



**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

## AGENDA

January 24, 2018 @ 12:00 Noon  
304 E Houston, Linden, Texas 75563

*Brant Allen, Board Chairman • Dan 'Lucky' Boyd, CCAP, NCRT, Executive Director*  
*If you need assistance with physical accessibility to the meeting, please call 903-756-5596 x 201*

### 1. Call Meeting to Order

### 2. Establishment of a Quorum

### 3. Approval of Minutes from 12/6/2017 ☼

### 4. Approval of Agenda ☼

### 5. Chairman's Comments and Recognitions

### 6. Training/Presentations

A. Board Orientation

### 7. Committee Reports and Information

A. Planning & Evaluation (Chair reminds members that the entire board is a member of this committee, also known as the Strategic Planning Committee.

B. Personnel – This committee met as a whole board to approve job descriptions, pay scales, etc., in November.

C. Finance – Jarred, Gilmore & Phillips, PA, is the auditor for FYE 9/30/2017 (Org Std 8.1, 8.2, 8.3)

D. Executive – This committee meets only when necessary.

E. Nominating – This committee must met in August

F. ByLaws – NO ACTION YET.

**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) Human Resources Report (Org. Std. 5.9)
- 2) Service Department Report Transportation Report (Org. Std. 5.9)
- 3) Head Start Report (Org. Std. 5.9)
- 4) Community Services (Org. Std. 5.9)

#### C. Discuss/Approve Disability Waiver Request Grant# 06CH7174/04 ☼

**9. Staff Reports**

- A. Financial Report .....Org. Std 8.7.....Shelley Mitchell
- B. Tenant Based Rental Assistance.(verbal).....Org. Std.5.9.....Julie Kolacki
- C. Payee Services...(verbal).....Org. Std. 5.9.....Holly Gardner

**10. Executive Director’s Report**

- A. Executive Director Comments

**11. Discussion Items**

- A. None schedule

**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 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.

**14. Required Action from Executive Session**

**15. Adjourn Board Meeting**

☒ Requires Board Vote

Community Services of Northeast Texas, Inc  
MINUTES  
Board Meeting  
December 6, 2017 - 12:00 Noon  
**510 E Bonham**  
**Jefferson, Texas 75657**

**Board Members Present**

Brant Allen, Chairman

*Democratically selected by New Boston Housing Authority, Poverty Sector*

Reagan Lee

*Representing Linden-Kildare CISD, Private Sector*

Gus Gustafson

*Representing Linden Economic Development Corporation*

Kimberly Cook

*Representing Woodforest Bank, Private Sector*

Judge Lynda Munkres

*Morris County Judge, Public Sector*

Stacia Waters

*Democratically selected by Atlanta Property Management, Poverty Sector*

April Bennett

*Democratically selected by Head Start Policy Council, Poverty Sector*

Brenda Swisher, Secretary

*Representing Cass County Mayor Clarence Burns, Public Sector*

Donna Early, Treasurer

*Representing Cass County Judge Becky Wilbanks, Public Sector*

*Seated:*

*Lisa Martin*

*Democratically selected by Hughes Springs Housing Authority, Poverty Sector*

*Dr. Arcolia Jenkins*

*Representing Creating Opportunities in Marion County, Private Sector*

**Board Members Absent**

Ross Hyde, Vice-Chairman

*Representing State Representative, Gary VanDeaver, Public Sector*

## Board Minutes Checklist:

### Organizational Standard 1.1

Number of low-income persons participating: zero

Is Policy Council represented?  Yes  No

Is the Policy Council representative low-income?  Yes  No

Is there an attorney on the board?  Yes  No

Is a contract in place for an attorney:  Yes  No

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

Is there a finance expert on the board?  Yes  No

Were minutes submitted from advisory groups?  Yes  No

Were minutes submitted from committee meetings?  Yes  No

Were any of the following discussed during the meeting?

Recruitment documents  Yes  No

Solicitation materials  Yes  No

Final board membership list  Yes  No

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

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

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

### CALL TO ORDER

Brant Allen, Chairman called the meeting to order at **12:34 p.m.**

Quorum: established by Dan Boyd, Executive Director, **nine** members of ten available

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### MINUTES

Motion: April Bennett moved to approve the November 1, 2017 minutes

Second: Judge Lynda Munkres

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

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### AGENDA

Motion: Brenda Swisher, Secretary moved to accept the agenda with changes. An addition to Item D. Added form Safety Checklist.

Second: Stacia Waters, Parliamentarian

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

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### CHAIRMAN'S COMMENTS AND RECOGNITIONS

Recognized guests attending Annual Meeting.

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## **TRAINING / PRESENTATIONS**

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Naples Head Start Campus Director Felicia Williams made a presentation with a video involving children attending Naples Head Start on “Being Healthy.”

Shirley Baker and Venus Hornbuckle addressed the board with Head Start Monitoring questions for future interviews.

Dan Boyd presented Part 1 of Board Roles and Responsibilities training. Part 2 will be presented at the January board meeting.

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## **COMMITTEE REPORTS**

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- A. Planning & Evaluation – (Chair reminds members that the entire board is a member of this committee, also known as the Strategic Planning Committee)
- B Personnel – This committee should meet in July to approve job descriptions, pay scales, etc.
- C Finance – Finance Committee met at 10:45 and came to the consensus of keeping Jarred, Gilmore & Phillips, PA as the auditor for CSNT for the next four years.
- D Executive – This committee meets only when necessary, usually because of succession
- E Nominating – Scheduled for 11am, Sept. 13, 2017, Nominating committee met, discussed slate for the October meeting to take effect in December.
- F ByLaws – This committee should set a meeting for early June, and report at June meeting. The Chair may make changes to committee rosters/develop new committees.

No reports discussed.

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## **Action Items**

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### **A. Seat New Board Member(s)**

The final two seats were seated for the board to complete a 12 member board.

Lisa Martin was democratically elected by clients of Hughes Springs Housing Authority to represent low-income clients and complete the poverty sector.

Motion: April Bennett

Second: Stacia Waters, Parliamentarian

Dr. Arcolia Jenkins was selected by Creating Opportunities in Marion County to complete the private sector.

Motion: Stacia Waters, Parliamentarian

Second: Judge Lynda Munkres

**B. Approve Consent Agenda**

1. Human Resources Report (Org. Std. 5.9)
2. Service Department Reports (Org. Std. 5.9)
3. Head Start Report (Org. Std. 5.9)
4. Community Services and Nutrition Reports (Org. Std.5.9)

Motion: Stacia Waters, Parliamentarian moved to accept the Consent Agenda

Second: Reagan Lee

When asked, Board stipulated that no further discussion needed on consent items and no item to remove

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

**C. Discuss / Approve Installation of Officers**

Discuss and approved installation of officers voted on in November's board meeting.

Motion: April Bennett

Second: Judge Lynda Munkres

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

**D. Discuss / Approve Recommendations Health Services Advisory Committee Advisory**

- a. Medical/Dental home from update
- b. CSNT Physical form
- c. TB Questionnaire
- d. Lead Exposure Questionnaire
- e. Safety Checklist

Motion: Gus Gustafson

Second: Donna Early

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

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**STAFF REPORTS**

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Financial Report – Prepared and presented by Shelley Mitchell, Finance Director (Org Std 8.7)

Adult Nutrition – Prepared and presented by De Anna House, Director of Operations  
(Org. Std. 5.9)

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**EXECUTIVE DIRECTOR'S REPORT**

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- A. Executive Director Comments – Spoke of CSBG Discretionary grant of \$14,500 to be used toward possible Board Retreat, Technology, curricular for board, or tuition for clients.

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**DISCUSSION ITEMS**

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- A. Discuss CLASS Fall Data 2017

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**EXECUTIVE SESSION**

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- 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.

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**AUDIENCE COMMENTS**

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None

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**ADJOURN**

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Motion made to adjourn the meeting by Gus Gustafson and Second by Donna Early at 2:52 PM.

Approved by: \_\_\_\_\_, on \_\_\_\_\_, 2018  
(Board Secretary) (Date)





# Human Resources Report

Submitted by: Charlotte Hall - Human Resources Director

Total Employee Count 122 as of 1/19/18

	Total Employees	Full Time Includes alloc	Part Time Regular Emp	Sub/Temp	Information
Head Start	107	94	2	10	No change
CSBG	14	12	2	0	No change
Nutrition	2	1	1	0	No change

Employee Attendance Report	Personal Leave Used	LWOP Used	Total Hours Absent	Information
<b>Head Start Staff</b> Pay Period 12/11/16 - 12/24/16 Hours worked by Subs: 262.25	329.50	210.50	540.00	Unfilled Positions 3
<b>CSBG Staff</b> <b>Nutrition Staff</b>	82.75 0.00	20.00 0.00	102.75 0.00	Unfilled Positions 0 Unfilled Positions 0
Number of Employer's Initial Report (DWC-1) Forms filed during this pay period Resulting in time lost: 0			1	Requiring medical attention: 0
<b>Head Start Staff</b> Pay Period Hours worked by Subs: -	0.00	0.00	0.00	Unfilled Positions 3
<b>CSBG Staff</b> <b>Nutrition Staff</b>	0.00 0.00	0.00 0.00	0.00 0.00	Unfilled Positions 0 Unfilled Positions 0
Number of Employer's Initial Report (DWC-1) Forms filed during this pay period Resulting in time lost: 0			0	Requiring medical attention: 0
<b>Total Hours Absent Both Pay Periods</b>	412.25	230.50		

<b>LWOP Savings</b>	\$ 2,996.50	\$ 13.00	230.50	\$13.00 average hourly rate
<b>HS Sub Usage Expense</b>	\$ 2,137.34	\$ 8.15	262.25	\$8.15 average hourly sub rate
<b>Savings for both periods</b>	\$ 859.16			

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



# Human Resources Report

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Total Employee Count 122 as of 1/19/18

	Total Employees	Full Time Includes alloc	Part Time Regular Emp	Sub/Temp	Information
Head Start	107	94	2	10	No change
CSBG	14	12	2	0	No change
Nutrition	2	1	1	0	No change

Employee Attendance Report	Personal Leave Used	LWOP Used	Total Hours Absent	Information
<b>Head Start Staff</b> Pay Period 11/12/17 - 11/25/17	379.75	126.75	506.50	Unfilled Positions 4
Hours worked by Subs <input type="text" value="197.25"/>				
<b>CSBG Staff</b>	99.25	29.00	128.25	Unfilled Positions 0
<b>Nutrition Staff</b>	8.75	0.00	8.75	Unfilled Positions 0
Number of Employer's Initial Report (DWC-1) Forms filed during this pay period			<input type="text"/>	
Resulting in time lost: <input type="text"/>	Requiring medical attention:		<input type="text"/>	
<b>Head Start Staff</b> Pay Period 11/26/17/17 - 12/9/17	446.00	271.50	717.50	Unfilled Positions 4
Hours worked by Subs <input type="text" value="331.50"/>				
<b>CSBG Staff</b>	62.00	64.50	126.50	Unfilled Positions 0
<b>Nutrition Staff</b>	13.50	0.00	13.50	Unfilled Positions 0
Number of Employer's Initial Report (DWC-1) Forms filed during this pay period			<input type="text" value="0"/>	
Resulting in time lost: <input type="text" value="0"/>	Requiring medical attention:		<input type="text" value="0"/>	
<b>Total Hours Absent Both Pay Periods</b>	1009.25	491.75		

<b>LWOP Savings</b>	\$ 6,392.75	\$ 13.00	491.75	\$13.00 average hourly rate
<b>HS Sub Usage Expense</b>	\$ 4,309.31	\$ 8.15	528.75	\$8.15 average hourly sub rate
<b>Savings for both periods</b>	\$ 2,083.44			

**Change in Potential**

**Liability with**

**Leave Earned and Used** \$ 3,653.65

# Service Department Report

January 8, 2018

## **Service Department**

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### Department makeup

7 full time employees

0 temporary employees

0 Head Start employees under temporary supervision.

## **Head Start Transportation**

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Cost per child to transport: 56.33

### **Transportation Costs:**

	<b>Children</b>	<b>Staff</b>		<b>Children</b>	<b>Staff</b>
Vehicle Maintenance cost(Campus)		53.38	<b>YTD =</b>	669.95	
Vehicle Maintenance cost (Buses)	374.16		<b>YTD =</b>	6450.15	
Vehicle Maintenance cost (Exec. Office)		184.70	<b>YTD =</b>	4515.89	
Vehicle fuel cost (Gas Campus)	222.13	187.48	<b>YTD =</b>	2805.21	2061.67
Vehicle fuel cost (Exec. Office)		530.55	<b>YTD =</b>	8772.04	
Vehicle fuel cost (Diesel)	123.40		<b>YTD =</b>	1481.53	
Vehicle insurance cost (Buses)	1106.58		<b>YTD =</b>	13278.9	
				6	
Vehicle driver cost buses	2454.62		<b>YTD =</b>	29455.4	
				4	
Total transportation cost:	4280.89	956.11			
Total number transported:	76	141			

**Monthly Vehicle Cost Summary**

**DECEMBER 2018**

**By Program**

	Fuel	Repairs	
CBA-CIGNA	24.40	-	
CSBG	192.79	60.00	
DADS	-	-	
CBA-UNITED	36.61	-	<u>313.80</u>

**By Location**

	Fuel	Repairs	
Jefferson	61.01	-	
Linden	154.54	60.00	
Marshall	38.25	-	
Pittsburg	-	-	<u>313.80</u>

**By Vehicle**

#	Fuel	Repairs	Total	Location
801	-	0	-	Linden
838	-	-	-	Linden
850	-	-	-	Linden
852	-	-	-	Marshall
855	-	-	-	Marshall
860	-	-	-	Linden
861	-	-	-	Jefferson
867	-	-	-	Pittsburg
877	-	-	-	Linden
879	33.01	-	33.01	Jefferson
880	28.00	-	28.00	Jefferson
881	-	-	-	Jefferson
882	38.25	-	38.25	Marshall
883	-	-	-	Marshall
884	98.90	-	98.90	Linden
885	-	-	-	Jefferson
886	-	-	-	Jefferson
887	55.64	60.00	115.64	Linden
			<u>313.80</u>	

# CSNT Head Start Monthly Report

Program Year 04 2018 06CH7174/04

2018

CSNT HS Report  
Revised 2/21/17

## Attendance/Enrollment

	December	January	February	March	April	May	June	July	August	September	October	November
Funded Enrollment	516											
# additional students (partnerships)	11											
% with Special Needs	8%											
ADA Funded Enrolled* (516)	92%											
Enrollment (w/additional students)	90%											
Present/ Absent	474/52											
* If below 85% (Why) -	NA	N/A	N/A	NA	NA	NA	NA	NA	NA	NA	NA	NA

## Non-Federal Share

\$941,446 **\$814,662** \$126,784 87% Needed

	December	January	February	March	April	May	June	July	August	September	October	November
<b>\$126,784</b>	\$ 126,784											

## Admin Expenditures (including non-federal share)

*Should not be above 15%												
<b>0%</b>												

## Meals/Reimbursements

\$10,168	December	January	February	March	April	May	June	July	August	September	October	November
# of service days	14											
# of meals served	4,868											
CACFP Reimbursement	\$ 10,168	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

## Program Monitoring

	December	January	February	March	April	May	June	July	August	September	October	November
# Child Files Reviewed	87											
# Classrooms Observed	54											
Incomes Verified	0											
# Parents Interviewed	5											
# of Staff interviewed	5											
# Bus Routes Observed	1											
# Staff Files Reviewed	15											
# Community Contacts	15											
# of Findings Corrected	25											

## Annual Self Assessment Findings

Date: **Week of 2/13/2017 Completed**

	December	January	February	March	April	May	June	July	August	September	October	November
# of findings	11											
# findings corrected	11											
# findings remaining	0											

## Program Updates

School Districts have been closed for winter weather.  
Flu has been very bad this year. Campuses are taking precautions to prevent the spread of the flu.

PIR Snapshot	Total	Percentage
Report: Head Start PIR Snapshot (Grid)		
PIR: Head Start 2017-2018		
Section: a. Total Funded Enrollment		
Number of enrollment slots that the program is funded to serve.	516	100%
Section: b. Funded Enrollment by Program Option		
Center-Based	516	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)	516	100% of Center-based Total
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.	546	100% of participants
Section: e. Participants By Age		
Two Years Old	0	0% of cumulative enrollment
Three Years Old	232	42.49% of cumulative enrollment
Four Years Old	314	57.51% of cumulative enrollment
Five Years Old and Older	0	0% of cumulative enrollment
Section: f. Homelessness Services		
Total Number of children experiencing homelessness that were served during the enrollment year	26	4.76% of cumulative enrollment
Section: g. Foster Care		
Total number of enrolled children who were in foster care at any point in the program year	9	1.65% of cumulative enrollment
Section: h. Prior Enrollment of Children		
Second Year	174	31.87% of cumulative enrollment
Three (or more) Years	0	0% of cumulative enrollment
Section: i. Ethnicity		
Hispanic or Latino Origin	86	15.75% of cumulative enrollment
Non-Hispanic or Non-Latino Origin	460	84.25% of cumulative enrollment
Section: j. Race		
American Indian or Alaska Native	5	0.92% of cumulative enrollment
Asian	3	0.55% of cumulative enrollment
Black or African American	277	50.73% of cumulative enrollment
Native Hawaiian or Pacific Islander	1	0.18% of cumulative enrollment
White	162	29.67% of cumulative enrollment

PIR Snapshot	Total	Percentage
Biracial or Multi-Racial	52	9.52% of cumulative enrollment
Other Race	46	8.42% of cumulative enrollment
Unspecified Race	0	0% of cumulative enrollment

Section: k. Language

English	493	90.29% of cumulative enrollment
Spanish	46	8.42% of cumulative enrollment
Central American, South American, or Mexican Languages	0	0% of cumulative enrollment
Caribbean Languages	0	0% of cumulative enrollment
Middle Eastern or South Asian Languages	0	0% of cumulative enrollment
East Asian	0	0% of cumulative enrollment
Native North American or Alaska Native Languages	0	0% of cumulative enrollment
Pacific Island Languages	0	0% of cumulative enrollment
European or Slavic Languages	0	0% of cumulative enrollment
African Languages	0	0% of cumulative enrollment
Other Languages	0	0% of cumulative enrollment
Unspecified Language	7	1.28% of cumulative enrollment

Section: l. Health Services

Children With Health Insurance At Start of Enrollment	528	28.21% of cumulative enrollment
Children With Health Insurance At End of Enrollment	154	28.21% of cumulative enrollment
Children With A Medical Home At Start of Enrollment	473	86.63% of cumulative enrollment
Children With A Medical Home At End of Enrollment	42	7.69% of cumulative enrollment
Children With up-to-date Immunizations or all possible immunizations to date, or exempt at start of enrollment	539	98.72% of cumulative enrollment
Children With up-to-date Immunizations or all possible immunizations to date, or exempt at end of enrollment	532	97.44% of cumulative enrollment
Children with a dental home at start of enrollment	458	83.88% of cumulative enrollment
Children with a dental home at end of enrollment	55	10.07% of cumulative enrollment

Section: m. Disability Services

Children with an Individualized Education Program (IEP), indicating they were determined eligible to receive special education and related services	40	7.33% of cumulative enrollment
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Section: n. Family Services

Total Number of Families	514	100% of total families
Families Who Received at Least One Family Service	510	99.22% of total families

Section: o. Specific Services

Emergency or Crisis Intervention	10	1.95% of total families
Housing Assistance	8	1.56% of total families
Mental Health Services	14	2.72% of total families
English as a Second Language (ESL) Training	7	1.36% of total families
Adult Education	40	7.78% of total families
Job Training	2	0.39% of total families
Substance Abuse Prevention	0	0% of total families
Substance Abuse Treatment	0	0% of total families
Child Abuse and Neglect Services	0	0% of total families
Domestic Violence Services	1	0.19% of total families

1/8/2018  
11:37 AM

9803 - Head Start PIR Snapshot (Grid)

3 of 3  
SAnderson44

PIR Snapshot	Total	Percentage
Child Support Assistance	1	0.19% of total families
Health Education	510	99.22% of total families
Assistance to Families of Incarcerated Individuals	0	0% of total families
Parenting Education	510	99.22% of total families
Relationship or Marriage Education	0	0% of total families



# 2016 Board Report

Client Intakes  
 Family / Individual Counseling  
 Financial Counseling  
 Fuel Assisted Donated Funds  
 Referrals  
 Served by CEAP (Utility Assistance)  
 Energy Workshops  
 Donations Received and Distributed  
 Served by Food Pantry  
 Served by Salvation Army

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
26	298	304	219	224	198	115	249	229	220	111	128	2321	
2	322	333	261	252	253	134	303	253	281	127	143	2664	
2	379	314	212	287	200	125	237	232	219	111	119	2437	
0	16	15	21	37	14	6	6	10	19	15	30	189	
24	642	617	474	99	450	232	566	543	455	263	274	4639	
2	811	850	644	490	520	318	625	588	556	295	350	6049	
2	379	308	212	225	197	106	237	230	218	107	120	2341	
2	2	0	3	0	0	66	95	0	0	8	85	261	
21	12	20	32	16	39	16	28	7	7	6	10	214	
17	10	5	3	8	17	6	25	4	7	6	22	130	

## 2017 PERSONS SERVED BY COUNTY

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
19%	19	331	224	165	167	244	49	110	116	309	196	206	2136
20%	363	290	229	190	220	230	34	84	34	128	90	219	2111
25%	93	255	307	106	106	96	28	56	28	63	40	15	1193
19%	2	84	76	181	172	170	29	51	22	105	115	87	1094
20%	100	396	485	427	454	402	61	129	110	475	399	330	3768
20%	0	13	15	6	10	12	0	5	4	20	7	14	106
16%	3	14	8	5	18	30	3	20	5	20	7	16	149
20%	154	174	152	109	143	422	21	56	35	171	70	69	1576
19%	36	149	124	93	152	130	0	62	117	279	104	132	1378
15%	14	17	18	2	5	11	1	12	1	8	6	4	99
20%	7	29	17	25	45	32	0	6	20	59	25	17	282
21%	141	221	224	220	130	236	12	79	86	187	142	75	1753

2017 Persons Transitioned Out of Poverty: 0

**TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS**  
**Community Services Block Grant Performance Report**

Subrecipient: Community Services of Northeast Texas, Inc.  
 Vendor ID: 17512320809  
 Contract: 61170002627  
 Contract Term: January 1, 2017 - December 31, 2017  
 Contract Amount: \$ 429,724.00

Address: PO Box 427  
 LINDEN, TX 75563  
 Report Date: December 2017  
 Report Type: Monthly  
 CFDA #: 93.569

**Part X. National Performance Indicators**  
 1.1 Employment

	Unduplicated Number of Participants Enrolled in Program(s)			Unduplicated Number of Participants Expected to Achieve Outcome	Unduplicated Number of Participants Achieving Outcome			Percentage Achieving Outcome
	Monthly	Adjusted	Cumulative		Monthly	Adjusted	Cumulative	
A	Unemployed and obtained a job.	0	0	18	5	0	11	220.00
B	Employed and maintained a job for at least 90 days.	0	0	7	3	0	1	33.33
C	Employed and obtained an increase in employment income and/or benefits.	0	0	3	5	0	0	0.00
D	Achieved "living wage" employment and/or benefits.	0	0	7	3	0	4	133.33

**TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS**

Subrecipient: Community Services of Northeast Texas, Inc.

Community Services Block Grant Performance Report

Address: PO Box 427  
LINDEN, TX 75563

Vendor ID: 17512320809  
Contract: 61170002627  
Contract Term: January 1, 2017 - December 31, 2017  
Contract Amount: \$ 429,724.00

Report Date: December 2017  
Report Type: Monthly  
CFDA #: 93.569

**1.2 Employment Supports**

	Unduplicated Number of Participants Enrolled in Program(s)			Unduplicated Number of Participants Achieving Outcome		
	Monthly	Adjusted	Cumulative	Monthly	Adjusted	Cumulative
A	0	0	35	0	0	27
B	6	0	44	5	0	39
C	6	0	50	6	0	41
D	0	0	7	0	0	7
E	0	0	1	0	0	0
F	0	0	8	0	0	1
G	0	0	6	0	0	3
H	0	0	5	0	0	5
I	14	0	85	14	0	82
J	265	0	2284	257	0	2226
K	0	0	0	0	0	0
L	0	0	21	0	0	21

**TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS**

**Community Services Block Grant Performance Report**

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Address: PO Box 427  
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 Report Type: Monthly  
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**1.3 Economic Asset Enhancement And Utilization**

	Number and percent of participants in tax preparation program who qualified for any type of Federal or State tax credit and the expected aggregated dollar amount of credits.	Unduplicated Number of Participants Enrolled in Program(s)			Unduplicated Number of Participants Expected to Achieve Outcome	Unduplicated Number of Participants Achieving Outcome			Aggregate Dollar Amounts (Payments, Credits or Savings)			Percentage Achieving Outcome
		Monthly	Adjusted	Cumulative		Monthly	Adjusted	Cumulative	Monthly	Adjusted	Cumulative	
A	Number and percent of participants who obtained court-ordered child support payments and the expected annual aggregated dollar amount of payments.	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00
B	Number and percent of participants who were enrolled in telephone lifeline and/or energy discounts with the assistance of the agency and the expected aggregated dollar amount of savings.	0	0	13	3	0	0	0	0.00	0.00	0.00	0.00
C	Number and percent of participants demonstrating ability to complete and maintain a budget for over 90 days.	103	0	2058	150	26	0	159	1300.00	0.00	7950.00	106.00
D	Number and percent of participants opening an Individual Development Account (IDA) or other savings account.	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00
E	Number and percent of participants who increased their savings through IDA or other savings accounts and the aggregated amount of savings.	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00

**TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS**

**Community Services Block Grant Performance Report**

Subrecipient: Community Services of Northeast Texas, Inc.

Address: PO Box 427  
LINDEN, TX 75563

Vendor ID: 17512320809

Contract: 61170002627

Report Date: December 2017

Contract Term: January 1, 2017 - December 31, 2017

Report Type: Monthly

Contract Amount: \$ 429,724.00

CFDA #: 93.569

**1.3 Economic Asset Enhancement And Utilization**

		Unduplicated Number of Participants Enrolled in Program(s)			Unduplicated Number of Participants Expected to Achieve Outcome	Unduplicated Number of Participants Achieving Outcome			Aggregate Dollar Amounts (Payments, Credits or Savings)			Percentage Achieving Outcome
		Monthly	Adjusted	Cumulative		Monthly	Adjusted	Cumulative	Monthly	Adjusted	Cumulative	
G	Of participants in a Community Action assets development program (IDA and others): Number and percent of participants capitalizing a small business with accumulated savings.	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00
H	Of participants in a Community Action assets development program (IDA and others): Number and percent of participants pursuing post-secondary education with accumulated savings.	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00
I	Of participants in a Community Action assets development program (IDA and others): Number and percent of participants purchasing a home with accumulated savings.	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00
J	Of participants in a Community Action assets development program (IDA and others): Number and percent of participants purchasing other assets with accumulated savings.	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00

**TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS**  
**Community Services Block Grant Performance Report**

Subrecipient: Community Services of Northeast Texas, Inc.

Address: PO Box 427  
 LINDEN, TX 75563

Vendor ID: 17512320809

Contract: 61170002627

Contract Term: January 1, 2017 - December 31, 2017

Contract Amount: \$ 429,724.00

Report Date: December 2017

Report Type: Monthly

CFDA #: 93.569

**2.1 Community Improvement And Revitalization**

		Unduplicated Number of Projects or Initiatives			Unduplicated Number of Opportunities and/or Community Resources Preserved or Increased		
		Monthly	Adjusted	Cumulative	Monthly	Adjusted	Cumulative
A	Jobs created, or saved, from reduction or elimination in the community.	0	0	0	0	0	0
B	Accessible "living wage" jobs created, or saved, from reduction or elimination in the community.	0	0	0	0	0	0
C	Safe and affordable housing units created in the community. Only report HOME and other housing projects, do not report Weatherization.	0	0	0	0	0	0
D	Safe and affordable housing units in the community preserved or improved through construction, weatherization or rehabilitation achieved by Community Action activity or advocacy.	0	0	0	0	0	0
E	Accessible safe and affordable health care services/facilities for low-income people created, or saved from reduction or elimination.	0	0	0	0	0	0
F	Accessible safe and affordable child care or child development placement opportunities for low-income families created, or saved from reduction or elimination.	0	0	0	0	0	0
G	Accessible before-school and after-school program placement opportunities for low-income families created, or saved from reduction or elimination.	0	0	0	0	0	0
H	Accessible new or expanded transportation resources, or those that are saved from reduction or elimination, that are available to low-income people, including public or private transportation.	0	0	0	0	0	0
I	Accessible or increased educational and training placement opportunities, or those that are saved from reduction or elimination, that are available for low-income people in the community, including vocational literacy, and life skill training, ABE/GED, and post secondary education.	0	0	0	0	0	0

**TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS**

**Community Services Block Grant Performance Report**

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LINDEN, TX 75563

Vendor ID: 17512320809

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Contract Term: January 1, 2017 - December 31, 2017

Contract Amount: \$ 429,724.00

Report Date: December 2017

Report Type: Monthly

CFDA #: 93.569

**2.2 Community Quality Of Life And Assets**

	Unduplicated Number of Program Initiatives or Advocacy Efforts			Unduplicated Number of Community Assets, Services or Facilities Preserved or Increased		
	Monthly	Adjusted	Cumulative	Monthly	Adjusted	Cumulative
A	0	0	0	0	0	0
B	0	0	0	0	0	0
C	0	0	0	0	0	0
D	0	0	0	0	0	0
E	0	0	0	0	0	0

**TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS**

**Community Services Block Grant Performance Report**

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LINDEN, TX 75563

Vendor ID: 17512320809

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Report Date: December 2017

Report Type: Monthly

CFDA #: 93.569

**2.3 Community Engagement**

		Total Contribution by Community		
		Monthly	Adjusted	Cumulative
A	Number of community members mobilized by Community Action that participate in community revitalization and anti-poverty initiatives.	2	0	475
B	Number of volunteer hours donated to the agency (This will be A.I. volunteer hours).	340	0	7308



**TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS**

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Report Date: December 2017

Report Type: Monthly

CFDA #: 93.569

**3.1 Community Enhancement Through Maximum Feasible Participation**

		Total Unduplicated Number of Volunteer Hours		
		Monthly	Adjusted	Cumulative
A	Total number of volunteer hours donated by low-income individuals to Community Action (This is ONLY the number of volunteer hours from individuals who are low-income).	198	0	5962

**TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS**

**Community Services Block Grant Performance Report**

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Vendor ID: 17512320809

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Contract Amount: \$ 429,724.00

Report Date: December 2017

Report Type: Monthly

CFDA #: 93.569

**3.2 Community Empowerment Through Maximum Feasible Participation**

	Total Unduplicated Number Low-Income People		
	Monthly	Adjusted	Cumulative
A	Number of low-income people participating in formal community organizations, government, boards or councils that provide input to decision-making and policy-setting through Community Action efforts.	0	26
B	Number of low-income people acquiring businesses in their community as a result of Community Action assistance.	0	0
C	Number of low-income people purchasing their own home in their community as a result of Community Action assistance.	0	0
D	Number of low-income people engaged in non-governance community activities or groups created or supported by Community Action.	0	0

## Valley Services Debt Information

Balances as of December 14, 2017	240,129.37
Payments posted from December 15, 2017 thru January 11, 2018	(500.00)
Charges posted in December 15, 2017 thru January 11, 2018	-
Balances as of January 2018	239,629.37
Net Decrease (Increase)	500.00



# Head Start

## Financial Report for the month of January 2018

(December 2017 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 11-30-2018</i>							
Personnel	\$1,191,495.00	\$145,993.06	\$145,993.06	\$1,045,501.94	\$99,291.25	\$99,291.25	(\$46,701.81)
Fringe Benefits	\$306,929.00	\$43,696.55	\$43,696.55	\$263,232.45	\$25,577.42	\$25,577.42	(\$18,119.13)
Travel (4120)	\$22,150.00	\$1,423.33	\$1,423.33	\$20,726.67	\$1,845.83	\$1,845.83	\$422.50
Equipment	\$56,000.00	\$0.00	\$0.00	\$56,000.00	\$4,666.67	\$4,666.67	\$4,666.67
Supplies	\$72,363.00	\$1,157.76	\$1,157.76	\$71,205.24	\$6,030.25	\$6,030.25	\$4,872.49
Contractual	\$8,919.00	\$0.00	\$0.00	\$8,919.00	\$743.25	\$743.25	\$743.25
Facilities / Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other (4120)	\$22,724.00	\$2,720.00	\$2,720.00	\$20,004.00	\$1,893.67	\$1,893.67	(\$826.33)
Other (4122)	\$202,312.00	\$33,370.45	\$33,370.45	\$168,941.55	\$16,859.33	\$16,859.33	(\$16,511.12)
<b>Total</b>	<b>\$1,882,892.00</b>	<b>\$228,361.15</b>	<b>\$228,361.15</b>	<b>\$1,654,530.85</b>	<b>\$156,907.67</b>	<b>\$156,907.67</b>	<b>(\$71,453.48)</b>
T&TA	\$44,874.00	\$4,143.33	\$4,143.33	\$40,730.67	\$3,739.50	\$3,739.50	(\$403.83)
<b>Total</b>							
USDA Reimbursements through December 2017							\$10,168.10
Estimated USDA Reimbursement for							\$0.00
							<u>Resulting (over)/under with USDA</u>
							<u>(\$61,285.38)</u>

\* Total Over/Under without USDA

### Accruals:

Actual year end payroll accrual = \$49,000.00

<b>Further Analysis</b>	
Number of children	516
Number of classrooms	24

	<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	\$78,453.83	\$9,515.05	\$9,515.05	\$6,537.82	\$6,537.82	(\$2,977.23)
Per Child	\$3,649.02	\$442.56	\$442.56	\$304.08	\$304.08	(\$138.48)

<b>IN-KIND (Non-Federal Share)</b>				
	<u>Needed</u>	<u>This month</u>	<u>Total</u>	<u>Still need</u>
	\$470,723.00	\$126,784.48	\$126,784.48	\$343,938.52

# Head Start

## Financial Report for the month of January 2018

(November 2017 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 11-30-2017</i>							
Personnel	\$2,360,038.00	\$311,062.09	\$2,420,711.16	(\$60,673.16)	\$196,669.83	\$2,360,038.00	(\$60,673.16)
Fringe Benefits	\$681,300.00	\$46,183.72	\$602,168.43	\$79,131.57	\$56,775.00	\$681,300.00	\$79,131.57
Travel (4120)	\$22,150.00	\$395.98	\$24,673.44	(\$2,523.44)	\$1,845.83	\$22,150.00	(\$2,523.44)
Equipment	\$27,500.00	\$0.00	\$25,974.87	\$1,525.13	\$2,291.67	\$27,500.00	\$1,525.13
Supplies	\$125,500.00	\$36,943.24	\$132,458.62	(\$6,958.62)	\$10,458.33	\$125,500.00	(\$6,958.62)
Contractual	\$17,838.00	\$7,491.96	\$17,838.00	\$0.00	\$1,486.50	\$17,838.00	\$0.00
Facilities / Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other (4120)	\$22,724.00	\$297.67	\$16,268.15	\$6,455.85	\$1,893.67	\$22,724.00	\$6,455.85
Other (4122)	\$508,734.00	\$72,428.95	\$602,003.45	(\$93,269.45)	\$42,394.50	\$508,734.00	(\$93,269.45)
<b>Total</b>	<b>\$3,765,784.00</b>	<b>\$474,803.61</b>	<b>\$3,842,096.12</b>	<b>(\$76,312.12)</b>	<b>\$313,815.33</b>	<b>\$3,765,784.00</b>	<b>(\$76,312.12)</b>
T&TA	\$44,874.00	\$693.65	\$40,941.59	\$3,932.41	\$3,739.50	\$44,874.00	\$3,932.41
<b>Total</b>							
USDA Reimbursements through November 2017							\$136,792.78
Estimated USDA Reimbursement for							\$0.00
							<u>\$60,480.66</u>
							Resulting (over)/under with USDA

\* Total Over/Under without USDA

### Accruals:

Actual year end payroll accrual = 140,000.00

<b>Further Analysis</b>	
Number of children	516
Number of classrooms	24

	<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	\$156,907.67	\$19,783.48	\$160,087.34	\$13,075.64	\$156,907.67	(\$3,179.67)
Per Child	\$7,298.03	\$920.16	\$7,445.92	\$608.17	\$7,298.03	(\$147.89)

<b>IN-KIND (Non-Federal Share)</b>				
	<u>Needed</u>	<u>This month</u>	<u>Total</u>	<u>Still need</u>
	\$941,446.00	\$130,340.06	\$1,366,530.22	(\$425,084.22)

# CSBG 2017

## Financial Report for the month of January 2018

CSBG Current Program (December Expenditures)

% of contract	100%
% 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>Community Services Block Grant (CSBG) 12 month program ending 12/31/2017</i>							
Personnel	\$200,095.76	44,864.78	\$232,203.79	(\$32,108.03)	\$16,674.65	\$200,095.76	(\$32,108.03) Over
Fringe Benefits	27,091.14	10,282.16	\$52,517.37	(25,426.23)	2,257.60	27,091.14	(25,426.23) Over
Travel*	16,479.69	885.76	\$21,004.68	(4,524.99)	1,373.31	16,479.69	(4,524.99) Over
Equipment	26,260.79	1,120.44	\$4,668.64	21,592.15	2,188.40	26,260.79	21,592.15 Okay
Supplies	7,537.09	3,066.75	\$17,200.71	(9,663.62)	628.09	7,537.09	(9,663.62) Over
Contractual	6,942.05	563.59	\$3,718.48	3,223.57	578.50	6,942.05	3,223.57 Okay
Other	145,317.48	10,985.69	\$59,667.50	85,649.98	12,109.79	145,317.48	85,649.98 Okay
Indirect Costs	0.00	0.00	\$0.00	0.00	0.00	0.00	0.00 Okay
<b>Total</b>	<b>\$429,724.00</b>	<b>\$71,769.17</b>	<b>\$390,981.17</b>	<b>\$38,742.83</b>	<b>\$35,810.33</b>	<b>\$429,724.00</b>	<b>\$38,742.83 Okay</b>

## Financial Report for the month of January 2018

CEAP Current Program (December Expenditures)

% of contract	80%
% of money	98%

# CEAP 2017

*Comprehensive Energy Assistance Program (CEAP) 12 month program ending 03/31/2018*

						Contract Budget		
						Minimum	Maximum	
Administration*	\$149,110.00	484.94	\$149,110.00	\$0.00	7%	\$9,940.67 min	\$125,849.33 max	(\$23,260.67) Over
Household Crisis**	830,219.00	11,475.24	\$183,134.32	647,084.68		170,729.16 min	830,219.00 max	647,084.68 Okay
Utility Assistance**	830,219.00	246,148.45	\$1,524,157.32	(693,938.32)		170,729.16 min	830,219.00 max	(693,938.32) Over
Program Services	254,494.00	19,404.42	\$173,426.31	81,067.69	10%	16,966.27 min	150,457.44 max	(22,968.87) Over
Training Travel	1,200.00	0.00	\$0.00	1,200.00		0.00 min	1,200.00 max	1,200.00 Okay
<b>Total</b>	<b>\$2,065,242.00</b>	<b>\$277,513.05</b>	<b>\$2,029,827.95</b>	<b>\$35,414.05</b>		<b>\$368,365.26</b>	<b>\$1,937,944.77</b>	<b>(\$91,883.18) Over</b>

\*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

9.2%

**Future Payments**

**\$0.00**

# Community Services of Northeast Texas, Inc.

## Credit Usage Report

### Board Report -January 2018

#### Capital One Credit Card

Purchases for November and December 2017		484.89
Payment due by 12/30/2017	Pd on 12/19/2017	<u>(484.89)</u>
Balance		-

#### Lowes Credit Card

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

#### Sam's Club Credit Card

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

#### Line of Credit

Program	CBA UH	CBA CIGNA	CURRENT	CEAP
Highest December 2017 balance	-	-	11,100.00	-
Current balance	-	-	11,100.00	-
Exp pay off date			2/28/2018	

#### In House Line of Credit

Program	CSBG	ETCOG	CSBG D	CBA CIGNA	CBA UNITED	CEAP
Highest November 2017 balance	81,740.00	107,021.06	-	-	-	-
Current balance	81,740.00	107,021.06	-	-	-	-
Exp pay off date	-	-				

#### Capital One Bank Loans





CAPITAL ONE CARD SERVICES  
CORPORATE CARD  
PO BOX 60024  
NEW ORLEANS LA 70160-0024

**ACCOUNT NUMBER**      XXXX XXXX XXXX  
**PAYMENT DUE DATE**      12-30-17  
**MINIMUM PAYMENT**      \$484.89  
**NEW BALANCE**      \$484.89

CAPITAL ONE, N.A.  
CORPORATE CARD  
P.O. BOX 60024  
NEW ORLEANS LA 70160-0024

AMOUNT  
ENCLOSED \$

COMMUNITY SERVICES      \*\*T0001063  
CSNT INC  
PO BOX 427  
LINDEN TX 75563-0427



Please tear payment coupon at perforation.

**RECEIVED**  
DEC 12 2017  
BY: *CLB*

**CORPORATE ACCOUNT SUMMARY**

CORPORATE ACCOUNT NUMBER

XXXXXXXXXX [REDACTED]

CLOSING DATE	12-05-17	PREVIOUS BALANCE	775.25
PAYMENT DUE DATE	12-30-17	PURCHASES AND OTHER CHARGES	826.44
CREDIT LIMIT	10,000	CASH ADVANCES	.00
AVAILABLE CREDIT		CREDITS	341.55
		PAYMENTS	775.25
FOR CUSTOMER SERVICE CALL:		LATE PAYMENT CHARGES	.00
1-866-772-4497		CASH ADVANCE FEE	.00
SEND BILLING INQUIRIES TO:		FINANCE CHARGES	.00
CAP ONE COMMERCIAL		OVERLIMIT FEES	.00
MASTERCARD		<b>NEW BALANCE</b>	<b>484.89</b>
P.O. BOX 84012		MINIMUM PAYMENT DUE	484.89
COLUMBUS GA 31908-4012		DISPUTED AMOUNT	.00

25203390 - 000944 - 0002 - 0002 - 7

ACCT. NUMBER: xxxx xxxx xxxx [REDACTED]			
CREDIT LIMIT	10,000.00	CASH ADVANCE BALANCE	.00
NEW BALANCE	484.89	MINIMUM PAYMENT DUE	484.89
AVAILABLE CREDIT	9,515.11	PAYMENT DUE DATE	12-30-17

**FINANCE CHARGE SUMMARY**

	<u>AVERAGE DAILY BALANCE</u>	<u>MONTHLY PERIODIC RATE</u>	<u>CORRESPONDING ANNUAL PERCENTAGE RATE</u>	<u>PERIODIC FINANCE CHARGE</u>
PURCHASES	\$0.00	0.9367%	11.24%	\$0.00
CASH ADVANCES	\$0.00	1.4992%	17.99%	\$0.00

**ANNUAL PERCENTAGE RATE\*: 11.24%**  
 Periodic rates may vary  
 Number of days in billing cycle: 30

\* Cash Advance Fees will cause the APR for Cash Advances & Checks to appear overstated.

**CORPORATE ACCOUNT ACTIVITY**

COMMUNITY SERVICES OF NORTHEAS TOTAL CORPORATE ACTIVITY  
 xxxx-xxxx-xxxx \$775.25 CR

Post Date	Trans Date	Reference Number	Transaction Description	Amount
11-21	11-21	75528027325093000630012	PAYMENT RECEIVED -- THANK YOU	775.25 PY

**INDIVIDUAL CARDHOLDER ACTIVITY**

DAN LUCKY BOYD CREDITS PURCHASES CASH ADV TOTAL ACTIVITY  
 xxxx-xxxx-xxxx \$341.55 \$826.44 \$0.00 \$484.89

Post Date	Trans Date	Reference Number	Transaction Description	Amount
11-29	11-28	55457027332083200480556	COMMUNITY ACTION PARTN 02022657546 DC	495.00
11-30	11-29	55432867333200146634724	FT WORTH FRFLD INN&STE FORT WORTH TX 333001 ARRIVAL: 11-29-17	341.55 CR
12-01	11-29	25247807334005205009018	HYATT PLACE-DALLAS LAS IRVING TX 128914013 ARRIVAL: 10-16-17	165.72
12-04	12-01	25247807336000238001096	HYATT PLACE-DALLAS LAS IRVING TX 128914013 ARRIVAL: 11-29-17	165.72

**RECEIVED**  
 DEC 12 2017  
 BY: *CLH*

**Check Register Ending the Month of December 2017**

Check Number	Effective Date	Vendor Name	Check Amount	Description
<i>1010 - PAYROLL CASH ACCOUNT</i>				
5655	2/19/2017	MELISSA REED	106.74	final check
		Total 1010 - PAYROLL CASH ACCOUNT	<u>106.74</u>	
 <i>1055 - NEW DISBURSEMENT CHECKING</i>				
44258	12/5/2017	AEP-SWEPSCO-EA	11,359.33	Client Assistance
44259	12/5/2017	AMBIT ENERGY	110.19	Client Assistance
44260	12/5/2017	AMIGO ENERGY	118.94	Client Assistance
44261	12/5/2017	ANESTHESIOLOGY ASSOCIATES OF TEXARKANA P.A.	234.00	Dental
44262	12/5/2017	B & S TRUE VALUE HARDWARE	33.48	Bld. Repairs
44263	12/5/2017	BLUE CROSS BLUE SHIELD	0.00	Void Check
44264	12/5/2017	BOUNCE ENERGY	279.67	Client Assistance
44265	12/5/2017	BOWIE CASS	2,814.90	Client Assistance
44266	12/5/2017	CENTERPOINT ENERGY	643.65	Client Assistance
44267	12/5/2017	CENTERPOINT ENERGY ENTEX	50.77	Utility
44268	12/5/2017	CIRRO ENERGY	186.47	Client Assistance
44269	12/5/2017	CITY OF HUGHES SPRINGS	279.68	Utility
44270	12/5/2017	CITY OF NEW BOSTON	283.23	Utility
44271	12/5/2017	CITY OF PITTSBURG	283.24	Utility
44272	12/5/2017	CPI FOODS, INC.	4,796.51	Sr. Meals
44273	12/5/2017	ENTRUST ENERGY	303.09	Client Assistance
44274	12/5/2017	FIRST CHOICE POWER	932.45	Client Assistance
44275	12/5/2017	GEXA ENERGY	450.16	Client Assistance
44276	12/5/2017	GREEN MOUNTAIN ENERGY	540.85	Client Assistance
44277	12/5/2017	GUARDIAN	7,931.30	Emp. Insurance
44278	12/5/2017	HOPE FIRE EXTINGUISHER SERVICE, INC/ KLEEN KING	28.95	Annual Monitoring
44279	12/5/2017	JUST ENERGY	330.12	Client Assistance
44280	12/5/2017	LANIER AUTO CENTER	30.93	Veh. Repairs
44281	12/5/2017	LINDEN FUEL CENTER	785.67	Veh. Fuel
44282	12/5/2017	LOCAL ADMINISTRATIVE ACCOUNT	18,812.29	Reimbursement
44283	12/5/2017	MOORE PEST CONTROL	40.00	Pest Control
44284	12/5/2017	MOUNTAIN VALLEY OF TEXARKANA	28.00	Classroom Water
44285	12/5/2017	NEW BENEFITS, LTD.	1,026.00	Emp. Insurance
44286	12/5/2017	OFFICE DEPOT	128.99	Supplies
44287	12/5/2017	PCM SALES INC	490.44	Supplies
44288	12/5/2017	PHYNET, INC.	240.00	TB Test
44289	12/5/2017	PRYOR LEARNING SOLUTIONS	598.00	Membership
44290	12/5/2017	RELIABLE ALARM SERVICE, LLC	30.00	Security Monitoring
44291	12/5/2017	RELIANT ENERGY	76.95	Client Assistance
44292	12/5/2017	REPUBLIC SERVICES #070	96.00	Utility
44293	12/5/2017	SHAH SOFTWARE, INC.	11,575.00	Software License
44294	12/5/2017	SHRM SEMINARS	209.00	Membership
44295	12/5/2017	SONITROL OF LONGVIEW	55.00	Security Monitoring
44296	12/5/2017	SPARK ENERGY, LLC	47.20	Client Assistance
44297	12/5/2017	STAPLES CREDIT PLAN	1,056.17	Supplies
44298	12/5/2017	STREAM	71.91	Client Assistance

**Check Register Ending the Month of December 2017**

Check Number	Effective Date	Vendor Name	Check Amount	Description
44299	12/5/2017	STUART C IRBY CO.	62.96	Supplies
44300	12/5/2017	TARA ENERGY	401.87	Client Assistance
44301	12/5/2017	TEXARKANA COLLEGE	1,299.00	Client Assistance
44302	12/5/2017	TOSHIBA FINANCIAL SERVICES	536.00	Copier
44303	12/5/2017	TRIEAGLE ENERGY	269.03	Client Assistance
44304	12/5/2017	TXU-ASSISTANCE GROUP	1,787.62	Client Assistance
44305	12/5/2017	UPSHUR RURAL ELEC. CORP.	2,348.14	Client Assistance
44306	12/5/2017	WASTE MANAGEMENT OF TEXAS, INC.	273.76	Utility
44307	12/5/2017	WEST STREET HOME AND AUTO	26.78	Repairs
44308	12/5/2017	WILLIE MITCHELL, JR.	720.00	CPR Class
44309	12/5/2017	WINDSTREAM	54.29	Telephone
44310	12/6/2017	ALLEN AUTOMOTIVE	187.35	Veh. Repairs
44311	12/6/2017	ANGELA YOUNG	30.00	Veh. Reg
44312	12/6/2017	AT&T	429.96	Telephone
44313	12/6/2017	AT&T	416.95	Telephone
44314	12/6/2017	BLOOMBURG WATER SUPPLY	50.29	Utility
44315	12/6/2017	INTELLICORP RECORDS, INC.	28.93	Background check
44316	12/6/2017	KAYE NELMS PETTY CASH CUSTODIAN	11.04	Petty Cash
44317	12/6/2017	MCI	60.65	Telephone
44318	12/6/2017	SOUTHWEST ARKANSAS TELEPHONE CO OP, INC.	167.70	Telephone
44319	12/6/2017	SPORTS MAGIC	271.00	Emp. T-shirts
44320	12/6/2017	TRICO LUMBER CO.	140.78	Bld. Repairs
44321	12/6/2017	BLUE CROSS BLUE SHIELD	48,012.76	Emp. Insurance
44322	2/13/2017	4 CHANGE ENERGY	36.62	Client Assistance
44323	2/13/2017	AEP-SWEPKO-EA	57,357.74	Client Assistance
44324	2/13/2017	AMBIT ENERGY	3,869.96	Client Assistance
44325	2/13/2017	AMERIGAS- PARIS	269.67	Client Assistance
44326	2/13/2017	AMIGO ENERGY	2,455.88	Client Assistance
44327	2/13/2017	ANGELA YOUNG	30.00	Veh. Reg
44328	2/13/2017	ATMOS ENERGY	3,281.98	Client Assistance
44329	2/13/2017	B & S TRUE VALUE HARDWARE	13.79	Bld. Repairs
44330	2/13/2017	BEN E KEITH CO	2,628.98	Hs. Meals
44331	2/13/2017	BERTHA ALLEN	365.50	Mileage
44332	2/13/2017	BIRCH COMMUNICATIONS	13.21	Telephone
44333	2/13/2017	BOUNCE ENERGY	985.51	Client Assistance
44334	2/13/2017	BOWIE CASS	5,865.64	Client Assistance
44335	2/13/2017	BRENDA DAVIS	365.50	Mileage
44336	2/13/2017	CENTERPOINT ENERGY	8,058.42	Client Assistance
44337	2/13/2017	CENTERPOINT ENERGY ENTEX	109.76	Utility
44338	2/13/2017	CHAMPION ENERGY SERVICES	302.39	Client Assistance
44339	2/13/2017	CIRRO ENERGY	720.34	Client Assistance
44340	2/13/2017	CONN AUTO SUPPLY	235.36	Veh. Repairs
44341	2/13/2017	COOPER PROPANE	93.98	Client Assistance
44342	2/13/2017	CRUMP'S IGA	76.13	Food/ Supplies
44343	2/13/2017	DAINGERFIELD CHAMBER OF COMMERCE	60.00	Membership
44344	2/13/2017	DIRECT ENERGY	2,145.50	Client Assistance
44345	2/13/2017	DOW CHRYSLER DODGE JEEP	44.40	Veh. Repairs
44346	2/13/2017	EAST TEXAS FUELS, INC.	68.46	Veh. Fuel
44347	2/13/2017	ENTRUST ENERGY	1,058.84	Client Assistance

**Check Register Ending the Month of December 2017**

Check Number	Effective Date	Vendor Name	Check Amount	Description
44348	2/13/2017	ETEX TELEPHONE CORP, INC.	2,233.57	Telephone
44349	2/13/2017	FARMER ELECTRIC	2,813.56	Client Assistance
44350	2/13/2017	FERRELL GAS	1,034.90	Client Assistance
44351	2/13/2017	FIRST CHOICE POWER	1,202.48	Client Assistance
44352	2/13/2017	GEXA ENERGY	586.90	Client Assistance
44353	2/13/2017	GREEN MOUNTAIN ENERGY	585.82	Client Assistance
44354	2/13/2017	GREG'S MIRACLE MART	480.29	Veh. Fuel
44355	2/13/2017	HUMPHREY AIR CONDITIONING	567.00	Bld. Repairs
44356	2/13/2017	J & C PLUMBING	150.00	Bld. Repairs
44357	2/13/2017	JUST ENERGY	1,769.52	Client Assistance
44358	2/13/2017	KIM'S CONVENIENCE STORES	271.99	Veh. Fuel
44359	2/13/2017	KIMBERLY COLLINS	12.90	Mileage
44360	2/13/2017	LAMAR CO-OP	3,476.72	Client Assistance
44361	2/13/2017	LINDEN FUEL CENTER	627.86	Veh. Fuel
44362	2/13/2017	MOORE PEST CONTROL	40.00	Pest Control
44363	2/13/2017	NORTHEAST TEXAS PUBLISHING, LP	1,359.20	Advertising
44364	2/13/2017	OFFICE DEPOT	603.35	Supplies
44365	2/13/2017	PROGRESSIVE BUSINESS PUBLICATIONS	299.00	Membership
44366	2/13/2017	PRUETT'S FOOD	51.46	Hs. Meals
44367	2/13/2017	RELIANT ENERGY	4,664.51	Client Assistance
44368	2/13/2017	SHAH SOFTWARE, INC.	1,550.00	Software License
44369	2/13/2017	SHELLEY MITCHELL	12.04	Mileage
44370	2/13/2017	SKAGGS TRAVEL STOPS INC.	39.00	Veh. Fuel
44371	2/13/2017	SOUTHWEST ARKANSAS ELECTRIC	313.32	Client Assistance
44372	2/13/2017	SOUTHWESTERN ELECTRIC POWER	79.95	Utility
44373	2/13/2017	SPARK ENERGY, LLC	162.49	Client Assistance
44374	2/13/2017	STAPLES ADVANTAGE	319.98	Supplies
44375	2/13/2017	STAR TEX POWER	268.53	Client Assistance
44376	2/13/2017	STAT ENERGY	1,272.74	Client Assistance
44377	2/13/2017	STREAM	971.78	Client Assistance
44378	2/13/2017	STRUBE PROPANE, INC.	600.00	Client Assistance
44379	2/13/2017	TARA ENERGY	490.32	Client Assistance
44380	2/13/2017	TEXANA POSTAL ACCOUNT	145.21	Postage
44381	2/13/2017	TEXARKANA NEWSPAPER, INC	83.33	Advertising
44382	2/13/2017	THE PROPANE COMPANY	201.08	Client Assistance
44383	2/13/2017	TRIEAGLE ENERGY	120.19	Client Assistance
44384	2/13/2017	TXU-ASSISTANCE GROUP	6,002.16	Client Assistance
44385	2/13/2017	UPSHUR RURAL ELEC. CORP.	8,896.70	Client Assistance
44386	2/13/2017	VANCO SYSTEMS, INC.	248.44	Copier
44387	2/13/2017	WELCH PROPANE NEW BOSTON	205.00	Client Assistance
44388	2/13/2017	WELCH PROPANE- MT. PLEASANT	529.00	Client Assistance
44389	2/13/2017	WINDSTREAM	203.53	Telephone
44390	2/13/2017	WOOD CO. ELECTRIC COOP.	1,115.76	Client Assistance
44391	2/13/2017	XEROX CORPORATION	1,211.61	Copier
44392	2/19/2017	ABILA	807.42	Acct Software License
44393	2/19/2017	ALPHA EAGLE AUTO GLASS	60.00	Veh. Repairs
44394	2/19/2017	AT&T	120.60	Telephone
44395	2/19/2017	ATLANTA ISD	700.00	Rent
44396	2/19/2017	ATLANTA ISD FOOD SERVICE	244.90	Hs. Meals

**Check Register Ending the Month of December 2017**

Check Number	Effective Date	Vendor Name	Check Amount	Description
44397	2/19/2017	BEN E KEITH CO	2,711.36	Hs. Meals
44398	2/19/2017	CAPITAL ONE N.A.	484.89	Travel
44399	2/19/2017	CATHERINE EARLY PETTY CASH CUSTODIAN	20.53	Petty Cash
44400	2/19/2017	CENTERPOINT ENERGY ENTEX	159.68	Utility
44401	2/19/2017	CONN AUTO SUPPLY	5.98	Veh. Repairs
44402	2/19/2017	DAINGERFIELD - LONE STAR ISD	123.75	Hs. Meals
44403	2/19/2017	DAINGERFIELD CHAMBER OF COMMERCE	225.00	Rent
44404	2/19/2017	DAN BOYD	483.08	Per-Diem
44405	2/19/2017	DAN BOYD	20.00	Reimbursement-Tip
44406	2/19/2017	DANA RAPER	125.00	Reimbursement-CDA
44407	2/19/2017	FELICIA WILLIAMS	177.59	Mileage
44408	2/19/2017	FIRST BAPTIST CHURCH	150.00	Rent
44409	2/19/2017	FIRST INSURANCE FUNDING CORP.	5,021.71	Veh.Bld Insurance
44410	2/19/2017	FRANK LANIER DBA EAST TEXAS REALTY	200.00	Rent
44411	2/19/2017	FRANK LANIER DBA EAST TEXAS REALTY	325.00	Rent
44412	2/19/2017	G.L. FOSTER	375.00	Rent
44413	2/19/2017	GLENN B. LANIER	240.00	Rent
44414	2/19/2017	HEALTHCARE EXPRESS LLP	90.00	TB Test
44415	2/19/2017	HUGHES SPRINGS ISD	800.00	Rent
44416	2/19/2017	JEREMY PILGRIM	106.00	Veh. Repairs
44417	2/19/2017	JIMMIE RAY AYERS	800.00	Rent
44418	2/19/2017	KAYE NELMS	152.65	Mileage
44419	2/19/2017	KIMBERLY PARRISH	121.26	Mileage
44420	2/19/2017	LOLA MCGEE	972.50	Counseling Services
44421	2/19/2017	MARION COUNTY, TX	200.00	Rent
44422	2/19/2017	MAY'S LONE STAR FLOORING	1,999.99	Repairs
44423	2/19/2017	NORTH EAST TEXAS WORKFORCE DEVELOPMENT BOARD	880.00	Rent
44424	2/19/2017	NORTHEAST TEXAS COMMUNITY COLLEGE	700.00	Rent
44425	2/19/2017	OFFICE DEPOT	260.54	Supplies
44426	2/19/2017	PCM SALES INC	93.14	Supplies
44427	2/19/2017	R. MORGAN, LLC	950.00	Rent
44428	2/19/2017	RELIABLE ALARM SERVICE, LLC	213.00	Repairs
44429	2/19/2017	RUSHING PEST CONTROL SERVICES	360.00	Pest Control
44430	2/19/2017	SOUTHWESTERN ELECTRIC POWER	1,185.61	Utility
44431	2/19/2017	TEXARKANA INDEPENDENT SCHOOL DISTRICT	3,882.00	Rent & Utilities
44432	2/19/2017	TEXARKANA ISD CATERING DEPT	1,680.08	Hs. Meals
44433	2/19/2017	TEXARKANA WATER UTILITIES	28.63	Utility
44434	2/19/2017	TEXAS HEALTH & HUMAN SERVICES COMMISSION ACCOUNTS RECEIVABL	111.00	Licensing Fee
44435	2/19/2017	TITUS COUNTY CARES, INC.	425.00	Rent
44436	2/19/2017	TOMMY HOOPER	200.00	Gold Coins
44437	2/19/2017	TOMMY HOOPER PETTY CASH CUSTODIAN	63.70	Petty Cash
44438	2/19/2017	TURNER DAVID K	1,000.00	Rent
44439	2/19/2017	VALLEY	500.00	Sr. Meals
44440	2/19/2017	VENUS HORNBuckle	92.45	Mileage
44441	2/19/2017	VERIZON WIRELESS	1,285.31	Cell phone
44442	2/19/2017	WINDSTREAM	227.19	Telephone
44444	2/19/2017	XEROX CORPORATION	3,046.78	Copier
		Total 1055 - NEW DISBURSEMENT CHECKING	<u>298,570.46</u>	
Report Total			<u><u>298,677.20</u></u>	







COMMUNITY SERVICES OF NORTHEAST TEXAS

Balance Sheet  
As of 12/31/2017

Assets

CASH IN BANK CHECKING	0.00
HEAD START CHECKING	1,673.48
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	35,217.39
IP Grant Checking	0.00
HOUSING CHECKING	0.00
LOCAL ADMIN CHECKING	39,360.79
CASH DONATIONS - LINDEN	0.00
CSBG Checking	191,568.64
CEAP Checking	1,175.04
Upshur Rural Checking	12,389.18
TLC Checking	689.15
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	1,079.13
SALVATION ARMY CHECKING	3,660.85
HS ARRA CHECKING	0.00
CSBG ARRA CHECKING	0.00
CHILD CARE WELLNESS CHECKING	0.00
CSBG UB CHECKING	505.41
PARENT FUND CHECKING	0.00
CBA UNITED HEALTH	4,570.30
CBA CIGNA HEALTH SPRING	7,344.19
CSBG DISCRETIONARY	1,034.26
NEW DISBURSEMENT CHECKING	12,267.63
TEXANA CSBG DISCRETIONARY CHECKING	200.00
TEXANA CBA CIGNA HEALTH SPRING CHECKING	200.00
TEXANA POSTAL ACCOUNT CHECKING	269.12
ACCOUNTS RECEIVABLE - AISD	0.00
ACCOUNTS RECEIVABLE - Employee Reimbursement	0.00
ACCOUNTS RECEIVABLE - LKISD	0.00
ACCOUNTS RECEIVALBE - BISD	61.04
ACCOUNTS RECEIVABLE	0.00
GRANT RECEIVABLE	0.00
GRANT RECEIVABLE-ATC	0.00

COMMUNITY SERVICES OF NORTHEAST TEXAS

Balance Sheet  
As of 12/31/2017

GRANT RECEIVABLE-TIT	0.00
EMPLOYEE ADVANCE	0.00
GRANTS RECEIVABLE - USDA	10,168.10
DUE FROM OTHER FUNDS	0.00
DUE FROM DHS MEALS	0.00
DUE FROM WEATHERIZATION	0.00
DUE FROM FEMA	0.00
DUE FROM ETCOG	0.00
DUE FROM CEAP	0.00
DUE FROM DHS TRANSPORTATION	0.00
DUE FROM HOUSING	0.00
DUE FROM LOCAL ADMIN	0.00
PROPERTY & EQUIPMENT	1,698,348.01
LAND	0.00
BUILDINGS	0.00
EQUIPMENT	0.00
ACCUMULATED DEPRECIATION	(1,038,965.41)
RENTAL HOME DEPOSITS	0.00
PREPAID RENT	10,234.50
Prepaid Expense	0.00
PREPAID WORKERS COMP	0.00
PREPAID INSURANCE	18,928.55
PREPAID MAINTENANCE	0.00
Total Assets	<u><u>1,011,979.35</u></u>

Liabilities and Net Assets

ACCOUNTS PAYABLE	0.00
ACCOUNTS PAYABLE-OLD BOX	0.00
ACCOUNTS PAYABLE - REALWORLD	0.00
ACCOUNTS PAYABLE - ACCR & ADJ	0.00
ACCOUNTS PAYABLE - VALLEY	0.00
GRANT PAYABLE	0.00
NEW ACCOUNTS PAYABLE	414,559.60
STATE UNEMPLOYMENT TAXES	0.00
Sales Tax Payable	25.63
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
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

COMMUNITY SERVICES OF NORTHEAST TEXAS

Balance Sheet  
As of 12/31/2017

ACCRUED LIABILITIES	0.00
NOTE PAYABLE	11,100.00
DEFERRED REVENUE	0.00
RECIPROCAL ADJUSTMENT - ACCT 2000	0.00
RECIPROCAL ADJUSTMENT - ACCOUNT 2007	0.00
ACCRUED INTEREST PAYABLE	0.00
ACCRUED PAYROLL	0.00
ACCRUED VACATION	64,207.53
CONTIGENT LIABILITY	0.00
CONTINGENCY WX-QUESTIONED COST	0.00
DUE TO OTHER FUNDS	0.00
DUE TO HEADSTART	0.00
DUE TO DHS MEALS	0.00
DUE TO CSBG	0.00
DUE TO FEMA	0.00
DUE TO DHS TRANSPORTATION	0.00
DUE TO LOCAL ADMIN	0.00
DUE TO STATE	6,196.78
NET ASSETS	566,677.83
NET ASSETS - EQUIPMENT	0.00
NET ASSETS - NON FEDERAL	0.00
NET ASSETS - SFSP	0.00
NET ASSETS - CHIPS	0.00
NET ASSETS - PROPERTY	0.00
PRIOR PERIOD ADJUSTMENTS	0.00
Excess Revenues over Expenditures	(50,788.02)
Total Liabilities and Net Assets	<u>1,011,979.35</u>