

**Head Start Program**  
**Education Service Center, Region 20**  
**Policy Council Meeting Agenda**

**September 16, 2010**

**1. Call Meeting to Order**

- a. Introductions / Welcome
- b. Membership Roll Call
- c. Indicate a Presence of Quorum/Membership Attendance Acknowledgement

**2. Reading / Approval of Meeting Minutes (None)**

**3. District Site Reports/None**

**4. Announcements / Report**

- a. Financial Reports (budget balances & credit card expenditures) – Input / Approval
- b. Enrollment Report – attached
- c. Child Meals & Snacks – Menus are sent home monthly
- d. Administration for Children & Families (ACF) Communications
  - Program Instructions or Information Memorandums
- e. ESC-20 Board Report - None
- f. New Staff Hired / Staff Resignation
- g. Program Information Reports
  - Program Information Report Up-date (PIR) – September Report
  - Community Assessment report – January Report
  - Annual Financial Audit results – January Report – ESC-20 Board Meeting notes from December
  - Annual Self-Assessment – March Report
  - Monthly Reports
    - Head Start News
    - Program Organization Chart
    - Policy Council Schedule

**5. Old Business-None**

**6. New Business**

- a. ESC-20 Staff Pay Scale/P.C. Input/Approval (handout)
- b. Program Contracted Services/P.C. Input/Approval (handout)
- c. Recruit ESC-20 Board Representative

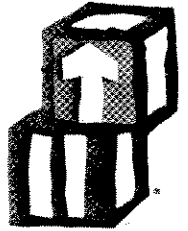
**7. Date & Location of next meeting October 21, 2010 in Hondo at 6:45 p.m.**

**8. Door Prizes / Adjournment**

\*For further discussion of additional agenda items please contact Julie Cordova, at pager #210-285-8969.

\*For more program information and resources go to [www.esc20.net](http://www.esc20.net)

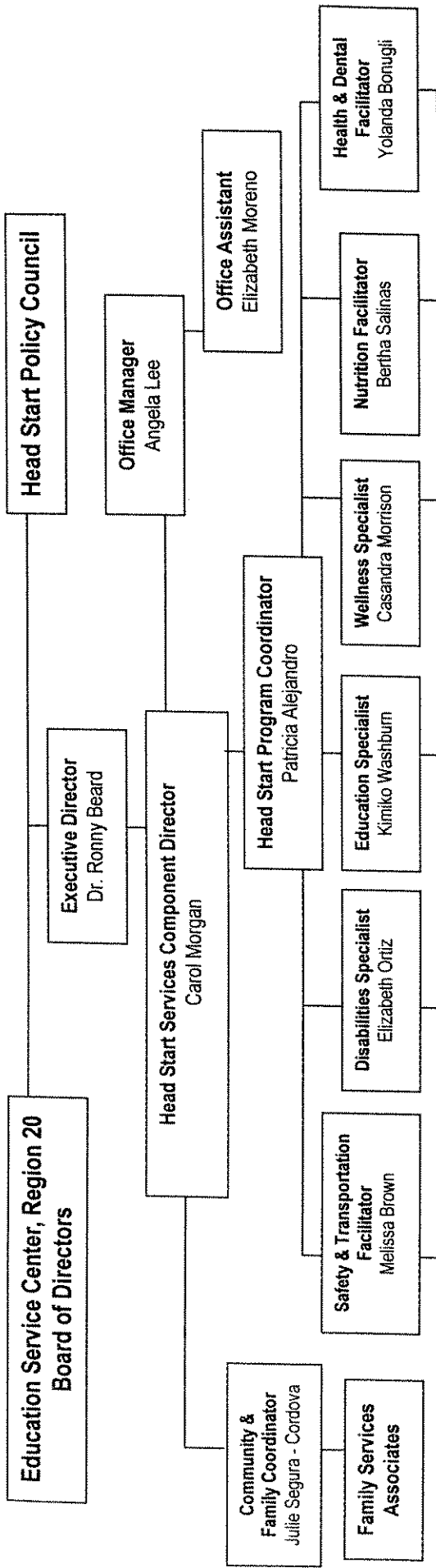
Education Service Center, Region 20, Head Start Program does not discriminate on the basis of race, religion, color, national origin, sex, or disability in providing education or providing access to benefits of education services, activities, or program.



## **Head Start News - September 2010**

1. **Welcome** to another new school year!!! The Head Start program is in full gear with all 25 classrooms open and providing services to children. The program is pleased to offer 6 classes of three-year-olds and 19 classes of four-year-olds.
2. **Enrollment** program-wide has been very successful. The Head Start program is funded for 387 children throughout the communities of Lytle, Natalia, Devine, Hondo, Medina Valley, and Bandera. We are excited to announce that the sites have met and exceeded the Head Start enrollment requirements!!!
3. **Staff** throughout the program consists of teachers and assistants, family services associates, class monitors, facilitators and specialists. Being completely staffed is very important to providing quality services to children and families.
4. **The Head Start program purchases student accident insurance** for all Head Start children. If an accident occurs during school hours at school or on a field trip, the health / safety facilitator will assist the family in processing the claim paperwork.
5. New teachers will attend the **Head Start 101** training throughout the first semester to learn program Performance Standards, policies and procedures. A substitute teacher will be with the children while the staff attends this valuable training.
6. Classroom assistants are now required to have an AA degree in early childhood or a Child Development Associate (CDA) credential. The program will offer a **CDA training series** this school year and several assistants will attend. A substitute assistant will be with the children while the staff attends this required training.
7. All children will participate in **screenings** for vision, hearing, physical, dental, behavioral, developmental age, and height / weight during the first few months of school. Family services associates and classroom teachers work closely with families to provide these screening services and report results to families as soon as possible.
8. **Volunteer training** has been provided at each school. The program welcomes volunteers into the classroom, on field trips, in the Parent Center and at home doing projects for the program. Please see your family services associate for details on volunteering your time to help children.
9. **Parent Training** - Thursday, September 30<sup>th</sup>, 9:00 to 1:30, the Head Start Program is offering three parent training topics: **Child Abuse Prevention, Discipline Management and Emergency Awareness**. Please see your family services associate if you would like to attend. Lunch is provided for parents who stay for the presentations.
10. **Program Governance** – The first Policy Council meeting is scheduled for September 16, 2010 - 6:45 – 8:30 p.m. at Meyer Elementary in Hondo. Officers will be elected.

# Education Service Center, Region 20 Head Start Program Organizational Chart



<p><b>Family Services</b> Carol Hodson Lisa White</p> <p><b>Class Monitors</b> Margarita Jannell Leah Metz</p>	<p><b>Family Services</b> Yvonne Cantrell Linda Dossey Isabel Esquibel</p> <p><b>Class Monitor</b> Elizabeth Ramirez</p>	<p><b>Family Services</b> Emily De Leon Erin de Leon Ida Muniz</p> <p><b>Class Monitor</b> Elizabeth Barrios</p>	<p><b>Family Services</b> Amelia Medellin Debra Maldonado Yolanda Ferdin</p> <p><b>Class Monitor</b> Rebeca Carrillo</p>	<p><b>Family Services</b> Becky Perez Diana Luna Jana Levine</p> <p><b>Class Monitors</b> Tina Connell Stacie Planty Belinda Kasper</p>	<p><b>Family Services</b> Vicky Martinez Lisa Ochoa</p> <p><b>Class Monitor</b> Juanita Zapata</p>
<p><b>Bandera</b></p> <p><b>Superintendent</b> Dr. Kevin Dyes</p> <p><b>Principals</b> Scott Tipton Angela Pofahl</p> <p><b>Assistant Principals</b> Chip Jackson Andrew Dunn</p> <p><b>Teachers</b> Erin Gray Tana Martin</p> <p><b>Assistants</b> Gloria Robbins Myra Golemon</p>	<p><b>Devine</b></p> <p><b>Superintendent</b> Linda McAnelly</p> <p><b>Principal</b> Brenda Gardner</p> <p><b>Teachers</b> Karla Buff Mary Kay Maggie Prouty Cathy Kelly Dee Spannagel</p> <p><b>Assistants</b> Isabel Fuentes Alice Navarro Michelle Rodriguez Olivia Cardenas Tammy Alvarez</p>	<p><b>Hondo</b></p> <p><b>Superintendent</b> Clay Rosenbaum</p> <p><b>Principal</b> Kenneth Van Damme</p> <p><b>Assistant Principal</b> Debbie Van Brunt</p> <p><b>Teachers</b> Jessica Martinez Linda Santos Robyn Decker Verónica Hernandez</p> <p><b>Assistants</b> Dora De Leon Carol Nichols Belinda Resendez Maria Benites</p>	<p><b>Lytle</b></p> <p><b>Superintendent</b> Michelle Smith</p> <p><b>Principal</b> Kenneth Dykes</p> <p><b>Teachers</b> Susan Sollock Sarah Heard Heather McConathy Amy Obregon Amanda Gregory</p> <p><b>Assistants</b> Linda Olvera Margaret Veyra Vanessa Warren Jennifer Dear Belinda Huron</p>	<p><b>Medina Valley</b></p> <p><b>Superintendent</b> James Stansberry</p> <p><b>Principal</b> Brenda Mann Edward Balderas Marinda Santos</p> <p><b>Teachers</b> Mark McClendon Susan McClendon Karina Richmond Darlene Haby Carlota Urcealy</p> <p><b>Assistants</b> Tawny Huron Veronica Martinez Irene Hernandez Mavis Bailey Veronica Cody</p>	<p><b>Natalia</b></p> <p><b>Superintendent</b> Joey Moczygemba</p> <p><b>Principal</b> Jane Deans</p> <p><b>Teachers</b> Cynthia Valdez Rocell Ramon Jeanne Moore Julia Aleman-Dailey</p> <p><b>Assistants</b> Pam Peterson Vickie Garcia Loretta Davis Mary Jane Gonzales</p>

**Policy Council Meetings  
Hondo- Meyer Elementary Cafeteria  
6:45pm-Snacks are served**



**September 16, 2010**

**(Officer Elections & ESC-20 Board Presentation)**

**October 21, 2010**

**(Program Governance Training)**

**November 18, 2010**

**(Finance Committee Meeting-6:15pm)**

**December 16, 2010**

**(Policy Council Training)**

**January 20, 2011**

**February 17, 2011**

**(Finance Committee Meeting-6:15)**

**March 10, 2011**

**(Review of CC.net GOLD Results)**

**April 21, 2011**

**(Finance Committee Meeting-6:15)**

**May 19, 2011**



**Education Service Center-Region 20  
Head Start Program**

**August 2010 Enrollment**

<b>Campus</b>	<b>Head Start Eligible</b>	<b>Withdrawal for August</b>	<b>Funded Total</b>	<b>Reported Enrollment 09-03-10</b>
<b>Alkek</b>	<b>20</b>	<b>0</b>	<b>40</b>	<b>41</b>
<b>Hill Country</b>	<b>20</b>	<b>1</b>		
<b>Devine</b>			<b>94</b>	<b>95</b>
<b>3's</b>	<b>34</b>	<b>1</b>		
<b>4's</b>	<b>60</b>			
<b>Hondo</b>	<b>72</b>	<b>0</b>	<b>65</b>	<b>72</b>
<b>Lytle</b>			<b>75</b>	<b>78</b>
<b>3's</b>	<b>30</b>	<b>0</b>		
<b>4's</b>	<b>48</b>			
<b>MV-Castroville</b>	<b>24</b>	<b>0</b>	<b>56</b>	<b>67</b>
<b>MV-LaCoste</b>	<b>20</b>	<b>0</b>		
<b>MV-Potranco</b>	<b>22</b>	<b>1</b>		
<b>Natalia</b>			<b>57</b>	<b>60</b>
<b>3's</b>	<b>30</b>			
<b>4's</b>	<b>30</b>			
	<b>410</b>	<b>3</b>	<b>387</b>	<b>413</b>

**ESC-20 Head Start Program  
Program Information Report (PIR)  
2009-10 Summary**

Total number of families	447
Employment status of parents	68%
Total families receiving WIC services	58%
Number male role models participating in fatherhood activities	55%
Number of volunteers in program	413
Funded enrollment	387
Actual enrollment	469
Children with health insurance	98%
Children with well child care on schedule (EPSDT)	97%
Children up-to-date with immunizations	99%
Children who received preventative dental care	97%
Children who received dental treatment	95%
Children who received behavior / mental health services	16%
Children with diagnosed disability & IEP	10%
Children receiving transportation services	61%

**ESC-20 SALARY SCHEDULE**  
**2010 - 2011**  
*Effective 9/10/10*

JOB #	JOB TITLE	PAY GRADE	GRADE MIN	25TH PERCENTILE	GRADE MID	75TH PERCENTILE	GRADE MAX	FLSA STATUS*
224000	CLASS MONITOR	1	9.27	10.43	11.59	12.75	13.91	Nonexempt
146000	FAMILY SERVICES ASSOCIATE	1	9.27	10.43	11.59	12.75	13.91	Nonexempt
147200	FAMILY SERVICES ASSOCIATE, FSC	2	10.02	11.27	12.52	13.77	15.02	Nonexempt
222000	OFFICE ASSISTANT	5	12.62	14.20	15.77	17.35	18.92	Nonexempt
145000	FACILITATOR II	5	12.62	14.20	15.77	17.35	18.92	Nonexempt
236000	OPERATIONS ASSISTANT	8	15.89	17.88	19.86	21.85	23.83	Nonexempt
169000	OFFICE MANAGER II	9	17.16	19.31	21.45	23.60	25.74	Nonexempt
138000	EDUCATIONAL SPECIALIST	15	27.22	30.63	34.03	37.44	40.84	Exempt
138200	EDUCATIONAL SPECIALIST SUPERVISOR	16	29.40	33.08	36.75	40.43	44.10	Exempt
128000	COORDINATOR I	16	29.40	33.08	36.75	40.43	44.10	Exempt
130000	COORDINATOR III	18	34.30	38.59	42.87	47.16	51.44	Exempt
123000	COMPONENT DIRECTOR	19	37.04	41.67	46.30	50.93	55.56	Exempt



**Head Start Program  
Education Service Center, Region 20  
Policy Council Report  
2010 - 11 Service Contracts**

**Provides Medical Screen and/or Follow-Up Services**

**Bandera Medical Clinic, Bandera**

Provides services for children and staff

**Medina County Health Unit, Hondo**

Provides services for children and staff

**Medina Community Hospital Lab, Hondo**

Provides services for children and staff

**Rafael Clinic, Kerrville**

Provides free services for children and staff

**South Texas Rural Health Services Inc., Devine**

Provides services for children and staff

**South Texas Rural Health Services Inc., Hondo**

Provides services for children and staff

**Glendon Hack, MD**

Provides services for children

**Medcare Associates, Castroville**

Provides services for children and staff

**Provide Dental Screen and / or Follow-Up Services**

**Little Smiles Dentistry for Children**

Nanni Behnke-Tatum, DDS, Boerne

**Yost Pediatric Dentistry**

Clyde Yost, DDS, P.A.

**Hill Country Family Dental**  
Jennifer Bone, DDS, Kerrville

**Lakehills Dental Center**  
Rise' Lyman, DDS, Lakehills

**STRH Clinic, Devine**  
Dental Services

**Hondo Downtown Dental**  
Stacy Jacobs, DDS

**Other Professional Contracted Services**

**TVD Training, San Antonio**  
Health & Safety training for staff – First Aid & CPR

**Karen Robinson , Behavior Specialist / Consultant**  
Provides on-site classroom behavior observations and documentation and classroom management. Work with teachers to help to enhance and develop their tools with dealing with children with behavior issues. Also provides consultation and training to staff in the area of behavior.

**Beverly Kelling, M.S., R.D., L.D.**  
Provides individual nutrition counseling to Head Start families and staff. Works collaboratively with community resources to provide nutrition related training topics, such as, Diabetes Awareness and Healthy Eating Habits.

**Student Accident Insurance**  
(Policy covers all children during school hours only)

**The Mega Life and Health Insurance Company**  
Student Insurance, Dallas  
Webb Insurance Services, New Braunsfel

**Head Start Program**  
**Education Service Center, Region 20**  
**Policy Council Report**  
**2010-2011**

**Monthly Credit Card Expenditures**

<b>Month</b>	<b>Purchase Description</b>	<b>Wal-Mart</b>	<b>HEB</b>	<b>Home Depot</b>	<b>Sam's</b>
9-16-10	Miscellaneous classroom supplies and parent meetings	\$378.72	45.09	0	0

Budget 457

DATE RUN: 09/15/10  
PROGRAM : WFN5785  
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TIME RUN: 14:16:07  
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BOM/CURRENT INDICATOR: C

FND FCT OBJ SO ORG PROGRAM	DESCRIPTION	APPROPRIATION	ENCUMBRANCE	EXPENDITURE	BALANCE
205 21 6119 00 457 124000	PROFESSIONAL, FULL-TIME	131,848.00-	0.00	0.00	131,848.00-
205 21 6129 00 457 124000	SUPPORT, FULL-TIME	38,893.00-	0.00	0.00	38,893.00-
205 21 6141 00 457 124000	SOCIAL SECURITY/MEDICARE	12,970.00-	0.00	0.00	12,970.00-
205 21 6142 00 457 124000	HEALTH INSURANCE	19,981.00-	0.00	0.00	19,981.00-
205 21 6143 00 457 124000	WORKER'S COMPENSATION	614.00-	0.00	0.00	614.00-
205 21 6145 00 457 124000	UNEMPLOYMENT COMPENSATION	291.00-	0.00	0.00	291.00-
205 21 6146 00 457 124000	TRS FEDERAL	13,992.00-	0.00	0.00	13,992.00-
205 35 6299 12 457 124000	HONDO ISD	16,285.00-	0.00	0.00	16,285.00-
205 35 6299 13 457 124000	MEDINA VALLEY ISD	18,103.00-	0.00	0.00	18,103.00-
205 35 6299 14 457 124000	BANDERA ISD	14,668.00-	0.00	0.00	14,668.00-
205 35 6299 15 457 124000	DEVINE ISD	18,138.00-	0.00	0.00	18,138.00-
205 35 6299 16 457 124000	LYTLE ISD	15,344.00-	0.00	0.00	15,344.00-
205 35 6299 17 457 124000	NATALIA ISD	15,440.00-	0.00	0.00	15,440.00-
205 51 6255 00 457 124000	COMMUNICATIONS	1,500.00-	0.00	0.00	1,500.00-
205 51 6256 00 457 124000	CENTERWIDE NETWORK	17,257.00-	0.00	0.00	17,257.00-
205 51 6264 00 457 124000	BUILDING USE	21,095.00-	0.00	0.00	21,095.00-
205 51 6265 00 457 124000	MEETING ROOMS (IY-HOUSE)	1,500.00-	0.00	0.00	1,500.00-
205 61 6119 00 457 124000	PROFESSIONAL, FULL-TIME	229,329.00-	0.00	0.00	229,329.00-
205 61 6129 00 457 124000	SUPPORT, FULL-TIME	102,057.00-	0.00	0.00	102,057.00-
205 61 6141 00 457 124000	SOCIAL SECURITY/MEDICARE	25,351.00-	0.00	0.00	25,351.00-
205 61 6142 00 457 124000	HEALTH INSURANCE	19,207.00-	0.00	0.00	19,207.00-
205 61 6143 00 457 124000	WORKER'S COMPENSATION	1,190.00-	0.00	0.00	1,190.00-
205 61 6145 00 457 124000	UNEMPLOYMENT COMPENSATION	682.00-	0.00	0.00	682.00-
205 61 6146 00 457 124000	TRS FEDERAL	27,153.00-	0.00	0.00	27,153.00-
205 61 6219 00 457 124000	OTHER PROF. CONTRACT SERVI	44,000.00-	0.00	0.00	44,000.00-
205 61 6299 00 457 124000	MISC CONTRACTED SVC	12,500.00-	0.00	0.00	12,500.00-
205 61 6399 00 457 124000	GENERAL SUPPLIES	68,884.00-	0.00	0.00	68,884.00-
205 61 6411 00 457 124000	EMPLOYEE TRAVEL	50,000.00-	0.00	0.00	50,000.00-
205 61 6419 00 457 124000	NON-EMPLOYEE TRAVEL	6,000.00-	0.00	0.00	6,000.00-
205 61 6499 00 457 124000	MISC. OPERATING COSTS	2,000.00-	0.00	0.00	2,000.00-
205 62 6125 00 457 124000	SUPPORT HOURLY	270,086.00-	0.00	0.00	270,086.00-
205 62 6141 00 457 124000	SOCIAL SECURITY/MEDICARE	20,662.00-	0.00	0.00	20,662.00-
205 62 6142 00 457 124000	HEALTH INSURANCE	39,864.00-	0.00	0.00	39,864.00-
205 62 6143 00 457 124000	WORKER'S COMPENSATION	970.00-	0.00	0.00	970.00-
205 62 6145 00 457 124000	UNEMPLOYMENT COMPENSATION	1,892.00-	0.00	0.00	1,892.00-
205 62 6146 00 457 124000	TRS FEDERAL	22,130.00-	0.00	0.00	22,130.00-
205 93 6493 02 457 124000	HONDO	133,250.00-	0.00	0.00	133,250.00-
205 93 6493 03 457 124000	MEDINA VALLEY	118,800.00-	0.00	0.00	118,800.00-
205 93 6493 04 457 124000	BANDERA	82,000.00-	0.00	0.00	82,000.00-
205 93 6493 05 457 124000	DEVINE	197,200.00-	0.00	0.00	197,200.00-
205 93 6493 06 457 124000	LYTLE	158,350.00-	0.00	0.00	158,350.00-
205 93 6493 07 457 124000	NATALIA	121,450.00-	0.00	0.00	121,450.00-
*** TOTAL FOR FUND 205 ***					2,103,926.00-

CNTY-DIS: 015950

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FORM/CURRENT INDICATOR:C

DATE RUN: 09/15/10

PROGRAM : WFN5785

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FND FCT OBJ SO ORG PROGRAM

DESCRIPTION

APPROPRIATION

ENCUMBRANCE

EXPENDITURE

BALANCE

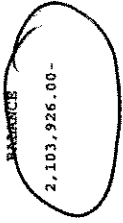
\*\*\* FINAL TOTAL \*\*\*

2,103,926.00-

0.00

0.00

2,103,926.00-

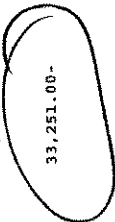


Budget 458

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 PROGRAM : WFN5785  
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 EOM/CURRENT INDICATOR:C

FND FCT OBJ SO ORG PROGRAM	DESCRIPTION	APPROPRIATION	ENCUMBRANCE	EXPENDITURE	BALANCE
205 51 6256 00 458 124000	CENTERWIDE NETWORK	333.00-	0.00	0.00	333.00-
205 51 6264 00 458 124000	BUILDING USE	505.00-	0.00	0.00	505.00-
205 51 6265 00 458 124000	MEETING ROOMS	508.00-	0.00	0.00	500.00-
205 61 6119 00 458 124000	PROFESSIONAL, FULL-TIME	16,482.00-	0.00	0.00	16,482.00-
205 61 6141 00 458 124000	SOCIAL SECURITY/MEDICARE	1,261.00-	0.00	0.00	1,261.00-
205 61 6142 00 458 124000	HEALTH INSURANCE	544.00-	0.00	0.00	544.00-
205 61 6143 00 458 124000	WORKER'S COMPENSATION	59.00-	0.00	0.00	59.00-
205 61 6145 00 458 124000	UNEMPLOYMENT COMPENSATION	18.00-	0.00	0.00	18.00-
205 61 6146 00 458 124000	TRS	1,350.00-	0.00	0.00	1,350.00-
205 61 6219 00 458 124000	OTHER PROF. CONTRACT SVC	5,000.00-	0.00	0.00	5,000.00-
205 61 6399 00 458 124000	GENERAL SUPPLIES	2,199.00-	0.00	0.00	2,199.00-
205 61 6411 00 458 124000	EMPLOYEE TRAVEL	3,000.00-	0.00	0.00	3,000.00-
205 61 6419 00 458 124000	NON-EMPLOYEE TRAVEL	2,000.00-	0.00	0.00	2,000.00-
*** TOTAL FOR FUND 205 ***		33,251.00-	0.00	0.00	33,251.00-
*** FINAL TOTAL ***		33,251.00-	0.00	0.00	33,251.00-



**Head Start Program**  
**Education Service Center, Region 20**  
**Policy Council Report**  
**2010-2011**

**Monthly Credit Card Expenditures**

<b>Month</b>	<b>Purchase Description</b>	<b>Wal-Mart</b>	<b>HEB</b>	<b>Home Depot</b>	<b>Sam's</b>
9-16-10	Miscellaneous classroom supplies and parent meetings	\$378.72	45.09	0	0

Budget 457

DATE RUN: 09/15/10  
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FND FCT OBJ SO ORG PROGRAM	DESCRIPTION	APPROPRIATION	ENCUMBRANCE	EXPENDITURE	BALANCE
205 21 6119 00 457 124000	PROFESSIONAL, FULL-TIME	131,848.00-	0.00	0.00	131,848.00-
205 21 6129 00 457 124000	SUPPORT, FULL-TIME	38,893.00-	0.00	0.00	38,893.00-
205 21 6141 00 457 124000	SOCIAL SECURITY/MEDICARE	12,970.00-	0.00	0.00	12,970.00-
205 21 6142 00 457 124000	HEALTH INSURANCE	10,981.00-	0.00	0.00	10,981.00-
205 21 6143 00 457 124000	WORKER'S COMPENSATION	614.00-	0.00	0.00	614.00-
205 21 6145 00 457 124000	UNEMPLOYMENT COMPENSATION	291.00-	0.00	0.00	291.00-
205 21 6146 00 457 124000	TRS FEDERAL	13,992.00-	0.00	0.00	13,992.00-
205 35 6239 12 457 124000	HONDO ISD	16,285.00-	0.00	0.00	16,285.00-
205 35 6299 13 457 124000	MEDINA VALLEY ISD	18,103.00-	0.00	0.00	18,103.00-
205 35 6299 14 457 124000	BANDERA ISD	14,668.00-	0.00	0.00	14,668.00-
205 35 6299 15 457 124000	DEVINE ISD	18,138.00-	0.00	0.00	18,138.00-
205 35 6299 16 457 124000	LYTLE ISD	15,344.00-	0.00	0.00	15,344.00-
205 35 6299 17 457 124000	NATALLA ISD	15,440.00-	0.00	0.00	15,440.00-
205 51 6255 00 457 124000	COMMUNICATIONS	1,500.00-	0.00	0.00	1,500.00-
205 51 6256 00 457 124000	CENTERWIDE NETWORK	17,257.00-	0.00	0.00	17,257.00-
205 51 6264 00 457 124000	BUILDING USE	21,095.00-	0.00	0.00	21,095.00-
205 51 6265 00 457 124000	MEETING ROOMS (IN-HOUSE)	1,500.00-	0.00	0.00	1,500.00-
205 61 6119 00 457 124000	PROFESSIONAL, FULL-TIME	229,329.00-	0.00	0.00	229,329.00-
205 61 6129 00 457 124000	SUPPORT, FULL-TIME	102,057.00-	0.00	0.00	102,057.00-
205 61 6141 00 457 124000	SOCIAL SECURITY/MEDICARE	25,351.00-	0.00	0.00	25,351.00-
205 61 6142 00 457 124000	HEALTH INSURANCE	19,207.00-	0.00	0.00	19,207.00-
205 61 6143 00 457 124000	WORKER'S COMPENSATION	1,190.00-	0.00	0.00	1,190.00-
205 61 6145 00 457 124000	UNEMPLOYMENT COMPENSATION	682.00-	0.00	0.00	682.00-
205 61 6146 00 457 124000	TRS FEDERAL	27,153.00-	0.00	0.00	27,153.00-
205 61 6219 00 457 124000	OTHER PROF. CONTRACT SERVI	44,000.00-	0.00	0.00	44,000.00-
205 61 6299 00 457 124000	MISC CONTRACTED SVC	12,500.00-	0.00	0.00	12,500.00-
205 61 6399 00 457 124000	GENERAL SUPPLIES	68,884.00-	0.00	0.00	68,884.00-
205 61 6411 00 457 124000	EMPLOYEE TRAVEL	50,000.00-	0.00	0.00	50,000.00-
205 61 6419 00 457 124000	NON-EMPLOYEE TRAVEL	6,000.00-	0.00	0.00	6,000.00-
205 61 6499 00 457 124000	MISC. OPERATING COSTS	2,000.00-	0.00	0.00	2,000.00-
205 62 6125 00 457 124000	SUPPORT HOURLY	270,086.00-	0.00	0.00	270,086.00-
205 62 6141 00 457 124000	SOCIAL SECURITY/MEDICARE	20,662.00-	0.00	0.00	20,662.00-
205 62 6142 00 457 124000	HEALTH INSURANCE	39,864.00-	0.00	0.00	39,864.00-
205 62 6143 00 457 124000	WORKER'S COMPENSATION	970.00-	0.00	0.00	970.00-
205 62 6145 00 457 124000	UNEMPLOYMENT COMPENSATION	1,892.00-	0.00	0.00	1,892.00-
205 62 6146 00 457 124000	TRS FEDERAL	22,130.00-	0.00	0.00	22,130.00-
205 93 6493 02 457 124000	HONDO	133,250.00-	0.00	0.00	133,250.00-
205 93 6493 03 457 124000	MEDINA VALLEY	116,800.00-	0.00	0.00	116,800.00-
205 93 6493 04 457 124000	BANDERA	82,000.00-	0.00	0.00	82,000.00-
205 93 6493 05 457 124000	DEVINE	197,200.00-	0.00	0.00	197,200.00-
205 93 6493 06 457 124000	LYTLE	158,350.00-	0.00	0.00	158,350.00-
205 93 6493 07 457 124000	NATALLA	121,450.00-	0.00	0.00	121,450.00-
*** TOTAL FOR FUND 205 ***					2,103,326.00-



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FOM/CURRENT INDICATOR: C

DATE RUN: 09/15/10  
PROGRAM : WFN5785  
PAGE NR.: 2

FND FCT OBJ SO ORG PROGRAM

DESCRIPTION

APPROPRIATION

ENCUMBRANCE

EXPENDITURE

BALANCE

\*\*\* FINAL TOTAL \*\*\*

2,103,926.00-

0.00

0.00

2,103,926.00-

Budget 458

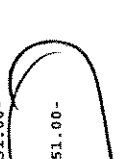
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FILEID: C  
 EOM/CURRENT INDICATOR: C

EDUCATION SERVICE CENTER, REG 20

FND FCT	OBJ	SO	ORG	PROGRAM	DESCRIPTION	APPROPRIATION	ENCUMBRANCE	EXPENDITURE	BALANCE
205	51	6256	00	458	124000	333.00-	0.00	0.00	333.00-
					CENTERWIDE NETWORK				
205	51	6264	00	458	124000	505.00-	0.00	0.00	505.00-
					BUILDING USE				
205	51	6265	00	458	124000	500.00-	0.00	0.00	500.00-
					MEETING ROOMS				
205	61	6119	00	458	124000	16,482.00-	0.00	0.00	16,482.00-
					PROFESSIONAL, FULL-TIME				
205	61	6141	00	458	124000	1,261.00-	0.00	0.00	1,261.00-
					SOCIAL SECURITY/MEDICARE				
205	61	6142	00	458	124000	544.00-	0.00	0.00	544.00-
					HEALTH INSURANCE				
205	61	6143	00	458	124000	59.00-	0.00	0.00	59.00-
					WORKER'S COMPENSATION				
205	61	6145	00	458	124000	18.00-	0.00	0.00	18.00-
					UNEMPLOYMENT COMPENSATION				
205	61	6146	00	458	124000	1,350.00-	0.00	0.00	1,350.00-
					TRS				
205	61	6219	00	458	124000	5,000.00-	0.00	0.00	5,000.00-
					OTHER PROF. CONTRACT SVC				
205	61	6399	00	458	124000	2,199.00-	0.00	0.00	2,199.00-
					GENERAL SUPPLIES				
205	61	6411	00	458	124000	3,000.00-	0.00	0.00	3,000.00-
					EMPLOYEE TRAVEL				
205	61	6419	00	458	124000	2,000.00-	0.00	0.00	2,000.00-
					NON-EMPLOYEE TRAVEL				
*** TOTAL FOR FUND 205 ***						33,251.00-	0.00	0.00	33,251.00-
*** FINAL TOTAL ***						33,251.00-	0.00	0.00	33,251.00-





**Head Start Program  
Policy Council Meeting Minutes  
September 16, 2010**

**1. Call Meeting to Order**

- a. Introductions / Welcome
- b. Membership Roll Call
- c. Indicate a Presence of Quorum/Membership Attendance Acknowledgement

*Policy Council meeting was held at Meyer Elementary, Hondo ISD. The meeting was called to order by Patricia Alejandro, ESC-20 Head Start Coordinator, at 7:00 p.m. . Roll call was completed by Selena Parker, 2009-10 Secretary. Fourteen members were present, meeting quorum. Election and approval of 2010-11 officers was held after individuals were nominated and shared information about themselves. Offers approved are: Daphne Boubel, Chairperson; Christina Gallegos, Co-Chairperson; Gloria Moreno, Secretary. Mr. Charles Carlson was introduced as the ESC-20 Board of Directors member liaison.*

**2. Reading / Approval of Meeting Minutes (None)**

*There were no minutes to be read due to this being the first meeting of the school year.*

**3. District Site Reports/None**

*There were no site reports to share due to the beginning of the school year.*

**4. Announcements / Report**

- a. Financial Reports (budget balances & credit card expenditures) – Input / Approval
- b. Enrollment Report – attached
- c. Child Meals & Snacks – Menus are sent home monthly
- d. Administration for Children & Families (ACF) Communications

- Program Instructions or Information Memorandums

*Reports were shared by Patricia Alejandro. Approval for budget 457 for \$2,103,926.00 and for 458 for \$33,251.00 along with review of September purchases at Wal-Mart for \$378.72 and HEB for \$45.09 was motioned by Katheryn Mendez and seconded by Anita Saucedo. They were approved.*

*Enrollment was reported at a total funding of 387. Meal menus are sent home monthly; The Office of Head Start memorandum was shared with information about the Head Start & Child Welfare Board; Casandra Morrison is the ESC staff representative in this area; nee paternal program offered through a grant; enrollment & re-enrollment of migrant children; and the Office of Administration website was shared verbally.*

- e. ESC-20 Board Report - None

*Due to start of school year the ESC-20 Board had not met yet.*

- f. New Staff Hired / Staff Resignation

*New staff information will be updated and shared at the October meeting; Julie Segura Cordova introduced herself as a new coordinator with the group and provided background information..*

- g. Program Information Reports

- Program Information Report Up-date (PIR) – September Report
- Community Assessment report – January Report
- Annual Financial Audit results – January Report – ESC-20 Board Meeting notes from December
- Annual Self-Assessment – March Report
- Monthly Reports
  - Head Start News
  - Program Organization Chart
  - Policy Council Schedule

*Program information report was discussed. A motion by Daphne Boubel and a second by Ann Rott let to approval.*

#### **Old Business – None, due to start of new school year.**

*There was no old business.*

#### **5. New Business**

- a. ESC-20 Staff Pay Scale/P.C. Input/Approval (handout)

*Approved after motion from Amber Hernandez and a second by Katheryn Mendez.*

Program Contracted Services/P.C. Input/Approval (handout)

*Approved after motion from Maria Pena and a second by Crista Pierce.*

b. Recruit ESC-20 Board Representative

*Board Representative description was provided by Patricia Alejandro. Katheryn Mendez was accepted as Policy Council representative for the Council.*

**Date & Location of next meeting October 21, 2010 in Hondo at 6:45 p.m.**

## **6. Door Prizes / Adjournment**

*Door prizes and final announcements made. Winners: Christina, Natalia; April from Medina Valley; Ann from Alkek; and Crysta Pierce.*

*Meeting adjourned at 8:20 p.m. with motion by Maria Flores and seconded by Katheryn Mendez.*

*\*For further discussion of additional agenda items please contact Julie Segura Cordova, at pager (210) 285-8969 or by e-mail at [juliana.cordova@esc20.net](mailto:juliana.cordova@esc20.net).*

*\*For more program information and resources go to [www.esc20.net](http://www.esc20.net) and search under A-Z Index for Head Start.*

*Education Service Center, Region 20, Head Start Program does not discriminate on the basis of race, religion, color, national origin, sex, or disability in providing education or providing access to benefits of education services, activities, or program.*

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