Head Start
A Program of CAPK

## Head Start/State Child Development

# POLICY COUNCIL MEETING PACKET

## September 27, 2022
## 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: 799 157 755#

Click here to join the meeting

# POLICY COUNCIL
# STANDING COMMITTEES
## September 2022

### EXECUTIVE COMMITTEE

**Chairperson:** Andrea Martinez
**Vice Chairperson:** Isabelle Diaz
**Secretary:** Monique Davis
**Treasurer:** Pablo Reyes
**Parliamentarian:** Dominique Bassi

### STANDING COMMITTEE MEMBERS

**Board of Directors:** Nila Hogan

**BYLAWS**
**Chairperson:** Dominique Bassi

1. Andrea Martinez
2. Pablo Reyes
3.
4.
5.
6.

**PLANNING**
**Chairperson:** Isabelle Diaz

1. Nila Hogan
2. Ashley McAllister
3. Michelle Jara-Rangel
4.
5.
6.

**SCHOOL READINESS**
**Chairperson:** Monique Davis

1. Teresa Fajardo
2. Kaylonie Howard
3. Anastasia Lester
4.

**BUDGET & FINANCE**
**Chairperson:** Pablo Reyes

1. Jasmine Ponce
2.
3.
4.
5.
6.



# Policy Council Standing Committee
# Attendance Sheet
# 2021 ~ 2022

## Bylaws Committee

| Member | Dec. | Jan. | Feb. | Mar. | Apr. | May | Jun. | Jul. | Aug. | Sept. | Oct. |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **Dominique Bassi** | | | X | | X | | X | | X | | |
| Andrea Martinez | | | X | | X | | X | | X | | |
| Pablo Reyes | | | X | | X | | X | | X | | |
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## Budget & Finance Committee

| Member | Dec. | Jan. | Feb. | Mar. | Apr. | May | Jun. | Jul. | Aug. | Sept. | Oct. |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **Ashley McAllister** | | X | X | X | X | X | X | | R | | |
| Jasmine Ponce | | X | ABS | X | ABS | ABS | ABS | | X | | |
| Pablo Reyes | | X | X | X | X | X | ABS | | X | | |
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## School Readiness Committee

| Member | Dec. | Jan. | Feb. | Mar. | Apr. | May | Jun. | Jul. | Aug. | Sept. | Oct. |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **Monique Davis** | | | X | X | X | X | | | | | |
| Teresa Fajardo | | | | X | ABS | X | | | | | |
| Kaylonie Howard | | | | X | X | ABS | | | | | |
| Anastasia Lester | | | | | | X | | | | | |
| | | | | | | | | | | | |

## Planning Committee

| Member | Dec. | Jan. | Feb. | Mar. | Apr. | May | Jun. | Jul. | Aug. | Sept. | Oct. |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **Isabelle Diaz** | | ABS* | X | X | X | X | X | | ABS | X | |
| Nila Hogan | | X | X | X | X | ABS | X | | X | X | |
| Ashley McAllister | | X | X | X | X | X | X | | X | R | |
| Michelle Jara-Rangel | | | | X | X | X | X | | ABS | X | |
| | | | | | | | | | | | |
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## Board of Directors

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

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

| 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
# 2021 ~ 2022

| # | REGION 1 | Nov 2021 | Dec 2021 | Jan 2022 | Feb 2022 | Mar 2022 | Apr 2022 | May 2022 | June 2022 | July 2022 | Aug 2022 | Sept 2022 | Oct 2022 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | Dominique Bassi - Heritage | X | X | X | X | X | X | X | X | | X | | |
| 2 | Monique Davis - Martha J Morgan | X | X | X | X | ABS | X | X | X | | ABS | | |
| 3 | *Vacancy* | | | | | | | | | | | | |
| 4 | *Vacancy* | | | | | | | | | | | | |
| # | REGION 2 | Nov 2021 | Dec 2021 | Jan 2022 | Feb 2022 | Mar 2022 | Apr 2022 | May 2022 | June 2022 | July 2022 | Aug 2022 | Sept 2022 | Oct 2022 |
| 1 | Andrea Martinez - East California | X | X | X | ABS | X | X | X | X | | X | | |
| 2 | *Vacancy* | | | | | | | | | | | | |
| 3 | *Vacancy* | | | | | | | | | | | | |
| 4 | *Vacancy* | | | | | | | | | | | | |
| # | REGION 3 | Nov 2021 | Dec 2021 | Jan 2022 | Feb 2022 | Mar 2022 | Apr 2022 | May 2022 | June 2022 | July 2022 | Aug 2022 | Sept 2022 | Oct 2022 |
| 1 | Ashley McAllister - Pete Parra | X | X | X | X | X | X | X | X | | R | | |
| 2 | Isabelle Diaz - Pete Parra | X | ABS | X | X | X | X | X | X | | X | | |
| 3 | Pablo Reyes - Harvey L. Hall | X | X | X | X | X | X | X | X | ABS | X | | |
| 4 | Kaylonie Howard - Harvey L. Hall | | | | | X | X | X | X | | X | | |
| # | REGION 4 | Nov 2021 | Dec 2021 | Jan 2022 | Feb 2022 | Mar 2022 | Apr 2022 | May 2022 | June 2022 | July 2022 | Aug 2022 | Sept 2022 | Oct 2022 |
| 1 | *Vacancy* | | | | | | | | | | | | |
| 2 | *Vacancy* | | | | | | | | | | | | |
| 3 | *Vacancy* | | | | | | | | | | | | |
| 4 | *Vacancy* | | | | | | | | | | | | |
| # | Home Base | Nov 2021 | Dec 2021 | Jan 2022 | Feb 2022 | Mar 2022 | Apr 2022 | May 2022 | June 2022 | July 2022 | Aug 2022 | Sept 2022 | Oct 2022 |
| 1 | Teresa Fajardo - Civilian Varela | | | | X | X | X | X | X | | X | | |
| 2 | *Vacancy* | | | | | | | | | | | | |
| # | ECC EHS Partnership | Nov 2021 | Dec 2021 | Jan 2022 | Feb 2022 | Mar 2022 | Apr 2022 | May 2022 | June 2022 | July 2022 | Aug 2022 | Sept 2022 | Oct 2022 |
| 1 | Jasmine Ponce - Escuelita Hernandez | X | ABS | X | X | X | X | X | X | | X | | |
| # | San Joaquin EHS Partnership | Nov 2021 | Dec 2021 | Jan 2022 | Feb 2022 | Mar 2022 | Apr 2022 | May 2022 | June 2022 | July 2022 | Aug 2022 | Sept 2022 | Oct 2022 |
| 1 | *Vacancy* | | | | | | | | | | | | |
| 2 | *Vacancy* | | | | | | | | | | | | |
| # | Community Representatives | Nov 2021 | Dec 2021 | Jan 2022 | Feb 2022 | Mar 2022 | Apr 2022 | May 2022 | June 2022 | July 2022 | Aug 2022 | Sept 2022 | Oct 2022 |
| 1 | Nila Hogan | X | X | X | X | X | X | X | X | | X | | |
| 2 | Anastasia Lester | | | | | | X | X | X | | X | | |
| 3 | *Vacancy* | | | | | | | | | | | | |
| # | Board Member | Nov 2021 | Dec 2021 | Jan 2022 | Feb 2022 | Mar 2022 | Apr 2022 | May 2022 | June 2022 | July 2022 | Aug 2022 | Sept 2022 | Oct 2022 |
| 1 | Michelle Jara-Rangel | | | | | X | X | X | X | | X | | |

| | |
|---|---|
| DATE | September 27, 2022 |
| 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 | (213) 204-2374 |
| MEETING ID | 799 157 755# |

## 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

| | | |
|---|---|---|
| Dominique Bassi | Kaylonie Howard | Pablo Reyes |
| Monique Davis | Michelle Jara-Rangel | |
| Isabelle Diaz | Anastasia Lester | |
| Teresa Fajardo | Andrea Martinez | |
| Nila Hogan | Jasmine Ponce | |

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. The Importance of Family Engagement – Maria Guadian, Family Engagement and Inclusion Manager

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 – August 23, 2022 (English/Spanish) ***(p. 11-21)***
   b. Bylaws Committee Minutes – August 9, 2022 (English/Spanish) ***(p. 22-25)***
   c. Budget and Finance Committee Minutes – August 16, 2022 (English/Spanish) ***(p. 26-29)***
   d. Head Start Budget to Actual Report, March 1, 2022, to August 31, 2022 ***(p. 30-32)***
   e. Early Head Start Budget to Actual Report, March 1, 2022, to August 31, 2022 ***(p. 33-35)***
   f. Early Head Start San Joaquin Budget to Actual Report, February 1, 2021 to August 31, 2022 ***(p. 36-37)***
   g. Early Head Start Child Care Partnerships Budget to Actual Report, March 1, 2021 to August 31, 2022 ***(p. 38-39)***

h. American Rescue Plan Funding Budget to Actual Report, April 1, 2021 to August 31, 2022 ***(p. 40-41)***
i. Parent Local Travel & Childcare through August 31, 2022 ***(p. 42-43)***
j. Parent Activity Funds through August 31, 2022 ***(p. 44-45)***
k. Year to Date Non-Federal Share In-Kind Report Detail, March 1, 2022 to August 31, 2022 ***(p. 46-51)***
l. Head Start Program Review Evaluation (PRE) Report – August 2022 ***(p. 52-53)***
m. ACF-IM-HS-22-06 Strategies to Stabilize the Head Start Workforce; Issuance Date: September 12, 2022 ***(p. 54-58)***
n. Children's Mobile Immunization Clinic – October 2022; Adventist Health (English/Spanish) ***(p. 59-60)***
o. How to Help Your Child Have a Successful Bedtime – Backpack Connection Series (English/Spanish) ***(p. 61-62)***
p. 5 Action Steps for Helping Someone in Emotional Pain – National Institute of Mental Health (English/Spanish) ***(p. 63-64)***
q. Warning Signs of Suicide – National Institute of Mental Health (English/Spanish) ***(p. 65-66)***
r. League of Dreams Brochure 2022 – (English/Spanish) ***(p. 67-70)***
s. ADAPTIdance Flyer – Kern Dance Alliance + League of Dreams ***(p. 71)***
t. Native C.O.R.E.-Three Rivers Pow Wow – October 1, 2022; Stockton, CA***(p. 72)***
u. Pumpkin Fair – October 1-2, 2022; (Downtown) Manteca, CA ***(p. 73)***
v. Lyle, Lyle, Crocodile – October 15, 2022; Studio Movie Grill Special Needs Screening, Bakersfield, CA ***(p. 74)***
w. Apple Festival – October 15-16, 2022; (Downtown) Tehachapi, CA ***(p. 75)***
x. Dr. Kirk Parent Training Annual Calendar – CAPK Head Start Family Wellness Services ***(p. 76)***
y. Head Start Recruitment Flyer ***(p. 77-78)***
z. Home Visiting Program Flyer ***(p. 79-80)***
aa. Planning Committee Meeting Dates ***(p. 81)***
bb. Budget & Finance Committee Meeting Dates ***(p. 82)***
cc. Policy Council Meeting Dates ***(p. 83)***

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

a. October Meeting Date Change – Lisa Gonzales, Program Governance Coordinator
b. EHS Child Care Partnership 2022-2023 Budget Revision – Sylvia Ortega, Quality Assurance Administrator ***(p. 84-85)***
c. EHS San Joaquin 2022-2023 Budget Revision – Sylvia Ortega, Quality Assurance Administrator ***(p. 86-87)***
d. Head Start Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA)/American Rescue Plan (ARP) 2022-2023 Budget Revision – Sylvia Ortega, Quality Assurance Administrator ***(p. 88-89)***

**7. <u>Standing Reports</u>**

a. Program Governance – Lisa Gonzales, Program Governance Coordinator
b. Community Representative – Nila Hogan Y-Empowerment, Anastasia Lester, First 5 Kern
c. Early Head Start San Joaquin – Nicole Nino, Family Engagement Specialist/Home Base Supervisor
d. Early Head Start Partnership – Jasmine Ponce
e. Board of Directors – Michelle Jara-Rangel, 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 p.m. September 23, 2022, by Lisa Gonzales, Program Governance Coordinator.*

| | |
|---|---|
| FECHA | 27 de septiembre, 2022 |
| HORA | 5:30 p.m. |
| UBICACIÓN | Reunión de Microsoft Teams<br>5005 Business Park North<br>Bakersfield, CA 93309 |
| ENLACE | Pulse el enlace para unirse a la junta |
| TELÉFONO | (213) 204-2374 |
| NÚMERO DE IDENTIFICACIÓN | 799 157 755# |

## Agenda del Concilio de Póliza

De acuerdo con la orden ejecutiva del gobernadora N-25-20, la reunión se llevará a cabo por teleconferencia. Los miembros del público pueden unirse a la teleconferencia o escuchar por 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 las personas, simboliza el espíritu de esperanza, mejora las comunidades y hace de América un mejor lugar para vivir. Estamos interesados en la comunidad y nos dedicamos a que la gente aprenda a ayudarse a sí misma y a otros.*

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

| | | |
|---|---|---|
| Dominique Bassi | Kaylonie Howard | Pablo Reyes |
| Monique Davis | Michelle Jara-Rangel | |
| Isabelle Diaz | Anastasia Lester | |
| Teresa Fajardo | Andrea Martinez | |
| Nila Hogan | Jasmine Ponce | |

2. **Comentarios públicos**
   *El público puede 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 su presentación.*

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

4. **Presentación**
   a. La importancia de la participación familiar – Maria Guadian, gerente de participación e incorporación familiar

5. **Agenda de consentimiento**
   La agenda de consentimiento 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 – 23 de agosto, 2022 (inglés/español)
   b. Resumen de la reunión del comité de estatutos – 9 de agosto, 2022 (inglés/español)
   c. Resumen de la reunión del comité de presupuestos y finanzas – 16 de agosto, 2022 (inglés/español)
   d. Presupuesto de Head Start vs Reporte actual, 1de marzo hasta el 31de agosto, 2022
   e. Presupuesto de Early Head Start vs Reporte actual, 1 de marzo hasta el 31 de agosto, 2022

f. Presupuesto de Early Head Start de San Joaquín vs Reporte actual, 1 de febrero, 2021 hasta el 31de agosto, 2022
g. Presupuesto de la asociacion de cuidado infantil Early Head Start vs Reporte actual, 1 de marzo, 2021 hasta el 31de agosto, 2022
h. Presupuesto de los fondos del Plan de rescate vs. Reporte actual, 1 de abril, 2021 hasta el 31de agosto, 2022
i. Viajes locales de padres y cuidado infantil hasta el 31de agosto, 2022
j. Fondos de actividades para padres hasta el 31 de agosto 31, 2022
k. Reporte de contribuciones no federales de Head Start y Early Head Start de Kern, 1de marzo hasta el 31 de agosto, 2022
l. Reporte de contribuciones no federales de Early Head Start de San Joaquín 1 de marzo hasta el 31 de agosto, 2022
m. Reporte de contribuciones no federales de la asociacion de cuidado infantil Early Head Start, 1de marzo hasta el 31 de agosto, 2022
n. Reporte de evaluación del programa Head Start (PRE, siglas en inglés) – agosto 2022
o. ACF-IM-22-06 Estrategias para estabilizar la fuerza laboral de Head Start; Fecha de emisión: 12 de septiembre de 2022
p. Clínica móvil de vacunación infantil – octubre 2022; Salud Adventista (inglés/español)
q. Cómo ayudar a su hijo a ir a la cama exitosamente – Series de conexión mochila (inglés/español)
r. Cinco pasos para ayudar a alguien con problemas emocionales – Instituto Nacional de Salud Mental (inglés/español)
s. Señales de advertencia sobre un suicidio – Instituto Nacional de Salud Mental (inglés/español)
t. Folleto de la liga de sueños 2022 – (inglés/español)
u. Volante de ADAPTIdance – Alianza de baile de Kern + Liga de sueños
v. C.O.R.E. Nativo – Reunión de Tres Ríos – 1 de octubre, 2022; Stockton, CA
w. Feria de calabazas – 1 y 2 de octubre, 2022; Centro de Manteca, CA
x. Cocodrilo, Lyle, Lyle –15 de octubre, 2022; Estudio Movie Grill presentación para personas de necesidades especiales, Bakersfield, CA
y. Festival de manzanas – 15 y 16 de octubre, 2022; Centro de Tehachapi, CA
z. Calendario anual de las capacitaciones para padres del Dr. Kirk – Servicios de bienestar familiar de Head Start de CAPK
aa. Volante de reclutamiento de Head Start
bb. Volante del programa de visitas a domicilio
cc. Horario de las juntas del comité de planeación
dd. Horario de las juntas del comité de presupuestos y finanzas
ee. Horario de las juntas del concilio de póliza

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

a. Cambio de fecha de la junta de octubre – Lisa Gonzales, coordinadora del programa de gobernanza
b. Revisión del presupuesto de la asociación de cuidado infantil EHS, ciclo 2022-2023 – Sylvia Ortega, administradora de control de calidad
c. Revisión del presupuesto de EHS de San Joaquín ciclo 2022-2023 – Sylvia Ortega, administradora de control de calidad
d. Revisión del presupuesto de la ley de asignaciones suplementarias y alivio para Head Start (CRRSAA)/American Plan de rescate americano (ARP) 2022-2023 – Sylvia Ortega, administradora de control de calidad

**7. <u>Reportes permanentes</u>**

a. Programa de gobernanza – Lisa Gonzales, coordinadora del programa de gobernanza
b. Representante comunitario – Nila Hogan Empoderamiento Y, Anastasia Lester, Primeros 5 de Kern
c. Early Head Start de San Joaquín – Nicole Nino, especialista de participación familiar/supervisora del programa de visitas a domicilio
d. Asociacion de cuidado infantil Early Head Start – Jasmine Ponce
e. Junta directiva – Michelle Jara-Rangel, miembro de la junta directiva de CAPK

f. Head Start/Desarrollo infantil estatal – Yolanda Gonzales, directora de Head Start/State desarrollo infantil estatal

**8. Reporte de la presidenta del concilio de póliza**

**9. Comentarios de los miembros del concilio de póliza**

**10. Próxima reunión programada**

**11. Conclusión**

*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 www.capk.org antes de las 12 p.m. el 23 de septiembre, 2022 por Lisa Gonzales, coordinadora del programa de gobernanza*

**COMMUNITY ACTION PARTNERSHIP OF KERN**
**POLICY COUNCIL COMMITTEE MEETING MINUTES**
**August 23, 2022**
**Teleconference ID: 574 249 122#**
**Per Governor's Executive Order N-25-20**

1. **Call to Order**
   Policy Council Chairperson, Andrea Martinez called the meeting to order at 5:31 p.m.
   **a.** Policy Council Vice Chairperson, Isabelle Diaz conducted roll call; quorum was established.
   Policy Council Members Present: Dominique Bassi, Isabelle Diaz, Teresa Fajardo, Nila Hogan, Kaylonie Howard, Michelle Jara-Rangel, Anastasia Lester, Andrea Martinez, Jasmine Ponce, Pablo Reyes

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.*
   None

3. **Standing Committee Reports**
   **a. School Readiness Committee**
   The current school readiness goal is social emotional. Head Start children are currently working on *The First Six Weeks* curriculum and Early Head Start is working on *Seats*. Parents are reminded to provide their child's teaching staff with a current email address to receive information on their child, weekly lesson plans and great family activities. Developmental Profile Assessments began on July 1, 2022 for children enrolled in full year programs. Parents are encouraged to support this process by completing the DRDP Parent Observation form. Parent conferences will be conducted August 30 through September 9, 2022. Parents were invited to follow CAPK Head Start across all social media platforms for s'more newsletters, additional family engagement activities, mental health wellness information, and more.
   **b. Planning Committee**
   The Policy Council Planning Committee was scheduled to meet on August 2, 2022 however this meeting was not conducted due to lack of quorum. The program reports for June and July will be presented to the full Council later in tonight's meeting. The next Planning Committee will be held on September 6, 2022 at 5:30 p.m.
   **c. Budget & Finance Committee**
   The Budget and Finance Committee met on August 16, 2022. Budget to actual financial documents for Head Start and Early Head Start grants were reported on as were Parent Activity Funds and Parent Local Travel and Reimbursement information. No-cost budget information for San Joaquin and Early Head Start Child Care Partnership were also reviewed as was the American Rescue Funding Plan. All items can be found in the consent agenda portion of the August Policy Council Packet. Other topics of discussion included the meeting time; member unanimously agreed to change the meeting start time from 5:30 p.m. to 6:00 p.m. The next meeting is scheduled for September 20, 2022 at 6:00 p.m.
   **d. Bylaws Committee**
   The Bylaws Committee met on August 9, 2022 and completed an overview of the final three modules of the self-paced Head Start Leadership and Governance Training. These three modules were, *Your Team*, *Your Tools* and *Be a Leader*. In addition to information provided specific to each topic, there were several scenarios with multiple-choice quiz questions which the committee discussed and answered as a group. The training also allowed for an opportunity to assume a leadership role in a provided scenario with outcomes presented based upon the responses chosen. This was the final scheduled meeting of the Bylaws Committee for the 2021-2022 term.

4. **Presentations**
   **a. Coordinated Entry System – Rebecca Moreno, CAPK Director of Community Development**
   Rebecca shared a PowerPoint presentation with the Council and spoke to what coordinated entry is. She shared that it is a process established in 2018 and used by CAPK and in partnership with Bakersfield Kern Regional Homeless Collaborative. Rebecca provided a brief history noting prior to the Coordinated Entry System (CES) people who were looking for services went to any and everyone, in a

somewhat scattered process. There were providers receiving anywhere from two to three hundred referrals per month, many of which were duplicate referrals resulting in potential clients being sent in various directions. In implementing the CES this process has been streamlined so that everyone who seeks services is assessed and then routed to the proper service provided. Rebecca shared various examples of clients and how they would be routed.

Rebecca shared that CAPK operates the processes and the procedures of coordinated entry, monitoring what is being done. However, those who are looking for services can go to any agency, it is operated as in an open-door manner.

Rebecca provided an overview of the coordinated entry system as it relates to CAPK. It was noted the agency operates 2-1-1 and works in conjunction with CES. Data reflective of 2019 indicates calls were very low, towards the end of the year in October there were 827 calls, while at the start of the year in January 2020 there already 776 calls. Higher number of calls were being hit, these are people calling in for services, they are either currently homeless or they have received an eviction notice and are at risk of being homeless. March of 2020 showed a slight increase, things stayed more or less the same, people were staying home and stimulus money was dispersed. However, in September things exploded, everyone started to feel the burden. Rebecca shared that leading into October the program partnered with the Housing Authority to distribute funds for rental assistance and subsequently taking calls for the Housing Authority to process applications. November of 2020 saw the highest number of calls creating a substantial backlog. Previously potential clients were able to receive a callback within 24 hours if not the same day. With the increase in calls the team was working overtime and on Saturdays to get back to that 24-hour turnaround time. Data was shared for 2021 callback time to show how hard the team is working to get back to calls within that 24-hour period. Rebecca added that CES is in the interagency referral list and encouraged all to share this information should they know of any family's experiencing homelessness or having some difficulties. Rebecca also shared her contact information if anyone should have any questions or would like more information.

**5. <u>Consent Agenda</u>** ***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 – June 28, 2022 (English/Spanish)
b. Bylaws Committee Minutes – August 9, 2022 (English/Spanish)
c. Head Start Budget to Actual Report, March 1, 2022, to July 31, 2022
d. Early Head Start Budget to Actual Report, March 1, 2022, to July 31, 2022
e. Early Head Start San Joaquin Budget to Actual Report, February 1, 2021 to July 31, 2022
f. Early Head Start Child Care Partnerships Budget to Actual Report, March 1, 2021 to July 31, 2022
g. American Rescue Plan Funding Budget to Actual Report, April 1, 2021 to July 31, 2022
h. Parent Local Travel & Childcare through July 31, 2022
i. Parent Activity Funds through July 31, 2022
j. Kern Head Start and Early Head Start Non-Federal Report, March 1, 2022, to July 31, 2022
k. San Joaquin Early Head Start Non-Federal Report, March 1, 2022, to July 31, 2022
l. Kern Early Head Start Child Care Partnerships Non-Federal Report, March 1, 2022 to July 31, 2022
m. Head Start Program Review Evaluation (PRE) Report – June 2022 & July 2022
n. Children's Mobile Immunization Clinic – August 2022; Adventist Health (English/Spanish)
o. Beat the Heat: Keep Cool When the Temperature Soars – San Joaquin County Public Health Services (English/Spanish)
p. Heat Related Illnesses – Center for Disease Control (English/Spanish)
q. Educate Everyone Who Cares for Your Child – National Safety Council (English/Spanish)
r. How to Understand the Meaning of Your Child's Challenging Behavior – Backpack Connection Series (English/Spanish)
s. Tell Me What to Do Instead – WestEd Family Version
t. Virtual Self-Paced Positive Parenting Series: Growing Human(E)Beings – July 1, 2022
u. Head Start Recruitment Flyer
v. Home Visiting Program Flyer
w. Planning Committee Meeting Dates

x. Budget & Finance Committee Meeting Dates
y. Policy Council Meeting Dates

Item (m) was removed from the consent agenda for review and discussion as the reports were not reviewed at the recent Planning Committee meeting due to lack of quorum. Robert Espinosa, Program Design and Management Administrator reviewed in detail enrollment numbers/percentages for all program options, staffing, meal count information as well as program updates and compliance. Upon conclusion of review of the program/division reports, Michelle Jara-Rangel made a motion to approve consent items (a) through (y); seconded by Nila Hogan. Motion carried unanimously.

**6. New Business** ***ACTION**

**a.** None

**7. Standing Reports**

**a. Program Governance – Lisa Gonzales, Program Governance Coordinator**

Lisa thanked attendees for taking the time to join tonight's meeting. She spoke about the Head Start recruitment flyers that were included in the Policy Council Packet mailing. Lisa shared the hope was these flyers could be shared with others perhaps, in the grocery store, with other religious or social groups, etc. in support of the program with the hope to help grow enrollment.

Lisa reminded members there is still time to sign up for the self-paced Positive Parenting Series. She recapped the series noting there are six modules for a total of approximately nine hours with participants having until September 30, 2022 to complete. Upon completion participants will receive a professional development certificate. Lisa shared that several Council members have participated in the series and completed the course. She added there has been a lot of interest and support from San Joaquin and many parents have already completed the course as well.

It was shared that Ashley McAllister, former 2021-2022 Policy Council member and treasurer wished to express her thanks and appreciation to members for the opportunity to serve on the Council. She also wanted to send well wishes noting she knows members will continue to do a great job for the remainder of the term. Lisa shared Ashley recently, relocated out of state.

Lisa discussed Parent Meetings noting they will be resuming in September adding this is a very important component of the program not only for new learning and receiving information but for those parents or guardians who are interested in serving on the Council for the 2022-2023 term. She stated to be considered for election to Policy Council interested parties must attend their respective Parent Meeting and be elected as a Regional Parent Committee (RPC) Representative. In addition, as an RPC representative they must also attend the RPC Meeting which is where elections for Policy Council members takes place.

It was shared there are only two more Policy Council meetings left in the 2021-2022 term as well as two more committee meetings for both Budget & Finance and Planning members. Lisa stated she is hoping that the final meeting can be held in person to culminate the end of the term and to express appreciation for the time and commitment members have given. She will keep everyone posted as the time draws closer and more information is available. Lisa again thanked members for their attendance and for their commitment.

**b. Community Representative – Nila Hogan, Y-Empowerment and Anastasia Lester, First 5 Kern**

Nila, shared information about a free afterschool program, which started in mid-August and is provided by the City of Bakersfield through the Sliver Creek Community Center. The program is for children ages 6 – 11 years of age. Children are dropped off, and can participate in activities, play at the park and more.

Nila also shared that the City of Bakersfield is hosting its first ever job fair which is scheduled to take place at Mill Creek Park, this Friday, August 26, 2022 from 9:00 a.m. to 12:00 p.m. There are many employment vacancies with a lot of great opportunities.

Anastasia noted that information was provided to members along with their Policy Council packet mailing. This information included a variety of family friendly "national" days. Examples shared

included, National Food Bank Day, National Read a Book Day, National Grandparents Day and more. Ana spoke to several of the topics, providing additional detailed information.

**c. Early Head Start San Joaquin – Nicole Nino, EHS San Joaquin, Family Engagement Specialist & Home Base Coordinator**

Nicole shared that the monthly Pyramid Model s'more was sent at the beginning of August and has had 187 views to date. The newsletter contained information on the Pyramid Model topics and featured a video on the importance of creating routines and schedules. Parent handouts included information on praise and how to understand your child's challenging behavior (from the Pyramid Model backpack series.) The monthly father/family engagement activity was to share the story of your family name. Families had the opportunity to share how they chose their child's name or the history of their family name. Completed projects will be posted in center-based classrooms and will be shared during socializations for the home-based program option. CAPK San Joaquin will be hosting three dental clinics in August so families can receive preventative dental care. Two of the three clinics have been completed to date with twenty-four participants receiving preventative care. The final event will take place on August 30, 2022 with an expected attendance of ten participants. There was a large recruitment event which took place on August 18, 2022 at Cesar Chavez High School. Flyers were passed out to families attending the event with twelve interest slips completed. In support of reaching full enrolment, staff is also out in the community recruiting at a variety of locations including, laundromats, WIC offices, elementary schools and more.

**d. Early Head Start Partnership – Jasmine Ponce**

Jasmine shared on July 18, 2022 Senator Shannon Grove visited Garden Pathways and read to children to promote the Imagination Library program which provides monthly free books to low-income families. Books are offered in English, Spanish and in Braille. Family advocates attended the Stay Focused Backpack giveaway on July 25, 2022 as well as the August 4, 202 Kern County Child Support Backpack Giveaway event. They had the opportunity to share program information with families. There are also several ongoing recruitment efforts. Escuelita Hernandez recently completed an electrical upgrade to prepare for the new fire system installation for the infant classroom. The Bakersfield College center is awaiting a licensing inspection to open their new 18-month classroom.

**e. Board of Directors – Michelle Jara-Rangel, CAPK Board Member**

Michelle reported the Board of Directors (BOD) met on June 29, 2022. Jerry Meade, (Assistant Director Head Start/State Child Development – Program) presented a video highlighting two former Head Start children who have started their own business selling lemonade. They have attended recruitment events and share their positive experiences in the Head Start program. All consent agenda items were approved as were new business items. Most notably approved was term limits for members of the private sector, a 2.28% Cost of Living Adjustment for employees as well as the Head Start program option changes and budget revision. Board Chair, Fred Plane directed staff to add this item (Head Start program option changes and budget revision) to both the Personnel Committee and Budget & Finance Committee. Nila Hogan presented the Policy Council report to the board. Jeremy Tobias provided a verbal report on the status of COVID cases noting there has been a sharp increase of COIVD-19 cases both at CAPK and in the community. Jeremy also shared that CAPK received the Beautiful Bakersfield Award for Nonprofit of the Year. The board convened for closed session for conference with labor negotiators. Upon reconvening Jeremy Tobias reported the Board unanimously approved the 3-year contract with SEIU Local 521. This meeting of the CAPK Board of Directors adjourned at 2:08 p.m.

**f. Head Start/State Child Development – Yolanda Gonzales, Head Start/State Child Development Director**

Yolanda stated that many reports have been shared this evening with a reoccurring theme which is that we (the program) are continuing to work really hard on recruitment. She shared we are in our second week of classes for our part year program and very excited about that.

She also shared staff has been working on ongoing trainings and that staff are also working on recruitment, including recruitment of teachers as there are a lot of vacancies to fill. Various strategies are being looked at in support of recruiting staff. Yolanda expressed thanks to the CAPK Board of Directors for their approval of a stipend to support staff retention.

Yolanda spoke to the COVID guidelines and noted program is continuing to monitor guidelines from CDC and guidance from the Office of Head Start (OHS). She added there is still a lot of concern, and she has received many calls regarding masking of children noting we are under the directive of OHS and there has not yet been any other directive other than the need for masking still stands. She will continue to keep everyone updated.

Transitional Kindergarten (TK) may be a bit of a challenge in the recruitment of children, but staff is attending outreach events, and educating parents about our program making every effort to support full enrollment.

In closing Yolanda thanked staff for all they do adding we are looking forward to a great year. Policy Council members were thanked for all their support and commitment to the families we serve and to the community. Yolanda added she is looking forward (hopefully) to coming together in person in October and that she hoped to see returning members on Policy Council for the upcoming 2022-2023 term.

**8. Policy Council Chairperson Report**

Andrea stated she only has a few more meetings left as her little one successfully completed the program and has just started kindergarten. She added that information she will bring forth over these next few meetings will primarily be on special education and/or special needs as that is what she is most familiar with and learning more about.

Andrea shared she recently learned about movie screenings for special needs children and recently took her daughter to a movie. The experience is sensory friendly, the lights are turned up a little (not completely dark), it's not as loud as a traditional movie showing. Children can move around, talk, dance in the aisle, they do not have to remain still in their seat. In continuing on the topic of activities, Andrea also spoke about the League of Dreams and the various activities they have for special needs children and young adults, from cheerleading to baseball to virtual karate and more. She noted her daughter has signed up for basketball. The website was shared with members for those who would like more information.

In closing Andrea shared her experience as a parent of a child who rides the school bus, in the event it may help to ease anyone's mind who also has a child (especially one in special education) who is or will be riding the bus. She shared she was apprehensive and nervous about putting her tiny little girl on the bus. However, it has turned out to be such a positive experience. The bus picks up right in front of the home, children are strapped in and safe; Andrea's daughter absolutely adores the bus driver and the aides. She shared as a single parent this is a big help; adding if this is in your future just know it can be a great experience.

**9. Policy Council Member Comments**

Members were given an opportunity to share comments. Jasmine asked a bit about the movie sensory friendly movie theater experience. Teresa shared that the Maya Theater not only has sensory days as well but also has a family room that is much quieter, the lights are dimmed, and children can walk around freely without having access to an exit. She shared that she has used that room with her children, and it's worked out well.

Michelle asked where the job fair would be held, Nila provided this information adding she would also provide a flyer for members as well.

Andrea also provided additional information about the League of Dreams adding programs are available for those 5 years of age to 22 years of age with physical, developmental and/or cognitive disabilities. When registering the program will ask for the first page of a participants Individualized Educational Plan (IEP).

**10. Next Scheduled Meeting**

The next meeting will be held on September 27, 2022, at 5:30 p.m.

**11. Adjournment**

Meeting was adjourned at 6:30 p.m.

**ASOCIACION DE ACCION COMUNITARIA DE KERN**
**RESUMEN DE LA JUNTA DEL CONCILIO DE POLIZA**
**23 de agosto, 2022**
**Numero de identificación de la teleconferencia: 574 249 122#**
**Por Orden Ejecutiva Gubernamental N-25-20**

1. **Convocación de reunión**
   La presidenta del concilio de póliza Andrea Martinez llamo la junta al orden a las 5:31 p.m.
   **a**. La vicepresidenta del concilio de póliza, Isabelle Diaz pasó lista; se estableció cuórum. Miembros del comité presentes: Dominique Bassi, Isabelle Diaz, Teresa Fajardo, Nila Hogan, Kaylonie Howard, Michelle Jara-Rangel, Anastasia Lester, Andrea Martinez, Jasmine Ponce, Pablo Reyes

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 los temas al personal para su estudio y análisis.* ***Los oradores están limitados a tres minutos cada uno****. Si más de una persona desea tocar el mismo tema, se otorgará un total de 10 minutos. Favor de proporcionar su nombre antes de su presentación. Gracias*
   Ninguno

3. **Reportes de comités permanentes**
   a. **Comité de preparación escolar**
      La meta actual del preparación escolar está enfocada en las habilidades socioemocionales. Los niños de Head Start están trabajando en el plan de estudios de las primeras seis semanas y Early Head Start está trabajando en los asientos. Se recuerda a los padres que proporcionen al personal su correo electrónico para poder recibir informacion sobre su hijo (a), los planes de lecciones semanales y un sinnúmero de excelentes actividades para la familia. Las evaluaciones del perfil de desarrollo comenzaron a impartirse el 1 de julio, 2022 para los alumnos inscritos en programas de año completo. Se exhorta a los padres a completar el formulario DRDP (observación de los padres. Las conferencias se llevarán a cabo el 30 de agosto al 9 de septiembre de 2022. Se invitó a los padres a acceder a todas las plataformas de redes sociales de CAPK, para poder recibir los boletines Smore, actividades adicionales de participación familiar, así como informacion sobre bienestar de salud mental y mucho más.
   b. **Comité de planeación**
      El comité de planeación del concilio de póliza estaba programado a reunirse el 2 de agosto, 2022, sin embargo, esta reunión no se llevó a cabo debido a la falta de cuórum. Los informes del programa para los meses de junio y julio se presentarán al pleno del concilio más adelante en esta reunión. La próxima junta del comité de planeación se llevará a cabo el 6 de septiembre del presente año a las 5:30 p.m.
   c. **Comité de presupuestos y finanzas**
      El comité de presupuestos y finanzas se reunió el 16 de agosto del presente año. Durante esta junta se revisaron los documentos y gastos actuales para los subsidios de Head Start y Early Head Star, al igual que los fondos de actividades para los padres, viajes locales y la informacion de reembolsos para los padres. También se revisó la información del presupuesto del subsidio de San Joaquín, la asociacion de cuidado infantil, así como el plan de rescate americano. Toda la informacion se puede encontrar el paquete del concilio de póliza de agosto. Otros temas de discusión incluyeron la hora de la reunión en donde los miembros decidieron unánimemente cambiarla de las 5:30 p.m. a las 6:00 p.m. La próxima reunión se llevará a cabo el 20 de septiembre del presente año a las 18:00 horas.
   d. **Comité de estatutos**
      El comité de estatutos se reunió el 9 de agosto, 2022 en donde se revisaron los últimos tres módulos de la capacitación de liderazgo y gobernanza de Head Start. Estos tres módulos titulados su equipo, sus herramientas y como ser un líder. Además, se proporcionó información específica sobre cada tema, se presentaron diferentes escenarios, y se culminó con una pequeña prueba de opción múltiple, los miembros del comité discutieron y contestaron las pruebas en grupo. La capacitación dio la oportunidad a los miembros de asumir un papel de liderazgo en un escenario, se proporcionaron resultados en función a las respuestas que se eligieron. Esta fue la última reunión del comité de estatutos para el periodo 2021-2022.

4. **Presentaciones**

   a. **Sistema de ingreso coordinado – Rebecca Moreno, directora de desarrollo comunitario de CAPK**

   Rebecca hizo una presentación de Power Point sobre el sistema de ingreso coordinado. Informó que este proceso se estableció durante el 2018 y además de CAPK y en asociacion con la colaborativa regional de desamparados de Bakersfield y Kern. Rebecca presentó una breve reseña sobre este sistema de ingreso coordinado (CES, siglas en inglés), añadiendo que las personas antes de contar con este sistema iban a diferentes agencias en busca de servicios, un proceso que se tornaba un poco incongruente. Había proveedores que recibían en promedio de doscientos a trecientas referencias por mes, muchas de estas eran duplicados, lo que daba como resultado el enviar a los clientes potenciales en diferentes direcciones. Al implementar este sistema, el proceso se ha simplificado para todas las personas que estén en busca de servicios, se les someta a una evaluación y como consecuencia se les envía al servicio adecuado. Rebecca presentó varios ejemplos de los clientes y cómo se les enviará a la agencia correcta.

   Rebeca añadió que opera bajo los procedimientos de ingreso coordinado, y este se monitorea de acuerdo con el servicio que se le ofrezca al cliente. Sin embargo, las personas que buscan servicios pueden acudir a cualquier agencia de su preferencia, las cuales los reciben con los brazos abiertos.

   Rebecca proporcionó una descripción general del sistema de ingreso coordinado con relación a CAPK. Señaló que la agencia opera bajo el 2-1-1quienes cuentan con acceso a CES. De acuerdo con los datos arrojados durante el 2019, el sistema indica que el número de llamadas fueron bastante bajas hacia el final de año, en octubre solo se recibieron 827 llamadas, comparados con el principio del año 2020 para cuando entonces ya se habían recibido 776 llamadas. Se continuó recibiendo un alto número de llamadas de personas que estaban solicitando servicios, que estaban sin hogar o que habían recibido un aviso de desalojo, y corrían el riesgo de quedarse sin hogar. Marzo del mismo año mostró un ligero aumento de llamadas, y lo siguientes meses se mantuvieron más o menos igual, la gente se quedó en casa y se distribuyó el dinero del estímulo. Sin embargo, en septiembre las cosas cambiaron drásticamente, y las personas comenzaron a sentir los cambios, Rebecca informó que antes del mes de octubre, el programa se asoció con la autoridad de vivienda, para distribuir fondos de asistencia para el pago de alquiler y posteriormente recibieron llamadas a nombre de la misma agencia para procesar solicitudes. En noviembre del mismo año hubo un aumento significativo de llamadas, las cuales crearon una lista de espera. Anteriormente a noviembre los clientes que llamaban recibían una llamada en un periodo de 24 horas, o hasta el mismo día. Con el aumento de llamadas, se le pidió a los empleados trabajar tiempo extra los sábados para reanudar el contacto durante las primeras veinticuatro horas. Rebecca agregó que el CES, se encuentra en la lista de diferentes agencias de referencias y se exhorta a la comunidad a compartir esta información, por si conocen a alguna familia que esté experimentando falta de vivienda o algunas dificultades. Por último, Rebecca compartió su información de contacto, por si alguien deseaba hacerle algunas otras preguntas o más información

5. **Agenda de aprobación** ***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 que un miembro del concilio, o el público solicite la eliminación de un elemento en particular. Si se solicita un comentario o aclaración, dicho elemento se eliminará de la agenda de aprobación y se discutirá en el orden indicado.*

a. Resumen de la reunión del concilio de póliza – 28 de junio, 2022 (inglés/español)
b. Resumen de la reunión del comité de estatutos – 9 de agosto, 2022 (inglés/español)
c. Presupuesto de Head Start vs Gastos actuales, 1de marzo hasta el 31 de julio, 2022
d. Presupuesto de Early Head Start vs Gastos actuales, 1de marzo hasta el 31 de julio, 2022
e. Presupuesto de Early Head Start de San Joaquín vs Gastos actuales, 1 de febrero, 2021 hasta el 31 de julio, 2022
f. Presupuesto de la asociacion de cuidado infantil vs Gastos actuales, 1de marzo hasta el 31 de julio, 2022
g. Gastos de financiamiento del Plan de Rescate Americano,1 de abril, 2021 hasta el 31 de julio, 2022
h. Viajes locales de padre y cuidado infantil hasta el 31de julio, 2022
i. Fondos de actividades para padres hasta el 31 de julio, 2022
j. Reporte de contribuciones no federales de Head Start y Early Head Start de Kern, 1de marzo hasta el 31 de julio, 2022

k. Reporte de contribuciones no federales de Early Head Start de San Joaquín, 1de marzo hasta el 31 de julio, 2022
l. Reporte de contribuciones no federales de la asociacion de cuidado infantil de Kern, 1de marzo hasta el 31 de julio, 2022
m. Reportes de evaluación del programa Head Start (PRE, siglas en inglés) – junio y julio 2022
n. Clínica móvil de vacunación infantil – agosto 2022; Salud Adventista (inglés/español)
o. Combata el calor: Manténganse fresco cuando las temperaturas suban – Servicios de salud pública del condado de San Joaquín (inglés/español)
p. Enfermedades relacionadas con el calor – Centro para el control de enfermedades (inglés/español)
q. Eduque a todas las personas que cuidan de su hijo (a) – Consejo nacional de seguridad (inglés/español)
r. Cómo entender el significado del comportamiento desafiante de su hijo– Series de conexión Mochila (inglés/español)
s. Dime qué hacer – Versión de la familia WestEd
t. Serie virtual de paternidad positive a su propio ritmo: Seres humanos en crecimiento (E) – 1 de julio, 2022
u. Volante de reclutamiento de Head Start
v. Volante de reclutamiento de servicios a domicilio
w. Horario de las juntas del comité de planeación
x. Horario de las juntas del comité de presupuestos y finanzas
y. Horario de las juntas del concilio de póliza

El punto (m) se eliminó de la agenda de consentimiento para revisión y discusión, debido a que los reportes no se revisaron en la junta del comité de planeación, la cual no se llevó a cabo debido a la falta de cuórum. Robert Espinosa, administrador de diseño y gestión de programas, revisó las cifras de inscripción de todos los programas, el número de empleados, y la distribución de alimentos, así como las actualizaciones y cumplimiento del programa. Al concluir la revisión de los informes, Michelle Jara-Rangel, presentó una propuesta para aprobar los incisos de la (a) hasta la (y); esta fue secundada por Nila Hogan. Propuesta aprobada por unanimidad.

**6. <u>Nuevos intercambios</u>** ***ACCIÓN**

**a.** Ninguno

**7. <u>Reportes permanentes</u>**

**a. Programa de gobernanza – Lisa Gonzales, coordinadora del programa de gobernanza**

Lisa agradeció a los presentes por su asistencia a la junta de esta noche. Habló sobre los volantes de reclutamiento que se incluyeron en el paquete del concilio de póliza que se envió por correo. Expresó su deseo de que los miembros puedan repartir estos volantes en las iglesias, las tiendas de abarrotes, etc., para apoyar el aumento de inscripciones en el programa.

También les recordó que todavía hay tiempo para inscribirse en las series de crianza positiva. Explicó que las series constan de seis módulos que toman aproximadamente nueve horas para completarse, la fecha límite para completar las series es el 30 de septiembre del presente año. Al finalizar, los participantes recibirán un certificado de desarrollo profesional. Lisa agregó que varios miembros han participado y completado el curso. Agregó que, en el condado de San Joaquín, también otros padres han completado el curso.

Se informó que Ashley McAllister quien había fungido como tesorera del concilio de póliza para el termino 2021-2022, expresó su agradecimiento y aprecio por haber tenido la oportunidad de servir en el concilio. Envió buenos deseos, agregando que estaba segura de que los miembros restantes continuarán haciendo un excelente trabajo para el resto de este periodo. Lisa informó que Ashley se mudó a otro estado.

Lisa informó que las juntas de padres se reanudarán en septiembre y agregó que este es un componente muy importante del programa para el nuevo aprendizaje y recibir información, sino que también funciona como reclutamiento de padres que estén interesados en el concilio para el próximo periodo 2022-2023. Agregó que, para poder ser elegible, las personas interesadas deben asistir a las juntas de padres y ser seleccionado como representante del comité regional de padres (RPC, siglas

en inglés). Como representante de RPC, también se debe asistir a las reuniones de RPC, que es donde se llevan a cabo las elecciones para los miembros del concilio de póliza.

Por ultima se informó que ya solo quedan dos reuniones del concilio de póliza para este periodo (2021-2022), así como también para los comités de presupuestos y finanzas y planeación. Lisa dijo que espera que la reunión final se pueda realizar en persona para culminar el termino y expresar su agradecimiento por el tiempo y el compromiso que han brindado los miembros. Lisa continuará informando conforme se acerque la fecha y contemos con más información. Lisa agradeció a los miembros por su asistencia y compromiso.

**b. Representante comunitario – Nila Hogan, Empoderamiento Y; Anastasia Lester, Primeros 5 Kern**

Nila informó informacion sobre un programa extracurricular gratuito que inició a mediados de agosto en el centro comunitario Silver Creek. Este programa es para niños de 6 a 11 años. Este programa proporciona cuidado infantil en donde participan en actividades, juegos entre otras cosas.

Nila agregó que el 26 de agosto del presente año se llevará a cabo una feria de empleos en el parque Mill Creek de 9 a 12 del mediodía. Estarán presentes varias compañías que cuentan con una gran cantidad de oportunidad de empleos.

Anastasia señaló que proporcionó información sobre una variedad de días nacionales para la familia. Algunos ejemplos incluyen el día nacional del banco de alimentos, el día nacional de la lectura, y el día nacional de los abuelos entre otros. Anastasia habló sobre una variedad de temas, brindado información detallada.

**c. Early Head Start de San Joaquín – Nicole Nino, especialista de compromiso familiar y coordinadora del programa de servicios a domicilio de San Joaquín.**

Nicole informó que el boletín mensual Smore se envió a principio de agosto y hasta la fecha ya cuenta con 187 visitas. El boletín incluyó información sobre el modelo pirámide que tocaba el tema sobre la importancia de crear rutinas y horarios. También incluyó informacion sobre cómo entender el comportamiento desafiante de su hijo (de las series mochila del modelo pirámide). La actividad mensual de participación varonil y la familia abordó el tema de los apellidos. Las familias tuvieron la oportunidad de compartir la elección del nombre del alumno o la historia del apellido de su familia. Los proyectos se exhibirán en los salones de la guardería y también durante las socializaciones para los participantes de servicios a domicilio. CAPK de San Joaquín llevará a cabo tres clínicas dentales durante agosto para que las familias reciban servicios dentales preventivos. Se han llevado a cabo dos clínicas en las que han participado 24 personas. La clínica del 30 de agosto espera la asistencia de diez personas. El 18 de agosto se llevó a cabo un evento de reclutamiento en la escuela secundaria Cesar Chavez. Se repartieron volantes y se recibieron doce solicitudes de personas interesadas. Para poder contar con inscripción completa, el personal continúa reclutando en diferentes lugares como lavanderías, la oficina de WIC, escuelas primarias entre otros.

**d. Asociacion de cuidado infantil Early Head Start – Jasmine Ponce**

Jasmine informó que la senadora Shannon Grove, visitó Garden Pathways, durante su visita leyó a los niños, como parte del programa de biblioteca imaginaria, el cual proporciona libros gratuitos para las familias de bajos recursos. Los libros se ofrecen en español, inglés y braille. Los defensores de las familias asistieron a la distribución de mochilas de un evento llamado Mantente Enfocado, que se llevó a cabo el 25 de julio del presente año, también asistieron a otro evento de distribución de mochilas, patrocinado por el departamento de manutención infantil del condado de Kern, el cual se llevó a cabo el 4 de agosto del año en curso. Durante este último evento, se tuvo la oportunidad de compartir información sobre el programa con las familias. En la escuelita Hernández terminó la actualización de la red eléctrica en preparación del nuevo sistema contra incendios del salón destinados para los bebés. La guardería del colegio de Bakersfield, continua en espera de la inspección para la licencia y que así puedan inaugurar el nuevo salón para infantes de 18 meses.

**e. Junta directiva– Michelle Jara-Rangel, miembro de la junta directiva de CAPK**

Michelle reportó que la junta directiva se reunió el 29 de junio del presente año. Jerry Mead, subdirector del programa presentó un video de dos niños que asistieron al programa de Head Start y comenzaron su propio negocio vendiendo limonada. El programa ha estado en varios eventos de reclutamiento y comparten las experiencias positivas que tuvieron en el programa de Head Start. Todos los incisos de la agenda de consentimiento se aprobaron, así como también los nuevos intercambios. Unos de los incisos más notables, fue la aprobación de los límites de mandato para los miembros del sector privado, el ajuste del aumento del costo de vida por 2.28% para los empleados, así como los cambios en las opciones del programa Head Start y la revisión del presupuesto. El

presidente de la junta, Fred Plane, solicitó la adición de un inciso titulado: cambios en las opciones del programa Head Start y la revisión del presupuesto, tanto ambos comités, el de presupuestos y finanzas y el de personal. Nila Hogan, presentó el informe del concilio de póliza. Jeremy Tovias proporcionó un informe verbal sobre los casos de COVID, señalando que han ido en aumento, tanto en CAPK como en la comunidad. Jeremy también informó que CAPK, recibió el premio Beautiful Bakersfield en la categoría de organizaciones sin fines de lucro. La junta se reunió para sesión cerrada para tener una conferencia con los negociadores laborales. Una vez finalizada, Jeremy Tobías reportó que se aprobó la extensión de un contrato de 3 años con SEIU local 521. La reunión de la junta directiva culminó a las 2:08 p.m.

**f. Head Start/Desarrollo infantil estatal – Yolanda Gonzales, directora de Head Start/Desarrollo infantil estatal**

Yolanda dijo que, dentro de los varios informes de esta noche, el tema recurrente fue que se continúa trabajando en el reclutamiento. Añadió que estamos en la segunda semana de clases para el programa de medio año y está muy emocionada por ello.

También informó que el personal continúa impartiendo capacitaciones y también está trabajando en el reclutamiento de maestros, ya que existen muchas vacantes por cubrir. Se están estudiando varias estrategias de contratación. Yolanda expresó su agradecimiento para la junta directiva, por la aprobación de la remuneración para apoyar la retención del personal.

Yolanda habló sobre las nuevas guías de COVID y señaló que nuestro programa continúa monitoreando las reglas de CDC y la oficina nacional de Head Start (OHS, siglas en inglés) Agregó que todavía existe mucha preocupación sobre el tema, y continúan recibiendo llamadas sobre el uso de cubre bocas para los niños, señalando que continuamos bajo la dirección de OHS y que aún no se emite una regla diferente al uso de cubrebocas. Yolanda continuará informando a todos con la información más reciente.

El programa de transición del jardín de ninos, será un desafío para inscripción, pero el personal continúa asistiendo a eventos en los que informa a la población sobre nuestro programa, haciendo todo lo posible para contar con inscripción completa.

Para terminar, Yolanda agradeció al personal por todo el esfuerzo agregando la esperanza de un excelente año. Agradeció a los miembros del concilio de póliza por todo su apoyo y compromiso con las familias y la comunidad a la que servimos. Yolanda agregó que espera que podamos reunirnos en persona en octubre y también espera que algunos de los miembros regresen para el próximo periodo 2022-2023.

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

Andrea dijo que solo quedan un par de reuniones más, ya que su hija terminó con éxito el programa y acaba de comenzar el jardín de niños. Agregó que la información que se presentará en las próximas reuniones se enfocarán en la educación para los niños con necesidades especiales, un tema con el que ella está más familiarizada.

Andrea agregó que recientemente se enteró que se presentan películas infantiles para niños con necesidades especiales en el cine, añadiendo que llevó a su hija a una de esas películas. Andrea se complació con la experiencia, las luces no las apagan por completo, no hay mucho ruido como en la proyección tradicional. Los niños tienen la facilidad de hablar, moverse, hablar y bailar en los pasillos y no se tienen que quedar quietos en su asiento. Al continuar con el tema de actividades, Andrea también hablo sobre la liga de sueños y las diversas actividades que tienen tanto como para niños, jóvenes y adultos con necesidades especiales, que van desde porristas hasta beisbol, karate virtual entre muchas otras. Se compartió la información sobre el sitio web con los presentes.

Para terminar, Andrea compartió su experiencia como madre de un niño que viaja en un autobús escolar. Informó que al principio estaba aprensiva y nerviosa sobre el tema, sin embargo, ha resultado ser una experiencia positiva para su hija. El autobús pasa por su hija enfrente de la casa, se les pone los cinturones de seguridad, y su hija se lleva bien con el conductor y sus ayudantes. Agregó que esto es un alivio para ella como madre soltera, agregando que, si alguno de los presentes se encuentra en esta situación, ella quiere que sepan que esto se puede convertir en una gran experiencia.

**9. Comentarios de los miembros del concilio de póliza**

Se les dió a los miembros la oportunidad de compartir comentarios. Jasmine preguntó sobre la experiencia sensorial del cine. Teresa añadió que los cines Maya cuentan con días sensoriales, y también familiares con luces tenues, en donde los niños pueden caminar libremente sin tener acceso a una salida. Agregó que ella ha hecho uso de esta salida con buenos resultados.

Michelle preguntó sobre la feria de trabajo, Nila proporcionó la información y agregó que también repartiría un folleto para todos los miembros.

Andrea también proporcionó información adicional sobre los programas de la liga de sueños que están disponibles para personas de 5 a 22 años con discapacidades físicas, de desarrollo y/o cognitivas, Al registrarse en el programa le pedirá la primera página del plan educativo individualizado (IEP, siglas en inglés) de los participantes.

**10. Próxima reunión programada**

La próxima junta se llevará a cabo el 27 de septiembre, 2022, a las 5:30 p.m.

**11. Conclusión**

La junta concluyó a las 6:30 p.m.

Community Action Partnership of Kern Head Start/State Child Development

**Policy Council Bylaws Committee Meeting Minutes**

**August 9, 2022**

Call in Number: (213) 204-2374

Teleconference ID: 864492 87#

Per Governor's Executive Order N-25-20

1. **Welcome**
   Chairperson, Dominique Bassi welcomed members to the meeting.

2. **Call to Order**
   **a.** The meeting was called to order at 5:30 p.m.

3. **Roll Call and establish Quorum (half plus one)**
   **a.** Quorum was established; all members were in attendance.
   **b.** **Present:** Dominique Bassi, Andrea Martinez, Pablo Reyes

4. **Approval of Agenda**
   Pablo Reyes made a motion to approve the agenda dated August 9, 2022; seconded by Andrea Martinez. Motion carried.

5. **Approval of Minutes**
   Andrea Martinez made a motion to approve the minutes dated June 14, 2022; seconded by Pablo Reyes. Motion carried.

6. **Introduction of Guests**
   None

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

8. **Presentation / Discussion Items**
   **a. Head Start Leadership and Governance Training**
   Lisa reminded members that she had previously sent the link to the website for members to freely navigate on their own. In recapping modules covered, Lisa shared all topics previously covered while summarizing the balance of the modules not yet completed as a group. Brief discussion took place, and the consensus of the committee was to have a brief overview of each of the remaining components. Modules summarized included, *Your Team*, *Your Tools* and *Be a Leader*.

   *Your Team* outlines the various entities who comprise the team and how they work together to ensure program success. This included, Governing Body, Policy Council and Management Staff and the role they each play on the "team". Along the way there were question and answer components to assess new learning.

   *Your Tools* discusses the importance of oversight by Head Start leadership as an integral part of an effective program. The program planning process which includes goal setting and how those effects fiscal planning and the budget was touched on. It was also shared that the Policy Council Planning committee discusses much of this information in

depth at their monthly meetings with key information highlighted on monthly Program Review and Evaluations provided to all Policy Council members. Various interactive scenarios were shared with members in a multiple-choice fashion, with participants completing as a group.

*Be a Leader*, which is the final module spoke about key leadership skills that will help in working together with members of the Head Start leadership team. Committee members had an opportunity to step into a leadership role and practice what the skills learned. With each selection chosen there is prompt provided to continue on until a course of action or conversation has been acted out from start to finish.

**b. Meeting Schedule**

This item was tabled from the last committee until this meeting. All meetings as scheduled have been held for the Bylaws Committee with all business and topics of discussion completed. Members were asked if they felt there was any areas left unanswered or matters not address that warranted adding another meeting to the Bylaws Committee meeting scheduled. After input from all members, there wasn't any necessary reason found to extend the schedule with another meeting.

**9. Announcements/Committee Member Comments**

Lisa congratulated both Andrea and Dominique on having little ones who will be moving on this 2022-2023 year from Head Start to kindergarten. She also shared with Pablo, if he is interested in possibly returning to Policy Council for the 2022-2023 term, that process will begin at the September parent meetings. Lisa also shared she hopes to have the final Policy Council meeting in person at a local venue. She added this of course is dependent upon healthy and safety measures, as that is of utmost importance.

**10. Adjournment**

Meeting was adjourned at 6:10 p.m.

Asociación de Acción Comunitaria de Kern Head Start/Desarrollo Infantil Estatal

**Resumen de la junta del comité de estatutos del concilio de póliza**

**9 de agosto, 2022**

Número de teléfono: (213) 204-2374

Número de identificación de la teleconferencia: 864492 87#

Por orden ejecutiva gubernamental N-25-20

1. **Bienvenida**
   La presidenta, Dominique Bassi les dio la bienvenida a los miembros a la junta.

2. **Llamado al orden**
   **a.** Se llamó al orden la junta a las 5:30 p.m.

3. **Pase de lista y establecimiento de cuórum (la mitad más uno)**
   **a.** Se estableció cuórum, todos los miembros estuvieron presentes.
   **b.** **Miembros del comité presentes:** Dominique Bassi, Andrea Martinez, Pablo Reyes

4. **Aprobación de agenda**
   Pablo Reyes presentó una propuesta para la aprobación de la agenda fechada el 9 de agosto, 2022; esta fue secundada por Andrea Martinez. Propuesta aprobada.

5. **Aprobación de minutos**
   Andrea Martinez presentó una propuesta para la aprobación de los minutos fechados el 14 junio, 2022; esta fue secundada por Pablo Reyes. Propuesta aprobada.

6. **Presentación de invitados**
   Ninguno

7. **Foro publico**
   *(El público que desee dirigirse al comité de estatutos puede hacerlo en tes momento, sin embargo, el comité no tomará ninguna acción, sino que se referirá a los empleados para su estudio y análisis.)*
   Ninguno

8. **Presentación /discusión de temas**
   **a. Capacitación de liderazgo y gobernanza de Head Start**
   Lisa les recordó a los miembros que había enviado con anterioridad el enlace del sitio web, para que los miembros pudiesen navegarlo libremente por su cuenta. Recapitulando sobre los módulos que se habían cubierto anteriormente. Recapitulando, Lisa mencionó todos los temas cubiertos y resumió el resto de los módulos que no se completaron con el grupo. Se llevó a cabo una breve discusión y el grupo decidió que se les diera una breve descripción general de cada uno de los módulos restantes. Los títulos de los módulos fueron: su equipo, sus herramientas y sea un líder.

   *Su equipo* describe las diversas entidades que componen el equipo, sus funciones en conjunto para garantizar el éxito del programa. Esto incluye, el partido gobernante, el concilio de póliza y el personal administrativo, y la función de cada uno. Durante la descripción hubo una preguntas para evaluar el aprendizaje de los presentes.

   *Sus herramientas* analizan la importancia de la supervisión por parte del equipo de liderazgo de Head Start como parte integral de un programa efectivo. Se abordó el proceso de planeación del programa que incluye el establecimiento de objetivos y

como este afecta la planeación fiscal y el presupuesto. también se informó que el comité de planeación del concilio de póliza discute en gran parte de esta informacion a profundidad en sus juntas mensuales destacando las revisiones y evaluaciones mensuales del programa, en las que participan todos los miembros del concilio de póliza. Se presentaron varios escenarios interactivos a los miembros, con respuestas de opción múltiple, los miembros completaron el ejercicio en grupo.

*Sea un líder*, es el último modulo, en este se toca el tema de las habilidades claves de liderazgo, las cuales facilitan la participación con el equipo de liderazgo de Head Start. Los miembros del comité tuvieron la oportunidad de asumir un papel de liderazgo y pudieron practicar. En cada sección se da un aviso para continuar hasta que se haya practicado la acción o conversación de principio a fin.

**b. Horario de reuniones**

Este tema se había propuesto en la última reunión del grupo. Se han llevado a cabo todas las reuniones programadas para el comité de estatutos, en ellas se han tocado todos los temas y asuntos pertinentes. Se preguntó a los miembros si habían quedado dudas en algún área de los temas que se abordaron, y que si estas dudas justificaban agregar una fecha extra al horario de reuniones. Después de un breve debate, no se encontró una razón justificable para extender el horario de las reuniones del comité de estatutos.

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

Lisa felicitó a Andrea y a Dominique por la transición al jardín de niños de sus respectivos hijos (as). Preguntó a Pablo si estaría interesado en continuar participando en el concilio de póliza para el siguiente ciclo escolar (2022-2023), el proceso para postularse iniciar en septiembre en las juntas para padres de sus respectivos centros. Lisa agregó que espera que la última junta del concilio de póliza pueda realizarse en persona en algún lugar local. Agregó que esto por supuesto, depende de las medidas de salud y seguridad, ya que estas son prioridad.

**10. <u>Conclusión</u>**

La junta se clausuró a las 6:10 p.m.

Community Action Partnership of Kern
Head Start / State Child Development
Policy Council Budget & Finance
Committee Meeting Minutes
August 16, 2022
Audio Only: (213) 204-2374 Meeting ID: 993 886 629#

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

2. **Call to Order**
   a. The meeting was called to order at 5:33 p.m. by Chairperson Pablo Reyes.

3. **Roll Call and establish Quorum (half plus one)**
   a. Quorum was established.
   b. PC Members present: Pablo Reyes, Jasmine Ponce
   c. PC Members not present: None

4. **Approval of Agenda**
   Jasmine Ponce made a motion to approve agenda dated August 16, 2022; second by Pablo Reyes. Motion carried.

5. **Introduction of Guests**
   Guests in attendance were Tracy Webster, Chief Financial Officer, Louis Rodriguez, Finance Administrator and Lisa Gonzales, Program Governance Coordinator

6. **Public Forum**
   *(The public wishing to address the Policy Council 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

7. **Presentation / Discussion Items** – Louis Rodriguez, Finance Administrator
   Budget to actual reports for the Head Start and Early Head Start grants was shared and discussed with committee members with the percentages expended in various categories noted. Additional information shared included both the San Joaquin and Child Care Partnership no-cost extension budget information. Review of the COVID Care funds for the Child Care Partnership was requested for which Louis restated dollar amount spent, balance remaining and what percentage those figures equated to. Information regarding the American Rescue Fund was discussed along with parent travel and childcare reports. In-kind information for all programs was provided. It was reported in-kind totals are also reported during monthly parent meetings as well. Pablo asked if there were plans on parent activities resuming, noting that there has been little to no activity due to COVID. It was replied that we are ever hopeful noting that COVID guidelines are everchanging and we have to be sure we are following the health and safety protocols set forth by the Office of Head Start. At this time there isn't any specific timeline in which we will resume parent activities.

8. **Announcements**
   Jasmine inquired as to the possibility of changing the Budget & Finance meeting times away from 5:30 p.m. stating her day is a little more open than the evening time. Pablo stated evening is the best time for him. The committee was reminder that the meeting

time is to be set at a time to ensure maximum attendance during a time that is most convenient for parent members. After discussion the committee unanimously agreed to move the meeting time to 6:00 p.m.

**9. Adjournment**

The next Budget & Finance Committee meeting will be held on September 20, 2022 at 6:00 p.m. Meeting was adjourned at 5:48 p.m.

Asociación de Acción Comunitaria de Kern
Head Start /Desarrollo Infantil Estatal
Comité de Presupuestos y Finanzas
Resumen de la junta
16 de agosto, 2022
Sólo por audio: (213) 204-2374 Número de identificación de la junta: 993 886 629#

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

2. **Convocación de reunión**
   a. Pablo Reyes, presidente del comité convocó al orden la junta a las 5:33 p.m.

3. **Pase de lista, establecimiento de cuórum (la mitad más uno)**
   a. Se estableció cuórum.
   b. Miembros del comité presentes: Pablo Reyes, Jasmine Ponce
   c. Miembros del comité ausentes: Ninguno

4. **Aprobación de agenda**
   Jasmine Ponce presentó una propuesta para la aprobación de la agenda fechada el 16 de agosto, 2022; Pablo Reyes la secundó. Propuesta aprobada.

5. **Presentación de invitados**
   Los siguientes invitados estuvieron presentes: Tracy Webster, directora de finanzas, Louis Rodriguez, administrador de finanzas and Lisa Gonzales, coordinadora del programa de gobernanza

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

7. **Presentación/Temas de discusión** – Louis Rodriguez, administrador de finanzas
   Se revisaron los presupuestos y los reportes de gastos actuales de los subsidios de Head Start y Early Head Start con el comité, así como los porcentajes de gastos en varias categorías. También se discutieron las extensiones sin costo de los presupuestos de San Joaquín y la asociacion de cuidado infantil. Se revisaron de COVID para la asociacion de cuidado infantil, Louis reafirmo los gastos, saldo restante y el porcentaje al que equivalen esas cifras. Se proporcionó información sobre los fondos de COVID para el condado de San Joaquín y la asociacion de cuidado infantil. Otra de las revisiones de presupuesto fueron los fondos del Plan de Rescate Americano, así como los informes de viajes para padres y cuidado infantil. Otro de los temas que se trataron fueron los reportes de donaciones internas, tema que también se discutió en las juntas para padres. Pablo preguntó que, si existía la posibilidad de reanudar las actividades para padres, enfatizando que no ha habido mucho movimiento desde la aparición de COVID. Se respondió que, aunque se tiene la esperanza de reanudarlas, sin embargo, la agencia sigue los protocolos de salubridad y seguridad establecidos por la Oficina nacional de Head Start. En este momento no contamos con ninguna fecha específica para reanudar las actividades para padres.

8. **Anuncios**

Jasmine preguntó sobre la posibilidad de cambiar el horario de las juntas del comité de presupuestos y finanzas, añadiendo que para ella es más fácil reunirse durante el día en vez de la noche. Pablo agregó que es más fácil para el tener las juntas en la noche. Se le recordó al comité que el horario de reunión se establece para asegurar máxima asistencia y mejor conveniencia para los padres. Después de una breve discusión, el comité acordó unánimemente cambiar el horario de la junta a las 6:00 p.m.

9. **Conclusión**

La próxima junta del comité de presupuestos finanzas se llevará a cabo el 20 de septiembre, 2022 a las 6:00 p.m. La sesión concluyó a las 5:48 p.m.

o

# MEMORANDUM

To: Budget and Finance Committee of Policy Council

From: Tracy Webster, CFO/ Louis Rodriguez, Finance Administrator

Date: September 20, 2022

Subject: *Head Start*
Budget to Actual Report for the period ended August 31, 2022 – **Info Item**

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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 fourth-year budget period is March 1, 2022, through February 28, 2023.

The following are highlights of the Head Start Budget to Actual Report for the period of March 1, 2022, through August 31, 2022. Six months (50%) of the 12-month budget period have elapsed.

**Base Funds**

Overall expenditures are at 40% of the budget.

**Training & Technical Assistance Funds**

Overall expenditures are at 30% of the budget.

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

Non-Federal share is at 40% of the budget.

**Community Action Partnership of Kern**
**Head Start**
**Budget to Actual Report**
*Budget Period: March 1, 2022 - February 28, 2023*
Report Period: March 1, 2022 - August 31, 2022
Month 6 of 12 (50%)

Prepared 9/12/2022

| BASE FUNDS | BUDGET | ACTUAL | REMAINING | % SPENT | % REMAINING |
|---|---|---|---|---|---|
| PERSONNEL | 9,267,039 | 3,507,940 | 5,759,099 | 38% | 62% |
| FRINGE BENEFITS | 3,776,726 | 1,155,278 | 2,621,448 | 31% | 69% |
| TRAVEL | - | - | - | | |
| EQUIPMENT | 55,000 | - | 55,000 | | |
| SUPPLIES | 890,498 | 300,194 | 590,304 | 34% | 66% |
| CONTRACTUAL | 165,175 | 127,734 | 37,441 | 77% | 23% |
| CONSTRUCTION | - | - | - | | |
| OTHER | 2,724,977 | 1,673,809 | 1,051,168 | 61% | 39% |
| INDIRECT | 1,630,902 | 629,929 | 1,000,973 | 39% | 61% |
| **TOTAL BASE FUNDING** | **18,510,317** | **7,394,883** | **11,115,434** | **40%** | **60%** |

**TRAINING & TECHNICAL ASSISTANCE**

| | | | | | |
|---|---|---|---|---|---|
| TRAVEL | 44,192 | 35,226 | 8,966 | 80% | 20% |
| SUPPLIES | 30,013 | 8,020 | 21,993 | 27% | 73% |
| CONTRACTUAL | 26,080 | 943 | 25,137 | 4% | 96% |
| OTHER | 212,393 | 51,972 | 160,421 | 24% | 76% |
| INDIRECT | 31,268 | 8,599 | 22,669 | 28% | 72% |
| **TOTAL TRAINING & TECHNICAL ASSISTANCE** | **343,946** | **104,759** | **239,187** | **30%** | **70%** |

**CARRYOVER**

| | | | | | |
|---|---|---|---|---|---|
| SUPPLIES | 923,529 | | 923,529 | | |
| CONTRACTUAL | - | | - | | |
| CONSTRUCTION | 666,925 | 666,925 | | | |
| OTHER - CARES | 91,015 | 1,593 | 89,422 | | |
| INDIRECT | - | 164 | (164) | | |
| **TOTAL CARRYOVER** | **1,681,469** | **668,681** | **1,012,788** | **40%** | |

| | | | | | |
|---|---|---|---|---|---|
| **GRAND TOTAL HS FEDERAL FUNDS** | **20,535,732** | **8,168,323** | **12,367,408** | **40%** | **60%** |

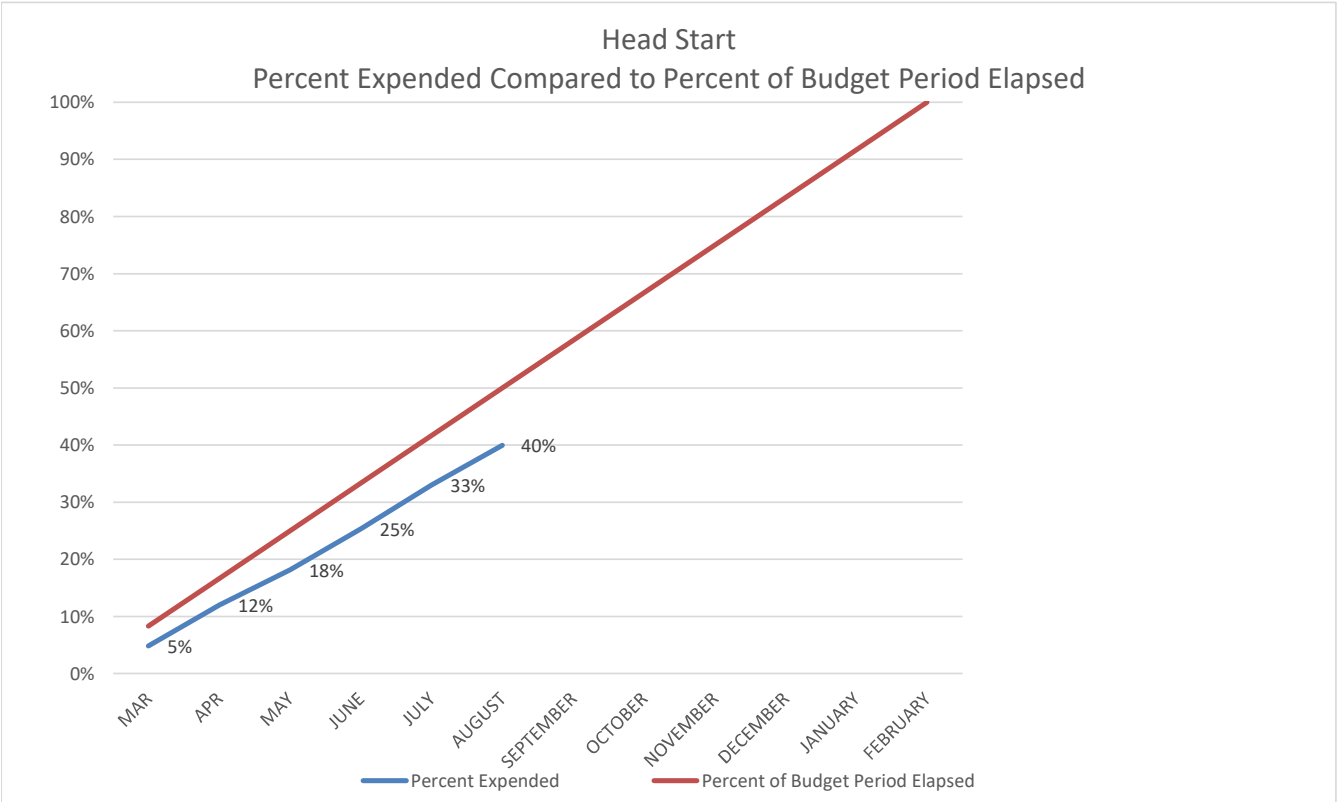
**HEAD START and EARLY HEAD START COMBINED NON-FEDERAL SHARE**

| SOURCE | BUDGET | ACTUAL | REMAINING | % SPENT | % REMAINING |
|---|---|---|---|---|---|
| IN-KIND | 2,340,055 | 1,043,706 | 1,296,349 | 45% | 55% |
| CALIF DEPT OF ED | 7,988,651 | 2,993,703 | 4,994,948 | 37% | 63% |
| **TOTAL NON-FEDERAL** | **10,328,706** | **4,037,409** | **6,291,297** | **39%** | **61%** |

Budget reflects Notice of Award #09CH011132-04-01
Actual expenditures include posted expenditures and estimated adjustments through 08/31/2022
**Administrative Cost for HS and EHS Combined** **15.2%**

## Agency-Wide Credit Card Report

| | CURRENT | 1 TO 30 | 31 TO 60 | 61 TO 90 | TOTAL | STATEMENT DATE |
|---|---|---|---|---|---|---|
| **Wells Fargo** | 29,362 | - | - | - | **29,362** | 9/2/2022 |
| **Lowe's** | 1,454 | | - | - | **1,454** | 9/2/2022 |
| **Smart & Final** | 44 | - | - | - | **44** | 9/2/2022 |
| **Save Mart** | 632 | | | | **632** | 9/10/2022 |
| **Chevron & Texaco Business Card** | 10,256 | - | - | - | **10,256** | 9/6/2022 |
| **Home Depot** | 13,270 | - | - | - | **13,270** | 9/5/2022 |
| | **55,018** | **0** | **-** | **-** | **55,018** | |


Head Start
Percent Expended Compared to Percent of Budget Period Elapsed
100%
90%
80%
70%
60%
50%
40%
30%
20%
10%
0%
5%
12%
18%
25%
33%
40%
MAR
APR
MAY
JUNE
JULY
AUGUST
SEPTEMBER
OCTOBER
NOVEMBER
DECEMBER
JANUARY
FEBRUARY
Percent Expended
Percent of Budget Period Elapsed

# MEMORANDUM

To: Budget and Finance Committee of Policy Council

From: Tracy Webster, CFO / Louis Rodriguez, Finance Administrator

Date: September 20, 2022

Subject: *Early Head Start*
Budget to Actual Report for the period ended August 31, 2022 – **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 fourth-year budget period is March 1, 2022, through February 28, 2023.

The following are highlights of the Early Head Start Budget to Actual Report for the period of March 1, 2022, through August 31, 2022. Six months (50%) of the 12-month budget period has elapsed.

**Base Funds**

Overall expenditures are at 44% of the budget.

**Training & Technical Assistance Funds**

Overall expenditures are at 32% of the budget.

**Community Action Partnership of Kern**
**Early Head Start**
**Budget to Actual Report**
*Budget Period: March 1, 2022 - February 28, 2023*
Report Period: March 1, 2022 - August 31, 2022
Month 6 of 12 (50%)

Prepared 9/12/2022

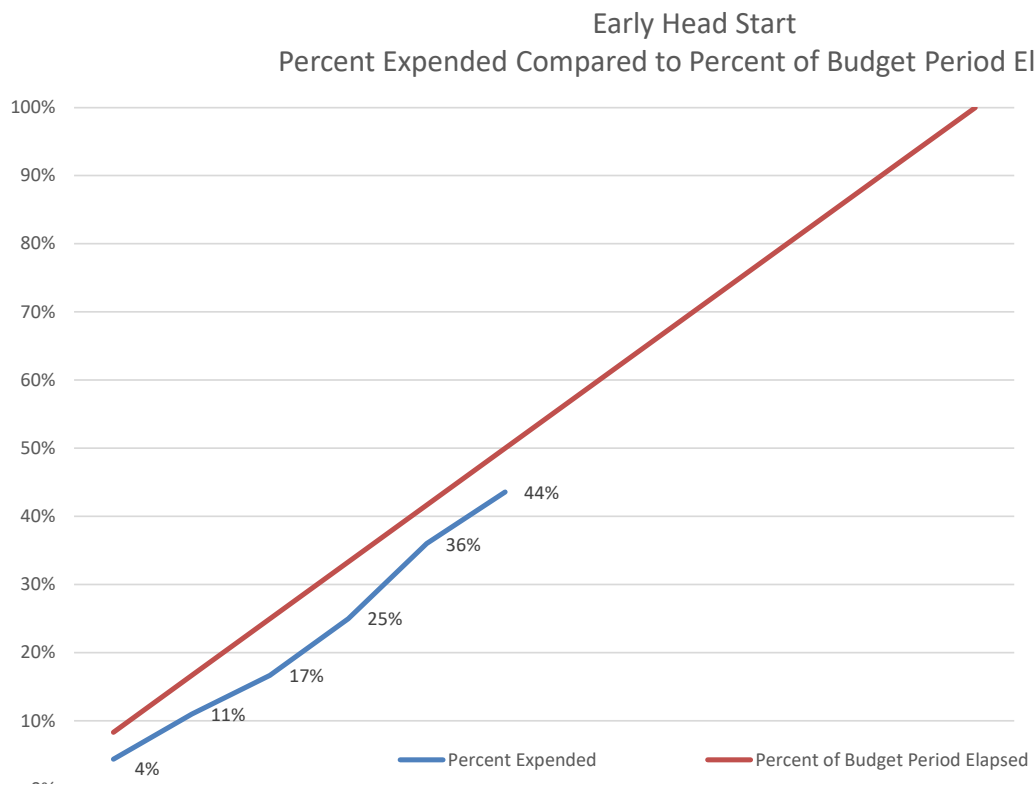
| **BASE FUNDS** | **BUDGET** | **ACTUAL** | **REMAINING** | **% SPENT** | **% REMAINING** |
|---|---|---|---|---|---|
| PERSONNEL | 9,701,422 | 3,827,098 | 5,874,324 | 39% | 61% |
| FRINGE BENEFITS | 2,363,974 | 1,056,367 | 1,307,607 | 45% | 55% |
| TRAVEL | - | - | - | | |
| EQUIPMENT | 45,000 | - | 45,000 | | |
| SUPPLIES | 916,242 | 332,893 | 583,349 | 36% | 64% |
| CONTRACTUAL | 1,025,838 | 313,017 | 712,821 | 31% | 69% |
| CONSTRUCTION | - | - | - | | |
| OTHER | 1,527,720 | 1,268,985 | 258,735 | 83% | 17% |
| INDIRECT | 1,512,778 | 647,819 | 864,959 | 43% | 57% |
| **TOTAL BASE FUNDING** | **17,092,974** | **7,446,177** | **9,646,797** | **44%** | **56%** |

| **TRAINING & TECHNICAL ASSISTANCE** | | | | | |
|---|---|---|---|---|---|
| TRAVEL | 44,192 | 33,277 | 10,916 | 75% | 25% |
| SUPPLIES | 30,013 | 5,465 | 24,548 | 18% | 82% |
| CONTRACTUAL | 26,080 | 636 | 25,444 | 2% | 98% |
| OTHER | 212,393 | 57,645 | 154,748 | 27% | 73% |
| INDIRECT | 31,268 | 11,359 | 19,909 | 36% | 64% |
| **TOTAL TRAINING & TECHNICAL ASSISTANCE** | **343,946** | **108,381** | **235,565** | **32%** | **68%** |

| **CARRYOVER** | | | | | |
|---|---|---|---|---|---|
| SUPPLIES | - | - | - | | |
| CONTRACTUAL | - | - | - | | |
| CONSTRUCTION | 1,601,144 | 1,592,189 | 8,955 | | |
| OTHER | 24,512 | 19,274 | 5,238 | | |
| INDIRECT | - | | | | |
| **TOTAL CARRYOVER** | **1,625,656** | **1,611,463** | **14,193** | **99%** | |

| **GRAND TOTAL EHS FEDERAL FUNDS** | **19,062,576** | **9,166,021** | **9,896,555** | **48%** | **52%** |
|---|---|---|---|---|---|

Budget reflects Notice of Award #09CH011132-04-01
Actual expenditures include posted expenditures and estimated adjustments through 08/31/2022


Early Head Start
Percent Expended Compared to Percent of Budget Period Elapsed
100%
90%
80%
70%
60%
50%
40%
30%
20%
10%
4%
11%
17%
25%
36%
44%
Percent Expended
Percent of Budget Period Elapsed

# MEMORANDUM

To: Budget and Finance Committee of Policy Council

From: Tracy Webster, CFO / Louis Rodriguez, Finance Administrator

Date: September 20, 2022

Subject: *Early Head Start – San Joaquin (No Cost Extension)*
Budget to Actual Report for the period ended August 31, 2022 – **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 February 28, 2023. Nineteen months (76%) of the 25-month budget period have elapsed. The office of Head Start processed a no cost extension to the prior year contract through February 28, 2023. This will allow CAPK to complete ongoing capital projects to benefit the Head Start program.

**Base Funds**

Overall expenditures are at 95% of the budget.

**Training & Technical Assistance Funds**

Overall expenditures are at 100% of the budget.

**Carryover Funds**

Overall expenditures are at 0% of the budget.

**COVID Cares Funds**

Overall expenditures are at 100% of the budget.

**Non-Federal Share**

Non-Federal share is at 117% of the budget.

**Community Action Partnership of Kern**
**Early Head Start - San Joaquin County**
**Budget to Actual Report**

Budget Period: February 1, 2021 - February 28, 2023 (No Cost Extension)
Report Period: February 1, 2021 - August 31, 2022
Month 19 of 25 (76%)

Prepared 9/12/2022

| BASE FUNDS | BUDGET | ACTUAL | REMAINING | % SPENT | % REMAINING |
|---|---|---|---|---|---|
| PERSONNEL | 3,509,263 | 3,234,991 | 274,272 | 92% | 8% |
| FRINGE BENEFITS | 985,996 | 813,437 | 172,559 | 82% | 18% |
| TRAVEL | 0 | 46,889 | (46,889) | 0% | 0% |
| EQUIPMENT | 45,000 | 31,190 | 13,810 | | |
| SUPPLIES | 143,912 | 222,535 | (78,623) | 155% | -55% |
| CONTRACTUAL | 10,244 | 28,736 | (18,491) | 281% | -181% |
| OTHER | 776,728 | 848,060 | (71,331) | 109% | -9% |
| INDIRECT | 536,733 | 488,066 | 48,667 | 91% | 9% |
| **TOTAL** | **6,007,877** | **5,713,904** | **293,972** | **95%** | **5%** |

| TRAINING & TECHNICAL ASSISTANCE FUNDS | | | | | |
|---|---|---|---|---|---|
| PERSONNEL | 53,809 | 52,188 | 1,621 | 97% | 3% |
| FRINGE BENEFITS | 23,718 | 21,722 | 1,996 | 92% | 8% |
| TRAVEL | 3,519 | 3,975 | (456) | 113% | -13% |
| SUPPLIES | 7,355 | 3,094 | 4,261 | 42% | 58% |
| CONTRACTUAL | 7,924 | 10,383 | (2,458) | 131% | -31% |
| OTHER | 20,817 | 25,788 | (4,971) | 124% | -24% |
| INDIRECT | 11,675 | 11,667 | 7 | 100% | 0% |
| **TOTAL** | **128,816** | **128,817** | **(0)** | **100%** | **0%** |

| CARRYOVER | | | | | |
|---|---|---|---|---|---|
| EQUIPMENT | 21,035 | 0 | 21,035 | 0% | 100% |
| SUPPLIES | 29,804 | 0 | 29,804 | 0% | 100% |
| CONTRACTUAL | 8,000 | 0 | 8,000 | 0% | 100% |
| OTHER | 381,242 | 0 | 381,242 | 0% | 100% |
| INDIRECT | 41,905 | 0 | 41,905 | 0% | 100% |
| **TOTAL** | **481,986** | **0** | **481,986** | **0%** | **100%** |

| COVID CARES - Carried over from 2020-21 | | | | | |
|---|---|---|---|---|---|
| PERSONNEL | | 19,203 | (19,203) | 0% | 0% |
| FRINGE BENEFITS | | 3,331 | (3,331) | 0% | 0% |
| SUPPLIES | 75,407 | 69,273 | 6,134 | 92% | 8% |
| OTHER | 21,681 | 3,128 | 18,553 | 14% | 86% |
| INDIRECT | 9,709 | 11,861 | (2,152) | 122% | -22% |
| **TOTAL** | **106,797** | **106,797** | **0** | **100%** | **0%** |

| **GRAND TOTAL EHS FEDERAL FUNDS** | **6,725,476** | **5,949,518** | **775,958** | **88%** | **12%** |
|---|---|---|---|---|---|

| NON-FEDERAL SHARE | BUDGET | ACTUAL | REMAINING | % SPENT | % REMAINING |
|---|---|---|---|---|---|
| IN-KIND | 1,630,480 | 1,913,366 | (282,885) | 117% | -17% |
| **TOTAL NON-FEDERAL FUNDS** | **1,630,480** | **1,913,366** | **(282,885)** | **117%** | **-17%** |

| | |
|---|---|
| Centralized Administrative Cost | 6.6% |
| Program Administrative Cost | 2.8% |
| **Total Administrative Cost** | **9.4%** |

Budget reflects Notice of Award #09CH011406-02-02 and NOA 09CH011406-02-04
Actual expenditures include posted expenditures and estimated adjustments through 08/31/2022

# MEMORANDUM

To: Budget and Finance Committee of the Policy Council

From: Tracy Webster, CFO / Louis Rodriguez, Finance Administrator

Date: September 20, 2022

Subject: *Early Head Start Child Care Partnerships (No Cost Extension)*
Budget to Actual Report for the period ended August 31, 2022 – **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 August 31, 2022. Eighteen months (75%) of the 24-month budget period have elapsed. The Office of Head Start processed a no cost extension to the prior year contract through February 28, 2023. This will allow CAPK to complete ongoing capital projects to benefit the Head Start program.

**Base Funds**

Overall expenditures are at 88% of the budget.

**Training & Technical Assistance Funds**

Overall expenditures are at 35% of the budget.

**Carryover Funds**

Overall expenditures are at 109% of the budget.

**COVID Cares Funds**

Overall expenditures are at 19% of the budget.

**Non-Federal Share**

Non-Federal share is at 134% 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, 2023 (No Cost Extension)
Report Period: March 1, 2021 - August 31, 2022
Month 18 of 24 (75%)

Prepared 9/12/2022

| BASE FUNDS | BUDGET | ACTUAL | REMAINING | % SPENT | % REMAINING |
|---|---|---|---|---|---|
| PERSONNEL | 668,881 | 565,607 | 103,274 | 85% | 15% |
| FRINGE BENEFITS | 183,736 | 150,179 | 33,557 | 82% | 18% |
| TRAVEL | 0 | 2,669 | (2,669) | | |
| SUPPLIES | 37,083 | 128,104 | (91,021) | 345% | -245% |
| CONTRACTUAL | 1,091,504 | 472,161 | 619,343 | 43% | 57% |
| OTHER | 231,300 | 254,580 | (23,280) | 110% | -10% |
| INDIRECT | 215,164 | 151,160 | 64,004 | 70% | 30% |
| **TOTAL BASE FUNDING** | **2,427,668** | **1,724,460** | **703,208** | **71%** | **29%** |

| TRAINING & TECHNICAL ASSISTANCE | | | | | |
|---|---|---|---|---|---|
| TRAVEL | 5,294 | 2,741 | 2,553 | 52% | 48% |
| SUPPLIES | 16,391 | 2,488 | 13,903 | 15% | 85% |
| CONTRACTUAL | | 3,346 | (3,346) | | |
| OTHER | 29,393 | 9,487 | 19,906 | 32% | 68% |
| INDIRECT | 5,107 | 1,794 | 3,313 | 35% | 65% |
| **TOTAL TRAINING & TECHNICAL ASSISTANCE** | **56,185** | **19,857** | **36,328** | **35%** | **65%** |

| CARRYOVER | | | | | |
|---|---|---|---|---|---|
| SUPPLIES | 16,000 | 0 | 16,000 | 0% | 100% |
| CONSTRUCTION | 2,458,581 | 2,659,808 | (201,227) | 108% | -8% |
| CONTRACTUAL | 14,000 | 19,198 | (5,198) | 137% | -37% |
| OTHER | 14,121 | 35,000 | (20,879) | 248% | -148% |
| INDIRECT | 4,412 | 21,507 | (17,095) | 487% | -387% |
| **TOTAL CARRYOVER** | **2,507,114** | **2,735,513** | **(228,399)** | **109%** | **-9%** |

| COVID CARES | | | | | |
|---|---|---|---|---|---|
| PERSONNEL | 0 | 3,622 | (3,622) | | |
| FRINGE BENEFITS | 0 | 579 | (579) | | |
| SUPPLIES | 77,735 | 6,962 | 70,773 | 9% | 91% |
| OTHER | 24,361 | 7,926 | 16,435 | 33% | 67% |
| INDIRECT | 10,206 | 1,904 | 8,302 | 19% | 81% |
| **TOTAL COVID** | **112,302** | **20,993** | **95,510** | **19%** | **81%** |

| **GRAND TOTAL EHS FEDERAL FUNDS** | **5,103,269** | **4,500,823** | **606,647** | **88%** | **12%** |
|---|---|---|---|---|---|

| NON-FEDERAL SHARE | | | | | |
|---|---|---|---|---|---|
| SOURCE | BUDGET | ACTUAL | REMAINING | % SPENT | % REMAINING |
| IN-KIND | 588,256 | 790,157 | (201,901) | 134% | -34% |
| **TOTAL NON-FEDERAL** | **588,256** | **790,157** | **(201,901)** | **134%** | **-34%** |

Budget reflects Notice of Award **#09HP000163-03-02**

Actual expenditures include posted expenditures and estimated adjustments through 08/31/2022

# MEMORANDUM

To: Budget and Finance Committee of Policy Council

From: Tracy Webster, CFO/ Louis Rodriguez, Finance Administrator

Date: September 20, 2022

Subject: *American Rescue Plan Funding*
Budget to Actual Report for the period ended August 31, 2022 – **Info Item**

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The following are highlights of the American Rescue Plan Budget to Actual Report for the period of April 1, 2021, through August 31, 2022, seventeen months (70.83%) of the 24-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 0% of the budget. These funds are being utilized to support the retention incentive for staff.

**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 - August 31, 2022

Month 17 of 24 (70.83%)

Prepared 09/12/2022

| 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 | 0 | 763,438 | 0% | 100% |
| FRINGE BENEFITS | 251,934 | 0 | 251,934 | 0% | 100% |
| TRAVEL | 0 | 0 | 0 | | 100% |
| SUPPLIES | 553,540 | 0 | 553,540 | 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** | **0** | **2,665,802** | **0%** | **100%** |

| | | | | | |
|---|---|---|---|---|---|
| **GRAND TOTAL ARP FEDERAL FUNDS** | **3,336,361** | **670,559** | **2,665,802** | **20%** | **80%** |

| | |
|---|---|
| Centralized Administrative Cost | 9.1% |
| Program Administrative Cost | 0.0% |
| **Total Administrative Cost** | **9.1%** |

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

Actual expenditures include posted expenditures and estimated adjustments through 08/31/2022

**COMMUNITY ACTION PARTNERSHIP OF KERN**
**PARENT TRAVEL & CHILD CARE (6115)**
**2022-2023**

## HEAD START

| MONTH | BEGINNING BALANCE | SPENT THIS MONTH | SPENT YEAR-TO-DATE | REMAINING BALANCE | % OF YEAR ELAPSED | % OF BUDGET SPENT |
|---|---|---|---|---|---|---|
| MARCH 2022 | $ 1,350.00 | $ - | $ - | $ 1,350.00 | 8% | 0% |
| APRIL 2022 | $ 1,350.00 | | $ - | $ 1,350.00 | 17% | 0% |
| MAY 2022 | $ 1,350.00 | | $ - | $ 1,350.00 | 25% | 0% |
| JUNE 2022 | $ 1,350.00 | | $ - | $ 1,350.00 | 33% | 0% |
| JULY 2022 | $ 1,350.00 | $ - | $ - | $ 1,350.00 | 42% | 0% |
| AUGUST 2022 | $ 1,350.00 | | $ - | $ 1,350.00 | 50% | 0% |
| SEPTEMBER 2022 | $ 1,350.00 | | $ - | $ 1,350.00 | 58% | 0% |
| OCTOBER 2022 | $ 1,350.00 | | $ - | $ 1,350.00 | 67% | 0% |
| NOVEMBER 2022 | $ 1,350.00 | | $ - | $ 1,350.00 | 75% | 0% |
| DECEMBER 2022 | $ 1,350.00 | | $ - | $ 1,350.00 | 83% | 0% |
| JANUARY 2023 | $ 1,350.00 | | $ - | $ 1,350.00 | 92% | 0% |
| FEBRUARY 2023 | $ 1,350.00 | | $ - | $ 1,350.00 | 100% | 0% |

## EARLY HEAD START

| MONTH | BEGINNING BALANCE | SPENT THIS MONTH | SPENT YEAR-TO-DATE | REMAINING BALANCE | % OF YEAR ELAPSED | % OF BUDGET SPENT |
|---|---|---|---|---|---|---|
| MARCH 2022 | $ 500.00 | $ - | $ - | $ 500.00 | 8% | 0% |
| APRIL 2022 | $ 500.00 | | $ - | $ 500.00 | 17% | 0% |
| MAY 2022 | $ 500.00 | | $ - | $ 500.00 | 25% | 0% |
| JUNE 2022 | $ 500.00 | | $ - | $ 500.00 | 33% | 0% |
| JULY 2022 | $ 500.00 | $ - | $ - | $ 500.00 | 42% | 0% |
| AUGUST 2022 | $ 500.00 | | $ - | $ 500.00 | 50% | 0% |
| SEPTEMBER 2022 | $ 500.00 | | $ - | $ 500.00 | 58% | 0% |
| OCTOBER 2022 | $ 500.00 | | $ - | $ 500.00 | 67% | 0% |
| NOVEMBER 2022 | $ 500.00 | | $ - | $ 500.00 | 75% | 0% |
| DECEMBER 2022 | $ 500.00 | | $ - | $ 500.00 | 83% | 0% |
| JANUARY 2023 | $ 500.00 | | $ - | $ 500.00 | 92% | 0% |
| FEBRUARY 2023 | $ 500.00 | | $ - | $ 500.00 | 100% | 0% |

Prepared by: Louis Rodriquez
September 19, 2022

**COMMUNITY ACTION PARTNERSHIP OF KERN**
**VIAJES DE LOS PADRES y CUIDADO DE NINOS**
**2022-2023**

## 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 2022 | $ 1,350.00 | $ - | $ - | $ 1,350.00 | 8% | 0% |
| ABRIL DEL 2022 | $ 1,350.00 | $ - | $ - | $ 1,350.00 | 17% | 0% |
| MAYO DEL 2022 | $ 1,350.00 | $ - | $ - | $ 1,350.00 | 25% | 0% |
| JUNIO DEL 2022 | $ 1,350.00 | $ - | $ - | $ 1,350.00 | 33% | 0% |
| JULIO DEL 2022 | $ 1,350.00 | $ - | $ - | $ 1,350.00 | 42% | 0% |
| AGOSTO DEL 2022 | $ 1,350.00 | $ - | $ - | $ 1,350.00 | 50% | 0% |
| SEPTIEMBRE DEL 2022 | $ 1,350.00 | $ - | $ - | $ 1,350.00 | 58% | 0% |
| OCTUBRE DEL 2022 | $ 1,350.00 | $ - | $ - | $ 1,350.00 | 67% | 0% |
| NOVIEMBRE DEL 2022 | $ 1,350.00 | $ - | $ - | $ 1,350.00 | 75% | 0% |
| DICIEMBRE DEL 2022 | $ 1,350.00 | $ - | $ - | $ 1,350.00 | 83% | 0% |
| ENERO DEL 2023 | $ 1,350.00 | $ - | $ - | $ 1,350.00 | 92% | 0% |
| FEBRERO DEL 2023 | $ 1,350.00 | $ - | $ - | $ 1,350.00 | 100% | 0% |

## 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 2022 | $ 500.00 | $ - | $ - | $ 500.00 | 8% | 0% |
| ABRIL DEL 2022 | $ 500.00 | $ - | $ - | $ 500.00 | 17% | 0% |
| MAYO DEL 2022 | $ 500.00 | $ - | $ - | $ 500.00 | 25% | 0% |
| JUNIO DEL 2022 | $ 500.00 | $ - | $ - | $ 500.00 | 33% | 0% |
| JULIO DEL 2022 | $ 500.00 | $ - | $ - | $ 500.00 | 42% | 0% |
| AGOSTO DEL 2022 | $ 500.00 | $ - | $ - | $ 500.00 | 50% | 0% |
| SEPTIEMBRE DEL 2022 | $ 500.00 | $ - | $ - | $ 500.00 | 58% | 0% |
| OCTUBRE DEL 2022 | $ 500.00 | $ - | $ - | $ 500.00 | 67% | 0% |
| NOVIEMBRE DEL 2022 | $ 500.00 | $ - | $ - | $ 500.00 | 75% | 0% |
| DICIEMBRE DEL 2022 | $ 500.00 | $ - | $ - | $ 500.00 | 83% | 0% |
| ENERO DEL 2023 | $ 500.00 | $ - | $ - | $ 500.00 | 92% | 0% |
| FEBRERO DEL 2023 | $ 500.00 | $ - | $ - | $ 500.00 | 100% | 0% |

19 de septiembre de 2022

**COMMUNITY ACTION PARTNERSHIP OF KERN**
**PARENT ACTIVITIES (7175)**
**2022-2023**

## HEAD START

| MONTH | BEGINNING BALANCE | SPENT THIS MONTH | SPENT YEAR-TO-DATE | REMAINING BALANCE | % OF YEAR ELAPSED | % OF BUDGET SPENT |
|---|---|---|---|---|---|---|
| MARCH 2022 | $ 9,585.00 | $ - | $ - | $ 9,585.00 | 8% | 0% |
| APRIL 2022 | $ 9,585.00 | $ - | $ - | $ 9,585.00 | 17% | 0% |
| MAY 2022 | $ 9,585.00 | $ - | $ - | $ 9,585.00 | 25% | 0% |
| JUNE 2022 | $ 9,585.00 | $ - | $ - | $ 9,585.00 | 33% | 0% |
| JULY 2022 | $ 9,585.00 | $ 793.50 | $ 793.50 | $ 8,791.50 | 42% | 8% |
| AUGUST 2022 | $ 8,791.50 | $ - | $ 793.50 | $ 8,791.50 | 50% | 8% |
| SEPTEMBER 2022 | $ 8,791.50 | $ - | $ 793.50 | $ 8,791.50 | 58% | 8% |
| OCTOBER 2022 | $ 8,791.50 | $ - | $ 793.50 | $ 8,791.50 | 67% | 8% |
| NOVEMBER 2022 | $ 8,791.50 | $ - | $ 793.50 | $ 8,791.50 | 75% | 8% |
| DECEMBER 2022 | $ 8,791.50 | $ - | $ 793.50 | $ 8,791.50 | 83% | 8% |
| JANUARY 2023 | $ 8,791.50 | $ - | $ 793.50 | $ 8,791.50 | 92% | 8% |
| FEBRUARY 2023 | $ 8,791.50 | $ - | $ 793.50 | $ 8,791.50 | 100% | 8% |

## EARLY HEAD START

| MONTH | BEGINNING BALANCE | SPENT THIS MONTH | SPENT YEAR-TO-DATE | REMAINING BALANCE | % OF YEAR ELAPSED | % OF BUDGET SPENT |
|---|---|---|---|---|---|---|
| MARCH 2022 | $ 5,055.00 | $ - | $ - | $ 5,055.00 | 8% | 0% |
| APRIL 2022 | $ 5,055.00 | $ - | $ - | $ 5,055.00 | 17% | 0% |
| MAY 2022 | $ 5,055.00 | $ - | $ - | $ 5,055.00 | 25% | 0% |
| JUNE 2022 | $ 5,055.00 | $ - | $ - | $ 5,055.00 | 33% | 0% |
| JULY 2022 | $ 5,055.00 | $ 356.50 | $ 356.50 | $ 4,698.50 | 42% | 7% |
| AUGUST 2022 | $ 4,698.50 | $ - | $ 356.50 | $ 4,698.50 | 50% | 7% |
| SEPTEMBER 2022 | $ 4,698.50 | $ - | $ 356.50 | $ 4,698.50 | 58% | 7% |
| OCTOBER 2022 | $ 4,698.50 | $ - | $ 356.50 | $ 4,698.50 | 67% | 7% |
| NOVEMBER 2022 | $ 4,698.50 | $ - | $ 356.50 | $ 4,698.50 | 75% | 7% |
| DECEMBER 2022 | $ 4,698.50 | $ - | $ 356.50 | $ 4,698.50 | 83% | 7% |
| JANUARY 2023 | $ 4,698.50 | $ - | $ 356.50 | $ 4,698.50 | 92% | 7% |
| FEBRUARY 2023 | $ 4,698.50 | $ - | $ 356.50 | $ 4,698.50 | 100% | 7% |

September 19, 2022

**COMMUNITY ACTION PARTNERSHIP OF KERN**
**ACTIVIDADES DE LOS PADRES**
**2022-2023**

## KERN HEAD START

| MES | BALANCE INICIAL | LO QUE SE GASTO ESTE MES | LO QUE SE HA GASTADO HASTA ESTE ANO | SALDO RESTANTE | PORCEN-TAJE DEL ANO TRANSCURRIDO | PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO |
|---|---|---|---|---|---|---|
| MARZO DEL 2022 | $ 9,585.00 | $ - | $ - | $ 9,585.00 | 8% | 0% |
| ABRIL DEL 2022 | $ 9,585.00 | $ - | $ - | $ 9,585.00 | 17% | 0% |
| MAYO DEL 2022 | $ 9,585.00 | $ - | $ - | $ 9,585.00 | 25% | 0% |
| JUNIO DEL 2022 | $ 9,585.00 | $ - | $ - | $ 9,585.00 | 33% | 0% |
| JULIO DEL 2022 | $ 9,585.00 | $ 793.50 | $ 793.50 | $ 8,791.50 | 13% | 8% |
| AGOSTO DEL 2022 | $ 8,791.50 | $ - | $ 793.50 | $ 8,791.50 | 25% | 8% |
| SEPTIEMBRE DEL 2022 | $ 8,791.50 | $ - | $ 793.50 | $ 8,791.50 | 38% | 8% |
| OCTUBRE DEL 2022 | $ 8,791.50 | $ - | $ 793.50 | $ 8,791.50 | 50% | 8% |
| NOVIEMBRE DEL 2022 | $ 8,791.50 | $ - | $ 793.50 | $ 8,791.50 | 63% | 8% |
| DICIEMBRE DEL 202 | $ 8,791.50 | $ - | $ 793.50 | $ 8,791.50 | 75% | 8% |
| ENERO DEL 2023 | $ 8,791.50 | $ - | $ 793.50 | $ 8,791.50 | 88% | 8% |
| FEBRERO DEL 2023 | $ 8,791.50 | $ - | $ 793.50 | $ 8,791.50 | 100% | 8% |

## KERN EARLY HEAD START

| MES | BALANCE INICIAL | LO QUE SE GASTO ESTE MES | LO QUE SE HA GASTADO HASTA ESTE ANO | SALDO RESTANTE | PORCEN-TAJE DEL ANO TRANSCURRIDO | PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO |
|---|---|---|---|---|---|---|
| MARZO DEL 2022 | $ 5,055.00 | $ - | $ - | $ 5,055.00 | 8% | 0% |
| ABRIL DEL 2022 | $ 5,055.00 | $ - | $ - | $ 5,055.00 | 17% | 0% |
| MAYO DEL 2022 | $ 5,055.00 | $ - | $ - | $ 5,055.00 | 25% | 0% |
| JUNIO DEL 2022 | $ 5,055.00 | $ - | $ - | $ 5,055.00 | 33% | 0% |
| JULIO DEL 2022 | $ 5,055.00 | $ 356.50 | $ 356.50 | $ 4,698.50 | 13% | 7% |
| AGOSTO DEL 2022 | $ 4,698.50 | $ - | $ 356.50 | $ 4,698.50 | 25% | 7% |
| SEPTIEMBRE DEL 2022 | $ 4,698.50 | $ - | $ 356.50 | $ 4,698.50 | 38% | 7% |
| OCTUBRE DEL 2022 | $ 4,698.50 | $ - | $ 356.50 | $ 4,698.50 | 50% | 7% |
| NOVIEMBRE DEL 2022 | $ 4,698.50 | $ - | $ 356.50 | $ 4,698.50 | 63% | 7% |
| DICIEMBRE DEL 202 | $ 4,698.50 | $ - | $ 356.50 | $ 4,698.50 | 75% | 7% |
| ENERO DEL 2023 | $ 4,698.50 | $ - | $ 356.50 | $ 4,698.50 | 88% | 7% |
| FEBRERO DEL 2023 | $ 4,698.50 | $ - | $ 356.50 | $ 4,698.50 | 100% | 7% |

19 de septiembre de 2022

# YEAR-TO-DATE IN-KIND REPORT DETAIL
## 2022-2023

**PREPARED BY LIZABETH LOPEZ**

| LOCATION | MAR | APR | MAY | JUN | JUL | AUG | TOTAL | YTD TOTAL |
|---|---|---|---|---|---|---|---|---|
| Alberta Dillard A | | | | | | | **0.00** | |
| Alberta Dillard B | 6,023.23 | 6,929.81 | 6,460.34 | | | | **19,413.38** | |
| Alberta Dillard C | | | | | | | **0.00** | |
| Alberta Dillard D | | | | | | | **0.00** | |
| Alberta Dillard - Parent Mtg | 68.18 | 64.87 | | | | | **133.05** | |
| Alberta Dillard Other | | | | | | | **0.00** | **19,546.43** |
| Alicante A | 6,585.23 | 6,331.00 | 5,281.63 | 5,452.84 | | 2,196.18 | **25,846.88** | |
| Alicante V-Virtual | | | | | | | **0.00** | |
| Alicante Parent Mtg | 97.40 | 86.10 | | 150.58 | 34.48 | | **368.56** | |
| Alicante Other | | | | | | | **0.00** | **26,215.44** |
| Angela Martinez A | 2,301.57 | 3,465.69 | 6,510.81 | 3,043.75 | 1,082.89 | | **16,404.71** | |
| Angela Martinez B | 1,822.75 | 1,626.19 | 2,127.41 | 1,238.34 | | | **6,814.69** | |
| Angela Martinez C | 806.67 | 873.29 | 1,994.95 | 1,167.05 | | | **4,841.96** | |
| Angela Martinez - Parent Mtg | 142.79 | 58.44 | | 31.17 | 64.87 | | **297.27** | |
| Angela Martinez Other | | | | | | | **0.00** | **28,358.63** |
| Broadway A | 2,579.35 | 1,735.09 | 1,670.79 | | | 572.13 | **6,557.36** | |
| Broadway B | 954.53 | 1,108.81 | 308.37 | | | 73.05 | **2,444.76** | |
| Broadway V-Virtual | | | | | | | **0.00** | |
| Broadway - Parent Mtg | 73.05 | 116.88 | | | | | **189.93** | |
| Broadway Other | | | | | | | **0.00** | **9,192.05** |
| California City A (AM) | 7,825.72 | 4,247.22 | 5,076.28 | | | | **17,149.22** | |
| California City B (PM) | 5,593.31 | 5,342.39 | 3,555.67 | | | | **14,491.37** | |
| California City V - Virtual | | | | | | | **0.00** | |
| California City - Parent Mtg | 97.79 | 56.88 | | | | | **154.67** | |
| California City Other | | | | | | | **0.00** | **31,795.26** |
| Cleo Foran A | 3,707.64 | 1,480.48 | 2,212.35 | 1,461.00 | 1,509.51 | 220.71 | **10,591.69** | |
| Cleo Foran EHS 1 | 1,587.62 | 1,557.23 | 990.17 | 487.00 | | | **4,622.02** | |
| Cleo Foran V-Virtual | | | | | | | **0.00** | |
| Cleo Foran - Parent Mtg | 38.96 | | | 38.96 | | | **77.92** | |
| Cleo Foran Other | | | | | | | **0.00** | **15,291.63** |
| Delano A | 3,839.52 | 4,187.03 | 3,400.43 | | | | **11,426.98** | |
| Delano B | 4,369.76 | 2,200.26 | 1,886.06 | | | | **8,456.08** | |
| Delano C | 5,074.54 | 2,877.00 | 2,327.09 | | | 965.82 | **11,244.45** | |
| Delano D | 292.20 | 1,391.26 | 1,126.53 | | | 482.52 | **3,292.51** | |
| Delano V-Virtual | | | | | | | **0.00** | |
| Delano - Parent Mtg | 38.96 | 97.40 | | | | | **136.36** | |
| Delano Other | | | | | | | **0.00** | **34,556.38** |
| East California A | 3,468.62 | 4,699.94 | 7,351.76 | 2,793.82 | 1,065.37 | 1,806.19 | **21,185.70** | |
| East California B | 7,273.27 | 5,092.07 | 3,411.93 | 2,176.31 | 805.11 | 2,397.79 | **21,156.48** | |
| East California EHS 1 | 603.69 | 584.40 | 503.17 | 1,062.63 | 746.67 | 1,108.60 | **4,609.16** | |
| East California EHS 2 | 1,313.34 | 1,704.50 | 1,285.68 | 1,118.54 | 1,056.79 | 931.73 | **7,410.58** | |
| East California EHS V-Virtual | | | | | | | **0.00** | |
| East California - Parent Mtg | 14.61 | 77.92 | | 58.44 | 38.96 | | **189.93** | |
| East California Other | | | | | | | **0.00** | **54,551.85** |
| Fairfax A | 2,453.12 | 2,029.42 | 1,606.13 | | | 470.63 | **6,559.30** | |
| Fairfax B | 2,121.76 | 2,225.78 | 1,404.31 | | | 472.00 | **6,223.85** | |
| Fairfax V - Virtual | | | | | | | **0.00** | |
| Fairfax - Parent Mtg | 136.36 | 214.28 | | | | | **350.64** | |
| Fairfax Other | | | | | | | **0.00** | **13,133.79** |
| Fairview A (AM) | 5,567.40 | 7,484.22 | 5,077.66 | | | | **18,129.28** | |
| Fairview B (PM) | 5,371.41 | 3,462.57 | 4,299.63 | | | | **13,133.61** | |
| Fairview V - Virtual | | | | | | | **0.00** | |
| Fairview - Parent Mtg | 214.28 | 175.32 | | | | | **389.60** | |
| Fairview Other | | | | | | | **0.00** | **31,652.49** |
| Harvey L. Hall A | 2,555.59 | 2,715.90 | 2,686.50 | 3,128.88 | 662.32 | 1,660.67 | **13,409.86** | |
| Harvey L. Hall B | 2,619.87 | 2,440.26 | 1,554.12 | 941.47 | 603.88 | 186.42 | **8,346.02** | |
| Harvey L. Hall C | | | | | | | **0.00** | |

# YEAR-TO-DATE IN-KIND REPORT DETAIL
## 2022-2023

**PREPARED BY LIZABETH LOPEZ**

| LOCATION | MAR | APR | MAY | JUN | JUL | AUG | TOTAL | YTD TOTAL |
|---|---|---|---|---|---|---|---|---|
| Harvey L. Hall D | 1,451.07 | | 852.44 | | | | **2,303.51** | |
| Harvey L. Hall G | | | | | | | **0.00** | |
| Harvey L. Hall H | | | | | | | **0.00** | |
| Harvey L. Hall EHS 1 | 1,258.40 | 1,192.96 | 1,250.22 | 908.94 | 974.19 | 552.06 | **6,136.77** | |
| Harvey L. Hall EHS 2 | 1,584.69 | 1,509.70 | 2,029.42 | 1,499.96 | 1,152.82 | 1,077.83 | **8,854.42** | |
| Harvey L. Hall EHS 3 | 539.80 | 788.94 | 352.20 | 48.70 | 164.02 | 251.68 | **2,145.34** | |
| Harvey L. Hall EHS 4 | 2,041.12 | 1,709.56 | 2,030.79 | 1,449.70 | 981.60 | | **8,212.77** | |
| Harvey L. Hall EHS 5 | 1,563.27 | 1,138.02 | 186.81 | 1,134.91 | 1,182.24 | 1,416.19 | **6,621.44** | |
| Harvey L. Hall EHS 6 | 1,146.01 | 1,327.95 | 1,201.14 | 1,112.11 | 1,087.38 | 652.58 | **6,527.17** | |
| Harvey L. Hall EHS 7 | | | | | | | **0.00** | |
| Harvey L. Hall EHS 8 | | | | | | | **0.00** | |
| Harvey L. Hall EHS 9 | | | | | | | **0.00** | |
| Harvey L. Hall EHS 10 | | | | | | | **0.00** | |
| Harvey L. Hall V- Virtual | | | | | | | **0.00** | |
| Harvey L. Hall - Parent Mtg | 89.22 | | | 506.48 | 97.40 | | **693.10** | |
| Harvey L. Hall Foster Grandparent | | | | | | | **0.00** | |
| Harvey L. Hall Other | | | | | | | **0.00** | **63,250.40** |
| Heritage Park A | 956.67 | 1,088.35 | 397.20 | | | | **2,442.22** | |
| Heritage Park B | | | | | | | **0.00** | |
| Heritage Park - Parent Mtg | 253.24 | 409.08 | | | | | **662.32** | |
| Heritage Park Other | | | | | | | **0.00** | **3,104.54** |
| Lamont A (AM) | 3,535.62 | | | | | | **3,535.62** | |
| Lamont B (PM) | | | | | | | **0.00** | |
| Lamont - Parent Mtg | 43.83 | 104.61 | | | | | **148.44** | |
| Lamont Other | | | | | | | **0.00** | **3,684.06** |
| Martha J. Morgan A | 4,780.00 | 5,048.63 | 5,874.78 | 3,712.50 | | | **19,415.91** | |
| Martha J. Morgan EHS 1 | 1,951.12 | 1,910.60 | 2,667.01 | 1,912.35 | | | **8,441.08** | |
| Martha J. Morgan EHS 2 | 2,045.40 | 2,112.02 | 2,199.68 | 1,284.71 | | | **7,641.81** | |
| Martha J. Morgan EHS 3 | | | | | | | **0.00** | |
| Martha J. Morgan EHS 4 | | | | | | | **0.00** | |
| Martha J. Morgan V- Virtual | | | | | | | **0.00** | |
| Martha J. Morgan Parent Mtg | 200.06 | 187.01 | | 97.79 | 106.56 | | **591.42** | |
| Martha J. Morgan Other | | | | | | | **0.00** | **36,090.22** |
| McFarland A | 14,671.58 | 13,770.80 | 6,653.56 | | | 1,055.23 | **36,151.17** | |
| McFarland V-Virtual | | | | | | | **0.00** | |
| McFarland - Parent Mtg | 83.76 | 68.18 | | | | | **151.94** | |
| McFarland Other | | | | | | | **0.00** | **36,303.11** |
| Mojave A | | | | | | | **0.00** | |
| Mojave B | | | | | | | **0.00** | |
| Mojave - Parent Mtg | | | | | | | **0.00** | |
| Mojave Other | | | | | | | **0.00** | **0.00** |
| Oasis A | | | | | | | **0.00** | |
| Oasis B | 2,657.46 | 2,878.56 | 2,105.39 | | | | **7,641.41** | |
| Oasis C | 3,604.77 | 4,524.62 | 3,197.45 | | | | **11,326.84** | |
| Oasis E | | | | | | | **0.00** | |
| Oasis D | | | | | | | **0.00** | |
| Oasis - Parent Mtg | 48.70 | | | | | | **48.70** | |
| Oasis Other | | | | | | | **0.00** | **19,016.95** |
| Pete H. Parra A | 5,564.66 | 5,065.39 | 5,805.24 | 4,126.84 | | 1,382.69 | **21,944.82** | |
| Pete H. Parra B | 2,397.61 | 2,520.71 | 3,016.67 | 2,659.02 | | 805.11 | **11,399.12** | |
| Pete H. Parra C | 6,158.61 | 5,481.86 | 5,718.75 | 2,905.24 | | 2,821.10 | **23,085.56** | |
| Pete H. Parra D | | | | | | | **0.00** | |
| Pete H. Parra EHS 1 | 2,660.78 | 2,889.47 | 2,577.01 | 3,189.65 | 1,779.11 | 1,559.96 | **14,655.98** | |
| Pete H. Parra EHS 2 | 2,741.04 | 2,757.98 | 2,309.74 | 2,553.83 | 2,713.95 | 2,350.46 | **15,427.00** | |
| Pete H. Parra EHS 3 | 618.88 | 1,104.52 | 543.88 | 1,201.53 | 658.23 | 679.46 | **4,806.50** | |
| Pete H. Parra EHS 4 | 2,051.05 | 2,716.48 | 3,037.52 | 2,376.36 | 1,256.27 | 1,481.65 | **12,919.33** | |
| Pete H. Parra EHS 5 | | | | | | | **0.00** | |

# YEAR-TO-DATE IN-KIND REPORT DETAIL
## 2022-2023

**PREPARED BY LIZABETH LOPEZ**

| LOCATION | MAR | APR | MAY | JUN | JUL | AUG | TOTAL | YTD TOTAL |
|---|---|---|---|---|---|---|---|---|
| Pete H. Parra EHS 6 | | | | | | | **0.00** | |
| Pete H. Parra V - Virtual | | | | | | | **0.00** | |
| Pete H. Parra - Parent Mtg | 90.97 | 116.88 | | 113.57 | 25.91 | | **347.33** | |
| Pete H. Parra Foster Grand | | | | | | | **0.00** | |
| Pete H. Parra Misc | | | | | | | **0.00** | **104,585.64** |
| Planz A | 993.29 | 883.22 | 506.48 | | | | **2,382.99** | |
| Planz V-Virtual | | | | | | | **0.00** | |
| Planz - Parent Mtg | 57.47 | 25.91 | | | | | **83.38** | |
| Planz Other | | | | | | | **0.00** | **2,466.37** |
| Primeros Pasos A | 3,963.40 | 2,797.72 | 4,470.47 | 3,999.64 | | 1,811.07 | **17,042.30** | |
| Primeros Pasos B | 3,959.31 | 3,782.43 | 4,411.44 | 3,284.93 | 1,319.77 | 2,292.02 | **19,049.90** | |
| Primeros Pasos C | 97.40 | | 688.23 | | | | **785.63** | |
| Primeros Pasos EHS 1 | 568.23 | 1,331.07 | 1,396.13 | 1,649.18 | 641.28 | | **5,585.89** | |
| Primeros Pasos EHS 2 | 1,420.29 | 1,357.17 | 1,142.89 | | 812.90 | | **4,733.25** | |
| Primeros Pasos V- Virtual | | | | | | | **0.00** | |
| Primeros Pasos Parent Mtg | 59.80 | 31.17 | | 138.70 | 79.28 | | **308.95** | |
| Primeros Pasos Other | | | | | | | **0.00** | **47,505.92** |
| Rosamond A | | | | | | | **0.00** | |
| Rosamond B | | | | | | | **0.00** | |
| Rosamond C | 5,397.71 | 4,384.75 | 923.74 | | | | **10,706.20** | |
| Rosamond D | 2,309.35 | 2,124.29 | 140.84 | | | | **4,574.48** | |
| Rosamond V -Virtual | | | | | | | **0.00** | |
| Rosamond - Parent Mtg | 5.84 | 19.48 | | | | | **25.32** | |
| Rosamond Other | | | | | | | **0.00** | **15,306.00** |
| San Diego 1 (EHS) | 771.41 | 58.44 | 150.97 | 1,093.61 | 1,459.25 | 891.41 | **4,425.09** | |
| San Diego 2 (EHS) | 861.80 | 194.80 | 1,351.92 | 779.20 | | 352.20 | **3,539.92** | |
| San Diego 3 (EHS) | 594.14 | | 201.23 | | | 590.83 | **1,386.20** | |
| San Diego 4 (EHS) | | | | | | 1,006.15 | **1,006.15** | |
| San Diego 5 (EHS) | 1,558.21 | 194.80 | 1,496.46 | 1,290.55 | 1,561.33 | | **6,101.35** | |
| San Diego - Parent Mtg | 178.63 | 160.71 | | 198.31 | 210.97 | | **748.62** | |
| San Diego Other | | | | | | | **0.00** | **17,207.33** |
| Seibert A (AM) | | | | | | | 0.00 | |
| Seibert B (PM) | | | | | | | 0.00 | |
| Seibert V-Virtual | | | | | | | 0.00 | |
| Seibert - Parent Mtg | 106.75 | 64.87 | | | | | 171.62 | |
| Seibert Other | | | | | | | 0.00 | **171.62** |
| Shafter HS A | 8,747.51 | 9,305.01 | 7,989.15 | 9,563.12 | 2,218.97 | 2,364.88 | **40,188.64** | |
| Shafter HS V - Virtual | | | | | | | **0.00** | |
| Shafter HS - Parent Mtg | 143.18 | 116.88 | | 126.62 | 105.58 | | **492.26** | |
| Shafter HS Other | | | | | | | **0.00** | **40,680.90** |
| Shafter EHS 1 | 2,078.71 | 1,392.24 | 1,659.11 | 2,109.30 | 1,550.22 | 2,882.65 | **11,672.23** | |
| Shafter EHS 2 | | | | | | | **0.00** | |
| Shafter EHS 3 | 4,138.92 | 3,855.29 | 3,368.87 | 1,789.04 | 1,970.79 | 1,897.55 | **17,020.46** | |
| Shafter EHS - Parent Mtg | 75.00 | 50.06 | | 48.70 | 19.48 | | **193.24** | |
| Shafter EHS Other | | | | | | | **0.00** | **28,885.93** |
| Sterling A | 1,049.59 | 1,250.03 | 745.69 | 358.82 | 204.54 | 282.46 | **3,891.13** | |
| Sterling B | 2,200.86 | 2,228.71 | 2,554.42 | 2,011.51 | 769.27 | 418.82 | **10,183.59** | |
| Sterling C | 2,462.86 | 1,857.22 | 2,006.44 | 1,320.35 | 691.53 | 505.51 | **8,843.91** | |
| Sterling EHS 1 | 900.95 | 1,218.86 | 1,235.23 | 998.35 | 1,220.81 | 1,280.81 | **6,855.01** | |
| Sterling EHS 2 | | | | | | 222.46 | **222.46** | |
| Sterling EHS 3 | 430.31 | 29.22 | 336.03 | 350.64 | 145.51 | 202.98 | **1,494.69** | |
| Sterling EHS 4 | 454.47 | 868.42 | 788.94 | 727.58 | 809.98 | 202.98 | **3,852.37** | |
| Sterling EHS 5 | 1,009.65 | 498.50 | 469.47 | 581.87 | 599.01 | 100.71 | **3,259.21** | |
| Sterling EHS 6 | | | | | | | **0.00** | |
| Sterling EHS 7 | | | | | | | **0.00** | |
| Sterling EHS 8 | | | | | | | **0.00** | |
| Sterling V-Virtual | | | | | | | **0.00** | |

# YEAR-TO-DATE IN-KIND REPORT DETAIL
## 2022-2023

**PREPARED BY LIZABETH LOPEZ**

| LOCATION | MAR | APR | MAY | JUN | JUL | AUG | TOTAL | YTD TOTAL |
|---|---|---|---|---|---|---|---|---|
| Sterling -Parent Mtg | 77.92 | 194.80 | | 77.92 | 97.40 | | **448.04** | |
| Sterling Other | | | | | | | **0.00** | **39,050.41** |
| Sunrise Villa A | 2,814.67 | 2,099.56 | | | | | **4,914.23** | |
| Sunrise Villa B | | | | | | | | |
| Sunrise Villa C | | | | | | | | |
| Sunrise Villa V - Virtual | | | | | | | **0.00** | |
| Sunrise Villa - Parent Mtg | 77.92 | | | | | | **77.92** | |
| Sunrise Villa Other | | | | | | | **0.00** | **4,992.15** |
| Taft A | 1,201.74 | 1,499.96 | 756.02 | | | | **3,457.72** | |
| Taft B | | 379.86 | 220.71 | | | | **600.57** | |
| Taft C | 2,268.65 | 1,822.55 | 1,388.54 | | | | **5,479.74** | |
| Taft D | | | | | | | **0.00** | |
| Taft V-Virtual | | | | | | | **0.00** | |
| Taft Parent Meeting | 99.93 | 68.18 | | | | | **168.11** | |
| Taft Other | | | | | | | **0.00** | **9,706.14** |
| Tehachapi A (AM) | 1,425.54 | 1,222.37 | 787.19 | | | | **3,435.10** | |
| Tehachapi B (PM) | | 141.23 | | | | | **141.23** | |
| Tehachapi V Virtual | | | | | | | **0.00** | |
| Tehachapi - Parent Mtg | 248.37 | 331.16 | | | | | **579.53** | |
| Tehachapi Other | | | | | | | **0.00** | **4,155.86** |
| Vineland A | 746.67 | 1,182.24 | | | | | **1,928.91** | |
| Vineland V -Virtual | | | | | | | **0.00** | |
| Vineland - Parent Mtg | 102.27 | 142.79 | | | | | **245.06** | |
| Vineland Other | | | | | | | **0.00** | **2,173.97** |
| Virginia A (AM) | 4,885.98 | 3,454.00 | 3,291.52 | | | | **11,631.50** | |
| Virgina B (PM) | 2,404.22 | 2,819.54 | 2,116.89 | | | | **7,340.65** | |
| Virginia - Parent Mtg | 40.52 | 40.52 | | | | | **81.04** | |
| Virginia V-Virtual | | | | | | | | |
| Virginia Other | | | | | | | **0.00** | **19,053.19** |
| Wesley A | 5,515.58 | 5,746.60 | 3,896.76 | | | 418.82 | **15,577.76** | |
| Wesley B | 3,798.22 | 3,198.03 | 2,273.11 | | | 253.24 | **9,522.60** | |
| Wesley C | 4,812.53 | 4,486.05 | 2,546.03 | | | 1,437.04 | **13,281.65** | |
| Wesley D | 3,248.09 | 2,785.64 | 2,287.15 | | | 746.47 | **9,067.35** | |
| Wesley V -Virtual | | | | | | | **0.00** | |
| Wesley - Parent Meeting | 506.48 | 126.62 | | | | | **633.10** | |
| Wesley Other | | | | | | | **0.00** | **48,082.46** |
| Willow A | 2,855.77 | 3,141.15 | 2,360.39 | | | | **8,357.31** | |
| Willow B | | | | | | | **0.00** | |
| Willow C | 3,504.65 | 2,652.59 | 1,042.18 | | | | **7,199.42** | |
| Willow V-Virtual | | | | | | | **0.00** | |
| Willow - Parent Meeting | 58.44 | 58.44 | | | | | **116.88** | |
| Willow Other | | | | | | | **0.00** | **15,673.61** |
| HB Craig, H. | | | | | | | **0.00** | |
| HB Flores, A. | | | | | | | **0.00** | |
| HB Garcia, F. | | | | | | | **0.00** | |
| HB Hilton, M. | 14.61 | 1,202.30 | | 19.48 | 956.08 | 1,912.16 | **4,104.63** | |
| HB Jimenez, A. | | | | | | | **0.00** | |
| HB Kohler L. | 217.40 | | | | 72.08 | | **289.48** | |
| HB Lopez, M. | 170.45 | 592.58 | 545.44 | | | | **1,308.47** | |
| HB Lugo, L. | 1,842.42 | 1,306.72 | 1,597.36 | 1,131.40 | 727.19 | | **6,605.09** | |
| HB Martinez, M. | 150.97 | 61.95 | | | 696.41 | | **909.33** | |
| HB Moreno, L. | 319.86 | 1,194.71 | 825.17 | 9.35 | 506.87 | | **2,855.96** | |
| HB Ponce, J. | | 521.09 | 548.56 | 564.53 | 478.62 | 110.06 | **2,222.86** | |
| HB Solorio, A. | | | | | | | **0.00** | |
| HB Varela, C. | 2,012.68 | 2,032.35 | 2,188.00 | 974.00 | 503.17 | | **7,710.20** | |
| HB Vidaury E. | 172.01 | | | | | | **172.01** | **26,178.03** |
| Administrative | | | | | | | **0.00** | |

# YEAR-TO-DATE IN-KIND REPORT DETAIL
## 2022-2023

**PREPARED BY LIZABETH LOPEZ**

| LOCATION | MAR | APR | MAY | JUN | JUL | AUG | TOTAL | YTD TOTAL |
|---|---|---|---|---|---|---|---|---|
| Education | | | | | | | **0.00** | |
| Health | | | | | | | **0.00** | |
| Wellness | | | | | | | **0.00** | |
| Nutrition | | | | | | | **0.00** | |
| Family & Community Partners | | | | | | | **0.00** | |
| Disabilities | | | | | | | **0.00** | |
| Occupancy | | | | | | | **0.00** | |
| Other Program | 370.12 | | | | | | **370.12** | |
| PC Finance | | | | | | | **0.00** | |
| PC By Laws | | | | 52.59 | | 48.89 | **101.48** | |
| PC Personnel | | | | | | | **0.00** | |
| PC Planning | | | | 339.24 | | | **339.24** | |
| Governance - PC | 367.95 | 213.09 | 210.24 | 34.28 | | | **825.56** | **1,636.40** |
| General Child Care (8130-120) | 225,590.34 | 215,386.27 | 223,644.73 | 214,039.76 | 124,811.02 | | **1,003,472.12** | **1,003,472.12** |
| State Preschool (8135-120) | 468,475.89 | 403,837.41 | 407,462.04 | 237,629.90 | 121,178.64 | | **1,638,583.88** | **1,638,583.88** |
| Migrant Child Care (8140-120) | 8,158.97 | 10,869.88 | 12,275.03 | 10,345.36 | 4,911.53 | | **46,560.77** | **46,560.77** |
| **MONTHLY TOTALS** | **949,576.35** | **856,056.28** | **838,413.88** | **554,782.80** | **291,180.01** | **51,862.61** | **3,541,871.93** | |
| **GL Total** | **949,576.35** | 856,056.28 | 838,413.88 | 554,782.80 | 291,180.01 | 51,862.61 | | |
| **Difference** | **-** | **-** | **-** | **-** | **-** | **-** | **3,541,871.93** | **3,541,871.93** |

| LOCATION | MAR | APR | MAY | JUNE | JULY | AUGUST | TOTAL | YTD TOTAL |
|---|---|---|---|---|---|---|---|---|
| California St. 1 | 2,665.45 | 1,899.30 | 1,509.51 | 1,314.90 | | | **7,389.16** | |
| California St. 2 | 2,035.66 | 2,949.66 | 3,517.89 | 2,678.50 | | | **11,181.71** | |
| California St. 3 | 2,494.81 | 1,569.70 | 1,808.14 | 1,266.20 | | | **7,138.85** | |
| California St. Parent Mtg | 19.48 | | 4.87 | | | | **24.35** | |
| California St. Other | | | | | | | **0.00** | **25,734.07** |
| Chrisman 1 | 1,046.66 | 300.38 | 662.71 | 639.92 | 656.48 | | **3,306.15** | |
| Chrisman 2 | 2,617.92 | 3,136.87 | 3,242.64 | 2,474.16 | 2,218.38 | | **13,689.97** | |
| Chrisman 3 | 797.51 | 768.29 | 725.24 | 955.49 | 1,232.69 | | **4,479.22** | |
| Chrisman 4 | | | | | | | **0.00** | |
| Chrisman Parent Mtg | | | | | | | **0.00** | |
| Chrisman Other | | | | | | | **0.00** | **21,475.34** |
| **Gianone 1** | | | | | | | **0.00** | |
| **Gianone Parent Mtg** | | | | | | | **0.00** | |
| Kennedy 1 | 2,778.04 | 2,654.73 | 1,391.26 | 978.87 | 1,471.71 | | **9,274.61** | |
| Kennedy 2 | 2,059.42 | 1,971.38 | 1,196.46 | 968.16 | 1,478.73 | | **7,674.15** | |
| Kennedy Parent Mtg | | | | | | | **0.00** | |
| Kennedy Other | | | | | | | **0.00** | **16,948.76** |
| Lodi Home Base #1 | 1,496.07 | 877.38 | | 746.87 | | | **3,120.32** | |
| Lodi Home Base #2 | | | | | | | **0.00** | |
| Lodi Home Base #3 | 2,334.09 | 3,137.25 | 3,091.67 | 1,543.99 | 480.77 | | **10,587.77** | |
| Lodi Home Base Parent Mtg | 77.92 | 97.40 | 77.92 | 58.44 | | | **311.68** | |
| Lodi Home Base Other | | | | | | | **0.00** | **14,019.77** |
| Lodi UCCC 1 | | 534.14 | 1,088.15 | | | | **1,622.29** | |
| Lodi UCCC 2 | 538.82 | 735.37 | 770.83 | 1,642.75 | 2,162.09 | | **5,849.86** | |
| Lodi UCCC 3 | 899.19 | 771.40 | 477.65 | 401.87 | 245.25 | | **2,795.36** | |
| Lodi UCCC 4 | 1,392.63 | 532.39 | 1,223.93 | 1,006.53 | 2,949.28 | | **7,104.76** | |
| Lodi UCCC Parent Mtg | 38.96 | 38.96 | 38.96 | 58.44 | | | **175.32** | |
| Lodi UCCC Other | | | | | | | **0.00** | **17,547.59** |
| Manteca Home Base 1 | 2,146.11 | 3,879.05 | 2,197.93 | 2,955.31 | 3,308.11 | | **14,486.51** | |
| Manteca Home Base 2 | 721.74 | 1,035.16 | 1,200.36 | 756.02 | | | **3,713.28** | |
| Manteca Home Base 3 | | | | | | | **0.00** | |
| Manteca Home Base Parent Mtg | | | 56.88 | | | | **56.88** | |
| Manteca Home Base Other | | | | | | | **0.00** | **18,256.67** |
| Marci Massei 1 | | | | | 178.63 | | **178.63** | |
| Marci Massei 2 | 1,394.38 | 1,766.83 | 1,706.06 | 1,598.92 | 1,493.34 | | **7,959.53** | |

# YEAR-TO-DATE IN-KIND REPORT DETAIL
## 2022-2023

**PREPARED BY LIZABETH LOPEZ**

| LOCATION | MAR | APR | MAY | JUN | JUL | AUG | TOTAL | YTD TOTAL |
|---|---|---|---|---|---|---|---|---|
| Marci Massei 3 | 892.77 | 1,110.94 | 1,006.34 | 1,065.75 | 195.57 | | **4,271.37** | |
| Marci Massei Parent Mtg | 105.58 | 12.27 | 48.70 | | | | **166.55** | |
| Marci Massei Other | | | | | | | **0.00** | **12,576.08** |
| St. Mary's 1 | 526.93 | | | 243.50 | 402.46 | | **1,172.89** | |
| St. Mary's 2 | | 146.10 | 149.41 | | 159.15 | | **454.66** | |
| St. Mary's 3 | 396.03 | 1,237.96 | 503.17 | 223.05 | 920.43 | | **3,280.64** | |
| St. Mary's Parent Mtg | 19.48 | | 17.92 | | | | **37.40** | |
| St. Mary's Other | | | | | | | **0.00** | **4,945.59** |
| Stockton Home Base #1 | 3,619.97 | 3,126.93 | 2,242.54 | 681.80 | 1,256.46 | | **10,927.70** | |
| Stockton Home Base #2 | | | 285.77 | | | | **285.77** | |
| Stockton Home Base #3 | 2,113.39 | 1,850.60 | 956.08 | | | | **4,920.07** | |
| Stockton Home Base #4 | 1,478.73 | 473.95 | | | | | **1,952.68** | |
| Stockton Home Base #5 | | | | | | | **0.00** | |
| Stockton Home Base #6 | | | | | | | **0.00** | |
| Stockton Home Base #7 | 459.34 | 1,100.62 | 431.87 | 279.15 | | | **2,270.98** | |
| Stockton Home Base #8 | | | | | | | **0.00** | |
| Stockton HB Parent Mtg | 58.44 | 77.92 | 84.35 | | | | **220.71** | |
| Stockton Home Base Other | | | | | | | **0.00** | **20,577.91** |
| Tracy Home Base #1 | 2,220.92 | 3,607.11 | 3,269.33 | 3,855.29 | | | **12,952.65** | |
| Tracy HB Parent Meeting | | | | | | | **0.00** | |
| Tracy Home Base Other | | | | | | | **0.00** | **12,952.65** |
| Walnut 1 | | | | | | | **0.00** | |
| Walnut 2 | 564.92 | 852.25 | 606.41 | 878.55 | 795.37 | | **3,697.50** | |
| Walnut 3 | 4,053.40 | 4,162.10 | 3,516.14 | 4,214.11 | 4,246.26 | | **20,192.01** | |
| Walnut Parent Mtg | 58.44 | | 53.57 | | | | **112.01** | |
| Walnut Other | | | | | | | **0.00** | **24,001.52** |
| | | | | | | | | |
| Administrative | | | | | | | **0.00** | **0.00** |
| Program | 100.00 | 100.00 | 696.76 | 517.67 | | | **1,414.43** | |
| Occupancy | | | | | | | **0.00** | **1,414.43** |
| Policy Council | | | | | | | **0.00** | **0.00** |
| General Child Care (8130-120) | 71,286.87 | 70,881.14 | 72,768.32 | 60,411.75 | 29,738.46 | | **305,086.54** | **305,086.54** |
| | | | | | | | | |
| **MONTHLY TOTAL** | **115,510.07** | **117,395.53** | **112,625.74** | **94,415.96** | **55,589.62** | **-** | **495,536.92** | **190,450.38** |
| **GL Total** | 115,510.07 | 117,395.53 | 112,625.74 | 94,415.96 | 55,589.62 | | | |
| **Difference** | - | - | - | - | - | - | 495,536.92 | |

**Total In-kind** **4,037,408.85**

## DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

| | |
|---|---|
| **Division/Director:** Head Start/State Child Development/Yolanda Gonzales | **Month/Year:** August 2022 |
| **Program/Work Unit:** Head Start/Early Head Start | **Program Administrator:** 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 | Disabilities | Over Income 131%+ up to 10%<br><br>101—130% Up to 35% |
|---|---|---|---|---|---|
| Head Start<br>• 8 Classrooms Fully Closed | **1317**<br>155 | **616** | **48%** | **2%** | **2%**<br>**6%** |
| Early Head Start<br>• 18 Classrooms Fully Closed/ 9 Classrooms Partially Closured | **908**<br>189 | **577** | **64%** | **9%** | **8%**<br>**5%** |

| Home Visiting Program | Cumulative Enrollment | Contract Enrollment Target |
|---|---|---|
| | **163** | **240** |

| Division Staffing = 701 | | | |
|---|---|---|---|
| Currently Employed | Vacant Positions | Continuous Family Leave | Intermittent Family Leave |
| 602 | 99 | 39 | 60 |

**HIGHLIGHTS:** Four staff were four staff onboarded, three staff were promoted, and there were interviews for three open requisitions. There were also 18 resignations.

**Program Update & Compliance**

Kern:

- 8/4/22- Ready-Set Back to School Health and Wellness Fair host by the Child Support Office.
- Part-Year Centers re-opened on August 15, 2022.
- Four business contacted regarding recruitment opportunities for enrollment.

Partnership:

- Escuelita Hernandez passed their fire inspection on August 26, 2022. The licensing state inspection will be on September 12th. Once the inspection is passed, we will provide in-person services for the infant classroom.
- In the month of August, all partnership sites were offered to participate in Ready Rosie "Give Me Ten." Parent Workshops were facilitated by CAPK Family Advocates. The workshops focused on "Positive Discipline."

- In partnership with Garden Pathways, we will be hosting a Resource Fair for the community on October 8, 2022, time will be 10am-2pm. We currently have 20 vendors signed up to participate. In August, staff participated in two recruitment events, The Kern County Child Support Backpack Giveaway and the Back-to-School Giveaway at Bakersfield Indian Health Project Sam Dimas.

SJC:

The following event have or will take place in San Joaquin County

- 8/18/22- Cesar Chavez HS back to school night – targeting expectant families
- Currently planning with the focus of recruiting home-based families. Center based will reach their maximum enrollment according to the staff we have available.
- Flea market @ the fairgrounds (Thursdays)
- WIC offices in the following cities- Manteca, Tracy & Lodi.
- High Schools in Lodi, Lathrop, Manteca, Linden, & Escalon
- Food banks

*Dates TBD

Compliance:

- The Head Start (HS) /Early Head Start (EHS) grants submitted their annual Program Information Report (PIR) to the Office of Head Start. The PIR is a requirement for all HS/EHS programs. The Office of Head Start utilizes the PIR reports from all grantees, and compiles information around demographics, program statistics, and general information on Head Start enrollment history.

| **Central Kitchen August 2022** | | | | |
|---|---|---|---|---|
| **Meals & Snacks** | **Total # Prepared** | **Breakfast** | **Lunch** | **Snack** |
| Center Totals | **49,303** | 18,181 | 15,491 | 15,506 |

**HIGHLIGHTS:** Part-year staff returned on August 8, 2022. Additionally, equipment for the new kitchen at Pete Parra and the new Stockdale center has been ordered.

| **CACFP** | | | | | | |
|---|---|---|---|---|---|---|
| **July 2022** | | | | | | |
| **Total Meals Delivered** | | | **Meals Allocated** | | **# of Meals Served** | **% of Meals Served** |
| Central Kitchen | Vendor Meals | Total Meals | CACFP/USDA | HS/EHS | | |
| 31,740 | 7,830 | 39,570 | 16,534 | 23,036 | 18,814 | 48% |

| ACF<br>Administration for Children and Families | U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES | |
|---|---|---|
| | 1. Log No. ACF-IM-HS-22-06 | 2. Issuance Date: 09/12/2022 |
| | 3. Originating Office: Office of Head Start | |
| | 4. Key Words: Head Start Workforce; Compensation; Wages; Benefits; Bonuses; Recruitment and Retention; Apprenticeship; Career Pathways; Teacher Qualifications Waiver | |

**INFORMATION MEMORANDUM**

**TO:** All Head Start and Early Head Start Grant Recipients

**SUBJECT:** Strategies to Stabilize the Head Start Workforce

**INFORMATION:**

The federal Head Start program is a nationally recognized leader in the field of early childhood education for providing innovative, high-quality services to the children and families who will most benefit from early education and comprehensive services. In this memo, "Head Start" refers to Head Start, Early Head Start, Migrant and Seasonal Head Start, and American Indian and Alaska Native Head Start programs, services, and staff, unless otherwise specified. The credentials and qualifications of Head Start staff have significantly increased over the past decade, while their compensation has been persistently low. Stagnant wages and lack of comprehensive benefits and wellness supports make it difficult to recruit and retain staff, which contributes to classroom closures and high caseloads for current staff. A well-compensated and supported workforce is essential to providing high-quality services to promote children's optimal development and family well-being. The Office of Head Start (OHS) draws upon the legacy of Head Start leadership in the early childhood field to encourage programs to appropriately compensate and support their staff.

Head Start staff are deeply committed to the mission of the program and are highly qualified professionals. OHS encourages programs to look holistically at their organizational structure and identify sustainable ways to support and compensate staff accordingly. As needed, OHS encourages grant recipients to consider restructuring their programs as a sustainable mechanism for providing increased compensation and other necessary supports to staff. This requires a balance of effectively providing high-quality, comprehensive services to the highest need children and families while improving staff compensation and supports. This may include consolidating grants, restructuring management or organizations, or requesting a reduction in the overall number of funded slots while continuing to prioritize services to the children and families who are most in need.

During this process, we encourage programs to consider equity issues in pay and benefits for staff. Research shows that, like other fields, there are ethnic and racial pay disparities in early childhood education. We understand these are difficult decisions that will take time and careful consideration of local wages, cost of living, data on current enrollment and staffing, and other relevant information.

If a program requests an enrollment reduction to increase staff compensation, the request should focus on those positions for which staffing challenges are most pressing and are impeding the program from fully serving children and families. We encourage programs to take the time needed to make such decisions through thoughtful, data-informed strategic planning, while not reducing the quality of services for children and families. All enrollment reduction requests must be submitted via the Head Start Enterprise System (HSES). Regional Offices will carefully review each request to determine whether it can be approved.

This Information Memorandum (IM) highlights strategies to support the Head Start workforce that grant recipients can begin working toward immediately.

**Increase Compensation and Financial Supports for Head Start Staff**

*Permanently Increase Compensation*

OHS strongly encourages Head Start grant recipients to permanently increase compensation, which is the most effective strategy in retaining and recruiting qualified staff. When considering an increase in staff compensation, OHS encourages programs to use findings from their wage comparability study to help support their decisions. Programs can consider elementary school settings for purposes of wage comparability, including neighboring school districts. OHS also urges programs to consider benefits that might be critical to recruit and retain a qualified, diverse workforce — such as health care, retirement, and paid leave benefits — and compete with other employers providing comparable services in their local job market. Additionally, the Financial Essential Series may help programs in restructuring existing budgets to align with program goals and support high-quality program services.

*Offer Bonuses, Short-term Pay Increases, or Other Financial Incentives*

As detailed in ACF-IM-HS-22-04 Competitive Bonuses for the Head Start Workforce, programs can use American Rescue Plan (ARP), other COVID-19 relief, or base grant funds to provide retention bonuses, hiring bonuses, or other financial incentives to staff to support their workforce in the short-term. OHS encourages programs to prioritize bonuses or incentives for staff who have an established tenure with the program, and to consider distributing any hiring bonuses out over time rather than in one lump sum. OHS also strongly urges programs to use their own data on the workforce to determine for which positions bonuses might be most impactful. OHS reminds programs that any bonuses or incentives for staff must be incorporated into their personnel policies and procedures approved by the governing body and Policy Council or policy committee. Since monetary bonuses likely count as income, grant recipients should understand income requirements for public benefits to determine how such bonuses may impact staff members' access to these benefits.

At their discretion, programs can decide to require a service commitment as a condition of receiving a bonus or financial incentive. However, any service requirement is solely the responsibility of the grant recipient to establish, implement, and enforce as they see fit.

*Compensate Staff During Closures and Transitions*

OHS reminds programs that when centers are closed or in-person home visits are temporarily suspended due to a disaster, they can continue to provide compensation for up to two weeks to those staff who are unable to engage in employment activities as described in ACF-IM-HS-19-01. Programs also may continue to pay health insurance premiums for up to 90 days for staff subject to furlough, such as during a summer break (ACF-IM-HS-21-02).

*Public Service Loan Forgiveness (PSLF)*

Programs can provide information to their staff about federal programs that could help make student loans easier to pay back and lead toward loan forgiveness, such as the PSLF program. The Department of Education is offering a time-limited waiver for PSLF so borrowers can count additional payments toward forgiveness. Watch this webinar for additional information. The waiver expires October 31, 2022. After that, normal PSLF rules will be in effect. Staff who wish to take advantage of the time-limited changes are encouraged to apply for PSLF as soon as possible to ensure they complete the required paperwork prior to the deadline.

**Additional Supports and Flexibilities for the Head Start Workforce**

*Promoting a Positive and Empowering Work Environment*

A healthy and supportive work environment is critical for recruiting and retaining staff, as well as providing high-quality services to children and families. Programs are encouraged to consider strategies to promote the mental health and well-being of their workforce. This may include providing staff with regularly scheduled breaks, brief unscheduled wellness breaks, reflective supervision, and access to employee assistance programs. These and other strategies are described in ACF-IM-HS-21-05 Supporting the Wellness of All Staff in the Head Start Workforce.

Additionally, programs can consider how personnel management could be improved to foster a satisfying and engaging work environment, including through:

- Effective communication and feedback with staff (e.g., two-way instead of top-down)
- Improved orientation or onboarding practices
- Clear personnel policies and procedures
- Ample professional development, coaching, and mentoring opportunities that value the work staff perform and help them improve and move forward in their careers

Recognizing Head Start staff as professionals, inviting innovative practices and ideas, and including staff input in the program's plans and operation contributes to job satisfaction and employee retention.

*Supports for Educational Attainment and Career Advancement*

Head Start programs have a unique opportunity to invest in their communities by supporting the career development of their staff. Programs may advertise and encourage existing staff to use educational benefits, such as tuition and fee support, and opportunities for career growth that are associated with increased educational attainment.

Apprenticeship programs are a strategy to support educational growth and provide consistent pools of staff. Apprenticeship models recruit people who have interest and talent in working in early childhood settings and support them in obtaining required credentials and employment with Head Start programs. This includes, for example, starting as paid substitutes, floaters, or bus monitors, and then moving into other positions as they obtain required degrees or credentials. Increases in compensation typically accompany increases in qualifications and responsibilities. Watch this webinar for resources on how to build and execute a successful registered apprenticeship program. Grants to support apprenticeship programs are often available from the U.S. Department of Labor.

Programs can also create partnerships with high schools, community colleges, and other higher education institutions that are available to multiple staff and designed to promote successful completion of degree or credential requirements (e.g., courses offered at times that accommodate full-time workers or taught in non-English languages). Further, creating cohorts of staff enrolled in the same education or credentialing program can facilitate shared support systems.

Costs associated with supporting educational attainment and development of career pathways for staff, such as tuition and fees for obtaining a degree or credential or costs associated with developing an apprenticeship program, can be paid for using Head Start base grant, ARP, or other COVID-19 relief funds. If a program uses funds from the Coronavirus Relief and Response Supplemental Appropriations or Coronavirus Aid, Relief, and Economic Security Acts, they must document and justify that the expense is directly supporting their response to the COVID-19 pandemic.

*Qualification Waiver for Head Start Preschool Teachers*

A program that has attempted unsuccessfully to recruit a qualified teacher for a Head Start preschool classroom may submit to their Regional Office a request for a waiver of up to three years for the position's qualification requirements (Sec. 648A(a)(4)(B)). To be considered for the waiver, the program must demonstrate that the Head Start preschool teacher is 1) enrolled in a program that grants a qualifying degree and such degree will be completed in a reasonable time not to exceed three years; and 2) has at least a current center-based preschool Child Development Associate® (CDA) credential or a state-awarded certificate that meets or exceeds the CDA credential.

As outlined in the Head Start Act, a qualifying degree includes an associate or bachelor's degree in early childhood education, or in a related field with coursework equivalent to an early childhood education major along with experience teaching preschool-age children. A waiver request must also adequately describe how the program's attempts to recruit qualified individuals were unsuccessful. The Regional Office will review each waiver request and determine whether to grant the waiver. Programs could consider using the waiver process to promote a strong assistant teacher to a lead teacher role, ensuring that teacher will receive the necessary degree in a reasonable timeframe as described above.

OHS will continue to work with programs as they support a strong, qualified workforce that is highly valued, healthy, and committed to the Head Start mission. Please direct any questions about the content of this IM to your OHS Regional Office.

Thank you for all you do on behalf of children and families.

Sincerely,

/ Katie Hamm /

Katie Hamm
Acting Director
Office of Head Start

Adventist Health

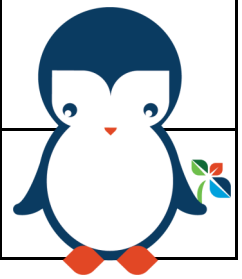
FIRST 5 KERN
Sponsored by First 5 Kern. Paid for by Proposition 10.

Children's Mobile Immunization Program

# October 2022

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

| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|---|---|---|---|---|---|---|
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6<br>Walmart<br>6225 Colony St.<br>(Parking Lot)<br>9:00 am—11:30 am<br>12:00 pm—2:00 pm | 7 | 8<br>Garden Pathways Childcare Center<br>(Parking Lot)<br>10:00 am—11:30 am<br>12:00 pm—2:00 pm |
| 9 | 10<br>Greenfield Family Resource Center<br>5400 Monitor Street<br>(Parking Lot)<br>9:00 am—11:30 am<br>12:00 pm—2:00 pm | 11 | 12<br>Kern County Dept. of Human Services<br>100 E. California Ave<br>(Parking Lot)<br>9:00 am—11:30 am<br>12:00 pm—2:00 pm | 13 | 14 | 15 |
| 16 | 17<br>Walmart Supercenter<br>5075 Gosford Rd.<br>(Parking Lot)<br>9:00 am—11:30 am<br>12:00 pm—2:00 pm | 18 | 19<br>Adventist Health Bakersfield<br>2800 Chester Ave.<br>(Parking Lot)<br>1:00 pm—3:00 pm<br>3:30 pm—6:00 pm | 20 | 21 | 22 |
| 23 | 24<br>NOR-Riverview Park<br>437 Willow Drive<br>(Parking Lot)<br>9:00 am—11:30 am<br>12:00 pm—2:00 pm | 25 | 26<br>New Life Church<br>4201 Stine Road<br>(Parking Lot)<br>9:00 am—11:30 am<br>12:00 pm—2:00 pm | 27<br>AutoZone<br>10315 Main St.<br>**LAMONT**<br>(Parking Lot)<br>9:30 am—11:30 am<br>12:00 pm—2:00 pm | 28<br>**Hi I'm Pip!** | 29 |
| 30 | 31 | | | | | |



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

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

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

Adventist Health

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

Children's Mobile Immunization Program

# Octubre 2022

- Vacunas son GRATIS para niños menores de 5 años sin importar cobertura medica.
- Vacunas son GRATIS para niños de 6-18 años que cumplen uno de los siguentes criterios:
  1. No aseguranza medica
  2. Inscrito a Medi-Cal (Favor de traer la tarjeta de Medi-cal en cada visita)
  3. Indio Americano o Nativo de Alaska
- Ofrecemos prueba de Hemoglobina GRATIS para niños, mujeres emabrazadas/postparto sin importar corbertura medica.
- La tarjetas de vacunas de su hijo(a) son requeridas.
- NO OFRECEMOS pruebas de tuberculosis o exámenes fisicos.
- Las clinicas podran ser canceladas por condiciones del clima. Porfavor llame antes de ir a la clinica móvil.
- Podemos parar de registrar 30 minutos antes de cerrar.

| DOMINGO | LUNES | MARTES | MIERCOLES | JUEVES | VIERNES | SABADO |
|---|---|---|---|---|---|---|
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6<br>Walmart<br>6225 Colony St.<br>(Estacionamiento)<br>9:00 am—11:30 am<br>12:00 pm—2:00 pm | 7 | 8<br>Garden Pathways Childcare Center<br>(Estacionamiento)<br>10:00 am—11:30 am<br>12:00 pm—2:00 pm |
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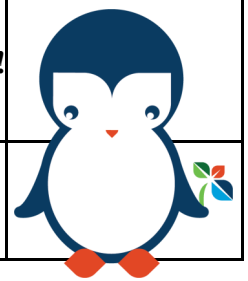
| 23 | 24<br>NOR-Riverview Park<br>437 Willow Drive<br>(Estacionamiento)<br>9:00 am—11:30 am<br>12:00 pm—2:00 pm | 25 | 26<br>New Life Church<br>4201 Stine Road<br>(Estacionamiento)<br>9:00 am—11:30 am<br>12:00 pm—2:00 pm | 27<br>AutoZone<br>10315 Main St.<br>**LAMONT**<br>(Estacionamiento)<br>9:30 am—11:30 am<br>12:00 pm—2:00 pm | 28<br>**Hola Soy Pip!** | 29 |
| 30 | 31 | | | | | |



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

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

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




# Backpack Connection Series

## About this Series

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

## The Pyramid Model



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

## More Information

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

National Center for Pyramid Model INNOVATIONS

ChallengingBehavior.org

# How to Help Your Child Have a Successful Bedtime

Alyson Jiron, Brooke Brogle & Jill Giacomini



Infants and young children need 10 to 12 hours of sleep daily in order to support healthy development. Parents also need to feel rested in order to be nurturing and responsive to their growing and active young children. When your child does not get enough sleep, challenging behaviors are likely to occur. Your child might be moody, short-tempered and unable to engage well in interactions with others. Lack of sleep can also have a negative impact on your child's ability to learn. When a young child sleeps, her body is busy developing new brain cells that she needs for her physical, mental and emotional development. Babies and young children thrive on predictability and learn from repetition. It is important to establish a bedtime routine that you and your child both understand and helps everyone to feel calm and relaxed.

## Try This at Home

- Watch for and acknowledge your child's signs of sleepiness. She might pull on her ears, rub her eyes or put her head on your shoulder. For example, you can say, "I see you rubbing your eyes. You look sleepy. Let's get ready for bed." Teaching your child to label and understand her body cues will help her to use language instead of challenging behavior (e.g., whining, crying or temper tantrums) to communicate her needs.
- Use a visual schedule made with photos, clipart or other objects to help your child see the steps in her bedtime routine. A visual schedule can help her to understand the steps and expectations of the routine. To learn more about how to create a visual schedule, visit challengingbehavior.org and type "visual schedule" in in the search box in the upper-right corner.
- Provide your child with activities, sounds or objects that help her feel calm and restful during the hour before bedtime. Make these activities part of your nightly routine. For example, reading books, listening to soft, calming music, and/or giving your child her pacifier, favorite blanket or stuffed animal will all help her to understand that it is time to calm down and prepare for sleep.
- Tell your child what will happen when she wakes up. She may be resistant to going to sleep because she does not want to miss out on an activity or have her day to come to an end. Reassure her that tomorrow will be filled with more fun and special time. You can also include tomorrow's activity on the visual schedule (e.g., provide a picture of her teacher or preschool).
- Give your child your undivided and unrushed attention as you prepare her for bed. Bedtime can be a positive experience filled with quality time for you and your child.

## Practice at School

For children who spend the day at school, nap time is an important time to rest and prepare for afternoon learning and activities. Teachers use a consistent routine so that children know what to expect and can participate in the process. Children can select and set up a napping area, get pillows or blankets from cubbies and choose a book to read. Routines might include brushing teeth, using the toilet, stories read aloud by teachers, or audio books or soft music for a period of time. Children understand the steps they need to follow to get ready for the nap, how long they are expected to rest and what they can do when they wake up. When everyone understands the expectations and routine, naptime can be a relaxing and happy part of the day.

## The Bottom Line

Bedtime is a daily opportunity for you to build and nurture a positive relationship with your child. Predictable routines make children feel safe and secure. When you provide a predictable bedtime routine, you are teaching your child the skills she needs to relax and transition from the busy activity of the day to preparation for sleep. When your child is able to get a restful sleep, you will also feel more calm and rested. A sucessful bedtime routine that you follow regularly will prepare you both for shared days of family fun and learning.

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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

# Cómo ayudar a su niño a la hora de dormir con éxito

Alyson Jiron, Brooke Brogle y Jill Giacomini



Los bebés y los niños pequeños necesitan de 10 a 12 horas de sueño todos los días con el fin de apoyar el desarrollo saludable. Los padres también necesitan sentirse descansados con el fin de cuidar y responder al crecimiento de sus niños activos. Cuando su hijo no duerme lo suficiente, conductas desafiantes son probables de ocurrir. Su hijo podría estar de mal humor, y no llevarse bien con los demás. La falta de sueño también puede tener un impacto negativo en la capacidad del niño para aprender. Cuando un niño pequeño duerme, su cuerpo está ocupado desarrollando nuevas células del cerebro que necesita para su desarrollo físico, mental y emocional. Los bebés y los niños pequeños se benefician de lo que pueden anticipar y aprenden de la repetición. Es importante establecer una rutina antes de acostarse que usted y su hijo entiendan para que les ayude a que todos se sientan tranquilos y relajados.

## Pruebe esto en casa

- Ponga atención y reconozca los signos de falta de sueño de su hijo. Puede ser que se jale las orejas, que se frote los ojos o que se recueste en su hombro. Por ejemplo, usted puede decir: "Veo que te frotas los ojos. Te ves con sueño. Vamos a alistarnos para dormir". El ensenarle a su hijo a nombrar y a entender sus señales corporales le ayudará a usar el lenguaje en lugar de la conducta desafiante (por ejemplo, lloriqueando, llorando o rabietas) para comunicar sus necesidades.
- Use un horario visual hecho con fotos, imágenes prediseñadas u otros objetos para ayudarle a su hijo a ver los pasos en su rutina a la hora de acostarse. Un horario visual le puede ayudar a entender los pasos y las expectativas de la rutina. Para obtener más información acerca de cómo crear un horario visual, visite *ChallengingBehavior.org* y escriba "horario visual" en el cuadro de búsqueda en la esquina superior derecha.
- Proporciónele a su hijo actividades, sonidos u objetos que le ayuden a sentirse tranquilo y relajado durante la hora antes de acostarse. Haga estas actividades parte de su rutina nocturna. Por ejemplo, leer libros, escuchar música suave, y / o darle a su niño su chupete, manta favorita o un animal de peluche; todo esto le ayuda a comprender que es el momento de calmarse y prepararse para dormir.
- Dígale a su niño lo que pasará cuando se despierte. Él se puede resistir a irse a dormir porque no quiere perderse la oportunidad de una actividad o creer que su día ha llegado a su fin. Asegúrele que mañana estará lleno de más diversión y tiempo especial. También puede incluir la actividad de mañana en el horario visual (por ejemplo, una foto de su maestra o de la escuela).
- Dele a su hijo toda su atención y sin prisa mientras lo prepara para acostarse. La hora de dormir puede ser una experiencia positiva llena de tiempo de calidad para usted y su hijo.

## Practique en la escuela

Para los niños que pasan el día en la escuela, la siesta es un momento importante para descansar y prepararse para el aprendizaje y las actividades de la tarde. Los maestros utilizan una rutina constante para que los niños sepan qué esperar y pueden participar en el proceso. Los niños pueden seleccionar y configurar un área de dormir, agarrar almohadas o mantas de los casilleros y elegir un libro para leer. Las rutinas pueden incluir cepillarse los dientes, usar el baño, historias leídas en voz alta por los maestros o libros de audio o música suave durante un período de tiempo. Los niños entienden los pasos que deben seguir para prepararse para la siesta, el tiempo que se espera para descansar y lo que pueden hacer cuando se despiertan. Cuando todo el mundo entiende las expectativas y la rutina, la siesta puede ser una parte relajante y feliz del día.

## La conclusión

La hora de dormir es una oportunidad diaria para que usted pueda construir y desarrollar una relación positiva con su hijo. Las rutinas predecibles hacen que los niños se sientan seguros y protegidos. Cuando usted le proporciona una rutina de acostarse predecible, le está enseñando a su hijo las habilidades que necesita para relajarse y la transición de una actividad del día a la preparación para acostarse. Cuando su hijo puede dormir bien, usted también se sentirá más tranquila y descansada. Una exitosa rutina de la hora de acostarse que usted siga con regularidad los preparará a los dos para los días compartidos de la familia llenos de diversión y aprendizaje.

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

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

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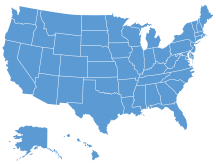
# 5 Action Steps for Helping Someone in Emotional Pain



Suicide is a major public health concern and a leading cause of death in the United States. Suicide affects people of all ages, genders, races, and ethnicities.

Suicide is complicated and tragic, but it can be preventable. **Knowing the warning signs for suicide and how to get help can help save lives.**

**Here are 5 steps you can take to #BeThe1To help someone in emotional pain:**

## 1. ASK:

"Are you thinking about killing yourself?" It's not an easy question but studies show that asking at-risk individuals if they are suicidal does not increase suicides or suicidal thoughts.

## 2. KEEP THEM SAFE:

Reducing a suicidal person's access to highly lethal items or places is an important part of suicide prevention. While this is not always easy, asking if the at-risk person has a plan and removing or disabling the lethal means can make a difference.

## 3. BE THERE:

Listen carefully and learn what the individual is thinking and feeling. Research suggests acknowledging and talking about suicide may in fact reduce rather than increase suicidal thoughts.

## 4. HELP THEM CONNECT:

Save the 988 Suicide & Crisis Lifeline number **(call or text 988)** and the Crisis Text Line number **(741741)** in your phone so they're there if you need them. You can also help make a connection with a trusted individual like a family member, friend, spiritual advisor, or mental health professional.

## 5. STAY CONNECTED:

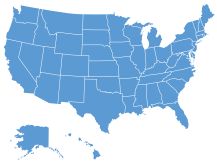
Staying in touch after a crisis or after being discharged from care can make a difference. Studies have shown the number of suicide deaths goes down when someone follows up with the at-risk person.

For more information on suicide prevention:
**www.nimh.nih.gov/suicideprevention**
**www.bethe1to.com**

National Institute of Mental Health

NIMH Identifier No. OM 22-4315
Revised 2022

# 5 medidas que puede tomar para ayudar a una persona con dolor emocional



El suicidio es un problema importante de salud pública y una de las principales causas de muerte en los Estados Unidos. El suicidio afecta a personas de todas las edades, géneros, razas y etnias.

El suicidio es complicado y trágico, pero puede evitarse. **Saber cuáles son las señales de advertencia del suicidio y dónde obtener ayuda puede servir para salvar vidas.**

**A continuación, planteamos 5 medidas que puede seguir para ayudar a una persona con dolor emocional:**

## 1. PREGUNTE:

"¿Estás pensando en suicidarte?" No es una pregunta fácil de hacer, pero los estudios muestran que preguntar a las personas en riesgo si tienen pensamientos o deseos de morir o de matarse no aumenta los suicidios ni los pensamientos suicidas.

## 2. MANTÉNGALA A SALVO:

Reducir el acceso de la persona suicida a ciertos objetos o lugares sumamente letales es parte esencial de la prevención del suicidio. Si bien hacer esto no es fácil, preguntarle a la persona en riesgo si tiene algún plan y desactivar o eliminar cualquier medio letal puede marcar la diferencia.

## 3. ESTÉ PRESENTE:

Escuche atentamente para enterarse de lo que la persona en riesgo está pensando y sintiendo. De hecho, las investigaciones sugieren que reconocer y hablar sobre el suicidio puede reducir los pensamientos suicidas en lugar de aumentarlos.

## 4. AYÚDELA A ESTABLECER UNA CONEXIÓN:

Guarde el número de la Red Nacional de Prevención del Suicidio **(1-888-628-9545)** y la línea de crisis para mensajes de texto **(741741)** en su teléfono celular para que lo tenga a mano cuando lo necesite. Usted también puede ayudar a la persona suicida a establecer una conexión con una persona de confianza, como un miembro de la familia, un amigo, un asesor espiritual o un profesional de la salud mental.

## 5. MANTÉNGASE COMUNICADO:

Mantenerse en contacto con la persona después de que tuvo una crisis o después de haber sido dada de alta de su tratamiento puede marcar la diferencia. Los estudios han demostrado que el número de muertes por suicidio disminuye cuando alguien da seguimiento con la persona en riesgo.

**Para más información en inglés sobre la prevención del suicidio, visite:**
**www.nimh.nih.gov/suicideprevention**
**www.bethe1to.com #Bethe1To**

National Institute of Mental Health

Identificador de NIMH Núm. SOM 21-4315
Revisada en el 2021

# WARNING SIGNS OF SUICIDE:

The behaviors listed below may be some of the signs that someone is thinking about suicide.

## TALKING ABOUT:



- Wanting to die
- Great guilt or shame
- Being a burden to others

## FEELING:



- Empty, hopeless, trapped, or having no reason to live
- Extremely sad, more anxious, agitated, or full of rage
- Unbearable emotional or physical pain

## CHANGING BEHAVIOR, SUCH AS:



- Making a plan or researching ways to die
- Withdrawing from friends, saying goodbye, giving away important items, or making a will
- Taking dangerous risks such as driving extremely fast
- Displaying extreme mood swings
- Eating or sleeping more or less
- Using drugs or alcohol more often

**If these warning signs apply to you or someone you know, get help as soon as possible, particularly if the behavior is new or has increased recently.**

**988 Suicide & Crisis Lifeline**
**Call or text 988**
**Chat at 988lifeline.org**

**Crisis Text Line**
**Text "HELLO" to 741741**

National Institute of Mental Health

**www.nimh.nih.gov/suicideprevention**

NIMH Identifier No. OM 22-4316

# SEÑALES DE ADVERTENCIA SOBRE EL SUICIDIO:

**Los comportamientos que se mencionan a continuación pueden ser algunas de las señales de advertencia de que alguien está pensando en suicidarse.**

## HABLAR SOBRE:



- querer morirse,
- sentir una gran culpa o vergüenza,
- ser una carga para los demás.

## SENTIRSE:



- vacío, sin esperanza, atrapado o sin razón para vivir;
- extremadamente triste, ansioso, agitado o lleno de ira;
- con un dolor insoportable, ya sea emocional o físico.

## CAMBIAR DE COMPORTAMIENTO, COMO:



- hacer un plan o investigar formas de morir;
- alejarse de los amigos, decir adiós, regalar artículos importantes o hacer un testamento;
- hacer cosas muy arriesgadas como conducir con una rapidez extrema;
- mostrar cambios de humor extremos;
- comer o dormir demasiado o muy poco;
- consumir drogas o alcohol con más frecuencia.

**Si estas señales de advertencia le son pertinentes a usted o a alguien que conoce, busque ayuda lo más pronto posible, especialmente si el comportamiento es nuevo o si se ha intensificado recientemente.**

**Red Nacional de Prevención del Suicidio**
**1-888-628-9454** (español)**/1-800-273-TALK** (inglés)

**Línea de crisis para mensajes de texto**
**Envíe la palabra "HELLO" al 741741**

National Institute of Mental Health

**www.nimh.nih.gov/prevencionsuicidio**

NIMH Identificador No. SOM 19-4316

# OUR MISSION

Founded in 2007, the mission of the League of Dreams is to give every child a chance to play by providing sports training, team camaraderie and competitive sporting opportunities to athletes with disabilities.

# OUR TEAM

The League of Dreams would not be possible without the help of our families, athletes, donors, sponsors, countless volunteers, and our Board of Directors. Our Board includes: Carlos Betancourt, Darlene Denison, Greg Frank, Jenee Sakamoto, Jim Luff, Joshlynn Sumrall, Sarah Kania, Steve Sanders, Susan Lara, Tabatha Mills, Tara Tobin, Wendi Wanner, Assistant Coordinator Lauren Ponec- Edwards, and Executive Director Jessica Mathews.



**EXECUTIVE DIRECTOR**

Jessica Mathews

# OUR ATHLETES

## TESTIMONIAL



"Wyatt has a passion for sports. He says, "it's in his blood." When he was 6, we were told that he could never participate in competitive sports due to his specific heart defect. That was devastating. When we found out about the League of Dreams, we were all so excited for Wyatt to get to play. He was anxious about "the draft", as being drafted by his Giants would be a dream." - Annie Beard, mother of athlete Wyatt, 15




# CONTACT US:

**Postal Address:**
7737 Meany Ave. Suite B5
Bakersfield, CA 93308
**Phone:**
661.616.9122
**Email:**
info@ourleagueofdreams.com
**Website:**
www.ourleagueofdreams.com

**Every child should have a chance to PLAY!**

League of Dreams

# OUR PROGRAMS

The League of Dreams is an adaptive sports league for athletes with physical & developmental disabilities ages 5 to 22.



# HOW YOU CAN HELP

League of Dreams would not be possible without the support of our incredible volunteers, donors, sponsors, and community members. There are several ways to be a part of the league!

## BASEBALL

Baseball is a program played in the spring at Fruitvale Norris Park

## BASKETBALL

Basketball is a program played in the fall at RiverLakes Ranch Park.

## BOWLING

Bowling is a program played in the summer.

## ADAPTIDANCE

ADAPTIdance is a program held in the fall in partnership with Kern Dance Alliance

## FENCING

Fencing is a program held in winter in partnership with Kern Athletic Fencing

## VIRTUAL KARATE

Karate is a program with ongoing seasons in partnership with 1World Martial Arts

## GYMNASTICS

Gymnastics is an on going program in partnership with American Kids Sports Center

# REGISTRATION

To register, visit our website to create an account. Once an account is created, you can add your child as an athlete and complete the registration. Cost varies for each program and is based on when you register. See flier or website for more information on each program & dates. Scholarships are available.

# REQUIREMENTS

Athletes must be between the ages of 5 and 22 during the season.
Athletes must have a diagnosis that prevents them from participating in traditional sports. A diagnosis confirmation is required and can be from a licensed physician or the first page of an IEP. The athlete's name, date of birth, and complete diagnosis must be included on diagnosis confirmation.
These documents can be emailed or delivered to our office.



## FUNDRAISERS

We have several fundraisers throughout the year to supplement funds to provide programs.



## BE AN ANGEL

Work alongside an athlete, help them achieve goals and most importantly have fun!



## DONATIONS

You can donate time, items, and dollars for events. Additionally, you can find our wish list on our website.




## SPONSORSHIPS

Sponsorships are available for events and sports programs.

# NUESTRA MISIÓN

La misión de la Liga de Los Sueños es dar la oportunidad a todos los niños con una discapacidad de jugar, brindando entrenamiento deportivo, camaradería en equipo, y participación en competencias para atletas.

# NUESTRO EQUIPO

La Liga de Los Sueños no sería posible sin la ayuda de nuestras familias, atletas, donantes, patrocinadores, innumerables voluntarios y nuestra junta directiva. Nuestra junta directiva: Carlos Betancourt, Darlene Denison, Greg Frank, Jenee Sakamoto, Jim Luff, Joshlynn Sumrall, Sarah Kania, Steve Sanders, Susan Lara, Tabatha Mills, Tara Tobin, Wendi Wanner y la Directora Ejecutiva Jessica Mathews.



**DIRECTORA EJECUTIVA**

Jessica Mathews

# NUESTROS ATLETAS



""Wyatt tiene una pasión por los deportes. Él dice "Está en mi sangre". Cuando tenía 6 años nos dijeron que nunca podría participar en deportes competitivos debido a su problema cardiaco. Eso fué devastador para nosotros. Cuando nos enteramos de La Liga de los Sueños, estabamos muy emocionados de que Wyatt pudiera jugar, estabamos ansiosos por el reclutamiento, jugar con sus Giants sería un sueño."
- Annie Beard, madre del atleta, Wyatt, 15




# CONTACTENOS:

**Domicilio:**
7737 Meany Ave. Suite B5
Bakersfield, CA 93308
**Teléfono:**
661.616.9122
**Email:**
info@ourleagueofdreams.com
**Website:**
www.ourleagueofdreams.com

# Cada niño debe tener la oportunidad de JUGAR!

League of Dreams

# NUESTRO PROGRAMA

La Liga de Los Sueños es una liga de deportes adaptativos para atletas con discapacidades físico y del desarrollo.



# CÓMO PUEDES AYUDAR.

League of Dreams no sería posible sin el apoyo de nuestro increíbles voluntarios, donantes, patrocinadores y miembros de la comunidad. Hay varias formas de ser parte de la liga!

### BÉISBOL

El béisbol es un programa que se juega en la primavera en Fruitvale Norris Park.

### BALONCESTO

El baloncesto es un programa que se juega en el otoño en RiverLakes Ranch Park.

### BOLOS

El boliche es un programa que se juega en el verano.

### BAILE ADAPTACIÓN

ADAPTI-dance es un programa que se lleva a cabo con la asociación Kern Dance Alliance.

### ESGRIMA

La esgrima es un programa que se lleva a cabo en invierno con la asociación Kern Athletic Fencing.

### KÁRATE VIRTUAL

Karate es un programa con curso temporadas con la asociación 1World Artes Marciales.

### GIMNASIA

La gimnasia es un programa continuo con la asociación American Kids Sports Center.

# REGISTRO

Para registrarse visite nuestro sitio web para crear una cuenta, agregue a su hijo como atleta y complete el registro. El costo varía en cada programa y se le proporcionará en el momento del registro. Consulte el folleto o al sitio web para información de cada programa y fechas.

# REQUISITOS ☑

Los atletas deben tener entre 5 y 22 años durante la temporada. Los atletas deben tener un diagnóstico que prevenga evitar que participen en deportes tradicionales. Se requiere una confirmación de diagnóstico y puede ser de un médico con licencia o la primero página de un IEP. El nombre del atleta, fecha de nacimiento, y el diagnóstico completo debe ser incluido en confirmación del diagnóstico. Estos documentos pueden ser enviados por correo electrónico o entregados a nuestra oficina.



### RECAUDADORES DE FONDOS

Tenemos varios recaudadores de fondos en todo el año para complementar fondos para proporcionar programas.



### SER UN ÁNGEL

Trabaja junto a un atleta, ayudarlos a alcanzar metas y más importante ¡divertirse!



### DONACIONES

Puedes donar tiempo, artículos y dólares para eventos. Además, usted puede encontrar nuestra lista de deseos en nuestra página web.




### PATROCINIOS

Los patrocinios son disponible para eventos y programas deportivos.

KERN DANCE ALLIANCE + LEAGUE OF DREAMS PRESENT

# ADAPTIdance

Every child should have a chance to dance.

## REGISTRATION NOW OPEN



Kern Dance Alliance and the League of Dreams are proud to offer ADAPTIdance, an adaptive dance program where participants will learn inclusive, creative dance that is accessible and adaptable for movers with and without physical and developmental disabilities. ADAPTIdancers are invited to participate in a 6-week program that culminates with a performance at the Historic Bakersfield Fox Theater.

### LOCATION

**Garces Memorial High School Dance Studio**
2800 Loma Linda Drive, Bakersfield, CA 93305



### PROGRAM DATES

**Saturdays, October 1 - November 5, 2022**
Final Performance at the Fox Theater: November 16, 2022

### TIMES

10:00 - 11:00 Class #1 - Younger Participants
11:00 - 12:00 Class #2 - Older Participants
12:00 - 1:00 Class #3 - Participants w/ Assistive Devices



### TO REGISTER

Online at www.ourleagueofdreams.com
New dancers must provide a diagnosis confirmation or first page of IEP and be between the ages of 5 and 22.

### REGISTRATION FEE

$15

### FOR MORE INFORMATION: 661-616-9122

*Interested in becoming an ADAPTIdance volunteer or student intern?*
*Visit **kerndance.org/ADAPTIdance***

League of Dreams · KERN Dance Alliance · GARCES Memorial High School · Kern Family Health Care · Cynthia Lake Charitable Trust



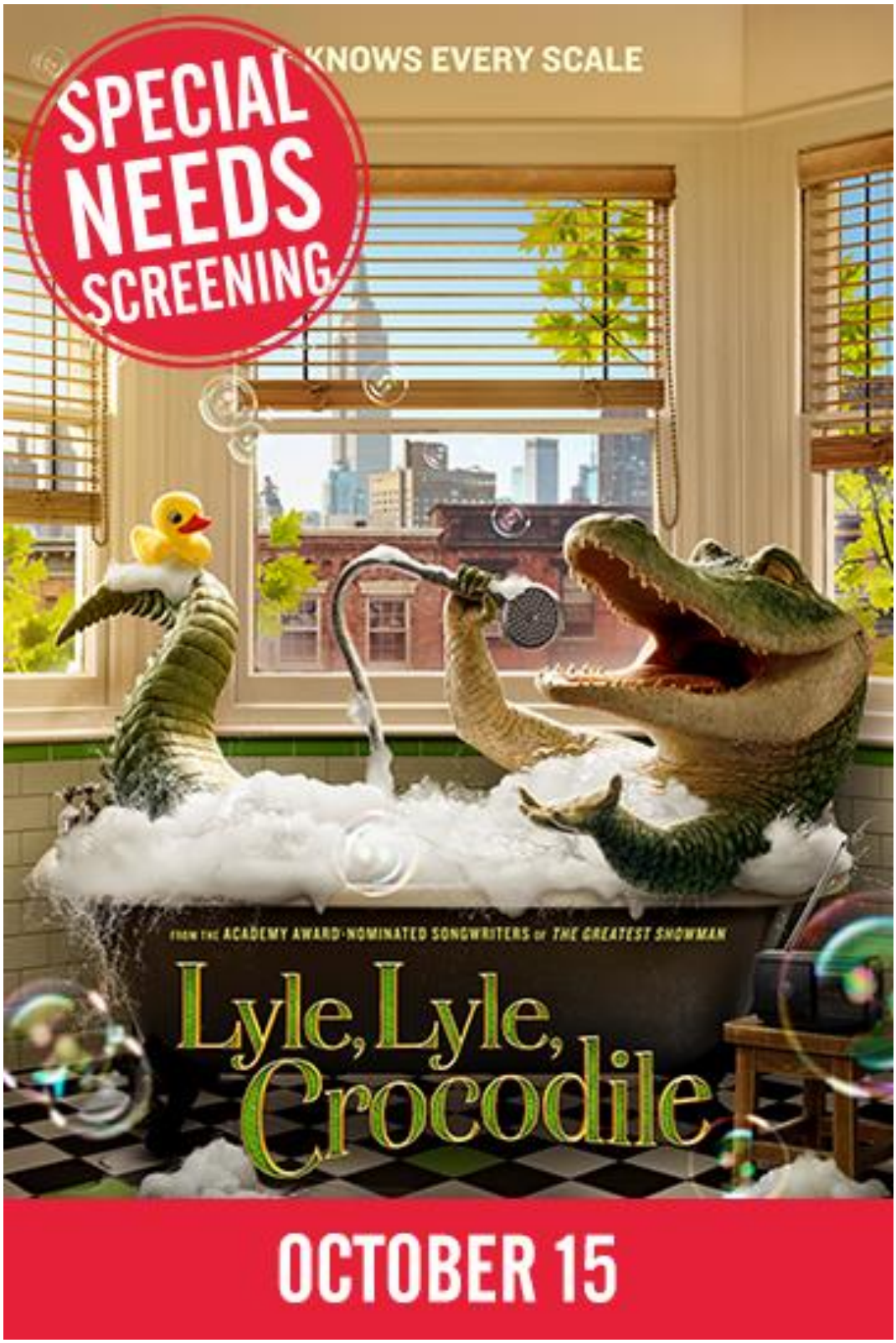

Location: **University of the Pacific**

901 Presidents Dr.
Stockton, CA 95211

Time: **11:00 AM to 9:00 PM**

Contact: Ana Cervantes
Email: ncorealc@gmail.com


Manteca Sunrise Kiwanis Presents
the 37th Annual
PUMPKIN
FAIR
Oct 1st & 2nd - 10am-6pm
Downtown Manteca
FREE ADMISSION
FOOD/VENDOR BOOTHS ~ KIDS ZONE
COMMUNITY STAGE ~ BEER GARDEN
SAT 10am-3pm ~ TRACTOR SHOW
CAR SHOW ~ 9am-3pm SUN
ART FORUMS PHOTOGRAPHY CONTEST
PIE EATING CONTEST ~ CORN HOLE TOURNAMENT
DELTA HUMANE SOCIETY PETS ON PARADE
Main Stage:
GYPSY SOUL 11:30-1:30 SAT
NETWORK 2pm-3:30 SAT
JIM ANDERSON 4pm-6pm SAT
GYPSY SOUL 11am-1:30 SUN
MIKE TORRES BAND 2pm-5pm SUN
www.MantecaPumpkinFair.org




**STUDIO MOVIE GRILL – BAKERSFIELD**
2723 Calloway Drive
Bakersfield, CA 93312

Click on the link below for more information:

https://www.studiomoviegrill.com/movie/special-needs-screenings?utm_source=google&utm_medium=organic&utm_campaign=gmb&utm_content=bakersfield

# TEHACHAPI

# ~ APPLE FESTIVAL ~



## October 15 – 16, 2022

### Green Street in Downtown Tehachapi

### Saturday: 10:00 a.m. – 5:00 p.m.
### Sunday: 10:00 a.m. – 4:00 p.m.

## FREE ADMISSION

Come to the beautiful Tehachapi Mountains and enjoy a day of family fun at the Apple Festival. There are many great vendors featuring home decor, clothing, knick-knacks, toys, outdoor art, candles, soaps, etc. There will be many food booths including local apple farmers selling apples, apple pie, apple nachos and many other great apple treats. Live music can also be enjoyed all day long in Centennial Plaza.

There are tons of fun, free, "kid friendly" activities including balloon car races, a petting zoo, carnival games, face painting, rocket and robotic demonstrations and more! There is also a bounce house kids' zone for $10 all-day access.

Watch the pie eating contest or participate in the pie backing contest; lots of great fun for everyone!

# ANNUAL CALENDAR

## Monthly Parent Training
## Dr. Kirk
## 2022 - 2023

**Monday's**
3:00 p.m.-4:00 p.m.

October 17, 2022
November 14, 2022
December 12, 2022
January 23, 2023
February 27, 2023
March 20, 2023
April 17, 2023
May 15, 2023

***Location To Be Determined***

Head Start
A Program of CAPK

Scan the code with your phone for more info!

# Head Start
## A Program of CAPK

# Your child's health and education is our priority.

**Community Action Partnership of Kern** has put a portfolio of robust safety features into place to reduce the risk of COVID-19 transmission while children are learning with Head Start. Drop-off and pick-up times are staggered, staff, children and parents receive non-contact health screenings every day, classroom attendance size is limited, physical distancing procedures are in place, hands are washed regularly and personal protective equipment is in use. Head Start is a no cost program for children 6 weeks to 5 years from low income families and pregnant women. Families and children experiencing homelessness and children in the foster care system are also eligible, as well as children with disabilities and other special needs.








## Head Start offers options based on your family's needs:

### Head Start
promotes school readiness for children 3-5 years through:
- Online/Distance Learning
- Full Day/Part Day in class

### Early Head Start:
- **Home Based:** Teachers work with the families, through weekly visits that support their child's development and their own family goals
- **Pregnant Women:** Prenatal support and follow-up
- **Full Day in class:** School Readiness specially designed for the unique needs of infants and toddlers

capk
Community Action Partnership of Kern

### Head Start kids receive:
- High-quality, age appropriate learning from credentialed teachers
- Free Medical and Dental screenings
- Healthy Meals and Snacks
- A safe indoor and outdoor setting to explore, discover and learn

## Give your child a Head Start!

# 1-800-701-7060

Scan the code with your phone for more info!

# Head Start
## A Program of CAPK

# La salud y educación de su hijo(a) es nuestra prioridad

La Asociación de Acción Comunitaria de Kern ha implementado una selección de componentes de seguridad sólidos para reducir el riesgo de transmisión de COVID-19, mientras los menores asisten al programa de Head Start. Los horarios de entrada y salida, se han alternado; el personal, los niños (as) y los padres reciben exámenes de salud sin contacto todos los días, el cupo en los salones se ha limitado, así como también se han establecido procedimientos de distanciamiento físico, aseo de manos que se realiza regularmente y se utiliza equipo de protección personal. Head Start es un programa sin costo, diseñado para niños (as) de 6 semanas hasta 5 años provenientes de familias de escasos recursos y mujeres embarazadas. Las familias y menores desamparados, así como las familias inscritas en el sistema de crianza, también pueden calificar para el programa, esto también incluye a los niños (as) con discapacidades y otras necesidades especiales.








## Head Startle ofrece opciones en base a las necesidades de su familia

### Head Start

Startpromueve la preparación escolar para niños (as) de 3-5 años a través de:

- Aprendizaje en línea y a distancia
- Clases de tiempo completo y medio tiempo

### Early Head Start:

- **Servicios a domicilio:** Los maestros trabajancon las familias por medio de visitas semanalesque apoyan el desarrollo de su hijo (a) , asicomo las metas familiares
- **Mujeres embarazadas:** Apoyo prenatal y seguimiento después del parto
- **Día completo en clase:** Se les proporciona preparación escolar especialmente diseñada para las necesidades únicas de los bebés e infantes.



capk
Community Action Partnership of Kern

## Los alumnos de Head Start reciben:

- Instrucción de alta calidad diseñada para cadaetapa, dirigida por maestros (as), acreditados
- Exámenes de salud y dentales gratuitos
- Almuerzos y refrigerios saludables
- Ambiente interior y exterior segurosdiseñados para la exploración, descubrimiento y aprendizaje.

## ¡Dele la oportunidad de un buen comienzo a su hijo (a) en Early Head Start!

# 1-800-701-7060

CalWORKs

# Home Visiting Program







## Home visiting could help you with:

- Pre-natal & post-partum education
- Family and community support
- Positive parent and child interactions
- Health and social services

## Who May Be Eligible?

CalWORKs participants who are:

- Pregnant
- Parents or caretakers of children birth to 24 months.



*To learn more or to sign up for the program,*

Please contact our HVP Liaison at **(661)631-6756** or your CalWORKs case worker.

CalWORKs

# Programa de Visitas a domicilio







## Las visitas a domicilio le pueden ayudar con:

- Educación
- Apoyo familar y comunitario
- Interacción positiva entre padres e hijos
- Servicos sociales y de salud

## ¿Quién es elegible?

Las personas que participan en el programa de CalWORKs:

- Embarazadas
- Padres o guardianes de bebés recién nacidos hasta 24 meses de edad



*Para obtener más información o inscribirse en el programa,*

Llame al coordinador de HVP al **(661)631-6756** o a su trabajador social de CalWORKS.

# 2022 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 4, 2022~~ |
| ~~Tuesday, February 1, 2022~~ |
| ~~Tuesday, March 1, 2022~~ |
| ~~Tuesday, April 5, 2022~~ |
| ~~Tuesday, May 3, 2022~~ |
| ~~Tuesday, June 7, 2022~~ |
| ~~Tuesday, August 2, 2022~~ |
| ~~Tuesday, September 6, 2022~~ |
| Tuesday, October 4, 2022 |

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

Approved: 1.4.22

# Policy Council
# BUDGET & FINANCE COMMITTEE
# 2021 – 2022 Meeting Dates

All meetings will be conducted through Teams and will begin at 6:00 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 18, 2022~~ |
| ~~Tuesday, February 15, 2022~~ |
| ~~Tuesday, March 15, 2022~~ |
| ~~Tuesday, April 19, 2022~~ |
| ~~Tuesday, May 17, 2022~~ |
| ~~Tuesday, June 21, 2022~~ |
| ~~Tuesday, August 16, 2022~~ |
| Tuesday, September 20, 2022 |
| Tuesday, October 18, 2022 |



Approved: January 18, 2022

# 2021-2022 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 23, 2021~~ |
| ~~Tuesday, December 21, 2021~~* |
| ~~Tuesday, January 25, 2022~~ |
| ~~Tuesday, February 22, 2022~~ |
| ~~Tuesday, March 22, 2022~~ |
| ~~Tuesday, April 26, 2022~~ |
| ~~Tuesday, May 24, 2022~~ |
| ~~Tuesday, June 28, 2022~~ |
| ~~Tuesday, August 23, 2022~~ |
| Tuesday, September 27, 2022 |
| Tuesday, October 25, 2022 |

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

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

Approved: November 23, 2021

# MEMORANDUM

**To:** Head Start Policy Council

**From:** Sylvia Ortega, Quality Assurance Administrator

**Date:** September 27, 2022

**Subject:** EHS CCP Budget Revision for 09HP000163 – **Action Item**

---

The Head Start and State Child Development division is requesting approval to submit a budget revision for the 2022-2023 funding year for the Early Head Start Child Care Partnership grant #09HP000163.This grant was awarded a no-cost extension from the Office of Head Start earlier this year. To fully expend remain funds, a budget revision is needed to realign funding to the major categories in which the funds will be spent. The submission of a budget revision requires approval from CAPK's Policy Council.

CAPK's Head Start Leadership Team has been working in consultation with the Operations and Finance divisions to determine the most appropriate categories to place funding based on the projects identified. Projects in this revision include the minor renovations and repairs at two HS/EHS facilities.

The Angela Martinez facility renovations include the modification of the industrial building to become a Professional Development Lab, secured storage as well as address some environmental concerns identified in the environmental study conducted prior to purchase. The costs for this project are estimated to cost $140,000 and does not exceed the threshold for required to complete a Facility Pre-Approval process as per Head Start Program Performance Standards 1303.42. However, program staff have consulted with OHS and may need formal approval based on the cumulation of the previous renovation projects and purchase that may adjust the federal interest in this property. Program staff will follow the guidance from OHS as instructed. Included in the Angela Martinez renovations will be a new HVAC system that will be identified as Equipment totaling $35,000. This budget revision will include the request to purchase equipment as required by OHS.

The second facility is the Oasis Child Development Center in Ridgecrest. Funding from this grant will support the final costs of renovations for the new toddler room; as well as the classroom set up costs for furnishing the new indoor and outdoor environments. Business services has completed the procurement process and has identified a contractor to complete the project. With the cost estimates at $215,000 this does not exceed the threshold and program will not have to complete the Facility Pre-Approval process as per Head Start Program Performance Standards 1303.42.

**Recommendation**
Staff recommends the Policy Council approve the submission of a Budget Revision and equipment purchase to the Office of Head Start for the 09HP00163 EHS Child Care Partnership grant for the 2022-2023 funding year.

***Attachments:***
*EHS CCP 2022-2023 Revised Budget Detail*

**EARLY HEAD START CHLD CARE PARTNERSHIP**
**09HP000163 (No-Cost Extension)**
**2022-2023 BUDGET REVISION**

## BUDGETED EXPENDITURES

| Early Head Start Program Operations<br>Base & T&TA<br>Carry Over<br>COVID Cares | 2022-2023 BUDGET | 2022-2023 BUDGET REVISED | VARIANCE increase (decrease) | Comments |
|---|---|---|---|---|
| PERSONNEL | 668,881 | 569,229 | (99,652) | Reduction from Staff Vacancies |
| FRINGE BENEFITS | 183,736 | 150,758 | (32,978) | Reduction from Staff Vacancies |
| TRAVEL | 5,294 | 5,410 | 116 | Increased due to higher travel costs |
| EQUIPMENT | 0 | 35,000 | 35,000 | HVAC System for Angela Martinez |
| SUPPLIES | 147,209 | 378,798 | 231,589 | Increase for indoor and outdoor environments |
| CONTRACTUAL | 1,105,504 | 475,507 | (629,997) | Reduction from low enrollment |
| CONSTRUCTION | 2,458,581 | 2,390,749 | (67,832) | Funding used for Purchase of Angela Martinez, variance to be used in other catergory. |
| OTHER | 251,025 | 806,993 | 555,968 | Additional costs for Renovation and Repairs |
| INDIRECT | 234,889 | 242,675 | 7,786 | Increased Indirect |
| BUDGETED EXPENDITURES | 5,055,119 | 5,055,119 | 0 | |

# MEMORANDUM

**To:** Head Start Policy Council

**From:** Sylvia Ortega, Quality Assurance Administrator

**Date:** September 27, 2022

**Subject:** EHS SJC Budget Revision for 09CH011406 – **Action Item**

---

The Head Start and State Child Development division is requesting approval to submit a budget revision for the 2022-2023 funding year for the Early Head Start San Joaquin grant #09CH011406.This grant was awarded a no-cost extension from the Office of Head Start earlier this year. To fully expend remain funds, a budget revision is needed to realign funding to the major categories in which the funds will be spent. The submission of a budget revision requires approval from the Policy Council.

CAPK's Head Start Leadership Team has been working in consultation with the Operations and Finance divisions to determine the most appropriate categories to place funding based on the projects identified. Projects in this revision include major renovations and repairs at Barnett House EHS facility as well as equipment purchases for SJC facilities.

The Barnett House facility renovations include the modification of the building to support a quality Early Head Start Infant/Toddler environment. The estimated costs will exceed the $250,000 threshold and will require CAPK to complete a Facility Pre-Approval process as per Head Start Program Performance Standards 1303.42. Staff have working with the Operations division to complete all appropriate documentation to receive approval for the construction project.

Included with the Barnett House renovations, CAPK will be purchasing three (3) shade structures for three facilities: Barnett House, Lodi UCC and the new facility in Lathrop. These new shade structures will be identified as Equipment totaling $100,000. Each item will have a single item value of more than $5,000 and a useful life of more than one year. This budget revision will include the request to purchase equipment as required by OHS.

**Recommendation**
Staff recommends the Policy Council approve the submission of a Budget Revision and equipment purchase to the Office of Head Start for the 09CH011406 EHS SJC grant for the 2022-2023 funding year.

***Attachments:***
*EHS SJC 2022-2023 Revised Budget Detail*

**EARLY HEAD START SAN JOAQUIN**
**09CH011406 (No-Cost Extension)**
**2022-2023 BUDGET REVISION**

## BUDGETED EXPENDITURES

| Early Head Start Program Operations<br>Base & T&TA<br>Carry Over | 2022-2023 BUDGET | 2022-2023 BUDGET REVISED | VARIANCE increase (decrease) | Comments |
|---|---|---|---|---|
| PERSONNEL | 3,563,072 | 3,287,179 | (275,893) | Reduction from Staff Vacancies |
| FRINGE BENEFITS | 1,009,714 | 835,159 | (174,555) | Reduction from Staff Vacancies |
| TRAVEL | 3519 | 50864 | 47,345 | Travel opportunites returned during this funding period |
| EQUIPMENT | 66035 | 166035 | 100,000 | Shade Structures |
| SUPPLIES | 256,478 | 256,478 | 0 | |
| CONTRACTUAL | 26,168 | 39,119 | 12,951 | Increased costs for contractual services |
| CONSTRUCTION | 0 | 400,448 | 400,448 | Barnett House renovations |
| OTHER | 1,200,468 | 1,143,800 | (56,668) | Some Renovation and Repairs moved to Construction |
| INDIRECT | 600,022 | 546,394 | (53,628) | Decreased Indirect |
| BUDGETED EXPENDITURES | 6,725,476 | 6,725,476 | 0 | |

# MEMORANDUM

**To:** Policy Council

**From:** Sylvia Ortega, Quality Assurance Administrator

**Date:** September 27, 2022

**Subject:** CRRSA and ARP Budget Revision for 09HE000432 – **Action Item**

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The Head Start and State Child Development division is requesting approval to submit a budget revision for the 2022-2023 funding year for the Head Start CRRSA/ARP grant #09HE000432. This grant is a one-time funding opportunity to support expenses in response to the COVID-19 Pandemic. To fully expend remaining funds, a budget revision is needed to realign funding to the major categories in which the funds will be spent. The submission of a budget revision requires approval from the Policy Council.

CAPK's Head Start Leadership Team has been working in consultation with the Human Resources and Finance divisions to determine the most appropriate categories to place funding based on the projects identified. One priority for this funding was established based on the board approved Employee Retention Stipend. Funding will be moved to the Salary and Fringe categories.

Additional funding was also allocated to the Construction category. Funding in this category will support the higher costs of materials related to supply chain challenges. The finance division is closely monitoring the construction expenditures and will allocate overages to this grant as deemed reasonable and necessary. These expenditures align with the funding guidance for allowability.

**Recommendation**
Staff recommends the Policy Council approve the submission of a Budget Revision to the Office of Head Start for the Head Start 09HE000432 grant for the 2022-2023 funding year.

***Attachments:***
*CRRSA/ARP 2022-2023 Revised Budget Detail*

**HEAD START/EARLY HEAD START CRRSA & ARP Grant**
**09HE000432**
**2022-2023 BUDGET REVISION**

## BUDGETED EXPENDITURES

| CRRSA<br>APR | 2022-2023 BUDGET | 2022-2023 BUDGET REVISED | VARIANCE increase (decrease) | Comments |
|---|---|---|---|---|
| PERSONNEL | 763,438 | 1,690,095 | 926,657 | Increased for retention stipend |
| FRINGE BENEFITS | 251,934 | 129,292 | (122,642) | Adjusted for Stipend Funding |
| TRAVEL | 0 | 0 | 0 | |
| EQUIPMENT | 0 | 0 | 0 | |
| SUPPLIES | 1,053,540 | 476,259 | (577,281) | Decreased to support retention stipend and construction |
| CONTRACTUAL | 0 | 0 | 0 | |
| CONSTRUCTION | 0 | 603,503 | 603,503 | Increased to support higher costs for construction |
| OTHER | 1,000,869 | 197,290 | (803,579) | Decreased to support retention stipend and construction |
| INDIRECT | 266,580 | 239,922 | (26,658) | Decreased Modified Direct Expenses |
| BUDGETED EXPENDITURES | 3,336,361 | 3,336,361 | 0 | |