



**Community Action Partnership of Madera County, Inc.  
Board of Directors Meeting**

**Agenda**

**Thursday, December 14, 2023  
CAPMC Conference Room 1 / 1a  
1225 Gill Avenue  
Madera, CA 93637  
5:30 pm**

*Supporting documents relating to the items on this agenda that are not listed as “Closed Session” are available for inspection during the normal business hours at Community Action Partnership of Madera County, Inc., 1225 Gill Avenue, Madera, CA 93637.*

*Supporting documents relating to the items on the agenda that are not listed as “Closed Session” may be submitted after the posting of the agenda and are available at Community Action Partnership of Madera County, Inc. during normal business hours.*

*Please visit [www.maderacap.org](http://www.maderacap.org) for updates.*

**CALL TO ORDER BOARD OF DIRECTORS**

**ROLL CALL** – Cristal Sanchez

**A. PUBLIC COMMENT**

The first ten minutes of the meeting are reserved for members of the public to address the Board of Directors on items of interest to the public that are within the subject matter jurisdiction of the agency. Speakers shall be limited to three minutes. Attention is called to the fact that the Board is prohibited by law from taking any action on matters discussed that are not on the agenda, and no adverse conclusion should be drawn if the Board does not respond to the public comments at this time.

**B. ADOPTION OF THE AGENDA**

**B-1 ADDITIONS TO THE AGENDA:** Items identified after posting the Agenda for which there is a need to take immediate action and cannot reasonably wait for the next regularly scheduled Board meeting. Two-third vote, or unanimous vote if quorum is less than full board, required for consideration. (Government code 54954.2(g) (2)) Any items added to the agenda will be heard following all Discussion/Action Items (Section E).

**B-2 ADOPTION OF AGENDA:** Adoption of agenda as presented or with approved additions.

**C. TRAINING/ADVOCACY ISSUES**

Head Start Eligibility, Recruitment, Selection, Enrollment, and Attendance (ERSEA)

**D. CONSENT ITEMS**

All items listed under Consent Calendar are considered to be routine and will be enacted by one motion. For discussion of any Consent Item, it will be made a part of the Discussion Items at the request of any member of the Board or any person in the audience.

D-1 Review and consider approving the Minutes of the Regular Board of Directors Meeting – November 9, 2023.

D-2 Review and consider approving the Minutes of the Fresno Migrant and Seasonal Head Start Policy Council Committee Meeting – October 11, 2023.

D-3 Review and consider approving the Minutes for the Madera Mariposa Regional and Early Head Start Policy Council Committee Meeting – November 2, 2023

D-4 Review and consider accepting the Bank of America Credit Card Statements:

- November 2023

D-5 Review and consider accepting the American Express Credit Card Statement and All Other Credit Card Statements:

- October 2023

D-6 Review and consider approving the following **Fresno Migrant and Early Seasonal Head Start** Reports:

- Monthly Enrollment Report – September & October 2023
- In-Kind Report – October 2023
- CACFP Program Report – September & October 2023
- Program Information Report – September & October 2023

D-7 Review and consider approving the following **Madera Mariposa Regional Head Start** reports:

- Monthly Enrollment Report – October 2023
- In-Kind Report – October 2023
- CACFP Program Report – October 2023

D-8 Review and consider approving the following **Madera Mariposa Regional Early Head Start** reports:

- Monthly Enrollment Report – October 2023
- In-Kind Report – October 2023

D-9 Review the Fresno Migrant & Seasonal Head Start 2022-2023 Program Information Report. (Informational Only)

D-10 Review the Equal Employment Opportunity Report (EEO-1). (Informational Only)

- D-11 Consider approving the 2024 Holiday Schedule.
- D-12 Review the Madera County Child Advocacy Center Report for November 2023. (Informational Only)
- D-13 Review the Community Services Program Report for November 2023. (Informational Only)
- D-14 Review the Homeless Engagement for Living Program (H.E.L.P) Center Report for November 2023. (Informational Only)

**E. DISCUSSION ITEMS**

- E-1 Review and consider authorizing a 5% discretionary employer contribution for the CAPMC 403(b) Retirement Plan for all eligible employees for calendar year 2024.
- E-2 CAPMC Fresno Migrant Head Start notice of program deficiency. (Informational Only)
- E-3 Review and consider approving the submission of the 2024 Community Services Block Grant (CSBG) Application and resolution with the Department of Community Services & Development (CSD).
- E-4 Review and consider ratifying the submission of the City of Madera Community Development Block Grant (CDBG) Housing Stabilization Program 2024 – 2025 application.
- E-5 Review and consider ratifying the submission of the Community Development Block Grant (CDBG) for the Fresno Madera Continuum of Care (FMCoC) Membership Application for the year 2024 -2025.
- E-6 Review and consider approving the submission of the Anthem Blue Cross Food Insecurity Capacity Grant.

**ADMINISTRATIVE/COMMITTEE REPORTS TO THE BOARD OF DIRECTORS**

- F-1 Finance Committee Report – None
- F-2 Personnel Committee Report – None
- F-3 Executive Director Monthly Report – November 2023
- F-4 Financial Statements – November 2023
- F-5 Head Start Policy Council/Committee Reports
- F-6 Work Related Injury Report – November 2023
- F-7 CAPMC Board of Directors Attendance Report – November 2023
- F-8 Staffing Changes Report for November 2 – December 5, 2023

**F. CLOSED SESSION**

None

**G. CORRESPONDENCE**

- H-1 Correspondence from the Office of Head Start dated November 20, 2023 regarding the Notice of Proposed Rulemaking (NPRM) on Supporting the Head Start Workforce and Consistent Quality Programming – Public Comment Period.

H. **ADJOURN**

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I, Cristal Sanchez, Strategic Plan Coordinator & Assistant to the Executive Director, declare under penalty of perjury that I posted the above agenda for the regular meeting of the CAPMC Board of Directors for December 14, 2023, in the Lobby of CAPMC as well as on the agency website by 5:00 p.m. on December 8, 2023.

A handwritten signature in black ink that reads "Cristal Sanchez". The signature is written in a cursive style and is positioned above a horizontal line.

Cristal Sanchez  
Strategic Plan Coordinator &  
Assistant to the Executive Director

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.**  
**Regular Board of Directors Meeting**  
**November 9, 2023**  
**1225 Gill Ave Madera, CA 93637**

**ACTION SUMMARY MINUTES**

The Board of Directors Meeting was called to order at 5:30 p.m. by Chairperson Eric LiCalsi.

**Members Present**

Eric LiCalsi, Chair  
David Hernandez, Vice-Chair  
Steve Montes  
Debi Bray  
Otilia Vasquez  
Donald Holley  
Martha Garcia  
Richard Gutierrez  
Molly Hernandez

**Members Absent**

Sherrif Tyson Pogue  
Deborah Martinez  
Supervisor Leticia Gonzalez  
Council Member Jeff Troost  
Aurora Flores

**Personnel Present**

Mattie Mendez  
Cristal Sanchez  
Nancy Contreras Bautista  
Maribel Aguirre  
Irene Yang

**Public – Other Present**

None

**A. PUBLIC COMMENT**

Mattie Mendez, Executive Director, thanked all veterans for their service.

**B. ADOPTION OF THE AGENDA**

**ADDITIONS TO THE AGENDA:** Items identified after posting of the Agenda for which there is a need to take immediate action and cannot reasonably wait for the next regularly scheduled Board meeting. Two-thirds vote, or unanimous vote if quorum is less than full board, required for consideration. (Government Code 54954.2(g) (2)) Any items added to the agenda will be heard following all Discussion/Action Items (Section E).

**ADOPTION OF THE AGENDA:** Adoption of the agenda.

Motion: APPROVE

Moved by Donald Holley, Seconded by Steve Montes

Vote: Carried Unanimously

**C. TRAINING/ADVOCACY ISSUES**

Board of Directors Duties and Responsibilities  
Russ Ryan, Esq., Legal Counsel

**D. BOARD OF DIRECTOR'S CONSENT CALENDAR**

All items listed under Consent Calendar are considered to be routine and will be enacted by one motion. For discussion of any Consent Item, it will be made a part of the Discussion Items at the request of any member of the Board or any person in the audience.

Items at the request of any member of the Board or any person in the audience.

- D-1 Review and consider approving the Minutes of the Regular Board of Directors Meeting – October 12, 2023.
- D-2 Review and consider approving the Minutes of the Madera Migrant and Seasonal Head Start Policy Council Committee Meeting – October 10, 2023.
- D-3 Review and consider approving the Minutes for the Madera Mariposa Regional and Early Head Start Policy Council Committee Meeting – September 7, 2023 and October 5, 2023.
- D-4 Review and consider accepting the Bank of America Credit Card Statements:
- September 2023
  - October 2023
- D-5 Review and consider accepting the American Express Credit Card Statement and All Other Credit Card Statements:
- July 2023
  - August 2023
- D-6 Review and consider approving the following **Madera Migrant and Seasonal Head Start** Reports:
- Monthly Enrollment Report – September 2023
  - In-Kind Report – September 2023
  - CACFP Program Report – September 2023
  - Program Information Report – September 2023
- D-7 Review and consider approving the following **Madera Mariposa Regional Head Start** reports:
- Monthly Enrollment Report – August & September 2023
  - In-Kind Report – August 2023
  - CACFP Program Report – August & September 2023
- D-8 Review and consider approving the following **Madera Mariposa Regional Early Head Start** reports:
- Monthly Enrollment Report – August & September 2023

- D-9 Review and consider approving the Impasse Procedure between the Community Action Partnership of Madera County Board of Directors and the Madera/Mariposa Regional & Early Head Start Policy Council.
- D-10 Review and consider approving the Madera/Mariposa Regional and Early Head Start No Fee Policy per Head Start Performance Standards.
- D-11 Review and consider approving the California State Preschool 2023-2024 Program Philosophy, Goals and Parent Handbook.
- D-12 Review and consider approving the 2023-2024 Reimbursement Policy for the Policy Council Members representing Madera/Mariposa Regional and Early Head Start program.
- D-13 Review the Madera/Mariposa Head Start and Early Head Start Program Quarterly Report. (Informational Only)
- D-14 Review and consider approving the 2023-2024 Madera/Mariposa Regional and Early Head Start Annual Self-Assessment Procedure.
- D-15 Review and consider approving the Suspension and Expulsion Procedure for the Madera/Mariposa Regional and Early Head Start Program.
- D-16 Madera/Mariposa Regional Head Start and Early Head Start Program Information Report for 2022-2023. (Informational Only)
- D-17 Madera Migrant/Seasonal Head Start Program Information Report for 2022-2023.
- D-18 Review the Madera County Child Advocacy Center Report for October 2023. (Informational Only)
- D-19 Review the Child Care Alternative Payment and Resource & Referral Program Report for October 2023. (Informational Only)
- D-20 Review the Community Services Program Report for October 2023. (Informational Only)
- D-21 Review the Homeless Engagement for Living Program (H.E.L.P) Center Report for October 2023. (Informational Only)
- D-22 Review the Victim Services Program Report and Data Report for October 2023.

Motion: APPROVE AS PRESENTED

Moved by Steve Montes, Seconded by Donald Holley

Vote: Carried Unanimously

**E. DISCUSSION / ACTION ITEMS**

**E-1 Review and consider approving the results of the 2023-2024 Madera Migrant/Seasonal Head Start Program Monitoring Review.**

Mattie Mendez, Executive Director, presented regarding the results of the 2023-2024 Madera Migrant/Seasonal Head Start Program Monitoring Review. CAPMC's "Program Review" process was completed from September 12 through September 15th. The process included file review, site visits, system reviews, and classroom observations. The review of the program highlighted the efforts and commitment by staff to providing quality services to the children and families in Madera County.

Motion: APPROVE AS PRESENTED

Moved by Donald Holley, Seconded by Steve Montes

Vote: Carried Unanimously

**E-2 Review and consider approving the resolution to authorize the Executive Director to sign and submit the 2024 Low-Income Home Energy Assistance Program contract with the Department of Community Services & Development (CSD).**

Mattie Mendez, Executive Director, presented regarding the submission of the 2024 Low-Income Home Energy Assistance Program contract with the Department of Community Services & Development (CSD). The Board of Directors deliverable regarding Weatherization services. Unanimous consensus was reached regarding the presented plan and budget.

Motion: APPROVE ITEM AND BUDGET AS PROPOSED

Moved by Debi Bray, Seconded by Martha Garcia

Vote: Carried Unanimously

**E-3 Review and consider ratifying the submission of the Local FEMA Application.**

Mattie Mendez, Executive Director, presented regarding the submission of the Local FEMA Application. CAPMC has been appointed the fiscal reporting for the Madera County Local FEMA Board. The administrative cost will be 2% of the total award. This is used for photocopies, advertising, postage, keeping the Local FEMA Board and staff time to prepare the agenda and minutes.

Motion: APPROVE AS PRESENTED

Moved by David Hernandez, Seconded by Richard Gutierrez

Vote: Carried Unanimously



**E-4 Consider authorizing the Executive Director to submit the Child Advocacy Center (KC) Program Request for Application (RFA) due November 17, 2023, to Cal OES.**

Mattie Mendez, Executive Director, presented regarding the submission of the Child Advocacy Center (KC) Program Request for Application (RFA) due November 17, 2023, to Cal OES. Year one highlights were shared. The Board of Directors partook in a tour of the Madera County Child Advocacy center.

Motion: APPROVE AS PRESENTED

Moved by Steve Montes, Seconded by Richard Gutierrez

Vote: Carried Unanimously

**F. ADMINISTRATIVE/COMMITTEE REPORTS TO BOARD OF DIRECTORS**

- F-1 Finance Committee Report – None
- F-2 Personnel Committee Report – None
- F-3 Executive Director Monthly Report – October 2023
- F-4 Financial Statements – October 2023
- F-5 Head Start Policy Council/Committee Reports
- F-6 Work Related Injury Report – October 2023
- F-7 CAPMC Board of Directors Attendance Report – October 2023
- F-8 Staffing Changes Report for October 4 – November 1, 2023

**G. CLOSED SESSION**

None

**H. CORRESPONDENCE**

- H-1 Correspondence from the Office of Head Start dated October 11, 2023, regarding notice of FY24 Classroom Assessment Scoring System (CLASS®) review.
- H-2 Correspondence from the California Office of Emergency Services regarding the Grant Sub Award Performance Assessment Report for Victim Services.

**I. ADJOURN**

Chairperson David Hernandez adjourned the Board of Directors Meeting at 6:32 p.m.

Motion: APPROVE AS PRESENTED

Moved by David Hernandez, Seconded by Steve Montes

Vote: Carried Unanimously

Community Action Partnership of Madera County  
Fresno Migrant/Seasonal Head Start Policy Council Meeting  
Wednesday, October 11, 2023

**Minutes**

The Fresno Migrant/Seasonal Policy Committee called to order at 5:34 p.m. by Fabiola Hernandez

**Committee Members Present**

Fabiola Hernández  
Rosalia Ceja  
Aurora Flores  
Juana Gallegos  
Jhoana Casillas Reynosa

**Committee Members Absent**

Marlim Contreras  
Ignacio De Loera

**Personnel Present**

Maritza Gomez-Zaragoza, Head Start Program Director  
Maribel Aguirre, Parent and Governance Specialist  
Jissel Rodriguez, Executive Administrative Assistant

**Others**

None

**A. Public Comment**

Ms. Gomez-Zaragoza mentioned the by-laws have changed, which means meetings will start being held in person. Parents gave their feedback regarding the changes.

**B. Training**

None.

**C. Adoption of the Agenda**

**C-1** Fabiola Hernandez asked for a motion to approve the agenda as presented. Motion made by Rosalia Ceja, seconded motion by Jhoana Casillas Reynosa to approve the agenda as presented. The motion approved unanimously.

**D. Adjourn to Closed Session - None**

**E. Approval of Minutes**

**E-1** – Fabiola Hernandez requested a motion to approve the minutes of the meeting on September 13, 2023. Motion made by Aurora Flores, seconded motion by Rosalia Ceja to approve the minutes of the meeting. The motion approved unanimously.

**F. Discussion / Action Items –**

**F-1** Review and consider approving the 2022-2023 Fresno Migrant Seasonal Head Start Self-Assessment Results – Ms. Gomez-Zaragoza mentioned the self-assessment is completed every year. This year's self-assessment was

completed in August the week of the 23rd. She went over the highlights and strengths. She also went over the recommendation.

Fabiola Hernandez requested a motion to approve the 2022-2023 Fresno Migrant Seasonal Head Start Self-Assessment Results. Juana Gallegos made the first motion, seconded by Aurora Flores. Motion carried unanimously.

#### **G. Administrative Reports**

**G-1** Staff Changes (August & September) – Ms. Aguirre went over the staffing changes for August and September.

**G-2** Bank of America Credit Card Account Statement – Agency and other credit cards: (September 2023) – Ms. Aguirre reviewed the charges for the month. There were no questions about the charges.

**G-3** Budget Report (August 2023) – Ms. Aguirre reviewed the budget.

**G-4** In-kind Report (August 2023) – Ms. Aguirre reviewed the In-kind percentage.

**G-5** Report of enrollment in the program and attendance report (August 2023) – Ms. Aguirre went over the enrollment for the FMHS programs and the attendance.

**G-6** CACFP Monthly Report (August 2023) – Ms. Aguirre reviewed CACFP and noted that the reimbursement for the month of August was \$23,437.04 for 8,627 meals.

#### **H. Policy Committee Members Reports**

**H-1** Center Reports – Fabiola (**Five Points**) at the center the maintenance team did a sidewalk for the fire drill. During the center meeting they had a nutritionist via zoom she went over healthy meals. She specifically went over the important meal a child should have from ages of 0-3 years of age.

**H-2** Board of Directors Report – None. Items approved during tonight’s meeting will be presented to the Board for approval.

**H-3** Active Supervision, Challenges and Best Practices Report – Ms. Gomez-Zaragoza asked the parents to double check gates are closed. In addition, if a teacher is not properly supervising the children to bring it up to the Center Director.

#### **I. Correspondence**

#### **J. Future Agenda Items**

**J-1** (PIR) Program Information Report

**J-2** Training: School Readiness Goals

#### **K. Adjournment**

Fabiola Hernandez requested a motion to adjourn the session. Motion made by Jhoana Casillas Reynosa to adjourn the meeting at 6:33 p.m., in the afternoon, seconded by Aurora Flores. Motion approved unanimously.

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY  
Madera/Mariposa Regional & Early Head Start Policy Council Committee Meeting  
Thursday, November 2, 2023  
**MINUTES**

The Madera/Mariposa Regional & Early Head Start Policy Council Committee meeting was called to order by Liliana Serna at 5:41 p.m.

**Committee Members Present**

Maria Guerrero  
Monica Juarez  
Lisbeth Lopez  
Leticia Lopez  
Liliana Serna  
Otilia Vasquez  
Irene Gomez  
Amber Pickett  
Martha Garcia

**Committee Members Absent**

Lenora Pate  
Nicole Delosreyes  
Maria Delgado

**Personnel Present**

Maritza Gomez-Zaragoza, Program Director  
Jissel Rodriguez, Executive Administrative Assistant  
Maribel Aguirre, Parent and Governance Specialist  
Norma Blanco, Deputy Director of Education

**ROLL CALL**

- A. PUBLIC COMMENT** – Ms. Gomez-Zaragoza the By-laws will be reviewed later during the meeting. She mentioned moving forward meetings will be held in person.
- B. TRAINING** – CLASS – Ms. Blanco presented the tool that assesses the quality of the environment of the classroom and teachers.
- C. ADOPTION OF THE AGENDA**  
C-2 Otilia Vasquez asked for the motion to approve the agenda as presented. Motion made by Matha Garcia, seconded by Irene Gomez to approve the agenda as presented. Motion carried unanimously.
- D. ADJOURN TO CLOSED SESSION** – None
- E. APPROVAL OF MINUTES**  
E-1 Minutes Madera/Mariposa Regular Regional Head Start Policy Council Meeting – October 5, 2023. Motion made by Martha Garcia, seconded motion by Amber Pickett. Motion carried unanimously.
- F. DISCUSSION / ACTION ITEMS**  
F-1 Review and consider approving the 2023-2024 Madera/Mariposa Regional and Early Head Start Annual Self-Assessment Procedure – Ms. Gomez-Zaragoza mentioned we will be conducting our self-assessment. The children’s files will be reviewed, staff will be going out to the site to ensure everything is being followed. If parents would like to participate, they will need to attend a short training on how to fill out the checklist. The checklist will be given out and the

parents will review their center. Self-assessment will be conducted the week of the 27th.

Otilia Vasquez requested a motion to approve the 2023-2024 Madera/Mariposa Regional and Early Head Start Annual Self-Assessment Procedure. Matha Garcia made the first motion, seconded by Maria Guerrero.

**F-2** Madera/Mariposa Regional Head Start and Early Head Start Program Information Report for 2022 – 2023 – Ms. Gomez-Zaragoza explained that PIR is how we collect our data for the program year. The primary goal is to ensure that children leave with a medical home. She reviewed different areas.

**F-3** Review and consider approving the Madera/Mariposa Regional and Early Head Start No Fee Policy per Head Start Performance Standards – Ms. Gomez-Zaragoza stated that the program is not allowed to charge for the services provided.

Otilia Vasquez requested a motion to approve the Madera/Mariposa Regional and Early Head Start No Fee Policy per Head Start Performance Standards. Amber Pickett made the first motion, seconded by Martha Garcia.

**F-4** First reading of the 2023-2024 By-Laws for the Madera/Mariposa Regional & Early Head Start Policy Council – Ms. Aguirre reviewed the updated Bylaws and went over specifically section 11 where meeting will now be changed to in person meeting.

**F-5** Madera/Mariposa Head Start and Early Head Start Program Quarterly Report – Ms. Aguirre explained how Madera Head Start has seven sites that are state preschools. She briefly went over the information the handbook contains.

## **G. ADMINISTRATIVE REPORTS**

**G-1** Staffing Changes (October 2023) – Ms. Aguirre went over the staffing changes for the month.

**G-2** Bank of America Business Card Monthly Credit Card Statement and all other Credit Card Expenses (October 2023) – Ms. Aguirre reviewed the credit card expenses. No questions were asked.

**G-3** Budget Status Reports (September 2023) – Ms. Aguirre mentioned report will be reviewed next month.

**G-4** In-Kind Report (September 2023) – Ms. Aguirre reviewed the in-kind percentages for the Regional and Early programs.

**G-5** Program Enrollment & Attendance Report (September 2023) – Ms. Aguirre went over the enrollment and attendance report.

**G-6** CACFP Monthly Report (September 2023) – Ms. Aguirre reviewed CACFP and noted that the reimbursement for the month of August was \$18,145.82 for 3,911 meals. There were no questions asked.

## **H. POLICY COMMITTEE MEMBER REPORTS**

**H-1**- Center Report – Maria G (**Chowchilla**) she took her son to the doctor and her son was able to recognize a clock. She asked how he knew that he mentioned his teacher showed him.

Otilia V. (**Mis Tesoro**) her child came home playing music they hadn't listened to in a long time. At the center they are currently studying the different music.

**H-2**- BOD report – All items presented today will be presented at the next board meeting.

**H-3** Active Supervision – Ms. Gomez-Zaragoza asked parents if they see something to report it immediately to the director.

**I. CORRESPONDENCE**

I-1 Notice from the Office of Head Start regarding *Fiscal Year 2024 (FY24), Classroom Assessment Scoring System (CLASS) review*, Issuance Date: 10/11/2023.

**J. FUTURE AGENDA ITEMS**

**J-1** Approval of the 2023-2024 Policy Council Bylaws

**J-2** 2023-2024 Goals and Objectives Update

**K. ADJOURNMENT**

Otilia Vasquez asked for a motion to adjourn the meeting at 7:03 p.m. Motion made by Martha Garcia, seconded by Maria Guerrero. Motion carried unanimously.

Bank of America Business Card  
Credit Card Charges

# November 2023 Statement

Mattie Mendez / Administration

| Date of Transaction | Name of Vendor        | PO # | Description of Purchase                      | Amount of Purchase | Account Charged       | Receipt |
|---------------------|-----------------------|------|--|--------------------|-----------------------|---------|
| 10/09/2023          | ROUND TABLE PIZZA     | No   | Rebate                                       | -\$1.73            | 200.0-6121-2.0-000-90 | No      |
| 10/04/2023          | ROUND TABLE PIZZA     | No   | Working Lunch – VOYA Retirement Registration | \$43.36            | 200.0-6121-2.0-000-90 | Yes     |
| 10/06/2023          | OFFICE DEPOT          | No   | Office Supplies                              | \$110.45           | 200.0-6110-2.0-000-90 | Yes     |
| 10/09/2023          | MAILCHIMP             | No   | Mass Communication Software (IT)             | \$60.00            | 200.0-6130-2.0-000-90 | Yes     |
| 10/11/2023          | DELI DELICIOUS        | No   | Housing OUR Homeless Committee Meeting       | \$166.28           | 200.0-6121-2.0-000-90 | Yes     |
| 10/11/2023          | DELI DELICIOUS        | No   | Housing OUR Homeless Committee Meeting       | \$18.46            | 203.0-6121-2.0-000-00 | Yes     |
| 10/13/2023          | EZ CATER OLIVE GARDEN | No   | Board of Directors Meeting                   | \$365.36           | 200.0-6121-2.0-000-90 | Yes     |
| 11/02/2023          | MENTIMETER            | No   | Presentation Software                        | \$143.88           | 200.0-6130-2.0-000-90 | Yes     |
|                     |                       |      | <b>Total</b>                                 | <b>\$906.00</b>    |                       |         |

Bank of America Business Card  
Credit Card Charges

# November 2023 Statement (2)

Mattie Mendez / Administration

| Date of Transaction | Name of Vendor     | PO # | Description of Purchase   | Amount of Purchase | Account Charged       | Receipt |
|---------------------|--------------------|------|---|--------------------|-----------------------|---------|
| 11/13/2023          | OISHIEXP           | No   | Board of Directors Meeting  | \$413.87           | 200.0-6121-2.0-000-90 | YES     |
| 11/13/2023          | WESTIN ST. FRANCES | No   | Lodging for Mattie Mendez<br>CalCAPA Conference 2023<br>San Francisco, CA   | \$1,405.53         | 200.0-6714-2.0-000-90 | Yes     |
| 11/10/2023          | MAILCHIMP          | No   | Mass Communication Software<br>(IT)   | \$60.00            | 200.0-6130-2.0-000-90 | Yes     |
| 11/08/2023          | WESTIN ST. FRANCES | No   | Lodging for David Hernandez<br>CalCAPA Conference 2023<br>San Francisco, CA | \$1,114.81         | 200.0-6730-2.0-000-90 | Yes     |
|                     |                    |      | <b>Total</b>  | <b>\$1,994.21</b>  |                       |         |



**Platinum Plus Business Card  
Credit Card Charges**

# November Statement

Jennifer Coronado / Victim Services Center

| <b>Date of Transaction</b> | <b>PO NUM</b> | <b>Name of Vendor</b> | <b>Description</b>                    | <b>Amount</b> | <b>Account Charged</b> | <b>Receipt</b> |
|----------------------------|---------------|-----------------------|---------------------------------------|---------------|------------------------|----------------|
| 10/13/23                   | No            | Smart and Final       | Food for Soup Bowl 2023               | \$116.15      | 533.0-6121-5.0-000-00  | Yes            |
| 10/18/23                   | No            | Smart and Final       | Food for Soup Bowl 2023               | \$44.88       | 533.0-6121-5.0-000-00  | Yes            |
| 10/23/23                   | No            | Dell'Oso Farms LLC    | Entry to Dell'Oso Farms LLC           | \$219.45      | 508.0-6742-5.0-000-00  | Yes            |
| 10/23/23                   | No            | Dell'Oso Farms LLC    | Food for Victim Services staff        | \$26.00       | 510.0-6121-5.0-000-00  | Yes            |
| 10/23/23                   | No            | Dell'Oso Farms LLC    | Food for Victim Services staff        | \$130.00      | 510.0-6121-5.0-000-00  | Yes            |
| 10/23/23                   | No            | Dell'Oso Farms LLC    | Wellness activity pumpkins            | \$27.00       | 510.0-6130-5.0-000-00  | Yes            |
| 10/24/23                   | No            | Auto Zone             | Wiper blades for vehicle #169         | \$7.03        | 500.0-6130-5.0-000-00  | Yes            |
|                            |               |                       |                                       | \$7.03        | 501.0-6130-5.0-000-00  |                |
|                            |               |                       |                                       | \$7.03        | 508.0-6130-5.0-000-00  |                |
|                            |               |                       |                                       | \$7.03        | 533.0-6130-5.0-000-00  |                |
| 10/27/23                   | No            | Zoom                  | Zoom subscription for Victim Services | \$37.48       | 500.0-6850-5.0-000-00  | Yes            |
|                            |               |                       |                                       | \$37.48       | 501.0-6850-5.0-000-00  |                |
|                            |               |                       |                                       | \$37.47       | 508.0-6850-5.0-000-00  |                |
|                            |               |                       |                                       | \$37.47       | 533.0-6850-5.0-000-00  |                |
|                            |               |                       |                                       | <b>Total</b>  | \$741.50               |                |

**Bank of America Business Card  
Credit Card Charges**

# November 2023 Statement

Xai Vang / Information Technology

| <b>Date of Transaction</b> | <b>Name of Vendor</b>          | <b>PO #</b> | <b>Description of Purchase</b> | <b>Amount of Purchase</b> | <b>Account Charged</b>                         | <b>Receipt</b> |
|----------------------------|--------------------------------|-------------|--------------------------------|---------------------------|--|----------------|
| 11/3/2023                  | Amazon                         | N/A         | Sony XLR Kit/Mic for Camera    | \$ 647.34                 | 200.0-6112-2.0-000-90                          | Yes            |
| 11/8/2023                  | Wonder Idea Technology Limited | N/A         | Digital Book for PPP           | \$ 35.00                  | 200.00-6112-2.0-000-90                         | Yes            |
| 11/10/2023                 | Flywheel                       | N/A         | CAPMC Website Hosting          | \$ 30.00                  | 200.0-6112-2.0-000-90                          | Yes            |
| 11/29/2023                 | Amazon                         | N/A         | iPad Tripod Stands             | \$ 39.47<br>\$ 42.77      | 311.0-6112-3.1-000-00<br>321.0-6112-3.2-000-00 | Yes            |
|                            |                                |             |                                |                           |  |                |
|                            |                                |             |                                |                           |  |                |
|                            |                                |             |                                |                           |  |                |
|                            |                                |             |                                |                           |  |                |
|                            |                                |             |                                |                           |  |                |
|                            |                                |             |                                |                           |  |                |
|                            |                                |             | <b>Total</b>                   | <b>\$ 794.58</b>          |  |                |

MBNA America Business Card  
 Credit Card Charges  
**November / noviembre 2023 Statement**  
**Maritza Gomez / Regional & Migrant Head Start**

| Date of Transaction | Purchase Order # | Name of Vendor     | Description                                   | Amount            | Account Charged  | Receipt |
|---------------------|------------------|--------------------|---|-------------------|--|---------|
| 10/04/2023          | NA               | Cemex              | Cement for Five Points                        | \$813.05          | 331.0-6433-3.3-024-00  | Yes     |
| 10/07/2023          | NA               | Walmart.com        | Backpacks for the teachers                    | \$188.95          | 321.0-6130-3.2-051-00  | Yes     |
| 10//2023            | NA               | Cherry Tree Group  | Licensing training                            | \$99.00           | 330.0-6742-3.3-030-00  | Yes     |
| 10/12/2023          | NA               | CPS HR             | Operations and record keeping online training | \$4.85            | 330.0-6742-3.3-030-00  | Yes     |
| 10/11/2023          | NA               | Chipotle           | MHS PC Meal                                   | \$99.27           | 321.0-7116-3.2-000-00  | Yes     |
| 10/12/2023          | NA               | Nothing Bundt Cake | Center Director Meeting                       | \$82.50           | 331.0-6121-3.3-000-00  | Yes     |
| 10/19/2023          | NA               | Zoom               | Video Conferencing system                     | \$15.99           | 311.0-6130-3.1-000-00<br>48%(\$7.68)<br>321.0-6130-3.2-000-00<br>52%(\$8.31) | Yes     |
| 10/19/2023          | NA               | Walmart            | Items for father engagement for Mis Angelitos | \$246.28          | 321.0-7112-3.2-057-00  | Yes     |
| 10/21/2023          | NA               | Zoom               | Video Conferencing system                     | \$15.99           | 331.0-6130-3.3-031-00  | Yes     |
| 10/24/2023          | NA               | Walmart            | Items for father engagement for Los Ninos     | \$21.04           | 321.0-7112-3.2-055-00  | Yes     |
| 10/24/2023          | NA               | Walmart            | Items for father engagement for Los Ninos     | \$283.83          | 321.0-7112-3.2-055-00  | Yes     |
| 10/27/2023          | NA               | Snow Café          | Agency Wellness Day                           | \$55.00           | 200.0-1410-0.0-000-00  | Yes     |
| <b>TOTAL</b>        |                  |                    |   | <b>\$1,925.75</b> |  |         |

Bank of America Business Card  
Credit Card Charges

# November 2023 Statement

Irene Yang / Human Resources

| Date of Transaction | Name of Vendor       | PO # | Description of Purchase   | Amount of Purchase                           | Account Charged  | Receipt |
|---------------------|----------------------|------|---------------------------|--|--|---------|
| 10/10/2023          | Biometrics4all, Inc. | No   | Livescan relay fees       | 1.50<br>0.75<br>0.75<br>0.75<br>1.50<br>1.50 | 200.0-6852-2.0-000-90<br>272.0-6852-2.0-000-00<br>331.0-6852-3.3-000-00<br>401.0-6852-4.0-000-00<br>426.0-6852-4.0-000-00<br>533.0-6852-5.0-000-00 | Yes     |
| 10/24/2023          | Hobby Lobby          | No   | Wellness event decoration | 256.55                                       | 200.0-1410-2.0-000-00  | Yes     |
| <b>TOTAL:</b>       |                      |      |                           | <b>263.30</b>                                |  |         |

**American Express  
Credit Card Charges**

# OCTOBER 2023 Statement

Fiscal

| Name of Vendor         | Description                 | Amount   | Receipt        |
|------------------------|-----------------------------|----------|----------------|
| ATT                    | Telephone                   | 14537.68 | Yes            |
| Comcast                | Net service                 | 1118.48  | Yes            |
| Community Playthings   | Supplies for centers        | 1418.08  | Yes            |
| Discount School Supply | Supplies for centers        | 1319.35  | Yes            |
| Ecolab                 | Dishwasher rental/repairs   | 274.92   | Yes            |
| Fedex                  | Postage                     | 397.77   | Yes            |
| Lakeshore              | Supplies for centers        | 17651.02 | Yes            |
| Matson Alarm           | Alarm service               | 571.50   | Yes            |
| Verizon                | Wireless devices            | 15881.76 | Yes            |
| Office Depot           | Supplies for office/centers | 6447.33  | Yes            |
|                        |                             |          |                |
|                        |                             |          |                |
|                        |                             |          |                |
|                        |                             |          |                |
|                        |                             |          |                |
|                        |                             |          |                |
|                        |                             |          |                |
|                        |                             |          |                |
|                        |                             |          |                |
|                        | <b>TOTAL</b>                | 59617.89 | 11/02/23<br>LA |

# Card Member Service

## COSTCO Credit Card Charges

### OCT 2023 Statement

| Card Holder       | Description       | Card Amount |
|-------------------|-------------------|-------------|
| Irene Yang        | Wellness event    | 1809.32     |
| Jennifer Coronado | Items for program | 379.68      |
|                   |                   |             |
|                   |                   |             |
|                   |                   | 2189.00     |

JDC

U/CARD MEMBER BOD

# Credit Card Charges

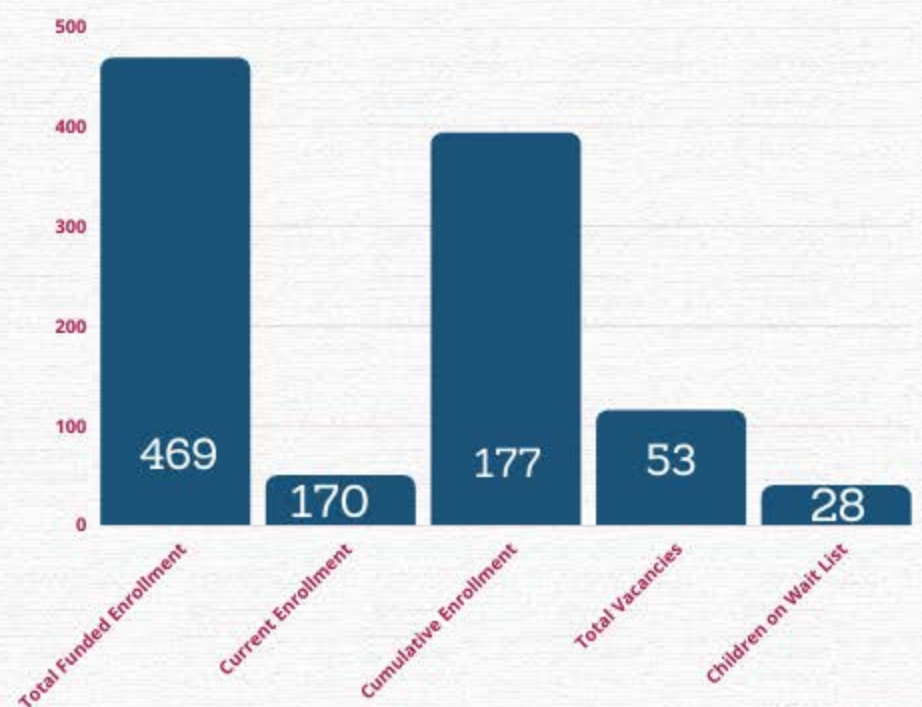
## OCTOBER 2023

Fiscal

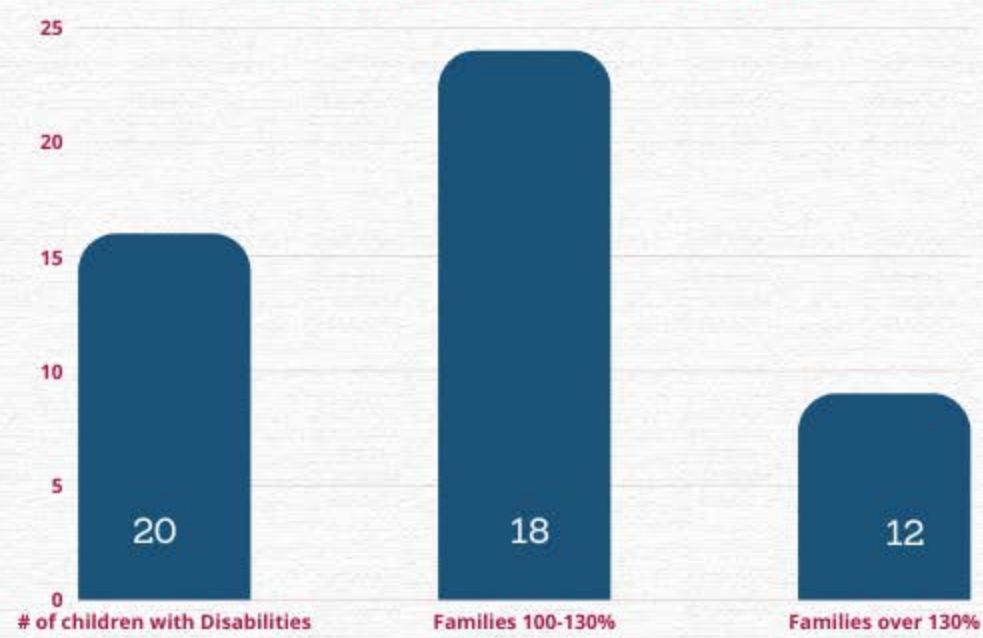
| Name of Vendor      | Description          | Amount  |  |
|---------------------|----------------------|---------|--|
|                     |                      |         |  |
| Capital One/Walmart | Supplies for centers | 1257.83 |  |
| Home Depot          | Supplies for centers | 7640.26 |  |
| Wex Bank (Chevron)  | Fuel                 | 0.00    |  |
| Wex Bank (Valero)   | Fuel                 | 5273.26 |  |
|                     |                      |         |  |
|                     |                      |         |  |
|                     |                      |         |  |
|                     |                      |         |  |
|                     |                      |         |  |
|                     |                      |         |  |
|                     |                      |         |  |
| OCT STMT DATES      |                      |         |  |
| LA                  |                      |         |  |

# Fresno Migrant Seasonal Head Start Monthly Enrollment Report September 2023

## ENROLLMENT REPORT



## DISABILITIES & ELIGIBILITY OF CHILDREN



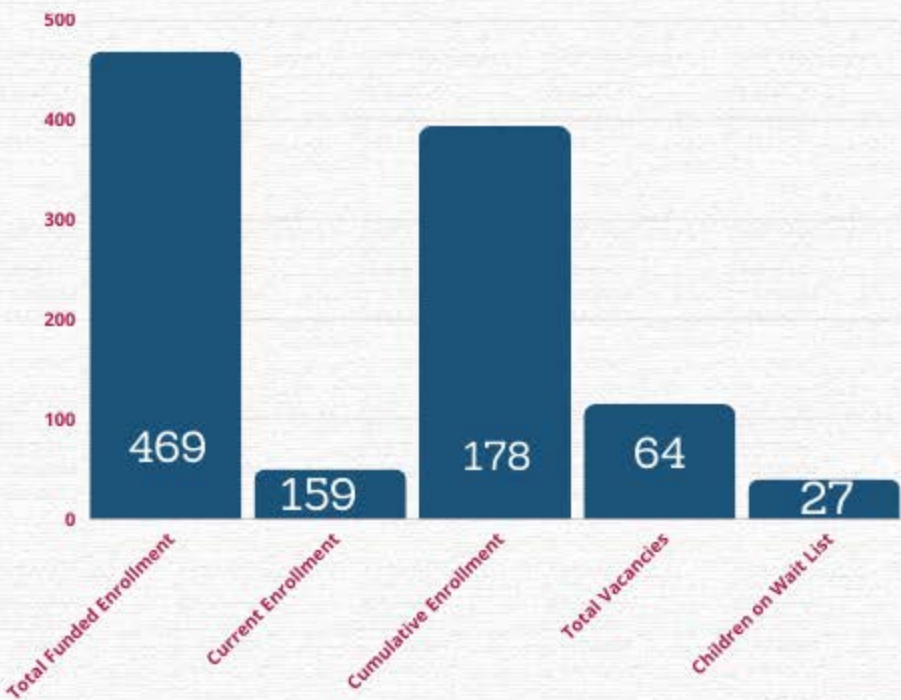
## MONTHLY ATTENDANCE REPORT



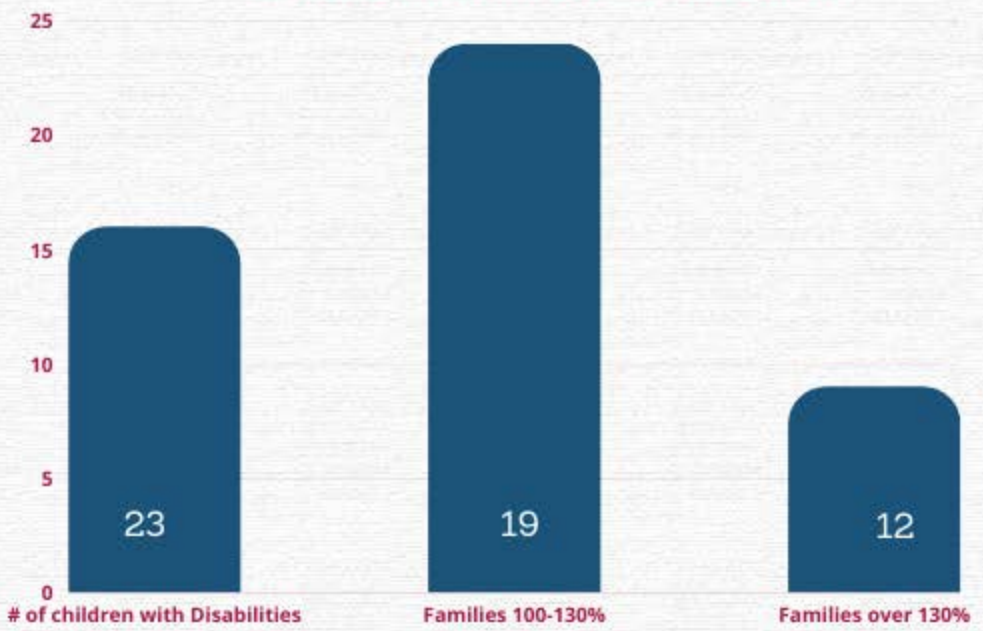


# Fresno Migrant Seasonal Head Start Monthly Enrollment Report October 2023

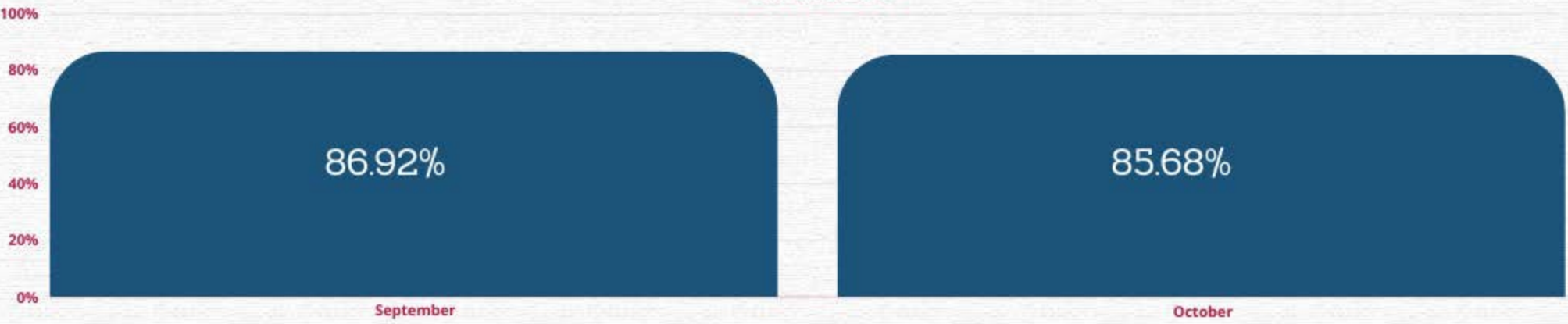
## ENROLLMENT REPORT



## DISABILITIES & ELIGIBILITY OF CHILDREN



## MONTHLY ATTENDANCE REPORT



## IN-KIND MONTHLY SUMMARY REPORT

**Month**

**October**

**Year**

**2023**

| CATEGORY                   | BUDGET            | PREVIOUS TOTAL   | CURRENT TOTAL     | Y-T-D TOTAL       | REMAINING IN-KIND NEEDED |
|----------------------------|-------------------|------------------|-------------------|-------------------|--------------------------|
| NON-FEDERAL CASH           |                   |                  |                   |                   |                          |
| VOLUNTEER SERVICES         | <b>630,885.00</b> | 36,504.53        | 149,024.27        | 185,528.80        | (445,356.20)             |
| A. Professional Services   | <b>0.00</b>       | 0.00             |                   | 0.00              | 0.00                     |
| B. Center Volunteers       | <b>630,885.00</b> | 36,504.53        | <b>149,024.27</b> | 185,528.80        | (445,356.20)             |
| C. Policy Concil/Committee | <b>0.00</b>       | 0.00             |                   | 0.00              | 0.00                     |
| OTHER - FOOD DONATION      | <b>0.00</b>       | 0.00             |                   | 0.00              | 0.00                     |
| DONATED SUPPLIES           | <b>2,356.00</b>   | 0.00             |                   | 0.00              | (2,356.00)               |
| DONATED EQUIPMENT          | <b>0.00</b>       | 0.00             |                   | 0.00              | 0.00                     |
| DONATED - BUS STORAGE      | <b>0.00</b>       | 0.00             |                   | 0.00              | 0.00                     |
| DONATED SPACE              | <b>167,503.00</b> | 13,958.58        | <b>13,958.58</b>  | 27,917.16         | (139,585.84)             |
| TRANSPORTATION             | <b>0.00</b>       | 0.00             |                   | 0.00              | 0.00                     |
| <b>TOTAL IN-KIND</b>       | <b>800,744.00</b> | 50,463.11        | <b>162,982.85</b> | <b>213,445.96</b> | <b>(587,298.04)</b>      |
|                            |                   |                  |                   |                   |                          |
| C. Salarie & FB (First 5)  | <b>0.00</b>       | 0.00             |                   | 0.00              | 0.00                     |
|                            |                   |                  |                   |                   |                          |
| <b>Grand Total</b>         | <b>800,744.00</b> | <b>50,463.11</b> | <b>162,982.85</b> | <b>213,445.96</b> | <b>(587,298.04)</b>      |

|                          |            |
|--------------------------|------------|
| A. Y-T-D In-Kind         | 213,445.96 |
| B. Contracted In-Kind    | 800,744.00 |
| C. Percent Y-T-D In-Kind | 26.66%     |

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY  
 FRESNO MIGRANT HEAD START FOOD PROGRAM  
 INCOME CALCULATIONS  
 September, 2023**

|            |     |
|------------|-----|
| FREE MEALS | 175 |
| REDUCED    | -   |
| BASE       | -   |
| TOTAL      | 175 |

**PERCENTAGES:**

|         |           |
|---------|-----------|
| FREE    | 100.0000% |
| REDUCED | 0.0000%   |
| BASE    | 0.0000%   |
| TOTAL   | 100.0000% |

| MEAL                       | #                                  |   | %         |   | RATE     |   |                    |                    |
|----------------------------|------------------------------------|---|-----------|---|----------|---|--------------------|--------------------|
| <b>BREAKFAST:</b>          | 2,720                              | X | 100.0000% | X | \$2.2800 | = | \$6,201.60         |                    |
| <b>LUNCH:</b>              | 2,680                              | X | 100.0000% | X | \$4.2500 | = | \$11,390.00        |                    |
| <b>SUPPLEMENTS:</b>        | 2,426                              | X | 100.0000% | X | \$1.1700 | = | \$2,838.42         |                    |
|                            | <b>7,826</b>                       |   |           |   |          |   | <b>\$20,430.02</b> |                    |
|                            | <b>TOTAL FEDERAL REIMBURSEMENT</b> |   |           |   |          |   |                    | <b>\$20,430.02</b> |
| <b>CASH IN LIEU:</b>       |                                    |   |           |   |          |   | \$790.60           |                    |
|                            |                                    |   |           |   |          |   | <b>\$790.60</b>    |                    |
| <b>TOTAL REIMBURSEMENT</b> |                                    |   |           |   |          |   | <b>\$21,220.62</b> |                    |

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY  
 FRESNO MIGRANT HEAD START FOOD PROGRAM  
 INCOME CALCULATIONS  
 October-2023**

|            |     |
|------------|-----|
| FREE MEALS | 174 |
| REDUCED    | -   |
| BASE       | -   |
| TOTAL      | 174 |

**PERCENTAGES:**

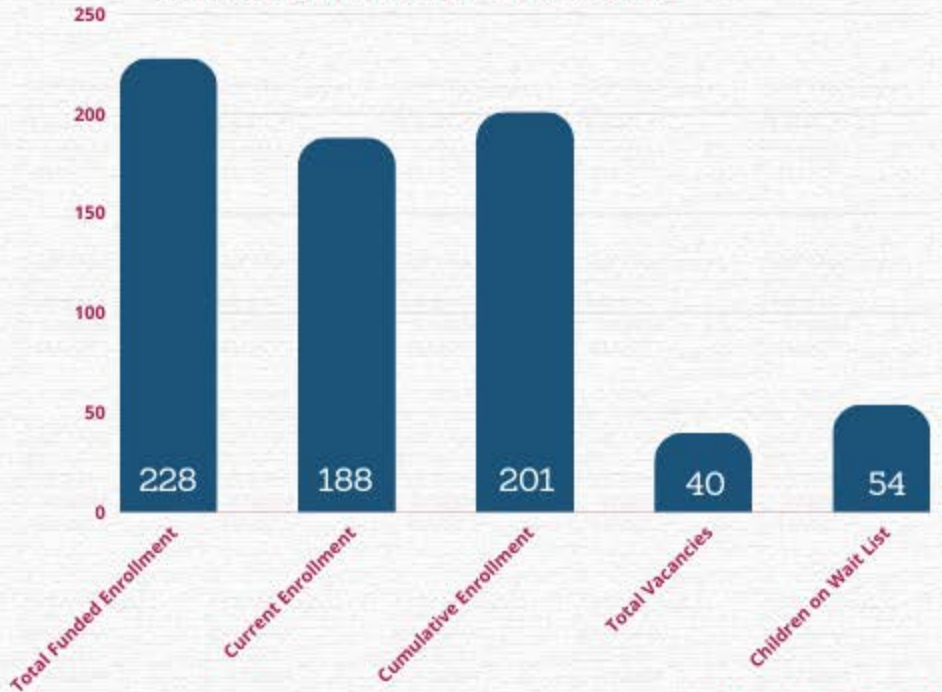
|         |           |
|---------|-----------|
| FREE    | 100.0000% |
| REDUCED | 0.0000%   |
| BASE    | 0.0000%   |
| TOTAL   | 100.0000% |

| MEAL                       | #                                  |   | %         |   | RATE     |   |                    |                    |
|----------------------------|------------------------------------|---|-----------|---|----------|---|--------------------|--------------------|
| <b>BREAKFAST:</b>          | 2,696                              | X | 100.0000% | X | \$2.2800 | = | \$6,146.88         |                    |
| <b>LUNCH:</b>              | 2,684                              | X | 100.0000% | X | \$4.2500 | = | \$11,407.00        |                    |
| <b>SUPPLEMENTS:</b>        | 2,429                              | X | 100.0000% | X | \$1.1700 | = | \$2,841.93         |                    |
|                            | <b>7,809</b>                       |   |           |   |          |   | <b>\$20,395.81</b> |                    |
|                            | <b>TOTAL FEDERAL REIMBURSEMENT</b> |   |           |   |          |   |                    | <b>\$20,395.81</b> |
| <b>CASH IN LIEU:</b>       |                                    |   |           |   |          |   | \$791.78           |                    |
|                            |                                    |   |           |   |          |   | <b>\$791.78</b>    |                    |
| <b>TOTAL REIMBURSEMENT</b> |                                    |   |           |   |          |   | <b>\$21,187.59</b> |                    |

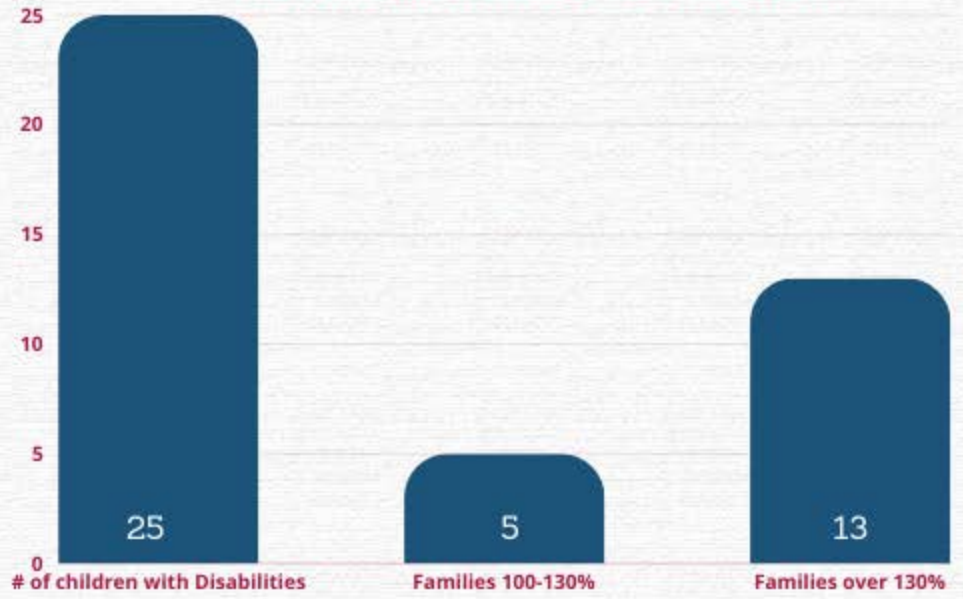


# Madera Regional Head Start Monthly Enrollment Report October 2023

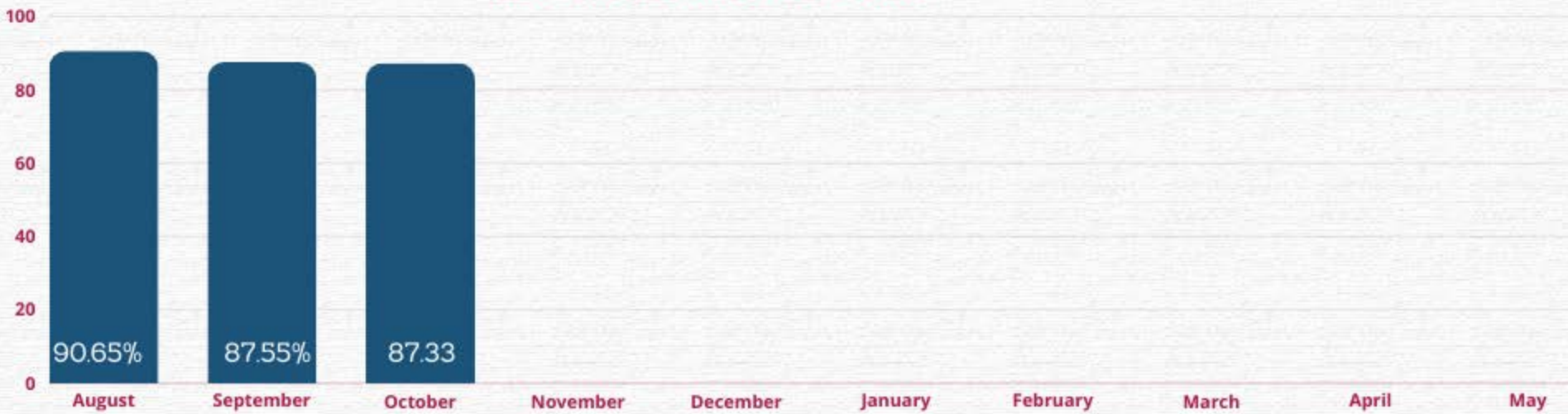
## ENROLLMENT REPORT



## DISABILITIES & ELIGIBILITY OF CHILDREN



## ATTENDANCE REPORT





## IN-KIND MONTHLY SUMMARY REPORT

**Month**

**October**

**Year**

**2023-24**

| CATEGORY   | BUDGET              | PREVIOUS TOTAL    | CURRENT TOTAL     | Y-T-D TOTAL       | REMAINING IN-KIND NEEDED |
|--|---------------------|-------------------|-------------------|-------------------|--------------------------|
| <b>NON-FEDERAL CASH</b>                          |                     |                   |                   |                   |                          |
| Volunteer Services/Servicios Voluntarios         | 60,628.00           | 63,744.96         | 74,274.68         | 138,019.64        | (77,391.64)              |
| A. Professional Services/Servicios Profesionales | -                   | 0.00              | 1,217.00          | 1,217.00          | (1,217.00)               |
| B. Center Volunteers/Voluntarios en el Centro    | 58,203.00           | 63,162.96         | 72,801.28         | 135,964.24        | (77,761.24)              |
| C. Other/Policy Council/Otro/Comité de Póliza    | 2,425.00            | 582.00            | 256.40            | 838.40            | 1,586.60                 |
| Donated Food/Comida Donada                       | -                   | 0.00              |                   | -                 | -                        |
| Donated Supplies/Materiales Donado               | -                   | 0.00              |                   | -                 | -                        |
| Donated Equipment                                | -                   | 0.00              |                   | -                 | -                        |
| Donated Bus Storage                              | -                   | 0.00              |                   | -                 | -                        |
| Donated Space/Sitio Donado                       | 318,251.00          | 78,668.57         | 19,676.55         | 98,345.12         | 219,905.88               |
| Transportation/ Transportación                   | -                   | 0.00              |                   | -                 | -                        |
| <b>REGIONAL TOTAL IN-KIND</b>                    | <b>378,879.00</b>   | <b>142,413.53</b> | <b>93,951.23</b>  | <b>236,364.76</b> | <b>142,514.24</b>        |
| <b>STATE FUND 319</b>                            | <b>\$1,091,317</b>  | <b>219,518.00</b> | <b>119,167.00</b> | <b>338,685.00</b> | <b>752,632.00</b>        |
| <b>Grand Total</b>                               | <b>1,470,196.00</b> | <b>361,931.53</b> | <b>213,118.23</b> | <b>575,049.76</b> | <b>895,146.24</b>        |

|                         |              |               |          |
|-------------------------|--------------|---------------|----------|
|                         | Contract     | Booked        | Residual |
| A. Regional YTD In-kind | 378,879.00   | \$ 236,364.76 | 142,514  |
| B. State YTD In-kind    | 1,091,317.00 | 338,685.00    | 752,632  |
| Total                   | 1,470,196.00 | \$ 575,049.76 | 895,146  |

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY  
REGIONAL HEAD START including BLENDED CSPP STATE PROGRAM  
INCOME CALCULATIONS  
October-2023**

|            |     |  |     |
|------------|-----|--|-----|
| FREE MEALS | 201 |  | 141 |
| REDUCED    | 0   |  | 0   |
| BASE       | 0   |  | 0   |
| TOTAL      | 201 |  | 141 |

**PERCENTAGES:**

|         |           |  |           |
|---------|-----------|--|-----------|
| FREE    | 100.0000% |  | 100.0000% |
| REDUCED | 0.0000%   |  | 0.0000%   |
| BASE    | 0.0000%   |  | 0.0000%   |
| TOTAL   | 100.0000% |  | 100.0000% |

| MEAL                | #     |   | %         |   | RATE     | = |             |
|---------------------|-------|---|-----------|---|----------|---|-------------|
| <b>BREAKFAST:</b>   | 2,532 | X | 100.0000% | X | \$2.2800 | = | \$5,772.96  |
|                     | 2,532 | X | 0.0000%   | X | \$0.0000 | = | \$0.00      |
|                     | 2,532 | X | 0.0000%   | X | \$0.0000 | = | \$0.00      |
| <b>LUNCH:</b>       | 2,830 | X | 100.0000% | X | \$4.2500 | = | \$12,027.50 |
|                     | 0     | X | 100.0000% | X | \$4.2500 | = | \$0.00      |
|                     | 0     | X | 0.0000%   | X | \$0.0000 | = | \$0.00      |
|                     | 0     | X | 0.0000%   | X | \$0.0000 | = | \$0.00      |
| <b>SUPPLEMENTS:</b> | 223   | X | 100.0000% | X | \$1.1700 | = | \$260.91    |
|                     | 0     | X | 100.0000% | X | \$1.1700 | = | \$0.00      |
|                     | 0     | X | 0.0000%   | X | \$0.0000 | = | \$0.00      |
|                     | 0     | X | 0.0000%   | X | \$0.0000 | = | \$0.00      |

|                            |              |                             |  |                    |
|----------------------------|--------------|-----------------------------|--|--------------------|
|                            | <b>5,585</b> |                             |  | <b>\$18,061.37</b> |
|                            |              | TOTAL FEDERAL REIMBURSEMENT |  |                    |
| <b>CASH IN LIEU:</b>       |              | LUNCHES X \$0.2950          |  | <b>\$834.85</b>    |
| <b>TOTAL REIMBURSEMENT</b> |              |                             |  | <b>\$18,896.22</b> |

|      | Breakfast | Lunch | Snack | Total |
|------|-----------|-------|-------|-------|
| RHS  | 398       | 2,830 | 223   | 3,451 |
| CSPP | 2,134     | -     | -     | 2,134 |
|      | 2,532     | 2,830 | 223   | 5,585 |

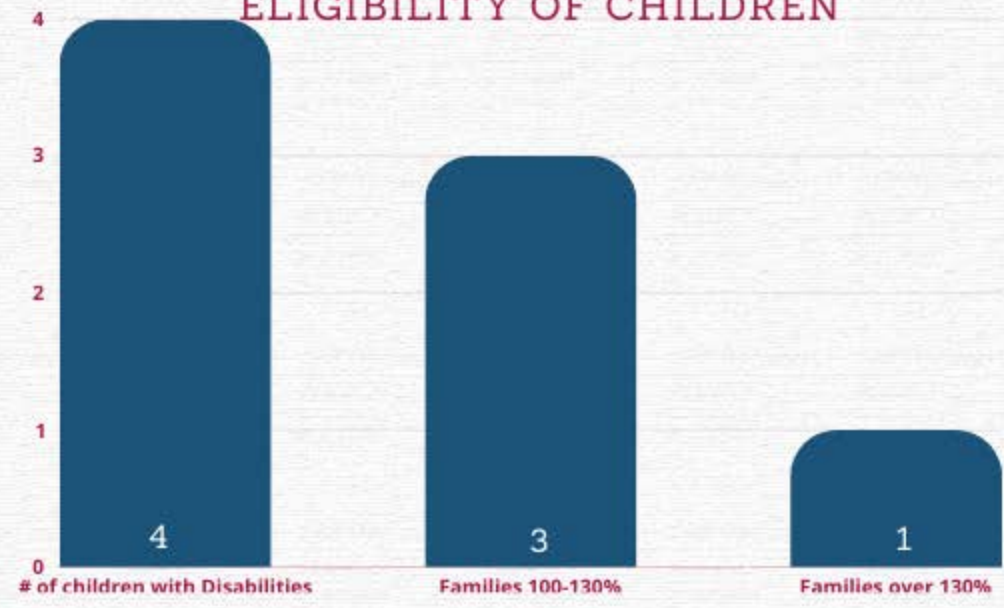
|                              | <u>RHS</u>         | <u>CSPP</u>       | <u>Total</u>       |
|------------------------------|--------------------|-------------------|--------------------|
| TOTAL FEDERAL REIMBURSEMENT: | \$13,195.85        | \$4,865.52        | \$18,061.37        |
| CASH IN LIEU:                | <u>\$834.85</u>    | <u>\$0.00</u>     | <u>\$834.85</u>    |
|                              | <b>\$14,030.70</b> | <b>\$4,865.52</b> | <b>\$18,896.22</b> |

# Madera Early Head Start Monthly Enrollment Report October 2023

## ENROLLMENT REPORT



## DISABILITIES & ELIGIBILITY OF CHILDREN





## IN-KIND MONTHLY SUMMARY REPORT

**Month**

**October**

**Year**

**2023**

| CATEGORY   | BUDGET            | PREVIOUS<br>TOTAL | CURRENT<br>TOTAL | Y-T-D<br>TOTAL   | REMAINING<br>IN-KIND NEEDED |
|--|-------------------|-------------------|------------------|------------------|-----------------------------|
| <b>NON-FEDERAL CASH</b>                          |                   |                   |                  |                  |                             |
| Volunteer Services/Servicios Voluntarios         | 158,104.00        | 66,637.40         | 30,920.77        | 97,558.17        | 60,545.83                   |
| A. Professional Services/Servicios Profesionales | -                 | 0.00              |                  | -                | -                           |
| B. Center Volunteers/Voluntarios en el Centro    | 155,652.00        | 66,637.40         | 30,920.77        | 97,558.17        | 58,093.83                   |
| C. Other/Policy Council/Otro/Comité de Póliza    | 2,452.00          | 0.00              |                  | -                | 2,452.00                    |
| Donated Food/Comida Donada                       | -                 | 0.00              |                  | -                | -                           |
| Donated Supplies/Materiales Donado               | 1,655.00          | 0.00              |                  | -                | 1,655.00                    |
| Donated Equipment                                | -                 | 0.00              |                  | -                | -                           |
| Donated Bus Storage                              | -                 | 0.00              |                  | -                | -                           |
| Donated Space/Sitio Donado                       | -                 | 0.00              |                  | -                | -                           |
| Transportation/ Transportación                   | -                 | 0.00              |                  | -                | -                           |
| <b>TOTAL IN-KIND</b>                             | <b>159,759.00</b> | <b>66,637.40</b>  | <b>30,920.77</b> | <b>97,558.17</b> | <b>62,200.83</b>            |
|  |                   |                   |                  |                  |                             |
| <b>Grand Total</b>                               | <b>159,759.00</b> | <b>66,637.40</b>  | <b>30,920.77</b> | <b>97,558.17</b> | <b>62,200.83</b>            |

B. Contracted In-Kind

\$ 97,558.17

C. Percent Y-T-D In-Kind

61.07%



# Report to the Board of Directors

Agenda Item Number: D-9

Board of Directors Meeting for: December 14, 2023

Author: Maritza Gomez-Zaragoza

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DATE: December 5, 2023

TO: Board of Directors

FROM: Maritza Gomez-Zaragoza, Head Start Program Director

SUBJECT: Fresno Migrant & Seasonal Head Start 2022-2023 Program Information Report

**I. RECOMMENDATION:**

Review the Fresno Migrant & Seasonal Head Start 2022-2023 Program Information Report. (Informational Only)

**II. SUMMARY:**

The Office of Head Start Program Information Report (PIR) is an annual report mandated of all Head Start programs in the country. It serves as a source of data to track the programs performance. The Office of Head Start utilizes the PIR indicators to assess strengths of the program as well as its challenges. In turn, it provides technical assistance to those areas needing improvement. Per Head Start Act 642(d)(2)(l), the PIR must be presented annually to the Policy Council and Board of Directors and made available to federal legislators and the public.

**III. DISCUSSION:**

1. Fresno Migrant & Seasonal Head Start (FMSHS) program served 411 children, The program did not meet the funded enrollment of 469. Highlighted below are some key demographics of the children and families served:

- 99.5% of enrolled children have health insurance at end of year.
- 95% of children are up-to-date on a schedule of age-appropriate preventive and primary health care.
- 57% of preschool age children have a healthy weight status.
- 78% of preschool enrolled children received preventative dental care.
- 64.5% of families are two-parent families; 35.4% are of single-parent families.

2. Attached is the PIR in its entirety for 2022-2023.

- The Fresno Migrant & Seasonal Head Start 2022-2023 Program Information Report will be presented to the PC on December 13, 2023.

**IV. FINANCING:**

None



## A. PROGRAM INFORMATION

### GENERAL INFORMATION

|   |  |
|---|--|
| Grant Number                                  | 90CM009851   |
| Program Number                                | 001  |
| Program Type                                  | Migrant Head Start   |
| Program Name                                  | Community Action Partnership of Madera County, Inc.          |
| Program Address                               | 4610 W Jacquelyn Ave, Fresno Migrant and Seasonal Head Start |
| Program City, State, Zip Code (5+4)           | Fresno, CA, 93722-6433                                       |
| Program Phone Number                          | (559) 507 8020   |
| Head Start or Early Head Start Director Name  | Ms. Maritza Gomez-Zaragoza                                   |
| Head Start or Early Head Start Director Email | mgomez@maderacap.org   |
| Agency Email                                  | mmendez@maderacap.org  |
| Agency Web Site Address                       | http://www.maderacap.org                                     |
| Name and Title of Approving Official          | Mr. Eric LiCalsi   |
| Unique Entity Identifier (UEI)                | V9D5YUNVFNA4   |
| Agency Type                                   | Community Action Agency (CAA)                                |
| Agency Description                            | Delegate agency  |

### FUNDED ENROLLMENT

#### Funded enrollment by funding source

|  | <i># of children / pregnant women</i> |
|--|---------------------------------------|
| A.1 Funded Enrollment:   | 469                                   |
| a. Head Start/Early Head Start Funded Enrollment, as identified on the NOA that captures the greatest part of the program year | 469                                   |
| b. Funded Enrollment from non-federal sources, i.e., state, local, private   | 0                                     |
| c. Funded Enrollment from the MIECHV Grant Program using the Early Head Start home visiting model                              | 0                                     |

#### Funded enrollment by program option

|  | <i># of slots</i> |
|--|-------------------|
| A.2 Center-based option  |                   |
| a. Number of slots equal to or greater than 1,020 annual hours for Head Start preschool children or 1,380 annual hours for Early Head Start infants and toddlers | 469               |
| 1. Of these, the number that are available for the full-working-day and full-calendar-year   | 0                 |
| b. Number of slots with fewer than 1,020 annual hours for Head Start preschool children or 1,380 annual hours for Early Head Start infants and toddlers          | 0                 |
| 1. Of these, the number that are available for 3.5 hours per day for 128 days  | 0                 |
| 2. Of these, the number that are available for a full working day  | 0                 |
| A.3 Home-based option  | 0                 |
| A.4 Family child care option   | 0                 |
| A.5 Locally designed option  | 0                 |

|                          | # of pregnant women slots |
|--------------------------|---------------------------|
| A.6 Pregnant women slots | 0                         |

### Funded slots at child care partner

|   | # of slots |
|---|------------|
| A.7 Total number of slots in the center-based or locally designed option  | 469        |
| a. Of these, the total number of slots at a child care partner  | 0          |
| A.8 Total funded enrollment at child care partners (includes center-based, locally designed, and family child care program options) | 0          |

### CLASSES IN CENTER-BASED

|   | # of classes |
|---|--------------|
| A.9 Total number of center-based classes operated | 25           |
| a. Of these, the number of double session classes | 0            |

### CUMULATIVE ENROLLMENT

#### Children by age

|  | # of children at enrollment |
|--|-----------------------------|
| A.10 Children by age:                      |                             |
| a. Under 1 year                            | 63                          |
| b. 1 year old                              | 85                          |
| c. 2 years old                             | 115                         |
| d. 3 years old                             | 100                         |
| e. 4 years old                             | 48                          |
| f. 5 years and older                       | 0                           |
| g. Total cumulative enrollment of children | 411                         |

#### Pregnant women (EHS programs)

|  | # of pregnant women |
|--|---------------------|
| A.11 Cumulative enrollment of pregnant women | 0                   |

#### Total cumulative enrollment

|                                  | # of children / pregnant women |
|----------------------------------|--------------------------------|
| A.12 Total cumulative enrollment | 411                            |

#### Primary type of eligibility

|   | # of children / pregnant women |
|---|--------------------------------|
| A.13 Report each enrollee only once by primary type of eligibility:             |                                |
| a. Income at or below 100% of federal poverty line                              | 181                            |
| b. Public assistance (TANF, SSI, and SNAP)                                      | 159                            |
| c. Foster care  | 0                              |
| d. Homeless   | 1                              |
| e. Eligibility based on other type of need, but not counted in A.13.a through d | 26                             |

|   | # of children / pregnant women |
|---|--------------------------------|
| f. Incomes between 100% and 130% of the federal poverty line, but not counted in A.13.a through e | 44                             |

A.14 If the program serves enrollees under A.13.f, specify how the program has demonstrated that all income-eligible children in their area are being served.  
 The program has an approved selection criteria that assigns priority points.

### Prior enrollment

|  | # of children |
|--|---------------|
| A.15 Enrolled in Head Start or Early Head Start for: |               |
| a. The second year                                   | 168           |
| b. Three or more years                               | 89            |

### Transition and turnover

|  | # of children |
|--|---------------|
| A.21 Total number of children who left the program any time after classes or home visits began and did not re-enroll   | 135           |
| a. Of the children who left the program during the program year, the number of children who were enrolled less than 45 days  | 38            |
| b. Of the children who left the program during the program year, the number of preschool children who aged out, i.e., left the program in order to attend kindergarten | 26            |

### Attendance

|   | # of children |
|---|---------------|
| A.22 The total number of children cumulatively enrolled in the center-based or family child care program option | 411           |
| a. Of these children, the number of children that were chronically absent                                       | 344           |
| 1. Of the children chronically absent, the number that stayed enrolled until the end of enrollment              | 113           |

A.23 Comments on children that were chronically absent:  
 Absences were due to illness. Staff worked with families to provide resources and follow-up to ensure consistency with attendance.

### Child care subsidy

|   | # of children |
|---|---------------|
| A.24 The number of enrolled children for whom the program and/or its partners received a child care subsidy during the program year | 0             |

### Ethnicity and race

| # of children / pregnant women |
|--------------------------------|
|--------------------------------|

|  |         | (1)<br>Hispanic or<br>Latino origin | (2)<br>Non-Hispanic or<br>Non-Latino origin |
|--|---------|-------------------------------------|---|
| <b>A.25 Race and ethnicity</b>               |         |                                     |   |
| a. American Indian or Alaska Native          |         | 0                                   | 0   |
| b. Asian                                     |         | 0                                   | 0   |
| c. Black or African American                 |         | 0                                   | 0   |
| d. Native Hawaiian or other Pacific Islander |         | 0                                   | 0   |
| e. White                                     |         | 0                                   | 0   |
| f. Bi-racial/Multi-racial                    |         | 0                                   | 0   |
| g. Other                                     |         | 408                                 | 3   |
| Explain:                                     | Mexican |                                     |   |

|                                  | # of children /<br>pregnant women |
|----------------------------------|-----------------------------------|
| h. Unspecified ethnicity or race | 0                                 |

### Primary language of family at home

|  | # of children |
|--|---------------|
| <b>A.26 Primary language of family at home:</b>  |               |
| a. English   | 70            |
| 1. Of these, the number of children acquiring/learning another language in addition to English         | 35            |
| b. Spanish   | 341           |
| c. Native Central American, South American & Mexican Languages (e.g., Mixteco, Quichean.)              | 0             |
| d. Caribbean Languages (e.g., Haitian-Creole, Patois)  | 0             |
| e. Middle Eastern & South Asian Languages (e.g., Arabic, Hebrew, Hindi, Urdu, Bengali)                 | 0             |
| f. East Asian Languages (e.g., Chinese, Vietnamese, Tagalog)   | 0             |
| g. Native North American/Alaska Native Languages   | 0             |
| h. Pacific Island Languages (e.g., Palauan, Fijian)  | 0             |
| i. European & Slavic Languages (e.g., German, French, Italian, Croatian, Yiddish, Portuguese, Russian) | 0             |
| j. African Languages (e.g., Swahili, Wolof)  | 0             |
| k. American Sign Language  | 0             |
| l. Other (e.g., American Sign Language)  | 0             |
| m. Unspecified (language is not known or parents declined identifying the home language)               | 0             |

### Dual language learners

|   | # of children |
|---|---------------|
| A.27 Total number of Dual Language Learners | 376           |

### Transportation

|   | # of children |
|---|---------------|
| A.28 Number of children for whom transportation is provided to and from classes | 0             |

## RECORD KEEPING

### Management Information Systems

A.29 List the management information system(s) your program uses to support tracking, maintaining, and using data on enrollees, program services, families, and program staff.

*Name/title*

ChildPlus

## B. PROGRAM STAFF & QUALIFICATIONS

### TOTAL STAFF

#### Staff by type

|  | (1)<br># of Head Start or<br>Early Head Start<br>staff | (2)<br># of contracted<br>staff |
|--|--|---------------------------------|
| B.1 Total number of staff members, regardless of the funding source for their salary or number of hours worked | 90   | 0                               |
| a. Of these, the number who are current or former Head Start or Early Head Start parents                       | 18   | 0                               |

### TOTAL VOLUNTEERS

#### Volunteers by type

|   | # of volunteers |
|---|-----------------|
| B.2 Number of persons providing any volunteer services to the program during the program year | 132             |
| a. Of these, the number who are current or former Head Start or Early Head Start parents      | 132             |

### EDUCATION AND CHILD DEVELOPMENT STAFF

#### Preschool classroom and assistant teachers (HS and Migrant programs)

|   | (1)<br># of classroom<br>teachers | (2)<br># of assistant<br>teachers |
|---|-----------------------------------|-----------------------------------|
| B.3 Total number of preschool education and child development staff by position | 9                                 | 9                                 |

|  | (1)<br># of classroom<br>teachers | (2)<br># of assistant<br>teachers |
|--|-----------------------------------|-----------------------------------|
| Of the number of preschool education and child development staff by position, the number with the following:                             |                                   |                                   |
| a. An advanced degree in:  |                                   |                                   |
| 1. Early childhood education   |                                   |                                   |
| 2. Any field and coursework equivalent to a major relating to early childhood education, with experience teaching preschool-age children | 0                                 | 0                                 |

|  | (1)<br># of classroom<br>teachers | (2)<br># of assistant<br>teachers |
|--|-----------------------------------|-----------------------------------|
| Of the number of preschool education and child development staff by position, the number with the following:                               |                                   |                                   |
| b. A baccalaureate degree in one of the following:   |                                   |                                   |
| 1. Early childhood education   |                                   |                                   |
| 2. Any field and coursework equivalent to a major relating to early childhood education with experience teaching preschool-age children or | 3                                 | 0                                 |
| 3. Any field and is part of the Teach for America program and passed a rigorous early childhood content exam                               |                                   |                                   |



|  | (1)<br># of classroom<br>teachers | (2)<br># of assistant<br>teachers |
|--|-----------------------------------|-----------------------------------|
| Of the number of preschool education and child development staff by position, the number with the following:   |                                   |                                   |
| c. An associate degree in:   |                                   |                                   |
| 1. Early childhood education   |                                   |                                   |
| 2. A field related to early childhood education and coursework equivalent to a major relating to early childhood education with experience teaching preschool-age children | 6                                 | 5                                 |

|   | (1)<br># of classroom<br>teachers | (2)<br># of assistant<br>teachers |
|---|-----------------------------------|-----------------------------------|
| Of the number of preschool education and child development staff by position, the number with the following:  |                                   |                                   |
| d. A Child Development Associate (CDA) credential or state-awarded certification, credential, or licensure that meets or exceeds CDA requirements   | 0                                 | 4                                 |
| 1. Of these, a CDA credential or state-awarded certification, credential, or licensure that meets or exceeds CDA requirements and that is appropriate to the option in which they are working | 0                                 | 0                                 |

|  | (1)<br># of classroom<br>teachers | (2)<br># of assistant<br>teachers |
|--|-----------------------------------|-----------------------------------|
| Of the number of preschool education and child development staff by position, the number with the following: |                                   |                                   |
| e. None of the qualifications listed in B.3.a through B.3.d  | 0                                 | 0                                 |

### Preschool classroom teachers program enrollment

|  | # of classroom<br>teachers |
|--|----------------------------|
| B.4 Total number of preschool classroom teachers that do not meet qualifications listed in B.3.a or B.3.b  | 6                          |
| a. Of these preschool classroom teachers, the number enrolled in a degree program that would meet the qualifications described in B.3.a or B.3.b | 0                          |

### Preschool classroom assistant teachers program enrollment

|   | # of assistant<br>teachers |
|---|----------------------------|
| B.5 Total number of preschool assistant teachers that do not have any qualifications listed in B.3.a through B.3.d  | 0                          |
| a. Of these preschool assistant teachers, the number enrolled in a degree, certification, credential, or licensure program that would meet one of the qualifications listed in B.3.a through B.3.d. | 0                          |

### Infant and toddler classroom teachers (EHS and Migrant programs)

|   | # of classroom<br>teachers |
|---|----------------------------|
| B.6 Total number of infant and toddler classroom teachers | 29                         |

|   | # of classroom teachers |
|---|-------------------------|
| Of the number of infant and toddler classroom teachers, the number with the following:  |                         |
| a. An advanced degree in:   |                         |
| 1. Early childhood education with a focus on infant and toddler development or<br>2. Any field and coursework equivalent to a major relating to early childhood education, with experience teaching infants and/or toddlers                                   | 0                       |
|   | # of classroom teachers |
| Of the number of infant and toddler classroom teachers, the number with the following:  |                         |
| b. A baccalaureate degree in:   |                         |
| 1. Early childhood education with a focus on infant and toddler development or<br>2. Any field and coursework equivalent to a major relating to early childhood education, with experience teaching infants and/or toddlers                                   | 1                       |
|   | # of classroom teachers |
| Of the number of infant and toddler classroom teachers, the number with the following:  |                         |
| c. An associate degree in:  |                         |
| 1. Early childhood education with a focus on infant and toddler development or<br>2. A field related to early childhood education and coursework equivalent to a major relating to early childhood education with experience teaching infants and/or toddlers | 18                      |
|   | # of classroom teachers |
| Of the number of infant and toddler classroom teachers, the number with the following:  |                         |
| d. A Child Development Associate (CDA) credential or state-awarded certification, credential, or licensure that meets or exceeds CDA requirements   | 10                      |
| 1. Of these, a CDA credential or state-awarded certification, credential, or licensure that meets or exceeds CDA requirements and that is appropriate to the option in which they are working   | 10                      |
|   | # of classroom teachers |
| Of the number of infant and toddler classroom teachers, the number with the following:  |                         |
| e. None of the qualifications listed in B.6.a through B.6.d   | 0                       |
|   | # of classroom teachers |
| B.7 Total number of infant and toddler classroom teachers that do not have any qualifications listed in B.6.a through B.6.d   | 0                       |
| a. Of these infant and toddler classroom teachers, the number enrolled in a degree, certification, credential, or licensure program that would meet one of the qualifications listed in B.6.a through B.6.d.  | 0                       |

## Home visitors and family child care provider staff qualifications

|  | # of home visitors |
|--|--------------------|
| B.8 Total number of home visitors  | 0                  |
| a. Of these, the number of home visitors that have a home-based CDA credential or comparable credential, or equivalent coursework as part of an associate's, baccalaureate, or advanced degree | 0                  |
| b. Of these, the number of home visitors that do not meet one of the qualifications described in B.8.a.  | 0                  |
| 1. Of the home visitors in B.8.b, the number enrolled in a degree or credential program that would meet a qualification described in B.8.a.  | 0                  |

|   | # of family child care providers |
|---|----------------------------------|
| B.9 Total number of family child care providers   | 0                                |
| a. Of these, the number of family child care providers that have a Family Child Care CDA credential or state equivalent, or an associate, baccalaureate, or advanced degree in child development or early childhood education | 0                                |
| b. Of these, the number of family child care providers that do not meet one of the qualifications described in B.9.a.   | 0                                |
| 1. Of the family child care providers in B.9.b, the number enrolled in a degree or credential program that would meet a qualification described in B.9.a.   | 0                                |

|   | # of child development specialists |
|---|------------------------------------|
| B.10 Total number of child development specialists that support family child care providers   | 0                                  |
| a. Of these, the number of child development specialists that have a baccalaureate degree in child development, early childhood education, or a related field | 0                                  |
| b. Of these, the number of child development specialists that do not meet one of the qualifications described in B.10.a.                                      | 0                                  |
| 1. Of the child development specialists in B.10.b, the number enrolled in a degree or credential program that would meet a qualification described in B.10.a. | 0                                  |

## Ethnicity and race

|  | # of non-supervisory education and child development staff |  |
|--|--|--|
|  | (1)<br>Hispanic or Latino origin                           | (2)<br>Non-Hispanic or Non-Latino origin |
| B.13 Race and Ethnicity                      |  |  |
| a. American Indian or Alaska Native          | 0  | 0  |
| b. Asian                                     | 0  | 0  |
| c. Black or African American                 | 0  | 0  |
| d. Native Hawaiian or other Pacific Islander | 0  | 0  |
| e. White                                     | 0  | 0  |
| f. Biracial/Multi-racial                     | 0  | 0  |
| g. Other                                     | 47   | 0  |
| Explain: Mexican                             |  |  |

|                                  | # of non-supervisory education and child development staff |
|----------------------------------|--|
| h. Unspecified ethnicity or race | 0  |

## Language

|   | # of non-supervisory education and child development staff |
|---|--|
| B.14 The number who are proficient in a language(s) other than English.                 | 47   |
| a. Of these, the number who are proficient in more than one language other than English | 0  |

| B.15 Language groups in which staff are proficient:  | # of non-supervisory education and child development staff |
|--|--|
| a. Spanish   | 47   |
| b. Native Central American, South American, and Mexican Languages (e.g., Mixteco, Quichean.)             | 0  |
| c. Caribbean Languages (e.g., Haitian-Creole, Patois)  | 0  |
| d. Middle Eastern and South Asian Languages (e.g., Arabic, Hebrew, Hindi, Urdu, Bengali)                 | 0  |
| e. East Asian Languages (e.g., Chinese, Vietnamese, Tagalog)   | 0  |
| f. Native North American/Alaska Native Languages   | 0  |
| g. Pacific Island Languages (e.g., Palauan, Fijian)  | 0  |
| h. European and Slavic Languages (e.g., German, French, Italian, Croatian, Yiddish, Portuguese, Russian) | 0  |
| i. African Languages (e.g., Swahili, Wolof)  | 0  |
| j. American Sign Language  | 0  |
| k. Other   | 0  |
| l. Unspecified (language is not known or staff declined identifying the language)                        | 0  |

## STAFF TURNOVER

### All staff turnover

|  | (1)<br># of Head Start or Early Head Start staff | (2)<br># of contracted staff |
|--|--|------------------------------|
| B.16 Total number of staff who left during the program year (including turnover that occurred while the program was not in session, e.g., summer months) | 7  | 0                            |
| a. Of these, the number who were replaced  | 1  | 0                            |

### Education and child development staff turnover

|   | # of staff |
|---|------------|
| B.17 The number of teachers, preschool assistant teachers, family child care providers, and home visitors who left during the program year (including turnover that occurred while classes and home visits were not in session, e.g., during summer months) | 3          |
| a. Of these, the number who were replaced   | 0          |
| b. Of these, the number who left while classes and home visits were in session  | 3          |
| c. Of these, the number that were teachers who left the program   | 2          |

|   | # of staff |
|---|------------|
| B.18 Of the number of education and child development staff that left, the number that left for the following primary reason: |            |
| a. Higher compensation  | 0          |
| 1. Of these, the number that moved to state pre-k or other early childhood program  | 0          |
| b. Retirement or relocation   | 2          |
| c. Involuntary separation   | 0          |
| d. Other (e.g., change in job field, reason not provided)   | 1          |

|  |                  |   |
|--|------------------|---|
| 1. Specify:  | Personal reasons |   |
| B.19 Number of vacancies during the program year that remained unfilled for a period of 3 months or longer |                  | 0 |

## C. CHILD AND HEALTH SERVICES

### HEALTH SERVICES

#### Health insurance – children

|  | (1)<br># of children at<br>enrollment | (2)<br># of children at<br>end of enrollment |
|--|---------------------------------------|--|
| C.1 Number of all children with health insurance   | 409                                   | 409  |
| a. Of these, the number enrolled in Medicaid and/or CHIP   | 407                                   | 407  |
| b. Of these, the number enrolled in state-only funded insurance (e.g., medically indigent insurance), private insurance, or other health insurance | 2                                     | 2  |
| C.2 Number of children with no health insurance  | 2                                     | 2  |

#### Health insurance - pregnant women (EHS programs)

|  | (1)<br># of pregnant<br>women at<br>enrollment | (2)<br># of pregnant<br>women at end of<br>enrollment |
|--|--|---|
| C.3 Number of pregnant women with at least one type of health insurance  | 0  | 0   |
| a. Of these, the number enrolled in Medicaid   | 0  | 0   |
| b. Of these, the number enrolled in state-only funded insurance (e.g., medically indigent insurance), private insurance, or other health insurance | 0  | 0   |
| C.4 Number of pregnant women with no health insurance  | 0  | 0   |

#### Accessible health care - children

|   | (1)<br># of children at<br>enrollment | (2)<br># of children at<br>end of enrollment |
|---|---------------------------------------|--|
| C.5 Number of children with an ongoing source of continuous, accessible health care provided by a health care professional that maintains the child's ongoing health record and is not primarily a source of emergency or urgent care | 411                                   | 411  |
| a. Of these, the number of children that have accessible health care through a federally qualified Health Center, Indian Health Service, Tribal and/or Urban Indian Health Program facility   | 159                                   | 159  |

#### Accessible health care - pregnant women (EHS Programs)

|   | (1)<br># of pregnant<br>women at<br>enrollment | (2)<br># of pregnant<br>women at end of<br>enrollment |
|---|--|---|
| C.6 Number of pregnant women with an ongoing source of continuous, accessible health care provided by a health care professional that maintains their ongoing health record and is not primarily a source of emergency or urgent care | 0  | 0   |

## Medical services – children

|   | (1)<br># of children at<br>enrollment | (2)<br># of children at<br>end of enrollment |
|---|---------------------------------------|--|
| C.7 Number of children who are up-to-date on a schedule of age-appropriate preventive and primary health care, according to the relevant state's EPSDT schedule for well child care | 281                                   | 392  |
|   |                                       | # of children                                |
| C.8. Number of children diagnosed with any chronic condition by a health care professional, regardless of when the condition was first diagnosed                                    |                                       | 18   |
| a. Of these, the number who received medical treatment for their diagnosed chronic health condition   |                                       | 17   |
| b. Specify the primary reason that children with any chronic condition diagnosed by a health care professional did not receive medical treatment:                                   |                                       | # of children                                |
| 1. No medical treatment needed  |                                       | 0  |
| 2. No health insurance  |                                       | 0  |
| 3. Parents did not keep/make appointment  |                                       | 0  |
| 4. Children left the program before their appointment date  |                                       | 0  |
| 5. Appointment is scheduled for future date   |                                       | 1  |
| 6. Other  |                                       | 0  |
| C.9 Number of children diagnosed by a health care professional with the following chronic condition, regardless of when the condition was first diagnosed:                          |                                       | # of children                                |
| a. Autism spectrum disorder (ASD)   |                                       | 0  |
| b. Attention deficit hyperactivity disorder (ADHD)  |                                       | 7  |
| c. Asthma   |                                       | 0  |
| d. Seizures   |                                       | 0  |
| e. Life-threatening allergies (e.g., food allergies, bee stings, and medication allergies that may result in systemic anaphylaxis)  |                                       | 3  |
| f. Hearing Problems   |                                       | 1  |
| g. Vision Problems  |                                       | 8  |
| h. Blood lead level test with elevated lead levels >5 g/dL  |                                       | 2  |
| i. Diabetes   |                                       | 0  |

## Body Mass Index (BMI) – children (HS and Migrant programs)

|  | # of children at<br>enrollment |
|--|--------------------------------|
| C.10 Number of children who are in the following weight categories according to the 2000 CDC BMI-for-age growth charts |                                |
| a. Underweight (BMI less than 5th percentile for child's age and sex)  | 9                              |
| b. Healthy weight (at or above 5th percentile and below 85th percentile for child's age and sex)                       | 85                             |
| c. Overweight (BMI at or above 85th percentile and below 95th percentile for child's age and sex)                      | 12                             |
| d. Obese (BMI at or above 95th percentile for child's age and sex)   | 40                             |

## Immunization services - children

|   | (1)<br># of children at<br>enrollment | (2)<br># of children at<br>end of enrollment |
|---|---------------------------------------|--|
| C.11 Number of children who have been determined by a health care professional to be up-to-date on all immunizations appropriate for their age  | 405                                   | 410  |
| C.12 Number of children who have been determined by a health care professional to have received all immunizations possible at this time but who have not received all immunizations appropriate for their age | 5                                     | 1  |
| C.13 Number of children who meet their state's guidelines for an exemption from immunizations   | 0                                     | 0  |

## Medical services – pregnant women (EHS programs)

|   | # of pregnant women |
|---|---------------------|
| C.14 Indicate the number of pregnant women who received the following services while enrolled in EHS: |                     |
| a. Prenatal health care   | 0                   |
| b. Postpartum health care   | 0                   |
| c. A professional oral health assessment, examination, and/or treatment                               | 0                   |
| d. Mental health interventions and follow-up  | 0                   |
| e. Education on fetal development   | 0                   |
| f. Education on the benefits of breastfeeding   | 0                   |
| g. Education on the importance of nutrition   | 0                   |
| h. Education on infant care and safe sleep practices  | 0                   |
| i. Education on the risks of alcohol, drugs, and/or smoking   | 0                   |
| j. Facilitating access to substance abuse treatment (i.e., alcohol, drugs, and/or smoking)            | 0                   |

## Prenatal health – pregnant women (EHS programs)

|  | # of pregnant women |
|--|---------------------|
| C.15 Trimester of pregnancy in which the pregnant women served were enrolled:  |                     |
| a. 1st trimester (0-3 months)  | 0                   |
| b. 2nd trimester (3-6 months)  | 0                   |
| c. 3rd trimester (6-9 months)  | 0                   |
| C.16 Of the total served, the number whose pregnancies were identified as medically high risk by a physician or health care provider | 0                   |

## Accessible dental care – children

|  | (1)<br># of children at<br>enrollment | (2)<br># of children at<br>end of enrollment |
|--|---------------------------------------|--|
| C.17 Number of children with continuous, accessible dental care provided by an oral health care professional which includes access to preventive care and dental treatment | 226                                   | 226  |



## Preschool dental services (HS and Migrant programs)

|   | # of children at end of enrollment |
|---|------------------------------------|
| C.18 Number of children who received preventive care during the program year  | 115                                |
| C.19 Number of all children, including those enrolled in Medicaid or CHIP, who have completed a professional dental examination during the program year | 115                                |
| a. Of these, the number of children diagnosed as needing dental treatment during the program year   | 22                                 |
| 1. Of these, the number of children who have received or are receiving dental treatment   | 13                                 |
| b. Specify the primary reason that children who needed dental treatment did not receive it:   | # of children                      |
| 1. Health insurance doesn't cover dental treatment  |                                    |
| 2. No dental care available in local area   |                                    |
| 3. Medicaid not accepted by dentist   |                                    |
| 4. Dentists in the area do not treat 3 – 5 year old children  |                                    |
| 5. Parents did not keep/make appointment  | 1                                  |
| 6. Children left the program before their appointment date  |                                    |
| 7. Appointment is scheduled for future date   | 8                                  |
| 8. No transportation  |                                    |
| 9. Other  |                                    |

## Infant and toddler preventive dental services (EHS and Migrant programs)

|  | # of children at end of enrollment |
|--|------------------------------------|
| C.20 Number of all children who are up-to-date according to the dental periodicity schedule in the relevant state's EPSDT schedule | 222                                |

## Mental health consultation

|   | # of staff |
|---|------------|
| C.21 Total number of classroom teachers, home visitors, and family child care providers   | 38         |
| a. Indicate the number of classroom teachers, home visitors, and family child care providers who received assistance from a mental health consultant through observation and consultation | 8          |

## DISABILITIES SERVICES

### IDEA eligibility determination

|   | # of children |
|---|---------------|
| C.22 The total number of children referred for an evaluation to determine eligibility under the Individuals with Disabilities Education Act (IDEA) during the program year  | 35            |
| a. Of these, the number who received an evaluation to determine IDEA eligibility  | 34            |
| 1. Of the children that received an evaluation, the number that were diagnosed with a disability under IDEA   | 15            |
| 2. Of the children that received an evaluation, the number that were not diagnosed with a disability under IDEA   | 19            |
| 1. Of these children, the number for which the program is still providing or facilitating individualized services and supports such as an individual learning plan or supports described under Section 504 of the Rehabilitation Act. | 0             |

|   | # of children |
|---|---------------|
| b. Of these, the number who did not receive an evaluation to determine IDEA eligibility   | 1             |
| <b>C.23 Specify the primary reason that children referred for an evaluation to determine IDEA eligibility did not receive it:</b> |               |
| a. The responsible agency assigned child to Response to Intervention (RTI)  | 0             |
| b. Parent(s) refused evaluation   | 1             |
| c. Evaluation is pending and not yet completed by responsible agency  | 0             |
| d. Other  | 0             |

### Preschool disabilities services (HS and Migrant programs)

|  | # of children |
|--|---------------|
| C.24 Number of children enrolled in the program who had an Individualized Education Program (IEP), at any time during the program year, indicating they were determined eligible by the LEA to receive special education and related services under the IDEA | 26            |
| a. Of these, the number who were determined eligible to receive special education and related services:  | # of children |
| 1. Prior to this program year  | 14            |
| 2. During this program year  | 12            |
| b. Of these, the number who have not received special education and related services   | 0             |

### Infant and toddler Part C early intervention services (EHS and Migrant programs)

|  | # of children |
|--|---------------|
| C.25 Number of children enrolled in the program who had an Individualized Family Service Plan (IFSP), at any time during the program year, indicating they were determined eligible by the Part C Agency to receive early intervention services under the IDEA | 33            |
| a. Of these, the number who were determined eligible to receive early intervention services:   | # of children |
| 1. Prior to this program year  | 22            |
| 2. During this enrollment year   | 11            |
| b. Of these, the number who have not received early intervention services under IDEA   | 0             |

### Preschool primary disabilities (HS and Migrant programs)

|   | (1)<br># of children<br>determined to<br>have this disability | (2)<br># of children<br>receiving special<br>services |
|---|---|---|
| C.26 Diagnosed primary disability:  |   |   |
| a. Health impairment (i.e., meeting IDEA definition of "other health impairment") | 0   | 0   |
| b. Emotional disturbance  | 0   | 0   |
| c. Speech or language impairments   | 17  | 17  |
| d. Intellectual disabilities  | 1   | 1   |
| e. Hearing impairment, including deafness   | 0   | 0   |
| f. Orthopedic impairment  | 0   | 0   |
| g. Visual impairment, including blindness   | 0   | 0   |
| h. Specific learning disability   | 0   | 0   |
| i. Autism   | 8   | 8   |
| j. Traumatic brain injury   | 0   | 0   |
| k. Non-categorical/developmental delay  | 0   | 0   |
| l. Multiple disabilities (excluding deaf-blind)                                   | 0   | 0   |

|               | (1)<br># of children<br>determined to<br>have this disability | (2)<br># of children<br>receiving special<br>services |
|---------------|---|---|
| m. Deaf-blind | 0   | 0   |

## EDUCATION AND DEVELOPMENT TOOLS/APPROACHES

### Screening

|  | # of children |
|--|---------------|
| C.27 Number of all newly enrolled children since last year's PIR was reported  | 170           |
| C.28 Number of all newly enrolled children who completed required screenings within 45 days for developmental, sensory, and behavioral concerns since last year's PIR was reported | 160           |
| a. Of these, the number identified as needing follow-up assessment or formal evaluation to determine if the child has a disability   | 0             |

|  |
|--|
| C.29 The instrument(s) used by the program for developmental screening |
| <i>Name/title</i>  |
| ASQ (all editions)   |

### Assessment

|  |
|--|
| C.30 Approach or tool(s) used by the program to support ongoing child assessment |
| <i>Name/title</i>  |
| DRDP: Desired Results Developmental Profile (all editions)                       |

### Curriculum

|  |
|--|
| C.31 Curriculum used by the program:   |
| a. For center-based services   |
| <i>Name/title</i>  |
| Creative Curriculum (Early Childhood)  |
| e. For building on the parents' knowledge and skill (i.e., parenting curriculum) |
| <i>Name/title</i>  |
| Ready Rosie  |

### Classroom and home visit observation tools

|  | Yes (Y) / No (N) |
|--|------------------|
| C.32 Does the program routinely use classroom or home visit observation tools to assess quality? | Yes              |

|  |
|--|
| C.33 If yes, classroom and home visit observation tool(s) used by the program: |
| a. Center-based settings   |
| <i>Name/title</i>  |
| Classroom Assessment Scoring System (CLASS: Infant, Toddler, or Pre-K)         |

## FAMILY AND COMMUNITY PARTNERSHIPS

### Number of families

|  | # of families at enrollment |
|--|-----------------------------|
| C.34 Total number of families:   | 330                         |
| a. Of these, the number of two-parent families   | 213                         |
| b. Of these, the number of single-parent families  | 117                         |
| C.35 Of the total number of families, the number in which the parent/guardian figures are best described as: |                             |
| a. Parent(s) (e.g., biological, adoptive, stepparents)   | 329                         |
| 1. Of these, the number of families with a mother only (biological, adoptive, stepmother)                    | 115                         |
| 2. Of these, the number of families with a father only (biological, adoptive, stepfather)                    | 1                           |
| b. Grandparents  | 1                           |
| c. Relative(s) other than grandparents   | 0                           |
| d. Foster parent(s) not including relatives  | 0                           |
| e. Other   | 0                           |

### Parent/guardian education

|   | # of families at enrollment |
|---|-----------------------------|
| C.36 Of the total number of families, the highest level of education obtained by the child's parent(s) / guardian(s): |                             |
| a. An advanced degree or baccalaureate degree   | 8                           |
| b. An associate degree, vocational school, or some college  | 24                          |
| c. A high school graduate or GED  | 171                         |
| d. Less than high school graduate   | 127                         |

### Employment, Job Training, and School

|  | # of families at enrollment |
|--|-----------------------------|
| C.37 Total number of families in which:  |                             |
| a. At least one parent/guardian is employed, in job training, or in school at enrollment   | 302                         |
| 1. Of these families, the number in which one or more parent/guardian is employed  | 302                         |
| 2. Of these families, the number in which one or more parent/guardian is in job training (e.g., job training program, professional certificate, apprenticeship, or occupational license) | 0                           |
| 3. Of these families, the number in which one or more parent/guardian is in school (e.g., GED, associate degree, baccalaureate, or advanced degree)                                      | 0                           |
| b. Neither/No parent/guardian is employed, in job training, or in school at enrollment (e.g., unemployed, retired, or disabled)  | 28                          |

|  | <i># of families at end of enrollment</i> |
|--|---|
| <b>C.38 Total number of families in which:</b>   |   |
| a. At least one parent/guardian is employed, in job training, or in school at end of enrollment  | 330                                       |
| 1. Of these families, the number of families that were also counted in C.37.a (as having been employed, in job training, or in school at enrollment)     | 302                                       |
| 2. Of these families, the number of families that were also counted in C.37.b (as having not been employed, in job training, or in school at enrollment) | 28  |
| b. Neither/No parent/guardian is employed, in job training, or in school at end of enrollment (e.g., unemployed, retired, or disabled)                   | 0   |
| 1. Of these families, the number of families that were also counted in C.37.a  | 0   |
| 2. Of these families, the number of families that were also counted in C.37.b  | 0   |

|  | <i># of families at enrollment</i> |
|--|------------------------------------|
| <b>C.39 Total number of families in which:</b>   |                                    |
| a. At least one parent/guardian is a member of the United States military on active duty | 0                                  |
| b. At least one parent/guardian is a veteran of the United States military               | 0                                  |

### **Federal or other assistance**

|   | <i># of families at enrollment</i> | <i># of families at end of enrollment</i> |
|---|------------------------------------|---|
| C.40 Total number of families receiving any cash benefits or other services under the Federal Temporary Assistance to Needy Families (TANF) Program | 9                                  | 9   |
| C.41 Total number of families receiving Supplemental Security Income (SSI)  | 0                                  | 0   |
| C.42 Total number of families receiving services under the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)            | 304                                | 304                                       |
| C.43 Total number of families receiving benefits under the Supplemental Nutrition Assistance Program (SNAP), formerly referred to as Food Stamps    | 168                                | 168                                       |

## Family services

|  | # of families |
|--|---------------|
| C.44 The number of families that received the following program service to promote family outcomes:    |               |
| a. Emergency/crisis intervention (e.g., meeting immediate needs for food, clothing, or shelter)        | 8             |
| b. Housing assistance (e.g., subsidies, utilities, repairs)  | 2             |
| c. Asset building services (e.g., financial education, debt counseling)                                | 30            |
| d. Mental health services  | 10            |
| e. Substance misuse prevention   | 0             |
| f. Substance misuse treatment  | 0             |
| g. English as a Second Language (ESL) training   | 17            |
| h. Assistance in enrolling into an education or job training program                                   | 11            |
| i. Research-based parenting curriculum   | 246           |
| j. Involvement in discussing their child's screening and assessment results and their child's progress | 302           |
| k. Supporting transitions between programs (i.e., EHS to HS, HS to kindergarten)                       | 192           |
| l. Education on preventive medical and oral health   | 173           |
| m. Education on health and developmental consequences of tobacco product use                           | 22            |
| n. Education on nutrition  | 213           |
| o. Education on postpartum care (e.g., breastfeeding support)  | 5             |
| p. Education on relationship/marriage  | 1             |
| q. Assistance to families of incarcerated individuals  | 0             |
| C.45 Of these, the number of families who were counted in at least one of the services listed above    | 311           |

## Father engagement

|  | # of father/ father figures |
|--|-----------------------------|
| C.46 Number of fathers/father figures who were engaged in the following activities during this program year:             |                             |
| a. Family assessment   | 46                          |
| b. Family goal setting   | 48                          |
| c. Involvement in child's Head Start child development experiences (e.g., home visits, parent-teacher conferences, etc.) | 87                          |
| d. Head Start program governance, such as participation in the Policy Council or policy committees                       | 4                           |
| e. Parenting education workshops   | 30                          |

## Homelessness services

|   | # of families |
|---|---------------|
| C.47 Total number of families experiencing homelessness that were served during the enrollment year | 1             |
|   | # of children |
| C.48 Total number of children experiencing homelessness that were served during the enrollment year | 1             |

|  | # of families |
|--|---------------|
| C.49 Total number of families experiencing homelessness that acquired housing during the enrollment year | 0             |

### Foster care and child welfare

|  | # of children |
|--|---------------|
| C.50 Total number of enrolled children who were in foster care at any point during the program year                        | 1             |
| C.51 Total number of enrolled children who were referred to Head Start/Early Head Start services by a child welfare agency | 1             |

### REPORTING INFORMATION

|                     |             |
|---------------------|-------------|
| PIR Report Status   | Completed   |
| Confirmation Number | 23083159863 |
| Last Update Date    | 08/31/2023  |



# Report to the Board of Directors

Agenda Item Number: D-10

Board of Directors' Meeting for: December 14, 2023

Author: Irene Yang

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**DATE:** December 5, 2023  
**TO:** Board of Directors  
**FROM:** Irene Yang, Human Resources Director  
**SUBJECT:** Equal Employment Opportunity Report (EEO-1)

## **I. RECOMMENDATIONS**

Review the Equal Employment Opportunity Report (EEO-1). (Informational Only)

## **II. SUMMARY**

The EEO-1 reports for 2022 were submitted electronically to Equal Employment Opportunity Commission, and the submitted data was based on payroll periods October 2, 2022 – October 15, 2022.

For the year 2022, 307 employees were identified. The breakdowns were 94% female and 6% male; 88.9% Hispanic/Latino, 6.8% White, 1.6% Black/African American, 1.6% Asian, 0.4% American Indian or Alaskan Native, 0.7% for Two or more races.

## **III. DISCUSSION**

- A. Since we have multiple operational sites, we submitted the EEO-1 report as a multi-establishment entity.
- B. Race/Ethnic categories for the EEO-1 report are: Hispanic/Latino, White, Black/African American, Native Hawaiian/Pacific Islander, Asian, American Indian/Alaskan Native, or Two/More races.
- C. Description of job categories are defined as: Executive/Senior Level Officials and Managers, First/Mid Level Officials and Managers, Professionals, Technicians, Sales Workers, Administrative Support Workers, Craft Workers, Operatives, Laborers and Helpers, and Service Workers.
- D. For the year 2022, 2.2% of the workforce decreased compared to year 2021. Race/Ethnic categories changes can be summarized as: 1.0% increase for Hispanic/Latino, 0.5% decrease for White, no change for Black/African American, no change for Asian, 0.2% decrease for American Indian or Alaskan Native, and 0.3% decrease for two or more races.

## **IV. FINANCIAL IMPACT: None**



**U.S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION (EEOC)  
2022 EMPLOYER INFORMATION REPORT (EEO-1 COMPONENT 1)**

EEOC Standard Form 100 (SF 100)  
Revised 08/2023  
OMB Control Number: 3046-0049  
Expiration Date: 08/31/2024

**SECTION A – TYPE OF REPORT**  
CONSOLIDATED REPORT

**SECTION B – EMPLOYER IDENTIFICATION**

OFS COMPANY ID  
R540456

EMPLOYER NAME

COMM. ACTION PARTN. OF MADERA CNTY

ADDRESS  
1225 GILL AVENUE

CITY/TOWN  
MADERA

STATE  
CA

ZIP CODE  
93637

**SECTION C – HEADQUARTERS OR ESTABLISHMENT-LEVEL IDENTIFICATION** (if applicable)

HQ/ESTABLISHMENT-LEVEL UNIT ID

HEADQUARTERS OR ESTABLISHMENT-LEVEL NAME

HEADQUARTERS OR ESTABLISHMENT-LEVEL ADDRESS

CITY/TOWN

STATE

ZIP CODE

**SECTION D – EMPLOYER IDENTIFICATION NUMBER (EIN)**  
941612823

**SECTION E – EMPLOYER FILING ELIGIBILITY**

YES (Employer Is Eligible to File)  NO (Employer Is Not Eligible to File)  EMPLOYER NO LONGER IN BUSINESS

**SECTION F – FEDERAL CONTRACTOR DESIGNATION** (if applicable)

Unique Entity ID (UEI): Not Applicable

YES (Single-Establishment Employer is Federal Contractor)  YES (Multi-Establishment Employer is Federal Contractor)

YES (Headquarters is Federal Contractor)  YES (Non-Headquarters Establishment is Federal Contractor)

YES (One or More Non-Headquarters Establishments is Federal Contractor)

**SECTION G – NAICS INFORMATION**

624410 - Child Care Services

**SECTION H – WORKFORCE DEMOGRAPHIC DATA**

| JOB CATEGORIES                                | Race/Ethnicity     |            |                        |                           |          |   |                                  |                   |           |                           |          |   |                                  |                   | Row Total  |
|---|--------------------|------------|------------------------|---------------------------|----------|---|----------------------------------|-------------------|-----------|---------------------------|----------|---|----------------------------------|-------------------|------------|
|   | Hispanic or Latino |            | Not Hispanic or Latino |                           |          |   |                                  |                   |           |                           |          |   |                                  |                   |            |
|   |                    |            | Male                   |                           |          |   |                                  |                   | Female    |                           |          |   |                                  |                   |            |
|   | Male               | Female     | White                  | Black or African American | Asian    | Native Hawaiian or Other Pacific Islander | American Indian or Alaska Native | Two or More Races | White     | Black or African American | Asian    | Native Hawaiian or Other Pacific Islander | American Indian or Alaska Native | Two or More Races |            |
| Executive/Senior Level Officials and Managers | 0                  | 1          | 0                      | 0                         | 1        | 0   | 0                                | 0                 | 0         | 0                         | 1        | 0   | 0                                | 0                 | 3          |
| First/Mid-Level Officials and Managers        | 1                  | 12         | 0                      | 0                         | 1        | 0   | 0                                | 0                 | 2         | 1                         | 0        | 0   | 0                                | 17                |            |
| Professionals                                 | 3                  | 115        | 0                      | 0                         | 0        | 0   | 0                                | 0                 | 8         | 1                         | 1        | 0   | 1                                | 129               |            |
| Technicians                                   | 1                  | 0          | 0                      | 0                         | 0        | 0   | 0                                | 0                 | 0         | 0                         | 0        | 0   | 0                                | 1                 |            |
| Sales Workers                                 | 0                  | 0          | 0                      | 0                         | 0        | 0   | 0                                | 0                 | 0         | 0                         | 0        | 0   | 0                                | 0                 |            |
| Administrative Support Workers                | 2                  | 59         | 0                      | 0                         | 0        | 0   | 0                                | 0                 | 4         | 1                         | 1        | 0   | 0                                | 68                |            |
| Craft Workers                                 | 5                  | 0          | 0                      | 0                         | 0        | 0   | 0                                | 0                 | 0         | 0                         | 0        | 0   | 0                                | 5                 |            |
| Operatives                                    | 0                  | 0          | 0                      | 0                         | 0        | 0   | 0                                | 0                 | 0         | 0                         | 0        | 0   | 0                                | 0                 |            |
| Laborers and Helpers                          | 0                  | 0          | 0                      | 0                         | 0        | 0   | 0                                | 0                 | 0         | 0                         | 0        | 0   | 0                                | 0                 |            |
| Service Workers                               | 3                  | 71         | 1                      | 0                         | 0        | 0   | 0                                | 0                 | 6         | 2                         | 0        | 0   | 0                                | 84                |            |
| <b>CURRENT 2022 REPORTING YEAR TOTAL</b>      | <b>15</b>          | <b>258</b> | <b>1</b>               | <b>0</b>                  | <b>2</b> | <b>0</b>                                  | <b>0</b>                         | <b>0</b>          | <b>20</b> | <b>5</b>                  | <b>3</b> | <b>0</b>                                  | <b>1</b>                         | <b>2</b>          | <b>307</b> |
| <b>PRIOR 2021 REPORTING YEAR TOTAL</b>        | <b>19</b>          | <b>257</b> | <b>1</b>               | <b>0</b>                  | <b>2</b> | <b>0</b>                                  | <b>1</b>                         | <b>1</b>          | <b>22</b> | <b>5</b>                  | <b>3</b> | <b>0</b>                                  | <b>1</b>                         | <b>2</b>          | <b>314</b> |

**SECTION I – WORKFORCE SNAPSHOT PERIOD**

10/2/2022 - 10/15/2022

**SECTION J – HEADQUARTERS OR ESTABLISHMENT-LEVEL COMMENTS** (optional)

Not Applicable

**U.S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION (EEOC)  
2022 EMPLOYER INFORMATION REPORT (EEO-1 COMPONENT 1)**

EEOC Standard Form 100 (SF 100)  
Revised 08/2023  
OMB Control Number: 3046-0049  
Expiration Date: 08/31/2024

**SECTION K – OFFICIAL CERTIFICATION OF SUBMISSION**

**EMPLOYER IDENTIFICATION**

OFS COMPANY ID  
R540456

EMPLOYER NAME  
COMM. ACTION PARTN. OF MADERA CNTY

ADDRESS  
1225 GILL AVENUE

CITY/TOWN  
MADERA

STATE  
CA

ZIP CODE  
93637

**CERTIFICATION COMMENTS (optional)**

No Certification Comments Provided

**CERTIFICATION STATEMENT**

*"I certify that the information, including any workforce demographic data, provided in this report is correct and true to the best of my knowledge and was prepared in conformity with the directions set forth in the form and accompanying instructions."*

**Knowingly and willfully false statements on this report are punishable by law, US Code, Title 18, Section 1001.**

**DATE OF CERTIFICATION**

11/21/2023 3:59 PM [EST]

**EMPLOYER'S CERTIFYING OFFICIAL**

Name of Employer's Certifying Official

IRENE YANG

Title of Certifying Official

HUMAN RESOURCES DIRECTOR

Email Address of Certifying Official

iyang@maderacap.org

Telephone Number of Certifying Official

559-675-5766

**PRIMARY POINT OF CONTACT (POC) FOR EEO-1 COMPONENT 1 REPORTING**

Name of Primary POC

IRENE YANG

Title and Employer of Primary POC

HUMAN RESOURCES DIRECTOR  
COMM.ACTION PARTN. OF MADERA CNTY

Email Address of Primary POC

iyang@maderacap.org

Telephone Number of Primary POC

559-675-5766

**U.S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION (EEOC)  
2022 EMPLOYER INFORMATION REPORT (EEO-1 COMPONENT 1)**

EEOC Standard Form 100 (SF 100)  
Revised 08/2023  
OMB Control Number: 3046-0049  
Expiration Date: 08/31/2024

**SECTION A – TYPE OF REPORT**  
HEADQUARTERS REPORT

**SECTION B – EMPLOYER IDENTIFICATION**

OFS COMPANY ID  
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93637

**SECTION C – HEADQUARTERS OR ESTABLISHMENT-LEVEL IDENTIFICATION** (if applicable)

HQ/ESTABLISHMENT-LEVEL UNIT ID  
R540456

HEADQUARTERS OR ESTABLISHMENT-LEVEL NAME  
COMM. ACTION PARTN. OF MADERA CNTY

HEADQUARTERS OR ESTABLISHMENT-LEVEL ADDRESS  
1225 GILL AVENUE

CITY/TOWN  
MADERA

STATE  
CA

ZIP CODE  
93637

**SECTION D – EMPLOYER IDENTIFICATION NUMBER (EIN)**  
941612823

**SECTION E – EMPLOYER FILING ELIGIBILITY**

YES (Employer Is Eligible to File)  NO (Employer Is Not Eligible to File)  EMPLOYER NO LONGER IN BUSINESS

**SECTION F – FEDERAL CONTRACTOR DESIGNATION** (if applicable)

Unique Entity ID (UEI): Not Applicable

YES (Single-Establishment Employer is Federal Contractor)  YES (Multi-Establishment Employer is Federal Contractor)

YES (Headquarters is Federal Contractor)  YES (Non-Headquarters Establishment is Federal Contractor)

YES (One or More Non-Headquarters Establishments is Federal Contractor)

**SECTION G – NAICS INFORMATION**

624410 - Child Care Services

**SECTION H – WORKFORCE DEMOGRAPHIC DATA**

| JOB CATEGORIES                                | Race/Ethnicity     |            |                        |                           |          |   |                                  |                   |           |                           |          |   |                                  |                   | Row Total  |
|---|--------------------|------------|------------------------|---------------------------|----------|---|----------------------------------|-------------------|-----------|---------------------------|----------|---|----------------------------------|-------------------|------------|
|   | Hispanic or Latino |            | Not Hispanic or Latino |                           |          |   |                                  |                   |           |                           |          |   |                                  |                   |            |
|   |                    |            | Male                   |                           |          |   |                                  |                   | Female    |                           |          |   |                                  |                   |            |
|   | Male               | Female     | White                  | Black or African American | Asian    | Native Hawaiian or Other Pacific Islander | American Indian or Alaska Native | Two or More Races | White     | Black or African American | Asian    | Native Hawaiian or Other Pacific Islander | American Indian or Alaska Native | Two or More Races |            |
| Executive/Senior Level Officials and Managers | 0                  | 1          | 0                      | 0                         | 1        | 0   | 0                                | 0                 | 0         | 0                         | 1        | 0   | 0                                | 0                 | 3          |
| First/Mid-Level Officials and Managers        | 1                  | 11         | 0                      | 0                         | 1        | 0   | 0                                | 0                 | 2         | 1                         | 0        | 0   | 0                                | 16                |            |
| Professionals                                 | 2                  | 64         | 0                      | 0                         | 0        | 0   | 0                                | 0                 | 8         | 1                         | 1        | 0   | 1                                | 77                |            |
| Technicians                                   | 1                  | 0          | 0                      | 0                         | 0        | 0   | 0                                | 0                 | 0         | 0                         | 0        | 0   | 0                                | 1                 |            |
| Sales Workers                                 | 0                  | 0          | 0                      | 0                         | 0        | 0   | 0                                | 0                 | 0         | 0                         | 0        | 0   | 0                                | 0                 |            |
| Administrative Support Workers                | 1                  | 53         | 0                      | 0                         | 0        | 0   | 0                                | 0                 | 4         | 1                         | 1        | 0   | 0                                | 60                |            |
| Craft Workers                                 | 4                  | 0          | 0                      | 0                         | 0        | 0   | 0                                | 0                 | 0         | 0                         | 0        | 0   | 0                                | 4                 |            |
| Operatives                                    | 0                  | 0          | 0                      | 0                         | 0        | 0   | 0                                | 0                 | 0         | 0                         | 0        | 0   | 0                                | 0                 |            |
| Laborers and Helpers                          | 0                  | 0          | 0                      | 0                         | 0        | 0   | 0                                | 0                 | 0         | 0                         | 0        | 0   | 0                                | 0                 |            |
| Service Workers                               | 3                  | 48         | 0                      | 0                         | 0        | 0   | 0                                | 0                 | 6         | 2                         | 0        | 0   | 0                                | 60                |            |
| <b>CURRENT 2022 REPORTING YEAR TOTAL</b>      | <b>12</b>          | <b>177</b> | <b>0</b>               | <b>0</b>                  | <b>2</b> | <b>0</b>                                  | <b>0</b>                         | <b>0</b>          | <b>20</b> | <b>5</b>                  | <b>3</b> | <b>0</b>                                  | <b>1</b>                         | <b>1</b>          | <b>221</b> |
| <b>PRIOR 2021 REPORTING YEAR TOTAL</b>        | <b>12</b>          | <b>173</b> | <b>0</b>               | <b>0</b>                  | <b>2</b> | <b>0</b>                                  | <b>1</b>                         | <b>1</b>          | <b>22</b> | <b>5</b>                  | <b>3</b> | <b>0</b>                                  | <b>1</b>                         | <b>1</b>          | <b>221</b> |

**SECTION I – WORKFORCE SNAPSHOT PERIOD**

10/2/2022 - 10/15/2022

**SECTION J – HEADQUARTERS OR ESTABLISHMENT-LEVEL COMMENTS** (optional)

No Comments Provided

**U.S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION (EEOC)  
2022 EMPLOYER INFORMATION REPORT (EEO-1 COMPONENT 1)**

EEOC Standard Form 100 (SF 100)  
Revised 08/2023  
OMB Control Number: 3046-0049  
Expiration Date: 08/31/2024

**SECTION A – TYPE OF REPORT**  
ESTABLISHMENT REPORT

**SECTION B – EMPLOYER IDENTIFICATION**

OFS COMPANY ID  
R540456

EMPLOYER NAME

COMM. ACTION PARTN. OF MADERA CNTY

ADDRESS  
1225 GILL AVENUE

CITY/TOWN  
MADERA

STATE  
CA

ZIP CODE  
93637

**SECTION C – HEADQUARTERS OR ESTABLISHMENT-LEVEL IDENTIFICATION** (if applicable)

HQ/ESTABLISHMENT-LEVEL UNIT ID  
R540474

HEADQUARTERS OR ESTABLISHMENT-LEVEL NAME  
COMM. ACTION PARTN. OF MADERA CNTY

HEADQUARTERS OR ESTABLISHMENT-LEVEL ADDRESS  
4610 W. JACQUELYN

CITY/TOWN  
FRESNO

STATE  
CA

ZIP CODE  
93722

**SECTION D – EMPLOYER IDENTIFICATION NUMBER (EIN)**  
941612823

**SECTION E – EMPLOYER FILING ELIGIBILITY**

YES (Employer Is Eligible to File)  NO (Employer Is Not Eligible to File)  EMPLOYER NO LONGER IN BUSINESS

**SECTION F – FEDERAL CONTRACTOR DESIGNATION** (if applicable)

Unique Entity ID (UEI): Not Applicable

YES (Single-Establishment Employer is Federal Contractor)  YES (Multi-Establishment Employer is Federal Contractor)

YES (Headquarters is Federal Contractor)  YES (Non-Headquarters Establishment is Federal Contractor)

YES (One or More Non-Headquarters Establishments is Federal Contractor)

**SECTION G – NAICS INFORMATION**

624410 - Child Care Services

**SECTION H – WORKFORCE DEMOGRAPHIC DATA**

| JOB CATEGORIES                                | Race/Ethnicity     |           |                        |                           |          |   |                                  |                   |          |                           |          |   |                                  |                   | Row Total |           |
|---|--------------------|-----------|------------------------|---------------------------|----------|---|----------------------------------|-------------------|----------|---------------------------|----------|---|----------------------------------|-------------------|-----------|-----------|
|   | Hispanic or Latino |           | Not Hispanic or Latino |                           |          |   |                                  |                   |          |                           |          |   |                                  |                   |           |           |
|   |                    |           | Male                   |                           |          |   |                                  |                   | Female   |                           |          |   |                                  |                   |           |           |
|   | Male               | Female    | White                  | Black or African American | Asian    | Native Hawaiian or Other Pacific Islander | American Indian or Alaska Native | Two or More Races | White    | Black or African American | Asian    | Native Hawaiian or Other Pacific Islander | American Indian or Alaska Native | Two or More Races |           |           |
| Executive/Senior Level Officials and Managers | 0                  | 0         | 0                      | 0                         | 0        | 0   | 0                                | 0                 | 0        | 0                         | 0        | 0   | 0                                | 0                 | 0         | 0         |
| First/Mid-Level Officials and Managers        | 0                  | 1         | 0                      | 0                         | 0        | 0   | 0                                | 0                 | 0        | 0                         | 0        | 0   | 0                                | 0                 | 0         | 1         |
| Professionals                                 | 1                  | 51        | 0                      | 0                         | 0        | 0   | 0                                | 0                 | 0        | 0                         | 0        | 0   | 0                                | 0                 | 0         | 52        |
| Technicians                                   | 0                  | 0         | 0                      | 0                         | 0        | 0   | 0                                | 0                 | 0        | 0                         | 0        | 0   | 0                                | 0                 | 0         | 0         |
| Sales Workers                                 | 0                  | 0         | 0                      | 0                         | 0        | 0   | 0                                | 0                 | 0        | 0                         | 0        | 0   | 0                                | 0                 | 0         | 0         |
| Administrative Support Workers                | 1                  | 6         | 0                      | 0                         | 0        | 0   | 0                                | 0                 | 0        | 0                         | 0        | 0   | 0                                | 0                 | 1         | 8         |
| Craft Workers                                 | 1                  | 0         | 0                      | 0                         | 0        | 0   | 0                                | 0                 | 0        | 0                         | 0        | 0   | 0                                | 0                 | 0         | 1         |
| Operatives                                    | 0                  | 0         | 0                      | 0                         | 0        | 0   | 0                                | 0                 | 0        | 0                         | 0        | 0   | 0                                | 0                 | 0         | 0         |
| Laborers and Helpers                          | 0                  | 0         | 0                      | 0                         | 0        | 0   | 0                                | 0                 | 0        | 0                         | 0        | 0   | 0                                | 0                 | 0         | 0         |
| Service Workers                               | 0                  | 23        | 1                      | 0                         | 0        | 0   | 0                                | 0                 | 0        | 0                         | 0        | 0   | 0                                | 0                 | 0         | 24        |
| <b>CURRENT 2022 REPORTING YEAR TOTAL</b>      | <b>3</b>           | <b>81</b> | <b>1</b>               | <b>0</b>                  | <b>0</b> | <b>0</b>                                  | <b>0</b>                         | <b>0</b>          | <b>0</b> | <b>0</b>                  | <b>0</b> | <b>0</b>                                  | <b>0</b>                         | <b>0</b>          | <b>1</b>  | <b>86</b> |
| <b>PRIOR 2021 REPORTING YEAR TOTAL</b>        | <b>7</b>           | <b>84</b> | <b>1</b>               | <b>0</b>                  | <b>0</b> | <b>0</b>                                  | <b>0</b>                         | <b>0</b>          | <b>0</b> | <b>0</b>                  | <b>0</b> | <b>0</b>                                  | <b>0</b>                         | <b>0</b>          | <b>1</b>  | <b>93</b> |

**SECTION I – WORKFORCE SNAPSHOT PERIOD**

10/2/2022 - 10/15/2022

**SECTION J – HEADQUARTERS OR ESTABLISHMENT-LEVEL COMMENTS** (optional)

One childcare center was closed.



# Report to the Board of Directors

Agenda Item Number: D-11

Board of Directors Meeting for: December 14, 2023

Author: Irene Yang

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DATE: December 5, 2023  
TO: Board of Directors  
FROM: Irene Yang, Human Resources Director  
SUBJECT: 2024 Holiday Schedule

I. **RECOMMENDATION:**  
Approve the 2024 holiday schedule.

II. **SUMMARY:**

|                             |                        |
|-----------------------------|------------------------|
| New Year's Day              | Monday, January 1      |
| Martin Luther King, Jr. Day | Monday, January 15     |
| President's Day             | Monday, February 19    |
| Spring Holiday              | Friday, March 29       |
| Memorial Day                | Monday, May 27         |
| Juneteenth                  | Wednesday, June 19     |
| Independence Day            | Thursday, July 4       |
| Labor Day                   | Monday, September 2    |
| Fall Holiday                | Monday, October 14     |
| Veterans' Day               | Monday, November 11    |
| Thanksgiving Day            | Thursday, November 28  |
| Day after Thanksgiving      | Friday, November 29    |
| Christmas Day               | Wednesday, December 25 |

III. **DISCUSSION:**  
The holiday schedule follows the Holiday Policy prescribed under the Agency's Personnel Policies and Procedures, and Memorandum of Understanding with SEIU Local 521.

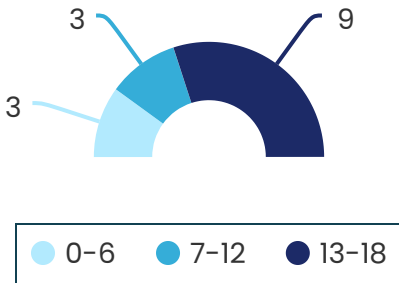
IV. **FINANCING:**  
Costs are allocated to the appropriate funding sources.



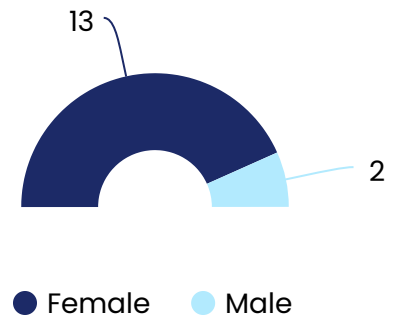
# Madera County Child Advocacy Center (CAC)

November 2023

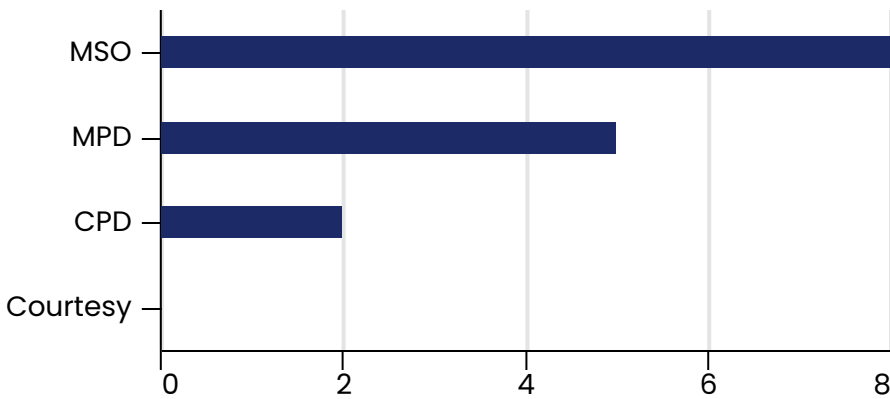
## Age



## Gender



## Requesting Agency



\*Law Enforcement investigations are conducted as a joint response with Madera County Child Protective Services

## Counseling Services

Referrals Made: 11  
Onsite Counseling Sessions: 0



## Child Forensic Interviews Year to Date

| Year | Jan. | Feb. | Mar. | Apr. | May | Jun. | Jul. | Aug. | Sep. | Oct. | Nov. | Dec. |
|------|------|------|------|------|-----|------|------|------|------|------|------|------|
| 2023 | 8    | 17   | 27   | 37   | 44  | 53   | 64   | 69   | 75   | 79   | 94   |      |
| 2022 | 10   | 17   | 26   | 33   | 42  | 56   | 61   | 68   | 79   | 93   | 100  | 104  |



## Community Services Monthly Report to the Board of Directors

November 2023

| Program                             | Monthly Households Served | 11-1-2021 to June 30, 2023 Fiscal YTD Total |
|-------------------------------------|---------------------------|---|
| ARPA 2021 – Non- Emergency          | 0                         | 25  |
| ARPA 2021 – Emergency               | 0                         | 23  |
| ARPA 2021 – WPO                     | 0                         | 16  |
|                                     |                           |   |
| HEAP 2022 – Non-Emergency           | 0                         | 423   |
| FAST TRACK 2022 – Emergency         | 0                         | 564   |
| WPO 2022 – WOOD/PROPANE/OIL         | 0                         | 16  |
|                                     |                           |   |
| HEAP 2023 – Non-Emergency           | 4                         | 320   |
| FAST TRACK 2023 – Emergency         | 19                        | 496   |
| WPO 2023 -WOOD/PROPANE/OIL          | 0                         | 18  |
|                                     |                           |   |
| SLIHEAP 2022 – Non-Emergency        | 0                         | 24  |
| SLIHEAP FAST TRACK 2022 – Emergency | 0                         | 25  |
| SLIHEAP 2022 – WOOD/PROPANE/OIL     | 0                         | 0   |
|                                     |                           |   |
| ESLIHEAP 2023 – Non- Emergency      | 0                         | 78  |
| ESLIHEAP 2023 – FAST TRACK          | 7                         | 171   |
| ESLIHEAP 2023 WOOD/PROPANE/OIL      | 0                         | 15  |

The above programs are out of funding

### LOW INCOME HOME WATER ASSISTANCE PROGRAM

| PROGRAM                     | Monthly Households Served | Fiscal YTD Totals |
|-----------------------------|---------------------------|-------------------|
| LIHWAP Past Due Water Bills | 23                        | 538               |

## HOMELESS PROGRAMS

| PROGRAM                           | Residents | Vacancies |
|-----------------------------------|-----------|-----------|
| Shunammite Place                  | 41        | 2         |
| Madera Mental Health Services Act | 12        | 0         |

## EMERGENCY HOUSING VOUCHERS

| Program  | Amount | Issued |
|--|--------|--------|
| Emergency Housing Vouchers –<br>Housing Services | 33     | 0      |

## November 2023 Homeless Prevention Assistance

|  |     |
|--|-----|
| Homeless Housing Assistance  | 0   |
| Madera County Mortgage Rental Utility Assistance<br>Program District 1 and 3 | 0   |
| Total  | 378 |

## Kaiser Permanente Housing for Health Grant Opportunity

### Spending Period July 1, 2022 through June 30, 2023

|           | Application Submitted | YTD Expenses | Budget Balance | Achievement |
|-----------|-----------------------|--------------|----------------|-------------|
| Funding   | \$95,000              | \$95,000     | \$0            | 100%        |
| Objective | Goal                  | YTD Achieved | Balance        | % Achieved  |

## Kaiser Permanente Housing for Health Grant Opportunity

### Spending Period July 1, 2023 through June 30, 2024

|           | Application Submitted | YTD Expenses | Budget Balance | Achievement |
|-----------|-----------------------|--------------|----------------|-------------|
| Funding   | \$50,000              | \$25,200.03  | \$24,799.97    | 50.40%      |
| Objective | Goal                  | YTD Achieved | Balance        | % Achieved  |

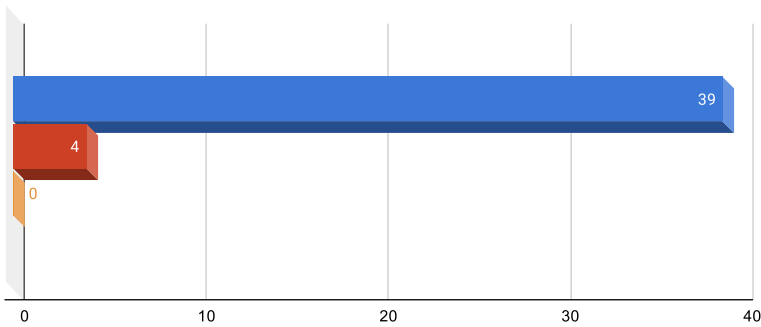




# Homeless Engagement for Living Program (HELP Center) - November 2023 Services Report

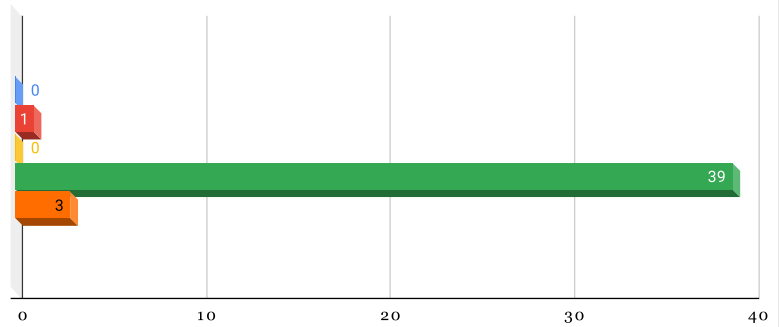
## LOCATIONS

- MADERA CITY
- CHOWCHILLA CITY
- EASTERN MADERA



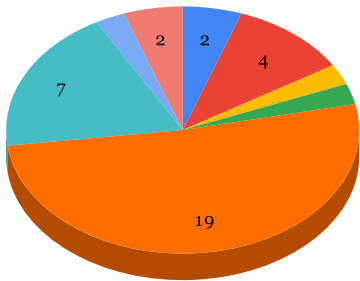
## SUBGROUPS

- DV
- TAY
- VETERAN
- INDIVIDUALS
- FAMILIES



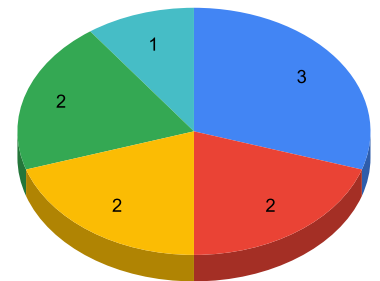
## HOUSING SERVICES

- SHELTER
- TRIAGE HOUSING
- REUNIFICATION WITH FAMILY
- HOUSING RESOURCE GUIDE
- SUBMITTED RENTAL APPLICATIONS
- PERMANENT HOUSING
- PERMANENT SUPPORTIVE HOUSING
- PROVIDED MOVE-IN COSTS



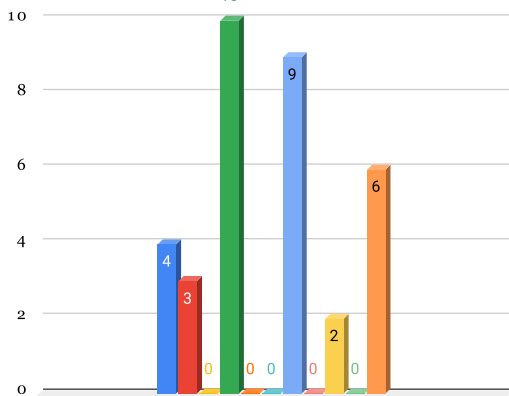
## DOCUMENT COLLECTION

- DMV VOUCHER FOR ID
- SOCIAL SECURITY CARD
- BIRTH CERTIFICATE
- INCOME VERIFICATION
- PSH SUPPORT LETTERS



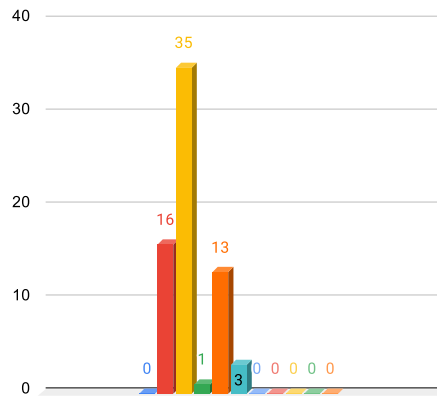
## REFERRALS

- WORKFORCE
- VICTIM SERVICES
- VETERAN AFFAIRS
- BEHAVIORAL HEALTH
- IMMIGRATION SERVICES
- FOSTER CARE SERVICES
- RH COMMUNITY BUILDERS
- SUBSTANCE ABUSE PROGRAM
- DSS-APS
- DSS-CPS
- DSS-HSP



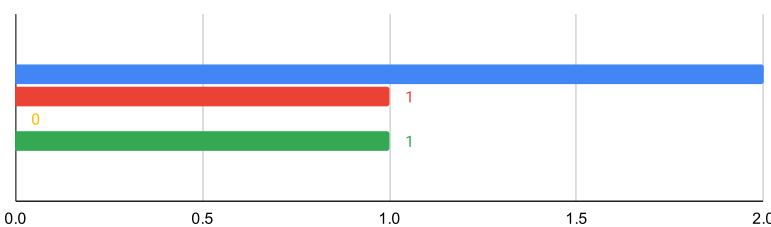
## OTHER SERVICES

- SUICIDE PREVENTION
- PROVIDED HYGIENE KITS
- DELIVERED COMMODITIES
- ASSISTED WITH SSI BENEFITS
- ARRANGED TRANSPORTATION
- ADVOCACY WITH LEGAL
- ASSISTED IN OBTAINING A
- PROVIDED SHOES OR
- PROVIDED BICYCLE FOR
- ASSISTED WITH JOB
- ASSISTED IN OBTAINING



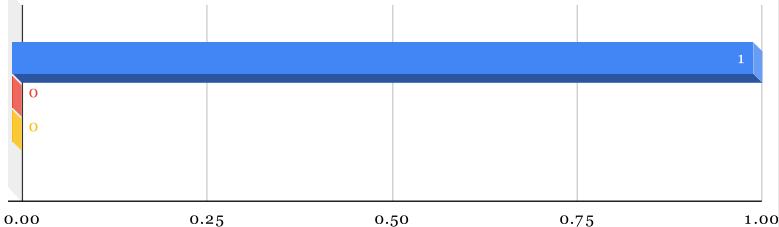
## OTHER NON-CASH BENEFITS

- ASSISTED IN OBTAINING MEDICAL APPTS
- ASSISTED IN OBTAINING CASH AID / TANF
- ASSISTED IN OBTAINING CALFRESH BENEFITS
- ASSISTED IN OBTAINING HEALTH INSURANCE



## COORDINATED ENTRY

- PLACED ON PSH PRIORITY LIST
- PLACED ON RRH PRIORITY LIST
- PLACED ON BY-NAME LIST





## Homeless Engagement for Living Program (HELP Center) Services Report - November 2023

Below are the number of services provided and contacts made in Madera County for the period of 11/01/2023 - 11/30/2023.

|                 | Individuals | Families  | DV       | TAY      | Veterans |
|-----------------|-------------|-----------|----------|----------|----------|
| Madera City     | 207         | 24        | 6        | 5        | 1        |
| Chowchilla City | 32          | 1         | 0        | 0        | 0        |
| Eastern Madera  | 21          | 0         | 0        | 0        | 0        |
| <b>Total:</b>   | <b>260</b>  | <b>23</b> | <b>6</b> | <b>5</b> | <b>1</b> |

| <b>Outcomes-Services Offered</b>        |                      |                     |
|---|----------------------|---------------------|
| <b>HOUSING SERVICES</b>                 | <b>CURRENT MONTH</b> | <b>YEAR TO DATE</b> |
| SHELTER                                 | 2                    | 11                  |
| TRIAGE HOUSING                          | 4                    | 9                   |
| REUNIFICATION WITH FAMILY               | 1                    | 2                   |
| HOUSING RESOURCE GUIDE                  | 1                    | 35                  |
| SUBMITTED RENTAL APPLICATIONS           | 19                   | 65                  |
| PERMANENT HOUSING                       | 7                    | 24                  |
| PERMANENT SUPPORTIVE HOUSING            | 1                    | 11                  |
| PROVIDED MOVE-IN COSTS                  | 2                    | 9                   |
| <b>DOCUMENT COLLECTION</b>              | <b>CURRENT MONTH</b> | <b>YEAR TO DATE</b> |
| DMV VOUCHER FOR ID                      | 3                    | 22                  |
| SOCIAL SECURITY CARD                    | 2                    | 11                  |
| BIRTH CERTIFICATE                       | 2                    | 4                   |
| INCOME VERIFICATION                     | 2                    | 8                   |
| DISABILITY CERTIFICATION                | 0                    | 13                  |
| PSH SUPPORT LETTERS                     | 1                    | 13                  |
| EMOTIONAL SUPPORT ANIMAL LETTER         | 0                    | 3                   |
| <b>REFERRALS</b>                        | <b>CURRENT MONTH</b> | <b>YEAR TO DATE</b> |
| WORKFORCE                               | 4                    | 14                  |
| VICTIM SERVICES                         | 3                    | 5                   |
| VETERAN AFFAIRS                         | 0                    | 3                   |
| BEHAVIORAL HEALTH                       | 10                   | 73                  |
| IMMIGRATION SERVICES                    | 0                    | 0                   |
| FOSTER CARE SERVICES                    | 0                    | 0                   |
| RH COMMUNITY BUILDERS                   | 9                    | 32                  |
| SUBSTANCE ABUSE PROGRAM                 | 0                    | 1                   |
| DEPARTMENT OF SOCIAL SERVICES - APS     | 2                    | 3                   |
| DEPARTMENT OF SOCIAL SERVICES - CPS     | 0                    | 0                   |
| DEPARTMENT OF SOCIAL SERVICES - HOUSING | 6                    | 11                  |
| <b>OTHER NON-CASH BENEFITS</b>          | <b>CURRENT MONTH</b> | <b>YEAR TO DATE</b> |
| ASSISTED IN OBTAINING MEDICAL APPTS     | 2                    | 3                   |
| ASSISTED IN OBTAINING CASH AID / TANF   | 1                    | 1                   |
| ASSISTED IN OBTAINING CALFRESH BENEFITS | 0                    | 2                   |
| ASSISTED IN OBTAINING HEALTH INSURANCE  | 1                    | 4                   |
| <b>OTHER SERVICES</b>                   | <b>CURRENT MONTH</b> | <b>YEAR TO DATE</b> |
| SUICIDE PREVENTION                      | 0                    | 2                   |
| PROVIDED HYGIENE KITS                   | 16                   | 61                  |
| DELIVERED COMMODITIES                   | 35                   | 150                 |
| ASSISTED WITH SSI BENEFITS              | 1                    | 1                   |
| ARRANGED TRANSPORTATION                 | 13                   | 55                  |
| ADVOCACY WITH LEGAL MATTER              | 3                    | 4                   |
| ASSISTED IN OBTAINING A GOVT. PHONE     | 0                    | 2                   |
| PROVIDED SHOES OR CLOTHES TO CLIENT     | 0                    | 10                  |
| PROVIDED BICYCLE FOR TRANSPORTATION     | 0                    | 0                   |
| ASSISTED WITH JOB INTERVIEW             | 0                    | 0                   |
| ASSISTED IN OBTAINING INCOME            | 0                    | 0                   |
| <b>OTHER COORDINATED ENTRY</b>          | <b>CURRENT MONTH</b> | <b>YEAR TO DATE</b> |
| PLACED ON PSH PRIORITY LIST             | 1                    | 6                   |
| PLACED ON RRH PRIORITY LIST             | 0                    | 1                   |
| PLACED ON BY-NAME LIST                  | 0                    | 21                  |



# Report to the Board of Directors

Agenda Item Number: E-1

Board of Directors Meeting for: December 14, 2023

Author: Donna Tooley, Consultant

---

DATE: December 5, 2023, 2023

TO: Board of Directors

FROM: Daniel Seeto, CAPMC Chief Financial Officer

SUBJECT: Discretionary Contribution for CAPMC 403(b) Retirement Plan

I. RECOMMENDATION:

Review and consider authorizing a 5% discretionary employer contribution for the CAPMC 403(b) Retirement Plan for all eligible employees for calendar year 2024.

II. SUMMARY:

Based on the plan document, the Board of Directors must determine at the beginning of each plan year the discretionary contribution for each eligible participant. Since 2021, the discretionary employer contribution has been 5% of FICA wages for qualified employees.

III. DISCUSSION:

- A. The Agency has offered a 403(b) retirement plan since 1993. The Agency is not able to participate in CalPERS or any other state sponsored pension program.
- B. The Board of Directors has authorized a 5% discretionary employer contribution for eligible employees since the 2021 plan year. Prior to that, the discretionary contribution was 4%.
- C. This higher contribution amount may help with personnel recruitment to offer a somewhat more attractive retirement option.
- D. In order to participate in the CAPMC 403(b) Retirement Plan, employees must complete one year of eligibility service and be paid a minimum of 1,000 hours and at least 21 years old. The only entry plan dates are January 1 and July 1 following the initial one year of service. Thereafter, employees must be paid for 1,000 hours during the calendar year to qualify for the employer contribution.
- E. Upon hiring or any time thereafter, employees may contribute to the plan on their own through salary reduction agreements from their payroll checks.

IV. FINANCING

The 5% discretionary contribution has been budgeted in all of the applicable funds. For the calendar year 2022, the amount of the employer contribution was \$590,938. The exact amount will not be known until all of the salaries and wages have been processed for the 2024 calendar year, the eligibility testing has been completed for the year, and the calculations verified by the third-party administrator, Nexus.



# Report to the Board of Directors

Agenda Item Number: E-2

Board of Directors Meeting for: December 14, 2023

Author: Maritza Gomez-Zaragoza

---

DATE: November 21, 2023

TO: Board of Directors

FROM: Maritza Gomez-Zaragoza, Head Start Director

SUBJECT: Notification from Office of Head Start Regarding Program's Deficiency

I. **RECOMMENDATIONS:**

CAPMC Fresno Migrant Head Start notice of program deficiency. (Informational Only)

II. **SUMMARY:**

The monitoring report (included as an attachment) summarizes the finding related to the violation of the Performance Standards section 1302.90 Personnel Policies (c) Standards of Conduct (1) A program must ensure all staff, consultants, contractors, and volunteers abide by the program's standards of conducted that (ii) ensure staff, consultants, contractors, and volunteers do not maltreat or endanger the health or safety of children, including, at a minimum, that staff must not: (A) use corporal punishment. (G) physically abuse a child.

III. **DISCUSSION:**

- A. On June 12, 2023 a teacher reported that her co-teacher has "hit/slapped" the back of a child who had bumped into her. After the teacher reported the incident, CAPMC staff took appropriate steps to properly report the incident to the parent, Community Care Licensing, Grant Recipient CAPSLO, and Law Enforcement.
- B. The parent of the child was notified of the incident by Area Manager and Health Specialist. The parent was upset when informed of what had transpired but was reassured that no future incidents would occur. The parent was understanding and kept the child enrolled in the program until November 17, 2023 when the season ended.
- C. The teacher who hit the child was placed on administrative leave until an investigation was conducted and completed by CAPMC Executive Director, HR Director, and Agency Attorney. All appropriate information was shared including staff statements regarding the incidents.
- D. On June 22, 2023 Community Care Licensing (CCL) visited the center to follow up on the incident. When the CCL Analyst interviewed the staff member who made the report, she also added that she had witness her co-teacher attempting to hit the children on the hand/finger during lunch time when they were reaching for food. This information was never shared with the supervisor or any management staff and thus was never appropriately reported. Due to the nature of the incidents, CCL found the center to have violated the child's personal rights and prescribed a type A citation. A type A citation is the highest deficiency given by CCL. The citation also includes a fine of \$500. CCL's regulations also indicate that all current and prospective parents need to be notified of the citation and a posting of the citation should remain for public view for 12 months.
- E. Parents of enrolled children were notified of the incident individually after the receipt of the

June 22, 2023 citation. Policy Committee parents were also notified of the incident and citation during the July Policy Committee meeting.

- F. All information gathered, including the type A citation given by CCL, was shared with Executive Director and CAPMC's attorney for review and recommendation at which time the decision was made to terminate the employee.
- G. After the incident, center staff were provided with training regarding child's rights, mandate reporting, child supervision, and standards of conduct. Additionally, staff are participating in training related to proper behavior management and de-escalation of behavior including strategies to involve parents in the process.
- H. Upon reviewing the incidents and lack of support and staff supervision from the Center Director, in consultation with the agency attorney, the decision was made to terminate the Center Director. During the investigation, it was determined that the Center Director left the center without notifying the direct supervisor. Additionally, the Center Director failed to properly provide supervision and guidance to staff to avoid any incidents with children.
- I. An Area Manager was placed at the center to ensure proper supervision and proper interactions are taking place. Additionally, management staff have been providing supports and more frequent monitoring/visits to support staff as needed or identified.
- J. CAPMC staff will be working jointly with CAPSLO to develop a plan to address the deficiency which will include revision of policies and procedures, training on appropriate interactions with children with special needs.
- K. The regular season ended as of November 17, 2023. At this time, CAPMC is providing a winter program for families in the Orange Cove and Reedley communities. The program will be open from November through February of 2024.

III. **FINANCING:** Undetermined at this time.



ADMINISTRATION FOR  
**CHILDREN & FAMILIES**

Office of Head Start | 4th Floor – Switzer Memorial Building, 330 C Street SW, Washington DC 20024 [eclkc.ohs.acf.hhs.gov](http://eclkc.ohs.acf.hhs.gov)

## Program Performance Summary Report

**To: Authorizing Official/Board Chairperson**

*Ms. Dee Lacey*

*Community Action Partnership of San Luis Obispo County, Inc.*

*1030 Southwood Dr*

*San Luis Obispo, CA 93401 - 5813*

**From: Responsible HHS Official**

**Date: 10/30/2023**

**Mr. Khari M. Garvin**

**Director, Office of Head Start**

On 8/21/2023, the Administration for Children and Families (ACF) conducted a monitoring review of Community Action Partnership of San Luis Obispo County, Inc. Head Start and Early Head Start programs. We wish to thank the governing body, policy council, staff, and parents of your program for their cooperation and assistance during the review. This monitoring report has been issued to Ms. Dee Lacey, Authorizing Official/Board Chair, as legal notice to your agency of the results of the program review.

Based on the information gathered during our review, a determination has been made that Community Action Partnership of San Luis Obispo County, Inc. is a recipient with at least one area of deficiency in its Head Start and Early Head Start programs.

If you anticipate that you will not be able to correct all findings within the timeframe for correction specified in this report, you must submit a letter to your ACF Regional Office requesting an extension, with an explanation as to why an extension is necessary. The letter requesting an extension must be submitted prior to the expiration of the original corrective action time period.

In order to allow for sufficient time to consider extension requests, we ask that you submit your request within 10 days following receipt of this report. Extension requests shall not be considered approved unless you receive such approval in writing before the deadline for correction.

The report provides you with detailed information on each area where program performance did not meet applicable Head Start Program Performance Standards, laws, regulations, and policy requirements.

Please contact your ACF Regional Office with any questions or concerns you may have about this report.

### **DISTRIBUTION OF THE REPORT**

Copies of this report will be distributed to the following recipients:

Ms. Sandra Carton, Regional Program Manager

Mrs. Elizabeth Steinberg, Chief Executive Officer/Executive Director

Ms. Flora Chacon, Head Start Director

Ms. Flora Chacon, Early Head Start Director

## Glossary of Terms

|                              |   |
|------------------------------|---|
| <b>Compliant</b>             | No findings. Meets requirements of Head Start Program Performance Standard.   |
| <b>Area of Concern</b>       | An area for which the agency needs to improve performance. These issues should be discussed with the recipient's Regional Office of Head Start for possible technical assistance.   |
| <b>Area of Noncompliance</b> | An area for which the agency is out of compliance with Federal requirements (including but not limited to the Head Start Act or one or more of the regulations) in one or more area of performance. This status requires a written timeline of correction and possible technical assistance or guidance from the recipient's program specialist. If not corrected within the specified timeline, this status becomes a deficiency.  |
| <b>Deficiency</b>            | <p>As defined in the Head Start Act, the term "deficiency" means:</p> <p>(A) a systemic or substantial material failure of an agency in an area of performance that the Secretary determines involves:</p> <ul style="list-style-type: none"> <li>(i) a threat to the health, safety, or civil rights of children or staff;</li> <li>(ii) a denial to parents of the exercise of their full roles and responsibilities related to program operations;</li> <li>(iii) a failure to comply with standards related to early childhood development and health services, family and community partnerships, or program design and management;</li> <li>(iv) the misuse of funds received under this subchapter;</li> <li>(v) loss of legal status (as determined by the Secretary) or financial viability, loss of permits, debarment from receiving Federal grants or contracts, or the improper use of Federal funds; or</li> <li>(vi) failure to meet any other Federal or State requirement that the agency has shown an unwillingness or inability to correct, after notice from the Secretary, within the period specified;</li> </ul> <p>(B) systemic or material failure of the governing body of an agency to fully exercise its legal and fiduciary responsibilities; or</p> <p>(C) an unresolved area of noncompliance.</p> |

**Performance Summary**

| <b>Applicable Standards</b> | <b>Grant Number(s)</b> | <b>Timeframe for Correction</b> | <b>Compliance Level</b> | <b>Service Area</b> |
|-----------------------------|------------------------|---------------------------------|-------------------------|---------------------|
| 1302.90(c)(1)(ii)(A,G)      | 90CM009851             | 30 days                         | Deficiency              | Discipline          |



## New Deficiency Determination(s)

**Discipline**

**Deficiency**                    **1302.90(c)(1)(ii)(A,G)**

**Timeframe for Correction: 30 days**

1302.90 Personnel policies. (c) Standards of conduct. (1) A program must ensure all staff, consultants, contractors, and volunteers abide by the program's standards of conduct that: (ii) Ensure staff, consultants, contractors, and volunteers do not maltreat or endanger the health or safety of children, including, at a minimum, that staff must not: (A) Use corporal punishment. (G) Physically abuse a child.

The grant recipient did not ensure all staff refrained from using unacceptable discipline methods with children. On June 12, 2023, a teacher at the Selma Center preschool classroom used unacceptable discipline with a 4-year-old child.

On June 12, 2023, classroom staff observed the teacher slap a 4-year-old child on the left upper arm/back area after the child bumped into her. The site supervisor reviewed the video footage and confirmed the incident occurred. Staff also shared that the teacher often used a harsh tone and yelled at the children.

The program stated the incident occurred due to the teacher not following the policy and procedures and needing additional training on positive behavior management.

The teacher was terminated effective July 11, 2023, for violating the child abuse and neglect policy and the standards of conduct. The program notified the ACF Regional Office of the incident on June 13, 2023.

The grant recipient did not ensure all staff refrained from using unacceptable discipline methods with children; therefore, it was not in compliance with the regulation.

----- End of Report -----



# Report to the Board of Directors

Agenda Item Number: E-3

Board of Directors Meeting for: December 14, 2023

Author: Jeannie Stapleton

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DATE: December 5, 2023

TO: Board of Directors

FROM: Ana Ibanez, Community Services Program Manager

SUBJECT: 2024 Community Services Block Grant (CSBG) Contract

**I. RECOMMENDATION:**

Review and consider approving the submission of the 2024 Community Services Block Grant (CSBG) Application and resolution with the Department of Community Services & Development (CSD).

**II. SUMMARY:**

CSBG is funded under the U.S. Department of Health and Human Services, Administration for Children and Families, passed through the State of California Community Services and Development. CSBG is designed to provide a range of services to assist low-income families and individuals.

**III. DISCUSSION:**

- A. CAPMC is one of 60 private non-profit and local government organizations referred to as eligible entities that receive CSBG funding. This network of eligible entities administers programs that assist low-income individuals and families with attaining the skills, knowledge, and motivation necessary to achieve self-sufficiency.
- B. The 2024 contract remains a two-part agreement. Part 1 consists of the base contract and Part 2 consists of Administrative, Financial and Programmatic Policies and Procedures.
- C. The CSBG contract will be amended as additional funds are appropriated.
- D. CSD is issuing a contract covering the period of January 1, 2024, through April 30, 2025.

**IV. FINANCING:**

The total allocation for Fiscal Year 2024 is \$318,202, and this is a 1.01 percent increase from the contract year 2023.



BEFORE  
THE COMMUNITY ACTION PARTHERSHIP OF MADERA COUNTY, INC.  
OF THE COUNTY OF MADERA  
STATE OF CALIFORNIA

|                                |   |                                     |
|--------------------------------|---|-------------------------------------|
| In the Matter of               | ) | <b>Resolution No. 2023-06</b>       |
| Community Services Block Grant | ) | 2024 Community Services Block Grant |
| (CSBG)                         | ) | (CSBG)                              |
| Contract # 24F-3023            | ) |                                     |

As Chairperson of Community Action Partnership of Madera County, Inc., Board of Directors and acting on behalf of the entire Board of Directors, I authorize the Executive Director to sign and submit the 2024 Community Services Block Grant (CSBG) contract with the Department of Community Services & Development (CSD).

The persons authorized as the official representative of Community Action Partnership of Madera County, Inc. to enter into the Agreement, submit any amendments and provide additional information as may be required by the Community Services & Development, is the Executive Director or the Chief Financial Officer of Community Action Partnership of Madera County, Inc.

|         |       |       |       |
|---------|-------|-------|-------|
| Vote:   | _____ | Ayes: | _____ |
| Absent: | _____ | Noes: | _____ |

|   |               |
|---|---------------|
| _____<br>Eric LiCalsi, Chairperson Board of Directors | _____<br>Date |
|---|---------------|

|   |                |
|---|----------------|
| _____<br>ATTEST: Tyson Pogue, Secretary/Treasurer | _____<br>Date: |
|---|----------------|



# Report to the Board of Directors

Agenda Item Number: E-4

Board of Directors Meeting for: December 14, 2023

Author: Jeannie Stapleton

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DATE: November 28, 2023

TO: Board of Directors

FROM: Ana Ibanez, Community Services Program Manager

SUBJECT: City of Madera Community Development Block Grant Housing Stabilization Program 2024 – 2025 Application

**I. RECOMMENDATION:**

Review and consider ratifying the submission of the City of Madera Community Development Block Grant (CDBG) Housing Stabilization Program 2024 – 2025 application.

**II. SUMMARY:**

The City of Madera received notification of funding for the Community Development Block Grant Program which provides annual grants on a formula basis to states, cities and counties to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities principally for individuals experiencing homelessness or near homelessness.

**III. DISCUSSION:**

1. Staff will conduct outreach to identify individuals and families in need of emergency housing and/or prevention and diversion services such as a deposit and rent, as well as utility assistance.
2. Outreach efforts will continue and those identified and qualified to receive the emergency housing services, will be placed in emergency housing temporarily providing the case worker time to assist in finding housing for the identified individual or family.
3. The CDBG Housing Stabilization Program will assist the homeless in locating decent sustainable housing for homeless or near homeless individuals.

**IV. FINANCING:**

\$57,300

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.**  
**COMMUNITY SERVICES**  
**CITY OF MADERA CDBG -HOUSING STABILIZATION**  
**JULY 1, 2024 - JUNE 30, 2025**

|                                     | <b>Budget</b>             |
|-------------------------------------|---------------------------|
| 5010 Salaries                       | \$1,478.00                |
| 5020-5999 Benefits                  | 455.00                    |
|                                     | <u>\$1,933.00</u>         |
| 6110 Office Supplies                | 10.00                     |
| 6112 Data Processing Supplies       | 20.00                     |
| 6130 Program Supplies               | 0.00                      |
| 6140 Custodial Supplies             | 0.00                      |
| 6143 Furnishings                    | 0.00                      |
| 6170 Postage & Shipping             | 0.00                      |
| 6180 Equipment Rental               | 10.00                     |
| 6181 Equipment Maintenance          | 20.00                     |
| 6310 Printing & Publications        | 0.00                      |
| 6320 Telephone                      | 30.00                     |
| 6410 Office Rent                    | 65.00                     |
| 6420 Utilities/Disposal             | 15.00                     |
| 6530 Legal                          | 0.00                      |
| 6555 Medical Screening/ DEAT/ Staff | 0.00                      |
| 6610 Gas & Oil                      | 106.00                    |
| 6712 Staff Travel - local           | 0.00                      |
| 6850 Fees & Licenses                | 0.00                      |
| 6852 Fingerprint                    | 0.00                      |
| 7210 Transportation Vouchers        | 0.00                      |
| 7224 Client Rent                    | 30,000.00                 |
| 7226 Client Lodging/ Shelter        | 18,312.00                 |
| 7240 Direct Benefits                | 2,000.00                  |
| 9010 Indirect Cost Allocation       | 4,779.00                  |
| Total Expenses                      | <u><u>\$57,300.00</u></u> |



# Report to the Board of Directors

Agenda Item Number: E-5

Board of Directors Meeting for: December 14, 2023

Author: Jeannie Stapleton

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DATE: November 28, 2023

TO: Board of Directors

FROM: Ana Ibanez, Community Services Program Manager

SUBJECT: City of Madera Community Development Block Grant for the Fresno Madera Continuum of Care Membership Application 2024 - 2025

**I. RECOMMENDATION:**

Review and consider ratifying the submission of the Community Development Block Grant (CDBG) for the Fresno Madera Continuum of Care (FMCoC) Membership Application for the year 2024 -2025.

**II. SUMMARY:**

**III.** The City of Madera received notification from the U.S. Department of Housing and Urban Development (HUD) that funding will be used for the FMCoC membership fees.

**IV. DISCUSSION:**

1. The FMCoC works collaboratively to reduce homelessness within Madera and Fresno counties. Community Action Partnership of Madera County, Inc., is applying for CDBG funding to continue to pay for membership to the FMCoC to have two CAPMC staff attend the FMCoC meetings which are held once a month.
2. The FMCoC assists homeless people to make the critical transition from homelessness to independent or supportive permanent housing, accessing education, health and mental health services, employment training and life skills development.
3. Funding will provide CAPMC to send two staff members to attend the monthly FMCoC meetings and report back to the agency and the Housing Our Homeless committee.
4. Funding will provide preparations for the 2025 Annual Point-In-Time Count and homeless awareness events.

**V. FINANCING:**

\$20,000

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.**  
**COMMUNITY SERVICES**  
**CITY OF MADERA CDBG - FMCOC**  
**JULY 1, 2024 - JUNE 30, 2025**

|                                     | <b>Budget</b>             |
|-------------------------------------|---------------------------|
| 5010 Salaries                       | \$12,847.00               |
| 5020-5999 Benefits                  | <u>3,319.00</u>           |
|                                     | <u>\$16,166.00</u>        |
| 6110 Office Supplies                | 10.00                     |
| 6112 Data Processing Supplies       | 10.00                     |
| 6130 Program Supplies               | 0.00                      |
| 6140 Custodial Supplies             | 0.00                      |
| 6143 Furnishings                    | 0.00                      |
| 6170 Postage & Shipping             | 10.00                     |
| 6180 Equipment Rental               | 20.00                     |
| 6181 Equipment Maintenance          | 47.00                     |
| 6310 Printing & Publications        | 0.00                      |
| 6320 Telephone                      | 150.00                    |
| 6410 Office Rent                    | 650.00                    |
| 6420 Utilities/Disposal             | 139.00                    |
| 6432 Buildings Repairs & Maint      | 0.00                      |
| 6433 Grounds Maintenance            | 0.00                      |
| 6440 Property Insurance             | 0.00                      |
| 6530 Legal                          | 0.00                      |
| 6555 Medical Screening/ DEAT/ Staff | 0.00                      |
| 6610 Gas & Oil                      | 245.00                    |
| 6640 Vehicle Repair & Maint         | 120.00                    |
| 6712 Staff Travel Local             | 105.00                    |
| 6850 Fees & Licenses                | 660.00                    |
| 7210 Transportation Vouchers        | 0.00                      |
| 7224 Client Rent                    | 0.00                      |
| 7226 Client Lodging/ Shelter        | 0.00                      |
| 7230 Client Food                    | 0.00                      |
| 9010 Indirect Cost Allocation       | <u>1,668.00</u>           |
| Total Expenses                      | <u><u>\$20,000.00</u></u> |



# Report to the Board of Directors

Agenda Item Number: E-6

Board of Directors Meeting for: December 14, 2023

Author: Jeannie Stapleton

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DATE: December 5, 2023

TO: Board of Directors

FROM: Ana Ibanez, Community Services Program Manager

SUBJECT: The Food Insecurity Capacity Grant sponsorship through Anthem Blue Cross

**I. RECOMMENDATION:**

Review and consider approving the submission of the Anthem Blue Cross Food Insecurity Capacity Grant.

**II. SUMMARY:**

There are times when families or individuals are unable to obtain specifically needed items from the Madera County Food Bank. To address the disparity of food insecurity that Madera County residents face CAPMC is applying for the Food Insecurity Capacity Grant sponsorship through Anthem Blue Cross.

**III. DISCUSSION:**

1. The lack of access to nutritious foods can have serious long-term effects on health and well-being and it can make managing chronic conditions more difficult for individuals facing hunger.
2. The Food Insecurity Capacity Grant will significantly contribute to the successful implementation of the CAPMC food pantry program.
3. This program will aim to provide a sustainable short-term solution to prepare for the upcoming winter and spring season.  
CAPMC will offer a variety of food items, including fresh produce and non-perishables to individuals and families who are engaged with CAPMC's Homeless Engagement for Living Program (HELP Center) or the Shunammite Place tenants.
4. The initiative will include partnerships with local businesses such as large and small food markets.
5. The collaboration between the HELP Center and food suppliers will add to the existing comprehensive approach to ensure that the program addresses immediate food needs and supports self-sufficiency of each recipient.
6. The impact of this food pantry program initiative extends beyond the provision of food. This initiative will help foster a sense of community support among local community partners and Madera County residents.

**IV. FINANCING:**

\$10,000



COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.  
FISCAL EXPENDITURE REPORT  
FOR THE PERIOD ENDED NOVEMBER 30, 2023

| DEPARTMENT/<br>PROGRAM TITLE   | AMOUNT<br>FUNDED | FUNDS SPENT<br>YTD | BUDGET %<br>YTD | ACTUAL%<br>YTD | PROGRAM<br>DESCRIPTION   |
|--|------------------|--------------------|-----------------|----------------|--|
| CSBG<br>01/01/2023 - 12/31/2023<br>218                                       | 312,051.00       | 312,051.00         | 91.67%          | 100.00%        | Provide social service programs and administrative expenses  |
| CSBG DISCRETIONARY<br>01/01/2023 - 12/31/2023<br>217                         | 7,251.00         | 100.15             | 91.67%          | 1.38%          | Provide social service programs and administrative expenses  |
| <b>HEAD START &amp; CHILD DEVELOPMENT</b>                                    |                  |                    |                 |                |  |
| HEAD START REGIONAL<br>06/1/23 - 05/31/24<br>311/380                         | 4,522,453.00     | 2,002,901.08       | 50.00%          | 44.29%         | Provide HS services to low income preschool children and families  |
| HEAD START T/TA<br>06/01/23 - 05/31/24<br>310                                | 46,025.00        | 24,447.44          | 50.00%          | 53.12%         | Provide training for staff and parents   |
| EARLY HEAD START REGIONAL<br>06/01/23 - 05/31/24<br>312                      | 678,411.00       | 311,499.59         | 50.00%          | 45.92%         | Provide early HS services to 42 low income infant, toddlers and pregnant women   |
| EARLY HEAD START T/TA<br>06/01/23 - 05/31/24<br>309                          | 13,373.00        | 7,961.28           | 50.00%          | 59.53%         | Provide training for staff and parents   |
| MADERA STATE CSPP/RHS LAYERED<br>07/01/23 - 06/30/24<br>319                  | 1,091,317.00     | 338,685.00         | 41.67%          | 31.03%         | Provide child care services to HS preschool children and families  |
| CHILD & ADULT CARE FOOD PROGRAM<br>10/01/23 - 09/30/24<br>390                | 589,855.00       | 78,044.36          | 16.67%          | 13.23%         | Provide funds to serve hot meals to HS & state childcare children  |
| MADERA MIGRANT HEAD START<br>03/01/23 - 02/29/24<br>321/362                  | 5,632,943.00     | 3,904,342.67       | 75.00%          | 69.31%         | Provide HS services to 579 migrant and seasonal children and families  |
| MADERA MIGRANT HS TRAINING<br>03/01/23 - 02/28/24<br>320                     | 31,845.00        | 23,663.85          | 75.00%          | 74.31%         | Provide training for staff and parents   |
| MADERA MIGRANT CHILD CARE - PART YEAR<br>07/01/23 - 06/30/24<br>322/324      | 970,788.00       | 390,193.03         | 41.67%          | 40.19%         | Provide child care services to migrant eligible infant and toddlers  |
| MADERA MIGRANT CHILD CARE SPECIALIZED SERVICES<br>07/01/23 - 06/30/24<br>325 | 137,096.00       | 60,106.04          | 41.67%          | 43.84%         | Provide start up funding for supplies and staff to provide services to migrant eligible infant and toddlers                            |
| REGIONAL MADERA COE QUALITY COUNTS<br>06/01/2021 - 06/30/2024<br>356         | 93,112.00        | 0.00               | 81.08%          | 0.00%          | Provide low-income children high quality preschool programs with focus on child development, teaching, and program/environment quality |

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.  
FISCAL EXPENDITURE REPORT  
FOR THE PERIOD ENDED NOVEMBER 30, 2023**

| DEPARTMENT/<br>PROGRAM TITLE   | AMOUNT<br>FUNDED | FUNDS SPENT<br>YTD | BUDGET %<br>YTD | ACTUAL%<br>YTD | PROGRAM<br>DESCRIPTION   |
|--|------------------|--------------------|-----------------|----------------|--|
| FRESNO MIGRANT HEAD START<br>09/01/23 - 08/31/24<br>331                    | 5,789,431.00     | 1,780,162.05       | 25.00%          | 30.75%         | Provide HS services to to 469 migrant children and families  |
| FRESNO MIGRANT HS -TRAINING<br>09/01/23 - 08/31/24<br>330                  | 82,690.00        | 5,970.73           | 25.00%          | 7.22%          | Provide training for staff and parents   |
| FRESNO MIGRANT FRESNO COE QUALITY COUNTS<br>09/01/2020 - 06/30/2024<br>351 | 425,811.00       | 27,192.07          | 84.78%          | 6.39%          | Provide low-income children high quality preschool programs with focus on child development, teaching, and program/environment quality |
| DSS STRENGTHENING FAMILIES<br>07/01/2023 - 06/30/2024<br>371               | 277,136.00       | 107,329.03         | 41.67%          | 38.73%         | Provides training and education to parentx to strengthen family relationships  |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.  
 FISCAL EXPENDITURE REPORT  
 FOR THE PERIOD ENDED NOVEMBER 30, 2023

| DEPARTMENT/<br>PROGRAM TITLE   | AMOUNT<br>FUNDED | FUNDS SPENT<br>YTD | BUDGET %<br>YTD | ACTUAL%<br>YTD | PROGRAM<br>DESCRIPTION  |
|--|------------------|--------------------|-----------------|----------------|---|
| <b>RESOURCE &amp; REFERRAL:</b>  |                  |                    |                 |                |   |
| CCDF-HEALTH & SAFETY<br>07/01/23 - 06/30/24<br>411   | 4,702.00         | 0.00               | 41.67%          | 0.00%          | Training and supplies<br>for child care providers                             |
| R & R GENERAL<br>07/01/23 - 06/30/24<br>401  | 215,057.00       | 99,923.32          | 41.67%          | 46.46%         | Provide resources and referrals<br>regarding child care and<br>related issues |
| EMERGENCY CHILD CARE BRIDGE PROGRAM<br>07/01/23 - 06/30/24<br>407  | 177,138.00       | 87,892.49          | 41.67%          | 49.62%         | Provide subsidized child<br>care for eligible foster children                 |
| CHILD CARE INITIATIVE PROJECT<br>07/01/23 - 06/30/24<br>424  | 28,503.00        | 11,217.71          | 41.67%          | 39.36%         | Recruiting and training<br>child care providers for<br>infants and toddlers   |
| ALTERNATIVE PAYMENT<br>07/01/22 - 06/30/24<br>426/432  | 7,810,104.00     | 5,586,799.80       | 70.83%          | 71.53%         | Provide subsidized child<br>care for eligible families                        |
| **Note: This will start being used once the rollover is fully expended   |                  |                    |                 |                |   |
| ALTERNATIVE PAYMENT<br>07/01/23 - 06/30/24<br>429  | 7,231,224.00     | 0.00               | 41.67%          | 0.00%          | Provide subsidized child<br>care for eligible families                        |
| **Note: Because of overlapping contract periods Fund 429 was predominantly used to account for this grant temporarily. |                  |                    |                 |                |   |
| ALTERNATIVE PAYMENT STAGE 2<br>07/01/23 - 06/30/24<br>427  | 1,103,944.00     | 477,637.44         | 41.67%          | 43.27%         | Provide subsidized child<br>care for eligible families                        |
| ALTERNATIVE PAYMENT STAGE 3<br>07/01/23 - 06/30/24<br>428  | 1,236,710.00     | 422,858.64         | 41.67%          | 34.19%         | Provide subsidized child<br>care for eligible families                        |

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.  
FISCAL EXPENDITURE REPORT  
FOR THE PERIOD ENDED NOVEMBER 30, 2023**

| DEPARTMENT/<br>PROGRAM TITLE  | AMOUNT<br>FUNDED | FUNDS SPENT<br>YTD | BUDGET %<br>YTD | ACTUAL%<br>YTD | PROGRAM<br>DESCRIPTION   |
|---|------------------|--------------------|-----------------|----------------|--|
| <b>VICTIM SERVICES:</b>   |                  |                    |                 |                |  |
| RSVP/CALOES<br>(10/01/23 - 09/30/24)<br>500   | 358,165.00       | 51,847.96          | 16.67%          | 14.48%         | Assist victims of sexual assault   |
| VICTIM WITNESS/CALOES<br>(10/01/23 - 09/30/24)<br>501   | 418,989.00       | 50,181.97          | 16.67%          | 11.98%         | Assist victims of crime  |
| SHELTER-BASED DOMESTIC VIOLENCE<br>(10/01/23 - 09/30/24)<br>533   | 537,587.00       | 86,957.27          | 16.67%          | 16.18%         | Provide shelter services for domestic violence victims                                       |
| DOM. VIO. MARRIAGE LICENSE<br>(07/01/23 - 06/30/24)<br>502  | 22,000.00        | 0.00               | 41.67%          | 0.00%          | Provides shelter and services to domestic violence victims                                   |
| DOMESTIC VIOLENCE RESTITUTION<br>(07/01/23 - 06/30/24)<br>504   | 4,000.00         | 0.00               | 41.67%          | 0.00%          | Provides shelter and services to domestic violence victims                                   |
| VSC DOMESTIC VIOLENCE GENERAL FUND<br>(07/01/23 - 06/30/24)<br>DONATIONS ONLY<br>507/525                  | 2,000.00         | 49.53              | 41.67%          | 2.48%          | Assist victims of domestic violence  |
| VICTIM SERVICES CENTER FUND<br>(07/01/23 - 06/30/24)<br>DONATIONS ONLY<br>510                             | 5,000.00         | 6.68               | 41.67%          | 0.13%          | Assist with program operations for all Victim Services clients                               |
| UNSERVED/UNDERSERVED VICTIM<br>ADVOCACY & OUTREACH<br>(01/01/23 - 12/31/23)<br>508                        | 163,177.00       | 169,724.29         | 91.67%          | 104.01%        | Assist unserved/underserved, primarily Hispanic, victims of crime                            |
| TRANSITIONAL HOUSING<br>(01/01/23 - 12/31/23)<br>531  | 126,807.00       | 133,336.20         | 91.67%          | 105.15%        | Provide long-term shelter services for domestic violence and human trafficking victims       |
| <b>YOUTH AND SPECIALIZED SERVICES:</b>  |                  |                    |                 |                |  |
| CHILD ADVOCACY CENTER<br>(07/01/23 - 06/30/24)<br>516   | 2,500.00         | 510.00             | 41.67%          | 20.40%         | Provide child sexual assault interviews  |
| CHILD ADVOCACY CENTER (KC) PROGRAM CALOES<br>04/01/2023 -03/31/2024<br>535                                | 200,000.00       | 151,331.25         | 66.67%          | 75.67%         | Provide funding to operate child advocacy center and provide child sexual assault interviews |
| CHILD ADVOCACY CENTER PROGRAM IMPROVEMENT<br>NATIONAL CHILDREN'S ALLIANCE<br>(01/01/23 - 12/31/23)<br>536 | 50,000.00        | 21,145.77          | 91.67%          | 42.29%         | Provide funding for program improvements to meet National Children's Alliance standards      |

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.  
FISCAL EXPENDITURE REPORT  
FOR THE PERIOD ENDED NOVEMBER 30, 2023**

| DEPARTMENT/<br>PROGRAM TITLE   | AMOUNT<br>FUNDED | FUNDS SPENT<br>YTD | BUDGET %<br>YTD | ACTUAL%<br>YTD | PROGRAM<br>DESCRIPTION   |
|--|------------------|--------------------|-----------------|----------------|--|
| <b>COMMUNITY SERVICES - EMERGENCY &amp; OTHER SERVICES:</b>                            |                  |                    |                 |                |  |
| E.C.I.P./LIHEAP<br>(11/01/22 - 06/30/24)<br>203  | 1,045,256.00     | 969,004.98         | 65.00%          | 92.71%         | Assistance for low income clients for energy bills and weatherization services   |
| FEMA<br>11/01/21 - 12/31/23<br>205   | 1,589.00         | 1,589.00           | 96.15%          | 100.00%        | Administration of the FEMA program   |
| FEMA<br>(11/01/21 - 12/31/23)<br>235   | 1,685.00         | 1,685.00           | 96.15%          | 100.00%        | Administration of the FEMA program   |
| FEMA ARPA-R<br>11/01/21 - 12/31/23<br>210  | 4,910.00         | 1,909.12           | 96.15%          | 38.88%         | Administration of the FEMA program   |
| MADERA MENTAL HEALTH PROPERTY MGMT<br>(07/01/23 - 06/30/24)<br>216                     | 50,000.00        | 20,175.39          | 41.67%          | 40.35%         | Provides property management services for the County of Madera Behavioral Health |
| LOW-INCOME HOUSEHOLD WATER ASSISTANCE PROGRAM (LIHWAP)<br>(04/01/22 - 12/31/23)<br>277 | 141,299.50       | 83,014.97          | 117.65%         | 58.75%         | Assistance for low income clients with a water crisis                            |

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.  
 FISCAL EXPENDITURE REPORT  
 FOR THE PERIOD ENDED NOVEMBER 30, 2023

| DEPARTMENT/<br>PROGRAM TITLE   | AMOUNT<br>FUNDED | FUNDS SPENT<br>YTD | BUDGET %<br>YTD | ACTUAL%<br>YTD | PROGRAM<br>DESCRIPTION   |
|--|------------------|--------------------|-----------------|----------------|--|
| <b>COMMUNITY SERVICES - HOMELESS PROGRAMS:</b>   |                  |                    |                 |                |  |
| HEFFERNAN FOUNDATION<br>(07/01/23 - 06/30/24)<br>221   | 2,946.88         | 1,563.34           | 41.67%          | 53.05%         | Provides funding for homeless support and emergency services   |
| HEFFERNAN FOUNDATION<br>(07/01/23 - 06/30/24)<br>223   | 4,710.91         | 516.61             | 41.67%          | 10.97%         | Provides funding for homeless support and emergency services   |
| SHUNAMMITE PLACE<br>(11/01/23 - 10/31/24)<br>224   | 581,016.00       | 44,634.53          | 8.33%           | 7.68%          | Provides permanent supportive housing for homeless people with disabilities  |
| ONE-TIME FUNDING HOMELESSNESS<br>(07/01/23 - 06/30/24)<br>226  | 6,754.00         | 0.00               | 41.67%          | 0.00%          | Provides funding for homeless support and emergency services   |
| CITY OF MADERA - CDBG<br>(07/01/23 - 06/30/24)<br>231  | 20,000.00        | 4,068.13           | 41.67%          | 20.34%         | Provides funding for Fresno-Madera Continuum of Care and homeless support  |
| HOMELESS HOUSING, ASSISTANCE & PREVENTION (HHAP) BEHAVIORAL HEALTH<br>(06/01/20 - 6/30/25)<br>246    | 411,434.00       | 411,434.26         | 68.85%          | 100.00%        | Provides rental assistance and rapid rehousing, outreach and coordination, prevention and shelter diversion to permanent housing |
| HOMELESS HOUSING, ASSISTANCE & PREVENTION (HHAP-3) BEHAVIORAL HEALTH<br>(07/01/23 - 06/30/26)<br>278 | 421,308.69       | 109,301.45         | 13.89%          | 25.94%         | Provides rental assistance and rapid rehousing, outreach and coordination, prevention and shelter diversion to permanent housing |
| HOUSING & HOMELESSNESS INCENTIVE PROGRAM (HHIP)<br>(04/01/23 - 03/31/24)<br>281                      | 250,000.00       | 110,564.53         | 66.67%          | 44.23%         | Improves health outcomes and access to whole person care services by addressing housing insecurity and instability               |
| HUD COORDINATED ENTRY SUPPORTIVE SERVICES HELP CENTER<br>(11/01/23 - 10/31/24)<br>284                | 208,820.00       | 5,159.45           | 8.33%           | 2.47%          | Provides coordinated entry supportive housing for homeless people within the FMCoC area  |

**Community Action Partnership of Madera County, Inc.  
Consolidated Statement of Financial Position by Object  
October 31, 2023**

F-4A

|   | <u><b>This Year</b></u>     |
|---|-----------------------------|
| <b>Assets</b>                                     |                             |
| 1113- CASH IN WESTAMERICA PAYROLL CK              | 4,713.68                    |
| 1116- CASH IN WESTAMERICA HEAD START MONEY MARKET | 2,516.19                    |
| 1117- CASH IN WESTAMERICA ACCTS PAYABLE CHECKING  | 7,208.87                    |
| 1122- SAVINGS - WESTAMERICA                       | 9,135,747.39                |
| 1130- PETTY CASH                                  | 550.00                      |
| 1190- DUE TO/FROM                                 | (8,156.01)                  |
| 1310- GRANTS RECEIVABLE                           | 2,670,468.13                |
| 1320- ACCOUNTS RECEIVABLE                         | 250.00                      |
| 1322- A/R INTERSTATE ASSOC. - CHURCH OF GOD       | 0.00                        |
| 1323- A/R IGNITE MY CITY CHURCH                   | 827.10                      |
| 1328- EMPLOYEE & TRAVEL ADVANCES                  | 2,639.60                    |
| 1329- ADVANCE CLEARING                            | 8,215.13                    |
| 1410- PREPAID EXPENSES                            | 141,470.91                  |
| 1420- SECURITY DEPOSITS                           | 53,286.04                   |
| 1421- WORKERS' COMP DEPOSIT                       | 71,461.25                   |
| 1450- INVENTORY                                   | 17,257.81                   |
| 1512- EQUIPMENT                                   | 1,789,438.11                |
| 1513- VEHICLES                                    | 1,456,116.88                |
| 1514- BUILDINGS                                   | 4,021,500.45                |
| 1515- LAND IMPROVEMENTS                           | 190,835.13                  |
| 1516- BUILDING IMPROVEMENTS                       | 427,857.12                  |
| 1519- LAND  | 59,005.00                   |
| 1522- ACC DEPR - EQUIPMENT                        | (1,261,781.01)              |
| 1523- ACC DEPR - VEHICLES                         | (979,676.53)                |
| 1524- ACC DEPR - BUILDINGS                        | (3,453,889.91)              |
| 1525- ACC DEPR - LAND IMPROVE.                    | (171,194.44)                |
| 1526- ACC DEPR - BUILDING IMPROVE.                | (158,846.74)                |
| <b>Total Assets</b>                               | <u><u>14,027,820.15</u></u> |
| <b>Liabilities and Net Assets</b>                 |                             |
| 2101- ACCOUNTS PAYABLE                            | 827,156.87                  |
| 2111- ACCOUNTS PAYABLE - MANUAL                   | 190,283.84                  |
| 2112- ACCOUNTS PAY-FUNDING SOURCE                 | 851,411.91                  |
| 2115- A/P OTHERS                                  | 620.23                      |
| 2121- ACCRUED PAYROLL                             | 1,183,979.34                |
| 2122- ACCRUED VACATION                            | 1,260,514.28                |
| 2123- ACCRUED PAYROLL - MANUAL                    | 849.40                      |
| 2211- FICA PAYABLE                                | 253.86                      |
| 2212- FICA-MED PAYABLE                            | 59.38                       |

|  |                             |
|--|-----------------------------|
| 2213- FIT PAYABLE                          | 160.00                      |
| 2215- SIT PAYABLE                          | 78.62                       |
| 2216- SDI PAYABLE                          | 18.43                       |
| 2218- GARNISHMENTS PAYABLE                 | (858.46)                    |
| 2220- WORKER'S COMP PAYABLE                | 9,634.04                    |
| 2231- RETIREMENT PAYABLE-ER CONTRIB        | 451,063.63                  |
| 2232- W/H RETIREMENT                       | (1,695.00)                  |
| 2244- KAISER MID20                         | 1,346.01                    |
| 2245- KAISER HIGH15                        | (4,229.79)                  |
| 2248- KAISER LOW30                         | (1,798.26)                  |
| 2249- KAISER DHMO40                        | 848.82                      |
| 2252- SELF INSURANCE - LIFE & ADD          | 5,727.93                    |
| 2253- VISION INSURANCE PAYABLE             | 57.38                       |
| 2254- SELF INSURANCE - DENTAL              | 67,333.19                   |
| 2255- UNION DUES & FEE PAYMENTS            | 0.00                        |
| 2258- TELEMEDICINE                         | (28.00)                     |
| 2260- MADERA RHS PARENT GROUPS             | 552.34                      |
| 2262- FRESNO MHS PARENT GROUPS             | 2,130.16                    |
| 2264- MCAC EMP FUND-UNIFICATION            | 64.15                       |
| 2265- FRESNO - EDS - FUNDS                 | 1,854.17                    |
| 2266- R & R PROGRAM                        | 5,965.69                    |
| 2410- DEFERRED GRANT REVENUE               | 6,226,327.07                |
| 2415- RESERVE ACCOUNT                      | 51,863.00                   |
| 2420- OTHER DEFERRED REVENUE               | (11,868.49)                 |
| 2600- INVESTMENT IN FIXED ASSETS           | 0.00                        |
| Total Liabilities                          | <u>11,119,675.74</u>        |
| 3000- NET ASSETS W/O DONOR RESTRICTIONS    | 549,574.59                  |
| 3050- NET ASSETS - BOARD DESIGNATED        | 560,000.00                  |
| 3100- NET ASSETS - RESTRICTED FIXED ASSETS | 1,806,675.82                |
| Change in Net Assets                       | <u>(8,106.00)</u>           |
| Total Net Assets                           | <u>2,908,144.41</u>         |
| Total Liabilities and Net Assets           | <u><u>14,027,820.15</u></u> |



**Community Action Partnership of Madera County, Inc.**  
**Consolidated Revenue and Expense**  
**October 31, 2023**

F-4B

|                                     | <u>Year-To-Date</u><br><u>Actual</u> |
|-------------------------------------|--------------------------------------|
| <u>Revenues</u>                     |                                      |
| 4110- GRANT INCOME-FEDERAL          | 10,042,994.18                        |
| 4120- GRANT INCOME-STATE            | 2,610,991.14                         |
| 4130- GRANT INCOME-AREA             | 105,174.37                           |
| 4210- DONATIONS                     | 3,119.59                             |
| 4220- IN KIND CONTRIBUTIONS         | 1,167,087.67                         |
| 4315- CHILD CRE REVENUE-STATE       | 320.50                               |
| 4320- INTEREST INCOME               | 1,225.21                             |
| 4330- SALE OF ASSETS                | 8,000.00                             |
| 4350- RENTAL INCOME                 | 21,463.27                            |
| 4360- MEMBERSHIP                    | 23.60                                |
| 4390- MISCELLANEOUS INCOME          | 2,033.51                             |
| 4900- INDIRECT COST REIMBURSEMENT   | 990,068.67                           |
| Total Revenues                      | <u>14,952,501.71</u>                 |
| <u>Expenses</u>                     |                                      |
| 5010- SALARIES & WAGES              | 5,283,748.77                         |
| 5012- DIRECTOR'S SALARY             | 21,799.29                            |
| 5020- ACCRUED VACATION PAY          | 328,800.43                           |
| 5112- HEALTH INSURANCE              | 438,253.32                           |
| 5114- WORKER'S COMPENSATION         | 152,590.18                           |
| 5116- PENSION                       | 271,859.18                           |
| 5122- FICA                          | 407,113.85                           |
| 5124- SUI                           | 12,611.20                            |
| 5125- DIRECTOR'S FRINGE             | 12,125.29                            |
| 5130- ACCRUED VACATION FRINGE       | 20,984.42                            |
| 6110- OFFICE SUPPLIES               | 34,721.32                            |
| 6112- DATA PROCESSING SUPPLIES      | 126,208.37                           |
| 6121- FOOD                          | 219,521.31                           |
| 6122- KITCHEN SUPPLIES              | 38,419.44                            |
| 6130- PROGRAM SUPPLIES              | 1,324,303.99                         |
| 6132- MEDICAL & DENTAL SUPPLIES     | 15,889.46                            |
| 6134- INSTRUCTIONAL SUPPLIES        | 16,267.91                            |
| 6140- CUSTODIAL SUPPLIES            | 44,677.42                            |
| 6143- FURNISHINGS                   | 15,815.07                            |
| 6170- POSTAGE & SHIPPING            | 7,095.31                             |
| 6180- EQUIPMENT RENTAL              | 59,093.01                            |
| 6181- EQUIPMENT MAINTENANCE         | 21,168.53                            |
| 6216- CAPITAL EXPENDITURES > \$1000 | (500.00)                             |

|                                     |              |
|-------------------------------------|--------------|
| 6221- EQUIPMENT OVER > \$5000       | 137,595.99   |
| 6310- PRINTING & PUBLICATIONS       | 10,043.79    |
| 6312- ADVERTISING & PROMOTION       | 1,764.06     |
| 6320- TELEPHONE                     | 171,357.08   |
| 6410- RENT                          | 482,126.04   |
| 6420- UTILITIES/ DISPOSAL           | 204,615.26   |
| 6432- BUILDING REPAIRS/ MAINTENANCE | 63,310.31    |
| 6433- GROUNDS MAINTENANCE           | 37,681.15    |
| 6436- PEST CONTROL                  | 8,858.76     |
| 6437- BURGLAR & FIRE ALARM          | 9,464.66     |
| 6440- PROPERTY INSURANCE            | 18,662.59    |
| 6510- AUDIT                         | 63,000.00    |
| 6520- CONSULTANTS                   | 60,562.03    |
| 6522- CONSULTANT EXPENSES           | 2,866.20     |
| 6524- CONTRACTS                     | 147,159.59   |
| 6530- LEGAL                         | 34,903.25    |
| 6540- CUSTODIAL SERVICES            | 57,914.00    |
| 6555- MEDICAL SCREENING/DEAT/STAFF  | 9,550.00     |
| 6610- GAS & OIL                     | 22,705.72    |
| 6620- VEHICLE INSURANCE             | 26,444.45    |
| 6640- VEHICLE REPAIR & MAINTENANCE  | 20,068.13    |
| 6712- STAFF TRAVEL-LOCAL            | 7,944.11     |
| 6714- STAFF TRAVEL-OUT OF AREA      | 18,264.64    |
| 6722- PER DIEM - STAFF              | 1,654.00     |
| 6730- VOLUNTEER TRAVEL              | 4,028.87     |
| 6742- TRAINING - STAFF              | 28,327.49    |
| 6744- TRAINING - VOLUNTEER          | 2,708.00     |
| 6750- FIELD TRIPS                   | 260.00       |
| 6810- BANK CHARGES                  | 1,916.12     |
| 6832- LIABILITY INSURANCE           | 4,409.59     |
| 6834- STUDENT ACTIVITY INSURANCE    | 2,718.07     |
| 6840- PROPERTY TAXES                | 7,483.45     |
| 6850- FEES & LICENSES               | 55,975.24    |
| 6852- FINGERPRINT                   | 1,847.50     |
| 6875- EMPLOYEE HEALTH & WELFARE     | 5,867.79     |
| 7110- PARENT ACTIVITIES             | 265.83       |
| 7111- PARENT MILEAGE                | 160.56       |
| 7112- PARENT INVOLVEMENT            | 919.69       |
| 7114- PC ALLOWANCE                  | 2,010.00     |
| 7116- POLICY COUNCIL FOOD ALLOWANCE | 387.61       |
| 7210- TRANSPORTATION VOUCHERS       | 156.03       |
| 7224- CLIENT RENT                   | 59,046.88    |
| 7226- CLIENT LODGING/SHELTER        | 52,326.00    |
| 7230- CLIENT FOOD                   | 398.14       |
| 7240- DIRECT BENEFITS               | 2,080,835.13 |

|  |                          |
|--|--------------------------|
| 7245- DIRECT BENEFITS - STATE            | 320.50                   |
| 8110- IN KIND SALARIES                   | 987,237.44               |
| 8120- IN KIND RENT                       | 177,870.23               |
| 8130- IN KIND - OTHER                    | 1,980.00                 |
| 9010- INDIRECT COST ALLOCATION           | <u>990,068.67</u>        |
| Total Expenses                           | <u>14,960,607.71</u>     |
| Excess Revenue Over (Under) Expenditures | <u><u>(8,106.00)</u></u> |



**LIHEAP 23B-5019 - Fund 203**  
**November 1, 2022 to October 31, 2023**

| <b>203 0 HOME ENERGY ASSISTANCE PROGRAM</b> | <b>Grant Budget</b> | <b>Current Month Actual</b> | <b>YTD Actual October 31, 2023</b> | <b>YTD Budget October 31, 2023</b> | <b>% Spent</b> | <b>YTD Encumbrance</b> | <b>Actual Plus Encumbrance</b> | <b>Budget Balance</b> |
|---|---------------------|-----------------------------|------------------------------------|------------------------------------|----------------|------------------------|--------------------------------|-----------------------|
| <b>Revenues</b>                             |                     |                             |                                    |                                    |                |                        |                                |                       |
| 4110- GRANT INCOME-FEDERAL                  | 0.00                | 0.00                        | 898,247.23                         | 0.00                               | 0.00           | 0.00                   | 898,247.23                     | (898,247.23)          |
| Total Revenues                              | 0.00                | 0.00                        | 898,247.23                         | 0.00                               | 0.00           | 0.00                   | 898,247.23                     | (898,247.23)          |
| <b>Expenses</b>                             |                     |                             |                                    |                                    |                |                        |                                |                       |
| 5010- SALARIES & WAGES                      | 0.00                | 27,895.81                   | 196,807.92                         | 0.00                               | 0.00           | 0.00                   | 196,807.92                     | (196,807.92)          |
| 5020- ACCRUED VACATION PAY                  | 0.00                | 1,287.66                    | 14,439.47                          | 0.00                               | 0.00           | 0.00                   | 14,439.47                      | (14,439.47)           |
| 5112- HEALTH INSURANCE                      | 0.00                | 2,525.36                    | 18,637.40                          | 0.00                               | 0.00           | 0.00                   | 18,637.40                      | (18,637.40)           |
| 5114- WORKER'S COMPENSATION                 | 0.00                | 144.38                      | 794.28                             | 0.00                               | 0.00           | 0.00                   | 794.28                         | (794.28)              |
| 5116- PENSION                               | 0.00                | 1,665.91                    | 12,140.85                          | 0.00                               | 0.00           | 0.00                   | 12,140.85                      | (12,140.85)           |
| 5122- FICA                                  | 0.00                | 2,190.50                    | 15,741.85                          | 0.00                               | 0.00           | 0.00                   | 15,741.85                      | (15,741.85)           |
| 5124- SUI                                   | 0.00                | 61.40                       | 2,271.91                           | 0.00                               | 0.00           | 0.00                   | 2,271.91                       | (2,271.91)            |
| 5130- ACCRUED VACATION FICA                 | 0.00                | 26.91                       | 221.83                             | 0.00                               | 0.00           | 0.00                   | 221.83                         | (221.83)              |
| 6110- OFFICE SUPPLIES                       | 0.00                | 699.86                      | 10,731.06                          | 0.00                               | 0.00           | 0.00                   | 10,731.06                      | (10,731.06)           |
| 6112- DATA PROCESSING SUPPLIES              | 0.00                | 1,414.79                    | 15,983.19                          | 0.00                               | 0.00           | 0.00                   | 15,983.19                      | (15,983.19)           |
| 6121- FOOD                                  | 0.00                | 17.16                       | 17.16                              | 0.00                               | 0.00           | 0.00                   | 17.16                          | (17.16)               |
| 6130- PROGRAM SUPPLIES                      | 0.00                | 235.10                      | 1,016.51                           | 0.00                               | 0.00           | 0.00                   | 1,016.51                       | (1,016.51)            |
| 6143- FURNISHINGS                           | 0.00                | 0.00                        | 182.94                             | 0.00                               | 0.00           | 0.00                   | 182.94                         | (182.94)              |
| 6170- POSTAGE & SHIPPING                    | 0.00                | 0.00                        | 5,440.22                           | 0.00                               | 0.00           | 0.00                   | 5,440.22                       | (5,440.22)            |
| 6180- EQUIPMENT RENTAL                      | 0.00                | 1,006.42                    | 13,193.50                          | 0.00                               | 0.00           | 0.00                   | 13,193.50                      | (13,193.50)           |
| 6181- EQUIPMENT MAINTENANCE                 | 0.00                | 59.88                       | 602.05                             | 0.00                               | 0.00           | 0.00                   | 602.05                         | (602.05)              |
| 6310- PRINTING & PUBLICATIONS               | 0.00                | 0.00                        | 181.80                             | 0.00                               | 0.00           | 0.00                   | 181.80                         | (181.80)              |
| 6320- TELEPHONE                             | 0.00                | 169.81                      | 1,642.20                           | 0.00                               | 0.00           | 0.00                   | 1,642.20                       | (1,642.20)            |
| 6410- RENT                                  | 0.00                | 1,408.32                    | 24,475.67                          | 0.00                               | 0.00           | 0.00                   | 24,475.67                      | (24,475.67)           |
| 6420- UTILITIES/ DISPOSAL                   | 0.00                | 403.38                      | 3,156.14                           | 0.00                               | 0.00           | 0.00                   | 3,156.14                       | (3,156.14)            |
| 6432- BUILDING REPAIRS/ MAINTENANCE         | 0.00                | 615.98                      | 1,125.03                           | 0.00                               | 0.00           | 0.00                   | 1,125.03                       | (1,125.03)            |
| 6436- PEST CONTROL                          | 0.00                | 0.00                        | 1.42                               | 0.00                               | 0.00           | 0.00                   | 1.42                           | (1.42)                |
| 6437- BURGLAR & FIRE ALARM                  | 0.00                | 0.00                        | 0.97                               | 0.00                               | 0.00           | 0.00                   | 0.97                           | (0.97)                |
| 6440- PROPERTY INSURANCE                    | 0.00                | 82.64                       | 495.84                             | 0.00                               | 0.00           | 0.00                   | 495.84                         | (495.84)              |
| 6524- CONTRACTS                             | 0.00                | 0.00                        | 540,486.08                         | 0.00                               | 0.00           | 0.00                   | 540,486.08                     | (540,486.08)          |
| 6555- MEDICAL SCREENING/DEAT/STAFF          | 0.00                | 0.00                        | 180.00                             | 0.00                               | 0.00           | 0.00                   | 180.00                         | (180.00)              |
| 6610- GAS & OIL                             | 0.00                | 60.00                       | 107.40                             | 0.00                               | 0.00           | 0.00                   | 107.40                         | (107.40)              |
| 6620- VEHICLE INSURANCE                     | 0.00                | 0.00                        | 2,135.54                           | 0.00                               | 0.00           | 0.00                   | 2,135.54                       | (2,135.54)            |
| 6640- VEHICLE REPAIR & MAINTENANCE          | 0.00                | 21.00                       | 3,619.82                           | 0.00                               | 0.00           | 0.00                   | 3,619.82                       | (3,619.82)            |
| 6714- STAFF TRAVEL-OUT OF AREA              | 0.00                | 280.05                      | 1,618.55                           | 0.00                               | 0.00           | 0.00                   | 1,618.55                       | (1,618.55)            |
| 6722- PER DIEM - STAFF                      | 0.00                | 0.00                        | 112.00                             | 0.00                               | 0.00           | 0.00                   | 112.00                         | (112.00)              |
| 6742- TRAINING - STAFF                      | 0.00                | 0.00                        | 5,578.17                           | 0.00                               | 0.00           | 0.00                   | 5,578.17                       | (5,578.17)            |
| 6840- PROPERTY TAXES                        | 0.00                | 0.00                        | 29.15                              | 0.00                               | 0.00           | 0.00                   | 29.15                          | (29.15)               |
| 6850- FEES & LICENSES                       | 0.00                | 224.00                      | 482.88                             | 0.00                               | 0.00           | 0.00                   | 482.88                         | (482.88)              |

**LIHEAP 23B-5019 - Fund 203**  
**November 1, 2022 to October 31, 2023**

|   | <u>Grant Budget</u> | <u>Current Month Actual</u> | <u>YTD Actual October 31, 2023</u> | <u>YTD Budget October 31, 2023</u> | <u>% Spent</u> | <u>YTD Encumbrance</u> | <u>Actual Plus Encumbrance</u> | <u>Budget Balance</u> |
|---|---------------------|-----------------------------|------------------------------------|------------------------------------|----------------|------------------------|--------------------------------|-----------------------|
| <b>203 0 HOME ENERGY ASSISTANCE PROGRAM</b>     |                     |                             |                                    |                                    |                |                        |                                |                       |
| 6852- FINGERPRINT                               | 0.00                | 0.75                        | 17.75                              | 0.00                               | 0.00           | 0.00                   | 17.75                          | (17.75)               |
| 6875- EMPLOYEE HEALTH & WELFARE                 | 0.00                | 0.00                        | 177.40                             | 0.00                               | 0.00           | 0.00                   | 177.40                         | (177.40)              |
| 7240- DIRECT BENEFITS                           | 0.00                | 0.00                        | 16,687.29                          | 0.00                               | 0.00           | 0.00                   | 16,687.29                      | (16,687.29)           |
| 9010- INDIRECT COST ALLOCATION                  | 0.00                | 0.00                        | 30,534.12                          | 0.00                               | 0.00           | 0.00                   | 30,534.12                      | (30,534.12)           |
| Total Expenses                                  | 0.00                | 42,497.07                   | 941,067.36                         | 0.00                               | 0.00           | 0.00                   | 941,067.36                     | (941,067.36)          |
| <b>Excess Revenue Over (Under) Expenditures</b> | <b>0.00</b>         | <b>(42,497.07)</b>          | <b>(42,820.13)</b>                 | <b>0.00</b>                        | <b>0.00</b>    | <b>0.00</b>            | <b>(42,820.13)</b>             | <b>42,820.13</b>      |
| <b>Beginning Net Assets - Unrestricted</b>      | <b>0.00</b>         | <b>0.00</b>                 | <b>0.00</b>                        | <b>0.00</b>                        | <b>0.00</b>    | <b>0.00</b>            | <b>0.00</b>                    | <b>0.00</b>           |
| Beginning Net Assets - Board Designated         | 0.00                | 0.00                        | 0.00                               | 0.00                               | 0.00           | 0.00                   | 0.00                           | 0.00                  |
| <b>Ending Net Assets</b>                        | <b>0.00</b>         | <b>(42,497.07)</b>          | <b>(42,820.13)</b>                 | <b>0.00</b>                        | <b>0.00</b>    | <b>0.00</b>            | <b>(42,820.13)</b>             | <b>42,820.13</b>      |

**ESLIPHEAP 23J-5723 - Fund 282**

**April 15, 2023 to October 31, 2023**

| <b><u>282 0 EMERGENCY SUPPLEMENTAL LOW INCOME HOME ENERGY ASSISTANCE PROGRAM</u></b> | <b><u>Grant Budget</u></b> | <b><u>Current Month Actual</u></b> | <b><u>YTD Actual October 31, 2023</u></b> | <b><u>YTD Budget October 31, 2023</u></b> | <b><u>% Spent</u></b> | <b><u>YTD Encumbrance</u></b> | <b><u>Actual Plus Encumbrance</u></b> | <b><u>Budget Balance</u></b> |
|--|----------------------------|------------------------------------|---|---|-----------------------|-------------------------------|---------------------------------------|------------------------------|
| <b>Revenues</b>  |                            |                                    |   |   |                       |                               |                                       |                              |
| 4110- GRANT INCOME-FEDERAL   | 0.00                       | 0.00                               | 12,174.69                                 | 0.00                                      | 0.00                  | 0.00                          | 12,174.69                             | (12,174.69)                  |
| <b>Total Revenues</b>  | <b>0.00</b>                | <b>0.00</b>                        | <b>12,174.69</b>                          | <b>0.00</b>                               | <b>0.00</b>           | <b>0.00</b>                   | <b>12,174.69</b>                      | <b>(12,174.69)</b>           |
| <b>Expenses</b>  |                            |                                    |   |   |                       |                               |                                       |                              |
| 5010- SALARIES & WAGES   | 0.00                       | 11,781.16                          | 29,100.66                                 | 0.00                                      | 0.00                  | 0.00                          | 29,100.66                             | (29,100.66)                  |
| 5020- ACCRUED VACATION PAY   | 0.00                       | 510.56                             | 1,596.65                                  | 0.00                                      | 0.00                  | 0.00                          | 1,596.65                              | (1,596.65)                   |
| 5112- HEALTH INSURANCE   | 0.00                       | 260.60                             | 1,403.53                                  | 0.00                                      | 0.00                  | 0.00                          | 1,403.53                              | (1,403.53)                   |
| 5114- WORKER'S COMPENSATION  | 0.00                       | 61.67                              | 158.43                                    | 0.00                                      | 0.00                  | 0.00                          | 158.43                                | (158.43)                     |
| 5116- PENSION  | 0.00                       | 722.08                             | 1,874.19                                  | 0.00                                      | 0.00                  | 0.00                          | 1,874.19                              | (1,874.19)                   |
| 5122- FICA   | 0.00                       | 935.86                             | 2,405.74                                  | 0.00                                      | 0.00                  | 0.00                          | 2,405.74                              | (2,405.74)                   |
| 5124- SUI  | 0.00                       | 98.75                              | 142.93                                    | 0.00                                      | 0.00                  | 0.00                          | 142.93                                | (142.93)                     |
| 5130- ACCRUED VACATION FICA  | 0.00                       | 32.15                              | (20.87)                                   | 0.00                                      | 0.00                  | 0.00                          | (20.87)                               | 20.87                        |
| 6180- EQUIPMENT RENTAL   | 0.00                       | 0.00                               | 1.54                                      | 0.00                                      | 0.00                  | 0.00                          | 1.54                                  | (1.54)                       |
| 6320- TELEPHONE  | 0.00                       | 105.33                             | 365.90                                    | 0.00                                      | 0.00                  | 0.00                          | 365.90                                | (365.90)                     |
| 6410- RENT   | 0.00                       | 688.90                             | 2,008.31                                  | 0.00                                      | 0.00                  | 0.00                          | 2,008.31                              | (2,008.31)                   |
| 6420- UTILITIES/ DISPOSAL  | 0.00                       | 135.03                             | 452.32                                    | 0.00                                      | 0.00                  | 0.00                          | 452.32                                | (452.32)                     |
| 7240- DIRECT BENEFITS  | 0.00                       | 0.00                               | 10,241.82                                 | 0.00                                      | 0.00                  | 0.00                          | 10,241.82                             | (10,241.82)                  |
| 9010- INDIRECT COST ALLOCATION   | 0.00                       | 0.00                               | 1,015.49                                  | 0.00                                      | 0.00                  | 0.00                          | 1,015.49                              | (1,015.49)                   |
| <b>Total Expenses</b>  | <b>0.00</b>                | <b>15,332.09</b>                   | <b>50,746.64</b>                          | <b>0.00</b>                               | <b>0.00</b>           | <b>0.00</b>                   | <b>50,746.64</b>                      | <b>(50,746.64)</b>           |
| <b>Excess Revenue Over (Under) Expenditures</b>                                      | <b>0.00</b>                | <b>(15,332.09)</b>                 | <b>(38,571.95)</b>                        | <b>0.00</b>                               | <b>0.00</b>           | <b>0.00</b>                   | <b>(38,571.95)</b>                    | <b>38,571.95</b>             |
| <b>Beginning Net Assets - Unrestricted</b>   | <b>0.00</b>                | <b>0.00</b>                        | <b>0.00</b>                               | <b>0.00</b>                               | <b>0.00</b>           | <b>0.00</b>                   | <b>0.00</b>                           | <b>0.00</b>                  |
| Beginning Net Assets - Board Designated  | 0.00                       | 0.00                               | 0.00                                      | 0.00                                      | 0.00                  | 0.00                          | 0.00                                  | 0.00                         |
| <b>Ending Net Assets</b>   | <b>0.00</b>                | <b>(15,332.09)</b>                 | <b>(38,571.95)</b>                        | <b>0.00</b>                               | <b>0.00</b>           | <b>0.00</b>                   | <b>(38,571.95)</b>                    | <b>38,571.95</b>             |

**Victims Services-Domestic Violence Program  
October 1, 2023 to October 31, 2023**

| <b>533 0 SHELTER BASED DV SERVICES</b> | <b>Grant Budget</b> | <b>Current Month Actual</b> | <b>YTD Actual October 31, 2023</b> | <b>YTD Budget October 31, 2023</b> | <b>% Spent</b> | <b>YTD Encumbrance</b> | <b>Actual Plus Encumbrance</b> | <b>Budget Balance</b> |
|--|---------------------|-----------------------------|------------------------------------|------------------------------------|----------------|------------------------|--------------------------------|-----------------------|
| <u>Revenues</u>                        |                     |                             |                                    |                                    |                |                        |                                |                       |
| Total Revenues                         | 0.00                | 0.00                        | 0.00                               | 0.00                               | 0.00           | 0.00                   | 0.00                           | 0.00                  |
| <u>Expenses</u>                        |                     |                             |                                    |                                    |                |                        |                                |                       |
| 5010- SALARIES & WAGES                 | 0.00                | 26,498.34                   | 26,498.34                          | 0.00                               | 0.00           | 0.00                   | 26,498.34                      | (26,498.34)           |
| 5020- ACCRUED VACATION PAY             | 0.00                | 1,105.66                    | 1,105.66                           | 0.00                               | 0.00           | 0.00                   | 1,105.66                       | (1,105.66)            |
| 5112- HEALTH INSURANCE                 | 0.00                | 1,847.30                    | 1,847.30                           | 0.00                               | 0.00           | 0.00                   | 1,847.30                       | (1,847.30)            |
| 5114- WORKER'S COMPENSATION            | 0.00                | 487.47                      | 487.47                             | 0.00                               | 0.00           | 0.00                   | 487.47                         | (487.47)              |
| 5116- PENSION                          | 0.00                | 1,148.03                    | 1,148.03                           | 0.00                               | 0.00           | 0.00                   | 1,148.03                       | (1,148.03)            |
| 5122- FICA                             | 0.00                | 2,099.97                    | 2,099.97                           | 0.00                               | 0.00           | 0.00                   | 2,099.97                       | (2,099.97)            |
| 5124- SUI                              | 0.00                | 198.03                      | 198.03                             | 0.00                               | 0.00           | 0.00                   | 198.03                         | (198.03)              |
| 5130- ACCRUED VACATION FICA            | 0.00                | (30.94)                     | (30.94)                            | 0.00                               | 0.00           | 0.00                   | (30.94)                        | 30.94                 |
| 6110- OFFICE SUPPLIES                  | 0.00                | 0.01                        | 0.01                               | 0.00                               | 0.00           | 0.00                   | 0.01                           | (0.01)                |
| 6112- DATA PROCESSING SUPPLIES         | 0.00                | 252.46                      | 252.46                             | 0.00                               | 0.00           | 588.98                 | 841.44                         | (841.44)              |
| 6121- FOOD                             | 0.00                | 317.61                      | 317.61                             | 0.00                               | 0.00           | 0.00                   | 317.61                         | (317.61)              |
| 6130- PROGRAM SUPPLIES                 | 0.00                | 20.96                       | 20.96                              | 0.00                               | 0.00           | 0.00                   | 20.96                          | (20.96)               |
| 6140- CUSTODIAL SUPPLIES               | 0.00                | 131.25                      | 131.25                             | 0.00                               | 0.00           | 0.00                   | 131.25                         | (131.25)              |
| 6180- EQUIPMENT RENTAL                 | 0.00                | 116.19                      | 116.19                             | 0.00                               | 0.00           | 0.00                   | 116.19                         | (116.19)              |
| 6312- ADVERTISING & PROMOTION          | 0.00                | 57.60                       | 57.60                              | 0.00                               | 0.00           | 0.00                   | 57.60                          | (57.60)               |
| 6320- TELEPHONE                        | 0.00                | 2,181.24                    | 2,181.24                           | 0.00                               | 0.00           | 0.00                   | 2,181.24                       | (2,181.24)            |
| 6410- RENT                             | 0.00                | 1,301.00                    | 1,301.00                           | 0.00                               | 0.00           | 0.00                   | 1,301.00                       | (1,301.00)            |
| 6420- UTILITIES/ DISPOSAL              | 0.00                | 1,445.38                    | 1,445.38                           | 0.00                               | 0.00           | 0.00                   | 1,445.38                       | (1,445.38)            |
| 6432- BUILDING REPAIRS/ MAINTENANCE    | 0.00                | 300.64                      | 300.64                             | 0.00                               | 0.00           | 0.00                   | 300.64                         | (300.64)              |
| 6433- GROUNDS MAINTENANCE              | 0.00                | 350.00                      | 350.00                             | 0.00                               | 0.00           | 0.00                   | 350.00                         | (350.00)              |
| 6436- PEST CONTROL                     | 0.00                | 161.98                      | 161.98                             | 0.00                               | 0.00           | 0.00                   | 161.98                         | (161.98)              |
| 6437- BURGLAR & FIRE ALARM             | 0.00                | 256.78                      | 256.78                             | 0.00                               | 0.00           | 0.00                   | 256.78                         | (256.78)              |
| 6440- PROPERTY INSURANCE               | 0.00                | 274.57                      | 274.57                             | 0.00                               | 0.00           | 0.00                   | 274.57                         | (274.57)              |
| 6520- CONSULTANTS                      | 0.00                | 5,500.00                    | 5,500.00                           | 0.00                               | 0.00           | 0.00                   | 5,500.00                       | (5,500.00)            |
| 6540- CUSTODIAL SERVICES               | 0.00                | 261.14                      | 261.14                             | 0.00                               | 0.00           | 0.00                   | 261.14                         | (261.14)              |
| 6555- MEDICAL SCREENING/DEAT/STAFF     | 0.00                | 240.00                      | 240.00                             | 0.00                               | 0.00           | 0.00                   | 240.00                         | (240.00)              |
| 6610- GAS & OIL                        | 0.00                | 303.28                      | 303.28                             | 0.00                               | 0.00           | 0.00                   | 303.28                         | (303.28)              |
| 6620- VEHICLE INSURANCE                | 0.00                | 1,974.76                    | 1,974.76                           | 0.00                               | 0.00           | 0.00                   | 1,974.76                       | (1,974.76)            |
| 6640- VEHICLE REPAIR & MAINTENANCE     | 0.00                | 45.00                       | 45.00                              | 0.00                               | 0.00           | 0.00                   | 45.00                          | (45.00)               |
| 6832- LIABILITY INSURANCE              | 0.00                | 86.64                       | 86.64                              | 0.00                               | 0.00           | 0.00                   | 86.64                          | (86.64)               |
| 6840- PROPERTY TAXES                   | 0.00                | 1,787.52                    | 1,787.52                           | 0.00                               | 0.00           | 0.00                   | 1,787.52                       | (1,787.52)            |
| 6850- FEES & LICENSES                  | 0.00                | 224.23                      | 224.23                             | 0.00                               | 0.00           | 0.00                   | 224.23                         | (224.23)              |
| 7230- CLIENT FOOD                      | 0.00                | 107.91                      | 107.91                             | 0.00                               | 0.00           | 0.00                   | 107.91                         | (107.91)              |



**Victims Services-Domestic Violence Program  
October 1, 2023 to October 31, 2023**

|  | <u>Grant<br/>Budget</u> | <u>Current<br/>Month<br/>Actual</u> | <u>YTD Actual<br/>October 31,<br/>2023</u> | <u>YTD<br/>Budget<br/>October 31,<br/>2023</u> | <u>% Spent</u> | <u>YTD<br/>Encumbrance</u> | <u>Actual Plus<br/>Encumbrance</u> | <u>Budget<br/>Balance</u> |
|--|-------------------------|-------------------------------------|--|--|----------------|----------------------------|------------------------------------|---------------------------|
| <b>533 0 SHELTER BASED DV SERVICES</b>   |                         |                                     |  |  |                |                            |                                    |                           |
| Total Expenses                           | 0.00                    | 51,052.01                           | 51,052.01                                  | 0.00   | 0.00           | 588.98                     | 51,640.99                          | (51,640.99)               |
| Excess Revenue Over (Under) Expenditures | 0.00                    | (51,052.01)                         | (51,052.01)                                | 0.00   | 0.00           | (588.98)                   | (51,640.99)                        | 51,640.99                 |
| Beginning Net Assets - Unrestricted      | 0.00                    | 0.00                                | 0.00                                       | 0.00   | 0.00           | 0.00                       | 0.00                               | 0.00                      |
| Beginning Net Assets - Board Designated  | 0.00                    | 0.00                                | 0.00                                       | 0.00   | 0.00           | 0.00                       | 0.00                               | 0.00                      |
| Ending Net Assets                        | 0.00                    | (51,052.01)                         | (51,052.01)                                | 0.00   | 0.00           | (588.98)                   | (51,640.99)                        | 51,640.99                 |

Fresno Migrant Head Start  
Budget to Actual (331 Basic)  
Period Ending October-23

| Account Description              | Original Grant Budget | Current Period    | Current Mth         | Prior Mth         | Current vs Budget   | YTD                 | % Spent       | Encumbered       | YTD Actual +        |                       |
|----------------------------------|-----------------------|-------------------|---------------------|-------------------|---------------------|---------------------|---------------|------------------|---------------------|-----------------------|
|                                  |                       |                   | YTD                 | YTD               | YTD                 | Budget              |               |                  | Encumbered          | Budget Balance        |
| <b>REVENUES</b>                  |                       |                   |                     |                   |                     |                     |               |                  |                     |                       |
| 4110 GRANT INCOME-FEDERAL        | 5,789,431.00          | 653,215.62        | 1,251,115.98        | 597,900.36        | (195,042.52)        | 1,446,158.50        | 21.61%        | 43,317.77        | 1,294,433.75        | (4,494,997.25)        |
| 4130 GRANT INCOME-AREA           |                       | 0.00              |                     |                   | -                   |                     | 0.00%         | 0.00             | 0.00                | 0.00                  |
| 4210 DONATIONS                   |                       | 0.00              |                     |                   | -                   |                     | 0.00%         | 0.00             | 0.00                | 0.00                  |
| 4220 IN KIND CONTRIBUTIONS       | 800,744.00            | 213,445.96        | 213,445.96          | 0.00              | 13,425.96           | 200,020.00          | 26.66%        | 0.00             | 213,445.96          | (587,298.04)          |
| 4330- SALE OF ASSETS             |                       | 0.00              |                     |                   | -                   |                     | 0.00%         | 0.00             | 0.00                | 0.00                  |
| 4390 MISC INCOME                 |                       | 0.00              |                     |                   | -                   |                     | 0.00%         | 0.00             | 0.00                | 0.00                  |
| <b>TOTAL REVENUES</b>            | <b>6,590,175.00</b>   | <b>866,661.58</b> | <b>1,464,561.94</b> | <b>597,900.36</b> | <b>(181,616.56)</b> | <b>1,646,178.50</b> | <b>22.22%</b> | <b>43,317.77</b> | <b>1,507,879.71</b> | <b>(5,082,295.29)</b> |
| 5010 SALARIES & WAGES            | 6A 3,254,598.00       | 401,659.39        | 768,210.57          | 366,551.18        | (95,851.93)         | 864,062.50          | 23.60%        | 0.00             | 768,210.57          | (2,486,387.43)        |
| 5012- DIRECTOR'S SALARY          | 6A                    | 0.00              |                     |                   | -                   |                     | 0.00%         | 0.00             | 0.00                | 0.00                  |
| 5019- SALARIES & WAGES C19       | 6A                    | 0.00              |                     |                   | -                   |                     | 0.00%         | 0.00             | 0.00                | 0.00                  |
| 5020 ACCRUED VACATION PAY        | 6A 205,049.00         | 21,602.38         | 44,274.15           | 22,671.77         | (10,346.85)         | 54,621.00           | 21.59%        | 0.00             | 44,274.15           | (160,774.85)          |
| 5112 HEALTH INSURANCE            | 6B 241,714.00         | 23,382.92         | 45,014.12           | 21,631.20         | (20,826.88)         | 65,841.00           | 18.62%        | 0.00             | 45,014.12           | (196,699.88)          |
| 5114 WORKER'S COMPENSATION       | 6B 86,472.00          | 14,119.47         | 27,018.45           | 12,898.98         | 4,042.45            | 22,976.00           | 31.25%        | 0.00             | 27,018.45           | (59,453.55)           |
| 5115- Worker's Compensation C19  | 6B                    | 0.00              |                     |                   | -                   |                     | 0.00%         | 0.00             | 0.00                | 0.00                  |
| 5116 PENSION                     | 6B 203,235.00         | 25,044.34         | 47,772.07           | 22,727.73         | (7,155.93)          | 54,928.00           | 23.51%        | 0.00             | 47,772.07           | (155,462.93)          |
| 5117- Pension C19                | 6B                    | 0.00              |                     |                   | -                   |                     | 0.00%         | 0.00             | 0.00                | 0.00                  |
| 5121- FICA C19                   | 6B                    | 0.00              |                     |                   | -                   |                     | 0.00%         | 0.00             | 0.00                | 0.00                  |
| 5122 FICA                        | 6B 205,841.00         | 31,038.33         | 59,477.88           | 28,439.55         | 4,828.88            | 54,649.00           | 28.90%        | 0.00             | 59,477.88           | (146,363.12)          |
| 5124 SUI                         | 6B 41,590.00          | 390.39            | 559.06              | 168.67            | (11,184.94)         | 11,744.00           | 1.34%         | 0.00             | 559.06              | (41,030.94)           |
| 5125- DIRECTOR'S FRINGE          | 6B                    | 0.00              |                     |                   | -                   |                     | 0.00%         | 0.00             | 0.00                | 0.00                  |
| 5130 ACCRUED VACATION FRINGE     | 6B 13,139.00          | 1,651.80          | 3,386.21            | 1,734.41          | (111.79)            | 3,498.00            | 25.77%        | 0.00             | 3,386.21            | (9,752.79)            |
| 6714 STAFF TRAVEL-OUT OF AREA    | 6C                    | 0.00              |                     |                   | -                   |                     | 0.00%         | 0.00             | 0.00                | 0.00                  |
| 6722 PER DIEM - STAFF            | 6C                    | 0.00              |                     |                   | -                   |                     | 0.00%         | 0.00             | 0.00                | 0.00                  |
| 6221 EQUIPMENT OVER > \$5000     | 6D 48,000.00          | 6,967.47          | 34,407.80           | 27,440.33         | 22,407.80           | 12,000.00           | 71.68%        | 0.00             | 34,407.80           | (13,592.20)           |
| 6110 OFFICE SUPPLIES             | 6E 14,500.00          | 1,128.33          | 1,180.23            | 51.90             | (2,155.77)          | 3,336.00            | 8.14%         | 3,736.99         | 4,917.22            | (9,582.78)            |
| 6112 DATA PROCESSING SUPPLIES    | 6E 70,000.00          | 3,423.38          | 7,472.00            | 4,048.62          | (5,198.00)          | 12,670.00           | 10.67%        | 0.00             | 7,472.00            | (62,528.00)           |
| 6121 FOOD                        | 6E 10,500.00          | 2,041.02          | 2,041.02            | 0.00              | (1,456.98)          | 3,498.00            | 19.44%        | 0.00             | 2,041.02            | (8,458.98)            |
| 6122 KITCHEN SUPPLIES            | 6E 1,000.00           | 1,666.69          | 1,666.69            | 0.00              | 1,666.69            | 0.00                | 166.67%       | 1,117.14         | 2,783.83            | 1,783.83              |
| 6130 PROGRAM SUPPLIES            | 6E 73,696.00          | 10,132.29         | 20,208.49           | 10,076.20         | 2,930.49            | 17,278.00           | 27.42%        | 12,053.02        | 32,261.51           | (41,434.49)           |
| 6134 INSTRUCTIONAL SUPPLIES      | 6E 5,000.00           | 0.00              | 0.00                | 0.00              | (1,664.00)          | 1,664.00            | 0.00%         | 0.00             | 0.00                | (5,000.00)            |
| 6140 CUSTODIAL SUPPLIES          | 6E 15,000.00          | 4,218.95          | 4,319.00            | 100.05            | (431.00)            | 4,750.00            | 28.79%        | 0.00             | 4,319.00            | (10,681.00)           |
| 6142 LINEN/LAUNDRY               | 6E                    | 0.00              |                     |                   | -                   |                     | 0.00%         | 0.00             | 0.00                | 0.00                  |
| 6170 POSTAGE & SHIPPING          | 6E 750.00             | 65.41             | 125.64              | 60.23             | 1.64                | 124.00              | 16.75%        | 0.00             | 125.64              | (624.36)              |
| 6132 MEDICAL & DENTAL SUPPLIES   | 6H 12,500.00          | 1,101.87          | 2,136.33            | 1,034.46          | 2,136.33            | 0.00                | 17.09%        | 576.96           | 2,713.29            | (9,786.71)            |
| 6150 UNIFORM RENTAL/PURCHASE     | 6H                    | 0.00              |                     |                   | -                   |                     | 0.00%         | 0.00             | 0.00                | 0.00                  |
| 6180 EQUIPMENT RENTAL            | 6H 36,000.00          | 3,868.11          | 6,585.40            | 2,717.29          | 593.40              | 5,992.00            | 18.29%        | 0.00             | 6,585.40            | (29,414.60)           |
| 6181 EQUIPMENT MAINTENANCE       | 6H 25,000.00          | 2,999.88          | 2,999.88            | 0.00              | (1,170.12)          | 4,170.00            | 12.00%        | 0.00             | 2,999.88            | (22,000.12)           |
| 6212 EQUIPMENT PURCHASES < \$500 | 6H                    | 0.00              |                     |                   | -                   |                     | 0.00%         | 0.00             | 0.00                | 0.00                  |
| 6214 EQUIPMENT OVER > 500        | 6H                    | 0.00              |                     |                   | -                   |                     | 0.00%         | 0.00             | 0.00                | 0.00                  |
| 6216 EQUIPMENT OVER > \$1000     | 6H                    | 0.00              |                     |                   | -                   |                     | 0.00%         | 0.00             | 0.00                | 0.00                  |
| 6231 BUILDING RENOVATION         | 6H                    | 0.00              |                     |                   | -                   |                     | 0.00%         | 0.00             | 0.00                | 0.00                  |
| 6232 BUILDING IMPROVEMENTS       | 6H                    | 0.00              |                     |                   | -                   |                     | 0.00%         | 0.00             | 0.00                | 0.00                  |
| 6310 PRINTING & PUBLICATIONS     | 6H 5,000.00           | 0.00              | 0.00                | 0.00              | -                   | 0.00                | 0.00%         | 0.00             | 0.00                | (5,000.00)            |
| 6312 ADVERTISING & PROMOTION     | 6H                    | 0.00              |                     |                   | -                   |                     | 0.00%         | 0.00             | 0.00                | 0.00                  |
| 6320 TELEPHONE                   | 6H 150,000.00         | 8,078.46          | 20,297.73           | 12,219.27         | (4,704.27)          | 25,002.00           | 13.53%        | 0.00             | 20,297.73           | (129,702.27)          |
| 6410 RENT                        | 6H 83,202.00          | 8,219.28          | 16,433.56           | 8,214.28          | 2,562.56            | 13,871.00           | 19.75%        | 0.00             | 16,433.56           | (66,768.44)           |
| 6420 UTILITIES/ DISPOSAL         | 6H 75,000.00          | 11,419.43         | 12,847.32           | 1,427.89          | 347.32              | 12,500.00           | 17.13%        | 0.00             | 12,847.32           | (62,152.68)           |
| 6432 BUILDING REPAIRS/ MAINT     | 6H 200,000.00         | 2,827.52          | 4,112.34            | 1,284.82          | (29,223.66)         | 33,336.00           | 2.06%         | 0.00             | 4,112.34            | (195,887.66)          |
| 6433 GROUNDS MAINTENANCE         | 6H 42,000.00          | 2,994.14          | 4,274.15            | 1,280.01          | (2,725.85)          | 7,000.00            | 10.18%        | 2,525.00         | 6,799.15            | (35,200.85)           |
| 6436 PEST CONTROL                | 6H 7,500.00           | 658.59            | 1,317.18            | 658.59            | 67.18               | 1,250.00            | 17.56%        | 0.00             | 1,317.18            | (6,182.82)            |
| 6437 BURGLAR & FIRE ALARM        | 6H 6,500.00           | 240.62            | 377.92              | 137.30            | (1,039.08)          | 1,417.00            | 5.81%         | 0.00             | 377.92              | (6,122.08)            |
| 6440 PROPERTY INSURANCE          | 6H 13,795.00          | 1,154.20          | 1,154.20            | 0.00              | (1,188.80)          | 2,343.00            | 8.37%         | 0.00             | 1,154.20            | (12,640.80)           |
| 6520 CONSULTANTS                 | 6H 10,000.00          | 0.00              | 196.56              | 196.56            | (3,135.44)          | 3,332.00            | 1.97%         | 19,695.54        | 19,892.10           | 9,892.10              |
| 6522 CONSULTANT EXPENSES         | 6H 1,500.00           | 0.00              | 0.00                | 0.00              | (494.00)            | 494.00              | 0.00%         | 0.00             | 0.00                | (1,500.00)            |
| 6524 CONTRACTS                   | 6H 15,000.00          | 0.00              | 0.00                | 0.00              | (5,000.00)          | 5,000.00            | 0.00%         | 0.00             | 0.00                | (15,000.00)           |

Fresno Migrant Head Start  
 Budget to Actual (331 Basic)  
 Period Ending October-23

| Account Description                  | Original<br>Grant Budget | Current<br>Period   | Current Mth<br>YTD | Prior Mth<br>YTD    | Current vs Budget<br>YTD | YTD<br>Budget       | % Spent             | Encumbered    | YTD Actual +     |                     |                       |
|--------------------------------------|--------------------------|---------------------|--------------------|---------------------|--------------------------|---------------------|---------------------|---------------|------------------|---------------------|-----------------------|
|                                      |                          |                     |                    |                     |                          |                     |                     |               | Encumbered       | Budget Balance      |                       |
| 6530 LEGAL                           | 6H                       | 1,500.00            | 31.25              | 31.25               | 0.00                     | (268.75)            | 300.00              | 2.08%         | 0.00             | 31.25               | (1,468.75)            |
| 6540 CUSTODIAL SERVICES              | 6H                       | 4,776.00            | 398.00             | 796.00              | 398.00                   | -                   | 796.00              | 16.67%        | 0.00             | 796.00              | (3,980.00)            |
| 6555 MEDICAL SCREENING/DEAT/S        | 6H                       | 1,000.00            | 740.00             | 740.00              | 0.00                     | 740.00              | 0.00                | 74.00%        | 0.00             | 740.00              | (260.00)              |
| 6562 MEDICAL EXAM                    | 6H                       |                     | 0.00               |                     |                          | -                   |                     | 0.00%         |                  | 0.00                | 0.00                  |
| 6564 MEDICAL FOLLOW-UP               | 6H                       |                     | 0.00               |                     |                          | -                   |                     | 0.00%         |                  | 0.00                | 0.00                  |
| 6566 DENTAL EXAM                     | 6H                       |                     | 0.00               |                     |                          | -                   |                     | 0.00%         |                  | 0.00                | 0.00                  |
| 6568 DENTAL FOLLOW-UP                | 6H                       |                     | 0.00               |                     |                          | -                   |                     | 0.00%         |                  | 0.00                | 0.00                  |
| 6610 GAS & OIL                       | 6H                       | 15,000.00           | 1,230.70           | 1,998.26            | 767.56                   | (1,201.74)          | 3,200.00            | 13.32%        | 0.00             | 1,998.26            | (13,001.74)           |
| 6620 VEHICLE INSURANCE               | 6H                       | 20,000.00           | 2,175.93           | 2,175.93            | 0.00                     | (1,574.07)          | 3,750.00            | 10.88%        | 0.00             | 2,175.93            | (17,824.07)           |
| 6630 VEHICLE LICENSE AND FEES        | 6H                       | 2,500.00            | 0.00               |                     |                          | -                   |                     | 0.00%         |                  | 0.00                | (2,500.00)            |
| 6640 VEHICLE REPAIR & MAINTENANCE    | 6H                       | 25,000.00           | 82.90              | 1,217.73            | 1,134.83                 | (3,782.27)          | 5,000.00            | 4.87%         | 0.00             | 1,217.73            | (23,782.27)           |
| 6712 STAFF TRAVEL-LOCAL              | 6H                       | 15,000.00           | 1,110.03           | 1,296.05            | 186.02                   | (3,699.95)          | 4,996.00            | 8.64%         | 0.00             | 1,296.05            | (13,703.95)           |
| 6724 PER DIEM - PARENT               | 6H                       |                     | 0.00               |                     |                          | -                   |                     | 0.00%         |                  | 0.00                | 0.00                  |
| 6730 VOLUNTEER TRAVEL                | 6H                       |                     | 0.00               |                     |                          | -                   |                     | 0.00%         |                  | 0.00                | 0.00                  |
| 6742 TRAINING - STAFF                | 6H                       |                     | 427.50             | 427.50              |                          | 427.50              | 0.00                | 0.00%         | 0.00             | 427.50              | 427.50                |
| 6744 TRAINING - VOLUNTEER            | 6H                       |                     | 0.00               |                     |                          | -                   |                     | 0.00%         |                  | 0.00                | 0.00                  |
| 6745 TRAINING - PARTICIPANTS/CLIENTS | 6H                       |                     | 0.00               |                     |                          | -                   |                     | 0.00%         |                  | 0.00                | 0.00                  |
| 6746 TRAINING - PARENT               | 6H                       |                     | 0.00               |                     |                          | -                   |                     | 0.00%         |                  | 0.00                | 0.00                  |
| 6748 EDUCATION REIMBURSEMENT         | 6H                       | 10,000.00           | 0.00               | 0.00                | 0.00                     | -                   | 0.00                | 0.00%         | 0.00             | 0.00                | (10,000.00)           |
| 6750 FIELD TRIPS                     | 6H                       |                     | 0.00               |                     |                          | -                   |                     | 0.00%         |                  | 0.00                | 0.00                  |
| 6820 INTEREST EXPENSE                | 6H                       |                     | 0.00               |                     |                          | -                   |                     | 0.00%         |                  | 0.00                | 0.00                  |
| 6832 LIABILITY INSURANCE             | 6H                       | 504.00              | 78.56              | 78.56               | 0.00                     | (5.44)              | 84.00               | 15.59%        | 0.00             | 78.56               | (425.44)              |
| 6834 STUDENT ACTIVITY INSURAN        | 6H                       | 1,074.00            | 358.50             | 358.50              | 0.00                     | 0.50                | 358.00              | 33.38%        | 0.00             | 358.50              | (715.50)              |
| 6840 PROPERTY TAXES                  | 6H                       | 5,800.00            | 0.00               | 0.00                | 0.00                     | -                   | 0.00                | 0.00%         | 0.00             | 0.00                | (5,800.00)            |
| 6850 FEES & LICENSES                 | 6H                       | 22,000.00           | 150.00             | 150.00              | 0.00                     | (3,416.00)          | 3,566.00            | 0.68%         | 0.00             | 150.00              | (21,850.00)           |
| 6851 CPR FEES                        | 6H                       |                     | 0.00               |                     |                          | -                   |                     | 0.00%         |                  | 0.00                | 0.00                  |
| 6852 FINGER PRINTING                 | 6H                       | 3,800.00            | 74.00              | 74.75               | 0.75                     | 74.75               | 0.00                | 1.97%         | 0.00             | 74.75               | (3,725.25)            |
| 6860 DEPRECIATION EXPENSE            | 6H                       |                     | 0.00               |                     |                          | -                   |                     | 0.00%         |                  | 0.00                | 0.00                  |
| 6870 EMPLOYEE RECOGNITION            | 6H                       |                     | 0.00               |                     |                          | -                   |                     | 0.00%         |                  | 0.00                | 0.00                  |
| 6875- EMPLOYEE HEALTH & WELFARE      | 6H                       | 6,375.00            | 0.00               | 0.00                | 0.00                     | -                   | 0.00                | 0.00%         | 0.00             | 0.00                | (6,375.00)            |
| 6892 CASH SHORT/OVER                 | 6H                       |                     | 0.00               |                     |                          | -                   |                     | 0.00%         |                  | 0.00                | 0.00                  |
| 7110 PARENT ACTIVITIES               | 6H                       | 1,450.00            | 103.88             | 103.88              | 0.00                     | (476.12)            | 580.00              | 7.16%         | 0.00             | 103.88              | (1,346.12)            |
| 7111- PARENT MILEAGE                 | 6H                       |                     | 0.00               |                     |                          | -                   |                     | 0.00%         |                  | 0.00                | 0.00                  |
| 7112 PARENT INVOLVEMENT              | 6H                       |                     | 46.34              | 46.34               |                          | 46.34               | 0.00                | 0.00%         | 0.00             | 46.34               | 46.34                 |
| 7114 PC ALLOWANCE                    | 6H                       | 1,680.00            | 210.00             | 270.00              | 60.00                    | (290.00)            | 560.00              | 16.07%        | 0.00             | 270.00              | (1,410.00)            |
| 7116 PC FOOD                         | 6H                       |                     | 0.00               |                     |                          | -                   |                     | 0.00%         |                  | 0.00                | 0.00                  |
| 8110 INKIND SALARIES                 |                          | 581,122.00          | 185,528.80         | 185,528.80          | 0.00                     | 27,938.80           | 157,590.00          | 31.93%        | 0.00             | 185,528.80          | (395,593.20)          |
| 8120 INKIND RENT                     |                          | 217,266.00          | 27,917.16          | 27,917.16           | 0.00                     | (13,923.84)         | 41,841.00           | 12.85%        | 0.00             | 27,917.16           | (189,348.84)          |
| 8130 INKIND OTHER                    |                          | 2,356.00            | 0.00               | -                   | 0.00                     | (589.00)            | 589.00              | 0.00%         | 0.00             | 0.00                | (2,356.00)            |
| 9010 INDIRECT EXPENSE                | 6J                       | 478,891.00          | 53,903.37          | 101,485.28          | 47,581.91                | (18,136.72)         | 119,622.00          | 21.19%        | 3,613.12         | 105,098.40          | (373,792.60)          |
| <b>TOTAL EXPENSES</b>                |                          | <b>6,590,175.00</b> | <b>866,661.58</b>  | <b>1,464,561.94</b> | <b>597,900.36</b>        | <b>(181,616.56)</b> | <b>1,646,178.50</b> | <b>22.22%</b> | <b>43,317.77</b> | <b>1,507,879.71</b> | <b>(5,082,295.29)</b> |

**CHANGE IN NET ASSETS**

|  |              |      |           |              |              |              |      |      |      |                |              |
|--|--------------|------|-----------|--------------|--------------|--------------|------|------|------|----------------|--------------|
|  | -            | 0.00 | 0.00      | 0.00         | 0.00         | 0.00         | 0.00 | 0.00 | 0.00 | 0.00           | 0.00         |
|  |              |      |           |              | TOTAL YTD    | 9.1%         |      |      |      | Administrative |              |
|  |              |      |           |              | INDIRECT EXP | INDIRECT EXP |      |      |      | YTD Expense    | 1,254,179.61 |
|  | 5,789,431.00 |      | Prior Mth | 522,878.12   | 47,581.91    |              | 0.00 |      |      | YTD Inkind     | 213,445.96   |
|  | 800,744.00   |      | Curr Mth  | 1,115,222.90 | 101,485.28   |              | 0.00 |      |      |                | 1,467,625.57 |
|  | 6,590,175.00 |      |           |              |              |              |      |      |      | YTD Admin      | 112,969.00   |
|  |              |      |           |              |              |              |      |      |      | YTD %          | 7.70%        |

**Madera Regional Head Start**  
**Budget to Actual**  
**As of October 31, 2023**

| Account                               | Grant               | Current           | Current Mth         | Prior Mth           | Current vs Budget   | YTD                 |            |                   |                     |                     |
|---------------------------------------|---------------------|-------------------|---------------------|---------------------|---------------------|---------------------|------------|-------------------|---------------------|---------------------|
| Description                           | Budget              | Period            | YTD                 | YTD                 | YTD                 | Budget              | % Spent    | YTD Encumbered    | Actual + Encumbered | Balance             |
| Revenues                              |                     |                   |                     |                     |                     |                     |            |                   |                     |                     |
| 4110- GRANT INCOME-FEDERAL            | \$ 4,522,453        | 340,161.83        | 1,571,741.53        | 1,231,579.70        | (169,218.84)        | 1,740,960.37        | 38%        | 129,320.90        | 1,701,062.43        | 2,821,390.57        |
| 4210- DONATIONS                       | -                   | -                 | -                   | -                   | -                   | -                   | 0%         | -                 | -                   | -                   |
| 4220- IN KIND CONTRIBUTIONS           | \$ 1,065,680        | 64,301.05         | 236,364.76          | 172,063.71          | (173,876.24)        | 410,241.00          | 22%        | -                 | 236,364.76          | 829,315.24          |
| 4330- SALE OF ASSETS                  | -                   | -                 | -                   | -                   | -                   | -                   | 0%         | -                 | -                   | -                   |
| 4350- RENTAL INCOME                   | -                   | -                 | -                   | -                   | -                   | -                   | 0%         | -                 | -                   | -                   |
| 4390- MISC INCOME                     | -                   | -                 | -                   | -                   | -                   | -                   | 0%         | -                 | -                   | -                   |
| Total Revenues                        | <b>\$ 5,588,133</b> | <b>404,462.88</b> | <b>1,808,106.29</b> | <b>1,403,643.41</b> | <b>(343,095.08)</b> | <b>2,151,201.37</b> | <b>32%</b> | <b>129,320.90</b> | <b>1,937,427.19</b> | <b>3,650,705.81</b> |
| 5010 SALARIES & WAGES                 | \$ 1,881,822        | 181,023.29        | 780,555.58          | 599,532.29          | 121,560.42          | 658,995.16          | 41%        | -                 | 780,555.58          | 1,101,266.42        |
| 5019- SALARIES & WAGES C19            | -                   | -                 | -                   | -                   | -                   | -                   | 0%         | -                 | -                   | -                   |
| 5020 ACCRUED VACATION PAY             | \$ 165,044          | 6,361.04          | 40,362.22           | 34,001.18           | (14,588.66)         | 54,950.88           | 24%        | -                 | 40,362.22           | 124,681.78          |
| 5112 HEALTH INSURANCE                 | \$ 243,590          | 8,354.27          | 54,481.57           | 46,127.30           | (24,467.43)         | 78,949.00           | 22%        | -                 | 54,481.57           | 189,108.43          |
| 5114 WORKER'S COMPENSATION            | \$ 60,743           | 8,811.58          | 15,489.35           | 6,677.77            | (5,697.72)          | 21,187.07           | 25%        | -                 | 15,489.35           | 45,253.65           |
| 5115- Worker's Compensation C19       | -                   | -                 | -                   | -                   | -                   | -                   | 0%         | -                 | -                   | -                   |
| 5116 PENSION                          | \$ 116,609          | 7,881.97          | 33,922.23           | 26,040.26           | (6,619.83)          | 40,542.06           | 29%        | -                 | 33,922.23           | 82,686.77           |
| 5117- Pension C19                     | -                   | -                 | -                   | -                   | -                   | -                   | 0%         | -                 | -                   | -                   |
| 5121- FICA C19                        | -                   | -                 | -                   | -                   | -                   | -                   | 0%         | -                 | -                   | -                   |
| 5122 FICA                             | \$ 145,245          | 13,942.12         | 59,748.13           | 45,806.01           | 8,884.81            | 50,863.32           | 41%        | -                 | 59,748.13           | 85,496.87           |
| 5123- SUI C19                         | -                   | -                 | -                   | -                   | -                   | -                   | 0%         | -                 | -                   | -                   |
| 5124 SUI                              | \$ 30,608           | 107.28            | 1,891.25            | 1,783.97            | (8,333.75)          | 10,225.00           | 6%         | -                 | 1,891.25            | 28,716.75           |
| 5130 ACCRUED VACATION FRINGE          | \$ 12,802           | 485.40            | 3,072.84            | 2,587.44            | (1,186.93)          | 4,259.77            | 24%        | -                 | 3,072.84            | 9,729.16            |
| 6110 OFFICE SUPPLIES                  | \$ 32,172           | (127.16)          | 4,720.40            | 4,847.56            | (7,137.60)          | 11,858.00           | 24%        | 2,847.27          | 7,567.67            | 24,604.33           |
| 6112 DATA PROCESSING                  | \$ 85,000           | 2,307.45          | 14,650.42           | 12,342.97           | (16,547.58)         | 31,198.00           | 18%        | 559.36            | 15,209.78           | 69,790.22           |
| 6121 FOOD                             | \$ 20,000           | 718.67            | 718.67              | -                   | (3,781.33)          | 4,500.00            | 4%         | -                 | 718.67              | 19,281.33           |
| 6122 KITCHEN SUPPLIES                 | -                   | -                 | -                   | -                   | (1,500.00)          | 1,500.00            | 0%         | -                 | -                   | -                   |
| 6130 PROGRAM SUPPLIES                 | \$ 100,000          | 5,052.96          | 22,052.48           | 16,999.52           | (10,656.52)         | 32,709.00           | 26%        | 4,222.87          | 26,275.35           | 73,724.65           |
| 6132 MEDICAL & DENTAL SUPPLIES        | \$ 11,349           | 469.34            | 643.07              | 173.73              | (2,760.93)          | 3,404.00            | 13%        | 864.29            | 1,507.36            | 9,841.64            |
| 6134 INSTRUCTIONAL SUPPLIES           | \$ 22,000           | 979.17            | 8,880.04            | 7,900.87            | 1,412.04            | 7,468.00            | 53%        | 2,779.28          | 11,659.32           | 10,340.68           |
| 6140 CUSTODIAL SUPPLIES               | \$ 30,000           | 6,955.66          | 11,803.97           | 4,848.31            | 1,943.97            | 9,860.00            | 39%        | -                 | 11,803.97           | 18,196.03           |
| 6142 LINEN/LAUNDRY                    | -                   | -                 | -                   | -                   | -                   | -                   | 0%         | -                 | -                   | -                   |
| 6150 UNIFORM RENTAL/PURCHASE          | \$ 300              | -                 | -                   | -                   | (300.00)            | 300.00              | 0%         | -                 | -                   | 300.00              |
| 6170 POSTAGE & SHIPPING               | \$ 900              | 206.56            | 375.22              | 168.66              | 0.22                | 375.00              | 42%        | -                 | 375.22              | 524.78              |
| 6180 EQUIPMENT RENTAL                 | \$ 25,000           | 2,299.60          | 10,755.69           | 8,456.09            | 2,520.69            | 8,235.00            | 43%        | -                 | 10,755.69           | 14,244.31           |
| 6181 EQUIPMENT MAINTENANCE            | \$ 18,000           | 2,333.23          | 6,447.75            | 4,114.52            | 879.75              | 5,568.00            | 36%        | -                 | 6,447.75            | 11,552.25           |
| <b>6221 EQUIPMENT OVER &gt;\$5000</b> | \$ 164,000          | 6,967.47          | 66,785.38           | 59,817.91           | (97,214.62)         | 164,000.00          | 85%        | 72,028.83         | 138,814.21          | 25,185.79           |
| <b>6231- BUILDING RENOVATION</b>      | -                   | -                 | -                   | -                   | -                   | -                   | 0%         | -                 | -                   | -                   |
| 6310 PRINTING & PUBLICATIONS          | \$ 5,000            | (576.89)          | 10,513.11           | 11,090.00           | 8,013.11            | 2,500.00            | 210%       | -                 | 10,513.11           | (5,513.11)          |
| 6312 ADVERTISING & PROMOTION          | \$ 3,000            | -                 | -                   | -                   | (1,200.00)          | 1,200.00            | 0%         | -                 | -                   | 3,000.00            |
| 6320 TELEPHONE                        | \$ 150,000          | 6,579.39          | 59,481.92           | 52,902.53           | (3,003.08)          | 62,485.00           | 40%        | -                 | 59,481.92           | 90,518.08           |
| 6410 RENT                             | \$ 250,000          | 13,268.77         | 85,184.87           | 71,916.10           | (18,982.13)         | 104,167.00          | 34%        | -                 | 85,184.87           | 164,815.13          |
| 6420 UTILITIES/ DISPOSAL              | \$ 120,000          | 9,078.35          | 45,156.11           | 36,077.76           | (4,843.89)          | 50,000.00           | 38%        | -                 | 45,156.11           | 74,843.89           |
| 6432 BUILDING REPAIRS/ MAINTEN        | \$ 156,000          | 1,153.03          | 13,676.56           | 12,523.53           | (51,323.44)         | 65,000.00           | 21%        | 19,255.00         | 32,931.56           | 123,068.44          |
| 6433 GROUNDS MAINTENANCE              | \$ 30,000           | 3,947.10          | 17,358.19           | 13,411.09           | 4,858.19            | 12,500.00           | 58%        | -                 | 17,358.19           | 12,641.81           |
| 6435 BUILDING IMPROVEMENTS            | -                   | -                 | -                   | -                   | -                   | -                   | 0%         | -                 | -                   | -                   |
| 6436 PEST CONTROL                     | \$ 7,700            | 325.76            | 2,978.79            | 2,653.03            | (229.36)            | 3,208.15            | 39%        | -                 | 2,978.79            | 4,721.21            |
| 6437 BURGLAR & FIRE ALARM             | \$ 4,000            | 1,438.95          | 2,329.37            | 890.42              | 503.87              | 1,825.50            | 58%        | -                 | 2,329.37            | 1,670.63            |
| 6440 PROPERTY INSURANCE               | \$ 10,020           | 2,599.75          | 3,771.71            | 1,171.96            | (403.29)            | 4,175.00            | 38%        | -                 | 3,771.71            | 6,248.29            |
| 6520 CONSULTANTS                      | -                   | 327.08            | 2,023.06            | 1,695.98            | 2,023.06            | -                   | 0%         | 15,947.38         | 17,970.44           | (17,970.44)         |
| 6522 CONSULTANT EXPENSES              | -                   | -                 | -                   | -                   | -                   | -                   | 0%         | -                 | -                   | -                   |
| 6524 CONTRACTS                        | \$ 63,400           | -                 | 2,075.04            | 2,075.04            | 2,075.04            | -                   | 3%         | -                 | 2,075.04            | 61,324.96           |
| 6530 LEGAL                            | \$ 10,000           | 2,472.50          | 3,410.00            | 937.50              | (590.00)            | 4,000.00            | 34%        | -                 | 3,410.00            | 6,590.00            |
| 6540 CUSTODIAL SERVICES               | \$ 22,000           | 839.99            | 4,306.00            | 3,466.01            | (4,860.65)          | 9,166.65            | 20%        | -                 | 4,306.00            | 17,694.00           |
| 6555 MEDICAL SCREENING/DEAT/ST        | \$ 4,000            | 1,140.00          | 2,645.00            | 1,505.00            | 545.00              | 2,100.00            | 66%        | -                 | 2,645.00            | 1,355.00            |
| 6562 MEDICAL EXAM                     | -                   | -                 | -                   | -                   | -                   | -                   | 0%         | -                 | -                   | -                   |
| 6564 MEDICAL FOLLOW-UP                | -                   | -                 | -                   | -                   | -                   | -                   | 0%         | -                 | -                   | -                   |

**Madera Regional Head Start**  
**Budget to Actual**  
**As of October 31, 2023**

| Account   | Grant               | Current           | Current Mth         | Prior Mth           | Current vs Budget   | YTD                 |            |                   |                     |                     |
|---|---------------------|-------------------|---------------------|---------------------|---------------------|---------------------|------------|-------------------|---------------------|---------------------|
| Description                                     | Budget              | Period            | YTD                 | YTD                 | YTD                 | Budget              | % Spent    | YTD Encumbered    | Actual + Encumbered | Balance             |
| 6566 DENTAL EXAM                                |                     | -                 |                     |                     | -                   |                     | 0%         |                   |                     |                     |
| 6568 DENTAL FOLLOW-UP                           |                     | -                 |                     |                     | -                   |                     | 0%         |                   |                     |                     |
| 6610 GAS & OIL                                  | \$ 10,000           | 1,434.63          | 6,008.58            | 4,573.95            | 1,843.58            | 4,165.00            | 60%        | -                 | 6,008.58            | 3,991.42            |
| 6620 VEHICLE INSURANCE                          | \$ 17,000           | 4,978.53          | 6,638.04            | 1,659.51            | (446.96)            | 7,085.00            | 39%        | -                 | 6,638.04            | 10,361.96           |
| 6640 VEHICLE REPAIR & MAINTENA                  | \$ 18,000           | 2,404.15          | 4,731.87            | 2,327.72            | (2,768.13)          | 7,500.00            | 26%        | -                 | 4,731.87            | 13,268.13           |
| 6712 STAFF TRAVEL-LOCAL                         | \$ 7,500            | 89.37             | 809.63              | 720.26              | (1,555.37)          | 2,365.00            | 11%        | -                 | 809.63              | 6,690.37            |
| 6714 STAFF TRAVEL-OUT OF AREA                   | \$ 16,580           | -                 | -                   | -                   | (8,290.00)          | 8,290.00            | 0%         | -                 | -                   | 16,580.00           |
| 6722 PER DIEM - STAFF                           | \$ 1,680            | -                 | -                   | -                   | (840.00)            | 840.00              | 0%         | -                 | -                   | 1,680.00            |
| 6724 PER DIEM - PARENT                          |                     | -                 |                     |                     | -                   |                     | 0%         |                   |                     |                     |
| 6730 VOLUNTEER TRAVEL                           |                     | -                 |                     |                     | -                   |                     | 0%         |                   |                     |                     |
| 6742 TRAINING - STAFF                           | \$ 22,000           | 4,125.00          | 4,125.00            | -                   | (3,875.00)          | 8,000.00            | 19%        | 30.00             | 4,155.00            | 17,845.00           |
| 6744 TRAINING VOLUNTEERS                        |                     | -                 |                     |                     | -                   |                     | 0%         |                   |                     |                     |
| 6746 TRAINING PARENTS                           |                     | -                 |                     |                     | -                   |                     | 0%         |                   |                     |                     |
| 6748 EDUCATION REIMBURSEMENT                    | \$ 20,000           | -                 | -                   | -                   | (20,000.00)         | 20,000.00           | 0%         | -                 | -                   | 20,000.00           |
| 6750 FIELD TRIPS                                | \$ 2,800            | -                 | -                   | -                   | (2,800.00)          | 2,800.00            | 0%         | -                 | -                   | 2,800.00            |
| 6810 BANK CHARGES                               |                     | -                 |                     |                     | -                   |                     | 0%         |                   |                     |                     |
| <b>6820 INTEREST CHARGES</b>                    |                     | -                 |                     |                     | -                   |                     | 0%         |                   |                     |                     |
| 6832 LIABILITY INSURANCE                        | \$ 360              | 112.24            | 139.04              | 26.80               | (10.96)             | 150.00              | 39%        | -                 | 139.04              | 220.96              |
| 6834 STUDENT ACTIVITY INSURANC                  | \$ 2,230            | 785.27            | 1,012.72            | 227.45              | 343.72              | 669.00              | 45%        | -                 | 1,012.72            | 1,217.28            |
| 6840 PROPERTY TAXES                             | \$ 42               | -                 | -                   | -                   | (42.00)             | 42.00               | 0%         | -                 | -                   | 42.00               |
| 6850 FEES & LICENSES                            | \$ 10,000           | 540.56            | 28,245.41           | 27,704.85           | 24,080.41           | 4,165.00            | 282%       | -                 | 28,245.41           | (18,245.41)         |
| 6851 CPR FEES                                   |                     | -                 |                     |                     | -                   |                     | 0%         |                   |                     |                     |
| 6852 FINGER PRINTING                            | \$ 2,000            | 3.00              | 542.50              | 539.50              | (457.50)            | 1,000.00            | 27%        | -                 | 542.50              | 1,457.50            |
| <b>6860 DEPRECIATION EXPENSE</b>                |                     | -                 |                     |                     | -                   |                     | 0%         |                   |                     |                     |
| 6870 EMPLOYEE RECOGNITION                       |                     | -                 |                     |                     | -                   |                     | 0%         |                   |                     |                     |
| 6875- EMPLOYEE HEALTH & WELFARE COSTS           | \$ 15,000           | 131.18            | 1,162.85            | 1,031.67            | (13,837.15)         | 15,000.00           | 8%         | -                 | 1,162.85            | 13,837.15           |
| 6880 VOLUNTEER RECONGNITION                     |                     | -                 |                     |                     | -                   |                     | 0%         |                   |                     |                     |
| 6892 CASH SHORT / OVER                          |                     | -                 |                     |                     | -                   |                     | 0%         |                   |                     |                     |
| 7110 PARENT ACTIVITIES                          |                     | -                 |                     |                     | -                   |                     | 0%         |                   |                     |                     |
| 7111 PARENT MILEAGE                             | \$ 550              | -                 | -                   | -                   | (220.00)            | 220.00              | 0%         | -                 | -                   | 550.00              |
| 7112 PARENT INVOLVEMENT                         | \$ 9,120            | -                 | (5.64)              | (5.64)              | (2,741.64)          | 2,736.00            | 0%         | -                 | (5.64)              | 9,125.64            |
| 7114 PPC ALLOWANCE                              |                     | 42.57             | 537.57              | 495.00              | (587.43)            | 1,125.00            | 0%         | -                 | 537.57              | (537.57)            |
| 7115 PPC FOOD ALLOWANCE                         |                     | -                 |                     |                     | -                   |                     | 0%         |                   |                     |                     |
| 7116 POLICY COUN. FOOD ALLOWAN                  | \$ 3,750            | -                 |                     |                     | -                   |                     | 0%         |                   |                     | 3,750.00            |
| <b>8110 IN KIND SALARIES</b>                    | \$ 60,628           | 125,223.69        | 138,019.64          | 12,795.95           | 114,681.64          | 23,338.00           | 228%       | -                 | 138,019.64          | (77,391.64)         |
| <b>8120 IN KIND RENT</b>                        | \$ 318,251          | 39,428.36         | 98,345.12           | 58,916.76           | (24,167.88)         | 122,513.00          | 31%        | -                 | 98,345.12           | 219,905.88          |
| <b>8130 IN KIND - STATE</b>                     | \$ 686,801          | (100,351.00)      | -                   | 100,351.00          | (264,390.00)        | 264,390.00          | 0%         | -                 | -                   | 686,801.00          |
| <b>9010 INDIRECT COST ALLOCATION</b>            | \$ 363,537          | 27,791.65         | 125,527.97          | 97,736.32           | (6,005.84)          | 131,533.81          | 37%        | 10,786.62         | 136,314.59          | 227,222.41          |
| <b>Total Expenses</b>                           | <b>\$ 5,588,133</b> | <b>404,462.88</b> | <b>1,808,106.29</b> | <b>1,403,643.41</b> | <b>(343,095.08)</b> | <b>2,151,201.37</b> | <b>35%</b> | <b>129,320.90</b> | <b>1,937,427.19</b> | <b>3,650,705.81</b> |
| <b>Excess Revenue Over (Under) Expenditures</b> | <b>\$ -</b>         | <b>-</b>          | <b>-</b>            | <b>-</b>            | <b>-</b>            | <b>-</b>            | <b>-</b>   | <b>-</b>          | <b>-</b>            | <b>-</b>            |
|   |                     | 305,402.71        | 1,379,428.18        | 1,074,025.47        |                     |                     |            |                   |                     |                     |
|   |                     | 27,791.65         | 125,527.96          | 97,736.32           |                     | 9.10%               |            |                   |                     |                     |
|   |                     |                   |                     |                     |                     |                     |            |                   |                     |                     |

|                         |              |
|-------------------------|--------------|
| ADMINISTRATIVE EXPENSES | \$208,054.92 |
| PERCENT ADMINISTRATIVE  | 11.38%       |
| LIMIT IS 15%            |              |

**YTD Contract % 40.34%**

State Migrant Full-Day Program - Basic Program

For the Period Ending

10/31/2023

Start Date 7/1/2023

Current Mnth 4

40.00%

| Account               | Description                   | Budget         | MTD              | Current Actual YTD | Previous Actual YTD | YTD Budget     | % Spent       | Encumbered | Actual + Encumb   | Budget Balance    |
|-----------------------|-------------------------------|----------------|------------------|--------------------|---------------------|----------------|---------------|------------|-------------------|-------------------|
| <b>REVENUES</b>       |                               |                |                  |                    |                     |                |               |            |                   |                   |
| 4120                  | GRANT INCOME-STATE            | 838,279        | 83,939.83        | 354,969.12         | 271,029.29          | 279,426        | 42.34%        | -          | 354,969.12        | 483,309.88        |
| 4220                  | IN KIND CONTRIBUTIONS         | -              | -                | -                  | -                   | -              | -             | -          | -                 | -                 |
| 4315                  | CHILD CRE REVENUE-STATE       | -              | -                | -                  | -                   | -              | -             | -          | -                 | -                 |
| 4350                  | RENTAL INCOME                 | -              | -                | -                  | -                   | -              | -             | -          | -                 | -                 |
| <b>TOTAL REVENUES</b> |                               | <b>838,279</b> | <b>83,939.83</b> | <b>354,969.12</b>  | <b>271,029.29</b>   | <b>279,426</b> | <b>42.34%</b> | <b>-</b>   | <b>354,969.12</b> | <b>483,309.88</b> |
| <b>EXPENDITURES</b>   |                               |                |                  |                    |                     |                |               |            |                   |                   |
| 5010                  | SALARIES & WAGES              | 540,477        | 57,742.92        | 236,216.86         | 178,473.94          | 180,159        | 43.71%        | -          | 236,216.86        | 304,260.14        |
| 5020                  | ACCRUED VACATION PAY          | 34,500         | 2,314.59         | 13,748.01          | 11,433.42           | 11,500         | 39.85%        | -          | 13,748.01         | 20,751.99         |
| 5112                  | HEALTH INSURANCE              | 65,455         | 5,322.60         | 26,577.34          | 21,254.74           | 21,818         | 40.60%        | -          | 26,577.34         | 38,877.66         |
| 5114                  | WORKER'S COMPENSATION         | 21,205         | 2,215.33         | 8,672.27           | 6,456.94            | 7,068          | 40.90%        | -          | 8,672.27          | 12,532.73         |
| 5116                  | PENSION                       | 30,949         | 2,473.16         | 11,427.75          | 8,954.59            | 10,316         | 36.92%        | -          | 11,427.75         | 19,521.25         |
| 5122                  | FICA                          | 41,486         | 4,354.68         | 17,793.51          | 13,438.83           | 13,829         | 42.89%        | -          | 17,793.51         | 23,692.49         |
| 5124                  | SUI                           | 5,751          | 133.45           | 802.52             | 669.07              | 1,917          | 13.95%        | -          | 802.52            | 4,948.48          |
| 5130                  | ACCRUED VACATION FRINGE       | 3,000          | 177.07           | 1,051.71           | 874.64              | 1,000          | 35.06%        | -          | 1,051.71          | 1,948.29          |
| 6110                  | OFFICE SUPPLIES               | -              | -                | -                  | -                   | -              | -             | -          | -                 | -                 |
| 6112                  | DATA PROCESSING SUPPLIES      | -              | -                | -                  | -                   | -              | -             | -          | -                 | -                 |
| 6121                  | FOOD                          | -              | -                | -                  | -                   | -              | -             | -          | -                 | -                 |
| 6122                  | KITCHEN SUPPLIES              | -              | -                | -                  | -                   | -              | -             | -          | -                 | -                 |
| 6130                  | PROGRAM SUPPLIES              | 7,237          | -                | -                  | -                   | 2,412          | 0.00%         | -          | -                 | 7,237.00          |
| 6132                  | MEDICAL & DENTAL SUPPLIES     | -              | -                | -                  | -                   | -              | -             | -          | -                 | -                 |
| 6134                  | INSTRUCTIONAL SUPPLIES        | 4,125          | -                | -                  | -                   | 1,375          | -             | -          | -                 | 4,125.00          |
| 6140                  | CUSTODIAL SUPPLIES            | 6,188          | 1,492.42         | 4,928.03           | 3,435.61            | 2,063          | 79.64%        | -          | 4,928.03          | 1,259.97          |
| 6142                  | LINEN/LAUNDRY                 | -              | -                | -                  | -                   | -              | -             | -          | -                 | -                 |
| 6143                  | FURNISHINGS                   | -              | -                | -                  | -                   | -              | -             | -          | -                 | -                 |
| 6150                  | UNIFORM RENTAL/PURCHASE       | -              | -                | -                  | -                   | -              | -             | -          | -                 | -                 |
| 6170                  | POSTAGE & SHIPPING            | -              | -                | -                  | -                   | -              | -             | -          | -                 | -                 |
| 6320                  | TELEPHONE                     | -              | -                | -                  | -                   | -              | -             | -          | -                 | -                 |
| 6410                  | RENT                          | -              | -                | -                  | -                   | -              | -             | -          | -                 | -                 |
| 6420                  | UTILITIES/ DISPOSAL           | -              | -                | -                  | -                   | -              | -             | -          | -                 | -                 |
| 6432                  | BUILDING REPAIRS/ MAINTENANCE | -              | -                | -                  | -                   | -              | -             | -          | -                 | -                 |
| 6433                  | GROUPS MAINTENANCE            | -              | -                | -                  | -                   | -              | -             | -          | -                 | -                 |
| 6540                  | CUSTODIAL SERVICES            | 7,985          | 712.22           | 4,143.25           | 3,431.03            | 2,662          | 51.89%        | -          | 4,143.25          | 3,841.75          |
| 6610                  | GAS & OIL                     | -              | -                | -                  | -                   | -              | -             | -          | -                 | -                 |
| 6620                  | VEHICLE INSURANCE             | -              | -                | -                  | -                   | -              | -             | -          | -                 | -                 |
| 6630                  | VEHICLE LICENSE & FEES        | -              | -                | -                  | -                   | -              | -             | -          | -                 | -                 |
| 6640                  | VEHICLE REPAIR & MAINTENANCE  | -              | -                | -                  | -                   | -              | -             | -          | -                 | -                 |
| 9010                  | INDIRECT COST ALLOCATION      | 69,921         | 7,001.39         | 29,607.87          | 22,606.48           | 23,307         | 42.34%        | -          | 29,607.87         | 40,313.13         |
| Total Expenses        |                               | <b>838,279</b> | <b>83,939.83</b> | <b>354,969.12</b>  | <b>271,029.29</b>   | <b>279,426</b> | <b>42.34%</b> | <b>-</b>   | <b>354,969.12</b> | <b>483,309.88</b> |
|                       |                               |                |                  |                    |                     |                |               |            | 42.34%            |                   |

|                        |
|------------------------|
| In Direct Calc. @ 9.1% |
| 29,607.87              |
| 29,607.87 Total        |

Madera Migrant Head Start  
Budget to Actual

For the Period Ending 10/31/2023

Start Date 3/1/2023  
Current Mnth 8.00  
68%

| Account             | Description                      | Budget           | Current<br>PTD    | Current<br>Actual YTD | Previous<br>Actual YTD | YTD Budget        | % Spent    | Encumbered       | Actual + Encumb     | Budget Balance      |
|---------------------|----------------------------------|------------------|-------------------|-----------------------|------------------------|-------------------|------------|------------------|---------------------|---------------------|
| <b>REVENUES</b>     |                                  |                  |                   |                       |                        |                   |            |                  |                     |                     |
| 4110                | GRANT INCOME-                    | 6,158,497        | 645,564.83        | 3,474,030.06          | 2,828,465.23           | 33,502,222        | 56%        | 34,489.46        | 3,508,519.52        | 2,649,977.48        |
| 4220                | IN KIND CONTRIBUTIONS            | 409,729          | 66,191.41         | 480,465.70            | 414,274.29             | 2,228,926         | 117%       | -                | 480,465.70          | (70,736.70)         |
| 4390                | MISCELLANEOUS                    | -                | -                 | -                     | -                      | -                 | -          | -                | -                   | -                   |
|                     | <b>TOTAL REVENUES</b>            | <b>6,568,226</b> | <b>711,756.24</b> | <b>3,954,495.76</b>   | <b>3,242,739.52</b>    | <b>35,731,148</b> | <b>60%</b> | <b>34,489.46</b> | <b>3,988,985.22</b> | <b>2,579,240.78</b> |
| <b>EXPENDITURES</b> |                                  |                  |                   |                       |                        |                   |            |                  |                     |                     |
| 5010                | Salaries & Wages                 | 3,326,783        | 387,387.52        | 1,910,229.11          | 1,522,841.59           | 18,097,700        | 57%        | -                | 1,910,229.11        | 1,416,553.89        |
| 5020                | Accrued Vacation Pay             | 209,553          | 16,160.85         | 111,404.57            | 95,243.72              | 1,139,968         | 53%        | -                | 111,404.57          | 98,148.43           |
| 5112                | Health Insurance                 | 370,958          | 31,967.26         | 186,707.60            | 154,740.34             | 2,018,012         | 50%        | -                | 186,707.60          | 184,250.40          |
| 5114                | Worker's Compensation            | 98,177           | 13,021.30         | 48,007.72             | 34,986.42              | 534,083           | 49%        | -                | 48,007.72           | 50,169.28           |
| 5116                | Pension                          | 172,369          | 18,724.94         | 97,251.62             | 78,526.68              | 937,687           | 56%        | -                | 97,251.62           | 75,117.38           |
| 5122                | FICA                             | 264,028          | 29,449.58         | 145,995.19            | 116,545.61             | 1,436,312         | 55%        | -                | 145,995.19          | 118,032.81          |
| 5124                | SUI                              | 34,745           | 616.69            | 5,242.02              | 4,625.33               | 189,013           | 15%        | -                | 5,242.02            | 29,502.98           |
| 5130                | Accrued Vacation Fringe          | 15,350           | 1,234.81          | 8,496.17              | 7,261.36               | 83,504            | 55%        | -                | 8,496.17            | 6,853.83            |
| 6110                | Office supplies                  | 17,800           | 128.21            | 5,894.66              | 5,766.45               | 96,832            | 33%        | 969.64           | 6,864.30            | 10,935.70           |
| 6112                | Data Processing Supplies         | 44,319           | 3,375.26          | 73,544.55             | 70,169.29              | 241,095           | 166%       | 5,010.85         | 78,555.40           | (34,236.40)         |
| 6121                | Food                             | 7,500            | 796.77            | 7,310.36              | 6,513.59               | 40,800            | 97%        | -                | 7,310.36            | 189.64              |
| 6122                | Kitchen Supplies                 | 2,251            | -                 | 1,680.78              | 1,680.78               | 12,245            | 75%        | -                | 1,680.78            | 570.22              |
| 6130                | Program Supplies                 | 116,240          | 4,206.38          | 14,599.43             | 10,393.05              | 632,346           | 13%        | 2,169.86         | 16,769.29           | 99,470.71           |
| 6132                | Medical & Dental Supplies        | 24,000           | 3,765.15          | 13,368.75             | 9,603.60               | 130,560           | 56%        | 886.37           | 14,255.12           | 9,744.88            |
| 6134                | Instructional Supplies           | 23,375           | 1,460.38          | 4,011.53              | 2,551.15               | 127,160           | 17%        | -                | 4,011.53            | 19,363.47           |
| 6140                | Custodial Supplies               | 24,188           | 3,659.71          | 20,802.28             | 17,142.57              | 131,583           | 86%        | -                | 20,802.28           | 3,385.72            |
| 6142                | Linen / Laundry                  | -                | -                 | -                     | -                      | -                 | -          | -                | -                   | -                   |
| 6143                | Furnishing                       | 2,250            | -                 | 382.51                | 382.51                 | 12,240            | 17%        | 4,966.89         | 5,349.40            | (3,099.40)          |
| 6150                | Uniform Rental / Purchases       | 156              | -                 | 150.00                | 150.00                 | 849               | 96%        | -                | 150.00              | 6.00                |
| 6170                | Postage & Shipping               | 600              | 156.07            | 544.72                | 388.65                 | 3,264             | 91%        | -                | 544.72              | 55.28               |
| 6221                | Equipment Over > \$5,000         | 36,000           | 6,967.48          | 34,407.81             | 27,440.33              | 195,840           | -          | -                | 34,407.81           | 1,592.19            |
| 6233                | Land Improvements                | -                | -                 | -                     | -                      | -                 | -          | -                | -                   | -                   |
| 6180                | Equipment Rental                 | 24,000           | 1,879.77          | 15,262.14             | 13,382.37              | 130,560           | 64%        | -                | 15,262.14           | 8,737.86            |
| 6181                | Equipment Maintenance            | 15,400           | 1,135.38          | 10,161.08             | 9,025.70               | 83,776            | 66%        | 900.00           | 11,061.08           | 4,338.92            |
| 6310                | Printing & Publications          | 6,100            | -                 | 5,023.69              | 5,023.69               | 33,184            | 82%        | -                | 5,023.69            | 1,076.31            |
| 6312                | Advertising & Promotion          | -                | -                 | -                     | -                      | -                 | -          | -                | -                   | -                   |
| 6320                | Telephone                        | 86,400           | 6,095.08          | 30,361.17             | 24,266.09              | 470,016           | 35%        | -                | 30,361.17           | 56,038.83           |
| 6410                | Rent                             | 212,810          | 17,275.34         | 139,852.12            | 122,576.78             | 1,157,686         | 66%        | -                | 139,852.12          | 72,957.88           |
| 6420                | Utilities / Disposal             | 144,300          | 8,040.72          | 93,046.85             | 85,006.13              | 784,992           | 64%        | -                | 93,046.85           | 51,253.15           |
| 6432                | Building Repairs / Maintenanc    | 105,494          | 5,699.99          | 33,178.88             | 27,478.89              | 573,887           | 31%        | 2,094.18         | 35,273.06           | 70,220.94           |
| 6433                | Grounds Maintenance              | 22,300           | 1,515.66          | 15,418.71             | 13,903.05              | 121,312           | 69%        | -                | 15,418.71           | 6,881.29            |
| 6436                | Pest Control                     | 5,048            | 375.07            | 3,065.19              | 2,690.12               | 27,461            | 61%        | -                | 3,065.19            | 1,982.81            |
| 6437                | Burglar & Fire Alarm             | 5,100            | 73.62             | 3,366.51              | 3,292.89               | 27,744            | 66%        | -                | 3,366.51            | 1,733.49            |
| 6440                | Property Insurance               | 23,480           | 1,897.30          | 13,266.88             | 11,369.58              | 127,731           | 57%        | -                | 13,266.88           | 10,213.12           |
| 6520                | Consultants                      | 25,500           | 561.34            | 5,212.36              | 4,651.02               | 138,720           | 20%        | 14,584.92        | 19,797.28           | 5,702.72            |
| 6522                | Consultants Expense              | 301              | -                 | 137.16                | 137.16                 | 1,637             | 46%        | -                | 137.16              | 163.84              |
| 6524                | Contracts                        | -                | -                 | -                     | -                      | -                 | -          | -                | -                   | -                   |
| 6530                | Legal                            | 5,300            | 7,173.13          | 8,954.38              | 1,781.25               | 28,832            | 169%       | -                | 8,954.38            | (3,654.38)          |
| 6540                | Custodial Services               | 53,655           | 9,432.78          | 63,203.75             | 53,770.97              | 291,883           | 118%       | -                | 63,203.75           | (9,548.75)          |
| 6555                | Medical Screening / DEAT / Staff | 6,475            | 1,465.00          | 4,710.00              | 3,245.00               | 35,224            | 73%        | -                | 4,710.00            | 1,765.00            |
| 6562                | Medical Exam                     | -                | -                 | -                     | -                      | -                 | -          | -                | -                   | -                   |
| 6564                | Medical Follow-up                | -                | -                 | -                     | -                      | -                 | -          | -                | -                   | -                   |
| 6566                | Dental Exam                      | -                | -                 | -                     | -                      | -                 | -          | -                | -                   | -                   |
| 6568                | Dental Follow-up                 | -                | -                 | -                     | -                      | -                 | -          | -                | -                   | -                   |



| Account                           | Description                 | Budget           | Current           | Current             | Previous            | YTD Budget        | % Spent    | Encumbered       | Actual + Encumb     | Budget Balance      |
|-----------------------------------|-----------------------------|------------------|-------------------|---------------------|---------------------|-------------------|------------|------------------|---------------------|---------------------|
|                                   |                             |                  | PTD               | Actual YTD          | Actual YTD          |                   |            |                  |                     |                     |
| 6610                              | Gas & Oil                   | 11,600           | 1,370.55          | 8,391.21            | 7,020.66            | 63,104            | 72%        | -                | 8,391.21            | 3,208.79            |
| 6620                              | Vehicle Insurance           | 23,400           | -                 | 13,323.01           | 13,323.01           | 127,296           | 57%        | -                | 13,323.01           | 10,076.99           |
| 6630                              | Vehicle License & Fees      | -                | -                 | -                   | -                   | -                 | -          | -                | -                   | -                   |
| 6640                              | Vehicle Repair & Maintenanc | 8,400            | 1,124.73          | 6,028.35            | 4,903.62            | 45,696            | 72%        | -                | 6,028.35            | 2,371.65            |
| 6712                              | Staff Travel-Local          | 750              | -                 | 298.02              | 298.02              | 4,080             | 40%        | -                | 298.02              | 451.98              |
| 6714                              | Staff Travel-Out of Area    | -                | -                 | -                   | -                   | -                 | -          | -                | -                   | -                   |
| 6722                              | Per Diem-Staff              | -                | -                 | -                   | -                   | -                 | -          | -                | -                   | -                   |
| 6724                              | Per Diem-Parent             | -                | -                 | -                   | -                   | -                 | -          | -                | -                   | -                   |
| 6730                              | Volunteer Travel            | -                | -                 | -                   | -                   | -                 | -          | -                | -                   | -                   |
| 6742                              | Training - Staff            | 13,500           | -                 | 105.00              | 105.00              | 73,440            | 1%         | 30.00            | 135.00              | 13,365.00           |
| 6746                              | Training - Parent           | 1,500            | -                 | 1,687.50            | 1,687.50            | 8,160             | -          | -                | 1,687.50            | (187.50)            |
| 6748                              | Education Reimbursement     | 15,000           | -                 | -                   | -                   | 81,600            | -          | -                | -                   | 15,000.00           |
| 6750                              | Field Trips                 | -                | -                 | 260.00              | 260.00              | -                 | -          | -                | 260.00              | (260.00)            |
| 6810                              | Bank Charges                | -                | -                 | -                   | -                   | -                 | -          | -                | -                   | -                   |
| 6820                              | Interest Expense            | -                | -                 | -                   | -                   | -                 | -          | -                | -                   | -                   |
| 6832                              | Liability Insurance         | 480              | 40.69             | 318.13              | 277.44              | 2,611             | 66%        | -                | 318.13              | 161.87              |
| 6834                              | Student Activity Insurance  | 2,840            | 223.57            | 1,408.66            | 1,185.09            | 15,450            | 50%        | -                | 1,408.66            | 1,431.34            |
| 6840                              | Property Taxes              | -                | -                 | -                   | -                   | -                 | #DIV/0!    | -                | -                   | -                   |
| 6850                              | Fees & Licenses             | 10,390           | 2,808.43          | 11,499.06           | 8,690.63            | 56,522            | 111%       | -                | 11,499.06           | (1,109.06)          |
| 6852                              | Finger Printing             | 4,000            | 3.75              | 2,233.25            | 2,229.50            | 21,760            | 56%        | -                | 2,233.25            | 1,766.75            |
| 6860                              | Depreciation Expense        | -                | -                 | -                   | -                   | -                 | -          | -                | -                   | -                   |
| 6875                              | Employee Health & Welfare   | 16,336           | 63.28             | 3,306.70            | 3,243.42            | 88,868            | 20%        | -                | 3,306.70            | 13,029.30           |
| 7110                              | Parent Activities           | 1,100            | -                 | -                   | -                   | 5,984             | 0%         | -                | -                   | 1,100.00            |
| 7111                              | Parent Mileage              | 520              | 29.61             | 295.89              | 266.28              | 2,829             | 57%        | -                | 295.89              | 224.11              |
| 7112                              | Parent Involvement          | 1,100            | 637.06            | 852.23              | 215.17              | 5,984             | 77%        | -                | 852.23              | 247.77              |
| 7114                              | PPC Allowance               | 2,900            | 180.00            | 1,770.00            | 1,590.00            | 15,776            | 61%        | -                | 1,770.00            | 1,130.00            |
| 7116                              | PPC Food Allowance          | 1,700            | 119.40            | 1,102.89            | 983.49              | 9,248             | 65%        | -                | 1,102.89            | 597.11              |
| 8110                              | In-Kind Salaries            | 297,519          | 56,940.41         | 406,157.70          | 349,217.29          | 1,618,503         | 137%       | -                | 406,157.70          | (108,638.70)        |
| 8120                              | In-Kind Rent                | 112,210          | 9,251.00          | 74,008.00           | 64,757.00           | 610,422           | 66%        | -                | 74,008.00           | 38,202.00           |
| 8130                              | In-Kind Other               | -                | -                 | 300.00              | 300.00              | -                 | -          | -                | 300.00              | (300.00)            |
| 9010                              | In-Direct Cost Allocation   | 510,676          | 53,265.22         | 286,897.91          | 233,632.69          | 2,778,077         | 56%        | 2,876.75         | 289,774.66          | 220,901.34          |
| <b>Total Expenses</b>             |                             | <b>6,568,226</b> | <b>711,756.24</b> | <b>3,954,495.76</b> | <b>3,242,739.52</b> | <b>35,731,148</b> | <b>60%</b> | <b>34,489.46</b> | <b>3,988,985.22</b> | <b>2,579,240.78</b> |
| <b>Excess Revenue Over</b>        |                             | <b>-</b>         | <b>-</b>          | <b>-</b>            | <b>-</b>            | <b>-</b>          | <b>-</b>   | <b>-</b>         | <b>-</b>            | <b>-</b>            |
| Total Expenses                    |                             | 6,568,226        | 711,756.24        | 3,954,495.76        |                     |                   |            |                  |                     |                     |
| In-Kind                           |                             | (409,729)        | (66,191.41)       | (480,465.70)        |                     |                   |            |                  |                     |                     |
| <b>Total Expenses w/o In Kind</b> |                             | <b>6,158,497</b> | <b>645,564.83</b> | <b>3,474,030.06</b> | <b>2,828,465.23</b> |                   |            |                  | <b>3,508,519.52</b> | <b>2,649,977.48</b> |
|                                   |                             |                  |                   |                     |                     |                   |            |                  | 56.97%              |                     |

|                                     |                  |
|-------------------------------------|------------------|
| <b>ADMINISTRATION BUDGET LIMIT</b>  | <b>\$722,621</b> |
| <b>YEAR-TO DATE ADMIN EXP.</b>      | <b>\$422,580</b> |
| <b>PERCENT OF TOTAL EXPENSES</b>    | <b>5.56%</b>     |
| <b>ADMINISTRATION LIMIT IS 9.5%</b> |                  |

|                      |  |
|----------------------|--|
| ID Cost Calc. @ 9.1% |  |
| 286,897.91           |  |
| <b>286,897.91</b>    |  |



**CAPMC**  
**Work Related Injuries Report - November 2023**  
**BOARD OF DIRECTORS**

| <b>Recordable Injuries</b>                                |                      |                          |            |          |  |           |   |
|---|----------------------|--------------------------|------------|----------|--|-----------|---|
| Position/Program  | Injury Location      | Type of Injury           | DOI        | TOI      | Description  | Loss Days | Outcomes  |
| <b>Medcor: Self Treat First Aid</b>                       |                      |                          |            |          |  |           |   |
| Position/Program  | Injury Location      | Type of Injury           | DOI        | TOI      | Description  | Loss Days | Outcomes  |
| Instructional Aide I/ Janitor                             | North Fork           | Bite                     | 11/15/2023 | 11:10 AM | A child was trying to run away, when EE tried to prevent the child from going into an unsafe area. When the EE reached to grab a toy, the child wrapped himself around EE's left leg and bit her near the kneecap.   | 0         | 11/15/23: Called Medcor - Self-care/first aid.  |
| Food Service Worker I                                     | Pomona               | Fall                     | 11/15/2023 | 10:15 AM | EE was driving past a school, when some kids threw a ball over the fence. EE pulled over, got out of the agency vehicle, and grabbed the ball to throw back over the fence to the kids. After throwing the ball to the kids, EE fell on the cement landing on the left side of her forehead, causing contusions to forehead, lip, right knee, and chipped tooth. | 11        | 11/15/23: Called Medcor and referred to Concentra for treatment. EE was placed on modified duties. The Agency is unable to accommodate. |
| Advocate III  | Mis Tesoros          | Fall                     | 11/16/2023 | 10:45 AM | EE was walking a parent out to the playground when EE tripped on the blacktop of the playground and fell on right knee.  | 0         | 11/15/23: Called Medcor and referred to Concentra for treatment. EE was placed on modified duties. The Agency can accommodate.          |
| <b>Claims</b>   |                      |                          |            |          |  |           |   |
| Position/Program  | Injury Location      | Type of Injury           | DOI        | TOI      | Description  | Loss Days | Outcomes  |
| <b>Up To Date Injuries: January 2023 to December 2023</b> |                      |                          |            |          |  |           |   |
| (4) Hand Injuries   | (1) Feet Injuries    | ( ) Chest Injuries       |            |          |  |           |   |
| (6) Back Injuries   | (1) Eye Injuries     | (1) Neck Injuries        | (3) Bottom |          |  |           |   |
| (8) Knee Injuries   | (5) Leg Injuries     | (4) Head Injuries        | (2) Hip    |          |  |           |   |
| (8) Arm Injuries  | (3) Wrist Injuries   | (1) Ankle Injuries       |            |          |  |           |   |
| (3) Elbow Injuries  | ( ) Burn Injuries    | (2) Respiratory Injuries |            |          |  |           |   |
| (4) Shoulder Injuries                                     | ( ) Abdomen Injuries | (4) Face Injuries        |            |          |  |           |   |
|   |                      | DOI: DATE OF INJURY      |            |          |  |           |   |
|   |                      | TOI: TIME OF INJURY      |            |          |  |           |   |



# BOARD OF DIRECTORS 2023 ATTENDANCE

| Director                                    | Area Represented                        | January | February | March            | April | May   | June  | July | August | September | October | November | December |  |
|---|---|---------|----------|------------------|-------|-------|-------|------|--------|-----------|---------|----------|----------|--|
| <b>Public Officials</b>                     |   |         |          |                  |       |       |       |      |        |           |         |          |          |  |
| Deborah Martinez<br>A: Sharon Diaz          | Department of Social Services           | P       | P        |                  | X     | X     | P     | X    | P      | X         | X       | X        |          |  |
| David Hernandez<br><i>Vice-Chairperson</i>  | Madera Unified School District          | P       | X        |                  | P     | P     | X     | P    | P      | P         | P       | P        |          |  |
| Leticia Gonzalez<br>A: Robert Poythress     | Madera County Board of Supervisors      | P       | P        |                  | X     | P     | P     | P    | X      | P         | X       | X        |          |  |
| Steve Montes<br>A: Artemio Villegas         | Madera City Council                     | P       | P        |                  | P     | P     | P     | P    | P      | P         | P       | P        |          |  |
| Jeff Troost                                 | Chowchilla City Council                 | P       | P        |                  | P     | X     | P     | P    | P      | P         | P       | X        |          |  |
| <b>Private Sector Officials</b>             |   |         |          |                  |       |       |       |      |        |           |         |          |          |  |
| Debi Bray                                   | Madera Chamber of Commerce              | P       | P        | MEETING CANCELED | P     | P     | X     | X    | X      | P         | P       | P        |          |  |
| Otilia Vasquez <i>(Seated October 2023)</i> | Head Start Policy Council               | P       | P        |                  | P     | P     | -     | -    | -      | -         | -       | -        | P        |  |
| Donald Holley                               | Community Affairs                       | P       | P        |                  | P     | P     | P     | P    | P      | P         | P       | P        | P        |  |
| Eric LiCalsi<br><i>Chairperson</i>          | Attorney at Law                         | P       | P        |                  | X     | P     | P     | X    | P      | P         | X       | P        |          |  |
| Vicki Bandy                                 | Early Childhood Education & Development | X       | X        |                  | X     | X     | X     | X    | X      | -         | -       | -        |          |  |
| <b>Low-Income Target Area Officials</b>     |   |         |          |                  |       |       |       |      |        |           |         |          |          |  |
| Martha Garcia<br>A: Joann Lorange           | Central Madera/Alpha                    | P       | P        |                  | X     | P     | P     | P    | X      | X         | P       | P        |          |  |
| Tyson Pogue<br><i>Secretary/Treasurer</i>   | Eastern Madera County                   | X       | P        |                  | P     | P     | P     | P    | P      | X         | X       | X        |          |  |
| Richard Gutierrez                           | Eastside/Parksdale                      | P       | P        |                  | P     | P     | P     | P    | P      | P         | P       | P        |          |  |
| Molly Hernandez                             | Fairmead/Chowchilla                     | P       | P        |                  | P     | X     | P     | P    | P      | P         | X       | P        |          |  |
| Aurora Flores<br>A: Octavio Pineda          | Monroe/Washington                       | P       | P        |                  | X     | P     | X     | X    | P      | X         | X       | X        |          |  |
| <i>Total Directors</i>                      |   | 13/15   | 13/15    | 0/0              | 9/15  | 11/15 | 10/15 | 9/15 | 10/15  | 9/15      | 7/13    | 9/14     |          |  |

P = Primary Present | A = Alternate Present | X = Absent

**STAFFING CHANGES**  
**November 2, 2023 - December 5, 2023**  
**BOARD OF DIRECTORS**

**NON-HEAD START DEPARTMENTS**

**NEW HIRES**

| Identification Number | Position                                    | Location   | Effective Date | Hours | Justification |
|-----------------------|---|--|----------------|-------|---------------|
| 61216                 | Family Services Quality Assurance Associate | Gill - Alternative Payment Program / Resource & Referral | 11/3/2023      | 80    | Open Position |

**SUBSTITUTES**

| Identification Number | Position | Location | Effective Date | Hours | Justification |
|-----------------------|----------|----------|----------------|-------|---------------|
|                       |          |          |                |       |               |

**VOLUNTARY RESIGNATIONS**

| Identification Number | Position                      | Location                      | Effective Date | Hours | Justification |
|-----------------------|-------------------------------|-------------------------------|----------------|-------|---------------|
| 61433                 | Shelter/Resident Support Aide | Martha Diaz - Victim Services | 11/13/2023     | 32    | Resignation   |

**TERMINATION**

| Identification Number | Position                            | Location   | Effective Date | Hours | Justification                               |
|-----------------------|-------------------------------------|--|----------------|-------|---|
| 61432                 | Program Assistant / Clerk Typist II | Gill - Alternative Payment Program / Resource & Referral | 11/30/2023     | 80    | Failed to complete the probationary period. |

**HEAD START DEPARTMENTS**

**NEW HIRES**

| Identification Number | Position             | Location                                  | Effective Date | Hours | Justification |
|-----------------------|----------------------|---|----------------|-------|---------------|
| 61444                 | Maintenance Worker I | Jacquelyn - Fresno Migrant Head Start     | 11/13/2023     | 80    | Open Position |
| 61445                 | Associate Teacher    | Sierra Vista - Madera Migrant Head Start  | 11/27/2023     | 80    | Open Position |
| 61424                 | Teacher II           | Mis Angelitos - Madera Migrant Head Start | 11/6/2023      | 80    | Open Position |
| 61407                 | Associate Teacher    | Cottonwood - Madera Regional Head Start   | 11/6/2023      | 80    | Open Position |

**SUBSTITUTES**

| Identification Number | Position | Location | Effective Date | Hours | Justification |
|-----------------------|----------|----------|----------------|-------|---------------|
|                       |          |          |                |       |               |

**VOLUNTARY RESIGNATIONS**

| Identification Number | Position | Location | Effective Date | Hours | Justification |
|-----------------------|----------|----------|----------------|-------|---------------|
|                       |          |          |                |       |               |

**TERMINATION**

| Identification Number | Position | Location | Effective Date | Hours | Justification |
|-----------------------|----------|----------|----------------|-------|---------------|
|                       |          |          |                |       |               |

|  |   |                              |
|--|---|------------------------------|
| ACF<br>Administration for Children<br>and Families | U.S. DEPARTMENT OF HEALTH<br>AND HUMAN SERVICES   |                              |
|  | 1. Log No. ACF-PI-OHS-23-04   | 2. Issuance Date: 11/20/2023 |
|  | 3. Originating Office: Office of Head Start   |                              |
|  | 4. Key Words: Head Start Workforce; Wages; Benefits; Mental Health; Quality Improvement |                              |

## PROGRAM INSTRUCTION

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

**SUBJECT:** Notice of Proposed Rulemaking (NPRM) on Supporting the Head Start Workforce and Consistent Quality Programming – Public Comment Period

### INFORMATION:

The Office of Head Start (OHS) has a Notice of Proposed Rulemaking (NPRM) in the Federal Register, [Supporting the Head Start Workforce and Consistent Quality Programming](#). The publication opens a 60-day public comment period. OHS is soliciting feedback on these proposed changes and will use comments submitted by the public in making decisions for the final rule.

This [NPRM proposes](#) new and enhanced changes to the Head Start Program Performance Standards (HSPPS) in three main areas: workforce supports, mental health, and other quality improvements. The proposed revisions would ensure OHS provides clear federal requirements for:

- Wages and benefits to support the Head Start workforce
- Better integration of mental health into all levels of Head Start programming
- Enhanced standards in other service areas to promote quality improvement and clarity of requirements

The current HSPPS remain in effect until a final rule is issued.

### Workforce

This NPRM proposes standards for staff compensation that require programs to promote competitive wages for staff by August 2031. More specifically, the proposed standards would require programs to pay education staff annual salaries that are comparable to public school preschool teachers. This represents progress towards an ultimate goal of pay parity for Head Start education staff with kindergarten through third grade teachers. The NPRM also proposes to require programs to pay all staff a wage that is at least sufficient to cover basic costs of living.

Finally, it proposes to require programs to provide or facilitate access to comprehensive benefits for full-time staff, including health insurance, paid leave, and short-term behavioral health services.

The diverse Head Start workforce has long subsidized the cost of Head Start services through low wages. This NPRM supports Head Start programs in maintaining a diverse and well-qualified workforce by ensuring staff are more fairly compensated, which in turn promotes more stable, high-quality services for enrolled children and families.

## **Mental Health**

The revisions in the NPRM would enhance existing requirements to integrate mental health more intentionally and consistently across program systems to support children, families, and staff. The proposal also includes new and updated requirements for a multidisciplinary team that is responsible for addressing mental health, reducing barriers to obtaining mental health consultation, and ensuring a proactive and preventative approach to identifying and supporting children's mental health needs.

## **Other Quality Improvements**

The changes in the NPRM enhance and clarify requirements in other service areas to promote consistent high-quality programming and support child well-being. These proposed changes include a cap for family service worker caseloads; enhancements to promote child safety in Head Start programs; and requirements for testing and addressing the presence of lead in water and paint of Head Start facilities. The NPRM includes revisions to the community assessment process, as well as new requirements for programs to identify barriers to program attendance, such as lack of transportation.

These changes will also help address some of the inequities perpetuated among the children and families served in Head Start programs. For instance, proposed changes clarify and update the definition of income used to determine a child's eligibility for services. Families in low-income communities and communities of color have underdeveloped infrastructure and are disproportionately exposed to related health and wellness risks. New proposed requirements to test Head Start facilities for lead in water and paint would help address these types of inequities.

## **Submit Your NPRM Comments**

Please read the full [Notice of Proposed Rulemaking](#) and submit your comments by January 19, 2024. The Office of Head Start must consider all the comments submitted before finalizing any changes to the HSPPS.

To submit comments, follow the "Submit a comment" instructions in the Federal Register. To ensure OHS can most effectively respond to your comments, clearly identify the issues on which you are commenting. Please be as specific as possible in your comments. Provide the page number, identify the column, and cite the paragraph from the Federal Register document (e.g.,

page 10999, second column, 45 CFR §1305.6(a)(1)(i)). If you wish to comment anonymously, please enter "NA" in the required fields.

If electronic submission is not possible, you may send comments via the U.S. Postal Service to the address indicated in the Federal Register. In accordance with the instructions in the Federal Register, OHS reminds all interested stakeholders to submit comments in response to the proposed changes within 60 days of the NPRM's publication date.

Thank you for your work on behalf of children and families. We look forward to receiving your comments.

Sincerely,

/ Khari M. Garvin /

Khari M. Garvin  
Director  
Office of Head Start