



## Policy Council Budget & Finance Committee Meeting Agenda

Meeting held via Microsoft Teams: [Join the meeting now](#)

Meeting ID: 296 165 575 449

February 18, 2025

5:30 p.m. – 6:15 p.m.

1. Welcome
2. Call to order
3. Roll call and establish quorum (half plus one)
4. Approval of Agenda
  - a. February 18, 2025
5. Approval of Minutes
  - a. January 21, 2025
6. Introduction of Guests
7. Public Forum

*(The public wishing to address the Policy Council Budget & Finance Committee may do so at this time; however, the Committee will take no action other than referring the item to staff for study and analysis.)*
8. Presentation/Discussion Items – Louis Rodriquez, Finance Administrator
  - a. Head Start Budget to Actual Report - March 1, 2024, through December 31, 2024
  - b. Early Head Start Budget to Actual Report - March 1, 2024, through December 31, 2024
  - c. Head Start (No Cost Extension) Budget to Actual Report – March 1, 2023, through December 31, 2024
  - d. Early Head Start (No Cost Extension) Budget to Actual Report – March 1, 2023, through December 31, 2024
  - e. Head Start and Early Head Start Non-Federal Share (In-kind) Report, March 1, 2024, through December 31, 2024
  - f. Early Head Child Care Partnerships Start Non-Federal Share (In-kind) Report, March 1, 2024, through December 31, 2024
  - g. Head Start Building Proceeds for Central Kitchen– December 31, 2024
  - h. Parent Local Travel & Childcare through December 31, 2024
  - i. Parent Activities Funds through December 31, 2024
9. Announcements
10. Meeting Adjourned

*"Individual commitment to a group effort – that is what make a teamwork, a company work, a society work, a civilization work." – Vince Lombardi*

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**Committee Chairperson** – Gabriela Rangel  
Rene Mayhorn Williams, Ruby Cruz  
Head Start / State Child Development  
661.336.5236

Community Action Partnership of Kern  
Head Start / State Child Development  
Policy Council Budget & Finance Committee Meeting Minutes  
January 21, 2025  
Audio Only: (213) 204-2374 Phone Conference ID: 263 725 286#

**1. Welcome**

Chairperson, Gabriela Rangel welcomed members to the meeting.

**2. Call to Order**

a. The meeting was called to order at 5:34 p.m.

**3. Roll Call and establish Quorum (half plus one)**

a. Quorum was established.

b. Members present: Rene Mayhorn Williams, Ruby Cruz, Gabriela Rangel

c. Members not present: None

**4. Approval of Agenda**

Rene Mayhorn Williams made to approve the agenda dated January 21, 2025;  
seconded by Gabriela Rangel. Motion carried.

**5. Introduction of Guests**

Guests in attendance were Louis Rodriguez, Finance Administrator and Lisa Gonzales, Program Governance Coordinator.

**6. Public Forum**

*(The public wishing to address the Policy Council Budget & Finance Committee may do so at this time; however, the Committee will take no action other than referring the item to staff for study and analysis.)*

None

**7. Presentation / Discussion Items – Louis Rodriguez, Finance Administrator**

The Head Start Budget to Actual report for the period ending November 30, 2024, which is nine months of a twelve month budget period was presented to the committee for review and discussion. It was stated that the Head Start grant base funds were at 78% expended with training and technical assistance funds at 79% expended. Louis also stated that our Non-Federal Share (inkind) is at 101%, which is great, noting that we have already reached our non-federal share goal for the current fiscal year. An opportunity to ask questions about the information shared was presented. Gabriela inquired about the credit card information shared on the budget report. Louis shared that information for the top six agency credit cards used is what's reflected on the Head Start budget report. The information details total expenditures for each as well as any balance over a thirty, sixty and ninety day period. It was also reiterated that this report reflects agency wide credit card usage. Rene stated that the information provided to members prior to the meeting was very detailed, and because of such he had no questions at this time. Information provided to members included definitions of line items as contained in budget to actual reports as well as an overview of non-federal share match for Head Start programs as found on the Head Start.gov website.

The Early Head Start budget report for the same reporting period was shared. Base funds are 61% expended and training and technical assistance 67% expended. Committee members had no questions about these reports.

In continuing to review the balance of financial reports, the Head Start No-Cost Extension report for the period beginning March 1, 2023, through November 30, 2024, was also shared and reviewed. Louis reminded committee members that this report is the carryover from the previous fiscal year. This report reflects twenty-one months (87.5%) elapsed of a twenty-four month period, which will run through February 28, 2025. Louis shared this No-Cost Extension granted by the Office of Head Start will allow for completion of ongoing capital projects benefitting our Head Start program. Base funds for the Head Start grant were 96% expended, with training and technical assistance at 99%. The No-Cost Extension report for the Early Head Start grant was also shared for the same reporting period. Base funds were 87% expended with training and technical assistance at 100% expended. It was asked if there would not be any additional spending for training and technical assistance since this grant was already 100% expended. Louis confirmed there would not be any additional training and technical assistance expenditures from the Early Head Start No-Cost Extension grant because it has already been depleted; however there are still (minimal) funds available in the Head Start No-Cost Extension as well as in the current Head Start and Early Head Start grants for training and technical assistance.

Details of the Non-Federal Share Report were provided. It was noted that the total inkind for the program from March 1, 2024, through November 30, 2024, was \$13.3 million. This report shares information as broken down per site. It was also shared that while this report reflects per center/program data when the program reports non-federal share/inkind information, it is presented for the entire program; it is not broken down as shown on the Non-Federal Share Report. The Non-Federal Share Report, as broken down, is for our programs knowledge. Lisa added that the inkind figures are also shared with parents during their monthly parent meetings. She added that attendance at parent meetings also generates inkind, which is completed by staff and sent to Finance for calculation. Gabriela asked about center specific activities, exemplifying a Slime event which took place recently at Cal City, and inkind calculations. Lisa shared that inkind for those types of events are completed by staff, parents can support by making sure they always sign in for special events and parent meetings to ensure maximum calculation.

In reviewing the Head Start building proceeds for the Central Kitchen, Louis recapped and stated that two buildings were sold, for a total of \$3.3 million. A request was made to the Office of Head Start with subsequent approval given to remodel an existing owned property to create a new space for the Central Kitchen. It was further stated that as of November 30, 2024, there has been \$484,704 spent on the remodel, which is 14.4% of this project's budget, leaving a balance of \$2.8 million for this project. It was asked if there is a completion date set for the project. Louis shared that to the best of his knowledge, the completion date is set for the end of February 2025; however construction can have varying factors that may challenge project completion dates.

The parent local travel and childcare report was provided for the period ending November 30, 2024. It was noted there was \$178.99 in Head Start expenditures and Early Head Start had expenditures of \$180.83. In reviewing the parent activities report it was noted there has been \$2,121.93 expended from the Head Start grant and \$1,216.89 expended from the Early Head Start grant for the period ending November 30, 2024. It was clarified that the starting figure in this report, (beginning balance as of March 2024) denotes the budget for the fiscal year for Parent Activities and as expenditures occur, they are deducted thus providing a remaining balance. Additionally, it was noted that our fiscal year runs March 1 through the last day of February. Lisa shared a few

examples of purchases that are coded to this line item which include but are not limited to Policy Council shirts, meals provided for Policy Council meetings, and more.

The proposed meeting dates for the balance of the Budget & Finance meetings were reviewed with the committee with an opportunity for questions and/or discussion to which there were none. Subsequently Rene Mayhorn Williams made a motion to approve the Policy Council Budget & Finance meeting dates as proposed; seconded by Ruby Cruz. Motion carried unanimously.

## **8. Announcements**

Gabriela shared that a father figure in her son's life (her Mom's husband) attended the Fatherhood Conference, and he really enjoyed it. He appreciated the invitation to attend the conference, and the opportunity provided to take home, books, souvenirs as well as other tools and resources.

Rene shared that he too was able to attend the Fatherhood Conference, and it was a very fun time and very insightful; it was more than he expected it to be!

Lisa thanked members for their attendance and participation. She also reminded them about the upcoming Policy Council meeting, next Tuesday, January 28, 2025. She also extended an invitation to the Health and Mental Health Advisory Committee Meeting taking place on Thursday, January 23, 2025 in person at the CAPK Administrative Office located on 18<sup>th</sup> Street in Bakersfield from 12:00 p.m. to 2:00 p.m.

The next Policy Council Budget & Finance meeting will be at 5:30 p.m. on Tuesday, February 18, 2025.

## **9. Adjournment**

The meeting was adjourned at 5:54 p.m.



## MEMORANDUM

To: Budget and Finance Committee of Policy Council

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

Date: February 18, 2025

Subject: *Head Start*  
Budget to Actual Report for the period ended December 31, 2024 – **Info Item**

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The Office of Head Start has awarded CAPK the full amount of its Head Start and Early Head Start grant for a five-year budget period, the first-year budget period is March 1, 2024, through February 28, 2025.

The following are highlights of the Head Start Budget to Actual Report for the period of March 1, 2024, through December 31, 2024. Ten months (83.3%) of the 12-month budget period have elapsed.

### **Base Funds**

Overall expenditures are at 89% of the budget.

### **Training & Technical Assistance Funds**

Overall expenditures are at 100% of the budget.

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

The non-Federal share is at 114% of the budget.

**Community Action Partnership of Kern**  
**Head Start**  
**Budget to Actual Report**  
*Budget Period: March 1, 2024 - February 28, 2025*  
*Report Period: March 1, 2024 - December 31, 2024*  
 Month 10 of 12 (83.3%)

Prepared 02/03/2025

| <b>BASE FUNDS</b>         | <b>BUDGET</b>     | <b>ACTUAL</b>     | <b>REMAINING</b> | <b>%<br/>SPENT</b> | <b>% REMAINING</b> |
|---------------------------|-------------------|-------------------|------------------|--------------------|--------------------|
| PERSONNEL                 | 7,789,945         | 7,239,382         | 550,563          | 93%                | 7%                 |
| FRINGE BENEFITS           | 2,534,192         | 2,283,221         | 250,971          | 90%                | 10%                |
| TRAVEL                    | 55,000            | 51,806            | 3,195            | 94%                | 6%                 |
| EQUIPMENT                 | -                 | -                 | -                |                    |                    |
| SUPPLIES                  | 535,017           | 849,713           | (314,696)        | 159%               | -59%               |
| CONTRACTUAL               | 186,280           | 174,774           | 11,506           | 94%                | 6%                 |
| CONSTRUCTION              | -                 | -                 | -                |                    |                    |
| OTHER                     | 4,417,992         | 3,183,739         | 1,234,253        | 72%                | 28%                |
| INDIRECT                  | 1,533,410         | 1,309,212         | 224,198          | 85%                | 15%                |
| <b>TOTAL BASE FUNDING</b> | <b>17,051,836</b> | <b>15,091,846</b> | <b>1,959,990</b> | <b>89%</b>         | <b>11%</b>         |

**TRAINING & TECHNICAL ASSISTANCE**

|                                                  |                |                |          |             |           |
|--------------------------------------------------|----------------|----------------|----------|-------------|-----------|
| TRAVEL                                           | 60,904         | 34,717         | 26,187   | 57%         | 43%       |
| SUPPLIES                                         | 23,986         | 21,934         | 2,052    | 91%         | 9%        |
| CONTRACTUAL                                      | 12,800         | 1,350          | 11,450   | 11%         | 89%       |
| OTHER                                            | 63,752         | 99,998         | (36,246) | 157%        | -57%      |
| INDIRECT                                         | 16,144         | 19,587         | (3,443)  | 121%        | -21%      |
| <b>TOTAL TRAINING &amp; TECHNICAL ASSISTANCE</b> | <b>177,586</b> | <b>177,586</b> | <b>0</b> | <b>100%</b> | <b>0%</b> |

|                                     |                   |                   |                  |            |            |
|-------------------------------------|-------------------|-------------------|------------------|------------|------------|
| <b>GRAND TOTAL HS FEDERAL FUNDS</b> | <b>17,229,422</b> | <b>15,269,432</b> | <b>1,959,990</b> | <b>89%</b> | <b>11%</b> |
|-------------------------------------|-------------------|-------------------|------------------|------------|------------|

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

| <b>SOURCE</b>            | <b>BUDGET</b>     | <b>ACTUAL</b>     | <b>REMAINING</b>   | <b>%<br/>SPENT</b> | <b>% REMAINING</b> |
|--------------------------|-------------------|-------------------|--------------------|--------------------|--------------------|
| IN-KIND                  | 2,252,076         | 3,412,574         | (1,160,498)        | 152%               | -52%               |
| CALIF DEPT OF ED         | 10,925,665        | 11,569,523        | (643,858)          | 106%               | -6%                |
| <b>TOTAL NON-FEDERAL</b> | <b>13,177,741</b> | <b>14,982,097</b> | <b>(1,804,356)</b> | <b>114%</b>        | <b>-14%</b>        |

Budget reflects Notice of Award #09CH012489-01-03

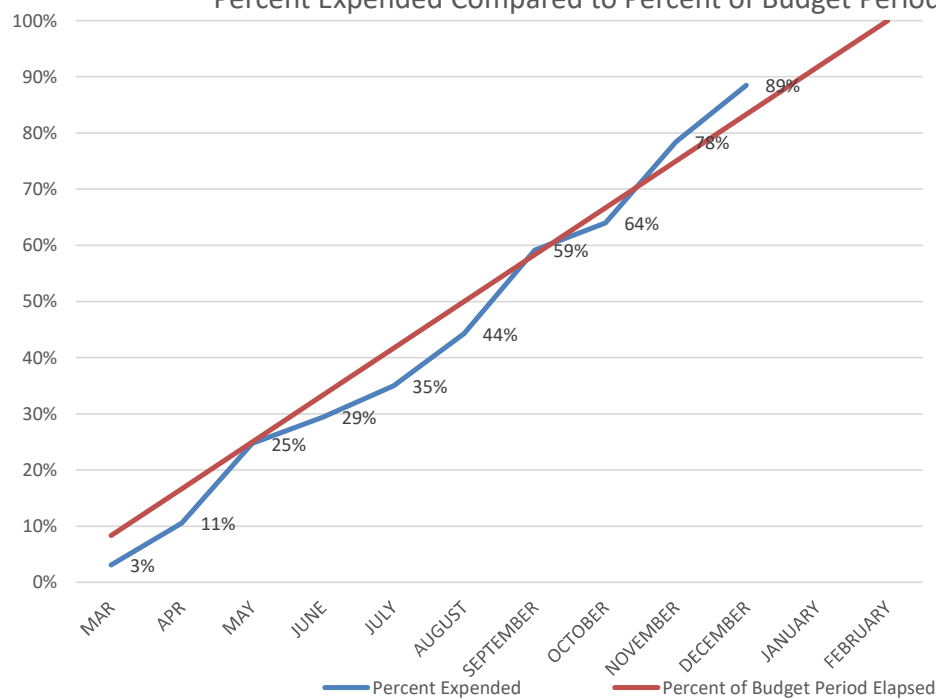
Actual expenditures include posted expenditures and estimated adjustments through 12/31/2024

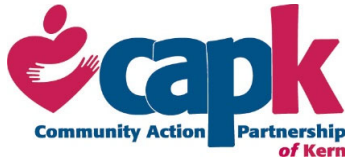
**Administrative Cost for HS and EHS Combined** **4.2%**

**Agency-Wide Credit Card Report**

|                                           | <b>CURRENT</b> | <b>1 TO 30</b> | <b>31 TO 60</b> | <b>61 TO 90</b> | <b>TOTAL</b>  | <b>STATEMENT<br/>DATE</b> |
|-------------------------------------------|----------------|----------------|-----------------|-----------------|---------------|---------------------------|
| <b>Wells Fargo</b>                        | 50,778         | -              | -               | -               | <b>50,778</b> | 1/1/2025                  |
| <b>Lowe's</b>                             | 2,028          | 325            | -               | -               | <b>2,353</b>  | 1/1/2025                  |
| <b>Smart &amp; Final</b>                  | 396            | -              | -               | -               | <b>396</b>    | 1/2/2025                  |
| <b>Save Mart</b>                          | 689            | -              | -               | -               | <b>689</b>    | 1/4/2025                  |
| <b>Chevron &amp; Texaco Business Card</b> | 6,873          | -              | -               | -               | <b>6,873</b>  | 1/6/2025                  |
| <b>Home Depot</b>                         | 10,802         | -              | -               | -               | <b>10,802</b> | 1/5/2025                  |
|                                           | <b>71,565</b>  | <b>325</b>     | <b>-</b>        | <b>-</b>        | <b>71,891</b> |                           |

Head Start  
Percent Expended Compared to Percent of Budget Period Elapsed





## MEMORANDUM

To: Budget and Finance Committee of Policy Council

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

Date: February 18, 2025

Subject: *Early Head Start*  
Budget to Actual Report for the period ended December 31, 2024 – **Info Item**

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The Office of Head Start has awarded CAPK the full amount of its Head Start and Early Head Start grant for a five-year budget period, the first-year budget period is March 1, 2024, through February 28, 2025.

The following are highlights of the Early Head Start Budget to Actual Report for the period of March 1, 2024, through December 31, 2024. Ten months (83.3%) of the 12-month budget period has elapsed.

### **Base Funds**

Overall expenditures are at 69% of the budget.

### **Training & Technical Assistance Funds**

Overall expenditures are at 70% of the budget.

**Community Action Partnership of Kern  
Early Head Start**

**Budget to Actual Report**

*Budget Period: March 1, 2024 - February 28, 2025*

*Report Period: March 1, 2024 - December 31, 2024*

*Month 10 of 12 (83.3%)*

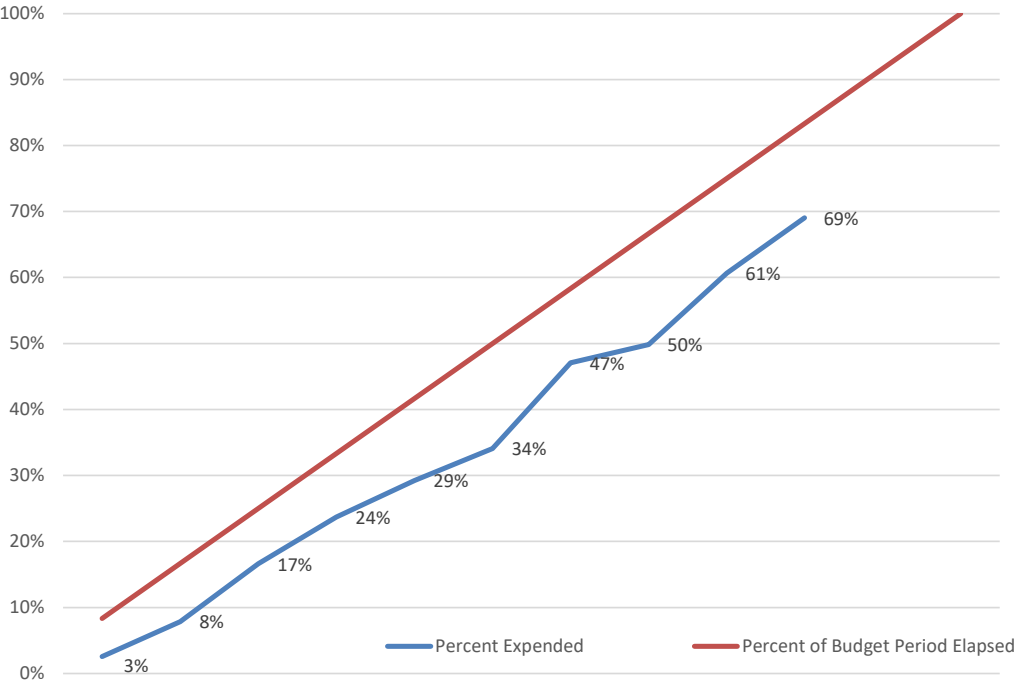
Prepared 02/03/2025

| <b>BASE FUNDS</b>                                | <b>BUDGET</b>     | <b>ACTUAL</b>     | <b>REMAINING</b> | <b>% SPENT</b> | <b>%<br/>REMAINING</b> |
|--------------------------------------------------|-------------------|-------------------|------------------|----------------|------------------------|
| PERSONNEL                                        | 12,396,888        | 8,422,347         | 3,974,541        | 68%            | 32%                    |
| FRINGE BENEFITS                                  | 3,803,667         | 2,594,347         | 1,209,320        | 68%            | 32%                    |
| TRAVEL                                           | 45,000            | 55,588            | (10,588)         | 124%           | -24%                   |
| EQUIPMENT                                        | -                 | -                 | -                |                |                        |
| SUPPLIES                                         | 751,602           | 658,862           | 92,740           | 88%            | 12%                    |
| CONTRACTUAL                                      | 1,001,244         | 565,220           | 436,024          | 56%            | 44%                    |
| CONSTRUCTION                                     | -                 | -                 | -                |                |                        |
| OTHER                                            | 2,518,573         | 1,888,631         | 629,942          | 75%            | 25%                    |
| INDIRECT                                         | 2,001,083         | 1,364,817         | 636,266          | 68%            | 32%                    |
| <b>TOTAL BASE FUNDING</b>                        | <b>22,518,057</b> | <b>15,549,813</b> | <b>6,968,244</b> | <b>69%</b>     | <b>31%</b>             |
| <b>TRAINING &amp; TECHNICAL ASSISTANCE</b>       |                   |                   |                  |                |                        |
| PERSONNEL                                        | -                 | -                 | -                |                |                        |
| FRINGE BENEFITS                                  | -                 | -                 | -                |                |                        |
| TRAVEL                                           | 118,632           | 75,037            | 43,595           | 63%            | 37%                    |
| SUPPLIES                                         | 30,013            | 11,762            | 18,251           | 39%            | 61%                    |
| CONTRACTUAL                                      | 26,080            | 13,004            | 13,076           | 50%            | 50%                    |
| OTHER                                            | 137,953           | 118,356           | 19,597           | 86%            | 14%                    |
| INDIRECT                                         | 31,268            | 21,365            | 9,903            | 68%            | 32%                    |
| <b>TOTAL TRAINING &amp; TECHNICAL ASSISTANCE</b> | <b>343,946</b>    | <b>239,525</b>    | <b>104,421</b>   | <b>70%</b>     | <b>30%</b>             |
| <b>GRAND TOTAL EHS FEDERAL FUNDS</b>             | <b>22,862,003</b> | <b>15,789,339</b> | <b>7,072,664</b> | <b>69%</b>     | <b>31%</b>             |

Budget reflects Notice of Award #09CH012489-01-03

Actual expenditures include posted expenditures and estimated adjustments through 12/31/2024

Early Head Start  
Percent Expended Compared to Percent of Budget Period Elapsed





## MEMORANDUM

To: Budget and Finance Committee of Policy Council

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

Date: February 18, 2025

Subject: *Head Start (No Cost Extension)*  
Budget to Actual Report for the period ended December 31, 2024 – **Info Item**

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The following are highlights of the Head Start Budget to Actual Report for the period of March 1, 2023, through December 31, 2024. Twenty-Two months (91.7%) of the 24-month budget period have elapsed. The office of Head Start processed a no cost extension to the prior year contract through February 28, 2025. This will allow CAPK to complete ongoing capital projects to benefit the Head Start program.

### **Base Funds**

Overall expenditures are 99% of the budget.

### **Training & Technical Assistance Funds**

Overall expenditures are 99% of the budget.

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

The non-Federal share is 117% of the budget.

# Community Action Partnership of Kern

## Head Start

### Budget to Actual Report

Budget Period: March 1, 2023 - February 28, 2025 (No Cost Extension)

Report Period: March 1, 2023 - December 31, 2024

Month 22 of 24 (91.7%)

Prepared 02/05/2025

| BASE FUNDS                | BUDGET            | ACTUAL            | REMAINING      | % SPENT    | % REMAINING |
|---------------------------|-------------------|-------------------|----------------|------------|-------------|
| PERSONNEL                 | 9,658,498         | 8,943,165         | 715,333        | 93%        | 7%          |
| FRINGE BENEFITS           | 3,658,298         | 2,359,638         | 1,298,660      | 65%        | 35%         |
| TRAVEL                    | 95,133            | 95,111            | 22             | 100%       | 0%          |
| EQUIPMENT                 | 314,100           | 331,096           | (16,996)       | 105%       | -5%         |
| SUPPLIES                  | 797,427           | 1,607,654         | (810,227)      | 202%       | -102%       |
| CONTRACTUAL               | 176,344           | 284,164           | (107,820)      | 161%       | -61%        |
| CONSTRUCTION              | 1,000,000.00      | 1,240,172         | (240,172)      | 124%       | -24%        |
| OTHER                     | 4,202,341         | 4,859,883         | (657,542)      | 116%       | -16%        |
| INDIRECT                  | 1,802,197         | 1,708,351         | 74,317         | 95%        | 5%          |
| <b>TOTAL BASE FUNDING</b> | <b>21,704,338</b> | <b>21,429,234</b> | <b>255,575</b> | <b>99%</b> | <b>1%</b>   |

#### TRAINING & TECHNICAL ASSISTANCE

|                                                  |                |                |              |            |           |
|--------------------------------------------------|----------------|----------------|--------------|------------|-----------|
| TRAVEL                                           | 41,904         | 41,904         | -            | 100%       | 0%        |
| SUPPLIES                                         | 23,986         | 23,986         | -            | 100%       | 0%        |
| CONTRACTUAL                                      | 22,800         | 22,800         | -            | 100%       | 0%        |
| OTHER                                            | 72,752         | 72,752         | -            | 100%       | 0%        |
| INDIRECT                                         | 16,144         | 13,566         | 2,578        | 84%        | 16%       |
| <b>TOTAL TRAINING &amp; TECHNICAL ASSISTANCE</b> | <b>177,586</b> | <b>175,008</b> | <b>2,578</b> | <b>99%</b> | <b>1%</b> |

|                                     |                   |                   |                |            |           |
|-------------------------------------|-------------------|-------------------|----------------|------------|-----------|
| <b>GRAND TOTAL HS FEDERAL FUNDS</b> | <b>21,881,924</b> | <b>21,604,242</b> | <b>258,153</b> | <b>99%</b> | <b>1%</b> |
|-------------------------------------|-------------------|-------------------|----------------|------------|-----------|

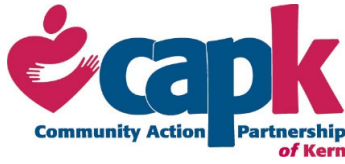
#### HEAD START and EARLY HEAD START COMBINED NON-FEDERAL SHARE

| SOURCE                   | BUDGET            | ACTUAL            | REMAINING          | % SPENT     | % REMAINING |
|--------------------------|-------------------|-------------------|--------------------|-------------|-------------|
| IN-KIND                  | 1,958,398         | 3,993,841         | (2,035,443)        | 204%        | -104%       |
| CALIF DEPT OF ED         | 11,131,398        | 11,261,048        | (129,650)          | 101%        | -1%         |
| <b>TOTAL NON-FEDERAL</b> | <b>13,089,796</b> | <b>15,254,889</b> | <b>(2,165,093)</b> | <b>117%</b> | <b>-17%</b> |

Budget reflects Notice of Award #09CH011132-05-02

Actual expenditures include posted expenditures and estimated adjustments through 12/31/2024

**Administrative Cost for HS and EHS Combined** **11.2%**



## MEMORANDUM

To: Budget and Finance Committee of Policy Council

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

Date: February 18, 2025

Subject: *Early Head Start (No Cost Extension)*  
Budget to Actual Report for the period ended December 31, 2024 – **Info Item**

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The following are highlights of the Early Head Start Budget to Actual Report for the period of March 1, 2023, through December 31, 2024. Twenty-Two months (91.7%) of the 24-month budget period have elapsed. The office of Head Start processed a no cost extension to the prior year contract through February 28, 2025. This will allow CAPK to complete ongoing capital projects to benefit the Head Start program.

### **Base Funds**

Overall expenditures are 87% of the budget.

### **Training & Technical Assistance Funds**

Overall expenditures are 100% of the budget.

**Community Action Partnership of Kern  
Early Head Start  
Budget to Actual Report**

*Budget Period: March 1, 2023 - February 28, 2025 (No Cost Extension)*

Report Period: March 1, 2023 - December 31, 2024

Month 22 of 24 (91.7%)

Prepared 02/05/2025

| <b>BASE FUNDS</b>                                | <b>BUDGET</b>     | <b>ACTUAL</b>     | <b>REMAINING</b> | <b>% SPENT</b> | <b>%<br/>REMAINING</b> |
|--------------------------------------------------|-------------------|-------------------|------------------|----------------|------------------------|
| PERSONNEL                                        | 8,982,421         | 8,890,992         | 91,429           | 99%            | 1%                     |
| FRINGE BENEFITS                                  | 2,516,917         | 2,455,606         | 61,311           | 98%            | 2%                     |
| TRAVEL                                           | 87,198            | 37,190            | 50,008           | 43%            | 57%                    |
| EQUIPMENT                                        | 100,000           | 201,144           | (101,144)        | 201%           | -101%                  |
| SUPPLIES                                         | 1,218,470         | 1,047,148         | 171,322          | 86%            | 14%                    |
| CONTRACTUAL                                      | 1,092,541         | 949,446           | 143,095          | 87%            | 13%                    |
| CONSTRUCTION                                     | 1,345,378         | 57,201            | 1,288,177        | 4%             | 96%                    |
| OTHER                                            | 3,448,554         | 2,555,083         | 893,471          | 74%            | 26%                    |
| INDIRECT                                         | 1,689,353         | 1,540,689         | 148,664          | 91%            | 9%                     |
| <b>TOTAL BASE FUNDING</b>                        | <b>20,480,832</b> | <b>17,734,499</b> | <b>2,746,333</b> | <b>87%</b>     | <b>13%</b>             |
| <b>TRAINING &amp; TECHNICAL ASSISTANCE</b>       |                   |                   |                  |                |                        |
| PERSONNEL                                        | -                 | -                 | -                |                |                        |
| FRINGE BENEFITS                                  | -                 | -                 | -                |                |                        |
| TRAVEL                                           | 44,192            | 44,496            | (304)            | 101%           | -1%                    |
| SUPPLIES                                         | 30,013            | 30,013            | -                | 100%           | 0%                     |
| CONTRACTUAL                                      | 26,080            | 26,080            | -                | 100%           | 0%                     |
| OTHER                                            | 212,393           | 212,393           | -                | 100%           | 0%                     |
| INDIRECT                                         | 31,268            | 31,092            | 176              | 99%            | 1%                     |
| <b>TOTAL TRAINING &amp; TECHNICAL ASSISTANCE</b> | <b>343,946</b>    | <b>344,074</b>    | <b>(128)</b>     | <b>100%</b>    | <b>0%</b>              |
| <b>GRAND TOTAL EHS FEDERAL FUNDS</b>             | <b>20,824,778</b> | <b>18,078,573</b> | <b>2,746,205</b> | <b>87%</b>     | <b>13%</b>             |

Budget reflects Notice of Award #09CH011132-05-02

Actual expenditures include posted expenditures and estimated adjustments through 12/31/2024

| LOCATION                  | Enroll-ment | March     | April     | May       | June    | July    | Aug       | Sep       | Oct       | Nov       | Dec       | YTD Totals  | Kern/SJC | IN-KIND GOAL | % OF GOAL MET |
|---------------------------|-------------|-----------|-----------|-----------|---------|---------|-----------|-----------|-----------|-----------|-----------|-------------|----------|--------------|---------------|
| Alberta Dillard           | 34          | 15,847    | 15,179    | 6,902     | 0       | 0       | 7,153     | 13,690    | 16,899    | 18,099    | 11,495    | 105,264     | Kern     | 43,028       | 245%          |
| Alicante                  | 17          | 10,869    | 11,808    | 10,120    | 8,079   | 6,979   | 4,844     | 13,433    | 11,581    | 9,474     | 2,639     | 89,826      | Kern     | 21,514       | 418%          |
| Angela Martinez           | 75          | 27,839    | 26,752    | 14,794    | 17,194  | 20,914  | 24,750    | 24,268    | 30,797    | 30,439    | 20,849    | 238,596     | Kern     | 94,916       | 251%          |
| Broadway                  | 37          | 11,643    | 7,909     | 5,992     | 0       | 0       | 3,435     | 8,520     | 3,489     | 218       | 4,010     | 45,216      | Kern     | 46,825       | 97%           |
| California City           | 17          | 8,464     | 12,184    | 3,116     | 0       | 0       | 0         | 0         | 0         | 0         | 0         | 23,763      | Kern     | 21,514       | 110%          |
| Cleo Foran                | 23          | 9,095     | 11,613    | 12,788    | 8,230   | 6,041   | 7,599     | 4,281     | 9,255     | 3,655     | 2,864     | 75,421      | Kern     | 29,107       | 259%          |
| Delano                    | 60          | 24,094    | 25,425    | 15,771    | 0       | 0       | 8,875     | 20,321    | 25,006    | 21,289    | 22,600    | 163,381     | Kern     | 75,933       | 215%          |
| East California           | 52          | 10,239    | 9,308     | 4,334     | 656     | 0       | 0         | 0         | 0         | 0         | 0         | 24,536      | Kern     | 65,808       | 37%           |
| Fairfax                   | 34          | 8,091     | 8,219     | 4,907     | 0       | 338     | 2,460     | 6,258     | 7,267     | 7,253     | 5,724     | 50,517      | Kern     | 43,028       | 117%          |
| Harvey L. Hall            | 146         | 21,066    |           | 17,703    | 17,322  | 20,065  | 21,124    | 22,660    | 19,334    | 15,849    | 23,255    | 178,376     | Kern     | 184,769      | 97%           |
| Heritage                  | 17          | 3,577     | 2,886     | 799       | 0       | 0       | 965       | 2,100     | 1,901     | 3,733     | 0         | 15,961      | Kern     | 21,514       | 74%           |
| Home Base                 | 160         | 8,211     | 4,033     | 3,319     | 1,526   | 5,210   | 9,639     | 5,475     | 7,952     | 6,309     | 10,804    | 62,476      | Kern     | 202,487      | 31%           |
| Lamont                    | 20          | 6,429     | 9,371     | 3,940     | 0       | 0       | 0         | 0         | 0         | 0         | 0         | 19,740      | Kern     | 25,311       | 78%           |
| Martha J. Morgan          | 50          | 239       | 256       | 6,620     | 251     | 0       | 0         | 365       | 258       | 248       | 988       | 9,226       | Kern     | 63,277       | 15%           |
| McFarland                 | 20          | 215       | 0         | 0         | 0       | 0       | 0         | 0         | 0         | 0         | 0         | 215         | Kern     | 25,311       | 1%            |
| Mojave                    | 20          | 3,490     | 2,750     | 1,019     | 0       | 0       | 0         | 0         | 0         | 0         | 0         | 7,259       | Kern     | 25,311       | 29%           |
| Oasis                     | 42          | 5,930     | 5,344     | 4,563     | 0       | 0       | 2,565     | 6,962     | 9,017     | 9,147     | 8,529     | 52,057      | Kern     | 53,153       | 98%           |
| Pete H. Parra             | 116         | 38,467    | 35,032    | 29,677    | 33,175  | 30,826  | 29,778    | 40,804    | 49,051    | 20,764    | 23,862    | 331,434     | Kern     | 146,803      | 226%          |
| Planz                     | 0           | 0         | 0         | 0         | 0       | 0       | 0         | 0         | 0         | 0         | 0         | 0           | Kern     | 0            | 0%            |
| Primeros Pasos            | 67          | 42,257    | 43,003    | 50,204    | 37,829  | 26,271  | 30,711    | 45,624    | 51,773    | 51,667    | 51,865    | 431,204     | Kern     | 84,791       | 509%          |
| Rosamond                  | 34          | 1,474     | 3,599     | 1,219     | 0       | 0       | 6,364     | 15,719    | 15,168    | 9,663     | 4,250     | 57,456      | Kern     | 43,028       | 134%          |
| San Diego                 | 32          | 6,452     | 8,156     | 7,606     | 6,795   | 8,498   | 5,817     | 6,214     | 9,158     | 5,472     | 4,125     | 68,295      | Kern     | 40,497       | 169%          |
| Seibert                   | 20          | 2,223     | 1,036     | 0         | 0       | 0       | 0         | 0         | 0         | 0         | 0         | 3,258       | Kern     | 25,311       | 13%           |
| Shafter                   | 17          | 2,058     | 3,790     | 799       | 3,640   | 2,016   | 1,922     | 1,541     | 1,775     | 1,752     | 1,354     | 20,647      | Kern     | 21,514       | 96%           |
| Shafter HS/EHS            | 24          | 4,087     | 4,024     | 3,424     | 2,683   | 2,485   | 3,776     | 4,146     | 3,613     | 5,351     | 4,168     | 37,757      | Kern     | 30,373       | 124%          |
| Sterling                  | 134         | 27,996    | 23,444    | 21,937    | 21,826  | 23,196  | 26,938    | 28,936    | 36,924    | 21,429    | 25,766    | 258,390     | Kern     | 169,583      | 152%          |
| Stockdale Head Start      | 45          | 0         | 0         | 0         | 0       | 0       | 0         | 0         | 0         | 0         | 0         | 0           |          |              |               |
| Sunrise Villa             | 17          | 905       | 1,552     | 745       | 0       | 0       | 0         | 2,259     | 1,658     | 2,941     | 0         | 10,059      | Kern     | 21,514       | 47%           |
| Taft                      | 51          | 4,118     | 6,079     | 5,535     | 0       | 0       | 4,012     | 6,381     | 6,826     | 5,501     | 3,402     | 39,853      | Kern     | 64,543       | 62%           |
| Tehachapi                 | 15          | 567       | 744       | 0         | 0       | 0       | 3,463     | 4,134     | 1,533     | 310       | 0         | 10,750      | Kern     | 18,983       | 57%           |
| Vineland                  | 17          | 1,788     | 1,609     | 562       | 0       | 0       | 1,822     | 6,318     | 8,413     | 5,845     | 5,573     | 31,931      | Kern     | 21,514       | 148%          |
| Virginia                  | 17          | 10,041    | 0         | 4,607     | 0       | 0       | 6,140     | 11,136    | 13,425    | 13,116    | 9,380     | 67,846      | Kern     | 21,514       | 315%          |
| Wesley                    | 60          | 15,716    | 597       | 7,850     | 0       | 0       | 0         | 0         | 0         | 0         | 0         | 24,163      | Kern     | 75,933       | 32%           |
| Willow                    | 40          | 9,709     | 119       | 5,731     | 0       | 0       | 5,089     | 9,364     | 12,440    | 10,044    | 8,149     | 60,644      | Kern     | 50,622       | 120%          |
| Administrative Services   |             | 0         | 0         | 0         | 0       | 0       | 0         | 0         | 0         | 0         | 0         | 0           | Kern/SJC | 0            | 0%            |
| PC Planning               |             | 0         | 0         | 0         | 0       | 0       | 0         | 0         | 0         | 0         | 0         | 0           | Kern/SJC | 0            | 0%            |
| PC By Laws                |             | 0         | 0         | 0         | 0       | 0       | 0         | 0         | 0         | 0         | 0         | 0           |          |              |               |
| Governance                |             | 24        | 0         | 50        | 24      | 0       | 0         | 0         | 95        | 0         | 0         | 193         | Kern     | 15,000       | 1%            |
| Program Services          |             | 12,651    | 15,519    | 196       | 11,985  | 15,247  | 8,665     | 13,172    | 21,163    | 11,451    | 3,775     | 113,824     | Kern/SJC | 74,265       | 153%          |
| California Street         | 24          | 12,526    | 12,655    | 11,074    | 9,643   | 7,939   | 13,936    | 10,614    | 13,048    | 10,264    | 15,053    | 116,752     | SJC      | 30,373       | 384%          |
| Gianone                   | 16          | 0         | 0         | 0         | 0       | 0       | 614       | 972       | 1,674     | 2,250     | 1,554     | 7,065       | SJC      | 26,431       | 0%            |
| Kennedy                   | 16          | 2,025     | 2,271     | 2,024     | 1,488   | 2,007   | 2,894     | 2,251     | 2,948     | 3,105     | 2,004     | 23,017      | SJC      | 20,249       | 114%          |
| Lodi Home Base            | 20          | 8,517     | 15,287    | 11,465    | 13,115  | 12,101  | 77,046    | 14,163    | 10,687    | 10,497    | 8,163     | 181,041     | SJC      | 25,311       | 715%          |
| Lodi UCC                  | 24          | 8,845     | 465       | 11,289    | 7,808   | 4,305   | 6,321     | 9,335     | 7,406     | 7,823     | 6,941     | 70,538      | SJC      | 30,373       | 232%          |
| Lathrop Home Base         | 20          | 0         | 0         | 0         | 0       | 0       | 0         | 0         | 0         | 0         | 0         | 0           | SJC      | 25,311       | 0%            |
| Marci Massei              | 24          | 3,181     | 3,607     | 3,815     | 2,671   | 5,318   | 4,432     | 8,133     | 9,718     | 9,175     | 5,734     | 55,784      | SJC      | 30,373       | 184%          |
| St. Mary's                | 16          | 3,438     | 4,376     | 7,566     | 1,366   | 1,078   | 404       | 0         | 0         | 0         | 0         | 18,227      | SJC      | 20,249       | 90%           |
| Stockton Home Base        | 40          | 76        | 17,519    | 20,203    | 21,437  | 20,312  | 19,634    | 18,995    | 16,941    | 15,874    | 11,280    | 162,271     | SJC      | 50,622       | 321%          |
| Lathrop                   | 24          | 9,405     | 9,356     | 9,651     | 8,520   | 8,155   | 11,164    | 8,040     | 10,964    | 6,965     | 4,681     | 86,901      | SJC      | 30,373       | 286%          |
| SUBTOTAL IN-KIND          | 1,754       | 403,884   | 366,873   | 331,918   | 237,262 | 229,299 | 364,351   | 396,584   | 449,157   | 357,189   | 314,835   | 3,451,351   | 0        | 2,258,258    | 153%          |
| x                         |             |           |           |           |         |         |           |           |           |           |           |             |          |              |               |
| State General Child Care* |             | 261,877   | 257,404   | 266,689   | 221,757 | 240,220 | 274,223   | 306,158   | 394,178   | 329,674   | 363,224   | 2,915,403   | Kern     | 3,481,300    | 84%           |
| State Preschool*          |             | 620,606   | 674,911   | 576,199   | 314,235 | 289,388 | 416,040   | 541,428   | 767,995   | 672,208   | 691,599   | 5,564,609   | Kern     | 6,219,213    | 89%           |
| State Migrant Child Care* |             | 4,433     | 4,433     | 4,655     | 3,196   | 1,191   | 1,248     | 1,134     | 1,304     | 1,021     | 1,077     | 23,692      | Kern     | 50,000       | 47%           |
| SUBTOTAL CA DEPT OF ED    |             | 886,916   | 936,748   | 847,543   | 539,188 | 530,799 | 691,511   | 848,720   | 1,163,477 | 1,002,903 | 1,055,901 | 8,503,705   |          | 9,750,513    | 87%           |
| x                         |             |           |           |           |         |         |           |           |           |           |           |             |          |              |               |
| State General Child Care* |             | 209,012   | 215,878   | 238,485   | 189,226 | 228,190 | 249,276   | 232,927   | 269,968   | 216,386   | 221,948   | 2,271,296   | SJC      | 1,175,152    | 193%          |
| SUBTOTAL CA DEPT OF ED    |             | 209,012   | 215,878   | 238,485   | 189,226 | 228,190 | 249,276   | 232,927   | 269,968   | 216,386   | 221,948   | 2,271,296   |          | 1,175,152    | 193%          |
| GRAND TOTAL               |             | 1,499,812 | 1,519,499 | 1,417,946 | 965,676 | 988,288 | 1,305,138 | 1,478,231 | 1,882,602 | 1,576,478 | 1,592,684 | 14,226,352  |          | 13,183,923   | 108%          |
|                           |             |           |           |           |         |         |           |           |           |           |           | CCP In-Kind |          |              |               |
|                           |             |           |           |           |         |         |           |           |           |           |           | 794,522     |          |              |               |
|                           |             |           |           |           |         |         |           |           |           |           |           | 15,020,874  |          |              |               |

**Community Action Partnership of Kern**  
**Early Head Start Child Care Partnerships**  
**Non-Federal Share and In-Kind Year-to-Date Report**  
**Budget Period: March 1, 2024 through February 28, 2025**  
**Report for period ending December 31, 2024 (Month 10 of 12)**

Percent of year elapsed: **83.3%**

| LOCATION                             | FUNDED<br>ENROLL-<br>MENT | Mar<br>2024   | Apr<br>2024    | May<br>2024   | June<br>2024  | July<br>2024  | Aug<br>2024   | Sept<br>2024  | Oct<br>2024   | Nov<br>2024   | Dec<br>2024 | YTD<br>Totals  | IN-KIND<br>GOAL | % OF<br>GOAL<br>MET |
|--------------------------------------|---------------------------|---------------|----------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|-------------|----------------|-----------------|---------------------|
| Kern Community College District - BC | 32                        | 19,159        | 112,423        | 27,266        | 22,688        | 23,772        | 17,871        | 23,511        | 24,452        | 22,392        | 0           | 293,535        | 137,864         | 213%                |
| KCSOS - Blanton                      | 16                        | 20,737        | 11,222         | 9,755         | 43,530        | 23,355        | 20,018        | 30,666        | 37,307        | 43,340        | 0           | 239,928        | 68,932          | 348%                |
| Garden Pathways                      | 11                        | 0             | 0              | 0             | 0             | 0             | 0             | 111           | 0             | 0             | 0           | 111            | 47,391          | 0%                  |
| Taft College                         | 42                        | 20,928        | 30,799         | 34,264        | 24,121        | 28,103        | 28,103        | 30,402        | 37,562        | 26,603        | 0           | 260,887        | 180,947         | 144%                |
| Escuelita Hernandez                  | 16                        | 0             | 0              | 0             | 0             | 0             | 0             | 24            | 37            | 0             | 0           | 61             | 68,932          | 0%                  |
| TBD                                  | 11                        | 0             | 0              | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0           | 0              | 47,391          | 0%                  |
| Program Services                     |                           | 0             | 0              | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0           | 0              |                 |                     |
| Admin Services                       |                           | 0             | 0              | 0             | 0             | 0             | 0             | 0             | 0             | 0             | 0           | 0              |                 |                     |
| <b>GRAND TOTAL</b>                   | <b>128</b>                | <b>60,824</b> | <b>154,445</b> | <b>71,285</b> | <b>90,338</b> | <b>75,230</b> | <b>65,992</b> | <b>84,714</b> | <b>99,359</b> | <b>92,335</b> | <b>0</b>    | <b>794,522</b> | <b>551,456</b>  | <b>144%</b>         |

Budget reflects Notice of Award #09CH012489-01-03



## MEMORANDUM

To: Budget and Finance Committee of Policy Council

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

Date: February 18, 2025

Subject: *Head Start*  
Building Proceeds for Central Kitchen as of December 31, 2024 – **Info Item**

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CAPK received authorization from the Office of Head Start (OHS) to sell the properties located at 3100 Mall View Road and 5005 Business Park North. Accordingly, OHS requested that the proceeds from the sale of these buildings be held in an interest-bearing account for the purpose of funding the construction of a new central kitchen.

The remodel of the new central kitchen will be largely funded from the funds in this account and by the funds from the no cost extension grant 09CH011132-05. CAPK submits regular reporting to OHS each time funds are expended for this construction project.

The following are highlights of the funds held from the proceeds of sale of buildings designated for the New Central Kitchen remodel for the period ended December 31, 2024.

Overall expenditures are 14.4% of the Building Proceeds.

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**Community Action Partnership of Kern****Building Proceeds**

Report Period: March 1, 2023 - December 31, 2024

Prepared 02/03/2025

| <b>BUILDING PROCEEDS (For<br/>Central Kitchen Remodel )</b> | <b>BUILDING<br/>PROCEEDS</b> | <b>EARNINGS<br/>(INTEREST)</b> | <b>TOTAL</b> | <b>EXPENSES</b> | <b>REMAINING</b> | <b>% REMAINING</b> |
|-------------------------------------------------------------|------------------------------|--------------------------------|--------------|-----------------|------------------|--------------------|
|                                                             | 3,329,792                    | 28,946                         | 3,358,738    | 484,704         | 2,874,034        | 85.6%              |

% Spent 14.4%

|                                   |                         |
|-----------------------------------|-------------------------|
| Sale Central Kitchen - 10/31/2023 | 1,105,128               |
| Sale BPN - 02/14/2024             | 2,224,664               |
| <b>Total Proceeds</b>             | <b><u>3,329,792</u></b> |
| Plus Interest                     | <u>28,946</u>           |
|                                   | 3,358,738               |
| Less Expenses                     | <u>484,704</u>          |
| Remaining Balance                 | <b><u>2,874,034</u></b> |

**COMMUNITY ACTION PARTNERSHIP OF KERN  
PARENT TRAVEL & CHILD CARE (6115)  
2024-2025**

**HEAD START**

| <b>MONTH</b>   | <b>BEGINNING<br/>BALANCE</b> | <b>SPENT<br/>THIS<br/>MONTH</b> | <b>SPENT<br/>YEAR-TO-<br/>DATE</b> | <b>REMAINING<br/>BALANCE</b> | <b>% OF<br/>YEAR<br/>ELAPSED</b> | <b>% OF<br/>BUDGET<br/>SPENT</b> |
|----------------|------------------------------|---------------------------------|------------------------------------|------------------------------|----------------------------------|----------------------------------|
| MARCH 2024     | \$ 1,350.00                  | \$ -                            | \$ -                               | \$ 1,350.00                  | 8%                               | 0%                               |
| APRIL 2024     | \$ 1,350.00                  | \$ -                            | \$ -                               | \$ 1,350.00                  | 17%                              | 0%                               |
| MAY 2024       | \$ 1,350.00                  | \$ -                            | \$ -                               | \$ 1,350.00                  | 25%                              | 0%                               |
| JUNE 2024      | \$ 1,350.00                  | \$ -                            | \$ -                               | \$ 1,350.00                  | 33%                              | 0%                               |
| JULY 2024      | \$ 1,350.00                  | \$ -                            | \$ -                               | \$ 1,350.00                  | 42%                              | 0%                               |
| AUGUST 2024    | \$ 1,350.00                  | \$ -                            | \$ -                               | \$ 1,350.00                  | 50%                              | 0%                               |
| SEPTEMBER 2024 | \$ 1,350.00                  | \$ -                            | \$ -                               | \$ 1,350.00                  | 58%                              | 0%                               |
| OCTOBER 2024   | \$ 1,350.00                  | \$ -                            | \$ -                               | \$ 1,350.00                  | 67%                              | 0%                               |
| NOVEMBER 2024  | \$ 1,350.00                  | \$ 178.99                       | \$ 178.99                          | \$ 1,171.01                  | 75%                              | 13%                              |
| DECEMBER 2024  | \$ 1,171.01                  | \$ -                            | \$ 178.99                          | \$ 1,171.01                  | 83%                              | 13%                              |
| JANUARY 2025   | \$ 1,171.01                  | \$ -                            | \$ 178.99                          | \$ 1,171.01                  | 92%                              | 13%                              |
| FEBRUARY 2025  | \$ 1,171.01                  | \$ -                            | \$ 178.99                          | \$ 1,171.01                  | 100%                             | 13%                              |

**EARLY HEAD START**

| <b>MONTH</b>   | <b>BEGINNING<br/>BALANCE</b> | <b>SPENT<br/>THIS<br/>MONTH</b> | <b>SPENT<br/>YEAR-TO-<br/>DATE</b> | <b>REMAINING<br/>BALANCE</b> | <b>% OF<br/>YEAR<br/>ELAPSED</b> | <b>% OF<br/>BUDGET<br/>SPENT</b> |
|----------------|------------------------------|---------------------------------|------------------------------------|------------------------------|----------------------------------|----------------------------------|
| MARCH 2024     | \$ 500.00                    | \$ -                            | \$ -                               | \$ 500.00                    | 8%                               | 0%                               |
| APRIL 2024     | \$ 500.00                    | \$ -                            | \$ -                               | \$ 500.00                    | 17%                              | 0%                               |
| MAY 2024       | \$ 500.00                    | \$ -                            | \$ -                               | \$ 500.00                    | 25%                              | 0%                               |
| JUNE 2024      | \$ 500.00                    | \$ -                            | \$ -                               | \$ 500.00                    | 33%                              | 0%                               |
| JULY 2024      | \$ 500.00                    | \$ -                            | \$ -                               | \$ 500.00                    | 42%                              | 0%                               |
| AUGUST 2024    | \$ 500.00                    | \$ -                            | \$ -                               | \$ 500.00                    | 50%                              | 0%                               |
| SEPTEMBER 2024 | \$ 500.00                    | \$ -                            | \$ -                               | \$ 500.00                    | 58%                              | 0%                               |
| OCTOBER 2024   | \$ 500.00                    | \$ -                            | \$ -                               | \$ 500.00                    | 67%                              | 0%                               |
| NOVEMBER 2024  | \$ 500.00                    | \$ 180.83                       | \$ 180.83                          | \$ 319.17                    | 75%                              | 36%                              |
| DECEMBER 2024  | \$ 319.17                    | \$ -                            | \$ 180.83                          | \$ 319.17                    | 83%                              | 36%                              |
| JANUARY 2025   | \$ 319.17                    | \$ -                            | \$ 180.83                          | \$ 319.17                    | 92%                              | 36%                              |
| FEBRUARY 2025  | \$ 319.17                    | \$ -                            | \$ 180.83                          | \$ 319.17                    | 100%                             | 36%                              |

Prepared by: Louis Rodriquez  
February 13, 2025

**COMMUNITY ACTION PARTNERSHIP OF KERN  
PARENT ACTIVITIES (7175)  
2024-2025**

**HEAD START**

| <b>MONTH</b>   | <b>BEGINNING<br/>BALANCE</b> | <b>SPENT THIS<br/>MONTH</b> | <b>SPENT<br/>YEAR-TO-<br/>DATE</b> | <b>REMAINING<br/>BALANCE</b> | <b>% OF<br/>YEAR<br/>ELAPSED</b> | <b>% OF<br/>BUDGET<br/>SPENT</b> |
|----------------|------------------------------|-----------------------------|------------------------------------|------------------------------|----------------------------------|----------------------------------|
| MARCH 2024     | \$ 9,210.00                  | \$ -                        | \$ -                               | \$ 9,210.00                  | 8%                               | 0%                               |
| APRIL 2024     | \$ 9,210.00                  | \$ -                        | \$ -                               | \$ 9,210.00                  | 17%                              | 0%                               |
| MAY 2024       | \$ 9,210.00                  | \$ -                        | \$ -                               | \$ 9,210.00                  | 25%                              | 0%                               |
| JUNE 2024      | \$ 9,210.00                  | \$ -                        | \$ -                               | \$ 9,210.00                  | 33%                              | 0%                               |
| JULY 2024      | \$ 9,210.00                  | \$ -                        | \$ -                               | \$ 9,210.00                  | 42%                              | 0%                               |
| AUGUST 2024    | \$ 9,210.00                  | \$ -                        | \$ -                               | \$ 9,210.00                  | 50%                              | 0%                               |
| SEPTEMBER 2024 | \$ 9,210.00                  | \$ 68.94                    | \$ 68.94                           | \$ 9,141.06                  | 58%                              | 1%                               |
| OCTOBER 2024   | \$ 9,141.06                  | \$ 1,657.22                 | \$ 1,726.16                        | \$ 7,483.84                  | 67%                              | 19%                              |
| NOVEMBER 2024  | \$ 7,483.84                  | \$ 395.77                   | \$ 2,121.93                        | \$ 7,088.07                  | 75%                              | 23%                              |
| DECEMBER 2024  | \$ 7,088.07                  | \$ 188.51                   | \$ 2,310.44                        | \$ 6,899.56                  | 83%                              | 25%                              |
| JANUARY 2025   | \$ 6,899.56                  | \$ -                        | \$ 2,310.44                        | \$ 6,899.56                  | 92%                              | 25%                              |
| FEBRUARY 2025  | \$ 6,899.56                  | \$ -                        | \$ 2,310.44                        | \$ 6,899.56                  | 100%                             | 25%                              |

**EARLY HEAD START**

| <b>MONTH</b>   | <b>BEGINNING<br/>BALANCE</b> | <b>SPENT THIS<br/>MONTH</b> | <b>SPENT<br/>YEAR-TO-<br/>DATE</b> | <b>REMAINING<br/>BALANCE</b> | <b>% OF<br/>YEAR<br/>ELAPSED</b> | <b>% OF<br/>BUDGET<br/>SPENT</b> |
|----------------|------------------------------|-----------------------------|------------------------------------|------------------------------|----------------------------------|----------------------------------|
| MARCH 2024     | \$ 5,245.00                  | \$ -                        | \$ -                               | \$ 5,245.00                  | 8%                               | 0%                               |
| APRIL 2024     | \$ 5,245.00                  | \$ -                        | \$ -                               | \$ 5,245.00                  | 17%                              | 0%                               |
| MAY 2024       | \$ 5,245.00                  | \$ -                        | \$ -                               | \$ 5,245.00                  | 25%                              | 0%                               |
| JUNE 2024      | \$ 5,245.00                  | \$ -                        | \$ -                               | \$ 5,245.00                  | 33%                              | 0%                               |
| JULY 2024      | \$ 5,245.00                  | \$ -                        | \$ -                               | \$ 5,245.00                  | 42%                              | 0%                               |
| AUGUST 2024    | \$ 5,245.00                  | \$ -                        | \$ -                               | \$ 5,245.00                  | 50%                              | 0%                               |
| SEPTEMBER 2024 | \$ 5,245.00                  | \$ 38.78                    | \$ 38.78                           | \$ 5,206.22                  | 58%                              | 1%                               |
| OCTOBER 2024   | \$ 5,206.22                  | \$ 955.49                   | \$ 994.27                          | \$ 4,250.73                  | 67%                              | 19%                              |
| NOVEMBER 2024  | \$ 4,250.73                  | \$ 222.62                   | \$ 1,216.89                        | \$ 4,028.11                  | 75%                              | 23%                              |
| DECEMBER 2024  | \$ 4,028.11                  | \$ 106.04                   | \$ 1,322.93                        | \$ 3,922.07                  | 83%                              | 25%                              |
| JANUARY 2025   | \$ 3,922.07                  | \$ -                        | \$ 1,322.93                        | \$ 3,922.07                  | 92%                              | 25%                              |
| FEBRUARY 2025  | \$ 3,922.07                  | \$ -                        | \$ 1,322.93                        | \$ 3,922.07                  | 100%                             | 25%                              |

February 13, 2025