



Hidalgo County Head Start Program Memorandum

Date: October 15, 2014
To: Hidalgo County Head Start Policy Council
Hidalgo County Commissioners' Court
From: Teresa Flores, Executive Director
Subject: Budget Amendment 2014

A handwritten signature in blue ink that reads "Teresa Flores".

The Hidalgo County Head Start Program is requesting to amend the approved budget for 2014 in order to reallocate estimated positive variances (balances) before the end of fiscal year 2014.

The Salary and Fringe line items include thirty nine (39) positions which remain vacant as of September 30, 2014. Of these, we can estimate that eighteen (18) positions, which have already partially completed the hiring process, will most likely become employees before December 31, 2014. The other eighteen (18) remaining positions will most likely be filled in 2015. This process in conjunction with streamlined measures implemented during sequestration, have generated slight balances in budgeted categories, which can be earmarked for other much needed areas.

The estimated amount to reallocate for 2014 is **\$785,965**, which the Program proposes to reinvest in purchasing instructional materials (Pre-K System), upgrading computers and camera surveillance systems, as well as purchasing one bus and one van.

The Program's initiative in "**School Readiness**" must include State adopted systems (Pre-K instructional materials) to align with the district curriculum and to provide uniformity across all classrooms in the Program. The Program's education professionals propose to purchase the "**Frog Street**" **curriculum** which will prepare our children to transition into the public schools.

The Program has in its inventory, electronic equipment that has for the most become obsolete. The Program needs to replace old **computers, surveillance cameras and digital video recorders** at some centers.

Our vehicle fleet, which depends on 1995 models, is in need of replacing various buses. Program is proposing to purchase one **bus and one maintenance van** this year.

The Summary of Purchases is as follow:

Item	Amount
Curriculum	\$380,000
One Bus	\$90,000
One Van	\$21,690
Electronic Equipment	\$89,657
Total Purchases	\$581,347
Other Supplies	\$188,540
Other	\$16,078
Total Reaqllocation	\$785,965

The impact on the budget on each category is reflected in schedule bellow:

Budgeted Categories	Variance/Balance	Reallocation
Salaries	366,498	-366,498
Fringes	277,635	-277,635
Equipment	0	111,690
Cirriculum,	0	380,000
Electronic Equipment	0	38,657
Other supplies	0	343,080
Total Supplies	-154,540	813,737
Other	296,372	-280,293
Net Budget Change	785,965	0