

RECOMMENDED ACTION AND JUSTIFICATION:

(Policy Item: Yes ___ No X)

Adopt resolution approving the 2001 Head Start program grant application and authorizing the Chairman of the Board of Supervisors to sign the application documents.

The federal Department of Health and Human Services has notified us of their intent to fund our Head Start program pending receipt of a complete and acceptable grant application and the availability of funds. The Mariposa County Head Start Parent Policy Council has met on several occasions to review the program options, budget, and program plans for the upcoming year. On December 11, 2000, the Council will give their approval.

The Board of Supervisors took action on August 1, 2000, requesting that the Department of Health and Human Services begin a Request for Proposal process to establish the Mariposa County Head Start program with a new grantee. The Board also agreed to continue to manage the program until June 30, 2001, to avoid disruption of service for the current school year.

The grant application is requesting funding for the period of March 1, 2001, through June 30, 2001. After June 30, 2001, Mariposa County will relinquish the program to the new grantee.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Head Start program has operated in Mariposa County since 1993. A new program application must be submitted for each year.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not approve the grant application. There will be no federal funding to continue the Mariposa County Head Start through the current school year.

<p>COSTS: (X) Not Applicable</p> <p>A. Budgeted Current FY \$</p> <p>B. Total Anticipated Costs \$</p> <p>C. Required Additional Funding \$</p> <p>D. Internal Transfers \$</p> <p>SOURCE: () 4/5ths Vote Required \$</p> <p>A. Unanticipated Revenues \$</p> <p>B. Reserve for Contingencies \$</p> <p>C. Source Description: _____</p> <p>Balance in Reserve for Contingencies ,if approved: _____</p>	<p>SPECIAL INSTRUCTIONS: List the attachments and number the pages consecutively: Program Summary</p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
<p>CLERKS USE ONLY:</p> <p>Res. No. <u>00-436</u> Ord. No. _____</p> <p>Vote - Ayes: <u>5</u> Noes: _____</p> <p>Absent: _____ Abstained: _____</p> <p>Approved () Denied ()</p> <p>() Minute Order Attached () No Action Necessary</p> <p>The foregoing instrument is a correct copy of the original on file in this office</p> <p>Date: _____</p> <p>ATTEST: _____</p> <p>MARGIE WILLIAMS, Clerk of the Board County of Mariposa, State of California</p> <p>BY: _____</p> <p>Deputy</p>	<p>ADMINISTRATIVE OFFICER'S RECOMMENDATION: This item on agenda as:</p> <p><input checked="" type="checkbox"/> Recommended</p> <p><input type="checkbox"/> Not Recommended</p> <p><input type="checkbox"/> For Policy Determination</p> <p><input type="checkbox"/> Submitted with Comment</p> <p><input type="checkbox"/> Returned for Further Action</p> <p>Comment: _____</p> <p>CAO's Initials: <u>[Signature]</u></p>



December 7, 2000

Dear Policy Committee Member,

Attached you will find the proposed 2001 budget (four months) for your comments and adoption. As discussed with the Budget Committee, there are two major changes. The changes are as follows:

1. Reduction of service level from 77 allocated child slots to 52 allocated child slots.
2. Reduction of service level equals loss of funding allocation in the amount of \$52,297 (77 children = \$159,620; 52 children = \$106,323).

After considerable discussions with management staff, I can no longer support submitting a grant application with goals and objectives that we are unable to meet. Based on past years' enrollment numbers and the current community needs assessment, I have instructed staff to develop a budget based on 52 children (our current enrollment).

In the past, we had to return the allocated dollars for children not served (\$6,134 per child). This has been difficult because outside classroom and home base staff, the supportive and administrative staff is staffed to support 77 children served rather than 52 children. It is difficult to return funds when we have expended the funds by filling the supportive and administrative positions. Therefore, the proposed budget reflects a staffing pattern it can support and continue to provide quality Head Start services.

Based on sound management practices, the budget has been developed based on serving 52 children. The staffing pattern reflects the reduction of funds by \$52,297. To ensure the quality of services is maintained, duties and responsibilities of staff have to be re-distributed. The financial impact is as follows:

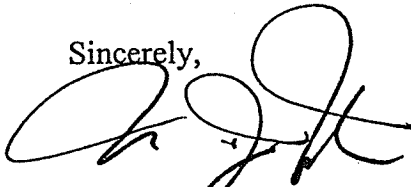
1. Eliminated Assistant Director position;
2. Administrative Aide - 8 hours to 7 hours;
3. Reduction of Health and Family Services Coordinator from 40 hours per week to 20 hours per week;
4. Eliminated Family Support Worker;
5. Eliminated Home Base Educator;

6. Eliminated one Cook;
7. Eliminated one Center Director;
8. Eliminated one part-time Custodian;
9. Reduction in Administrative In-Direct Pool by \$4,500;
10. Continue eight-hour Education Development Services Coordinator (position funded during Quality Improvement Plan);
11. Continue eight-hour Health and Family Services Coordinator (position funded during Quality Improvement Plan).

By utilizing a realistic number of children served, we can meet our established goals and objectives; we can spend time in improving the quality of service versus trying to recruit children to fill vacant slots.

In the future, if there is a need to increase our child slots, we can apply for expansion funds. If you need further clarification, I will be happy to discuss this with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'M.J. Nabors', written over a large, stylized flourish.

M.J. Nabors
Executive Director