SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

Agenda Item 10.2

Meeting Date: **August 20, 2015**

Subject: Head Start/Early Head Start Reports

- ☒ Information Item Only
- ☐ Approval on Consent Agenda
- ☐ Conference (for discussion only)
- ☐ Conference/First Reading (Action Anticipated: _____)
- ☐ Conference/Action
- ☐ Action
- ☐ Public Hearing

Division/Department: Academic Office/Child Development

Recommendation: None

Background/Rationale: The Office of Head Start, under the auspices of the U.S. Department of Health and Human Services/Administration for Children and Families, mandates that all Head Start/Early Head Start governing entities receive specified reports related to the operational and fiduciary status of the program. These reports must include information and/or a status update in the followings areas: budget, credit card usage, USDA meals/snacks, enrollment, and program updates or summaries, if applicable. Attached, are essential monthly reports for Board members' review.

Documents Attached

Attachment 1
Head Start / Early Head Start
Monthly Report Summary

Budget Reports

May 2015 Budget Report Attached
June 2015 Budget Report Attached

USDA Meals and Snacks for May 2015

	Breakfast	***Lunch***	***Snack am***	***Snack pm***
Early Head Start	118	210	NA	97
Head Start Part-day	3890	1172	3644	941
			NA	4075
Full-day Collaboration	3904	4369	NA	2494

USDA Meals and Snacks for June 201

	2573	***811***	***2435***	***587***
Head Start Wrap	***3418***	***3091***	***NA***	***2734***
Full-day Collaboration	***2816***	***3068***	***NA***	***1756***

Credit Card Expenses for June 2015

$ 43.60 PC mailing
$ 64.54 Refreshments for Policy Committee Meeting

Credit Card Expenses for July 2015

$ 17.90 Supplies for EHS Centers
$ 88.93 Supplies for EHS Centers

Enrollment Report for June 2015

Head Start Enrollment	
Funded Enrollment	1312
Actual Enrollment	1270
Percentage of Actual Attendance	76%

Early Head Start Enrollment	
Funded Enrollment	144
Actual Enrollment	144
Percentage of Actual Attendance	87%

Month: **May 1 - May 31, 2015**

Agreement No.: **09CH0012-005**

Delegate: **SACRAMENTO CITY UNIFIED SCHOOL DISTRICT**

Program: X PA 22 HS BASIC R5210

Remit to address: **GENERAL ACCOUNTING DEPARTMENT - 802A**

5735 47TH AVENUE

SACRAMENTO, CA 95824

PA 20 BASIC T/TA

PA 25 EHS

PA 26 EHS T/TA

OTHER

Month:

Attachment 6

CHILD DEVELOPMENT DEPARTMENT
FISCAL REPORT
R5210

Month: **June 1 - June 30, 2015**

Agreement No.: **09CH0012-005**

Delegate: **SACRAMENTO CITY UNIFIED SCHOOL DISTRICT**

Program: [X] PA 22 HS BASIC R5210

Remit to address: **GENERAL ACCOUNTING DEPARTMENT - 802A**

5735 47TH AVENUE

SACRAMENTO, CA 95824

[ ] PA 20 BASIC T/TA

[ ] PA 25 EHS

[ ] PA 26 EHS T/TA

[ ] OTHER

	Cost Item	Actual Expenses: Current Period & Adjustments	Actual Expenses: Cumulative To Date	* Current Budget	Unexpended Balance
I.	Personnel	22,580.98	255,509.48	278,060.00	22,550.52
	Fringe Benefits	11,922.10	126,982.73	183,520.00	56,537.27
A	Occupancy	0.00	0.00	500.00	500.00
D	Staff Travel	29.95	114.27	2,173.00	2,058.73
M	Supplies	2,194.34	22,128.65	100.00	(22,028.65)
I	Other	895.88	3,555.77	10,000.00	6,444.23
N	Indirect Costs 4.51%	29,479.14	370,519.89	371,806.00	1,286.11
	I. TOTAL ADMINISTRATION	$67,102.39	$778,810.79	$846,159.00	$67,348.21
	NON-FEDERAL ADMINISTRATION *				
	TOTAL FED & NON-FED ADMIN	$67,102.39	$778,810.79	$846,159.00	$67,348.21
II.	a. Personnel**	335,084.92	4,472,266.71	4,276,881.00	(195,385.71)
	b. Fringe Benefits**	249,238.39	3,117,048.52	2,992,363.000.00	
					2,955.72

Gerardo Castillo	7/16/2015	Shelagh Ferguson	916.643.7878
Chief Business Officer - Authorized Signature	Date	Prepared By	Phone

File: R5210.14-15.xls

HEAD START ENROLLMENT
Funded Enrollment 1312

Month: **June 1 - June 30, 2015** Agreement No.: **09CH0012-005**

Delegate: **SACRAMENTO CITY UNIFIED SCHOOL DISTRICT** Program: PA 22 HS BASIC

Remit to address: **GENERAL ACCOUNTING DEPARTMENT - 802A** X PA 20 BASIC T/TA R5212

5735 47TH AVENUE PA 25 EHS

SACRAMENTO, CA 95824 PA 26 EHS T/TA

OTHER

		Cost Item	Actual Expenses Current Period & Adjustments	Cumulative To Date	* Current Budget	Unexpended Balance
		Personnel				0.00
		Fringe Benefits				0.00
A		Occupancy				0.00
D		Staff Travel				0.00
M		Supplies				0.00
I		Other				0.00
N		Indirect Costs				0.00
	I.	TOTAL ADMINISTRATION	$0.00	$0.00	$0.00	$0.00
		NON-FEDERAL ADMINISTRATION *				
		TOTAL FED & NON-FED ADMIN	$0.00	$0.00	$0.00	$0.00
II.	a.	Personnel**	0.00	0.00	0.00	0.00
	b.	Fringe Benefits**	0.00	0.00	0.00	0.00
P	c.	Travel	647.77	6,623.52	6,220.00	(403.52)
R	d.	Equipment	0.00	0.00	0.00	0.00
O	e.	Supplies	0.00	363.07	3,323.00	2,959.93
G						

Month: **June 1 - June 30, 2015**

Agreement No.: **09CH0012-205**

Delegate: **SACRAMENTO CITY UNIFIED SCHOOL DISTRICT**

Program: PA 22 HS BASIC

Remit to address: **GENERAL ACCOUNTING DEPARTMENT - 802A**

PA 20 BASIC T/TA

5735 47TH AVENUE

X PA 25 EHS R5213

SACRAMENTO, CA 95824

PA 26 EHS T/TA

OTHER

	Cost Item	Actual Expenses Current Period & Adjustments	Cumulative To Date	* Current Budget	Unexpended Balance
1	Personnel	3,519.94	39,226.62	37,362.00	(1,864.62)
	Fringe Benefits	2,051.88	22,317.85	24,659.00	2,341.15
A	Occupancy	0.00	0.00	500.00	500.00
D	Staff Travel	0.00	0.00	0.00	0.00
M	Supplies	485.73	2,380.84	0.00	(2,380.84)
I	Other	250.65	929.61	600.00	(329.61)
N	Indirect Costs 4.51%	6,673.06	63,114.33	66,329.00	3,214.67

EARLY HEAD START ENROLLMENT
Funded Enrollment 144

Month: **June 1 - June 30, 2015** Agreement No.: **09CH0012-205**

Delegate: **SACRAMENTO CITY UNIFIED SCHOOL0 10.83CH5/978./0Te:**