



Hidalgo County Head Start Program

Policy Council Consent Agenda

DATE: January 15, 2020

SUBJECT: Approval of Monthly Financial Reports

RATIONALE/NEED: Approval is needed to comply with the Head Start Performance Standard 1304.51(h)(1).

RECOMMENDATION: Administration recommends approval.

COST: N/A

RELATED INFORMATION INCLUDES: Monthly Financial Reports:
November 2019/December 2019

INITIATED BY: Elma Carrera, Chief Financial Officer 

REVIEWED BY: Edmundo Garcia, Assistant Director for Operations 

EXECUTIVE DIRECTOR'S APPROVAL: 

Hidalgo County Head Start Program
 Budget Report
 Fund - 19
 From 01/01/2019 - 12/31/2019

| Account Title | Total Budget | YTD | | YTD Total Budget Balance | Percent Budget | November |
|--------------------------------|----------------------|----------------------|---------------------|--------------------------|----------------|---------------------|
| | | Expenditures | Encumbrances | | | Expenditures |
| SALARIES | 17,770,311.17 | 15,124,902.14 | 0.00 | 2,645,409.03 | 14.88% | 1,324,525.20 |
| FRINGE BENEFITS | 7,622,472.62 | 6,393,085.68 | 0.00 | 1,229,386.94 | 16.12% | 569,490.46 |
| OUT OF TOWN TRAVEL | 111,908.00 | 73,971.65 | 2,750.82 | 35,185.53 | 31.44% | 28,527.49 |
| EQUIPMENT | 922,420.00 | 0.00 | 909,852.00 | 12,568.00 | 1.36% | 0.00 |
| OFFICE SUPPLIES | 67,104.05 | 95,439.28 | 7,235.54 | (35,570.77) | (53.00)% | 12,248.29 |
| CLASSROOM SUPPLIES | 313,319.71 | 502,694.61 | 58,423.47 | (247,798.37) | (79.08)% | 46,221.56 |
| MAINTENANCE SUPPLIES | 203,135.38 | 294,818.60 | 153,313.65 | (244,996.87) | (120.60)% | 19,689.09 |
| MEDICAL SUPPLIES | 5,398.00 | 14,975.73 | 8,259.62 | (17,837.35) | (330.44)% | 129.00 |
| OPERATIONAL SUPPLIES | 66,483.00 | 92,212.41 | 48,384.78 | (74,114.19) | (111.47)% | 210.02 |
| RENT | 103,164.00 | 94,464.00 | 0.00 | 8,700.00 | 8.43% | 7,040.00 |
| UTILITIES | 231,872.28 | 245,000.73 | 0.00 | (13,128.45) | (5.66)% | 25,613.90 |
| TELEPHONE | 304,435.79 | 290,226.30 | 95.76 | 14,113.73 | 4.63% | 14,437.29 |
| LOCAL TRAVEL | 48,500.00 | 53,685.58 | 0.00 | (5,185.58) | (10.69)% | 5,491.22 |
| VEHICLE MAINT/REPAIRS | 170,000.00 | 275,460.12 | 45,403.63 | (150,863.75) | (88.74)% | 23,649.93 |
| HEALTH SERVICES | 500.00 | 0.00 | 400.00 | 100.00 | 20.00% | 0.00 |
| DENTAL SERVICES | 1,050.00 | 144.33 | 2,095.11 | (1,189.44) | (113.28)% | 99.33 |
| MENTAL HEALTH | 30,000.00 | 23,170.50 | 7,275.00 | (445.50) | (1.48)% | 4,125.00 |
| PRINTING | 29,600.00 | 28,456.53 | 3,158.33 | (2,014.86) | (6.80)% | 378.40 |
| INSURANCE | 197,000.00 | 196,416.49 | 0.00 | 583.51 | 0.29% | 0.00 |
| SMALL EQUIPMENT/REPAIRS | 72,300.00 | 66,357.95 | 3,699.00 | 2,243.05 | 3.10% | 1,023.50 |
| T&TA | 210,678.00 | 175,324.52 | 17,458.65 | 17,894.83 | 8.49% | 5,285.10 |
| PROFESSIONAL SERVICES | 72,550.00 | 60,975.68 | 1,000.00 | 10,574.32 | 14.57% | 3,267.43 |
| DISABILITY SERVICES | 5,600.00 | 2,429.82 | 2,000.00 | 1,170.18 | 20.89% | 367.50 |
| BUILDING REPAIRS & MAINTENANCE | 75,000.00 | 0.00 | 0.00 | 75,000.00 | 100.00% | 0.00 |
| Total 19 - HEAD START | 28,634,802.00 | 24,104,212.65 | 1,270,805.36 | 3,259,783.99 | 11.38% | 2,091,819.71 |

Hidalgo County Head Start Program
 Budget Report
 Fund - 19
 From 01/01/2019 - 12/31/2019

| Account Title | Total Budget | YTD Expenditures | YTD Encumbrance | Total Budget | Percent Budget Remaining | December Expenditures |
|--------------------------------|----------------------|----------------------|---------------------|-------------------|--------------------------|-----------------------|
| SALARIES | 17,770,311.17 | 17,100,087.37 | 0.00 | 670,223.80 | 3.77% | 1,975,185.23 |
| FRINGE BENEFITS | 7,622,472.62 | 7,071,310.65 | 0.00 | 551,161.97 | 7.23% | 678,224.97 |
| OUT OF TOWN TRAVEL | 111,908.00 | 79,765.67 | 0.00 | 32,142.33 | 28.72% | 5,794.02 |
| EQUIPMENT | 987,070.00 | 0.00 | 974,102.00 | 12,968.00 | 1.30% | 132.00 |
| OFFICE SUPPLIES | 67,104.05 | 104,138.92 | 219.76 | (37,254.63) | (55.51)% | 8,699.64 |
| CLASSROOM SUPPLIES | 313,319.71 | 614,305.03 | 64,407.52 | (365,392.84) | (116.61)% | 111,610.42 |
| MAINTENANCE SUPPLIES | 203,135.38 | 423,056.08 | 47,067.31 | (266,988.01) | (131.36)% | 128,105.48 |
| MEDICAL SUPPLIES | 5,398.00 | 22,703.04 | 51.18 | (17,356.22) | (321.53)% | 7,727.31 |
| OPERATIONAL SUPPLIES | 66,483.00 | 154,480.97 | 38,126.80 | (126,124.77) | (189.70)% | 62,268.56 |
| RENT | 103,164.00 | 94,464.00 | 0.00 | 8,700.00 | 8.43% | 0.00 |
| UTILITIES | 231,872.28 | 270,936.88 | 0.00 | (39,064.60) | (16.84)% | 25,936.15 |
| TELEPHONE | 304,435.79 | 318,157.10 | 0.00 | (13,721.31) | (4.50)% | 27,930.80 |
| LOCAL TRAVEL | 48,500.00 | 62,327.22 | 0.00 | (13,827.22) | (28.50)% | 8,641.64 |
| VEHICLE MAINT/REPAIRS | 170,000.00 | 316,014.12 | 15,320.00 | (161,334.12) | (94.90)% | 40,554.00 |
| HEALTH SERVICES | 500.00 | 11,765.00 | 400.00 | (11,665.00) | (2,333.00)% | 11,765.00 |
| DENTAL SERVICES | 1,050.00 | 1,635.27 | 400.00 | (985.27) | (93.83)% | 1,490.94 |
| MENTAL HEALTH | 30,000.00 | 27,745.50 | 3,150.00 | (895.50) | (2.98)% | 4,575.00 |
| PRINTING | 29,600.00 | 31,808.31 | 0.00 | (2,208.31) | (7.46)% | 3,351.78 |
| INSURANCE | 197,000.00 | 196,416.49 | 0.00 | 583.51 | 0.29% | 0.00 |
| SMALL EQUIPMENT/REPAIRS | 72,300.00 | 72,945.85 | 0.00 | (645.85) | (0.89)% | 6,587.90 |
| T&TA | 210,678.00 | 185,986.30 | 7,076.00 | 17,615.70 | 8.36% | 10,661.78 |
| PROFESSIONAL SERVICES | 72,550.00 | 65,135.82 | 25,500.00 | (18,085.82) | (24.92)% | 4,160.14 |
| DISABILITY SERVICES | 5,600.00 | 2,981.08 | 2,000.00 | 618.92 | 11.05% | 551.26 |
| BUILDING REPAIRS & MAINTENANCE | 10,350.00 | 0.00 | 0.00 | 10,350.00 | 100.00% | 0.00 |
| Total 19 - HEAD START | 28,634,802.00 | 27,228,166.67 | 1,177,820.57 | 228,814.76 | 0.80% | 3,123,954.02 |