



CONCHO VALLEY
COUNCIL OF GOVERNMENTS



Head Start/Early Head Start

Policy Council Meeting

Announcement



Special Ballot Meeting

Agenda Packet Arrival: Date 9-16-2024

Ballot Return Date: 9-20-2024 5pm






NOTICE OF A SPECIAL MEETING by Ballot: September 16th 5430 Link Rd San Angelo, TX 76904

The meeting place is accessible to persons with disabilities. If assistance is needed to observe or comment, please call Stacy Walker at (325) 944-9666 at least 24 hours prior to the meeting.

<i>Business</i>	<i>Posted in accordance with CVCOG Head Start By-Laws on July 10th, 2024</i>
Determination of	Quorum
Public Comment	
1. Approval of	Policy Council August Ballot Results
2. Approval of	Personnel Variations
3. Consider and Take Appropriate Action of	Removal of 2023-2024 CVCOG Policy Council Members and Election of 2024-2025 CVCOG Policy Council Members.
4. Approval of July	CVCOG Summary Budget Comparison Grant H07, Head Start 24-25 From 6/1/2024 Through 7/31/2024
5. Approval of July	CVCOG Summary Budget Comparison Grant H06, Head Start Nutrition 23-24 From 10/1/2023 Through 7/31/2024
6. Approval of July	Head Start Credit Card/Open Account Transactions Summary July 2024
7. Consider and Take Appropriate Action of	Supplemental Funds In-Kind Waiver
8. Reports & Information	<ol style="list-style-type: none"> 1. Director's Report 2. Reportable Incident



Carolina Raymond Head Start Director

The meeting place is accessible to persons with disabilities. If assistance is needed to observe or comment, please call Stacy Walker at (325) 944-9666 at least 24 hours prior to the meeting.



Agenda Item # 1

Date Policy Council Meeting did not meet Quorum: 8-14-2024 (5 in Attendance) **Computer Connection Difficulty**

Place Y or N in each box according to the vote placed by each Policy Council Representative. NB if ballot was not received by the Deadline.

	Business	Eden	Eldorado	Menard HS/EHS	Ozona	Blackshear SA	Day HS/EHS SA	Rio Vista SA HS/EHS	Community Rep.	Community Rep. Pat Hill	Community Rep. Tessie Teague	Community Rep. Executive Board	Total Yes	Total No
1.	APPROVAL of Policy Council July Ballot Results			X				X		X	X	X	5	0
2	APPROVAL of Personnel Variations			X				X		X	X	X	5	0
3	APPROVAL of Community Policy Council Representatives			X				X		X	X	X	5	0
4	APPROVAL of CVCOG Summary Budget Comparison Grant H05, Head Start 23-24 From 6/1/2023 Through 6/30/2024			X				X			X	X	4	0
5	APPROVAL of CVCOG Summary Budget Comparison Grant H06, Head Start Nutrition 23-24 From 10/1/2023 Through 6/30/2024			X				X		X	X	X	5	0



6	APPROVAL of CVCOG Summary Budget Comparison Grant H07, Head Start 24-25 From 6/1/2024 Through 6/30/2024			X				X		X	X	X	5	0
7	APPROVAL of Head Start Credit Card/Open Account Transactions Summary June 2024			X				X		X	X	X	5	0
8	APPROVAL of Emergency Evacuation Map • Day Head Start/Early Head Start • Rio Vista Head Start/Early Head Start • Menard Head Start/Early Head Start • Eden Head Start • Eldorado Head Start • Ozona Head Start			X				X		X	X	X	5	0
9	APPROVAL of Health Policies and Procedures • 1302.42 Child Health Status and Care • 1302.45 Child Mental Health and Social and Emotional Well-being			X				X		X	X	X	5	0
10	REPORT AND INFORMATION • Director's Report • Self-Assessment Goal Update • School Readiness Report													

Policy Council Ballot was sent out to the sites for posting on the Parent Boards: *Stacy Walker*

Policy Council Chairman

Date



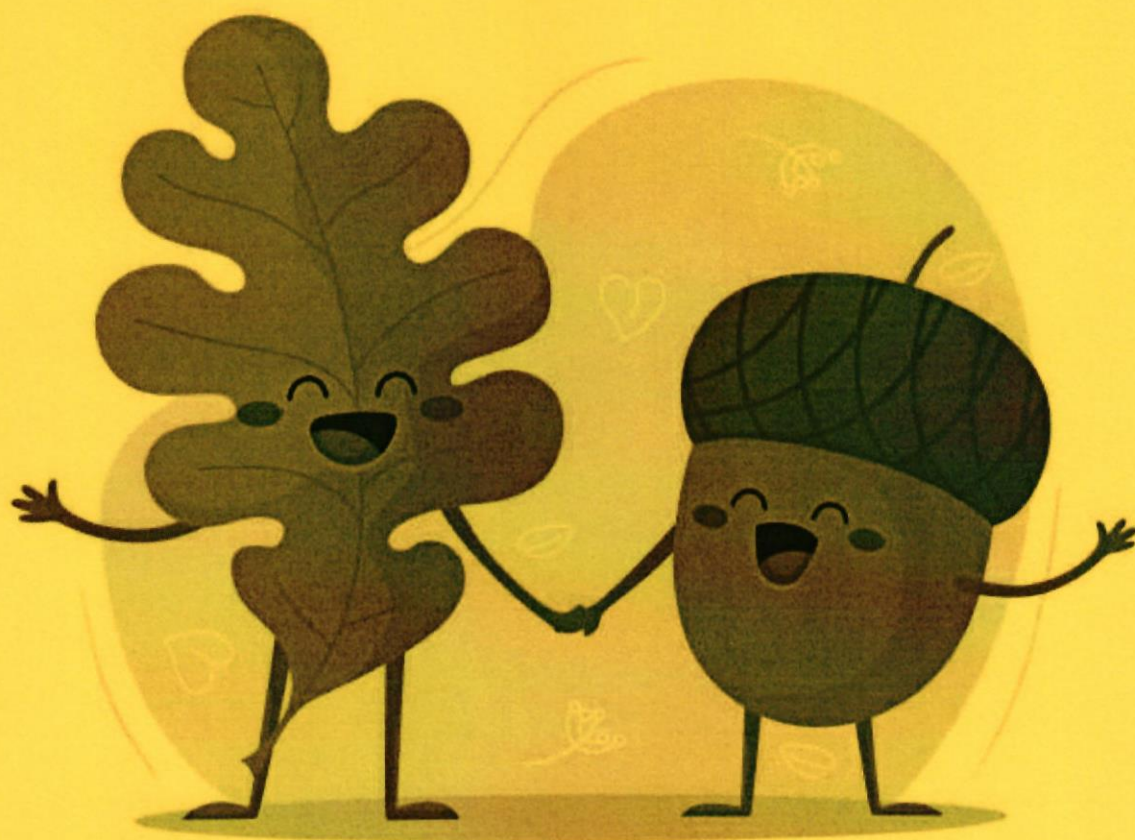
Agenda Item # 2

New Hires – September 2024

Employee Name:	Site:	Proposed Start Date:	Position:	Proposed Policy Council Approval Date:
Ciera Lopez	Rio Vista HS/EHS	August 2024	HS Teacher	September 2024
Venitra Perez	Day HS/EHS	August 2024	HS/EHS Cook	September 2024
Brittnay Brown	Day HS/EHS	August 2024	Family Service Worker	September 2024
Jiovanka Fernandez	Eden HS	August 2024	HS Teacher Assistant	September 2024
Nueva Hernandez	Eldorado HS	August 2024	HS Teacher	September 2024
Madely Herrera	Day HS/EHS	August 2024	Family Service Worker	September 2024
Marissa Banda	Day & Rio Vista HS/EHS	August 2024	Universal Substitute	September 2024
Destany Herrera	Day & Rio Vista HS/EHS	August 2024	Universal Substitute	September 2024
Jonathan Hough	Rio Vista	September 2024	HS/EHS Cook	September 2024

Change of Status

Employee Name:	Old Position:	New Position:	Proposed Policy Council Approval Date:
Robert Zapata	Rio Vista HS/EHS Cook	Termed	September 2024
Jasmine Pineda	Day HS Teacher Assistant	Termed	September 2024
Yadira Saucedo	PT Day EHS/HS Cook	Day HS Teacher Floater	September 2024
Mercedes Sanchez	Day EHS Teacher	Termed	September 2024
Britany Kennedy	Universal Substitute	Termed	September 2024
Maida Rojas	Family Service Worker	Classroom Specialist	September 2024
Maryann Reyna	Rio Vista Teacher Assistant	Rio Vista Floater	September 2024



Agenda Item # 3



CONCHO VALLEY
COUNCIL OF GOVERNMENTS
5430 Link Road • San Angelo, TX 76904

To: Executive Board and Policy Council

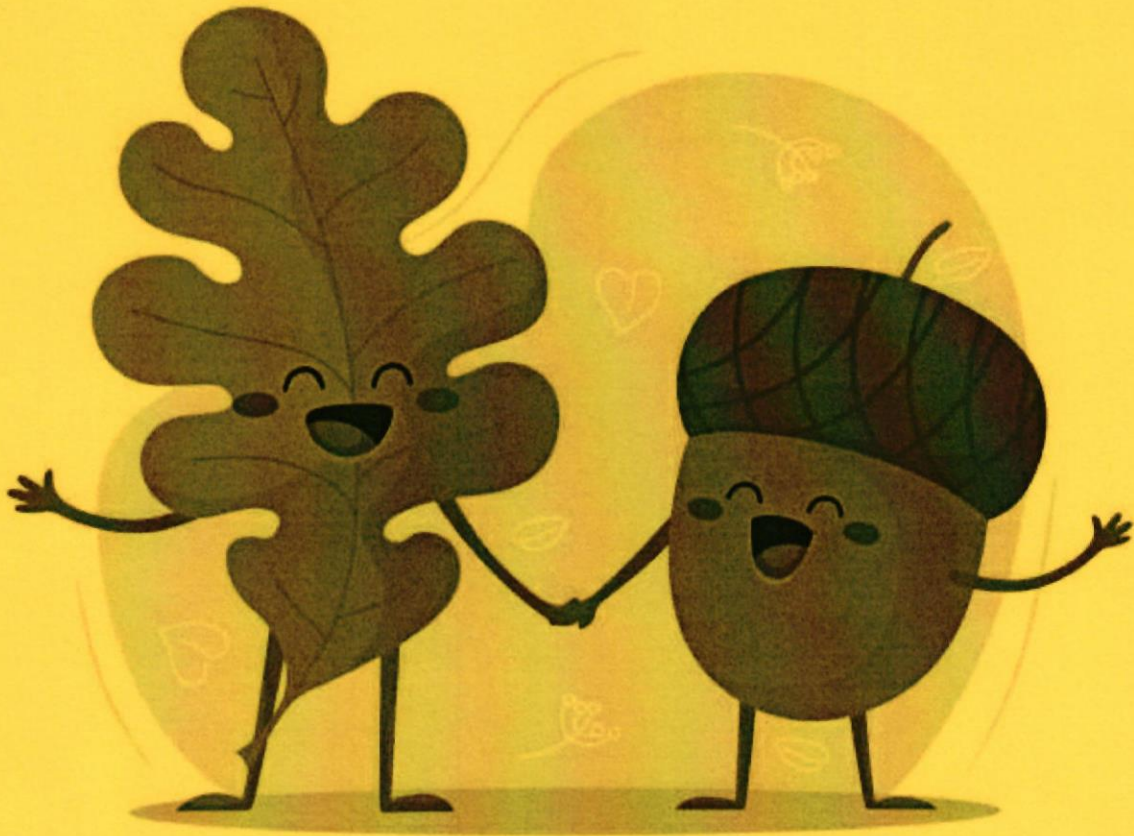
From: Carolina Raymond – Director of Head Start

Date: 9-16-2024

Re: Consider and Take Appropriate Action

Removal of 2023-2024 CVCOG Policy Council Members and Addition of 2024-2025 CVCOG Policy Council Members.

	Head Start	Early Head Start
Day Head Start/Early Head Start	Hilary Lujan Christina McGuire	Kia McCray Maegan Shaffer
Eden Head Start	Lauren Haller Katy Wilfong	
Eldorado Head Start	Emily Adame Jessica Pasilas-Sanchez	
Menard Head Start	Diedra Wagoner	
Ozona Head Start	Alyiah Ortiz Giselle Aracely Barrera	
Rio Vista Head Start/Early Head Start	Teresa Aquilar Raina Cupp	Crystal Uriostegui Abigail Borrego



Agenda Item # 4

CVCOG
 Summary Budget Comparison - DIR-Grant H07, Head Start FY 24-25
 From 6/1/2024 Through 7/31/2024

Account Code	Account Title	YTD Budget	YTD Actual	YTD Budget \$ Variance	Percent Total Budget Used
H07	HHS-ACF Grant H07, Head Start FY 24-25				
004	Revenue				
4173000	HHS-ACF Head Start CFDA 93.600	7,413,457.00	1,186,108.56	(6,227,348.44)	15.99%
4411000	IK Contributions	1,853,364.00	61,208.13	(1,792,155.87)	3.30%
4523000	Local Revenue	251.92	101.92	(150.00)	40.45%
Total 004	Revenue	9,267,072.92	1,247,418.61	(8,019,654.31)	13.46%
400	Head Start CAN NO 9-G064122				
5110000	General Wages	2,519,069.00	386,371.49	2,132,697.51	15.33%
5150000	Vacation Time Allocation	22,575.00	4,341.67	18,233.33	19.23%
5151000	Medicare Tax	36,295.00	5,375.88	30,919.12	14.81%
5172000	Workers Comp Insurance	20,123.00	5,230.43	14,892.57	25.99%
5173000	SUTA	1,467.00	107.80	1,359.20	7.34%
5174000	Health Insurance Benefit	705,283.00	127,324.52	577,958.48	18.05%
5175000	Dental Insurance Benefit	27,488.00	4,212.08	23,275.92	15.32%
5176000	Life Insurance Benefit	18,098.00	2,935.29	15,162.71	16.21%
5177000	HSA Insurance Benefit	84,974.00	2,025.61	82,948.39	2.38%
5181000	Retirement	299,623.00	42,500.89	257,122.11	14.18%
5199000	Indirect Allocation	256,735.00	41,790.84	214,944.16	16.27%
5200000	Employee Health and Welfare	9,611.00	0.00	9,611.00	0.00%
5206000	HR Service Center	90,981.00	18,599.66	72,381.34	20.44%
5207000	Procurement Service Center	36,043.00	13,876.40	22,166.60	38.49%
5208000	Information Technology Service Center	31,686.00	35,821.93	(4,135.93)	113.05%
5291000	Contract Services	60,000.00	10,537.90	49,462.10	17.56%
5293000	HS Health & Disab Svc	5,338.00	0.00	5,338.00	0.00%
5294000	HS Policy Council	987.00	0.00	987.00	0.00%
5295000	HS Nutrition Service	8,042.00	0.00	8,042.00	0.00%
5296000	HS Parent Service	2,198.00	46.51	2,151.49	2.11%
5309000	Travel-In Region	2,059.00	0.00	2,059.00	0.00%
5310000	Travel-Out of Region	2,516.00	0.00	2,516.00	0.00%
5351000	Fuel	500.00	50.00	450.00	10.00%
5361000	Vehicle Maintenance	500.00	37.90	462.10	7.58%
5413000	HS Site Rent	80,150.00	2,780.00	77,370.00	3.46%
5433000	HS Site Center Utilities	64,884.00	8,498.08	56,385.92	13.09%
5451000	Facility Allocation	92,562.00	5,266.62	87,295.38	5.68%
5453000	HS Site Center Bldg Maint	60,206.00	34,823.50	25,382.50	57.84%
5506000	Janitorial and Facility Supplies	50,164.00	0.00	50,164.00	0.00%
5509000	HS Delegate Supplies	154,962.00	0.00	154,962.00	0.00%
5510000	Supplies	16,286.00	4,385.20	11,900.80	26.92%
5512000	HS Class Room Supplies	48,022.00	7,897.51	40,124.49	16.44%
5514000	HS Medical Supplies	5,948.00	1,138.25	4,809.75	19.13%
5515000	HS Disability Supplies	4,423.00	0.00	4,423.00	0.00%
5518000	HS Diapers and Wipes	14,395.00	429.90	13,965.10	2.98%

CVCOG
Summary Budget Comparison - DIR-Grant H07, Head Start FY 24-25
From 6/1/2024 Through 7/31/2024

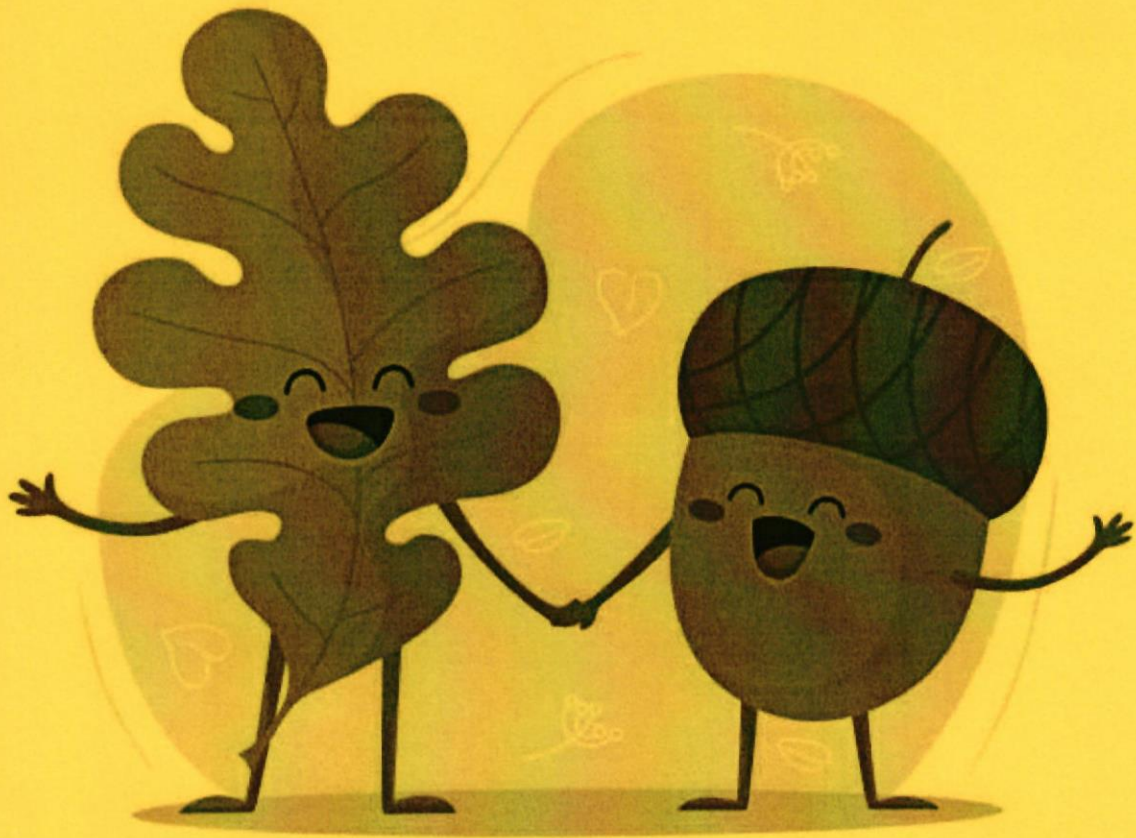
Account Code	Account Title	YTD Budget	YTD Actual	YTD Budget \$ Variance	Percent Total Budget Used
5622000	Internal Computer/Software	40,087.00	15,763.35	24,323.65	39.32%
5632000	Copier	28,986.00	2,440.42	26,545.58	8.41%
5711000	Insurance	9,475.00	0.00	9,475.00	0.00%
5721000	Printing	1,683.00	0.00	1,683.00	0.00%
5722000	Ads & Promotions	2,104.00	0.00	2,104.00	0.00%
5734000	HS Capital Playground	30,000.00	0.00	30,000.00	0.00%
5753000	Dues and fees	1,941.00	275.79	1,665.21	14.20%
5760000	HS Site Center Communications	16,935.00	3,194.53	13,740.47	18.86%
5762000	Postage/freight	1,263.00	29.90	1,233.10	2.36%
5791000	Other	25,827.00	0.00	25,827.00	0.00%
5796000	Safety	1,750.00	270.89	1,479.11	15.47%
Total 400	Head Start CAN NO 9-G064122	(4,994,244.00)	(788,380.74)	4,205,863.26	15.79%
401	Early Head Start CAN NO 9-G064122				
5110000	General Wages	1,308,559.00	213,786.30	1,094,772.70	16.33%
5150000	Vacation Time Allocation	14,068.00	907.17	13,160.83	6.44%
5151000	Medicare Tax	19,295.00	2,966.84	16,328.16	15.37%
5172000	Workers Comp Insurance	9,172.00	2,655.95	6,516.05	28.95%
5173000	SUTA	763.00	147.92	615.08	19.38%
5174000	Health Insurance Benefit	370,540.00	66,260.45	304,279.55	17.88%
5175000	Dental Insurance Benefit	14,441.00	2,214.21	12,226.79	15.33%
5176000	Life Insurance Benefit	9,699.00	1,585.37	8,113.63	16.34%
5177000	HSA Insurance Benefit	44,643.00	1,073.21	43,569.79	2.40%
5181000	Retirement	159,281.00	23,516.44	135,764.56	14.76%
5199000	Indirect Allocation	134,080.00	22,688.78	111,391.22	16.92%
5200000	Employee Health and Welfare	1,439.00	0.00	1,439.00	0.00%
5206000	HR Service Center	50,326.00	5,555.75	44,770.25	11.03%
5207000	Procurement Service Center	17,664.00	4,144.90	13,519.10	23.46%
5208000	Information Technology Service Center	17,527.00	10,700.05	6,826.95	61.04%
5291000	Contract Services	10,000.00	5,234.31	4,765.69	52.34%
5293000	HS Health & Disab Svc	1,662.00	0.00	1,662.00	0.00%
5294000	HS Policy Council	150.00	0.00	150.00	0.00%
5295000	HS Nutrition Service	412.00	0.00	412.00	0.00%
5296000	HS Parent Service	535.00	340.69	194.31	63.68%
5309000	Travel-In Region	641.00	0.00	641.00	0.00%
5310000	Travel-Out of Region	784.00	0.00	784.00	0.00%
5413000	HS Site Rent	35,606.00	320.00	35,286.00	0.89%
5433000	HS Site Center Utilities	27,531.00	3,279.29	24,251.71	11.91%
5451000	Facility Allocation	0.00	1,316.66	(1,316.66)	100.00%
5453000	HS Site Center Bldg Maint	18,898.00	7,425.19	11,472.81	39.29%
5506000	Janitorial and Facility Supplies	14,585.00	0.00	14,585.00	0.00%
5510000	Supplies	8,738.00	1,842.72	6,895.28	21.08%

CVCOG
 Summary Budget Comparison - DIR-Grant H07, Head Start FY 24-25
 From 6/1/2024 Through 7/31/2024

Account Code	Account Title	YTD Budget	YTD Actual	YTD Budget \$ Variance	Percent Total Budget Used
5512000	HS Class Room Supplies	12,728.00	2,705.41	10,022.59	21.25%
5514000	HS Medical Supplies	1,852.00	401.75	1,450.25	21.69%
5515000	HS Disability Supplies	1,377.00	81.70	1,295.30	5.93%
5518000	HS Diapers and Wipes	6,711.00	511.31	6,199.69	7.61%
5622000	Internal Computer/Software	5,633.00	5,563.49	69.51	98.76%
5632000	Copier	4,924.00	503.18	4,420.82	10.21%
5711000	Insurance	2,347.00	0.00	2,347.00	0.00%
5721000	Printing	825.00	0.00	825.00	0.00%
5722000	Ads & Promotions	1,031.00	0.00	1,031.00	0.00%
5753000	Dues and fees	711.00	5.55	705.45	0.78%
5760000	HS Site Center Communications	2,744.00	899.56	1,844.44	32.78%
5762000	Postage/freight	619.00	0.00	619.00	0.00%
5796000	Safety	987.00	72.18	914.82	7.31%
Total 401	Early Head Start CAN NO 9-G064122	(2,333,528.00)	(388,706.33)	1,944,821.67	16.66%
402	Head Start T&TA CAN NO 9-G064120				
5308000	Head Start T & T A	56,824.00	6,473.11	50,350.89	11.39%
Total 402	Head Start T&TA CAN NO 9-G064120	(56,824.00)	(6,473.11)	50,350.89	11.39%
403	Early Head Start T&TA CAN NO 9-G064121				
5308000	Head Start T & T A	28,858.00	2,548.38	26,309.62	8.83%
Total 403	Early Head Start T&TA CAN NO 9-G064121	(28,858.00)	(2,548.38)	26,309.62	8.83%
409	Head Start InKind				
6791000	InKind Other	1,853,364.00	61,208.13	1,792,155.87	3.30%
Total 409	Head Start InKind	(1,853,364.00)	(61,208.13)	1,792,155.87	3.30%
997	Non Project				
5510000	Supplies	251.92	101.92	150.00	40.45%
5512000	HS Class Room Supplies	4,829.99	0.00	4,829.99	0.00%
5753000	Dues and fees	20.00	0.00	20.00	0.00%
Total 997	Non Project	(5,101.91)	(101.92)	4,999.99	1.98%
	Total Expenditures	9,271,919.91	1,247,418.61	8,024,501.30	13.45%

CVCOG
 Summary Budget Comparison - DIR-Grant H07, Head Start FY 24-25
 From 6/1/2024 Through 7/31/2024

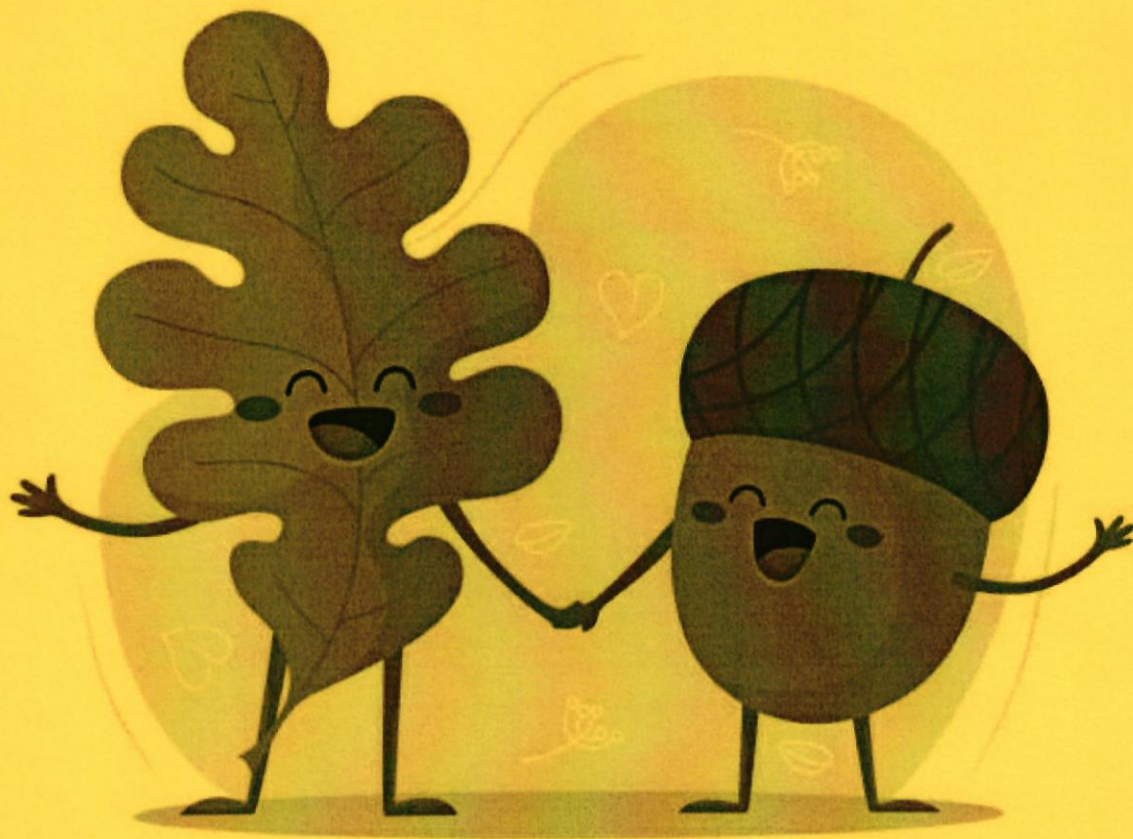
Account Code	Account Title	YTD Budget	YTD Actual	YTD Budget \$ Variance	Percent Total Budget Used
	Head Start (Project 400, 402)	5,051,068.00	794,853.85	4,256,214.15	15.74%
	Early Head Start (Project 401, 403)	2,362,386.00	391,254.71	1,971,131.29	16.56%
	Total Federal	7,413,454.00	1,186,108.56	6,227,345.44	16.00%
	Total Non-Federal, includes any Local Funds	1,858,465.91	61,310.05	1,797,155.86	3.30%
	Grand Total Head Start Expenditures	9,271,919.91	1,247,418.61	8,024,501.30	13.45%
	Non-Federal Percentage of Total Expenditures	4.91% match of 20%			
	Head Start Admin Expenditures	72,613.06			
	Administrative Indirect Expenditures	64,479.62			
	Total Administrative Costs	137,092.68			
	Administrative Percentage of Approved Budget	10.99%			



Agenda Item # 5

CVCOG
Summary Budget Comparison - DIR-Grant H06, Head Start Nutrition 23-24
From 10/1/2023 Through 7/31/2024

Account Code	Account Title	YTD Budget \$ - Original	YTD Actual	YTD Budget \$ Variance	Percent Total Budget Used - Original
H06	Grant H06, CACFP Head Start Nutrition FY 23-24				
004	Revenue				
4221000	CACFP Nutrition CFDA 10.558	745,017.20	482,377.00	(262,640.20)	64.74%
Total 004	Revenue	745,017.20	482,377.00	(262,640.20)	64.75%
407	Head Start Nutrition				
5110000	General Wages	57,969.62	39,882.40	18,087.22	68.79%
5151000	Medicare Tax	840.57	461.47	379.10	54.89%
5172000	Workers Comp Insurance	1,266.20	2,015.20	(749.00)	159.15%
5173000	SUTA	23.28	111.19	(87.91)	477.62%
5174000	Health Insurance Benefit	24,589.55	14,135.57	10,453.98	57.48%
5175000	Dental Insurance Benefit	950.97	479.18	471.79	50.38%
5176000	Life Insurance Benefit	459.12	241.69	217.43	52.64%
5177000	HSA Insurance Benefit	2,516.26	512.07	2,004.19	20.35%
5181000	Retirement	6,447.68	4,367.07	2,080.61	67.73%
5199000	Indirect Allocation	4,604.62	4,392.58	212.04	95.39%
5291000	Contract Services	29,000.00	15,431.10	13,568.90	53.21%
5295000	HS Nutrition Service	515,149.33	302,963.01	212,186.32	58.81%
5513000	HS Food Serv Sup	101,000.00	97,870.62	3,129.38	96.90%
5753000	Dues and fees	200.00	0.00	200.00	0.00%
Total 407	Head Start Nutrition	(745,017.20)	(482,863.15)	262,154.05	64.81%
Report Difference		0.00	(486.15)	(486.15)	100.00%



Agenda Item # 6

**Head Start Credit Card/Open Account Transactions Summary
(Detail Attached)**

Head Start Transactions	July, 2024
Citibank P-Card	18,354.91
Dean's Dairy	1,216.15
First Financial Credit Card	-
Lowe's Pay and Save	12.67
Sysco Food Services	12,159.98
West Texas Fire Extinguisher	2,195.58
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	\$ 33,939.29
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CVCOG

Vendor Activity - Head Start Citibank P-Card
H06 - Grant H06, CACFP Head Start Nutrition FY 23-24
From 7/1/2024 Through 7/31/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5295000	HS Nutrition Service	7/8/2024	085626	Rio Vista EHS purchase of 3 cans formula (NeuroPro) CB HS2	198.00
5295000	HS Nutrition Service	7/10/2024	002345	Rio Vista EHS purchase of formula (3 cans Nutramigen & 5 cans Neosure) CB HS	352.40
5295000	HS Nutrition Service	7/16/2024	080637	Rio Vista EHS purchase of assorted baby foods CB HS2	99.64
5295000	HS Nutrition Service	7/25/2024	052998	Rio Vista EHS purchase of assorted baby foods CB HS2	58.92
5513000	HS Food Serv Sup	7/18/2024	0402942-3559404	Day HS/EHS purchase of garbage disposer splash guard replacement CBG	64.97
5513000	HS Food Serv Sup	7/26/2024	2765249-5842627	Rio Vista HS/EHS purchase of 12 storage carts CBG2	478.68
5513000	HS Food Serv Sup	7/26/2024	5508283-8602652	Rio Vista HS/EHS purchase of stacking drawer CBG2	24.99
					<u>1,277.60</u>
				Total H06 - Grant H06, CACFP Head Start Nutrition FY 23-24	1,277.60

CVCOG

Vendor Activity - Head Start Citibank P-Card
H07 - HHS-ACF Grant H07, Head Start FY 24-25
From 7/1/2024 Through 7/31/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5308000	Head Start T & T A	7/11/2024	1777255	Day EHS CDA renewal fee for M.H. CB HS	125.00
5308000	Head Start T & T A	7/23/2024	16N9096546	Rio Vista HS/EHS purchase of ServSafe Texas Food Handler online course and exam (SSECT6TX) CB HS2	15.00
5308000	Head Start T & T A	7/23/2024	16N9096990	Eden HS/EHS purchase of ServSafe Texas Food Handler online course and exam (SSECT6TX) CB HS2	15.00
5308000	Head Start T & T A	7/25/2024	9350479	Rio Vista HS/EHS purchase of printed copy of certificate CB HS2	10.00
5361000	Vehicle Maintenance	6/24/2024	014092	Head Start purchase of car wash and interior clean for program vehicle #1 CBG2	18.95
5361000	Vehicle Maintenance	6/24/2024	034497	Head Start purchase of car wash and interior clean for program vehicle #2 CBG2	18.95
5433000	HS Site Center Utilities	6/12/2024	221727-180104 05-24	Day HS/EHS water utility service from 05/09/24 to 06/06/24 (acct# 221727-180104) CBG	404.97
5433000	HS Site Center Utilities	6/12/2024	221727-180106 05-24	Day HS/EHS water utility service from 05/09/24 to 06/06/24 (acct# 221727-180106) CBG	197.23
5433000	HS Site Center Utilities	6/30/2024	0691-001296877	Rio Vista Head Start trash service for acct# 3-0691-2402993 from 07/01/24 to 07/31/24, including waste/recycling overages from 06/07/24 to 06/17/24 CBG	703.40
5433000	HS Site Center Utilities	6/30/2024	0691-001297242	Day Head Start trash service for acct# 3-0691-2405694 from 07/01/24 to 07/31/24, including billing for 5 day/week pickup beginning 06/17/24 and waste/recycling overages from 06/12/24 to 06/14/24 CBG	1,200.72

CVCOG
Vendor Activity - Head Start Citibank P-Card
H07 - HHS-ACF Grant H07, Head Start FY 24-25
From 7/1/2024 Through 7/31/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5433000	HS Site Center Utilities	7/2/2024	221727-179684 06-24	Rio Vista HS/EHS water utility service from 05/29/24 to 06/26/24 (acct# 221727-179684) CBG2	413.43
5433000	HS Site Center Utilities	7/16/2024	05-0560-02 06-24	Eden HS water, garbage, and sewer service from 06/15/24 to 07/15/24 CBG	224.54
5453000	HS Site Center Bldg Maint	6/3/2024	9457450-8253020	Menard HS/EHS purchase of office, classroom, kitchen, and maintenance supplies CBG2	163.94
5453000	HS Site Center Bldg Maint	6/12/2024	1156999	Day HS/EHS service to check fire panel, test and clear trouble issues, and replace 4 batteries	320.00
5453000	HS Site Center Bldg Maint	7/1/2024	0pxr08do5zf1	Professional Commercial Security Monitoring, Fire Alarm Monitoring, and Commercial Security Service Agreement for Day (Invoice I157704) and Rio Vista (Invoice I157706) Head Start sites from 07/01/24 to 07/31/24 CBG	155.00
5453000	HS Site Center Bldg Maint	7/9/2024	065587	Day HS purchase of 2 pack 40mm locks CB HS2	12.84
5453000	HS Site Center Bldg Maint	7/9/2024	093134	Day HS purchase of Shark Extractor carpet cleaner & supplies and fire ant insecticide CB HS2	315.82
5453000	HS Site Center Bldg Maint	7/9/2024	93517	Menard HS purchase of Toro 60V 22 cordless SP mower and Toro 60V blower/trimmer CB HS2	978.00
5453000	HS Site Center Bldg Maint	7/9/2024	93528	Rio Vista HS purchase of hose & nozzle, 56V battery charger, and small engine fuel CB HS2	325.86
5453000	HS Site Center Bldg Maint	7/11/2024	1422793-4875420	Rio Vista HS purchase of artificial turf rake, leaf collector, and 56V battery CBG2	268.93
5453000	HS Site Center Bldg Maint	7/11/2024	5603599-7643414	Rio Vista HS purchase of artificial turf sweeper/vacuum CBG2	799.00
5453000	HS Site Center Bldg Maint	7/15/2024	86087	Menard HS credit for returned Toro 60V blower/trimmer CB HS2	(299.00)

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Vendor Activity - Head Start Citibank P-Card
H07 - HHS-ACF Grant H07, Head Start FY 24-25
From 7/1/2024 Through 7/31/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5453000	HS Site Center Bldg Maint	7/15/2024	86117	Menard HS/EHS purchase of Toro 60V blower & Toro 60V string trimmer (both with batteries & chargers) CB HS2	448.00
5453000	HS Site Center Bldg Maint	7/25/2024	88583	Day HS purchase of boards, brackets, tools, light bulbs, door stops, and duct tape CB FAC	270.42
5510000	Supplies	6/3/2024	9457450-8253020	Menard HS/EHS purchase of office, classroom, kitchen, and maintenance supplies CBG2	466.91
5510000	Supplies	6/13/2024	1753689-0586653	HS Admin purchase of monitor-pad CBG2	125.97
5510000	Supplies	7/2/2024	10757882086	Head Start purchase of 2 P2422H 23.8 monitors for new Admin staff member CBG	285.18
5510000	Supplies	7/2/2024	10757932016	Head Start purchase of WD19S docking station for new Admin staff member CBG	178.24
5510000	Supplies	7/8/2024	0108025-1722602	Head Start purchase of decorations for in-service CBG2	9.99
5510000	Supplies	7/8/2024	0108025-172260...	Head Start purchase of decorations for in-service CBG2	16.99
5510000	Supplies	7/8/2024	075014	Head Start FAMCO purchase of paint and painting supplies CB HS2	38.40
5510000	Supplies	7/8/2024	1260044-3647404	Head Start purchase of tablecovers and medals for in-service CBG2	74.94
5510000	Supplies	7/8/2024	2000121-30308545	Head Start Admin purchase of TV for remote monitoring of campus cameras CBG2	228.00
5510000	Supplies	7/8/2024	3732508-7789849	Menard EHS purchase of 2 boxes exam table paper CBG2	98.18
5510000	Supplies	7/8/2024	806948295983	Head Start Admin purchase of mount for TV for remote monitoring of campus cameras CBG2	53.99
5510000	Supplies	7/11/2024	376225835-001	Day HS/EHS credit for office chair that was delivered to incorrect address CBG	0.00

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Vendor Activity - Head Start Citibank P-Card
H07 - HHS-ACF Grant H07, Head Start FY 24-25
From 7/1/2024 Through 7/31/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5510000	Supplies	7/11/2024	8643424-9378633	Head Start purchase of 12 USB extension cables CBG2	95.88
5510000	Supplies	7/22/2024	7672156-6400245	Eden HS purchase of shelving unit with wheels CBG2	99.95
5510000	Supplies	7/22/2024	9701897-9358614	Head Start purchase of laminating sheets for all centers and Admin CBG2	116.41
5510000	Supplies	7/23/2024	084038	Head Start Admin purchase of keyboard CB HS2	79.00
5510000	Supplies	7/25/2024	2193268-0035464	Eden HS purchase of 2 2-packs toner cartridges CBG2	100.87
5510000	Supplies	7/29/2024	6032620-8350609	Rio Vista HS/EHS purchase of 2 3-packs label tape CBG2	39.98
5510000	Supplies	7/30/2024	08496	Head Start purchase of office supplies, Eden HS purchase of ink cartridges, and HS Admin purchase of mouse CB HS2	297.03
5512000	HS Class Room Supplies	6/3/2024	9457450-8253020	Menard HS/EHS purchase of office, classroom, kitchen, and maintenance supplies CBG2	373.95
5512000	HS Class Room Supplies	7/22/2024	2000122-66886323	Day HS/EHS purchase of 4 Tide Pods laundry detergent CBG2	108.96
5512000	HS Class Room Supplies	7/22/2024	6004806-6625060	Day EHS purchase of 4 walking ropes CBG2	139.20
5512000	HS Class Room Supplies	7/22/2024	6715620-1276226	Day HS/EHS purchase of 2 2-packs Dawn dish soap CBG2	33.76
5512000	HS Class Room Supplies	7/22/2024	9925098-7576237	Day HS/EHS purchase of 4 2-packs laminating rolls CBG2	272.08
5512000	HS Class Room Supplies	7/24/2024	2375428-8124264	Rio Vista HS purchase of 3 cork board rolls CBG2	80.97
5512000	HS Class Room Supplies	7/25/2024	021968	Head Start purchase of postcard stamps CB HS2	268.80
5512000	HS Class Room Supplies	7/25/2024	071891	Head Start purchase of flash drives and printable postcards for all centers CB HS2	164.43
5512000	HS Class Room Supplies	7/25/2024	1838864-7351430	Head Start purchase of 23 alarm clocks for all classrooms CBG2	341.77

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Vendor Activity - Head Start Citibank P-Card
H07 - HHS-ACF Grant H07, Head Start FY 24-25
From 7/1/2024 Through 7/31/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5512000	HS Class Room Supplies	7/30/2024	0995327-1217020	Ozona HS purchase of paper cups, spiral notebooks, binder dividers, and karaoke machine CBG2	183.65
5512000	HS Class Room Supplies	7/30/2024	5863322-6298640	Head Start purchase of 27 battery operated alarm clocks for classrooms CBG2	539.73
5512000	HS Class Room Supplies	7/30/2024	8872681-3076217	Day HS purchase of magnetic dry erase board 8' x 4' CBG2	0.00
5513000	HS Food Serv Sup	6/3/2024	9457450-8253020	Menard HS/EHS purchase of office, classroom, kitchen, and maintenance supplies CBG2	163.59
5518000	HS Diapers and Wipes	7/8/2024	10188945437	Menard EHS purchase of 2 boxes baby wipes CBG	43.48
5518000	HS Diapers and Wipes	7/8/2024	3733152-9678633	Menard EHS purchase of 3 boxes size 6 diapers CBG2	161.97
5622000	Internal Computer/Software	6/1/2024	1317	Head Start purchase of Annual Ready4K Core Program and Workshop licenses from 08/01/24-07/31/25 and custom messages and surveys for 531 families CBG	2,068.34
5753000	Dues and fees	6/3/2024	698965674	Ozona HS - TX HHSC Child Care Licensing Fee CB HS2	2.30
5753000	Dues and fees	6/3/2024	698968430	Eldorado HS - TX HHSC Child Care Licensing Fee CB HS2	6.39
5753000	Dues and fees	7/15/2024	91002692012661	Eden HS annual post office box fee - Box #117 CBG	84.00
5753000	Dues and fees	7/24/2024	709139378	Eden HS - TX HHSC Child Care Licensing Fee CB HS2	56.49
5753000	Dues and fees	7/29/2024	710089072	Ozona HS - TX HHSC Child Care Licensing Fee CB HS2	56.49
5753000	Dues and fees	7/29/2024	710092138	Eden HS - TX HHSC Child Care Licensing Fee CB HS2	56.49
5760000	HS Site Center Communications	6/8/2024	0708195 06-24	Head Start rural phone/internet service from 06/08/24 to 07/07/24 CBG	557.11

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Vendor Activity - Head Start Citibank P-Card
H07 - HHS-ACF Grant H07, Head Start FY 24-25
From 7/1/2024 Through 7/31/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5760000	HS Site Center Communications	7/11/2024	07710150890010 07-24	Day HS/EHS phone service for acct# 07710-150890-01-0 from 06/25/24 to 07/24/24 CBG	228.08
5760000	HS Site Center Communications	7/12/2024	16942-96 07-24	Eldorado HS, Menard HS/EHS, and Ozona HS internet service for acct# ACC-3331567-37502-10 from 07/12/24 to 08/11/24 CBG2	420.00
5760000	HS Site Center Communications	7/16/2024	07710150887017 07-24	Rio Vista HS/EHS internet/phone service for acct# 07710-150887-01-7 from 07/01/24 to 07/31/24 CBG	162.58
5760000	HS Site Center Communications	7/25/2024	07710150503019 07-24	Rio Vista HS/EHS internet service for acct# 07710-150503-01-9 from 07/15/24 to 08/14/24 CBG	324.14
5760000	HS Site Center Communications	7/25/2024	07710150505015 07-24	Day HS/EHS phone/internet service for acct# 07710-150505-01-5 from 07/15/24 to 08/14/24 CBG	367.48
5796000	Safety	7/1/2024	405SP0000393281	Criminal history search for prospective new employee on L.K. (Rio Vista HS) CB HR	6.39
5796000	Safety	7/1/2024	405SP0000393288	Criminal history search for prospective new employee on L.H. (Rio Vista HS) CB HR	3.32
5796000	Safety	7/2/2024	UZTX58S82Y	Daycare licensing (fingerprinting) for prospective Head Start employee L.K. (Rio Vista HS) CB HR	40.58
5796000	Safety	7/3/2024	UZTX5H91GR	Daycare licensing (fingerprinting) for prospective Head Start employee F.G. (Day HS) CB HR	40.58
5796000	Safety	7/11/2024	405SP0000399110	Criminal history search for prospective new employee on F.G. (Day HS) CB HR	3.32
5796000	Safety	7/11/2024	405SP0000399172	Criminal history search for prospective new employee on R.Z. (Rio Vista HS/EHS) CB HR	3.32

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Vendor Activity - Head Start Citibank P-Card
H07 - HHS-ACF Grant H07, Head Start FY 24-25
From 7/1/2024 Through 7/31/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5796000	Safety	7/11/2024	405SP0000399176	Criminal history search for prospective new employee on R.Z. (Rio Vista HS/EHS) CB HR	3.32
5796000	Safety	7/12/2024	405SP0000400013	Criminal history search for prospective new employee on B.B. (Day HS) CB HR	6.39
5796000	Safety	7/12/2024	405SP0000400169	Criminal history search for prospective new employee on B.B. (Day HS) CB HR	3.32
5796000	Safety	7/15/2024	UZTX5HQFNF	Daycare licensing (fingerprinting) for prospective Head Start employee R.Z. (Rio Vista HS/EHS) CB HR	40.58
5796000	Safety	7/23/2024	405SP0000406249	Criminal history search for prospective new employee on M.D. (Rio Vista HS) CB HR	6.39
5796000	Safety	7/23/2024	405SP0000406456	Criminal history search for prospective new employee on N.H. (Eldorado HS) CB HR	3.32
5796000	Safety	7/23/2024	405SP0000406508	Criminal history search for prospective new employee on V.P. (Day HS/EHS) CB HR	3.32
5796000	Safety	7/23/2024	UZTX5J5ZS6	Daycare licensing (fingerprinting) for prospective Head Start employee M.D. (Rio Vista HS) CB HR	40.58
5796000	Safety	7/26/2024	405SP0000408374	Criminal history search for prospective new employee on J.F. (Eden HS) CB HR	3.32
5796000	Safety	7/29/2024	UZTX5J6N7T	Daycare licensing (fingerprinting) for prospective Head Start employee N.H. (Eldorado HS) CB HR	40.58
5796000	Safety	7/29/2024	UZTX5J6T1K	Daycare licensing (fingerprinting) for prospective Head Start employee V.P. (Day HS/EHS) CB HR	40.58
5796000	Safety	7/31/2024	405SP0000411476	Criminal history search for prospective new employee on M.B. (Day HS/EHS & Rio Vista HS/EHS) CB HR	3.32

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Vendor Activity - Head Start Deans Dairy Corporate
H06 - Grant H06, CACFP Head Start Nutrition FY 23-24
From 7/1/2024 Through 7/31/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5295000	HS Nutrition Service	7/2/2024	650669116	Menard HS/EHS purchase of milk for children - 2 whole 9/CS and 8 1% 9/CS	29.75
5295000	HS Nutrition Service	7/8/2024	652072231	Rio Vista HS/EHS purchase of milk for children - 18 whole 9/CS, 36 1% 9/CS, and 6 2% lactose free 6BX	188.45
5295000	HS Nutrition Service	7/8/2024	652268860	Day HS/EHS purchase of milk for children - 18 whole 9/CS and 111 1% 9/CS	383.15
5295000	HS Nutrition Service	7/8/2024	652268861	Day HS/EHS purchase of milk for children - 3 2% lactose free 6BX	13.65
5295000	HS Nutrition Service	7/9/2024	650669488	Menard HS/EHS purchase of milk for children - 3 whole 9/CS and 19 1% 9/CS	65.34
5295000	HS Nutrition Service	7/15/2024	652269253	Day HS/EHS purchase of milk for children - 27 whole 9/CS and 54 1% 9/CS	241.72
5295000	HS Nutrition Service	7/16/2024	650669851	Menard HS/EHS purchase of milk for children - 1 whole 9/CS and 9 1% 9/CS	29.67
5295000	HS Nutrition Service	7/16/2024	652072540	Rio Vista HS/EHS purchase of milk for children - 18 whole 9/CS, 18 1% 9/CS, and 12 2% lactose free 6BX	162.47
5295000	HS Nutrition Service	7/23/2024	652072827	Rio Vista HS/EHS purchase of milk for children - 9 whole 9/CS, 16 1% 9/CS, and 6 2% lactose free 6BX	101.95
					<u>1,216.15</u>
				Total H06 - Grant H06, CACFP Head Start Nutrition FY 23-24	1,216.15
	Report Opening/Current Balance				<u> </u>
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CVCOG

Vendor Activity - Head Start Deans Dairy Corporate
H06 - Grant H06, CACFP Head Start Nutrition FY 23-24
From 7/1/2024 Through 7/31/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
	Report Transaction Totals				1,216.15
	Report Current Balances				<hr/> <hr/>

CVCOG

Vendor Activity - Head Start Lowes Pay and Save
H06 - Grant H06, CACFP Head Start Nutrition FY 23-24
From 7/1/2024 Through 7/31/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5295000	HS Nutrition Service	6/17/2024	240617-399-1-1-74	Menard HS/EHS purchase of nutrition items	12.67
					<hr/>
					12.67
				Total H06 - Grant H06, CACFP Head Start Nutrition FY 23-24	12.67
					<hr/>
	Report Opening/Current Balance				
					<hr/>
	Report Transaction Totals				12.67
					<hr/>
	Report Current Balances				<hr/> <hr/>

CVCOG

Vendor Activity - Head Start Sysco
H06 - Grant H06, CACFP Head Start Nutrition FY 23-24
From 7/1/2024 Through 7/31/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5295000	HS Nutrition Service	7/9/2024	278894351	Rio Vista HS/EHS purchase of nutrition items for children and kitchen supplies	742.66
5295000	HS Nutrition Service	7/11/2024	278895459	Day HS/EHS purchase of nutrition items for children and kitchen supplies	2,074.51
5295000	HS Nutrition Service	7/13/2024	278896952	Day HS/EHS credit for returned frozen peas & carrots	(38.58)
5295000	HS Nutrition Service	7/15/2024	278897491	Rio Vista HS/EHS purchase of nutrition items for children	43.29
5295000	HS Nutrition Service	7/16/2024	278898312	Rio Vista HS/EHS purchase of nutrition items for children and kitchen supplies	487.69
5295000	HS Nutrition Service	7/18/2024	278899371	Day HS/EHS purchase of nutrition items for children and kitchen supplies	1,503.34
5295000	HS Nutrition Service	7/18/2024	278899391	Menard HS/EHS purchase of nutrition items for children	2,017.17
5295000	HS Nutrition Service	7/20/2024	278900725	Menard HS/EHS credit for sales error on sliced strawberries	(29.07)
5295000	HS Nutrition Service	7/23/2024	278902109	Rio Vista HS/EHS purchase of nutrition items for children and kitchen supplies	217.07
5295000	HS Nutrition Service	7/25/2024	278902957	Day HS/EHS purchase of nutrition items for children	43.29
5295000	HS Nutrition Service	7/25/2024	278902958	Day HS/EHS purchase of nutrition items for children	30.72
5295000	HS Nutrition Service	7/25/2024	278903180	Day HS/EHS purchase of nutrition items for children and kitchen supplies	1,286.54
5295000	HS Nutrition Service	7/30/2024	278905858	Rio Vista HS/EHS purchase of nutrition items for children and kitchen supplies	621.94
5513000	HS Food Serv Sup	7/9/2024	278894351	Rio Vista HS/EHS purchase of nutrition items for children and kitchen supplies	123.32
5513000	HS Food Serv Sup	7/11/2024	278895459	Day HS/EHS purchase of nutrition items for children and kitchen supplies	116.21
5513000	HS Food Serv Sup	7/15/2024	278897475	Day HS/EHS purchase of kitchen supplies	1.95
5513000	HS Food Serv Sup	7/16/2024	278898312	Rio Vista HS/EHS purchase of nutrition items for children and kitchen supplies	145.32

CVCOG

Vendor Activity - Head Start Sysco
H06 - Grant H06, CACFP Head Start Nutrition FY 23-24
From 7/1/2024 Through 7/31/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5513000	HS Food Serv Sup	7/18/2024	278899371	Day HS/EHS purchase of nutrition items for children and kitchen supplies	728.11
5513000	HS Food Serv Sup	7/23/2024	278902109	Rio Vista HS/EHS purchase of nutrition items for children and kitchen supplies	213.60
5513000	HS Food Serv Sup	7/25/2024	278903180	Day HS/EHS purchase of nutrition items for children and kitchen supplies	861.12
5513000	HS Food Serv Sup	7/30/2024	278905858	Rio Vista HS/EHS purchase of nutrition items for children and kitchen supplies	969.78
					<u>12,159.98</u>
				Total H06 - Grant H06, CACFP Head Start Nutrition FY 23-24	<u>12,159.98</u>
	Report Opening/Current Balance				<u> </u>
	Report Transaction Totals				<u>12,159.98</u>
	Report Current Balances				<u><u> </u></u>

CVCOG

Vendor Activity - Head Start West Texas Fire Extinguisher
H05 - HHS-ACF Grant H05, Head Start FY 23-24 06CH010970-05
From 7/1/2024 Through 7/31/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5510000	Supplies	7/10/2024	300482	Day HS/EHS purchase of dish detergent, bleach, gloves, trash can liners, paper towels, toilet tissue, hand soap, and towel dispenser	439.44
					<hr/> 439.44
				Total H05 - HHS-ACF Grant H05, Head Start FY 23-24 06CH010970-05	<hr/> 439.44

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Vendor Activity - Head Start West Texas Fire Extinguisher
H06 - Grant H06, CACFP Head Start Nutrition FY 23-24
From 7/1/2024 Through 7/31/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5513000	HS Food Serv Sup	7/18/2024	301013	Day EHS purchase of disinfecting wipes and disposable towels	167.00
5513000	HS Food Serv Sup	7/24/2024	301285	Rio Vista HS/EHS purchase of oven cleaner, degreaser, and trigger spray heads	52.14
5513000	HS Food Serv Sup	8/1/2024	301727	Rio Vista HS/EHS purchase of delimer, facial tissue, paper towels, nitrile gloves, trash can liners, hand soap, mop head, and air spray	18.66
				Total H06 - Grant H06, CACFP Head Start Nutrition FY 23-24	<u>237.80</u>

CVCOG

Vendor Activity - Head Start West Texas Fire Extinguisher
H07 - HHS-ACF Grant H07, Head Start FY 24-25
From 7/1/2024 Through 7/31/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5453000	HS Site Center Bldg Maint	7/8/2024	300330	Rio Vista HS purchase of replacement bladder for leaking soap dispenser in room 18	8.65
5453000	HS Site Center Bldg Maint	7/8/2024	300387	Ozona HS annual fire extinguisher inspection with hydrotest and recharge	217.90
5453000	HS Site Center Bldg Maint	7/29/2024	301532	Eldorado HS annual fire extinguisher inspection with hydrotest and recharge	234.90
5510000	Supplies	7/10/2024	300498	Rio Vista HS/EHS purchase of disposable towels, toilet and general cleansers, and sponges	156.99
5510000	Supplies	8/1/2024	301727	Rio Vista HS/EHS purchase of delimer, facial tissue, paper towels, nitrile gloves, trash can liners, hand soap, mop head, and air spray	218.73
5512000	HS Class Room Supplies	7/10/2024	300498	Rio Vista HS/EHS purchase of disposable towels, toilet and general cleansers, and sponges	157.00
5512000	HS Class Room Supplies	7/31/2024	301678	Day HS/EHS purchase of nitrile gloves (20 boxes each L & XL)	305.44
5512000	HS Class Room Supplies	8/1/2024	301727	Rio Vista HS/EHS purchase of delimer, facial tissue, paper towels, nitrile gloves, trash can liners, hand soap, mop head, and air spray	218.73
				Total H07 - HHS-ACF Grant H07, Head Start FY 24-25	1,518.34
Report Opening/Current Balance					
Report Transaction Totals					2,195.58

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Vendor Activity - Head Start West Texas Fire Extinguisher
H07 - HHS-ACF Grant H07, Head Start FY 24-25
From 7/1/2024 Through 7/31/2024

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
Report Current Balances					<hr/> <hr/>



Agenda Item # 7



CONCHO VALLEY
COUNCIL OF GOVERNMENTS
5430 Link Road • San Angelo, TX 76904

To: Executive Board and Policy Council

From: Carolina Raymond – Director of Head Start

Date: 9-16-2024

Re: Consider and Take Appropriate Action

CVCOG Head Start/Early Head Start Supplemental Funds In-Kind Waiver.

August 19, 2024

RE: Non-Federal Share Waiver Request for One-time Supplemental Funds

To Whom It May Concern,

CVCOG Head Start/Early Head Start is requesting a waiver for the non-federal share requirement associated with the one-time supplemental funds award. After a thorough review of all eligible non-federal share sources, we have determined that our program is unable to meet the full 20% requirement during the current grant period due to limited community resources. We respectfully request your consideration of the following circumstances in support of our waiver request:

- **Administrative Burden:** The process of identifying, valuing, and reporting non-federal contributions is both complex and time-intensive. Meeting the required non-federal share of \$122,905 would divert critical resources from other program areas, which could impact our ability to deliver essential services.
- **Economic Downturn:** Our program has experienced a significant decrease in parent involvement and volunteer participation, largely due to families facing challenges such as lack of transportation and increased work responsibilities. Additionally, the economic downturn has reduced the capacity of local businesses and individuals to provide financial contributions or volunteer support.

In light of these challenges, we respectfully request a full waiver for the non-federal share requirement of \$122,905 for the One-time Supplemental Funds. We remain committed to seeking additional resources in the 2024-2025 school year to increase our non-federal share and to strategizing ways to build a surplus that could cover any future one-time funding opportunities.

Thank you for your consideration of this request. Should you require any further information, please do not hesitate to contact me.



Agenda Item # 8



July 2024



Attendance	Funded Enrollment	Reported Enrollment	Percent Enrollment
Head Start Funded			
Early Head Start Funded	120	120	100%
Pregnant Moms Funded	8	8	Met for 23/24 School Year

Disability	Current	Funded Enrollment
HS # of Children with IEP	NA	411
Percentage this month	NA	
EHS Children with IFSP	20	120
Percentage this month	16%	
Total # of children with IEP/IFSP	20	120
Program wide % this month	16%	

Nutrition	Meals Served	Reimbursement Amount
	3,340	\$ 9776.04

HEAD START STAFF

Administrative Office
5430 Link Road
Phone (325)944-9666

Carolina Raymond
Director

Stephanie Hernandez
Assistant Director / Early Head Start
Education Manager

Cheryl Mayberry
Education & Disability Manager

Ofelia Barron
ERSEA & Facility Manager

Mary Husted
Compliance & Nutrition Specialist

Stacy Walker
Family & Community, Parent
Engagement Manager

Melissa Miranda
Health & Mental Health Manager



CONCHO VALLEY
COUNCIL OF GOVERNMENTS



Head Start

HEAD START (HS) promotes school readiness of children under 5 from low-income families through education, health, social and other services.

Early Head Start (EHS) provides intensive comprehensive child development and family support services to low-income infants and toddlers under the age of 3 and their families, and to pregnant women and their families.



To complete an online please contact the following sites below:

School	Director	Family Service Workers	Hours Operation	Phone
Day Head Start Early Head Start	Comoshontai Hollis	Cynthia Sosa Nelda Garza Lori Palacios	7:45 am - 4:00 pm	325-481-3395
Eden Head Start	Mary Torres	Mary Torres	7:45 am - 3:30 pm	325-869-8703
Eldorado Head Start	Abigail Ussery	Abigail Ussery	7:45 am - 3:30 pm	325-853-3366
Menard Head Start Early Head Start	Bertha DeAnda	Bertha DeAnda	7:45 am - 3:30 pm	325-396-2885
Ozona Head Start	Tracy Ybarra	Tracy Ybarra	7:45 am - 3:30 pm	325-392-3429
Rio Vista Head Start Early Head Start	Michelle Aguirre	Kristy Geary Rebecca Salinas Maria Vasquez Emily Ceballos	7:45 am - 4:00 pm	325-659-3670



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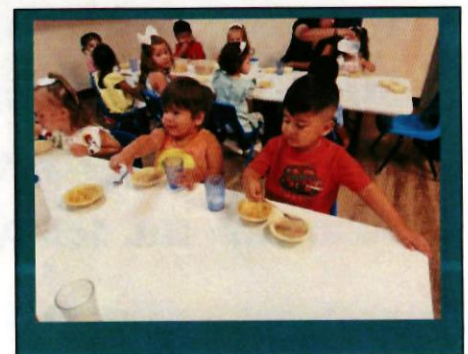
Head Start



Program News

- All schools are up and running and off to a great start. The first parent meeting with Policy Council elections will occur this month.
- Final rule supporting the Head Start workforce and consistent quality programming was approved. Head Start Standards are being amended.
- We currently still have enrollment slots in all the rural and are looking to fill them as soon as possible.

Eldorado Head Start 1st Day of School





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Head Start

September 2024

Updated Monthly



**WE ARE
HIRING!!!**

JOIN US!

@ CVCOG Head Start/Early Head

Job Positions Available

1. Universal Substitutes @ Eldorado, Eden, Menards, Ozona Head Start
2. Universal Substitutes San Angelo @ Day and Rio Vista Head Start
3. Teacher Assistant @ Day Head Start Room 9

To Apply: Scan the QR Code or Contact us At!

CVCOG Head Start/Early Head Start

325-944-9666 / <https://www.cvcog.org/cvcog/>

5430 Link Rd. San Angelo, TX 76903





CONCHO VALLEY
COUNCIL OF GOVERNMENTS
5430 Link Road • San Angelo, TX 76904

To: Executive Board and Policy Council

From: Carolina Raymond – Director of Head Start

Date: 9-16-2024

Re: Information - **Reportable Incident Notification**

In August, a reportable incident involving active supervision took place at a CVCOG Head Start Center. We have fulfilled our reporting obligations and are currently awaiting the final report from the Office of Health and Human Services.