



SPECIAL CALL MEETING

Policy Council Agenda

June 6, 2019

5005 Business Park North, Suite 130 Board Room

Bakersfield, CA 93309

12:00 p.m. - 12:30 p.m.

1. Call to Order Chairperson

2. Roll Call/Set Quorum Secretary

3. Approval of Agenda Chairperson
 - a. Agenda dated: June 6, 2019

4. 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.*

5. New Business Chairperson *ACTION
 - a. Head Start/Early Head Start Kern Request to Carry Over Funds for Budget Year 2018-2019; with Resolution – Yolanda Gonzales, Head Start/State Child Development Director


6. Adjournment Chairperson

Next Policy Council meeting is at 5:30 p.m. on June 25, 2019 to be held at
5005 Business Park North, Suite 130, Bakersfield, CA 93309

This is to certify that this agenda notice was posted in the lobby of the CAPK Administration Office, 5005 Business Park North, Bakersfield, CA and online at www.capk.org by 12:00pm, June 3, 2019.
Lisa Price – Program Governance Coordinator

COMMUNITY ACTION PARTNERSHIP OF KERN

MEMORANDUM

To: Policy Council Executive Committee

From: Yolanda Gonzales, Director of Head Start and State Child Development
Date: June 6, 2019
Subject: *Agenda Item 5A:* Head Start/Early Head Start Kern Carry Over Request for the 2018-2019 Budget Year – **Action Item**

The Head Start and State Child Development staff have identified savings in the Kern HS/EHS 2018-2019 Budget Year ending February 28, 2019. A balance of \$210,142 remains in base funds, primarily from the Fringe Benefits and Indirect cost categories. The actual cost of Workers' Compensation insurance was less than the amount estimated in the budget; the actual amount of Indirect costs charged to the grant was less than the amount estimated in the budget.

In consulting with Regional Office, they are open to CAPK carrying the funds over into the current budget period. It has been proposed to use these funds toward the Pete H. Parra loan. The mortgage for Pete Parra has a principal balance at the end of 2/28/19 of \$1,792,832.97. If paid at the current rate without any escalation of payments, CAPK would pay this mortgage off by 6/30/26. An escalated payment from this identified savings would save interest expense and allow for future payments to pay down the principal faster. The debt to equity ratio of the program improves with this escalated payment. Ultimately, this improves the long-term stability of the Kern Head Start program and benefits the children and family we serve.

Included with this memorandum is a budget detail. The amount of \$210,142 will be requested to be moved to the 2019-20 funding year, and CAPK plans to complete this payment to the loan the carry over request is completed by the regional office.

Recommendation

Staff recommends the Policy Council's Executive Committee approve the Head Start/Early Head Start Kern Carry Over request.

Attachments:
Kern Budget Detail