



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item # 10.2

Meeting Date: April 24, 2014

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.

Financial Considerations: N/A

Documents Attached:

- Attachment 1: Head Start/Early Head Start Monthly Report Summary
- Attachment 2: SETA Fiscal Audit
- Attachment 3: Child Development February Fiscal Report - Head Start Basic
- Attachment 4: Child Development February Fiscal Report - Head Start Training & Technical Assistance
- Attachment 5: Child Development February Fiscal Report – Early Head Start Basic
- Attachment 6: Child Development February Fiscal Report – Early Head Start Training & Technical Assistance
- Attachment 7: Child Development March Fiscal Report - Head Start Basic
- Attachment 8: Child Development March Fiscal Report - Head Start Training & Technical Assistance
- Attachment 9: Child Development March Fiscal Report – Early Head Start Basic
- Attachment 10: Child Development March Fiscal Report – Early Head Start Training & Technical Assistance

Estimated Time of Presentation: N/A

Submitted by: Dr. Olivine Roberts, Chief Academic Officer
Dr. Wanda Roundtree, Interim Director-Child Dev.

Approved by: Dr. Sara Noguchi, Interim

Attachment 1
Head Start / Early Head Start
Monthly Report Summary

Budget Reports

February Budget Reports Attached
 March Budget Reports Attached

USDA Meals and Snacks for February

	<i>Breakfast</i>	<i>Lunch</i>	<i>Snack am</i>	<i>Snack pm</i>
Early Head Start	333	411	NA	247
Head Start Part-day	3737	1880	3621	1381
Head Start Wrap	8051	5269	NA	5122
Full-day Collaboration	1441	1606	NA	1095

Credit Card Expenses for March

\$ 16.75 Refreshment for Program Design & management Sub-Committee Mtg. 3/5/14
 \$ 123.76 Children's snack for First 5 School Readiness Fair 3/8/14
 \$ 59.79 Refreshments for Policy Council Meeting 3/13/14
 \$ 21.52 Refreshments for Parent Education Workshop 3/20/14
 \$ 33.70 Refreshments for Parent Education Workshop 3/20/14

Enrollment Report for March

Head Start Enrollment		Early Head Start Enrollment	
Funded Enrollment	1292	Funded Enrollment	147
Actual Enrollment	1292	Actual Enrollment	147
Percentage of Actual Attendance	82%	Percentage of Actual Attendance	76%

Disabilities Report for March

Head Start 169
 Early Head Start 19

Comments/Program Up-dates

Child Development's School Readiness Fair - A Huge Success!

The School Readiness Fair was held Saturday, March 16, 2014. This annual community event, which is specifically targeted to families with children between the ages of zero-five, is funded by First 5 – Partners for School Readiness. The primary purpose of the School Readiness Fair is to provide services and information to participants that will facilitate children's transition to kindergarten, which is so critical to their initial adjustment to formal schooling and academic success over time. The March 16th event was a huge success and a wonderful example of the old adage: ***"It takes a village to raise a child"***. Several families, community members, collaborative partners, vendors

and entertainment entities participated in the fair. Beyond a doubt, the fair conveyed SCUSD's unique position as a major force in family/community engagement and the district's firm belief that the process for ensuring that students are career and college ready begins during the preschool years. Below are data derived from the event:

- A total of 430 children and adults participated in the event (215 children-total)
- 200 families were enrolled in Covered California
- 44 children were administered the Brigance Developmental Screener
- 62 children received vision screening
- 51 children received hearing screening
- 99 children received dental screening
- 94 children were screened for nutrition/health concerns (children's height, weight (BMI) and blood pressure were determined)
- 60 families pre-registered for enrollment in the Child Development program (2014-2015)
- 44 families registered and completed an application for enrollment in the 2014 Kindergarten Readiness Summer Academy.

Head Start/Early Head Start Federal Review

SETA has received official notice from the Administration for Children and Families/ Office of Head Start that ***the federal review will occur April 21st - May 1st***. As indicated previously, the federal review will entail an extensive investigation of Child Development's fiduciary, programmatic and governance processes, systems and procedures. Preparation for the review has been occurring for quite some time now, hence, the department anticipates successful results.

Kindergarten Readiness Summer Academy

The Kindergarten Readiness Summer Academy is a five-week program that provides enrichment opportunities for kindergarten-bound youngsters. Slots are exclusively reserved for youngsters who have not had formal preschool experiences and/or who have been diagnosed with mild to significant disabilities. Nine (9) SCUSD elementary schools (12 classrooms total) will serve as host sites for the Kindergarten Readiness Summer Academy this year, which will occur June 30th – July 31st.

Overall, 288 youngsters will benefit from the program this year. The Academy is staffed with SCUSD credentialed kindergarten teachers and CHDV teachers. Enrolled children will also receive backpacks containing literacy artifacts as well as a range of

comprehensive services and support. Funding for this initiative is provided by First 5 California-Partners for School Readiness.



Sacramento
Employment and
Training
Agency

Attachemnt 2

March 7, 2014

GOVERNING BOARD

DON NOTTOLI
Board of Supervisors
County of Sacramento

ALLEN WARREN
Councilmember
City of Sacramento

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Councilmember
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Public Representative

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Board of Supervisors
County of Sacramento

KATHY KOSSICK
Executive Director
925 Del Paso Blvd., Suite 100
Sacramento, CA 95815

Main Office
(916) 263-3800

Head Start
(916) 263-3804

Website: <http://www.seta.net>

Dr. Wanda Roundtree
Sacramento City Unified School District
5735 47th Avenue
Sacramento, CA 95824

Dear Dr. Roundtree:

This office wishes to thank you and your staff, and the Budget Services Department for the courtesy and helpfulness extended to us during our fiscal monitoring visit on September 26, October 14, and December 10, 13, 16, and 17, 2013

The results of that monitoring have been summarized on the attached memorandum, which covers findings and general observations.

We sincerely hope that this information will be helpful in the administration of your program. If you should have any questions, please do not hesitate to call me at (916) 263-3821.

Sincerely,

Tammi Kerch
Accountant II

Attachments

***"Preparing People for Success: in School, in
Work, in Life"***

Memorandum
Fiscal Monitoring Findings
Page 2

Program Operator: Sacramento City Unified School District

Findings and General Observations:

The total costs as reported to SETA from August 1, 2012 to July 31, 2013 have been traced to the delegate's fiscal records. The records were verified and appear to be in order.

There are no findings

Recommendations for Corrective Action:

There are no corrective actions required.

cc: Kathy Kossick
Governing Board
Policy Council

MEMORANDUM

TO: Dr. Wanda Roundtree **DATE:** March 7, 2014
FROM: Tammi L. Kerch, SETA Fiscal Monitor
RE: On-Site Fiscal Monitoring of Sacramento City Unified School District

<u>PROGRAM</u>	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>CONTRACT PERIOD</u>	<u>PERIOD COVERED</u>
Head Start	Basic	\$ 8,376,924	8/1/12-7/31/13	8/1/12-7/31/13
Head Start	T & TA	\$ 20,000	8/1/12-7/31/13	8/1/12-7/31/13
Early HS	Basic	\$ 1,517,317	8/1/12-7/31/13	8/1/12-7/31/13
Early HS	T & TA	\$ 27,564	8/1/12-7/31/13	8/1/12-7/31/13

Monitoring Purpose: Initial ____ Follow-Up ____ Special ____ Final X

Date of review: Sept. 26, Oct 14, Dec 10, 13, 16, and 17, 2013

AREAS EXAMINED		SATISFACTORY		COMMENTS/ RECOMMENDATIONS	
		YES	NO	YES	NO
1	Accounting Systems/Records	X			
2	Internal Control	X			
3	Bank Reconciliation	N/A			
4	Disbursement Control	X			
5	Staff Payroll/Files	X			
6	Fringe Benefits	X			
7	Participant Payroll	N/A			
8	Davis Bacon Act	N/A			
9	Indirect Cost Allocation	X			
10	Adherence to Contract/Budget	X			
11	In-Kind Contribution	X			
12	Equipment Records	X			

Attachment 3
CHILD DEVELOPMENT DEPARTMENT
FISCAL REPORT
R5210

Month: February 1 - February 28, 2014

Agreement No.: 09CH0012-005

Delegate: SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

Program: ☒ PA 22 HS BASIC R5210

Remit to address: GENERAL ACCOUNTING DEPARTMENT - 802A

☐ PA 20 BASIC T/TA

5735 47TH AVENUE

☐ PA 25 EHS

SACRAMENTO, CA 95824

☐ PA 26 EHS T/TA

☐ OTHER

Cost Item		Actual Expenses		* Current Budget	Unexpended Balance
		Current Period & Adjustments	Cumulative To Date		
I	Personnel	20,243.95	137,266.96	211,914.00	74,647.04
	Fringe Benefits	10,164.99	68,503.39	67,812.00	(691.39)
	Occupancy	0.00	61.95	2,000.00	1,938.05
	Staff Travel	16.21	53.82	300.00	246.18
	Supplies	2,139.06	16,475.97	10,100.00	(6,375.97)
	Other	1,101.25	5,567.64	10,000.00	4,432.36
	Indirect Costs (3.56%)	25,093.38	160,159.10	272,791.00	112,631.90
	I. TOTAL ADMINISTRATION	\$58,758.84	\$388,088.83	\$574,917.00	\$186,828.17
	NON-FEDERAL ADMINISTRATION *				
	TOTAL FED & NON-FED ADMIN	\$58,758.84	\$388,088.83	\$574,917.00	\$186,828.17
II	a. Personnel**	384,747.61	2,511,315.38	4,064,426.00	1,553,110.62
	b. Fringe Benefits**	269,609.50	1,696,300.57	3,127,157.00	1,430,856.43
	c. Travel	0.00	0.00	0.00	0.00
	d. Equipment	0.00	0.00	0.00	0.00
	e. Supplies	12,419.67	34,130.54	81,300.00	47,169.46
	f. Contractual	0.00	0.00	0.00	0.00
	g. Construction	0.00	0.00	0.00	0.00
	h. Other	4,427.83	29,174.28	87,660.00	58,485.72
	II. TOTAL PROGRAM	\$671,204.61	\$4,270,920.77	\$7,360,543.00	3,089,622.23
	NON-FEDERAL PROGRAM - January	\$160,270.28	\$851,996.21	\$1,988,865.00	1,136,868.79
TOTAL SETA COSTS (I + II)		\$729,963.45	\$4,659,009.60	\$7,935,460.00	3,276,450.40

Ken A. Forrest 
 Chief Business Officer - Authorized Signature

3/25/2014

Date

Shelagh Ferguson

Prepared By

916.643.7878

Phone

File: R5210.13-14.xls

HEAD START ENROLLMENT
 Funded Enrollment 1292

Attachment 4

CHILD DEVELOPMENT DEPARTMENT
FISCAL REPORT

R5212

Month: February 1 - February 28, 2014Agreement No.: 09CH0012-005Delegate: SACRAMENTO CITY UNIFIED SCHOOL DISTRICTProgram: ☐ PA 22 HS BASICRemit to address: GENERAL ACCOUNTING DEPARTMENT - 802A☒ PA 20 BASIC T/TA R52125735 47TH AVENUE☐ PA 25 EHSSACRAMENTO, CA 95824☐ PA 26 EHS T/TA☐ OTHER

Cost Item		Actual Expenses		* Current Budget	Unexpended Balance
		Current Period & Adjustments	Cumulative To Date		
I A D M J N	Personnel				0.00
	Fringe Benefits				0.00
	Occupancy				0.00
	Staff Travel				0.00
	Supplies				0.00
	Other				0.00
	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 P R O G R A M	a. Personnel**	0.00	0.00	0.00	0.00
	b. Fringe Benefits**	0.00	0.00	0.00	0.00
	c. Travel	0.00	0.00	6,600.00	6,600.00
	d. Equipment	0.00	0.00	0.00	0.00
	e. Supplies	0.00	0.00	1,450.00	1,450.00
	f. Contractual	0.00	0.00	0.00	0.00
	g. Construction	0.00	0.00	0.00	0.00
	h. Other	2,014.81	5,609.73	11,262.00	5,652.27
	Indirect 3.56%	71.73	199.71	688.00	488.29
	II. TOTAL PROGRAM	\$2,086.54	\$5,809.44	\$20,000.00	14,190.56
NON-FEDERAL PROGRAM		\$0.00	\$0.00	\$0.00	0.00
TOTAL SETA COSTS (I + II)		\$2,086.54	\$5,809.44	\$20,000.00	14,190.56

Ken A. Forrest



3/25/2014

Shelagh Ferguson

916.643.7878

Chief Business Officer - Authorized Signature

Date

Prepared By

Phone

Attachment 5

**CHILD DEVELOPMENT DEPARTMENT
FISCAL REPORT
R5213**

Month: February 1 - February 28, 2014Agreement No.: 09CH0012-005Delegate: SACRAMENTO CITY UNIFIED SCHOOL DISTRICTProgram: ☐ PA 22 HS BASICRemit to address: GENERAL ACCOUNTING DEPARTMENT - 802A☐ PA 20 BASIC T/TA5735 47TH AVENUE☒ PA 25 EHS

R5213

SACRAMENTO, CA 95824☐ PA 26 EHS T/TA☐ OTHER

Cost Item		Actual Expenses		* Current Budget	Unexpended Balance
		Current Period & Adjustments	Cumulative To Date		
I	Personnel	3,937.17	27,594.00	52,575.00	24,981.00
	Fringe Benefits	2,200.98	14,961.69	27,079.00	12,117.31
A	Occupancy	0.00	0.00	575.00	575.00
D	Staff Travel	3.79	5.96	0.00	(5.96)
M	Supplies	191.58	1,465.07	1,250.00	(215.07)
J	Other	283.62	613.92	1,200.00	586.08
N	Indirect Costs 3.56%	4,207.52	29,644.34	49,411.00	19,766.66
	I. TOTAL ADMINISTRATION	\$10,824.66	\$74,284.98	\$132,090.00	\$57,805.02
	NON-FEDERAL ADMINISTRATION *				
	TOTAL FED & NON-FED ADMIN	\$10,824.66	\$74,284.98	\$132,090.00	\$57,805.02
II	a. Personnel**	61,453.11	471,933.62	703,391.00	231,457.38
	b. Fringe Benefits**	47,058.35	300,252.00	508,563.00	208,311.00
P	c. Travel	0.00	0.00	0.00	0.00
R	d. Equipment	0.00	0.00	0.00	0.00
O	e. Supplies	1,277.98	9,115.77	54,272.00	45,156.23
G	f. Contractual	0.00	0.00	0.00	0.00
R	g. Construction	0.00	0.00	10,763.00	10,763.00
A	h. Other	1,782.22	6,764.35	28,275.00	21,510.65
M					
	II. TOTAL PROGRAM	\$111,571.66	\$788,065.74	\$1,305,264.00	517,198.26
	NON-FEDERAL PROGRAM - January	\$47,590.56	\$222,061.58	\$366,230.00	144,168.42
	TOTAL SETA COSTS (I + II)	\$122,396.32	\$862,350.72	\$1,437,354.00	575,003.28

 Ken A. Forrest 
 Chief Business Officer - Authorized Signature

3/25/2014

Shelagh Ferguson

916.643.7878

Date

Prepared By

Phone

File: R5213.13-14.xls

EARLY HEAD START ENROLLMENT
 Funded Enrollment 146

Attachment 6

**CHILD DEVELOPMENT DEPARTMENT
FISCAL REPORT
R5216**

Month: February 1 - February 28, 2014Agreement No.: 09CH0012-005Delegate: SACRAMENTO CITY UNIFIED SCHOOL DISTRICTProgram: ☐ PA 22 HS BASICRemit to address: GENERAL ACCOUNTING DEPARTMENT - 802A☐ PA 20 BASIC T/TA5735 47TH AVENUE☐ PA 25 EHSSACRAMENTO, CA 95824☒ PA 26 EHS T/TA

R5216

☐ OTHER

Cost Item		Actual Expenses		* Current Budget	Unexpended Balance
		Current Period & Adjustments	Cumulative To Date		
I A D M I N	Personnel				0.00
	Fringe Benefits				0.00
	Occupancy				0.00
	Staff Travel				0.00
	Supplies				0.00
	Other				0.00
	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 P R O G R A M	a. Personnel**	0.00	0.00	0.00	0.00
	b. Fringe Benefits**	0.00	0.00	0.00	0.00
	c. Travel	0.00	0.00	2,200.00	2,200.00
	d. Equipment	0.00	0.00	0.00	0.00
	e. Supplies	0.00	706.12	2,116.00	1,409.88
	f. Contractual	0.00	0.00	0.00	0.00
	g. Construction	0.00	0.00	0.00	0.00
	h. Other	1,995.97	4,071.20	22,300.00	18,228.80
	Indirect 3.56%	71.06	170.08	948.00	777.92
	II. TOTAL PROGRAM	\$2,067.03	\$4,947.40	\$27,564.00	22,616.60
NON-FEDERAL PROGRAM		\$0.00	\$0.00	\$0.00	0.00
TOTAL SETA COSTS (I + II)		\$2,067.03	\$4,947.40	\$27,564.00	22,616.60

Ken A. Forrest



3/25/2014

Shelagh Ferguson

916.643.7878

Chief Business Officer - Authorized Signature

Date

Prepared By

Phone

Attachment 7
CHILD DEVELOPMENT DEPARTMENT
FISCAL REPORT
R5210

Month: March 1 - March 31, 2014 Agreement No.: 09CH0012-005

Delegate: SACRAMENTO CITY UNIFIED SCHOOL DISTRICT Program: ☒ PA 22 HS BASIC R5210


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

5735 47TH AVENUE ☐ PA 25 EHS

SACRAMENTO, CA 95824 ☐ PA 26 EHS T/TA

☐ OTHER

Cost Item		Actual Expenses		* Current Budget	Unexpended Balance
		Current Period & Adjustments	Cumulative To Date		
I A D M I N	Personnel	20,243.95	157,510.91	211,914.00	54,403.09
	Fringe Benefits	10,400.61	78,904.00	67,812.00	(11,092.00)
	Occupancy	0.00	61.95	2,000.00	1,938.05
	Staff Travel	14.85	68.67	300.00	231.33
	Supplies	245.08	16,721.05	10,100.00	(6,621.05)
	Other	0.00	5,567.64	10,000.00	4,432.36
	Indirect Costs (3.56%)	25,635.05	185,794.15	272,791.00	86,996.85
	I. TOTAL ADMINISTRATION	\$56,539.54	\$444,628.37	\$574,917.00	\$130,288.63
	NON-FEDERAL ADMINISTRATION *				
	TOTAL FED & NON-FED ADMIN	\$56,539.54	\$444,628.37	\$574,917.00	\$130,288.63
II P R O G R A M	a Personnel**	404,170.21	2,915,485.59	4,064,426.00	1,148,940.41
	b Fringe Benefits**	278,302.32	1,974,602.89	3,127,157.00	1,152,554.11
	c. Travel	722.00	722.00	0.00	(722.00)
	d. Equipment	0.00	0.00	0.00	0.00
	e. Supplies	989.24	35,119.78	81,300.00	46,180.22
	f. Contractual	0.00	0.00	0.00	0.00
	g. Construction	0.00	0.00	0.00	0.00
	h. Other	4,997.33	34,171.61	87,660.00	53,488.39
	II. TOTAL PROGRAM	\$689,181.10	\$4,960,101.87	\$7,360,543.00	2,400,441.13
	NON-FEDERAL PROGRAM - February	\$163,875.45	\$1,015,871.66	\$1,988,865.00	972,993.34
TOTAL SETA COSTS (I + II)		\$745,720.64	\$5,404,730.24	\$7,935,460.00	2,530,729.76

Ken A. Forrest  Chief Business Officer - Authorized Signature	4/4/2014 Date	Shelagh Ferguson Prepared By	916.643.7878 Phone
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File: R5210.13-14.xls

HEAD START ENROLLMENT
 Funded Enrollment 1292

Attachment 8

CHILD DEVELOPMENT DEPARTMENT
FISCAL REPORT

R5212

Month: March 1 - March 31, 2014Agreement No.: 09CH0012-005Delegate: SACRAMENTO CITY UNIFIED SCHOOL DISTRICTProgram: ☐ PA 22 HS BASICRemit to address: GENERAL ACCOUNTING DEPARTMENT - 802A☒ PA 20 BASIC T/TA R52125735 47TH AVENUE☐ PA 25 EHSSACRAMENTO, CA 95824☐ PA 26 EHS T/TA☐ OTHER

Cost Item		Actual Expenses		* Current Budget	Unexpended Balance
		Current Period & Adjustments	Cumulative To Date		
I	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	797.00	797.00	6,600.00	5,803.00
R	d. Equipment	0.00	0.00	0.00	0.00
O	e. Supplies	0.00	0.00	1,450.00	1,450.00
G	f. Contractual	0.00	0.00	0.00	0.00
R	g. Construction	0.00	0.00	0.00	0.00
A	h. Other	441.26	6,050.99	11,262.00	5,211.01
M	Indirect 3.56%	44.08	243.79	688.00	444.21
	II. TOTAL PROGRAM	\$1,282.34	\$7,091.78	\$20,000.00	12,908.22
	NON-FEDERAL PROGRAM	\$0.00	\$0.00	\$0.00	0.00
	TOTAL SETA COSTS (I + II)	\$1,282.34	\$7,091.78	\$20,000.00	12,908.22

Ken A. Forrest

4/4/2014

Shelagh Ferguson

916.643.7878

Chief Business Officer - Authorized Signature

Date

Prepared By

Phone

Attachment 9
CHILD DEVELOPMENT DEPARTMENT
FISCAL REPORT
R5213

Month: March 1 - March 31, 2014

Agreement No.: 09CH0012-005

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

☒ PA 25 EHS

R5213

SACRAMENTO, CA 95824

☐ PA 26 EHS T/TA

☐ OTHER

Cost Item		Actual Expenses		* Current Budget	Unexpended Balance
		Current Period & Adjustments	Cumulative To Date		
I A D M I N	Personnel	3,937.17	31,531.17	52,575.00	21,043.83
	Fringe Benefits	2,214.96	17,176.65	27,079.00	9,902.35
	Occupancy	0.00	0.00	575.00	575.00
	Staff Travel	0.00	5.96	0.00	(5.96)
	Supplies	0.00	1,465.07	1,250.00	(215.07)
	Other	0.00	613.92	1,200.00	586.08
	Indirect Costs 3.56%	4,241.58	33,885.92	49,411.00	15,525.08
	I. TOTAL ADMINISTRATION	\$10,393.71	\$84,678.69	\$132,090.00	\$47,411.31
	NON-FEDERAL ADMINISTRATION *				
	TOTAL FED & NON-FED ADMIN	\$10,393.71	\$84,678.69	\$132,090.00	\$47,411.31
II P R O G R A M	a. Personnel**	62,435.32	534,368.94	703,391.00	169,022.06
	b. Fringe Benefits**	49,041.71	349,293.71	508,563.00	159,269.29
	c. Travel	0.00	0.00	0.00	0.00
	d. Equipment	0.00	0.00	0.00	0.00
	e. Supplies	569.56	9,685.33	54,272.00	44,586.67
	f. Contractual	0.00	0.00	0.00	0.00
	g. Construction	0.00	0.00	10,763.00	10,763.00
	h. Other	946.91	7,711.26	28,275.00	20,563.74
	II. TOTAL PROGRAM	\$112,993.50	\$901,059.24	\$1,305,264.00	404,204.76
	NON-FEDERAL PROGRAM - February	\$34,429.61	\$256,491.19	\$366,230.00	109,738.81
TOTAL SETA COSTS (I + II)		\$123,387.21	\$985,737.93	\$1,437,354.00	451,616.07

Ken A. Forrest 

4/4/2014

Shelagh Ferguson

916.643.7878

Chief Business Officer - Authorized Signature

Date

Prepared By

Phone

File: R5213.13-14.xls

EARLY HEAD START ENROLLMENT
 Funded Enrollment 147

Attachment 10
CHILD DEVELOPMENT DEPARTMENT
FISCAL REPORT
R5216

Month: March 1 - March 31, 2014

Agreement No.: 09CH0012-005

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

☐ PA 25 EHS

SACRAMENTO, CA 95824

☒ PA 26 EHS T/TA

R5216

☐ OTHER

Cost Item		Actual Expenses		* Current Budget	Unexpended Balance
		Current Period & Adjustments	Cumulative To Date		
I	Personnel				0.00
	Fringe Benefits				0.00
	Occupancy				0.00
	Staff Travel				0.00
	Supplies				0.00
	Other				0.00
	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
	c. Travel	0.00	0.00	2,200.00	2,200.00
	d. Equipment	0.00	0.00	0.00	0.00
	e. Supplies	0.00	706.12	2,116.00	1,409.88
	f. Contractual	0.00	0.00	0.00	0.00
	g. Construction	0.00	0.00	0.00	0.00
	h. Other	131.25	4,202.45	22,300.00	18,097.55
	Indirect 3.56%	4.67	174.75	948.00	773.25
	II. TOTAL PROGRAM	\$135.92	\$5,083.32	\$27,564.00	22,480.68
NON-FEDERAL PROGRAM		\$0.00	\$0.00	\$0.00	0.00
TOTAL SETA COSTS (I + II)		\$135.92	\$5,083.32	\$27,564.00	22,480.68

Ken A. Forrest

4/4/2014

Shelagh Ferguson

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