



CORPORATE BOARD MEETING

January 18, 2022

5:30 PM

Board of Directors

Clent Stewart
Chair

Lori Thrower
Vice Chairman

Sharon Pyeatt
Secretary

Phyllis Weaver
Treasurer

Gerald Murray
Past Chair

Rhonda Weber

Dana Moore

Becky Tannery

Golda Slawinski, JD

Joseph Blanchard

LeAnne Pence

Leroy Giles

Tiffany Henry (PC Liaison)

Wendy Swatek, JD, MPA
Executive Director

AGENDA

I. Call to Order

II. Presentation of the Independent Audit

III. Approval of the Minutes of the November 16, 2021 Board Meeting.

IV. Acceptance of Financial Reports

- A. October, 2021
- B. November, 2021

V. Standing Business

- A. Discussion and/or Action re: Approval of Proposed Facility Projects Including Equipment Purchases Over \$5000.
- B. Discussion and/or Action re: Approval of Report on Policy Council Meeting from Board Liaison/Policy Council Member.

VI. Consent Agenda

- A. Discussion and/or Action re: Acceptance of the Head Start Director's Report for November and December, 2021.
 - 1. Enrollment
 - 2. Facilities
 - 3. Accidents
 - 4. Volunteer In-Kind
 - 5. Average Daily Attendance
 - 6. Meals Served (CACFP)
- B. Discussion and/or Action re: Acceptance of the Youth Services Program Statistical and Counseling Statistics for November and December, 2021.
- C. Discussion and/or Action: Acceptance of the Cleveland County Commissioners 2022 Holiday Schedule.
 - 1. Approval of the Modification to the Thanksgiving Holiday Break Schedule.

1333 W. Main Norman, Oklahoma 73069 (405) 292-6440 Fax: (405) 292-6442

All roads lead to home

VII. Old Business

None

VIII. New Business

- A. Discussion and/or Action re: Approval of the 401(k) Quarterly Report for October, November and December, 2021
- B. Discussion and/or Action re: Approval of the Child Care Subsidy Audit.
- C. Discussion and/or Action re: Approval of the HS/EHS Program Year 2021-2022 Year End Spending Summary to Include COVID Allocations and Possible Carry Forward Request.
 - 1. Land Purchase
- D. Discussion and/or Action re: Update and Approval of Applying for the HS/EHS Lincoln and Seminole Grant 06CH12045 Due February 2, 2021.
- E. Discussion and/or Action re: Update of the New CC/Head Start and OSHA Requirements Regarding COVID 19.
 - 1. New Head Start Performance Standards Regarding the Vaccine and Mask Mandate.
- F. Discussion and/or Action re: Update of the "Update on the Full Enrollment Initiative."
- G. Approval of Changes to HS/EHS Personnel Policies.
 - 1. Approval of the Modification to the EHS Leave and Holiday Benefits Schedule.
 - 2. Approval of the Modification to the HS/EHS Tuition Assistance Program.
- H. Discussion and/or Action re: Review of Accessibility Plan and Information Report for FY 2022.
- I. Discussion and/or Action re: Approval of the following:
 - 1. Quarterly Cash Review for 1st Quarter 7-1-21 – 9-30-21.
 - 2. Quarterly Medicaid Review for 1st Quarter 7-1-21 – 9-30-21.
- J. Discussion and/or Action re: Acceptance of the Youth Services 1st and 2nd Quarter Incident Reports.
- K. Discussion and/or Action re: Update from the Field
 - 1. Education Engine.
 - 2. Thrivent Financial
- L. Other Business Not Known at Time of Agenda Preparation.

IX. Announcement

- 1. Board Recruiting
- 2. Open Positions

X. Adjournment

Crossroads Youth & Family Services, Inc.

BOARD MEETING MINUTES

November 16, 2021

BOARD MEMBERS PRESENT: Clent Stewart (Chair), Lori Thrower (Vice Chair), Golda Phyllis Weaver (Treasurer), Gerald Murray (Past Chair), Becky Tannery, Golda Slawinski, and Rhonda Weber.

OTHERS PRESENT: Wendy Swatek, Kate Butler, John Griffith, Terrie Vicknair, Denise McClure, Christabel Suthers, Jennifer Prince, Karlee Mar hall, and Tydree Lewis.

Prior to the meeting at 6:00 PM:

Shared Governance, Decision Making, and ERSEA Training were presented by Terrie Vicknair.

Fiscal Training was presented by Patricia Wiggs.

I. Call to Order

Chairman Clent Stewart determined that a quorum was present, and the meeting was called to order at 6:05 pm.

II. Approval of the Minutes

A. October 19, 2021

A motion to approve the Minutes of the October 19, 2021 Board Meeting Minutes was made by Rhonda Weber; followed by a second, the motion carried.

III. Acceptance of Financial Reports

A. September 2021

B. Discussion and/or Action re: Acceptance of the PPP Loan Waiver Letter/Notice of Award.

A motion to approve the September 2021 Financial Report and the PPP Loan Waiver Letter/Notice of Award was made by Golda Slawinski; followed by a second, motion carried.

IV. Standing Business

- A. **Discussion and/or Action re:** Approval of Proposed Facility Projects Including Equipment Purchases Over \$5,000.
None at this time.
- B. **Discussion and/or Action re:** Approval of Report on Policy Council Meeting from Board Liaison/Policy Council Member:
HS/EHS Program Director Terrie Vicknair stated that there was not a Policy Council Meeting in October 2021.

V. **Consent Agenda**

- A. **Discussion and/or Action re:** Acceptance of the HS/EHS Director's Report for October 2021.
 - 1. Enrollment
 - 2. Facilities
 - 3. Accidents
 - 4. Volunteer In-Kind
 - 5. Average Daily Attendance
 - 6. Meals Served (CACFP)
- B. **Discussion and/or Action re:** Approval of the Youth Services and Counseling Statistics for October 2021.
- C. **Discussion and/or Action re:** Acceptance of the 2022 Board of Directors Meeting Schedule.
- D. **Discussion and/or Action re:** Proposal for Emergency Shelter Holiday Funds Allocation.
- E. **Discussion and/or Action re:** Acceptance of the Results of the DC-14-182-FY 2021, CACFP Administrative Review.
A motion to approve the Consent Agenda was made by Gerald Murray; followed by a second, the motion carried.

VI. **Old Business**

- A. **Discussion and/or Action re:** Acceptance of the Youth Services 4th Quarter Incident/ Accident Report.

A motion to accept the Youth Services 4th Quarter Incident/Accident Report was made by Rhonda Weber; followed by as second, the motion carried.

- B. **Discussion and/or Action re:** Update of the HS Grant 06CH010830 , Period 02001-2022-01-31-2023 regarding Application for Funding Submission Requirements Deadline 11-1-21.

A motion to accept the Update of the HS Grant No. 06CH010830, Period 02001-2022 - 01-31-2023 regarding Application for Funding Submission Requirements Deadline 11-1-21 was made by Rhonda Weber; followed by a second, motion carried.

VII. **New Business**

- A. **Discussion and/or Action re:** Approval of the Agency Budget Revision for 2021-2022. A motion to approve the Agency Budget Revision for 2021-2022 was made by Phyllis Weaver; followed by a second, motion carried.

- B. **Discussion and/or Action re:** OJA Peer Review Materials to be uploaded by December 19, 2021. Executive Director Wendy Swatek stated the Peer Review will probably be electronic again this year and completed by the week of the 13th Motion to accept the OJA Peer Review w s made by Rhonda Weber; followed by a second, motion carried.

- C. **Discussion and/or Action re:** CARF Survey to be completed electronically. Motion to accept the CARF Survey was made by Treasurer Phyllis Weaver, followed by a second, motion carried.

- D. **Discussion and/or Action re:** Approval of the 425 Federal Financial Report. Senior Accountant John Griffith stated the 425 Federal Financial Report was submi ed late (11-3-21, due 11-1-21) due to computer hacks within our organization however, we did notify the proper channels. Motion to accept the 425 Federal Financial Report was made by Rhonda Weber; followed by a second, motion carried.

- E. **Discussion and/or Action re:** Update of the Independent Audit. Senior Accountant John Griffith said the Auditors are here until the end of this week for completion of Audit. Motion to accept the Independent Audit Update was made by Phyllis Weaver; followed by as second, motion carried.


- F. **Discussion and/or Action re:** Longevity Pay or Crossroads Employees, Volunteers, and Contractors. Motion to accept the Longevity Pay was made by Past Chair Gerald Murray; followed by a second, motion carried.
- G. **Discussion and/or Action re:** Approval of the Following:
 - 1. Cash Audit 2021-2022
 - 2. Medicaid Audit 2021-2022
 Senior Accountant John Griffith stated the Cash and Medicaid Audit will be tabled until January 2022. Motion to table the Cash and Medicaid Audit was made by Past Chair Gerald Murray; followed by a second, motion carried.
- H. **Discussion and/or Action re:** Acceptance of the 2022 County Commissioners Holiday Resolution. Motion to table the 2022 County Commissioners Holiday Resolution was tabled by Past Chair Gerald Murray; followed by a second, motion carried.
- I. **Discussion and/or Action re:** Other Business Not Known at Time of Amgenca Preparation. None at this time.

VIII. **Announcements**

- 1. Board Recruiting
- 2. Open Positions

IX. **Adjournment**

There being no further business, a motion to adjourn was made by Treasurer, Phyllis Weaver; followed by a second, the motion carried, and the meeting was adjourned at 7:07 pm.


 Sharon Pyeatt [DocID: 30243731.CS]

Sharon Pyeatt, Board Secretary

Crossroads Youth & Family Services, Inc.
Balance Sheet
As of 10/31/2021

	Current Year	Prior Year
Assets		
Cash & Cash Equivalents		
Petty Cash	400.00	\$ 400.00
Cash in Arvest Bank	253,587.44	94,250.43
Cash in Republic Bank	593,500.17	584,577.19
BancFirst - Childcare Subsidies	54,220.67	41,902.47
Total Cash & Cash Equivalents	901,708.28	721,130.09
Other Current Assets		
Accounts Receivable	980,378.75	764,192.81
Employee Receivable	3,588.63	(195.83)
Prepaid Insurance	53,579.91	34,482.91
Prepaid Workers Comp	17,441.45	39,029.25
Prepaid Expense Other	6,889.50	0.00
Deposits	400.00	0.00
Total Other Current Assets	1,062,278.24	837,509.14
Long-term Assets		
Property & Equipment	4,576,938.83	3,923,482.75
Total Assets	\$ 6,540,925.35	\$ 5,482,121.98
Liabilities		
Accounts Payable	\$ 229,142.24	\$ 289,713.21
Deferred Revenue	\$ -	\$ 5,000.00
Accrued Workers Comp	21,312.36	53,394.41
Accrued Wages	244,046.42	227,228.84
Accrued Vacation	96,890.63	82,973.67
Payroll Taxes Payable	70,641.12	69,312.31
Employee Insurance Withholding	5,550.92	3,893.84
Employee Retirement Withholding	14,826.57	13,451.63
Flexible Spending Account	7,925.38	8,651.42
Good Samaritan Account	0.00	0.00
Employee Garnishment	3,895.70	1,034.30
PPP Loan	0.00	156,200.00
Total Liabilities	694,231.34	910,853.63
Net Assets		
Beginning Net Assets	5,516,988.33	4,485,858.04
Temporarily Restricted Net Assets	364,284.23	86,457.61
Current YTD Net Income	(34,578.55)	(1,047.30)
Total Net Assets	5,846,694.01	4,571,268.35
Total Liabilities and Net Assets	\$ 6,540,925.35	\$ 5,482,121.98
	0.00	0.00

*Temp Restricted Assets is comprised of Shelter Clothing (\$6,311.46)
Restricted for Endowment (\$30,000.00) Youth Service Donations (\$10,434.57)
United Way car seats (\$3,037.41)**DHS Covid (\$120,700)
McMahon (\$23,333.32) Sarkeys (\$0.00) and CARMAX-Shelter (\$705.46)
United Way-Shelter (\$501.19) Exchange Club of Norman (\$1,300.00)
United Way-Launch 2021 (\$584.97) Norman Public Schools (\$46,957.71)
Centerpoint (\$3,333.32) CACFP (\$112,918.40) DHS (\$4,166.42)
**Originally presented as \$10,789.04

Crossroads Youth & Family Services, Inc.
Income Statement - Youth Services
Fiscal Year thru Period Ending October 31, 2021

33.33%

Description	Month to Date	Year to Date	Annual Budget	Percent	
CBYS - Outreach & FTOP	\$ 20,089.70	\$ 79,103.03	\$ 300,673.00	26.31%	
CBYS - Shelter	33,470.40	142,168.05	396,943.00	35.82%	31.72%
Municipal Shelter	0.00	0.00	0.00	0.00%	31.72%
OJA - CARS	4,079.19	17,271.51	96,999.00	17.81%	
Title XIX-Soonercare	20,617.64	29,488.88	120,000.00	24.57%	
Client Fees	0.00	30.00	1,000.00	3.00%	
DHS - Food Reimbursement	1,036.41	4,807.19	14,000.00	34.34%	
Contributions	54.24	286.68	5,000.00	5.73%	
Other Income	0.00	2,756.10	0.00	0.00%	
Insure Oklahoma-Health Care	0.00	1,272.00	10,000.00	12.72%	
Interest Income	956.83	3,142.62	10,000.00	31.43%	
Total Revenue	80,304.41	280,326.06	954,615.00	29.37%	
Salaries & Wages	37,476.56	149,237.48	478,667.00	31.18%	
Payroll Taxes	2,956.97	10,003.80	39,884.00	25.08%	
Employee Benefits	6,019.87	27,919.69	184,153.00	15.16%	
Workers Comp	825.33	5,018.54	17,225.00	29.14%	
Contract Labor	7,817.30	34,319.82	136,000.00	25.24%	
Training & Travel	106.60	560.83	8,325.00	6.74%	
Rent	679.75	2,719.87	8,740.00	31.12%	
Utilities	2,308.93	8,015.71	22,190.00	36.12%	
Communication	1,069.46	5,372.85	18,800.00	28.58%	
Repairs & Maintenance	2,123.96	14,263.43	31,250.00	45.64%	
Supplies & Postage	1,755.71	14,767.09	45,325.00	32.58%	
Printing/Pub/Ads	529.92	2,383.57	4,875.00	48.89%	
Program Recreation	0.00	56.00	1,000.00	5.60%	
Professional Fees	1,571.21	5,416.56	8,000.00	67.71%	
Dues and Memberships	6,726.00	6,755.04	5,300.00	127.45%	
Preplacement Screening	531.25	1,575.25	3,000.00	52.51%	
Insurance Exp	1,272.91	5,091.64	15,900.00	32.02%	
Miscellaneous Expense	420.68	2,012.00	5,000.00	40.24%	
Meals and Events	101.95	1,317.07	1,175.00	112.09%	
Total Expenditure	74,294.36	296,806.24	1,034,809.00	28.68%	
Net revenue over (under)	\$ 6,010.05	\$ (16,480.18)	\$ (80,194.00)	0.68%	

Crossroads Youth & Family Services, Inc.
Income Statement - Head Start
Fiscal Year thru Period Ending October 31, 2021

33.33%

Description	Month to Date	Year to Date	Annual Budget	Percent
Head Start Revenue	\$ 394,065.63	\$ 1,801,489.43	\$ 5,513,301.00	32.68%
Early Head Start Revenue	422,887.07	1,758,491.59	5,863,724.00	29.99%
HS/EHS Revenue - COVID-19	4,310.02	20,914.45	700,067.00	2.99%
DHS COVID Supplemental	0.00	130,099.49	0.00	0.00%
State Appropriated Funds	13,883.51	52,898.61	163,967.00	32.26%
Oklahoma Early Childhood Program	13,448.19	56,666.31	170,000.00	33.33%
Donations - Centerpoint/Sarkeys/McMahc	3,333.34	13,333.36	80,000.00	16.67%
CACFP - USDA	57,479.21	174,190.58	788,998.00	22.08%
Child Care Subsidy	70,715.12	190,630.01	662,227.00	28.79%
E-Rate Reimbursement	0.00	996.54	30,000.00	3.32%
Insure Oklahoma-Health Care	5,877.82	27,612.87	0.00	0.00%
Other Income	21,927.74	22,677.74	0.00	0.00%
Total Revenue	1,007,927.65	4,250,000.98	13,972,284.00	30.42%
Salaries & Wages	538,613.50	2,248,275.53	7,542,137.00	29.81%
Payroll Taxes	21,964.66	145,193.11	632,395.00	22.96%
Employee Benefits	154,561.92	612,329.03	2,316,306.00	26.44%
Workers Comp	5,436.69	25,621.83	64,879.00	39.49%
Contract Labor	5,550.00	22,200.00	0.00	0.00%
Equipment	0.00	0.00	39,076.00	0.00%
Training & Travel	10,647.74	64,472.07	272,901.00	23.62%
Child Services	6,145.63	37,765.25	55,999.00	67.44%
Rent	26,990.18	107,961.85	312,010.00	34.60%
Utilities	20,718.83	72,545.30	246,899.00	29.38%
Communication	10,527.24	42,877.88	109,576.00	39.13%
Repairs & Maintenance	40,056.04	190,624.22	782,477.00	24.36%
Supplies & Postage	68,057.32	317,858.25	569,104.00	55.85%
Printing/Pub/Ads	7,079.43	61,750.61	96,589.00	63.93%
Professional Fees	10,596.17	32,094.32	86,800.00	36.98%
Dues and Memberships	0.00	440.26	0.00	0.00%
Preplacement Screening	756.00	7,088.10	16,284.00	43.53%
Insurance Exp	12,295.67	49,182.68	120,783.00	40.72%
Meals and Events	176.14	552.00	4,071.00	13.56%
Miscellaneous	0.00	0.00	0.00	0.00%
USDA Reimburse Food	71,087.83	224,502.05	703,998.00	31.89%
Total Expenditure	1,011,260.99	4,263,334.34	13,972,284.00	30.51%
Net revenue over (under)	\$ (3,333.34)	\$ (13,333.36)	\$ -	0.00%

Crossroads Youth & Family Services, Inc.
Income Statement - Wewoka Head Start
Fiscal Year thru Period Ending October 31, 2021

33.33%

Description	Month to Date	Year to Date	Annual Budget	Percent
Head Start Revenue	\$ 118,360.29	\$ 370,352.00	\$ 1,626,908.00	22.76%
HS Revenue - COVID-19	24,062.00	202,045.00	345,813.00	58.43%
Other Income	0.00	0.00	0.00	0.00%
Total Revenue	142,422.29	572,397.00	1,972,721.00	29.02%
Salaries & Wages	71,422.93	216,297.83	1,014,112.00	21.33%
Payroll Taxes	5,860.77	17,209.95	85,122.00	20.22%
Employee Benefits	15,663.06	36,492.05	333,772.00	10.93%
Workers Comp	386.73	1,590.01	6,886.00	23.09%
Contract Labor	0.00 #	0.00	0.00	0.00%
Equipment	0.00	0.00	0.00	0.00%
Training & Travel	3,138.52	10,168.39	29,474.00	34.50%
Child Services	217.59	2,437.24	17,143.00	14.22%
Rent	1,056.67	2,756.68	3,600.00	76.57%
Utilities	2,135.90	9,215.49	5,800.00	158.89%
Communication	1,648.59	4,506.99	5,000.00	90.14%
Repairs & Maintenance	27,783.51	194,063.50	366,475.00	52.95%
Supplies & Postage	4,431.89	42,867.71	57,999.00	73.91%
Printing/Pub/Ads	3,075.82	12,726.36	17,212.00	73.94%
Professional Fees	20.00	20.00	12,000.00	0.17%
Dues and Memberships	0.00	2,879.86	0.00	0.00%
Preplacement Screening	775.00	7,980.84	8,126.00	98.21%
Insurance Exp	0.00	0.00	10,000.00	0.00%
Meals and Events	0.00	678.46	0.00	0.00%
Miscellaneous	0.00	0.00	0.00	0.00%
USDA Reimburse Food	4,805.31	10,505.64	0.00	0.00%
Total Expenditure	142,422.29	572,397.00	1,972,721.00	29.02%
Net revenue over (under)	\$ -	\$ -	\$ -	0.00%

Statement of Revenues and Expenditures			
Shelter Clothing Donations			
As of October 31, 2021			
Revenues			
Opening Revenue Balance	\$	6,928.00	
CrossPointe Church - 2/6/2017	\$	125.00	
CrossPointe Church - 2/6/2017	\$	225.00	
CrossPointe Church - 4/6/2017	\$	96.00	
CrossPointe Church - 5/31/2017	\$	285.50	
Network for Good - 12/19/2018	\$	50.00	
Network for Good - 1/25/2019	\$	22.00	
Network for Good - 3/1/2019	\$	497.00	
Harris Foundation-10/26/2021	\$	6,000.00	
Total Revenues	\$	14,228.50	
Expenses			
Clothing-Wal Mart July 22, 2016	\$	53.52	
Clothing-Wal Mart August 4, 2016	\$	56.31	
Clothing-Wal Mart August 11, 2016	\$	121.91	
Clothing-Ross September 1, 2016	\$	460.64	
Clothing-Ross September 20, 2016	\$	225.51	
Clothing-Walmart December 22, 2016	\$	165.16	
Clothing-Walmart February 10, 2017	\$	92.14	
Clothing-Ross March 24, 2017	\$	531.30	
Clothing-Walmart May 13, 2017	\$	299.31	
Clothing-Walmart May 31, 2017	\$	199.54	
Clothing-Ross July 14, 2017	\$	387.41	
Clothing-Walmart August 25, 2017	\$	219.82	
Clothing-Walmart October 19, 2017	\$	105.84	
Clothing-Walmart October 30, 2017	\$	101.64	
Clothing-Walmart December 19, 2017	\$	205.89	
Clothing-Ross May 23, 2018	\$	184.84	
Clothing-Ross May 30, 2018	\$	789.85	
Clothing-Ross May 30, 2018	\$	(859.61)	Credit
Clothing-Ross May 30, 2018	\$	858.96	
Clothing-JC Penny June 5, 2018	\$	122.22	
Clothing-Ross June 28, 2018	\$	411.81	
Clothing-Ross October 26, 2018	\$	67.61	
Clothing-Ross December 21, 2018	\$	319.77	
Clothing-Ross December 21, 2018	\$	289.46	
Clothing-DSW December 21, 2018	\$	122.97	
Clothing-Walmart December 21, 2018	\$	117.70	
Clothing-Walmart April 8, 2019	\$	17.98	
Clothing-Walmart May 7, 2019	\$	277.24	
Clothing-Walmart June 18, 2019	\$	62.93	
Clothing-Walmart October 28, 2019	\$	361.62	
Clothing-Walmart October 30, 2019	\$	784.34	
Clothing-JC Penny January 24, 2020	\$	18.49	
Clothing-Walmart June 03, 2020	\$	177.63	
Clothing-Walmart June 18, 2020	\$	25.01	
Clothing-Walmart November 01, 2020	\$	426.29	
Clothing-Target December 23, 2020	\$	113.99	
Total Expenses	\$	7,917.04	
Net Revenue (Temporarily Restricted)	\$	6,311.46	

HEADSTART																		
9 All Counties																		
Description	Total	Less Admin Portion	Month 9		Actual Exp		Actual		(Over) Under Program	Admin Budget	Month 9		Actual Exp		Actual		Total (Over) Under	
			October	October	October	October	YTD	YTD			October	October	YTD	YTD	October	October		YTD
Salary	3,510,128	2,983,609	2,237,707	2,237,707	216,668	1,941,467	1,941,467	296,240	526,519	394,889	37,796	378,332	378,332	16,558	312,788			
Payroll taxes	303,392	257,883	193,412	193,412	4,888	91,441	91,441	101,972	45,509	34,132	2,477	26,221	26,221	7,911	109,882			
Benefits	1,249,667	1,062,217	796,663	796,663	66,528	624,388	624,388	172,275	187,450	140,588	7,772	70,246	70,246	70,342	242,617			
Travel/Training	36,140	30,719	23,039	23,039	439	1,632	1,632	21,407	5,421	4,066	903	1,252	1,252	2,814	24,221			
Equipment	27,762	23,598	17,698	17,698	0	0	0	17,698	4,164	3,123	0	0	0	3,123	20,822			
Supplies	199,580	169,643	127,232	127,232	29,861	245,985	245,985	(118,753)	29,937	22,453	1,864	31,307	31,307	(8,855)	(127,608)			
Contract Labor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Rent	145,715	123,858	92,893	92,893	8,675	77,488	77,488	15,405	21,857	16,393	3,082	27,738	27,738	(11,346)	4,060			
Utilities/Telephone	235,643	200,297	150,222	150,222	15,872	131,288	131,288	18,935	35,346	26,510	1,735	12,945	12,945	13,565	32,500			
Bldg/Child Liab Ins	72,177	61,350	46,013	46,013	6,690	62,648	62,648	(16,636)	10,827	8,120	889	7,998	7,998	122	(16,513)			
Bldg Maint/Rep	165,380	140,573	105,430	105,430	18,580	273,042	273,042	(167,612)	24,807	18,605	3,461	9,249	9,249	9,356	(158,256)			
Local Travel	61,753	52,490	39,368	39,368	2,783	21,542	21,542	17,825	9,263	6,947	1,718	5,201	5,201	1,746	19,572			
Child Service Consultants	47,999	47,999	35,999	35,999	5,687	55,444	55,444	(19,445)	0	0	0	0	0	0	(19,445)			
Accounting & Legal	61,406	0	0	0	98	1,995	1,995	(1,995)	61,406	46,055	8,763	56,233	56,233	(10,178)	(12,174)			
Publications/Adv/Print	50,696	43,092	32,319	32,319	3,725	55,131	55,131	(22,812)	7,604	5,703	421	4,010	4,010	1,693	(21,119)			
Training	35,748	30,396	22,789	22,789	330	31,716	31,716	(8,927)	5,362	4,022	393	5,161	5,161	(1,139)	(10,066)			
Preplacement Screening	11,125	9,456	7,092	7,092	480	7,026	7,026	66	1,669	1,252	0	57	57	1,195	1,261			
Meals & Events	5,950	5,058	3,793	3,793	0	0	0	3,793	893	669	92	288	288	381	4,174			
Food	419,000	419,000	314,250	314,250	35,384	234,416	234,416	79,834	0	0	0	0	0	0	79,834			
Food Related	36,000	36,000	27,000	27,000	3,619	25,338	25,338	1,662	0	0	0	0	0	0	1,662			
CACFP Reimbursement	(540,001)	(540,001)	(405,001)	(405,001)	(30,469)	(186,827)	(186,827)	(218,174)	0	0	0	0	0	0	0	(218,174)		
	6,135,260	5,157,226	3,867,919	3,867,919	389,838	3,695,161	3,695,161	172,759	978,034	733,526	71,365	636,237	636,237	97,289	270,047			

EARLY HEADSTART	All Counties													Total (Over) Under
	Description	Total	Less Admin Portion	Month 9 October	Actual Exp October	Actual YTD	(Over) Under Program	Admin Budget	Month 9 October	Actual Exp October	Actual YTD	(Over)/Under Program	Total (Over) Under	
Salary	3,814,306	3,242,160	2,431,620	225,582	2,058,372	373,248	572,146	429,109	30,210	290,446	138,664	511,912		
Payroll taxes	318,244	270,507	202,881	10,817	149,678	53,202	47,737	35,802	1,932	20,196	15,607	68,809		
Benefits	1,296,424	1,101,960	826,470	71,991	621,570	204,900	194,464	145,848	6,191	54,427	91,421	296,321		
Travel/Training	35,649	30,302	22,726	361	1,250	21,476	5,347	4,011	471	645	3,366	24,842		
Equipment	11,314	9,617	7,213	0	0	7,213	1,697	1,273	0	0	1,273	8,486		
Supplies	157,394	133,785	100,339	31,165	190,247	(99,908)	23,609	17,707	1,045	24,286	(6,579)	(96,488)		
Contract Labor	0	0	0	0	0	0	0	0	0	0	0	0		
Rent	166,295	141,351	106,013	12,571	111,793	(5,780)	24,944	18,708	2,663	23,966	(5,257)	(11,036)		
Utilities/Telephone	148,986	126,638	94,979	12,231	94,350	629	22,348	16,761	1,220	9,235	7,526	8,155		
Bldg/Child Liab Ins	48,606	41,315	30,986	4,186	38,869	(7,882)	7,291	5,468	531	4,776	692	(7,190)		
Bldg Maint/Rep	120,050	102,043	76,532	15,573	204,776	(128,244)	18,008	13,506	2,443	7,040	6,466	(121,778)		
Local Travel	28,017	23,814	17,861	1,583	12,267	5,594	4,203	3,152	929	2,751	401	5,994		
Child Service Consultants	8,000	8,000	6,000	459	6,923	(923)	0	0	0	0	0	(923)		
Accounting & Legal	25,394	0	0	0	1,061	(1,061)	25,394	19,046	7,286	39,051	(20,005)	(21,066)		
Publications/Adv/Print	45,893	39,009	29,257	2,606	35,369	(6,112)	6,884	5,163	327	3,185	1,978	(4,134)		
Training	75,595	64,256	48,192	360	23,209	24,983	11,339	8,504	377	2,746	5,758	30,741		
Preplacement Screening	9,230	7,846	5,884	276	4,441	1,443	1,385	1,038	0	30	1,009	2,452		
Meals & Events	3,160	2,686	2,015	0	0	2,015	474	356	84	264	92	2,106		
Food	233,000	233,000	174,750	29,291	197,296	(22,546)	0	0	0	0	0	(22,546)		
Food Related	16,000	16,000	12,000	2,794	19,984	(7,984)	0	0	0	0	0	(7,984)		
CACFP Reimbursement	(249,000)	(249,000)	(188,750)	(27,011)	(212,464)	25,714	0	0	0	0	0	25,714		
	6,312,557	5,345,289	4,008,966	394,835	3,558,990	449,976	967,268	725,451	55,707	483,043	242,409	692,385		
	12,447,817	10,502,514	7,876,886	784,673	7,254,151	622,735	1,945,303	1,458,977	127,072	1,119,280	339,698	962,432		

HEADSTART	4 Lincoln/Seminole HS												Total (Over) Under		
	Description	Total	Less Admin Portion		Month 4		Actual Exp		Admin Budget		Month 4			Actual YTD	(Over)/Under Program
			Oct	YTD	Oct	YTD	Oct	YTD	Oct	YTD	Oct	YTD			
Oct-21															
Salary	1,014,112	861,995	287,332	55,470	154,010	133,321	152,117	50,706	62,288	15,953	62,288	(11,562)	121,740		
Payroll taxes	92,008	78,207	26,069	4,612	12,355	13,714	13,801	4,600	4,855	1,249	4,855	(255)	13,459		
Benefits	333,772	283,706	94,569	12,942	27,125	67,444	50,066	16,689	10,958	3,108	10,958	5,731	73,175		
Travel/Training	8,200	6,970	2,323	81	81	2,243	1,230	410	0	0	410	410	2,653		
Equipment	0	0	0	0	0	0	0	0	0	0	0	0	0		
Supplies	57,999	49,299	16,433	4,432	13,943	2,490	8,700	2,900	0	0	2,900	2,900	5,390		
Contract Labor	0	0	0	0	0	0	0	0	0	0	0	0	0		
Rent	3,600	3,060	1,020	1,057	2,757	(1,737)	540	180	0	0	180	180	(1,557)		
Utilities/Telephone	10,800	9,180	3,060	3,784	13,698	(10,638)	1,620	540	0	0	25	515	(10,122)		
Bldg/Child Liab Ins	10,000	8,500	2,833	0	0	2,833	1,500	500	0	0	0	500	3,333		
Bldg Maint/Rep	20,662	17,563	5,854	3,722	20,944	(15,089)	3,099	1,033	0	0	1,033	1,033	(14,056)		
Local Travel	4,480	3,808	1,269	2,842	9,255	(7,986)	672	224	0	0	224	224	(7,762)		
Child Service Consultants	17,143	17,143	5,714	218	2,437	3,277	0	0	0	0	0	0	3,277		
Accounting & Legal	12,000	0	0	20	2,900	(2,900)	12,000	4,000	0	0	4,000	4,000	1,100		
Publications/Adv/Print	17,212	14,630	4,877	3,076	12,726	(7,850)	2,582	861	0	0	861	861	(6,989)		
Training	16,794	14,275	4,758	216	833	3,926	2,519	840	0	0	840	840	4,765		
Preplacement Screening	8,126	6,907	2,302	775	7,981	(5,678)	1,219	406	0	0	406	406	(5,272)		
Meals & Events	0	0	0	0	678	(678)	0	0	0	0	0	0	(678)		
Food	0	0	0	4,805	10,505	(10,505)	0	0	0	0	0	0	(10,505)		
Food Related	0	0	0	0	0	0	0	0	0	0	0	0	0		
CACFP Reimbursement	0	0	0	(3,792)	(3,792)	3,792	0	0	0	0	0	0	3,792		
	1,626,908	1,375,243	458,414	94,258	288,434	169,980	251,665	83,888	20,310	78,125	5,763	175,743			
	1,626,908	1,375,243	458,414	94,258	288,434	169,980	251,665	83,888	20,310	78,125	5,763	175,743			

Credit Card Purchases October 2021				
Purchaser				
Gary Cooner	10/21/2021	Amazon.com	202.72	UPS Battery Backup for Camera Servers (Moore and Noble)
Donna Benson	10/4/2021	American Red Cross	120.00	First Aid, CPR Training for HS/EHS Staff
Donna Benson	10/21/2021	American Red Cross	163.20	First Aid, CPR Training for HS/EHS Staff
Terrie Vicknair	9/30/2021	Holiday Inn Express	328.28	Room for Terrie Vicknair
Randi Hottinger	9/27/2021	Flamingo Hotel	197.00	Rooms for ChildPlus Conference-Marcy Reeves
Randi Hottinger	9/27/2021	Flamingo Hotel	197.00	Rooms for ChildPlus Conference-Tabatha Rounds
Randi Hottinger	9/27/2021	Flamingo Hotel	197.00	Rooms for ChildPlus Conference-Any Gregg
Randi Hottinger	9/27/2021	Flamingo Hotel	197.00	Rooms for ChildPlus Conference-Jennifer Calvillo
Randi Hottinger	9/29/2021	Care Courses	107.00	Books for Ashli Price (PTT-Union St)
Randi Hottinger	9/29/2021	Feldsman Tucker	1999.00	Fiscal Training for Jennifer Martinez
Randi Hottinger	9/30/2021	Flamingo Hotel	217.80	Rooms for ChildPlus Conference-Marcy Reeves
Randi Hottinger	9/30/2021	Flamingo Hotel	217.80	Rooms for ChildPlus Conference-Tabatha Rounds
Randi Hottinger	9/30/2021	Flamingo Hotel	217.80	Rooms for ChildPlus Conference-Any Gregg
Randi Hottinger	9/30/2021	Flamingo Hotel	217.80	Rooms for ChildPlus Conference-Jennifer Calvillo
Randi Hottinger	10/7/2021	Southwest	292.96	Terrie Vicknair SHINE Conf.
Randi Hottinger	10/7/2021	Southwest	292.96	Wendy Swatek SHINE Conf.
Randi Hottinger	10/8/2021	Walmart.com	383.22	Kitchen Supplies for NBHD EHS
Darlene Chatagnier	10/2/2021	Indeed	368.13	Employment Ads
Darlene Chatagnier	10/4/2021	Indeed	509.55	Employment Ads
Darlene Chatagnier	10/8/2021	Indeed	531.62	Employment Ads
Darlene Chatagnier	10/19/2021	Indeed	501.64	Employment Ads
Darlene Chatagnier	10/22/2021	Indeed	504.98	Employment Ads
Darlene Chatagnier	10/25/2021	Indeed	516.20	Employment Ads
Christabel Suthers	9/27/2021	Walmart.com	368.44	Shelter Food and Supplies
Christabel Suthers	10/9/2021	Walmart.com	377.75	Shelter Food and Supplies
Christabel Suthers	10/21/2021	Walmart.com	260.70	Shelter Food and Supplies
Christabel Suthers	10/22/2021	Domino's	120.10	Pizza for Shelter Residents
Christabel Suthers	10/22/2021	Walmart.com	134.05	Shelter Food and Supplies
Wendy Swatek	10/16/2021	Vonage Business	211.94	Monthly Charges (Youth Services)
Wendy Swatek	10/19/2021	Zoom	199.90	Video Communications
Brittini Ocegueda	9/30/2021	Daycare Furn.	110.95	Baby Mat for Chateau
Stacie Casey	10/19/2021	American Red Cross	192.00	First Aid, CPR Training for HS/EHS Staff
Brittini Cowles	10/13/2021	Care Courses	214.00	CDA Books for FS,CC
Brittini Cowles	10/13/2021	Legend Driven Honda	299.49	CC Van Maint
Mike Templeton	9/27/2021	Dumpster Budget	480.00	Shelter Rental
Mike Templeton	10/2/2021	The Home Depot	150.00	Concrete Saw Rental for Stroud
Mike Templeton	10/4/2021	Dumpster Budget	200.00	Shelter Rental
Mike Templeton	10/4/2021	Dumpster Budget	480.00	Shelter Rental
Mike Templeton	10/6/2021	BNB Technology	879.99	Monthly Datta Backup
Mike Templeton	10/14/2021	Walmart	2063.63	Screens for Training
Mike Templeton	10/21/2021	Cruise In Auto Spa	134.82	Oil Change & Wash for Maint Truck
Mike Templeton	10/25/2021	Pottawatomie Co	1100.00	Install Water Meter at Bethel
Denise McClure	10/6/2021	Zingz & Thingz	553.13	Zen Gardens for Epic Boxes
Denise McClure	10/7/2021	Pikepass	200.00	Pikepass
Denise McClure	10/7/2021	Quintella Printing	426.00	Print AP Checks
Denise McClure	10/13/2021	UNIV Collections	3200.00	Tuition Balance for Tydree Lewis
Denise McClure	10/20/2021	Marcos Pizza	174.34	Board Meeting Food
Denise McClure	10/20/2021	Care Courses	117.00	Books for Union st
Denise McClure	10/21/2021	Hilton Garden Inn	168.21	Room for Jennifer Calvillo



CROSSROADS YOUTH & FAMILY
Statement Closing Date: 10/27/21

Corporate Account Summary

Previous Balance		\$16,312.28
Purchases and other Charges	+	\$23,862.57
Cash Advances	+	\$0.00
Credits	-	\$200.00
Payments	-	\$16,312.28
Late Payment Charge	+	\$0.00
Finance Charges	+	\$0.00
New Balance		\$23,662.57
Disputed Amount		\$0.00

Corporate Account Summary

Past Due Amount	\$0.00
Credit Limit	\$50,000.00
Available Credit Limit	\$26,337.43
Cash Advance Credit Limit	\$0.00
Days in Billing Cycle	30
Statement Closing Date	10/27/21
Minimum Payment Due	\$710.00
Payment Due Date	11/21/21

Call Customer Service 1-800-356-8085
Lost or Stolen Credit Card 1-800-356-8085

Manage your account online at:
www.arvest.com

Please send billing inquiries and correspondence to:
ARVEST BANK
P.O. BOX 6139
NORMAN, OK 73070-6139

Corporate Account Activity

Trans Date	Post Date	Reference Number	Description	Amount
10/14	10/14	74494571287128700001796	PAYMENT RECEIVED - THANK YOU	-\$16,312.28

Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual rate on your account.

Type of Balance	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Interest Charge
PURCHASES	10.24% (v)	\$0.00	\$0.00
CASH ADVANCES	10.24% (v)	\$0.00	\$0.00

(v) = Variable Rate

REWARDS SUMMARY

Previous Balance	Earned	Other Adjustments	Redeemed	Current Balance
481,053	23,575	0	0	504,628

DETACH HERE: To ensure proper credit, please include lower portion with your payment.

ARVEST BANK
P.O. BOX 6139
NORMAN, OK 73070-6139

Account Number [REDACTED]
New Balance \$23,662.57
Minimum Payment Due \$710.00
Payment Due Date 11/21/21

New address, phone number or email? PRINT on back.

Amount enclosed \$ [REDACTED]

To ensure proper credit, please return this portion with your payment. Make checks payable to CARD SERVICES.

CROSSROADS YOUTH & FAMILY
ACCOUNTS PAYABLE
1333 W MAIN ST
NORMAN OK 73069-6864

Arvest Bank
PO BOX 2149
Lowell AR 72745



Account Number: [REDACTED]
 CROSSROADS YOUTH & FAMILY
 Statement Closing Date: 10/27/21

Cardholder Account Summary					
Name and Account Number	Credit Limit	Credits	Purchases	Cash Advances	Total Activity
GARY COONER [REDACTED]	\$9,000	\$0.00	\$338.74	\$0.00	\$338.74
DONNA BENSON [REDACTED]	\$4,000	\$0.00	\$283.20	\$0.00	\$283.20
TERRIE VICKNAIR [REDACTED]	\$4,500	\$0.00	\$328.28	\$0.00	\$328.28
RANDI HOTTINGER [REDACTED]	\$18,000	\$200.00	\$5,238.58	\$0.00	\$5,038.58
DARLENE CHATAGNIER [REDACTED]	\$5,000	\$0.00	\$3,582.12	\$0.00	\$3,582.12
CHRISTABEL SUTHERS [REDACTED]	\$4,000	\$0.00	\$1,581.01	\$0.00	\$1,581.01
WENDY SWATEK [REDACTED]	\$4,500	\$0.00	\$415.96	\$0.00	\$415.96
TYDREE LEWIS [REDACTED]	\$4,500	\$0.00	\$515.11	\$0.00	\$515.11
BRITTANY OCEGUEDA [REDACTED]	\$4,000	\$0.00	\$235.95	\$0.00	\$235.95
STACIE CASEY [REDACTED]	\$4,000	\$0.00	\$192.00	\$0.00	\$192.00
BRITTM COWLES [REDACTED]	\$4,000	\$0.00	\$603.49	\$0.00	\$603.49
MIKE TEMPLETON [REDACTED]	\$10,000	\$0.00	\$5,630.70	\$0.00	\$5,630.70
DENISE MCCLURE [REDACTED]	\$10,000	\$0.00	\$4,917.43	\$0.00	\$4,917.43

Cardholder Account Activity

GARY COONER							
Trans Date	Post Date	Reference Number	Description	Amount			
		Credit Limit		Credits	Purchases	Cash Advances	Total Activity
		\$9,000		\$0.00	\$338.74	\$0.00	\$338.74
09/27	09/29	24692161271100916268611	INTERSTATE ALL BATTERY NORMAN OK	\$76.10			
09/28	09/30	24692161272100655979153	INTERSTATE ALL BATTERY NORMAN OK	\$48.93			
10/21	10/21	24692161294100516370687	AMZN MKTP US*2Y7ZY2N82 AMZN.COM/BILL WA	\$10.99			
10/21	10/22	24692161294100094444821	AMAZON.COM*2Y4A24860 AMZN.COMBILL WA	\$202.72			

DONNA BENSON							
Trans Date	Post Date	Reference Number	Description	Amount			
		Credit Limit		Credits	Purchases	Cash Advances	Total Activity
		\$4,000		\$0.00	\$283.20	\$0.00	\$283.20
10/04	10/05	24692161277100047815441	AMERICAN RED CROSS 800-733-2767 DC	\$120.00			
10/21	10/22	24692161294100025311271	AMERICAN RED CROSS 800-733-2767 DC	\$163.20			

TERRIE VICKNAIR							
Trans Date	Post Date	Reference Number	Description	Amount			
		Credit Limit		Credits	Purchases	Cash Advances	Total Activity
		\$4,500		\$0.00	\$328.28	\$0.00	\$328.28
09/30	10/04	24943001274708649590838	HOLIDAY INN EXPRESS & SU LAWTON OK 09/28/21 11542818	\$328.28			

RANDI HOTTINGER							
Trans Date	Post Date	Reference Number	Description	Amount			
		Credit Limit		Credits	Purchases	Cash Advances	Total Activity
		\$18,000		\$200.00	\$5,238.58	\$0.00	\$5,038.58
09/27	09/28	24113431271600221197171	THE WEBSTRAURANT STORE INC 717-392-7472 PA	\$36.53			
09/27	09/29	24943001271006155846303	FLAMINGO HOTEL RSVN 8662094732 NV 09/26/21 00095875188662094732	\$197.00			
09/27	09/29	24943001271006155846329	FLAMINGO HOTEL RSVN 8662094732 NV 09/26/21 00095875208662094732	\$197.00			
09/27	09/29	24943001271006155846337	FLAMINGO HOTEL RSVN 8662094732 NV 09/26/21 00095875218662094732	\$197.00			
09/27	09/29	24943001271006155846352	FLAMINGO HOTEL RSVN 8662094732 NV 09/26/21 00095875238662094732	\$197.00			
09/29	09/30	24431061272083343742969	FOOD EMPLOYEE PERMITS 253-649-1516 WA	\$10.00			
09/29	09/30	24431061272083742410523	FOOD EMPLOYEE PERMITS 253-649-1516 WA	\$20.00			
09/28	09/30	24013391272003435769347	CITY BITES 31 OLO 405-7011682 OK	\$72.21			

(transactions continued on next page)

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Cardholder Account Activity cont.

Trans Date	Post Date	Reference Number	Description	Amount
09/29	09/30	24113431273600222244830	THE WEBSTAIRANT STORE INC 717-392-7472 PA	\$85.50
09/29	09/30	24013391272003517289586	CARE COURSES 703-4481800 VA	\$107.00
09/29	09/30	24760621273300000211992	FELDESMAN TUCKER LEIFER F 202-4668960 DC	\$1,999.00
09/30	10/01	24431061273083311101049	FOOD EMPLOYEE PERMITS 253-649-1516 WA	\$10.00
10/01	10/04	74943001275006156030742	FLAMINGO HOTEL LAS VEGAS 8662094732 NV	-\$50.00
10/01	10/04	74943001275006156030767	FLAMINGO HOTEL LAS VEGAS 8662094732 NV	-\$50.00
10/01	10/04	74943001275006156030775	FLAMINGO HOTEL LAS VEGAS 8662094732 NV	-\$50.00
10/01	10/04	74943001275006156030783	FLAMINGO HOTEL LAS VEGAS 8662094732 NV	-\$50.00
10/01	10/04	24431061274083339306496	FOOD EMPLOYEE PERMITS 253-649-1516 WA	\$10.00
10/02	10/04	24431061275083716425538	FOOD EMPLOYEE PERMITS 253-649-1516 WA	\$10.00
09/30	10/04	24943001274006155858198	FLAMINGO HOTEL LAS VEGAS 8662094732 NV	\$217.80
09/30	10/04	24943001274006155858206	09/27/21 00095886628662094732 FLAMINGO HOTEL LAS VEGAS 8662094732 NV	\$217.80
09/30	10/04	24943001274006155858222	09/27/21 00095886618662094732 FLAMINGO HOTEL LAS VEGAS 8662094732 NV	\$217.80
09/30	10/04	24943001274006155858305	09/27/21 00095886648662094732 FLAMINGO HOTEL LAS VEGAS 8662094732 NV	\$217.80
10/05	10/06	24431061278083355057086	09/27/21 00095886708662094732 FOOD EMPLOYEE PERMITS 253-649-1516 WA	\$10.00
10/05	10/06	24431061278083710630395	FOOD EMPLOYEE PERMITS 253-649-1516 WA	\$20.00
10/08	10/08	24492161281000009896270	CENTER FOR EARLY CHILD THERMACUBE.CO OK	\$20.00
10/07	10/11	24692161281100035736546	SWA*EARLYBRD5269903090719 800-435-9792 TX VICKNAIR/TERRIE LYNN	\$25.00
10/07	10/11	24692161281100035736553	SWA*EARLYBRD5269903090720 800-435-9792 TX VICKNAIR/TERRIE LYNN	\$25.00
10/07	10/11	24692161281100035736561	SWA*EARLYBRD5269903090056 800-435-9792 TX GREGG/AMY	\$25.00
10/07	10/11	24692161281100035736579	SWA*EARLYBRD5269903090057 800-435-9792 TX CALVILLO/JENNIFER GA	\$25.00
10/07	10/11	24692161281100035736587	SWA*EARLYBRD5269903090058 800-435-9792 TX GREGG/AMY	\$25.00
10/07	10/11	24692161281100035736595	SWA*EARLYBRD5269903090059 800-435-9792 TX CALVILLO/JENNIFER GA	\$25.00
10/07	10/11	24692161281100035736629	SWA*EARLYBRD5269903090347 800-435-9792 TX SWATEK/WENDY	\$25.00
10/07	10/11	24692161281100035736637	SWA*EARLYBRD5269903090348 800-435-9792 TX SWATEK/WENDY	\$25.00
10/07	10/11	24692161281100035736603	SOUTHWES 5261439798988 800-435-9792 TX CALVILLO/JENNIFER GA 11/08/21 OKC ATL MCO HOU OKC	\$292.96
10/07	10/11	24692161281100035736611	SOUTHWES 5261439798989 800-435-9792 TX GREGG/AMY 11/08/21 OKC ATL MCO HOU OKC	\$292.96
10/08	10/11	24055231281083328597761	WALMART.COM AA 800-966-6546 AR	\$383.22

DARLENE CHATAGNIER		Credit Limit	Credits	Purchases	Cash Advances	Total Activity
[REDACTED]		\$5,000	\$0.00	\$3,582.12	\$0.00	\$3,582.12
Trans Date	Post Date	Reference Number	Description	Amount		
09/27	09/28	24210731270083703868898	IDENTOGO - OK FINGERPRINT BILLERICA MA	\$53.25		
09/28	09/29	24210731271083356801666	IDENTOGO - OK FINGERPRINT BILLERICA MA	\$53.25		
09/29	09/30	24210731272083330146898	IDENTOGO - OK FINGERPRINT BILLERICA MA	\$53.25		
10/04	10/05	24210731277083308576063	IDENTOGO - OK FINGERPRINT BILLERICA MA	\$53.25		
10/02	10/05	24692161275100591893887	INDEED 203-564-2400 CT	\$368.13		
10/04	10/05	24692161277100113054586	INDEED 203-564-2400 CT	\$509.55		
10/05	10/06	24240521278286290802946	WSP BACKGROUND CHECKS 360-534-2109 WA	\$11.00		
10/07	10/08	24210731280083750267398	IDENTOGO - OK FINGERPRINT BILLERICA MA	\$53.25		
10/08	10/11	24210731281083711501470	IDENTOGO - OK FINGERPRINT BILLERICA MA	\$53.25		
10/08	10/11	24692161281100164114481	INDEED 203-564-2400 CT	\$531.62		
10/11	10/12	24210731284083702680553	IDENTOGO - OK FINGERPRINT BILLERICA MA	\$53.25		
10/15	10/18	24210731288083748237299	IDENTOGO - OK FINGERPRINT BILLERICA MA	\$53.25		
10/18	10/19	24210731291083356660654	IDENTOGO - OK FINGERPRINT BILLERICA MA	\$53.25		
10/18	10/19	24210731291083756861340	IDENTOGO - OK FINGERPRINT BILLERICA MA	\$53.25		
10/19	10/20	24692161292100556890554	INDEED 203-564-2400 CT	\$501.64		
10/20	10/21	24210731293083325480687	IDENTOGO - OK FINGERPRINT BILLERICA MA	\$53.25		
10/22	10/25	24692161295100878302665	INDEED 203-564-2400 CT	\$504.98		
10/25	10/26	24210731298083313765300	IDENTOGO - OK FINGERPRINT BILLERICA MA	\$53.25		
10/25	10/26	24692161298100187608924	INDEED 203-564-2400 CT	\$516.20		

(transactions continued on next page)



Account Number: [REDACTED]
 CROSSROADS YOUTH & FAMILY
 Statement Closing Date: 10/27/21

Cardholder Account Activity cont.

CHRISTABEL SUTHERS			Credit Limit	Credits	Purchases	Cash Advances	Total Activity	
[REDACTED]			\$4,000	\$0.00	\$1,581.01	\$0.00	\$1,581.01	
Trans Date	Post Date	Reference Number	Description					Amount
09/28	09/29	24055231271083355689459	WALMART.COM AV 800-966-6546 AR					\$5.00
09/29	09/30	24055231272083307825655	WALMART.COM AA 800-966-6546 AR					\$8.70
09/27	10/04	24445001275100190200557	WALMART.COM AA 8009666546 AR					\$368.44
10/05	10/06	24055231278083728822194	WALMART.COM AX 800-966-6546 AR					\$5.00
10/08	10/11	24692161281100029854644	WALMART.COM AA 800-966-6546 AR					\$93.79
10/09	10/11	24055231282083340428366	WALMART.COM AA 800-966-6546 AR					\$377.75
10/08	10/13	24445001285200129282045	WALMART.COM AA 800-966-6546 AR					\$24.61
10/17	10/18	24055231290083320552219	WALMART.COM AU 800-966-6546 AR					\$5.00
10/21	10/22	24692161294100102218191	WALMART.COM AA 800-966-6546 AR					\$22.24
10/16	10/22	24445001294100116775226	WALMART.COM AA 8009666546 AR					\$47.10
10/21	10/22	24692161294100725261727	WALMART.COM AA 800-966-6546 AR					\$260.70
10/23	10/25	24692161296100379421328	WALMART.COM AW 800-966-6546 AR					\$5.00
10/22	10/25	24692161295100569620441	WALMART.COM AA 800-966-6546 AR					\$41.95
10/22	10/25	24445001296500623220087	DOMINO'S 6439 405-692-0303 OK					\$120.10
10/22	10/25	24445001295200135317833	WALMART.COM AA 800-966-6546 AR					\$134.05
10/26	10/27	24692161299100638431537	WALMART.COM AU 800-966-6546 AR					\$5.00
10/22	10/27	24445001300600130321271	WALMART.COM AA 8009666546 AR					\$16.43
10/26	10/27	24445001300000828615847	DOLLAR TREE MOORE OK					\$40.15

WENDY SWATEK			Credit Limit	Credits	Purchases	Cash Advances	Total Activity	
[REDACTED]			\$4,500	\$0.00	\$415.96	\$0.00	\$415.96	
Trans Date	Post Date	Reference Number	Description					Amount
10/01	10/04	24692161274100727282501	VBS*VONAGE BUSINESS 866-901-0242 GA					\$4.12
10/16	10/18	24692161289100285816958	VBS*VONAGE BUSINESS 866-901-0242 GA					\$211.94
10/19	10/20	24011341292000041741150	ZOOM.US 888-799-9666 WWW.ZOOM.US CA					\$199.90

TYDREE LEWIS			Credit Limit	Credits	Purchases	Cash Advances	Total Activity	
[REDACTED]			\$4,500	\$0.00	\$515.11	\$0.00	\$515.11	
Trans Date	Post Date	Reference Number	Description					Amount
09/29	10/01	24445001273500419701255	DOMINO'S 6439 405-692-0303 OK					\$37.56
10/02	10/04	24427331275740295553708	SONIC DRIVE IN #6202 NORMAN OK					\$33.51
10/03	10/05	24445001277500462920535	DOMINO'S 6439 405-692-0303 OK					\$29.53
10/07	10/08	24013391280000739910486	191 BRAUMS STORE NORMAN OK					\$14.30
10/12	10/13	24427331285720204854338	MCDONALD'S F33494 NORMAN OK					\$40.18
10/17	10/18	24692161290100945303311	SQ *THE BAKED BEAR - NORM NORMAN OK					\$15.77
10/16	10/18	24493981290091899000247	ACADEMY SPORTS #204 NORMAN OK					\$18.31
10/16	10/18	24015171289001684587431	PHILLIPS 66 - ONCUE 0111 NORMAN OK					\$25.03
10/15	10/18	24445001289000916226627	PAPA JOHN'S #1160 918-576-7301 OK					\$41.41
10/19	10/20	24492151292637423750209	MYRIAD GARDENS OKLAHOMA CI OK					\$48.00
10/19	10/20	24015171292001993365391	PHILLIPS 66 - ONCUE 0113 OKLAHOMA CITY OK					\$60.00
10/21	10/22	24692161294100990080323	GOOGLE *YOUTUBE TV G.CO/HELPPAY# CA					\$64.99
10/21	10/22	24492161294000021447735	CHESTERS PARTY BARN CHESTERSPARTY OK					\$72.50
10/23	10/25	24692161296100584173797	GOOGLE *YOUTUBE TV G.CO/HELPPAY# CA					\$14.02

BRITTANY OCEGUEDA			Credit Limit	Credits	Purchases	Cash Advances	Total Activity	
[REDACTED]			\$4,000	\$0.00	\$235.95	\$0.00	\$235.95	
Trans Date	Post Date	Reference Number	Description					Amount
09/27	09/28	24164071270091008164829	TARGET 00027391 LAWTON OK					\$55.00
09/27	09/28	24427331270740279999401	SONIC DRIVE IN #2380 LAWTON OK					\$70.00
09/30	10/01	24492151273852906760806	DAYCAREFURN 316-993-7901 TN					\$110.95

STACIE CASEY			Credit Limit	Credits	Purchases	Cash Advances	Total Activity	
[REDACTED]			\$4,000	\$0.00	\$192.00	\$0.00	\$192.00	
Trans Date	Post Date	Reference Number	Description					Amount
10/19	10/20	24692161292100490983150	AMERICAN RED CROSS 800-733-2767 DC					\$192.00

BRITNI COWLES			Credit Limit	Credits	Purchases	Cash Advances	Total Activity	
[REDACTED]			\$4,000	\$0.00	\$603.49	\$0.00	\$603.49	
Trans Date	Post Date	Reference Number	Description					Amount
10/09	10/11	24492161282000030545705	CENTER FOR EARLY CHILD THERMACUBE.CO OK					\$20.00
10/13	10/14	24013391286001368201746	CARE COURSES 703-4481800 VA					\$214.00
10/13	10/15	24055231287636000227231	LEGEND DRIVEN HONDA 580-355-1801 OK					\$299.49
10/15	10/18	24427331288740314456078	SONIC DRIVE IN #2407 LAWTON OK					\$70.00

(transactions continued on next page)

Account Number: [REDACTED]
 CROSSROADS YOUTH & FAMILY
 Statement Closing Date: 10/27/21

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Cardholder Account Activity cont.

MIKE TEMPLETON			Credit Limit	Credits	Purchases	Cash Advances	Total Activity
			\$10,000	\$0.00	\$5,630.70	\$0.00	\$5,630.70
Trans Date	Post Date	Reference Number	Description				Amount
09/27	09/28	24055221270083338318327	DUMPSTER BUDGET DUMPST 866-284-6164 OH				\$480.00
10/02	10/04	24943011276010198007745	THE HOME DEPOT #3917 MOORE OK				\$42.66
10/02	10/04	24943011276010198007414	THE HOME DEPOT #3917 MOORE OK				\$150.00
10/04	10/05	24055221277083354521617	DUMPSTER BUDGET DUMPST 866-284-6164 OH				\$200.00
10/04	10/05	2405522127708333343984	DUMPSTER BUDGET DUMPST 866-284-6164 OH				\$480.00
10/06	10/06	24692161279100053687765	BNB TECHNOLOGY 405-292-5408 OK				\$879.99
10/13	10/14	24055221286083313820620	DUMPSTER BUDGET DUMPST 866-284-6164 OH				\$41.40
10/14	10/15	24226381288400004439805	WAL-MART #0103 SHAWNEE OK				\$2,063.63
10/21	10/22	24055221294083721185087	DUMPSTER BUDGET DUMPST 866-284-6164 OH				\$58.20
10/21	10/22	24801971294726540378757	CRUISE IN AUTO SPA NORMAN OK				\$134.82
10/25	10/26	24445001298300470034360	PSN*POTTAWATOMIE CO DEV 866-917-7368 OK				\$1,100.00

DENISE MCCLURE			Credit Limit	Credits	Purchases	Cash Advances	Total Activity
			\$10,000	\$0.00	\$4,917.43	\$0.00	\$4,917.43
Trans Date	Post Date	Reference Number	Description				Amount
10/06	10/07	24492161279000031121634	SP * ZINGZ & THINGZ HTTPSZINGZNTH CA				\$553.13
10/07	10/08	24638181280017026250418	PIKEPASS ON-LINE 800-745-3727 OK				\$200.00
10/07	10/08	24193041281001806145180	QUINTELLA PRINTING 405-6316566 OK				\$426.00
10/10	10/11	24011341283000001713547	DOORDASH*STARS AND STR WWW.DOORDASH. CA				\$20.33
10/13	10/15	24108381287206191500083	UNIV COLLECTIONS EC 405-325-1469 OK				\$3,200.00
10/19	10/20	24226381293400001031806	WAL-MART #2734 NORMAN OK				\$13.42
10/19	10/20	24269791293001013146562	MARCOS PIZZA - 5045 NORMAN OK				\$174.34
10/20	10/21	24492161293000022108212	CENTER FOR EARLY CHILD THERMACUBE.CO OK				\$20.00
10/20	10/21	24013391293002113651806	CARE COURSES 703-4481800 VA				\$117.00
10/21	10/25	24755421295162950443207	HILTON GARDEN INN 580-2802100 OK				\$168.21
			10/20/21 209099				
10/26	10/26	74485632129999999999999	*EXPEDITED CARD DELIVERY FEE				\$25.00

Crossroads Youth & Family Services, Inc.
Balance Sheet
As of 11/30/2021

	Current Year	Prior Year
Assets		
Cash & Cash Equivalents		
Petty Cash	\$ 400.00	\$ 400.00
Cash in Arvest Bank	219,359.45	134,898.74
Cash in Republic Bank	444,038.23	585,352.62
BancFirst - Childcare Subsidies	15,213.56	54,518.32
Total Cash & Cash Equivalents	679,011.24	775,169.68
Other Current Assets		
Accounts Receivable	968,407.16	700,137.99
Employee Receivable	3,317.85	(195.83)
Prepaid Insurance	57,492.46	36,067.96
Prepaid Workers Comp	17,441.45	39,029.25
Prepaid Expense Other	6,889.50	0.00
Deposits	1,500.00	0.00
Total Other Current Assets	1,055,048.42	775,039.37
Long-term Assets		
Property & Equipment	4,576,938.83	3,923,482.75
Total Assets	\$ 6,310,998.49	\$ 5,473,691.80
Liabilities		
Accounts Payable	\$ 274,013.78	\$ 212,204.78
Deferred Revenue	0.00	5,000.00
Accrued Workers Comp	22,169.60	58,159.09
Accrued Wages	300,954.27	250,054.67
Accrued Vacation	96,890.63	82,973.67
Payroll Taxes Payable	86,468.43	76,713.69
Employee Insurance Withholding	8,517.62	28,932.33
Employee Retirement Withholding	17,614.60	14,536.73
Flexible Spending Account	7,925.38	8,172.72
Good Samaritan Account	0.00	0.00
Employee Garnishment	2,848.99	1,016.39
PPP Loan	0.00	156,200.00
Total Liabilities	817,403.30	893,964.07
Net Assets		
Beginning Net Assets	5,151,111.10	4,516,796.00
Temporarily Restricted Net Assets	377,491.14	80,483.70
Current YTD Net Income	(35,007.05)	(17,551.97)
Total Net Assets	5,493,595.19	4,579,727.73
Total Liabilities and Net Assets	\$ 6,310,998.49	\$ 5,473,691.80
	0.00	0.00

*Temp Restricted Assets is comprised of Shelter Clothing (\$6,311.46)
Restricted for Endowment (\$30,000.00) Youth Service Donations (\$10,434.57)
United Way car seats (\$2,490.15)**DHS Covid (\$120,700)
McMahon (\$20,416.65) Sarkeys (\$0.00) and CARMAX-Shelter (\$422.64)
United Way-Shelter (\$501.19) Exchange Club of Norman (\$1,300.00)
United Way-Launch 2021 (\$15,584.97) Norman Public Schools (\$46,957.7
Centerpoint (\$2,916.65) CACFP (\$112,918.40) DHS (\$4,166.42)
Lawton Early Childhood (\$2,916.65) Norman Library \$546.32
**Originally presented as \$10,789.04

Crossroads Youth & Family Services, Inc.
Income Statement - Youth Services
Fiscal Year thru Period Ending November 30, 2021

41.67%

Description	Month to Date	Year to Date	Annual Budget	Percent	
CBYS - Outreach & FTOP	\$ 19,052.91	\$ 98,155.94	\$ 300,673.00	32.65%	
CBYS - Shelter	33,986.03	176,154.08	396,943.00	44.38%	39.32%
Municipal Shelter	0.00	0.00	0.00	0.00%	39.32%
OJA - CARS	5,875.58	23,147.09	96,999.00	23.86%	
Title XIX-Soonercare	12,462.43	41,951.31	120,000.00	34.96%	
Client Fees	0.00	30.00	1,000.00	3.00%	
DHS - Food Reimbursement	1,127.45	5,934.64	14,000.00	42.39%	
Contributions	367.32	654.00	5,000.00	13.08%	
Other Income	0.00	2,756.10	0.00	0.00%	
Insure Oklahoma-Health Care	0.00	1,272.00	10,000.00	12.72%	
Interest Income	528.82	3,671.44	10,000.00	36.71%	
Total Revenue	<u>73,400.54</u>	<u>353,726.60</u>	<u>954,615.00</u>	<u>37.05%</u>	
Salaries & Wages	40,206.38	189,443.86	478,667.00	39.58%	
Payroll Taxes	3,191.88	13,195.68	39,884.00	33.09%	
Employee Benefits	6,025.06	33,944.75	184,153.00	18.43%	
Workers Comp	1,393.26	6,411.80	17,225.00	37.22%	
Contract Labor	11,818.43	46,138.25	136,000.00	33.93%	
Training & Travel	110.77	671.60	8,325.00	8.07%	
Rent	679.75	3,399.62	8,740.00	38.90%	
Utilities	1,843.77	9,859.48	22,190.00	44.43%	
Communication	761.97	6,134.82	18,800.00	32.63%	
Repairs & Maintenance	2,475.37	17,178.27	31,250.00	54.97%	
Supplies & Postage	4,050.02	19,516.58	45,325.00	43.06%	
Printing/Pub/Ads	545.31	2,928.88	4,875.00	60.08%	
Program Recreation	184.98	240.98	1,000.00	24.10%	
Professional Fees	587.84	6,004.40	8,000.00	75.06%	
Dues and Memberships	0.00	6,755.04	5,300.00	127.45%	
Preplacement Screening	519.64	2,094.89	3,000.00	69.83%	
Insurance Exp	1,272.91	6,364.55	15,900.00	40.03%	
Miscellaneous Expense	394.31	2,406.31	5,000.00	48.13%	
Meals and Events	143.47	1,460.54	1,175.00	124.30%	
Total Expenditure	<u>76,205.12</u>	<u>374,150.30</u>	<u>1,034,809.00</u>	<u>36.16%</u>	
Net revenue over (under)	<u>\$ (2,804.58)</u>	<u>\$ (20,423.70)</u>	<u>\$ (80,194.00)</u>	<u>0.90%</u>	

Crossroads Youth & Family Services, Inc.
Income Statement - Head Start
Fiscal Year thru Period Ending November 30, 2021

41.67%

Description	Month to Date	Year to Date	Annual Budget	Percent
Head Start Revenue	\$ 415,228.92	\$ 2,219,435.79	\$ 5,513,301.00	40.26%
Early Head Start Revenue	412,919.96	2,172,884.91	5,863,724.00	37.06%
HS/EHS Revenue - COVID-19	1,725.65	22,861.09	700,067.00	3.27%
DHS COVID Supplemental	0.00	130,099.49	0.00	0.00%
State Appropriated Funds	13,883.51	66,782.12	163,967.00	40.73%
Oklahoma Early Childhood Program	14,406.05	71,072.36	170,000.00	41.81%
Donations - Centerpoint/Sarkeys/McMahc	3,750.01	18,750.05	80,000.00	23.44%
CACFP - USDA	55,804.80	229,995.38	788,998.00	29.15%
Child Care Subsidy	95,832.77	286,462.78	662,227.00	43.26%
E-Rate Reimbursement	0.00	996.54	30,000.00	3.32%
Insure Oklahoma-Health Care	5,750.95	33,363.82	0.00	0.00%
Other Income	4,796.03	27,473.77	0.00	0.00%
Total Revenue	<u>1,024,098.65</u>	<u>5,280,178.10</u>	<u>13,972,284.00</u>	<u>37.79%</u>
Salaries & Wages	573,038.70	2,821,314.23	7,542,137.00	37.41%
Payroll Taxes	44,882.36	190,075.47	632,395.00	30.06%
Employee Benefits	156,069.91	768,398.94	2,316,306.00	33.17%
Workers Comp	5,348.42	30,970.25	64,879.00	47.74%
Contract Labor	0.00	22,200.00	0.00	0.00%
Equipment	0.00	0.00	39,076.00	0.00%
Training & Travel	6,367.27	71,229.34	272,901.00	26.10%
Child Services	6,022.40	43,787.65	55,999.00	78.19%
Rent	26,990.18	134,952.03	312,010.00	43.25%
Utilities	17,585.47	90,130.77	246,899.00	36.51%
Communication	10,704.77	53,659.29	109,576.00	48.97%
Repairs & Maintenance	44,787.21	238,244.70	782,477.00	30.45%
Supplies & Postage	49,175.62	367,923.12	569,104.00	64.65%
Printing/Pub/Ads	6,265.90	68,016.51	96,589.00	70.42%
Professional Fees	3,488.74	35,583.06	86,800.00	40.99%
Dues and Memberships	0.00	440.26	0.00	0.00%
Preplacement Screening	1,255.53	8,396.88	16,284.00	51.57%
Insurance Exp	12,295.67	61,478.35	120,783.00	50.90%
Meals and Events	187.82	739.82	4,071.00	18.17%
Miscellaneous	0.00	0.00	0.00	0.00%
USDA Reimburse Food	62,549.35	287,220.78	703,998.00	40.80%
Total Expenditure	<u>1,027,015.32</u>	<u>5,294,761.45</u>	<u>13,972,284.00</u>	<u>37.89%</u>
Net revenue over (under)	<u>\$ (2,916.67)</u>	<u>\$ (14,583.35)</u>	<u>\$ -</u>	<u>0.00%</u>

Crossroads Youth & Family Services, Inc.
Income Statement - Wewoka Head Start
Fiscal Year thru Period Ending November 30, 2021

41.67%

Description	Month to Date	Year to Date	Annual Budget	Percent
Head Start Revenue	\$ 128,639.40	\$ 497,184.14	\$ 1,626,908.00	30.56%
HS Revenue - COVID-19	22,846.50	224,891.50	345,813.00	65.03%
CACFP - USDA	3,014.44	6,806.57	0.00	0.00%
Other Income	0.00	0.00	0.00	0.00%
Total Revenue	154,500.34	728,882.21	1,972,721.00	36.95%
Salaries & Wages	80,941.00	297,238.83	1,014,112.00	29.31%
Payroll Taxes	6,642.47	23,852.42	85,122.00	28.02%
Employee Benefits	15,637.65	52,129.70	333,772.00	15.62%
Workers Comp	438.24	2,028.25	6,886.00	29.45%
Contract Labor	0.00 #	0.00	0.00	0.00%
Equipment	0.00	0.00	0.00	0.00%
Training & Travel	1,453.09	12,543.52	29,474.00	42.56%
Child Services	0.00	2,456.28	17,143.00	14.33%
Rent	1,116.67	3,873.35	3,600.00	107.59%
Utilities	1,837.01	11,172.50	5,800.00	192.63%
Communication	1,770.27	6,277.26	5,000.00	125.55%
Repairs & Maintenance	15,819.24	209,882.74	366,475.00	57.27%
Supplies & Postage	21,162.96	64,030.67	57,999.00	110.40%
Printing/Pub/Ads	3,076.29	16,307.35	17,212.00	94.74%
Professional Fees	0.00	20.00	12,000.00	0.17%
Dues and Memberships	0.00	2,879.86	0.00	0.00%
Preplacement Screening	72.25	8,106.34	8,126.00	99.76%
Insurance Exp	0.00	0.00	10,000.00	0.00%
Meals and Events	0.00	678.46	0.00	0.00%
Miscellaneous	0.00	0.00	0.00	0.00%
USDA Reimburse Food	4,533.20	15,404.68	0.00	0.00%
Total Expenditure	154,500.34	728,882.21	1,972,721.00	36.95%
Net revenue over (under)	\$ -	\$ -	\$ -	0.00%

Statement of Revenues and Expenditures		
Shelter Clothing Donations		
As of November 30, 2021		
Revenues		
Opening Revenue Balance	\$	6,928.00
CrossPointe Church - 2/6/2017	\$	125.00
CrossPointe Church - 2/6/2017	\$	225.00
CrossPointe Church - 4/6/2017	\$	96.00
CrossPointe Church - 5/31/2017	\$	285.50
Network for Good - 12/19/2018	\$	50.00
Network for Good - 1/25/2019	\$	22.00
Network for Good - 3/1/2019	\$	497.00
Harris Foundation-10/26/2021	\$	6,000.00
Total Revenues	\$	14,228.50
Expenses		
Clothing-Wal Mart July 22, 2016	\$	53.52
Clothing-Wal Mart August 4, 2016	\$	56.31
Clothing-Wal Mart August 11, 2016	\$	121.91
Clothing-Ross September 1, 2016	\$	460.64
Clothing-Ross September 20, 2016	\$	225.51
Clothing-Walmart December 22, 2016	\$	165.16
Clothing-Walmart February 10, 2017	\$	92.14
Clothing-Ross March 24, 2017	\$	531.30
Clothing-Walmart May 13, 2017	\$	299.31
Clothing-Walmart May 31, 2017	\$	199.54
Clothing-Ross July 14, 2017	\$	387.41
Clothing-Walmart August 25, 2017	\$	219.82
Clothing-Walmart October 19, 2017	\$	105.84
Clothing-Walmart October 30, 2017	\$	101.64
Clothing-Walmart December 19, 2017	\$	205.89
Clothing-Ross May 23, 2018	\$	184.84
Clothing-Ross May 30, 2018	\$	789.85
Clothing-Ross May 30, 2018	\$	(859.61) Credit
Clothing-Ross May 30, 2018	\$	858.96
Clothing-JC Penny June 5, 2018	\$	122.22
Clothing-Ross June 28, 2018	\$	411.81
Clothing-Ross October 26, 2018	\$	67.61
Clothing-Ross December 21, 2018	\$	319.77
Clothing-Ross December 21, 2018	\$	289.46
Clothing-DSW December 21, 2018	\$	122.97
Clothing-Walmart December 21, 2018	\$	117.70
Clothing-Walmart April 8, 2019	\$	17.98
Clothing-Walmart May 7, 2019	\$	277.24
Clothing-Walmart June 18, 2019	\$	62.93
Clothing-Walmart October 28, 2019	\$	361.62
Clothing-Walmart October 30, 2019	\$	784.34
Clothing-JC Penny January 24, 2020	\$	18.49
Clothing-Walmart June 03, 2020	\$	177.63
Clothing-Walmart June 18, 2020	\$	25.01
Clothing-Walmart November 01, 2020	\$	426.29
Clothing-Target December 23, 2020	\$	113.99
Total Expenses	\$	7,917.04
Net Revenue (Temporarily Restricted)	\$	6,311.46

HEADSTART	10 All Counties										Total (Over) Under		
	Description	Total	Less Admin Portion	Month 10 November	Actual Exp November	Actual YTD	(Over) Under Program	Admin Budget	Month 10 November	Actual Exp November		Actual YTD	(Over) Under Program
Salary	3,510,128	2,983,609	2,486,341	232,880	2,174,347	311,994	526,519	438,766	40,688	419,030	19,736	331,730	
Payroll taxes	303,392	257,883	214,903	18,670	110,111	104,792	45,509	37,924	3,056	29,277	8,647	113,439	
Benefits	1,249,667	1,062,217	885,181	69,751	694,139	191,042	187,450	156,208	7,165	77,411	78,798	269,840	
Travel/Training	36,140	30,719	25,599	0	1,632	23,967	5,421	4,518	360	1,602	2,915	26,882	
Equipment	27,762	23,598	19,665	0	0	19,665	4,164	3,470	0	0	3,470	23,135	
Supplies	199,580	169,643	141,369	14,356	260,836	(119,467)	29,937	24,948	10,308	41,615	(16,668)	(136,134)	
Contract Labor	0	0	0	0	0	0	0	0	0	0	0	0	
Rent	145,715	123,858	103,215	8,675	86,163	17,052	21,857	18,214	3,082	30,821	(12,606)	4,446	
Utilities/Telephone	235,643	200,297	166,914	14,839	146,174	20,740	35,346	29,455	1,455	14,400	15,055	35,795	
Bldg/Child Liab Ins	72,177	61,350	51,125	6,690	69,339	(18,213)	10,827	9,022	889	8,886	136	(18,077)	
Bldg Maint/Rep	165,380	140,573	117,144	26,246	301,032	(183,887)	24,807	20,673	1,355	10,774	9,899	(173,989)	
Local Travel	61,753	52,490	43,742	1,535	23,077	20,665	9,263	7,719	130	5,331	2,388	23,053	
Child Service Consultants	47,999	47,999	39,999	5,806	61,250	(21,251)	0	0	0	0	0	(21,251)	
Accounting & Legal	61,406	0	0	0	1,995	(1,995)	61,406	51,172	1,669	57,902	(6,730)	(8,726)	
Publications/Adv/Print	50,696	43,092	35,910	3,378	58,509	(22,599)	7,604	6,337	422	4,432	1,905	(20,694)	
Training	35,748	30,386	25,322	459	32,325	(7,003)	5,362	4,469	0	5,161	(692)	(7,695)	
Preplacement Screening	11,125	9,456	7,880	726	7,785	96	1,669	1,391	0	57	1,334	1,429	
Meals & Events	5,950	5,058	4,215	0	0	4,215	893	744	98	386	358	4,572	
Food	419,000	419,000	349,167	34,578	269,055	80,111	0	0	0	0	0	80,111	
Food Related	36,000	36,000	30,000	3,019	28,377	1,623	0	0	0	0	0	1,623	
CACFP Reimbursement	(540,001)	(540,001)	(450,001)	(30,936)	(217,763)	(232,238)	0	0	0	0	0	(232,238)	
	6,135,260	5,157,226	4,297,688	410,672	4,108,381	189,307	978,034	815,029	70,678	707,084	107,945	297,252	

EARLY HEADSTART	All Counties												Total (Over) Under		
	Nov-21	Total	Less Admin Portion	Month 10		Actual Exp		Admin Budget	Month 10		Actual Exp			Actual YTD	(Over)/Under Program
				November	November	November	November		November	November	YTD				
Salary	3,814,306	3,242,160	2,701,800	240,971	2,302,787	399,013	572,146	476,788	33,144	323,874	152,914	551,927			
Payroll taxes	318,244	270,507	225,423	18,540	168,218	57,204	47,737	39,781	2,446	22,641	17,139	74,343			
Benefits	1,296,424	1,101,960	918,300	71,133	692,704	225,597	194,464	162,053	5,929	60,356	101,697	327,294			
Travel/Training	35,649	30,302	25,251	34	1,284	23,968	5,347	4,456	183	828	3,628	27,596			
Equipment	11,314	9,617	8,014	0	0	8,014	1,697	1,414	0	0	1,414	9,428			
Supplies	157,394	133,785	111,487	13,680	204,101	(92,613)	23,609	19,674	9,294	33,580	(13,906)	(106,519)			
Contract Labor	0	0	0	0	0	0	0	0	0	0	0	0			
Rent	166,295	141,351	117,792	12,571	124,364	(6,571)	24,944	20,787	2,663	26,629	(5,842)	(12,413)			
Utilities/Telephone	148,986	126,638	105,532	10,715	105,094	438	22,348	18,623	1,094	10,329	8,294	8,732			
Bldg/Child Liab Ins	48,606	41,315	34,429	4,186	43,055	(8,626)	7,291	6,076	531	5,307	769	(7,957)			
Bldg Maint/Rep	120,050	102,043	85,035	16,199	221,753	(136,718)	18,008	15,006	987	8,168	6,838	(129,880)			
Local Travel	28,017	23,814	19,845	944	13,211	6,634	4,203	3,502	64	2,816	686	7,321			
Child Service Consultants	8,000	8,000	6,667	216	7,139	(472)	0	0	0	0	0	(472)			
Accounting & Legal	25,394	0	0	0	1,061	(1,061)	25,394	21,162	1,819	40,870	(19,708)	(20,769)			
Publications/Adv/Print	45,893	39,009	32,508	2,133	37,502	(4,994)	6,884	5,737	333	3,518	2,219	(2,775)			
Training	75,595	64,256	53,546	2,669	26,118	27,428	11,339	9,449	0	2,746	6,703	34,131			
Preplacement Screening	9,230	7,846	6,538	529	4,992	1,546	1,385	1,154	0	30	1,124	2,670			
Meals & Events	3,160	2,686	2,238	0	0	2,238	474	395	90	354	41	2,280			
Food	233,000	233,000	194,167	22,554	219,900	(25,733)	0	0	0	0	0	(25,733)			
Food Related	16,000	16,000	13,333	2,398	22,421	(9,088)	0	0	0	0	0	(9,088)			
CACFP Reimbursement	(249,000)	(249,000)	(207,500)	(24,869)	(237,333)	29,833	0	0	0	0	0	0			
	6,312,557	5,345,289	4,454,407	394,603	3,958,369	496,038	967,268	806,057	58,576	542,045	264,012	760,050			
	12,447,817	10,502,514	8,752,095	805,275	8,066,750	685,345	1,945,303	1,621,086	129,254	1,249,129	371,957	1,057,302			

HEADSTART	5 Lincoln/Seminole HS											Total (Over) Under		
	Description	Total	Less Admin Portion	Month 5		Actual YTD	(Over) Under Program	Admin Budget	Month 5		Actual Exp November		Actual YTD	(Over)/Under Program
				November	November				November	November				
Nov-21														
	Salary	1,014,112	861,995	359,165	62,652	216,662	142,503	152,117	63,382	18,289	80,577	(17,195)	125,308	
	Payroll taxes	92,008	78,207	32,586	5,204	17,558	15,028	13,801	5,751	1,439	6,294	(544)	14,484	
	Benefits	333,772	283,706	118,211	13,667	40,791	77,420	50,066	20,861	2,409	13,367	7,494	84,914	
	Travel/Training	8,200	6,970	2,904	0	81	2,824	1,230	513	0	0	513	3,336	
	Equipment	0	0	0	0	0	0	0	0	0	0	0	0	
	Supplies	57,999	49,299	20,541	9,863	23,806	(3,264)	8,700	3,625	0	0	3,625	361	
	Contract Labor	0	0	0	0	0	0	0	0	0	0	0	0	
	Rent	3,600	3,060	1,275	1,117	3,873	(2,598)	540	225	0	0	225	(2,373)	
	Utilities/Telephone	10,800	9,180	3,825	3,607	17,425	(13,800)	1,620	675	0	25	650	(12,950)	
	Bldg/Child Liab Ins	10,000	8,500	3,542	0	0	3,542	1,500	625	0	0	625	4,167	
	Bldg Maint/Rep	20,662	17,563	7,318	4,273	25,216	(17,898)	3,099	1,291	0	0	1,291	(16,607)	
	Local Travel	4,480	3,808	1,587	1,399	11,576	(9,989)	672	280	0	0	280	(9,709)	
	Child Service Consultants	17,143	17,143	7,143	0	2,456	4,687	0	0	0	0	0	4,687	
	Accounting & Legal	12,000	0	0	0	2,900	(2,900)	12,000	5,000	0	0	5,000	2,100	
	Publications/Adv/Print	17,212	14,630	6,096	3,076	16,307	(10,211)	2,582	1,076	0	0	1,076	(9,136)	
	Training	16,794	14,275	5,948	54	887	5,061	2,519	1,050	0	0	1,050	6,110	
	Preplacement Screening	8,126	6,907	2,878	72	8,106	(5,228)	1,219	508	0	0	508	(4,721)	
	Meals & Events	0	0	0	0	678	(678)	0	0	0	0	0	(678)	
	Food	0	0	0	4,496	15,368	(15,368)	0	0	0	0	0	(15,368)	
	Food Related	0	0	0	37	37	(37)	0	0	0	0	0	(37)	
	CACFP Reimbursement	0	0	0	(3,014)	(6,807)	6,807	0	0	0	0	0	6,807	
		1,626,908	1,375,243	573,018	106,502	396,921	176,097	251,665	104,860	22,138	100,263	4,598	180,694	
		1,626,908	1,375,243	573,018	106,502	396,921	176,097	251,665	104,860	22,138	100,263	4,598	180,694	

PROGRAM INCOME	All Counties														Total (Over) Under								
	Total		Less Admin Portion		Month 5 November		Actual Exp November		Actual YTD		(Over)/Under Program		Admin Budget			Month 5 November		Actual Exp November		Actual YTD		(Over)/Under Program	
Nov-21																							
Description																							
E-Rate Reimbursement	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Insure Oklahoma-Healthcare	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Insurance Proceeds	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Donations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Gain on Sale	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Childcare Subsidy-HS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
DHS COVID Supplemental	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	1,626,908	1,375,243	573,018	106,502	396,921	176,097	251,665	104,860	22,138	100,263	4,598	180,694											
IN-KIND **	All Counties																						
Nov-21																							
Description																							
Total	406,727	345,718	144,049	1,767	9,506	(134,543)	61,009	25,420	0	0	(25,420)	(159,964)											

Credit Card Purchases November 2021				
Purchaser				
Gary Cooner	11/6/2021	MSFT	1000.00	Microsoft-Update for Servers
Gary Cooner	11/5/2021	BNB Technology	1330.00	Watchguard Auth Point 25 License
Donna Benson	11/5/2021	American Red Cross	136.00	First Aid/CPR Training for Staff
Darlene Chatagnier	10/27/2021	Indeed	503.70	Employment Ads
Darlene Chatagnier	11/1/2021	Indeed	477.82	Employment Ads
Darlene Chatagnier	11/13/2021	Indeed	523.77	Employment Ads
Darlene Chatagnier	11/16/2021	Indeed	560.24	Employment Ads
Darlene Chatagnier	11/18/2021	Indeed	527.01	Employment Ads
Christabel Suthers	10/27/2021	Domino's	100.74	Shelter Food
Christabel Suthers	10/30/2021	Walmart.com	339.89	Shelter Food & Supplies
Christabel Suthers	11/3/2021	Domino's	195.41	Shelter Food
Christabel Suthers	11/8/2021	Get Air Sooner	264.24	Outing for the Shelter Residents
Christabel Suthers	11/15/2021	Walmart.com	157.52	Shelter Food & Supplies
Wendy Swatek	10/16/2021	Vonage Business	542.29	CPS Phone Charges
Wendy Swatek	11/18/2021	Vonage Business	230.77	Union St Phone Charges
Wendy Swatek	11/19/2021	Zoom	199.90	Agency Video Calls
Tydree Lewis	11/1/2021	Walmart.com	368.05	Shelter Food & Supplies
Tydree Lewis	11/8/2021	Walmart.com	470.62	Shelter Food & Supplies
Tydree Lewis	11/16/2021	Walmart.com	402.19	Shelter Food & Supplies
Tydree Lewis	11/22/2021	AMC	109.72	Shelter Outing
Brittini Cowles	10/27/2021	Care Courses	120.00	Books for Janila Torkelson (FS)
Brittini Cowles	10/27/2021	Teachstone Training	250.00	CLASS Recertification for Juanita Bostick
Brittini Cowles	11/10/2021	Care Courses	180.00	Books for Erika Musgrove (Chateau)
Brittini Cowles	11/10/2021	Care Courses	344.00	CDA Books for Comanche Co
Brittini Cowles	11/12/2021	The Council For Professional	125.00	CDA Renewal for Aspri Cummings (FS)
Mike Templeton	10/27/2021	COS Water Office	120.00	Seminole HS Water Bill Deposit
Mike Templeton	11/1/2021	Best Buy	146.61	Hard Drives for UpMain
Mike Templeton	11/5/2021	BNB Technology	879.99	Monthly Data Backup
Mike Templeton	11/5/2021	Safelite Autoglass	505.83	Front Windshield replacement on Toyota Sienna Van
Mike Templeton	11/12/2021	Safelite Autoglass	526.52	Front Windshield and Driver Side Mirror Replacement
Mike Templeton	11/12/2021	Safelite Autoglass	838.27	Front and Back Winshield Replacement on Toyota Camry
Mike Templeton	11/18/2021	Dumpster Budget	420.00	Rental at Shelter
Mike Templeton	11/18/2021	Dumpster Budget	480.00	Rental at Shelter
Denise McClure	11/3/2021	ONG	500.00	ONG-Combined Gas 09/2021
Denise McClure	11/3/2021	ONG	504.45	ONG-Combined Gas 09/2021
Denise McClure	11/10/2021	Southwest	183.99	Flight Change for Wendy Swatek
Denise McClure	11/12/2021	Walmart.com	119.80	Folding Carts for FamAdv
Denise McClure	11/12/2021	Walmart.com	183.37	Office Chair for Moore
Denise McClure	11/15/2021	Care Courses	282.00	Books for Lexi McSweeney (Union EHS)
Denise McClure	11/15/2021	Teachstone Training	329.00	CLASS Certification for Karri Hollis
Denise McClure	11/15/2021	Walmart.com	547.26	Car Seats
Denise McClure	11/15/2021	FEZIBO	579.99	Office Desk for Karlee Marshall
Denise McClure	11/16/2021	PikePass	160.00	PikePass
Denise McClure	11/16/2021	Billy Sims BBQ	182.82	Board Meeting Food 11/16/2021



CROSSROADS YOUTH & FAMILY
Statement Closing Date: 11/27/21

Corporate Account Summary

Previous Balance		\$23,662.57
Purchases and other Charges	+	\$19,760.92
Cash Advances	+	\$0.00
Credits	-	\$67.00
Payments	-	\$23,662.57
Late Payment Charge	+	\$0.00
Finance Charges	+	\$0.00
New Balance		\$19,693.92
Disputed Amount		\$0.00

Corporate Account Summary

Past Due Amount	\$0.00
Credit Limit	\$50,000.00
Available Credit Limit	\$30,306.08
Cash Advance Credit Limit	\$0.00
Days in Billing Cycle	31
Statement Closing Date	11/27/21
Minimum Payment Due	\$591.00
Payment Due Date	12/22/21

Call Customer Service 1-800-356-8085
Lost or Stolen Credit Card 1-800-356-8085

Manage your account online at:
www.arvest.com

Please send billing inquiries and correspondence to:
ARVEST BANK
P.O. BOX 6139
NORMAN, OK 73070-6139

Corporate Account Activity

Trans Date	Post Date	Reference Number	Description	Amount
11/18	11/18	74494571322132200002269	PAYMENT RECEIVED - THANK YOU	-\$23,662.57

Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual rate on your account.

Type of Balance	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Interest Charge
PURCHASES	10.24% (v)	\$0.00	\$0.00
CASH ADVANCES	10.24% (v)	\$0.00	\$0.00

(v) = Variable Rate

REWARDS SUMMARY

Previous Balance	Earned	Other Adjustments	Redeemed	Current Balance
504,689	19,690	0	0	524,379

DETACH HERE: To ensure proper credit, please include lower portion with your payment.

ARVEST BANK
P.O. BOX 6139
NORMAN, OK 73070-6139

Account Number [REDACTED]
New Balance \$19,693.92
Minimum Payment Due \$591.00
Payment Due Date 12/22/21

New address, phone number or email? PRINT on back.

Amount enclosed \$ [REDACTED]

To ensure proper credit, please return this portion with your payment. Make checks payable to CARD SERVICES.

CROSSROADS YOUTH & FAMILY
ACCOUNTS PAYABLE
1333 W MAIN ST
NORMAN OK 73069-6864

Arvest Bank
PO BOX 2149
Lowell AR 72745



Account Number [REDACTED]
 CROSSROADS YOUTH & FAMILY
 Statement Closing Date: 11/27/21

Cardholder Account Summary

Name and Account Number	Credit Limit	Credits	Purchases	Cash Advances	Total Activity
GARY COONER [REDACTED]	\$9,000	\$0.00	\$2,851.76	\$0.00	\$2,851.76
DONNA BENSON [REDACTED]	\$4,000	\$0.00	\$232.12	\$0.00	\$232.12
TERRIE VICKNAIR [REDACTED]	\$4,500	\$67.00	\$126.22	\$0.00	\$59.22
DARLENE CHATAGNIER [REDACTED]	\$5,000	\$0.00	\$3,243.07	\$0.00	\$3,243.07
CHRISTABEL SUTHERS [REDACTED]	\$4,000	\$0.00	\$1,422.44	\$0.00	\$1,422.44
WENDY SWATEK [REDACTED]	\$4,500	\$0.00	\$1,132.69	\$0.00	\$1,132.69
TYDREE LEWIS [REDACTED]	\$4,500	\$0.00	\$1,869.61	\$0.00	\$1,869.61
STACIE CASEY [REDACTED]	\$4,000	\$0.00	\$54.40	\$0.00	\$54.40
BRITNI COWLES [REDACTED]	\$4,000	\$0.00	\$1,112.00	\$0.00	\$1,112.00
MIKE TEMPLETON [REDACTED]	\$10,000	\$0.00	\$4,019.77	\$0.00	\$4,019.77
DENISE MCCLURE [REDACTED]	\$10,000	\$0.00	\$3,696.84	\$0.00	\$3,696.84

Cardholder Account Activity

GARY COONER	Credit Limit	Credits	Purchases	Cash Advances	Total Activity
[REDACTED]	\$9,000	\$0.00	\$2,851.76	\$0.00	\$2,851.76

Trans Date	Post Date	Reference Number	Description	Amount
11/01	11/02	24399001305295017024188	BEST BUY 00008755 NORMAN OK	\$43.49
11/01	11/03	24137461306500837728500	OFFICE DEPOT #2714 NORMAN OK	\$43.49
11/06	11/08	24430991310400815022139	MSFT * E0400GCCDW 800-642-7676 WA	\$1,000.00
11/05	11/08	24692161310100828501920	BNB TECHNOLOGY 405-292-5408 OK	\$1,330.00
11/18	11/19	24692161322100623692698	AMAZON.COM*5E47V0NP3 AMZN.COM/BILL WA	\$434.78

DONNA BENSON	Credit Limit	Credits	Purchases	Cash Advances	Total Activity
[REDACTED]	\$4,000	\$0.00	\$232.12	\$0.00	\$232.12

Trans Date	Post Date	Reference Number	Description	Amount
11/05	11/08	24692161309100682860985	AMERICAN RED CROSS 800-733-2767 DC	\$136.00
11/08	11/09	24113431313600219975018	THE WEBSTAIRANT STORE INC 717-3927472 PA	\$96.12

TERRIE VICKNAIR	Credit Limit	Credits	Purchases	Cash Advances	Total Activity
[REDACTED]	\$4,500	\$67.00	\$126.22	\$0.00	\$59.22

Trans Date	Post Date	Reference Number	Description	Amount
11/06	11/08	24164071311090421282938	ORL TAXI 332 LONG ISLAND C NY	\$59.22
11/15	11/22	74755421323163201758170	LOEWS HOTELS 888-3206065 FL 11/08/21 29762949	-\$67.00
11/18	11/22	24755421323163231228819	LOEWS HOTELS 888-3206065 FL 11/08/21 29762949	\$67.00

DARLENE CHATAGNIER	Credit Limit	Credits	Purchases	Cash Advances	Total Activity
[REDACTED]	\$5,000	\$0.00	\$3,243.07	\$0.00	\$3,243.07

Trans Date	Post Date	Reference Number	Description	Amount
10/27	10/28	24210731300083356977883	IDENTOGO - OK FINGERPRINT BILLERICA MA	\$53.25
10/27	10/28	24692161300100721185716	INDEED 203-564-2400 CT	\$503.70
10/29	11/01	24210731302083345286568	IDENTOGO - OK FINGERPRINT BILLERICA MA	\$53.25
11/01	11/02	24692161305100596189152	INDEED 203-564-2400 CT	\$477.82
11/03	11/04	24210731307083738377920	IDENTOGO - OK FINGERPRINT BILLERICA MA	\$52.25
11/08	11/09	24210731312083750371564	IDENTOGO - OK FINGERPRINT BILLERICA MA	\$53.25
11/09	11/10	24210731313083334164187	IDENTOGO - OK FINGERPRINT BILLERICA MA	\$53.25
11/12	11/15	24210731316083732854519	IDENTOGO - OK FINGERPRINT BILLERICA MA	\$53.25
11/13	11/15	24692161317100029352118	INDEED 203-564-2400 CT	\$523.77
11/16	11/17	24210731320083328605444	IDENTOGO - OK FINGERPRINT BILLERICA MA	\$53.25
11/16	11/17	24692161320100331497515	INDEED 203-564-2400 CT	\$560.24
11/17	11/18	24733091322091278003754	TXDPS CRIME RECS EGOV.COM TX	\$12.53

(transactions continued on next page)

Account Number: [REDACTED]
 CROSSROADS YOUTH & FAMILY
 Statement Closing Date: 11/27/21

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Cardholder Account Activity cont.

11/17	11/18	24210731321083304210135	IDENTOGO - OK FINGERPRINT BILLERICA MA	\$53.25
11/18	11/19	24210731322083305877261	IDENTOGO - OK FINGERPRINT BILLERICA MA	\$53.25
11/18	11/19	24210731322083730708743	IDENTOGO - OK FINGERPRINT BILLERICA MA	\$53.25
11/18	11/19	24692161322100861330290	INDEED 203-564-2400 CT	\$527.01
11/19	11/22	24210731323083729951493	IDENTOGO - OK FINGERPRINT BILLERICA MA	\$53.25
11/19	11/22	24210731323083735117071	IDENTOGO - OK FINGERPRINT BILLERICA MA	\$53.25

CHRISTABEL SUTHERS		Credit Limit	Credits	Purchases	Cash Advances	Total Activity
[REDACTED]		\$4,000	\$0.00	\$1,422.44	\$0.00	\$1,422.44
Trans Date	Post Date	Reference Number	Description			Amount
10/27	10/28	24692161300100535054363	WALMART.COM AA 800-966-6546 AR			\$15.21
10/27	10/28	24692161300100534932585	WALMART.COM AA 800-966-6546 AR			\$69.94
10/27	10/29	24445001301500502304948	DOMINO'S 6439 405-692-0303 OK			\$100.74
10/30	11/01	24055231303083321842200	WALMART.COM AA 800-966-6546 AR			\$339.89
11/02	11/03	24231681307091413818896	MCALISTERS 100973 OLO.COM OK			\$47.85
11/03	11/05	24013391308000336974115	036 TORCHYS CF NORMAN 512-4418900 OK			\$83.23
11/03	11/05	24445001308500445647505	DOMINO'S 6439 405-692-0303 OK			\$195.41
11/08	11/09	24055231313207873800070	GET AIR SOONER,LLC 801-917-1935 OK			\$264.24
11/09	11/11	24445001314500469100011	DOMINO'S 6439 405-692-0303 OK			\$81.28
11/12	11/15	24692161316100101066249	SQ *CORNER COPY NORMAN OK			\$26.32
11/15	11/16	24692161319100508809339	WALMART.COM AA 800-966-6546 AR			\$10.82
11/15	11/16	24692161319100508726384	WALMART.COM AA 800-966-6546 AR			\$157.52
11/22	11/23	24692161326100863009591	WALMART.COM AA 800-966-6546 AR			\$24.99
11/23	11/24	24055231327083718761734	WALMART.COM AW 800-966-6546 AR			\$5.00

WENDY SWATEK		Credit Limit	Credits	Purchases	Cash Advances	Total Activity
[REDACTED]		\$4,500	\$0.00	\$1,132.69	\$0.00	\$1,132.69
Trans Date	Post Date	Reference Number	Description			Amount
10/28	10/29	24692161301100503352350	VBS*VONAGE BUSINESS 866-901-0242 GA			\$76.64
11/08	11/09	24692161312100880964618	SQ *ORLANDO TRANSPORTATIO ORLANDO FL			\$63.25
11/13	11/15	24692161317100027895845	VBS*VONAGE BUSINESS 866-901-0242 GA			\$19.84
11/16	11/17	24692161320100335874628	VBS*VONAGE BUSINESS 866-901-0242 GA			\$542.29
11/18	11/19	24692161322100861408567	VBS*VONAGE BUSINESS 866-901-0242 GA			\$230.77
11/19	11/22	24011341323000053978875	ZOOM.US 888-799-9666 WWW.ZOOM.US CA			\$199.90

TYDREE LEWIS		Credit Limit	Credits	Purchases	Cash Advances	Total Activity
[REDACTED]		\$4,500	\$0.00	\$1,869.61	\$0.00	\$1,869.61
Trans Date	Post Date	Reference Number	Description			Amount
10/31	11/02	24445001305500516013135	WENDY'S 357 NORMAN OK			\$35.53
11/01	11/02	24055231305083344500742	WALMART.COM AA 800-966-6546 AR			\$368.05
11/02	11/03	24445001306100121959951	WALMART.COM AW 800-966-6546 AR			\$5.00
11/02	11/03	24055231306083348335805	WALMART.COM AA 800-966-6546 AR			\$58.04
11/03	11/04	24692161307100873433305	WALMART.COM AZ 800-966-6546 AR			\$4.00
11/07	11/08	24445001311100289764048	WALMART.COM AU 800-966-6546 AR			\$5.00
11/06	11/08	24427331310720205062815	MCDONALD'S F33494 NORMAN OK			\$16.30
11/07	11/08	24692161311100245852467	SQ *BEANSTALK COFFEE & SN NORMAN OK			\$18.76
11/05	11/08	24055231309083324800183	WALMART.COM AA 800-966-6546 AR			\$46.23
11/08	11/09	24692161312100671919680	WALMART.COM AA 800-966-6546 AR			\$470.62
11/15	11/16	24692161319100474692271	GOOGLE *YOUTUBE VIDEOS G.CO/HELPPAY# CA			\$5.99
11/15	11/16	24034541319001506547220	PHILLIPS 66 - ONCUE 0111 NORMAN OK			\$29.57
11/14	11/16	24445001319500501933952	DOMINO'S 6439 405-692-0303 OK			\$30.35
11/16	11/17	24055231320083335079566	WALMART.COM AZ 800-966-6546 AR			\$5.00
11/16	11/17	24055231320083747010845	WALMART.COM AA 800-966-6546 AR			\$87.05
11/16	11/17	24692161320100349048839	WALMART.COM AA 800-966-6546 AR			\$402.19
11/17	11/18	24055231321083310809648	WALMART.COM AU 800-966-6546 AR			\$4.00
11/21	11/22	24692161325100296499774	GOOGLE *YOUTUBE VIDEOS G.CO/HELPPAY# CA			\$19.99
11/19	11/22	24445001324500557091047	DOMINO'S 6439 405-692-0303 OK			\$24.53
11/19	11/22	24055231324206688000097	SOONER BOWL / SBCATERING NORMAN OK			\$25.77
11/21	11/22	24692161325100386914405	GOOGLE *YOUTUBE TV G.CO/HELPPAY# CA			\$79.98
11/21	11/23	24445001326500496173557	WENDY'S 357 NORMAN OK			\$17.94
11/22	11/23	24431061326602760699794	9640 AMC ONLINE 888-440-4262 KS			\$109.72

STACIE CASEY		Credit Limit	Credits	Purchases	Cash Advances	Total Activity
[REDACTED]		\$4,000	\$0.00	\$54.40	\$0.00	\$54.40
Trans Date	Post Date	Reference Number	Description			Amount
11/05	11/08	24692161309100682862734	AMERICAN RED CROSS 800-733-2767 DC			\$54.40

(transactions continued on next page)



Account Number: [REDACTED]
 CROSSROADS YOUTH & FAMILY
 Statement Closing Date: 11/27/21

Cardholder Account Activity cont.

BRITNI COWLES		Credit Limit	Credits	Purchases	Cash Advances	Total Activity
[REDACTED]		\$4,000	\$0.00	\$1,112.00	\$0.00	\$1,112.00
Trans Date	Post Date	Reference Number	Description			Amount
10/27	10/28	24492161300000017446891	CENTER FOR EARLY CHILD THERMACUBE.CO OK			\$20.00
10/27	10/28	24013391300002849403408	CARE COURSES 703-4481800 VA			\$120.00
10/27	10/28	24492161300000021766557	TEACHSTONE TRAINING WWW.TEACHSTON VA			\$250.00
11/10	11/11	24431061315206686400585	THE COUNCIL FOR PROFESSI 202-772-5540 DC			\$33.00
11/10	11/11	24013391314001027451910	CARE COURSES 703-4481800 VA			\$180.00
11/10	11/11	24013391314001027451985	CARE COURSES 703-4481800 VA			\$344.00
11/12	11/15	24431061317206686600240	THE COUNCIL FOR PROFESSI 202-772-5540 DC			\$125.00
11/19	11/22	24492161323000023034585	CENTER FOR EARLY CHILD THERMACUBE.CO OK			\$20.00
11/19	11/22	24492161323000024297314	CENTER FOR EARLY CHILD THERMACUBE.CO OK			\$20.00

MIKE TEMPLETON		Credit Limit	Credits	Purchases	Cash Advances	Total Activity
[REDACTED]		\$10,000	\$0.00	\$4,019.77	\$0.00	\$4,019.77
Trans Date	Post Date	Reference Number	Description			Amount
10/27	10/29	24207851301165701258828	COS WATER OFFICE SEMINOLE OK			\$120.00
11/01	11/02	24399001305295001015721	BEST BUY 00017871 MOORE OK			\$92.20
11/01	11/02	24399001305295056050326	BEST BUY 00002196 OKLAHOMA CITY OK			\$146.61
11/04	11/05	24138291309207000000090	STROUD TRUE VALUE STROUD OK			\$10.35
11/05	11/05	24692161309100126684652	BNB TECHNOLOGY 405-292-5408 OK			\$879.99
11/05	11/08	24493981309700740307499	SAFELITE AUTOGLASS 614-210-9192 OH			\$505.83
11/12	11/15	24493981316700778214667	SAFELITE AUTOGLASS 614-210-9192 OH			\$526.52
11/12	11/15	24493981316700778216050	SAFELITE AUTOGLASS 614-210-9192 OH			\$838.27
11/18	11/19	24055221322083355856660	DUMPSTER BUDGET DUMPST 866-284-6164 OH			\$420.00
11/18	11/19	24055221322083337101409	DUMPSTER BUDGET DUMPST 866-284-6164 OH			\$480.00

DENISE MCCLURE		Credit Limit	Credits	Purchases	Cash Advances	Total Activity
[REDACTED]		\$10,000	\$0.00	\$3,696.84	\$0.00	\$3,696.84
Trans Date	Post Date	Reference Number	Description			Amount
11/02	11/03	24492151306745526078297	OKLAHOMANATURALGAS 800-664-5463 OK			\$60.38
11/03	11/04	24492151307719632070612	OKLAHOMANATURALGAS 800-664-5463 OK			\$500.00
11/03	11/04	24492151307717633876714	OKLAHOMANATURALGAS 800-664-5463 OK			\$504.45
11/10	11/11	24733091315091271003966	TXDPS CRIME RECS EGOV.COM TX			\$6.39
11/10	11/12	24692161315100222748601	SOUTHWES 5261451628663 800-435-9792 TX SWATEK/WENDY 11/11/21 MCO HOU OKC			\$183.99
11/12	11/15	24692161316100917896391	WALMART.COM AA 800-966-6546 AR			\$119.80
11/12	11/15	24055231316083709760839	WALMART.COM AW 800-966-6546 AR			\$183.37
11/15	11/16	24013391319001543189940	CARE COURSES 703-4481800 VA			\$282.00
11/15	11/16	2449216131900036422831	TEACHSTONE TRAINING WWW.TEACHSTON VA			\$329.00
11/15	11/16	24692161319100316193769	WALMART.COM AA 800-966-6546 AR			\$547.26
11/15	11/16	24011341320000000601839	SP * FEZIBO HTTPSWWWW.FEZI NV			\$579.99
11/16	11/17	24638181320017026905898	PIKEPASS ON-LINE 800-745-3727 OK			\$160.00
11/16	11/18	24427331321710031596885	SPROUTS FARMERS MAR NORMAN OK			\$17.39
11/16	11/18	24000971321508402954966	BILLY SIMS BBQ NORMAN 999-9999999 OK			\$182.82
11/19	11/22	24431061323083743548817	FOOD EMPLOYEE PERMITS 253-649-1516 WA			\$10.00
11/19	11/22	24431061323083342810295	FOOD EMPLOYEE PERMITS 253-649-1516 WA			\$30.00




Enrollment Summary

Funded Enrollment: 935
 HS 595 EHS 340
 Funded Enrollment 214
 Lincoln /Seminole
 Head Start

(See enrollment spreadsheet for detailed breakdown)

Facilities Summary

See facility update for details



CSBI Head Start/Early Head Start

No major facility issues at this time.

Baby Steps Teen Parent Program

No major facility issues at this time.

Main Street Head Start/Early Head Start

No major facility issues at this time

St. Stephens Head Start (Norman)

No major facility issues at this time.

Noble Head Start

No major facility issues at this time.

Little Axe Head Start

No major facility issues at this time.

Moore Head Start/Early Head Start

No major facility issues at this time.



Union Street Head Start (Shawnee)

Bethel Head Start

DHS Inspection is due to take place on 12/8/2021

Neighborhood Head Start

No major facility issues at this time.

Tecumseh Head Start

No major facility issues at this time.

Maud Head Street

No major facility issues at this time.

Learning Tree Head Start/Early Head Start

The extra room, formerly the break room is being converted to office space.

Treasured Moments Early Head Start

No major facility issues at this time

Seminole Child Development Center Early Head Start

No major facility issues at this time.

Seminole Head Start

We are awaiting the DHS walk through

Butner

No major facility issues

Sasakwa

No major facility issue, but has not been open due to lack of staff.

Beginnings

No major facility issues at this time

Children's Chateau Early Head Start

No major facility issues at this time

Education Engine

No major facility issues at this time

First Start Early Head Start

No major facility issues at this time

Summit Ridge Head Start

No major facility issues at this time.

Agra

No major facility issues

Carney

No major facilities but it is not been opened due to lack of staff

Chandler

No major facility issues

Stroud

No major facility issues. We have leased office space in Stroud to relocate the offices inside the Stroud classroom.

Prague

No major facility issues

Volunteer in-kind documentation

(See attached volunteer/in-kind spreadsheet for detailed breakdown)

Accident Report Summary

(See attached accident spreadsheet for detailed breakdown)

None for the month of August due to no classes open

Terrie Vicknair, HS/EHS Program Director

Date

**Crossroads Head Start
Enrollment Report
Master**

November 30, 2021

Head Start Recap by County	Funded Enrollment	Current Enrollment to 100%	Current Enrollment to 101%	Current Enrollment (130% ↑)	Total	Vacancies w/in 30 days	Vacancies past 30 days	Waiting List (0%-100%)		Waiting List (101%-130%)		Waiting List (130% ↑)		Pending
								Transitions	WL	ERS	Transitions	WL	ERS	
Cleveland	4/12 closed	89	13	9	111	1	92	9	12	2	2	7	36	1
Comanche	3/12 closed	105	19	2	126	3	75	0	5	0	2	2	32	7
Pottawatomie	1/11 closed	112	10	0	122	14	51	0	0	0	0	0	34	0
Lincoln	1/6 closed	59	6	4	69	8	23	0	6	0	0	0	9	0
Seminole HS	4/5 closed	9	1	0	10	0	75	0	14	0	0	0	7	7
Overall Totals	13 closed	374	49	15	438	26	316	9	37	2	4	9	118	15
Cleveland County														
CSBI		25	0	0	25	0	8	3	1	1	1	0	8	1
Little Axe		10	0	4	14	0	3	0	0	0	0	0	4	0
Main Street		24	6	2	30	0	2	2	5	1	1	7	0	0
Moore	2 CR closed	22	7	3	31	1	25	2	6	0	0	0	12	0
Noble		8	0	0	8	0	9	2	0	0	0	0	10	0
St. Stephens	2 CR closed	0	0	0	0	0	94	0	0	0	0	0	2	0
Totals	0	89	13	9	111	1	92	9	12	2	2	7	36	1

**Crossroads Head Start
Enrollment Report
Master**

November 30, 2021

Comanche County	Funded Enrollment	Current Enrollment (0% to 100%)	Current Enrollment (101% to 130%)	Current Enrollment (130% ↑)	Total	Vacancies w/in 30 days	Vacancies past 30 days	Waiting List (0% - 100%)		Waiting List (101% - 130%)		Waiting List (130% ↑)		Pending
								ERS Transitions	WL	ERS Transitions	WL	ERS Transitions	WL	
Beginnings	68	38	5	1	44	0	24	0	1	0	1	0	7	0
Education Engine	102	47	11	0	58	2	42	0	2	0	0	1	14	4
Summit Ridge	34	20	3	1	24	1	9	0	2	0	1	1	11	3
Totals	204	105	19	2	126	3	75	0	5	0	2	2	32	7
Pottawatomie County														
Bethel	17	4	0	0	4	13	0	0	0	0	0	0	4	0
Learning Tree	17	11	1	0	12	1	4	0	0	0	0	0	0	0
Maud	17	12	0	0	12	0	5	0	0	0	0	0	0	0
Neighborhood	17	14	2	0	16	0	1	0	0	0	0	0	0	0
Tecumseh	34	28	3	0	31	0	3	0	0	0	0	0	9	0
Union Street	85	43	4	0	47	0	38	0	0	0	0	0	18	0
Totals	0	112	10	0	122	14	51	0	0	0	0	0	34	0

Total:

Of Currently:

Crossroads Head Start

Enrollment Report

Master

November 30, 2021

Lincoln County	Funded Enrollment	Current Enrollment (0% to 100%)	Current Enrollment (101% to 130%)	Current Enrollment (130% ↑)	Total	Vacancies w/in 30 days	Vacancies past 30 days	Waiting List (0%-100%)		Waiting List (101%-130%)		Waiting List (130% ↑)		Pending
								EHS Transitions	WL	EHS Transitions	WL	EHS Transitions	WL	
Agra	17	11	3	0	14	0	3	0	0	0	0	0	0	0
Carney	Not open	0	0	0	0	0	17	0	4	0	0	0	4	0
Chandler	15	13	0	0	13	2	0	0	0	0	0	0	0	0
Davenport	17	15	0	2	17	0	0	0	2	0	0	0	0	0
Prague	17	8	3	0	11	6	0	0	0	0	0	0	4	3
Stroud	17	12	0	2	14	0	3	0	1(age)	0	0	0	3	0
Totals	0	59	6	4	69	8	23	0	6	0	0	0	19	3
Seminole HS County	Funded Enrollment	Current Enrollment (0% to 100%)	Current Enrollment (101% to 130%)	Current Enrollment (130% ↑)	Total	Vacancies w/in 30 days	Vacancies past 30 days	Waiting List (0%-100%)		Waiting List (101%-130%)		Waiting List (130% ↑)		Pending
Butner	17	9	1	0	10	0	7	0	5(age)	0	0	0	1	2
Sasakwa	Not open	0	0	0	0	0	17	0	3	0	0	0	2	4
Seminole HS	Not open	0	0	0	0	0	51	0	11	0	0	0	4	1
Totals	0	9	1	0	10	0	75	0	14	0	0	0	7	7

Total:

Currently:

Remaining:

Crossroads Early Head Start

Enrollment Report

Master

November 30, 2021

Early Head Start Recap by County	Funded Enrollment	Current Enrollment (0% to 100%)	Current Enrollment (101% to 130%)	Current Enrollment (130% ↑)	Total	Vacancies w/in 30 days	Vacancies past 30 days	Waiting List (0%-100%)	Waiting List (101%-130%)	Waiting List (130% ↑)	Pending
Cleveland	96	65	8	2	75	9	12	23	10	26	3
Comanche	136	101	16	3	120	5	11	23	10	26	3
Pottawatomie	76	66	3	0	69	3	4	17	1	13	3
Seminole	32	32	0	0	32	0	0	15	0	9	0
Overall Totals	340	264	27	5	296	17	27	78	21	74	9
Cleveland County EHS Sites	Funded Enrollment	Current Enrollment (0% to 100%)	Current Enrollment (101% to 130%)	Current Enrollment (130% ↑)	Total	Vacancies w/in 30 days	Vacancies past 30 days	Waiting List (0%-100%)	Waiting List (101%-130%)	Waiting List (130% ↑)	Pending
Baby Steps	16	4	1	0	5	1	10	0	0	0	1
CSBI EHS	24	14	4	2	20	4	0	4	3	4	2
Main St. EHS	32	25	3	0	28	3	1	9	2	11	0
Moore EHS	16	14	0	0	14	1	1	9	5	6	0
Noble EHS	8	8	0	0	8	0	0	1	0	5	0
Totals	96	65	8	2	75	9	12	23	10	26	3

Crossroads Head Start/Early Head Start

Enrollment Report

Master

November 30, 2021

Comanche County EHS Sites	Funded Enrollment	Current Enrollment (0% to 100%)	Current Enrollment (101% to 130%)	Current Enrollment (130% ↑)	Total	Vacancies w/in 30 days	Vacancies past 30 days	Waiting List (0%-100%)	Waiting List (101%-130%)	Waiting List (130% ↑)	Pending
Children's Chatea	32	24	3	1	28	1	3	2	0	4	0
First Start	32	27	3	1	31	1	0	0	0	9	0
Summit Ridge	16	12	2	1	15	1	0	4	0	6	1
Education Engine	32	19	3	0	22	2	8	0	0	8	0
Beginnings	24	19	5	0	24	0	0	0	0	8	2
Totals	136	101	16	3	120	5	11	6	0	35	3
Pottawatomie County EHS Sites											
Bethel	8	2	0	0	2	2	4	0	0	2	0
Learning Tree	44	35	1	0	36	0	0	17	1	11	3
Neighborhood	8	8	0	0	8	0	0	0	0	0	0
Measured Moment	8	5	2	0	7	1	0	0	0	0	0
Union Street	16	16	0	0	16	0	0	0	0	0	0
Totals	84	66	3	0	69	3	4	17	1	13	3
Seminole County EHS Sites											
Funded Enrollment											
Seminole	32	32	0	0	32	0	0	15	0	9	0

Total:

OI currently:

OI remaining:

12/2/2021
1:29 PM

1083 - Accident Report for Policy Council

1 of 2
VickiB

Location (Site)	Date	Incident Ty	Description of the Incident	Injury
Report: Accident Report for Policy Council				
Beginnings Academy EHS	11/02/21	Minor	Pushing a push toy, fell	Cut on upper gum
Beginnings Academy EHS	11/08/21	Minor	Other baby crawling and bit this child	Child bite R side nose
Beginnings Academy HS	11/02/21	Minor	Other child hit this child with block toy	Swollen area L upper head area
Beginnings Academy HS	11/05/21	Minor	Bumped heads with another child	Reddened area R eyebrow
Beginnings Academy HS	11/09/21	Minor	Dancing, tripped, hit head on crib	Scrape on R upper head area
Beginnings Academy HS	11/09/21	Minor	Other child took toy, bit this child	Child bite R arm
Children's Chateau EHS	11/09/21	Minor	Other child took toy, bit this child	Child bite R arm
Children's Chateau EHS	11/17/21	Minor	Walking, tripped, fell, hit bookshelf	Bloody nose
Children's Chateau EHS	11/30/21	Minor	Pulled away from other child, let go, fell	Bruise L upper side of head
Education Engine HS	11/03/21	Minor	Riding rolling toy, fell off	Swollen area back of head
Education Engine HS	11/15/21	Minor	Other child scratched this child	Scratch L side face
First Start EHS	11/12/21	Minor	Tripped, hit small chair	Bruise, red marks L side face
Learning Tree EHS	11/15/21	Minor	Fighting with another child	Scratch on Left side of face
Learning Tree EHS	11/15/21	Minor	Running and fell	Busted lip
Learning Tree EHS	11/17/21	Minor	Scratched by peer	Scratch on L ear and cheek
Learning Tree EHS	11/17/21	Minor	Playing and fell	Busted lower lip
Learning Tree EHS	11/18/21	Minor	Trip and fall	Carpet burn on forehead
Learning Tree EHS	11/29/21	Minor	Fell out of chair	Bump on head
Learning Tree HS	11/29/21	Minor	Fell out of chair	Bump on head
Main Street EHS	11/11/21	Minor	Hit with toy while working	Swollen area and skin discoloration to Left eye
Main Street HS	11/03/21	Minor	Trip and fall	Swollen area on right cheek
Moore EHS	11/01/21	Minor	Child bite	Child bite on right side of back
Moore EHS	11/09/21	Minor	Running, trip and fall	Skin discoloration to Left eye

1083 - Accident Report for Policy Council

2 of 2
VickiB

49 12/2/2021
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Location (Site)	Date	Incident Ty	Description of the Incident	Injury
Moore EHS	11/09/21	Minor	Bit her own lip	Busted/Bit lower lip
Moore EHS	11/10/21	Minor	Child bite	Child bite on upper back
Moore HS	11/02/21	Minor	Fell out of chair	Red mark on back of his neck
Moore HS	11/12/21	Minor	Climbing on steps and fell	Discolor on L ear
Neighborhood EHS	11/02/21	Minor	Bent down and bumped head on table	Skin discoloration on Right side forehead
Seminole EHS	11/01/21	Minor	Dropped a toy on her foot	Skin discoloration on Right toe
Summit Ridge HS	11/01/21	Minor	Running, tripped, fell back	Swollen area back of head
Summit Ridge HS	11/04/21	Minor	Bumped into other child, turning around	Bloody nose
Summit Ridge HS	11/12/21	Minor	Tripped, hit small chair	Bruise, red marks L side face
Union Street EHS	11/12/21	Minor	Walking and tripped	Skin discoloration on L face
Union Street HS	11/17/21	Minor	Scratch on nose	Scratch on nose

**Crossroads Head Start/Early Head Start
Volunteer In-kind Report
October 2021**

Location	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Total	Annual Goal	% Achieved
Early Head Start															
Baby Steps EHS	369.37	511.11	450.98	519.70	-	-	197.57	326.42	274.58	-	-	-	2,650.03	8,246.40	32.1%
Beginnings Academy EHS	1,859.74	1,769.54	1,795.31	1,846.85	2,229.11	2,138.91	-	1,980.00	1,679.95	-	-	-	15,296.81	12,369.60	123.7%
Bethel EHS	25.71	-	253.41	236.23	193.28	-	356.49	-	-	-	-	-	1,065.18	4,123.20	25.8%
Children's Chateau	760.22	953.49	1,039.52	996.44	1,052.28	798.87	-	962.08	1,181.13	-	-	-	7,804.03	16,492.80	47.3%
CSBI EHS	996.16	1,155.36	2,548.91	874.90	-	3,208.37	322.13	1,817.02	1,809.90	-	-	-	12,732.75	12,369.60	102.9%
Education Engine EHS	2,267.76	1,928.46	2,027.18	1,967.11	1,709.41	2,336.48	700.09	1,988.59	1,713.71	-	-	-	16,638.79	12,369.60	134.5%
First Start EHS	1,181.13	1,473.19	1,546.20	1,614.92	1,563.38	1,838.26	914.84	1,876.92	1,851.15	-	-	-	13,859.99	16,492.80	84.0%
Learning Tree EHS	1,602.04	1,537.61	2,027.24	698.55	1,838.26	2,400.91	1,005.03	2,308.88	1,546.20	-	-	-	14,984.72	24,739.20	60.5%
Main Street EHS	1,735.18	2,315.01	2,379.43	2,564.12	2,650.02	2,130.32	584.12	1,529.02	1,267.03	-	-	-	17,154.25	16,492.80	104.0%
Moore EHS	1,275.62	1,541.91	1,692.23	1,576.27	1,838.26	-	-	3,543.38	1,718.00	-	-	-	13,185.67	8,246.40	159.9%
Neighborhood EHS	-	-	-	-	-	-	-	-	103.08	-	-	-	103.08	4,123.20	2.5%
Noble EHS	519.70	614.19	395.14	382.26	433.80	-	639.96	206.16	536.68	-	-	-	3,728.09	4,123.20	90.4%
Seminole EHS	1,636.40	1,546.20	1,086.64	1,090.93	1,249.85	1,632.10	416.82	1,112.41	1,748.68	-	-	-	11,520.83	16,492.80	69.9%
Summit Ridge EHS	592.71	738.74	1,224.08	1,181.13	-	635.66	154.82	579.83	519.70	-	-	-	5,626.47	8,246.40	68.2%
Treasured Moments	339.31	382.26	541.17	438.09	-	-	128.85	257.70	-	-	-	-	2,087.38	4,123.20	50.5%
Union Street EHS	373.87	347.90	193.28	360.78	240.52	326.42	128.85	781.69	1,644.99	-	-	-	4,398.10	4,123.20	106.7%
SubTotal	15,534.78	16,814.97	19,260.72	16,348.28	14,998.17	17,446.30	5,549.17	19,270.10	17,595.68	-	-	-	142,818.17	173,174.40	82.5%
Head Start															
Beginnings Academy HS	1,773.84	2,512.58	2,327.89	1,305.68	-	68.72	-	5,416.00	3,075.22	-	-	-	16,479.93	35,047.20	47.0%
Bethel HS	-	34.36	309.24	309.24	-	94.49	-	-	-	-	-	-	747.33	8,761.80	8.5%
CSBI HS	644.25	1,868.33	1,915.57	768.81	-	1,597.74	118.49	1,730.89	2,100.26	-	-	-	10,744.34	17,523.60	61.3%
Education Engine HS	3,723.77	4,857.65	4,663.19	2,916.31	687.20	618.48	854.71	3,947.11	4,320.77	-	-	-	26,609.19	52,570.80	50.6%
Learning Tree HS	1,194.01	1,047.98	1,288.50	1,030.80	-	1,735.18	47.25	81.61	412.32	-	-	-	6,837.65	8,761.80	78.0%
Little Ave	395.14	708.68	554.06	708.68	-	-	343.60	-	1,687.94	-	-	-	4,398.10	8,761.80	50.2%
Main Street HS	1,876.92	2,134.62	2,156.09	352.19	691.50	455.27	-	1,322.86	1,941.34	-	-	-	10,930.79	17,523.60	62.4%
Maud	1,219.79	515.40	1,181.13	1,099.52	-	-	128.85	652.84	-	-	-	-	4,797.53	8,761.80	54.8%
Moore HS	1,696.53	1,705.12	2,254.98	897.66	700.89	-	-	773.10	2,907.72	-	-	-	10,935.70	35,047.20	31.2%
Neighborhood HS	154.62	-	1,039.39	506.81	-	-	-	554.06	963.38	-	-	-	3,433.01	8,761.80	39.2%
Noble HS	932.02	1,649.28	1,017.92	536.68	-	-	30.07	1,078.05	889.07	-	-	-	6,133.28	8,761.80	70.0%
St. Stephens	390.65	605.60	279.18	262.00	-	-	-	-	-	-	-	-	1,537.63	17,523.60	8.8%
Summit Ridge HS	1,610.63	2,040.13	1,855.44	1,202.60	412.32	-	-	2,036.63	2,362.25	-	-	-	11,519.20	17,523.60	65.7%
Tecumseh	1,765.25	1,554.79	1,864.03	1,773.84	-	-	-	1,567.68	1,911.28	-	-	-	10,436.87	17,523.60	59.6%
Union Street HS	257.70	691.50	785.99	326.42	296.36	-	180.39	936.31	1,580.56	-	-	-	5,055.23	43,809.00	11.5%
SubTotal	17,835.32	21,928.02	23,512.80	13,997.44	2,788.07	4,569.68	1,918.11	20,096.34	24,152.11	-	-	-	130,595.79	306,663.00	42.6%
Policy Council	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total OverAll	33,170.10	38,740.99	42,773.22	30,345.72	17,786.24	22,016.18	7,467.28	39,366.44	41,747.79	-	-	-	273,413.96	479,837.40	57.0%

Crossroads Head Start/Early Head Start
 Volunteer Inkind Report
 Lincoln County
 October 2021

Location	Sep	Oct	Nov	Dec	Jan	Total	Annual Goal	% Achieved
Agra	47.25	30.07				77.32	8,761.80	0.9%
Butner	746.07	1,055.15				1,801.22	8,761.80	20.6%
Carney	-	-				-	8,761.80	0.0%
Chandler	-	-				-	8,761.80	0.0%
Davenport	1,245.55	-				1,245.55	8,761.80	14.2%
Prague	416.62	528.29				944.91	8,761.80	10.8%
Sasakwa	-	-				-	8,761.80	0.0%
Seminole HS	-	-				-	26,285.40	0.0%
Stroud	236.23	68.72				304.95	8,761.80	3.5%
Total	2,691.72	1,682.23	-	-	-	4,373.95	96,379.80	4.5%

12/6/2021
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Crossroads HS/EHS

2301 - Average Daily Attendance

<All Records> Attendance Date: 11/1/2021 - 11/30/2021

Crossroads HS/EHS

	Attendance Records			Operating Days	ADA ¹	Funded Enrollment		Actual Enrollment	
	Present ⁴	Absent ⁶	Neither ⁷			Count	% Attendance	Count ²	% Attendance ³
Baby Steps EHS	82	13	0	16.00 (avg)	5.12	8	64.06%	5.94	86.32%
Beginnings Academy EHS	333	75	0	17.00 (avg)	19.58	24	81.62%	24.00	81.62%
Beginnings Academy HS	617	118	0	17.00 (avg)	36.29	51	71.16%	43.24	83.95%
Children's Chateau EHS	402	91	0	17.00 (avg)	23.65	32	73.90%	29.00	81.54%
CSBI EHS	267	78	0	17.00 (avg)	15.70	24	65.44%	20.30	77.39%
CSBI HS	373	50	0	17.00 (avg)	21.94	34	64.53%	24.88	88.18%
Education Engine EHS	321	52	0	17.00 (avg)	18.88	24	78.68%	21.94	86.06%
Education Engine HS	805	167	0	17.00 (avg)	47.36	85	55.71%	57.18	82.82%
First Start EHS	400	107	2	17.00 (avg)	23.53	32	73.53%	29.82	78.90%
Learning Tree EHS	500	97	0	17.00 (avg)	29.42	36	81.70%	35.12	83.75%
Learning Tree HS	237	23	0	17.00 (avg)	13.94	17	82.01%	15.29	91.15%
Little Axe HS	202	35	1	17.00 (avg)	11.88	17	69.90%	13.94	85.23%
Main Street EHS	442	55	1	17.00 (avg)	25.99	32	81.25%	29.23	88.93%
Main Street HS	434	95	0	17.00 (avg)	25.53	34	75.09%	31.12	82.04%
Maud HS	76	108	0	16.00 (avg)	4.75	17	27.94%	11.50	41.30%
Moore EHS	181	67	0	17.00 (avg)	10.64	16	66.54%	14.59	72.98%
Moore HS	469	78	3	17.00 (avg)	27.59	34	81.14%	32.17	85.74%
Neighborhood EHS	79	39	18	17.00 (avg)	4.65	8	58.09%	6.94	66.95%
Neighborhood HS	188	23	0	17.00 (avg)	11.06	17	65.05%	12.41	89.10%
Noble EHS	103	33	0	17.00 (avg)	6.06	8	75.74%	8.00	75.74%
Noble HS	106	30	0	17.00 (avg)	6.24	17	36.68%	8.00	77.94%
Seminole EHS	434	91	0	17.00 (avg)	25.52	32	79.78%	30.88	82.67%
Summit Ridge EHS	196	49	1	17.00 (avg)	11.52	16	72.06%	14.41	80.00%
Summit Ridge HS	335	72	2	17.00 (avg)	19.71	34	57.96%	23.94	82.31%
Tecumseh HS	407	66	0	17.00 (avg)	23.94	34	70.42%	27.82	86.05%
Treasured Moments EHS	80	41	0	17.00 (avg)	4.71	8	58.82%	7.12	66.12%
Union Street EHS	236	17	17	17.00 (avg)	13.88	16	86.76%	14.88	93.28%
Union Street HS	573	177	0	17.00 (avg)	33.70	68	49.57%	44.13	76.40%
Crossroads HS/EHS	8,878	1,947	45	16.97 (avg)	522.78	775	67.51%	637.79	82.01%

1. ADA for each classroom is the sum of statuses selected to count as 'Present' on the setup screen divided by the Operating Days for that classroom.
2. Actual Enrollment Count for each classroom is the sum of the Present and Absent columns divided by the Operating Days
3. Percent Attendance is the Present count divided by the sum of Present and Absent Count
4. Site totals for ADA, Funded Enrollment Count, and Actual Enrollment count are the sum of that count for each of the site's classrooms.
5. Statuses counted as Present: Present(P), Present Offsite(PO), Tardy(T), Left Early(LE), Tardy and Left Early(TLE)
6. Statuses counted as Absent: Absent(A), Excused(E)
7. Statuses counted as Neither: No Class (-), Not Scheduled (N)

12/6/2021
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Crossroads HS/EHS

2301 - Average Daily Attendance

<All Records> Attendance Date: 11/1/2021 - 11/30/2021

Page 2 of 2
DarrellC

Crossroads Lincoln/Seminole HS

	Attendance Records			Operating Days	ADA ¹	Funded Enrollment		Actual Enrollment	
	Present ⁸	Absent ⁶	Neither ⁷			Count	% Attendance	Count ²	% Attendance ³
Agra	220	23	0	17.00 (avg)	12.94	17	76.12%	14.29	90.53%
Butner	80	6	0	9.00 (avg)	8.89	17	52.29%	9.56	93.02%
Chandler	204	39	0	17.00 (avg)	12.00	15	80.00%	14.29	83.95%
Davenport	160	69	0	14.00 (avg)	11.43	17	67.23%	16.36	69.87%
Prague	127	48	0	16.00 (avg)	7.94	17	46.69%	10.94	72.57%
Stroud	208	31	0	17.00 (avg)	12.24	17	71.97%	14.06	87.03%
Crossroads Lincoln/Seminole HS	999	216	0	15.00 (avg)	65.44	100	66.78%	79.50	82.22%
Report Totals	9,877	2,163	45	16.81 (avg)	588.22	375	67.44%	717.29	82.03%

1. ADA for each classroom is the sum of statuses selected to count as 'Present' on the setup screen divided by the Operating Days for that classroom.
2. Actual Enrollment Count for each classroom is the sum of the Present and Absent columns divided by the Operating Days
3. Percent Attendance is the Present count divided by the sum of Present and Absent Count
4. Site totals for ADA, Funded Enrollment Count, and Actual Enrollment count are the sum of that count for each of the site's classrooms.
5. Statuses counted as Present: Present(P), Present Offsite(PO), Tardy(T), Left Early(LE), Tardy and Left Early(TLE)
6. Statuses counted as Absent: Absent(A), Excused(E)
7. Statuses counted as Neither: No Class (-), Not Scheduled (N)

CHILD AND ADULT CARE FOOD PROGRAM (CACFP)
 REPORT OF FACILITIES
 OPERATING UNDER ONE INSTITUTION

MONTH: November 2021 SPONSORING ORGANIZATION: Crossroads Youth/Family

complete and return with each month's claim for reimbursement AGREEMENT NUMBER: DC-14-182

ST EACH FACILITY	# DAYS ENROLLED	# ENROLLED	PARTICIPATION		# MEALS SERVED PROGRAM CHILDREN		
			FREE	TOTAL	BREAKFAST 1ST	LUNCH	3RD PM SUPPLEMENT
Baby Steps DCC	16	7	7	7	53	53	53
Children's Chateau	17	30	30	30	385	382	381
CSBI	17	48	48	48	577	624	583
HS	17	25	25	25	336	373	347
EHS	17	23	23	23	241	251	236
First Start EHS	17	32	32	32	395	394	367
Learning Tree	17	54	54	54	639	702	694
HS	17	16	16	16	183	221	220
EHS	17	38	38	38	456	481	474
Main St Head Start	17	63	63	63	751	785	655
HS	17	32	32	32	400	429	317
EHS	17	31	31	31	351	356	338
Moore Extend Day Hd Strt	17	48	48	48	608	643	349
HS	17	33	33	33	433	464	192
EHS	17	15	15	15	175	179	157
Seminole ELC	17	34	34	34	430	420	372
Summit Ridge Head Start	17	45	45	45	471	491	325
HS	17	27	27	27	311	330	248
EHS	17	18	18	18	160	161	77
Treasured Moments HS	17	9	9	9	53	53	53
Beginnings Academy	17	68	68	68	900	925	900
HS	17	44	44	44	596	612	596
EHS	17	24	24	24	304	313	304
Bethel Acres	0	0	0	0	0	0	0
HS							
EHS							
Education Engine	17	86	86	86	1069	1100	562
HS	17	60	60	60	781	798	263
EHS	17	26	26	26	288	302	299
Little Axe Hd Strt	17	14	14	14	198	201	192
Maud HS	16	13	13	13	76	68	1
Neighborhood Hd Strt	17	21	21	21	262	261	225
HS	17	13	13	13	187	184	180
EHS	17	8	8	8	75	77	45
Noble Hd Strt	17	16	16	16	186	189	174
HS	17	8	8	8	101	105	100
EHS	17	8	8	8	85	84	74

AGENCY WIDE MONTH: November 2021

	# MEALS SERVED TO PROGRAM ADULTS		
	Breakfast	1st Lunch	PM Supp
Cleveland HS	252	251	243
Cleveland EHS	303	299	301
Pott HS	319	340	305
Pott EHS	286	287	285
Seminole EHS	170	170	160
Comanche HS	335	353	263
Comanche EHS	541	542	545
TOTALS	2206	2242	2102

CHILD AND ADULT CARE FOOD PROGRAM (CACFP)
 REPORT OF FACILITIES OPERATING UNDER ONE INSTITUTION

MONTH: November 2021

SPONSORING ORGANIZATION: Crossroads Youth/Family

Complete and return with each month's claim for reimbursement AGREEMENT NUMBER: DC-14-182

LIST EACH FACILITY	# DAYS	# ENROLLED	PARTICIPATION		# MEALS SERVED PROGRAM CHILDREN		
			FREE	TOTAL	BREAKFAST 1ST	LUNCH 1ST	SUPPLEMENT 3RD PM
Agra	17	15	15	15	0	0	0
Butner	9	10	10	10	75	77	0
Chandler	17	15	15	15	0	0	204
Davenport	14	17	17	17	0	0	137
Prague	16	12	12	12	117	125	108
Stroud	17	14	14	14	208	205	182
TOTALS		83	83	83	400	407	631

I (We) certify that the above information is true and correct to the best of my (our) knowledge and that the same is supported by the records maintained in accordance with our Child and Adult Care Food Program Agreement.

By: _____ Date: _____

CHILD AND ADULT CARE FOOD PROGRAM (CACFP)
 REPORT OF FACILITIES
 OPERATING UNDER ONE INSTITUTION

AGENCY WIDE

MONTH: November 2021

	# MEALS SERVED TO PROGRAM ADULTS		
	Breakfast	1st Lunch	PM Supp
LIn/Sem HS	194	196	81
TOTALS	194	196	81

5. St Stephens Hd Sirt	0	0	0	0	0	0	0	0	0	0
8. Tecumseh Hd Sirt	17	31	31	31	402	400	397			
8. Crossroads Union St HS	17	65	65	65	772	794	548			
HS	17	49	49	49	540	563	319			
EHS	17	16	16	16	232	231	229			
TOTALS		684	684	684	8227	8485	6831			

(We) certify that the above information is true and correct to the best of my (our) knowledge and that the same is supported by the records maintained in accordance with our Child and Adult Care Food Program Agreement.

By: _____ Date: _____



Enrollment Summary

Funded Enrollment: 935
HS 595 EHS 340
Funded Enrollment 214
Lincoln /Seminole
Head Start

(See enrollment spreadsheet for detailed breakdown)

Facilities Summary

See facility update for details



Cleveland County

CSBI Head Start/Early Head Start

No major facility issues at this time.

Baby Steps Teen Parent Program

No major facility issues at this time.

Main Street Head Start/Early Head Start

No major facility issues at this time

St. Stephens Head Start (Norman)

No major facility issues at this time.

Noble Head Start

No major facility issues at this time.

Little Axe Head Start

No major facility issues at this time.

Moore Head Start/Early Head Start

No major facility issues at this time.



Pottawatomie County

Union Street Head Start (Shawnee)

Bethel Head Start

This center is officially open as of 1/6/2022

Neighborhood Head Start

No major facility issues at this time.

Tecumseh Head Start

No major facility issues at this time.

Maud Head Street

No major facility issues at this time.

Learning Tree Head Start/Early Head Start

The extra room, formerly the break room is being converted to office space and will be completed by next week and new carpet was installed through out the center over the Christmas break.

Treasured Moments Early Head Start

No major facility issues at this time

Seminole County

Seminole Child Development Center Early Head Start

No major facility issues at this time.

Seminole Head Start

We are awaiting the DHS walk through

Butner

No major facility issues

Sasakwa

No major facility issue, but has not been open due to lack of staff.

Orange County

Beginnings

No major facility issues at this time

Children's Chateau Early Head Start

No major facility issues at this time

Education Engine

No major facility issues at this time

First Start Early Head Start

The need for a new roof is in the process of being bid out.

Summit Ridge Head Start

No major facility issues at this time.

Langdon County

Agra

No major facility issues

Carney

No major facilities but it is not been opened due to lack of staff

Chandler

No major facility issues

Stroud

No major facility issues. We have leased office space in Stroud to relocate the offices inside the Stroud classroom.

Prague

No major facility issues

Volunteer in-kind documentation

(See attached volunteer/in-kind spreadsheet for detailed breakdown)

Accident Report Summary

(See attached accident spreadsheet for detailed breakdown)

None for the month of August due to no classes open

Terrie Vicknair, HS/EHS Program Director

Date

**Crossroads Head Start
Enrollment Report
Master**

December 31, 2021

Head Start Recap by County	Funded Enrollment	Current Enrollment (0% to 100%)	Current Enrollment (101% to 130%)	Current Enrollment (130% ↑)	Total	Vacancies w/in 30 days	Vacancies past 30 days	Waiting List (0%- 100%)		Waiting List (101%- 130%)		Waiting List (130% ↑)		Pend ing	
								ERS Transitions	WL	ERS Transitions	WL	ERS Transitions	WL		ERS Transitions
Cleveland	4/12closed	87	13	9	109	2	93	9	13	3	2	2	40	1	
Comanche	3/12 closed	104	21	2	127	4	73	0	4	0	2	2	32	7	
Pottawatomie	1/11closed	104	9	0	113	6	68	0	0	0	0	0	36	0	
Lincoln	1/6closed	51	14	4	69	0	31	9	17	3	4	4	108	8	
Seminole HS	4/5closed	28	0	0	28	0	57	0	8	0	0	0	7	6	
Overall Totals	13 closed	374	57	15	446	12	322	18	42	6	8	8	223	22	
Cleveland County	Funded Enrollment	Current Enrollment (0% to 100%)	Current Enrollment (101% to 130%)	Current Enrollment (130% ↑)	Total	Vacancies w/in 30 days	Vacancies past 30 days	Waiting List (0%- 100%)	Waiting List (101%- 130%)	Waiting List (130% ↑)	ERS Transitions	WL	ERS Transitions	WL	Pend ing
CSBI	34	25	0	0	25	0	9	3	1	0	1	0	5	1	
Little Axe	17	9	0	4	13	1	3	0	0	0	0	0	4	0	
Main Street	34	25	5	2	32	0	2	3	6	3	1	1	7	0	
Moore	2 CR closed	20	8	3	31	1	36	2	6	0	0	0	12	0	
Noble	17	8	0	0	8	0	9	1	0	0	0	1	10	0	
St. Stephens	2 CR closed	0	0	0	0	0	34	0	0	0	0	0	2	0	
Totals	0	87	13	9	109	2	93	9	13	3	2	2	40	1	

**Crossroads Head Start
Enrollment Report
Master**

December 31, 2021

Comanche County	Funded Enrollment	Current Enrollment (0% to 100%)	Current Enrollment (101% to 130%)	Current Enrollment (130% ↑)	Total	Vacancies w/in 30 days	Vacancies past 30 days	Waiting List (0%-100%)		Waiting List (101%-130%)		Waiting List (130% ↑)		Pending	
								ERS Transitions	WL	ERS Transitions	WL	ERS Transitions	WL		ERS Transitions
Beginnings	68	36	6	1	43	0	24	0	0	0	1	0	0	7	0
Education Engine	102	49	12	0	61	2	39	0	0	0	0	1	14	4	4
Summit Ridge	34	19	3	1	23	2	9	0	0	0	1	1	11	3	3
Totals	204	104	21	2	127	4	72	0	0	0	2	2	32	7	7
Pottawatomie County															
Bethel	17	0	0	0	4	0	17	0	0	0	0	0	4	0	0
Learning Tree	17	14	2	0	16	0	1	0	0	0	0	0	0	0	0
Maud	17	11	1	0	12	0	5	0	0	0	0	0	0	0	0
Neighborhood	17	13	0	0	13	0	4	0	0	0	0	0	0	0	0
Tecumseh	34	25	4	0	29	2	3	0	0	0	0	0	0	9	0
Union Street	85	41	2	0	43	4	38	0	0	0	0	0	20	0	0
Totals	0	104	9	0	113	6	68	0	0	0	0	0	36	0	0

Total:
 OI Currently 15
 OI Remainir 29

Crossroads Head Start

Enrollment Report

Master

December 31, 2021

Lincoln County	Funded Enrollment		Current Enrollment (0% to 100%)	Current Enrollment (101% to 130%)	Current Enrollment (130% ↑)	Total	Vacancies w/in 30 days	Vacancies past 30 days	Waiting List (0%-100%)		Waiting List (101%-130%)		Waiting List (130% ↑)		Pending
									EHS Transitions	WL	EHS Transitions	WL	EHS Transitions	WL	
Agra		17	10	4	0	14	0	3	0	0	0	0	0	1	0
Carney	Not open	17	0	0	0	0	0	17	0	4	0	0	0	4	0
Chandler		15	8	5	0	13	0	2	0	0	0	0	0	8	0
Davenport		17	13	2	2	17	0	0	0	2	0	0	0	0	0
Prague		17	9	2	0	11	0	6	0	2	0	0	0	4	0
Stroud		17	11	1	2	14	0	3	0	1	0	0	4	3	0
Totals	0	100	51	14	4	69	0	31	0	9	0	0	4	20	0
Seminole HS County	Funded Enrollment		Current Enrollment (0% to 100%)	Current Enrollment (101% to 130%)	Current Enrollment (130% ↑)	Total	Vacancies w/in 30 days	Vacancies past 30 days	Waiting List (0%-100%)		Waiting List (101%-130%)		Waiting List (130% ↑)		Pending
Butner		17	13	0	0	13	0	4	0	5(age)	0	0	0	1	2
Sasakwa	Not open	17	0	0	0	0	0	17	0	3	0	0	0	2	4
Seminole HS	Not open	51	15	0	0	15	0	36	0	0	0	0	0	4	0
Totals	0	85	28	0	0	28	0	57	0	8	0	0	0	7	6

Total:

Currently:

Remaining:

Crossroads Early Head Start

Enrollment Report

Master

December 31, 2021

Early Head Start Recap by County	Funded Enrollment	Current Enrollment (0% to 100%)	Current Enrollment (101% to 130%)	Current Enrollment (130% ↑)	Total	Vacancies w/in 30 days	Vacancies past 30 days	Waiting List (0%-100%)	Waiting List (101%-130%)	Waiting List (130% ↑)	Pending
Cleveland	96	65	8	2	75	1	20	30	10	25	2
Comanche	136	101	16	3	120	7	9	6	0	35	3
Pottawatomie	76	64	3	0	67	1	8	17	1	12	3
Seminole	32	32	0	0	32	0	0	21	2	13	0
Overall Totals	340	262	27	5	294	9	37	74	13	85	8
Cleveland County EHS Sites	Funded Enrollment	Current Enrollment (0% to 100%)	Current Enrollment (101% to 130%)	Current Enrollment (130% ↑)	Total	Vacancies w/in 30 days	Vacancies past 30 days	Waiting List (0%-100%)	Waiting List (101%-130%)	Waiting List (130% ↑)	Pending
Baby Steps	16	4	1	0	5	0	11	1	0	0	1
CSBI EHS	24	14	4	2	20	0	4	10	3	3	0
Main St. EHS	32	25	3	0	28	3	1	9	2	11	0
Moore EHS	16	14	0	0	14	1	1	9	5	6	0
Noble EHS	8	8	0	0	8	0	0	1	0	5	0
Totals	96	65	8	2	75	4	17	30	10	25	2

Crossroads Head Start/Early Head Start

Enrollment Report

Master

December 31, 2021

Comanche County EHS Sites	Funded Enrollment	Current Enrollment (0% to 100%)	Current Enrollment (101% to 130%)	Current Enrollment (130% ↑)	Total	Vacancies w/in 30 days	Vacancies past 30 days	Waiting List (0%-100%)	Waiting List (101%-130%)	Waiting List (130% ↑)	Pending
Children's Chateau	32	25	4	1	30	1	1	2	0	4	0
First Start	32	24	2	1	27	5	0	0	0	9	0
Summit Ridge	16	13	2	1	16	0	0	4	0	6	1
Education Engine	32	19	4	0	23	1	8	0	0	8	0
Beginnings	24	20	4	0	24	0	0	0	0	8	2
Totals	136	101	16	3	120	7	9	6	0	35	3
Pottawatomie County EHS Sites		Current Enrollment (0% to 100%)	Current Enrollment (101% to 130%)	Current Enrollment (130% ↑)	Total	Vacancies w/in 30 days	Vacancies past 30 days	Waiting List (0%-100%)	Waiting List (101%-130%)	Waiting List (130% ↑)	Pending
Bethel	8	0	0	0	0	0	8	0	0	1	0
Learning Tree	44	35	1	0	36	0	0	17	1	11	3
Neighborhood	8	8	0	0	8	0	0	0	0	0	0
Measured Moments	8	5	2	0	7	1	0	0	0	0	0
Union Street	16	16	0	0	16	0	0	0	0	0	0
Totals	84	64	3	0	67	1	8	17	1	12	3
Seminole County EHS Sites	Funded Enrollment										
Seminole	32	32	0	0	32	0	0	21	2	13	0

Total:

OI currently: 3

OI remaining: 26

Crossroads Head Start/Early Head Start
 Volunteer InKind Report
 November 2021

Location	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Total	Annual Goal	% Achieved
Early Head Start															
Baby Steps EHS	369.37	511.11	450.98	519.70	-	-	-	197.57	274.88	249.11	-	-	2,899.14	8,246.40	35.2%
Beginnings Academy EHS	1,859.74	1,769.54	1,795.31	1,846.85	2,229.11	2,138.91	-	-	1,679.35	1,821.08	-	-	17,119.89	12,369.60	138.4%
Bethel EHS	25.77	-	253.41	236.23	193.28	-	-	356.49	-	-	-	-	1,055.18	4,123.20	25.8%
Children's Chateau	760.22	953.49	1,093.52	996.44	1,052.28	798.87	-	962.08	1,181.13	1,595.30	-	-	9,399.33	16,492.80	57.0%
CSBI EHS	996.16	1,155.36	2,648.91	874.90	-	-	-	3,208.37	3,221.13	1,817.02	1,809.90	1,081.69	13,814.44	12,369.60	111.7%
Education Engine EHS	2,267.76	1,928.46	2,027.18	1,967.11	1,709.41	2,336.48	700.09	1,988.59	1,713.71	1,287.03	-	-	17,905.92	16,492.80	144.8%
First Start EHS	1,181.13	1,473.19	1,546.20	1,614.92	1,563.38	1,836.26	914.84	1,876.92	1,851.15	1,958.52	-	-	15,818.51	16,492.80	95.9%
Learning Tree EHS	1,602.04	1,537.61	2,027.24	698.55	1,836.26	2,400.91	1,005.03	2,308.88	1,546.20	4,028.71	-	-	18,993.43	24,739.20	76.8%
Main Street EHS	1,735.18	2,315.01	2,379.43	2,564.12	2,650.02	2,130.32	584.12	1,529.02	1,267.03	1,773.84	-	-	18,928.09	16,492.80	114.8%
Moore EHS	1,275.62	1,541.91	1,692.23	1,576.27	1,838.26	-	-	3,543.38	1,718.00	1,430.74	-	-	14,615.91	8,246.40	177.2%
Neighborhood EHS	-	-	-	-	-	-	-	-	-	103.08	399.44	-	502.52	4,123.20	12.2%
Noble EHS	519.70	614.19	395.14	382.26	433.80	-	-	639.96	206.16	536.88	974.97	-	4,703.06	4,123.20	114.1%
Seminole EHS	1,636.40	1,548.20	1,086.64	1,090.93	1,249.85	1,632.10	416.62	1,112.41	1,749.68	1,408.76	-	-	12,929.59	16,492.80	78.4%
Summit Ridge EHS	592.71	738.74	1,224.08	1,181.13	-	636.66	154.62	579.83	519.70	1,327.16	-	-	6,953.63	8,246.40	84.3%
Treasured Moments	339.31	382.26	541.17	438.09	-	-	128.85	257.70	-	734.45	-	-	2,821.83	4,123.20	68.4%
Union Street EHS	373.67	347.90	193.28	360.78	240.52	326.42	128.85	781.69	1,644.99	936.31	-	-	5,334.41	4,123.20	129.4%
Sub Total	15,534.78	16,814.97	19,260.72	16,348.28	14,988.17	17,446.30	5,549.17	19,270.10	17,595.68	20,986.81	-	-	163,804.78	173,174.40	94.6%
Head Start															
Beginnings Academy HS	1,773.84	2,512.58	2,327.89	1,305.68	-	68.72	-	5,416.00	3,075.22	3,659.34	-	-	20,139.27	35,047.20	57.5%
Bethel HS	-	34.36	309.24	309.24	-	94.49	-	-	-	-	-	-	747.33	8,761.80	8.5%
CSBI HS	644.25	1,868.33	1,915.57	768.81	-	1,587.74	116.49	1,730.89	2,100.26	1,200.72	-	-	11,945.06	17,323.60	68.2%
Education Engine HS	3,723.77	4,857.65	4,683.19	2,916.31	687.20	618.48	854.71	3,947.11	4,320.77	4,690.14	-	-	31,299.33	52,570.80	59.5%
Learning Tree HS	1,194.01	1,047.98	1,288.50	1,030.80	-	1,735.18	47.25	81.61	472.32	1,352.93	-	-	8,190.58	8,761.80	93.5%
Little Axe	395.14	708.68	554.08	708.68	-	-	343.60	-	1,667.94	914.84	-	-	5,312.94	8,761.80	60.6%
Main Street HS	1,876.92	2,194.62	2,196.09	352.19	691.50	455.27	-	1,322.86	1,941.34	2,211.93	-	-	13,142.72	17,523.60	75.0%
Maud	1,219.79	515.40	1,181.13	1,099.52	-	-	128.85	652.84	-	1,683.64	-	-	6,481.17	8,761.80	74.0%
Moore HS	1,696.53	1,705.12	2,254.88	887.66	700.68	-	-	773.10	2,907.72	1,571.97	-	-	12,507.67	35,047.20	35.7%
Neighborhood HS	154.62	1,649.28	1,039.39	506.81	-	-	214.75	554.06	963.38	571.24	-	-	4,004.25	8,761.80	45.7%
Noble HS	932.02	605.60	279.18	536.88	-	-	30.07	1,078.05	889.07	568.35	-	-	6,891.64	8,761.80	76.4%
St Stephens	390.85	605.60	279.18	282.00	-	-	-	2,035.83	2,362.25	2,173.27	-	-	13,692.47	17,523.60	78.1%
Summit Ridge HS	1,610.63	2,040.13	1,855.44	1,202.60	412.32	-	-	1,567.68	1,911.28	1,932.75	-	-	12,369.62	17,523.60	70.6%
Tecumseh	1,765.25	1,554.79	1,864.03	1,773.84	-	-	-	936.31	1,580.56	700.00	-	-	5,755.32	43,809.00	13.1%
Union Street HS	257.70	891.50	785.99	326.42	296.36	-	180.39	936.31	1,580.56	700.00	-	-	5,755.32	43,809.00	13.1%
Sub Total	17,635.32	21,926.02	23,512.50	13,957.44	2,788.07	4,569.88	1,918.11	20,086.34	24,152.11	23,221.21	-	-	153,817.00	306,663.00	50.2%
Policy Council	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total OverAll	33,170.10	38,740.99	42,773.22	30,345.72	17,786.24	22,016.18	7,467.28	39,366.44	41,747.79	44,207.82	-	-	317,621.78	479,837.40	66.2%

Crossroads Head Start/Early Head Start
 Volunteer Inkind Report
 Lincoln County
 November 2021

Location	Sep	Oct	Nov	Dec	Jan	Total	Annual Goal	% Achieved
Agra	47.25	30.07	171.80			249.12	8,761.80	2.8%
Butner	746.07	1,055.15	944.90			2,746.12	8,761.80	31.3%
Carney	-	-	-			-	8,761.80	0.0%
Chandler	-	-	-			-	8,761.80	0.0%
Davenport	1,245.55	897.66	-			2,143.21	8,761.80	24.5%
Prague	416.62	528.29	70.84			1,015.75	8,761.80	11.6%
Sasakwa	-	-	-			-	8,761.80	0.0%
Seminole HS	-	-	-			-	26,285.40	0.0%
Stroud	236.23	68.72	429.50			734.45	8,761.80	8.4%
Total	2,691.72	2,579.89	1,617.04	-	-	6,888.65	96,379.80	7.1%

Crossroads HS/EHS

2301 - Average Daily Attendance

<All Records> Attendance Date: 11/1/2021 - 11/30/2021

Crossroads HS/EHS

	Attendance Records			Operating Days	ADA ¹	Funded Enrollment		Actual Enrollment	
	Present ⁵	Absent ⁶	Neither ⁷			Count	% Attendance	Count ²	% Attendance ³
Baby Steps EHS	82	13	0	16.00 (avg)	5.12	8	64.06%	5.94	86.32%
Beginnings Academy EHS	333	75	0	17.00 (avg)	19.58	24	81.62%	24.00	81.62%
Beginnings Academy HS	617	118	0	17.00 (avg)	36.29	51	71.16%	43.24	83.95%
Children's Chateau EHS	402	91	0	17.00 (avg)	23.65	32	73.90%	29.00	81.54%
CSBI EHS	267	78	0	17.00 (avg)	15.70	24	65.44%	20.30	77.39%
CSBI HS	373	50	0	17.00 (avg)	21.94	34	64.53%	24.88	88.18%
Education Engine EHS	321	52	0	17.00 (avg)	18.88	24	78.68%	21.94	86.06%
Education Engine HS	805	167	0	17.00 (avg)	47.36	85	55.71%	57.18	82.82%
First Start EHS	400	107	2	17.00 (avg)	23.53	32	73.53%	29.82	78.90%
Learning Tree EHS	500	97	0	17.00 (avg)	29.42	36	81.70%	35.12	83.75%
Learning Tree HS	237	23	0	17.00 (avg)	13.94	17	82.01%	15.29	91.15%
Little Axe HS	202	35	1	17.00 (avg)	11.88	17	69.90%	13.94	85.23%
Main Street EHS	442	55	1	17.00 (avg)	25.99	32	81.25%	29.23	88.93%
Main Street HS	434	95	0	17.00 (avg)	25.53	34	75.09%	31.12	82.04%
Maud HS	76	108	0	16.00 (avg)	4.75	17	27.94%	11.50	41.30%
Moore EHS	181	67	0	17.00 (avg)	10.64	16	66.54%	14.59	72.98%
Moore HS	469	78	3	17.00 (avg)	27.59	34	81.14%	32.17	85.74%
Neighborhood EHS	79	39	18	17.00 (avg)	4.65	8	58.09%	6.94	66.95%
Neighborhood HS	188	23	0	17.00 (avg)	11.06	17	65.05%	12.41	89.10%
Noble EHS	103	33	0	17.00 (avg)	6.06	8	75.74%	8.00	75.74%
Noble HS	106	30	0	17.00 (avg)	6.24	17	36.68%	8.00	77.94%
Seminole EHS	434	91	0	17.00 (avg)	25.52	32	79.78%	30.88	82.67%
Summit Ridge EHS	196	49	1	17.00 (avg)	11.52	16	72.06%	14.41	80.00%
Summit Ridge HS	335	72	2	17.00 (avg)	19.71	34	57.96%	23.94	82.31%
Tecumseh HS	407	66	0	17.00 (avg)	23.94	34	70.42%	27.82	86.05%
Treasured Moments EHS	80	41	0	17.00 (avg)	4.71	8	58.82%	7.12	66.12%
Union Street EHS	236	17	17	17.00 (avg)	13.88	16	86.76%	14.88	93.28%
Union Street HS	573	177	0	17.00 (avg)	33.70	68	49.57%	44.13	76.40%
Crossroads HS/EHS	8,878	1,947	45	16.97 (avg)	522.78	775	67.51%	637.79	82.01%

1. ADA for each classroom is the sum of statuses selected to count as 'Present' on the setup screen divided by the Operating Days for that classroom.
2. Actual Enrollment Count for each classroom is the sum of the Present and Absent columns divided by the Operating Days
3. Percent Attendance is the Present count divided by the sum of Present and Absent Count
4. Site totals for ADA, Funded Enrollment Count, and Actual Enrollment count are the sum of that count for each of the site's classrooms.
5. Statuses counted as Present: Present(P), Present Offsite(PO), Tardy(T), Left Early(LE), Tardy and Left Early(TLE)
6. Statuses counted as Absent: Absent(A), Excused(E)
7. Statuses counted as Neither: No Class (-), Not Scheduled (N)

Crossroads HS/EHS

2301 - Average Daily Attendance

<All Records> Attendance Date: 11/1/2021 - 11/30/2021

Crossroads Lincoln/Seminole HS

	Attendance Records			Operating Days	ADA ¹	Funded Enrollment		Actual Enrollment	
	Present ⁵	Absent ⁶	Neither ⁷			Count	% Attendance	Count ²	% Attendance ³
Agra	220	23	0	17.00 (avg)	12.94	17	76.12%	14.29	90.53%
Butner	80	6	0	9.00 (avg)	8.89	17	52.29%	9.56	93.02%
Chandler	204	39	0	17.00 (avg)	12.00	15	80.00%	14.29	83.95%
Davenport	160	69	0	14.00 (avg)	11.43	17	67.23%	16.36	69.87%
Prague	127	48	0	16.00 (avg)	7.94	17	46.69%	10.94	72.57%
Stroud	208	31	0	17.00 (avg)	12.24	17	71.97%	14.06	87.03%
Crossroads Lincoln/Seminole HS	999	216	0	15.00 (avg)	65.44	100	66.78%	79.50	82.22%
Report Totals	9,877	2,163	45	16.81 (avg)	588.22	875	67.44%	717.29	82.03%

1. ADA for each classroom is the sum of statuses selected to count as 'Present' on the setup screen divided by the Operating Days for that classroom.
2. Actual Enrollment Count for each classroom is the sum of the Present and Absent columns divided by the Operating Days
3. Percent Attendance is the Present count divided by the sum of Present and Absent Count
4. Site totals for ADA, Funded Enrollment Count, and Actual Enrollment count are the sum of that count for each of the site's classrooms.
5. Statuses counted as Present: Present(P), Present Offsite(PO), Tardy(T), Left Early(LE), Tardy and Left Early(TLE)
6. Statuses counted as Absent: Absent(A), Excused(E)
7. Statuses counted as Neither: No Class (-), Not Scheduled (N)

CHILD AND ADULT CARE FOOD PROGRAM (CACFP)
REPORT OF FACILITIES OPERATING UNDER ONE INSTITUTION

MONTH: December 2021

SPONSORING ORGANIZATION: Crossroads Youth/Family

Complete and return with each month's claim for reimbursement AGREEMENT NUMBER: DC-14-182

LIST EACH FACILITY	# DAYS	# ENROLLED	PARTICIPATION		# MEALS SERVED PROGRAM CHILDREN		
			FREE	TOTAL	BREAKFAST 1ST	LUNCH 1ST	SUPPLEMENT 3RD PM
01. Baby Steps DCC	13	5	5	5	45	47	45
20. Children's Chateau	13	32	32	32	287	287	287
03. CSBI	13	45	45	45	412	476	436
HS	13	25	25	25	244	290	261
EHS	13	20	20	20	168	186	175
21. First Start EHS	13	32	32	32	286	279	251
14. Learning Tree	13	52	52	52	486	537	529
HS	13	16	16	16	123	151	151
EHS	13	36	36	36	363	386	378
19. Main St Head Start	13	61	61	61	628	648	545
HS	13	32	32	32	363	382	292
EHS	13	29	29	29	265	266	253
11. Moore Extend Day Hd Strt	13	46	46	46	503	515	271
HS	13	32	32	32	355	366	146
EHS	13	14	14	14	148	149	125
13. Seminole ELC	13	32	32	32	319	312	273
27. Summit Ridge Head Start	13	42	42	42	428	431	296
HS	13	24	24	24	266	270	209
EHS	13	18	18	18	162	161	87
16. Treasured Moments HS	13	8	8	8	43	44	44
25. Beginnings Academy	13	71	71	71	661	686	662
HS	13	45	45	45	436	454	434
EHS	13	26	26	26	225	232	228
02. Bethel Acres	0	0	0	0	0	0	0
HS							
EHS							
29. Education Engine	13	89	89	89	859	863	429
HS	13	65	65	65	614	618	193
EHS	13	24	24	24	245	245	236
10. Little Axe Hd Strt	13	14	14	14	151	151	145
04. Maud HS	12	12	12	12	106	103	8
06. Neighborhood Hd Strt	13	21	21	21	194	198	162
HS	13	13	13	13	139	139	135
EHS	13	8	8	8	55	59	27
12. Noble Hd Strt	13	17	17	17	156	154	132
HS	13	9	9	9	86	84	73
EHS	13	8	8	8	70	70	59

CHILD AND ADULT CARE FOOD PROGRAM (CACFP)
REPORT OF FACILITIES
OPERATING UNDER ONE INSTITUTION

AGENCY WIDE

MONTH: December 2021

	# MEALS SERVED TO PROGRAM ADULTS			
	Breakfast	1st Lunch	PM Lunch	PM Supp
Cleveland HS	191	190		189
Cleveland EHS	221	220		220
Pott HS	249	274		262
Pott EHS	217	217		218
Seminole EHS	130	130		130
Comanche HS	258	270		206
Comanche EHS	420	427		428
TOTALS	1686	1728		1653

15. St Stephens Hd Strt				0				
16. Tecumseh Hd Strt	13	32	32	32	304	312	306	
18. Crossroads Union St HS	13	60	60	60	539	542	373	
HS	13	43	43	43	388	391	231	
EHS	13	17	17	17	151	151	142	
TOTALS		671	671	671	6407	6585	5194	

I (We) certify that the above information is true and correct to the best of my (our) knowledge and that the same is supported by the records maintained in accordance with our Child and Adult Care Food Program Agreement.

By: _____ Date: _____

CHILD AND ADULT CARE FOOD PROGRAM (CACFP)
 REPORT OF FACILITIES OPERATING UNDER ONE INSTITUTION

MONTH: December 2021

SPONSORING ORGANIZATION: Crossroads Youth/Family

Complete and return with each month's claim for reimbursement AGREEMENT NUMBER: DC-14-182

LIST EACH FACILITY	# DAYS	# ENROLLED	PARTICIPATION		# MEALS SERVED PROGRAM CHILDREN		
			FREE	TOTAL	BREAKFAST 1ST	LUNCH 1ST	SUPPLEMENT 3RD PM
Agra	13	14	14	14	0	0	0
Butner	5	10	10	10	43	43	0
Chandler	13	13	13	13	0	0	135
Davenport	9	17	17	17	0	0	99
Prague	12	11	11	11	98	110	106
Seminole	10	12	12	12	0	0	0
Stroud	13	13	13	13	138	137	122
TOTALS		90	90	90	279	290	462

I (We) certify that the above information is true and correct to the best of my (our) knowledge and that the same is supported by the records maintained in accordance with our Child and Adult Care Food Program Agreement.

By: _____ Date: _____

CHILD AND ADULT CARE FOOD PROGRAM (CACFP)
 REPORT OF FACILITIES
 OPERATING UNDER ONE INSTITUTION

AGENCY WIDE

MONTH: December 2021

	# MEALS SERVED TO PROGRAM ADULTS		
	Breakfast	1st Lunch	PM Supp
Lim/Sem HS	145	143	65
TOTALS	145	143	65

Crossroads Youth & Family Services, Inc.

Counseling & Emergency Shelter Statistical Summary

FY 2021 / 2022

	<u>Month:</u> November 2021	YTD Totals	FY22 Goal	% reached
Counseling Services: (TXIX & SS ONLY)				
# of Counseling Referrals	9	55	100	55%
# of Counseling Assessments (BHOP)	5	41	100	41%
# of Assessment (BHOP) Hours	12	86.5	175	49%
# of Initial Treatment Plans	3	19	75	25%
# of Initial Treatment Plan Hours	3.83	26.16	75	35%
# of Treatment Plan Reviews	5	34		
# of Treatment Plan Review Hours	2.83	15.42		
# of Treatment Plan Modifications	0	0		
Client Age at Intake				
0-5 years	1	8		
6-10 years	1	7		
11-14 years	2	15		
15-17 years	1	4		
18+ years	0	6		
# of Client Intakes by Community				
Moore	0	4		
Lexington	0	0		
Little Axe	0	0		
Noble	0	7		
Norman	5	24		
Newalla	0	0		
Other	0	4		
Monthly Case Count				
# of Clients Carried Forward (from previous month)	69	NA		
# of New Clients	5	41		
# of Cases Closed	6	25		
Total # of Clients Served	74	91	500	18%
		YTD Totals	FY21 Goal	% reached
# of Individual Sessions	181	768	900	85%
# of Individual Therapy Hours	166.6	707.25	875	81%
# of Families Served (In Family Sessions)	6	49	100	49%
# of Family Therapy Hours	3	33.52	75	45%
Emergency Crisis Counseling Hours	0	0.5		
Case Management Sessions	0	0		
# of Transfer Clients Received	0	0		
# of Clients Transferred (include name of new therapist)	0	0		
Counseling Services: (CARS)		YTD Totals	FY21 Goal	% reached

# of Referrals	3	16	45	36%
# of Assessments	6	14	45	31%
# of Assessment Hours	12	28	100	28%
# of Initial Treatment Plans	4	8	40	20%
# of Initial Treatment Plan Hours	6	12	40	30%
# of Treatment Plan Reviews	1	10		
# of Treatment Plan Review Hours	1	10		
# of Treatment Plan Modifications	0	0		
Client Age at Intake				
0-5 years	0	0		
6-10 years	0	0		
11-14 years	2	2		
15-17 years	2	8		
18+ years	1	2		
# of Client Intakes by Community				
Moore	1	1		
Lexington	0	0		
Little Axe	0	0		
Noble	0	2		
Norman	5	9		
Newalla	0	1		
Other	0	0		
Monthly Case Count				
# of Clients Carried Forward (from previous month)	9	NA		
# of New Clients	6	12		
# of Cases Closed	3	12		
Total # of Clients Served	15	24	140	17%
Counseling Services Provided: (CARS)		YTD Totals	FY21 Goal	% reached
# of Individual Sessions	27	138	300	46%
# of Individual Therapy Hours	26.5	120.68	275	44%
# of Families Served: (In Family Sessions)	5	33	50	66%
# of Family Therapy Hours	4.75	29.25	75	39%
Emergency Crisis Counseling Hours	0	0		
# of Community-Based Prevention Groups	0	0		
Psychoeducational Groups: (CARS)		YTD Totals	FY21 Goal	% reached
# of New Clients Served: Shelter Group Rehab	0	0		
# of Group Rehab Hours	0	0		
# of New Clients Served: Group Therapy	5	5		
# of Group Therapy Hours	4	4		
Teens and Parents in Partnership (TAPP)		YTD Totals	FY21 Goal	% reached
# of TAPP Referrals	0	4	30	13%
# of Enrollments (Intakes)	0	3	20	15%
Total # of Groups Completed	0	1	10	10%
Total # of Participants Completed	0	4	40	10%

Total # of Groups Currently in Progress	0	0		
Total # of Participants Currently in Progress	0	0		
Total # of Participants Referred to CYFS Counseling	0	0		
Total # of Participants Referred to Another Agency	0	0		
		YTD Totals	FY21 Goal	% reached
Truancy				
# of Truancy Referrals	0	1	10	10%
# of Enrollments (Intakes)	0	0	5	0%
Total # of Groups Completed	0	0	2	0%
Total # of Participants Completed	0	0	5	0%
Total # of Groups Currently in Progress	0	0		
Total # of Participants Currently in Progress	0	0		
Total # of Participants Referred to CYFS Counseling	0	0		
Total # of Participants Referred to Another Agency	0	0		
		YTD Totals	FY21 Goal	% reached
Psychoeducational Groups: (TXIX & SS ONLY)				
# of New Clients Served: Shelter Group Rehab	8	26		
# of Group Rehab Hours	8	44		
# of DID Classes	2	10		
# of DID Participants	12	35		
# of Community-Based Prevention Groups	19	20		
		YTD Totals	FY21 Goal	% reached
Emergency Shelter Services:				
# of Shelter Intakes	4	19		
# of Total Carryovers	6	28		
# of Total Kids Served	10	51		
# of Total Shelter Care Days	153	792		
# of Kids Attending School	10	28		
# of Total School Hours	80	315		
# of Kids in Shelter Past 30 Days	2	15		
# of Outings	9	55		
# of Incident Reports	2	30		
# of Grievances	0	0		
# of Structured Recreation Hours	24.5	130.5		
# of Resident Intakes by Community/County				
McClain County	0	0		
Oklahoma County	0	4		
Canadian County	0	0		
Mayes County	0	1		
Seminole County	0	0		
Osage County	0	0		
Pottawattamie County	0	0		
Cleveland County	0	4		
Tulsa County	0	0		
Major County	0	0		
Bryan County	0	0		
Comanche County	1	4		

Logan County	1	1		
Wagnor County	0	0		
Pushmataha County	0	1		
Blaine County	0	1		
Woodward County	0	1		
Custer County	1	1		
Garfield County	1	1		

Crossroads Youth & Family Services, Inc.

Counseling & Emergency Shelter Statistical Summary

FY 2021 / 2022

	<u>Month:</u> December 2021	YTD Totals	FY22 Goal	% reached
Counseling Services: (TXIX & SS ONLY)				
# of Counseling Referrals	2	57	100	57%
# of Counseling Assessments (BHOP)	2	43	100	43%
# of Assessment (BHOP) Hours	5	91.5	175	52%
# of Initial Treatment Plans	6	25	60	42%
# of Initial Treatment Plan Hours	4.08	30.24	60	50%
# of Treatment Plan Reviews	5	39		
# of Treatment Plan Review Hours	1.83	17.25		
# of Treatment Plan Modifications	0	0		
Client Age at Intake				
0-5 years	1	9		
6-10 years	1	8		
11-14 years	0	15		
15-17 years	0	4		
18+ years	0	6		
# of Client Intakes by Community				
Moore	0	4		
Lexington	0	0		
Little Axe	0	0		
Noble	0	7		
Norman	1	25		
Newalla	0	0		
Other	1	5		
Monthly Case Count				
# of Clients Carried Forward (from previous month)	66	NA		
# of New Clients	4	45		
# of Cases Closed	2	27		
Total # of Clients Served	70	95	500	19%
		YTD Totals	FY21 Goal	% reached
# of Individual Sessions	168	936	1000	94%
# of Individual Therapy Hours	154.5	861.75	1250	69%
# of Families Served (In Family Sessions)	22	71	100	71%
# of Family Therapy Hours	11.75	45.27	75	60%
Emergency Crisis Counseling Hours	0	0.5		
Case Management Sessions	0	0		
# of Transfer Clients Received	1	1		
# of Clients Transferred (include name of new therapist)	0	0		
		YTD Totals	FY21 Goal	% reached
Counseling Services: (CARS)				

# of Referrals	3	19	45	42%
# of Assessments	2	16	45	36%
# of Assessment Hours	6	34	85	40%
# of Initial Treatment Plans	5	13	30	43%
# of Initial Treatment Plan Hours	7.5	19.5	30	65%
# of Treatment Plan Reviews	2	12		
# of Treatment Plan Review Hours	2	12		
# of Treatment Plan Modifications	0	0		
Client Age at Intake				
0-5 years	0	0		
6-10 years	0	0		
11-14 years	0	2		
15-17 years	1	9		
18+ years	1	3		
# of Client Intakes by Community				
Moore	0	1		
Lexington	0	0		
Little Axe	0	0		
Noble	1	3		
Norman	1	10		
Newalla	0	1		
Other	0	0		
Monthly Case Count				
# of Clients Carried Forward (from previous month)	12	NA		
# of New Clients	3	15		
# of Cases Closed	1	13		
Total # of Clients Served	15	27	140	19%
Counseling Services Provided: (CARS)		YTD Totals	FY21 Goal	% reached
# of Individual Sessions	34	172	300	57%
# of Individual Therapy Hours	32.5	153.18	275	56%
# of Families Served: (In Family Sessions)	3	36	50	72%
# of Family Therapy Hours	3	32.25	75	43%
Emergency Crisis Counseling Hours	0	0		
# of Community-Based Prevention Groups	0	0		
Psychoeducational Groups: (CARS)		YTD Totals	FY21 Goal	% reached
# of New Clients Served: Shelter Group Rehab	0	0		
# of Group Rehab Hours	0	0		
# of New Clients Served: Group Therapy	0	5		
# of Group Therapy Hours	1	5		
Teens and Parents in Partnership (TAPP)		YTD Totals	FY21 Goal	% reached
# of TAPP Referrals	1	5	30	17%
# of Enrollments (Intakes)	3	6	20	30%
Total # of Groups Completed	0	1	10	10%
Total # of Participants Completed	0	4	40	10%

Total # of Groups Currently in Progress	1	NA		
Total # of Participants Currently in Progress	2	NA		
Total # of Participants Referred to CYFS Counseling	0	0		
Total # of Participants Referred to Another Agency	0	0		
		YTD Totals	FY21 Goal	% reached
Truancy				
# of Truancy Referrals	1	2	10	20%
# of Enrollments (Intakes)	2	2	5	40%
Total # of Groups Completed	1	1	2	50%
Total # of Participants Completed	2	2	5	40%
Total # of Groups Currently in Progress	0	NA		
Total # of Participants Currently in Progress	0	NA		
Total # of Participants Referred to CYFS Counseling	0	0		
Total # of Participants Referred to Another Agency	0	0		
		YTD Totals	FY21 Goal	% reached
Psychoeducational Groups: (TXIX & SS ONLY)				
# of New Clients Served: Shelter Group Rehab	2	28		
# of Group Rehab Hours	17	61		
# of DID Classes	2	12		
# of DID Participants	17	52		
# of Community-Based Prevention Groups	16	36	72	50%
		YTD Totals	FY21 Goal	% reached
Emergency Shelter Services:				
# of Shelter Intakes	3	22		
# of Total Carryovers	5	33		
# of Total Kids Served	8	29		
# of Total Shelter Care Days	165	957		
# of Kids Attending School	6	14		
# of Total School Hours	65	380		
# of Kids in Shelter Past 30 Days	5	10		
# of Outings	14	69		
# of Incident Reports	3	33		
# of Grievances	0	0		
# of Structured Recreation Hours	24	154		
# of Resident Intakes by Community/County				
McClain County	0	0		
Oklahoma County	0	4		
Canadian County	0	0		
Mayes County	0	1		
Seminole County	0	0		
Osage County	0	0		
Pottawattamie County	0	0		
Cleveland County	0	4		
Tulsa County	0	0		
Major County	0	0		
Bryan County	0	0		
Comanche County	0	4		

Logan County	0	1		
Wagnor County	0	0		
Pushmataha County	0	1		
Blaine County	0	1		
Woodward County	0	1		
Custer County	0	1		
Garfield County	0	1		
Muskogee County	2	2		
Grady County	1	1		

RESOLUTION

WHEREAS, The Board of County Commissioners and the Excise Board are required by 19 O.S. Section 350 to set holidays on which courthouses will be closed for the Calendar year 2022;

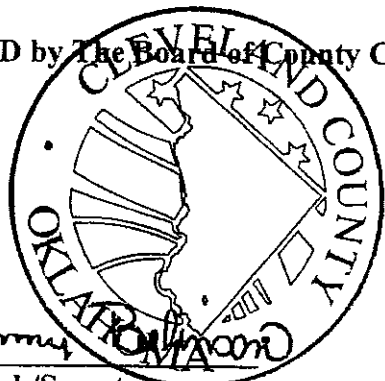
BE IT THEREFORE RESOLVED, the Board of County Commissioners of Cleveland County sets and requests the Excise Board to set at their next regular meeting, the following holidays on which the Cleveland County Courthouse will be closed for 2022:

2022 HOLIDAYS

Day	Date	Year	Holiday
Friday	December 31	2021	New Year's Day (observed)
Monday	January 17	2022	Martin Luther King Jr. Day
Monday	February 21	2022	President's Day
Friday	April 15	2022	Good Friday
Monday	May 30	2022	Memorial Day
Monday	June 20	2022	Juneteenth (observed)
Monday	July 04	2022	Independence Day
Monday	September 05	2022	Labor Day
Monday	October 10	2022	Columbus Day
Tuesday	November 8	2022	Election Day
Friday	November 11	2022	Veterans Day
Thursday	November 24	2022	Thanksgiving
Friday	November 25	2022	Thanksgiving
Monday	December 26	2022	Christmas

Amend to Full week

APPROVED by The Board of County Commissioners this 12th day of October 2021.



ATTEST:

Sammy Belmont
County Clerk/Secretary
by Linda Atkins

[Signature]
CHAIRMAN
[Signature]
MEMBER
[Signature]
MEMBER

APPROVED by The Cleveland County Excise Board this 28th day of October 2021.



ATTEST:

Sammy Belmont
County Clerk/Secretary
by Linda Atkins

[Signature]
CHAIRMAN
[Signature]
MEMBER
[Signature]
MEMBER

Leave and Holiday Benefits Schedule

	ORGANIZATION ADMINISTRATIVE AND MANAGEMENT STAFF		Head Start/ Early Head Start ADMINISTRATIVE and MANAGEMENT Staff ¹	CROSSROADS HEAD START ²		CROSSROADS EARLY HEAD START ³
	< 5 years	> 5 years		12-month	10-month	12-month
LEAVE						
First Week of Winter Break <i>(includes Christmas Day)</i>			✓	✓	✓	✓
Second Week of Winter Break <i>(includes New Year's Day)</i>			✓/PTO	✓	✓	✓/PTO
One (1) week Spring Break			✓	✓	✓	✓
One (1) week Summer Break <i>(paid)—the last week in July for Head Start</i>			✓	✓		✓
LEAVE ACCRUAL <i>(up to a maximum of 160 hours)</i>	4.62 hrs/ pay period	5.54 hrs/ pay period				
SICK LEAVE ACCRUAL ⁴ <i>(up to a maximum of 120 hours)</i>			1.85 hours/ pay period	1.85 hours/ pay period	1.85 hours/ pay period	1.85 hours/ pay period
SICK LEAVE ACCRUAL <i>(up to a maximum of 520 hours)</i>	4.62 hrs/ pay period	4.62 hrs/ pay period				
HOLIDAYS						
Independence Day	✓	✓	✓	✓	✓	✓
Labor Day	✓	✓	✓	✓	✓	✓
Columbus Day	✓	✓				
Veteran's Day	✓	✓				
Day Before Thanksgiving Day			✗	✗	✗	✗
Thanksgiving Week (Monday-Friday) Day and Day After	✓	✓	✓	✓	✓	✓
Christmas Day	✓	✓	✓	✓	✓	✓
New Year's Day	✓	✓	✓	✓	✓	✓
Martin Luther King Day	✓	✓	✓	✓	✓	✓
President's Day	✓	✓	✓	✓	✓	✓
Good Friday	✓	✓				
Memorial Day	✓	✓	✓	✓	✓	✓

¹ Includes HS/EHS Director, Administrative Assistant, Area Supervisors, and Component Staff except Family Advocates.

² Includes all other Head Start staff.

³ Includes all other Early Head Start staff.

⁴ New HS/EHS employees are eligible for paid breaks and sick leave after 90 calendar days of continuous employment.

**Crossroads Youth & Family Services, Inc. 401(k) Savings Plan
Statement of Changes in Net Assets Available for Plan Benefits
Month Ended October 2021**

	<u>Oct-21</u>
Contributions:	
Employer Contributions	\$ 11,313.32
Participant Contributions	<u>\$ 16,831.30</u>
Total Contributions	\$ 28,144.62
Investment Income:	
Interest and dividends	\$ 269.30
Net realized and unrealized appreciation (depreciation) in fair value of investments	<u>\$ 184,683.86</u>
Net Investment Gain (Loss)	<u>\$ 184,953.16</u>
Contributions and net investment income	\$ 213,097.78
Distributions to participants	\$ (6,992.49)
Forfeitures	\$ 1,314.76
Administrative Expenses	\$ -
Increase in net assets available for plan benefits	<u>\$ 207,420.05</u>
Net Assets Available for Plan Benefits:	
Beginning of month	<u>\$ 3,760,981.72</u>
End of month	<u><u>\$ 3,968,401.77</u></u>

Crossroads Youth & Family Services, Inc. 401(k) Savings Plan
Statement of Net Assets Available for Plan Benefits
Month Ended October 2021

ASSETS	<u>Oct-21</u>
Investments, at fair value:	
Cash	\$ 94,125.23
Loans	\$ 50,791.71
Mutual Funds	<u>\$ 3,823,484.83</u>
 Total Assets	 <u>\$ 3,968,401.77</u>
 Net Assets Available for Plan Benefits	 <u><u>\$ 3,968,401.77</u></u>

**Crossroads Youth & Family Services, Inc. 401(k) Savings Plan
Statement of Changes in Net Assets Available for Plan Benefits
Month Ended November 2021**

	<u>Nov-21</u>
Contributions:	
Employer Contributions	\$ 11,475.81
Participant Contributions	<u>\$ 17,070.09</u>
Total Contributions	\$ 28,545.90
Investment Income:	
Interest and dividends	\$ 309.80
Net realized and unrealized appreciation (depreciation) in fair value of investments	<u>\$ (73,049.83)</u>
Net Investment Gain (Loss)	<u>\$ (72,740.03)</u>
Contributions and net investment income	\$ (44,194.13)
Distributions to participants	\$ (23,119.66)
Forfeitures	\$ -
Administrative Expenses	<u>\$ -</u>
Increase in net assets available for plan benefits	\$ (67,313.79)
Net Assets Available for Plan Benefits:	
Beginning of month	<u>\$ 3,968,401.77</u>
End of month	<u><u>\$ 3,901,087.98</u></u>

Crossroads Youth & Family Services, Inc. 401(k) Savings Plan
Statement of Net Assets Available for Plan Benefits
Month Ended November 2021

ASSETS	<u>Nov-21</u>
Investments, at fair value:	
Cash	\$ 95,487.28
Loans	\$ 49,628.19
Mutual Funds	<u>\$ 3,755,972.51</u>
Total Assets	<u>\$ 3,901,087.98</u>
Net Assets Available for Plan Benefits	<u><u>\$ 3,901,087.98</u></u>

**Crossroads Youth & Family Services, Inc. 401(k) Savings Plan
Statement of Changes in Net Assets Available for Plan Benefits
Month Ended December 2021**

	<u>Dec-21</u>
Contributions:	
Employer Contributions	\$ 17,495.08
Participant Contributions	<u>\$ 23,809.00</u>
Total Contributions	\$ 41,304.08
Investment Income:	
Interest and dividends	\$ 170,665.37
Net realized and unrealized appreciation (depreciation) in fair value of investments	<u>\$ (48,315.60)</u>
Net Investment Gain (Loss)	<u>\$ 122,349.77</u>
Contributions and net investment income	\$ 163,653.85
Distributions to participants	\$ -
Forfeitures	\$ -
Administrative Expenses	<u>\$ 187.50</u>
Increase in net assets available for plan benefits	\$ 163,466.35
Net Assets Available for Plan Benefits:	
Beginning of month	<u>\$ 3,901,087.98</u>
End of month	<u><u>\$ 4,064,554.33</u></u>

Crossroads Youth & Family Services, Inc. 401(k) Savings Plan
Statement of Net Assets Available for Plan Benefits
Month Ended December 2021

ASSETS	<u>Dec-21</u>
Investments, at fair value:	
Cash	\$ 97,600.90
Loans	\$ 47,732.03
Mutual Funds	<u>\$ 3,919,221.40</u>
Total Assets	<u>\$ 4,064,554.33</u>
Net Assets Available for Plan Benefits	<u><u>\$ 4,064,554.33</u></u>

**OKLAHOMA DEPARTMENT OF HUMAN SERVICES
OFFICE OF INSPECTOR GENERAL
CHILD CARE FACILITY COMPLIANCE AUDIT**

FACILITY NAME:	Main St. Head Start Early Head Start	VISIT DATE:	11/16/2021
ADDRESS:	1333 W. Main	REFERRAL:	22 – RS – 27992
CITY STATE ZIP:	Norman, OK 73069	REGION:	2
MAILING:	Same	COUNTY #:	Cleveland – 14C
TELEPHONE:	(405) 292-6440	CONTRACT/END DATE:	27992 – 09/30/204
LICENSE #:	K830023724	CAPACITY:	90
FOOD PROGRAM:	CACFP	STAR/EFFECTIVE DATE:	3 – 12/01/2013
EMAIL:	terriev@crossroadsyfs.com	OWNER:	Wendy Swatek

SCOPE OF AUDIT:	# OF DHS CLIENTS:	DOLLAR ERROR RATE:
September 2021	12	<1%
Total:	12	<1%
		TOTAL OVERPAYMENT: \$45.90

FINDINGS:

A random sample audit was conducted for September 2021. The auditor completed a virtual visit through Microsoft Teams on November 16, 2021 at 10:00 a.m. with the owner, Terrie Vicknair.

During the audit, it was determined the provider failed to ensure accurate time and attendance information was recorded on the POS machine by a client. The provider did not review daily attendance records or void incorrect entries on the POS machine.

The Contracting with DHS for Child Care Subsidy Payments Handbook, Section A, states the provider must “agree to keep accurate business records and ensure that attendance information and payments made by DHS to your facility are accurate.” Section J of the handbook states the provider is responsible for “monitoring daily attendance information through the Provider Web or POS machine reports and voiding all transactions that are not accurate.”

SEPTEMBER 2021 EBT FULL AUDIT 3 STAR OVERPAYMENT: \$45.90

The auditor reviewed EBT entries for 9 client families with 12 children. Provider discrepancies were found.

- H097543 – 08: three days were adjusted for September 2021 as attendance shows only part time care was given during the hours the child was not in a head start program. No overpayment was written due to the weekly rate adjustment.
- KK20629479 – 01: one day was adjusted for September 2021 as attendance shows only part time care was given during the hours the child was not in a head start program. No overpayment was written due to the weekly rate adjustment. The non-traditional supplemental rate was disallowed for one day for September 2021 as the facility was closed during non-traditional hours. A provider overpayment was written.
 - KK20629479 – 04: one day was disallowed for September 2021 as the child was absent on attendance records. A provider overpayment was written.

CLIENTS:

The auditor conducted telephone interviews with three clients. All clients stated the provider requests they swipe their card daily. Two clients stated attendance is maintained on paper; one client stated attendance is maintained on paper and electronically. Two clients stated they receive written notice of missed swipes; one client stated they receive verbal notice of missed swipes. All clients stated the provider has never requested they swipe for days their child did not attend, or asked for their EBT card/PIN or ECC connect log-in information.

COMMENTS: Current license/permit posted? Yes Current rates posted? Yes

The hours of operation are Monday through Friday 7:30 a.m. – 5:30 p.m. The facility is closed for the following holidays: New Year’s Day, New Year’s Eve, Martin Luther King Jr. Day, President’s Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the Friday after Thanksgiving, Christmas Eve, and Christmas Day. The facility does not close for an annual vacation, or training. The facility does close for school breaks. The provider does have a head start program. The provider does not have any DHS subsidized special needs children. Transportation is not provided. The owner declares the POS machine is located in the entryway.

Main St. Head Start Early Head Start
1333 W. Main
Norman, OK 73069

NOTIFICATION OF CONTRACT/POLICY VIOLATION

OIG determined this provider allowed inaccurate entries to be transmitted through the EBT POS machine for payment. The provider should have voided any incorrect entries. The provider was advised to review their DHS provider contract and the provider's online Contracting with DHS for Child Care Subsidy Payments Handbook. This is the provider's first violation. DHS Adult and Family Services, Child Care Subsidy, will be notified of the violations.

PROVIDER WAS FOUND TO BE IN VIOLATION OF CHILD CARE PROVIDER CONTRACT

The findings of your facility's audit meet the requirement for review for possible cancellation of your DHS Provider Contract. This audit report will be forwarded to the DHS Adult and Family Services, Child Care Subsidy, for their review and determination as to what action, if any, will be taken regarding your contract.

AUDITOR: Lauren Johnson
Lauren Johnson, Auditor
REPORT DATE: November 18, 2021
SUPERVISOR: Allen, Traci Digitally signed by Allen, Traci
Date: 2021.11.23 08:02:21 -06'00'

CHILD CARE FACILITY
AUDIT/INVESTIGATION EXIT CONFERENCE

The information contained in this report is what the Oklahoma Department of Human Services Office of Inspector General, found during a child care facility audit/investigation completed on November 18, 2021.

If any overpayment, possible supplement and/or liquidated damages findings were determined, this report will be forwarded to DHS Financial Services, Electronic Benefits & Disbursements Unit, for action. That unit will establish the actual amount of overpayment, supplement and/or liquidated damages, if any are determined.

If any violations of the Child Care Provider Contract were determined, this report will be forwarded to the DHS Adult & Family Services Child Care Subsidy for review.

IF YOU DISAGREE WITH ANY FINDING AS STATED IN THIS REPORT (OVERPAYMENT, POSSIBLE SUPPLEMENT, LIQUIDATED DAMAGES AND/OR CONTRACT VIOLATION), YOU MAY SUBMIT INFORMATION IN WRITING SUPPORTING THAT DISAGREEMENT TO:

DHS Office of Inspector General
Attention: Deborah Whitley, Quality Audit Administrator
PO Box 25352
Oklahoma City, OK 73125

(or submit by FAX to: 405/522-6058, Attn: Deborah Whitley)

SUBMISSIONS MUST BE RECEIVED WITHIN 10 DAYS FROM THE DATE SHOWN BELOW.

By your signature below, you are acknowledging only that this information has been given to you.

[Signature]
Provider's Signature

Facility closed the week of November 22, 2021
Telephone Exit Conference/Date/Time

Main Street Head Start
Facility Name

Crossroads Youth & Family Services
Owner

Lauren Johnson
Lauren Johnson, Social Services Inspector III

November 22, 2021
Date of Signing

November 29, 2021
Date of Mailing

[Signature]
Witness

	2021 Year End	Green Light	Master List	COVID Money	Notes:
Board Room	TV, Cameras	\$ 3,000.00	\$3,000.00		
Camera Monitors		\$ 65,000.00	\$25,000.00		Check on 27 to 30 in monitors rather than 36
Computers			\$30,000.00		Contact BnB
IT Upgrades		\$ 53,257.15	\$150,000.00		
CSBI Land			\$250,000.00		Check out Patricia's suggested address on Flood
B-Steps	Shades	\$ 5,435.00	\$5,435.00		
Union St	Shades	\$ 7,830.00	\$7,830.00		
Learning Tree	Shades	\$ 1,250.00	\$1,250.00		
Seminole	Shades	\$ 6,680.00	\$6,680.00		
Summit Ridge	Shades	\$ 1,250.00	\$1,250.00		
	Carpet	\$ 10,991.00	\$9,860.00		
	Window	\$ 1,800.00	\$1,800.00		
Learning Tree	Offices	\$ 47,955.00	\$47,955.00		Covid Money if we run short
	Carpet		\$9,860.00		
	Front façade		\$54,320.00		
Old Seminole	Inside Remodel	\$ 170,000.00	\$150,000.00		Covid Money
	Roof		\$32,000.00		
	Siding and Doors	\$ 40,000.00	\$40,000.00		
Little Axe	Turf		\$46,075.00		
Noble	Parking Lot		\$85,449.00		
Main St	Parking Lot		\$81,900.00	\$119,080.00	
	New Offices	\$ 55,762.50	\$55,762.50		Covid Money
Bethel	Parking Lot	\$ 7,100.00	\$7,100.00		
Beginnings	HVAC Compliance		\$10,000.00		
Outdoor Classrooms			\$50,000.00		Covid Money
Tecumseh Fence			\$7,800.00		
Maud	Fence	\$ 13,857.86	\$13,857.86		
First Start	Carpet	\$ 9,860.00			
First Start	Roof		\$246,493.22		Try to get it under Covid or try to negotiate it into the rent
Air Sanitizing		\$ 46,500.00	\$46,500.00		
Neighborhood Playground			\$26,268.00	\$26,268.00	Covid Money
Learning Tree Playground			\$26,268.00	\$26,268.00	Covid Money
ASQ Kits		\$ 22,420.00	\$22,420.00		
Education Engine	carpet	\$ 2,165.00			
	Parking Lot				
	Total	\$ 625,273.51	\$1,552,133.58	\$52,536.00	

Proposed	
Going	
Complete	

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HHS-2022-ACF-OHS-CH-R6-0141
Head Start/Early Head Start Recipient -- Communities in the state of Oklahoma
Department of Health and Human Services
Administration for Children and Families - OHS

« Back | Link

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SYNOPSIS | EPSON | HISTORY | RELATED OPPORTUNITIES | PACKAGE

Print Synopsis Details

General Information

Document Type: Grants Notice	Version: Synopsis 1
Funding Opportunity Number: HHS-2022-ACF-OHS-CH-R6-0141	Posted Date: Nov 19, 2021
Funding Opportunity Title: Head Start/Early Head Start Recipient – Communities in the state of Oklahoma	Last Updated Date: Nov 19, 2021
Opportunity Category: Discretionary	Original Closing Date for Applications: Feb 02, 2022 Electronically submitted applications must be submitted no later than 11:59 pm Eastern Standard Time on the listed application due date.
Opportunity Category Explanation:	Current Closing Date for Applications: Feb 02, 2022 Electronically submitted applications must be submitted no later than 11:59 pm Eastern Standard Time on the listed application due date.
Funding Instrument Type: Grant	Archive Date: Mar 04, 2022
Category of Funding Activity: Income Security and Social Services	Estimated Total Program Funding: \$1,626,908
Category Explanation:	Award Ceiling: \$1,626,908
Expected Number of Awards: 1	Award Floor: \$1,626,908
CFDA Number(s): 93.600 – Head Start	
Cost Sharing or Matching Requirement: Yes	

Eligibility

Eligible Applicants: For profit organizations other than small businesses
City or township governments
County governments
Public housing authorities/Indian housing authorities
Independent school districts
Public and State controlled institutions of higher education
Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education
Nonprofits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education
Private institutions of higher education
Native American tribal governments (Federally recognized)
State governments
Small businesses

Additional Information on Eligibility: It is important to note that the eligibility requirements are different for Head Start and Early Head Start. More information will be provided in the funding opportunity announcement. ENTITIES APPLYING FOR HEAD START ONLY - OR - BOTH HEAD START AND EARLY HEAD START: Eligibility is limited to local public or private non-profit organizations, including faith-based organizations or for-profit organizations that can provide Head Start and/or Early Head Start services to children and families residing in service area identified in the funding opportunity announcement. ENTITIES APPLYING FOR EARLY HEAD START ONLY: Eligibility is limited to public or private non-

profit organizations, including faith-based organizations or for-profit organizations that can provide Early Head Start services to children and families residing in service area identified in the funding opportunity announcement. Entities operating Head Start programs are eligible to operate Early Head Start programs. Applications from individuals (including sole proprietorships) and foreign entities are not eligible and will be disqualified from competitive review and from funding under this funding opportunity announcement. Faith-based and community organizations that meet the eligibility requirements are eligible to receive awards under this funding opportunity. Faith-based organizations may apply for this award on the same basis as any other organization, as set forth at and, subject to the protections and requirements of 45 CFR Part 87 and 42 U.S.C. § 2000bb et seq., ACF will not, in the selection of recipients, discriminate against an organization on the basis of the organization's religious character, affiliation, or exercise.

— Additional Information —

Agency Name: Administration for Children and Families - OHS

Description: The Administration for Children and Families, Office of Head Start will solicit applications from public or private non-profit organizations, including community-based and faith-based organizations, or for-profit organizations that wish to compete for funds to provide Head Start and/or Early Head Start services to eligible children and families. Funding is available in one individually defined service area within the state of Oklahoma. Interested applicants should visit the website noted in the "Link to Additional Information" to view the list of available service areas and their corresponding funding levels in this state. Applicants may email the OHS Operations Center at OHSgrants@koniag-gs.com for additional information.

Link to Additional Information: <https://www.acf.hhs.gov/ohs/funding>

COMMUNITY: USA.gov (<http://www.usa.gov>) | WhiteHouse.gov (<http://www.whitehouse.gov>) | USAspending.gov (<http://www.usaspending.gov>) | SBA.gov (<http://www.sba.gov>) | SAM.gov (<https://www.sam.gov>) | DUNS Request (<http://fedgov.dnb.com/webform>) | </web/grants/exit-disclaimer.html>) | Report Fraud (<http://www.ignet.gov/node/207>)

Head Start Program Performance Standards Revisions to Incorporate Staff Vaccination and Universal Masking Requirements

Amendments to 45 CFR Part 1302

U.S. Department of Health and Human Services
Administration for Children and Families
45 CFR Chapter XIII
Part 1302
RIN 0970-AC77
Effective November 30, 2021

PART 1302 – PROGRAM OPERATIONS

Subpart D – Health Program Services

§ 1302.47. Safety practices.

(a) A program must establish, train staff on, implement, and enforce a system of health and safety practices that ensure children are kept safe at all times. A program should consult Caring for our Children Basics, available at <https://www.acf.hhs.gov/ecd/caring-our-children-basics>, for additional information to develop and implement adequate safety policies and practices described in this part.

(b) A program must develop and implement a system of management, including ongoing training, oversight, correction and continuous improvement in accordance with §1302.102, that includes policies and practices to ensure all facilities, equipment and materials, background checks, safety training, safety and hygiene practices and administrative safety procedures are adequate to ensure child safety. This system must ensure:

(1) Facilities. All facilities where children are served, including areas for learning, playing, sleeping, toileting, and eating are, at a minimum:

(i) Meet licensing requirements in accordance with §§1302.21(d)(1) and 1302.23(d);

(ii) Clean and free from pests;

(iii) Free from pollutants, hazards and toxins that are accessible to children and could endanger children's safety;

(iv) Designed to prevent child injury and free from hazards, including choking, strangulation, electrical, and drowning hazards, hazards posed by appliances and all other safety hazards;

(v) Well lit, including emergency lighting;

(vi) Equipped with safety supplies that are readily accessible to staff, including, at a minimum, fully-equipped and up-to-date first aid kits and appropriate fire safety supplies;

(vii) Free from firearms or other weapons that are accessible to children;

(viii) Designed to separate toileting and diapering areas from areas for preparing food, cooking, eating, or children's activities; and,

(ix) Kept safe through an ongoing system of preventative maintenance.

(2) Equipment and materials. Indoor and outdoor play equipment, cribs, cots, feeding chairs, strollers, and other equipment used in the care of enrolled children, and as applicable, other equipment and materials meet standards set by the Consumer Product Safety Commission (CPSC) or the American Society for Testing and Materials, International (ASTM). All equipment and materials must at a minimum:

- (i) Be clean and safe for children's use and are appropriately disinfected;
- (ii) Be accessible only to children for whom they are age appropriate;
- (iii) Be designed to ensure appropriate supervision of children at all times;
- (iv) Allow for the separation of infants and toddlers from preschoolers during play in center-based programs; and,
- (v) Be kept safe through an ongoing system of preventative maintenance.

(3) Background checks. All staff have complete background checks in accordance with §1302.90(b).

(4) Safety training. (i) Staff with regular child contact. All staff with regular child contact have initial orientation training within three months of hire and ongoing training in all state, local, tribal, federal and program-developed health, safety and child care requirements to ensure the safety of children in their care; including, at a minimum, and as appropriate based on staff roles and ages of children they work with, training in:

- (A) The prevention and control of infectious diseases;
- (B) Prevention of sudden infant death syndrome and use of safe sleeping practices;
- (C) Administration of medication, consistent with standards for parental consent;
- (D) Prevention and response to emergencies due to food and allergic reactions;
- (E) Building and physical premises safety, including identification of and protection from hazards, bodies of water, and vehicular traffic;
- (F) Prevention of shaken baby syndrome, abusive head trauma, and child maltreatment;
- (G) Emergency preparedness and response planning for emergencies;

(H) Handling and storage of hazardous materials and the appropriate disposal of biocontaminants;

(I) Appropriate precautions in transporting children, if applicable;

(J) First aid and cardiopulmonary resuscitation; and,

(K) Recognition and reporting of child abuse and neglect, in accordance with the requirement at paragraph (b)(5) of this section;

(ii) Staff without regular child contact. All staff with no regular responsibility for or contact with children have initial orientation training within three months of hire; ongoing training in all state, local, tribal, federal and program-developed health and safety requirements applicable to their work; and training in the program's emergency and disaster preparedness procedures.

(5) Safety practices. All staff and consultants follow appropriate practices to keep children safe during all activities, including, at a minimum:

(i) Reporting of suspected or known child abuse and neglect, including that staff comply with applicable federal, state, local, and tribal laws;

(ii) Safe sleep practices, including ensuring that all sleeping arrangements for children under 18 months of age use firm mattresses or cots, as appropriate, and for children under 12 months, soft bedding materials or toys must not be used;

(iii) Appropriate indoor and outdoor supervision of children at all times;

(iv) Only releasing children to an authorized adult;

(v) All standards of conduct described in §1302.90(c); and

(vi) Masking, using masks recommended by CDC, for all individuals 2 years of age or older when there are two or more individuals on a vehicle owned, leased, or arranged by the Head Start program; indoors in a setting when Head Start services are provided; and for those not fully vaccinated, outdoors in crowded settings or during activities that involve sustained close contact with other people, except:

(A) Children or adults when they are either eating or drinking;

(B) Children when they are napping;

(C) When a person cannot wear a mask, or cannot safely wear a mask, because of a disability as defined by the Americans with Disabilities Act; or

(D) When a child's health care provider advises an alternative face covering to accommodate the child's special health care needs.

(6) Hygiene practices. All staff systematically and routinely implement hygiene practices that at a minimum ensure:

- (i) Appropriate toileting, hand washing, and diapering procedures are followed;
- (ii) Safe food preparation; and,
- (iii) Exposure to blood and body fluids are handled consistent with standards of the Occupational Safety Health Administration.

(7) Administrative safety procedures. Programs establish, follow, and practice, as appropriate, procedures for, at a minimum:

- (i) Emergencies;
- (ii) Fire prevention and response;
- (iii) Protection from contagious disease, including appropriate inclusion and exclusion policies for when a child is ill, and from an infectious disease outbreak, including appropriate notifications of any reportable illness;
- (iv) The handling, storage, administration, and record of administration of medication;
- (v) Maintaining procedures and systems to ensure children are only released to an authorized adult; and,
- (vi) Child specific health care needs and food allergies that include accessible plans of action for emergencies. For food allergies, a program must also post individual child food allergies prominently where staff can view wherever food is served.

(8) Disaster preparedness plan. The program has all-hazards emergency management/disaster preparedness and response plans for more and less likely events including natural and manmade disasters and emergencies, and violence in or near programs.

(c) A program must report any safety incidents in accordance with §1302.102(d)(1)(ii).

Subpart I – Human Resources Management

§ 1302.93. Staff health and wellness.

(a) A program must ensure each staff member has an initial health examination and a periodic re-examination as recommended by their health care provider in accordance with state, tribal, or local requirements, that include screeners or tests for communicable diseases, as appropriate. The program must ensure staff do not, because of communicable diseases, pose a significant risk to the health or safety of others in the program that cannot be eliminated or reduced by reasonable accommodation, in accordance with the Americans with Disabilities Act and section 504 of the Rehabilitation Act.

(1) All staff, and those contractors whose activities involve contact with or providing direct services to children and families, must be fully vaccinated for COVID-19, other than those employees:

(i) For whom a vaccine is medically contraindicated;

(ii) For whom medical necessity requires a delay in vaccination; or

(iii) Who are legally entitled to an accommodation with regard to the COVID-19 vaccination requirements based on an applicable Federal law.

(2) Those granted an accommodation outlined in paragraph (a)(1) of this section must undergo SARS-COV-2 testing for current infection at least weekly with those who have negative test results to remain in the classroom or working directly with children. Those with positive test results must be immediately excluded from the facility, so they are away from children and staff until they are determined to no longer be infectious.

(b) A program must make mental health and wellness information available to staff regarding health issues that may affect their job performance, and must provide regularly scheduled opportunities to learn about mental health, wellness, and health education.

§ 1302.94 Volunteers.

(a) A program must ensure volunteers have been screened for appropriate communicable diseases in accordance with state, tribal or local laws. In the absence of state, tribal, or local law, the Health Services Advisory Committee must be consulted regarding the need for such screenings.

(1) All volunteers in classrooms or working directly with children other than their own must be fully vaccinated for COVID-19, other than those volunteers:

(i) For whom a vaccine is medically contraindicated;

(ii) For whom medical necessity requires a delay in vaccination; or

(iii) Who are legally entitled to an accommodation with regard to the COVID-19 vaccination requirements based on an applicable Federal law.

(2) Those granted an accommodation outlined in paragraph (a)(1) of this section must undergo SARS-CoV-2 testing for current infection at least weekly with those who have negative test results to remain in the classroom or work directly with children. Those with positive test results must be immediately excluded from the facility, so they are away from children and staff until they are determined to no longer be infectious.

(b) A program must ensure children are never left alone with volunteers.

Head Start Vaccine and Mask Requirements Blocked in 25 States

January 3, 2022

Federal courts have blocked the implementation and enforcement of the [OSHA COVID-19 Vaccine and Masking Rule](#) (the Rule) in the following 25 states:

Alabama, Alaska, Arizona, Arkansas, Florida, Georgia, Indiana, Iowa, Kansas, Kentucky, Louisiana, Mississippi, Missouri, Montana, Nebraska, North Dakota, Ohio, Oklahoma, South Carolina, South Dakota, Tennessee, Texas, Utah, West Virginia, and Wyoming.

The two courts that issued the decisions blocking the Rule were the [U.S. District Court for the District of Columbia](#) and the [U.S. District Court for the District of South Carolina](#). By granting the respective states' requests for a preliminary injunction, enforcement of the Rule will be temporarily delayed until the courts have an opportunity to decide on the merits of the cases.

The Office of Head Start [announced](#) that Head Start, Early Head Start, and Early Head Start-Child Care Partnership grant recipients in the above states are not required to comply with the Rule pending future developments in the litigation. Note, however, that the OSHA vaccine-or-test and mask mandates that apply to employers with 100 or more employees [remain](#) pending review by the U.S. Supreme Court. CAAs in states covered by the Head Start injunction should continue to prepare for implementation of the Rule by reviewing the steps in CAPLAW's [COVID-19 Vaccine and Masking Requirements](#) and considering [state laws](#) reflecting the requirements of applicable vaccine and mask mandates. CAPLAW will continue to monitor developments related to this litigation and provide updates to the network as necessary.

Happy New Year! I hope you and your family had a wonderful holiday season.

Over the past two years, we have adjusted how we provide services in response to the COVID-19 pandemic. On December 2, 2021, an email was sent explaining the Interim Final Rule on Vaccine and Mask Requirements To Mitigate the Spread of COVID-19 in Head Start Programs. As of yesterday, federal courts have blocked the implementation and enforcement of the Interim Final Rule in 25 states, including Oklahoma. However, Crossroads Youth & Family Services, Inc. is still subject to the OSHA vaccine or weekly testing mandate.

So what does that mean?

MASKS

Employees will still be required to wear masks at all times. While the current lawsuits may alter the mask requirement, at this point in time, we are encouraging mask wearing for all children.

VACCINATION

Employees need to continue to keep their vaccination status updated in Paycom, and employees who are not fully vaccinated or who have not uploaded their vaccination card will be subject to weekly testing provided by Crossroads Youth & Family Services, Inc. starting February 7, 2022. Note, the OSHA requirements do not require exemptions, which means employees who are not fully vaccinated or who do not have an approved exemption will continue to be eligible for employment as long as they submit to weekly testing. **Please be aware that depending on the outcome of the lawsuits, the option for weekly testing may be once again limited to only those employees with approved exemptions.** Therefore, if you are in the process of becoming fully vaccinated, you are encouraged to continue to do so, and if you were planning on obtaining an exemption, it is recommended that you submit an exemption request for approval as soon as possible.

CHANGES TO CDC ISOLATION AND QUARANTINE PERIODS AS OF 12-27-2021

ISOLATION:

If you test positive for COVID-19, you should stay home for 5 days. If you have no symptoms or your symptoms are resolving after 5 days, you may return to work. If you have a fever, you should stay home until your fever resolves.

QUARANTINE:

If you are exposed to someone with COVID-19 AND

- you had the second Pfizer or Moderna COVID-19 vaccination over 6 months ago and are not boosted OR
- you had the J&J COVID-19 vaccination over 2 months ago and are not boosted OR
- you are unvaccinated,

then, you should stay home for 5 days and test on day 5, if possible. If you develop symptoms, you should be tested for COVID-19, and you should stay home until results are received.

If you are exposed to someone with COVID-19 AND

- you have received a booster COVID-19 vaccination OR
- you had the second Pfizer or Moderna COVID-19 vaccination within the last 6 months OR
- you had the J&J COVID-19 vaccination within the last 2 months,

then, you should test on day 5, if possible. If you develop symptoms, you should be tested for COVID-19, and you should stay home until results are received.

As we have done for the past 2 years, we will continue to monitor updates to these requirements and will notify you of any changes. Thank you for all that you do!

Best regards,

Kate Butler, Director of Administrative Services

Terrie Vicknair, HS/EHS Program Director

COVID-19 TESTING PROCEDURE

The following procedure applies to employees and volunteers who must undergo SARS-COV-2 testing for current infection at least weekly:

1. By the last Friday of the month, the agency will provide to the employee/volunteer SARS-COV-2 testing materials for the upcoming month. The employee/volunteer should confirm that s/he received all necessary testing materials and should store these materials in a safe, reliable, and temperature-controlled location.
2. Each Monday (unless another day of the week is designated by the Executive Director), the employee/volunteer will submit test results to the site supervisor.
 - Those who have negative test results may remain in the classroom or working directly with children.
 - Those with positive test results must contact the site supervisor by telephone call and must be immediately excluded from the facility, so they are away from children and staff until they are determined to no longer be infectious. The site supervisor should notify the chain of command in the event of any positive test result in order to appropriately document employee leave and to evaluate whether any quarantines for exposure and/or classroom or facility closure are required.
 - In the event of an invalid test, the employee/volunteer should take a second test and present both test results to the site supervisor. If the event that a second test is unavailable (i.e., at the end of the month), the employee/volunteer should present the invalid test result to the site supervisor and request a second test.

Failure to submit test results upon arrival for duty will result in immediate exclusion from the facility. Employees subject to exclusion for this reason will be placed on unpaid leave and will not be paid for hours missed. Repeated exclusions for failure to submit test results may subject an employee to disciplinary action, up to and including termination.

In the event that the employee/volunteer does not report to the facility on Monday (e.g., due to employee absence or facility closure), the employee/volunteer should submit test results on the day that s/he returns to the facility.

3. Each week, the site supervisor will record the results of the SARS-COV-2 test and the date that the test was provided on the form provided by the Human Resources Department for this purpose. Once test results are recorded, the tests should be discarded. By the last day of each month, the site supervisor will submit completed forms to the Human Resources Department for record keeping purposes.



February 2022 - Covid-19 Testing Log

Supervisor: Kate Butler Center: Main St. Admin (2nd Floor)

Note: Please indicate with an in the corresponding box when the employee provides a **NEGATIVE** Covid-19 test on the following dates.

If the employee tests **POSITIVE**, please exclude employee from the workplace, indicate with a **+** in the box, and immediately contact your supervisor.

Employee Name	Feb. 8, 2022	Feb. 15, 2022	Feb. 22, 2022
[REDACTED]			
[REDACTED]			
[REDACTED]			

Supervisor Signature: _____ Date: _____

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Fw: Update on the Full Enrollment Initiative

From: Futrell, Bernadine (ACF) <Bernadine.Futrell@acf.hhs.gov>

Sent: Tuesday, December 21, 2021 9:18 AM

Subject: Update on the Full Enrollment Initiative

Good morning,

Thank you for your continued engagement and sharing your experiences with the Office of Head Start. We sincerely appreciate you taking the time to voice your concerns and experiences with us. OHS has been following the pandemic changes and the surge in COVID-19 cases, both locally and nationally. In response to these recent developments concerning the Omicron variant, OHS will not resume evaluating which programs will enter into the Full Enrollment Initiative beginning in January 2022, as previously communicated. That said, OHS will continue to track enrollment, as OHS has done since September 2021. Additionally, we continue to expect full in-person comprehensive services to be provided contingent upon CDC guidelines, state and local health department guidelines, and in consideration of local school districts' decisions.

Now, as throughout its history, Head Start is the face of hope when there is a crisis. This is a time for optimism and unity as a Head Start community. OHS is thankful for the incredible Head Start practitioners throughout the country who have kept services operational through the nearly two years of this national health emergency. We hope that taking this step will support programs as they continue to reach and support families and children during this moment of the pandemic.

We recognize that every day may look different as this pandemic continues to evolve. As such, we will remain flexible as well as follow data, to make the best decisions to protect children, families, and the Head Start community. While more details will be provided in the coming weeks, I wanted to share this update with you immediately as we go into the holidays.

Thank you

Head Start (OHS) expects EHS to be open ~~48 weeks~~ 1,380 hours per year. As a result, the following additional policies will apply to EHS staff and other essential staff such as cooks, support staff or Center Directors who work in centers that have EHS classrooms.

Summer Break: ~~Beginning with the summer break in 2014,~~ Early Head Start employees may elect to take their one week summer break, taken in five consecutive days beginning on a Monday, during June or July. Those staff who are approved to take off the week containing the Fourth of July holiday will take their fifth day either the Friday before or the Monday after that week as appropriate and at the discretion of the Center Director. Requests must be submitted by May 15 to the Center Director, and will be considered on a first come, first served basis and then by seniority in the event that requests are received simultaneously. Employees who do not submit requests will be assigned by the Center Director to take leave as deemed necessary for appropriate staff to child ratio and overall program operations. Final summer scheduling shall be approved by the Area Supervisor in consultation with the Assistant HS/EHS Program Director and HS/EHS Program Director.

Winter Break: ~~Early Head Start employees who work the second week of Winter Break (and who are eligible to be paid for the second week of Winter Break) will accrue up to five (5) days of paid time off (PTO). PTO must be requested by the employee and approved in advance by the Center Director as deemed necessary for appropriate staff to child ratio and overall program operations. PTO requests will be considered on a first come, first served basis and then by seniority in the event that requests are received simultaneously. PTO cannot be used the day before or the day after Spring Break. Where applicable, PTO must be used prior to using unpaid leave. PTO cannot be carried over from one school year to the next and expires if not used prior to the Memorial Day holiday. Upon separation from the program, an Early Head Start employee may collect pay for any unused and unexpired PTO. PTO may not be used in conflict with other leave policies.~~

Administrative Leave: The Head Start/Early Head Start Director, in consultation with the Executive Director, may grant administrative leave for such things as inclement weather or military duty. As a rule, Head Start/Early Head Start sites will follow public school closings in each respective local community. If employees do not report to work as a result of a public school closing due to inclement weather, they will be paid for their normal workday under administrative leave. When public school is delayed or closed early, Head Start/Early Head Start sites will follow the same schedule as the local public school in each community when feasible, and after all children have been picked up by parents or guardians, staff may leave as well. Administrative leave will be granted for this time off. The Head Start/Early Head Start Director, in consultation with the Executive Director, may ask staff to report to work even when the program is closed for the children if weather conditions permit reasonable travel. Staff may be allowed to report to work late and/or leave early based on current weather conditions as determined by the Head Start/Early Head Start Director, in consultation with the Executive Director.

NOTE: Administrative Leave for inclement weather is not meant to be uniformly applied on any given day from center to center or county to county, but rather based on local needs. Staff and child safety and each center's ability or need to respond to inclement weather conditions are considered.

During inclement weather, all employees are expected to report to work unless instructed otherwise by the Head Start/Early Head Start Director or his/her designee. If employees who reported to work are sent home due to inclement weather shut-down, they will be paid for the remainder of their normal work day under administrative leave.

Crossroads Head Start/Early Head Start will pay the CDA renewal fee for staff applying for CDA renewal for this program.

Employees must attend classes on their own time, outside of work hours and are responsible for their own travel, childcare and other associated costs.

TUITION ASSISTANCE: In an effort to assist employees who are working on completing either their Associate's degree or Bachelor's degree in Early Childhood Education, Crossroads Head Start/Early Head Start has set forth the following criteria for eligibility and priority for the funds available for those purposes.

Criteria for Eligibility and Priority

1. Eligibility. Only full-time employees who have successfully completed six months of employment with the Crossroads Head Start/Early Head Start program with a satisfactory Performance Evaluation will be eligible for tuition assistance.

2. Priority and Percentage of Tuition Covered Where the availability of funds is limited, tuition assistance for those employees working towards the completion of degrees will be given the following priority order.

- a. Associate's Degree (100% Tuition Assistance for Early Head Start and Head Start, capped at the state public university rate for 12 credit hours per semester)
- b. Bachelor's Degree (50% Tuition Assistance for Early Head Start and Head Start, capped at the state public university rate for 12 credit hours per semester).

3. Position Priority. Employees in the position titles listed below will be given priority in the following order.

- a. Teachers, Center Directors, Area Supervisors and Content Area Staff
- b. Assistant Teachers
- c. Family Advocates, Family Service Coordinators, and Classroom Support

4. Timeliness

- a. One-Year Tuition Assistance Application requests submitted by no later than November 15 of each year for the following school year will receive priority.
- b. Applications submitted after November 15 will receive consideration on a "first come, first served" basis as funds are available.

5. Elective Courses. Only tuition assistance requests for recommended courses for an early childhood education degree will be honored. Unrelated coursework to the major field of study will not be eligible for tuition assistance.

6. Available Funds. Prior to each contract period, Crossroads YFS Administration will determine the amount of funds available for tuition assistance for the contract period. Once determined, those available funds will be divided among the Spring, Summer and Fall semesters according to a formula determined by Administrative Staff. Funds will then be

Accessibility Information Report

2021- 2022

The Accessibility Information Report is a document that Project Managers may use to document the efforts of Crossroads Youth & Family Services toward accessibility and the removal of barriers for the persons served, Crossroads personnel, and other stakeholders.

Crossroads YFS addresses accessibility issues in order to:

- Enhance the quality of life for those served;
- Implement nondiscriminatory employment practices;
- Meet legal and regulatory requirements;
- Meet the expectations of stakeholders in regard to accessibility.

The following table shows the area identified for improvement during 2021-2022:

Barrier Description	Issue Resolution	Target Due Date	Person Responsible	Issue Status	Completion Date
At the Bethel location, Head Start is currently on the second floor of Bethel Methodist Church's activity building. There is no elevator access. The only access a staircase.	Constructing a remodeled space that will be one story connected to the playground. All ADA requirements have been implemented in accordance with the Oklahoma State fire Marshall.	September 2020 New Target April 30, 2021	Mike Templeton	Completed	12/30/2021
Gravel parking lot	Parking lot will be paved.	March 2022	Mike Templeton	Scheduled	

SYNOPSIS OF FIRST QUARTER INCIDENT REPORTS

(23 Total Incident Reports)

S1. 07/01/21 – A female resident informed staff that she was feeling bullied by two male residents and she reported that she self harmed by scratching her stomach.

ACTION TAKEN: Staff notified her case worker and counselor, she was placed on 1-1 for extra supervision.

RECOMMENDATIONS: None at this time

S2. 07/23/21 – A male resident threw a water balloon at another male resident while playing on slip-n-slide. The second resident responded by cursing at the resident which then the first resident pushed the second resident.

ACTION TAKEN: Staff redirected resident's bx and spoke with both boys.

RECOMMENDATIONS: None at this time

S3. 07/27/21- A male resident began to purposely agitate a female resident by grabbing laptop as she looked up job offers. She responded by splashing her water on him and he proceeded to approach and punch her with a closed fist.

ACTION TAKEN: Staff immediately intervened, separating the residents and preventing further incident.

RECOMMENDATIONS: Watch for bxs throughout the shift and try to recognize incidents at low points before they become bigger.

S4. 08/07/21 – After being brought back by law enforcement from going AWOL a female resident began to threaten staff then immediately started throwing any object she could grab in the intake office at staff.

ACTION TAKEN: Staff was able to intervene and escort the resident out of the office and away from the staff she was attempting to attack.

RECOMMENDATIONS: Be more alert and proactive during crisis situations.

S5. 09/08/21 – There were two residents who had not been given their early afternoon medication.

ACTION TAKEN: Spoke with staff about the importance of medication management and their role in ensuring our residents take their medications as scheduled.

RECOMMENDATIONS: Set a timer to remind about medication.

S6. 07/19/21 – A male resident got upset when it was time to stop playing video games and get ready for medication and bed. He began to yell and throw objects around.

ACTION TAKEN: Contacted case worker and debriefed with resident about incident.

RECOMMENDATIONS: None at this time

S7. 07/17/21 – Staff found a note on the kitchen table that mentioned self harm.

ACTION TAKEN: Staff notified counselors and counselors spoke with resident.

RECOMMENDATIONS: None at this time

S8. 07/17/21 – A female resident was laying down outside in the gazebo and somehow got her head stuck between two wooden slats, needing fire department to come out and assist.

ACTION TAKEN: Staff attempted to use Vaseline with no success so called out fire department.

RECOMMENDATIONS: None at this time.

S9. 09/30/21 – A male resident swung his fist toward a female resident then began to try and fight her as staff stepped between them.

ACTION TAKEN: Staff intervened and kept residents separated. Case worker was also notified.

RECOMMENDATIONS: None at this time.

SYNOPSIS OF SECOND QUARTER INCIDENT REPORTS

(10 Total Incident Reports)

S1. 10/01/21 – After staff handed resident his med cup during breakfasts, he slid it across the table causing several pills to fall on floor. After getting a second cup of medication, he opened it over the trash can and they fell in. He was able to take medication on third attempt.

ACTION TAKEN: Staff held third medication cup until resident was done eating which made it successful.

RECOMMENDATIONS: Allow resident to complete meal before offering medication.

S2. 10/10/21 – Staff found a plastic lid with a residents medication in it.

ACTION TAKEN: Notified Program director, OKDHS worker and liason. Spoke with resident about incident and also spoke with staff about proper supervision while giving medications.

RECOMMENDATIONS: Better supervision of medications.

S3. 10/24/21 – A resident bumped in to another resident while in chairs causing one of the residents fingers to get smashed.

ACTION TAKEN: Staff gave resident ice pack and spoke with other resident about not horse playing with chairs.

RECOMMENDATIONS: None at this time

S4. 11/13/21 – Resident hurt toe on concrete step while at “Get Air” outing.

ACTION TAKEN: Staff got ice pack for resident and provided her with ibuprofen once back at the shelter. Staff also notified case worker of incident.

RECOMMENDATIONS: None at this time

S5. 12/01/21 – During construction of the bathrooms, a male resident accidentally walked into the bathroom while a female resident was in the shower.

ACTION TAKEN: Notified OKDHS liason as well as spoke with case workers and residents about incident. Signs were made to hang on door when they are being used.

RECOMMENDATIONS: Utilize bathroom signs and always knock to be sure. S5. 05/12/21 – Two male residents were playing basketball and when both ran towards a loose ball, one resident fell and hit his knee on the ground.

ACTION TAKEN: Staff helped resident inside the office and put ice on hurt knee.

RECOMMENDATIONS: None at this time

S6. 10/24/21 – A male resident got upset when he was asked to stop video games and complete his chore as he had forgotten to do. He then began to argue and eventually throw chairs, slam and kick doors.

ACTION TAKEN: Staff notified program director and case worker. Staff able to de escalate and debrief with resident about incident. Staff offered phone call to residents father.

RECOMMENDATIONS: Leave video games put up until expectation of chores are complete.

S7. 10/22/21 – Two male residents were horse playing near bedrooms. One resident accidentally slammed the others finger in the door causing him to try and go after the resident.

ACTION TAKEN: Staff intervened, separated the boys and gave one of them ice for his finger.

RECOMMENDATIONS: Redirect horse play as much as possible.