

**Attachment 1
Head Start
January-February Report Summary**

Enrollment Report

January 2021	47%
February 2021	49%

SETA MONTHLY FISCAL REPORT

925 Del Paso Blvd., Suite 100, Sacramento, CA 95815

R5210

Month	January 1 - January 31, 2021	Agreement No.	21C5551S0
Delegate:	SCUSD - Child Development Department	Program:	X PA 22 HS BASIC R5210
Remit to address	General Accounting Department - 802A		PA 20 BASIC T/TA
	5735 47th Avenue		PA 25 EHS
	SACRAMENTO, CA 95824		PA 26 EHS T/TA
			OTHER

Cost Item	Actual Expenses		* Current Budget	Unexpended Balance
	Current Period & Adjustments	Cumulative To Date		
Personnel	15,199.48	89,837.39	209,283.00	119,445.61
Fringe Benefits	8,070.91	46,939.35	116,057.00	69,117.65
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Travel	0.00	0.00	0.00	0.00
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A Supplies	0.00	(0.91)	5,740.00	5,740.91
D Contractual	0.00	0.00	0.00	0.00
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Other	0.00	46.21	2,357.00	2,310.79

Sacramento
Employment and
Training
Agency

February 2, 2021

GOVERNING BOARD

ERIC GUERRA
Councilmember
City of Sacramento

PATRICK KENNEDY
Board of Supervisors
County of Sacramento

DON NOTTOLI
Board of Supervisors
County of Sacramento

Jacque Bonini
Sacramento City Unified School District
5735 47th Avenue
Sacramento, CA 95824

Dear Ms. Bonini:

ERIC GUERRA
Councilmember
City of Sacramento

Public Representative

KATHY KOSSICK
Executive Director

975 Del Paso Blvd., Suite 100

Sacramento, CA 95815

Main Office
(916) 263-3800

Head Start
(916) 263-3804

Website:

Fiscal Monitoring Findings

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MEMORANDUM

TO: Ms. Jacquie Bonini **DATE:** February 2, 2021
FROM: David B. Clark, SETA Fiscal Monitor
RE: Fiscal Desk Monitoring of Sacramento City Unified School District

PROGRAM	<u>ACTIVITY</u>	<u>FUNDING</u>	<u>PERIOD</u>	<u>PERIOD COVERED</u>
Head Start	Basic	\$ 5,840,686	8/1/19 – 7/31/20	2/1/20 – 7/31/20
Head Start	T & TA	\$ 31,200	8/1/19 – 7/31/20	2/1/20 – 7/31/20
Head Start	Covid-19	\$ 646,802	8/1/19 – 7/31/20	2/1/20 – 7/31/20

Monitoring Purpose: Initial Follow-Up Special Final

Date of review: October 12, 2020
Follow Up: 10/28, 11/1, 11/4, 11/6, 11/9, 11/20, 11/23

	AREAS EXAMINED	SATISFACTORY		COMMENTS/ RECOMMENDATIONS	
		YES	NO	YES	NO
1	Accounting Systems/Records	X			
2	Internal Control	X			
3	Bank Reconciliation		N/A		
4	Disbursement Control	X			
5	Staff Payroll/Files	X			
6	Fringe Benefits	X			
7	Participant Payroll		N/A		
8	Debit Reason Act		N/A		
9	Indirect Cost Allocation	X			
10	Adherence to Contract/Budget	X			
11	In Kind Contribution	X			