



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

Tuesday, October 24, 2023 @ 12:00 Noon
Shepherd's Pasture Retreat and Conference Center
5645 US-59, Jefferson, Texas 75657

Dr. Arcolia Jenkins-Waters, Board Chairperson
Michelle Morehead, CCAP, NCRT, NCRI, 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 12/12/23 *

4. Approval of Minutes 10/24/23*

5. Chairman's Comments and Recognitions

6. Training

Video – “The CAA Board Meeting Ecosystem – Consent Agendas and the Conversation of Time”
presented by Michelle Morehead

Presentation – Pittsburg Head Start – Kaye Nelms

Overview of Detailed Monitoring – Bernadette Harris

7. Committee Reports and Information

- A. Planning & Evaluation – No current report required at this time
- B. Personnel – No current report required at this time
- C. Finance – No current report required at this time
- D. Executive – This Committee meets only when necessary
- E. Nominating – **Discuss Executive Committee changes from 9/26/23 meeting.**
- F. By Laws- Discuss By Laws including Executive Committee Requirements

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

****Committees, other than Executive Committee, get named by the Board Chairperson**

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) PFCE Parent Meeting Policy Change.....Misty Van Hooser
- 3) Financial Reports -1.2.3.4.5.6.7.8.9.10..... (OS 8.7) Shelley Mitchell
- 4) Community Services Report.....(OS 5.9).....Shirley Allen
- 5) Human Resource Report.....(OS 5.9).....Charlotte Hall
- 6) Payee Report..... (OS 5.9)Julia Elrod
- 7) VSN Report.....(OS 5.9).....Kelsy Nickleberry
- 8) Service & HS Transportation Reports..... (OS 5.9)Bernie Yancey

C. Discuss/Approve 2024 Slate of Officers in lieu of election requires raising of hands*

- D. Installation of 2024 Officers ***
- E. Appointment of Parliamentarian ***
- F. Discuss/Approve Payee Program Changes***
- G. Discuss/Approve Board Resolution – Transitional Housing Account***
- H. Discuss/Approve Board Resolution – Fund for Transitional Housing Benefits Account***

9. Staff Reports

None

10. Executive Director’s Report

11. Discussion Items

- A. Discuss Head Start/Early Head Start Data**
 - 1. School Readiness Performance Fall 2023 Data**
 - 2. Parent, Family and Community Engagement Goals Fall 2023 Data**
 - 3. CLASS Fall 2023 Data**
 - 4. Program Goals Fall 2023 Data**

12. Audience Comments

13. Executive Session

The board will enter executive session pursuant to Section 551.001(1)(2)(3)(J), and Section 551.074(1)(2) of the government codes

- 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
October 24, 2023
304 E Houston Street, Linden, Texas 75563

Board Members

*Dr. Arcolia Jenkins, Board Chair
Representing Creating Opportunities in Marion County, Private Sector*

John Baxter
Representing Texana Bank, Private Sector

Ross Hyde
Representing State Representative, Gary VanDeaver, Public Sector

Judge Doug Reeder, Vice-Chair
Morris County Judge, Public Sector

Keri Winters
Representing Linden-Kildare CISD, Private Sector

Angela Thompson, Parliamentarian
Representing Bowie County, Poverty Sector

Martavius Jones
Representing Camp County, Poverty Sector

Board Members Absent

Cecelia Huff, Secretary
Representing Bowie County, Poverty Sector

Megan Kirkland
Representing LEDC, Private Sector

Sandra Wright
Representing Marion County Judge Leward Lafleur, Public Sector

Harmony Roberson
Representing Cass County, Poverty Sector

Lindsay Hergert
Representing Cass County Judge Travis Ransom, Public Sector

CALL TO ORDER

Arcolia Jenkins, Chairman called the meeting to order at 12:21 p.m.

Quorum: established 5 of 10, members present.

Angela Thompson arrived at 12:22 and brought the quorum to 6 of 10 members

AGENDA

Motion: Doug Reeder, Vice Chairman, moved to accept the 10/24/2023 agenda with the removal of the word “update” to action item B7.

Second: Ross Hyde

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

MINUTES

Motion: John Baxter moved to accept the 9/26/2023 minutes

Second: Ross Hyde

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

CHAIRMAN’S COMMENTS AND RECOGNITIONS

Arcolia Jenkins, Chairman, complimented the CSNT staff for all wearing pink shirts for breast cancer awareness. She stated that it showed unity and support. She recognized Michael D. Young from TDHCA for visiting the board.

TRAINING / PRESENTATIONS

“People Staying A-Board: 5 Ways to Engage and Retain Board Members”, training video for the Board was presented by Michelle Morehead. The video explained that the five steps to engaging and retaining board members are educate them, communicate, require participation, live accountability, and make it fun.

Special guest speaker Michael D, Young, TDHCA Community Affairs Division Director, thanked all of the board members for allowing him to visit on positive terms. He stated that he has been working with Programs for 20 years and usually has to come to programs to tell them how to fix a problem. He stated that today was a positive visit. He gave the board members background information on himself. He stated to the board members that there may still be a chance to obtain the Re-Entry Program, there will be three \$400,000 awards given. He gave the board members encouraging words and stated to refer people to the agency, try to attend a retreat to strengthen the board relationship, reevaluate everything you do, and finally retire when you are ready and have found your replacement.

COMMITTEE REPORTS

- A. Planning & Evaluation – No current report required
- B. Personnel – This committee should meet in July to approve job descriptions, pay scales, etc. – No current report required at this time.
- C. Finance – No current report required
- D. Executive – This committee meets only when necessary
- E. Nominating – Discuss Executive Committee changes from 9/26/23 meeting.
Arcolia Jenkins stated that once Martavius Jones was officially seated at this meeting she would like to appoint him as Parliamentarian.
- F. By Laws – No current report required

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

****Committees, other than the Executive Committee, get named by the Board Chairperson**

Head Start Committee List

Arcolia Jenkins, Chairman, appointed Lindsay Hergert, once she is officially seated at this meeting to the Self-Assessment Committee and the Health Services Advisory Committee. She appointed Keri Winters to the Finance Committee.

Action Items

A. Seat New Board Member(s)

1. Lindsay Hergert- Texas AgriLife Extension (appointed by Travis Ransom, County Judge, to replace Donna Early)

Motion: Angela Thompson, Parliamentarian, made a motion to accept as presented.

Second: John Baxter

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

2. Martavius Jones – Pittsburg Head Start Parent (appointed by Policy Council as the Policy Council Liaison to the Governing Board)

Motion: Keri Winters made a motion to accept as presented.

Second: Angela Thompson, Parliamentarian

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

B. Approve Consent Agenda*

- 1) Head Start/EHS & PIR Reports..... (OS 5.9).....Berny Harris
- 2) Head Start Standard Operating Procedures.....Berny Harris
- 3) Head Start Standard Operating Manuals & FormsBerny Harris
- 4) Financial Reports -1.2.3.4.5.6.7.8.9.10..... (OS 8.7) Shelley Mitchell
- 5) Job Descriptions.....Charlotte Hall
- 6) Updated Volunteer Rates.....Berny Harris
- 7) 2024 Community Assessment Update.....Berny Harris

- 8) Community Services Report.....(OS 5.9).....Shirley Allen
- 9) Human Resource Report.....(OS 5.9).....Charlotte Hall
- 10) Payee Report..... (OS 5.9)Roxi Ellis
- 11) VSN Report.....(OS 5.9).....Kelsy Nickleberry
- 12) Service & HS Transportation Reports..... (OS 5.9)Tommy Hooper

Motion: Doug Reeder, Vice Chairman made a motion to accept as presented.

Second: John Baxter

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

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

C. Discuss/Approve Continued use of the 10% De minimis Indirect Cost Rate & Indirect Cost Rate Certification

Michelle Morehead, Executive Director stated the Agency would like to continue to use the 10% De minimum Indirect Cost another year and reevaluate. The members asked questions about how the indirect cost was going. The staff stated they would like more training.

Motion: John Baxter made a motion to accept as presented

Second: Ross Hyde

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

D. Discuss/Approve Financial Policies, Procedures, and Financial Code of Conduct including petty cash expenditure update

Shelley Mitchell, Chief Financial Officer reviewed the petty cash expenditure change as presented. The change stated that the petty cash would increase to \$100 from \$50 and no more than \$200.

Motion: Doug Reeder, Vice Chairman made a motion to accept as presented.

Second: John Baxter

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

E. Discuss/Approve Policy Council By-Laws

Bernadette Harris, Head Start Director reviewed the Policy Council By-Laws as presented. She stated that this is an annual approval required by the Governing Board since they are the Grantee.

Motion: Ross Hyde made a motion to accept as presented.

Second: Keri Winters

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

F. Discuss/Approve Head Start/Early Head Start Continuation Grant #06CH011282/04 Requesting a Carry Over of Unobligated Balance

Bernadette Harris, Head Start Director stated that the request is being made due to a potential Government Shutdown after November 17, 2023 if a budget or continuing resolution is not signed. The Head Start Grant start date is December 1, 2023 and the Board will not meet again until after that date. There is a possibility that the December funds will be available even if there is a shut down; however, we would like to take the proactive steps to prepare to use the remainder of the PY 04 grant funds.

Motion: Keri Winters made a motion to accept as presented.

Second: Martavius Jones

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

G. Discuss/Approve Personnel Policies and Procedures including Business Travel Expense Personnel Policy #512

Charlotte Hall, Human Resources Director reviewed the Personnel Policies and Procedures including Business Travel Expense Personnel Policy #512 as presented. She stated that the changes to the travel expense policy were due to the mileage rate approval from last month. She also stated that the paragraph regarding tracking would be removed from the policy as it is no longer necessary.

Motion: Doug Reeder, Vice Chairman made a motion to accept as presented.

Second: Angela Thompson, Parliamentarian

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

9. Staff Reports

None

10. Executive Director's Report

Michelle Morehead, Executive Director, stated that she originally wanted to start slow with the transitional housing, but opportunities have risen that we need to consider at the next board meeting. We have the opportunity to purchase three tiny houses for \$12,000. We would like to name a house after them for selling the homes at such low cost if board approves the purchase. The first tiny house will be named after Morrison Supply and be called the Morrison house. The second house we were able to purchase at a low rate of \$2,000 that normally runs anywhere from six to eight thousand dollars and will be called the Smith house. If the board approves the purchase of the tiny homes, land will also need to be purchased in Linden to place the houses. There are procedures in place for the transitional housing. The clients are placed on a sliding scale for payment. Half of the payment is used for utilities and the other half is placed in an account to be returned to the client after the one year stay.

The next item Michelle brought to the board's attention is attendance. She proposed to the Board to look for a private organization to replace the Linden Economic Development since they have a been high absenteeism rate this year. Doug Reeder stated that he would like that to be an action item for the next board meeting to address.

11. Discussion Items

1. December Annual Meeting Date – December 12, 2023

The board all agreed that the annual meeting would be on December 12, 2023 at noon in the Linden Administrative Conference Room.

2. Discuss Fall 2023 Circle Assessment

Bernadette Harris, Head Start Director reviewed the Fall 2023 Circle Assessment data as presented.

AUDIENCE COMMENTS

Angela Thompson, Parliamentarian invited the board and staff members to attend the Proclamation for the After School Program by the City of Atlanta at 9:00 AM on Thursday, October 26, 2023.

EXECUTIVE SESSION

The board will enter executive session pursuant to Section 551.001(1)(2)(3)(J), and section 551.074(1)(2) of the government code.

Motion to enter Executive Session at 1:32 pm: Ross Hyde

Second: Doug Reeder, Vice Chairman

304 E. Houston Street Linden, Texas Property Discussion

Motion to exit Executive Session at 2:10 pm: Doug Reeder, Vice Chairman

Second: Ross Hyde

- 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.

REQUIRED ACTION FROM EXECUTIVE SESSION

None

ADJOURN

Motion: Doug Reeder, Vice Chairman motioned to adjourn at 2:12 pm

Second: Ross Hyde

Hearing no descent, adjournment passed.

Approved by: _____, on _____, 2023
(Board Secretary) (Date)

Governing Board Interview Questions

1. A. Describe the composition of the Governing Board?

Per the Head Start Program Performance Standards you must have:

One Member that is an Attorney: Who is that person?

One Member that has expertise in Early Childhood Education: Who is that person?

One Member that has expertise in Fiscal Oversight: Who is that person?

One Member that is a parent or former Head Start parent: Who is that person

Other Members? Who do you represent?

(EXTRA CREDIT QUESTION)

1. B. Can you describe the composition of the Policy Council?

How are their members selected?

2. What practices have you adopted that ensure active, independent, and informed program governance?
3. How do you provide oversight for the Head Start Program?
4. Describe your Orientation process when you became a Board Member?
5. Describe the Trainings that you receive and how often?
6. What data do you use to oversee/ensure that Head Start is providing quality services for children and families?
7. How do you ensure progress toward school readiness for Head Start children?
8. How do you provide oversight that the agency is carrying out the provisions of the Head Start grant application?

9. Discuss how you make decisions related to program design and implementation?

10. How are you involved in the development of the Head Start Program Goals?

11. How do you maintain oversight in progress toward meeting the program goals?

THIS IS THE END OF THE INTERVIEW QUESTIONS

CSNT Head Start Director's Report PY04/FY23

October Report/November Data



How Are We Doing?

HEAD START Attendance - November 2023

- ✓ **462** Actual Enrollment (Under/Over -3 Student(s)) – Funded **465**
- ✓ **5.0%** Disability Students – **10%** Target
- ✓ **89%** Average Daily Attendance



HEAD START NFS/Indirect Costs/Admin Expenses Rate

- ✓ **\$1,340,425** NFS Collected – **(\$232,868)** NFS Over
- ✓ **\$293,372** Indirect Costs Collected
- ✓ **11%** Admin Expense Rate



HEAD START CACFP Meals/Reimbursements

- ✓ **\$14,982** Reimbursed This Month - **\$113,417** Reimbursed This Year
- ✓ **21** days of Service – **5,571** Meals Served

Listen with Curocity
Speak with Honesty
Act with Integrity



HEAD START Quality Assurance

- ✓ **726** Files Reviewed/**42** Classrooms Observed
- ✓ **220** Incomes Verified/**156** Interviews/**39** Community Contacts
- ✓ **Self-Assessment** – **4** Findings/**4** Corrections/**0** Remaining
- ✓ **Annual Detailed Monitoring** – **7** Findings/**7** Corrections/**0**

ANNOUNCEMENTS:

Completing end of grant year activities
Preparing for Detailed Monitoring to start after new year

CSNT Early Head Start Director's Report PY04/FY23

October Report/November Data

How Are We Doing?



EARLY HEAD START Attendance - November 2023

- ✓ **16** Actual Enrollment (Under/Over - 0 Student(s)) – Funded **16**
- ✓ **19%** Disability Students – **10%** Target
- ✓ **82%** Average Daily Attendance (**Colds/Flu/Viruses**)



EARLY HEAD START NFS/Indirect Costs/Admin Expenses Rate

- ✓ **\$20,380** NFS Collected - **\$60,785** NFS Needed
- ✓ **\$16,863** Indirect Costs Collected
- ✓ **8%** Admin Expense Rate



HEAD START CACFP Meals/Reimbursements

- ✓ **\$2,061** Reimbursed This Month - **\$15,999** Reimbursed This Year
- ✓ **20** days of Service – **758** Meals Served

Listen with Curocity
Speak with Honesty
Act with Integrity



HEAD START Quality Assurance

- ✓ **22** Files Reviewed/**4** Classrooms Observed
- ✓ **8** Incomes Verified/**0** Interviews/**4** Community Contacts
- ✓ **Self-Assessment** – **4** Findings/**4** Corrections/**0** Remaining
- ✓ **Annual Detailed Monitoring** – **7** Findings/**7** Corrections/**0** Remaining

ANNOUNCEMENTS:

Completing end of grant year activities
Preparing for Detailed Monitoring to start after new year



Office of Head Start - Head Start Services Snapshot

Community Services Of Northeast Texas, Inc. (2022-2023)

Date

11/7/2023

Funded Enrollment

Number of enrollment slots the program is funded to serve.

	<i># of funded enrollment slots</i>	<i>% of funded enrollment slots</i>
Total Funded Enrollment	465	100.00%

Funded Enrollment by Program Option

	<i># of funded enrollment slots</i>	<i>% of funded enrollment slots</i>
Center-based	465	100.00%
Home-based	0	0%
Family Child Care	0	0%
Locally Designed	0	0%

Detail - Center-based Funded Enrollment

	<i># of center-based funded enrollment slots</i>	<i>% of center-based funded enrollment slots</i>
Number of slots equal to or greater than 1,020 annual hours for Head Start preschool children or 1,380 annual hours for Early Head Start infants and toddlers	465	100.00%
Of these, the number that are available for the full-working-day and full-calendar-year	0	
Number of slots with fewer than 1,020 annual hours for Head Start preschool children or 1,380 annual hours for Early Head Start infants and toddlers	0	0%
Of these, the number that are available for 3.5 hours per day for 128 days	0	
Of these, the number that are available for a full working day	0	

Total Cummulative Enrollment

	<i># of participants</i>	<i>% of participants over Funded Enrollment</i>
Total Cumulative Enrollment	490	5.38%

Participants by Age

	<i># of participants</i>	<i>% of participants</i>
1 Year Old	0	0.00%
2 Years Old	2	0.41%
3 Years Old	240	48.98%
4 Years Old	248	50.61%
5 Years Old	0	0.00%

Homelessness Services

	<i># of children</i>	<i>% of children</i>
Total number of children experiencing homelessness that were served during the enrollment year	31	6.33%

Foster Care

	<i># of children</i>	<i>% of children</i>
Total number of enrolled children who were in foster care at any point in the program year	17	3.47%

Prior Enrollment of Children

	<i># of children</i>	<i>% of children</i>
The second year	146	29.80%
Three or more years	9	1.84%

Ethnicity And Race

	<i># of Hispanic or Latino Origin participants</i>	<i>% of Hispanic or Latino Origin participants</i>	<i># of Non-Hispanic or Non-Latino Origin participants</i>	<i>% of Non-Hispanic or Non-Latino Origin participants</i>
American Indian or Alaska Native	0	0.00%	2	0.41%
Asian	0	0.00%	2	0.41%
Black or African American	6	1.22%	248	50.61%
Native Hawaiian or Pacific Islander	0	0.00%	0	0.00%
White	21	4.29%	134	27.35%
Biracial or Multi-Racial	6	1.22%	38	7.76%
Other Race	32	6.53%	1	0.20%
Unspecified Race	0	0.00%	0	0.00%

Primary Language of Parents at Home

	<i># of children</i>	<i>% of children</i>
English	462	94.29%
Of these, the number of children acquiring/learning another language in addition to English	13	
Spanish	28	5.71%
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 Languages	3	0.61%
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%
American Sign Language	0	0.00%
Other Languages	0	0.00%
Unspecified Languages	36	7.35%

Health Services

<i>Services to All Children at Beginning of Enrollment Year Compared to End of Enrollment Year (based on Cumulative Enrollment)</i>	<i># at Beginning of Enrollment Year</i>	<i>% at Beginning of Enrollment Year</i>	<i># at End of Enrollment Year</i>	<i>% at End of Enrollment Year</i>
Children with health insurance	463	94.49%	361	73.67%
Children with accessible health care	434	88.57%	336	68.57%
Children with up-to-date immunizations or all possible immunizations to date, or exempt	452	92.24%	279	56.94%
Children with accessible dental care	379	77.35%	319	65.10%

Disabilities Services

	<i># of children</i>	<i>% of children</i>
Children with an Individualized Education Program (IEP), indicating they were determined eligible to receive special education and related services	19	4.09%

Family Services

	<i># of families</i>	<i>% of families</i>
Total Number of Families	465	100.00%

	<i># of families</i>	<i>% of families</i>
Families Who Received at Least One Family Service	451	96.99%

Specific Services

	<i># of families</i>	<i>% of families</i>
Emergency or Crisis Intervention	6	1.29%
Housing Assistance	6	1.29%
Asset Building Services	120	25.81%
Mental Health Services	8	1.72%
Substance Misuse Prevention	1	0.22%
Substance Misuse Treatment	4	0.86%
English as a Second Language (ESL) Training	20	4.30%
Assistance in enrolling into an education or job training program	52	11.18%
Research-based parenting curriculum	316	67.96%
Involvement in discussing their child's screening and assessment results and their child's progress	426	91.61%
Supporting transitions between programs	384	82.58%
Education on preventive medical and oral health	417	89.68%
Education on health and developmental consequences of tobacco product use	196	42.15%
Education on nutrition	442	95.05%
Education on postpartum care	3	0.65%
Education on relationship/marriage	7	1.51%
Assistance to families of incarcerated individuals	3	0.65%



Office of Head Start - Early Head Start Services Snapshot

Community Services Of Northeast Texas, Inc. (2022-2023)

Date

11/7/2023

Funded Enrollment

Number of enrollment slots the program is funded to serve.

	<i># of funded enrollment slots</i>	<i>% of funded enrollment slots</i>
Total Funded Enrollment	16	100.00%

Funded Enrollment by Program Option

	<i># of funded enrollment slots</i>	<i>% of funded enrollment slots</i>
Center-based	16	100.00%
Home-based	0	0%
Family Child Care	0	0%
Locally Designed	0	0%

Detail - Center-based Funded Enrollment

	<i># of center-based funded enrollment slots</i>	<i>% of center-based funded enrollment slots</i>
Number of slots equal to or greater than 1,020 annual hours for Head Start preschool children or 1,380 annual hours for Early Head Start infants and toddlers	16	100.00%
Of these, the number that are available for the full-working-day and full-calendar-year	0	
Number of slots with fewer than 1,020 annual hours for Head Start preschool children or 1,380 annual hours for Early Head Start infants and toddlers	0	0%
Of these, the number that are available for 3.5 hours per day for 128 days	0	
Of these, the number that are available for a full working day	0	

Total Cumulative Enrollment

	<i># of participants</i>	<i>% of participants</i>
Total Cumulative Enrollment	17	106.25%

Participants by Age

	<i># of participants</i>	<i>% of participants</i>
Under 1 Year Old	0	0.00%
1 Year Old	9	52.94%
2 Years Old	8	47.06%
3 Years Old	0	0.00%
Pregnant Women	0	0.00%

Homelessness Services

	<i># of children</i>	<i>% of children</i>
Total number of children experiencing homelessness that were served during the enrollment year	3	17.65%

Foster Care

	# of children	% of children
Total number of enrolled children who were in foster care at any point in the program year	3	17.65%

Prior Enrollment of Children

	# of children	% of children
The second year	7	41.18%
Three or more years	1	5.88%

Ethnicity And Race

	# of Hispanic or Latino Origin participants	% of Hispanic or Latino Origin participants	# of Non-Hispanic or Non-Latino Origin participants	% of Non-Hispanic or Non-Latino Origin participants
American Indian or Alaska Native	0	0.00%	0	0.00%
Asian	0	0.00%	0	0.00%
Black or African American	0	0.00%	7	41.18%
Native Hawaiian or Pacific Islander	0	0.00%	0	0.00%
White	0	0.00%	6	35.29%
Biracial or Multi-Racial	1	5.88%	1	5.88%
Other Race	2	11.76%	0	0.00%
Unspecified Race	0	0.00%	0	0.00%

Primary Language of Parents at Home

	# of children	% of children
English	15	88.24%
Of these, the number of children acquiring/learning another language in addition to English	0	0.00%
Spanish	2	11.76%
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 Languages	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%
American Sign Language	0	0.00%
Other Languages	0	0.00%
Unspecified Languages	0	0.00%

Health Services

<i>Services to All Children at Beginning of Enrollment Year Compared to End of Enrollment Year (based on Cumulative Enrollment)</i>	# at Beginning of Enrollment Year	% at Beginning of Enrollment Year	# at End of Enrollment Year	% at End of Enrollment Year
Children with health insurance	17	100.00%	15	88.24%
Children with accessible health care	16	94.12%	9	52.94%
Children with up-to-date immunizations or all possible immunizations to date, or exempt	17	100.00%	5	29.41%
Children with accessible dental care	16	94.12%	9	52.94%

Disabilities Services

	<i># of children</i>	<i>% of children</i>
Children with an Individualized Family Service Plan (IFSP), indicating they were determined eligible to receive early intervention services	3	18.75%

Family Services

	<i># of families</i>	<i>% of families</i>
Total Number of Families	16	94.12%

	<i># of families</i>	<i>% of families</i>
Families Who Received at Least One Family Service	7	43.75%

Specific Services

	<i># of families</i>	<i>% of families</i>
Emergency or Crisis Intervention	1	6.25%
Housing Assistance	0	0.00%
Asset Building Services	1	6.25%
Mental Health Services	1	6.25%
Substance Misuse Prevention	0	0.00%
Substance Misuse Treatment	0	0.00%
English as a Second Language (ESL) Training	1	6.25%
Assistance in enrolling into an education or job training program	6	37.50%
Research-based parenting curriculum	7	43.75%
Involvement in discussing their child's screening and assessment results and their child's progress	6	37.50%
Supporting transitions between programs	5	31.25%
Education on preventive medical and oral health	7	43.75%
Education on health and developmental consequences of tobacco product use	1	6.25%
Education on nutrition	7	43.75%
Education on postpartum care	0	0.00%
Education on relationship/marriage	0	0.00%
Assistance to families of incarcerated individuals	0	0.00%

PARENT COMMITTEES (Standard 1301.4)

PROCEDURE

1. A parent committee will be created at the first parent meeting of the year in September.
2. Parent/Guardian(s) will elect officers and Policy Council Representative and Alternate at the first meeting.
3. In order to hold an office, the person must be a parent or legally responsible adult of a child currently enrolled in the Head Start Program at that designated campus.
4. Program Manager will train parent/guardian(s) on Roberts' Rules of Order and will conduct the election process following these rules. Program Manager will also inform parent/guardian (s) of the roles of each office that is elected.
5. Parent Committee meetings will be held throughout the year on dates selected and voted on by the Parent Committee.
6. Parent/Guardian(s) will learn of new policies and have opportunities to participate in planning of activities on the campus.
7. Policy Council Representatives will be listed on the agenda each month to share information received at the prior month's Policy Council Meeting

Head Start

Financial Report for the month of November 2023

(October 2023 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	\$2,351,429.00	\$207,338.52	\$1,915,974.56	\$435,454.44	\$195,952.42	\$2,155,476.58	\$239,502.02
Fringe Benefits	\$571,408.00	\$44,419.19	\$459,953.73	\$111,454.27	\$47,617.33	\$523,790.67	\$63,836.94
Travel (4120)	\$10,000.00	\$0.00	\$5,733.27	\$4,266.73	\$833.33	\$9,166.67	\$3,433.40
Equipment	\$35,000.00	\$0.00	\$25,900.75	\$9,099.25	\$2,916.67	\$32,083.33	\$6,182.58
Supplies	\$198,845.00	\$5,206.58	\$149,673.48	\$49,171.52	\$16,570.42	\$182,274.58	\$32,601.10
Contractual	\$292,100.00	\$144,038.00	\$283,858.00	\$8,242.00	\$24,341.67	\$267,758.33	(\$16,099.67)
Facilities / Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other (4120)	\$30,381.00	\$0.00	\$34,647.73	(\$4,266.73)	\$2,531.75	\$27,849.25	(\$6,798.48)
Other (4122)	\$941,063.00	\$68,437.31	\$925,619.02	\$15,443.98	\$78,421.92	\$862,641.08	(\$62,977.94)
Total	\$4,430,226.00	\$469,439.60	\$3,801,360.54	\$628,865.46	\$369,185.50	\$4,061,040.50	\$259,679.96
 T&TA	 \$40,381.00	 \$0.00	 \$40,381.00	 \$0.00	 \$3,365.08	 \$37,015.92	 (\$3,365.08)
Total							\$98,434.57
USDA Reimbursements through September 2023							\$14,982.12
Estimated USDA Reimbursement for October 2023							<u>\$373,096.65</u>
					Resulting (over)/under with USDA		<u>\$373,096.65</u>

* Total Over/Under without USDA

Accruals:

Actual year end payroll accrual \$75,600.00

\$4.00

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	\$170,393.31	\$18,055.37	\$146,206.17	\$14,199.44	\$156,193.87	\$9,987.69
Per Child	\$9,527.37	\$1,009.55	\$8,174.97	\$793.95	\$8,733.42	\$558.45

IN-KIND (Non-Federal Share)				
	Needed	This month	Total	Still need
	\$1,107,557.00	\$143,805.18	\$1,340,425.39	(\$232,868.39)

Early Head Start

Financial Report for the month of November 2023

(October 2023 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	\$144,584.00	\$8,289.15	\$112,395.34	\$32,188.66	\$12,048.67	\$132,535.33	\$20,139.99
Fringe Benefits	\$35,423.00	\$3,071.70	\$42,331.40	(\$6,908.40)	\$2,951.92	\$32,471.08	(\$9,860.32)
Travel (4120)	\$2,190.00	\$0.00	\$532.21	\$1,657.79	\$182.50	\$2,007.50	\$1,475.29
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies	\$20,022.00	\$463.98	\$10,666.51	\$9,355.49	\$1,668.50	\$18,353.50	\$7,686.99
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	\$615.20	\$4,724.79	(\$1,657.79)	\$255.58	\$2,811.42	(\$1,913.37)
Other (4122)	\$57,920.00	\$3,202.72	\$35,298.52	\$22,621.48	\$4,826.67	\$53,093.33	\$17,794.81
Total	\$263,206.00	\$15,642.75	\$205,948.77	\$57,257.23	\$21,933.83	\$241,272.17	\$35,323.40
T&TA	\$5,257.00	\$615.20	\$5,257.00	\$0.00	\$438.08	\$4,818.92	(\$438.08)
Total							
USDA Reimbursements through September 2023							\$13,937.17
Estimated USDA Reimbursement for October 2023							\$2,061.47
							<u>\$51,322.04</u>
							Resulting (over)/under with USDA

* Total Over/Under without USDA

Accruals:

Actual year end payroll accrual \$7,200

	<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	\$131,603.00	\$7,821.38	\$102,974.39	\$10,966.92	\$120,636.08	\$17,661.70
Per Child	\$16,450.38	\$977.67	\$12,871.80	\$1,370.86	\$15,079.51	\$2,207.71

Further Analysis	
Number of children	16
Number of classrooms	2

IN-KIND (Non-Federal Share)				
	<u>Needed</u>	<u>This month</u>	<u>Total</u>	<u>Still need</u>
	\$65,802.00	\$2,005.38	\$20,379.92	\$45,422.08

HEAD START and EHS NUTRITION PROGRAM

November 2023 Financial Report

For the month of October 2023

CACFP

	<u>Expenditures</u>	<u>Total To Date</u>
Operating Labor	\$ 9,298.80	9,298.80
Administrative Labor	1,002.34	1,002.34
Food	13,552.10	13,552.10
Supplies & Equipment	827.90	827.90
Purchased Services	-	0.00
Financial Costs	-	0.00
Media Costs	-	0.00
Operating Org Cost	150.00	150.00
Other	-	0.00
Total	\$ 24,831.14	\$ 24,831.14

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

TDHS REVENUE 17,043.59 17,043.59
(Income Starts October 2023)

CSBG 2023

Financial Report for the month of November 2023

CSBG Current Program (October 2023 Expenditures)

% of contract	83%
% of money	69%

<u>Funding Source</u>	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Balance</u>	<u>Monthly Budget</u>	<u>YTD Budget</u>	<u>(Over)/Under</u>
<i>Community Services Block Grant (CSBG) 12 month program ending 12/31/2023</i>							
Personnel	\$134,686.20	10,275.65	\$123,999.40	\$10,686.80	\$11,223.85	\$112,238.50	(\$11,760.90)
Fringe Benefits	53,987.58	2,811.90	\$26,054.98	27,932.60	4,498.97	44,989.65	18,934.67
Travel*	9,010.50	265.57	\$2,033.45	6,977.05	750.88	7,508.75	5,475.30
Equipment	49,110.00	542.50	\$4,755.28	44,354.72	4,092.50	40,925.00	36,169.72
Supplies	15,746.44	294.86	\$4,698.46	11,047.98	1,312.20	13,122.03	8,423.57
Contractual	3,629.50	187.80	\$2,485.40	1,144.10	302.46	3,024.58	539.18
Other	134,187.48	13,633.74	\$122,248.12	11,939.36	11,182.29	111,822.90	(10,425.22)
Indirect Costs	43,114.30	0.00	\$21,772.00	21,342.30	3,592.86	35,928.58	14,156.58
Total	\$443,472.00	\$28,012.02	\$308,047.09	\$135,424.91	\$36,956.00	\$369,560.00	\$61,512.91
						Future Payments	\$438.25

CEAP 2023

Financial Report for the month of November 2023

CEAP Current Program (October 2023 Expenditures)

% of contract	83%
% of money	99%

<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Balance</u>		<u>Contract Budget</u>			
					Minimum	Maximum		
Administration*	\$258,248.00	0.00	\$258,248.00	\$0.00	7%	\$21,520.67	min \$220,258.78	max (\$37,989.22)
Household Crisis**	1,437,695.00	0.00	\$263,350.66	1,174,344.34		303,815.03	min 1,437,695.00	max 1,174,344.34
Utility Assistance**	1,437,695.00	(2,261.01)	\$2,774,799.65	(1,337,104.65)		303,815.03	min 1,437,695.00	max (1,337,104.65)
Program Services	440,710.00	8,119.85	\$253,662.66	187,047.34	8%	36,725.83	min 263,345.04	max 9,682.38
Training Travel	2,500.00	0.00	\$2,500.00	0.00		0.00	min 2,500.00	max 0.00
Total	\$3,576,848.00	\$5,858.84	\$3,552,560.97	\$24,287.03		\$665,876.56	\$3,361,493.82	(\$191,067.15)

Future Payments **\$0.00**

*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	7.3%	Program Services with Future Payments	0
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CEAP SUPPLEMENTAL 2023

Financial Report for the month of November 2023

CEAP Current Program (October 2023 Expenditures)

% of contract	83%
% of money	80%

	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Balance</u>		<u>Contract Budget</u>				
<i>Comprehensive Energy Assistance Program (CEAP) 12 month program ending 12/31/2023</i>						Minimum	Maximum			
Administration*	\$97,868.00	5,641.00	\$88,002.96	\$9,865.04	8%	\$8,155.67	min	\$67,081.82	max	(\$20,921.14)
Household Crisis**	545,249.00	7,535.94	\$89,811.28	455,437.72		98,791.58	min	545,249.00	max	455,437.72
Utility Assistance**	545,249.00	93,075.90	\$898,104.52	(352,855.52)		98,791.58	min	545,249.00	max	(352,855.52)
Program Services	167,140.00	6,046.02	\$6,046.02	161,093.98	1%	13,928.33	min	79,516.95	max	73,470.93
Total	\$1,355,506.00	\$112,298.86	\$1,081,964.78	\$273,541.22		\$219,667.16		\$1,237,096.76		\$155,131.98

*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	8.1%	Program Services with Future Payments	109%	Future Payments	\$0.00
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LOW INCOME WATER ASSISTANCE PROGRAM

Financial Report for the month of November 2023

LIWAP Current Program (October 2023 Expenditures)

% of contract	96%
% of money	91%

<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>Grant Administered From 01/01/2022 to 12/31/2023</i>							
Administration	\$83,090.00	0.00	\$50,618.92	\$32,471.08	\$3,462.08	\$79,627.92	\$29,009.00
Direct Services	479,425.00	12,438.55	\$518,627.72	(39,202.72)	19,976.04	459,448.96	(59,178.76)
Program Services	70,311.00	0.00	\$9,610.93	60,700.07	2,929.63	67,381.38	57,770.45
Total	\$632,826.00	\$12,438.55	\$578,857.57	\$53,968.43	\$26,367.75	\$606,458.25	\$27,600.68

Future Payments \$0.00

Community Services of Northeast Texas, Inc.
Credit Usage Report

Board Report -November 2023

Sam's Club

Purchases for September 2023		130.44
Payment due by 10/28/2023	Pd on 10/18/2023	<u>(130.44)</u>
Balance		-

American Express

Purchases for		-
Payment due by ---	Pd on	<u>0.00</u>
Balance		-

Line of Credit

Program	VSN	CSBG A	TBRA	CEAP CARES
Highest October 2023 Balance	29,290.00	6,775.00	11,625.00	7,650.00
Current balance	19,290.00			
Exp pay off date	1/31/2024			

In House Line of Credit


Program	CEAP A	CSBG A	TRBA	LIHWAP	VSN
Highest October 2023 Balance	-	6,400.00	520.00	-	32,669.54
Current balance		6,400.00	-		29,151.00
Exp pay off date		11/30/2023			1/31/2024

U.S. SMALL BUSINESS ADMINISTRATION LOAN

Maturity Date 06/15/2050

156,378.21 as of 10/13/2023

Payment Information

	New Balance:	\$130.44
	Total Minimum Payment Due:	\$50.00
	Payment Due Date:	10/28/2023

Payments must be received by 5pm ET on 10/28/2023 if mailed, or by 11:59pm ET on 10/28/2023 for online and phone payments.

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

To make a payment, please visit us online or mail your payment using the coupon below. Payments are also accepted at your local CheckFreePay* or MoneyGram locations*. * Fees may apply.

RECEIVED

OCT 16 2023

BY: _____

Account Summary


1-2




Previous Balance as of 09/09/2023	\$150.76	Credit Limit	\$1,700
Payments	- 150.76	Available Credit	\$1,569
Purchases/Debits	+ 130.44		
New Balance as of 10/08/2023	\$130.44		
30 Day Billing Cycle from 09/09/2023 to 10/08/2023			

KNC

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Scan item barcodes as you go.
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Synchrony Bank does not provide, endorse or guarantee any Sam's Club services or policies.

CA: Shelley

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Transaction Detail

Date	Reference #	Description	Amount
Payments			
09/24	P9280008Q01FR5Q4Q	PAYMENT - THANK YOU	-\$150.76
Purchases and Other Debits			
09/25	P9280008D018XR0ME	SAM'S CLUB 008295 TEXARKANA TX SAM'S/WAL-MART PURCHASE(S) Total for TOMMY HOOPER	\$130.44 \$130.44 \$130.44
Total Fees Charged This Period			\$0.00
Total Interest Charged This Period			\$0.00

1-2

Interest Charge Calculation

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

Type of Balance	Expiration Date	Annual Percentage Rate	Balance Subject to Interest Rate	Interest Charge	Balance Method
Purchases	N/A	29.99% (v)	\$0.00	\$0.00	2D

Cardholder News and Information

NOTICE: We may convert your payment into an electronic debit. See back of page one for details, Billing Rights and other important information.

Member News and Information

Interested in changing your due date for your Sam's Club[®] credit card account? Call the Credit Customer Service phone number, located on your billing statement and on the back of your Sam's Club[®] credit card, to determine eligibility and discuss available options.

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COMMUNITY COUNCIL OF CASS

ACCOUNT #: ~~6046 0020 3938 0674~~

DATE OF SALE #: 230925

P.O. #:

INVOICE#: 000000

AUTHORIZATION #: 000465

CLUB #: 8295

REFERENCE #: P9280008D018XR0ME

TRANSACTION #: 0

REGISTER #: 4

S.K.U	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
SALES TAX		1.000		\$0.0000	\$0.00
380004989	MM FRAGRANCE FREE	6.000	EA	\$21.7400	\$130.44
SUB \$130.44		TAX \$0.00		TOTAL INVOICE	\$130.44
				CREDITS TOTAL	\$0.00
				BALANCE DUE	\$130.44

Use blue or black ink,
detach & mail with your
check.

Account Number	6046 0020 3933 0674
New Balance	\$130.44
Total Minimum Payment Due	\$50.00
Payment Due Date	10/28/2023

Amount Enclosed \$

VIEW AND PAY YOUR BILL ONLINE!
SamsClubCredit.com/businesscard

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COMMUNITY COUNCIL OF CASS
KAY PHILLIPS
PO BOX 427
LINDEN TX 75563-0427

15848
Q308



Make SAM'S CLUB/SYNCHRONY BANK
Payment P.O. BOX 669825
to: DALLAS, TX 75266-0782



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1045 -
 TEXANA
 ACCOUNTS
 PAYABLE
 DISBURSEM
 ENT 2

CHECK REGISTER FOR October2023

Check Number	Effective Date	Vendor Name	Check Amount	Description
78672	10/4/2023	ABERNATHY COMPANY	295.11	Cleaning Supplies
78673	10/4/2023	AEP-SWEPKO-EA	1,825.93	Client Assistance
78674	10/4/2023	AFLAC	1,279.18	Employee Insurance
78675	10/4/2023	ALFORD AIR CONDITIONING & HEATING LLC	7,445.00	Bldg. Maint - AC Maint
78676	10/4/2023	ATLANTA ISD FOOD SERVICE	413.50	HS Staff Meals
78677	10/4/2023	B & S TRUE VALUE HARDWARE	55.06	Bldg. Maint - Bldg. Supplies
78678	10/4/2023	BEN E KEITH CO	6,087.80	HS Grocery
78679	10/4/2023	BOBBY'S B&G AUTOMOTIVE INC.	144.11	Vehicle Repair
78680	10/4/2023	CECELIA HUFF	33.54	Board Reimbursement
78681	10/4/2023	CENTERPOINT ENERGY ENTEX	47.84	Utilities - Power
78682	10/4/2023	CITY OF HUGHES SPRINGS	334.62	Utilities - City Svcs
78683	10/4/2023	CITY OF JEFFERSON WATER .	253.11	Utilities - City Svcs
78684	10/4/2023	CITY OF NEW BOSTON	51.10	Client Assistance
78685	10/4/2023	CITY OF PITTSBURG	324.57	Client Assistance
78686	10/4/2023	CRISTAL SMITH	18.92	Policy Member Reimbursement
78687	10/4/2023	EAST TEXAS REALTY	300.00	Storage Rental
78688	10/4/2023	GREEN MOUNTAIN ENERGY	15.00	Client Assistance
78689	10/4/2023	LONE STAR LUBE	40.00	Vehicle Repair
78690	10/4/2023	MARIA B GUERRERO	500.00	Client Assistance
78691	10/4/2023	MARTAVIUS JONES	30.96	Policy Member Reimbursement
78692	10/4/2023	MCI	67.04	Utilities - Phone/internet
78693	10/4/2023	MEGAN HERVEY	18.92	Policy Member Reimbursement
78694	10/4/2023	MY ALARM CENTER, LLC.	42.79	Bldg. Maint - Alarm Svcs
78695	10/4/2023	NAPLES HARDWARE & SUPPLIES LLC	8.07	Bldg. Maint - Bldg. Supplies
78696	10/4/2023	ODP BUSINESS SOLUTIONS, LLC	1,405.14	Office Supplies
78697	10/4/2023	R. MORGAN, LLC	50.00	Rent
78698	10/4/2023	RELIABLE ALARM SERVICE, LLC	45.00	Bldg. Maint - Alarm Svcs
78699	10/4/2023	REPUBLIC SERVICES #070	105.29	Utilities - Trash
78700	10/4/2023	SOUTHWESTERN ELECTRIC POWER	544.23	Utilities - Power
78701	10/4/2023	TEXAS DEPARTMENT OF HOUSING & COMMUNITY AFFAIRS	34,176.57	Grant Refunds
78702	10/4/2023	WASTE MANAGEMENT CORPORATE SERVICES, INC.	180.43	Utilities - Trash
78703	10/4/2023	WEST STREET HOME AND AUTO	23.99	Bldg. Maint - Maint supplies
78704	10/4/2023	WISCONSIN QUICK LUBE, INC.	627.92	Vehicle Repair
78705	10/11/2023	AEP-SWEPKO-EA	2,515.80	Client Assistance
78706	10/11/2023	AMBIT ENERGY	3,080.72	Client Assistance
78707	10/11/2023	AMY PERALES	344.33	Employee Reimbursement
78708	10/11/2023	AT&T	996.16	Utilities - Phone/internet
78709	10/11/2023	BLOOMBURG WATER SUPPLY	51.23	Client Assistance
78710	10/11/2023	BOBBY'S B&G AUTOMOTIVE INC.	546.28	Vehicle Repair
78711	10/11/2023	BOWIE CASS	467.26	Client Assistance
78712	10/11/2023	BRENDA DAVIS	891.14	Employee Reimbursement
78713	10/11/2023	CASTLE FAMILY DENTAL	1,833.00	Client Assistance
78714	10/11/2023	CENTERPOINT ENERGY ENTEX	125.99	Utilities - Power
78715	10/11/2023	CHARLES MISSILDINE	1,625.00	Client Assistance
78716	10/11/2023	CHRISTY WISKUS	53.32	Employee Reimbursement

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 TEXANA
 ACCOUNTS
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CHECK REGISTER FOR October2023

Check Numbe	Effective Date	Vendor Name	Check Amount	Description
78717	10/11/2023	City of Hooks	226.67	Client Assistance
78718	10/11/2023	CITY OF PARIS	2,262.68	Client Assistance
78719	10/11/2023	CITY OF ROXTON	4,754.27	Client Assistance
78720	10/11/2023	CSNT ORG PAYEE	364.00	Client Assistance
78721	10/11/2023	DJH PROPERTIES	565.00	Client Assistance
78722	10/11/2023	ETEX TELEPHONE CORP, INC.	545.70	Utilities - Phone/internet
78723	10/11/2023	FEDERAL EXPRESS	52.45	Postage
78724	10/11/2023	Geraldine Best	500.00	Client Assistance
78725	10/11/2023	GREG'S MIRACLE MART	262.54	Vehicle Fuel
78726	10/11/2023	HAMILTON PROPERTIES	216.00	Client Assistance
78727	10/11/2023	HESS OUTLET	45.00	Client Assistance
78728	10/11/2023	HOPE FIRE EXTINGUISHER SERVICE, INC/ KLEEN KING	86.85	Bldg. Maint - Alarm Svcs
78729	10/11/2023	LARRY WRIGHT	390.00	Client Assistance
78730	10/11/2023	MARIA B GUERRERO	500.00	Client Assistance
78731	10/11/2023	MARIA SOLIS	800.00	Client Assistance
78732	10/11/2023	MICHAEL NOE	825.00	Client Assistance
78733	10/11/2023	MOUNT PLEASANT HOUSING AUTHOURITY	340.00	Client Assistance
78734	10/11/2023	OLGA LOVE	138.70	Employee Reimbursement
78735	10/11/2023	RELIANT ENERGY	328.55	Client Assistance
78736	10/11/2023	S.W. ARKANSAS TELE. CO-OP	241.43	Utilities - Phone/internet
78737	10/11/2023	SOUTHWESTERN ELECTRIC POWER	324.31	Utilities - Power
78738	10/11/2023	SUDDENLINK	58.81	Client Assistance
78739	10/11/2023	TEACHSTONE TRAINING LLC	125.00	HS Classroom Supplies
78740	10/11/2023	TEXAS WATER UTILITIES	106.41	Client Assistance
78741	10/11/2023	TOSHIBA FINANCIAL SERVICES	1,717.00	Copiers - Lease/Copy Charges
78742	10/11/2023	TRI SPECIAL UTILITY DISTRICT	1,145.65	Client Assistance
78743	10/11/2023	UPSHUR RURAL ELEC. CORP.	240.88	Client Assistance
78744	10/11/2023	WARREN SMITH	450.00	Client Assistance
78745	10/11/2023	WINDSTREAM	51.59	Utilities - Phone/internet
78746	10/11/2023	WINTRUST MORTGAGE A DIVISION OF BARRINGTON BANK AND TRU	1,028.73	Client Assistance
78747	10/11/2023	XEROX CORPORATION	842.84	Copiers - Lease/Copy Charges
78748	10/18/2023	AEP-SWEPCO-EA	782.51	Client Assistance
78749	10/18/2023	AMERICAN NATIONAL INSURANCE COMPANY	10.80	Client Assistance
78750	10/18/2023	ARAMARK UNIFORM & CAREER APPAREL LLC	106.34	Bldg. Maint - Cleaning Svcs
78751	10/18/2023	AREA WIDE PROPERTIES	1,400.00	Rent
78752	10/18/2023	ATLANTA ISD	700.00	Rent
78753	10/18/2023	BARBARA LARRY, LPC	1,630.00	HS Consultant
78754	10/18/2023	BEN E KEITH CO	4,221.00	HS Grocery
78755	10/18/2023	BILLY D MCNEIL	400.00	Client Assistance
78756	10/18/2023	CAMCO ELEVATOR INC	300.00	Bldg. Maint - Maintenance
78757	10/18/2023	CAMP COUNTY DODGE JEEP RAM	245.95	Vehicle Repair
78758	10/18/2023	CARCO GROUP INC	176.80	Employee Background
78759	10/18/2023	CASTLE FAMILY DENTAL	394.00	Client Assistance
78760	10/18/2023	CENTERPOINT ENERGY ENTEX	50.11	Utilities - Power
78761	10/18/2023	CITY OF PARIS	57.70	Client Assistance

CHECK REGISTER FOR October2023

Check Numbe	Effective Date	Vendor Name	Check Amount	Description
78762	10/18/2023	CITY OF SULPHUR SPRINGS WATER DEPARTMENT	243.71	Client Assistance
78763	10/18/2023	COLEMAN MOTORS, INC.	133.36	Vehicle Repair
78764	10/18/2023	CRUMP'S IGA	94.33	Meeting Refreshments
78765	10/18/2023	DIRECT ENERGY	359.79	Client Assistance
78766	10/18/2023	ETEX TELEPHONE CORP, INC.	5,549.75	Utilities - Phone/internet
78767	10/18/2023	FARMER ELECTRIC	670.46	Client Assistance
78768	10/18/2023	GLENN B. LANIER	240.00	Rent
78769	10/18/2023	HEALTHCARE EXPRESS LLP	737.00	Pre-Employment
78770	10/18/2023	HENRY'S APPLIANCE AND SERVICE LLC	206.99	Bldg. Maint - Maintenance
78771	10/18/2023	HOUSING AUTHORITY OF TEXARKANA, TX	500.00	Rent
78772	10/18/2023	HUGHES SPRINGS ISD	800.00	Rent
78773	10/18/2023	JIMMIE RAY AYERS	800.00	Rent
78774	10/18/2023	KIM'S CONVENIENCE STORES	212.77	Vehicle Fuel
78775	10/18/2023	LINDEN FUEL CENTER	1,008.94	Vehicle Fuel
78776	10/18/2023	LUMINOUS SERVICES LLC	186.16	Bldg. Maint - Cleaning Svcs
78777	10/18/2023	MICHAEL NOE	825.00	Client Assistance
78778	10/18/2023	MJS MANAGEMENT	136.00	Client Assistance
78779	10/18/2023	NAPLES TIRES LLC	219.38	Vehicle Repair
78780	10/18/2023	ODP BUSINESS SOLUTIONS, LLC	232.49	Office Supplies
78781	10/18/2023	PIONEER CROSSING	742.00	Client Assistance
78782	10/18/2023	PITTSBURG CORNER EXPRESS	151.58	Vehicle Fuel
78783	10/18/2023	PRICE RENTALS LLC	1,500.00	Client Assistance
78784	10/18/2023	R. MORGAN, LLC	1,000.00	Rent
78785	10/18/2023	REGION VIII ESC	450.00	Bus Driver Certification
78786	10/18/2023	RELIANT ENERGY	150.00	Client Assistance
78787	10/18/2023	SAM'S CLUB	130.44	HS Classroom Supplies
78788	10/18/2023	SKAGGS TRAVEL STOPS INC.	25.00	Vehicle Fuel
78789	10/18/2023	SMALL BUSINESS ADMINISTRATION	641.00	Rent
78790	10/18/2023	SOUTHWESTERN ELECTRIC POWER	3,408.77	Utilities - Power
78791	10/18/2023	STAPLES CONTRACT AND COMMERCIAL INC	993.64	Office Supplies
78792	10/18/2023	TEXARKANA INDEPENDENT SCHOOL DISTRICT	3,882.00	Rent
78793	10/18/2023	TEXAS DEPARTMENT OF HOUSING & COMMUNITY AFFAIRS	747.00	Grant Refunds
78794	10/18/2023	TOWN PARC	2,000.00	Client Assistance
78795	10/18/2023	TRICO LUMBER CO.	237.14	Bldg. Maint - Bldg. Supplies
78796	10/18/2023	TURNER DAVID K	1,000.00	Rent
78797	10/18/2023	VANCO SYSTEMS, INC.	1,253.41	Copiers - Lease/Copy Charges
78798	10/18/2023	WEX HEALTH, INC.	85.00	Employee Insurance
78799	10/18/2023	WILLIAM MICHAEL BERRY	130.00	Bldg. Maint - AC Maint
78800	10/18/2023	WILLIAMS CHAPEL BAPTIST CHURCH	1,000.00	Rent
78801	10/18/2023	WINDSTREAM	594.27	Utilities - Phone/internet
78802	10/25/2023	AEP-SWEPSCO-EA	1,156.25	Client Assistance
78803	10/25/2023	AMERICAN NATIONAL INSURANCE COMPANY	25.00	Client Assistance
78804	10/25/2023	AT&T	82.43	Utilities - Phone/internet
78805	10/25/2023	ATLANTA UTILITIES	340.00	Client Assistance
78806	10/25/2023	BEN E KEITH CO	5,166.69	HS Grocery

CHECK REGISTER FOR October2023

Check Numbe	Effective Date	Vendor Name	Check Amount	Description
78807	10/25/2023	BI-COUNTY WATER SUPPLY CORP.	1,020.00	Client Assistance
78808	10/25/2023	BLOOMBURG ISD	9,880.00	HS Contracted Teaching Svcs
78809	10/25/2023	BLUE CROSS BLUE SHIELD	43,421.25	Employee Insurance
78810	10/25/2023	BLUE MARLIN INVESTMENT PROPERTIES, LLC	830.00	Client Assistance
78811	10/25/2023	BOB GATES	650.00	Client Assistance
78812	10/25/2023	BOWIE CASS	36.00	Client Assistance
78813	10/25/2023	Brad Sears Rentals	865.00	Client Assistance
78814	10/25/2023	BRANDON ELLIOTT	500.00	Client Assistance
78815	10/25/2023	BRASHEAR WATER SUPPLY CO.	255.00	Client Assistance
78816	10/25/2023	CEAP CARES	57.66	Journal Correction
78817	10/25/2023	CENTERPOINT ENERGY	46.11	Client Assistance
78818	10/25/2023	CENTERPOINT ENERGY ENTEX	129.13	Utilities - Power
78819	10/25/2023	CHAD CLEMENTS	602.00	Client Assistance
78820	10/25/2023	CITY OF ATLANTA	255.00	Client Assistance
78821	10/25/2023	City of Bogata	255.00	Client Assistance
78822	10/25/2023	CITY OF CLARKSVILLE WATER DEPT	558.60	Client Assistance
78823	10/25/2023	CITY OF DAINGERFIELD	1,020.00	Client Assistance
78824	10/25/2023	CITY OF HUGHES SPRINGS	554.38	Utilities - City Svcs
78825	10/25/2023	CITY OF LINDEN	1,096.79	Client Asst / Utilities
78826	10/25/2023	CITY OF LONE STAR	255.00	Client Assistance
78827	10/25/2023	CITY OF MOUNT PLEASANT	1,020.00	Client Assistance
78828	10/25/2023	CITY OF MOUNT VERNON	765.00	Client Assistance
78829	10/25/2023	CITY OF PARIS	1,034.70	Client Assistance
78830	10/25/2023	CITY OF SULPHUR SPRINGS WATER DEPARTMENT	255.00	Client Assistance
78831	10/25/2023	E M C WATER SUPPLY CORP.	1,020.00	Client Assistance
78832	10/25/2023	GREEN MOUNTAIN ENERGY	15.00	Client Assistance
78833	10/25/2023	HARLETON WATER SUPPLY CO.	680.00	Client Assistance
78834	10/25/2023	HEALTHJOY LLC	945.00	Employee Insurance
78835	10/25/2023	Heartland Village - MAIN OFFICE	659.00	Client Assistance
78638	10/25/2023	HIEM Legacy Corp (Magnolia Garden)	(2,769.00)	Client Assistance
78836	10/25/2023	HIEM Legacy Corp (Magnolia Garden)	4,788.00	Client Assistance
78837	10/25/2023	HUGHES SPRINGS ISD	22,750.00	HS Contracted Teaching Svcs / rent
78838	10/25/2023	JIMMY MITCHELL	899.00	Client Assistance
78839	10/25/2023	JOHN YOUNG	14.77	Employee Reimbursement
78840	10/25/2023	KATHY JO RODGERS	298.00	Client Assistance
78841	10/25/2023	LAURIE STIGER	466.00	Client Assistance
78842	10/25/2023	MARGARETT JOHNSON	1,400.00	Client Assistance
78843	10/25/2023	MIMS WATER SUPPLY CO	1,020.00	Client Assistance
78844	10/25/2023	MOUNT PLEASANT HOUSING AUTHOURITY	600.00	Client Assistance
78845	10/25/2023	NARROW PATH PROPERTY MANAGEMENT	195.00	Client Assistance
78846	10/25/2023	NORTH HOPKINS WATER SUPPLY CORP.	255.00	Client Assistance
78847	10/25/2023	ODP BUSINESS SOLUTIONS, LLC	1,050.35	Office Supplies
78848	10/25/2023	PAM MCMICHEAL	471.00	Client Assistance
78849	10/25/2023	PRIMROSE ESTATES	349.00	Client Assistance
78850	10/25/2023	PTL VILLAGE LLC	620.00	Client Assistance

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 TEXANA
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CHECK REGISTER FOR October2023

Check Numbe	Effective Date	Vendor Name	Check Amount	Description
78851	10/25/2023	QUEEN CITY WATERWORKS	211.00	Client Assistance
78852	10/25/2023	REGION VIII ESC	4,000.00	HS Membership
78853	10/25/2023	RELIABLE MANAGEMENT	600.00	Client Assistance
78854	10/25/2023	SOUTHWESTERN ELECTRIC POWER	778.64	Utilities - Power
78855	10/25/2023	TEXANA CSBG A	10.19	Journal Correction
78856	10/25/2023	TEXARKANA WATER UTILITIES	3,026.47	Client Assistance
78857	10/25/2023	TEXAS DEPARTMENT OF HOUSING & COMMUNITY AFFAIRS	1,368.94	Grant Refunds
78858	10/25/2023	THE RESIDENCES ON STILLHOUSE ROAD	1,422.00	Client Assistance
78859	10/25/2023	TORI DALLAS KINGS LLC	441.00	Client Assistance
78860	10/25/2023	TRI SPECIAL UTILITY DISTRICT	1,139.20	Client Assistance
78861	10/25/2023	UPSHUR RURAL ELEC. CORP.	398.18	Client Assistance
78862	10/25/2023	VERIZON WIRELESS	2,639.68	Utilities - Phone/internet
78863	10/25/2023	WAYNE KERBY	576.00	Client Assistance
78864	10/25/2023	WESTERN CASS WATER SUPPLY	255.00	Client Assistance
78865	10/25/2023	WEX HEALTH, INC.	76.54	Employee Insurance
78866	10/25/2023	WOODBIDGE APARTMENTS	490.00	Client Assistance

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 TEXANA
 NEW
 PAYROLL
 CASH
 ACCOUNT

Check Numbe	Effective Date	Vendor Name	Check Amount	Description
6548	10/3/2023	DELTA RHODES	410.03	Final Check
6549	10/16/2023	RACHEL SPRAGUE - MORENO	169.48	Payroll Correction
6550	10/27/2023	BRIDGET JANNISE	906.98	Final Check
6551	10/30/2023	SECELIA HODGES	1,091.59	Final Check
Report Total			<u>260,478.65</u>	

COMMUNITY SERVICES OF NORTHEAST TEXAS

Balance Sheet
As of 10/31/2023

Assets

CASH IN BANK CHECKING	256.97
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	1,833.32
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	639.10
TEXANA ACCOUNTS PAYABLE DISBURSEMENT 2	29,673.97
NEW DISBURSEMENT CHECKING	(28,275.06)
TEXANA CSBG A CHECKING	5,230.77
TEXANA CSBG B CHECKING	6,353.57
TEXANA CSBG DISCRETIONARY CHECKING	9,211.98
TEXANA HEAD START CHECKING	1,000.00
TEXANA CEAP A CHECKING	35,440.75

COMMUNITY SERVICES OF NORTHEAST TEXAS

Balance Sheet
As of 10/31/2023

TEXANA CEAP B CHECKING	3,840.47
TEXANA CBA UNITED HEALTH CARE CHECKING	0.00
TEXANA CBA CIGNA HEALTH SPRING CHECKING	0.00
TEXANA UPSHUR RURAL CHECKING	23,009.26
TEXANA TLC CHECKING	61,320.15
TEXANA LOCAL ADMINISTRATIVE CHECKING	55,471.37
TEXANA PAYROLL CASH ACCOUNT	0.00
TEXANA CLIENT FUNDS FOR SSA BENEFITS	3,677.14
TEXANA TBRA CHECKING	8.31
TEXANA POSTAL ACCOUNT CHECKING	128.94
TEXANA VET SERVICES NOW	7.69
TEXANA BANK YOUTH EMPOWERMENT CHECKING	20,671.68
TEXANA CSBG CARES CHECKING	3.63
TEXANA CEAP CARES CHECKING	6,963.08
TEXANA NEW PAYROLL CASH ACCOUNT	21,499.65
TEXANA EARLY HEAD START CHECKING	500.00
TEXANA CEAP ARP CHECKING	1.80
TEXANA INDIRECT COST RATE CHECKING	412,448.78
TEXANA ATMOS ENERGY 'SHARE THE WARMTH' PROGRAM CHECKING	21,668.31
TEXANA ORGANIZATION PAYEE FUNDS	2,004.00
TEXANA LOW INCOME HOUSEHOLD WATER ASSISTANCE CHECKING	52,070.83
TEXANA TEXAS HOMEOWNER ASSISTANCE FUND	0.52
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	451,893.58
GRANT RECEIVABLE-ATC	0.00
GRANT RECEIVABLE-TIT	0.00
INDIRECT COST RECEIVABLE	56,550.12
EMPLOYEE ADVANCE	0.00
GRANTS RECEIVABLE - USDA	0.00
PROMISES TO GIVE	0.00
DUE FROM OTHER FUNDS	0.00
DUE FROM DHS MEALS	0.00
DUE FROM WEATHERIZATION	0.00
DUE FROM FEMA	0.00
DUE FROM ETCOG	0.00
DUE FROM CEAP	0.00
DUE FROM DHS TRANSPORTATION	0.00
DUE FROM HOUSING	0.00
DUE FROM LOCAL ADMIN	0.00
RENTAL HOME DEPOSITS	0.00
PREPAID RENT	9,804.50
Prepaid Expense	0.00
PREPAID WORKERS COMP	0.00
PREPAID INSURANCE	8,811.10
PREPAID MAINTENANCE	0.00
Total Current Assets	1,273,720.28

COMMUNITY SERVICES OF NORTHEAST TEXAS

Balance Sheet
As of 10/31/2023

Long Term Assets	
PROPERTY & EQUIPMENT	2,970,070.51
LAND	0.00
BUILDINGS	0.00
EQUIPMENT	0.00
ACCUMULATED DEPRECIATION	(1,528,217.26)
Total Assets	<u>2,715,573.53</u>
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	0.00
TEXANA ACCOUNTS PAYABLE	391,405.66
STATE UNEMPLOYMENT TAXES	0.00
Sales Tax Payable	0.00
WORKERS COMP PAYABLE	0.00
SUPPLEMENTAL INSURANCE PAYABLE	0.00
EMPLOYEE PORTION HLTH INS PAYABLE	0.00
Employee Insurance Repayment	0.00
Short Term Disability Payable	0.00
Long Term Disability Payable	0.00
DENTAL INSURANCE PAYABLE	0.00
VISION INSURANCE PAYABLE	0.00
HSA CONTRIBUTIONS PAYABLE	0.00
CAFETERIA PLAN PAYABLE	0.00
AUL CONTRIBUTIONS PAYABLE	0.00
LIFE/DISABILITY INSURANCE	0.00
COBRA PREMIUMS PAYABLE	0.00
RETIREMENT PAYABLE	0.00
GARNISHED WAGES PAYABLE	0.00
INSURANCE W/H	0.00
MISCELLANEOUS PAYABLE	0.00
PAYROLL LIABILITIES - AUDIT	0.00
ACCRUED LIABILITIES	0.00
NOTE PAYABLE	197,190.00
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	77,539.91
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

COMMUNITY SERVICES OF NORTHEAST TEXAS

Balance Sheet
As of 10/31/2023

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	<u>666,135.57</u>
Net Assets	
NET ASSETS	69,642.18
NET ASSETS - EQUIPMENT	0.00
NET ASSETS - NON FEDERAL	0.00
NET ASSETS - SFSP	0.00
NET ASSETS - CHIPS	0.00
NET ASSETS - PROPERTY	0.00
PRIOR PERIOD ADJUSTMENTS	0.00
Total Current Net Assets	<u>69,642.18</u>
Excess Revenues over Expenditures	<u>1,979,795.78</u>
Total Liabilities and Net Assets	<u>2,715,573.53</u>

Community Services of Northeast Texas
December, 2023

COMMUNITY SERVICES BOARD REPORT



TEXAS VETERANS COMMISSION GRANT

Operation of the Vet Services Now Program became effective July, 2023. We have assisted individuals with child care, dental services, transportation, mortgage and rent. We have served 40 households since our program began.

For the month of October, 2023, our Veterans Grant has paid \$6893.43. We have paid \$50,126.72 cumulatively for 2023.

CEAP/LIHWAP

For the month of October, 2023, our CEAP Supplemental Grant has paid \$100,611.84 and \$987,915.80 cumulatively for 2023.

LIHWAP has paid \$142,816.15 cumulatively for 2023.

CSBG/TBRA

Our Community Services Block Grant (CSBG), Transition out of Poverty (TOP) Program currently has 25 individuals enrolled with a goal of transitioning 17 individuals to self-reliance by the end of 2023. Six of the 17 have successfully met this goal so far this year. We have just started our CSBG Reentry Program and our Reentry Case Manager has his first 2 clients.

CSBG Direct Client Expenses for the month of October are \$3096.59 and \$31343.15, to date.

Our Tenant Based Rental Assistance Program has been renewed for three years as of June, 20, 2023. For the month of October, 2023, our TBRA program has paid \$15,676.00. At this time, we are actively serving 46 households. We have 7 households pending final acceptance into the program as well.

Nov. 2023

HR Report

Headcount as of 11/28/2023 is 103

Headcount



Campus Director for Atlanta

New Hires



1 Campus Director
1 Service Manager
1 Case Manager

Terms

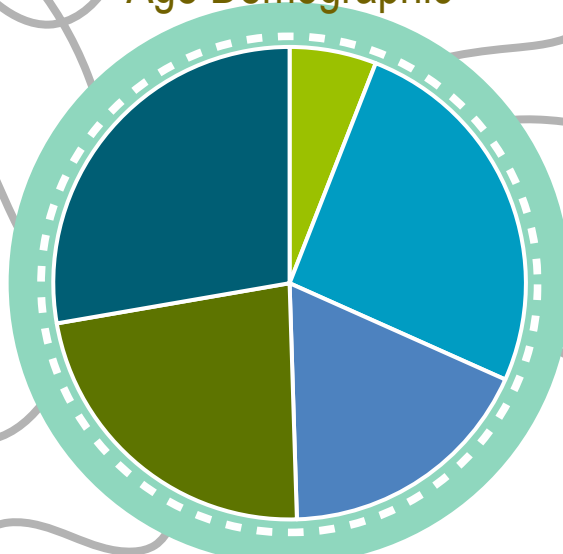


Teacher for Atlanta, New Boston, Subs, FSW for Atlanta, Hughes Springs, IT Asst. TA in TXK, Deputy Director and Assist. Payroll Clerk

Vacancies



Age Demographic



■ > 29 ■ 30-39 ■ 40-49 ■ 50-59 ■ 60+



PL Hours

976.76 hours for the month



LWOP

206.5 hours for the month



Sub Hours

564.25 hours for the month



Savings

(\$1568.03) for the month

Payee Services Report

Month of : October 2023

Number of beneficiaries: 7

Total Funds Received: \$ 6,719.00

Total Expenses Managed: \$ 7,499.26

MONTHLY total on hold for Beneficiaries:

TOTAL on hold for Beneficiaries:

Expenditures

Rent: \$ 1903.00

Utilities: \$ 736.06

Food: \$ 0.00

Medical: \$ 35.08

Other: \$ 155.44

Transfer for beneficiary use: \$ 4,102.00

Total collected for FFS: \$364.00

VSN OCTOBER 2023

CATEGORIES	VET	SURVIVING SPOUSE	DEPENDENTS	TOTAL SPENT
UTILITIES	10	0	6	\$4,466.97
RENT/ MORTGAGE	8	0	5	\$8,804.27
DENTAL	1	0	3	\$1,193.00

KELSY NICKLEBERRY
VSN CASE MANAGER

Service Department Report

NOVEMBER, 2023

Service Department

Department makeup

3 full time employees

0 temporary employees

0 Head Start employees under temporary supervision.

Head Start Transportation

Cost per child to transport:

Transportation Costs:

	Children	Staff	Children	Staff
Vehicle Maintenance cost (Campus)				YTD =
Vehicle Maintenance cost (Buses)				YTD =
Vehicle Maintenance cost (Exec. Office)				YTD =
Vehicle fuel cost (Gas Campus)			332.90	YTD = 1,189.43
Vehicle fuel cost (Exec. Office)			734.06	YTD = 2,584.06
Vehicle fuel cost (BUS CAMPUS)			116.76	YTD = 805.76
Vehicle insurance cost (Buses)				YTD =
Vehicle driver cost buses				YTD =
Total transportation cost:			1,183.72	
Total number transported:			123	

Monthly Vehicle Cost Summary

Nov-23

By Program

	Fuel	Repairs	
TBRA	-	-	
CSBG	364.15	383.61	
CEAP	-	-	
VSN	240.95	-	
			<u>988.71</u>

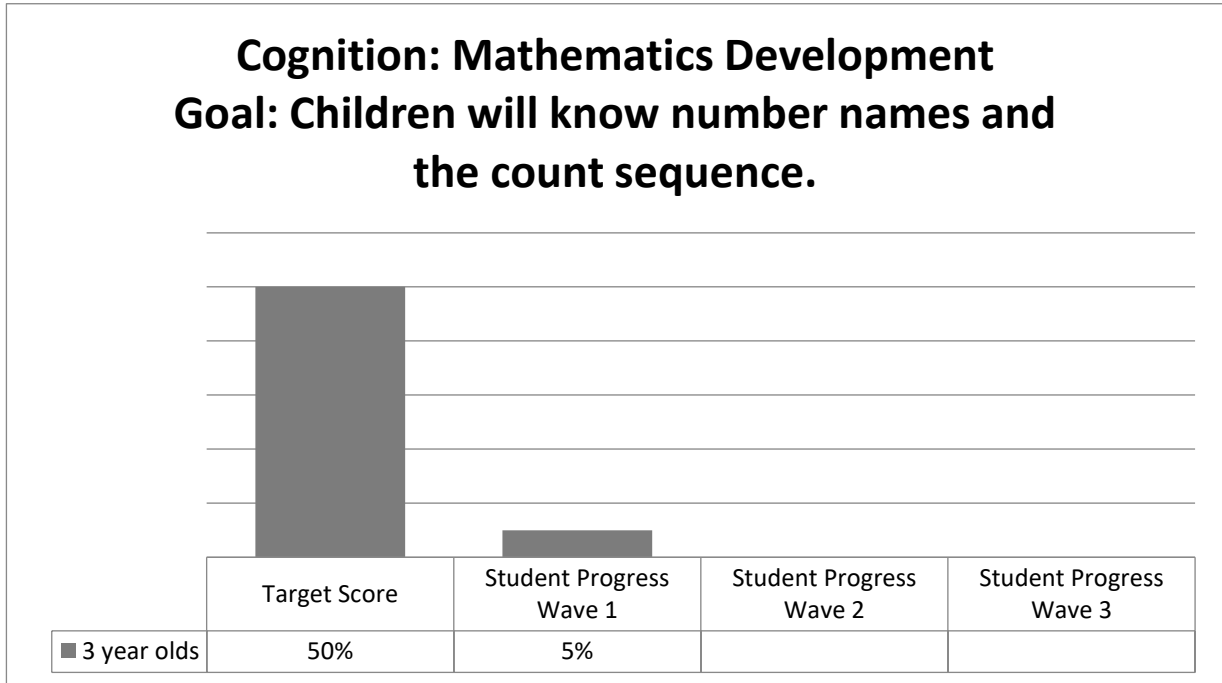
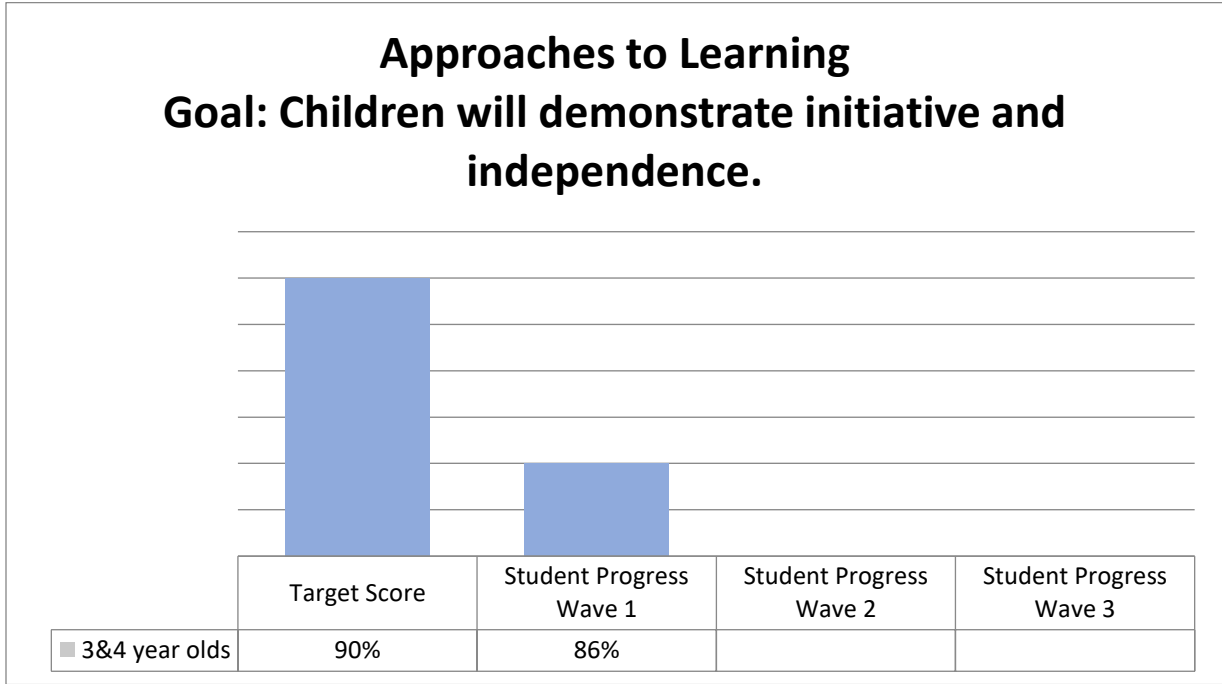
By Location

	Fuel	Repairs	
Jefferson	169.29	-	
Linden	269.78	383.61	
Linden Shop	45.55	-	
Daingerfield	120.48	-	
	-	-	
			<u>988.71</u>

By Vehicle

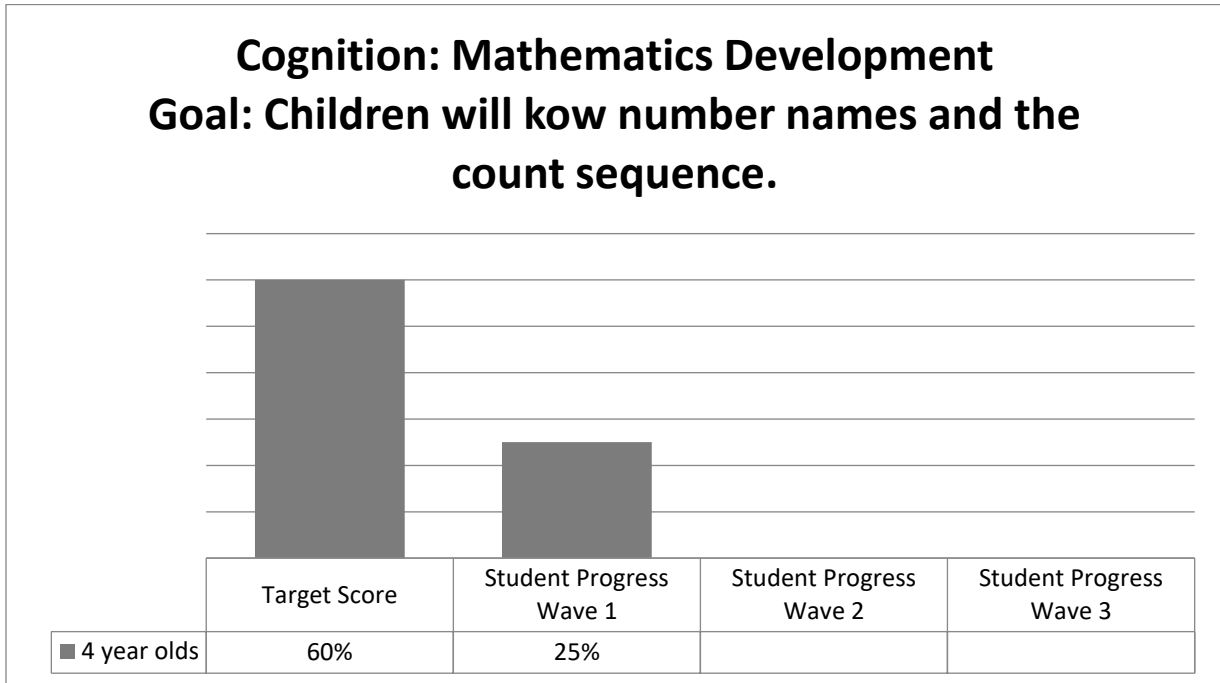
#	Fuel	Repairs	Total	Location
801	-	-	-	Linden Shop
838	207.63	-	207.63	Linden
881	-	256.97	256.97	Linden
882		72.54	72.54	Linden
885	62.15	-	62.15	Linden
886	45.55	-	45.55	Linden Shop
888		54.10	54.10	Linden
889	120.48	-	120.48	Daingerfield
890	169.29	-	169.29	Jefferson
		-	-	Linden
		-	-	Linden
			<u>988.71</u>	

CSNT Head Start
School Readiness Performance Data Report
Head Start
2023-2024



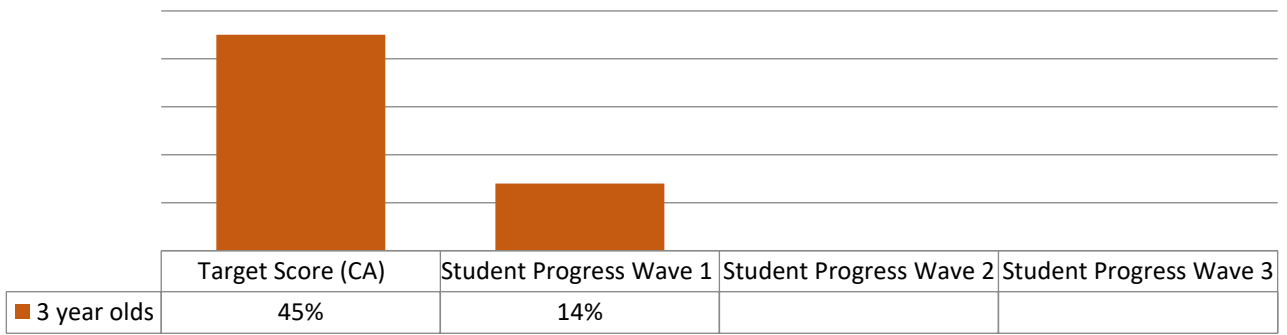
Percentages are based on actual data from Frog Street/Circle Assessment.

CSNT Head Start
School Readiness Performance Data Report
Head Start
2023-2024

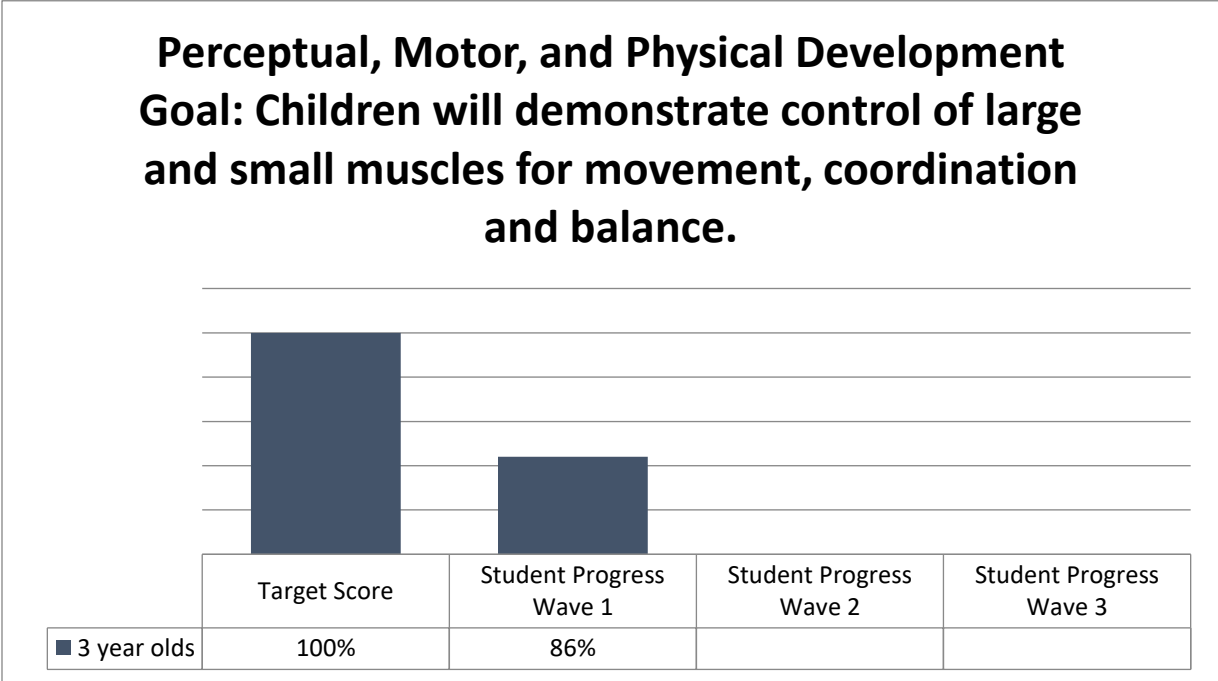
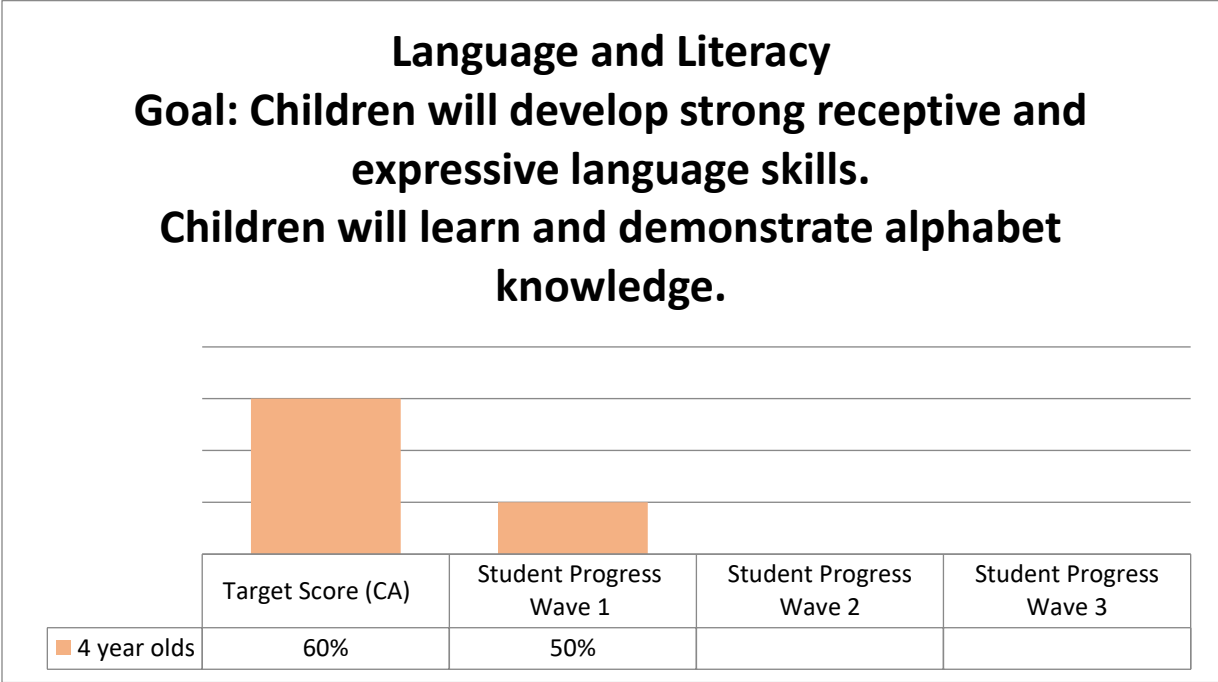


CSNT Head Start
School Readiness Performance Data Report
Head Start
2023-2024

Language and Literacy
Goal: Children will develop strong receptive and expressive language skills.
Children will learn and demonstrate alphabet knowledge....



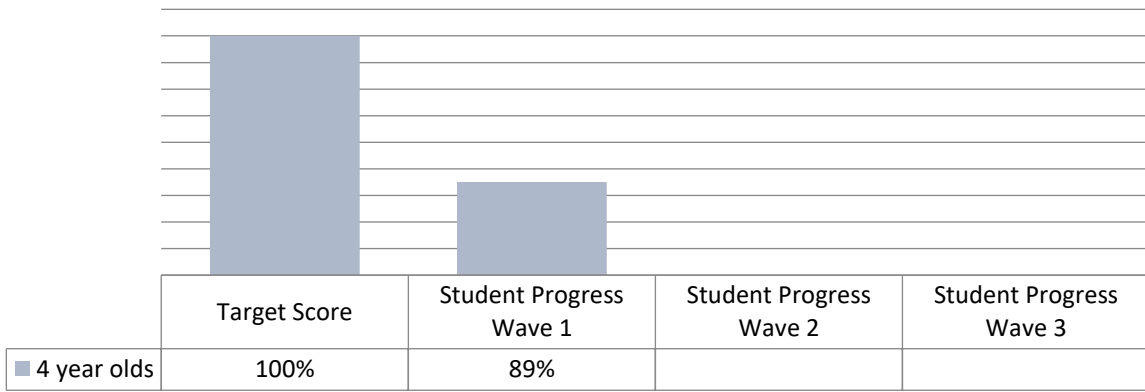
CSNT Head Start
School Readiness Performance Data Report
Head Start
2023-2024



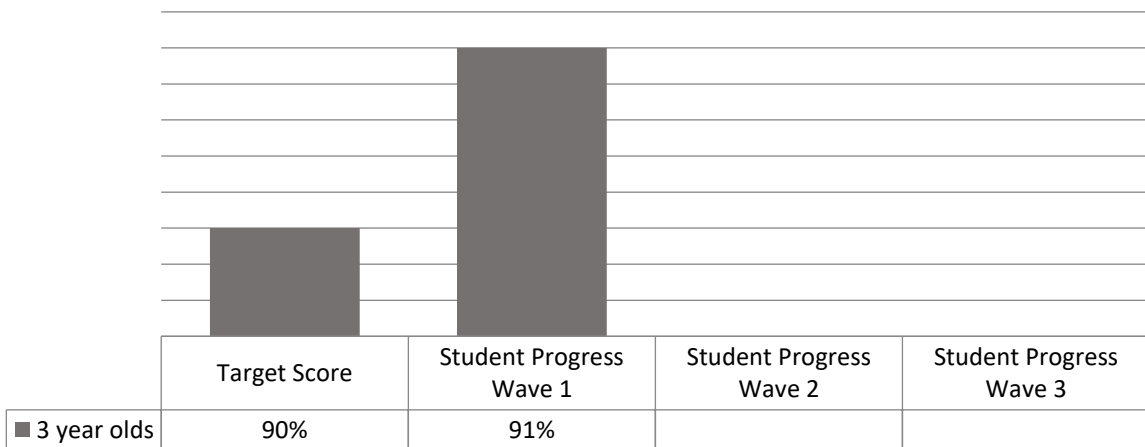
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CSNT Head Start
School Readiness Performance Data Report
Head Start
2023-2024

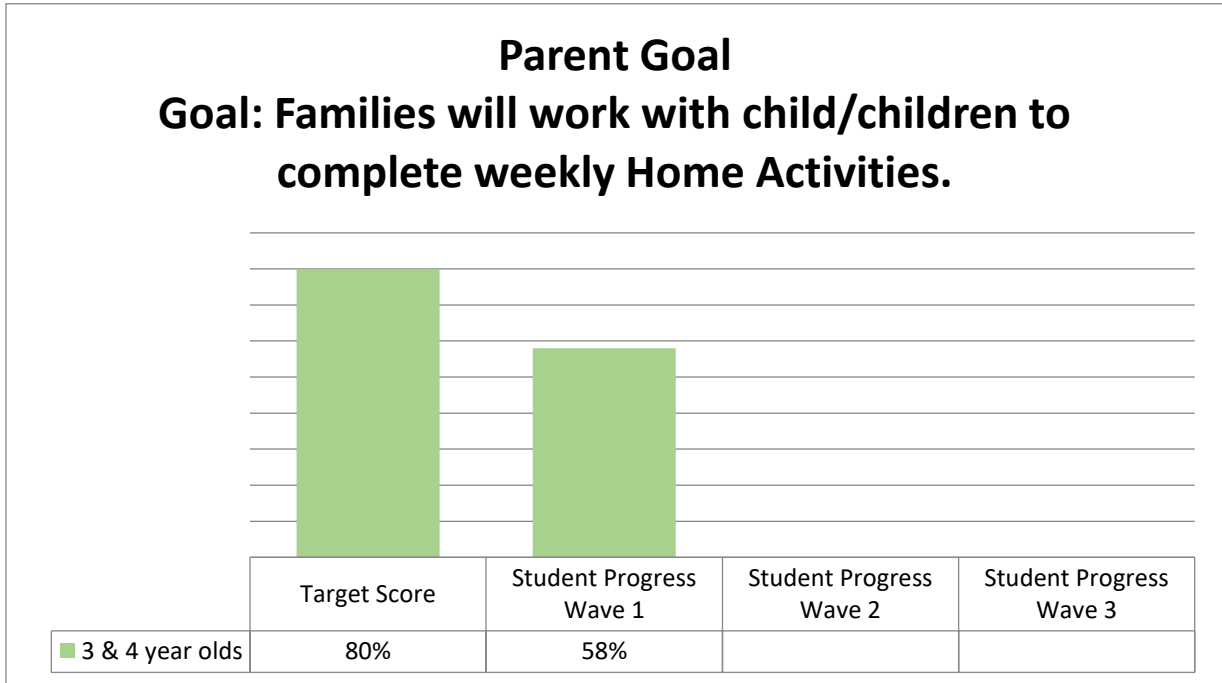
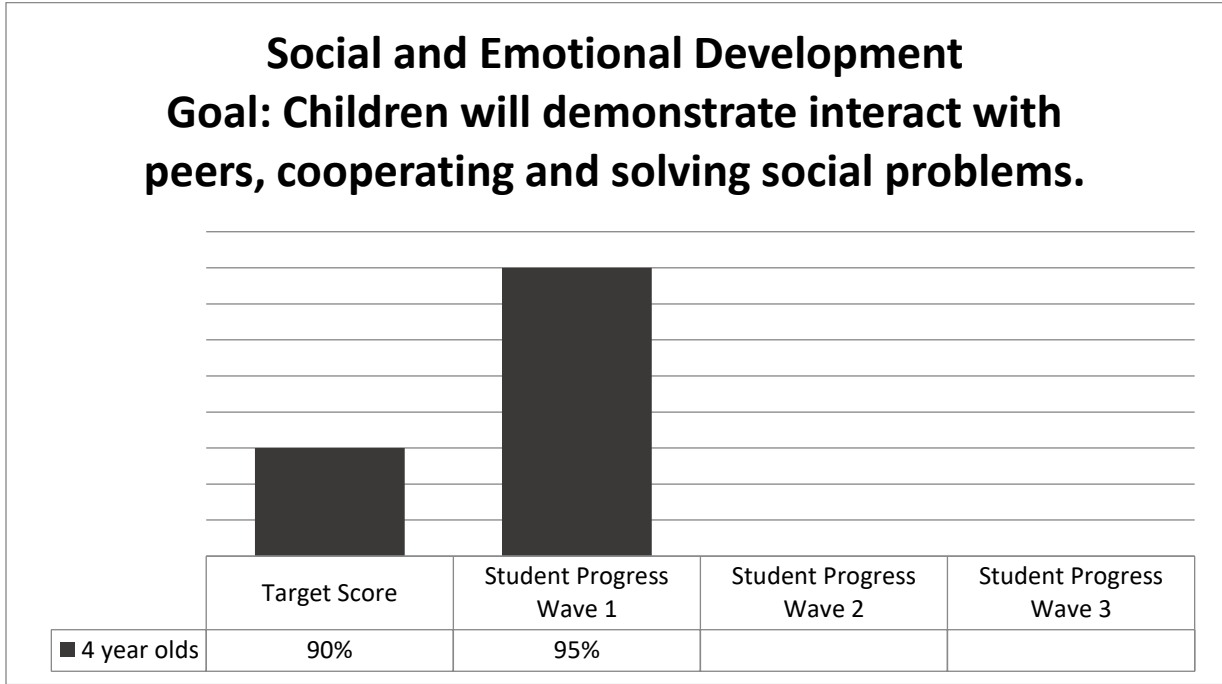
Perceptual, Motor, and Physical Development
Goal: Children will control of large and small muscles for movement, coordination and balance.



Social and Emotional Development
Goal: Children will demonstrate interact with peers, cooperating and solving problems.



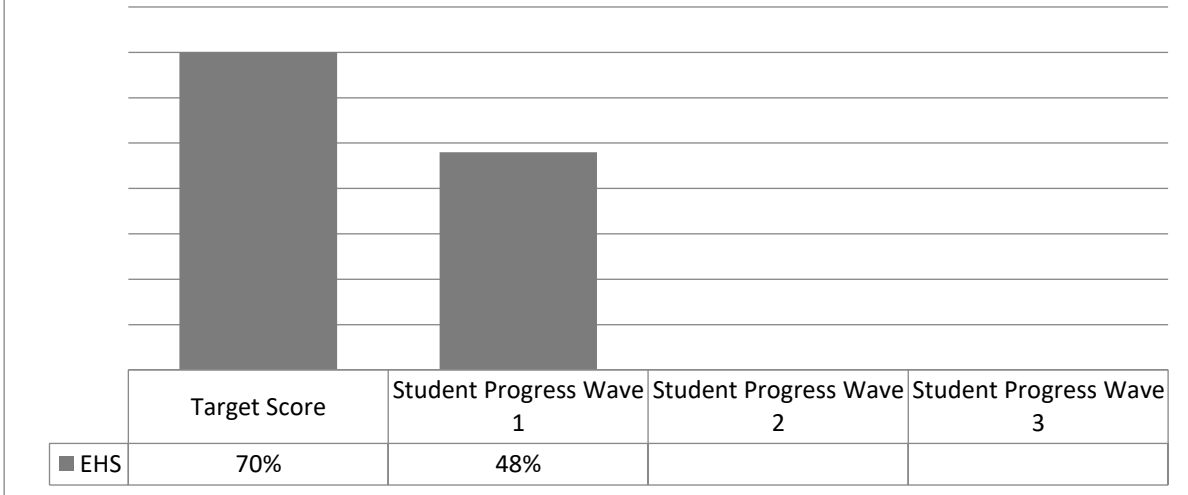
CSNT Head Start
School Readiness Performance Data Report
Head Start
2023-2024



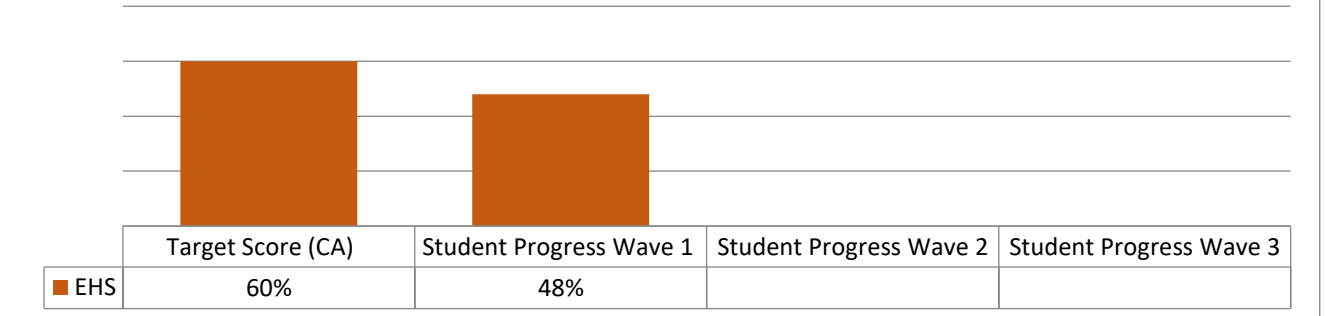
Percentages are based on actual data from Frog Street/Circle Assessment.

CSNT Head Start
School Readiness Performance Data Report
Early Head Start
2023-2024

Cognition: Mathematics Development
Goal: Children will know number names.



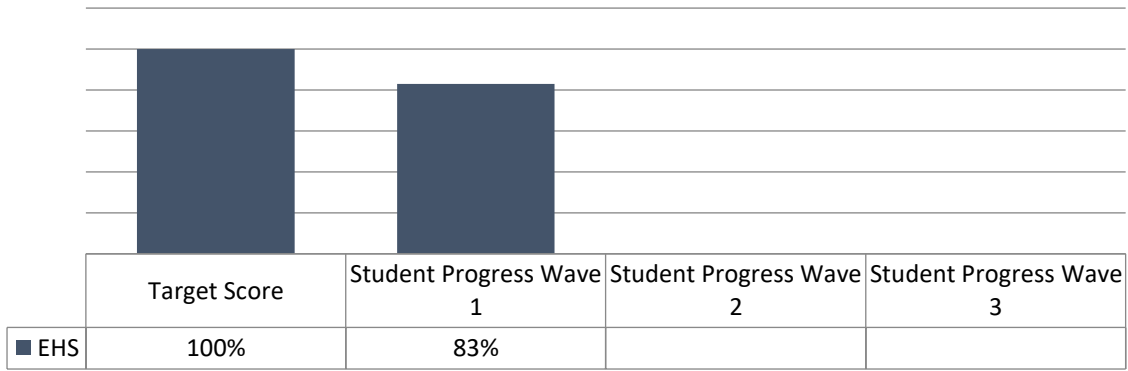
Language and Literacy
Goal: Children will develop strong receptive and expressive language skills.
Children will learn and demonstrate alphabet knowledge....



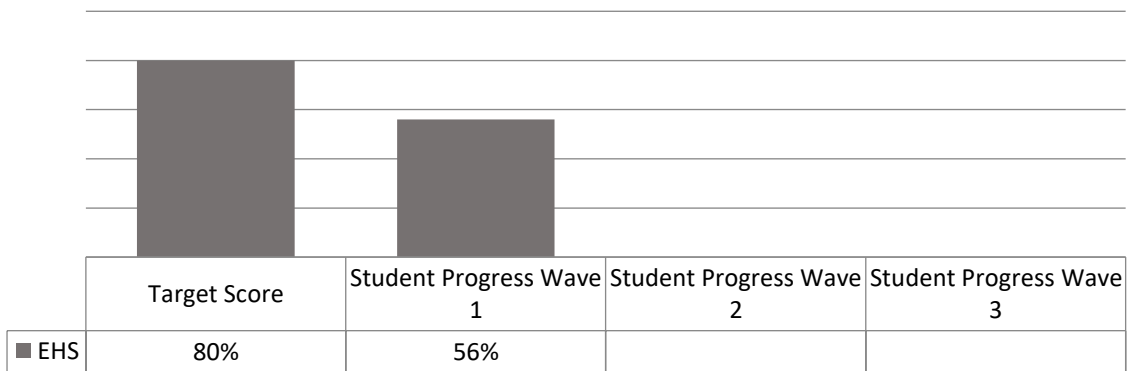
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CSNT Head Start
School Readiness Performance Data Report
Early Head Start
2023-2024

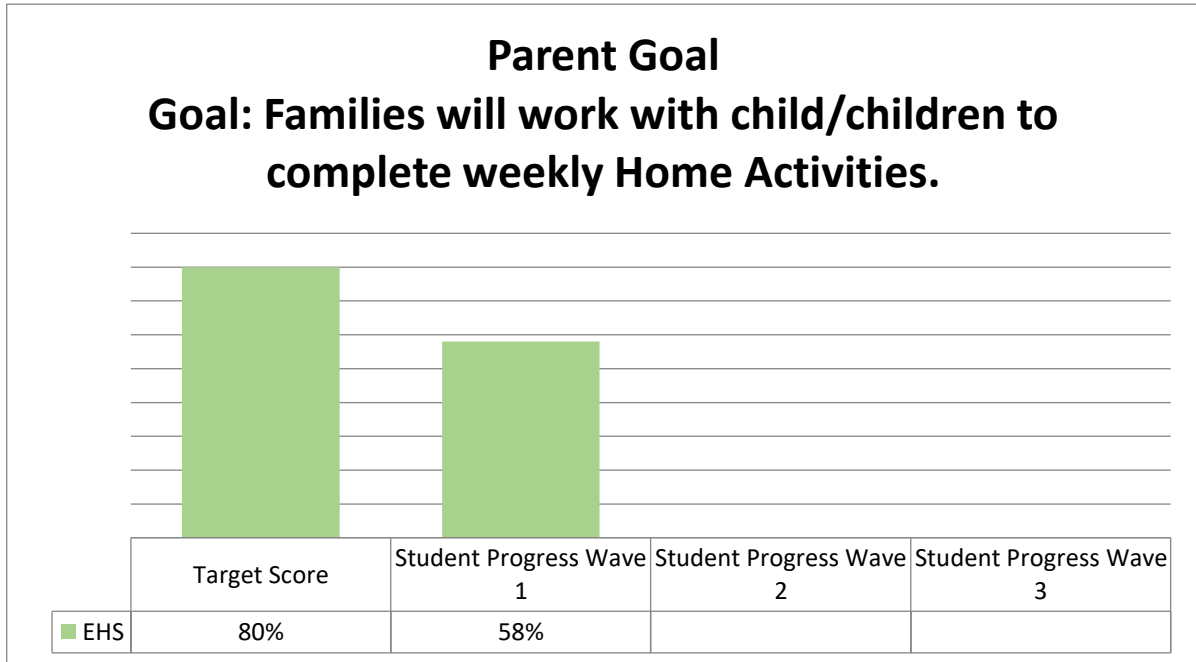
Perceptual, Motor, and Physical Development
Goal: Children will demonstrate control of large and small muscles for movement, coordination and balance.



Social and Emotional Development
Goal: Children will demonstrate interact with peers, cooperating and solving social problems.



CSNT Head Start
School Readiness Performance Data Report
Early Head Start
2023-2024



Percentages are based on actual data from Frog Street/Circle Assessment.

Parent, Family, and Community Engagement Framework School Readiness Goals 2023-2024

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

Objective: 85% of all students will complete health requirements. **65%**

Action Steps:

1. 87% compliance of all EPTSD physical requirements. **71%**
2. 92% Compliance on initial physicals. **63%**
3. 85% Compliance on all six month dentals. **75%**
4. 85% compliance on lead and hemoglobin. **52%**

2. Goal: Parents will increase family engagement skills.

Objective: 80% of Parents will participate in Family Engagement Activities. **35%**

Action Steps:

1. 40% Parent Meeting Attendance **22%**
2. 75% participation in Read Across America. - **NA**
3. 80% Ready Rosie Parent Participation-**49%**

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

Objective: 80% of parents will complete activities that will ensure their child is ready to transition to ISD campus. **76%**

Action Steps:

1. 85% parent participation in Home Visits and Parent Teacher Conferences. **91%**
2. 80% completion of home activities. **61%**
3. 80% participation at the end of the year transition meeting. **NA**

4. Goal: Parent and Staff will participate in Mental Wellness activities.

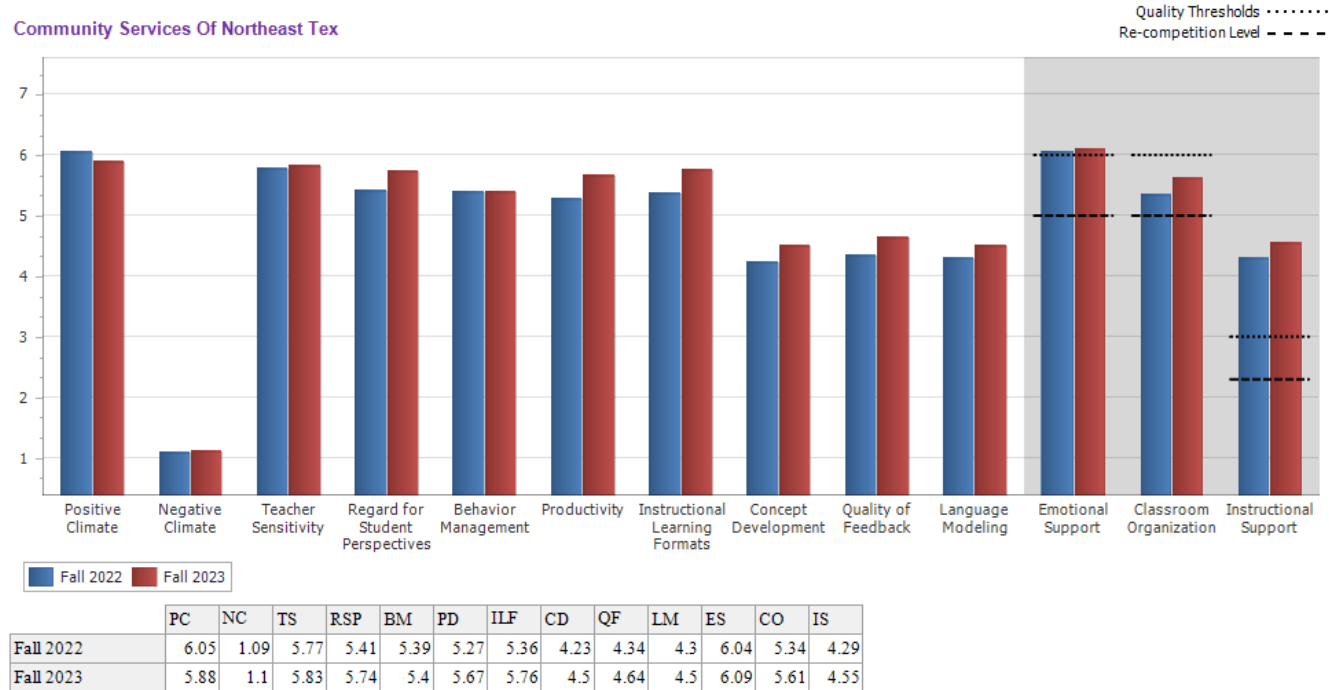
Objective: 90% of parents and staff will participate in mental wellness activities. **77%**

Action Steps:

1. 50% participation in quarterly staff wellness activity. **30%**
2. 80% of parents will receive a quarterly Health/Wellness Newsletter. **100%**
3. 90% participation in staff wellness training. **100%**

CSNT CLASS Program Scores-Head Start **Fall 2022** Vs. **Fall 2023**

Pre-K-CLASS Averages



Competitive Thresholds	Quality Thresholds	CSNT CLASS Scores Fall 2022	CSNT CLASS Scores Fall 2023
Emotional Support-5	Emotional Support-6	Emotional Support-6.04	Emotional Support 6.09
Classroom Organization-5	Classroom Organization-6	Classroom Organization-5.34	Classroom Organization 5.61
Instructional Support-2.3	Instructional Support-3	Instructional Support-4.29	Instructional Support 4.55

***Fall 2022**-Out of 22 classroom, we had 4 new teachers and 1 teacher’s assistant conducting the duties as a teacher.

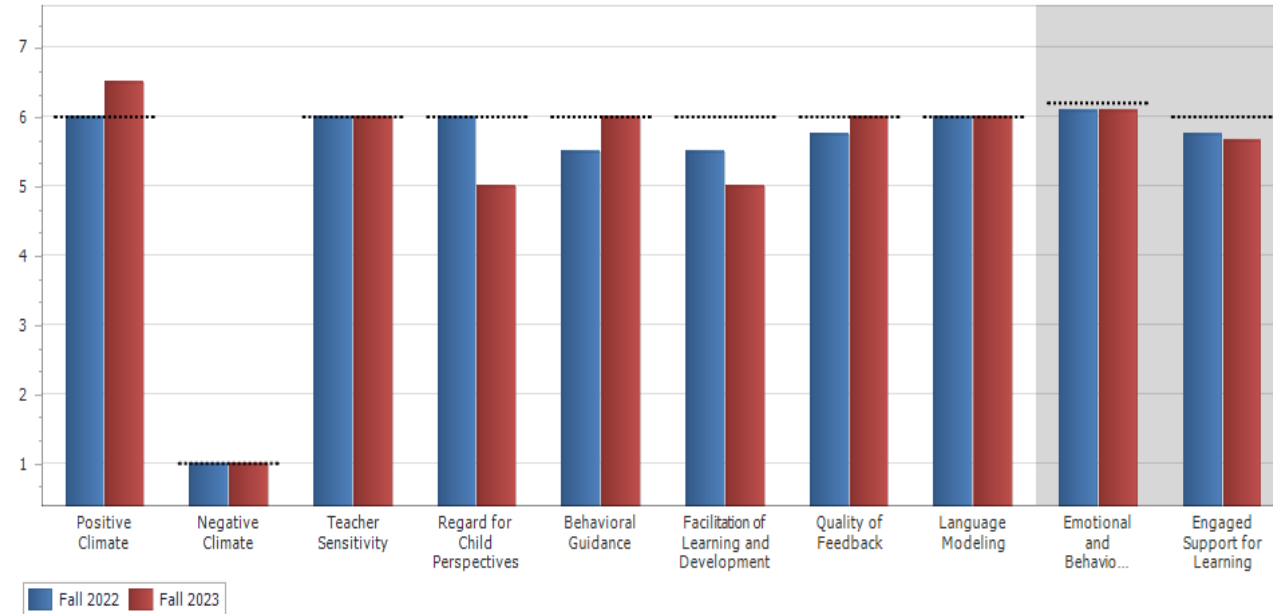
***Fall 2023**-Out of 22 classrooms, we have 4 new teachers and 1 classroom wasn’t observed because of shortage of staff and no lead teacher.

CSNT CLASS Program Scores **Fall 2022** Vs. **Fall 2023**

Early Head Start Averages-Toddlers

Community Services Of Northeast Tex

Quality



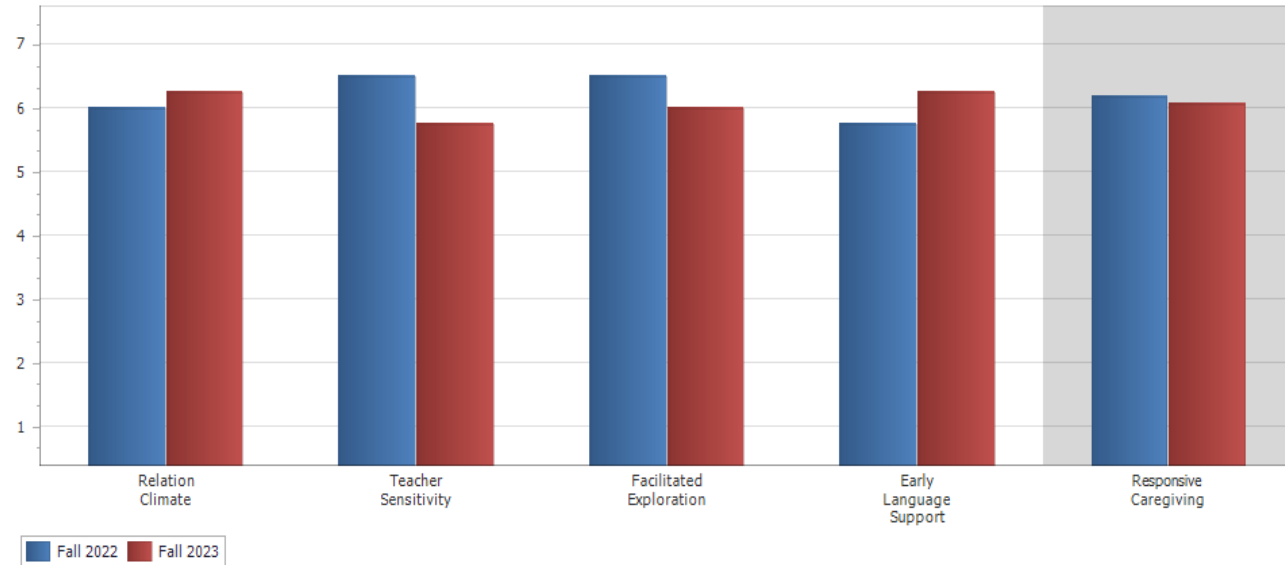
	PC	NC	TS	RCP	BG	FLD	QF	LM	EBS	ESL
Fall 2022	6	1	6	6	5.5	5.5	5.75	6	6.1	5.75
Fall 2023	6.5	1	6	5	6	5	6	6	6.1	5.67

Quality Thresholds	CSNT CLASS Scores Fall 2022	CSNT CLASS Scores Fall 2023
Emotional and Behavioral Support 6.00	Emotional and Behavioral Support 6.10	Emotional and Behavioral Support 6.10
Engaged Support for Learning 6.00	Engaged Support for Learning 5.75	Engaged Support for Learning 5.67

CSNT CLASS Program Scores **Fall 2022** Vs. **Spring 2023**

Early Head Start Averages-Infants

Community Services Of Northeast Tex



	RC	TS	FE	ELS	RCG
Fall 2022	6	6.5	6.5	5.75	6.19
Fall 2023	6.25	5.75	6	6.25	6.07

Quality Thresholds	CSNT CLASS Scores Fall 2022	CSNT CLASS Scores Fall 2023
Early Language Support 6.00	Early Language Support 5.75	Early Language Support 6.25
Responsive Caregiving 6.00	Responsive Caregiving 6.19	Responsive Caregiving 6.07

***Fall 2022**-We had a new teacher in the classroom.

***Fall 2023**-We have a new teacher in the classroom.

CSNT Head Start 2023-2024 Program Goals Progress Report

Program Goal 1: Strengthen comprehensive Health Services within the program.					
Year Four Objective One Outcome: 87% of parents will obtain (EPDST) health requirements for their children					
Fall Progress	71%	Winter Progress		Spring Progress	
Program Goal 1 Challenges: Parents understanding the importance of completing health steps					

Program Goal 1: Strengthen comprehensive Health Services within the program.					
Year Four Objective Two Outcome: 90% of parents/staff will participate in wellness activities					
Fall Progress	77%	Winter Progress		Spring Progress	
Program Goal 1 Challenges: Parents/staff feeling connected to the activities offered					

Program Goal 2: Provide Comprehensive School Readiness					
Year Four Objective One Outcome: 70% of Head Start children will name upper and lowercase letters					
Fall Progress	32%	Winter Progress		Spring Progress	
Program Goal 2 Challenges: Teachers individualizing according to the data in the child assessment system					

Program Goal 2: Provide Comprehensive School Readiness					
Year Four Objective Two Outcome: 75% of children will sequence count to 50					
Fall Progress	15%	Winter Progress		Spring Progress	
Program Goal 2 Challenges: Teachers individualizing according to the data in the child assessment system					

Program Goal 2: Provide Comprehensive School Readiness.					
Year Four Objective Three Outcome: <u>Head Start</u> - 6 (Quality Score) in CLASS Emotional Support (ES) And Classroom Organization (CO) and 3 (Quality Score) increase in Instructional Support (IS) <u>Early Head Start</u> – Emotional & Behavior score of 6 and Engaged Learning score of 6 and Responsive Caregiving score of 6					
Fall Progress	ES 6.09 CO 5.61 IS 4.55 EB 6.1 EL 5.67 RC 6.07	Winter Progress	ES CO IS EB EL RC	Spring Progress	ES CO IS EB EL RC
Program Goal 2 Challenges: Staff turnover, Teacher motivation, lack of understanding concepts					

Program Goal 2: Provide Comprehensive School Readiness					
Year Four Objective Four Outcome: 85% of Early Head Start children will demonstrate interactions with their peers					
Fall Progress	56%	Winter Progress		Spring Progress	
Program Goal 2 Challenges: Teachers individualizing according to the data in the child assessment system					

Program Goal 3: Increase Parent Involvement in the Head Start Program					
Year Four Objective One Outcome: 70% of parents will be involved in their child’s education					
Fall Progress	56%	Winter Progress		Spring Progress	
Program Goal 3 Challenges: Parent’s ability to participate in activities due to other commitments such as work or family responsibilities					