Head Start
State Child Development

POLICY COUNCIL MEETING PACKET

October 27, 2022

POLICY COUNCIL
STANDING COMMITTEES
October 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		

Budget & Finance Committee

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.
Ashley McAllister		X	X	X	X	X	X		R	R	R
Jasmine Ponce		X	ABS	X	ABS	ABS	ABS		X	X	ABS
Pablo Reyes		X	X	X	X	X	ABS		X	X	X

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	X
Nila Hogan		X	X	X	X	ABS	X		X	X	X
Ashley McAllister		X	X	X	X	X	X		X	R	R
Michelle Jara-Rangel				X	X	X	X		ABS	X	X

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	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*

DATE	October 27, 2022
TIME	6:00 p.m. - Meeting
LOCATION	The Padre Hotel 1702 18th Street Bakersfield, CA 93301

Policy Council Meeting Agenda

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

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. Recognition of 2021-2022 Policy Council Members – Jeremy Tobias, CEO Community Action Partnership of Kern & Yolanda Gonzales, Head Start/State Child Development Director

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 – September 27, 2022 (English/Spanish) ***(p. 11-24)***
   b. Budget & Finance Committee Meeting Minutes – September 20 , 2022 ***(p. 25-28)***
   c. Planning Committee Meeting Minutes – September 6, 2022 (English/Spanish) ***(p. 29-32)***
   d. Planning Committee Meeting Minutes – October 4, 2022 (English/Spanish) ***(p. 33-38)***
   e. Head Start Budget vs. Actual Expenditures, March 1, 2021, to September 30, 2022 ***(p. 39-41)***
   f. Early Head Start Budget vs. Actual Expenditures, March 1, 2022, to September 30, 2022 ***(p. 42-44)***
   g. San Joaquin Early Head Start Budget vs. Actual Expenditures, February 1, 2021, to September 30, 2022 ***(p. 45-46)***
   h. Early Head Start Child Care Partnerships Budget vs. Actual Expenditures, March 1, 2021, to September 30, 2022 ***(p. 47-48)***
   i. American Rescue Funding Expenditures April 1, 2021 to September 30, 2022 ***(p. 49-50)***
   j. Parent Local Travel & Childcare through September 30, 2022 ***(p. 51-52)***
   k. Parent Activity Funds through September 30, 2022 ***(p. 53-54)***

l. Kern Head Start and Early Head Start Non-Federal Report, March 1, 2022, to September 30, 2022 ***(p. 55-58)***
m. San Joaquin Early Head Start Non-Federal Report, March 1, 2022, to September 30, 2022 ***(p. 59-60)***
n. Early Head Start Child Care Partnership Non-Federal Report, March 1, 2022 to September 30, 2022 ***(p. 61)***
o. Head Start Program Review Evaluation (PRE) Report – September 2022 ***(p. 62-63)***
p. ACF-IM-HS-22-07 Reporting Child Health & Safety Incidents: Issuance Date: September 27, 2022 ***(p. 64-66)***
q. Head Start Recruitment Flyer ***(p. 67-68)***
r. Home Visiting Program (English/Spanish) ***(p. 69-70)***
s. Monthly Parent Trainings with Dr. Kirk – Head Start Wellness ***(p. 71)***
t. Children's Mobile Clinic – November 2022 (English/Spanish) ***(p. 72-73)***

6. New Business ***Action Item***

a. Head Start/Early Head Start 2023-2024 Refunding Application – Jerry Meade, Assistant Director- Program ***(p. 74-82)***

7. Standing Reports

a. Program Governance – Lisa Gonzales, Program Governance Coordinator
b. Community Representative –Nila Hogan, Anastasia Lester
c. Early Head Start Partnership – Jasmine Ponce
d. Board of Directors – Michelle Jara-Rangel, CAPK Board Member
e. Head Start/State Child Development – Yolanda Gonzales, Head Start/State Child Development Director

8. Policy Council Chairperson Report

9. Policy Council Member Comments

10. Adjournment

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. October 24, 2022. Lisa Gonzales, Program Governance Coordinator.

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	X	
2	Monique Davis - Martha J Morgan	X	X	X	X	ABS	X	X	X		ABS	X	
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	R	
2	Isabelle Diaz - Pete Parra	X	ABS	X	X	X	X	X	X		X	X	
3	Pablo Reyes - Harvey L. Hall	X	X	X	X	X	X	X	X	ABS	X	X	
4	Kaylonie Howard - Harvey L. Hall					X	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	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	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	X	
2	Anastasia Lester						X	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	X	

DATE	October 27, 2022
TIME	6:00 p.m. - Meeting
LOCATION	The Padre Hotel 1702 18th Street Bakersfield, CA 93301

Policy Council Meeting Agenda

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

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

2. **Public Comments**
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3. **Subcommittee Verbal Reports** (3 minutes per report)
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   Planning
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d. Board of Directors – Michelle Jara-Rangel, CAPK Board Member
e. Head Start/State Child Development – Yolanda Gonzales, Head Start/State Child Development Director

8. Policy Council Chairperson Report

9. Policy Council Member Comments

10. Adjournment

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. October 24, 2022. Lisa Gonzales, Program Governance Coordinator.

FECHA	Octubre 27, 2022
HORA	6:00 p.m. - Reunión
UBICACIÓN	El Padre Hotel 1702 18th Street Bakersfield, CA 93301

Agenda del Concilio de Póliza

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

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. Reconocimiento a los miembros del concilio de póliza para el ciclo 2021-2022 – Jeremy Tobias, CEO La Acción Comunitaria de Kern & Yolanda Gonzales, directora de Head Start/Desarrollo infantil estatal

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 – 27 de septiembre, 2022 (inglés/español)
   b. Resumen de la reunión del comité de presupuestos y finanzas – 20 de septiembre, 2022
   c. Resumen de la reunión del comité de planeación – 6 de septiembre, 2022 (inglés/español)
   d. Resumen de la reunión del comité de planeación – 4 de octubre, 2022 (inglés/español)
   e. Presupuesto de Head Start vs. Gastos actuales, 1 de marzo, 2021, hasta el 30 de septiembre, 2022
   f. Presupuesto de Early Head Start vs. Gastos actuales, 1 de marzo, 2021, hasta el 30 de septiembre, 2022
   g. Presupuesto de San Joaquín Early Head Start vs. Gastos actuales,1 de febrero, 2021, hasta el 30 de septiembre, 2022
   h. Presupuesto de la asociacion de cuidado infantil vs. Gastos actuales, 1 de marzo, 2021, hasta el 30 de septiembre, 2022
   i. Gastos del plan de rescate americano 1 de abril, 2021 hasta el 30 de septiembre, 2022
   j. Viajes locales de padres y cuidado infantil hasta el 30 de septiembre, 2022
   k. Fondos de actividades para padres hasta el 30 de septiembre, 2022

l. Reporte de contribuciones no federales de Head Start and Early Head Start de Kern, 1 de marzo, 2022, hasta el 30 de septiembre, 2022
m. Reporte de contribuciones no federales de Early Head Start de San Joaquín, 1 de marzo, 2022, hasta el 30 de septiembre, 2022
n. Reporte de contribuciones no federal de la Asociación de Cuidado Infantil de Early Head Start, del 1 de marzo de 2022 al 30 de septiembre de 2022
o. Reporte de evaluación del programa Head Start (PRE, siglas en inglés) – septiembre 2022
p. ACF-IM-22-07 Reportando Incidentes de Salud y Seguridad Infantil: Fecha de emisión: 27 de septiembre de 2022
q. Volante de reclutamiento de Head Start
r. Volante de reclutamiento del programa de visitas a domicilio (inglés/español)
s. Horario de capacitaciones mensuales con el Dr. Kirk – Bienestar Head Start
t. Clínica móvil infantil – noviembre 2022 (inglés/español)

6. Nuevos intercambios ***Componente de acción***

a. Solicitud de retribución para el ciclo 2023-2024 para Head Start/Early Head Start 2023-2024 – Jerry Meade, asistente del director del programa

7. Reportes permanentes

a. Programa de gobernanza – Lisa Gonzales, coordinadora del programa de gobernanza
b. Representante comunitario –Nila Hogan, Anastasia Lester
c. Asociacion de cuidado infantil Early Head Start – Jasmine Ponce
d. Junta directiva – Michelle Jara-Rangel, miembro de la junta directiva de CAPK
e. Head Start/Desarrollo infantil estatal – Yolanda Gonzales, directora de Head Start/Desarrollo infantil estatal

8. Reporte de la presidenta del concilio de póliza

9. Comentarios de los miembros del concilio de póliza

10. Conclusión

Se certifica que este aviso de la agende se publicó en el vestíbulo de la oficina administrativa de CAPK, localizada en el 5005 Business Park North, Bakersfield CS y en línea www.capk.org antes de las 12 p.m. el 24 de octubre, 2022 por Lisa Gonzales, coordinadora del programa de gobernanza.

COMMUNITY ACTION PARTNERSHIP OF KERN
POLICY COUNCIL COMMITTEE MEETING MINUTES
September 27, 2022
Teleconference ID: 799 157 755#
Per Governor's Executive Order N-25-20

1. **Call to Order**
   Policy Council Chairperson, Andrea Martinez called the meeting to order at 5:30 p.m.
   a. Policy Council Secretary, Monique Davis conducted roll call; quorum was established.
   Policy Council Members Present: Dominique Bassi, Monique Davis, 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 language and literacy. Head Start children are currently working on *The Making Music* study and Early Head Start is working on *Shoes*. Parents were 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. Full year sites started their second Developmental Profile Assessments on September 5, 2022 while party year assessments will be completed on October 13, 2022. Parents are encouraged to support this process by completing the DRDP Parent Observation form. Parent conferences will be conducted October 14-24, 2022. There are upcoming ReadyRosie workshops, there will be workshops in both English and Spanish. There have been COVID vaccination clinics organized at select sites, more information will follow for those interested. 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 met on September 6, 2022; quorum was established. The Division/Program monthly activity report was reviewed with the committee. This included enrollment information for Head Start and Early Head Start, with Head Start at 48% and Early Head Start at 64% enrollment. The Child Adult Care Food Program (CACFP) noted 31,740 meals were prepared by the Central Kitchen in July 2022. The division staffing report noted there are ninety-nine vacant positions. There were also four employees onboarded, interviews were conducted for three open requestions and eleven resignations were received. The Enrollment and Attendance team attended various community events in Kern and San Joaquin Counties. Garden Pathways will be hosting a Resource Fair on October 8, 2022 with twenty vendors having signed up thus far. Escuelita Hernandez is awaiting a licensing inspection and once this takes place the program will begin providing in person services for the infant classroom. The center passed their fire inspection on August 26, 2022. San Joaquin staff are having a heavy presence in the community for recruitment of families. They are at flea markets, WIC offices, as well as local high schools and food banks.
   c. Budget & Finance Committee
   The Budget and Finance Committee met on September 20, 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. It was noted there were expenses in the Parent Activities fund during this reporting period. No-cost budget information for San Joaquin and Early Head Start Child Care Partnership were also reviewed as was the American Rescue Funding Plan. Additionally shared was a detailed in-kind report. All items can be found in the consent agenda portion of the August Policy Council Packet. The next meeting which will be the final meeting of the term will be held on October 18, 2022 at 6:00 p.m.

d. Bylaws Committee

The Bylaws Committee has conducted all regularly scheduled meetings for this term. There has not been any new or relevant information pertaining to the Policy Council Bylaws to warrant a need for any additional meetings. The 2021-2022 Bylaws Committee has fulfilled all its obligations as outlined.

4. Presentations

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

Carolyn Coffey, Education and Support Services Administrator presented on behalf of Maria. Carolyn shared an informative PowerPoint presentation speaking to the importance of family engagement and ways to support this component.

Carolyn provided background information noting family engagement is a strength-based process building positive and goal-oriented relationships through a shared process between staff and families across all levels. It requires mutual respect, as well as commitment to creating and sustaining an ongoing partnership that supports the well-being of a family and honors the parent-child relationship.

The CCR survey was discussed as this survey assists in identifying family strengths and needs and is used to support their success. Based upon the survey staff can provide resources to help strengthen their needs.

Carolyn shared that the collection of various forms of data is used to develop school readiness goals. She also noted that the family engagement outcomes focus is families as advocates and leaders. In support of this, each school readiness goal has family activities that parents can complete at home with their children.

The purpose of the Family Partnership Agreement was discussed, noting that families know what their goals are for their children and themselves. Staff's role is to partner with parents to help make progress towards their respective goals.

Carolyn also addressed the topic of attendance and the importance of such. Noting that attending daily assists in building the foundation for school readiness for years to come.

An overview of the parenting curriculum, ReadyRosie was shared with members noting it also enables staff to reach families on a personal level and helps make additional connections through family workshops. The content allows for families to customize and individualize videos in their primary language. Learning Genie was also discussed as was the Creative Curriculum cloud which allows for two-way communication with teachers. Pertinent Information as well as resources from staff is also sent via those two applications. The S'more newsletter and its content was shared. These school newsletters provide parents with activities that support school readiness goals while the Summer Soar S'more Newsletters include ReadyRosie activities and summer fun calendars. Monthly family engagement activities have also been incorporated which parents are encouraged to complete at home and then share with their respective site for posting at the center. It was noted that activities have also been featured on Head Start social media platforms. Father engagement and the importance of such was discussed noting male father figures are key in the healthy development of children. The many positive impacts having a positive male role model in a child's life were discussed with a few photos shared of male involvement with children.

5. Consent Agenda ***ACTION**

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a. Policy Council Meeting Minutes – August 23, 2022 (English/Spanish)
b. Bylaws Committee Minutes – August 9, 2022 (English/Spanish)
c. Budget and Finance Committee Minutes – August 16, 2022 (English/Spanish)
d. Head Start Budget to Actual Report, March 1, 2022, to August 31, 2022
e. Early Head Start Budget to Actual Report, March 1, 2022, to August 31, 2022
f. Early Head Start San Joaquin Budget to Actual Report, February 1, 2021 to August 31, 2022

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

Monique Davis made a motion to approve consent items (a) through (dd); seconded by Michelle Jara-Rangel. Motion carried unanimously.

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

a. October Meeting Date Change – Lisa Gonzales, Program Governance Coordinator
Lisa stated the current, approved meeting schedule sets the October Policy Council meeting for October 25, 2022. She continued, sharing there is an opportunity to hold this final meeting of the term in person, however due to venue coordination, there isn't any availability on the 25th of October but there is availability on October 27, 2022. Because of this and other factors a request was made to conduct the meeting later in the week, on Thursday, October 27, 2022. Motion made by Teresa Fajardo to change the meeting from October 25, 2022 to October 27, 2022; seconded by Dominique Bassi. Motion carried unanimously.

b. EHS Child Care Partnership 2022-2023 Budget Revision – Sylvia Ortega, Quality Assurance Administrator
Sylvia shared the Head Start and State Child Development Division is requesting approval to submit a budget revision for the EHS Childcare Partnership grant. Budgetary detail was also presented to members. It was noted the grant was awarded a no-cost extension to carryover funds from the 2021-2022 fiscal year to the current (2022-2023) fiscal year however to fully expend the remaining funds a budget revision is needed to realign the funding of major categories. The Head Start leadership team has been working in consultation with the Operations and Finance Divisions to determine the most appropriate categories to place this funding based upon projects that have been identified. Sylvia proceeded to share that these projects include minor renovations and repairs at two Head Start facilities, Angela Martinez and Oasis Child Development centers with some specifics of the projects also stated including but not limited to modifications to create a professional development lab, new air conditioning unit (Angela Martinez), and new toddler room, furnishing for indoor and outdoor environments (Oasis). It was stated that business services have identified a contractor to complete the projects. Furthermore, the cost is within the threshold allowed therefore preapproval from the Office of Head Start is not required as per Program Performance Standards. A question was posed as to what "environmental" entail? Sylvia clarified it was required when Angela Martinez was purchased a report was required to ensure the building doesn't need any repairs and those repairs are going to be addressed with the funds. She added that refers to both indoor and outdoor, including the play yard. Additionally, it was asked what reduction from staff vacancies is referring to. Sylvia stated that since we were not fully operational there were some savings. Since we have those savings, we knew we would be able to move them around to the categories needed. Sylvia added that benefits as noted on the

budget detail go along with personnel. She also went on to share additional information in the contractual category. Upon conclusion a request was made for a motion to approve the EHS Childcare Partnership 2022-2023 budget revision and equipment purchase. Motion made by Monique Davis; seconded by Michelle Jara-Rangel. Motion carried unanimously.

c. **EHS San Joaquin 2022-2023 Budget Revision – Sylvia Ortega, Quality Assurance Administrator**
Sylvia shared a request is being made to approve an additional budget revision, this one is for the San Joaquin Early Head Start grant. Budget detail to support this request was provided to members. This grant was provided a no cost extension from the Office of Head Start (OHS) to fully expend the remaining funds. However, a budget revision is needed to realign funding to major categories and approval granted from both the CAPK Board of Directors and Policy Council. Staff has been working in consultation with the Operations and Finance Divisions to determine the most appropriate categories to place funding, based upon identified projects. Projects identified in this revision include major renovations and repairs at the Barnett House as well as equipment purchases for other San Joaquin facilities. Barnett House renovations include modifications to the building to support a quality infant/toddler environment. The estimated costs for this project exceed the threshold allowed therefore pre-approval from the Office of Head Start is required. Additional expenses include the purchase of three shade structures for the Barnett House, Lodi UCC and the new facility in Lathrop. Sylvia stated the shade structures are considered equipment as they do not have a value more than $5000.00 and have a useful life of more than 1-year. A comment was made noting previous meeting discussion identifying there would be enough funds to compete the revisions as stated in this current request. The question was asked if there are additional things that we need to do so we need to move additional monies. In providing clarification it was stated previous discussion was had and this is the actual budget revision that will support those previous conversations. Additional information was provided as related to the direct and indirect expense categories. Teresa Fajardo made a motion to approve the 2022-2023 San Joaquin Early Head Start budget revision and equipment purchase; seconded by Nila Hogan. Motion carried unanimously.

d. **Head Start Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA)/American Rescue Plan (ARP) 2022-2023 Budget Revision – Sylvia Ortega, Quality Assurance Administrator**
Sylvia stated 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. Budget detail accompanied this request and was provided to members. It was further stated this is a onetime funding opportunity to support expenses as related to the COVID-19 pandemic to fully expend these funds. Sylvia shared staff has bee working with the Human Resources and Finance Departments to determine the most appropriate categories to place the funding based upon projects identified. She added that one priority to the funding was established based on the (CAPK) board approved employee retention stipend. Funding will be moved to the salary category and the salary costs utilized to support the summer bridge program. It was noted summer bridge expenditures have been on all budget to actuals presented since it took place over a year ago. It was also noted additional funding was allocated to the construction category for the approved projects at Harvey Hall, Pete Parra, Martha J. Morgan, Sterling and Angela Martinez Child Development Centers to support the higher costs of materials as 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. Robust discussion ensued regarding the budget to actual reports (on the consent agenda) which indicated the COVID budget was fully expended. It was also asked if this would be presented to the CAPK Board of Directors. It was noted this item was presented to the CAPK Budget & Finance Committee. Sylvia shared that the Coronavirus Response and Relief funding and the American Rescue Plan funding are two different grants, one of which was, as correctly pointed out expended however the other was not. Because the notice of award combined them into one grant, Finance prepares the budget to actual report with them combined as one grant. Continued discussion ensued with concern shared over confusion when reviewing the standing budget to actual report specific to this grant. Sylvia provided explanation of such adding that the report will reflect differently when/if the item gains approval which will allow for categories to be changed. It was restated there is confusion specifically because information provided indicates 100% expended (budget to actuals) and before members is a request for carryover; how can funds be carried over if they are fully expended. Upon conclusion of lengthy discussion, a request was made for a motion to approve the submission of a budget revision to the Office of Head Start for the Head Start grant 09HE000432 (CRRSA and ARP) for the 2022-2023 funding year. The motion was made by Dominique Bassi; seconded by Isabelle Diaz. Motion carried with one nay vote and two abstentions.

7. **Standing Reports**

a. Program Governance – Lisa Gonzales, Program Governance Coordinator

Lisa thanked attendees for taking the time to join tonight's meeting, adding that she knows there is a full agenda tonight and all the input members are providing is appreciated. She mentioned, as in months past members received Head Start Recruitment Flyers along with their Policy Council packets this is to provide continued support as we work towards reaching full enrollment.

It was shared the Positive Parenting Series has concluded. Lisa stated that twenty-five participants completed the series and received a certificate. Policy Council members Ana Lester and Teresa Fajardo were thanked for their participation in the series.

Lisa discussed Parent Meetings noting they have resumed. She reminded members to be considered for election to Policy Council for the upcoming 2022-2023 term, interested parties must attend their respective Parent Meeting and be elected as a Regional Parent Committee (RPC) Representative. Lisa also shared that she has had the opportunity to attend a few virtual meetings and has been pleased that there are some current PC members who have been elected to RPC. She stated RPC meetings have already been scheduled and will take place during the first two weeks of October.

Lisa mentioned some of the event items included on the consent agenda of the packet such as, the monthly Dr. Kirk parent training, a special needs screening of the movie Lyle, Lyle Crocodile at Studio Movie Grill and the Apple Festival in Tehachapi. There is also a Powwow and a Pumpkin Fair in San Joaquin County.

The topic of mental health was briefly discussed with various flyers in the packet pointed out. It was stated mental health is just as important if not more so than physical health and the stigma related around this topic needs to be removed. Lisa shared that it is important that you are your best you not only for your children but for yourself; it starts with you.

In closing, Lisa again thanked everyone for their attendance and commitment adding she is looking forward to seeing everyone in person at the October meeting with more information to be shared as it becomes available.

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

Nila, spoke about cold and flu season, noting it is hitting hard and fast. An informational flyer was shared with members and discussed. This included the differences between the two ailments. Nila added knowing the differences and when to seek medical treatment is of utmost importance in keeping your family healthy and well.

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 taking place in October. Ana spoke about GoNoodle noting that this is a free app that gets families moving. She added it will have you sweating and singing the catchy songs even in your sleep! She also mentioned Train Your Brain Day on October 13th adding it is a great opportunity to think about the things that calm us and get our brains moving. Ana added this is great for kids as many are challenged with anxiety and/or depression and this is a great way to provide techniques they can use to support themselves to the best of their ability. In closing Ana shared October 31st is National Knock-Knock Joke Day and shared a link with appropriate knock-knock and "Dad" jokes to get everyone laughing.

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 for September and has had 203 views to date. The newsletter contained information on the Pyramid Model topics and featured videos on the importance of creating routines and schedules. Parent handouts included information on how parents can support their child's social emotional development by helping their child to understanding their emotions (from the Pyramid Model backpack series.) There was also information for parents on attachment as well as how to help your child have a successful bedtime. The monthly father/family engagement activity was to go on a fall family nature walk. Families will share their experience, pictures and make a collage of items found on their nature walk. Completed projects will be posted in center-based classrooms and will be shared during socializations for the home-based program option. CAPK San Joaquin hosted three dental clinics in September so families can receive preventative dental care. There was a total of six participants who received dental care. On September 9, 2022 staff

attending a breastfeeding celebration through WIC and completed thirty-eight program interest slips. An additional six interest slips were also obtained at a monthly recruitment event. A total of forty-four program interest slips have been given to the appropriate staff for follow up. Nicole shared that SJC is actively recruiting, pushing hard to reach full enrollment.

d. Early Head Start Partnership – Jasmine Ponce

Jasmine shared on September 12, 2022 Bakersfield College passed their licensing inspection of their new classroom. Applications are now being accepted for the 18–24-month classroom at Escuelita Hernandez. Jasmine also shared during the month of September; family advocates participated in the CAPK Vaccine Equality Resource Fair as well as the Wendell Davis Foundation's Walk for Peace event. On October 8, 2022, Garden Pathways in collaboration with CAPK will host a "one stop shop" resource fair. There will be over twenty vendors at the event which will be held from 10:00 a.m. – 2:00 p.m. Food and drinks will be available and there will also be a raffle, all families and community members are invited to attend. Since the start of the new program year (July 1, 2022) family advocates have helped enrolled families to establish approximately twenty-six family goals and have provided sixty-seven resources. There are currently sixty-seven families registered for ReadyRosie.

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

Michelle reported the Board of Directors (BOD) met on August 24, 2022 and for the first time since March 2022 were able to meet in a hybrid meeting option with five members participating in-person. Catherine Anspach was introduced as the new Director of the CAPK Foundations. Rebecca Moreno provided a presentation about the Safe Camping/Safe Parking program provided at the M Navigation Center which is at capacity (40 campsites). Rebecca also reported eleven clients have moved from the safe camping area into the Navigation Center and there have been two family unifications. Additionally, eight clients were provided a housing voucher and are currently looking for housing. All consent agenda items were approved, with one item removed to allow for the full board to hear the presentation. Most notably approved was term limits for members of the private sector, addition of a new account software and an agency wide budget revision. Yolanda Gonzales and Jerry Meade also provided an update on the Head Start program reporting on continued enrollment efforts as well as discussing staffing challenges. Nila Hogan presented the Policy Council report to the board. Jeremy Tobias provided a verbal report on the status of COVID cases stating while there continues to be sporadic outbreaks, staff is managing these incidents well. Jeremy also shared that CAPK employees, Pritika Ram and Esperanza Contreras have completed the CCAP course and passed the certification testing. They will be recognized at the NCAP National Convention Gala in New York. This meeting of the CAPK Board of Directors adjourned at 1:27 p.m.

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

Sylvia Ortega, Quality Assurance Administrator reported on Yolanda's behalf stating Yolanda sends her gratitude for all the Policy Council does and is looking forward to attending the next meeting, seeing everyone and having the opportunity to meet them in person.

Sylvia shared that we are looking forward to the completion of construction projects and are excited about preparing classrooms for licensing. It was noted that the education team has already set up some of the classrooms.

It was stated that staff has been working diligently and "all hands are on deck" in recruitment efforts. Adding there has been a lot of discussion at both the regional level as well as the national level centered around ensuring that all programs are fully enrolled. Sylvia stated the Office of Head Start has shared that they (OHS) will first focus on grantees that are below 50% enrollment to ensure they are placing resources on those grantees/agencies that most need them. With that said, Sylvia stated that we are hoping to be celebrating full enrollment very soon in the coming months.

Sylvia spoke to a previously shared comment noting that Pritika Ram and Esperanza Contreras were recognized (at CCAP) earlier in the month in New York, with their families present and that it was a great event.

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

Andrea thanked everyone for their attendance, for participating and for all their questions. She also shared that she is participating in a 10-week program guiding parents of strong-willed children. It was added that during a recent session she was surprised by the number of parents whose hands did not go up when the question was posed as to who told their children daily that they loved them. She continued, stating that

there are some factors, such as how you were raised, etc. and shared how important an intentional word of love and affirmation are. These words are so important, even if your child may not receive it well.

Andrea also shared information on an upcoming vintage flea market at the Kern County Museum stating this happens twice a year with the current event taking place on October 9, 2022. She added there are a lot of items such as art, clothing, and of course food.

In closing Andrea extended thoughts and prayers to Yolanda and her family.

9. Policy Council Member Comments

Members were given an opportunity to share comments. Monique mentioned that she had the opportunity to see Lisa in person (unexpectedly) at a recent community collaborative. She went on to share with members that she works at a non-profit which provides classes for children 6-11 years of age on social emotional skills. The class takes place on Wednesday's from 3:30 p.m. – 4:30 p.m. They play games and are taught skills centered around listening and respectful behavior. It is free and snacks are also provided. The agency is Stay Focused and is located across the street from the Maya Theater on California Avenue.

Michelle thanked everyone for their time and efforts they put into the Policy Council. She also shared she enjoys receiving all community resources which she can share with the families she serves as well. Michelle shared this has been a really great experience for her.

10. Next Scheduled Meeting

The next meeting will be held on October 27, 2022.

11. Adjournment

Meeting was adjourned at 6:40 p.m.

ASOCIACIÓN DE ACCIÓN COMUNITARIA DE KERN
RESUMEN DE LA JUNTA DEL CONCILIO DE PÓLIZA
27 de septiembre, 2022
Número de identificación de la teleconferencia: 799 157 755#
Por Orden Ejecutiva Gubernamental N-25-20

1. Convocación de reunión

La presidenta del concilio de póliza, Andrea Martinez llamó la junta al orden a las 5:30 p.m.

a. La secretaria del concilio de póliza, Monique Davis pasó lista, se estableció cuórum.

Miembros del concilio presentes: Dominique Bassi, Monique Davis, 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, pueden hacerlo en este momento. Sin embargo, el concilio no tomará ninguna acción, solo 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 vigente de preparación escolar es lenguaje y alfabetización. Los niños de Head Start están trabajando en el estudio denominado la realización de la música y Early Head Start está trabajando en los zapatos. Se les recordó a los padres que proporcionen sus correos electrónicos para recibir información relevante a sus hijos, planes de lecciones semanales, así como actividades familiares. En las guarderías de año completo, se han iniciado la segunda ronda de evaluaciones de perfil de desarrollo, las evaluaciones de medo año se terminarán impartiendo hasta el trece de octubre del presente año. Se les pide a los padres apoyar este proceso, llenando el formulario de observación para padres denominado DRDP. Las conferencias para padres se llevarán a cabo del catorce al veinticuatro de octubre del presente año. También se estarán impartiendo talleres de ReadyRosie, en inglés y español. Entre otros eventos que se han organizado son clínicas de vacunación contra COVID, se estará repartiendo más información para aquellas personas interesadas. Para realizar esto, se les exhorta a los miembros a seguir a CAPK en todas las plataformas de redes sociales, así podrá recibir los boletines de S'more, actividades de participación familiar, bienestar de salud mental entre otros temas.

b. Comité de planeación

El comité de planeación se reunió el 6 de septiembre del presente año. Se revisó en informe mensual de actividades del programa; este informe incluyó la siguiente información: Head Start reportó un cuarenta y ocho por ciento de inscripción, así como Early Head Start sesenta y cuatro por ciento. El programa de alimentación infantil y cuidado para adultos (CACFP, siglas en inglés), reportó que la cocina central preparó 31,740 comidas durante el mes de julio del presente año. La división de personal reportó la existencia de noventa y nueve vacantes; durante agosto se contrataron a cuatro empleados y se realizaron entrevistas para tres vacantes, también durante el mismo mes se recibieron once renuncias. La división de inscripción y asistencia participó en varios eventos comunitarios que se realizaron en los condados de Kern y San Joaquín. La guardería Garden Pathways organizó una feria de recursos que se llevó a cabo el ocho de octubre del presente año, contaron con la participación de veinte proveedores. La escuelita Hernández continua en espera de la inspección para la licencia, una vez que se obtenga, el programa podrá brindar servicios en el salón de bebés la misma institución logró pasar la inspección de bomberos el 26 de agosto. El personal de San Joaquín está trabajando arduamente dentro de la comunidad para continuar inscribiendo a las familias interesadas. Están asistiendo al mercado de segunda mano, las oficinas de WIC, escuelas secundarias y bancos de alimentos.

c. Comité de presupuestos y finanzas

El comité de presupuestos y finanzas se reunió el 20 de septiembre, 2022. Se proporcionó información sobre los presupuestos y documentación de gastos actuales para los subsidios de Head Start y Early Head Start, los fondos de actividades para padres e información sobre reembolsos de viajes locales para padres. Se notó que este último, tuvo movimientos durante el periodo de este informe. También se revisó la información de los subsidios de Early Head Start de San Joaquín y la Asociación de

cuidado infantil, así como el plan de rescate americano. Se informó también sobre las donaciones mensuales. Toda esta información se puede encontrar en la agenda de consentimiento del paquete del concilio de póliza de agosto. La reunión final de este comité se llevará a cabo el 18 de octubre a las 18 horas.

d. Comité de estatutos

El comité de estatutos realizó todas las reuniones programadas para el presente ciclo. No se ha recibido información nueva o relevante que justifique una nueva reunión. Como se ha reiterado el comité de estatutos ha cumplido con todas sus obligaciones para el ciclo 2021-2022.

4. <u>Presentaciones</u>

a. La importancia del compromiso familiar – Maria Guadian, gerente de incorporación y compromiso familiar

Carolyn Coffey, administradora de educación y servicios de apoyo hizo la presentación a nombre de Maria. Carolyn compartió una presentación de PowerPoint que aborda el tema de participación familiar y las varias formas para apoyar este componente.

Se proporcionó información previa sobre el tema, y Carolyn señaló que la participación familiar es un proceso basado en fortalezas que construyen relaciones positivas y orientadas a ciertos objetivos en un proceso que se comparte entre el personal docente y las familias. Esta participación mutua requiere de respeto mutuo, así como el compromiso de crear y mantener una asociación continua que apoye el bienestar de la familia y honre la relación entre padres e hijos.

Se mencionó la encuesta denominada CCR, esta encuesta ayuda a identificar fortalezas y necesidades de la familia y se utiliza para apoyar el éxito de la familia. De acuerdo con los resultados de la encuesta, el personal puede proporcionar recursos disponibles para ayudar a fortalecer las necesidades de la familia.

Carol y también informó que la recopilación de datos se utiliza para desarrollar metas de preparación escolar. Se añadió que los resultados del enfoque del compromiso familiar se utilizan para ayudar a las familias a desarrollar defensores y lideres. Como apoyo a lo anterior, cada meta de preparación escolar cuenta con actividades para que los padres las realicen en casa con sus hijos.

Se enfatizó que el propósito del acuerdo de asociación de la familia funciona como medio de comunicación para que las familias estén informadas sobre los objetivos asignados tanto para las familias, así como para los niños. El propósito del personal es asociarse con los padres para ayudarles a progresar en sus respectivos objetivos.

Carolyn también tocó el tema de la importancia de la asistencia; enfatizando que la asistencia diaria ayuda construir una base sólida para la preparación escolar en años venideros.

Se presentó una descripción general del plan de estudios de ReadyRosie, notando que esta herramienta le permite al personal comunicarse más fácilmente con las familias y les ayuda a establecer nexos por medio de talleres. El contenido les permite a las familias personalizar los videos en el idioma de su selección. También se habló sobre el programa de Learning Genie, así como el plan de estudios creativos archivado en una nube, el cual permite a los padres una comunicación directa con los maestros. Cualquier información con respecto al alumno (a) y recursos son enviados por el personal por medio de estas dos aplicaciones. Se mostró el boletín informativo de S'more, estos boletines escolares brindad actividades que apoyan las metas de preparación escolar, los boletines de verano incluyen actividades y calendarios repletos de actividades en Ready Rosie. Se agregó que se han incluido actividades de participación familiar para que los padres las realicen en casa y después puedan compartirlas en su respectivo centro. Todas estas actividades se han agregado en todas las redes sociales de Head Start. Se discutió la participación masculina y su importancia, enfatizando que las figuras paternas, son parte clave en el desarrollo saludable de los niños. Por último, Carolyn compartió el impacto positivo que la figura tiene en la vida de los niños así varias fotos de la participación masculina del programa.

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

La agenda de aprobación consta con elementos que se consideran rutinarios y no controversiales. Estos elementos se aprueban con una sola propuesta, a menos 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 – 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, 1 de marzo hasta el 31 de 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 31 de agosto, 2022
g. Presupuesto de la asociación de cuidado infantil vs. Reporte actual, 1 de marzo, 2021 hasta el 31de agosto, 2022
h. Presupuesto del plan de rescate americano vs Reporte actual, 1 de abril, 2021 hasta el 31 de agosto, 2022
i. Viajes locales de padres y cuidado infantil hasta el 31 de agosto, 2022
j. Fondos de actividades para padres hasta el 31 de agosto, 2022
k. Reporte de contribuciones no federales de Head Start y Early Head Start de Kern, 1 de marzo hasta el 31 de agosto, 2022
l. Reporte detallado hasta la fecha de contribuciones no federales 1 de marzo hasta el 31 de agosto, 2022
m. Reporte de evaluación del programa Head Start (PRE, siglas en inglés) – agosto 2022
n. Estrategias para estabilizar la fuerza laboral de Head Start ACF-IM-HS-22-06 fecha de emisión 12 de septiembre, 2022
o. clínica móvil de vacunación infantil – octubre 2022; Salud Adventista (inglés/español)
p. Cómo ayudar a que su hijo pueda ir a la cama exitosamente – Series de la Conexión Mochila (inglés/español)
q. Cinco pasos para ayudar a alguien con problemas emocionales – Instituto Nacional de Salud Mental(inglés/español)
r. Señales de advertencia sobre el suicidio – Instituto Nacional de Salud Mental (inglés/español)
s. Folleto de la Liga de Deseos 2022 – (inglés/español)
t. Volante de ADAPTIdance – Alianza de baile de Kern y la Liga de Deseos
u. Reunión nativa C.O.R.E.-Tres ríos – 1de octubre, 2022; Stockton, CA
v. Feria de calabazas – 1-2 de octubre, 2022; (Centro) Manteca, CA
w. Cocodrilo Lyle, Lyle – 15 de octubre 2022; sala de proyección para necesidades especiales en el cine Studio Movie Grill, Bakersfield, CA
x. Festival de manzanas – 15 y 16 de octubre, 2022; (Centro) Tehachapi, CA
y. Calendario anual de capacitaciones con el Dr. Kirk – Servicios de bienestar familiar de Head Start y CAPK
z. Volante de reclutamiento de Head Start
aa. Volante del programa de visitas a domicilio
bb. Horario de las juntas del comité de planeación
cc. Horario de las juntas del comité de presupuestos y finanzas
dd. Horario de las juntas del concilio de póliza

Monique Davis presentó una propuesta para la aprobación de los incisos desdela (a) hasta (dd); esta fue secundada por Michelle Jara-Rangel. Propuesta aprobada por unanimidad.

6. <u>Nuevos intercambios</u> *ACCIÓN

a. Cambio de fecha de la reunión de octubre – Lisa Gonzales, coordinadora del programa de gobernanza

Lisa señaló que el calendario de reuniones que se aprobó tiene el 25 de octubre, 2022 como fecha para la reunión del concilio de póliza; continuó informando que la última reunión se llevará a cabo en persona, sin embargo, ciertas circunstancias de coordinación, no se podrá llevar a cabo en esa fecha y se tendrá que cambiar para el 27 de octubre. Se está solicitando la aprobación del concilio para este cambio. Teresa Fajardo presentó una propuesta para el cambio de fecha del 25 al 27 de octubre, 2022 Dominique Bassi la secundó. Propuesta aprobada por unanimidad.

b. Revisión del presupuesto de la asociación de cuidado infantil HS EHS 2022-2023 – Sylvia Ortega, administradora de control de calidad

Sylvia informó que la división de estatal de cuidado infantil y Head Start, está solicitando la aprobación del concilio para presentar una revisión de presupuesto del subsidio de la asociación de cuidado infantil EHS. Se presentaron los factores presupuestarios a los miembros. Se enfatizó que se le otorgó al subsidio, una extensión sin costo para transferir los fondos asignados al ciclo 2021-2022 al presente año fiscal 2022-2023; sin embargo, para hacer uso completo de los fondos restantes, se necesita una revisión del presupuesto para adjudicar los fondos a las categorías principales. El equipo administrativo de Head Start ha estado trabajando en conjunto con las divisiones de operaciones y finanzas, para determinar el uso apropiado y colocar los fondos en los proyectos que se han identificado. Sylvia procedió informando que estos proyectos incluyen renovaciones y reparaciones en los centros Angela Martinez y Oasis, se proporcionó una breve descripción y esta incluyó modificaciones para crear un laboratorio de desarrollo profesional, e instalar una unidad de aire acondicionado en el centro Angela Martinez y un nuevo salón para infantes, juegos infantiles exteriores y muebles para el salón en el centro Oasis. Ya se ha escogido un contratista comercial para realizar estos proyectos. Además, los gastos proyectados se encuentran dentro de las limitantes establecidas, por lo que no se requiere autorización previa de la oficina de Head Start, se agregó que estos proyectos se encuentran dentro de las limitantes de las normas de desempeño del programa. Uno de los miembros pregunta la definición de "ambiental", Sylvia contestó que cuando se adquirió el centro Angela Martinez se solicitó un reporte que aseguraba que el edificio no requería reparaciones, sin embargo, las reparaciones que se descubrieron se realizarán con estos fondos. Agregó que esto implica, reparaciones interiores y exteriores, incluyendo un patio de recreo. Alguien más preguntó el motivo por la reducción de vacantes; Sylvia contestó que debido a que no se estaba en pleno funcionamiento, no se identificaron ahorros. Estos fondos se aplicarán a las categorías que ya se han identificado. Para concluir con el tema se solicitó una propuesta de aprobación para la revisión del presupuesto de la asociación de cuidado infantil HS EHS 2022-2023. Monique Davis presentó una propuesta para la aprobación, esta fue secundada por Michelle Jara-Rangel. Propuesta aprobada por unanimidad.

c. Revisión del presupuesto EHS San Joaquín 2022-2023 – Sylvia Ortega, administradora de control de calidad

Sylvia informó que se está solicitando la aprobación de una revisión presupuestaria para el subsidio EHS de San Joaquín. Se presentaron los detalles del presupuesta que respaldan esta solicitud. Este subsidio, así como el anterior recibió una extensión si costo de la oficina de Head Start (OHS, siglas en inglés), para hacer uso completo de los fondos restantes. Sin embargo, se necesita una revisión del presupuesto para adjudicar los fondos en las categorías principales y se necesita la aprobación del concilio de póliza y la junta directiva. El equipo administrativo ha estado trabajando en conjunto con las divisiones de operaciones y finanzas, para determinar el uso apropiado y colocar los fondos en los proyectos que se han identificado. Sylvia procedió informando que estos proyectos incluyen renovaciones y reparaciones en la casa Barnett, así como la compra de equipo para otras instalaciones en el condado de San Joaquín. Las renovaciones en la casa Barnett incluyen algunas modificaciones a la estructura para apoyar un ambiente de calidad para los bebés e infantes. Los costos de este proyecto superan los límites permitidos, por lo cual se necesita aprobación previa de la oficina de Head Start. Los gastos adicionales incluyen la compra de sombra para la casa Barnett, Lodi UCC y Lathrop. Silvia puntualizó que las estructuras de sombra se consideran equipos, pero no tienen un valor mayor a $5,000 y no tienen uso mayor a un año. Se hizo un cometario sobre información proporcionada en la reunión anterior, en donde se identificó que habría fondos suficientes para completar las revisiones que se están contemplando en la solicitud actual, Se preguntó si existen cuestiones adicionales que se deben hacer para justificar la adjudicación de fondos adicionales. Sylvia aclaró que este tema de había discutido previamente y esta revisión del presupuesto actual apoya las discusiones anteriores. Información adicional se proporcionó con relación a las categorías de gastos directos e indirectos. Teresa Fajardo presentó una propuesta para la aprobación del presupuesto EHS de San Joaquín 2022-2023; esta fue secundada por Nila Hogan. Propuesta aprobada por unanimidad.

d. Revisión del presupuesto de la ley de asignaciones suplementarias de resolución y mitigación del Coronavirus de Head Start (CRRSAA, siglas en inglés) /Plan de rescate americano (ARP, siglas en inglés) 2022-2023 – Sylvia Ortega, administradora de control de calidad

Sylvia informó que la división de Head Start y Desarrollo Infantil Estatal, está solicitando la aprobación para presentar una revisión del presupuesto para el ciclo fiscal 2022-2023 para el subsidio de Head Start CRRSA/ARP. Se dio una explicación de los talles del presupuesto para esta solicitud. Se confirmó

que esta es una oportunidad de financiamiento único que respalda los gastos de relacionados con la pandemia de COVID-19 además de hacer uso completo de estos fondos. Algunos miembros del equipo de Sylvia han estado trabajando en conjunto con el departamento de recursos humanos, así como también el departamento de finanzas, para determinar las categorías apropiadas para el uso de fondos en función a proyectos ya identificados. Agregó que estos fondos han sido destinados para la retención de personal, asunto que la junta directiva de CAPK aprobó con anterioridad. Estos fondos estarán destinados a los costos de salario y se utilizarán para apoyar el programa de vacaciones de verano. Señaló que los gastos del programa de verano se han presentado en todos los costos actuales desde que se presentó hace más de un año. Se añadió que se han asignado fondos adicionales para la construcción de proyectos aprobados para los centros de desarrollo infantil Harvey Hall, Pete Parra, Martha J. Morgan, Sterling y Angela Martinez ya que los costos de materiales han aumentado y se enfrentan a desafíos de suministro. La división de finanzas está monitoreando los gastos de construcción y garantizaran los fondos de este subsidio para justificar que sean necesarios y razonables. Se produjo una discusión sobre el presupuesto versus los reportes actuales (en la agenda de aprobación) los cuales indican que los fondos de COVID se han consumido completamente. Se preguntó si esta propuesta se estaría presentando ante la junta directiva de CAPK, Sylvia señaló que esta propuesta se presentó ante el comité de presupuestos y finanzas de CAPK. Explicó que estamos hablando de dos subsidios, el primero es el fondo de resolución y mitigación del Coronavirus y el otro es el plan de rescate americano, uno de ellos se ha utilizado completamente mientras que el otro no. Debido al aviso de adjudicación que combinó ambos fondos en un solo la división de finanzas está trabajando para proporcionar un reporte actual de ambos fondos como un solo subsidio. Se continuó discutiendo el tema ya que esta información creó confusión al revisar el presupuesto versus el informe real de este subsidio. Sylvia aclaró que el reporte reflejará loa cambios una vez que se obtenga aprobación, lo que permitirá el cambio de categorías. Se reafirmó la confusión existente, especialmente porque el reporte financiero indica que los fondos ya se han agotado completamente y los miembros no pueden solicitar un traspaso de fondos inexistentes. A la conclusión de una larga discusión, se solicitó una propuesta para la aprobación de la revisión del presupuesto ante la oficina nacional de Head Start para el subsidio Head Start 09HE000432 (CRRSA y ARP) para el año fiscal 2022-2023. Dominique Bassi presentó la propuesta, esta fue secundada por Isabelle Días. La propuesta fue aprobada, con un voto en contra y dos abstenciones.

7. <u>Reportes permanentes</u>

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

Lisa agradeció a los presentes por asistir a la reunión de esta noche, ya que contamos con una agenda completa, agregó que agradece las aportaciones de todos los miembros. Mencionó que como en meses anteriores los miembros recibieron volantes de reclutamiento para Head Start en el paquete del concilio de póliza, este se incluye para el apoyo continuo de los miembros para que podamos alcanzar inscripción completa.

Se informó que las series de crianza positive han concluido. Lisa informó que veinticinco participantes completaron las series y recibieron un certificado. Se agradeció la participación de Ana Lester y Teresa Fajardo en esta capacitación.

Lisa continuó informando que las reuniones para padres se han reanudado; les recordó a los miembros su participación para continuar participando en el concilio de póliza para el ciclo escolar 2022-2023, las personas interesadas deben participar en las respectivas reuniones de padres y ser elegidos representantes del comité regional de padres (RPC, siglas en inglés). Lisa añadió que asistió a unas juntas virtuales y se complace en informar que algunos de los miembros del concilio, ya han sido elegidos para el RPC. Las reuniones para el RPC ya están programadas y se llevarán a cabo durante las primeras dos semanas de octubre.

Lisa mencionó algunas de las actividades que se encuentran en la agenda de aprobación del paquete del concilio, por ejemplo, las capacitaciones mensuales para padres dirigidas por el Dr. Kirk, la proyección de la película Cocodrilo Lyle, Lyle, dirigida especialmente para los niños con necesidades especiales en el cine Studio Movie Grill y el festival anual de manzanas en Tehachapi. También se anunció una reunión en tres ríos y una feria de calabazas en el condado de San Joaquín.

Se abordó el tema de salud mental, Lisa informó que se incluyeron varios volantes con respecto al tema en el paquete de esta noche. Lisa afirmó que la salud mental es de suma importancia y es

necesario eliminar el estigma con relación a este tema. Lisa agregó que es importante dar lo mejor de uno mismo, no solo para los demás, sino también para uno mismo, y es importante empezar con uno.

Para concluir, Lisa agradeció nuevamente a todos por su asistencia y compromiso y espera conocer a todos en persona en la reunión de octubre, se continuará informando a los miembros sobre la reunión a medida que se obtenga más información.

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

Nila, habló sobre la temporada de gripe y señaló que se está desarrollando rápidamente. Se repartió un volante informativo con los miembros; esto incluye la diferencia entre un resfriado y la gripe. Nila agregó que es de suma importancia reconocer la diferencia de los síntomas entre ambas enfermedades y cuando se debe buscar ayuda médica para mantener saludable a su familia.

Anastasia señaló que información que se incluyó en el paquete del concilio contiene los días nacionales de las familias pueden llevar a cabo durante octubre. Uno de estos es GoNoodle, una aplicación gratuita que incita a las familias a ponerse en movimiento, Ana agregó que esta aplicación hará que ante y sude hasta cuando duerme. Otro de los temas es el día de entrenar a su cerebro, el cual fue asignado para el 13 de octubre, esta es una fantástica oportunidad para meditar sobre las acciones que nos tranquilizan y hacer que nuestros cerebros se muevan, Ana dijo que esta es una excelente manera para ayudar a los niños cuando se enfrentan a temas como la ansiedad y depresión y proporciona técnicas que se utilizan para mitigar estas emociones. Por último, Ana informó que el 31 de octubre ha sido asignado como el día nacional de las bromas knock-knock y proporcionó un enlace que accede a bromas sobre este y otros temas.

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 S,more de septiembre se envió y hasta la fecha cuenta con 203 visitas. El boletín incluyo información sobre el modelo pirámide que tocaba la importancia de crear rutinas y horarios. Los folletos para padres incluyeron información sobre cómo los padres pueden apoyar el desarrollo social y emocional de sus hijos, explicándoles cómo entender sus emociones (de las series de conexión mochila del modelo pirámide). También se incluyó información sobre el afecto y cómo ayudar a su hijo a ir a la cama exitosamente. La actividad mensual de participación varonil y de la familia consistió en una caminata en la naturaleza en el otoño. Las familias podrán compartir fotografías y experiencias en un collage de objetos que se encontraron durante la caminata. Los proyectos se mostrarán en los centros y se compartirán en las socializaciones del programa a domicilio. CAPK de San Joaquín organizó tres clínicas dentales durante septiembre, para que las familias puedan recibir servicios dentales preventivos, seis personas participaron y recibieron servicios. El nueve de septiembre el personal se presentó en un evento de lactancia patrocinado por WIC y completó treinta y ocho boletas de interés en el programa, además de otras seis que se obtuvieron durante un evento mensual de reclutamiento. Se han distribuido un total de cuarenta y cuatro boletas entre el personal para dar el seguimiento correspondiente. Nicole afirmo que el condado de San Joaquín continúa reclutando activamente para poder alcanzar inscripción completa.

d. Asociación de cuidado infantil – Jasmine Ponce

Jasmine informó que el 12 de septiembre del presente año el colegio de Bakersfield recibió aprobación de la licencia para el nuevo salón de clases. Se están aceptando solicitudes para los niños de 18 a 24 meses e la escuelita Hernandez. Jasmine agregó que durante septiembre los defensores de las familias participaron en la feria de recursos para la igualdad de vacunas, así como en el evento de caminata para la paz, patrocinada por la fundación Wendell Davis. El ocho de octubre Garden Pathways en colaboración con CAPK llevará a cabo una feria de recursos, estarán participando más de veinte comerciantes, la feria iniciará a las 10 a.m. y terminará a las 2 p.m. habrá información, bebidas, así como una rifa, se invita a las familias y miembros de la comunidad a participar. Desde el inicio del nuevo ciclo escolar, que inicio el 1 de julio de presente año, los defensores de la familia han asistido a las familias inscritas a establecer veintiséis objetivos familiares y se han proporcionado un total de sesenta y siete recursos. Por último, se informa que hay sesenta y siete familias registradas en Ready Rosie.

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

Michelle reportó que la junta directiva (BOD, siglas en inglés) se reunió el veinticuatro de agosto del presente año y por primera vez desde marzo de este año se manejó una junta hibrida, y cinco miembros participaron en persona. Se presentó a Catherine Anspach, la nueva directora de las fundaciones de CAPK. Rebeca Moreno realizó una presentación sobre el programa acampado y estacionamiento seguros que proporciona el centro de Navegación de la calle M, el cual reporta

cupo lleno (40 espacios para acampar) Rebecca también informó que once clientes se mudaron del área segura para acampar al centro de navegación y se realizaron dos reunificaciones de familias. Ocho clientes recibieron un bono para la vivienda y están en búsqueda de esta. Se aprobaron todos los puntos de la agenda de aprobación y se eliminó uno de ellos para permitir que el pleno de la junta escuchara la presentación. Los más notable de la reunión fue los aprobados de los límites de mandato para los miembros del sector privado, una nueva cuenta de programación y la revisión del presupuesto para toda la agencia. Yolanda Gonzales y Jerry Meade proporcionaron una actualización del programa Head Start e informaron el continuo esfuerzo que se realiza para alcanzar inscripción completa, así como los desafíos que el personal está enfrentando. Nila Hogan presentó el informe de la reunión del concilio de póliza. Jeremy Tovias proporcionó un informe verbal sobre las estadísticas de COVID, informó que se continúan recibiendo brotes esporádicos y la eficacia con la que el personal está manejando bien estos incidentes. Jeremy informó también que Pritika Ram y Esperanza Contreras completaron el curso de CCAP y aprobaron los exámenes para recibir la certificación correspondiente; se les dará un reconocimiento en la cena de gala de la convención nacional de NCAP en Nueva York. La reunión de la junta directiva de CAPK finalizó a la 1:27 p.m.

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

Sylvia Ortega, administradora de control de calidad hizo la presentación a nombre3 de Yolanda, enfatizando que envía su más profundo agradecimiento por todo lo que hace el concilio de póliza y espera poder asistir a la próxima reunión para conocer a todos en persona.

Sylvia agregó que se espera con ansia la finalización de los proyectos de construcción y continuar con la preparación de los salones para las licencias. Se señaló que ya se ha instalado equipo didáctico en algunas de los salones.

Se añadió que el personal ha estado trabajando enérgicamente para continuar contratando personal. También se ha participado en diferentes juntas tanto a nivel regional como nacional, concentrándose en garantizar la inscripción completa para todos los programas. La oficina de Head Start ha informado que los esfuerzos se concentraran primero en los proveedores que han reportado cifras menores al cincuenta por ciento de inscripción, esto para asegurar que los recursos se asignen a los proveedores o agencias que necesiten de más ayuda. Sylvia dijo que esperamos celebrar inscripción completa en los próximos meses

Por último, Sylvia comentó sobre el homenaje a Pritika Ram y Esperanza Contreras, quienes recibieron el reconocimiento en CCAP a principios de este mes en Nueva York, añadiendo que sus familias estuvieron presentes y que este fue un magnífico evento.

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

Andrea agradeció la participación de los presentes, agregando que ella está participando en un programa con duración de diez semanas, el cual guía a los padres que tienen niños de fuerte carácter. Añadió que se sorprendió cuando se les preguntó a los participantes qué quienes les decían a amar a sus hijos diariamente. Continuó esto es el resultado de la forma de crianza que cada uno recibe y la importancia de utilizar palabras afirmativas y amorosas con nuestros hijos, incluso cuando ellos no le den mucha importancia.

Agregó información sobre una venta de antigüedades que se realizará en el museo del condado de Kern, este evento se lleva a cabo dos veces por año y se llevará a cabo el nueve de octubre del presente año. Habrá una gran variedad de arte, ropa y por supuesto alimentos.

Para finalizar, Andrea expreso su más profundo pésame a Yolanda y a su familia.

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

Se les dio a los miembros la oportunidad de compartir comentarios. Monique mencionó que tuvo el gusto de conocer en persona a Lisa, en un evento de colaboración comunitaria. También informó que ella trabaja para una organización sin fines de lucro, que imparte clases para niños de seis a once años sobre habilidades socioemocionales. La clase se lleva a cabo los miércoles de 3:30 a 4:30 p.m. Se realizan juegos y se les enseñan habilidades para escuchar y tener un comportamiento respetable. Son clases gratuitas y se ofrecen algunas botanas. El nombre de la agencia es Manténgase Enfocado (Stay Focused) y se ubica enfrente del cine Maya sobre la avenida California.

Michelle agradeció a todos por su tiempo y esfuerzo que proporcionaron al concilio de póliza, agregando que toda la información sobre recursos ha sido de suma importancia para las familias a las que sirve. Por último, agregó que esta ha sido una excelente experiencia para ella.

10. <u>Próxima reunión programada</u>

La próxima reunión se llevará a cabo el 27 de octubre, 2022.

11. <u>Conclusión</u>

La junta concluyó a las 6:40 p.m.

Community Action Partnership of Kern
Head Start / State Child Development
Policy Council Budget & Finance
Committee Meeting Minutes
September 20, 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 6:02 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 September 20, 2022; second by Pablo Reyes. Motion carried.

5. **Introduction of Guests**
   Guests in attendance were 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. In reviewing the Head Start training and technical assistance overall expenditures it was noted there were carryover notations. A request for was made for a reminder of what "carryover" means. Louis explained it is referring to funds not expended during the previous funding year. The committee continued to review the balance of the financial reports with the question if there is a limit as to how much can be carried over from the previous funding year. Additional information shared included both the San Joaquin and Child Care Partnership no-cost extension budgetary information. Review of the COVID Care funds and the American Rescue Fund was discussed along with parent travel and childcare reports. In-kind information for all programs was also provided. Upon conclusion of the review of parent travel and childcare reports which noted no expenses, a question was posed asking for more information as to what parent travel and childcare looks like. It was shared that this category is used for reimbursement to parents for travel to in-person governance meetings e.g., Regional Parent Committee, Policy Council, etc. as well as reimbursement in a set amount as outlined by policy for childcare to allow participation in these meetings. It was additionally stated that funds have not been expended in this capacity as there have not been any in person meetings held since February 2020. It

was also shared while in previous reports there were also no expenditures in the parent activities category with expenditures documented in this reporting period. It was noted this cost is associated with the recent parenting training series offered to parents of children enrolled in the program.

8. Announcements

Lisa shared Policy Council packets will be sent out in the mail adding there will be 4 action items for members to vote on with an informative Family Engagement presentation being made to the Council. She also shared there has been an email sent about the upcoming Feed the Need event benefiting the CAPK Food Bank which will take place on September 26, 2022. Pablo added that the (Kern County) Fair begins tomorrow (21st).

9. Adjournment

The next meeting will be held at on Tuesday, October 18, 2022 at 6:00 p.m. Meeting was adjourned at 6:17 p.m.

Asociación de Acción Comunitaria de Kern
Head Start / Desarrollo Infantil Estatal
Comité de Presupuestos y Finanzas
Resumen de la junta
20 de septiembre, 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 a junta a las 6:02 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 20 de septiembre, 2022; Pablo Reyes la secundó. Propuesta aprobada

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

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

7. **Presentación /Temas de discusión** – Louis Rodriguez, administrador de finanzas
   Se revisó con el comité los presupuestos y reportes de gastos actuales de los subsidios de Head Start y Early Head Start, así como los porcentajes de gastos en varias categorías. Al revisar los gastos general de capacitación y asistencia técnica de Head Start, se descubrió que existían algunos sobrantes. Se preguntó nuevamente el significado de transferencia; Louis explicó que estas son fondos sobrantes del año anterior. El comité continuó revisando el resto de los reportes financieros y se cuestionó el lapso de tiempo que tiene que transcurrir para traspasar fondos del año anterior. Se discutieron las extensiones sin costo de los presupuesto de San Joaquín y la asociación de cuidado infantil. Se proporcionó informacion sobre los fondos de COVID, los fondos del Plan de Rescate Americano, así como informes de viajes para padres y cuidado infantil. Otro de los temas que se trataron fueron los reportes de donaciones internas, para todos los programas. Al finalizar la revisión de los reportes de viajes para padres y cuidado infantil, se cuestionó por qué no existían gastos en ambas categorías. Se les informó a los miembros que no se ha hecho uso de estas categorías, debido a que las reuniones se han dado en línea en vez de en persona, algunos ejemplos son el Comité Regional de Padres, El concilio de Póliza, etc. Se agregó que no se ha hecho uso de estas categorías desde febrero del 2020, se enfatizó que en reportes anteriores no se mostrado tampoco ninguna actividad en ambas categorías. Se añadió que, durante

el periodo de este reporte, se documentaron algunos gastos asociados con sesiones de capacitaciones para padres que estaban contemplando inscribir a sus hijos en nuestros programas.

8. Anuncios

Lisa informó que el paquete del concilio se estará enviando por correo y este contiene 4 puntos para aprobación además de una presentación de la división de Compromiso Familiar. Agregó que se envió un correo electrónico sobre el evento de Alimente al necesitado, que beneficiará al banco de alimentos de CAPK, este se llevará a cabo el 26 de septiembre del presente año. Pablo por ultimó agregó que la feria del condado de Kern comienza mañana, el 21 de septiembre.

9. Conclusión

La próxima junta se llevará a cabo el 18 de octubre, 2022 a las 6:00 p.m. La sesión concluyó a las 5:48 p.m.

Community Action Partnership of Kern
Head Start / State Child Development
Policy Council Planning Committee
Meeting Minutes
September 6, 2022
Per Governor's Executive Order N-25-20

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

2. **Call to Order**
   a. Meeting was called to order at 5:30 p.m., by Isabelle Diaz

3. **Roll Call and establish Quorum (half plus one)**
   a. Quorum was established.
   b. **PC Members present:** Isabelle Diaz, Michelle Jara-Rangel, and Nila Hogan
   c. **PC members absent:** None

4. **Approval of Agenda**
   a. Motion to approve the agenda dated September 6, 2022, was made by Nila Hogan; Michelle Jara-Rangel seconded. Motion carried unanimously.

5. **Approval of Minutes**
   a. The meeting did not take place on August 2, 2022, due to lack of quorum.

6. **Introduction of Guests**
   Guests in attendance tonight were Jerry Meade, Assistant Director, Robert Espinosa, PDM Administrator; and Leticia Villegas, Program Assistant/Translator.

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

8. **Presentation / Discussion Items**
   a. The Division/Program Monthly Activity Report– Informational Item
   The Enrollment Report was shared for August 2022. Head Start Kern reported 53% enrollment; Early Head Start reported 80% enrollment during this reporting period. Robert informed members 2% of children enrolled in Head Start Kern had an IFSP (Individual Family Service Plan); IEP (Individualized Education Plan) in August. Early Head Start reported 9% IEP enrollment for the same reporting time. In the over income category, none of the programs were above the 10% goal; therefore, we were in compliance.
   The division staffing report included ninety-nine vacant positions for the month of August. The Family Medical Leave report noted there are thirty-nine employees on continuous leave and sixty on intermittent leave. The highlights section reported four staff were onboarded, three promoted, and there were interviews for three open requisitions. There were also eleven resignations.
   On August 4, 2022, Ready-Set back to School Health and Wellness fair was hosted by the Child Support Office. Part year centers re-opened on August 15, 2022. Four businesses were contacted regarding recruitment opportunities for enrollment.

The Partnership reports that Escuelita Hernandes 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 (Community Action Partnership of Kern) 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, from 10 a.m. to 2 p.m. We currently have twenty 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 San Dimas.
Regarding 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.
The following events have or will take place in San Joaquin County:
On 8/18/22 Cesar Chavez HS (Head Start) 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 are in the following cities – Manteca, Tracy & Lodi.
High Schools in Lodi, Lathrop, Manteca, Linden & Escalon
Food banks
Robert presented the Child and Adult Care Food Program (CACFP) report. There was a total of 39,570 meals delivered with 31,740 prepared by Central Kitchen for the month of July 2022. The highlights section informed that the part year staff of the Central Kitchen returned on August 8, 2022. Additionally, equipment for the new kitchen at Pete Parra and the new Stockdale center has been ordered.

b. Application Development – Informational Item
Jerry provided a brief explanation of the Application Development, adding that at next month's meeting he will be providing a full explanation of these processes.

9. <u>Announcements</u>
Next meeting is on October 4, 2022, at 5:30 p.m.

10. <u>Adjournment</u>
Meeting was adjourned at 5:55 p.m.

Asociación de Acción Comunitaria de Kern
Head Start / Desarrollo Infantil Estatal
Resumen de la junta del comité de planeación del concilio de póliza
6 de septiembre, 2022
Por orden ejecutiva gubernamental N-25-20

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

2. **Llamado de orden**
   a. Isabelle Diaz, 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.
   b. **Miembros del comité presentes:** Isabelle Diaz, Michelle Jara-Rangel, y Nila Hogan
   c. **Miembros del comité ausentes:** Ninguno

4. **Aprobación de agenda**
   a. Nila Hogan presentó una propuesta para la aprobación de la agenda fechada el 4 de octubre, 2022, Michelle Jara-Rangel la secundó. Propuesta aprobada por unanimidad.

5. **Aprobación de minutos**
   a. La reunión no se llevó a cabo el 2 de agosto, 2022, por falta de cuórum.

6. **Presentación de invitados**
   Los invitados presentes fueron: Jerry Meade, asistente de director, Robert Espinosa, administrador de PDM r; and Leticia Villegas, asistente de programa, traductora

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

8. **Presentación / Discusión temas**
   a. Informe de actividad mensual de la división y o programa– Componente informativo
   Se revisó el reporte del mes de Agosto2022. Para este mes Head Start de Kern informó un porcentaje de inscripción del 48%, Early Head Start 64% durante este periodo. Robert informó a los miembros que el 2% de los alumnos inscritos en Head Start cuentan con un IFSP (Plan de servicio familiar) o un IEP (Plan de educación individual) durante el mes de agosto. Early Head Start reportó un 9% para el mismo mes. En la categoría de ingresos superiores, ninguno de los programas estuvo por encima de la meta del 10%, de esta manera estamos cumpliendo con los parámetros.

   El reporte de la división del personal informa que contamos con noventa y nueve vacantes durante el mes de agosto. El informe de licencia médica familiar señaló que hay treinta y nueve empleados con licencia continua y sesenta con licencia intermitente. La sección de aspectos destacados informó que se incorporaron cuatro nuevos empleados y tres fueron ascendidos. También se reporta que once empleados renunciaron. Robert también presentó el informe del del Programa de alimentos y cuidado infantil y para adultos (CACFP). Se distribuyeron un total de 39,570 comidas, de las cuales 31,470 fueron preparadas por la cocina central durante el mes de julio del presente año. La sección de

aspectos destacados informó que los empleados de medio tiempo regresaron a sus labores el 8 de agosto, 2022. Además, se ordenó el equipo para la cocina de los centros Pete Parra y Stockdale; se realizaron entrevistas para tres vacantes y once empleados renunciaron.

El 4 de agosto, 2022 la oficina de manutención infantil llevó a cabo la feria de bienestar y salud titulada ¿Listo? Vamos. Los centros de medio año, regresaron a labores el 15 de agosto. Se contactaron a cuatro empresas con respecto a las oportunidades de inscripción.

La asociación reporta que la Escuelita Hernandez pasó la inspección contra incendios el 26 de agosto, 2022. La inspección para la licencia se llevará a cabo el 12 de septiembre, 2022. Una vez que se apruebe y se obtenga la licencia, se ofrecerán servicios para el salón de bebés. Durante agosto se proporcionó la oportunidad a todos los participantes para participar en el evento "Dame diez" de ReadyRosie. Estos talleres fueron coordinados por los defensores de las familias de CAPK; y se concentraron en la "disciplina positiva".

Garden Pathways está organizando una feria de recursos para la comunidad el 8 de octubre de presente año desde las 10 a las 2 p.m. Por el momento contamos con 20 participantes. En agosto el personal participó en dos eventos de reclutamiento, una la ofreció el departamento de manutención infantil del condado de Kern en donde se distribuyeron mochilas para los participantes, otra agencia que también hizo un evento similar fue el proyecto de salubridad San Dimas de Bakersfield.

En la sección de desempeño ambos programas Head Start y Early Head Start, enviaron el reporte anual de información del programa (PIR, siglas en inglés) a la oficina nacional de Head Start. Este reporte es un requisito para todos los programas, la oficina nacional utiliza estos informes para recopilar datos demográficos, estadísticas del programa e información general sobre el historial de inscripción del programa de Head Start.

Los siguientes eventos se llevarán a cabo en el condado de San Joaquín:
El 18 de agosto se llevará a cabo el evento de regreso a clases en la preparatoria Cesar Chavez con el propósito de contactar a familias que puedan inscribirse en los servicios a domicilio. Se espera que las guarderías alcancen inscripción completa, de acuerdo con el personal disponible. Los siguientes lugares se utilizarán para aumentar las inscripciones.
Mercado ambulante en los terrenos de la feria (los jueves)
En las oficinas de WIC en las ciudades de Manteca, Tracy y Lodi
Las escuelas preparatorias en Lodi, Lathrop, Manteca, Linden & escalón
Bancos de alimentos.

b. Proceso de solicitud – Componente informativo
Jerry proporcionó una breve explicación del proceso de solicitud y agregó que en la junta del próximo mes ofrecerá un explicación completa de este proceso.

9. <u>Anuncios</u>
La próxima junta se llevará a cabo el 4 de octubre, 2022 a las 5:30 p.m.

10. <u>Clausura de sesión</u>
La sesión se clausuró a las 5:55 p.m.

Community Action Partnership of Kern
Head Start / State Child Development
Policy Council Planning Committee
Meeting Minutes
October 4, 2022
Per Governor's Executive Order N-25-20

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

2. **Call to Order**
   a. Meeting was called to order at 5:33 p.m., by Isabelle Diaz

3. **Roll Call and establish Quorum (half plus one)**
   a. Quorum was established.
   b. **PC Members present:** Isabelle Diaz, Michelle Jara-Rangel
   c. **PC members absent:** Nila Hogan

4. **Approval of Agenda**
   a. Motion to approve the agenda dated October 4, 2022, was made by Michelle Jara-Rangel; Isabelle Diaz seconded. Motion carried unanimously.

5. **Approval of Minutes**
   a. Motion to approve the minutes dated September 6, 2022, was made by Michelle Jara-Rangel; Isabelle Diaz, seconded. Motion carried unanimously.

6. **Introduction of Guests**
   Guests in attendance tonight were Jerry Meade, Assistant Director, Robert Espinosa, PDM Administrator; and Leticia Villegas, Program Assistant/Translator.

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

8. **Presentation / Discussion Items**
   a. The Division/Program Monthly Activity Report–Robert Espinosa, Program Design and Management Administrator- **Informational Item**
   The Enrollment Report was shared for September 2022. Head Start Kern reported 56% enrollment; Early Head Start reported 66% enrollment during this reporting period. Robert informed members 3% of children enrolled in Head Start Kern had an IFSP (Individual Family Service Plan); IEP (Individualized Education Plan) in September. Early Head Start reported 8% IEP enrollment for the same reporting time. In the over income category, none of the programs were above the 10% goal; therefore, we were in compliance.

   The division staffing report included one hundred and eight vacant positions for the month of September. The Family Medical Leave report noted there are twenty-nine employees on continuous leave and fifty-nine on intermittent leave. The highlights section reported two staff were onboarded, two promoted, and there was four days of interviews for seven open requisitions. There were also eight resignations. Robert also presented the Child and Adult Care Food Program (CACFP) report. There was a total of 59,308 meals delivered with

49,303 prepared by Central Kitchen for the month of August 2022. The highlights section informed that the Central Kitchen has received the equipment for Pete Parra HS/EHS new kitchen. The Central Kitchen experienced staffing issues with two drivers and food production supervisor out; however, all meals were delivered as scheduled.

Regarding compliance, the special purpose audit for the year ended June 30, 2022, is almost concluding. For the Head Start and state Child Development division, the audit has focused on the California Department of Education and California Department of Social Services component. The program has been providing documentation and addressing questions from the auditors. Historically, the audit report is finalized in November.

The following events have or will take place in Kern County:
The Full Day/Part Year and Full Day/Full Year centers were closed one day (separate days for each cohort) for staff development. On September fifteen, the area surrounding Taft Head Start center was canvassed. September seventeen CAPK participated in the Vaccine Equity Project Resource Fair as well as the Kern County Cancer Foundation Walk. On September twenty second the area surrounding Alberta Dillard Center was canvased and on September twenty-nine the same procedure took place at the Delano Center. The Partnership reported that on September twelve, the Bakersfield College center passed their licensing inspection of the new classroom. Applications are now being accepted for the 18-to-24 age group and the classroom is expected to open soon.
During the month of September, the Family Advocates of the Partnership participated in the CAPK Vaccine resource fair held at Rexland Acres Park, and the Wendale Davis Foundation Walk for Peace event. Home Base and Visiting Program staff joined them.

On Saturday, October 8, 2022, Garden Pathways Downton Education Center, in collaboration with CAPK, will host a one-stop shop resource fair from 10:00 a.m. to 2:00 p.m. There will be over twenty community partners present to provide resources, food and drinks will be available, and there will be a raffle. All families and community members are invited to attend.

San Joaquin County
During the month of September, the San Joaquin Administrative team, Site Supervisors, Early Childhood Educators (formerly HBEs), and Family Service Workers participated in 16 hours of professional development on Brain Fit for work and life – with Dolores Neira, Licensed Brain Health Trainer. After receiving training, participants engaged in hands on presentations around activities on Brain Health. The Family Engagement provided three virtual Ready Rosie Parent Workshops to the families on the topic: Relationships Matter. San Joaquin also received their annual donation from Van Groningen and Sons Inc. a local farm, for a donation of pumpkins for each child, The donation totaled a total of $358.00 All families will receive a Family Engagement activity – Thankful Pumpkins and materials to decorate the pumpkins. In education the teaching staff received professional development on Curriculum Fidelity Training on September 14th and 21st.

The Early Childhood Educators and Family Service Workers participated in local recruitment activities in the community for the month of September included: Breastfeeding Fiesta Celebration on September 9th, and the Human Services Agency on September 14th. During September, El Concilio provided Spanish parent workshop on the topic Attachment. The contactor has begun fencing work at Barnett House.

b. 2023 – 2024 Refunding Application – Jerry Mead, Assistant Director of Program-
Informational Item

Jerry provided a brief explanation of the Refunding Application, he explained that we are in the middle of the program calendar, and we will be completing the improvements that are necessary to comply with the Program Planning Calendar for the program's application that is due on December 1, 2022. He added there was an audit finding last year and the program improvement plan is being completed and sent on for review and approval as required.

Within the program options change, we received the approval to apply for a reduction of slots and the program options will be replicated in the refunding application, for the time being the program does not anticipate making any changes in the new refunding application. The program is always open to make changes if there is additional funding available.

Jerry added the program is entering in the fifth year of the grant cycle, and the program will start developing another five-year strategic plan that should be ready before the March 1, 2023, deadline.

9. <u>Announcements</u>

None

10. <u>Adjournment</u>

Meeting was adjourned at 5:53 p.m.

Asociación de Acción Comunitaria de Kern
Head Start / Desarrollo Infantil Estatal
Resumen de la junta del comité de planeación del concilio de póliza
4 de octubre, 2022
Por orden ejecutiva gubernamental N-25-20

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

2. **Llamado de orden**
   a. Isabelle Diaz, llama al orden a la junta a las 5:333 p.m.

3. **Pase de lista y establecimiento de cuórum (la mitad más uno)**
   a. Se estableció cuórum.
   b. **Miembros del comité presentes:** Isabelle Diaz, Michelle Jara-Rangel
   c. **Miembros del comité ausentes:** Nila Hogan

4. **Aprobación de agenda**
   a. Michelle Jara-Rangel; presentó una propuesta para la aprobación de la agenda fechada el 4 de octubre, 2022, Isabelle Diaz la secundó. Propuesta aprobada por unanimidad.

5. **Aprobación de minutos**
   a. Michelle Jara-Rangel presentó una propuesta para la aprobación de los minutos fechados el 6 de septiembre, 2022; Isabelle Diaz la secundó. Propuesta aprobada por unanimidad.

6. **Presentación de invitados**
   Los invitados presentes fueron: Jerry Meade, asistente del director, Robert Espinosa, administrador de PDM; y Leticia Villegas, asistente del programa, traductora

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

8. **Presentación / Discusión temas**
   a. Informe de actividad mensual de la división y/o programa–Componente informativo
   Se revisó el reporte del mes de Septiembre 2022. Para este mes Head Start de Kern reportó un porcentaje de inscripción del 56%; Early Head Start 64% durante este periodo. Robert informó a los miembros que el 3% de los alumnos inscritos en Head Start cuentan con un IFSP (plan de servicio familiar o un IEP (Plan de educación individual, durante el mes de septiembre. Early Head Start reportó un 8% para el mismo mes. En la categoría de ingresos superiores, ninguno de los programas estuvo por encima de la meta del 10%, de esta manera estamos cumpliendo con los parámetros.

   El reporte de la división del personal informa que contamos con ciento ocho vacantes para el mes de septiembre. El informe de licencia médica familiar señaló que hay veintinueve empleados con licencia continua y cincuenta y nueve con licencia intermitente. La sección de aspectos destacados informa que se incorporaron dos empleados y dos fueron ascendidos. También se reporta que ocho empleados presentaron su renuncia. Robert también presentó el programa de alimentos y cuidado infantil y para adultos (CACFP). Se distribuyeron un total de 59,308 comidas, de las cuales

49,303, fueron preparadas por la cocina central durante el mes de septiembre. La sección de aspectos destacados informa que la cocina central ha recibido el equipo para la nueva cocina de la guardería de Pete Parra. La cocina central también tuvo algunos problemas de personal, pero eso no les impidió entregar todos las comidas planeadas.

Con respecto a la sección de desempeño la auditoria especial para el año que finalizó el 30 de junio del presente año. Para Head Start y la división de Desarrollo infantil estatal, la auditoría estuvo enfocada en el componente del departamento de Educación de California, así como el departamento de Servicios Sociales de California. El programa ha proporcionado documentación e informacion a los auditores. Por lo regular este informe de auditoría se finaliza durante noviembre.

Los siguientes eventos se llevaron o se llevarán a cabo en el condado de Kern:
Las guarderías de medio tiempo y tiempo completo, se cerraron en diferentes fechas para dar paso a capacitaciones para los empleados. El quince de septiembre se sondearon los alrededores del centro de Taft. El día 17 del mismo mes, CAPL participó en la feria de recursos del proyecto de equidad de vacunas, así como en la caminata de la fundación contra el cáncer del condado de Kern. El 22 de septiembre se recorrieron los alrededores de la guardería Alberta Dillard y el 29 la de Delano. La asociacion informó que el 12 de septiembre la guardería del colegio de Bakersfield, pasó la inspección para el otorgamiento de la licencia para el nuevo salón de clases. Ya se están aceptando solicitudes para niños entre 18 a 24 meses y se espera que se abra pronto. Durante el mes de septiembre, los defensores de la familia participaron en la feria de recursos de vacunación auspiciada por CAPK que se llevó a cabo en el parque Rexlan Acres y en el evento denominado Caminata por la paz, auspiciado por la fundación Wendale Davis, E estos se les unieron representantes de los programas de visitas a domicilio.

El sábado 24 de octubre del presente año, el centro de educación, Garden Pathways en colaboración con CAPK, organizará una feria de recursos desde las 10 de la mañana hasta las 2: de la tarde. Cuentan con 20 participantes comunitarios, quienes estarán ahí para poner a disponibilidad de los asistentes recursos, alimentos, bebidas y hasta una rifa. Todas las familias y personas de la comunidad están invitados a participar.

Condado de San Joaquín
Durante el mes de septiembre, el personal administrative, los supervisors de sitio, los maestros de educación temprana (nombrado HBE anteriormente) y los trabajadores sociales participaron en unas clases de Desarrollo profesional por 16 horas, esta clase llamada Ajuste cerebral para el trabajo y la vida, fue impartida por Dolores Neira, capacitadora con licencia de salud del cerebro. Una vez terminada la capacitación, los participaron hicieron presentaciones sobre las actividades relacionados con la salud del cerebro. Compromiso familiar impartió tres talleres de Ready Rosie con enfoque en la importancia de las relaciones. San Joaquín también recibió la donación anual de Van Groningen e hijos, una granja local que dona anualmente calabazas para todos los niños. El monto de esta donación ascendió a un total de $358.00. Todas las familias participantes recibirán una calabazas y los materiales para decorarla. El personal docente recibió una capacitación sobre el plan de estudios Fidelity los días 14 y 21 de septiembre.

Los maestros de la primera infancia y los trabajadores sociales participaron y actividades locales de reclutamiento en la comunidad durante el mes de septiembre, entre estas se incluyeron la si siguientes: fiesta de lactancia maternal el 9 de septiembre y se unieron a un evento auspiciado por el departamento de servicios humanos el 14 del mismo mes. El Concilio impartió una clase en español con el tema principal del apego. Ya se han iniciado los preparativos para erguir una cerca en la casa Barnett.

b. Solicitud de fondos para el ciclo escolar 2023 – 2024 – Jerry Mead, asistente del director
Jerry proporcionó una breve explicación sobre la solicitud de fondos, explicó que estamos a la mitad del calendario del programa y terminaremos con las mejoras necesarias para cumplir con el calendario de planeación del programa antes de la fecha de vencimiento el 1 de diciembre. Agregó que hubo una marca que se presentó durante la auditoría y se tiene que enviar el plan de remedio, para recibir autorización de la oficina de Head Start.

Dentro de las opciones del programa, se recibió autorización para reducir el cupo, y estas mismas se replicarán en esta solicitud, el programa no prevé ningún cambio, aunque si hay disponibilidad de fondos, estamos dispuestos a hacerlo.

Jerry agregó que estamos entrando en el último año del ciclo del subsidio y se comenzará a desarrollar otro plan estratégico de cinco años para que esté listo antes del 23 de marzo del próximo año.

9. <u>Anuncios</u>
Ninguno

10. <u>Clausura de sesión</u>
La sesión se clausuró a las 5:53 p.m.

o

MEMORANDUM

To: Budget and Finance Committee of the Policy Council

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

Date: October 18, 2022

Subject: *Head Start*
Budget to Actual Report for the period ended September 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 Head Start Budget to Actual Report for the period of March 1, 2022, through September 31, 2022. Seven months (58.3%) of the 12-month budget period have elapsed.

Base Funds

Overall expenditures are at 48% of the budget.

Training & Technical Assistance Funds

Overall expenditures are at 38% of the budget.

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

Non-Federal share is at 45% 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 - September 30, 2022
Month 7 of 12 (58.3%)

Prepared 9/12/2022

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	9,267,039	4,277,900	4,989,139	46%	54%
FRINGE BENEFITS	3,776,726	1,416,329	2,360,397	38%	62%
TRAVEL	-	-	-		
EQUIPMENT	55,000	-	55,000	0%	100%
SUPPLIES	890,498	372,610	517,888	42%	58%
CONTRACTUAL	165,175	163,366	1,809	99%	1%
CONSTRUCTION	-	-	-		
OTHER	2,724,977	1,951,503	773,474	72%	28%
INDIRECT	1,630,902	701,507	929,395	43%	57%
TOTAL BASE FUNDING	**18,510,317**	**8,883,215**	**9,627,102**	**48%**	**52%**

TRAINING & TECHNICAL ASSISTANCE

TRAVEL	44,192	40,405	3,787	91%	9%
SUPPLIES	30,013	10,592	19,421	35%	65%
CONTRACTUAL	26,080	1,163	24,917	4%	96%
OTHER	212,393	70,316	142,077	33%	67%
INDIRECT	31,268	9,836	21,432	31%	69%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**343,946**	**132,312**	**211,634**	**38%**	**62%**

CARRYOVER

SUPPLIES	923,529	923,529	-	100%	0%
CONTRACTUAL	-		-		
CONSTRUCTION	666,925	666,925	(0)	100%	0%
OTHER - CARES	91,015	-	91,015	0%	100%
INDIRECT	-	9,733	(9,733)		
TOTAL CARRYOVER	**1,681,469**	**1,600,187**	**81,282**	**95%**	

GRAND TOTAL HS FEDERAL FUNDS	**20,535,732**	**10,615,715**	**9,920,017**	**52%**	**48%**

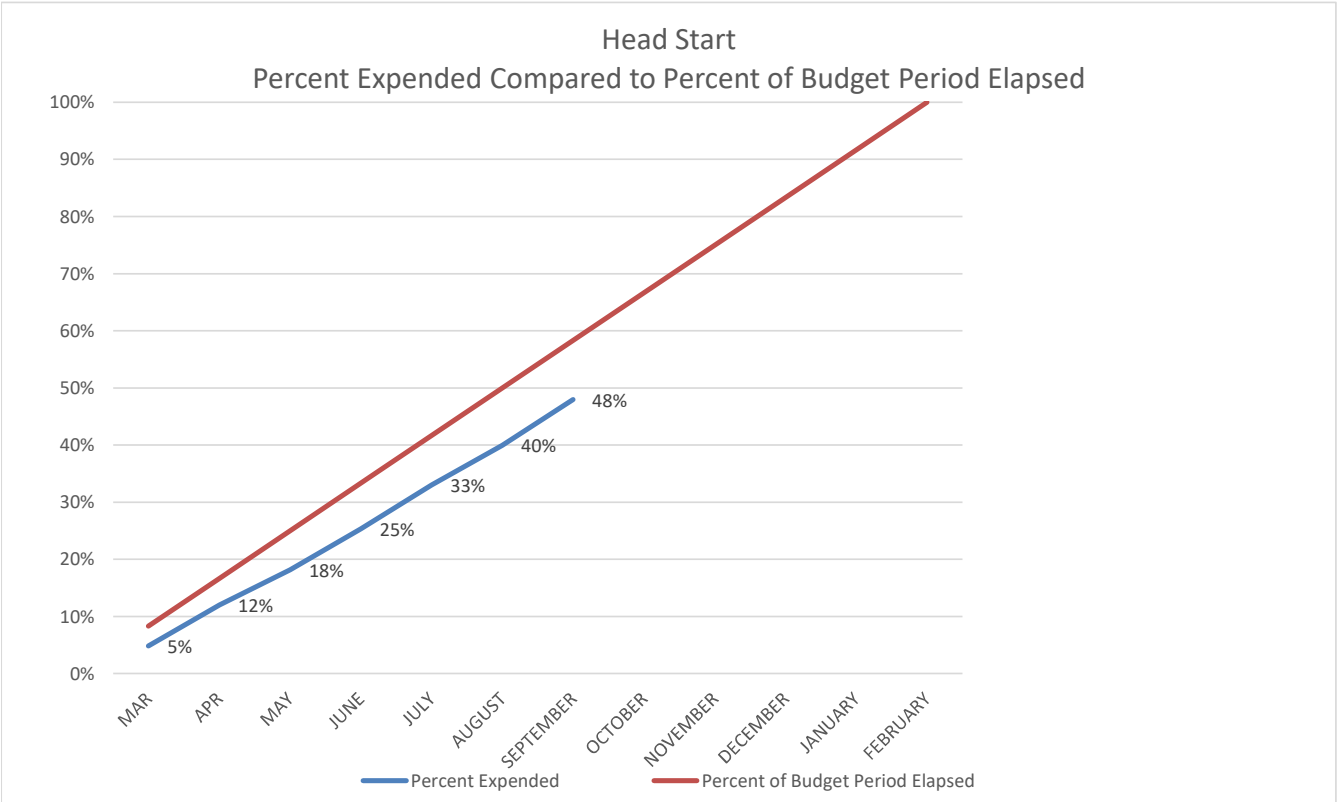
HEAD START and EARLY HEAD START COMBINED NON-FEDERAL SHARE

SOURCE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	2,340,055	1,151,600	1,188,455	49%	51%
CALIF DEPT OF ED	7,988,651	3,487,525	4,501,126	44%	56%
TOTAL NON-FEDERAL	**10,328,706**	**4,639,126**	**5,689,580**	**45%**	**55%**

Budget reflects Notice of Award #09CH011132-04-01
Actual expenditures include posted expenditures and estimated adjustments through 9/30/2022
Administrative Cost for HS and EHS Combined **5.2%**

Agency-Wide Credit Card Report

	CURRENT	1 TO 30	31 TO 60	61 TO 90	TOTAL	STATEMENT DATE
Wells Fargo	36,013	-	-	-	**36,013**	10/2/2022
Lowe's	506		-	-	**506**	10/1/2022
Smart & Final	301	45	28	-	**374**	10/2/2022
Save Mart	498				**498**	10/10/2022
Chevron & Texaco Business Card	9,106	-	-	-	**9,106**	10/6/2022
Home Depot	6,567	-	-	-	**6,567**	10/5/2022
	52,991	**45**	**28**	**-**	**53,064**	


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%
48%
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 the Policy Council

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

Date: October 18, 2022

Subject: *Early Head Start*
Budget to Actual Report for the period ended September 30, 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 September 30, 2022. Seven months (58.3%) of the 12-month budget period has elapsed.

Base Funds

Overall expenditures are at 51% of the budget.

Training & Technical Assistance Funds

Overall expenditures are at 42% 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 - September 30, 2022
Month 7 of 12 (58.3%)

Prepared 9/12/2022

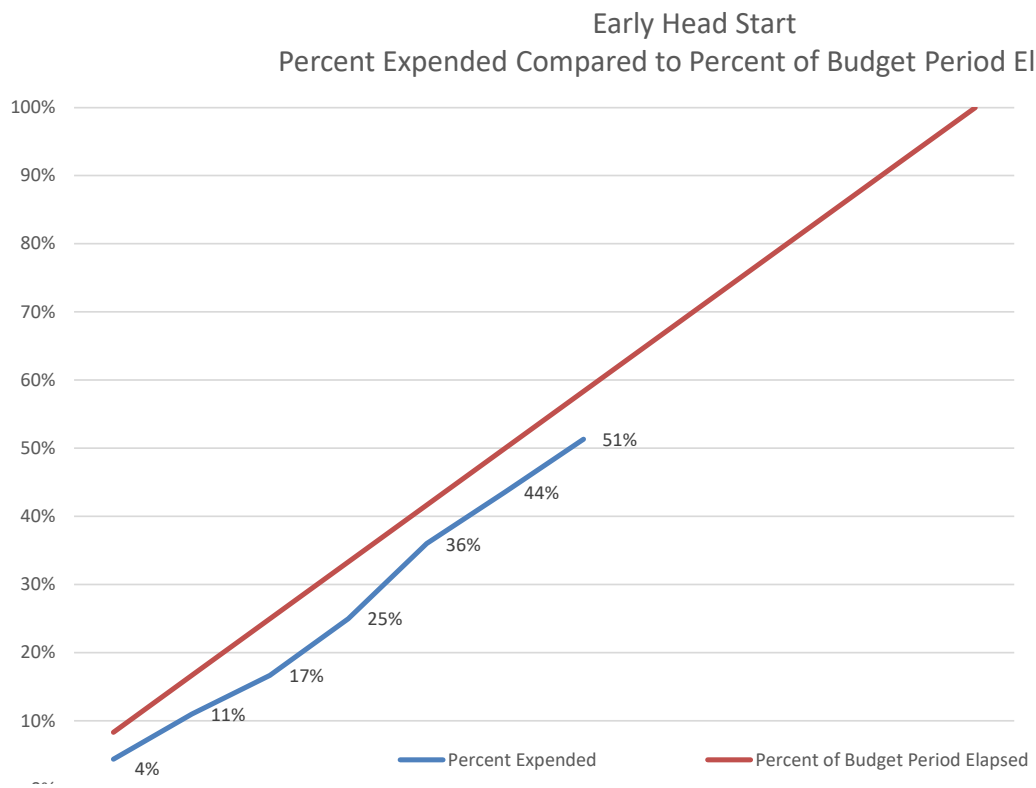
BASE FUNDS	**BUDGET**	**ACTUAL**	**REMAINING**	**% SPENT**	**% REMAINING**
PERSONNEL	9,701,422	4,509,818	5,191,604	46%	54%
FRINGE BENEFITS	2,363,974	1,296,992	1,066,982	55%	45%
TRAVEL	-	-	-		
EQUIPMENT	45,000	-	45,000	0%	100%
SUPPLIES	916,242	406,716	509,526	44%	56%
CONTRACTUAL	1,025,838	364,179	661,659	36%	64%
CONSTRUCTION	-	-	-		
OTHER	1,527,720	1,488,092	39,628	97%	3%
INDIRECT	1,512,778	705,416	807,362	47%	53%
TOTAL BASE FUNDING	**17,092,974**	**8,771,213**	**8,321,761**	**51%**	**49%**

TRAINING & TECHNICAL ASSISTANCE					
TRAVEL	44,192	35,651	8,541	81%	19%
SUPPLIES	30,013	6,600	23,413	22%	78%
CONTRACTUAL	26,080	13,448	12,632	52%	48%
OTHER	212,393	72,368	140,025	34%	66%
INDIRECT	31,268	12,472	18,796	40%	60%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**343,946**	**140,539**	**203,407**	**41%**	**59%**

CARRYOVER					
SUPPLIES	-	-	-		
CONTRACTUAL	-	-	-		
CONSTRUCTION	1,601,144	1,592,189	8,955	99%	1%
OTHER	24,512	16,090	8,422	66%	34%
INDIRECT	-				
TOTAL CARRYOVER	**1,625,656**	**1,608,279**	**17,377**	**99%**	

GRAND TOTAL EHS FEDERAL FUNDS	**19,062,576**	**10,520,031**	**8,542,545**	**55%**	**45%**

Budget reflects Notice of Award #09CH011132-04-01
Actual expenditures include posted expenditures and estimated adjustments through 9/30/2022


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%
51%
Percent Expended
Percent of Budget Period Elapsed

MEMORANDUM

To: Budget and Finance Committee of the Policy Council

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

Date: October 18, 2022

Subject: *Early Head Start – San Joaquin (No Cost Extension)*
Budget to Actual Report for the period ended September 30, 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. Twenty months (80%) 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 22% 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 - September 30, 2022
Month 19 of 25 (80%)

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)		
EQUIPMENT	45,000	31,190	13,810	69%	31%
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	97,793	283,449	26%	74%
INDIRECT	41,905	9,756	32,149	23%	77%
TOTAL	**481,986**	**107,549**	**374,437**	**22%**	**78%**

COVID CARES - Carried over from 2020-21					
PERSONNEL		19,203	(19,203)		
FRINGE BENEFITS		3,331	(3,331)		
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**	**6,057,067**	**668,409**	**90%**	**10%**

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 9/30/2022

MEMORANDUM

To: Budget and Finance Committee of the Policy Council

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

Date: October 18, 2022

Subject: *Early Head Start Child Care Partnerships (No Cost Extension)*
Budget to Actual Report for the period ended September 30, 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 September 30, 2022. Nineteen months (79%) 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 71% of the budget.

Training & Technical Assistance Funds

Overall expenditures are at 39% of the budget.

Carryover Funds

Overall expenditures are at 109% of the budget.

COVID Cares Funds

Overall expenditures are at 32% 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 - September 30, 2022
Month 19 of 24 (79%)

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	0	5,294	0%	100%
SUPPLIES	16,391	6,962	9,429	42%	58%
CONTRACTUAL		3,346	(3,346)		
OTHER	29,393	9,487	19,906	32%	68%
INDIRECT	5,107	1,904	3,203	37%	63%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**56,185**	**21,700**	**34,485**	**39%**	**61%**

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					
FRINGE BENEFITS					
SUPPLIES	77,735	0	77,735	0%	100%
OTHER	24,361	35,000	(10,639)	144%	-44%
INDIRECT	10,206	400	9,806	4%	96%
TOTAL COVID	**112,302**	**35,400**	**76,902**	**32%**	**68%**

GRAND TOTAL EHS FEDERAL FUNDS	**5,103,269**	**4,517,072**	**586,197**	**89%**	**11%**

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 09/30/2022

MEMORANDUM

To: Budget and Finance Committee of the Policy Council

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

Date: October 18, 2022

Subject: *American Rescue Plan Funding*
Budget to Actual Report for the period ended September 30, 2022 – **Info Item**

The following are highlights of the American Rescue Plan Budget to Actual Report for the period of April 1, 2021, through September 30, 2022, eighteen months (75%) 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 60% of the budget. These funds are being utilized to support the retention incentive for staff and Construction.

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 - September 30, 2022

Month 17 of 24 (75%)

Prepared 09/12/2022

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

American Rescue Plan Act

PERSONNEL	763,438	489,000	274,438	64%	36%
FRINGE BENEFITS	251,934	37,409	214,525	15%	85%
TRAVEL					
SUPPLIES	553,540	202,540	351,000	37%	63%
CONTRACTUAL					
OTHER	830,310	830,310	0	100%	0%
INDIRECT	266,580	52,641	213,939	20%	80%
TOTAL	**2,665,802**	**1,611,900**	**1,053,902**	**60%**	**40%**

GRAND TOTAL ARP FEDERAL FUNDS	**3,336,361**	**2,282,459**	**1,053,902**	**68%**	**32%**

Centralized Administrative Cost	5.0%
Program Administrative Cost	0.0%
Total Administrative Cost	**5.0%**

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

Actual expenditures include posted expenditures and estimated adjustments through 09/30/2022

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
October 18, 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%

18 de Octubre 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	$ 1,587.00	$ 7,998.00	50%	17%
SEPTEMBER 2022	$ 7,998.00	$ 793.50	$ 2,380.50	$ 7,204.50	58%	25%
OCTOBER 2022	$ 7,204.50	$ -	$ 2,380.50	$ 7,204.50	67%	25%
NOVEMBER 2022	$ 7,204.50	$ -	$ 2,380.50	$ 7,204.50	75%	25%
DECEMBER 2022	$ 7,204.50	$ -	$ 2,380.50	$ 7,204.50	83%	25%
JANUARY 2023	$ 7,204.50	$ -	$ 2,380.50	$ 7,204.50	92%	25%
FEBRUARY 2023	$ 7,204.50	$ -	$ 2,380.50	$ 7,204.50	100%	25%

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	$ 713.00	$ 4,342.00	50%	14%
SEPTEMBER 2022	$ 4,342.00	$ 356.50	$ 1,069.50	$ 3,985.50	58%	21%
OCTOBER 2022	$ 3,985.50	$ -	$ 1,069.50	$ 3,985.50	67%	21%
NOVEMBER 2022	$ 3,985.50	$ -	$ 1,069.50	$ 3,985.50	75%	21%
DECEMBER 2022	$ 3,985.50	$ -	$ 1,069.50	$ 3,985.50	83%	21%
JANUARY 2023	$ 3,985.50	$ -	$ 1,069.50	$ 3,985.50	92%	21%
FEBRUARY 2023	$ 3,985.50	$ -	$ 1,069.50	$ 3,985.50	100%	21%

October 18, 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 TRANSCUR RIDO	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	$ 1,587.00	$ 7,998.00	25%	17%
SEPTIEMBRE DEL 2022	$ 7,998.00	$ 793.50	$ 2,380.50	$ 7,204.50	38%	25%
OCTUBRE DEL 2022	$ 7,204.50	$ -	$ 2,380.50	$ 7,204.50	50%	25%
NOVIEMBRE DEL 2022	$ 7,204.50	$ -	$ 2,380.50	$ 7,204.50	63%	25%
DICIEMBRE DEL 202	$ 7,204.50	$ -	$ 2,380.50	$ 7,204.50	75%	25%
ENERO DEL 2023	$ 7,204.50	$ -	$ 2,380.50	$ 7,204.50	88%	25%
FEBRERO DEL 2023	$ 7,204.50	$ -	$ 2,380.50	$ 7,204.50	100%	25%

KERN EARLY HEAD START

MES	BALANCE INICIAL	LO QUE SE GASTO ESTE MES	LO QUE SE HA GASTADO HASTA ESTE ANO	SALDO RESTANTE	PORCEN-TAJE DEL ANO TRANSCUR RIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
MARZO DEL 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	$ 713.00	$ 4,342.00	25%	14%
SEPTIEMBRE DEL 2022	$ 4,342.00	$ 356.50	$ 1,069.50	$ 3,985.50	38%	21%
OCTUBRE DEL 2022	$ 3,985.50	$ -	$ 1,069.50	$ 3,985.50	50%	21%
NOVIEMBRE DEL 2022	$ 3,985.50	$ -	$ 1,069.50	$ 3,985.50	63%	21%
DICIEMBRE DEL 202	$ 3,985.50	$ -	$ 1,069.50	$ 3,985.50	75%	21%
ENERO DEL 2023	$ 3,985.50	$ -	$ 1,069.50	$ 3,985.50	88%	21%
FEBRERO DEL 2023	$ 3,985.50	$ -	$ 1,069.50	$ 3,985.50	100%	21%

18 de Octubre de 2022

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

PREPARED BY LIZABETH LOPEZ

LOCATION	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL	YTD TOTAL
Alberta Dillard A						2,236.50	4,430.52	**6,667.02**	
Alberta Dillard B	6,023.23	6,929.81	6,460.34				2,741.42	**22,154.80**	
Alberta Dillard C								**0.00**	
Alberta Dillard D								**0.00**	
Alberta Dillard - Parent Mtg	68.18	64.87					259.67	**392.72**	
Alberta Dillard Other								**0.00**	**29,214.54**
Alicante A	6,585.23	6,331.00	5,281.63	5,452.84	1,496.46	2,196.18	4,400.14	**31,743.48**	
Alicante V-Virtual								**0.00**	
Alicante Parent Mtg	97.40	86.10		150.58	34.48		148.05	**516.61**	
Alicante Other								**0.00**	**32,260.09**
Angela Martinez A	2,301.57	3,465.69	6,510.81	3,043.75	1,082.89	452.91		**16,857.62**	
Angela Martinez B	1,822.75	1,626.19	2,127.41	1,238.34		322.98		**7,137.67**	
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**	**29,134.52**
Broadway A	2,579.35	1,735.09	1,670.79			572.13	793.81	**7,351.17**	
Broadway B	954.53	1,108.81	308.37			205.12	245.25	**2,822.08**	
Broadway V-Virtual								**0.00**	
Broadway - Parent Mtg	73.05	116.88					125.06	**314.99**	
Broadway Other								**0.00**	**10,488.24**
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					90.97	**245.64**	
California City Other								**0.00**	**31,886.23**
Cleo Foran A	3,707.64	1,480.48	2,212.35	1,866.77	1,509.51	220.71		**10,997.46**	
Cleo Foran EHS 1	1,587.62	1,557.23	990.17	487.00	503.17			**5,125.19**	
Cleo Foran V-Virtual								**0.00**	
Cleo Foran - Parent Mtg	38.96			38.96			146.10	**224.02**	
Cleo Foran Other								**0.00**	**16,346.67**
Delano A	3,839.52	4,187.03	3,400.43			948.09	1,703.92	**14,078.99**	
Delano B	4,369.76	2,200.26	1,886.06			1,956.38	1,641.19	**12,053.65**	
Delano C	5,074.54	2,877.00	2,327.09			1,394.38	2,120.20	**13,793.21**	
Delano D	292.20	1,391.26	1,126.53			737.12		**3,547.11**	
Delano V-Virtual								**0.00**	
Delano - Parent Mtg	38.96	97.40					34.09	**170.45**	
Delano Other								**0.00**	**43,643.41**
East California A	3,468.62	4,699.94	7,351.76	2,793.82	1,065.37	1,801.32		**21,180.83**	
East California B	7,273.27	5,092.07	3,411.93	2,176.31	805.11	2,599.02		**21,357.71**	
East California EHS 1	603.69	584.40	503.17	1,062.63	746.67	1,103.73		**4,604.29**	
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		4.87	**194.80**	
East California Other								**0.00**	**54,748.21**
Fairfax A	2,453.12	2,029.42	1,606.13			529.07		**6,617.74**	
Fairfax B	2,121.76	2,225.78	1,404.31			554.79		**6,306.64**	
Fairfax V - Virtual								**0.00**	
Fairfax - Parent Mtg	136.36	214.28					129.93	**480.57**	
Fairfax Other								**0.00**	**13,404.95**
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	1,014.52	1,660.67		**13,762.06**	
Harvey L. Hall B	2,619.87	2,440.26	1,554.12	941.47	1,081.33	186.42		**8,823.47**	
Harvey L. Hall C								**0.00**	
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	1,055.42		**6,640.13**	

YEAR-TO-DATE IN-KIND REPORT DETAIL
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LOCATION	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL	YTD TOTAL
Harvey L. Hall EHS 2	1,584.69	1,509.70	2,029.42	1,499.96	1,152.82	1,581.00		**9,357.59**	
Harvey L. Hall EHS 3	539.80	788.94	352.20	48.70	314.99	402.65		**2,447.28**	
Harvey L. Hall EHS 4	2,041.12	1,709.56	2,030.79	1,449.70	1,333.80	906.60		**9,471.57**	
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		207.07	**900.17**	
Harvey L. Hall Foster Grandparent								**0.00**	
Harvey L. Hall Other								**0.00**	**66,854.39**
Heritage Park A	956.67	1,088.35	398.18			1,318.21		**3,761.41**	
Heritage Park B								**0.00**	
Heritage Park - Parent Mtg	253.24	409.08					95.45	**757.77**	
Heritage Park Other								**0.00**	**4,519.18**
Lamont A (AM)	3,535.62							**3,535.62**	
Lamont B (PM)								**0.00**	
Lamont - Parent Mtg	43.83	104.61					103.83	**252.27**	
Lamont Other								**0.00**	**3,787.89**
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		202.59	**794.01**	
Martha J. Morgan Other								**0.00**	**36,292.81**
McFarland A	14,671.58	13,770.80	6,653.56			2,152.73		**37,248.67**	
McFarland V-Virtual								**0.00**	
McFarland - Parent Mtg	83.76	68.18					45.39	**197.33**	
McFarland Other								**0.00**	**37,446.00**
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			2,157.41		**9,798.82**	
Oasis C	3,604.77	4,524.62	3,197.45			1,660.67		**12,987.51**	
Oasis E								**0.00**	
Oasis D								**0.00**	
Oasis - Parent Mtg	48.70						29.22	**77.92**	
Oasis Other								**0.00**	**22,864.25**
Pete H. Parra A	5,564.66	5,065.39	5,805.24	4,126.84	387.26	1,885.86		**22,835.25**	
Pete H. Parra B	2,397.61	2,520.71	3,016.67	2,659.02	855.37	908.94		**12,358.32**	
Pete H. Parra C	6,158.61	5,481.86	5,718.75	2,905.24	843.87	2,821.10		**23,929.43**	
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	2,554.60	2,553.83	3,179.91	2,350.46		**16,137.82**	
Pete H. Parra EHS 3	618.88	1,104.52	809.20	1,201.53	658.23	679.46		**5,071.82**	
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**	
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		52.60	**399.93**	
Pete H. Parra Foster Grand								**0.00**	
Pete H. Parra Misc								**0.00**	**108,307.88**
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**	

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LOCATION	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL	YTD TOTAL
Planz Other								**0.00**	**2,466.37**
Primeros Pasos A	3,963.40	2,797.72	4,470.47	3,999.64		2,012.30		**17,243.53**	
Primeros Pasos B	3,959.31	3,782.43	4,411.44	3,284.93	1,746.77	2,514.48		**19,699.36**	
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		1,098.67			**5,019.02**	
Primeros Pasos V- Virtual								**0.00**	
Primeros Pasos Parent Mtg	59.80	31.17		138.70	79.28		178.24	**487.19**	
Primeros Pasos Other								**0.00**	**48,820.62**
Rosamond A								**0.00**	
Rosamond B								**0.00**	
Rosamond C	5,397.71	4,384.75	923.74			309.15		**11,015.35**	
Rosamond D	2,309.35	2,414.74	494.60					**5,218.69**	
Rosamond V -Virtual								**0.00**	
Rosamond - Parent Mtg	5.84	19.48					43.83	**69.15**	
Rosamond Other								**0.00**	**16,303.19**
San Diego 1 (EHS)	771.41	740.24	215.25	1,093.61	1,857.23	891.41		**5,569.15**	
San Diego 2 (EHS)	861.80	798.68	1,351.92	779.20	868.42	352.20		**5,012.22**	
San Diego 3 (EHS)	594.14	866.86	704.40	363.69		590.83		**3,119.92**	
San Diego 4 (EHS)					94.09	1,207.38		**1,301.47**	
San Diego 5 (EHS)	1,558.21	1,157.50	1,496.46	1,290.55	1,762.56			**7,265.28**	
San Diego - Parent Mtg	178.63	160.71		198.31	210.97		168.89	**917.51**	
San Diego Other								**0.00**	**23,185.55**
Seibert A (AM)								0.00	
Seibert B (PM)								0.00	
Seibert V-Virtual								0.00	
Seibert - Parent Mtg	106.75	64.87					311.68	483.30	
Seibert Other								0.00	**483.30**
Shafter HS A	8,747.51	9,305.01	7,989.15	9,563.12	2,218.97	2,566.11		**40,389.87**	
Shafter HS V - Virtual								**0.00**	
Shafter HS - Parent Mtg	143.18	116.88		126.62	105.58		116.88	**609.14**	
Shafter HS Other								**0.00**	**40,999.01**
Shafter EHS 1	2,078.71	1,392.24	1,659.11	2,109.30	1,550.22	3,272.25		**12,061.83**	
Shafter EHS 2								**0.00**	
Shafter EHS 3	4,138.92	3,855.29	3,368.87	1,789.04	1,970.79	2,131.31		**17,254.22**	
Shafter EHS - Parent Mtg	75.00	50.06		48.70	19.48		44.80	**238.04**	
Shafter EHS Other								**0.00**	**29,554.09**
Sterling A	1,049.59	1,250.03	745.69	358.82	204.54	282.46		**3,891.13**	
Sterling B	2,200.86	2,369.36	2,554.42	2,011.51	920.24	418.82		**10,475.21**	
Sterling C	2,462.86	1,857.22	2,006.44	1,320.35	793.80	505.51		**8,946.18**	
Sterling EHS 1	900.95	1,218.86	1,235.23	998.35	1,688.33	1,534.05		**7,575.77**	
Sterling EHS 2						222.46		**222.46**	
Sterling EHS 3	430.31	29.22	336.03	350.64	296.48	201.23		**1,643.91**	
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	570.18	581.87	706.15	100.71		**3,467.06**	
Sterling EHS 6								**0.00**	
Sterling EHS 7								**0.00**	
Sterling EHS 8								**0.00**	
Sterling V-Virtual								**0.00**	
Sterling -Parent Mtg	77.92	194.80		77.92	97.40		80.45	**528.49**	
Sterling Other								**0.00**	**40,602.58**
Sunrise Villa A	2,814.67	2,245.66	1,353.28					**6,413.61**	
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**	**6,491.53**
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			144.54		**5,624.28**	
Taft D								**0.00**	

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Taft V-Virtual								**0.00**	
Taft Parent Meeting	99.93	68.18						**168.11**	
Taft Other								**0.00**	**9,850.68**
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					165.58	**745.11**	
Tehachapi Other								**0.00**	**4,321.44**
Vineland A	746.67	1,182.24						**1,928.91**	
Vineland V -Virtual								**0.00**	
Vineland - Parent Mtg	102.27	142.79					160.71	**405.77**	
Vineland Other								**0.00**	**2,334.68**
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					103.83	**184.87**	
Virginia V-Virtual									
Virginia Other								**0.00**	**19,157.02**
Wesley A	5,515.58	5,746.60	3,896.76			454.66		**15,613.60**	
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			1,713.07		**13,557.68**	
Wesley D	3,248.09	2,785.64	2,287.15			692.90		**9,013.78**	
Wesley V -Virtual								**0.00**	
Wesley - Parent Meeting	506.48	126.62					116.88	**749.98**	
Wesley Other								**0.00**	**48,457.64**
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	977.31					**7,134.55**	
Willow V-Virtual								**0.00**	
Willow - Parent Meeting	58.44	58.44					116.88	**233.76**	
Willow Other								**0.00**	**15,725.62**
HB Craig, H.								**0.00**	
HB Flores, A.								**0.00**	
HB Garcia, F.								**0.00**	
HB Hilton, M.	14.61	1,202.30	956.08	944.78	1,912.16	1,912.16		**6,942.09**	
HB Jimenez, A.							48.70	**48.70**	
HB Kohler L.	217.40				72.08		48.70	**338.18**	
HB Lopez, M.	170.45	595.70	545.44		150.97			**1,462.56**	
HB Lugo, L.	1,842.42	1,306.72	1,594.05	1,326.20	928.42	574.66		**7,572.47**	
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	1,948.00	2,012.68	493.43	48.70	**10,735.84**	
HB Vidaury E.	172.01							**172.01**	**33,260.00**
Administrative								**0.00**	
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		194.80		**534.04**	
Governance - PC	367.95	213.09	210.24	34.28				**825.56**	**1,831.20**
General Child Care (8130-120)	225,590.34	215,386.27	223,644.73	214,039.76	124,811.02	189,617.33		**1,193,089.45**	**1,193,089.45**
State Preschool (8135-120)	468,475.89	403,837.41	407,462.04	237,629.90	121,178.64	253,916.31		**1,892,500.19**	**1,892,500.19**
Migrant Child Care (8140-120)	8,158.97	10,869.88	12,275.03	10,345.36	4,911.53	6,401.14		**52,961.91**	**52,961.91**

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

PREPARED BY LIZABETH LOPEZ

LOCATION	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL	YTD TOTAL
MONTHLY TOTALS	**949,576.35**	**859,751.84**	**842,188.14**	**557,646.36**	**303,136.07**	**521,442.97**	**21,506.09**	**4,055,247.82**	
GL Total	**949,576.35**	859,751.84	842,188.14	557,646.36	303,136.07	521,442.97	21,506.09		
Difference	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**4,055,247.82**	**4,055,247.82**

LOCATION	MAR	APR	MAY	JUNE	JULY	AUGUST	SEPT	TOTAL	YTD TOTAL
California St. 1	2,665.45	1,899.30	1,509.51	1,314.90	1,331.26	1,509.51		**10,229.93**	
California St. 2	2,035.66	2,949.66	3,517.89	2,678.50	1,300.48	1,660.67		**14,142.86**	
California St. 3	2,494.81	1,569.70	1,808.14	1,266.20	1,980.34	798.68		**9,917.87**	
California St. Parent Mtg	19.48		4.87					**24.35**	
California St. Other								**0.00**	**34,315.01**
Chrisman 1	1,046.66	300.38	662.71	639.92	656.48	715.89		**4,022.04**	
Chrisman 2	2,617.92	3,136.87	3,242.64	2,474.16	2,677.72	2,879.35		**17,028.66**	
Chrisman 3	797.51	768.29	725.24	955.49	1,232.69	2,158.39		**6,637.61**	
Chrisman 4								**0.00**	
Chrisman Parent Mtg								**0.00**	
Chrisman Other								**0.00**	**27,688.31**
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	1,286.46		**10,561.07**	
Kennedy 2	2,059.42	1,971.38	1,196.46	968.16	1,626.39	2,318.52		**10,140.33**	
Kennedy Parent Mtg								**0.00**	
Kennedy Other								**0.00**	**20,701.40**
Lodi Home Base #1	1,496.07	877.38		746.87	1,835.60	944.58		**5,900.50**	
Lodi Home Base #2								**0.00**	
Lodi Home Base #3	2,334.09	3,137.25	3,091.67	1,543.99	1,123.03			**11,230.03**	
Lodi Home Base Parent Mtg	77.92	97.40	77.92	58.44				**311.68**	
Lodi Home Base Other								**0.00**	**17,442.21**
Lodi UCCC 1		534.14	1,239.12	146.10				**1,919.36**	
Lodi UCCC 2	538.82	735.37	770.83	1,642.75	2,162.09	1,420.48		**7,270.34**	
Lodi UCCC 3	899.19	771.40	477.65	671.67	438.49	168.89		**3,427.29**	
Lodi UCCC 4	1,392.63	532.39	1,223.93	1,006.53	3,653.68	2,590.46		**10,399.62**	
Lodi UCCC Parent Mtg	38.96	38.96	38.96	58.44				**175.32**	
Lodi UCCC Other								**0.00**	**23,191.93**
Manteca Home Base 1	2,146.11	3,879.05	2,197.93	2,955.31	3,304.80			**14,483.20**	
Manteca Home Base 2	721.74	1,035.16	1,250.62	806.28	827.51			**4,641.31**	
Manteca Home Base 3								**0.00**	
Manteca Home Base Parent Mtg			56.88					**56.88**	
Manteca Home Base Other								**0.00**	**19,181.39**
Marci Massei 1					681.80	503.17		**1,184.97**	
Marci Massei 2	1,394.38	1,766.83	1,706.06	1,598.92	2,283.45	1,710.74		**10,460.38**	
Marci Massei 3	892.77	1,110.94	1,006.34	1,065.75	255.37			**4,331.17**	
Marci Massei Parent Mtg	105.58	12.27	48.70					**166.55**	
Marci Massei Other								**0.00**	**16,143.07**
St. Mary's 1	526.93			243.50	402.46	503.17		**1,676.06**	
St. Mary's 2		146.10	149.41		159.15	149.41		**604.07**	
St. Mary's 3	396.03	1,237.96	503.17	223.05	920.43	853.81		**4,134.45**	
St. Mary's Parent Mtg	19.48		17.92					**37.40**	
St. Mary's Other								**0.00**	**6,451.98**
Stockton Home Base #1	3,619.97	3,126.93	2,242.54	681.80	1,844.17			**11,515.41**	
Stockton Home Base #2			285.77		110.45			**396.22**	
Stockton Home Base #3	2,113.39	1,850.60	1,912.16		199.67	982.38		**7,058.20**	
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	61.75			**2,332.73**	
Stockton Home Base #8								**0.00**	
Stockton HB Parent Mtg	58.44	77.92	84.35			97.40		**318.11**	
Stockton Home Base Other								**0.00**	**23,573.35**
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**

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

PREPARED BY LIZABETH LOPEZ

LOCATION	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL	YTD TOTAL
Walnut 1								**0.00**	
Walnut 2	564.92	852.25	606.41	878.55	795.37	462.07		**4,159.57**	
Walnut 3	4,053.40	4,162.10	3,516.14	4,214.11	4,246.26	3,512.64		**23,704.65**	
Walnut Parent Mtg	58.44		53.57					**112.01**	
Walnut Other								**0.00**	**27,976.23**
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	43,887.38		**348,973.92**	**348,973.92**
MONTHLY TOTAL	**115,510.07**	**117,395.53**	**113,783.05**	**94,882.12**	**67,321.06**	**71,114.05**	**-**	**580,005.88**	**231,031.96**
GL Total	115,510.07	117,395.53	113,783.05	94,882.12	67,321.06	71,114.05			
Difference	-	-	-	-	-	-	-	580,005.88	

Total Kern & SJC In-Kind	**4,635,253.70**
CCP In-Kind	**3,872.25**
Total In-kind	**4,639,125.95**

IN-KIND ACCRUAL REPORT DETAIL
2022-2023

LOCATION	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	TOTAL
Angela Martinez 1		490.12	327.85				**817.97**
Angela Martinez 2	974.98	415.51	469.08				**1,859.57**
Angela Martinez 3	224.41	79.28	239.41				**543.10**
Angela Martinez - Parent Meeting							
Kern Community College District							**0.00**
Bakersfield College Butterflies A							**0.00**
Bakersfield College Butterflies B							**0.00**
Bakersfield College Dragonflies A	64.87						**64.87**
Bakersfield College Dragonflies B	119.22						**119.22**
Bakersfield College Parent Meeting	428.56						**428.56**
Kern County Superintendent of Schools							**0.00**
Blanton 1							**0.00**
Blanton 2							**0.00**
Blanton 3							**0.00**
Blanton Parent Meeting	38.96						**38.96**
Garden Pathways 1							**0.00**
Garden Pathways 2							**0.00**
Garden Pathways Parent Meeting							**0.00**
Jewett 1							**0.00**
Jewett 2							**0.00**
Jewett 3							**0.00**
Taft College 1							**0.00**
Taft College 2							**0.00**
Taft College 3							**0.00**
Taft College 4							**0.00**
Taft College 5							**0.00**
Taft College 6							**0.00**
Taft College Parent Meeting							**0.00**
Escuelita Hernandez 1							**0.00**
Escuelita Hernandez 2							**0.00**
Escuelita Hernandez Parent Meeting							**0.00**
TBD							**0.00**
Program Services							**0.00**
Admin Services							**0.00**
TOTAL	**1,851.00**	**984.91**	**1,036.34**	**0.00**	**0.00**	**0.00**	**3,872.25**
GL	**1,851.00**	**984.91**	**1,036.34**				
Difference	-	-	-	-	-	-	3,872.25

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Head Start/State Child Development/Yolanda Gonzales	**Month/Year:** September 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% 101—130% Up to 35%
Head Start • 8 Classrooms Fully Closed	**1317** 155	**733**	**56%**	**3%**	**3%** **6%**
Early Head Start • 18 Classrooms Fully Closed/ 9 Classrooms Partially Closured	**908** 172	**595**	**66%**	**8%**	**6%** **5%**

Home Visiting Program	Cumulative Enrollment	Contract Enrollment Target
	159	**240**

Division Staffing = 701			
Currently Employed	Vacant Positions	Continuous Family Leave	Intermittent Family Leave
593	108	29	59

HIGHLIGHTS: Two staff were onboarded, two staff were promoted, and there were four days of interviews for seven open requisitions. There were also 8 resignations.

Program Update & Compliance

Kern:

- The Full Day/Part Year and Full Day/Full Year centers were closed one day (separate days for each cohort) for staff development.
- 9/15 Canvassed the area surrounding Taft Head Start Center
- 9/17 CAPK Vaccine Equity Project Resource Fair
- 9/17 Kern County Cancer Foundation Cancer Walk
- 9/22 Canvassed the area surrounding Alberta Dillard Center
- 9/29 Canvased the area surrounding Delano Center

Partnership:

- On September 12, 2022, Bakersfield College center passed their licensing inspection of the new classroom. Applications are now being accepted for the 18-to-24-month age group and the classroom is expected to open soon.

- During the month of September, our Partnership Family Advocates have participated in the CAPK Vaccine Equity resource fair held at Rexland Acres Park, and also the Wendale Davis Foundation Walk for Peace event. They were joined by Home Base and Home Visiting Program staff.
- On Saturday, October 8, 2022, Garden Pathways Downtown Education Center, in collaboration with CAPK, will host a one-stop shop resource fair from 10:00 a.m. to 2:00 p.m. There will be over 20 community partners present to provide resources, food and drinks will be available, and there will be a raffle. All families and community members are invited to attend.

SJC:

- **Professional Development**: During the month of September – San Joaquin Administrative team, Site Supervisors, Early Childhood Educators (formerly HBEs), and Family Service Workers participated in 16 hours of professional development on Brain Fit for work and Life – with Dolores Neira, Licensed Brain Health Trainer. After receiving training, participates engaged in hands on presentations around activities on Brain Health.
- **Family Engagement**: During the month of September three virtual Ready Rosie Parent Workshops – were offered to families on the topic: Relationships Matter.
- We received our annual donation from Van Groningen and Sons Inc. a local farm in San Joaquin County for a donation of pumpkins for each child. The donation totaled in the amount of $358.00. All families will receive a Family Engagement activity – Thankful Pumpkins and materials to decorate pumpkins.
- **Education**: Teaching staff received professional development on Curriculum Fidelity Training on September 14th and 21st.
- **Health/Nutrition**: During the month of September 6th two Dental Clinics were held for families on site at centers: Lodi UCCC, and Chrisman. Teaching staff received professional development on COVID-19 and Toothbrushing on September 14th and 21st.
- **Enrollment & Attendance**: Early Childhood Educators and Family Service Workers participated in local recruitment activities in the community for the month of September included: Breastfeeding Fiesta Celebration – September 9th, and the Human Services Agency – September 14th.
- **Wellness**: During September El Concilio provided Spanish parent workshop on the topic - Attachment.
- **Facilities**: Contractor has begun fencing work at Barnett House.

Compliance:

- The special purpose audit for the year ended June 30, 2022, is almost concluding. For the Head Start and State Child Development division, the audit has focused on the California Department of Education and California Department of Social Services component. The program has been providing documentation and addressing questions from the auditors. Historically, the audit report is finalized in November.

Central Kitchen September 2022				
Meals & Snacks	**Total # Prepared**	**Breakfast**	**Lunch**	**Snack**
Center Totals	**52,678**	20,238	16,109	16,331

HIGHLIGHTS: The Central Kitchen has received the equipment for Pete Parra HS/EHS new kitchen. The Central Kitchen experienced staffing issues with two drivers and food production supervisor out; however, all meals were delivered as scheduled.

CACFP						
August 2022						
Total Meals Delivered			**Meals Allocated**		**# of Meals Served**	**% of Meals Served**
Central Kitchen	Vendor Meals	Total Meals	CACFP/USDA	HS/EHS		
49,303	10,005	59,308	29,624	29,684	36,397	59%

ACF Administration for Children and Families	U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES	
	1. Log No. ACF-IM-HS-22-07	2. Issuance Date: 09/27/2022
	3. Originating Office: Office of Head Start	
	4. Key Words: Child Incidents; Reporting; Health and Safety	

INFORMATION MEMORANDUM

TO: All Head Start Agencies and Delegate Agencies

SUBJECT: Reporting Child Health and Safety Incidents

INFORMATION:
The Head Start Program Performance Standards (HSPPS) at 45 CFR §1302.102(d)(1)(ii) require programs to "submit reports, as appropriate, to the responsible U.S. Department of Health and Human Services (HHS) official immediately or as soon as practicable, related to any significant incidents affecting the health and safety of program participants." This includes any incident regarding staff or volunteer compliance with laws addressing child abuse and neglect.

This Information Memorandum (IM) clarifies reporting requirements of 45 CFR §1302.102(d)(1)(ii), including the responsible HHS official to whom programs must report and the reporting timeframe. It also outlines the consequences for failure to report during the given timeframe, explains the obligation to report child incidents in blended classrooms, and offers examples of incident types that must be reported. This IM applies to all Office of Head Start (OHS) programs, including Head Start, Early Head Start, Migrant and Seasonal Head Start, and American Indian and Alaska Native Head Start programs.

"Responsible HHS Official" to Whom Programs Send Reports

For reporting significant incidents regarding the health and safety of children in Head Start programs, the responsible HHS official is the program specialist assigned to your grant or the regional program manager. This is in addition to reporting to local, state, or tribal entities as required by applicable laws.

Reporting Timeframe

HSPPS 45 CFR §1302.102(d)(1)(ii) requires programs to submit reports, as appropriate, to the responsible HHS official immediately or as soon as practicable. OHS interprets "immediately or as soon as practicable" to mean without delay, but no later than seven calendar days following an incident. Head Start programs should not wait for adjudication through local or state officials. Incidents must be reported to OHS staff within seven days of the incident, regardless of investigations by relevant local, state, tribal, or federal law enforcement.

Consequences for Failure to Report Incidents "Immediately or as Soon as Practicable"

To make sure programs report significant incidents to their assigned program specialist or regional program manager, OHS reviews publicly available information and reports from the grant period to identify any child health and safety incidents. If OHS discovers a program failed to report a significant incident within seven calendar days from the time of the incident, the program will receive a monitoring finding, which may include a deficiency determination.

It is important to report all incidents involving Head Start staff that affect the health and safety of young children in early childhood settings, including those not funded by Head Start dollars. These actions have broader implications for all children served in the program. For this reason, the requirement to report applies to incidents involving Head Start staff, contractors, and volunteers in all settings, including blended classrooms.

Types of Reportable Incidents

A program must report all significant incidents affecting the health and safety of children. OHS considers a "significant incident" to be any incident that results in serious injury or harm to a child, violates Head Start standards of conduct at 45 CFR §1302.90(c), or results in a child being left alone, unsupervised, or released to an unauthorized adult.

It is not possible to provide an exhaustive list of incidents that threaten children's health and safety. However, OHS is providing a thorough list of the types of incidents that should be reported. Some examples of significant incidents include, but are not limited to:

- **Child injuries that require either hospitalization or emergency room medical treatment**, such as a broken bone; a severe sprain; chipped or cracked teeth; head trauma; deep cuts; contusions or lacerations; or animal bites.

- **Inappropriate discipline**, which is any type of conduct used to instill fear or humiliate rather than to educate a child, such as poking or pinching a child; making fun of or laughing about a child; using/withholding food or an activity as a punishment or reward; or isolating a child.

- **Potential child abuse and maltreatment**, such as grabbing, shoving, shaking, swatting, or dragging a child; spanking or any other type of corporal or physical punishment; binding, tying, or taping a child; terrorizing a child with threats or menacing acts; or any form of sexual contact.

- **Lack of supervision** while in the care or under the supervision of program staff, which includes leaving a child alone anywhere on the grounds of a Head Start facility (e.g., in a classroom, bathroom, on a playground), as well as outside the facility in a parking lot, on a nearby street, or on a bus or another program-approved transportation or excursion.

- **Unauthorized release** where a child is released from a Head Start facility, bus, or other

approved program transportation to a person without the permission or authorization of a parent or legal guardian and whose identity had not been verified by photo identification.

Next Steps

OHS places the utmost priority on child health and safety. Research shows the impact of child abuse and child maltreatment is associated with adverse health and mental health outcomes in children and families, and those negative effects can last a lifetime. Preventing significant incidents that affect children's health and safety in Head Start programs is everyone's responsibility. We encourage program staff to complete the iLookOut training, a free online professional development course focused on protecting child safety and preventing and identifying child abuse.

OHS is committed to continuous quality improvement and will continue to provide support and guidance in preventing incidents that jeopardize children's safety. If you have any questions regarding this IM, please contact your Regional Office.

By working together to swiftly identify, report, and correct health and safety incidents, we can better support child health and well-being in Head Start programs. Thank you for your work on behalf of children and families.

/ Katie Hamm /

Katie Hamm
Acting Director
Office of Head Start

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

03192021

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

03192021

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.

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

HeadStart
A Program of CAPK

Children's Mobile Immunization Program

Adventist Health

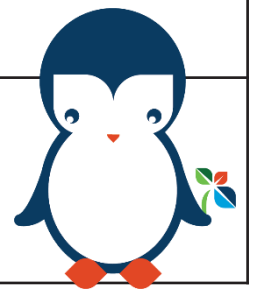
FIRST 5 KERN
Sponsored by First 5 Kern. Paid for by Proposition 10.

Lead Screening Supported by health net

November 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 Family Resource Center 6048 Lake Isabella Blvd., **Lake Isabella** 10:00 am—11:30 am 12:00 pm—2:00 pm	2 Albertson's 1520 Brundage Ln. (Parking Lot) 9:00 am—11:30 am 12:00 pm—2:00 pm	3	4	5
6 Healthful Harvest 341 Haven Dr. (Parking Lot) **ARVIN** 1:00 pm—3:00 pm 3:30 pm—5:00 pm	7 Food Maxx 4400 Ming Ave. (Parking Lot) 9:00 am—11:30 am 12:00 pm—2:00 pm	8	9 Kern County Dept. of Human Services 100 E. California Ave (Parking Lot) 9:00 am—11:30 am 12:00 pm—2:00 pm	10	11 OFFICE CLOSED	12
13	14 Greenfield Family Resource Center 5400 Monitor Street (Parking Lot) 9:00 am—11:30 am 12:00 pm—2:00 pm	15	16 Adventist Health Bakersfield 2800 Chester Ave. (Parking Lot) 1:00 pm—3:00 pm 3:30 pm—6:00 pm	17	18	19
20	21 Walmart Supercenter 5075 Gosford Rd. (Parking Lot) 9:00 am—11:30 am 12:00 pm—2:00 pm	22	23	24 OFFICE CLOSED	25 OFFICE CLOSED	26
27	28	29	30 New Life Church 4201 Stine Road (Parking Lot) 9:00 am—11:30 am 12:00 pm—2:00 pm			



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 AdventistHealthBakersfield.org/Immunizations

Children's Mobile Immunization Program

Adventist Health

FIRST 5 KERN
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Análisis de plomo avalado por health net

Noviembre 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 medi-ca
  2. Inscrito a Medi-Cal(Favor de traer la tarjeta de Medi-cal en cada visita)
  3. Indio Americano o Nativo de Alaska
- Ofrecemos prueba de Hemoglobina GRATIS para niños, mujeres emabrazadas/ postparto sin importar corbertura medica.
- La tarjetas de vacunas de su hijo(a) son requeridas.
- NO OFRECEMOS pruebas de tuberculosis o exámenes fisicos.
- Las clinicas podran ser canceladas por condi-ciones del clima. Porfa-vor llame antes de ir a la clinica móvil.
- Podemos parar de registrar 30 minutos antes de cerrar.

DOMINGO	LUNES	MARTES	MIERCOLES	JUEVES	VIERNES	SABADO
		1 Family Resource Center 6048 Lake Isabella Blvd., **Lake Isabella** 10:00 am—11:30 am 12:00 pm—2:00 pm	2 Albertson's 1520 Brundage Ln. (Estacionamiento) 9:00 am—11:30 am 12:00 pm—2:00 pm	3	4	5
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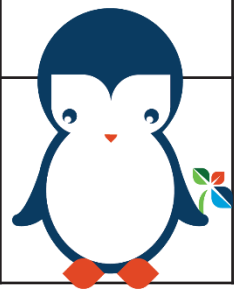

Favor de llamar al 661-869-6740 antes de acudir a una de las clinicas para mas instrucciones

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

Para ver la programacion de clinicas visite la pagina AdventistHealthBakersfield.org/Immunizations

MEMORANDUM

To: Policy Council

From: Jerry Meade, Assistant Director ~ Program

Date: October 27, 2022

Subject: 2023-24 Head Start & Early Head Start Refunding Application – **Action Item**

On June 29, 2022, the Head Start Policy Council approved the submission of a budget revision and program option change which included a reduction of slots for the Head Start / Early Head Start (09CH011132) grant. Staff have been working with the Office of Head Start to support the approval of said program option change for the current year. A notice of award will be released once approved by the Office of Head Start.

As we approach the 2023-2023 program year, staff are preparing the annual refunding application to mirror the program option approved by the council in June 2022. This annual refunding application will be the fifth year of the five-year grant cycle supporting funding from March 1, 2023 to February 28, 2024. Included with the annual application will be an update on our program goals and a detailed budget.

Program goals are nearing completion. Significant accomplishments include streamlining management systems and data collection processes. The program's infrastructure has also developed within the last four years with the construction projects and acquisition of new facilities along with the renovation of existing facilities. The loss of Planz and Fairview in Kern as well as Walnut in San Joaquin in 2022, has led to new opportunities to support the communities we serve. School readiness continues to be a program strength as well. The 2022 Goals and Objectives Summary is included for shared information to the council.

Budgetary changes are identified in the attached budget detail. The most significant include an overall funding increase stemming from the 2022 Cost of Living Adjustment (COLA) and Quality improvement funding awarded earlier this year. Another significant impact includes the rising costs of Health Insurance in the Fringe Benefit category. Other noted changes are listed in the comment section of the detail.

Recommendation:
Staff recommends the Head Start Policy Council approves the submission of the Refunding Application for Head Start and Early Head Start Grant 09CH011132 for the funding year 2023-2024.

Attachment:
2022-2023 Program Goals and Objectives Update
Budget Detail

Head Start and Early Head Start 09CH011132
2022-2023 Program Goals and Objectives Update

Goal I **Consistency of Process/Systems:** To streamline program delivery and management systems to fully embrace technology and data collection processes.			
HS & EHS Kern Measurable Objectives/ Outcomes	**Objectives**	**Progress**	**Challenges**
	Objective A: Prior to June of 2020, evaluate each service area data collection process (Health, Education, Nutrition, Wellness, Disabilities, Family Engagement/Governance, Enrollment and Attendance, and Quality Assurance), identify gaps, and revise written procedures.	COMPLETE	N/A
	Objective B: Prior to June 2021, develop and pilot 1 to 2 data monitoring systems to effectively ensure quality data is provided from partners.	COMPLETE	HVP: unable to collect some data requested by county through Child Plus. Currently using another mechanism.
	Objective C: Prior to June 2022, evaluate efficiencies and staff workflow of data collection in each service area to streamline processes effectively. Make any needed revisions to procedures.	Program explored the opportunity to use a data system to collect and tabulate in-kind. CAPK is currently in development of a custom in-kind system to be rolled our in 2023.	N/A

Goal II
Program Infrastructure Establish standards of practice for facility development, mitigating risk, community collaborations and data driven responses to service delivery.

	Objectives	Progress	Challenges
HS & EHS Kern Measurable Objectives/Outcomes	**Objective A:** By May of 2020, standardize the utilization of Work Hub to improve facility monitoring for program infrastructure.	COMPLETE	N/A
	Objective B: By June 2020, the program will establish a consistent system of Emergency/ Disaster Preparedness for all centers, home based participants, and staff to increase knowledge through drills and assessments.	COMPLETE	N/A
	Objective C: By May of 2022, CAPK will utilize the Health and Safety screening tool to monitor facilities and support a risk management plan; efforts will promote consistency in quality to meet CAPK's standard of excellence.	The programs Head Start (HS), and Early Head Start (EHS) Kern implemented the Health and Safety Screening Tool. EHS San Joaquin County continues to utilize the screening tool; data is analyzed regularly. COMPLETE	
	Objective D: By May of 2022, with the use of internal monitoring, establish a culture of active	The program concluded the implementation of internal monitoring to ensure adherence to safety procedures.	N/A

	supervision within all centers and socialization sites to standardize regulations.	Facility department conducts site visits daily to respond to work orders and to monitor and repair/correct possible safety hazards. Monthly, Site Supervisors monitor the center's environment, input results into IMS, and conduct a meeting to review findings. Administration staff reviews results and assists in correcting findings. Administration staff and Content Area Specialist also monitor centers using the health and safety screening. Staff receive training on a continuous basis. All systems are in place and a culture of active supervision is evident at the centers. COMPLETE	
Goal III **Employee Competency and Behaviors:** Strategically align workforce development to build a proficient team with succession planning that promotes longevity.			
HS & EHS Kern Measurable Objectives/Outcomes	**Objectives**	**Progress**	**Challenges**
	Objective A: By July of 2021, program will provide opportunities for teaching staff to strengthen their skillset in the use of technology to engage and support parents in their child's learning.	The program has purchased many new forms of technology for teaching staff. During the last two school years, teachers began using ChildPlus Mobile, HATCH, and Creative Curriculum Cloud. CAPK has developed training videos on several different topics for staff to watch on their devices from any location. These links are easily accessible and provide teachers with knowledge on how to build and implement new skillsets, while increasing their utilization of technology. Ready Rosie platform: family engagement COMPLETE	N/A

	Objective B: By August 2021, become an active stakeholder in a community collaborative to partner within the community to grow an ECE workforce	CAPK collaborates with the early childhood council and SJCOE to maintain professional relationships with community agencies that promote the ECE workforce. Strategies have been identified to become a more prominent ECE stakeholder in the community. One strategy includes monitoring volunteer interns from Bakersfield College and assisting them with transitioning to permanent employment within Head Start. Furthermore, CAPK will present information on job openings during Policy Council meetings in hopes of recruiting Head Start parents. ECE Workforce: partnered with high school district (12 units in child dev.) / Bakersfield College (student-teaching lab work) to bolster skilled individuals that will eventually be hired Monthly Early Stars meetings: discussion of topics regarding TK, integration of forces to bolster 3- and 4-year-old ed. Collaborations to improve services for students with special needs Ongoing conversation about strategies to retain workforce COMPLETE	N/A
	Objective C: By May of 2022, develop plans of action to build a succession plan workforce within each community of the organization of qualified teachers.	CAPK continues to support staff in developing and implementing professional development plans. Director credential: Supporting staff in field, admin, leadership through trainings, involvement opportunities, & planning was completed through 4 Staff earning a Director's Ce In the Fall of 2021, a professional Development Series will be offered COMPLETE	N/A

Goal IV **School Readiness:** Increase families and staff capacity to support children's school readiness			
	Objectives	**Progress**	**Challenges**
HS & EHS Kern Measurable Objectives/Outcomes	**Objective A:** During every program term, CAPK will utilize Spring data to determine methods to provide children and families with age-appropriate learning activities across domains of language and literacy, cognition and general knowledge, approaches to learning, physical well-being & motor development and social and emotional development that will support their readiness for kindergarten.	The program uses spring data to develop School Readiness Goals that contain age-appropriate learning activities that can be done in the classroom and at home. The agency has also purchased HATCH, a play-based technology that engages and instructs children while providing data that will help teachers to monitor everyone's progress. The program utilizes ReadyRosie/ ReadyBaby, a research-based parenting curriculum that builds on parents' knowledge and provides the connection between the school and the home. COMPLETE/ONGOING	N/A
	Objective B: The program will partner with parents and provide them with the knowledge and skills to be engaged in their child's learning and lifelong success by meeting weekly to gather input for lesson plans and reviewing DRDP parent observations.	The program has provided parents with a Parent Observation form that helps parents to understand learning objectives and to support teachers in identifying developmental skills in their children. Teachers meet weekly with parents to discuss educational goals and the parent observation form. During this meeting, parents are asked for their input for their child's individual goals for the lesson plan. COMPLETE/ONGOING	N/A
	Objective C: By June of 2021, per the E Pyramid Cohort survey tool, 80% of	**EHS SJC** -A Monthly Smore Newsletter is sent to all families with the Back Series handouts. Back Series is shared in PowerPoint Presentations in Monthly VIP	N/A

	the families serviced will demonstrate knowledge of the pyramid model activities they can implement with their children at home.	Meetings. A survey is completed at the beginning and end of the program year to obtain data on family's implementation and knowledge of the Pyramid Model. Families received Social Emotional kits and attended a workshop on Social Emotional Literacy, provided by Lakeshore in English/Spanish. A survey was completed at the beginning and at the end of the program year to obtain data on family's knowledge of the Pyramid Model. 42% did not have knowledge of the Pyramid Model strategies and 56% had some knowledge. Based on end of year survey, 42% felt some-what comfortable with using Pyramid Model strategies and 44.3% felt very comfortable with Pyramid Model strategies. Surveys successful	
	Objective D: By May of 2021, the program will provide 2-4 monthly opportunities for teachers to share dual language educational activities and information with families.	ReadyRosie and Learning Genie, bilingual web-based programs, include activities, books, and videos to promote family engagement and collaborations with staff. Parents give their input on the lesson plans and home visits. Teachers send weekly dual-language newsletters that target education, wellness, health, nutrition, family engagement, and inclusion. COMPLETE/ONGOING	N/A
	Objective E: By June of 2021, per the E Pyramid Cohort survey tool, 80% of Teachers and Home-Based Educators will implement social emotional literacy in the classrooms and during Home Visits.	**EHS SJC** -Monthly Smore Newsletter is sent to all Staff with the Back Series handouts; exemplary videos on the Pyramid Model are included. A survey is completed at the beginning and at the end of the program year to obtain data on teaching staff's implementation and knowledge of the Pyramid Model.	N/A

		Teaching Staff received Social Emotional kits for the classroom and attended a workshop on Social Emotional Literacy, provided by Lakeshore in English/Spanish. Survey results at the beginning of the school year revealed that 53% of staff felt very comfortable in using emotional literacy in the classroom, 44% felt somewhat comfortable, and 3% did not feel comfortable using emotional literacy in the classroom. Based on end of year survey 71% of staff felt very comfortable in using emotional literacy in the classroom, 24% felt somewhat comfortable, and % did not feel comfortable using emotional literacy in the classroom. Socio-emotional workshop	
	Objective F: By June of 2021, per the E Pyramid Cohort Survey results, 90% of Teachers and Home Base Educators will have the knowledge and skills to implement the pyramid model strategies in their instruction.	**EHS SJC -**A survey was completed at the beginning and at the end of the program year to obtain data on teaching staff's implementation and knowledge of the Pyramid Model. 23% did not have knowledge of the Pyramid Model strategies and 77% had some knowledge. Based on the end of the year survey results, 90% of staff feel comfortable and 10% do not feel comfortable utilizing the Pyramid Model. 2 cohorts of staff in pyramid model training... ending May 2022	

HEAD START & EARLY HEAD START
CHILD AND ADULT CARE FOOD PROGRAM
CALIFORNIA DEPARTMENT OF EDUCATION
2023-2024 COMBINED BUDGET DETAIL

BUDGETED EXPENDITURES

Head Start/Early Head Start Program Operations, Training & Technical Assistance, Child & Adult Care Food Program, California Department of Education	2022-2023 Approved	2023-2024 Projected	VARIANCE increase (decrease)	Comments
PERSONNEL	**26,956,944**	**26,915,413**	**(41,531)**	Position Reduction
FRINGE BENEFITS	**8,001,794**	**9,021,607**	**1,019,813**	28% increase in Health Insurance costs
TRAVEL	**86,096**	**86,096**	**-**	
EQUIPMENT	**55,000**	**-**	**(55,000)**	No new equipment budgeted in this budget period
SUPPLIES				
Office Supplies	325,100	326,570	**1,470**	
Child and Family Services Supplies	1,227,268	1,084,331	**(142,937)**	Reduced previously budgeted classroom start-ups
Food Services Supplies	93,000	93,000	**-**	
Other Supplies (e.g. janitorial, training)	219,291	219,291	**-**	
TOTAL SUPPLIES	**1,864,659**	**1,723,192**	**(141,467)**	
CONTRACTUAL				
Administrative Services	51,450	51,450	**-**	
Training & Technical Assistance	48,880	48,880	**-**	
Other Contracts	1,085,343	1,063,963	**(21,380)**	Reduced Loss of Subsidy for Child Chare Partners
TOTAL CONTRACTUAL	**1,185,673**	**1,164,293**	**(21,380)**	
CONSTRUCTION				
Construction Projects	-	-	**-**	
TOTAL CONSTRUCTION	**-**	**-**	**-**	
OTHER				
Rent	843,016	956,730	**113,714**	Adjusted for new facilites
Mortgage	297,840	297,840	**-**	
Utilities, Telephone	971,287	970,675	**(612)**	
Building & Child Liability Insurance	120,550	119,200	**(1,350)**	
Building Maintenance/Repair	834,767	826,107	**(8,660)**	Adjustment to projeted repair and maintenance
Local Travel (children)	-	-	**-**	
Nutrition Services	1,547,165	1,417,800	**(129,365)**	Reduction to mirror historical data
Child Services Consultants	75,750	100,332	**24,582**	Increased cost for Consultant services
Volunteers	4,937	4,937	**-**	
Parent Services	16,490	16,305	**(185)**	
Publications/Advertising/Printing	78,750	58,750	**(20,000)**	Reduced Printing Needs stemming from paperless systems
Training or Staff Development	285,145	285,145	**-**	
Other	538,738	548,238	**9,500**	Return of in person meetings results in incidental costs
TOTAL OTHER	**5,614,435**	**5,602,059**	**(12,376)**	
INDIRECT	**4,250,550**	**4,325,740**	**75,190**	New Modified Direct Costs (No equipment budgeted)
BUDGETED EXPENDITURES	**48,015,151**	**48,838,400**	**823,249**	

REVENUES

STATE & FEDERAL REVENUES	2022-2023 BUDGET	2023-2024 BUDGET	VARIANCE increase (decrease)	Comments
Head Start/EHS Program Operations	35,008,308	35,947,237	938,929	COLA 2022
Head Start/EHS Training & Technical Assistance	521,532	521,532	-	
Estimated Child & Adult Care Food Program	2,306,410	2,301,525	(4,885)	CACFP Contract Adjustments for 2022-22
Estimated California Department of Education	10,178,901	10,068,106	(110,795)	CDE Contract Adjustments for 2022-23
TOTAL STATE & FEDERAL REVENUES	**48,015,151**	**48,838,400**	**823,249**	

SUMMARY - 2023-2024

TOTAL REVENUES	48,838,400
TOTAL BUDGETED EXPENDITURES	48,838,400
DIFFERENCE	**-**
ESTIMATED HS/EHS ADMINISTRATIVE COST RATE:	**13.10%**