Program Report to Board and Policy Committee

Enrollment

For Month of: _____

Funded: _____ Families: _____ Children: _____ CACFP Breakfast: _____

Lunch: _____ Snack: _____

Services:

Social Services & Parent Participation

1. Number of home visits by FSC _____
2. Number of social-service referrals _____
3. Number of family partnership agreements updated _____
4. Number of fatherhood sessions held _____
5. Number of other parent training sessions held _____
6. Date of Parent Committee meeting _____

Health Screenings & Treatment

1. Number of physical exams completed _____
2. Number of dental exams completed _____
3. Number of well-child exams completed _____
4. Number of children who completed dental treatment _____
5. Number of children with immunizations up to date _____

Disabilities and Mental Health Services

1. Number of parenting sessions held for parents _____
2. Number of individual consultations with parents _____
3. Number of group couseling sessions for parents _____

Transportation

Administration

1. Number of staff _____
2. Number of employees hired _____
3. Number of staff development plans completed _____
4. Number of performance evaluations completed _____
5. Number of in-service sessions _____
6. Date of board meeting _____
7. Date of Policy Committee meeting _____

Children's Curriculum & Assessment

1. Date of RIF distribution _____
2. Number of children transitioned to other program _____
3. Number of collaborative agreements with other education agencies _____
4. Date of education committee meeting _____
5. Date of family literacy activity _____
6. Number of field trips _____

Program Report to Board and Policy Committee

Board and Policy Committee Budget Report

Center: _____ Month: _____

Total Budget $ _____ or _____ %

Salaries & Fringe Benefits $ _____ or _____ %

Equipment & Supplies $ _____ or _____ %

Children Services $ _____ or _____ %

Transportation $ _____ or _____ %

Parent Services $ _____ or _____ %

Building $ _____ or _____ %

Other $ _____ or _____ %

Category	Spent this month	Anticipated cost for the month	Difference
Salaries & Fringe Benefits			
Equipment & Supplies			
Children's Services			
Transportation			
Parent Services			
Building			
Other			

Explanation of variances from planned budget & actual spent: