



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 13.2

**Meeting Date:** May 20, 2021

**Subject:** Head Start Reports

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action
- Public Hearing

**Division:** Academic Office / Child Development

**Recommendation:** None

**Background/Rationale:** The Office of Head Start, under the auspices of the U.S. Department of Health and Human Services/Administration for Children and Families, mandates that all Head Start governing entities receive specified reports related to the operational and fiduciary status of the program. These reports must include information and/or a status update in the followings areas: budget, credit card usage, USDA meals/snacks, enrollment, and program updates or summaries, if applicable. Attached, are essential monthly reports for Board members' review.

**Financial Considerations:** N/A

**LCAP Goal(s):** College and Career Ready; Family and Community Engagement

**Documents Attached:**

1. Head Start Monthly Report Summary
2. Child Development Fiscal Reports March and April 2021 – HS Basic & T/TA

<p><b>Estimated Time of Presentation:</b> N/A <b>Submitted by:</b> Jacquie Bonini, Director, Child Development, Christine Baeta, Chief Academic Officer <b>Approved by:</b> Jorge A. Aguilar, Superintendent</p>
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**Attachment 1  
Head Start  
April Report Summary**

**Enrollment Report**

April 2021 56%

**Disabilities Report**

April 2021 40

**SETA MONTHLY FISCAL REPORT**  
925 Del Paso Blvd., Suite 100, Sacramento, CA 95815

**R5210**

Month: March 1 - March 31, 2021 Agreement No.: 21C5551S0

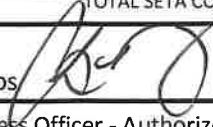
Delegate: SCUSD - Child Development Department Program:  PA 22 HS BASIC R5210

Remit to address General Accounting Department - 802A  PA 20 BASIC T/TA

5735 47th Avenue  PA 25 EHS

SACRAMENTO, CA 95824  PA 26 EHS T/TA

OTHER

Cost Item	Actual Expenses		* Current Budget	Unexpended Balance
	Current Period & Adjustments	Cumulative To Date		
I. Personnel	14,860.22	119,555.26	209,283.00	89,727.74
Fringe Benefits	8,054.53	63,043.65	116,057.00	53,013.35
Travel	0.00	0.00	0.00	0.00
Equipment	0.00	0.00	0.00	0.00
A Supplies	0.00	(0.91)	5,740.00	5,740.91
D Contractual	0.00	0.00	0.00	0.00
M Construction	0.00	0.00	0.00	0.00
I Other	0.00	46.21	2,357.00	2,310.79
N Indirect Costs 3.79%	18,820.99	139,047.54	224,694.00	85,646.46
I. TOTAL ADMINISTRATION	\$41,735.74	\$321,691.75	\$558,131.00	\$236,439.25
Non-Federal Administration				
Total Fed. And Non-Fed. Administration	\$41,735.74	\$321,691.75	\$558,131.00	\$236,439.25
II. Personnel	279,477.50	2,030,292.45	3,073,800.00	1,043,507.55
Fringe Benefits	194,203.82	1,452,885.11	2,312,301.00	859,415.89
P Travel	0.00	0.00	0.00	0.00
R Equipment	0.00	0.00	0.00	0.00
O Supplies	0.00	20.18	90,834.00	90,813.82
G Contractual	0.00	0.00	0.00	0.00
R Construction	0.00	0.00	0.00	0.00
A Other	0.00	2,958.83	118,210.00	115,251.17
M				
II. TOTAL PROGRAM	\$473,681.32	\$3,486,156.57	\$5,595,145.00	2,108,988.43
NON-FEDERAL PROGRAM Basic & T/TA \$1,538,319+7,800 March	\$212,702.96	\$1,516,449.28	\$1,546,120.00	29,670.72
<b>TOTAL SETA COSTS (I + II)</b>	<b>\$515,417.06</b>	<b>\$3,807,848.32</b>	<b>\$6,153,276.00</b>	<b>2,345,427.68</b>
Rose Ramos 	4/9/2021	Shelagh Ferguson	916.643.7878	
Chief Business Officer - Authorized Signature	Date	Prepared By	Phone	

**SETA MONTHLY FISCAL REPORT**  
 925 Del Paso Blvd., Suite 100, Sacramento, CA 95815

**R5212**

Month: March 1 - March 31, 2021 Agreement No.: 21C5551S0

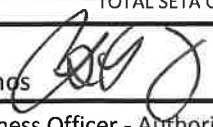
Delegate: SCUSD - Child Development Department Program:  PA 22 HS BASIC

Remit to address General Accounting Department - 802A  PA 20 BASIC T/TA R5212

5735 47th Avenue  PA 25 EHS

SACRAMENTO, CA 95824  PA 26 EHS T/TA

OTHER

Cost Item	Actual Expenses		* Current Budget	Unexpended Balance	
	Current Period & Adjustments	Cumulative To Date			
I.  A D M I N	Personnel			0.00	
	Fringe Benefits			0.00	
	Travel			0.00	
	Equipment			0.00	
	Supplies			0.00	
	Contractual			0.00	
	Construction			0.00	
	Other			0.00	
	Indirect 3.79%	39.99	638.16	1,139.00	500.84
	<b>i. TOTAL ADMINISTRATION</b>	<b>\$39.99</b>	<b>\$638.16</b>	<b>\$1,139.00</b>	<b>\$500.84</b>
Non-Federal Administration					
Total Fed. And Non-Fed. Administration	\$39.99	\$638.16	\$1,139.00	\$500.84	
II.  P R O G R A M	Personnel	0.00	0.00	0.00	
	Fringe Benefits	0.00	0.00	0.00	
	Travel	0.00	1,598.00	1,598.00	0.00
	Equipment	0.00	0.00	0.00	0.00
	Supplies	180.09	180.09	180.09	0.00
	Contractual	0.00	0.00	0.00	0.00
	Construction	0.00	0.00	0.00	0.00
	Other	875.00	15,060.00	28,282.91	13,222.91
					0.00
	<b>ii. TOTAL PROGRAM</b>	<b>\$1,055.09</b>	<b>\$16,838.09</b>	<b>\$30,061.00</b>	<b>13,222.91</b>
NON-FEDERAL PROGRAM Reported on Basic	\$0.00	\$0.00	\$0.00	0.00	
<b>TOTAL SETA COSTS ( I + II )</b>	<b>\$1,095.08</b>	<b>\$17,476.25</b>	<b>\$31,200.00</b>	<b>13,723.75</b>	
Rose Ramos 	4/9/2021	Shelagh Ferguson	916.643.7878		
Chief Business Officer - Authorized Signature	Date	Prepared By	Phone		

**SETA MONTHLY FISCAL REPORT**  
 925 Del Paso Blvd., Suite 100, Sacramento, CA 95815

**R5244**

Month: March 1 - March 31, 2021 Agreement No.: 21C5551S0

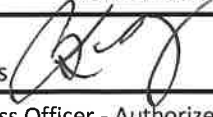
Delegate: SCUSD - Child Development Department Program:  PA 22 HS BASIC

Remit to address General Accounting Department - 802A  PA 20 BASIC T/TA

5735 47th Avenue  PA 25 EHS

SACRAMENTO, CA 95824  PA 26 EHS T/TA

OTHER HS Covid-19 Supp. R5244

Cost Item	Actual Expenses		* Current Budget	Unexpended Balance
	Current Period & Adjustments	Cumulative To Date		
I. Personnel				0.00
Fringe Benefits				0.00
Travel				0.00
Equipment				0.00
A Supplies				0.00
D Contractual				0.00
M Construction				0.00
I Other				0.00
N Indirect 3.79%	2,394.59	4,450.39	23,619.00	19,168.61
I. TOTAL ADMINISTRATION	\$2,394.59	\$4,450.39	\$23,619.00	\$19,168.61
Non-Federal Administration				
Total Fed. And Non-Fed. Administration	\$2,394.59	\$4,450.39	\$23,619.00	\$19,168.61
II. Personnel	13,537.50	13,537.50	208,627.00	195,089.50
Fringe Benefits	9,377.80	9,377.80	87,918.00	78,540.20
P Travel	0.00	0.00	0.00	0.00
R Equipment	0.00	0.00	0.00	0.00
O Supplies	40,266.41	94,508.95	299,188.00	204,679.05
G Contractual	0.00	0.00	0.00	0.00
R Construction	0.00	0.00	0.00	0.00
A Other	0.00	0.00	27,450.00	27,450.00
M				0.00
II. TOTAL PROGRAM	\$63,181.71	\$117,424.25	\$623,183.00	505,758.75
NON-FEDERAL PROGRAM Reported on Basic	\$0.00	\$0.00	\$0.00	0.00
<b>TOTAL SETA COSTS ( I + II )</b>	<b>\$65,576.30</b>	<b>\$121,874.64</b>	<b>\$646,802.00</b>	<b>524,927.36</b>
Rose Ramos 	4/9/2021	Shelagh Ferguson	916.643.7878	
Chief Business Officer - Authorized Signature	Date	Prepared By	Phone	

**SETA MONTHLY FISCAL REPORT**  
 925 Del Paso Blvd., Suite 100, Sacramento, CA 95815

**R5210**

Month: April 1 - April 30, 2021 Agreement No.: 21C5551S0


Delegate: SCUSD - Child Development Department Program:  PA 22 HS BASIC R5210

Remit to address General Accounting Department - 802A  PA 20 BASIC T/TA

5735 47th Avenue  PA 25 EHS

SACRAMENTO, CA 95824  PA 26 EHS T/TA

OTHER

Cost Item	Actual Expenses		* Current Budget	Unexpended Balance	
	Current Period & Adjustments	Cumulative To Date			
I.  A D M I N	Personnel	14,488.74	134,044.00	209,283.00	75,239.00
	Fringe Benefits	8,075.28	71,118.93	116,057.00	44,938.07
	Travel	0.00	0.00	0.00	0.00
	Equipment	0.00	0.00	0.00	0.00
	Supplies	9.34	8.43	5,740.00	5,731.57
	Contractual	0.00	0.00	0.00	0.00
	Construction	0.00	0.00	0.00	0.00
	Other	0.00	46.21	2,357.00	2,310.79
	Indirect Costs 3.79%	19,485.39	158,532.93	224,694.00	66,161.07
I. TOTAL ADMINISTRATION	\$42,058.75	\$363,750.50	\$558,131.00	\$194,380.50	
Non-Federal Administration					
Total Fed. And Non-Fed. Administration	\$42,058.75	\$363,750.50	\$558,131.00	\$194,380.50	
II.  P R O G R A M	Personnel	287,476.97	2,317,769.42	3,073,800.00	756,030.58
	Fringe Benefits	203,896.22	1,656,781.33	2,312,301.00	655,519.67
	Travel	0.00	0.00	0.00	0.00
	Equipment	0.00	0.00	0.00	0.00
	Supplies	84.12	104.30	90,834.00	90,729.70
	Contractual	0.00	0.00	0.00	0.00
	Construction	0.00	0.00	0.00	0.00
	Other	95.84	3,054.67	118,210.00	115,155.33
	II. TOTAL PROGRAM	\$491,553.15	\$3,977,709.72	\$5,595,145.00	1,617,435.28
	NON-FEDERAL PROGRAM Basic & T/TA \$1,538,319+7,800 April	\$210,924.15	\$1,727,373.43	\$1,546,120.00	(181,253.43)
<b>TOTAL SETA COSTS (I+II)</b>	<b>\$533,611.90</b>	<b>\$4,341,460.22</b>	<b>\$6,153,276.00</b>	<b>1,811,815.78</b>	
Rose Ramos 	5/6/2021	Shelagh Ferguson	916.643.7878		
Chief Business Officer - Authorized Signature	Date	Prepared By	Phone		

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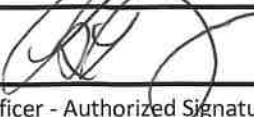
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OTHER

Cost Item	Actual Expenses		* Current Budget	Unexpended Balance	
	Current Period & Adjustments	Cumulative To Date			
I.	Personnel			0.00	
	Fringe Benefits			0.00	
	Travel			0.00	
	Equipment			0.00	
A	Supplies			0.00	
D	Contractual			0.00	
M	Construction			0.00	
I	Other			0.00	
N	Indirect 3.79%	0.00	638.16	1,139.00	500.84
	I. TOTAL ADMINISTRATION	\$0.00	\$638.16	\$1,139.00	\$500.84
	Non-Federal Administration				
	Total Fed. And Non-Fed. Administration	\$0.00	\$638.16	\$1,139.00	\$500.84
II.	Personnel	0.00	0.00	0.00	0.00
	Fringe Benefits	0.00	0.00	0.00	0.00
P	Travel	0.00	1,598.00	1,598.00	0.00
R	Equipment	0.00	0.00	0.00	0.00
O	Supplies	0.00	180.09	180.09	0.00
G	Contractual	0.00	0.00	0.00	0.00
R	Construction	0.00	0.00	0.00	0.00
A	Other	0.00	15,060.00	28,282.91	13,222.91
M					0.00
	II. TOTAL PROGRAM	\$0.00	\$16,838.09	\$30,061.00	13,222.91
	NON-FEDERAL PROGRAM Reported on Basic				
		\$0.00	\$0.00	\$0.00	0.00
	TOTAL SETA COSTS (I+II)	\$0.00	\$17,476.25	\$31,200.00	13,723.75
Rose Ramos		5/6/2021	Shelagh Ferguson	916.643.7878	
Chief Business Officer - Authorized Signature		Date	Prepared By	Phone	

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**R5244**

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Delegate: SCUSD - Child Development Department

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5735 47th Avenue

SACRAMENTO, CA 95824

Agreement No.: 21C5551S0

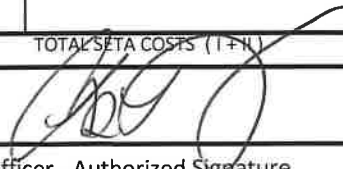
Program:  PA 22 HS BASIC

PA 20 BASIC T/TA

PA 25 EHS

PA 26 EHS T/TA

OTHER HS Covid-19 Supp. R5244

Cost Item	Actual Expenses		* Current Budget	Unexpended Balance
	Current Period & Adjustments	Cumulative To Date		
I. Personnel				0.00
Fringe Benefits				0.00
Travel				0.00
Equipment				0.00
A Supplies				0.00
D Contractual				0.00
M Construction				0.00
I Other				0.00
N Indirect 3.79%	1,164.54	5,614.93	23,619.00	18,004.07
I. TOTAL ADMINISTRATION	\$1,164.54	\$5,614.93	\$23,619.00	\$18,004.07
Non-Federal Administration				
Total Fed. And Non-Fed. Administration	\$1,164.54	\$5,614.93	\$23,619.00	\$18,004.07
II. Personnel	0.00	13,537.50	208,627.00	195,089.50
Fringe Benefits	0.00	9,377.80	87,918.00	78,540.20
P Travel	0.00	0.00	0.00	0.00
R Equipment	0.00	0.00	0.00	0.00
O Supplies	30,451.74	124,960.69	299,188.00	174,227.31
G Contractual	0.00	0.00	0.00	0.00
R Construction	0.00	0.00	0.00	0.00
A Other	275.00	275.00	27,450.00	27,175.00
M				0.00
II. TOTAL PROGRAM	\$30,726.74	\$148,150.99	\$623,183.00	475,032.01
NON-FEDERAL PROGRAM Reported on Basic	\$0.00	\$0.00	\$0.00	0.00
<b>TOTAL SETA COSTS (I + II)</b>	<b>\$31,891.28</b>	<b>\$153,765.92</b>	<b>\$646,802.00</b>	<b>493,036.08</b>
Rose Ramos 	5/6/2021	Shelagh Ferguson	916.643.7878	
Chief Business Officer - Authorized Signature	Date	Prepared By	Phone	