

Head Start Monthly Report
November 2015

Conduct of Responsibilities-

Each Head Start agency shall ensure the sharing of accurate and regular information for use by the **Governing Body and Policy Council**, about program planning, policies, and Head Start agency operations, including.

- (A) monthly financial statements, including credit card expenditures;
- (B) monthly program information summaries;
- (C) program enrollment reports, including attendance reports for children whose care is partially subsidized by another public agency;
- (D) monthly reports of meals and snacks provided through programs of the Department of Agriculture;
- (E) the financial audit;
- (F) the annual self-assessment, including any findings related to such assessment;
- (G) the communitywide strategic planning and needs assessment of the Head Start agency, including any applicable updates;
- (H) communication and guidance from the Secretary;

A. Monthly Financial Statements including Credit card expenditures:

- October Statement: \$2,544.47

Items charged: Hotel accommodations for attendees of Leadership conference in Chicago, photo development of children's pictures for use within the program, Preschool Assessment forms, food service linens, and blankets for rest time in school day/school year program.

B. Program Information Summary:

Current PIR Data:

ENROLLMENT DATA	
Children enrolled for 2 nd year	34% -
Children enrolled for 1 st year	66%
English language Learners (English as second home language – All current ELL students are Marshallese)	7%- ELL support provided onsite via ELL Tutor
HEALTH SCREENS	
Vision Screens	97% completed
BMI screens	100% completed
Physical Examinations	83% completed
Dental Examinations	49% completed
FAMILY NEEDS	
Family has health insurance	At enrollment 85% -
Family has medical home	61% @ enrollment – 67% currently to date
Family has dental home	36% @ enrollment – 56% currently to date
Homeless Families (McKinney-Vento Act)	5%

Onsite follow up visit as a result of the Non-Compliance finding issued on 7/12/2015 related to the 10/29/2014 improper release of a child to a parent or legal guardian. Michael Butler, Program Specialist completed the onsite review including a bus ride along observation. The report of this visit will be forwarded to the Office of Head Start.

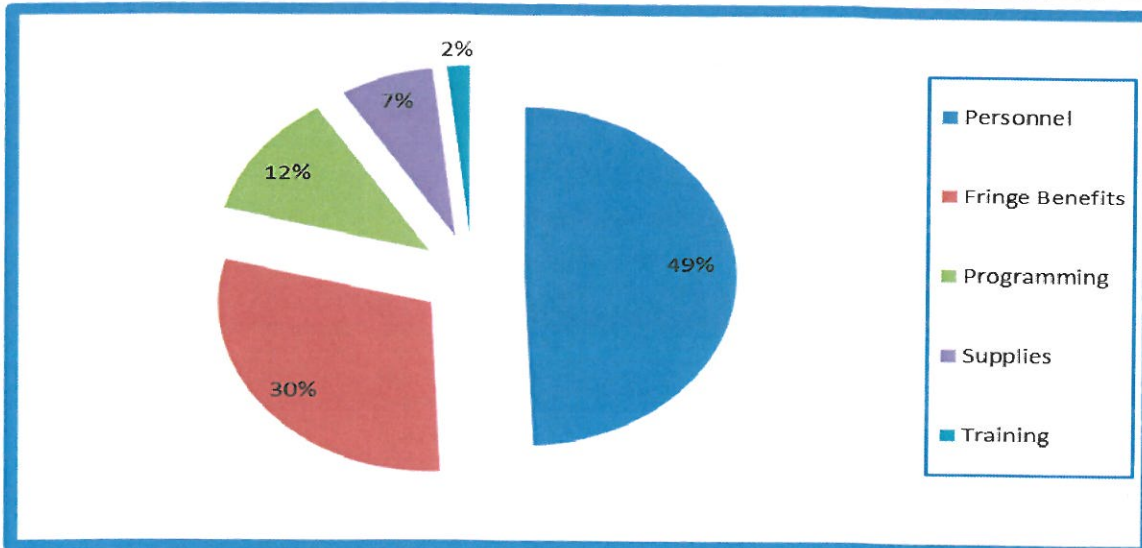
Budget Information - Non-Federal Share:

Celina City Schools Head Start 05CH8467									
2015 Fiscal Year Non-Federal Share									
Month	Support Personnel	Building Usage	Mileage	Volunteer	Goods & Services	Family Activities	Monthly Total	Total to Date	accumulative monthly amount Required
December	12,831.72	3,704.28		2,594.48	1,420.00	1,667.70	22,218.18	22,218.18	22,639.00
January	14,233.14	4,857.02		1,898.40	63.40	1,441.04	22,493.00	44,711.18	45,276.18
February	15,499.91	4,991.16		3,745.38	0.00	2,081.28	26,317.73	71,028.91	67,917.00
March	14,640.62	4,639.93	38.52	4,042.01		2,809.55	26,170.63	96,199.54	90,556.00
April	15,291.93	4,768.41	6.32	4,441.46		2,083.09	26,591.21	117,147.21	113,195.00
May	\$14,064.35	\$3,797.27		\$3,001.84		\$640.71	\$21,504.17	\$138,651.38	\$135,843.00
June	\$ 6,532.14	\$ 3,761.49					\$ 10,293.63	\$ 148,945.01	158,482.00
July	\$ 15,715.21	5741.75			122.94		\$ 21,579.90	\$ 170,524.90	\$181,112.00
August	0	0	0	0	0	0	0	170,524.90	
September	9,460.24	\$ 3,113.20		\$ 5,214.90	\$ 3,700.00	\$ 689.12	\$ 22,198.16	192,723.06	
October									
November									\$271,668.00

2016 Grant Application has been submitted and is being reviewed at Regional/National Office for approval. The total allocated for salary/fringe is in the 80% zone, which shows marked improvement from past grant years. Through participation in CACFP the agency receives funds to cover the cost of meal service. Thereby allowing for the addition of more fresh or frozen fruits and vegetables, and the introduction of variety of new food items. The children enjoy humus, Greek yogurt and meatless chili soup.

The 2016 Budget by Category

Category	Annual Budget	Monthly Budget
Personnel	535,759.00	44,647.00
Fringe Benefits	324,061.00	27,005.00
Programming	129,476.00	10,790.00
Supplies	78,099.00	6,508.00
Training	\$19,232.00	1,603.00
Total Funding	1,086,627.00	90,553.00



Enrollment Challenge:

C. Program Enrollment Report-

Head Start	Funded Enrollment	158	Actual Enrollment	147
Celina Preschool	Funded Enrollment	12 (grant)		12
• Sliding fee	Available Enrollment	17	Actual Enrollment	17

Enrollment by Program Option:

Home Base	2
½ Traditional Center Base	125
School Day/School Year (6 hrs. per day)	20

D. CACFP report: - September CACFP claimed meals/expected reimbursement –\$6,950.10

GRAND TOTALS FOR 2014-15 SCHOOL YEAR

MONTH SERVED	TOTAL DAYS ATT.	TOTAL BREAKFAST	TOTAL SNACKS	TOTAL LUNCHES
OCT	17-MCHS 17-CPPS	973	1304	2048
NOV	12	627	846	1384
DEC	10	551	744	1128
JAN	10-CPPS&MCHS/6-ROCK	431	736	1294
FEB	15-CPPS&MCHS/16-ROCK	726	1150	1836
MAR	ALL 16	730	1195	2070
APR	mchs-18/rock-19	937	1535	2330
MAY	12	591	994	1478
Sept 2015	14	893	1072	1610
GRAND TOTALS 14-15	MCHS = 124 ROCKFORD 122	6459	9576	15178

H. Communication and guidance from the Secretary;

<https://eclkc.ohs.acf.hhs.gov/hslc/hs/news/blog/federal-tta.html>