Head Start &
State Child Development
Birth to age 5

capk
Community Action Partnership of Kern

Head Start/State Child Development Services

POLICY COUNCIL MEETING PACKET

July 27, 2017

POLICY COUNCIL
STANDING COMMITTEES
July 2017

EXECUTIVE COMMITTEE

Chairperson: Enrique Salazar (BOD Rep.)
Vice Chairperson: Lorena Fernandez
Secretary: Christina Bates
Treasurer: Gabriella McCutcheon
Parliamentarian: Savannah Scarpa

STANDING COMMITTEE MEMBERS

BYLAWS (2 Openings)
Chairperson: Savannah Scarpa

1. Jason Warren
2. Ramona Campos
3. Breyona Millard
4. Maria Martinez
5. Opening
6. Opening

PLANNING (2 Openings)
Chairperson: Lorena Fernandez

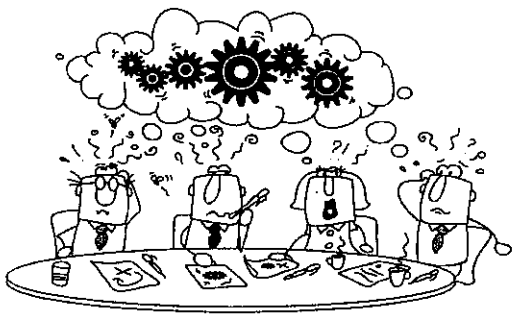
1. Ana Lester
2. Lindsay Harrison
3. Enrique Salazar
4. Lizeth Calvo
5. Opening
6. Opening

School Readiness (4 Openings)
Chairperson: Christina Bates

1. Jadine Gonzalez
2. Opening
3. Opening
4. Opening
5. Opening

FINANCE (2 Openings)
Chairperson- Gabriella McCutcheon

1. Christina Bates
2. Savannah Scarpa
3. Shevada Dove Williams
4. Jodie Sanchez
5. Opening
6. Opening



Policy Council Attendance '16-'17

Legend	
Attended	X
Did not attend meeting	ABS
Attending Another CAPK function	
Appealed Termination	
Membership Terminated	
Absent Due to Weather Conditions	
Resigned	
Special Call Meeting	SC
Not elected Rep at the time	

#	REGION 1 PC Member Name	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	June 2017	July 2017	Aug 2017	Sept 2017	Oct 2017
1	Enrique Salazar- East Cal	X		X	ABS	X	X	X	X				
2													
3													
4	Ana Luna- East Cal				X	X	ABS						
5	Lachelle Calvillo- Alberta Dillard	X		X	ABS	X	ABS	ABS	ABS				
6	Breyona Millard- Fairview						X	X	X				

#	REGION 2 PC Member Name	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	June 2017	July 2017	Aug 2017	Sept 2017	Oct 2017
1	Irma Sandoval- Martha Morgan	ABS		ABS	ABS								
2													
3	Maria Martinez- Virginia	X		ABS	X	X	ABS	ABS	X				
4	Marina Araujo- Pacific	ABS		X	X	ABS	ABS						
5	Christine Hernandez- MJM						ABS	ABS					

#	REGION 3 PC Member Name	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	June 2017	July 2017	Aug 2017	Sept 2017	Oct 2017
1	Christina Bates- Willow	X		X	X	X	X	X	ABS				
2	Gabriella McCutcheon- Willow	X		X	X	X	X	ABS	ABS				
3													
4													
5	Lizeth Calvo- McFarland	X		ABS	ABS	ABS	X	ABS	ABS				

#	Region 4 PC Member Name	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	June 2017	July 2017	Aug 2017	Sept 2017	Oct 2017
1	Savannah Scarpa- Tehachapi	X		X	X	X	ABS	X	X				
2	Lorena Fernandez- San Diego	X		X	X	X	X	X	X				
3	Jason Warren- Cleo Foran	X		X	X	X	X	X	X				
4	Shevada Dove Williams- Tehachapi	ABS		ABS	X	X	ABS	ABS	X				

#	Home Base PC Member Name	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2016	Apr 2017	May 2017	June 2017	July 2017	Aug 2017	Sept 2017	Oct 2017
1	Marion Gomez- Lisa Moreno	X		ABS	ABS								
2	Ramona Campos- T. Cordova	X		X	ABS	X	X	X	X				
3	Jodi Sanchez- L. Lugo						X	X	X				

	BC/Blanton EHS Partnership	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	June 2017	July 2017	Aug 2017	Sept 2017	Oct 2017
1	Jadine Gonzalez- B. College	ABS		X	X	ABS	ABS	X	ABS				

	San Joaquin EHS Partnership	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	June 2017	July 2017	Aug 2017	Sept 2017	Oct 2017
1	Erica Freehoffer			X	X	X	X	ABS	ABS				
2	Open												

	Community Rep Member	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	June 2017	July 2017	Aug 2017	Sept 2017	Oct 2017
1	Open (Past Parent)												
2	Ana Lester (Community)	X		X	X	X	X	ABS	X				
3	Lindsay Harrison (Community)				X	X	X	X	X				

	Board Member	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	June 2017	July 2017	Aug 2017	Sept 2017	Oct 2017
1	Yolanda Ochoa							X	X				

Policy Council Sub-Committee Attendance Sheet
2016-2017

By-Laws Policy Council Sub-Committee

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May.	Jun.	Jul.	Aug.	Sept.	Oct.
Savannah Scarpa (Chair)	X	ϕ	X	ϕ	ϕ	ϕ	ϕ	ϕ			
Jason Warren	X	ϕ	X	ϕ	ϕ	ϕ	ϕ	ϕ			
Ramona Campos	X	ϕ	ABS	ϕ	ϕ	ϕ	ϕ	ϕ			
Anton Faern	ABS	ϕ	ABS								
Lachelle Calvillo	X	ϕ	X	ϕ	ϕ	ϕ	ϕ				
Maria Martinez				ϕ	ϕ	ϕ	ϕ	ϕ			
Breyona Millard						ϕ	ϕ	ϕ			

Finance Policy Council Sub-Committee

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May.	Jun.	Jul.	Aug.	Sept.	Oct.
Gabriella McCutcheon (Chair)	ϕ	ϕ	ABS	ABS	X	ϕ	X	ϕ			
Christina Bates	ϕ	ϕ	X	X	X	ϕ	X	ϕ			
Savannah Scarpa	ϕ	ϕ	X	X	X	ϕ	ABS	ϕ			
Deanna Perea	ϕ	ϕ	ABS	ABS							
Shevada Williams	ϕ	ϕ		X	X	ϕ	X	ϕ			
Enrique Salazar					X	ϕ	X				
Jodi Sanchez						ϕ	X	ϕ			

School Readiness Policy Council Sub-Committee

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May.	Jun.	Jul.	Aug.	Sept.	Oct.
Christina Bates (Chair)	ϕ	ϕ	X	ϕ	ϕ	X	ϕ	ϕ			
Marina Araujo	ϕ	ϕ	X	ϕ	ϕ	ABS					
Erica Freehoffer	ϕ	ϕ	X	ϕ	ϕ	ABS	ϕ				
Ruben Castellanos	ϕ	ϕ	ABS	ϕ	ϕ						
Jadine Gonzalez	ϕ	ϕ	X	ϕ	ϕ	X	ϕ	ϕ			

Policy Council Sub-Committee Attendance Sheet
2016-2017

Planning Policy Council Sub-Committee

Member	Dec.	Jan.	Feb.	Mar.	Apr.	May.	Jun.	Jul.	Aug.	Sept.	Oct.
Lorena Fernandez (Chair)	ϕ	ϕ	X	X	X		X	ϕ			
Ana Lester	ϕ	ϕ	X	X	ABS	X	X	ϕ			
Ruben Castellanos	ϕ	ϕ	X	X	ABS						
Lindsay Harrison	ϕ	ϕ	X	ABS	X	X	ABS	ϕ			
Ana Luna	ϕ	ϕ	X	X	ABS	ABS					
Marion Gomez	ϕ	ϕ	ABS	ABS							
Enrique Salazar					X	X	X	ϕ			
Christine Hernandez						X					
Lizeth Calvo					X	X	ABS				

Legend	
Attended	X
Did not Attend	ABS
Attending another CAPK Function	
Member Resigned	
Member Terminated	
Did not Meet	ϕ
Not elected member at the time	

Head Start & State Child Development Birth to age 5

capk

Policy Council Agenda
July 27, 2017
5005 Business Park North, Suite 130
Bakersfield, CA 93309
5:30-7:00 p.m.
Meeting Locations:

5005 Business Park North Bakersfield, CA 93309	1145 N. Hunter St. Stockton, CA 95202

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

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

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

3. **Approval of Agenda** — Chairperson — ***ACTION**
   a. Date of Agenda: July 27, 2017

4. **Approval of Minutes** — Chairperson — ***ACTION**
   a. Date of Minutes: June 29, 2017

5. **Presentation of Guests /Public Forum**
   a. *The public wishing to address the full Policy Council may do so at this time. Policy Council members may respond briefly to statements made or questions posed. However, the PC will take no action other than that referring the item(s) to staff for study and analysis.* ***Speakers are limited to five minutes each****. If more than one person wishes to address the same topic, total group time for the topic will be 10 minutes. Please state your name before making your presentation. Thank you.*

6. **Standing Committee Reports** — (3 mins. each)

a. School Readiness Committee	Christina Bates	**No Report**
b. Planning Committee	Lorena Fernandez	**No Report**
c. Finance Committee	Gabriella McCutcheon	**No Report**
d. By-Laws Committee	Savannah Scarpa	**No Report**

7. **Presentations** — (15 mins.)
   a. Garden Pathways, Building Community from the Inside Out- Ryan Hernandez, Director of Operations and Troy Gomes, Mentoring Specialist

8. **New Business** — Chairperson — ***ACTION**
   a. Request to approve the Non Federal Share waiver for EHS Child Care Partnership- Jerry Meade, Program Design & Management Administrator
   b. Request to approve the Kern Head Start/Early Head Start Self Assessment- Sylvia Ortega, Monitoring Coordinator
   c. Request to approve the Early Head Start Child Care Partnership Self Assessment- Pam Pritchard, Assistant Director of Program

This is to certify that this agenda notice was posted in the lobby of the CAPK Administration Office at 5005 Business Park North, Bakersfield, CA and online at www.capk.org by 12:00pm, July 24, 2017 Janelle Gonzalez, Program Governance Coordinator.

Head Start & State Child Development Birth to age 5

capk

9. **Communications**
   a. Kern Head Start & Early Head Start Budget vs. Actual Expenditures, March 1, 2017 through June 30, 2017
   b. Kern Head Start & Early Head Start In-Kind Accrual Report, March 1, 2017 through June 30, 2017
   c. San Joaquin Early Head Start Budget vs. Actual Expenditures, February 1, 2017 through June 30, 2017
   d. Early Head Start Child Care Partnerships Budget vs. Actual Expenditures, September 1, 2016 through June 30, 2017
   e. Parent Local Travel & Child Care through June 30, 2017 (English/Spanish)
   f. Parent Activity Funds through June 30, 2017
   g. Parent Meals prepared by Central Kitchen through June 30, 2017
   h. Enrollment, Average Daily Attendance, and Child & Adult Care Food Program/Central Kitchen Report for HS/EHS Kern, EHS San Joaquin, and EHS Child Care Partnerships June 2017
   i. Policy Council School Readiness Committee Minutes dated 05.10.17 (English/Spanish)
   j. Policy Council Budget & Finance Committee Minutes dated 06.22.17 (English/Spanish)
   k. Policy Council Planning Committee Minutes dated 06.06.17 (English/Spanish)
   l. CAPK Winter/Spring 2017 Newsletter http://www.capk.org

10. **Program Governance Report/Training**	Janelle Gonzalez	**Verbal Report** (5 min.)
11. **Community Representative Report**	Ana Lester/Lindsay Harrison	**Verbal Report** (5 min.)
12. **Early Head Start Partnership Report**	Jadine Gonzalez	**No Report** (3 min.)
13. **Board of Directors Representative Report**	Yolanda Ochoa	**No Report** (3 min.)
14. **Director's Report (HS/State Child Development)**	Yolanda Gonzales	**Verbal Report** (5 min.)
15. **Policy Council Chairperson/Announcements**	Enrique Salazar	**Verbal Report** (3 min.)
16. **Adjournment**	Chairperson	

Next meeting is Thursday, August 31st at 5005 Business Park North Suite 130, Board Room
Light dinner at 5:00 p.m., meeting begins at 5:30 p.m.

This is to certify that this agenda notice was posted in the lobby of the CAPK Administration Office at 5005 Business Park North, Bakersfield, CA and online at www.capk.org by 12:00pm, July 24, 2017 Janelle Gonzalez, Program Governance Coordinator.

Head Start & State Child Development Birth to age 5

capk Community Action Partnership of Kern

Agenda del Consejo de Política
El 27 de julio de 2017
5005 Business Park North, Suite 130
Bakersfield, CA 93309
5:30 p.m. – 7:00 p.m.

Ubicaciones de la Reunión:

5005 Business Park North Bakersfield, CA 93309	1145 N. Hunter St. Stockton, CA 95202

1. **Llamado a la orden** — Presidente
   a. Momento de silencio, Proclamación de Lealtad
   b. Lectura de la Promesa de la Asociación Comunitaria

   "La asociación de acción cambia la vida de las personas, incorpora el espíritu de esperanza, mejora comunidades, y hace de América un mejor lugar donde Vivir. Nos preocupamos por la comunidad entera y estamos dedicados a ayudar a las personas a que se ayuden a sí mismas y a los demás."

2. **Pasar lista/Establecer Quórum** — Secretaria

3. **Aprobación de la Agenda** — Presidente — ***ACCIÓN**
   a. Fecha de Agenda: 27 de julio, 2017

4. **Aprobación del Acta** — Presidente — ***ACCIÓN**
   a. Fecha del Acta: 29 de junio, 2017

5. **Presentación de Invitado/Foro Público**
   a. *El público que desee dirigirse al Consejo de Política podrá hacerlos. Los miembros del Consejo de Política podrán responder brevemente a las declaraciones formuladas o a preguntas formuladas. Sin embargo, el PC no tomara ninguna otra acción que no sea la de remitir dichos asuntos al personal para su estudio y análisis.* ***Los Presentadores se limitarán a cinco minutos cada uno.*** *Si más de una persona desea tratar el mismo tema, se le concederá al grupo total de 10 minutos para ese tema. Por favor indique cuál es su nombre antes de hacer su presentación, Gracias.*

6. **Informes de los Comités Vigentes** — (3 mins. cada uno)

a. Comité de Preparación Escolar	Christina Bates	**Ningún Informe**
b. Comité de Planificación	Lorena Fernandez	**Ningún Informe**
c. Comité de Finanzas	Gabriella McCutcheon	**Ningún Informe**
d. Comité de Estatutos	Savannah Scarpa	**Ningún Informe**

7. **Presentaciones** — (15mins cada uno)
   a. Garden Pathways- Construyendo la comunidad desde adentro hacia fuera- Ryan Hernandez, Director de Operaciones y Troy Gomes, Especialista de Tutoría

8. **Nuevos Asuntos** — Presidente — ***ACCIÓN**
   a. Solicitud para aprobar la exención de acciones no federales para la Asociación de cuidado infantil de EHS Jerry Meade, Administrador del Programa de Diseño y Manejo
   b. Solicitud para aprobar la autoevaluación de Kern Head Start / Early Head Start- Sylvia Ortega, Coordinadora de Monitoreo
   c. Solicitud para aprobar la autoevaluación de la Asociación de Early Head Start- Pam Pritchard, Asistente Directora de Desarrollo Infantil Estatal / Head Start

Certificamos que este aviso de agenda fue publicado en el vestíbulo de la Oficina de Administración CAPK en 5005 Business Park Norte, Bakersfield, CA y en línea en www.capk.org de las 12:00 pm, 22 de junio de 2017. Janelle González, Coordinadora del Programa de Gobernación.

9. **Comunicaciones**
   a. Head Start y Early Head Start- Kern Informe del Presupuesto vs. Gastos Actuales 1 de marzo, 2017 hasta 30 de julio de 2017
   b. Kern Head Start y Early Head Start contribución laboral de acumulación 1 de marzo, 2017 hasta 30 de julio de 2017
   c. San Joaquín Early Head Start Informe del Presupuesto vs. Gastos Actuales 1 de febrero de 2017 hasta 30 de junio de 2017
   d. Las Asociaciones de Early Head Start Cuidado Infantil Informe del Presupuesto vs. Gastos Actuales 1 de febrero de 2017 hasta 30 de junio de 2017
   e. Viaje local de Padres y cuidado infantil, para el periodo terminando el 30 de junio de 2017 (inglés/español)
   f. Fondos de Actividad de Padres para el periodo terminando el 30 de junio de 2017 (inglés/español)
   g. Informe de Comidas de Padres para el periodo terminando del 30 de junio de 2017 (inglés/español)
   h. Informe de Inscripción, Promedio Asistencia Diaria, y Programa de Alimentos Cuidado de Niños y Adultos/Cocina Central de HS/EHS Kern, EHS del Condado de San Joaquín, y EHS de las Asociaciones de Cuidado Infantil junio de 2017
   i. El Acta del Comité de Preparación Escolar del Consejo de Política con fecha 05.10.17 (inglés/español)
   j. El Acta del Comité de Finanzas del Comité del Consejo de Política con fecha 06.22.17 (inglés/español)
   k. El Acta del Comité de Planificación del Consejo de Política con fecha 06.22.17 (inglés/español)
   l. Boletín de CAPK Invierno/Verano de 2017 http://www.capk.org

10. **Informes del Consejo de Política/Entrenamiento**	Janelle Gonzalez	**Informe Verbal** (5 min.)
11. **Informe de Representante Comunitario**	Ana Lester / Lindsay Harrison	**Informe Verbal** (5 min.)
12. **Informe de la Asociación de Early Head Start**	Jadine Gonzalez	**Informe Verbal** (3 min.)
13. **Informe del Representante del Consejo Directiva**	Yolanda Ochoa	**Informe Verbal** (3 min.)
14. **Informe de la Directora de (Head Start)**	Yolanda Gonzales	**Informe Verbal** (5 min.)
15. **Presidente del Consejo de Política/Anuncios**	Enrique Salazar	**Informe Verbal** (3 min.)
16. **Cierre de Sesión**	Presidente	

Próxima reunión es el jueves, 31 de agosto en 5005 Business Park North, Suite 130, Board Room
Cena ligera a las 5:00 p.m., reunión empezando a las 5:30 p.m.

Certificamos que este aviso de agenda fue publicado en el vestíbulo de la Oficina de Administración CAPK en 5005 Business Park Norte, Bakersfield, CA y en línea en www.capk.org de las 12:00 pm, 22 de junio de 2017. Janelle González, Coordinadora del Programa de Gobernación.

COMMUNITY ACTION PARTNERSHIP OF KERN
HEAD START / STATE CHILD DEVELOPMENT PROGRAMS
POLICY COUNCIL (PC) MEETING MINUTES
JUNE 29, 2017

1. **CALL TO ORDER – Chairperson, Enrique Salazar** called the meeting to order at 5:32 p.m.
   a. Moment of Silence, Pledge of Allegiance
   b. Reading of Promise of Community Action
   "Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community and are dedicated to helping people help themselves and each other."

2. **ROLL CALL/SET QUORUM – Secretary, Savannah Scarpa - Quorum was established.**
   PC Members Present: Enrique Salazar, Breyona Millard, Maria Martinez, Jason Warren, Savannah Scarpa, Lorena Fernandez, Shevada Williams, Jodi Sanchez, Ramona Campos, Ana Lester, Lindsay Harrison, Yolanda Ochoa

3. **APPROVAL OF AGENDA – Chairperson, Enrique Salazar (*ACTION)**
   a. Motion for approval of the PC Agenda dated June 29, 2017 was made by Lorena Fernandez; seconded by Jason Warren. Motion carried unanimously.

4. **APPROVAL OF MINUTES – Chairperson, Enrique Salazar (*ACTION)**
   a. Motion for approval of the PC meeting minutes dated May 25, 2017 was made by Jason Warren; seconded by Maria Martinez. Motion carried unanimously.

5. **PRESENTATION OF GUESTS/PUBLIC FORUM**
   (The public wishing to address the full Policy Council may do so at this time. Policy Council members may respond briefly to statements made or questions posed. However, the PC will take no action other than referring the item(s) to staff for study and analysis. ***Speakers are limited to five minutes each.*** *If more than one person wishes to address the same topic, total group time for topic will be 10 minutes. Please state your name before making your presentation. Thank you.*
   Guests in attendance: Yolanda Gonzales, Head Start/State Child Development Director; Tracey Wheat, Education Coordinator; Chase Rangel, Data Analyst; Janelle Gonzalez, Governance Coordinator; Lisa Price, PDM Administrative Assistant; Jerry Meade, Program Design & Management Administrator; Donna Holland, Fiscal Administrator; Gloria Barbero; Program Administrator; Shawn Brown, Guest; Daniel Jimenez, Guest; Trista Carter, Habitat for Humanity Guest Presenter

6. **STANDING COMMITTEE REPORTS** (3 minutes each)
   a. School Readiness – No report given
   b. Planning Committee – Lorena Fernandez reported quorum was not met. The Enrollment Report and the Average Daily Attendance for May were reviewed, as well as the CACFP report for April. The committee also reviewed the Kern HS/EHS and EHS Partnership draft budgets. The next meeting is scheduled for August 1, 2017 at 5:15 p.m. in Suite 130.
   c. Finance Committee – Janelle reported on Christina's behalf stating that the fiscal department has moved its office to Suite 130 noting that all future subcommittee meetings will be held in the Board Room. The committee discussed the 1% COLA. It was also shared that Shafter EHS received 4-star rating for which they were awarded $20,000. The next meeting will be held on August 24 at 5:30 p.m.
   d. By-Laws Committee – No report given

7. **PRESENTATIONS**
   a. Habitat for Humanity – Trista Carter, Homeowners Services Coordinator
   A PowerPoint presentation was shown along with brochures distributed providing information on the Habitat for Humanity organization and the processes and requirements for those interested in being a

recipient of the program. It was further stated there are currently 2 homes in Taft accepting applications from interested potential homeowners. Additionally, it was noted that there is an extensive waitlist for services in Bakersfield. The selection process is currently being reviewing the by Habitat for Humanity to ensure the neediest of families are served.

b. Children's Learning Outcomes and Program Self-Assessment – Tracey Wheat, Education Coordinator & Chase Rangel, Data Analyst

Tracey stated that all children in our program are assessed using the DRDP (Desired Results Developmental Profile) tool. Results as compiled by data from the DRDP was reviewed with the council as were the domains and assessment period, i.e. fall, winter, etc. It was reported that all domain goals for infants were met, event surpassing goals set; the same was true for our toddler bracket. "Preschool" is divided into 2 categories, 3-year-old children and 4-year-old children. Data showed all goals were met for both the 3-year-old group as well as the 4-year-old group. Data also revealed that many children in this category scored at the integrated level, meaning as preschoolers they assessed at the kindergarten level. Chase reported on the Parent Surveys distributed to all our state centers. He reported that 300-400 surveys were returned with 100% indicating they were satisfied or very satisfied with the safety of the program as well as their children's happiness while attending the program. It was also shared 90-100% of parents were satisfies with how the program shares information. Chase did state there will be improvements made to the survey in the future. It was commented that the survey language was not always clear. Chase stated the content and the survey itself cannot be changed as it is provided by the State of California however in years past and the thought for the future is to have an accompanying document/pamphlet that would provide more direction and clarification. Tracey also reported on the Environmental Ratings scales data. She shared that this assessment is required by all state centers twice per year. The expectation/standard is to receive a "5" (or above) in all areas of the assessment. This goal was met in all areas except for "Activities"; the rating for this area was 4.96. Because the standard was not met a Plan of Action was developed. This plan included but was not limited to more parent involvement and training, electronic data filing and other activities that would support attaining a higher score at the next assessment period. Council member indicated there are many Spanish speaking children in our program and posed a question regarding bilingual classrooms. It was shared there are bilingual books available and provided to students; additionally, curriculum is presented in both English and Spanish and tracked accordingly.

8. **NEW BUSINESS – Chairperson (*ACTION)**

a. Nominate and Elect a Policy Council Member to the Board of Directors

Prior to nominations being accepted, Lorena shared her experience as PC Board Representative noting it is a great experience and there is so much to be learned. She also expressed excitement in her new position on the CAPK Board of Directors, as the South Kern Low Income Sector Representative. Nominations were taken to vote and elect a Policy Council Representative to the Board of Directors. Enrique Salazar self-nominated as did Jason Warren. Each candidate spoke briefly as to their interest in serving in this capacity, upon conclusion a vote by a show of hands took place. Jason Warren received 4 votes while Enrique Salazar received 7 votes. Motion was made by Savannah Scarpa to approve the election of Enrique Salazar as Policy Council Representative on the Board of Directors; seconded by Breyona Millard. Motion carried unanimously.

b. Request to approve the 2017 – 2018 School Readiness Goals – Tracey Wheat, Education Coordinator

Tracey stated the School Readiness goals were developed by using current data and ongoing assessments that were implemented into the classroom during the 2016-2017 school year. This aggregated data was analyzed and compared to create goals that will reflect successful learning across five key areas of learning and development. Tracey further stated program staff will work in partnership with parents to support the school readiness goals; the request was made to approve these goals. Motion made by Savannah Scarpa to approve the 2017-2018 School Readiness Goals; seconded by Lindsay Harrison. Motion carried unanimously.

c. Request to approve the Early Head Start Child Care Partnership 2017 – 2018 Refunding Application – Jerry Meade, Program Design & Management Administrator

Jerry shared that it is time to submit the third-year application for continued funding for the Early Head Start Child Care Partnership Grant. The duration of this grant application is September 1, 2017 through August 31, 2018. Jerry stated that there are not changes to the programs delivery of service options. We will continue to provide services in partnership with the three programs which we are under contract with; Blanton High School, Bakersfield College and Garden Pathways. The funding will include $684,096 in base funds and $16,800 in Training and Technical Assistance funds and will support services for 56 children. Motion was made by Lorena Fernandez to approve the funding request for the Early Head Start Child Care Partnership Refunding Application for 2017 - 2018; seconded by Savannah Scarpa. Motion carried unanimously.

d. Request to approve the Head Start Duration Carry over Application – Jerry Meade, Program Design & Management Administrator

Jerry shared that CAPK received a Notice of Award from the Department of Health and Human Services for the Head Start/State Child Development Duration funding in the amount of $723,019. These funds (in part) would be added to the base funding. They would also provide a one-time start-up funding for projects that we have identified in the grant application. The additional base funding would support a third staff member (an Assistant Teacher) in classrooms that will now operate 1020 hours annually as well as start-up funds to support an additional classroom in Taft and the acquisition of our new Wasco facility. These centers (Wasco and Taft) are currently being renovated. Start-up funds were not fully obligated in the 2016-2017 funding year and the request is to carryover these funds into the 2017-2018 funding year. The carryover request will consist of $531,952 in Head Start Duration start-up funds to complete renovations and preparation of the two new classrooms in Wasco and at the new classroom in Taft. Staff is in the process of negotiating the contractor to oversee these renovations. Motion was made by Jason Warren to approve the carryover of unobligated balances from the Head Start Duration funding award; 2016-2017 funding year to the 2017-2018 funding year; seconded by Savannah Scarpa. Motion carried unanimously.

e. Request to approve the Head Start/Early Head Start COLA Application – Jerry Meade, Program Design & Management Administrator

Jerry shared that through the Consolidated Appropriations Act of 2017 there is an increase in funding, approximately $85 million for programs under the Head Start Act for the 2017 fiscal year. A portion of this funding increase provides a cost of living adjustment (COLA) of 1.0% to assist grantees in increasing staff salaries/fringe benefits and offsetting higher operating costs. CAPK will submit three funding applications to the Office of Head Start prior to June 30, 2017 requesting the following amounts: Head Start/Early Head Start Kern - $232,303; Early Head Start Child Care Partnership - $6,841 and Early Head Start San Joaquin - $49,963 for a total of $289,107 across all CAPK's grants. These funds will be used to increase pay scales by at least 1.0% across HS/EHS positions. The recommendation is that Policy Council approve the COLA applications. Motion was made by Shevada Williams to approve the Head Start/Early Head Start Cost of Living Adjustment (COLA) funding applications; seconded by Jason Warren. Motion carried unanimously.

f. Request to approve the 2017 – 2018 Recruitment and Selection Plan – Jerry Meade, Program Design & Management Administrator

Jerry stated the Recruitment and Selection Plan (RSP) was revised in March 2017 however upon review of the new Head Start Performance Standards, the RSP Committee implemented changes in the support of such. Changes included but not limited to include regulatory and performance standard citations and references, revised categories of eligibility to align with new standards, additional points for children with an IEP/IFSP. The process for selection remains unchanged as the point system which the agency uses and has identified as an effective process ensuring Head Start meets the needs of the neediest families in our community remains intact. Staff are seeking Policy Council's support of this adjustment to the 2017-2018 RSP. Motion made by Savannah Scarpa to approve the 2017-2018 Recruitment and Selection Plan with adjustments to the Selection Criteria Form (point sheet) as identified; seconded by Lorena Fernandez. Motion carried unanimously.

9. **COMMUNICATIONS**

a) Kern Head Start & Early Head Start Budget vs. Actual Expenditures March 1, 2016 through May 31, 2017
b) San Joaquin Early Head Start Budget vs. Actual Expenditures February 1, 2017 through May 31, 2017
c) Early Head Start Child Care Partnerships Budget vs. Actual Expenditures September 1, 2016 through May 31, 2017
d) Parent Local Travel & Child Care through May 31, 2017
e) Parent Activity Funds through May 31, 2017
f) Parent Meals prepared by the Central Kitchen through May 31, 2017
g) Enrollment, Average Daily Attendance and Child & Adult Care Food Program/Central Kitchen Report for HS/EHS Kern, EHS San Joaquin and EHS Child Care Partnerships May 2017
h) Healthychildren.org Hand Washing: A Powerful Antidote to Illness Handout (English/Spanish)
i) Program Instruction ACF-PI-HS-17-02 – Fiscal Year (FY) 2017 Head Start Funding Increase
j) Funding Guidance for Cost of Living Allowance (COLA)
    1. Grant #09CH9142 – Head Start/Early Head Start Kern
    2. Grant #09HP0036 – Early Head Start Child Care Partnerships
    3. Grant #09CH010071 – Early Head Start San Joaquin

Motion made by Lorena Fernandez to receive and file items (a) – (j)

10. **PROGRAM GOVERNANCE REPORT/TRAINING – Janelle Gonzalez**

Janelle thanked everyone for their attendance and stated she is currently working on the preparations for the final PC Meeting of this term adding that it will be a "Round-Up", country theme. Janelle thanked members for their patience as this is a year of transition; as we introduce the new Head Start Program Performance Standards. Janelle stated members have each received current Head Start Program Performance Standards placed at their seats. She also shared the content area as to where to find the roles and responsibilities as they pertain to Governance noting that this section in the standards is only 2 pages in content; however further details may be found in the Head Start Act. Should PC members have any questions, Janelle encouraged them to contact her and she will provide clarification, training or any other assistance/resources they may need. In closing, Janelle congratulated Enrique Salazar on his election to the CAPK Board of Representatives as the Policy Council Representative and thanked Lorena for her time of service in that capacity.

11. **COMMUNITY REPRESENTATIVES REPORT – Ana Lester and Lindsay Harrison**

Lindsay did not have any information to share with the council at this time. Ana spoke briefly about the nextdoor app. She shared that this is a private app between people in your neighborhood. This app can connect you to your neighbors to keep in touch via social media providing a way to connect with your neighbors. Ana also distributed a First 5 handout and shared that there is a First 5 app which will provide you with fun daily activities to ensure you talk, read or sing every day with your child.

12. **EARLY HEAD START PARTNERSHIP REPORT – Jadine Gonzalez**

No report

13. **BOARD OF DIRECTORS REPRESENTATIVE REPORT – Lorena Fernandez**

Lorena thanked members for the opportunity to represent Policy Council on the Board Directors. She also encouraged members to attend Board Meetings should they have an opportunity to do so as they are open to the public and are very informative; you learn a lot. Lorena shared the Board of Directors will meet next in August, there will not be a meeting in July. CAPK Board of Directors meet at 12:00 p.m. on the last Wednesday of the month.

14. **DIRECTOR'S REPORT (HEAD START/STATE CHILD DEVELOPMENT) – Yolanda Gonzales**

Yolanda congratulated Lorena on her new position on the CAPK Board of Directors. She also said that she looks forward to Enrique Salazar serving as Policy Council Representative as he will be a great asset.

Yolanda stated that we are very busy as a program, sharing that she just returned earlier today from San Joaquin, as they had their preservice event for staff. She added things are going well in San Joaquin County. We are very busy working on our grants as well as renovations and other projects. Policies and procedures are also being updated to match and align with the new Head Start Program Performance Standards. Kern preservice will take place on August 15 and 16 for staff. Yolanda also shared that members may notice this week there will be two positions flown; one is that of an Assistant Director of Grants. The responsibility of this position (in part) is to help support all the grants across our program and meet the varying timelines of such. The other position is Assistant to the Head Start/State Child Development Director. Sylvia Ortega (who previously held the position) is now the Compliance Coordinator; responsible for monitoring our systems and processes. Yolanda said that she is excited and eager to get things done and to start the new school year.

15. **POLICY COUNCIL CHAIRPERSON/ANNOUNCEMENTS – Enrique Salazar**

Enrique shared the application renewal process with the group as he recently met with the E.R.S.E.A. Specialist in his region to update required information. Enrique stated it was an easy process, as he knew what to expect this time. He encouraged members to do the same, to call and make an appointment with the appropriate specialist to update their application/file information. Enrique added that this alleviates the "rush" as we get closer to the start of the new program year and allows to you to enjoy your summer and look forward to the first day of school.

16. **ADJOURNMENT – Chairperson**

Meeting was adjourned at 7:04 p.m.

Lisa Price/PDM Administrative Assistant
Completed 06.30.17

ASOCIACIÓN DE ACCIÓN COMUNITARIA DE KERN
PROGRAMS DE DESARROLLO INFANTIL ESTATAL / HEAD START
Acta de la Reunión del Consejo de Política
29 de junio de 2017

1. **LLAMADO A LA ORDEN- presidente, Enrique Salazar,** llamó la reunión a la orden a las 5:32 p.m.
   a. Momento de Silencio, Proclamación de Lealtad
   b. Lectura de la Promesa de la Asociación Comunitaria
   "La asociación de acción cambia la vida de las personas, incorpora el espíritu de esperanza, mejora comunidades, y hace de América un mejor lugar donde Vivir. Nos preocupamos por la comunidad entera y estamos dedicados a ayudar a las personas a que se ayuden a sí mismas y a los demás.

2. **PASAR LISTA/ ESTABLECER QUÓRUM- secretaria, Savannah Scarpa- Quórum fue estableció.**
   Miembros del PC Presentes: Enrique Salazar, Breyona Millard, Maria Martinez, Jason Warren, Savannah Scarpa, Lorena Fernandez, Shevada Williams, Jodi Sanchez, Ramona Campos, Ana Lester, Lindsay Harrison, Yolanda Ochoa

3. **APROBACIÓN DE LA AGENDA- presidente (*ACCION)**
   a. Moción para la aprobación de la agenda del PC con fecha del 29 de junio de 2017, fue hecha por Lorena Fernandez; segunda moción hecha por Jason Warren. Moción fue aprobada por unanimidad.

4. **APROBACIÓN DE LA ACTA- presidente, Enrique Salazar (*ACCION)**
   a. Moción para la aprobación del acta de la reunión del PC con fecha del 25 de mayo de 2017 fue hecha por Jason Warren, segunda moción hecha por Maria Martinez. Moción fue aprobada por unanimidad.

5. **PRESENTACIÓN DE INVITADOS/FORO PÚBLICO**
   El público que desee dirigirse al Consejo de Política podrá hacerlos. Los miembros del Consejo de Política podrán responder brevemente a las declaraciones formuladas o a preguntas formuladas. Sin embargo, el PC no tomara ninguna otra acción que no sea la de remitir dichos asuntos al personal para su estudio y análisis. ***Los Presentadores se limitarán a cinco minutos cada uno.*** *Si más de una persona desea tratar el mismo tema, se le concederá al grupo total de 10 minutos para ese tema. Por favor indique cuál es su nombre antes de hacer su presentación, Gracias.*
   Invitados Presentes: Yolanda Gonzales, Directora de Desarrollo Infantil Estatal / Head Start; Tracy Wheat, Coordinadora de Educación; Chase Rangel, Analista de Datos; Janelle Gonzalez, Coordinadora de Gobernación; Lisa Price, Asistente Administrativa de PDM; Jerry Meade, Administrador del Programa de Diseño y Manejo; Donna Holland, Administradora Fiscal; Gloria Barbero; Administradora del Programa; Shawn Brown, Guest; Daniel Jimenez, Guest; Trista Carter, Presentadora de Hábitat para la Humanidad.

6. **INFORME DE LOS COMITÉS VIGENTES** (3 minutos cada uno)
   a. Comité de Preparación Escolar- Ningún informe fue presentado.
   b. Comité de Planificación- Lorena Fernández informó que el quórum no fue establecido. Se revisó el Informe de inscripción y la asistencia de promedio diaria para mayo, así como el informe del CACFP correspondiente a abril. El comité también revisó los presupuestos del Kern HS / EHS y la Asociación de EHS. La próxima reunión se llevará a cabo el 1 de agosto de 2017 a las 5:15 p.m. en el salón 130.
   c. Comité de Finanzas- Janelle dio el informe en nombre de Christina, indicando que el departamento fiscal se ha trasladado a las oficinas en el salón 130, observando que todas las futuras reuniones del subcomité se llevarán a cabo en la Sala de Juntas. El comité discutió el 1% de COLA. También se compartió que Shafter EHS recibió la calificación de 4 estrellas por la cual fueron concedidos $ 20,000. La próxima reunión se llevará a cabo el 24 de agosto a las 5:30 p.m.

d. Comité de Estatutos- Ningún informe fue presentado.

7. PRESENTACIONES

a. Hábitat para la Humanidad- Trista Carter, Coordinadora de Servicios para Dueños de Casa

Se mostró una presentación junto con folletos distribuidos proporcionando información sobre la organización de Hábitat para la Humanidad y los procesos y requisitos para aquellos interesados en ser un destinatario del programa. También se ha dicho que actualmente hay 2 viviendas en Taft que aceptan solicitudes de propietarios potenciales interesados. Además, se observó que hay una extensa lista de espera para los servicios en Bakersfield. El proceso de selección está siendo revisado por Hábitat para la Humanidad para asegurar que las familias más necesitadas sean atendidas.

b. Resultados del Aprendizaje de los Niños y la Autoevaluación del Programa- Tracy Wheat, Coordinadora de Educación y Chase Rangel, Analista de Datos

Tracey declaró que todos los niños de nuestro programa son evaluados usando la herramienta DRDP (Perfil de Desarrollo de Resultados Deseados). Se revisaron los resultados compilados por los datos del DRDP con el consejo, así como los dominios y el período de evaluación, es decir, el otoño, el invierno, etc. Se informó que se cumplieron todos los objetivos del dominio para los bebés, superando los objetivos establecidos; Lo mismo fue cierto para nuestros niños pequeños. "Preescolar" se divide en 2 categorías, niños de 3 años y niños de 4 años de edad. Los datos mostraron que todos los objetivos fueron cumplidos tanto para el grupo de 3 años de edad, así como el grupo de 4 años de edad. Los datos también revelaron que muchos niños en esta categoría anotaron en el nivel integrado, significando que preescolares evaluaron en el nivel del jardín de la infancia. Chase informó sobre las encuestas de padres distribuidas a todos nuestros centros estatales. Informó que se devolvieron 300-400 encuestas con un 100% indicando que estaban satisfechos o muy satisfechos con la seguridad del programa, así como con la felicidad de sus hijos mientras asistían al programa. También se compartió que el 90-100% de los padres estaban satisfechos con la forma en que el programa comparte información. Chase dijo que la encuesta mejorará en el futuro. Se comentó que el lenguaje de la encuesta no siempre estaba claro. Chase declaró que el contenido y la encuesta en sí misma no pueden cambiarse, como lo proporciona el Estado de California en años anteriores y la idea para el futuro es tener un documento / folleto de acompañamiento que proporcionaría más dirección y aclaración. Tracey también informó sobre los datos de escalas de calificaciones ambientales. Ella compartió que esta evaluación es requerida por todos los centros estatales dos veces al año. La expectativa es recibir un "5" (o superior) en todas las áreas de la evaluación. Este objetivo se cumplió en todas las áreas excepto en "actividades"; La calificación de esta área fue 4.96. Debido a que la norma no se cumplió, se desarrolló un Plan de Acción. Este plan incluía, pero no se limitaba a más participación y capacitación de los padres, la presentación electrónica de datos y otras actividades que ayudarían a lograr una puntuación más alta en el próximo período de evaluación. Un miembro del Consejo indicó que hay muchos niños que hablan español en nuestro programa y pregunto con respecto a las clases bilingües. Se compartió que hay libros bilingües que son disponibles y proporcionados a los estudiantes; Además, el currículo se presenta en inglés y español y se realiza un seguimiento en consecuencia.

8. Nuevos Asuntos

a. Nominar y Elegir al Miembro del Consejo de Política al Consejo Directivo

Antes de que se aceptaran las nominaciones, Lorena compartió su experiencia como Representante del Consejo Directivo de PC, señalando que es una gran experiencia y que hay mucho que aprender. También expresó entusiasmo en su nueva posición en el Consejo Directivo de CAPK, como el Representante del Sector de Bajos Ingresos del Sur de Kern. Las nominaciones fueron tomadas para votar y elegir un Representante del Consejo de Política para el Consejo Directivo. Enrique Salazar fue nominado como Jason Warren. Cada candidato habló brevemente en cuanto a su interés en servir en esta capacidad, al concluir una votación a mano alzada se realizó. Jason Warren recibió 4 votos mientras que Enrique Salazar recibió 7 votos. La moción fue hecha por Savannah Scarpa para aprobar la elección de Enrique Salazar como

Representante del Consejo de Política en el Consejo Directivo; Segunda moción hecha por Breyona Millard. Moción fue aprobada.

b. **Solicitud para aprobar los Metas de la Preparación Escolar de 2017-2018- Tracy Wheat, Coordinadora de Educación** Tracey declaró que las metas de la Preparación Escolar fueron desarrolladas usando datos actuales y evaluaciones continuas que fueron implementadas en el salón de clases durante el año escolar 2016-2017. Estos datos agregados se analizaron y compararon para crear metas que reflejaran el aprendizaje exitoso en cinco áreas claves de aprendizaje y desarrollo. Tracey afirmó además que el personal del programa trabajará en asociación con los padres para apoyar las metas de preparación escolar; La solicitud fue hecha para aprobar estos objetivos. Moción fue hecha por Savannah Scarpa para aprobar los Objetivos de Preparación Escolar de 2017-2018; Segunda moción hecha por Lindsay Harrison. Moción aprobada por unanimidad.

c. **Solicitud para aprobar el Reembolso de la Asociación de Cuidado Infantil Early Head Start del 2017-2018- Jerry Meade, Administrador del Programa de Diseño y Manejo**
Jerry compartió que es el momento de presentar la solicitud de tercer año para el financiamiento continuo para la Beca de la Asociación de Cuidado Infantil de Early Head Start. La duración de esta solicitud de subvención es el 1 de septiembre de 2017 hasta el 31 de agosto de 2018. Jerry declaró que no hay cambios en la entrega de los programas de opciones de servicio. Seguiremos prestando servicios en colaboración con los tres programas que estamos bajo contrato; Escuela Secundaria Blanton, Bakersfield College y Garden Pathways. El financiamiento incluirá $ 684,096 en fondos base y $ 16,800 en fondos de Capacitación y Asistencia Técnica y apoyará servicios para 56 niños. Moción fue hecha por Lorena Fernández para aprobar la solicitud de financiamiento para la Solicitud de Reembolso de la Asociación de Cuidado Infantil de Early Head Start para 2017-2018; Segunda moción fue hecha por Savana Scarpa. Moción fue aprobada por unanimidad.

d. **Solicitud para aprobar la aplicación del Traslado de los fondos de la beca de Duración Head Start Jerry Meade, Administrador del Programa de Diseño y Manejo**
Jerry compartió que CAPK recibió un Aviso de Premio del Departamento de Salud y Servicios Humanos para el financiamiento de Desarrollo Infantil Estatal / Head Start en la cantidad de $ 723,019. Estos fondos (en parte) se añadirían a la financiación de base. También proporcionarían una financiación inicial única para proyectos que hemos identificado en la solicitud de subvención. El financiamiento de base adicional apoyaría a un tercer miembro del personal (un maestro auxiliar) en los salones de clase que ahora operarán 1020 horas al año, así como fondos puestos en marcha para apoyar un salón de clase adicional en Taft y la adquisición de nuestra nueva instalación de Wasco. Estos centros (Wasco y Taft) están siendo renovados. Los fondos puestos en marcha no estaban totalmente comprometidos en el año de financiación 2016-2017 y la solicitud es para transferir estos fondos al año de financiación 2017-2018. La solicitud de aplazamiento consistirá en $ 531,952 en fondos de inicio de Head Start para completar las renovaciones y preparación de los dos nuevos salones de clase en Wasco y en el nuevo salón de clases en Taft. El personal está en el proceso de negociación del contratista para supervisar estas renovaciones. Jason Warren hizo una moción para aprobar el aplazamiento de los saldos no comprometidos del premio de financiación de Head Start; 2016-2017 año de financiación para el año de financiación 2017-2018; Segunda moción fue hecha por Savana Scarpa. Moción fue aprobada por unanimidad.

e. **Solicitud para aprobar la aplicación del COLA de Head Start/Early Head Start- Jerry Meade, Administrador del Programa de Diseño y Manejo**
Jerry compartió que a través de la Ley de Asignaciones Consolidadas de 2017 hay un aumento en la financiación, aproximadamente $ 85 millones para programas bajo la Ley de Head Start para el año fiscal 2017. Una parte de este aumento de la financiación proporciona un ajuste del costo de vida (COLA) del 1.0% para ayudar a los concesionarios a aumentar los sueldos del personal / beneficios complementarios y compensar los mayores costos operativos. CAPK presentará tres solicitudes de financiamiento a la Oficina de Head Start antes del 30 de junio de 2017 solicitando las siguientes cantidades: Head Start / Early Head Start Kern - $ 232,303; Asocacon de Cuidado Infantil Early Head Start - $ 6,841 y Early Head Start San Joaquin - $ 49,963 por un total de $ 289,107 a través de todas las subvenciones de CAPK. Estos fondos se utilizarán para aumentar las escalas salariales en al menos un 1.0% en las posiciones HS / EHS. La recomendación es que el

Consejo de Política apruebe las solicitudes de la COLA. Shevada Williams hizo una moción para aprobar las solicitudes de financiamiento de Head Start / Early Head Start para el Ajuste del Coste de Vida (COLA); Segunda moción fue hecha por Jason Warren. Moción aprobada por unanimidad.

f. **Solicitud para aprobar el Plan de Selección y Reclutamiento de 2017-2018- Jerry Meade, Administrador del Programa de Diseño y Manejo**

Jerry declaró que el Plan de Reclutamiento y Selección (RSP) fue revisado en marzo de 2017, sin embargo, tras la revisión de las nuevas Normas de Desempeño de Head Start, el Comité de RSP implementó cambios en el apoyo de tales. Los cambios incluyen, pero no se limitan a incluir citas y referencias normativas y de las normas desempeño, categorías revisadas de elegibilidad para alinearse con las nuevas normas, puntos adicionales para niños con un IEP / IFSP. El proceso de selección permanece inalterado como el sistema de puntos que la agencia usa y ha identificado como un proceso efectivo asegurando que Head Start satisfaga las necesidades de las familias más necesitadas en nuestra comunidad permanece intacta. El personal busca el apoyo del Consejo de Política para este ajuste al RSP 2017-2018. Solicitud fue hecha por Savannah Scarpa para aprobar el Plan de Selección y Selección 2017-2018 con ajustes al Formulario de Criterios de Selección (hoja de puntos) como identificado; Segunda moción hecha por Lorena Fernández. Moción fue aprobada por unanimidad.

9. COMUNICACIONES

- **a.** Head Start y Early Head Start- Kern Informe del Presupuesto vs. Gastos Actuales 1 de marzo, 2017 hasta 31 de mayo de 2017
- **b.** San Joaquín Early Head Start Informe del Presupuesto vs. Gastos Actuales 1 de febrero de 2017 hasta 31 de mayo de 2017
- **c.** Las Asociaciones de Early Head Start Cuidado Infantil Informe del Presupuesto vs. Gastos Actuales 1 de febrero de 2017 hasta 31 de mayo de 2017
- **d.** Viaje local de Padres y cuidado infantil, para el periodo terminando el 31 de mayo de 2017 (inglés/español)
- **e.** Fondos de Actividad de Padres para el periodo terminando el 31 de mayo de 2017 (inglés/español)
- **f.** Informe de Comidas de Padres para el periodo terminando del 31 de mayo de 2017 (inglés/español)
- **g.** Informe de Inscripción, Promedio Asistencia Diaria, y Programa de Alimentos Cuidado de Niños y Adultos/Cocina Central de HS/EHS Kern, EHS del Condado de San Joaquín, y EHS de las Asociaciones de Cuidado Infantil mayo de 2017
- **h.** Healthychildren.org Lavarse las Manos: Un poderoso antídoto contra la enfermedad (ingles/español)
- **i.** Instrucción del Programa ACF-PI-HS-17-02- Año Fiscal (FY) 2017 Aumento de Fondos Head Start
- **j.** Guía para los Fondos del Costo de Vida (COLA):
    1. Subvención #09CH9142 Head Start/Early Head Start Kern
    2. Subvención #09HP0036 Early Head Start Child Care Partnerships
    3. Subvención #09CH010071 Early Head Start San Joaquin

Moción fue hecha por Lorena Fernandez para recibir y archivar lo tema de comunicación (a) – (j).

10. INFORMES DEL CONSEJO DE POLÍTICA/ENTRENAMIENTO- Janelle Gonzalez

Janelle agradeció a todos por su asistencia y dijo que actualmente está trabajando en los preparativos para la reunión final del PC de este período añadiendo que será un tema del "Oeste". Janelle agradeció a los miembros por su paciencia ya que este es un año de transición; A medida que presentamos las nuevas Normas de Desempeño del Programa Head Start. Janelle dijo que cada uno de los miembros han recibido las Normas de Desempeño actuales del programa Head Start en sus asientos. También compartió el área de contenido en cuanto a dónde encontrar los papeles y las responsabilidades como pertenecen a la Gobernación, observando que esta sección en las normas es sólo 2 páginas en el contenido; Sin embargo, se pueden encontrar más detalles en el Acto de Head Start. Si los miembros de PC tienen alguna pregunta, Janelle los animó a contactarla y le proporcionará aclaraciones, capacitación o cualquier otra asistencia / recursos que puedan necesitar. En conclusión, Janelle felicitó a Enrique Salazar por su elección al Consejo Directivo de CAPK como Representante del Consejo de Política y agradeció a Lorena por su tiempo de servicio en esa capacidad.

11. **INFORME DE LOS REPRESENTATES COMUNITARIOS- Ana Lester and Lindsay Harrison**
Lindsay no tenía ninguna información para compartir con el consejo en este momento. Ana habló brevemente de la aplicación nextdoor. Ella compartió que esta es una aplicación privada entre las personas en su vecindario. Esta aplicación puede conectar a sus vecinos para mantenerse en contacto a través de las redes sociales, proporcionando una manera de conectarse con sus vecinos. Ana también distribuyó un folleto del Primer 5 y compartió que hay una primera aplicación 5 que le proporcionará actividades diarias divertidas para asegurarse de que habla, lee o canta todos los días con su(s) hijo(s).

12. **INFORME DE LA ASOCACION DE EARLY HEAD START- Jadine Gonzalez**
Ningún Informe

13. **INFORME DE REPRESENTANTE COMUNITARIO- Lorena Fernandez**
Lorena agradeció a los miembros por la oportunidad de representar el Consejo de Política en el Consejo Directivo. También animó a los miembros a asistir a las reuniones del Consejo Directivo si tienen la oportunidad de hacerlo, ya que están abiertos al público y son muy informativos; Aprendes mucho Lorena compartió que el Consejo Directivo se reunirá en agosto, no habrá una reunión en julio. El Consejo de Directivo de CAPK se reúne a las 12:00 p.m. en el último miércoles del mes.

14. **INFORME DE LA DIRECTORA (DESARROLLO INFANTIL ESTATAL / HEAD START) – Yolanda Gonzales**
Yolanda felicitó a Lorena por su nuevo cargo en el Consejo Directivo de CAPK. También dijo que ella mira hacia adelante a que Enrique Salazar actúa como representante del Consejo de Política, ya que será un gran diligente. Yolanda declaró que estamos muy ocupados como un programa, compartiendo que ella acaba de regresar hoy de San Joaquín, ya que tuvieron su evento de entrenamiento previo para el personal. Agregó que las cosas van bien en el condado de San Joaquín. Estamos muy ocupados trabajando en nuestras subvenciones, así como en renovaciones y otros proyectos. También se están actualizando las políticas y los procedimientos para que coincidan y se alineen con las nuevas Normas de Desempeño del Programa Head Start. El entrenamiento previo de Kern tendrá lugar el 15 y 16 de agosto para el personal. Yolanda también compartió que los miembros pueden notar esta semana habrá dos posiciones anunciadas; Uno es el de un Subdirector de Subvenciones. La responsabilidad de esta posición (en parte) es ayudar a apoyar todas las subvenciones a través de nuestro programa y cumplir con los plazos variables de tal. La otra posición es Asistente del Director de Desarrollo Infantil / Estatal Head Start. Sylvia Ortega (que anteriormente ocupó el cargo) es ahora la Coordinadora de Cumplimiento; Responsable de monitorear nuestros sistemas y procesos. Yolanda dijo que está emocionada y ansiosa por hacer las cosas y comenzar el nuevo año escolar.

15. **INFORME DEL PRESIDENTE DEL CONSEJO DE POLÍTICA/ANUNCIOS – Enrique Salazar Jr., presidente**
Enrique compartió el proceso de renovación de la solicitud con el grupo, como recientemente se reunió con el Especialista de E.R.S.E.A. en su región para actualizar la información requerida. Enrique dijo que era un proceso fácil, ya que sabía un poco más esta vez. Alentó a los miembros a hacer lo mismo, para llamar y hacer una cita con su especialista adecuado para actualizar su aplicación / archivo de información. Enrique agregó que esto alivia la "fiebre" a medida que nos acercamos al inicio del nuevo año del programa y le permite disfrutar de su verano y esperar el primer día de clases.

16. **CIERRE DE SESIÓN –Presidente**
    a. La reunión se cerró a las 7:04 p.m.

Argelia Diaz/Program Assistant
Completed 07.05.17

COMMUNITY ACTION PARTNERSHIP OF KERN

MEMORANDUM

To: Head Start Policy Council

From: Yolanda Gonzales, Director of Head Start and Child Development Services

Date: July 27, 2017

Subject: Non Federal Share waiver request for EHS Child Care Partnership – Action Item

---

CAPK is in its second budget period of implementing the Early Head Start Child Care Partnerships program. The funding award for the initial 18 months of the project was based upon an annualized operating budget, but services did not begin immediately. Thus, significant savings were realized. CAPK submitted a budget revision to use these unexpended funds for one-time project expenditures. Included in the revision was a request to waive non-federal share on this portion of the funding; both the revision and waiver were approved by Office of Head Start.

These identified funds, in the amount of $315,000, were subsequently carried over into the current budget period. However, the approved waiver did not carry over; OHS requires a new waiver request. CAPK is on track to reach its non-federal share requirement for the Base and Training/Technical assistance funds; the waiver request would be for only the non-federal share of the carryover amount ($78,750).

Recommendation:
Staff recommends that the Policy Council approve the submission of a request to waive non-federal share in the amount of $78,750 for the 2016-2017 Early Head Start Child Care Partnership grant.

COMMUNITY ACTION PARTNERSHIP OF KERN

MEMORANDUM

To: Policy Council

From: Sylvia Ortega, Compliance Coordinator

Date: July 27, 2017

Subject: 2016-2017 Head Start/ State Child Development Self-Assessment

---

The Head Start/State Child Development Division conducts an annual self-assessment to involve the agency in a review of its program's operations, goals, and objectives. The agency must self-assess the implementation systems and services of program governance and management systems, fiscal integrity, ERSEA, environmental health and safety, CLASS, comprehensive services and school readiness.

Recommendation
Staff recommends the Policy Council approve the 2016-2017 Head Start/ State Child Development Self-Assessment Report.

Attachment: Summary of 2016-2017 Self-Assessment Process
2016-2017 Self-Assessment Report

Community Action Partnership of Kern
Head Start/ State Child Development
2016-2017

Compliance Item: Health

Compliance Items	Potential Areas of Non-Compliance	Person Responsible	Time Lines	Corrective Action	Documentation	Expected Outcomes
1302.47 (b)(6) Safety practices- Hygiene practices. All staff systematically and routinely implement hygiene practices that at a minimum ensure: (i) appropriate toileting, hand washing, and diapering procedures are followed.	During monitoring visits to both Head Start and Early Head Start classrooms, it was observed that staff were not following procedures for hand washing.	Content Area Specialist – Health Assistant Director of Head Start Content Area Specialist – Health Content Area Specialist- Health Content Area Specialist - Health	February 2017 March 2017 July 2017 August 2017 Ongoing	Onsite handwashing overview was conducted at specific sites. Schedule meeting with Assistant to the Director and review handwashing policy and current daily schedule. Summer Training Series: Handwashing and sanitation training. Pre-Service: Provide Training on proper handwashing and sanitation. Monitor program to ensure proper handwashing is taking place	• Training • Current handwashing procedure. • Meeting agenda, sign in sheet and procedure. • Meeting agenda, sign in sheet and procedure. • Monthly Monitoring	Ensure proper handwashing is being incorporated into the daily schedule and to assist children with developing healthy habits.

Community Action Partnership of Kern
Head Start/ State Child Development
2016-2017

Compliance Item: Wellness

Compliance Items	Potential Areas of Non-Compliance	Person Responsible	Time Lines	Corrective Action	Documentation	Expected Outcomes
1302.45 Child mental health and social and emotional well-being. (a) Wellness promotion. To support a program-wide culture that promotes children's mental health, social and emotional well-being, and overall health.	During monitoring visits, it was observed that staff needed additional training implementing the Wellness Pyramid Model.	Wellness Content Area Specialist Wellness Content Area Specialist Assistant Director of Head Start Wellness Content Area Specialist	February 2017 March 2017 May 2017 Ongoing	Pyramid Model Training Pyramid Training, Information and Support. Two-day Parents Interacting with Infants (PIWI) Training for Home-Based staff. Monitor program to ensure pyramid model is fully implemented.	• Meeting agenda, sign in and handouts. • Meeting agenda, sign in and handouts. • Meeting agenda, sign in and interactive training. • Monthly Monitoring	Ensure staff fully implement pyramid model to promote the social and emotional development of infants and young children.

Community Action Partnership of Kern
Head Start/ State Child Development
2016-2017

Compliance Item: Education

Compliance Items	Potential Areas of Non-Compliance	Person Responsible	Time Lines	Corrective Action	Documentation	Expected Outcomes
1302.35 Education in home-based programs. (e)(2)(i). Group socializations must be structured to provide age appropriate activities for participating children that are intentionally aligned to school readiness goals, the HS Early Learning Outcomes Framework and the home-based curriculum.	During monitoring visits to both Head Start and Early Head Start home-based program options, it was observed that staff was not effectively implementing the curriculum to fidelity during socializations.	Education Coordinator Education Coordinator Education Coordinator	February 2017 May 2017 Ongoing	One-on-one training on individualization of lesson plans and using curriculum to fidelity. Individualized training on using curriculum to fidelity. Monitor program to ensure home base educators are implementing home-based curriculum.	• Training • Training • Monthly Monitoring	Ensure the Home-Based educators are using creative curriculum to fidelity during socializations and helping parents understand curriculum.

Summary of 2016-2017 Self-Assessment process

The Head Start/ State Child Development self-assessment was completed the week of February 6-10, 2017. A review of the self-assessment process was completed with key management staff.

Self-assessment teams were comprised of Head Start and Early Head Start staff. Staff completed folder reviews, site visits, and observations. Teams reviewed requirements of the program, including comprehensive services and fiscal oversight.

The self-assessment teams used the Health and Safety checklist which includes care and supervision, the ERSEA folder review form, and child's file review form. In addition, the self-assessment teams reviewed DRDP results and Plans of Action and ITERS scores and Plans of Actions.

The program self-assessment resulted in three program findings: Implementation of the Wellness Pyramid Model, handwashing and Implementation of HB curriculum to fidelity during socializations.

The HS/EHS Assistant Director conducted follow-up meetings with key staff to ensure completion of the plans of action, including supporting documentation.

Policy Council approval will take place July 27, 2017

Board of Directors approval will take place August 23, 2017

COMMUNITY ACTION PARTNERSHIP OF KERN

MEMORANDUM

To: Policy Council

From: Pam Pritchard, Assistant Director of Program, Head Start/State Child Development

Date: July 27, 2017

Subject: *Agenda Item*: 2016-2017 Early Head Start Child Care Partnership Self-Assessment - **Action Item**

The Head Start/State Child Development Division conducts an annual self-assessment to involve the agency in a review of its program's operations, goals, and objectives. The Partnership must self-assess the implementation systems and services of fiscal management, health and safety, education and child development, family and community engagement, and program management.

Recommendation
Staff recommends the Policy Council approve the 2016-2017 Early Head Start Child Care Partnership Self-Assessment Report.

Attachment: Summary of 2016-2017 Self-Assessment Report
2016-2017 Self-Assessment Report

Community Action Partnership of Kern
Head Start / State Child Development
Early Head Start Child Care Partnership Self-Assessment
2016-2017

Compliance Item: Enrollment

Compliance Items	Potential Areas of Non-Compliance	Person Responsible	Time Lines	Corrective Action	Documentation	Expected Outcomes
1302.15(a)(b)(1)	During the months of October, November, December 2016, and January 2017, full enrollment was not met.	EHS Program Coordinator ERSEA Specialist Family Advocates Assistant Director of Head Start	January 2017 and ongoing February 2017 February 2017 and ongoing May 2017 and ongoing	Team meeting with Partners Transfer eight (8) slots to new Partner Recruit for additional enrollment opportunities within the program and community Update data with the local Resource and Referral data system	• Meeting agenda • Sign-in • Revised contracts • Flyers and announce-ments • Review online data system	Meet full enrollment on a monthly basis.

Community Action Partnership of Kern
Head Start / State Child Development
Early Head Start Child Care Partnership Self-Assessment
2016-2017

Compliance Item: Oral Health Practices

Compliance Items	Potential Areas of Non-Compliance	Person Responsible	Time Lines	Corrective Action	Documentation	Expected Outcomes
1302.43 A program must promote effective oral health hygiene by ensuring all children with teeth are assisted by appropriate staff, or volunteers, if available, in brushing their teeth with toothpaste containing fluoride once daily.	The Bakersfield College Child Development Center has not implemented tooth brushing to toddlers into their daily schedule	EHS Program Coordinator Content Area Specialist-Health Assistant Director of Head Start	June 2017 June 30, 2017 July 2017 and ongoing	Schedule meeting with Bakersfield College Director and review policy and current daily schedule Submit revised daily schedule Monitor program to ensure tooth brushing is taking place	• Meeting agenda • Sign-in • Current schedule • Tooth brushing procedure • Revised daily schedule • Monthly monitoring and self-assessment	Ensure tooth brushing is being incorporated into the daily schedule and to assist children with developing healthy habits.

Community Action Partnership of Kern
Head Start / State Child Development
Early Head Start Child Care Partnership Self-Assessment
2016-2017

Compliance Item: Nutrition

Compliance Items	Potential Areas of Non-Compliance	Person Responsible	Time Lines	Corrective Action	Documentation	Expected Outcomes
1302.47(a)(b)(2)(i)(6)(ii) All equipment and materials must at a minimum be clean and safe for children's use and are appropriately disinfected. All staff systematically and routinely implement hygiene practices that at a minimum ensure safe food preparation.	During the self-assessment, it was observed that the proper procedure for cleaning and sanitizing of tables was not being followed.	EHS Program Coordinator Content Area Specialist-Nutrition Assistant Director of Head Start Center Directors	June 2017 June and July 2017 Ongoing	Conduct meeting and review sanitizing procedure Provide training Ensure procedure is implemented	• Meeting agenda • Sign-in • Sanitizing procedure • Training agenda • Sign-in • Monthly monitoring and self-assessment	Ensure Performance Standards for cleanliness and disinfection are enforced.

Summary of 2016-2017 Self-Assessment process

The Early Head Start Child Care Partnership self-assessment was completed the week of March 20-24, 2017. A review of the self-assessment process was completed with key management staff.

Self-assessment teams were comprised of Head Start and Early Head Start staff. Staff completed folder reviews, site visits, and observations. Teams reviewed requirements of the program, including comprehensive services and fiscal oversight.

The self-assessment teams used the Health and Safety checklist which includes care and supervision, the ERSEA folder review form, and child's file review form. In addition, the self-assessment teams reviewed DRDP results and Plans of Action and ITERS scores and Plans of Actions.

The program self-assessment resulted in three program findings. The chief concern that came out of the self-assessment process was the need to ensure full enrollment at all times.

Through the self-assessment process, and conducting interviews with the Partners and Grantee, it has been determined that the Partnership grant has provided quality improvement systems. Funds have been used to improve and support the Partners' ability to manage their programs and implement a process of continuous program improvement.

The HS/EHS Assistant Director conducted follow-up meetings with key staff to ensure completion of the plans of action, including supporting documentation.

Policy Council approval will take place July 27, 2017

Board of Directors approval will take place July 19, 2017

COMMUNITY ACTION PARTNERSHIP OF KERN
MEMORANDUM

To: Policy Council

From: Donna Holland, Fiscal Administrator

Subject: Kern Head Start and Early Head Start
Budget to Actual Report for the Period Ended June 30, 2017

Date: July 27, 2017

The following are highlights of the Head Start/Early Head Start Budget to Actual Report for the period March 1, 2017 through June 30, 2017. Four months (33%) of the 12-month budget period have elapsed.

Base Funds

- Head Start **Personnel** and **Fringe Benefits** (27% and 30%) are lower than the percentage of the year elapsed because part-year employees were off work during the month of June.
- Head Start **Supplies** (44%) are purchased as needed throughout the year, rather than monthly.
- **Contractual** expenditures in Head Start (53%) and Early Head Start (15%) are incurred at intervals throughout the year, rather than monthly;

Training & Technical Assistance Funds

- CAPK Head Start was one of a few grantees invited by Office of Head Start Region IX to participate in trainings designed to provide strategies for working with difficult behaviors in the classroom. Approximately $6,700 of the Head Start **Travel** expense (128%) was for this purpose. Additional travel costs will be incurred, but the overall costs charged to Training and Technical assistance will not exceed the grant amount.
- Additional funds to supplement Head Start training expenses in the **Other** category (59%) are budgeted in the base grant.
- **Contractual** expenditures in Head Start (0%) and Early Head Start (24%) are incurred as needed, rather than monthly.

Duration Grant

CAPK has submitted its request to carry over Duration start-up funds that were awarded late in the prior budget period. The funds, in the amount of $508,006, will be used for the purchase of supplies, maintenance and repair of three additional classrooms, and playground shade and surface at two new locations.

Non-Federal Share

Total Non-Federal Share (the sum of California Department of Education funding and in-kind) is at 46% of budget.

- California Department of Education
  Actual and estimated non-federal revenues are at 55% of budget.

- In-Kind
  Year-to-date in-kind is at 39% of budget.

Community Action Partnership of Kern
Head Start and Early Head Start - Kern
Budget to Actual Report
Budget Period: March 1, 2017 - February 28, 2018
Report Period: March 1, 2017 - June 30, 2017
Month 4 of 12 (33%)

Prepared 07/10/2017

	HEAD START					EARLY HEAD START				
BASE FUNDS	**BUDGET**	**ACTUAL**	**REMAINING**	**% SPENT**	**% REMAINING**	**BUDGET**	**ACTUAL**	**REMAINING**	**% SPENT**	**% REMAINING**
PERSONNEL	9,995,228	2,715,795	7,279,433	27%	73%	2,127,767	655,002	1,472,765	31%	69%
FRINGE BENEFITS	2,992,014	906,447	2,085,567	30%	70%	638,330	200,896	437,434	31%	69%
TRAVEL	0	0	0			0	0	0		
EQUIPMENT	0	0	0			0	0	0		
SUPPLIES	1,026,270	454,167	572,103	44%	56%	376,583	108,441	268,142	29%	71%
CONTRACTUAL	47,110	24,922	22,188	53%	47%	23,390	3,537	19,853	15%	85%
CONSTRUCTION	0	0	0			0	0	0		
OTHER	3,523,700	1,001,339	2,522,361	28%	72%	429,129	179,827	249,302	42%	58%
INDIRECT	1,696,014	490,618	1,205,396	29%	71%	354,795	113,020	241,775	32%	68%
TOTAL BASE FUNDING	**19,280,336**	**5,593,288**	**13,687,048**	**29%**	**71%**	**3,949,994**	**1,260,723**	**2,689,271**	**32%**	**68%**
TRAINING & TECHNICAL ASSISTANCE										
TRAVEL	19,322	24,672	(5,350)	128%	-28%	39,954	10,330	29,624	26%	74%
SUPPLIES	20,812	5,105	15,707	25%	75%	9,981	1,393	8,588	14%	86%
CONTRACTUAL	18,485	0	18,485	0%	100%	15,689	3,825	11,864	24%	76%
OTHER	73,517	43,343	30,174	59%	41%	22,561	8,855	13,706	39%	61%
INDIRECT	13,214	7,266	5,948	55%	45%	8,819	2,433	6,386	28%	72%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**145,350**	**80,387**	**64,963**	**55%**	**45%**	**97,004**	**26,837**	**70,167**	**28%**	**72%**
DURATION GRANT CARRYOVER (FORMERLY "START-UP") pending Federal approval										
EQUIPMENT		0	0							
SUPPLIES		0	0							
OTHER		0	0							
INDIRECT		0	0							
TOTAL TRAINING & TECHNICAL ASSISTANCE	**0**	**0**	**0**							
GRAND TOTAL HS/EHS FEDERAL FUNDS	**19,425,686**	**5,673,675**	**13,752,011**	**29%**	**71%**	**4,046,998**	**1,287,559**	**2,759,439**	**32%**	**68%**

HEAD START and EARLY HEAD START KERN NON-FEDERAL SHARE

SOURCE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
CALIF DEPT OF ED	2,818,027	1,537,263	1,280,764	55%	45%
IN-KIND	3,050,144	1,190,269	1,859,875	39%	61%
TOTAL NON-FEDERAL	**5,868,171**	**2,727,532**	**3,140,639**	**46%**	**54%**

Centralized Administrative Cost	6.3%
Program Administrative Cost	3.0%
Total Administrative Cost	**9.3%**

Budget reflects the projected annual funding level in Fiscal Year 2017 (Notice of Award #09CH9142-04-00)
Actual expenditures include posted expenditures and estimated adjustments through 06/30/2017.

Agency-Wide Credit Card Report

	CURRENT	1 TO 30	31 TO 60	61 TO 90	OVER 90
Bank of America	10,104				
Lowe's	5,504				
Save Mart	3,932				
Smart & Final	192				
Chevron & Texaco Business Card	5,606				
Home Depot	5,697				
	31,035	**0**	**0**	**0**	**0**

CREDITS	TOTAL	STATEMENT DATE
	10,104	6/21/2017
	5,504	6/25/2017
	3,932	6/25/2017
	192	6/30/2017
	5,606	7/5/2017
	5,697	7/5/2017
0	**31,035**	

Community Action Partnership of Kern
Head Start and Early Head Start
Non-Federal Share and In-Kind
Budget Period: March 1, 2017 through February 28, 2018
Report for period ending June 30, 2017 (Month 4 of 12)

Percent of year elapsed: **33%**

LOCATION	FUNDED ENROLL-MENT	March	April	May	June	YTD Totals	IN-KIND GOAL	% OF GOAL MET
Alberta Dillard	68	17,235	14,278	7,823	0	39,336	88,698	44%
Alicante	34	8,933	3,798	1,981	0	14,713	44,349	33%
Buttonwillow	20	2,742	1,832	903	0	5,478	26,088	21%
California City	34	7,464	5,967	2,640	0	16,071	44,349	36%
Casa Loma	34	10,045	5,902	3,417	0	19,364	44,349	44%
Cleo Foran	34	7,624	6,949	3,950	0	18,523	44,349	42%
Delano	90	16,824	12,985	10,073	37	39,919	117,395	34%
East California	70	13,042	7,973	5,477	0	26,493	91,307	29%
Fairfax	40	14,732	11,648	7,741	0	34,121	52,175	65%
Fairview	34	4,848	3,329	3,022	0	11,198	44,349	25%
Faith Avenue	34	13,062	8,485	6,670	0	28,216	44,349	64%
Franklin	24	5,953	4,296	2,617	45	12,911	31,305	41%
Heritage Park	34	12,084	10,752	7,261	0	30,097	44,349	68%
Home Base	249	23,899	21,309	12,320	4,736	62,265	162,396	38%
Lamont	34	9,115	5,854	3,225	0	18,194	44,349	41%
Lost Hills	20	3,195	1,763	1,560	0	6,519	26,088	25%
Martha J. Morgan	83	27,956	22,725	13,972	0	64,653	108,264	60%
McFarland	20	5,400	4,732	1,711	0	11,843	26,088	45%
Mojave	34	5,884	2,935	1,109	0	9,928	44,349	22%
Noble	34	7,130	5,708	3,486	0	16,324	44,349	37%
Oasis	60	6,568	6,949	2,245	0	15,763	78,263	20%
Oildale	34	9,626	7,108	3,628	0	20,362	44,349	46%
Pacific	62	12,190	9,953	6,959	3,160	32,262	80,872	40%
Pete H. Parra	148	18,018	17,785	14,195	104	50,102	193,049	26%
Pioneer	34	8,234	6,887	3,547	0	18,668	44,349	42%
Planz	34	12,344	9,988	4,851	0	27,184	44,349	61%
Primeros Pasos	76	13,509	11,013	10,928	5,800	41,250	99,133	42%
Rafer Johnson	34	7,010	4,290	1,382	0	12,682	44,349	29%
Roosevelt	34	11,919	10,962	5,653	0	28,533	44,349	64%
Rosamond	75	22,378	18,460	7,932	0	48,770	97,829	50%
San Diego Street	48	11,089	10,871	10,419	10,052	42,431	62,610	68%
Seibert	34	4,457	4,656	2,920	0	12,033	44,349	27%
Shafter	34	4,257	4,019	2,801	0	11,077	44,349	25%
Shafter HS/EHS	36	5,894	5,073	4,436	3,322	18,724	46,958	40%
Stella Hills	34	9,153	7,612	2,720	0	19,485	44,349	44%
Sterling	103	20,515	17,254	16,347	7,833	61,949	134,352	46%
Stine Road	123	18,162	16,204	19,189	13,910	67,465	160,439	42%
Sunrise Villa	34	17,097	13,051	6,550	0	36,697	44,349	83%
Taft	54	12,166	8,538	5,262	0	25,966	70,437	37%
Tehachapi	34	8,461	7,372	3,800	0	19,633	44,349	44%
Vineland	20	7,955	4,026	1,925	0	13,906	26,088	53%
Virginia	34	9,882	6,594	3,576	0	20,052	44,349	45%
Wesley	60	8,676	5,052	1,900	0	15,628	78,263	20%
Williams	34	8,701	6,370	2,440	0	17,511	44,349	39%
Willow	72	11,499	9,455	4,751	0	25,705	93,916	27%
Administrative Services		0	0	0	0	0	0	NA
Program Services		0	0	0	0	0	69,535	0%
Policy Council and RPC		125	97	35	9	266	52,917	1%
SUBTOTAL IN-KIND	**2,369**	**497,052**	**392,859**	**251,350**	**49,008**	**1,190,269**	**3,050,144**	**39%**
State General Child Care*		122,967	102,229	122,920	121,327	469,444	929,949	50%
State Preschool*		311,431	230,967	311,406	126,301	980,105	1,718,996	57%
State Migrant Child Care*		14,552	15,236	29,786	28,140	87,714	169,082	52%
SUBTOTAL CA DEPT of ED		**448,950**	**348,432**	**464,112**	**275,769**	**1,537,263**	**2,818,027**	**55%**
GRAND TOTAL		**946,002**	**741,291**	**715,462**	**324,777**	**2,727,532**	**5,868,171**	**46%**

*May include estimates

COMMUNITY ACTION PARTNERSHIP OF KERN
MEMORANDUM

To: Policy Council

From: Donna Holland, Fiscal Administrator

Subject: San Joaquin Early Head Start
Budget to Actual Report for the Period Ended June 30, 2017

Date: July 27, 2017

The following are highlights of the San Joaquin Early Head Start Budget to Actual Report for the period February 1, 2017 through June 30, 2017. Five months (42%) of the 12-month budget period have elapsed.

Base Funds

Expenditures in most categories are on track for this point in the budget period.

- Costs of **Travel** associated with monthly support are less than budgeted.
- Purchases of **Supplies** are as needed and typically not made evenly throughout the year.
- Costs of **Contractual** services are less than budgeted.

Training & Technical Assistance Funds

Overall expenditures are less than the percentage of the budget period elapsed.

- Costs of **Travel** include the expenses of providing transportation to Bakersfield and lodging for 56 San Joaquin staff attending the CAPK Staff Development Day. This event was not itemized in the original budget.
- Purchases of **Supplies** are as needed and typically not made evenly throughout the year.
- Costs of consultants for annual pre-service training have exhausted the **Contractual** budget.
- Expenses in the **Other** category include the cost of the venue for training provided to San Joaquin staff on the day following the CAPK Staff Development Day. This event was not itemized in the original budget.

Non-Federal Share

Non-Federal Share is at 34% of budget. This is an improvement over the in-kind amounts recorded during the earlier months of operating the San Joaquin grant, and is the direct result of the commitment of San Joaquin staff to seeking community resources and supporting parent volunteers.

Community Action Partnership of Kern
Early Head Start - San Joaquin County
Budget to Actual Report
Budget Period: February 1, 2017 - January 31, 2018
Report Period: February 1, 2017 - June 30, 2017
Month 5 of 12 (42%)

Prepared 07/10/2017

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	3,065,456	1,163,309	1,902,147	38%	62%
FRINGE BENEFITS	762,444	291,210	471,234	38%	62%
TRAVEL	20,232	6,076	14,156	30%	70%
EQUIPMENT	0	0	0		
SUPPLIES	142,025	98,981	43,044	70%	30%
CONTRACTUAL	5,000	1,541	3,459	31%	69%
CONSTRUCTION	0	0	0		
OTHER	524,403	262,769	261,634	50%	50%
INDIRECT	476,784	172,844	303,940	36%	64%
TOTAL	**4,996,344**	**1,996,730**	**2,999,614**	**40%**	**60%**

TRAINING & TECHNICAL ASSISTANCE FUNDS					
TRAVEL	14,475	7,441	7,034	51%	49%
SUPPLIES	16,404	1,167	15,237	7%	93%
CONTRACTUAL	19,823	20,300	(477)	102%	-2%
OTHER	23,005	11,245	11,760	49%	51%
INDIRECT	8,190	4,015	4,175	49%	51%
TOTAL	**81,897**	**44,168**	**37,729**	**54%**	**46%**

GRAND TOTAL EHS FEDERAL FUNDS	**5,078,241**	**2,040,898**	**3,037,343**	**40%**	**60%**

NON-FEDERAL SHARE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	1,269,560	426,825	842,735	34%	66%
TOTAL NON-FEDERAL FUNDS	**1,269,560**	**426,825**	**842,735**	**34%**	**66%**

Centralized Administrative Cost	7.2%
Program Administrative Cost	1.4%
Total Administrative Cost	**8.6%**

Budget reflects the projected annual funding level in Fiscal Year 2017 (Notice of Award #09CH010071-03-01)
Actual expenditures include posted expenditures and estimated adjustments through 06/30/2017

COMMUNITY ACTION PARTNERSHIP OF KERN
MEMORANDUM

To: Policy Council

From: Donna Holland, Fiscal Administrator

Subject: Early Head Start Child Care Partnerships
Budget to Actual Report for the Period Ended June 30, 2017

Date: July 27, 2017

The following are highlights of the Early Head Start Child Care Partnerships Budget to Actual Report for the period September 1, 2016 through June 30, 2017. Ten months (83%) of the 12-month budget period have elapsed.

Base Funds
Staff estimate that by year-end (August 31, 2017), costs of **Personnel and Fringe Benefits** will be close to budget.

Costs of classroom and curriculum **Supplies** are in excess of budget by $4,761. This amount includes (1) a late shipment that was received after the last day of the prior budget period; and (2) a purchase that was originally intended to be charged to the Carryover Funds.

Staff estimate that by year-end, costs in the **Contractual** category will be under budget by $19,790. This is due to temporary under-enrollment of children earlier in the budget period, which resulted in decreased payments to contractors providing the child care services.

Costs in the **Other** category are estimated to be $924 less than budget by year-end.

Total base costs overall are slightly under budget.

Carryover Funds
CAPK staff continue to work with its child care partners to expend the carryover funds for playground improvements, additional classroom and curriculum supplies, building maintenance and repair.

Training & Technical Assistance (T&TA)
Overall expenditures are at 79% of budget; staff expect to fully expend these funds by year-end.

Non-Federal Share
With 83% of the year elapsed, total Non-Federal Share is at 84% of budget.

Community Action Partnership of Kern
Early Head Start - Child Care Partnerships
Budget to Actual Report
Budget Period: September 1, 2016 - August 31, 2017
Report Period: September 1, 2016 - June 30, 2017
Month 10 of 12 (83%)

Prepared 07/10/2017

BASE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	122,245	107,563	14,682	88%	12%
FRINGE BENEFITS	28,705	24,430	4,275	85%	15%
TRAVEL	0	0	0		
EQUIPMENT	0	0	0		
SUPPLIES	1,650	6,411	(4,761)	389%	-289%
CONTRACTUAL	459,322	359,623	99,699	78%	22%
CONSTRUCTION	0	0	0		
OTHER	9,990	7,202	2,788	72%	28%
INDIRECT	62,184	50,488	11,696	81%	19%
TOTAL BASE FUNDING	**684,096**	**555,716**	**128,380**	**81%**	**19%**

CARRYOVER FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
PERSONNEL	0	0	0		
FRINGE BENEFITS	0	0	0		
TRAVEL	0	0	0		
EQUIPMENT	115,000	0	115,000	0%	100%
SUPPLIES	83,333	49,455	33,878	59%	41%
CONTRACTUAL	0	0	0		
CONSTRUCTION	0	0	0		
OTHER	100,000	0	100,000	0%	100%
INDIRECT	16,667	4,945	11,722	30%	70%
TOTAL CARRYOVER FUNDING	**315,000**	**54,400**	**260,600**	**17%**	**83%**

TRAINING & TECHNICAL ASSISTANCE FUNDS	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
TRAVEL	5,294	7,900	(2,606)	149%	-49%
SUPPLIES	16,233	434	15,799	3%	97%
CONTRACTUAL	0	0	0		
OTHER	38,000	37,628	372	99%	1%
INDIRECT	4,273	4,596	(323)	108%	-8%
TOTAL TRAINING & TECHNICAL ASSISTANCE	**63,800**	**50,558**	**13,242**	**79%**	**21%**

GRAND TOTAL FEDERAL FUNDS	**1,062,896**	**660,675**	**402,221**	**62%**	**38%**

NON-FEDERAL SHARE	BUDGET	ACTUAL	REMAINING	% SPENT	% REMAINING
IN-KIND	175,224	146,471	28,753	84%	16%
TOTAL NON-FEDERAL FUNDS	**175,224**	**146,471**	**28,753**	**84%**	**16%**

Centralized Administrative Cost	7.4%
Program Administrative Cost	1.2%
Total Administrative Cost	**8.7%**

Budget reflects Notice of Award #09HP0036-02-01.

Actual expenditures include posted expenditures and estimated adjustments through 06/30/2017.

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT LOCAL TRAVEL & CHILD CARE
2017-2018

KERN HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2017	$ 9,688.00	$ 544.82	$ 544.82	$ 9,143.18	8%	6%
APRIL 2017	$ 9,143.18	$ 925.24	$ 1,470.06	$ 8,217.94	17%	15%
MAY 2017	$ 8,217.94	$ 522.51	$ 1,992.57	$ 7,695.43	25%	21%
JUNE 2017	$ 7,695.43	$ 361.92	$ 2,354.49	$ 7,333.51	33%	24%
JULY 2017	$ 7,333.51		$ 2,354.49	$ 7,333.51	42%	
AUGUST 2017	$ 7,333.51		$ 2,354.49	$ 7,333.51	50%	
SEPTEMBER 2017	$ 7,333.51		$ 2,354.49	$ 7,333.51	58%	
OCTOBER 2017	$ 7,333.51		$ 2,354.49	$ 7,333.51	67%	
NOVEMBER 2017	$ 7,333.51		$ 2,354.49	$ 7,333.51	75%	
DECEMBER 2017	$ 7,333.51		$ 2,354.49	$ 7,333.51	83%	
JANUARY 2018	$ 7,333.51		$ 2,354.49	$ 7,333.51	92%	
FEBRUARY 2018	$ 7,333.51		$ 2,354.49	$ 7,333.51	100%	

KERN EARLY HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2017	$ 1,162.00	$ 88.67	$ 88.67	$ 1,073.33	8%	8%
APRIL 2017	$ 1,073.33	$ 149.15	$ 237.82	$ 924.18	17%	20%
MAY 2017	$ 924.18	$ 85.02	$ 322.84	$ 839.16	25%	28%
JUNE 2017	$ 839.16	$ 58.91	$ 381.75	$ 780.25	33%	33%
JULY 2017	$ 780.25		$ 381.75	$ 780.25	42%	
AUGUST 2017	$ 780.25		$ 381.75	$ 780.25	50%	
SEPTEMBER 2017	$ 780.25		$ 381.75	$ 780.25	58%	
OCTOBER 2017	$ 780.25		$ 381.75	$ 780.25	67%	
NOVEMBER 2017	$ 780.25		$ 381.75	$ 780.25	75%	
DECEMBER 2017	$ 780.25		$ 381.75	$ 780.25	83%	
JANUARY 2018	$ 780.25		$ 381.75	$ 780.25	92%	
FEBRUARY 2018	$ 780.25		$ 381.75	$ 780.25	100%	

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT LOCAL TRAVEL & CHILD CARE
2017-2018

SAN JOAQUIN EARLY HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
FEBRUARY 2017	$ 500.00	$ 6.96	$ 6.96	$ 493.04	8%	1%
MARCH 2017	$ 493.04	$ -	$ 6.96	$ 493.04	17%	1%
APRIL 2017	$ 493.04	$ 17.66	$ 24.62	$ 475.38	25%	5%
MAY 2017	$ 475.38	$ 8.03	$ 32.65	$ 467.35	33%	7%
JUNE 2017	$ 467.35	$ -	$ 32.65	$ 467.35	42%	7%
JULY 2017	$ 467.35		$ 32.65	$ 467.35	50%	
AUGUST 2017	$ 467.35		$ 32.65	$ 467.35	58%	
SEPTEMBER 2017	$ 467.35		$ 32.65	$ 467.35	67%	
OCTOBER 2017	$ 467.35		$ 32.65	$ 467.35	75%	
NOVEMBER 2017	$ 467.35		$ 32.65	$ 467.35	83%	
DECEMBER 2017	$ 467.35		$ 32.65	$ 467.35	92%	
JANUARY 2018	$ 467.35		$ 32.65	$ 467.35	100%	

EARLY HEAD START CHILD CARE PARTNERSHIPS

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
SEPTEMBER 2016	$ -	$ 6.48	$ 6.48	$ (6.48)	8%	1%
OCTOBER 2016	$ (6.48)	$ 102.42	$ 108.90	$ (108.90)	17%	22%
NOVEMBER 2016	$ (108.90)	$ -	$ 108.90	$ (108.90)	25%	22%
DECEMBER 2016	$ (108.90)	$ -	$ 108.90	$ (108.90)	33%	22%
JANUARY 2017	$ (108.90)	$ 37.03	$ 145.93	$ (145.93)	42%	29%
FEBRUARY 2017	$ (145.93)	$ 20.19	$ 166.12	$ (166.12)	50%	33%
MARCH 2017	$ (166.12)	$ -	$ 166.12	$ (166.12)	58%	33%
APRIL 2017	$ (166.12)	$ -	$ 166.12	$ (166.12)	67%	33%
MAY 2017	$ (166.12)	$ 60.58	$ 226.70	$ (226.70)	75%	45%
JUNE 2017	$ (226.70)	$ -	$ 226.70	$ (226.70)	83%	45%
JULY 2017	$ (226.70)		$ 226.70	$ (226.70)	92%	
AUGUST 2017	$ (226.70)		$ 226.70	$ (226.70)	100%	

Prepared by Donna Holland
July 11, 2017

COMMUNITY ACTION PARTNERSHIP OF KERN
VIAJES LOCALES DE LOS PADRES y CUIDADO DE NINOS
2017-2018

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 2017	$ 9,688.00	$ 544.82	$ 544.82	$ 9,143.18	8%	6%
ABRIL DEL 2017	$ 9,143.18	$ 925.24	$ 1,470.06	$ 8,217.94	17%	15%
MAYO DEL 2017	$ 8,217.94	$ 522.51	$ 1,992.57	$ 7,695.43	25%	21%
JUNIO DEL 2017	$ 7,695.43	$ 361.92	$ 2,354.49	$ 7,333.51	33%	24%
JULIO DEL 2017	$ 7,333.51	$ -	$ 2,354.49	$ 7,333.51	42%	
AGOSTO DEL 2017	$ 7,333.51	$ -	$ 2,354.49	$ 7,333.51	50%	
SEPTIEMBRE DEL 2017	$ 7,333.51	$ -	$ 2,354.49	$ 7,333.51	58%	
OCTUBRE DEL 2017	$ 7,333.51	$ -	$ 2,354.49	$ 7,333.51	67%	
NOVIEMBRE DEL 2017	$ 7,333.51	$ -	$ 2,354.49	$ 7,333.51	75%	
DICIEMBRE DEL 2017	$ 7,333.51	$ -	$ 2,354.49	$ 7,333.51	83%	
ENERO DEL 2018	$ 7,333.51	$ -	$ 2,354.49	$ 7,333.51	92%	
FEBRERO DEL 2018	$ 7,333.51	$ -	$ 2,354.49	$ 7,333.51	100%	

KERN EARLY HEAD START

MES	BALANCE INICIAL	LO QUE SE GASTO ESTE MES	LO QUE SE HA GASTADO HASTA ESTE ANO	SALDO RESTANTE	PORCEN-TAJE DEL ANO TRANSCUR-RIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
MARZO DEL 2017	$ 1,162.00	$ 88.67	$ 88.67	$ 1,073.33	8%	8%
ABRIL DEL 2017	$ 1,073.33	$ 149.15	$ 237.82	$ 924.18	17%	20%
MAYO DEL 2017	$ 924.18	$ 85.02	$ 322.84	$ 839.16	25%	28%
JUNIO DEL 2017	$ 839.16	$ 58.91	$ 381.75	$ 780.25	33%	33%
JULIO DEL 2017	$ 780.25	$ -	$ 381.75	$ 780.25	42%	
AGOSTO DEL 2017	$ 780.25	$ -	$ 381.75	$ 780.25	50%	
SEPTIEMBRE DEL 2017	$ 780.25	$ -	$ 381.75	$ 780.25	58%	
OCTUBRE DEL 2017	$ 780.25	$ -	$ 381.75	$ 780.25	67%	
NOVIEMBRE DEL 2017	$ 780.25	$ -	$ 381.75	$ 780.25	75%	
DICIEMBRE DEL 2017	$ 780.25	$ -	$ 381.75	$ 780.25	83%	
ENERO DEL 2018	$ 780.25	$ -	$ 381.75	$ 780.25	92%	
FEBRERO DEL 2018	$ 780.25	$ -	$ 381.75	$ 780.25	100%	

COMMUNITY ACTION PARTNERSHIP OF KERN
VIAJES LOCALES DE LOS PADRES y CUIDADO DE NINOS
2017-2018

SAN JOAQUIN EARLY HEAD START

MES	BALANCE INICIAL	LO QUE SE GASTO ESTE MES	LO QUE SE HA GASTADO HASTA ESTE ANO	SALDO RESTANTE	PORCEN-TAJE DEL ANO TRANSCUR-RIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
FEBRERO DEL 2017	$ 500.00	$ 6.96	$ 6.96	$ 493.04	8%	1%
MARZO DEL 2017	$ 493.04	$ -	$ -	$ 493.04	17%	1%
ABRIL DEL 2017	$ 493.04	$ 17.66	$ 17.66	$ 475.38	25%	5%
MAYO DEL 2017	$ 475.38	$ 8.03	$ 8.03	$ 467.35	33%	7%
JUNIO DEL 2017	$ 467.35	$ -	$ -	$ 467.35	42%	7%
JULIO DEL 2017	$ 467.35	$ -	$ -	$ 467.35	50%	
AGOSTO DEL 2017	$ 467.35	$ -	$ -	$ 467.35	58%	
SEPTIEMBRE DEL 2017	$ 467.35	$ -	$ -	$ 467.35	67%	
OCTUBRE DEL 2017	$ 467.35	$ -	$ -	$ 467.35	75%	
NOVIEMBRE DEL 2017	$ 467.35	$ -	$ -	$ 467.35	83%	
DICIEMBRE DEL 2017	$ 467.35	$ -	$ -	$ 467.35	92%	
ENERO DEL 2018	$ 467.35	$ -	$ -	$ 467.35	100%	

EARLY HEAD START CHILD CARE PARTNERSHIPS

MES	BALANCE INICIAL	LO QUE SE GASTO ESTE MES	LO QUE SE HA GASTADO HASTA ESTE ANO	SALDO RESTANTE	PORCEN-TAJE DEL ANO TRANSCUR-RIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
SEPTIEMBRE DEL 2016	$ -	$ 6.48	$ 6.48	$ (6.48)	8%	1%
OCTUBRE DEL 2016	$ (6.48)	$ 102.42	$ 102.42	$ (108.90)	17%	22%
NOVIEMBRE DEL 2016	$ (108.90)	$ -	$ -	$ (108.90)	25%	22%
DICIEMBRE DEL 2016	$ (108.90)	$ -	$ -	$ (108.90)	33%	22%
ENERO DEL 2017	$ (108.90)	$ 37.03	$ 37.03	$ (145.93)	42%	29%
FEBRERO DEL 2017	$ (145.93)	$ 20.19	$ 20.19	$ (166.12)	50%	33%
MARZO DEL 2017	$ (166.12)	$ -	$ -	$ (166.12)	58%	33%
ABRIL DEL 2017	$ (166.12)	$ -	$ -	$ (166.12)	67%	33%
MAYO DEL 2017	$ (166.12)	$ 60.58	$ 60.58	$ (226.70)	75%	45%
JUNIO DEL 2017	$ (226.70)	$ -	$ -	$ (226.70)	83%	45%
JULIO DEL 2017	$ (226.70)	$ -	$ -	$ (226.70)	92%	
AGOSTO DEL 2017	$ (226.70)	$ -	$ -	$ (226.70)	100%	

Preparado por Donna Holland
11 de julio 2017

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT ACTIVITIES
2017-2018

KERN HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2017	$ 37,352.00	$ 235.96	$ 235.96	$ 37,116.04	8%	1%
APRIL 2017	$ 37,116.04	$ 686.70	$ 922.66	$ 36,429.34	17%	2%
MAY 2017	$ 36,429.34	$ 327.14	$ 1,249.80	$ 36,102.20	25%	3%
JUNE 2017	$ 36,102.20	$ 248.98	$ 1,498.78	$ 35,853.22	33%	4%
JULY 2017	$ 35,853.22		$ 1,498.78	$ 35,853.22	42%	
AUGUST 2017	$ 35,853.22		$ 1,498.78	$ 35,853.22	50%	
SEPTEMBER 2017	$ 35,853.22		$ 1,498.78	$ 35,853.22	58%	
OCTOBER 2017	$ 35,853.22		$ 1,498.78	$ 35,853.22	67%	
NOVEMBER 2017	$ 35,853.22		$ 1,498.78	$ 35,853.22	75%	
DECEMBER 2017	$ 35,853.22		$ 1,498.78	$ 35,853.22	83%	
JANUARY 2018	$ 35,853.22		$ 1,498.78	$ 35,853.22	92%	
FEBRUARY 2018	$ 35,853.22		$ 1,498.78	$ 35,853.22	100%	

KERN EARLY HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2017	$ 6,038.00	$ 36.79	$ 36.79	$ 6,001.21	8%	1%
APRIL 2017	$ 6,001.21	$ 111.80	$ 148.59	$ 5,889.41	17%	2%
MAY 2017	$ 5,889.41	$ 36.86	$ 185.45	$ 5,852.55	25%	3%
JUNE 2017	$ 5,852.55	$ 40.52	$ 225.97	$ 5,812.03	33%	4%
JULY 2017	$ 5,812.03		$ 225.97	$ 5,812.03	42%	
AUGUST 2017	$ 5,812.03		$ 225.97	$ 5,812.03	50%	
SEPTEMBER 2017	$ 5,812.03		$ 225.97	$ 5,812.03	58%	
OCTOBER 2017	$ 5,812.03		$ 225.97	$ 5,812.03	67%	
NOVEMBER 2017	$ 5,812.03		$ 225.97	$ 5,812.03	75%	
DECEMBER 2017	$ 5,812.03		$ 225.97	$ 5,812.03	83%	
JANUARY 2018	$ 5,812.03		$ 225.97	$ 5,812.03	92%	
FEBRUARY 2018	$ 5,812.03		$ 225.97	$ 5,812.03	100%	

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT ACTIVITIES
2017-2018

SAN JOAQUIN EARLY HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
FEBRUARY 2017	$ 8,550.00	$ 78.95	$ 78.95	$ 8,471.05	8%	1%
MARCH 2017	$ 8,471.05	$ 50.60	$ 129.55	$ 8,420.45	17%	2%
APRIL 2017	$ 8,420.45	$ 31.84	$ 161.39	$ 8,388.61	25%	2%
MAY 2017	$ 8,388.61	$ 60.71	$ 222.10	$ 8,327.90	33%	3%
JUNE 2017	$ 8,327.90	$ 74.02	$ 296.12	$ 8,253.88	42%	3%
JULY 2017	$ 8,253.88		$ 296.12	$ 8,253.88	50%	
AUGUST 2017	$ 8,253.88		$ 296.12	$ 8,253.88	58%	
SEPTEMBER 2017	$ 8,253.88		$ 296.12	$ 8,253.88	67%	
OCTOBER 2017	$ 8,253.88		$ 296.12	$ 8,253.88	75%	
NOVEMBER 2017	$ 8,253.88		$ 296.12	$ 8,253.88	83%	
DECEMBER 2017	$ 8,253.88		$ 296.12	$ 8,253.88	92%	
JANUARY 2018	$ 8,253.88		$ 296.12	$ 8,253.88	100%	

EARLY HEAD START CHILD CARE PARTNERSHIPS

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
SEPTEMBER 2016	$ 560.00	$ 25.00	$ 25.00	$ 535.00	8%	4%
OCTOBER 2016	$ 535.00	$ 11.16	$ 36.16	$ 523.84	17%	6%
NOVEMBER 2016	$ 523.84	$ 41.79	$ 77.95	$ 482.05	25%	14%
DECEMBER 2016	$ 482.05	$ 16.74	$ 94.69	$ 465.31	33%	17%
JANUARY 2017	$ 465.31	$ 42.07	$ 136.76	$ 423.24	42%	24%
FEBRUARY 2017	$ 423.24	$ 15.92	$ 152.68	$ 407.32	50%	27%
MARCH 2017	$ 407.32	$ 13.25	$ 165.93	$ 394.07	58%	30%
APRIL 2017	$ 394.07	$ 24.62	$ 190.55	$ 369.45	67%	34%
MAY 2017	$ 369.45	$ 39.96	$ 230.51	$ 329.49	75%	41%
JUNE 2017	$ 329.49	$ -	$ 230.51	$ 329.49	83%	41%
JULY 2017	$ 329.49		$ 230.51	$ 329.49	92%	
AUGUST 2017	$ 329.49		$ 230.51	$ 329.49	100%	

Prepared by Donna Holland
July 11, 2017

COMMUNITY ACTION PARTNERSHIP OF KERN
ACTIVIDADES DE LOS PADRES
2017-2018

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 2017	$ 37,352.00	$ 235.96	$ 235.96	$ 37,116.04	8%	1%
ABRIL DEL 2017	$ 37,116.04	$ 686.70	$ 922.66	$ 36,429.34	17%	2%
MAYO DEL 2017	$ 36,429.34	$ 327.14	$ 1,249.80	$ 36,102.20	25%	3%
JUNIO DEL 2017	$ 36,102.20	$ 248.98	$ 1,498.78	$ 35,853.22	33%	4%
JULIO DEL 2017	$ 35,853.22	$ -	$ 1,498.78	$ 35,853.22	42%	
AGOSTO DEL 2017	$ 35,853.22	$ -	$ 1,498.78	$ 35,853.22	50%	
SEPTIEMBRE DEL 2017	$ 35,853.22	$ -	$ 1,498.78	$ 35,853.22	58%	
OCTUBRE DEL 2017	$ 35,853.22	$ -	$ 1,498.78	$ 35,853.22	67%	
NOVIEMBRE DEL 2017	$ 35,853.22	$ -	$ 1,498.78	$ 35,853.22	75%	
DICIEMBRE DEL 2017	$ 35,853.22	$ -	$ 1,498.78	$ 35,853.22	83%	
ENERO DEL 2018	$ 35,853.22	$ -	$ 1,498.78	$ 35,853.22	92%	
FEBRERO DEL 2018	$ 35,853.22	$ -	$ 1,498.78	$ 35,853.22	100%	

KERN EARLY HEAD START

MES	BALANCE INICIAL	LO QUE SE GASTO ESTE MES	LO QUE SE HA GASTADO HASTA ESTE ANO	SALDO RESTANTE	PORCEN-TAJE DEL ANO TRANSCUR-RIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
MARZO DEL 2017	$ 6,038.00	$ 36.79	$ 36.79	$ 6,001.21	8%	1%
ABRIL DEL 2017	$ 6,001.21	$ 111.80	$ 148.59	$ 5,889.41	17%	2%
MAYO DEL 2017	$ 5,889.41	$ 36.86	$ 185.45	$ 5,852.55	25%	3%
JUNIO DEL 2017	$ 5,852.55	$ 40.52	$ 225.97	$ 5,812.03	33%	4%
JULIO DEL 2017	$ 5,812.03	$ -	$ 225.97	$ 5,812.03	42%	
AGOSTO DEL 2017	$ 5,812.03	$ -	$ 225.97	$ 5,812.03	50%	
SEPTIEMBRE DEL 2017	$ 5,812.03	$ -	$ 225.97	$ 5,812.03	58%	
OCTUBRE DEL 2017	$ 5,812.03	$ -	$ 225.97	$ 5,812.03	67%	
NOVIEMBRE DEL 2017	$ 5,812.03	$ -	$ 225.97	$ 5,812.03	75%	
DICIEMBRE DEL 2017	$ 5,812.03	$ -	$ 225.97	$ 5,812.03	83%	
ENERO DEL 2018	$ 5,812.03	$ -	$ 225.97	$ 5,812.03	92%	
FEBRERO DEL 2018	$ 5,812.03	$ -	$ 225.97	$ 5,812.03	100%	

COMMUNITY ACTION PARTNERSHIP OF KERN
ACTIVIDADES DE LOS PADRES
2017-2018

SAN JOAQUIN EARLY HEAD START

MES	BALANCE INICIAL	LO QUE SE GASTO ESTE MES	LO QUE SE HA GASTADO HASTA ESTE ANO	SALDO RESTANTE	PORCEN-TAJE DEL ANO TRANSCUR-RIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
FEBRERO DEL 2016	$ 8,550.00	$ 78.95	$ 78.95	$ 8,471.05	8%	1%
MARZO DEL 2016	$ 8,471.05	$ 50.60	$ 129.55	$ 8,420.45	17%	2%
ABRIL DEL 2016	$ 8,420.45	$ 31.84	$ 161.39	$ 8,388.61	25%	2%
MAYO DEL 2016	$ 8,388.61	$ 60.71	$ 222.10	$ 8,327.90	33%	3%
JUNIO DEL 2016	$ 8,327.90	$ 74.02	$ 296.12	$ 8,253.88	42%	3%
JULIO DEL 2016	$ 8,253.88	$ -	$ 296.12	$ 8,253.88	50%	
AGOSTO DEL 2016	$ 8,253.88	$ -	$ 296.12	$ 8,253.88	58%	
SEPTIEMBRE DEL 2016	$ 8,253.88	$ -	$ 296.12	$ 8,253.88	67%	
OCTUBRE DEL 2016	$ 8,253.88	$ -	$ 296.12	$ 8,253.88	75%	
NOVIEMBRE DEL 2016	$ 8,253.88	$ -	$ 296.12	$ 8,253.88	83%	
DICIEMBRE DEL 2016	$ 8,253.88	$ -	$ 296.12	$ 8,253.88	92%	
ENERO DEL 2017	$ 8,253.88	$ -	$ 296.12	$ 8,253.88	100%	

EARLY HEAD START CHILD CARE PARTNERSHIPS

MES	BALANCE INICIAL	LO QUE SE GASTO ESTE MES	LO QUE SE HA GASTADO HASTA ESTE ANO	SALDO RESTANTE	PORCEN-TAJE DEL ANO TRANSCUR-RIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
SEPTIEMBRE DEL 2016	$ 560.00	$ 25.00	$ 25.00	$ 535.00	8%	4%
OCTUBRE DEL 2016	$ 535.00	$ 11.16	$ 36.16	$ 523.84	17%	6%
NOVIEMBRE DEL 2016	$ 523.84	$ 41.79	$ 77.95	$ 482.05	25%	14%
DICIEMBRE DEL 2016	$ 482.05	$ 16.74	$ 94.69	$ 465.31	33%	17%
ENERO DEL 2017	$ 465.31	$ 42.07	$ 136.76	$ 423.24	42%	24%
FEBRERO DEL 2017	$ 423.24	$ 15.92	$ 152.68	$ 407.32	50%	27%
MARZO DEL 2017	$ 407.32	$ 13.25	$ 165.93	$ 394.07	58%	30%
ABRIL DEL 2017	$ 394.07	$ 24.62	$ 190.55	$ 369.45	67%	34%
MAYO DEL 2017	$ 369.45	$ 39.96	$ 230.51	$ 329.49	75%	41%
JUNIO DEL 2017	$ 329.49	$ -	$ 230.51	$ 329.49	83%	41%
JULIO DEL 2017	$ 329.49	$ -	$ 230.51	$ 329.49	92%	
AGOSTO DEL 2017	$ 329.49	$ -	$ 230.51	$ 329.49	100%	

Preparado por Donna Holland
11 de julio 2017

COMMUNITY ACTION PARTNERSHIP OF KERN
PARENT MEALS Prepared by Central Kitchen
2017-2018

KERN HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2017	$ 20,300.00	$ 1,533.71	$ 1,533.71	$ 18,766.29	8%	8%
APRIL 2017	$ 18,766.29	$ 1,527.61	$ 3,061.32	$ 17,238.68	17%	15%
MAY 2017	$ 17,238.68	$ 18.09	$ 3,079.41	$ 17,220.59	25%	15%
JUNE 2017	$ 17,220.59	$ -	$ 3,079.41	$ 17,220.59	33%	15%
JULY 2017	$ 17,220.59		$ 3,079.41	$ 17,220.59	42%	
AUGUST 2017	$ 17,220.59		$ 3,079.41	$ 17,220.59	50%	
SEPTEMBER 2017	$ 17,220.59		$ 3,079.41	$ 17,220.59	58%	
OCTOBER 2017	$ 17,220.59		$ 3,079.41	$ 17,220.59	67%	
NOVEMBER 2017	$ 17,220.59		$ 3,079.41	$ 17,220.59	75%	
DECEMBER 2017	$ 17,220.59		$ 3,079.41	$ 17,220.59	83%	
JANUARY 2018	$ 17,220.59		$ 3,079.41	$ 17,220.59	92%	
FEBRUARY 2018	$ 17,220.59		$ 3,079.41	$ 17,220.59	100%	

KERN EARLY HEAD START

MONTH	BEGINNING BALANCE	SPENT THIS MONTH	SPENT YEAR-TO-DATE	REMAINING BALANCE	% OF YEAR ELAPSED	% OF BUDGET SPENT
MARCH 2017	$ 2,800.00	$ 248.99	$ 248.99	$ 2,551.01	8%	9%
APRIL 2017	$ 2,551.01	$ 245.67	$ 494.66	$ 2,305.34	17%	18%
MAY 2017	$ 2,305.34	$ 2.70	$ 497.36	$ 2,302.64	25%	18%
JUNE 2017	$ 2,302.64	$ -	$ 497.36	$ 2,302.64	33%	18%
JULY 2017	$ 2,302.64		$ 497.36	$ 2,302.64	42%	
AUGUST 2017	$ 2,302.64		$ 497.36	$ 2,302.64	50%	
SEPTEMBER 2017	$ 2,302.64		$ 497.36	$ 2,302.64	58%	
OCTOBER 2017	$ 2,302.64		$ 497.36	$ 2,302.64	67%	
NOVEMBER 2017	$ 2,302.64		$ 497.36	$ 2,302.64	75%	
DECEMBER 2017	$ 2,302.64		$ 497.36	$ 2,302.64	83%	
JANUARY 2018	$ 2,302.64		$ 497.36	$ 2,302.64	92%	
FEBRUARY 2018	$ 2,302.64		$ 497.36	$ 2,302.64	100%	

Prepared by Donna Holland
July 11, 2017

COMMUNITY ACTION PARTNERSHIP OF KERN
COMIDAS DE LOS PADRES - Prepared by Central Kitchen
2017-2018

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 2017	$ 20,300.00	$ 1,533.71	$ 1,533.71	$ 18,766.29	8%	8%
ABRIL DEL 2017	$ 18,766.29	$ 1,527.61	$ 3,061.32	$ 17,238.68	17%	15%
MAYO DEL 2017	$ 17,238.68	$ 18.09	$ 3,079.41	$ 17,220.59	25%	15%
JUNIO DEL 2017	$ 17,220.59	$ -	$ 3,079.41	$ 17,220.59	33%	15%
JULIO DEL 2017	$ 17,220.59	$ -	$ 3,079.41	$ 17,220.59	42%	
AGOSTO DEL 2017	$ 17,220.59	$ -	$ 3,079.41	$ 17,220.59	50%	
SEPTIEMBRE DEL 2017	$ 17,220.59	$ -	$ 3,079.41	$ 17,220.59	58%	
OCTUBRE DEL 2017	$ 17,220.59	$ -	$ 3,079.41	$ 17,220.59	67%	
NOVIEMBRE DEL 2017	$ 17,220.59	$ -	$ 3,079.41	$ 17,220.59	75%	
DICIEMBRE DEL 2017	$ 17,220.59	$ -	$ 3,079.41	$ 17,220.59	83%	
ENERO DEL 2018	$ 17,220.59	$ -	$ 3,079.41	$ 17,220.59	92%	
FEBRERO DEL 2018	$ 17,220.59	$ -	$ 3,079.41	$ 17,220.59	100%	

KERN EARLY HEAD START

MES	BALANCE INICIAL	LO QUE SE GASTO ESTE MES	LO QUE SE HA GASTADO HASTA ESTE ANO	SALDO RESTANTE	PORCEN-TAJE DEL ANO TRANSCUR-RIDO	PORCEN-TAJE DEL PRESU-PUESTO QUE SE GASTO
MARZO DEL 2017	$ 2,800.00	$ 248.99	$ 248.99	$ 2,551.01	8%	9%
ABRIL DEL 2017	$ 2,551.01	$ 245.67	$ 494.66	$ 2,305.34	17%	18%
MAYO DEL 2017	$ 2,305.34	$ 2.70	$ 497.36	$ 2,302.64	25%	18%
JUNIO DEL 2017	$ 2,302.64	$ -	$ 497.36	$ 2,302.64	33%	18%
JULIO DEL 2017	$ 2,302.64	$ -	$ 497.36	$ 2,302.64	42%	
AGOSTO DEL 2017	$ 2,302.64	$ -	$ 497.36	$ 2,302.64	50%	
SEPTIEMBRE DEL 2017	$ 2,302.64	$ -	$ 497.36	$ 2,302.64	58%	
OCTUBRE DEL 2017	$ 2,302.64	$ -	$ 497.36	$ 2,302.64	67%	
NOVIEMBRE DEL 2017	$ 2,302.64	$ -	$ 497.36	$ 2,302.64	75%	
DICIEMBRE DEL 2017	$ 2,302.64	$ -	$ 497.36	$ 2,302.64	83%	
ENERO DEL 2018	$ 2,302.64	$ -	$ 497.36	$ 2,302.64	92%	
FEBRERO DEL 2018	$ 2,302.64	$ -	$ 497.36	$ 2,302.64	100%	

Preparado por Donna Holland
11 de julio 2017

COMMUNITY ACTION PARTNERSHIP OF KERN

DIVISION/PROGRAM MONTHLY ACTIVITY REPORT

Division/Director: Head Start/State Child Development/Yolanda Gonzales	**Month/Year:** June 2017
Program/Work Unit: Head Start/Early Head Start	**Program Manager/Supervisor:** Jerry Meade/ Donna Holland
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	Enrollment	Funded	Actual
Head Start Kern	June 2017 (Summer Enrollment 290)	2,041	290
Early Head Start Kern	June 2017	328	328
Early Head Start Partnership	June 2017	56	56
Early Head Start San Joaquin	June 2017	313*	270
TOTAL Funded Enrollment		**2,738**	**944**
Head Start Kern	Identified as having an IEP	10%	12%
Early Head Start Kern	Identified as having an IFSP	10%	11%
Early Head Start Partnership	Identified as having an IFSP	10%	2%
Early Head Start San Joaquin	Identified as having an IFSP	10%	11%
Over Income		**Goal**	**Actual**
Head Start Kern	Within 100% and 130% of Federal Poverty Rate	<10%	5%
Early Head Start Kern	Within 100% and 130% of Federal Poverty Rate	<10%	3%
Early Head Start Partnership	Within 100% and 130% of Federal Poverty Rate	<10%	9%
Early Head Start San Joaquin	Within 100% and 130% of Federal Poverty Rate	<10%	3%
Average Daily Attendance (Program Wide >85%)		97%	

Meals Served						
Total Meals Requested			Meals Allocated		% of Meals Served	
by: Central Kitchen	by: Vendor Kitchens	Total Meals Prepared	to: CACFP/USDA	to: HS/EHS	June 2016	June 2017
29,772	8,330	38,102	24,773	13,329	72%	74%

Other: We had 1 Center with 100% attendance for June: Blanton

Total Division Staffing: Currently employed in Head Start: 573
Vacant Positions: 20
Currently out on Leave: 86
Currently on Summer break: 262

Program Updates: All COLA applications were submitted to the Office of Head Start. We are awaiting the approval.

Community Action Partnership of Kern
Head Star/State Child Development
School Readiness Subcommittee Minutes
May 10, 2017

1. **Call to Order**
   a. Meeting was called to order at 5:30PM by Christina Bates

2. **Roll Call and establish Quorum**
   a. Christina Bates and Jadine Gonzalez were present. Quorum was not established.

3. **Introductions of Guests**
   a. **None**
   b. **Staff present:** Janelle Gonzalez, Program Governance Coordinator, Tracey Wheat, Education Coordinator, and Debbie Connelly, Mentor Coach.
4. **Approval of Agenda**
   a. Quorum not established.
5. **Presentation/Discussion**
   a. Janelle completed an overview of the Head Start Parent, Family, & Community Engagement Framework. She explained how the Framework was developed by Head Start to help parents and their child develop school readiness at home. Janelle reviewed the Program Foundations, Program Impact Areas, Family Engagement Outcomes, and Child Outcomes to support positive and goal oriented relationships with families. Tracey gave each parent a DRDP 2015 assessment tool and reviewed the process teachers use to assess children in the classroom. Tracey also reviewed how the assessment scores are aggregated by child, classroom, and agency wide 3 times a year for Fall/Winter/Spring. Tracey gave the parents the newest DRDP aggregated data that showed the Agency Spring results and the data results that show the growth from Fall to Winter to Spring. Lastly, Tracey explained how the final comparative data is used to find our School Readiness Goals by choosing the lowest measure per Developmental Domain. Parents were encouraged to use the results of DRDP Assessments to assist developing and individualizing the classroom curriculum for their child.
   b. Tracey asked the parents what they would like to discuss in the next meeting. Tracey suggest they could see the final School Readiness Goals for the 2017-2018 school year. Christina and Jadine agreed they would like to see the newest school readiness goals.
6. **Vote of day and time of meetings-**
   Tracey, and Janelle proposed meeting in the month of August on Wednesday the 9th, due to the final School Readiness Goals for 2017-2018 school year will not be ready by July 12, 2017. Parents present agreed to meet July 12th to review the new school readiness goals.
7. **Adjournment**
   a. Meeting was adjourned at 6:14PM.

Tracey Wheat/Education Coordinator
Janelle Gonzalez/Program Governance Coordinator
Translation: Argelia Diaz

Asociación de Acción Comunitaria de Kern
Desarrollo Infantil Estatal / Head Start
Consejo de Política Comité de Preparación Escolar
Acta de la Reunión
10 de mayo del 2017

1. **Llamo a la orden**
   a. La reunión fue llamada al orden a las 5:30 pm por Christina Bates.
2. **Pasar la Lista/Establecer Quórum (La mitad más uno)**
   a. Christina Bates and Jadine estuvieron presentes. Quórum no fue establecido.
3. **Presentación de Invitados**
   a. **Ninguno**
   b. **Personal Presente**: Janelle Gonzalez- Coordinadora del Programa de Gobernación, Tracey Wheat- Coordinadora de Educación and Debbie Connelly, consejera.
4. **Aprobación de la Agenda:**
   a. Quorum no fue establecido.
5. **Presentación/ Temas de Discusión:**
   a. Janelle dio una revisión general de la Estructura de Participación de Padres, Familias y Comunidad de Head Start. Explicó cómo la estructura fue desarrollada por Head Start para ayudar a los padres y sus hijos a desarrollar la preparación escolar en el hogar. Janelle revisó las Fundaciones del Programa, las Áreas de Impacto de los Programas, los Resultados de la Participación de la Familia y los Resultados del Niño para apoyar las relaciones positivas y orientadas a las metas con las familias. Tracey dio a cada padre una herramienta de evaluación de DRDP 2015 y revisó el proceso que los maestros usan para evaluar a los niños en el salón de clases. Tracey también revisó cómo las puntuaciones de la evaluación se agregan por niño en el salón de clase y agencias amplias 3 veces al año para el otoño / invierno / primavera. Tracey les dio a los padres los datos agregados DRDP más recientes que mostraban los resultados de primavera de la Agencia y los resultados de los datos que muestran el crecimiento de otoño a invierno a primavera. Por último, Tracey explicó cómo los datos comparativos finales se utilizan para encontrar nuestros objetivos de preparación escolar, eligiendo la medida más baja por dominio de desarrollo. Se animó a los padres a utilizar los resultados de las evaluaciones DRDP para ayudar a desarrollar e individualizar el plan de estudios de la clase para su hijo.
   b. Tracey les preguntó a los padres qué les gustaría discutir en la próxima reunión. Tracey sugiere que podrían ver las metas finales de preparación escolar para el año escolar 2017-2018. Christina y Jadine coincidieron en que les gustaría ver los nuevos objetivos de preparación escolar.
6. **Votación del dia y horaria para las reuniones**
   a. Tracey y Janelle propusieron reunirse en el mes de agosto el miércoles 9, debido a las metas finales de Preparación Escolar para el año escolar 2017-2018, no estarán listas para el 12 de julio de 2017. Los padres presentes acordaron reunirse el 12 de julio para revisar los nuevos metas de la preparación escolar.
7. **Cierre de sesión**
   a. Reunión fue cerrada a las 6:14 p.m.

Policy Council Finance Committee
Meeting Minutes
June 22, 2017

Call to Order, Roll Call, Approval of Agenda
Meeting was called to order at 5:28 by Gabriella McCutcheon.

Roll Call – Gabriella McCutcheon, Christina Bates, Shevada Williams, Jodie Sanchez, and Enrique Salazar were present. Quorum was established.

Mr. Salazar moved to approve the Meeting Agenda for June 22, 2017. Second by Ms. Bates. Motion carried.

Introduction of Guests/Public Forum
Staff present – Donna Holland, Fiscal Administrator

Training/Presentations
Fiscal Update - Ms. Holland informed the members that the Head Start Fiscal staff have moved their offices to the area behind the north wall of the Board Room. Thus, future committee meetings will be accessed from the main lobby entrance and take place in the Board Room.

Ms. Holland announced that the Shafter Early Head Start center earned a 4-star rating and an award of $20,000 as part of the QRIS (Quality Rating Improvement System).

Communications
- Program Instruction ACF-PI-HS-17-02 – Fiscal Year (FY) 2017 Head Start Funding Increase
- Funding Guidance for Cost of Living Allowance (COLA):
    - Grant #09CH9142 - Head Start/Early Head Start Kern
    - Grant #09HP0036 - Early Head Start Child Care Partnerships
    - Grant #09CH010071 - Early Head Start San Joaquin

The committee discussed the Program Instruction and Funding Guidance letters announcing the availability of a 1% cost of living adjustment (COLA). The purpose of the funding is to provide an increase in pay and benefits for Head Start/EHS employees, and to address any other areas of increased costs.

Budget Reports
- Kern Head Start & Early Head Start Budget vs. Actual Expenditures, March 1, 2017 through May 31, 2017
- Kern Head Start & Early Head Start In-Kind Accrual Report, March 1, 2017 through May 31, 2017

- San Joaquin Early Head Start Budget vs. Actual Expenditures, February 1, 2017 through May 31, 2017
- Early Head Start Child Care Partnerships Budget vs. Actual Expenditures, February 1, 2017 through May 31, 2017
- Parent Local Travel & Child Care through May 31, 2017
- Parent Activity Funds through May 31, 2017Parent Meals prepared by Central Kitchen through May 31, 2017

Unfinished Business
None

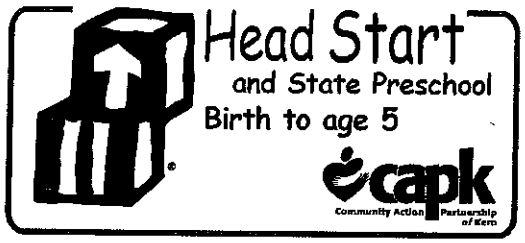
New Business
- (**ACTION) Request for approval to apply for Fiscal Year 2017 Cost of Living Adjustment (COLA) for Head Start/Early Head Start Kern, Early Head Start Child Care Partnerships, and Early Head Start San Joaquin

After brief discussion, Mr. Salazar moved to approve the applications for the Cost of Living Adjustments for Head Start/Early Head Start Kern, Early Head Start Child Care Partnerships, and Early Head Start San Joaquin. Second by Ms. Williams. Motion carried.

Committee Member Questions and Announcements
None

Adjournment
The meeting was adjourned at 6:10 p.m.

Next scheduled meeting of the Policy Council Finance Committee:
Thursday, August 24, 2017
5:30 p.m.
CAPK Board Room
5005 Business Park North
Bakersfield, CA



Comité de Finanzas del Consejo de Política
El Acta de la Reunión
22 de junio del 2017

Llamar a la Orden, Pasar Lista, Aprobación de la Agenda
La reunión fue iniciada a las 5:28 p.m. por Gabriella McCutcheon.

Pasar Lista – Gabriella McCutcheon, Christina Bates, Shevada Williams, Jodie Sanchez, and Enrique Salazar were present. Quorum fue establecido.

El Sr. Salazar propuso aprobar la Agenda de la Reunión para el 22 de junio de 2017. Segunda moción fue hecha por la Sra. Bates. Moción fue aprobada.

Presentación de Invitados/Foro Publico
Personal Presente – Donna Holland, Administradora Fiscal

Entrenamiento/Presentaciones
Actualización Fiscal - La Sra. Holland informó a los miembros que el personal Fiscal de Head Start se ha trasladado oficinas al área detrás de la pared norte de la Sala de Juntas. Por lo tanto, las futuras reuniones del comité se acceden desde la entrada del vestíbulo principal y tienen lugar en la sala de juntas.

Sra. Holanda anunció que el centro de Early Head Start Shafter obtuvo una calificación de 4 estrellas y un premio de $ 20,000 como parte del QRIS (Sistema de Mejoramiento de Calidad).

Comunicaciones
- Instrucción del Programa ACF-PI-HS-17-02 – Año Fiscal (FY) 2017 Aumento de Financiamiento de Head Start
- Orientación para el subsidio por el Costo de Vida (COLA):
    - Beca #09CH9142 - Head Start/Early Head Start Kern
    - Beca #09HP0036 - Early Head Start Child Care Partnerships
    - Beca #09CH010071 - Early Head Start San Joaquin

El comité discutió las cartas de Instrucción del Programa y Orientación de Financiamiento anunciando la disponibilidad de un ajuste de costo de vida del 1% (COLA). El propósito de la financiación es proporcionar un aumento en el salario y los beneficios para los empleados de Head Start / EHS, y para abordar cualquier otra área de aumento de costos.

Budget Reports

- Presupuesto de Kern Head Start y Early Head Start vs. Gastos Actuales 1 de marzo del 2017 hasta el 31 de mayo 2017
- Informe de la Contribución Laboral Voluntaria de Kern Head Start & Early Head Start de marzo del 2017 hasta el 31 de mayo 2017
- Presupuesto de San Joaquin Early Head Start vs. Gastos Actuales 1 de febrero del 2017 hasta el 31 de mayo de 2017
- Presupuesto de Asociación de Cuidado Infantil Early Head Start vs. Gastos Actuales 1 de febrero de 2017 hasta el 31 de mayo de 2017
- Viaje Local de Padres y Cuidado Infantil hasta el 31 de mayo de 2017
- Informes de los Fondos de Padres hasta el 31 de mayo de 2017
- Comidas de Padres preparados por la Concina Central 31 de mayo de 2017

Asuntos Pendientes

Ninguno

Nuevos Asuntos

- (** ACCIÓN) Solicitud de aprobación para solicitar el Ajuste del Coste de Vida para el Año Fiscal 2017 (COLA, por sus siglas en inglés) para Head Start / Early Head Start Kern, Cuidado Infantil de Early Head Start y Early Head Start San Joaquin

Después de una breve discusión, el Sr. Salazar propuso aprobar las solicitudes para el costo de los ajustes de vida para Head Start / Early Head Start Kern, Cuidado Infantil de Early Head Start y Early Head Start San Joaquin. Segunda moción fue hecha por la Sra. Williams. Moción fue aprobada.

Anuncio o preguntas del Comité

Ninguno

Cierre de Sesión

La reunión se terminó 6:10 p.m.

La próxima reunión programada del Comité de Finanzas:
jueves, 24 de agosto, 2017
5:30 p.m.
CAPK Board Room
5005 Business Park North
Bakersfield, CA

Argelia Diaz, Program Assistant
Completed 7/5/17

Community Action Partnership of Kern
Head Start/ Early Head Start Child Development
Policy Council Planning Committee
Meeting Minutes
June 6, 2017

1. **Welcome**
   PC Planning Chairperson Lorena Fernandez welcomed committee members to the meeting.

2. **Call to Order**
   a. Meeting was called to order at 5:36 p.m. by PC Planning Chairperson Lorena Fernandez.

3. **Roll Call and establish Quorum (half plus one)**
   a. Quorum was **not** established.
   b. **PC Members present:** Lorena Fernandez, Anastasia Lester, Enrique Salazar
   c. **PC Members not present:** Lindsay Harrison, Christine Hernandez, Lizeth Calvo

4. **Approval of Agenda**
   Unable to approve

5. **Approval of Minutes**
   Unable to approve

6. **Introduction of Guests**
   Shyann Nelson, daughter of Anastasia Lester; Jerry Meade, Program Design & Management (PDM) Administrator; Lisa Price, PDM Administrative Assistant

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. Jerry shared the Enrollment Report for May with the group. Full enrollment was met for Head Start and Early Head Start Kern programs as well as for the EHS Partnership; Early Head Start San Joaquin did not meet full enrollment. Although the Office of Head Start approved our request to reduce funded enrollment from 345 to 313 we are experiencing challenges in securing teaching staff. Jerry shared that Yolanda (Gonzales) is currently in San Joaquin and working with the Administrator of that program and strategizing in finding ways to retain employees. The enrollment requirement for children with disabilities was met for Kern Head Start and Kern Early Head Start and was not been met for the EHS Partnership. With the year school year concluding this month for the Child Care Partnership and not having met the 10% disabilities requirement, a waiver request was sent to the Office of Head Start. We are under our 10% allotted of families who are over income in all our programs as mandated.

b. The Average Daily Attendance (ADA) for May was 98% program wide. Walnut (San Joaquin), Faith Avenue, Heritage Park, Shafter Head Start, and Tehachapi all achieved 100% attendance during this reporting time.

c. CACFP meal information for April was reviewed as it was not available when the committee met last month. Information reported for April 2017 indicated more than 80,358 meals were prepared; with 82% of those meals served. Meals served information was also shared for May 2017. Similarly, to the April 2017 figures, 80,318 meals were served during this reporting time however, we had a larger portion (60,409) paid with CACFP funds as opposed to HS/EHS funds. The percentage of meals served during this reporting period was 85%. Jerry stated the extra food is not necessarily being thrown away. Children can have second servings and staff can model meal time behavior. Any excess food thereafter, by USDA regulations must be thrown out. It was also reported there are currently 100 HS/ESH employees on leave (which includes intermittent FMLA) and 35 vacant positions with 575 employed in Head Start during this reporting time. Additionally, there are currently 262 staff on summer break.

d. Jerry reviewed the San Joaquin EHS Program Draft Budget for 2018 - 2019. Each line item was discussed. There was a noted increase in travel budgeted for support of ongoing training needs. We are also making more trips than originally anticipated. Additionally, there is also an increase in the supply budget of which the majority will support center based curriculum such as book and other materials for the classroom. Due to the increase in these areas the amount in the indirect category shows a decrease from the year previous. The question was posed as to why there wasn't any change between the program years to the dollar amounts in the personnel line item. He stated that is because we are confident full enrollment will be met therefore no change was made. The bottom line is the SJ EHS Draft Budget reflects an increase in just over $21, 000 (combined) in the travel and child and family services supply area. Jerry reminded the group that this is just a draft document, a work in progress and our best guess thus far.

e. The Head Start & Early Head Start Kern Draft Budget was reviewed. There was an increase to the personnel line item as we will be increasing staff with 23 additional positions. An increase of $130,000 was also reflected in the equipment category earmarked for 4 replacement vehicles and 3 replacement play structures. Additionally, the supplies category was decreased by $171,000 as some supplies were purchased this year and historical data reviewed reflected the projected future needs. Rent for facilities was increased with the addition of 2 new facilities as well as an additional classroom to 2 existing locations. Based on historical data and projected future needs the child services consultants line item was significantly reduced. It was shared to "qualify" as equipment the item purchased must cost more than $5,000 and have a life expectancy greater than 5 years. The question was posed as to what is meant by the category stated as contractual. It was shared this is a service for which we have a contract. It was further stated that the greatest portion of anticipated contractual expenditures fall in the line item administrative services, which is primary our attorney fees. The amount is so much greater than that of the EHS SJ program because Kern County has a much larger program. Again, Jerry stated that this is a draft budget and is reflective of our best guess at this point.

9. <u>Communications</u>

None

10. <u>Announcements</u>

It was shared Lorena recently graduated, receiving her A.A. degree. The group congratulated her on this accomplishment. She expressed appreciation at the support she has received over the years from our staff and the program.

11. <u>Adjournment</u>

Meeting was adjourned at 6:30 p.m.

Lisa Price/PDM Administrative Assistant
Completed 06/08/17

Asociación de Acción Comunitaria de Kern
Desarrollo Infantil Estatal / Head Start
Consejo de Política Comité de Planificación
Acta de la Reunión
6 de junio del 2017

1. **Bienvenida**
   La presidenta del Comité de Planificación del PC Lorena Fernandez, le dio la bienvenida a los miembros del comité.

2. **Llamo a la orden**
   a. La reunión fue llamada al orden a las 5:36 p.m. por la presidenta del Comité Lorena Fernandez.

3. **Pasar la Lista/Establecer Quórum (La mitad más uno)**
   a. Quórum **no** fue establecido.
   b. **Miembros del Comité Presentes**: Lorena Fernandez, Anastasia Lester, Enrique Salazar
   c. **Miembros del Comité que no están Presentes**: Lindsay Harrison, Christine Hernandez, Lizeth Calvo

4. **Aprobación de la Agenda**
   Sin poder aprobar.

5. **Aprobación de la Acta**
   Sin poder aprobar.

6. **Presentación de Invitados**
   Shyanne Nelson, hija de Anastasia Lester; Jerry Meade, Administrador del Programa de Diseño y Manejo; Lisa Price, Asistente Administrativa

7. **Foro Publico**
   (El público que desee dirigirse al Consejo de Políticas Comité de Planificación podrán hacerlo a este momento, sin embargo el comité no tomara ninguna otra acción que no sea la de remitir dichos asuntos al personal para su estudio y análisis.)

8. **Presentación/ Temas de Discusión:**
   a. Jerry compartió el informe de inscripción para mayo con el grupo. Se completó la matrícula para los programas Head Start y Early Head Start Kern, así como para la Asociación EHS; Early Head Start San Joaquín no cumplió con la inscripción completa. Aunque la Oficina de Head Start aprobó nuestra solicitud de reducir la matrícula financiada de 345 a 313, estamos enfrentando retos para asegurar al personal docente. Jerry compartió que Yolanda (Gonzales) se encuentra actualmente en San Joaquín y está trabajando con el Administrador de ese programa y está elaborando estrategias para encontrar maneras de retener empleados. El requisito de matrícula para niños con discapacidades fue cumplido para Kern Head Start y Kern Early Head Start y no se cumplió para la Asociación de Early Head Start. Con el año escolar concluyendo este mes para la Asociación de Cuidado Infantil y no habiendo cumplido

con el requisito de discapacidad del 10%, se envió una solicitud de exención a la Oficina de Head Start. Estamos bajo nuestro 10% asignado de las familias que están sobre el ingreso en todos nuestros programas según lo ordenado.

b. La asistencia promedio diaria (ADA) para mayo fue del 98% en todo el programa. Walnut (San Joaquín), Faith Avenue, Heritage Park, Shafter Head Start y Tehachapi lograron el 100% de asistencia durante este período de informes.
c. La información de la comida del CACFP para abril fue revisada, ya que no estaba disponible cuando el comité se reunió el mes pasado. La información reportada para abril de 2017 indicó que se prepararon más de 80,358 comidas; Con el 82% de las comidas servidas. También se compartió la información de comidas servidas para mayo de 2017. Igualmente, a las cifras de abril de 2017, se sirvieron 80,318 comidas durante este período del reporte, sin embargo, teníamos una porción más grande (60,409) pagada con fondos del CACFP en contraposición a los fondos HS / EHS. El porcentaje de comidas servidas durante este período fue de 85%. Jerry dijo que la comida que falta no necesariamente la tiran. Los niños pueden tener segundas porciones y el personal puede modelar el comportamiento de las comidas. Cualquier exceso de alimentos a partir de entonces, según las regulaciones del USDA debe ser expulsado. También se informó que actualmente hay 100 empleados de HS / ESH en licencia (que incluye FMLA intermitente) y 35 vacantes con 575 empleados en Head Start durante este tiempo de reporte. Además, actualmente hay 262 empleados durante las vacaciones de verano.
d. Jerry revisó el Proyecto de Presupuesto para el Programa EHS de San Joaquín para 2018 - 2019. Se discutió cada línea de pedido. Hubo un notable aumento de los viajes presupuestados para apoyar las necesidades de capacitación continua. También estamos haciendo más viajes de lo que originalmente se había previsto. Además, también hay un aumento en el presupuesto de suministro de la mayoría de los apoyó el centro en el plan de estudios como libros y otros materiales para el salón de clase. Debido al aumento en estas áreas, la cantidad en la categoría indirecta muestra una disminución con respecto al año anterior. Se pregunto la cuestión de por qué no hubo ningún cambio entre los años del programa y los montos en dólares en la partida de personal. Por lo tanto, no se hizo ningún cambio. La línea de fondo es el proyecto de presupuesto de SJ EHS refleja un aumento de poco más de $ 21,000 (combinado) en el área de suministro de servicios para niños y familias. Jerry le recordó al grupo que es sólo un trabajo en progreso y nuestra mejor suposición hasta ahora.
e. Se revisó el Proyecto de Presupuesto de Kern para Head Start y Early Head Start. Hubo un aumento en el rubro de personal, ya que aumentaremos el personal con 23 puestos adicionales. Un aumento de $ 130,000 también se reflejó en la categoría de equipo asignada para 4 vehículos de reemplazo y 3 estructuras de juego de reemplazo. Además, la categoría de suministros se redujo en $ 171.000, ya que algunos suministros fueron comprados este año y los datos históricos revisados reflejaron las necesidades futuras proyectadas. Se aumentó el alquiler de instalaciones con la adición de 2 nuevas instalaciones, así como un salón de clase adicional a 2 lugares existentes. Sobre la base de datos históricos y las necesidades futuras proyectadas, la línea de pedido de consultores de servicios para niños se redujo significativamente. Se compartió para "calificar" como equipo el artículo comprado debe costar más de $ 5,000 y tiene una expectativa de vida mayor que 5 años. Se preguntó que significa la categoría declarada contractual. Se compartió este es un servicio para el que tenemos un contrato. Se declaró además que la mayor parte de los gastos contractuales

anticipados caen en la partida de servicios administrativos, lo cual es primordial para nuestros honorarios de abogados. La cantidad es mucho mayor que la del programa EHS SJ porque el condado de Kern tiene un programa mucho más grande. Una vez más, Jerry declaró que se trata de un proyecto de presupuesto y refleja nuestra mejor estimación en este momento.

9. **Comunicaciones:**
   a. Ninguno

10. **Anuncios**
   a. Fue compartido que Lorena se graduó, recibiendo su A.A. la licenciatura. El grupo la felicitó por este logro. Expresó su aprecio por el apoyo que ha recibido a lo largo de los años por parte de nuestro personal y del programa.

11. **Cierre de sesión**
Reunión fue cerrada a las 6:30 p.m.

6/30/17- AD

The CAPK Times

From Executive Director Jeremy Tobias

In Uncertain Budget Times, Don't Panic—Instead, Consider Giving to Community Action

Every time there is a change in government, Community Action Agencies across the country are watchful about budget changes that may impact the federal funding that supports our programs.

As you may have heard, the federal budget proposal President Donald Trump released recently for Fiscal Year 2018, includes deep cuts or elimination of numerous federal programs, some of which are programs operated by CAPK.

While this can be stressful and concerning news, I have urged CAPK Staff to not put too much energy into worrying about this initial budget proposal, reminding everyone that former President Barack Obama called for a 50% cut to our Community Service Block Grant funding levels in each of his early budget proposals, and those cuts where never approved as part of the final federal budget.

Presidents usually submit an early budget proposal, but it is just that, a proposal. The U.S. House of Representatives is tasked with developing the federal budget and voting on it. Once ratified, the House budget is sent to the Senate for vote, and if ratified by the Senate, it is sent to the President for final signature. There will be many people involved and many negotiations yet to be had before a budget is finalized.

The House is in the early stages of working on a FY 2018 budget, and we will work with our local elected officials to ensure they are educated on our programs and how they operate. Recently, I have had conversations with our Congressional representatives, and they are fully aware of our programs, their importance and the positive impact they have in the community.

The bottom line is that there will be many different proposals discussed and debated, and we are a long way from a final budget. So for now, the best we could all do is to continue helping low-income families in the spirit of Community Action.

How You Can Help

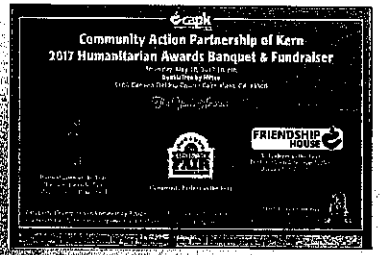
One way for our friends and partners to help is by giving to Community Action. There are various ways to give, including through two big fundraising events coming up in May.

Give BIG Kern

The first is Give BIG Kern, an online giving marathon orchestrated by the Kern Community Foundation. The big "Giving Day," when anyone can give to the local nonprofit of their choice through the online portal www.GiveBIGKern.org will be Tuesday, May 2, but the giving can actually begin as early as April 1. As we did in 2016, CAPK is participating in Give BIG Kern again this year because it is a great way help us raise unrestricted funds that we can use wherever they are most needed. There is more information about Give BIG Kern in the pages that follow, and we hope you will "Give BIG for Community Action" by going to the portal and searching for "Community Action Partnership" to get started.

CAPK's Humanitarian Awards Banquet & Fundraiser

The second is our Humanitarian Awards Banquet & Fundraiser, coming up Thursday evening, May 18, at the DoubleTree by Hilton in Bakersfield. Our Banquet is a great way to honor local Champions in Community Action while raising funds for CAPK programs such as the Food Bank, Friendship House Community Center, Shafter Youth Center, Volunteer Income Tax Assistance, and others. We have several pages in this issue of our newsletter that highlight this year's deserving honorees--Bakersfield Mayor Karen Go, the Kern County Fair, and Members of the Friendship House Advisory Board--and information on how to purchase tickets ($90 each) and sponsorships (ranging from $300 to $20,000). You may also send any inquiries to banquet@capk.org, or purchase tickets online on our website, www.capk.org.



Donate Online

Finally, our website has a "Donate" button on the home page, to help you give to Community Action any time of the year.

By giving to CAPK, you can help ensure uninterrupted funding for our many poverty-fighting programs, and possibly even allay some federal budget cutback fears.

Thank you.

Community Action Partnership *of* Kern

2017 Humanitarian Awards Banquet & Fundraiser

Humanitarian of the Year:
The Hon. Karen K. Goh
Mayor, City of Bakersfield

Community Partner of the Year:
The Kern County Fair

Volunteers of the Year:
Friendship House Advisory Board Members
Fuchsia Ward & Jewelle Scales

Keynote Speaker:
Tony Miranda
Executive Director, Habitat for Humanity Golden Empire

Master of Ceremonies:
Alissa Carlson
Chief Meteorologist, KGET-TV 17

Thursday, May 18, 2017 | 6 pm

DoubleTree by Hilton
3100 Camino Del Rio Court, Bakersfield, CA 93308

Sponsorship Opportunities

Platinum $20,000
- Public Recognition; display of corporate banner at banquet
- 2 page color ad in program and exclusive logo placement on cover, and other event materials
- Reserved seating for 16
- Recognition on CAPK's website and Social Media

Gold $10,000
- Public Recognition
- 1 page color ad in program; prominent logo placement on event materials
- Reserved seating for 16
- Recognition on CAPK's website and Social Media

Silver $5,000
- 1/2 page color ad in program; placement of logo on event materials
- Reserved seating for 8
- Recognition on CAPK's website and Social Media

Bronze $2,500
- 1/4 page color ad in program; placement of logo on event materials
- Reserved seating for 8
- Recognition on CAPK's website and Social Media

Banquet Program Advertising

Full Page	$1,600	7.5" x 10"
1/2 Page	$ 900	7.5" x 4.75"
1/4 Page	$ 500	3.5" x 4.7"
1/8 Page	$ 300	3.5" x 2.125"

Table Sponsor $1,000 per table
- Reserved seating for 8
- Table sponsor signage
- 1/8 page ad in program

Single Event Tickets $90 per person

Please complete back of this form and mail with a check made payable to:
Community Action Partnership of Kern
Attention: Finance Department
5005 Business Park North
Bakersfield, CA 93309

For more information, please contact:
Louis Medina
(661) 379-8203
banquet@capk.org

CAPK is a 501(c)(3) private nonprofit - Tax ID # 95-2402760

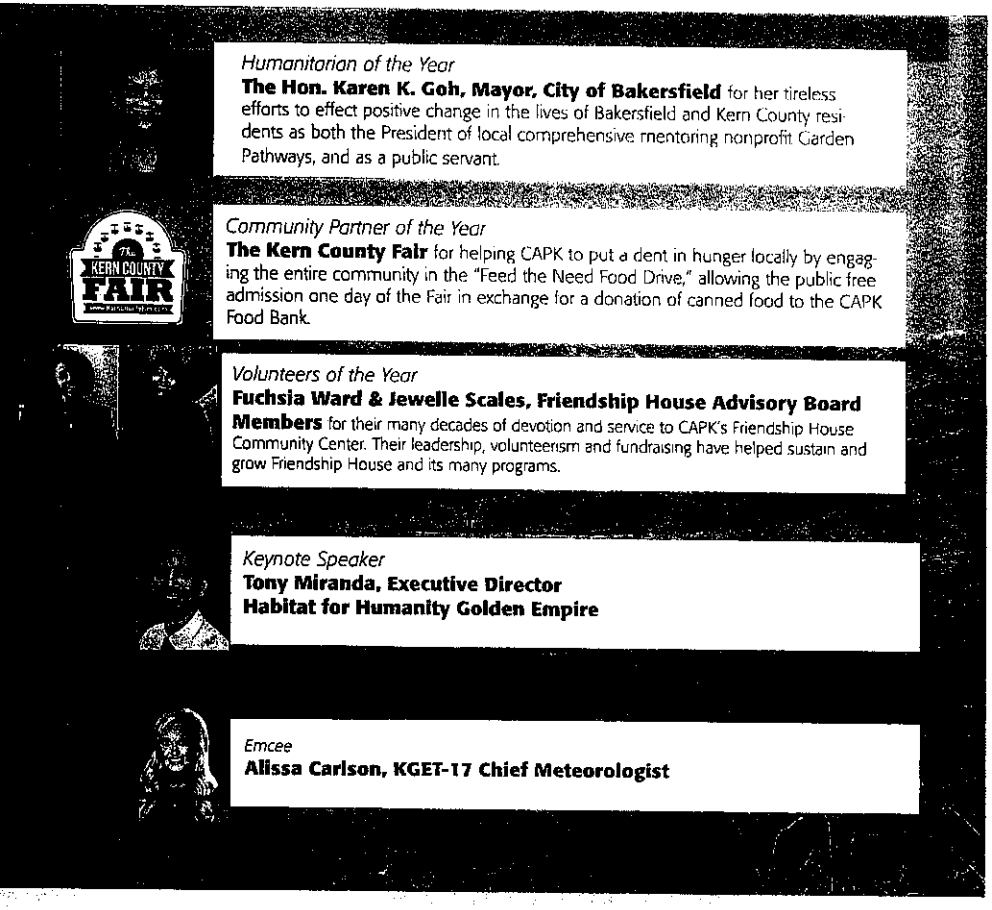
Community Action Partnership of Kern

Humanitarian Awards Banquet & Fundraiser

Thursday, May 18, 2017 | 6 pm at the DoubleTree by Hilton
3100 Camino Del Rio Court in Bakersfield
(Please refer to previous page for ticket and sponsorship order information)

CAPK's Annual Banquet celebrates the efforts of individuals and organizations that are outstanding partners in Community Action. It also helps us raise funds to assist the low-income residents of Kern County through CAPK's poverty-fighting programs

Here are this year's Honorees and other VIPs:



Humanitarian of the Year
The Hon. Karen K. Goh, Mayor, City of Bakersfield for her tireless efforts to effect positive change in the lives of Bakersfield and Kern County residents as both the President of local comprehensive mentoring nonprofit Garden Pathways, and as a public servant.

Community Partner of the Year
The Kern County Fair for helping CAPK to put a dent in hunger locally by engaging the entire community in the "Feed the Need Food Drive," allowing the public free admission one day of the Fair in exchange for a donation of canned food to the CAPK Food Bank.

Volunteers of the Year
Fuchsia Ward & Jewelle Scales, Friendship House Advisory Board Members for their many decades of devotion and service to CAPK's Friendship House Community Center. Their leadership, volunteerism and fundraising have helped sustain and grow Friendship House and its many programs.

Keynote Speaker
Tony Miranda, Executive Director
Habitat for Humanity Golden Empire

Emcee
Alissa Carlson, KGET-17 Chief Meteorologist

You might remember Give BIG Kern from last year: A one-day giving marathon spearheaded by the Kern Community Foundation, during which Kern County locals are encouraged to donate online to the nonprofit of their choice.

CAPK participated then, armed with our very own slogan, "Give BIG for Community Action!" and we received about $2,000 in generous donations to help our poverty-fighting work. What's most impressive is that these donations came mostly from CAPK employees, board members, and friends and family members of our staff.

Well, Give BIG Kern is back again in 2017, and will take place on Tuesday, May 2, as "one day to celebrate the giving spirit of Kern County." Dollars for Community Action? We'll take them! Volunteer commitments? They are very welcome and needed as well!

If you're asking yourself, "How can I be a part of 'Giving BIG for Community Action'?" all you have to do is make sure to donate using this link to CAPK's Give BIG Kern online portal. We've set it all up for you, and even made it easy to help you visualize what your donation can be used for.

But...Are you feeling impatient? Would you like to give before May 2? Not to worry: CAPK's Give BIG Kern online portal will be available to receive donations starting April 1, all the way till May 3.

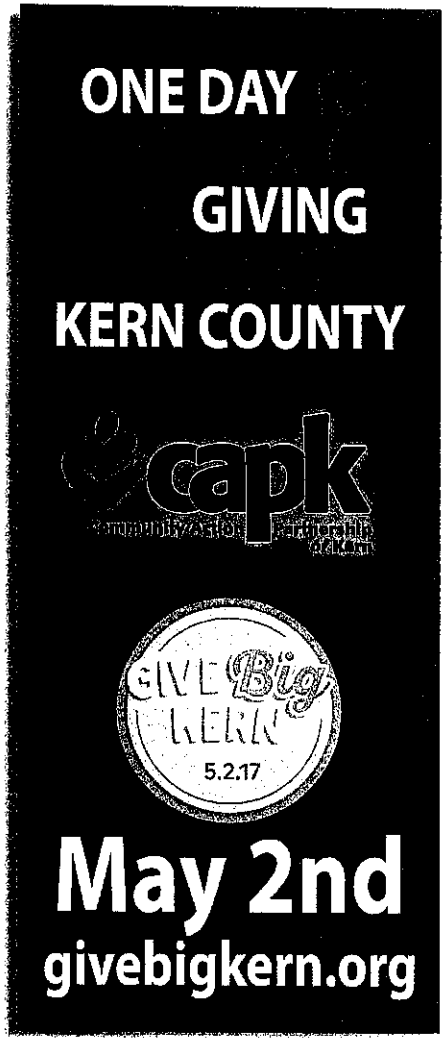
If you don't feel comfortable with giving online using your credit card, no problem: We'll take a check, even cash, and get you a receipt—just let us know it's for Give BIG Kern!

For our Board Members, there is a great opportunity called the "100% Board Giving Challenge." If all of our board members make a pledge by April 25 to donate through Give BIG Kern, our Agency will be entered in a drawing to win up to $1,000.

If you want to become a Fundraising Champion and encourage friends, family members and co-workers to participate in Give BIG Kern, you can set up a dollar amount goal that you would like to reach in donations and challenge your group to donate toward that goal.

Contact Louis Medina at LMedina@capk.org (661) 336-5236 (x1113) or Cristina Hernandez at C.hernandez@capk.org (661) 336-5236 (x2584) to find out more about how to become a Fundraising Champion, or how to donate to Give BIG Kern. Remember, we need you to "Give BIG for Community Action."

Big



SUPPORT LOCAL CAUSES

GO TO... **givebigkern.org**

CLICK... **Give Back.**

SEARCH... **For a nonprofit organization or a cause you care about.**

CLICK... **The nonprofit to view their profile.**

DONATE DOLLARS
PLEDGE VOLUNTEER HOURS

SHARE AND TELL YOUR FRIENDS

Your donation is tax deductible.

Questions? Email info@givebigkern.org

Hosted by

KERN COMMUNITY FOUNDATION

Developing Leadership

By Raul Gallardo, Resource & Outreach Coordinator

When I first started Kern County Network for Children's (KCNC) Leadership Development program in late January, I was amazed at everyone who was there.

There were participants from the Kern County Sheriff's Office, Department of Human Services, Superintendent of Schools Office, Aging & Adult Services, Department of Child Support Services, Bakersfield Police Department, Housing Authority of the County of Kern, Garden Pathways, Owens Valley Career Development Center, California Veterans Assistance Foundation and more.

Everyone in KCNC's Leadership Program is already a leader in their own home, community and workplace to some extent, but the program aims to nurture and foster its participants' leadership skills to help them better serve the children and families in their neighborhoods and communities. I'm attending this program to better advocate for the low-income sector in my community.

The KCNC Leadership Development Program started out in 1998 and since then has graduated more than 700 individuals. Participants receive more than 56 hours of instruction that include: public speaking, time management, facilitating effective community and organizational meetings, strategic planning for communities and organizations, conflict resolution practices, community mobilization techniques, resource development, media and marketing relations and legislative advocacy.

One of the first guest speakers was Fabiola Butcher, Communication Instructor at CSUB and Bakersfield College. Public speaking is one of the skills I was hoping to improve upon during my time with KCNC's Leadership Program. Over the course of a couple of hours, my classmates and I were given several opportunities to speak in front of the class. We learned the best ways to organize and outline our speech. I learned that the more I was prepared, the less nervous I became.

KCNC
Kern County
Network for Children
Our Children. Our Community.

As a team exercise to help participants learn to work together toward a common goal, we are split into groups for a community project that addresses the needs of children and families in Kern County.

My group, the Alley KATS (A Kern Action Team), has picked three low-income areas from which we are going to remove bulk waste items and trash near schools –specifically, the paths and alleyways that kids use to walk to school.

I will be graduating from KCNC's leadership program in July. I'm extremely thankful to Tom Corson, Executive Director of Kern County Network for Children, and his team, for the opportunity to attend this program. I know that a number of Community Action Partnership of Kern employees have attended this leadership training over the years, so I am also grateful to our agency for allowing me to represent CAPK in this capacity. For more information, please visit kern.org/kcnc/.

capk

CAPK Food Bank Senior Food Program

FOOD BANK

What is the Senior Food Program?
The CAPK Food Bank Senior Food Program is a USDA-funded program designed to provide low-income seniors with a 30-lb box of healthy food items such as milk, cereal, protein, fruits and vegetables each month.

How do I apply?
You must be at least 60 years of age, a Kern County resident and meet these Federal income guidelines:

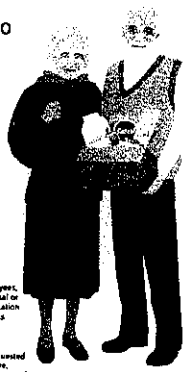
Household Size	Gross Monthly Income	Gross Annual Income
1	$1,307	$15,678
2	$1,760	$21,112
3	$2,213	$26,546
4	$2,665	$31,980
Each Additional Member	Add $453	Add $5,434

* Effective March 2017 until further notice.

You must also apply in person at the closest distribution site to your residence.

Dial 2-1-1 to find the closest distribution site in your area.

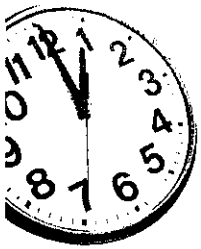
What do you need to apply?
- Valid Photo I.D. (Driver's License, Passport, etc.)
- Proof of Address (Utility Bill, Rental Agreement, etc.).
  P.O. Box is not valid.



www.capk.org/food

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.
- To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your complaint form or letter to USDA by: (1) Mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW Washington, D.C. 20250-9410; (2) Fax: (202) 690-7442; or (3) email: program.intake@usda.gov

This institution is an equal opportunity provider



Fresh News from CAPK WIC

By Mitchell Patel, Outreach & Public Relations Coordinator

New hours of operation to help WIC Participants: In order to better serve our participants, CAPK WIC will be adjusting clinic hours to help fit the needs of working families.

The changes include extended hours on Fridays and Saturdays. New hours of operation started on February 6, 2017 and will impact 10 of CAPK's 27 WIC clinics. Each clinic with new hours will have updated signage to reflect schedule changes. Times and dates will also be updated on the WIC section of CAPK.org and on the CAPK WIC Facebook page. Schedules have been realigned based on feedback from participants and staff to accommodate for more participants. For more information call the CAPK WIC main line at 866-327-3074.

California WIC program now has a new mobile website to help us better serve our participants. This new mobile site will help our participants find all their important WIC information like: nearby WIC locations, WIC authorized grocers, participant's next appointment, what checks are issued, digital WIC food list and shopping guide, WIC income guidelines and much more.

Beth Tolley, CAPK WIC's Retiring Program Manager, said, "We're looking forward to using this tool to help our participants fully utilize WIC by bringing all the important information to their fingertips and it's available 24/7."The new WIC mobile site can be found at:

https://m.wic.ca.gov on any mobile device.

CAPK WIC Says Farewell to Long-Time Program Manager, Welcomes New One Who's Actually Returning

Beth Tolley

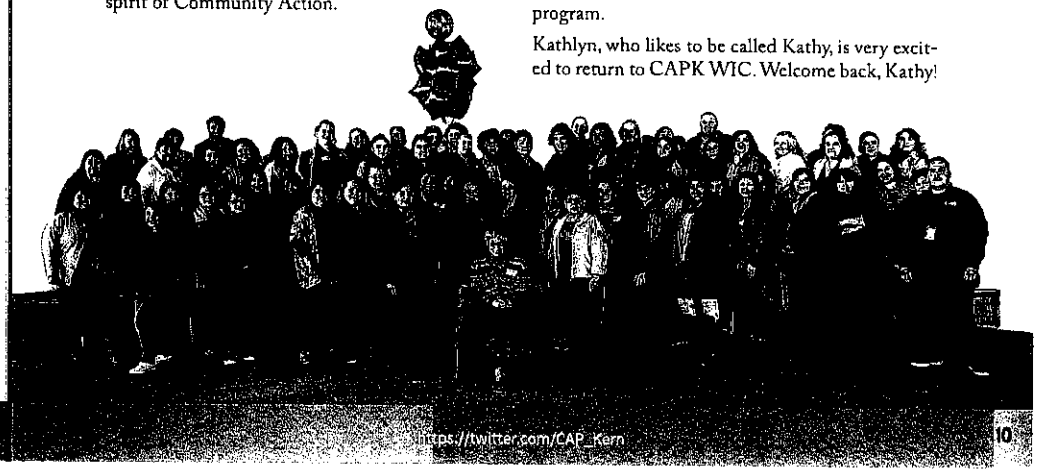
This March we say goodbye to Beth Tolley, Community Action Partnership of Kern's Women, Infants & Children (CAPK WIC) Program Manager, who has faithfully served our agency and the local community for close to a quarter century. On January 26, her staff gave her a surprise party that included two cakes, group photos, balloons, special words and certificates of recognition, and a chair decorated to look like a throne, so she could be Queen for a Day. Best of luck in your retirement, Beth, and thank you again for your 24 years of service in the spirit of Community Action.

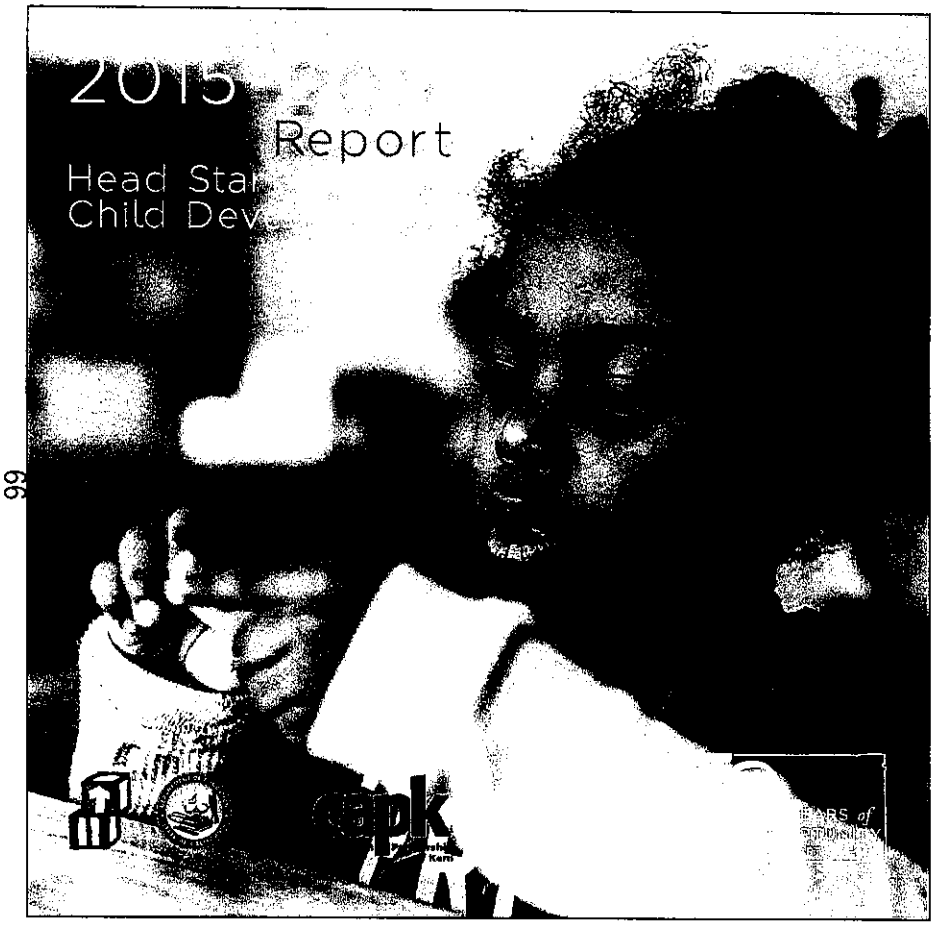
Kathlyn Lujan

Taking the helm of CAPK's WIC Program is Kathlyn Lujan, our new Program Manager.

Kathlyn is a Registered Dietitian who comes to us with previous experience at CAPK WIC, where she worked from 2009 to 2013. She earned her degree in Foods and Nutrition from California State Polytechnic University, Pomona and completed a dietetic traineeship at the Los Angeles County/USC Medical Center. Her previous work experience includes clinical dietetics, School Food Service Management as well as the WIC program.

Kathlyn, who likes to be called Kathy, is very excited to return to CAPK WIC. Welcome back, Kathy!

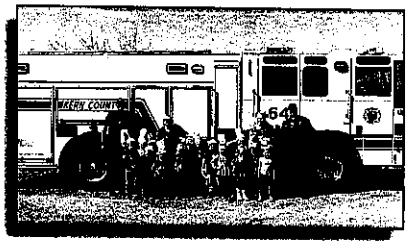




To view the Head Start 2015-2016 Annual Report, Click HERE.

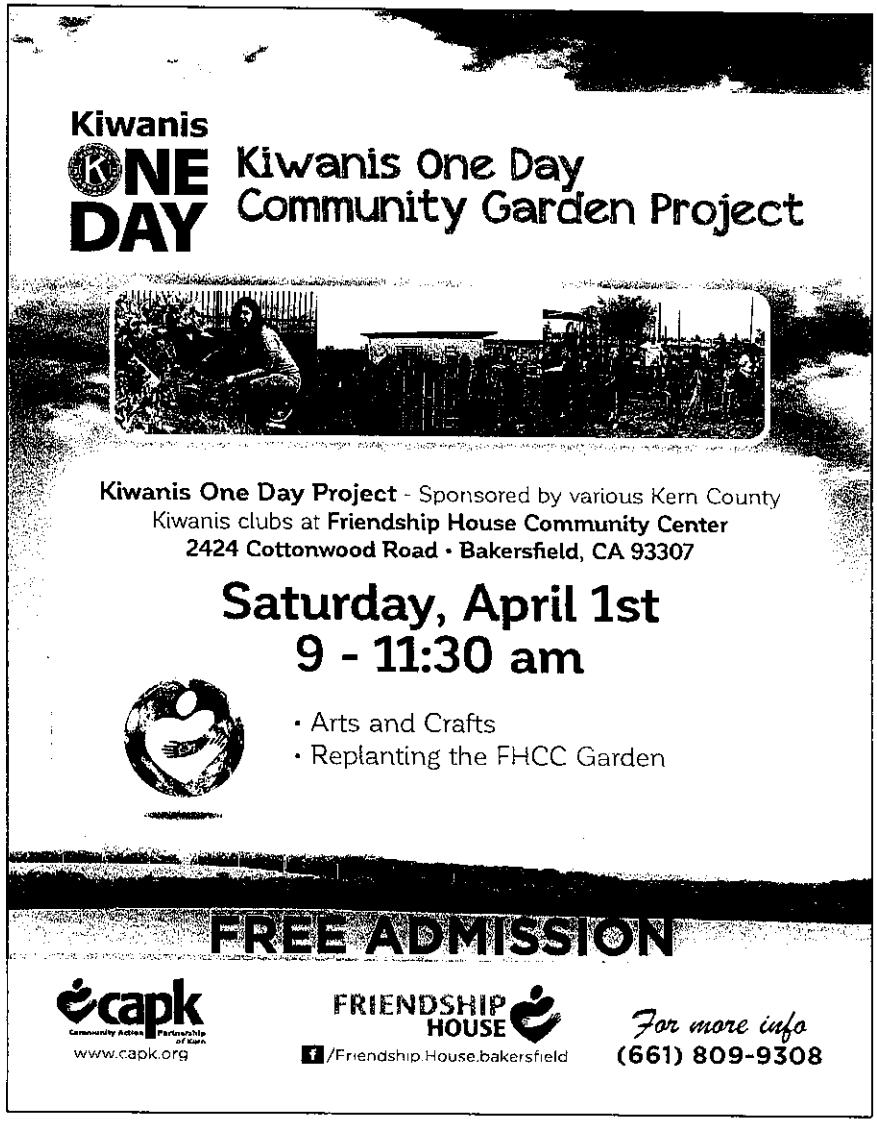
To view the San Joaquin County Head Start 2015-2016 Annual Report, Click HERE.

Read Across America 2017 Photo Wall



CAPK Resource Fair With Congressman David Valadao

Congressman David G. Valadao hosted a "Coffee with the Congressman" and Resource Fair event together with CAPK at our Downtown Bakersfield location on Saturday, March 18. In the true spirit of democracy, he met with many of his constituents in attendance and listened to their thoughts and concerns. Following Congressman Valadao's meet and greet, CAPK hosted a Resource Fair that featured information about our various programs.



East Kern Family Resource Center

Since it came under the Community Action Partnership of Kern umbrella in 2013, the East Kern Family Resource Center has become a valuable asset to the residents of Mojave, where it is based, and the nearby communities of Boron, California City, North Edwards, Rosamond and Tehachapi.

Approximately, 97% of families who receive services from East Kern FRC are low-income and on Medi-Cal. Individuals and families look to East Kern FRC in moments of crisis.

"Many of the families that come to us fear losing their children because they're unable to provide the basic needs," said Program Supervisor Whitney Hughes. "These are high-stress situations and by simply providing an item such as diapers we could end the immediate crisis allowing families to move towards stability."

Enter the Center's Emergency Supply Closet – and Kern Family Health Care

Hundreds of individuals and families each year benefit from the Center's Emergency Supplies Closet, which contains such items as cribs, bedding, diapers, infant formula, household cleaning supplies, hygiene kits, home childproofing kits and more.

Kern Family Health Care awarded East Kern FRC a grant of $2,000 last April to help local families with issues related to their health and safety. The Center used the money to purchase such items as air mattresses, blankets, personal hygiene products, baby blankets, diapers, formula, baby clothes, portable playpens, gas cards and gift cards to have on hand, and was even able to pay one family's water bill before service was shut off.

Kern Family Health Care
The Friendly Face
Kern Health Systems

Thank you, Kern Family Health Care, for your generous donation and for being a Community Action Partner in the War on Poverty!

About East Kern Family Resource Center

Like most of our CAPK sites, East Kern FRC is located in a region of high poverty and limited resources. In 2016, the Center provided school readiness services to 109 families; prepared 49 children for kindergarten; responded to 472 Child Protective Services referrals; and provided 585 people with emergency items from the emergency supply closet. In addition, the center is one of the few places—if not the only place—in Mojave where individuals and families can go to photocopy and fax legal documents, employment applications and/or public assistance forms at no charge. A total of 3,144 copies were made in 2016, which shows the importance of this service to the community.

East Kern Family Resource Center

The East Kern Community Collaborative

East Kern Family Resource Center is the proud host of the meetings of the East Kern Community Collaborative.

"The East Kern Collaborative is a collective group of social service agencies who are networking and thinking outside the box about how we can make the funding dollars stretch to meet all the needs of East Kern community members. The issues of slum lords, decreased law enforcement personnel, lack of transportation and high levels of poverty are very real. We desperately need the consistent attention of local elected officials to focus and acknowledge the efforts needed to improve the quality of life for the East Kern Community," Whitney said.

These meetings have been taking place for the last eleven years and are held on the second Thursday of each month, from 2:30 to 4 p.m. Agencies that are usually in attendance at these meetings include Kern Family Health Care, Health Net, Kern County Children's Dental Health Network, Mojave Unified School District, The Salvation Army, the Victim Services Unit of the Kern County District Attorney's Office, Women's Center-High Desert, First 5 Kern, the County's Probation, Human Services and Child Protective Services Departments, Greater Bakersfield Legal Assistance, and others. Many of these agencies have presented in the last few months on issues ranging from child safety to child sexual exploitation and human trafficking. There are openings available in May and June for guest presenters, and those interested should contact Whitney Hughes at (661) 824-4118.

Please follow the East Kern Family Resource Center on its Facebook page, just search @EASTKernFRC to stay up to date on events and the services they offer.

By Bilingual Resource & Outreach Coordinator Cristina Hernandez

Social Media is a great resource for any organization, especially a non-profit with limited advertising dollars like CAPK, to reach a large audience for FREE. In the social media crowd, we could find a mother in need of food, utility assistance or quality early childhood education for her children. We could be an aid to a Good Samaritan who is trying to help someone they know, or to a volunteer who is looking to give back to the community. We could find a donor with a generous heart who is looking to fund programs and services within their community.

We have the potential to reach any one of these folks.

Consider these fun social media statistics from our friends at Providence Strategic Consulting Inc., who designed and launched the Facebook page for CAPK's East Kern Family Resource Center:

76% of online adults are on Social Media. Of those:

- 79% are on Facebook;
- 32% are on Instagram;
- 31% are on Pinterest;
- 29% are on LinkedIn;
- 24% are on Twitter.

The benefits of Social Media and how CAPK is tapping into them

We're in control: Unlike traditional media, which uses reporters to tell our message, with social media we control exactly what we want to say in words or illustrate through pictures, graphics or video.

We can generate community goodwill: With our "Thank You! Thursday," "Community Action is..." and holiday posts, we can show our partners, donors, volunteers, clients, employees and the entire community that we truly care about them.

Social Media is great for professional & business networking: As a non-profit, it is important for CAPK to network and stay connected with our elected officials, other nonprofits and business partners. LinkedIn offers the perfect platform to do just that. Building relationships and developing potential partnership opportunities are some of the great benefits LinkedIn has to offer.

Social media is F-U-N: With social media, we are not limited to just words and photos, but can use video creatively with applications such as Facebook Live and Boomerang to make videos fun, dynamic, even humorous, to grab the public's attention.

We can have twice the reach with bilingual posts: We can post dual posts in Spanish and English to engage our primarily-Spanish-speaking audience as well as English speakers. Did you know that some of our Spanish-language posts have gotten more likes than their English counterparts?

It's FREE: Yes! Social media doesn't cost a dime. And for only a few dollars, we are able to "boost" popular posts to reach more people in strategically targeted geographic areas or spheres of influence (e.g., education, youth, seniors, etc.).

It has a mushrooming effect: When people or partnering agencies "share" our posts on their social media pages, our message gets disseminated to even more people. We have even been re-Tweeted at the national level by the Community Action Partnership Network.

"Social Media is here to stay, we might as well embrace it," said Julie Bell from Providence. And that's exactly what CAPK has been doing, especially in recent years.

CAPK and a number of its programs (Food Bank, WIC, Head Start, Friendship House Community Center, Shafter Youth Center and East Kern Family Resource Center) are active on social media, including Facebook, Instagram, Twitter, YouTube and LinkedIn.

Be a part of our growth and presence online

- You can follow us on all of our Social Media sites listed at the bottom of this article.
- Share and like CAPK posts and engage in the conversation.
- Leave a nice comment and tag a friend or two.
- Use our #Hashtags when posting about an event (e.g., #CAPK, #ReadAcrossAmerica, #HumanitarianAwardsBanquet). Hashtags are a great tool to use because they help gather our posts into a BIG folder of information that helps in online searches. For example, we used the #ReadAcrossAmerica hashtag, on all of our Read Across America posts earlier this month. When you search for #ReadAcrossAmerica on Facebook, Instagram or Twitter, you will find a number of posts from all over the country, maybe even the world, that used that same hashtag. And right there among them are our posts, too! Pretty cool, huh?

So, share, like, snap, tweet and invite people to like us or follow us!

To learn more or to post something about your CAPK Program on Social Media? Contact me at c.hernandez@capk.org.

CAPK agency sites:

Facebook: Search @capkern to find our page
Twitter: Search @CAP_Kern
Instagram: Search @CAP_Kern
LinkedIn: Search Community Action Partnership of Kern or Click the link below
https://www.linkedin.com/company-beta/1850909/

YouTube: Click the link below and subscribe to our channel https://www.youtube.com/channel/UCzy5XV5w3Na6j__u8FHgfGg

CAPK Head Start
Facebook: Search @CAPKHeadStart
Twitter: Search @CAPK_HeadStart

CAPK Food Bank
Facebook: Search @capkfoodbank
Twitter: Search @CAPKFoodBank

CAPK WIC
Facebook: Search @CAPKWic

CAPK East Kern Family Resource Center
Facebook: Search @EastKernFRC

Friendship House
Facebook: @Friendship.House.Bakersfield

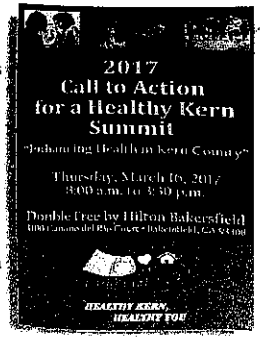
Shafter Youth Center
Facebook: Search @shafter.youthcenter

From the Editor

Louis Medina, Outreach & Advocacy Manager

'Health' Has Been Kern County's Buzz Word this March

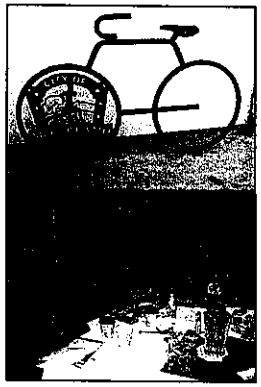
Health has been something to think about during March. Not only is it Nutrition Awareness Month, which is observed by our WIC Program, but it also is the month of the Food Bank's "Stuff the Bus Food Drive" in partnership with GET Bus, which this year will be held on March 31 at Bakersfield's Valley Plaza Mall parking lot—please see the flyer in this newsletter.



In the middle of the month, CAPK participated in two other worthwhile health awareness events.

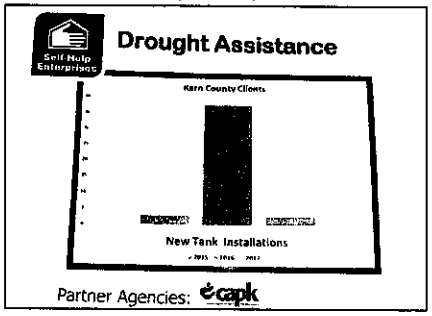
The 2017 Call to Action for a Healthy Kern Summit, organized by the Kern County Public Health Services Department, took place March 16, : at the DoubleTree by Hilton; but the day before, it also included an opportunity to take city tours of Arvin and McFarland. Participants traveled from Bakersfield in comfy Kern Regional Transit buses, and got out and walked in certain areas of whichever city they signed up to tour, with a view toward understanding local health and safety needs and how municipal governments, schools and parks districts are addressing them.

I chose to go to McFarland and had a great time learning about how a "tri-agency partnership" formed by the City, the Unified School District and the Recreation & Park District is paying off in the way of a holistic approach to community and economic development that has gotten funders paying attention and giving in a big way to projects that promote health.



Sponsors for this event were Kaiser Permanente, Kern County Public Health, Kern Health Systems, OMNI Family Health, and The California Endowment.

The Public Health Renegades Hackathon took place March 17 – 19 at Bakersfield College. This was the second hackathon organized by the Kern Innovation & Technology Community (KIT Community), in which CAPK has participated. CAPK WIC and 2-1-1 Kern Information & Referral Programs



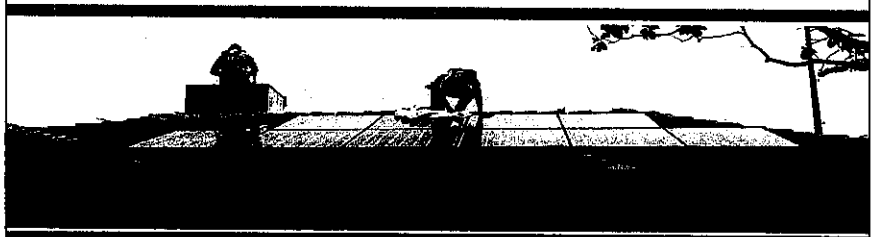
each had booths at an Information Fair on the 17th, and helped to educate tech-savvy competitors in the hackathon about the types of apps, websites, and data gathering and parsing capabilities that could best help them meet community needs. Then, the lovable techies (most of them BC and Cal State University Bakersfield students) were off to work on developing their apps all weekend long.

Esperanza Contreras, 2-1-1 Program Manager, presented to a room full of participants on the 17th, and I led a mental health panel discussion on the 18th, enlisting the help of four experts that deal with problems as diverse as suicide prevention, military trauma—including post-traumatic stress disorder and military sexual trauma—stigma against seeking mental health services in rural areas or in communities of color, and mental health issues that affect the LGBT community.

The top three teams developed websites or applications that had to do with depression and a response thereto, the need for having a database of service providers who are culturally sensitive to LGBT issues, and the stimulation of the brains of Alzheimer's sufferers.

To learn more about the wonderful work the KIT Community is doing, please visit www.followthefox.org.

capk
Community Action Partnership of Kern



FREE SOLAR FOR YOUR HOME

Provides up to a 6k Watts system for the home. The solar system and installation is 100% free. Homeowner will own the system free and clear. A limited amount of systems are available.

Eligibility Requirements

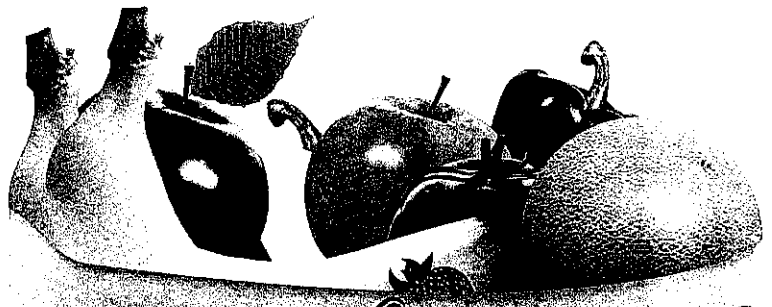
- Home must be owner-occupied.
- Home must qualify for weatherization or have been weatherized within the last two years.
- Home must be located in Kern County
- Household must have an income of 60% or less of the California Median Income.
- Home must be located within the California's disadvantaged area map.
- Home must have a good roof (at least 10-15 years of life left).
- Roof must be unshaded and facing in the right direction (typically south or southwest or west).
- Electrical panel needs to be able to handle the Solar PV.
- All attachments, improvements, and additions to the home must be legally permitted.

CSD

SUNPOWER
Authorized Dealer

Fresno Economic Opportunities Commission
Weatherization Services

For More Information Please Dial: 2-1-1



GET bus · Self-Help · BARC · Panera Bread · capk · FOOD BANK

GET's Food Distribution and Resource Faire

APRIL 14
9AM TO 12PM
22ND AND EYE STREET

Milestone Anniversaries

We would like to give special recognition to those employees who are celebrating a milestone anniversary. Your hard work and dedication touches the lives of our community and inspires us all.

3 years:
Tiffany Andrews
Fredy Jimenez
Paulino Cruz
Sandra Barajas
Ana Hernandez
Berta Mosqueda
Noelia Bueno
Lakeisha Griffin
Jeannette Hernandez
Anabel Jimenez
Marlen Ocampo
Aurora Constanza
Christina Mendez

5 years:
Alice Duran
Sarah Villagran
Adriana Gonzalez
Cynthia Randolph
Robin Jennings
Luisa Saldana De Flores
Amanda Norman
Teresa Lara

10 years:
Nadine Berry
Elizabeth Cisneros
Juana Ortega Reyes
Dorothy Belk
Maria Hernandez De Quintero
Juana Pantoja
Rico Patricio
Elia Arreola

15 years:
Liliana Martinez
Rita Gomez
Theresa Lopez
Angela Adams

20 years:
Verlinda Denwitty
Lydia Sandoval

25 years:
Toni Santillan

COMMUNITY ACTION PARTNERSHIP OF KERN
FOOD BANK

STUFF the BUS FOOD DRIVE

GET BUS
GOLDEN EMPIRE TRANSIT DISTRICT

Stuff the Bus Food Drive

Bring your non-perishable food items Friday, March 31 from 4:30am to 6:00pm to the Sears Parking Lot (At the corner of Ming & Wible in Bakersfield)

Sponsorship Opportunities

Gold - $2,500
- Featured in promotional TV commercials, plus digital mobile and Web page ads
- Logo on event t-shirts
- Event t-shirts
- Logo on social media & the web
- Promotional materials at event
- Radio mentions during event
- Booth opportunities available at the event

Silver - $1,000
- Logo on social media & the web
- Logo on event t-shirts
- Promotional materials at event
- Radio mentions during event

Bronze - $500
- Logo on social media & the web
- Radio mentions during event

Your organization can also help by hosting a food drive. It's easy and the CAPK Food Bank can help.

For sponsorship opportunities please contact:

Albert Garza
GET Bus
agarza@getbus.org
(661) 869-6341

Yazid Alawgarey
CAPK Food Bank
Yalawgarey@capk.org
(661) 398-4520

capk
Community Action Partnership of Kern

UPCOMING EVENTS

March 31	**Stuff the Bus Food Drive. 4:30 A.M. – 6 P.M. Sears Parking Lot (at the corner of Ming & Wible in Bakersfield.)**
April 1	**Kiwanis One Day Community Garden Project. 9 A.M.–11:30 2424 Cottonwood Road, Bakersfield, CA 93307**
April 14	**GET's Food Distribution and Resource Faire. 9 A.M. – 12 P.M. 22nd & Eye St, Bakersfield, CA**
April 18	**Tax Day! Don't procrastinate: Schedule your NO-COST CAPK Volunteer Income Tax Assistance appointment today by calling 2-1-1.**
May	**National Community Action Month**
May 2	**Give Big KERN. 24-hour online giving day. www.givebigkern.org.**
May 18	**CAPK Humanitarian Awards Banquet & Fundraiser. 6-9 P.M.** DoubleTree by Hilton. 3100 Camino Del Rio Ct, Bakersfield, CA 93308

Visit our website at: www.capk.org

Find us on Facebook **www.facebook.com/capkern**

Follow us twitter:@CAP_Kern

Contact Us

The CAPK Times Newsletter is produced by the Outreach & Advocacy Team of the Community Development Division.

Editor: **Louis Medina**, Outreach & Advocacy Manager • *Designer:* **Raul Gallardo**, Resource & Outreach Coordinator
Contributing Writer: **Cristina Hernandez**, Bilingual Resource & Outreach Coordinator

Contributed articles and photos by Staff, Clients, Volunteers and Board Members are always welcome. Please send all copy and photos/graphics submissions, as well as requests to be added to our e-mail distribution list, to:

Lmedina@capk.org , Rgallardo@capk.org or C.hernandez@capk.org For information, please call (661) 336-5236 x1113, x1160 or x2584.

Stories will be vetted and may be edited prior to publication.