



CALL TO ASSEMBLY

Please rise.

- **Pledge of Allegiance (US)**

I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one nation, under God, indivisible, with liberty and justice for all.

- **Pledge of Allegiance (Texas)**

Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.

- **Community Action Promise**

Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community, and we are dedicated to Helping People Help themselves and each other.

- **Our Mission**

CSNT applies all available strategies enabling Northeast Texas families to lead improved, empowered, and self-reliant lives.

- **Our Community Services Vision**

To be the leading organization in our region which empowers families to be self-reliant, educated, and healthy

- **Our Head Start Vision**

To provide a system of education and encouragement which results in school-readiness for young children and their families

- **Invocation**

Board Meeting

Tuesday, December 10, 2024 @ 12:00 Noon

Sweet Briar Farm

357 County Road 1132, Linden, Texas 75563

Cecelia Huff, Board Chairperson

Michelle Morehead, CCAP, NCRT, NCRI, Executive Director

If you need assistance with physical accessibility to the meeting, please call 903-756-5596 x 201

1. Call Meeting to Order

2. Establishment of a Quorum

3. Approval of Agenda 12/10/24 *

4. Approval of Minutes 10/22/24 Meeting and 10/22/24 Nominating Committee Minutes*

5. Chairman's Comments and Recognitions

6. Training

None

7. Committee Reports and Information

- A. Planning & Evaluation – Committee should meet before the January 2025 meeting.
- B. Personnel – Committee should meet before the January 2025 meeting.
- C. Finance – Committee should meet before the January 2025 meeting.
- D. Executive – This Committee meets only when necessary.
- E. Nominating – **Committee met on 10/22/24 at 11:00 AM. Nominations are on the 12/10/24 meeting agenda.**
- F. By Laws- Committee should meet before the January 2025 meeting.

The Chair may make changes to committee rosters and/or develop new committees.

****Committees, other than Executive Committee, get named by the Board Chairperson**

8. Action Items

A. Seat new board member(s), if any*

B. Approve Consent Agenda*

- 1) Head Start/EHS & PIR Reports..... (OS 5.9).....Berny Harris
- 2) Health and Mental Health Services Advisory Committee Action Items – Form 206 TB Questionnaire.....Misty Van Hooser
- 3) Community Services Report.....(OS 5.9).....Amy Perales
- 4) Human Resource Report.....(OS 5.9).....Jim Howard
- 5) Service & HS Transportation Reports..... (OS 5.9)Robert Norton

C. Discuss/Approve 2025 Slate of Officers in lieu of election requires raising of hands*

D. Installation of 2025 Officers *

E. Appointment of Parliamentarian *

9. Staff Reports

- 1) Financial Reports -1.2.3.4.5.6.7.8.9.10..... (OS 8.7) Shelley Mitchell
- 2) Information Technology Report.....(OS 5.9).....David Buford

10. Executive Director's Report

11. Discussion Items

A. Discuss Head Start Program Data

1. School Readiness Performance Fall 2024 Data
2. Parent, Family and Community Engagement Goals Fall 2024 Data
3. CLASS Fall 2024 Data
4. Program Goals Fall 2024 Data

12. Audience Comments

13. Executive Session

The board will enter executive session pursuant to Section 551.001(1)(2)(3)(J), and Section 551.074(1)(2) of the government codes

A. Consultation between the board and its attorney in those instances in which the board seeks the Attorney's advice with respect to pending or contemplated litigation, settlement offers, and other matters where the duty of the attorney to his client requires confidentiality

B. Discussion with respect to the purchase, exchange, lease, or value of real property, negotiated contracts, and prospective gifts or donations to the organization, when such discussion, if made public, would have a detrimental effect on the negotiating position of the organization.

C. Discussion with respect to matters involving the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of an officer or employee or to hear complaints or charges against such officer or employee, unless such officer or employee requests a public session.

D. Discussion with respect to any matter specifically made confidential by law or regulation. Any other exception available by state law

14. Required Action from Executive Session

15. Adjourn Board Meeting

* Requires Board Vote

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Community Services of Northeast Texas, Inc.
Board Meeting MINUTES
October 22, 2024
304 E Houston Street, Linden, Texas 75563

Board Members

Angela Thompson - Absent

Representing Bowie County, Poverty Sector

John Baxter, Treasurer - Present

Representing Texana Bank, Private Sector

Cecelia Huff, Board Chair - Absent

Representing Bowie County, Poverty Sector

Ross Hyde - Present

Representing State Representative, Gary VanDeaver, Public Sector

Harmony Roberson - Present

Representing Cass County, Poverty Sector

Dr. Arcolia Jenkins - Absent

Representing Creating Opportunities in Marion County, Private Sector

Lindsay Hergert - Present

Representing Cass County Judge Travis Ransom, Public Sector

Judge Doug Reeder, Vice-Chair - Present

Morris County Judge, Public Sector

Keri Winters, Secretary - Absent

Representing Linden-Kildare Consolidated Independent School District, Private Sector

Martavius Jones, Parliamentarian - Present

Representing Camp County as Policy Council Liasion, Poverty Sector

CALL TO ORDER

Doug Reeder, Vice Chairman called the meeting to order at 12:17 p.m.

Quorum: established 6 of 11, members present.

AGENDA

Motion: John Baxter, moved to accept the 10/22/2024 agenda as edited and discussed- Remove 8A; 8C- add wording “procurement”

Second: Ross Hyde

All in favor voted aye, none opposed, the motion carried unanimously

MINUTES

Motion: Martavius Jones, moved to accept the 9/24/2024 minutes

Second: Harmony Roberson

All in favor voted aye, none opposed, the motion carried unanimously

CHAIRMAN’S COMMENTS AND RECOGNITIONS

Happy Birthday if you had a birthday.

TRAINING / PRESENTATIONS

Success Stories: Daily struggles and successes of the team and the families that we serve presented by Amy Perales and Frances Evans.

Amy read a card from a client thanking the agency for helping the family go from a one bedroom to a two bedroom.

Frances presented a powerpoint presentation showing the success of previous Head Start students, families, and current staff members.

COMMITTEE REPORTS

- A. Planning & Evaluation – Committee should meet before the January 2025 meeting.
- B. Personnel – Committee should meet before the December 2024 meeting.
- C. Finance – Committee should meet before the December 2024 meeting.
- D. Executive – This Committee meets only when necessary
- E. Nominating – **Committee met on 10/22/2024 at 11:00am. Report on 2025 Slate of Officers recommendations. Nominations will be on December 10, 2024. Judge Reeder read the slate of officers.**
- F. By Laws- Committee should meet before the January 2025 meeting.

The Chair may make changes to committee rosters and/or develop new committees.

****Committees, other than Executive Committee, get named by the Board Chairperson**

Action Items

A. Seat New Board Member(s)

Recommendation from Habitat for Humanity: Ross Hyde- Private Sector
Appointee from Representative Gary VanDeaver- Public Sector
Public Sector Representative

Gary VanDeaver did not send the appointee letter for a public sector representative. Ross Hyde moved from the public sector to private sector.

Motion: Harmony Robertson

Second: John Baxter

All items reviewed and when asked, the Board stipulated that no further discussion was needed on the consent agenda and no items were requested to be removed.

All in favor voted aye, none opposed, the motion carried unanimously

B. Approve Consent Agenda*

- 1) Head Start/EHS & PIR Reports..... (OS 5.9).....Berny Harris
- 2) Head Start Standard Operating Procedures.....Berny Harris
- 3) Head Start Standard Operating Manuals & FormsBerny Harris
- 4) Job Descriptions.....Jim Howard
- 5) Updated Volunteer Rates.....Berny Harris
- 6) 2025 Community Assessment Update.....Berny Harris
- 7) Community Services Report.....(OS 5.9).....Amy Perales
- 8) Human Resource Report.....(OS 5.9).....Jim Howard
- 9) Service & HS Transportation Reports..... (OS 5.9)Robert Norton
- 10) Fall 2024 Circle Assessment Data.....Berny Harris

Motion: Martavius Jones

Second: Lindsay Hergert

All items reviewed and when asked, the Board stipulated that no further discussion was needed on the consent agenda and no items were requested to be removed.

All in favor voted aye, none opposed, the motion carried unanimously

C. Discuss/Approve Financial Policies, Procedures, and Financial Code of Conduct including petty cash expenditure update presented by Shelley Mitchell*

The only change made is moving the procurement amount from \$50.00 to \$100.00.

Motion: John Baxter made a motion to accept as presented

Second: Ross Hyde

All in favor voted aye, none opposed, the motion carried unanimously

D. Discuss/Approve Policy Council By-Laws presented by Berny Harris*

Changes made to the Policy Council By-Laws include one additional campus (Hughes Springs ISD) with an added Policy Council Representative.

Motion: Lindsay Hergert made a motion to accept as presented

Second: Harmony Roberson

All in favor voted aye, none opposed, the motion carried unanimously

E. Discuss/Approve CEAP Service Delivery Plan presented by Bernie Yancey*

Bernie Yancey explained that the last 3 years performance was taken into account on how to go forward into next year with the service delivery of CEAP.

Motion: Martavius Jones made a motion to accept as presented

Second: Harmony Roberson

All in favor voted aye, none opposed, the motion carried unanimously

F. Discuss/Approve Disposal of Vehicles 881 & 882 presented by Robert Norton*

2009 Chevy Impala- electrical issues

2006 GMC Sierra- excessive mileage

Motion: Martavius Jones made a motion to accept as presented

Second: John Baxter

All in favor voted aye, none opposed, the motion carried unanimously

G. Discuss/Approve Board Resolution - Closure of 19 Bank Accounts presented by Michelle Morehead*

Michelle Morehead explained that we currently have 21 accounts at Texana Bank. We have partnered with another agency to train our finance department on chart of accounts changes. Two accounts will remain open including Payroll and Accounts Payable. 19 accounts will be closed by December 31, 2024.

Motion: Lindsay Hergert made a motion to accept as presented

Second: Ross Hyde
All in favor voted aye, none opposed, the motion carried unanimously

9. Staff Reports

1. Financial Reports -1.2.3.4.5.6.7.8.9.10..... (OS 8.7) Shelley Mitchell

Shelley gave the report as presented.

10. Executive Director's Report

Oct 1- Tour of Community First Village, TACAA, New ED Training

The Community First Village was not what we expected and we would not want to model our transitional housing after it.

TACAA included David Bradley speaking about the reauthorization of CSBG. Jason Sabo spoke about not being optimistic about HS/EHS funding needs. There was a separate meeting for Head Start grant recipients. A lot of Texas agencies are in trouble with OHS. We are in a very good place though.

We are preparing for the annual audit.

11. Discussion Items

None

AUDIENCE COMMENTS

Amy- Food Pantry in the Mount Pleasant office is doing well. They are receiving cash and food donations. Food boxes will be provided for 10 households for each of the upcoming holidays.

Ross Hyde- Thank you to Berny and her team for staying strong while other Texas agencies are experiencing turmoil with their Head Start grants.

EXECUTIVE SESSION

The board will enter executive session pursuant to Section 551.001(1)(2)(3)(J), and section 551.074(1)(2) of the government code.

Potential Sale of Properties
Transitional Housing Tenant Update

Motion to enter Executive Session at 12:47pm: John Baxter
Second: Martavius Jones

Motion to exit Executive Session at 1:08pm: John Baxter
Second: Lindsay Hergert

- a. Consultation between the board and its attorney in those instances in which the board seeks the Attorney's advice with respect to pending or contemplated litigation, settlement offers, and other matters where the duty of the attorney to his client requires confidentiality.
- b. Discussion with respect to the purchase, exchange, lease, or value or real property, negotiated contracts, and prospective gifts or donations to the organization, when such discussion, if made public, would have a detrimental effect on the negotiating position of the organization.
- c. Discussion with respect to matters involving the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of an officer or employee or to hear complaints or charges against such officer or employee, unless such officer or employee requests a public session.
- d. Discussion with respect to any matter specifically made confidential by law or regulation. Any other exception available by state law.

REQUIRED ACTION FROM EXECUTIVE SESSION

Motion: John Baxter made a motion to action from Executive Session
Second: Harmony Roberson
All in favor voted aye, none apposed, the motion carried unanimously

ADJOURN

Motion: John Baxter motioned to adjourn at 1:14 pm
Second: Harmony Roberson
Hearing no descent, adjournment passed.

Approved by: _____, on _____, 2024
(Board Secretary) (Date)

Community Services of Northeast Texas, Inc
Nominating Committee Meeting Minutes
October 22, 2024 @ 11:00am
304 East Houston, Linden Texas 75563

Nominating Committee Members Present

John Baxter, Treasurer
Representing Texana Bank, Private Sector
Cecelia Huff, Chairperson – Phone Conference*
Representing Bowie County, Poverty Sector
Judge Doug Reeder, Vice Chairman
Representing Morris County, Public Sector
Martavius Jones, Parliamentarian
Representing Camp County, Poverty Sector

Nominating Committee Members Absent

Keri Winters, Secretary
Representing Linden, Private Sector

CALL TO ORDER

Judge Doug Reeder, Vice Chairman, called to order the nominating committee meeting at 11:05 am.

Established Constitution - One member each from Public, Poverty, and Private Sectors

Established Constitution by Judge Doug Reeder, four members present.

The fifth member will be elected at the next Board meeting, 12/24/2023.

ACTION

Discuss/Approve Nominations for Board Officers 2025

Judge Doug Reeder, Vice Chairman, opened the floor for nominations for Chairperson. Cecelia Huff was nominated for Chairperson. The floor was asked three times, there were no more nominations. Cecelia Huff motioned to cease nominations. Doug Reeder seconded the motion. The motion was put to a vote with a majority of members voting in favor of by signaling aye, none opposed, the motion carried. Judge Doug Reeder opened the floor for nominations for Vice Chairperson. Judge Doug Reeder was nominated for Vice Chairperson. The floor was asked three times, there were no more nominations. Cecelia Huff motioned to cease nominations. John Baxter seconded the motion. The motion was put to a vote with a majority of members voting in favor of by signaling aye, none opposed, the motion carried. Judge Doug Reeder opened the floor for nominations for Secretary. Keri Winters was nominated for Secretary. The floor was asked three times, there were no more nominations. Cecelia Huff motioned to cease nominations. Martavius Jones seconded the motion. The motion was put to a vote with a majority of members voting in favor of by signaling aye, none

opposed, the motion carried. Judge Doug Reeder opened the floor for nominations for Treasurer. John Baxter was nominated for Treasurer. The floor was asked three times, there were no more nominations. Cecelia Huff motioned to cease nominations. Doug Reeder seconded the motion. The motion was put to a vote with a majority of members voting in favor of by signaling aye, none opposed, the motion carried.

A. Decide slate (in the form of a motion to full board)

Chairman	Cecelia Huff
Vice-Chair	Judge Doug Reeder
Treasurer	John Baxter
Secretary	Keri Winters
Parliamentarian	Will be appointed at December 10, 2024 meeting
At large	Will be appointed at December 10, 2024 meeting.

Motion: Cecelia Huff made a motion to present the slate at the October 22, 2024 meeting and send for official vote at the December 10, 2024, Board Meeting except the Parliamentarian which would be appointed by the Chairperson. Martavius Jones seconded the motion.

ADJOURN

John Baxter, Treasurer moved to adjourn the Nominating Committee meeting at 11:12 am
Second: Cecelia Huff, Chairperson

Approved by: _____, on December 10, 2024.
Board Secretary

CSNT Head Start Director's Report PY05/FY24

November Report/October Data

How Are We Doing?



HEAD START Attendance - October 2024

- ✓ **455** Actual Enrollment (Under/Over **-10** Student(s)) – Funded **465**
- ✓ **2.9%** Disability Students – **10%** Target
- ✓ **90.8%** Average Daily Attendance



HEAD START NFS/Indirect Costs/Admin Expenses Rate

- ✓ **\$1,477,955** NFS Collected – **\$1,133,347** NFS Needed
- ✓ **\$299,942** Indirect Costs Collected
- ✓ **11%** Admin Expense Rate



HEAD START CACFP Meals/Reimbursement

- ✓ **\$17,303** Reimbursed This Month - **\$113,630** Reimbursed This Year
- ✓ **21** days of Service – **6,129** Meals Served

Listen with Curocity
Speak with Honesty
Act with Integrity



HEAD START Quality Assurance

- ✓ **133** Files Reviewed/**32** Classrooms Observed/**0** Route Observed
- ✓ **0** Incomes Verified/**0** Interviews/**52** Community Contacts
- ✓ **Self-Assessment** – **4** Findings/**4** Corrections/**0** Remaining
- ✓ **Annual Detailed Monitoring** – **7** Findings/**7** Corrections/**0** Remaining

ANNOUNCEMENTS:

Head Start has updated the Head Start Program Performance Standards. The Agency is in the process of implementing the updates.

CSNT Early Head Start Director's Report PY05/FY24

November Report/October Data

How Are We Doing?



Early HEAD START Attendance - October 2024

- ✓ **16** Actual Enrollment (Under/Over - **0** Student(s)) – Funded **16**
- ✓ **0%** Disability Students – **10%** Target
- ✓ **93.2%** Average Daily Attendance



Early HEAD START NFS/Indirect Costs/Admin Expenses Rate

- ✓ **\$20,143** NFS Collected - **\$67,318** NFS Needed
- ✓ **\$15,824** Indirect Costs Collected
- ✓ **8%** Admin Expense Rate



EARLY HEAD START CACFP Meals/Reimbursements

- ✓ **\$2,559** Reimbursed This Month **\$17,443** Reimbursed This Year
- ✓ **21** days of Service – **919** Meals Served

Listen with Curocity
Speak with Honesty
Act with Integrity



HEAD START Quality Assurance

- ✓ **2** Files Reviewed/**20** Classrooms Observed
- ✓ **0** Incomes Verified/**0** Interviews/**0** Community Contacts
- ✓ **Self-Assessment** – **4** Findings/**4** Corrections/**0** Remaining
- ✓ **Annual Detailed Monitoring** – **7** Findings/**7** Corrections/**0** Remaining

ANNOUNCEMENTS:

Head Start has updated the Head Start Program Performance Standards. The Agency is in the process of implementing the updates.



November 2024 PI/IM Data Report

Head Start Program Instructions (PIs) Released

ACF-OHS-PI-24-07 The effective date in the Head Start Program Performance Standards (the Performance Standards) that raises the CLASS Instructional Support competitive threshold from 2.3 to 2.5 was August 1, 2025. This final rule officially delays the effective date to August 1, 2027.

Head Start Information Memorandums (IMs) Released

ACF-OHS-IM-24-07 This Information Memorandum (IM) outlines the OHS monitoring process for fiscal year 2025 (FY25). It describes the types of monitoring reviews that recipients may experience, highlighting Focus Area 1 (FA1), Focus Area 2 (FA2), Classroom Assessment Scoring System (CLASS®), Risk Assessment Notification (RAN), and unannounced reviews.

This IM supersedes ACF-OHS-IM-24-02 with updates to the FY25 monitoring implementation format.

ACF-OHS-IM-24-06 The Head Start Program Performance Standards (the Performance Standards) at [45 CFR §1302.102\(d\)\(1\)\(ii\)](#), updated on August 21, 2024, require programs to submit reports, as appropriate, to the responsible U.S. Department of Health and Human Services (HHS) official immediately, but no later than seven calendar days, following an incident. This includes reports of any significant incident that affects the health or safety of a child.



Office of Head Start - Head Start Services Snapshot

Community Services Of Northeast Texas, Inc. (2024-2025)

Date

11/6/2024

Funded Enrollment

Number of enrollment slots the program is funded to serve.

	<i># of funded enrollment slots</i>	<i>% of funded enrollment slots</i>
Total Funded Enrollment	465	100.00%

Funded Enrollment by Program Option

	<i># of funded enrollment slots</i>	<i>% of funded enrollment slots</i>
Center-based	465	100.00%
Home-based	0	0%
Family Child Care	0	0%
Locally Designed	0	0%

Detail - Center-based Funded Enrollment

	<i># of center-based funded enrollment slots</i>	<i>% of center-based funded enrollment slots</i>
Number of slots equal to or greater than 1,020 annual hours for Head Start preschool children or 1,380 annual hours for Early Head Start infants and toddlers	455	97.85%
Of these, the number that are available for the full-working-day and full-calendar-year	0	
Number of slots with fewer than 1,020 annual hours for Head Start preschool children or 1,380 annual hours for Early Head Start infants and toddlers	0	0%
Of these, the number that are available for 3.5 hours per day for 128 days	0	
Of these, the number that are available for a full working day	0	

Total Cummulative Enrollment

	<i># of participants</i>	<i>% of participants over Funded Enrollment</i>
Total Cumulative Enrollment	482	3.66%

Participants by Age

	<i># of participants</i>	<i>% of participants</i>
1 Year Old	0	0.00%
2 Years Old	0	0.00%
3 Years Old	216	44.81%
4 Years Old	265	54.98%
5 Years Old	1	0.21%

Homelessness Services

	<i># of children</i>	<i>% of children</i>
Total number of children experiencing homelessness that were served during the enrollment year	19	3.94%

Foster Care

	<i># of children</i>	<i>% of children</i>
Total number of enrolled children who were in foster care at any point in the program year	13	2.70%

Prior Enrollment of Children

	<i># of children</i>	<i>% of children</i>
The second year	156	32.37%
Three or more years	11	2.28%

Ethnicity And Race

	<i># of Hispanic or Latino Origin participants</i>	<i>% of Hispanic or Latino Origin participants</i>	<i># of Non-Hispanic or Non-Latino Origin participants</i>	<i>% of Non-Hispanic or Non-Latino Origin participants</i>
American Indian or Alaska Native	0	0.00%	4	0.83%
Asian	1	0.21%	2	0.41%
Black or African American	11	2.28%	224	46.47%
Native Hawaiian or Pacific Islander	0	0.00%	0	0.00%
White	20	4.15%	126	26.14%
Biracial or Multi-Racial	12	2.49%	44	9.13%
Other Race	36	7.47%	2	0.41%
Unspecified Race	0	0.00%	0	0.00%

Primary Language of Parents at Home

	<i># of children</i>	<i>% of children</i>
English	449	93.15%
Of these, the number of children acquiring/learning another language in addition to English	17	
Spanish	32	6.64%
Central American, South American, or Mexican Languages	0	0.00%
Caribbean Languages	0	0.00%
Middle Eastern or South Asian Languages	0	0.00%
East Asian Languages	1	0.21%
Native North American or Alaska Native Languages	0	0.00%
Pacific Island Languages	0	0.00%
European or Slavic Languages	0	0.00%
African Languages	0	0.00%
American Sign Language	0	0.00%
Other Languages	0	0.00%
Unspecified Languages	19	3.94%

Health Services

<i>Services to All Children at Beginning of Enrollment Year Compared to End of Enrollment Year (based on Cumulative Enrollment)</i>	<i># at Beginning of Enrollment Year</i>	<i>% at Beginning of Enrollment Year</i>	<i># at End of Enrollment Year</i>	<i>% at End of Enrollment Year</i>
Children with health insurance	437	90.66%	433	89.83%
Children with accessible health care	404	83.82%	378	78.42%
Children with up-to-date immunizations or all possible immunizations to date, or exempt	445	92.32%	440	91.29%
Children with accessible dental care	374	77.59%	346	71.78%

Disabilities Services

	<i># of children</i>	<i>% of children</i>
Children with an Individualized Education Program (IEP), indicating they were determined eligible to receive special education and related services	11	2.37%

Family Services

	<i># of families</i>	<i>% of families</i>
Total Number of Families	442	100.00%

	<i># of families</i>	<i>% of families</i>
Families Who Received at Least One Family Service	298	67.42%

Specific Services

	<i># of families</i>	<i>% of families</i>
Emergency or Crisis Intervention	11	2.49%
Housing Assistance	3	0.68%
Asset Building Services	65	14.71%
Mental Health Services	8	1.81%
Substance Misuse Prevention	1	0.23%
Substance Misuse Treatment	0	0.00%
English as a Second Language (ESL) Training	10	2.26%
Assistance in enrolling into an education or job training program	20	4.52%
Research-based parenting curriculum	219	49.55%
Involvement in discussing their child's screening and assessment results and their child's progress	292	66.06%
Supporting transitions between programs	290	65.61%
Education on preventive medical and oral health	291	65.84%
Education on health and developmental consequences of tobacco product use	97	21.95%
Education on nutrition	294	66.52%
Education on postpartum care	3	0.68%
Education on relationship/marriage	7	1.58%
Assistance to families of incarcerated individuals	2	0.45%



Office of Head Start - Early Head Start Services Snapshot

Community Services Of Northeast Texas, Inc. (2024-2025)

Date

11/6/2024

Funded Enrollment

Number of enrollment slots the program is funded to serve.

	<i># of funded enrollment slots</i>	<i>% of funded enrollment slots</i>
Total Funded Enrollment	16	100.00%

Funded Enrollment by Program Option

	<i># of funded enrollment slots</i>	<i>% of funded enrollment slots</i>
Center-based	16	100.00%
Home-based	0	0%
Family Child Care	0	0%
Locally Designed	0	0%

Detail - Center-based Funded Enrollment

	<i># of center-based funded enrollment slots</i>	<i>% of center-based funded enrollment slots</i>
Number of slots equal to or greater than 1,020 annual hours for Head Start preschool children or 1,380 annual hours for Early Head Start infants and toddlers	16	100.00%
Of these, the number that are available for the full-working-day and full-calendar-year	0	
Number of slots with fewer than 1,020 annual hours for Head Start preschool children or 1,380 annual hours for Early Head Start infants and toddlers	0	0%
Of these, the number that are available for 3.5 hours per day for 128 days	0	
Of these, the number that are available for a full working day	0	

Total Cumulative Enrollment

	<i># of participants</i>	<i>% of participants</i>
Total Cumulative Enrollment	16	100.00%

Participants by Age

	<i># of participants</i>	<i>% of participants</i>
Under 1 Year Old	0	0.00%
1 Year Old	3	18.75%
2 Years Old	13	81.25%
3 Years Old	0	0.00%
Pregnant Women	0	0.00%

Homelessness Services

	<i># of children</i>	<i>% of children</i>
Total number of children experiencing homelessness that were served during the enrollment year	2	12.50%

Foster Care

	# of children	% of children
Total number of enrolled children who were in foster care at any point in the program year	2	12.50%

Prior Enrollment of Children

	# of children	% of children
The second year	7	43.75%
Three or more years	0	0.00%

Ethnicity And Race

	# of Hispanic or Latino Origin participants	% of Hispanic or Latino Origin participants	# of Non-Hispanic or Non-Latino Origin participants	% of Non-Hispanic or Non-Latino Origin participants
American Indian or Alaska Native	0	0.00%	0	0.00%
Asian	0	0.00%	0	0.00%
Black or African American	0	0.00%	10	62.50%
Native Hawaiian or Pacific Islander	0	0.00%	0	0.00%
White	2	12.50%	3	18.75%
Biracial or Multi-Racial	0	0.00%	0	0.00%
Other Race	1	6.25%	0	0.00%
Unspecified Race	0	0.00%	0	0.00%

Primary Language of Parents at Home

	# of children	% of children
English	14	87.50%
Of these, the number of children acquiring/learning another language in addition to English	0	0.00%
Spanish	2	12.50%
Central American, South American, or Mexican Languages	0	0.00%
Caribbean Languages	0	0.00%
Middle Eastern or South Asian Languages	0	0.00%
East Asian Languages	0	0.00%
Native North American or Alaska Native Languages	0	0.00%
Pacific Island Languages	0	0.00%
European or Slavic Languages	0	0.00%
African Languages	0	0.00%
American Sign Language	0	0.00%
Other Languages	0	0.00%
Unspecified Languages	0	0.00%

Health Services

<i>Services to All Children at Beginning of Enrollment Year Compared to End of Enrollment Year (based on Cumulative Enrollment)</i>	# at Beginning of Enrollment Year	% at Beginning of Enrollment Year	# at End of Enrollment Year	% at End of Enrollment Year
Children with health insurance	16	100.00%	15	93.75%
Children with accessible health care	15	93.75%	15	93.75%
Children with up-to-date immunizations or all possible immunizations to date, or exempt	15	93.75%	15	93.75%
Children with accessible dental care	13	81.25%	13	81.25%

Disabilities Services

	<i># of children</i>	<i>% of children</i>
Children with an Individualized Family Service Plan (IFSP), indicating they were determined eligible to receive early intervention services	0	0.00%


Family Services

	<i># of families</i>	<i>% of families</i>
Total Number of Families	16	100.00%

	<i># of families</i>	<i>% of families</i>
Families Who Received at Least One Family Service	7	43.75%

Specific Services

	<i># of families</i>	<i>% of families</i>
Emergency or Crisis Intervention	0	0.00%
Housing Assistance	0	0.00%
Asset Building Services	0	0.00%
Mental Health Services	0	0.00%
Substance Misuse Prevention	0	0.00%
Substance Misuse Treatment	0	0.00%
English as a Second Language (ESL) Training	1	6.25%
Assistance in enrolling into an education or job training program	0	0.00%
Research-based parenting curriculum	7	43.75%
Involvement in discussing their child's screening and assessment results and their child's progress	7	43.75%
Supporting transitions between programs	7	43.75%
Education on preventive medical and oral health	7	43.75%
Education on health and developmental consequences of tobacco product use	0	0.00%
Education on nutrition	7	43.75%
Education on postpartum care	0	0.00%
Education on relationship/marriage	0	0.00%
Assistance to families of incarcerated individuals	0	0.00%

FORM	P	
206	Revised	
	6-Nov-24	

Community Services of Northeast Texas, Inc.

304 E.Houston • P.O. Box 427

Linden, Texas 75563



TB Questionnaire / Survey

Why do I have to fill out this form?

CSNT Personnel Policies and Procedures - Policy 183

All new employees will have a pre-employment TB skin test and/or chest x-ray; additionally every 12 months, each CSNT employee will be required to complete a confidential TB survey. (appropriate action will be taken based on the results of the screen).

State Minimum Standard Rules for Licensed Child-Care Centers - 746.901 (3)

a copy of a health care or physician's statement verifying the employee is free of active tuberculosis, if required by the regional Texas Department of State Health Services TB program or local health authority must be maintained in the employee's personnel file.

Head Start Performance Standards - 1302.93 (a)

Grantee and delegate agencies must assure that each staff member has an initial health examination (that includes screening for tuberculosis) and a periodic re-examination (as recommended by their health care provider or as mandated by State, Tribal, or local laws) so as to assure that they do not, because of communicable diseases, pose a significant risk to the health or safety of others in the Early Head Start or Head Start Preschool program that cannot be eliminated or reduced by reasonable accommodation. This requirement must be implemented consistent with the requirements of the Americans with Disabilities Act and section 504 of the Rehabilitation Act.

What is the purpose of this form?

This survey/questionnaire is to assess an adult individual's risk for TB infection or TB disease. TB is transmitted from one person to another through airborne droplets that are coughed or sneezed into the air and breathed in by another person who spends a lot of time with an infectious person. An individual can have TB infection but not have TB disease. TB infection (positive Skin test, no symptoms, chest x-ray normal) may cause TB disease in some people years later. TB infection is more likely to be transmitted in certain risk categories. TB disease in adults frequently causes symptoms. See your health care provider if you have unexplained symptoms.

Who gets this form, and how should I deliver it to them?

Directions: Please complete this confidential questionnaire / survey and return it in a **SEALED ENVELOPE** marked **PERSONAL and CONFIDENTIAL** to the Human Resources Department within ten (10) days. Head Start Campus Directors are required to keep a copy of this form in the employee/provider/volunteer confidential medical file.

You do not have to provide a YES or NO answer to the following questions, however, if you can answer YES to ANY of the questions below, you must mark the SCHEDULE ME box at the bottom.

- Have you lived or worked with anyone with TB disease? (see above)
- Were you born in or have you lived in or visited a country where there is a lot of TB?
(Asia, Africa, Central or South America, Eastern Europe)
- Have you been homeless or stayed in a shelter within the last 12 months?
- Have you been incarcerated or worked in a jail or prison within the last 12 months?
- Do you have any of the following **unexplained and untreated** conditions?

Cough for more than two weeks, loss of appetite, unexpected, rapid weight loss, chest pain, fever, chills or night sweats.

SCHEDULE ME for a TB screen. (Human Resources will contact you)

Printed Name	Work Location
Signature	Date
Please check one: Agency Employee <input type="checkbox"/> Service Provider <input type="checkbox"/> Volunteer/Other <input type="checkbox"/> _____	For office use



Our CEAP staff has ensured that all qualifying applications have been processed. There will be thousands of warm customers this holiday season.

Mrs. Teresa Webb is making sure the Angels from our Counties, Marion and Cass, will have something to open on Christmas Morning. We have served over 100 children this Christmas with our Salvation Army Angel Tree Program.



Our staff for the CSBG Programs (TOPS, REENTRY, and Stabilization) are empowering customers toward Self-Sufficiency.



Participation was agency-wide in the "Pink Out" fight against Breast Cancer!

The Mount Pleasant Food Pantry made 10 Thanksgiving boxes for some of our most needy customers. We plan on at least 15 Christmas boxes.



The Agency Wide food drive challenge was a success. The Head Start Management Building won with **10170** points.





Human Resources Report

Submitted by: Jim Howard - Human Resources Manager

Total Employee Count 92 as of 11/2/2024

	Total Employees	Full Time Includes alloc	Part Time Regular Emp	Sub/Temp	Information
Head Start	78	73	1	4	1 Termination
Early Head Start	3	3	0	0	
CSBG/CEAP	10	10	0	0	2 Terminations
ICP	7	7	0	0	1 Termination

Employee Attendance Report	Personal Leave	LWOP	Total Hours Absent	Information
Pay Period 10/6/2024 - 10/19/2024	Used	Used		
Head Start Staff	331.25	156.25	487.50	Unfilled Positions 3
<i>Hours worked by Subs</i> 211.00				
Early Head Start Staff	13.25	24.00	37.25	Unfilled Positions 0
<i>Hours worked by Subs</i>				
CSBG/CEAP Staff	34.75	0.50	35.25	Unfilled Positions 0
ICP Staff	22.50	0.00	22.50	Unfilled Positions 0
Number of Employer's Initial Report (DWC-1) Forms filed during this pay period			0	
Resulting in time lost: 0		Requiring medical attention: 0		

Employee Attendance Report	Personal Leave	LWOP	Total Hours Absent	Information
Pay Period 10/20/2024 - 11/2/2024	Used	Used		
Head Start Staff	400.75	96.25	497.00	
<i>Hours worked by Subs</i> 165.25				
Early Head Start Staff	13.75	0.00	13.75	
<i>Hours worked by Subs</i>				
CSBG/CEAP Staff	24.25	0.00	24.25	
ICP Staff	13.75	0.00	13.75	
Number of Employer's Initial Report (DWC-1) Forms filed during this pay period			0	

Resulting in time lost:

Requiring medical attention:

LWOP Savings	\$	4,235.33	\$	15.29	277.00	14.15 average hourly rate
HS Sub Usage Expense	\$	2,110.00	\$	10.00	211	\$10.75 average hourly sub rate
Savings for both periods	\$	2,125.33				
Change in Potential Liability with Leave Earned and Used	\$	3,653.65				

Service Department Report

NOV 2024

Service Department

Department makeup

3 full time employees

0 temporary employees

0 Head Start employees under temporary supervision.

Head Start Transportation

Cost per child to transport:

Transportation Costs:

	Children	Staff	Children	Staff
Vehicle Maintenance cost (Campus)			YTD =	
Vehicle Maintenance cost (Buses)			YTD =	
Vehicle Maintenance cost (Exec. Office)			YTD =	
Vehicle fuel cost (Gas Campus)		178.12	YTD =	3774.76
Vehicle fuel cost (Exec. Office)		606.64	YTD =	14255.12
Vehicle fuel cost (BUS CAMPUS)		25.90	YTD =	2107.00
Vehicle insurance cost (Buses)			YTD =	
Vehicle driver cost buses			YTD =	
Total transportation cost:		1626.55		
Total number transported:		0		

Monthly Vehicle Cost Summary	Aug
-------------------------------------	------------

<u>By Program</u>		
	Fuel	Repairs
TBRA	-	-
CSBG	646.82	501.48
CEAP	-	-
VSN	-	-
		1,148.30

<u>By Location</u>		
	Fuel	Repairs
Jefferson	55.18	14.50
Linden	381.79	438.98
Linden Shop	209.85	-
Daingerfield	-	48.00
	-	-
		1,148.30

<u>By Vehicle</u>				
#	Fuel	Repairs	Total	Location
801	148.81	-	148.81	Linden Shop
844	-	-	-	Linden
888	-	-	-	Linden
881	-	-	-	Linden
882	-	-	-	Linden
883	61.04	-	61.04	Linden Shop
884	53.86	-	53.86	Linden
885	-	48.00	48.00	Daingerfield
886	55.18	14.50	69.68	Jefferson
887	306.93	438.98	745.91	Linden
838	21.00	-	21.00	Linden
			1,148.30	

Head Start

Financial Report for the month of November 2024

(October 2024 Expenditures)

<u>Funding Source</u>	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Balance</u>	<u>Monthly Budget</u>	<u>YTD Budget</u>	<u>(Over)/Under</u>
<i>12 month program ending 11-30-2024</i>							
Personnel	\$2,259,638.00	\$149,517.13	\$1,927,009.34	\$332,628.66	\$188,303.17	\$2,071,334.83	\$144,325.49
Fringe Benefits	\$559,846.00	\$37,922.12	\$445,107.38	\$114,738.62	\$46,653.83	\$513,192.17	\$68,084.79
Travel (4120)	\$10,000.00	\$3,334.27	\$14,198.38	(\$4,198.38)	\$833.33	\$9,166.67	(\$5,031.71)
Equipment	\$48,000.00	\$0.00	\$47,138.50	\$861.50	\$4,000.00	\$44,000.00	(\$3,138.50)
Supplies	\$245,000.00	\$16,315.42	\$151,782.50	\$93,217.50	\$20,416.67	\$224,583.33	\$72,800.83
Contractual	\$291,066.00	\$144,038.00	\$291,066.00	\$0.00	\$24,255.50	\$266,810.50	(\$24,255.50)
Facilities / Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other (4120)	\$30,381.00	\$1,890.00	\$11,771.87	\$18,609.13	\$2,531.75	\$27,849.25	\$16,077.38
Other (4122)	\$1,049,075.00	\$83,787.33	\$988,991.07	\$60,083.93	\$87,422.92	\$961,652.08	(\$27,338.99)
Total	\$4,493,006.00	\$436,804.27	\$3,877,065.04	\$615,940.96	\$374,417.17	\$4,118,588.83	\$241,523.79
T&TA	\$40,381.00	\$5,224.27	\$25,970.25	\$14,410.75	\$3,365.08	\$37,015.92	\$11,045.67
Total							
USDA Reimbursements through September 2024							\$96,326.56
Estimated USDA Reimbursement for October 2024							\$17,303.41
							<u>\$355,153.76</u>
							Resulting (over)/under with USDA

* Total Over/Under without USDA

Accruals: \$4.00
 Actual year end payroll accrual \$95,000.00

Further Analysis	
Number of children	465
Number of classrooms	26

	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Monthly Budget</u>	<u>YTD Budget</u>	<u>(Over)/Under</u>
Per Classroom	\$172,807.92	\$16,800.16	\$149,117.89	\$14,400.66	\$158,407.26	\$9,289.38
Per Child	\$9,662.38	\$939.36	\$8,337.77	\$805.20	\$8,857.18	\$519.41

IN-KIND (Non-Federal Share)				
	Needed	This month	Total	Still need
	\$1,133,347.00	\$151,153.81	\$1,400,224.02	(\$266,877.02)

Early Head Start

Financial Report for the month of November 2024

(October 2024 Expenditures)

<u>Funding Source</u>	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Balance</u>	<u>Monthly Budget</u>	<u>YTD Budget</u>	<u>(Over)/Under</u>
<i>12 month program ending 11-30-2024</i>							
Personnel	\$150,316.00	\$9,106.98	\$122,837.12	\$27,478.88	\$12,526.33	\$137,789.67	\$14,952.55
Fringe Benefits	\$37,191.00	\$2,432.56	\$24,484.47	\$12,706.53	\$3,099.25	\$34,091.75	\$9,607.28
Travel (4120)	\$2,190.00	\$216.46	\$1,584.68	\$605.32	\$182.50	\$2,007.50	\$422.82
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies	\$15,250.00	\$479.38	\$5,400.78	\$9,849.22	\$1,270.83	\$13,979.17	\$8,578.39
Contractual	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Facilities / Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other (4120)	\$3,067.00	\$822.50	\$2,212.75	\$854.25	\$255.58	\$2,811.42	\$598.67
Other (4122)	\$55,997.00	\$2,232.92	\$36,995.10	\$19,001.90	\$4,666.42	\$51,330.58	\$14,335.48
Total	\$264,011.00	\$15,290.80	\$193,514.90	\$70,496.10	\$22,000.92	\$242,010.08	\$48,495.18
T&TA	\$5,257.00	\$1,038.96	\$3,797.43	\$1,459.57	\$438.08	\$4,818.92	\$1,021.49
Total							
USDA Reimbursements through September 2024							\$14,883.84
Estimated USDA Reimbursement for October 2024							\$2,559.27
							<u>\$65,938.29</u>
							Resulting (over)/under with USDA

* Total Over/Under without USDA

Accruals:

Actual year end payroll accrual \$5,900.00

Further Analysis	
Number of children	16
Number of classrooms	2

	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Monthly Budget</u>	<u>YTD Budget</u>	<u>(Over)/Under</u>
Per Classroom	\$132,005.50	\$7,645.40	\$96,757.45	\$11,000.46	\$121,005.04	\$24,247.59
Per Child	\$16,500.69	\$955.68	\$12,094.68	\$1,375.06	\$15,125.63	\$3,030.95

IN-KIND (Non-Federal Share)				
	<u>Needed</u>	<u>This month</u>	<u>Total</u>	<u>Still need</u>
	\$67,318.00	\$2,025.49	\$20,139.61	\$47,178.39

HEAD START and EARLY HEAD START NUTRITION PROGRAM

November 2024 Financial Report

For the month of October 2024

CACFP

		<u>Expenditures</u>	<u>Total To Date</u>
Operating Labor	\$	5,247.04	5,247.04
Administrative Labor		586.54	586.54
Food		8,882.07	8,882.07
Supplies & Equipment		259.83	259.83
Purchased Services		-	0.00
Financial Costs		-	0.00
Media Costs		-	0.00
Operating Org Cost		625.00	625.00
Other		-	0.00
Total	\$	15,600.48	\$ 15,600.48

TDHS REVENUE 20,573.68 20,573.68
(Income Starts October 2024)

CSBG 2024

Financial Report for the month of November 2024

CSBG Current Program (October 2024 Expenditures)

% of contract	83%
% of money	63%

Funding Source	Amount Funded	Expenditures	Total To Date	Balance	Monthly	YTD	(Over)/Under
					Budget	Budget	
<i>Community Services Block Grant (CSBG) 12 month program ending 12/31/2024</i>							
Personnel	\$0.00	11,868.13	\$127,564.21	(\$127,564.21)	\$0.00	\$0.00	(\$127,564.21)
Fringe Benefits	0.00	1,418.75	\$20,790.57	(20,790.57)	0.00	0.00	(20,790.57)
Travel*	0.00	(52.77)	\$4,640.05	(4,640.05)	0.00	0.00	(4,640.05)
Equipment	0.00	126.44	\$2,073.65	(2,073.65)	0.00	0.00	(2,073.65)
Supplies	0.00	440.06	\$3,416.29	(3,416.29)	0.00	0.00	(3,416.29)
Contractual	0.00	495.92	\$3,222.88	(3,222.88)	0.00	0.00	(3,222.88)
Other	0.00	7,887.83	\$91,994.28	(91,994.28)	0.00	0.00	(91,994.28)
Indirect Costs	0.00	0.00	\$20,447.22	(20,447.22)	0.00	0.00	(20,447.22)
Total	\$436,850.00	\$22,184.36	\$274,149.15	\$162,700.85	\$36,404.17	\$364,041.67	\$89,892.52

CEAP 2024

Financial Report for the month of November 2024

CEAP Current Program (October 2024 Expenditures)

% of contract	83%
% of money	90%

	Amount Funded	Expenditures	Total To Date	Balance		Contract Budget		
						Minimum	Maximum	
Administration*	\$267,080.00	10,261.54	\$259,165.47	\$7,914.53	8%	\$22,256.67	min \$206,604.54	max (\$52,560.93)
Household Crisis**	1,486,900.00	2,045.34	\$79,876.91	1,407,023.09		289,420.52	min 1,486,900.00	max 1,407,023.09
Utility Assistance**	1,486,900.00	65,046.38	\$2,814,328.31	(1,327,428.31)		289,420.52	min 1,486,900.00	max (1,327,428.31)
Program Services	455,793.00	14,950.84	\$178,938.82	276,854.18	6%	37,982.75	min 245,851.52	max 66,912.70
Training Travel	2,500.00	0.00	\$21.71	2,478.29		0.00	min 2,500.00	max 2,478.29
Total	\$3,699,173.00	\$92,304.10	\$3,332,331.22	\$366,841.78		\$639,080.46	\$3,428,756.06	\$96,424.84

*Cannot be over-budget by end of contract **Must be at least 10% of total expenditures

Compliance calculation used, Admin = 6.0% of total grant, Program Services = 6.25% of direct expenditures

Admin with Future Payments 7.8%

CSBG D 2024 -2025

Financial Report for the month of November 2024

CSBG Current Program (October 2024 Expenditures)

% of contract	50%
% of money	17%

<u>Funding Source</u>	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Balance</u>	<u>Monthly Budget</u>	<u>YTD Budget</u>	<u>(Over)/Under</u>
<i>Community Services Block Grant Discretionary (CSBG D) 12 month program ending 04/30/2025</i>							
Personnel	\$5,600.00	995.41	\$3,242.77	\$1,251.95	\$466.67	\$2,800.00	(\$442.77)
Fringe Benefits	3,120.00	25.55	\$202.79	2,917.21	260.00	1,560.00	1,357.21
Travel*	0.00	0.00	\$0.00	0.00	0.00	0.00	0.00
Equipment	0.00	0.00	\$0.00	0.00	0.00	0.00	0.00
Supplies	0.00	0.00	\$0.00	0.00	0.00	0.00	0.00
Contractual	0.00	0.00	\$0.00	0.00	0.00	0.00	0.00
Direct Client Services	81,280.00	3,500.96	\$13,068.67	68,211.33	6,773.33	40,640.00	27,571.33
Indirect Costs	10,000.00	0.00	\$0.00	10,000.00	833.33	5,000.00	5,000.00
Total	\$100,000.00	\$4,521.92	\$16,514.23	\$83,485.77	\$8,333.33	\$50,000.00	\$33,485.77

CEAP SUPPLEMENTAL

Financial Report for the month of November 2024

CEAP Current Program (October 2024 Expenditures)

% of contract	83%
% of money	86%

<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Balance</u>		<u>Contract Budget</u>					
					Minimum		Maximum			
Administration*	\$12,514.00	0.00	\$10,067.00	\$2,447.00	7%	\$1,042.83	min	\$9,220.77	max	(\$846.23)
Household Crisis**	69,719.00	0.00	\$0.00	69,719.00		13,865.50	min	69,719.00	max	69,719.00
Utility Assistance**	69,719.00	0.00	\$138,655.04	(68,936.04)		13,865.50	min	69,719.00	max	(68,936.04)
Program Services	21,372.00	0.00	\$0.00	21,372.00	0%	1,781.00	min	11,092.40	max	11,092.40
Training Travel	0.00	0.00	\$0.00	0.00		0.00	min	0.00	max	0.00
Total	\$173,324.00	\$0.00	\$148,722.04	\$24,601.96		\$30,554.84		\$159,751.17		\$11,029.13

CSBG D 2024-2025 - 2

Financial Report for the month of August 2024

CSBG Current Program (July 2024 Expenditures)

% of contract	40%
% of money	54%

<u>Funding Source</u>	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Balance</u>	<u>Monthly Budget</u>	<u>YTD Budget</u>	<u>(Over)/Under</u>
<i>Community Services Block Grant Discretionary (CSBG D) 10 month program ending 05/31/2025</i>							
Personnel	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fringe Benefits	0.00	0.00	\$0.00	0.00	0.00	0.00	0.00
Travel*	0.00	0.00	\$0.00	0.00	0.00	0.00	0.00
Equipment	0.00	0.00	\$0.00	0.00	0.00	0.00	0.00
Supplies	0.00	0.00	\$0.00	0.00	0.00	0.00	0.00
Other	1,428.00	0.00	\$775.00	653.00	142.80	571.20	(203.80)
Direct Client Services	0.00	0.00	\$0.00	0.00	0.00	0.00	0.00
Indirect Costs	0.00	0.00	\$0.00	0.00	0.00	0.00	0.00
Total	\$1,428.00	\$0.00	\$775.00	\$653.00	\$142.80	\$571.20	(\$203.80)

Community Services of Northeast Texas, Inc.

Credit Usage Report

Board Report -November 2024

Sam's Club

Purchases for October 2024		715.16
Payment due by 10/28/2024	Pd on 10/22/2024	<u>(715.16)</u>
Balance		-

American Express

Purchases for September 2024		8,539.30
Payment due by ---	Pd on 10/09/2024	<u>(8,539.30)</u>
Balance		-

American Express

Purchases for September 2024 & October 2024		5,594.69
Payment due by ---	Pd on 10/30/2024	<u>(5,594.69)</u>
Balance		-

Texana Bank Line of Credit

Program		
Highest October 2024 Balance	-	
Current balance	-	
Exp pay off date		

Local Admin In House Line of Credit

Program	CSBG A	VSN
Highest October 2024 Balance	12,007.54	19,319.00
Current balance	12,007.54	19,319.00
Exp pay off date		

CSNT Line of Credit

Program	
Highest October 2024 Balance	-
Current balance	-
Exp pay off date	



Corporate Purchasing Cardmember Report

Sign-up For
Online Statements

www.americanexpress.com/gopaperless

Prepared For
MICHELLE MOREHEAD
CSNT INC

Account Number
XXXX-XXXX-XXXX-XXXX

Closing Date
09/28/24

Page 1 of 3

Previous Balance \$	New Charges \$	Other Debits \$	Payments \$	Other Credits \$	Balance Due \$	Do Not Pay
4,556.19	8,006.21	103.71	0.00	1,087.76	11,578.35	For important information regarding your account refer to page 2.

\$7022.16 pay

Your account is past due, please contact your program administrator.

For assistance or questions about your account, contact us at www.americanexpress.com/checkyourbill or call Customer Service at 1-800-492-4920.

Do not staple or use paper clips
Payment Coupon

Account Number [REDACTED]

Enter 15 digit account number on all payments.

MICHELLE MOREHEAD
CSNT INC
304 E HOUSTON ST
LINDEN TX 75563-5600

See reverse side for instructions on how to update your address, phone number, or email.

Payments: The American Express® Corporate Purchasing Card statement is payable in full by your Company upon receipt. Payments received after 5:00pm may not be credited until the next day. Payments must be made in US currency, with a single draft or check drawn on a US bank and payable in US dollars or with a single negotiable instrument payable in US dollars and clearable through the US banking system, or through an electronic payment method clearable through the US banking system. The Account number must be included on or with all payments. If payment does not conform to these requirements, crediting may be delayed and additional Charges may be imposed. If we accept payment made in a foreign currency, we will choose a conversion rate that is acceptable to us to convert remittance into US currency, unless a particular rate is required by law. Please do not send post-dated checks. They will be deposited upon receipt. Our acceptance of any payment marked with a restrictive legend will not operate as an accord and satisfaction without our express prior written approval.

Authorization for Electronic Debit: We will process checks electronically, at first presentment and any re-presentments, by transmitting the amount of the check, routing number, account number and check serial number to the financial institution, unless the check is not processable electronically or a less costly process is available. By submitting a check for payment, Company authorizes us to initiate an electronic debit from its bank or asset account. When we process a check electronically, payment may be debited to the bank or asset account as soon as the same day we receive the check, and that cancelled check will not be received with that bank or asset account statement. If we cannot collect the funds electronically we may issue a draft against the bank or asset account for the amount of the check. If you currently send in an individual payment for expenses on the Corporate Purchasing Card, please note that you are eligible to pay your bill online.

Authorization for Electronic Payments: By using Pay By Computer, Pay By Phone or any other electronic payment service of ours, you will be authorizing us to initiate an electronic debit to the financial account you specify in the amount you request. Payments received after 5:00pm may not be credited until the next day.

Transactions Made in Foreign Currencies: If you incur a Charge in a foreign currency, it will be converted into US dollars on the date it is processed by us or our agents. Unless a particular rate is required by applicable law, we will choose a conversion rate that is acceptable to us for that date. Currently the conversion rate that we use for a Charge in a foreign currency is no greater than (a) the highest official conversion rate published by a government agency, or (b) the highest interbank conversion rate identified by us from customary banking sources, on the conversion date or the prior business day, **in each instance increased by 2.5%**. This conversion rate may differ from rates in effect on the date of your Charge. Charges converted by establishments (such as airlines) will be billed at the rates such establishments use.

In Case of Errors or Questions About Your Bill: If you think your bill is incorrect, or if you need more information about a transaction on your bill, please call 1-800-492-4920 or the number on the back of your Card. You can also write us on a separate sheet of paper at the Customer Service address noted to the right. If you have a dispute concerning goods and services purchased with the Corporate Purchasing Card, you should contact the merchant directly. If you are unable to obtain resolution, please contact us at 1-800-492-4920.

When Contacting Us Regarding Errors or Questions: We must hear from you no later than 60 days after we send you the first bill on which the error or problem appeared. When contacting us, please give us the following information: 1. Your name and account number; 2. The dollar amount of the suspected error; 3. Describe why you believe there is an error. If you need more information, describe the item you are unsure about.

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americanexpress.com/checkyourbill



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If your Card has been lost or stolen, please call 1-800-492-4920.

International Collect:
1-336-393-1111

Hearing Impaired Services:
Dial Relay 711 and
1-800-492-4920

Large Print and Braille Statements:
1-800-492-4920



Customer Service
P.O. Box 53611
Phoenix, AZ
85072-3611

Change of Address, phone number, email

- Online at www.americanexpress.com/updatecontactinfo
- Via Mobile device
- Voice automated: call the number on the back of your card
- For Name, Company Name, and Foreign Address or Phone changes, please call Customer Care

Please do not add any written communication or address change on this stub.



Prepared For
MICHELLE MOREHEAD
CSNT INC

Account Number
[REDACTED]

Closing Date
09/28/24

Activity Date reflects either transaction or posting date

Card Number	Reference Code	Amount \$
09/26/24 CLDTKN AMZN MKTP US*JJ71V2X AMZN.COM/BILL W HAMJ6JDEY 113-2578275-7310698109 09/26/24 ROC NUMBER HAMJ6JDEY6ZC		23.97
09/26/24 CLDTKN AMZN MKTP US*LO6JZ2V AMZN.COM/BILL W 66RJEWMOU 113-1452011-7267498109 09/26/24 ROC NUMBER 66RJEWMOUWKL		2,537.99
09/26/24 CLDTKN AMZN MKTP US*M91S341 AMZN.COM/BILL W 4QAGMZPWD 113-3511305-5854698109 09/26/24 ROC NUMBER 4QAGMZPWDAXP		2,519.91
09/26/24 CLDTKN AMZN MKTP US*RW7Y96U AMZN.COM/BILL W 6LBYGZ1KT 113-7981772-9581098109 09/26/24 ROC NUMBER 6LBYGZ1KT18X		175.99
09/21/24 CC MORTGAGE-APPR 000 CLEVELAND OH REF# 55200087 440-262-3539 09/20/24 PROFESSIONAL SEVICE ROC NUMBER 55200087	55200087000	550.00
09/24/24 HILTON GARDEN INN AU AUSTIN TX FOL# 138876 HILTON GARDEN 09/24/24 ARRIVAL DATE DEPARTURE DATE 08/19/24 08/21/24 00 ROC NUMBER 138876	61383604700	-351.77 Credit
09/24/24 HILTON GARDEN INN AU AUSTIN TX FOL# 138877 HILTON GARDEN 09/24/24 ARRIVAL DATE DEPARTURE DATE 08/19/24 08/21/24 00 ROC NUMBER 138877	61383604800	-351.77 Credit
09/24/24 HILTON GARDEN INN AU AUSTIN TX FOL# 138878 HILTON GARDEN 09/24/24 ARRIVAL DATE DEPARTURE DATE 08/19/24 08/21/24 00 ROC NUMBER 138878	61383604900	-351.77 Credit
09/25/24 PAR*TACOS 4 LIFE - T TEXARKANA TX REF# 999999942695 8702458599 09/24/24 FAST FOOD REST. ROC NUMBER 9999999426950007	99999994269	610.35
09/25/24 PAR*TACOS 4 LIFE - T TEXARKANA TX REF# 999999942695 8702458599 09/24/24 FAST FOOD REST. ROC NUMBER 9999999426950007	99999994269	-32.45 Credit
08/29/24 RUBBERCYCLE, LLC 732-363-0600 NJ REF# 211051742420 MAKES AND SE 08/28/24	21105174242	674.00
08/29/24 RUBBERCYCLE, LLC 732-363-0600 NJ REF# 211051742420 MAKES AND SE 08/28/24	21105174242	674.00
09/03/24 STARLINK INTERNET HAWTHORNE CA REF# #####Tvd5Ze COMPUTER NETWOR 09/03/24		120.00
09/14/24 WIPFLI LLP WIPFLI LL MADISON WI REF# 321739242579 CIVIC & SOCIAL 09/12/24	32173924257	120.00
09/28/24 DELINQUENCY CHARGE ON 3,468.43		103.71
Total for MICHELLE MOREHEAD	New Charges/Other Debits Payments/Other Credits	8,109.92 -1,087.76



Corporate Purchasing Cardmember Report

Sign-up For
Online Statements

www.americanexpress.com/gopaperless

Prepared For
BERNARD YANCEY
CSNT INC

Account Number
XXXX-XXXX-XXXX-XXXX
Closing Date
09/28/24

Page 1 of 3

Previous Balance \$	New Charges \$	Other Debits \$	Payments \$	Other Credits \$	Balance Due \$	Do Not Pay
1,479.82	1,472.89	44.25	0.00	0.00	2,996.96	For important information regarding your account refer to page 2.

\$1517.14 pay

Your account is past due, please contact your program administrator.

For assistance or questions about your account, contact us at www.americanexpress.com/checkyourbill or call Customer Service at 1-800-492-4920.

Do not staple or use paper clips
Payment Coupon

BERNARD YANCEY
CSNT INC
POB 427
LINDEN TX 75563

Account Number [REDACTED]

Enter 15 digit account number on all payments.

See reverse side for instructions on how to update your address, phone number, or email.

Payments: The American Express® Corporate Purchasing Card statement is payable in full by your Company upon receipt. Payments received after 5:00pm may not be credited until the next day. Payments must be made in US currency, with a single draft or check drawn on a US bank and payable in US dollars or with a single negotiable instrument payable in US dollars and clearable through the US banking system, or through an electronic payment method clearable through the US banking system. The Account number must be included on or with all payments. If payment does not conform to these requirements, crediting may be delayed and additional Charges may be imposed. If we accept payment made in a foreign currency, we will choose a conversion rate that is acceptable to us to convert remittance into US currency, unless a particular rate is required by law. Please do not send post-dated checks. They will be deposited upon receipt. Our acceptance of any payment marked with a restrictive legend will not operate as an accord and satisfaction without our express prior written approval.

Authorization for Electronic Debit: We will process checks electronically, at first presentment and any re-presentments, by transmitting the amount of the check, routing number, account number and check serial number to the financial institution, unless the check is not processable electronically or a less costly process is available. By submitting a check for payment, Company authorizes us to initiate an electronic debit from its bank or asset account. When we process a check electronically, payment may be debited to the bank or asset account as soon as the same day we receive the check, and that cancelled check will not be received with that bank or asset account statement. If we cannot collect the funds electronically we may issue a draft against the bank or asset account for the amount of the check. If you currently send in an individual payment for expenses on the Corporate Purchasing Card, please note that you are eligible to pay your bill online.

Authorization for Electronic Payments: By using Pay By Computer, Pay By Phone or any other electronic payment service of ours, you will be authorizing us to initiate an electronic debit to the financial account you specify in the amount you request. Payments received after 5:00pm may not be credited until the next day.

Transactions Made in Foreign Currencies: If you incur a Charge in a foreign currency, it will be converted into US dollars on the date it is processed by us or our agents. Unless a particular rate is required by applicable law, we will choose a conversion rate that is acceptable to us for that date. Currently the conversion rate that we use for a Charge in a foreign currency is no greater than (a) the highest official conversion rate published by a government agency, or (b) the highest interbank conversion rate identified by us from customary banking sources, on the conversion date or the prior business day, **in each instance increased by 2.5%**. This conversion rate may differ from rates in effect on the date of your Charge. Charges converted by establishments (such as airlines) will be billed at the rates such establishments use.

In Case of Errors or Questions About Your Bill: If you think your bill is incorrect, or if you need more information about a transaction on your bill, please call 1-800-492-4920 or the number on the back of your Card. You can also write us on a separate sheet of paper at the Customer Service address noted to the right. If you have a dispute concerning goods and services purchased with the Corporate Purchasing Card, you should contact the merchant directly. If you are unable to obtain resolution, please contact us at 1-800-492-4920.

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Manage your Card account online at:
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If your Card has been lost or stolen, please call 1-800-492-4920.

International Collect:
1-336-393-1111

Hearing Impaired Services:
Dial Relay 711 and
1-800-492-4920

Large Print and Braille Statements:
1-800-492-4920



Customer Service
P.O. Box 53611
Phoenix, AZ
85072-3611

Change of Address, phone number, email

- Online at www.americanexpress.com/updatecontactinfo
- Via Mobile device
- Voice automated: call the number on the back of your card
- For Name, Company Name, and Foreign Address or Phone changes, please call Customer Care

Please do not add any written communication or address change on this stub.



Prepared For
BERNARD YANCEY
 CSNT INC

Account Number
 XXXX-XXXX [REDACTED]

Closing Date
 09/28/24

Activity

Date reflects either transaction or posting date

Card Number	XXXX-XXXX [REDACTED]	Reference Code	Amount \$
09/13/24	American Airlines FT WORTH TX TKT# 0012175990858 AMERICAN AIR 09/13/24 PASSENGER TICKET YANCEY II/BERNARD American Airlines American Airlines FT WORTH TX FROM DALLAS/FT WORTH TX TO CARRIER CLASS WASHINGTON NATL D AA S TO DALLAS/FT WORTH TX AA Q TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00	20240913000	580.94
09/13/24	ALLIANZ TRAVEL INS RICHMOND VA REF# KR96BNRY 8006285404 09/13/24		31.95
09/13/24	COMMUNITY ACTION PAR WASHINGTON DC REF# 59326418 202-265-7546 09/12/24 TRANSACTION ROC NUMBER 59326418	59326418000	595.00
09/11/24	WIPFLI LLP WIPFLI LL MADISON WI REF# 321739242549 CIVIC & SOCIAL 09/09/24	32173924254	265.00
09/28/24	DELINQUENCY CHARGE ON 1,479.82		44.25
Total for BERNARD YANCEY		New Charges/Other Debits Payments/Other Credits	1,517.14 0.00

**Corporate Purchasing Cardmember Report****Sign-up For
Online Statements**www.americanexpress.com/gopaperlessPrepared For
**MICHELLE MOREHEAD
CSNT INC**

Account Number

Closing Date
10/28/24

Page 1 of 4

Previous Balance \$	New Charges \$	Other Debits \$	Payments \$	Other Credits \$	Balance Due \$	Do Not Pay
11,578.35	5,594.69	0.00	11,578.35	0.00	5,594.69	For important information regarding your account refer to page 2.

For your records only - do not pay.

For assistance or questions about your account, contact us at www.americanexpress.com/checkyourbill or call Customer Service at **1-800-492-4920**.Do not staple or use paper clips
Payment Coupon**MICHELLE MOREHEAD
CSNT INC
304 E HOUSTON ST
LINDEN TX 75563-5600**

Account Number

Enter 15 digit account
number on all payments.See reverse side for instructions
on how to update your address,
phone number, or email.

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1-336-393-1111

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Dial Relay 711 and
1-800-492-4920

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1-800-492-4920



Customer Service
P.O. Box 53611
Phoenix, AZ
85072-3611

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- Via Mobile device
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- For Name, Company Name, and Foreign Address or Phone changes, please call Customer Care

Please do not add any written communication or address change on this stub.



Prepared For
MICHELLE MOREHEAD
CSNT INC

Account Number
[REDACTED]

Closing Date
10/28/24

Activity

Date reflects either transaction or posting date

			Reference Code	Amount \$
10/01/24	CORPORATE REMITTANCE RECEIVED	10/01	0540900000	-4,556.19
10/16/24	CORPORATE REMITTANCE RECEIVED	10/16	0540900000	-7,022.16
10/24/24	CLDTKN AMAZON MKTPL*XI3J52Q AMZN.COM/BILL W 29WI16UGI 113-8728008-9256298109 10/22/24 ROC NUMBER 29WI16UGIP0A			19.94
09/30/24	CLDTKN AMAZON.COM*9N7RV72O3 AMZN.COM/BILL W 1H78ZT5WZ 113-6025103-1241098109 09/28/24 ROC NUMBER 1H78ZT5WZ95A			131.97
10/05/24	CAMBRIA HOTEL AUSTIN AUSTIN TX FOL# 63739037 LODGING 10/04/24 ARRIVAL DATE DEPARTURE DATE 10/03/24 10/04/24 00 ROC NUMBER 63739037		63739037000	628.29
10/05/24	CAMBRIA HOTEL AUSTIN AUSTIN TX FOL# 63739082 LODGING 10/04/24 ARRIVAL DATE DEPARTURE DATE 10/03/24 10/04/24 00 ROC NUMBER 63739082		63739082000	628.29
09/29/24	DOCUSIGN INC. WILMINGTON DE REF# P-28523034 DIGITAL GOODS: 09/29/24			511.68
10/18/24	DOUBLETREE RICHARDSO RICHARDSON TX FOL# 681517 DOUBLETREE HO 10/18/24 ARRIVAL DATE DEPARTURE DATE 10/14/24 10/17/24 00 ROC NUMBER 681517		90121703200	403.41
10/18/24	DOUBLETREE RICHARDSO RICHARDSON TX FOL# 681516 DOUBLETREE HO 10/18/24 ARRIVAL DATE DEPARTURE DATE 10/14/24 10/17/24 00 ROC NUMBER 681516		90121717000	403.41
10/02/24	HAMPTON INN AND SUIT DECATUR TX FOL# 92347612 HAMPTON INNS 10/02/24 ARRIVAL DATE DEPARTURE DATE 09/30/24 10/01/24 00 ROC NUMBER 92347612		92976000500	122.71
10/02/24	HAMPTON INN AND SUIT DECATUR TX FOL# 92347612 HAMPTON INNS 10/02/24 ARRIVAL DATE DEPARTURE DATE 09/30/24 10/01/24 00 ROC NUMBER 92347612		92976000600	122.71
10/02/24	HAMPTON INN AND SUIT DECATUR TX FOL# 92347612 HAMPTON INNS 10/02/24 ARRIVAL DATE DEPARTURE DATE 09/30/24 10/01/24 00 ROC NUMBER 92347612		92976001400	122.71
10/02/24	HAMPTON INN AND SUIT DECATUR TX FOL# 92347612 HAMPTON INNS 10/02/24 ARRIVAL DATE DEPARTURE DATE 09/30/24 10/01/24 00 ROC NUMBER 92347612		92976002000	122.71
10/10/24	HAMPTON INN HAMPTON DALLAS TX FOL# 53134990 HAMPTON INNS 10/10/24 ARRIVAL DATE DEPARTURE DATE 10/07/24 10/09/24 00 ROC NUMBER 53134990		77637300800	329.38


Continued on reverse

Prepared For
MICHELLE MOREHEAD
CSNT INC

Account Number
[REDACTED]

Activity Continued		Reference Code	Amount \$
10/10/24	HAMPTON INN HAMPTON DALLAS TX FOL# 53137512 HAMPTON INNS 10/10/24 ARRIVAL DATE DEPARTURE DATE 10/07/24 10/09/24 00 ROC NUMBER 53137512	77637302200	329.38
10/23/24	PY *GHEKO DESIGNS ATLANTA TX REF# 710944742962 903-733-6727 10/22/24 6717C1357FB3979780407B4 6717C1358541C7FE88FAD21 6717C1358ABB03E289C7596 6717C1358F88AE09041C2FF ROC NUMBER 7109447429621220	71094474296	1,598.10
10/03/24	STARLINK INTERNET HAWTHORNE CA REF# 52295a73-b05 COMPUTER NETWORK 10/03/24		120.00
Total for MICHELLE MOREHEAD		New Charges/Other Debits Payments/Other Credits	5,594.69 -11,578.35

Payment Information

	New Balance:	\$715.16
	Total Minimum Payment Due:	\$50.00
	Payment Due Date:	10/28/2024

Payments must be received by 5pm ET on 10/28/2024 if mailed, or by 11:59pm ET on 10/28/2024 for online and phone payments.

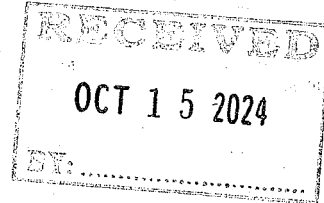
MEMBER SERVICE: For Account Information log on to SamsClubCredit.com/businesscard. This account is registered. See your online Administrator to get a User ID & Password. Or call toll-free 1-800-203-5764

To make a payment, please visit us online or mail your payment using the coupon below. Payments are also accepted at your local CheckFreePay* or MoneyGram locations*. * Fees may apply.

Account Summary


1-2




Previous Balance as of 09/09/2024	\$0.00	Credit Limit	\$3,400
Purchases/Debits	+ 715.16	Available Credit	\$2,684
New Balance as of 10/08/2024	\$715.16		
30 Day Billing Cycle from 09/09/2024 to 10/08/2024			



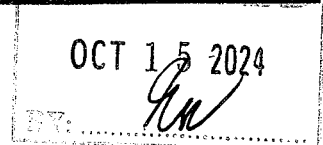
Skip the checkout line with Scan & GoTM shopping!

Download the Sam's Club[®] app.
Then select the Scan & Go[™] feature.



-  **Shop and scan.**
Scan item barcodes as you go.
-  **Pay with your Sam's Club Business Credit Card.***
-  **Head to the door.**
Show your digital receipt and go.

*Subject to credit approval.
Synchrony Bank does not provide, endorse or guarantee any Sam's Club services or policies.



6709 0002 HCJ

1 7 8 241008

PAGE 1 of 5

9280 2000 HP17 01FX6709

13547

Use blue or black ink,
detach & mail with your
check.

Account Number	[REDACTED]
New Balance	\$715.16
Total Minimum Payment Due	\$50.00
Payment Due Date	10/28/2024
Amount Enclosed	\$

VIEW AND PAY YOUR BILL ONLINE!
SamsClubCredit.com/businesscard

No other correspondence please.
Print new address or email changes on back.

COMMUNITYSERVICESOFNETEXAS
MICHELLE MOREHEAD
PO BOX 427
LINDEN TX 75563-0427

13547
Q203



Make SAM'S CLUB/SYNCHRONY BANK
Payment P.O. BOX 669825
to: DALLAS, TX 75266-0782





COMMUNITY SERVICES OF NETEXAS
Account Number ending in [REDACTED]



PAGE 2 of 5

Visit us at SamsClubCredit.com/businesscard or Call 1-800-203-5764

See what new items have landed at your club.

Visit SamsClub.com/NewItems or scan the QR code to check them out.



Transaction Detail

Date	Reference #	Description	Amount
Purchases and Other Debits			\$715.16
10/02	P928000M501AL1WNF	SAM'S CLUB 008295 TEXARKANA TX SAM'S/WAL-MART PURCHASE(S)	\$547.24 ✓
10/02	P928000M501AL1WN7	SAM'S CLUB 008295 TEXARKANA TX SAM'S/WAL-MART PURCHASE(S)	\$167.92 ✓
		Total for Sarah Anzualda	\$715.16
Total Fees Charged This Period			\$0.00
Total Interest Charged This Period			\$0.00

1-2

Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account. (v) = Variable Rate

Type of Balance	Expiration Date	Annual Percentage Rate	Balance Subject to Interest Rate	Interest Charge	Balance Method
Purchases	N/A	29.99% (v)	\$0.00	\$0.00	2D

Cardholder News and Information

NOTICE: We may convert your payment into an electronic debit. See back of page one for details, Billing Rights and other important information.

Member News and Information

Interested in changing your due date for your Sam's Club® credit card account? Call the Credit Customer Service phone number, located on your billing statement and on the back of your Sam's Club® credit card, to determine eligibility and discuss available options.

Go green and support the environment with paperless statements! All you have to do is visit SamsClubCredit.com/businesscard to sign up. Register today to start receiving your statements online.

ACCOUNT #: [REDACTED]

COMMUNITYSERVICESOFNETEXAS

INVOICE#: 000000

DATE OF SALE #: 241002

P.O. #:

REFERENCE #: P928000M501AL1WNF

AUTHORIZATION #: 000890

CLUB #: 8295

TRANSACTION #: 0

REGISTER #: 96

S.K.U	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
SALES TAX					
380004989	MM FRAGRANCE FREE	1.000		\$0.0000	\$0.00
380044095	PULL-UPS S4T-5T GIRL	2.000	EA	\$21.7400	\$43.48
380044103	PULL-UPS S3T-4T GIRL	4.000	EA	\$41.9800	\$167.92
380044107	PULL-UPS S4T-5T BOY	2.000	EA	\$41.9800	\$83.96
380044131	PULL-UPS S3T-4T BOY	4.000	EA	\$41.9800	\$167.92
		2.000	EA	\$41.9800	\$83.96

SUB \$547.24	TAX \$0.00	TOTAL INVOICE	\$547.24
		CREDITS TOTAL	\$0.00
		BALANCE DUE	\$547.24

1-2

ACCOUNT #: [REDACTED]

COMMUNITYSERVICESOFNETEXAS

INVOICE#: 000000

DATE OF SALE #: 241002

P.O. #:

REFERENCE #: P928000M501AL1WN7

AUTHORIZATION #: 000510

CLUB #: 8295

TRANSACTION #: 0

REGISTER #: 96

S.K.U	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
SALES TAX					
380044107	PULL-UPS S4T-5T BOY	1.000		\$0.0000	\$0.00
		4.000	EA	\$41.9800	\$167.92

SUB \$167.92	TAX \$0.00	TOTAL INVOICE	\$167.92
		CREDITS TOTAL	\$0.00
		BALANCE DUE	\$167.92

CHECK REGISTER FOR OCTOBER 2024

Check Number	Effective Date	Vendor Name	Check Amount	Description
80639	10/01/24	KALASHINE HOPKINS LLC	(1,192.00)	Void Check
80789	10/01/24	KALASHINE HOPKINS LLC	(596.00)	Void Check
80963	10/01/24	KALASHINE HOPKINS LLC	(596.00)	Void Check
80973	10/01/24	A & R SERVICE CENTER LLC	748.08	Vehicle Repair
80974	10/01/24	ACE HARDWARE NEW BOSTON	37.98	Bldg Maint - Maint Supplies/repair
80975	10/01/24	AEP-SWEPKO-EA	304.00	Client Assistance
80976	10/01/24	BEN E KEITH CO	4,707.63	HS Grocery
80977	10/01/24	CENTERPOINT ENERGY	123.00	Client Assistance
80978	10/01/24	CITY OF HUGHES SPRINGS	451.90	Utilities
80979	10/01/24	CITY OF JEFFERSON WATER .	59.44	Utilities
80980	10/01/24	CONN AUTO SUPPLY	68.00	Bldg Maint - Maint Supplies/repair
80981	10/01/24	DISCOUNT SCHOOL SUPPLY	2,331.89	HS Classroom Supplies
80982	10/01/24	EAST TEXAS REALTY	300.00	Rent
80983	10/01/24	FELICIA WILLIAMS PETTY CASH CUSTODIAN	8.26	Petty Cash
80984	10/01/24	HS UNIVERSITY	495.00	HS Teaching ???
80985	10/01/24	HUGHES SPRINGS ISD	320.00	HS Meals
80986	10/01/24	LAKESHORE LEARNING MATERIALS	369.55	HS Classroom Supplies
80987	10/01/24	LATARA HORNSBY	39.75	Fingerprinting
80988	10/01/24	MOORE PEST CONTROL	875.00	Bldg Maint - Pest Control
80989	10/01/24	MOUNTAIN VALLEY OF TEXARKANA	111.00	Bottle Water
80990	10/01/24	MY ALARM CENTER, LLC.	42.79	Bldg Maint - Alarm Svcs
80991	10/01/24	NATIONAL GRANT MANAGMENT ASSOCIATION	174.00	Membership
80992	10/01/24	ODP BUSINESS SOLUTIONS, LLC	832.71	Office Supplies
80993	10/01/24	PEST-PRO SERVICES INC	75.00	Bldg Maint - Pest Control
80994	10/01/24	PROGRESS RESOURCES INC.	775.00	Certification for DED
80995	10/01/24	RELIABLE ALARM SERVICE, LLC	45.00	Bldg Maint - Alarm Svcs
80996	10/01/24	REPUBLIC SERVICES #070	171.29	Utilities
80997	10/01/24	RPM STAFFING PROFESSIONALS, INC.	132.48	Program Staffing
80998	10/01/24	SIMS UP AND DOWN HOLDINGS	2,775.00	Client Assistance
80999	10/01/24	SOUTHWESTERN ELECTRIC POWER	2,326.82	Utilities
81000	10/01/24	STAPLES	1,526.04	Office Supplies
81001	10/01/24	SUMMIT UTILITIES OF ARKANSAS	1,264.84	Client Assistance
81002	10/01/24	TEXARKANA INDEPENDENT SCHOOL DISTRICT	96.90	HS Meals
81003	10/01/24	TEXARKANA WATER UTILITIES	712.69	Client Assistance
81004	10/01/24	TOSHIBA FINANCIAL SERVICES	1,167.00	Copier Lease
81005	10/01/24	TRICO LUMBER CO.	140.94	Bldg Maint - Maint Supplies/repair
81006	10/01/24	UPSHUR RURAL ELEC. CORP.	277.82	Client Assistance
81007	10/01/24	VESTIS GROUP , INC	326.17	HS Safety Mats
81008	10/01/24	WASTE MANAGEMENT CORPORATE SERVICES, INC.	196.31	Utilities
81009	10/01/24	WILLIAM MICHAEL BERRY	150.00	Bldg Maint - AC Repair
81010	10/09/24	ABILA	1,200.06	Software Support
81011	10/09/24	AFLAC	1,006.20	Employee Insurance
81012	10/09/24	AMERICAN EXPRESS	8,539.30	Travel / Supplies
81013	10/09/24	AT&T	1,207.56	Utilities
81014	10/09/24	BEN E KEITH CO	4,820.65	HS Grocery
81015	10/09/24	BLOOMBURG WATER SUPPLY	70.92	Utilities
81016	10/09/24	Brad Sears Rentals	4,436.00	Client Assistance
81017	10/09/24	BRENDA DAVIS	1,196.62	Employee Reimbursement
81018	10/09/24	CALIE'S ACRE	173.00	HS Field trip
81019	10/09/24	CALIE'S ACRE	662.00	HS Field trip
81020	10/09/24	CITY OF NEW BOSTON	109.46	Utilities
81021	10/09/24	CITY OF PITTSBURG	335.73	Utilities
81022	10/09/24	FROG STREET PRESS, LLC	8,048.84	HS Classroom Supplies
81023	10/09/24	GIRAFFE INN & SAFARI	281.00	HS Field trip
81024	10/09/24	HOPE FIRE EXTINGUISHER SERVICE, INC/ KLEEN KING	28.95	Bldg Maint - Alarm Svcs
81025	10/09/24	HUGHES SPRINGS ISD	340.00	HS Meals
81026	10/09/24	KIM'S CONVENIENCE STORES	104.14	Vehicle Fuel
81027	10/09/24	LAMAR CO-OP	249.20	Client Assistance
81028	10/09/24	MCI	67.68	Utilities
81029	10/09/24	MICHAEL C CHILDERS	1,400.00	Bldg Maint - Treee Removal
81030	10/09/24	MUTUAL OF OMAHA PAYMENT PROCESSING CENTER	5,314.96	Employee insurance
81031	10/09/24	ODP BUSINESS SOLUTIONS, LLC	743.38	Office Supplies
81032	10/09/24	PEST-PRO SERVICES INC	445.00	Bldg Maint - Pest Control
81033	10/09/24	ROBERT NORTON PETTY CASH CUSTODIAN	75.90	petty cash
81034	10/09/24	TEXARKANA WATER UTILITIES	115.00	Client Assistance
81035	10/09/24	TOSHIBA FINANCIAL SERVICES	586.26	Copier Lease

1045 - TEXANA
 ACCOUNTS
 PAYABLE
 DISBURSEMENT
 2

CHECK REGISTER FOR OCTOBER 2024

Check Number	Effective Date	Vendor Name	Check Amount	Description
81036	10/09/24	TRICO LUMBER CO.	35.94	Bldg Maint - Maint Supplies/repair
81037	10/09/24	TXU-ASSISTANCE GROUP	1,796.14	Client Assistance
81038	10/09/24	VANCO SYSTEMS, INC.	332.69	Copier Lease
81039	10/09/24	VESTIS GROUP , INC	178.37	HS Safety Mats
81040	10/09/24	WEX HEALTH, INC.	166.00	employee insurance
81041	10/16/24	A & R SERVICE CENTER LLC	614.46	Vehicle Repair
81042	10/16/24	AEP-SWEPKO-EA	2,400.00	Client Assistance
81043	10/16/24	ALFORD AIR CONDITIONING & HEATING LLC	192.00	Bldg Maint - Maint Supplies/repair
81044	10/16/24	ATLANTA FIRST METHODIST CHURCH	228.00	HS Field trip
81045	10/16/24	B & S TRUE VALUE HARDWARE	16.98	Bldg Maint - Maint Supplies/repair
81046	10/16/24	BLUE CROSS BLUE SHIELD	39,942.23	Employee Insurance
81047	10/16/24	CALIE'S ACRE	357.00	HS Field trip
81048	10/16/24	CITY OF LINDEN	766.00	Utilities
81049	10/16/24	EMILY CAPPS	41.54	Policy Mileage reimbursement
81050	10/16/24	GREG'S MIRACLE MART	152.46	Vehicle Fuel
81051	10/16/24	HEATHER LUNDY	29.48	Policy Mileage reimbursement
81052	10/16/24	JASMINE COLLIER	20.10	Policy Mileage reimbursement
81053	10/16/24	KALASHINE HOPKINS LLC	2,384.00	Client Assistance
81054	10/16/24	LINDEN FUEL CENTER	1,077.98	Vehicle Fuel
81055	10/16/24	LINDEN GARDEN CLUB	75.00	Rent
81056	10/16/24	LINDSAY HERGERT	18.76	Board Mileage Reimbursement
81057	10/16/24	MUTUAL OF OMAHA PAYMENT PROCESSING CENTER	5,411.29	Employee insurance
81058	10/16/24	ODP BUSINESS SOLUTIONS, LLC	2,159.08	Office Supplies
81059	10/16/24	PITTSBURG CORNER EXPRESS	97.70	Vehicle Fuel
81060	10/16/24	QUANESHIA BAKER	40.58	Employee Reimbursement
81061	10/16/24	RPM STAFFING PROFESSIONALS, INC.	264.96	Program Staffing
81062	10/16/24	S & S AUTOMOTIVE	177.95	vehicle repair
81063	10/16/24	S.W. ARKANSAS TELE. CO-OP	214.06	Utilities
81064	10/16/24	SCHOOL OUTFITTERS	3,855.93	HS Classroom Supplies
81065	10/16/24	SCHOOL SPECIALTY	2,626.08	HS Classroom Supplies
81066	10/16/24	SOUTHWESTERN ELECTRIC POWER	365.20	Utilities
81067	10/16/24	TEACHSTONE TRAINING LLC	455.00	HS Classroom Supplies
81068	10/16/24	TERESA THOMPSON	36.18	Policy Mileage reimbursement
81069	10/16/24	TEXAS DEPARTMENT OF HOUSING & COMMUNITY AFFAIRS	39,225.92	Grant Refund
81070	10/16/24	VESTIS GROUP , INC	151.05	HS Safety Mats
81071	10/16/24	WILLIE MITCHELL, JR.	780.00	HS CPR
81072	10/16/24	WILLIE MITCHELL, JR.	10.00	HS CPR
81073	10/22/24	A & R SERVICE CENTER LLC	48.00	Vehicle Repair
81074	10/22/24	ALISHA OLIVER	172.50	Employee Reimbursement
81075	10/22/24	AREA WIDE PROPERTIES	1,400.00	Rent
81076	10/22/24	ATLANTA ISD	700.00	Rent
81077	10/22/24	BERNIE YANCEY	564.94	Travel Per Diem
81078	10/22/24	CANDIE HARRIS	172.50	Travel Per Diem
81079	10/22/24	HUGHES SPRINGS ISD	800.00	Rent
81080	10/22/24	JENNIFER SULLIVAN	172.50	Travel Per Diem
81081	10/22/24	MISTY VAN HOOSER	219.81	Travel Per Diem
81082	10/22/24	NORTH TEXAS TOLLWAY AUTHORITY	26.36	Toll Fees
81083	10/22/24	QUINTESSA PIERCE	172.50	Travel Per Diem
81084	10/22/24	R. MORGAN, LLC	1,000.00	Rent
81085	10/22/24	SAM'S CLUB	715.16	HS Classroom Supplies
81086	10/22/24	SANDY MCNEIL	172.50	Travel Per Diem
81087	10/22/24	SOUTHWESTERN ELECTRIC POWER	2,885.82	Utilities
81088	10/22/24	TRICO LUMBER CO.	68.57	Bldg Maint - Maint Supplies/repair
81089	10/22/24	TURNER DAVID K	1,150.00	Rent
81090	10/22/24	VERIZON WIRELESS	2,351.10	Utilities
81091	10/22/24	VESTIS GROUP , INC	27.32	HS Safety Mats
81092	10/22/24	WILLIAMS CHAPEL BAPTIST CHURCH	2,302.40	Rent
81093	10/22/24	WINDSTREAM	291.83	Utilities
81094	10/22/24	XEROX CORPORATION	832.97	Copier Lease
81097	10/30/24	AEP-SWEPKO-EA	41,794.55	Client Assistance
81098	10/30/24	AMERICAN EXPRESS	5,594.69	Travel / Supplies
81099	10/30/24	AT&T	98.56	Utilities
81100	10/30/24	ATLANTA ISD FOOD SERVICE	570.00	HS Meals
81101	10/30/24	ATMOS ENERGY	2,384.25	Client Assistance
81102	10/30/24	AUDREY N ALEXANDER	290.00	Client Assistance
81103	10/30/24	BARBARA LARRY, LPC	2,550.00	HS Consultant

CHECK REGISTER FOR OCTOBER 2024

Check Number	Effective Date	Vendor Name	Check Amount	Description
81104	10/30/24	BEN E KEITH CO	4,993.70	HS Grocery
81105	10/30/24	BLOOMBURG ISD	9,880.00	Teaching Contract
81106	10/30/24	CALIE'S ACRE	442.00	HS Field trip
81107	10/30/24	CENTERPOINT ENERGY	3,128.85	Client Assistance
81108	10/30/24	CHEANEITA GEORGE	94.47	Employee Reimbursement
81109	10/30/24	CITY OF DAINGERFIELD	181.00	Utilities
81110	10/30/24	CITY OF LINDEN	435.35	Utilities
81111	10/30/24	CITY OF MOUNT PLEASANT	33.00	Utilities
81112	10/30/24	H&M PROPERTIES	449.00	Client Assistance
81113	10/30/24	Heartland Village - MAIN OFFICE	637.00	Client Assistance
81114	10/30/24	HUGHES SPRINGS ISD	23,135.00	Teaching Contract
81115	10/30/24	JAN KITLINGER	642.00	Client Assistance
81116	10/30/24	JESSICA BENTON	34.04	Policy Mileage reimbursement
81117	10/30/24	JIMMY MITCHELL	980.00	Client Assistance
81118	10/30/24	JUST ENERGY	1,955.12	Client Assistance
81119	10/30/24	KALASHINE HOPKINS LLC	596.00	Client Assistance
81120	10/30/24	LAMAR CO-OP	2,200.00	Client Assistance
81121	10/30/24	LOLA MCGEE	1,025.00	HS Consultant
81122	10/30/24	MARGARETT JOHNSON	805.00	Client Assistance
81123	10/30/24	MARIA B GUERRERO	500.00	Client Assistance
81124	10/30/24	MARTAVIUS JONES	48.24	Policy Mileage reimbursement
81125	10/30/24	MOORE PEST CONTROL	175.00	Bldg Maint - Pest Control
81126	10/30/24	MOUNTAIN VALLEY OF TEXARKANA	111.00	Bottle Water
81127	10/30/24	MY ALARM CENTER, LLC.	42.79	Bldg Maint - Alarm Svcs
81128	10/30/24	NATHAN BELL, LLC	196.00	Client Assistance
81129	10/30/24	ODP BUSINESS SOLUTIONS, LLC	1,730.30	Office Supplies
81130	10/30/24	PADDY PROPERTIES	551.00	Client Assistance
81131	10/30/24	Patricia Jones	1,050.00	Client Assistance
81132	10/30/24	PATRICIA RICHARDSON	219.81	Travel Per Diem
81133	10/30/24	PEST-PRO SERVICES INC	75.00	Bldg Maint - Pest Control
81134	10/30/24	PTL VILLAGE LLC	665.00	Client Assistance
81135	10/30/24	REGION VIII EDUCATION SERVICE CENTER	4,000.00	Membership
81136	10/30/24	RELIANT ENERGY	2,200.00	Client Assistance
81137	10/30/24	RENEWED HOPE HOMES	663.00	Client Assistance
81138	10/30/24	SHARON ANDERSON	172.50	Travel Per Diem
81139	10/30/24	SHIRLEY BAKER	172.50	Travel Per Diem
81140	10/30/24	SOUTHWESTERN ELECTRIC POWER	757.57	Utilities
81141	10/30/24	STREAM	1,467.30	Client Assistance
81142	10/30/24	SUMMIT UTILITIES OF ARKANSAS	299.96	Client Assistance
81143	10/30/24	TYANA RIDER	41.54	Policy Mileage reimbursement
81144	10/30/24	T-SHIRTS & MORE	240.00	HS Field trip
81145	10/30/24	TERESA THOMPSON	36.18	Policy Mileage reimbursement
81146	10/30/24	TEXARKANA ISD CATERING DEPT	1,808.65	HS Meals
81147	10/30/24	TNT Properties of Texarkana	965.00	Client Assistance
81148	10/30/24	TOSHIBA FINANCIAL SERVICES	1,977.80	Copier Lease
81149	10/30/24	TRICO LUMBER CO.	460.39	Bldg Maint - Maint Supplies/repair
81150	10/30/24	TXU-ASSISTANCE GROUP	5,022.98	Client Assistance
81151	10/30/24	UPSHUR RURAL ELEC. CORP.	2,345.01	Client Assistance
81152	10/30/24	VESTIS GROUP , INC	329.42	HS Safety Mats
81153	10/30/24	WELCH GAS NAPLES	324.00	Client Assistance
81154	10/30/24	WILLIAM MICHAEL BERRY	745.72	Bldg Maint - AC Repair
81155	10/30/24	WINDSTREAM	297.18	Utilities
81156	10/30/24	WOOD CO. ELECTRIC COOP.	2,200.00	Client Assistance
V00048	10/01/24	CENTERPOINT ENERGY ENTEX	66.60	Utilities
V00049	10/01/24	CENTERPOINT ENERGY ENTEX	49.07	Utilities
V00050	10/09/24	ABERNATHY COMPANY	1,651.57	Janitorial Supplies
V00051	10/09/24	ABERNATHY COMPANY	549.50	Janitorial Supplies
V00052	10/09/24	ABERNATHY COMPANY	1,044.30	Janitorial Supplies
V00053	10/09/24	BOWIE CASS	2,200.00	Client Assistance
V00054	10/09/24	ERICK BALLESTEROS	1,740.00	Ground / Lawncare
V00055	10/16/24	ABERNATHY COMPANY	924.48	Janitorial Supplies
V00056	10/16/24	ABERNATHY COMPANY	32.00	Janitorial Supplies
V00057	10/16/24	BOWIE CASS	893.28	Client Assistance
V00058	10/16/24	CECELIA HUFF	52.26	Volunteer Expenses
V00059	10/16/24	CENTERPOINT ENERGY ENTEX	60.36	Utilities

CHECK REGISTER FOR OCTOBER 2024

Check Number	Effective Date	Vendor Name	Check Amount	Description
V00060	10/16/24	CENTERPOINT ENERGY ENTEX	57.29	Utilities
V00061	10/16/24	ETEX TELEPHONE CORP, INC.	546.85	Utilities
V00062	10/16/24	ETEX TELEPHONE CORP, INC.	5,552.91	Utilities
V00063	10/22/24	ABERNATHY COMPANY	407.70	Janitorial Supplies
V00064	10/22/24	GLENN B. LANIER	240.00	Rent
V00065	10/22/24	HEALTHCARE EXPRESS LLP	889.00	Pre Employment Expenses
V00066	10/22/24	JIMMIE RAY AYERS	800.00	Rent
V00067	10/22/24	TEXARKANA INDEPENDENT SCHOOL DISTRICT	3,882.00	Rent
V00068	10/30/24	ABERNATHY COMPANY	559.00	Janitorial Supplies
V00069	10/30/24	BOWIE CASS	2,400.00	Client Assistance
V00070	10/30/24	BOWIE CASS	747.27	Client Assistance
V00071	10/30/24	BOWIE CASS	2,200.00	Client Assistance
V00072	10/30/24	BOWIE CASS	1,356.62	Client Assistance
V00073	10/30/24	BOWIE CASS	620.61	Client Assistance
V00074	10/30/24	BOWIE CASS	2,300.00	Client Assistance
V00075	10/30/24	Brad Sears Rentals	1,109.00	Client Assistance
V00076	10/30/24	CENTERPOINT ENERGY ENTEX	66.85	Utilities
V00077	10/30/24	CENTERPOINT ENERGY ENTEX	60.85	Utilities
V00078	10/30/24	CENTERPOINT ENERGY ENTEX	51.41	Utilities
V00079	10/30/24	KATHY JO RODGERS	258.00	Client Assistance
V00080	10/30/24	MOUNT PLEASANT HOUSING AUTHORITY	264.00	Client Assistance
V00081	10/30/24	NARROW PATH PROPERTY MANAGEMENT	660.00	Client Assistance
V00082	10/30/24	NARROW PATH PROPERTY MANAGEMENT	795.00	Client Assistance
V00083	10/30/24	NARROW PATH PROPERTY MANAGEMENT	418.00	Client Assistance
V00084	10/30/24	PAM MCMICHEAL	298.00	Client Assistance
V00085	10/30/24	PINE TERRACE APARTMENT	443.00	Client Assistance
V00086	10/30/24	PINE TERRACE APARTMENT	443.00	Client Assistance
V00087	10/30/24	PINE TERRACE APARTMENT	328.00	Client Assistance
			<u>360,513.18</u>	
1080 - TEXANA NEW PAYROLL CASH ACCOUNT				
Check Number	Effective Date	Vendor Name	Check Amount	Description
6557	10/9/2024	CHARLOTTE HALL	1,492.04	Final Pay Check
6558	10/22/2024	KIMBERLY COLLINS	601.68	Benefit Corrections
6559	10/30/2024	OLGA LOVE	1,789.08	Final Pay Check
6560	10/30/2024	JOHN YOUNG	951.32	Final Pay Check
			<u>4,834.12</u>	
Report Total			<u><u>365,347.30</u></u>	

COMMUNITY SERVICES OF NORTHEAST TEXAS

Balance Sheet
As of 10/31/2024

Assets

CASH IN BANK CHECKING	0.00
HEAD START CHECKING	1,000.00
DHS MEALS CHECKING	0.00
CSBG/CEAP/WX CHECKING	0.00
WEATHERIZATION CHECKING	0.00
DISBURSEMENTS CHECKING	0.00
FEMA CHECKING	0.00
ETCOG CHECKING	0.00
OLD - CEAP CHECKING (Do Not Use)	0.00
CEAP CHECKING (Do Not Use)	0.00
PAYROLL CASH ACCOUNT	0.00
IP Grant Checking	0.00
HOUSING CHECKING	0.00
LOCAL ADMIN CHECKING	0.00
CASH DONATIONS - LINDEN	0.00
CSBG Checking	0.00
CEAP Checking	0.00
Upshur Rural Checking	0.00
TLC Checking	0.00
CSBG 2012 SP	0.00
JEFFERSON CHECKING	0.00
BECKVILLE SR. CHECKING	0.00
CARTHAGE SR. CHECKING	0.00
HALLSVILLE SR. CHECKING	0.00
MARSHALL SR. CHECKING	0.00
WESTEND CHECKING	0.00
PITTSBURG SR. CHECKING	0.00
WASKOM SR. CHECKING	0.00
NEWSOME SR. CHECKING	0.00
CEAP UB CASH ACCOUNT	0.00
SALVATION ARMY CHECKING	1,242.54
HS ARRA CHECKING	0.00
CSBG ARRA CHECKING	0.00
CHILD CARE WELLNESS CHECKING	0.00
CSBG UB CHECKING	0.00
PARENT FUND CHECKING	0.00
CBA UNITED HEALTH	0.00
CBA CIGNA HEALTH SPRING	0.00
CSBG DISCRETIONARY	0.00
TEXANA ACCOUNTS PAYABLE DISBURSEMENT	128,532.03
TEXANA ACCOUNTS PAYABLE DISBURSEMENT 2	26,318.46
NEW DISBURSEMENT CHECKING	(28,275.06)
TEXANA CSBG A CHECKING	429.38
TEXANA CSBG B CHECKING	47,588.66
TEXANA CSBG DISCRETIONARY CHECKING	16,452.80
TEXANA HEAD START CHECKING	470.91
TEXANA CEAP A CHECKING	10,332.50

COMMUNITY SERVICES OF NORTHEAST TEXAS

Balance Sheet

As of 10/31/2024

TEXANA CEAP B CHECKING	168,209.06
TEXANA CBA UNITED HEALTH CARE CHECKING	0.00
TEXANA CBA CIGNA HEALTH SPRING CHECKING	0.00
TEXANA UPSHUR RURAL CHECKING	26,013.29
TEXANA TLC CHECKING	28,667.99
TEXANA LOCAL ADMINISTRATIVE CHECKING	101,045.51
TEXANA PAYROLL CASH ACCOUNT	0.00
TEXANA CLIENT FUNDS FOR SSA BENEFITS	0.00
TEXANA TBRA CHECKING	11,107.81
TEXANA POSTAL ACCOUNT CHECKING	1,194.02
TEXANA VET SERVICES NOW	0.00
TEXANA BANK YOUTH EMPOWERMENT CHECKING	20,671.68
TEXANA CSBG CARES CHECKING	0.00
TEXANA CEAP CARES CHECKING	20.00
TEXANA NEW PAYROLL CASH ACCOUNT	7,343.29
TEXANA EARLY HEAD START CHECKING	978.22
TEXANA CEAP ARP CHECKING	0.00
TEXANA INDIRECT COST RATE CHECKING	258,769.52
TEXANA ATMOS ENERGY 'SHARE THE WARMTH' PROGRAM CHECKING	24,898.27
TEXANA ORGANIZATION PAYEE FUNDS	0.00
TEXANA LOW INCOME HOUSEHOLD WATER ASSISTANCE CHECKING	0.00
TEXANA TEXAS HOMEOWNER ASSISTANCE FUND	0.00
TEXANA IN HOUSE LINE OF CREDIT CHECKING	100,000.00
ACCOUNTS RECEIVABLE - AISD	0.00
ACCOUNTS RECEIVABLE - Employee Reimbursement	0.00
ACCOUNTS RECEIVABLE - LKISD	0.00
ACCOUNTS RECEIVALBE - BISD	0.00
ACCOUNTS RECEIVABLE	0.00
GRANT RECEIVABLE	34,744.05
GRANT RECEIVABLE-ATC	0.00
GRANT RECEIVABLE-TIT	0.00
INDIRECT COST RECEIVABLE	57,324.85
EMPLOYEE ADVANCE	0.00
GRANTS RECEIVABLE - USDA	22,145.26
PROMISES TO GIVE	0.00
DUE FROM OTHER FUNDS	0.00
DUE FROM DHS MEALS	0.00
DUE FROM WEATHERIZATION	0.00
DUE FROM FEMA	0.00
DUE FROM ETCOG	0.00
DUE FROM CEAP	0.00
DUE FROM DHS TRANSPORTATION	0.00
DUE FROM HOUSING	0.00
DUE FROM LOCAL ADMIN	0.00
RENTAL HOME DEPOSITS	0.00
ACCUMULATED AMORTIZATION	(119,108.23)
PREPAID RENT	9,354.50
Prepaid Expense	0.00
PREPAID WORKERS COMP	0.00
PREPAID INSURANCE	(7,640.82)

COMMUNITY SERVICES OF NORTHEAST TEXAS

Balance Sheet

As of 10/31/2024

PREPAID MAINTENANCE		0.00
	Total Current Assets	949,830.49
Long Term Assets		
PROPERTY & EQUIPMENT		3,071,902.39
LAND		0.00
BUILDINGS		0.00
EQUIPMENT		0.00
ACCUMULATED DEPRECIATION		(1,671,641.11)
RIGHT TO USE ASSETS		407,969.68
		1,808,230.96
	Total Assets	2,758,061.45
Current Liabilities		
ACCOUNTS PAYABLE		0.00
ACCOUNTS PAYABLE-OLD BOX		0.00
ACCOUNTS PAYABLE - REALWORLD		0.00
ACCOUNTS PAYABLE - ACCR & ADJ		0.00
ACCOUNTS PAYABLE - VALLEY		0.00
GRANT PAYABLE		0.00
NEW ACCOUNTS PAYABLE		0.00
TEXANA ACCOUNTS PAYABLE		113,731.27
STATE UNEMPLOYMENT TAXES		0.00
Sales Tax Payable		0.00
WORKERS COMP PAYABLE		0.00
SUPPLEMENTAL INSURANCE PAYABLE		0.00
EMPLOYEE PORTION HLTH INS PAYABLE		0.00
Employee Insurance Repayment		0.00
Short Term Disability Payable		0.00
Long Term Disability Payable		0.00
DENTAL INSURANCE PAYABLE		0.00
VISION INSURANCE PAYABLE		0.00
HSA CONTRIBUTIONS PAYABLE		0.00
CAFETERIA PLAN PAYABLE		0.00
AUL CONTRIBUTIONS PAYABLE		0.00
LIFE/DISABILITY INSURANCE		0.00
COBRA PREMIUMS PAYABLE		0.00
RETIREMENT PAYABLE		0.00
GARNISHED WAGES PAYABLE		0.00
INSURANCE W/H		0.00
MISCELLANEOUS PAYABLE		0.00
PAYROLL LIABILITIES - AUDIT		0.00
ACCRUED LIABILITIES		0.00
NOTE PAYABLE		150,000.00
DEFERRED REVENUE		0.00
RECIPROCAL ADJUSTMENT - ACCT 2000		0.00
RECIPROCAL ADJUSTMENT - ACCOUNT 2007		0.00
ACCRUED INTEREST PAYABLE		0.00
ACCRUED PAYROLL		0.00
ACCRUED VACATION		65,105.59
LEASE PAYABLE		289,723.19
CONTIGENT LIABILITY		0.00

COMMUNITY SERVICES OF NORTHEAST TEXAS

Balance Sheet
As of 10/31/2024

CONTINGENCY WX-QUESTIONED COST	0.00
DUE TO OTHER FUNDS	0.00
DUE TO HEADSTART	0.00
DUE TO DHS MEALS	0.00
DUE TO CSBG	0.00
DUE TO FEMA	0.00
DUE TO DHS TRANSPORTATION	0.00
DUE TO LOCAL ADMIN	0.00
DUE TO STATE	0.00
Total Current Liabilities	<u>618,560.05</u>
Net Assets	
NET ASSETS	77,362.36
NET ASSETS - EQUIPMENT	0.00
NET ASSETS - NON FEDERAL	0.00
NET ASSETS - SFSP	0.00
NET ASSETS - CHIPS	0.00
NET ASSETS - PROPERTY	0.00
PRIOR PERIOD ADJUSTMENTS	0.00
Total Current Net Assets	<u>77,362.36</u>
Excess Revenues over Expenditures	<u>2,062,139.04</u>
Total Liabilities and Net Assets	<u><u>2,758,061.45</u></u>

IT Report: Inventory Management & Server Maintenance

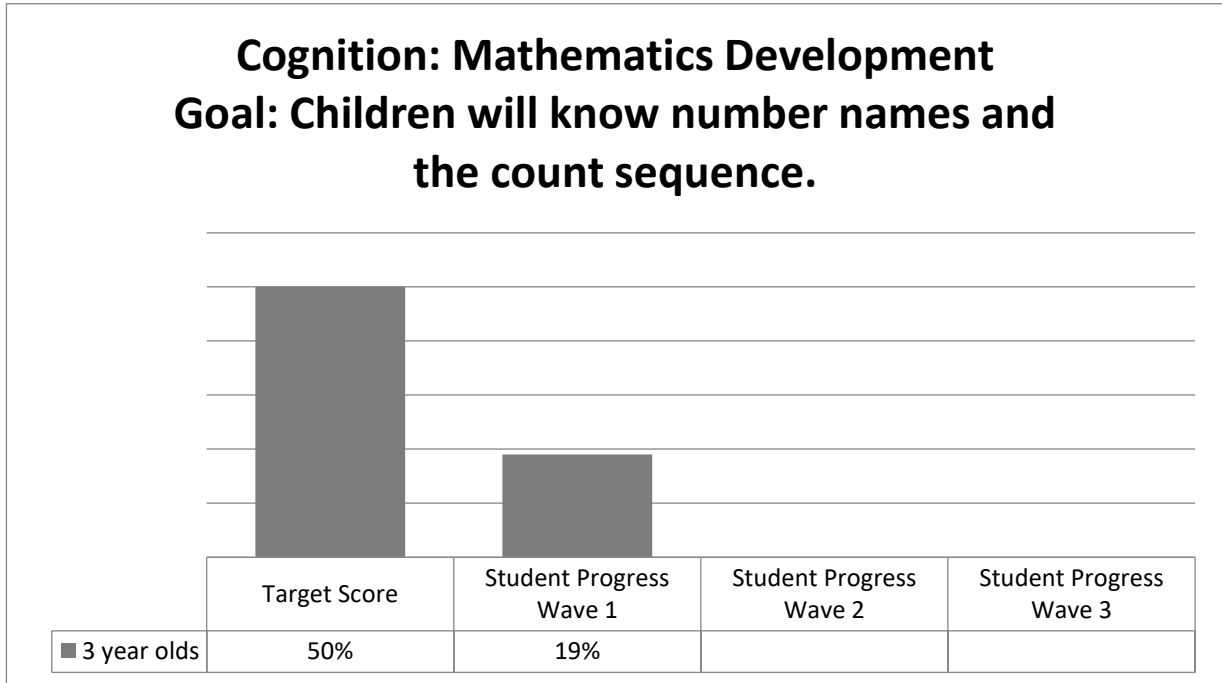
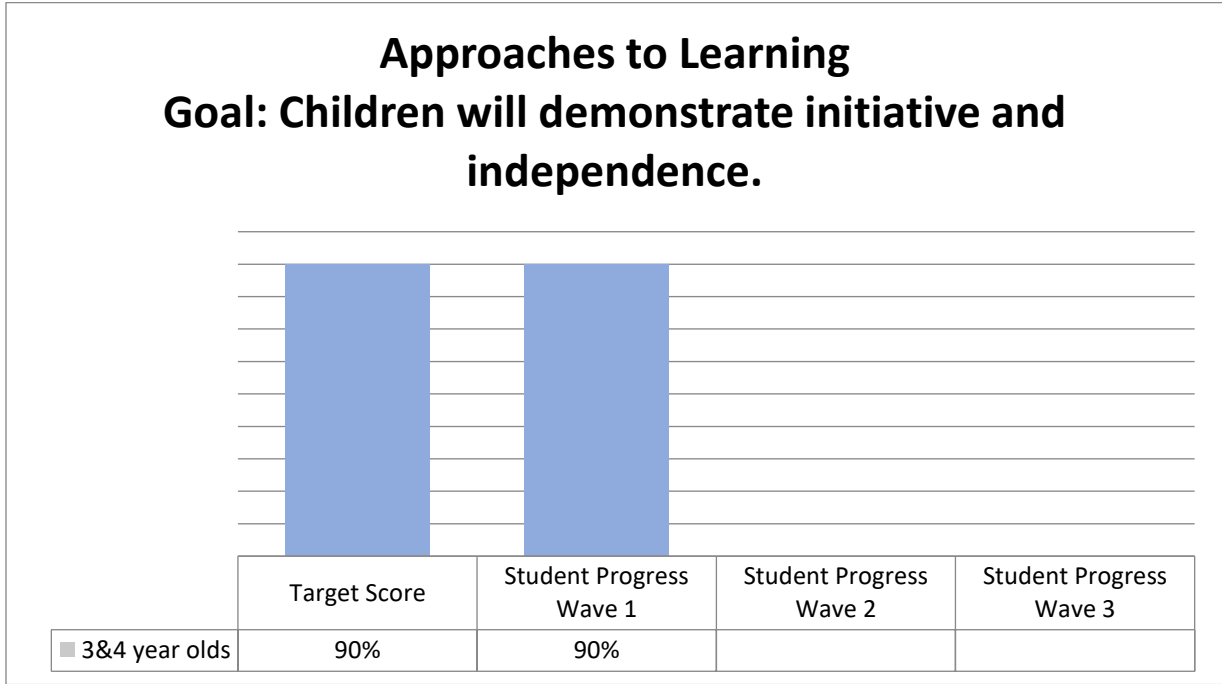
November 2024

I am actively working to restore the inventory list to its correct and organized state. Progress is on track, and I am ensuring all items are accurately documented and properly accounted for.

Simultaneously, I am conducting server maintenance and updates. Once additional support is available, we will focus on enhancing system security and ensuring data integrity to safeguard all assets. The process is proceeding smoothly, and I am confident in the current progress.

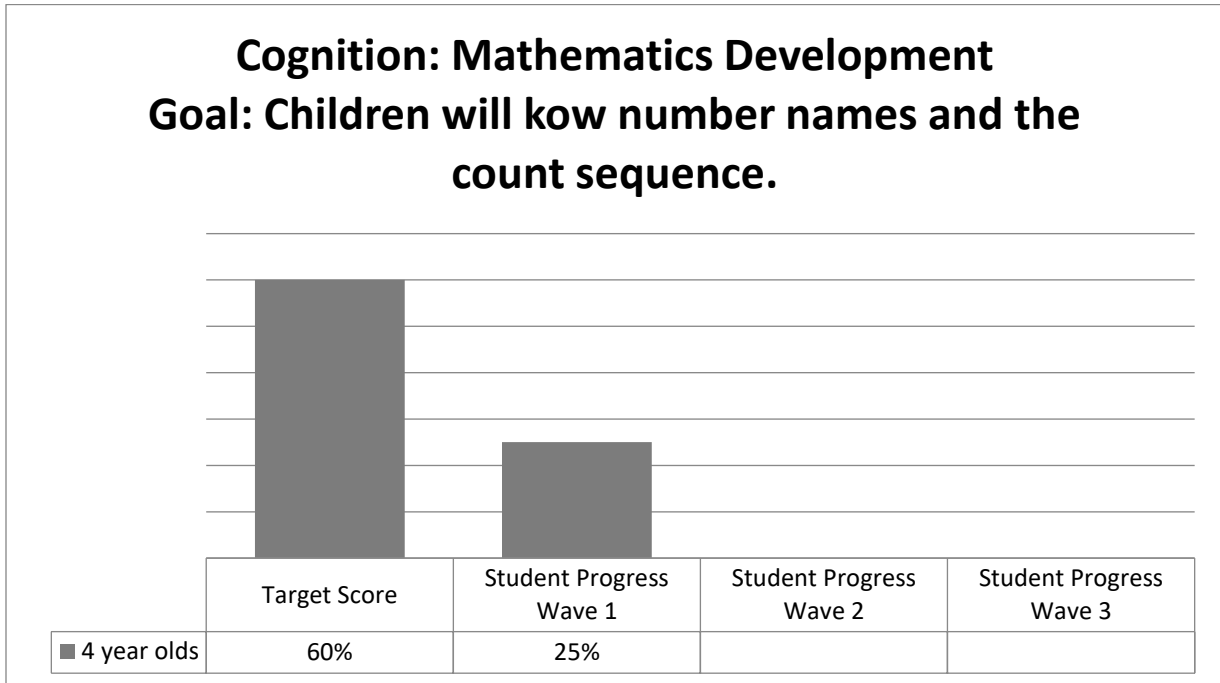
I will continue to monitor both tasks and provide further updates as necessary.

CSNT Head Start
School Readiness Performance Data Report
Head Start
2024-2025



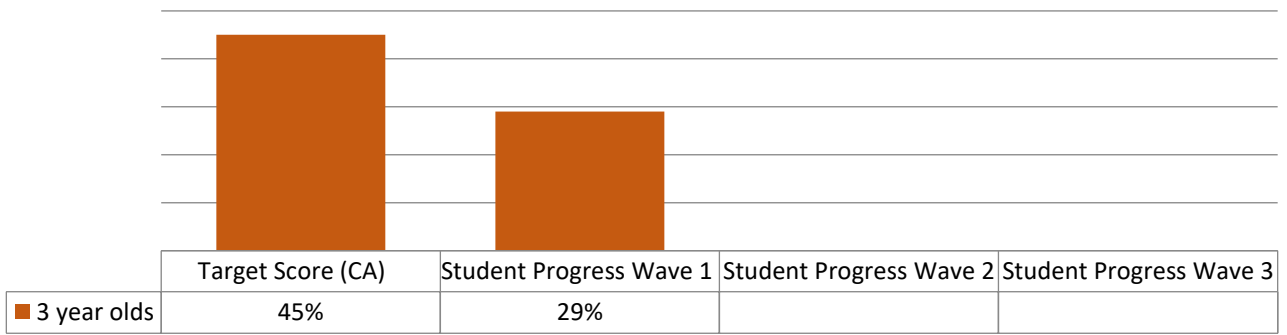
Percentages are based on actual data from Frog Street/Circle Assessment.

CSNT Head Start
School Readiness Performance Data Report
Head Start
2024-2025

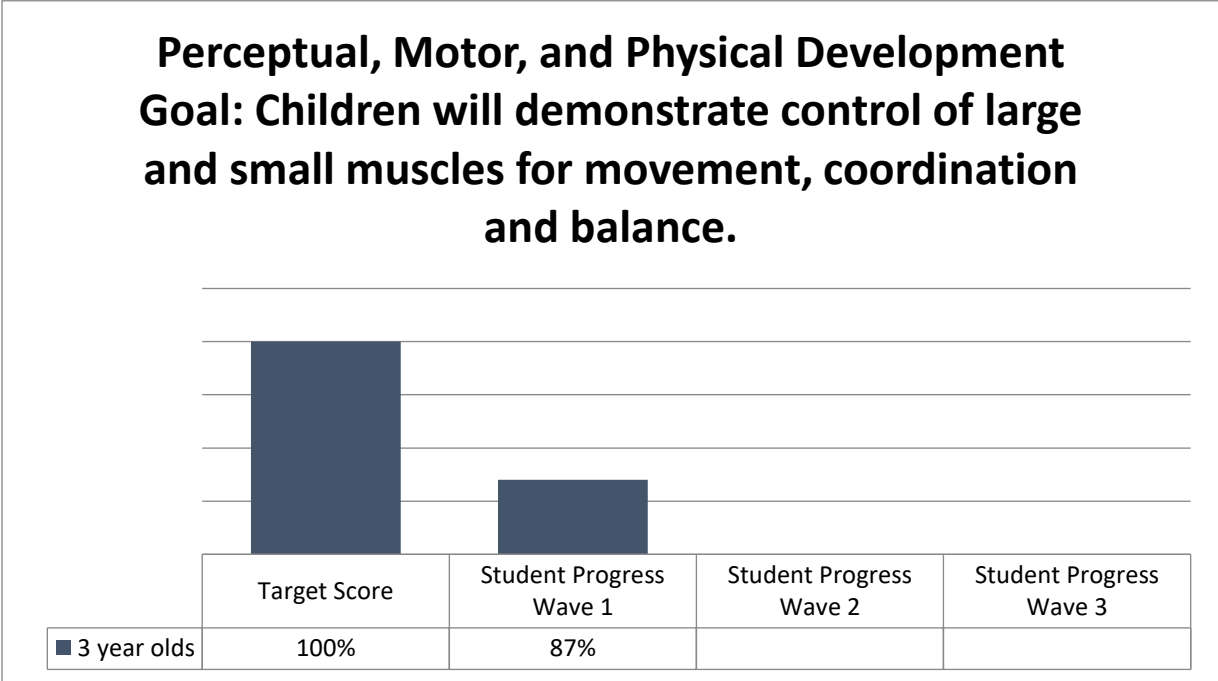
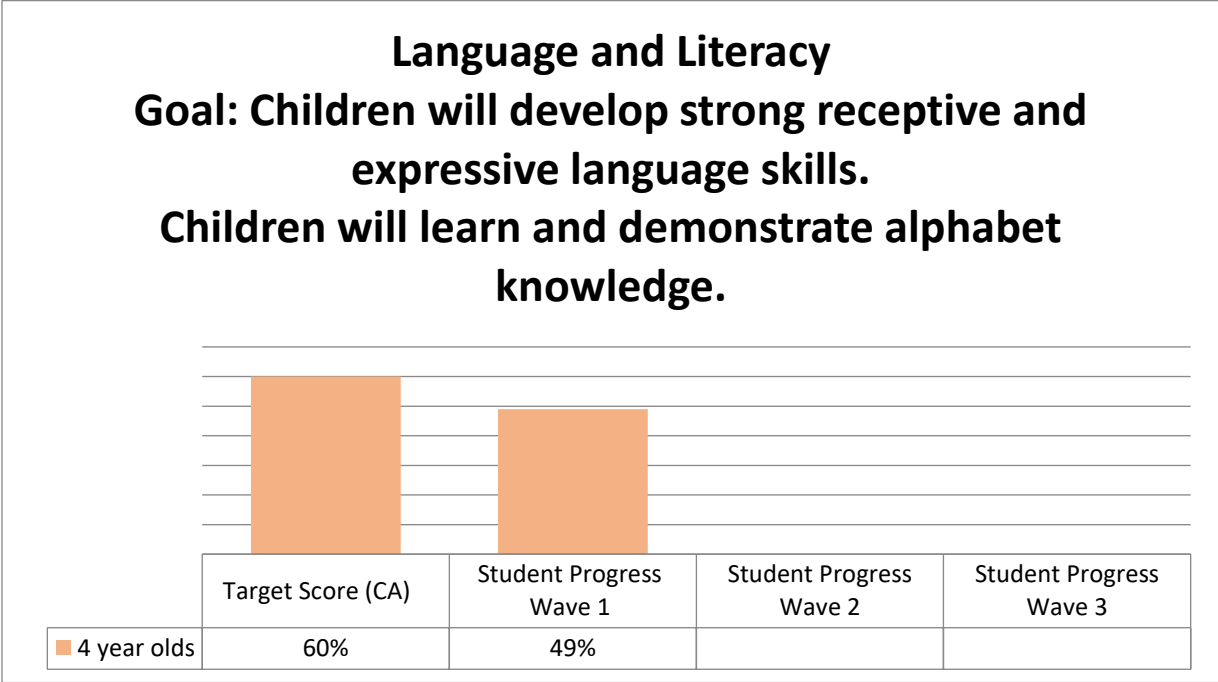


CSNT Head Start
School Readiness Performance Data Report
Head Start
2024-2025

Language and Literacy
Goal: Children will develop strong receptive and expressive language skills.
Children will learn and demonstrate alphabet knowledge....



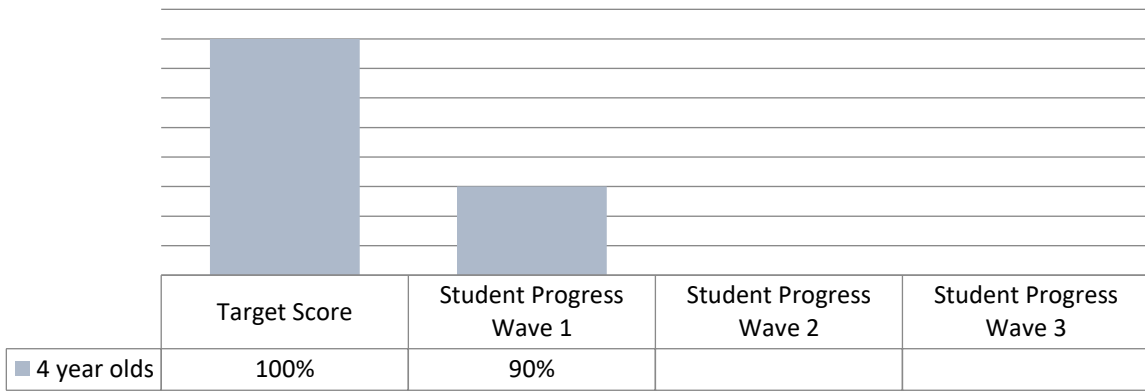
CSNT Head Start
School Readiness Performance Data Report
Head Start
2024-2025



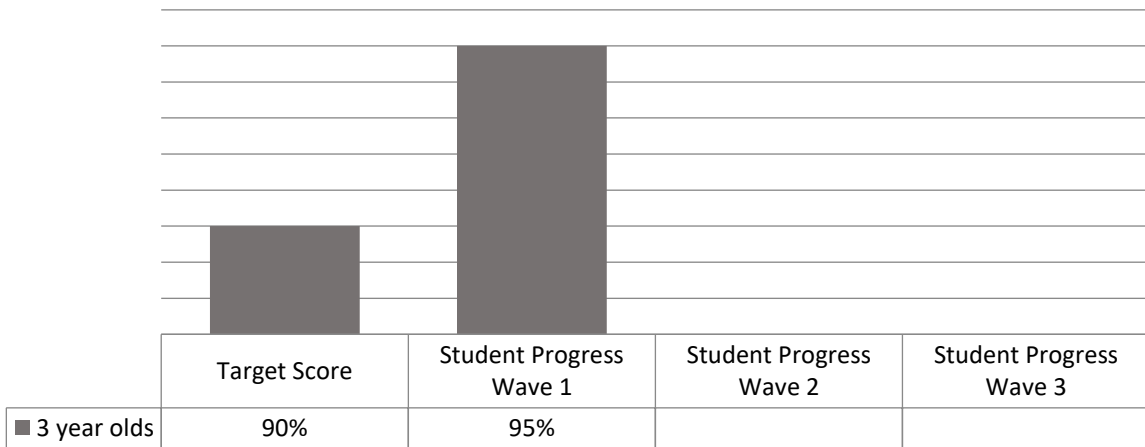
Percentages are based on actual data from Frog Street/Circle Assessment.

CSNT Head Start
School Readiness Performance Data Report
Head Start
2024-2025

Perceptual, Motor, and Physical Development
Goal: Children will control of large and small muscles for movement, coordination and balance.

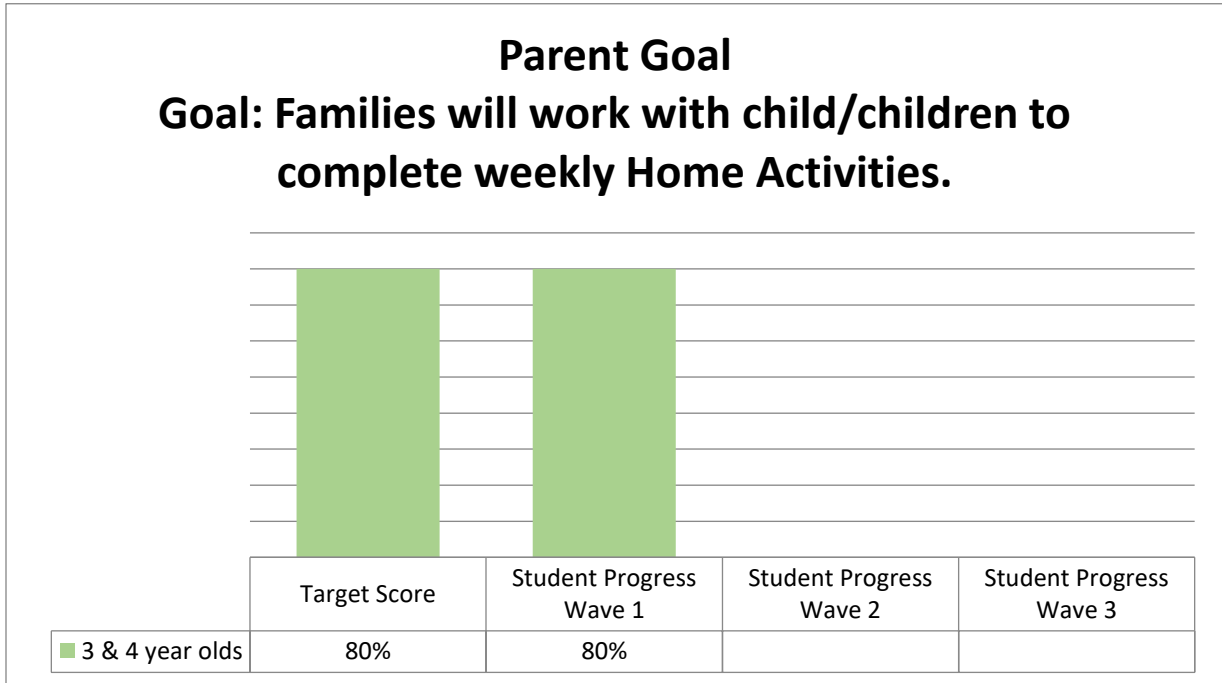
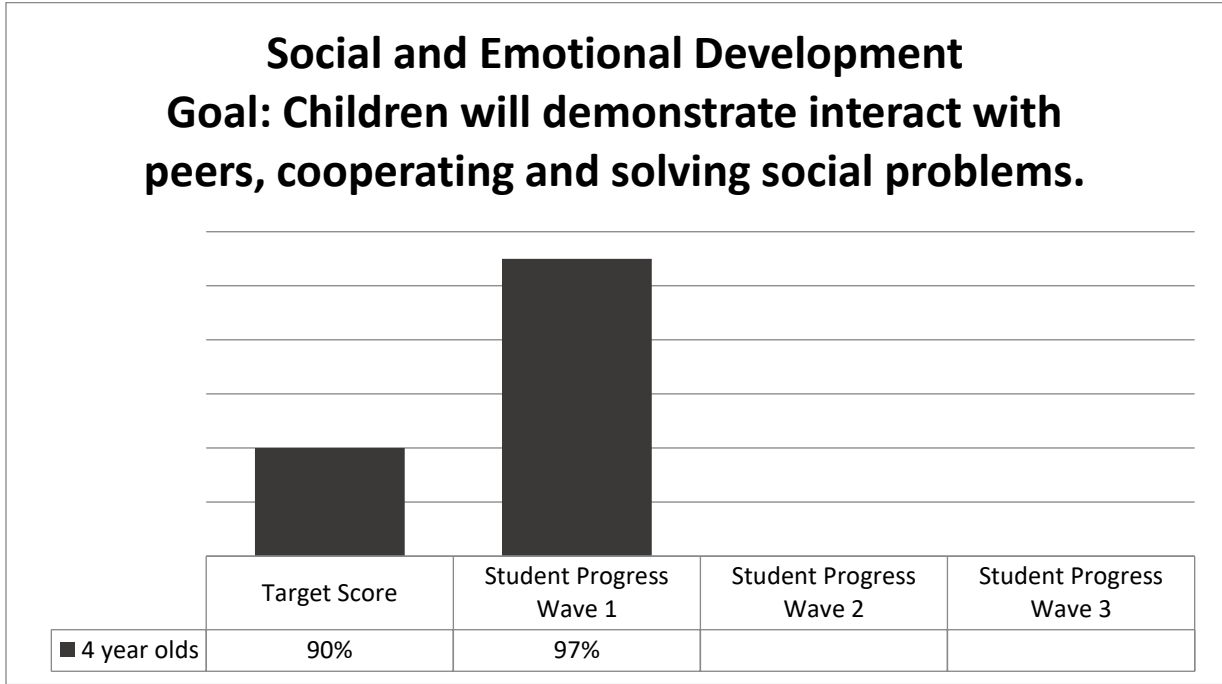


Social and Emotional Development
Goal: Children will demonstrate interact with peers, cooperating and solving problems.



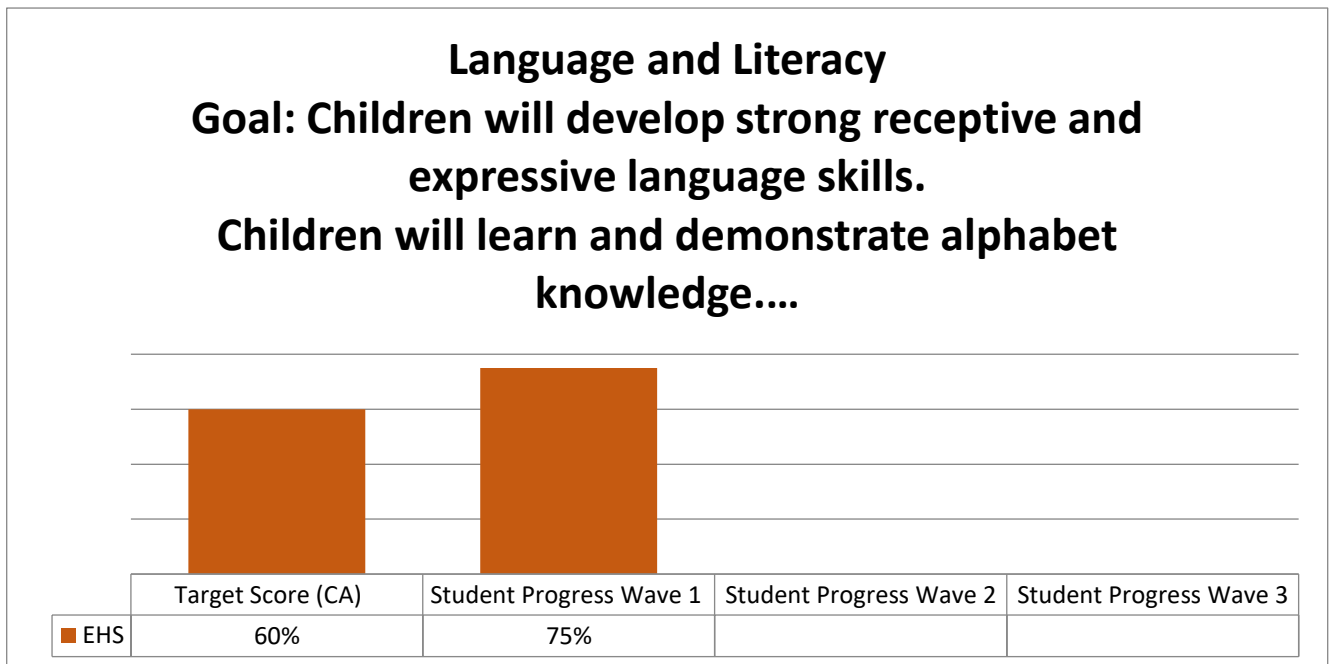
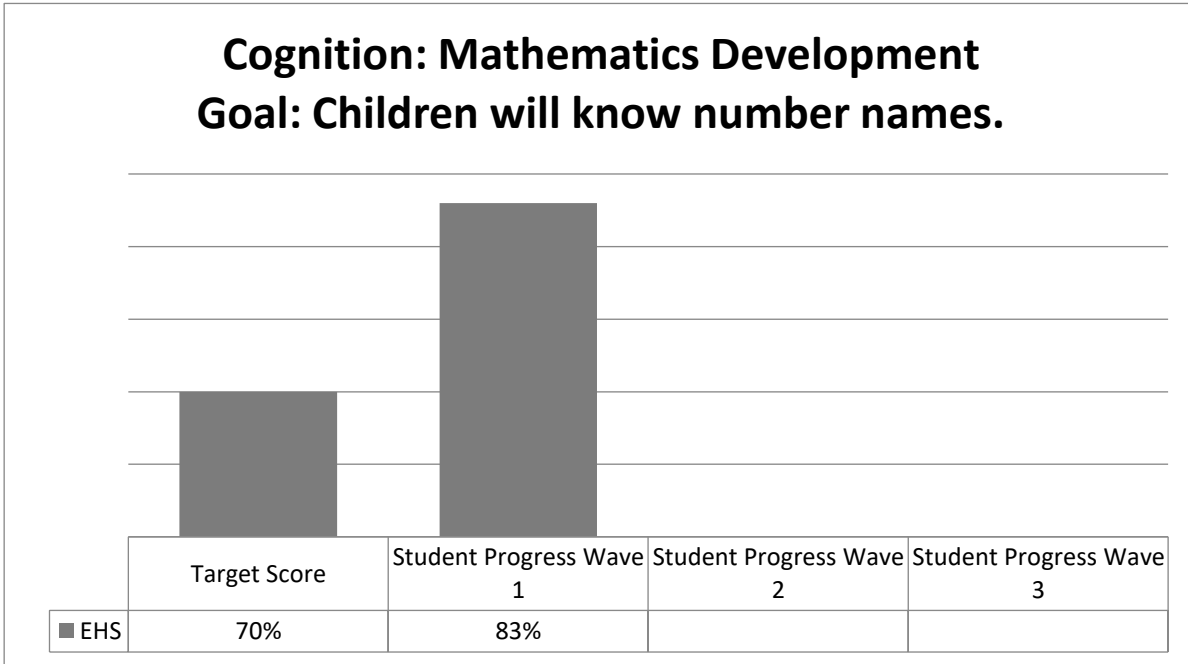
Percentages are based on actual data from Frog Street/Circle Assessment.

CSNT Head Start
School Readiness Performance Data Report
Head Start
2024-2025



Percentages are based on actual data from Frog Street/Circle Assessment.

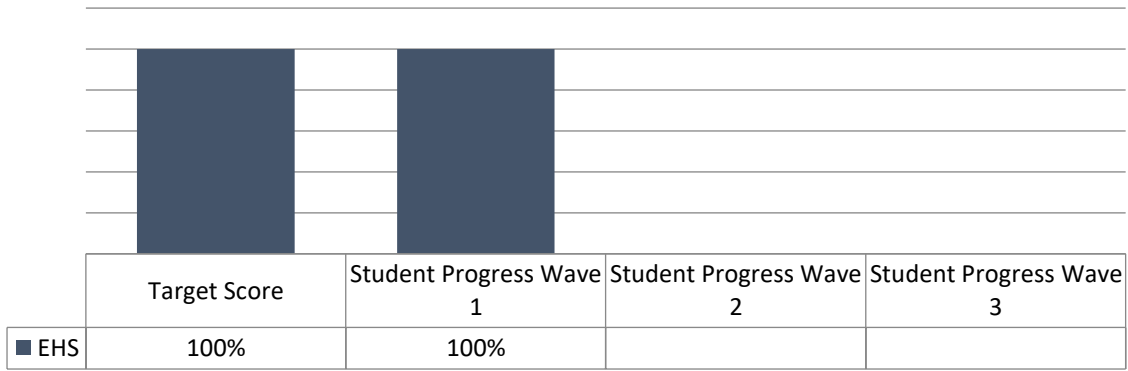
CSNT Head Start
School Readiness Performance Data Report
Early Head Start
2024-2025



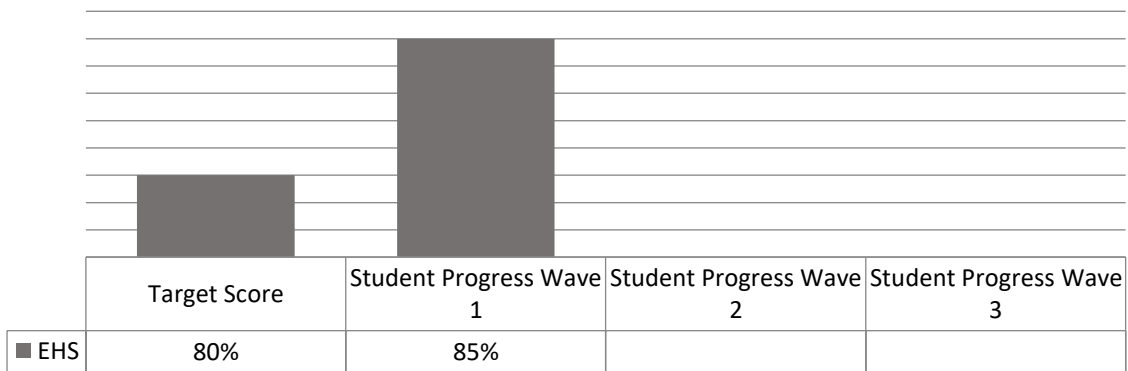
Percentages are based on actual data from Frog Street/Circle Assessment.

CSNT Head Start
School Readiness Performance Data Report
Early Head Start
2024-2025

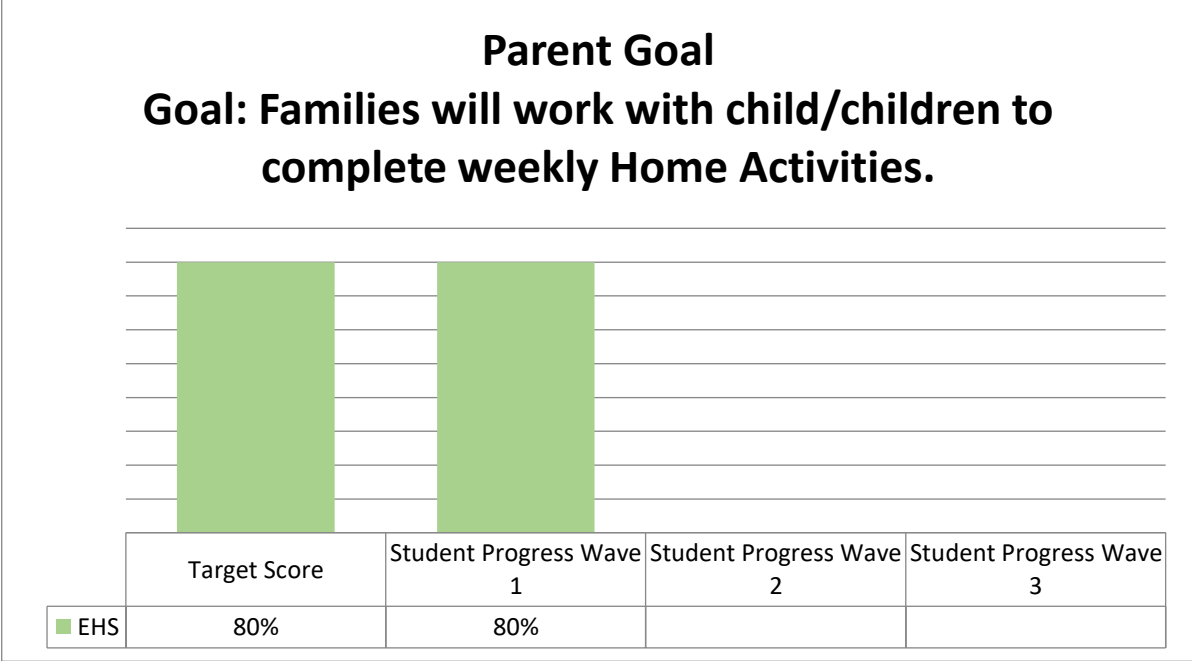
Perceptual, Motor, and Physical Development
Goal: Children will demonstrate control of large and small muscles for movement, coordination and balance.



Social and Emotional Development
Goal: Children will demonstrate interact with peers, cooperating and solving social problems.



CSNT Head Start
School Readiness Performance Data Report
Early Head Start
2024-2025



Percentages are based on actual data from Frog Street/Circle Assessment.

Parent, Family, and Community Engagement Framework

School Readiness Goals 2024-2025

1. Goal: Parents will ensure that all children are healthy.

Objective: 85% of all students will complete health requirements. **68%**

Action Steps:

1. Compliance on initial physicals – **78%**
2. Compliance on initial dentals- **85%**
3. Compliance on six-month dentals – **49%**
4. Compliance on annual physicals – **78%**
5. Compliance on lead – **61%**
6. Compliance on hemoglobin – **57%**

2. Goal: Parents will increase family engagement skills.

Objective: 80% of Parents will participate in Family Engagement Activities. **51%**

Action Steps:

1. Parent Engagement Events -**20%**
2. Participation in Read Across America – **no data yet**
3. Parent Powered Parenting Curriculum Participation – **81%**

3. Goal: Parents will be prepared for transition into kindergarten.

Objective: 80% of parents will complete activities that will ensure their child is ready to transition to ISD campus. **88%**

Action Steps:

1. Parent participation in Home Visits – **91%**
2. Parent participation in Parent Teacher Conferences. **94%**
3. Completion of home activities. – **79%**

4. Goal: Parent and Staff will participate in Mental Wellness activities.

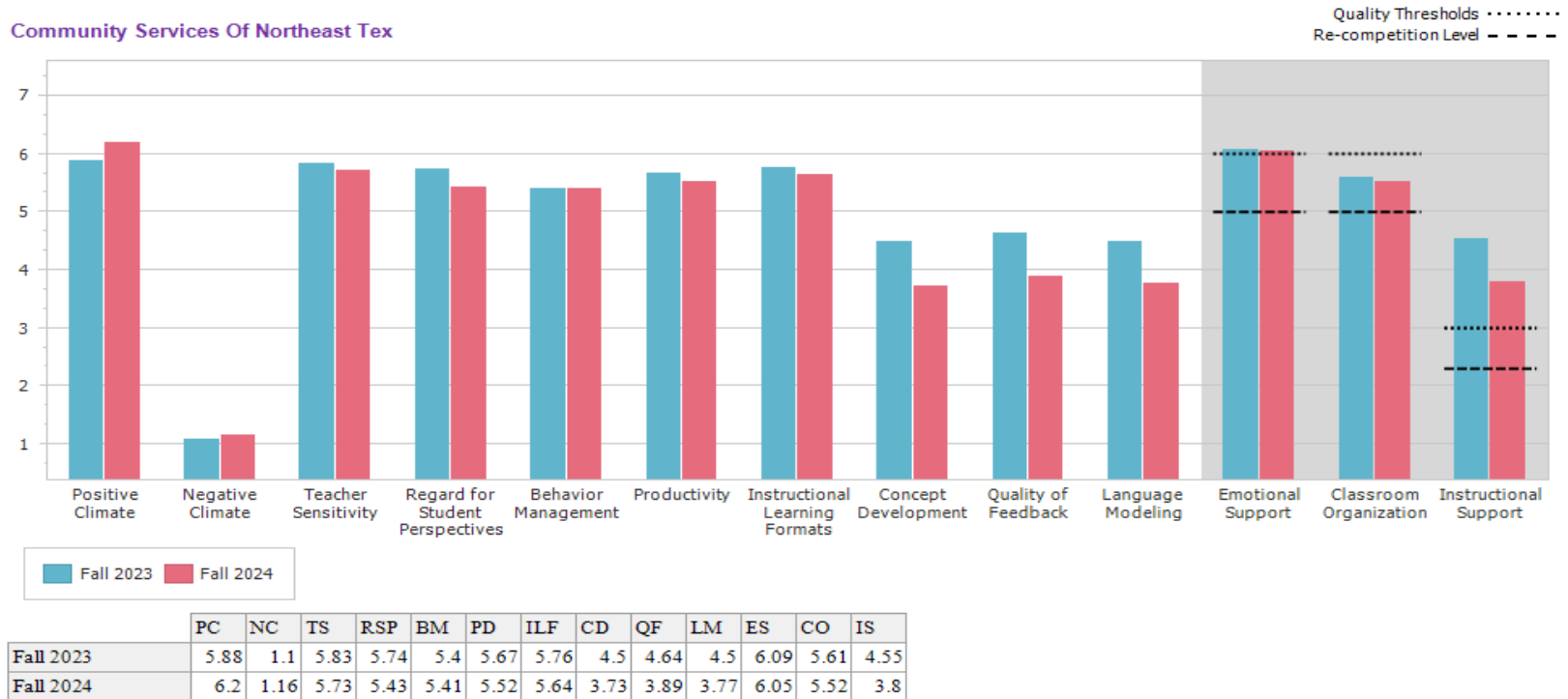
Objective: 90% of parents and staff will participate in mental wellness activities. **79%**

Action Steps:

1. Participation in quarterly staff wellness activity.- **56%**
2. Parents will participate in Parent Powered Parenting Curriculum - **81%**
3. Participation in staff wellness training **100%**

CSNT CLASS Program Scores-Head Start **Fall 2023** Vs. **Fall 2024**

Pre-K-CLASS Averages



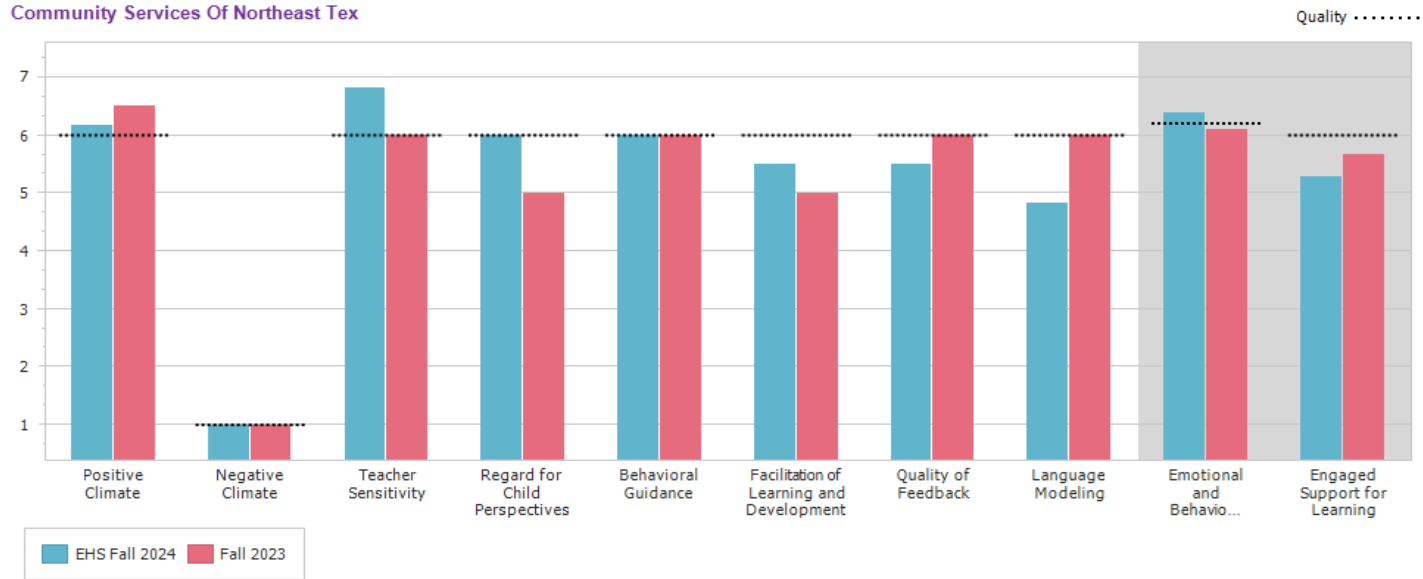
Competitive Thresholds	Quality Thresholds	CSNT CLASS Scores Fall 2023	CSNT CLASS Scores Fall 2024
Emotional Support-5	Emotional Support-6	Emotional Support-6.09	Emotional Support 6.05
Classroom Organization-5	Classroom Organization-6	Classroom Organization-5.61	Classroom Organization 5.52
Instructional Support-2.3	Instructional Support-3	Instructional Support-4.55	Instructional Support 3.80

***Fall 2023**- Out of 22 classrooms, we have 4 new teachers and 1 classroom wasn't observed because of shortage of staff and no lead teacher.

***Fall 2024**-Out of 22 classrooms, we had 8 new teachers, 1 substitute and 1 teacher's assistant taking on the roll as the lead teacher. There are 2 classrooms with no Lead Teacher during the fall CLASS observations.

CSNT CLASS Program Scores **Fall 2023** Vs. **Fall 2024**

Early Head Start Averages-Toddlers



	PC	NC	TS	RCP	BG	FLD	QF	LM	EBS	ESL
Fall 2023	6.5	1	6	5	6	5	6	6	6.1	5.67
EHS Fall 2024	6.17	1	6.83	6	6	5.5	5.5	4.83	6.4	5.28

Quality Thresholds	CSNT CLASS Scores Fall 2023	CSNT CLASS Scores Fall 2024
Emotional and Behavioral Support 6.00	Emotional and Behavioral Support 6.10	Emotional and Behavioral Support 6.40
Engaged Support for Learning 6.00	Engaged Support for Learning 5.67	Engaged Support for Learning 5.28

***Fall 2024-Out of the 4 classrooms we had 2 new teachers during the fall CLASS observations**

CSNT Head Start 2024-2025 Program Goals Progress Report

Program Goal 1: Strengthen comprehensive Health Services for children and families.					
Year One Objective One Outcome: 75% of parents will obtain (EPDST) health requirements for their children					
Fall Progress	65%	Winter Progress		Spring Progress	
Program Goal 1 Challenges: Parents obtaining documentation from health provider					

Program Goal 1: Strengthen comprehensive Health Services within the program.					
Year One Objective Two Outcome: 70% of parents/staff will participate in wellness activities					
Fall Progress	79%	Winter Progress		Spring Progress	
Program Goal 1 Challenges: Parents/staff feeling connected to the activities offered					

Program Goal 2: Provide Comprehensive School Readiness					
Year One Objective One Outcome: 60% of Head Start children will identify letters and make connections between letters, sounds, and print					
Fall Progress	39%	Winter Progress		Spring Progress	
Program Goal 2 Challenges: Teachers individualizing according to the data in the child assessment system					

Program Goal 2: Provide Comprehensive School Readiness					
Year One Objective One Outcome: 60% of Early Head Start children will identify letters and make connections between letters, sounds, and print					
Fall Progress	75%	Winter Progress		Spring Progress	
Program Goal 2 Challenges: Teachers individualizing according to the data in the child assessment system					

Program Goal 2: Provide Comprehensive School Readiness					
Year One Objective Three Outcome: 75% of children will sequence count to 50					
Fall Progress	22%	Winter Progress		Spring Progress	
Program Goal 2 Challenges: Teachers individualizing according to the data in the child assessment system					

Program Goal 2: Provide Comprehensive School Readiness.					
Year One Objective Four Outcome: <u>Head Start</u> - 6 (Quality Score) in CLASS Emotional Support (ES) And Classroom Organization (CO) and 3 (Quality Score) increase in Instructional Support (IS) <u>Early Head Start</u> – Emotional & Behavior score of 6 and Engaged Learning score of 6 and Responsive Caregiving score of 6					
Fall Progress	ES – 6.05 CO – 5.52 IS – 3.8 EB- 6.40 EL – 5.28 RC – N/A	Winter Progress	ES CO IS EB EL RC	Spring Progress	ES CO IS EB EL RC
Program Goal 2 Challenges: Staff turnover, Teacher motivation, lack of understanding concepts					

Program Goal 3: Increase Parent Involvement in the Head Start/Early Head Start Program					
Year One Objective One Outcome: 65% of parents will be involved in their child’s education					
Fall Progress	73%	Winter Progress		Spring Progress	
Program Goal 3 Challenges: Parent’s willingness to participate and their ability to participate due to other commitments such as work or family responsibilities					