#### **Community Services of Northeast Texas, Inc.**

**Head Start Policy Council Meeting** Tuesday, April 28, 2020 9:00 am **Zoom Conference Call** 

Meeting ID: 918-656-9330

Code: 8T2JzV **Linden Administrative Offices** 304 East Houston Linden, Texas

#### **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 (TX) –** 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 CSNT Mission - CSNT applies all available strategies enabling Northeast Texas families to lead improved, empowered, and self-reliant lives.

**₩Our Head Start Vision** – To provide a system of education and encouragement which results in school-readiness for young children and their families.

#### Invocation

- 1. **Call Meeting to Order**
- **Recognize New Policy Council Members** 2.
- **Establishment of Quorum** 3.
- 4. Approval of Agenda
- Approval of Minutes for March 24, 2020 5.
- 6. **Presentations**

Training – Policy Council Question Α.

7. Reports

A. Financial Report

Shelley Mitchell

Bernadette Harris

- a. Head Start Financial Report April 2020
- b. Credit Usage Report April 2020
- c. CACFP Financial Report April 2020
- B. Head Start Director Report

Bernadette Harris a. Head Start Report April 2020

b. PIR Report April 2020

1

#### Community Services of Northeast Texas, Inc.

Head Start
Policy Council Meeting
Tuesday, April 28, 2020 9:00 am
Zoom Conference Call

Meeting ID: 918-656-9330 Code: 8T2JzV

Linden Administrative Offices 304 East Houston Linden, Texas

C. Executive Director Report

Dan Boyd

- 8. Committee Reports
  - A. Appoint Committee Member(s)
- 9. Action Items
  - A. Discuss and/or Approve Head Start to Early Head Start Conversion Grant #06CH011282/01 Prorated EHS \$218,461/HS\$1,958,097
  - B. Discuss and/or Approve Playground Disposition Form for Head Start Grant #06CH011282/01 \$12,057.19
  - C. Discuss and/or Approve Texarkana Independent School District Memorandum of Understanding Changes 2020 2021 School Year
  - D. Discuss and/or Approve 2020 2021 USDA/CACFP Contract
  - E. Discuss and/or Approve 2020 2021 Nutrition Menus for CACFP Campuses
  - F. Discuss and/or Approve 2020 2021 Selection Criteria for Head Start and Early Head Start
- 10. Discussion Items

None

- 11. Audience Comments
- 12. Executive Session
  - A. Personnel
    - 1. New hires and terminations

Discussion with respect to any matter specifically made confidential by law or regulation. Topics may include, but are not limited to: Approval of new hires, terminations, and employee matters of a confidential nature.

- 13. Required Action from Executive Session
- 14. Adjourn

# Community Services of Northeast Texas, Inc. Head Start Policy Council Meeting Minutes Tuesday, March 24, 2020 9:15 am Linden Administration Offices 304 East Houston Street Linden, Texas Conference Call

			Sep-19	Oct-19	Dec-19	Jan-20	Feb-20	Mar-20
PC Attendance	Campus	Title	19	19	19	20	20	20
Chairpers	on - Cecelia Huff		х		х	х	X	х
Vice Chairp	erson - Denise H	ill	х					
Secretary -	Martavius Jones	S	х			х	X	
Brenda Swisher	Board Liaison/CC	Representative	х	х	х	х		
Cecelia Huff	Bowie County	Representative	х	х	х	х	х	х
LaTronya Andrews	Atlanta	Representative	Х			х		х
LaKetha Steger	Atlanta	Alternate						
Madeline McGill	Bloomburg	Representative	х					
Latoya Jones	Bloomburg	Alternate	Х		х	х	х	
Peggy Peters	D/LS	Representative	х	х		х	х	х
Tiandra Lee	D/LS	Alternate						
Maria Bello	Hughes Springs	Representative	х					
Wendy Bolton (2/25/2020)	Hughes Springs	Representative					Х	х
Eva Reese	Hughes Springs	Alternate						
LaTrina Castleberry	Linden	Representative						
Maria Castillo	Linden	Alternate	х	х				
Denise Hill	Naples	Representative	х	х			Х	
Nickie Carrillo	Naples	Alternate						
Candice Mendez	New Boston	Representative	х	х	х			
Madison Cooper	New Boston	Alternate						
Matravius "Lamont" Jones	Pittsburg	Representative	Х			x	Х	
Chandra Sheppard Duffey	Pittsburg	Alternate						
Teresa Davis	Texarkana	Representative	Х					
Jessica Chauncy	Texarkana	Alternate						

**Others in attendance: CSNT Staff**: Dan Boyd, Bernadette Harris, Bridgette Parton, Charlotte Hall and Shelley Mitchell

#### 1. Call to Order:

The meeting was called to order by Cecelia Huff, Policy Council Chairperson at 9:24 am, March 25, 2020, on a Conference Call due to COVID-19.

#### 2. Recognize New Policy Council Members:

None

#### 3. Establishment of Quorum:

Quorum was established with the following Policy Council Members present: Cecelia Huff, LaTronya Andrews, Wendy Bolton and Peggy Peters (came in at 9:32 am).

#### 4. Approval of Agenda:

Members reviewed the agenda. LaTronya Andrews moved to accept the agenda with adding Action Item9D – Discuss and/or Approve Personnel Policy #384 – Administrative Leave. This motion was seconded by Wendy Bolton. The motion was put to a vote with a majority of members voting in favor of by signaling aye. The motion carried.

#### 5. Approval of Minutes from February 25, 2020:

LaTronya Andrews moved to accept the minutes of the February 25, 2020 meeting as presented. The motion was seconded by Wendy Bolton. The motion was put to a vote with a majority of members voting in favor of by signaling aye. The motion carried.

#### 6. Presentations:

#### A. Policy Council Question - Bernadette Harris

Bernadette Harris reviewed information on the Grant process that was on the data information sheet in the packet.

#### 7. Reports:

#### A. Financial Report

Shelley Mitchell gave the report as presented.

#### **B.** Head Start Report

Bernadette Harris gave the Head Start Report as presented. She also reported how the Districts were handling the COVID-19 outbreak.

#### C. Executive Directors Report

Mr. Boyd entertained the members to come up with better communication ideas during the COVID-19 outbreak.

#### 8. Committee Reports:

#### A. Appoint Committee Members

None

#### **B. Committee Reports**

None

#### 9. Action Items:

#### A. Discuss and/or Approve Linden Head Start Playground Disposition \$8,421.90

Bernadette Harris reviewed the Linden Head Start Playground Disposition as presented. LaTronya Andrews approved the Linden Head Start Playground Disposition \$8,421.90 as presented. The motion was seconded by Wendy Bolton. The motion was put to a vote with a majority of members voting in favor of by signaling aye. The motion carried.

#### B. Discuss and/or Approve to Convert 47 Head Start Slots to 16 Early Head Start Slots

Bernadette Harris reviewed the Head Start to Early Head Start Conversion as presented. She stated the slot conversion could range from 41 - 51 slots. The exact number of slots converted will be given when the budget is finalized. Wendy Bolton approved to Convert 47 Head Start Slots to 16 Early Head Start Slots with the understanding that the numbers may change as presented. The motion was seconded by Peggy Peters. The motion was put to a vote with a majority of members voting in favor of by signaling aye. The motion carried.

## C. Discuss and/or Approve Head Start 2% COLA-Quality Improvement Grant Application (\$77,705 COLA & \$137,256 Quality Improvement = Total Grant Application \$214,961 NFS \$53,740)

Bernadette Harris reviewed the Cost of Living Allowance and Quality Improvement Grant Application as presented. Peggy Peters approved the Head Start 2% COLA-Quality Improvement Grant Application (\$77,705 COLA & \$137,256 Quality Improvement = Total Grant Application \$214,961 NFS \$53,740) as presented. The motion was seconded by LaTronya Andrews. The motion was put to a vote with a majority of members voting in favor of by signaling aye. The motion carried.

D. Discuss and/or Approve Personnel Policy #384 – Administrative Leave LaTronya Andrews approved the Personnel Policy #384 – Administrative Leave as presented. The motion was seconded by Peggy Peters. The motion was put to a vote with a majority of members voting in favor of by signaling aye. The motion carried.

#### 10. Discussion Items:

- A. Discuss Progress on Head Start Goals
  - a. Head Start Program Goals 2019-2020

Bridgette Parton discussed the Program Goals as presented.

b. Discuss Progress on Parent, Family and Community Engagement Goals 2019-2020

Bridgette Parton discussed the Parent, Family and Community Engagement Goals as presented.

#### 11. Audience Comments:

None

#### 12. Executive Session:

Peggy Peters moved for Policy Council to go into Executive Session at 9:49 am. Wendy Bolton seconded the motion.

Discuss new hires, terminations, transfers and employee matters of a confidential nature.

Peggy Peters made a motion to come back into regular session at 9:50 am. LaTronya Andrews seconded the motion.

#### 13. Required Action from Executive Session:

A motion was made by LaTronya Andrews to accept new hires, transfers, and terminations as presented. The motion was seconded by Peggy Peters. There was no discussion of the matter. The motion was put to a vote with a majority of members voting in favor of by signaling aye. The motion carried.

#### 14. Adjourn:

A motion to adjourn was made by Peggy Peters at 10:51 am. The motion was seconded by Wendy Bolton.

**Minutes Submitted by: Bridgette Parton** 

Minutes approved by:

#### **Head Start**

#### Financial Report for the month of April 2020

(March 2020 Expenditures)

(March 2020 Expenditur	(63)				Monthly	YTD	
<b>Funding Source</b>	Amount Funded	<b>Expenditures</b>	Total To Date	<u>Balance</u>	Budget	<u>Budget</u>	(Over)/Under
12 month program endin	ng 11-30-2020						
Personnel	\$2,434,092.00	\$188,996.08	\$715,376.28	\$1,718,715.72	\$202,841.00	\$811,364.00	\$95,987.72
Fringe Benefits	\$608,523.00	\$48,896.72	\$213,495.29	\$395,027.71	\$50,710.25	\$202,841.00	(\$10,654.29)
Travel (4120)	\$22,150.00	\$1,426.17	\$5,320.13	\$16,829.87	\$1,845.83	\$7,383.33	\$2,063.20
Equipment	\$56,000.00	\$0.00	\$0.00	\$56,000.00	\$4,666.67	\$18,666.67	\$18,666.67
Supplies	\$250,110.00	\$7,984.20	\$52,978.82	\$197,131.18	\$20,842.50	\$83,370.00	\$30,391.18
Contractual	\$18,330.00	\$0.00	\$0.00	\$18,330.00	\$1,527.50	\$6,110.00	\$6,110.00
Facilities / Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other (4120)	\$23,488.00	\$385.00	\$2,236.80	\$21,251.20	\$1,957.33	\$7,829.33	\$5,592.53
Other (4122)	\$518,171.00	\$48,906.76	\$195,389.38	\$322,781.62	\$43,180.92	\$172,723.67	(\$22,665.71)
Total	\$3,930,864.00	\$296,594.93	\$1,184,796.70	\$2,746,067.30	\$327,572.00	\$1,310,288.00	\$125,491.30
Т&ТА	\$45,638.00	\$1,811.17	\$7,556.93	\$38,081.07	\$3,803.17	\$15,212.67	\$7,655.74
Total							
USDA Reimbursements	through February 2	020					\$42,516.61
Estimated USDA Reiml	bursement for Marc	h 2020					\$5,588.27
				Resulting (over)/und	er with USDA	=	\$173,596.18
* Total Over/Under withou	ıt USDA				Further Anal	ysis	
Total Over/Ollide: William						•1.1	516

#### Accruals:

Actual year end payroll accrual \$10,500.00

	Amount Funded	<u>Expenditures</u>	Total To Date
Per Classroom	\$196,543.20	\$14,829.75	\$59,239.84
Per Child	\$7,617.95	\$574.80	\$2,296.12

IN-KIND (Non-Federal Share)			
Needed	This month	Total	Still need
\$982,716.00	\$115,760.27	\$501,220.35	\$481,495.65

Further Analysis	
Number of children	516
Number of classrooms	20

Monthly	YTD	
<b>Budget</b>	Budget	(Over)/Under
\$16,378.60	\$65,514.40	\$6,274.57
\$634.83	\$2,539.32	\$243.20

#### **Head Start**

#### Financial Report for the month of April 2020

(November 2019 Expenditures)

(November 2019 Expend	inures)				Monthly	YTD	
Funding Source	Amount Funded	Expenditures	Total To Date	Balance	Budget	Budget	(Over)/Under
12 month program endir		Expenditures	Total To Date	Barance	Daaget	<u> Dauget</u>	(Over) Onder
12 monin program enair	ig 11-30-2019						
Personnel	\$2,526,710.00	\$336,831.68	\$2,495,903.15	\$30,806.85	\$210,559.17	\$2,526,710.00	\$30,806.85
Fringe Benefits	\$628,820.00	\$56,079.52	\$618,412.94	\$10,407.06	\$52,401.67	\$628,820.00	\$10,407.06
Travel (4120)	\$22,150.00	\$3,535.20	\$23,520.00	(\$1,370.00)	\$1,845.83	\$22,150.00	(\$1,370.00)
Equipment	\$69,671.00	\$12,241.09	\$63,195.09	\$6,475.91	\$5,805.92	\$69,671.00	\$6,475.91
Supplies	\$143,036.00	\$44,259.98	\$163,708.33	(\$20,672.33)	\$11,919.67	\$143,036.00	(\$20,672.33)
Contractual	\$18,005.00	\$7,561.96	\$18,005.00	\$0.00	\$1,500.42	\$18,005.00	\$0.00
Facilities / Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other (4120)	\$23,488.00	\$2,932.33	\$19,127.11	\$4,360.89	\$1,957.33	\$23,488.00	\$4,360.89
Other (4122)	\$498,984.00	\$58,952.33	\$615,731.62	(\$116,747.62)	\$41,582.00	\$498,984.00	(\$116,747.62)
Total	\$3,930,864.00	\$522,394.09	\$4,017,603.24	(\$86,739.24)	\$327,572.00	\$3,930,864.00	(\$86,739.24)
T&TA	\$45,638.00	\$6,467.53	\$42,647.11	\$2,990.89	\$3,803.17	\$45,638.00	\$2,990.89
Total							
USDA Reimbursements	through November	2019					\$142,632.90
Estimated USDA Reim	bursement for					_	\$0.00
				Resulting (over)/unde	r with USDA	_	\$55,893.66
* Total Over/Under withou	ıt USDA				Further Analy	esis	
					Number of chi	ldren	516
Accruals:					Number of class	ssrooms	20
Actual year end payroll	accrual \$00.00						
					Monthly	YTD	
	Amount Funded	<b>Expenditures</b>	Total To Date		<u>Budget</u>	<u>Budget</u>	(Over)/Under
Per Classroom	\$196,543.20	\$26,119.70	\$200,880.16		\$16,378.60	\$196,543.20	(\$4,336.96)
Per Child	\$7,617.95	\$1,012.39	\$7,786.05		\$634.83	\$7,617.95	(\$168.10)

IN-KIND (Non-Federal Share)			
Needed	This month	Total	Still need
\$982,716.00	\$129,649.39	\$1,411,138.37	(\$428,422.37)

#### Community Services of Northeast Texas, Inc.

Credit Usage Report

#### Board Report -April 2020

Capital One Credit Card

January and February 2020 4,471.72
Payment due by 03/01/2020 Pd on 03/04/2020 (3,961.44)

Balance 510.28 Disputing

Charge

Sam's Club

Purchases for February 2020 619.20
Payment due by 03/28/2020 Pd on 03/18/2020 (619.20)

Balance

Line of Credit

 Program
 CSBG B
 VET Ser NOW
 TBRA

 Highest March 2020 Balance
 40,445.97
 700.00
 300.00

 Current balance
 34,097.00

 Exp pay off date
 5/31/2020

In House Line of Credit

 Program
 CSBG B
 CEAP B
 VET Ser NOW

 Highest February 2020 Balance
 185,520.00
 200.00
 2,360.00

 Current balance
 200.00

 Exp pay off date
 5/31/2020

TEXANA BANK LOANS

1-2

8

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

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

Dayments m	ust be received	by Epm ET		ir
TO SECURE SCHOOL SECURE				
mailed, or by	11:59pm ET on	due date to	r online and	phone
payments.				

payments.	
Account Summary	
Previous Balance as of 02/09/2020	\$614.82
Payments	-614.82
Purchases/Debits	+619.20
New Balance as of 03/08/2020	\$619.20
Credit Limit	\$5,500
Available Credit	\$4,880
Statement Closing Date	03/08/2020
Days in Billing Cycle	29

Payment Information	on			
New Balance		\$61	9.20	
Total Minimum				
Payment Due		\$5	0.00	
Payment Due Date	•	03/28/2	2020	

Therms	Fransaction Summary  Date						
Tran		Post	Transaction Reference #	Description	Amount		
02/28		02/28	P928000EH01HXR2J6	SAMS CLUB.COM 006279 BENTONVILLE AR	\$619.20		
				Total for COMMUNITY COUNCIL OF CASS	\$619.20		
02/23		02/23	P928000E9012S5NH1	PAYMENT - THANK YOU	-\$614.82		

Your Annual Percentage Rate (APR) is the annual interest rate on your account. (v) = variable rate													
Type of Expiration Annual Balance Subject to Interest Balance Date Percentage Rate Interest Rate Charge M													
Regular Purchases	N/A	24.40% (v)	\$0.00	\$0.00	20								

YOUR ANNUAL SAM'S CLUB MEMBERSHIP FEE WILL BE AUTOMATICALLY BILLED TO YOUR CREDIT ACCOUNT NEXT MONTH.

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

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

9280 2000 MP17

26471 Q303

2647]

Detach and mail this portion with your check. Do not include any correspondence with your check.



	Account Number: 6046-002023930-7289
Total Minimum Payment Due	Payment Due Date New Balance
\$50.00	03/28/2020 \$619.20

Payment Enclosed: Please use blue or black ink.



New address or email? Print changes on back.

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

րդիկնոլելիկիցիկորինորդիկիսումինդիկիրդիկ

Make Payment to: SAM'S CLUB/SYNCHRONY BANK P.O. BOX 530981 ATLANTA, GA 30353-0981

DEPENDED CONTROL OF THE PROPERTY OF THE PROPER

		COMMUNITY COUNCIL	L OF CAS	SS	
ACCOUNT #:	604620020/3930/7789	DATE OF SALE #: 200	228	P.O. #:	
INVOICE#: 000	0000	AUTHORIZATION #: 0	01767	CLUB #: 6279	
REFERENCE	#: P928000EH01HXR2J6	TRANSACTION #: 0		REGISTER #: 89	
S.K.U	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
	MERCHANDISE/CONS UMABLES	1.000	EA	\$619.2000	\$619.20
SUB \$619.20		TAX \$0.00		TOTAL INVOICE	\$619.20
				CREDITS TOTAL	\$0.00
				BALANCE DUE	\$619.20



#### Capital One, Corporate Card S

#### ment

\*\*10007735





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

լկիկիիիգիկորոկորությունուկիկիկերինիգիկ

CAPITAL ONE, N.A. CORPORATE CARD P.O. BOX 60024 NEW ORLEANS LA 70160-0024 ACCOUNT NUMBER XXXX XXXX XXXX XXXX PAYED AYMENT DUE DATE 03-01-20 MINIMUM PAYMENT \$4,471.72 NEW BALANCE \$4,471.72

AMOUNT SENCLOSED \$

#### <u>վկիդվելիվիվիիինինաններին արիկիկիիիի</u>

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

TINC OX 427

CALCOLOGY CONTRACTOR SEPERATED SEPER

STATEMENT MESSAGES

Your total finance charge paid for 2019 was \$362.77.

Please tear payment coupon at perforation.

FEB 1 & 2020 BY: 10

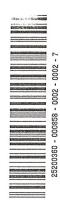
#### CORPORATE ACCOUNT SUMMARY

CORPORATE ACCOUNT NUMBER

CLOSING DATE 02-05-20	PREVIOUS BALANCE	3,104.86
PAYMENT DUE DATE 03-01-20	PURCHASES AND OTHER CHARGES	4,471.72
CREDIT LIMIT 10,000	CASH ADVANCES	.00
AVAILABLE CREDIT	CREDITS	.00
	PAYMENTS	3,104.86-
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 P.O. BOX 84012	NEW BALANCE	4,471.72
COLUMBUS GA 31908-4012	MINIMUM PAYMENT DUE	4,471.72
	DISPUTED AMOUNT	.00







ACCT. NUMBER: xxxx xxxx xxxx 7040

CREDIT LIMIT 10,000.00

**NEW BALANCE** 4,471.72

**AVAILABLE CREDIT** 5,528.28 CASH ADVANCE BALANCE

MINIMUM PAYMENT DUE

PAYMENT DUE DATE

03-01-20

4,471.72

.00

																										₹		

AVERAGE DAILY BALANCE

MONTHLY PERIODIC RATE

CORRESPONDING ANNUAL PERCENTAGE RATE

PERIODIC FINANCE CHARGE

PURCHASES CASH ADVANCES

\$0.00 \$0.00

0.9783% 1.4992% 11.74% 17.99%

\$0.00 \$0.00

ANNUAL PERCENTAGE RATE\*:

11.74%

Periodic rates may vary Number of days in billing cycle:

31

#### CORPORATE ACCOUNT ACTIVITY

COMMUNITY SERVICES OF NORTHEAS

XXXX-XXXX-XXXX-70410

TOTAL CORPORATE ACTIVITY \$3,104.86 CR

Post Trans

Date

Reference Number

**Transaction Description** 

Amount

01-22 01-21 75528020021298000590016

PAYMENT RECEIVED -- THANK YOU

3,104.86 PY

#### 

	UCKY BC		CREDITS \$0.00	PURCHASES \$4,471.72	CASH ADV \$0.00	TOTAL ACTIVITY \$4,471.72	
Post Date	Trans Date	Reference Number	Transaction Desc	ription			Amount
01-07	01-06	55429500006637297353095	CACFP.ORG 51285	08278 MD			950.00
01-08	01-07	55432860007200288666496	RESERVATIONS*A	LOFT DAL 855-956-2201 CT			510.28
01-14	01-13	55432860013200789351491	CCI*HOTEL RES 8	00-468-3578 TX			2,901.46
02-03	01-31	75470690033121704084454	HABITAT SUITES 1000197405	HOTEL AUSTIN TX ARRIVAL: 01	-30-20		109.98



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

#### **HEAD START NUTRITION PROGRAM**

April 2020 Financial Report
For the month of March 2020

#### **CACFP**

<u>Expenditures</u>	Total To Date
6,132.46	39,154.73
1,275.98	6,522.39
9,161.67	51,506.31
399.87	4,448.15
-	0.00
-	0.00
-	0.00
130.83	755.83
-	0.00
17,100.81	\$ 102,387.41
	6,132.46 1,275.98 9,161.67 399.87 - - - 130.83

TDHS REVENUE 5,588.27 80,299.64 (Income Starts October 2019)

#### **CSNT HS Report** Revised 2/21/17

#### **CSNT Head Start Monthly Report**

Program Year 01 2020 06CH011282/01

2020

Attendance/Enrollmer	١t
----------------------	----

	December	January	February	March	April	May	June	July	August	September	October	November
Funded Enrollment	516	516	516	516								
# additional students (partnerships)	9	11	9	7								
% with Special Needs	6%	7%	8%	7%								
ADA Funded Enrolled* (516)	516	516	516	516								
Enrollment (w/additional students)	525	527	525	523								
Present/ Absent	476/49	477/50	471/54	469/54								
* If below 85% (Why) -	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA

Non-Federal Share		\$965,823	\$464,593	\$501,230	48%	Needed						
	December	January	February	March	April	May	June	July	August	September	October	November
\$501.230	\$ 122.595	\$ 132.053	\$ 130.822	\$115.760								

Adimin Expenditures (including non-federal share)

Training Experience (minimum	ig mon roadian	311a10 <u>)</u>										
*Should not be above 15%	December	January	February	March	April	May	June	July	August	September	October	November
12%	\$ 37,765	\$ 98,536	\$ 150,027	\$ 200,628								

#### Meals/Reimbursements

\$48,105	December	January	February	March	April	May	June	July	August	September	October	November
# of service days	14	18	19	11								
# of meals served	5,496	6,924	7,014	2,504								
CACFP Reimbursement	\$ 12,081	\$ 15,143	\$ 15,293	\$ 5,588								

Program Monitoring

r rogram monitoring												
	December	January	February	March	April	May	June	July	August	September	October	November
# Child Files Reviewed	195	195	141	20								
# Classrooms Observed	42	47	73	32								
Incomes Verified	15	6	4	0								
# Parents Interviewed	20	4	10	0								
# of Staff interviewed	0	18	14	0								
# Bus Routes Observed	3	1	2	0								
# Staff Files Reviewed	5	0	0	0								
# Community Contacts	11	68	72	0								
# of Findings Corrected	38	22	30	0								

Annual Self-Assessment Find	lings_		Date:	Week of	2/18/2020	Completed	0/00/00					
	December	January	February	March	April	May	June	July	August	September	October	November
# of findings	2	3	3	3								
# findings corrected	2	0	0	0								
# findings remaining	0	3	3	3								

Annual Detailed Monitoring F	indings_			Week of	1/17/2020	Completed	0/00/00					
	December	January	February	March	April	May	June	July	August	September	October	November
# of findings	7	9	9	9								
# findings corrected	7	2	5	5								
# findings remaining	0	7	4	4								

Program Updates

Following Instructions from CDC and OHS for COVID-19

Started Closures March 16, 2020

Schools Closed for the Remainder of the School Year

05 AM	BPa	nton
PIR Snapshot	Total	Percentage
port: Head Start PIR Snapshot (Grid)		
PIR: Head Start 2019-2020		
Section: a. Total Funded Enrollment		
Number of enrollment slots that the program is funded to serve.	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 mat receive Head Start services cumulatively throughout the program year(all of whom are reported in the PIR) than indicated by the funded enrollment numbers.	580	100% of participants
Section: e. Participants By Age		
Two Years Old	0	0% of cumulative enrollment
Three Years Old	261	45% of cumulative enrollment
Four Years Old	319	55% 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	39	6.72% of cumulative enrollment
Section: g. Foster Care		
Total number of enrolled children who were in foster care at any point in the program year	20	3.45% of cumulative enrollment
Section: h. Prior Enrollment of Children		
Second Year	161	27.76% of cumulative enrollment
Three (or more) Years	0	0% of cumulative enrollment
Section: i. Ethnicity		
Hispanic or Latino Origin	99	17.07% of cumulative enrollment
Non-Hispanic or Non-Latino Origin	481	82.93% of cumulative enrollment
Section: j. Race		
American Indian or Alaska Native	3	0.52% of cumulative enrollment
Asian	6	1.03% of cumulative enrollment
Black or African American	277	47.76% of cumulative enrollment
Native Hawaiian or Pacific Islander	1	0.17% of cumulative enrollment
White	185	31.9% of cumulative enrollment
Biracial or Multi-Racial	62	10.69% of cumulative enrollment
Other Race	46	7.93% of cumulative enrollment
Unspecified Race	0	0% of cumulative enrollment

English	530	91.38% of cumulative enrollmen
Spanish	47	8.1% 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	3	0.52% of cumulative enrollmen
ection: I. Health Services		
Children With Health Insurance At Start of Enrollment	552	63.79% of cumulative enrollmer
Children With Health Insurance At End of Enrollment	370	63.79% of cumulative enrollmer
Children With A Medical Home At Start of Enrollment	540	93.1% of cumulative enrollmen
Children With A Medical Home At End of Enrollment	230	39.66% of cumulative enrollmer
Children With up-to-date Immunizations or all possible immunizations to date, or exempt at start of enrollment	570	98.28% of cumulative enrollmer
Children With up-to-date Immunizations or all possible immunizations to date, or exempt at end of enrollment	566	97.59% of cumulative enrollmer
Children with a dental home at start of enrollment	526	90.69% of cumulative enrollmer
Children with a dental home at end of enrollment	230	39.66% of cumulative enrollmer
ection: m. Disability Services		
Children with an Individualized Education Program (IEP), indicating they were determined eligible to receive special education and related services	49	8.45% of cumulative enrollmen
ection: n. Family Services		
Total Number of Families	541	100% of total families
Families Who Received at Least One Family Service	330	61% of total families
ection: o. Specific Services		
Emergency or Crisis Intervention	19	3.51% of total families
Housing Assistance	14	2.59% of total families
Mental Health Services	2	0.37% of total families
English as a Second Language (ESL) Training	11	2.03% of total families
Adult Education	47	8.69% of total families
Job Training	13	2.4% of total families
Substance Abuse Prevention	2	0.37% of total families
Substance Abuse Treatment	1	0.18% of total families
Child Abuse and Neglect Services	5	0.92% of total families
Domestic Violence Services	2	0.37% of total families
Child Support Assistance	6	1.11% of total families
Health Education	277	51.2% of total families
ricaitii LadCatiOII	L.,	
	2	() 37% of total families
Assistance to Families of Incarcerated Individuals  Parenting Education	279	0.37% of total families 51.57% of total families

#### **BUDGET INFORMATION - Non-Construction Programs**

OMB Number: 4040-0006 Expiration Date: 02/28/2022

#### **SECTION A - BUDGET SUMMARY**

	Grant Program Function or	Catalog of Federal Domestic Assistance	Estimated Unob	ligated Funds		New or Revised	Budget	
	Activity	Number	Federal	Non-Federal	Federal	Non-Fede	ral	Total
	(a)	(b)	(c)	(d)	(e)	(f)		(g)
1.	Head Start: Program Operations	93.600	\$	\$	\$ 1,551,874	\$	391,619	\$ 1,943,493
2.	Head Start:	93.600		0	14,604		0	14,604
3.	Early Head Start: Program Operations	93.600			170,205		43,692	213,897
4.	Early Head Start:	93.600			4,564		0	4,564
5.	Totals		\$ o	\$ 0	\$ 1,741,247	\$	435,311	\$ 2,176,558

#### **SECTION B - BUDGET CATEGORIES**

6. Object Class Categories				GRANT PROGRAM. F	FUN	ICTION OR ACTIVITY			Total
o. Object Olass Categories	(1)	)	(2		(3)		(4	)	(5)
		Head Start: Program Operations		Head Start:		Early Head Start: Program Operations		Early Head Start:	
a. Personnel	\$	1,004,363	\$		\$	94,851	\$	0	\$ 1,099,214
b. Fringe Benefits		251,091		0		23,713		0	274,804
c. Travel				9,960		0		2,190	12,150
d. Equipment		34,550		0		11,325		0	45,875
e. Supplies		53,963		600		16,100		164	70,827
f. Contractual		18,330		0		0		0	18,330
g. Construction		0		0		0		0	0
h. Other		189,577		4,044		24,216		2,210	220,047
i. Total Direct Charges (sum of 6a-6h)		1,551,874		14,604		170,205		4,564	\$ 1,741,247
j. Indirect Charges		0		0		0		0	\$ 0
k. TOTALS (sum of 6i and 6j)	\$	1,551,874	\$	14,604	\$	170,205	\$	4,564	\$ 1,741,247
	_		•				•		
7. Program Income	\$		\$		\$		\$		\$

			SECTION	<b>C</b> -	NON-FEDERAL RESO	UF	CES				
	(a) Grant Program				(b) Applicant		(c) State		(d) Other Sources		(e)TOTALS
8.	Head Start: Program Operations			\$	391,619	\$		\$		\$	391,619
9.	Head Start: TTA										0
10.	Early Head Start: Program Operations				43,692			]			43,692
11.	Early Head Start: TTA							]			0
12. <sup>-</sup>	TOTAL (sum of lines 8-11)			\$	435,311	\$	0	\$	0	\$	435,311
			SECTION	D -	FORECASTED CASH	NE	EDS				
		Total for	1st Year		1st Quarter		2nd Quarter		3rd Quarter		4th Quarter
13.	Federal	\$	1,741,247	\$	0	\$	0	\$	870,623	\$_	870,624
14.	Non-Federal	\$	435,311		0		0		217,656		217,655
15. <sup>-</sup>	TOTAL (sum of lines 13 and 14)	\$	2,176,558	\$	0	\$	0	\$	1,088,279	\$	1,088,279
	SECTION E - BU	DGET ESTIMA	TES OF FE	DE	RAL FUNDS NEEDED	FC	R BALANCE OF THE	PF	OJECT		
	(a) Grant Program						FUTURE FUNDING	PE			
					(b)First		(c) Second		(d) Third		(e) Fourth
16.				\$		\$		] \$		\$[	
17.								]			
18.								]			
19.								]			
20.	TOTAL (sum of lines 16 - 19)			\$		\$		\$		\$	
		5	SECTION F	- O	THER BUDGET INFOR	RM.	ATION	-			
21.	Direct Charges:				22. Indirect	Ch	arges:				
23.	Remarks:				·						

#### **Playground Disposition Form for Head Start**

Location	Description of Playground	Condition (Poor, Fair, Good, Excellent)	Disposition Process	Policy Council and Governing Board Approval Date	Estimated Monetary Value
Linden Head Start	2015 London Bridge Play Structure (\$17,387.00) – American Parks - For Children Ages 2-5	Good	Potential sale to School District where equipment is located	4/28/2020	Estimated Depreciated Value - \$8,693.50
Linden Head Start	2015 Custom Shade Canopy (\$3,342.00) – American Parks - For Children Ages 2-5	Good	Potential sale to School District where equipment is located	4/28/2020	Estimated Depreciated Value - \$103.95
Linden Head Start	2015 Rubber Mulch (\$10,450.00) – American Parks	Good	Potential sale to School District where equipment is located	4/28/2020	Estimated Depreciated Value - \$3135.00
Linden Head Start	2015 Landscape Timbers and Wear Mats (\$2,394.00) – American Parks	Good	Potential sale to School District where equipment is located	4/28/2020	Estimated Depreciated Value - \$124.74
			Т	OTAL COST	\$12,057.19

#### **Justification of sale**

This playground equipment was purchased for Linden Head Start children ages 3-4. These slots are being converted to Early Head Start slots at another location. The School District where the equipment is located is still offering Pre-kindergarten services and could use the equipment. If the District does not purchase the equipment, CSNT Head Start will move the equipment to another location. Costs to move the playground is very expensive and would cost as much as a new playground.

## Justification Summary of Changes to Texarkana ISD Partnership Grantee #06CH011282/01

	Grantee #06CH011282/01
Date	Description
_	to CSNT/TISD Partnership MOU and Teacher Contract with the 2020-
2021 Sch	ool Year
CSNT will	
	Hire (1) Campus Director, (2) Additional Teaching Assistants, and
	(4) Family Service Workers to implement Head Start services at the
	Dunbar Campus
	Contract w/TISD to provide (8) certified Teachers to implement
	Head Start services in (8) ISD Head Start/Pre-K Classrooms at a cost
	of \$18,000 per Teacher per year for a total of \$144,000
	Contract w/TISD to provide (8) certified Teacher Assistants to assist
	Teachers in implementing Head Start services in (8) ISD Head
	Start/Pre-K Classrooms at a cost of \$8,000 per Teacher Assistant
	per year for a total of \$64,000
	Provide for half of the supplies and materials needed for the (8) ISD
	Head Start/Pre-K Classrooms
TISD will:	
	Hire Campus staff that will partner with the Head Start Campus
	Director to implement Head Start services in (8) ISD Head
	Start/Pre-K Classrooms at the Dunbar Campus
	Hire (8) certified Teachers to implement Head Start services in (8)
	ISD Head Start/Pre-K Classrooms
	Hire (8) certified Teacher Assistants to assist Teachers in
	implementing Head Start services in (8) ISD Head Start/Pre-K
	Classrooms
	Provide for half of the supplies and materials needed for the (8) ISD
	Head Start/Pre-K Classrooms



#### Cylce One

- + MEANS A GOOD SOURCE OF VITAMIN A
- \* MEANS A GOOD SOURCE OF VITAMIN C

The quantities of food specified are the minimum serving size for children ages 3-5 based on the Child and Adult Food Program

Component size		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Milk - 3/4 c / 1/2 pt. Fruit/vegetable - 1/2 c Grain- 1/2 oz. eq. Meat/ma- maybe served 3 times a week inplace of grain	BREAKFAST	MILK MANGO*+ TOAST /jelly	MILK STRAWBERRIES* WG PANCAKE**	MILK ORANGE SLICES* SAUSAGE BISCUIT	MILK BANANA WG CEREAL	MILK MANDARIN ORANGE / MIX* CINNAMON TOAST
Milk - 3/4 c or 1/2 pt. Vegetable- 1/4 c Fruit- 1/4 c Grain- 1/2 oz eq. Meat/ma - 1 1/2 oz eq.	LUNCH	MILK PEAS & CARROTS*+ ROSIE PEARS CHICKEN SALAD BOAT	MILK BROCCOLI *+ PEACHES GRILLED CHEESE SANDWICH	MILK TATOR TOTS MIXED BERRIES*+ SLOPPY JOE SANDWICH	MILK GREEN BEANS FRESH FRUIT MAC & CHEESE / 1 OZ OF TURKEY	MILK TROPICAL FRUIT * MONSTER MARINARA
Serve 2 of the 5 Milk - 1/2 c Vegetable - 1/2 c Fruit - 1/2 c Grain -1/2 oz eq. Meat/ma - 1/2 oz	PM SNACK	APPLESAUCE * WG ENGLISH MUFFIN WATER	SNOW PEAS* YOGURT DIP WATER	1/2 SUNBUTTER SANDWICH WATER	BROCCOLI & CAULIFLOWER SALAD*+ WG BREAD STICK WATER	SUPER DRINK* WG CRACKERS WATER

Milk is served with Breakfast and Lunch. (Lactose free milk is served for children with milk allergies that have a Doctor statement) The Milk we serve is 1/2 pint of 1% Unfloavored, white.

\*\* CN Product

Example of Sesonal Fresh Fruit: Berries, Melon, Apple, Banana, Peach, Pineapple, Orange, Nectarine, Mangos, Kiwi, or Plum \*\*\* We served 1/2 cup water with our pm snacks



The Milk we serve is 1/2 pint of 1% Unfloavored, white.

#### Community Services Head Start 2020/ 20201 Menu

#### Cycle Two

- + MEANS A GOOD SOURCE OF VITAMIN A
- \* MEANS A GOOD SOURCE OF VITAMIN C

The quantities of food specified are the minimum serving size for children ages 3-5 based on the Child and Adult Food Program

Component size		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Milk - 3/4 c / 1/2 pt. Fruit/vegetable - 1/2 c Grain- 1/2 oz. eq. Meat/ma- maybe served 3 times a week inplace of grain	BREAKFAST	MILK PEACHES 1/2 TOAST 1/2 BOILED EGG	MILK MANDARIN ORANGE* YOGURT	MILK MIXED BERRY*+ WG PANCAKE**	MILK BANANA WG CEREAL	MILK COOKED APPLES* BISCUIT & GRAVY
Milk - 3/4 c or 1/2 pt. Vegetable- 1/4 c Fruit- 1/4 c Grain- 1/2 oz eq. Meat/ma - 1 1/2 oz eq.	LUNCH	MILK MANGO*+ JAMMIN JAMBALAYA*	MILK GREEN SALAD w/ diced tomatoes*+ ROSIE PEARS BEEF SOFT TACO	MILK COLESLAW*+ PINTO BEANS CORNBREAD FISH**	MILK PEAS & CARROTS*+ PINEAPPLE TIDBITS* BREADSTICK BBQ CHICKEN	MILK GREEN BEANS ROSIE APRICOTS*+ PASTITSIO
Serve 2 of the 5 Milk - 1/2 c Vegetable - 1/2 c Fruit - 1/2 c Grain -1/2 oz eq. Meat/ma - 1/2 oz	PM SNACK	CHEESE TOAST WATER	TORTILLA CHIPS REFRIED BEANS WATER	SCOBBY DOO GRAHAM CRACKERS CHEESE WATER	APPLESAUCE* GOLDFISH CRACKERS WATER	DRY FRUIT* ENGLISH MUFFIN w/jelly

Milk is served with Breakfast and Lunch. (Lactose free milk is served for children with milk allergies that have a Doctor statement)

\*\* CN Product

EXAMPLE OF SEASONAL FRESH FRUIT: Berries, Melon, Apple, Banana, Peach, Pineapple, Orange, Nectarine, Mangos, Kiwi, or Plum
\*\*\* We served 1/2 cup water with our pm snacks



#### Cycle Three

- + MEANS A GOOD SOURCE OF VITAMIN A
- \* MEANS A GOOD SOURCE OF VITAMIN C

The quantities of food specified are the minimum serving size for children ages 3-5 based on the Child and Adult Food Program

Component size		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Milk - 3/4 c / 1/2 pt. Fruit/vegetable - 1/2 c Grain- 1/2 oz. eq. Meat/ma- maybe served 3 times a week in place of grain	BREAKFAST	MILK DRY FRUIT* WG CEREAL	MILK BERRY*+ GOLDEN PORRIDGE	MILK ORANGE SLICES* BISCUIT & GRAVY	MILK DICED PEARS WG PANCAKE**	MILK FRUITY WHEEL*
Milk - 3/4 c or 1/2 pt. Vegetable- 1/4 c Fruit- 1/4 c Grain- 1/2 oz eq. Meat/ma - 1 1/2 oz eq.	LUNCH	MILK TATOR TOTS PEAS & CARROTS*+ BROWN RICE SALSBURY STEAK**	MILK FIESTA CORN TROPICAL FRUIT* CHICKEN & CHEESE QUESADILLA	MILK SPINACH SALAD*+ PINEAPPLE TIDBITS* CORNBREAD CHILI	MILK GREEN BEANS PEACHES CHICKEN SPAGHETTI	MILK GREEN SALAD w/ diced tomatoes*+ COOKED CINNAMON APPLES* ENGLISH MUFFIN CHEESE PIZZA
Serve 2 of the 5 Milk - 1/2 c Vegetable - 1/2 c Fruit - 1/2 c Grain -1/2 oz eq. Meat/ma - 1/2 oz	PM SNACK	FRUIT PARFAIT* WATER	TOMATO SALSA*+ TORTILLA CHIPS WATER	SUNBUTTER on a ENGLISH MUFFIN WATER	FRESH FRUIT * GOLDFISH CRACKERS WATER	BROCCOLI & CAULIFLOWER SALAD*+ WW CRACKERS

**EXAMPLE OF SEASONAL FF** 

The Milk we serve is 1/2 pint of 1% Unfloavored, white.

\*\* CN Product

Milk is served with Breakfast and Lunch. (Lactose free milk is served for children with milk allergies that have a Doctor statement)



#### Cycle Four

- + MEANS A GOOD SOURCE OF VITAMIN A
- \* MEANS A GOOD SOURCE OF VITAMIN C

The quantities of food specified are the minimum serving size for children ages 3-5 based on the Child and Adult Food Program

Component size		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Milk - 3/4 c / 1/2 pt. Fruit/vegetable - 1/2 c Grain- 1/2 oz. eq. Meat/ma- maybe served 3 times a week inplace of grain	BREAKFAST	MILK PEACHES PANCAKES**	MILK DICED PEARS CINNAMON TOAST	MILK DRY FRUIT* YOGURT	MILK BANANA SAUSAGE BISCUIT	MILK FRUIT WHEELS*
Milk - 3/4 c or 1/2 pt. Vegetable- 1/4 c Fruit- 1/4 c Grain- 1/2 oz eq. Meat/ma - 1 1/2 oz eq.	LUNCH	MILK MANGOS*+ SUMMER SIZZLER*+	MILK SPINACH SALAD/ tomatoes*+ PINEAPPLE/BERRY*+ CHILI CORN CHIP BAKE	MILK COLESLAW*+ TATOR TOTS CORNBREAD FISH**	MILK GREEN SALAD/ tomatoes*+ MIX FRUIT BEEF & CHEESE NACHOES	MILK CARROTS+ PEACHES CHICKEN SALAD BOAT
Serve 2 of the 5 Milk - 1/2 c Vegetable - 1/2 c Fruit - 1/2 c Grain -1/2 oz eq. Meat/ma - 1/2 oz	PM SNACK	BREADSTICK SUNBUTTER WATER	APPLESAUCE* SCOBBY DOO GRAHAM CRACKERS WATER	TORTILLA CHIPS REFRIED BEANS WATER	FRESH FRUIT* HONEY YOGURT DIP WATER	WG CRACKERS BOILED EGG WATER

**EXAMPLE OF SEASONAL FF** 

The Milk we serve is 1/2 pint of 1% Unfloavored, white.

\*\* CN Product

Milk is served with Breakfast and Lunch. (Lactose free milk is served for children with milk allergies that have a Doctor statement)



#### Cycle Five

- + MEANS A GOOD SOURCE OF VITAMIN A
- \* MEANS A GOOD SOURCE OF VITAMIN C

The quantities of food specified are the minimum serving size for children ages 3-5 based on the Child and Adult Food Program

Component size		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Milk - 3/4 c / 1/2 pt. Fruit/vegetable - 1/2 c Grain- 1/2 oz. eq. Meat/ma- maybe served 3 times a week inplace of grain	BREAKFAST	MILK COOKED CINNAMON APPLES* WG PANCAKE*	MILK ORANGE SLICES* CINNAMON ENGLISH MUFFIN	MILK BANANA TOAST BOILED EGG	MILK MANDARIN ORANGES BISCUIT/jelly	MILK BERRY*+ YOGURT
Milk - 3/4 c or 1/2 pt. Vegetable- 1/4 c Fruit- 1/4 c Grain- 1/2 oz eq. Meat/ma - 1 1/2 oz eq.	LUNCH	MILK PINTO BEANS TROPICAL FRUIT*+ GRILLED CHEESE SANDWICH	MILK CHEESEY BROCCOLI & CAULIFLOWER*+ PEARS PASTITISIO	MILK SPINACH SALAD *+ PINEAPPLE TIDBITS BREADSTICK BBQ CHICKEN	MILK ROSIE APPLESAUCE* MONSTER MARINARA	MILK GREEN BEANS MANGOS*+ BROWN RICE SALSBURY STEAK**
Serve 2 of the 5 Milk - 1/2 c Vegetable - 1/2 c Fruit - 1/2 c Grain -1/2 oz eq. Meat/ma - 1/2 oz	PM SNACK	BROCCOLI & CAULIFLOWER SALAD*+ WG CRACKERS WATER	FRUIT PARFAIT* WATER	APPLE SLICES* GOLDFISH CRACKERS WATER	CHEESEY TOAST WATER	CUCUMBER SLICES CHEESE WATER

**EXAMPLE OF SEASONAL FF** 

The Milk we serve is 1/2 pint of 1% Unfloavored, white.

\*\* CN Product

Milk is served with Breakfast and Lunch. (Lactose free milk is served for children with milk allergies that have a Doctor statement)



#### Cycle Six

- + MEANS A GOOD SOURCE OF VITAMIN A
- \* MEANS A GOOD SOURCE OF VITAMIN C

The quantities of food specified are the minimum serving size for children ages 3-5 based on the Child and Adult Food Program

Component size		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Milk - 3/4 c / 1/2 pt. Fruit/vegetable - 1/2 c Grain- 1/2 oz. eq. Meat/ma- maybe served 3 times a week inplace of grain	BREAKFAST	MILK PINEAPPLE TIDBITS SAUSAGE BISCUIT	MILK APRICOTS*+ PANCAKE	MILK APPLE SLICES* 1/2 CHEESEY TOAST	MILK BANANA GOLDEN PORRIDGE	MILK MANDARIN ORANGES*+ CINNAMON ENGLISH MUFFIN
Milk - 3/4 c or 1/2 pt. Vegetable- 1/4 c Fruit- 1/4 c Grain- 1/2 oz eq. Meat/ma - 1 1/2 oz eq.	LUNCH	MILK PEAS & CARROTS*+ TROPICAL FRUIT*+ MAC & CHEESE 1 0Z TURKEY	MILK GREEN BEANS TATOR TOTS SLOPPY JOE	MILK SPINACH SALAD / tomatoes*+ PEACHES CHICKEN SPAGHETTI	MILK SNOW PEAS*+ PEARS TURKEY AND CHEESE SANDWICH	MILK APPLE SLICES* BREADSTICK CHICKEN & VEGETABLE* SOUP
Serve 2 of the 5 Milk - 1/2 c Vegetable - 1/2 c Fruit - 1/2 c Grain -1/2 oz eq. Meat/ma - 1/2 oz	PM SNACK	TOMATO SALSA*+ TORTILLA CHIPS WATER	SUPER DRINK* 2 WG CRACKERS WATER	CUCUMBER SLICES CHEESE WATER	DRY FRUIT* HONEY YOGURT DIP WATER	1/2 SUNBUTTER SANDWICH WATER

Milk is served with Breakfast and Lunch. (Lactose free milk is served for children with milk allergies that have a Doctor statement)

The Milk we serve is 1/2 pint of 1% Unfloavored, white.

\*\* CN

\*\* CN Product

EXAMPLE OF SEASONAL FRESH FRUIT: Berries, Melon, Apple, Banana, Peach, Pineapple, Orange, Nectarine, Mangos, Kiwi, or Plum
\*\*\* We served 1/2 cup water with our pm snacks



#### Cylce One

- + MEANS A GOOD SOURCE OF VITAMIN A
- \* MEANS A GOOD SOURCE OF VITAMIN C

The quantities of food specified are the minimum serving size for children ages 12 month - 36 months based on the Child and Adult Food Program

Component size		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Milk - 1/2 c Fruit/vegetable - 1/ 4c Grain- 1/2 oz. eq. Meat/ma- maybe served 3 times a week inplace of grain	BREAKFAST	MILK BANANA TOAST /jelly	MILK STRAWBERRIES* WG PANCAKE**	MILK ORANGE SLICES* SAUSAGE BISCUIT	MILK BANANA WG CEREAL	MILK MANDARIN ORANGE* CINNAMON TOAST
Milk - 1/2c Vegetable- 1/8 c Fruit- 1/8 c Grain- 1/2 oz eq. Meat/ma - 1 oz eq.	LUNCH	MILK PEAS & CARROTS*+ ROSIE PEARS CHICKEN SALAD BOAT	MILK DICED BROCCOLI*+ PEACHES GRILLED CHEESE SANDWICH	MILK TATOR TOTS MIXED BERRIES*+ SLOPPY JOE SANDWICH	MILK GREEN BEANS FRESH FRUIT MAC & CHEESE / 1 OZ OF TURKEY	MILK TROPICAL FRUIT * MONSTER MARINARA
Serve 2 of the 5 Milk - 1/2 c Vegetable - 1/2 c Fruit - 1/2 c Grain -1/2 oz eq. Meat/ma - 1/2 oz	PM SNACK	APPLESAUCE * WG ENGLISH MUFFIN WATER	SNOW PEAS* YOGURT DIP WATER	1/2 SUNBUTTER SANDWICH WATER	BROCCOLI & CAULIFLOWER SALAD*+ GOLDFISH CRACKERS WATER	SUPER DRINK* WG CRACKERS WATER

Milk is served with Breakfast and Lunch. (Lactose free milk is served for children with milk allergies that have a Doctor statement)

The Milk we serve is whole Unfloavored to 1-2 years of age: 2-3 years of age we serve 1% Unflavored milk.

\*\* CN Product

Example of Seasonal Fresh Fruit: Berries, Melon, Apple, Banana, Peach, Pinapple, Orange, Nectarine, Mango, Kiwi, or Plum

\*\*\* We served 1/2 cup water with our pm snacks



#### Cycle Two

- + MEANS A GOOD SOURCE OF VITAMIN A
- \* MEANS A GOOD SOURCE OF VITAMIN C

The quantities of food specified are the minimum serving size for children ages 12 month - 36 months based on the Child and Adult Food Program

Component size		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Milk - 1/2c Fruit/vegetable - 1/2 c Grain- 1/2 oz. eq. Meat/ma- maybe served 3 times a week inplace of grain	BREAKFAST	MILK PEACHES 1/2 TOAST 1/2 BOILED EGG	MILK MANDARIN ORANGE* YOGURT	MILK MIXED BERRY*+ WG PANACAKE**	MILK BANANA WG CEREAL	MILK COOKED APPLES* BISCUIT w/jelly
Milk - 1/2c Vegetable- 1/8 c Fruit- 1/8 c Grain- 1/2 oz eq. Meat/ma - 1 oz eq.	LUNCH	MILK MANGO*+ JAMMIN JAMBALAYA*	MILK GREEN SALAD w/ diced tomatoes*+ ROSIE PEARS BEEF SOFT TACO	MILK COLESLAW*+ PINTO BEANS CORNBREAD FISH**	MILK PEAS & CARROTS*+ PINEAPPLE TIDBITS* WW BREAD BBQ CHICKEN	MILK GREEN BEANS ROSIE APRICOTS*+ PASTITSIO
Serve 2 of the 5 Milk - 1/2 c Vegetable - 1/2 c Fruit - 1/2 c Grain -1/2 oz eq. Meat/ma - 1/2 oz	PM SNACK	CHEESE TOAST WATER	FRITOS REFRIED BEANS WATER	SCOBBY DOO GRAHAM CRACKERS CHEESE WATER	APPLESAUCE* GOLDFISH CRACKERS WATER	BERRIES* ENGLISH MUFFIN w/jelly

Milk is served with Breakfast and Lunch. (Lactose free milk is served for children with milk allergies that have a Doctor statement)

The Milk we serve is whole Unfloavored to 1-2 years of age: 2-3 years of age we serve 1% Unflavored milk.

\*\* CN Product EXAMPLE OF SEASONAL FRESH FRUIT: Berries, Melon, Apple, Banana, Peach, Pineapple, Orange, Nectarine, Mangos, Kiwi, or Plum

<sup>\*\*\*</sup> We served 1/2 cup water with our pm snacks



#### Cycle Three

- + MEANS A GOOD SOURCE OF VITAMIN A
- \* MEANS A GOOD SOURCE OF VITAMIN C

\*\* CN Product

The quantities of food specified are the minimum serving size for children ages 12 month -36 months based on the Child and Adult Food Program

Component size		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Milk - 1/2c Fruit/vegetable - 1/2 c Grain- 1/2 oz. eq. Meat/ma- maybe served 3 times a week in place of grain	BREAKFAST	MILK FRESH FRUIT* WG CEREAL	MILK BERRY*+ GOLDEN PORRIDGE	MILK ORANGE SLICES* BISCUIT w/ jelly	MILK DICED PEARS WG PANCAKE**	MILK FRUITY WHEEL*
Milk - 1/2c Vegetable- 1/8 c Fruit- 1/8 c Grain- 1/2 oz eq. Meat/ma - 1 oz eq.	LUNCH	MILK TATOR TOTS PEAS & CARROTS*+ BROWN RICE SALSBURY STEAK**	MILK FIESTA CORN TROPICAL FRUIT* CHICKEN & CHEESE QUESADILLA	MILK SPINACH SALAD*+ PINEAPPLE TIDBITS* CORNBREAD CHILI	MILK GREEN BEANS PEACHES CHICKEN SPAGHETTI	MILK GREEN SALAD w/ diced tomatoes*+ COOKED CINNAMON APPLES* ENGLISH MUFFIN CHEESE PIZZA
Serve 2 of the 5 Milk - 1/2 c Vegetable - 1/2 c Fruit - 1/2 c Grain -1/2 oz eq. Meat/ma - 1/2 oz	PM SNACK	FRUIT PARFAIT* WATER	TOMATO SALSA*+ FRITOS WATER	SUNBUTTER on a ENGLISH MUFFIN WATER	FRESH FRUIT * GOLDFISH CRACKERS WATER	BROCCOLI & CAULIFLOWER SALAD*+ WW CRACKERS

Milk is served with Breakfast and Lunch. (Lactose free milk is served for children with milk allergies that have a Doctor statement)

The Milk we serve is whole Unfloavored to 1-2 years of age: 2-3 years of age we serve 1% Unflavored milk.

\*\* C

EXAMPLE OF SEASONAL FRESH FRUIT: Berries, Melon, Apple, Banana, Peach, Pineapple, Orange, Nectarine, Mangos, Kiwi, or Plum

<sup>\*\*\*</sup> We served 1/2 cup water with our pm snacks



#### Cycle Four

- + MEANS A GOOD SOURCE OF VITAMIN A
- \* MEANS A GOOD SOURCE OF VITAMIN C

The quantities of food specified are the minimum serving size for children ages 12 month - 36 months based on the Child and Adult Food Program

Component size		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Milk - 1/2 c Fruit/vegetable - 1/2 c Grain- 1/2 oz. eq. Meat/ma- maybe served 3 times a week inplace of grain	BREAKFAST	MILK PEACHES PANCAKES**	MILK DICED PEARS CINNAMON TOAST	MILK BERRY* YOGURT	MILK BANANA SAUSAGE BISCUIT	MILK FRUIT WHEELS*
Milk - 1/2c Vegetable- 1/8 c Fruit- 1/8 c Grain- 1/2 oz eq. Meat/ma - 1 oz eq.	LUNCH	MILK MANGOS*+ SUMMER SIZZLER*+	MILK SPINACH SALAD/ tomatoes*+ PINEAPPLE/BERRY*+ CHILI CORN CHIP BAKE	MILK COLESLAW*+ TATOR TOTS CORNBREAD FISH**	MILK GREEN SALAD/ tomatoes*+ MIX FRUIT BEEF & CHEESE NACHOS	MILK CARROTS+ PEACHES CHICKEN SALAD BOAT
Serve 2 of the 5 Milk - 1/2 c Vegetable - 1/2 c Fruit - 1/2 c Grain -1/2 oz eq. Meat/ma - 1/2 oz	PM SNACK	WG CRACKERS SUNBUTTER WATER	APPLESAUCE* SCOBBY DOO GRAHAM CRACKERS WATER	FRITOS REFRIED BEANS WATER	FRESH FRUIT* HONEY YOGURT DIP WATER	WG CRACKERS BOILED EGG WATER

Milk is served with Breakfast and Lunch. (Lactose free milk is served for children with milk allergies that have a Doctor statement) The Milk we serve is whole Unfloavored to 1-2 years of age: 2-3 years of age we serve 1% Unflavored milk. \*\* CN Product

EXAMPLE OF SEASONAL FRESH FRUIT: Berries, Melon, Apple, Banana, Peach, Pineapple, Orange, Nectarine, Mangos, Kiwi, or Plum



#### Cycle Five

- + MEANS A GOOD SOURCE OF VITAMIN A
- \* MEANS A GOOD SOURCE OF VITAMIN C

The quantities of food specified are the minimum serving size for children ages 12 month -36 months based on the Child and Adult Food Program

Component size		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Milk - 1/2 c Fruit/vegetable - 1/2 c Grain- 1/2 oz. eq. Meat/ma- maybe served 3 times a week inplace of grain	BREAKFAST	MILK COOKED CINNAMON APPLES* WG PANCAKE*	MILK ORANGE SLICES* CINNAMON ENGLISH MUFFIN	MILK BANANA TOAST BOILED EGG	MILK MANDARIN ORANGES* BISCUIT/jelly	MILK BERRY*+ YOGURT
Milk -1/2 c Vegetable- 1/8 c Fruit- 1/8 c Grain- 1/2 oz eq. Meat/ma - 1 oz eq.	LUNCH	MILK PINTO BEANS TROPICAL FRUIT*+ GRILLED CHEESE SANDWICH	MILK CHEESEY BROCCOLI & CAULIFLOWER*+ PEARS PASTITISIO	MILK SPINACH SALAD *+ PINEAPPLE TIDBITS WW BREAD BBQ CHICKEN	MILK ROSIE APPLESAUCE* MONSTER MARINARA	MILK GREEN BEANS MANGOS*+ BROWN RICE SALSBURY STEAK**
Serve 2 of the 5 Milk - 1/2 c Vegetable - 1/2 c Fruit - 1/2 c Grain -1/2 oz eq. Meat/ma - 1/2 oz	PM SNACK	BROCCOLI & CAULIFLOWER SALAD*+ WG CRACKERS WATER	FRUIT PARFAIT* WATER	APPLE SLICES* GOLDFISH CRACKERS WATER	CHEESEY TOAST WATER	CUCUMBER SLICES CHEESE WATER

Milk is served with Breakfast and Lunch. (Lactose free milk is served for children with milk allergies that have a Doctor statement)

The Milk we serve is whole Unfloavored to 1-2 years of age: 2-3 years of age we serve 1% Unflavored milk.

\*\* CN Product EXAMPLE OF SEASONAL FRESH FRUIT: Berries, Melon, Apple, Banana, Peach, Pineapple, Orange, Nectarine, Mangos, Kiwi, or Plum

<sup>\*\*\*</sup> We served 1/2 cup water with our pm snacks



#### Cycle Six

- + MEANS A GOOD SOURCE OF VITAMIN A
- \* MEANS A GOOD SOURCE OF VITAMIN C

The quantities of food specified are the minimum serving size for children ages 12 month - 36 months based on the Child and Adult Food Program

Component size		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Milk - 1/2 c Fruit/vegetable - 1/2 c Grain- 1/2 oz. eq. Meat/ma- maybe served 3 times a week inplace of grain	BREAKFAST	MILK PINEAPPLE TIDBITS SAUSAGE BISCUIT	MILK APRICOTS*+ PANCAKE	MILK APPLE SLICES* 1/2 CHEESEY TOAST	MILK BANANA GOLDEN PORRIDGE	MILK MANDARIN ORANGES*+ CINNAMON ENGLISH MUFFIN
Milk - 1/2 c Vegetable- 1/8 c Fruit- 1/8 c Grain- 1/2 oz eq. Meat/ma - 1 oz eq.	LUNCH	MILK PEAS & CARROTS*+ TROPICAL FRUIT*+ MAC & CHEESE 1 0Z TURKEY	MILK GREEN BEANS TATOR TOTS SLOPPY JOE	MILK SPINACH SALAD / tomatoes*+ PEACHES CHICKEN SPAGHETTI	MILK TOMATO SLICES*+ PEARS TURKEY AND CHEESE SANDWICH	MILK APPLE SLICES* WG CRACKERS CHICKEN & VEGETABLE* SOUP
Serve 2 of the 5 Milk - 1/2 c Vegetable - 1/2 c Fruit - 1/2 c Grain -1/2 oz eq. Meat/ma - 1/2 oz	PM SNACK	SCOBBY DOO GRAHAM CRACKERS SUNBUTTER WATER	SUPER DRINK* 2 WG CRACKERS WATER	CUCUMBER SLICES CHEESE WATER	FRESH FRUIT* HONEY YOGURT DIP WATER	1/2 SUNBUTTER SANDWICH WATER

Milk is served with Breakfast and Lunch. (Lactose free milk is served for children with milk allergies that have a Doctor statement)

The Milk we serve is whole Unfloavored to 1-2 years of age: 2-3 years of age we serve 1% Unflavored milk.

\*\* CN Product

EXAMPLE OF SEASONAL FRESH FRUIT : Berries, Melon, Apple, Banana, Peach, Pineapple, Orange, Nectarine, Mangos, Kiwi, or Plum

#### **Community Services Of Northeast Tex**

**Eligibility Configuration** 

#### Selection Criteria 2020-2021

#### Applies to:

Community Services Of Northeast Tex - Head Start 2020 - 2021 Community Services Of Northeast Tex - Head Start 2019 - 2020

#### Automatically assign points based on Income

Foster Homeless Public Assistance	200 200 200
0 - 50%	85
51 - 75%	75
76 - 100%	65
101 - 130%	15
131 - 150%	10
151 - 400%	5

#### Automatically assign points based on Class Age

0 - 35 mo	0
36 - 41 mo	65
42 - 47 mo	75
48 - 53 mo	85
54 - 59 mo	95

Participant is not eligible if 60 months old or older on the school-year cut-off date.

#### Other Eligibility Criteria

Attending and/or attended Early Head Start or ECI

95 Yes

SNAPS Medicaid, CCMS, WIC

80 Yes

Parental Status

105 Grandparent raising grandchild

95 Guardian

90 One Parent/Dad

85 One Parent/Mom

75 Two Parent

#### Disability

100 Diagnosed Disability with IEP

85 Suspected Disability with explanation

0 No Diagnosed Disability

Child with sibling enrolled in the program

70 Yes

Open case with CPS

40 Yes

Over income with a Disability

100 Yes

4 Year old with a diability with an IEP

20 Yes

3 Year old with a disability with an IEP

25 Yes

Homeless, Foster, or Public Assistance

100 Yes

4/21/2020 9:23 AM

## **Community Services Of Northeast Tex Eligibility Configuration**

Page 2 of 2 **BParton** 

#### Selection Criteria 2020-2021

#### Other Eligibility Criteria

ESL

100 Yes

Active Military

100 Yes

Former Foster Child

100 Yes

Three Year old in Naples/New Boston/Pittsburg

40

Parent Under the Age of 23

40 Yes

Parent Currently Incarcerated

40 Yes

#### **Community Services Of Northeast Tex**

**Eligibility Configuration** 

#### EHS Selection Criteria 2020-2021

#### Applies to:

Community Services Of Northeast Tex - Head Start 2020 - 2021 Community Services Of Northeast Tex - Head Start 2019 - 2020

#### Automatically assign points based on Income

	200 200 200
0 - 50%	85
51 - 75%	75
76 - 100%	65
101 - 130%	15
131 - 150%	10
151 - 400%	5

#### Automatically assign points based on Class Age

0 - 11 mo	75
12 - 23 mo	85
24 - 36 mo	95

Participant is not eligible if 36 months old or older on the school-year cut-off date.

#### Other Eligibility Criteria

40

Yes

#### SNAPS Medicaid, CCMS, WIC 80 Yes Parental Status 105 Grandparent raising grandchild 95 Guardian 90 One Parent/Dad 85 One Parent/Mom 75 Two Parent Disability 100 Diagnosed Disabilty with IEP/IFSP 85 Suspected Disability with explanation 0 No Diagnosed Disability Child with sibling enrolled in the Head Start program 70 Yes Open case with CPS 40 Yes Over income with a Disability 100 Homeless, Foster, or Public Assistance 100 Yes **ESL** 100 Yes **Active Military** Former Foster Child 100 Yes Teen Parent

4/21/2020 9:22 AM

## **Community Services Of Northeast Tex Eligibility Configuration**

Page 2 of 2 BParton

EHS Selection Criteria 2020-2021

Other Eligibility Criteria

Parent Currently Incarcerated

40 Yes