



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

Agenda

Thursday, July 9, 2026

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 – Kimberly Rojas-Perez

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 THE 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 – June 11, 2026.
- D-2 Review and consider approving the Minutes for the **Madera Migrant/Seasonal** Head Start Policy Council Committee Meeting – June 9, 2026.
- D-3 Review and consider approving the Minutes for the **Fresno Migrant and Seasonal Head Start** Policy Council Committee Meeting – May 13, 2026.
- D-4 Review and consider accepting the Community West Bank Credit Card Statements:
 - May and June 2026
- D-5 Review and consider accepting the American Express & All Other Credit Card Statements:
 - May 2026
- D-6 Review and consider approving the following **Madera Migrant and Seasonal Head Start** Reports:
 - In-Kind Report – May 2026
 - CACFP Program Report – May 2026
 - Program Information Report (PIR) – May 2026
 -
- D-7 Review and consider approving the following **Fresno Migrant and Seasonal Head Start** Reports:
 - In-Kind Report – April and May 2026
 - CACFP Program Report – May 2026
 - Program Information Report (PIR) – May 2026
- D-8 Review and consider approving the Fresno Migrant Seasonal Head Start 5-Year Grant Cycle's Goals and Objectives update for 2025-2026.
- D-9 Review and consider approving the 2026-2027 Reimbursement Policy Committee Members representing Madera Migrant/Seasonal Head Start program.
- D-10 Review and consider approving the 2026-2027 Madera Migrant/Seasonal Head Start Planning Process Policy/Procedure and Calendar.
- D-11 Review and approve the revised job description for the Accountant- Program Manager position for the fiscal department.

D-12 Review the Community Services Program Report for June 2026 (Informational Only).

D-13 Review the HELP Center Report for June 2026 (Informational Only).

D-14 Review the Victim Services (CAC) Report June 2026 (Informational Only).

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

E-1 Authorize a money market account at Community West Bank with the proceeds of the current Certificate of Deposit (CD) that is scheduled to Mature on July 21, 2026.

E-2 Review and approve the proposed changes to CAPMC Travel Policy for Reimbursement of means and incidental expenses while traveling on Agency business.

E-3 Review and approve the 2025-2026 Budget Revision to CAP of San Luis Obispo.

E-4 Madera Regional/Early Head Start 2026-2027 Underenrollment Plan & Change in Scope Update (Infomational).

F. ADMINISTRATIVE/COMMITTEE REPORTS TO THE BOARD OF DIRECTORS

- F-1 Finance Committee Report – None
- F-2 Personnel Committee Report – None
- F-3 Executive Director Monthly Report
- F-4 Financial Statements – Summary only – May and June 2026
- F-5 Head Start Policy Council/Committee Reports– None
- F-6 Work Related Injury Report – June 2026
- F-7 Staffing Changes – June 2026
- F-8 CAPMC Board of Directors Attendance Report – June 2026

G. CLOSED SESSION

None

H. CORRESPONDENCE

None

I. ADJOURN

I, Kimberly Rojas-Perez Executive Administrative Aide, declare under penalty of perjury that I posted the above agenda for the regular meeting of the CAPMC Board of Directors for July 9, 2026, in the Lobby of CAPMC as well as on the agency website by 5:00 p.m. on July 2, 2026

Kimberly Rojas-Perez

Executive Administrative Aide

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
Regular Board of Directors Meeting
June 11, 2026
1225 Gill Ave, Madera, CA 93637

The Board of Directors Meeting was called to order at 5:31 p.m. by Vice-Chairperson David Hernandez.

ACTION SUMMARY MINUTES

Board Member Supervisor Leticia Gonzalez entered the room at 5:32 p.m.

Members Present

David Hernandez
 Vivian Garcia
 Supervisor Leticia Gonzalez
 Councilmember Steve Montes
 Debi Bray
 Donald Holley
 Martha Garcia
 Richard Gutierrez
 Diana Palmer
 Molly Hernandez

Members Absent

Judge Eric LiCalsi
 Sheriff Tyson Pogue
 Deborah Martinez
 Councilmember John Chavez
 Katherine Creek
 Aurora Flores

Personnel Present

Mattie Mendez
 Donna Tooley
 Maritza Gomez
 Leticia Murillo
 Kareli Preciado
 Kimberly Rojas-Perez

Public – Others Present

A. PUBLIC COMMENT

Board Member Donald Holley had announced that The Fresno Veterans Museum Parade will take place Saturday June 13th and it is open to everyone. Black Saints United's Juneteenth Gospel fest will be held on June 19 at 11 a.m. at Courthouse Park, and everyone is invited to attend.

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

Motion: Donald Holley

Moved By: Councilmember Steve Montes

Vote: Unanimously Carried

C. TRAINING/ADVOCACY ISSUES

None

D. CONSENT ITEMS

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

D-1 Review and consider approving the Minutes of the Board of the Regular Board of Directors Meeting – May 14, 2026

D-2 Review and consider approving the Minutes of the **Madera Migrant and Seasonal Head Start** Policy Council Committee Meeting – February 10, 2026

D-3 Review and consider accepting the Bank of America & Community West bank Credit Card Statements:

- March and May 2026

D-4 Review and consider accepting the American Express and All other Credit Card Statements:

- April 2026

D-5 Review and consider approving the following **Madera Migrant and Seasonal Head Start** Reports:

- In-Kind Report – April 2026

D-6 Review and consider approving the Madera MSHS Eligibility, Recruitment, Selection, Enrollment, Attendance (ERSEA) Policies for 26-27 program year.

D-7 Review results of CDSS California Adult and Child Food Program (CACFP) conducted a monitoring review from March 26- April 8, 2026 (Informational Only).

- D-8** Review and ratify the 2025-2026 Amendment #2 awarding additional ongoing CMIG-PY basic funding.
- D-9** Review and approve the 2026-2027 Training & Technical Assistance (T&TA) Comparison Budget Revisions to Stanislaus County Office of Education.
- D-10** The California Pay Data Reporting for 2025 is required for employers with 100 or more employees (Informational Only).
- D-11** Review the Victim Services CAC Monthly Report May 2026 (Informational Only).
- D-12** Review the Community Services Report for May 2026 (Informational Only).
- D-13** Review the HELP Center Report for May 2026 (Informational Only).
- D-14** Review the Child Care Alternative Payment and Resource and Referral Program Monthly Reporting May 2026 (Informational Only).

Motion: Supervisor Leticia Gonzlez

Moved By: Donald Holley

Vote: Unanimously Carried

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

- E-1 Accept and approve the submission of the CAPMC Welfare Benefit 2025 Form 5500 Tax return by the Chief Financial Officer.**

Motion: Donald Holley

Moved By: Steve Montes

Vote: Unanimously Carried

Donna Tooley, Chief Financial Officer, presented a draft Form 5500 was provided for review. This information is required because CAPMC has more than 100 employees participating in its health and welfare benefits plan. The filing is due July 31, 2026 and, unlike the retirement plan filing, does not require an external audit. The form was prepared by Heffernan, the agency's health insurance broker. The report primarily discloses the fees and commissions associated with the agency's various benefit plans.

E-2 Review & approve the Alternate Payment and Resource & Referral Program. Onsite Contract Monitoring and Error Rate Review Summary.

Leticia Murillo, Program Manager for APP and R&R, announced that her department successfully completed a state contract monitoring review in April with a 100% success rate and no challenges. She highlighted that the state recognized the agency for multiple promising practices, making it the only agency to receive such recognition to date. These included internally developed forms, quality assurance processes, well-organized family and provider files, thorough notices of action, and a compliant parent handbook (with only a minor wording suggestion). She emphasized the dedication and teamwork of her staff, noting significant improvement over time from a 10% error rate in previous years to 1%, and now 0%. She also reported growth in program enrollment, increasing from approximately 450 to 669 children, with a goal of reaching 700 by the end of the fiscal year. She expressed strong pride in her team's hard work, passion, and commitment to serving families and the community.

Motion: Debi Bray

Moved By: Councilmember Steve Montes

Vote: Unanimously Carried

E-3 Revire and consider the submission of the California Department of Social Services (CDSS), Child Care and Development Division Program Self-Evaluation (PSE) Survey for APP.

Leticia Murillo, Program Manager for APP and R&R, explained that the program conducts annual family satisfaction surveys to evaluate the quality of services and identify areas for improvement. The results show 88% of families are very satisfied and 13% are satisfied. Minor improvements focus on ensuring families are reminded of informational resources, such as brochures and guidance on choosing quality care which some families may forget over time. Overall, feedback from families is very positive, and any negative comments are reviewed with staff to improve services. These survey results are reported to the state to demonstrate program performance and service quality.

Motion: Donald Holley

Moved By: Councilmember Steve Montes

Vote: Unanimously Carried

E-4 Review and consider the submission of the California Department of Social Services (CDSS), Child Care and Development Division Program Self-Evaluation (PSE) Survey for R&R.

Kareli Preciado, Child Care initiative Project Coordinator, described the role of the Resource & Referral (R&R) program, which helps families find quality child care by educating them on what to look for in a provider and maintaining an up-to-date database of provider vacancies. The program also offers training to support providers in delivering high-quality care. Through the Child Care Initiative Program (CIP), the R&R team assists individuals interested in becoming licensed child care providers by guiding them through the application process and providing ongoing support until licensure. This year, the program helped 12 new providers open child care homes and assisted 2 providers in expanding their licenses. Although there was no audit this year, the program conducted an internal evaluation of best practices, milestones, and areas for improvement. Additional recognition was given for supporting families within the program who became licensed providers and for the strong impact of having a dedicated R&R coordinator.

Motion: Councilmember Steve Montes

Moved By: Richard Gutierrez

Vote: Unanimously Carried

F. ADMINISTRATIVE/COMMITTEE REPORTS TO BOARD OF DIRECTORS

- F-1 Finance Committee Report –
- F-2 Personnel Committee Report –
- F-3 Executive Director Monthly Report –
- F-4 Financial Statements – Summary only – April and May 2026
- F-5 Head Start Policy Council/Committee Reports –
- F-6 Work Related Injury Report – May 2026
- F-7 Staffing Changes – May 2026
- F-8 CAPMC Board of Directors Attendance Report – May 2026

G. CLOSED SESSION

None

H. CORRESPONDENCE

I. ADJOURN

Vice-Chairperson David Hernandez adjourned the Board of Directors Meeting at 5:52PM

Motion: Supervisor Leticia Gonzalez

Moved By: Councilmember Steve Montes

Vote: Unanimously Carried

Community Action Partnership of Madera County
Madera Migrant/Seasonal Head Start Policy Council Meeting
Tuesday, June 9, 2026

Minutes

The Madera Migrant/Seasonal Policy Committee called to order at 5:34 p.m. by Yadira Alvarado.

Committee Members Present

Erica Coreas
Lucia Lopez
Mayra Espindola
Maria Del Rosario Lopez
Evelyn Bobadilla
Gloria Zurita
Flor Perla
Angelica Hernandez
Yuritsi Ortiz
Crecencia Vazquez
Juana Perez Lopez
Carlos Figueroa
Juana Zarate
Yadira Alvarado

Committee Members Absent

Monica Palomera

Personnel Present

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

Others

None

A. Public Comment

Ms. Morfin mentioned the following action items were updated to language in the – F-5, 6, 7. She also passed out certificates to the 2025-2026 committee.

B. Training

None.

C. Adoption of the Agenda

C-2 Yadira Alvarado 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 – Yadira Alvarado requested a motion to approve the minutes of the meeting on February 10, 2026. Motion made by Gloria Zurita, seconded motion by Erica

Coreas to approve the minutes of the meeting. The motion approved unanimously.

F. Discussion / Action Items –

F-1 Nominate and Elect Interested Policy Committee members to serve as officers; as per By-Laws, Article 10, Sections 1 and 2 –

Position	Representative
Chairperson	Lucia Lopez
Vice Chairperson	Evelyn Bobadilla
Secretary	Erica Coreas

Lucia Lopez nominated herself for the Chair Person position. Evelyn Bobadilla nominated herself for the Vice Chair Person. Erica Coreas nominated her for the position Secretary. Juana Perez Lopez made the motion to approve the nominations, Gloria Zurita seconded. Motion carried unanimously.

F-2 Nominate and Elect one member of the Policy Committee to serve on the Executive Committee –Mayra Espindola nominated herself for the Executive Committee. Juana Perez Lopez made the first motion, seconded by Guadalupe Galvez. Motion carried unanimously.
Motion made by Erica Coreas and seconded by Crecencia Vazquez.

F-3 Nominate and Elect three (3) representatives and three (3) alternate representatives to serve on the 2026-2027 Central California Migrant Head Start Policy Council –

Representative	Alternates
Erica Coreas	Mayra Espindola
Lucia Lopez	Gloria Zurita
Maria Lopez	Angelica Hernandez

Yadira Alvarado requested a motion to approve the three representatives and three alternate representatives to serve on the 2026-2027 Central California Migrant Head Start Policy Council. Gloria Zurita made the first motion, seconded by Juana Perez Lopez. Motion carried unanimously.

F-4 Review and consider accepting the auditor reports and the audited financial statements for the year ended June 30, 2025 – Ms. Gomez-Zaragoza mentioned the audit is conducted year to ensure the program/agency is following the guidelines. There were no findings.
Juana Zarate made the first motion, seconded by Yuritsi Oritz. Motion carried unanimously.

F-5 Review and consider approving the Madera MSHS Eligibility, Recruitment, Selection, Enrollment, Attendance (ERSEA) Policies for 26-27 program year – Ms. Gomez-Zaragoza mentioned the eligibility was presented late due to some changes in the policies. No questions were asked regarding policies.
Erica Coreas made the first motion, seconded by Flor Perla. Motion carried unanimously.

F-6 Review and approve the 2026-2027 Training & Technical Assistance (T&TA) Comparison Budget Revisions to Stanislaus County Office of Education – Ms.

Gomez-Zaragoza went over the T&TA budget and allocations where the funds were used to cover other areas that were overspent. Mayra Espindola made the first motion, seconded by Gloria Zurita. Motion carried unanimously.

F-7 Review and ratify the 2025-2026 Amendment #2 awarding additional ongoing CMIG-PY basic funding – Ms. Gomez-Zaragoza mentioned this budget pertains to the state program ending June 30th. The state awarded the program additional funds. She went over where the funds would be allocated. Juana Zarate made the first motion, seconded by Yuritsi Ortiz unanimously.

G. Administrative Reports

G-1 Staff Changes (April & May 2026) – Ms. Morfin went over the staffing changes for the month. No questions were asked.

G-2 Bank of America Credit Card Account Statement – Agency and other credit cards: (February & March 2026) – Ms. Morfin reviewed the charges for the month. There were no questions about the charges.

G-3 Budget Report (April 2026) – Ms. Morfin reviewed the budget. No questions asked.

G-4 In-kind Report (April 2026) – Ms. Morfin reviewed the In-kind percentage.

G-5 CACFP Monthly Report (January & February 2026) – Ms. Morfin reviewed the CACFP monthly reports.

G-6 PIR Program Information Monthly Report (February 2026) – Ms. Morfin reviewed the PIR report and the information the report contains.

H. Policy Committee Members Reports

H-1 Center Reports – Ms. Gomez-Zaragoza this portion whereas a committee can share what is happening at the center.

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 latched on correctly. If there are safety concerns, it should first be brought up to the center director.

I. Correspondence

None

J. Future Agenda Items

J-1 First Reading of the 2026-2027 Bylaws

J-2 2024-2025 Reimbursement Policy

J-3 Planning Process Policy with Planning Calendar

J-4 2025-2026 CACFP Audit

K. Adjournment

Yadria Alvarado requested a motion to adjourn the session. Motion made by

Crecencia Vazquez to adjourn the meeting at 6:45 p.m., in the afternoon, seconded by Juana Zarate. Motion approved unanimously.

Community Action Partnership of Madera County
Fresno Migrant/Seasonal Head Start Policy Committee Meeting
Wednesday, May 13, 2026

Minutes

The Fresno Migrant/Seasonal Policy Committee called to order at 5:30 p.m. by Amayrani Rosales.

Committee Members Present

Amayrani Rosales
Sonia Loera
Joana Guzman
Fernando Valadez

Committee Members Absent

Maria Aguilar

Personnel Present

Maritza Gomez-Zaragoza, Head Start Program Director
Maribel Morfin, Parent and Governance Specialist
Jennifer Casillas, Program Technician
Maru Sanchez, Deputy Director Direct Services

A. Public Comment

None

B. Training- Family Data 2024-2025

Ms. Sanchez reviewed the 2025 family data, which was collected through surveys administered at both the beginning and end of the year. The survey results help measure the effectiveness of the services provided to families and identify areas for program improvement. She highlighted that families reported high levels of satisfaction with the services and indicated that their children feel safe within the program. Ms. Sanchez also discussed the family goals that were established throughout the year and the number of families who participated in the goal-setting process. Additionally, she reviewed the Ready Rosie data, including family registration and engagement rates, and shared the number of families who were successfully connected to the platform.

C. Adoption of the Agenda

C-1 Additions To The Agenda: None

C-2 Amayrani Rosales asked for a motion to approve the agenda as presented. Motion made by Joana Guzman, seconded motion by Fernando Valadez to approve the agenda as presented. The motion was approved unanimously.

D. Adjourn to Closed Session – None

E. Approval of Minutes

E-1 Review and approve the Fresno Migrant/ Seasonal Head Start Policy Committee Meeting Minutes for April 8, 2026.

First motion made by Joana Guzman, seconded motion by Fernando Valadez to approve the minutes of the meeting. The motion was approved unanimously.

F. Discussion / Action Items

F-1 Review and approve Fresno Migrant/Seasonal Head Start’s updates on Policy #12 Determining, Verifying, and Documenting Eligibility” and Selection Procedures for the 2026 – 2027 program year.

Ms. Gomez-Zaragoza reviewed the program’s recruitment policies for enrolling children and families. She stated that there have been no changes to the policies and that they will remain in effect as previously established. She then requested approval from the parents so the program can begin reviewing applications for the upcoming year.

A motion to approve the recruitment policies was made by Joana Guzman and seconded by Sonia Loera. The motion carried.

F-2 Review Fresno Migrant and Seasonal Head Start’s 2024-2025 Annual Report.

Ms. Gomez-Zaragoza presented the Annual Report for the previous program year. The report included the total number of families and children served, the selection process used to determine program eligibility, and the various services provided to participating families. She also reviewed school readiness outcomes and shared data demonstrating children's development and progress from the beginning of the year to the end of the year. No motion was required for this report, and no questions were raised by the committee.

G. Administrative Reports

G-1 Staff Changes (April 2026)- Ms. Morfin goes over the changes. No questions asked.

G-2 Bank of America Credit Card Account Statement – Agency and other credit cards: (October 2025 March 2026) – Ms. Morfin reviewed the charges for the month. There were no questions about the charges.

G-3 Budget Report (March 2026) – Ms. Morfin reviewed the budget. No questions about the budget.

G-4 In-kind Report (March 2026) – Ms. Morfin reviewed the In-kind percentage. No questions were asked.

G-5 Report of enrollment in the program and attendance report- None (Centers Closed)

G-6 CACFP Monthly Report- None (Centers Closed)

H. Policy Committee Members Reports

H-1 Center Reports – None

H-2 Board of Directors Report- none

H-3 Active Supervision, Challenges and Best Practices Report – None

**I. Correspondence
None**

J. Future Agenda Items

J-1 Cost of Living Adjustment (**COLA**)

J-2 Program Goals & Objectives 2nd year update.

K. Adjournment

Amayrani Rosales requested a motion to adjourn the meeting at 6:16 pm the first motion made by Joana Guzman seconded by Sonia Loera. Motion approved unanimously.

Community West Bank
Credit Card Charges
May / may 2026 Statement
Maritza Gomez / Regional & Migrant Head Start

Date of Transaction	Purchase Order #	Name of Vendor	Description	Amount	Account Charged	Receipt
05/15/2026	NA	USPS	USPS PO Box for Orange Cove HS	\$126.00	331.0-6850-3.3-027-00	Yes
05/15/2026	NA	Office Depot	Office Supplies	\$70.35	311.0-6110-3.1-000-00	Yes
05/15/2026	NA	Office Depot	Office Supplies	\$36.26	321.0-6110-3.2-000-00	Yes
05/16/2026	NA	American Red Cross	First aid guides	\$134.58	321.0-6132-3.2-000-00 (\$69.66) 331.0-6132-3.3-000-00 (\$64.30)	Yes
05/19/2026	NA	Zoom.com	Video Conferencing system	\$16.99	311.0-6130-3.1-000-00 50% (\$8.49) 321.0-6130-3.2-000-00 50% (\$8.50)	Yes
05/21/2026	NA	Zoom.com	Video Conferencing system	\$16.99	331.0-6130-3.3-000-00	Yes
05/26/2026	NA	Office Depot	Office supplies	-\$36.26	321.0-6110-3.2-000-00	No
05/28/2026	NA	Amazon	End of the year decorations	\$275.41	311.0-6130-3.1-000-00	Yes
05/29/2026	NA	Office Depot	Office Supplies	\$14.06	321.0-6110-3.2-000-00	Yes
05/29/2026	NA	Office Depot	Office Supplies	\$21.64	321.0-6110-3.2-000-00	Yes
05/29/2026	NA	Compa Franks	Lunch for RHS end of the year event	\$1,103.28	311.0-6121-3.1-000-00	Yes
05/31/2026	28632	Walmart.com	Breast pump for EHS prenatals	\$1,199.64	312.0-6132-3.1-012-00	Yes
06/01/2026	NA	Office Depot	Office Supplies	\$7.57	321.0-6110-3.2-000-00	Yes
06/01/2026	NA	Pita House	Lunch for EHS preservice	\$118.64	309.0-6121-3.1-012-00	Yes
06/03/2026	NA	Venngage.com	Monthly subscription for flyer software	\$24.50	311.0-6130-3.1-000-00 31% (\$7.59) 312.0-6130-3.1-000-00 5% (\$1.22) 321.0-6130-3.2-000-00 33% (\$8.10) 331.0-6130-3.3-000-00 31% (\$7.59)	Yes
06/10/2026	NA	Compa Franks	Meal for MHS PC	\$257.48	321.0-7112-3.2-000-00	Yes
06/11/2026	NA	Walmart	Detergent for washing cot sheets	\$29.49	321.0-6130-3.2-055-00	Yes
06/12/2026	NA	Walmart	Detergent for washing cot sheets	\$34.54	321.0-6130-3.2-051-00	Yes
06/12/2026	NA	Office Depot	Office supplies	\$59.79	311.0-6110-3.1-000-00 (\$29.89) 321.0-6110-3.2-000-00 (\$29.90)	Yes
TOTAL				\$3,510.95		

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**

June 14, 2026 Statement

Mattie Mendez/ Administration

Date of Transaction	Name of Vendor	PO #	Description of Purchase	Amount of Purchase	Account Charged	Receipt
5/18/2026	EZ-Cater Honey Baked		Fresno's Migrant Pre Service Lunch	\$1,799.35	330.0-6121-3.3-000-00	Yes
6/10/2026	ValorUs		2026 State Conference	\$175.00	200.0-6742-2.0-000-90	Yes
6/10/2026	Doordash- Compa Franks		Board Meeting	\$376.88	200.0-6121-2.0-000-90	Yes
6/12/2026	Lowe's		Decorations	\$75.73	200.0-6130-2.0-000-90	Yes
6/12/2026	Walmart		Decorations	\$34.36	200.0-6130-2.0-000-90	Yes
			Total	\$2,461.32		

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)

Mattie Mendez, Executive Director

Date: June 14, 2026

Community West Bank Business Card
Credit Card Charges

June 2026 Statement

Irene Yang / Human Resources

Date of Transaction	Name of Vendor	PO #	Description of Purchase	Amount of Purchase	Account Charged	Receipt
5/10/2026	Biometricas4all	No	Livescan relay fees	2.75 2.75 2.75	500.0-6852-5.0-000-00 501.0-6852-5.0-000-00 533.0-6852-5.0-000-00	Yes
TOTAL:				8.25		

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

June 2026 Statement

Xai Vang / Information Technology

Date of Transaction	Name of Vendor	PO #	Description of Purchase	Amount of Purchase	Account Charged	Receipt
5/20/26	Amazon	N/A	HP SFP Cable	\$ 248.98	200.0-6112-2.0-000-90	Yes
5/21/26	Amazon	N/A	HP Switch module	\$ 77.03	200.0-6112-2.0-000-90	Yes
5/21/26	Amazon	N/A	Colored Tape Label	\$ 40.90	200.0-6110-2.0-000-90	Yes
5/26/26	Amazon	N/A	Locking Pliers Set	\$ 43.29	200.0-6130-2.0-000-90	Yes
5/26/26	Amazon	N/A	HP QSFP+ DAC Cable	\$ 126.81	200.0-6112-2.0-000-90	Yes
5/27/26	Amazon	N/A	AT&T Cordless Phones	\$ 146.08	331.0-6112-3.3-026-00	Yes
5/28/26	Amazon	N/A	Walkie talkie chargers	\$ 108.20	331.0-6112-3.3-027-00	Yes
6/1/26	Amazon	N/A	Wypall Cleaning Wipes	\$ 29.21	200.0-6130-2.0-000-90	Yes
6/3/26	Amazon	N/A	Velcro Cable Ties	\$ 147.08	200.0-6130-2.0-000-90	Yes
6/3/26	FS	N/A	CAT6A Patch Cables	\$ 65.31 \$ 65.32 \$ 65.32	321.0-6112-3.2-057-00 321.0-6112-3.2-055-00 321.0-6112-3.2-054-00	Yes
6/5/26	DocuSign	N/A	Digital Signature Software	480.00	200.0-6112-2.0-000-90	Yes
6/9/26	WonderIdea	N/A	Digital Agency PPP	\$ 35.00	200.0-6112-2.0-000-90	Yes
				\$ 1,678.53		

**Community West Bank Business Card ending 6683
Credit Card Charges**

June 2026 Statement
Ana Gudino / Community Services

Date of Transaction	Name of Vendor	PO #	Description of Purchase	Amount of Purchase	Account Charged	Receipt
5/26/26	The UPS Store		Live Scan & Fingerprinting for client	62.00	248.0-6850-2.0-000-00	Yes
			Total	\$62.00		

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)

June 15, 2026

Ana Gudino, Program Manager
Community Services

COSTCO Credit Card Charges

MAY 2026 Statement

Card Holder	Description	Card Amount
	ANNUAL MEMBERSHIP	99.00
		99.00

J

U/CARD MEMBER BOD

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
MADERA MIGRANT HEAD START including BLENDED MIGRANT PRESCHOOL STATE PROGRAM
INCOME CALCULATIONS
May-2026**

FREE MEALS	194		69
REDUCED	0		0
BASE	0		0
TOTAL	194		69

PERCENTAGES:

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

MEAL	#		%		RATE		
BREAKFAST:	2,432	X	100.0000%	X	\$2.4600	=	\$5,982.72
LUNCH:	1,537	X	100.0000%	X	\$4.6000	=	\$7,070.20
	838	X	100.0000%	X	\$4.6000	=	\$3,854.80
SUPPLEMENTS:	1,479	X	100.0000%	X	\$1.2600	=	\$1,863.54
	796	X	100.0000%	X	\$1.2600	=	\$1,002.96

	7,082			\$19,774.22
		TOTAL FEDERAL REIMBURSEMENT		
CASH IN LIEU:		LUNCHES X	\$0.3050	\$724.38
TOTAL REIMBURSEMENT				\$20,498.60

STATE REIMBURSEMENTS: MEAL DESCRIPTION	MEALS		STATE RATE		% ALLOC		TOTAL STATE EARNINGS
TOTAL BREAKFAST	2,432	X	\$0.2160	X	100%		\$525.31
TOTAL LUNCHES	2,375	X	\$0.2160	X	100%		\$513.00
TOTAL:							\$1,038.31

TOTAL OF FEDERAL & STATE REIMBURESMENTS:

	Breakfast	Lunch	Snack	Total
CMIG-MADERA MIGRANT PRESCHOOL	-	838	796	1,634
MMHS-MADERA MIGRANT HEAD START	2,432	1,537	1,479	5,448
	2,432	2,375	2,275	7,082
	2,432	2,375	2,275	7,082
	<u>MMHS</u>	<u>CMIG</u>	<u>Total</u>	
TOTAL FEDERAL REIMBURSEMENT:	\$14,916.46	\$4,857.76	\$19,774.22	
CASH IN LIEU:	\$468.79	\$255.59	\$724.38	
TOTAL STATE REIMBURSEMENTS:	\$857.30	\$181.01	\$1,038.31	
	\$16,242.55	\$5,294.36	\$21,536.91	

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

IN-KIND MONTHLY SUMMARY REPORT 2026-2027 / REPORTE SUMARIO MENSUAL DE IN KIND 2026-2027

MIGRANT AND SEASONAL HEAD START 2026-2027 MIGRANTE/TEMPORAL HEAD START 2026-2027
Month-Year MAY 2026/ Mes-Año MAYO 2026

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	385,145.00	58.41	14,736.26	14,794.67	370,350.33
A. Professional Services/Servicios Profesionales	0.00	58.41		58.41	(58.41)
B. Center Volunteers/Voluntarios en el Centro	385,145.00	0.00	14,736.26	14,736.26	370,408.74
Other/Policy Council/Otro/Comité de Póliza	0.00	0.00		0.00	0.00
State Collaboration/Colaboracion de Estado	1,086,195.00	15,991.05	15,061.36	31,052.41	1,055,142.59
Donated Supplies/Materiales Donados	1,000.00	0.00		0.00	1,000.00
Donated Food/Comida Donada	0.00	0.00		0.00	0.00
Donated Space/Sitio Donado	111,010.00	18,502.00	9,251.00	27,753.00	83,257.00
Transportation/Transportacion	0.00	0.00		0.00	0.00
TOTAL IN-KIND/TOTAL DE IN KIND	1,583,350.00	34,551.46	39,048.62	73,600.08	1,509,749.92

A. Y-T-D In-Kind / In-Kind asta ahora	73,600.08
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	4.65%

MONTHLY PROGRAM INFORMATION SUMMARY REPORT FOR POLICY COUNCIL & GOVERNING BODY

Community Action Partnership of Madera County (CAPMC)

[Migrant Head Start]

May 2026



194 cumulative children



155 cumulative families



42 teaching staff

PRIMARY TYPE OF ELIGIBILITY

(#)		(%)
3	Homeless Children	2%
	Foster Children	0%
91	Receives Public Assistance	47%
63	Income Below Federal Poverty	32%
37	Income Above Federal Poverty	19%

CHILDREN WITH DISABILITIES

(#)		(%)
26	Disabilities (cumulative; minimum 10%)	13%

of children with a Disability Assessment PENDING: 0

DEVELOPMENTAL SCREENING OF NEW ENROLLEES

(#)		(%)
17	New Enrollees (cumulative)	9%
	Received Screening <45 Days (Of new enrollees)	0%

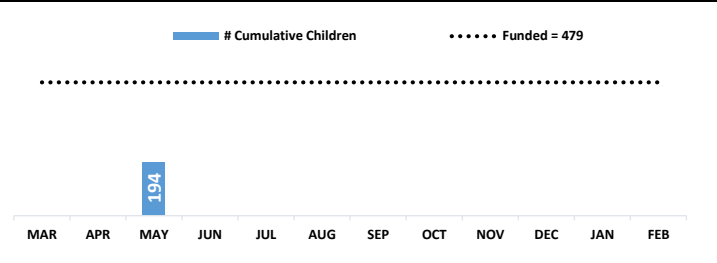
CHILDREN'S HEALTH

(#)		(%)
194	Has Health Insurance	100%
150	EPSDT Up-to-Date	77%
	Chronic Health Condition	0%
6	Received Medical Treatment (Of children with diagnosed chronic health conditions)	
194	Immunizations Up-to-Date (Also includes those eligible for exemption & those with all immunizations possible at this time, but not for their age)	100%
194	Access to Dental Care	100%
174	Completed Dental Exam	90%
21	Received Dental Treatment (Of children who needed dental treatment other than)	60%
75	Healthy BMI (Children under 3 years are excluded)	71%

STAFF EDUCATION

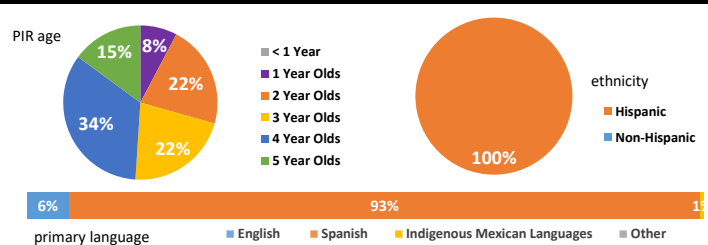
# Staff		% Meet Minimum Education Requirements
17	Preschool Teacher: BA+	29%
	Preschool Teacher: AA+	88%
	<i>(AA degree is minimum education requirement for a Preschool Teacher. However, at least 50% should have a BA degree or above).</i>	
6	Preschool Assistant: CDA+	100%
19	Infant/Toddler Teacher: CDA+	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

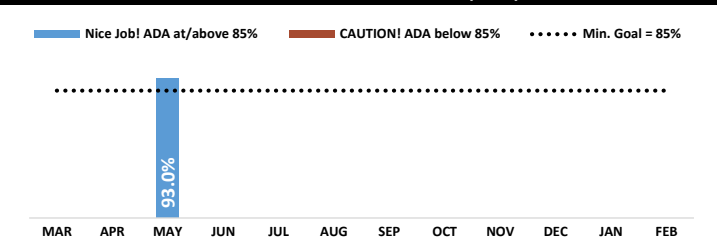


of children on WAITING LIST as of the last day of the report month: 150

DEMOGRAPHICS OF ENROLLED CHILDREN

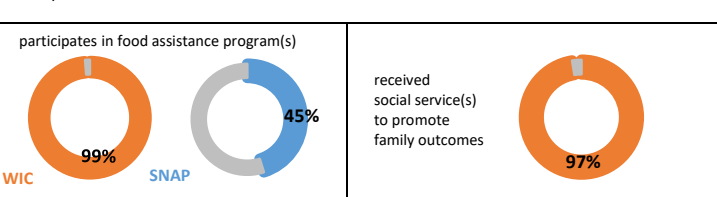
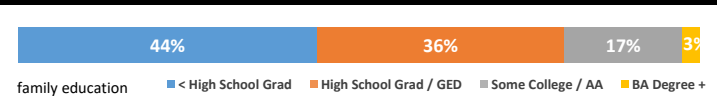


AVERAGE DAILY ATTENDANCE (ADA)



% of children who were CHRONICALLY ABSENT (missed over 10% of class days): 31%

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

Sources: (1) Program Information Report, (2) COPA #201 (Attendance), (3) COPA #241S (Chronic Absence), (4) COPA #411 (Suspected Disabilities), (5) COPA #800N (for children, filtered by Currently Eligible)
All data is cumulative as of report month, unless otherwise indicated.

Resumen Mensual del Informe de Datos Actualizados del Programa (PIR, sigla en ingles) para el Consejo de Políticas y Mesa Directiva

Community Action Partnership of Madera County (CAPMC)

[Migrant Head Start]

mayo 2026

194
Niños Acumulados

155
Familias Acumuladas

42
Maestras

Tipo de Elegibilidad	
(#)	(%)
3	Niños Sin Hogar 2%
	Niños en Adopción Temporal 0%
91	Recibe Asistencia Pública 47%
63	Ingresos por Debajo del Nivel de Pobreza Federal 32%
37	Ingresos por Encima del Nivel de Pobreza Federal 19%

Niños con Discapacidades	
(#)	(%)
26	Discapacidades (acumulados; mínimo 10%) 13%
# de niños con una evaluación de discapacidad pendiente: 0	

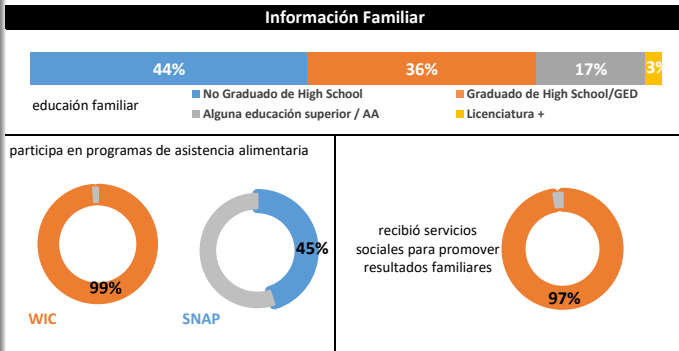
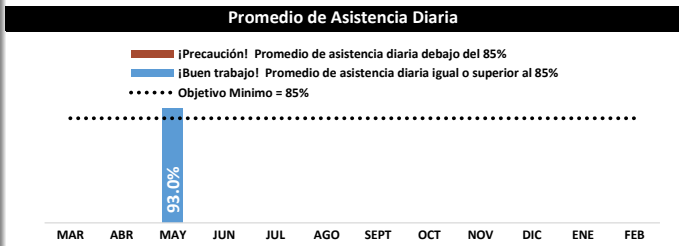
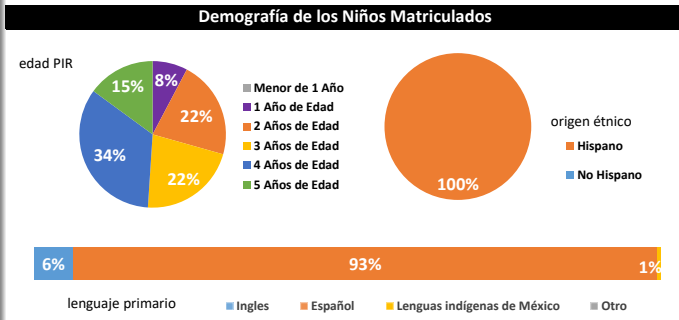
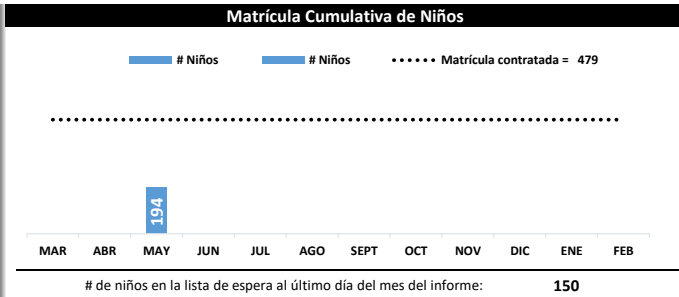
Evaluación del Desarrollo para los Nuevos Niños(as) Inscritos	
(#)	(%)
17	Nuevos Niños(as) Inscritos (acumulados) 9%
	Recibio Evaluación <45 días de los Nuevos Niños(as) Inscritos 0%

Salud de los Niños	
(#)	(%)
194	Tiene Seguro Médico 100%
150	al Día Con el Cuidado de Salud Preventivo 77%
	Condición de Salud Crónica 0%
6	Recibieron Tratamiento Médico de niños con enfermedades crónicas diagnosticadas
194	al Día con las Vecunas 100% <i>También incluye a aquellos elegibles para la exención y aquellos con todas las vacunas posibles en este momento, pero no para su edad</i>
194	Acceso a Servicios Dentales 100%
174	Completaron Exámenes Dentales Profesional 90%
21	Recibio Tratamiento Dental 60% <i>(de niños en edad preescolar que necesitaban tratamiento dental distinto al cuidado preventivo)</i>
75	BMI Saludable 71% <i>(los niños menores de 3 años están excluidos)</i>

Educación del Personal	
# Personal	% llenan los requisitos mínimo de educación
17	Maestras de la Clase Preescolar: BA+ 29%
	Maestras de la Clase Preescolar: AA+ 88% <i>(Un título AA es el requisito mínimo de educación para los maestros de preescolar, pero al menos el 50% debe tener una licenciatura.)</i>
6	Asistentes de Maestra de la Clase Preescolar: CDA+ 100%
19	Maestras de la Clase de Infantes / Niños Pequeños: CDA+ 100%

(Incluyen a aquellos que están actualmente inscritos en un programa CDA / equivalente o superior. CDA=Asociado/Diplomado en Desarrollo Infantil) (CDA, sigla en ingles)

(Todo el personal debe cumplir con los requisitos mínimos de educación para su puesto).



simbolo clave:
 ★ = ¡Buen trabajo! Cumple o excede las regulaciones o expectativas de Head Start
 ⚠ = ¡Precaución! Resultados más bajos de lo esperado
 ✖ = ¡Tomar acción! No cumple con las regulaciones de Head Start

Fuentes: (1) Informe de datos actualizados del programa (PIR), (2) COPA #201 (asistencia), (3) COPA #241S (ausentismo crónica), (4) COPA #411 (incapacidades pendientes), (5) COPA #80UN (para niños, filtrado por actualmente elegibles).
 Todos los datos son acumulativos al mes del informe, a menos que se indique lo contrario.

Community Action Partnership of Madera County
 1225 Gill Ave
 Madera, CA 93637
 559-673-9173

IN-KIND MONTHLY SUMMARY REPORT

Month

APRIL

Year

2026

CATEGORY	BUDGET	PREVIOUS TOTAL	CURRENT TOTAL	Y-T-D TOTAL	REMAINING IN-KIND NEEDED
NON-FEDERAL CASH					
VOLUNTEER SERVICES	1,444,494.00	265,913.82	0.00	265,913.82	(1,178,580.18)
A. Professional Services	0.00	156.25		156.25	156.25
B. Center Volunteers	1,441,600.00	265,757.57		265,757.57	(1,175,842.43)
C. Policy Concil/Committee	2,894.00	0.00		0.00	(2,894.00)
OTHER - FOOD DONATION	0.00	0.00		0.00	0.00
DONATED SUPPLIES	7,883.00	0.00		0.00	(7,883.00)
DONATED EQUIPMENT	0.00	0.00		0.00	0.00
DONATED - BUS STORAGE	0.00	41,875.74		41,875.74	41,875.74
DONATED SPACE	217,266.00	55,834.32		55,834.32	(161,431.68)
TRANSPORTATION	0.00	0.00		0.00	0.00
TOTAL IN-KIND	1,669,643.00	363,623.88	0.00	363,623.88	(1,306,019.12)
C. Salarie & FB (First 5)	0.00	0.00		0.00	0.00
Grand Total	1,669,643.00	363,623.88	0.00	363,623.88	(1,306,019.12)

A. Y-T-D In-Kind	363,623.88
B. Contracted In-Kind	1,669,643.00
C. Percent Y-T-D In-Kind	21.78%

IN-KIND MONTHLY SUMMARY REPORT

Month

May

Year

2026

CATEGORY	BUDGET	PREVIOUS TOTAL	CURRENT TOTAL	Y-T-D TOTAL	REMAINING IN-KIND NEEDED
NON-FEDERAL CASH					
VOLUNTEER SERVICES	1,444,494.00	265,879.74	1,083.66	266,963.40	(1,177,530.60)
A. Professional Services	0.00	156.25		156.25	156.25
B. Center Volunteers	1,441,600.00	265,723.49	1,083.66	266,807.15	(1,174,792.85)
C. Policy Concl/Committee	2,894.00	0.00		0.00	(2,894.00)
OTHER - FOOD DONATION	0.00	0.00		0.00	0.00
DONATED SUPPLIES	7,883.00	0.00		0.00	(7,883.00)
DONATED EQUIPMENT	0.00	0.00		0.00	0.00
DONATED - SPACE	0.00	13,958.58	13,958.58	27,917.16	27,917.16
DONATED - RENT	217,266.00	97,710.06		97,710.06	(119,555.94)
TRANSPORTATION	0.00	#VALUE!		#VALUE!	#VALUE!
TOTAL IN-KIND	1,669,643.00	377,548.38	15,042.24	392,590.62	#VALUE!

C. State Match	0.00	0.00		0.00	0.00
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Grand Total	1,669,643.00	377,548.38	15,042.24	392,590.62	#VALUE!
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A. Y-T-D In-Kind	392,590.62
B. Contracted In-Kind	1,669,643.00
C. Percent Y-T-D In-Kind	23.51%
D. Remaining	1,277,052.38

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY
 FRESNO MIGRANT HEAD START FOOD PROGRAM
 INCOME CALCULATIONS
 May-2026**

FREE MEALS	125
REDUCED	-
BASE	-
TOTAL	125

PERCENTAGES:

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

MEAL	#		%		RATE		
BREAKFAST:	101	X	100.0000%	X	\$2.4600	=	\$248.46
LUNCH:	100	X	100.0000%	X	\$4.6000	=	\$460.00
SUPPLEMENTS:	84	X	100.0000%	X	\$1.2600	=	\$105.84

	285						
		TOTAL FEDERAL REIMBURSEMENT					\$814.30

CASH IN LIEU:		LUNCHES X \$0.3050					\$30.50
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TOTAL REIMBURSEMENT	\$844.80
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STATE REIMBURSEMENTS: MEAL DESCRIPTION	MEALS		STATE RATE				
TOTAL BREAKFAST	101	X	\$0.2160	X	100%		\$21.82
TOTAL LUNCHES	100	X	\$0.2160	X	100%		\$21.60

TOTAL STATE REIMBURSEMENT	\$43.42
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TOTAL OF FEDERAL & STATE REIMBURESMENTS:	\$888.22
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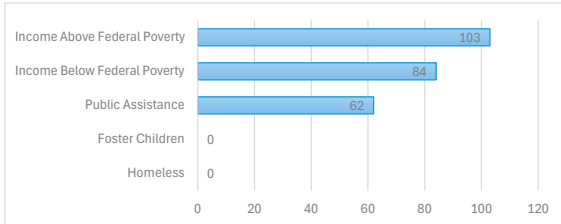


CAPMC - Fresno Migrant Seasonal Head Start

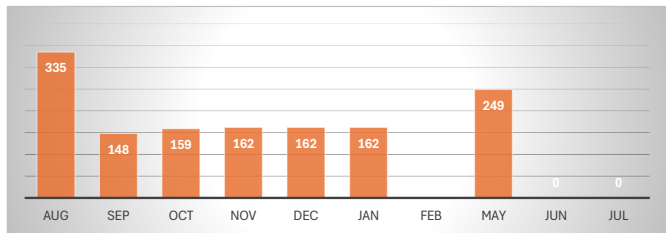
May 2026

249 Cumulative Enrollment	164 Participating Families	47 Teaching Staff	
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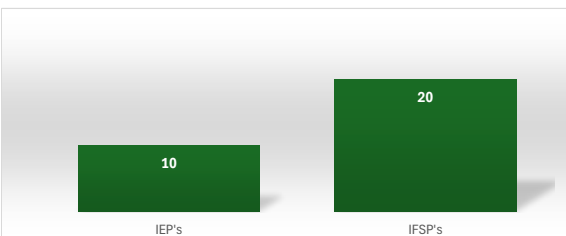
Primary Type of Eligibility



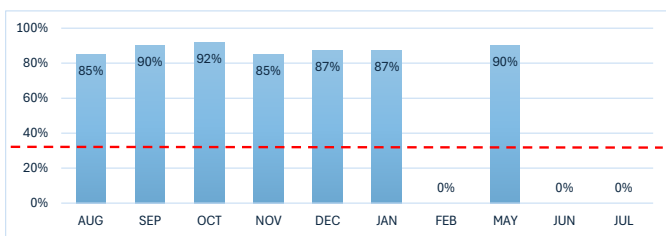
Monthly Cumulative Enrollment



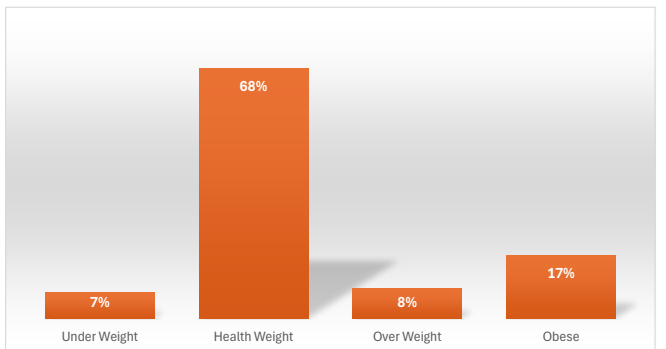
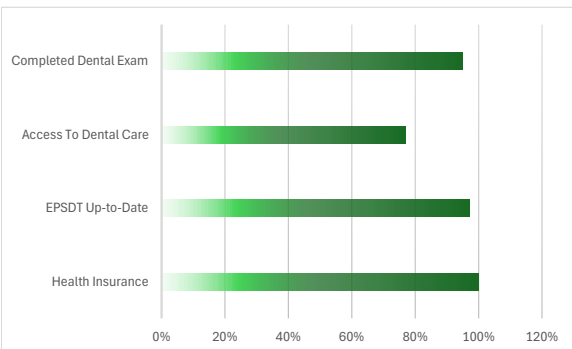
Disabilities Services



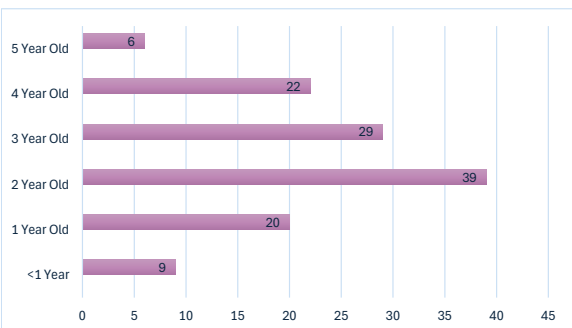
Average Monthly Attendance



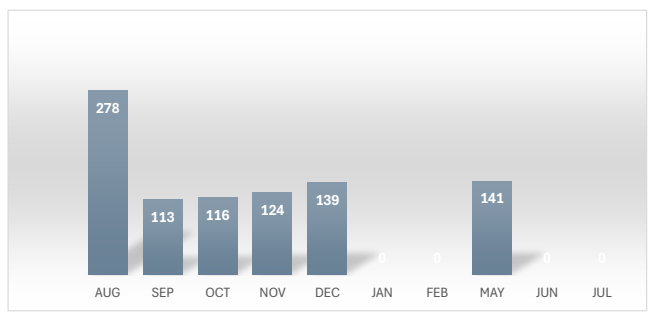
Health & Nutrition Services



Demographics of Enrolled Children & Families



Family Services





Report to the Board of Directors

Agenda Item Number: D-8

Board of Directors Meeting for: July 9, 2026

Author: Maritza Gomez-Zaragoza

DATE: June 29, 2026

TO: Board of Directors

FROM: Maritza Gomez-Zaragoza, Head Start Program Director

SUBJECT: Fresno Migrant Seasonal Head Start 2025-2030 5-year Program Goals and Objectives (Year 2 Updates)

I. **RECOMMENDATIONS**

Review and consider approving the Fresno Migrant Seasonal Head Start 5-Year Grant Cycle's Goals and Objectives update for 2025-2026.

II. **SUMMARY**

After the completion and analysis of the community assessment, Head Start management staff developed the program's five-year goals and objectives for the 2025-2030 refunding cycle with parent and program staff input.

III. **DISCUSSION**

- The 2025-2030 Program Goals & Objectives were developed based on identified family, child, and program needs.
 - Data from the Community Assessment, Parent Surveys, Parent Focus Groups, input from program staff, and Program Information Report were also considered when creating the program goals.
 - The program is providing its annual update for review and consideration to the Policy Committee and Board of Directors on the progress in meeting the program goals. The update includes steps in reaching goals, possible obstacles and other alternative strategies implemented to ensure the program has a positive outcome for each goal.
- The Fresno Migrant Seasonal Head Start 2025-2030 5-year Program Goals and Objectives (Year 2 Updates) will be presented to the Policy Committee for approval on July 8, 2026.

IV. **FINANCING:**

Cost for all activities have been allocated to the program's operational budget.

Fresno Head Start
2025-2030 Goals & Objectives Action Plan

GOAL I EDUCATION

CAPMC Head Start Program will provide high-quality learning experiences for all children served, including dual language learners, those with disabilities/special needs, or social emotional needs.

Objective 1: The Program will complete ASQ-SE screenings on 90% of initially enrolled children to identify children needing support in the social-emotional domain.

Expected Outcomes(s): Families needing support for children with challenging behavior will be provided with mental health services, resources, and strategies to help children develop social-emotional skills.

Expected Challenge(s): Families' schedules and transportation hinder their commitment to accessing Mental Health Services.

Methods for Tracking Progress: Child Plus monitoring reports or checklist, Training Agenda and si

Action/Strategy	Person(s) Responsible	Timeline	Program Update
Children's files and ChildPlus data system will be monitored to ensure children are being screened in a timely manner and concerns are addressed and proper referrals made.	Disabilities/Mental Health Specialist	September 2025 and on-going	All teaching staff were trained in May. Children were screened in a timely manner. Disability/Mental Specialist reviewed and monitored children's files and Child Plus system data in June5, July 23, Aug 1 Sept 9 and Oct7 and Nov 21
Mental Health Consultant/Services will be available to consult with families seeking support in helping their child acquire needed social emotional skills.	Disabilities/Mental Health Specialist MH Consultant	October 2025 and on-going	Mental Health Consultant visited all sites in June and supported individual child and families throughout the season as needed. Teachers and families attended and learned about Local Agency All 4 Youth that provides Mental Health service in our

			Fresno County community. Teacher attend workshop in May 2025, and All 4-youth presented to parents in July August Sept. October. 34 parents and 2 children were referred for services.
Infant and Toddler staff will participate in the Infant and Toddler Teaching Pyramid Module training to support children’s social emotional needs in the classroom. Preschool staff will implement the Ca. Preschool Teaching Pyramid module strategies to support children’s with social emotional skills.	Disabilities/Mental Health Specialist Professional Dev. Coach	All staff will be training by Summer 2027	Toddler teachers completed Pyramid Model Training on July 25, 2025, August 29, 2025, September 26, 2025, and October 31, 2025. Included coaching on July 28, aug.26, Oct.19, and Nov. 19, 2025. Infant and Mobile teachers are scheduled for training from July 2026 to October 2026.
Families will be provided information on Bright Life – mental wellness resources via the monthly Parent Newsletter. Staff will be provided information on Bright Life and All 4 Youth- Mental Health resources and services in training.	Disabilities/Mental Health Specialist Deputy Director – Child & Family Services	October 2025 and quarterly thereafter.	Bright life resources have been provided in the Parent Newsletter June 2025. All families needing additional s/e support receive a hard copy of the Brightlife resource. The Parent Newsletter continues to highlight a Teaching Pyramid strategy on every issue.

Objective 2: The program will ensure that at least 80% of the teaching staff has foundational CLASS knowledge and become more intentional and effective in their interactions with children.

Expected Outcomes(s): Teachers will clearly understand CLASS, improving the quality of teacher-child interactions and enhancing student learning outcomes.

Expected Challenge(s): Allocating adequate time for training and teachers’ turnover.

Methods for Tracking Progress: Training agendas, sign-in sheets, evaluations, tracking goal accomplishments, and CLASS observation data to identify improvements and trends.

Action/Strategy	Person(s) Responsible	Timeline	Program Update
Help teachers to implement effective interactions by providing opportunities in learning groups to observe themselves and others in action and see the impact of their interactions with children.	Professional Development Coach	September 2026 Ongoing	Learning groups were scheduled to provide resources related to teacher-child interactions. CLASS overview 10/31/25 Pyramid Model July 25, 2025, August 29, 2025, September 26, 2025, October 31, 2025. Curriculum implementation August 8, 2025
Build CLASS knowledge by providing professional development resources and completing informal classroom observations.	Professional Development Coach	September 2026 Ongoing	After completing the CLASS observations in September 2025, teachers received feedback, and resources were provided based on each team's needs.
Analyze and interpret classroom-level data, identify strengths and areas for growth, and, with educators, set goals to improve practices.	Area Managers Deputy Director	January 2026 Ongoing	CLASS observations were completed in September 2025, feedback was provided to teachers, and improvement goals were established for each team in October 2025.
Analyze and interpret program data to identify strengths and areas for growth.	Area Managers Deputy Director	June 2025 Ongoing	The CLASS data were analyzed, and based on the outcome, professional development opportunities were planned for the season. CLASS Overview on October 31, 2025.
Identify professional development needs and create time and space for educators to participate in evidence-based professional development on educator-child interactions.	Area Managers Deputy Director	August 2025 Ongoing	

Objective 3: The program will ensure teachers acquire knowledge to implement the Creative Curriculum for Infants, Toddlers, and Preschoolers.

Expected Outcomes(s): Teachers will gain a clear understanding of the Creative Curriculum and be able to implement it in the classroom.

Expected Challenge(s): Allocating adequate time for training and teachers' turnover.

Methods for Tracking Progress: Training agendas, sign-in sheets, evaluations, coaching, and monitoring visits.

Action/Strategy	Person(s) Responsible	Timeline	Program Update
Provide professional development for teachers on the implementation of the Creative Curriculum.	Area Manager Deputy Director	October 2025 Ongoing	Curriculum to fidelity training was provided on August 8, 2025, by Area Manager.
Build Creative Curriculum knowledge by providing professional development resources and completing informal classroom observations.	Professional Development Coach Area Manager Deputy Director	October 2025 Ongoing	The curriculum-to-fidelity classroom observation for the Physical Environment and Use domain was completed in June 2025, and feedback was provided. Teaching teams set goals for improvement with the support of the area managers in July 2025.
Analyze and interpret program data by identifying strengths and recognizing areas for growth.	Area Managers Deputy Director	October 2025 Ongoing	A fidelity assessment was conducted in the preschool classrooms, and it was found that 75% of teaching staff consistently followed the guidance on Book Discussion Cards to facilitate interactive read-aloud, which is a strength for curriculum implementation. The program will incorporate the Teacher-Child Interaction domain checklist into the Curriculum to Fidelity observation.

GOAL II HEALTH & NUTRITION

The Program will provide nutrition education opportunities for healthy living for families through resources and workshops to address parent's concern with rising food cost.

Objective 1: 25% of parents/families will attend an educational workshop targeting meal planning, shopping, and budgeting.

Expected Outcomes(s): Parents and families will gain knowledge and skills to plan meals more efficiently, make healthier food choices, and manage their food budgets better.

Expected Challenge(s): Many parents/families may have scheduling conflicts, limiting their ability to attend workshops.

Methods for Tracking Progress: Create a Pre and Post Surveys to collect feedback from participants before and after the workshop to assess knowledge gain and changes in behavior.

Action/Strategy	Person(s) Responsible	Timeline	Program Update
Identify providers/presenters that can provide information workshops to parents/families related to meal planning, healthy meals, budget friendly meals, etc.	Nutrition Specialist Deputy Director - Child & Family Services	Sept./Oct. 2025	CalFresh has lost funding and is no longer able to provide presentations for the program. Nutrition Specialist, Deputy Director CFS and Parent & Program Governance Specialist attended a Train the Trainers on February 24th and 26th 2027 Nutrition Specialist will be providing training for Advocates on how to present nutrition topics for the families.
Provide training to Family Advocates on any new resources to support families seeking information	Nutrition Specialist Family Advocates	October 2025 and On-going	On-going. Documentation will be provided by the end of season.

or creating a goal related to meal planning. Data will be entered/collected in the ChildPlus data system.			
Each year 85% of the families will report being satisfied with the program's nutrition services on the end of year satisfaction survey.	Nutrition Specialist and Deputy Director -Child & Family Services	End of each program year	Based on the Summer 2025 End of the Year surveys, 86% of parents stated that they were very satisfied and 14% satisfied with the nutrition services.
The Resource Tool will be updated yearly with 3 new community resources. Resources and/or referrals given to families will be collected via Child Plus under the events.	Nutrition Specialist Family Advocates	September 2025 and On-going	Three new resources have been added to the Advocate Drive and will be introduced during the April 2026 Preservice. Topics include an updated Fresno County list of local food pantries, "Shop Best for Less," Smart portion sizes, Understanding food labels, and Best practices for menu planning.

Objective 2: Incorporate healthy recipes and tips on meal planning, shopping and budgeting in the newsletter.

Expected Outcomes(s): By providing healthy meal ideas and budgeting tips, families will be encouraged to make healthier and more cost-effective food choices.

Expected Challenge(s): Ensuring that the newsletter reaches its intended audience and that it's regularly opened and read might be a challenge, particularly if families have busy schedules or are unable to read.

Methods for Tracking Progress: Monitor the number of recipients who receive the newsletter each time it's sent out to assess initial interest and engagement.

Action/Strategy	Person(s) Responsible	Timeline	Program Update
Research and include topics related to healthy recipes or budget friendly shopping tips in at least four newsletter issues.	Nutrition Specialist	Four Issues Each Season	The October 2025 newsletter featured meal planning, while the November 2025 edition highlighted food resources and distribution information. The newsletter series is ongoing and will continue to be released in the upcoming season.
Research and either download or purchase healthy recipe books for the families each year as budget allows.	Nutrition Specialist	On-going	The purchase order will be submitted in April 2026 for approval to acquire books and resources for families, focusing on healthy recipes, nutrition tips, and smart shopping practices.
Reach out to community partners that can provide training/workshops on healthy and budget friendly meals to parents during parent meetings.	Nutrition Specialist	October 2025 and On going	CalFresh is no longer able to provide presentations due to a loss of funding. On April 17, 2026, Program Governance and Nutrition Specialist Trainees will lead the presentations and provide training to Family Advocates on CalFresh-related modules.
Data on family outcomes will indicate a 2% increase under Family Well Being outcome, indicator 4-Food and Nutrition.	Nutrition Specialist	End of Season	Ongoing, data will be collected at End of Program season.

Goal III Health and Nutrition
The program will promote oral health for children and families.

Objective 1: 25% of families will receive oral health education through a community partner.

Expected Outcomes(s): The families will have an increased knowledge and understanding of children’s oral health.

Expected Challenge(s): Agencies not able to present at rural centers, low parent engagement/attendance at parent meetings.

Methods for Tracking Progress: Parent meeting agendas, sign-in, and meeting minutes.

Action/Strategy	Person(s) Responsible	Timeline	Program Update
Reach out to the community partners to develop a plan for presentations at the centers.	Health Specialist	September 2025 and on-going	Health Specialist contacted Fresno EOC School Based Sealant Program to present to the parents at the centers. Due to scheduling conflict, only 3 centers were able to schedule the presentations for the families.
The contact information for community partner will be provided to the Advocates.	Health Specialist	September 2025 and on-going	Health Specialist provided contact information to the all the Advocates.
Presentations will be scheduled for 100% of sites.	Advocates Health Specialist	September 2025 - December 2025 and on-going	Presentations were provided by Fresno EOC School Based Sealant Program to 3 centers. In total 16 parents received education from EOC School Based Sealant Program.
A 20% increase of parent knowledge on oral health will be obtained. A survey will be conducted at the end of the presentation	Advocates Health Specialist	September 2025 - August 2026 and on-going	Survey was not completed at the time of the presentations. Survey will be provided after 2026 parent presentations.

Objective 2: 100% of children participating in Head Start will be offered dental assessments and dental education.

Expected Outcomes(s): All children will receive a dental assessment while in the program.

Expected Challenge(s): Finding a community partner that will visit all centers, Parents can decline service and children can be absent the day of the assessment.

Methods for Tracking Progress: Database Health Events, filed results from dental assessment in children’s file, PIR

Action/Strategy	Person(s) Responsible	Timeline	Program Update
Find a community partner that will travel to all centers to offer dental education and assessments to all the children.	Health Specialist	October 2025 and on-going	Health Specialist contacted Fresno EOC School Based Sealant program to check if they were able to go to the centers to completed dental assessments.
Collaborate with community partner to offer education and dental assessments.	Health Specialist	October 2025 and on-going	Fresno EOC agreed to partner to go to the centers and complete the dental assessments.
Schedule Dental Assessments for the centers.	Advocates Health Specialist	October 2025 and on-going	All centers were scheduled to have Fresno EOC to complete assessments at their site.
Education and dental assessments provided to the children at the centers will increase by 5% each year.	Advocates Health Specialist	October 2025 and on-going	Education and oral assessments was provided to 101 out of 133 children enrolled (89%).

Objective 3: 90 % of families will be provided with material to practice oral health at home with their children.

Expected Outcomes(s): Families will complete oral health activities with the children to engage in oral health practices at home.

Expected Challenge(s): Parent’s not completing activities with their child.

Methods for Tracking Progress: In-kind, Filed Helping my Child Succeed form in file, Case Notes

Action/Strategy	Person(s) Responsible	Timeline	Program Update
An activity booklet will be created for parents to complete activities at home with their child.	Health Specialist	September 2025 and on-going	Activity booklet is in the process of being completed. It will be made available to the Advocates in June 2026.
I am Helping my Child Succeed will be created to document activities with the children.	Health Specialist	September 2025 and on-going	Document will be provided by June 2026.
100% of Advocates will be trained on the materials and how to distribute to families.	Advocates Health Specialist	October 2025 and on-going	Training will be provided during an Advocate meeting.
I am Helping my Child Succeed will be collected to identify who participated. Data will show 80% parents participated in at least one activity with their child.	Advocates Health Specialist	November 2025 and on-going	Information will be collected to identify parent participation.

Goal III	FAMILY, CHILD, & STAFF WELLNESS
Promote mental health and wellness for Head Start and Early Head Start children, families, and staff.	

Objective 1: Staff will be provided with mental health & wellness workshops/trainings to increase their knowledge and improve their mental wellness.

Expected Outcomes(s): Staff will have available tools and/or resources to care for their mental wellbeing.

Expected Challenge(s): Availability of community resources that can address specific staff needs.

Methods for Tracking Progress: Training agendas, sign-in sheets, evaluations, surveys.

Action/Strategy	Person(s) Responsible	Timeline	Program Update
Identify presenters/consultants in mental health/mental wellness and provide annual training for staff.	Head Start Director MH Specialist	November 2025 - annually thereafter	May 2025 Yovana Muniro MS LMFT provided mental health wellness presentation to employees.
Create a schedule for the Mental Health Consultant to be accessible to staff as needed for personal or work-related consultations.	Area Manager MH Specialist	September 2025	Training did not take place in 2025. A presenter will be secured for fall of 2026.
Provide resources and information to staff via Coaching Corner newsletter.	Professional Dev. Coach	Quarterly	Employees received information and resources in the beginning of 2025, the agency had the professional coach vacant until the remaining of the season. 2026 new coach will be working on providing information and resources to employees this summer/

Objective 2: Promote mental health – mental wellness for participating parents/families and children.

Expected Outcomes(s): Children, parents, and families will be able to identify and address mental wellness needs for themselves and their family members.

Expected Challenge(s): Availability of community resources and/or presenters to address specific child or family needs.

Methods for Tracking Progress: Contracts, agendas, sign-in sheets, evaluations, family outcome data.

Action/Strategy	Person(s) Responsible	Timeline	Program Update
Identify presenters/consultants in mental health/mental wellness and schedule workshops	Deputy Director – Child & Family	July of 2025 – on-going	Management staff is in the process of identifying possible presenters for each site

for parents or presentations during parent meetings.	Services Family Advocates		location.
Create a schedule for the Mental Health Consultant to be accessible to parents/families as needed to address family and/or child concerns.	Mental Health Specialist Site Supervisor	September 2025	Disability Specialist sends Mental Health Consultant Schedule dates to site supervisors annually.
Provide resources and information to parents/families related to mental wellness via Parent Newsletter.	Deputy Director – Child & Family Services	Quarterly	Resources and information were provided to parents via newsletter in August, October, December 2025. Information will continue to be provided to parents in 2026.
Deploy a survey to families to gather data on the effectiveness of resources and workshops provided. Data will indicate a positive outcome by 5% each year.	Deputy Director – Child & Family Services	Annually – End of Program Year	Based on the family assessment outcomes report, parents were at 12% under strength during the first collection on indicator 7. Social/Emotional Indicator and 24% for the second collection. This was an increase of 12%.

Goal IV FAMILY STRENGTHENING & ENGAGEMENT
Increase parents’ understanding of financial literacy including budgeting, saving, credit, investing, and fraud.

Objective 1: 50% of parents will increase their knowledge about financial literacy after attending a family workshop.

Expected Outcomes(s): Families will attend the scheduled workshops and gain knowledge of budgeting, savings, and fraud.

Expected Challenge(s): Parents may not attend due to scheduling conflicts or fear of meeting in-person.

Methods for Tracking Progress: Document financial literacy trainer on the parent meeting schedule.

Action/Strategy	Person(s) Responsible	Timeline	Program Update
Identify a financial literacy trainer to provide a workshop for parents & families and schedule training.	Deputy Director Child & Family Services Parent/Program Governance Specialists	July 2025 and on-going	Educational Employees Credit Union was identified as financial institution to provide financial literacy to parents. Training was provided to parents on November 19, 2025. Three parents attended the training. In addition, EECU provided a presentation on financial literacy to 100% of the centers.
Provide a tote bag with materials on financial literacy for parents to continue to practice learned skills. Tote bag will include books about financial literacy (Example: The Bill Tracker, Spending Handbook, Teaching Kids about Money, Reach for the Stars etc.).	Deputy Director Child & Family Services Parent/Program Governance Specialists	July 2025 and on-going	Financial literacy materials (budget planner, book about saving and a piggy bank) were purchased and provided to parents who attended the trainings.
100% of Advocates will attend financial literacy training(s) to assist them in supporting families needing guidance and/or setting goals related to finances.	Deputy Director Child & Family Services Parent/Program Governance Specialists Advocates	August 2025 and on-going	Financial literacy training will be provided to Advocates in April 2026.

Objective 2: Integrate two financial literacy topics for parents via newsletter.

Expected Outcomes(s): Families will receive two new topics via newsletter twice a program year to keep current with information.

Expected Challenge(s): Families not receiving the newsletter or not reading it.

Methods for Tracking Progress: Newsletter & family case notes

Action/Strategy	Person(s) Responsible	Timeline	Program Update
Research topics related to finances and financial literacy to include on parent newsletter 2 times per program year.	Deputy Director Child & Family Services Parent/Program Governance Specialists Advocates	2 times each program year	Financial Literacy topic was provided to parents via newsletter in December 2025. Topics will continue to be provided to families during the summer of 2026.
Newsletter will be sent to 90% of families and documented on family case notes.	Deputy Director Child & Family Services Parent/Program Governance Specialists	2 times each program year	Newsletter was provided to parents from August to December 2025. Newsletter will continue to be provided to parents during the Summer 2026.
Data on family outcomes will indicate an 2% increase under Family Well Being outcome, indicator 2-Income/Budget.	Deputy Director Child & Family Services Parent/Program Governance Specialists	End of each program year	Information will be collected at the end of the Summer 2026.

Objective 3: Increase one collaboration per year with community financial institutions or organizations to broaden program’s resources about financial literacy.

Expected Outcomes(s): Families will increase their knowledge about financial literacy.

Expected Challenge(s): Parents may not attend due to scheduling conflicts or fear of meeting in-person.

Methods for Tracking Progress: Collect survey data, document community partner collaborations on parent meeting schedules and meeting minutes.

Action/Strategy	Person(s) Responsible	Timeline	Program Update
Research and identify relevant organizations such on-line, banks, credit unions, schools and/or financial advisors.	Deputy Director Child & Family Services Parent/Program Governance Specialists Advocates	June - July 2025 and on-going	Management is the process of identifying information about organizations and will share with Advocates by May 2026.
2 additional resources will be added to the Advocate Resource Tool. 100% of Advocates will receive training on new resources for parents.	Deputy Director Child & Family Services Parent/Program Governance Specialists	June 2025 and on-going	Resources will be shared with Advocate in April 2026.
Advocate survey will demonstrate 2% increase of knowledge of new resources about financial literacy.	Deputy Director Child & Family Services Parent/Program Governance Specialists	End of Program Year	Data will be compiled at the end of the summer 2026.

Goal V**ERSEA & COMMUNITY ENGAGEMENT****Program will provide quality Head Start services to the children and families across Fresno County.****Objective 1: Partner with local schools, early childhood programs and community organizations to promote Head Start services.**

Expected Outcomes(s): Increase referrals, participation, and collaboration with community partners and organizations that serve 0-5 children and allow the Head Start Program to increase enrollment opportunities.

Expected Challenge(s): Parent/families electing to enroll in other programs or family childcare homes.

Methods for Tracking Progress: Recruitment logs, advertisements, flyers/invitations to community events, interest forms, data collected on interest forms.

Action/Strategy	Person(s) Responsible	Timeline	Program Update
Network and establish collaborations with local school districts (4), early education programs (2), and community organizations and agencies (9) to help promote the services.	Advocates ERSEA Specialist	September 2025 and On-going	In 2025, the program collaborated with 12 organizations to promote services: 4 local school districts and 9 community agencies. The program met the funded enrollment for PY 2024-2025.
Increase program visibility by participating in community events year around. Purchase recruitment equipment for advocates and recruitment material to be distributed at events.	Advocates All Program Staff ERSEA Specialist	September 2025 and On-going	Program flyers and agency website were updated to reflect current service areas. Also, two recruitment projects were completed to increase program visibility: first was a video clip of the program's services and shared via social media the

			second project was a recruitment banner that was purchased to be displayed in the city.
Collect data from participants seeking Head Start services on how they learned about the program. Utilize the data to modify the recruitment plan.	ERSEA Specialist Family Advocates	February 2026 and quarterly thereafter	Data was collected on online interest form. In 2025, 154 online interest forms were collected. Families heard about our program primarily thru “Family and Friends” (39) and “Google” (38), followed by “Flyer” (20). We received most of the interest forms in the months of July (23) and August (22), followed by March (19) and October (19).
Monitor enrollment patterns and the community needs to determine if changes in service delivery need to be changed or modified.	ERSEA Specialist Head Start Program Director	April/May of Each Year	Recruitment logs, online interest forms, and advocate feedback are collected to review and strategize new recruitment plans.

Objective 2: Program will ensure to maintain full enrollment throughout the program year.

Expected Outcomes(s): Maintain full enrollment throughout the program year and establish a viable waiting list for each center.

Expected Challenge(s): Increase in State Preschool, Transitional Kindergarten, Universal Preschool and/or Family childcare home slots that can affect recruitment for Head Start eligible children.

Methods for Tracking Progress: Weekly and monthly enrollment reports, waiting list data, monthly recruitment reports.

Action/Strategy	Person(s) Responsible	Timeline	Program Update
Adjust recruitment/eligibility staff's start date to allow earlier recruitment activities and	Head Start Program Director	March/April of 2026 and	During the off-season for the family advocates, ERSEA Specialist and program

registrations to ensure children/families are identified early in the program.	ERSEA Specialist	yearly there after	technician recruited from February-April 2026 to maintain and increase program visibility. Advocates are returning a week earlier to continue recruitment.
Ongoing monitoring of enrollment and filling vacancies within 30 days to maintain at least 97% funded enrollment.	Advocates ERSEA Specialist	September 2025 and on-going	Currently, program sits at 48% enrollment. Weekly enrollment reports are monitored on a weekly basis and shared with management staff.
Actively recruit within the community, follow up with interest forms, complete and submit applications, and ensure that the program maintains a healthy waiting list.	Advocates ERSEA Specialist	March/April 2026 and on-going	In April 2026, advocates will continue to actively recruit and follow up on pending interest forms and begin new application intake for the continuing PY 2025-2026.
Address any underenrolled centers. Identify issues and/or patterns affecting the center's enrollment and develop a plan to address any identified issues.	ERSEA Specialist Head Start Program Director	September 2025 and on-going	The change to the funded enrollment number allowed the program to meet its funded enrollment for PY 2024-2025. In August 2026, the program will have the funded enrollment results for PY 2025-2026.



Report to the Board of Directors

Agenda Item Number: D-9

Board of Directors Meeting for: July 9, 2026

Author: Maritza Gomez-Zaragoza

DATE: June 26, 2026

TO: Board of Directors

FROM: Maritza Gomez-Zaragoza, Head Start Program Director

SUBJECT: Approval of the Madera Migrant/Seasonal Head Start Policy Committee Members Meeting Reimbursement Policy for 2026-2027

I. RECOMMENDATIONS:

Review and consider approving the 2026-2027 Reimbursement Policy for the Policy Committee Members representing Madera Migrant/Seasonal Head Start program.

II. SUMMARY:

The Policy Committee Members representing Madera Migrant/Seasonal Head Start receive a reasonable financial reimbursement to attend meetings and to participate fully in their responsibilities.

III. DISCUSSION:

The Policy Committee will decide whether or not to approve the policy at their regular Meeting on July 7, 2026, which includes a reimbursement for childcare from 3 to 4 hours for a maximum of \$30.00 for Local members because of the logistics of the center locations and time of travel. Mileage reimbursement is from the home to the meeting place at the Internal Revenue Service's approval rate. The mileage reimbursement will be given to those members using their vehicle.

- The Madera Migrant/Seasonal Head Start Policy Committee Members Meeting Reimbursement Policy for 2026-2027 will be presented to the Policy Committee for approval on July 7, 2026.

IV. FINANCING:

Funds are an allowable cost under the Federal Regulations



PROGRAM GOVERNANCE POLICIES AND PROCEDURES

Policy Number:	HSPPS: 1301.3(e)	Page: 1 of 2
Approved by Policy Committee Date:	Approved by Policy Council Date:	Approved by Board of Directors Date:

Subject: Parent Policy Council/Parent Policy Committee Reimbursement

Performance Objective: Community Action Partnership of Madera County Head Start Policy Council and Policy Committee members will be reimbursed for reasonable expenses incurred while participating in approved activities.

Operational Procedure:

1. The Policy Council/Committee Reimbursement Policy will be reviewed and approved by Policy Council /Committee on an annual basis. The Policy Council/Committee approval/recommendation is submitted to Board of Directors for approval.

2. The Parent Meeting Payment Activity Voucher will be used when parents participate in the following activities.
 - a. Attend monthly or special Policy Council/Policy Committee meetings.
 - b. Agency/Head Start Grantee sponsored conference/training seminars.
 - c. Parents participate on issues related to the program activities as requested.
 - d. Attend the National Migrant or Head Start Conference.
 - e. Self-assessment process.
 - f. Board of Directors meetings.

3. Parents will be reimbursed in the following manner:
 - a. Parent reimbursement for child care cost is \$30.00 for Policy Council/Policy Committee members that live locally and \$45.00 for members that live out of area (Mountains).
 - b. Mileage reimbursement is from the home to the meeting place at the Internal Revenue Service's approval rate. The mileage reimbursement will be given to those members using their vehicle.
 - c. Reimbursement is provided to the Policy Council/Policy Committee representative. If the representative does not attend, the alternate is eligible for the reimbursement. Reimbursement is for voting members at the time of the designated meeting only.
 - d. Both Policy Council/Policy Committee member and alternate are eligible for reimbursement at required trainings or upon staff request to attend the event.
 - e. If both the Representative and Alternate decide to car-pool, the reimbursement will be provided to the owner of the vehicle.

The Parent Activity Payment Voucher is to be completed in the following manner:

1. PC member name
2. Complete mailing address
3. Position on the Policy Council/Policy Committee
4. Activity
5. Total miles (round trip)
6. Signature and date
7. Once the information is complete, the Parent Activity Payment Voucher is turned in to the Parent and Program Governance Specialist or Administrative Assistant for submission to the Fiscal Department. The Fiscal Department will send payment directly to the participating member.



Community Action Partnership del Condado de Madera
1225 Gill Avenue, Madera, CA 93637 559.673.0012

BONO DE REMBOLSO
(Complete con tinta)

Instrucciones: Complete los espacios de su nombre y dirección de su casa. Indique la fecha de la reunión y el objetivo / actividad. Las lecturas del odómetro inicial y final deben estar incluidas con el millaje. Reste la lectura del odómetro final a la lectura del odómetro principal y registre la diferencia en el millaje. El millaje será reembolsado de acuerdo a la tarifa aprobada por el IRS. Recuerde que si usted viene con otro miembro en un carro, sólo el conductor es elegible para el reembolso de millaje. Circule la tarifa apropiada para el tipo de reunión correspondiente. Agregue el reembolso de millaje y la asignación de reunión juntos. Escriba la suma de los gastos totales. Firme y feche el formulario. Personal de CAPMC completará la codificación de cuentas adecuadas.

Nombre: _____ Fecha de la Reunión: _____

Domicilio: _____ Posición: Miembro/Alternante del Concilio/Comité de Políticas

Ciudad/Código Postal: _____ Actividad: Reunión del Concilio/Comité

Teléfono: _____ Centro: _____

Programa: **Madera/Mariposa HS Madera/MHS Fresno MHS**

GASTOS

CANTIDAD

Millaje @ _____ Millas x Tarifa Actual del IRS Por Milla =\$ _____

Asignación de Reuniones (miembros del Comité de ingresos bajos)

\$30.00 (Local) \$45 (Montañas/Huron) \$ _____

Otro: _____ \$ _____

TOTAL DE GASTOS: \$ _____

Los gastos antes mencionados fueron realizados por mí llevando acabo las funciones para Community Action Partnership del Condado de Madera

Firma: _____ Fecha: _____

Esta parte debe ser completada por el personal CAPMC.

Cuenta del Programa Millaje: 3___.0-7111-__ -__ \$ _____

Asignación: 3___.0-7114-__ -__ \$ _____

Total: \$ _____

Autorizado por: _____ Fecha: _____



Report to the Board of Directors

Agenda Item Number: D-10

Board of Directors Meeting for: July 9, 2026

Author: Maritza Gomez-Zaragoza

DATE: June 29, 2026

TO: Board of Directors

FROM: Maritza Gomez-Zaragoza, Head Start Director

SUBJECT: Madera Migrant/Seasonal Head Start Planning Process

I. RECOMMENDATION:

Review and consider approving the 2026-2027 Madera Migrant/Seasonal Head Start Planning Process Policy/Procedure and Calendar.

II. SUMMARY:

The policy/procedure determines and guides staff and Policy Committee in program planning and goal setting.

III. DISCUSSION:

The planning process includes a review/analysis of:

- The planning process assists in the completion of the annual funding application.
- Update on the five-year goals developed with short term objectives. The program reviews/revises goals on an annual basis.
- Review the monitoring system of the program.
- The 2026-2027 Madera Migrant/Seasonal Head Start Planning Process Policy/Procedure and Calendar will be presented to the Policy Committee for approval on July 7, 2026.

IV. FINANCING: - Significant

The entire Head Start budget serves to support the accomplishment of program goals/objectives.



PROGRAM GOVERNANCE POLICIES AND PROCEDURES

Policy Number:	HSPPS: N/A Head Start Act of 2007: Sec. 642(c)(1)(i)-(iv)(II)	Page: 1 of 1
Approved by Policy Committee Date: 7/8/2025	Approved by Policy Council Date:	Approved by Board of Directors: Date:

Subject: Planning Process

Performance Objective: Planning calendar is developed to guide the process to focus on the development of program goals, collecting outcome data, analysis of results, and continuous improvement.

Operational Procedure:

1. Head Start Director along with management staff will identify information and action items that will need to be presented to the Policy Council/Policy Committee as part of the refunding application process. The Program Planning elements include, but are not limited to;
 - a. Community Assessment
 - b. Program Goals & Objectives (long/short term)
 - c. Program Self-Assessment
 - d. On-going monitoring & reporting
 - e. Budget Planning, including service areas.
 - f. School Readiness & Outcome Data
 - g. Program Data – Program Information Report, Enrollment, Recruitment, Attendance, Finances, etc.
2. All of the elements are presented to the Policy Council/Policy Committee for review, input, and approval.
3. Once approved by the Committee/Council, the items are submitted to the Board of Directors to give members the opportunity for input and give final approval for each element presented.
4. The planning calendar is reviewed and updated as necessary on an annual basis and taken to the Policy Council/Policy Committee and Board of Directors for approval annually.



Planning Calendar for Madera Migrant/Seasonal Head Start Program Activities Governing Bodies June 2026 – May 2027

	June 9, 2026	July 7, 2026	August 11, 2026	September 8, 2026	October 6, 2026
Policy Committee	<p>*Action</p> <ul style="list-style-type: none"> *Seating of 2026-2027 Committee <ul style="list-style-type: none"> – Election of Officers – Election of Executive Policy Committee – Election of Reps to serve on CCMHS Policy Council – 25-26 CAPMC Audit – ERSEA – T&TA Budget Revision – CMIG Budget Revision *Monthly Reports <ul style="list-style-type: none"> – Staffing Changes – Budget Report – In-Kind – Program Enrollment & Attendance Report – CACFP – Program Information Report (PIR) – Correspondence from the Office of Head Start *PC Training – June 2, 2026 <ul style="list-style-type: none"> – Purpose – Brown Act – Structure of Governance, Shared Governance – Roberts Rules – Head Start Overview – Regulations/Ethics – Active Supervision – PC Code of Conduct – ERSEA – Eligibility, Recruitment, Selection, Enrollment and Attendance 	<p>*Action</p> <ul style="list-style-type: none"> – First Reading of the 2026-2027 Bylaws – 2026-2027 Reimbursement Policy – Planning Process Policy with Planning Calendar – 2025-2026 CACFP Audit <p>*Monthly Reports</p> <ul style="list-style-type: none"> – Staffing Changes – Budget Report – In-Kind – Program Enrollment & Attendance Report – CACFP – Program Information Report (PIR) – Correspondence from the Office of Head Start <p>*Training</p> <ul style="list-style-type: none"> – CACFP 	<p>*Action</p> <ul style="list-style-type: none"> – Approve the 2026-2027 Bylaws – Approve No Fee Policy – Approve Self-Assessment Procedure (Distribute Health & Safety Checklist) – State Parent Handbook/Goals and Objectives – CMIG <p>*Monthly Reports</p> <ul style="list-style-type: none"> – Staffing Changes – Budget Report – In-Kind – Program Enrollment & Attendance Report – CACFP – Program Information Report (PIR) – Correspondence from the Office of Head Start <p>*Training</p> <ul style="list-style-type: none"> – Classroom Assessment Scoring System (CLASS) 	<p>*Action</p> <ul style="list-style-type: none"> – Suspension and Expulsion Policy – Internal Dispute Resolution <p>*Monthly Reports</p> <ul style="list-style-type: none"> – Staffing Changes – Budget Report – In-Kind – Program Enrollment & Attendance Report – CACFP – Program Information Report (PIR) – Correspondence from the Office of Head Start <p>*Training</p> <ul style="list-style-type: none"> – Teaching Pyramid 	<p>*Action</p> <ul style="list-style-type: none"> – Monitoring Review Summary of Results and Corrective Plan of Action – Approve 2026-2027 Community Assessment Update – Approve 2026-2027 Application/ Budget for Madera Migrant/Seasonal Head Start Budgets: <ul style="list-style-type: none"> Training Plan Basic Budget Administrative Budget Non Federal Share Budget Service Area Plan <p>*Monthly Reports</p> <ul style="list-style-type: none"> – Staffing Changes – Budget Report – In-Kind – Program Enrollment & Attendance Report – CACFP – Program Information Report (PIR) <p>*Training</p> <ul style="list-style-type: none"> – Family data report
	June 11, 2026	July 9, 2026	August 13, 2026	September 10, 2026	October 8, 2026
Board of Directors	<p>*Action</p> <p>*Monthly Reports</p> <ul style="list-style-type: none"> – Budget Report – In-Kind – Program Enrollment & Attendance Report – CACFP – Program Information Report (PIR) – Correspondence from the Office of Head Start 	<p>*Action</p> <ul style="list-style-type: none"> – 2026-2027 Reimbursement Policy – Planning Process Policy with Planning Calendar <p>*Monthly Reports</p> <ul style="list-style-type: none"> – Budget Report – In-Kind – Program Enrollment & Attendance Report – CACFP – Program Information Report (PIR) – Correspondence from the Office of Head Start 	<p>*Action</p> <ul style="list-style-type: none"> – Approve Self-Assessment Procedure (Distribute Health & Safety Checklist) – State Parent Handbook/Goals and Objectives – Approve No Fee Policy <p>*Monthly Reports</p> <ul style="list-style-type: none"> – Budget Report – In-Kind – Program Enrollment & Attendance Report – CACFP – Program Information Report (PIR) – Correspondence from the Office of Head Start 	<p>*Action</p> <ul style="list-style-type: none"> – Suspension and Expulsion Policy – Internal Dispute Resolution – Approved 2026-2027 By-Laws <p>*Monthly Reports</p> <ul style="list-style-type: none"> – Budget Report – In-Kind – Program Enrollment & Attendance Report – CACFP – Program Information Report (PIR) – Correspondence from the Office of Head Start 	<p>*Action</p> <ul style="list-style-type: none"> – Monitoring Review Summary of Results and Corrective Plan of Action – Approve 2026-2027 Community Assessment Update – Approve 2026-2027 Application/ Budget for Madera Migrant/Seasonal Head Start Budgets: <ul style="list-style-type: none"> Training Plan Basic Budget Administrative Budget Non Federal Share Budget Service Area Plan <p>*Monthly Reports</p> <ul style="list-style-type: none"> – Budget Report – In-Kind – Program Enrollment & Attendance Report – CACFP – Program Information Report (PIR)

	November 10, 2026	December 8, 2026	January 12, 2027	February 9, 2027	March 9, 2027	April 6, 2027	May 11, 2027
Policy Committee	<p>*Action</p> <ul style="list-style-type: none"> – Program Information Report (PIR) 2025-2026 – Program Annual Report – Budget Revision (if applicable) <p>*Monthly Reports</p> <ul style="list-style-type: none"> – Staffing Changes – Budget Report – In-Kind – Program Enrollment & Attendance Report – CACFP – Program Information Report (PIR) <p>*Training</p> <ul style="list-style-type: none"> – Child Outcomes 	<p>*Action</p> <ul style="list-style-type: none"> – CCMHS Self-Assessment Quarterly Report and Goals Updates – Budget Revision (if applicable) <p>*Monthly Reports</p> <ul style="list-style-type: none"> – Staffing Changes – Budget Report – In-Kind – Program Enrollment & Attendance Report – CACFP – Program Information Report (PIR) 	<p>*Action</p> <ul style="list-style-type: none"> – Budget Revision (if applicable) <p>*Monthly Reports</p> <ul style="list-style-type: none"> – Staffing Changes – Budget Report – In-Kind – Program Enrollment & Attendance Report – CACFP – Program Information Report (PIR) 	<p>*Action</p> <ul style="list-style-type: none"> – 2027-2028 Criteria for defining Enrollment, Recruitment, Selection, Eligibility and Attendance (ERSEA) – Budget Revision (if applicable) <p>*Monthly Reports</p> <ul style="list-style-type: none"> – Staffing Changes – Budget Report – In-Kind – Program Enrollment & Attendance Report – CACFP – Program Information Report (PIR) 	<p>*Action</p> <ul style="list-style-type: none"> – CAPMC Audit Reports – Budget Revision (if applicable) <p>*Monthly Reports</p> <ul style="list-style-type: none"> – Staffing Changes – Budget Report – In-Kind – Program Enrollment & Attendance Report – CACFP – Program Information Report (PIR) 	<p>*Action</p> <ul style="list-style-type: none"> – Budget Revision (if applicable) <p>*Monthly Reports</p> <ul style="list-style-type: none"> – Staffing Changes – Budget Report – In-Kind – Program Enrollment & Attendance Report – CACFP – Program Information Report (PIR) 	<p>*Action</p> <ul style="list-style-type: none"> – Budget Revision (if applicable) <p>*Monthly Reports</p> <ul style="list-style-type: none"> – Staffing Changes – Budget Report – In-Kind – Program Enrollment & Attendance Report – CACFP – Program Information Report (PIR)
	November 12, 2026	December 10, 2026	January 14, 2027	February 12, 2027	March 11, 2027	April 8, 2027	May 13, 2027
Board of Directors	<p>*Action</p> <ul style="list-style-type: none"> – Program Information Report (PIR) 2025-2026 – Program Annual Report – Budget Revision (if applicable) <p>*Monthly Reports</p> <ul style="list-style-type: none"> – Budget Report – In-Kind – Program Enrollment & Attendance Report – CACFP – Program Information Report (PIR) 	<p>*Action</p> <ul style="list-style-type: none"> – CCMHS Self-Assessment Quarterly Report and Goals Updates – Budget Revision (if applicable) <p>*Monthly Reports</p> <ul style="list-style-type: none"> – Budget Report – In-Kind – Program Enrollment & Attendance Report – CACFP – Program Information Report (PIR) 	<p>*Action</p> <ul style="list-style-type: none"> – Budget Revision (if applicable) <p>*Monthly Reports</p> <ul style="list-style-type: none"> – Budget Report – In-Kind – Program Enrollment & Attendance Report – CACFP – Program Information Report (PIR) 	<p>*Action</p> <ul style="list-style-type: none"> – 2026-2027 Criteria for defining Enrollment, Recruitment, Selection, Eligibility and Attendance (ERSEA) – Budget Revision (if applicable) <p>*Monthly Reports</p> <ul style="list-style-type: none"> – Budget Report – In-Kind – Program Enrollment & Attendance Report – CACFP – Program Information Report (PIR) 	<p>*Action</p> <ul style="list-style-type: none"> – CAPMC Audit Reports – Budget Revision (if applicable) <p>*Monthly Reports</p> <ul style="list-style-type: none"> – Budget Report – In-Kind – Program Enrollment & Attendance Report – CACFP – Program Information Report (PIR) 	<p>*Action</p> <ul style="list-style-type: none"> – Budget Revision (if applicable) <p>*Monthly Reports</p> <ul style="list-style-type: none"> – Budget Report – In-Kind – Program Enrollment & Attendance Report – CACFP – Program Information Report (PIR) 	<p>*Action</p> <ul style="list-style-type: none"> – Budget Revision (if applicable) <p>*Monthly Reports</p> <ul style="list-style-type: none"> – Budget Report – In-Kind – Program Enrollment & Attendance Report – CACFP – Program Information Report (PIR)



Report to the Board of Directors

Agenda Item Number: D-11

Board of Directors' Meeting for: July 9, 2026

Author: Irene Yang

DATE: June 29, 2026

TO: Board of Directors

FROM: Irene Yang, Human Resources Director

SUBJECT: Accountant – Program Manager

I. RECOMMENDATIONS

Review and approve the revised job description for the Accountant – Program Manager position for the Fiscal department.

II. SUMMARY

Fiscal Department has experienced structural changes in 2025 from the creation of Finance Director positions and the subsequent reclassification. It has been identified to update key functions and qualifications for the Accountant – Program Manager to meet the current program changes with current talents and skills.

III. DISCUSSION

- A. Accountant – Program Manager position is a key position that works closely with Program Manager to develop budgets, track changes and has strong financial understanding to provide options for a Program Manager to reach sound decision to maximize public dollars to run solid programs and to serve clients. In this case, revised job description is intended to demonstrate that staff members under the said position are equipped with strong skills in budget creation, budget modification and understanding of funding sources.
- B. Accountant – Program Manager position was opened for recruitment last September 2025 with an eligibility list being created in October 2025. Outcomes from recruitment activities resulted in three eligible candidates and three disqualified candidates. Many resumes were screened out for lacking a bachelor's degree in business/accounting field. Subsequently, it will be a viable option to expand the qualification for an associate's degree in business/accounting field along with at least six years of relevant experience in working in a grant accounting environment.
- C. Applicable employees will receive revised job description when approved.

IV. FINANCIAL IMPACT: The position is pay range of 32.0, and the compensation is set at \$79,464 – 96,816 annually for wages and \$791.78 is the health insurance benefit cost. The position is funded under indirect pool.



06/26

Community Action Partnership of Madera County

JOB TITLE: ACCOUNTANT - PROGRAM MANAGER

DEPARTMENT: Fiscal

REPORT TO: Finance Director – Grants Management

SUPERVISE: N/A

COMPENSATION: Range 32.0

FLSA: Exempt

JOB OVERVIEW: This position is responsible for payrolls, budget development, expenditure control, monitoring of specific grant awards, and collection of receivables. Perform accounting, auditing and fiscal analysis duties involved in the preparation, maintenance, analysis, and verification of the agency's fiscal records, monthly financial statements, cash flow analysis, monthly reconciliations, and reports to various federal and state agencies and funding sources. Supervise vendor payments, payroll, and payroll reporting for specific grant awards. Prepare and implement accounting procedures in accordance with GAAP to ensure accountability. Serve as a resource for interpretation of federal, state, and local laws, codes and regulations, especially related to funding terms and conditions.

QUALIFICATIONS:

To perform this job successfully, the individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills, abilities, core competencies, and/or physical required. As required by state and federal law, reasonable accommodations will be made to enable individuals with disabilities to perform the essential functions of the position so long as they do not pose an undue hardship to CAPMC.

EDUCATION and EXPERIENCE:

- Bachelor's degree in Business Administration with emphasis in accounting
- Four years of increasingly responsible experience in the maintenance of fiscal records requiring knowledge of accounting. Non-profit or governmental accounting preferred.
- In lieu of Bachelor's degree, AA/AS degree in Business Administration or related field and six years of increasingly responsible experience in the maintenance of fiscal records requiring knowledge of accounting. Non-profit or governmental

ACCOUNTANT – PROGRAM MANAGER

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accounting preferred.

- Experience in budget development and control.

ABILITY TO:

- Apply accounting principles and procedures.
- Analyze financial data, systems, and procedures to improve internal controls, efficiency of operations, and compliance.
- Prepare complex financial and budget statements.
- Communicate clearly, both orally and in writing.
- Prepare accurate, complete, and concise reports.
- Work effectively with other individuals.
- Exercise independent judgment and make rational and effective decisions.
- Learn, interpret, comprehend, apply, and explain policies, procedures, laws, codes and regulations, especially related to funding terms and conditions, payroll, and expenditures.
- Use Microsoft Outlook, Teams, 365 products.

KNOWLEDGE OF:

- Generally accepted accounting principles and governmental fund accounting.
- Preparation of payroll and payroll reporting.
- Computerized accounting system.
- Encumbrances and fund accounting.
- Personnel and public administration as well as principles of business management.
- Applicable software applications.
- Basic principles and techniques of management and program administration.
- Principles of procurement and property controls.

CORE COMPETENCIES:

- Customer Commitment – proactively seeks to understand the needs of CAPMC customers, populations, and communities served by CAPMC and provides 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 the populations and communities served by CAPMC.
- Organizational Excellence – takes ownership for excellence through one's personal effectiveness and dedication to the continuous improvement of CAPMC's 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 taking into account the provisions of CAPMC's absenteeism policies and consistent with laws and regulations such

ACCOUNTANT – PROGRAM MANAGER

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as the Family Medical Leave Act (FMLA), California Family Rights Act (CFRA), Pregnancy Disability Leave (PDL) and other federal, state and local standards.

- Able to perform the essential job functions of the job subject the potential reasonable accommodations subject to the standards and limitations of the ADA, FEHA and federal, state leave laws including, without limitation, the FMLA, CFRA, PDL and other federal and state laws and regulations.

MAJOR DUTIES & RESPONSIBILITIES:

LEADERSHIP

- Adheres to and applies the CAPMC mission, values, standards, policies and procedures.
- Attends mandatory new employee orientation/ mentor activities.
- Attends trainings, 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.
- Interacts 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, parent, 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.
- Shares information and knowledge with appropriate staff members.
- Works as a team member to support the functions and operations of the Department and the Agency.

ADMINISTRATION:

- Addresses deficiencies to meet satisfaction from stakeholders listed on the Agency's strategic plan.
- Aligns departmental goals and objectives with mission, vision and CAP Quest strategic plan.

ACCOUNTANT – PROGRAM MANAGER

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- Analyzes potential impacts from multiple sectors of provided programs and services by conducting surveys with staff, customers and stakeholders. Identifies feasibilities and implements provisions to address disputes.
- Attends meetings as assigned by the Executive Director.
- Continues providing solutions toward advancing the objective of the mission, helping people, changing lives.
- Provides departmental orientation for new staff.
- Provides initiatives in identifying the need for action by the Board of Directors to develop or revise appropriate policies and assists the Board in interpreting policies, directives, and instructions of State and other Federal funding sources.
- Reviews organizational structure with departmental staff annually and maintains clear and consistent communication with all staff, services and procedures.
- Tracks statistics relevant to development and provides department with written materials necessary by funding source / CAPMC Strategic Plan.
- Works closely with the Executive Director to ensure department direction and mission are accomplished.

ACCOUNTING / PROGRAM DUTIES

- Budget development, expenditure, budget projections, control, and monitoring of assigned programs.
- Proper coding and posting of all payroll and payroll related items.
- Reviews and authorizes expenditures.
- Interpret and explain fiscal policies and procedures.
- Maintains and reconciles a variety of general ledgers, reports, and account records and subsystems, such as cash accounts payable, accounts receivable, payroll, and fixed assets.
- Preparation of expenditure reports to the funding sources.
- Reviews accrual of sick, vacation, and administrative leave/management time.
- Preparation of monthly financial statements, cash flow analysis, schedules, and other complex and comprehensive financial reports.
- Researches and analyzes transactions for allowability, cost allocation, and reasonableness and classification of expenditures and verifying availability of funds.
- In-service training for new employees.
- Provides, maintains, and monitors purchase orders and accounts payable system.
- Provides information as required by monitoring agencies for all fiscal audits and reviews. Correct audit exceptions or disallowances.
- Maintains system to monitor attendance at child development centers.
- Maintains Fixed Asset Inventory and property records, including depreciation.

OTHER DUTIES:

- Adheres to the Americans with Disabilities Act of 1990 (ADA) and California Fair Employment and Housing Act, in interactions with the population and communities served by CAPMC in this position which, among other things, prohibits discriminatory conduct towards any qualified individuals with disabilities.

ACCOUNTANT – PROGRAM MANAGER

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Children with disabilities are enrolled in the classroom as mandated by federal and state laws.

- Ensures strict compliance with Universal Precautions (CDC guidelines developed to prevent the transmission of bloodborne pathogens, such as HIV and hepatitis B, which includes guidelines regarding hand hygiene, Personal Protective Equipment (PPE), Safe Handling of sharps and contaminated materials, and environment cleaning and disinfection of surfaces and equipment) during work-related visits or when administering first aid.
- Other duties as assigned within scope of job classification.

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 pass health screening and TB skin test or chest x-ray.
- Must meet SB 792 immunization requirement.
- Must meet AB 1207 mandated reporter training requirement.
- 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 an 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 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 always ensure maximum safety for oneself, fellow employees, clients, and children.

PHYSICAL ACTIVITIES AS NEEDED TO PERFORM THE ESSENTIAL FUNCTIONS OF THE POSITION

- **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.

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- Climbing: Ascending or descending ladders, stairs, stepping stools, 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.
- 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) (with or without correction). 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.

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- 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.
- 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 (with or without correction) 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 (with or without correction). 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 will be made to enable individuals with disabilities to perform the essential functions so long as they do not pose an undue hardship to CAPMC.

WORKING CONDITIONS

- Since several of the job duties require the worker to work outside on a regular basis, the worker will be subject to environmental working conditions, inclement and / or hot weather, etc. Activities occur inside and outside.

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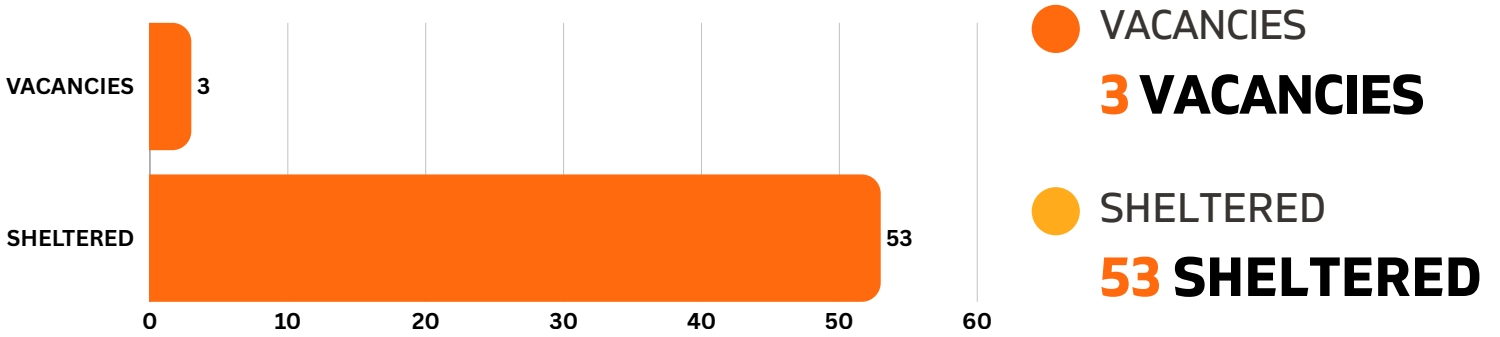
- The worker may be exposed to infectious diseases while working and interacting with the populations and communities served by CAPMC in this position.

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

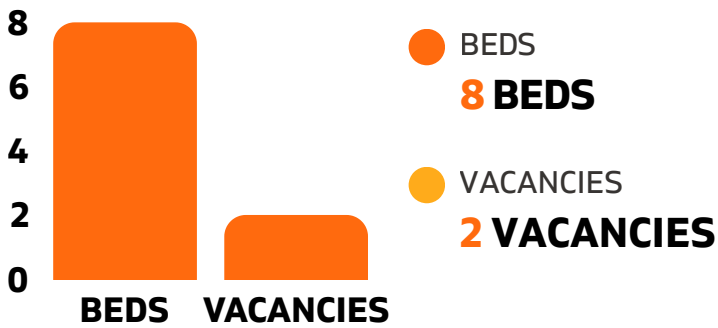
MONTHLY REPORT

**JUNE
2026**

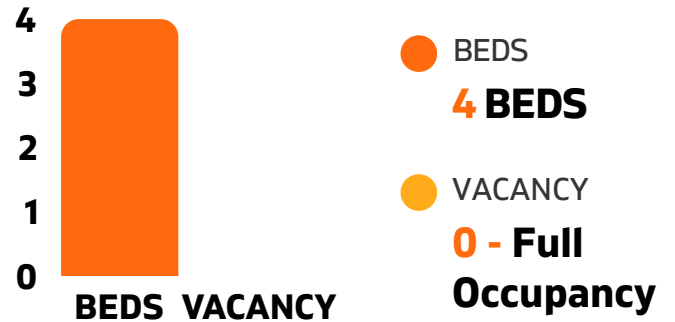
SHUNAMMITE PLACE



MMHSA (CHOWCHILLA)

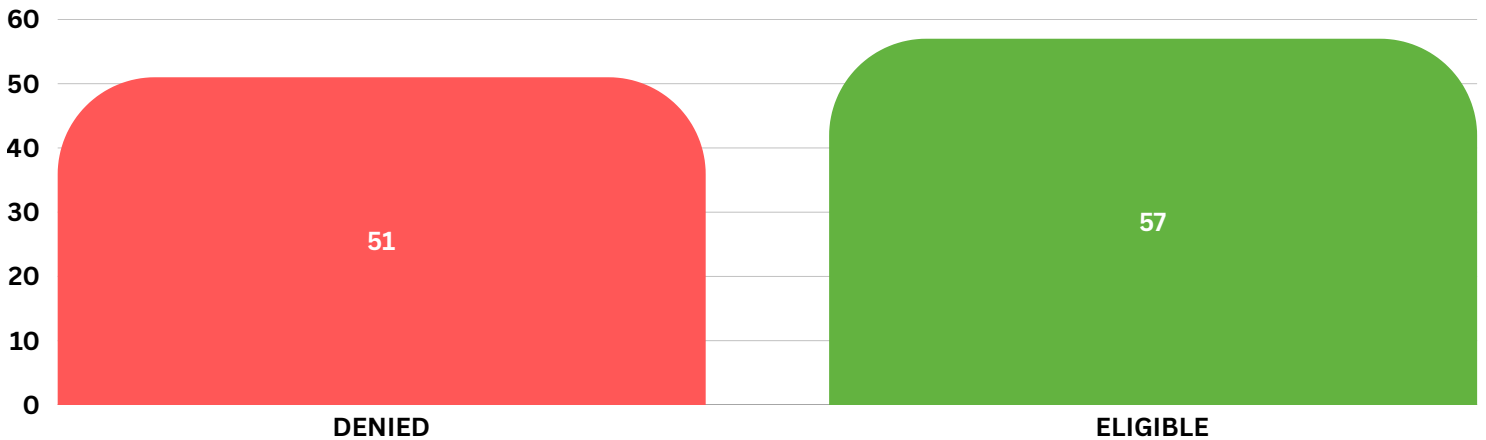


MMHSA (MADERA)



LIHEAP

108 APPLICATIONS PROCESSED





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



JUNE 2026

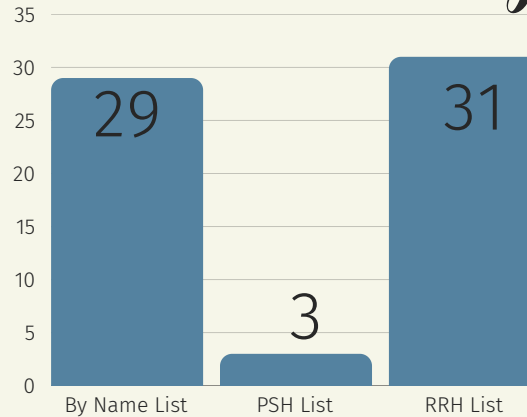
Housed



Permanent Housing: 7

Permanent Supportive Housing: 0

Coordinated Entry

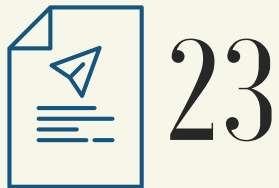


Sheltered



7

Referrals Received



Clients Served YTD

Chowchilla City

68

Madera City

457

Eastern Madera

61



586



Homeless Engagement for Living Program (HELP Center) Services Report - June 2026

Below are the number of services provided and contacts made in Madera County for the period of 06/01-30/2026.

	Individuals	Families	DV	TAY	Veterans
Madera City	413	44	5	28	2
Chowchilla City	68	0	0	0	0
Eastern Madera	59	2	3	2	0
Total:	540	46	8	30	2

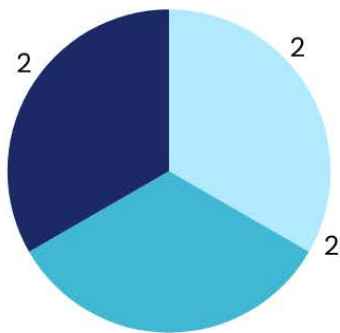
HOUSING SERVICES	CURRENT MONTH	YEAR TO DATE
ONGOING CASE MANAGEMENT	98	409
SHELTER	7	66
REFERRED TO TRIAGE - MRM	10	131
TRIAGE HOUSING	2	43
REUNIFICATION WITH FAMILY	0	4
HOUSING RESOURCE GUIDE	6	95
SUBMITTED RENTAL APPLICATIONS	6	108
PERMANENT HOUSING	7	87
PERMANENT SUPPORTIVE HOUSING	0	18
PROVIDED MOVE-IN COSTS	4	31
DOCUMENT COLLECTION	CURRENT MONTH	YEAR TO DATE
DMV VOUCHER FOR ID	11	111
ASSISTED IN OBTAINING DOCUMENTS THROUGH CONSULATE	1	5
SOCIAL SECURITY CARD	3	30
BIRTH CERTIFICATE	3	27
INCOME VERIFICATION	10	72
DISABILITY CERTIFICATION	7	49
PSH SUPPORT LETTERS	0	24
EMOTIONAL SUPPORT ANIMAL LETTER	0	4
REFERRALS	CURRENT MONTH	YEAR TO DATE
WORKFORCE	8	77
VICTIM SERVICES	2	20
VETERAN AFFAIRS	1	7
BEHAVIORAL HEALTH	31	346
REFERRED TO BH BRIDGE HOUSING	0	11
REFERRED TO BHS-HOPE HOUSE	0	26
IMMIGRATION SERVICES	2	9
FOSTER CARE SERVICES	0	0
RH COMMUNITY BUILDERS	2	14
RHCB-CALAIM	1	2
SUBSTANCE ABUSE PROGRAM	2	11
DEPARTMENT OF SOCIAL SERVICES - APS	2	12
DEPARTMENT OF SOCIAL SERVICES - CPS	0	1
DEPARTMENT OF SOCIAL SERVICES - HOUSING	6	43
OTHER NON-CASH BENEFITS	CURRENT MONTH	YEAR TO DATE
ASSISTED IN OBTAINING MEDICAL APPTS	3	16
ASSISTED IN OBTAINING CASH AID / TANF	1	16
ASSISTED IN OBTAINING CALFRESH BENEFITS	1	18
ASSISTED IN OBTAINING HEALTH INSURANCE	7	22
OTHER SERVICES	CURRENT MONTH	YEAR TO DATE
SUICIDE PREVENTION	0	0
PROVIDED HYGIENE KITS	47	481
DELIVERED COMMODITIES	48	466
ASSISTED WITH SSI BENEFITS	3	13
ARRANGED TRANSPORTATION	23	193
ADVOCACY WITH LEGAL MATTER	2	6
ASSISTED IN OBTAINING A GOVT. PHONE	3	12
PROVIDED SHOES OR CLOTHES TO CLIENT	10	82
PROVIDED BICYCLE FOR TRANSPORTATION	0	3
ASSISTED WITH JOB INTERVIEW	1	10
ASSISTED IN OBTAINING INCOME	0	6
OTHER COORDINATED ENTRY	CURRENT MONTH	YEAR TO DATE
PLACED ON PSH PRIORITY LIST	3	47
PLACED ON RRH PRIORITY LIST	31	142
PLACED ON BY-NAME LIST	29	161
OTHER HOUSING SERVICES	CURRENT MONTH	YEAR TO DATE
HOMELESS PREVENTION	3	3



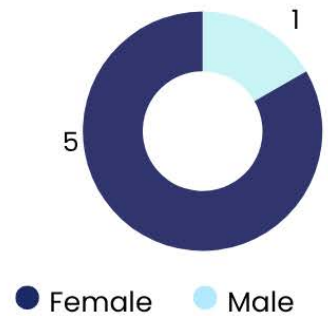
Madera County Child Advocacy Center (CAC)

June 2026

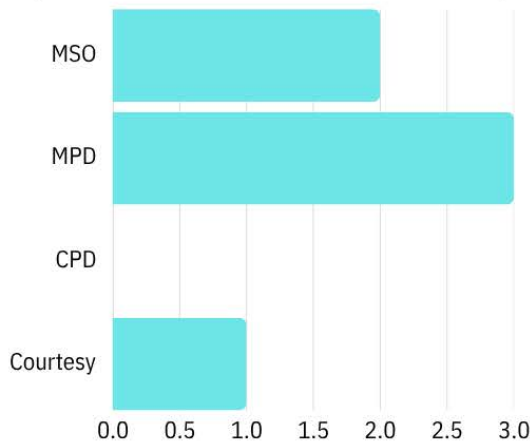
Age



Gender



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.
2026	8	12	9	8	14	6						
2025	3	5	10	11	6	7	9	9	16	8	7	6



Report to the Board of Directors

Agenda Item Number E-1

Board Meeting for July 9, 2026

Author Donna Tooley

DATE: June 29, 2026

TO: Board of Directors

FROM: Donna Tooley, Chief Financial Officer

SUBJECT: Review and Consider Authorization of a Money Market Account at Community West Bank instead of Certificate of Deposit (CD) with Victim Services Unrestricted Net Assets

I. RECOMMENDATION:

Authorize a money market account at Community West Bank with the proceeds of the current Certificate of Deposit (CD) that is scheduled to mature on July 21, 2026.

II. SUMMARY:

CAPMC invested \$400,000 of Victim Services unrestricted net assets with Community West Bank in July 2025. The money was placed in 6-month Certificates of Deposit that have earned 2.0% APY. However, each time the CD matured, new account documentation and signature cards had to be completed. Community West Bank suggested a money market account instead of the CD and has offered the same 2.0% APY. Community West Bank will still track these funds as public funds and provide collateral that exceeds the \$250,000 FDIC insurance.

III. DISCUSSION:

A. The Board of Directors approved and authorized the CD at Community West Bank at its meeting on June 12, 2025. The CD matured in January 2026 and earned \$4,043.03 in interest. The CD was reinvested and is scheduled to mature on July 21, 2026. According to the Community West Bank Notice of Maturity, the current balance of the CD is \$406,080.05.

B. Christine Hopson, AVP Banking Officer, at Community West Bank contacted CAPMC's CFO and discussed the issues with the CD renewals and account documentation and new signature cards. She suggested a money market account instead. The same 2% APY interest rate was offered and approved by the bank management.

- C. The bank has also indicated that there will not be any fees for the money market account because of the account balance.
- D. If the money market account is approved by the Board, the proceeds of the current CD and any interest earned will be used to open the money market bank account.
- E. Community West Bank will provide collateral for the public funds in excess of the FDIC insurance of \$250,000.
- F. The following positions will be authorized signers on the account:

Position	Individual
Executive Director	Mattie Mendez
Chief Financial Officer	Donna Tooley
CAPMC Board Chairperson	Eric LiCalsi
CAPMC Board Treasurer	Tyson Pogue

IV. FINANCING:

The \$400,000 plus interest will remain at Community West Bank to continue to grow the funds to open a new emergency domestic violence shelter, and the existing shelter will become transitional housing at some point in the future.



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

In the Matter of)	Resolution No. 2026-06
)	
Community Action Partnership of Madera County, Inc., organized and operating under the laws of State of California)	Resolution to Authorize Opening Money Market Account at Community West Bank with Proceeds of Certificate of Deposit xxxxxx3998 with Maturity Date of 7/21/2026
)	
Federal Employer I. D. 94-1612823)	
)	
)	

Community Action Partnership of Madera County, Inc. is authorized to open a money market account with Community West Bank to place the Victim Services funds with the proceeds of the current certificate of deposit noted above that is scheduled to mature on July 21, 2026. Community West Bank offered a 2.0% APY rate and has provided collateral for public funds of more than \$250,000.00 FDIC insurance.

As Chairperson of the Community Action Partnership of Madera County Board of Directors, and acting on behalf of the entire Board of Directors, I authorize the following individuals acting in their title and position to open any deposit or share account(s) in the name of the Corporation and endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with Community West Bank.

Judge Eric LiCalsi, Board Chairperson	
Sheriff Tyson Pogue, Board Secretary/Treasurer	
Mattie Mendez, Executive Director	
Donna Tooley, Chief Financial Officer	

The foregoing Resolution was passed by the Community Action Partnership Board of Directors at a regular meeting of the Board of Directors held on July 9, 2026, by the following vote:

Ayes _____
Noes _____
Abstain _____
Absent _____

Eric LiCalsi, Chairperson Board of Directors

Date

Attest: Tyson Pogue, Secretary/Treasurer

Date



Report to the Board of Directors

Agenda Item Number: E-2

Board of Directors Meeting for: July 9, 2026

Author: Donna Tooley

DATE: June 30, 2026

TO: Board of Directors

FROM: Donna Tooley, Chief Financial Officer

SUBJECT: Review and Approve Proposed Changes to the CAPMC Travel Policy for Reimbursement of Meals and Incidental Expenses While Traveling on Agency Business

I. **RECOMMENDATION:**

Review and approve the proposed changes to the CAPMC Travel Policy for reimbursement of meals and incidental expenses while traveling on Agency business.

II. **SUMMARY:**

CAPMC employees who have been authorized and approved to travel on Agency business are eligible to receive reimbursement for meals and incidental expenses while traveling. CAPMC has not revised the per diem meal rates in many years and meal costs have increased for those traveling on Agency business. The new policy follows the federal General Services Administration (GSA) standard meal and incidental expense (M&IE) rates and also complies with the State of California travel policy required by some of CAPMC's programs.

III. **DISCUSSION:**

- A. The draft changes to the Travel Policy are attached for your review.
- B. The proposed policy eliminates high and low-cost travel meal rates and instead uses the federal GSA M&IE rates. These rates are typically updated on October 1st of each year. The rates included are the latest ones effective for October 1, 2025.
- C. CAPMC, since it is not a governmental unit, is required to follow the State Travel policies for its Community Services and Development (CSD), California Department of Social Services (CDSS), and California Office of Emergency Services (CalOES) Programs. Since the state programs such as CDSS and CalOES are more restrictive, the allowances must be based on actual costs up to the daily maximum rates. For that reason, employees traveling for those programs must submit the receipts upon their return since this is the substantiation to support the amount of the

reimbursement. Other CAPMC travelers will not be required to submit the receipts but should retain them as documentation for the amounts claimed, up to the maximum rates.

- D. A new provision of the CAPMC policy provides that on the first and last day of travel only 75% of the maximum M&IE will be reimbursed. All other full days will be at 100%. Travel less than 12 hours is not eligible for the M&IE reimbursement.
- E. If meals are provided as part of the conference and/or registration fee, then the cost of those meals must be reduced from the maximum daily amount.

IV. FINANCING:

Travel has been budgeted in the appropriate individual grant budgets and often requires prior approval for out-of-state travel.

Meals

Travelers will be reimbursed for meal expenses while traveling on Agency business, except for travel not involving an overnight stay. Travel from one agency office or worksite to another or within the Agency's operational area will not be entitled to meal per diem.

The per diem allowance for meals shall not exceed the IRS federal standard meal and incidental expense established by the federal General Services Administration (GSA), regulations as designated by high and low cost areas as shown below. Receipts are not required for meal per diem, except for state funded programs noted below. However, receipts for meals must be maintained by the employee as substantiation that the amount claimed was not in excess of the amount of the actual expense. Receipts may be requested at any time. Travel under the California Department of Social Services, Education (CDSSE), California Office of Emergency Services (CalOES), or other state funded programs requires that meal reimbursement is based on actual expense receipts up to the maximum allowable reimbursement and employees should submit the meal receipts. Meal receipts, when required, should be the actual, detailed receipt, not the credit card receipt. The credit card receipt does not provide enough detail. Specific funding sources may have more restrictive meal reimbursement policies which supersede the guidance below. Contact your Program Manager for guidance when traveling on Agency business.

The Agency has adopted the following separate meal per diem rates when such meals are provided to the traveler or included in a conference registration, etc. For meals provided, the traveler must deduct the meal cost from the applicable meal and incidental expense rate:

	<u>Low Cost</u>	<u>High</u>
Breakfast, <u>Up to</u>	\$ 7.00 <u>\$16.00</u>	\$ 8.00
Lunch, <u>Up to</u>	11.00 <u>19.00</u>	14.00
Dinner, <u>Up to</u>	23.00 <u>28.00</u>	28.00
<u>Incidentals, Up to</u>	<u>5.00</u>	
Total <u>Daily, Up to</u>	\$41.00 <u>\$68.00</u>	<u>\$50.00</u>

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The meal per diem rates will follow the federal GSA and are typically updated

October 1st of each year. Consult the Accounting Technician ~~for~~ about the latest

travel rates, designation as high or low cost.

Meal and incidental expense per diem shall apply as follows:

1. When the travel status is 24 hours or more, on the day of departure and the last day of travel, the maximum reimbursement for actual expenses is up to 75% of the applicable M&IE GSA standard rate. Travel commencing before 7:00 a.m. shall receive breakfast per diem
2. Other full travel days will be provided at 100% of the federal standard rate established by the GSA for meals and incidentals. Travel commencing prior to noon shall receive lunch per diem
3. When the travel status is at least 12 but less than 24 hours, up to 75% of the applicable M&IE standard rate for each calendar day in a travel status.

- ~~3. When travel status is less than 12 hours, not eligible for M&E reimbursement. Travel extending beyond 6:00 p.m. shall receive dinner per diem~~
4. If a meal is provided by the conference or as part of the registration fee, per diem will not be made.
5. Continental breakfast is not considered a meal.
- ~~6. When a meal is offered in conjunction with the meeting/conference and it is in excess of the limits above, the Executive Director may approve the charge only when verifiable by the agenda or notice of the meeting where the meal and price are itemized. Otherwise, if the employee chooses to attend the meal, the excess amount of the cost will be at the employee's own expense.~~
- ~~7-6.~~ A travel expense/reimbursement claim form must be submitted for meal per diem if an advance was not requested or if traveling under CDSDE, CalOES, or other state-funded program/project.
7. Personal entertainment and alcohol are not reimbursable and should not be on receipts submitted for reimbursement.
8. Incidental expenses are small, necessary costs incurred while traveling for business that support the main purpose of the trip.. According to IRS Publication 463, incidental expenses specifically include fees and tips paid to porters, bellhops, baggage carriers, hotel staff, and shuttle drivers. Specifically excluded are laundry and cleaning of clothing, lodging taxes, telephone calls, transportation between lodging and meal locations, and mailing costs.
- ~~8.~~

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Expenses on Behalf of Others

Ordinary and necessary business expenses directly related to Agency business incurred on behalf of others, including but not limited to food, beverages and refreshments, will be reimbursed. Expenses for personal entertainment are not reimbursable. To be considered nontaxable, the Internal Revenue Service requires that the names of persons entertained, and the business purpose be shown on expense reports requesting reimbursement. Original receipts must be provided which document the date, location, event, cost, general business purpose, and names and affiliations of person in attendance.

Miscellaneous Expenses

An employee will be reimbursed for miscellaneous expenses associated with business travel not specifically addressed in the above categories. Examples include parking and tolls. Receipts are required for expenses. The Agency is not responsible for any parking tickets and/or towing expenses incurred by the employee during travel on agency business unless towing expenses are due to mechanical failure of an agency vehicle or agency-provided rental vehicle. No personal entertainment (i.e. in-room hotel movies, room service, etc.) will be reimbursed.

Travel Time Compensated

Federal and state law counts time spent attending lectures, meetings and training programs as hours worked unless all of the following apply:

1. Attendance is outside the employee's regular working hours,



Report to the Board of Directors

Agenda Item Number: E-3

Board of Directors Meeting for: July 09, 2026

Author: Maritza Gomez

DATE: June 24, 2026

TO: Board of Directors

FROM: Maritza Gomez-Zaragoza, Head Start Program Director

SUBJECT: 2025-2026 Budget Revision

I. **RECOMMENDATION:**

Review and approve the 2025-2026 Budget Revision to CAP of San Luis Obispo.

II. **SUMMARY:**

A comparison budget revision has been prepared based on the agency's funding allocation for the 2025-2026 funding year.

III. **DISCUSSION:**

- a. A budget revision has been prepared due to an unforeseen expense with an air conditioning unit at the Firebaugh MHS center. The cost of repairing the unit does not justify the expense; therefore, the vendor suggested for the unit to be replaced.
- b. Since the cost to repair the unit exceeds the \$10,000 threshold, grantee and Office of Head Start approval is needed prior to replacing the unit.
- c. Staff have prepared the budget revision to cover the cost of the AC unit replacement. The funds will be adjusted in the salary and fringe benefits categories.
- d. The budget revision requires Policy Committee and Board approval in order for the approval process to move forward.

- The 2025-2026 Budget Revision will be presented to the Policy Committee for approval on July 8, 2026.

IV. **FINANCING:** Proper adjustments have been made to the budget with no impact on the overall budget. Attached is a breakdown on the adjustments.

COMMUNITY ACTION PARTNERSHIP OF SAN LUIS OBISPO
 MIGRANT AND SEASONAL HEAD START
 COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
 BUDGET REVISION GRANT #90CM009887-01
 SEPTEMBER 1, 2025 - AUGUST 31, 2026

	<u>AWARDED 2025- 26</u>	<u>BUDGET REVISION</u>	<u>REVISED TOTALS</u>
A. SALARIES	3,950,145.00	(13,813.00)	3,936,332.00
B. FRINGE BENEFITS	1,116,441.00	(2,549.00)	1,113,892.00
C. OUT OF AREA TRAVEL	-		-
D. EQUIPMENT	-	18,000.00	18,000.00
E. SUPPLIES	284,942.00		284,942.00
F. CONTRACTUAL	15,000.00		15,000.00
H. OTHER	651,805.00		651,805.00
J. INDIRECT	547,668.00	(1,638.00)	546,030.00
K. TOTAL BUDGET *	<u>6,566,001.00</u>	<u>-</u>	<u>6,566,001.00</u>

* Total budget for the delegate is in "Contractual" on the CAPSLO NOA



BEFORE

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

In the Matter of)
Fresno Migrant Seasonal)
Head Start Program)

Resolution No. 2026-07

**Resolution to Submit the
2025-20267 Fresno Migrant
Seasonal Head Start Program
Budget Revision**

As the Chairperson of the Community Action Partnership of Madera County, Inc., acting on behalf of the entire Board of Directors, I authorize for the submission of the Fresno Migrant Seasonal Head Start Program Budget Revision. The budget revision is to address the need to replace an air conditioning unit in the amount of \$18,000.

The person authorized as the official representative of Community Action Partnership of Madera County, Inc. to submit any amendments and provide additional information as may be required by Community Action Partnership of San Luis Obispo, is the Executive Director of the Community Action Partnership of Madera County, Inc.

The foregoing Resolution was passed by the CAPMC Board of Directors at the regular Board of Directors meeting held on July 9, 2026, by the following vote:

Vote: _____ Ayes: _____

Absent: _____ Noes: _____

Eric LiCalsi, Chairperson

Date

Attest: Tyson Pogue, Secretary/Treasurer

Date



Report to the Board of Directors

Agenda Item Number: E- 4

Board of Directors Meeting for: July 9, 2026

Author Maritza Gomez-Zaragoza

DATE: June 5, 2026

TO: Board of Directors

FROM: Maritza Gomez-Zaragoza, Head Start Director

SUBJECT: Madera Regional/Early Head Start 2026-2027 Underenrollment Plan & Change in Scope Update (Informational).

I. RECOMMENDATIONS:

Informational – Underenrollment Plan per letter received on June 28, 2023 from Office of Head Start and Program Change in Scope Update.

II. SUMMARY:

CAPMC Head Start has been on an underenrollment plan since August of 2023. A change in scope (slot reduction) has been submitted to Office of Head Start as part of the plan to address the underenrollment.

III. DISCUSSION:

A. Since August of 2023, Head Start staff have been diligently working on ensuring full enrollment is reached. However, the program has not been able to reach full enrollment for six consecutive months in order to be cleared from the underenrollment status. Office of Head Start requires the program maintains full enrollment for six months to demonstrate that full enrollment is sustainable. Head Start has fallen one month short of what is required.

B. In February 2026, Head Start staff proposed a slot reduction. The application was completed, approved by the Policy Council and Board. The application was submitted in March of 2026. As of June 29, 2026, no response has been received regarding the status of the application.

C. A critical portion of the slot reduction proposal is the closure of the North Fork Head Start center. Since no information has been received from Office of Head Start on the status of the application, during the monthly meeting with the Program Specialist, it was suggested to move forward with the center closure. The suggestion was proposed since the center has not been able to meet full enrollment.

D. Program staff will be working on informing Chawanakee School District regarding the classrooms, contacting and working with staff to offer other placements. In addition, any returning families will be contacted and provided the opportunity to attend the Oakhurst site and/or attend other available preschool/child care programs.

III. FINANCIAL IMPACT: Undetermined at this time.

**MADERA/MARIPOSA REGIONAL HEAD START
ENROLLMENT PRESCHOOL COMPARISON**

SITE	CLASS	ENROLLMENT 2023-2024	PROPOSAL	CHANGES
RUTH GONZALES		17	18	
CHOWCHILLA	Class - A	17	20	
	Class - B	17	20	
EASTSIDE		17	20	
VERDEL MCKELVEY		17	20	
COTTONWOOD	AM	17	18	
FAIRMEAD	AM	17	18	
MIS TESOROS	AM	17	17	
NORTH FORK	AM	15	0	Recommendation to close pending change in scope approval
OAKHURST	PM	15	15	
VALLEY WEST	AM	15	15	
	PM	15	15	
TOTAL		196	196	Re-distribute 15 HS slots

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
FISCAL EXPENDITURE REPORT
FOR THE PERIOD ENDED JUNE 30, 2026**

DEPARTMENT/ PROGRAM TITLE	AMOUNT FUNDED	FUNDS SPENT YTD	BUDGET % YTD	ACTUAL % YTD	PROGRAM DESCRIPTION
CSBG 01/01/2026 - 12/31/2026 218	318,202.00	90,253.08	50.00%	28.36%	Provide social service programs and administrative expenses
CSBG DISCRETIONARY NO CONTRACT 217	0.00	0.00	#DIV/0!	#DIV/0!	Provide social service programs and administrative expenses
HEAD START & CHILD DEVELOPMENT					
HEAD START REGIONAL 06/1/26 - 05/31/27 311/380	4,525,023.00	99,098.04	8.33%	2.19%	Provide HS services to low income preschool children and families
HEAD START T/TA 06/1/26 - 05/31/27 310	46,025.00	0.00	8.33%	0.00%	Provide training for staff and parents
EARLY HEAD START REGIONAL 06/1/26 - 05/31/27 312	831,864.00	46,188.61	8.33%	5.55%	Provide early HS services to 50 low income infant, toddlers and pregnant women
EARLY HEAD START T/TA 06/1/26 - 05/31/27 309	13,373.00	1,305.20	8.33%	9.76%	Provide training for staff and parents
MADERA STATE CSPP/RHS LAYERED 07/01/25 - 06/30/26 319	1,288,560.00	1,189,336.95	100.00%	92.30%	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	311,470.66	75.00%	51.20%	Provide funds to serve hot meals to HS & state childcare children
MADERA MIGRANT HEAD START 03/01/26 - 02/28/27 321/362	6,303,222.00	4,852,490.15	33.33%	76.98%	Provide HS services to migrant and seasonal children and families
MADERA MIGRANT HS TRAINING 03/01/26 - 02/28/27 320	30,177.00	18,063.38	33.33%	59.86%	Provide training for staff and parents
MADERA MIGRANT CHILD CARE - PART YEAR 07/01/25 - 06/30/26 322/324	992,716.00	941,846.21	100.00%	94.88%	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	167,775.35	100.00%	98.73%	Provide start up funding for supplies and staff to provide services to migrant eligible infant and toddlers
REGIONAL MADERA COE QUALITY COUNTS 06/01/2026 - 05/31/2027 356	187,412.76	0.00	8.33%	0.00%	Provide low-income children high quality preschool programs with focus on child development, teaching, and program/environment quality

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
FISCAL EXPENDITURE REPORT
FOR THE PERIOD ENDED JUNE 30, 2026**

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	4,038,101.44	83.33%	61.50%	Provide HS services to to migrant and seasonal children and families
FRESNO MIGRANT HS -TRAINING 09/01/25 - 08/31/26 330	82,690.00	53,514.91	83.33%	64.72%	Provide training for staff and parents
FRESNO MIGRANT FRESNO COE QUALITY COUNTS 09/01/2025 - 08/31/2026 351	425,745.25	0.00	83.33%	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	245,324.28	100.00%	88.52%	Provides training and education to parentx to strengthen family relationships

COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
 FISCAL EXPENDITURE REPORT
 FOR THE PERIOD ENDED JUNE 30, 2026

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	7,997.00	100.00%	100.00%	Training and supplies for child care providers
R & R GENERAL 07/01/25 - 06/30/26 401	297,087.00	265,317.83	100.00%	89.31%	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	199,493.47	100.00%	64.96%	Provide subsidized child care for eligible foster children
CHILD CARE INITIATIVE PROJECT 07/01/25 - 06/30/26 424	55,064.00	49,122.57	100.00%	89.21%	Recruiting and training child care providers for infants and toddlers
ALTERNATIVE PAYMENT 07/01/25 - 06/30/26 414	8,294,765.00	4,985,241.25	100.00%	60.10%	Provide subsidized child care for eligible families
ALTERNATIVE PAYMENT STAGE 2 07/01/25 - 06/30/26 427	1,848,171.00	1,118,366.74	100.00%	60.51%	Provide subsidized child care for eligible families
ALTERNATIVE PAYMENT STAGE 3 07/01/25 - 06/30/26 428	1,166,253.00	981,661.03	100.00%	84.17%	Provide subsidized child care for eligible families

**COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY, INC.
FISCAL EXPENDITURE REPORT
FOR THE PERIOD ENDED JUNE 30, 2026**

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	241,871.16	75.00%	71.08%	Assist victims of sexual assault
VICTIM WITNESS/CALOES 10/01/25 - 09/30/26 501	435,577.00	265,640.70	75.00%	60.99%	Assist victims of crime
SHELTER-BASED DOMESTIC VIOLENCE 10/01/25 - 09/30/26 533	539,465.00	364,541.05	75.00%	67.57%	Provide shelter services for domestic violence victims
DOM. VIO. MARRIAGE LICENSE 07/01/25 - 06/30/26 502	22,000.00	12,278.40	100.00%	55.81%	Provides shelter and services to domestic violence victims
DOMESTIC VIOLENCE RESTITUTION 07/01/25 - 06/30/26 504	4,000.00	0.00	100.00%	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	100.00%	0.00%	Assist victims of domestic violence
VICTIM SERVICES CENTER FUND 07/01/25 - 06/30/26 DONATIONS ONLY 510	2,500.00	17,698.47	100.00%	707.94%	Assist with program operations for all Victim Services clients
UNSERVED/UNDERSERVED VICTIM ADVOCACY & OUTREACH 01/01/26 - 12/31/26 508	196,906.00	90,368.43	50.00%	45.89%	Assist unserved/underserved, primarily Hispanic, victims of crime
TRANSITIONAL HOUSING 01/01/26 - 12/31/26 531	135,000.00	70,456.13	50.00%	52.19%	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	3,004.48	100.00%	300.45%	Provide child sexual assault interviews
CHILD ADVOCACY CENTER (KC) PROGRAM CALOES 04/01/2026 - 03/31/2027 535	200,000.00	41,526.48	25.00%	20.76%	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 JUNE 30, 2026

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	0.00	#DIV/0!	#DIV/0!	Administration of the FEMA program
E.C.I.P./LIHEAP (11/01/25 - 06/30/27) 203	785,672.00	265,837.72	40.00%	33.84%	Assistance for low income clients for energy bills and weatherization services
E.C.I.P./LIHEAP (11/01/24 - 06/30/26) 208	950,228.00	950,168.33	100.00%	99.99%	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	38,167.91	100.00%	76.34%	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 JUNE 30, 2026**

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	100.00%	100.00%	Provides funding for homeless support and emergency services
SHUNAMMITE PLACE 11/01/25 - 10/31/26 224	848,597.00	547,379.34	66.67%	64.50%	Provides permanent supportive housing for homeless people with disabilities
CITY OF MADERA - CDBG 07/01/25 - 06/30/26 231	20,000.00	20,007.91	100.00%	100.04%	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	310,309.70	71.43%	89.50%	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	146,919.30	38.89%	22.09%	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	526,635.86	100.00%	100.00%	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 - 10/31/26 284	539,797.00	319,462.62	66.67%	59.18%	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	206,395.75	36.36%	20.64%	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
May 31, 2026**

F-4A

	<u>This Year</u>
Assets	
1113- CASH IN WESTAMERICA PAYROLL CK	5,437.20
1117- CASH IN WESTAMERICA ACCTS PAYABLE CHECKING	564,862.77
1122- SAVINGS - WESTAMERICA	4,805,513.42
1124- CD VICTIM SERVICES - COMMUNITY WEST BANK	404,087.31
1130- PETTY CASH	650.00
1197- EFT CLEARING - ACCTS. PAY.	398.42
1310- GRANTS RECEIVABLE	4,288,980.98
1320- ACCOUNTS RECEIVABLE	50,097.51
1323- A/R IGNITE MY CITY CHURCH	282.27
1328- EMPLOYEE & TRAVEL ADVANCES	0.00
1329- ADVANCE CLEARING	19,867.76
1410- PREPAID EXPENSES	110,268.38
1412- PREPAID POSTAGE	2,054.42
1420- SECURITY DEPOSITS	43,261.04
1421- WORKERS' COMP DEPOSIT	63,943.00
1450- INVENTORY	10,899.06
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
	<hr/>
Total Assets	<u><u>29,382,906.44</u></u>
Liabilities and Net Assets	
2101- ACCOUNTS PAYABLE	1,136,447.23
2111- ACCOUNTS PAYABLE - MANUAL	57,548.63
2112- ACCOUNTS PAY-FUNDING SOURCE	626,042.48
2115- A/P OTHERS	2,335.40
2121- ACCRUED PAYROLL	78,687.83
2122- ACCRUED VACATION	1,129,553.78
2123- ACCRUED PAYROLL - MANUAL	849.40
2211- FICA PAYABLE	92,397.08

2212- FICA-MED PAYABLE	21,609.18
2213- FIT PAYABLE	53,911.00
2215- SIT PAYABLE	27,226.93
2216- SDI PAYABLE	9,686.78
2217- SUI PAYABLE	6,734.10
2218- GARNISHMENTS PAYABLE	0.00
2220- WORKER'S COMP PAYABLE	21,661.63
2231- RETIREMENT PAYABLE-ER CONTRIB	974,329.94
2232- W/H RETIREMENT	(10.00)
2244- KAISER MID20	4,403.43
2245- KAISER HIGH15	27,964.79
2248- KAISER LOW30	2,344.70
2249- KAISER DHMO40	4,684.77
2252- SELF INSURANCE - LIFE & ADD	418.85
2253- VISION INSURANCE PAYABLE	(257.36)
2254- SELF INSURANCE - DENTAL	70,816.48
2255- UNION DUES & FEE PAYMENTS	0.00
2258- TELEMEDICINE	120.00
2259- TELEMEDICINE BUNDLE PLAN	(26.75)
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	3,804.81
2410- DEFERRED GRANT REVENUE	4,420,161.54
2415- RESERVE ACCOUNT	115,587.00
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>26,509,005.37</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	(126,434.09)
Total Net Assets	<u>2,873,901.07</u>
Total Liabilities and Net Assets	<u><u>29,382,906.44</u></u>

Community Action Partnership of Madera County, Inc.
Consolidated Revenue and Expense
May 31, 2026

F-4B

	<u>Year-To-Date</u>
	<u>Actual</u>
<u>Revenues</u>	
4110- GRANT INCOME-FEDERAL	22,045,114.31
4120- GRANT INCOME-STATE	10,985,165.40
4130- GRANT INCOME-AREA	252,828.47
4210- DONATIONS	34,794.74
4220- IN KIND CONTRIBUTIONS	2,428,268.36
4315- CHILD CRE REVENUE-STATE	10,099.65
4320- INTEREST INCOME	7,242.35
4330- SALE OF ASSETS	7,000.00
4350- RENTAL INCOME	73,209.18
4390- MISCELLANEOUS INCOME	2,227.70
4900- INDIRECT COST REIMBURSEMENT	2,686,082.63
Total Revenues	<u>38,532,032.79</u>
<u>Expenses</u>	
5010- SALARIES & WAGES	13,470,590.00
5012- DIRECTOR'S SALARY	190,819.61
5020- ACCRUED VACATION PAY	765,481.53
5112- HEALTH INSURANCE	1,387,391.00
5114- WORKER'S COMPENSATION	362,492.17
5116- PENSION	807,834.39
5122- FICA	1,090,813.23
5124- SUI	122,382.49
5125- DIRECTOR'S FRINGE	78,764.68
5130- ACCRUED VACATION FICA	45,926.61
6110- OFFICE SUPPLIES	78,879.21
6112- DATA PROCESSING SUPPLIES	666,910.33
6121- FOOD	423,654.90
6122- KITCHEN SUPPLIES	56,635.70
6130- PROGRAM SUPPLIES	815,078.05
6132- MEDICAL & DENTAL SUPPLIES	32,892.30
6134- INSTRUCTIONAL SUPPLIES	30,327.04
6140- CUSTODIAL SUPPLIES & MAINTENANCE TOOLS	135,333.93
6142- LINEN/LAUNDRY	160.00
6143- FURNISHINGS	57,139.67
6150- UNIFORM RENTAL/PURCHASE	1,021.12
6170- POSTAGE & SHIPPING	31,191.89
6180- EQUIPMENT RENTAL	216,188.69
6181- EQUIPMENT MAINTENANCE	37,828.40
6216- CAPITAL EXPENDITURES > \$1000	4,000.00

6221- EQUIPMENT OVER > \$5000	488,429.93
6310- PRINTING & PUBLICATIONS	28,193.08
6312- ADVERTISING & PROMOTION	14,101.04
6320- TELEPHONE	280,831.97
6410- RENT	1,583,014.57
6420- UTILITIES/ DISPOSAL	495,483.48
6432- BUILDING & GROUNDS REPAIRS/ MAINTENANCE	350,559.65
6433- GROUNDS MAINTENANCE	79,639.28
6436- PEST CONTROL	31,385.43
6437- BURGLAR & FIRE ALARM	44,358.79
6440- PROPERTY INSURANCE	158,998.09
6510- AUDIT	65,330.00
6520- CONSULTANTS	94,689.20
6522- CONSULTANT EXPENSES	1,013.77
6524- CONTRACTS	227,747.92
6530- LEGAL	82,245.59
6540- CUSTODIAL SERVICES	118,632.48
6555- MEDICAL SCREENING/DEAT/STAFF	9,985.50
6610- GAS & OIL	54,071.50
6620- VEHICLE INSURANCE	174,367.71
6630- VEHICLE LICENSE & FEES	10.00
6640- VEHICLE REPAIR & MAINTENANCE	92,391.37
6712- STAFF TRAVEL-LOCAL	13,834.74
6714- STAFF TRAVEL-OUT OF AREA	75,868.07
6722- PER DIEM - STAFF	4,398.90
6730- VOLUNTEER TRAVEL	7,129.61
6742- TRAINING - STAFF	94,897.36
6744- TRAINING - VOLUNTEER	3,867.43
6750- FIELD TRIPS	434.35
6810- BANK CHARGES	5,277.60
6832- LIABILITY INSURANCE	55,726.00
6834- STUDENT ACTIVITY INSURANCE	4,830.44
6840- PROPERTY TAXES	6,463.84
6850- FEES & LICENSES	121,404.46
6851- CPR FEES	6,627.00
6852- FINGERPRINT	9,604.25
6870- EMPLOYEE RECOGNITION	1,391.85
6875- EMPLOYEE HEALTH & WELFARE	60,017.34
6892- CASH SHORT/OVER	(0.20)
7110- PARENT ACTIVITIES	4,228.79
7111- PARENT MILEAGE	1,299.21
7112- PARENT INVOLVEMENT	5,238.31
7114- PC ALLOWANCE	4,470.00
7116- POLICY COUNCIL FOOD ALLOWANCE	1,330.27
7210- TRANSPORTATION VOUCHERS	1,664.33
7224- CLIENT RENT	151,714.53
7226- CLIENT LODGING/SHELTER	191,756.00

7230- CLIENT FOOD	7,366.93
7240- DIRECT BENEFITS	7,261,949.54
7241- DIRECT BENEFITS - COLA	46,008.00
7245- DIRECT BENEFITS - STATE	10,099.65
8110- IN KIND SALARIES	1,925,147.15
8120- IN KIND RENT	471,745.43
8130- IN KIND - OTHER	31,375.78
9010- INDIRECT COST ALLOCATION	2,686,082.63
Total Expenses	<u>38,658,466.88</u>

Excess Revenue Over (Under) Expenditures (126,434.09)

MADERA COUNTY
246- HHAP R4

Year to Date Expenses

	<u>-000-74</u>	<u>-077-74</u>	<u>-000-75</u>	<u>-077-75</u>	<u>-000-18</u>	<u>-077-18</u>	<u>-000-90</u>	
	<u>Rapid</u>	<u>Rapid Rehousing</u>	<u>Operating</u>	<u>Operating</u>	<u>Street</u>	<u>Street</u>		
9010 Indirect	6,231.06	436.42	5,995.87	952.40	9,180.60	933.18	335.38	24,064.91
Subtotal - HUD Funding	74,704.26	5,232.25	71,884.56	11,418.29	110,066.26	11,187.92	4,020.85	288,514.39
	<u>-000-74</u>	<u>-077-74</u>	<u>-000-75</u>	<u>-077-75</u>	<u>-000-18</u>	<u>-077-18</u>	<u>-000-90</u>	
	<u>Rapid</u>	<u>Rapid Rehousing</u>	<u>Operating</u>	<u>Operating</u>	<u>Street</u>	<u>Street</u>	<u>Administration</u>	
	<u>Rehousing</u>	<u>YSA</u>	<u>Subsidies</u>	<u>Subsidies YSA</u>	<u>Outreach</u>	<u>Outreach YSA</u>		
Budget:	74,704.26	8,505.93	107,193.17	11,418.29	115,871.14	14,746.69	14,269.64	346,709.12
Direct Budget:	68,473.20	7,796.45	98,252.22	10,465.89	106,206.36	13,516.67	13,079.41	317,790.20
Remaining balance for total funding:	-	3,273.68	35,308.61	-	5,804.88	3,558.77	10,248.79	58,194.73
Remaining direct cost:	-	3,000.62	32,363.53	-	5,320.70	3,261.93	9,393.94	53,340.72

MADERA COUNTY

276- HHAP R5

7224 Client Food
 7240 Direct Benefits
 9010 Indirect

Year to Date Expenses

	<u>-000-74</u>	<u>-077-74</u>	<u>-000-75</u>	<u>-077-75</u>	<u>-000-18</u>	<u>-077-18</u>	<u>-000-90</u>	
	<u>Rapid</u>	<u>Rapid Rehousing</u>	<u>Operating</u>	<u>Operating</u>	<u>Street</u>	<u>Street</u>		
								0.00
								0.00
	1,263.52	-	-	-	3,063.19	-	-	4,326.71
Subtotal - HUD Funding	15,148.41	0.00	0.00	0.00	86,152.01	0.00	0.00	101,300.42
	<u>-000-74</u>	<u>-077-74</u>	<u>-000-75</u>	<u>-077-75</u>	<u>-000-18</u>	<u>-077-18</u>	<u>-000-90</u>	
	<u>Rapid</u>	<u>Rapid Rehousing</u>	<u>Operating</u>	<u>Operating</u>	<u>Street</u>	<u>Street</u>	<u>Administration</u>	
	<u>Rehousing</u>	<u>YSA</u>	<u>Subsidies</u>	<u>Subsidies YSA</u>	<u>Outreach</u>	<u>Outreach YSA</u>		
Budget:	84,725.78	-	38,522.12	17,511.45	515,189.20	9,205.23	-	665,153.78
Direct Budget:	77,658.82	-	35,309.00	16,050.82	477,222.00	8,438.24	-	614,678.88
Remaining balance for total funding:	69,577.37	-	38,522.12	17,511.45	429,037.19	9,205.23	-	563,853.36
Remaining direct cost:	63,773.93	-	35,309.00	16,050.82	394,133.18	8,438.24	-	517,705.17

HUD -224

	-80 Supportive	-85 VAWA	-90 Adm.	All Total	-80 Supportive	-90 Adm.	All Total	-80 Supportive	-85 VAWA	-90 Adm.	All Total
4350/4 Rental/Misc. Income				0.00			0.00	0.00	0.00	0.00	0.00
5010 Salaries & Wages	169,061.19		2,890.71	171,951.90	142,852.98	2,354.84	145,207.82	26,208.21	0.00	535.87	26,744.08
5012 Director's Salary				0.00			0.00	0.00	0.00	0.00	0.00
5020 Accrued Vacation Pay	8,773.36		197.28	8,970.64	7,423.03	161.51	7,584.54	1,350.33	0.00	35.77	1,386.10
5112 Health Insurance	18,220.70		333.11	18,553.81	15,672.86	265.85	15,938.71	2,547.84	0.00	67.26	2,615.10
5114 Workers' Compensation	9,346.38		42.59	9,388.97	7,944.71	33.29	7,978.00	1,401.67	0.00	9.30	1,410.97
5116 Pension	8,244.29		145.83	8,390.12	6,613.82	119.49	6,733.31	1,630.47	0.00	26.34	1,656.81
5122 FICA	13,858.63		223.15	14,081.78	11,708.64	182.84	11,891.48	2,149.99	0.00	40.31	2,190.30
5124 SUI	2,361.62		11.15	2,372.77	2,243.50	11.15	2,254.65	118.12	0.00	0.00	118.12
5125 Director's Fringe				0.00			0.00	0.00	0.00	0.00	0.00
5130 Accrued Vacation FICA	(82.04)		9.99	-72.05	(84.31)	10.24	-74.07	2.27	0.00	-0.25	2.02
6110 Office Supplies	371.76			371.76	279.10		279.10	92.66	0.00	0.00	92.66
6112 Data Processing Supplies	325.67			325.67	325.67		325.67	0.00	0.00	0.00	0.00
6122 Kitchen Supplies				0.00			0.00	0.00	0.00	0.00	0.00
6130 Program Supplies				0.00			0.00	0.00	0.00	0.00	0.00
6132 Medical & Dental Supplies				0.00			0.00	0.00	0.00	0.00	0.00
6140 Custodial Supplies				0.00			0.00	0.00	0.00	0.00	0.00
6143 Furnishings				0.00			0.00	0.00	0.00	0.00	0.00
6170 Postage & Shipping				0.00			0.00	0.00	0.00	0.00	0.00
6180 Equipment Rental	37.83			37.83	37.83		37.83	0.00	0.00	0.00	0.00
6181 Equipment Maintenance	6.39			6.39	6.39		6.39	0.00	0.00	0.00	0.00
6216 Capital Expenditures >\$1000				0.00			0.00	0.00	0.00	0.00	0.00
6310 Printing & Publications				0.00			0.00	0.00	0.00	0.00	0.00
6320 Telephone	5,636.01		28.30	5,664.31	5,256.76	23.93	5,280.69	379.25	0.00	4.37	383.62
6410 Rent	17,264.85		245.53	17,510.38	14,990.77	207.15	15,197.92	2,274.08	0.00	38.38	2,312.46
6420 Utilities	2,780.73		41.15	2,821.88	2,411.59	34.91	2,446.50	369.14	0.00	6.24	375.38
6432 Building R & M	178.73			178.73	178.73		178.73	0.00	0.00	0.00	0.00
6433 Grounds Maintenance				0.00			0.00	0.00	0.00	0.00	0.00
6436 Pest Control				0.00			0.00	0.00	0.00	0.00	0.00
6440 Property Insurance	1,043.52		15.36	1,058.88	883.13	12.66	895.79	160.39	0.00	2.70	163.09
6540 Custodial Services				0.00			0.00	0.00	0.00	0.00	0.00
6520 Consultants				0.00			0.00	0.00	0.00	0.00	0.00
6530 Legal				0.00			0.00	0.00	0.00	0.00	0.00
6562 Medical Exam				0.00			0.00	0.00	0.00	0.00	0.00
6564 Medical Follow-Up				0.00			0.00	0.00	0.00	0.00	0.00
6566 Dental Exam				0.00			0.00	0.00	0.00	0.00	0.00
6568 Dental Follow-Up				0.00			0.00	0.00	0.00	0.00	0.00
6610 Gas & Oil	890.03			890.03	557.92		557.92	332.11	0.00	0.00	332.11
6620 Vehicle Insurance				0.00			0.00	0.00	0.00	0.00	0.00
6640 Vehicle Repair & Maintenance	23.00			23.00			0.00	23.00	0.00	0.00	23.00
6712 Staff Travel Local				0.00			0.00	0.00	0.00	0.00	0.00
6745 Training - Participants				0.00			0.00	0.00	0.00	0.00	0.00
6820 Interest Expense				0.00			0.00	0.00	0.00	0.00	0.00
6832 Liability Insurance				0.00			0.00	0.00	0.00	0.00	0.00
6850 Fees & Licenses	108.00		51.01	159.01	108.00	51.01	159.01	0.00	0.00	0.00	0.00
6860 Depreciation Expense				0.00			0.00	0.00	0.00	0.00	0.00
6875 Employee Health & Welfare				0.00			0.00	0.00	0.00	0.00	0.00
7210 Transportation Vouchers				0.00			0.00	0.00	0.00	0.00	0.00
7224 Client Rent				0.00			0.00	0.00	0.00	0.00	0.00
7226 Client Lodging/Shelter				0.00			0.00	0.00	0.00	0.00	0.00
7230 Client Food				0.00			0.00	0.00	0.00	0.00	0.00
7232 Food Vouchers				0.00			0.00	0.00	0.00	0.00	0.00
7240 Direct Benefits				0.00			0.00	0.00	0.00	0.00	0.00
9010 Indirect Cost Allocation	23,519.00	0.00	385.40	23,904.40	19,966.40	315.67	20,282.07	3,552.60	0.00	69.73	3,622.33
Subtotal - HUD Funding	281,969.65	0.00	4,620.56	286,590.21	239,377.52	0.00	243,162.06	42,592.13	0.00	836.02	43,428.15

11/01/2025-05/31/2026



258,450.65 0.00 4,235.16

Check Sum 284	281,969.65	0.00	4,620.56	286,590.21
Check Sum Rent/Misc. Income/ IN KIND	0.00	0.00		0.00

Difference	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
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Match Required

HUD Costs That Need Match	281,969.65	0.00	4,620.56	286,590.21
25% Match Required				25%
Match Required				<u>\$71,648.00</u>
CCP 272 7c				
HHAP 246 7c				
HHAP 278 7c				
(-)Excess/Short CSBG Match				<u>71,648.00</u>

Total matching funds				<u>0.00</u>
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CSBG Match can be reduced by match in funds 223, 225 & 226

**Cross-Year Rev/ Exp by Fund/ Obj w Encumbrances/w Net Assets
May 31, 2026**

<u>224 0 HUD SHUNAMMITE PLACE</u>	<u>Grant Budget</u>	<u>Current Month Actual</u>	<u>YTD Actual May 31, 2026</u>	<u>YTD Budget May 31, 2026</u>	<u>% Spent</u>	<u>YTD Encumbrance</u>	<u>Actual Plus Encumbrance</u>	<u>Budget Balance</u>
<u>Revenues</u>								
4110- GRANT INCOME-FEDERAL	\$0.00	\$87,923.21	\$482,007.38	\$0.00	0.00	\$0.00	\$482,007.38	(\$482,007.38)
4220- IN KIND CONTRIBUTIONS	0.00	952.50	9,748.13	0.00	0.00	0.00	9,748.13	(9,748.13)
4350- RENTAL INCOME	0.00	7,080.16	49,715.38	0.00	0.00	0.00	49,715.38	(49,715.38)
Total Revenues	<u>\$0.00</u>	<u>\$95,955.87</u>	<u>\$541,470.89</u>	<u>\$0.00</u>	<u>0.00</u>	<u>\$0.00</u>	<u>\$541,470.89</u>	<u>(\$541,470.89)</u>
<u>Expenses</u>								
5010- SALARIES & WAGES	\$0.00	\$22,332.40	\$140,333.71	\$0.00	0.00	\$0.00	\$140,333.71	(\$140,333.71)
5020- ACCRUED VACATION PAY	0.00	1,175.45	7,632.84	0.00	0.00	0.00	7,632.84	(7,632.84)
5112- HEALTH INSURANCE	0.00	3,258.46	23,786.83	0.00	0.00	0.00	23,786.83	(23,786.83)
5114- WORKER'S COMPENSATION	0.00	1,153.85	7,142.34	0.00	0.00	0.00	7,142.34	(7,142.34)
5116- PENSION	0.00	735.48	6,831.97	0.00	0.00	0.00	6,831.97	(6,831.97)
5122- FICA	0.00	1,719.50	11,030.64	0.00	0.00	0.00	11,030.64	(11,030.64)
5124- SUI	0.00	243.04	2,098.24	0.00	0.00	0.00	2,098.24	(2,098.24)
5130- ACCRUED VACATION FICA	0.00	(14.00)	40.68	0.00	0.00	0.00	40.68	(40.68)
6110- OFFICE SUPPLIES	0.00	577.86	1,189.34	0.00	0.00	0.00	1,189.34	(1,189.34)
6112- DATA PROCESSING SUPPLIES	0.00	455.07	6,028.09	0.00	0.00	0.00	6,028.09	(6,028.09)
6130- PROGRAM SUPPLIES	0.00	0.00	2,213.38	0.00	0.00	0.00	2,213.38	(2,213.38)
6140- CUSTODIAL SUPPLIES & MAINTENANCE	0.00	0.00	68.35	0.00	0.00	0.00	68.35	(68.35)
6143- FURNISHINGS	0.00	0.00	4,622.90	0.00	0.00	0.00	4,622.90	(4,622.90)
6170- POSTAGE & SHIPPING	0.00	0.00	82.60	0.00	0.00	0.00	82.60	(82.60)
6180- EQUIPMENT RENTAL	0.00	166.97	1,318.99	0.00	0.00	0.00	1,318.99	(1,318.99)
6181- EQUIPMENT MAINTENANCE	0.00	10.61	101.90	0.00	0.00	0.00	101.90	(101.90)
6320- TELEPHONE	0.00	681.54	4,929.62	0.00	0.00	0.00	4,929.62	(4,929.62)
6410- RENT	0.00	28,187.19	198,166.61	0.00	0.00	0.00	198,166.61	(198,166.61)
6420- UTILITIES/ DISPOSAL	0.00	3,614.55	25,637.36	0.00	0.00	0.00	25,637.36	(25,637.36)
6432- BUILDING & GROUNDS REPAIRS/ MAINTENANCE	0.00	1,656.00	7,196.68	0.00	0.00	0.00	7,196.68	(7,196.68)
6433- GROUNDS MAINTENANCE	0.00	40.00	280.00	0.00	0.00	0.00	280.00	(280.00)
6436- PEST CONTROL	0.00	0.00	397.50	0.00	0.00	0.00	397.50	(397.50)
6440- PROPERTY INSURANCE	0.00	677.86	4,839.07	0.00	0.00	0.00	4,839.07	(4,839.07)
6530- LEGAL	0.00	1,076.85	15,868.32	0.00	0.00	0.00	15,868.32	(15,868.32)
6540- CUSTODIAL SERVICES	0.00	1,110.00	5,100.00	0.00	0.00	0.00	5,100.00	(5,100.00)
6610- GAS & OIL	0.00	219.24	954.39	0.00	0.00	0.00	954.39	(954.39)
6620- VEHICLE INSURANCE	0.00	756.55	5,400.97	0.00	0.00	0.00	5,400.97	(5,400.97)
6640- VEHICLE REPAIR & MAINTENANCE	0.00	226.91	629.26	0.00	0.00	0.00	629.26	(629.26)
6712- STAFF TRAVEL-LOCAL	0.00	43.50	237.75	0.00	0.00	0.00	237.75	(237.75)
6832- LIABILITY INSURANCE	0.00	1.29	9.03	0.00	0.00	0.00	9.03	(9.03)
6850- FEES & LICENSES	0.00	0.00	1,439.26	0.00	0.00	0.00	1,439.26	(1,439.26)

7210- TRANSPORTATION VOUCHERS	0.00	0.00	400.00	0.00	0.00	0.00	400.00	(400.00)
7230- CLIENT FOOD	0.00	100.00	550.21	0.00	0.00	0.00	550.21	(550.21)
8130- IN KIND - OTHER	0.00	952.50	9,748.13	0.00	0.00	0.00	9,748.13	(9,748.13)
9010- INDIRECT COST ALLOCATION	0.00	24,797.20	45,163.93	0.00	0.00	0.00	45,163.93	(45,163.93)
Total Expenses	<u>\$0.00</u>	<u>\$95,955.87</u>	<u>\$541,470.89</u>	<u>\$0.00</u>	<u>0.00</u>	<u>\$0.00</u>	<u>\$541,470.89</u>	<u>(\$541,470.89)</u>
Excess Revenue Over (Under) Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
Beginning Net Assets - Unrestricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

8130- IN KIND - OTHER	0.00	0.00	31.25	0.00	0.00	0.00	31.25	(31.25)
9010- INDIRECT COST ALLOCATION	29,736.00	1,963.15	14,562.73	0.00	0.49	0.00	14,562.73	15,173.27
Total Expenses	<u>\$619,795.00</u>	<u>\$24,097.97</u>	<u>\$244,049.48</u>	<u>\$0.00</u>	<u>0.39</u>	<u>\$0.00</u>	<u>\$244,049.48</u>	<u>\$375,745.52</u>
Excess Revenue Over (Under) Expenditures	0.00	(37.94)	0.00	0.00	0.00	0.00	0.00	0.00
Beginning Net Assets - Unrestricted	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
Beginning Net Assets - Board Designated	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Net Assets	<u>\$0.00</u>	<u>(\$37.94)</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

285 0 PROP 47	Grant Budget	Current Month Actual	YTD Actual May 31, 2026	YTD Budget May 31, 2026	% Spent	D Encumbrance	s Encumbrance	Budget Balance
Revenues								
4120- GRANT INCOME-STATE	1000000.00	12503.52	194963.49	0.00	(0.19)	0.00	194963.49	805036.51
Total Revenues	1000000.00	12503.52	194963.49	0.00	(0.19)	0.00	194963.49	805036.51
Expenses								
5010- SALARIES & WAGES	290650.00	6774.87	70938.34	0.00	0.24	0.00	70938.34	219711.66
5020- ACCRUED VACATION PAY	0.00	302.24	3247.44	0.00	0.00	0.00	3247.44	(3247.44)
Total Salaries	290650.00	7077.11	74185.78	0.00	0.26	0.00	74185.78	216464.22
5112- HEALTH INSURANCE	54328.00	1583.55	12664.70	0.00	0.23	0.00	12664.70	41663.30
5114- WORKER'S COMPENSATION	13615.00	335.85	3799.70	0.00	0.28	0.00	3799.70	9815.30
5116- PENSION	14532.00	180.09	3518.49	0.00	0.24	0.00	3518.49	11013.51
5122- FICA	26106.00	487.97	5492.37	0.00	0.21	0.00	5492.37	20613.63
5124- SUI	2604.00	0.00	1266.66	0.00	0.49	0.00	1266.66	1337.34
5130- ACCRUED VACATION FICA	0.00	(6.86)	119.79	0.00	0.00	0.00	119.79	(119.79)
Total Fringe Benefits	111185.00	2580.60	26861.71	0.00	0.24	0.00	26861.71	84323.29
6110- OFFICE SUPPLIES	1800.00	0.00	859.76	0.00	0.48	0.00	859.76	940.24
6112- DATA PROCESSING SUPPLIES	4000.00	0.00	9964.68	0.00	2.49	0.00	9964.68	(5964.68)
6130- PROGRAM SUPPLIES	3000.00	151.05	151.05	0.00	0.05	0.00	151.05	2848.95
6143- FURNISHINGS	5000.00	0.00	0.00	0.00	0.00	0.00	0.00	5000.00
6170- POSTAGE & SHIPPING	360.00	0.00	0.00	0.00	0.00	0.00	0.00	360.00
Total Supplies	14160.00	151.05	10975.49	0.00	0.78	0.00	10975.49	3184.51
6180- EQUIPMENT RENTAL	3600.00	0.00	0.00	0.00	0.00	0.00	0.00	3600.00
6181- EQUIPMENT MAINTENANCE	540.00	0.00	0.00	0.00	0.00	0.00	0.00	540.00
6310- PRINTING & PUBLICATIONS	200.00	0.00	107.43	0.00	0.54	0.00	107.43	92.57
6312- ADVERTISING & PROMOTION	520.00	0.00	0.00	0.00	0.00	0.00	0.00	520.00
6320- TELEPHONE	5550.00	124.32	3104.17	0.00	0.56	0.00	3104.17	2445.83
6410- RENT	14400.00	491.20	5661.40	0.00	0.39	0.00	5661.40	8738.60
6420- UTILITIES/ DISPOSAL	4680.00	79.72	1053.81	0.00	0.23	0.00	1053.81	3626.19
6440- PROPERTY INSURANCE	0.00	34.65	322.60	0.00	0.00	0.00	322.60	(322.60)
6555- MEDICAL SCREENING/DEAT/STAFF	360.00	0.00	0.00	0.00	0.00	0.00	0.00	360.00
6610- GAS & OIL	6600.00	423.95	2748.43	0.00	0.42	0.00	2748.43	3851.57
6620- VEHICLE INSURANCE	1440.00	0.00	0.00	0.00	0.00	0.00	0.00	1440.00
6640- VEHICLE REPAIR & MAINTENANCE	1320.00	23.00	760.32	0.00	0.58	0.00	760.32	559.68
6712- STAFF TRAVEL-LOCAL	1005.00	0.00	0.00	0.00	0.00	0.00	0.00	1005.00
6840- PROPERTY TAXES	540.00	0.00	0.00	0.00	0.00	0.00	0.00	540.00
6850- FEES & LICENSES	200.00	0.00	5.50	0.00	0.03	0.00	5.50	194.50
6852- FINGERPRINT	34.00	0.00	0.00	0.00	0.00	0.00	0.00	34.00
Total Other & Services	40989.00	1176.84	13763.66	0.00	0.34	0.00	13763.66	27225.34
Equipment & Bldg Improvements	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Travel-Out of Area	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Depreciation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7224- CLIENT RENT	68400.00	0.00	0.00	0.00	0.00	0.00	0.00	68400.00
7226- CLIENT LODGING/SHELTER	380406.00	475.00	52915.00	0.00	0.14	0.00	52915.00	327491.00
7240- DIRECT BENEFITS	10800.00	0.00	0.00	0.00	0.00	0.00	0.00	10800.00
Total Direct Benefits	459606.00	475.00	52915.00	0.00	0.12	0.00	52915.00	406691.00
Total In-kind	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9010- INDIRECT COST ALLOCATION	83410.00	1042.92	16261.85	0.00	0.19	0.00	16261.85	67148.15
Total Expenses	1000000.00	12503.52	194963.49	0.00	0.19	0.00	194963.49	805036.51

Fresno Migrant Head Start
Budget to Actual (331 Basic)
Period Ending May 31, 2026

Account Description	Grant Budget	Current	Current Mth	Prior Mth	Current vs Budget	YTD	% Spent	Encumbered	YTD Actual +	Budget Balance
		Period	YTD	YTD	YTD	Budget			Encumbered	
REVENUES										
4110 GRANT INCOME-FEDERAL	6,566,001.00	427,841.37	3,416,616.17	2,988,774.80	(791,164.60)	4,207,780.77	52.03%	45,818.67	3,462,434.84	3,103,566.16
4130 GRANT INCOME-AREA	0.00	0.00	-	-	-	-	0.00%	0.00	0.00	0.00
4210 DONATIONS	0.00	0.00	-	-	-	-	0.00%	0.00	0.00	0.00
4220 IN KIND CONTRIBUTIONS	1,662,173.00	28,057.56	391,681.44	363,623.88	(673,511.56)	1,065,193.00	23.56%	0.00	391,681.44	1,270,491.56
4330- SALE OF ASSETS	0.00	0.00	-	-	-	-	0.00%	0.00	0.00	0.00
4390 MISC INCOME	0.00	0.00	-	-	-	-	0.00%	0.00	0.00	0.00
TOTAL REVENUES	8,228,174.00	455,898.93	3,808,297.61	3,352,398.68	(1,464,676.16)	5,272,973.77	46.28%	45,818.67	3,854,116.28	4,374,057.72
5010 SALARIES & WAGES	6A 3,733,795.00	199,436.90	1,824,088.02	1,624,651.12	(503,065.98)	2,327,154.00	48.85%	0.00	1,824,088.02	1,909,706.98
5012- DIRECTOR'S SALARY	6A 0.00	0.00	-	-	-	-	0.00%	0.00	0.00	0.00
5019- SALARIES & WAGES C19	6A 0.00	0.00	-	-	-	-	0.00%	0.00	0.00	0.00
5020 ACCRUED VACATION PAY	6A 233,685.00	12,572.11	97,097.67	84,525.56	(37,398.15)	134,495.82	41.55%	0.00	97,097.67	136,587.33
5112 HEALTH INSURANCE	6B 241,076.00	9,126.31	133,513.97	124,387.66	(36,232.81)	169,746.78	55.38%	0.00	133,513.97	107,582.03
5114 WORKER'S COMPENSATION	6B 112,264.00	5,288.44	60,054.30	54,765.86	(20,538.52)	80,592.82	53.49%	0.00	60,054.30	52,209.70
5115- Worker's Compensation C19	6B 0.00	0.00	-	-	-	-	0.00%	0.00	0.00	0.00
5116 PENSION	6B 281,464.00	10,699.80	132,090.54	121,390.74	(79,041.20)	211,131.74	46.93%	0.00	132,090.54	149,373.46
5117- Pension C19	6B 0.00	0.00	-	-	-	-	0.00%	0.00	0.00	0.00
5121- FICA C19	6B 0.00	0.00	-	-	-	-	0.00%	0.00	0.00	0.00
5122 FICA	6B 305,126.00	15,292.16	156,011.78	140,719.62	(43,478.08)	199,489.86	51.13%	0.00	156,011.78	149,114.22
5124 SUI	6B 45,376.00	7,038.46	13,443.31	6,404.85	(12,107.69)	25,551.00	29.63%	0.00	13,443.31	31,932.69
5125- DIRECTOR'S FRINGE	6B 0.00	0.00	-	-	-	-	0.00%	0.00	0.00	0.00
5130 ACCRUED VACATION FRINGE	6B 19,098.00	961.80	7,453.25	6,491.45	(4,076.01)	11,529.26	39.03%	0.00	7,453.25	11,644.75
6714 STAFF TRAVEL-OUT OF AREA	6C 0.00	133.53	133.53	-	133.53	0.00	0.00%	0.00	133.53	(133.53)
6722 PER DIEM - STAFF	6C 0.00	0.00	-	-	-	-	0.00%	0.00	0.00	0.00
6221 EQUIPMENT OVER > \$5000	6D 0.00	0.00	-	-	-	-	0.00%	0.00	0.00	0.00
6110 OFFICE SUPPLIES	6E 20,000.00	3,399.99	6,312.44	2,912.45	(7,879.56)	14,192.00	31.56%	2,970.87	9,283.31	10,716.69
6112 DATA PROCESSING SUPPLIES	6E 95,000.00	10,972.41	80,450.32	69,477.91	9,210.32	71,240.00	84.68%	5,666.06	86,116.38	8,883.62
6121 FOOD	6E 10,000.00	0.00	2,513.21	2,513.21	(166.79)	2,680.00	25.13%	0.00	2,513.21	7,486.79
6122 KITCHEN SUPPLIES	6E 7,500.00	555.24	3,171.87	2,616.63	171.87	3,000.00	42.29%	0.00	3,171.87	4,328.13
6130 PROGRAM SUPPLIES	6E 73,000.00	28,725.92	68,304.44	39,578.52	(10,345.56)	78,650.00	93.57%	19,223.51	87,527.95	(14,527.95)
6134 INSTRUCTIONAL SUPPLIES	6E 5,000.00	0.00	0.00	0.00	(5,328.00)	5,328.00	0.00%	0.00	0.00	5,000.00
6140 CUSTODIAL SUPPLIES	6E 12,000.00	592.38	15,808.23	15,215.85	(5,014.77)	20,823.00	131.74%	0.00	15,808.23	(3,808.23)
6142 LINEN/LAUNDRY	6E 0.00	0.00	-	-	-	-	0.00%	0.00	0.00	0.00
6143 FURNISHINGS	6E 0.00	727.41	5,159.93	4,432.52	5,159.93	0.00	0.00%	0.00	5,159.93	(5,159.93)
6170 POSTAGE & SHIPPING	6E 710.00	81.23	390.17	308.94	(119.83)	510.00	54.95%	0.00	390.17	319.83
6132 MEDICAL & DENTAL SUPPLIES	6H 1,000.00	2,581.71	6,145.23	3,563.52	(1,279.77)	7,425.00	614.52%	1,036.23	7,181.46	(6,181.46)
6150 UNIFORM RENTAL/PURCHASE	6H 0.00	0.00	0.00	0.00	(150.00)	150.00	0.00%	0.00	0.00	0.00
6180 EQUIPMENT RENTAL	6H 40,000.00	4,465.82	36,120.23	31,654.41	9,126.23	26,994.00	90.30%	0.00	36,120.23	3,879.77
6181 EQUIPMENT MAINTENANCE	6H 30,000.00	3,618.25	5,013.86	1,395.61	(15,596.14)	20,610.00	16.71%	0.00	5,013.86	24,986.14
6212 EQUIPMENT PURCHASES < \$500	6H 0.00	0.00	-	-	-	-	0.00%	0.00	0.00	0.00
6214 EQUIPMENT OVER > 500	6H 0.00	0.00	-	-	-	-	0.00%	0.00	0.00	0.00
6216 EQUIPMENT OVER > \$1000	6H 0.00	0.00	-	-	-	-	0.00%	0.00	0.00	0.00
6231 BUILDING RENOVATION	6H 0.00	0.00	-	-	-	-	0.00%	0.00	0.00	0.00
6232 BUILDING IMPROVEMENTS	6H 0.00	0.00	-	-	-	-	0.00%	0.00	0.00	0.00
6310 PRINTING & PUBLICATIONS	6H 15,000.00	2,076.13	5,193.06	3,116.93	193.06	5,000.00	34.62%	3,100.28	8,293.34	6,706.66
6312 ADVERTISING & PROMOTION	6H 0.00	0.00	-	-	-	-	0.00%	0.00	0.00	0.00
6320 TELEPHONE	6H 150,000.00	(212.35)	45,611.40	45,823.75	(10,620.60)	56,232.00	30.41%	0.00	45,611.40	104,388.60
6410 RENT	6H 150,907.00	15,655.60	140,733.58	125,077.98	28,233.58	112,500.00	93.26%	0.00	140,733.58	10,173.42
6420 UTILITIES/ DISPOSAL	6H 90,000.00	7,091.75	42,317.32	35,225.57	(7,930.68)	50,248.00	47.02%	0.00	42,317.32	47,682.68
6432 BUILDING REPAIRS/ MAINT	6H 100,000.00	31,780.01	84,668.34	52,888.33	50,918.34	33,750.00	84.67%	0.00	84,668.34	15,331.66
6433 GROUNDS MAINTENANCE	6H 35,000.00	0.00	(4.17)	(4.17)	(16,496.17)	16,492.00	-0.01%	0.00	(4.17)	35,004.17
6436 PEST CONTROL	6H 8,000.00	975.97	7,436.38	6,460.41	4,072.38	3,364.00	92.95%	0.00	7,436.38	563.62
6437 BURGLAR & FIRE ALARM	6H 5,500.00	425.46	5,353.82	4,928.36	707.82	4,646.00	97.34%	0.00	5,353.82	146.18
6440 PROPERTY INSURANCE	6H 25,000.00	3,837.92	32,815.82	28,977.90	14,073.82	18,742.00	131.26%	0.00	32,815.82	(7,815.82)
6520 CONSULTANTS	6H 25,000.00	200.72	3,999.92	3,799.20	(8,492.08)	12,492.00	16.00%	10,000.00	13,999.92	11,000.08
6522 CONSULTANT EXPENSES	6H 1,500.00	0.00	0.00	0.00	(738.00)	738.00	0.00%	0.00	0.00	1,500.00
6524 CONTRACTS	6H 15,000.00	199.42	1,193.27	993.85	(8,806.73)	10,000.00	7.96%	0.00	1,193.27	13,806.73
6530 LEGAL	6H 5,000.00	271.36	977.37	706.01	(1,272.63)	2,250.00	19.55%	0.00	977.37	4,022.63
6540 CUSTODIAL SERVICES	6H 0.00	2,123.50	8,973.97	6,850.47	738.97	8,235.00	0.00%	0.00	8,973.97	(8,973.97)

Fresno Migrant Head Start
 Budget to Actual (331 Basic)
 Period Ending May 31, 2026

Account Description	Grant Budget	Current	Current Mth	Prior Mth	Current vs Budget	YTD	% Spent	Encumbered	YTD Actual +	
		Period	YTD	YTD	YTD	Budget			Encumbered	Budget Balance
6555 MEDICAL SCREENING/DEAT/S	6H	1,000.00	0.00	0.00	(1,800.00)	1,800.00	0.00%	0.00	0.00	1,000.00
6562 MEDICAL EXAM	6H	0.00	0.00		-		0.00%		0.00	0.00
6564 MEDICAL FOLLOW-UP	6H	0.00	0.00		-		0.00%		0.00	0.00
6566 DENTAL EXAM	6H	0.00	0.00		-		0.00%		0.00	0.00
6568 DENTAL FOLLOW-UP	6H	0.00	0.00		-		0.00%		0.00	0.00
6610 GAS & OIL	6H	12,000.00	2,318.43	8,311.46	(620.11)	11,250.00	88.58%	0.00	10,629.89	1,370.11
6620 VEHICLE INSURANCE	6H	30,000.00	3,776.62	29,796.01	7,322.60	26,250.03	111.91%	0.00	33,572.63	(3,572.63)
6630 VEHICLE LICENSE AND FEES	6H	0.00	0.00		-		0.00%		0.00	0.00
6640 VEHICLE REPAIR & MAINTENANCE	6H	20,000.00	322.83	15,212.63	535.43	15,000.03	77.68%	0.00	15,535.46	4,464.54
6712 STAFF TRAVEL-LOCAL	6H	12,000.00	287.10	2,867.40	(4,216.50)	7,371.00	26.29%	0.00	3,154.50	8,845.50
6724 PER DIEM - PARENT	6H	0.00	0.00		-		0.00%		0.00	0.00
6730 VOLUNTEER TRAVEL	6H	0.00	0.00		-		0.00%		0.00	0.00
6742 TRAINING - STAFF	6H	1,000.00	138.00	4,200.69	2,088.69	2,250.00	433.87%	0.00	4,338.69	(3,338.69)
6744 TRAINING - VOLUNTEER	6H	0.00	0.00		-		0.00%		0.00	0.00
6745 TRAINING - PARTICIPANTS/CLIENTS	6H	0.00	0.00		-		0.00%		0.00	0.00
6746 TRAINING - PARENT	6H	0.00	0.00		-		0.00%		0.00	0.00
6748 EDUCATION REIMBURSEMENT	6H	10,000.00	0.00	0.00	(7,500.00)	7,500.00	0.00%	0.00	0.00	10,000.00
6750 FIELD TRIPS	6H	0.00	0.00		-		0.00%		0.00	0.00
6820 INTEREST EXPENSE	6H	0.00	(189.87)	(189.87)	(189.87)	0.00	0.00%	0.00	(189.87)	189.87
6832 LIABILITY INSURANCE	6H	600.00	40.00	320.00	(17.00)	377.00	60.00%	0.00	360.00	240.00
6834 STUDENT ACTIVITY INSURAN	6H	1,086.00	150.75	480.62	(112.63)	744.00	58.14%	0.00	631.37	454.63
6840 PROPERTY TAXES	6H	5,200.00	0.00	3,101.18	(1,898.82)	5,000.00	59.64%	0.00	3,101.18	2,098.82
6850 FEES & LICENSES	6H	25,000.00	2,190.00	21,707.60	6,930.92	16,966.68	95.59%	0.00	23,897.60	1,102.40
6851 CPR FEES	6H	0.00	0.00		-		0.00%		0.00	0.00
6852 FINGER PRINTING	6H	700.00	0.00	782.00	282.00	500.00	111.71%	0.00	782.00	(82.00)
6860 DEPRECIATION EXPENSE	6H	0.00	0.00		-		0.00%		0.00	0.00
6870 EMPLOYEE RECOGNITION	6H	0.00	0.00		-		0.00%		0.00	0.00
6875- EMPLOYEE HEALTH & WELFARE	6H	6,545.00	0.00	0.00	(13,475.00)	13,475.00	0.00%	0.00	0.00	6,545.00
6892 CASH SHORT/OVER	6H	0.00	0.00		-		0.00%		0.00	0.00
7110 PARENT ACTIVITIES	6H	600.00	2,306.03	66.79	1,922.82	450.00	395.47%	0.00	2,372.82	(1,772.82)
7111- PARENT MILEAGE	6H	0.00	0.00	137.20	(158.80)	296.00	0.00%	0.00	137.20	(137.20)
7112 PARENT INVOLVEMENT	6H	600.00	0.00	137.34	(1,461.66)	1,599.00	22.89%	0.00	137.34	462.66
7114 PC ALLOWANCE	6H	0.00	120.00	510.00	630.00	0.00	0.00%	0.00	630.00	(630.00)
7116 PC FOOD	6H	0.00	0.00		-		0.00%		0.00	0.00
8110 INKIND SALARIES		1,437,024.00	140.40	266,054.22	(659,640.78)	925,695.00	18.51%	0.00	266,054.22	1,170,969.78
8120 INKIND RENT		217,266.00	27,917.16	125,627.22	(13,606.78)	139,234.00	57.82%	0.00	125,627.22	91,638.78
8130 INKIND OTHER		7,883.00	0.00	-	(264.00)	264.00	0.00%	0.00	0.00	7,883.00
9010 INDIRECT EXPENSE	6J	547,669.00	35,686.12	284,978.98	(65,990.77)	350,969.75	52.03%	3,821.72	288,800.70	258,868.30
TOTAL EXPENSES		8,228,174.00	455,898.93	3,808,297.61	(1,464,676.16)	5,272,973.77	46.28%	45,818.67	3,854,116.28	4,374,057.72
CHANGE IN NET ASSETS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

TOTAL YTD	9.1%		
INDIRECT EXP	INDIRECT EXP		
Prior Mth	2,739,481.94	249,292.86	0.00
Curr Mth	3,131,827.06	284,996.26	(17.28)

Administrative	
YTD Expense	3,858,280.42
YTD Inkind	391,681.44
	<u>4,249,961.86</u>
YTD Admin	364,618.00
YTD %	8.58%

**Madera Migrant Head Start
Budget to Actual**

For the Period Ending **5/31/2026**

Start Date **3/1/2025**
Current Mnth **3.00**
18%

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	546,271.35	887,121.44	340,850.09	3,403,740	14%	26,624.87	913,746.31	5,389,475.69
4220	IN KIND CONTRIBUTIONS	497,155	24,003.95	42,564.36	18,560.41	268,464	9%	-	42,564.36	454,590.64
4330	SALE OF ASSETS	-	-	-	-	-	-	-	-	-
	TOTAL REVENUES	6,800,377	570,275.30	929,685.80	359,410.50	3,672,204	14%	26,624.87	956,310.67	5,844,066.33
EXPENDITURES										
5010	Salaries & Wages	3,540,352	296,475.44	443,995.94	147,520.50	1,911,790	13%	-	443,995.94	3,096,356.06
5020	Accrued Vacation Pay	210,703	17,891.29	7,374.65	(10,516.64)	113,780	4%	-	7,374.65	203,328.35
5112	Health Insurance	378,734	35,521.71	55,130.00	19,608.29	204,516	15%	-	55,130.00	323,604.00
5114	Worker's Compensation	101,699	8,513.02	10,154.81	1,641.79	54,917	10%	-	10,154.81	91,544.19
5116	Pension	192,969	15,063.03	23,437.96	8,374.93	104,203	12%	-	23,437.96	169,531.04
5122	FICA	270,836	22,311.67	34,002.30	11,690.63	146,251	13%	-	34,002.30	236,833.70
5124	SUI	33,477	747.36	1,019.50	272.14	18,078	3%	-	1,019.50	32,457.50
5130	Accrued Vacation Fringe	16,119	1,368.84	594.08	(774.76)	8,704	4%	-	594.08	15,524.92
6110	Office supplies	10,776	1,384.03	1,569.45	185.42	5,819	15%	1,348.11	2,917.56	7,858.44
6112	Data Processing Supplies	90,060	6,424.89	40,470.03	34,045.14	48,632	45%	3,598.47	44,068.50	45,991.50
6121	Food	3,000	356.12	356.12	-	1,620	12%	-	356.12	2,643.88
6122	Kitchen Supplies	1,500	-	-	-	810	0%	-	-	1,500.00
6130	Program Supplies	34,940	2,768.62	6,243.68	3,475.06	18,868	18%	3,443.10	9,686.78	25,253.22
6132	Medical & Dental Supplies	18,751	2,854.27	2,854.27	-	10,126	15%	4,896.38	7,750.65	11,000.35
6134	Instructional Supplies	15,337	-	-	-	8,282	0%	-	-	15,337.00
6140	Custodial Supplies	25,570	1,312.06	2,557.19	1,245.13	13,808	10%	-	2,557.19	23,012.81
6142	Linen / Laundry	-	-	-	-	-	-	-	-	-
6143	Furnishing	-	3,738.43	3,738.43	-	-	#DIV/0!	4,488.04	8,226.47	(8,226.47)
6150	Uniform Rental / Purchases	86	297.63	297.63	-	46	346%	-	297.63	(211.63)
6170	Postage & Shipping	529	56.44	160.94	104.50	286	30%	-	160.94	368.06
6221	Equipment Over > \$5,000	-	-	-	-	-	-	-	-	-
6233	Land Improvements	-	-	-	-	-	-	-	-	-
6180	Equipment Rental	60,000	2,979.34	6,496.75	3,517.41	32,400	11%	-	6,496.75	53,503.25
6181	Equipment Maintenance	19,080	2,215.92	2,835.41	619.49	10,303	15%	-	2,835.41	16,244.59
6310	Printing & Publications	2,400	449.24	449.24	-	1,296	19%	-	449.24	1,950.76
6312	Advertising & Promotion	-	-	-	-	-	-	-	-	-
6320	Telephone	49,560	(545.19)	9,577.59	10,122.78	26,762	19%	-	9,577.59	39,982.41
6410	Rent	222,120	18,403.23	54,697.38	36,294.15	119,945	25%	-	54,697.38	167,422.62
6420	Utilities / Disposal	148,500	10,894.27	26,178.37	15,284.10	80,190	18%	-	26,178.37	122,321.63
6432	Building Repairs / Maintenance	57,000	23,350.87	29,295.75	5,944.88	30,780	51%	6,630.00	35,925.75	21,074.25
6433	Grounds Maintenance	-	-	-	-	-	#DIV/0!	-	-	-
6436	Pest Control	6,060	992.79	1,826.26	833.47	3,272	30%	-	1,826.26	4,233.74
6437	Burglar & Fire Alarm	6,600	171.58	382.65	211.07	3,564	6%	-	382.65	6,217.35
6440	Property Insurance	53,640	3,585.75	10,689.59	7,103.84	28,966	20%	-	10,689.59	42,950.41
6520	Consultants	12,500	306.02	452.27	146.25	6,750	4%	-	452.27	12,047.73
6522	Consultants Expense	280	-	-	-	151	0%	-	-	280.00
6524	Contracts	-	-	-	-	-	-	-	-	-
6530	Legal	4,500	56.74	255.33	198.59	2,430	6%	-	255.33	4,244.67
6540	Custodial Services	88,375	9,188.50	10,360.00	1,171.50	47,723	12%	-	10,360.00	78,015.00
6555	Medical Screening / DEAT / Staff	5,000	997.50	997.50	-	2,700	20%	-	997.50	4,002.50
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	10,800	1,049.90	2,843.11	1,793.21	5,832	26%	-	2,843.11	7,956.89
6620	Vehicle Insurance	40,500	4,407.02	13,625.34	9,218.32	21,870	34%	-	13,625.34	26,874.66
6630	Vehicle License & Fees	-	-	-	-	-	-	-	-	-
6640	Vehicle Repair & Maintenan	11,160	4,420.48	4,821.80	401.32	6,026	43%	-	4,821.80	6,338.20
6712	Staff Travel-Local	1,400	52.79	458.79	406.00	756	33%	-	458.79	941.21
6714	Staff Travel-Out of Area	-	-	-	-	-	-	-	-	-
6722	Per Diem-Staff	-	-	-	-	-	-	-	-	-
6724	Per Diem-Parent	-	-	-	-	-	-	-	-	-
6730	Volunteer Travel	-	-	-	-	-	-	-	-	-
6742	Training - Staff	-	107.34	2,226.78	2,119.44	-	#DIV/0!	-	2,226.78	(2,226.78)
6746	Training - Parent	-	-	-	-	-	-	-	-	-
6748	Education Reimbursement	420	-	-	-	227	-	-	-	420.00
6750	Field Trips	-	-	-	-	-	-	-	-	-
6810	Bank Charges	-	-	-	-	-	-	-	-	-
6820	Interest Expense	-	-	-	-	-	-	-	-	-
6832	Liability Insurance	660	42.59	127.77	85.18	356	19%	-	127.77	532.23
6834	Student Activity Insurance	2,880	180.74	180.74	-	1,555	6%	-	180.74	2,699.26
6840	Property Taxes	-	-	-	-	-	-	-	-	-
6850	Fees & Licenses	10,500	-	-	-	5,670	0%	-	-	10,500.00
6852	Finger Printing	2,600	307.00	383.75	76.75	1,404	15%	-	383.75	2,216.25
6860	Depreciation Expense	-	-	-	-	-	-	-	-	-
6875	Employee Health & Welfare	9,434	-	-	-	5,094	0%	-	-	9,434.00
7110	Parent Activities	-	-	-	-	-	#DIV/0!	-	-	-
7111	Parent Mileage	315	-	-	-	170	0%	-	-	315.00
7112	Parent Involvement	3,250	7.74	7.74	-	1,755	0%	-	7.74	3,242.26
7114	PPC Allowance	1,812	-	-	-	978	0%	-	-	1,812.00
7116	PPC Food Allowance	688	-	-	-	372	0%	-	-	688.00
8110	In-Kind Salaries	385,145	14,752.95	14,811.36	58.41	207,978	4%	-	14,811.36	370,333.64
8120	In-Kind Rent	111,010	9,251.00	27,753.00	18,502.00	59,945	25%	-	27,753.00	83,257.00
8130	In-Kind Other	1,000	-	-	-	540	-	-	-	1,000.00
9010	In-Direct Cost Allocation	525,750	45,564.34	73,994.55	28,430.21	283,905	14%	2,220.77	76,215.32	449,534.68
Total Expenses		6,800,377	570,275.30	929,685.80	359,410.50	3,672,201	14%	26,624.87	956,310.67	5,844,066.33
Excess Revenue Over		-	-	-	-	3		-	-	-
Total Expenses		6,800,377	570,275.30	929,685.80						
In-Kind		(497,155)	(24,003.95)	(42,564.36)						
Total Expenses w/o In Kind		6,303,222	546,271.35	887,121.44	340,850.09				913,746.31	5,389,475.69
									14.50%	

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%	
73,994.55	
73,994.55	

CAPMC Work Related Injuries Report - May 2026 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
Instructional Aide III / Madera Migrant Head Start	Sierra Vista	Pain / Swelling	6/12/2026	6:30 AM	EE arrived at the worksite (classroom 3 – for 2 years old children) and wanted to set up the classroom by removing chairs on top of table. While removing a chair, a chair fell and landed on her left leg.	0	EE sought medical triage assessment and elected first aid self-care. Then sought treatment at Concentra. She was returned to work without restrictions.
Instructional Aide I / Madera Migrant Head Start	Sierra Vista	Sprain/Strain	6/17/2026	2:00 PM	EE was in the toddler classroom EE was trying to put a child to nap when EE picked up the child she felt pain to her lower back.	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 2026 to December 2026							
(0) Hand Injuries	(0) Feet Injuries	(2) Chest Injuries					
(2) Back Injuries	(0) Eye Injuries	(0) Neck Injuries	(0) Bottom				
(0) Knee Injuries	(5) Leg Injuries	(3) Head Injuries	(0) Hip				
(5) Arm Injuries	(0) Wrist Injuries	(0) Ankle Injuries					
(0) Elbow Injuries	(0) Burn Injuries	(0) Respiratory Injuries					
(0) Shoulder Injuries	(1) Abdomen Injuries	(1) Face Injuries					
		DOI: DATE OF INJURY					
		TOI: TIME OF INJURY					

STAFFING CHANGES
June 1, 2026 - June 29, 2026
BOARD OF DIRECTORS

NON-HEAD START DEPARTMENTS					
NEW HIRES					
Identification Number	Position	Location	Effective Date	Hours	Justification
SUBSTITUTES					
Identification Number	Position	Location	Effective Date	Hours	Justification
VOLUNTARY RESIGNATIONS					
Identification Number	Position	Location	Effective Date	Hours	Justification
TERMINATION					
Identification Number	Position	Location	Effective Date	Hours	Justification
HEAD START DEPARTMENTS					
NEW HIRES					
Identification Number	Position	Location	Effective Date	Hours	Justification
61363	Associate Teacher	Eastern Arcola - Madera Migrant Head Start	6/8/2026	80	Open Position
61541	Teacher III	Sierra Vista - Madera Migrant Head Start	6/22/2026	80	Open Position
61323	Instructional Aide II/Janitor	Cottonwood - Madera Regional Head Start	8/3/2026	80	Open Position
SUBSTITUTES					
Identification Number	Position	Location	Effective Date	Hours	Justification
VOLUNTARY RESIGNATIONS					
Identification Number	Position	Location	Effective Date	Hours	Justification
61458	Instructional Aide I /Janitor	Sierra Vista - Madera Migrant Head Start	6/3/2026	80	Resignation
TERMINATIONS					
Identification Number	Position	Location	Effective Date	Hours	Justification



BOARD OF DIRECTORS 2026 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	N/A	-	Alt: P	Alt: P						
David Hernandez <i>Vice-Chairperson</i>	Madera Unified School District	P	P	N/A	P	-	P						
Leticia Gonzalez A: Robert Poythress	Madera County Board of Supervisors	P	P	N/A	-	-	P						
Steve Montes A: Mayor Cece Gallegos	Madera City Council	P	P	N/A	P	P	P						
John Chavez	Chowchilla City Council	P	-	N/A	P	-	-						
Private Sector Officials													
Debi Bray	Madera Chamber of Commerce	--	P	N/A	P	-	P						
Katherine Creek	Head Start Policy Council	--	P	N/A	P	P	-						
Donald Holley	Community Affairs	P	P	N/A	P	P	P						
Eric LiCalsi <i>Chairperson</i>	Attorney at Law	P	-	N/A	P	-	-						
Molly Hernandez	Early Childhood Education & Development	P	P	N/A	-	P	P						
Martha Garcia	Central Madera/Alpha	P	-	N/A	P	-	P						
Tyson Pogue <i>Secretary/Treasurer</i>	Eastern Madera County	P	P	N/A	P	P	-						
Richard Gutierrez	Eastside/Parksdale	P	P	N/A	P	P	P						
Diana Plamer <i>(Seated on 1/11/2024)</i>	Fairmead/Chowchilla	--	P	N/A	P	P	P						
Aurora Flores	Monroe/Washington	--	P	N/A	-	-	-						
Total Directors		1/8/26	2/12/26	3/12/26	4/9/26	5/14/26	06/11/26						