN
VIAJES DE LOS PADRES y CUIDADO DE NINOS
2021-2022

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 2021	$ 1,350.00	$ -	$ -	$ 1,350.00	25%	0%
ABRIL DEL 2021	$ 1,350.00	$ -	$ -	$ 1,350.00	50%	0%
MAYO DEL 2021	$ 1,350.00	$ -	$ -	$ 1,350.00	75%	0%
JUNIO DEL 2021	$ 1,350.00	$ -	$ -	$ 1,350.00	100%	0%
JULIO DEL 2021	$ 5,475.00	$ -	$ -	$ 5,475.00	13%	0%
AGOSTO DEL 2021	$ 5,475.00	$ -	$ -	$ 5,475.00	25%	0%
SEPTIEMBRE DEL 2018	$ 5,475.00	$ -	$ -	$ 5,475.00	38%	0%
OCTUBRE DEL 2021	$ 5,475.00	$ -	$ -	$ 5,475.00	50%	0%
NOVIEMBRE DEL 2021	$ 5,475.00	$ -	$ -	$ 5,475.00	63%	0%
DICIEMBRE DEL 2021	$ 5,475.00	$ -	$ -	$ 5,475.00	75%	0%
ENERO DEL 2022	$ 5,475.00	$ -	$ -	$ 5,475.00	88%	0%
FEBRERO DEL 2022	$ 5,475.00	$ -	$ -	$ 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 2021	$ 450.00	$ -	$ -	$ 450.00	25%	0%
ABRIL DEL 2021	$ 450.00	$ -	$ -	$ 450.00	50%	0%
MAYO DEL 2021	$ 450.00	$ -	$ -	$ 450.00	75%	0%
JUNIO DEL 2021	$ 450.00	$ -	$ -	$ 450.00	100%	0%
JULIO DEL 2021	$ 1,824.00	$ -	$ -	$ 1,824.00	13%	0%
AGOSTO DEL 2021	$ 1,824.00	$ -	$ -	$ 1,824.00	25%	0%
SEPTIEMBRE DEL 2018	$ 1,824.00	$ -	$ -	$ 1,824.00	38%	0%
OCTUBRE DEL 2021	$ 1,824.00	$ -	$ -	$ 1,824.00	50%	0%
NOVIEMBRE DEL 2021	$ 1,824.00	$ -	$ -	$ 1,824.00	63%	0%
DICIEMBRE DEL 2021	$ 1,824.00	$ -	$ -	$ 1,824.00	75%	0%
ENERO DEL 2022	$ 1,824.00	$ -	$ -	$ 1,824.00	88%	0%
FEBRERO DEL 2022	$ 1,824.00	$ -	$ -	$ 1,824.00	100%	0%

COMMUNITY ACTION PARTNERSHIP OF KERN
VIAJES DE LOS PADRES y CUIDADO DE NINOS
2021-2022

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 2021	$ 50.00	$ -	$ -	$ 50.00	8%	0%
MARZO DEL 2021	$ 50.00	$ -	$ -	$ 50.00	17%	0%
ABRIL DEL 2021	$ 50.00	$ -	$ -	$ 50.00	25%	0%
MAYO DEL 2021	$ 50.00	$ -	$ -	$ 50.00	33%	0%
JUNIO DEL 2021	$ 50.00	$ -	$ -	$ 50.00	42%	0%
JULIO DEL 2021	$ 50.00	$ -	$ -	$ 50.00	50%	0%
AGOSTO DEL 2021	$ 50.00	$ -	$ -	$ 50.00	58%	0%
SEPTIEMBRE DEL 2021	$ 50.00	$ -	$ -	$ 50.00	67%	0%
OCTUBRE DEL 2021	$ 50.00	$ -	$ -	$ 50.00	75%	0%
NOVIEMBRE DEL 2021	$ 50.00	$ -	$ -	$ 50.00	83%	0%
DICIEMBRE DEL 2021	$ 50.00	$ -	$ -	$ 50.00	92%	0%
ENERO DEL 2022	$ 50.00	$ -	$ -	$ 50.00	100%	0%

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 2021	$ 250.00	$ -	$ -	$ 250.00	8%	0%
ABRIL DEL 2021	$ 250.00	$ -	$ -	$ 250.00	17%	0%
MAYO DEL 2021	$ 250.00	$ -	$ -	$ 250.00	25%	0%
JUNIO DEL 2021	$ 250.00	$ -	$ -	$ 250.00	33%	0%
JULIO DEL 2021	$ 250.00	$ -	$ -	$ 250.00	42%	0%
AGOSTO DEL 2021	$ 250.00	$ -	$ -	$ 250.00	50%	0%
SEPTIEMBRE DEL 2018	$ 250.00	$ -	$ -	$ 250.00	58%	0%
OCTUBRE DEL 2021	$ 250.00	$ -	$ -	$ 250.00	67%	0%
NOVIEMBRE DEL 2021	$ 250.00	$ -	$ -	$ 250.00	75%	0%
DICIEMBRE DEL 2021	$ 250.00	$ -	$ -	$ 250.00	83%	0%
ENERO DEL 2022	$ 250.00	$ -	$ -	$ 250.00	92%	0%
FEBRERO DEL 2022	$ 250.00	$ -	$ -	$ 250.00	100%	0%

Preparado por Heather McCarley
15 de Mayo 2021

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT ACTIVITIES (7175)
2020-2022

KERN HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2021	$ 9,585.00	$ -	$ -	$ 9,585.00	8%	0%
APRIL 2021	$ 9,585.00	$ -	$ -	$ 9,585.00	17%	0%
MAY 2021	$ 9,585.00	$ -	$ -	$ 9,585.00	25%	0%
JUNE 2021	$ 9,585.00	$ -	$ -	$ 9,585.00	33%	0%
JULY 2021	$ 9,585.00	$ -	$ -	$ 9,585.00	42%	0%
AUGUST 2021	$ 9,585.00	$ -	$ -	$ 9,585.00	50%	0%
SEPTEMBER 2021	$ 9,585.00	$ -	$ -	$ 9,585.00	58%	0%
OCTOBER 2021	$ 9,585.00	$ -	$ -	$ 9,585.00	67%	0%
NOVEMBER 2021	$ 9,585.00	$ -	$ -	$ 9,585.00	75%	0%
DECEMBER 2021	$ 9,585.00	$ -	$ -	$ 9,585.00	83%	0%
JANUARY 2022	$ 9,585.00	$ -	$ -	$ 9,585.00	92%	0%
FEBRUARY 2022	$ 9,585.00	$ -	$ -	$ 9,585.00	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 2021	$ 3,230.00	$ -	$ -	$ 3,230.00	8%	0%
APRIL 2021	$ 3,230.00	$ -	$ -	$ 3,230.00	17%	0%
MAY 2021	$ 3,230.00	$ -	$ -	$ 3,230.00	25%	0%
JUNE 2021	$ 3,230.00	$ -	$ -	$ 3,230.00	33%	0%
JULY 2021	$ 3,230.00	$ -	$ -	$ 3,230.00	42%	0%
AUGUST 2021	$ 3,230.00	$ -	$ -	$ 3,230.00	50%	0%
SEPTEMBER 2021	$ 3,230.00	$ -	$ -	$ 3,230.00	58%	0%
OCTOBER 2021	$ 3,230.00	$ -	$ -	$ 3,230.00	67%	0%
NOVEMBER 2021	$ 3,230.00	$ -	$ -	$ 3,230.00	75%	0%
DECEMBER 2021	$ 3,230.00	$ -	$ -	$ 3,230.00	83%	0%
JANUARY 2022	$ 3,230.00	$ -	$ -	$ 3,230.00	92%	0%
FEBRUARY 2022	$ 3,230.00	$ -	$ -	$ 3,230.00	100%	0%

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT ACTIVITIES (7175)
2020-2022

SAN JOAQUIN EARLY HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
FEBRUARY 2021	$ 1,665.00	$ -	$ -	$ 1,665.00	8%	0%
MARCH 2021	$ 1,665.00	$ -	$ -	$ 1,665.00	17%	0%
APRIL 2021	$ 1,665.00	$ -	$ -	$ 1,665.00	25%	0%
MAY 2021	$ 1,665.00	$ -	$ -	$ 1,665.00	33%	0%
JUNE 2021	$ 1,665.00	$ -	$ -	$ 1,665.00	42%	0%
JULY 2021	$ 1,665.00	$ -	$ -	$ 1,665.00	50%	0%
AUGUST 2021	$ 1,665.00	$ -	$ -	$ 1,665.00	58%	0%
SEPTEMBER 2021	$ 1,665.00	$ -	$ -	$ 1,665.00	67%	0%
OCTOBER 2021	$ 1,665.00	$ -	$ -	$ 1,665.00	75%	0%
NOVEMBER 2021	$ 1,665.00	$ -	$ -	$ 1,665.00	83%	0%
DECEMBER 2021	$ 1,665.00	$ -	$ -	$ 1,665.00	92%	0%
JANUARY 2022	$ 1,665.00	$ -	$ -	$ 1,665.00	100%	0%

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 2021	$ 760.00	$ -	$ -	$ 760.00	8%	0%
APRIL 2021	$ 760.00	$ -	$ -	$ 760.00	17%	0%
MAY 2021	$ 760.00	$ -	$ -	$ 760.00	25%	0%
JUNE 2021	$ 760.00	$ -	$ -	$ 760.00	33%	0%
JULY 2021	$ 760.00	$ -	$ -	$ 760.00	42%	0%
AUGUST 2021	$ 760.00	$ -	$ -	$ 760.00	50%	0%
SEPTEMBER 2021	$ 760.00	$ -	$ -	$ 760.00	58%	0%
OCTOBER 2021	$ 760.00	$ -	$ -	$ 760.00	67%	0%
NOVEMBER 2021	$ 760.00	$ -	$ -	$ 760.00	75%	0%
DECEMBER 2021	$ 760.00	$ -	$ -	$ 760.00	83%	0%
JANUARY 2022	$ 760.00	$ -	$ -	$ 760.00	92%	0%
FEBRUARY 2022	$ 760.00		$ -	$ 760.00	100%	0%

Prepared by: Heather McCarley
May 15, 2021

COMMUNITY ACTION PARTNERSHIP OF KERN
ACTIVIDADES DE LOS PADRES
2021-2022

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 2021	$ 8,731.00	$ -	$ -	$ 8,731.00	8%	0%
ABRIL DEL 2021	$ 8,731.00	$ -	$ -	$ 8,731.00	17%	0%
MAYO DEL 2021	$ 8,731.00	$ -	$ -	$ 8,731.00	25%	0%
JUNIO DEL 2021	$ 8,731.00	$ -	$ -	$ 8,731.00	33%	0%
JULIO DEL 2021	$ 18,711.00	$ -	$ -	$ 18,711.00	13%	0%
AGOSTO DEL 2021	$ 18,711.00	$ -	$ -	$ 18,711.00	25%	0%
SEPTIEMBRE DEL 2021	$ 18,711.00	$ -	$ -	$ 18,711.00	38%	0%
OCTUBRE DEL 2021	$ 18,711.00	$ -	$ -	$ 18,711.00	50%	0%
NOVIEMBRE DEL 2021	$ 18,711.00	$ -	$ -	$ 18,711.00	63%	0%
DICIEMBRE DEL 2021	$ 18,711.00	$ -	$ -	$ 18,711.00	75%	0%
ENERO DEL 2022	$ 18,711.00	$ -	$ -	$ 18,711.00	88%	0%
FEBRERO DEL 2022	$ 18,711.00	$ -	$ -	$ 18,711.00	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 2021	$ 1,363.00	$ -	$ -	$ 1,363.00	8%	0%
ABRIL DEL 2021	$ 1,363.00	$ -	$ -	$ 1,363.00	17%	0%
MAYO DEL 2021	$ 1,363.00	$ -	$ -	$ 1,363.00	25%	0%
JUNIO DEL 2021	$ 1,363.00	$ -	$ -	$ 1,363.00	33%	0%
JULIO DEL 2021	$ 6,264.00	$ -	$ -	$ 6,264.00	13%	0%
AGOSTO DEL 2021	$ 6,264.00	$ -	$ -	$ 6,264.00	25%	0%
SEPTIEMBRE DEL 2018	$ 6,264.00	$ -	$ -	$ 6,264.00	38%	0%
OCTUBRE DEL 2021	$ 6,264.00	$ -	$ -	$ 6,264.00	50%	0%
NOVIEMBRE DEL 2021	$ 6,264.00	$ -	$ -	$ 6,264.00	63%	0%
DICIEMBRE DEL 2021	$ 6,264.00	$ -	$ -	$ 6,264.00	75%	0%
ENERO DEL 2022	$ 6,264.00	$ -	$ -	$ 6,264.00	88%	0%
FEBRERO DEL 2022	$ 6,264.00	$ -	$ -	$ 6,264.00	100%	0%

COMMUNITY ACTION PARTNERSHIP OF KERN
ACTIVIDADES DE LOS PADRES
2021-2022

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 2021	$ 1,665.00	$ -	$ -	$ 1,665.00	8%	0%
MARZO DEL 2021	$ 1,665.00	$ -	$ -	$ 1,665.00	17%	0%
ABRIL DEL 2021	$ 1,665.00	$ -	$ -	$ 1,665.00	25%	0%
MAYO DEL 2021	$ 1,665.00	$ -	$ -	$ 1,665.00	33%	0%
JUNIO DEL 2021	$ 1,665.00	$ -	$ -	$ 1,665.00	42%	0%
JULIO DEL 2021	$ 1,665.00	$ -	$ -	$ 1,665.00	50%	0%
AGOSTO DEL 2021	$ 1,665.00	$ -	$ -	$ 1,665.00	58%	0%
SEPTIEMBRE DEL 2021	$ 1,665.00	$ -	$ -	$ 1,665.00	67%	0%
OCTUBRE DEL 2021	$ 1,665.00	$ -	$ -	$ 1,665.00	75%	0%
NOVIEMBRE DEL 2021	$ 1,665.00	$ -	$ -	$ 1,665.00	83%	0%
DICIEMBRE DEL 2021	$ 1,665.00	$ -	$ -	$ 1,665.00	92%	0%
ENERO DEL 2022	$ 1,665.00	$ -	$ -	$ 1,665.00	100%	0%

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 2021	$ 760.00	$ -	$ -	$ 760.00	8%	0%
ABRIL DEL 2021	$ 760.00	$ -	$ -	$ 760.00	17%	0%
MAYO DEL 2021	$ 760.00	$ -	$ -	$ 760.00	25%	0%
JUNIO DEL 2021	$ 760.00	$ -	$ -	$ 760.00	33%	0%
JULIO DEL 2021	$ 760.00	$ -	$ -	$ 760.00	42%	0%
AGOSTO DEL 2021	$ 760.00	$ -	$ -	$ 760.00	50%	0%
SEPTIEMBRE DEL 2018	$ 760.00	$ -	$ -	$ 760.00	58%	0%
OCTUBRE DEL 2021	$ 760.00	$ -	$ -	$ 760.00	67%	0%
NOVIEMBRE DEL 2021	$ 760.00	$ -	$ -	$ 760.00	75%	0%
DICIEMBRE DEL 2021	$ 760.00	$ -	$ -	$ 760.00	83%	0%
ENERO DEL 2022	$ 760.00	$ -	$ -	$ 760.00	92%	0%
FEBRERO DEL 2022	$ 760.00	$ -	$ -	$ 760.00	100%	0%

Preparado por Heather McCarley
15 de Mayo 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, 2021 through February 28, 2022
Report for period ending **July 31, 2021** (Month 5 of 12)

Percent of budget period elapsed: 42%

LOCATION	Enroll-ment	March	April	May	June	July	YTD Totals	IN-KIND GOAL	% OF GOAL MET
Alberta Dillard	40	3,806	3,344	1,604	832	0	9,586	35,284	27%
Alicante	20	2,759	2,527	2,754	3,695	0	11,735	17,642	67%
Angela Martinez	60	1,682	5,056	1,604	2,212	1,831	12,385	52,925	23%
Broadway	40	9,072	8,492	6,658	0	0	24,222	35,284	69%
California City	34	7,513	7,727	3,833	0	0	19,073	29,991	64%
Cleo Foran	23	15,779	14,629	14,352	12,627	8,483	65,871	20,288	325%
Delano	76	19,953	21,082	15,436	7,918	0	64,389	67,039	96%
East California	52	14,322	16,129	16,718	14,823	0	61,992	45,869	135%
Fairfax	40	8,429	9,246	5,856	0	0	23,531	35,284	67%
Fairview	40	7,209	8,499	5,236	5,291	0	26,235	35,284	74%
Harvey L. Hall	156	11,773	13,555	13,824	9,064	3,579	51,795	137,606	38%
Heritage	20	5,914	6,825	3,362	0	0	16,101	17,642	91%
Home Base	123	12,960	10,090	8,568	5,778	1,691	39,087	54,248	72%
Lamont	20	3,352	4,009	406	1,055	0	8,821	17,642	50%
Martha J. Morgan	72	8,319	7,861	6,819	0	0	22,998	63,510	36%
McFarland	20	2,099	2,182	1,391	0	0	5,672	17,642	32%
Mojave	20	7,890	9,060	2,545	0	0	19,494	17,642	111%
Oasis	60	5,094	7,534	5,183	4,325	0	22,136	52,925	42%
Pete H. Parra	128	9,302	10,728	9,209	0	0	29,238	112,907	26%
Planz	20	0	1,168	0	0	0	1,168	17,642	7%
Primeros Pasos	78	13,394	9,779	8,252	2,597	500	34,521	68,803	50%
Rosamond	80	5,024	6,643	2,972	0	0	14,639	70,567	21%
San Diego Street	40	2,566	2,282	2,970	2,392	0	10,211	35,284	29%
Seibert	40	0	0	0	0	0	0	35,284	0%
Shafter	20	3,661	2,948	2,292	1,198	0	10,099	17,642	57%
Shafter HS/EHS	25	1,137	2,606	2,500	2,453	654	9,351	22,052	42%
Sterling	124	7,380	8,415	6,284	7,924	2,528	32,530	109,379	30%
Sunrise Villa	20	2,328	1,874	651	1,561	0	6,414	17,642	36%
Taft	63	4,500	5,261	3,946	0	0	13,708	55,572	25%
Tehachapi	34	2,181	0	0	0	0	2,181	29,991	7%
Vineland	20	4,160	2,420	923	1,009	0	8,511	17,642	48%
Virginia	40	3,948	4,743	3,377	0	0	12,068	35,284	34%
Wesley	60	27,407	27,036	13,247	0	0	67,690	52,925	128%
Willow	55	5,130	4,162	2,753	0	0	12,046	48,515	25%
Administrative Services		0	0	0	0	0	0	0	NA
Program Services		23	130	119	0	0	272	66,765	0%
SUBTOTAL IN-KIND	**1,763**	**240,064**	**248,041**	**175,646**	**86,754**	**19,266**	**769,771**	**1,567,638**	**49%**
State General Child Care*		218,706	214,532	221,798	216,097	167,020	1,038,152	2,713,001	38%
State Preschool*		395,510	387,783	334,094	184,445	158,772	1,460,604	2,291,775	64%
State Migrant Child Care*		9,413	9,710	9,016	9,016	4,013	41,168	125,833	33%
SUBTOTAL CA DEPT of ED		**623,628**	**612,025**	**564,909**	**409,558**	**329,805**	**2,539,924**	**5,130,608**	**50%**
GRAND TOTAL		**863,692**	**860,066**	**740,555**	**496,312**	**349,071**	**3,309,695**	**6,698,246**	**49%**

*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, 2021 through January 31, 2022
Report for period ending June 30**, 2021** (Month 5 of 12)

Percent of budget period elapsed: 42%

LOCATION	FUNDED ENROLL-MENT	Feb	March	April	May	June	YTD Totals	IN-KIND GOAL	% OF GOAL MET
California Street	24	2,654	2,912	2,136	1,330	0	9,032	39,646	23%
Chrisman	20	2,493	2,771	2,804	2,097	1,582	11,746	33,039	36%
Gianone	16	1,009	1,300	1,254	1,179	1,130	5,873	26,431	22%
Kennedy	16	1,188	858	927	699	844	4,516	26,431	17%
Lodi Home Base	35	0	6,413	3,806	1,712	0	11,931	28,909	41%
Lodi UCC	30	3,271	3,946	2,019	2,649	2,934	14,819	49,558	30%
Manteca Home Base	12	1,106	3,329	3,285	2,982	1,967	12,667	9,912	128%
Marci Massei	24	2,453	3,257	2,521	1,766	2,170	12,167	39,646	31%
St. Mary's	24	3,029	2,929	3,172	2,203	918	12,250	39,646	31%
Stockton Home Base	90	5,231	9,230	8,909	4,665	3,233	31,267	74,337	42%
Tracy Home Base	12	0	0	0	0	0	0	9,912	0%
Walnut	24	3,004	3,300	4,579	5,262	2,261	18,407	39,646	46%
Administrative Services		0	0	0	0	0	0	0	
Program Services		15,169	15,194	18,213	15,348	8,655	133,163	108,412	123%
Policy Council		0	0	0	0	0	0	1,000	0%
SUBTOTAL IN-KIND	**327**	**40,606**	**55,437**	**53,624**	**41,892**	**25,694**	**277,838**	**526,525**	**53%**
State General Child Care*		120,553	164,511	162,164	150,886	151,577	749,691	1,175,152	64%
SUBTOTAL CA DEPT of ED		**120,553**	**164,511**	**162,164**	**150,886**	**151,577**	**749,691**	**1,175,152**	**64%**
GRAND TOTAL		**161,159**	**219,948**	**215,788**	**192,778**	**177,271**	**1,027,529**	**1,701,677**	**60%**

*May include estimates

Department of Health and Human Services

Administration for Children and Families

Notice of Award

Award# 09HP000163-03-01
FAIN# 09HP000163
Federal Award Date: 06/21/2021

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
09HP000163-03-01

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
Supplement

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**	$29,261.00
	20a. Direct Cost Amount	$26,823.00
	20b. Indirect Cost Amount	$2,438.00
21.	Authorized Carryover	$0.00
22.	Offset	$0.00
23.	Total Amount of Federal Funds Obligated this budget period	$2,454,592.00
24.	**Total Approved Cost Sharing or Matching, where applicable**	$613,648.00
25.	**Total Federal and Non-Federal Approved this Budget Period**	$3,097,501.00
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	Not Available

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# 09HP000163-03-01
FAIN# 09HP000163
Federal Award Date: 06/21/2021

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	$668,881.00
b. Fringe Benefits	$183,736.00
c. Total Personnel Costs	$852,617.00
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	$1,091,504.00
j. TOTAL DIRECT COSTS	$2,263,582.00
k. INDIRECT COSTS	$220,271.00
l. TOTAL APPROVED BUDGET	$2,483,853.00
m. Federal Share	$2,483,853.00
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	$29,261.00	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 09HP000163-03-01

1. Remarks

30. REMARKS (Continued from previous page)

This action awards funds for the cost-of-living adjustment (COLA) increase for program operations. The projected increase based on the application submitted for this period is $29,261 for Early Head Start.

This grant action also approves a Non-Federal match waiver for these COLA funds in the amount of $7,316. The amount of matching funds is now $613,648 at 19.81% for the 3/1/2021 – 2/28/2022 budget period.
Early Head Start population: 152 infants and toddlers.
Designated Early Head Start service area: County of Kern, California
Approved program options for the Early Head Start program: Center-based.

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

June 23, 2021

Re: Policy Council Membership

Dear Kenia Contreras,

The Policy Council Bylaws approved on September 22, 2020, state in Article III, Section 6: "Membership may be terminated as a result of three (3) consecutive absences throughout the year for any reason, *except absences for attending a Community Action Partnership of Kern function, or EXTREME weather conditions.*"

Attendance records show that you have been absent on three consecutive occasions. These instances were monthly Policy Council Meetings held on: April 27, 2021, May 25, 2021, and June 22, 2021, respectively.

With that said, please be advised that you have been terminated as a Policy Council Member as of June 22, 2021. However, as indicated in the PC Bylaws Article III, Section 6:

1. Termination may be appealed.
2. Submit a written letter of appeal to the Program Governance Coordinator within ten (10) working days of receiving the notification of termination
3. The Program Governance Coordinator will place the appeal on the following Policy Council agenda for the full Policy Council vote.
4. The Policy Council's recommendation will be in effect for the remainder of the current Policy Council year.

If you would like to appeal this termination, please contact me at (661) 336-5236 ext. 2200 so that I may review the process with you.

Best wishes on your future endeavors.

Thank you,

Lisa Gonzales
Program Governance Coordinator
cc: Andrea Martinez, Policy Council Chairperson

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Head Start/State Child Development/Yolanda Gonzales	**Month/Year:** July 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 *21-22 Program Year began 7-1-2021	**1317** **(395)**	**177**	**45%**		**1%**	**1 %**
Early Head Start Kern • EHS Center Based • EHS Home Based • EHS Home Based-Interim	**446** 243 123 80	**272**	**61%**	 187/243 76/123 9/80	**6%**	**8%**
Early Head Start San Joaquin	**313**	**205**	**65%**		**16%**	**8%**
Early Head Start Partnership • Angela Martinez • Bakersfield College • Blanton • Garden Pathways • Taft College • Escuelita Hernandez • Seeking Partner	**152** 24 32 16 11 42 16 11	**65**	**43%**	 11/24 12/32 9/16 6/11 25/42 2/16 0/11	**3%**	**5%**

Early Head Start Partnership Enrollment Updates:
Head Start: Summer expansion program has concluded on July 30, 2021
Early Head Start Partnership Enrollment Updates:
Taft College improvements have all been completed.
Slot Reallocation: Approval pending from Office of Head Start
Escuelita Hernandez: Project is in progress.

Home Visiting Program	Cumulative Enrollment	Contract Enrollment Target
	134	**204**

Division Staffing			
Currently Employed	Vacant Positions	Continuous Family Leave	Intermittent Family Leave
647	98	10	100

HIGHLIGHTS: No onboarding in the month of July due to center selection process by staff (aka: bumping).

Compliance
Ongoing desktop monitoring of files continues along with on site monitoring being scheduled as we begin our new program year.

Central Kitchen July 2021				
Meals & Snacks	**Total # Prepared**	**Breakfast**	**Lunch**	**Snack**
Centers	26,673	9,724	9.677	7.272
Boxed Meals—Virtual	10,888	3,532	3,678	3,678
Home Based	3,400	1,090	1,155	1,155
TOTALS	**40,961**	14,346	14,510	12,105

HIGHLIGHTS: Boxed meals ended on 7/30/2021.

CACFP						
June 2021						
Total Meals Delivered			**Meals Allocated**		**# of Meals Served**	**% of Meals Served**
Central Kitchen	Vendor Meals	Total Meals	CACFP/USDA	HS/EHS		
44,299	9,744	54,043	25,462	28,581	30,616	**57%**



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 Use Visual Schedules to Help Your Child Understand Expectations

Alyson Jiron, Brooke Brogle & Jill Giacomini



Adults often use calendars, grocery lists, and "to do" lists to help complete tasks and enhance memory. Children as young as 12 months can also benefit from these kinds of tools and reminders. Often, children do not respond to adult requests because they don't actually understand what is expected of them. When a child doesn't understand what he or she is supposed to do and an adult expects to see action, the result is often challenging behavior such as tantrums, crying or aggressive behavior. A child is more likely to be successful when he is told specifically what he should do rather than what he should not do. A visual (photographs, pictures, charts, etc.) can help to communicate expectations to young children and avoid challenging behavior. Unlike verbal instructions, a visual provides the child with a symbol that helps the child to see and understand words, ideas, and expectations. Perhaps best of all, a visual schedule keeps the focus on the task at hand and negotiation about tasks is not provided as an option.

Visual schedules (activity steps through pictures) can be used at home to teach routines such as getting ready for school. These types of schedules teach children what is expected of them and reminds them what they should be doing.

When you create a visual schedule, the CHILD should be able to use the schedule to answer the following questions: (1) What am I supposed to be doing? (2) How do I know that I am making progress? (3) How do I know when I am done? (4) What will happen next?

Try This at Home

- Include your child in the creation of the visual schedule as much as possible. Let your child draw the pictures or take photos of your child doing the activity. Children LOVE seeing themselves in photos. You can also ask your child's teacher for help with creating a visual schedule.
- Remember! Following a visual schedule is a skill that children need to learn. You can teach your child how to do this by referring to the schedule often.
- Allow your child to remove the photo of an activity once the activity is done. We all loving checking things off our list!
- Choose a difficult time of day (i.e. getting ready for school, bedtime, etc.) to begin. Once it becomes routine, you can easily expand the visual schedule to include your entire day.

Practice at School

Visual schedules are used to show a clear beginning, middle and end. Visuals empower children to become independent and encourage participation. At school, visual schedules can be used to show a daily routine, a sequence of activities to be completed or the steps in an activity. Visuals can also help a child remember classroom rules or other expectations without adult reminders.

The Bottom Line

Visual schedules can bring you and your child closer together, reduce power struggles and give your child confidence and a sense of control. Visual schedules greatly limit the amount of "no's" and behavior corrections you need to give throughout the day, since your child can better predict what should happen next.

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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
U.S. Department of Education



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

Como utilizar agendas visuales

para ayudar a su niño a comprender las expectativas

Alyson Jiron, Brooke Brogle y Jill Giacomini



Los adultos a menudo utilizan calendarios, listas de mandado y listas de "cosas por hacer" para ayudarles a completar las tareas y mejorar su memoria. Los niños de tan solo 12 meses de edad pueden beneficiarse de estos tipos de herramientas y recordatorios. A menudo, los niños no les responden a las peticiones de los adultos debido a que en realidad no comprenden lo que se espera de ellos. Cuando el niño no comprende lo que él/ella debe de hacer y un adulto espera verlo en acción, a menudo el resultado suele ser la presentación de una conducta desafiante tales como los berrinches, llanto o conducta agresiva. Existe mayor probabilidad de que un niño sea exitoso cuando se le menciona específicamente lo que debe de hacer en vez de lo que no debe de hacer. Una ayuda visual (fotografías, imágenes, tablas, etc.) pueden ayudar a comunicarle las expectativas a los niños y evitar la conducta desafiante. A diferencia de las instrucciones verbales, una ayuda visual le proporciona al niño con un símbolo que le ayuda a ver y comprender las palabras, ideas y expectativas. Quizá lo mejor de todo, es que la agenda visual mantiene el enfoque sobre la tarea en cuestión y la negociación sobre la tarea no es proporcionada como una opción.

Las agendas visuales (pasos de las actividades a través de las imágenes) pueden ser utilizadas en casa para enseñarles las rutinas tales como alistarse para ir a la escuela. Estos tipos de agendas le enseñan a los niños lo que se espera de ellos y les recuerda lo que deberían estar haciendo.

Cuando elabora una agenda visual, el NIÑO debería ser capaz de utilizar la agenda para responder a sus preguntas: (1) ¿Qué debería estar haciendo? (2) ¿Cómo sé que estoy progresando? (3) ¿Cómo sé cuando ya termine? (4) ¿Qué sucederá a continuación?

Pruebe esto en casa

- Incluya a su niño en la creación de la agenda visual tanto como sea posible. Deje que su niño dibuje las imágenes o tómele fotos a su niño realizando la actividad. A los niños les ENCANTA verse en las fotografías. También le puede pedir al maestro de su hijo a que le ayude a elaborar la agenda visual.
- ¡Recuerde! El darle seguimiento a una agenda visual es una habilidad que el niño debe de aprender. Usted puede enseñarle a su niño como hacer esto refiriéndose a la agenda a menudo.
- Permítale a su niño que remueva la foto de la actividad que haya sido completada. ¡A todos nos encanta borrar cosas de nuestras listas!
- Elija una parte difícil del día (ej. alistarse para ir a la escuela, hora de ir a la cama, etc.) para iniciar. Una vez que se convierta en rutina, fácilmente puede agregarle a la agenda visual para incluya el día entero.

Practique en la escuela

Las agendas visuales son utilizadas para mostrar un claro inicio, entremedio y final. Lo visual le permite a los niños a volverse independientes y fomenta la participación. En la escuela, las agendas visuales pueden ser utilizadas para mostrar la rutina diaria, una secuencia de actividades a ser realizadas o los pasos dentro de una actividad. Lo visual también le puede ayudar a su niño a recordar las reglas del salón u otras expectativas sin que los adultos tengan que recordárselas.

La conclusión

Las agendas visuales pueden acercarlos a usted y a su hijo, reducir los estragos de poder y brindarle confianza y un sentido de control a su hijo. Las agendas visuales limitan en gran medida la cantidad de los "no" y las correcciones de conducta que usted necesita dar a lo largo del día, debido a que su niño puede predecir mejor lo que sucede después.

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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.

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U.S. Department of Education

August 2021

Adventist Health

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

Children's Mobile Immunization Program

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 Food Maxx 4400 Ming Ave. (Parking Lot) 9:00 am—11:30 am 12:00 pm—2:00 pm	3	4	5 Ready Set Back 2 School 3801 Chester Ave. (Parking Lot) 9:00 am—11:30 am	6 Blessing Corner 101 Union Ave. (Parking Lot) 9:30 am—12:30 pm	7
8	9 Greenfield Family Resource Center 5400 Monitor Street (Parking Lot) 9:00 am—11:30 am 12:00 pm—2:00 pm	10 CMIP by appointment only. (Please call office to schedule) 8:30 am—11:30 am 12:00 pm—3:00 pm	11 CMIP by appointment only. (Please call office to schedule) 8:30 am—11:30 am 12:00 pm—3:00 pm	12 CMIP by appointment only. (Please call office to schedule) 8:30 am—11:30 am 12:00 pm—3:00 pm	13	14
15	16 Walmart Supercenter 5075 Gosford Rd. (Parking Lot) 9:00 am—11:30 am 12:00 pm—2:00 pm	17 CMIP by appointment only. (Please call office to schedule) 8:30 am—11:30 am 12:00 pm—3:00 pm	18 Adventist Health Bakersfield 2800 Chester Ave. Parking Lot) 1:00 pm—3:00 pm 3:30 pm—6:00 pm	19 CMIP by appointment only. (Please call office to schedule) 8:30 am—11:30 am 12:00 pm—3:00 pm	20	21
22	23 CMIP by appointment only. (Please call office to schedule) 8:30 am—11:30 am 12:00 pm—3:00 pm	24 Walmart 401 Central Ave., **WASCO** (Parking Lot) 9:30 am—11:30 am 12:00 pm—2:00 pm	25 New Life Church 4201 Stine Road (Parking Lot) 9:00 am—11:30 am 12:00 pm—2:00 pm	26	27	28
29	30 NOR-Riverview Park 437 Willow Drive (Parking Lot) 9:00 am—11:30 am 12:00 pm—2:00 pm	31			**Hi I'm Pip!**	



* 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.

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

Agosto 2021

Adventist Health

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

Children's Mobile Immunization Program

- 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 medi-ca
  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 emabrazadas/postparto sin importar corbertura medica.
- La tarjetas de vacunas de su hijo(a) son re-queridas.
- NO OFRECEMOS pruebas de tuberculosis o exámenes fisicos.
- Las clinicas podran ser canceladas por condi-ciones del clima. Porfa-vor 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 Food Maxx 4400 Ming Ave. (Estacionamiento) 9:00 am—11:30 am 12:00 pm—2:00 pm	3	4	5 Ready Set Back 2 School 3801 Chester Ave. (Estacionamiento) 9:00 am—11:30 am	6 Blessing Corner 101 Union Ave. (Estacionamiento) 9:30 am—12:30 pm	7
8	9 Greenfield Family Resource Center 5400 Monitor Street (Estacionamiento) 9:00 am—11:30 am 12:00 pm—2:00 pm	10 CMIP solo con cita. (llame a la oficina para hacer cita) 8:30 am—11:30 am 12:00 pm—3:00 pm	11 CMIP solo con cita. (llame a la oficina para hacer cita) 8:30 am—11:30 am 12:00 pm—3:00 pm	12 CMIP solo con cita. (llame a la oficina para hacer cita) 8:30 am—11:30 am 12:00 pm—3:00 pm	13	14
15	16 Walmart Supercenter 5075 Gosford Rd. (Estacionamiento) 9:00 am—11:30 am 12:00 pm—2:00 pm	17 CMIP solo con cita. (llame a la oficina para hacer cita) 8:30 am—11:30 am 12:00 pm—3:00 pm	18 Adventist Health Bakersfield 2800 Chester Ave. (Estacionamiento) 1:00 pm—3:00 pm 3:30 pm—6:00 pm	19 CMIP solo con cita. (llame a la oficina para hacer cita) 8:30 am—11:30 am 12:00 pm—3:00 pm	20	21
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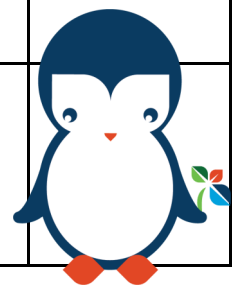
29	30 NOR-Riverview Park 437 Willow Drive (Estacionamiento) 9:00 am—11:30 am 12:00 pm—2:00 pm	31			**Hi I'm Pip!**	



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

Aug 2021 (Pacific Time - Los Angeles)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 8am - Catholic	3 8am - Catholic 4pm - Wonderful-	4 8am - Catholic 8am - New Life- 9am - Hope Center 11am - Frazier Park	5 8am - Catholic 10am - CENTRO- 12pm - Goodness	6 8am - Catholic 9am - Nuevo	7 9am - Cal-City
8	9 8am - Catholic	10 8am - Catholic	11 8am - Catholic 9am - Hope Center 9am - Iglesia- 12pm - Twin Oaks @	12 8am - Catholic 9am - Inyokern @	13 8am - Catholic 9am - Boron @ 9am - Rosamond @ 10:30am - Maricopa 11am - Wilson- 4pm - Villagers @	14 9am - Dream Center 9am - Joy Church @
15	16 8am - Catholic 9am - Isaiah's @ 9am - Living World 9am - Taft @ 518 11am - CSUB @ 9001	17 8am - Catholic 10am - Tehachapi @	18 8am - Catholic 8am - New Life- 8am - Oildale @ 516 8am - San Clemente 9am - Hope Center 9am - Mojave @	19 8am - Arvin @ 201 S 8am - Catholic 8am - Ridgecrest @	20 8am - Catholic 9am - Lamont @ 10am - Christ 11am - Lost Hills @ 12pm - Buttonwillow	21 12pm - Family-
22	23 8am - Catholic 8am - Mt. Mesa @ 10am - Lake Isabella 10am - Wofford	24 8am - Catholic 9am - Delano 9am - Delano 9am - Delano Rotary 9am - McFarland @	25 8am - Catholic 9am - Friendship @ 9am - Hope Center 11am - Laborers- 4pm - Apple Core @	26 8am - Catholic 10am - Wasco @	27 8am - Catholic 9am - Self Help @	28 9am - Discovery
29	30 8am - Catholic	31 8am - Catholic	1 8am - Catholic 8am - New Life- 9am - Hope Center 11am - Frazier Park	2 8am - Catholic 10am - CENTRO- 12pm - Goodness	3 8am - Catholic 9am - Nuevo	4 9am - Cal-City

Food Distributions

Sep 2021 (Pacific Time - Los Angeles)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30 8am - Catholic	31 8am - Catholic	1 8am - Catholic 8am - New Life- 9am - Hope Center 11am - Frazier Park	2 8am - Catholic 10am - CENTRO- 12pm - Goodness	3 8am - Catholic 9am - Nuevo	4 9am - Cal-City
5	6 8am - Catholic	7 8am - Catholic 4pm - Wonderful-	8 8am - Catholic 9am - Hope Center 9am - Iglesia- 12pm - Twin Oaks @	9 8am - Catholic 9am - Inyokern @	10 8am - Catholic 9am - Boron @ 9am - Rosamond @ 10:30am - Maricopa 11am - Wilson- 4pm - Villagers @	11 9am - Dream Center 9am - Joy Church @
12	13 8am - Catholic	14 8am - Catholic	15 8am - Catholic 8am - New Life- 8am - Oildale @ 516 8am - San Clemente 9am - Hope Center 9am - Mojave @	16 8am - Arvin @ 201 S 8am - Catholic 8am - Ridgecrest @	17 8am - Catholic 9am - Lamont @ 10am - Christ 11am - Lost Hills @ 12pm - Buttonwillow	18 12pm - Family-
19	20 8am - Catholic 9am - Isaiah's @ 9am - Living World 9am - Taft @ 518 11am - CSUB @ 9001	21 8am - Catholic 10am - Tehachapi @	22 8am - Catholic 9am - Friendship @ 9am - Hope Center 11am - Laborers- 4pm - Apple Core @	23 8am - Catholic 10am - Wasco @	24 8am - Catholic 9am - Self Help @	25 9am - Discovery
26	27 8am - Catholic 8am - Mt. Mesa @ 10am - Lake Isabella 10am - Wofford	28 8am - Catholic 9am - Delano 9am - Delano 9am - Delano Rotary 9am - McFarland @	29 8am - Catholic 9am - Hope Center	30 8am - Catholic	1 8am - Catholic 9am - Nuevo	2 9am - Cal-City



The Kern County Library has partnered up with Community Action Partnership of Kern (CAPK) to launch Story Tours, a new bookmobile service that will bring library services to communities across Kern County through 2021. *This partnership is funded by the Virginia & Alfred Harrell Foundation.*

Bookmobile Stops

Mondays – *East Kern*

- **10:15-11:15am** – Mojave Branch Library
- **11:30am-12:30pm** – Mojave West Park
- **1-2pm** – California City Branch Library
- **3-4pm** – Boron Park

Tuesdays – *East Bakersfield*

- **9:15-9:45am** – Holloway-Gonzales Branch Library
- **10:15-11:15am** – Friendship House
- **12-12:45pm** – Casa Loma Park
- **1-1:45pm** – Pioneer Park
- **2-3pm** – Northeast Branch Library
- **3:15-4:15pm** – Heritage Park
- **4:45-5:15pm** – Baker Branch Library

Wednesdays – *West Kern & West Bakersfield*

- **9:45-11:45am** – Shafter Church of God
- **12:30-2:30pm** – La Colonia, Shafter
- **3:15-4:45pm** – McFarland Branch Library

Thursdays – *West Kern & Bakersfield*

- **10:15-11:45am** – Lost Hills Park
- **12:45-1:45pm** – Buttonwillow Branch Library
- **2:45-3:45pm** – Rexland Acres Park
- **4-5pm** – Wilson Branch Library

capk Community Action Partnership of Kern

GET MORE FRUITS & VEGETABLES

Fresh Food Made Affordable in Kern County

OBTENGA MÁS FRUTAS Y VERDURAS

Alimentos frescos y económicos en el condado de Kern

CalFresh FOOD

Use your CalFresh EBT card at farmers' markets across Kern County.

Use su tarjeta de EBT CalFresh en los mercados agrícolas en el condado de Kern.

EAT HEALTHY AND SAVE MORE WITH MARKET MATCH

The Market Match program offers additional money to CalFresh EBT cardholders who use their card to buy fresh fruits and vegetables. You can identify a market that offers Market Match incentives by looking at the list on the other side of this flyer, or by visiting FMFinder.org.

COMA SALUDABLE Y AHORRE MÁS CON MARKET MATCH

El programa de Market Match ofrece dinero extra a los clientes de CalFresh EBT cuando usan sus tarjetas para comprar frutas y verduras frescas. Se puede identificar los mercados ofreciendo incentivos de Market Match en este folleto, o por el sitio web FMFinder.org.

For more information on Market Match, visit:
Para más información sobre Market Match, visite:

market match
marketmatch.org

This project has been funded at least in part with Federal funds from the U.S. Department of Agriculture. The contents of this publication do not necessarily reflect the view or policies of the U.S. Department of Agriculture, nor does mention of trade names, commercial products, or organizations imply endorsement by the U.S. Government. USDA is an equal opportunity provider and employer.

For more information on the Market Match program or on using EBT CalFresh at Farmers' Markets contact the Ecology Center at 510-925-4001, ebt@ecologycenter.org or visit us at ecologycenter.org/ebt.

ecology center

Here's how to get more healthy food for you and your family:

Aquí explicamos cómo se puede conseguir más alimentos saludables para usted y su familia:

1



Go to one of the farmers' markets with Market Match listed here. To find a participating market outside of Kern County, go to FMFinder.org.

Vaya a uno de los mercados agrícolas mostrado aquí en nuestra lista. Para encontrar un mercado participante afuera del condado de Kern, visite al FMFinder.org.

2



Go to the farmers' market info booth and swipe your CalFresh EBT card. Receive tokens and spend them in the market on any CalFresh eligible items.

Busque el puesto de información del mercado, use su tarjeta CalFresh EBT. Reciba tokens y úselos como efectivo en el mercado.

3



Get additional benefits - for every CalFresh dollar you spend, get an extra Market Match dollar to spend on fruits and vegetables.*

Duplique sus beneficios - por cada dólar de CalFresh que gaste, usted recibirá un dólar extra de Market Match para comprar frutas y verduras.*

*Market Match incentives, which match your CalFresh benefits, dollar-for-dollar, up to a maximum per household, per day, while supplies last.

*Incentivos de Market Match, los cuales duplican sus beneficios de CalFresh, dólar-por-dólar, una vez por día por casa hasta que se acaben los fondos.

market match

Participating Markets

MERCADOS PARTICIPANTES

SATURDAY
SÁBADO

F St Farmers Market Golden State Mall
3201 F St

Bakersfield, CA 93301
Year Round
Todo el año
7:45am-12pm



Scan this QR code with your smartphone camera to visit the F St Farmers Market Facebook page

DOUBLE
YOUR FOOD BUDGET

GET MORE MONEY FOR FRUITS & VEGGIES!



VISIT THE INFORMATION BOOTH
FOR DETAILS ON HOW TO DOUBLE YOUR EBT BENEFITS.*

SAN JOAQUIN CERTIFIED
FARMERS MARKET

market match
making fresh affordable

calfresh
BETTER FOOD FOR BETTER LIVING

SNAP Supplemental Nutrition Assistance Program

*CALFRESH IS MATCHED DOLLAR-FOR-DOLLAR UP TO $10.00 PER FAMILY, PER MARKET DAY.

Use your EBT/SNAP benefits card at any of our market locations and we will match you up to $10 for free per family per day.
Find out more at the information booth centrally located at all of our markets.

We proudly accept EBT, WIC & Senior Nutrition Coupons at all SJC Farmers' Markets.

San Joaquin County
Farmers Market Locations



Lodi's Certified Farmers' Market
35 School Street, Lodi, CA
5:00 p.m. – 8:00 p.m.
Every Thursday

Manteca Market on Maple
Maple Avenue, Downtown Manteca
5:00 p.m. – 8:30 p.m.
Every Thursday

Weberstown Mall Farmers Market
Corner of Pacific Avenue & March Lane, Stockton
8:00 a.m. – 1:00 p.m.
Every Sunday & Thursday (Rain or Shine)

Downtown Tracy Farmers' Market
9th Street & Central Avenue
8:00 a.m. – 1:00 p.m.
Every Saturday

CSET
Community Services Employment Training
Where community happens.



NOW HIRING IN DELANO!

BASIC ELIGIBILITY CRITERIA:

- Justice involved individuals
- Individuals Experiencing Homelessness
- Valid Right to Work Docs
- Other employment obstacles
- Veterans with proof of service have priority enrollment!

PROGRAM HIGHLIGHTS:

- 6 months-paid transitional employment
- CalTrans Roadside Safety Training
- Work with other Veterans on beautification projects
- Post Training Job Placement
- Supportive Services

$15.00 PER HOUR

FOR MORE INFORMATION CONTACT MARIA MEZA 661.520.2421

Back 2 Work

APPLY AT: WWW.CSET.ORG/BACK2WORK

FAMILY WELLNESS
Monthly Parent Trainings with Dr. Kirk

All Trainings are on Monday's
3:00pm-4:00pm on Zoom

September 13, 2021
October 11, 2021
November 8, 2021
December 13, 2021
January 10, 2022
February 7, 2022
March 7, 2022
April 11, 2022
May 9, 2022



14th Annual

WALK FOR PEACE

WENDALE DAVIS
FOUNDATION



The WDF invites you to the 14th Annual "Walk for Peace & Family Health Resource Fair" Saturday, September 25, 2021 10:00a.m.

The "Walk for Peace" begins at the Wendale Davis Foundation (730 Chester Ave.) and will end at the same place. Following the Walk there will be a "Family Health & Resource Fair". Fair includes Free Lunch, Resource information and Community Partners and Public Agency Support Booths.

For more information please call: (661) 493-0278

wendaledavisfoundation@yahoo.com

730 Chester Ave. Bakersfield, CA 93301

(661) 493-0278 FAX: (661) 327-2365

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 15, 2021*~~
~~Tuesday, August 17, 2021~~
Tuesday, September 21, 2021
Tuesday, October 19, 2021



Approved: 1.19.2021
*Date Updated: 6.14.2021

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