



**CONCHO VALLEY**  
COUNCIL OF GOVERNMENTS  
**EXECUTIVE COMMITTEE**  
**MEETING**

Wednesday, June 8, 2022 at 2:00 p.m.  
Concho Valley Council of Governments  
5430 Link Rd, San Angelo, Texas 76904 and via Teleconference

*The meeting place is accessible to persons with disabilities. If assistance is needed to observe or comment, please call the CVCOG office at 325-944-9666 at least 24 hours prior to the meeting.*

Join By Zoom Teleconference - <https://us06web.zoom.us/j/86059129417>

**\*Meeting ID: 860 5912 9417 \*Passcode: 194423**

833 548 0282 US Toll-free

877 853 5247 US Toll-free

888 788 0099 US Toll-free

833 548 0276 US Toll-free

**BUSINESS**

1. DETERMINATION OF QUORUM AND CALL TO ORDER
2. INVOCATION & PLEDGE OF ALLEGIANCE
3. PUBLIC COMMENT
4. CONSENT AGENDA
  - a. APPROVAL of the Minutes from the May 11, 2022 Meeting.
  - b. APPROVAL of the Staff Travel Report April 2022

**REGULAR AGENDA**

5. APPROVAL of Checks in excess of \$2,000 for April 2022.
6. REVIEW & APPROVAL of the Budget Comparison Report for Head Start Grant 829 FY 21-22, YTD June 1, 2021 through April 30, 2022.
7. REVIEW & APPROVAL of the Budget Comparison Report for Head Start Nutrition FY 21-22 Grant H02, YTD October 1, 2021 through April 30, 2022.
8. REVIEW & APPROVAL of the Head Start Credit Card/Open Account Summary for April 2022.
9. REVIEW & APPROVAL of the CVCOG Requisition Request to upgrade the current MIP Accounting System not to exceed \$42,000.

10. APPOINTMENT of a Committee to conduct a Performance Evaluation of the CVCOG Executive Director.

11. INFORMATION ITEMS & REPORTS

- a. Toni Roberts, Director of AaA, update on 211 Accreditation process – virtual site date needed
- b. Review of the CVCOG Monthly Financials for April 2022
- c. CVCOG Head Start Director's Report
- d. Executive Director's Report

12. ADJOURNMENT

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*Posted in accordance with the Texas Government Code, Title V, Chapter 551, Section .053 this, 3rd day of June 2022.*



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**John Austin Stokes, Executive Director**



**CONCHO VALLEY**  
COUNCIL OF GOVERNMENTS

**EXECUTIVE COMMITTEE MEETING MINUTES**  
**Wednesday, May 11, 2022**

The Executive Committee of the Concho Valley Council of Governments met on Wednesday, May 11, 2022 at 5430 Link Rd., San Angelo, Texas 76904 and via Zoom Teleconference.

Members present were:

**Hal Spain, Chairman**, Coke County Judge  
**Jim O'Bryan, Vice-Chairman**, Reagan County Judge  
**Brandon Corbin, Secretary**, Menard County Judge  
**Jerry Bearden**, Mason County Judge  
**Molly Criner**, Irion County Judge  
**Fred Deaton**, Crockett County Judge  
**Bill Dendle**, San Angelo ISD Board Member  
**David Dillard**, Concho County Judge  
**Deborah Horwood**, Sterling City Judge  
**Souli Shanklin**, Edwards County Judge  
**Delbert Roberts**, Kimble County Judge  
**Steve Floyd**, Tom Green County Judge  
**Frank Trull**, McCulloch County Judge  
**Rachel Duran**, Sutton County Judge  
**Lucy Gonzales**, COSA Council Member, District 4

Members absent were:

**Charlie Bradley**, Schleicher County Judge

**BUSINESS**

Chairman Hal Spain announced the presence of a quorum and called the meeting to order at 2:02 p.m.

Judge Frank Trull gave the invocation and led the Pledge of Allegiance.

**Public comment**

John Austin Stokes received a call from the office of Kevin Sparks, candidate for Texas Senate District 31, inquiring about attending the Executive Committee Meeting. Mr. Sparks attended this meeting and gave a brief synopsis of his background and ideas for the future.

**APPROVAL of the Consent Agenda**

- a. Judge Souli Shanklin made a motion to approve the Meeting Minutes from April 13, 2022. Judge David Dillard seconded the motion. No questions or discussion. The motion passed unanimously.
- b. Judge Souli Shanklin made a motion to approve the Staff Travel report from March 2022. Judge David Dillard seconded the motion. No questions or discussion. The motion passed unanimously.

**APPROVAL of Checks**

The checks in excess of \$2,000 written for March 2022 were presented by Assistant Director of Finance, Michael Meek. Judge Jerry Bearden made a motion to approve the checks as presented. Judge Jim O'Bryan seconded the motion. No questions or discussion. The motion passed unanimously.

**APPROVAL of the Budget Comparison Report for Head Start Grant 829**

Carol Raymond, Director of Head Start, presented the Budget Comparison Report for Head Start Grant 829 FY 21-22, YTD June 1 through March 31, 2022 for approval. Judge David Dillard made a motion to approve the Budget Comparison report for CVCOG Head Start FY 21-22 Grant 829, YTD Actual June 1, 2021 through March 31, 2022. Judge Steve Floyd seconded the motion. No questions or discussion. The motion passed unanimously.

**APPROVAL of the Budget Comparison for Head Start Nutrition Grant H02**

Carol Raymond, Director of Head Start, presented the Budget Comparison Report for Head Start Nutrition FY 21-22 Grant H02 FY 21-22, YTD October 1, 2021 through March 31, 2022 for approval. Judge David Dillard made a motion to approve Budget Comparison Report for Head Start Nutrition FY 21-22 Grant H02, YTD Actual October 1, 2021 through March 31, 2022. Judge Souli Shanklin seconded the motion. No questions or discussion. The motion passed unanimously.

**APPROVAL of the Head Start Credit Card/Open Account Summary Transactions**

Carol Raymond, Director of Head Start, presented the CVCOG Head Start Credit Card/Open Account Summary Transactions for the month of March 2022. Judge Steve Floyd made a motion to approve the summary of transactions as presented. Judge David Dillard seconded the motion. No questions or discussion. The motion passed unanimously.

**APPROVAL of the Head Start/Early Head Start COLA & Quality Improvement for FY 2022**

Carol Raymond, Director of Head Start, presented the Head Start/Early Head Start COLA & Quality Improvement for FY 2022. CVCOG will be applying for the funds which will consist of a COLA for each Head Start/ Early Head Start position that will permanently move the pay scale rate at 2.28%. Judge Souli Shanklin made a motion to approve the Head Start/Early Head Start COLA & Quality Improvement for FY 2022. Judge David Dillard seconded the motion. No questions or discussion. The motion passed unanimously.

**APPROVAL of Head Start/Early Head Start Selection Criteria Eligibility for the 2022-2023 School Year**

Carol Raymond, Director of Head Start, presented the Head Start/Early Head Start Selection Criteria Eligibility for the 2022-2023 School Year to include the addition of SNAP benefits for qualifications. Judge David Dillard made a motion to approve the request. Judge Fred Deaton seconded the motion. No questions or discussion. The motion passed unanimously.

**APPROVAL of the Head Start/Early Head Start Self-Assessment Report for FY 2021-2022**

Stacy Walker, Head Start FAMCO Manager, presented the Head Start/Early Head Start Self-Assessment Report for FY 2021-2022. Judge Jerry Bearden made a motion to approve the Head Start/Early Head Start Self-Assessment Report for FY 2021-2022. Judge Delbert Roberts seconded the motion. No questions or discussion. The motion passed unanimously.

**APPROVAL of the authorization for the Executive Director to enter into a 2-year contract with Intrado**

Hilda Arredondo-Garibay, Director of Public Safety, seeking approval to authorize the Executive Director to enter into a 2-year contract (June 29, 2022 – June 28, 2024) with Intrado for 9-1-1 Regional Text-to-911 licensing for all 15 Public Safety Answering Points, in an amount not to exceed \$43,800.00 using HGAC Buy Contract EC07-20. Judge Jim O'Bryan made a motion to approve the request. Judge Fred Deaton seconded the motion. No questions or discussion. The motion passed unanimously.

## **INFORMATION ITEMS & REPORTS**

- a. Lee Pipkin, Executive Director of the Concho Valley Regional Foodbank – American Rescue Act Funding Opportunity – Mr. Pipkin spoke to the committee and requested funding from location represented to build a Volunteer Engagement Center and to also purchase a new freezer. Mr. Pipkin is current waiting on the architect to get a dollar amount. Judge Fred Deaton stated that Crockett County has approved \$30,000 to go towards the project.
- b. John DeWitt, Director, Transportation Planning & Development – Presentation of Texas Department of Transportation’s San Angelo District FY 2023-FY 2026 Rural Improvement Program.
- c. Nancy Ianuario, Director of Finance, gave the report of the CVCOG Monthly Financials for March 2022. She gave an overview of the balance sheet, schedule of revenue and cash flow.
- d. Toni Roberts, Director of AaA - Reported on 2-1-1 Accreditation Status Update - The 2<sup>nd</sup> report towards the accreditation has been submitted. A site visit will be the final step, although it may be virtual. She also reported on May being Older Americans Month. A Proclamation for this is on the agenda for the San Angelo Council meeting.
- e. Carol Raymond, Director of Head Start, gave a report on the operations, enrollment and disability numbers, and state of the Head Start and Early Head Start Centers.
- f. John Austin Stokes, Executive Director, stated that we are in budget season. He gave mention to the COLA increase and programs will be working towards that new rate.

## **ADJOURNMENT**

There being no further items to discuss, Judge Jerry Bearden made a motion to adjourn the meeting. Judge Souli Shanklin seconded the motion. Chairman Hal Spain adjourned the meeting at 3 p.m.

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Duly adopted at a meeting of the Executive Committee of the Concho Valley Council of Governments on this 8th day of June 2022.

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Judge Hal Spain - Chairman

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Judge Jim O'Bryan, Vice-Chairman

**CVCOG/CVT**  
**Monthly Travel Report**  
**April-22**

<b>Staff Name &amp; Title</b>	<b>Authorization to Travel</b>	<b>Dates of Travel</b>	<b>Purpose</b>	<b>Estimated Cost</b>
Nolen Mears SVP Dir	Waco, Tx	04/17/22 - 04/21/22	Tx Senior Corps Assoc Conference	\$1,145.35
Teresa Covy RSVP Specialist	Waco, Tx	04/18/22 - 04/21/22	Tx Senior Corps Assoc Conference	\$944.68
Clementine Urista FGP/SCP Mgr	Waco, Tx	04/18/22 - 04/21/22	Tx Senior Corps Assoc Conference	\$665.70
Nicole Nixon CJ	Austin, Tx	04/06/22 - 04/07/22	DHS/TX DHS/TX DPS Meeting	\$493.33
Hilda A Garibay 911 Dir	Galveston, Tx	04/03/22 - 04/07/22	Tx Public Safety Conference	\$1,575.99

\* Estimated Costs  
~~TRIP-CANGELED~~

**CVCOG**  
Check/Voucher Register  
From 4/1/2022 Through 4/30/2022

Document Number	Document Date	Name	Transaction Description	Document Amount
191935	4/5/2022	CARDMEMBER SERVICE	Admin: April 2022 Credit Card Payment	3,695.50
191936	4/5/2022	CHRISTOVAL ISD	HS: Christoval ISD for March 2022 Meal Reimbursement	2,204.95
191937	4/5/2022	Citibank	April 2022 credit card payment	22,134.51
191955	4/5/2022	SUDDENLINK B2B	Network: acct 7043367011 03/15/22 - 04/14/22	2,645.80
191958	4/12/2022	AFLAC	Acct J5711 March 2022 Premium	8,170.92
191960	4/12/2022	AMERICAN UNITED LIFE INSURANCE COMPANY	G 00620509 Employees life premium: 04/01/2022 to 04/30/2022	8,007.88
191961	4/12/2022	AMERITAS LIFE INSURANCE CORP	Acct 010-028641 Dental Premiums 03/01/2022 to 03/31/2022	8,810.72
191965	4/12/2022	BLUE CROSS AND BLUE SHIELD OF TEXAS	029143 CVCOG Group Health Ins 2022 04/01/22 - 05/01/22	176,996.80
191968	4/12/2022	CARDMEMBER SERVICE	Admin: April 2022 Credit Card Payment	2,702.70
191970	4/12/2022	CITY OF SAN ANGELO AGING PROGRAM	AaA: Congregate Meals COSA 02-22	8,758.24
191979	4/12/2022	HELPING HANDS FOR THE ELDERLY, INC.	AaA: HDM Meals HH 01-22	2,198.34
	4/12/2022	HELPING HANDS FOR THE ELDERLY, INC.	AaA: HDM Meals HH 11-21	2,102.76
191980	4/12/2022	KFW ARCHITECTS, INC	CVCOG: media and CVCOG rebranding	16,295.00
191992	4/12/2022	Sysco West Texas	HS/EHS: Day Food for Children & Kitchen Supplies.	4,918.05
	4/12/2022	Sysco West Texas	HS: Blackshear Food for Children and Kitchen Supplies.	2,261.80
191996	4/12/2022	TML INTERGOVERNMENTAL RISK POOL	Admin: April 2022 CVCOG Quarterly Insurance	29,150.00
192004	4/19/2022	BANK & TRUST	Admin: Health Saving Acct for payroll 04/14/2022	4,374.68
192008	4/19/2022	CITY OF BRADY	AaA: HDM Meals Brady 02-22	2,808.45
192018	4/19/2022	HELPING HANDS FOR THE ELDERLY, INC.	AaA: HDM Meals HH 12-21	2,431.98
192025	4/19/2022	NATIONWIDE RETIREMENT SOLUTIONS	ADMIN: NACO & Roth 457B Payroll 04/14/2022	3,420.00
192028	4/19/2022	SCHLEICHER COUNTY ISD	HS: Eldorado- Early Childhood Teacher Program for April	2,000.00
192031	4/19/2022	SUPERIOR SERVICES	HS BS: HVAC maintenance on all units	2,580.00
	4/19/2022	SUPERIOR SERVICES	HS/EHS: Day for HVAC maintenance on all units.	4,971.45
192032	4/19/2022	Sysco West Texas	HS: Blackshear Food for Children & Kitchen Supplies.	2,227.37
	4/19/2022	Sysco West Texas	HS/EHS: DAY Food for Children.	2,137.92
	4/19/2022	Sysco West Texas	HS: Blackshear Food for Children & Kitchen Supplies.	2,006.78
192035	4/19/2022	TXU ENERGY RETAIL COMPANY LLC	HS/Admin: Electricity	5,567.43
192045	4/26/2022	CARDMEMBER SERVICE	Admin: April 2022 Credit Card Payment	3,399.38
192049	4/26/2022	FRONTIER COMMUNICATIONS	PUB: 911 Selective Routing 03/19/22 - 04/18/22	6,521.58
192068	4/26/2022	Sysco West Texas	HS: Blackshear Food for Children.	2,193.06
	4/26/2022	Sysco West Texas	HS/EHS: Rio Vista Food for Children & Kitchen Supplies.	2,795.31
206	4/5/2022	CB Concho Valley Electric Cooperative, Inc.	Link and CVT: Elec srv for acct 1012826 01/20/22-02/20/22	3,004.76
213	4/5/2022	CB Promaxima	Admin: GT5 Galaxy Series Treadmill	2,879.03
8267	4/12/2022	FF NATIONAL HS-ASSN	HS/EHS: Head Start program Membership \$6-10M Budget	2,260.00
Report Total				358,633.15

CVCOG  
 Summary Budget Comparison - Grant 829, Head Start FY 21-22  
 From 6/1/2021 Through 4/30/2022

Account Code	Account Title	YTD Budget \$	YTD Actual	YTD Budget \$ Variance	Percent Total Budget Used
829	HHS-ACF Grant 829, Head Start FY 21-22 06CH010970				
004	Revenue				
4170	HHS-ACF Head Start ARP 06HE001000 C6	676,023.00	130,186.65	(545,836.35)	19.25%
4171	HHS-ACF Head Start 06CH010970-03	6,525,867.00	5,912,980.36	(612,886.64)	90.60%
4172	HHS-ACF Head Start CRRSA 06HE001000 C5	170,048.00	170,048.00	0.00	100.00%
4411	IK Contributions	1,612,061.00	994,422.99	(617,638.01)	61.68%
4523	Local Revenue	8,105.34	8,105.34	0.00	100.00%
4711	Sale of Equipment	11,949.79	11,949.79	0.00	100.00%
Total 004	Revenue	9,004,054.13	7,227,693.13	(1,776,361.00)	80.27%
400	Head Start CAN NO 9-G064122				
5110	General Wages	2,343,725.89	2,137,067.56	206,658.33	91.18%
5118	General Overtime Hours	144.53	139.81	4.72	96.73%
5119	Holiday Work Time	84.60	84.60	0.00	100.00%
5150	Vacation Time Allocation	25,202.06	23,308.14	1,893.92	92.48%
5151	Medicare Tax	32,816.48	30,329.38	2,487.10	92.42%
5172	Worker's Comp Insurance	15,863.23	14,314.18	1,549.05	90.23%
5173	SUTA	3,500.00	2,906.57	593.43	83.04%
5174	Health Insurance Benefit	584,087.92	529,998.05	54,089.87	90.73%
5175	Dental Insurance Benefit	23,855.84	22,132.49	1,723.35	92.77%
5176	Life Insurance Benefit	16,787.43	15,616.81	1,170.62	93.02%
5177	HSA Insurance Benefit	22,088.66	19,926.51	2,162.15	90.21%
5181	Retirement	271,631.65	249,877.21	21,754.44	91.99%
5199	Indirect Allocation	217,157.83	195,177.27	21,980.56	89.87%
5206	HR Service Center	117,712.28	116,087.95	1,624.33	98.62%
5207	Procurement Service Center	71,919.25	71,284.82	634.43	99.11%
5208	Information Technology Service Center	84,719.80	73,762.09	10,957.71	87.06%
5291	Contract Services	64,198.00	47,556.83	16,641.17	74.07%
5293	HS Health & Disab Svc	1,000.00	0.00	1,000.00	0.00%
5294	HS Policy Council	2,000.00	212.04	1,787.96	10.60%
5296	HS Parent Service	2,000.00	202.90	1,797.10	10.14%
5309	Travel-In Region	4,456.73	3,663.42	793.31	82.19%
5413	HS Site Rent	120,385.50	115,912.76	4,472.74	96.28%
5433	HS Site Center Utilities	82,404.86	78,793.60	3,611.26	95.61%
5451	Facility Maintenance	46,858.73	40,876.17	5,982.56	87.23%
5453	HS Site Center Bldg Maint	99,235.39	87,972.30	11,263.09	88.65%
5510	Supplies	23,500.13	20,361.94	3,138.19	86.64%
5512	HS Class Room Supplies	29,587.21	23,677.48	5,909.73	80.02%
5514	HS Medical Supplies	2,000.00	786.32	1,213.68	39.31%



CVCOG  
Summary Budget Comparison - Grant 829, Head Start FY 21-22  
From 6/1/2021 Through 4/30/2022

Account Code	Account Title	YTD Budget \$	YTD Actual	YTD Budget \$ Variance	Percent Total Budget Used
829	HHS-ACF Grant 829, Head Start FY 21-22 06CH010970				
5515	HS Disability Supplies	1,000.00	0.00	1,000.00	0.00%
5518	HS Diapers and Wipes	5,000.00	2,282.33	2,717.67	45.64%
5622	Internal Computer/Software	10,198.00	10,198.00	0.00	100.00%
5632	Copier	22,831.75	20,709.22	2,122.53	90.70%
5711	Insurance	9,778.68	9,602.05	176.63	98.19%
5721	Printing	2,092.75	1,532.32	560.43	73.22%
5722	Ads & Promotions	3,000.00	1,079.45	1,920.55	35.98%
5753	Dues and fees	4,780.13	3,387.88	1,392.25	70.87%
5760	HS Site Center Communications	17,475.69	16,119.96	1,355.73	92.24%
5762	Postage/freight	3,000.00	839.56	2,160.44	27.98%
5796	Safety	1,110.00	673.87	436.13	60.70%
Total 400	Head Start CAN NO 9-G064122	4,389,191.00	3,988,453.84	400,737.16	90.87%
401	Early Head Start CAN NO 9-G064122				
5110	General Wages	1,188,522.42	1,082,613.74	105,908.68	91.08%
5118	General Overtime Hours	78.95	78.95	0.00	100.00%
5150	Vacation Time Allocation	5,778.63	5,778.63	0.00	100.00%
5151	Medicare Tax	16,564.55	15,053.92	1,510.63	90.88%
5172	Worker's Comp Insurance	6,976.05	6,288.05	688.00	90.13%
5173	SUTA	2,000.00	1,227.03	772.97	61.35%
5174	Health Insurance Benefit	308,873.98	281,537.29	27,336.69	91.14%
5175	Dental Insurance Benefit	12,566.58	11,731.92	834.66	93.35%
5176	Life Insurance Benefit	8,559.55	7,929.67	629.88	92.64%
5177	HSA Insurance Benefit	12,060.25	11,165.27	894.98	92.57%
5181	Retirement	137,725.13	126,566.26	11,158.87	91.89%
5199	Indirect Allocation	110,280.47	98,793.02	11,487.45	89.58%
5206	HR Service Center	33,353.10	32,820.23	532.87	98.40%
5207	Procurement Service Center	20,299.03	20,216.32	82.71	99.59%
5208	Information Technology Service Center	24,153.34	20,796.14	3,357.20	86.10%
5291	Contract Services	2,000.00	524.72	1,475.28	26.23%
5293	HS Health & Disab Svc	500.00	0.00	500.00	0.00%
5294	HS Policy Council	74.30	61.89	12.41	83.29%
5296	HS Parent Service	2,650.03	2,232.17	417.86	84.23%
5309	Travel-In Region	1,435.15	981.60	453.55	68.39%
5413	HS Site Rent	36,707.24	35,387.24	1,320.00	96.40%
5433	HS Site Center Utilities	25,264.26	24,167.90	1,096.36	95.66%
5451	Facility Maintenance	11,470.76	10,259.59	1,211.17	89.44%
5453	HS Site Center Bldg Maint	29,960.94	24,831.39	5,129.55	82.87%

CVCOG  
Summary Budget Comparison - Grant 829, Head Start FY 21-22  
From 6/1/2021 Through 4/30/2022

Account Code	Account Title	YTD Budget \$	YTD Actual	YTD Budget \$ Variance	Percent Total Budget Used
829	HHS-ACF Grant 829, Head Start FY 21-22 06CH010970				
5510	Supplies	7,719.82	5,895.69	1,824.13	76.37%
5512	HS Class Room Supplies	15,560.40	14,039.48	1,520.92	90.22%
5514	HS Medical Supplies	844.00	206.69	637.31	24.48%
5515	HS Disability Supplies	844.00	0.00	844.00	0.00%
5518	HS Diapers and Wipes	9,000.00	5,446.99	3,553.01	60.52%
5622	Internal Computer/Software	1,689.50	1,689.50	0.00	100.00%
5632	Copier	6,299.14	5,737.23	561.91	91.07%
5711	Insurance	1,467.00	1,247.22	219.78	85.01%
5721	Printing	1,887.00	700.21	1,186.79	37.10%
5722	Ads & Promotions	1,500.00	251.69	1,248.31	16.77%
5753	Dues and fees	862.43	657.90	204.53	76.28%
5760	HS Site Center Communications	4,520.00	3,570.21	949.79	78.98%
5762	Postage/freight	611.00	30.84	580.16	5.04%
5796	Safety	335.00	254.16	80.84	75.86%
Total 401	Early Head Start CAN NO 9-G064122	2,050,994.00	1,860,770.75	190,223.25	90.73%
402	Head Start T&TA CAN NO 9-G064120				
5308	Head Start T & T A	56,824.00	54,207.10	2,616.90	95.39%
Total 402	Head Start T&TA CAN NO 9-G064120	56,824.00	54,207.10	2,616.90	95.39%
403	Early Head Start T&TA CAN NO 9-G064121				
5308	Head Start T & T A	28,858.00	22,478.46	6,379.54	77.89%
Total 403	Early Head Start T&TA CAN NO 9-G064121	28,858.00	22,478.46	6,379.54	77.89%
404	Head Start CRRSA CAN 9-G064122				
5174	Health Insurance Benefit	31,556.97	31,556.97	0.00	100.00%
5199	Indirect Allocation	1,953.36	1,953.36	0.00	100.00%
5512	HS Class Room Supplies	1,393.44	1,393.44	0.00	100.00%
5622	Internal Computer/Software	115,276.43	115,276.43	0.00	100.00%
5734	HS Capital Playground	1,826.87	1,826.87	0.00	100.00%
Total 404	Head Start CRRSA CAN 9-G064122	152,007.07	152,007.07	0.00	100.00%
405	Early Head Start CRRSA CAN 9-G064122				
5174	Health Insurance Benefit	16,989.30	16,989.30	0.00	100.00%
5199	Indirect Allocation	1,051.63	1,051.63	0.00	100.00%
Total 405	Early Head Start CRRSA CAN 9-G064122	18,040.93	18,040.93	0.00	100.00%

CVCOG  
Summary Budget Comparison - Grant 829, Head Start FY 21-22  
From 6/1/2021 Through 4/30/2022

Account Code	Account Title	YTD Budget \$	YTD Actual	YTD Budget \$ Variance	Percent Total Budget Used
829	HHS-ACF Grant 829, Head Start FY 21-22 06CH010970				
406	Early Head Start Conversion ARP CAN 9-G064122				
5453	HS Site Center Bldg Maint	26,500.00	12,317.16	14,182.84	46.47%
5510	Supplies	6,095.00	1,758.88	4,336.12	28.85%
5512	HS Class Room Supplies	26,250.00	20,919.00	5,331.00	79.69%
5518	HS Diapers and Wipes	2,500.00	0.00	2,500.00	0.00%
5622	Internal Computer/Software	4,766.00	2,248.44	2,517.56	47.17%
5734	HS Capital Playground	<u>20,000.00</u>	<u>15,672.77</u>	<u>4,327.23</u>	<u>78.36%</u>
Total 406	Early Head Start Conversion ARP CAN 9-G064122	86,111.00	52,916.25	33,194.75	61.45%
409	Head Start InKind				
6791	InKind Other	<u>1,612,061.00</u>	<u>994,422.99</u>	<u>617,638.01</u>	<u>61.68%</u>
Total 409	Head Start InKind	1,612,061.00	994,422.99	617,638.01	61.69%
410	Head Start ARP CAN NO 9-G064122				
5174	Health Insurance Benefit	168,532.71	31,318.94	137,213.77	18.58%
5177	HSA Insurance Benefit	2,720.80	1,150.58	1,570.22	42.28%
5199	Indirect Allocation	14,024.26	2,011.44	12,012.82	14.34%
5200	Employee Health and Welfare	2,000.00	167.49	1,832.51	8.37%
5453	HS Site Center Bldg Maint	6,888.00	6,099.22	788.78	88.54%
5510	Supplies	75,797.40	763.20	75,034.20	1.00%
5512	HS Class Room Supplies	22,412.56	225.28	22,187.28	1.00%
5622	Internal Computer/Software	23,340.07	486.31	22,853.76	2.08%
5625	Capital-Replace Van	49,470.00	0.00	49,470.00	0.00%
5734	HS Capital Playground	<u>147,847.13</u>	<u>9,248.60</u>	<u>138,598.53</u>	<u>6.25%</u>
Total 410	Head Start ARP CAN NO 9-G064122	513,032.93	51,471.06	461,561.87	10.03%
411	Early Head Start ARP CAN NO 9-G064122				
5174	Health Insurance Benefit	27,058.96	18,001.10	9,057.86	66.52%
5177	HSA Insurance Benefit	2,851.74	1,061.13	1,790.61	37.20%
5199	Indirect Allocation	2,048.37	1,161.30	887.07	56.69%
5510	Supplies	28,312.00	350.81	27,961.19	1.23%
5512	HS Class Room Supplies	4,108.00	185.04	3,922.96	4.50%
5622	Internal Computer/Software	2,500.00	168.56	2,331.44	6.74%
5734	HS Capital Playground	<u>10,000.00</u>	<u>4,871.40</u>	<u>5,128.60</u>	<u>48.71%</u>
Total 411	Early Head Start ARP CAN NO 9-G064122	76,879.07	25,799.34	51,079.73	33.56%

CVCOG  
 Summary Budget Comparison - Grant 829, Head Start FY 21-22  
 From 6/1/2021 Through 4/30/2022

Account Code	Account Title	YTD Budget \$	YTD Actual	YTD Budget \$ Variance	Percent Total Budget Used
829	HHS-ACF Grant 829, Head Start FY 21-22 06CH010970				
997	Non Project				
5200	Employee Health and Welfare	150.00	0.00	150.00	0.00%
5512	HS Class Room Supplies	7,955.34	7,125.34	830.00	89.56%
5625	Capital-Replace Van	<u>11,949.79</u>	<u>0.00</u>	<u>11,949.79</u>	<u>0.00%</u>
Total 997	Non Project	20,055.13	7,125.34	12,929.79	35.53%
	Total Expenditures	<u>9,004,054.13</u>	<u>7,227,693.13</u>	<u>1,776,361.00</u>	<u>80.27%</u>
	Excess Revenue over Expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
	Head Start (Project 400, 402)	4,446,015.00	4,042,660.94	403,354.06	90.93%
	Early Head Start (Project 401, 403)	2,079,852.00	1,883,249.21	196,602.79	90.55%
	Head Start CRRSA (Project 404)	152,007.07	152,007.07	-	100.00%
	Early Head Start CRRSA (Project 405)	18,040.93	18,040.93	-	100.00%
	Head Start ARP (Project 410)	513,032.93	51,471.06	461,561.87	10.03%
	Early Head Start ARP (Project 406, 411)	162,990.07	1,001,548.33	630,567.80	614.48%
	Total Federal	<u>7,371,938.00</u>	<u>7,148,977.54</u>	<u>1,692,086.52</u>	<u>96.98%</u>
	Total Non-Federal, includes Local Funds	<u>1,632,116.13</u>	<u>1,001,548.33</u>	<u>630,567.80</u>	<u>61.37%</u>
	Grand Total HHS Head Start Expenditures	<u>9,004,054.13</u>	<u>8,150,525.87</u>	<u>2,322,654.32</u>	<u>90.52%</u>

CVCOG Head Start Admin	553,674.80	
CVCOG Administrative Indirect	300,148.02	
Total Non-Federal Admin	<u>0.00</u>	
Total Administrative	<u>853,822.82</u>	
Head Start Budget, includes Non-Federal	9,004,054.13	
Administrative Percentage of Approved Budget	9.48%	
Note: Administrative Maximum Percentage is 15%		
Non-Federal Percentage of Federal	20.00%	14.01%

CVCOG  
 Summary Budget Comparison -Grant H02, Head Start Nutrition 21-22  
 From 10/1/2021 Through 4/30/2022

Account Code	Account Title	YTD Budget \$	YTD Actual	YTD Budget \$ Variance	Percent Total Budget Used
H02	Grant H02, CACFP Head Start Nutrition FY 21-22 Q2022				
004	Revenue				
4203	CACFP Prior Year CFDA 10.558	0.00	8,817.22	8,817.22	100.00%
4221	CACFP Nutrition CFDA 10.558	<u>745,918.29</u>	<u>332,243.18</u>	<u>(413,675.11)</u>	<u>44.54%</u>
Total 004	Revenue	745,918.29	341,060.40	(404,857.89)	45.72%
407	Head Start Nutrition				
5110	General Wages	20,770.00	10,092.40	10,677.60	48.59%
5151	Medicare Tax	301.00	142.25	158.75	47.25%
5172	Worker's Comp Insurance	518.00	235.67	282.33	45.49%
5173	SUTA	252.00	117.80	134.20	46.74%
5174	Health Insurance Benefit	10,728.00	4,235.68	6,492.32	39.48%
5175	Dental Insurance Benefit	371.00	179.84	191.16	48.47%
5176	Life Insurance Benefit	165.00	77.46	87.54	46.94%
5181	Retirement	2,462.00	1,189.31	1,272.69	48.30%
5199	Indirect Allocation	4,551.56	1,007.67	3,543.89	22.13%
5295	HS Nutrition Service	607,599.73	236,266.65	371,333.08	38.88%
5510	Supplies	28,000.00	0.00	28,000.00	0.00%
5513	HS Food Serv Sup	70,000.00	46,402.59	23,597.41	66.28%
5753	Dues and fees	<u>200.00</u>	<u>0.00</u>	<u>200.00</u>	<u>0.00%</u>
Total 407	Head Start Nutrition	<u>745,918.29</u>	<u>299,947.32</u>	<u>445,970.97</u>	<u>40.21%</u>
	Revenue over Expenditures	<u>0.00</u>	<u>41,113.08</u>	<u>41,113.08</u>	<u>100.00%</u>
			Excess funds to be used through award period		

Head Start Credit Card/Open Account Summary Transactions (Detail Attached)

April 2022

**Head Start:**

Amazon Capital: \$1,804.89

Ben E Keith Transactions: \$0.00

Citibank P-Card Transactions: \$5,112.13

Dean's Dairy Corporate Transactions: \$6,308.68

First Financial Credit Card Transactions: \$9,766.26

Gandy's Dairies Transactions: \$0.00

Mayfield Paper Transactionz: \$0.00

Sam's Card Transactions: \$0.00

Sysco Food Services: \$59,233.59

West Texas Fire Extinguisher Transactions: \$4,725.51

**CVCOG**  
 Vendor Activity - Head Start Amazon Capital  
 829 - HHS-ACF Grant 829, Head Start FY 21-22 06CH010970  
 From 4/1/2022 Through 4/30/2022

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>	
5510	Supplies	4/4/2022	16CW-QGNP-74XH	HS: Eden for (2) qty of air filters for AC unit	71.66	
5510	Supplies	4/5/2022	16V9-6476-DRNL	HS/EHS: Day for black & color ink for printer	230.94	
5510	Supplies	4/6/2022	1PDM-PRRX-4HMT	HS: Eden for Supplies	395.16	
5512	HS Class Room Supplies	4/4/2022	1RWH-CD7P-1N4J	HS: Eldorado for (3) ipad/iphone wall chargers.	38.70	
5512	HS Class Room Supplies	4/5/2022	1QPM-X39G-1CJJ	HS/EHS: Rio Vista for (2) vertical wall file organizers.	40.80	
					777.26	Transaction Total
				Total 829 - HHS-ACF Grant 829, Head Start FY 21-22 06CH010970	777.26	

**CVCOG**  
Vendor Activity - Head Start Amazon Capital  
H02 - Grant H02, CACFP Head Start Nutrition FY 21-22 Q2022  
From 4/1/2022 Through 4/30/2022

Line Item Code	Line Item Title	Document Date	Document Number	Document Description	Expenses
5513	HS Food Serv Sup	2/24/2022	1466-XFPW-DH6V	HS: All Centers for disposable plates and plastic spoons	1,385.40
5513	HS Food Serv Sup	3/4/2022	11G6-9PD3-G3MH	HS/EHS all ctrs: credit for returned plates	(95.94)
5513	HS Food Serv Sup	3/4/2022	1P7L-QCPW-CLVR	HS/EHS all ctrs: credit for returned plates	(95.94)
5513	HS Food Serv Sup	3/4/2022	1QWW-Y6JX-CPTX	HS/EHS all ctrs: credit for returned plates	(95.94)
5513	HS Food Serv Sup	3/4/2022	1XTN-X7WM-CHKJ	HS/EHS all ctrs: credit for returned plates	(15.99)
5513	HS Food Serv Sup	3/8/2022	191M-PL9K-YWTX	HS/EHS all ctrs: credit for returned plates	(95.94)
5513	HS Food Serv Sup	4/6/2022	1XP6-63JC-VV3K	HS: Blackshear for (2) QTY of Disposable dessert plates 500.	41.98
Total H02 - Grant H02, CACFP Head Start Nutrition FY 21-22 Q2022					1,027.63
Report Opening/Current Balance					
Report Transaction Totals					1,804.89
Report Current Balances					



**CVCOG**  
Vendor Activity - Head Start Citibank P-Card  
829 - HHS-ACF Grant 829, Head Start FY 21-22 06CH010970  
From 4/1/2022 Through 4/30/2022

Line Item Code	Line Item Title	Document Date	Document Number	Document Description	Expenses
5433	HS Site Center Utilities	3/31/2022	0691-001111347	HS: Blackshear - Trash Services 04/01/22 - 04/30/22. TS CB	550.88
5433	HS Site Center Utilities	3/31/2022	0691-001111368	Rio Vista - Trash Services 04/01/22 - 04/30/22. TS CC	550.88
5433	HS Site Center Utilities	3/31/2022	0691-001111769	HS: Day Trash Services 04/01/22 - 04/30/22. TS CC	550.88
5433	HS Site Center Utilities	4/4/2022	179684 03-22	HS/EHS: Rio Vista Water Services 03/02/22 - 04/04/2022	454.81
5433	HS Site Center Utilities	5/2/2022	180104 04-22	HS/EHS: Day for Water Service 03/09/22 - 04/08/22. TS CC	462.39
5433	HS Site Center Utilities	5/2/2022	180106 04-22	HS/EHS: Day for Water Service 03/09/22 - 04/08/22. TS CC	159.78
5453	HS Site Center Bldg Maint	3/24/2022	H6807-143772	HS: ozona charge to go out to measure	40.00
5453	HS Site Center Bldg Maint	4/21/2022	H6807-142081	HS: ozona refund charge to go out to measure for door	(40.00)
5760	HS Site Center Communications	3/8/2022	0708195 03-22a	HS/EHS: Rural Phone Services 03/08/22 - 04/07/22 TS CC	483.30
5760	HS Site Center Communications	4/5/2022	07710150890010 04-22	HS/EHS: Day for Phone Service 03/25/22 - 04/24/22.	220.06
5760	HS Site Center Communications	4/8/2022	0708195 04-22	HS/EHS: Rural Phone Services 04/08/22 - 05/07/22 TS CC	497.82
5760	HS Site Center Communications	4/14/2022	07710102810016 04-22	HS: BS for Internet & Phone Services 04/01/22 - 04/30/22.	191.57
5760	HS Site Center Communications	4/14/2022	07710150887017 04-22	HS/EHS: Rio Vista for Internet Service 04/01/22 - 04/30/22.	156.86
5760	HS Site Center Communications	4/21/2022	07710150503019 04-22	HS/EHS: RV for Internet Services 04/15/22 05/14/22. TS CC	187.75
5760	HS Site Center Communications	4/21/2022	07710150504017 04-22	HS: BS for Internet Services 04/15/22 - 05/14/22. TS CC	191.76
5760	HS Site Center Communications	4/21/2022	07710150505015 04-22	HS/EHS: Day for Internet Service 04/15/22 - 05/14/22. TS CC	234.13
5760	HS Site Center Communications	5/2/2022	07710150890010 05-22	HS/EHS: Day for Phone Service 04/25/22 - 05/24/22.	219.26

**CVCOG**  
 Vendor Activity - Head Start Citibank P-Card  
 829 - HHS-ACF Grant 829, Head Start FY 21-22 06CH010970  
 From 4/1/2022 Through 4/30/2022

Line Item Code	Line Item Title	Document Date	Document Number	Document Description	Expenses	
					5,112.13	Transaction Total
				Total 829 - HHS-ACF Grant 829, Head Start FY 21-22 06CH010970	5,112.13	
					5,112.13	
					5,112.13	
					5,112.13	
					5,112.13	

**CVCOG**

Vendor Activity - Head Start First Financial Credit Card  
 829 - HHS-ACF Grant 829, Head Start FY 21-22 06CH010970  
 From 4/1/2022 Through 4/30/2022

Line Item Code	Line Item Title	Document Date	Document Number	Document Description	Expenses
5200	Employee Health and Welfare	4/25/2022	415263	HS: soft drinks, tea, candy and chips for staff appreciation	149.78
5200	Employee Health and Welfare	4/26/2022	582116590187226	HS: peanuts for staff appreciation incentive	3.96
5200	Employee Health and Welfare	4/28/2022	648196-018850	HS : cello wrap, bows, plank,tray,corn holder, fishing net	13.75
5308	Head Start T & T A	2/7/2022	020722 rv ehs	HS RV: EHS CDA renewal fee	125.00
5308	Head Start T & T A	3/3/2022	108476	HS: EDUDI for Teach stone Training. CM CC	125.00
5308	Head Start T & T A	3/3/2022	7003630	HS/EHS RV-BS-Day: lunches for staff during training	47.64
5308	Head Start T & T A	4/14/2022	546372	HS Crkt: CDA renewal fee E Tijerina	125.00
5308	Head Start T & T A	4/15/2022	0012420552794	HS/EHS: Airline tickets to Baltimore MD for M.M.	895.20
5308	Head Start T & T A	4/15/2022	0012420552795	HS/EHS: Airline tickets to Baltimore MD for S.W.	895.20
5308	Head Start T & T A	4/15/2022	0012420552796	HS/EHS: Airline tickets to Baltimore MD for C.M.	895.20
5308	Head Start T & T A	4/15/2022	0012420552797	HS/EHS: Airline tickets to Baltimore MD for O.B.	895.20
5308	Head Start T & T A	4/15/2022	0012420552798	HS/EHS: Airline tickets to Baltimore MD for M.H.	895.20
5308	Head Start T & T A	4/15/2022	0012420552799	HS/EHS: Airline tickets to Baltimore MD for C.R.	895.20
5308	Head Start T & T A	4/15/2022	0012420552800	EHSED: Airline ticket to Baltimore,MD for S.H.	895.20
5308	Head Start T & T A	4/19/2022	547164	HS Day: CDA intial application fee K Morales	425.00
5309	Travel-In Region	4/1/2022	611095	HS Christoval/Eldorado: fuel for rental car	14.04
5309	Travel-In Region	4/28/2022	68T9QY	All Rural HS/EHS: car rental	297.00
5510	Supplies	3/23/2022	5864097-3821842	HS/EHS Menard: Black/Tri-color Ink cartridges	97.78
5510	Supplies	3/24/2022	7889696-6646608	HS OZ: :8oz bowls	34.91

**CVCOG**

Vendor Activity - Head Start First Financial Credit Card  
829 - HHS-ACF Grant 829, Head Start FY 21-22 06CH010970  
From 4/1/2022 Through 4/30/2022

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>	
5518	HS Diapers and Wipes	4/26/2022	016282	HS/EHS Day,BS,RV: cups,plates,spoons,diapers,pull ups	328.72	
5753	Dues and fees	2/25/2022	66478373	HS/EHS all ctrs: web hosting for cvcogheadstart.org	288.09	
5796	Safety	3/7/2022	405CW0002250657	HS/EHS Univ Sub- TG county: background check for Maria .J.	3.32	
					<u>8,345.39</u>	Transaction Total
				Total 829 - HHS ACF Grant 829, Head Start FY 21-22 06CH010970	8,345.39	

**CVCOG**

Vendor Activity - Head Start First Financial Credit Card  
H02 - Grant H02, CACFP Head Start Nutrition FY 21-22 Q2022  
From 4/1/2022 Through 4/30/2022

Line Item Code	Line Item Title	Document Date	Document Number	Document Description	Expenses
5295	HS Nutrition Service	4/11/2022	302101537719894	HS: Blackshear for (4) Plain Soymilk. MM CC	11.12
5295	HS Nutrition Service	4/19/2022	302109565318173	EHS: Rio Vista for formula and baby food	87.96
5295	HS Nutrition Service	4/19/2022	382109598939917	EHS: Rio Vista for Similac Advance Formula Ofie CC	87.70
5295	HS Nutrition Service	4/19/2022	5756514-7421804	EHS RV: Similac baby formula	86.76
5295	HS Nutrition Service	4/19/2022	5756514-7421804.1	EHS RV: Similac baby formula and Gerber baby food	431.73
5295	HS Nutrition Service	4/19/2022	750-257-849	EHS: Rio Vista for Gerber baby Foods. Ofie CC	32.22
5295	HS Nutrition Service	4/26/2022	302116585413269	HS/EHS Day: cups and soymilk	11.12
5513	HS Food Serv Sup	3/3/2022	2940566-3129819	HS/EHS RV: souffle cups with lids	15.94
5513	HS Food Serv Sup	3/7/2022	139591	HS/EHS: Day credit for Kitchen Supplies. MH CC	0.00
5513	HS Food Serv Sup	4/26/2022	016282	HS/EHS Day,BS,RV: cups,plates,spoons,diapers,pull ups	332.48
5513	HS Food Serv Sup	4/26/2022	302116585413269	HS/EHS Day: cups and soymilk	30.06
5513	HS Food Serv Sup	4/26/2022	415283	HS BS: plates and bowls	293.78
Total H02 - Grant H02, CACFP Head Start Nutrition FY 21-22 Q2022					1,420.87
Report Opening/Current Balance					
Report Transaction Totals					9,766.26
Report Current Balances					

**CVCOG**

Vendor Activity - Head Start Sysco  
829 - HHS-ACF Grant 829, Head Start FY 21-22 06CH010970  
From 4/1/2022 Through 4/30/2022

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>	
5295	HS Nutrition Service	4/20/2022	278304139	HS: Blackshear Food for Children & Kitchen Supplies	1,487.83	
5513	HS Food Serv Sup	4/20/2022	278304139	HS: Blackshear Food for Children & Kitchen Supplies	61.32	
					<u>1,549.15</u>	Transaction Total
				Total 829 - HHS-ACF Grant 829, Head Start FY 21-22 06CH010970	1,549.15	

**CVCOG**  
Vendor Activity - Head Start Sysco  
H02 - Grant H02, CACFP Head Start Nutrition FY 21-22 Q2022  
From 4/1/2022 Through 4/30/2022

Line Item Code	Line Item Title	Document Date	Document Number	Document Description	Expenses
5295	HS Nutrition Service	2/24/2022	278263266	HS: Eldorado Food for Children & Kitchen Supplies.	294.38
5295	HS Nutrition Service	3/2/2022	278268899	HS/EHS: Menard Food for Children & Kitchen Supplies.	1,558.86
5295	HS Nutrition Service	3/3/2022	278269742	HS/EHS: Rio Vista Food for Children & Kitchen Supplies.	1,242.91
5295	HS Nutrition Service	3/9/2022	278273547	HS/EHS: Rio Vista Food for Children & Kitchen Supplies.	1,229.76
5295	HS Nutrition Service	3/10/2022	278274298	HS/EHS: Day food for children.	1,101.97
5295	HS Nutrition Service	3/22/2022	278281659	HS: Blackshear Food for Children.	2,193.06
5295	HS Nutrition Service	3/23/2022	278282265	HS/EHS: Rio Vista Food for Children and Kitchen Supplies	1,393.79
5295	HS Nutrition Service	3/23/2022	278282622	HS/EHS: Menard Food for Children and Kitchen Supplies.	281.45
5295	HS Nutrition Service	3/24/2022	278283036	HS/EHS: Day Food for Children and Kitchen supplies.	3,396.16
5295	HS Nutrition Service	3/30/2022	278287446	HS/EHS: Rio Vista Food for Children and Kitchen Supplies	1,868.67
5295	HS Nutrition Service	3/30/2022	278287449	HS: Blackshear Food for Children & Kitchen Supplies.	2,046.34
5295	HS Nutrition Service	3/31/2022	278288159	HS: Eldorado Food for Children & Kitchen Supplies.	251.94
5295	HS Nutrition Service	3/31/2022	278288198	HS/EHS: DAY Food for Children.	2,137.92
5295	HS Nutrition Service	4/2/2022	17810930P	HS/EHS: Day credit for Alfredo sauce on Invoice# 278283036	(59.46)
5295	HS Nutrition Service	4/6/2022	278293899	HS/EHS: Rio Vista Food for Children & Kitchen Supplies.	2,515.02
5295	HS Nutrition Service	4/6/2022	278293903	HS: Blackshear Food for Children & Kitchen Supplies.	1,813.03
5295	HS Nutrition Service	4/6/2022	278293957	HS: Eden Food for Children.	415.28
5295	HS Nutrition Service	4/6/2022	278293959	HS/EHS: Menard Food for Children.	945.43
5295	HS Nutrition Service	4/7/2022	278294575	HS: Eldorado Food for Children.	180.21
5295	HS Nutrition Service	4/7/2022	278294607	HS/EHS: Day Food for Children and Kitchen Supplies.	3,576.42

**CVCOG**

Vendor Activity - Head Start Sysco

H02 - Grant H02, CACFP Head Start Nutrition FY 21-22 Q2022

From 4/1/2022 Through 4/30/2022

Line Item Code	Line Item Title	Document Date	Document Number	Document Description	Expenses
5295	HS Nutrition Service	4/13/2022	278298637	HS/EHS: Rio Vista Food for Children and Kitchen Supplies	2,106.54
5295	HS Nutrition Service	4/13/2022	278298640	HS: Blackshear Food for Children and Kitchen Supplies	1,636.26
5295	HS Nutrition Service	4/13/2022	278298641	HS: Blackshear Food for children	42.19
5295	HS Nutrition Service	4/14/2022	278299196	HS: Eldorado Drop-Ship for Keebler Animal Cracker Cookies.	20.40
5295	HS Nutrition Service	4/14/2022	278299414	HS: Eldorado Food for Children.	250.40
5295	HS Nutrition Service	4/14/2022	278299445	HS/EHS: Day Food for children and Kitchen supplies	2,529.14
5295	HS Nutrition Service	4/16/2022	278301506	HS/EHS: Rio Vista Drop-ship for Cereal KIX Bulkpak.	69.17
5295	HS Nutrition Service	4/20/2022	278304134	HS/EHS: Rio Vista Food for Children and Kitchen Supplies	1,815.76
5295	HS Nutrition Service	4/20/2022	278304626	HS: Blackshear Drop-ship for spice onion chopped dried.	21.71
5295	HS Nutrition Service	4/21/2022	278304940	HS/EHS: Day Food for Children and Kitchen Supplies	3,432.21
5295	HS Nutrition Service	4/23/2022	278307102	HS/EHS: Day Drop-ship for (2) Cereal KIX Bulk Pak	138.34
5295	HS Nutrition Service	4/23/2022	278307103	HS/EHS: Day Drop-Ship for Cracker Cheezits Orig.	88.92
5295	HS Nutrition Service	4/27/2022	278309007	HS/EHS: Rio Vista Food for Children & Kitchen Supplies	2,194.59
5295	HS Nutrition Service	4/28/2022	278309853	HS/EHS: Day Food for Children & Kitchen Supplies	2,903.42
5295	HS Nutrition Service	4/29/2022	278310447	HS: Rio Vista Drop-ship for (2) Cheezits Orig.	88.92
5295	HS Nutrition Service	5/3/2022	278315443	HS/EHS: Day Drop-ship for (3) Sunshin cheezits	133.38
5295	HS Nutrition Service	5/4/2022	278315719	HS/EHS: Rio Vista Food for children and kitchen supplies	1,552.41
5295	HS Nutrition Service	5/4/2022	278315723	HS: Blackshear Food for Children	1,149.72
5295	HS Nutrition Service	5/4/2022	278315724	HS: Blackshear Food for Children	56.07



**CVCOG**

Vendor Activity - Head Start Sysco  
H02 - Grant H02, CACFP Head Start Nutrition FY 21-22 Q2022  
From 4/1/2022 Through 4/30/2022

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5295	HS Nutrition Service	5/5/2022	278316441	HS: Eldorado Food for children and Kitchen supplies	238.33
5295	HS Nutrition Service	5/5/2022	278316473	HS/EHS: Day Food for Children and Kitchen Supplies	2,708.30
5295	HS Nutrition Service	5/5/2022	278317140	HS/EHS: Rio Vista Drop-ship for (2) Cereal Kix Bulkpak	138.34
5513	HS Food Serv Sup	2/24/2022	278263266	HS: Eldorado Food for Children & Kitchen Supplies.	36.50
5513	HS Food Serv Sup	3/2/2022	278268899	HS/EHS: Menard Food for Children & Kitchen Supplies.	149.66
5513	HS Food Serv Sup	3/3/2022	278269742	HS/EHS: Rio Vista Food for Children & Kitchen Supplies.	391.91
5513	HS Food Serv Sup	3/9/2022	278273547	HS/EHS: Rio Vista Food for Children & Kitchen Supplies.	196.50
5513	HS Food Serv Sup	3/23/2022	278282265	HS/EHS: Rio Vista Food for Children and Kitchen Supplies	85.50
5513	HS Food Serv Sup	3/23/2022	278282622	HS/EHS: Menard Food for Children and Kitchen Supplies.	40.25
5513	HS Food Serv Sup	3/24/2022	278283036	HS/EHS: Day Food for Children and Kitchen supplies.	322.43
5513	HS Food Serv Sup	3/30/2022	278287446	HS/EHS: Rio Vista Food for Children and Kitchen Supplies	221.20
5513	HS Food Serv Sup	3/30/2022	278287449	HS: Blackshear Food for Children & Kitchen Supplies.	181.03
5513	HS Food Serv Sup	3/31/2022	278288159	HS: Eldorado Food for Children & Kitchen Supplies.	24.10
5513	HS Food Serv Sup	4/6/2022	278293899	HS/EHS: Rio Vista Food for Children & Kitchen Supplies.	280.29
5513	HS Food Serv Sup	4/6/2022	278293903	HS: Blackshear Food for Children & Kitchen Supplies.	193.75
5513	HS Food Serv Sup	4/7/2022	278294607	HS/EHS: Day Food for Children and Kitchen Supplies.	287.35
5513	HS Food Serv Sup	4/13/2022	278298637	HS/EHS: Rio Vista Food for Children and Kitchen Supplies	322.97

**CVCOG**  
 Vendor Activity - Head Start Sysco  
 H02 - Grant H02, CACFP Head Start Nutrition FY 21-22 Q2022  
 From 4/1/2022 Through 4/30/2022

Line Item Code	Line Item Title	Document Date	Document Number	Document Description	Expenses
5513	HS Food Serv Sup	4/13/2022	278298640	HS: Blackshear Food for Children and Kitchen Supplies	239.60
5513	HS Food Serv Sup	4/14/2022	278299445	HS/EHS: Day Food for children and Kitchen supplies	437.10
5513	HS Food Serv Sup	4/20/2022	278304134	HS/EHS: Rio Vista Food for Children and Kitchen Supplies	168.10
5513	HS Food Serv Sup	4/21/2022	278304940	HS/EHS: Day Food for Children and Kitchen Supplies	199.95
5513	HS Food Serv Sup	4/27/2022	278309007	HS/EHS: Rio Vista Food for Children & Kitchen Supplies	823.20
5513	HS Food Serv Sup	4/28/2022	278309853	HS/EHS: Day Food for Children & Kitchen Supplies	592.75
5513	HS Food Serv Sup	5/4/2022	278315719	HS/EHS: Rio Vista Food for children and kitchen supplies	176.76
5513	HS Food Serv Sup	5/5/2022	278316441	HS: Eldorado Food for children and Kitchen supplies	36.50
5513	HS Food Serv Sup	5/5/2022	278316473	HS/EHS: Day Food for Children and Kitchen Supplies	579.38
Total H02 - Grant H02, CACFP Head Start Nutrition FY 21-22 Q2022					57,684.44
Report Opening/Current Balance					
Report Transaction Totals					59,233.59
Report Current Balances					

**CVCOG**

**Vendor Activity - Head Start West Texas Fire Extinguisher  
829 - HHS-ACF Grant 829, Head Start FY 21-22 06CH010970  
From 4/1/2022 Through 4/30/2022**

Line Item Code	Line Item Title	Document Date	Document Number	Document Description	Expenses
5453	HS Site Center Bldg Maint	4/19/2022	255696	HS/EHS: Menard for Vent & Hood Semi-Annual Inspection	160.00
5510	Supplies	1/25/2022	250776	HS: Blackshear for supplies	42.25
5510	Supplies	1/26/2022	250797	HS: Blackshear for Supplies	47.11
5510	Supplies	2/8/2022	250872	HS: Eden for supplies	163.49
5510	Supplies	2/8/2022	251454	HS/EHS: Rio Vista credit for spartan foamy pearlux	(1.80)
5510	Supplies	2/18/2022	252203	HS: Day for supplies	39.23
5510	Supplies	2/18/2022	252205	HS: Blackshear for supplies	58.29
5510	Supplies	2/22/2022	251469	HS/EHS: Menard for supplies	150.78
5510	Supplies	2/22/2022	252244A	HS/EHS: Rio Vista for Supplies	120.81
5510	Supplies	2/22/2022	252386	HS/EHS: Rio Vista credit for 41-quart black trash can	(16.81)
5510	Supplies	2/23/2022	251209-01	HS/EHS: Rio Vista for supplies	39.23
5510	Supplies	3/1/2022	252244-01	HS/EHS: Rio Vista for supplies	6.15
5510	Supplies	3/7/2022	253055	HS: Blackshear for supplies	90.32
5510	Supplies	3/8/2022	250066-02	HS: Blackshear for supplies	19.62
5510	Supplies	3/8/2022	251209-02	HS/EHS: Rio Vista for general supplies	76.84
5510	Supplies	3/15/2022	251209-03	HS/EHS: Rio Vista for supplies	43.47
5510	Supplies	3/15/2022	252244-03	HS/EHS: Rio Vista for supplies	25.61
5510	Supplies	3/28/2022	254229	HS/EHS: Day for supplies	100.29
5510	Supplies	3/28/2022	254232	HS/EHS: Day for supplies	109.06
5510	Supplies	3/28/2022	254296	HS/EHS: Rio Vista credit for (2) medium microfiber mop heads	(9.23)
5510	Supplies	4/26/2022	256061	HS: Blackshear for supplies	34.21
5510	Supplies	5/3/2022	255981	HS: Eden for supplies	89.12
5510	Supplies	5/3/2022	256392	HS: Blackshear for supplies	65.42
5512	HS Class Room Supplies	1/25/2022	250776	HS: Blackshear for supplies	42.25
5512	HS Class Room Supplies	1/26/2022	250797	HS: Blackshear for Supplies	47.11
5512	HS Class Room Supplies	2/8/2022	250872	HS: Eden for supplies	163.48
5512	HS Class Room Supplies	2/8/2022	251522	HS: Blackshear for supplies	341.85

**CVCOG**  
Vendor Activity - Head Start West Texas Fire Extinguisher  
829 - HHS-ACF Grant 829, Head Start FY 21-22 06CH010970  
From 4/1/2022 Through 4/30/2022

Line Item Code	Line Item Title	Document Date	Document Number	Document Description	Expenses
5512	HS Class Room Supplies	2/18/2022	252203	HS: Day for supplies	39.23
5512	HS Class Room Supplies	2/18/2022	252205	HS: Blackshear for supplies	58.29
5512	HS Class Room Supplies	2/22/2022	251469	HS/EHS: Menard for supplies	150.78
5512	HS Class Room Supplies	2/22/2022	252244A	HS/EHS: Rio Vista for Supplies	120.81
5512	HS Class Room Supplies	2/23/2022	251209-01	HS/EHS: Rio Vista for supplies	39.23
5512	HS Class Room Supplies	2/23/2022	252203 01	HS/EHS: Day for Supplies	23.51
5512	HS Class Room Supplies	3/1/2022	252244-01	HS/EHS: Rio Vista for supplies	6.15
5512	HS Class Room Supplies	3/7/2022	253055	HS: Blackshear for supplies	62.24
5512	HS Class Room Supplies	3/8/2022	250066-02	HS: Blackshear for supplies	19.61
5512	HS Class Room Supplies	3/15/2022	251209-03	HS/EHS: Rio Vista for supplies	43.47
5512	HS Class Room Supplies	3/15/2022	252203-03	HS: Day for supplies	117.70
5512	HS Class Room Supplies	3/15/2022	252244-03	HS/EHS: Rio Vista for supplies	25.61
5512	HS Class Room Supplies	3/28/2022	254229	HS/EHS: Day for supplies	100.29
5512	HS Class Room Supplies	3/28/2022	254232	HS/EHS: Day for supplies	109.06
5512	HS Class Room Supplies	3/28/2022	254296	HS/EHS: Rio Vista credit for (2) medium microfiber mop heads	(9.23)
5512	HS Class Room Supplies	4/26/2022	256061	HS: Blackshear for supplies	34.20
5512	HS Class Room Supplies	5/3/2022	255981	HS: Eden for supplies	205.48

**CVCOG**

Vendor Activity - Head Start West Texas Fire Extinguisher  
829 - HHS-ACF Grant 829, Head Start FY 21-22 06CH010970  
From 4/1/2022 Through 4/30/2022

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>	
5512	HS Class Room Supplies	5/3/2022	256392	HS: Blackshear for supplies	31.57	
					<u>3,226.18</u>	Transaction Total
				Total 829 - HHS-ACF Grant 829, Head Start FY 21-22 06CH010970	3,226.18	

**CVCOG**

Vendor Activity - Head Start West Texas Fire Extinguisher  
H02 - Grant H02, CACFP Head Start Nutrition FY 21-22 Q2022  
From 4/1/2022 Through 4/30/2022

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5295	HS Nutrition Service	4/18/2022	652435791	HS: Blackshear for milk	0.00
5513	HS Food Serv Sup	1/25/2022	250776	HS: Blackshear for supplies	42.26
5513	HS Food Serv Sup	2/8/2022	250872	HS: Eden for supplies	163.49
5513	HS Food Serv Sup	2/18/2022	252203	HS: Day for supplies	39.24
5513	HS Food Serv Sup	2/18/2022	252205	HS: Blackshear for supplies	58.29
5513	HS Food Serv Sup	2/22/2022	251469	HS/EHS: Menard for supplies	150.79
5513	HS Food Serv Sup	2/22/2022	252244A	HS/EHS: Rio Vista for Supplies	120.81
5513	HS Food Serv Sup	2/23/2022	251209-01	HS/EHS: Rio Vista for supplies	39.24
5513	HS Food Serv Sup	3/1/2022	252244-01	HS/EHS: Rio Vista for supplies	6.16
5513	HS Food Serv Sup	3/7/2022	253055	HS: Blackshear for supplies	90.40
5513	HS Food Serv Sup	3/8/2022	250066-02	HS: Blackshear for supplies	19.62
5513	HS Food Serv Sup	3/8/2022	252244-02	HS/EHS: Rio Vista for kitchen supplies	153.68
5513	HS Food Serv Sup	3/15/2022	251209-03	HS/EHS: Rio Vista for supplies	9.66
5513	HS Food Serv Sup	3/15/2022	252244-03	HS/EHS: Rio Vista for supplies	25.62
5513	HS Food Serv Sup	3/28/2022	254229	HS/EHS: Day for supplies	100.30
5513	HS Food Serv Sup	3/28/2022	254231	HS/EHS: Day for Kitchen Supplies	193.10
5513	HS Food Serv Sup	3/28/2022	254232	HS/EHS: Day for supplies	109.06
5513	HS Food Serv Sup	3/29/2022	254363	HS: Blackshear for Kitchen Supplies	67.30
5513	HS Food Serv Sup	4/26/2022	256061	HS: Blackshear for supplies	34.20
5513	HS Food Serv Sup	5/3/2022	255981	HS: Eden for supplies	52.99
5513	HS Food Serv Sup	5/3/2022	256392	HS: Blackshear for supplies	23.12
				Total H02 - Grant H02, CACFP Head Start Nutrition FY 21-22 Q2022	1,499.33
	Report Opening/Current Balance				
	Report Transaction Totals				4,725.51

**CVCOG**

Vendor Activity - Head Start West Texas Fire Extinguisher  
H02 - Grant H02, CACFP Head Start Nutrition FY 21-22 Q2022  
From 4/1/2022 Through 4/30/2022

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
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Report Current Balances

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**CONCHO VALLEY**  
COUNCIL OF GOVERNMENTS

5430 Link Road • San Angelo, TX 76904

## Memo

To: Executive Committee

From: Nancy Ianuario, Director of Finance

Date: 6/8/2022

Re: Approval

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Agenda Item 9:

**REVIEW & APPROVAL** of the CVCOG Requisition Request to upgrade the current MIP Accounting System not to exceed \$42,000.

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Chairman, Judge Hal Spain

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Vice-Chairman, Judge Jim O'Bryan

Approved the Executive Committee Meeting on this 8<sup>th</sup> day of June 2022



**CVCOG REQUISITION REQUEST FORM**

VENDOR: Abilia MIP  
DATE: 5/16/2022  
DESCRIPTION: Upgrade to current MIP Accounting System. Move system to cloud for access and security.  
Make adjustments to PO Module to allow for elimination of TRS Work Order Module.  
Purchase Security module to allow for maintenance of access and to eliminated JV and CR TRS Modules.  
Increase Line Item codes with 3 additional digits, due to running out of revenue line item codes.

AMOUNT: \$ 42,000.00  
CODE: 099-911-5291-Region

Requested by:

Date

D. Lamasio  
Director of Finance

5-16-2022

Proprietary Purchase/Sole Source  
Upgrade to current accounting system



MIP FA by Community Brands

QUOTE DETAILS	PREPARED BY
Quote Number: Q-64603	MIP FA by Community Brands 9620 Executive Center Drive N. #200 St. Petersburg, Florida 33702
Quote Date: 05/13/2022 Quote Expires on: 08/11/2022	Representative: Patrick Callahan
Commencement Date: 02/10/2022 Contract Term: 12 Payment Terms:	

BILLING INFORMATION	PRIMARY CONTACT
Concho Valley Council of Governments 2801 Loop 306 Ste A San Angelo, TX 76904-6567	Dallas Gray 7133826042 dallas.gray@cvcog.org

**ORDER SUMMARY**

LICENSED SOFTWARE and SAAS		
The following table provides a description of the licensed software/SaaS products to the licensee, in addition to the corresponding fees.		
Product Name	Qty	List Price
Microix Requisitions - Perpetual License	1	\$2,695.00
Microix Web Companion - Premise	1	\$1,000.00
Microix Requisition Users - Perpetual License	2	\$500.00
Advanced Security Perpetual	1	\$0.00
<b>Year-1 Maintenance &amp; Support:</b>		\$798.75
<b>Software Subtotal:</b>		\$4,195.00

TOTALS	
Total	\$4,993.75

*Security Module + PO Module*



MIP FA by Community Brands

QUOTE DETAILS	PREPARED BY
Quote Number: Q-68486	MIP FA by Community Brands 9620 Executive Center Drive N. #200 St. Petersburg, Florida 33702
Quote Date: 04/08/2022 Quote Expires on: 07/07/2022	Representative: Patrick Callahan
Commencement Date: 04/08/2022 Contract Term: 12 Payment Terms:	

BILLING INFORMATION	PRIMARY CONTACT
Concho Valley Council of Governments 2801 Loop 306 Ste A San Angelo, TX 76904-6567	Dallas Gray 7133826042 dallas.gray@cvcog.org

**ORDER SUMMARY**

LICENSED SOFTWARE and SAAS		
<i>The following table provides a description of the licensed software/SaaS products to the licensee, in addition to the corresponding fees.</i>		
Product Name	Qty	List Price
Advanced Security Perpetual	1	\$1,795.00
<b>Year-1 Maintenance &amp; Support:</b>		\$177.86
<b>Software Subtotal:</b>		\$1,795.00

TOTALS	
Total	\$1,972.86

*Actual Software*



MIP Cloud by Community Brands

QUOTE DETAILS	PREPARED BY
Quote Number: Q-64611	MIP Cloud by Community Brands 9620 Executive Center Drive N. #200 St. Petersburg, Florida 33702
Quote Date: 02/10/2022 Quote Expires on: 05/11/2022	Representative: Patrick Callahan
Commencement Date: 03/31/2022 Contract Term: 12 Payment Terms: Net 30	

BILLING INFORMATION	PRIMARY CONTACT
Concho Valley Council of Governments 2801 Loop 306 Ste A San Angelo, TX 76904-6567	Dallas Gray 7133826042 dallas.gray@cvcog.org

**ORDER SUMMARY**

LICENSED SOFTWARE and SAAS		
The following table provides a description of the licensed software/SaaS products to the licensee, in addition to the corresponding fees.		
Product Name	Qty	List Price
MIP Cloud Conversion	1	\$8,995.02
Executive View Users Cloud	30	\$7,200.00
MIP Cloud Conversion - User - Subscription	3	\$1,800.00
<b>Software Subtotal:</b>		<b>\$17,995.02</b>

ADDITIONAL PRODUCTS		
The following table provides a description of the additional products, in addition to the corresponding fees.		
Product Name	Qty	List Price
Microix Hosting	1	\$300.00
<b>Additional Products Subtotal:</b>		<b>\$300.00</b>

**PROFESSIONAL SERVICES**

Professional Services: During the term of certain applicable Licensed Software/SaaS, Licensor may also perform certain implementation, consulting and or training service (the "Professional Services") as specified in a written statement of work ("SOW"), which shall be subject to the terms and conditions of the this Order Form, Any Licensee request resulting in modifications, changes and or additions to the Professional Services described in a relevant SOW may incur additional fees and will require a mutually agreed written change order signed by both parties.



MIP Cloud by Community Brands

<b>SERVICES</b>	
The following table provides a description of the services products, in addition to the corresponding fees.	
Product Name	List Price
Microix Cloud Provisioning	\$275.00
MIP Cloud Database Setup on Hosting	\$300.00
MIP Cloud Organization Setup on Hosting	\$495.00
MIP Cloud User Setup on Hosting	\$4,275.00
<b>Services Discount:</b>	\$2,275.20
<b>Services Subtotal:</b>	\$3,069.80

<b>TOTALS</b>	
Total	\$21,364.82

## Services Order Form

<b>Customer:</b> Concho Valley Council of Governments  <b>Address:</b> 2801 Loop 306 Ste A San Angelo, TX 76904-6567  <b>Customer contact:</b> Dallas Gray <b>Phone:</b> 325) 944-9666 <b>Fax:</b>  <b>Email:</b> <a href="mailto:dallas.gray@cvcog.org">dallas.gray@cvcog.org</a>	<b>Date:</b> 2/10/2022 <b>Account number:</b> 21373  <b>Payment Terms:</b> Due Upon Receipt <b>Method of Payment:</b> <b>Product:</b> MIP Fund Accounting <b>Abila contact:</b> Patrick Callahan <b>Phone:</b> 512 861-3176 <b>Fax:</b> 866.304.7307  <b>Email:</b> <a href="mailto:Patrick.callahan@communitybrands.com">Patrick.callahan@communitybrands.com</a>
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**Order Form Statement of Work:**  
**Microix Requisitions implementation and training**  
**Up to 24 hours**

**Estimated start date of service:** First available

### COST SUMMARY

Service Description	Service Type	Fees:
<b>Total</b>	<b>Fixed Fee</b>	<b>\$5940.00</b>

**Estimated and Authorized.** Costs exceeding the estimates authorized in the above Cost Summary will be submitted by Abila for approval by Customer prior to being incurred by Abila.

Option to pay 50% of Total amount in Cost Summary if over \$3,000. 50% due net 30, remainder due upon completion or net 30 Days, whichever occurs first, from the date of this Order Form.

This Client Services Order Form ("Order Form") is entered into 2/10/2022("Effective Date") by and between Community Brands, at 10800 Pecan Park Blvd, Suite 400, Austin, TX 78750 ("Licensor", "Community Brands", or "we") and Concho Valley Council of Governments a with offices located at [see above] ("Licensee" or "you"). This Order Form is subject to Licensor's terms and conditions (the "Terms and Conditions"), a copy of which is available on Licensor's website at [communitybrands.com/cb-msa-mip](http://communitybrands.com/cb-msa-mip) and supersedes all prior, conflicting agreements or representations, written or oral between the parties for the Services listed below. Capitalized terms in this Order Form will have the meanings given in the Terms and Conditions.

THIS ORDER FORM GOVERNS ALL SERVICES DISTRIBUTED BY OR ON BEHALF OF COMMUNITY BRANDS TO YOU. BY DOWNLOADING, INSTALLING, OR USING THE SERVICES, YOU AGREE TO BE BOUND BY THE TERMS OF THIS ORDER FORM. IF YOU DO NOT AGREE TO THE TERMS OF THIS ORDER FORM, YOU MUST NOT DOWNLOAD, INSTALL, OR USE THE SERVICES, AND YOU MUST DELETE OR RETURN THE UNUSED SERVICES.

IN WITNESS WHEREOF, the parties hereto, each by a duly authorized officer, have entered into this Order Form as of the Effective Date.

**Customer / Licensee**

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Community Brands / Licensor**

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## Services Order Form

<b>Customer:</b> Concho Valley Council of Governments	<b>Date:</b> 4/8/2022	<b>Account number:</b> 21373
<b>Address:</b> 2801 Loop 306 Ste A San Angelo, TX 76904-6567	<b>Payment Terms:</b> Due Upon Receipt	<b>Method of Payment:</b>
<b>Customer contact:</b> Dallas Gray	<b>Product:</b> MIP Fund Accounting	<b>Abila contact:</b> Patrick Callahan
<b>Phone:</b> 325) 944-9666	<b>Phone:</b> 512 861-3176	<b>Fax:</b> 866.304.7307
<b>Fax:</b>		
<b>Email:</b> <a href="mailto:dallas.gray@cvcoq.org">dallas.gray@cvcoq.org</a>	<b>Email:</b> <a href="mailto:Patrick.callahan@communitybrands.com">Patrick.callahan@communitybrands.com</a>	

**Order Form Statement of Work:**

Change Line Item segment length

Pad with zeros

3 databases

Estimated start date of service: First available

### COST SUMMARY

Service Description	Service Type	Fees:
Total	Fixed Fee	\$7470.00

Estimated and Authorized. Costs exceeding the estimates authorized in the above Cost Summary will be submitted by Abila for approval by Customer prior to being incurred by Abila.

Option to pay 50% of Total amount in Cost Summary if over \$3,000. 50% due net 30, remainder due upon completion or net 30 Days, whichever occurs first, from the date of this Order Form.

This Client Services Order Form ("Order Form") is entered into 4/8/2022 ("Effective Date") by and between Community Brands, at 10800 Pecan Park Blvd, Suite 400, Austin, TX 78750 ("Licensor", "Community Brands", or "we") and Concho Valley Council of Governments a with offices located at [see above] ("Licensee" or "you"). This Order Form is subject to Licensor's terms and conditions (the "Terms and Conditions"), a copy of which is available on Licensor's website at [communitybrands.com/cb-msa-mip](http://communitybrands.com/cb-msa-mip) and supersedes all prior, conflicting agreements or representations, written or oral between the parties for the Services listed below. Capitalized terms in this Order Form will have the meanings given in the Terms and Conditions.

THIS ORDER FORM GOVERNS ALL SERVICES DISTRIBUTED BY OR ON BEHALF OF COMMUNITY BRANDS TO YOU. BY DOWNLOADING, INSTALLING, OR USING THE SERVICES, YOU AGREE TO BE BOUND BY THE TERMS OF THIS ORDER FORM. IF YOU DO NOT AGREE TO THE TERMS OF THIS ORDER FORM, YOU MUST NOT DOWNLOAD, INSTALL, OR USE THE SERVICES, AND YOU MUST DELETE OR RETURN THE UNUSED SERVICES.

IN WITNESS WHEREOF, the parties hereto, each by a duly authorized officer, have entered into this Order Form as of the Effective Date.

**Customer / Licensee**

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Community Brands / Licensor**

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**CVCOG**  
**Summary Budget Comparison - DIR-Program 099, Administration FY 21-22**  
**From 10/1/2021 Through 9/30/2022**

Account Code	Account Title	YTD Budget \$ - Original	YTD Actual	Current Period Actual	YTD Budget \$ Variance - Original	Percent Total Budget Used - Original
099	INDIRECT COSTS					
004	Revenue					
4731	Interest Income General	11.67	11.67	11.67	0.00	100.00%
4762	Prior Year Cost Pool Contribution	126,189.57	126,189.57	126,189.57	0.00	100.00%
4912	Indirect Cost Allocations	741,149.00	407,976.80	407,976.80	(333,172.20)	55.04%
Total 004	Revenue	867,350.24	534,178.04	534,178.04	(333,172.20)	61.59%
900	Admin General Mgmt					
5110	General Wages	117,907.56	74,045.95	74,045.95	43,861.61	62.80%
5150	Vacation Time Allocation	8,831.31	5,546.06	5,546.06	3,285.25	62.79%
5151	Medicare Tax	1,616.46	1,015.14	1,015.14	601.32	62.80%
5172	Worker's Comp Insurance	224.19	140.79	140.79	83.40	62.79%
5173	SUTA	8.04	8.04	8.04	0.00	100.00%
5174	Health Insurance Benefit	8,201.39	5,150.47	5,150.47	3,050.92	62.79%
5175	Dental Insurance Benefit	316.19	198.57	198.57	117.62	62.80%
5176	Life Insurance Benefit	537.52	337.56	337.56	199.96	62.79%
5177	HSA Insurance Benefit	880.99	553.26	553.26	327.73	62.79%
5181	Retirement	13,902.05	8,730.49	8,730.49	5,171.56	62.80%
Total 900	Admin General Mgmt	(152,425.70)	(95,726.33)	(95,726.33)	56,699.37	62.80%
901	Admin General Program					
5110	General Wages	36,671.37	20,125.25	20,125.25	16,546.12	54.88%
5150	Vacation Time Allocation	2,746.70	1,507.39	1,507.39	1,239.31	54.88%
5151	Medicare Tax	531.27	291.56	291.56	239.71	54.87%



**CVCOG**  
**Summary Budget Comparison - DIR-Program 099, Administration FY 21-22**  
**From 10/1/2021 Through 9/30/2022**

<u>Account Code</u>	<u>Account Title</u>	<u>YTD Budget \$ - Original</u>	<u>YTD Actual</u>	<u>Current Period Actual</u>	<u>YTD Budget \$ Variance - Original</u>	<u>Percent Total Budget Used - Original</u>
5172	Worker's Comp Insurance	69.72	38.26	38.26	31.46	54.87%
5173	SUTA	9.00	8.53	8.53	0.47	94.77%
5174	Health Insurance Benefit	11,273.13	6,188.34	6,188.34	5,084.79	54.89%
5175	Dental Insurance Benefit	397.74	218.28	218.28	179.46	54.88%
5176	Life Insurance Benefit	265.11	145.49	145.49	119.62	54.87%
5177	HSA Insurance Benefit	96.23	52.81	52.81	43.42	54.87%
5181	Retirement	<u>4,317.93</u>	<u>2,369.68</u>	<u>2,369.68</u>	<u>1,948.25</u>	<u>54.88%</u>
<b>Total 901</b>	<b>Admin General Program</b>	<b>(56,378.20)</b>	<b>(30,945.59)</b>	<b>(30,945.59)</b>	<b>25,432.61</b>	<b>54.89%</b>
910	Admin Financial					
5110	General Wages	251,420.60	139,111.02	139,111.02	112,309.58	55.33%
5150	Vacation Time Allocation	18,831.41	10,419.42	10,419.42	8,411.99	55.33%
5151	Medicare Tax	3,489.17	1,930.56	1,930.56	1,558.61	55.33%
5172	Worker's Comp Insurance	478.15	264.56	264.56	213.59	55.32%
5173	SUTA	31.12	31.12	31.12	0.00	100.00%
5174	Health Insurance Benefit	32,840.70	18,170.76	18,170.76	14,669.94	55.33%
5175	Dental Insurance Benefit	1,496.13	827.81	827.81	668.32	55.33%
5176	Life Insurance Benefit	1,811.22	1,002.15	1,002.15	809.07	55.33%
5177	HSA Insurance Benefit	2,738.91	1,515.44	1,515.44	1,223.47	55.33%
5181	Retirement	<u>29,619.83</u>	<u>16,388.65</u>	<u>16,388.65</u>	<u>13,231.18</u>	<u>55.32%</u>
<b>Total 910</b>	<b>Admin Financial</b>	<b>(342,757.24)</b>	<b>(189,661.49)</b>	<b>(189,661.49)</b>	<b>153,095.75</b>	<b>55.33%</b>
911	Admin Support					
5206	HR Service Center	7,540.32	4,398.52	4,398.52	3,141.80	58.33%

**CVCOG**  
 Summary Budget Comparison - DIR-Program 099, Administration FY 21-22  
 From 10/1/2021 Through 9/30/2022

Account Code	Account Title	YTD Budget \$ - Original	YTD Actual	Current Period Actual	YTD Budget \$ Variance - Original	Percent Total Budget Used - Original
5207	Procurement Service Center	12,338.67	7,197.56	7,197.56	5,141.11	58.33%
5208	Information Technology Service Center	18,517.30	10,801.76	10,801.76	7,715.54	58.33%
5231	Audit & Legal	34,129.44	34,129.44	34,129.44	0.00	100.00%
5291	Contract Services	59,000.00	16,021.68	16,021.68	42,978.32	27.15%
5309	Travel-In Region	150.00	0.00	0.00	150.00	0.00%
5310	Travel-Out of Region	4,357.23	1,388.51	1,388.51	2,968.72	31.86%
5451	Facility Maintenance	44,404.15	25,902.42	25,902.42	18,501.73	58.33%
5510	Supplies	63,222.55	43,222.55	43,222.55	20,000.00	68.36%
5632	Copier	(7,080.09)	(4,130.05)	(4,130.05)	(2,950.04)	58.33%
5633	Copier Lease	8,439.90	2,507.83	2,507.83	5,932.07	29.71%
5634	Copier Paper	2,306.40	1,245.00	1,245.00	1,061.40	53.98%
5711	Insurance	2,399.05	1,439.43	1,439.43	959.62	60.00%
5721	Printing	4,265.31	3,083.74	3,083.74	1,181.57	72.29%
5723	Publications	1,724.66	1,006.05	1,006.05	718.61	58.33%
5751	Training	2,244.00	1,309.00	1,309.00	935.00	58.33%
5753	Dues and fees	36,908.60	24,056.21	24,056.21	12,852.39	65.17%
5762	Postage/freight	8,962.75	5,228.27	5,228.27	3,734.48	58.33%
Total 911	Admin Support	(303,830.24)	(178,807.92)	(178,807.92)	125,022.32	58.85%
912	Executive Committee					
5309	Travel-In Region	10,358.86	6,042.67	6,042.67	4,316.19	58.33%
5310	Travel-Out of Region	1,600.00	0.00	0.00	1,600.00	0.00%
Total 912	Executive Committee	(11,958.86)	(6,042.67)	(6,042.67)	5,916.19	50.53%
Report Difference		0.00	32,994.04	32,994.04	32,994.04	100.00%

CVCOG  
Balance Sheet  
As of 4/30/2022

	<u>Current Period Balance</u>	
<b>Assets</b>		
First Financial General Bank Acct	580,814.80	1112
CNCS Petty Cash	300.00	1197
CitiBank Credit Card	141.64	1198
First Financial Credit Card	513.83	1199
Grant Receivable, CJ VAWA	2,033.60	1203
State Contract, HSGD	1,458.33	1204
Grant Receivable, 2-1-1	46,993.95	1205
Grant Receivable, 9-1-1	127,456.21	1211
Grant Receivable, AAA	184,293.00	1212
State Contract, CJ Planning	3,541.81	1214
Grant Receivable, CJ Training	24,190.29	1215
Grant Receivable, RSVP	15,542.45	1216
Grant Receivable, Juvenile Justice Services	4,861.78	1217
Grant Receivable, Foster Grandparent	31,075.76	1219
Grant Receivable, Senior Companion	16,383.48	1220
Grant Receivable, ADRC	23,496.01	1221
Grant 804 EDA CARES ACT	24,542.73	1229
Grant Receivable, Homeland Security SHSP	19,844.45	1232
Grant Receivable, CACFP Head Start	57,791.44	1243
Grant Receivable, Head Start HHS	519,623.32	1249
Economic Development District	22,677.33	1290
CV Transit District AR	400,253.79	1329
Accounts Receivable-General	158.78	1391
Prpd Worker's Comp	15,790.33	1591
Prpd Health Insurance	4,308.87	1592
Prepaid General Expenses	26,000.00	1593
Prepaid COBRA-Health Services	436.03	1594
Prepaid Life Insurance	502.91	1595
Prepaid Dental Insurance	41.16	1597
Prepaid AFLAC	370.79	1598
Prepaid MASA Insurance	54.99	1599
First Financial 911 Investment	481,498.01	1614
CVCOG Investment Account	255,833.72	1618
Leasehold Improvements	75,000.00	1730
Other Assets - Project Equipment	<u>1,169,123.23</u>	1811
<b>Total Assets</b>	<b><u>4,136,948.82</u></b>	
<b>Liabilities</b>		
AP	408,933.33	2111
AP Clearing	29,212.53	2112
AP First Financial Credit Card	13,740.28	2114
AP CitiBank Credit Card	13,476.23	2117
Payroll Payable - Administration	252,871.22	2151
Federal Withholding Tax	20,464.74	2311
Medicare Payable	8,977.18	2321
SUTA Payable	50.89	2323
Employee Benefits Payable	42,142.55	2412
Health Savings Account	4,333.99	2413

CVCOG  
Balance Sheet  
As of 4/30/2022

Current Period Balance

Liabilities cont...

Vision Insurance Payable	134.74	2419
Employer Pension Plan Payable	122,702.87	2422
Employee Contr to Pension Plan	71,740.25	2423
Deferred Income Plan Withheld	3,500.00	2431
United Way Payable	1,598.34	2441
Child Support Payable	2,086.06	2442
Accrued Annual Leave	182,270.15	2521
Unearned Revenue- 911 Program	336,977.07	2917
Unearned Revenue-VISTA	150,360.12	2918
Unearned Revenue - Regional Law Academy Tuition	2,375.00	2926
Unearned Revenue-Solid Waste	<u>85,191.36</u>	2938

Total Liabilities 1,753,138.90

Fund Balance

General Unrestricted Fund Balance	488,890.25	3000
Long Term Debt - Annual Leave	(182,270.15)	3105
Investment - Capital Assets	1,244,123.23	3110
Restricted - USDA Note Available	23,850.00	3202
Restrict - Faith in Action 501c3	35,286.51	3204
Restricted - CV Medical Reserve Corp	3,765.02	3205
Assigned - Area Agency on Aging	3,694.56	3401
Assigned - SCP Visiting Program	9,867.64	3402
Assigned - Caregiver	2,213.65	3403
Assigned - Housing Finance	93,807.76	3404
Assigned - Homeland Security	18,047.25	3405
Assigned - CJ Planning	104,750.36	3406
Assigned - CJ Law Enf Academy	187,194.33	3407
Assigned - 211 Information Referral	42,282.25	3408
Assigned - CEDAF	<u>30,774.41</u>	3409

Total Fund Balance 2,106,277.07

Excess Revenue over Expenditures FY 22-23 277,532.85

Total Liabilities and Fund Balance 4,136,948.82

**CVCOG**  
**Statement of Revenues and Expenditures - CVCOG Statement of Revenue and Expenditures**  
**From 10/1/2021 Through 4/30/2022**

Revenue	<u>Current Period Actual</u>	
CNCS Senior Companion CFDA 94.016	103,109.35	4164
CNCS Foster Grandparent CFDA 94.011	165,615.88	4165
CNCS RSVP CFDA 94.002	72,227.22	4167
Grant 804, EDA CARES ACT	104,379.55	4169
HHS-ACF Head Start ARP 06HE001000 C6	20,983.84	4170
HHS-ACF Head Start 06CH010970-03	3,711,467.89	4171
HHS-ACF Head Start CRRSA 06HE001000 C5	170,048.00	4172
AAA - Title IIIB CFDA 93.044	42,234.00	4201
CACFP Prior Year CFDA 10.558	8,833.17	4203
AAA - Title IIIC1 CFDA 93.045	40,897.00	4205
Off Gov-CJ Juvenile Justice Service CFDA 16.523	17,196.79	4206
AAA - Title IIIC-2 CFDA 93.045	62,462.00	4207
AAA - Title IIIE CFDA 93.052	19,672.00	4215
AAA - Title VII EAP CFDA 93.041	1,844.00	4216
AAA - Title VI OM CFDA 93.042	11,527.00	4218
AAA - NSIP CFDA 93.053	27,748.00	4219
CACFP Nutrition CFDA 10.558	332,243.18	4221
Off Gov-Violence Against Women Act CFDA 16.588	3,246.94	4222
211 TANF OPS FED CFDA 93.558	780.90	4231
211 Food Stamps CFDA 10.561	27,914.02	4233
211 Child Health Ins CFDA 93.767	4,400.30	4245
211 Child Care CFDA 93.575	1,361.70	4258
211 CHIPS OPS Fed CFDA 93.778	29,079.17	4265
CF - HICAP Basic CFDA 93.324	24,634.00	4267
211 COVID TANF OPS CFDA 93.558	4.87	4269
211 COVID Food Stamps CFDA 10.561	174.11	4271
ADRC Housing Navigator CFDA 93.791	20,396.22	4274
ADRC Local Contact Agency CFDA 93.791	1,294.29	4275
ARP Title III-B	117,408.00	4276
ARP Title III C1	112,391.00	4277
ARP Title III C2	74,539.00	4278
ADRC MIPPA CFDA 93.071	8,977.58	4279
CACFP COVID-19	21,779.94	4287
211 COVID Child Health Ins CFDA 93.767	27.45	4289
ARP Title III E	8,253.00	4290
ARP Title VI OM CFDA 93.042	3,249.00	4291
211 COVID CHIPS CFDA 93.778	181.36	4292
Off Gov-Homeland Security SHSP CFDA 97.067	70,789.56	4294
AAA - MIPPA CFDA 93.071	4,550.00	4297
AAA State General	55,946.00	4301
TCEQ Solid Waste State	28,208.48	4302
2-1-1 COVID SGR	385.33	4305
Off Gov - CJ Academy State	42,746.65	4307
AAA - State OMB ALF	4,037.00	4308
TxHHS-RSVP State	34,730.78	4309
Off Gov - CJ Equipment State	20,652.20	4310
Off Gov - HSGD Contract State	10,752.31	4311
TxHHS - 211 State Funds	61,777.72	4312
Off Gov, CJ Planning Services	25,815.20	4315
CSEC 911 ER Communications State	1,353,554.29	4316
ADRC State General Revenue	57,847.38	4325
ADRC State Promoting Independence	6,059.58	4331

**CVCOG**  
**Statement of Revenues and Expenditures - CVCOG Statement of Revenue and Expenditures**  
**From 10/1/2021 Through 4/30/2022**

	<u>Current Period Actual</u>	
TXHHS-SCP State	1,751.75	4336
IK Contributions	732,181.34	4411
Senior Center Program Income-Tracking Only	19,643.62	4416
Senior Center Local Revenue-Tracking Only	2,748.36	4417
CVCOG Membership Dues	15,201.27	4511
Area Agency on Aging Membership Dues	19,137.48	4512
CJ Membership Dues	61,653.00	4513
Program Income	30,007.74	4522
Local Revenue	70,724.98	4523
ARP Program Income-Tracking ONLY	29,802.54	4524
Interest Income General	122.99	4731
Credit Card Cash Rewards Redemption	3,025.00	4737
Economic Development District Pass-Thru	204,109.46	4760
Concho Valley Transit District Pass-Thru	2,352,241.41	4761
Prior Year Cost Pool Contribution	199,836.10	4762
Fringe Benefit Allocations	211,590.32	4911
Indirect Cost Allocations	408,039.42	4912
Information Technology Services	269,009.46	4913
Human Resources Allocation	188,948.45	4914
Procurement Dept Allocation	260,146.57	4915
Property Management Allocation	243,441.72	4916
<b>Total Revenue</b>	<u><b>12,473,797.18</b></u>	

**Expenditures**

General Wages	4,017,172.50	5110
General Overtime Hours	4,381.16	5118
Holiday Work Time	299.53	5119
Vacation Time Allocation	211,590.32	5150
Medicare Tax	68,234.25	5151
Worker's Comp Insurance	63,203.29	5172
SUTA	6,148.59	5173
Health Insurance Benefit	1,166,852.60	5174
Dental Insurance Benefit	43,108.48	5175
Life Insurance Benefit	34,050.89	5176
HSA Insurance Benefit	43,215.88	5177
Retirement	572,264.42	5181
Indirect Allocation	407,724.09	5199
Employee Health and Welfare	167.49	5200
Stipend - FGP Volunteers	80,293.50	5201
Stipend - SCP Volunteers	46,640.25	5202
Emergency Pay Allowance Pay 1	4,327.50	5204
Recognition	14,189.76	5205
HR Service Center	188,948.45	5206
Procurement Service Center	260,146.57	5207
Information Technology Service Center	269,009.46	5208
Driver Wages	710,496.61	5210
Emergency Pay Allowance Pay 2	2,691.00	5211
Dispatch/Customer Service Wages	73,293.49	5217
Driver Overtime Hours	45,956.35	5218
Dispatch/Customer Service Overtime Wages	1,773.09	5219
Driver Double Time	273.81	5222
Audit & Legal	34,129.44	5231
Counseling Services	11,650.00	5251

**CVCOG**  
**Statement of Revenues and Expenditures - CVCOG Statement of Revenue and Expenditures**  
**From 10/1/2021 Through 4/30/2022**

	<u>Current Period Actual</u>	
Contract Services	255,179.69	5291
HS Policy Council	273.93	5294
HS Nutrition Service	239,714.82	5295
HS Parent Service	2,150.66	5296
AAA Congregate Meals	141,466.44	5301
AAA Home Delivered Meals	145,925.95	5302
Head Start T & T A	23,570.83	5308
Travel-In Region	13,365.26	5309
Travel-Out of Region	18,743.82	5310
Meals	4,776.40	5312
Travel-Volunteer	32,008.05	5313
Fuel	946.76	5351
Vehicle Maintenance	7,820.44	5361
Bus Stop Maintenance	137.65	5365
Non-Vehicle Maintenance	166.37	5366
Rent Southland Properties	182,000.00	5411
Other Facility Rent	6,797.38	5412
HS Site Rent	11,350.00	5413
Utilities	34,472.33	5431
HS Site Center Utilities	65,836.72	5433
Facility Maintenance	373,161.71	5451
HS Site Center Bldg Maint	69,915.13	5453
Supplies	120,370.27	5510
HS Class Room Supplies	57,958.24	5512
HS Food Serv Sup	48,728.59	5513
HS Medical Supplies	67.58	5514
Supplies - Bus/Service Vehicles	1,751.12	5516
HS Diapers and Wipes	6,058.57	5518
Parts Supply	870.72	5520
Internal Project Equipment	86,665.28	5621
Internal Computer/Software	44,256.63	5622
Internal Capital Equipment	3,046.70	5623
County Project Equipment	5,159.50	5627
Tools	3,643.47	5629
Copier	15,806.73	5632
Copier Lease	2,507.83	5633
Copier Paper	1,245.00	5634
Insurance	18,377.66	5711
Communications - Bus	200.00	5712
Cell Phones	2,711.76	5713
Internet	4,961.10	5714
Printing	5,213.95	5721
Ads & Promotions	18,094.44	5722
Publications	1,674.40	5723
HS Capital Playground	31,619.64	5734
Training	5,891.12	5751
Dues and fees	53,526.53	5753
Vehicle Registration	257.69	5754
HS Site Center Communications	12,921.58	5760
Communications	19,369.83	5761
Postage/freight	6,077.36	5762
911 Language Line	1,022.95	5766
911 Equipment Maintenance	131,852.92	5767

**CVCOG**  
**Statement of Revenues and Expenditures - CVCOG Statement of Revenue and Expenditures**  
**From 10/1/2021 Through 4/30/2022**

	<u>Current Period Actual</u>	
911 PSAP Room Prep	110,307.00	5773
911 Network Reliability	3,553.95	5774
911 Network	59,416.45	5775
911 PSAP Network	361,386.19	5777
911 Geographic Information Systems	42.34	5780
911 Core Functions	174,787.73	5781
911 Mason ISD Project	4,338.80	5782
Other	2,384.72	5791
Coffee Expense	420.93	5792
Physicals	135.00	5793
General Assembly Costs	266.18	5794
Safety	4,724.82	5796
Multi-Modal Supplies	1,521.31	5810
Multi-Modal Internet	8,488.27	5814
Multi-Modal Utilities	4,071.06	5831
Multi-Modal Communications	3,578.07	5861
Shop Christoval Rd Supplies	15.96	5870
Shop Christoval Rd Utilities	231.84	5876
Shop Christoval Rd Maintenance	490.10	5880
InKind Travel	36,039.00	6310
InKind Other	<u>696,142.34</u>	6791
Total Expenditures	<u>12,196,264.33</u>	
 Excess Revenue over Expenditures	 <u><u>277,532.85</u></u>	



CVCOG  
Expenditure Journal - All Grant Exp Recap YTD  
From 10/1/2021 Through 4/30/2022

Grant Code	Grant Title	General Ledger Expenditures	Account Payable Expenditures	Total
010	CVTD Pass-thru ICB Program	18,004.52	0.00	18,004.52
018	Pass-Thru CVTD Medicaid	18,576.74	0.00	18,576.74
019	CVTD Pass-Thru Program 019, Link Road Operations	0.00	2,058.02	2,058.02
023	Pass Thru CVTD Link Road	14,159.66	7,446.74	21,606.40
025	Grant 025, VISTA CNCS Contract FY 20-22	12,060.24	0.00	12,060.24
040	Pass-Thru CV Economic Development Dist	51,188.63	2,409.60	53,598.23
044	Pass Thru CVEDD Grant 044, EDA Revolving Loan	10,856.23	0.00	10,856.23
092	Procurement	247,746.14	12,400.31	260,146.45
093	Human Resources	185,213.00	3,735.44	188,948.44
094	Information Technology	192,170.88	76,838.58	269,009.46
095	Engagement Committee Funds	0.00	3,184.10	3,184.10
096	Property Management	(6,532.56)	249,974.29	243,441.73
097	Non-Project Expenses	5,069.99	30,200.18	35,270.17
098	FRINGE BENEFITS	156,898.31	0.00	156,898.31
099	INDIRECT COSTS	378,284.66	128,300.66	506,585.32
582	USDHUD Community and Economic Development Assistance Fund	4,070.87	0.00	4,070.87
781	TCEQ Grant 781, Solid Waste FY 19-21	0.00	5,159.50	5,159.50
804	USDA Grant 804, EDA CARES ACT 2-Y 20-22 ED20AUS3070076	64,636.53	39,743.02	104,379.55
805	Grant 805, 911 CSEC State FY21 Funding 2nd Biennium	(115,113.71)	652,445.99	537,332.28
813	Pass Thru Grant 813, CVTD Urban FY 20-21	189.77	75.45	265.22
814	Pass Thru Grant 814, CVTD Rural FY 20-21	(7.79)	(14.98)	(22.77)
817	Pass-Thru Grant 817, CVTD RCTP FY 20-21	16,221.70	428.50	16,650.20
820	Grant 820, CACFP Head Start Nutrition FY 20-21 Q2021	(350.80)	366.75	15.95
825	Pass Thru CVTD Rural CARES	0.00	5,127.14	5,127.14
827	Grant 827, CNCS RSVP FY 21-22 20SRWTX024	59,105.05	13,772.17	72,877.22
829	HHS-ACF Grant 829, Head Start FY 21-22 06CH010970	4,218,035.74	381,088.09	4,599,123.83
A01	HHSC-OAAA Grant A01, Area Agency on Aging FY 21-22	409,381.01	276,144.48	685,525.49
C01	OOG State Grant C01, CJ Academy FY 21-23 1480417	91,775.56	26,561.21	118,336.77
C02	OOG Contract C02, CJD Planning FY 21-22 22-00076	21,293.90	1,440.49	22,734.39
C03	OOG State Grant C03, CJ Equipment FY 21-22 4300101	0.00	20,652.20	20,652.20
D01	Grant D01, HHSC ADRC FY 21-22 HHS000270200007	83,797.38	10,777.67	94,575.05
F01	Grant F01, CNCS Foster Grandparent 21-22 Y3 19SFWTX002	169,425.20	6,834.68	176,259.88
G01	Grant G01, RSVP HHSC State HHS000871100009 Year2	34,732.43	0.00	34,732.43
H01	Grant H01, Head Start CACFP COVID-19 EOC2021	(22.77)	5,780.99	5,758.22
H02	Grant H02, CACFP Head Start Nutrition FY 21-22 Q2022	18,811.94	281,135.38	299,947.32
I01	Pass Thru Grant I01, CVEDD TXDOT	0.00	139,655.00	139,655.00
J01	OOG Grant J01, Juvenile Justice Service FY 21-22 1484322	4,246.79	12,950.00	17,196.79
L01	CVTD Pass-Thru Link Road Facility	31,520.50	11,768.74	43,289.24
M01	Pass-thru Grant M01, Mobility Urban 5310-2021-0027	43,553.46	0.00	43,553.46
M02	Pass-Thru Grant M02, Mobility Rural 5310-2021-0027	30,772.71	0.00	30,772.71
P01	CVTD Pass-Thru, RPTCP 2022-CVTD-00021	1,048.17	0.00	1,048.17
R01	Pass-thru Grant R01, CVTD Rural FY 21-22	712,500.77	8,457.49	720,958.26
R02	Pass-thru Grant R02, CVTD Rural ARP FY 21-22	33,056.84	3,984.57	37,041.41
S01	Grant S01, CNCS Senior Companion 21-22 Y3 19SCWTX001	106,824.25	5,290.10	112,114.35
S02	Grant S02, SCP HHSC State HHS000871100039 Year2	1,751.75	0.00	1,751.75
T01	Grant T01, TIRN 211 Information & Referral FY 21-22	112,523.15	13,563.78	126,086.93
U01	Pass-thru Grant U01, CVTD Urban FY 21-22	1,355,944.29	20,899.73	1,376,844.02
U02	Grant U02, CVTD Pass-Thru	16,468.67	0.00	16,468.67
V01	OOG Grant V01, Violence Against Women Act 3973002	9,161.74	52.41	9,214.15
W01	Grant W01, TCEQ State Solid Waste FY 21-23	22,006.11	1,042.87	23,048.98
X01	OOG Grant X01, Homeland Security (HSGP) FY 21-22 29529007	69,501.34	1,338.22	70,839.56
X02	OOG State Contract X02, HSGD FY 21-22 22-00076	6,125.01	288.76	6,413.77
Z01	Grant Z01, 911 CSEC State FY 22 Funding, 1st Biennium	<u>487,716.46</u>	<u>328,505.55</u>	<u>816,222.01</u>
	Report Total	<u>9,404,400.46</u>	<u>2,791,863.87</u>	<u>12,196,264.33</u>

SCHEDULE OF REVENUE BY SOURCE  
October 1, 2021 - April 30, 2022

CVCOG Grant No	Grant Name	Federal	ARA	State	Program Income	Local Revenue	In-kind	Membership	Pass Thru	Fringe Benefit & Indirect	Total Revenue	Total Expenditures	Excess Revenue over Expenditures	Notes	
			COVID-19 CARES Act	Administered Federal					State						Sr. Centers & CVEDD & CVTD
025	VISTA Program	-	-	-	-	12,060.24	-	-	-	-	12,060.24	12,060.24	-		
033	TDHCA Housing	-	-	-	-	130.95	-	-	-	-	130.95	-	130.95	Excess funding, will use through fiscal year	
040	Economic Development District	-	-	-	-	-	-	-	53,598.23	-	53,598.23	53,598.23	-		
044	Economic Development District-CARES	-	-	-	-	-	-	-	10,856.23	-	10,856.23	10,856.23	-		
582	CEDAF FY 21-22	-	-	-	-	-	-	-	-	-	-	4,070.87	(4,070.87)	Bills annually in August 2022	
781	Solid Waste FY 19-21	-	-	-	5,159.50	-	-	-	-	-	5,159.50	5,159.50	-		
804	EDA CARES Act 20-22	-	104,379.55	-	-	-	-	-	-	-	104,379.55	104,379.55	-		
805	CSEC 9-1-1 FY 20-21	-	-	-	537,332.28	-	-	-	-	-	537,332.28	537,332.28	-		
820	CACFP FY 20-21	-	-	15.95	-	-	-	-	-	-	15.95	15.95	-		
827	RSVP FY 21-22	72,227.22	-	-	-	650.00	-	-	-	-	72,877.22	72,877.22	-		
829	Head Start FY 21-22	3,711,467.89	191,031.84	-	-	720.00	696,142.34	-	-	-	4,599,362.07	4,599,123.83	238.24	Vendor credits received late, will clear in May	
Multi	CVTD AR Expenses	-	-	-	-	-	-	-	2,352,241.41	-	2,352,241.41	2,352,241.41	-		
A01	Area Agency on Aging FY 21-22	-	312,450.00	235,568.00	63,373.00	4,000.00	16,390.00	19,137.48	52,194.52	-	703,113.00	685,525.49	17,587.51	Membership Dues to be used as Administrative Match	
C01	CJ Academy FY 21-23	-	-	-	42,746.65	30,007.74	40,927.00	54,358.00	-	-	168,039.39	118,336.77	49,702.62	Excess funding, will use through fiscal year	
C02	CJD Planning FY 21-22	-	-	-	25,815.20	-	-	-	-	-	25,815.20	22,734.39	3,080.81	Excess funding, will use through fiscal year	
C03	CJ Equipment FY 21-22	-	-	-	20,652.20	-	-	-	-	-	20,652.20	20,652.20	-		
D01	ADRC FY 21-22	-	-	30,668.09	63,906.96	-	-	-	-	-	94,575.05	94,575.05	-		
F01	Foster Grandparent FY 21-22	165,615.88	-	-	-	-	10,644.00	-	-	-	176,259.88	176,259.88	-		
G01	RSVP State FY 21-22	-	-	-	34,730.78	-	1.65	-	-	-	34,732.43	34,732.43	-		
H01	Head Start CACFP COVID-19	-	21,779.94	-	-	-	-	-	-	-	21,779.94	5,758.22	16,021.72	Emergency funds to be returned to CACFP	
H02	Head Start CACFP FY 21-22	-	-	341,060.40	-	-	-	-	-	-	341,060.40	299,947.32	41,113.08	Excess funding, will use through fiscal year	
I01	Economic Development District-TXDOT	-	-	-	-	-	-	-	139,655.00	-	139,655.00	139,655.00	-		
J01	Juvenile Justice Services FY 21-22	-	-	17,196.79	-	-	-	-	-	-	17,196.79	17,196.79	-		
S01	Senior Companion FY 21-22	103,109.35	-	-	-	-	9,005.00	-	-	-	112,114.35	112,114.35	-		
S02	SCP State HHS000871100039 Year2	-	-	-	1,751.75	-	-	-	-	-	1,751.75	1,751.75	-		
T01	211 Information & Referral FY 21-22	-	594.14	63,715.07	61,777.72	-	-	-	-	-	126,086.93	126,086.93	-		
V01	Violence Against Women FY 21-22	-	-	3,246.94	-	-	-	7,295.00	-	-	10,541.94	9,214.15	1,327.79	Excess local Match funding, will use through fiscal year	
W01	TCEQ Solid Waste FY 21-23	-	-	-	23,048.98	-	-	-	-	-	23,048.98	23,048.98	-		
X01	Homeland Security SHSP FY 21-22	-	-	70,789.56	-	-	-	-	-	-	70,789.56	70,839.56	(50.00)	Budget adjustment requested from State	
X02	HSGD FY 21-22	-	-	-	10,752.31	-	-	-	-	-	10,752.31	6,413.77	4,338.54	Excess funding, will use through fiscal year	
Z01	911 CSEC FY 22, 1st Yr Biennium	-	-	-	816,222.01	-	-	-	-	-	816,222.01	816,222.01	-		
092	Procurement Services	-	-	-	-	-	-	-	-	260,146.57	260,146.57	260,146.45	0.12	rounding	
093	Human Resources Services	-	-	-	-	-	-	-	-	188,948.45	188,948.45	188,948.44	0.01	rounding	
094	Information Technology Services	-	-	-	-	-	-	-	-	269,009.46	269,009.46	269,009.46	-		
095	Engagement Committee	-	-	-	-	315.42	-	5,770.00	-	-	6,085.42	3,184.10	2,901.32	Excess funding, will use through fiscal year	
096	Property Management	-	-	-	-	-	-	-	-	243,441.72	243,441.72	243,441.73	(0.01)	rounding	
097	Non Project Expenses	-	-	-	-	14,946.37	-	9,431.27	109.67	-	24,487.31	35,270.17	(10,782.86)	Expenses associated with CVCOG rebranding	
098	Fringe Benefit	-	-	-	-	-	-	-	-	285,236.85	285,236.85	156,898.31	128,338.54	Excess funding, will use through fiscal year	
099	Indirect	-	-	-	-	-	-	-	11.67	534,228.99	534,240.66	506,585.32	27,655.34	Excess funding, will use through fiscal year	
		<u>4,052,420.34</u>	<u>630,235.47</u>	<u>762,260.80</u>	<u>1,707,269.34</u>	<u>30,007.74</u>	<u>73,751.63</u>	<u>732,181.34</u>	<u>95,991.75</u>	<u>2,608,666.73</u>	<u>1,781,012.04</u>	<u>12,473,797.18</u>	<u>12,196,264.33</u>	<u>277,532.85</u>	
		0.57	0.09	0.11	0.24										

Total Government Grants Spent	7,152,185.95
Total Program	30,007.74
Total Local	169,743.38
Total In-Kind	732,181.34
Total Pass-Thru	2,608,666.73
Total Cost Allocation	<u>1,781,012.04</u>
	<u>12,473,797.18</u>

**Concho Valley Council of Governments Cash Flow**

FY 20-21	First Financial CVCOG General Fund (000's)			First Financial 9-1-1 Trust Account (000's)				First Financial General Investment Savings				CVCOG Balance	First Financial CVTD (000's)			First Financial CVTD-ICB (000's)			First Financial CVEDD (000's)			CVTD - CD (000's)			Total Balance
	Inflows	Outflows	Balance	Inflows	Interest	Outflows	Balance	Inflows	Interest	Outflows	Balance		Inflows	Outflows	Balance	Inflows	Outflows	Balance	Inflows	Outflows	Balance	Inflows	Outflows	Balance	
Beginning Balance:	\$ 1,125,860			\$ 254				\$ 217,955					\$ 627,043			\$ 9,391			\$ 255,421			\$ -			
October	1,831,397	(2,351,835)	605,422	497,988	11	(65,252)	433,001	34,731	7	-	252,692	1,291,116	295,515	(129,602)	792,956	4,507	(3,752)	10,146	40,434	(92,963)	202,893	-	-	-	2,297,110
November	1,223,321	(1,441,853)	386,890	-	12	(124,881)	308,132	-	9	-	252,701	947,723	341,246	(619,654)	514,549	3,888	(3,587)	10,447	60,561	(40,302)	223,152	-	-	-	1,695,871
December	1,400,883	(1,580,398)	207,375	-	9	(80,228)	227,914	-	9	-	252,710	687,999	844,674	(488,407)	870,816	5,646	(4,603)	11,491	84,060	(65,000)	242,212	-	-	-	1,812,518
January	2,094,100	(1,477,340)	824,135	-	7	(213,753)	14,167	824,135	12	-	252,722	1,091,024	930,683	(768,227)	1,033,273	5,043	(4,510)	12,024	17,567	(80,318)	179,461	-	-	-	2,315,782
February	1,369,212	(1,558,245)	635,102	265,904	12	(21,042)	259,042	-	24	-	252,746	1,146,890	279,483	(602,194)	710,562	4,784	(4,847)	11,961	3,959	(12,095)	171,325	-	-	-	2,040,737
March	1,426,261	(1,464,307)	597,056	-	57	(90,417)	168,682	3,025	63	-	255,834	1,021,572	578,397	(502,085)	786,873	6,629	(5,231)	13,359	199,768	(41,566)	329,528	-	-	-	2,151,331
April	1,722,799	(1,712,298)	607,556	313,881	97	-	482,660	-	85	-	255,919	1,346,135	278,721	(437,195)	628,399	7,273	(7,110)	13,522	156,069	(107,117)	378,480	-	-	-	2,366,537
May	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
June	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
July	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
August	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
September	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Interest Rate at 0.034500% as of 10/01/21  
 Interest Rate at 0.043400% as of 11/01/21  
 Interest Rate at 0.041200% as of 12/01/21  
 Interest Rate at 0.055300% as of 1/03/22  
 Interest Rate at 0.122800% as of 2/01/22  
 Interest Rate at 0.2911% as of 3/01/22  
 Interest Rate at 0.3925% as of 4/01/22

Account opened to segregate Greyhound Funds  
 \$12,596.67 belongs to CVTD deposited to maintain account

CD closed March 2021

FY 20-21	First Financial CVCOG General Fund (000's)			First Financial 9-1-1 Trust Account (000's)				First Financial General Investment Savings				CVCOG Balance	First Financial CVTD (000's)			First Financial CVTD-ICB (000's)			First Financial CVEDD (000's)			CVTD - CD (000's)			Total Balance
	Inflows	Outflows	Balance	Inflows	Interest	Outflows	Balance	Inflows	Interest	Outflows	Balance		Inflows	Outflows	Balance	Inflows	Outflows	Balance	Inflows	Outflows	Balance	Inflows	Outflows	Balance	
Beginning Balance:	\$ 852,791			\$ 78,321				\$ 57,863					\$ 442,847			\$ 7,936			\$ 154,893			\$ 550,000			
October	1,550,872	(1,885,639)	518,024	378,789	23	(21,625)	435,509	59,701	7	-	117,571	1,071,104	412,720	(246,639)	608,928	-	-	7,936	22,452	(50,021)	127,324	-	-	550,000	2,365,292
November	1,659,369	(1,228,094)	949,299	-	27	(111,134)	324,401	-	8	-	117,579	1,391,280	355,744	(579,201)	385,470	-	-	7,936	36,132	(65,612)	97,845	-	-	550,000	2,432,531
December	1,194,051	(1,452,857)	690,493	-	12	(202,777)	121,637	-	6	(37,349)	80,237	892,367	596,392	(647,429)	334,433	-	-	7,936	2,864	(48,894)	51,815	-	-	550,000	1,836,552
January	1,643,830	(1,484,818)	849,505	210,830	11	-	332,477	-	5	-	80,242	1,262,224	1,385,224	(628,973)	1,090,684	-	-	7,936	220,188	(163,086)	108,918	-	-	550,000	3,019,762
February	1,148,521	(959,963)	1,038,063	-	18	(104,431)	228,063	4,850	5	-	85,097	1,351,223	109,922	(506,821)	693,786	-	-	7,936	107,496	(29,764)	186,649	-	-	550,000	2,789,594
March	1,333,497	(1,519,529)	852,031	-	5	(94,991)	133,078	-	3	-	85,100	1,070,208	820,390	(506,461)	1,007,714	-	-	7,936	113,869	(130,000)	170,518	-	550,000	-	2,256,376
April	1,437,841	(1,577,915)	711,957	-	3	-	133,081	-	2	-	85,102	930,139	546,601	(411,645)	1,142,670	-	-	7,936	74,332	(100,282)	144,568	-	-	-	2,225,314
May	1,573,197	(1,190,608)	1,094,546	-	2	-	133,083	-	1	-	85,103	1,312,732	482,059	(685,677)	939,053	-	-	7,936	34,310	(41,137)	137,741	-	-	-	2,397,462
June	1,266,906	(1,569,129)	792,323	-	1	-	133,084	-	1	-	85,104	1,010,511	597,653	(238,484)	1,298,221	3,408	(2,228)	9,116	101,576	(39,645)	199,673	-	-	-	2,517,521
July	1,968,484	(1,885,819)	874,988	-	3	-	133,087	-	2	-	85,106	1,093,180	436,381	(591,857)	1,142,746	4,022	(4,463)	8,675	58,901	(34,567)	224,006	-	-	-	2,468,608
August	1,085,360	(1,221,427)	738,921	-	5	-	133,092	-	3	-	85,109	957,121	382,412	(473,866)	1,051,292	4,301	(2,547)	10,429	157,213	(25,980)	355,240	-	-	-	2,374,082
September	1,851,412	(1,464,472)	1,125,860	-	3	(132,841)	254	132,841	6	-	217,955	1,344,070	337,817	(762,066)	627,043	3,805	(4,843)	9,391	5,788	(105,606)	255,421	-	-	-	2,235,925

Interest Rate at 0.088000% as of 09/30/20  
 Interest Rate at 0.092700% as of 10/01/20  
 Interest Rate at 0.085900% as of 11/02/20  
 Interest Rate at 0.079500% as of 12/01/20  
 Interest Rate at 0.073100% as of 01/04/21  
 Interest Rate at 0.072000% as of 02/01/21  
 Interest Rate at 0.036600% as of 03/01/21  
 Interest Rate at 0.028100% as of 04/01/21  
 Interest Rate at 0.017900% as of 05/03/21  
 Interest Rate at 0.012800% as of 06/01/21  
 Interest Rate at 0.024700% as of 07/01/21  
 Interest Rate at 0.043400% as of 08/02/21  
 Interest Rate at 0.048700% as of 09/01/21

Account opened to segregate Greyhound Funds  
 \$7,935.77 belongs to CVTD deposited to maintain account

CD setup March 6, 2020  
 Interest Rate is 1%, term is 1 Year  
 Maturity date March 5, 2021  
 CD funds applied to Note Payable  
 Account Closed

In compliance with PPIA 2256.023 and CVCOG Investment Policy section XI

signature on hardcopy  
 CVCOG Executive Director/Investment Officer

signature on hardcopy  
 CVCOG Director of Finance

hardcopy signed 5/5/2022  
 Date



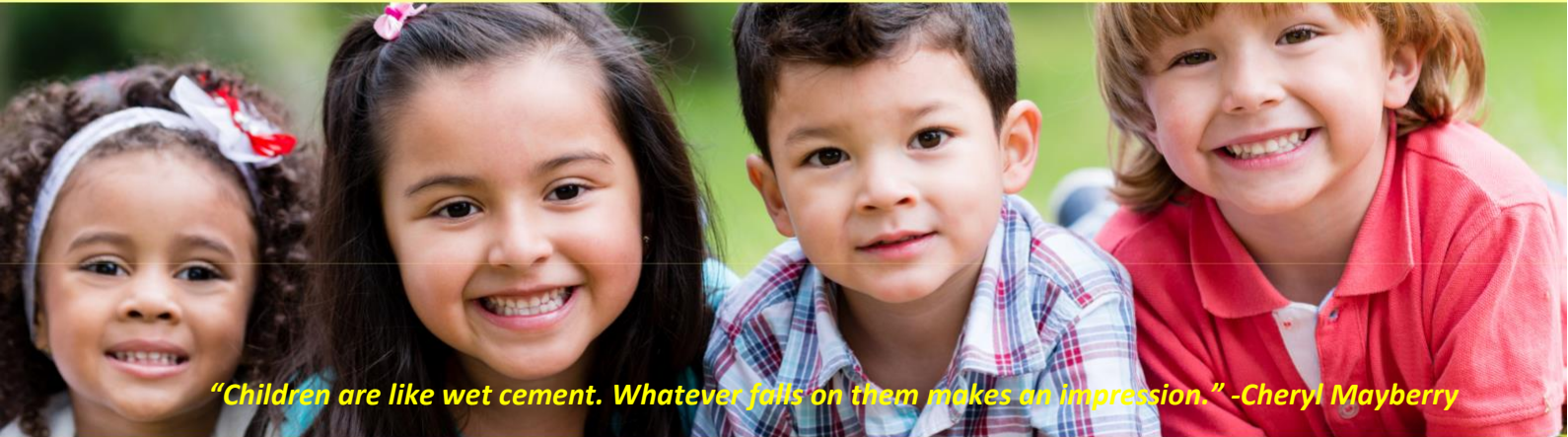
June 2022



CONCHO VALLEY  
COUNCIL OF GOVERNMENTS

# HEAD START

## Director's Report



*"Children are like wet cement. Whatever falls on them makes an impression." -Cheryl Mayberry*



The Head Start office requires our program to report enrollment statistics to determine if programs have achieved and maintained enrollment levels. Enrollment data will be collected every month. This information will be combined enrollment for Head Start and Early Head Start and the Pregnant Mom's Program. – *Ofelia Barron*

Month: April 2022	Current	Actual Enrollment (COVID-19 we are allowed to use actual enrollment instead of funded enrollment)
COG Head Start # of Children With IEP	35	398
Percentage this month	9%	
COG Early Head Start # of Children with IFSP	9	118 (children only)
Percentage this month	8%	
Total # of children with IEP/IFSP	44	516
Program -wide percentage this month	9%	

### Enrollment – April 2022

#### Head Start Funded

Enrollment: 411    Reported Enrollment: 411    Percent Enrolled: 100%

#### Early Head Start Funded

Enrollment: 120    Reported Enrollment: 120    Percent Enrolled: 100%

#### Pregnant Moms Funded

Enrollment: 8    Reported Enrollment: 8    Percent Enrolled: 100%

### HEAD START STAFF

Administrative Office  
5430 Link Road  
Phone (325)944-9666

*Carolina Raymond*  
Director

*Stephanie Hernandez*  
Assistant Director / Early Head Start  
Education Manager

*Cheryl Mayberry*  
Education & Disability Manager

*Ofelia Barron*  
ERSEA & Facility Manager

*Mary Husted*  
Compliance & Nutrition Specialist

*Stacy Walker*  
Family & Community, Parent  
Engagement Manager

*Melissa Miranda*  
Health & Mental Health Manager



# HEAD START & EARLY HEAD START

**To complete an online application please visit the following website:**

<https://www.childplus.net/apply/en-us/773DE148C226FC9E2E99E797A2126082/E0E98AA9744FB24ED4FA53FDF580DOCG>

**HEAD START (HS)** promotes school readiness of children under 5 from low-income families through education, health, social and other services.

**Early Head Start (EHS)** provides intensive comprehensive child development and family support services to low-income infants and toddlers under the age of 3 and their families, and to pregnant women and their families.

## Blackshear Head Start Antionette Day

Monday-Friday 9:00AM-4:00PM  
(325) 658-7442

## Christoval Head Start Ammie Banks

Monday-Friday 9:00AM-3:00PM  
(325) 896-7281

## Day Head Start/ Early Head Start Comoshontai Hollis

Monday-Friday 9:00AM-4:00PM  
(325) 481-3395

## Eden Head Start Mary Torres

Monday-Friday 9:00AM-3:00PM  
(325) 869-8703

## Eldorado Head Start Abigail Ussery

Monday-Friday 9:00AM-3:00PM  
(325) 853-3366

## Menard Head Start/ Early Head Start Bertha DeAnda

Monday-Friday 9:00AM-3:00PM  
(325) 396-2885

## Ozona Head Start Tracy Ybarra

Monday-Friday 9:00AM-3:00PM  
(325) 392-3429

## Rio Vista Head Start/ Early Head Start Michelle Aguirre

Monday-Friday 9:00AM-4:00PM  
(325) 659-3670

# June Job Postings 2022

## **Head Start Teacher Positions for San Angelo Blackshear and Rio Vista**

### **SUMMARY OF POSITION – Full Time**

The position of **Head Start Teacher** serves as the lead worker in a classroom of Head Start children. The Head Start Teacher is responsible for overall management of a classroom, ensuring that the objectives delineated in the annual Head Start plan are implemented. This position may work with children with disabilities. This position may serve as the second in charge when the Site Supervisor is out of the center. This teacher will be responsible for following Texas Minimum Standards for Licensing and Head Start Performance Standards. Responsible for providing a supportive, safe, and stimulating learning environment.

### **ACCEPTABLE EXPERIENCE AND TRAINING**

**Must have a BA in Early Childhood Education or related degree, Associate Degree in Early Childhood Education, or a CDA and/or willing to enroll in an AA program.** Experience working with preschool age children is preferred but is not required.

## **Head Start Teacher Assistant Positions for San Angelo Blackshear, Rio Vista, and Day**

### **SUMMARY OF POSITION – Full Time**

The position of **Head Start Teacher Assistant** is responsible for working as a team with the Head Start Teacher in developing activities for children to provide them with varied experiences and an appropriate learning environment. This position may work with children with disabilities. Teacher Assistant is also responsible for supervision of children and will share in the development and implementation of lesson plans. Teacher Assistant will also act as a teacher in the absence of the Teacher by learning all aspects and functions of a Head Start Classroom, such as completing all assigned paperwork and reports. The Teacher Assistant may be assigned additional duties based upon program needs and areas of developing expertise. This position works along with the Teacher to attain the goals of the Head Start Program.

### **ACCEPTABLE EXPERIENCE AND TRAINING**

Applicants will need one of the following: Child Development Associate (CDA) or be willing to obtain one, and experience working with preschool children preferred but not required

## **Head Start Teacher Assistant Positions for Rural Christoval**

### **SUMMARY OF POSITION – Full Time**

The position of **Head Start Teacher Assistant** is responsible for working as a team with the Head Start Teacher in developing activities for children to provide them with varied experiences and an appropriate learning environment. This position may work with children with disabilities. Teacher Assistant is also responsible for supervision of children and will share in the development and implementation of lesson plans. Teacher Assistant will also act as a teacher in the absence of the Teacher by learning all aspects and functions of a Head Start Classroom, such as completing all assigned paperwork and reports. The Teacher Assistant may be assigned additional duties based upon program needs and areas of developing expertise. This position works along with the Teacher to attain the goals of the Head Start Program.

### **ACCEPTABLE EXPERIENCE AND TRAINING**

Applicants will need one of the following: Child Development Associate (CDA) or be willing to obtain one, and experience working with preschool children preferred but not required

## **San Angelo Early Head Start Teacher Day**

### **SUMMARY OF POSITION - Full Time**

The position of **Day Early Head Start Teacher** serves as the lead worker in a classroom of Head Start children. The Head Start Teacher is responsible for overall management of a classroom, ensuring that the objectives delineated in the annual Head Start plan are implemented. This position may work with children with disabilities. This position may serve as the second in charge when the Site Supervisor is out of the center. This teacher will be responsible for following Texas Minimum Standards for Licensing and Head Start Performance Standards. Responsible for providing a supportive, safe, and stimulating learning environment.

### **ACCEPTABLE EXPERIENCE AND TRAINING**

**Must have a BA in Early Childhood Education or related degree, Associate Degree in Early Childhood Education, or a CDA and/or willing to enroll in an AA program.** Experience working with preschool age children is preferred but is not required.

Christoval / Eldorado / Menard / San Angelo Universal Head Start Substitute

***SUMMARY OF POSITION - Part Time***

The position of **Head Start/Early Head Start Universal Substitute** is responsible for continuing duties in the absence of the Teacher Assistant. If both the Teacher and Teacher Assistant are not present, the Universal Substitute would continue duties for both positions. This position may work with children with disabilities. Universal Substitutes would be responsible for supervision of children and learning all aspects and functions of a Head Start Classroom, such as completing all assigned paperwork and reports. The Universal Substitute may also cover duties in the absence of a cook or custodian. This position works along with all Head Start and Early Head Start Staff to attain the goals of the Head Start Program.

**ACCEPTABLE EXPERIENCE AND TRAINING**

**Applicants will need a HS equivalent, Child Development Associate (CDA) or be willing to obtain a CDA, or experience working with preschool children preferred but not required.**

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