



Community Services of Northeast Texas, Inc.



CALL TO ASSEMBLY

Please rise.

- **Pledge of Allegiance (US)** *I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one nation, under God, indivisible, with liberty and justice for all.*
- **Pledge of Allegiance (Texas)** *Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*
- **Community Action Promise** *Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community, and we are dedicated to Helping People Help themselves and each other.*
- **Our Mission** *CSNT applies all available strategies enabling Northeast Texas families to lead improved, empowered, and self-reliant lives.*
- **Our Community Services Vision** *To be the leading organization in our region which empowers families to be self-reliant, educated, and healthy*
- **Our Head Start Vision** *To provide a system of education and encouragement which results in school-readiness for young children and their families*
- **Invocation**

Board Meeting

January 28, 2020 @ 12:00 Noon

304 E Houston, Linden, Texas 75563

Ross Hyde, Board Chairman • Dan 'Lucky' Boyd, CCAP, NCRMT, Executive Director

If you need assistance with physical accessibility to the meeting, please call 903-756-5596 x 201

1. Call Meeting to Order

2. Establishment of a Quorum

3. Approval of Minutes from 12/10/19 ☒

4. Approval of Agenda ☒

5. Chairman's Comments and Recognitions

6. Training/Presentations

- A. Bloomberg Presentation
- B. Linden Presentation
- C. Board Question – Berny Harris

7. Committee Reports and Information

- A. Planning & Evaluation – No current report required
- B. Personnel – No current report required
- C. Finance – No current report required
- D. Executive – This committee meets only when necessary
- E. Nominating – No Current report required
- F. ByLaws-Board Members receive a current copy of CSNT By-laws according to Org. Std. 5.4

The Chair may make changes to committee rosters and/or develop new committees.

8. Action Items

A. Seat new board member(s), if any ☒

B. Approve Consent Agenda ☒

- 1) Community Services Report (OS 5.9)
- 2) Human Resources Report (OS 5.9)
- 3) Head Start and PIR Report (OS 5.9)
- 4) Service Department Report and Transportation Report (OS 5.9)
- 5) VSN Report (OS 5.9)
- 6) TBRA Report (OS 5.9)

C. **Discuss/Approve** – Board members signed Acknowledgement receipt of Bylaws Org. Std. 5.4

D. **Discuss/Approve** - Board members signed Acknowledgement receipt of obtaining orientation within six months of be seated Org. Std. 5.4

9. Staff Reports

A. Financial Report (OS 8.7).....Shelley Mitchell

10. Executive Director's Report

11. Discussion Items

1) Discuss Monitoring Results

2) Discuss Head Start Progress on Program Goals 2019-2020

3) Discuss Progress on Parent, Family and Community Engagement 2019-2020

12. Audience Comments

13. Executive Session

A. Consultation between the board and its attorney in those instances in which the board seeks the Attorney's advice with respect to pending or contemplated litigation, settlement offers, and other matters where the duty of the attorney to his client requires confidentiality

B. Discussion with respect to the purchase, exchange, lease, or value of real property, negotiated contracts, and prospective gifts or donations to the organization, when such discussion, if made public, would have a detrimental effect on the negotiating position of the organization.

C. Discussion with respect to matters involving the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of an officer or employee or to hear complaints or charges against such officer or employee, unless such officer or employee requests a public session.

D. Discussion with respect to any matter specifically made confidential by law or regulation. Any other exception available by state law

14. Required Action from Executive Session

15. Adjourn Board Meeting

✪ Requires Board Vote

Community Services of Northeast Texas, Inc
MINUTES
Board Meeting
December 10, 2019 - 12:00 Noon
109 N. Main Street, Linden, Texas 75563

Board Members Present

Christophe Trahan
Representing Linden Economic Development Corporation, Private Sector

Donna Early, Treasurer
Representing Cass County Judge Becky Wilbanks, Public Sector

Denise Hill
Representing Head Start Liaison, Poverty Sector

Rumy Gates
Representing WoodForest Bank, Private Sector

Ross Hyde, Chairman
Representing State Representative, Gary VanDeaver, Public Sector

Shelby Ebarb – was seated 6/25/19
Representing Linden-Kildare CISD, Private Sector

Board Members Absent

Judge Doug Reeder
Morris County Judge, Public Sector

Brenda Swisher, Secretary
Representing Cass County Mayor Clarence Burns, Public Sector

Dr. Arcolia Jenkins, Vice Chairman
Representing Creating Opportunities in Marion County, Private Sector

CALL TO ORDER

Ross Hyde, Chairman, called the meeting to order at 12:16 p.m.

Quorum: established by Ross Hyde, Chairman, 6 of 9 members present.

MINUTES

Motion: Denis Hill moved to approve the October 22, 2019 minutes.

Second: Rummy Gates

All in favor voted aye, none opposed, the motion carried unanimously

AGENDA

Motion: Christophe Trahan, Parliamentarian moved to accept the agenda

Second: Donna Early, Treasurer

All in favor voted aye, none opposed, the motion carried unanimously

CHAIRMAN'S COMMENTS AND RECOGNITIONS

None

TRAINING / PRESENTATIONS

A. Eligibility Final Rule Training – Handout – Presented by Berny Harris

B. 2020 Detailed Monitoring Questions – Presented by Shirley Baker

COMMITTEE REPORTS

A. Planning & Evaluation – No current report required

B. Personnel – This committee should meet in July to approve job descriptions, pay scales, etc., No current report required

C. Finance – No current report required

D. Executive – This committee meets only when necessary

E. Nominating – No Current report required

F. ByLaws – Each Board member received a current copy of CSNT By-Laws according to Org. Std. 5.4

The Chair may make changes to committee rosters/develop new committees.

Action Items

A. Seat New Board Member(s)

None

B. Approve Consent Agenda

1. Human Resources Report (Org. Std. 5.9)

2. Head Start Report (Org. Std. 5.9)
3. Community Services Reports (Org. Std.5.9)
4. Service and Transportation Reports (Org. Std. 5.9)
5. VSN Report (Org. Std. 5.9)
6. TBRA Report (Org. Std. 5.9)

Motion: Donna Early, Treasurer moved to accept the Consent Agenda

Second: Denise Hill

All items reviewed and when asked, the Board stipulated that no further discussion was needed on the consent agenda and no items were requested to be removed.

All in favor voted aye, none opposed, the motion carried unanimously.

C. Discuss/Approve—Governance Capacity Screener Results Grant #6CH7174/06

Motion: Christophe Trahan, Parliamentarian

Second: Shelby Ebarb

All in favor voted aye, none opposed, the motion carried unanimously.

D. Discuss/Approve – 2020 Community Assessment Update

Motion: Donna Early, Treasurer

Second: Romy Gates

All in favor voted aye, none opposed, the motion carried unanimously.

E. Discuss/Approve – Disability Waiver Request Grant #06CH7174/06

Motion: Denise Hill

Second: Christophe Trahan, Parliamentarian

All in favor voted aye, none opposed, the motion carried unanimously.

F. Discuss/Approve – DOL Exempt Employee Increase \$35,010 (\$28,080 personnel & \$7,020 Fringe budge line-items) Grant #06CH7174/06

Motion: Donna Early, Treasurer

Second: Denise Hill

All in favor voted aye, none opposed, the motion carried unanimously.

G. Discuss/Approve – Personnel policy #313 – Benefits Continuation (COBRA)

Motion: Christophe Trahan, Parliamentarian

Second: Romy Gates

All in favor voted aye, none opposed, the motion carried unanimously.

H. Discuss/Approve – Updating Dental Curriculum

Motion: Donna Early, Treasurer

Second: Denise Hill

All in favor voted aye, none opposed, the motion carried unanimously.

STAFF REPORTS

A. Financial Report – Prepared and presented by Shelley Mitchell

The governing board receives financial reports at each regular meeting that include the following: 1. Organization-wide report on revenue and expenditures that compares budget to actual, categorized by program; and 2. Balance sheet/statement of financial position. (OS 8.7)

EXECUTIVE DIRECTOR'S REPORT

Executive Director discussed:

- 1) Confirmed receipt of an email from SWEPCO for a \$50K check for YEP
- 2) Trip to Missouri for Training on a Poverty Simulation designed for Youth, setting our goal to schedule the first in our area March 2020.
- 3) Texas Workforce Commission Conference and what was learned
- 4) In six to nine months CSNT will entertain indirect costs, possibly before Head Start budget in July
- 5) Still vacancies in Poverty that will now affect compliance with TDHCA
- 6) Agency Audit is scheduled for the last week of January 2020
- 7) No one has been hired for YEP to date, hard time finding someone who will work schedule and hours required
- 8) Reminded Board of trip to Puerto Rico and being gone 11 days

DISCUSSION ITEMS

- 1) Discuss School Readiness Performance Fall 2019
- 2) Discuss CLASS Fall 2019 Data
- 3) Discuss Head Start Program Goals Fall 2019

AUDIENCE COMMENTS

None

EXECUTIVE SESSION

Called Executive Session time: 1:30pm

Motion: Christophe Trahan, Parliamentarian
Second: Shelby Ebarb

Declared In: 1:30pm

Update on Valley Services

Executive Session was used to inform the board of upcoming sensitive issues that may require action. No business of the agency was conducted. No action was taken.

Declared Out of Executive session: 1:51pm

Motion: Christophe Trahan, Parliamentarian
Second: Shelby Ebarb

All in favor voted aye, none opposed, the motion carried unanimously.

Declared back in regular meeting: 1:51

- A. Consultation between the board and its attorney in those instances in which the board seeks the Attorney's advice with respect to pending or contemplated litigation, settlement offers, and other matters where the duty of the attorney to his client requires confidentiality.
- B. Discussion with respect to the purchase, exchange, lease, or value or real property, negotiated contracts, and prospective gifts or donations to the organization, when such discussion, if made public, would have a detrimental effect on the negotiating position of the organization.
- C. Discussion with respect to matters involving the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of an officer or employee or to hear complaints or charges against such officer or employee, unless such officer or employee requests a public session.
- D. Discussion with respect to any matter specifically made confidential by law or regulation. Any other exception available by state law.

ADJOURN

Motion made to adjourn the meeting by Christophe Trahan, Parliamentarian and second by Denise Hill, at 1:52 pm.

Approved by: _____, on _____, 2020
(Board Secretary) (Date)

Board Minutes Organizational Standards Checklist:

Organizational Standard 1.1

Number of low-income persons participating: One

Is Policy Council represented? X Yes No

Is the Policy Council representative low-income? Yes No

Is there an attorney on the board? X Yes No

Is a contract in place for an attorney: Yes X No

Is there an early child expert on the board? Yes No

Is there a finance expert on the board? Yes No

Were minutes submitted from advisory groups? Yes x No

Were minutes submitted from committee meetings? X Yes No

Were any of the following discussed during the meeting?

Recruitment documents Yes X No

Solicitation materials Yes No

Final board membership list X Yes No

Did a low-income person participate in the development of services? Yes x No

Did a low-income person participate in the provision of services? Yes x No

Did a low-income person participate in the needs assessment process? Yes x No

Organizational Standard 3.5

Did the Board formally accept the Community Assessment? Yes X No

Organizational Standard 5.1

Is the Board structured in compliance with the CSBG Act? Yes

Total number of Board seats = 12

Total number of democratically elected representatives of the low-income community = One

(must be at least 4) Yes No

Total number of local elected officials = Four

(must be exactly 4) Yes No

Total number of members from major groups and interests in the community = Four

(must be 4 or less) Yes No

Organizational Standard 5.2

Does the Board have written procedures that document a democratic selection process for low-income board members adequate to assure that they are representative of the low-income community? Yes No

Where is it? ByLaws – Article V – Section 3

Organizational Standard 5.3

The organization's bylaws have been reviewed by an attorney within the past five years. Yes No Date: 7.22.16

Organization Standard 5.4

The organization documents that each governing board member has received a copy of the bylaws within the past two years. X yes No Date 12.10.19

Organizational Standard 5.8

Governing board members have been provided with training on their duties and responsibilities within the past two years. Yes No Date: 4.23.19

Organizational Standard 6.1

The organization has an agency-wide strategic plan in place that has been approved by the governing board within the past five years. Yes No Date: 5.25.16

Organizational Standard 7.1

The organization has written personnel policies that have been reviewed by an attorney and approved by the governing board with the past five years.
X Yes No Date: 10.22.19

Organizational Standard 7.2

The organization makes available the employee handbook (or personnel policies in cases without a handbook) to all staff and notifies staff of any changes.
X Yes No Date: 10.22.19

Organizational Standard 7.3

The organizational has written job descriptions for all positions, which have been updated with the past five years. X Yes No Date: 10.22.19

Organizational Standard 7.4

Performance appraisal of Executive Director X Yes No Date: 6.25.19

Organizational Standard 7.5

Reviews and approves Executive Director Salary X Yes No Date: 6.25.19

Organizational Standard 7.6

The organization has a policy in place for regular written evaluation of employees by their supervisors. X Yes No Date: 10.22.19

Organizational Standard 7.7

The Organization has a whistleblower policy that has been approved by the governing board. X Yes No Date: 10.22.19

Organizational Standard 7.8

All staff participate in a new employee orientation within 60 days of hire.

X Yes No Date: 10.22.19

Organizational Standard 7.9

The organization conducts or makes available staff development/training (including ROMA) on an ongoing basis. ROMA Training for 12 staff September 5, 2019

2 FACTS

About Head Start School Readiness

WHAT IS SCHOOL READINESS?



Head Start defines school readiness as children possessing the skills, knowledge, and attitudes necessary for success in school and for later learning and life. [The Head Start Approach to School Readiness](#) means that children are ready for school, families are ready to support their children's learning, and schools are ready for children. Head Start is a leader in the early childhood field with a strong, clear, and comprehensive focus on all aspects of healthy development, including physical, cognitive, and social and emotional development, all of which are essential to children getting ready for school.

WHAT ARE SCHOOL READINESS GOALS?



School readiness goals articulate the program's expectations of children's status and progress across the five essential domains of child development and early learning that will improve children's readiness for kindergarten [Definition, 45 CFR § 1307.2]. Goals are broad statements that articulate the highest developmental achievement children should attain as a result of Head Start and Early Head Start services. Agencies outline the steps of progression toward these goals through a developmental sequence of age- and stage-appropriate behaviors, skills, and knowledge that children ages birth to 5 need to acquire to accomplish each broad goal. See examples of school readiness goals for infants, toddlers, and preschoolers[PDF, 164KB].

Community Services Block Grant Performance Report

Subrecipient: Community Services of Northeast Texas, Inc. Address: PO Box 427
LINDEN, TX 75563

Vendor ID: 17512320809
Contract: 61190003044
Contract Term: January 1, 2019 - December 31, 2019
Contract Amount: \$ 431,692.00

Report Date: December 2019
Report Type: Monthly
CFDA #: 93.569

Module 2. Section B. CSBG Eligible Entity Capacity Building

2. Hours of Agency Capacity Building (e.g. training, planning, assessment)

	Hours		
	Monthly	Adjusted	Cumulative
a. Hours of Board Members in capacity building activities	0	0	38
b. Hours of Agency Staff in capacity building activities	0	0	842

3. Volunteer Hours of Agency Capacity Building (e.g. program support, service delivery, fundraising)

	Hours		
	Monthly	Adjusted	Cumulative
a. Total number of volunteer hours donated to the agency	0	0	6333
1. Of the above, the total number of volunteer hours donated by individuals with low-incomes	0	0	5654

4. The number of staff who hold certifications that increase agency capacity to achieve family and community outcomes, as measured by one or more of the following

	Number		
	Monthly	Adjusted	Cumulative
a. Number of Nationally Certified ROMA Trainers	0	0	1
b. Number of Nationally Certified ROMA Implementers	0	0	1
c. Number of Certified Community Action Professionals (CCAP)	0	0	1
d. Number of Staff with a child development certification	0	0	18
e. Number of Staff with a family development certification	0	0	17
f. Number of Pathways Reviewers	0	0	0
g. Number of Staff with Home Energy Professional Certifications	0	0	0
1. Number of Energy Auditors	0	0	0
2. Number of Retrofit Installer Technicians	0	0	0
3. Number of Crew Leaders	0	0	0
4. Number of Quality Control Inspectors (QCI)	0	0	0
h. Number of LEED Risk Certified assessors	0	0	0
i. Number of Building Performance Institute (BPI) certified professionals	0	0	0
j. Number of Classroom Assessment Scoring System (CLASS) certified professionals	0	0	0
k. Number of Certified Housing Quality Standards (HQS) Inspectors	0	0	0

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4 The number of staff who hold certifications that increase agency capacity to achieve family and community outcomes, as measured by one or more of the following

	Number		
	Monthly	Adjusted	Cumulative
l. Number of American Institute of Certified Planners (AICP)	0	0	0

5 Number of organizations, both public and private, that the CSBG Eligible Entity actively works with to expand resources and opportunities in order to achieve family and community outcomes

	Unduplicated Number of Organizations		
	Monthly	Adjusted	Cumulative
a. Non-Profit	0	0	112
b. Faith Based	0	0	58
c. Local Government	0	0	9
d. State Government	0	0	8
e. Federal Government	0	0	5
f. For-Profit Business or Corporation	0	0	62
g. Consortiums/Collaborations	0	0	16
h. School Districts	0	0	57
i. Institutions of Post-Secondary Education/Training	0	0	12
j. Financial/Banking Institutions	0	0	11
k. Health Service Organizations	0	0	36
l. Statewide Associations or Collaborations	0	0	23

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Module 4. Section A. Individual and Family National Performance Indicators (NPIs)

1. Employment Indicators (FNPI 1)

	I. Number of Participants Served in Program(s) (#)			II. Target (#)			III. Actual Results (#)			IV. Percentage Achieving Outcome [(III / I) x 100] [%]	V. Performance Target Accuracy [(III / II) x 100] [%]
	Monthly	Adjusted	Cumulative	Target	Monthly	Adjusted	Cumulative				
a. The number of unemployed youth who obtained employment to gain skills or income.	0	0	2	5	0	0	0	0.00	0.00		
b. The number of unemployed adults who obtained employment (up to a living wage).	0	0	13	15	0	0	1	7.69	6.67		
c. The number of unemployed adults who obtained and maintained employment for at least 90 days (up to a living wage).	0	0	1	10	0	0	1	100.00	10.00		
d. The number of unemployed adults who obtained and maintained employment for at least 180 days (up to a living wage).	0	0	4	10	0	0	0	0.00	0.00		
e. The number of unemployed adults who obtained employment (with a living wage or higher).	0	0	2	10	0	0	0	0.00	0.00		
f. The number of unemployed adults who obtained and maintained employment for at least 90 days (with a living wage or higher).	0	0	4	5	0	0	1	25.00	20.00		
g. The number of unemployed adults who obtained and maintained employment for at least 180 days (with a living wage or higher).	0	0	1	5	0	0	0	0.00	0.00		
h. The number of employed or transitioned into a position that provided increased income and/or benefits.	0	0	5	5	0	0	1	20.00	20.00		
1. Of the above, the number of employed participants who increased income from employment through wage or salary amount increase.	0	0	0	2	0	0	0	0.00	0.00		
2. Of the above, the number of employed participants who increased income from employment through hours worked increase.	0	0	0	2	0	0	0	0.00	0.00		
3. Of the above, the number of employed participants who increased benefits related to employment.	0	0	0	2	0	0	0	0.00	0.00		

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2 Education and Cognitive Development (FNPI 2)

	I. Number of Participants Served in Program(s) (#)			II.) Target (#)		III.) Actual Results (#)			IV.) Percentage Achieving Outcome [(III / I) x 100] [%]	V.) Performance Target Accuracy [(III / II) x 100] [%]
	Monthly	Adjusted	Cumulative	Target	Monthly	Adjusted	Cumulative			
a. The number of children (0 to 5) who demonstrated improved emergent literacy skills.	0	0	919	540	0	0	911	99.13	168.70	
b. The number of children (0 to 5) who demonstrated skills for school readiness.	0	0	916	540	0	0	914	99.78	169.26	
c. The number of children and youth who demonstrated improved positive approaches toward learning, including improved attention skills.	0	0	933	0	0	0	910	0.00	0.00	
1. Early Childhood Education (ages 0-5)	0	0	933	540	0	0	910	97.53	168.52	
2. 1st grade-8th grade	0	0	0	0	0	0	0	0.00	0.00	
3. 9th grade-12th grade	0	0	0	0	0	0	0	0.00	0.00	
d. The number of children and youth who are achieving at basic grade level (academic, social and other school success skills)	0	0	944	0	0	0	926	0.00	0.00	
1. Early Childhood Education (ages 0-5)	0	0	944	540	0	0	926	98.09	171.48	
2. 1st grade-8th grade	0	0	0	0	0	0	0	0.00	0.00	
3. 9th grade-12th grade	0	0	0	0	0	0	0	0.00	0.00	
e. The number of parents/caregivers who improved their home environments	0	0	1120	750	0	0	205	18.30	27.33	
f. The number of adults who demonstrated improved basic education.	0	0	34	25	0	0	31	91.18	124.00	
g. The number of individuals who obtained a high school diploma and/or obtained an equivalency certificate or diploma.	0	0	37	25	0	0	32	86.49	128.00	
h. The number of individuals who obtained a recognized credential, certificate, or degree relating to the achievement of educational or vocational skills.	0	0	34	25	0	0	32	94.12	128.00	
i. The number of individuals who obtained an Associate's degree.	0	0	10	1	0	0	10	100.00	1000.00	

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Report Date: December 2019

Report Type: Monthly

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2. Education and Cognitive Development (FNPI 2)

I. The number of individuals who obtained a Bachelor's degree	I. Number of Participants Served in Program(s) (#)			II) Target (#)	III) Actual Results (#)			IV) Percentage Achieving Outcome [(III / II) x 100] [%]	V) Performance Target Accuracy [(III / II) x 100] [%]
	Monthly	Adjusted	Cumulative		Monthly	Adjusted	Cumulative		
	0	0	6	1	0	0	6	100.00	600.00

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3. Income and Asset Building (FNPI 3)

	I) Number of Participants Served in Program(s) (#)			II) Target (#)	III) Actual Results (#)			IV) Percentage Achieving Outcome [(III / I) x 100] [%]	V) Performance Target Accuracy [(III / II) x 100] [%]
	Monthly	Adjusted	Cumulative		Monthly	Adjusted	Cumulative		
a. The number of individuals who achieved and maintained capacity to meet basic needs for 90 days	0	0	1343	150	0	0	12.73	114.00	
b. The number of individuals who achieved and maintained capacity to meet basic needs for 180 days	0	0	23	150	0	0	0.00	0.00	
c. The number of individuals who opened a savings account or IDA	0	0	0	0	0	0	0.00	0.00	
d. The number of individuals who increased their savings	0	0	0	0	0	0	0.00	0.00	
e. The number of individuals who used their savings to purchase an asset	0	0	0	0	0	0	0.00	0.00	
f. 1 Of the above, the number of individuals who purchased a home.	0	0	0	0	0	0	0.00	0.00	
g. The number of individuals who improved their credit scores.	0	0	0	0	0	0	0.00	0.00	
h. The number of individuals engaged with the Community Action Agency who report improved financial well-being	0	0	41	5	0	0	56.10	460.00	

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4. Housing (FNPI 4)

	I) Number of Participants Served in Program(s) (#)			II) Target (#)	III) Actual Results (#)			IV) Percentage Achieving Outcome [(III / I) x 100] [%]	V) Performance Target Accuracy [(III / II) x 100] [%]
	Monthly	Adjusted	Cumulative	Target	Monthly	Adjusted	Cumulative		
a) The number of households experiencing homelessness who obtained safe temporary shelter.	0	0	2	5	0	0	2	100.00	40.00
b) The number of households who obtained safe and affordable housing.	0	0	32	25	0	0	30	93.75	120.00
c) The number of households who maintained safe and affordable housing for 90 days	0	0	0	25	0	0	0	0.00	0.00
d) The number of households who maintained safe and affordable housing for 180 days	0	0	0	25	0	0	0	0.00	0.00
e) The number of households who avoided eviction.	0	0	15	25	0	0	13	86.67	52.00
f) The number of households who avoided foreclosure.	0	0	0	0	0	0	0	0.00	0.00
g) The number of households who experienced improved health and safety due to improvements within their home (e.g. reduction or elimination of lead radon, carbon dioxide and/or fire hazards or electrical issues, etc)	0	0	0	0	0	0	0	0.00	0.00
h) The number of households with improved energy efficiency and/or energy burden reduction in their homes	0	0	351	100	0	0	326	92.88	326.00

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CFDA #: 93.569

5. Health and Social/Behavioral Development (FNPI 5)

	I. Number of Participants Served in Program(s) (#)			II) Target (#)	III) Actual Results (#)			IV) Percentage Achieving Outcome [(III / I) x 100] [%]	V) Performance Target Accuracy [(III / II) x 100] [%]
	Monthly	Adjusted	Cumulative		Monthly	Adjusted	Cumulative		
a. The number of individuals who demonstrated increased nutrition skills (e.g. cooking, shopping, and growing food)	0	0	521	50	0	0	99.81	1040.00	
b. The number of individuals who demonstrated improved physical health and well-being	0	0	95	150	0	0	98.95	62.67	
c. The number of individuals who demonstrated improved mental and behavioral health and well-being	0	0	532	540	0	0	98.12	96.67	
d. The number of individuals who improved skills related to the adult role of parents/caregivers	0	0	4	100	0	0	25.00	1.00	
e. The number of parents/caregivers who demonstrated increased sensitivity and responsiveness in their interactions with their children.	0	0	627	750	0	0	99.84	83.47	
f. The number of seniors (65+) who maintained an independent living situation.	0	0	386	500	0	0	94.82	73.20	
g. The number of individuals with disabilities who maintained an independent living situation.	0	0	713	750	0	0	93.13	88.53	
h. The number of individuals with chronic illness who maintained an independent living situation.	0	0	0	0	0	0	0.00	0.00	
i. The number of individuals with no recidivating event for six months.	0	0	0	0	0	0	0.00	0.00	
1 Youth (ages 14-17)	0	0	0	0	0	0	0.00	0.00	
2 Adults (ages 18+)	0	0	0	0	0	0	0.00	0.00	

Community Services Block Grant Performance Report

Subrecipient: Community Services of Northeast Texas Inc
 Vendor ID: 17512320809
 Contract: 61190003044
 Contract Term: January 1, 2019 - December 31, 2019
 Contract Amount: \$ 431,692.00

Address: PO Box 427
 LINDEN, TX 75563

Report Date: December 2019
 Report Type: Monthly
 CFDA #: 93.569

6. Civic Engagement and Community Involvement Indicators (FNPI 6)

	I. Number of Participants Served in Program(s) (#)			II) Target (#)	III) Actual Results (#)			IV) Percentage Achieving Outcome [(III / I) x 100] [%]	V) Performance Target Accuracy [(III / II) x 100] [%]
	Monthly	Adjusted	Cumulative		Monthly	Adjusted	Cumulative		
a	The number of Community Action program participants who increased skills, knowledge, and abilities to enable them to work with Community Action to improve conditions in the community.								
	1. Of the above, the number of Community Action program participants who improved their leadership skills	0	0	0	0	0	0	0.00	0.00
	2. Of the above, the number of Community Action program participants who improved their social networks	0	0	0	0	0	0	0.00	0.00
	3. Of the above, the number of Community Action program participants who gained other skills, knowledge and abilities to enhance their ability to engage	0	0	0	0	0	0	0.00	0.00

Community Services Block Grant Performance Report

Subrecipient: Community Services of Northeast Texas, Inc

Address: PO Box 427
LINDEN, TX 75563

Vendor ID: 17512320809

Contract: 61190003044

Contract Term: January 1, 2019 - December 31, 2019

Contract Amount: \$ 431,692.00

Report Date: December 2019

Report Type: Monthly

CFDA #: 93.569

7. Outcomes Across Multiple Domains (FNPI 7)

	I. Number of Participants Served in Program(s) (#)			II) Target (#)	III) Actual Results (#)			IV) Percentage Achieving Outcome [(III / I) x 100] [%]	V) Performance Target Accuracy [(III / II) x 100] [%]
	Monthly	Adjusted	Cumulative		Monthly	Adjusted	Cumulative		
a	0	0	2376	2000	0	0	2282	96.04	114.10
The number of individuals who achieved one or more outcomes as identified by the National Performance Indicators in various domains.									

2019 County Service Report

Bowie County	January	February	March	April	May	June	July	August	September	October	November	December	YTD
CSBG TOP and CEAP Total \$						\$ 24,319.63	\$ 37,421.90	\$ 34,464.98	\$ 45,378.20	\$ 29,649.02	\$ 35,883.24	\$ 6,859.75	\$ 214,186.44
Total Individuals Served by CSBG TOP and CEAP						311	69	79	97	75	131	54	816
Non CSBG and CEAP Total \$						0	0	0	0	0	0	0	0
Total Individuals Served by Non CSBG TOP and CEAP						0	0	0	0	0	0	0	0
Total Individuals Served with Donated Goods						0	0	0	0	0	0	0	0
Total Veterans Served by VSN						6	2	3	7	10	11	9	48
Vet Services Now \$						\$ 3,402.03	\$ 776.32	\$ 1,201.76	\$ 2,751.69	\$ 5,192.54	\$ 6,509.03	\$ 1,165.37	\$ 20,998.74
Total Individuals Served by TBRA						0	1	1	4	4	0	6	16
Tenant Based Rental Assistance \$						\$ -	\$ 460.00	\$ 450.00	\$ 5,228.00	\$ 1,966.00	\$ -	\$ 4,424.00	\$ 12,528.00
Total Individuals Served	0	0	0	0	0	317	72	83	108	89	142	69	880

Camp County	January	February	March	April	May	June	July	August	September	October	November	December	YTD
CSBG TOP and CEAP Total \$						\$ 8,773.37	\$ 12,746.20	\$ 11,733	\$ 18,592.78	\$ 11,110.56	\$ 9,555.12	\$ 15,370.76	\$ 86,885.52
Total Individuals Served by CSBG TOP and CEAP						15	115	25	144	111	109	194	713
Non CSBG and CEAP Total \$						\$ 351.95	\$ 125.00	\$ 866.41	\$ 9,270.00	\$ 403.89	\$ 1,060.45	\$ 566.74	\$ 11,674.44
Total Individuals Served by Non CSBG TOP and CEAP						94	6	13	3	49	61	145	371
Total Individuals Served by Food Bank						12	9	17	0	6	16	8	0
Total Individuals Served with Donated Goods						15	3	0	0	12	8	0	38
Total Veterans Served by VSN						0	0	0	0	0	5	3	8.00
Vet Services Now \$						\$ -	\$ -	\$ -	\$ -	\$ -	\$ 447.92	\$ 39.76	\$ 487.68
Total Individuals Served by TBRA						0	1	2	2	2	2	3	10.00
Tenant Based Rental Assistance \$						\$ -	\$ 258.00	\$ -	\$ 550.00	\$ 550.00	\$ 429.00	\$ 1,100.00	\$ 2,887
Total Individuals Served	0	0	0	0	0	136	0	55	149	180	202	353	0

Cass County	January	February	March	April	May	June	July	August	September	October	November	December	YTD
CSBG TOP and CEAP Total \$						\$ 18,866.38	\$ 33,136.46	\$ 42,052.45	\$ 46,679.85	\$ 34,796.37	\$ 30,721.69	\$ 44,603.83	\$ 250,861.04
Total Individuals Served by CSBG TOP and CEAP						65	198	299	377	324	377	533	2173
Non CSBG and CEAP Total \$						\$ 4,026.00	\$ 3,347.46	\$ 7,110.08	\$ 7,773.78	\$ 6,502.54	\$ 7,033.19	\$ -	\$ 35,793.02
Total Individuals Served by Non CSBG TOP and CEAP						2	7	15	17	13	23	0	77
Total Individuals Served by Food Bank						0	0	0	0	0	0	0	0
Total Individuals Served with Donated Goods						0	0	4	0	0	0	0	4
Total Veterans Served by VSN						2	4	6	9	8	11	36	76.00
Vet Services Now \$						\$ 2,600.00	\$ 1,885.46	\$ 3,304.08	\$ 2,530.76	\$ 3,573.34	\$ 6,080.18	\$ 1415.7	\$ 21,389.52
Total Individuals Served by TBRA						8	3	5	8	5	2	26	57.00
Tenant Based Rental Assistance \$						\$ 1,426.00	\$ 1,297.00	\$ 3,806.00	\$ 5,243.00	\$ 3,029.00	\$ 953.00	\$ 7,391.00	\$ 23,145
Total Individuals Served	0	0	0	0	0	77	212	329	411	350	421	595	2395

2019 County Service Report

Marion County	January	February	March	April	May	June	July	August	September	October	November	December	YTD
CSBG TOP and CEAP Total \$						\$ 10,566.98	\$ 18,285.77	16,993	\$ 23,269.49	\$ 10,967.75	\$ 17,501.73	\$ 36,987.64	\$ 122,276.27
Total Individuals Served by CSBG TOP and CEAP						30	19	26	14	25	19	244	377
Non CSBG and CEAP Total \$						\$ -	\$ -	\$ -	0.00	\$ 512.61	\$ 300.00	\$ 1,000.99	\$ 2,413.60
Total Individuals Served by Non CSBG TOP and CEAP						0	0	0	0	1	4	16	21
Total Individuals Served by Food Bank						0	0		0	0	0	0	0
Total Individuals Served with Donated Goods						0	0		0	0	0	23	23
Total Veterans Served by VSN						0	0		0	0	2	0	2,000
Vet Services Now \$						\$ -	\$ -		\$ -	\$ -	\$ 593.25	\$ -	\$ 593.25
Total Individuals Served by TBRA						0	0		0	0	0	0	0
Tenant Based Rental Assistance \$						\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Total Individuals Served	0	0	0	0	0	30	19	26	14	26	25	283	423

Morris County	January	February	March	April	May	June	July	August	September	October	November	December	YTD
CSBG TOP and CEAP Total \$						\$ 7,749.29	\$ 14,690.54	16,208	\$ 19,154.27	\$ 10,234.37	\$ 9,247.73	\$ 15,386.67	\$ 92,671.32
Total Individuals Served by CSBG TOP and CEAP						51	107	29	142	110	97	156	692
Non CSBG and CEAP Total \$						\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Total Individuals Served by Non CSBG TOP and CEAP						25	0		0	0	0	0	25
Total Individuals Served with Donated Goods						0	0		0	0	0	0	0
Total Veterans Served by VSN						0	0		0	0	0	0	0
Vet Services Now \$						\$ -	\$ -		\$ 282.57	\$ 557.99	\$ 58.83	\$ 110.31	\$ 1,009.70
Total Individuals Served by TBRA						0	0		0	0	0	3	3
Tenant Based Rental Assistance \$						\$ -	\$ -		\$ -	\$ -	\$ -	\$ 958.00	\$ 958.00
Total Individuals Served	0	0	0	0	0	76	107	29	144	114	98	160	728

Franklin County	January	February	March	April	May	June	July	August	September	October	November	December	YTD
CSBG TOP and CEAP Total \$						\$ 1,514.41	\$ 2,378.57	\$ 2,967.48	\$ 3,181.97	\$ 1,464.10	\$ 1,877.66	\$ 3,372.25	\$ 16,856.44
Total Individuals Served by CSBG TOP and CEAP						5	10	16	19	16	15	27	108
Non CSBG and CEAP Total \$						\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Total Individuals Served by Non CSBG TOP and CEAP						0	0		0	0	0	0	0
Total Individuals Served with Donated Goods						0	0		0	0	0	0	0
Total Veterans Served by VSN						0	0		0	0	0	0	0
Vet Services Now \$						\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Total Individuals Served by TBRA						0	0		0	0	0	0	0
Tenant Based Rental Assistance \$						\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Total Individuals Served	0	0	0	0	0	5	10	16	19	16	15	27	108

2019 County Service Report

Titus County	January	February	March	April	May	June	July	August	September	October	November	December	YTD
CSBG TOP and CEAP Total \$						\$ 4,913.65	\$ 10,504.97	\$ 10,394.13	\$ 15,774.52	\$ 13,742.45	\$ 8,895.15	\$ 12,447.53	\$ 76,552.50
Total Individuals Served by CSBG TOP and CEAP						8	27	73	93	86	111	17	415
Non CSBG and CEAP Total \$						\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Individuals Served by Non CSBG TOP and CEAP						0	0	0	0	0	0	0	0
Total Individuals Served with Donated Goods						0	0	0	0	0	0	0	0
Total Veterans Served by VSN						5	0	0	0	0	0	2	7
Vet Services Now \$						\$ 306.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31.65	\$ 337.65
Total Individuals Served by TBRA						0	0	0	0	6	0	2	8
Tenant Based Rental Assistance \$						\$ -	\$ -	\$ -	\$ -	\$ 1,723.00	\$ -	\$ 1,156.08	\$ 2,879.08
Total Individuals Served	0	0	0	0	0	13	27	73	93	92	111	21	430

Red River County	January	February	March	April	May	June	July	August	September	October	November	December	YTD
CSBG TOP and CEAP Total \$						\$ 2,416.59	\$ 7,122.58	\$ 8,229.59	\$ 6,980.16	\$ 3,704.90	\$ 5,039.03	\$ 7,331.50	\$ 40,818.25
Total Individuals Served by CSBG TOP and CEAP						6	24	9	6	8	5	8	66
Non CSBG and CEAP Total \$						\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Individuals Served by Non CSBG TOP and CEAP						0	0	0	0	0	0	0	0
Total Individuals Served with Donated Goods						0	0	0	0	0	0	0	0
Total Veterans Served by VSN						0	0	0	0	0	0	0	0
Vet Services Now \$						\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Individuals Served by TBRA						0	0	0	0	0	0	0	0
Tenant Based Rental Assistance \$						\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Individuals Served	0	0	0	0	0	6	24	9	6	8	5	8	66

Lamar County	January	February	March	April	May	June	July	August	September	October	November	December	YTD
CSBG TOP and CEAP Total \$						\$ 12,541.73	\$ 23,165.87	\$ 30,114.41	\$ 35,074.68	\$ 15,596.36	\$ 21,608.21	\$ 27,646.13	\$ 166,537.39
Total Individuals Served by CSBG TOP and CEAP						40	46	37	68	31	30	26	278
Non CSBG and CEAP Total \$						\$ 164.36	\$ 98.82	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 263.18
Total Individuals Served by Non CSBG TOP and CEAP						1	1	0	0	0	0	0	2
Total Individuals Served with Donated Goods						0	0	0	0	0	0	0	0
Total Veterans Served by VSN						0	0	1	0	0	0	0	1
Vet Services Now \$						\$ -	\$ -	\$ 237.31	\$ -	\$ -	\$ -	\$ -	\$ 237.31
Total Individuals Served by TBRA						0	0	0	0	0	0	0	0
Tenant Based Rental Assistance \$						\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Individuals Served	0	0	0	0	0	41	47	38	68	31	30	26	281

2019 County Service Report

Delta County	January	February	March	April	May	June	July	August	September	October	November	December	YTD
CSBG TOP and CEAP Total \$						\$ 663.27	\$ 3,756.63	\$ 550.51	\$ 3,965.45	\$ 1,604.40	\$ 326.53	\$ 3,076.50	\$ 40,796.19
Total Individuals Served by CSBG TOP and CEAP						9	4	5	43	1	5	49	116
Non CSBG and CEAP Total \$						\$ 96.18	\$ -	\$ -	\$ 0	\$ -	\$ 222.07	\$ 489.23	\$ 807.40
Total Individuals Served by Non CSBG TOP and CEAP						2	0	0	0	0	3	4	9
Total Individuals Served with Donated Goods						0	0	0	0	0	0	0	0
Total Veterans Served by VSN						0	0	0	0	0	0	0	0
Vet Services Now \$						\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24.91	\$ 24.91
Total Individuals Served by TBRA						0	0	0	0	0	0	0	0
Tenant Based Rental Assistance \$						\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Individuals Served	0	0	0	0	0	11	4	5	43	1	8	54	126

Hopkins County	January	February	March	April	May	June	July	August	September	October	November	December	YTD
CSBG TOP and CEAP Total \$						\$ 3,350.64	\$ 1,981.98	\$ 6,745.07	\$ 25,184.03	\$ 9,346.15	\$ 6,816.84	\$ 25,361.40	\$ 83,286.41
Total Individuals Served by CSBG TOP and CEAP						40	56	18	224	31	16	298	683
Non CSBG and CEAP Total \$						\$ 481.78	\$ -	\$ -	\$ 0	\$ 367.50	\$ 358.45	\$ -	\$ 1,207.73
Total Individuals Served by Non CSBG TOP and CEAP						4	0	0	0	7	12	0	23
Total Individuals Served with Donated Goods						0	0	0	0	0	0	0	0
Total Veterans Served by VSN						1	1	1	1	0	0	0	4
Vet Services Now \$						\$ 1,600.00	\$ 452.00	\$ 1,000.00	\$ 283.67	\$ -	\$ -	\$ -	\$ 3,335.67
Total Individuals Served by TBRA						0	0	0	6	0	0	8	14
Tenant Based Rental Assistance \$						\$ -	\$ -	\$ -	\$ 2,578.00	\$ -	\$ -	\$ 4,912.00	\$ 7,490.00
Total Individuals Served	0	0	0	0	0	45	57	19	231	38	28	306	724

Rains County	January	February	March	April	May	June	July	August	September	October	November	December	YTD
CSBG TOP and CEAP Total \$						\$ -	\$ 5,619.79	\$ 915.53	\$ 4,400.37	\$ 594.63	\$ 97.00	\$ 3,429.42	\$ 15,056.74
Total Individuals Served by CSBG TOP and CEAP						0	20	5	38	4	1	35	103
Non CSBG and CEAP Total \$						\$ -	\$ -	\$ -	\$ 0	\$ -	\$ -	\$ -	\$ -
Total Individuals Served by Non CSBG TOP and CEAP						0	0	0	0	0	0	0	0
Total Individuals Served with Donated Goods						0	0	0	0	0	0	0	0
Total Veterans Served by VSN						0	0	0	0	0	0	0	0
Vet Services Now \$						\$ -	\$ -	\$ -	\$ 750.00	\$ -	\$ -	\$ 372.68	\$ 1,122.68
Total Individuals Served by TBRA						0	0	0	0	0	0	0	0
Tenant Based Rental Assistance \$						\$ -	\$ 5,640	\$ 5	\$ 39	\$ 4	\$ 1	\$ 37	\$ 5,726
Total Individuals Served	0	0	0	0	0	757	0	687	1325	949	1086	1939	0

NOTE:
 CSBG:
 TOP:
 CEAP
 TBRA:

Community Service Block Grant
 Transitioning Out of Poverty
 Comprehensive Energy Assistance Program
 Temporary Based Rental Assistance Program

CSNT Head Start Monthly Report

Program Year 05 2019

06CH7174/05

2019

CSNT HS Report
Revised 2/21/17

Attendance/Enrollment

	December	January	February	March	April	May	June	July	August	September	October	November
Funded Enrollment	516	516	516	516	516	516	NA	NA	516	516	516	516
# additional students (partnerships)	2	5	4	3	3	2	NA	NA	12	8	8	7
% with Special Needs	6%	6%	6%	8%	9%	10%	NA	NA	5%	5%	5%	5%
ADA Funded Enrolled* (516)	93%	92%	90%	92%	93%	93%	NA	NA	96%	96%	94%	93%
Enrollment (w/additional students)	92%	92%	90%	92%	94%	93%	NA	NA	94%	95%	93%	92%
Present/ Absent	477/41	476/43	462/58	477/44	484/35	480/38	NA	NA	483/45	496/32	484/40	482/41
* If below 85% (Why) -	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA

Non-Federal Share

\$965,823 (\$317,534) \$1,283,357 -33% Needed

	December	January	February	March	April	May	June	July	August	September	October	November
\$1,283,357	\$ 131,092	\$ 139,037	\$ 141,998	\$ 135,476	\$ 146,532	\$ 131,503	\$ 59,947	\$ 59,241	\$ 60,859	\$ 129,056	\$ 18,967	\$ 129,649

Adimin Expenditures (including non-federal share)

*Should not be above 15%	December	January	February	March	April	May	June	July	August	September	October	November
11%	\$ 38,054	\$ 85,840	\$ 141,140	\$ 192,247	\$ 242,059	\$ 301,101	\$ 348,083	\$ 398,720	\$ 448,788	\$ 495,413	\$ 541,915	\$ 611,670

Meals/Reimbursements

\$142,723	December	January	February	March	April	May	June	July	August	September	October	November
# of service days	15	17	19	16	21	18	NA	NA	15	20	23	16
# of meals served	5,055	6,173	7,189	6,021	7,963	6,540	NA	NA	4,528	7,802	8,624	5,984
CACFP Reimbursement	\$ 10,982	\$ 13,194	\$ 15,300	\$ 12,891	\$ 17,071	\$ 14,126	\$ -	\$ -	\$ 9,896	\$ 17,068	\$ 18,967	\$ 13,228

Program Monitoring

	December	January	February	March	April	May	June	July	August	September	October	November
# Child Files Reviewed	29	130	221	269	327	138	NA	NA	10	335	545	262
# Classrooms Observed	26	64	92	93	80	76	NA	NA	24	67	73	70
Incomes Verified	2	15	10	5	100	150	NA	NA	50	75	30	15
# Parents Interviewed	2	2	0	27	7	18	NA	NA	0	10	17	15
# of Staff interviewed	7	4	0	18	20	18	NA	NA	0	12	27	25
# Bus Routes Observed	1	1	2	1	1	1	NA	NA	0	1	2	1
# Staff Files Reviewed	0	0	10	0	0	4	NA	NA	0	9	0	0
# Community Contacts	25	25	48	52	50	25	NA	NA	0	35	84	86
# of Findings Corrected	14	23	81	33	40	16	NA	NA	16	43	44	36

Annual Self-Assessment Findings

Date: Week of 4/3/2019 Completed 6/3/2019

	December	January	February	March	April	May	June	July	August	September	October	November
# of findings					2	2	2	2	2	2	2	2
# findings corrected					0	0	0	0	1	2	2	2
# findings remaining					2	2	2	2	0	0	0	0

Annual Detailed Monitoring Findings

Week of 2/13/2019 Completed 6/3/2019

	December	January	February	March	April	May	June	July	August	September	October	November
# of findings	13	13	7	7	7	7	7	7	7	7	7	7
# findings corrected	13	13	1	1	5	7	7	7	7	7	7	7
# findings remaining	0	0	6	6	2	0	0	0	0	0	0	0

Program Updates

Preparing for the Holidays
IM-HS-19-05 Capital Leases

CSNT Head Start Monthly Report

Program Year 01 2020 06CH011282/01 2020

CSNT HS Report
Revised 2/21/17

Attendance/Enrollment

	December	January	February	March	April	May	June	July	August	September	October	November
Funded Enrollment	516											
# additional students (partnerships)	9											
% with Special Needs	6%											
ADA Funded Enrolled* (516)	516											
Enrollment (w/additional students)	525											
Present/ Absent	476/49											
* If below 85% (Why) -	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA

Non-Federal Share

\$965,823 \$843,228 \$122,595 87% Needed

	December	January	February	March	April	May	June	July	August	September	October	November
\$122,595	\$ 122,595											

Admin Expenditures (including non-federal share)

*Should not be above 15%	December	January	February	March	April	May	June	July	August	September	October	November
10%	\$ 37,765											

Meals/Reimbursements

\$12,081	December	January	February	March	April	May	June	July	August	September	October	November
# of service days	14											
# of meals served	5,496											
CACFP Reimbursement	\$ 12,081											

Program Monitoring

	December	January	February	March	April	May	June	July	August	September	October	November
# Child Files Reviewed	195											
# Classrooms Observed	42											
Incomes Verified	15											
# Parents Interviewed	20											
# of Staff interviewed	0											
# Bus Routes Observed	3											
# Staff Files Reviewed	5											
# Community Contacts	11											
# of Findings Corrected	38											

Annual Self-Assessment Findings

Date: Week of 4/3/2019 Completed 6/3/2019

	December	January	February	March	April	May	June	July	August	September	October	November
# of findings	2											
# findings corrected	2											
# findings remaining	0											

Annual Detailed Monitoring Findings

Week of 1/17/2020 Completed

	December	January	February	March	April	May	June	July	August	September	October	November
# of findings	7											
# findings corrected	7											
# findings remaining	0											

Program Updates

Completing Winter Assessments
IM-HS-19-02 Consolidating Grants

PIR Snapshot	Percentage
Report: Head Start PIR Snapshot (Grid)	
PIR: Head Start 2019-2020	
Section: a. Total Funded Enrollment	
Number of enrollment slots that the program is funded to serve.	100%
Section: b. Funded Enrollment by Program Option	
Center-Based	100%
Home-Based	0%
Combination	0%
Family Child Care	0%
Locally Designed	0%
Section: c. Detail - Center-based Funded Enrollment	
Center-based Part Day (4 days per week)	0% of Center-based Total
Center-based Full Day (4 days per week > 6 Hours per Day)	0% of Center-based Total
Center-based Part Day (5 days per week)	100% of Center-based Total
Center-based Full Day (5 days per week > 6 Hours per Day)	0% of Center-based Total
Section: d. Total Cumulative Enrollment	
Actual number of children served by the program throughout the entire year, inclusive of enrollees who left during the program year and the enrollees who filled those empty places. Due to turnover, more children and families may receive Head Start services cumulatively throughout the program year (all of whom are reported in the PIR) than indicated by the funded enrollment numbers.	100% of participants
Section: e. Participants By Age	
Two Years Old	0% of cumulative enrollment
Three Years Old	44.03% of cumulative enrollment
Four Years Old	55.97% of cumulative enrollment
Five Years Old and Older	0% of cumulative enrollment
Section: f. Homelessness Services	
Total Number of children experiencing homelessness that were served during the enrollment year	6.6% of cumulative enrollment
Section: g. Foster Care	
Total number of enrolled children who were in foster care at any point in the program year	2.85% of cumulative enrollment
Section: h. Prior Enrollment of Children	
Second Year	28.7% of cumulative enrollment
Three (or more) Years	0% of cumulative enrollment
Section: i. Ethnicity	
Hispanic or Latino Origin	17.47% of cumulative enrollment
Non-Hispanic or Non-Latino Origin	82.53% of cumulative enrollment
Section: j. Race	
American Indian or Alaska Native	0.36% of cumulative enrollment
Asian	1.07% of cumulative enrollment
Black or African American	48.13% of cumulative enrollment
Native Hawaiian or Pacific Islander	0.18% of cumulative enrollment
White	31.73% of cumulative enrollment
Biracial or Multi-Racial	10.34% of cumulative enrollment
Other Race	8.2% of cumulative enrollment
Unspecified Race	0% of cumulative enrollment

Section: k. Language

English	91.09% of cumulative enrollment
Spanish	8.38% of cumulative enrollment
Central American, South American, or Mexican Languages	0% of cumulative enrollment
Caribbean Languages	0% of cumulative enrollment
Middle Eastern or South Asian Languages	0% of cumulative enrollment
East Asian	0% of cumulative enrollment
Native North American or Alaska Native Languages	0% of cumulative enrollment
Pacific Island Languages	0% of cumulative enrollment
European or Slavic Languages	0% of cumulative enrollment
African Languages	0% of cumulative enrollment
Other Languages	0% of cumulative enrollment
Unspecified Language	0.53% of cumulative enrollment

Section: l. Health Services

Children With Health Insurance At Start of Enrollment	63.46% of cumulative enrollment
Children With Health Insurance At End of Enrollment	63.46% of cumulative enrollment
Children With A Medical Home At Start of Enrollment	94.3% of cumulative enrollment
Children With A Medical Home At End of Enrollment	39.22% of cumulative enrollment
Children With up-to-date Immunizations or all possible immunizations to date, or exempt at start of enrollment	98.4% of cumulative enrollment
Children With up-to-date Immunizations or all possible immunizations to date, or exempt at end of enrollment	95.19% of cumulative enrollment
Children with a dental home at start of enrollment	91.8% of cumulative enrollment
Children with a dental home at end of enrollment	39.22% of cumulative enrollment

Section: m. Disability Services

Children with an Individualized Education Program (IEP), indicating they were determined eligible to receive special education and related services	5.35% of cumulative enrollment
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Section: n. Family Services

Total Number of Families	100% of total families
Families Who Received at Least One Family Service	60.72% of total families

Section: o. Specific Services

Emergency or Crisis Intervention	3.42% of total families
Housing Assistance	2.28% of total families
Mental Health Services	0.19% of total families
English as a Second Language (ESL) Training	1.52% of total families
Adult Education	8.92% of total families
Job Training	2.28% of total families
Substance Abuse Prevention	0.38% of total families
Substance Abuse Treatment	0.19% of total families
Child Abuse and Neglect Services	0.95% of total families
Domestic Violence Services	0.38% of total families
Child Support Assistance	1.14% of total families
Health Education	51.23% of total families
Assistance to Families of Incarcerated Individuals	0.38% of total families
Parenting Education	51.8% of total families
Relationship or Marriage Education	1.33% of total families



Human Resources Report

Submitted by: Charlotte Hall - Human Resources Director

Total Employee Count 122 as of 1/13/2020

	Total Employees	Full Time Includes alloc	Part Time Regular Emp	Sub/Temp	Information
Head Start	106	94	2	10	5 hires, 2 term
CSBG/CEAP	16	14	2	0	2 hires, 0 term

Employee Attendance Report	Personal Leave Used	LWOP Used	Total Hours Absent	Information
Head Start Staff	477.00	84.00	561.00	Unfilled Positions 2
Pay Period 10/13/19 to 10/26/19				
Hours worked by Subs 156.50				
CSBG/CEAP Staff	109.75	182.75	292.50	Unfilled Positions 3
Number of Employer's Initial Report (DWC-1) Forms filed during this pay period				
Resulting in time lost: <input type="text"/>		Requiring medical attention: <input type="text"/>		
Head Start Staff	451.25	256.00	707.25	Unfilled Positions 2
Pay Period 10/27/19 to 11/9/19				
Hours worked by Subs 46.75				
CSBG/CEAP Staff	71.00	70.75	141.75	Unfilled Positions 3
Number of Employer's Initial Report (DWC-1) Forms filed during this pay period				
Resulting in time lost: <input type="text" value="0"/>		Requiring medical attention: <input type="text"/>		
Total Hours Absent Both Pay Periods	1109.00	593.50		

LWOP Savings	\$ 7,715.50	\$ 13.00	593.50	\$13.00 average hourly rate
HS Sub Usage Expense	\$ 1,656.49	\$ 8.15	203.25	\$8.15 average hourly sub rate
Savings for both periods	\$ 6,059.01			

Change in Potential

Liability with

Leave Earned and Used \$ 3,653.65



Human Resources Report

Submitted by: Charlotte Hall - Human Resources Director

Total Employee Count 122 as of 1/13/2020

	Total Employees	Full Time Includes alloc	Part Time Regular Emp	Sub/Temp	Information
Head Start	106	94	2	10	
CSBG/CEAP	16	14	2	0	

Employee Attendance Report	Personal Leave Used	LWOP Used	Total Hours Absent	Information
Head Start Staff	356.00	145.50	501.50	Unfilled Positions 3
Pay Period 11/10/19 to 11/25/19				
Hours worked by Subs	75.50			
CSBG/CEAP Staff	59.25	136.75	196.00	Unfilled Positions 3
Number of Employer's Initial Report (DWC-1) Forms filed during this pay period				
Resulting in time lost:		Requiring medical attention:		
Head Start Staff				
Hours worked by Subs				
CSBG/CEAP Staff				
Number of Employer's Initial Report (DWC-1) Forms filed during this pay period				
Resulting in time lost:	0	Requiring medical attention:		
Total Hours Absent Both Pay Periods	415.25	282.25		

LWOP Savings	\$	3,669.25	\$	13.00	282.25	\$13.00 average hourly rate
HS Sub Usage Expense	\$	615.33	\$	8.15	75.5	\$8.15 average hourly sub rate
Savings for both periods	\$	3,053.93				
Change in Potential Liability with Leave Earned and Used						
	\$	3,653.65				



Human Resources Report

Submitted by: Charlotte Hall - Human Resources Director

Total Employee Count 118 as of 1/23/2020

	Total Employees	Full Time Includes alloc	Part Time Regular Emp	Sub/Temp	Information
Head Start	103	92	2	9	3 terms
CSBG/CEAP	15	13	2	0	1 term

Employee Attendance Report	Personal Leave Used	LWOP Used	Total Hours Absent	Information
Head Start Staff	223.50	101.50	325.00	Unfilled Positions 2
Pay Period 11/24/19 to 12/7/19				
Hours worked by Subs 188.00				
CSBG/CEAP Staff	60.25	41.00	101.25	Unfilled Positions 3
Number of Employer's Initial Report (DWC-1) Forms filed during this pay period				
Resulting in time lost: <input type="text"/>		Requiring medical attention: <input type="text"/>		
Head Start Staff	401.50	203.50	605.00	Unfilled Positions 2
Pay Period 12/8/19 to 12/21/19				
Hours worked by Subs 181.25				
CSBG/CEAP Staff	71.00	70.75	141.75	Unfilled Positions 3
Number of Employer's Initial Report (DWC-1) Forms filed during this pay period				
Resulting in time lost: <input type="text" value="0"/>		Requiring medical attention: <input type="text"/>		
Total Hours Absent Both Pay Periods	756.25	416.75		

LWOP Savings	\$	5,417.75	\$	13.00	416.75	\$13.00 average hourly rate
HS Sub Usage Expense	\$	3,009.39	\$	8.15	369.25	\$8.15 average hourly sub rate
Savings for both periods	\$	2,408.36				

Change in Potential Liability with Leave Earned and Used \$ 3,653.65

Monthly Vehicle Cost Summary

Jan-20

By Program

	<u>Fuel</u>	<u>Repairs</u>	
TBRA	-	-	
CSBG	164.70	351.88	
CEAP	116.95	-	
VSN	49.00	-	
			<u>682.53</u>

By Location

	<u>Fuel</u>	<u>Repairs</u>	
Jefferson	49.00	72.00	
Linden	256.92	125.99	
Linden Shop	-	-	
Daingerfield	24.73	153.89	
	-	-	
			<u>682.53</u>

By Vehicle

<u>#</u>	<u>Fuel</u>	<u>Repairs</u>	<u>Total</u>	<u>Location</u>
801	-	-	-	Linden Shop
879	-	-	-	Linden
880	-	-	-	Linden
881	-	-	-	Linden
882	-	-	-	Linden
883	-	-	-	Linden Shop
884	215.80	125.99	341.79	Linden
885	24.73	153.89	178.62	Daingerfield
886	49.00	72.00	121.00	Jefferson
887	-	-	-	Linden
838	41.12	-	41.12	Linden
			<u>682.53</u>	

Service Department Report

JANUARY 28, 2020

Service Department

Department makeup

4 full time employees

0 temporary employees

0 Head Start employees under temporary supervision.

Head Start Transportation

Cost per child to transport: 50.59

Transportation Costs:

	Children	Staff		Children	Staff
Vehicle Maintenance cost(Campus)		633.60	YTD =		2169.28
Vehicle Maintenance cost (Buses)	434.12		YTD	9562.98	
			=		
Vehicle Maintenance cost (Exec. Office)		924.55	YTD =		5728.86
Vehicle fuel cost (Gas Campus)	304.76	168.25	YTD	4153.3	1498.54
			=	6	
Vehicle fuel cost (Exec. Office)		706.40	YTD =		5975.01
Vehicle fuel cost (Diesel)			YTD	311.48	
			=		
Vehicle insurance cost (Buses)	1106.58		YTD	13278.96	
			=		
Vehicle driver cost buses	2454.62		YTD	29455.44	
			=		
Total transportation cost:	4300.08	2432.80			
Total number transported:	85	151			

VSN DECEMBER 2019

CATEGORIES	VET	SURVIVING SPOUSE	DEPENDENTS	TOTAL SPENT
\$28,910.67 FOR UTILITIES	23	3	11	\$2,786.26
\$15,779.00 FOR RENT	2	0	0	\$829.00
\$20,278.17 FOR MORTGAGE	2	0	1	\$2,000.00
\$23,573.18 FOR FUEL	6	0	5	\$245.28
\$15,842.00 FOR DENTAL	3	1	1	\$911.00

Head Start

Financial Report for the month of January 2020

(December 2019 Expenditures)

<u>Funding Source</u>	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Balance</u>	<u>Monthly Budget</u>	<u>YTD Budget</u>	<u>(Over)/Under</u>
<i>12 month program ending 11-30-2020</i>							
Personnel	\$1,217,046.00	\$143,273.29	\$143,273.29	\$1,073,772.71	\$101,420.50	\$101,420.50	(\$41,852.79)
Fringe Benefits	\$304,262.00	\$55,259.08	\$55,259.08	\$249,002.92	\$25,355.17	\$25,355.17	(\$29,903.91)
Travel (4120)	\$22,150.00	\$1,322.48	\$1,322.48	\$20,827.52	\$1,845.83	\$1,845.83	\$523.35
Equipment	\$56,000.00	\$0.00	\$0.00	\$56,000.00	\$4,666.67	\$4,666.67	\$4,666.67
Supplies	\$125,055.00	\$2,462.28	\$2,462.28	\$122,592.72	\$10,421.25	\$10,421.25	\$7,958.97
Contractual	\$9,165.00	\$0.00	\$0.00	\$9,165.00	\$763.75	\$763.75	\$763.75
Facilities / Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other (4120)	\$23,488.00	\$0.00	\$0.00	\$23,488.00	\$1,957.33	\$1,957.33	\$1,957.33
Other (4122)	\$208,266.00	\$43,856.25	\$43,856.25	\$164,409.75	\$17,355.50	\$17,355.50	(\$26,500.75)
Total	\$1,965,432.00	\$246,173.38	\$246,173.38	\$1,719,258.62	\$163,786.00	\$163,786.00	(\$82,387.38)
T&TA	\$45,638.00	\$1,322.48	\$1,322.48	\$44,315.52	\$3,803.17	\$3,803.17	\$2,480.69
Total							
USDA Reimbursements through							
Estimated USDA Reimbursement for December 2019							\$12,080.63
							Resulting (over)/under with USDA
							<u>(\$70,306.75)</u>

* Total Over/Under without USDA

Accruals:

Actual year end payroll accrual \$10,500.00

Further Analysis	
Number of children	516
Number of classrooms	20

	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Monthly Budget</u>	<u>YTD Budget</u>	<u>(Over)/Under</u>
Per Classroom	\$98,271.60	\$12,308.67	\$12,308.67	\$8,189.30	\$8,189.30	(\$4,119.37)
Per Child	\$3,808.98	\$477.08	\$477.08	\$317.41	\$317.41	(\$159.67)

IN-KIND (Non-Federal Share)				
	<u>Needed</u>	<u>This month</u>	<u>Total</u>	<u>Still need</u>
	\$491,358.00	\$122,584.94	\$122,584.94	\$368,773.06

CSBG 2019

Financial Report for the month of January 2020

CSBG Current Program (December 2019 Expenditures)

% of contract	100%
% of money	99%

<u>Funding Source</u>	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Balance</u>	<u>Monthly Budget</u>	<u>YTD Budget</u>	<u>(Over)/Under</u>
<i>Community Services Block Grant (CSBG) 12 month program ending 12/31/2019</i>							
Personnel	\$269,836.00	34,759.61	\$212,316.81	\$57,519.19	\$22,486.33	\$269,836.00	\$57,519.19 Okay
Fringe Benefits	54,991.00	6,261.79	\$46,544.17	8,446.83	4,582.58	54,991.00	8,446.83 Okay
Travel*	9,715.00	3,580.77	\$17,274.80	(7,559.80)	809.58	9,715.00	(7,559.80) Over
Equipment	4,095.00	8,054.16	\$10,980.92	(6,885.92)	341.25	4,095.00	(6,885.92) Over
Supplies	7,850.00	2,024.96	\$11,915.47	(4,065.47)	654.17	7,850.00	(4,065.47) Over
Contractual	4,000.00	718.12	\$10,555.05	(6,555.05)	333.33	4,000.00	(6,555.05) Over
Other	81,205.00	25,680.66	\$118,282.81	(37,077.81)	6,767.08	81,205.00	(37,077.81) Over
Indirect Costs	0.00	0.00	\$0.00	0.00	0.00	0.00	0.00 Okay
Total	\$431,692.00	\$81,080.07	\$427,870.03	\$3,821.97	\$35,974.33	\$431,692.00	\$3,821.97 Okay

Financial Report for the month of January 2020

CEAP Current Program (December 2019 Expenditures)

% of contract	86%
% of money	65%

CEAP 2019

Comprehensive Energy Assistance Program (CEAP) 12 month program ending 02/29/2020

						<u>Contract Budget</u>			
						<u>Minimum</u>	<u>Maximum</u>		
Administration*	\$204,306.00	14,245.06	\$102,681.62	\$101,624.38	6%	\$14,593.29 min	\$114,060.54 max	\$11,378.92	Okay
Household Crisis**	1,144,419.00	7,784.23	\$231,757.13	912,661.87		149,417.71 min	1,144,419.00 max	912,661.87	Okay
Utility Assistance**	1,144,418.00	227,040.18	\$1,262,420.00	(118,002.00)		149,417.71 min	1,144,418.00 max	(118,002.00)	Over
Program Services	350,809.00	26,564.72	\$242,827.43	107,981.57	16%	25,057.79 min	138,960.36 max	(103,867.07)	Over
Training Travel	1,200.00	0.00	\$0.00	1,200.00		0.00 min	1,200.00 max	1,200.00	Okay
Total	\$2,845,152.00	\$275,634.19	\$1,839,686.18	\$1,005,465.82		\$338,486.50	\$2,543,057.91	\$703,371.73	Okay

*Cannot be over-budget by end of contract **Must be at least 10% of total expenditures

Compliance calculation used, Admin = 6.0% of total grant, Program Services = 6.25% of direct expenditures

Admin with Future Payments	5.3%	Program Services with Future Payments	13.3%
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Future Payments \$84,928.97

HEAD START NUTRITION PROGRAM

January 2020 Financial Report

For the month of December 2019

CACFP

	<u>Expenditures</u>	<u>Total To Date</u>
Operating Labor	\$ 5,113.83	20,023.09
Administrative Labor	687.47	3,116.20
Food	4,914.82	26,208.38
Supplies & Equipment	176.10	3,050.59
Purchased Services	-	0.00
Financial Costs	-	0.00
Media Costs	-	0.00
Operating Org Cost	-	150.00
Other	-	0.00
Total	<u>\$ 10,892.22</u>	<u>\$ 52,548.26</u>

TDHS REVENUE 12,080.63 44,275.39 (Income Starts October 2019)

Community Services of Northeast Texas, Inc.

Credit Usage Report

Board Report -January 2020

Capital One Credit Card

Purchases for November 2019		2,907.70
Payment due by 12/30/2019	Pd on 12/19/2019	<u>(2,907.70)</u>
Balance		-

Sam's Club

Purchases for October & November 2019		17.43
Payment due by 11/28/2019	Pd on 12/05/2019	<u>(17.43)</u>
Balance		-

Line of Credit

Program	CSBG A	VET Ser NOW	CEAP A	CSBG B
Highest December 2019 Balance	26,900.00	14,100.62	-	
Current balance	-	-	-	8,021.80
Exp pay off date				2/28/2020

In House Line of Credit

Program	CSBG B	CEAP B	VET Ser NOW	CSBG A	CSBG D	CEAP A
Highest December 2019 Balance	200.00	200.00	26,422.04	-	-	-
Current balance	-	-	26,422.08	-	-	-
Exp pay off date	1/31/2020	1/31/2020	???			

TEXANA BANK LOANS



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COMMUNITY COUNCIL OF CASS
Account Number ending in **7789**

Statement Closing Date 11/08/2019

Visit samsclub.com/credit or Call 1-800-203-5764

Payments must be received by 5pm ET on due date if mailed, or by 11:59pm ET on due date for online and phone payments.

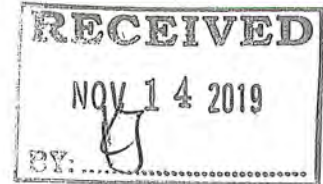
Account Summary

Previous Balance as of 10/09/2019	\$1,144.63
Payments	-1,190.19
Interest Charges	+17.43
New Balance as of 11/08/2019	-\$28.13

Credit Limit	\$5,500
Available Credit	\$5,500
Statement Closing Date	11/08/2019
Days in Billing Cycle	31

Payment Information

New Balance	-\$28.13
Total Minimum	
Payment Due	\$0.00
Payment Due Date	11/28/2019



Transaction Summary

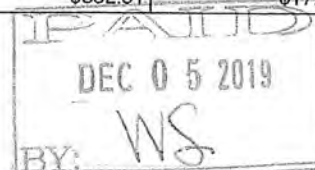
Tran	Date	Post	Transaction Reference #	Description	Amount
10/13	10/13		P9280009001TTERZ7	PAYMENT - THANK YOU	-\$148.62
11/03	11/03		P9280009L013LG04G	PAYMENT - THANK YOU	-\$1,041.57
11/08	11/08		*INTEREST CHARGE*	PURCHASES \$17.43	\$17.43

Please do not pay, your statement has a credit balance.

Interest Charge Calculation

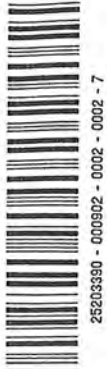
Your Annual Percentage Rate (APR) is the annual interest rate on your account. (v) = variable rate

Type of Balance	Expiration Date	Annual Percentage Rate	Balance Subject to Interest Rate	Interest Charge	Balance Method
Regular Purchases	N/A	24.65% (v)	\$832.61	\$17.43	2D



NOTICE: We may convert your payment into an electronic debit. See reverse side for details, Billing Rights and other important information.

MEMBER SERVICE: For Account Information log on to samsclub.com/credit. This account is registered. See your On-line Administrator to get a User ID & Password. Or call toll-free 1-800-203-5764.



ACCT. NUMBER: xxxx xxxx xxxx 7031			
CREDIT LIMIT	10,000.00	CASH ADVANCE BALANCE	.00
NEW BALANCE	2,907.70	MINIMUM PAYMENT DUE	2,907.70
AVAILABLE CREDIT	7,092.30	PAYMENT DUE DATE	12-30-19

FINANCE CHARGE SUMMARY				
	AVERAGE DAILY BALANCE	MONTHLY PERIODIC RATE	CORRESPONDING ANNUAL PERCENTAGE RATE	PERIODIC FINANCE CHARGE
PURCHASES	\$0.00	1.0200%	12.24%	\$0.00
CASH ADVANCES	\$0.00	1.4992%	17.99%	\$0.00
ANNUAL PERCENTAGE RATE*: 12.24%				
Periodic rates may vary				
Number of days in billing cycle: 30				
* Cash Advance Fees will cause the APR for Cash Advances & Checks to appear overstated.				

CORPORATE ACCOUNT ACTIVITY				
COMMUNITY SERVICES OF NORTHEAS xxxx-xxxx-xxxx- 7031				TOTAL CORPORATE ACTIVITY
				\$3,536.22 CR
Post Date	Trans Date	Reference Number	Transaction Description	Amount
11-25	11-25	75528029329116000910010	PAYMENT RECEIVED -- THANK YOU	3,536.22 PY

INDIVIDUAL CARDHOLDER ACTIVITY					
DAN LUCKY BOYD xxxx-xxxx-xxxx- 5341		CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
		\$16.25	\$2,923.95	\$0.00	\$2,907.70
Post Date	Trans Date	Reference Number	Transaction Description	Amount	
11-06	11-05	55429509309715048856551	ALLIANZ TRAVEL INS 8006285404 VA	34.54	
11-06	11-05	55429509309852349912450	PAYPAL ^PARTNERSHIP 4029357733 DC	495.00	
11-07	11-05	55310209310978000554269	AMERICAN 00123874163324 8004337300 TX BOYD/DAN DFW AA V CLT AA V SJU AA O DFW	531.40	
11-15	11-14	55310209318036139270943	THE FAIRMONT HOTEL DAL 3125658000 TX 13927094 ARRIVAL: 12-03-19	261.64	
11-25	11-22	55310209327708799359419	HOLIDAY INN SPRINGFIEL 4178658600 MO 11580024 ARRIVAL: 11-19-19	406.21	
11-25	11-22	55432869326200384051721	GAYLORD INN OPRYLAND F 866-435-7627 TN 019493 ARRIVAL: 11-18-19	597.58	
11-25	11-22	55432869326200384051739	GAYLORD INN OPRYLAND F 866-435-7627 TN 019492 ARRIVAL: 11-18-19	597.58	
11-27	11-26	0558745933000000020346	RBT HOLIDAY INN SPRING EASYSAVINGS NY	16.25 CR	

PAID
 DEC 19 2019
 BY: *KN*

CORPORATE ACCOUNT SUMMARY

CORPORATE ACCOUNT NUMBER
 XXXXXXXXXXXX **1007**

CLOSING DATE	12-05-19	PREVIOUS BALANCE	3,536.22
PAYMENT DUE DATE	12-30-19	PURCHASES AND OTHER CHARGES	2,923.95
CREDIT LIMIT	10,000	CASH ADVANCES	.00
AVAILABLE CREDIT		CREDITS	16.25
FOR CUSTOMER SERVICE CALL: 1-866-772-4497		PAYMENTS	3,536.22-
SEND BILLING INQUIRIES TO: CAP ONE COMMERCIAL MASTERCARD P.O. BOX 84012 COLUMBUS GA 31908-4012		LATE PAYMENT CHARGES	.00
		CASH ADVANCE FEE	.00
		FINANCE CHARGES	.00
		OVERLIMIT FEES	.00
		NEW BALANCE	2,907.70
		MINIMUM PAYMENT DUE	2,907.70
		DISPUTED AMOUNT	.00

Valley Services Debt Information

Balances as of December 15, 2019	213,805.88
Payments posted from December 15, 2019 thru January 15, 2020	(500.00)
Charges posted in December 15, 2019 thru January 15, 2020	-
Balances as of January 15, 2020	213,305.88
Net Decrease (Increase)	500.00

COMMUNITY SERVICES OF NORTHEAST TEXAS
Balance Sheet
As of 12/31/2019

SUPPLEMENTAL INSURANCE PAYABLE	(125.88)
EMPLOYEE PORTION HLTH INS PAYABLE	0.00
Employee Insurance Repayment	0.00
Short Term Disability Payable	(5.79)
Long Term Disability Payable	0.00
DENTAL INSURANCE PAYABLE	0.00
VISION INSURANCE PAYABLE	0.00
CAFETERIA PLAN PAYABLE	0.00
AUL CONTRIBUTIONS PAYABLE	0.00
LIFE/DISABILITY INSURANCE	0.00
COBRA PREMIUMS PAYABLE	0.00
RETIREMENT PAYABLE	0.00
GARNISHED WAGES PAYABLE	0.00
INSURANCE W/H	0.00
MISCELLANEOUS PAYABLE	0.00
PAYROLL LIABILITIES - AUDIT	0.00
ACCRUED LIABILITIES	0.00
NOTE PAYABLE	2,100.00
DEFERRED REVENUE	0.00
RECIPROCAL ADJUSTMENT - ACCT 2000	0.00
RECIPROCAL ADJUSTMENT - ACCOUNT 2007	0.00
ACCRUED INTEREST PAYABLE	0.00
ACCRUED PAYROLL	9,894.87
ACCRUED VACATION	54,637.47
CONTINGENT LIABILITY	0.00
CONTINGENCY WX-QUESTIONED COST	0.00
DUE TO OTHER FUNDS	0.00
DUE TO HEADSTART	0.00
DUE TO DHS MEALS	0.00
DUE TO CSBG	0.00
DUE TO FEMA	0.00
DUE TO DHS TRANSPORTATION	0.00
DUE TO LOCAL ADMIN	0.00
DUE TO STATE	6,196.78
NET ASSETS	566,677.83
NET ASSETS - EQUIPMENT	0.00
NET ASSETS - NON FEDERAL	0.00
NET ASSETS - SFSP	0.00
NET ASSETS - CHIPS	0.00
NET ASSETS - PROPERTY	0.00
PRIOR PERIOD ADJUSTMENTS	0.00
Excess Revenues over Expenditures	1,135,127.80
Total Liabilities and Net Assets	2,144,463.84

Check Register Ending the Month of December 2019

1040 - TEXANA
 ACCOUNTS
 PAYABLE
 DISBURSEMENT
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Check Number	Effective Date	Vendor Name	Check Amount	Description
63847	12/1/2019	ALPHA AUTO GLASS	(415.00)	VOID
64110	12/5/2019	ABBINGTON GLEN APARTMENTS	920.00	Client Assistance
64111	12/5/2019	ABERNATHY COMPANY	2,228.16	Cleaning Supplies
64112	12/5/2019	AEP-SWECO-EA	36,605.26	Client Assistance
64113	12/5/2019	AFLAC	1,875.20	Employee Insurance
64114	12/5/2019	ALLEN AUTOMOTIVE	630.00	Veh. Repairs
64115	12/5/2019	ALPHA AUTO GLASS	185.00	Veh. Repairs
64116	12/5/2019	ALPHA EAGLE AUTO GLASS	230.00	Veh. Repairs
64117	12/5/2019	AMIGO ENERGY	105.99	Client Assistance
64118	12/5/2019	ANGELA YOUNG	22.00	Veh. Registration
64119	12/5/2019	AT&T	326.42	Telephone
64120	12/5/2019	AT&T	98.88	Telephone
64121	12/5/2019	ATMOS ENERGY	1,476.05	Client Assistance
64122	12/5/2019	B & S TRUE VALUE HARDWARE	38.64	Repairs
64123	12/5/2019	BEBL PROPERTIES LLC	1,156.00	Client Assistance
64124	12/5/2019	BEN E KEITH CO	1,399.49	HS Meals
64125	12/5/2019	BLOOMBURG ISD	7,562.10	Contracted Teacher
64126	12/5/2019	BOWIE CASS	19,255.01	Client Assistance
64127	12/5/2019	BREANNA HALL	11.36	Reimbursement
64128	12/5/2019	CENTERPOINT ENERGY	3,147.43	Utility
64129	12/5/2019	CENTERPOINT ENERGY ENTEX	197.65	Client Assistance
64130	12/5/2019	CIRRO ENERGY	75.35	Client Assistance
64131	12/5/2019	CITY OF HUGHES SPRINGS	296.39	Utility
64132	12/5/2019	CITY OF JEFFERSON WATER	184.60	Utility
64133	12/5/2019	CITY OF LINDEN	340.20	Utility
64134	12/5/2019	CITY OF NEW BOSTON	316.43	Utility
64135	12/5/2019	CITY OF PITTSBURG	243.57	Utility
64136	12/5/2019	DEBERRY BUTANE COMPANY	557.39	Client Assistance
64137	12/5/2019	DIRECT ENERGY	387.49	Client Assistance
64138	12/5/2019	DISCOUNT WHEEL & TIRE #2	79.95	Veh. Repairs
64139	12/5/2019	EAST TEXAS PROPERTIES	410.00	Client Assistance
64140	12/5/2019	ENTRUST ENERGY	374.62	Client Assistance
64141	12/5/2019	EXCEL CHEVROLET LLC	162.02	Veh. Repairs
64142	12/5/2019	EXXONMOBIL	319.92	Fuel
64143	12/5/2019	FARMER ELECTRIC	1,483.29	Client Assistance
64144	12/5/2019	FERRELL GAS	984.42	Client Assistance
64145	12/5/2019	GARY LEWIS	1,616.00	Client Assistance
64146	12/5/2019	GEXA ENERGY	76.59	Client Assistance
64147	12/5/2019	GREEN MOUNTAIN ENERGY	266.94	Client Assistance
64148	12/5/2019	GUARDIAN	2,371.11	Employee Insurance
64149	12/5/2019	HALEY CLARK	40.58	Fingerprint Reimbursement
64150	12/5/2019	HEALTHCARE EXPRESS LLP	294.00	TB Test
64151	12/5/2019	HRI dba HUMANA WELLNESS	631.39	Employee Insurance
64152	12/5/2019	JEFFERSON AUTOMOTIVE SUPPLY	181.37	Supply
64153	12/5/2019	KAYE NELMS PETTY CASH CUSTODIAN	39.43	Petty Cash
64154	12/5/2019	KIMBERLY PARRISH	32.68	Mileage

Check Register Ending the Month of December 2019

1040 - TEXANA
 ACCOUNTS
 PAYABLE
 DISBURSEMENT
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Check Number	Effective Date	Vendor Name	Check Amount	Description
64155	12/5/2019	LAMAR CO-OP	94.33	Client Assistance
64156	12/5/2019	GLENN B LANIER CO	335.14	Veh. Repairs
64157	12/5/2019	LONE STAR LUBE	40.00	Veh. Repairs
64158	12/5/2019	MARC MOTE PROPERTIES	2,737.00	Client Assistance
64159	12/5/2019	MCADAMS PROPANE COMPANY	1,545.00	Client Assistance
64160	12/5/2019	MCI	62.60	Telephone
64161	12/5/2019	NORTH TEXAS TOLLWAY AUTHORITY	3.36	Toll Fees
64162	12/5/2019	OFFICE DEPOT	123.04	Supplies
64163	12/5/2019	PCM SALES INC	560.00	Supplies
64164	12/5/2019	POTT'S GAS	315.00	Client Assistance
64165	12/5/2019	PRYOR LEARNING SOLUTIONS	398.00	Registration
64166	12/5/2019	RANDI GEORGE	40.58	Fingerprint Reimbursement
64167	12/5/2019	RELIABLE ALARM SERVICE, LLC	30.00	Security Monitoring
64168	12/5/2019	REPUBLIC SERVICES #070	110.77	Utility
64169	12/5/2019	RODNEY TAYLOR	39.75	Fingerprint Reimbursement
64170	12/5/2019	S.W. ARKANSAS TELE. CO-OP	250.87	Telephone
64171	12/5/2019	SAM'S CLUB	17.53	Supplies
64172	12/5/2019	SARAH WILSON	35.94	Reimbursement
64173	12/5/2019	SHARON ANDERSON	40.58	Fingerprint Reimbursement
64174	12/5/2019	SMITH PROPERTIES	1,100.00	Client Assistance
64175	12/5/2019	SONITROL OF LONGVIEW	57.80	Utility
64176	12/5/2019	SOUTHWESTERN ELECTRIC POWER	1,788.49	Utility
64177	12/5/2019	STREAM	856.32	Client Assistance
64178	12/5/2019	SUDDENLINK	369.79	Utility
64179	12/5/2019	TEXARKANA COLLEGE	125.00	Client Assistance
64180	12/5/2019	TEXAS MUTUAL INS. CO.	3,983.02	Employee Insurance
64181	12/5/2019	THOMASON RENTALS	1,378.00	Client Assistance
64182	12/5/2019	TM & N	564.00	Client Assistance
64183	12/5/2019	TOMMY HOOPER PETTY CASH CUSTODIAN	84.85	Petty Cash
64184	12/5/2019	TOMMY KESSLER	1,254.00	Rent
64185	12/5/2019	TRICO LUMBER CO.	49.96	Supplies
64186	12/5/2019	TXU-ASSISTANCE GROUP	473.38	Client Assistance
64187	12/5/2019	UNITEDHEALTHCARE	619.34	Employee Insurance
64188	12/5/2019	UNIVERSITY OF CONNECTICUT	2,400.00	Registration
64189	12/5/2019	UPSHUR RURAL ELEC. CORP.	62.74	Client Assistance
64190	12/5/2019	VERNA HAWKINS	33.54	Mileage
64191	12/5/2019	WHITE PROPERTY RENTALS	982.00	Client Assistance
64192	12/5/2019	WINDSTREAM	782.86	Utility
64193	12/5/2019	WOOD CO. ELECTRIC COOP.	764.41	Client Assistance
64194	12/5/2019	WOODBRIIDGE APARTMENTS	950.00	Client Assistance
64195	12/11/2019	ADT SECURITY SERVICES	195.33	Security Monitoring
64197	12/11/2019	AEP-SWEP-EO	35,874.33	Client Assistance
64198	12/11/2019	AMBIT ENERGY	971.24	Client Assistance
64199	12/11/2019	AMIGO ENERGY	861.29	Client Assistance
64200	12/11/2019	ANGELA YOUNG	22.50	Veh. Registration
64201	12/11/2019	AT&T	506.58	Telephone

Check Register Ending the Month of December 2019

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Check Number	Effective Date	Vendor Name	Check Amount	Description
6420.	12/11/2019	AT&T	629.90	Telephone
64203	12/11/2019	ATLANTA UTILITIES	191.86	Client Assistance
64204	12/11/2019	ATMOS ENERGY	141.87	Client Assistance
64205	12/11/2019	BLOOMBURG WATER SUPPLY	57.30	Utility
64206	12/11/2019	BOWIE CASS	11,509.49	Client Assistance
64207	12/11/2019	CAMCO ELEVATOR INC	150.00	Monthly Service
64208	12/11/2019	CASTLE FAMILY DENTAL	1,851.00	Client Assistance
64209	12/11/2019	CENTERPOINT ENERGY	8,350.65	Client Assistance
64210	12/11/2019	CENTERPOINT ENERGY ENTEX	156.51	Utility
64211	12/11/2019	CIRRO ENERGY	817.32	Client Assistance
64212	12/11/2019	CITY OF DAINGERFIELD	110.31	Client Assistance
64213	12/11/2019	COMMUNITY ACTION PARTNERSHIP	1,020.00	Membership
64214	12/11/2019	COUNTRY PLACE COMMUNITY OFFICE	269.00	Client Assistance
64215	12/11/2019	DAN BOYD	396.00	Per Diem
64216	12/11/2019	DAN BOYD	500.00	Per Diem
64217	12/11/2019	DEBERRY PROPANE	225.00	Client Assistance
64218	12/11/2019	DELORES R RUSHING	550.00	Client Assistance
64219	12/11/2019	DIRECT ENERGY	1,830.02	Client Assistance
64220	12/11/2019	DOW CHRYSLER DODGE JEEP	19.00	Veh. Repairs
64221	12/11/2019	ETEX TELEPHONE CORP, INC.	2,874.15	Telephone
64222	12/11/2019	EXXONMOBIL	124.86	Fuel
64223	12/11/2019	FARMER ELECTRIC	2,792.04	Client Assistance
64224	12/11/2019	FERRELL GAS	1,088.95	Client Assistance
64225	12/11/2019	FIRMIN'S	90.00	Supplies
64226	12/11/2019	FIRST CHOICE POWER	2,107.24	Client Assistance
64227	12/11/2019	GEXA ENERGY	203.26	Client Assistance
64228	12/11/2019	GREEN MOUNTAIN ENERGY	1,328.87	Client Assistance
64229	12/11/2019	GREG'S MIRACLE MART	289.27	Fuel
64230	12/11/2019	HOGAN DENTAL CLINIC	3,095.00	Client Assistance
64231	12/11/2019	HOPE FIRE EXTINGUISHER SERVICE, INC/ KLEEN KING	28.95	Security Monitoring
64232	12/11/2019	JEFFERSON AUTOMOTIVE SUPPLY	13.76	Supplies
64233	12/11/2019	JENNIFER CAMPBELL	54.18	Mileage
64234	12/11/2019	JERRY BERRY PLUMBING	170.00	Bld. Repairs
64235	12/11/2019	JUST ENERGY	863.62	Client Assistance
64236	12/11/2019	KAREY PARKER	550.00	Client Assistance
64237	12/11/2019	KIM'S CONVENIENCE STORES	211.93	Fuel
64238	12/11/2019	LAMAR CO-OP	2,182.09	Client Assistance
64239	12/11/2019	LINDEN FUEL CENTER	1,107.43	Fuel
64240	12/11/2019	LKCISD	1,328.17	Rent
64241	12/11/2019	LOANCARE	1,000.00	Client Assistance
64242	12/11/2019	LOLA MCGEE	337.50	Mental Health
64243	12/11/2019	MCADAMS PROPANE COMPANY	690.00	Client Assistance
64244	12/11/2019	MCQUEEN PROPANE	460.00	Client Assistance
64245	12/11/2019	MOORE PEST CONTROL	80.00	Pest Control
64246	12/11/2019	NELSON PROPANE	720.00	Client Assistance
64247	12/11/2019	OFFICE DEPOT	787.17	Supplies

Check Register Ending the Month of December 2019

1040 - TEXANA
 ACCOUNTS
 PAYABLE
 DISBURSEMENT

Check Number	Effective Date	Vendor Name	Check Amount	Description
64248	12/11/2019	P C MALL	7,445.73	Supplies
64249	12/11/2019	PENSTAR POWER, L.L.C	175.13	Client Assistance
64250	12/11/2019	PITTSBURG CORNER EXPRESS	242.18	Fuel
64251	12/11/2019	RELIANT ENERGY	4,104.82	Client Assistance
64252	12/11/2019	RUSHING PEST CONTROL SERVICES	305.00	Pest Control
64253	12/11/2019	SOUTHWEST ARKANSAS ELECTRIC	431.33	Utilities
64254	12/11/2019	STAPLES BUSINESS CREDIT	2,053.97	Supplies
64255	12/11/2019	STREAM	728.19	Client Assistance
64256	12/11/2019	SUDDENLINK	191.63	Utilities
64257	12/11/2019	TALCO	345.60	Client Assistance
64258	12/11/2019	TEXANA CEAP A	62.74	Reimburse UA payment
64259	12/11/2019	TEXANA POSTAL ACCOUNT	204.70	Postage
64260	12/11/2019	TEXAS WATER UTILITIES	74.07	Client Assistance
64261	12/11/2019	THE PROPANE COMPANY	520.00	Client Assistance
64262	12/11/2019	TRICO LUMBER CO.	39.96	Supplies
64263	12/11/2019	TRIEAGLE ENERGY	248.43	Client Assistance
64264	12/11/2019	TXU-ASSISTANCE GROUP	13,252.68	Client Assistance
64265	12/11/2019	UPSHUR RURAL ELEC. CORP.	11,202.15	Client Assistance
64266	12/11/2019	VANCO SYSTEMS, INC.	922.64	Copier
64267	12/11/2019	WELCH PROPANE- MT. PLEASANT	806.73	Client Assistance
64268	12/11/2019	WOOD CO. ELECTRIC COOP.	431.27	Client Assistance
64269	12/11/2019	TXU-ASSISTANCE GROUP	129.77	Client Assistance
64270	12/19/2019	A2Z PROPERTY MANAGEMENT L.L.C.	560.00	Client Assistance
64271	12/19/2019	ABERNATHY COMPANY	1,016.32	Cleaning Supplies
64272	12/19/2019	ADT SECURITY SERVICES	150.93	Security Monitoring
64273	12/19/2019	AEP-SWEPSCO-EA	30,800.82	Client Assistance
64274	12/19/2019	AMBIT ENERGY	1,286.01	Client Assistance
64276	12/19/2019	AMIGO ENERGY	1,244.26	Client Assistance
64277	12/19/2019	ANCRT	250.00	Registration
64278	12/19/2019	AT&T	116.40	Telephone
64279	12/19/2019	ATLANTA INDEPENDENT SCHOOL DIST	933.80	HS Meals
64280	12/19/2019	ATLANTA ISD	700.00	Rent
64281	12/19/2019	ATMOS ENERGY	2,058.46	Client Assistance
64282	12/19/2019	BEN E KEITH CO	4,892.97	HS Meals
64283	12/19/2019	BOWIE CASS	21,571.59	Client Assistance
64284	12/19/2019	BRUCE ANDERSON	698.00	Client Assistance
64285	12/19/2019	CAMCO ELEVATOR INC	150.00	Monthly Services
64286	12/19/2019	CANDICE MENDEZ	34.40	Mileage
64287	12/19/2019	CAPITAL ONE N.A.	2,907.70	Travel
64288	12/19/2019	CARLIN JOHNSON	42.30	Mileage
64289	12/19/2019	CASTLE FAMILY DENTAL	326.00	Client Assistance
64290	12/19/2019	CECELIA HUFF	33.54	Mileage
64291	12/19/2019	CENTERPOINT ENERGY	2,317.22	Client Assistance
64292	12/19/2019	CENTERPOINT ENERGY ENTEX	254.95	Utility
64293	12/19/2019	CHAD CLEMENTS	612.00	Client Assistance
64294	12/19/2019	CIRRO ENERGY	1,845.06	Client Assistance

Check Register Ending the Month of December 2019

1040 - TEXANA
 ACCOUNTS
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Check Number	Effective Date	Vendor Name	Check Amount	Description
64295	12/19/2019	CITY OF NAPLES	850.00	Rent
64296	12/19/2019	CLEMENTS REALTY & CONSTRUCTION	1,402.00	Client Assistance
64297	12/19/2019	CRUMI'S IGA	64.14	Food/Supplies
64298	12/19/2019	DAINGERFIELD CHAMBER OF COMMERCE	225.00	Rent
64299	12/19/2019	DAN BOYD	96.50	Per Diem
64300	12/19/2019	DEBERRY BUTANE COMPANY	248.45	Client Assistance
64301	12/19/2019	DIRECT ENERGY	4,023.95	Client Assistance
64302	12/19/2019	DRANEKIA SAVAGE	206.40	Mileage
64303	12/19/2019	ENTRUST ENERGY	690.67	Client Assistance
64304	12/19/2019	EXXONMOBIL	120.42	Fuel
64305	12/19/2019	FARMER ELECTRIC	7,384.86	Client Assistance
64306	12/19/2019	FERRELL GAS	980.02	Client Assistance
64307	12/19/2019	FIRST BAPTIST CHURCH	150.00	Rent
64308	12/19/2019	FIRST CHOICE POWER	1,056.65	Client Assistance
64309	12/19/2019	FIRST INSURANCE FUNDING CORP.	8,185.57	Employee Insurance
64310	12/19/2019	G.L. FOSTER	375.00	Rent
64311	12/19/2019	GAS AND SUPPLY	372.68	Client Assistance
64312	12/19/2019	GEXA ENERGY	138.41	Client Assistance
64313	12/19/2019	GLENN B. LANIER	240.00	Rent
64314	12/19/2019	GREEN MOUNTAIN ENERGY	508.47	Client Assistance
64315	12/19/2019	HEALTHJOY LLC	1,134.00	Employee Insurance
64316	12/19/2019	HOPE FIRE EXTINGUISHER	1,013.85	Annual Maint.
64317	12/19/2019	HOUSING AUTHORITY OF TEXARKANA, TX	500.00	Rent
64318	12/19/2019	HUGHES SPRINGS ISD	800.00	Rent
64319	12/19/2019	JIMMIE RAY AYERS	800.00	Rent
64320	12/19/2019	JOHN RUTLEDGE	1,000.00	Client Assistance
64321	12/19/2019	JOSHUA KOLACKI	44.72	Mileage
64322	12/19/2019	JUST ENERGY	1,969.95	Client Assistance
64323	12/19/2019	KIRBY CERTIFIED SERVICE	368.96	Repairs
64324	12/19/2019	LAMAR CO-OP	481.37	Client Assistance
64325	12/19/2019	GLENN B LANIER CO	102.05	Veh. Repairs
64326	12/19/2019	LATOYA JONES	18.06	Mileage
64327	12/19/2019	MARC MOTE PROPERTIES	302.00	Client Assistance
64328	12/19/2019	MCADAMS PROPANE COMPANY	1,015.00	Client Assistance
64329	12/19/2019	NELSON PROPANE	960.00	Client Assistance
64330	12/19/2019	NORTH EAST TEXAS WORKFORCE DEVELOPMENT BOARD	329.00	Rent
64331	12/19/2019	OFFICE DEPOT	523.15	Supplies
64332	12/19/2019	PENSTAR POWER, LLC	439.98	Client Assistance
64333	12/19/2019	PHYNET, INC.	485.00	TB Test
64334	12/19/2019	R. MORGAN, LLC	950.00	Rent
64335	12/19/2019	RELIANT ENERGY	2,837.58	Client Assistance
64336	12/19/2019	RENE TITSWORTH	9.89	Mileage
64337	12/19/2019	SHAH SOFTWARE, INC.	15,450.00	Annual License
64338	12/19/2019	SOUTHWESTERN ELECTRIC POWER	1,622.95	Utility
64339	12/19/2019	SPORTS MAGIC	430.00	Employee Shirts
64340	12/19/2019	STREAM	862.29	Client Assistance

Check Register Ending the Month of December 2019

1040 - TEXANA
 ACCOUNTS
 PAYABLE
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Check Number	Effective Date	Vendor Name	Check Amount	Description
64341	12/19/2019	TALCO	240.00	Client Assistance
64342	12/19/2019	TEXANA LA	100.00	Reimbursement from East Texas Realty
64343	12/19/2019	TEXARKANA COLLEGE	827.00	Client Assistance
64344	12/19/2019	TEXARKANA INDEPENDENT SCHOOL DISTRICT	3,882.00	Rent
64345	12/19/2019	TEXARKANA ISD CATERING DEPT	3,827.20	HS Meals
64346	12/19/2019	TEXARKANA WATER UTILITIES	29.27	Client Assistance
64347	12/19/2019	TEXARKANA WATER UTILITIES	243.42	Client Assistance
64348	12/19/2019	TEXAS DEPARTMENT OF HOUSING & COMMUNITY AFFAIR	284.30	Reimbursement of CSBG
64349	12/19/2019	TEXAS WATER UTILITIES	199.56	Client Assistance
64350	12/19/2019	THE PROPANE COMPANY	540.00	Client Assistance
64351	12/19/2019	TITUS COUNTY CARES, INC.	425.00	Rent
64352	12/19/2019	TOSHIBA FINANCIAL SERVICES	1,269.20	Copier
64353	12/19/2019	TRICO LUMBER CO.	92.44	Supplies
64354	12/19/2019	TRIEAGLE ENERGY	390.67	Client Assistance
64355	12/19/2019	TURNER DAVID K	1,000.00	Rent
64356	12/19/2019	TXU-ASSISTANCE GROUP	12,619.80	Client Assistance
64357	12/19/2019	UNITED HEALTHCARE	57,982.70	Employee Insurance
64358	12/19/2019	UPSHUR RURAL ELEC. CORP.	24,269.08	Client Assistance
64359	12/19/2019	VERIZON WIRELESS	1,301.61	Telephone
64360	12/19/2019	WEST STREET HOME AND AUTO	85.97	Supplies
64361	12/19/2019	WINDSTREAM	452.93	Utility
64362	12/19/2019	WOOD CO. ELECTRIC COOP.	950.71	Client Assistance
64363	12/19/2019	XEROX CORPORATION	34.88	Printer
Total 1040 - TEXANA ACCOUNTS PAYABLE DISBURSEMENT			497,603.48	

1072 - TEXANA
 PAYROLL CASH
 ACCOUNT

Check Number	Effective Date	Vendor Name	Check Amount	Description
6513	12/2/2019	HALEY CLARK	612.76	Employee Paycheck
Total 1072 - TEXANA PAYROLL CASH ACCOUNT			612.76	
Report Total			498,216.24	

COMMUNITY SERVICES OF NORTHEAST TEXAS
Balance Sheet
As of 12/31/2019

Assets

CASH IN BANK CHECKING	0.00
HEAD START CHECKING	0.00
DHS MEALS CHECKING	0.00
CSBG/CEAP/WX CHECKING	0.00
WEATHERIZATION CHECKING	0.00
DISBURSEMENTS CHECKING	0.00
FEMA CHECKING	0.00
ETCOG CHECKING	0.00
OLD - CEAP CHECKING (Do Not Use)	0.00
CEAP CHECKING (Do Not Use)	0.00
PAYROLL CASH ACCOUNT	0.00
IP Grant Checking	0.00
HOUSING CHECKING	0.00
LOCAL ADMIN CHECKING	0.00
CASH DONATIONS - LINDEN	0.00
CSBG Checking	0.00
CEAP Checking	0.00
Upshur Rural Checking	0.00
TLC Checking	0.00
CSBG 2012 SP	0.00
JEFFERSON CHECKING	0.00
BECKVILLE SR. CHECKING	0.00
CARTHAGE SR. CHECKING	0.00
HALLSVILLE SR. CHECKING	0.00
MARSHALL SR. CHECKING	0.00
WESTEND CHECKING	0.00
PITTSBURG SR. CHECKING	0.00
WASKOM SR. CHECKING	0.00
NEWSOME SR. CHECKING	0.00
CEAP UB CASH ACCOUNT	0.00
SALVATION ARMY CHECKING	114.00
HIS ARRA CHECKING	0.00
CSBG ARRA CHECKING	0.00
CHILD CARE WELLNESS CHECKING	0.00
CSBG UB CHECKING	0.00
PARENT FUND CHECKING	0.00
CBA UNITED HEALTH	0.00
CBA CIGNA HEALTH SPRING	0.00
CSBG DISCRETIONARY	0.00
TEXANA ACCOUNTS PAYABLE DISBURSEMENT	16,850.33
NEW DISBURSEMENT CHECKING	0.00
TEXANA CSBG A CHECKING	273,967.71
TEXANA CSBG B CHECKING	200.00
TEXANA CSBG DISCRETIONARY CHECKING	1.00
TEXANA HEAD START CHECKING	77.03
TEXANA CEAP A CHECKING	3,010.69
TEXANA CEAP B CHECKING	200.00
TEXANA CBA UNITED HEALTH CARE CHECKING	0.00
TEXANA CBA CIGNA HEALTH SPRING CHECKING	0.00

COMMUNITY SERVICES OF NORTHEAST TEXAS

Balance Sheet

As of 12/31/2019

TEXANA UPSHUR RURAL CHECKING	16,602.45
TEXANA TLC CHECKING	2,721.72
TEXANA LOCAL ADMINISTRATIVE CHECKING	7,886.63
TEXANA PAYROLL CASH ACCOUNT	22,227.78
TEXANA CLIENT FUNDS FOR SSA BENEFITS	200.18
TEXANA TBRA CHECKING	7,985.47
TEXANA POSTAL ACCOUNT CHECKING	28.09
TEXANA VET SERVICES NOW	97.98
ACCOUNTS RECEIVABLE - AISD	0.00
ACCOUNTS RECEIVABLE - Employee Reimbursement	0.00
ACCOUNTS RECEIVABLE - LKISD	0.00
ACCOUNTS RECEIVABLE - BISD	0.00
ACCOUNTS RECEIVABLE	0.00
GRANT RECEIVABLE	263,412.71
GRANT RECEIVABLE-ATC	0.00
GRANT RECEIVABLE-TIT	0.00
EMPLOYEE ADVANCE	0.00
GRANTS RECEIVABLE - USDA	0.00
DUE FROM OTHER FUNDS	0.00
DUE FROM DHS MEALS	0.00
DUE FROM WEATHERIZATION	0.00
DUE FROM FEMA	0.00
DUE FROM ETCOG	0.00
DUE FROM CEAP	0.00
DUE FROM DHS TRANSPORTATION	0.00
DUE FROM HOUSING	0.00
DUE FROM LOCAL ADMIN	0.00
PROPERTY & EQUIPMENT	2,736,052.69
LAND	0.00
BUILDINGS	0.00
EQUIPMENT	0.00
ACCUMULATED DEPRECIATION	(1,218,398.53)
RENTAL HOME DEPOSITS	0.00
PREPAID RENT	9,608.50
Prepaid Expense	0.00
PREPAID WORKERS COMP	0.00
PREPAID INSURANCE	1,617.41
PREPAID MAINTENANCE	0.00
Total Assets	<u><u>2,144,463.84</u></u>

Liabilities and Net Assets

ACCOUNTS PAYABLE	0.00
ACCOUNTS PAYABLE-OLD BOX	0.00
ACCOUNTS PAYABLE - REALWORLD	0.00
ACCOUNTS PAYABLE - ACCR & ADJ	0.00
ACCOUNTS PAYABLE - VALLEY	0.00
GRANT PAYABLE	0.00
NEW ACCOUNTS PAYABLE	369,960.76
STATE UNEMPLOYMENT TAXES	0.00
Sales Tax Payable	0.00
WORKERS COMP PAYABLE	0.00

CSNT Head Start 2019-2020 Program Goals

Progress Report

Program Goal 1: Strengthen comprehensive Health Services for Head Start Children and their families.					
Year One Objective One Outcome: 78% of parents will obtain health requirements					
Fall Progress	78%	Winter Progress		Spring Progress	

Program Goal 2: Provide Comprehensive School Readiness.					
Year One Objective One Outcome: 60% of children will name upper and lowercase letters					
Fall Progress	40%	Winter Progress		Spring Progress	

Program Goal 2: Provide Comprehensive School Readiness.					
Year One Objective Two Outcome: 75% of children will sequence count to 50					
Fall Progress	46%	Winter Progress		Spring Progress	

Program Goal 2: Provide Comprehensive School Readiness.					
Year One Objective Three Outcome: .5% increase in CLASS Emotional Support (ES) and Classroom Organization (CO) and .2% increase in Instructional Support (IS)					
Fall Progress	NA	Winter Progress		Spring Progress	

Program Goal 3: Increase Parent Involvement in the Head Start Program.					
Year One Objective One Outcome: 35% of parents will be involved in their child's education					
Fall Progress	44%	Winter Progress		Spring Progress	

Justification
Detailed Monitoring Summary of Results
Grantee 06CH011282/01

Date	Description	
1/18/2020	CSNT Head Start has completed the 2020 Detailed Monitoring. The results are:	
	Area	Concerns
	Program Governance	None
	ERSEA	1 (10% Disability)
	Program Structure	None
	Early Childhood/CLASS	1 Documentation Not Completed 1 Safety Issue (Corrected on Site) 1 Cultural Diversity Implementation CLASS Scores (6 or 7)
	Additional Services	None
	Family & Community Engagement/Transition	1 Missing Documentation 1 Past Due Health Requirements
	Health Program Services	1 Past Due Health Requirements (Same as Above)
	Human Resources Management	1 Missing Documentation
	Program Management & QI	None
	Financial Requirements	None
	Administrative Requirements	None

Parent, Family, and Community Engagement Framework School Readiness Goals 2019-2020

1. Goal: Parents will ensure that all children are healthy.

Objective: 85% of all students will complete health requirements. **79%**

Action Steps:

1. 85% compliance of all EPTSD physical requirements. **77%**
2. 90% Compliance on initial physicals. **85%**
3. 85% Compliance on all six month dentals. **97%**
4. 85% compliance on lead and hemoglobin. **56%**

2. Goal: Parents will increase family engagement skills.

Objective: 80% of Parents will participate in Family Engagement Activities. **72%**

Action Steps:

1. 40% Parent Meeting Attendance **43.50%**
2. 75% participation in Literacy Program/Walk Across Texas. – **Later Date**
3. Parents needing a GED will receive information/resources to complete GED program. **100%**
4. 30% parent attendance at yearly budget training.- **Later Date**

3. Goal: Parents will be prepared for transition into Kindergarten.

Objective: 80% of all parents will complete activities with their child and on campus to ensure their child is ready to transition to ISD campus.

Action Steps:

1. 75% participation in Literacy Program – **Later Date**
2. 85% parent participation in Home Visits and Parent Teacher Conferences. **92%**
3. 80% completion of home activities.