



CORPORATE BOARD MEETING

June 20, 2023

5:30 PM

Board of Directors

Lori Thrower
Chair

Leroy Giles
Vice Chairman

LeAnne Pence
Secretary

Phyllis Weaver
Treasurer

Clent Stewart
Past Chair

Gerald Murray

Dana Moore

Joseph Blanchard

Emily Virgin

Andrea Marler

Ashley McCarter

Adriene Davis

Charles Baker

Wendy Swatek, JD,
MPA
Executive Director

AGENDA

I. Call to Order

II. Presentation of COR X 3, TSR and CLASS

**III. Approval of Board Minutes
May 16, 2023**

**IV. Acceptance of Financial Report
April 2023**

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 May 2023.
 - 1. Facilities
 - 3. Accidents
 - 4. Volunteer In-Kind
 - 5. Average Daily Attendance
 - 6. Meals Served (CACFP)
- B. Discussion and/or Action re: Acceptance of Youth Services Program Statistical and Counseling Statistics for May 2023.
- C. Discussion and/or Action re: ACF-IM-HS-23-02, American Indian and Alaska Native (AIAN) Head Start Eligibility Through Tribal TANF.

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

All roads lead to home

VII. Old Business

- A. Discussion and/or Action re: Update of the Stroud Building.
- B. Discussion and/or Action re: Update on Improper Payment Study.

VIII. New Business

- A. Discussion and/or Action re: Acceptance of the Head Start Director's Report for May 2023.
 - 1. Enrollment
- B. Discussion and/or Action re: Update on the OAYS/OJA Contract.
- C. Discussion and/or Action re: Acceptance of the 2023-24 Vendor List.
- D. Discussion and/or Action re: Approval of the 2023-24 Agency Budget.
- E. Discussion and/or Action re: Approval of the 2022-23 Agency Budget Revision.
- F. Discussion and/or Action re: Approval of the Lincoln/Seminole County 2022-23 Budget Revision.
- G. Discussion and/or Action re: Focus Area 1 Review in Program Year 2023-24; Grant 06CH010830.
- H. Discussion and/or Action re: Approval of the 2023-24 Strategic Organizational Plan.
- I. Discussion and/or Action re: Auditor Selection of Audit Committee.
- J. Discussion and/or Action re: Approval of Board Members to the Board of Directors of Crossroads Youth & Family Services, Inc.
 - 1. Leroy Giles – Chair
 - 2. Andrea Marler – Vice Chair
 - 3. Leanne Pence – Secretary
 - 4. Phyllis Weaver – Treasurer
 - 5. Lori Thrower – Past Chair
- K. Other Business Not Known at Time of Agenda Preparation.

IX. Announcement

- 1. Summit Update
- 2. 5K Run in October

X. Adjournment

Crossroads Youth & Family Services, Inc.

BOARD MEETING MINUTES

May 16, 2023

BOARD MEMBERS PRESENT: Lori Thrower (Chair), Leroy Giles (Vice Chair), Leanne Pence (Secretary), Clent Stewart (Past Chair), Phyllis Weaver (Treasurer), Gerald Murray, Andrea Marler, Ashley McCarter, Emily Virgin, Charles Baker

OTHERS PRESENT: Wendy Swatek, Kate Butler, John Griffith, Derise McClure, Jennifer Prince, Tydree Lewis, Jennifer Foster

I. Call to Order

Chair Lori Thrower determined that a quorum was present, and the meeting was called to order.

III. Approval of the Minutes

A. March 15, 2023

A motion to approve the Minutes of the March 15 2023, Board Meeting was made by Clent Stewart; followed by a second, the motion carried.

IV. Acceptance of Financial Reports

A. February 2023

B. March 2023

Chief Financial Officer John Griffith presented the February and March 2023 Financial Reports. A motion to accept the Financial Reports was made by Clent Stewart; followed by a second, the motion carried.

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:

No Policy Council Report due to no quorum for meeting.

VI. Consent Agenda

- A. Discussion and/or Action re:** Acceptance of the Head Start Directors Report for March and April 2023.
 - 1. Facilities
 - 2. Accidents
 - 3. Volunteer In-Kind
 - 4. Average Daily Attendance
 - 5. Meals Served (CACFP)
- B. Discussion and/or Action re:** Acceptance of the Youth Services Program Statistical and Counseling Statistics for March and April 2023.
- C. Discussion and/or Action re:** Acceptance of the Minutes of the Third Quarter Program Evaluation Committee Meeting.
- D. Discussion and/or Action re:** Acceptance of the Youth Services, 2nd and 3rd Quarter Incident Report.
- E. Discussion and/or Action re:** Approval of the Following Agency Reports
 - 1. 3rd Quarter Medicaid
 - 2. 3rd Quarter Cash Audit
- F. Discussion and/or Action re:** Approval of the 401K Savings Plan for Jan/Feb/Mar 2023.
- G. Discussion and/or Action re:** Update of Job Description.
- H. Discussion and/or Action re:** ACF-PI-HS-23-02, FY 2023 Funding Increase.
- I. Discussion and/or Action re:** ACF-IM-HS-23-01, Lead Poisoning Prevention. The Role of Head Start in Addressing Lead Water.
- J. Discussion and/or Action re:** Head Start Vaccine Testing Announcement.
- K. Discussion and/or Action re:** Executive Director Wendy Swatek's Evaluation.
- L. Discussion and/or Action re:** Salary Schedule to Reflect HS/EHS 5.6% COLA. A motion to approve the Consent Agenda was made by Past Chair Client Stewart; followed by a second, the motion carried.

VII. Old Business

- A. Discussion and/or Action re:** One Time Funds Request Update. Update from Executive Director Wendy Swatek. We Applied for the COVID One Time Funds and are still waiting for the update.
- B. Discussion and/or Action re:** Update on Ownership of the Stroud Head Start Building. Executive Director Wendy Swatek stated Mrs. Hammerly Continues to claim ownership but to date, has not provided documents. The new lease ends in June, so we keep the Board updated.

- C. **Discussion and/or Action re:** Southwest Credit Card. A motion to ratify the email vote for the Southwest Credit Card was made by Past Chair Clent Stewart; followed by a second, the motion carried.

VIII. New Business

- A. **Discussion and/or Action re:** Acceptance of the Head Start Director's Report for March and April 2023.
1. Enrollment
 2. Treasured Moments
- Head Start Director Terrie Vicknair presented the March and April 2023, Director's Report. A motion to accept the Head Start Director's Report for March and April 2023 was made by Past Chair Clent Stewart; followed by a second, motion carried.
- B. **Discussion and/or Action re:** Acceptance of the January 17, 2023, OAYS Peer Review/Agency Certification Report. A motion to approve the January 17, 2023 OAYS Peer Review/Agency Certification Report was made by Past Chair Clent Stewart; followed by a second, motion carried.
- C. **Discussion and/or Action re:** Approval of the Plan and Report for the 2022 Community Needs Assessment. The report was presented by Director of Communications Jennifer Prince. A motion to approve the Community Needs Assessment Plan for 2022 was made by Andrea Marler; followed by a second, motion carried.
- D. **Discussion and/or Action re:** Approval of the 2023 Strategic Organizational Plan. A motion to table the 2023 Strategic Organizational Plan was made by Andrea Marler; followed by a second, motion carried.
- E. **Discussion and/or Action re:** Approval of the 990 Tax Return. The 990 Tax Return Information was presented by Chief Financial Officer John Griffith. A motion to accept the 990 Tax Return was made by Leroy Giles; followed by a second, motion carried.
- F. **Discussion and/or Action re:** FY 2023 Agency Budget Revision. The 2023 Agency Budget Revision was presented by Chief Financial Officer John Griffith. A motion to approve the FY 2023 Agency Budget Revision was made by Treasurer Phyllis Weaver; followed by a second, motion carried.

- G. **Discussion and/or Action re:** HS Notification of Selection for Improper Payment Study. Executive Director Wendy Swatek stated we were randomly selected for this COVID Funds Study and are required to provide certain financial documentation. The deadline is May 31, 2023. A motion to Approve the Notification of Selection for Improper Payment Study was Made by Past Chair Clent Stewart; followed by a second, motion carried.
- H. **Discussion and/or Action re:** Compliance Update for Financial Reports. Executive Director Wendy Swatek stated we will continue to provide monthly financial statements even if we cancel a meeting. A motion to approve the Compliance Update for Financial Reports was made by Past Chair Clent Stewart; followed by a second, motion carried.
- I. **Discussion and/or Action re:** Consolidation of Grants. Executive Director Wendy Swatek stated that as of July 1, 2023, our two Federal Grants will be merged into one. A motion to accept the Consolidation of Grants Update was made by Leroy Giles; followed by a second, motion carried.
- J. **Discussion and/or Action re:** Nomination of Slate of Officers for FY 2023.
 - 1. Chair – Leroy Giles
 - 2. Vice-Chair – Andrea Marler
 - 3. Secretary – Leanne Pence
 - 4. Treasurer – Phyllis Weaver
 - 5. Past Chair – Lori Thrower
 A motion to approve the Nomination of Slate of Officers for FY 2023 was made by Past Chair Clent Stewart; followed by a second, motion carried.
- K. **Other Business Not Known at Time of Agenda Preparation.**
No other Business at time of Agenda Preparation.

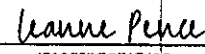
IX. Announcements

- 1. Board Recruiting
- 2. Open Positions
- 3. Summit Update
- 4.

X. Adjournment

There being no further business, a motion to adjourn was made by Past Chair Clent Stewart; followed by a second, the motion carried, and the meeting was adjourned.

Leanne Pence: Board Secretary

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Crossroads Youth & Family Services, Inc.
Balance Sheet
As of 04/30/2023

	<u>Current Year</u>	<u>Prior Year</u>
Assets		
Cash & Cash Equivalents		
Petty Cash	\$ 504.00	\$ 400.00
Cash in Arvest Bank	681,956.87	139,720.35
Cash in Republic Bank	1,287,720.28	896,111.29
BancFirst - Childcare Subsidies	52,576.30	63,921.96
Total Cash & Cash Equivalents	2,022,757.45	1,100,153.60
Other Current Assets		
Accounts Receivable	1,165,669.81	902,937.96
Employee Receivable	115.06	1,193.41
Prepaid Insurance	42,568.50	41,283.10
Prepaid Workers Comp	8,854.63	17,441.45
Prepaid Expense Other	4,227.72	6,889.50
Deposits	108,310.75	1,500.00
Total Other Current Assets	1,329,746.47	971,245.42
Long-term Assets		
Property & Equipment	6,103,160.81	4,576,938.83
Total Assets	<u>\$ 9,455,664.73</u>	<u>\$ 6,648,337.85</u>
Liabilities		
Accounts Payable	\$ 238,563.46	\$ 235,925.55
Deferred Revenue	320,772.74	314,000.00
Accrued Workers Comp	16,624.50	22,514.27
Accrued Wages	255,736.74	229,333.91
Accrued Vacation	110,322.78	96,890.63
Payroll Taxes Payable	76,397.01	65,094.95
Employee Insurance Withholding	58,172.49	1,588.48
Employee Retirement Withholding	14,151.73	11,421.68
Flexible Spending Account	7,925.38	7,925.38
Good Samaritan Account	0.00	0.00
Employee Garnishment	3,289.99	1,922.66
PPP Loan	0.00	0.00
Total Liabilities	1,101,956.82	986,617.51
Net Assets		
Beginning Net Assets	8,138,145.41	5,404,476.11
Temporarily Restricted Net Assets	85,385.82	222,206.62
Current YTD Net Income	130,176.68	35,037.61
Total Net Assets	8,353,707.91	5,661,720.34
Total Liabilities and Net Assets	<u>\$ 9,455,664.73</u>	<u>\$ 6,648,337.85</u>

*Temp Restricted Assets is comprised of Shelter Clothing (\$4,425.81)
Restricted for Endowment (\$60,000.00)
United Way car seats \$456.44 Caleb's Cause (\$250.00)
McMahon (\$5,833.30) Sarkeys (\$2,500.00)
United Way-Shelter (\$4,781.48) United Way-Launch 2021 (\$3,111.59)
Victory Family (\$4,940.08)
**Originally presented as \$10,789.04

Crossroads Youth & Family Services, Inc.
Income Statement - Youth Services
Fiscal Year thru Period Ending April 30, 2023

83.33%

Description	Month to Date	Year to Date	Annual Budget	Percent	
CBYS - Outreach & FTOP	\$ 21,189.93	\$ 237,019.37	\$ 345,020.00	68.70%	
CBYS - Shelter	51,173.22	473,269.91	480,000.00	98.60%	86.09%
Municipal Shelter	0.00	0.00	0.00	0.00%	86.09%
OJA-Retention	4,371.98	40,506.19	72,000.00	56.26%	
OJA - CARS	7,606.52	59,910.90	96,999.00	61.76%	
OJA-Transitional Living	984.44	6,474.67	0.00	0.00%	
Title XIX-Soonercare	10,424.86	95,149.94	100,000.00	95.15%	
DHS COVID Supplemental	0.00	0.00	0.00	0.00%	
City of Norman ARPA	0.00	40,000.00	0.00	0.00%	
Client Fees	0.00	0.00	200.00	0.00%	
DHS - Food Reimbursement	1,434.24	13,237.89	16,000.00	82.74%	
Contributions	777.80	7,754.76	5,000.00	155.10%	
Other Income	0.00	600.48	0.00	0.00%	
Insure Oklahoma-Health Care	45.49	181.96	1,500.00	12.13%	
Interest Income	5,350.19	23,918.84	5,000.00	478.38%	
Total Revenue	103,358.67	998,024.91	1,121,719.00	88.97%	
Salaries & Wages	43,435.00	469,050.73	591,610.00	79.28%	
Payroll Taxes	3,435.36	37,057.76	48,034.00	77.15%	
Employee Benefits	6,383.03	57,699.64	118,580.00	48.66%	
Workers Comp	1,086.78	11,695.78	11,550.00	101.26%	
Contract Labor	12,047.29	101,787.01	123,000.00	82.75%	
Training & Travel	287.11	4,653.91	8,475.00	54.91%	
Rent	1,391.34	9,717.92	8,825.00	110.12%	
Utilities	1,937.21	18,049.88	23,200.00	77.80%	
Communication	1,682.08	18,844.65	14,800.00	127.33%	
Repairs & Maintenance	5,409.63	30,593.39	35,750.00	85.58%	
Supplies & Postage	4,996.43	56,312.35	54,250.00	103.80%	
Printing/Pub/Ads	656.58	2,883.09	8,125.00	35.48%	
Child Services	0.00	0.00	0.00	0.00%	
Program Recreation	387.36	1,360.75	2,500.00	54.43%	
Professional Fees	881.87	18,600.39	15,800.00	117.72%	
Dues and Memberships	15.42	8,029.55	5,500.00	145.99%	
Preplacement Screening	314.50	3,053.89	5,750.00	53.11%	
Insurance Exp	1,262.20	12,621.99	18,980.00	66.50%	
Miscellaneous Expense	346.97	4,155.98	5,000.00	83.12%	
Meals and Events	162.30	1,679.57	950.00	176.80%	
Total Expenditure	86,118.46	867,848.23	1,100,679.00	78.85%	
Net revenue over (under)	\$ 17,240.21	\$ 130,176.68	\$ 21,040.00	10.13%	

Crossroads Youth & Family Services, Inc.
Income Statement - Head Start
Fiscal Year thru Period Ending April 30, 2023

83.33%

Description	Month to Date	Year to Date	Annual Budget	Percent
Head Start Revenue	\$ 392,464.76	\$ 4,927,911.35	\$ 5,748,980.00	85.72%
Early Head Start Revenue	410,229.64	4,937,589.73	6,093,696.00	81.03%
HS/EHS Revenue - COVID-19	0.00	1,240,253.82	700,067.00	177.16%
DHS COVID Supplemental	0.00	0.00	0.00	0.00%
DHS-ARP Revenue	3,333.34	33,333.40	314,000.00	0.00%
State Appropriated Funds	10,209.46	101,317.22	133,041.00	76.15%
Oklahoma Early Childhood Program	7,115.36	82,115.16	160,000.00	51.32%
Donations - Centerpoint/Sarkeys/McMahc	8,797.10	91,813.68	90,000.00	102.02%
CACFP - USDA	73,028.06	574,879.70	950,797.00	60.46%
Child Care Subsidy	98,344.54	775,525.80	1,119,716.00	69.26%
E-Rate Reimbursement	1,580.40	6,720.63	30,000.00	22.40%
Insure Oklahoma-Health Care	6,725.67	67,041.34	0.00	0.00%
Other Income	0.00	0.00	0.00	0.00%
Total Revenue	1,011,828.33	12,838,501.83	15,340,297.00	83.69%
Salaries & Wages	528,799.43	6,998,415.72	8,414,282.00	83.17%
Payroll Taxes	41,161.76	532,480.26	667,384.00	79.79%
Employee Benefits	156,933.75	1,582,077.92	2,348,696.00	67.36%
Workers Comp	4,697.05	69,022.44	58,993.00	117.00%
Contract Labor	5,635.00	22,195.00	0.00	0.00%
Equipment	0.00	0.00	0.00	0.00%
Training & Travel	9,562.89	292,001.97	272,342.00	107.22%
Child Services	7,794.58	88,967.52	82,693.00	107.59%
Rent	28,729.04	282,063.45	336,002.00	83.95%
Utilities	21,218.73	228,341.85	217,343.00	105.06%
Communication	19,268.93	155,260.89	120,187.00	129.18%
Repairs & Maintenance	35,276.84	641,087.94	798,958.00	80.24%
Supplies & Postage	31,812.99	875,150.27	818,590.00	106.91%
Printing/Pub/Ads	4,101.78	55,605.85	112,150.00	49.58%
Professional Fees	4,305.64	89,909.76	61,555.00	146.06%
Dues and Memberships	2,828.58	4,539.88	0.00	0.00%
Preplacement Screening	994.00	17,837.17	20,829.00	85.64%
Insurance Exp	15,620.50	156,564.23	145,146.00	107.87%
Meals and Events	205.68	5,117.95	9,350.00	54.74%
Miscellaneous	0.00	887.00	0.00	0.00%
USDA Reimburse Food	92,881.16	740,974.76	855,797.00	86.58%
Total Expenditure	1,011,828.33	12,838,501.83	15,340,297.00	83.69%
Net revenue over (under)	\$ -	\$ -	\$ -	0.00%

Crossroads Youth & Family Services, Inc.
Income Statement - Wewoka Head Start
Fiscal Year thru Period Ending April 30, 2023

83.33%

Description	Month to Date	Year to Date	Annual Budget	Percent
Head Start Revenue	\$ 145,399.71	\$ 1,552,676.61	\$ 1,929,368.00	80.48%
HS Revenue - COVID-19	0.00	0.00	0.00	0.00%
CACFP - USDA	12,347.05	77,774.56	0.00	0.00%
Child Care Subsidy	4,014.20	4,014.20	0.00	0.00%
State Appropriated Funds	4,151.39	41,513.90	30,926.00	134.24%
Insure Oklahoma-Health Care	2,570.90	3,504.26	0.00	0.00%
Other Income	0.00	0.00	0.00	0.00%
Total Revenue	168,483.25	1,679,483.53	1,960,294.00	85.68%
Salaries & Wages	73,429.30	871,571.96	1,035,650.00	84.16%
Payroll Taxes	5,754.44	68,706.23	88,434.00	77.69%
Employee Benefits	20,696.28	195,191.08	288,277.00	67.71%
Workers Comp	517.13	6,616.95	4,694.00	140.97%
Contract Labor	0.00	0.00	0.00	0.00%
Equipment	0.00	0.00	0.00	0.00%
Training & Travel	2,840.11	37,702.70	43,814.00	86.05%
Child Services	2,053.46	18,662.88	16,361.00	114.07%
Rent	3,160.00	22,896.69	9,600.00	238.51%
Utilities	1,993.69	23,052.73	24,182.00	95.33%
Communication	2,448.58	24,660.69	21,510.00	114.65%
Repairs & Maintenance	31,216.85	184,105.61	63,916.00	288.04%
Supplies & Postage	1,063.40	55,723.30	314,456.00	17.72%
Printing/Pub/Ads	1,526.66	18,997.84	15,494.00	122.61%
Professional Fees	0.00	415.45	5,000.00	8.31%
Dues and Memberships	0.00	50.00	0.00	0.00%
Preplacement Screening	235.50	3,302.30	12,050.00	27.40%
Insurance Exp	1,659.52	16,595.10	16,856.00	98.45%
Meals and Events	22.58	22.58	0.00	0.00%
Miscellaneous	0.00	0.00	0.00	0.00%
USDA Reimburse Food	19,865.75	131,209.44	0.00	0.00%
Total Expenditure	168,483.25	1,679,483.53	1,960,294.00	85.68%
Net revenue over (under)	\$ -	\$ -	\$ -	0.00%

HEADSTART Apr-23	3 All Counties												Total (Over) Under			
	Description	Total	Less Admin Portion		Month 3		Actual Exp		Actual Exp		Admin Budget	Month 3 April		Actual Exp April	Actual YTD	(Over)/Under Program
			April	YTD	April	YTD	April	YTD	April	YTD						
Salary	4,027,550	3,423,418	855,854	681,082	604,133	151,033	35,872	113,359	37,674	202,447						
Payroll taxes	319,372	271,466	67,867	34,318	47,906	11,976	2,733	8,107	3,869	37,418						
Benefits	1,290,827	1,097,203	274,301	211,341	193,624	48,406	7,312	21,524	26,882	89,842						
Travel/Training	34,432	29,267	7,317	2,133	5,165	1,291	0	1,320	(28)	5,156						
Equipment	0	0	0	0	0	0	0	0	0	0						
Supplies	173,671	147,620	36,905	40,360	26,051	5,513	5,680	18,085	(11,573)	(15,027)						
Contract Labor	0	0	0	0	0	0	0	0	0	0						
Rent	153,846	130,769	32,692	27,293	23,077	5,769	3,502	10,507	(4,738)	661						
Utilities/Telephone	198,562	168,795	42,199	52,970	29,787	7,447	2,236	5,783	1,664	(9,108)						
Bidg/Child Liab Ins	88,924	75,585	18,896	23,628	13,339	3,335	1,374	4,121	(786)	(5,518)						
Bidg Maint/Rep	174,849	148,622	37,155	53,585	26,227	6,557	794	3,822	2,735	(13,695)						
Local Travel	60,090	51,077	12,769	9,683	9,014	2,253	204	591	1,662	4,748						
Child Service Consultants	70,000	70,000	17,500	21,730	0	0	0	0	0	(4,230)						
Accounting & Legal	41,406	0	0	1,652	41,406	10,352	6,730	13,843	(3,491)	(5,143)						
Publications/Adv/Print	59,975	50,979	12,745	5,795	8,996	2,249	406	1,642	608	7,557						
Training	37,456	31,838	7,959	9,788	5,618	1,405	799	2,485	(1,080)	(2,909)						
Preplacement Screening	11,507	9,781	2,445	787	1,726	432	0	0	432	2,090						
Meals & Events	5,950	5,058	1,264	230	893	223	11	755	(532)	503						
Food	440,000	440,000	110,000	134,626	0	0	0	0	0	(24,626)						
Food Related	41,986	41,986	10,499	12,021	0	0	0	0	0	(1,522)						
CACFP Reimbursement	(576,996)	(576,996)	(144,249)	(123,121)	0	0	0	0	0	(21,128)						
	6,653,437	5,616,476	1,404,119	1,209,902	1,036,961	259,240	67,653	205,943	53,297	247,514						

EARLY HEADSTART	All Counties												Total (Over)/Under						
	Description	Total	Less Admin Portion		Month 3		Actual Exp		Admin Budget		Month 3			Actual Exp		Actual YTD		(Over)/Under Program	(Over)/Under Program
			April	YTD	April	YTD	April	YTD	April	YTD	April	YTD		April	YTD	April	YTD		
Salary	4,096,431	3,481,966	870,492	713,660	226,382	713,660	156,832	614,465	153,616	31,232	98,164	55,452	212,284						
Payroll taxes	324,104	275,488	68,872	54,692	17,409	54,692	14,180	48,616	12,154	2,337	6,866	5,288	19,468						
Benefits	1,290,030	1,096,526	274,131	223,511	74,049	223,511	50,621	193,505	48,376	6,614	19,265	29,111	79,732						
Travel/Training	29,930	25,441	6,360	1,957	581	1,957	4,404	4,490	1,122	0	689	434	4,837						
Equipment	0	0	0	0	0	0	0	0	0	0	0	0	0						
Supplies	127,989	108,714	27,179	35,658	10,174	35,658	(8,480)	19,185	4,796	5,237	16,735	(11,939)	(20,419)						
Contract Labor	0	0	0	0	0	0	0	0	0	0	0	0	0						
Rent	182,156	154,833	38,708	39,309	13,103	39,309	(601)	27,323	6,831	3,026	9,078	(2,247)	(2,848)						
Utilities/Telephone	138,948	118,106	29,526	41,449	15,585	41,449	(11,923)	20,842	5,211	1,709	4,476	735	(11,188)						
Bldg/Child Liab Ins	56,222	47,789	11,947	16,660	5,553	16,660	(4,713)	8,433	2,108	817	2,452	(344)	(5,057)						
Bldg Maint/Rep	114,312	97,165	24,291	48,360	14,924	48,360	(24,069)	17,147	4,287	640	3,328	969	(23,110)						
Local Travel	29,120	24,752	6,188	7,341	1,315	7,341	(1,153)	4,368	1,092	113	401	691	(462)						
Child Service Consultants	12,693	12,693	3,173	1,000	412	1,000	2,173	0	0	0	0	0	2,173						
Accounting & Legal	20,149	0	0	943	943	943	(943)	20,149	5,037	3,445	6,955	(1,917)	(2,860)						
Publications/Adv/Print	52,175	44,349	11,087	5,180	1,580	5,180	5,907	7,826	1,957	331	1,370	586	6,493						
Training	81,314	69,117	17,279	9,276	838	9,276	8,003	12,197	3,049	501	1,383	1,666	9,669						
Preplacement Screening	9,322	7,924	1,981	1,935	695	1,935	46	1,398	350	0	0	350	396						
Meals & Events	3,400	2,890	723	115	56	115	607	510	128	10	692	(564)	43						
Food	345,805	345,805	86,451	95,390	35,457	95,390	(8,939)	0	0	0	0	0	(8,939)						
Food Related	27,996	27,996	6,999	6,445	1,942	6,445	554	0	0	0	0	0	554						
CACFP Reimbursement	(373,801)	(373,801)	(93,450)	(82,360)	(28,888)	(82,360)	(11,090)	0	0	0	0	0	(11,090)						
	6,568,205	5,567,752	1,391,938	1,220,522	392,110	1,220,522	171,416	1,000,453	250,113	56,013	171,853	78,260	249,676						
	13,221,642	11,184,228	2,796,057	2,430,424	785,695	2,430,424	365,633	2,037,414	509,354	123,665	377,797	131,557	497,190						

HEADSTART Apr-23	10 Lincoln/Seminole HS										Total (Over) Under				
	Description	Total	Less Admin Portion	Month 10		Actual Exp		(Over) Under Program	Admin Budget	Month 10		Actual Exp April	Actual YTD	(Over)/Under Program	
				April	April	April	YTD			April					April
Salary	1,004,724	854,015	711,680	62,242	718,768	(7,088)	150,709	125,591	11,188	152,804	(27,213)	0	0	0	(34,302)
Payroll taxes	94,004	79,903	66,586	4,895	56,804	9,782	14,101	11,751	859	11,902	(152)	0	0	0	9,630
Benefits	287,401	244,291	203,576	18,151	167,837	35,739	43,110	35,925	3,062	33,971	1,954	0	0	0	37,593
Travel/Training	14,708	12,502	10,418	178	3,090	7,329	2,206	1,839	0	0	1,839	0	0	0	9,167
Equipment	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Supplies	314,456	267,288	222,740	1,063	55,723	167,016	47,168	39,307	0	0	39,307	0	0	0	206,323
Contract Labor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rent	9,900	8,160	6,800	3,160	22,897	(16,097)	1,440	1,200	0	0	1,200	0	0	0	(14,897)
Utilities/Telephone	46,943	39,902	33,251	4,442	47,713	(14,462)	7,041	5,868	0	0	5,868	0	0	0	(6,594)
Bldg/Child Liab Ins	16,656	14,328	11,940	1,660	16,595	(4,655)	2,528	2,107	0	0	2,107	0	0	0	(2,548)
Bldg Maint/Rep	63,916	54,329	45,274	31,217	184,106	(138,832)	9,587	7,990	0	0	7,990	0	0	0	(130,842)
Local Travel	18,820	15,997	13,331	1,464	25,319	(11,968)	2,823	2,353	0	0	2,353	0	0	0	(9,636)
Child Service Consultants	15,110	15,110	12,592	2,053	18,663	(6,071)	0	0	0	0	0	0	0	0	(6,071)
Accounting & Legal	5,000	0	0	0	50	(50)	5,000	4,167	0	415	3,751	0	0	0	3,701
Publications/Adv/Print	15,494	13,170	10,975	1,527	18,998	(8,023)	2,324	1,937	0	0	1,937	0	0	0	(6,086)
Training	16,250	13,813	11,510	1,198	9,294	2,216	2,438	2,031	0	0	2,031	0	0	0	4,248
Preplacement Screening	6,086	5,173	4,311	236	3,302	1,009	913	761	0	0	761	0	0	0	1,769
Meals & Events	0	0	0	23	23	(23)	0	0	0	0	0	0	0	0	(23)
Food	0	0	0	19,797	130,444	(130,444)	0	0	0	0	0	0	0	0	(130,444)
Food Related	0	0	0	69	765	(765)	0	0	0	0	0	0	0	0	(765)
CACFP Reimbursement	0	0	0	(12,347)	(77,775)	77,775	0	0	0	0	0	0	0	0	77,775
	1,929,368	1,637,879	1,364,983	141,027	1,402,616	(37,633)	291,389	242,824	15,109	199,093	43,731	0	0	0	6,098

PROGRAM INCOME		1,929,368	1,637,979	1,364,983	141,027	1,402,616	-37,633	291,389	242,824	15,109	199,093	43,731	6,098	
		<i>Lincoln/Seminole HS</i>												
Apr-23														
Description	Total	Less Admin Portion		Month 10		Actual Exp		(Over) Under Program		Actual		(Over)/Under Program		Total (Over) Under
				April	April	April	YTD	Program	YTD	November	YTD	Program	Program	Under
E-Rate Reimbursement	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Insure Oklahoma-Healthcare	0	0	0	0	(2,571)	(3,504)	(3,504)	3,504	0	0	0	0	0	3,504
Insurance Proceeds	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
Gain on Sale	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Childcare Subsidy-HS	0	0	0	0	(3,014)	(3,014)	(3,014)	3,014	0	0	0	0	0	3,014
Childcare Subsidy-EHS	0	0	0	0	0	0	0	0	0	0	0	0	0	0
DHS COVID Supplemental	0	0	0	0	(5,585)	(6,518)	(6,518)	6,518	0	0	0	0	0	6,518
		1,929,368	1,637,979	1,364,983	135,442	1,396,098	(31,115)	291,389	242,824	15,109	199,093	43,731	12,616	
IN-KIND ***		<i>Lincoln/Seminole HS</i>												
Apr-23														
Description	Total	Less Admin Portion		Month 10		Actual		(Under)/Over Program		Actual		(Under)/Over Program		Total Over (Under)
				April	April	April	YTD	Program	YTD	November	YTD	Program	Program	(Under)
	482,342	409,991	341,659	19,554	136,127	(205,532)	72,351	60,293	0	0	0	(60,293)	(265,824)	

Credit Card Purchases April 2023				
Purchaser				
Wendy Swatek	4/16/2023	Vonage Business	4140.66	Monthly Phone Charges
Wendy Swatek	4/19/2023	Zoom	199.90	Agency Video Calls
Tydree Lewis	4/2/2023	Sams Club	233.43	Shelter Household and Hygiene Products
Tydree Lewis	4/1/2023	Walmart.com	389.59	Shelter Food and Supplies
Tydree Lewis	4/6/2023	Subway	109.73	Shelter Birthday Luch
Tydree Lewis	4/6/2023	Sams Club	117.96	Shelter Food and Supplies
Tydree Lewis	4/8/2023	Walmart.com	154.16	Shelter Food and Supplies
Tydree Lewis	4/10/2023	Amazon	176.05	Shelter Supplies
Tydree Lewis	4/13/2023	Sams Club	282.03	Shelter Household Products
Tydree Lewis	4/13/2023	Walmart.com	318.99	Shelter Food and Supplies
Tydree Lewis	4/20/2023	Walmart.com	354.68	Shelter Food and Supplies
Tydree Lewis	4/24/2023	Walmart.com	277.30	Shelter Food and Supplies
Candus Ingram	3/27/2023	Council for Professionals	425.00	CDA Council- Tammy Berglan
Candus Ingram	3/29/2023	Walmart.com	502.41	Cleveland County EHS Formula
Candus Ingram	3/30/2023	Walmart.com	166.26	Treasured Moments Formula
Candus Ingram	4/1/2023	La Quinta Inn & Suites	391.22	Room for Shaunda Dahlem
Candus Ingram	4/6/2023	Care Courses	120.00	Books for Ekaterina Belinskaia
Candus Ingram	4/10/2023	Walmart.com	311.42	Purchase using wrong card-Employee payment issued
Candus Ingram	4/11/2023	Care Courses	117.00	Books for Destiny Hopkins
Candus Ingram	4/11/2023	Teachstone Training	125.00	Recertification for Michelle Adams
Candus Ingram	4/12/2023	Insect Lore	220.06	Union St Classroom Supplies
Candus Ingram	4/12/2023	DK Outlet	407.75	Cleveland County EHS Classroom
Candus Ingram	4/18/2023	American Airlines	476.40	Flight for Highscope Annual
Candus Ingram	4/18/2023	American Airlines	476.40	Flight for Highscope Annual
Candus Ingram	4/18/2023	American Airlines	476.40	Flight for Highscope Annual
Candus Ingram	4/18/2023	DK Outlet	216.07	EHS Pott County
Jennifer Foster	4/4/2023	Amazon	346.38	Printer for Jennifer Foster
Victoria Salinas	4/14/2023	Panda Garden	121.80	Shelter Dinner Outing
Victoria Salinas	4/25/2023	Walmart.com	156.40	Transitional Living Supplies
Brittni Cowles	4/1/2023	Accucut	155.00	Beginnings Academy Die Cut Shapes
Brittni Cowles	4/12/2023	Homeland	135.97	Summit Ridge Formula
Brittni Cowles	4/15/2023	The Webstaurant Store	342.80	Education Engine Kitchen Supplies
Brittni Cowles	4/22/2023	E3 Diagnostics	156.96	Comanche County Hearing Screener Supplies
Mike Templeton	3/27/2023	Cruise In Auto Spa	103.28	Oil Change for Both Shelter Vans
Mike Templeton	3/27/2023	Cruise In Auto Spa	106.54	Oil Change for Both Shelter Vans
Mike Templeton	3/29/2023	Harbor Freight Tools	108.74	New Railroad Jack for Removing Playground
Mike Templeton	4/20/2023	GoDaddy.com	199.98	SSL Renewal
Mike Templeton	4/1/2023	Bryan Street Storage	325.00	Lincoln Co Units 04/2023
Mike Templeton	4/6/2023	BNB Technology	879.99	Monthly Data Backup
Mike Templeton	4/18/2023	Techsoup	300.00	Microsoft 365
Mike Templeton	4/21/2023	GoDaddy.com	151.48	.Com/.Org Domain Renewal
Mike Templeton	4/24/2023	Budget Dumpster	575.00	Rental at Moore
Denise McClure	4/11/2023	PikePass	200.00	PikePass
Denise McClure	4/18/2023	Canva	280.00	Individual Business Cards for Progam Directors



Account Number: XXXX XXXX XXXX 9064
 CROSSROADS YOUTH & FAMILY
 Statement Closing Date: 04/27/23

Corporate Account Summary

Previous Balance		\$24,815.47
Purchases and other Charges	+	\$20,862.03
Cash Advances	+	\$0.00
Credits	-	\$2,260.78
Payments	-	\$28,956.13
Late Payment Charge	+	\$0.00
Finance Charges	+	\$0.00
New Balance		\$14,460.59
Disputed Amount		\$0.00

Corporate Account Summary

Past Due Amount	\$0.00
Credit Limit	\$50,000.00
Available Credit Limit	\$35,539.41
Cash Advance Credit Limit	\$0.00
Days in Billing Cycle	31
Statement Closing Date	04/27/23
Minimum Payment Due	\$434.00
Payment Due Date	05/22/23

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
03/29	03/29	74494573088308800002509	PAYMENT RECEIVED - THANK YOU	-\$4,184.54
04/19	04/19	74494573109310900002079	PAYMENT RECEIVED - THANK YOU	-\$20,630.93
04/26	04/26	74494573116311600002022	PAYMENT RECEIVED - THANK YOU	-\$4,140.66

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	14.74% (v)	\$0.00	\$0.00
CASH ADVANCES	14.74% (v)	\$0.00	\$0.00

(v) = Variable Rate

REWARDS SUMMARY

Previous Balance	Earned	Other Adjustments	Redeemed	Current Balance
282,389	18,597	0	0	300,986

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 XXXX XXXX XXXX 9064
 New Balance \$14,460.59
 Minimum Payment Due \$434.00
 Payment Due Date 05/22/23

Amount enclosed \$

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

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: XXXX XXXX XXXX 9064
CROSSROADS YOUTH & FAMILY
Statement Closing Date: 04/27/23

IMPORTANT INFORMATION

Balance Subject to Interest Rate. We use a method called "average daily balance (including new purchases)." Accordingly, we figure the interest charge on your account by applying the periodic rate to the "average daily balance" of your account. To get the "average daily balance," we take the beginning balance of your account each day (any credit balance is treated as a "0" balance), add any new purchases, cash advances and fees, and subtract any unpaid interest, other finance charges, annual fees, returned check fees and any payments or credits. This gives us the daily balance. Then, we add up all the daily balances for the billing cycle and divide the total by the number of days in the billing cycle. This gives us the "average daily balance."

What To Do If You Think You Find A Mistake On Your Statement
If you think there is an error on your statement, write to us at:

Arvest Bank
PO Box 6139
Norman, OK 73070

You may also contact us on the Web:
www.arvest.com

In your letter, give us the following information:

- *Account Information:* Your name and account number.
- *Dollar amount:* The dollar amount of the suspected error.
- *Description of Problem:* If you think there is an error on your bill describe what you believe is wrong and why you believe it is a mistake.

You must contact us within 60 days after the error appeared on your statement.

You must notify us of any potential errors in writing or by going to www.arvest.com and completing a Dispute Form. You may call us, but if you do we are not required to investigate any potential errors and you may have to pay the amount in question.

While we investigate whether or not there has been an error, the following are true:

- We cannot try to collect the amount in question, or report you as delinquent on that amount.
- The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
- While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
- We can apply any unpaid amount against your credit limit.

What Will Happen After We Receive Your Letter

When we receive your letter, we must do two things:

1. Within 30 days of receiving your letter, we must tell you that we received your letter. We will also tell you if we have already corrected the error.
2. Within 90 days of receiving your letter, we must either correct the error or explain to you why we believe the bill is correct.

Your Rights If You Are Dissatisfied With Your Credit Card Purchase

If you are dissatisfied with the good or services that you have purchased with your credit card, and you have tried in good faith to correct the problem with the merchant, you may have the right not to pay the remaining amount due on the purchase.

To use this right, all of the following must be true:

1. The purchase must have been made in your home state or within 100 miles of your current mailing address, and the purchase price must have been more than \$50. (Note: Neither of these are necessary if your purchase was based on an advertisement we mailed to you, or if we own the company that sold you the goods or services.)
 2. You must have used your credit card for the purchase. Purchases made with cash advances from an ATM or with a check that accesses your credit card account do not qualify.
 3. You must not yet have fully paid for the purchase.
- If all of the criteria above are met and you are still dissatisfied with the purchase, contact us in writing or electronically at:

Arvest Bank
PO Box 6139
Norman, OK 73070
www.arvest.com

While we investigate, the same rules apply to the disputed amount as discussed previously. After we finish our investigation, we will tell you our decision. At that point, if we think you owe an amount and you do not pay we may report you as delinquent.

IF YOUR CARD IS LOST OR STOLEN, PLEASE NOTIFY US AS SOON AS POSSIBLE AT 1-800-356-8085

www.arvest.com

S0208-7208-0320

PLEASE PRINT YOUR NEW ADDRESS, TELEPHONE NUMBER AND/OR EMAIL BELOW:

NAME

ADDRESS

CITY, STATE, ZIP

HOME PHONE NUMBER

BUSINESS PHONE NUMBER

EMAIL



Account Number: XXXX XXXX XXXX 9064

CROSSROADS YOUTH & FAMILY

Statement Closing Date: 04/27/23

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Cardholder Account Summary

Name and Account Number	Credit Limit	Credits	Purchases	Cash Advances	Total Activity
GARY COONER XXXX XXXX XXXX 9114	\$9,000	\$0.00	\$54.60	\$0.00	\$54.60
DARLENE CHATAGNIER XXXX XXXX XXXX 5736	\$7,000	\$0.00	\$379.75	\$0.00	\$379.75
WENDY SWATEK XXXX XXXX XXXX 6870	\$10,000	\$0.00	\$4,340.56	\$0.00	\$4,340.56
TYDREE LEWIS XXXX XXXX XXXX 0639	\$4,500	\$0.00	\$2,854.26	\$0.00	\$2,854.26
CANDUS INGRAM XXXX XXXX XXXX 9046	\$34,000	\$2,234.00	\$7,190.79	\$0.00	\$4,956.79
KAUANOE LABRIE XXXX XXXX XXXX 9053	\$5,000	\$0.00	\$40.00	\$0.00	\$40.00
JENNIFER FOSTER XXXX XXXX XXXX 1793	\$3,000	\$0.00	\$608.38	\$0.00	\$608.38
AMY GREGG XXXX XXXX XXXX 5925	\$1,000	\$0.00	\$64.00	\$0.00	\$64.00
VICTORIA SALINAS XXXX XXXX XXXX 1209	\$500	\$0.00	\$459.78	\$0.00	\$459.78
BRITNI COWLES XXXX XXXX XXXX 4628	\$6,500	\$26.78	\$998.99	\$0.00	\$972.21
MIKE TEMPLETON XXXX XXXX XXXX 4325	\$10,000	\$0.00	\$2,933.05	\$0.00	\$2,933.05
DENISE MCCLURE XXXX XXXX XXXX 3704	\$15,000	\$0.00	\$937.87	\$0.00	\$937.87

Cardholder Account Activity

Name and Account Number	Credit Limit	Credits	Purchases	Cash Advances	Total Activity
GARY COONER XXXX XXXX XXXX 9114	\$9,000	\$0.00	\$54.60	\$0.00	\$54.60
Trans Date	Post Date	Reference Number	Description		Amount
04/03	04/03	24430993093400812097687	MSFT * E0400MNN6L MSBILL.INFO WA		\$54.60
DARLENE CHATAGNIER XXXX XXXX XXXX 5736	\$7,000	\$0.00	\$379.75	\$0.00	\$379.75
Trans Date	Post Date	Reference Number	Description		Amount
04/03	04/04	24015143093083334042939	IDENTOGO - OK FINGERPRINT 877-512-6962 MA		\$54.25
04/03	04/04	24015143093083707940586	IDENTOGO - OK FINGERPRINT 877-512-6962 MA		\$54.25
04/03	04/04	24015143093083756239575	IDENTOGO - OK FINGERPRINT 877-512-6962 MA		\$54.25
04/11	04/12	24015143101083356632823	IDENTOGO - OK FINGERPRINT 877-512-6962 MA		\$54.25
04/12	04/13	24015143102083719509113	IDENTOGO - OK FINGERPRINT 877-512-6962 MA		\$54.25
04/19	04/20	24015143109083712342309	IDENTOGO - OK FINGERPRINT 877-512-6962 MA		\$54.25
04/21	04/24	24015143111083735414883	IDENTOGO - OK FINGERPRINT 877-512-6962 MA		\$54.25
WENDY SWATEK XXXX XXXX XXXX 6870	\$10,000	\$0.00	\$4,340.56	\$0.00	\$4,340.56
Trans Date	Post Date	Reference Number	Description		Amount
04/16	04/17	24692163106105472742773	VBS*VONAGE BUSINESS 866-901-0242 GA		\$4,140.66
04/19	04/20	24011343109000038350352	ZOOM.US 888-799-9666 WWW.ZOOM.US CA		\$199.90
TYDREE LEWIS XXXX XXXX XXXX 0639	\$4,500	\$0.00	\$2,854.26	\$0.00	\$2,854.26
Trans Date	Post Date	Reference Number	Description		Amount
03/31	04/03	24692163090102933305405	SQ *UNLIMITED CONCESSION NORMAN OK		\$5.20
03/31	04/03	24108383091400762000829	O U PARKING NORMAN OK		\$10.00
03/31	04/03	24692163090102916703493	SQ *UNLIMITED CONCESSIONS NORMAN OK		\$10.40
03/31	04/03	24692163090102891356267	SQ *DANS INDIAN TACOS NORMAN OK		\$21.00
03/31	04/03	24492153090741705196121	SQ *UNLIMITED CONCESSION NORMAN OK		\$52.00
04/02	04/03	24445003093400195430126	SAMS CLUB #4761 NORMAN OK		\$233.43
04/01	04/03	24055233091083731567266	WALMART.COM 800-966-6546 AR		\$389.59
04/06	04/07	24204293096002624095077	SUBWAY 48648 140-53296900 OK		\$109.73
04/06	04/07	24445003097400200798810	SAMS CLUB #4761 NORMAN OK		\$117.96
04/10	04/10	24431063100083313541296	AMZN MKTP US*HJ00200F0 AM AMZN.COM/BILL WA		\$10.86
04/10	04/10	24692163100100144616162	AMZN MKTP US*HS0XJ2W01 AMZN.COM/BILL WA		\$45.13
04/08	04/10	24445003099300514629248	WALMART.COM 8009666546 800-966-6546 AR		\$154.16

(transactions continued on next page)

Account Number: XXXX XXXX XXXX 9064
 CROSSROADS YOUTH & FAMILY
 Statement Closing Date: 04/27/23

Cardholder Account Activity cont.

04/10	04/10	24431063100083743099360	AMZN MKTP US*HS0365KK2 AM AMZN.COM/BILL WA	\$176.05
04/11	04/12	24692163101101572625872	PRIME VIDEO *HJ3NT48W0 888-802-3080 WA	\$24.99
04/13	04/14	24455013103141005412631	SAMSLUB #4761 NORMAN OK	\$282.03
04/13	04/14	24692163103102841470841	WALMART.COM 800-966-6546 AR	\$318.99
04/14	04/17	24055233105206688000031	SOONER BOWL / SBCATERING NORMAN OK	\$8.00
04/16	04/17	24692163106104847235647	GOOGLE *YT PRIMETIME G.CO/HELPPAY# CA	\$9.00
04/14	04/17	24492163104000038136533	GRUMBL * NORMAN 180-14101313 UT	\$24.05
04/16	04/17	24492153106868234717986	AMC ONLINE 9640 888-440-4262 KS	\$84.76
04/17	04/18	24692163107106232338141	AMAZON PRIME*HV3115012 AMZN.COM/BILL WA	\$14.99
04/19	04/19	24204293109000016486826	DISNEY PLUS 888-9057888 CA	\$10.99
04/19	04/20	24492153109886609274131	ADOBE *ACROPRO SUBS 408-536-6000 CA	\$19.99
04/20	04/21	24692163110108455181435	WALMART.COM 800-966-6546 AR	\$354.68
04/21	04/24	24692163111109359894114	GOOGLE *YOUTUBE TV G.CO/HELPPAY# CA	\$88.98
04/24	04/26	24445003115300554951361	WALMART.COM 8009666546 800-966-6546 AR	\$277.30

CANDUS INGRAM XXXX XXXX XXXX 9046	Credit Limit \$34,000	Credits \$2,234.00	Purchases \$7,190.79	Cash Advances \$0.00	Total Activity \$4,956.79
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Trans Date	Post Date	Reference Number	Description	Amount
03/27	03/28	24445003086300525703946	FSP*COUNCIL FOR PROFESSIO 800-424-4310 DC	\$425.00
03/29	03/30	24113433089600183627437	THE WEBSTAIRANT STORE INC 717-392-7472 PA	\$48.81
03/29	03/30	24013393088003218549064	CARE COURSES MC LEAN VA	\$57.00
03/29	03/30	24013393088003218549072	CARE COURSES MC LEAN VA	\$57.00
03/30	03/30	24055233089083352033667	WALMART.COM 800-966-6546 AR	\$58.53
03/29	03/30	24055233088083352033668	WALMART.COM 800-966-6546 AR	\$502.41
03/30	03/31	24492163089000041396826	CENTER FOR EARLY CHILD THERMACUBE.CO OK	\$20.00
03/30	03/31	24445003089200132183408	WALMART.COM 8009666546 800-966-6546 AR	\$166.26
04/01	04/03	24692163092104376417737	LA QUINTA INN & SUITES BROKEN ARROW OK 03/30/23 008998	\$391.22
04/03	04/04	24492163093000042154913	CENTER FOR EARLY CHILD THERMACUBE.CO OK	\$20.00
04/06	04/07	24013393096000644661117	CARE COURSES MC LEAN VA	\$120.00
04/07	04/10	24445003098100364555654	WALMART.COM 8009666546 800-966-6546 AR	\$16.44
04/08	04/10	24445003098200161184144	WALMART.COM 8009666546 800-966-6546 AR	\$46.08
04/07	04/10	24492163097000045697914	HIGHSCOPE WWW.HIGHSCOPE MI	\$2,234.00
04/10	04/11	24445003100300542361019	WALMART.COM 8009666546 800-966-6546 AR	\$311.42
04/11	04/12	24013393101001173296906	CARE COURSES MC LEAN VA	\$117.00
04/11	04/12	24492163101000045186821	TEACHSTONE TRAINING WWW.TEACHSTON VA	\$125.00
04/12	04/13	24755423103121035753509	LOVING GUIDANCE LLC 407-3660233 IL	\$27.00
04/12	04/13	24755423103121035753517	LOVING GUIDANCE LLC 407-3660233 IL	\$27.00
04/12	04/13	24492163102000027367406	SP INSECT LORE HTTPSWWW.INSE CA	\$220.06
04/16	04/17	24692163106105358327723	WALMART.COM 800-966-6546 AR	\$5.23
04/16	04/17	24692163106105358538741	WALMART.COM 800-966-6546 AR	\$61.60
04/12	04/17	24492153104852359751782	DK OUTLET 888-685-9236 IL	\$407.75
04/17	04/18	24692163107105946356217	WALMART.COM 800-966-6546 AR	\$22.76
04/18	04/19	24943003109634001126671	AMERICAN AIR0012387235900 FORT WORTH TX CONDRAV/LEANNE 05/09/23 OKC DFW DTW DFW	\$476.40
04/18	04/19	24943003109634001126697	AMERICAN AIR0012387235898 FORT WORTH TX BOSTICK/JUANITA 05/09/23 OKC DFW DTW DFW	\$476.40
04/18	04/19	24943003109634001126705	AMERICAN AIR0012387235899 FORT WORTH TX BROCKER/BRANDI 05/09/23 OKC DFW DTW DFW	\$476.40
04/18	04/21	24492153110852613646952	DK OUTLET 888-685-9236 IL	\$216.07
04/21	04/24	24492163112000006912154	HIGHSCOPE WWW.HIGHSCOPE MI	-\$2,234.00
04/21	04/24	24692163111109395455540	WALMART.COM 800-966-6546 AR	\$13.20
04/22	04/24	242316831113091000116266	TACO BUENO #3064 NORMAN OK	\$44.75

KAUANOE LABRIE XXXX XXXX XXXX 9053	Credit Limit \$5,000	Credits \$0.00	Purchases \$40.00	Cash Advances \$0.00	Total Activity \$40.00
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Trans Date	Post Date	Reference Number	Description	Amount
03/27	03/28	24492163086000042341238	CENTER FOR EARLY CHILD THERMACUBE.CO OK	\$40.00

JENNIFER FOSTER XXXX XXXX XXXX 1793	Credit Limit \$3,000	Credits \$0.00	Purchases \$608.38	Cash Advances \$0.00	Total Activity \$608.38
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Trans Date	Post Date	Reference Number	Description	Amount
03/26	03/28	24943003086400299000011	PIZZA HUT 029457 NORMAN OK	\$76.00
04/04	04/05	24431063094083318821261	AMAZON.COM*HY69Y6W42 AMZN AMZN.COM/BILL WA	\$43.17
04/04	04/05	24431063094083701078545	AMAZON.COM*HS9US8VY0 AMZN AMZN.COM/BILL WA	\$346.38
04/19	04/20	24692163109107845579566	AMZN MKTP US*HV4OP0551 AMZN.COM/BILL WA	\$97.83
04/23	04/25	24943003114400294000020	PIZZA HUT 029457 NORMAN OK	\$45.00

(transactions continued on next page)



Account Number: XXXX XXXX XXXX 9064
 CROSSROADS YOUTH & FAMILY
 Statement Closing Date: 04/27/23

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Cardholder Account Activity cont.

Trans Date		Post Date	Reference Number	Description	Amount
AMY GREGG					
XXXX XXXX XXXX 5925			Credit Limit	Credits	Purchases
			\$1,000	\$0.00	\$64.00
				Cash Advances	\$0.00
					Total Activity
					\$64.00
VICTORIA SALINAS					
XXXX XXXX XXXX 1209			Credit Limit	Credits	Purchases
			\$500	\$0.00	\$459.78
				Cash Advances	\$0.00
					Total Activity
					\$459.78
BRITNI COWLES					
XXXX XXXX XXXX 4628			Credit Limit	Credits	Purchases
			\$6,500	\$26.78	\$998.99
				Cash Advances	\$0.00
					Total Activity
					\$972.21
MIKE TEMPLETON					
XXXX XXXX XXXX 4325			Credit Limit	Credits	Purchases
			\$10,000	\$0.00	\$2,933.05
				Cash Advances	\$0.00
					Total Activity
					\$2,933.05
DENISE MCCLURE					
XXXX XXXX XXXX 3704			Credit Limit	Credits	Purchases
			\$15,000	\$0.00	\$937.87
				Cash Advances	\$0.00
					Total Activity
					\$937.87

Account Number: XXXX XXXX XXXX 9064
CROSSROADS YOUTH & FAMILY
Statement Closing Date: 04/27/23

HEAD START/ EARLY HEAD START DIRECTOR'S REPORT

May 2023

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

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

No major facility issues at this time

Bethel Head Start

No major facility issues at this time.

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
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
No major facility issues at this time

Comanche 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
No major facility issues at this time.

Summit Ridge Head Start
No major facility issues at this time

Lincoln County

Agra
No major facility issues

Davenport
No major facility issues at this time

Stroud
No major facility issues at this time.

Prague
Alterations are completed, work still needs to be completed on the playground,
We are awaiting and Occupancy Permit. We should be ready to open in August.

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

Location (Site)	Date	Ident Ty	Describe Cause of Injury	Injury
Report: Accident Report for Policy Council				
Baby Steps EHS	5/11/23	Minor	Child bite	Child bite while playing
Baby Steps EHS	5/11/23	Minor	Child bite	Child bite
Baby Steps EHS	5/12/23	Minor	Child Bite	Child Bite
Beginnings Academy EHS	5/02/23	Minor	Hit by toy	Bruise, swollen area below L eye
Beginnings Academy EHS	5/05/23	Minor	Fell backwards placing chair, hit lip	Skin discoloration lip
Beginnings Academy EHS	5/10/23	Minor	Bitten by other child	Child bite L arm
Beginnings Academy EHS	5/11/23	Minor	Bitten by other child	Child bite L arm
Beginnings Academy EHS	5/18/23	Minor	Fell, hit forehead on door	Scrape, reddened R side forehead
Beginnings Academy EHS	5/25/23	Minor	Pulling up, pulled bucket on head	Swollen R eye area
Beginnings Academy HS	5/09/23	Minor	Other child scratched	Scrape on L face
Beginnings Academy HS	5/09/23	Minor	Running playground, tripped, fell	Scrape L lower leg
Beginnings Academy HS	5/11/23	Minor	Hit by other child in face	No visible injury
Beginnings Academy HS	5/17/23	Minor	Hit by swing	Swollen area R side head
Beginnings Academy HS	5/17/23	Minor	Pushed by other child, fell	Scratch on nose
Beginnings Academy HS	5/23/23	Minor	Other child bumped with their cot	Scrape L cheek
Bethel Acres EHS	5/02/23	Minor	fell and hit his lip	fell and hit his lip
Bethel Acres EHS	5/04/23	Minor	fell	fell
Bethel Acres EHS	5/10/23	Minor	child bite	child bite
Bethel Acres EHS	5/18/23	Minor	another child hit him with a toy	another child hit him with toy
Bethel Acres HS	5/11/23	Minor	another child throw a frisby and hit her	another child throw a frisby and hit her
Children's Chateau EHS	5/04/23	Minor	Jumped on toy, fell	Red mark R cheek, forehead
Children's Chateau EHS	5/08/23	Minor	Scrape on R side neck noted after nap	Scrape R side neck
Children's Chateau EHS	5/16/23	Minor	Other child scratched running & playing	Scratch R upper cheek
Children's Chateau EHS	5/18/23	Minor	Bitten by other child	Child bite R wrist

Location (Site)	Date	Incident Ty	Describe Cause of Injury	Injury
Children's Chateau EHS	5/18/23	Minor	Running outside, fell	Scrape R knee
CSBI EHS	5/02/23	Minor	Scatched by peer	Scatched by peer
CSBI EHS	5/08/23	Minor	Lost balance and fel, bit tounge	Lost her balance and fell, bumping her chin
CSBI EHS	5/23/23	Minor	Lost balance and bumped head	Lost balance and fell
CSBI HS	5/05/23	Minor	Hit on the eye while playing	Hit on the ye while playing
CSBI HS	5/08/23	Minor	Slipped off toy and bumped head/elbow	Slipped off toy and bumped head/elbow
CSBI HS	5/09/23	Minor	Ran into	Runnin and ran into a tree branch
CSBI HS	5/10/23	Minor	Hit by a chair that has tossed by friend	Hit by a chair
CSBI HS	5/17/23	Minor	He had rubberbands on his wrist, left mark	He had rubberbands on his wrist, left mark
CSBI HS	5/17/23	Minor	Fighting with peer	Fighting with peer
Education Engine EHS	5/05/23	Minor	Other child scratched	Cut above upper lip
Education Engine EHS	5/05/23	Minor	Tripped, fell onto Lego toys	Cut on lower lip
Education Engine EHS	5/23/23	Minor	Bitten by other child	Child bite
Education Engine HS	5/22/23	Minor	Holding hands line playground, pulled into pole	Swollen area L cheek
Learning Tree EHS	5/01/23	Minor	child biye	child bite
Learning Tree EHS	5/01/23	Minor	unning and fell, no marks but says it hurts	running and fell, no marks but says it hurts
Learning Tree EHS	5/02/23	Minor	fell & hit face on turf	fell & hit face on turf
Learning Tree EHS	5/02/23	Minor	fell while walking	fell while walking
Learning Tree EHS	5/03/23	Minor	child bite	child bite
Learning Tree EHS	5/08/23	Minor	child bite	child bite
Learning Tree EHS	5/09/23	Minor	ran into another child	ran into another child
Learning Tree EHS	5/12/23	Minor	playing and fell and hit his head	playing and fell and hit his head
Learning Tree EHS	5/16/23	Minor	child bite	child biye
Learning Tree EHS	5/17/23	Minor	fell	fell & hit back of head

Location (Site)	Date	Incident Ty	Describe Cause of Injury	Injury
Learning Tree EHS	5/18/23	Minor	child bite	child bite
Learning Tree EHS	5/18/23	Major	fell on slide and hit head	fell on slide and hit head
Learning Tree EHS	5/22/23	Minor	child bite	child bite
Learning Tree EHS	5/30/23	Minor	child bite	child biye
Learning Tree EHS	5/30/23	Minor	servng himself food and burnt his leg	servng himself food and burnt his leg
Learning Tree EHS	5/30/23	Minor	bite	child bite
Learning Tree EHS	5/30/23	Minor	child bite	child bite
Learning Tree EHS	5/31/23	Minor	child bite	child bite
Main Street EHS	5/03/23	Minor	Getting a chair down and bumped herself in the mou	Hit herself in the mouth with a chair
Main Street EHS	5/04/23	Minor	He was running for a ball and tripped, hit the she	Running, tripp and fall
Main Street EHS	5/11/23	Minor	Fell over and bumped head	Fell backward and bumped head
Main Street EHS	5/11/23	Minor	Hit head on chair	Hit her head on the chair while at the table
Main Street EHS	5/16/23	Minor	Bumped eye in chair	Bumped eye on a chair.
Main Street EHS	5/24/23	Minor	Tripped and fell on playground	Trip and fall
Main Street EHS	5/25/23	Minor	Peer closed door on his arm	Arm closed in door
Moore EHS	5/05/23	Minor	Child bite, while playing with bubbles	Child bite
Moore EHS	5/24/23	Minor	Child Bite	Child Bite
Moore HS	5/01/23	Minor	Running and fell	Running and fell
Moore HS	5/01/23	Minor	Scratched by friend	Scratched by friend
Moore HS	5/15/23	Minor	Dancing and hurt hand	Dancing and hurt hand
Neighborhood EHS	5/01/23	Minor	stood up and hit his face	stood up and hit his face
Neighborhood EHS	5/04/23	Minor	hit his head	hit his head
Neighborhood EHS	5/05/23	Minor	fell and hit his face	fell and hit his face
Neighborhood EHS	5/11/23	Minor	fell	fell

Location (Site)	Date	Ident Ty	Describe Cause of Injury	Injury
Neighborhood EHS	5/12/23	Minor	fell	fell
Noble EHS	5/19/23	Minor	Bumped nose on table while crawling	Bumped head while crawling
Noble EHS	5/23/23	Minor	Child bite	Child bite
Noble HS	5/05/23	Minor	Scrapped leg on play equipment	Scrapped leg on play equipment
Noble HS	5/05/23	Minor	Stuck a bead up his nose	Stuck a bead up his nose
Noble HS	5/08/23	Minor	Scraped back on the underside of the table	Scraped back on the underside of the table.
Seminole EHS	5/01/23	Minor	Child hit a friend, friend responded by biting	child bite
Seminole EHS	5/02/23	Minor	Picked up another kids pacifier, kid bit her arm	child bite
Seminole EHS	5/03/23	Minor	Running, fell & hit back of head on shelf	Bump on back of head
Seminole EHS	5/05/23	Minor	Child sitting next to John at table bit his arm	Child bite
Seminole EHS	5/15/23	Minor	Child had tummy time, other kid bit on her back	child bite
Seminole EHS	5/15/23	Minor	Tried to sit on top of another kid, child bit.	child bite
Seminole EHS	5/15/23	Minor	Hit another child, child bit his wrist in return	child bite
Seminole EHS	5/15/23	Minor	Tried to sit on top of another kid, child bit.	child bite
Seminole EHS	5/30/23	Minor	Flipped rocking toy and hit head on sidewalk	Bruise, bump
Seminole HS	5/03/23	Minor	Running, fell & hit back of head on shelf	Bump on back of head
Seminole HS	5/03/23	Minor	Another child hit his lip outside	busted lip
Seminole HS	5/09/23	Minor	Child threw toy at her private area	toy thrown at private area
Summit Ridge EHS	5/01/23	Minor	Hit by thrown toy	Skin discoloration
Summit Ridge EHS	5/02/23	Minor	Hit by thrown tambourine	Scrape above R eye
Summit Ridge EHS	5/21/23	Minor	Fighting over toy with other child	Scratch L cheek
Summit Ridge EHS	5/21/23	Minor	Fighting over toy with other child	Scratch L cheek, neck, shoulder
Summit Ridge HS	5/16/23	Minor	Ch flipped table/tchr scraped turning back over	Scrape R leg
Summit Ridge HS	5/17/23	Minor	Hit by toy	Reddened tip of nose

6/5/2023
8:36 AM

1083 - Accident Report for Policy Council

5 of 5
TabathaR

Location (Site)	Date	Ident Ty	Describe Cause of Injury	Injury
Summit Ridge HS	5/18/23	Minor	Bitten by other child	Child bite R wrist
Tecumseh HS	5/05/23	Minor	fell and scrapped knee	fell and scrapped knee
Tecumseh HS	5/12/23	Minor	scratched by another child	scratched by another child
Tecumseh HS	5/18/23	Minor	another child hit him with a toy	another child hit him with toy
Tecumseh HS	5/18/23	Minor	scraped back	playing on slide and scraped back on steps
Union Street EHS	5/05/23	Minor	fell and hit chin on table	fell and hit chin on table
Union Street HS	5/01/23	Minor	unning and fell, no marks but says it hurts	running and fell, no marks but says it hurts
Union Street HS	5/03/23	Minor	slipped off a toy and hit his eye	slipped off a toy and hit his eye
Union Street HS	5/03/23	Minor	fell from slide and cut knee	fell from slide and cut knee
Union Street HS	5/09/23	Minor	ran into another child	ran into another child
Union Street HS	5/09/23	Minor	ran into another child	ran into another child

Crossroads Head Start/Early Head Start
 Volunteer InKind Report
 April 2023

Location	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Total	Annual Goal	% Achieved
Early Head Start															
Baby Steps EHS	1,055.64	1,449.19	2,004.79										4,509.62	8,889.60	50.7%
Beginnings Academy EHS	1,092.68	500.04	1,160.65										2,773.37	13,334.40	20.8%
Bethel EHS	864.33	430.59	564.86										1,879.78	4,444.80	42.3%
Children's Chateau	1,930.71	2,189.99	2,606.69										6,727.39	17,779.20	37.8%
CSBI EHS	2,154.32	1,802.55	2,728.91										6,685.78	13,334.40	50.1%
Education Engine EHS	1,926.08	1,981.64	2,866.48										6,774.20	13,334.40	46.5%
First Start EHS	347.25	1,555.68	2,064.98										3,967.91	17,779.20	22.3%
Learning Tree EHS	2,430.75	3,421.57	2,561.13										8,413.45	26,666.80	31.5%
Main Street EHS	2,000.16	2,463.16	2,333.52										6,796.84	17,779.20	38.2%
Moore EHS	1,379.74	1,578.83	921.37										3,879.94	8,889.60	43.6%
Neighborhood EHS	687.98	754.69	592.64										2,035.31	4,444.80	45.8%
Noble EHS	777.84	1,013.97	1,162.13										2,953.94	4,444.80	66.5%
Seminole EHS	1,480.86	1,819.59	1,722.36										5,032.81	17,779.20	28.3%
Summit Ridge EHS	458.37	879.70	412.07										1,750.14	8,889.60	19.7%
Treasured Moments	805.62	703.76	342.62										1,852.00	4,444.80	41.7%
Union Street EHS	1,000.08	1,476.97	1,273.25										4,750.30	4,444.80	107.1%
Sub Total	20,422.41	24,021.92	24,768.45										65,462.48	186,681.60	35.1%
Head Start															
Beginnings Academy HS	2,139.06	2,713.18	2,063.50										6,935.74	37,780.80	18.4%
Bethel HS	2,481.68	2,115.91	953.78										5,551.37	9,445.20	58.8%
CSBI HS	3,301.19	4,537.40	4,796.68										12,635.27	13,890.40	66.9%
Education Engine HS	5,388.58	7,079.27	4,273.45										16,751.34	56,671.20	29.6%
Learning Tree HS	1,078.60	1,087.29	1,069.53										3,175.42	9,445.20	33.6%
Little Axe														9,445.20	0.0%
Main Street HS	958.41	935.26	1,189.91										3,083.58	19,890.40	16.3%
Maud	1,842.74	1,615.87	1,106.57										4,565.18	9,445.20	48.3%
Moore HS	3,416.94	6,537.56	4,620.74										14,575.24	37,780.80	38.6%
Neighborhood HS	1,208.43	745.43	1,430.67										3,384.53	9,445.20	35.8%
Noble HS	2,074.24	3,063.58	2,805.78										7,963.60	9,445.20	84.3%
St Stephens														18,890.40	0.0%
Summit Ridge HS	3,643.81	4,597.59	2,652.99										10,894.39	18,890.40	57.7%
Tecumseh	3,319.71	3,287.30	3,708.63										10,315.64	18,890.40	54.6%
Union Street HS	463.00	328.73	412.07										1,203.80	47,226.00	2.5%
Sub Total	31,266.39	38,664.37	31,104.34										101,035.10	330,582.00	30.6%
Policy Council															
Total OverAll	51,688.80	62,686.29	55,872.79										166,497.58	517,263.60	32.2%

Crossroads Head Start/Early Head Start
 Volunteer InKind Report
 Lincoln County
 April 2023

Location	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Total	Annual Goal	% Achieved
Early Head Start															
Seminole EHS	-	509.30	638.94										1,148.24	4,444.80	25.8%
SubTotal	-	509.30	638.94										1,148.24	4,444.80	25.8%
Head Start															
Agri	1,167.48	1,776.64	1,736.97				37.04	347.25	664.86	972.30	833.40	1,111.47	8,549.41	8,761.80	97.6%
Davenport	2,217.77	2,240.92	5,660.40				55.56	717.65	1,912.19	1,764.03	476.89	2,051.09	17,096.50	17,523.60	97.6%
Prague	240.76	762.85	768.58				250.02	176.68	1,113.78	1,138.98	250.02	527.82	5,229.29	8,761.80	59.7%
Seminole HS	7,107.05	5,671.75	2,051.09				899.13	2,703.92	6,573.92	6,593.12	2,245.55	6,403.29	40,248.82	17,523.60	229.7%
Stroud	968.41	1,365.85	1,338.07				206.74	763.95	637.08	2,185.36	1,045.02	892.84	8,993.12	8,761.80	102.6%
SubTotal	11,697.47	17,819.81	11,955.11				1,448.49	4,709.45	10,701.83	12,653.79	4,850.88	10,686.31	80,117.14	61,332.60	130.6%
Total OverAll	11,697.47	12,329.11	12,194.05				1,448.49	4,709.45	10,701.83	12,653.79	4,850.88	10,686.31	81,265.38	65,777.40	123.5%

6/5/2023
9:57 AM

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Crossroads HS/EHS

2301 - Average Daily Attendance

Agency: Crossroads HS/EHS, Enrollment Status: Enrolled Attendance Date: 5/1/2023 - 5/31/2023

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	36	2	0	20.00 (avg)	1.80	8	22.50%	1.90	94.74%
Beginnings Academy EHS	286	49	0	21.00 (avg)	13.62	24	56.75%	15.95	85.37%
Beginnings Academy HS	283	36	0	18.67 (avg)	15.20	51	29.73%	17.14	88.71%
Bethel Acres EHS	136	32	0	21.00 (avg)	6.48	8	80.95%	8.00	80.95%
Bethel Acres HS	17	0	0	17.00 (avg)	1.00	17	5.88%	1.00	100.00%
Children's Chateau EHS	451	116	0	21.00 (avg)	21.48	32	67.11%	27.00	79.54%
CSBI EHS	261	33	0	21.00 (avg)	12.43	16	77.68%	14.00	88.78%
CSBI HS	90	12	0	19.00 (avg)	4.74	17	27.86%	5.37	88.24%
Education Engine EHS	369	72	0	21.00 (avg)	17.56	24	73.21%	21.00	83.67%
Education Engine HS	241	41	0	17.00 (avg)	14.17	85	16.68%	16.59	85.46%
First Start EHS	324	96	0	21.00 (avg)	15.43	32	48.21%	20.00	77.14%
Learning Tree EHS	629	85	0	21.00 (avg)	29.95	36	83.20%	34.00	88.10%
Learning Tree HS	150	20	0	17.00 (avg)	8.82	17	51.90%	10.00	88.24%
Main Street EHS	312	28	0	21.00 (avg)	14.85	16	92.86%	16.20	91.76%
Main Street HS	69	1	70	14.00 (avg)	4.93	34	14.50%	5.00	98.57%
Moore EHS	131	21	0	21.00 (avg)	6.24	8	77.98%	7.24	86.18%
Moore HS	153	18	0	18.00 (avg)	8.32	34	25.00%	9.32	89.47%
Neighborhood EHS	136	32	0	21.00 (avg)	6.48	8	80.95%	8.00	80.95%
Neighborhood HS	29	5	0	17.00 (avg)	1.71	17	10.03%	2.00	85.29%
Noble EHS	130	12	0	20.00 (avg)	6.50	8	81.25%	7.10	91.55%
Noble HS	45	3	0	16.00 (avg)	2.81	17	16.54%	3.00	93.75%
Seminole EHS	510	76	0	22.00 (avg)	23.18	32	72.44%	26.64	87.03%
Summit Ridge EHS	277	38	0	21.00 (avg)	13.19	16	82.44%	15.00	87.94%
Summit Ridge HS	302	78	0	19.00 (avg)	15.90	34	46.75%	20.00	79.47%
Tecumseh HS	13	4	0	17.00 (avg)	0.76	17	4.50%	1.00	76.47%
Union Street EHS	157	20	0	18.00 (avg)	7.97	16	54.51%	9.00	88.70%
Union Street HS	339	69	0	18.33 (avg)	17.91	51	36.26%	21.58	83.09%
Crossroads HS/EHS	5,876	999	70	19.54 (avg)	293.43	675	46.09%	343.03	85.47%
Report Totals	5,876	999	70	19.54 (avg)	293.43	675	46.09%	343.03	85.47%

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), Left Early(LE)
6. Statuses counted as Absent: Absent(A), Excused(E), Unexcused(U)
7. Statuses counted as Neither: Not Scheduled (N)

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

MONTH: MAY 2023

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 HS	18	17	17	17	119	105	74
Chandler	0	0	0	0	0	0	0
HS	0	0	0	0	0	0	0
EHS	0	0	0	0	0	0	0
Davenport HS	18	31	31	31	345	338	269
Prague	17	17	17	17	100	113	109
HS	18	17	17	17	100	113	109
EHS	0	0	0	0	0	0	0
Seminole	42	42	42	42	497	482	452
HS	18	34	34	34	392	382	360
EHS	18	8	8	8	105	100	92
Stroud HS	18	17	17	17	182	176	157
Wewoka EHS	0	0	0	0	0	0	0
TOTALS		124	124	124	1243	1214	1061

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: MAY

	# MEALS SERVED TO PROGRAM ADULTS		
	Breakfast	1st Lunch	PM Supp
Lin/Sem HS	195	192	99
Lin/Sem EHS	40	40	40
TOTALS	235	232	139

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

MONTH: MAY 2023

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
Baby Steps EHS	21	8	8	8	120	125	110
Beginnings Academy							
HS	21	51	51	51	679	706	672
EHS	21	20	20	20	255	301	298
Bethel Acres							
HS	21	17	17	17	219	225	218
EHS	21	8	8	8	94	92	88
Children's Chateau	21	30	30	30	405	408	398
CSBI							
HS	21	32	32	32	276	288	251
EHS	21	16	16	16	229	246	221
Education Engine							
HS	21	81	81	81	936	968	398
EHS	21	23	23	23	361	369	341
First Start EHS	21	23	23	23	346	333	311
Learning Tree							
HS	21	17	17	17	226	241	237
EHS	21	36	36	36	583	631	621
Little Axe HS	0		0	0	0	0	0
Main St Head Start							
HS	21	27	27	27	172	172	102
EHS	21	16	16	16	296	310	294
Maud HS	21	13	13	13	64	55	14
Moore Extend Day Hd Strt							
HS	21	35	35	35	519	524	197
EHS	21	8	8	8	126	128	106
Neighborhood Hd Strt							
HS	21	16	16	16	183	180	175
EHS	21	8	8	8	105	133	120
Noble Hd Strt							
HS	21	17	17	17	241	228	204
EHS	21	8	8	8	117	123	103
Seminole ELC	21	36	36	36	492	491	443
St Stephens HS	0	0	0	0	0	0	0
Summit Ridge Head Start							
HS	21	33	33	33	476	448	250
EHS	21	16	16	16	285	284	268

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

AGENCY WIDE

MONTH: MAY

	# MEALS SERVED TO PROGRAM ADULTS			
	Breakfast	1st Lunch	PM Supp	
Cleveland HS	165	165	140	
Cleveland EHS	286	285	285	
Comanche HS	342	352	300	
Comanche EHS	613	615	612	
Pott HS	307	325	306	
Pott EHS	333	331	330	
Seminole EHS	163	163	163	
Totals	2209	2236	2136	

Tecumseh HS	21	32	32	32	363	385	304
Treasured Moments HS	0	0	0	0	0	0	0
Crossroads Union St HS							
HS	21	49	49	49	654	686	462
EHS	21	11	11	11	172	173	171
TOTALS					8994	9253	7377

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: _____

Crossroads Youth & Family Services, Inc.				
Counseling & Emergency Shelter Statistical Summary				
FY 2022 / 2023				
	Month: May 2023	YTD Totals	FY22 Goal	% reached
Counseling Services: (TXIX & SS ONLY)				
# of Counseling Referrals	8	46	100	46%
# of Counseling Assessments (BHOP)	2	36	75	48%
# of Assessment (BHOP) Hours*	3.5	47.91	150	32%
# of Initial Treatment Plans	1	19	55	35%
# of Initial Treatment Plan Hours	1	15.26	55	28%
# of Treatment Plan Reviews	6	58		
# of Treatment Plan Review Hours	1.1	17.64		
# of Treatment Plan Modifications	0	0		
Client Age at Intake				
0-5 years	0	0		
6-10 years	2	15		
11-14 years	0	11		
15-17 years	0	10		
18+ years	0	0		
# of Client Intakes by Community				
Moore	0	1		
Lexington	0	0		
Little Axe	0	0		
Noble	0	1		
Norman	2	34		
Newalla	0	0		
Other	0	0		
Monthly Case Count				
# of Clients Carried Forward (from previous month)	48	N/A		
# of New Clients	3	33		
# of Cases Closed	1	18		
Total # of Clients Served	51	78	130	60%
*Includes Face-to-Face and Non Face-to-Face Hours			FY22 Goal	% reached
# of Individual Sessions	154	1458	2000	73%
# of Individual Therapy Hours	140.62	1331.88	1850	72%
# of Families Served in Family Sessions	7	82	75	109%
# of Family Therapy Hours	4.18	32.89	65	51%
Emergency Crisis Counseling Hours	0	0		
Case Management Sessions	0	0		
# of Transfer Clients within Agency	0	1		
# of Clients Transferred out of Agency	0	0		
Counseling Services: (CARS)			FY22 Goal	% reached
# of Referrals	3	46	45	102%

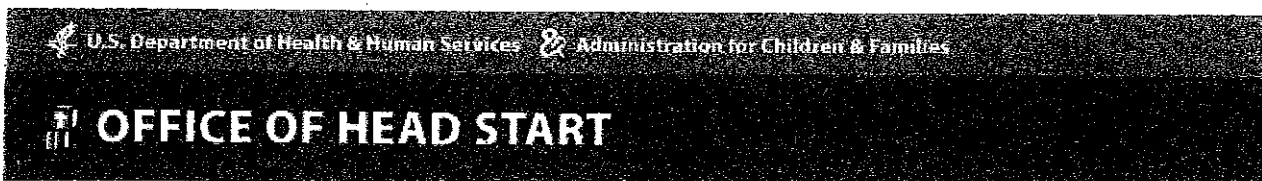
# of Assessments	5	44	45	98%
# of Assessment Hours	11	122	85	144%
# of Initial Treatment Plans	5	31	30	103%
# of Initial Treatment Plan Hours	7	46	45	102%
# of Treatment Plan Reviews	5	27		
# of Treatment Plan Review Hours	5	26.5		
# of Treatment Plan Modifications	0	0		
Client Age at Intake				
0-5 years	0	0		
6-10 years	1	1		
11-14 years	1	11		
15-17 years	3	31		
18+ years	0	1		
# of Client Intakes by Community				
Moore	0	1		
Lexington	0	0		
Little Axe	0	0		
Noble	1	4		
Norman	4	34		
Newalla	0	1		
Other	0	4		
Monthly Case Count				
# of Clients Carried Forward (from previous month)	20	N/A		
# of New Clients	2	33		
# of Cases Closed	1	27		
Total # of Clients Served	22	51	60	85%
Counseling Services Provided: (CARS)			FY22 Goal	% reached
# of Individual Sessions	43	434	300	145%
# of Individual Therapy Hours	36.75	386.25	275	140%
# of Families Served: (In Family Sessions)	5	70	50	140%
# of Family Therapy Hours	7.5	69.75	40	174%
Emergency Crisis Counseling Hours	0	0		
# of Community-Based Prevention Groups	0	0		
Psychoeducational Groups: (CARS)			FY22 Goal	% reached
# of Group Rehab Hours	0	0		
# of Group Therapy Hours	4.5	24		
# of New Participants in Group Therapy	0	6		
Teens and Parents in Partnership (TAPP)			FY22 Goal	% reached
# of TAPP Referrals	0	26	30	87%
# of Enrollments (Intakes)	0	20	25	80%
Total # of Groups Completed	0	7	12	58%
Total # of Participants Completed	0	46	50	92%
Total # of Groups Currently in Progress	0	0		
Total # of Participants Currently in Progress	0	0		

Total # of Participants Referred to CYFS Counseling	0	2		
Total # of Participants Referred to Another Agency	0	0		
Truancy			FY22 Goal	% reached
# of Truancy Referrals	0	4	7	57%
# of Enrollments (Intakes)	0	5	5	100%
Total # of Groups Completed	0	3	3	100%
Total # of Participants Completed	0	7	5	140%
Total # of Groups Currently in Progress	0	1		
Total # of Participants Currently in Progress	0	3		
Total # of Participants Referred to CYFS Counseling	0	0		
Total # of Participants Referred to Another Agency	0	0		
Psychoeducational Groups: (TXIX & SS ONLY)			FY22 Goal	% reached
# of New Clients Served: Shelter Group Rehab	0	36	45	80%
# of Shelter Group Rehab Hours	8	72.75	90	81%
# of DID Classes	2	19	22	86%
# of DID Participants	7	66	200	33%
# of Community-Based Prevention Groups	0	350	250	140%
# of New Clients Served: Community-Based Prevention Groups	0	225	200	113%
Emergency Shelter Services:			FY22 Goal	% reached
# of Shelter Intakes	0	29	50	58%
# of Total Carryovers	6	18		
# of Total Kids Served	6	38	60	63%
# of Total Shelter Care Days	185	1943	1825	106%
# of Kids Attending School	6	35	50	70%
# of Total School Hours	100	855		
# of Kids in Shelter Past 30 Days	5	8		
# of Outings	14	162		
# of Incident Reports	3	28		
# of Grievances	0	0		
# of Structured Recreation Hours	22	286.5	260	110%
# of Resident Intakes by Community/County				
McClain County	0	0		
Oklahoma County	0	5		
Canadian County	0	0		
Mayes County	0	0		
Seminole County	0	0		
Osage County	0	0		
Pottawattamie County	0	2		
Cleveland County	0	12		
Tulsa County	0	1		
Major County	0	0		
Bryan County	0	0		
Comanche County	0	1		
Logan County	0	0		

Wagnor County	0	0		
Pushmataha County	0	0		
Blaine County	0	0		
Woodward County	0	0		
Custer County	0	2		
Garfield County	0	0		
Muskogee County	0	0		
Grady County	0	0		
Carter County	0	1		
Sequoyah County	0	0		
Rogers County	0	1		
Ottowa County	0	1		
Johnston County	0	2		

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ACF Administration for Children and Families	U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES	
	1. Log No. ACF-IM-HS-23-02	2. Issuance Date: 05/23/2023
	3. Originating Office: Office of Head Start	
	4. Key Words: Head Start; Eligibility; TANF; Tribal; AIAN; American Indian Alaska Native; Public Assistance	

INFORMATION MEMORANDUM

TO: American Indian and Alaska Native Head Start Agencies

Subject: American Indian and Alaska Native (AIAN) Head Start Eligibility Through Tribal TANF

Information:

The Office of Head Start (OHS) administers AIAN Head Start programs in partnership with Tribes. Through a nation-to-nation relationship, OHS regularly engages with Tribes to understand the special circumstances of AIAN Head Start programs and to support Tribal sovereignty. Through regular consultation, Tribal leaders and Tribal Head Start program administrators have indicated that Tribes should exercise appropriate discretion in determining which children should be eligible and prioritized for Head Start services. OHS affirms that Tribes — to the maximum extent possible under the Head Start Act — should determine eligibility for Head Start and which children would most benefit from Head Start services. This information memorandum (IM) explains how AIAN programs can maximize the use of an existing eligibility criterion to enroll additional Tribal children, which expands tribal control and decision making in determining which children to serve in Head Start.

Specifically, this IM reminds AIAN Head Start programs that if families are eligible for benefits and services funded by tribal TANF, then they also meet categorical eligibility requirements for Head Start. Congress established Head Start eligibility criteria in Section 645(a)(1)(B)(i) of the Head Start Act to include families with incomes at or below the federal poverty level and families eligible for public assistance. Families eligible for public assistance are categorically eligible for Head Start services. Categorical eligibility allowances consider family circumstances rather than income to determine eligibility for Head Start. Children experiencing homelessness, children in foster care, and families who receive, or are eligible to receive, public assistance in the form of Supplemental Security Income, Supplemental Nutrition Assistance Program, and TANF are eligible for Head Start services solely on the basis of these circumstances. While the guidance in this IM does not create new policy, OHS believes prior guidance issued on TANF eligibility has not explicitly addressed tribal TANF benefits and services in addition to cash assistance as a means for Head Start eligibility.

As Tribal governments have flexibility in establishing tribal TANF eligibility and because they administer AIAN Head Start programs, they are uniquely positioned to leverage TANF as a means for categorical eligibility under public assistance. The Administration for Children and Families (ACF) reminds tribes administering tribal TANF and AIAN Head Start they have the ability to identify tribal members and other individuals who are eligible for tribal TANF (including all TANF benefits and services, not just cash assistance) as being eligible for AIAN Head Start program enrollment. Note that this approach does not guarantee a tribal TANF participant's enrollment in a Head Start program, as programs must adhere to their recruitment and selection criteria to ensure they prioritize enrollment for those who may benefit most from Head Start services.

Overview of AIAN Head Start Eligibility and the Need for Policy Guidance

AIAN Head Start programs are operated by tribal governments, tribal colleges, or tribal agencies. The eligible population for Head Start includes pregnant women^[1] and families with a child from birth through age 5. The Head Start Act allows up to 49% of an AIAN Head Start program's enrollment to be comprised of enrollees in the over-income eligibility criterion if 1) all eligible pregnant women or children who wish to be enrolled from Indian and non-Indian families living within the approved service area are served, and 2) the tribe has resources within its grant to enroll pregnant women or children whose family incomes exceed low-income guidelines or who are not otherwise eligible. A minimum of 51% of the AIAN program enrollment must be comprised of income-eligible families, children experiencing homelessness, children in foster care, or families who receive, or are eligible to receive, public assistance. Families who receive, or are eligible to receive, tribal TANF, would count toward the minimum 51% of income-eligible families irrespective of their actual income. Understanding tribal TANF eligibility and its relationship to Head Start eligibility creates a flexibility for tribes to make decisions about Head Start enrollment for AIAN Head Start grant recipients.

Overview of Tribal TANF

Tribal TANF gives federally recognized Indian tribes the ability to apply for and receive funding to operate their own TANF programs. When Congress established the TANF program in the Personal Responsibility and Work Opportunity Act, Public Law 104-193, it recognized that tribes are in the best position to design TANF programs for the populations they serve. As of 2022, there are 75 approved tribal TANF programs which serve over 280 federally recognized Tribes and Alaska Native Villages.

Tribes receive federal funding as a block grant to design and operate tribal TANF programs and may use their TANF funds in any manner reasonably calculated to accomplish the following four purposes of TANF:

1. Provide assistance to needy families so that children can be cared for in their own homes or in the homes of relatives.
2. End the dependency of needy parents by promoting job preparation, work, and marriage.
3. Prevent and reduce the incidences of out-of-wedlock pregnancies.
4. Encourage the formation and maintenance of two-parent families.

Tribal TANF may provide direct cash assistance for families in need. Because TANF cash assistance provides payments to individual families, it is the easiest to document and therefore the type of TANF assistance most often considered for Head Start eligibility. However, the tribal TANF block grants fund many other services that promote one or more purposes of TANF. Tribal TANF funds provide support for a broad range of benefits and services in addition to cash assistance, including but not limited to workforce training, counseling, case management, transportation, adolescent pregnancy prevention, and healthy marriage education. Families with a child from birth through age 5, or pregnant women who are eligible for any tribal TANF benefits and services also can be eligible for Head Start due to being eligible for TANF public assistance.

Tribes have great flexibility in Tribal TANF program design and implementation, including defining elements of their program such as eligibility, service area and service population (e.g., all Indian families in the service area or only enrolled members of the tribe), and the nature of the benefits and services provided. TANF benefits and services that fulfill purposes one and two outlined above are limited to "needy" families, and Tribes have broad discretion in establishing the standards for determining which families are needy. Moreover, the benefits and services associated with TANF purposes three and four are not limited to those who are needy. The flexibility inherent in tribal TANF for establishing eligibility criteria is particularly relevant for this policy guidance and its implications for determining eligibility for AIAN Head Start.

Implementation of Policy Guidance

Tribal governments must adhere to Head Start requirements for determining, verifying, and documenting eligibility when implementing this policy guidance. Head Start Program Performance Standard (HSPPS) 45 CFR §1302.12(i)(2) requires documentation from either the State, local, or Tribal public assistance agency that shows the family either receives public assistance or is eligible to receive public assistance. Because Head Start requires documentation of eligibility for public assistance, Tribes must determine the process for establishing documentation that works best for their unique population. AIAN programs must also adhere to the age requirements in 1302.12(b) and maintain criteria for prioritizing enrollment for children would most benefit from Head Start services.

Any approach adopted by tribes must also align with the eligibility for tribal TANF as stated in the tribal TANF plan. Tribal governments should review their Tribal TANF plan to determine who is currently eligible for TANF benefits and services and may amend the plan if necessary to reflect the Tribe's decisions about who should be eligible for TANF benefits or services. For instance, if the current tribal TANF plan does not currently include all families of a child from birth through age 5 as eligible, and tribes wish to expand eligibility to all such families, the tribe may submit a TANF plan amendment. Once the tribal TANF plan has been approved, the tribe has discretion on the process they use to document eligibility for tribal TANF and on how they communicate that eligibility to AIAN Head Start programs and families. Additional details regarding documentation and communication to AIAN families are provided in subsequent paragraphs.

ACF suggests some approaches to consider that include, but are not limited to:

- **Utilizing the tribal TANF plan as documentation.** If the current tribal TANF plan has defined its eligibility criteria to include all families with a child from birth through age 5 as eligible for TANF cash assistance, benefits, or services, this means these families are considered eligible for public assistance, and therefore, eligible for Head Start services. Since the Tribal TANF plan is issued by the tribal public assistance agency, a Head Start program could include a copy of this tribal TANF plan, or the specific section that indicates a child's eligibility, in each enrolled child's file to satisfy Head Start eligibility documentation. Or the tribe could develop a one-page statement confirming the Tribe's determination that all tribal members are eligible for TANF benefits or services, and therefore meet eligibility requirements for Head Start services, and that statement could be included in each enrolled child's file.
- **Issuing a letter to communicate eligibility to AIAN families and use as documentation.** Tribes have the discretion to determine what the process of issuing a letter may look like. We offer several approaches for consideration:
 - Tribal TANF offices might consider issuing a letter to all families who receive or are eligible to receive tribal TANF benefits or services to notify families that they are eligible for Head Start services.
 - Tribal TANF offices might consider issuing a letter directly to all AIAN Head Start programs stating that all families with children under the age of 5, are eligible for tribal TANF benefits or services and therefore, eligible for Head Start services.
 - Tribes could have a template of a letter onsite at the Head Start program and could fill it in during the intake process, including the name of the child whose family is receiving or eligible for TANF benefits or services. After the template is filled out with the child's name, the AIAN program would then take the letter to the tribal TANF office for signature.
 - Tribes might consider encouraging families in the tribe's tribal TANF service population to individually seek their own documentation from their tribal TANF office stating they receive, or are eligible for tribal TANF benefits or services, and as such, they are eligible for Head Start services.

If a tribe decides to issue a letter, regardless of the process they choose, the letter must include the beneficiary's name, the tribe's name, and confirmation that the beneficiary receives or is eligible to receive tribal TANF benefits or services per the tribal TANF plan. The letter must be issued by the State, local, or tribal public assistance agency. Including a copy of this letter in each enrolled child's file would satisfy Head Start eligibility documentation requirements.

Utilizing the tribal TANF plan to extend Head Start eligibility to AIAN families reduces the burden of families navigating multiple federal program eligibility processes and supports better alignment and coordination across federal programs.

Supporting Tribal Sovereignty and Responding to Tribal Consultation

This policy guidance honors tribal sovereignty by explaining additional options to determine which tribal members most benefit from Head Start services. In government-to-government tribal consultation with HHS officials, Tribal leaders have requested categorical eligibility for tribal members. While categorical eligibility for tribal members would require statutory change, this guidance seeks to maximize existing statutory authority to make progress toward that goal.

The goal of this IM is to support tribes in maximizing enrollment of tribal families in AIAN Head Start programs. Region XI AIAN programs provide essential services to address the unique needs of tribal children and families including language and culture preservation.

Programs should contact their Region XI office with questions about this IM.

Thank you for your work on behalf of Head Start children and families.

Sincerely,

/ Khari M. Garvin /

Khari M. Garvin
Director
Office of Head Start

1 The term "pregnant women" is inclusive of pregnant transgender or nonbinary people per ACF4M-HS-22-02.

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Office of Head Start (OHS) | 330 C Street, SW | 4th Floor Mary E. Switzer Building | Washington, DC 20201 | <https://eolko.ohs.acf.hhs.gov> | 1-866-766-8448 | Contact Us

You are receiving this email because you are signed up for Office of Head Start communications. If you prefer not to receive emails of this sort in the future, you can unsubscribe here. You also may modify your EOLKO email subscriptions. Recipients subscribed through the Head Start Enterprise System (HSES) must be removed from HSES by their program or office. Please do not reply to this email. Contact customer service for additional support.

To: Head Start Grant Recipient
From: ohsmonitoring@guidehouse.com
Subject: ACTION REQUIRED – Improper Payment Study – Phase 2 Request for Information and Supporting Documentation

Dear Head Start Grant Recipient:

As you are aware, your organization was selected for participation in a mandatory Improper Payment study of randomly selected Head Start award recipients to ensure that FY 2022 Federal funding was expended, and associated programs were implemented, in accordance with statutory and public policy requirements. The Office of Head Start (OHS) has engaged the services of Guidehouse to assist in this review, and Guidehouse is now requesting the next phase of information and documentation from your organization needed to perform this review.

Request for Information (Phase 2)

During Phase 1, you submitted a list of transactions paid with specified Head Start grant funds during Federal Fiscal Year 2022 (October 1, 2021 – September 30, 2022). Guidehouse is now moving forward with Phase 2 of this review. Ten (10) transactions have now been randomly selected from your Phase 1 submission for further review in Phase 2. These transactions are identified by 'Transaction Unique ID', 'Grant Number', 'Expense Amount', and 'Expense Date' in Columns A, B, C, and D of the attached "OHS IP Study – Phase 2" document (Excel format).

During Phase 2, recipients are now requested to provide additional information about each of the ten (10) selected transactions by categorizing each transaction based on the appropriate Notice of Award budget category in Column E, and providing responses to the prompts in Columns F, G, and H on the "Phase 2 Transaction Tracker" tab of the Phase 2 Excel workbook. Recipients are also requested to identify supporting documentation for each selected transaction based on the guidance in the "Instructions" tab of the Phase 2 Excel workbook. Once supporting documentation is identified for each selected transaction, recipients are requested to compile the documents in PDF format and label each file with the Transaction Unique ID for the selected transaction, which identifier is in Column A of the Phase 2 Excel workbook (for example, "X-09-999_Supporting Documentation").

Please upload the completed Phase 2 Excel workbook and supporting documentation files to Guidehouse no later than Friday, June 30, 2023, and earlier if possible so that our team can assess the validity of each transaction selected for review and consult with your organization for additional clarifying information, if necessary. Please feel free to include any additional explanations that may assist our team in assessing the validity of the selected transaction, in Column H of the Excel workbook and/or as annotations within the supporting documentation files. Guidehouse will continue to work closely with recipients to assist with identification of supporting documentation and respond to any questions or concerns about the documentation submission process.

Uploading Requested Information and Documentation into HSES Correspondence Tab

As with your Phase 1 submission, please upload the completed "OHS IP Study - Phase 2" document and supporting documentation files to the Head Start Enterprise System (HSES) correspondence tab. Please include "Improper Payment Study" and "Phase 2 Submission" in the subject line so that your

submission can be properly identified. **Once you have uploaded your documentation into the HSES correspondence tab, please select “Other” and send the correspondence directly to Matt Alicona at ohsmonitoring@guidehouse.com so that the Guidehouse team can validate the timely submission of your documents.**

If you have any issues sending or receiving documents through the correspondence tab, please notify the Guidehouse team at ohsmonitoring@guidehouse.com at your earliest convenience and we will work with you toward a solution.

As always, should you have any questions or concerns about any of the above, please feel free to reach out to the Guidehouse team at ohsmonitoring@guidehouse.com. Thank you in advance for your cooperation.

OHS Improper Payment Study-Phase 2

Guidehouse to Complete				
Transaction Unique ID	Grant Number	Expense Amount	Expense Date	Budget Category
B-22-34613	06CH010830	\$ 885.76	6/17/2022	
B-22-11487	06CH010830	\$ 504.00	12/31/2021	
B-22-23708	06CH010830	\$ 119.55	3/25/2022	
B-22-41957	06CH010830	\$ 64.17	8/12/2022	
B-22-13607	06CH010830	\$ 36.52	1/14/2022	
B-22-44783	06CH010830	\$ 15.78	8/31/2022	
B-22-2294	06CH010830	\$ 8.04	10/22/2021	
B-22-5437	06CH010830	\$ 5.44	11/19/2021	
B-22-18299	06CH010830	\$ 2.76	2/11/2022	
B-22-35511	06CH010830	\$ 0.22	6/24/2022	

**HEAD START/ EARLY HEAD START
DIRECTOR'S REPORT**

May 2023

Enrollment Summary

Cleveland/Comanche/Pottawatomie/Seminole EHS

Funded Enrollment: 935

HS 595 EHS 340

Lincoln /Seminole

Funded Enrollment 151

HS 119 EHS 32

(See enrollment spreadsheet for detailed breakdown)

Crossroads Head Start/CCPS

May 31, 2023

Total Page

Head Start recap by county	Funded Enrollment	Current Enrollment (0% to 100%)	Current Enrollment (101% to 130%)	Current Enrollment (130% ^)	Total Enrollment	Vacancies Less than 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	
Cleveland 7/12 CR closed	204	81	12	8	101	2	101	12	85	1	7	1	15	65
Comanche	204	139	15	2	156	14	34	12	0	7	0	23	0	0
Pottawatomie	187	127	5	8	140	9	38	10	11	0	0	0	13	20
Totals	595	347	32	18	397	25	173	34	96	8	7	24	28	85
	66% enrolled													

Crossroads Head Start/Lincoln-Seminole

May 31, 2023

Head Start recap by county	Funded Enrollment	Current Enrollment (0% to 100%)	Current Enrollment (101% to 130%)	Current Enrollment (130% ^)	Total Enrollment	Vacancies Less than 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	
Lincoln	85	76	2	5	83	0	2	0	4	0	1	0	7	0
Seminole	34	34	0	0	34	0	0	0	2	0	0	0	3	0
Total	119	110	2	5	117	0	2	0	6	0	1	0	10	0
	98% enrolled													

**Crossroads Early Head Start/CCPS
May 31, 2023**

Total Page

Head Start recap by county	Funded Enrollment	Current Enrollment (0% to 100%)	Current Enrollment (101% to 130%)	Current Enrollment (130% ^)	Total Enrollment	Vacancies Less than 30 days	Vacancies Past 30 days	Waiting list (0%-100%)	Waiting list (101-130%)	Waiting list (130% - ^)	Pending
Cleveland	96	51	2	1	54	3	39	71	7	15	35
Comanche	136	93	9	0	102	8	26	11	0	24	0
Pottawatomie	76	57	0	0	57	11	8	32	4	12	14
Seminole	32	32	0	0	32	0	0	18	3	7	0
Totals	340/72% enrolled	233	11	1	245	22	73	132	14	58	49

**Crossroads Early Head Start/Lincoln-Seminole
May 31, 2023**

Head Start recap by county	Funded Enrollment	Current Enrollment (0% to 100%)	Current Enrollment (101% to 130%)	Current Enrollment (130% ^)	Total Enrollment	Vacancies Less than 30 days	Vacancies Past 30 days	Waiting list (0%-100%)	Waiting list (101-130%)	Waiting list (130% - ^)	Pending
Lincoln	16	0	0	0	0	0	24	0	0	0	0
Seminole	16	8	0	0	8	0	0	18	3	7	0
Total	32 25% enrolled	8	0	0	8	0	24	18	3	7	0

Crossroads Head Start/CCPS

May 31, 2023

Cleveland County HS	Funded Enrollment		Current Enrollment (0% to 100%)	Current Enrollment (101% to 130%)	Current Enrollment (130% ^)	Total Enrollment	Vacancies Less than 30 days	Vacancies Past 30 days	Waiting list (0%-100%)		Waiting list (101-130%)		Waiting list (130%-^)		Pending
									EHS	Transitions	WL	EHS	Transitions	WL	
CSBI ½ cr closed	34	17	16	1	1	18	0	16	3	28	1	0	0	4	10
Little Axe Closed 1/1	17	0		0	0	0	0	17	0	0	0	0	0	0	0
Main St.	34	34	24	5	2	31	2	1	4	17	0	1	0	3	22
Moore 2/4 cr closed	68	34	26	5	4	35	0	33	3	33	0	4	0	4	26
Noble	17	17	15	1	1	17	0	0	2	7	0	1	0	4	7
St. Stephens Closed 2/2	34	0	0	0	0	0	0	34	0	0	0	0	0	0	0
Totals	204	102	81	12	8	101	2	101	12	85	1	7	1	15	65

**Crossroads Head Start/CCPS
May 31, 2023**

Pottawatomie County	Funded Enrollment		Current Enrollment (0% to 100%)	Current Enrollment (10.1% to 130%)	Current Enrollment (130% ^)	Total	Vacancies Less than 30 days	Vacancies Past 30 days	Waiting list (0%-100%)		Waiting list (10.1-130%)		Waiting list (130%-^)		Pending	
									EHS Transitions	WL	EHS Transitions	WL	EHS Transitions	WL		
Bethel	17	17	14	2	1	17	0	0	0	3	0	0	0	0	7	0
Learning Tree	17	17	17	0	0	17	0	0	0	0	0	0	0	0	0	0
Maud	17	17	12	0	1	13	0	4	0	0	0	0	0	0	0	0
Neighborhood	17	17	15	0	0	15	2	0	0	0	0	0	0	0	0	0
Tecumseh	34	34	28	0	3	31	3	0	1	3	0	0	0	0	1	0
Union St. 2/5 cr closed	85	51	41	3	3	47	4	34	9	5	0	0	0	0	5	20
Total	187	153	127	5	8	140	9	38	10	11	0	0	0	13	20	

**Crossroads Head Start/Lincoln-Seminole
May 31, 2023**

Lincoln County	Funded Enrollment	Current Enrollment (0% to 100%)	Current Enrollment (101% to 130%)	Current Enrollment (130% ^)	Total	Vacancies less than 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	16	0	1	17	0	0	0	0	0	0	0	0	0
Davenport 1	17	15	1	1	17	0	0	0	0	0	0	0	0	0
Davenport Rm 2	17	13	1	1	15	0	2	0	0	0	0	0	0	0
Prague	17	17	0	0	17	0	0	0	2	0	1	0	7	0
Stroud	17	15	0	2	17	0	0	0	2	0	0	0	0	0
County Total	85	76	2	5	83	0	2	0	4	0	1	0	7	0
Seminole County														
Seminole	34	34	0	0	34	0	0	0	2	0	0	0	3	0
County Total	34	34	0	0	34	0	0	0	2	0	0	0	3	0
Total	119	110	2	5	117	0	2	0	6	0	1	0	10	0

Crossroads Early Head Start / CCPS May 31, 2023												
Pottawato mie County	Funded Enrollment	Current Enrollment (0% to 100%)	Current Enrollment (101% to 130%)	Current Enrollment (130% ^)	Total	Vacancies Less than 30 days	Vacancies Past 30 days	Waiting list (0%-100%)	Waiting list (101-130%)	Waiting list (130%-^)	Pend ing	
Bethel	8	8	0	0	8	0	0	1	2	6	0	
Learning Tree	36	33	0	0	33	3	0	31	2	6	14	
Neighborhood	8	8	0	0	8	0	0	0	0	0	0	
Treasured Moments	8	0	0	0	0	8	0	0	0	0	0	
Union St ½ cr closed	16	8	0	0	8	0	8	0	0	0	0	
Total	76	68	57	0	57	11	8	32	4	12	14	
Seminole County												
Seminole	32	32	0	0	32	0	0	18	3	7	0	
Total	32	32	0	0	32	0	0	18	3	7	0	

Crossroads Early Head Start /Lincoln -Seminole May 31,2023											
Lincoln County	Funded Enrollment	Current Enrollment (0% to 100%)	Current Enrollment (101% to 130%)	Current Enrollment (130% ^)	Total	Vacancies Less than 30 days	Vacancies Past 30 days	Waiting list (0%-100%)	Waiting list (101-130%)	Waiting list (130%-^)	Pending
Prague Not Open	8	0	0	0	0	0	8	0	0	0	0
Davenport Not open	16	0	0	0	0	0	16	0	0	0	0
Lincoln Total	24	0	0	0	0	0	24	0	0	0	0
Seminole County											
Seminole	8	8	0	0	8	0	24	18	3	7	0
Total	32	8	0	0	8	0	24	18	3	7	0

Total OI

CCPS HS 36-17 enrolled =19 left

CCPS EHS 26-1 enrolled =25 left

Lin/Sem 10-4 enrolled = 6 left



June 9, 2023

Electronic Delivery

Re: Response to President Schneider's Questions regarding the FY24 OAYS Contract

Dear Youth Service Agencies Directors:

As you are aware, the Office of Juvenile Affairs (OJA) made the decision not to renew the technical assistance contract with the Oklahoma Association of Youth Services (OAYS) for FY24. OAYS Board President John Schneider sent a letter to the Board of Juvenile Affairs (Board) members with the questions below. The Board Chair authorized me to respond that this is an agency contract matter and not a Board matter. But, I will address the questions posed as well as any additional questions.

Please know that I value each Youth Service Agency (YSA) and the vital work you do every day in your communities. I praise you often publicly at OJA Board meetings and at legislative hearings. I value the individual relationships I and our OJA staff have with YSAs. I personally look forward to more onsite visits and strengthening one-on-one relationships. I appreciate the YSA Directors who have reached out to me. In our mission to to strengthen our relationships directly with YSAs, we have significantly increased technical assistance to YSAs. We are happy to continue to support our YSAs and look forward to the ongoing partnerships. The transition in the delivery of technical assistance does not indicate a change in how we prioritize technical assistance or how we value the services you provide. We believe in the necessity of community based youth services. We continue to support local YSAs and are committed to listening to local needs and supporting YSAs' work in your communities to prevent delinquency.

In response to President Schneider's questions:

1. Request to be informed of the reason or reasons for discontinuation of the contract.

The Office of Juvenile Affairs has an obligation to fiscal responsibility on behalf of the citizens of Oklahoma. OJA "is authorized to contract with the Oklahoma Association of Youth Services or another Oklahoma nonprofit corporation whose membership consists solely of Youth Services Agencies and of whom at least a majority of Youth Services Agencies are members for evaluation, training and program materials and for statewide office support, including rental of office space and general technical assistance for Youth Services Agencies with which the Office of Juvenile Affairs has contracts" See 10A O.S. § 2-7-306(M). OJA is not mandated to contract with OAYS. OJA believes that in direct consultation with our local YSAs, we can provide the necessary technical assistance, including JOLTS, financial, evidence-based best practices, billing inquiries, etc. OJA employees have been providing technical assistance to individual agencies at an increasing rate and OJA believes we can provide robust and necessary technical assistance at a lower cost to the taxpayer than the current OAYS technical assistance contract. pOJA providing the technical assistance directly to our YSAs will lead to cost savings which can be returned directly to individual agencies to support innovative programming. OJA's preference is to maximize funding to YSAs for programming.

Page 2 of 2

Letter re: Response to President Schneider's Questions

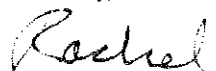
2. Expressing concern that the contract will not be renewed given the value of the services provided to OAYS membership,
OAYS can continue to provide valuable services to their members without a technical assistance contract with the state of Oklahoma. Per the answer above, OJA will also provide identified technical assistance to YSAs at a more efficient cost to the state of Oklahoma and with savings returned to the agencies for programming.
3. Requesting OJA to reconsider their decision not to renew the contract.
OJA will not be renewing the OAYS technical assistance contract for FY24.

We are working on a rate for peer reviews. Membership in OAYS or any association has no bearing on your designation as a youth service agency by the OJA Board.

Please know we did not make this decision lightly and we appreciate the positive feedback we have heard from individual members. I discussed the decision to not renew the FY24 contract with our House and Senate appropriation chairs. I also notified our OJA Board. It is our strong belief that the best use of Oklahoma taxpayer money is for OJA to provide technical assistance with savings to be returned to the YSAs for programming.

Please call me at (405) 397-2681 with any questions or concerns. I sincerely want to engage with each of you.

Sincerely,



Rachel C. Holt
Executive Director

Cc: Dr. Peter Messiah, Executive Director/ CEO of OAYS
Karen Youngblood, Chair for the Board of Juvenile Affairs

Cleveland County Vendor List (2023-2024)

Service	Vendor	Phone Number
Appliance Repair (Residential)	The Appliance Guy	405-367-0372
Appliance Repair (Commercial)	Mid-State Restaurant (Freezers)	405-265-7111
	Hagar Restaurant Service (Dishwashers)	(405) 235-2184
Carpet Cleaning	Brothers Carpet	405-608-4554
	Strip/Wax Jermaine Russell with Jani-King	405-943-5464
Classroom Supplies	Discount Class Supply Lakeshore Learn Supply	800-627-2829 405-858-8778
Copiers	Standley Systems	405-224-0819
Diapers	Walmart/Sam's Club	On-Line
Electrician	Waters Electric Bliss Elec as Back-up	405-321-8246 405-793-8208
Fire Control	Automatic Fire Control Moore	405-677-7485
Fire Sprinkler Inspection	APS Fire Control Shelter/Counseling	405-672-9666
Fire Sprinkler Inspections	APS Fire Control B-Steps, Main, Noble, CSBI, Shelter	405-672-9666
First Aid Supplies	School Health	866-323-5465
	Walmart	On line
Gloves, Masks, Shoe Booties & Clean Supp	Treat's Solutions	405-787-8222
Grease Trap Removal	Darling Ingredients	1-800-871-3406
HVAC	Interstate Heat & Air	405-912-5900
Hygiene Supplies	Walmart (Shelter)	On-line
IT Repair	BNB	405-292-5408
Janitorial Services	Jani King Shelter/Counseling	405-943-5464
Janitorial Services	Jan Pro Main St, Moore, CSBI Alliance Maintenance	405-606-3300 405-863-3005
Lock Smith	Don's Mobil Lock	405-329-0508
Mowing Services	Guillermo Velasco (Willie)	405-414-8707
Office Supplies	Staples Advantage	On-Line
Paper Products	Home Depot Pro	On-Line
Pest Control	Terminix	405-321-7199
Plumbing Repair	Bob Usry & Son's	405-364-1001

Vent Hood Cleaning	Sooner Steam Clean	580-656-3591
Food Service	Sysco	405-717-2700

Comanche County Vendor List (2023-2024)

Service	Vendor	Phone Number
Appliance Repair (Commercial)	RRR, Inc	580-355-1010
	Hagar Restaurant Service (Dishwashers)	(405) 235-2184
Appliance Repair (Residential)	The Appliance Guy	405-367-0372
Carpet Cleaning	Johnson M3	580-248-9547
	A-1 Janitorial	580-351-0297
Classroom Supplies	Discount School Supplies	On-Line
Cleaning Products	Daveco	580-248-5340
Copiers	Standley Systems	580-248-2132
Diapers	Amazon	On-Line
	Target	On-Line
Electrician	Beames Electric	580-678-1013
Fire Alarm	Sooner Monitoring	580-255-3589, 656-3591
Freezer Repair	Carl's Refrigeration	580-355-4869
	Hagar Mid-State Restaurant	405-325-2184 405-265-7111
First Aid Supplies	School Health	866-323-5465
	Walmart	On-Line
Gloves, Masks, Shoe Booties & Clean Supp	Treat's Solutions	405-787-8222
Grease Removal	Darling Ingredients	1-800-871-3406
HVAC	Miller Heat & Air	580-355-1811
IT Repair	BNB	405-292-5408
Lock Smith	Jeff's Keys	580-353-8176
Mowing Services	Lawn Runners	1-580-698-6008
Office Supplies	Staples Advantage	1-800-826-7755
Paper Products	Daveco	580-248-5340
Pest Control	Lawton Pest Control Services	580-353-6667
Plumbing Repair	Andy's Plumbing	580-248-6118
	Solid Plumbing	580-353-2863
Vent Hood Cleaning	Sooner Steam Cleaning	580-656-3591

Pottawatomie County Vendor List (2023-2024)

Service	Vendor	Phone Number
Alarm Services	H&H Alarm	405-382-6106
Appliance Repair	Appliance Ambulance	405-275-4911
Appliance Repair (Commercial)	Mid-State Restaurant	405-265-7111
	Hagar Restaurant	405-235-2184
Carpet Cleaning	Bryan Carpet Cleaning (Seminole)	405-398-4306
Classroom Supplies	Discount School Supplies	On-Line
Copiers	Standley Systems	405-244-0819
Diapers	Amazon/Target	On-Line
Dumpster Services	Republic Waste Ser.	405-745-4141
Electrician	Timothy Roberts	405-598-6093
Fire Sprinkler Inspection	Atomic Services	405-236-3921
Fire Inspection/Service	Automatic Fire Control	405-677-7485
First Aid Supplies	School Health	866-323-5465
Gloves, Masks, Shoe Booties & Clean Supp	Treat's Solutions	405-787-8222
Grease Removal	Darling Ingredients	1-800-871-3406
HVAC	American Air Pott Co.	405-275-3223
IT Repair	BNB	405-292-5408
Janitorial Services	Coverall	405-615-9205
Lock Smith	Don's Mobil Lock	405-329-0508
Lawn Mowing Services	Brian Benson Construction	405-623-0539
Office Supplies	Staples-Advantage	On-Line
Paper Products	Home Depot Pro	405-579-8300/On- Line
Pest Control	Terminix Pest Services	405-321-7199
Plumbing Repair	Dale's Plumbing	405-598-6577
Vent Hood Cleaning	Sooner Steam Clean	580-656-3591

Lincoln/Seminole Counties Vendor List (2023-2024)

Service	Vendor	Phone Number
Appliance Repair (Commercial)	Mid-State Restaurant	405-265-7111
Appliance Repair (Residential)	Appliance Ambulance	405-275-4911
Carpet Cleaning	Bryan Carpet Cleaning Watson & Son's	405-398-4306 405-275-9409
Carpet Installation	Bailey's Floor Covering	405-467-0715
Classroom Supplies	Discount School Supplies	On-Line
Cleaning Products	Daveco Treat's Solutions	580-248-5340 405-787-8222
Copiers	Standley Systems	580-248-2132
Diapers	Amazon/Target	On-Line
Dumpster Services	Republic Waste Ser.	405-745-4141
Electrician	Rogue 1 Electric	405-584-3600
Fire Alarm	H&H Alarm Company	405-382-6106
Fire Sprinkler Inspection	H&H Alarm Company	405-382-6106
Freezer Repair	Hagar Mid-State Restaurant	405-325-2184 405-265-7111
First Aid Supplies	School Health	866-323-5465
	Walmart	On-Line
Gloves, Masks, Shoe Booties & Clean Supp	Treat's Solutions Amazon as back up	405-787-8222 Online
Grease Removal	N/A	N/A
HVAC	Velocity Air	405-885-4575
IT Repair	BNB	405-292-5408
Janitorial Services	N/A	N/A
Lock Smith	24 Hour Lockout Don's Mobil Lock	405-214-6233 405-329-0508
Mowing Services	Randy Place	918-290-9105
Office Supplies	Staples Advantage	1-800-826-7755
Paper Products	Home Depot Pro	405-579-8300/On- Line
Pest Control	X-Treme Pest Control	405-382-8800
Plumbing Repair	Hogue's Hometown Plumbing	405-584-1111
Vent Hood Cleaning	N/A	N/A

CROSSROADS YOUTH & FAMILY SERVICES, INC.
Total Agency Budget
June 20, 2023-FY 2022-2023
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Community-Based Youth Services Programs											
REVENUE	CBYS Outreach & FTO	CBYS Shelter	DHS Food Reimb	Transitional Living	Insure Oklahoma	Municipal ARP Funding	CARS	Medicaid Sotericare	Divorce Classes	Fees/ Reserve	YOUTH SERVICES SUBTOTAL
\$ 417,020	\$ 480,000	\$ 16,000	\$ 7,745	\$ 1,500	\$ 40,000	\$ 7,310	\$ 12,300	\$ -	\$ -	\$ 107,500	\$ 1,254,765
EXPENDITURES											
\$ 194,000	\$ 360,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 579,885
SALARIES AND WAGES											
FRINGE BENEFITS											
\$ 15,600	\$ 30,750	\$ -	\$ -	\$ -	\$ -	\$ 584	\$ 1,100	\$ -	\$ -	\$ -	\$ 48,039
\$ 39,600	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 1,380	\$ 2,600	\$ -	\$ -	\$ -	\$ 88,580
\$ 2,850	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ 300	\$ 400	\$ -	\$ -	\$ -	\$ 15,550
\$ 252,050	\$ 447,750	\$ -	\$ 60	\$ -	\$ -	\$ 9,574	\$ 16,400	\$ -	\$ -	\$ -	\$ 725,834
EQUIPMENT											
\$ 5,200	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ 75	\$ -	\$ -	\$ 100	\$ 7,475
STAFF TRAVEL AND TRAINING											
CONTRACTUAL AND OTHER											
\$ 4,875	\$ 3,500	\$ -	\$ 3,720	\$ -	\$ -	\$ 200	\$ 250	\$ -	\$ -	\$ -	\$ 12,545
\$ 5,450	\$ 17,000	\$ -	\$ 841	\$ -	\$ -	\$ 400	\$ 350	\$ -	\$ -	\$ -	\$ 24,041
\$ 8,000	\$ 14,000	\$ -	\$ 190	\$ -	\$ -	\$ 300	\$ 175	\$ -	\$ -	\$ -	\$ 22,665
\$ 7,200	\$ 28,000	\$ -	\$ -	\$ -	\$ -	\$ 29,000	\$ 300	\$ 250	\$ -	\$ 28,000	\$ 92,750
\$ -	\$ 41,000	\$ -	\$ 2,179	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 53,179
\$ -	\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,250	\$ 6,750
\$ 7,800	\$ 4,000	\$ -	\$ -	\$ -	\$ -	\$ 11,000	\$ 200	\$ 350	\$ -	\$ 7,000	\$ 30,350
\$ 1,750	\$ 2,300	\$ -	\$ -	\$ -	\$ -	\$ 75	\$ 300	\$ -	\$ -	\$ -	\$ 4,425
\$ 4,600	\$ 2,120	\$ -	\$ -	\$ -	\$ -	\$ 700	\$ -	\$ -	\$ -	\$ -	\$ 7,420
\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 48,000	\$ 70,000	\$ -	\$ -	\$ 2,175	\$ 125,175
\$ 7,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,500	\$ 28,500
\$ 4,500	\$ 10,250	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ 180	\$ -	\$ -	\$ 800	\$ 15,030
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ 250	\$ -	\$ -	\$ 900	\$ 1,150
\$ 1,100	\$ 4,500	\$ -	\$ 110	\$ -	\$ -	\$ 50	\$ 100	\$ -	\$ -	\$ 5,000	\$ 10,860
\$ 57,275	\$ 138,170	\$ -	\$ 7,040	\$ -	\$ -	\$ 40,000	\$ 50,425	\$ 72,205	\$ -	\$ 68,725	\$ 434,840
\$ 314,525	\$ 588,920	\$ -	\$ 7,100	\$ -	\$ -	\$ 40,000	\$ 80,099	\$ 88,680	\$ -	\$ 68,825	\$ 1,168,149
\$ 102,488	\$ (108,920)	\$ 16,000	\$ 643	\$ 1,500	\$ -	\$ 9,201	\$ 28,320	\$ -	\$ -	\$ 38,875	\$ 86,616
TOTAL EXPENDITURES											
Revenue Over/(Under) Expenses											

CROSSROADS YOUTH & FAMILY SERVICES, INC.
 Total Agency Budget
 June 20, 2023-FY 2022-2023
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Head Start/Early Head Start-Lincoln, Seminole													AGENCY GRAND TOTAL	
Childcare Subsidy	State-Appropriated Funds	E-Rate	CACFP	Oklahoma Early Childhood Program	DHS Covid-CARES	DHS-ARP American Rescue Plan	COVID-LincolnSem	COVID	Head Start	Early Head Start	In-Kind	HS/EHS SUBTOTAL	HS/EHS SUBTOTAL w/ In-Kind	AGENCY GRAND TOTAL
\$ 30,000	\$ 49,817	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,415,912	\$ 2,009,185	\$ 17,968,378
EXPENDITURES														
SALARIES AND WAGES														
\$ 30,000	\$ 38,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 669,709	\$ 335,015	\$ 164,324	\$ 1,237,048	\$ 1,072,724	\$ 9,870,302
FRINGE BENEFITS														
	\$ 2,831								\$ 58,526	\$ 27,989	\$ 1,849	\$ 91,175	\$ 89,326	\$ 818,139
	\$ 8,235								\$ 196,899	\$ 101,378	\$ 40,797	\$ 337,329	\$ 296,532	\$ 2,512,707
	\$ 731								\$ 4,447	\$ 2,186	\$ 38	\$ 7,403	\$ 7,364	\$ 70,961
	\$ 49,817								\$ 919,581	\$ 466,548	\$ 207,009	\$ 1,672,955	\$ 1,465,946	\$ 13,372,109
									\$ -	\$ 194,800	\$ -	\$ 194,800	\$ 194,800	\$ 194,800
									\$ 35,196	\$ 14,862	\$ -	\$ 49,778	\$ 49,778	\$ 325,905
									\$ 6,800	\$ 3,000	\$ 127,870	\$ 137,470	\$ 9,600	\$ 341,441
									\$ 21,258	\$ 10,587	\$ 26,848	\$ 58,694	\$ 31,846	\$ 281,379
		\$ -							\$ 12,754	\$ 2,343	\$ -	\$ 15,097	\$ 15,097	\$ 149,084
									\$ 43,965	\$ 19,951	\$ 45,000	\$ 108,916	\$ 63,916	\$ 758,688
									\$ -	\$ 60,322	\$ -	\$ 90,065	\$ 90,065	\$ 895,733
									\$ 13,051	\$ 18,050	\$ -	\$ 31,101	\$ 31,101	\$ 109,137
									\$ 11,963	\$ 3,631	\$ -	\$ 15,494	\$ 15,494	\$ 120,791
									\$ 12,600	\$ 1,000	\$ -	\$ 13,600	\$ 13,600	\$ 201,389
									\$ 4,050	\$ 950	\$ -	\$ 5,000	\$ 5,000	\$ 120,300
									\$ 13,718	\$ 3,138	\$ -	\$ 16,856	\$ 16,856	\$ 161,158
									\$ 5,313	\$ 773	\$ -	\$ 6,086	\$ 6,086	\$ 1,150
									\$ 175,016	\$ 123,645	\$ 199,718	\$ 498,379	\$ 298,661	\$ 3,988,945
\$ 30,000	\$ 49,817	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,129,793	\$ 799,575	\$ 406,727	\$ 2,415,912	\$ 2,009,185	\$ 17,881,759
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 86,616
Revenue Over/(Under) Expenses														



ADMINISTRATION FOR
CHILDREN & FAMILIES

Office of Head Start | 330 C St., SW, 4th Floor, Washington DC 20201 | eclkc.ohs.acf.hhs.gov

June 5, 2023

Crossroads Youth and Family Services, Inc.

Dear Grant Recipient,

This letter is to notify you that your agency will receive a Focus Area 1 (FA1) review in Program Year 2023-2024. You will receive additional information regarding your review, including the assigned Review Lead and review dates, approximately 45 days prior to the event.

Please note: The Office of Head Start (OHS) is closely regulating scheduled reviews and will not authorize changes to review dates.

Monitoring Reviews for Program Year 2023-2024*

06CH010830	Focus Area 1 (FA1)
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* The OHS may conduct Follow-Up and Special reviews as necessary

Notice of a monitoring review does not impact the results of recompetition decisions

The OHS' Fiscal Year 2024 (FY24) Monitoring Information Memorandum (IM) will be forthcoming. The OHS also provides monitoring resources for grant recipients on the Early Childhood Learning and Knowledge Center at <https://eclkc.ohs.acf.hhs.gov/federal-monitoring> and the Aligned Monitoring System Virtual Expo at <https://onlinexperiences.com/Launch/Event.htm?ShowKey=177031>.

Sincerely,

OHS Monitoring Team

ohsmonitoring@dlhcorp.com

1 800-518-1932 (option 2)

		2023	2024
Arledge & Associates	Independent 401(k)	\$ 32,000.00 \$ 14,000.00	\$ 33,100.00 \$ 14,300.00
Gray, Blodgett & Company, PLLC	401(k)	\$13,000-\$15,000 (\$7,500 re	
Rose Rock CPAs	Independent 401(k)	\$ 24,700.00 \$ 8,500.00	\$ 25,000.00 \$ 8,755.00

2025	2026	2027
\$ 34,200.00	\$ 35,300.00	\$ 36,500.00
\$ 14,800.00	\$ 14,900.00	\$ 15,200.00

tainer due 6/30, PBC list due 7/20)

\$ 25,300.00	\$ 25,750.00	\$ 26,000.00
\$ 9,017.65	\$ 9,288.18	\$ 9,566.82