

Head Start

Financial Report for the month of December 2023

(November 2023 Expenditures)

<u>Funding Source</u>	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Balance</u>	<u>Monthly Budget</u>	<u>YTD Budget</u>	<u>(Over)/Under</u>
<i>12 month program ending 11-30-2022</i>							
Personnel	\$2,351,429.00	\$247,327.63	\$2,163,302.19	\$188,126.81	\$195,952.42	\$2,351,429.00	\$188,126.81
Fringe Benefits	\$571,408.00	\$45,319.99	\$505,273.72	\$66,134.28	\$47,617.33	\$571,408.00	\$66,134.28
Travel (4120)	\$10,000.00	\$0.00	\$5,733.27	\$4,266.73	\$833.33	\$10,000.00	\$4,266.73
Equipment	\$35,000.00	\$0.00	\$25,900.75	\$9,099.25	\$2,916.67	\$35,000.00	\$9,099.25
Supplies	\$198,845.00	\$20,040.01	\$169,713.49	\$29,131.51	\$16,570.42	\$198,845.00	\$29,131.51
Contractual	\$292,100.00	\$0.00	\$283,858.00	\$8,242.00	\$24,341.67	\$292,100.00	\$8,242.00
Facilities / Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other (4120)	\$30,381.00	\$0.00	\$34,647.73	(\$4,266.73)	\$2,531.75	\$30,381.00	(\$4,266.73)
Other (4122)	\$941,063.00	\$65,424.70	\$991,043.72	(\$49,980.72)	\$78,421.92	\$941,063.00	(\$49,980.72)
Total	\$4,430,226.00	\$378,112.33	\$4,179,472.87	\$250,753.13	\$369,185.50	\$4,430,226.00	\$250,753.13
T&TA	\$40,381.00	\$0.00	\$40,381.00	\$0.00	\$3,365.08	\$40,381.00	\$0.00
Total							
USDA Reimbursements through October 2023							\$113,416.69
Estimated USDA Reimbursement for November 2023							\$11,945.55
							<u>\$376,115.37</u>
							Resulting (over)/under with USDA

* Total Over/Under without USDA

Accruals: \$4.00
 Actual year end payroll accrual

Further Analysis	
Number of children	465
Number of classrooms	26

<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Monthly Budget</u>	<u>YTD Budget</u>	<u>(Over)/Under</u>	
Per Classroom	\$170,393.31	\$14,542.78	\$160,748.96	\$14,199.44	\$170,393.31	\$9,644.35
Per Child	\$9,527.37	\$813.14	\$8,988.11	\$793.95	\$9,527.37	\$539.25

IN-KIND (Non-Federal Share)				
Needed	This month	Total	Still need	
\$1,107,557.00	\$137,529.87	\$1,477,955.26	(\$370,398.26)	

Early Head Start

Financial Report for the month of December 2023

(November 2023 Expenditures)

<u>Funding Source</u>	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Balance</u>	<u>Monthly Budget</u>	<u>YTD Budget</u>	<u>(Over)/Under</u>
<i>12 month program ending 11-30-2022</i>							
Personnel	\$144,584.00	\$12,533.72	\$124,929.06	\$19,654.94	\$12,048.67	\$144,584.00	\$19,654.94
Fringe Benefits	\$35,423.00	\$2,425.65	\$44,757.05	(\$9,334.05)	\$2,951.92	\$35,423.00	(\$9,334.05)
Travel (4120)	\$2,190.00	\$0.00	\$532.21	\$1,657.79	\$182.50	\$2,190.00	\$1,657.79
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies	\$20,022.00	\$158.70	\$10,825.21	\$9,196.79	\$1,668.50	\$20,022.00	\$9,196.79
Contractual	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Facilities / Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other (4120)	\$3,067.00	\$0.00	\$4,724.79	(\$1,657.79)	\$255.58	\$3,067.00	(\$1,657.79)
Other (4122)	\$57,920.00	\$1,862.01	\$37,160.53	\$20,759.47	\$4,826.67	\$57,920.00	\$20,759.47
Total	\$263,206.00	\$16,980.08	\$222,928.85	\$40,277.15	\$21,933.83	\$263,206.00	\$40,277.15
T&TA	\$5,257.00	\$0.00	\$5,257.00	\$0.00	\$438.08	\$5,257.00	\$0.00
Total							
USDA Reimbursements through October 2023							\$15,998.64
Estimated USDA Reimbursement for November 2023							\$1,461.51
							<u>\$57,737.30</u>
							Resulting (over)/under with USDA

* Total Over/Under without USDA

Accruals:

Actual year end payroll accrual

	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Monthly Budget</u>	<u>YTD Budget</u>	<u>(Over)/Under</u>
Per Classroom	\$131,603.00	\$8,490.04	\$111,464.43	\$10,966.92	\$131,603.00	\$20,138.58
Per Child	\$16,450.38	\$1,061.26	\$13,933.05	\$1,370.86	\$16,450.38	\$2,517.32

Further Analysis	
Number of children	16
Number of classrooms	2

IN-KIND (Non-Federal Share)				
	Needed	This month	Total	Still need
	\$65,802.00	\$2,036.09	\$22,416.01	\$43,385.99

Community Services of Northeast Texas, Inc.
Credit Usage Report

Board Report -December 2023

Sam's Club

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

American Express

Purchases for August 2023 thru October 2023		4,971.06
Payment due by ---	Pd on 11/08/2023 & 11/29/2023	<u>(4,971.06)</u>
Balance		-

Line of Credit

Program	VSN	CSBG A	TBRA	CEAP CARES
Highest November 2023 Balance	32,810.00	5,500.00	18,790.00	7,650.00
Current balance	22,810.00	-	8,540.00	
Exp pay off date	3/31/2024		2/28/2024	

In House Line of Credit

Program	CEAP A	CSBG A	TRBA	LIHWAP	VSN
Highest November 2023 Balance	-	6,400.00	-	-	29,151.00
Current balance		6,400.00	-		30,181.00
Exp pay off date		2/28/2024			3/31/2024

U.S. SMALL BUSINESS ADMINISTRATION LOAN

Maturity Date 06/15/2050
 156,076.25 as of 12/13/2023



Corporate Purchasing Cardmember Report

Sign-up For Online
Statements

www.americanexpress.com/gopaperless

Prepared For
CREW DYKES
CSNT INC

Account Number
XXXX-XXXX-~~75603~~

Closing Date
08/28/23

Page 1 of 3

Previous Balance \$	New Charges \$	Other Debits \$	Payments \$	Other Credits \$	Balance Due \$ Do Not Pay
2,423.87	1,162.49	0.00	2,423.87	75.08	1,087.41

For important information
regarding your account
refer to page 2.

For your records only - do not pay.

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

Activity

Date reflects either transaction or posting date

Card Number	Reference Code	Amount \$
XXXX-XXXX- 75603		
08/15/23 PAYMENT RECEIVED - THANK YOU 08/15	0561200000	-2,423.87
08/02/23 CLDTKN AMZN MKTP US AMZN.COM/BILL W BO5GRFXIE 111-0183347-8640298109 08/02/23 ROC NUMBER BO5GRFXIEL8		-39.78 Credit
08/03/23 CLDTKN AMZN MKTP US*TH7PJ0S AMZN.COM/BILL W 17Q0NF4M4 MM 98109 08/02/23 ROC NUMBER 17Q0NF4M4X53		39.78
07/31/23 CLDTKN AMZN MKTP US*TH92F6V AMZN.COM/BILL W 22B5VOJH4 111-0183347-8640298109 07/29/23 ROC NUMBER 22B5VOJH4Q7U		51.29
08/10/23 EBAY O*27-10388-6640 SAN JOSE CA REF# #####9CzEQ DEPARTMENT STORE 08/10/23		108.24
08/16/23 LOWE'S OF MARSHALL, MARSHALL TX INV # 501 277 75670 08/15/23 STORE # 1762 PHONE # 903-923-3050 DATE: 2023-08-15 PO # 277 INVOICE # 50122 TAX: 35.30 TOTAL: 463.18 ROC NUMBER INV # 50122 R TAX \$35.30		463.18

Continued on Page 3

Do not staple or use paper clips

Payment Coupon

Account Number Enter 15 digit account
~~3796-566037-81008~~ number on all payments.

CREW DYKES
CSNT INC
302 E HOUSTON BX 427
LINDEN TX 75563-5600

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

CC Shelley 11/6

Payments: The American Express® Corporate Purchasing Card statement is payable in full by your Company upon receipt. Payments received after 5:00 pm may not be credited until the next day. Payments must be made in US currency, with a single draft or check drawn on a US bank and payable in US dollars or with a single negotiable instrument payable in US dollars and clearable through the US banking system, or through an electronic payment method clearable through the US banking system. The Account number must be included on or with all payments. If payment does not conform to these requirements, crediting may be delayed and additional Charges may be imposed. If we accept payment made in a foreign currency, we will choose a conversion rate that is acceptable to us to convert remittance into US currency, unless a particular rate is required by law. Please do not send post-dated checks. They will be deposited upon receipt. Our acceptance of any payment marked with a restrictive legend will not operate as an accord and satisfaction without our express prior written approval.

Authorization for Electronic Debit: We will process checks electronically, at first presentment and any re-presentments, by transmitting the amount of the check, routing number, account number, and check serial number to the financial institution, unless the check is not processable electronically or a less costly process is available. By submitting a check for payment, Company authorizes us to initiate an electronic debit from its bank or asset account. When we process a check electronically, payment may be debited to the bank or asset account as soon as the same day we receive the check, and that cancelled check will not be received with that bank or asset account statement. If we cannot collect the funds electronically we may issue a draft against the bank or asset account for the amount of the check. If you currently send in an individual payment for expenses on the Corporate Purchasing Card, please note that you are eligible to pay your bill online.

Authorizations for Electronic Payments: By using Pay by Computer, Pay by Phone or any other electronic payment service of ours, you will be authorizing us to initiate an electronic debit to the financial account you specify in the amount you request. Payments received after 5:00 pm may not be credited until the next day.

Transactions Made in Foreign Currencies: If you incur a Charge in a foreign currency, it will be converted into US dollars on the date it is processed by us or our agents. Unless a particular rate is required by applicable law, we will choose a conversion rate that is acceptable to us for that date. Currently the conversion rate that we use for a Charge in a foreign currency is no greater than (a) the highest official conversion rate published by a government agency, or (b) the highest interbank conversion rate identified by us from customary banking sources, on the conversion date or the prior business day, in each instance increased by 2.5%. This conversion rate may differ from rates in effect on the date of your Charge. Charges converted by establishments (such as airlines) will be billed at the rates such establishments use.

In Case of Errors or Questions About Your Bill: If you think your bill is incorrect, or if you need more information about a transaction on your bill, please call 1-800-492-4920 or the number on the back of your Card. You can also write us on a separate sheet of paper at the Customer Service address noted to the right. If you have a dispute concerning goods and services purchased with the Corporate Purchasing Card, you should contact the merchant directly. If you are unable to obtain resolution, please contact us at 1-800-492-4920.

When Contacting Us Regarding Errors or Questions: We must hear from you no later than 60 days after we send you the first bill on which the error or problem appeared. When contacting us, please give us the following information: 1. Your name and account number; 2. The dollar amount of the suspected error; 3. Describe why you believe there is an error. If you need more information, describe the item you are unsure about.

Note: Your corporation, firm or organization may have its own policy or customized program, which takes precedence over any provision stated above.



Manage your Card account online at:
www.americanexpress.com/checkyourbill



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If your Card has been lost or stolen, please call 1-800-492-4920.

International Collect:
1-336-393-1111.

Hearing Impaired Services:
Dial Relay 711 and
1-800-492-4920.

Large Print and Braille Statements:
1-800-492-4920.



Customer Service
P.O. Box 53611
Phoenix, AZ
85072-3611

Change of Address, phone number, email

- Online at www.americanexpress.com/updatecontactinfo
- Via Mobile device
- Voice automated: call the number on the back of your card
- For Name, Company Name, and Foreign Address or Phone changes, please call Customer Care

Please do not add any written communication or address change on this stub.



Prepared For
CREW DYKES
CSNT INC

Account Number
XXXX-XXXX-~~781008~~

Closing Date
08/28/23

Activity Continued		Reference Code	Amount \$
08/16/23	LOWE'S OF MARSHALL, MARSHALL TX INV # 099 75670 08/15/23 STORE # 1762 PHONE # 903-923-3050 DATE: 2023-08-15 PO # INVOICE # 09999 TAX: 35.30 TOTAL: 35.30 ROC NUMBER INV # 09999 R TAX \$35.30-		-35.30 Credit
08/19/23	WAL-MART SUPERCENTER ATLANTA TX REF# 32310017448 DISCOUNT STORE 08/19/23	32310017448	500.00
Total for CREW DYKES		New Charges/Other Debits Payments/Other Credits	1,162.49 -2,498.95



Corporate Purchasing Cardmember Report

Sign-up For Online
Statements

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Prepared For
CREW DYKES
CSNT INC

Account Number
XXXX-XXXX-~~7831008~~

Closing Date
09/28/23

Page 1 of 2

Previous Balance \$	New Charges \$	Other Debits \$	Payments \$	Other Credits \$	Balance Due \$	Do Not Pay
1,087.41	603.55	32.51	0.00	0.00	1,723.47	For important information regarding your account refer to page 2.

Your account is past due, please contact your program administrator.

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

Activity

Date reflects either transaction or posting date

Card Number	Reference Code	Amount \$
XXXX-XXXX- 7831008		
08/31/23 STARLINK INTERNET 02 HAWTHORNE CA REF# 730110032423 TREASURY@SPACEX 08/29/23 ROC NUMBER 7301100324234260	73011003242	603.55
09/28/23 DELINQUENCY CHARGE ON		1,087.41
Total for CREW DYKES	New Charges/Other Debits Payments/Other Credits	636.06 0.00

Do not staple or use paper clips

Payment Coupon

Account Number Enter 15 digit account
~~379856303781008~~ number on all payments.

CREW DYKES
CSNT INC
302 E HOUSTON BX 427
LINDEN TX 75563-5600

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

m shollar 11/1/23

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Authorization for Electronic Debit: We will process checks electronically, at first presentment and any re-presentments, by transmitting the amount of the check, routing number, account number, and check serial number to the financial institution, unless the check is not processable electronically or a less costly process is available. By submitting a check for payment, Company authorizes us to initiate an electronic debit from its bank or asset account. When we process a check electronically, payment may be debited to the bank or asset account as soon as the same day we receive the check, and that cancelled check will not be received with that bank or asset account statement. If we cannot collect the funds electronically we may issue a draft against the bank or asset account for the amount of the check. If you currently send in an individual payment for expenses on the Corporate Purchasing Card, please note that you are eligible to pay your bill online.

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In Case of Errors or Questions About Your Bill: If you think your bill is incorrect, or if you need more information about a transaction on your bill, please call 1-800-492-4920 or the number on the back of your Card. You can also write us on a separate sheet of paper at the Customer Service address noted to the right. If you have a dispute concerning goods and services purchased with the Corporate Purchasing Card, you should contact the merchant directly. If you are unable to obtain resolution, please contact us at 1-800-492-4920.

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1-800-492-4920.



Customer Service
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85072-3611

Change of Address, phone number, email

- Online at www.americanexpress.com/updatecontactinfo
- Via Mobile device
- Voice automated: call the number on the back of your card
- For Name, Company Name, and Foreign Address or Phone changes, please call Customer Care

Please do not add any written communication or address change on this stub.



Corporate Purchasing Cardmember Report

Sign-up For Online
Statements

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Prepared For
MICHELLE MOREHEAD
CSNT INC

Account Number
XXXX-XXXXX~~241000~~

Closing Date
08/28/23

Page 1 of 2

Previous Balance \$	New Charges \$	Other Debits \$	Payments \$	Other Credits \$	Balance Due \$ Do Not Pay
0.00	0.00	15.00	0.00	0.00	15.00

For important information regarding your account refer to page 2.

For your records only - do not pay.

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

Activity

Date reflects either transaction or posting date

Card Number	Reference Code	Amount \$
XXXX-XXXXX2-41000		
08/10/23	EXPEDITED DELIVERY FEE	15.00
Total for MICHELLE MOREHEAD	New Charges/Other Debits	15.00
	Payments/Other Credits	0.00

Do not staple or use paper clips

Payment Coupon

Account Number ~~026573232-44000~~ Enter 15 digit account number on all payments.

MICHELLE MOREHEAD
CSNT INC
304 E HOUSTON ST
LINDEN TX 75563-5600

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

CC Shelley

Payments: The American Express® Corporate Purchasing Card statement is payable in full by your Company upon receipt. Payments received after 5:00 pm may not be credited until the next day. Payments must be made in US currency, with a single draft or check drawn on a US bank and payable in US dollars or with a single negotiable instrument payable in US dollars and clearable through the US banking system, or through an electronic payment method clearable through the US banking system. The Account number must be included on or with all payments. If payment does not conform to these requirements, crediting may be delayed and additional Charges may be imposed. If we accept payment made in a foreign currency, we will choose a conversion rate that is acceptable to us to convert remittance into US currency, unless a particular rate is required by law. Please do not send post-dated checks. They will be deposited upon receipt. Our acceptance of any payment marked with a restrictive legend will not operate as an accord and satisfaction without our express prior written approval.

Authorization for Electronic Debit: We will process checks electronically, at first presentment and any re-presentments, by transmitting the amount of the check, routing number, account number, and check serial number to the financial institution, unless the check is not processable electronically or a less costly process is available. By submitting a check for payment, Company authorizes us to initiate an electronic debit from its bank or asset account. When we process a check electronically, payment may be debited to the bank or asset account as soon as the same day we receive the check, and that cancelled check will not be received with that bank or asset account statement. If we cannot collect the funds electronically we may issue a draft against the bank or asset account for the amount of the check. If you currently send in an individual payment for expenses on the Corporate Purchasing Card, please note that you are eligible to pay your bill online.

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In Case of Errors or Questions About Your Bill: If you think your bill is incorrect, or if you need more information about a transaction on your bill, please call 1-800-492-4920 or the number on the back of your Card. You can also write us on a separate sheet of paper at the Customer Service address noted to the right. If you have a dispute concerning goods and services purchased with the Corporate Purchasing Card, you should contact the merchant directly. If you are unable to obtain resolution, please contact us at 1-800-492-4920.

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Hearing Impaired Services:
Dial Relay 711 and 1-800-492-4920.

Large Print and Braille Statements:
1-800-492-4920.



Customer Service
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Phoenix, AZ
85072-3611

Change of Address, phone number, email

- Online at www.americanexpress.com/updatecontactinfo
- Via Mobile device
- Voice automated: call the number on the back of your card
- For Name, Company Name, and Foreign Address or Phone changes, please call Customer Care

Please do not add any written communication or address change on this stub.



Corporate Purchasing Cardmember Report

**Sign-up For Online
Statements**

www.americanexpress.com/gopaperless

Prepared For
**MICHELLE MOREHEAD
CSNT INC**

Account Number
XXXX-XXXX-~~2100~~
2100

Closing Date
09/28/23

Page 1 of 3

Previous Balance \$	New Charges \$	Other Debits \$	Payments \$	Other Credits \$	Balance Due \$	Do Not Pay
15.00	1,417.95	0.00	0.00	32.98	1,399.97	For important information regarding your account refer to page 2.
					1384.97	

For your records only - do not pay.

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Activity

Date reflects either transaction or posting date

Card Number	Reference Code	Amount \$
XXXX-XXXX-21000		
09/25/23 CLDTKN AMZN MKTP US*T18PN71 AMZN.COM/BILL W 53.94 3H0V77TZW 111-8276155-9738698109 09/25/23 ROC NUMBER 3H0V77TZWZ35		
09/13/23 MOTEL 6 TEXARKANA TX 195.00 REF# 867642 MOTEL 6 09/12/23 8676420000 ROC NUMBER 867642		
09/01/23 PAYPAL *HGJONESASSO 3122630960 IL 150.00 REF# 101296015000 3122630960 08/31/23 10129601500 GENERAL ROC NUMBER 101296015000		
09/26/23 Residence Inn By Mar Denton TX 147.96 C5 JE 620 62000 76210 09/26/23 ROC NUMBER C5 JE 6200		
09/26/23 Residence Inn By Mar Denton TX 147.96 C5 JE 620 62001 76210 09/26/23 ROC NUMBER C5 JE 6200		
09/26/23 Residence Inn By Mar Denton TX 147.96 C5 JE 620 62002 76210 09/26/23 ROC NUMBER C5 JE 6200		
09/01/23 RMA TOLL 833-762-8655 CA 48.15 REF# 211051732440 CUSTOMER 09/01/23 21105173244		

Continued on Page 3

Do not staple or use paper clips

Payment Coupon

Account Number ~~3786571323241000~~ Enter 15 digit account number on all payments.

MICHELLE MOREHEAD
CSNT INC
304 E HOUSTON ST
LINDEN TX 75563-5600

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

Payments: The American Express® Corporate Purchasing Card statement is payable in full by your Company upon receipt. Payments received after 5:00 pm may not be credited until the next day. Payments must be made in US currency, with a single draft or check drawn on a US bank and payable in US dollars or with a single negotiable instrument payable in US dollars and clearable through the US banking system, or through an electronic payment method clearable through the US banking system. The Account number must be included on or with all payments. If payment does not conform to these requirements, crediting may be delayed and additional Charges may be imposed. If we accept payment made in a foreign currency, we will choose a conversion rate that is acceptable to us to convert remittance into US currency, unless a particular rate is required by law. Please do not send post-dated checks. They will be deposited upon receipt. Our acceptance of any payment marked with a restrictive legend will not operate as an accord and satisfaction without our express prior written approval.

Authorization for Electronic Debit: We will process checks electronically, at first presentment and any re-presentments, by transmitting the amount of the check, routing number, account number, and check serial number to the financial institution, unless the check is not processable electronically or a less costly process is available. By submitting a check for payment, Company authorizes us to initiate an electronic debit from its bank or asset account. When we process a check electronically, payment may be debited to the bank or asset account as soon as the same day we receive the check, and that cancelled check will not be received with that bank or asset account statement. If we cannot collect the funds electronically we may issue a draft against the bank or asset account for the amount of the check. If you currently send in an individual payment for expenses on the Corporate Purchasing Card, please note that you are eligible to pay your bill online.

Authorizations for Electronic Payments: By using Pay by Computer, Pay by Phone or any other electronic payment service of ours, you will be authorizing us to initiate an electronic debit to the financial account you specify in the amount you request. Payments received after 5:00 pm may not be credited until the next day.

Transactions Made in Foreign Currencies: If you incur a Charge in a foreign currency, it will be converted into US dollars on the date it is processed by us or our agents. Unless a particular rate is required by applicable law, we will choose a conversion rate that is acceptable to us for that date. Currently the conversion rate that we use for a Charge in a foreign currency is no greater than (a) the highest official conversion rate published by a government agency, or (b) the highest interbank conversion rate identified by us from customary banking sources, on the conversion date or the prior business day, in each instance increased by 2.5%. This conversion rate may differ from rates in effect on the date of your Charge. Charges converted by establishments (such as airlines) will be billed at the rates such establishments use.

In Case of Errors or Questions About Your Bill: If you think your bill is incorrect, or if you need more information about a transaction on your bill, please call 1-800-492-4920 or the number on the back of your Card. You can also write us on a separate sheet of paper at the Customer Service address noted to the right. If you have a dispute concerning goods and services purchased with the Corporate Purchasing Card, you should contact the merchant directly. If you are unable to obtain resolution, please contact us at 1-800-492-4920.

When Contacting Us Regarding Errors or Questions: We must hear from you no later than 60 days after we send you the first bill on which the error or problem appeared. When contacting us, please give us the following information: 1. Your name and account number; 2. The dollar amount of the suspected error; 3. Describe why you believe there is an error. If you need more information, describe the item you are unsure about.

Note: Your corporation, firm or organization may have its own policy or customized program, which takes precedence over any provision stated above.



Manage your Card account online at:
www.americanexpress.com/checkyourbill



For all further inquiries, please call the number on the back of your Card.

If your Card has been lost or stolen, please call 1-800-492-4920.

International Collect:
1-336-393-1111.

Hearing Impaired Services:
Dial Relay 711 and
1-800-492-4920.

Large Print and Braille Statements:
1-800-492-4920.



Customer Service
P.O. Box 53611
Phoenix, AZ
85072-3611

Change of Address, phone number, email

- Online at www.americanexpress.com/updatecontactinfo
- Via Mobile device
- Voice automated: call the number on the back of your card
- For Name, Company Name, and Foreign Address or Phone changes, please call Customer Care

Please do not add any written communication or address change on this stub.



Prepared For
MICHELLE MOREHEAD
CSNT INC

Account Number
XXXX-XXXXX ~~241000~~

Closing Date
09/28/23

Page 3 of 3

Activity Continued					Reference Code	Amount \$
09/13/23	STAYBRIDGE SUITES REF# 255122217 OTHER ROC NUMBER 255122217	HO HOUSTON 281-759-7829	TX 09/12/23		25512221700	226.98
09/17/23	STAYBRIDGE SUITES REF# 258100253 OTHER ROC NUMBER 258100253	HO HOUSTON 281-759-7829	TX 09/15/23		25810025300	-32.98 Credit
08/30/23	TEXAS SHRM REF# #####L4kIPt	BULLARD CHARITABLE ORG	TX 08/29/23			300.00
Total for MICHELLE MOREHEAD					New Charges/Other Debits	1,417.95
					Payments/Other Credits	-32.98



Remittance Account Number: 3785-964748-91000

AMERICAN EXPRESS CORPORATE PURCHASING CARD - BILLING STATEMENT

Statement Date: 10/28/2023

Previous Balance: \$1,399.97

Cost Center:

Spending Limit / Type: \$50,000.00 /TRN, \$50,000.00 /MTH

Account Number: ~~3785-964748-91000~~
Account Name: MICHELLE MOREHEAD
Employee ID:
Universal ID:

Transaction Details

TERMS - PAYABLE IN FULL AS PER YOUR CORPORATE CONTRACT

Service Establishment Name & Address	Ref. #	Supplier Ref.	Cardmember Ref #	Transaction Date	Processing Date	Transaction Amount
'WAL-MART SUPERCENTER MOUNT PLEASANT OCUSIGN SEATTLE WA	0032720001003 0078994728000	78994728000		09/29/2023 09/29/2023	09/29/2023 09/30/2023	\$200.00 \$511.68
ABVI PARIS TEXAS 650 PARIS CAMBRIA HOTEL AUSTIN AUSTIN	0010156320230 0086898141000			09/29/2023 10/06/2023	09/30/2023 10/07/2023	\$364.00 \$432.84
RESIDENTS INN DENTON DENTON TX76210 LOWESTEXARKANA 174 TEXARKANA TX75501	0062002000000 0000000000000	62002 INV # 933	62002 NA	10/11/2023 10/14/2023	10/12/2023 10/14/2023	(\$147.96) \$447.00
RESIDENTS INN DENTON DENTON TX76210 DELINQUENCY CHARGE ON	0000000000000 1,252.01	C5 62001	62001	10/28/2023	10/28/2023	\$2.62 \$37.44

Transaction Total for MICHELLE MOREHEAD - ~~3785-964748-91000~~

\$3,247.59

1847.62

HEAD START and EHS NUTRITION PROGRAM

December 2023 Financial Report

For the month of November 2023

CACFP

		<u>Expenditures</u>	<u>Total To Date</u>
Operating Labor	\$	10,133.93	19,432.73
Administrative Labor		1,096.06	2,098.40
Food		15,092.89	28,644.99
Supplies & Equipment		954.36	1,782.26
Purchased Services		-	0.00
Financial Costs		-	0.00
Media Costs		-	0.00
Operating Org Cost		-	150.00
Other		-	0.00
Total	\$	27,277.24	\$ 52,108.38

TDHS REVENUE 13,407.06 30,450.65
(Income Starts October 2023)