



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 11.2

Meeting Date: October 20, 2016

Subject: Head Start/Early Head Start/Early Head Start Expansion Reports

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

Division: 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

LCAP Goal(s): College, Career and Life Ready Graduates; Family and Community Empowerment

Documents Attached:

1. Head Start/Early Head Start Monthly Report Summary - September
2. Child Development August 2016 Fiscal Report – Head Start Basic
3. Child Development August 2016 Fiscal Report – Early Head Start Basic
4. Child Development August 2016 Fiscal Report – Early Head Start CCP Basic

Estimated Time of Presentation: N/A

Submitted by: Jacquie Bonini, Director, Child Development

Approved by: José L. Banda, Superintendent

**Attachment 1
Head Start / Early Head Start
Monthly Report Summary
October 2016**

Budget Reports

HS, EHS, CCP Basic August 2016

USDA Meals and Snacks for August 2016

Not Available Currently

	<i>Breakfast</i>	<i>Lunch</i>	<i>Snack am</i>	<i>Snack pm</i>
Early Head Start	586	628	NA	362
Head Start Part-day	0	0	0	0
Head Start Wrap	0	0	NA	0
Full-day Collaboration	1721	1826	NA	1299

Credit Card Statements

September 2016: None

Enrollment Report for September 2016

Head Start Enrollment	
Funded Enrollment	1211
Actual Enrollment	1136
Percentage of Actual Attendance	89%

Early Head Start Enrollment	
Funded Enrollment	144
Actual Enrollment	152
Percentage of Actual Attendance	75%

Early Head Start Expansion Enrollment	
Funded Enrollment	40
Actual Enrollment	40
Percentage of Actual Attendance	76%

Disabilities Report for September 2016

Head Start	87
Early Head Start	7
EHS Expansion	3

Attachment 2

SETA MONTHLY FISCAL REPORT
 925 Del Paso Blvd., Suite 100, Sacramento, CA 95815
R5210

Month: August 1 - August 31, 2016 Agreement No.: 09CH0012-005

Delegate: SCUSD - Child Development Department 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			
ADMINISTRATION	Personnel	22,451.51	22,451.51	328,726.00	306,274.49
	Fringe Benefits	2,779.26	2,779.26	201,355.00	198,575.74
	Travel	0.00	0.00	0.00	0.00
	Equipment	0.00	0.00	0.00	0.00
	Supplies	32.34	32.34	26,320.00	26,287.66
	Contractual	0.00	0.00	0.00	0.00
	Construction	0.00	0.00	0.00	0.00
	Other	22.12	22.12	1,200.00	1,177.88
	Indirect Costs 3.32%	6,885.58	6,885.58	281,837.00	274,951.42
	I. TOTAL ADMINISTRATION	\$32,170.81	\$32,170.81	\$839,438.00	\$807,267.19
Non-Federal Administration					
Total Fed. And Non-Fed. Administration	\$32,170.81	\$32,170.81	\$839,438.00	\$807,267.19	
PROGRAM	Personnel	105,608.98	105,608.98	4,073,377.00	3,967,768.02
	Fringe Benefits	75,610.14	75,610.14	3,296,402.00	3,220,791.86
	Travel	0.00	0.00	0.00	0.00
	Equipment	0.00	0.00	0.00	0.00
	Supplies	472.19	472.19	250,339.00	249,866.81
	Contractual	0.00	0.00	0.00	0.00
	Construction	0.00	0.00	0.00	0.00
	Other	420.38	420.38	311,361.00	310,940.62
	II. TOTAL PROGRAM	\$182,111.69	\$182,111.69	\$7,931,479.00	7,749,367.31
	NON-FEDERAL PROGRAM Basic & T/TA August	\$0.00	\$0.00	\$0.00	0.00
TOTAL SETA COSTS (I + II)	\$214,282.50	\$214,282.50	\$8,770,917.00	8,556,634.50	
Gerardo Castillo	9/15/2016	Shelagh Ferguson	916.643.7878		
Chief Business Officer - Authorized Signature	Date	Prepared By	Phone		

Attachment 3

SETA MONTHLY FISCAL REPORT
 925 Del Paso Blvd., Suite 100, Sacramento, CA 95815
R5213

Month: August 1 - August 31, 2016 Agreement No.: 09CH0012-005

Delegate: SCUSD - Child Development Department 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			
ADMINISTRATION	Personnel	2,722.81	2,722.81	41,457.00	38,734.19
	Fringe Benefits	1,506.31	1,506.31	30,978.00	29,471.69
	Travel	0.00	0.00	0.00	0.00
	Equipment	0.00	0.00	0.00	0.00
	Supplies	0.00	0.00	1,500.00	1,500.00
	Contractual	0.00	0.00	0.00	0.00
	Construction	0.00	0.00	0.00	0.00
	Other	0.00	0.00	105.00	105.00
	Indirect Costs 3.32%	2,793.78	2,793.78	50,279.00	47,485.22
	I. TOTAL ADMINISTRATION	\$7,022.90	\$7,022.90	\$124,319.00	\$117,296.10
Non-Federal Administration					
Total Fed. And Non-Fed. Administration	\$7,022.90	\$7,022.90	\$124,319.00	\$117,296.10	
PROGRAM	Personnel	47,615.49	47,615.49	793,543.00	745,927.51
	Fringe Benefits	32,305.36	32,305.36	600,698.00	568,392.64
	Travel	0.00	0.00	0.00	0.00
	Equipment	0.00	0.00	0.00	0.00
	Supplies	0.00	0.00	17,075.00	17,075.00
	Contractual	0.00	0.00	0.00	0.00
	Construction	0.00	0.00	0.00	0.00
	Other	0.00	0.00	29,074.00	29,074.00
	II. TOTAL PROGRAM	\$79,920.85	\$79,920.85	\$1,440,390.00	1,360,469.15
NON-FEDERAL PROGRAM Basic & T/TA August					
	\$0.00	\$0.00	\$0.00	0.00	
TOTAL SETA COSTS (I + II)	\$86,943.75	\$86,943.75	\$1,564,709.00	1,477,765.25	

Gerardo Castillo	9/15/2016	Shelagh Ferguson	916.643.7878
Chief Business Officer - Authorized Signature	Date	Prepared By	Phone

**Attachment 4
CHILD DEVELOPMENT DEPARTMENT
SETA MONTHLY FISCAL REPORT**

R5211

Month: August 1 - August 31, 2016

Agreement No.: 17C5551S0

Delegate: SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

Program: PA 3125 EHS-CCP BASIC R5211

Remit to address: GENERAL ACCOUNTING DEPARTMENT - 802A

PA 3120 EHS-CCP T/TA R5221

5735 47TH AVENUE

PA 3128 EHS-CCP START UP R5243

SACRAMENTO, CA 95824

Cost Item	Actual Expenses		* Current Budget	Unexpended Balance	
	Current Period & Adjustments	Cumulative To Date			
I A D M I N	Personnel	0.00	0.00	1,523.00	1,523.00
	Fringe Benefits	0.00	0.00	755.00	755.00
	Occupancy	0.00	0.00	0.00	0.00
	Staff Travel	0.00	0.00	0.00	0.00
	Supplies	0.00	0.00	1,520.00	1,520.00
	Other	0.00	0.00	24.00	24.00
	Indirect Costs 3.32%	1,365.46	1,365.46	22,898.00	21,532.54
	I. TOTAL ADMINISTRATION	\$1,365.46	\$1,365.46	\$26,720.00	\$25,354.54
	NON-FEDERAL ADMINISTRATION *				
TOTAL FED & NON-FED ADMIN	\$1,365.46	\$1,365.46	\$26,720.00	\$25,354.54	
II P R O G R A M	a. Personnel**	23,689.88	23,689.88	338,198.00	314,508.12
	b. Fringe Benefits**	17,438.32	17,438.32	276,097.00	258,658.68
	c. Travel	0.00	0.00	0.00	0.00
	d. Equipment	0.00	0.00	0.00	0.00
	e. Supplies	0.00	0.00	49,305.00	49,305.00
	f. Contractual	0.00	0.00	0.00	0.00
	g. Construction	0.00	0.00	0.00	0.00
	h. Other	0.00	0.00	22,280.00	22,280.00
	II. TOTAL PROGRAM	\$41,128.20	\$41,128.20	\$685,880.00	644,751.80
NON-FEDERAL PROGRAM Basic 712,600 & T/TA 17,500	\$0.00	\$0.00	\$182,525.00	182,525.00	
TOTAL SETA COSTS (I + II)	\$42,493.66	\$42,493.66	\$712,600.00	670,106.34	

Gerardo Castillo	9/14/2016	Shelagh Ferguson	916.643.7878
Chief Business Officer - Authorized Signature	Date	Prepared By	Phone

R5211. August16-17

SUBSIDIZED SLOTS

How many subsidized slots are you contractually obligated to retain? 8

How many subsidized slots do you currently have? 8
100%

If the number of current subsidized slots is less than the contractual obligation, then you must submit the "Subsidy Loss Reimbursement Claim Form" to receive a reimbursement for the lost subsidy.