



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

April 26, 2022 @ 12:00 Noon

Linden Community Center

301 East Houston, Linden Texas 75563

Rev. 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 Agenda 4/26/22

4. Approval of Minutes 3/22/22

5. Chairman's Comments and Recognitions

6. Training/Presentations

A. Vocational Apprenticeship Program-Shirley & Will Baker

B. 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 –No current report required

E. Nominating – No current report

F. By Laws- No current report

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) Head Start/EHS & PIR Reports..... (OS 5.9).....Berny Harris

2) County Services Report..... (OS 5.9).....Heather Humphries

3) Service & HS Transportation Reports..... (OS 5.9)Tommy Hooper

4) VSN Report..... (OS 5.9) Kelsey Nickleberry

5) Payee Report..... (OS 5.9) Lauren Bean

6) TBRA Report..... (OS 5.9)Lauren Bean

C. Discuss/Approve Resolution for Bank Account - TXHAF program

D. Discuss/Approve Recruiting and Hiring Operating Manual

E. Discuss/Approve School Calendars 2022-2023

1. Atlanta Head Start

2. Bloomburg Head Start

3. Daingerfield Head Start

4. Hughes Springs Head Start

5. Naples Head Start

6. Pittsburg Head Start

7. Texarkana Head Start

8. Hughes Springs Early Head Start

- F. Discuss/Approve** 2.28% COLA Grant #06CH011282/03 \$94,624 Early Head Start \$5,274 & Head Start \$89,350
- G. Discuss/Approve** Quality Funds Grant #06CH011282/03 \$25,472 Early Head Start \$1,272 & Head Start \$24,200
- H. Discuss/Approve** USDA/CACFP Contract

9. Staff Reports

- A. Financial-1.2.3.4.5.6.7.8.9.10..... (OS 8.7) Shelley Mitchell

10. Executive Director’s Report

11. Discussion Items

- A. CLASS Spring Data 2022
- B. Board interest in watching “War on Poverty” - May 23 or May 24, 2022 CSNT will cover expense.

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

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Community Services of Northeast Texas, Inc.
Board Meeting MINUTES
March 22, 2022 - 12:00 Noon
East Texas Enrichment Center
510 E Bonham, Jefferson, Texas 75657

Board Members Present

Ross Hyde, Chairman

Representing State Representative, Gary VanDeaver, Public Sector

Donna Early, Treasurer

Representing Cass County Judge Becky Wilbanks, Public Sector

Dr. Arcolia Jenkins, Vice Chairman

Representing Creating Opportunities in Marion County, Private Sector

Cecelia Huff, Secretary

Representing Bowie County, Poverty Sector

Jonathan Owen

Representing Linden-Kildare CISD, Private Sector

Jennifer Reynolds

Representing Morris County, Poverty Sector

John Baxter

Representing Texana Bank, Private Sector

Board Members Absent

Judge Leward Lafleur

Marion County Judge, Public Sector

Lee Elliott

Representing LEDC, Private Sector

Angela Thompson

Representing Bowie County, Poverty Sector

Judge Doug Reeder, Parliamentarian

Morris County Judge, Public Sector

CALL TO ORDER

Ross Hyde, Chairman, called the meeting to order at 12:32 p.m.
Quorum: established seven of 11 members present

MINUTES

Motion: Bro. John Baxter moved to approve the February 8, 2022 minutes.
Second: Donna Early, Treasurer
All in favor voted aye, none opposed, the motion carried unanimously

AGENDA

Motion: Dr. Arcolia Jenkins, Vice-Chair moved to approve the agenda.
Second: Cecelia Huff, Secretary
All in favor voted aye, none opposed, the motion carried unanimously

CHAIRMAN'S COMMENTS AND RECOGNITIONS

Rev. Ross Hyde informed the board he is relocating to Mt. Pleasant and will still be within Community Service of Northeast Texas' region, and will continue as Board Chair.

TRAINING / PRESENTATIONS

- A. Board Question – Berny Harris

COMMITTEE REPORTS

- A. Planning & Evaluation – No current report required
- B. Personnel – No Current report required
- B. Finance – No Current report required
- D. Executive – No current report required
- E. Nominating – No current report required
- F. By Laws – No current report required

No Committee Reports.

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

None

Action Items

- A. Discuss/Approve Audit** – Neil Phillips presented the 2021 audit to the board.
The Board formally receives and accepts the audit. O.S. 8.3 and 8.4
Motion: Donna Early, Treasurer
Second: Arcolia Jenkins, Vice-Chair
All in favor voted aye, none opposed, the motion carried unanimously.

B. Seat New Board Member(s)

None

C. Approve Consent Agenda

- 1) Head Start/EHS Reports/PIRs..... (OS 5.9).....Berny Harris
- 2) County Services Report.....(OS 5.9).....Heather Humphries
- 3) Service & Transportation Report..... (OS 5.9).....Tommy Hooper
- 4) VSN Report..... (OS 5.9)..... Kelsey Nickleberry
- 5) Payee Report (OS 5.9)..... Lauren Bean
- 6) TBRA Report.....(OS 5.9).....Lauren Bean

Motion: John Baxter moved to approve the Consent agenda.

Second: Donna Early, Treasurer

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

D. Discuss/Approve Succession Plan

Motion: Jennifer Reynolds

Second: John Baxter

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

E. Discuss/Approve Self-Assessment Results 2022

Motion: Cecelia Huff, Secretary

Second: Jennifer Reynolds

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

F. Discuss/Approve ERSEA Committee Action Items

- 1. Head Start Selection Criteria
- 2. Early Head Start Selection Criteria
- 3. Head Start Health History Form
- 4. Early Head Start Health History Form
- 5. Returning Student Form
- 6. Medical/Dental Home Form
- 7. Receipt of Handbook Form

Motion: Arcolia Jenkins, Vice-Chair

Second: J Cecelia Huff, Secretary

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

G. Discuss/Approve Updated Head Start Operating Manuals

- 1. Education Manual
- 2. Health Manual
- 3. Nutrition Manual

Motion: Bro. John Baxter
Second: Donna Early, Treasurer
All in favor voted aye, none opposed, the motion carried unanimously

STAFF REPORTS

- A. Financial Report – Prepared by Shelley Mitchell, CFO, presented by Dan Boyd, Executive Director and reviewed by all .
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

Dan stated he will be going to Virginia, leaving Thursday to meet with David Bradley Saturday.
Stated to board members who may have not heard his retirement target date is July 6, 2023.

DISCUSSION ITEMS

- A. Progress on Head Start Goals
1. Head Start Program Goals 2021-2022
 2. Parent, Family and Community Engagement 2020-2021
 3. School Readiness Performance Data
- B. CLASS Data Winter 2022
- C. Assessment Data Winter 2022
1. Circle Assessment Head Start
 2. Frog Street Assessment Early Head Start

AUDIENCE COMMENTS

None

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 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 to adjourn: Dr. Arcolia Jenkins, Vice-Chairman 1:49 pm
Second: Cecelia Huff, Secretary

Approved by: _____, on _____, 2022
(Board Secretary) (Date)

Board Minutes Organizational Standards Checklist:

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? X Yes No
Is there a finance expert on the board? X Yes No

Organizational Standard 1.1

Number of low-income persons participating: Three (3)

Is Policy Council represented? X Yes No

Is the Policy Council representative low-income? X Yes No

Were minutes submitted from advisory groups? Yes X No

Were minutes submitted from committee meetings? Yes X No

Were any of the following discussed during the meeting?

Recruitment documents Yes X No

Solicitation materials Yes X No

Final board membership list X Yes No

Did a low-income person participate in the development of services? X Yes 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 2.3

The organization communicates its activities and its results to the community. CSNT Annual Report published Date: September 29, 2021

Organizational Standard 3.5

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

Date 7.27.2021

Organizational Standard 4.4

The governing board receives an annual update on the success of specific strategies included in the Community Action plan. Date 10.26.2021

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 = Three (3) (must be at least 4) X NO

Total number of local elected officials = Four (4) (must be exactly 4) X Yes

Total number of members from major groups and interests in the community = Four (4) (must be the remainder) X Yes

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? X 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. X Yes No Date: 09.29.2021

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 3-22-2022

Organizational Standard 5.8

Governing board members have been provided with training on their duties and responsibilities within the past two years. X Yes No Date: 7.27.2021

Organizational Standard 5.9

The organization's governing board receives programmatic reports at each regular board meeting. X Jan X Feb X Mar X Apr X May X June X July X Aug X Sept X Oct X Nov X Dec

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. X Yes No Date: 09.29.2021

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: 09.29.21

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: 8.6.21

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: 10.26.19

Organizational Standard 7.4

Performance appraisal of Executive Director X Yes No Date: 7.27.2021

Organizational Standard 7.5

Reviews and approves Executive Director Salary X Yes No Date: 7.27.2021

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 (Human Resources keeps a spreadsheet)

Organizational Standard 7.9

The organization conducts or makes available staff development/training (including ROMA) on an ongoing basis. X Yes

<u>ROMA Training for 12 staff</u>	<u>Sept 05, 2019</u>
<u>What Children & Young People Say</u>	<u>April 20, 2020</u>
<u>Making Sense of Ourselves</u>	<u>April 23, 2020</u>
<u>Facilitating Group Discussions</u>	<u>April 24, 2020</u>
<u>Microbes-Friend or Foe</u>	<u>April 27, 2020</u>

Organizational Standard 8.1

The organization's annual audit (or audited financial statements) is completed by a Certified Public Accountant on time in accordance with Title 2 of the Code of Federal Regulations, Uniform Administrative Requirements, Cost Principles, and Audit Requirement (if applicable) and/or State audit. X Yes Date February 1-5, 2021

Organizational Standard 8.2

All findings from the prior year's annual audit have been assessed by the organization and addressed where the governing board has deemed it appropriate.

Yes Date NO FINDINGS

Organizational Standard 8.3

The organization's auditor presents the audit to the governing board via zoom.

X Yes Date March 22, 2022

Organizational Standard 8.4

The governing board formally receives and accepts the audit.

X Yes Date March 22, 2022

Organizational Standard 8.5

The organization has solicited bids for its audit within the past five (5) years.

X Yes Year 2021

Organizational Standard 8.6

The IRS Form 990 is completed annually and made available to the governing board for review. X Yes Date May 25, 2021

Organizational Standard 8.7

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.

X Jan	X April	X July	X October
X Feb	X May	X Aug	X November
X Mar	X June	X Sept	X December

CSNT Head Start Monthly Report

Program Year 03 2022 06CH011282/03

2022

Data Month **March**

CSNT HS Report
Revised 1/19/22

Head Start Attendance/Enrollment

Report Month	December	January	February	March	April	May	June	July	August	September	October	November
Funded Enrollment HS	465	465	465	465								
Over/Under Enrollment EHS	-10	-16	-21	-25								
% with Special Needs	6%	8%	9%	10%								
ADA Funded Enrolled* (465)	86%	80%	80%	82%								
Enrollment (acutal students)	89%	85%	86%	86%								
Present/ Absent	399/56	379/70	377/60	390/62								
* If below 85% (Why) -	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA

Non-Federal Share

Head Start	\$989,814		\$411,569	\$578,245	42% Needed		Grant Total	55.93% Received		\$586,722		
	December	January	February	March	April	May	June	July	August	September	October	November
\$	578,245	\$ 138,762	\$ 143,161	\$ 146,855	\$149,467							

Indirect Cost Pool Expenditures (including % Admin)

ICP	\$ 391,886		\$ 303,971	Grant Total	\$ 415,021		Expended	\$ 92,988				
*Grant should not be above 15%	December	January	February	March	April	May	June	July	August	September	October	November
HS Total 4%	\$ 16,125	\$ 21,947	\$ 25,668	\$ 24,175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$	87,915	\$ 16,125	\$ 21,947	\$ 25,668	\$ 24,175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Meals/Reimbursements

	December	January	February	March	April	May	June	July	August	September	October	November
\$ 39,706												
# of service days	13	16	18	22								
# of meals served	3,696	3,677	4,436	5,202								
CACFP Reimbursement	\$ 8,619	\$ 8,613	\$ 10,356	\$ 12,119								

Program Monitoring

	December	January	February	March	April	May	June	July	August	September	October	November
# Child Files Reviewed	152	46	46	466								
# Classrooms Observed	48	22	22	112								
Incomes Verified	10	6	8	4								
# Parents Interviewed	12	12	0	0								
# of Staff interviewed	5	14	17	10								
# Bus Routes Observed	0	0	0	0								
# Staff Files Reviewed	0	0	0	0								
# Community Contacts	63	50	43	134								
# of Findings	11	57	38	38								

Annual Self-Assessment Findings

Date:	Week of		3/3/2022	Completed	NA							
	December	January	February	March	April	May	June	July	August	September	October	November
# of findings	2	2	4	4								
# findings corrected	2	2	0	2								
# findings remaining	0	0	4	2								

Annual Detailed Monitoring Findings

	Week of		1/24/2022	Completed	NA							
	December	January	February	March	April	May	June	July	August	September	October	November
# of findings	7	7	7	7								
# findings corrected	7	2	2	4								
# findings remaining	0	5	5	3								

Program Updates

Campuses Preparing for End-of-Year
Enrolling for the 2022-2023 School Year

CSNT Early Head Start Monthly Report

Program Year 03 2022 06CH011282/03

2022

Data Month **March**

CSNT Early HS Report
Revised 1/19/22

Early Head Start Attendance/Enrollment

Report Month	December	January	February	March	April	May	June	July	August	September	October	November
Funded Enrollment EHS	16	16	16									
Over/Under Enrollment EHS	0	0	-2									
% with Special Needs	12.50%	12.50%	12.50%									
ADA Funded Enrolled* (16)	84%	64%	73%									
Enrollment (acutal students)	84%	73%	83%									
Present/ Absent	13/3	012/2	012/2									
* If below 85% (Why) -	COVID Cases	COVID/Flu-Like Cases	COVID/Flu-Like Cases									

Non-Federal Share

Early HS	December	January	February	March	April	May	June	July	August	September	October	November
\$ 8,477	\$ 2,165	\$ 2,054	\$ 2,165	\$ 2,093								

\$59,148 \$50,671 \$8,477 86% Needed Grant Total 55.93% Received \$586,722

Indirect Cost Pool Expenditures (including % Admin)

ICP	December	January	February	March	April	May	June	July	August	September	October	November
\$ 23,135 \$ 18,062	\$ 942	\$ 1,413	\$ 1,435	\$ 1,283								

Grant Total \$ 415,021 Expended \$ 92,988

Meals/Reimbursements

	December	January	February	March	April	May	June	July	August	September	October	November
\$ 4,716												
# of service days	13	16	18	17								
# of meals served	481	347	593	603								
CACFP Reimbursement	\$ 1,113	\$ 812	\$ 1,393	\$ 1,398								

Program Monitoring

	December	January	February	March	April	May	June	July	August	September	October	November
# Child Files Reviewed	10	27	16	8								
# Classrooms Observed	12	6	6	8								
Incomes Verified	0	0	0	0								
# Parents Interviewed	0	0	0	0								
# of Staff interviewed	2	0	0	0								
# Bus Routes Observed	0	0	0	0								
# Staff Files Reviewed	0	0	0	0								
# Community Contacts	8	3	5	3								
# of Findings/# Corrected	4	0	0	0								

Annual Self-Assessment Findings

	December	January	February	March	April	May	June	July	August	September	October	November
# of findings	2	2	4	4								
# findings corrected	2	2	0	2								
# findings remaining	0	0	4	2								

Date: Week of 3/3/2022 Completed NA

Annual Detailed Monitoring Findings

	December	January	February	March	April	May	June	July	August	September	October	November
# of findings	7	7	7	7								
# findings corrected	7	2	2	4								
# findings remaining	0	5	5	3								

Week of 1/24/2022 Completed NA

Program Updates

Campuses Preparing for End-of-Year
Enrolling for the 2022-2023 School Year

4/6/22
2:17 PM

9803 - HEAD START PIR Snapshot (Grid)

Total

Percentage

Report: Head Start PIR Snapshot (Grid)

PIR: Head Start 2021-2022

Section: a. Total Funded Enrollment

Number of enrollment slots that the program is funded to serve.

465

100%

Section: b. Funded Enrollment by Program Option

Center-Based

465

100%

Home-Based

0

0%

Combination

0

0%

Family Child Care

0

0%

Locally Designed

0

0%

Section: c. Detail - Center-based Funded Enrollment

Center-based Part Day (4 days per week)

0

0% of Center-based Total

Center-based Full Day (4 days per week > 6 Hours per Day)

0

0% of Center-based Total

Center-based Part Day (5 days per week)

465

100.00%

Center-based Full Day (5 days per week > 6 Hours per Day)

0

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.

510

100% of participants

Section: e. Participants By Age (Percentage of Cumulative Enrollment)

Two Years Old

2

0.39%

Three Years Old

235

46.08%

Four Years Old	273	53.53%
Five Years Old and Older	0	0.00%

Section: f. Homelessness Services (Percentage of Cumulative Enrollment)

Total Number of children experiencing homelessness that were served during the enrollment year	32	6.27%
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Section: g. Foster Care (Percentage of Cumulative Enrollment)

Total number of enrolled children who were in foster care at any point in the program year	16	3.14%
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Section: h. Prior Enrollment of Children (Percentage of Cumulative Enrollment)

Second Year	123	24.12%
Three (or more) Years	0	0.00%

Section: i. Ethnicity (Percentage of Cumulative Enrollment)

Hispanic or Latino Origin	73	14.31%
Non-Hispanic or Non-Latino Origin	437	85.69%

Section: j. Race (Percentage of Cumulative Enrollment)

American Indian or Alaska Native	2	0.39%
Asian	7	1.37%
Black or African American	265	51.96%
Native Hawaiian or Pacific Islander	0	0.00%
White	158	30.98%
Biracial or Multi-Racial	50	9.80%
Other Race	28	5.49%
Unspecified Race	0	0.00%

Section: k. Language (Percentage of Cumulative Enrollment)

English	480	94.12%
Spanish	26	5.10%
Central American, South American, or Mexican Languages	0	0.00%
Caribbean Languages	0	0.00%

Middle Eastern or South Asian Languages	1	0.20%
East Asian	3	0.59%
Native North American or Alaska Native Languages	0	0.00%
Pacific Island Languages	0	0.00%
European or Slavic Languages	0	0.00%
African Languages	0	0.00%
Other Languages	0	0.00%
Unspecified Language	0	0.00%

Section: l. Health Services (Percentage of Cumulative Enrollment)

Children With Health Insurance At Start of Enrollment	477	93.53%
Children With Health Insurance At End of Enrollment	326	63.92%
Children With A Medical Home At Start of Enrollment	459	90.00%
Children With A Medical Home At End of Enrollment	318	62.35%
Children With up-to-date Immunizations or all possible immunizations to date, or exempt at start of enrollment	481	94.31%
Children With up-to-date Immunizations or all possible immunizations to date, or exempt at end of enrollment	460	90.20%
Children with a dental home at start of enrollment	432	84.71%
Children with a dental home at end of enrollment	308	60.39%

Section: m. Disability Services (Percentage of Actual Enrollment)

Children with an Individualized Education Program (IEP), indicating they were determined eligible to receive special education and related services	44	9.91%
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Section: n. Family Services (Percentage of Total Families)

Total Number of Families	481	100.00%
Families Who Received at Least One Family Service	427	88.77%

Section: o. Specific Services (Percentage of Total Families)

Emergency or Crisis Intervention	49	10.19%
Housing Assistance	6	1.25%

Asset building services (Financial Education)	76	15.80%
Mental Health Services	16	3.33%
Substance Abuse Prevention	5	1.04%
Substance Abuse Treatment	3	0.62%
English as a Second Language (ESL) Training	7	1.46%
Assistance enrolling in Education or Job Training	46	9.56%
Research-Based Parenting Curriculum	273	56.76%
Involvement in their child's screening and assessment results and their child's progress	323	67.15%
Supporting transitions between programs (i.e., EHS to HS, HS to Kindergarten)	249	51.77%
Education on preventative medical and oral health	388	80.67%
Education on health and developmental consequences of tobacco product use	166	34.51%
Education on Nutrition	414	86.07%
Education on postpartum care (e.g. breastfeeding support)	4	0.83%
Education on relationship/marriage	4	0.83%
Assistance to Families of Incarcerated Individuals	6	1.25%

4/6/22
2:36 PM

9803 - EARLY HEAD START PIR Snapshot (Grid)

1 of 4

Total

Percentage

Report: Head Start PIR Snapshot (Grid)

PIR: Head Start 2021-2022

Section: a. Total Funded Enrollment

Number of enrollment slots that the program is funded to serve.

16

100%

Section: b. Funded Enrollment by Program Option

Center-Based

16

100%

Home-Based

0

0%

Combination

0

0%

Family Child Care

0

0%

Locally Designed

0

0%

Section: c. Detail - Center-based Funded Enrollment

Center-based Part Day (4 days per week)

0

0% of Center-based Total

Center-based Full Day (4 days per week > 6 Hours per Day)

0

0% of Center-based Total

Center-based Part Day (5 days per week)

16

100.00%

Center-based Full Day (5 days per week > 6 Hours per Day)

0

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.

20

100% of participants

Section: e. Participants By Age (Percentage of Cumulative Enrollment)

Under One Year

0

0.00%

One Year Old	10	50.00%
Two Years Old	10	50.00%
Three Years Old	0	0.00%

Section: f. Homelessness Services (Percentage of Cummlative Enrollment)

Total Number of children experiencing homelessness that were served during the enrollment year	2	10.00%
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Section: g. Foster Care (Percentage of Cummlative Enrollment)

Total number of enrolled children who were in foster care at any point in the program year	2	10.00%
--	---	--------

Section: h. Prior Enrollment of Children (Percentage of Cummlative Enrollment)

Second Year	11	55.00%
Three (or more) Years	0	0.00%

Section: i. Ethnicity (Percentage of Cummlative Enrollment)

Hispanic or Latino Origin	2	10.00%
Non-Hispanic or Non-Latino Origin	18	90.00%

Section: j. Race (Percentage of Cummlative Enrollment)

American Indian or Alaska Native	1	5.00%
Asian	0	0.00%
Black or African American	15	75.00%
Native Hawaiian or Pacific Islander	0	0.00%
White	2	10.00%
Biracial or Multi-Racial	1	5.00%
Other Race	1	5.00%
Unspecified Race	0	0.00%

Section: k. Language (Percentage of Cummlative Enrollment)

English	19	95.00%
Spanish	1	5.00%

Central American, South American, or Mexican Languages	0	0.00%
Caribbean Languages	0	0.00%
Middle Eastern or South Asian Languages	0	0.00%
East Asian	0	0.00%
Native North American or Alaska Native Languages	0	0.00%
Pacific Island Languages	0	0.00%
European or Slavic Languages	0	0.00%
African Languages	0	0.00%
Other Languages	0	0.00%
Unspecified Language	0	0.00%

Section: l. Health Services (Percentage of Cumulative Enrollment)

Children With Health Insurance At Start of Enrollment	18	90.00%
Children With Health Insurance At End of Enrollment	13	65.00%
Children With A Medical Home At Start of Enrollment	18	90.00%
Children With A Medical Home At End of Enrollment	11	55.00%
Children With up-to-date Immunizations or all possible immunizations to date, or exempt at start of enrollment	20	100.00%
Children With up-to-date Immunizations or all possible immunizations to date, or exempt at end of enrollment	11	55.00%
Children with a dental home at start of enrollment	16	80.00%
Children with a dental home at end of enrollment	9	45.00%

Section: m. Disability Services (Percentage of Actual Enrollment)

Children with an Individualized Education Program (IFSP), indicating they were determined eligible to receive special education and related services	2	12.50%
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Section: n. Family Services (Percentage of Total Families)

Total Number of Families	18	100.00%
Families Who Received at Least One Family Service	13	72.22%

Section: o. Specific Services (Percentage of Total Families)

Emergency or Crisis Intervention	0	0.00%
Housing Assistance	0	0.00%
Asset building services (Financial Education)	0	0.00%
Mental Health Services	0	0.00%
Substance Abuse Prevention	0	0.00%
Substance Abuse Treatment	0	0.00%
English as a Second Language (ESL) Training	0	0.00%
Assistance enrolling in Education or Job Training	0	0.00%
Research-Based Parenting Curriculum	6	33.33%
Involvement in their child's screening and assessment results and their child's progress	5	27.78%
Supporting transitions between programs (i.e., EHS to HS, HS to Kindergarten)	0	0.00%
Education on preventative medical and oral health	13	72.22%
Education on health and developmental consequences of tobacco product use	0	0.00%
Education on Nutrition	12	66.67%
Education on postpartum care (e.g. breastfeeding support)	0	0.00%
Education on relationship/marriage	0	0.00%
Assistance to Families of Incarcerated Individuals	0	0.00%

Direct services dollars for clients: CEAP Cares	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Number of individuals served	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Direct services for clients: Other grants & funding	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Number of individuals served	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Amount of donated dollars	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Number of individuals served with Donated Goods	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total dollars expended for this county	\$4,533.24	\$13,882.54	\$189,903.53	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$208,319.31
Number of persons served in this county	24	63	196	0	0	0	0	0	0	0	0	0	0	283
Rains County	January	February	March	April	May	June	July	August	September	October	November	December	YTD	
Direct services dollars for clients: CSBG Regular + TOPS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Number of individuals served	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Direct services dollars for clients: CSBG Cares	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
Number of individuals served	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Direct services dollars for clients: CEAP Regular	\$1,588.07	\$3,788.41	\$28,515.27	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,891.75
Number of individuals served	3	10	21	0	0	0	0	0	0	0	0	0	0	34
Direct services dollars for clients: CEAP Cares	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Number of individuals served	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Direct services for clients: Other grants & funding	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Number of individuals served	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Amount of donated dollars	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Number of individuals served with Donated Goods	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total dollars expended for this county	\$1,588.07	\$3,788.41	\$28,515.27	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,891.75
Number of persons served in this county	3	10	21	0	0	0	0	0	0	0	0	0	0	34
Red River County	January	February	March	April	May	June	July	August	September	October	November	December	YTD	
Direct services dollars for clients: CSBG Regular + TOPS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Number of individuals served	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Direct services dollars for clients: CSBG Cares	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
Number of individuals served	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Direct services dollars for clients: CEAP Regular	\$6,247.77	\$12,974.66	\$133,969.35	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$153,191.78
Number of individuals served	13	34	103	0	0	0	0	0	0	0	0	0	0	150
Direct services dollars for clients: CEAP Cares	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Number of individuals served	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Direct services for clients: Other grants & funding	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Number of individuals served	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Amount of donated dollars	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Number of individuals served with Donated Goods	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total dollars expended for this county	\$6,247.77	\$12,974.66	\$133,969.35	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$153,191.78
Number of persons served in this county	13	34	103	0	0	0	0	0	0	0	0	0	0	150
Titus County	January	February	March	April	May	June	July	August	September	October	November	December	YTD	
Direct services dollars for clients: CSBG Regular + TOPS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Number of individuals served	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Direct services dollars for clients: CSBG Cares	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
Number of individuals served	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Direct services dollars for clients: CEAP Regular	\$7,861.19	\$35,427.77	\$233,813.89	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$277,102.85
Number of individuals served	62	165	271	0	0	0	0	0	0	0	0	0	0	498
Direct services dollars for clients: CEAP Cares	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Number of individuals served	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Direct services for clients: Other grants & funding	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Number of individuals served	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Amount of donated dollars	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Number of individuals served with Donated Goods	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total dollars expended for this county	\$7,861.19	\$35,427.77	\$233,813.89	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$277,102.85
Number of persons served in this county	62	165	271	0	0	0	0	0	0	0	0	0	0	498
Total dollars expended for all counties	\$98,959.31	\$249,252.48	\$2,377,290.37	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,725,502.16
Number of persons served for all counties	544	1036	2478	0	0	0	0	0	0	0	0	0	0	4058

CSBG
TOP
CEAP
CARES
Other grants & funding
Donated Goods
VSN
Vet Taxi
TBRA

Community Service Block Grant
Transitioning Out of Poverty
Comprehensive Energy Assistance Program
Coronavirus Aid, Relief, and Economic Security
Upshur Rural, Salvation Army, & Temple
Domino Food Pantry, Local Pantry, Misc.
Vet Services Now
Veteran Rides
Tenant-Based Rental Assistance

Monthly Vehicle Cost Summary

Mar-22

By Program

	<u>Fuel</u>	<u>Repairs</u>	
TBRA	-	-	
CSBG	881.79	192.55	
CEAP	40.35	-	
VSN	728.01	-	
			<u>1,842.70</u>

By Location

	<u>Fuel</u>	<u>Repairs</u>	
Jefferson	639.51	27.90	
Linden	935.44	136.75	
Linden Shop	-	-	
Daingerfield	75.20	27.90	
	-	-	
			<u>1,842.70</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	228.30	27.90	256.20	Linden
882	102.98	49.56	152.54	Linden
883	-	-	-	Linden Shop
884	-	31.39	31.39	Linden
885	75.20	27.90	103.10	Daingerfield
886	639.51	27.90	667.41	Jefferson
887	316.90	27.90	344.80	Linden
838	287.26	-	287.26	Linden
			<u>1,842.70</u>	

Service Department Report

APRIL, 2022

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:

#DIV/0!

Transportation Costs:

	Children	Staff		Children	Staff
Vehicle Maintenance cost(Campus)		0.00	YTD =		
Vehicle Maintenance cost (Buses)	0	0	YTD =	0.00	
Vehicle Maintenance cost (Exec. Office)		0	YTD =		
Vehicle fuel cost (Gas Campus)	0	276.35	YTD =	0	577.99
Vehicle fuel cost (Exec. Office)		1142.17	YTD =		2618.21
Vehicle fuel cost (Diesel)		40	YTD =		
Vehicle insurance cost (Buses)	1106.58		YTD =	3319.74	
Vehicle driver cost buses	2454.62		YTD =	7363.86	
Total transportation cost:	3561.2	1458.52			
Total number transported:	0	27			

Payee Services Report

Month of: MARCH 2022

Number of beneficiaries:		8
Total Funds Received:	\$	6,590.00
Total Expenses Managed:	\$	7,213.96
MONTHLY total on hold for Beneficiaries:	\$	(623.96)
TOTAL on hold for Beneficiaries:	\$	1,658.64

Expenditures

Rent:	\$	2,282.30
Utilities:	\$	647.27
Food:	\$	-
Medical:	\$	-
Other:	\$	564.39
Transfer for beneficiary use:	\$	3,720.00
	\$	7,213.96

Total collected for FFS: \$ 384.00

Interest Earned: \$ 4.23

Prepared by:
Lauren Bean
4/21/2022

REPORT- Tenant Based Rental Assistance (TBRA)

Funded by the Texas Department of Housing and Community Affairs (TDHCA)

Contracts: COVID \$41,480.00
Reservation \$605,146.55

Counties in each region:		
<u>West Region</u>	<u>Central Region</u>	<u>East Region</u>
Delta	Camp	Bowie
Hopkins	Franklin	Cass
Lamar	Morris	Marion
Rains	Red River	
	Titus	

Report for March 2022

Number of Households currently receiving assistance: **15**
West 4
Central 1
East 10

This month, we paid out in assistance: **\$13,283.00**
West \$3,095.00
Central \$235.00
East \$9,953.00

Year to date, we have paid out in assistance for all contracts: **\$70,128.00**
West \$18,076.00
Central \$16,846.00
East \$35,206.00

Justification
Recruiting and Hiring Operating Manual
Head Start and Early Head Start Program

Date	Description
4/8/2022	CSNT Head Start is requesting approval of the Recruiting and Hiring Operating Manual for the Head Start and Early Head Start Program
<p>The Recruiting and Hiring Manual will describe the recruiting and hiring process along with who is responsible for each step of the process. This manual was developed due to changes in the recruiting and hiring processes brought on by the pandemic.</p>	



Recruiting and Hiring Staff

Standard Operating Procedures Manual

*Aligned with the 2016 Head Start
Program Performance Standards
(Standards 1302.90 – 1302.94)*

Revision 4/8/2022

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INTRODUCTION

The following policies and procedures are intended to provide an overview of the procedures used to recruit, interview, and hire new staff to the Head Start and Early Head Start Programs.

These procedures have been approved by the Governing Board and the Policy Council. All policies and procedures listed in this manual are to align with the Personnel Policies and Procedures adopted by the Agency and with the Head Start Performance Standards Subpart I – Human Resources Management.

OVERVIEW

These policies and procedures are to provide guidance on the steps implemented when recruiting and hiring new staff. There are times when some or none of these steps will be implemented as when staff are considered returning staff or when staff are transferring to another position within Head Start or Early Head Start.

BACKGROUND

CSNT has had to change some of the recruiting and hiring practices that have been established in the Agency for a long period due to the pandemic. The ways in which staff are recruited and hired has changed. Many of the face-to-face meetings and practices are now implemented virtually. The Agency has taken the practices that work best when recruiting and hiring new staff and created this operating manual.

Recruiting New Staff

1. The Human Resource Director will post open or new positions on Indeed as well as internally at each location within the program. The jobs will be posted immediately following a resignation, termination, or creation of a position.
2. The Program Manager may also work with partnership School Districts to post open and new Head Start/Early Head Start positions to partnership District websites as well as the Region VIII ESC. Only positions open at the District Head Start site would be posted on the District Website.
3. The Human Resource Director and/or other management staff will attend job fairs and other events within the service area to attract potential new hires to the Agency and the Program.

Application Process

1. The Human Resource Director will check Indeed for potential applicants. The information on potential applicants will be placed in a file in the Human Resource Director's Office.
2. When the open position closes, the Human Resource Director will

send all potential applicant information to the Head Start Program Manager.

3. The Head Start Program Manager will also look over the potential applicant's information along with the Lead Management Staff in that Content Area. They are looking for applicant qualifications that match the job posting.
4. If more information is needed from a potential applicant. The Head Start Program Manager will reach out to the applicant via email, Indeed Website, or by phone, and request the additional information that is needed.

Interview Process

1. The Human Resource Director will create an interview team that consists of a Content Area Expert, Supervisor for the open positions, and one other staff person that serves in a position at or above the open position. The Program Manager will assist the Human Resource Director with scheduling interviews if needed. Other members of the interview panel will be added as necessary. Most interview panels will consist of no more than three people. (No one will interview a potential new hire that will supervise them.) Best practices specify that interview panels consist of staff knowledgeable of the open position. The interview panel should also consist of management staff in a related job field as the open position, but always be in a management or supervisory position above the open position.
2. The Human Resource Director will schedule a virtual interview for potential applicants that meet the qualifications for the open position. The HS Program Manager will assist with scheduling the interviews, as needed.
3. One person on the interview panel will be selected to ask the questions. This person will state the position, location, and pay rate, if applicable, for the position before they begin asking the interview questions. Interview questions are asked from a pre-determined list based on the position. Each member of the interview panel scores the answers with a numerical rating from (1) to (5). One being the least possible and (5) being the highest possible score.
4. The Human Resource Director will total interview score sheets for each applicant. The applicant with the highest score will be the selected new hire unless there is information that would make another applicant a better fit for the position. This can happen when applicant scores are very close or when the same interview panel was unable to interview all of the candidates.

Background Check Process

1. The Human Resource Director will contact the selected applicant from the interview process to have them complete the required background check screens before being considered for the position (HSPPS 1302.90 (a-b)).
2. The Human Resource Director will assist the selected applicant in completing the background check screen through the Texas Department of Family and Protective Services. The Human Resource Director will assist them in completing the Agency background check screen.
3. If both background check screens clear, the applicant can be considered for the open position. Head Start standards require all potential new hires clear a state and FBI background check before being hired to a Head Start or Early Head Start position.

New Hire Orientation Process

1. All new hires must complete a physical examination and a drug screen prior to starting to work in their new position. The Human Resource Director will schedule the physical prior to starting the new hire orientation.
2. New hire orientation will be completed by all new staff. The Human Resource Director has the new hire complete required paper work.
3. The Human Resource Director will explain the personnel policies found in the personnel policy handbook. New hires can ask questions and discuss any or all of the policies.
4. The Human Resource Director or HS Program Manager will schedule the date and time for the new hire to meet with the Head Start Management Team. During this time, the new hire will receive training on the Head Start Program and the Head Start Program Performance Standards that guide the program.
5. New hires will spend three to five days with a mentor that is currently working in the same position as them. The Mentor will train the new hire on the day to day functions of the position. The mentor will document the areas where they mentored the new hire. They will list any additional training that is needed for the new hire. This paperwork is returned to the Program Manager.
6. The Program Manager schedules additional training for the new hire in their position.

2022-2023 Calendar



Atlanta Head Start



Student Days:

Full Day—7:30—3:00

Student Hours-1297.50

Staff Training/ Students out

- August 1 – 9
- Sept 26, Oct 31, Dec 22, Jan. 9, Feb. 18, May 26 & 30

Student & Staff Holidays

- Labor Day - Sept. 5
- Columbus Day - Oct. 10
- Thanksgiving - Nov. 21-25
- Christmas - Dec. 23-Jan. 6
- Martin Luther King - Jan. 16
- Winter Holiday—Feb. 16—20
- Spring Break - Mar. 20-24
- Good Friday - Apr. 7
- Memorial Day - May 29

Bad Weather Day

- March 21
- May 25

Early Release

- Dec. 21
- May 25

Staff Return August 1st

Campus Director:
Catherine Early

Family Services:
Alisha Oliver
Jennifer Lang
Sandy McNeil

Contact Number:
(903) 796-4118

August 2022 September 2022 October 2022

S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
	1	2	3	4	5	6					1	2	3							1
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29
														30	31					

November 2022 December 2022 January 2023

S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
		1	2	3	4	5					1	2	3	1	2	3	4	5	6	7
6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14
13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21
20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28
27	28	29	30				25	26	27	28	29	30	31	29	30	31				

February 2023 March 2023 April 2023

S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
			1	2	3	4				1	2	3	4							1
5	6	7	8	9	10	11	5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28					26	27	28	29	30	31		23	24	25	26	27	28	29
														30						

May 2023 June 2023 July 2023

S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
	1	2	3	4	5	6					1	2	3							1
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29
														30	31					

School Starts: August 10

School Ends: May 25

2022-2023 Calendar



Bloomberg Head Start



Student Days:
Full Day—7:30-3:00

Student Hours-1245

Staff Training/ Students out

- August 2-6
- Oct 11, Dec 15-16, Jan. 3 Feb. 20, Mar. 17, Apr. 7

Student & Staff Holidays

- Labor Day - Sept. 5
- Fall Break - Oct. 7&10
- Thanksgiving - Nov. 21-25
- Christmas - Dec. 16 -Jan. 2
- Martin Luther King- Jan. 16
- Winter Break—Feb. 6-10
- Spring Break - Mar. 20-24
- Good Friday - Apr. 7
- Memorial Day - May 5

**Staff Return
August 1st**

Campus Director:
Candie Harris

Family Services:
Candie Harris

Contact Number:
(903) 728-5880

August 2022							September 2022							October 2022						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
	1	2	3	4	5	6					1	2	3							1
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29
														30	31					
November 2022							December 2022							January 2023						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
		1	2	3	4	5					1	2	3							
6	7	8	9	10	11	12	4	5	6	7	8	9	10	1	2	3	4	5	6	7
13	14	15	16	17	18	19	11	12	13	14	15	16	17	8	9	10	11	12	13	14
20	21	22	23	24	25	26	18	19	20	21	22	23	24	15	16	17	18	19	20	21
27	28	29	30				25	26	27	28	29	30	31	22	23	24	25	26	27	28
														29	30	31				
February 2023							March 2023							April 2023						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
			1	2	3	4				1	2	3	4							1
5	6	7	8	9	10	11	5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28					26	27	28	29	30	31		23	24	25	26	27	28	29
														30						
May 2023							June 2023							July 2023						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
	1	2	3	4	5	6					1	2	3							1
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29
														30	31					

School Starts: August 8

School Ends: May 17

2022-2023 Calendar



Daingerfield Head Start



Student Days:
Full Day—7:30-3:00

Student Hours—1260

Staff Training/ Students out

- August 1-10
- Oct. 7
- Jan. 4
- Mar. 13

Student & Staff Holidays

- Labor Day - Sept. 5
- Fall Break - Oct. 10-11
- Thanksgiving - Nov. 21-25
- Christmas - Dec. 19-Jan. 2
- Martin Luther King- Jan. 16
- Winter Break - Feb. 13-17
- Spring Break - Apr. 3-10
- Memorial Day—May 29

Early Release Days

- Dec. 16
- May 26

**Staff Return
August 1st**

Campus Director:
MaRenda Traylor

Family Services:
MaRenda Traylor

Contact Number:
(903) 645-2901

August 2022							September 2022							October 2022						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
	1	2	3	4	5	6					1	2	3							1
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29
														30	31					
November 2022							December 2022							January 2023						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
		1	2	3	4	5					1	2	3	1	2	3	4	5	6	7
6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14
13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21
20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28
27	28	29	30				25	26	27	28	29	30	31	29	30	31				
February 2023							March 2023							April 2023						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
			1	2	3	4				1	2	3	4							1
5	6	7	8	9	10	11	5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28					26	27	28	29	30	31		23	24	25	26	27	28	29
														30						
May 2023							June 2023							July 2023						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
	1	2	3	4	5	6					1	2	3							1
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29
														30	31					

School Starts: August 11

School Ends: May 26

2022-2023 Calendar



Hughes Springs Head Start



Student Days:
Full Day—7:30-3:00

Student Hours - 1297.5

Staff Training/ Students out

- August 1-10
- Oct. 10
- Jan. 3 & 4

Student & Staff Holidays

- Labor Day - Sept. 5
- Thanksgiving - Nov. 21-25
- Christmas - Dec. 20-Jan. 4
- Martin Luther King- Jan. 17
- Winter Break - Feb 21—25
- Spring Break - Apr. 3 - 7
- Good Friday—April 15

Early Release Day

- Mar. 10
- May 19

**Staff Return
August 1st**

Campus Director:
Carlin Johnson

Family Services:
Samantha Moores
Bobbie Summers

Contact Number:
(903) 639-1914

August 2022							September 2022							October 2022						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
	1	2	3	4	5	6					1	2	3							1
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29
														30	31					
November 2022							December 2022							January 2023						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
		1	2	3	4	5					1	2	3							
6	7	8	9	10	11	12	4	5	6	7	8	9	10	1	2	3	4	5	6	7
13	14	15	16	17	18	19	11	12	13	14	15	16	17	8	9	10	11	12	13	14
20	21	22	23	24	25	26	18	19	20	21	22	23	24	15	16	17	18	19	20	21
27	28	29	30				25	26	27	28	29	30	31	22	23	24	25	26	27	28
														29	30	31				
February 2023							March 2023							April 2023						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
			1	2	3	4				1	2	3	4							1
5	6	7	8	9	10	11	5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28					26	27	28	29	30	31		23	24	25	26	27	28	29
														30						
May 2023							June 2023							July 2023						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
	1	2	3	4	5	6					1	2	3							1
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29
														30	31					

School Starts: August 11

School Ends: May 19

2022-2023 Calendar



Naples/Omaha Head Start



Student Days:
Full Day—7:30-3:00

Student Hours— 1245

Staff Training/ Students out

- August 1-5
- Oct. 7
- Feb. 10
- Apr. 21

Student & Staff Holidays

- Labor Day - Sept. 6
- Thanksgiving - Nov. 21-25
- Christmas - Dec. 21-Jan. 3
- Martin Luther King— Jan. 16
- Spring Break - Mar. 20-24
- Good Friday—April 7

Bad Weather Day

Early Release

- Nov. 18
- Dec. 20
- Mar. 17
- May 25

**Staff Return
August 1st**

Campus Director:
Felicia Williams

Family Services:
Felicia Williams

Contact Number:
(903) 897-0318

August 2022							September 2022							October 2022						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
	1	2	3	4	5	6					1	2	3							1
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29
														30	31					
November 2022							December 2022							January 2023						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
		1	2	3	4	5					1	2	3	1	2	3	4	5	6	7
6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14
13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21
20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28
27	28	29	30				25	26	27	28	29	30	31	29	30	31				
February 2023							March 2023							April 2023						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
			1	2	3	4				1	2	3	4							1
5	6	7	8	9	10	11	5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28					26	27	28	29	30	31		23	24	25	26	27	28	29
														30						
May 2023							June 2023							July 2023						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
	1	2	3	4	5	6					1	2	3							1
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29
														30	31					

School Starts: August 8

School Ends: May 25

2022-2023 Calendar



Pittsburg Head Start



Student Days:

Full Day—7:30—3:00

Student Hours—1282

Staff Training/ Students out

- August 1-10
- Oct. 17
- Mar 20

Student & Staff Holidays

- Labor Day - Sept. 5
- Fall Holiday - Sept. 30
- Thanksgiving - Nov. 21-25
- Christmas - Dec. 19-Jan. 2
- Martin Luther King— Jan. 16
- Spring Break - Mar 13-17
- Good Friday—April 7

Bad Weather Days

- Feb. 20
- April 10

Early Release Days

- Sept. 23
- Nov. 18
- Dec. 16
- March 10
- May 18

Staff Return August 1st

Campus Director:
Kaye Nelms

Family Services:
Claudia Salinas

Contact Number:
(903) 856-1245

August 2021							September 2021							October 2021						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
	1	2	3	4	5	6					1	2	3							1
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29
														30	31					
November 2021							December 2021							January 2022						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
		1	2	3	4	5					1	2	3							
6	7	8	9	10	11	12	4	5	6	7	8	9	10	1	2	3	4	5	6	7
13	14	15	16	17	18	19	11	12	13	14	15	16	17	8	9	10	11	12	13	14
20	21	22	23	24	25	26	18	19	20	21	22	23	24	15	16	17	18	19	20	21
27	28	29	30				25	26	27	28	29	30	31	22	23	24	25	26	27	28
														29	30	31				
February 2022							March 2022							April 2022						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
			1	2	3	4				1	2	3	4							1
5	6	7	8	9	10	11	5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28					26	27	28	29	30	31		23	24	25	26	27	28	29
														30						
May 2022							June 2022							July 2022						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
	1	2	3	4	5	6					1	2	3							1
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29
														30	31					

School Starts: August 11

School Ends: May 18

2022-2023 Calendar



Texarkana Head Start



Student Days:

Full Day—7:30—3:00

Student Hours—1290

Staff Training/ Students out

- August 1-16
- Oct. 11
- Jan. 2—3
- Feb. 17 & 21
- April 10

Student & Staff Holidays

- Labor Day - Sept. 5
- Columbus Day - Oct. 10
- Thanksgiving - Nov. 21-25
- Christmas - Dec. 19-Jan. 3
- Martin Luther King— Jan. 16
- President's Day—Feb. 20
- Spring Break - Mar 13 -17
- Good Friday—April 7

Early Release Days

- Sept. 29
- Dec. 15 -16
- May 25 - 26

Staff Return August 1st

Campus Director:
Debra Jackson

Family Services:
Cheaneita George
Quintessa Pierce
Ashley Sanders
Tina Holmes

Contact Number:
(903) 794-8112

August 2021							September 2021							October 2021						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
	1	2	3	4	5	6					1	2	3							1
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29
														30	31					
November 2021							December 2021							January 2022						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
		1	2	3	4	5					1	2	3	1	2	3	4	5	6	7
6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14
13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21
20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28
27	28	29	30				25	26	27	28	29	30	31	29	30	31				
February 2022							March 2022							April 2022						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
			1	2	3	4				1	2	3	4							1
5	6	7	8	9	10	11	5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28					26	27	28	29	30	31		23	24	25	26	27	28	29
														30						
May 2022							June 2022							July 2022						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
	1	2	3	4	5	6					1	2	3							1
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29
														30	31					

School Starts: August 17

School Ends: May 26

2022-2023 Calendar



Hughes Springs Early Head Start



Student Days:

Full Day—7:30-3:00

Student Hours - 1387.50

Staff Training/ Students out

- August 1-10
- Oct. 10
- Jan. 3 & 4

Student & Staff Holidays

- Labor Day - Sept. 5
- Thanksgiving - Nov. 21-25
- Christmas - Dec. 20-Jan. 4
- Martin Luther King- Jan. 17
- Winter Break - Feb 21—25
- Spring Break - Apr. 3 - 7
- Good Friday—April 15

Early Release Day

- Mar. 10
- May 19

Staff Return August 1st

Campus Director:
Carlin Johnson

Assistant Campus Director/
Family Services:
Rachel Moreno

Contact Number:
(903) 639-1914

August 2022							September 2022							October 2022						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
	1	2	3	4	5	6					1	2	3							1
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29
														30	31					
November 2022							December 2022							January 2023						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
		1	2	3	4	5					1	2	3							
6	7	8	9	10	11	12	4	5	6	7	8	9	10	1	2	3	4	5	6	7
13	14	15	16	17	18	19	11	12	13	14	15	16	17	8	9	10	11	12	13	14
20	21	22	23	24	25	26	18	19	20	21	22	23	24	15	16	17	18	19	20	21
27	28	29	30				25	26	27	28	29	30	31	22	23	24	25	26	27	28
														29	30	31				
February 2023							March 2023							April 2023						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
			1	2	3	4				1	2	3	4							1
5	6	7	8	9	10	11	5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28					26	27	28	29	30	31		23	24	25	26	27	28	29
														30						
May 2023							June 2023							July 2023						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
	1	2	3	4	5	6					1	2	3							1
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29
														30	31					

School Starts: August 11

School Ends: June 7

Justification
Head Start/Early Head Start
2.28% COLA Increase
Grantee 06CH011282/03

Date	Description
4/26/2022	<p>CSNT Head Start is requesting approval to submit a Supplemental Grant Application for Head Start COLA (\$89,350) & Early Head Start COLA (\$5,274)</p> <p>2.28% COLA Funding = \$94,624 \$9,462 – Indirect Cost Rate \$3,553 – (HS Personnel Line-item Open Positions)</p>

2.28% COLA Funding

Increase staff salaries 2.28% and increase the base rate for the following Job Titles:

Campus Director (Working on Degree) \$.50 per hour increase base rate - \$12.00 per hour

Campus Director (Associate’s Degree) \$1.50 per hour increase base rate - \$14.00 per hour

Cook - \$.50 per hour increase - \$9.50 per hour

Custodian - \$.50 per hour increase - \$9.50 per hour

Family Service Worker – average of \$.50 per hour increase all levels (make the base pay amounts \$11.00 to \$15.00 per hour)

Lead Teacher (CDA Credential/Working on Degree) \$.25 per hour increase \$11.00 per hour

* Increase Substitute pay \$1.50 per hour from \$8.00 to \$9.50 (This is not a part of COLA)

# of employees receiving 2.28% COLA	Estimated annual Increase to HS & EHS Personnel Budgets	Estimated Total Increase to Head Start Budget
74	HS \$80,415 EHS \$4,747	\$85,162

CSNT Head Start/Early Head Start is using some of the COLA funds to raise the base rates for 6 positions within the Head Start and Early Head Start Program. This will help the program recruit new staff and retain current staff.

The new base rate for CSNT Head Start/Early Head Start is \$9.50 per hour from \$9.25 per hour and the new base rate for Teaching Assistants is \$10.00 per hour from \$9.25 per hour.

**Justification
Head Start/Early Head Start
Quality Funds
Grantee 06CH011282/03**

Date	Description
4/26/2022	<p>CSNT Head Start is requesting approval to submit a Supplemental Grant Application for Head Start Quality Funds (\$24,200) & Early Head Start COLA (\$1,272)</p> <p>Quality Funding = \$25,472 \$2,547 – Indirect Cost Rate</p>

Quality Funding

Increase staff salaries for Positions that did not receive additional COLA to raise the base rate. Estimated average per employee \$382 annually. Adding the additional funds per year will help retain staff.

# of employees receiving Quality Funds	Estimated annual Increase to HS & EHS Personnel Budgets	Estimated Total Increase to Head Start/EHS Budgets
54	Head Start \$21,780/EHS \$1,145	\$22,950

These funds will help the Head Start Program retain staff and raise base rates. The Head Start/Early Head Start minimum base rate will rise from \$9.25 to \$9.50 per hour

Head Start

Financial Report for the month of April 2022

(March 2022 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 11-30-2022</i>							
Personnel	\$2,090,056.00	\$145,965.95	\$536,470.77	\$1,553,585.23	\$174,171.33	\$696,685.33	\$160,214.56
Fringe Benefits	\$512,064.00	\$40,364.25	\$153,183.91	\$358,880.09	\$42,672.00	\$170,688.00	\$17,504.09
Travel (4120)	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$833.33	\$3,333.33	\$3,333.33
Equipment	\$35,000.00	\$0.00	\$0.00	\$35,000.00	\$2,916.67	\$11,666.67	\$11,666.67
Supplies	\$174,635.00	\$7,268.64	\$29,906.66	\$144,728.34	\$14,552.92	\$58,211.67	\$28,305.01
Contractual	\$276,650.00	\$0.00	\$0.00	\$276,650.00	\$23,054.17	\$92,216.67	\$92,216.67
Facilities / Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other (4120)	\$30,381.00	\$2,324.00	\$5,732.93	\$24,648.07	\$2,531.75	\$10,127.00	\$4,394.07
Other (4122)	\$830,469.00	\$77,469.64	\$266,390.54	\$564,078.46	\$69,205.75	\$276,823.00	\$10,432.46
Total	\$3,959,255.00	\$273,392.48	\$991,684.81	\$2,967,570.19	\$329,937.92	\$1,319,751.67	\$328,066.86
T&TA	\$40,381.00	\$2,324.00	\$5,732.93	\$34,648.07	\$3,365.08	\$13,460.33	\$7,727.40
Total							
USDA Reimbursements through February 2022							\$27,587.09
Estimated USDA Reimbursement for March 2022							\$12,118.69
							<u>\$367,772.64</u>
							Resulting (over)/under with USDA

* Total Over/Under without USDA

Accruals: \$4.00
 Actual year end payroll accrual \$74,000.00

Further Analysis	
Number of children	465
Number of classrooms	26

	<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	\$152,279.04	\$10,515.10	\$38,141.72	\$12,689.92	\$50,759.68	\$12,617.96
Per Child	\$8,514.53	\$587.94	\$2,132.66	\$709.54	\$2,838.18	\$705.52

IN-KIND (Non-Federal Share)				
	<u>Needed</u>	<u>This month</u>	<u>Total</u>	<u>Still need</u>
	\$989,814.00	\$149,466.69	\$578,244.74	\$411,569.26

Head Start C5

Financial Report for the month of April 2022

(March 2022 Expenditures)

<u>Funding Source</u>	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Balance</u>
<i>program ending 03/31/2023</i>				
Supplies	\$59,327.00	\$147.05	\$60,737.16	(\$1,461.76)
Other	\$78,200.00	\$1,835.35	\$60,788.76	\$17,462.84
Total	\$137,527.00	\$1,982.40	\$121,525.92	\$16,001.08

Head Start C6

Financial Report for the month of April 2022

(March 2022 Expenditures)

<u>Funding Source</u>	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Balance</u>
<i>program ending 03/31/2023</i>				
Personnel	\$254,594.00	\$0.00	\$225,856.81	\$28,737.19
Supplies	\$111,556.00	\$560.88	\$560.88	\$110,995.12
Other	\$180,591.00	\$0.00	\$0.00	\$180,591.00
Total	\$546,741.00	\$560.88	\$226,417.69	\$320,323.31

Early Head Start

Financial Report for the month of April 2022

(March 2022 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 11-30-2022</i>							
Personnel	\$132,084.00	\$7,989.97	\$30,276.42	\$101,807.58	\$11,007.00	\$44,028.00	\$13,751.58
Fringe Benefits	\$32,361.00	\$4,126.60	\$16,304.07	\$16,056.93	\$2,696.75	\$10,787.00	(\$5,517.07)
Travel (4120)	\$2,190.00	\$0.00	\$0.00	\$2,190.00	\$182.50	\$730.00	\$730.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies	\$19,000.00	\$163.42	\$1,367.33	\$17,632.67	\$1,583.33	\$6,333.33	\$4,966.00
Contractual	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Facilities / Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other (4120)	\$3,067.00	\$0.00	\$1,562.87	\$1,504.13	\$255.58	\$1,022.33	(\$540.54)
Other (4122)	\$47,890.00	\$2,355.57	\$8,652.84	\$39,237.16	\$3,990.83	\$15,963.33	\$7,310.49
Total	\$236,592.00	\$14,635.56	\$58,163.53	\$178,428.47	\$19,716.00	\$78,864.00	\$20,700.47
T&TA	\$5,257.00	\$0.00	\$1,562.87	\$3,694.13	\$438.08	\$1,752.33	\$189.46
Total							
USDA Reimbursements through February 2022							\$3,318.39
Estimated USDA Reimbursement for March 2022							\$1,397.56
							<u>\$25,416.42</u>
							Resulting (over)/under with USDA

* Total Over/Under without USDA

Accruals:

Actual year end payroll accrual \$4,800.00

\$4.00

Further Analysis	
Number of children	16
Number of classrooms	2

	<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	\$118,296.00	\$7,317.78	\$29,081.77	\$9,858.00	\$39,432.00	\$10,350.24
Per Child	\$14,787.00	\$914.72	\$3,635.22	\$1,232.25	\$4,929.00	\$1,293.78

IN-KIND (Non-Federal Share)				
	<u>Needed</u>	<u>This month</u>	<u>Total</u>	<u>Still need</u>
	\$59,148.00	\$2,093.28	\$8,477.51	\$50,670.49

Early Head Start C5

Financial Report for the month of April 2022

(March 2022 Expenditures)

<u>Funding Source</u>	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Balance</u>
<i>program ending 03/31/2023</i>				
Supplies	\$2,239.00	\$13.92	\$799.33	\$1,439.67
Other	\$5,000.00	\$56.95	\$1,901.71	\$3,098.29
Total	\$7,239.00	\$70.87	\$2,701.04	\$4,537.96

Early Head Start C6

Financial Report for the month of April 2022

(March 2022 Expenditures)

<u>Funding Source</u>	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Balance</u>
<i>program ending 03/31/2023</i>				
Personnel	\$12,606.00	\$0.00	\$13,555.35	(\$949.35)
Supplies	\$6,761.00	\$0.00	\$0.00	\$6,761.00
Other	\$9,409.00	\$0.00	\$0.00	\$9,409.00
Total	\$28,776.00	\$0.00	\$13,555.35	\$15,220.65

HEAD START and EHS NUTRITION PROGRAM

April 2022 Financial Report

For the month of March 2022

CACFP

	<u>Expenditures</u>	<u>Total To Date</u>
Operating Labor	\$ 6,655.00	42,334.92
Administrative Labor	1,352.27	4,037.97
Food	9,040.99	51,210.04
Supplies & Equipment	1,782.99	6,354.15
Purchased Services	-	0.00
Financial Costs	-	0.00
Media Costs	-	0.00
Operating Org Cost	-	859.00
Other	-	0.00
Total	\$ 18,831.25	\$ 104,796.08

****Operating Labor includes C5 and C6 money****

TDHS REVENUE	13,516.25	72,494.07
	(Income Starts October 2021)	

CSBG 2022

Financial Report for the month of April 2022

CSBG Current Program (March 2022 Expenditures)

% of contract	25%
% of money	21%

Funding Source	Amount Funded	Expenditures	Total To Date	Balance	Monthly	YTD	(Over)/Under
					Budget	Budget	
<i>Community Services Block Grant (CSBG) 12 month program ending 12/31/2022</i>							
Personnel	\$177,211.05	17,458.84	\$28,546.80	\$148,664.25	\$14,767.59	\$44,302.76	\$15,755.96
Fringe Benefits	33,739.35	3,235.21	\$7,650.27	26,089.08	2,811.61	8,434.84	784.57
Travel*	8,150.50	72.00	\$1,339.12	6,811.38	679.21	2,037.63	698.51
Equipment	33,538.00	441.27	\$2,378.24	31,159.76	2,794.83	8,384.50	6,006.26
Supplies	11,353.96	25.92	\$1,572.47	9,781.49	946.16	2,838.49	1,266.02
Contractual	1,932.50	587.04	\$833.49	1,099.01	161.04	483.13	(350.37)
Other	124,626.94	16,813.68	\$46,744.70	77,882.24	10,385.58	31,156.74	(15,587.97)
Indirect Costs	43,394.70	0.00	\$0.00	43,394.70	3,616.23	10,848.68	10,848.68
Total	\$433,947.00	\$38,633.96	\$89,065.09	\$344,881.91	\$36,162.25	\$108,486.75	\$19,421.66

CEAP 2021

Financial Report for the month of April 2022

CEAP Current Program (March 2021 Expenditures)

% of contract	93%
% of money	101%

	Amount Funded	Expenditures	Total To Date	Balance		Contract Budget				
						Minimum	Maximum			
Administration*	\$223,654.00	178,183.01	\$283,512.06	(\$59,858.06)	9%	\$14,910.27	min	\$194,271.89	max	(\$89,240.17)
Household Crisis**	1,244,961.00	19,103.00	\$39,673.21	1,205,287.79		250,615.22	min	1,244,961.00	max	1,205,287.79
Utility Assistance**	1,244,961.00	1,702,848.75	\$2,466,478.97	(1,221,517.97)		250,615.22	min	1,244,961.00	max	(1,221,517.97)
Program Services	381,629.00	49,145.45	\$343,753.32	37,875.68	14%	25,441.93	min	227,992.44	max	(115,760.88)
Training Travel	2,500.00	0.00	\$0.00	2,500.00		0.00	min	2,500.00	max	2,500.00
Total	\$3,097,705.00	\$1,949,280.21	\$3,133,417.56	(\$35,712.56)		\$541,582.64		\$2,914,686.33		(\$218,731.23)

*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

9.0%

Program Services with Future Payments

Future Payments

\$0.00

0.120619199

CEAP ARP

Financial Report for the month of April 2022

CEAP Current Program (March Expenditures)

Amount Funded Expenditures Total To Date Balance

Comprehensive Energy Assistance Program American Rescue Plan(CEAP arp) 12 month program ending 09/30/2022

Administration*	\$257,468.00	0.00	\$4,583.98	\$252,884.02
Household Crisis**	1,116,375.00	2,989.37	\$15,300.48	1,101,074.52
Utility Assistance**	1,116,375.00	649,132.30	\$1,456,947.33	(340,572.33)
Program Services	342,213.00	278,319.15	\$348,072.92	(5,859.92)
Total	\$2,832,431.00	\$930,440.82	\$1,824,904.71	\$1,007,526.29

Future Payments \$905,486.50



Corporate Purchasing Cardmember Report

Sign-up For Online
Statements

www.americanexpress.com/gopaperless

Prepared For
DAN BOYD
CSNT INC

Account Number
XXXX-XXXX-XXXX

Closing Date
02/28/22

Page 1 of 2

Previous Balance \$	New Charges \$	Other Debits \$	Payments \$	Other Credits \$	Balance Due \$	Do Not Pay
23.07 CR	1,404.30	0.00	0.00	0.00	1,381.23	For important information regarding your account refer to page 2.

For your records only - do not pay.

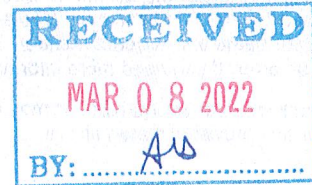
For assistance or questions about your account, contact us at www.americanexpress.com/checkyourbill or call Customer Service at 1-800-492-4920.

Activity

Date reflects either transaction or posting date

Card Number	Reference Code	Amount \$
XXXX-XXXX-XXXX 02/05/22 WESTIN AUSTIN DOMAIN AUSTIN TX FOL# 804672 WESTIN 02/05/22 ARRIVAL DATE DEPARTURE DATE 02/01/22 02/04/22 00 ROC NUMBER 804672	87720800600	702.15
XXXX-XXXX-XXXX 02/05/22 WESTIN AUSTIN DOMAIN AUSTIN TX FOL# 804673 WESTIN 02/05/22 ARRIVAL DATE DEPARTURE DATE 02/01/22 02/04/22 00 ROC NUMBER 804673	87720805200	702.15

Total for DAN BOYD	New Charges/Other Debits	1,404.30
	Payments/Other Credits	0.00



Do not staple or use paper clips

Payment Coupon

Account Number ~~XXXX-XXXX-XXXX~~ Enter 15 digit account number on all payments.

MB 01 000110 80987 E 1 B



DAN BOYD
CSNT INC
304 E HOUSTON BX 427
LINDEN TX 75563-5600

See reverse side for instructions on how to update your address, phone number, or email.

000110 1/1

000000772 R04L9MR1 05922

(000)

1040 - TEXANA
 ACCOUNTS
 PAYABLE
 DISBURSEMENT

Check Register for the Month of March 2022

Check Number	Effective Date	Vendor Name	Check Amount	Description
70000	3/24/2022	FARMER ELECTRIC	(6,369.63)	Client Assistance
71746	3/8/2022	LAMAR CO-OP	(2,820.34)	Client Assistance
72123	3/2/2022	AFLAC	1,536.64	Employee Insurance
72124	3/2/2022	AT&T	299.46	Telephone & Internet
72125	3/2/2022	AT&T	207.51	Telephone & Internet
72126	3/2/2022	BEN E KEITH CO	2,792.70	Head Start Groceries
72127	3/2/2022	BLUE CROSS BLUE SHIELD	43,860.05	Employee Insurance
72128	3/2/2022	BOBBY'S B&G AUTOMOTIVE INC.	394.86	Vehicle Repair
72129	3/2/2022	CENTERPOINT ENERGY ENTEX	257.15	Utility
72130	3/2/2022	CHAD D SUTTON	225.00	Lawn Care
72131	3/2/2022	CITY OF HUGHES SPRINGS	308.13	Utility
72132	3/2/2022	CITY OF JEFFERSON WATER .	141.77	Utility
72133	3/2/2022	CITY OF LINDEN	40.27	Utility
72134	3/2/2022	CITY OF LINDEN	142.14	Utility
72135	3/2/2022	CITY OF LINDEN	44.38	Utility
72136	3/2/2022	CITY OF LINDEN	44.38	Utility
72137	3/2/2022	CITY OF LINDEN	44.38	Utility
72138	3/2/2022	CONN AUTO SUPPLY	66.90	Building Supplies
72139	3/2/2022	HOPE FIRE EXTINGUISHER SERVICE	1,284.80	Fire Ext Service
72140	3/2/2022	LARRY WRIGHT	390.00	Client Assistance
72141	3/2/2022	MOUNT PLEASANT HOUSING AUTHORITY	284.00	Client Assistance
72142	3/2/2022	MOUNTAIN VALLEY OF TEXARKANA	104.00	Drinking Water
72143	3/2/2022	MY ALARM CENTER, LLC.	39.99	Alarm Service
72144	3/2/2022	OFFICE DEPOT	209.27	Office Supplies
72145	3/2/2022	PHILLIPS & SON REFRIG.	1,065.30	Equipment Repair
72146	3/2/2022	PRIMROSE HEALTH SOLUTIONS	615.00	Client Assistance
72147	3/2/2022	ROY PLATT, JR.	450.00	Client Assistance
72148	3/2/2022	RPM STAFFING PROFESSIONALS, INC.	2,742.75	Client Assistance
72149	3/2/2022	RUSHING PEST CONTROL SERVICES	500.00	Pest Control
72150	3/2/2022	SHERONDA PAYTON	39.75	Reimb Fingerprinting
72151	3/2/2022	SONITROL OF LONGVIEW	57.80	Alarm Service
72152	3/2/2022	SOUTHWESTERN ELECTRIC POWER	3,226.86	Utility
72153	3/2/2022	STAPLES CREDIT PLAN	1,888.90	Office Supplies
72154	3/2/2022	SUDDENLINK	363.78	Telephone & Internet
72155	3/2/2022	TAMARA COKER	25.00	Reimb Fingerprinting
72156	3/2/2022	TERI ARNOLD	300.00	Client Assistance
72157	3/2/2022	TEXARKANA WATER UTILITIES	29.22	Utility
72158	3/2/2022	TIFFANY STUDEBAKER	40.58	Reimb Fingerprinting
72159	3/2/2022	TOSHIBA FINANCIAL SERVICES	1,167.00	Copiers
72160	3/2/2022	TXU ENERGY	1,393.83	Client Assistance
72161	3/2/2022	WEST STREET HOME AND AUTO	66.99	Grounds Equip. Repair
72162	3/2/2022	WILLIAM MICHAEL BERRY	97.18	Building Repair
72163	3/2/2022	WINDSTREAM	402.92	Telephone & Internet
72164	3/9/2022	4 CHANGE ENERGY	924.66	Client Assistance
72165	3/9/2022	ABERNATHY COMPANY	190.80	Cleaning Supplies
72204	3/9/2022	AEP-SWEPKO-EA	82,429.17	Client Assistance
72205	3/9/2022	AMBIT ENERGY	1,646.26	Client Assistance
72206	3/9/2022	AMERICAN EXPRESS	1,404.30	Credit Card Fees
72207	3/9/2022	AMIGO ENERGY	328.30	Client Assistance
72208	3/9/2022	AP GAS & ELECTRIC (TX), LLC	14.57	Client Assistance
72209	3/9/2022	AT&T	84.94	Telephone & Internet
72210	3/9/2022	AT&T	652.90	Telephone & Internet
72216	3/9/2022	ATMOS ENERGY	7,991.64	Client Assistance
72217	3/9/2022	BARBARA LARRY, LPC	185.00	Counseling
72218	3/9/2022	BEN E KEITH CO	2,403.97	Head Start Groceries
72219	3/9/2022	BLOOMBURG WATER SUPPLY	58.72	Utility
72234	3/9/2022	BOWIE CASS	51,685.39	Client Assistance
72248	3/9/2022	CENTERPOINT ENERGY	18,020.01	Client Assistance
72249	3/9/2022	CENTERPOINT ENERGY ENTEX	319.51	Utility

1040 - TEXANA
 ACCOUNTS
 PAYABLE
 DISBURSEMENT

Check Register for the Month of March 2022

Check Number	Effective Date	Vendor Name	Check Amount	Description
72250	3/9/2022	CHAD CLEMENTS	206.00	Client Assistance
72251	3/9/2022	CHAMPION ENERGY SERVICES	50.97	Client Assistance
72252	3/9/2022	CIRRO ENERGY	1,281.26	Client Assistance
72253	3/9/2022	CITY OF LINDEN	142.50	Utility
72254	3/9/2022	CITY OF MOUNT PLEASANT	152.45	Utility
72255	3/9/2022	CITY OF NEW BOSTON	54.81	Utility
72256	3/9/2022	CITY OF PITTSBURG	242.40	Utility
72257	3/9/2022	CITY OF TEXARKANA TEXAS	75.00	Utility
72258	3/9/2022	CRUMP'S IGA	21.40	Groceries
72259	3/9/2022	DEBERRY BUTANE COMPANY	480.00	Client Assistance
72260	3/9/2022	DEBERRY PROPANE	225.00	Client Assistance
72262	3/9/2022	DIRECT ENERGY	2,657.70	Client Assistance
72265	3/9/2022	FARMER ELECTRIC	12,358.34	Client Assistance
72266	3/9/2022	FERRELL GAS	1,985.70	Client Assistance
72267	3/9/2022	GEXA ENERGY	809.51	Client Assistance
72268	3/9/2022	GREEN MOUNTAIN ENERGY	1,963.46	Client Assistance
72269	3/9/2022	GUARDIAN	8,416.24	Employee Insurance
72270	3/9/2022	HARLETON WATER SUPPLY CO.	64.59	Client Assistance
72271	3/9/2022	HEALTHJOY LLC	1,018.50	Employee Insurance
72272	3/9/2022	HOPE FIRE EXTINGUISHER SERVICE, INC/ KLEEN KING	28.95	Fire Ext Service
72273	3/9/2022	JUST ENERGY	2,021.41	Client Assistance
72274	3/9/2022	KALASHINE HOPKINS LLC	256.00	Client Assistance
72275	3/9/2022	KATHY STRINGFELLOW	325.00	Counseling
72276	3/9/2022	LAMAR CO-OP	779.87	Client Assistance
72277	3/9/2022	LINDEN FUEL CENTER	1,132.43	Fuel
72278	3/9/2022	MARC MOTE PROPERTIES	8,129.00	Client Assistance
72279	3/9/2022	MARGARETT JOHNSON	500.00	Client Assistance
72280	3/9/2022	MARIA B GUERRERO	235.00	Client Assistance
72281	3/9/2022	MCADAMS PROPANE COMPANY	273.00	Client Assistance
72282	3/9/2022	MCI	65.05	Long Distance Services
72283	3/9/2022	MCQUEEN PROPANE	1,010.00	Client Assistance
72284	3/9/2022	MOORE PEST CONTROL	200.00	Pest Control
72285	3/9/2022	NELSON PROPANE	1,058.60	Client Assistance
72286	3/9/2022	OFFICE DEPOT	1,174.19	Office Supplies
72287	3/9/2022	PITTSBURG CORNER EXPRESS	50.63	Fuel
72288	3/9/2022	PULSE POWER	81.83	Client Assistance
72289	3/9/2022	QUEEN CITY WATERWORKS	87.50	Client Assistance
72290	3/9/2022	RELIABLE LIFE INSURANCE	95.45	Client Assistance
72294	3/9/2022	RELIANT ENERGY	7,540.41	Client Assistance
72295	3/9/2022	REPUBLIC SERVICES #070	105.29	Utility
72296	3/9/2022	RHYTHM OPS, LLC	301.75	Client Assistance
72297	3/9/2022	RPM STAFFING PROFESSIONALS, INC.	5,295.75	Client Assistance
72298	3/9/2022	SOKHEM CHAN	393.00	Client Assistance
72299	3/9/2022	SOUTHWEST ARKANSAS TELEPHONE CO OP, INC.	242.82	Telephone & Internet
72300	3/9/2022	SOUTHWESTERN ELECTRIC POWER	1,558.00	Utility
72301	3/9/2022	SPARK ENERGY, LLC	519.66	Client Assistance
72302	3/9/2022	STAPLES BUSINESS CREDIT	2,146.16	Office Supplies
72303	3/9/2022	STREAM	3,058.02	Client Assistance
72304	3/9/2022	SUDDENLINK	36.58	Telephone & Internet
72305	3/9/2022	TALCO	665.00	Client Assistance
72306	3/9/2022	THE PROPANE COMPANY	615.00	Client Assistance
72307	3/9/2022	THE RESIDENCES ON STILLHOUSE ROAD	1,796.00	Client Assistance
72308	3/9/2022	THOMAS BLYTHE	120.00	Client Assistance
72309	3/9/2022	TRICO LUMBER CO.	37.94	Building Supplies
72310	3/9/2022	TRIEAGLE ENERGY	728.03	Client Assistance
72317	3/9/2022	TXU-ASSISTANCE GROUP	19,143.79	Client Assistance
72318	3/9/2022	U.S. POSTMASTER	48.00	Postage
72328	3/9/2022	UPSHUR RURAL ELEC. CORP.	26,468.71	Client Assistance
72329	3/9/2022	VANCO SYSTEMS, INC.	817.39	Copiers

1040 - TEXANA
 ACCOUNTS
 PAYABLE
 DISBURSEMENT

Check Register for the Month of March 2022

Check Number	Effective Date	Vendor Name	Check Amount	Description
72330	3/9/2022	WASTE MANAGEMENT	134.21	Utility
72331	3/9/2022	WAYNE KERBY	650.00	Client Assistance
72332	3/9/2022	WELCH PROPANE- MT. PLEASANT	289.00	Client Assistance
72333	3/9/2022	WESTERN CASS WATER SUPPLY	22.27	Client Assistance
72334	3/9/2022	WEX HEALTH, INC.	85.00	Employee Insurance
72335	3/9/2022	WOOD CO. ELECTRIC COOP.	1,080.54	Client Assistance
72336	3/9/2022	WOODBRIIDGE APARTMENTS	432.00	Client Assistance
72337	3/9/2022	SHAH SOFTWARE, INC.	3,250.00	Client Intake Supplies
72338	3/16/2022	4 CHANGE ENERGY	327.27	Client Assistance
72339	3/16/2022	ABILA	1,629.73	Software Support
72340	3/16/2022	ACE HARDWARE NEW BOSTON	15.99	Building Supplies
72341	3/16/2022	ADT SECURITY SERVICES	119.97	Security Systems
72342	3/16/2022	ADT SECURITY SERVICES	119.97	Security Systems
72347	3/16/2022	AEP-SWEPKO-EA	16,830.47	Client Assistance
72348	3/16/2022	AMBIT ENERGY	143.35	Client Assistance
72350	3/16/2022	ATMOS ENERGY	3,548.56	Client Assistance
72351	3/16/2022	BEN E KEITH CO	3,642.28	Head Start Groceries
72354	3/16/2022	BOWIE CASS	13,310.43	Client Assistance
72355	3/16/2022	CAMCO ELEVATOR INC	150.00	Inspection
72357	3/16/2022	CENTERPOINT ENERGY	2,055.03	Client Assistance
72358	3/16/2022	CENTERPOINT ENERGY ENTEX	283.64	Utility
72359	3/16/2022	CHRISTY WISKUS	84.28	Mileage Reimh
72360	3/16/2022	CITY OF DAINGERFIELD	371.47	Utility
72364	3/16/2022	CSNT ORG PAYEE	0.00	Client Assistance
72365	3/16/2022	DAINGERFIELD - LONE STAR ISD	301.50	HS Staff Meals
72366	3/16/2022	DIRECT ENERGY	705.99	Client Assistance
72367	3/16/2022	ETEX TELEPHONE CORP, INC.	5,755.65	Telephone & Internet
72368	3/16/2022	FARMER ELECTRIC	731.88	Client Assistance
72369	3/16/2022	FERRELL GAS	488.57	Client Assistance
72370	3/16/2022	GEXA ENERGY	747.83	Client Assistance
72371	3/16/2022	GREEN MOUNTAIN ENERGY	49.46	Client Assistance
72372	3/16/2022	GREG'S MIRACLE MART	247.61	Fuel
72373	3/16/2022	GUIDEONE INSURANCE	8,639.64	Employee Insurance
72374	3/16/2022	JUST ENERGY	256.12	Client Assistance
72376	3/16/2022	LAMAR CO-OP	3,161.01	Client Assistance
72377	3/16/2022	LATARIA FRAZIER	40.58	Fingerprinting Reimb
72378	3/16/2022	MCQUEEN PROPANE	310.00	Client Assistance
72379	3/16/2022	MELODY HOUSE	497.00	HS Field Trip
72380	3/16/2022	MOUNT PLEASANT HOUSING AUTHOURITY	383.30	Client Assistance
72381	3/16/2022	OFFICE DEPOT	848.25	Office Supplies
72382	3/16/2022	PULSE POWER	115.03	Client Assistance
72383	3/16/2022	RELIANT ENERGY	2,848.89	Client Assistance
72384	3/16/2022	SOUTHWESTERN ELECTRIC POWER	292.06	Utility
72385	3/16/2022	SUDDENLINK	214.46	Telephone & Internet
72386	3/16/2022	TOMBELL CORPORATION	908.87	Client Assistance
72387	3/16/2022	TOSHIBA FINANCIAL SERVICES	537.99	Copiers
72388	3/16/2022	TRICO LUMBER CO.	130.75	Building Supplies
72390	3/16/2022	TXU-ASSISTANCE GROUP	5,021.10	Client Assistance
72391	3/16/2022	UPSHUR RURAL ELEC. CORP.	3,544.38	Client Assistance
72392	3/16/2022	WELCH PROPANE- MT. PLEASANT	215.88	Client Assistance
72393	3/16/2022	WILLIAM MICHAEL BERRY	522.43	Building Repair
72394	3/16/2022	WINDSTREAM	233.26	Telephone & Internet
72395	3/16/2022	WOOD CO. ELECTRIC COOP.	1,352.78	Client Assistance
72396	3/16/2022	XEROX CORPORATION	832.55	Copiers
72397	3/22/2022	AREA WIDE PROPERTIES	1,400.00	Rent
72398	3/22/2022	AT&T	98.01	Telephone & Internet
72399	3/22/2022	AT&T	168.33	Telephone & Internet
72400	3/22/2022	ATLANTA ISD	700.00	Rent
72401	3/22/2022	BEN E KEITH CO	1,188.43	Head Start Groceries

1040 - TEXANA
 ACCOUNTS
 PAYABLE
 DISBURSEMENT

Check Register for the Month of March 2022

Check Number	Effective Date	Vendor Name	Check Amount	Description
72402	3/22/2022	CANDIE HARRIS PETTY CASH CUSTODIAN	47.83	Petty Cash Reimb
72403	3/22/2022	CENTERPOINT ENERGY ENTEX	86.55	Utility
72404	3/22/2022	CRUMP'S IGA	17.94	Groceries
72405	3/22/2022	FIRST BAPTIST CHURCH	150.00	Rent
72406	3/22/2022	GLENN B. LANIER	240.00	Rent
72407	3/22/2022	HOUSING AUTHORITY OF TEXARKANA, TX	500.00	Rent
72408	3/22/2022	HUGHES SPRINGS ISD	800.00	Rent
72409	3/22/2022	JIMMIE RAY AYERS	800.00	Rent
72410	3/22/2022	LKCISD	95.00	Business Ads
72411	3/22/2022	NEW BOSTON SERVICE CO LLC	122.50	Building Repairs
72412	3/22/2022	R. MORGAN, LLC	950.00	Rent
72413	3/22/2022	SOUTHWESTERN ELECTRIC POWER	1,070.05	Utility
72414	3/22/2022	TEXARKANA INDEPENDENT SCHOOL DISTRICT	3,882.00	Rent
72415	3/22/2022	TEXARKANA WATER UTILITIES	32.15	Utility
72416	3/22/2022	TURNER DAVID K	1,000.00	Rent
72417	3/22/2022	TXU ENERGY	1,254.13	Client Assistance
72418	3/22/2022	VERIZON WIRELESS	3,608.24	Cell Phones
72419	3/22/2022	WILLIAMS CHAPEL BAPTIST CHURCH	900.00	Rent
72422	3/24/2022	FARMER ELECTRIC	6,369.63	Client Assistance
72423	3/29/2022	4IMPRINT	149.50	CSNT Advertismnt
72424	3/29/2022	ABERNATHY COMPANY	346.40	Cleaning Supplies
72425	3/29/2022	AEP-SWEPKO-EA	473.20	Client Assistance
72426	3/29/2022	AFLAC	1,536.64	Employee Insurance
72427	3/29/2022	AT&T	299.46	Telephone & Internet
72428	3/29/2022	AT&T	207.51	Telephone & Internet
72429	3/29/2022	BEN E KEITH CO	3,086.95	Head Start Groceries
72430	3/29/2022	BOBBY'S B&G AUTOMOTIVE INC.	563.48	Vehicle Repair
72431	3/29/2022	BULK BOOKSTORE	635.00	Classroom Supplies
72432	3/29/2022	CENTERPOINT ENERGY ENTEX	234.69	Utility
72433	3/29/2022	CHAD D SUTTON	950.00	Client Assistance
72437	3/29/2022	CSNT ORG PAYEE	2,166.00	Client Assistance
72438	3/29/2022	DAN BOYD	288.00	Per Diem
72439	3/29/2022	GIVE CLEAN TEXAS LLC	2,590.00	Building Cleaning
72440	3/29/2022	HRI dba HUMANA WELLNESS	685.96	Employee Insurance
72441	3/29/2022	IRBY'S	175.80	Building Repair
72442	3/29/2022	JARRED GILMORE & PHILLIPS, PA	7,400.00	Audit
72443	3/29/2022	JULIA RUSSELL	50.00	Fuel Reimb
72444	3/29/2022	KIM'S CONVENIENCE STORES	25.00	Fuel
72445	3/29/2022	LONGVIEW NEWS JOURNAL	1,417.84	Ads
72446	3/29/2022	MOORE PEST CONTROL	50.00	Pest Control
72447	3/29/2022	MOUNTAIN VALLEY OF TEXARKANA	120.00	Drinking Water
72448	3/29/2022	OFFICE DEPOT	49.26	Office Supplies
72449	3/29/2022	POSITIVE PROMOTIONS, INC.	1,919.86	Classroom Supplies
72450	3/29/2022	QUEEN CITY WATERWORKS	106.00	Client Assistance
72451	3/29/2022	RPM STAFFING PROFESSIONALS, INC.	2,628.90	Client Assistance
72452	3/29/2022	RUSHING PEST CONTROL SERVICES	455.00	Pest Control
72453	3/29/2022	SOUTHWESTERN ELECTRIC POWER	4,005.27	Utility
72454	3/29/2022	STAPLES CREDIT PLAN	352.96	Office Supplies
72455	3/29/2022	SUDDENLINK	180.36	Telephone & Internet
72456	3/29/2022	THE MARSHALL NEWS MESSENGER	869.72	Ads
72457	3/29/2022	TRICO LUMBER CO.	55.32	Building Supplies
72458	3/29/2022	WHISPERING WOODS RV & MHP	1,335.00	Client Assistance
72459	3/29/2022	WINDSTREAM	638.79	Telephone & Internet
Total 1040 - TEXANA ACCOUNTS PAYABLE DISBURSEMENT			497,726.79	
Report Total			497,726.79	

COMMUNITY SERVICES OF NORTHEAST TEXAS

Balance Sheet
As of 4/19/2022

Current 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	1,722.90
HS 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	(2,505,597.72)
NEW DISBURSEMENT CHECKING	0.00
TEXANA CSBG A CHECKING	162.42
TEXANA CSBG B CHECKING	8,506.99
TEXANA CSBG DISCRETIONARY CHECKING	6,940.70
TEXANA HEAD START CHECKING	7,051.78
TEXANA CEAP A CHECKING	1,508,466.67
TEXANA CEAP B CHECKING	5,853.13
TEXANA CBA UNITED HEALTH CARE CHECKING	0.00

COMMUNITY SERVICES OF NORTHEAST TEXAS

Balance Sheet
As of 4/19/2022

TEXANA CBA CIGNA HEALTH SPRING CHECKING	0.00
TEXANA UPSHUR RURAL CHECKING	29,223.04
TEXANA TLC CHECKING	5,960.91
TEXANA LOCAL ADMINISTRATIVE CHECKING	74,033.33
TEXANA PAYROLL CASH ACCOUNT	0.00
TEXANA CLIENT FUNDS FOR SSA BENEFITS	(5,533.36)
TEXANA TBRA CHECKING	(9,974.80)
TEXANA POSTAL ACCOUNT CHECKING	266.35
TEXANA VET SERVICES NOW	42,580.64
TEXANA BANK YOUTH EMPOWERMENT CHECKING	20,671.68
TEXANA CSBG CARES CHECKING	15,586.98
TEXANA CEAP CARES CHECKING	80,906.97
TEXANA NEW PAYROLL CASH ACCOUNT	35,699.68
TEXANA EARLY HEAD START CHECKING	635.21
TEXANA CEAP ARP CHECKING	1,604,554.92
TEXANA INDIRECT COST RATE CHECKING	443,898.88
TEXANA ATMOS ENERGY 'SHARE THE WARMTH' PROGRAM CHECKING	25,000.00
ACCOUNTS RECEIVABLE - AISD	0.00
ACCOUNTS RECEIVABLE - Employee Reimbursement	0.00
ACCOUNTS RECEIVABLE - LKISD	0.00
ACCOUNTS RECEIVALBE - BISD	0.00
ACCOUNTS RECEIVABLE	0.00
GRANT RECEIVABLE	3,460,195.95
GRANT RECEIVABLE-ATC	0.00
GRANT RECEIVABLE-TIT	0.00
EMPLOYEE ADVANCE	0.00
GRANTS RECEIVABLE - USDA	13,516.25
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
RENTAL HOME DEPOSITS	0.00
PREPAID RENT	9,659.50
Prepaid Expense	0.00
PREPAID WORKERS COMP	0.00
PREPAID INSURANCE	28,277.18
PREPAID MAINTENANCE	0.00
	<hr/>
Total Current Assets	4,908,266.18
Long Term Assets	
PROPERTY & EQUIPMENT	2,944,377.33
LAND	0.00
BUILDINGS	0.00
EQUIPMENT	0.00
ACCUMULATED DEPRECIATION	(1,462,912.35)
	<hr/>
Total Assets	<u>6,389,731.16</u>

COMMUNITY SERVICES OF NORTHEAST TEXAS

Balance Sheet
As of 4/19/2022

Current Liabilities

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	336.00
STATE UNEMPLOYMENT TAXES	0.00
Sales Tax Payable	0.00
WORKERS COMP PAYABLE	0.00
SUPPLEMENTAL INSURANCE PAYABLE	(1,127.93)
EMPLOYEE PORTION HLTH INS PAYABLE	(10,695.05)
Employee Insurance Repayment	0.00
Short Term Disability Payable	(524.73)
Long Term Disability Payable	(207.65)
DENTAL INSURANCE PAYABLE	(1,563.83)
VISION INSURANCE PAYABLE	(252.31)
CAFETERIA PLAN PAYABLE	0.00
AUL CONTRIBUTIONS PAYABLE	0.00
LIFE/DISABILITY INSURANCE	(1,624.79)
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	150,000.00
DEFERRED REVENUE	0.00
RECIPROCAL ADJUSTMENT - ACCT 2000	0.00
RECIPROCAL ADJUSTMENT - ACCOUNT 2007	0.00
ACCRUED INTEREST PAYABLE	0.00
ACCRUED PAYROLL	0.00
ACCRUED VACATION	94,216.80
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	0.00

Total Current Liabilities 228,556.51

Net Assets

NET ASSETS	566,677.83
NET ASSETS - EQUIPMENT	0.00

COMMUNITY SERVICES OF NORTHEAST TEXAS

Balance Sheet

As of 4/19/2022

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
Total Current Net Assets	<u>566,677.83</u>
Excess Revenues over Expenditures	<u>5,594,496.82</u>
Total Liabilities and Net Assets	<u><u>6,389,731.16</u></u>



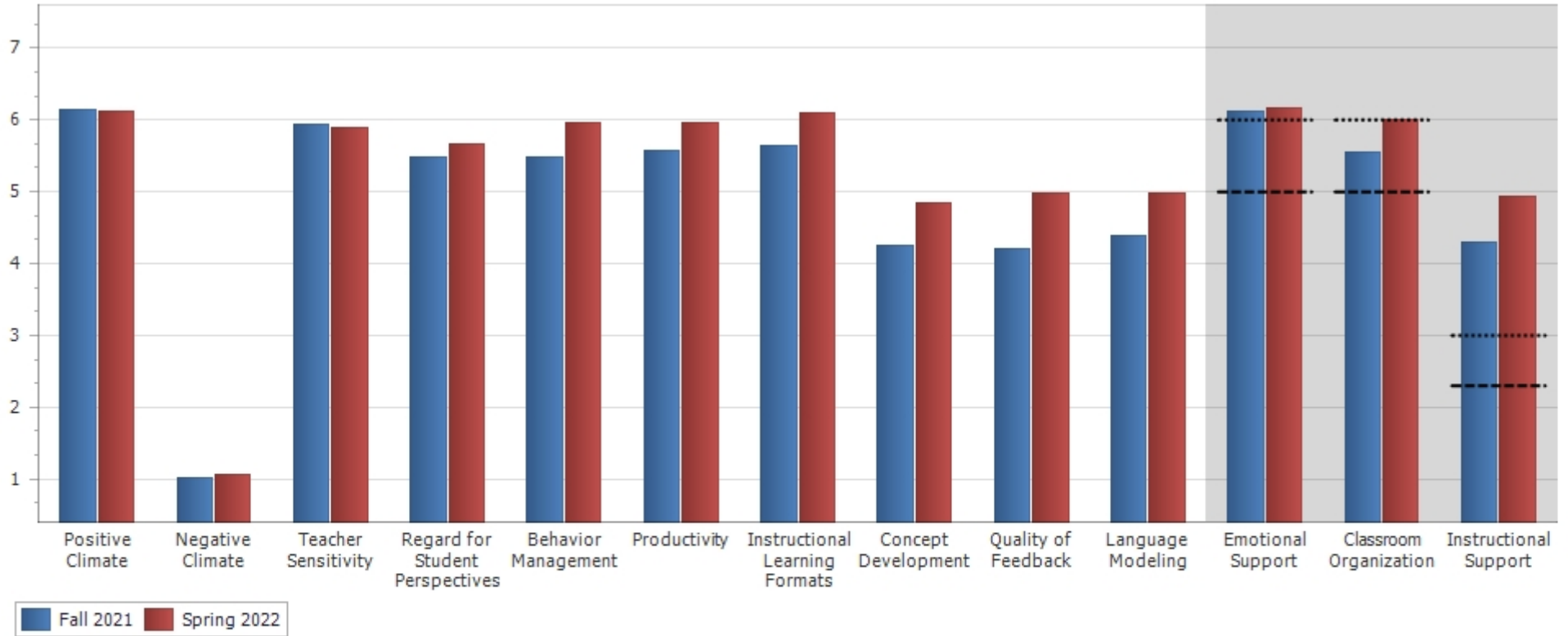
Community Services Of Northeast Tex

5630 - Pre-K CLASS® Average Score Charts

Observation Periods: Spring 2022, Fall 2021

Community Services Of Northeast Tex

Quality Thresholds
Re-competition Level - - -



	PC	NC	TS	RSP	BM	PD	ILF	CD	QF	LM	ES	CO	IS
Fall 2021	6.14	1.02	5.93	5.48	5.48	5.57	5.64	4.26	4.21	4.38	6.13	5.56	4.29
Spring 2022	6.11	1.05	5.89	5.66	5.95	5.95	6.09	4.84	4.98	4.98	6.16	6	4.93



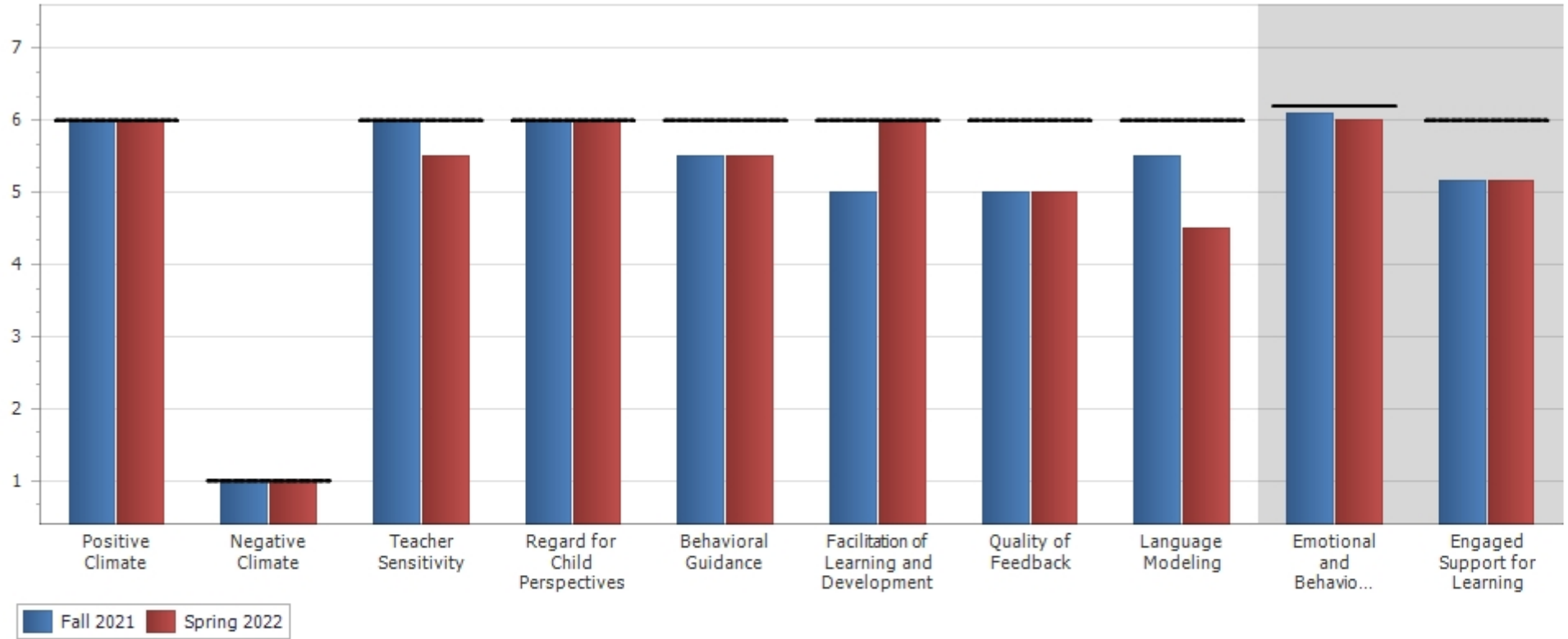
Community Services Of Northeast Tex

5631 - Toddler CLASS® Average Score Charts

Observation Periods: Spring 2022, Fall 2021

Quality
Quality - - -
Quality _____

Community Services Of Northeast Tex



	PC	NC	TS	RCP	BG	FLD	QF	LM	EBS	ESL
Fall 2021	6	1	6	6	5.5	5	5	5.5	6.1	5.17
Spring 2022	6	1	5.5	6	5.5	6	5	4.5	6	5.17



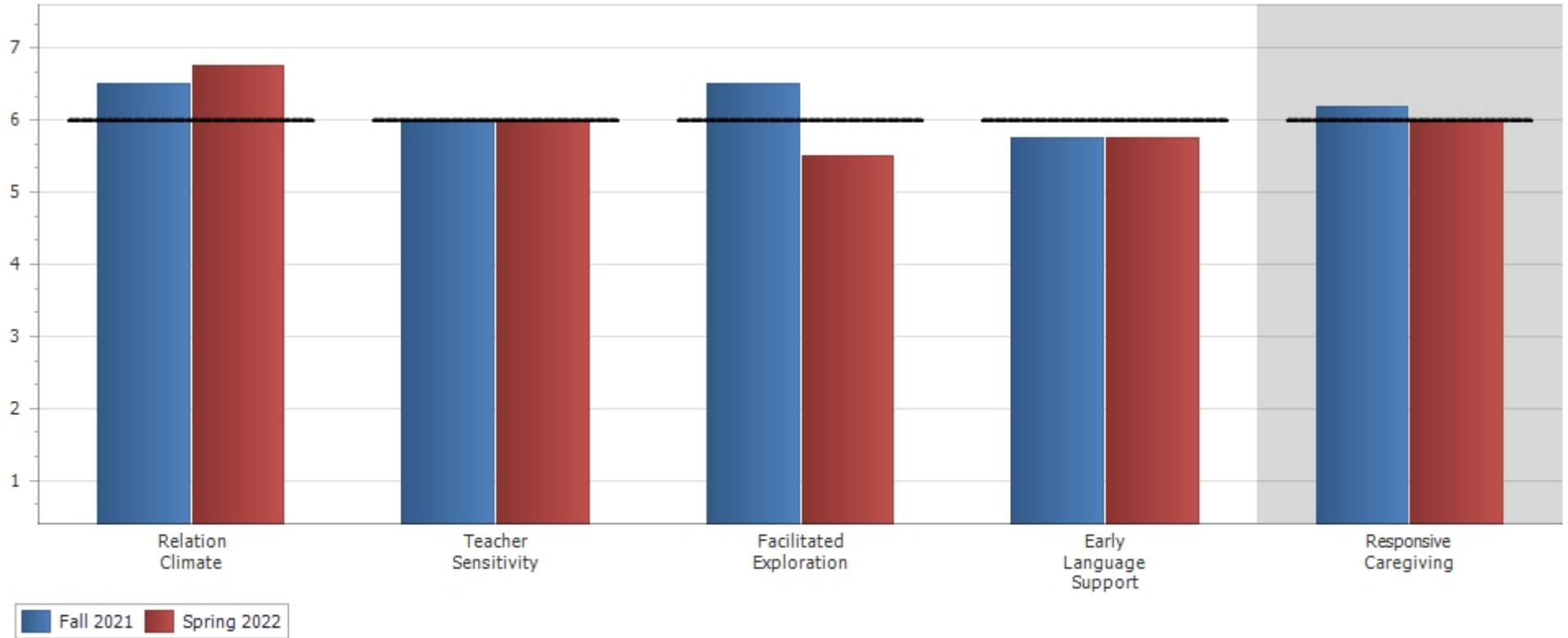
Community Services Of Northeast Tex

5632 - Infant CLASS® Average Score Charts

Observation Periods: Spring 2022, Fall 2021

Quality
Quality - - -
Quality _____

Community Services Of Northeast Tex



	RC	TS	FE	ELS	RCG
Fall 2021	6.5	6	6.5	5.75	6.19
Spring 2022	6.75	6	5.5	5.75	6