



CONCHO VALLEY
COUNCIL OF GOVERNMENTS



Head Start/Early Head Start Policy Council Meeting Announcement

📅 You're Invited! 📅



Date: Wednesday, **August 12th, 2026**



Time: 11:00 AM



Meeting ID: 256 510 889 411 2



Passcode: qN6DL99M



Join us and be part of the conversation!

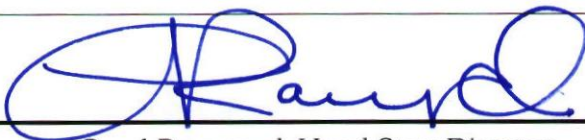


Scan the QR to login to the meeting
or download the TEAMS app

Agenda Packet Arrival: Date 8-5-2026

NOTICE OF A Public Meeting: August 12th, 2026, 5430 Link Rd San Angelo, TX 76904.
Posted in accordance with CVCOG Head Start By-Laws on February 11th, 2026

Agenda Items	
Determination of Quorum	
Call Meeting to Order	
Public Comment	
1. Review, Consideration, and Approval of Policy Council July Minute / Ballots	
2. Review, Consideration, and Approval of Personnel Report	
3. Review, Consideration, and Approval of CVCOG Summary Budget Comparison Grant H09, Head Start 25-26 From 06/01/2025 Through 06/30/2026	
4. Review, Consideration, and Approval of CVCOG Summary Budget Comparison Grant H11, Head Start 25-26 From 06/01/2026 Through 06/30/2026	
5. Review, Consideration, and Approval of CVCOG Summary Budget Comparison Grant H10, Head Start Nutrition 25-26 From 10/01/2025 Through 06/30/2026	
6. Review, Consideration, and Approval of Head Start Open Account Summary June	
7. Review, Consideration, and Approval of Policy and Procedure Health - 1302.43, 1302.45	
8. Review, Consideration, and Approval on the request to submit an In-Kind Waiver for FY 2025–2026.	
9. Review, Consideration, and Approval of the request of a One-Time Supplemental fund for Playground Upgrades up to \$650,000.	
10. Information item:	
• Director's Report	



Carol Raymond, Head Start Director

The meeting place is accessible to people with disabilities. If assistance is needed to observe or comment, please call Stacy Walker at (325) 944-9666 at least 24 hours prior to the meeting.



August

Agenda Item #1

Date & Location: July 8th, 2026 CVCOG & Teams	Meeting called to order at and by:	Meeting concluded at and by:
---	------------------------------------	------------------------------

Ballot Respondents:

Cathy Love	Brandi Sablan	Delilah Schnitzer	Pat Hill	

Absents:

Determination of Quorum

- **Ballots were sent out 4 Ballots received.**

Public Comment

- **No public comment**

1. Consider and take appropriate action concerning Policy Council May Minutes.

- **No Comments**

Cathy Love, Brandi Sablan, Delilah Schnitzer, Pat Hill	All in Favor	✓
	Any Opposed	None

2. Consider and take appropriate action concerning the Personnel Report.
Currently Hiring for one Teacher at San Jacinto and one floater at Day Head Start.

Cathy Love, Brandi Sablan, Delilah Schnitzer, Pat Hill	All in Favor	✓
	Any Opposed	None

3. Consider and take appropriate action concerning the CVCOG Summary Budget Comparison Grant H09, Head Start 25-26 From 06/01/2025 Through 05/31/2026.

Madelyn Herrera presented the main operating grant, noting we are in our 12th month of operation and should be at 96%. Head Start is currently at 96.37%, and Early Head Start is at 91.91%.

Cathy Love, Brandi Sablan, Delilah Schnitzer, Pat Hill	All in Favor	✓
	Any Opposed	None

4. Consider and take appropriate action concerning the CVCOG Summary Budget Comparison Grant H10, Head Start Nutrition 25-26 From 10/01/2025 Through 05/31/2026

Madelyn Herrera presented our nutrition grant which began on Oct. 2025. H10 is in the 9th month of operation. We are currently showing a surplus of \$41,107.39.

Cathy Love, Brandi Sablan, Delilah Schnitzer, Pat Hill	All in Favor	✓
	Any Opposed	None

5. Consider and take appropriate action concerning the Head Start Open Account Summary for May .

Madelyn Herrera presented that our Credit Card transactions are \$123,238.38 for the month of May.

Cathy Love, Brandi Sablan, Delilah Schnitzer, Pat Hill	All in Favor	✓
	Any Opposed	None

6. Consider and take appropriate action concerning the Approval of Head Start Policies and Procedures

Cathy Love, Brandi Sablan, Delilah Schnitzer, Pat Hill	All in Favor	✓
	Any Opposed	None

7. Consider and take appropriate action concerning the approval of Head Start 2026-2027 Parent Handbook

Cathy Love, Brandi Sablan, Delilah Schnitzer, Pat Hill	All in Favor	✓
	Any Opposed	None

8. Information Item:

Director's Report.

Madelyn Herrera reviewed the following aspects of the Director's report -

May Enrollment – HS 100% and EHS 100%

Disability – HS 6% and EHS 13% Program total is 8%

Nutrition – HS we served 7,113 meals and EHS we served 4,516 meals

Health – 94% completion on 30-day events, 96% on 45-day events, and 86% on 90-day events

Carolina Raymond then provided an overview of program updates and recent Head Start program news.

 Policy Council Chairman

Date



Policy Council Ballot
Head Start / Early Head Start
Policy Council Agenda
(325) 944-9666 • Fax (325) 944-9925

Date of Policy Council Meeting that didn't make Quorum:	July 8, 2026
Deadline for ballot (Date & Time):	July 15, 2026 @ 5:00pm

Quorum was not met and per Head Start Policy Council By-Laws the Program Director has opted to hold a vote by ballot. Ballots must be returned to the FAMCO Manager by the ballot deadline signed for the ballot to count. A count will be taken from ballots received and a simple majority vote will approve the agenda item. Results will be approved in the next Policy Council Meeting. If you have any questions, please call the Head Start office at 325-944-9666 and ask for Madelyn Herrera EXT 245.

Please circle your vote, fill out the information below, and sign your Ballot.

1. Approval of Policy Council June Minutes	☒ Yes	☐ No
2. Approval of Personnel Report	☒ Yes	☐ No
3. Approval of CVCOG Summary Budget Comparison Grant H09, Head Start 25-26 From 06/01/2025 Through 05/31/2026	☒ Yes	☐ No
4. Approval of CVCOG Summary Budget Comparison Grant H10, Head Start Nutrition 25-26 From 10/01/2025 Through 05/31/2026	☒ Yes	☐ No
5. Approval of Head Start Open Account Summary May	☒ Yes	☐ No
6. Approval of Head Start Policies and Procedures • ERSEA 1302.12, 1302.13, 1302.14, 1302.16, 1302.70, 1302.71 • Education HS&EHS 1302.30, 1302.31, 1302.33, 1302.34, • Disabilities 1302.60, 1302.61, 1302.62, 1302.63 • Health 1302.43, 1302.45, 1302.46 • Family and Community Engagement Program Services 1302.50, 1302.51, 1302.52	☒ Yes	☐ No
7. Approval of Head Start 2026-2027 Parent Handbook	☒ Yes	☐ No
Report and Information Director's Report		

Print Name:	Cathy Love
Signature:	<i>Cathy Love</i>
Center Name or Agency:	Children's Advocacy Center of Greater West Texas
Date:	7/9/2025

Thank you for taking the time to complete and return this ballot. Most of all thank you for your time and dedication and supporting Concho Valley Council of Governments Head Start Program.

July 2026

Date of Policy Council Meeting that didn't make Quorum:	July 8, 2026
Deadline for ballot (Date & Time):	July 15, 2026 @ 5:00pm

Quorum was not met and per Head Start Policy Council By-Laws the Program Director has opted to hold a vote by ballot. Ballots must be returned to the FAMCO Manager by the ballot deadline signed for the ballot to count. A count will be taken from ballots received and a simple majority vote will approve the agenda item. Results will be approved in the next Policy Council Meeting. If you have any questions, please call the Head Start office at 325-944-9666 and ask for Madelyn Herrera EXT. 245.

Please circle your vote, fill out the information below, and sign your Ballot.

1. Approval of Policy Council June Minutes	Yes ☒	No ☐
2. Approval of Personnel Report	Yes ☒	No ☐
3. Approval of CVCOG Summary Budget Comparison Grant H09, Head Start 25-26 From 06/01/2025 Through 05/31/2026	Yes ☒	No ☐
4. Approval of CVCOG Summary Budget Comparison Grant H10, Head Start Nutrition 25-26 From 10/01/2025 Through 05/31/2026	Yes ☒	No ☐
5. Approval of Head Start Open Account Summary May	Yes ☒	No ☐
6. Approval of Head Start Policies and Procedures - ERSEA 1302.12, 1302.13, 1302.14, 1302.16, 1302.70, 1302.71 - Education HS&EHS 1302.30, 1302.31, 1302.33, 1302.34, - Disabilities 1302.60, 1302.61, 1302.62, 1302.63 - Health 1302.43, 1302.45, 1302.46 - Family and Community Engagement Program Services 1302.50, 1302.51, 1302.52	Yes ☒	No ☐
7. Approval of Head Start 2026-2027 Parent Handbook	Yes ☒	No ☐
Report and Information Director's Report		

Print Name:	Brandi Sablan
Signature:	<u>Brandi Sablan</u> Brandi Sablan (Jul 21, 2026 11:29:30 CDT)
Center Name or Agency:	MHMR Concho Valley
Date:	14 /07/2026

Thank you for taking the time to complete and return this ballot. Most of all thank you for your time and dedication and supporting Concho Valley Council of Governments Head Start Program.

Date of Policy Council Meeting that didn't make Quorum:	July 8, 2026
Deadline for ballot (Date & Time):	July 15, 2026 @ 5:00pm

Quorum was not met and per Head Start Policy Council By-Laws the Program Director has opted to hold a vote by ballot. Ballots must be returned to the FAMCO Manager by the ballot deadline signed for the ballot to count. A count will be taken from ballots received and a simple majority vote will approve the agenda item. Results will be approved in the next Policy Council Meeting. If you have any questions, please call the Head Start office at 325-944-9666 and ask for Madelyn Herrera EXT. 245.

Please circle your vote, fill out the information below, and sign your Ballot.

1. Approval of Policy Council June Minutes	Yes ☒	No ☐
2. Approval of Personnel Report	Yes ☒	No ☐
3. Approval of CVCOG Summary Budget Comparison Grant H09, Head Start 25-26 From 06/01/2025 Through 05/31/2026	Yes ☒	No ☐
4. Approval of CVCOG Summary Budget Comparison Grant H10, Head Start Nutrition 25-26 From 10/01/2025 Through 05/31/2026	Yes ☒	No ☐
5. Approval of Head Start Open Account Summary May	Yes ☒	No ☐
6. Approval of Head Start Policies and Procedures • ERSEA 1302.12, 1302.13, 1302.14, 1302.16, 1302.70, 1302.71 • Education HS&EHS 1302.30, 1302.31, 1302.33, 1302.34, • Disabilities 1302.60, 1302.61, 1302.62, 1302.63 • Health 1302.43, 1302.45, 1302.46 • Family and Community Engagement Program Services 1302.50, 1302.51, 1302.52	Yes ☒	No ☐
7. Approval of Head Start 2026-2027 Parent Handbook	Yes ☒	No ☐
Report and Information Director's Report		

Print Name:	Delilah Schnitzer
Signature:	 Delilah schnitzer (Jul 10, 2026 12:31:40 CDT)
Center Name or Agency:	San Jacinto
Date:	10/07/2026

Thank you for taking the time to complete and return this ballot. Most of all thank you for your time and dedication and supporting Concho Valley Council of Governments Head Start Program.

Date of Policy Council Meeting that didn't make Quorum:	July 8, 2026
Deadline for ballot (Date & Time):	July 15, 2026 @ 5:00pm

Quorum was not meet and per Head Start Policy Council By-Laws the Program Director has opted to hold a vote by ballot. Ballots must be returned to the FAMCO Manager by the ballot deadline signed for the ballot to count. A count will be taken from ballots received and a simple majority vote will approve the agenda item. Results will be approved in the next Policy Council Meeting. If you have any questions, please call the Head Start office at 325-944-9666 and ask for Madelyn Herrera EXT. 245.

Please circle your vote, fill out the information below, and sign your Ballot.

1. Approval of Policy Council June Minutes	Yes ☒	No ☐
2. Approval of Personnel Report	Yes ☒	No ☐
3. Approval of CVCOG Summary Budget Comparison Grant H09, Head Start 25-26 From 06/01/2025 Through 05/31/2026	Yes ☒	No ☐
4. Approval of CVCOG Summary Budget Comparison Grant H10, Head Start Nutrition 25-26 From 10/01/2025 Through 05/31/2026	Yes ☒	No ☐
5. Approval of Head Start Open Account Summary May	Yes ☒	No ☐
6. Approval of Head Start Policies and Procedures - ERSEA 1302.12, 1302.13, 1302.14, 1302.16, 1302.70, 1302.71 - Education HS&EHS 1302.30, 1302.31, 1302.33, 1302.34, - Disabilities 1302.60, 1302.61, 1302.62, 1302.63 - Health 1302.43, 1302.45, 1302.46 - Family and Community Engagement Program Services 1302.50, 1302.51, 1302.52	Yes ☒	No ☐
7. Approval of Head Start 2026-2027 Parent Handbook	Yes ☒	No ☐
Report and Information Director's Report		

Print Name:	Pat Hill
Signature:	<i>Patricia Hill</i> Patricia Hill (Jul 14, 2026 13:36:18 CDT)
Center Name or Agency:	Concho Valley Council of Governments
Date:	14/07/2026

Thank you for taking the time to complete and return this ballot. Most of all thank you for your time and dedication and supporting Concho Valley Council of Governments Head Start Program.



August

Agenda Item #2

Personnel Variations

New Hires/Employee Change of Status July

Employee Name:	Hire Date	Position	Former Position	School
Hatfield, Abby	7/13/2026	Head Start		San Jacinto
Terrell, Monica	7/13/2026	Head Start		Day
Browder, Dana	7/13/2026	Head Start		Day
Rivera, Felicia	7/13/2026	Head Start		Eldorado
Llanas, Micahela	7/13/2026	San Angelo Universal Substitute		
Castaneda, Esmeralda	7/13/2026	Head Start		Day
Davis, Hannah	7/13/2026	Head Start		Day
Lopez, Virginia		San Angelo Universal Substitute	EHS Teacher, Rm #22	Day
Abrianna Cole		San Angelo Universal Substitute	EHS Teacher, Rm #28	San Jacinto

Termed

[illegible]



August

Agenda Item #3

Concho Valley Council of Governments
Summary Budget Comparison - DIR-Grant H09, Head Start FY 25-26
6/1/2026 through 6/30/2026

Account Code	Account Title	YTD Budget	YTD Actual	Current Period	YTD Budget Variance	Percent Total Budget Used
H09	HHS Grant H09 06CH013199-01, Head Start FY 25-26					
004	Revenue					
4173000	HHS-ACF Head Start CFDA 93.600	7,413,457.00	7,221,784.16	7,221,784.16	(191,672.84)	97.41%
4411000	IK Contributions	1,853,365.00	1,708,014.87	1,708,014.87	(145,350.13)	92.15%
4523000	Local Revenue	16,311.00	16,131.13	16,131.13	(179.87)	98.89%
Total 004	Revenue	9,283,133.00	8,945,930.16	8,945,930.16	(337,202.84)	96.37%
400	Head Start CAN NO 9-G064122					
5110000	General Wages	2,440,888.62	2,440,888.62	2,440,888.62	-	100.00%
5119000	Holiday Work Time	266.40	266.40	266.40	-	100.00%
5150000	Vacation Time Allocation	30,957.32	30,957.32	30,957.32	-	100.00%
5151000	Medicare Tax	34,090.77	34,090.77	34,090.77	-	100.00%
5172000	Workers Comp Insurance	33,843.80	33,843.80	33,843.80	-	100.00%
5173000	SUTA	7,339.94	7,339.94	7,339.94	-	100.00%
5174000	Health Insurance Benefit	639,262.10	639,262.10	639,262.10	-	100.00%
5175000	Dental Insurance Benefit	24,115.76	24,115.76	24,115.76	-	100.00%
5176000	Life Insurance Benefit	17,498.11	17,498.11	17,498.11	-	100.00%
5177000	HSA Insurance Benefit	4,038.91	4,038.91	4,038.91	-	100.00%
5181000	Retirement	268,527.43	268,527.43	268,527.43	-	100.00%
5199000	Indirect Allocation	251,350.54	251,350.54	251,350.54	-	100.00%
5200000	Employee Health and Welfare	609.25	609.25	609.25	-	100.00%
5206000	HR Service Center	149,670.27	149,670.27	149,670.27	-	100.00%
5207000	Procurement Service Center	61,022.49	61,022.49	61,022.49	-	100.00%
5208000	Information Technology Service Center	83,654.68	83,654.68	83,654.68	-	100.00%
5291000	Contract Services	46,803.32	46,803.32	46,803.32	-	100.00%
5293000	HS Health & Disab Svc	480.32	480.32	480.32	-	100.00%
5294000	HS Policy Council	-	-	-	-	-
5295000	HS Nutrition Service	-	-	-	-	-
5296000	HS Parent Service	11,682.81	11,682.24	11,682.24	0.57	99.99%
5309000	Travel-In Region	4,537.80	4,537.80	4,537.80	-	100.00%
5310000	Travel-Out of Region	801.53	801.53	801.53	-	100.00%
5351000	Fuel	1,153.73	1,153.73	1,153.73	-	100.00%
5361000	Vehicle Maintenance	1,011.50	1,011.50	1,011.50	-	100.00%
5413000	HS Site Rent	58,161.81	58,161.81	58,161.81	-	100.00%
5433000	HS Site Center Utilities	73,096.65	71,548.75	71,548.75	1,547.90	97.88%
5451000	Facility Allocation	51,496.35	51,496.35	51,496.35	-	100.00%
5453000	HS Site Center Bldg Maint	172,767.72	164,273.09	164,273.09	8,494.63	95.08%
5510000	Supplies	67,871.20	67,871.20	67,871.20	-	100.00%
5512000	HS Class Room Supplies	212,407.19	147,703.14	147,703.14	64,704.05	69.53%
5514000	HS Medical Supplies	3,806.44	3,806.44	3,806.44	-	100.00%
5515000	HS Disability Supplies	713.55	713.55	713.55	-	100.00%
5518000	HS Diapers and Wipes	7,104.18	7,104.18	7,104.18	-	100.00%

Account Code	Account Title	YTD Budget	YTD Actual	Current Period	YTD Budget Variance	Percent Total Budget Used
5622000	Internal Computer/Software	56,842.05	56,538.73	56,538.73	303.32	99.46%
5632000	Copier	33,590.88	33,590.88	33,590.88	-	100.00%
5711000	Insurance	5,512.35	5,512.35	5,512.35	-	100.00%
5721000	Printing	952.30	952.30	952.30	-	100.00%
5722000	Ads & Promotions	445.00	445.00	445.00	-	100.00%
5753000	Dues and fees	6,233.31	6,233.31	6,233.31	-	100.00%
5760000	HS Site Center Communications	18,068.21	18,068.21	18,068.21	-	100.00%
5762000	Postage/freight	680.17	680.17	680.17	-	100.00%
5796000	Safety	1,045.37	1,045.37	1,045.37	-	100.00%
Total 400	Head Start CAN NO 9-G064122	(4,884,402.13)	(4,809,351.66)	(4,809,351.66)	75,050.47	98.46%
401	Early Head Start CAN NO 9-G064122					
5110000	General Wages	1,300,133.89	1,300,133.89	1,300,133.89	-	100.00%
5150000	Vacation Time Allocation	4,813.89	4,813.89	4,813.89	-	100.00%
5151000	Medicare Tax	18,141.81	18,141.81	18,141.81	-	100.00%
5172000	Workers Comp Insurance	15,215.63	15,215.63	15,215.63	-	100.00%
5173000	SUTA	4,023.07	4,023.07	4,023.07	-	100.00%
5174000	Health Insurance Benefit	329,312.09	329,312.09	329,312.09	-	100.00%
5175000	Dental Insurance Benefit	12,669.52	12,669.52	12,669.52	-	100.00%
5176000	Life Insurance Benefit	9,342.42	9,342.42	9,342.42	-	100.00%
5177000	HSA Insurance Benefit	2,374.25	2,374.25	2,374.25	-	100.00%
5181000	Retirement	143,015.25	143,015.25	143,015.25	-	100.00%
5199000	Indirect Allocation	132,377.85	132,377.85	132,377.85	-	100.00%
5200000	Employee Health and Welfare	1,006.84	1,006.84	1,006.84	-	100.00%
5206000	HR Service Center	20,202.06	20,202.06	20,202.06	-	100.00%
5207000	Procurement Service Center	7,499.54	7,499.54	7,499.54	-	100.00%
5208000	Information Technology Service Center	11,270.22	11,270.22	11,270.22	-	100.00%
5291000	Contract Services	14,106.37	6,837.89	6,837.89	7,268.48	48.47%
5293000	HS Health & Disab Svc	65.86	65.86	65.86	-	100.00%
5295000	HS Nutrition Service	-	-	-	-	-
5296000	HS Parent Service	1,709.07	1,708.67	1,708.67	0.40	99.97%
5309000	Travel-In Region	233.93	233.93	233.93	-	100.00%
5310000	Travel-Out of Region	6.24	6.24	6.24	-	100.00%
5351000	Fuel	256.39	256.39	256.39	-	100.00%
5361000	Vehicle Maintenance	13.79	13.79	13.79	-	100.00%
5413000	HS Site Rent	7,827.79	7,827.79	7,827.79	-	100.00%
5433000	HS Site Center Utilities	14,173.97	12,607.99	12,607.99	1,565.98	88.95%
5451000	Facility Allocation	7,014.96	7,014.96	7,014.96	-	100.00%
5453000	HS Site Center Bldg Maint	113,204.19	36,245.52	36,245.52	76,958.67	32.01%
5510000	Supplies	29,053.62	29,053.62	29,053.62	-	100.00%
5512000	HS Class Room Supplies	166,934.47	157,134.47	157,134.47	9,800.00	94.12%
5514000	HS Medical Supplies	484.97	484.97	484.97	-	100.00%
5518000	HS Diapers and Wipes	10,328.00	10,326.68	10,326.68	1.32	99.98%
5618000	Capital Vehicle Improvement	19,510.00	-	-	19,510.00	0.00%
5622000	Internal Computer/Software	19,683.08	19,606.08	19,606.08	77.00	99.60%
5632000	Copier	3,956.80	3,956.41	3,956.41	0.39	99.99%
5711000	Insurance	397.00	397.00	397.00	-	100.00%
5721000	Printing	2,665.54	2,665.54	2,665.54	-	100.00%
5753000	Dues and fees	554.13	554.13	554.13	-	100.00%

Account Code	Account Title	YTD Budget	YTD Actual	Current Period	YTD Budget Variance	Percent Total Budget Used
5760000	HS Site Center Communications	2,452.53	2,451.03	2,451.03	1.50	99.93%
5762000	Postage/freight	14.68	14.68	14.68	-	100.00%
5796000	Safety	230.23	230.23	230.23	-	100.00%
Total 401	Early Head Start CAN NO 9-G064122	(2,426,275.94)	(2,311,092.20)	(2,311,092.20)	115,183.74	95.25%
402	Head Start T&TA CAN NO 9-G064120					
5308000	Head Start T & T A	56,824.00	55,385.37	55,385.37	1,438.63	97.46%
Total 402	Head Start T&TA CAN NO 9-G064120	(56,824.00)	(55,385.37)	(55,385.37)	1,438.63	97.47%
403	Early Head Start T&TA CAN NO 9-G064121					
5308000	Head Start T & T A	28,858.00	28,858.00	28,858.00	-	100.00%
Total 403	Early Head Start T&TA CAN NO 9-G064121	(28,858.00)	(28,858.00)	(28,858.00)	-	100.00%
407	Head Start Nutrition					
5295000	HS Nutrition Service	4,631.56	4,631.56	4,631.56	-	100.00%
5513000	HS Food Serv Sup	12,465.37	12,465.37	12,465.37	-	100.00%
Total 407	Head Start Nutrition	(17,096.93)	(17,096.93)	(17,096.93)	-	100.00%
409	Head Start InKind					
6791000	InKind Other	1,853,365.00	1,708,014.87	1,708,014.87	145,350.13	92.15%
Total 409	Head Start InKind	(1,853,365.00)	(1,708,014.87)	(1,708,014.87)	145,350.13	92.16%
997	Non Project					
5291000	Contract Services	15,210.00	15,205.34	15,205.34	4.66	99.96%
5510000	Supplies	1,100.00	924.80	924.80	175.20	84.07%
5753000	Dues and fees	1.00	0.99	0.99	0.01	99.00%
Total 997	Non Project	(16,311.00)	(16,131.13)	(16,131.13)	179.87	98.90%
Report Difference		0.00	0.00	0.00	0.00	100.00%

	BUDGETED	ACTUAL EXP	
Head Start (Project 400, 402)	(4,941,226.13)	(4,864,737.03)	98.45%
Early Head Start (Project 401, 403)	(2,455,133.94)	(2,339,950.20)	95.31%
CACFP (Project 407)	(17,096.93)	(17,096.93)	100.00%
Total Federal	(7,413,457.00)	(7,221,784.16)	97.41%
Total Non-Federal, includes any Local Funds	(1,869,676.00)	(1,724,146.00)	92.22%
Grand Total Head Start Expenditures	(9,283,133.00)	(8,945,930.16)	96.37%
Non-Federal Percentage of Total Expenditures	19.27%	match of 20%	
Head Start Admin Expenditures	628,426.60		
Administrative Indirect Expenditures	383,728.39		
Total Administrative Costs	1,012,154.99		
Administrative Percentage of Approved Budget	11.31%	max of 15%	



August

Agenda Item #4

Concho Valley Council of Governments
Summary Budget Comparison - DIR-Grant H11, Head Start FY 26-27
6/1/2026 through 6/30/2026

Account Code	Account Title	YTD Budget	YTD Actual	Current Period	YTD Budget Variance	Percent Total Budget Used
H11	HHS Grant H11 06CH013199-02, Head Start FY 26-27					
004	Revenue					
4173000	HHS-ACF Head Start CFDA 93.600	7,459,988.00	553,160.35	553,160.35	(6,906,827.65)	7.41%
4411000	IK Contributions	1,864,997.00	-	-	(1,864,997.00)	0.00%
4523000	Local Revenue	-	-	-	-	-
Total 004	Revenue	9,324,985.00	553,160.35	553,160.35	(8,771,824.65)	5.93%
400	Head Start CAN NO 9-G064122					
5110000	General Wages	2,484,412.00	202,047.29	202,047.29	2,282,364.71	8.13%
5119000	Holiday Work Time	-	-	-	-	-
5150000	Vacation Time Allocation	22,983.00	2,271.71	2,271.71	20,711.29	9.88%
5151000	Medicare Tax	33,999.00	2,817.86	2,817.86	31,181.14	8.28%
5172000	Workers Comp Insurance	37,344.00	2,925.31	2,925.31	34,418.69	7.83%
5173000	SUTA	13,352.00	319.82	319.82	13,032.18	2.39%
5174000	Health Insurance Benefit	736,997.65	50,894.40	50,894.40	686,103.25	6.90%
5175000	Dental Insurance Benefit	27,963.00	2,024.11	2,024.11	25,938.89	7.23%
5176000	Life Insurance Benefit	19,288.00	1,448.51	1,448.51	17,839.49	7.50%
5177000	HSA Insurance Benefit	38,789.35	381.16	381.16	38,408.19	0.98%
5181000	Retirement	257,921.00	22,214.61	22,214.61	235,706.39	8.61%
5199000	Indirect Allocation	265,164.00	20,623.31	20,623.31	244,540.69	7.77%
5200000	Employee Health and Welfare	31,096.00	-	-	31,096.00	0.00%
5206000	HR Service Center	145,604.00	9,017.55	9,017.55	136,586.45	6.19%
5207000	Procurement Service Center	50,930.00	4,462.21	4,462.21	46,467.79	8.76%
5208000	Information Technology Service Center	97,367.00	5,807.14	5,807.14	91,559.86	5.96%
5291000	Contract Services	30,000.00	1,128.94	1,128.94	28,871.06	3.76%
5293000	HS Health & Disab Svc	500.00	-	-	500.00	0.00%
5294000	HS Policy Council	116.00	-	-	116.00	0.00%
5295000	HS Nutrition Service	-	-	-	-	-
5296000	HS Parent Service	5,000.00	-	-	5,000.00	0.00%
5309000	Travel-In Region	4,000.00	-	-	4,000.00	0.00%
5310000	Travel-Out of Region	-	-	-	-	-
5351000	Fuel	1,500.00	-	-	1,500.00	0.00%
5361000	Vehicle Maintenance	750.00	-	-	750.00	0.00%
5413000	HS Site Rent	104,528.00	1,134.27	1,134.27	103,393.73	1.08%
5433000	HS Site Center Utilities	75,000.00	1,500.84	1,500.84	73,499.16	2.00%
5451000	Facility Allocation	57,774.00	3,485.43	3,485.43	54,288.57	6.03%
5453000	HS Site Center Bldg Maint	175,000.00	2,180.34	2,180.34	172,819.66	1.24%
5510000	Supplies	40,000.00	4,166.78	4,166.78	35,833.22	10.41%
5512000	HS Class Room Supplies	50,000.00	1,818.97	1,818.97	48,181.03	3.63%
5514000	HS Medical Supplies	2,500.00	-	-	2,500.00	0.00%
5515000	HS Disability Supplies	750.00	-	-	750.00	0.00%
5518000	HS Diapers and Wipes	7,500.00	-	-	7,500.00	0.00%

Account Code	Account Title	YTD Budget	YTD Actual	Current Period	YTD Budget Variance	Percent Total Budget Used
5622000	Internal Computer/Software	49,000.00	14,352.59	14,352.59	34,647.41	29.29%
5632000	Copier	30,000.00	1,259.01	1,259.01	28,740.99	4.19%
5711000	Insurance	5,500.00	-	-	5,500.00	0.00%
5721000	Printing	1,000.00	-	-	1,000.00	0.00%
5722000	Ads & Promotions	-	-	-	-	-
5753000	Dues and fees	5,000.00	2,113.70	2,113.70	2,886.30	42.27%
5760000	HS Site Center Communications	17,500.00	925.05	925.05	16,574.95	5.28%
5762000	Postage/freight	1,000.00	98.82	98.82	901.18	9.88%
5796000	Safety	1,000.00	49.27	49.27	950.73	4.92%
Total 400	Head Start CAN NO 9-G064122	(4,928,128.00)	(361,469.00)	(361,469.00)	4,566,659.00	7.33%
401	Early Head Start CAN NO 9-G064122					
5110000	General Wages	1,344,751.00	111,929.38	111,929.38	1,232,821.62	8.32%
5150000	Vacation Time Allocation	12,532.00	452.50	452.50	12,079.50	3.61%
5151000	Medicare Tax	18,538.00	1,566.65	1,566.65	16,971.35	8.45%
5172000	Workers Comp Insurance	20,363.00	1,500.70	1,500.70	18,862.30	7.36%
5173000	SUTA	7,280.00	252.45	252.45	7,027.55	3.46%
5174000	Health Insurance Benefit	401,862.35	25,139.39	25,139.39	376,722.96	6.25%
5175000	Dental Insurance Benefit	15,247.00	1,001.27	1,001.27	14,245.73	6.56%
5176000	Life Insurance Benefit	10,517.00	760.44	760.44	9,756.56	7.23%
5177000	HSA Insurance Benefit	21,150.65	216.84	216.84	20,933.81	1.02%
5181000	Retirement	140,637.00	12,322.87	12,322.87	128,314.13	8.76%
5199000	Indirect Allocation	143,882.00	11,165.18	11,165.18	132,716.82	7.75%
5200000	Employee Health and Welfare	24,525.00	-	-	24,525.00	0.00%
5206000	HR Service Center	36,949.00	2,276.71	2,276.71	34,672.29	6.16%
5207000	Procurement Service Center	12,925.00	611.94	611.94	12,313.06	4.73%
5208000	Information Technology Service Center	24,708.00	1,466.16	1,466.16	23,241.84	5.93%
5291000	Contract Services	15,000.00	154.80	154.80	14,845.20	1.03%
5293000	HS Health & Disab Svc	750.00	-	-	750.00	0.00%
5294000	HS Policy Council	250.00	-	-	250.00	0.00%
5295000	HS Nutrition Service	-	-	-	-	-
5296000	HS Parent Service	750.00	-	-	750.00	0.00%
5309000	Travel-In Region	250.00	-	-	250.00	0.00%
5310000	Travel-Out of Region	-	-	-	-	-
5351000	Fuel	300.00	-	-	300.00	0.00%
5361000	Vehicle Maintenance	250.00	-	-	250.00	0.00%
5413000	HS Site Rent	52,100.00	115.73	115.73	51,984.27	0.22%
5433000	HS Site Center Utilities	15,000.00	562.41	562.41	14,437.59	3.74%
5451000	Facility Allocation	14,661.00	879.98	879.98	13,781.02	6.00%
5453000	HS Site Center Bldg Maint	35,000.00	483.15	483.15	34,516.85	1.38%
5510000	Supplies	22,500.00	1,144.88	1,144.88	21,355.12	5.08%
5512000	HS Class Room Supplies	20,000.00	1,394.26	1,394.26	18,605.74	6.97%
5514000	HS Medical Supplies	500.00	-	-	500.00	0.00%
5515000	HS Disability Supplies	250.00	-	-	250.00	0.00%
5518000	HS Diapers and Wipes	7,500.00	308.47	308.47	7,191.53	4.11%
5622000	Internal Computer/Software	12,000.00	7,170.10	7,170.10	4,829.90	59.75%
5632000	Copier	5,000.00	276.08	276.08	4,723.92	5.52%
5711000	Insurance	1,500.00	-	-	1,500.00	0.00%
5721000	Printing	2,450.00	-	-	2,450.00	0.00%

Account Code	Account Title	YTD Budget	YTD Actual	Current Period	YTD Budget Variance	Percent Total Budget Used
5753000	Dues and fees	550.00	537.55	537.55	12.45	97.73%
5760000	HS Site Center Communications	3,000.00	317.21	317.21	2,682.79	10.57%
5762000	Postage/freight	250.00	-	-	250.00	0.00%
5796000	Safety	500.00	13.03	13.03	486.97	2.60%
Total 401	Early Head Start CAN NO 9-G064122	(2,446,178.00)	(184,020.13)	(184,020.13)	2,262,157.87	7.52%
402	Head Start T&TA CAN NO 9-G064120					
5308000	Head Start T & T A	56,824.00	6,220.65	6,220.65	50,603.35	10.94%
Total 402	Head Start T&TA CAN NO 9-G064120	(56,824.00)	(6,220.65)	(6,220.65)	50,603.35	10.95%
403	Early Head Start T&TA CAN NO 9-G064121					
5308000	Head Start T & T A	28,858.00	1,450.57	1,450.57	27,407.43	5.02%
Total 403	Early Head Start T&TA CAN NO 9-G064121	(28,858.00)	(1,450.57)	(1,450.57)	27,407.43	5.03%
407	Head Start Nutrition					
5295000	HS Nutrition Service	-	-	-	-	-
5513000	HS Food Serv Sup	-	-	-	-	-
Total 407	Head Start Nutrition	-	-	-	-	#DIV/0!
409	Head Start InKind					
6791000	InKind Other	-	-	-	-	-
Total 409	Head Start InKind	-	-	-	-	#DIV/0!
997	Non Project					
5291000	Contract Services	-	-	-	-	-
5510000	Supplies	-	-	-	-	-
5753000	Dues and fees	-	-	-	-	-
Total 997	Non Project	-	-	-	-	#DIV/0!
Report Difference		1,864,997.00	(0.00)	(0.00)	(1,864,997.00)	100.00%
		BUDGETED	ACTUAL EXP			
Head Start (Project 400, 402)		(4,984,952.00)	(367,689.65)	7.38%		
Early Head Start (Project 401, 403)		(2,475,036.00)	(185,470.70)	7.49%		
CACFP (Project 407)		-	-	#DIV/0!		
Total Federal		(7,459,988.00)	(553,160.35)	7.42%		
Total Non-Federal, includes any Local Funds		-	-	#DIV/0!		
Grand Total Head Start Expenditures		(7,459,988.00)	(553,160.35)	7.42%		
Non-Federal Percentage of Total Expenditures		0.00%	match of 20%			
Head Start Admin Expenditures		40,301.49				
Administrative Indirect Expenditures		31,788.49				
Total Administrative Costs		72,089.98				
Administrative Percentage of Approved Budget		13.03%	max of 15%			



August

Agenda Item #5

Concho Valley Council of Governments
Grant H10, CACFP Nutrition FY 25-26
June, 2026

Account Code	Account Title	YTD Budget	YTD Actual	Current Period	YTD Budget Variance	Percent Total Budget Used
H10	Grant H10, CACFP Head Start Nutrition FY 25-26					
004	Revenue					
4221000	CACFP Nutrition CFDA 10.558	778,140.62	406,742.33	406,742.33	(371,398.29)	52.27%
Total 004	Revenue	778,140.62	406,742.33	406,742.33	(371,398.29)	52.27%
407	Head Start Nutrition					
5110000	General Wages	40,198.88	32,862.32	32,862.32	7,336.56	81.74%
5151000	Medicare Tax	578.64	471.65	471.65	106.99	81.51%
5172000	Workers Comp Insurance	2,025.75	1,581.55	1,581.55	444.20	78.07%
5173000	SUTA	175.55	175.55	175.55	0.00	100.00%
5174000	Health Insurance Benefit	10,539.50	0.00	0.00	10,539.50	0.00%
5175000	Dental Insurance Benefit	415.01	0.00	0.00	415.01	0.00%
5176000	Life Insurance Benefit	214.93	0.00	0.00	214.93	0.00%
5177000	HSA Insurance Benefit	161.25	0.00	0.00	161.25	0.00%
5181000	Retirement	4,422.14	3,614.88	3,614.88	807.26	81.74%
5199000	Indirect Allocation	4,604.62	3,599.15	3,599.15	1,005.47	78.16%
5291000	Contract Services	22,000.00	6,776.36	6,776.36	15,223.64	30.80%
5295000	HS Nutrition Service	617,304.35	290,217.47	290,217.47	327,086.88	47.01%
5513000	HS Food Serv Sup	75,000.00	48,160.53	48,160.53	26,839.47	64.21%
5761000	Communications	500.00	0.00	0.00	500.00	0.00%
Total 407	Head Start Nutrition	(778,140.62)	(387,459.46)	(387,459.46)	390,681.16	49.79%
Report Difference		0.00	19,282.87	19,282.87	19,282.87	100.00%



August

Agenda Item #6

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

Head Start Transactions	June, 2026
Citibank P-Card	70,245.02
Dean's Dairy	1,951.77
First Financial Credit Card	-
Kaplan Learning	68,153.24
LakeShore Learning	22,313.14
Lowes Pay and Save	54.36
Sysco Food Services	10,973.90
West Texas Fire Extinguisher	389.49
	<u>\$ 174,080.92</u>

CVCOG

Vendor Activity - Head Start Deans Dairy Corporate
H10 - Grant H10, CACFP Head Start Nutrition FY 25-26
From 6/1/2026 Through 6/30/2026

<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>
5295000	HS Nutrition Service	6/1/2026	652200404	Day EHS purchase of milk for children - 18 whole 9/CS and 126 1% 9/CS	484.97
5295000	HS Nutrition Service	6/1/2026	652200762	Day EHS purchase of milk for children - 12 1% lactose free 6BX	59.86
5295000	HS Nutrition Service	6/2/2026	652001685	San Jacinto EHS purchase of milk for children - 27 whole 9/CS and 27 1% 9/CS	179.14
5295000	HS Nutrition Service	6/3/2026	650606114	Menard EHS purchase of milk for children - 1 whole 9/CS and 9 1% 9/CS	33.71
5295000	HS Nutrition Service	6/9/2026	652001975	San Jacinto EHS purchase of milk for children - 32 whole 9/CS and 27 1% 9/CS	195.39
5295000	HS Nutrition Service	6/10/2026	650606480	Menard EHS purchase of milk for children - 1 whole 9/CS and 9 1% 9/CS	33.71
5295000	HS Nutrition Service	6/15/2026	652201039	Day EHS purchase of milk for children - 18 whole 9/CS, 72 1% 9/CS, and 12 2% lactose free 6BX	361.37
5295000	HS Nutrition Service	6/16/2026	650606845	Menard EHS purchase of milk for children - 1 whole 9/CS and 9 1% 9/CS	33.71
5295000	HS Nutrition Service	6/16/2026	652002345	San Jacinto EHS purchase of milk for children - 27 whole 9/CS, 18 1% 9/CS, and 6 1% lactose free 6BX	178.60
5295000	HS Nutrition Service	6/22/2026	652201320	Day HS/EHS purchase of milk for children - 18 whole 9/CS, 72 1% 9/CS, and 12 1% lactose free 6BX	362.06
5295000	HS Nutrition Service	6/23/2026	652002623	San Jacinto HS/EHS purchase of milk for children - 9 whole 9/CS	29.25
					1,951.77
				Total H10 - Grant H10, CACFP Head Start Nutrition FY 25-26	1,951.77

CVCOG

Vendor Activity - Head Start Deans Dairy Corporate
H10 - Grant H10, CACFP Head Start Nutrition FY 25-26
From 6/1/2026 Through 6/30/2026

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expense\$</u>
Report Opening/Current Balance					
Report Transaction Totals					<u>1,951.77</u>
Report Current Balances					<u><u> </u></u>

CVCOG

Vendor Activity - Head Start Kaplan
H09 - HHS Grant H09 06CH013199-01, Head Start FY 25-26
From 6/1/2026 Through 6/30/2026

<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>
5510000	Supplies	6/10/2026	0007439695	Head Start purchase of LAP-D screening kits (7)	2,449.65
5512000	HS Class Room Supplies	6/1/2026	0007433328	San Jacinto EHS purchase of Super Sprout with Roof playground fixture	4,600.00
5512000	HS Class Room Supplies	6/9/2026	0007438873	Purchase of sensory toys, imaginative play toys, books, and puzzles for toddlers at all three EHS classrooms	25,082.45
5512000	HS Class Room Supplies	6/9/2026	0007438874	Purchase of imaginative play toys, furniture, and storage for Ozona HS	6,121.86
5512000	HS Class Room Supplies	6/10/2026	0007439747	Purchase of imaginative play range and sink for Ozona Head Start	611.87
5512000	HS Class Room Supplies	6/15/2026	0007442110	Purchase of imaginative play range and sink for Day HS Room 4	611.87
5512000	HS Class Room Supplies	6/15/2026	0007442111	Purchase of imaginative play range and sink for Day HS Room 3	611.87
5512000	HS Class Room Supplies	6/16/2026	0007443130	Purchase of imaginative play toys, furniture, and storage for Day HS Room 4	9,150.60
5512000	HS Class Room Supplies	6/16/2026	0007443131	Purchase of imaginative play toys, furniture, and storage for Day HS Room 3	9,150.60
5512000	HS Class Room Supplies	6/16/2026	0007443134	Purchase of imaginative play toys, furniture, and storage for Day HS Room 1	9,762.47
					68,153.24
					Total H09 - HHS Grant H09
					06CH013199-01, Head Start FY 25-26
					68,153.24

Report Opening/Current Balance

CVCOG

Vendor Activity - Head Start Kaplan
H09 - HHS Grant H09 06CH013199-01, Head Start FY 25-26
From 6/1/2026 Through 6/30/2026

<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>
Report Transaction Totals					68,153.24
Report Current Balances					

CVCOG

Vendor Activity - Head Start Lakeshore Learning
H09 - HHS Grant H09 06CH013199-01, Head Start FY 25-26
From 6/1/2026 Through 6/30/2026

<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>
5510000	Supplies	6/3/2026	93919170	San Jacinto EHS purchase of school trike and taxi trikes (2)	1,649.20
5510000	Supplies	6/3/2026	93919176	Eldorado HS purchase of jumbo magnetic building tiles, light table sensory bundle, trike, train set, sensory items, and building bricks	2,541.22
5512000	HS Class Room Supplies	6/3/2026	93919165	Day HS purchase of floor seats, arts & crafts supplies, sensory items, learning toys, and classroom supplies and materials	3,836.37
5512000	HS Class Room Supplies	6/3/2026	93919171	Day EHS purchase of color-changing infinity mirrors (9)	5,121.45
5512000	HS Class Room Supplies	6/3/2026	93919172	San Jacinto EHS purchase of color-changing infinity mirrors (5)	2,845.25
5512000	HS Class Room Supplies	6/3/2026	93919173	Menard EHS purchase of butcher block table and chair set	407.55
5512000	HS Class Room Supplies	6/3/2026	93919175	Ozona HS purchase of light table sensory bundle, jumbo magnetic building tiles, light table sensory tray, and sensory sand	1,537.08
5512000	HS Class Room Supplies	6/3/2026	93919177	Menard HS/EHS purchase of see-inside bucket balance and giant stencils set	52.23
5512000	HS Class Room Supplies	6/7/2026	93940067	Menard HS/EHS purchase of light table sensory bundle, jumbo magnetic building tiles, light table bundle, writing center, learning toys and materials, and classroom supplies	4,322.79
					22,313.14
Total H09 - HHS Grant H09					22,313.14
06CH013199-01, Head Start FY 25-26					

CVCOG

Vendor Activity - Head Start Lakeshore Learning
H09 - HHS Grant H09 06CH013199-01, Head Start FY 25-26
From 6/1/2026 Through 6/30/2026

<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>
Report Opening/Current Balance					
Report Transaction Totals					<u>22,313.14</u>
Report Current Balances					<u><u> </u></u>

CVCOG

Vendor Activity - Head Start Lowes Pay and Save
H10 - Grant H10, CACFP Head Start Nutrition FY 25-26
From 6/1/2026 Through 6/30/2026

Line Item Code	Line Item Title	Document Date	Document Number	Document Description	Expenses
5295000	HS Nutrition Service	5/27/2026	260527-420-1-1-35	Menard EHS purchase of nutrition items	10.13
5295000	HS Nutrition Service	6/3/2026	260603-420-1-1-38	Menard EHS purchase of nutrition items	9.75
5295000	HS Nutrition Service	6/5/2026	260605-420-1-1-56	Menard EHS purchase of nutrition items	5.98
5295000	HS Nutrition Service	6/9/2026	260609-417-2-2-2	Menard EHS purchase of nutrition items	10.84
5295000	HS Nutrition Service	6/17/2026	260617-420-1-1-35	Menard EHS purchase of nutrition items	7.57
5295000	HS Nutrition Service	6/23/2026	260623-357-2-2-6	Menard EHS purchase of nutrition items	10.09
					54.36
Total H10 - Grant H10, CACFP Head Start Nutrition FY 25-26					54.36
Report Opening/Current Balance					
Report Transaction Totals					54.36
Report Current Balances					

CVCOG

Vendor Activity - Head Start Sysco
H10 - Grant H10, CACFP Head Start Nutrition FY 25-26
From 6/1/2026 Through 6/30/2026

<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>
5295000	HS Nutrition Service	6/3/2026	378387393	San Jacinto EHS purchase of nutrition items for children and kitchen supplies	807.18
5295000	HS Nutrition Service	6/4/2026	378388081	Day EHS purchase of nutrition items for children and kitchen supplies	1,998.13
5295000	HS Nutrition Service	6/4/2026	378388102	Menard EHS purchase of nutrition items for children	397.52
5295000	HS Nutrition Service	6/10/2026	378391572	San Jacinto EHS purchase of nutrition items for children and kitchen supplies	864.56
5295000	HS Nutrition Service	6/11/2026	378392201	Day EHS purchase of nutrition items for children and kitchen supplies	2,235.84
5295000	HS Nutrition Service	6/13/2026	378394198	Day EHS credit for yogurt damaged on truck	(8.09)
5295000	HS Nutrition Service	6/17/2026	378395751	San Jacinto HS/EHS purchase of nutrition items for children and kitchen supplies	488.28
5295000	HS Nutrition Service	6/18/2026	378396322	Day EHS purchase of nutrition items for children and kitchen supplies	2,044.54
5295000	HS Nutrition Service	6/24/2026	378399897	San Jacinto EHS purchase of nutrition items for children	238.81
5295000	HS Nutrition Service	6/25/2026	378400471	Day HS/EHS purchase of nutrition items for children and kitchen supplies	416.72
5513000	HS Food Serv Sup	6/3/2026	378387393	San Jacinto EHS purchase of nutrition items for children and kitchen supplies	100.40
5513000	HS Food Serv Sup	6/4/2026	378388081	Day EHS purchase of nutrition items for children and kitchen supplies	109.02
5513000	HS Food Serv Sup	6/10/2026	378391572	San Jacinto EHS purchase of nutrition items for children and kitchen supplies	307.54
5513000	HS Food Serv Sup	6/11/2026	378392201	Day EHS purchase of nutrition items for children and kitchen supplies	122.31
5513000	HS Food Serv Sup	6/17/2026	378395751	San Jacinto HS/EHS purchase of nutrition items for children and kitchen supplies	68.05
5513000	HS Food Serv Sup	6/18/2026	378396322	Day EHS purchase of nutrition items for children and kitchen supplies	266.04

CVCOG

Vendor Activity - Head Start Sysco
H10 - Grant H10, CACFP Head Start Nutrition FY 25-26
From 6/1/2026 Through 6/30/2026

Line Item Code	Line Item Title	Document Date	Document Number	Document Description	Expenses
5513000	HS Food Serv Sup	6/20/2026	378398444	Day HS/EHS purchase of kitchen supplies - mop heads (3 2-packs)	70.56
5513000	HS Food Serv Sup	6/22/2026	378398530	San Jacinto HS/EHS purchase of kitchen supplies - glass & all purpose cleaner (2 gal)	118.45
5513000	HS Food Serv Sup	6/25/2026	378400471	Day HS/EHS purchase of nutrition items for children and kitchen supplies	328.04
					10,973.90
					10,973.90
Report Opening/Current Balance					
Report Transaction Totals					10,973.90
Report Current Balances					

CVCOG

Vendor Activity - Head Start West Texas Fire Extinguisher
H10 - Grant H10, CACFP Head Start Nutrition FY 25-26
From 6/1/2026 Through 6/30/2026

<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>
5513000	HS Food Serv Sup	6/10/2026	333439-02	Day HS purchase of reusable food service towels - 4 cases	244.52
5513000	HS Food Serv Sup	6/10/2026	334558-01	San Jacinto HS/EHS purchase of reusable food service towels and paper towels	101.89
5513000	HS Food Serv Sup	6/16/2026	333105-02	Menard HS/EHS purchase of trash can liners - 1 case	12.12
5513000	HS Food Serv Sup	6/16/2026	334157	Menard HS/EHS purchase of assorted trash can liners - 3 cases	30.96
					389.49
				Total H10 - Grant H10, CACFP Head Start Nutrition FY 25-26	389.49

CVCOG

Vendor Activity - Head Start West Texas Fire Extinguisher
H11 - HHS Grant H11 06CH013199-02, Head Start FY 26-27
From 6/1/2026 Through 6/30/2026

<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>
5510000	Supplies	6/9/2026	334558	San Jacinto HS/EHS purchase of assorted cleaners and disinfectants, toilet tissue, trash can liners, plastic cups, and room spray	341.70
5510000	Supplies	6/10/2026	334558-01	San Jacinto HS/EHS purchase of reusable food service towels and paper towels	202.20
5510000	Supplies	6/15/2026	334558-02	San Jacinto HS/EHS purchase of plastic cups - 2 cases	50.25
5510000	Supplies	6/16/2026	333105-02	Menard HS/EHS purchase of trash can liners - 1 case	12.12
5510000	Supplies	6/16/2026	334157	Menard HS/EHS purchase of assorted trash can liners - 3 cases	30.96
5510000	Supplies	6/29/2026	334558-03	San Jacinto HS/EHS purchase of glass cleaner (4)	6.24
5512000	HS Class Room Supplies	6/9/2026	334558	San Jacinto HS/EHS purchase of assorted cleaners and disinfectants, toilet tissue, trash can liners, plastic cups, and room spray	341.71
5512000	HS Class Room Supplies	6/10/2026	334281-01	Day EHS purchase of paper towels - 3 cases	150.48
5512000	HS Class Room Supplies	6/10/2026	334558-01	San Jacinto HS/EHS purchase of reusable food service towels and paper towels	202.20
5512000	HS Class Room Supplies	6/15/2026	334558-02	San Jacinto HS/EHS purchase of plastic cups - 2 cases	50.25
5512000	HS Class Room Supplies	6/16/2026	333105-02	Menard HS/EHS purchase of trash can liners - 1 case	12.13
5512000	HS Class Room Supplies	6/16/2026	334157	Menard HS/EHS purchase of assorted trash can liners - 3 cases	30.96
5512000	HS Class Room Supplies	6/29/2026	334558-03	San Jacinto HS/EHS purchase of glass cleaner (4)	6.24

CVCOG

Vendor Activity - Head Start West Texas Fire Extinguisher
H11 - HHS Grant H11 06CH013199-02, Head Start FY 26-27
From 6/1/2026 Through 6/30/2026

<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>
				Total H11 - HHS Grant H11 06CH013199-02, Head Start FY 26-27	1,437.44
	Report Opening/Current Balance				
	Report Transaction Totals				1,826.93
	Report Current Balances				



August

Agenda Item #7



CONCHO VALLEY

COUNCIL OF GOVERNMENTS

5430 Link Road • San Angelo, TX 76904

325-944-9666

To: Executive Board and Policy Council

From: Carolina Raymond - Director of Head Start

Date: August 12th, 2026

Re: CVCOG Head Start Policies and Procedures

Consider and take appropriate action concerning the request of Head Start Policy and Procedures.

- Health – 1302.43, 1302.45

EC Chairman

Date

Policy Council Chair

Date



CONCHO VALLEY COUNCIL OF GOVERNMENTS
HEAD START/EARLY HEAD START
Policies & Procedures



REFERENCE	1302 Health Program Services Subpart D		
APPROVAL/EFFECTIVE	July 10, 2024, December 11, 2024, June 2026, August 2026	Pages: 1	
SUBJECT	Oral Health Practice	STANDARD	1302.43

Policy:

The CVCOG Head Start Program will promote effective oral health hygiene by ensuring all children with teeth are assisted by teaching staff in brushing their teeth with toothpaste containing fluoride once daily.

1. Each child and teacher/ teacher assistant will have his/her own toothbrush and toothpaste labeled with their first and last name.
2. Each storage slot will be labeled with the child's first and last initial.
3. Teachers/Teachers Assistant will provide new toothbrushes and toothpaste to each child every 3 months. If a child needs a new toothbrush sooner than the 3-month period due to wear, a new toothbrush will be provided.
4. Site Supervisors will create a colored toothbrush schedule and send it to the Health Manager.
5. Toothbrushes and toothpaste will be stored out of reach of children when not in use.
6. If toothbrush storage does not have an attached cover or lid to cover the toothbrushes, then a mesh cover will be placed over the storage box.
7. Toothbrushing will be done daily either after breakfast or lunch, all together sitting at the table. Teachers/ teacher assistants will brush their teeth with the children to model toothbrushing. Teachers will have to provide the site supervisor with a toothbrush schedule, and the schedule cannot be changed (only exemption is the beginning of the year to see what works better for the classroom).
8. The toothbrush schedule must be included on the classroom board with the schedule.
9. Toothbrushes will need to be rinsed with water at the end of each day (wear gloves).
10. Toothbrush holder and mesh will need to be sanitized and the end of the week.

Infant and Toddler Oral Care

For infants under the age of one:

1. Teaching staff must wash their hands and cover one finger with wet gauze or wet soft cloth.
2. Teaching staff will gently wipe the infant's gums after each feed.
3. Teaching staff will wash their hands after each individual infant's gums have been cleaned.
 - Infants can transition to an infant toothbrush once the infant has received their first tooth.
 - Infants with their first tooth to 12 months will use a toothbrush and water.
 - Infants/toddlers from the age of 13 months to 23 months will use toothpaste without fluoride.



CONCHO VALLEY COUNCIL OF GOVERNMENTS
HEAD START/EARLY HEAD START
Policies & Procedures



- Infants/toddlers will change from infant toothbrush to toddler toothbrush at 18-months of age.
- Starting at the age of 2, toddlers can use toothpaste with fluoride.
- Infants using the infant toothbrush will brush their teeth daily after lunch or breakfast.



CONCHO VALLEY COUNCIL OF GOVERNMENTS
HEAD START/EARLY HEAD START
Policies & Procedures



REFERENCE	1302 Health Program Services Subpart D		
APPROVAL/EFFECTIVE	July 10, 2024, August 14, 2024, November 13, 2024, July 9, 2025, November 12, 2025, June 2026, August 2026		Pages:1-2
SUBJECT	Child Mental Health and Social and Emotional Well-being	STANDARD	1302.45

Policy:

Concho Valley Council of Governments Head Start will promote children's mental health, social and emotional well-being, and overall health. We will provide support for effective classroom management and positive learning environments, supportive teaching practices, strategies for supporting children with challenging behaviors, and other social, emotional, and mental health concerns.

Programs must use a multidisciplinary approach to mental health and mental wellness. Mental health consultations services must be available at a frequency of at least once a month; if a mental health consultant is not available to provide services at least once a month, programs must use other licensed mental health professionals or behavior health support specialists who coordinate with a mental health consultant.

1. Mental Health Manager will secure a contract with a Mental Health Consultant to provide services or consultations to staff, children, and families.
2. Family Service Worker (FSW) will secure Memorandum of Understanding (MOU) with community agencies to help provide mental health services directly or indirectly.
3. **ASQ SE 2** form will be done two times a year. First time within the 45-days of enrollment. The second will be done in January.
4. FSWs will make copies and give them to the teaching staff to hand them out to the parents/guardians.
5. FSWs will score the ASQ SE 2 forms, then data clerk/FSW will enter and upload them in GoEngage under the social emotional assessment tab.
6. If the **ASQ SE 2** has a high score, the FSW/data clerk will initiate an internal referral to the Health/Mental Health Manager.
7. The Health/Mental Health Manager will provide an external referral if needed.
8. The Mental Health Consultant does observations throughout the year and talks with teaching staff regarding skills that can help them in the classroom.

The implementation of policies to limit suspension and prohibit expulsion as described in 1301.17.

1. For children with consistent challenging behaviors, Teachers/Teacher Assistants will complete **Behavior Observation Notes** before a **Behavior Plan** is concerned.
2. **Behavior Observation Notes** will be sent to the Mental Health Manager as they occur through email.
3. Information that needs to be included in the Behavior Observation Notes:



CONCHO VALLEY COUNCIL OF GOVERNMENTS
HEAD START/EARLY HEAD START
Policies & Procedures



- a. What was the child doing before the behavior occurred? (Jojo was playing with some blocks in the corner).
- b. Describe the behavior. (Jojo grabbed the toys from Sally and slapped her in the face). Do not add your thoughts (because he was mad, angry, and frustrated).
- c. What happened after the behavior? (I took Jojo to a safe space and let him calm down).
4. The Mental Health Manager will review the notes and upload them under the **Team Case Conferencing by Classroom/Caseload** in Goengage.
5. The Health/Mental Health will collaborate with the Education Manager and the Classroom Specialist through Goengage.
6. The Health/Mental Manager will share notes with the Mental Health Consultant.
7. The Mental Health Manager, Education Manager, and Classroom Support Specialist will make several observations regarding the child in question and give strategies and/or resources to the teaching staff.
8. Once teaching staff have implemented strategies provided by Mental Health Consultant, Education Manager, Health/Mental Health Manager, and Classroom Support Specialist and the child continues to have consistent challenging behaviors, a meeting with the parents/guardians, Mental Health Manager, Education Manager, and Classroom Specialist will occur to place the child on a **Behavior Plan**.
9. **Behavior Plan** meeting will consist of the Mental Health Manager, Education Manager, Classroom Specialist, teacher, and the parent.
10. The Mental Health Manager will meet with the site supervisor and FSW to discuss what was put in place.
11. If outside services are not obtained, another meeting will be set up with parents/guardians to discuss the child being put on a **Addendum Behavior Plan**.
12. Children on a **Behavior Plan** will be reevaluated monthly and/or as needed.
13. **Behavior Plans** will be put in place as needed. Suspension will only be used as a last resort when children and staff are at risk. If suspension is necessary, it will have to be approved by the Head Start Program director.
14. If a child is hurting other children/staff depending on the severity of injury and the **Behavior Plan** meeting has not been held, staff may send the child home for the day with the approval from the site supervisor, Mental Health Manager, or anyone in Admin.
15. If a child needs to be placed on a **Behavior Plan** and staff are unable to contact parents/guardians. Actions for the **Behavior Plan** will proceed.
16. For children on **Behavior Plans**, parents/teachers will be asked to participate in a form of parent education specific to child behaviors if needed.

Early Head Start:

9. **ASQ SE 2** form will be done every 6 months.
10. FSWs will make copies and give them to the teaching staff to hand them out to the parents/guardians.



CONCHO VALLEY COUNCIL OF GOVERNMENTS
HEAD START/EARLY HEAD START
Policies & Procedures



11. FSWs will score the ASQ SE 2 forms, then data clerk/FSW will enter and upload them in GoEngage under the social emotional assessment tab.
12. If the **ASQ SE 2** has a high score, the FSW/data clerk will initiate an internal referral to the Health/Mental Health Manager.
13. The Health/Mental Health Manager will provide an external referral if needed.

Mental Health Consultants:

1. Mental health consultants must be able to provide services to the parents/guardians who have children enrolled in the Head Start Program.
2. Mental health consultants must include social and emotional development in children when providing services to parents/guardians.



August

Agenda Item #8



CONCHO VALLEY
COUNCIL OF GOVERNMENTS
5430 Link Road • San Angelo, TX 76904
325-944-9666

To: Executive Board and Policy Council

From: Carolina Raymond - Director of Head Start

Date: August 12th, 2026

Re: CVCOG Head Start In-Kind Wavier

Consider and take appropriate action concerning on the request to submit an In-Kind Waiver for FY 2025–2026.

EC Chairman

Date

Policy Council Chair

Date



August

Agenda Item #9



CONCHO VALLEY
COUNCIL OF GOVERNMENTS
5430 Link Road • San Angelo, TX 76904
325-944-9666

To: Executive Board and Policy Council

From: Carolina Raymond - Director of Head Start

Date: August 12th, 2026

Re: One-Time Supplemental Fund

Consider and take appropriate action concerning the request of a One-Time Supplemental Fund for Playground Upgrades up to \$650,000.

EC Chairman

Date

Policy Council Chair

Date



August

Agenda Item #10



August 2026

Director's Report



July Head Start / Early Head Start not in Session

June Enrollment Data	Funded Enrollment	Reported Enrollment	Percent of Enrollment	Attendance Greater than 85%	Attendance Less than 85%
Early Head Start/Pregnant Mom	128	128	100%		

Live Disability Data	Current	Reported Enrollment	Percent of Enrollment
EHS Children with IFSP	15	120	13%

June Nutrition Data	Breakfast	Lunch	Snack	Total
Early Head Start	1,699	1,798	1,049	4,546



To complete an application please contact the following sites below:



School	Director	Family Service Workers	Hours Operation	Phone
Day Head Start Early Head Start	Comoshontai Hollis	Nelda Garza Lori Palacios Ana Rios Laura Cortinas	7:45 am - 3:30 pm	325-481-3395
Eldorado Head Start	Abigail Ussery	Abigail Ussery	7:45 am - 3:30 pm	325-853-3366
Menard Head Start Early Head Start	Marsha Wallace	Marsha Wallace	7:45 am - 3:30 pm	325-396-2885
Ozona Head Start	Tracy Ybarra	Tracy Ybarra	7:45 am - 3:30 pm	325-392-3429
San Jacinto Head Start Early Head Start	Michelle Aguirre	Rebecca Salinas Maria Vasquez Emily Ceballos Mary Torres Christina Barrera	7:45 am – 3:30 pm	325-659-3670

HEAD START Admin Staff

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

Carolina Raymond - Director

Stephanie Hernandez - Assistant Director / Early Head Start Education Manager

Stacy Walker - Education & Disability Manager/ Data Specialist

Ofelia Barron - ERSEA & Facility Manager

Mary Husted - Compliance & Nutrition Specialist

Madelyn Herrera - Family & Community, Parent Engagement Manager

Melissa Miranda - Health & Mental Health Manager

Maida Rojas - Classroom Specialist

Program News:

- Early Head Start returned to school on August 3rd, 2026. Head Start will return August 13th, 2026.
- Completed all Staff In- Service training this year's theme was "Magic Happens in Head Start"
- Held Head Start Open Registration at Concho Valley Transit on August 4th, 2026 and completed 69 applications.
- All deficiencies have been marked as corrected!

In – Service Training Week



August 2026

WE'RE

HIRING

JOIN OUR TEAM

CVCOG Head Start

SCAN ME



Job Positions Available

1. San Jacinto Head Start Teacher, RM #28
2. Day Head Start Family Service Worker
3. Ozona Head Start Universal Substitute

To Apply: Scan the QR Code or Contact us at!
CVCOG Head Start/Early Head Start
325-944-9666 / <https://www.cvcog.org/cvcog/>
5430 Link Rd. San Angelo, TX 76903