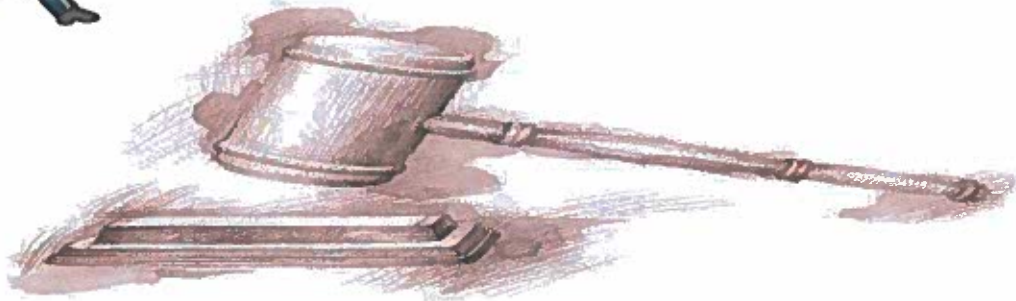




**ATTENTION: ATTENTION:
ALL EARLY HEAD START PARENTS**



Policy Council Meeting

City of Albuquerque / Early Head Start

Wednesday, February 19, 2020

Trumbull Early Head Start Center

419 Pennsylvania SE—5:30-7:00 pm

For questions, please call the Main Office @

(505)767-6500

*Come and enjoy dinner & child care provided onsite for children 12
years and under*

Spanish Translator Services Provided Upon Request

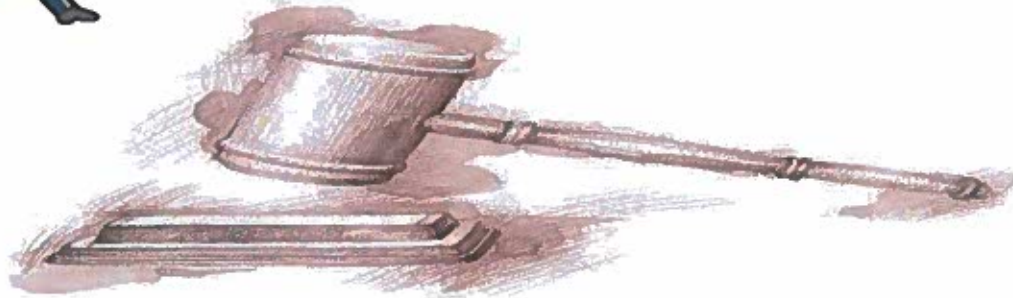
Servicios de traductor le sera proveido si lo pide



**ONE
ALBUQUE
RQUE** family &
community
services



ATENCIÓN: ATENCIÓN:
TODOS LOS PADRES DE EARLY HEAD
START



Consejo de Políticas Reunión

Ciudad de Albuquerque / Early Head Start

Miércoles 19 de febrero de 2020

Centro Trumbull Early Head Start

419 Pennsylvania SE – 5: 30-7: 00 pm

Para preguntas, por favor llame a la Oficina Principal @

(505)767-6500

Venga y disfrute de la cena y el cuidado de niños en el lugar

para niños de 12 años y menores.

Spanish Translator Services Provided Upon Request

Servicios de traductor le sera proveido si lo pide



City of Albuquerque
Division of Child and Family Development
Early Head Start
Policy Council

February 19, 2020

- 1. Establish Quorum**
- 2. Approval of Minutes**
- 3. Prosperity Kids Presentation**
- 4. Governing Board Report**
- 5. Director Report**
 - a. Enrollment**
 - b. Attendance and Meal Counts**
 - c. Budget (Financial Statements)**
 - d. School Readiness**
 - e. Family Engagement**
 - f. Child Health and Safety**
 - g. Staffing**
- 6. New Business**
 - a. CNM/UNM staff partnership**
 - b. CNM screening partnership**
 - c. Plaza Crossing**
- 7. Adjournment**

Next Meeting Date: March 18, 2020

City of Albuquerque
Department of Family and Community Services
Division of Child and Family Development
Early Head Start
POLICY COUNCIL
Wednesday January 15, 2020

- I. **Establish Quorum:** Kristi Sanchez, Olga Tenorio, Lanetta Harper, Corina Gonzalez, Jessica Hootman, Allison Florez, Karen Lucero, Stephanie Pickup, Abigail Stiles, and COA staff – Shana Runck/Division Manager , Robi Ruiz/EHS Education Specialist, and Daphne Dubriel/PFCE. Meeting called to order at 6:10 pm.
 - II. **Approval of Minutes:** Minutes from last Policy Council meeting on 12/18/19 were reviewed.
 - **Motion to approve December 18, 2019 minutes by Stephanie Pickup, unanimous consent; Motion approved.**
 - III. **Governing Board Report:** Abigail Stiles was present. No report provided.
 - IV. **Director Reports: Reporting period: 12/1/19 – 12/31/19**
Component Reports:
 1. **Enrollment.** Total funded enrollment of 128 slots, 104 for center based and 24 for home based. Total reportable enrollment at 127; center 103 and home based 24. **Enrollment Vacancies** - includes 3 enrollment slots for the center-based program. Vacancies are not reported to the Office of Head Start until the enrollment slot has been vacated over 30 days; Head Start Program Performance Standard (HSPPS) Enrollment 1302.15.
 2. **Enrollment Monthly Summary.** New Enrollment-families (9), children (9), pregnant moms (1), number of children born (0); total new enrollment (10). Total leaving program (7) - graduating children (4), pregnant moms giving birth (0), children leaving before turning 3 (3), pregnant moms leaving before having baby (0). Children up to date on Immunizations (106), children up to date as possible on immunizations (4), children not up to date (9).
Eligibility Category – income eligible (76), TANF/SSI (12), Foster Child (7), Homeless (4). Over income (22), Over 130% (3), Children w/IFSPs (25).
 - a. **Attendance** – Head Start Program Performance Standard (HSPPS) Attendance 1302.16 (b) indicates 85% attendance rate or better for center based program.
City operated Early Head Start centers classroom attendance rates:
 - La Mesa 77.88%,
 - MacArthur 71.58%,
 - Plaza Feliz 84.76%
 - School on wheels 73.17%
 - Singing Arrow 73.04%
 - Trumbull 69.28%
 - Western Trails 79.17%
- Overall center based program attendance totals – 75.27%; total number of absences - 341.**

3. **Meal Counts** –Total number of meals for (0-3 years in age), total children served (2465) Breakfast (895), Am snack (0), Lunch (880), PM snack (690), Supper (0).
4. **Budget** - Financial statements provided to policy council membership:
 - a) Federal Grant – year to date (YTD) expenditures \$794,789.30
 - b) Training/Technical Assistance (T/TA) – year to date expenditures \$11,595.32
 - c) City Match – year to date expenditures \$183,535,28*overview provided on operating expenditures & column/underspent percentages *
5. **School Readiness** – Robi Ruiz/Education Specialist presented:
 - a) Center Based – no update
 - b) Home Based – no update
 - c) Parent Family Community Engagement – no update
6. **Child Health and Safety**
 - a) 120 day plan submitted January 13, 2019
 - b) Review of action plan and narrative
 - c) Will receive notification from OHS in 4-6 weeks
7. **Staffing Update**
 - a) Current Vacancies include three teaching assistants and two teachers.
 - b) Interviews scheduled for last week in February.
8. **New Business**
 - a) Election of officers

V. **Action Items:**

- a. **Chair** – Stephanie Pickup nominated herself for Chair. No opposition. Unanimous consent.
- b. **Vice-Chair** – Corina Gonzalez nominated herself for Vice-Chair. No opposition. Unanimous consent.
- c. **Secretary** – Kristi Sanchez nominated herself for Secretary. Unanimous consent.

VI. **Adjournment** - Meeting adjourned at 7:21 pm.

Next Policy Council Meeting: Wednesday, February 19, 2020 5:30 pm at Trumbull Center



City of Albuquerque Early Head Start Caseload/Enrollment Report 1/31/20

Enrollment

Total Funded Enrollment:	128
Total Actual Enrollment:	121
Children Withdrawn & Dropped (last 30 days):	5
Total Reportable Enrollment (actual + withdrawn/dropped):	126
Total Deficit:	2

Program Snapshot

	Home based	Centers	ALL
Funded Enrollment:	24	104	128
Enrollment:	24	102	126
Defficiency:	0	2	2

Home Based Detail

Caseload: 12 slots per home visitor

FDF	Caseload Capacity	HB Family	HB Child	Pregnant	Due date	Left in Last 30 Days	Total	Deficit
Valarie	12	10	11	1	3/20	0	12	0
Debbie	12	10	10	2	2/29,5/27	0	12	0
Total	24		21	3		1	24	0

Center Detail

Ctr Detail	Servable Capacity	Enrolled Children	Left in Last 30 Days	Reportable Total	Pending Placement	Current Deficit
La Mesa	8	8	0	8	0	0
MacArthur	16	14	1	15	1	1
PlazaFeliz	16	16	0	16	0	0
SOW	16	14	2	16	1	0
Trumbull	24	22	2	24	2	0
W. Trail	16	16	0	16	0	0
Singing Arrow	8	7	0	8	1	1
Total	104	97	5	102	0	2

1/31/20

Center/Home Visitor	Date Vacated	Date Filled	Actual Vacancies	Reportable Vacancies
Valarie				
			0	0
Debbie	1/8/2020	1/8/2020		
	1/27/2020	1/28/2020		
			0	0
La Mesa				
			0	0
MacArthur	12/4/2019	1/27/2020		
	12/11/2019			
	1/3/2020		2	1
Plaza Feliz	12/4/2019	12/4/2019		
			0	0
SOW	12/2/2019	1/13/2020		
	1/18/2020			0
	1/18/2020			
			2	0
Trumbull	10/30/2019	1/13/2020		
	1/3/2020	1/13/2020		
	1/3/2020			
	1/10/2020		2	0
Western Trail	12/6/2019	12/9/2019		
			0	0
Singing Arrow	12/20/2019			
			1	1

2309 - Absence Reasons (Grid)

Reason	Total Per Reason	% Of Each Reason Per Class	# Of Absences Per Class	Days Open (In Range)	Total Possible Presents	Total Absence Percentage	Total Present Percentage
Report: Absence Reasons (Grid)							
Site: Douglas MacArthur							
Classroom: Infant							
<Blank>	2	6.67%					
Contagious Illness	2	6.67%					
Health Reasons	6	20%					
Hospitalization	2	6.67%	30	19	100	32.97%	67.03%
No Transportation	1	3.33%					
Other	3	10%					
Parent Choice	13	43.33%					
Unknown	1	3.33%					
Subtotals for Classroom: Infant							
Total Absences: Total: 30 <Blank>: 2 Contagious Illness: 2 Health Reasons: 6 Hospitalization: 2 No Transportation: 1 Other: 3 Parent Choice: 13 Unknown: 1							

Classroom: Toddler							
<Blank>	1	4.76%					
Health Reasons	12	57.14%	21	19	152	14.69%	85.31%
Parent Choice	8	38.1%					
Subtotals for Classroom: Toddler							
Total Absences: Total: 21 <Blank>: 1 Health Reasons: 12 Parent Choice: 8							

Site: La Mesa							
Classroom: Toddler							
<Blank>	5	11.36%					
Health Reasons	10	22.73%					
Other	3	6.82%					
Parent Choice	20	45.45%	44	19	152	29.53%	70.47%
Sick	1	2.27%					
Vacation	5	11.36%					
Subtotals for Classroom: Toddler							
Total Absences: Total: 44 <Blank>: 5 Health Reasons: 10 Other: 3 Parent Choice: 20 Sick: 1 Vacation: 5							

Site: Plaza Feliz							
Classroom: Toddler							
<Blank>	9	15.79%					
Family Obligation	4	7.02%	57	20	160	38.51%	61.49%
Subtotals for Classroom: Toddler							
Total Absences: Total: 44 <Blank>: 5 Health Reasons: 10 Other: 3 Parent Choice: 20 Sick: 1 Vacation: 5							

2309 - Absence Reasons (Grid)

Reason	Total Per Reason	% Of Each Reason Per Class	# Of Absences Per Class	Days Open (In Range)	Total Possible Presents	Total Absence Percentage	Total Present Percentage
Health Reasons	14	24.56%					
Parent Choice	14	24.56%	57	20	160	38.51%	61.49%
Unknown	16	28.07%					
Subtotals for Classroom: Toddler							
Total Absences: Total: 57 <Blank>: 9 Family Obligation: 4 Health Reasons: 14 Parent Choice: 14 Unknown: 16							
Classroom: Twos							
<Blank>	1	3.85%					
Family Obligation	4	15.38%					
Health Reasons	9	34.62%					
Other	2	7.69%	26	20	160	18.44%	81.56%
Parent Choice	5	19.23%					
Unknown	4	15.38%					
Vacation	1	3.85%					
Subtotals for Classroom: Twos							
Total Absences: Total: 26 <Blank>: 1 Family Obligation: 4 Health Reasons: 9 Other: 2 Parent Choice: 5 Unknown: 4 Vacation: 1							
Subtotals for Site: Plaza Feliz							
Total Absences: Total: 83 <Blank>: 10 Family Obligation: 8 Health Reasons: 23 Other: 2 Parent Choice: 19 Unknown: 20 Vacation: 1							
Site: School On Wheels							
Classroom: Infant							
<Blank>	10	52.63%					
Health Reasons	4	21.05%	19	19	129	14.84%	85.16%
Other	2	10.53%					
Parent Choice	3	15.79%					
Subtotals for Classroom: Infant							
Total Absences: Total: 19 <Blank>: 10 Health Reasons: 4 Other: 2 Parent Choice: 3							
Classroom: Toddler							
<Blank>	9	47.37%					
No Transportation	1	5.26%					
Other	3	15.79%	19	19	152	12.5%	87.5%
Parent Choice	5	26.32%					
Unknown	1	5.26%					
Subtotals for Classroom: Toddler							
Total Absences: Total: 19 <Blank>: 9 No Transportation: 1 Other: 3 Parent Choice: 5 Unknown: 1							
Subtotals for Site: School On Wheels							
Total Absences: Total: 38 <Blank>: 19 Health Reasons: 4 No Transportation: 1 Other: 5 Parent Choice: 8 Unknown: 1							
Site: Singing Arrow							
Classroom: Twos							
<Blank>	4	10.81%	37	20	140	29.6%	70.4%

2309 - Absence Reasons (Grid)

Reason	Total Per Reason	% Of Each Reason Per Class	# Of Absences Per Class	Days Open (In Range)	Total Possible Presents	Total Absence Percentage	Total Present Percentage
Contagious Illness	3	8.11%					
Funeral	3	8.11%					
Other	1	2.7%	37	20	140	29.6%	70.4%
Parent Choice	4	10.81%					
Unknown	21	56.76%					
Vacation	1	2.7%					
Subtotals for Classroom: Twos							
Total Absences: Total: 37 <Blank>: 4 Contagious Illness: 3 Funeral: 3 Other: 1 Parent Choice: 4 Unknown: 21 Vacation: 1							
Subtotals for Site: Singing Arrow							
Total Absences: Total: 37 <Blank>: 4 Contagious Illness: 3 Funeral: 3 Other: 1 Parent Choice: 4 Unknown: 21 Vacation: 1							
Site: Trumbull							
Classroom: Infant							
<Blank>	2	4%					
Contagious Illness	3	6%					
Developmental Service Appointment	1	2%					
Health Reasons	13	26%	50	20	160	33.11%	66.89%
Other	3	6%					
Parent Choice	9	18%					
Unknown	19	38%					
Subtotals for Classroom: Infant							
Total Absences: Total: 50 <Blank>: 2 Contagious Illness: 3 Developmental Service Appointment: 1 Health Reasons: 13 Other: 3 Parent Choice: 9 Unknown: 19							
Classroom: Toddler							
<Blank>	8	16.67%					
Contagious Illness	2	4.17%					
Family Obligation	2	4.17%					
Health Reasons	11	22.92%	48	20	120	42.11%	57.89%
Inclement weather	6	12.5%					
Other	4	8.33%					
Vacation	15	31.25%					
Subtotals for Classroom: Toddler							
Total Absences: Total: 48 <Blank>: 8 Contagious Illness: 2 Family Obligation: 2 Health Reasons: 11 Inclement weather: 6 Other: 4 Vacation: 15							
Classroom: Twos							
<Blank>	0	0%					
Contagious Illness	9	27.27%					
Family Obligation	1	3.03%	33	20	154	22.76%	77.24%
Inclement weather	4	12.12%					
Other	1	3.03%					

Reason	Total Per Reason	% Of Each Reason Per Class	# Of Absences Per Class	Days Open (In Range)	Total Possible Presents	Total Absence Percentage	Total Present Percentage
Parent Choice	8	24.24%					
Religious/Cultural	1	3.03%	33	20	154	22.76%	77.24%
Sick	8	24.24%					
Unknown	1	3.03%					
Subtotals for Classroom: Twos							
Total Absences: Total: 33 <Blank>: 0 Contagious Illness: 9 Family Obligation: 1 Inclement weather: 4 Other: 1 Parent Choice: 8 Religious/Cultural: 1 Sick: 8 Unknown: 1							
Subtotals for Site: Trumbull							
Total Absences: Total: 131 <Blank>: 10 Contagious Illness: 14 Developmental Service Appointment: 1 Family Obligation: 3 Health Reasons: 24 Inclement weather: 10 Other: 8 Parent Choice: 17 Religious/Cultural: 1 Sick: 8 Unknown: 20 Vacation: 15							
Site: Western Trail							
Classroom: Infant							
<Blank>	0	0%					
Health Reasons	8	17.39%					
Inclement weather	4	8.7%					
Other	2	4.35%	46	20	160	31.51%	68.49%
Parent Choice	9	19.57%					
Unknown	4	8.7%					
Vacation	19	41.3%					
Subtotals for Classroom: Infant							
Total Absences: Total: 46 <Blank>: 0 Health Reasons: 8 Inclement weather: 4 Other: 2 Parent Choice: 9 Unknown: 4 Vacation: 19							
Classroom: Toddler							
<Blank>	0	0%					
Funeral	1	5.56%					
Health Reasons	4	22.22%					
Inclement weather	6	33.33%	18	21	168	12.16%	87.84%
No Transportation	1	5.56%					
Other	1	5.56%					
Parent Choice	4	22.22%					
Unknown	1	5.56%					
Subtotals for Classroom: Toddler							
Total Absences: Total: 18 <Blank>: 0 Funeral: 1 Health Reasons: 4 Inclement weather: 6 No Transportation: 1 Other: 1 Parent Choice: 4 Unknown: 1							
Subtotals for Site: Western Trail							
Total Absences: Total: 64 <Blank>: 0 Funeral: 1 Health Reasons: 12 Inclement weather: 10 No Transportation: 1 Other: 3 Parent Choice: 13 Unknown: 5 Vacation: 19							
Report Totals							
Total Absences: Total: 448 <Blank>: 51 Contagious Illness: 19 Developmental Service Appointment: 1 Family Obligation: 11 Funeral: 4 Health Reasons: 91 Hospitalization: 2 Inclement weather: 20 No Transportation: 3 Other: 25 Parent Choice: 102 Religious/Cultural: 1 Sick: 9 Unknown: 68 Vacation: 41							

City Of Albuquerque EHS 2301 - Average Daily Attendance

Program Term: EHS 2019 - 2020, Program Option: Standard Full Day, Attendance Date: 1/1/2020 - 1/31/2020

City Of Albuquerque EHS

	Attendance Records			Operating Days	ADA ¹	Funded Enrollment		Actual Enrollment	
	Present ⁴	Absent ⁶	Neither ⁷			Count	% Attendance	Count ²	% Attendance ³
Douglas MacArthur	183	51	2	19.00 (avg)	9.63	16	60.20%	12.32	78.21%
La Mesa	105	44	0	19.00 (avg)	5.53	8	69.08%	7.84	70.47%
Plaza Feliz	206	83	0	19.00 (avg)	10.84	16	67.76%	15.21	71.28%
School On Wheels	242	38	0	19.00 (avg)	12.74	16	79.61%	14.74	86.43%
Singing Arrow	88	41	0	19.00 (avg)	4.63	8	57.89%	6.79	68.22%
Trumbull	279	131	1	19.00 (avg)	14.68	24	61.18%	21.58	68.05%
Western Trail	230	64	0	19.00 (avg)	12.10	16	75.66%	15.47	78.23%
City Of Albuquerque EHS	1,333	452	3	19.00 (avg)	70.15	104	67.46%	93.95	74.68%
Report Totals	1,333	452	3	19.00 (avg)	70.15	104	67.46%	93.95	74.68%

1. ADA for each classroom is the sum of statuses selected to count as 'Present' on the setup screen divided by the Operating Days for that classroom.
2. Actual Enrollment Count for each classroom is the sum of the Present and Absent columns divided by the Operating Days
3. Percent Attendance is the Present count divided by the sum of Present and Absent Count
4. Site totals for ADA, Funded Enrollment Count, and Actual Enrollment count are the sum of that count for each of the site's classrooms.
5. Statuses counted as Present: Present(P), Present Offsite(PO), Tardy(T), Left Early(LE), Tardy and Left Early(TLE)
6. Statuses counted as Absent: Excused(E), Unexcused(U)
7. Statuses counted as Neither: No Class (-), Not Scheduled (N)

City Of Albuquerque EHS
2371 - CACFP Reimbursement Summary
 Program Term: EHS 2019 - 2020, Program Option: Standard Full Day
 Attendance Date: 1/1/2020 - 1/31/2020

City Of Albuquerque EHS

	Operating Days	CACFP Free	CACFP Reduced	CACFP Paid	Breakfast	AM Snack	Lunch	PM Snack	Supper
EHS 2019 - 2020									
Douglas MacArthur									
Infant	19	6	0	0	43	0	37	23	0
Toddler	19	8	0	0	115	0	115	91	0
Douglas MacArthur	38	14	0	0	158	0	152	114	0
La Mesa									
Toddler	19	8	0	0	105	0	105	105	0
La Mesa	19	8	0	0	105	0	105	105	0
Plaza Feliz									
Toddler	19	8	0	0	77	0	87	83	0
Twos	19	8	0	0	100	0	108	80	0
Plaza Feliz	38	16	0	0	177	0	195	163	0
School On Wheels									
Infant	19	8	0	0	90	0	93	80	0
Toddler	19	9	0	0	127	0	125	122	0
School On Wheels	38	16	0	0	217	0	218	202	0
Singing Arrow									
Twos	19	7	0	0	86	0	88	86	0
Singing Arrow	19	7	0	0	86	0	88	86	0
Trumbull									
Infant	19	8	0	0	0	0	0	0	0
Toddler	19	6	0	0	65	0	66	59	0
Twos	19	9	0	0	99	0	112	100	0
Trumbull	57	23	0	0	164	0	178	159	0
Western Trail									
Infant	19	8	0	0	63	0	65	36	0
Toddler	19	8	0	0	128	0	122	71	0
Western Trail	38	16	0	0	191	0	187	107	0
City Of Albuquerque EHS	247	100	0	0	1,098	0	1,123	936	0
Report Totals	247	100	0	0	1,098	0	1,123	936	0

FAMILY AND COMMUNITY SERVICES DEPARTMENT
EARLY HEADSTART PROGRAM - FY2020 FEDERAL (3163450)
GRANT EXPENDITURES

ACCOUNTS	ACCOUNT DESCRIPTION	APPROP	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FINAL	YTD	REMAINING BALANCE	% EXPENDED
500101	REGULAR WAGES	1,109,027.00	70,021.68	60,040.57	75,694.77	80,291.85	61,614.44	60,515.38	61,408.71	469,587.40	639,439.60	42.34%	
500110	LONGEVITY WAGES	-	2,257.61	2,160.44	591.75	51.50	170.35	170.35	3,009.24	5,231.65	(5,231.65)	#DIV/0!	
500115	VACATION	-	5,823.61	3,953.38	2,994.99	3,339.53	4,637.45	10,307.33	3,009.24	34,065.53	(34,065.53)	#DIV/0!	
500120	OTHER PAID ABSENCES	-	3,272.55	309.23	4,177.25	724.61	12,217.91	6,285.90	6,923.96	33,911.41	(33,911.41)	#DIV/0!	
500125	SICK AND EMERGENCY	-	3,715.85	3,087.15	3,259.44	3,971.24	2,640.65	4,115.24	2,767.14	23,556.71	(23,556.71)	#DIV/0!	
500135	BILINGUAL PAY	-	20.44	19.78	-	-	-	-	-	40.22	(40.22)	#DIV/0!	
500201	TEMPORARY	62,620.00	-	-	305.61	108.66	159.13	289.85	82.88	1,144.34	62,620.00	0.00%	
500301	OVERTIME	-	33.31	164.90	-	-	-	-	1,280.40	1,280.40	(1,144.34)	#DIV/0!	
500301	Parental Leave	-	-	-	-	-	-	-	-	1,280.40	(1,280.40)	#DIV/0!	
514400	PERA	1,171,647.00	85,145.05	69,735.45	87,023.81	88,435.89	81,321.08	81,684.05	75,472.33	568,817.66	602,829.34	48.55%	
514800	FICA	225,976.00	16,873.22	14,509.75	17,541.96	17,973.27	16,156.36	16,952.92	15,256.34	115,263.82	110,712.18	51.01%	
515600	OTHER EMPLOYEE BENEFITS	97,005.00	6,262.47	5,356.97	6,364.34	6,519.02	5,976.09	6,022.48	5,531.80	42,033.17	54,971.83	48.92%	
515601	OEB UNEMPLOYMENT/BUS	252,176.00	17,965.93	15,418.58	18,693.84	19,034.83	17,351.92	18,290.13	16,604.68	123,359.91	128,816.09	48.92%	
515602	OEB BASIC LIFE	2,821.00	232.98	179.48	228.37	280.43	198.79	253.40	201.92	1,575.37	1,245.63	55.84%	
515602	OEB BASIC LIFE	22,569.00	905.16	777.08	945.56	958.70	856.08	897.59	808.72	6,148.89	16,420.11	27.24%	
515700	FB-RETIREE HEALTH CARE	-	1,670.16	1,436.08	1,729.08	1,771.67	1,589.88	1,670.78	1,501.29	11,368.94	(11,368.94)	#DIV/0!	
519999	FRINGE RECOVERY-PC	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!
51 TOTAL	TOTAL FRINGE	600,547.00	43,909.92	37,677.94	45,503.15	46,537.92	42,129.12	44,087.30	39,904.75	299,750.10	300,796.90	49.91%	
520000	OTHER SERVICES	8,000.00	-	-	-	-	-	-	-	-	8,000.00	0.00%	
520500	PROFESSIONAL SERVICES	-	-	500.00	-	-	-	-	-	500.00	(500.00)	#DIV/0!	
521010	PRINTING & DUPLICATING	-	-	-	-	-	-	-	-	-	-	#DIV/0!	
521500	UTILITIES	-	-	-	-	-	-	-	-	-	-	#DIV/0!	
521544	TELECOM SVC AND EQUIP	-	54.86	54.86	54.86	54.93	54.92	54.92	54.92	329.35	(329.35)	#DIV/0!	
522000	SUPPLIES	37,368.00	299.94	299.94	4,083.82	-	-	1,252.00	5,635.76	5,635.76	31,732.24	15.08%	
522032	SUPPLIES FOOD	-	-	-	-	-	-	-	-	-	-	#DIV/0!	
522064	SUPPLIES PARENT SERVICES	25,000.00	1,739.23	551.00	-	450.92	-	269.83	260.42	3,271.40	21,728.60	13.09%	
522060	POSTAGE	-	0.55	-	-	-	-	-	-	0.55	(0.55)	#DIV/0!	
522510	TRAVEL (LOCAL/IN STATE)	-	164.06	287.42	-	195.00	620.85	197.53	360.56	2,092.44	(2,092.44)	#DIV/0!	
523000	TRAINING	-	1,110.00	-	-	-	-	-	-	1,110.00	(1,110.00)	#DIV/0!	
523400	DUES/MEMBERSHIPS	-	-	-	-	-	-	-	-	-	-	#DIV/0!	
523800	REPAIRS/MAINT	-	-	-	-	-	-	728.53	-	3,491.60	(3,491.60)	#DIV/0!	
527500	CONTRACTUAL SERVICES	33,000.00	55.00	11,322.50	1,797.00	566.24	399.83	6,345.50	6,345.50	17,723.00	15,277.00	53.71%	
527550	SVCs- RENTALS AND LEASES	-	-	-	-	-	-	-	-	-	-	#DIV/0!	
52 TOTAL	TOTAL OPERATING EXPENDITURES	103,368.00	3,123.70	13,015.72	6,202.70	1,267.09	7,421.10	2,502.81	620.98	34,154.10	69,213.90	33.04%	
531000	BUILDING AND OTHER STRUCTURES	-	-	-	-	-	-	-	-	-	-	#DIV/0!	
533000	MACH/EQUIP OTHER THAN AUTO	-	-	-	-	-	-	-	-	-	-	#DIV/0!	
533500	MACH/EQUIP OTHER THAN AUTO	-	-	-	-	-	-	-	-	-	-	#DIV/0!	
53 TOTAL	TOTAL CAPITAL OUTLAY	-	-	-	-	-	-	-	-	-	-	#DIV/0!	
594031	VEHICLE MNTC-MAINTENANCE	-	29.40	-	-	-	-	-	-	29.40	(29.40)	#DIV/0!	
594041	VEHICLE MNTC-FUELS	-	-	-	-	-	-	-	-	-	-	#DIV/0!	
59 TOTAL	TOTAL INTERNAL SERVICE CHARGES	-	29.40	-	-	-	-	-	-	29.40	(29.40)	#DIV/0!	
593110	INDIRECT COSTS	-	-	-	-	-	-	-	-	-	-	#DIV/0!	
59 INTERFUND	TRANSACTIONS Total	1,875,562.00	132,208.07	120,429.11	138,729.56	136,240.90	130,871.30	128,274.16	#####	902,751.26	972,810.74	48.13%	
GRAND TOTAL		1,875,562.00	132,208.07	120,429.11	138,729.56	136,240.90	130,871.30	128,274.16	#####	902,751.26	972,810.74	48.13%	

Current % 49%
Should Be 58%
Under spent 10%
Possible reversion \$ 191,327

FAMILY AND COMMUNITY SERVICES DEPARTMENT
 EARLY HEADSTART PROGRAM - FY2020 FEDERAL T & TA (3163451)
 GRANT EXPENDITURES

ACCOUNT DESCRIPTION	APPROP	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FINAL	YTD EXPENSES	REMAINING BALANCE	% EXPENDED
521010 PRINTING & DUPLICATING	5,000.00									-	5,000.00	0.00%
521540 US WEST SUMMARY LINE COSTS										-		#DIV/0!
522000 SUPPLIES		118.94	554.66							673.60	(673.60)	#DIV/0!
522032 SUPPLIES FOOD										-		#DIV/0!
522054 SUPPLIES PARENT SERVICES										-		#DIV/0!
522060 POSTAGE										-		#DIV/0!
522500 TRAVEL-EXPENSE	10,000.00		1,342.67		1,774.56	1,669.69	5,959.80			10,746.72	(746.72)	107.47%
522510 TRAVEL (LOCAL/IN STATE)										-		#DIV/0!
523000 TRAINING	4,906.00		175.00			300.00				475.00	4,431.00	9.68%
523400 DUES/MEMBERSHIPS										-		#DIV/0!
523800 REPAIRS/MAINT										-		#DIV/0!
527500 CONTRACTUAL SERVICES	25,000.00							5,850.00		5,850.00	19,150.00	23.40%
593110 IDOH OUT - FUND 110										-		#DIV/0!
52 TOTAL OPERATING EXPENDITURES	44,906.00	118.94	2,072.33	-	1,774.56	1,669.69	6,259.80	5,850.00	-	17,745.32	27,160.68	39.52%
GRAND TOTAL	44,906.00	118.94	2,072.33	-	1,774.56	1,669.69	6,259.80	5,850.00	-	17,745.32	27,160.68	39.52%

No expenditures in September

Current % 40%
 Should Be 58%
 Under spent 19%
 Possible reversion \$ 8,449.85

**FAMILY AND COMMUNITY SERVICES DEPARTMENT
EARLY HEADSTART PROGRAM - FY2020 FEDERAL (3163452)
MATCH EXPENDITURES**

ACCOUNT DESCRIPTION	APPROX	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FINAL	YTD EXPENSES	REMAINING BALANCE	% EXPENDED	YEAR END PROJECTION
500101 REGULAR WAGES	201,969.00	13,469.83	13,358.96	12,921.85	12,550.31	11,869.47	11,494.38	14,797.35	-	90,462.15	111,506.85	44.79%	106,308
500110 LONGEVITY WAGES	-	475.11	489.94	443.29	-	-	-	-	-	1,408.34	(1,408.34)	#DIV/0!	1,408
500115 VACATION	-	400.46	213.84	1,876.66	1,266.13	756.56	1,209.20	575.65	-	6,298.50	(6,298.50)	#DIV/0!	6,299
500120 OTHER PAID ABSENCES	-	743.07	26.05	887.20	1,266.13	2,419.59	804.54	1,896.50	-	6,776.95	(6,776.95)	#DIV/0!	6,777
500125 SICK AND EMERGENCY	-	627.27	275.61	1,536.49	836.43	779.96	445.41	668.47	-	5,168.64	(5,168.64)	#DIV/0!	5,169
500130 INJURY TIME	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!	-
500201 TEMPORARY	-	-	173.97	29.31	-	-	390.60	-	-	593.88	(593.88)	#DIV/0!	594
500301 OVERTIME	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!	-
50 TOTAL WAGES	201,969.00	15,715.74	14,538.37	17,693.80	14,652.87	15,825.58	14,344.13	17,937.97	-	110,708.46	91,260.54	54.81%	126,554
514400 PERA	40,355.00	3,170.43	2,933.99	3,570.44	2,965.89	3,213.63	2,841.68	3,631.31	-	22,327.37	18,027.63	55.33%	25,340
514800 FICA	15,450.00	1,146.24	1,054.61	1,291.68	1,067.33	1,155.36	1,044.93	1,309.53	-	8,069.68	7,380.32	52.23%	#REF!
515600 OTHER EMPLOYEE BENEFITS	40,769.00	2,713.14	2,744.24	2,922.69	2,513.92	2,750.58	2,559.12	3,000.70	-	19,204.39	21,564.61	47.11%	20,612
515601 OEB UNEMPLOYEMENT/BUS	575.00	42.40	35.93	45.15	42.83	39.62	39.65	48.86	-	294.44	280.56	51.21%	-
515602 OEB BASIC LIFE	-	157.67	144.51	176.40	147.00	158.71	140.12	179.01	-	1,103.42	(1,103.42)	#DIV/0!	-
515700 FB-RETIREE HEALTH CARE	4,039.00	314.41	287.52	353.15	293.15	317.01	279.16	358.83	-	2,203.23	1,835.77	54.55%	2,362
51 TOTAL FRINGE	101,188.00	7,544.29	7,200.80	8,359.51	7,030.12	7,634.91	6,904.66	8,528.24	-	53,202.53	47,985.47	52.58%	#REF!
521000 OTHER SERVICES	58,634.00	-	132.00	-	-	-	-	-	-	132.00	58,502.00	-	-
521510 - UTILITIES ELECTRIC	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!	-
521540 US WEST SUMMARY LINE COSTS	-	-	1,013.27	693.05	4,892.77	1,144.67	1,334.95	1,440.96	-	10,519.67	87,806.33	10.70%	63,118
522000 SUPPLIES	98,326.00	288.45	222.56	-	632.82	300.00	667.10	1,440.96	-	2,090.93	(2,090.93)	#DIV/0!	12,546
522032 SUPPLIES FOOD	-	1,966.98	1,304.95	1,051.52	912.68	924.55	4,661.27	177.40	-	10,999.35	(10,999.35)	#DIV/0!	65,996
522054 SUPPLIES PARENT SERVICES	-	26.35	73.43	72.16	17.55	21.95	25.47	65.95	-	302.86	(302.86)	#DIV/0!	-
522060 POSTAGE	-	48.72	(31.12)	391.16	131.29	206.65	181.37	117.16	-	1,045.23	3,954.77	20.90%	-
522510 TRAVEL (LOCAL/IN STATE) (522500)	5,000.00	-	-	-	-	-	-	-	-	-	-	#DIV/0!	-
523000 TRAINING	-	132.00	140.00	-	-	-	150.00	-	-	422.00	(422.00)	#DIV/0!	-
523400 DUES/MEMBERSHIPS	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!	-
523800 REPAIRS/MAINT	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!	-
527500 CONTRACTUAL SERVICES	15,000.00	-	-	-	-	-	-	-	-	-	15,000.00	0.00%	-
52 TOTAL OPERATING EXPENDITURES	176,960.00	2,442.50	2,855.09	2,207.89	6,587.11	2,597.82	7,020.16	1,801.47	-	25,512.04	151,447.96	14.42%	141,660
531000 BUILDING AND OTHER STRUCTURES	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!	-
533000 MACH/EQUIP OTHER THAN AUTO	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!	-
533500 MACH/EQUIP OTHER THAN AUTO	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!	-
53 TOTAL CAPITAL OUTLAY	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!	-
594031 VEHICLE MNTC-MAINTENANCE	-	239.20	1,312.65	1,740.26	835.29	835.29	274.80	-	-	2,850.35	(2,850.35)	#DIV/0!	-
594032 VEHICLE OUTSIDE MAINT	-	-	-	-	-	-	-	-	-	1,551.85	(1,551.85)	#DIV/0!	-
594041 VEHICLE MNTC-FUELS	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!	-
59 TOTAL INTERNAL SERVICE CHARGES	-	239.20	1,312.65	1,740.26	835.29	835.29	274.80	-	-	4,402.20	(4,402.20)	#DIV/0!	-
591265 TRANSFERS OUT - FUND 265	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!	-
593110 INDIRECT COSTS	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!	-
59 INTERFUND TRANSACTIONS Total	480,117.00	25,941.73	25,906.91	30,001.46	29,105.39	26,088.31	28,543.75	28,267.68	-	193,825.23	286,291.77	40.37%	#REF!

Current % 40%
Should Be 58%
Under spent 18%
Possible reversion \$ 86,243.02

Rent 119,196.63
Volunteers parent services
Other
480,117.00

**Child & Family Development Division
Staff Vacancies
(As of 2/4/2020)**

Early Head Start

	Number	Sites	Program	
Head Teacher				TA pending (sent 12/26)
Teacher	1	Trumbull	EHS	
Teaching Assistant	4	MacArthur SOW Trumbull Western Trail	EHS	
Temps		All during program hours	EHS	
TOTAL	5			

DCFD Total: 14

Current posting closes 2/6/20

5 additional positions available for division

Interviews scheduled for last week in February