



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

Agenda

**Thursday, December 11, 2025
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 for updates.

CALL TO ORDER BOARD OF DIRECTORS

ROLL CALL – Mattie Mendez

PLEDGE OF ALLEGIANCE – Judge Eric LiCalsi, *Chairperson*

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

None

D. CONSENT ITEMS

All items listed under the 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 13, 2025.
- D-2 Review and consider approving the Minutes for the Madera Migrant/Seasonal Head Start Policy Council Committee Meeting – October 7, 2025.
- D-3 Review and consider approving the Minutes for the Madera Regional & Early Head Start Executive Policy Council Committee Meeting – November 6, 2025.
- D-4 Review and consider accepting the Bank of America & Community West Bank Credit Card Statements:
- September, October and November 2025
- D-5 Review and consider accepting the American Express and All Other Credit Card Statements:
- August, September and October 2025
- D-6 Review and consider approving the following **Madera Migrant and Seasonal Head Start** Reports:
- In-Kind Report – September and October 2025
 - Program Information Report – September and October 2025
 - CACFP Program Report – September and October 2025
- D-7 Review and consider approving the following **Madera Regional Early Head Start** Reports:
- In-Kind Report – October 2025
- D-8 Review and consider approving the following **Madera Regional Head Start** Reports:
- In-Kind Report – October 2025
 - Program Information Report – October 2025
 - CACFP Program Report – September and October 2025
- D-9 Madera Regional and Early Head Start Program Information Report for 2024-2025
- D-10 Review and consider approving the Madera Regional and Early Head Start No Fee Policy per Head Start Performance Standards.

- D-11 Review the 2025-2026 Madera Migrant/Seasonal Head Start Goals & Objectives – Year 3
- D-12 Madera Migrant/Seasonal Head Start Program Information Report for 2024-2025
- D-13 Review and consider approving the 2026 holiday schedule.
- D-14 Review and consider approving the submission of the 2026 Community Services Block Grant (CSBG) Application and Resolution with the Department of Community Services & Development (CSD), upon its arrival.
- D-15 Review the Child Care Alternative Payment Program and Resource & Referral Program Report for December 2025 (Informational Only).
- D-16 Review the 2024-2025 CAPMC Madera Migrant/Seasonal Annual Report. (Informational Only)
- D-17 Review the Homeless Engagement for Living Program (H.E.L.P) Center Report for October & November 2025 (Informational Only).
- D-18 Review the Community Services Report for October and November 2025 (Informational Only).
- D-19 Review the Child Advocacy Center Report for November 2025 (Informational Only).

E. DISCUSSION ITEMS – All supporting documents will be distributed at the meeting

- E-1 Review and approve Community Action Partnership of Madera County 2025-2026 Basic, Blended and Training & Technical Assistance (T&TA) Comparison Budget Revisions to Stanislaus County Office of Education. Comparison Budgets included.
- E-2 Review and consider authorizing the Executive Director of Community Action Partnership of Madera County, Inc. (CAPMC) to submit the request for application to the California Office of Emergency Services (Cal OES) Child Advocacy Center (KC) Program Grant Application for the Program Period April 1, 2026 – March 31, 2027.
- E-3 Review and consider authorizing the Executive Director of Community Action Partnership of Madera County, Inc. to enter into a contract with the Madera County Department of Social Services to provide services of a child abuse prevention council.
- E-4 Review and approve the Outreach Worker job description for the Child Care Services and Resource & Referral Department and make recommendation to the Board to approve the new position and place on the salary schedule at Range 18.5 (\$19.61 – \$23.90 per hour). Allow to recruit and fill this position when it is approved.
- E-5 Review and consider modification of policy 603.09.01 to reduce total hours required to be eligible for payout.
- E-6 Review and consider authorizing a 5% discretionary employer contribution for the CAPMC 403(b) Retirement Plan for all eligible employees for calendar year 2026

F. ADMINISTRATIVE/COMMITTEE REPORTS TO THE BOARD OF DIRECTORS

- F-1 Finance Committee Report – November
- F-2 Personnel Committee Report – October 2025
- F-3 Executive Director Monthly Report – None
- F-4 Financial Statements – Summary only October and November 2025
- F-5 Head Start Policy Council/Committee Reports
- F-6 Work Related Injury Report – October & November 2025
- F-7 Staffing Changes – November 2025
- F-8 CAPMC Board of Directors Attendance Report – November 2025

G. CLOSED SESSION

None

H. CORRESPONDENCE

H-1 None

I. ADJOURN

I, Mattie Mendez, 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 11, 2025, in the Lobby of CAPMC as well as on the agency website by 5:00 p.m. on December 5, 2025.

Mattie Mendez

Executive Director

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
Regular Board of Directors Meeting
November 11, 2025
1225 Gill Ave, Madera, CA 93637

ACTION SUMMARY MINUTES

The Board of Directors Meeting was called to order at 5:32 p.m. by Chairperson Judge Eric LiCalsi.

Members Present

Vice-Chairperson David Hernandez
 Chairperson Judge Eric LiCalsi
 Donald Holley
 Martha Garcia
 Richard Gutierrez
 Molly Hernandez
 Katherine Creek
 Diana Palmer
 Aurora Flores

Members Absent

Secretary/Treasurer Sheriff Tyson
 Pogue
 Deborah Martinez
 Chairwoman Supervisor Leticia Gonzalez
 Councilmember Jeff Troost
 Councilmember Steve Montes
 Debi Bray

Personnel Present

Mattie Mendez
 Donna Tooley
 Irene Yang
 Maritza Gomez
 Jennifer Coronado
 Leticia Murillo

Public – Others Present

Katherine Creek

A. PUBLIC COMMENT

None.

B. ADOPTION OF THE AGENDA

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 THE AGENDA: Adoption of the agenda as presented or with approved additions.

Members reviewed the agenda and the motion was to move E-5 to E-1 and move the other action items down. Also, remove E-6 from consideration.

Motion: APPROVED AS PRESENTED

Moved by Donald Holley, Seconded by Martha Garica

Vote: Unanimous Approval

C. TRAINING/ADVOCACY ISSUES

None.

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.

- D-1** Review and consider approving the Minutes of the Regular Board Meeting – October 9, 2025.

Motion: APPROVE AS PRESENTED

Moved by Donald Holley, Seconded by Aurora Flores

Vote: Carried Unanimously

E. DISCUSSION / ACTION ITEMS - All supporting documents will be distributed at the meeting

- E-1** Consider appointing Katherine Creek to serve as representative of the Madera/Mariposa Regional and Early Head Start Policy Committee on the CAPMC Board of Directors.

Motion: APPROVE AS PRESENTED

Moved by Martha Garcia, Seconded by Aurora Flores

Vote: Approved Unanimously

- E-2** Review and approve the resolution to authorize the Executive Director to sign and submit the 2026 Low-Income Home Energy Assistance Program contract with the Department of Community Services & Development (CSD), upon its arrival.

Motion: APPROVE AS PRESENTED

Moved by Donald Holley, Seconded by Richard Gutierrez

Vote: Approved Unanimously

- E-3** Review and approve the resolution authorizing the Executive Director to act as the Authorized Agent to enter into Grant Subawards for "All Cal OES Programs," and/or designees to sign all applications related to Cal OES for the 26-27 fiscal year.

Motion: APPROVE AS PRESENTED

Moved by Martha Garcia, Seconded by Donald Holly

Vote: Approved Unanimously

- E-4** Review and consider ratifying the submitted grant application to the California Office of Emergency Services (Cal OES), to operate the unserved/Underserved Victim Advocacy and Outreach (UV) Program from January 1, 2026, through December 31, 2026, and authorize the Executive Director and/or designees to sign and submit any extensions and/or amendments during the funding period.

Motion: APPROVE AS PRESENTED

Moved by Donald Holley, Seconded by Aurora Flores

Vote: Approved Unanimously

- E-5** Adopt a Resolution to certify the approval of the Governing Board to enter into transaction and subsequent amendments with the California Department of Social Services (CDSS) for the purpose of providing childcare and development services and to authorize the Executive Director to sign contract documents for Fiscal Year 2026-27.

Motion: APPROVE AS PRESENTED

Moved by Martha Garcia, Seconded by Molly Hernandez

Vote: Approved 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 2025
- F-4 Financial Statements – Summary only October 2025
- F-5 Head Start Policy Council/Committee Reports
- F-6 Work Related Injury Report
- F-7 CAPMC Board of Directors Attendance Report – October 09, 2025

G. CLOSED SESSION

None

H. CORRESPONDENCE

- H-1 Victim Services Resources Fair November 14, 2025, at Courthouse Park 3:30 - 5:30PM
Board was informed the event was postponed to December 10, 2025 in the HS Conference Center.

I. ADJOURN

Vice-Chairperson David Hernandez, adjourned the Board of Directors Meeting at 5:47 p.m.

Motion: APPROVE AS PRESENTED

Moved by Donald Holley, seconded by Aurora Flores

Vote: Carried Unanimously

Community Action Partnership of Madera County
Madera Migrant/Seasonal Head Start Policy Council Meeting
Tuesday, October 7, 2025

Minutes

The Madera Migrant/Seasonal Policy Committee called to order at 5:36 p.m. by Bernarda Rodriguez.

Committee Members Present

Yuritsi Ortiz
Bernarda Rodriguez
Juana Perez Lopez
Juana Zarate
Yadira Alvarado
Carenbride Garcia
Crecencia Vazquez
Gloria Zurita
Erica Coreas

Committee Members Absent

Personnel Present

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

Others

None

A. Public Comment

Ms. Aguirre mentioned bank statement and budget were disturbed in the being in the meeting.

B. Training –

None.

C. Adoption of the Agenda

C-2 Bernarda Rodriguez asked for a motion to approve the agenda as presented. Motion made by Yuritsi Ortiz, seconded motion by Crecencia Vazquez to approve the agenda as presented. The motion approved unanimously.

D. Adjourn to Closed Session - None

E. Approval of Minutes

E-1 – Bernarda Rodriguez requested a motion to approve the minutes of the meeting on September 9, 2025. There was a correction on the Spanish minutes under closure. Motion made by Yardira Alvarado, seconded motion by Erica Coreas to approve the minutes of the meeting. The motion approved unanimously.

F. Discussion / Action Items –

F-1 Review and consider approving the submission of the Community Action Partnership of Madera County's 2026-2027 Madera Migrant/Seasonal Head Start Funding Basic, Training & Technical Assistant (T&TA) and Non-Federal Share Budgets to Central California Migrant Seasonal Head Start (CCMSHS), Child and Family Division of Stanislaus County Office of Education – Ms. Gomez-Zaragoza went over the budget for the program, trainings and in-kind for the year 2026-2027.

Motion made by Erica Coreas and seconded by Juana Perez.

F-2 Review and consider approving the Madera Migrant/Seasonal Head Start 2024-2029 Community Assessment Executive Summary – Ms. Gomez-Zaragoza mentioned that the community assessment is a collection of data that demonstrated the need of the program. She went over the summary. No questions were asked.

Motion made by Yuritsi Ortiz and seconded by Juana Zarate.

F-3 Review and consider approving the results of the 2025-2026 Madera Migrant/Seasonal Head Start Program Monitoring Review – Ms. Gomez-Zaragoza shared SCOE conducted a review of the program. The review went well and there were no findings. There were two areas of concern which were in-kind and the financial manual.

Motion made by Erica Coreas and seconded by Gloria Zurita

F-4 Review and approve Community Action Partnership of Madera County 2025-2026 Training & Technical Assistance (T&TA) Comparison Budget Revisions to Stanislaus County Office of Education Comparison Budgets included – Ms. Gomez-Zaragoza mentioned that due the increase in cost the training funds was exhausted after the NMSHSA conference. That is why there was a budget revision to balance out the account.

Motion made by Juana Perez and seconded by Yuritsi Ortiz

G. Administrative Reports

G-1 Staff Changes (August 2025) – Ms. Aguirre went over the staffing changes for the month.

G-2 Bank of America Credit Card Account Statement – Agency and other credit cards: (September 2025) – Ms. Aguirre reviewed the charges for the month. There were no questions about the charges.

G-3 Budget Report (August 2025) – Ms. Aguirre reviewed the budget. No questions asked.

G-4 In-kind Report (August 2025) – Ms. Aguirre reviewed the In-kind percentage.

G-5 CACFP Monthly Report (August 2025) – Ms. Aguirre went over the CACFP report.

G-6 PIR Program Information Monthly Report (July & August) – Ms. Aguirre went over the report.

H. Policy Committee Members Reports

H-1 Center Reports – Juana (LN): The parents want to have their last parent meeting for the last day to start earlier.

H-2 Board of Directors Report – The meeting will be held next Thursday. All items discussed today will be presented at the next meeting.

H-3 Active Supervision, Challenges and Best Practices Report – Ms. Gomez mentioned this area is regarding the safety of the children. Remind parents to close gates and ensure the latch is put on. If there are safety concerns, it should be brought up by the center director.

I. Correspondence

I-1 Information Memorandum from the Office of Head Start regarding *Fiscal Year 2026 Monitoring Process for Head Start Recipients*; Issuance Date: 9/25/25

I-2 Information Memorandum from the Office of Head Start regarding *Addressing Vacant Slots Due to Chronic Absenteeism in Head Start Programs*; Issuance Date: 9/26/25

J. Future Agenda Items

J-1 Program Information Report (PIR) 2024-2025

J-2 Program Annual Report 2024-2025

J-3 Training: Child Outcomes 2024-2025

K. Adjournment

Bernarda Rodriguez requested a motion to adjourn the session. Motion made by Yuritsi Ortiz to adjourn the meeting at 6:42 p.m., in the afternoon, seconded by Juana Perez. Motion approved unanimously.

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
Madera Regional & Early Head Start Regular Policy Council Meeting
Thursday, November 6th, 2025

MINUTES

The Madera Regional & Early Head Start Policy Council meeting was called to order by Katherine Creek at 5:38 p.m.

Committee Members Present

Katherine Creek
Martha Garcia
Luz Martinez
Kimberly Thomas
Amanda Walter
Ana Rodriguez
Irene Gomez

Committee Members Absent

Alexandra Parkhill
Guadalupe Flores
Liliana Serna

Personnel Present

Maritza Gomez-Zaragoza, Program Director
Jennifer Casillas, Program Technician
Maribel Aguirre, Parent and Governance Specialist
Christina Rodriguez, Early HS Facilitator
Julie Doll, Mental Health & Disabilities Specialist

ROLL CALL - Maribel Aguirre

A. PUBLIC COMMENT -

Ms. Aguirre goes to mention that she provided some extra paperwork that was not included in the original packet. No further comments.

B. TRAINING – Teaching Pyramid and Conscious Discipline

Ms. Doll goes over the Teaching Pyramid and Conscious Discipline training; she goes on to mention how this program is in place to help children build healthy social emotional skills within the classrooms and in their homes. Katherine Creek asks how the teachers approach when there is an incident in the classroom and how they handle the situations. Ms. Doll goes to mention how each classroom is different and how they are all set up differently, but that rest assured all is handled well and taken care of. No further questions.

C. ADOPTION OF THE AGENDA

C-2- No additions to the agenda.

First motion was made by Irene Gomez, seconded by Ana Rodriguez. Motion carried unanimously.

D. ADJOURN TO CLOSED SESSION – None.

E. APPROVAL OF MINUTES

E-1 Minutes Madera Regular Regional and Early Head Start Policy Council Meeting – November 6th, 2025. Motion made by Martha Garcia, seconded by Irene Gomez. Motion carried unanimously.

F. DISCUSSION / ACTION ITEMS

F-1 Review and consider approving the Suspension and Expulsion Procedure for the Madera Regional and Early Head Start Program. Ms. Gomez-Zaragoza mentions that we have policies in place to keep all staff and children safe; we have resources that help the child before we result in termination. Katherine Creek asks how many incidents it takes for the child to be terminated; she goes on to mention that depending on what the mental health specialist says we will try our best to fix the situation. No further questions. First motion was made by Irene Gomez, seconded by Amanda Walter. Motion carried unanimously.

F-2 Review and consider approving the 2025-2026 Madera Regional and Early Head Start Annual Self-Assessment Procedure. Ms. Gomez-Zaragoza mentions that in December we will begin our annual assessment to make sure we are following the regulations of Head Start. She goes on to mention how parents are more than welcome to volunteer and to let Ms. Aguirre know. First motion was made by Kimberly Thomas, seconded by Martha Garcia. Motion carried unanimously.

F-3 Review and consider approving the 2025-2026 Bylaws for the Madera Regional and Early Head Start Policy Council. Ms. Aguirre mentions that we need to approve these Bylaws and sign them off. No further questions. Motion made by Martha Garcia, Seconded by Irene Gomez. Motion carried unanimously.

G. ADMINISTRATIVE REPORTS

G-1 Staffing Changes (September & October 2025) - Ms.. Aguirre goes over the staffing changes for the centers. No further questions.

G-2 Bank of America Business Card Monthly Credit Card Statement (September 2025). No questions

G-3 Budget Reports (September 2025)- Ms. Aguirre goes over the budget report. No further questions.

G-4 In-Kind Report (September 2025)- Ms. Aguirre goes over the In-Kind report. No questions.

G-5 Program Enrollment & Attendance Report (October 2025) - Ms. Aguirre goes over the PIR. No further questions.

G-6 CACFP Monthly Report (September 2025)- Ms. Aguirre goes over the CACFP monthly report. No further questions.

H. POLICY COMMITTEE MEMBER REPORTS

H-1 Center Report- Irene Gomez mentions that her child has been having trouble with other children and staff, so she is having trouble and asking for help. The parents offer their advice, and Ms. Gomez- Zaragoza asks if anyone has given her any resources and that she will make sure she gets the help needed. No further reports.

H-2 Board of Directors Report- None.

H-3 Active Supervision- Ms. Gomez- Zaragoza goes on to mention if the parents notice anything that needs to be brought to the attention of the site supervisor and or the Policy Council meeting to please ensure to say something.

I. CORRESPONDENCE- None

J. FUTURE AGENDA ITEMS

J-1 2024-2025 Program Information Report (PIR)

J-2 2025-2026 Community Assessment Update

J-3 2025-2026 Goals & Objectives Update

J-4 Training Child Outcomes for 2024-2025

K. ADJOURNMENT

Katherine Creek asked for a motion to adjourn the meeting at 6:39 p.m. Motion made by Irene Gomez, seconded by Martha Garcia.

MBNA America Business Card
 Credit Card Charges
September / septiembre 2025 Statement
Maritza Gomez / Regional & Migrant Head Start

Date of Transaction	Purchase Order #	Name of Vendor	Description	Amount	Account Charged	Receipt
08/05/2025	NA	Black Bear Diner	Breakfast for Food Service Preservice	\$168.33	310.0-6121-3.1-000-39	Yes
08/04/2025	27843	Pita House	RHS Preservice General Session	\$1,212.40	310.0-6121-3.1-000-00	Yes
8/16/2025	NA	Zoom	Video Conferencing system	\$319.80	371.0-6130-3.1-000-00	Yes
8/19/2025	NA	Zoom	Video Conferencing system	\$8.49	311.0-6130-3.1-000-00 50%	Yes
08/21/2025	NA	Zoom	Video Conferencing system	\$16.99	331.0-6130-3.3-000-00	Yes
09/03/2025	NA	Venngage.com	Monthly subscription for flyer software	\$8.81	311.0-6130-3.1-000-00 31% (\$7.59) 312.0-6130-3.1-000-00 5% (\$1.22)	No
TOTAL				\$1,734.82		

Comments: I certify that the items and charges above are true and correct and that the charges incurred have been for business purposes only. Receipts are attached (if available).

 Maritza Gomez, Head Start Director

 Date

Community West Bank
 Credit Card Charges
September / septiembre 2025 Statement
Maritza Gomez / Regional Head Start

Date of Transaction	Purchase Order #	Name of Vendor	Description	Amount	Account Charged	Receipt
08/26/2025	NA	Lyft	Transportation from airport to hotel – NCAP conf.	\$57.66	310.0-6714-3.1-000-00 (\$28.83)	Yes
08/31/2025	NA	Lyft	Transportation from hotel to airport – NCAP conf.	\$52.85	310.0-6714-3.1-000-00 (\$26.42)	Yes
9/04/2025	NA	Round Table	RHS PC Meal	\$109.77	311.0-7116-3.1-000-00	Yes
9/11/2025	NA	Holiday Inn	Room res. For EHS conference 10/27-11/1	\$48.76	309.0-6714-3.1-012-00	No
TOTAL				\$269.04		

Comments: I certify that the items and charges above are true and correct and that the charges inquired have been for business purposes only. Receipts are attached (if available).

 Maritza Gomez, Head Start Director

 Date

Community West Bank
 Credit Card Charges
September / septiembre 2025 Statement
Maritza Gomez / Migrant Head Start

Date of Transaction	Purchase Order #	Name of Vendor	Description	Amount	Account Charged	Receipt
08/18/2025	NA	Baby Shop	Baby formula at Mis Angelitos	\$168.78	390.2-6121-3.2-053-00	Yes
9/09/2025	NA	Round Table	MHS PC Meal	\$71.91	321.0-7116-3.2-000-00	Yes
TOTAL				\$240.69		

Comments: I certify that the items and charges above are true and correct and that the charges inquired have been for business purposes only. Receipts are attached (if available).

 Maritza Gomez, Head Start Director

 Date

Community West Bank
 Credit Card Charges
October / octubre 2025 Statement
Maritza Gomez / Madera Migrant Head Start

Date of Transaction	Purchase Order #	Name of Vendor	Description	Amount	Account Charged	Receipt
09/19/2025	NA	Zoom.com	Video Conferencing system	\$8.50	321.0-6130-3.2-000-00 50%	Yes
09/20/2025	NA	Barnes Welding Supply	Propane refill for forklift	\$13.61	321.0-6420-3.2-000-00 28%	Yes
10/07/2025	NA	Venngage.com	Monthly subscription for flyer software	\$8.10	321.0-6130-3.2-000-00 33%	No
10/07/2025	NA	Panda Express	MHS PC Meal	\$97.37	321.0-7116-3.2-000-00	Yes
10/09/2025	NA	Panda Express	Rebate MHS PC Meal	-\$3.89	321.0-7116-3.2-000-00	No
10/10/2025	28075	Pita House	Lunch for Years of Service/ Recognition ceremony	\$306.89	321.0-6121-3.2-000-00	Yes
10/10/2025	28076	EZCarter Ihop	Breakfast for Years of Service/ Recognition ceremony	\$657.94	321.0-6121-3.2-000-00	Yes
TOTAL				\$1,088.52		

Comments: I certify that the items and charges above are true and correct and that the charges inquired have been for business purposes only. Receipts are attached (if available).

 Maritza Gomez, Head Start Director

 Date

**Community West Bank Business Card
Credit Card Charges**

October 2025 Statement

Xai Vang / Information Technology

Date of Transaction	Name of Vendor	PO #	Description of Purchase	Amount of Purchase	Account Charged	Receipt
10/16/2025	Amazon	N/A	SSD Drive & Solder Wire	\$ 51.94	200.0-6112-2.0-000-90	Yes
10/21/2025	RTools Tech.	N/A	Software data recovery	\$ 79.99	200.0-6112-2.0-000-90	Yes
10/22/2025	Amazon	N/A	Epson ceiling tile mount	\$ 115.62	331.0-6112-3.3-027-00	Yes
10/23/2025	FS	N/A	HPE switch transceiver	\$ 151.55	321.0-6112-3.2-054-00	Yes
10/24/2025	Amazon	N/A	Phone handset cord replacement	\$ 25.95	331.0-6112-3.3-024-00	Yes
10/24/2025	Amazon	N/A	Dry erase markers & outlet adapters	\$ 34.92	200.0-6110-2.0-000-90	Yes
10/26/2025	Amazon	N/A	Amazon Prime Monthly Membership	\$ 16.23	200.0-6112-2.0-000-90	Yes
10/26/2025	Amazon	N/A	Phone handset cords	\$ 30.27 \$ 30.28	331.0-6112-3.3-029-00 331.0-6112-3.3-030-00	Yes
10/30/2025	76 – SEI	N/A	Gas for IT Veh 153	\$ 50.00	331.0-6610-3.3-000-00	Yes
11/5/2025	Shell Oil	N/A	Gas for Veh used attending CALCAPA conference	\$ 41.00	200.0-6610-2.0-000-90	Yes
11/6/2025	Grand Hyatt Indian Well Hotel	N/A	Hotel Accommodations for CALCAPA conference	\$ 1,475.76	200.0-6714-2.0-000-90	Yes
11/7/2025	Les Schwab Tires	N/A	Replacement tire on IT Veh 153	\$ 308.84	200.0-6640-2.0-000-90	Yes
11/11/2025	WonderIdea	N/A	Electronic Agency PPP Subscription	\$ 35.00	200.0-6112-2.0-000-90	Yes
11/12/2025	Amazon	N/A	Amazon Prime Monthly Membership	\$ 16.23	200.0-6112-2.0-000-90	Yes
11/12/2025	Amazon	N/A	Amazon Prime Annual Membership	\$ 150.47	200.0-6112-2.0-000-90	Yes
11/13/2025	Amazon	N/A	Amazon Prime Monthly Membership Credit	- \$ 16.23	200.0-6112-2.0-000-90	Yes
11/13/2025	Amazon	N/A	Amazon Prime Annual Membership Credit	- \$ 150.47	200.0-6112-2.0-000-90	Yes
				\$ 2,447.35		

I certify that the items and charges above are true and correct, and that the charges inquired have been for business purposes only. Receipts are attached (if available).

Xai Vang, Information Technology Program Manager

Date

**Community West Bank Business Card
Credit Card Charges**

October 2025 Statement

Irene Yang / Human Resources

Date of Transaction	Name of Vendor	PO #	Description of Purchase	Amount of Purchase	Account Charged	Receipt
10/2/2025	Indeed	No	September 2025 sponsored jobs	92.79	200.0-6312-2.0-000-90	Yes
10/15/2025	Biometrics4all Inc.	No	Livescan relay fee	1.50 15.00 0.75 2.25 7.50	200.0-6852-2.0-000-90 311.0-6852-3.1-000-00 312.0-6852-3.1-000-00 321.0-6852-3.2-000-00 331.0-6852-3.3-000-00	Yes
TOTAL:				119.79		

Community West Bank
Credit Card Charges
November / noviembre 2025 Statement
Maritza Gomez / Regional Head Start

Date of Transaction	Purchase Order #	Name of Vendor	Description	Amount	Account Charged	Receipt
10/19/2025	NA	Zoom.com	Video Conferencing system	\$8.49	311.0-6130-3.1-000-00 50%	Yes
10/24/2025	27997	American Red Cross	First Aid guides/face shields	\$211.51	311.0-6130-3.1-000-00	Yes
10/24/2025	NA	Skill Path	Virtual Training	\$53.64	310.0-6742-3.1-000-00	Yes
10/27/2025	28077	Passion Planner	Agenda for office staff	\$216.62	311.0-6130-3.1-000-00 (\$186.53) 312.0-6130-3.1-000-00 (\$30.09)	Yes
10/28/2025	NA	Lyft	Transportation from airport to hotel for EHS conf.	\$38.77	309.0-6714-3.1-012-00	Yes
10/29/2025	28065	Bobcat	Fork for Bobcat	\$602.64	311.0-6432-3.1-000-00	Yes
11/02/2025	NA	Lyft	Transportation from hotel to airport for EHS conf.	\$31.41	309.0-6714-3.1-012-00	Yes
11/03/2025	NA	Venngage.com	Monthly subscription for flyer software	\$8.81	311.0-6130-3.1-000-00 31% (\$7.59) 312.0-6130-3.1-000-00 5% (\$1.22)	Yes
11/05/2025	NA	Teachstone	CLASS Recertification	\$78.00	310.0-6742-3.1-000-00 52%	Yes
11/06/2025	NA	Panda Express	RHS PC Meal	\$102.30	311.0-7116-3.1-000-00	Yes
11/07/2025	NA	Panda Express	RHS PC Meal	\$11.37	311.0-7116-3.1-000-00	Yes
11/10/2025	NA	Panda Express	Rebate	-\$0.45	311.0-7116-3.1-000-00	No
11/10/2025	NA	Panda Express	Rebate	-\$4.09	311.0-7116-3.1-000-00	No
11/12/2025	NA	Teachstone	CLASS Recertification	\$78.00	310.0-6742-3.1-000-00 52%	Yes
11/12/2025	NA	Teachstone	CLASS Recertification	\$78.00	310.0-6742-3.1-000-00 52%	Yes
11/13/2025	28002	Feldsman Liefer	ERSEA Training	\$250.00	310.0-6742-3.1-000-00 (\$250.00)	Yes
11/13/2025	NA	Skill Path	Virtual Training	\$161.28	310.0-6742-3.1-000-00	Yes
TOTAL				\$1,926.30		

Comments: I certify that the items and charges above are true and correct and that the charges incurred have been for business purposes only. Receipts are attached (if available).

Maritza Gomez, Head Start Director

Date

**Community West Bank Business Card
Credit Card Charges**

November 12, 2025 Statement 1

Mattie Mendez / Administration

Date of Transaction	Name of Vendor	PO #	Description of Purchase	Amount of Purchase	Account Charged	Receipt
11/06/2025	Shell	No	Fuel for the vehicle used to attend the CalCAPA conference	\$96.47	200.0-6610-2.0-000-90	Yes
11/06/2025	Grand Hyatt Indian Wells , Indian Wells		Hotel stay for David Hernandez, Board Member	\$1,129.41	200.0-6742-2.0-000-90	Yes
11/06/2025	Grand Hyatt Indian Wells, Indian Wells		Hotel Stay credit	(\$111.21)	200.0-6742-2.0-000-90	
11/06/2025	Grand Hyatt Indian Wells, Indian Wells	No	Hotel stay for Richard Gutierrez, Board Member	\$1114.38	200.0-6742-2.0-000-90	Yes
11/06/2025	Grand Hyatt Indian Wells, Indian Wells	No	Hotel stay for Mattie Mendez, Executive Director	\$1191.39	200.0-6742-2.0-000-90	Yes
11/09/2025	Mailchimp	No		\$60.00	200.0-6130-2.0-000-90	Yes
11/12/2025	Famous Daves	No	Dinner for the Board of Directors meeting 11/13/25	\$849.04	200.0-6121-2.0-000-90	Yes
			Total	\$4329.48		

I certify that the items and charges above are true and correct and that the charges inquired have been for business purposes only. Receipts are attached (if available)

Mattie Mendez, Executive Director

Date: November 12, 2025

**Community West Bank Business Card
Credit Card Charges**

November 12, 2025 Statement 2

Mattie Mendez / Administration

Date of Transaction	Name of Vendor	PO #	Description of Purchase	Amount of Purchase	Account Charged	Receipt
11/13/2025	Walmart	No	Supplies for Gill kitchen for Board meeting	\$88.24	200.0-6130-.2.0-000-90	Yes
11/14/2025	Gateway Travel Fee for airline ticket.		Airline ticket fee for Gateway Travel. Dallas TX. Dec. 2025.	\$25.00	200.0-6742-2.0-000-90	Yes
			Total	\$113.24		

I certify that the items and charges above are true and correct and that the charges inquired have been for business purposes only. Receipts are attached (if available)

Mattie Mendez, Executive Director

Date: November 19, 2025

**Community West Bank Business Card
Credit Card Charges**

November 2025 Statement

Irene Yang / Human Resources

Date of Transaction	Name of Vendor	PO #	Description of Purchase	Amount of Purchase	Account Charged	Receipt
11/2/2025	Indeed	No	October 2025 sponsored jobs	90.00	200.0-6312-2.0-000-90	Yes
11/5/2025	Shirt Shack	No	Employee shirts	152.79	200.0-6130-2.0-000-90	Yes
11/14/2025	Biometrics4all Inc.	No	Livescan relay fee	0.75	100.0-6852-0.0-000-00	Yes
				0.75	200.0-6852-2.0-000-90	
				1.50	272.0-6852-2.0-000-00	
				11.25	311.0-6852-3.1-000-00	
				0.75	321.0-6852-3.2-000-00	
				0.75	331.0-6852-3.3-000-00	
TOTAL:				258.54		

American Express
Credit Card Charges
AUGUST 2025 Statement
 Fiscal

Name of Vendor	Description	Amount	Receipt
ATT	Telephone	28373.35	Yes
Comcast	Net service	1352.34	Yes
Community Playthings	Supplies for centers	21865.46	Yes
Discount School Supply	Supplies for centers	0.00	
Fedex	Postage	157.65	Yes
Lakeshore	Supplies for centers	9447.46	Yes
Matson Alarm	Alarm service	762.31	Yes
Verizon	Wireless devices	5559.47	Yes
Office Depot	Supplies for office/centers	3446.35	Yes
	TOTAL	70964.39	08/29/25 LA

COSTCO Credit Card Charges

AUG 2025 Statement

Card Holder	Description	Card Amount
Maritza Gomez-Zaragoza	ITEMS FOR PROGRAM	401.83
		401.83

J

U/CARD MEMBER BOD

American Express
Credit Card Charges
SEPTEMBER 2025 Statement
 Fiscal

Name of Vendor	Description	Amount	Receipt
ATT	Telephone	22756.89	Yes
Comcast	Net service	984.72	Yes
Community Playthings	Supplies for centers	4669.08	Yes
Discount School Supply	Supplies for centers		
Fedex	Postage	301.05	Yes
Lakeshore	Supplies for centers	5532.14	Yes
Matson Alarm	Alarm service		
Verizon	Wireless devices	5167.32	Yes
Office Depot	Supplies for office/centers		
	TOTAL	39411.20	09/29/25
			LA

COSTCO Credit Card Charges

SEP 2025 Statement

Card Holder	Description	Card Amount
Mattie Mendez	ITEMS FOR PROGRAM AND 60TH EVENT	445.51
		445.51

J

U/CARD MEMBER BOD

American Express
Credit Card Charges
OCTOBER 2025 Statement
 Fiscal

Name of Vendor	Description	Amount	Receipt
ATT	Telephone	22601.09	Yes
Comcast	Net service	1720.51	Yes
Community Playthings	Supplies for centers	4702.17	Yes
Discount School Supply	Supplies for centers	1412.70	Yes
Fedex	Postage	271.44	Yes
Lakeshore	Supplies for centers	0	
PB Alarm/Matson Alarm	Alarm service	1533.54	Yes
Verizon	Wireless devices	5187.43	Yes
Office Depot	Supplies for office/centers	14298.86	Yes
	TOTAL	51727.74	09/29/25
			LA

COSTCO Credit Card Charges

OCT 2025 Statement

Card Holder	Description	Card Amount
Jennifer Coronado	ITEMS FOR VS PROGRAM	1377.06
Mattie Mendez	ITEMS FOR CS PROGRAM	755.26
		2132.32

J

U/CARD MEMBER BOD

Credit Card Charges

OCTOBER 2025

Fiscal

Name of Vendor	Description	Amount	
Capital One/Walmart	Supplies for centers	951.60	
Home Depot	Supplies for centers	13133.98	
Wex Bank (Chevron)	Fuel	0.00	
Wex Bank (Valero)	Fuel	5465.33	
OCT STMT DATES			
LA			

Community Action Partnership of Madera County, Inc.
 1225 Gill Avenue
 Madera, CA 93637
 (559) 673-9173

IN-KIND MONTHLY SUMMARY REPORT 2025-2026 / REPORTE SUMARIO MENSUAL DE IN KIND 2025-2026

MIGRANT AND SEASONAL HEAD START 2025-2026 MIGRANTE/TEMPORAL HEAD START 2025-2026
Month-Year SEPTEMBER 2025/ Mes-Año SEPTIEMBRE 2025

CATEGORY	BUDGET Presupuesto	PREVIOUS/Previo TOTAL	CURRENT/Corriente TOTAL	Y-T-D/Asta ahora TOTAL	REMAINING IN-KIND NEEDED Resto de In Kind para recaudar
NON-FEDERAL CASH/EFFECTIVO NO FEDERAL					
Volunteer Services/Servicios Voluntarios	455,866.00	215,003.20	113,169.82	328,173.02	127,692.98
A. Professional Services/Servicios Profesionales	2,000.00	3,605.75	200.00	3,805.75	(1,805.75)
B. Center Volunteers/Voluntarios en el Centro	453,866.00	211,397.45	112,969.82	324,367.27	129,498.73
Other/Policy Council/Otro/Comité de Póliza	0.00	0.00	0.00	0.00	0.00
State Collaboration/Colaboracion de Estado	1,015,474.00	350,045.92	135,075.26	485,121.18	530,352.82
Donated Supplies/Materiales Donanos	1,000.00	500.00	0.00	500.00	500.00
Donated Food/Comida Donada	0.00	0.00	0.00	0.00	0.00
Donated Space/Sitio Donado	111,010.00	55,506.00	9,251.00	64,757.00	46,253.00
Transportation/Transportacion	0.00	0.00	0.00	0.00	0.00
TOTAL IN-KIND/TOTAL DE IN KIND	1,583,350.00	621,055.12	257,496.08	878,551.20	704,798.80

A. Y-T-D In-Kind / In-Kind asta ahora	878,551.20
B. Contracted In-Kind/ In-kind Contratado	1,583,350.00
C. Percent Y-T-D In-Kind/Porcentaje de in-kind ásta ahora	
CONTRACT AMOUNT/CANTIDAD CONTRATADA	55.49%

Community Action Partnership of Madera County, Inc.
 1225 Gill Avenue
 Madera, CA 93637
 (559) 673-9173

IN-KIND MONTHLY SUMMARY REPORT 2025-2026 / REPORTE SUMARIO MENSUAL DE IN KIND 2025-2026

MIGRANT AND SEASONAL HEAD START 2025-2026 MIGRANTE/TEMPORAL HEAD START 2025-2026
Month-Year OCTOBER 2025/ Mes-Año OCTUBRE 2025

CATEGORY	BUDGET Presupuesto	PREVIOUS/Previo TOTAL	CURRENT/Corriente TOTAL	Y-T-D/Asta ahora TOTAL	REMAINING IN-KIND NEEDED Resto de In Kind para recaudar
NON-FEDERAL CASH/EFFECTIVO NO FEDERAL					
Volunteer Services/Servicios Voluntarios	455,866.00	327,217.86	92,724.61	419,942.47	35,923.53
A. Professional Services/Servicios Profesionales	2,000.00	3,962.00	775.00	4,737.00	(2,737.00)
B. Center Volunteers/Voluntarios en el Centro	453,866.00	323,255.86	91,949.61	415,205.47	38,660.53
Other/Policy Council/Otro/Comité de Póliza	0.00	0.00	0.00	0.00	0.00
State Collaboration/Colaboracion de Estado	1,015,474.00	485,121.18	92,889.18	578,010.36	437,463.64
Donated Supplies/Materiales Donanos	1,000.00	500.00	0.00	500.00	500.00
Donated Food/Comida Donada	0.00	0.00	0.00	0.00	0.00
Donated Space/Sitio Donado	111,010.00	64,757.00	9,251.00	74,008.00	37,002.00
Transportation/Transportacion	0.00	0.00	0.00	0.00	0.00
TOTAL IN-KIND/TOTAL DE IN KIND	1,583,350.00	877,596.04	194,864.79	1,072,460.83	510,889.17

A. Y-T-D In-Kind / In-Kind asta ahora	1,072,460.83
B. Contracted In-Kind/ In-kind Contratado	1,583,350.00
C. Percent Y-T-D In-Kind/ Porcentaje de in-kind ásta ahora	
CONTRACT AMOUNT/CANTIDAD CONTRATADA	67.73%

MONTHLY PROGRAM INFORMATION SUMMARY REPORT FOR POLICY COUNCIL & GOVERNING BODY

Community Action Partnership of Madera County (CAPMC)

[Migrant Head Start]

September 2025

294
cumulative children

223
cumulative families

38
teaching staff

PRIMARY TYPE OF ELIGIBILITY

(#)		(%)
8	Homeless Children	3%
1	Foster Children	0%
129	Receives Public Assistance	44%
119	Income Below Federal Poverty	40%
37	Income Above Federal Poverty	13%

CHILDREN WITH DISABILITIES

(#)		(%)
47	Disabilities (cumulative; minimum 10%)	16%

of children with a Disability Assessment PENDING: 0

DEVELOPMENTAL SCREENING OF NEW ENROLLEES

(#)		(%)
46	New Enrollees (cumulative)	16%
39	Received Screening <45 Days (Of new enrollees)	85%

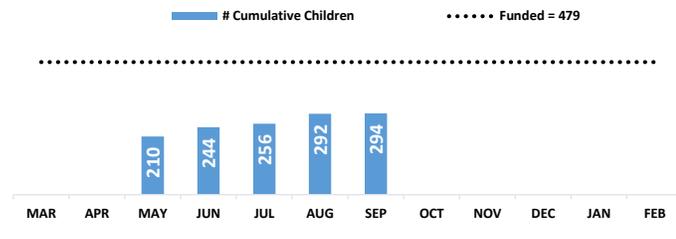
CHILDREN'S HEALTH

(#)		(%)
294	Has Health Insurance	100%
180	EPSDT Up-to-Date	61%
30	Chronic Health Condition	10%
29	Received Medical Treatment (Of children with diagnosed chronic health conditions)	97%
293	Immunizations Up-to-Date (Also includes those eligible for exemption & those with all immunizations possible at this time, but not for their age)	100%
294	Access to Dental Care	100%
279	Completed Dental Exam	95%
42	Received Dental Treatment (Of children who needed dental treatment other than	67%
139	Healthy BMI (Children under 3 years are excluded)	73%

STAFF EDUCATION

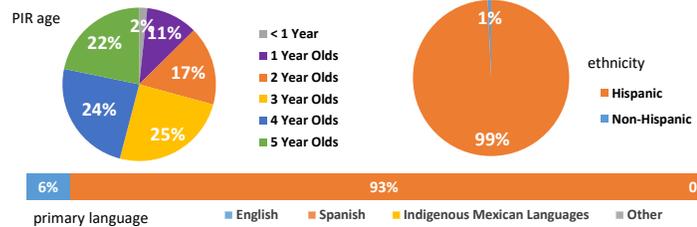
# Staff		% Meet Minimum Education Requirements
10	Preschool Teacher: BA+	50%
	Preschool Teacher: AA+	100%
<i>(AA degree is minimum education requirement for a Preschool Teacher. However, at least 50% should have a BA degree or above).</i>		
8	Preschool Assistant: CDA+	100%
20	Infant/Toddler Teacher: CDA+	100%
<i>(Includes those who are currently enrolled in a CDA/equivalent program or</i>		
<i>All staff should meet minimum education requirements for their position.</i>		

CUMULATIVE ENROLLMENT OF CHILDREN

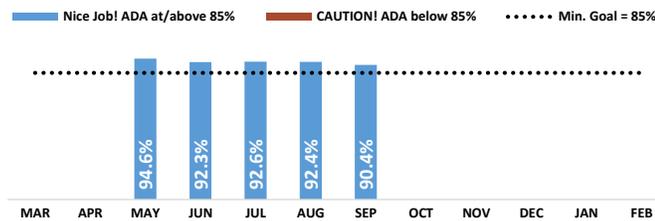


of children on WAITING LIST as of the last day of the report month: 95

DEMOGRAPHICS OF ENROLLED CHILDREN

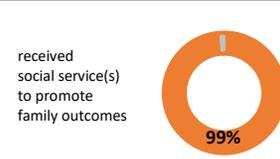
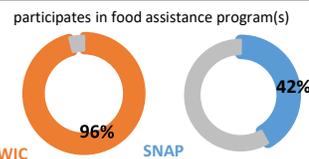


AVERAGE DAILY ATTENDANCE (ADA)



% of children who were CHRONICALLY ABSENT (missed over 10% of class days): 32%

FAMILY INFORMATION



symbol key:

★ = Nice job!

Meets or exceeds Head Start regulations or expectations

⚠ = Caution!

Results lower than expected

✖ = Take Action!

Does not meet Head Start regulations

MONTHLY PROGRAM INFORMATION SUMMARY REPORT FOR POLICY COUNCIL & GOVERNING BODY

Community Action Partnership of Madera County (CAPMC)

[Migrant Head Start]

October 2025

294
cumulative children

223
cumulative families

41
teaching staff

PRIMARY TYPE OF ELIGIBILITY

(#)		(%)
8	Homeless Children	3%
1	Foster Children	0%
129	Receives Public Assistance	44%
119	Income Below Federal Poverty	40%
37	Income Above Federal Poverty	13%

CHILDREN WITH DISABILITIES

(#)		(%)
47	Disabilities (cumulative; minimum 10%)	16%
# of children with a Disability Assessment PENDING:		0

DEVELOPMENTAL SCREENING OF NEW ENROLLEES

(#)		(%)
46	New Enrollees (cumulative)	16%
41	Received Screening <45 Days (Of new enrollees)	89%

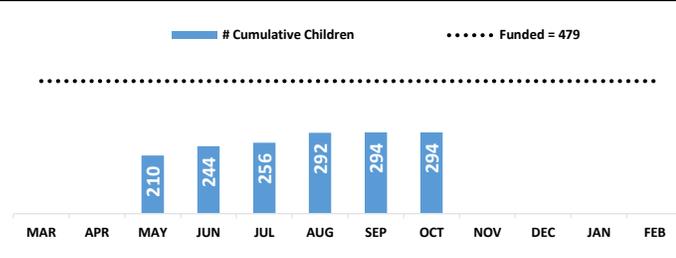
CHILDREN'S HEALTH

(#)		(%)
294	Has Health Insurance	100%
274	EPSDT Up-to-Date	93%
30	Chronic Health Condition	10%
30	Received Medical Treatment (Of children with diagnosed chronic health conditions)	100%
293	Immunizations Up-to-Date (Also includes those eligible for exemption & those with all immunizations possible at this time, but not for their age)	100%
294	Access to Dental Care	100%
281	Completed Dental Exam	96%
48	Received Dental Treatment (Of children who needed dental treatment other than	69%
140	Healthy BMI (Children under 3 years are excluded)	73%

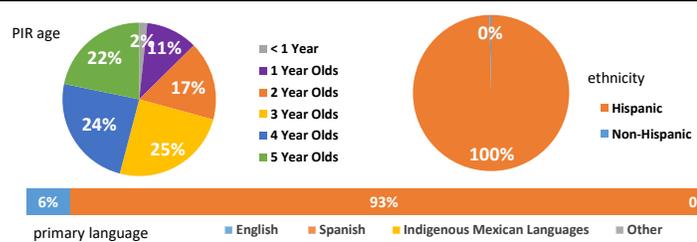
STAFF EDUCATION

# Staff		% Meet Minimum Education Requirements
11	Preschool Teacher: BA+	55%
	Preschool Teacher: AA+	100%
<i>(AA degree is minimum education requirement for a Preschool Teacher. However, at least 50% should have a BA degree or above).</i>		
10	Preschool Assistant: CDA+	100%
20	Infant/Toddler Teacher: CDA+	100%
<i>(Includes those who are currently enrolled in a CDA/equivalent program or</i>		
<i>All staff should meet minimum education requirements for their position.</i>		

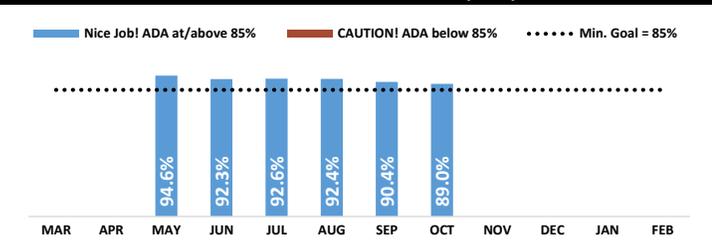
CUMULATIVE ENROLLMENT OF CHILDREN



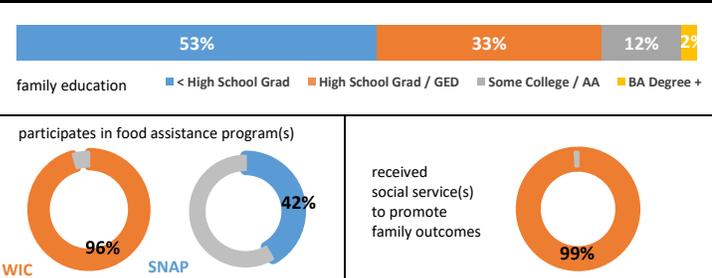
DEMOGRAPHICS OF ENROLLED CHILDREN



AVERAGE DAILY ATTENDANCE (ADA)



FAMILY INFORMATION



symbol key:

★ = Nice job!

Meets or exceeds Head Start regulations or expectations

⚠ = Caution!

Results lower than expected

✖ = Take Action!

Does not meet Head Start regulations

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
MADERA MIGRANT HEAD START including BLENDED MIGRANT PRESCHOOL STATE PROGRAM
INCOME CALCULATIONS
September-2025

FREE MEALS	183		72
REDUCED	0		0
BASE	0		0
TOTAL	183		72

PERCENTAGES:

FREE	100.0000%		100.0000%
REDUCED	0.0000%		0.0000%
BASE	0.0000%		0.0000%
TOTAL	100.0000%		100.0000%

MEAL	#		%		RATE		
BREAKFAST:	3,208	X	100.0000%	X	\$2.4600	=	\$7,891.68
LUNCH:	1,968	X	100.0000%	X	\$4.6000	=	\$9,052.80
	1,163	X	100.0000%	X	\$4.6000	=	\$5,349.80
SUPPLEMENTS:	1,544	X	100.0000%	X	\$1.2600	=	\$1,945.44
	808	X	100.0000%	X	\$1.2600	=	\$1,018.08

	8,691			\$25,257.80
		TOTAL FEDERAL REIMBURSEMENT		
CASH IN LIEU:		LUNCHES X	\$0.3050	\$954.96
TOTAL REIMBURSEMENT				\$26,212.76

STATE REIMBURSEMENTS: MEAL DESCRIPTION	MEALS		STATE RATE		% ALLOC		TOTAL STATE EARNINGS
TOTAL BREAKFAST	3,208	X	\$0.2160	X	100%		\$692.93
TOTAL LUNCHES	3,131	X	\$0.2160	X	100%		\$676.30
TOTAL:							\$1,369.23

TOTAL OF FEDERAL & STATE REIMBURSEMENTS:

	Breakfast	Lunch	Snack	Total
CMIG-MADERA MIGRANT PRESCHOOL	-	1,163	808	1,971
MMHS-MADERA MIGRANT HEAD START	3,208	1,968	1,544	6,720
	3,208	3,131	2,352	8,691
	3,208	3,131	2,352	8,691
	MMHS	CMIG	Total	
TOTAL FEDERAL REIMBURSEMENT:	\$18,889.92	\$6,367.88	\$25,257.80	
CASH IN LIEU:	\$600.24	\$354.72	\$954.96	
TOTAL STATE REIMBURSEMENTS:	\$1,118.02	\$251.21	\$1,369.23	
	\$20,608.18	\$6,973.81	\$27,581.99	

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
MADERA MIGRANT HEAD START including BLENDED MIGRANT PRESCHOOL STATE PROGRAM
INCOME CALCULATIONS
October-2025**

FREE MEALS	171	64
REDUCED	0	0
BASE	0	0
TOTAL	171	64

PERCENTAGES:

FREE	100.0000%	100.0000%
REDUCED	0.0000%	0.0000%
BASE	0.0000%	0.0000%
TOTAL	100.0000%	100.0000%

MEAL	#		%		RATE		
BREAKFAST:	2,933	X	100.0000%	X	\$2.4600	=	\$7,215.18
LUNCH:	1,778	X	100.0000%	X	\$4.6000	=	\$8,178.80
	1,090	X	100.0000%	X	\$4.6000	=	\$5,014.00
SUPPLEMENTS:	1,363	X	100.0000%	X	\$1.2600	=	\$1,717.38
	755	X	100.0000%	X	\$1.2600	=	\$951.30

	7,919			\$23,076.66
		TOTAL FEDERAL REIMBURSEMENT		
CASH IN LIEU:		LUNCHES X	\$0.3050	\$874.74
TOTAL REIMBURSEMENT				\$23,951.40

STATE REIMBURSEMENTS: MEAL DESCRIPTION	MEALS		STATE RATE		% ALLOC		TOTAL STATE EARNINGS
TOTAL BREAKFAST	2,933	X	\$0.2160	X	100%		\$633.53
TOTAL LUNCHES	2,868	X	\$0.2160	X	100%		\$619.49
TOTAL:							\$1,253.02

TOTAL OF FEDERAL & STATE REIMBURESMENTS:

	Breakfast	Lunch	Snack	Total
CMIG-MADERA MIGRANT PRESCHOOL	-	1,090	755	1,845
MMHS-MADERA MIGRANT HEAD START	2,933	1,778	1,363	6,074
	2,933	2,868	2,118	7,919
	MMHS	CMIG	Total	
TOTAL FEDERAL REIMBURSEMENT:	\$17,111.36	\$5,965.30	\$23,076.66	
CASH IN LIEU:	\$542.29	\$332.45	\$874.74	
TOTAL STATE REIMBURSEMENTS:	\$1,017.58	\$235.44	\$1,253.02	
	\$18,671.23	\$6,533.19	\$25,204.42	

Madera County Community Action Agency
 1225 Gill Ave Street
 Madera, CA 93637

Regional
 Early Head Start

IN-KIND MONTHLY SUMMARY REPORT

Month

October

Year

2025

CATEGORY	BUDGET	PREVIOUS TOTAL	CURRENT TOTAL	Y-T-D TOTAL	REMAINING IN-KIND NEEDED
NON-FEDERAL CASH					
Volunteer Services/Servicios Voluntarios	208,787.00	123,341.49	26,874.20	150,215.69	58,571.31
A. Professional Services/Servicios Profesionales	-	0.00		-	-
B. Center Volunteers/Voluntarios en el Centro	206,086.00	123,341.49	26,874.20	150,215.69	55,870.31
C. Other/Policy Council/Otro/Comité de Póliza	2,701.00	0.00		-	2,701.00
Donated Food/Comida Donada	-	0.00		-	-
Donated Supplies/Materiales Donado	451.00	0.00		-	451.00
Donated Equipment	-	0.00		-	-
Donated Bus Storage	-	0.00		-	-
Donated Space/Sitio Donado	-	0.00		-	-
Transportation/ Transportación	-	0.00		-	-
TOTAL IN-KIND	209,238.00	123,341.49	26,874.20	150,215.69	59,022.31
Grand Total	209,238.00	123,341.49	26,874.20	150,215.69	59,022.31

B. Contracted In-Kind

\$ 150,215.69

C. Percent Y-T-D In-Kind

71.79%

Madera County Community Action Agency
 1225 Gill Ave Street
 Madera, CA 93637

Regional
 Basic

IN-KIND MONTHLY SUMMARY REPORT

Month

October

Year

2026-2027

CATEGORY	BUDGET	PREVIOUS TOTAL	CURRENT TOTAL	Y-T-D TOTAL	REMAINING IN-KIND NEEDED
NON-FEDERAL CASH					
Volunteer Services/Servicios Voluntarios	136,819.00	58,891.36	51,316.35	110,207.71	26,611.29
A. Professional Services/Servicios Profesionales	-	0.00		-	-
B. Center Volunteers/Voluntarios en el Centro	134,118.00	58,891.36	51,316.35	110,207.71	23,910.29
C. Other/Policy Council/Otro/Comité de Póliza	2,701.00	0.00		-	2,701.00
Donated Food/Comida Donada	-	0.00		-	-
Donated Supplies/Materiales Donado	4,697.00	0.00		-	4,697.00
Donated Equipment	-	0.00		-	-
Donated Bus Storage	-	0.00		-	-
Donated Space/Sitio Donado	318,251.00	78,706.20	19,676.55	98,382.75	219,868.25
Transportation/ Transportación	-	0.00		-	-
REGIONAL TOTAL IN-KIND	459,767.00	137,597.56	70,992.90	208,590.46	251,176.54
STATE FUND 319	\$676,616	236,512.00	135,150.00	371,662.00	304,954.00
Grand Total	1,136,383.00	374,109.56	206,142.90	580,252.46	556,130.54

	Contract	Booked	Residual
A. Regional YTD In-kind	459,767.00	\$ 208,590.46	251,177
B. State YTD In-kind	676,616.00	371,662.00	304,954
Total	1,136,383.00	\$ 580,252.46	556,131

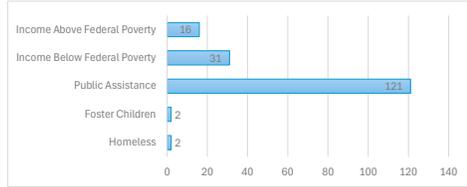


CAPMC - Madera Head Start Program

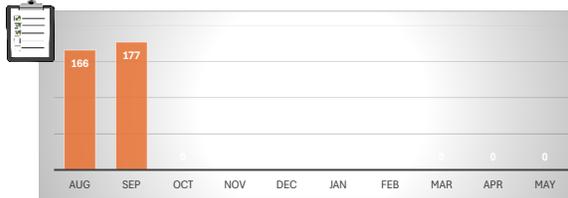
October 2025

<p>196 Funded Enrollment</p>	<p>166 Participating Families</p>	<p>33 Teaching Staff</p>	
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Primary Type of Eligibility



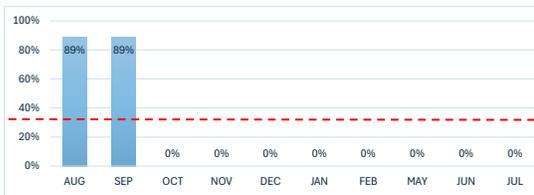
Monthly Enrollment



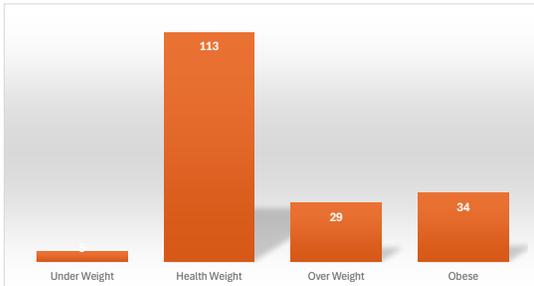
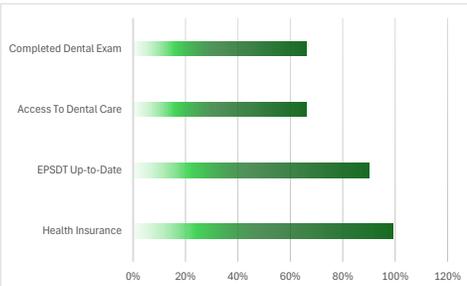
Disabilities Services



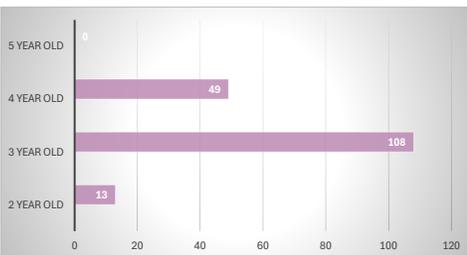
Average Monthly Attendance



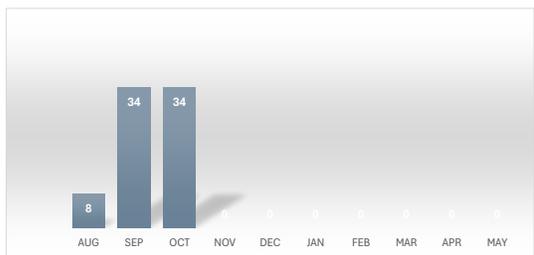
Health & Nutrition Services



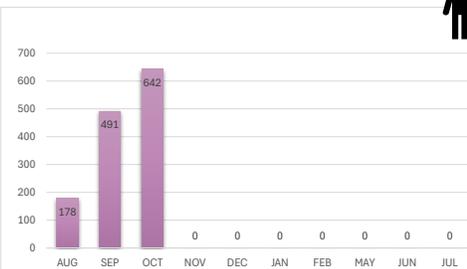
Demographics of Enrolled Children & Families



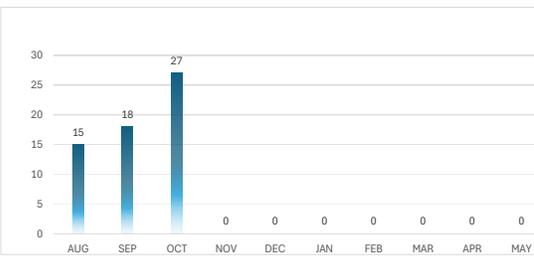
Family Services



Ready Rosie - Video Views



Father Engagement



**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
REGIONAL HEAD START including BLENDED CSPP STATE PROGRAM
INCOME CALCULATIONS
September-2025**

FREE MEALS	177		137
REDUCED	0		0
BASE	0		0
TOTAL	177		137

PERCENTAGES:

FREE	100.0000%		100.0000%
REDUCED	0.0000%		0.0000%
BASE	0.0000%		0.0000%
TOTAL	100.0000%		100.0000%

MEAL	#		%		RATE	=	
BREAKFAST:	2,503	X	100.0000%	X	\$2.4600		\$6,157.38
LUNCH:	2,767	X	100.0000%	X	\$4.6000		\$12,728.20
SUPPLEMENTS:	74	X	100.0000%	X	\$1.2600		\$93.24

	5,344			\$18,978.82
		TOTAL FEDERAL REIMBURSEMENT		

CASH IN LIEU:		LUNCHES X \$0.3050		\$843.94
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TOTAL REIMBURSEMENT				\$19,822.76
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STATE REIMBURSEMENTS: MEAL DESCRIPTION	MEALS		STATE RATE		% ALLOC	TOTAL STATE EARNINGS
TOTAL BREAKFAST	2,503	X	\$0.2137	X	100%	\$534.89
TOTAL LUNCHES	2,767	X	\$0.2137	X	100%	\$591.31
TOTAL:						\$1,126.20

TOTAL OF FEDERAL & STATE REIMBURESMENTS:				\$20,948.96
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	Breakfast	Lunch	Snack	Total
RHS	210	2,767	74	3,051
CSPP	2,293	-	-	2,293
	2,503	2,767	74	5,344

	RHS	CSPP	Total
TOTAL FEDERAL REIMBURSEMENT:	\$13,338.04	\$5,640.78	\$18,978.82
CASH IN LIEU:	\$843.94	\$0.00	\$843.94
TOTAL STATE REIMBURSEMENTS:	\$534.89	\$591.31	\$1,126.20
	\$14,716.87	\$6,232.09	\$20,948.96

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
REGIONAL HEAD START including BLENDED CSPP STATE PROGRAM
INCOME CALCULATIONS
October-2025**

FREE MEALS	177	139	
REDUCED	0	0	
BASE	0	0	
TOTAL	177	139	

PERCENTAGES:

FREE	100.0000%	100.0000%	
REDUCED	0.0000%	0.0000%	
BASE	0.0000%	0.0000%	
TOTAL	100.0000%	100.0000%	

MEAL	#		%		RATE	=	
BREAKFAST:	2,538	X	100.0000%	X	\$2.4600		\$6,243.48
LUNCH:	2,894	X	100.0000%	X	\$4.6000		\$13,312.40
SUPPLEMENTS:	126	X	100.0000%	X	\$1.2600		\$158.76

	5,558			\$19,714.64
		TOTAL FEDERAL REIMBURSEMENT		

CASH IN LIEU:		LUNCHES X \$0.3050		\$882.67
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TOTAL REIMBURSEMENT				\$20,597.31
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STATE REIMBURSEMENTS: MEAL DESCRIPTION	MEALS		STATE RATE		% ALLOC	TOTAL STATE EARNINGS
TOTAL BREAKFAST	2,538	X	\$0.2137	X	100%	\$542.37
TOTAL LUNCHES	2,894	X	\$0.2137	X	100%	\$618.45
TOTAL:						\$1,160.82

TOTAL OF FEDERAL & STATE REIMBURESMENTS:				\$21,758.13
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	Breakfast	Lunch	Snack	Total
RHS	204	2,894	126	3,224
CSPP	2,334	-	-	2,334
	2,538	2,894	126	5,558

	RHS	CSPP	Total
TOTAL FEDERAL REIMBURSEMENT:	\$13,973.00	\$5,741.64	\$19,714.64
CASH IN LIEU:	\$882.67	\$0.00	\$882.67
TOTAL STATE REIMBURSEMENTS:	\$542.37	\$618.45	\$1,160.82
	\$15,398.04	\$6,360.09	\$21,758.13



Report to the Board of Directors

Agenda Item Number: D-9

Board of Directors Meeting for: December 11, 2025

Author: Maritza Gomez-Zaragoza

DATE: November 25, 2025.

TO: Board of Directors

FROM: Maritza Gomez-Zaragoza, Program Director

SUBJECT: Madera Regional and Early Head Start Program Information Report for 2024-2025

I. RECOMMENDATIONS

Informational only

II. SUMMARY

The Office of Head Start Program Information Report (PIR) is an annual report required of all Head Start programs in the country, and serves as one source of data for tracking program performance. The Office of Head Start utilizes the PIR indicators to assess strengths and challenges and to target technical assistance to those areas needing improvement. This information is also made available to federal legislators and the public. Per the Head Start Act 642(d)(2)(I), the Policy Council must be presented the PIR annually.

III. DISCUSSION

The program completed the PIR report for 2024-2025 based on the data gather. Below are some demographics of the children and families served in the Madera Regional and Early Head Start.

1. Regional Head Start

Based on the data collected by staff, Community Action Partnership of Madera County (CAPMC) Madera Regional Head Start (MMRHS) program served 257 children of the 196 funded enrollment.

	CAPMC Regional Head Start
Children with health insurance	99.6%
Children with a medical home	100%
Children with a dental home	82%
Children with up-to-date immunizations or all possible immunizations	99%
Children with an Individualized Education Program (IEP)	12%
Families who received at least one family service	100%

2. Attached is the PIR report in its entirety for 2024-2025.

3. **Early Head Start**

Community Action Partnership of Madera County's (CAPMC) Madera Head Start program served 78 children and 12 pregnant women, exceeding the funded enrollment of 50 children and 2 pregnant women.

	CAPMC Early Head Start
Children and Pregnant Individual with health insurance	100%
Children and Pregnant Individual with a medical home	100%
Children with a dental home	96%
Children with up-to-date immunizations or all possible immunizations	60%
Individualized Family Service Plan (IFSP)	15%
Families who received at least one family service	100%

4. Attached is the PIR report in its entirety for 2024-2025.

- The Madera Regional and Early Head Start Program Information Report for 2024-2025 will be presented to the Policy Council on December 4, 2025.

IV. **FINANCING:** Not applicable.



A. PROGRAM INFORMATION

GENERAL INFORMATION

Grant Number	09CH011519
Program Number	000
Program Type	Head Start
Program Name	Community Action Partnership of Madera County
Program Address	1225 Gill Ave
Program City, State, Zip Code (5+4)	Madera, CA, 93637-5234
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	mgomez@maderacap.org
Agency Web Site Address	http://www.maderacap.org
Name and Title of Approving Official	Mr. Eric LiCalsi, Chairperson
Unique Entity Identifier (UEI)	V9D5YUNVFNA4
Agency Type	Community Action Agency (CAA)
Agency Description	Grantee that directly operates program(s) and has no delegates

FUNDED ENROLLMENT

Funded enrollment by funding source

	<i># of children</i>
A.1 Funded Enrollment:	196
a. Head Start/Early Head Start Funded Enrollment, as identified on the NOA that captures the greatest part of the program year	196
b. Funded Enrollment from non-federal sources, i.e., state, local, private	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	151
1. Of these, the number that are available for the full-working-day	0
2. Of these, the number that are available for the full-calendar-year	0
3. 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	45
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

Funded slots at child care partner

	# of slots
A.7 Total number of slots in the center-based or locally designed option	196
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	12
a. Of these, the number of double session classes	2

CUMULATIVE ENROLLMENT

Children by age

	# of children
A.10 Children by age:	
a. Under 1 year	0
b. 1 year old	0
c. 2 years old	34
d. 3 years old	125
e. 4 years old	98
f. 5 years and older	0
g. Total cumulative enrollment of children	257

Total cumulative enrollment

	# of children
A.12 Total cumulative enrollment	257

Primary type of documentation used for determining eligibility

	# of children
A.13 Report each enrollee only once by primary type of eligibility:	
a. Income at or below 100% of federal poverty line	39
b. Public assistance*	188
1. TANF documentation	50
2. SSI documentation	5
3. SNAP documentation	133
c. Foster care	7
d. Homeless	1
e. Eligibility based on other type of need, but not counted in A.13.a through d	10
	# of children
f. Incomes between 100% and 130% of the federal poverty line, but not counted in A.13.a through e	12

A.14 If the program serves enrollees under A.13.f, specify how the program has demonstrated that all children in their area that would be eligible under A.13.a to A.13.d are being served.

Program eligibility criterion ensures that children with greater need and/or income eligible have first priority.

Prior enrollment

	# of children
A.15 Enrolled in Head Start or Early Head Start for:	
a. The second year	62
b. Three or more years	0

Transition and turnover

	# of children
A.16 Total number of preschool children who left the program any time after classes or home visits began and did not re-enroll	70
a. Of the preschool children who left the program during the program year, the number of preschool children who were enrolled less than 45 days	26

	# of preschool children
A.17 Of the number of preschool children enrolled in Head Start at the end of the current enrollment year, the number projected to be entering kindergarten in the following school year	76

Attendance

	# of children
A.22 The total number of children cumulatively enrolled in the center-based or family child care program option	257
a. Of these children, the number of children that were chronically absent	155
1. Of the children chronically absent, the number that stayed enrolled until the end of enrollment	102

A.23 Comments on children that were chronically absent:

Primary reason for absences was due to illness or transportation issues.

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	151

Ethnicity and race

# of children	
(1) Hispanic or Latino origin	(2) Non-Hispanic or Non-Latino origin

A.25 Race and ethnicity			
a. American Indian or Alaska Native		4	11
b. Asian		1	1
c. Black or African American		1	8
d. Native Hawaiian or other Pacific Islander		0	0
e. White		44	24
f. Bi-racial/Multi-racial		13	1
g. Other		148	1
Explain:	Mexican		

	# of children / pregnant women
h. Unspecified ethnicity or race	0

Primary language of family at home

	# of children
A.26 Primary language of family at home:	
a. English	180
1. Of these, the number of children acquiring/learning another language in addition to English	57
b. Spanish	76
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)	1
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	134

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) # of Head Start or Early Head Start staff	(2) # of contracted staff
B.1 Total number of staff members, regardless of the funding source for their salary or number of hours worked	79	0
a. Of these, the number who are current or former Head Start or Early Head Start parents	19	0

TOTAL VOLUNTEERS

Volunteers by type

	# of volunteers
B.2 Number of persons providing any volunteer services to the program during the program year	187
a. Of these, the number who are current or former Head Start or Early Head Start parents	187

EDUCATION AND CHILD DEVELOPMENT STAFF

Preschool classroom and assistant teachers (HS and Migrant programs)

	(1) # of classroom teachers	(2) # of assistant teachers
B.3 Total number of preschool education and child development staff by position	11	11

	(1) # of classroom teachers	(2) # of assistant 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) # of classroom teachers	(2) # of assistant 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	6	3
3. Any field and is part of the Teach for America program and passed a rigorous early childhood content exam		

	(1) # of classroom teachers	(2) # of assistant 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	5	6

	(1) # of classroom teachers	(2) # of assistant 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	2
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	2

	(1) # of classroom teachers	(2) # of assistant 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 teachers
B.4 Total number of preschool classroom teachers that do not meet qualifications listed in B.3.a or B.3.b	5
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 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

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
1. Of these, the number of home visitors that hold a 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
1. Of these, the number of family child care providers that hold a 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) Hispanic or Latino origin	(2) 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	1
d. Native Hawaiian or other Pacific Islander	0	0
e. White	0	4
f. Biracial/Multi-racial	0	0
g. Other	17	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.	16
a. Of these, the number who are proficient in more than one language other than English	16

B.15 Language groups in which staff are proficient:	# of non-supervisory education and child development staff
a. Spanish	16
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) # of Head Start or Early Head Start staff	(2) # 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)	13	0
a. Of these, the number who were replaced	11	0

Education and child development staff turnover

	<i># of staff</i>
B.17 The number of classroom 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)	6
a. Of these, the number who were replaced	4
b. Of these, the number who left while classes and home visits were in session	4
c. Of these, the number that were classroom teachers who left the program	2

	<i># of staff</i>
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	1
1. Of these, the number that moved to state pre-k or other early childhood program	0
b. Retirement or relocation	1
c. Involuntary separation	1
d. Other (e.g., change in job field, reason not provided)	3
1. Specify: Personal/health reasons/moved out of area	
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) # of children at enrollment	(2) # of children at end of enrollment
C.1 Number of all children with health insurance	256	256
a. Of these, the number enrolled in Medicaid and/or CHIP	248	248
b. Of these, the number enrolled in state-only funded insurance (e.g., medically indigent insurance), private insurance, or other health insurance	8	8
C.2 Number of children with no health insurance	1	1

Accessible health care - children

	(1) # of children at enrollment	(2) # of children at 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	256	257
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	95	95

Medical services – children

	(1) # of children at enrollment	(2) # of children at 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	257	257
		# 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		33
a. Of these, the number who received medical treatment for their diagnosed chronic health condition		33
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		0
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)	3
b. Attention deficit hyperactivity disorder (ADHD)	0
c. Asthma	4
d. Seizures	0
e. Life-threatening allergies (e.g., food allergies, bee stings, and medication allergies that may result in systemic anaphylaxis)	2
f. Hearing Problems	0
g. Vision Problems	26
h. Blood lead level test with elevated lead levels >5 g/dL	0
i. Diabetes	0

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

	# of children at enrollment
C.10 Number of children who are in the following weight categories according to the 2022 CDC BMI-for-age growth charts	
a. Underweight (BMI less than 5th percentile for child's age and sex)	4
b. Healthy weight (at or above 5th percentile and below 85th percentile for child's age and sex)	155
c. Overweight (BMI at or above 85th percentile and below 95th percentile for child's age and sex)	32
d. Obese (BMI at or above 95th percentile for child's age and sex)	54

Immunization services - children

	(1) # of children at enrollment	(2) # of children at 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	252	255
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	2
C.13 Number of children who meet their state's guidelines for an exemption from immunizations	0	0

ORAL HEALTH

Accessible dental care - children

	(1) # of children at enrollment	(2) # of children at end of enrollment
C.18 Number of children with continuous, accessible oral care provided by an oral health care professional which includes access to oral health preventive care and oral treatment	169	212

	# of children
C.19 Number of children who received oral health preventive care during the program year	212
C.20 Number of all children who have completed a professional oral examination during the program year	225
a. Of these, the number of children diagnosed as needing oral treatment during the program year	51
1. Of these, the number of children who received oral treatment during the program year	25
b. Specify the primary reason that children who needed dental treatment did not receive it:	# of children
1. Health insurance doesn't cover oral treatment	0
2. No oral care available in local area	0
3. Medicaid not accepted by dentist	0
4. Dentists in the area do not treat 3- to 5-year-old children	0
5. Dentists in the area do not treat children below age 3	0
6. Parents did not keep/make appointment	12
7. Children left the program before their appointment date	6
8. Appointment is scheduled for future date	8
9. No transportation	0
10. Other	0

Mental health consultation

	# of staff
C.21 Total number of classroom teachers, home visitors, and family child care providers	11
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	6

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	32
a. Of these, the number who received an evaluation to determine IDEA eligibility	14
1. Of the children that received an evaluation, the number that were diagnosed with a disability under IDEA	13
2. Of the children that received an evaluation, the number that were not diagnosed with a disability under IDEA	1
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
b. Of these, the number who did not receive an evaluation to determine IDEA eligibility	18
	# of children
C.23 Specify the primary reason that children referred for an evaluation to determine IDEA eligibility did not receive it:	
a. The responsible agency assigned child to Response to Intervention (RTI)	2
b. Parent(s) refused evaluation	4
c. Evaluation is pending and not yet completed by responsible agency	4
d. Other	8

1. Specify:	Evaluation not warranted per LEA
-------------	----------------------------------

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	47
a. Of these, the number who were determined eligible to receive special education and related services:	# of children
1. Prior to this program year	31
2. During this program year	16
b. Of these, the number who have not received special education and related services	0

Preschool primary disabilities (HS and Migrant programs)

	(1) # of children determined to have this disability	(2) # of children receiving special services
C.26 Diagnosed primary disability:		
a. Health impairment (i.e., meeting IDEA definition of "other health impairment")	1	1
b. Emotional disturbance	0	0
c. Speech or language impairments	38	38
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	7	7
j. Traumatic brain injury	0	0
k. Non-categorical/developmental delay	0	0
l. Multiple disabilities (excluding deaf-blind)	0	0
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	192
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	182
a. Of these, the number identified as needing follow-up assessment or formal evaluation to determine if the child has a disability	21
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 (PreSchool)
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:	234
a. Of these, the number of two-parent families	119
b. Of these, the number of single-parent families	115
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)	226
1. Of these, the number of families with a mother only (biological, adoptive, stepmother)	108
2. Of these, the number of families with a father only (biological, adoptive, stepfather)	4
b. Grandparents	1
c. Relative(s) other than grandparents	1
d. Foster parent(s) not including relatives	6
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	17
b. An associate degree, vocational school, or some college	46
c. A high school graduate or GED	119
d. Less than high school graduate	52

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	159
1. Of these families, the number in which one or more parent/guardian is employed	159
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)	28
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)	2
b. Neither/No parent/guardian is employed, in job training, or in school at enrollment (e.g., unemployed, retired, or disabled)	75

	# of families at end of enrollment
C.38 Total number of families in which:	
a. At least one parent/guardian is employed, in job training, or in school at end of enrollment	159
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)	159
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)	0
b. Neither/No parent/guardian is employed, in job training, or in school at end of enrollment (e.g., unemployed, retired, or disabled)	75
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	75

	# of families at enrollment
C.39 Total number of families in which:	
a. At least one parent/guardian is a member of the United States military on active duty	1
b. At least one parent/guardian is a veteran of the United States military	1

Federal or other assistance

	# of families at enrollment	# of families at end of enrollment
C.40 Total number of families receiving any cash benefits or other services under the Federal Temporary Assistance to Needy Families (TANF) Program	47	47
C.41 Total number of families receiving Supplemental Security Income (SSI)	5	5
C.42 Total number of families receiving services under the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)	174	173
C.43 Total number of families receiving benefits under the Supplemental Nutrition Assistance Program (SNAP), formerly referred to as Food Stamps	174	174

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)	76
b. Housing assistance (e.g., subsidies, utilities, repairs)	7
c. Asset building services (e.g., financial education, debt counseling)	41
d. Mental health services	16
e. Substance misuse prevention	20
f. Substance misuse treatment	2
g. English as a Second Language (ESL) training	12
h. Assistance in enrolling into an education or job training program	34
i. Research-based parenting curriculum	219
j. Involvement in discussing their child's screening and assessment results and their child's progress	216
k. Supporting transitions between programs (i.e., EHS to HS, HS to kindergarten)	234
l. Education on preventive medical and oral health	97
m. Education on health and developmental consequences of tobacco product use	47
n. Education on nutrition	78
o. Education on postpartum care (e.g., breastfeeding support)	8
p. Education on relationship/marriage	4
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	234

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	29
b. Family goal setting	29
c. Involvement in child's Head Start child development experiences (e.g., home visits, parent-teacher conferences, etc.)	82
d. Head Start program governance, such as participation in the Policy Council or policy committees	1

	# of father/ father figures
e. Parenting education workshops	48

Homelessness services

	# of families
C.47 Total number of families experiencing homelessness that were served during the enrollment year	2

	# of children
C.48 Total number of children experiencing homelessness that were served during the enrollment year	3

	# 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	7

C.51 Total number of enrolled children who were referred to Head Start/Early Head Start services by a child welfare agency	3
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D. GRANT LEVEL QUESTIONS

INTENSIVE COACHING

	<i># of education and child development staff</i>
D.1 The number of education and child development staff (i.e., teachers, preschool assistant teachers, home visitors, family child care providers) that received intensive coaching	12
	<i># of coaches</i>
D.2 The number of individuals that provided intensive coaching, whether by staff, consultants, or through partnership	1

MANAGEMENT STAFF SALARIES

	<i>(3) Number of Management Staff in this Position</i>
D.3 Management staff:	
a. Executive Director	1
b. Head Start and/or Early Head Start Director	1
c. Education Manager/Coordinator	3
d. Health Services Manager/Coordinator	1
e. Family & Community Partnerships Manager/Coordinator	1
f. Disability Services Manager/Coordinator	1
g. Fiscal Officer	1

FAMILY SERVICES STAFF QUALIFICATIONS

	<i># of family services staff</i>
D.5 Total number of family services staff:	10
a. Of these, the number that have a credential, certification, associate, baccalaureate, or advanced degree in social work, human services, family services, counseling, or a related field	10
b. Of these, the number that do not meet one of the qualifications described in D.5.a	0
1. Of the family services staff in D.5.b, the number enrolled in a degree or credential program that would meet a qualification described in D.5.a.	0
2. Of the family services staff in D.5.b, the number hired before November 7, 2016	0

FORMAL AGREEMENTS FOR COLLABORATION

	# of partners or agencies
D.6 Total number of child care partners in which a formal agreement was in effect	1
D.7 Total number of LEAs in the service area	1
a. Of these, the total number of LEAs in which a formal agreement was in effect to coordinate services for children with disabilities	1
b. Of these, the total number of LEAs in which a formal agreement was in effect to coordinate transition services	1
D.8 Total number of Part C agencies in the service area	1
a. Of these, the total number of Part C agencies in which a formal agreement was in effect to coordinate services for children with disabilities	1

REPORTING INFORMATION

PIR Report Status	Started
Last Update Date	08/05/2025



2024-2025 EARLY HEAD START PROGRAM INFORMATION REPORT
 09CH011519-200 COMMUNITY ACTION PARTNERSHIP OF MADERA
 COUNTY, INC.

A. PROGRAM INFORMATION

GENERAL INFORMATION

Grant Number	09CH011519
Program Number	200
Program Type	Early Head Start
Program Name	COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
Program Address	1225 Gill Ave
Program City, State, Zip Code (5+4)	Madera, CA, 93637-5234
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	mgomez@maderacap.org
Agency Web Site Address	http://www.maderacap.org
Name and Title of Approving Official	Mr. Eric LiCalsi, Chairperson
Unique Entity Identifier (UEI)	V9D5YUNVFNA4
Agency Type	Community Action Agency (CAA)
Agency Description	Grantee that directly operates program(s) and has no delegates

FUNDED ENROLLMENT

Funded enrollment by funding source

	<i># of children / pregnant women</i>
A.1 Funded Enrollment:	50
a. Head Start/Early Head Start Funded Enrollment, as identified on the NOA that captures the greatest part of the program year	50
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	0
1. Of these, the number that are available for the full-working-day	0
2. Of these, the number that are available for the full-calendar-year	0
3. 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	48
A.4 Family child care option	0

	# of slots
A.5 Locally designed option	0
	# of pregnant women slots
A.6 Pregnant women slots	2

Funded slots at child care partner

	# of slots
A.7 Total number of slots in the center-based or locally designed option	0
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	0
a. Of these, the number of double session classes	0

CUMULATIVE ENROLLMENT

Children by age

	# of children
A.10 Children by age:	
a. Under 1 year	28
b. 1 year old	24
c. 2 years old	20
d. 3 years old	6
g. Total cumulative enrollment of children	78

Pregnant women (EHS programs)

	# of pregnant women
A.11 Cumulative enrollment of pregnant women	12

Total cumulative enrollment

	# of children / pregnant women
A.12 Total cumulative enrollment	90

Primary type of documentation used for determining 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	24
b. Public assistance*	58
1. TANF documentation	16
2. SSI documentation	0
3. SNAP documentation	42
c. Foster care	2
d. Homeless	0
e. Eligibility based on other type of need, but not counted in A.13.a through d	0

	# of children / pregnant women
f. Incomes between 100% and 130% of the federal poverty line, but not counted in A.13.a through e	6

A.14 If the program serves enrollees under A.13.f, specify how the program has demonstrated that all children in their area that would be eligible under A.13.a to A.13.d are being served.
The program has a selection criterion that ensures children with greater need and/or income eligible have higher priority.

Prior enrollment

	# of children
A.15 Enrolled in Head Start or Early Head Start for:	
a. The second year	22
b. Three or more years	15

Transition and turnover

	# of children
A.18 Total number of infants and toddlers who left the program any time after classes or home visits began and did not re-enroll	31
a. Of the infants and toddlers who left the program above, the number of infants and toddlers who were enrolled less than 45 days	5
b. Of the infants and toddlers who left the program during the program year, the number who aged out of Early Head Start	10
1. Of the infants and toddlers who aged out of Early Head Start, the number who entered a Head Start program	8
2. Of the infants and toddlers who aged out of Early Head Start, the number who entered another early childhood program	1
3. Of the infants and toddlers who aged out of Early Head Start, the number who did not enter another early childhood program	1

	# of pregnant women
A.19 Total number of pregnant women who left the program after receiving Early Head Start services but before the birth of their infant, and did not re-enroll	1
A.20 Number of pregnant women receiving Early Head Start services at the time their infant was born	11
a. Of the pregnant women enrolled when their infant was born, the number whose infant was subsequently enrolled in the program	9
b. Of the pregnant women enrolled when their infant was born, the number whose infant was not subsequently enrolled in the program	2

Attendance

	# of children
A.22 The total number of children cumulatively enrolled in the center-based or family child care program option	0
a. Of these children, the number of children that were chronically absent	0
1. Of the children chronically absent, the number that stayed enrolled until the end of enrollment	0

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) Hispanic or Latino origin	(2) Non-Hispanic or Non-Latino origin
A.25 Race and ethnicity		
a. American Indian or Alaska Native	0	0
b. Asian	0	0
c. Black or African American	0	2
d. Native Hawaiian or other Pacific Islander	0	0
e. White	57	1
f. Bi-racial/Multi-racial	2	1
g. Other	26	1
Explain:	Mexican	

	# of children / pregnant women
h. Unspecified ethnicity or race	0

Primary language of family at home

	# of children
A.26 Primary language of family at home:	
a. English	29
1. Of these, the number of children acquiring/learning another language in addition to English	8
b. Spanish	61
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

	# of children
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	69

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.
<i>Name/title</i>
ChildPlus

B. PROGRAM STAFF & QUALIFICATIONS

TOTAL STAFF

Staff by type

	(1) # of Head Start or Early Head Start staff	(2) # of contracted staff
B.1 Total number of staff members, regardless of the funding source for their salary or number of hours worked	16	0
a. Of these, the number who are current or former Head Start or Early Head Start parents	5	0

TOTAL VOLUNTEERS

Volunteers by type

	# of volunteers
B.2 Number of persons providing any volunteer services to the program during the program year	45
a. Of these, the number who are current or former Head Start or Early Head Start parents	0

EDUCATION AND CHILD DEVELOPMENT STAFF

Infant and toddler classroom teachers (EHS and Migrant programs)

	# of classroom teachers
B.6 Total number of infant and toddler classroom teachers	0

	# 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	
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	
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:	
c. An associate degree in:	
1. Early childhood education with a focus on infant and toddler development or	
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	0

	# 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	0
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

	# 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	5
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	5
1. Of these, the number of home visitors that hold a baccalaureate or advanced degree	1
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
1. Of these, the number of family child care providers that hold a 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

	# of child development specialists
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) Hispanic or Latino origin	(2) 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	5	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.	5
a. Of these, the number who are proficient in more than one language other than English	5

B.15 Language groups in which staff are proficient:	# of non-supervisory education and child development staff
a. Spanish	5
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

I. Unspecified (language is not known or staff declined identifying the language)	0
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STAFF TURNOVER

All staff turnover

	(1) # of Head Start or Early Head Start staff	(2) # 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)	0	0
a. Of these, the number who were replaced	0	0

Education and child development staff turnover

	# of staff
B.17 The number of classroom 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)	0
a. Of these, the number who were replaced	0
b. Of these, the number who left while classes and home visits were in session	0
c. Of these, the number that were classroom teachers who left the program	0

	# 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	0
c. Involuntary separation	0
d. Other (e.g., change in job field, reason not provided)	0
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) # of children at enrollment	(2) # of children at end of enrollment
C.1 Number of all children with health insurance	78	78
a. Of these, the number enrolled in Medicaid and/or CHIP	78	78
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.2 Number of children with no health insurance	0	0

Health insurance - pregnant women (EHS programs)

	(1) # of pregnant women at enrollment	(2) # of pregnant women at end of enrollment
C.3 Number of pregnant women with at least one type of health insurance	12	12
a. Of these, the number enrolled in Medicaid	12	12
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) # of children at enrollment	(2) # of children at 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	78	78
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	13	13

Accessible health care - pregnant women (EHS Programs)

	(1) # of pregnant women at enrollment	(2) # of pregnant women at end of 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	12	12

Medical services – children

	(1) # of children at enrollment	(2) # of children at 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	78	78
		# 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		3
a. Of these, the number who received medical treatment for their diagnosed chronic health condition		3
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		0
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)		0
c. Asthma		2
d. Seizures		1
e. Life-threatening allergies (e.g., food allergies, bee stings, and medication allergies that may result in systemic anaphylaxis)		0
f. Hearing Problems		0
g. Vision Problems		0
h. Blood lead level test with elevated lead levels >5 g/dL		0
i. Diabetes		0

Immunization services - children

	(1) # of children at enrollment	(2) # of children at 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	38	47
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	40	31
C.13 Number of children who meet their state's guidelines for an exemption from immunizations	0	0

Medical and wellbeing 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	12
b. Postpartum health care	9
c. Scheduled a newborn visit within two weeks after the infant's birth	7
d. A professional oral health assessment, examination, and/or treatment	12
e. Mental health interventions and follow up	3
f. Education on fetal development	12
g. Education on the benefits of breastfeeding	12
h. Education on the importance of nutrition	12
i. Education on infant care and safe sleep practices	12
j. Education on the risks of alcohol, drugs, and/or smoking	5
k. 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)	1
b. 2nd trimester (3-6 months)	4
c. 3rd trimester (6-9 months)	7
C.16 Of the total served, the number whose pregnancies were identified as medically high risk by a physician or health care provider	2

Newborn visit - pregnant women(EHS programs)

	# of pregnant women
C.17 Indicate the number of pregnant women that received a newborn visit	
a. Within two weeks after the infant's birth	8
b. Between two to six weeks after the infant's birth	2
c. After six weeks following the infant's birth	0

ORAL HEALTH

Accessible dental care - children

	(1) # of children at enrollment	(2) # of children at end of enrollment
C.18 Number of children with continuous, accessible oral care provided by an oral health care professional which includes access to oral health preventive care and oral treatment	24	48

	<i># of children</i>
C.19 Number of children who received oral health preventive care during the program year	51
C.20 Number of all children who have completed a professional oral examination during the program year	69
a. Of these, the number of children diagnosed as needing oral treatment during the program year	5
1. Of these, the number of children who received oral treatment during the program year	5
b. Specify the primary reason that children who needed dental treatment did not receive it:	<i># of children</i>
1. Health insurance doesn't cover oral treatment	0
2. No oral care available in local area	0
3. Medicaid not accepted by dentist	0
4. Dentists in the area do not treat 3- to 5-year-old children	0
5. Dentists in the area do not treat children below age 3	0
6. Parents did not keep/make appointment	0
7. Children left the program before their appointment date	0
8. Appointment is scheduled for future date	0
9. No transportation	0
10. Other	0

Mental health consultation

	<i># of staff</i>
C.21 Total number of classroom teachers, home visitors, and family child care providers	5
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	1

DISABILITIES SERVICES

IDEA eligibility determination

	<i># of children</i>
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	3
a. Of these, the number who received an evaluation to determine IDEA eligibility	2
1. Of the children that received an evaluation, the number that were diagnosed with a disability under IDEA	2
2. Of the children that received an evaluation, the number that were not diagnosed with a disability under IDEA	0
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
b. Of these, the number who did not receive an evaluation to determine IDEA eligibility	1
	<i># of children</i>
C.23 Specify the primary reason that children referred for an evaluation to determine IDEA eligibility did not receive it:	
a. The responsible agency assigned child to Response to Intervention (RTI)	0
b. Parent(s) refused evaluation	0
c. Evaluation is pending and not yet completed by responsible agency	0
d. Other	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	12
a. Of these, the number who were determined eligible to receive early intervention services:	# of children
1. Prior to this program year	9
2. During this enrollment year	3
b. Of these, the number who have not received early intervention services under IDEA	0

EDUCATION AND DEVELOPMENT TOOLS/APPROACHES

Screening

	# of children
C.27 Number of all newly enrolled children since last year's PIR was reported	41
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	41
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:
c. For home-based services
<i>Name/title</i>
Partners For A Healthy Baby (Florida State University)
d. For pregnant women services
<i>Name/title</i>
Partners For A Healthy Baby (Florida State University)
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:	
b. Home-based settings	
	<i>Name/title</i>
	HOVRS-Adapted and Extended (HOVRS-A+)

FAMILY AND COMMUNITY PARTNERSHIPS

Number of families

	<i># of families at enrollment</i>
C.34 Total number of families:	61
a. Of these, the number of two-parent families	44
b. Of these, the number of single-parent families	17
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)	58
1. Of these, the number of families with a mother only (biological, adoptive, stepmother)	15
2. Of these, the number of families with a father only (biological, adoptive, stepfather)	0
b. Grandparents	1
c. Relative(s) other than grandparents	0
d. Foster parent(s) not including relatives	2
e. Other	0

Parent/guardian education

	<i># of families at enrollment</i>
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	3
b. An associate degree, vocational school, or some college	11
c. A high school graduate or GED	22
d. Less than high school graduate	25

Employment, Job Training, and School

	<i># of families at enrollment</i>
C.37 Total number of families in which:	
a. At least one parent/guardian is employed, in job training, or in school at enrollment	44
1. Of these families, the number in which one or more parent/guardian is employed	43
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)	1
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)	1
b. Neither/No parent/guardian is employed, in job training, or in school at enrollment (e.g., unemployed, retired, or disabled)	17

	<i># of families at end of enrollment</i>
C.38 Total number of families in which:	
a. At least one parent/guardian is employed, in job training, or in school at end of enrollment	44
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)	44
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)	0
b. Neither/No parent/guardian is employed, in job training, or in school at end of enrollment (e.g., unemployed, retired, or disabled)	17
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	17

	<i># of families at enrollment</i>
C.39 Total number of families in which:	
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	14	16
C.41 Total number of families receiving Supplemental Security Income (SSI)	1	1
C.42 Total number of families receiving services under the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)	57	56
C.43 Total number of families receiving benefits under the Supplemental Nutrition Assistance Program (SNAP), formerly referred to as Food Stamps	50	52

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)	41
b. Housing assistance (e.g., subsidies, utilities, repairs)	11
c. Asset building services (e.g., financial education, debt counseling)	13
d. Mental health services	14
e. Substance misuse prevention	20
f. Substance misuse treatment	0
g. English as a Second Language (ESL) training	20
h. Assistance in enrolling into an education or job training program	32
i. Research-based parenting curriculum	57
j. Involvement in discussing their child's screening and assessment results and their child's progress	45
k. Supporting transitions between programs (i.e., EHS to HS, HS to kindergarten)	35
l. Education on preventive medical and oral health	48
m. Education on health and developmental consequences of tobacco product use	28
n. Education on nutrition	51
o. Education on postpartum care (e.g., breastfeeding support)	17
p. Education on relationship/marriage	17
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	61

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	25
b. Family goal setting	25
c. Involvement in child's Head Start child development experiences (e.g., home visits, parent-teacher conferences, etc.)	36
d. Head Start program governance, such as participation in the Policy Council or policy committees	0
e. Parenting education workshops	9

Homelessness services

	# of families
C.47 Total number of families experiencing homelessness that were served during the enrollment year	0
	# of children
C.48 Total number of children experiencing homelessness that were served during the enrollment year	0

	# 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	2
C.51 Total number of enrolled children who were referred to Head Start/Early Head Start services by a child welfare agency	0

REPORTING INFORMATION

PIR Report Status	Started
Last Update Date	08/04/2025



Report to the Board of Directors

Agenda Item Number: D-10

Board of Directors Meeting for: December 11, 2025

Author: Maritza Gomez-Zaragoza

DATE: November 20, 2025
TO: Board of Directors
FROM: Maritza Gomez-Zaragoza, Program Director
SUBJECT: Head Start No Fee Policy

I. **RECOMMENDATIONS**

Review and consider approving the Madera Regional and Early Head Start No Fee Policy per Head Start Performance Standards.

II. **SUMMARY**

Per Head Start Performance Standard 1302.18 states; Head Start programs must not prescribe any fee schedule or otherwise provide for the charging of any fees for participation in the program.

III. **DISCUSSION**

CAPMC Head Start has developed a policy that complies with the Head Start Performance Standards Policy on Fees. The program does not prescribe fees to any families regardless of their income. Although up to 10% of the families participating in the program exceeds the established Federal Income Guidelines, the program does not charge any of its services to the children and families.

Families enrolled into collaborated enrollment vacancies will be assessed a family fee, as applicable, based on the California Department of Education, Early Education and Support Division regulations. Collaborations between Migrant/Seasonal Head Start and California's Migrant Child Care allow for the following program and service enhancements: additional staff, lower ratios, more service days and hours, and comprehensive supports to children and families. Families may choose to wait for non-collaboration vacancies if plausible, or refuse enrollment and remain on the waiting list if no other vacancies or slot-types (i.e. collaborated vs. non-collaborated) exist at the time.

- The Policy Council will consider approving the Madera Regional and Early Head Start No Fee Policy on December 4, 2025.

IV **FINANCING:**

None



***ELIGIBILITY, RECRUITMENT, SELECTION,
ENROLLMENT AND ATTENDANCE
POLICIES AND PROCEDURES***

Policy Number: 18	HSPPS: 1302.18	Page: 1 of 1
Effective Date: 11/7/16		
Policy Council Approval	Policy Committee Approval	Board of Directors Approval
Date:	Date:	Date:

SUBJECT: Policy on fees

PERFORMANCE OBJECTIVE: The Migrant/Seasonal and Regional Head Start Programs must not prescribe any fee schedule for participation in the program, 1302.18. The program is free to any family who meets the eligibility criteria outlined in 1302.12(c)(1)(i)(ii)(iii)(iv).

OPERATIONAL PROCEDURE:

1. Under no circumstance shall the Regional, Early or Migrant Head Start Program solicit, or in any other way condition a child’s enrollment or participation in the program upon the payment of a fee.
2. Families enrolled into collaborated enrollment vacancies will be assessed a family fee, as applicable, based on the California Department of Education, Early Education and Support Division regulations. Collaborations between Migrant/Seasonal Head Start and California’s Migrant Child Care allow for the following program and service enhancements: additional staff, lower ratios, more service days and hours, and comprehensive supports to children and families. Families may choose to wait for non-collaboration vacancies if plausible, or refuse enrollment and remain on the waiting list if no other vacancies or slot-types (i.e. collaborated vs. non-collaborated) exist at the time.
3. Parent participation is encouraged but parents are never forced to volunteer.
4. Parents are welcomed at the center and are considered vital partners in their child’s care and education.
5. Parents will be encouraged to examine how the enrollment process is working in relationship to the requirements of 1302.18 and in understanding the program philosophy and the needs.

Forms Needed: N/A



Report to the Board of Directors

Agenda Item Number: D-11

Board of Directors Meeting for: December 11, 2025

Author Maritza Gomez-Zaragoza

DATE: December 2, 2025
TO: Board of Directors
FROM: Maritza Gomez-Zaragoza, Head Start Program Director
SUBJECT: 2025-2026 Program Goals & Objectives – Year 3

I. RECOMENDACION

Review the 2025-2026 Madera Migrant/Seasonal Head Start Goals & Objectives – Year 3.

II. SUMMARY

Central California Migrant Seasonal Head Start (CCMHS) – Grantee has taken the lead in developing the 5 year Goals and Objectives. The Goals and Objectives were developed taking into consideration all services areas covered by the Recipient.

III. DISCUSSION

- CCMHS gathered information from the delegate's community assessments, family and child identified needs, diverse needs of the different communities, program and staff needs in order to develop the goals and objectives.
 - CCMHS ensured that the goals and objectives covered all Head Start service areas to continue to provide quality services to the children and families participating in the program. In addition, there were goals established to support the program's needs for facilities and family childcare homes.
 - Although some of the objectives do not apply to CAPMC, staff will be supporting the Recipient's efforts to meet the established goals.
 - CAPMC provides updates on a quarterly basis on how the program is supporting the established goals and activities/system implemented to meet the goals in the established timeframe.
- The 2025-2026 Program Goals & Objectives – Year 3 will be presented for review and approval to the Policy Committee on December 9, 2025.

IV. FINANCIAL IMPACT: Minimal

**Community Action Partnership of Madera County
Madera Migrant Seasonal Head Start
Goals & Objectives – 2025-2026 Program Updates**

1. CCMHS will provide high quality learning experiences for all children served including dual language learners, those with disabilities or special needs (e.g. medical or behavioral), and children experiencing trauma, homelessness and/or foster care.

Objective	Program Update/Activities
Objective 1: Children served in early care and education programs will demonstrate developmentally appropriate growth in all learning domains as a result of engagement in educational experiences that are inclusive, culturally and linguistically responsive, and nurturing.	Participating children are provided with ongoing educational activities to support their growth and development. A variety of monitoring tools have been established to ensure educational services are in compliance and are meeting the needs of children.
Objective 2: Ensure that one hundred percent (100%) of children identified as needing a developmental or behavioral referral receive one. (ASQ3 and ASQ-SE)	Infants and toddlers are referred to Early Start as needed. Those who are preschool age are referred during COST meetings, which were scheduled for September 2, 2026, November 12, 2025, January 26, 2026, and March 16, 2026. Children requiring behavioral support are referred to our Mental Health Consultant as needed.
Objective 3: Ensure 90% of typically developing children who are assessed demonstrate readiness for Kindergarten (Kindergarten Student Entrance Profile).	The Kindergarten Student Entrance Profile was completed for 50 children by July 10, 2025. Data collected is being analyzed, and final reports are pending.

2. CCMHS will provide a healthy and safe learning environment promoting optimal development and outcomes for children served.

Objective	Program Update/Activities
Objective 1: Decrease the number of findings each year to sustain the health and safety of facilities where children are served by decreasing supervision lapses.	26 Monitoring visits have been completed for this program year, with concerns identified only during four visits as follows: Class ratio during nap time. Emergency medication

	<p>Children signed in/out with their full signature listed on the emergency card.</p> <p>Reviewers develop an improvement plan for all concerns and plans have been completed.</p>
<p>Objective 2: Increase the percentage of families reporting “very satisfied” on the family outcomes survey to ensure the program equips all interested parents with information and resources to support their choice for safe and healthy early care and education programs.</p>	<p>Based on the 2024-2025 Program Satisfaction Surveys, 81% of families were “very satisfied” under health and safety policies and procedures. Data showed an increase of 1% from last year.</p>

3. CCMHS will promote healthy habits for all children served and address the needs of those with medical conditions.

Objective	Program Update/Activities
<p>Objective 1: Educate children, parents, and staff on the importance of nutritious foods and physical activity thereby increasing the number of children with an improved healthy BMI status.</p>	<p>Daily children participate in I Am Moving I Am Learning, Family Style Meal Service where teachers model healthy lifelong habits of portion sizes, eating a variety of food, and having encouraging conversations. Children can play with materials in each educational area of the classrooms, from books in the libraries to cooking in the dramatic play areas. If parents attend the parent meetings they too will participate in, I Am Moving I Am Learning, have presentations from community agencies, and are given materials in a variety of different topics. There is a parent newsletter that all parents are sent that contains nutritional education.</p> <p>Additionally, 100% of families who remain enrolled for more than 45 days receive individualized nutritional educational materials and those children graphing at or above the 95 percentiles receive an additional bag of resources.</p>
<p>Objective 2: Ensure 100% of children with chronic and complex medical conditions receive necessary support and services.</p>	<p>A total 30 children have been diagnosed by their medical providers with a chronic and complex medical condition. All 30 children and their families have received comprehensive support and services. The Family Advocates have successfully obtained all required documentation pertaining to each child’s condition.</p>

4. CCMHS will provide inclusive and cost-effective program options that ensure high-quality learning experiences, coordinated services, and referrals to address the needs of families served.

Objective	Program Update/Activities
Objective 1: Sustain existing and establish new collaborations with agencies to address the needs of families and provide individualized referrals and support to ensure all needs are met.	MOUs are established and current with Central Valley Regional Center and MCSOS for children needing developmental referrals.
Objective 2: Provide an increased number of family-strengthening and engagement activities that promote positive parenting practices.	Parents of preschool children are invited to Back to School Night, where social-emotional supports practiced in the classroom are reviewed with them. Brightlife and Triple P resources are provided to parents/guardians as needed.
Objective 3: Educate all parents of and staff serving dual language learners on the importance of supporting home language acquisition as well as English language development.	Families are educated on the assessment utilized for children and are encouraged to share observations of their children’s development and learning.
Objective 4: Educate all staff in supporting families using culturally inclusive and equitable practices while serving underrepresented families in our communities.	Training was provided on August 29, 2025, on Curriculum to Fidelity (Use), which included instructions on making adaptations for English or dual-language learners, as well as for children with special needs.
Objective 5: Ensure that 95% of families served report satisfaction with the overall quality of early education and care programs.	Based on the 2024-2025 Program Satisfaction Surveys, 81% of families were “very satisfied” under promoting child’s learning and development. Data showed increase of .5% from last year.

5. CCMHS will support the workforce thereby increasing their capacity to prepare children and families for early care and education transitions and school readiness (transitional kindergarten/kindergarten entry).

Objective	Program Update/Activities
Objective 1: Annually, increase the number of newly certificated/licensed educators, childcare providers, and family service staff.	Out of 7 Advocates, 1 completed the Family Development Credential (FDC) and Child & Family Partners Certificate (CFPC), 3 have the CFPC and 1 enrolled the CFPC in November 2025.
Objective 2: Improve teacher-child interaction skills and curriculum fidelity by 10%.	Overall, CLASS scores for 2025-2026: Emotional Support – 6.50 Classroom Organizations – 6.00

	Instructional Support – 2.79 Scheduled Curriculum to Fidelity Checklist completed for Preschool, Infants, and Toddler classrooms. Data was gathered, and the program report data is pending.
Objective 3: Increase the number of sites participating in professional development and coaching activities (e.g. QCC/QRIS, IEEEP, SR/Teaching Pyramid).	Sierra Vista Classroom 6, Mis Angelitos Classroom 5, and Los Niños Classroom 3 are receiving Teaching Pyramid coaching from SCOE.

6. CCMHS will foster the mental health and wellness of the early care and education workforce, creating a ripple effect of positive influence on the well-being of children and families.

Objective	Program Update/Activities
Objective 1: Increase the number of participants receiving comprehensive trauma-informed training, enabling them to adeptly implement practices rooted in trauma-informed care principles.	Training will be provided in Summer of 2026.
Objective 2: Support wellness, increase social-emotional health, and improve access to mental health support to reduce the number of emotional and behavioral referrals each year.	Teaching Pyramid and Conscious Discipline strategies and supportive practices are being implemented in the classrooms. A bilingual Mental Health Consultant is contracted to provide support to the children, and the teaching staff have access to him to receive immediate feedback on children’s behavioral concerns. As of September 29, 2025, two children have been referred to the M/H Consultant for behavioral concerns.

7. CCMHS will meet the childcare and development needs of children and families served by establishing a framework that promotes equitable access to quality early learning experiences.

Objective	Program Update/Activities
Objective 1: Expand early care and education services by adding one new facility/FCCH provider and/or childcare partner in the CCMHS service area.	N/A

<p>Objective 2: Increase the number of Community Collaborations each year to increase visibility of and expand access to early care and education programs.</p>	<p>The program collaborated with 16 community organizations, 3 local elementary schools, and 1 local business. In total, the MHS program participated in 22 community events. Each event allowed the advocates to share the program's services, recruit families, and network with other community agencies. The program was also invited to collaborate with the Department of Social Services of Madera County to video record an informational video of our services. The purpose of the video is to share it with all their staff and their recipients. This will increase visibility of the program within the community. Currently, the program is in the process of collaborating with the local High Schools and the Madera Community College. The purpose of the collaboration is to share the services with high school teen parents and parents who are in the process of acquiring degrees.</p>
<p>Objective 3: Expand Infant/Toddler and pregnant women slots/funding sources to assist families in meeting their childcare needs through increased enrollment in early care and education programs (e.g. all Head Start, CAPP, CEEP/HVI)</p>	<p>N/A</p>



Report to the Board of Directors

Agenda Item Number: D-12

Board of Directors Meeting for: December 11, 2025

Author: Maritza Gomez-Zaragoza

DATE: December 2, 2025
 TO: Board of Directors
 FROM: Maritza Gomez-Zaragoza, Program Director
 SUBJECT: Madera Migrant/Seasonal Head Start Program Information Report for 2024-2025

I. RECOMMENDATIONS

Informational only

II. SUMMARY

The Office of Head Start Program Information Report (PIR) is an annual report required of all Head Start programs in the country, and serves as one source of data for tracking program performance. The Office of Head Start utilizes the PIR indicators to assess strengths and challenges and to target technical assistance to those areas needing improvement. This information is also made available to federal legislators and the public. Per the Head Start Act 642(d)(2)(I), the Policy Committee must be presented the PIR annually.

III. DISCUSSION

The program completed the report for 2024-2025 based on the data gather. Below are some demographics of the children and families served in the Madera Migrant/Seasonal Head Start

Migrant/Seasonal Head Start

Based on the data collected by staff, Community Action Partnership of Madera County (CAPMC) Madera Migrant/Seasonal Head Start (MMHS) program served 480 children, the program was able to meet the funded enrollment of 479.

	CAPMC MMHS Head Start
Children with health insurance	99.79%
Children with a medical home	99.79%
Children with a dental home	99.79%
Children with up-to-date immunizations or all possible immunizations	100%
Children with an Individualized Education Program (IEP) or an Individualized Family Service Plan (IFSP)	12%

Families who received at least one family service	99%
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- The Madera Migrant/Seasonal Head Start Program Information Report for 2024-2025 will be presented to the Policy Committee on December 9, 2025.

IV. **FINANCING:** Not applicable.



2024-2025 MIGRANT HEAD START PROGRAM INFORMATION REPORT

90CM009866-002 Community Action Partnership of Madera County

A. PROGRAM INFORMATION

GENERAL INFORMATION

Grant Number	90CM009866
Program Number	002
Program Type	Migrant Head Start
Program Name	Community Action Partnership of Madera County
Program Address	1225 Gill Avenue
Program City, State, Zip Code (5+4)	Madera, CA, 93637-9363
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	mgomez@maderacap.org
Agency Web Site Address	http://www.maderacap.org
Name and Title of Approving Official	Mr. Eric LiCalsi
Unique Entity Identifier (UEI)	
Agency Type	Community Action Agency (CAA)
Agency Description	Delegate agency

FUNDED ENROLLMENT

Funded enrollment by funding source

	# of children
A.1 Funded Enrollment:	479
a. Head Start/Early Head Start Funded Enrollment, as identified on the NOA that captures the greatest part of the program year	479
b. Funded Enrollment from non-federal sources, i.e., state, local, private	0

Funded enrollment by program option

	# of slots
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	479
1. Of these, the number that are available for the full-working-day	0
2. Of these, the number that are available for the full-calendar-year	0
3. 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

Funded slots at child care partner

	# of slots
A.7 Total number of slots in the center-based or locally designed option	479
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	34
a. Of these, the number of double session classes	0

CUMULATIVE ENROLLMENT

Children by age

	# of children
A.10 Children by age:	
a. Under 1 year	33
b. 1 year old	71
c. 2 years old	96
d. 3 years old	108
e. 4 years old	95
f. 5 years and older	77
g. Total cumulative enrollment of children	480

Total cumulative enrollment

	# of children
A.12 Total cumulative enrollment	480

Primary type of documentation used for determining eligibility

	# of children
A.13 Report each enrollee only once by primary type of eligibility:	
a. Income at or below 100% of federal poverty line	213
b. Public assistance*	209
1. TANF documentation	2
2. SSI documentation	0
3. SNAP documentation	207
c. Foster care	0
d. Homeless	9
e. Eligibility based on other type of need, but not counted in A.13.a through d	27
	# of children
f. Incomes between 100% and 130% of the federal poverty line, but not counted in A.13.a through e	22

A.14 If the program serves enrollees under A.13.f, specify how the program has demonstrated that all children in their area that would be eligible under A.13.a to A.13.d are being served.

Program utilizes a point system to ensure that children with the highest needs are selected first.

Prior enrollment

	# of children
A.15 Enrolled in Head Start or Early Head Start for:	
a. The second year	137
b. Three or more years	156

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	167
a. Of the children who left the program during the program year, the number of children who were enrolled less than 45 days	72
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	53

Attendance

	# of children
A.22 The total number of children cumulatively enrolled in the center-based or family child care program option	480
a. Of these children, the number of children that were chronically absent	196
1. Of the children chronically absent, the number that stayed enrolled until the end of enrollment	0

A.23 Comments on children that were chronically absent:

Children were absent due to illness or family emergency. Staff worked with parents to ensure children continued to attend.

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	72

Ethnicity and race

	# of children	
	(1) Hispanic or Latino origin	(2) Non-Hispanic or Non-Latino origin
A.25 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	2
f. Bi-racial/Multi-racial	0	0
g. Other	478	0

Explain:	Mexican	
		<i># of children / pregnant women</i>
h. Unspecified ethnicity or race		0

Primary language of family at home

	<i># of children</i>
A.26 Primary language of family at home:	
a. English	14
1. Of these, the number of children acquiring/learning another language in addition to English	
b. Spanish	465
c. Native Central American, South American & Mexican Languages (e.g., Mixteco, Quichean.)	1
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

	<i># of children</i>
A.27 Total number of Dual Language Learners	466

Transportation

	<i># of children</i>
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.
<i>Name/title</i>
COPA

B. PROGRAM STAFF & QUALIFICATIONS

TOTAL STAFF

Staff by type

	(1) # of Head Start or Early Head Start staff	(2) # of contracted staff
B.1 Total number of staff members, regardless of the funding source for their salary or number of hours worked	121	0
a. Of these, the number who are current or former Head Start or Early Head Start parents	33	0

TOTAL VOLUNTEERS

Volunteers by type

	# of volunteers
B.2 Number of persons providing any volunteer services to the program during the program year	294
a. Of these, the number who are current or former Head Start or Early Head Start parents	294

EDUCATION AND CHILD DEVELOPMENT STAFF

Preschool classroom and assistant teachers (HS and Migrant programs)

	(1) # of classroom teachers	(2) # of assistant teachers
B.3 Total number of preschool education and child development staff by position	12	10

	(1) # of classroom teachers	(2) # of assistant 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) # of classroom teachers	(2) # of assistant 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	4	0
3. Any field and is part of the Teach for America program and passed a rigorous early childhood content exam		

	(1) # of classroom teachers	(2) # of assistant 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	8	3

	(1) # of classroom teachers	(2) # of assistant 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	7
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	7

	(1) # of classroom teachers	(2) # of assistant 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 teachers
B.4 Total number of preschool classroom teachers that do not meet qualifications listed in B.3.a or B.3.b	8
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 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 teachers
B.6 Total number of infant and toddler classroom teachers	21

	# 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 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 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:	
c. An associate degree in:	
1. Early childhood education with a focus on infant and toddler development or 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	10
	# 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	11
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	11
	# 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
1. Of these, the number of home visitors that hold a 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

	# of home visitors
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
1. Of these, the number of family child care providers that hold a 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) Hispanic or Latino origin	(2) 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	1
d. Native Hawaiian or other Pacific Islander	0	0
e. White	0	0
f. Biracial/Multi-racial	0	0
g. Other	42	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

	# of non-supervisory education and child development staff
B.14 The number who are proficient in a language(s) other than English.	38
a. Of these, the number who are proficient in more than one language other than English	2

B.15 Language groups in which staff are proficient:	# of non-supervisory education and child development staff
a. Spanish	38
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) # of Head Start or Early Head Start staff	(2) # 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)	20	0
a. Of these, the number who were replaced	6	0

Education and child development staff turnover

	# of staff
B.17 The number of classroom 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)	7
a. Of these, the number who were replaced	2
b. Of these, the number who left while classes and home visits were in session	6
c. Of these, the number that were classroom teachers who left the program	4

	<i># of staff</i>
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	0
c. Involuntary separation	1
d. Other (e.g., change in job field, reason not provided)	5
1. Specify: Family matters, change in job field.	
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) # of children at enrollment	(2) # of children at end of enrollment
C.1 Number of all children with health insurance	479	479
a. Of these, the number enrolled in Medicaid and/or CHIP	479	479
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.2 Number of children with no health insurance	1	1

Accessible health care - children

	(1) # of children at enrollment	(2) # of children at 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	479	479
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	133	133

Medical services – children

	(1) # of children at enrollment	(2) # of children at 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	216	443
		# 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		32
a. Of these, the number who received medical treatment for their diagnosed chronic health condition		32
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		0
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)	0
c. Asthma	16
d. Seizures	0
e. Life-threatening allergies (e.g., food allergies, bee stings, and medication allergies that may result in systemic anaphylaxis)	2
f. Hearing Problems	2
g. Vision Problems	12
h. Blood lead level test with elevated lead levels >5 g/dL	0
i. Diabetes	0

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

	# of children at enrollment
C.10 Number of children who are in the following weight categories according to the 2022 CDC BMI-for-age growth charts	
a. Underweight (BMI less than 5th percentile for child's age and sex)	2
b. Healthy weight (at or above 5th percentile and below 85th percentile for child's age and sex)	176
c. Overweight (BMI at or above 85th percentile and below 95th percentile for child's age and sex)	25
d. Obese (BMI at or above 95th percentile for child's age and sex)	42

Immunization services - children

	(1) # of children at enrollment	(2) # of children at 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	480	480
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	0	0
C.13 Number of children who meet their state's guidelines for an exemption from immunizations	0	0

ORAL HEALTH

Accessible dental care - children

	(1) # of children at enrollment	(2) # of children at end of enrollment
C.18 Number of children with continuous, accessible oral care provided by an oral health care professional which includes access to oral health preventive care and oral treatment	479	479

	# of children
C.19 Number of children who received oral health preventive care during the program year	380
C.20 Number of all children who have completed a professional oral examination during the program year	400
a. Of these, the number of children diagnosed as needing oral treatment during the program year	54
1. Of these, the number of children who received oral treatment during the program year	30
b. Specify the primary reason that children who needed dental treatment did not receive it:	# of children
1. Health insurance doesn't cover oral treatment	1
2. No oral care available in local area	0
3. Medicaid not accepted by dentist	0
4. Dentists in the area do not treat 3- to 5-year-old children	0
5. Dentists in the area do not treat children below age 3	0
6. Parents did not keep/make appointment	5
7. Children left the program before their appointment date	8
8. Appointment is scheduled for future date	10
9. No transportation	0
10. Other	0

Mental health consultation

	# of staff
C.21 Total number of classroom teachers, home visitors, and family child care providers	33
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	4

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	32
a. Of these, the number who received an evaluation to determine IDEA eligibility	9
1. Of the children that received an evaluation, the number that were diagnosed with a disability under IDEA	8
2. Of the children that received an evaluation, the number that were not diagnosed with a disability under IDEA	1
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
b. Of these, the number who did not receive an evaluation to determine IDEA eligibility	23
	# of children
C.23 Specify the primary reason that children referred for an evaluation to determine IDEA eligibility did not receive it:	
a. The responsible agency assigned child to Response to Intervention (RTI)	0
b. Parent(s) refused evaluation	7
c. Evaluation is pending and not yet completed by responsible agency	16
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	28
a. Of these, the number who were determined eligible to receive special education and related services:	# of children
1. Prior to this program year	15
2. During this program year	13
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	31
a. Of these, the number who were determined eligible to receive early intervention services:	# of children
1. Prior to this program year	8
2. During this enrollment year	23
b. Of these, the number who have not received early intervention services under IDEA	0

Preschool primary disabilities (HS and Migrant programs)

	(1) # of children determined to have this disability	(2) # of children receiving special 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	20	20
d. Intellectual disabilities	0	0
e. Hearing impairment, including deafness	2	2
f. Orthopedic impairment	0	0
g. Visual impairment, including blindness	0	0
h. Specific learning disability	0	0
i. Autism	6	6
j. Traumatic brain injury	0	0
k. Non-categorical/developmental delay	0	0
l. Multiple disabilities (excluding deaf-blind)	0	0
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	187
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	167
a. Of these, the number identified as needing follow-up assessment or formal evaluation to determine if the child has a disability	13

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 (Infant & Toddler)
Creative Curriculum (PreSchool)
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:	368
a. Of these, the number of two-parent families	271
b. Of these, the number of single-parent families	97
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)	368
1. Of these, the number of families with a mother only (biological, adoptive, stepmother)	94
2. Of these, the number of families with a father only (biological, adoptive, stepfather)	3
b. Grandparents	0
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	5
b. An associate degree, vocational school, or some college	43
c. A high school graduate or GED	121
d. Less than high school graduate	199

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	353
1. Of these families, the number in which one or more parent/guardian is employed	350
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)	4
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)	15

	<i># of families at end of enrollment</i>
C.38 Total number of families in which:	
a. At least one parent/guardian is employed, in job training, or in school at end of enrollment	354
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)	353
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)	0
b. Neither/No parent/guardian is employed, in job training, or in school at end of enrollment (e.g., unemployed, retired, or disabled)	14
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	14

	<i># of families at enrollment</i>
C.39 Total number of families in which:	
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	8	7
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)	351	358
C.43 Total number of families receiving benefits under the Supplemental Nutrition Assistance Program (SNAP), formerly referred to as Food Stamps	151	151

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)	19
b. Housing assistance (e.g., subsidies, utilities, repairs)	4
c. Asset building services (e.g., financial education, debt counseling)	67
d. Mental health services	95
e. Substance misuse prevention	17
f. Substance misuse treatment	17
g. English as a Second Language (ESL) training	4
h. Assistance in enrolling into an education or job training program	179
i. Research-based parenting curriculum	341
j. Involvement in discussing their child's screening and assessment results and their child's progress	310
k. Supporting transitions between programs (i.e., EHS to HS, HS to kindergarten)	362
l. Education on preventive medical and oral health	118
m. Education on health and developmental consequences of tobacco product use	118
n. Education on nutrition	167
o. Education on postpartum care (e.g., breastfeeding support)	0
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	366

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	82
b. Family goal setting	42
c. Involvement in child's Head Start child development experiences (e.g., home visits, parent-teacher conferences, etc.)	164
d. Head Start program governance, such as participation in the Policy Council or policy committees	5
e. Parenting education workshops	163

Homelessness services

	# of families
C.47 Total number of families experiencing homelessness that were served during the enrollment year	8
	# of children
C.48 Total number of children experiencing homelessness that were served during the enrollment year	9

	# 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	0
C.51 Total number of enrolled children who were referred to Head Start/Early Head Start services by a child welfare agency	0

REPORTING INFORMATION

PIR Report Status	Started
Last Update Date	07/25/2025



Report to the Board of Directors

Agenda Item Number: D-13

Board of Directors Meeting for: December 11, 2025

Author: Irene Yang

DATE: December 3, 2025
TO: Board of Directors
FROM: Irene Yang, Human Resources Director
SUBJECT: 2026 Holiday Schedule

I. **RECOMMENDATION:**
Approve the 2026 holiday schedule.

II. **SUMMARY:**

New Year's Day	Thursday, January 1
Martin Luther King, Jr. Day	Monday, January 19
President's Day	Monday, February 16
Spring Holiday	Friday, April 3
Memorial Day	Monday, May 25
Juneteenth	Friday, June 19
Independence Day	Observed Friday, July 3
Labor Day	Monday, September 7
Fall Holiday	Monday, October 12
Veterans' Day	Wednesday, November 11
Thanksgiving Day	Thursday, November 26
Day after Thanksgiving	Friday, November 27
Christmas Day	Friday, 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.



Report to the Board of Directors

Agenda Item Number: D-14

Board of Directors Meeting for: November 13, 2025

Author: Ana Gudino

DATE: November 10, 2025

TO: Board of Directors

FROM: Ana Gudino, Community Services Program Manager

SUBJECT: 2026 Community Services Block Grant (CSBG) Contract

I. **RECOMMENDATION:**

Review and consider approving the submission of the 2026 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 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 families and individuals with attaining the skills, knowledge, and motivation necessary to achieve self-sufficiency.
- B. The 2026 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. The contract period is from January 1, 2026 through April 30, 2027

IV. **FINANCING:**

The 2025 CSBG contract total was \$318,202.00 and CAPMC expects for the 2026 CSBG contract total to be approximately within the same range amount.



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

In the Matter of)
2026 Community Services Block)
Grant)
(CSBG)

Resolution No. 2025 - 13
2026 Community Services
Block Grant
CSBG

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 2026 Community Services Block Grant (CSBG) Contract with the Department of Community Services & Development (CSD), upon its arrival.

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: _____
Absent: _____

Ayes: _____
Noes: _____

Eric LiCalsi, Chairperson Board of Directors

Date

ATTEST: Tyson Pogue, Secretary/Treasurer

Date



**ALTERNATIVE PAYMENT AND RESOURCE & REFERRAL PROGRAM
MONTHLY REPORTING – [DECEMBER 2025](#)**

NUMBER OF CHILDREN ENROLLED IN EACH PROGRAM FOR THE ALTERNATIVE PAYMENT PROGRAM

General Contract - CAPP	563
CalWORKs Stage 2 – C2AP	129
CalWORKs Stage 3 – C3AP	148
Bridge Program - BP	21
Total Children Enrolled	861

**NUMBER OF IN-HOME LICENSE CHILD CARE PROVIDERS AND LICENSE-EXEMPT CHILD CARE PROVIDERS
FOR ALTERNATIVE PAYMENT PROGRAM**

IN-HOME LICENSE CHILD CARE PROVIDERS – SMALL	37
IN – HOME LICENSE CHILD CARE PROVIDERS – LARGE	47
LICENSE-EXEMPT CHILD CARE PROVIDERS	98
Total Providers Enrolled	182

RESOURCE & REFERRAL LICENSED PROVIDERS

ACTIVE - LICENSED CHILD CARE PROVIDERS	154
CLOSED - LICENSED CHILD CARE PROVIDERS	N/A

CHILD CARE INITIATIVE PROGRAM PROVIDER WORKSHOPS/TRAININGS

CHILD CARE INITIATIVE PROJECT (CCIP) Workshops:

- Cultural Sensitivity during the Holidays – 1 attendee
- Cultural Sensitivity during the Holidays (Spanish) – 23 attendees

Family, Friend and Neighbor Activity:

- None this month

Trauma Coaching Session (TIC):

- Spanish Coaching Session – 19 attendees

The California Department of Social Services (CDSS) contracted with the Foundation for California Community Colleges (FCCC) to determine a flat-rate stipend amount for all Child Care Providers. The flat-rate stipend amount is based on the number of subsidized children enrolled in each County's average cost of care across all CDSS funded Alternative Payment Programs (CAPP, C2AP & C3AP), CalWORKs Stage One, Emergency Child Care Bridge Program for Foster Children (Bridge Program), General Child Care and Development Programs (CCTR), Migrant Child Care and Development Programs (CMG) and Family Child Care Home Education Network (CFCC). CDSS utilized the most recent data available for this purpose, which was for the month of March 2021.

Therefore, Community Action Partnership of Madera County, Inc. - Alternative Payment Program (CAPP, C2AP & C3AP) and the Bridge Program will receive a flat-rate per-child stipend in the amount of \$600.00



Report to the Board of Directors

Agenda Item Number: D-16

Board of Directors Meeting for: December 11, 2025

Author: Maritza Gomez-Zaragoza

DATE: December 3, 2025

TO: Board of Directors

FROM: Maritza Gomez-Zaragoza, Program Director

SUBJECT: 2024-2025 CAPMC Madera Migrant/Seasonal Head Start Annual Public Report.

I. **RECOMMENDATIONS**

Review the 2024-2025 CAPMC Madera Migrant/Seasonal Annual Report. (*Informational Only*)

II. **SUMMARY**

Per the 2007 Head Start Act, CAPMC Madera Migrant/Seasonal Head Start shall make available to the public a report that is published at least once each fiscal year. The report presented discloses information from the most recently concluded fiscal year of March 1, 2024-February 28, 2025. The annual report must also include the following:

- (A) The total amount of public and private funds received by the CAPMC agency and the amount from each source.
- (B) An explanation of budgetary expenditures and proposed budget for the 2024-2025 fiscal year.
- (C) The total number of children and families served in the 2024-2025 Madera Migrant/Seasonal Head Start program. The total enrollment and the percentage of eligible children served.
- (D) The results of the most recent review by the financial auditor.
- (E) The percentage of enrolled children that received medical and dental exams.
- (F) Information about parent involvement activities.
- (G) The agency's efforts to prepare children for kindergarten.
- (H) Any other information that may be required by the Secretary of Health and Human Services in Washington DC.

III. **DISCUSSION**

Utilizing the COPA and Accufund systems, 2024-2025 Program Information Report (PIR) and monitoring reports, the Head Start Department is pleased to share their Madera Migrant/Seasonal Head Start annual report. The report will be reviewed in its entirety to reflect areas of need and the strengths of the program. This information will be shared with the Board of Directors, staff, parents/families, and community partners from Madera County. The report will also be made available on CAPMC's website.

- The 2024-2025 CAPMC Madera Migrant/Seasonal Head Start Annual Public Report will be presented to the Policy Committee on December 9, 2025.

IV. FINANCING - Minimal

CAPMC
HEAD START
ANNUAL REPORT

2025

MADERA MIGRANT /
SEASONAL HEAD START



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OUR AGENCY

Community Action Partnership of Madera County (CAPMC), a 501(c)(3) non-profit organization, has dedicated its programs and services to address the needs of the low-income residents of Madera County for over the past four decades. Although Madera County is our primary focus for serving low-income individuals and families, CAPMC has also been awarded funds to expand Head Start services to Regional families in Mariposa County and Migrant/Seasonal families in Fresno County.

CAPMC was established in 1965 as a result of the Economic Opportunity Act (EOA) of 1964. The EOA was signed into law by President Lyndon B. Johnson to support his declaration of an unconditional “War on Poverty.” The act was established to promote school readiness, enhance children’s social and cognitive development by providing educational, health, nutritional, social, and other services to enrolled children and their families. Each county in the United States designated a community action agency to be responsive to the needs of the low-income individuals and families by providing programs and services that assist them in becoming stable and self-reliant.

CAPMC is a leader in “helping people, changing lives.” We have received local and national recognition for implementing creative, cost-effective programs to serve the low-income residents of Madera, Mariposa, and Fresno counties. As the region continues to grow and change, CAPMC is also transforming itself to best serve those in need. CAPMC continues to examine its current programs to ensure that they meet the highest levels of efficiency and effectiveness. As an agency, leaders regularly seek to initiate innovative programs that complement and broaden our existing ones, and search for the best practices from other agencies in our community action network. CAPMC continues to maintain the financial integrity of its programs to maximize resources to the greatest benefit of CAPMC program participants and other customers and stakeholders. Since its inception in 1965, CAPMC’s mission and vision have remained the same:

Mission: Helping people, changing lives and making our community a better place to live by providing resources and services that inspire personal growth and independence.

Vision: CAPMC will be recognized as a premier social service agency that eliminates the effects of poverty by helping people obtain knowledge and skills to achieve self-reliance and economic stability...one life at a time.



HEAD START DIRECTOR MESSAGE

Community Action Partnership of Madera County (CAPMC) - Madera Migrant Seasonal Head Start is pleased to provide parent, families, staff, and community members with the programs accomplishments and continuous commitment to providing high quality education to the children in our community.

The Annual Report's data will provide an overview of the funding, staffing, enrollment, attendance, school readiness results, and overall services provided by the program. Madera Migrant / Seasonal Head Start is a Delegate of Stanislaus County Office of Education Child and Family Division, who enters into contract with Community Action Partnership of Madera County to serve eligible migrant/seasonal children. In the 2024-2025 program year the program was funded to serve 479 children. At the end of the program year, a total of 480 children were served by the program.

Children and families that participate in the program receive comprehensive high quality services inclusive of education, health, nutrition, mental health, and disabilities. CAPMC Migrant Seasonal Head Start's primary goal is to provide families with opportunities to engage with their children, increase their knowledge of their children's development, and ultimately, assist them in becoming their children's lifelong educators and advocates.

I want to acknowledge our exceptional staff for their dedication to providing quality educational experiences to our children. Thank you to the Parent Policy Committee and Board of Directors for their continued support and our community partners that make it possible for the program to provide support and resources. This is truly a "community effort" to help families meet their needs and allow children to be successful in their educational path.

A special recognition and gratitude to participating families that allow program staff the honor of educating and caring for their children on a daily basis. It is a privilege to be able to serve the families of Madera County.

Respectfully,

Maritza Gomez-Zaragoza

*Head Start Program Director
Community Action Partnership of Madera County*



SHARED GOVERNANCE

BOARD OF DIRECTORS

Deborah Martinez
Department of Social Services

David Hernandez
Madera Unified School District

Leticia Gonzalez
Madera County Board of Supervisors

Steve Montes
Madera City Council

Jeff Troost
City of Chowchilla

Debi Bray
Madera Chamber of Commerce

Donald Holley
Community Affairs Expertise

Eric LiCalsi
Criminal Defense and Labor Law

Martha Garcia
Central Madera/Alpha

Tyson Pogue
Eastern Madera County

Richard Gutierrez
Eastside/Parksdale

Molly Hernandez
Fairmead/Chowchilla

Aurora Flores
Monroe/Washington

POLICY COMMITTEE

Eastin Arcola

Representative: Yuritsi Ortiz

Representative: Erica Coreas

Alternate: Lisbeth Pinales Lopez

Alternate: Monica Palomera

Mis Angelitos

Representative: Bernarda Rodriguez

Representative: Crecencia Vazquez

Alternate: Mayra Espindola

Alternate: Gabriela Vargas

Los Niños

Representative: Juana Perez-Lopez

Alternate: Leticia Camacho

Pomona - Closed

Sierra Vista

Representative: Yadira Alvarado

Representative: Juana Zarate

Representative: Gloria Zurita

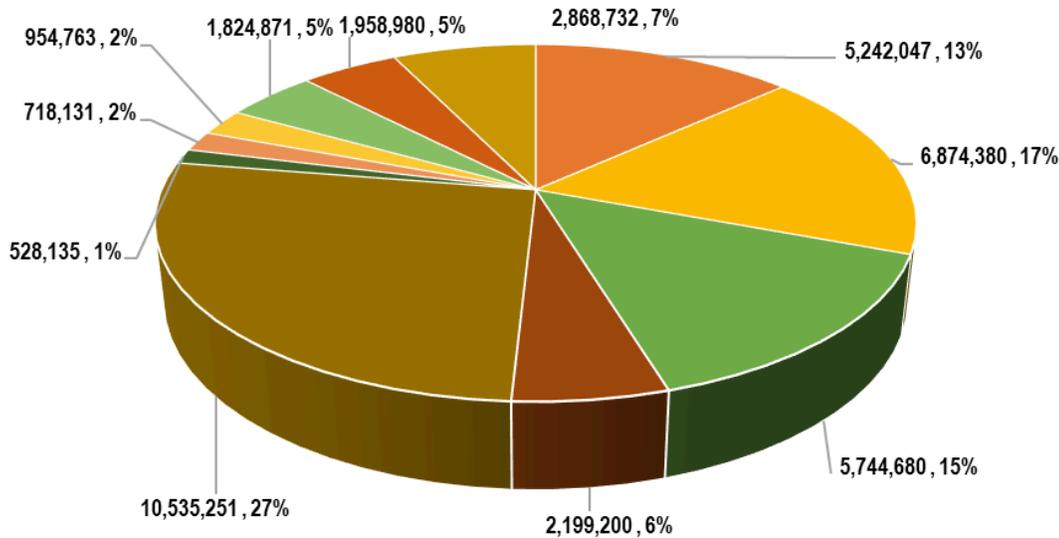
Alternate: Carenbride Garcia

Alternate: Cecilia Gomez



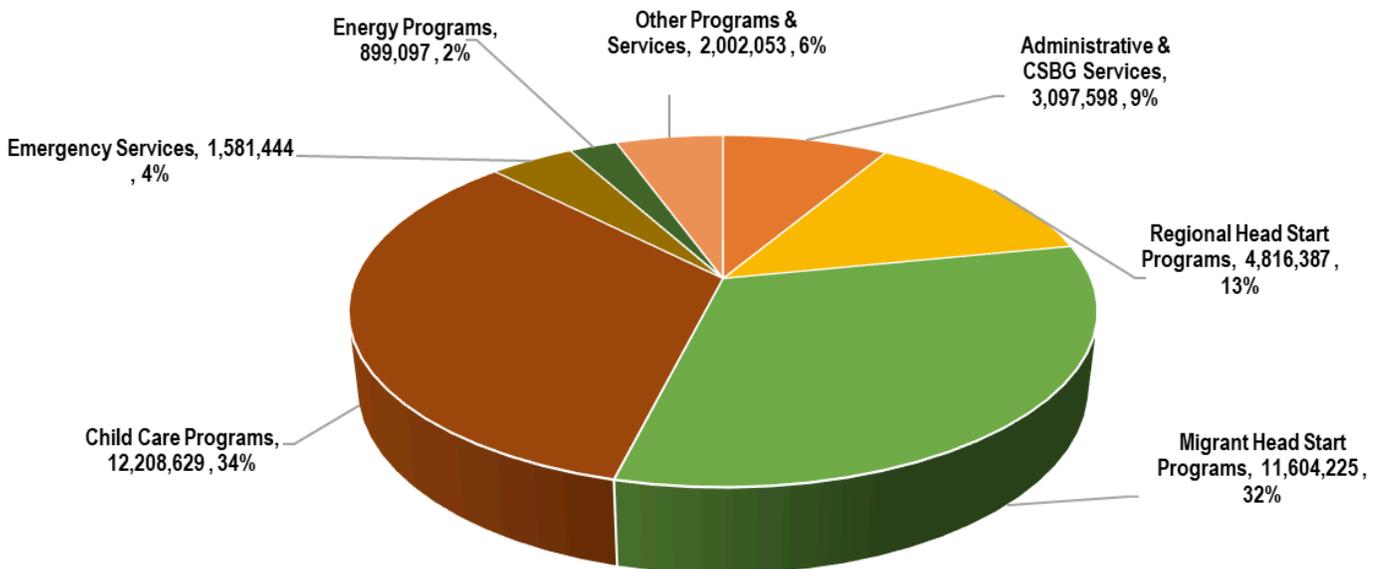
AGENCY BUDGET 2023-2024

Community Action Partnership of Madera County, Inc. Funding Revenues by Source Fiscal Year Ended June 30, 2024 \$39,449,170



- HHS Head Start - Region IX
- HHS Migrant Head Start - SCOE
- HHS Migrant Head Start - CAPSLO
- CA Dept. of Education - SCOE
- CA Dept. of Social Services
- US Dept. of Agriculture
- US Dept. of Housing and Urban Dev.
- CA Community Services Dept.
- DOJ CA Office of Emergency Services
- Miscellaneous, Fees and Donations
- In-kind Contributions

Community Action Partnership of Madera County, Inc. Expenditures by Program Fiscal Year Ended June 30, 2024



An audit was conducted by Randolph Scott & Company as of June 30, 2025. In the auditor's judgment, he/she had no reservation as to the fairness of presentation of Community Action Partnership of Madera County financial statements and their conformity with Generally Accepted Accounting Principles (GAAP). A "clean opinion" was given without any reservations of the financial condition. There were no findings or questioned costs or any material or significant internal control weaknesses noted during the audit.



2024-2025 MADERA MIGRANT / SEASONAL HEAD START BUDGET

Legal Name: Community Action Partnership of Madera County

Grant Number: 90-CM-9830

Annual Funding Cycle: March 1, 2024 – February 28, 2025

Number of Eligible Children Served in Madera County:

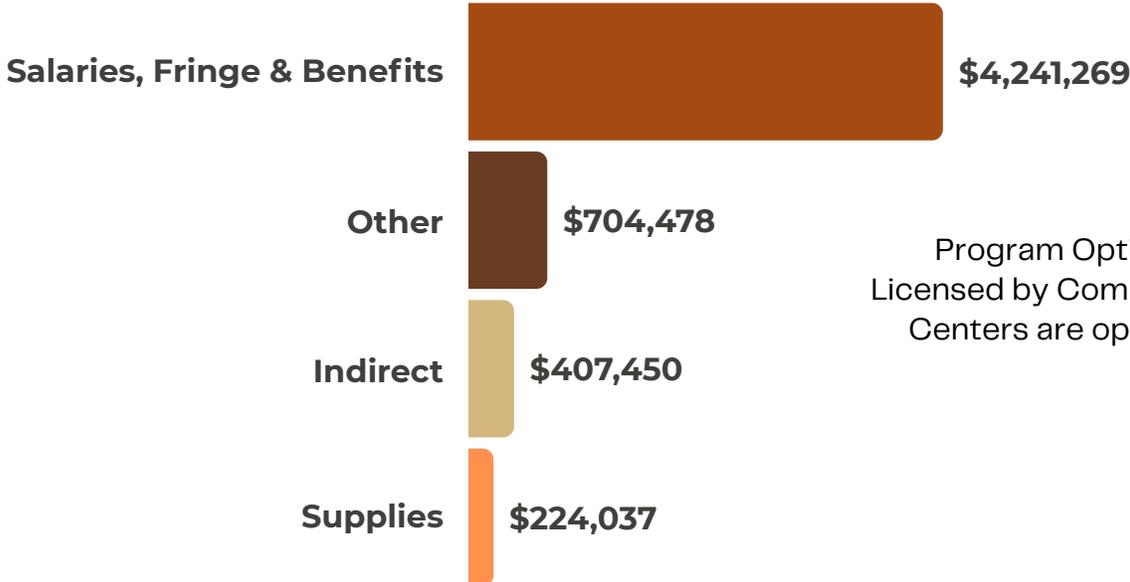
0-2 Year Olds 306

3-5 Year Olds 509

Total 815

TOTAL FUNDS AWARDED	\$6,366,912
BASIC FUNDS	\$6,335,067
T&TA FUNDS	\$31,845
NON-FEDERAL FUNDS	\$1,583,767

In 2025 The office of Head Start acknowledge that Community Action Partnership of Madera County was in full compliance with all applicable Head Start Performance Standards, laws, regulations and policy requirements by issuing a letter based on a terminal review to Central California Migrant Head Start.



Program Option: Center-Based
Licensed by Community Care Licensing
Centers are open 10 hours per day



CHILDREN & FAMILIES SERVED

The Madera Migrant / Seasonal Head Start Program met the funded enrollment for the 2024-2025 program year. The breakdown of the ages of enrolled children is as follows:

479

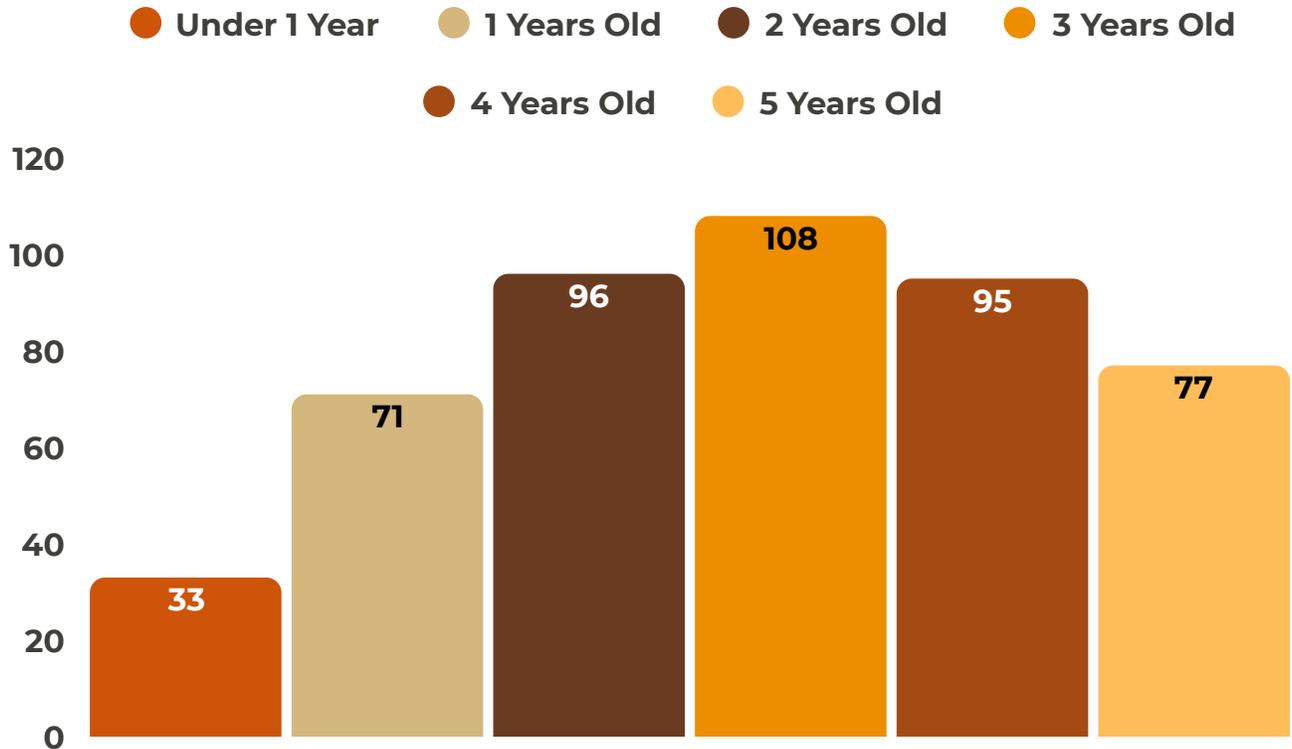
Funded Number of Children to be served in Madera County

480

Total Number of Children Served in Madera County

368

Total Number of Families Served



ENROLLMENT

Average Monthly Attendance
90%



Eligibility	Children Enrolled
Income Below 100% of Federal Poverty Line	213
Receipt of Public Assistance	209
Foster Children	0
Homeless	9

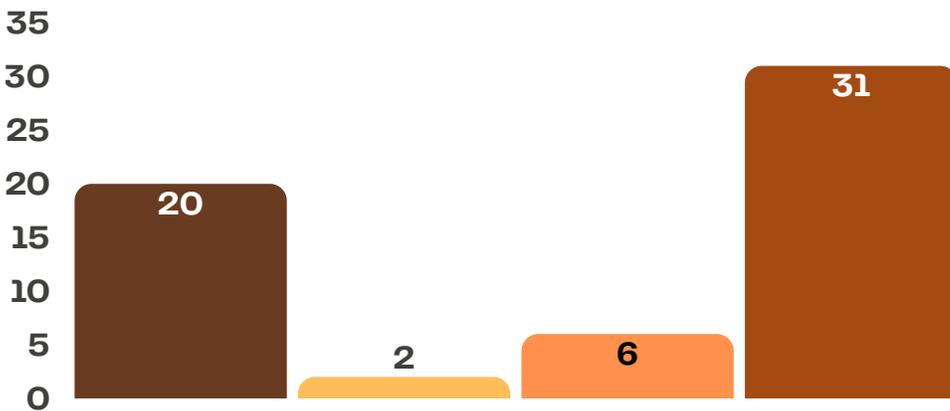
CHILDREN WITH DISABILITIES PRESCHOOL IEP'S

● Speech or Language Impairment

● Hearing Impairment, Including Deafness

● Autism

● Infant/Toddler IFSP'S



Enrolled Children with Disabilities
12%



MEDICAL & DENTAL SERVICES

The Madera Migrant / Seasonal Head Start Program aims to provide comprehensive services to all children and families enrolled. Below are the health related services the children and families have received.

Medical Services 	
479	Number of children with health insurance.
92%	Percentage of children with up-to-date scheduled preventative health care.
100%	Percentage of children with up-to-date on all immunizations appropriate for their age.

Dental Services 	
479	Number of children with continuous, accessible dental care provided by a dentist.
380	Number of children who received oral health preventative care.
400	Number of children who completed a professional oral examination.

Chronic Health Conditions

Number of children diagnosed with chronic condition needing medical treatment. 32

Recipients of treatment for chronic conditions

Asthma	16
Life-threatening Allergies	2
Hearing Problems	2
Vision Problems	12

Body Mass Index

Underweight	2
Healthy Weight	176
Overweight BMI	25
Obese BMI	42



PARENT & FAMILY DATA

Two-Parent Families

271

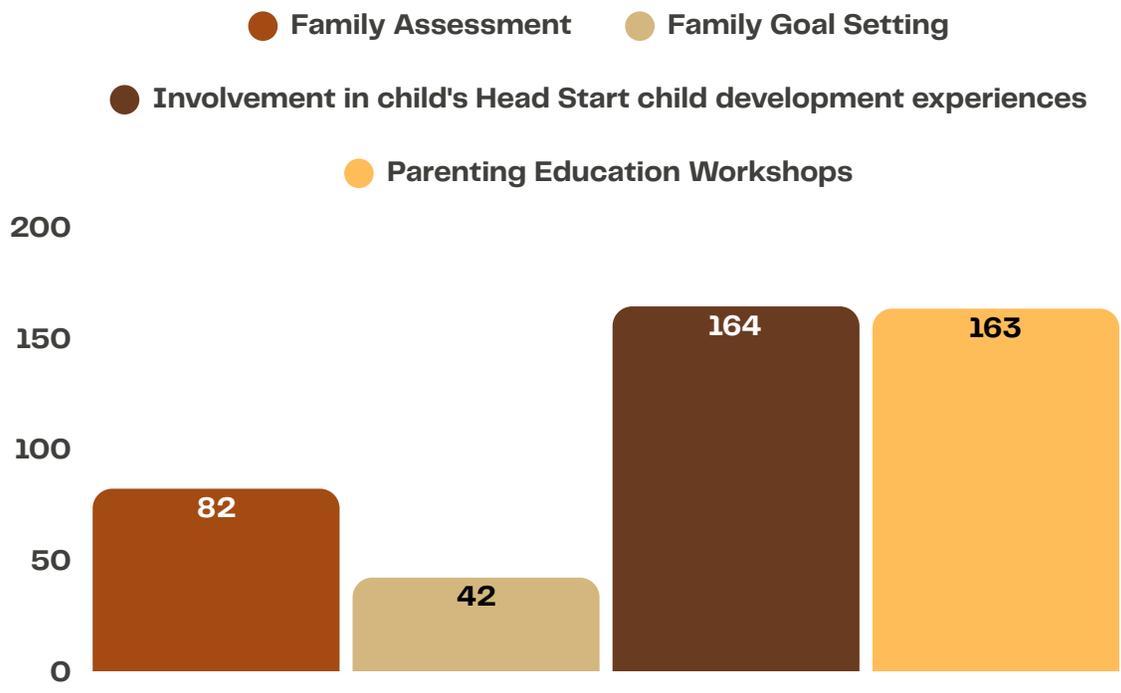
Single-Parent Families

97

Parent Education Level

199	Less than high school graduate
121	High school graduate or GED
43	Associate degree or some college
5	Advanced or baccalaureate degree

Father Engagement Number of fathers / father figures who were engaged during the program year in the activities highlighted in the graph.



PROGRAM STAFF & QUALIFICATIONS

Total Number of Staff

121

Staff who are current or former Head Start Parent

33

Mid-Management & Management Staff

3	Graduate Degree
9	Bachelor's Degree
0	Associate Degree

	Preschool Classrooms	Infant / Toddler Classrooms
Graduate Degree	0	0
Bachelor's Degree	4	0
Associate Degree	11	10
Child Development Associate Credential	7	11
Total	22	21

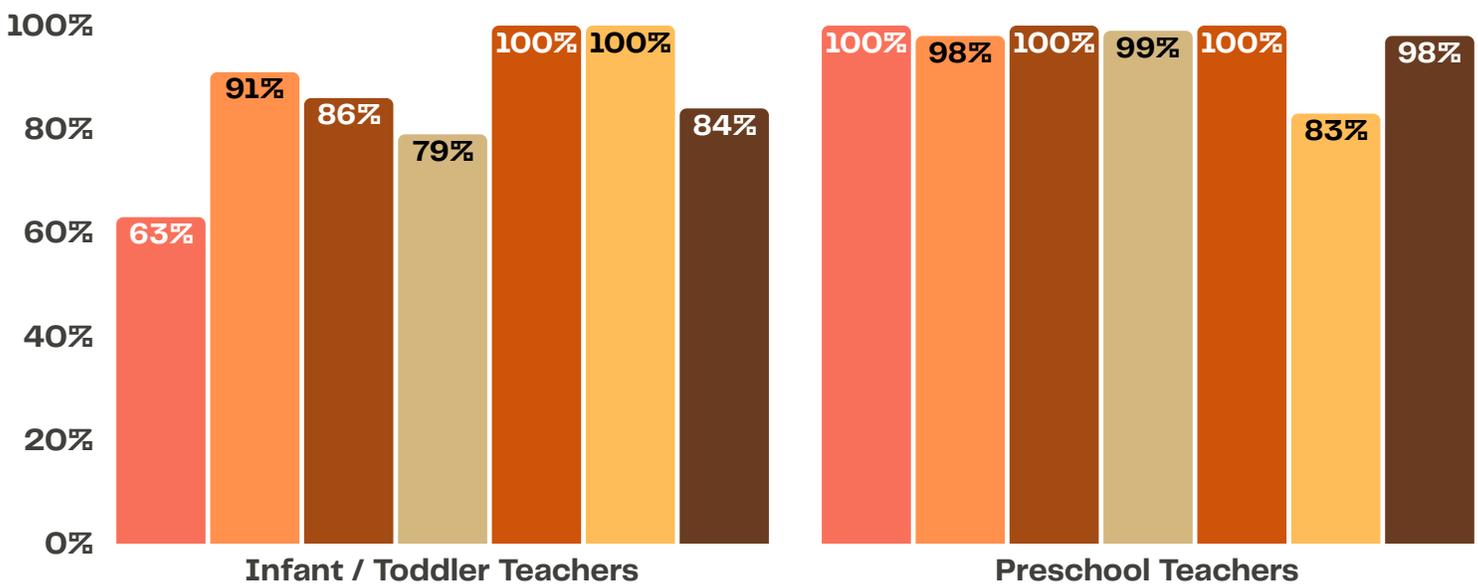


SCHOOL READINESS

The Creative Curriculum provides long lasting learning opportunities for children from birth to preschool age. Implementing this curriculum to Fidelity is an essential practice to ensure that the interactions and activities implemented in the classroom result in positive child outcomes and achievement of school readiness goals. It helps teachers provide engaging interaction and environments for children. Fidelity implementation allows staff to improve teaching practices to ensure that all children reach their appropriate development. It also supports teaching staff in problem-solving to strengthen curriculum implementation. The 2024-2025 average percent on the performance of fidelity is below:



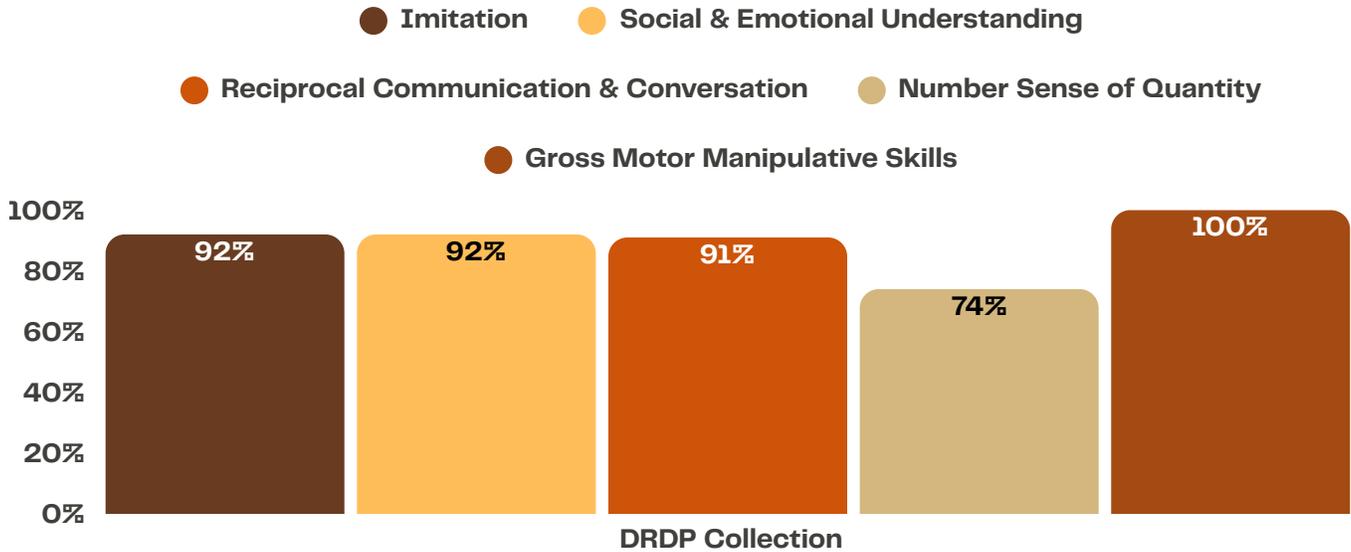
- Daily Resources
- Physical Environment
- Structure
- Teacher-Child Interactions
- Families
- Assessment
- Total Creative Curriculum



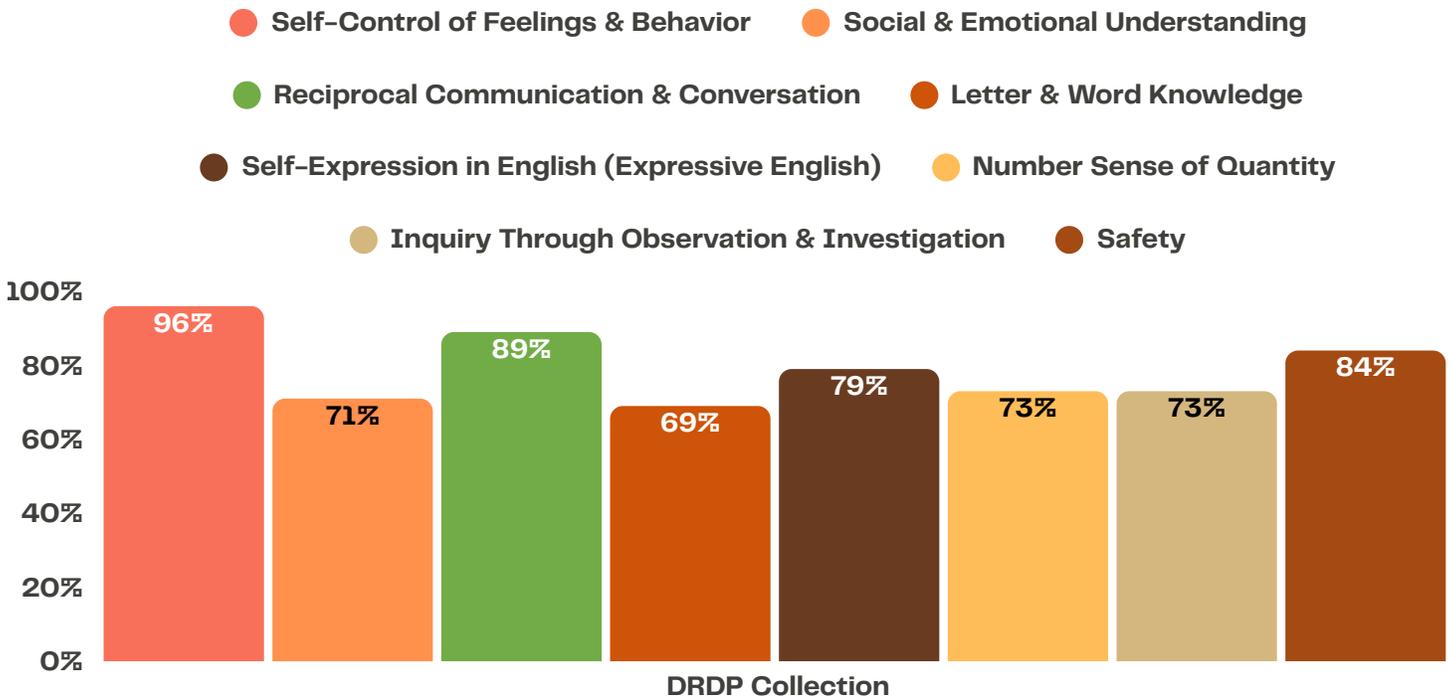
SCHOOL READINESS

The California Department of Education Early Learning and Care Division, Desired Results system is designed to improve the quality of programs and services to all children from birth through 12 years of age who are enrolled in early care and education programs. Desired Results (DRDP) are defined as conditions of well-being for children and families. The Madera Migrant Seasonal Head Start Program analyses data three times during the season. Below are the 2024-2025 DRDP average collection results from the program year.

Targeted School Readiness Goals Ages 0-2



Targeted School Readiness Goals Ages 3-4

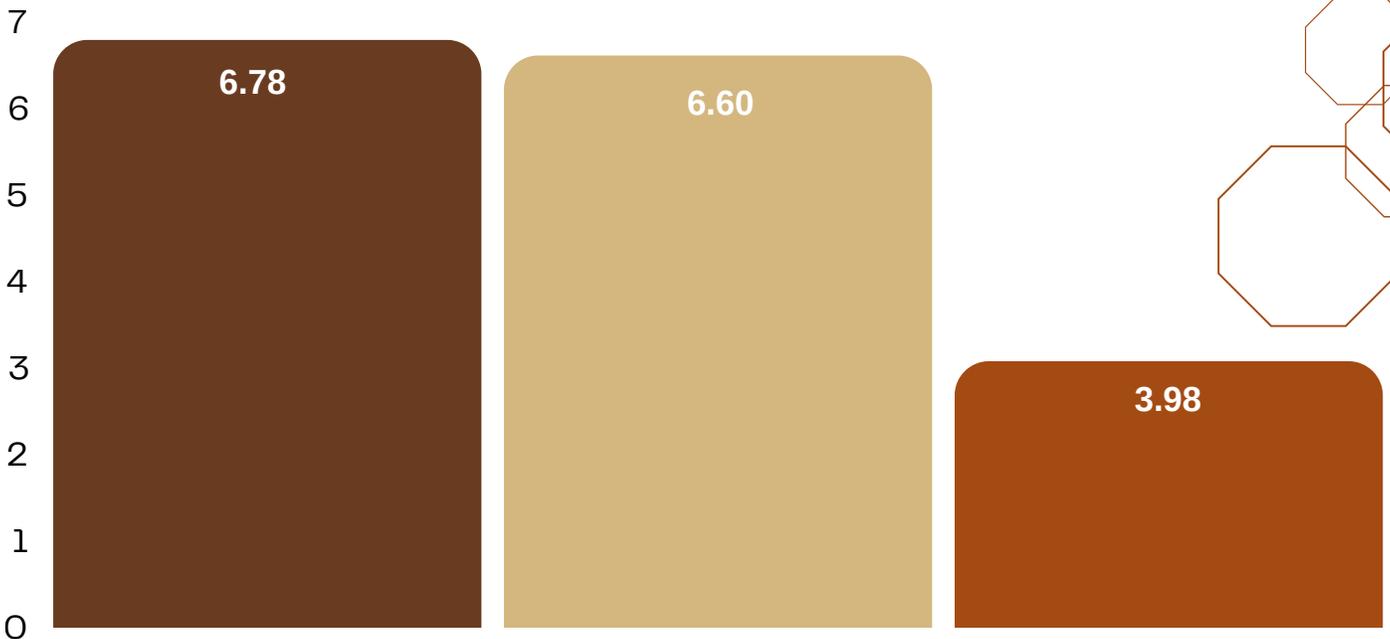


SCHOOL READINESS

The Classroom Assessment Scoring System (CLASS) is a tool for observing teacher student interactions. It is based on research that demonstrates that interactions between teachers and students are the most impactful elements of teaching quality. The premise of the CLASS measure is that effective teachers draw children into learning and keep them engaged. Effective interactions also support the development of children’s learning-to-learn skills, including attention and persistence. In these ways, effective interactions—as measured by the CLASS tool—link to better early learning outcomes. The scores are data from the three domains below and is rated on a seven-point scale.



- Emotional Support
- Classroom Organization
- Instructional Support

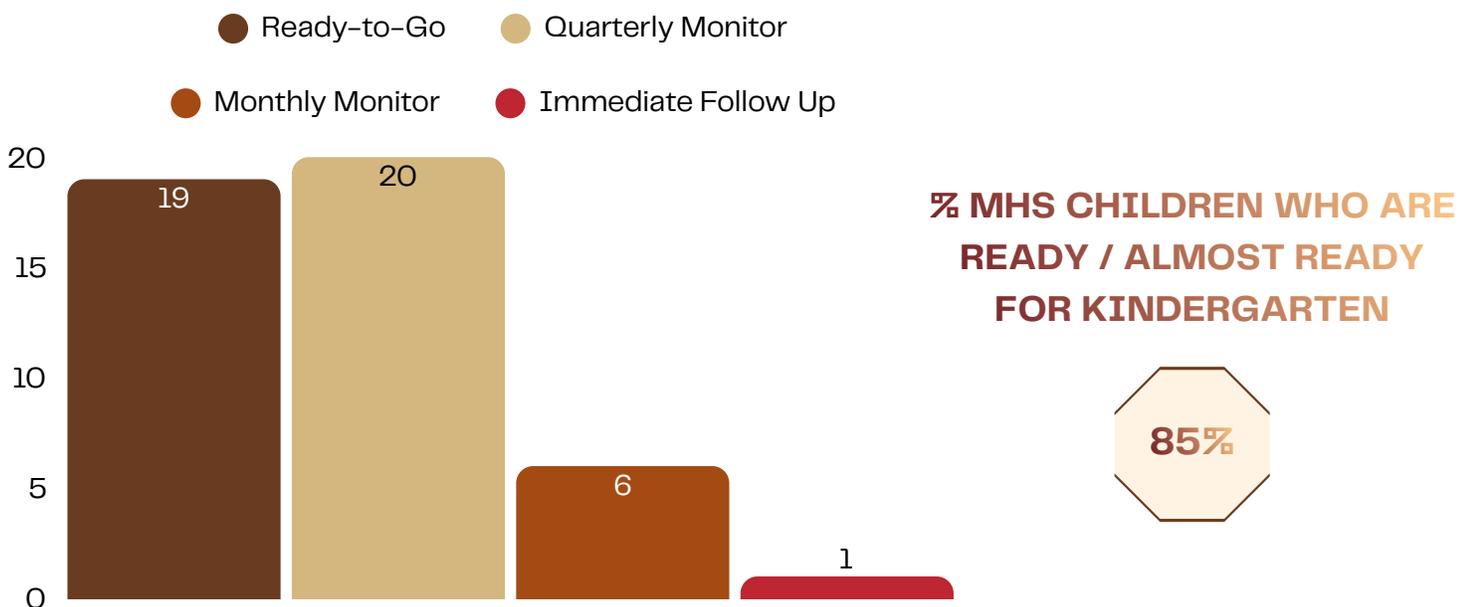


SCHOOL READINESS

The Kindergarten Student Entrance Profile KSEP was designed to support local communities' efforts to meaningfully and efficiently implement a universal school readiness assessment system. It includes sections for physical & health readiness, social-emotional readiness, and school readiness knowledge. Children's ability to regulate emotions enhances their capacity to navigate the transition to kindergarten and acquire academic knowledge successfully. The ability to plan, regulate, problem solve, and attend to a task in kindergarten is positively related to school achievement at the end of the first grade. Fostering social-emotional and behavioral readiness is correlated with developing school-ready knowledge in preschool students.

Additionally, school-ready knowledge (e.g., verbal abilities and number sense) is a significant predictor of later academic achievement. For example, early literacy skills predict later reading fluency, writing fluency, and more extensive language development. Academic performance in the classroom is highly correlated with scores on standardized assessments for early literacy and math. Below is the 2024-2025 KSEP data.

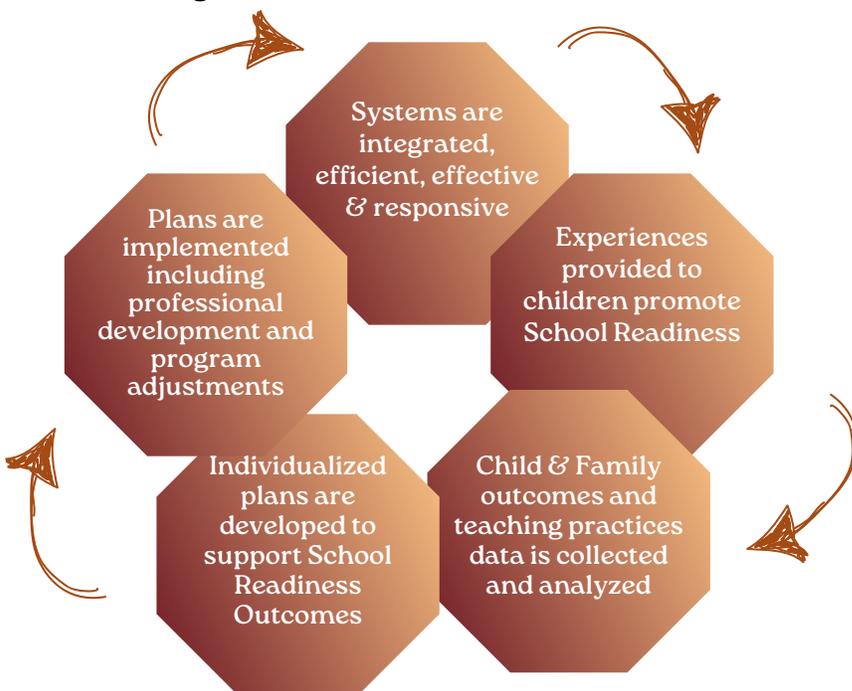
CHILDREN WHO COMPLETED KSEP		46
Ready / Almost Ready for Kindergarten		39
Not Almost Ready for Kindergarten		7



SCHOOL READINESS GOALS

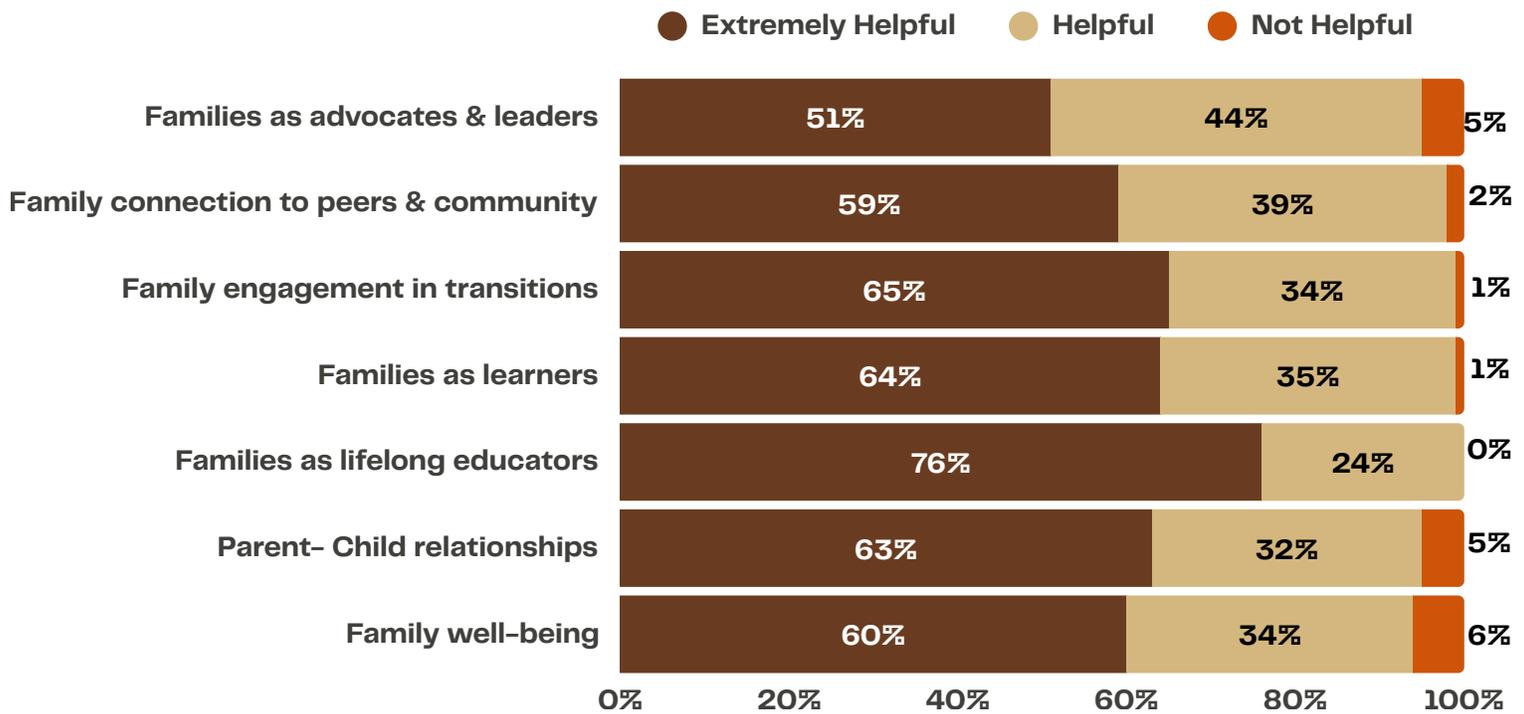
The improving Head Start for School Readiness Act of 2007 and the School Readiness in Programs Serving Preschool Children Program Instruction (ACFPIOHS-11-04) require Head Start programs to adopt school readiness goals for preschool children.

- The School Readiness Plan describes how CAPMC with SCOE/CCMHS will strategically integrate program services to improve the School Readiness Outcomes of Head Start children and families.
- The School Readiness Goals reflect that families are children’s first teachers. The goals encompass the five essential child development domains: Approaches to Learning, Language & Literacy, Cognition & General Knowledge, Physical Development & Health, and Social & Emotional Development.
- Development of School Readiness Goals, a crucial part of the School Readiness Plan, was guided by input from the Head Start community and approved by the parents of Head Start children and the Governing Bodies.
- Two sets of School Readiness Goals were adopted, the first set for expectant families, infants and toddlers, and the second set for preschool-aged children.
- The School Readiness Goals for Expectant Families, Infants and Toddlers were developed in alignment with the Head Start Framework for Programs Serving Infants and Toddlers and their Families, California Infant/Toddler Learning & Development Foundations, California Desired Results System, the Head Start Child Development and Early Learning Foundations, and the Program for Infant and Toddler Care.
- The goals for preschool children were developed in alignment with the Head Start Child Development Early Learning Framework, California Preschool Learning Foundations, California Desired Results System and the Common Core Standards for kindergarteners.



2024-2025 FAMILY OUTCOMES

Out of 368 families participating during the 2024–2025 program year, 99% of parents completed the Program Satisfaction Survey to share their feedback on how much they and their families have benefited from the program. The survey is aligned to The Head Start Parent, Family, and Community Engagement Framework and measure the impact in each of the following areas: Family Well-being, Positive Parent–Child relationships, Families as Lifelong Educators, Families as Learners, Family Engagement in Transitions, Family Connections to Peers and Community and Families as Advocates and Leaders. Below are the results:



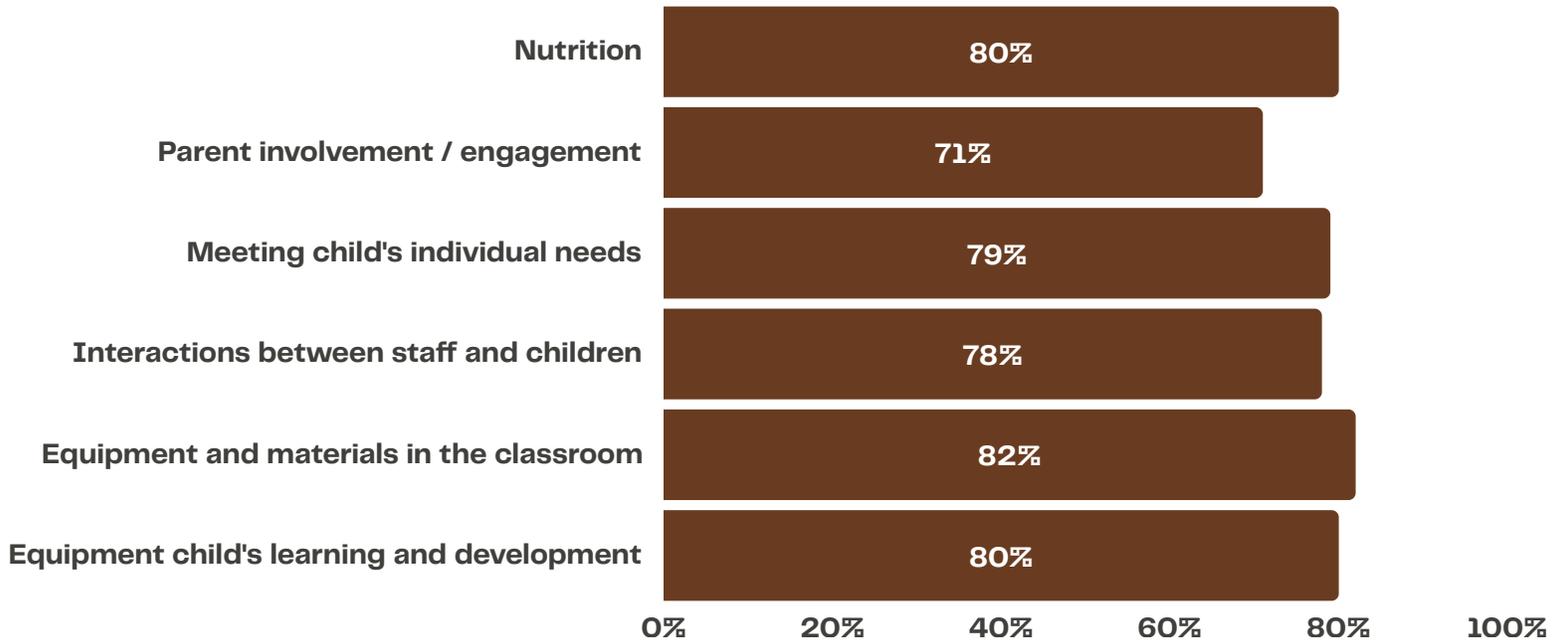
Based on the results from graph above, the top four areas where parents received the most help were Families as Lifelong Educators, Families as Learners, Parent-Child Relationships, and Family Engagement in Transitions.

- 96% of families expressed that the program services were extremely helpful.
- 91% of families were very satisfied with the quality of the program.



2024-2025 FAMILY OUTCOMES

Below are additional areas demonstrating high satisfaction with the program activities.



PARENT CURRICULUM - READY ROSIE

The program continues to offer parents the opportunity to participate in the Ready Rosie parent curriculum. 54% of families participated in the Ready Rosie platform by viewing educational videos.

Out of the 54% of families, 1,533 educational videos were viewed by parents in the Ready Rosie platform. Out of the 1,533 videos viewed, 6,628 views aligned to the Early Learning Outcomes Framework (ELOF) and 6,068 views to the Parent, Family, and Community Engagement (PFCE) frameworks.

Ready Rosie educational workshops were offered to families to strengthen their parenting skills. The following are the topics provided to them:

- Families as Leaders
- Relationships Matter
- Positive Discipline Strategies.
- The Importance of Creating Routines
- The Family Role in Building a Math Rich Environment
- Getting Ready for Kindergarten



2024-2025 FAMILY OUTCOMES

Below are other topics presented to parents during monthly parent meetings:

- EECU–Financial Literacy
- CAL–Fresh: Healthy Meals/Sugary Drinks
- Madera Behavioral Health: Brain Development and Stress/Trauma
- Centro Bi-Nacional–Know Your Rights
- Oral Health
- Tobacco
- Child Abuse
- Health Literacy



Family events such as Cultural, Family Projects, Family Engagement and Male Figure Engagement were offered to the parents. Families actively participate in these events as they worked along with their children to complete the activities for the events.

Parents actively participated not only in building their skills as their child's first teacher, but also in sharing decision-making responsibility for program planning, goals and objectives, recruitment criteria, selection and enrollment of children, the annual program assessment, and personnel policies during the center parent meetings, Policy Committee and Grantee Policy Council meetings.



MADERA MIGRANT/SEASONAL HEAD START LOCATIONS:

EASTIN ARCOLA

29551 Avenue 8, Madera, California 93637

(559) 675-3562

Capacity: 12 Infants / 12 Toddlers / 20 Preschoolers

MIS ANGELITOS

101 East Adell, Madera, California 93638

(559) 673-2564

Capacity: 8 Infants / 8 Mobile Infants / 8 Toddlers /
44 Preschoolers

LOS NIÑOS

29171 Desha Street, Madera, California 93638

(559) 662-1788

Capacity: 8 Infants / 8 Toddlers / 20 Preschoolers

SIERRA VISTA

917 East Olive Avenue, Madera, California 93638

(559) 675-9137

Capacity: 23 Infants / 12 Toddlers / 57 Preschoolers

Madera Migrant/ Seasonal Head Start is funded by grants from the U.S. Department of Health and Human Services, Administration for Children and Families. Our services are aligned with Head Start Program Performance Standards.





Homeless Engagement for Living Program (HELP Center) Services Report - October 2025



Below are the number of services provided and contacts made in Madera County for the period of 10/01/2025 - 10/31/2025.

	Individuals	Families	DV	TAY	Veterans
Madera City	152	22	0	6	0
Chowchilla City	43	0	0	0	0
Eastern Madera	21	0	0	0	0
Total:	216	22	0	6	0
HOUSING SERVICES					
				CURRENT MONTH	YEAR TO DATE
SHELTER				1	20
REFERRED TO TRIAGE - MRM				22	61
TRIAGE HOUSING				2	17
REUNIFICATION WITH FAMILY				1	2
HOUSING RESOURCE GUIDE				12	32
SUBMITTED RENTAL APPLICATIONS				21	53
PERMANENT HOUSING				8	29
PERMANENT SUPPORTIVE HOUSING				2	9
PROVIDED MOVE-IN COSTS				2	10
RECEIVED EMERGENCY HOUSING VOUCHER				0	0
DOCUMENT COLLECTION					
				CURRENT MONTH	YEAR TO DATE
DMV VOUCHER FOR ID				11	31
ASSISTED IN OBTAINING DOCUMENTS THROUGH CONSULATE				1	4
SOCIAL SECURITY CARD				2	11
BIRTH CERTIFICATE				4	12
INCOME VERIFICATION				5	15
DISABILITY CERTIFICATION				2	6
PSH SUPPORT LETTERS				3	16
EMOTIONAL SUPPORT ANIMAL LETTER				1	3
REFERRALS					
				CURRENT MONTH	YEAR TO DATE
WORKFORCE				13	34
VICTIM SERVICES				0	5
VETERAN AFFAIRS				0	0
BEHAVIORAL HEALTH				25	102
REFERRED TO BH BRIDGE HOUSING				1	2
REFERRED TO BHS-HOPE HOUSE				2	8
IMMIGRATION SERVICES				0	5
FOSTER CARE SERVICES				0	0
RH COMMUNITY BUILDERS				3	10
RHCB-CALAIM				0	0
SUBSTANCE ABUSE PROGRAM				0	1
DEPARTMENT OF SOCIAL SERVICES - APS				1	4
DEPARTMENT OF SOCIAL SERVICES - CPS				0	0
DEPARTMENT OF SOCIAL SERVICES - HOUSING				9	14
OTHER NON-CASH BENEFITS					
				CURRENT MONTH	YEAR TO DATE
ASSISTED IN OBTAINING MEDICAL APPTS				1	6
ASSISTED IN OBTAINING CASH AID / TANF				3	3
ASSISTED IN OBTAINING CALFRESH BENEFITS				3	7
ASSISTED IN OBTAINING HEALTH INSURANCE				2	5
OTHER SERVICES					
				CURRENT MONTH	YEAR TO DATE
SUICIDE PREVENTION				0	0
PROVIDED HYGIENE KITS				44	108
DELIVERED COMMODITIES				34	115
ASSISTED WITH SSI BENEFITS				0	3
ARRANGED TRANSPORTATION				18	51
ADVOCACY WITH LEGAL MATTER				0	1
ASSISTED IN OBTAINING A GOVT. PHONE				1	2
PROVIDED SHOES OR CLOTHES TO CLIENT				1	8
PROVIDED BICYCLE FOR TRANSPORTATION				0	2
ASSISTED WITH JOB INTERVIEW				3	4
ASSISTED IN OBTAINING INCOME				0	0
OTHER COORDINATED ENTRY					
				CURRENT MONTH	YEAR TO DATE
PLACED ON PSH PRIORITY LIST				2	11
PLACED ON RRH PRIORITY LIST				11	28
PLACED ON BY-NAME LIST				10	24
OTHER HOUSING SERVICES					
				CURRENT MONTH	YEAR TO DATE
ASSISTED WITH UTILITY ARREARS				2	2
ASSISTED WITH RENTAL ARREARS				11	15
ASSISTED WITH DEPOSIT				1	2



Community Action Partnership of Madera County, Inc. - HELP Center



OCTOBER 2025

Housed



Permanent Housing: 8

Permanent Supportive Housing: 2

Coordinated Entry

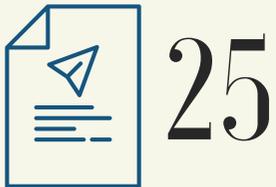


Sheltered



16

Referrals Received



Clients Served YTD

Chowchilla City

43

Madera City

174

Eastern Madera

21



238

Rental Assistance



11



Homeless Engagement for Living Program (HELP Center) Services Report - November 2025

Below are the number of services provided and contacts made in Madera County for the period of 11/01/2025 - 11/30/2025.

	Individuals	Families	DV	TAY	Veterans
Madera City	171	24	0	6	0
Chowchilla City	47	0	0	0	0
Eastern Madera	27	0	0	0	0
Total:	245	24	0	6	0

HOUSING SERVICES	CURRENT MONTH	YEAR TO DATE
SHELTER	4	24
REFERRED TO TRIAGE - MRM	15	76
TRIAGE HOUSING	1	18
REUNIFICATION WITH FAMILY	0	2
HOUSING RESOURCE GUIDE	9	41
SUBMITTED RENTAL APPLICATIONS	12	65
PERMANENT HOUSING	5	34
PERMANENT SUPPORTIVE HOUSING	2	11
PROVIDED MOVE-IN COSTS	0	10
RECEIVED EMERGENCY HOUSING VOUCHER	0	0
DOCUMENT COLLECTION	CURRENT MONTH	YEAR TO DATE
DMV VOUCHER FOR ID	10	41
ASSISTED IN OBTAINING DOCUMENTS THROUGH CONSULATE	0	4
SOCIAL SECURITY CARD	3	14
BIRTH CERTIFICATE	3	15
INCOME VERIFICATION	6	21
DISABILITY CERTIFICATION	8	14
PSH SUPPORT LETTERS	4	20
EMOTIONAL SUPPORT ANIMAL LETTER	0	3
REFERRALS	CURRENT MONTH	YEAR TO DATE
WORKFORCE	9	43
VICTIM SERVICES	0	5
VETERAN AFFAIRS	0	0
BEHAVIORAL HEALTH	26	128
REFERRED TO BH BRIDGE HOUSING	0	2
REFERRED TO BHS-HOPE HOUSE	5	13
IMMIGRATION SERVICES	0	5
FOSTER CARE SERVICES	0	0
RH COMMUNITY BUILDERS	1	11
RHCB-CALAIM	0	0
SUBSTANCE ABUSE PROGRAM	0	1
DEPARTMENT OF SOCIAL SERVICES - APS	1	5
DEPARTMENT OF SOCIAL SERVICES - CPS	0	0
DEPARTMENT OF SOCIAL SERVICES - HOUSING	6	20
OTHER NON-CASH BENEFITS	CURRENT MONTH	YEAR TO DATE
ASSISTED IN OBTAINING MEDICAL APPTS	1	7
ASSISTED IN OBTAINING CASH AID / TANF	3	6
ASSISTED IN OBTAINING CALFRESH BENEFITS	0	7
ASSISTED IN OBTAINING HEALTH INSURANCE	2	7
OTHER SERVICES	CURRENT MONTH	YEAR TO DATE
SUICIDE PREVENTION	0	0
PROVIDED HYGIENE KITS	38	146
DELIVERED COMMODITIES	27	142
ASSISTED WITH SSI BENEFITS	1	4
ARRANGED TRANSPORTATION	16	67
ADVOCACY WITH LEGAL MATTER	0	1
ASSISTED IN OBTAINING A GOVT. PHONE	2	4
PROVIDED SHOES OR CLOTHES TO CLIENT	6	14
PROVIDED BICYCLE FOR TRANSPORTATION	0	2
ASSISTED WITH JOB INTERVIEW	1	5
ASSISTED IN OBTAINING INCOME	0	0
OTHER COORDINATED ENTRY	CURRENT MONTH	YEAR TO DATE
PLACED ON PSH PRIORITY LIST	4	15
PLACED ON RRH PRIORITY LIST	3	31
PLACED ON BY-NAME LIST	14	38
OTHER HOUSING SERVICES	CURRENT MONTH	YEAR TO DATE
ASSISTED WITH UTILITY ARREARS	1	3
ASSISTED WITH RENTAL ARREARS	1	16
ASSISTED WITH DEPOSIT	0	2



Community Action Partnership of Madera County, Inc. - HELP Center



NOVEMBER 2025

Housed



Permanent Housing: 5

Permanent Supportive Housing: 2

Coordinated Entry



Sheltered



6

Referrals Received



Clients Served YTD

Chowchilla City

47

Madera City

195

Eastern Madera

27



269

Rental Assistance



1



October 2025

Community Services Report

LOW INCOME HOME ENERGY ASSISTANCE PROGRAM (LIHEAP)

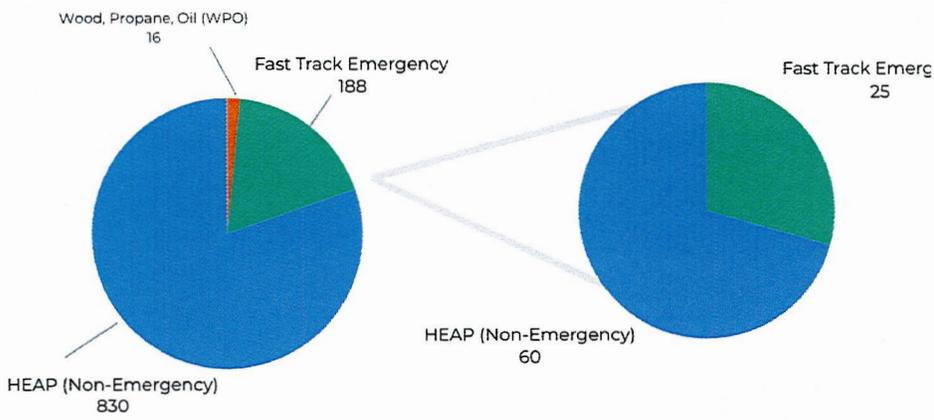
HOUSEHOLDS SERVED (2025)

The data displayed was collected from January to October 2025. For monitoring purposes, we've discovered several key insights and trends during this period that may inform decision-making and guide future actions. The LIHEAP Program assists customers with utility bills, the program also includes Weatherization for qualified households.

2025 Total

2025 Program Assistance Overview

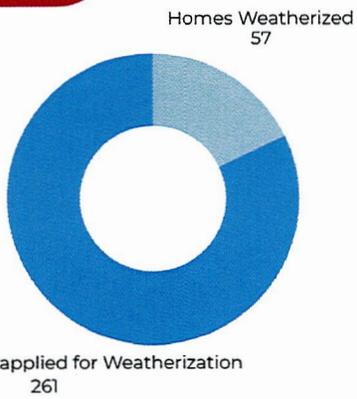
From January to October 2025, the majority of support provided was through the HEAP (Non-Emergency) category with 830 households, followed by Fast Track Emergency at 188 homes, and a smaller number utilizing the Wood, Propane, Oil (WPO) with 16 households.



HOUSEHOLDS SERVED (2025) through the Weatherization Program



Funding to Assist Households through October 2025 \$72,638.49



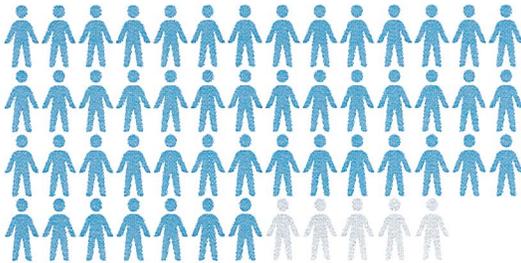
Homes Weatherized With 2025 Funding = 57

The weatherization services help low-income households reduce energy costs and improve their home's energy efficiency. The LIHEAP Weatherization Program provides free energy upgrades, education on energy efficiency, and budget counseling. These services aim to lower utility bills, enhance home health and safety, and promote overall household economic security.

HOMELESS ASSISTANCE SERVICES

SHUNAMMITE PLACE

October 2025 Total



October 2025 Overview

As of October 2025, the Shunammite Place holds a total of 56 residential occupancy. Out of these 52 units are currently occupied by residents while the remaining 4 units are vacant and available for placement. This indicates an approximate 92% occupancy rate, with opportunities to increase resident placement and utilization. The Shunammite Place Program offers permanent supportive housing to individuals and families prioritizing a barrier-free transition from the streets or shelters. The program recently acquired a 3-bedroom home and is in the process of getting ready to be occupied.

MADERA MENTAL HEALTH SERVICES ACT (MMHSA)

October 2025 Overview

CAPMC Community Services acts as Property Manager on behalf of Madera Mental Health Services Act units in Madera and Chowchilla.

MMHSA houses 12 residents in two units to support recovery-focused mental health care. Currently the program is operating at 83.3% capacity, 10 units were filled as of October 2025, with 83.3% of residents completing the program—demonstrating full engagement and optimal use of program resources.

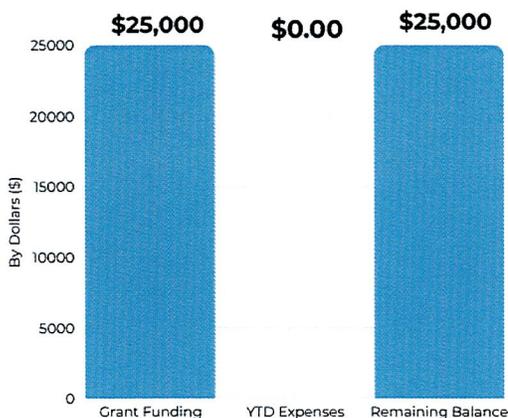


Total Units Occupied

KAISER PERMANENTE HOUSING GRANT FOR HEALTH GRANT OPPORTUNITIES ROUND 3

The Kaiser Permanente Housing for Health Grant Round 3 is a funding initiative aimed at improving health outcomes by addressing housing insecurity and homelessness. This grant develops or expands programs linking stable housing with supportive services such as mental health care, substance use treatment, and primary health care access.

Budget Breakdown



Grant Expense Overview

As part of the Kaiser Permanente Housing for Health Grant Round 3 budget a total of \$25,000 was allocated. To date, 100% of the grant has been expended. This leaves a remaining balance of \$0; this grant is for the period June 30, 2025 through July 1, 2026.



LOW INCOME HOME ENERGY ASSISTANCE PROGRAM (LIHEAP)

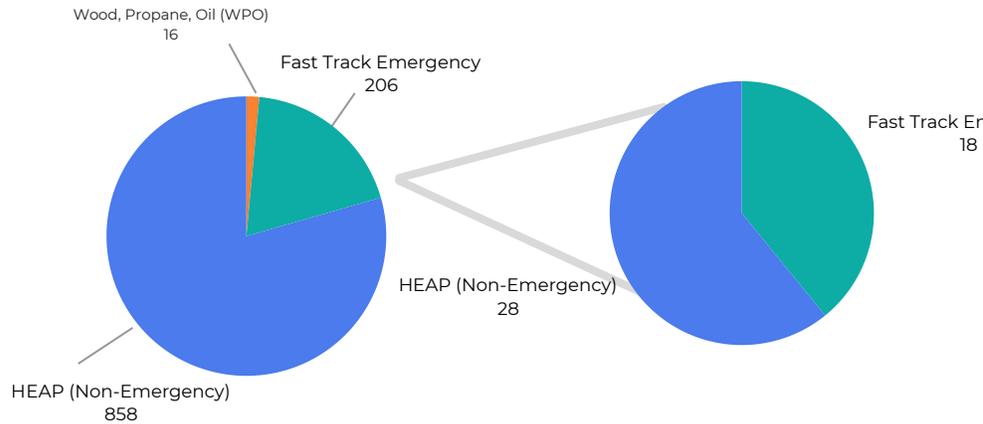
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2025 Total

2025 Program Assistance Overview

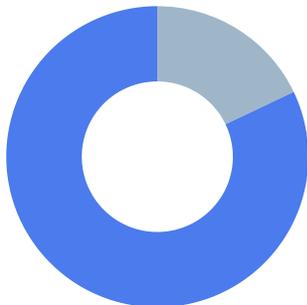
From January to November 2025, the majority of support provided was through the HEAP (Non-Emergency) category with 858 households, followed by Fast Track Emergency at 206 homes, and a smaller number utilizing the Wood, Propane, Oil (WPO) with 16 households.



HOUSEHOLDS SERVED (2025) through the Weatherization Program

Funding to Assist Households through November 2025
\$72,638.49

Homes Weatherized
57



Customers who applied for Weatherization
261

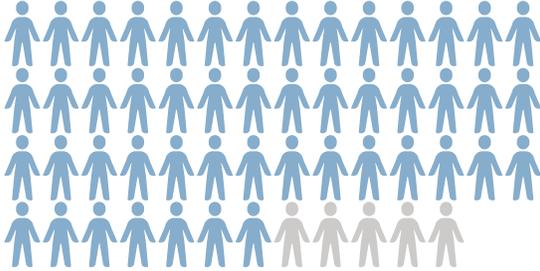
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HOMELESS ASSISTANCE SERVICES

SHUNAMMITE PLACE

November 2025 Total



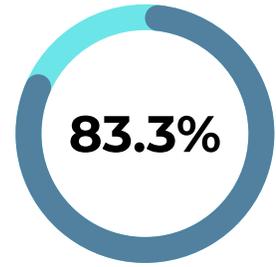
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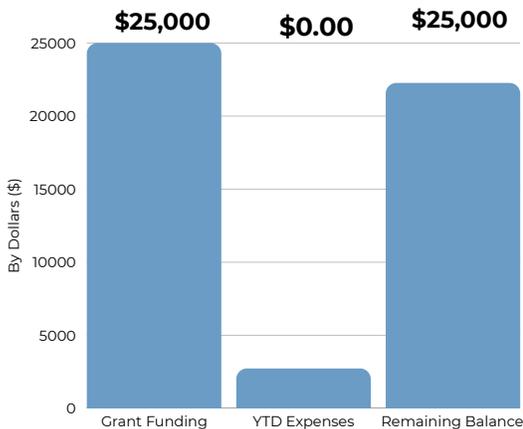


Total Units Occupied

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Budget Breakdown



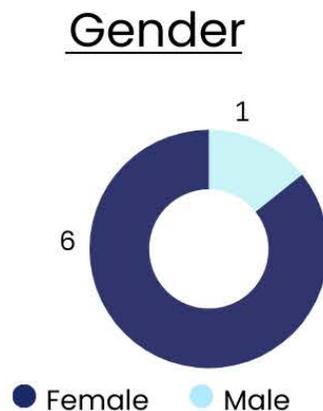
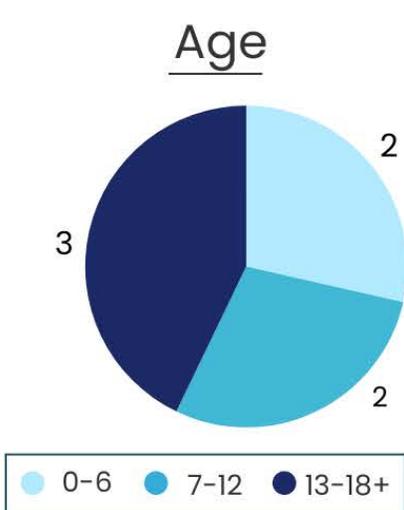
Grant Expense Overview

As part of the Kaiser Permanente Housing for Health Grant Round 3 budget a total of \$25,000 was allocated. To date, 1.12% of the grant has been expended. This leaves a remaining balance of \$22,269; this grant is for the period June 30, 2025 through July 1, 2026.

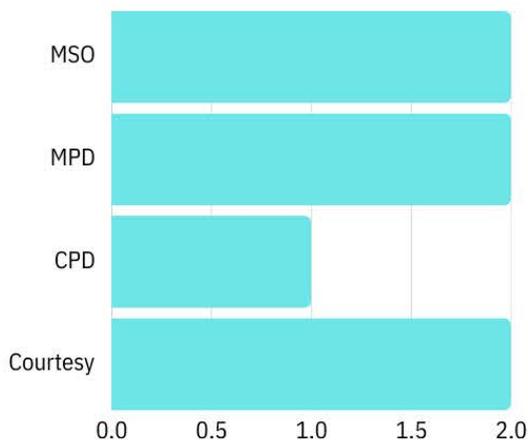


Madera County Child Advocacy Center (CAC)

November 2025



Requesting Agency



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

Mental Health Services



Child Forensic Interviews Year to Date

Year	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.
2025	3	5	10	11	6	7	9	9	16	8	7	
2024 YTD	7	7	13	15	11	7	13	12	3	5	4	2



Report to the Board of Directors

Agenda Item Number: E-1

Board of Directors Meeting for: December 11, 2025

Author: Yessenia Casillas

DATE: December 2, 2025

TO: Board of Directors

FROM: Yessenia Casillas, Finance Director – Grants Management

SUBJECT: 2025-2026 Basic, Blended and Training & Technical Assistance Grant Budget Revisions

I. RECOMMENDATION:

Review and approve Community Action Partnership of Madera County 2025-2026 Basic, Blended and Training & Technical Assistance (T&TA) Comparison Budget Revisions to Stanislaus County Office of Education. Comparison Budgets included.

II. SUMMARY:

We have prepared comparison budget revisions based on the agency's funding allocations for the 2025-2026 guidance and amounts received from Stanislaus County Office of Education.

III. DISCUSSION:

Basic, Blended and T&TA Grants in need of multiple category changes.

A. T&TA

- a. Travel 6c: Decrease to Travel Out of Area– there will not be any more travel through the remainder of the grant period, the savings will be transferred to 6h Other.
- b. Other 6h: – Increase to the staff training budget for planned end of year staff training, the increase will come from the savings in 6c.

B. Blended

- a. Transfer net savings of \$141,611 to the Basic budget.
- b. Personnel 6a: Decrease due to vacancies and due to increase in the allocation to CMIG/SUCD/SB One time funds. Transfer savings to the Basic program.
- c. Fringe 6b: Decrease in correlation with 6a personnel. Transfer savings Basic program.
- d. Supplies 6e: Decrease from program supplies, medical/dental and instructional supplies savings due to increase in the allocation to CMIG/SUCD/SB One-time funds. Transfer savings to Basic program.
- e. Other 6h: Decrease from equipment rental, telephone and utilities/disposal savings, building & grounds repair/maintenance and other services/ supplies in the blended program due to increase in the allocation to CMIG/ SB One-time funds. Transfer savings to the Basic program.

- f. Indirect-6l; decrease from transfer of funds to the Basic budget.

C. Basic

- a. Increase to the Basic budget from Blended savings of \$141,611 and \$93,950 from one-time Health & Safety funding.
- b. Personnel 6a – Increase due to higher than initially budgeted payroll costs. Transfer savings from 6b Fringe & Blended budget.
- c. Fringe 6b – Decrease due to savings in worker's compensation and SUI benefits.
- d. Travel Out of Area 6c – Increase due to staff travel cost to attend trainings not previously budgeted. Transfer from savings in the Blended budget.
- e. Equipment 6d: Increase due to one-time funding for Health & Safety, Amendment #2.
- f. Supplies-6e: Increase to data processing supplies, food, medical & dental supplies for kids, furnishings & other necessary supplies for the centers. Transfer from savings in the Blended budget.
- g. Other-6h; increase due to higher equipment rental/maintenance costs, telephone, rent & property insurance rate increases. Transfer from savings in the Blended budget.
- h. Indirect 6i – Increase from transfer between funds.

D. Non Federal Share

- a. Other 6h: Amendment #3 required increase to non-federal share in the net amount of \$71,905.

- The 2025-2026 Basic, Blended and Training & Technical Assistance Grant Budget Revisions will be presented for review and approval to the Policy Committee on December 9, 2025.

E. **FINANCING**: None

**STANISLAUS COUNTY OFFICE OF EDUCATION
MIGRANT HEAD START
BASIC BUDGET COMPARISON REVISION
March 1, 2025 - February 28, 2026**

Delegate Agency: COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

321 BASIC		Approved Budget	Modification Changes	Revised Budget
6a	Personnel	3,342,468	46,003	3,388,471
6b	Fringe	920,857	(5,988)	914,869
6c	Travel	-	105	105
6d	Equip >5,000	-	93,950	93,950
6e	Equip <5,000	-	-	-
6e	Supplies	182,851	55,582	238,433
6f	Contracts	-	-	-
6g	Renovations	-	-	-
6h	Other	686,514	34,097	720,611
	Total Direct	5,132,690	223,749	5,356,439
6i	Indirect	467,075	11,812	478,887
	Total	5,599,765	235,561	5,835,326

Explanation of requested variance/changes:			Changes
6a	Net Increase:	Increase due to higher than initially budgeted payroll costs. Transfer savings from 6b-Fringe and savings from the blended budget.	46,003
6b	Net Decrease:	Decrease due to savings in worker's compensation and SUI benefits. Transfer savings to 6a-Personnel.	(5,988)
6c	Net Increase:	Increase due to staff travel costs to attend trainings not previously budgeted. Transfer in from the blended budget savings.	105
6d	Net Increase:	Increase due to one-time funding for Health & Safety, funding will be used for the purchase of a toddler play structure.	93,950
6e	No Change		-
6e	Net Increase:	Increase to supplies to account for the rise in costs of data supplies, food, medical & dental supplies for kids, furnishings and other necessary supplies for the centers. Transfer in from savings in the blended budget.	55,582
6f	No Change		-
6g	No Change		-
6h	Net Increase:	Increase due to higher equipment rental/maintenance costs, telephone, rent and property insurance rate increases. Transfer from savings in the blended budget.	34,097
6i	Net Increase:	Increase from the transfer in from Blended program funds.	11,812
Total			235,561

Approval Section	
Delegate Director:	Date:
Agency Executive Director:	Date:
Policy Committee Approval:	Date:
Board Approval:	Date:
Grantee Director:	Date:

**STANISLAUS COUNTY OFFICE OF EDUCATION
MIGRANT HEAD START
BLENDED BUDGET COMPARISON REVISION
March 1, 2025 - February 28, 2026**

Delegate Agency: COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

362 BLENDED		Approved Budget	Modification Changes	Revised Budget
6a	Personnel	407,571	(69,663)	337,908
6b	Fringe	102,461	(44,335)	58,126
6c	Travel	-	-	-
6d	Equip >5,000	-	-	-
6e	Equip <5,000	-	-	-
6e	Supplies	54,456	(10,604)	43,852
6f	Contracts	-	-	-
6g	Renovations	-	-	-
6h	Other	80,294	(5,197)	75,097
	Total Direct	644,782	(129,799)	514,983
6i	Indirect	58,675	(11,812)	46,863
	Total	703,457	(141,611)	561,846

Explanation of requested variance/changes:

			Changes
6a	Net Decrease:	Decrease due to vacancies and due to increase in the allocation to CMIG/SUCD/SB One time funds. Transfer savings to the Basic program.	(69,663)
6b	Net Decrease:	Decrease in correlation with 6a personnel. Transfer savings Basic program.	(44,335)
6c	No Change		-
6d	No Change		-
6e	No Change		-
6e	Net Decrease:	Decrease from program supplies, medical/dental and instructional supplies savings due to increase in the allocation to CMIG/SUCD/SB One time funds. Transfer savings to Basic program.	(10,604)
6f	No Change		-
6g	No Change		-
6h	Net Decrease:	Decrease from equipment rental, telephone and utilities/disposal savings, building & grounds repair/maintenance and other services/supplies in the blended center due to increase in the allocation to CMIG/ SB One time funds. Transfer savings to the Basic program.	(5,197)
6i	Net Decrease:	Decrease from transfer of funds from Blended to Basic programs.	(11,812)
Total			(141,611)

Approval Section	
Delegate Director:	Date:
Agency Executive Director:	Date:
Policy Committee Approval:	Date:
Board Approval:	Date:
Grantee Director:	Date:

**STANISLAUS COUNTY OFFICE OF EDUCATION
MIGRANT HEAD START
NFS COMPARISON REVISION
March 1, 2025 - February 28, 2026**

Delegate Agency: COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

Non Federal Share		Approved Budget	Modification Changes	Revised Budget
6a	Personnel	-	-	-
6b	Fringe	-	-	-
6c	Travel	-	-	-
6d	Equip >5,000	-	-	-
6e	Equip <5,000	-	-	-
6e	Supplies	-	-	-
6f	Contracts	-	-	-
6g	Renovations	-	-	-
6h	Other	567,876	71,905	639,781
	Total Direct	567,876	71,905	639,781
6i	Indirect	-	-	-
	Total	567,876	71,905	639,781

Explanation of requested variance/changes:		Changes
6a	No Change	-
6b	No Change	-
6c	No Change	-
6d	No Change	-
6e	No Change	-
6e	No Change	-
6f	No Change	-
6g	No Change	-
6h	Net Increase: Increase to NFS requirement due to Amendment #2.	71,905
6i	No Change	-
Total		71,905

Approval Section	
Delegate Director:	Date:
Agency Executive Director:	Date:
Policy Committee Approval:	Date:
Board Approval:	Date:
Grantee Director:	Date:

**STANISLAUS COUNTY OFFICE OF EDUCATION
MIGRANT HEAD START - TRAINING & TECHNICAL ASSISTANCE
BUDGET COMPARISON REVISION
March 1, 2025 - February 28, 2026**

Delegate Agency: COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.

320 T&TA		Approved Budget	Modification Changes	Revised Budget
6a	Personnel	-	0	-
6b	Fringe	-	0	-
6c	Travel	12,302	(721)	11,581
6d	Equip >5,000	-	0	-
6e	Equip <5,000	-	0	-
6e	Supplies	1,839	0	1,839
6f	Contracts	-	0	-
6g	Renovations	-	0	-
6h	Other	13,519	721	14,240
	Total Direct	27,660	-	27,660
6i	Indirect	2,517	0	2,517
	Total	30,177	-	30,177

Explanation of requested variance/changes:		Changes
6a	No Change	-
6b	No Change	-
6c	Net Decrease: Decrease to Travel Out of Area; there will not be any more travel through the remaining term of the grant.	(721)
6d	No Change	-
6e	No Change	-
6e	No Change	-
6f	No Change	-
6g	No Change	-
6h	Net Increase: Increase to the staff training budget for planned end of year staff training.	721
6i	No Change	-
Total		-

Approval Section	
Delegate Director:	Date:
Agency Executive Director:	Date:
Policy Committee Approval:	Date:
Board Approval:	Date:
Grantee Director:	Date:



Report to the Board of Directors

Agenda Item Number: E-2

Board of Directors Meeting for: December 11, 2025

Author: Jennifer Coronado

DATE: December 2, 2025

TO: Board of Directors

FROM: Jennifer Coronado, Victim Services Program Manager

SUBJECT: Review and consider authorizing the Executive Director of Community Action Partnership of Madera County, Inc. (CAPMC) to submit the request for application to the California Office of Emergency Services (Cal OES) Child Advocacy Center (KC) Program Grant Application for the Program Period April 1, 2026 – March 31, 2027.

I. RECOMMENDATION:

Consider authorizing the Executive Director of CAPMC to submit the request for application to Cal OES, to operate the Child Advocacy Center (KC) Program due on January 23, 2026, and authorize the Executive Director to sign and submit any extensions or amendments during the funding period.

II. SUMMARY:

The Madera County Child Advocacy Center (CAC) is a child-focused, facility-based program in which representatives from core disciplines—law enforcement, child protection, prosecution, mental health, medical, and victim advocacy—collaborate to investigate child abuse reports, conduct forensic interviews, determine, and provide evidence-based interventions, and assess cases for prosecution. The CAC's coordinated and comprehensive response is also guided by a shared philosophy that the combined expertise of professionals across disciplines results in a more complete understanding of case issues and better provides help, support, and protection to children and families as they pursue healing and justice. The primary goal of all CAC's is to ensure that children are not further victimized by the systems designed to protect them. KC Grant services must include victim-centered, trauma-informed forensic interviews, advocacy, direct or referral to therapy/counseling, and referrals for medical exams.

III. DISCUSSION:

- This grant provides funding necessary for the operation of the Child Advocacy Center program in Madera County.

- Funding is intended to address disparities in mental health services, access to SART Medical Exams for acute and non-acute abuse, provide higher quality and allows for CAPMC to contract Child Forensic Interviewers and mental health clinicians to provide trauma-informed services to CFIT participants and their families.

IV. FINANCING:

The total project cost is \$200,000, comprised of the following:

2024 VCGF: \$87,400

2024 VOCA: \$112,600



Report to the Board of Directors

Agenda Item Number: E-3

Board of Directors Meeting for: December 11, 2025

Author: Jennifer Coronado

DATE: December 2, 2025

TO: Board of Directors

FROM: Jennifer Coronado, Victim Services Program Manager

SUBJECT: Review and consider authorizing the Executive Director of Community Action Partnership of Madera County, Inc. to enter into a contract with the Madera County Department of Social Services to provide services of a child abuse prevention council.

I. **RECOMMENDATION:**

Review and consider entering into a contract with Madera County Department of Social Services to provide services of a child abuse prevention council effective January 1, 2026, to June 30, 2026.

II. **SUMMARY:**

A child abuse prevention council is a community organization dedicated to coordinating efforts to prevent and respond to child abuse and neglect. CAPMC will contract with the Department of Social Services to assume responsibility for the Madera County Child Abuse Prevention Council (MCCAPC). MCCAPC currently operates as an independent nonprofit. The nonprofit status will temporarily be suspended as of December 31, 2025, for the transition to join Community Action Partnership of Madera County, Inc. The Child Abuse Prevention Council under Community Action Partnership of Madera County will provide community awareness and resources to protect children and strengthen families.

III. **DISCUSSION:**

The Child Abuse Prevention Council will be placed under the Victim Services Department to provide the following contractor's services:

- Provide training and education to professionals, paraprofessionals, and community members
- Promote public awareness of the abuse and neglect of children and the resources and referrals available for intervention and treatment
- Provide Mandated Reporter training
- Provide parenting and youth classes and presentations using evidence-based curriculum
- Coordinate Child Abuse Prevention and Awareness Month activities

IV. FINANCING:

The Department of Social Services will fund the program for six months. One full-time Community Education Coordinator is to be contracted under the program. The total cost of the program is expected to be \$44,713.02, including personnel, indirect, and operating expense cost.

BUDGET NARRATIVE

Personnel - These line items reflect the Community Education Coordinator salary, payroll taxes and benefits stipend. Below is the scope of work:

Scope of Work for **Community Education Coordinator**:

30% Program Administration: Responsible for receiving, screening, and directing incoming calls and emails. Maintains various files, correspondence, reports, and outreach material.

30% Direct Services: Conduct parenting classes, workshops, educational presentations, and Mandated Reporting training in English and Spanish, along with referrals and resources as needed.

35% Preventive Services: Coordinate child abuse prevention workshops and presentations in English and Spanish. Participate in Awareness Campaigns. Coordinate Activities for April Child Abuse Prevention Month. Participate in other community events and resource fairs.

5% Collaboration and Representation: (interagency collaboration and representation on local and state groups such as Safe Kids Central California, Central Valley Coalition of CAPC's, Community Advisory Board, Madera Child Death Review Team, Growing Healthy Families, and SCAN.

Other Office Expenses- This line item reflects office expense while housing staff members at the Community Action Partnership of Madera County office.

Service Supplies- These line items reflect supplies and fees utilized for activities and events.

Indirect Expenses- This line item is shared cost for administration in relation to the program being housed at Community Action Partnership of Madera County.

SUMMARY OF SERVICES

ORANIZATION: Community Action Partnership of Madera County, INC
ADDRESS: 1225 Gill Avenue, Madera, CA 93637
CONTRACTING PERIOD: Date of execution – June 30, 2026
CONTRACT AMOUNT: \$44,713.02
CONTACT: Mattie Mendez, Executive Director
TELEPHONE: (559) 673-9173
EMAIL: mmendez@maderacap.org

Community Action Partnership of Madera County will provide the services of a child abuse prevention council. A child abuse prevention council is a community organization dedicated to coordinating efforts to prevent and respond to child abuse and neglect. The Child Abuse Prevention Council under the Community Action Partnership of Madera County will provide community awareness and resources to protect children and strengthen families.

Contractor's Services:

- Provide a forum for interagency cooperation and coordination in the prevention, detection, and treatment of child abuse
- Promote public awareness of the abuse and neglect of children and the resources available for intervention and treatment
- Encourage and facilitate training in the detection, treatment, and prevention of child abuse and neglect utilizing accredited Mandated Reporter training
- Recommend improvement in services to families and victims
- Encourage and facilitate community support for child abuse and neglect programs
- Provide parenting and youth classes using evidence- based curriculum

Contractor's Target Population:

- Community partners and organizations
- Mandated Reporters
- Professionals and paraprofessionals
- Families in Madera County with children at risk for and/or in placement
- Families with children and adolescents

Contractor's Responsibilities:

- Provide prevention, intervention, and treatment services through direct outreach, education, and referrals for children and families
- Collaborate with organizations and community partners to educate, prevent, and respond to child abuse and neglect
- Provide training and education for professionals, paraprofessionals, and the community
- Report program outcomes and activities to the Department of Social Services (DSS) Program Liaison and Staff Services Analyst by the 10th calendar day of each month, including the following:
 - Number of sessions scheduled for Mandated Reporter Training and other prevention-related training and workshops, along with the number of enrolled participants who completed the training
 - Description of activities planned for Child Abuse Prevention Month in April, along with the number of participants served at the month's events
 - Number of presentations completed for partner agencies and community-based organizations
 - Number of community events attended, such as educational forums and school or resource fairs
 - Pre and Post test scores from trainings and presentations measuring knowledge gained
- Submit an annual report by September 1st to DSS
- Assist DSS in the completion of the Office of Child Abuse and Prevention annual state report due October 1st.
- Provide monthly invoices to DSS-Invoices@maderacounty.com by the 10th calendar day of the month following the month in which services were provided
- Meet with DSS analyst and program staff quarterly to discuss program updates, concerns and outcomes
- Offer a minimum of two training courses a month such as, but not limited to: Mandated Reporter, Parent Project, Child Abuse 101, online safety, healthy and unhealthy relationships
- Discussion of any line item anticipated to be over budget with the Analyst prior to approval of overage and shall not exceed 10% of any given budget line item or cause the total budget to increase

Department of Social Services (DSS) Responsibilities:

- Provide funding to the contractor as outlined in the budget narrative

- Coordinate a quarterly meeting with the Contractor, Analyst, and Program staff to discuss program updates, concerns, and outcomes.

BUDGET SHEET

Category	Amount (USD)
Personnel	
- Community Education Coordinator	20,600.00
- Payroll Taxes	8,000.00
- Medical Stipend	1,800.00
Total Personnel	30,400.00
Indirect Costs 9.10%	3729.50
Other Office Expenses	7965.15
Service Supplies	
- Events/Activities/Conferences/ Community Events	1,073.37
- Child Abuse Prevention Month	1,545.00
Total Operating Expenses	14,313.02
Total Budget (All Categories)	44,713.02



Report to the Board of Directors

Agenda Item Number: E4

Board of Directors Meeting for: December 11, 2025

Author: Irene Yang

DATE: December 3, 2025

TO: Board of Directors

FROM: Irene Yang, Human Resources Director

SUBJECT: Child Care Services and Resource & Referral Outreach Worker

I. RECOMMENDATION:

- i. Review and approve the Outreach Worker job description for the Child Care Services and Resource & Referral Department and make recommendation to the Board to approve the new position and place on the salary schedule at Range 18.5 (\$19.61 – \$23.90 per hour).
- ii. Allow to recruit and fill this position when it is approved.

II. SUMMARY:

The Child Care Services and Resource & Referral Outreach Worker is created to provide support between families, child care providers and local community resources. The Outreach Worker will focus on outreaching efforts to increase awareness and access to subsidized child care services, guide families on the enrollment process to receive child care services or be placed on waitlists. Also, this position will provide support to families when transitioning between CalWORKs Stages 1 and 2 to ensure families are being aided with quality child care as well as resources and services from the local community.

III. DISCUSSION:

- A. One (1) full-time Outreach Worker will be hired to handle outreach efforts to increase enrollment, and waitlist counts as well as coordinating program duties, such as reviewing referral and enrollment packets with families, assessing eligibility and providing referrals, assisting clients in completing the applications, collecting and maintaining records and statistical data reports.
- B. The work schedule for the Outreach Worker position is non-exempt, 40 hours per week, and the work schedule is Monday – Friday, 8:00am - 5:00pm, with an hour unpaid meal break.
- C. The Outreach Worker position will be compensated with fringe benefits, which are health/dental/vision/life insurances and vacation / sick leaves.

D. The position is year-round funded through Resource and Referral general fund and Alternative Payment fund.

E. Upon the Board's approval, this position will be recruited and filled.

IV. **FINANCIAL IMPACT:** Annual salary range is \$40,788.80 - \$49,712 and \$9,501.36 in annual fringe benefit cost for the position.



12/25

Community Action Partnership of Madera County

JOB TITLE: CHILD CARE SERVICES AND RESOURCE & REFERRAL OUTREACH WORKER

DEPARTMENT: Child Care Alternative Payment and Resource & Referral Program

REPORT TO: Child Care Alternative and Resource & Referral Program Manager
Resource & Referral Child Care Initiative Project Coordinator

SUPERVISE: N/A

COMPENSATION: Range 18.5

FLSA: Full-time; Non-Exempt

JOB OVERVIEW: The Outreach Worker will serve as a key link between families, child care providers and community resources. This role focuses on increasing access to subsidized child care services, assisting families with enrollment and waitlist processes, and supporting the transition through CalWORKs Stage 1 to Stage 2 and Stage 2 child care programs. The Outreach Worker also contributes to Resource & Referral by engaging child care providers, offering referrals, supporting families in selecting quality child care, and assisting with workshops and community events.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, ability, core competencies, and/or physical required. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION/ EXPERIENCE:

- High School Diploma / GED and one (1) year experience in Social Services, Child Care, Resource & Referral, or Community Outreach.

ABILITY TO:

- Read, speak, and write Spanish is required.
- Work in evenings and overnight travel as required.
- Work closely with the immediate supervisor to ensure program compliance, timelines for reporting, and fraud investigation.
- Attend and relay training from various sessions as they apply to the program.
- Establish effective communication and maintain effective working relationships with staff and community members.

CHILD CARE SERVICES AND RESOURCE & REFERRAL OUTREACH WORKER

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- Provide leadership to staff through motivation, team building and technical support.
- Be self-motivated with strong time management skills; be concerned about self-improvement and career development.
- Be able to relate well to all people of the community regardless of ethnic, racial, religious background or social-economic level.
- Communicate clearly and concisely in both verbal and written formats.
- Work effectively with individuals and groups.
- Exhibit excellent organizational skills.

KNOWLEDGE OF:

- Principles and practices of subsidized child care programs, including CalWORKs Stages 1-2, and Stage 2 (C2AP), and Alternative Payment Program (CAPP).
- Eligibility, need, and documentation requirements outlined in Title 5 and Title 22 regulations.
- Resource & Referral program standards, including provider engagement, referrals, and community collaboration.
- Procedures for maintaining family and provider data files, waitlist management, and database systems.
- Community resources and agencies serving children and families.
- Effective outreach, communication, and customer service techniques.
- Early childhood development and quality child care indicators.
- Basic office administration, recordkeeping, and data entry practices.
- Microsoft Office Suite and relevant child care database systems (e.g., KinderSystem, CARES, KinderTrack, or similar software).
- Cultural sensitivity and diversity in serving families and child care providers.

CORE COMPETENCIES:

- Customer Commitment – proactively seek to understand the needs of our customers and provide the highest standards of services.
- Dedication to Professionalism and Integrity – demonstrates and promotes fair, honest, professional, and ethical behaviors that establishes trust throughout the organization and with the communities we serve.
- Organizational Excellence – takes ownership for excellence through one's personal effectiveness and dedication to the continuous improvement of our programs and services.
- Success through Teamwork – collaborates and builds partnerships through trust and the open exchange of diverse ideas and perspectives to achieve organizational goals.

GENERAL PHYSICAL REQUIREMENTS

- Exerting up to 15 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.
- Able to maintain regular, punctual attendance consistent with the Americans with Disabilities Act (ADA), Family Medical Leave Act (FMLA), California Family Rights Act (CFRA) and other federal, state, and local standards.

CHILD CARE SERVICES AND RESOURCE & REFERRAL OUTREACH WORKER

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- Able to perform the essential job functions consistent with the ADA, FMLA, CFRA and other federal, state, and local standards.

MAJOR DUTIES & RESPONSIBILITIES:

LEADERSHIP

- Adheres to and applies the CAPMC mission, values, standards, policies, and procedures.
- Attends mandatory new employee orientation/ mentor activities.
- Attends training, workshops, and classes to keep abreast of client engagement theories and practices.
- Engages and encourages personal and professional development.
- Ensures services are provided to all clients in a manner consistent with CAPMC mission, standards, values, and grant requirements.
- Identifies and resolves concerns and issues.
- Interact with clients and their families in a culturally and socially sensitive way.
- Keeps apprised of developments and trends in the program's operation and be attentive to the changing or growing needs of the community.
- Keeps informed of current theories and practices in the field.
- Keeps informed of program terms, conditions, and eligibility changes.
- Maintains and ensures that staff and volunteers maintain the confidentiality of staff, parents, child, client, community, and agency information included in files, conversations, meetings, correspondence, or any other source.
- Makes recommendations for replacement, purchase, or repair of equipment.
- Models' professionalism for parents, children, clients, community, co-workers, and volunteers.
- Prepares and actively participates in staff meetings and committees.
- Promotes a team environment and teamwork.
- Reports, and assists in reporting suspected child abuse in accordance with CAPMC child abuse reporting procedures.
- Represents CAPMC in the community in a professional and competent manner.
- Responsible for setting priorities and meeting deadlines.
- Share information and knowledge with appropriate staff members.
- Works as a team member to support the functions and operations of the Department and the Agency.

GENERAL DUTIES

- Conduct outreach to families to inform them about subsidized child care programs and Resource & Referral services.
- Participate in community outreach and educational activities, including fairs, workshops, and public events.
- Maintain accurate records of outreach activities, family interactions, applications, referrals, and service delivery in compliance with Title 5 Regulations.
- Provides technical assistance and referrals to clients, telephone, and internet inquiries in a professional manner.

CHILD CARE SERVICES AND RESOURCE & REFERRAL OUTREACH WORKER

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- Assist families with completing waitlist applications for child care programs and ensure accurate data entry and maintain the in-house APP subsidized child care eligibility database.
- Monitor and follow-up with families and child care providers to ensure ongoing engagement and satisfaction with services.
- Prepare reports and printouts for funding sources and office staff; create and use statistical and data collections forms.
- Assist supervisors with reports, correspondence, procurement, and audit preparation.
- Perform office administrative tasks, including purchasing requisitions, ordering materials and supplies, copying, typing, mailing, sorting, filing, and general accounting operations.
- Share program information with interested individuals or refer them to other applicable resources in the community.

ALTERNATIVE PAYMENT / FAMILY SUPPORT

- Review Stage 1 to Stage 2 referral packets and complete the required Nine (9) Data Elements Checklist; review Stage 2 referral and complete the Request for Eligibility Verification form, ensuring accuracy and completeness.
- Utilize the child care subsidy eligibility waitlist to contact families in need of services and initiate pre-enrollment processes.
- Schedule appointments with CalWORKs clients for pre- and final enrollment into Stage 1 to Stage 2 and Stage 2 programs.
- Communicate with clients regarding their application process, required documentation, and program policies.
- Set up and maintain family data files, including accurate data entry into the child care software program.
- Determine eligibility and needs based on State and Federal funding guidelines.
- Explain parental choices of provider and legal licensing requirements.
- Explain all policies and procedures of the program as outlined in the APP Parent & provider Handbook of Written Policies.
- Complete required forms, including the Initial Confidential Application for Development Services, Certification of Eligibility forms, Notice of Action, Child Care Agreement, and provide the Due Process Brochure.
- Document income for the 85% Income Ceilings and child care service needs (employment, self-employment, educational program, vocational training, seeking permanent housing, homelessness, or parental incapacity)
- Obtain necessary health information (e.g., child immunization records).
- Perform activities to prevent fraud and abuse.
- Depending on workload or program needs, this position may complete the family's enrollment or distribute the family file to the assigned Family Services Associate (FSA) to finalize and maintain for ongoing case management and support.
- Maintain weekly communication with Quality Assurance Associates to coordinate and ensure equitable distribution of families among Family Services Associates, helping balance caseloads effectively.

CHILD CARE SERVICES AND RESOURCE & REFERRAL OUTREACH WORKER

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- Contact provider to confirm parent enrollment.
- Communicate with provider through Child Care Agreement and/or Provider Notice of Action for changes based on parent/child certified need.
- Verify that provider services and fees comply with Regional Market Rates for reimbursements.

PAYMENT PROCESS

- Send out attendance sheets/invoice forms to providers and collect completed forms.
- Review attendance sheets and verify contracted hours and signatures.
- Calculate provider payments based on the child's approved need and provider contract.
- Review invoices against parents and provider contracts and meet fiscal reporting timelines.

RESOURCE & REFERRAL / PROVIDER & COMMUNITY ENGAGEMENT

- Engage with child care providers to foster collaboration, share resources, and promote high-quality early childhood practices.
- Provide child care referrals to families based on their needs and preferences.
- Assist in planning and facilitating workshops, information sessions, and community events related to child care quality, early childhood education, and family support.
- Establish and maintain relationships with community agencies, schools, and other stakeholders to expand access to child care resources.
- Collaborate with internal teams to identify service gaps and develop strategies to enhance program outreach and R&R effectiveness.
- Assist visitors with the R&R Resource Room activities and maintain resource room supplies and equipment as needed.
- Assist with CPR & First Aid Reimbursement
- Assist and provides information to providers regarding the following training for CPR & First Aid, Preventative Health & Safety, and AB1207 Mandated Reporter.
- Assist with provider recruitment and capacity building.
- Assist in reviewing monthly licensing lists of open, pending, and closed facilities, ensuring the R&R database is accurate and up to date.
- Assist in maintaining provider data file with R&R database, including reporting changes, annual updates, expansion, and licensing correspondence.
- Attend all training related to program.

OTHER DUTIES:

- Adheres to the Americans with Disabilities Act of 1990 (ADA), which prohibits discriminatory actions toward any qualified individuals. In particular, children with disabilities are enrolled in the classroom as mandated by federal and state laws.
- Ensures strict compliance with universal precautions during work-related visits or when administering first aid.
- Other duties, as assigned within scope of job classification.

CHILD CARE SERVICES AND RESOURCE & REFERRAL OUTREACH WORKER

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LIMITS OF AUTHORITY

- Relative authority to maintain compliance with federal, state, and local laws as well as the Agency's policies and procedures.
- Relative authority to maintain compliance with program standards and the requirements of funding guidelines.
- Maintains close communication with the immediate supervisor to recommend a course of action and to receive directives on priorities.

OTHER REQUIREMENTS:

- Must be able to relate with all people of the community regardless of sexual, ethnic, racial, or religious background or socio-economic level.
- Must be dedicated to the goals and philosophy of CAPMC and Department.
- Must possess emotional maturity, stability, tactfulness, and the ability to provide professional leadership.
- Must have dependable insured transportation and a valid California Driver's License and acceptable driving record. A DMV printout and proof of insurance will be required. Mileage may be reimbursed subjected to CAPMC's policy.
- Must complete all background requirements: references, sex offender registry check, livescan checks, a pre-employment health and drug screen, acknowledgement of child abuse reporting responsibility, criminal record statement, and receive satisfactory clearance from all licensing and investigative authorities. Employment is contingent upon receiving clearances from appropriate authorities.
- Must use reasonable precautions in the performance of one's duties and adhere to all applicable safety rules and practices; and act in such a manner as to ensure at all times maximum safety to oneself, fellow employees, clients, and children.

PHYSICAL ACTIVITIES

- **Balancing:** Maintaining body equilibrium to prevent falling or tripping when walking, standing, or crouching on narrow, slippery, or erratically moving surfaces. This factor is important if the amount of balancing exceeds that needed for ordinary locomotion and maintenance of body equilibrium.
- **Climbing:** Ascending or descending ladders, stairs, scaffolding, ramps, stairs, and the like, using feet and legs and/or hands and arms. Hands and arms may be used for balance, such as holding a railing.
- **Crawling:** Moving about on hands and knees or hands and feet.
- **Crouching:** Bending the body downward and forward by bending leg and spine.
- **Driving:** Driving is the operation of a motorized passenger vehicle or other vehicle such as forklifts, golf carts, riding mowers.
- **Eye/Hand/Foot Coordination:** Performing work through using two or more body parts or other devices.
- **Feeling:** Perceiving attributes of objects, such as size, shape, temperature, or texture by touching with skin, particularly that of fingertips.

CHILD CARE SERVICES AND RESOURCE & REFERRAL OUTREACH WORKER

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- **Fine Manipulation:** Touching, picking, pinching, or otherwise working primarily with fingers rather than the whole hand or arm as in gross manipulation.
- **Foot or Leg Controls:** Use of one or both feet or legs to move controls on machinery or equipment. Control includes, and is not limited to, pedals, buttons, levers, or cranks.
- **Gross Manipulation:** Seizing, holding, grasping, turning, or otherwise working with the hand(s). It is often present when lifting involves the hands. Fingers are involved only to the extent that they are an extension of the hand to hold or operate a tool such as tin snips or scissors.
- **Hearing Requirements:** The ability to hear, understand, and distinguish speech and/or other sounds (e.g., machinery alarms, medical codes, or alarms). This includes in person speech, other remote speech, other sounds, telephone, video conference.
- **Keyboarding:** Entering text or data into a computer or other machine by means of a traditional keyboard. Traditional keyboard refers to a panel of keys used as the primary input device on a computer, typographic machine, or 10-Key numeric keypad.
- **Kneeling:** Bending legs at the knees to come to a rest on knee(s).
- **Lifting or Carrying:** Lifting is raising or lowering an object from one level to another. Lifting can include an upward pulling motion. Carrying is to transport an object – usually by holding it in the hands or arms or wearing it on the body.
- **Pushing or Pulling:** Pushing is exerting force upon an object so that the object moves away from the origin of the force. Pulling is exerting force upon an object so that the object moves toward the origin of the force. Pushing or pulling may involve use of hands or arms and/or feet or legs done with one side of the body or both sides.
- **Reaching at or below Shoulder Level:** Reaching at or below the shoulder is present when there is 'Reaching,' but it does not meet the threshold for 'Overhead.' 'Overhead' and 'At or Below the Shoulder Reaching' can be present in the same task.
- **Reaching Overhead -** Extending the arm(s) with the hand(s) higher than the head and one of these conditions exist: (1) A person bends the elbows, and the angle at the shoulders is about 90 degrees or more, or (2) A person keeps the elbow extended, and the angle at the shoulder is about 120 degrees or more.
- **Repetitive Motions:** Making frequent continuous movement.
- **Alternate Standing/Sitting at Will:** The ability to alternate between standing and sitting is present when the employee has the flexibility to choose between standing or sitting as needed.

CHILD CARE SERVICES AND RESOURCE & REFERRAL OUTREACH WORKER

Page 8 of 8

- **Sitting:** Remaining in a seated position.
- **Speaking:** Expressing or exchanging ideas by means of the spoken word to impart oral information to clients or the public and to convey detailed spoken instructions to other workers accurately, loudly, or quickly.
- **Standing or Walking:** Standing is to remain on one's feet in an upright position without moving about. Walking is to move about on foot.
- **Stooping:** Stooping is bending the body forward and down while bending the spine at the waist 45 degrees or more either over something below waist level or down towards an object on or near the ground.

VISUAL ACUITY

- **Near Visual Acuity:** Clarity of vision at approximately 20 inches or less (i.e., working with small objects or reading small print), including use of computers.
- **Far Visual Acuity:** Clarity of vision at 20 feet or more. This is not just the ability to see a person or object, but the ability to recognize features as well.
- **Peripheral Vision:** Observing an area that can be seen up and down or to right or left while eyes are fixed on a given point.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

WORKING CONDITIONS

- The worker is subject to both environmental conditions: Activities occur inside and outside.
- The worker may be exposed to infectious diseases.

To build a diverse workforce, CAPMC encourages applications from individuals with disabilities, minorities, veterans, and women. EEO/AA Employer.



Report to the Board of Directors

Agenda Item Number: E-5

Board of Directors Meeting for: December 11, 2025

Author: Donna Tooley

DATE: December 3, 2025

TO: Board of Directors

FROM: Donna Tooley, Chief Financial Officer

SUBJECT: Modification of CAPMC Personnel Policies and Procedures 603.09.01,
VACATION LEAVE ACCRUAL PAYOUT

I. RECOMMENDATION:

Review and consider modification of policy 603.09.01 to reduce total hours required to be eligible for payout.

II. SUMMARY:

Management will modify policy 603.09.01 to reduce total hours required to be eligible for vacation payout from 168 to 100. The usage requirements for employees detailed in 603.01.00, that employees must take a minimum of 5 or 10 days (depending on years of service) of vacation in an unbroken period, will be waived.

III. DISCUSSION:

- A. Agency employees have undergone economic hardship over the past year due to the rapidly rising prices of basic necessities. Management wants employees to have less restricted access to their accrued balances to help alleviate burdens. This will also help reduce CAPMC's long-term liabilities.
- B. On January 12, 2023, the Board considered and approved the Vacation Leave Accrual Payout and the procedures and process for CAPMC employees to follow. The IRS *Constructive Receipt* tax rules dictate that when an employee is eligible to draw compensation from their accrued vacation balance, that income has already been constructively received, and therefore it must be included in said employee's gross income in the year where the option is available, whether or not the employee actually exercises the cash out option.
- C. In order for an employee's vacation accrual balance to not be classified as constructively received, the employee's control over receipt of income must be subject to substantial limitations or restrictions. CAPMC intended to fulfill this through two key limitations on options to cash out:
 - 1. The employee must make an irrevocable election to cash out vacation leave accrual balance substantially in advance of the following year (for 2026, December 29, 2025).
 - 2. Only vacation leave accrued during the year in which leave is cashed out may be cashed out.

- D. Employees will be able to cash out up to 80 hours of leave per year. The first cash out period will be April 30 and the second will be November 30 of each year.
- E. Since employees are subject to the restriction of only cashing out vacation leave accrued during the calendar year, at the April 30 cash out period, the maximum hours available to cash out will be:

Years of Service	Max Cash Out Hours
1-4 Years	32.0
5-9 Years	40.0
10+ Years	40.0

For the November 30 cash out period, the maximum hours available to cash out will be:

Years of Service	Max Cash Out Hours
1-4 Years	80 less April cash out
5-9 Years	80 less April cash out
10+ Years	80 less April cash out

- F. Employees will not be able to opt out of their initial election.
- G. New *2026 Vacation Leave Accrual Payout Form* and the CAPMC Vacation Policy are attached for your review and consideration.

IV. FINANCING:

No expenses are changed by this policy change as vacation and the related liability are accrued each payroll. The only potential change is to cash flow in an immaterial capacity.

Applies to: Employees (Madera/Mariposa Regional and Madera Migrant/Seasonal Head Start collective bargaining members: refer to Collective Bargaining Agreements or Memoranda of Understanding with Unions such as SEIU

Effective: 03/01/17

Supersedes: 04/12/12

POLICY

The purpose of this policy is to provide vacation leave for eligible employees.

POLICY GUIDELINES

603.01.00 ANNUAL VACATION LEAVE. The purpose of annual vacation leave is to enable each eligible employee to return to his/her work mentally and physically refreshed.

Year-round employees, with five (5) or less years of service, must take a minimum of five (5) days of vacation per calendar year. Year-round employees, with greater than five (5) years of service, must take a minimum of 10 days of vacation per calendar year. This minimum vacation must be taken in one unbroken period unless the employee requests otherwise on the leave request form.

603.02.00 VACATION LEAVE ACCRUAL. Vacation leave begins accruing from the first day of work after achieving the initial probationary status; however, employees are ineligible to take vacation during the initial probationary period. If an employee leaves during the initial probationary period, all accrued but unused vacation pay will be paid out at the employee's regular rate.

Non year-round and non-represented employees under the initial probationary status are ineligible to take vacation during their first 60 calendar days. If an employee leaves prior to the 60 calendar days, all accrued but unused vacation pay will be paid out at the employee's regular rate.

603.02.01 ACCRUED VACATION HOURS FOR NON-REPRESENTED HEAD START EMPLOYEES. If, after totaling the accrued vacation hours and credited holidays, a Regional/Migrant/Seasonal Head Start employee does not have sufficient hours accrued to equal his/her normal scheduled work hours of the two forced vacation periods, winter/spring, the employee must take the time off without pay.

Employees in probationary status are allowed to utilize accrued but unused vacation pay during the forced vacation periods after 60 calendar days waiting period.

603.03.00 RATE OF PAY WHILE ON VACATION AND USE OF VACATION PAY. While on vacation, employees shall be compensated at the same salary rate they would have received if they had been on the job except out of classification. Vacation pay may be used to cover any time off that is not covered by sick leave or leave of absence.

603.04.00 PROBATIONARY AND REGULAR EMPLOYEES (40 HOURS PER WEEK). Vacation leave shall be accrued at the following rates:

*Years of Service	Vacation Hours Per Pay Period (Based on bi-weekly payroll)
1-4 years -----	3.69
5-9 years -----	4.62
10-19+ years -----	5.54

(*Years of Service equal twelve (12) calendar months from date of hire at regular status, inclusive of paid status and time in layoff status, as defined in the Agency’s Rules and Regulations.)

Those full-time / part-time employees who regularly work less than forty (40) hours per week accrue vacation benefits on a pro-rated basis. This pro-rated basis is calculated on hours paid, not to exceed budgeted hours.

603.05.00 TEMPORARY, PROVISIONAL, AND SUBSTITUTE EMPLOYEES. Temporary, provisional without benefits, and external substitute employees do not accrue vacation leave.

603.06.00 MAXIMUM VACATION LEAVE ACCRUAL. An employee may accumulate up to 280 hours of vacation leave. If at the end of any payroll period an employee’s vacation balance reaches 280 hours, the employee will not accrue further vacation leave until the employee’s accrued vacation leave balance falls below 279 hours, at which time the employee will accrue vacation leave at his/her regular rate until the employee’s accrued but unused vacation leave balance once again reaches 280 hours.

603.07.00 APPROVAL OF VACATION LEAVE REQUEST. Vacation requests in excess of three days shall be submitted a minimum of 30 days in advance. The times at which an eligible employee may take vacation shall be at the discretion of his/her immediate supervisor and the Program Manager or designee.

Vacation will be scheduled with prime consideration that the functions of the Department will be adequately maintained. Whenever two or more employees choose the same vacation period, the matter will be at the discretion of the program manager.

603.08.00 HOLIDAYS/VACATION LEAVE. Holidays falling on an employee’s authorized leave period shall not be charged as vacation leave.

603.09.00 VACATION/COMPENSATION TIME PAYOFF. Any eligible employee who resigns, is dismissed, or is laid-off for longer than three (3) weeks shall be paid the hourly equivalent of his/her salary for each hour of accrued but unused vacation pay and

banked holiday pay, based on the pay rate in effect for the employee on the last day worked at the regular pay rate of the primary position classification.

603.09.01 VACATION LEAVE ACCRUAL PAYOUT. If an employee has at least 100 ~~168~~ hours of vacation time accrued the employee can submit payout requests of a minimum of 20 hours up to 40 hours to the Fiscal Department two times per year. Employees will be required to follow the payout schedule and to timely and properly complete and submit payout requests.

603.10.00 EMPLOYEES ON MILITARY LEAVE. Employees called to active duty who have accrued vacation leave may elect to:

- A. Retain accrued vacation hours until return to active work status;
- B. Have hours paid out each pay period at either their normal or reduced work schedule or;
- C. Request a lump sum payment through their department for all accrued vacation hours.

603.11.00 RSP LEAVE.

603.11.01 RSP LEAVE DEFINED. Madera/Mariposa Regional Head Start non-bargaining unit employees, employed as of the last day of Regional Head Start 2004 program year, shall receive RSP Leave based on the formula listed in Section 603.12.02. Any employee hired after the end of the 2004 Program Year shall not receive the benefit of RSP Leave.

603.11.02 CALCULATION OF RSP LEAVE. Regional Head Start employees, who work more than 160 days, but less than 200 days, will be credited with RSP Leave. This leave will be credited at a flat rate based on the years of service at the beginning of the school year. (Years of service shall be based on 260 workdays equals one year of service.) Employees who work less than 160 days shall receive RSP on a pro-rated basis determined by budgeted hours. Regular part-time employees who maintain their current hours of work shall maintain their same proportion of RSP Leave.

<u>Years of Service</u>	<u>Number of Vacation Hours</u>
0 - 4	72 Hours
5 - 9	90 Hours
10+	108 Hours

Employees will continue to receive RSP leave at their current number of hours until such time as they may gain additional hours through the modified calculation of years of service and accrual rates.

The current number of hours being earned shall not be increased until such time as the accrual rate exceeds the hours being earned as of May 31, 2004.

- 603.11.03 UNUSED RSP LEAVE. Any unused leave at the end of the program year or at the time of resignation/termination will be paid out.
- 603.11.04 Effective May 31, 2004, all new hires for Regional Head Start shall accrue vacation as specified in Section 603.04.00.



Form Due December 29, 2025

2026 Vacation Leave Accrual Payout Request Form

1225 Gill Avenue, Madera, CA 93637 (559) 673-9173

Community Action Partnership of Madera County's Vacation Leave Accrual Payout policy was created to allow employees to cash out up to a total of eighty (80) hours of vacation during the months of April and/or November of each calendar year.

Changes were made to the existing policy in order to comply with the IRS' interpretation of 26 CFR 1.451-2(a), *Constructive Receipt of Income*. In order for an employee's vacation accrual balance not to be considered *constructively received*, the employee's control over the receipt of income must be subject to *substantial limitations or restrictions*. The policy is fulfilling this through two key limitations on options to cash-out; the employee must make an irrevocable election substantially in advance and only vacation accrued during the calendar year in which leave is cashed out may be cashed out.

Employee Name: Department: Employee ID:

Instructions: Employees may cash out up to 80 hours of leave per year if their current vacation balance is at least 100 hours. The first cash out period is the last full pay period in April and the second is the last full pay period in November.

Since employees are subject to the restriction of only cashing out vacation leave accrued during the calendar year, at the April cash out period the maximum hours available to cash out will be:

<u>Years of Service</u>	<u>Max Cash Out Hours</u>
1-4 Years	25.00
5-9 Years	32.00
10+ Years	38.00

For the November cash out period, the maximum hours available to cash out will be:

<u>Years of Service</u>	<u>Max Cash Out Hours</u>
1-4 Years	80 less April hours cashed out
5-9 Years	80 less April hours cashed out
10+ Years	80 less April hours cashed out

Calendar Year: Years of Service: Current Vacation Balance:

(Years of service and current vacation balances are available on the sticker provided with the most recent pay stub.)

April cash out Number of Elected Hours:

November cash out Number of Elected Hours:

Total Number of Elected Hours (cannot exceed 80):

My signature on this form attests that I am making an irrevocable election to receive cash in-lieu of leave hours for the amounts indicated above and that I meet the current vacation balance requirements. I shall be paid at my regular rate of pay at the time of cash out.

Employee Signature: Date:

Fiscal Use Only

Employee name, Department, Employee ID, Years of Service, and Current Vacation Balance are consistent with current employee records. April cash out Number of Elected hours are within allowable limits and Total Number of Elected Hours are within allowable limits.

Fiscal Signature: Date:

Report to the Board of Directors

Agenda Item Number E-6

Board of Directors' Meeting for December 11, 2025

Author Donna Tooley

DATE: December 3, 2025

TO: Board of Directors

FROM: Donna Tooley, 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 2026.

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 be 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 2024, the amount of the employer contribution was \$672,736. The exact amount will not be known until all of the salaries and wages have been processed for the 2025 calendar year, the eligibility testing has been completed for the year, and the calculations verified by the third-party administrator, Nexus.

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
FISCAL EXPENDITURE REPORT
FOR THE PERIOD ENDED NOVEMBER 30, 2025**

DEPARTMENT/ PROGRAM TITLE	AMOUNT FUNDED	FUNDS SPENT YTD	BUDGET % YTD	ACTUAL % YTD	PROGRAM DESCRIPTION
CSBG 01/01/2025 - 04/30/2026 218	320,118.00	259,718.03	68.75%	81.13%	Provide social service programs and administrative expenses
CSBG DISCRETIONARY 01/01/2025 - 04/30/2026 217	26,000.00	16,385.09	68.75%	63.02%	Provide social service programs and administrative expenses
HEAD START & CHILD DEVELOPMENT					
HEAD START REGIONAL 06/1/25 - 05/31/26 311/380	4,496,470.00	2,060,667.81	50.00%	45.83%	Provide HS services to low income preschool children and families
HEAD START T/TA 06/1/25 - 05/31/26 310	46,025.00	17,067.37	50.00%	37.08%	Provide training for staff and parents
EARLY HEAD START REGIONAL 06/1/25 - 05/31/26 312	826,615.00	360,386.95	50.00%	43.60%	Provide early HS services to 50 low income infant, toddlers and pregnant women
EARLY HEAD START T/TA 06/1/25 - 05/31/26 309	13,373.00	5,892.63	50.00%	44.06%	Provide training for staff and parents
MADERA STATE CSPP/RHS LAYERED 07/01/25 - 06/30/26 319	1,192,760.00	344,956.00	41.67%	28.92%	Provide child care services to HS preschool children and families
CHILD & ADULT CARE FOOD PROGRAM 10/01/25 - 09/30/26 390	608,357.00	61,161.89	16.67%	10.05%	Provide funds to serve hot meals to HS & state childcare children
MADERA MIGRANT HEAD START 03/01/25 - 02/28/26 321/362	6,303,222.00	4,577,684.39	75.00%	72.62%	Provide HS services to 479 migrant and seasonal children and families
MADERA MIGRANT HS TRAINING 03/01/25 - 02/28/26 320	30,177.00	29,712.38	175.00%	98.46%	Provide training for staff and parents
MADERA MIGRANT CHILD CARE - PART YEAR 07/01/25 - 06/30/26 322/324	992,716.00	417,185.54	41.67%	42.02%	Provide child care services to migrant eligible infant and toddlers
MADERA MIGRANT CHILD CARE SPECIALIZED SERVICES 07/01/25 - 06/30/26 325	169,936.00	72,411.21	41.67%	42.61%	Provide start up funding for supplies and staff to provide services to migrant eligible infant and toddlers
REGIONAL MADERA COE QUALITY COUNTS 06/01/2025 - 05/31/2026 356	187,412.76	302.92	50.00%	0.16%	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, 2025**

DEPARTMENT/ PROGRAM TITLE	AMOUNT FUNDED	FUNDS SPENT YTD	BUDGET % YTD	ACTUAL % YTD	PROGRAM DESCRIPTION
FRESNO MIGRANT HEAD START 09/01/25 - 08/31/26 331	6,566,001.00	1,841,902.76	25.00%	28.05%	Provide HS services to to 469 migrant children and families
FRESNO MIGRANT HS -TRAINING 09/01/25 - 08/31/26 330	82,690.00	10,668.10	25.00%	12.90%	Provide training for staff and parents
FRESNO MIGRANT FRESNO COE QUALITY COUNTS 09/01/2025 - 08/31/2026 351	425,745.25	0.00	25.00%	0.00%	Provide low-income children high quality preschool programs with focus on child development, teaching, and program/environment quality
DSS STRENGTHENING FAMILIES 07/01/2025 - 06/30/2026 371	277,136.00	74,305.34	41.67%	26.81%	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, 2025**

DEPARTMENT/ PROGRAM TITLE	AMOUNT FUNDED	FUNDS SPENT YTD	BUDGET % YTD	ACTUAL % YTD	PROGRAM DESCRIPTION
RESOURCE & REFERRAL:					
CCDF-HEALTH & SAFETY 07/01/25 - 06/30/26 411	7,997.00	2,356.56	41.67%	29.47%	Training and supplies for child care providers
R & R GENERAL 07/01/25 - 06/30/26 401	297,087.00	114,235.38	41.67%	38.45%	Provide resources and referrals regarding child care and related issues
EMERGENCY CHILD CARE BRIDGE PROGRAM 07/01/25 - 06/30/26 407	307,121.00	80,134.17	41.67%	26.09%	Provide subsidized child care for eligible foster children
CHILD CARE INITIATIVE PROJECT 07/01/25 - 06/30/26 424	55,064.00	19,071.41	41.67%	34.63%	Recruiting and training child care providers for infants and toddlers
ALTERNATIVE PAYMENT 07/01/25 - 06/30/26 414	8,294,765.00	1,799,235.35	41.67%	21.69%	Provide subsidized child care for eligible families
ALTERNATIVE PAYMENT STAGE 2 07/01/25 - 06/30/26 427	1,848,171.00	398,154.57	41.67%	21.54%	Provide subsidized child care for eligible families
ALTERNATIVE PAYMENT STAGE 3 07/01/25 - 06/30/26 428	1,166,253.00	388,353.14	41.67%	33.30%	Provide subsidized child care for eligible families

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
FISCAL EXPENDITURE REPORT
FOR THE PERIOD ENDED NOVEMBER 30, 2025**

DEPARTMENT/ PROGRAM TITLE	AMOUNT FUNDED	FUNDS SPENT YTD	BUDGET % YTD	ACTUAL % YTD	PROGRAM DESCRIPTION
VICTIM SERVICES:					
RSVP/CALOES 10/01/25 - 09/30/26 500	340,289.00	48,780.55	16.67%	14.34%	Assist victims of sexual assault
VICTIM WITNESS/CALOES 10/01/25 - 09/30/26 501	435,577.00	57,549.41	16.67%	13.21%	Assist victims of crime
SHELTER-BASED DOMESTIC VIOLENCE 10/01/25 - 09/30/26 533	539,465.00	76,775.24	16.67%	14.23%	Provide shelter services for domestic violence victims
DOM. VIO. MARRIAGE LICENSE 07/01/25 - 06/30/26 502	22,000.00	0.00	41.67%	0.00%	Provides shelter and services to domestic violence victims
DOMESTIC VIOLENCE RESTITUTION 07/01/25 - 06/30/26 504	4,000.00	0.00	41.67%	0.00%	Provides shelter and services to domestic violence victims
VSC DOMESTIC VIOLENCE GENERAL FUND 07/01/25 - 06/30/26 DONATIONS ONLY 507/525	2,000.00	0.00	41.67%	0.00%	Assist victims of domestic violence
VICTIM SERVICES CENTER FUND 07/01/25 - 06/30/26 DONATIONS ONLY 510	2,500.00	0.00	41.67%	0.00%	Assist with program operations for all Victim Services clients
UNSERVED/UNDERSERVED VICTIM ADVOCACY & OUTREACH 01/01/25 - 12/31/25 508	196,906.00	171,391.71	91.67%	87.04%	Assist unserved/underserved, primarily Hispanic, victims of crime
TRANSITIONAL HOUSING 01/01/25 - 12/31/25 531	135,000.00	113,778.36	91.67%	84.28%	Provide long-term shelter services for domestic violence and human trafficking victims
YOUTH AND SPECIALIZED SERVICES:					
CHILD ADVOCACY CENTER 07/01/25 - 06/30/26 516	1,000.00	0.00	41.67%	0.00%	Provide child sexual assault interviews
CHILD ADVOCACY CENTER (KC) PROGRAM CALOES 04/01/2025 - 03/31/2026 535	200,000.00	112,376.85	66.67%	56.19%	Provide funding to operate child advocacy center and provide child sexual assault interviews

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
 FISCAL EXPENDITURE REPORT
 FOR THE PERIOD ENDED NOVEMBER 30, 2025

DEPARTMENT/ PROGRAM TITLE	AMOUNT FUNDED	FUNDS SPENT YTD	BUDGET % YTD	ACTUAL % YTD	PROGRAM DESCRIPTION
=====					
COMMUNITY SERVICES - EMERGENCY & OTHER SERVICES:					

FEMA NO CONTRACT YET 205	0.00	19.19	#DIV/0!	#DIV/0!	Administration of the FEMA program

E.C.I.P./LIHEAP (11/01/24 - 06/30/26) 208	950,228.00	911,174.22	65.00%	95.89%	Assistance for low income clients for energy bills and weatherization services

MADERA MENTAL HEALTH PROPERTY MGMT 07/01/25 - 06/30/26 216	50,000.00	8,601.67	41.67%	17.20%	Provides property management services for the County of Madera Behavioral Health

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
FISCAL EXPENDITURE REPORT
FOR THE PERIOD ENDED NOVEMBER 30, 2025**

DEPARTMENT/ PROGRAM TITLE	AMOUNT FUNDED	FUNDS SPENT YTD	BUDGET % YTD	ACTUAL % YTD	PROGRAM DESCRIPTION
COMMUNITY SERVICES - HOMELESS PROGRAMS:					
VALLARTA/THE GONZALEZ FAMILY DONATION 07/01/25 - 06/30/26 221	465.34	465.34	41.67%	100.00%	Provides funding for homeless support and emergency services
SHUNAMMITE PLACE 11/01/25 - 10/31/26 NO CONTRACT YET 224	848,597.00	59,508.39	8.33%	7.01%	Provides permanent supportive housing for homeless people with disabilities
CITY OF MADERA - CDBG 07/01/25 - 06/30/26 231	20,000.00	1,179.74	41.67%	5.90%	Provides funding for Fresno-Madera Continuum of Care and homeless support
HOMELESS HOUSING, ASSISTANCE & PREVENTION (HHAP-IV) BEHAVIORAL HEALTH 01/01/24 - 6/30/27 246	346,709.12	196,553.59	54.76%	56.69%	Provides rental assistance and rapid rehousing, outreach and coordination, prevention and shelter diversion to permanent housing
HOMELESS HOUSING, ASSISTANCE & PREVENTION (HHAP-V) BEHAVIORAL HEALTH 05/01/25 - 04/30/28 276	665,155.00	55,357.54	19.44%	8.32%	Provides rapid rehousing, and street outreach for coordination, prevention and shelter diversion to permanent housing
HOMELESS HOUSING, ASSISTANCE & PREVENTION (HHAP-III) BEHAVIORAL HEALTH 07/01/23 - 06/30/26 278	526,635.86	522,439.00	80.56%	99.20%	Provides rental assistance and rapid rehousing, outreach and coordination, prevention and shelter diversion to permanent housing
HUD COORDINATED ENTRY SUPPORTIVE SERVICES HELP CENTER 11/01/25 - 10/31/26 NO CONTRACT YET 284	539,797.00	391,195.20	8.33%	72.47%	Provides coordinated entry supportive housing for homeless people within the FMCoC area
MADERA CO. PROP 47 COMMUNITY & HOUSING OUTREACH SERVICE 6/17/25 - 3/31/28 285	1,000,000.00	81,423.23	15.15%	8.14%	Provides shelter, case management, essential resources, and street outreach services to unsheltered with Madera Co. Task Force members

**Community Action Partnership of Madera County, Inc.
Consolidated Statement of Financial Position by Object
October 31, 2025**

	<u>This Year</u>
Assets	
1113- CASH IN WESTAMERICA PAYROLL CK	(725.10)
1116- CASH IN WESTAMERICA HEAD START MONEY MARKET	0.00
1117- CASH IN WESTAMERICA ACCTS PAYABLE CHECKING	528,359.38
1122- SAVINGS - WESTAMERICA	9,238,738.51
1124- CD VICTIM SERVICES - COMMUNITY WEST BANK	400,000.00
1130- PETTY CASH	650.00
1310- GRANTS RECEIVABLE	3,217,618.50
1320- ACCOUNTS RECEIVABLE	52,498.96
1323- A/R IGNITE MY CITY CHURCH	1,642.51
1328- EMPLOYEE & TRAVEL ADVANCES	544.09
1329- ADVANCE CLEARING	30,968.78
1410- PREPAID EXPENSES	140,075.08
1412- PREPAID POSTAGE	4,000.00
1420- SECURITY DEPOSITS	48,261.04
1421- WORKERS' COMP DEPOSIT	58,943.00
1450- INVENTORY	36,681.64
1512- EQUIPMENT	2,064,525.39
1513- VEHICLES	1,540,662.30
1514- BUILDINGS	3,871,500.45
1515- LAND IMPROVEMENTS	318,790.84
1516- BUILDING IMPROVEMENTS	683,991.12
1519- LAND	59,005.00
1522- ACC DEPR - EQUIPMENT	(1,222,395.19)
1523- ACC DEPR - VEHICLES	(1,094,053.14)
1524- ACC DEPR - BUILDINGS	(3,511,935.66)
1525- ACC DEPR - LAND IMPROVE.	(191,167.69)
1526- ACC DEPR - BUILDING IMPROVE.	(286,844.52)
1590- ROU ASSETS - OPERATING LEASES	16,780,224.00
Total Assets	32,770,559.29
Liabilities and Net Assets	
2101- ACCOUNTS PAYABLE	1,026,526.28
2111- ACCOUNTS PAYABLE - MANUAL	28,990.75
2112- ACCOUNTS PAY-FUNDING SOURCE	734,170.60
2115- A/P OTHERS	5,076.85
2121- ACCRUED PAYROLL	27,707.26
2122- ACCRUED VACATION	1,498,751.80
2123- ACCRUED PAYROLL - MANUAL	849.40
2211- FICA PAYABLE	90,092.26
2212- FICA-MED PAYABLE	21,069.88

2213- FIT PAYABLE	52,419.00
2215- SIT PAYABLE	25,450.92
2216- SDI PAYABLE	8,718.76
2217- SUI PAYABLE	749.34
2218- GARNISHMENTS PAYABLE	149.45
2220- WORKER'S COMP PAYABLE	9,804.05
2231- RETIREMENT PAYABLE-ER CONTRIB	589,608.10
2232- W/H RETIREMENT	(10.00)
2244- KAISER MID20	(251.38)
2245- KAISER HIGH15	(6,409.12)
2248- KAISER LOW30	3,689.40
2249- KAISER DHMO40	0.04
2252- SELF INSURANCE - LIFE & ADD	(83.75)
2253- VISION INSURANCE PAYABLE	(281.96)
2254- SELF INSURANCE - DENTAL	76,136.00
2258- TELEMEDICINE	99.50
2259- TELEMEDICINE BUNDLE PLAN	116.25
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	3,805.01
2410- DEFERRED GRANT REVENUE	7,840,463.01
2415- RESERVE ACCOUNT	114,030.00
2420- OTHER DEFERRED REVENUE	424,966.90
2600- INVESTMENT IN FIXED ASSETS	0.00
2610- REDUCT IN INVEST IN FIXED ASST	0.00
2690- OPERATING LEASE LIABILITY	17,190,404.00
Total Liabilities	<u>29,771,409.42</u>
3000- NET ASSETS W/O DONOR RESTRICTIONS	717,905.05
3050- NET ASSETS - BOARD DESIGNATED	560,000.00
3100- NET ASSETS - RESTRICTED FIXED ASSETS	1,722,430.11
Change in Net Assets	<u>(1,185.29)</u>
Total Net Assets	<u>2,999,149.87</u>
Total Liabilities and Net Assets	<u><u>32,770,559.29</u></u>

Community Action Partnership of Madera County, Inc.
Consolidated Revenue and Expense
October 31, 2025

	<u>Year-To-Date</u> <u>Actual</u>
<u>Revenues</u>	
4110- GRANT INCOME-FEDERAL	9,460,062.96
4120- GRANT INCOME-STATE	3,557,449.20
4130- GRANT INCOME-AREA	66,032.10
4210- DONATIONS	21,455.53
4220- IN KIND CONTRIBUTIONS	1,071,858.83
4315- CHILD CRE REVENUE-STATE	3,239.70
4320- INTEREST INCOME	1,184.89
4330- SALE OF ASSETS	4,000.00
4350- RENTAL INCOME	22,884.00
4390- MISCELLANEOUS INCOME	959.46
4900- INDIRECT COST REIMBURSEMENT	1,049,352.23
Total Revenues	<u>15,258,478.90</u>
<u>Expenses</u>	
5010- SALARIES & WAGES	5,775,145.04
5012- DIRECTOR'S SALARY	59,615.23
5020- ACCRUED VACATION PAY	345,466.43
5110- BENEFITS	4,979.86
5112- HEALTH INSURANCE	560,437.65
5114- WORKER'S COMPENSATION	154,253.79
5116- PENSION	337,854.33
5122- FICA	448,709.73
5124- SUI	8,251.54
5125- DIRECTOR'S FRINGE	24,052.26
5130- ACCRUED VACATION FICA	22,029.06
6110- OFFICE SUPPLIES	23,708.89
6112- DATA PROCESSING SUPPLIES	210,096.12
6121- FOOD	217,687.69
6122- KITCHEN SUPPLIES	32,783.58
6130- PROGRAM SUPPLIES	86,260.29
6132- MEDICAL & DENTAL SUPPLIES	15,309.45
6134- INSTRUCTIONAL SUPPLIES	14,102.22
6140- CUSTODIAL SUPPLIES & MAINTENANCE TOOLS	38,156.87
6142- LINEN/LAUNDRY	90.00
6143- FURNISHINGS	27,204.21
6170- POSTAGE & SHIPPING	2,632.67
6180- EQUIPMENT RENTAL	83,053.09
6181- EQUIPMENT MAINTENANCE	12,880.13
6216- CAPITAL EXPENDITURES > \$1000	4,000.00

6221- EQUIPMENT OVER > \$5000	258,363.43
6310- PRINTING & PUBLICATIONS	9,777.62
6312- ADVERTISING & PROMOTION	4,601.85
6320- TELEPHONE	91,245.38
6410- RENT	560,505.84
6420- UTILITIES/ DISPOSAL	219,616.64
6432- BUILDING & GROUNDS REPAIRS/ MAINTENANCE	137,176.41
6433- GROUNDS MAINTENANCE	77,126.54
6436- PEST CONTROL	10,511.82
6437- BURGLAR & FIRE ALARM	9,602.71
6440- PROPERTY INSURANCE	38,437.87
6510- AUDIT	26,160.00
6520- CONSULTANTS	30,458.08
6522- CONSULTANT EXPENSES	403.20
6524- CONTRACTS	55,529.64
6530- LEGAL	33,851.65
6540- CUSTODIAL SERVICES	46,805.00
6555- MEDICAL SCREENING/DEAT/STAFF	4,347.00
6610- GAS & OIL	20,547.59
6620- VEHICLE INSURANCE	41,240.61
6630- VEHICLE LICENSE & FEES	10.00
6640- VEHICLE REPAIR & MAINTENANCE	30,878.18
6712- STAFF TRAVEL-LOCAL	7,057.35
6714- STAFF TRAVEL-OUT OF AREA	27,523.28
6722- PER DIEM - STAFF	2,027.90
6730- VOLUNTEER TRAVEL	4,445.34
6742- TRAINING - STAFF	33,955.80
6744- TRAINING - VOLUNTEER	3,392.43
6810- BANK CHARGES	1,793.27
6832- LIABILITY INSURANCE	14,526.76
6834- STUDENT ACTIVITY INSURANCE	1,224.43
6840- PROPERTY TAXES	5,032.66
6850- FEES & LICENSES	49,989.82
6851- CPR FEES	2,160.00
6852- FINGERPRINT	6,670.00
6875- EMPLOYEE HEALTH & WELFARE	1,323.10
6892- CASH SHORT/OVER	(0.20)
7110- PARENT ACTIVITIES	66.79
7111- PARENT MILEAGE	677.22
7112- PARENT INVOLVEMENT	2,321.00
7114- PC ALLOWANCE	2,475.00
7116- POLICY COUNCIL FOOD ALLOWANCE	579.92
7210- TRANSPORTATION VOUCHERS	645.38
7224- CLIENT RENT	76,714.20
7226- CLIENT LODGING/SHELTER	90,895.00
7230- CLIENT FOOD	1,416.91
7240- DIRECT BENEFITS	2,582,342.88

7245- DIRECT BENEFITS - STATE	3,239.70
8110- IN KIND SALARIES	888,191.06
8120- IN KIND RENT	171,544.52
8130- IN KIND - OTHER	12,123.25
9010- INDIRECT COST ALLOCATION	<u>1,049,352.23</u>
Total Expenses	<u>15,259,664.19</u>
Excess Revenue Over (Under) Expenditures	<u><u>(1,185.29)</u></u>

Fiscal Year July 25 - June 26
October 31, 2025

414 0 ALT PYMT PROG CAPP	<u>Grant</u> <u>Budget</u>	<u>Current</u> <u>Month</u> <u>Actual</u>	<u>YTD Actual</u> <u>October 31, 2025</u>	<u>YTD Budget</u> <u>October 31, 2025</u>	<u>% Spent</u>	<u>YTD</u> <u>Encumbrance</u>	<u>Actual Plus</u> <u>Encumbrance</u>	<u>Budget</u> <u>Balance</u>
Revenues								
4110- GRANT INCOME-FEDERAL	2,631,321.00	139,381.26	600,029.03	0.00	(0.23)	0.00	600,029.03	2,031,291.97
4120- GRANT INCOME-STATE	5,663,444.00	270,563.63	1,164,762.26	0.00	(0.21)	0.00	1,164,762.26	4,498,681.74
4315- CHILD CRE REVENUE-STATE	0.00	693.10	2,593.75	0.00	0.00	0.00	2,593.75	(2,593.75)
Total Revenues	8,294,765.00	410,637.99	1,767,385.04	0.00	(0.21)	0.00	1,767,385.04	6,527,379.96
Expenses								
5010- SALARIES & WAGES	504,205.00	22,834.56	99,225.76	0.00	0.20	0.00	99,225.76	404,979.24
5020- ACCRUED VACATION PAY	9,500.00	1,229.76	5,037.15	0.00	0.53	0.00	5,037.15	4,462.85
Total Salaries	513,705.00	24,064.32	104,262.91	0.00	0.20	0.00	104,262.91	409,442.09
5112- HEALTH INSURANCE	22,273.00	1,388.76	5,489.56	0.00	0.25	0.00	5,489.56	16,783.44
5114- WORKER'S COMPENSATION	1,339.00	99.26	423.61	0.00	0.32	0.00	423.61	915.39
5116- PENSION	16,462.00	1,363.36	5,977.97	0.00	0.36	0.00	5,977.97	10,484.03
5122- FICA	24,585.00	1,834.68	7,791.72	0.00	0.32	0.00	7,791.72	16,793.28
5124- SUI	2,494.00	93.56	347.12	0.00	0.14	0.00	347.12	2,146.88
5130- ACCRUED VACATION FRINGE	400.00	2.12	166.96	0.00	0.42	0.00	166.96	233.04
Total Fringe Benefits	67,553.00	4,781.74	20,196.94	0.00	0.30	0.00	20,196.94	47,356.06
6110- OFFICE SUPPLIES	4,144.00	0.00	75.38	0.00	0.02	753.69	829.07	3,314.93
6112- DATA PROCESSING SUPPLIES	23,162.00	292.14	1,125.90	0.00	0.05	41.81	1,167.71	21,994.29
6170- POSTAGE & SHIPPING	7,770.00	0.00	316.78	0.00	0.04	0.00	316.78	7,453.22
Total Supplies	35,076.00	292.14	1,518.06	0.00	0.04	795.50	2,313.56	32,762.44
6180- EQUIPMENT RENTAL	5,920.00	397.01	1,380.67	0.00	0.23	0.00	1,380.67	4,539.33
6181- EQUIPMENT MAINTENANCE	3,552.00	452.77	1,312.29	0.00	0.37	0.00	1,312.29	2,239.71
6310- PRINTING & PUBLICATIONS	740.00	0.00	0.00	0.00	0.00	0.00	0.00	740.00
6312- ADVERTISING & PROMOTION	1,110.00	0.00	0.00	0.00	0.00	0.00	0.00	1,110.00
6320- TELEPHONE	2,590.00	137.49	565.19	0.00	0.22	0.00	565.19	2,024.81
6410- RENT	65,120.00	4,845.32	18,518.44	0.00	0.28	0.00	18,518.44	46,601.56
6420- UTILITIES/ DISPOSAL	13,098.00	962.81	4,128.16	0.00	0.32	0.00	4,128.16	8,969.84
6432- BUILDING & GROUNDS	22,200.00	0.00	0.00	0.00	0.00	0.00	0.00	22,200.00
6436- PEST CONTROL	0.00	0.70	2.80	0.00	0.00	0.00	2.80	(2.80)
6437- BURGLAR & FIRE ALARM	0.00	0.22	15.16	0.00	0.00	0.00	15.16	(15.16)
6440- PROPERTY INSURANCE	3,108.00	0.00	413.20	0.00	0.13	0.00	413.20	2,694.80
6530- LEGAL	440.00	0.00	0.00	0.00	0.00	0.00	0.00	440.00
6555- MEDICAL	148.00	0.00	0.00	0.00	0.00	0.00	0.00	148.00
6610- GAS & OIL	74.00	49.97	49.97	0.00	0.68	0.00	49.97	24.03
6620- VEHICLE INSURANCE	555.00	0.00	63.78	0.00	0.11	0.00	63.78	491.22
6640- VEHICLE REPAIR &	104.00	5.00	56.74	0.00	0.55	0.00	56.74	47.26

Fiscal Year July 25 - June 26
October 31, 2025

414 0 ALT PYMT PROG CAPP	<u>Grant</u> <u>Budget</u>	<u>Current</u> <u>Month</u> <u>Actual</u>	<u>YTD Actual</u> <u>October 31, 2025</u>	<u>YTD Budget</u> <u>October 31, 2025</u>	<u>% Spent</u>	<u>YTD</u> <u>Encumbrance</u>	<u>Actual Plus</u> <u>Encumbrance</u>	<u>Budget</u> <u>Balance</u>
6722- PER DIEM - STAFF	0.00	198.45	339.79	0.00	0.00	0.00	339.79	(339.79)
6742- TRAINING - STAFF	3,700.00	0.00	3,805.05	0.00	1.03	0.00	3,805.05	(105.05)
6850- FEES & LICENSES	19,240.00	0.00	5,419.69	0.00	0.28	0.00	5,419.69	13,820.31
6875- EMPLOYEE HEALTH & WELFARE	1,687.00	0.00	9.09	0.00	0.01	0.00	9.09	1,677.91
Total Other & Services	143,386.00	7,049.74	36,080.02	0.00	0.25	0.00	36,080.02	107,305.98
Equipment & Bldg Improvements	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6714- STAFF TRAVEL-OUT OF AREA	0.00	0.00	1,137.46	0.00	0.00	0.00	1,137.46	(1,137.46)
Travel-Out of Area	0.00	0.00	1,137.46	0.00	0.00	0.00	1,137.46	(1,137.46)
Depreciation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7240- DIRECT BENEFITS	6,843,181.00	339,560.25	1,454,395.16	0.00	0.21	0.00	1,454,395.16	5,388,785.84
7245- DIRECT BENEFITS - STATE	0.00	693.10	2,593.75	0.00	0.00	0.00	2,593.75	(2,593.75)
Total Direct Benefits	6,843,181.00	340,253.35	1,456,988.91	0.00	0.21	0.00	1,456,988.91	5,386,192.09
Total In-kind	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9010- INDIRECT COST ALLOCATION	691,864.00	34,193.39	147,200.74	0.00	0.21	0.00	147,200.74	544,663.26
Total Expenses	8,294,765.00	410,634.68	1,767,385.04	0.00	0.21	795.50	1,768,180.54	6,526,584.46
Excess Revenue Over (Under)	0.00	3.31	0.00	0.00	0.00	(795.50)	(795.50)	795.50

**Fiscal Year July 25 - June 26
October 31, 2025**

<u>427 0 ALT. PYMT. PROG. C2AP</u>	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual October 31, 2025</u>	<u>YTD Budget October 31, 2025</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
Revenues								
4110- GRANT INCOME-FEDERAL	289,485.00	0.00	0.00	0.00	0.00	0.00	0.00	289,485.00
4120- GRANT INCOME-STATE	1,625,490.00	87,756.29	388,438.18	0.00	(0.24)	0.00	388,438.18	1,237,051.82
Total Revenues	1,914,975.00	87,756.29	388,438.18	0.00	(0.20)	0.00	388,438.18	1,526,536.82
Expenses								
5010- SALARIES & WAGES	102,225.00	6,351.50	27,969.84	0.00	0.27	0.00	27,969.84	74,255.16
5020- ACCRUED VACATION PAY	4,054.00	336.40	1,429.47	0.00	0.35	0.00	1,429.47	2,624.53
Total Salaries	106,279.00	6,687.90	29,399.31	0.00	0.28	0.00	29,399.31	76,879.69
5112- HEALTH INSURANCE	6,945.00	326.21	1,309.38	0.00	0.19	0.00	1,309.38	5,635.62
5114- WORKER'S COMPENSATION	349.00	27.33	121.17	0.00	0.35	0.00	121.17	227.83
5116- PENSION	4,000.00	391.47	1,588.04	0.00	0.40	0.00	1,588.04	2,411.96
5122- FICA	6,150.00	505.72	2,228.42	0.00	0.36	0.00	2,228.42	3,921.58
5124- SUI	1,029.00	17.90	109.12	0.00	0.11	0.00	109.12	919.88
5130- ACCRUED VACATION FICA	438.00	10.42	30.62	0.00	0.07	0.00	30.62	407.38
Total Fringe Benefits	18,911.00	1,279.05	5,386.75	0.00	0.28	0.00	5,386.75	13,524.25
6110- OFFICE SUPPLIES	896.00	0.00	16.30	0.00	0.02	367.66	383.96	512.04
6112- DATA PROCESSING SUPPLIES	5,008.00	108.28	435.89	0.00	0.09	20.40	456.29	4,551.71
6170- POSTAGE & SHIPPING	1,980.00	0.00	295.65	0.00	0.15	0.00	295.65	1,684.35
Total Supplies	7,884.00	108.28	747.84	0.00	0.09	388.06	1,135.90	6,748.10
6180- EQUIPMENT RENTAL	1,280.00	85.84	328.96	0.00	0.26	0.00	328.96	951.04
6181- EQUIPMENT MAINTENANCE	768.00	97.90	283.74	0.00	0.37	0.00	283.74	484.26
6310- PRINTING & PUBLICATIONS	160.00	0.00	0.00	0.00	0.00	0.00	0.00	160.00
6312- ADVERTISING & PROMOTION	240.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
6320- TELEPHONE	560.00	37.45	167.04	0.00	0.30	0.00	167.04	392.96
6410- RENT	23,380.00	1,438.05	6,231.56	0.00	0.27	0.00	6,231.56	17,148.44
6420- UTILITIES/ DISPOSAL	3,458.00	289.06	1,236.42	0.00	0.36	0.00	1,236.42	2,221.58
6432- BUILDING & GROUNDS	4,800.00	0.00	0.00	0.00	0.00	0.00	0.00	4,800.00
6437- BURGLAR & FIRE ALARM	5.00	0.00	4.29	0.00	0.86	0.00	4.29	0.71
6440- PROPERTY INSURANCE	672.00	0.00	302.19	0.00	0.45	0.00	302.19	369.81
6530- LEGAL	960.00	0.00	0.00	0.00	0.00	0.00	0.00	960.00
6555- MEDICAL	66.00	0.00	0.00	0.00	0.00	0.00	0.00	66.00
6610- GAS & OIL	66.00	14.99	14.99	0.00	0.23	0.00	14.99	51.01
6620- VEHICLE INSURANCE	120.00	0.00	95.66	0.00	0.80	0.00	95.66	24.34
6640- VEHICLE REPAIR &	22.00	1.50	17.03	0.00	0.77	0.00	17.03	4.97
6722- PER DIEM - STAFF	48.00	59.54	90.10	0.00	1.88	0.00	90.10	(42.10)

**Fiscal Year July 25 - June 26
October 31, 2025**

<u>427 0 ALT. PYMT. PROG. C2AP</u>	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual October 31, 2025</u>	<u>YTD Budget October 31, 2025</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
6742- TRAINING - STAFF	870.00	0.00	843.45	0.00	0.97	0.00	843.45	26.55
6850- FEES & LICENSES	4,160.00	0.00	1,187.08	0.00	0.29	0.00	1,187.08	2,972.92
6875- EMPLOYEE HEALTH & WELFARE	465.00	0.00	2.32	0.00	0.00	0.00	2.32	462.68
Total Other & Services	42,100.00	2,024.33	10,804.83	0.00	0.26	0.00	10,804.83	31,295.17
Equipment & Blding Improvements	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6714- STAFF TRAVEL-OUT OF AREA	220.00	0.00	245.73	0.00	1.12	0.00	245.73	(25.73)
Travel-Out of Area	220.00	0.00	245.73	0.00	1.12	0.00	245.73	(25.73)
Depreciation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7240- DIRECT BENEFITS	1,579,854.00	70,336.17	309,454.20	0.00	0.20	0.00	309,454.20	1,270,399.80
Total Direct Benefits	1,579,854.00	70,336.17	309,454.20	0.00	0.20	0.00	309,454.20	1,270,399.80
Total In-kind	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**Fiscal Year July 25 - June 26
October 31, 2025**

428 0 ALT. PYMT. PROG. C3AP	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual October 31, 2025</u>	<u>YTD Budget October 31, 2025</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
Revenues								
4110- GRANT INCOME-FEDERAL	638,228.00	48,872.48	208,473.40	0.00	(0.33)	0.00	208,473.40	429,754.60
4120- GRANT INCOME-STATE	528,025.00	39,986.58	170,569.15	0.00	(0.32)	0.00	170,569.15	357,455.85
4315- CHILD CRE REVENUE-STATE	0.00	129.25	645.95	0.00	0.00	0.00	645.95	(645.95)
Total Revenues	1,166,253.00	88,988.31	379,688.50	0.00	(0.33)	0.00	379,688.50	786,564.50
Expenses								
5010- SALARIES & WAGES	60,265.00	6,145.32	25,965.80	0.00	0.43	0.00	25,965.80	34,299.20
5020- ACCRUED VACATION PAY	1,350.00	358.61	1,467.85	0.00	1.09	0.00	1,467.85	(117.85)
Total Salaries	61,615.00	6,503.93	27,433.65	0.00	0.45	0.00	27,433.65	34,181.35
5112- HEALTH INSURANCE	3,896.00	428.36	1,757.96	0.00	0.45	0.00	1,757.96	2,138.04
5114- WORKER'S COMPENSATION	149.00	27.19	111.04	0.00	0.75	0.00	111.04	37.96
5116- PENSION	3,500.00	407.63	1,633.07	0.00	0.47	0.00	1,633.07	1,866.93
5122- FICA	4,240.00	503.28	2,043.83	0.00	0.48	0.00	2,043.83	2,196.17
5124- SUI	560.00	9.82	40.71	0.00	0.07	0.00	40.71	519.29
5130- ACCRUED VACATION FICA	200.00	(6.31)	26.19	0.00	0.13	0.00	26.19	173.81
Total Fringe Benefits	12,545.00	1,369.97	5,612.80	0.00	0.45	0.00	5,612.80	6,932.20
6110- OFFICE SUPPLIES	560.00	0.00	10.18	0.00	0.02	257.37	267.55	292.45
6112- DATA PROCESSING SUPPLIES	3,130.00	78.32	310.27	0.00	0.10	14.28	324.55	2,805.45
6170- POSTAGE & SHIPPING	1,050.00	0.00	91.51	0.00	0.09	0.00	91.51	958.49
Total Supplies	4,740.00	78.32	411.96	0.00	0.09	271.65	683.61	4,056.39
6180- EQUIPMENT RENTAL	800.00	53.65	213.57	0.00	0.27	0.00	213.57	586.43
6181- EQUIPMENT MAINTENANCE	480.00	61.18	177.33	0.00	0.37	0.00	177.33	302.67
6310- PRINTING & PUBLICATIONS	100.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00
6312- ADVERTISING & PROMOTION	150.00	0.00	0.00	0.00	0.00	0.00	0.00	150.00
6320- TELEPHONE	350.00	29.63	131.61	0.00	0.38	0.00	131.61	218.39
6410- RENT	16,800.00	958.70	4,218.28	0.00	0.25	0.00	4,218.28	12,581.72
6420- UTILITIES/ DISPOSAL	1,770.00	192.45	823.33	0.00	0.47	0.00	823.33	946.67
6432- BUILDING & GROUNDS	3,000.00	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00
6437- BURGLAR & FIRE ALARM	0.00	0.00	2.86	0.00	0.00	0.00	2.86	(2.86)
6440- PROPERTY INSURANCE	420.00	0.00	211.54	0.00	0.50	0.00	211.54	208.46
6530- LEGAL	600.00	0.00	0.00	0.00	0.00	0.00	0.00	600.00
6555- MEDICAL	20.00	0.00	0.00	0.00	0.00	0.00	0.00	20.00
6610- GAS & OIL	10.00	9.99	9.99	0.00	1.00	0.00	9.99	0.01
6620- VEHICLE INSURANCE	75.00	0.00	0.00	0.00	0.00	0.00	0.00	75.00
6640- VEHICLE REPAIR &	14.00	1.00	11.34	0.00	0.81	0.00	11.34	2.66

Fiscal Year July 25 - June 26
October 31, 2025

	<u>Grant</u>	<u>Current</u>	<u>YTD Actual</u>	<u>YTD Budget</u>		<u>YTD</u>	<u>Actual Plus</u>	<u>Budget</u>
<u>428 0 ALT. PYMT. PROG. C3AP</u>	<u>Budget</u>	<u>Month</u>	<u>October 31, 2025</u>	<u>October 31, 2025</u>	<u>% Spent</u>	<u>Encumbrance</u>	<u>Encumbrance</u>	<u>Balance</u>
		<u>Actual</u>						
6722- PER DIEM - STAFF	0.00	39.68	58.78	0.00	0.00	0.00	58.78	(58.78)
6742- TRAINING - STAFF	500.00	0.00	530.25	0.00	1.06	0.00	530.25	(30.25)
6850- FEES & LICENSES	2,600.00	0.00	816.57	0.00	0.31	0.00	816.57	1,783.43
6875- EMPLOYEE HEALTH & WELFARE	228.00	0.00	1.90	0.00	0.01	0.00	1.90	226.10
Total Other & Services	27,917.00	1,346.28	7,207.35	0.00	0.26	0.00	7,207.35	20,709.65
Equipment & Bldg Improvements	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6714- STAFF TRAVEL-OUT OF AREA	0.00	0.00	159.41	0.00	0.00	0.00	159.41	(159.41)
Travel-Out of Area	0.00	0.00	159.41	0.00	0.00	0.00	159.41	(159.41)
Depreciation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7240- DIRECT BENEFITS	962,159.00	72,148.18	306,601.55	0.00	0.32	0.00	306,601.55	655,557.45

**Madera Migrant Head Start
Budget to Actual**

For the Period Ending **10/31/2025**

Start Date **3/1/2025**
Current Mnth **8.00**
60%

Account	Description	Budget	Current PTD	Current Actual YTD	Previous Actual YTD	YTD Budget	% Spent	Encumbered	Actual + Encumb	Budget Balance
REVENUES										
4110	GRANT INCOME-FEDERAL	6,303,222	459,984.00	4,039,501.28	3,579,517.28	30,255,466	64%	31,049.00	4,070,550.28	2,232,671.72
4220	IN KIND CONTRIBUTIONS	567,876	101,020.45	493,457.97	392,437.52	2,725,805	87%	-	493,457.97	74,418.03
4390	MISCELLANEOUS INCOME	-	-	-	-	-	-	-	-	-
	TOTAL REVENUES	6,871,098	561,004.45	4,532,959.25	3,971,954.80	32,981,271	66%	31,049.00	4,564,008.25	2,307,089.75
EXPENDITURES										
5010	Salaries & Wages	3,557,039	280,742.16	2,244,098.51	1,963,356.35	17,073,787	63%	-	2,244,098.51	1,312,940.49
5020	Accrued Vacation Pay	193,000	17,038.30	134,677.01	117,638.71	926,400	70%	-	134,677.01	58,322.99
5112	Health Insurance	407,733	34,540.94	252,483.78	217,942.84	1,957,118	62%	-	252,483.78	155,249.22
5114	Worker's Compensation	114,183	8,603.34	65,465.29	56,861.95	548,078	57%	-	65,465.29	48,717.71
5116	Pension	175,685	14,829.53	108,821.93	93,992.40	843,288	62%	-	108,821.93	66,863.07
5122	FICA	270,378	21,563.40	171,867.15	150,303.75	1,297,814	64%	-	171,867.15	98,510.85
5124	SUI	38,839	102.68	4,115.81	4,013.13	186,427	11%	-	4,115.81	34,723.19
5130	Accrued Vacation Fringe	16,500	1,298.60	10,286.85	8,988.25	79,200	62%	-	10,286.85	6,213.15
6110	Office supplies	18,267	277.06	4,757.07	4,480.01	87,682	26%	1,921.85	6,678.92	11,588.08
6112	Data Processing Supplies	72,000	(12,540.10)	75,892.76	88,432.86	345,600	105%	225.64	76,118.40	(4,118.40)
6121	Food	3,000	92.40	1,518.51	1,426.11	14,400	51%	657.94	2,176.45	823.55
6122	Kitchen Supplies	1,500	-	-	-	7,200	0%	-	-	1,500.00
6130	Program Supplies	69,450	894.13	34,617.40	33,723.27	333,360	50%	812.48	35,429.88	34,020.12
6132	Medical & Dental Supplies	20,000	2,177.53	16,438.84	14,261.31	96,000	82%	1,106.25	17,545.09	2,454.91
6134	Instructional Supplies	20,738	4,552.09	6,441.24	1,889.15	99,542	31%	1,352.21	7,793.45	12,944.55
6140	Custodial Supplies	31,544	6,508.87	31,019.98	24,511.11	151,411	98%	-	31,019.98	524.02
6142	Linen / Laundry	-	-	-	-	-	-	-	-	-
6143	Furnishing	-	1,209.15	6,003.56	4,794.41	-	#DIV/0!	5,622.51	11,626.07	(11,626.07)
6150	Uniform Rental / Purchases	258	-	-	-	1,238	0%	-	-	258.00
6170	Postage & Shipping	550	13.14	346.92	333.78	2,640	63%	-	346.92	203.08
6221	Equipment Over > \$5,000	-	-	-	-	-	-	-	-	-
6233	Land Improvements	-	-	-	-	-	-	-	-	-
6180	Equipment Rental	23,400	5,719.85	29,172.21	23,452.36	112,320	125%	-	29,172.21	(5,772.21)
6181	Equipment Maintenance	16,800	1,676.03	14,122.02	12,445.99	80,640	84%	495.00	14,617.02	2,182.98
6310	Printing & Publications	3,000	-	3,161.28	3,161.28	14,400	105%	-	3,161.28	(161.28)
6312	Advertising & Promotion	-	-	350.00	350.00	-	-	-	350.00	(350.00)
6320	Telephone	48,600	(13,425.82)	33,513.46	46,939.28	233,280	69%	-	33,513.46	15,086.54
6410	Rent	218,040	18,503.57	149,796.68	131,293.11	1,046,592	69%	-	149,796.68	68,243.32
6420	Utilities / Disposal	143,580	11,065.98	101,733.80	90,667.82	689,184	71%	-	101,733.80	41,846.20
6432	Building Repairs / Maintenance	49,500	3,838.63	36,920.83	33,082.20	237,600	75%	536.33	37,457.16	12,042.84
6433	Grounds Maintenance	-	-	-	-	-	#DIV/0!	-	-	-
6436	Pest Control	6,660	518.08	3,929.11	3,411.03	31,968	59%	-	3,929.11	2,730.89
6437	Burglar & Fire Alarm	4,500	73.42	2,250.29	2,176.87	21,600	50%	-	2,250.29	2,249.71
6440	Property Insurance	42,696	-	21,429.65	21,429.65	204,941	50%	-	21,429.65	21,266.35
6520	Consultants	15,000	509.60	3,264.89	2,755.29	72,000	22%	14,779.00	18,043.89	(3,043.89)
6522	Consultants Expense	235	-	146.30	146.30	1,128	62%	-	146.30	88.70
6524	Contracts	-	-	-	-	-	-	-	-	-
6530	Legal	5,000	500.00	5,657.34	5,157.34	24,000	113%	-	5,657.34	(657.34)
6540	Custodial Services	96,800	6,339.00	56,834.23	50,495.23	464,640	59%	-	56,834.23	39,965.77
6555	Medical Screening / DEAT / Staff	6,000	325.50	3,087.00	2,761.50	28,800	51%	-	3,087.00	2,913.00
6562	Medical Exam	-	-	-	-	-	-	-	-	-
6564	Medical Follow-up	-	-	-	-	-	-	-	-	-
6566	Dental Exam	-	-	-	-	-	-	-	-	-

Account	Description	Budget	Current PTD	Current Actual YTD	Previous Actual YTD	YTD Budget	% Spent	Encumbered	Actual + Encumb	Budget Balance
6568	Dental Follow-up	-	-	-	-	-	-	-	-	-
6610	Gas & Oil	12,000	891.24	7,301.36	6,410.12	57,600	61%	-	7,301.36	4,698.64
6620	Vehicle Insurance	37,800	-	29,573.17	29,573.17	181,440	78%	-	29,573.17	8,226.83
6630	Vehicle License & Fees	-	-	4.80	4.80	-	-	-	4.80	(4.80)
6640	Vehicle Repair & Maintenan	7,200	1,387.51	8,712.16	7,324.65	34,560	121%	-	8,712.16	(1,512.16)
6712	Staff Travel-Local	1,005	343.91	2,389.83	2,045.92	4,824	238%	-	2,389.83	(1,384.83)
6714	Staff Travel-Out of Area	-	-	104.30	104.30	-	-	-	104.30	(104.30)
6722	Per Diem-Staff	-	-	-	-	-	-	-	-	-
6724	Per Diem-Parent	-	-	-	-	-	-	-	-	-
6730	Volunteer Travel	-	-	-	-	-	-	-	-	-
6742	Training - Staff	-	-	2,083.00	2,083.00	-	#DIV/0!	950.00	3,033.00	(3,033.00)
6746	Training - Parent	-	-	-	-	-	-	-	-	-
6748	Education Reimbursement	-	-	414.00	414.00	-	-	-	414.00	(414.00)
6750	Field Trips	-	-	-	-	-	-	-	-	-
6810	Bank Charges	-	-	-	-	-	-	-	-	-
6820	Interest Expense	-	-	-	-	-	-	-	-	-
6832	Liability Insurance	636	42.59	345.67	303.08	3,053	54%	-	345.67	290.33
6834	Student Activity Insurance	3,120	-	907.34	907.34	14,976	29%	-	907.34	2,212.66
6840	Property Taxes	-	-	-	-	-	-	-	-	-
6850	Fees & Licenses	6,600	-	9,119.60	9,119.60	31,680	138%	-	9,119.60	(2,519.60)
6852	Finger Printing	2,000	224.25	1,050.25	826.00	9,600	53%	-	1,050.25	949.75
6860	Depreciation Expense	-	-	-	-	-	-	-	-	-
6875	Employee Health & Welfare	10,534	45.70	2,334.38	2,288.68	50,563	22%	-	2,334.38	8,199.62
7110	Parent Activities	-	-	-	-	-	#DIV/0!	-	-	-
7111	Parent Mileage	302	29.68	209.06	179.38	1,450	69%	-	209.06	92.94
7112	Parent Involvement	3,300	771.45	1,778.79	1,007.34	15,840	54%	-	1,778.79	1,521.21
7114	PPC Allowance	1,475	240.00	1,408.04	1,168.04	7,080	95%	-	1,408.04	66.96
7116	PPC Food Allowance	1,025	93.48	610.18	516.70	4,920	60%	-	610.18	414.82
8110	In-Kind Salaries	455,866	90,994.45	416,972.97	325,978.52	2,188,157	91%	-	416,972.97	38,893.03
8120	In-Kind Rent	111,010	9,251.00	74,008.00	64,757.00	532,848	67%	-	74,008.00	37,002.00
8130	In-Kind Other	1,000	775.00	2,477.00	1,702.00	4,800	-	-	2,477.00	(1,477.00)
9010	In-Direct Cost Allocation	525,750	38,367.13	336,933.65	298,566.52	2,523,600	64%	2,589.79	339,523.44	186,226.56
Total Expenses		6,871,098	561,004.45	4,532,959.25	3,971,954.80	32,981,269	66%	31,049.00	4,564,008.25	2,307,089.75
Excess Revenue Over		-	-	-	-	2		-	-	-
Total Expenses		6,871,098	561,004.45	4,532,959.25						
In-Kind		(567,876)	(101,020.45)	(493,457.97)						
Total Expenses w/o In Kind		6,303,222	459,984.00	4,039,501.28	3,579,517.28				4,070,550.28	2,232,671.72
									64.58%	

ADMINISTRATION BUDGET LIMIT	\$752,091
YEAR-TO DATE ADMIN EXP.	\$289,960
PERCENT OF TOTAL EXPENSES	3.66%
ADMINIISTRATION LIMIT IS 9.5%	

ID Cost Calc. @ 9.1%	
336,933.65	
336,933.65	

**Madera Migrant Head Start
Budget to Actual**

For the Period Ending **9/30/2025**

Start Date **3/1/2025**
Current Mnth **7.00**
60%

Account	Description	Budget	Current PTD	Current Actual YTD	Previous Actual YTD	YTD Budget	% Spent	Encumbered	Actual + Encumb	Budget Balance
REVENUES										
4110	GRANT INCOME-FEDERAL	6,303,222	550,520.24	3,579,517.28	3,028,997.04	26,473,532	57%	36,016.95	3,615,534.23	2,687,687.77
4220	IN KIND CONTRIBUTIONS	567,876	79,872.50	392,437.52	312,565.02	2,385,079	69%	-	392,437.52	175,438.48
4390	MISCELLANEOUS INCOME	-	-	-	-	-	-	-	-	-
	TOTAL REVENUES	6,871,098	630,392.74	3,971,954.80	3,341,562.06	28,858,611	58%	36,016.95	4,007,971.75	2,863,126.25
EXPENDITURES										
5010	Salaries & Wages	3,557,039	288,075.80	1,963,356.35	1,675,280.55	14,939,564	55%	-	1,963,356.35	1,593,682.65
5020	Accrued Vacation Pay	193,000	21,760.57	117,638.71	95,878.14	810,600	61%	-	117,638.71	75,361.29
5112	Health Insurance	407,733	34,612.85	217,942.84	183,329.99	1,712,479	53%	-	217,942.84	189,790.16
5114	Worker's Compensation	114,183	8,365.40	56,861.95	48,496.55	479,569	50%	-	56,861.95	57,321.05
5116	Pension	175,685	14,048.80	93,992.40	79,943.60	737,877	54%	-	93,992.40	81,692.60
5122	FICA	270,378	21,884.54	150,303.75	128,419.21	1,135,588	56%	-	150,303.75	120,074.25
5124	SUI	38,839	467.99	4,013.13	3,545.14	163,124	10%	-	4,013.13	34,825.87
5130	Accrued Vacation Fringe	16,500	1,657.97	8,988.25	7,330.28	69,300	54%	-	8,988.25	7,511.75
6110	Office supplies	18,267	2,741.04	4,480.01	1,738.97	76,721	25%	561.08	5,041.09	13,225.91
6112	Data Processing Supplies	72,000	4,346.61	88,432.86	84,086.25	302,400	123%	225.64	88,658.50	(16,658.50)
6121	Food	3,000	-	1,426.11	1,426.11	12,600	48%	-	1,426.11	1,573.89
6122	Kitchen Supplies	1,500	-	-	-	6,300	0%	-	-	1,500.00
6130	Program Supplies	69,450	2,602.49	33,723.27	31,120.78	291,690	49%	1,689.55	35,412.82	34,037.18
6132	Medical & Dental Supplies	20,000	1,922.16	14,261.31	12,339.15	84,000	71%	2,822.09	17,083.40	2,916.60
6134	Instructional Supplies	20,738	258.92	1,889.15	1,630.23	87,100	9%	6,727.87	8,617.02	12,120.98
6140	Custodial Supplies	31,544	19,630.95	24,511.11	4,880.16	132,485	78%	-	24,511.11	7,032.89
6142	Linen / Laundry	-	-	-	-	-	-	-	-	-
6143	Furnishing	-	237.07	4,794.41	4,557.34	-	#DIV/0!	5,622.51	10,416.92	(10,416.92)
6150	Uniform Rental / Purchases	258	-	-	-	1,084	0%	-	-	258.00
6170	Postage & Shipping	550	143.94	333.78	189.84	2,310	61%	-	333.78	216.22
6221	Equipment Over > \$5,000	-	-	-	-	-	-	-	-	-
6233	Land Improvements	-	-	-	-	-	-	-	-	-
6180	Equipment Rental	23,400	5,052.04	23,452.36	18,400.32	98,280	100%	-	23,452.36	(52.36)
6181	Equipment Maintenance	16,800	765.44	12,445.99	11,680.55	70,560	74%	495.00	12,940.99	3,859.01
6310	Printing & Publications	3,000	-	3,161.28	3,161.28	12,600	105%	-	3,161.28	(161.28)
6312	Advertising & Promotion	-	-	350.00	350.00	-	-	-	350.00	(350.00)
6320	Telephone	48,600	20,512.78	46,939.28	26,426.50	204,120	97%	-	46,939.28	1,660.72
6410	Rent	218,040	18,501.57	131,293.11	112,791.54	915,768	60%	-	131,293.11	86,746.89
6420	Utilities / Disposal	143,580	15,678.35	90,667.82	74,989.47	603,036	63%	-	90,667.82	52,912.18
6432	Building Repairs / Maintenance	49,500	6,725.78	33,082.20	26,356.42	207,900	67%	-	33,082.20	16,417.80
6433	Grounds Maintenance	-	-	-	-	-	#DIV/0!	-	-	-
6436	Pest Control	6,660	423.74	3,411.03	2,987.29	27,972	51%	-	3,411.03	3,248.97
6437	Burglar & Fire Alarm	4,500	797.50	2,176.87	1,379.37	18,900	48%	-	2,176.87	2,323.13
6440	Property Insurance	42,696	(8,673.32)	21,429.65	30,102.97	179,323	50%	-	21,429.65	21,266.35
6520	Consultants	15,000	224.12	2,755.29	2,531.17	63,000	18%	14,779.00	17,534.29	(2,534.29)
6522	Consultants Expense	235	-	146.30	146.30	987	62%	-	146.30	88.70
6524	Contracts	-	-	-	-	-	-	-	-	-
6530	Legal	5,000	-	5,157.34	5,157.34	21,000	103%	-	5,157.34	(157.34)
6540	Custodial Services	96,800	9,557.00	50,495.23	40,938.23	406,560	52%	-	50,495.23	46,304.77
6555	Medical Screening / DEAT / Staff	6,000	735.00	2,761.50	2,026.50	25,200	46%	-	2,761.50	3,238.50
6562	Medical Exam	-	-	-	-	-	-	-	-	-
6564	Medical Follow-up	-	-	-	-	-	-	-	-	-
6566	Dental Exam	-	-	-	-	-	-	-	-	-

Account	Description	Budget	Current	Current	Previous	YTD Budget	% Spent	Encumbered	Actual + Encumb	Budget Balance
			PTD	Actual YTD	Actual YTD					
6568	Dental Follow-up	-	-	-	-	-	-	-	-	-
6610	Gas & Oil	12,000	764.03	6,410.12	5,646.09	50,400	53%	-	6,410.12	5,589.88
6620	Vehicle Insurance	37,800	3,873.25	29,573.17	25,699.92	158,760	78%	-	29,573.17	8,226.83
6630	Vehicle License & Fees	-	4.80	4.80	-	-	-	-	4.80	(4.80)
6640	Vehicle Repair & Maintenan	7,200	4,156.53	7,324.65	3,168.12	30,240	102%	-	7,324.65	(124.65)
6712	Staff Travel-Local	1,005	207.20	2,045.92	1,838.72	4,221	204%	-	2,045.92	(1,040.92)
6714	Staff Travel-Out of Area	-	-	104.30	104.30	-	-	-	104.30	(104.30)
6722	Per Diem-Staff	-	-	-	-	-	-	-	-	-
6724	Per Diem-Parent	-	-	-	-	-	-	-	-	-
6730	Volunteer Travel	-	-	-	-	-	-	-	-	-
6742	Training - Staff	-	48.00	2,083.00	2,035.00	-	#DIV/0!	-	2,083.00	(2,083.00)
6746	Training - Parent	-	-	-	-	-	-	-	-	-
6748	Education Reimbursement	-	-	414.00	414.00	-	-	-	414.00	(414.00)
6750	Field Trips	-	-	-	-	-	-	-	-	-
6810	Bank Charges	-	-	-	-	-	-	-	-	-
6820	Interest Expense	-	-	-	-	-	-	-	-	-
6832	Liability Insurance	636	127.77	303.08	175.31	2,671	48%	-	303.08	332.92
6834	Student Activity Insurance	3,120	-	907.34	907.34	13,104	29%	-	907.34	2,212.66
6840	Property Taxes	-	-	-	-	-	-	-	-	-
6850	Fees & Licenses	6,600	1,750.00	9,119.60	7,369.60	27,720	138%	-	9,119.60	(2,519.60)
6852	Finger Printing	2,000	74.75	826.00	751.25	8,400	41%	-	826.00	1,174.00
6860	Depreciation Expense	-	-	-	-	-	-	-	-	-
6875	Employee Health & Welfare	10,534	-	2,288.68	2,288.68	44,243	22%	90.04	2,378.72	8,155.28
7110	Parent Activities	-	-	-	-	-	#DIV/0!	-	-	-
7111	Parent Mileage	302	30.80	179.38	148.58	1,268	59%	-	179.38	122.62
7112	Parent Involvement	3,300	178.98	1,007.34	828.36	13,860	31%	-	1,007.34	2,292.66
7114	PPC Allowance	1,475	180.00	1,168.04	988.04	6,195	79%	-	1,168.04	306.96
7116	PPC Food Allowance	1,025	148.29	516.70	368.41	4,305	50%	-	516.70	508.30
8110	In-Kind Salaries	455,866	69,419.50	325,978.52	256,559.02	1,914,637	72%	-	325,978.52	129,887.48
8120	In-Kind Rent	111,010	9,251.00	64,757.00	55,506.00	466,242	58%	-	64,757.00	46,253.00
8130	In-Kind Other	1,000	1,202.00	1,702.00	500.00	4,200	-	-	1,702.00	(702.00)
9010	In-Direct Cost Allocation	525,750	45,918.74	298,566.52	252,647.78	2,208,150	57%	3,004.17	301,570.69	224,179.31
Total Expenses		6,871,098	630,392.74	3,971,954.80	3,341,562.06	28,858,613	58%	36,016.95	4,007,971.75	2,863,126.25
Excess Revenue Over		-	-	-	-	(2)		-	-	-
Total Expenses		6,871,098	630,392.74	3,971,954.80						
In-Kind		(567,876)	(79,872.50)	(392,437.52)						
Total Expenses w/o In Kind		6,303,222	550,520.24	3,579,517.28	3,028,997.04				3,615,534.23	2,687,687.77
									57.36%	

ADMINISTRATION BUDGET LIMIT	\$752,091
YEAR-TO DATE ADMIN EXP.	\$289,960
PERCENT OF TOTAL EXPENSES	3.66%
ADMINIISTRATION LIMIT IS 9.5%	

ID Cost Calc. @ 9.1%	
298,566.52	
298,566.52	

Madera Regional Head Start
Budget to Actual
October 31, 2025

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	\$ 4,499,507.00	248,118.24	1,589,077.04	1,340,958.80	(14,622.58)	1,603,699.62	36%	48,786.32	1,637,863.36	2,861,643.64
4210- DONATIONS	\$ -	-	-	-	-	-	0%	-	-	-
4220- IN KIND CONTRIBUTIONS	\$ 1,136,383.00	(6,453.45)	123,334.21	129,787.66	(272,596.79)	395,931.00	11%	-	123,334.21	1,013,048.79
4330- SALE OF ASSETS	\$ -	-	7,100.00	7,100.00	7,100.00	-	0%	-	7,100.00	(7,100.00)
4350- RENTAL INCOME	\$ -	-	-	-	-	-	0%	-	-	-
4390- MISC INCOME	\$ -	-	-	-	-	-	0%	-	-	-
Total Revenues	\$ 5,635,890.00	241,664.79	1,726,527.20	1,477,846.46	(280,119.37)	1,999,630.62	31%	48,786.32	1,768,297.57	3,867,592.43
5010 SALARIES & WAGES	\$ 1,993,828.00	114,608.65	764,269.78	649,661.13	111,044.18	653,225.60	38%	-	764,269.78	1,229,558.22
5019- SALARIES & WAGES C19	\$ -	-	-	-	-	-	0%	-	-	-
5020 ACCRUED VACATION PAY	\$ 154,380.00	7,083.33	50,910.84	43,827.51	(1,257.07)	52,167.91	33%	-	50,910.84	103,469.16
5112 HEALTH INSURANCE	\$ 333,462.00	13,344.63	81,194.40	67,849.77	(20,552.67)	101,747.07	24%	-	81,194.40	252,267.60
5114 WORKER'S COMPENSATION	\$ 66,592.00	3,325.26	20,170.47	16,845.21	(480.90)	20,651.37	30%	-	20,170.47	46,421.53
5115- Worker's Compensation C19	\$ -	-	-	-	-	-	0%	-	-	-
5116 PENSION	\$ 111,290.00	7,323.62	43,342.56	36,018.94	2,042.75	41,299.81	39%	-	43,342.56	67,947.44
5117- Pension C19	\$ -	-	-	-	-	-	0%	-	-	-
5121- FICA C19	\$ -	-	-	-	-	-	0%	-	-	-
5122 FICA	\$ 159,095.00	9,243.07	58,796.90	49,553.83	6,474.84	52,322.06	37%	-	58,796.90	100,298.10
5123- SUI C19	\$ -	-	-	-	-	-	0%	-	-	-
5124 SUI	\$ 34,782.00	(151.90)	1,546.47	1,698.37	(7,567.09)	9,113.56	4%	-	1,546.47	33,235.53
5130 ACCRUED VACATION FRINGE	\$ 12,319.00	532.67	3,879.31	3,346.64	(297.71)	4,177.02	31%	-	3,879.31	8,439.69
6110 OFFICE SUPPLIES	\$ 18,900.00	(45.74)	3,716.27	3,762.01	(14,317.08)	18,033.35	35%	2,902.17	6,618.44	12,281.56
6112 DATA PROCESSING	\$ 61,800.00	(17,133.49)	33,970.58	51,104.07	7,473.93	26,496.65	57%	1,082.20	35,052.78	26,747.22
6121 FOOD	\$ 5,000.00	-	168.33	168.33	168.33	-	41%	1,885.17	2,053.50	2,946.50
6122 KITCHEN SUPPLIES	\$ 5,000.00	-	-	-	-	300.00	0%	-	-	5,000.00
6130 PROGRAM SUPPLIES	\$ 74,000.00	1,800.07	22,866.24	21,066.17	(37,877.11)	60,743.35	197%	8,339.46	31,205.70	42,794.30
6132 MEDICAL & DENTAL SUPPLIES	\$ 500.00	721.49	2,717.66	1,996.17	2,717.66	-	961%	2,084.88	4,802.54	(4,302.54)
6134 INSTRUCTIONAL SUPPLIES	\$ 19,500.00	1,571.69	1,828.65	256.96	(1,171.35)	3,000.00	36%	5,221.72	7,050.37	12,449.63
6140 CUSTODIAL SUPPLIES	\$ 24,000.00	6,145.25	7,595.60	1,450.35	(2,654.40)	10,250.00	32%	-	7,595.60	16,404.40
6142 LINEN/LAUNDRY	\$ 140.00	90.00	90.00	-	65.00	25.00	64%	-	90.00	50.00
6150 UNIFORM RENTAL/PURCHASE	\$ 450.00	-	-	-	-	-	0%	-	-	450.00
6170 POSTAGE & SHIPPING	\$ 600.00	14.23	239.34	225.11	(71.66)	311.00	40%	-	239.34	360.66
6180 EQUIPMENT RENTAL	\$ 25,956.00	3,788.86	15,864.72	12,075.86	1,697.87	14,166.85	61%	-	15,864.72	10,091.28
6181 EQUIPMENT MAINTENANCE	\$ 20,580.00	1,570.98	4,476.44	2,905.46	(1,148.56)	5,625.00	27%	990.00	5,466.44	15,113.56
6221 EQUIPMENT OVER >\$5000	\$ 185,000.00	-	-	-	-	-	0%	-	-	185,000.00
6231- BUILDING RENOVATION	\$ -	-	-	-	-	-	0%	-	-	-
6310 PRINTING & PUBLICATIONS	\$ 15,000.00	-	5,925.55	5,925.55	2,925.55	3,000.00	52%	1,800.43	7,725.98	7,274.02
6312 ADVERTISING & PROMOTION	\$ 200.00	-	350.00	350.00	(50.00)	400.00	175%	-	350.00	(150.00)
6320 TELEPHONE	\$ 165,828.00	(21,828.11)	46,835.25	68,663.36	1,002.10	45,833.15	28%	-	46,835.25	118,992.75
6410 RENT	\$ 204,058.00	21,929.33	100,790.85	78,861.52	(6,143.05)	106,933.90	49%	-	100,790.85	103,267.15
6420 UTILITIES/ DISPOSAL	\$ 107,436.00	5,009.52	45,671.95	40,662.43	(578.05)	46,250.00	43%	-	45,671.95	61,764.05
6432 BUILDING REPAIRS/ MAINTEN	\$ 38,880.00	58,071.94	73,651.57	15,579.63	13,651.57	60,000.00	204%	5,632.04	79,283.61	(40,403.61)
6433 GROUNDS MAINTENANCE	\$ 31,212.00	-	1,046.46	1,046.46	(13,536.89)	14,583.35	3%	-	1,046.46	30,165.54
6435 BUILDING IMPROVEMENTS	\$ -	-	-	-	-	-	0%	-	-	-
6436 PEST CONTROL	\$ 7,188.00	724.39	3,579.43	2,855.04	(580.57)	4,160.00	50%	-	3,579.43	3,608.57
6437 BURGLAR & FIRE ALARM	\$ 3,915.00	115.97	2,500.98	2,385.01	1,710.98	790.00	64%	-	2,500.98	1,414.02
6440 PROPERTY INSURANCE	\$ 32,915.00	-	6,938.31	6,938.31	(126.69)	7,065.00	21%	-	6,938.31	25,976.69
6520 CONSULTANTS	\$ -	2,491.12	2,739.16	248.04	639.16	2,100.00	0%	14,779.00	17,518.16	(17,518.16)
6522 CONSULTANT EXPENSES	\$ -	227.50	227.50	-	77.50	150.00	0%	-	227.50	(227.50)
6524 CONTRACTS	\$ 49,000.00	-	-	-	(14,700.00)	14,700.00	0%	-	-	49,000.00
6530 LEGAL	\$ 5,000.00	600.00	2,600.00	2,000.00	800.00	1,800.00	52%	-	2,600.00	2,400.00
6540 CUSTODIAL SERVICES	\$ 10,836.00	1,023.00	4,289.01	3,266.01	(85.99)	4,375.00	40%	-	4,289.01	6,546.99
6555 MEDICAL SCREENING/DEAT/ST	\$ 2,400.00	367.50	777.00	409.50	(723.00)	1,500.00	32%	-	777.00	1,623.00

Madera Regional Head Start
Budget to Actual
October 31, 2025

Account	Grant	Current	Current Mth	Prior Mth	Current vs Budget	YTD					
Description	Budget	Period	YTD	YTD	YTD	Budget	% Spent	YTD Encumbered	Actual + Encumbered	Balance	
6562 MEDICAL EXAM	\$ -	-	-	-	-	-	0%	-	-	-	
6564 MEDICAL FOLLOW-UP	\$ -	-	-	-	-	-	0%	-	-	-	
6566 DENTAL EXAM	\$ -	-	-	-	-	-	0%	-	-	-	
6568 DENTAL FOLLOW-UP	\$ -	-	-	-	-	-	0%	-	-	-	
6610 GAS & OIL	\$ 12,000.00	1,036.00	4,479.57	3,443.57	(520.43)	5,000.00	37%	-	4,479.57	7,520.43	
6620 VEHICLE INSURANCE	\$ 27,000.00	-	13,310.66	13,310.66	810.66	12,500.00	49%	-	13,310.66	13,689.34	
6630- VEHICLE LICENSE & FEES	\$ -	-	5.20	5.20	5.20	-	0%	-	5.20	(5.20)	
6640 VEHICLE REPAIR & MAINTENA	\$ 9,000.00	1,316.36	10,323.03	9,006.67	4,073.03	6,250.00	115%	-	10,323.03	(1,323.03)	
6712 STAFF TRAVEL-LOCAL	\$ 6,500.00	321.23	1,672.93	1,351.70	(152.07)	1,825.00	26%	-	1,672.93	4,827.07	
6714 STAFF TRAVEL-OUT OF AREA	\$ 16,580.00	-	8.00	8.00	(3,992.00)	4,000.00	0%	-	8.00	16,572.00	
6722 PER DIEM - STAFF	\$ -	-	-	-	-	-	0%	-	-	-	
6724 PER DIEM - PARENT	\$ -	-	-	-	-	-	0%	-	-	-	
6730 VOLUNTEER TRAVEL	\$ -	-	-	-	-	-	0%	-	-	-	
6742 TRAINING - STAFF	\$ 12,000.00	-	4,643.98	4,643.98	4,643.98	-	39%	-	4,643.98	7,356.02	
6744 TRAINING VOLUNTEERS	\$ 5,000.00	-	-	-	-	-	0%	-	-	5,000.00	
6746 TRAINING PARENTS	\$ -	-	-	-	-	-	0%	-	-	-	
6748 EDUCATION REIMBURSEMENT	\$ 10,500.00	-	-	-	(5,000.00)	5,000.00	0%	-	-	10,500.00	
6750 FIELD TRIPS	\$ -	-	-	-	-	-	0%	-	-	-	
6810 BANK CHARGES	\$ -	-	-	-	-	-	0%	-	-	-	
6820 INTEREST CHARGES	\$ -	-	-	-	-	-	0%	-	-	-	
6832 LIABILITY INSURANCE	\$ 336.00	29.68	149.30	119.62	(15.70)	165.00	44%	-	149.30	186.70	
6834 STUDENT ACTIVITY INSURANC	\$ 2,084.00	-	160.37	160.37	(499.63)	660.00	8%	-	160.37	1,923.63	
6840 PROPERTY TAXES	\$ 293.00	-	-	-	-	-	0%	-	-	293.00	
6850 FEES & LICENSES	\$ 31,000.00	50.00	8,353.33	8,303.33	(646.67)	9,000.00	27%	-	8,353.33	22,646.67	
6851 CPR FEES	\$ -	-	-	-	-	-	0%	-	-	-	
6852 FINGER PRINTING	\$ 3,200.00	1,569.00	1,942.00	373.00	1,442.00	500.00	61%	-	1,942.00	1,258.00	
6860 DEPRECIATION EXPENSE	\$ -	-	-	-	-	-	0%	-	-	-	
6870 EMPLOYEE RECOGNITION	\$ -	-	-	-	-	-	0%	-	-	-	
6875- EMPLOYEE HEALTH & WELFARE COSTS	\$ 20,000.00	33.67	1,240.02	1,206.35	(1,259.98)	2,500.00	6%	-	1,240.02	18,759.98	
6880 VOLUNTEER RECONGNITION	\$ -	-	-	-	-	-	0%	-	-	-	
6892 CASH SHORT / OVER	\$ -	-	-	-	-	-	0%	-	-	-	
7110 PARENT ACTIVITIES	\$ -	-	-	-	-	-	0%	-	-	-	
7111 PARENT MILEAGE	\$ 500.00	100.24	264.78	164.54	(635.22)	900.00	53%	-	264.78	235.22	
7112 PARENT INVOLVEMENT	\$ 1,400.00	89.94	89.94	-	(210.06)	300.00	6%	-	89.94	1,310.06	
7114 PPC ALLOWANCE	\$ 1,200.00	195.00	675.00	480.00	75.00	600.00	56%	-	675.00	525.00	
7115 PPC FOOD ALLOWANCE	\$ -	-	-	-	-	-	0%	-	-	-	
7116 POLICY COUN. FOOD ALLOWAN	\$ -	116.81	154.67	37.86	(260.33)	415.00	0%	-	154.67	(154.67)	
8110 IN KIND SALARIES	\$ 136,819.00	(45,806.55)	24,951.46	70,758.01	7,342.46	17,609.00	18%	-	24,951.46	111,867.54	
8120 IN KIND RENT	\$ 318,251.00	39,353.10	98,382.75	59,029.65	(11,738.25)	110,121.00	31%	-	98,382.75	219,868.25	
8130 IN KIND - OTHER	\$ 681,313.00	-	-	-	(268,201.00)	268,201.00	0%	-	-	681,313.00	
9010 INDIRECT COST ALLOCATION	\$ 359,872.00	20,695.48	133,136.68	112,441.20	(33,651.94)	166,788.62	38%	4,069.25	137,205.93	222,666.07	
Total Expenses	\$ 5,635,890.00	241,664.79	1,726,527.20	1,477,846.46	(280,119.37)	1,999,630.62	31%	48,786.32	1,768,297.57	3,867,592.43	
Excess Revenue Over (Under) Expenditures	\$ -	-	-	-	-	-	-	-	-	-	

	227,422.76	1,470,056.31	1,235,617.60			ADMINISTRATIVE EXPENSES	\$202,322.56
	20,695.47	133,775.12	112,441.20		9.10%	PERCENT ADMINISTRATIVE	11.69%
						LIMIT IS 15%	

YTD Contract % 36.58%

CAPMC Work Related Injuries Report - October & November 2025 BOARD OF DIRECTORS							
Recordable Injuries							
Position/Program	Injury Location	Type of Injury	DOI	TOI	Description	Loss Days	Outcomes
Medical Triage:							
Position/Program	Injury Location	Type of Injury	DOI	TOI	Description	Loss Days	Outcomes
Teacher II / Madera Regional Head Start	Chowchilla	Left ankle pain	10/2/2025	11:30 AM	A child threw wooden puzzle board at the EE when the child was asked to wash his hands for lunch. The board hit the EE's left ankle.	0	EE sought medical triage assessment and elected first aid self-care.
Food Service Worker / Instructional Aide / Madera Regional Head Start	Chowchilla	Head pain	10/2/2025	10:15 AM	EE expressed that a child threw a basket at her direction. The EE picked it up and placed back to the classroom. The child decided to throw it the second time, hitting her in the head.	0	EE sought medical triage assessment and elected first aid self-care.
Instructional Aide II / Janitor / Madera Regional Head Start	Chowchilla	Left knee pain	10/2/2025	11:00 AM	EE was walking to the carpet area in the classroom, and she did not see a book that was on the ground. She stepped on the book and slipped causing her to land on her left knee on the floor.	0	EE sought medical triage assessment and elected first aid self-care.
Site Supervisor - Teacher II / Madera Regional Head Start	Eastside	Neck	10/21/2025	9:00 AM	A child gave a hug to the EE and then scratched the lower left side of the EE's neck, causing a scratch in the skin.	0	EE sought medical triage assessment and elected first aid self-care.
Instructional Aide II / Janitor / Madera Regional Head Start	Eastside	Jaw	10/21/2025	8:30 AM	EE was holding a child with one hand and reaching to grab a cup with her other hand, then the child pulled her hair on the left side of her head and scratched her jaw on the right side.	0	EE sought medical triage assessment and elected first aid self-care.
Teacher II / Madera Migrant Head Start	Eastin Arcola	Right Thumb	11/3/2025	10:00 AM	EE was cleaning areas with amount of spider webs on 11/3 and felt his right thumb swollen and red on 11/14.	0	EE sought medical triage assessment and elected first aid self-care.
Claims							
Position/Program	Injury Location	Type of Injury	DOI	TOI	Description	Loss Days	Outcomes
Up To Date Injuries: January 2025 to December 2025							
(7) Hand Injuries	(1) Feet Injuries	() Chest Injuries					
(2) Back Injuries	() Eye Injuries	(2) Neck Injuries	() Bottom				
(7) Knee Injuries	(3) Leg Injuries	(4) Head Injuries	() Hip				
(5) Arm Injuries	(1) Wrist Injuries	(4) Ankle Injuries					
(1) Elbow Injuries	() Burn Injuries	() Respiratory Injuries					
(2) Shoulder Injuries	(1) Abdomen Injuries	(3) Face Injuries					
		DOI: DATE OF INJURY					
		TOI: TIME OF INJURY					

STAFFING CHANGES
October 1, 2025 - November 30, 2025
BOARD OF DIRECTORS

NON-HEAD START DEPARTMENTS					
NEW HIRES					
Identification Number	Position	Location	Effective Date	Hours	Justification
61516	Staff Accountant	Gill - Fiscal	10/6/2025	80	Open Position
60267	Outreach Navigator	Gill - Community Services	10/12/2025	80	Open Position
61396	Outreach Navigator	Gill - Community Services	10/12/2025	80	Open Position
61520	Housing Case Worker	Gill - Community Services	10/21/2025	80	Open Position
61521	Outreach Navigator	Gill - Community Services	10/21/2025	80	Open Position
61522	Accountant / Program Manager	Gill - Fiscal	11/12/2025	80	Open Position
SUBSTITUTES					
Identification Number	Position	Location	Effective Date	Hours	Justification
VOLUNTARY RESIGNATIONS					
Identification Number	Position	Location	Effective Date	Hours	Justification
61219	Accountant - Program Manager	Gill - Fiscal	10/10/2025	80	Resignation
60665	Executive Administrative Aide	Gill - Community Services	10/27/2025	80	Resignation
61460	Grant Management and Compliance Administrator / Executive Director Support	Gill - Administration	10/30/2025	80	Resignation
61358	Program Assistant / Clerk Typist II	Shunammite Place - Community Services	11/20/2025	80	Resignation
TERMINATION					
Identification Number	Position	Location	Effective Date	Hours	Justification
61470	Family Services Associate I	Gill - Alternative Payment Program / Resource & Referral	11/4/2025	80	Rejection of probationary employee
HEAD START DEPARTMENTS					
NEW HIRES					
Identification Number	Position	Location	Effective Date	Hours	Justification
61517	Teacher III	Sierra Vista - Madera Migrant Head Start	10/6/2025	80	Open Position
61518	Instructional Aide II / Janitor	Chowchilla - Madera Regional Head Start	10/6/2025	80	Open Position
61519	Instructional Aide III	Sierra Vista - Madera Migrant Head Start	10/15/2025	80	Open Position
SUBSTITUTES					
Identification Number	Position	Location	Effective Date	Hours	Justification
VOLUNTARY RESIGNATIONS					
Identification Number	Position	Location	Effective Date	Hours	Justification
61503	Advocate III	Valley West - Madera Regional Head Start	10/31/2025	80	Resignation
TERMINATIONS					
Identification Number	Position	Location	Effective Date	Hours	Justification
61518	Instructional Aide II / Janitor	Chowchilla - Madera Regional Head Start	10/23/2025	80	Rejection of probationary employee
60747	Teacher I	Sierra Vista - Madera Migrant Head Start	11/4/2025	80	Exhaustion of leave of absences and interactive processes



BOARD OF DIRECTORS 2025 ATTENDANCE

Director	Area Represented	January	February	March	April	May	June	July	August	September	October	November	December
Public Officials													
Deborah Martinez A: Vivian Garcia	Department of Social Services	P	P	-	A	X	X	P	P	X	X	X	
David Hernandez <i>Vice-Chairperson</i>	Madera Unified School District	X	P	-	P	P	X	P	P	P	P	P	
Leticia Gonzalez A: Robert Poythress	Madera County Board of Supervisors	P	X	-	P	P	X	X	P	P	X	X	
Steve Montes A: Mayor Cece Gallegos	Madera City Council	P	P	-	P	P	P	P	P	P	P	X	
Jeff Troost	Chowchilla City Council	P	P	-	P	X	X	X	P	X	X	X	
Private Sector Officials													
Debi Bray	Madera Chamber of Commerce	P	P	-	P	P	P	P	P	P	P	X	
Otilia Vasquez	Head Start Policy Council	X	P	-	X	X	X	P	X	P	P	N/A	N/A
Katherine Creek	Head Start Policy Council											P	
Donald Holley	Community Affairs	P	P	-	P	P	P	P	P	P	P	P	
Eric LiCalsi <i>Chairperson</i>	Attorney at Law	P	X	-	X	P	P	X	P	X	X	P	
Molly Hernandez	Early Childhood Education & Development	P	X	-	X	P	P	P	P	P	P	P	
Low-Income Target Area Officials													
Martha Garcia	Central Madera/Alpha	X	X	-	P	P	P	X	X	X	P	P	
Tyson Pogue <i>Secretary/Treasurer</i>	Eastern Madera County	P	P	-	P	P	X	X	P	X	P	X	
Richard Gutierrez	Eastside/Parksdale	P	P	-	P	P	P	P	P	P	P	P	
Diana Plamer <i>(Seated on 1/11/2024)</i>	Fairmead/Chowchilla	P	P	-	P	X	P	X	P	P	X	P	
Aurora Flores	Monroe/Washington	P	P	-	P	X	P	X	X	X	X	P	
<i>Total Directors</i>		12/15	11/15	-	13/15	10/15	9/15	8/15	12/15	9/15	10/9	11/13	