



# BROC Head Start

## Report to the Community 2013 - 2014

Grant #  
04CH2524

### Age-Actual Enrollment

3 year olds----93  
4 year olds----59

Total – 152

Funded Enrollment----136  
Average Daily Attendance 88%  
Average Monthly Enrollment – 136

Number of NC Pre-K Slots  
Ashe-----15

### Primary Language

English-----119  
Spanish-----33  
East Asian-----1

### Enrollment by Race

White-----125  
Black-----13  
Multi-Racial-----14  
Asian-----1  
American Indian-----2  
Other-----3

### Enrollment by Ethnicity

- Hispanic-----41
- Non-Hispanic. 111

### Center Information

5 Centers (8 Classrooms)  
5 Star Licenses -5

### Facility Types

School Systems-----0  
Community Buildings ..... 1  
Agency Owned Centers....4 (3 of which are modular units)

### Child Screenings

Developmental – 138

Hearing – 139

Speech – 134

Vision – 144



**BROC Head Start is a federally funded child development program designed to prepare disadvantaged children for kindergarten and link families to services and education that will promote child and family success. Counties served are Alleghany, Ashe, and Wilkes for families who meet income guidelines. No fees are charged.**

On November 8, 2013, the Administration for Children and Families (ACF) conducted a monitoring review of the BROC Head Start Program to determine whether the previously identified findings had been corrected. On April 4, 2014 and based on the information during the review, ACF has closed the previously identified findings and no further corrective action is required.

Gatewood, Hughey and Company, Independent Auditors, completed the annual audit the Blue Ridge Opportunity Commission for year ending June 30, 2013. BROC Head Start had no findings in the annual audit.

### Transportation

A total of 87 children have been provided transportation services this year on a daily basis to and from four of the five Head Start centers. The following is a breakdown per center:

- Cub Creek – 51 children provided bus transportation
- Gap Civil – 15 children provided bus transportation
- Lomax – 9 children provided bus transportation
- Sizemore – 12 children provided bus transportation

The Head Start buses averaged 396 miles traveled per day to and from the Head Start centers. The following is a breakdown per center: Jim reports

- Cub Creek – average of 143 miles daily
- Gap Civil – average of 65 miles daily
- Lomax – average of 71 miles daily
- Sizemore – average of 56 miles daily

Thirteen (13) Head Start staff members have their Commercial Driver's License with the School Bus endorsement. Head Start provides school bus transportation to/from school for children at four of the 5 tri-county centers.

### Health & Nutrition Services

149 children had health insurance by the end of enrollment.

138 children had up to date physicals by the end of enrollment.

136 children received dental exams. Twenty-eight children were identified as needing services. Fourteen children received treatment. A few children had appointments for treatment after the closing of the program year. Dental homes were identified for 136 children. All others dropped or enrolled late before exams could be completed, or parents refused services.

148 children enrolled were up to date on immunizations

6 Behavioral health referrals with 6 follow-up's performed, and there were no behavioral health referrals to outside agencies.

151 children had identified medical homes by end of enrollment.

Fourteen children received glasses.

33,776 meals were served this program year: Breakfast-13,565, Lunch-13,710  
Snack-6,501

### Child & Family Information

Number of Families Served	142
Number on TANF / SSI.....	16
WIC-----	69
SNAP (Food Stamps) -----	61
Children below Poverty Level	139
Children above Poverty Level	13
Single Parent Families-----	58
Two Parent Families.....	84
Employed-----	101
Unemployed-----	41
In School or Training-----	17
Less than High School-----	59
High School or GED-----	56
Some college-----	18
Bachelor's Degree-----	9

### Family Services

- ❖ 141 of the families needed and received intervention services
- ❖ 120 of the families received Emergency/Crisis intervention services for food, shelter & clothing
- ❖ 115 of the families needed referrals/information on the following education/training: ESL (English Second Language), Adult Education, College, Job Training, Parenting, Health & Marriage Ed.

### Partners in Service

Wilkes Public Health Dental Clinic  
Alleghany Co. Partnership for Children  
Appalachian District Health Department  
Ashe County Partnership for Children  
Wilkes County Partnership for Children  
Wilkes Community College  
NC Cooperative Extension  
N.C Pre-K Program  
NC Head Start Collaboration Office  
Wilkes County Health Department  
Ashe County Health Department  
Alleghany County Health Department  
Arlena Creasman, MH Professional  
Wilkes Co. Public School System  
Ashe Co. Public School System  
Alleghany Public School System  
Lab Corp Occupational Testing Services  
Nationwide Testing Association  
NC DMV-Driver Education Specialist  
Kohl's  
Trinle P Positive Parenting Program

### Fatherhood Activities

Two "Breakfast with Dads" were held at each center this year. A total of six Fatherhood meetings were held. A bird house building project was held for the Lomax and Sizemore children. A family fishing event was held for the Lomax center. Overall Fatherhood participation for the year was 46%.





# BROC Head Start

## Report to the Community 2013-2014 (continued)

Grant # 04CH2524

### Volunteer Information

Total Number of Volunteers	337
Total Volunteer Hours	13,714.09
Total Volunteer Dollars	\$176,658.52

In April each center held a Parent Appreciation Night where each volunteer was recognized and received a certificate for outstanding volunteer service to the Head Start Program during the past year. Special recognition was also given to the centers top volunteers along with a \$10.00 gas card.

Congratulations to the centers top volunteers!

Cub Creek Center – Sandra Calderon-Henriquez

Gap Civil Center – Jorge Ramirez

Lomax Center - Rebecca Poteat

N. Wilkesboro Center – Bridget Ogburn

Sizemore Center – Crystal Jones

Congratulations to all Head Start Centers and Administrative Staff for an Awesome Job!

Cub Creek Center	\$43,707.33
Gap Civil Center	\$13,736.34
Lomax Center	\$28,592.28
North Wilkesboro Center	\$36,014.45
Sizemore Center	\$35,480.36
No-Site	\$19,127.76

### Special Initiatives

The Wilkes Community Action Committee donated \$800 to the BROC Head Start Program this program year. The Alleghany Planning Committee donated \$600 to the Gap Civil Head Start Program to assist with the repair of the roof for the center. The Alleghany Planning Committee also provided Gap Civil Head Start with a \$100 Garden Seed grant for a center garden. The staff, parents, and children enjoyed planting a small garden and blueberry and raspberry bushes.

During 2013-2014, the program continued to provide Family Engagement training and technical assistance to the five county area of Alleghany, Ashe, Surry, Wilkes and Yadkin. In 2012, Blue Ridge Opportunity Commission Head Start won a competitive grant to provide training and technical assistance over a two-year period of time to licensed child care providers on how to effectively engage families to child care and early education providers. The grant is part of the North Carolina TQRIS (Tiered Quality Rating Improvement System) Family Engagement Standards Project. This funding opportunity is made possible through the Race to the Top -Early Learning Challenge Grant and administered through the North Carolina Head Start State Collaboration Office.



The program had 40 employees and 12 (30%) were current or former Head Start Parents.

### Parent Involvement / Family Engagement Activities

Parent/Teacher conferences were held this program year in the months of October and in March.

Head Start Center Parent Committee meetings were held bi-monthly at all of the five centers.

A total of 20 meetings were held this year with the following educational topics provided by speakers:

- Behaviors for Positive Parenting
- Child Abuse, Domestic Violence, Triple P Positive Parenting Program
- Children's Brain Development
- Creating a Family Activity-Scrapbooking
- Curriculum Planning
- Healthy Nutrition for Children & Adults
- Parent Orientation on Program Governance
- Physical Health Activities
- Raising a Reader Program / Child & Family Literacy
- Services of the Samaritan Kitchen of Wilkes
- Transition to Kindergarten/Kindergarten Readiness

Head Start Parent Activity Projects Chosen:

- △ 1 Center Chose Family Scrapbooking
- △ 4 Centers Chose Family Photos

A Fall Festival was held at 3 Centers; Parents' and Volunteers' Appreciation Nights were held in April & May at each of the five Head Start Centers.

- ❖ 37 Parent Education Newsletters & Preschool Activity Calendars were distributed this year
- ❖ 23 Parent Education Workshops provided to Parents, Grandparents or Other Caregivers during the Center Parent Committee meetings held at each of the Head Start Centers.

### Teacher Information

- 100% of classrooms have Lead Teachers with Associate or Bachelor Degree
- 100% of Teacher Assistants have at a minimum the NC Early Childhood Credential and 50% have Associate Degrees.
- 63% of Lead Teachers and 80% of Center Coordinators have a Bachelor's Degree
- Average Annual Lead Teacher Salary: \$18,980.00 (with Bachelor Degree); \$10,073.00 (without Bachelor Degree). These figures do not include Fringe Benefits, which averages \$7,078.00 annually.
- Average Annual Teacher Assistant Salary, including fringe: \$10,387.00. These figures do not include Fringe Benefits, which averages \$5,944.00 annually.
- 50% of Teacher Assistants are pursuing their Child Development Associate.



# BROC Head Start

## Report to the Community 2013-2014 (continued)

Grant # 04CH2524

### Children with Disabilities

Twenty-seven children (18% of total enrollment) were identified with disabilities during the program year. Thirteen of the children with disabilities were determined eligible to receive services prior to enrollment, and fourteen were diagnosed during the enrollment year. Disabilities identified were speech/language impairment and multiple disabilities. The main disability identified was speech/language impairment.

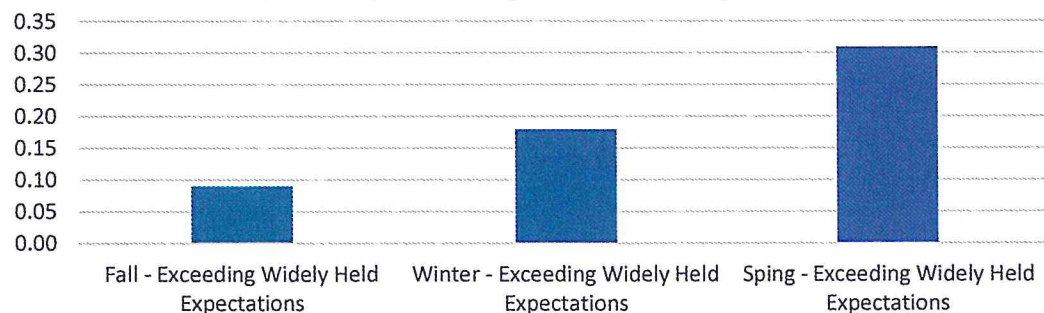
#### **Below Widely Held Expectations Report for Disabilities - Fall**



#### **Meeting Widely Held Expectations Report for Disabilities - Winter**



#### **Exceeding Widely Held Expectations Report for Disabilities - Spring**







# BROC Head Start

## Report to the Community 2013-2014 (continued)

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### Head Start Success Stories

In this year's success story, we are featuring Ashe County 2014 graduates, who were former Head Start children. We are very proud that these young ladies and young men were part of the program and that they received a "head start" into their educational journey! We wish them the best of luck in their future!

#### Honor Graduates – Level 1: Gold – Weighted GPA 4.25+

- Tiffani Yvette Carrasco
- Tabitha Ann Day
- Kayla Marie Osborne
- Kayra Mae Osborne

#### Honor Graduates – Level 2: Silver – Weighted GPA 4.0 to 4.249

- Alexandria Noelle Barker
- Mollie Jo Davis

#### Honor Graduates – Level 3: Purple – Weighted GPA 3.75 to 3.999

- Brittney Skye Hurley

#### NC Scholars

- Alexandria Noelle Barker
- Tiffani Yvette Carrasco
- Kayla Marie Osborne

#### Perfect Attendance – Kindergarten through 12<sup>th</sup> Grade

- Alexandria Noelle Barker

Scholarships	Scholarships/Grants	Amount Offered	Amount Accepted
• Tiffani Yvette Carrasco ETSU	Roan Scholars – East Tennessee State University	\$80,000.00	\$80,000.00
	Randolph College	\$26,000.00	
	Hollins College	\$68,000.00	
	Bridgewater College	\$64,000.00	
• Tabitha Ann Day ASU	Mars Hills University	\$16,000.00	
	Academic Scholars		
	Wilkes Community College	\$1,000.00	\$1,000.00
	DARE Scholarship		
• Mollie Jo Davis	ASU Pell Grant	\$5,645.00	\$5,645.00
	East Tennessee State University Federal Work Study	\$2,001.00	\$2,001.00



## Congratulations to Scherrie Focht BROC Head Start Parent of the Year!!!

On March 18 through March 21, 2014, Ms. Focht attended the 44<sup>th</sup> Annual NC Head Start Association Training Conference in Raleigh, N.C. On Thursday, March 20, Ms. Focht represented the BROC Head Start program at the "Parent of the Year" awards ceremony. One of questions Ms. Focht was required to complete on her application form was "Describe one family goal you set this year and the progress you've made toward reaching that goal". Ms. Focht replied with the following:

"Kitanna was born 3 weeks and 4 days early to parents who were ADHD, Bipolar and her mother had an explosive disorder. Children's Services paid for me to get custody of her so she didn't have to go into foster care. I started over again at age 52. I thought it was important for her to be with her parents too, so I moved all of us in together. Kitanna had developmental delays and a sensory disorder. We lived in Ohio and started working with an organization called Help Me Grow, then she transitioned into Early Head Start and finally into Head Start. When she was 2 ½ her Mom's explosive disorder became a problem and I had to make them leave. Kitanna developed an anxiety disorder. When she started Head Start, at the age of 3, she only spoke about 50 words and 3 syllables. She was not putting two words together. Kitanna's anxiety kept growing. Papaw has a temper and liked to scream and yell. This just got to be too much. There was never any physical violence, but I could see what all the negativity was doing to her. We left Papaw in July of 2013 and moved to North Carolina with what would fit in a van. Most of it belonged to Kitanna because I wanted to make this transition as easy on her as possible. We thought we were going to be living with my Mom, but that didn't work out. After 4 days, we had to move in with my son and his family for about 3 weeks until I could find a place. We started completely over again. We didn't have anything from a dish to a piece of furniture. But we made it. What we have may not be the best, but it is ours and we are together. Through all of this, I had the support of the Head Start family. Kitanna now talks a blue streak. She is still anxious and sees a therapist, but it is not nearly as bad as before. She has GI issues and potty training was difficult because going to the bathroom has always been a painful experience. She has very few accident now. So I guess my goals were getting her into a more peaceful environment, potty training, increasing her self-esteem and making sure she is well adjusted. My family asks me why I am so involved in the Head Start Program. ***My answer is this program has saved my Kitanna.*** What they do is amazing and how they do it is fantastic. If I hear someone say Head Start is just a glorified daycare, I immediately go into attack mode and set them straight. This program is vitally important to the education of our leaders for tomorrow."

Ms. Focht serves on the following BROC Head Start Program Governance committees. These committees share responsibility for overseeing the delivery of high quality services to children and families. There is no pay for being on any of these committees. It is all volunteer time. Ms. Focht also travels to different counties (Ashe, Alleghany & Wilkes) to attend these meetings.



- Parent Representative for the BROC Board Committee
- Chairperson for the Head Start Policy Council Committee
- Member of the Budget Committee
- Member of the Volunteer Committee
- Chairperson representing the North Wilkesboro Head Start Parent Committee
- Technology Committee
- Self-Assessment Committees – Fiscal, Program Design Management & ERSEA, and Program Governance.



## **Head Start Program Governance Training**

A brief overview of Policy Council functions and responsibilities was presented at the first Parent Meeting of Program Year 47 at each Head Start Center. On October 10<sup>th</sup>, 2013, a more in depth training was provided for new members in the BROK Wilkes Conference Room prior to the first Tri-County Policy Council meeting. The Policy Council Coordinator and/or Head Start Director provided one on one training to members as needed throughout the year. Team Leaders provided training on the Annual Program Self-Assessment to Committee Members, which included Policy Council and BROK Board members during the month of December 2013. A Board Retreat was held in December where BROK program directors provided intense training to the members about the different programs, their rules and regulations, and Board's role and responsibilities to the agency.

## **School Readiness Report**

A School Readiness Committee was formed this program year in order to review and develop goals for children to meet the Head Start Child Development Early Learning Framework. The committee consisted of stakeholders including parents, staff and public school personnel. The committee met two different times to review and revise goals, to develop strategies in order for children to meet the goals, and to review, aggregate, analyze the assessment data, and develop a plan for program improvement.

The School Readiness Goals were:

- Children will practice healthy and safe habits.
- Children will demonstrate awareness of and practice healthy and safe habits.
- Children will explore and engage in activities that promote large muscle control and balance.
- Children will explore and engage in activities that promote fine-muscle control and coordination.
- Children will engage in positive relationships and interactions with peers and adults.
- Children will demonstrate self-direction, confidence, persistence and independence.
- Children will demonstrate developmentally appropriate levels of attention, emotion and behavior.
- Children will recognize emotions and will express and manage them appropriately.
- Children will demonstrate eagerness and curiosity as creative and independent learners.
- Children will demonstrate a sense of purpose and the ability to follow through.
- Children will participate in group experiences and activities.
- Children will participate in music experiences through vocalization and/or exploring musical instruments.
- Children will respond through movement and dance to various patterns of beat & rhythm.
- Children will plan and create their own drawings, paintings & models using various art materials.
- Children will participate in acting out of stories through use of props and language.
- Children will think independently, recognize problems and approach them with flexibility.
- Children will utilize a variety of symbols and/or objects to represent thoughts and ideas.
- Children will use numbers in word and symbol form to count, compare and order objects.
- Children will use numbers to describe relationships and solve problems.
- Children will develop an understanding of shapes and their properties, and will have an understanding of how objects relate to one another.
- Children will be able to predict and classify objects in a pattern.
- Children will develop an understanding of size, capacity, and area as they relate to objects and their properties.
- Children will gain a better understanding of their surroundings by observing, questioning or predicting.
- Children will understand nature and the physical world.
- Children will demonstrate an understanding of relationships and roles, and will have respect for diversity and rules within their homes and community.



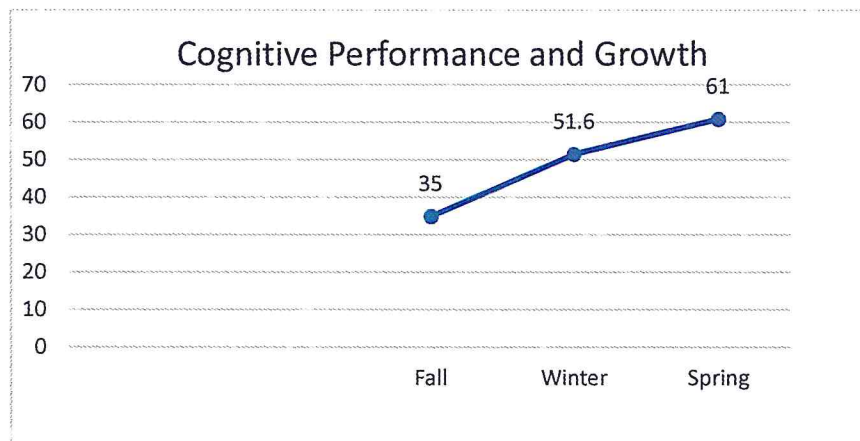
- Children will develop an understanding of history and how those events affect them and the people around them.
- Children will develop an understanding of the relationships between people and their environment.
- Children will demonstrate an understanding of various communication methods as well as complex spoken sentences.
- Children will use verbal and non-verbal language to communicate.
- Children will show an interest in printed materials and will show comprehension by engaging in discussions.
- Children will associate sounds with written words.
- Children will demonstrate knowledge of the alphabet by recognizing and naming some letters, especially those in their name.
- Children will demonstrate an understanding that print carries a message and will understand the sounds associated with those letters.
- Children will use a variety of writing tools and materials to represent their thoughts and ideas.
- Children who are dual language learners will demonstrate competency in their home language while acquiring beginning proficiency in English.

## Children's Performance and Growth Report

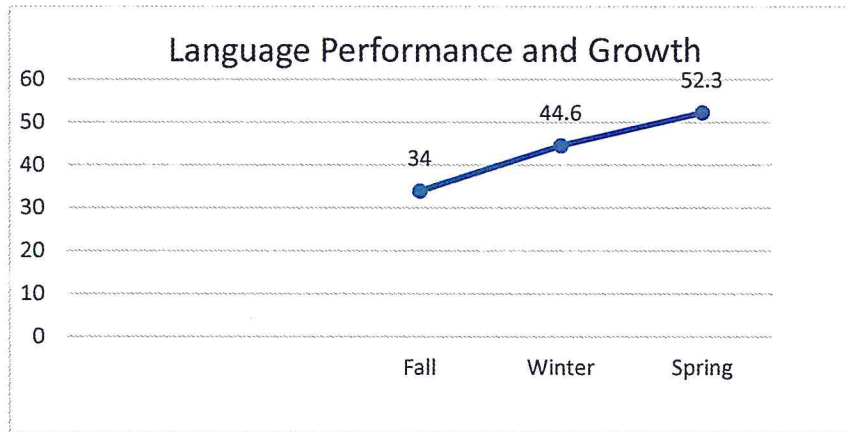
The Performance and Growth Reports (below) provide a big picture of how children are progressing toward meeting developmental and learning objectives. The reports can answer these questions:

1. Is this child or group of children meeting end of year expectations? (Performance)
2. Is this child or group of children demonstrating progress toward meeting expectations? (Growth)

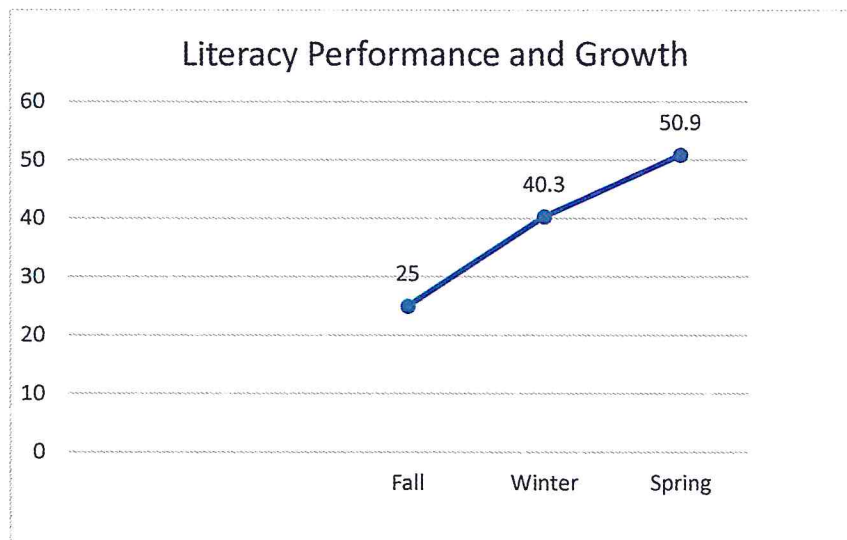
The Performance Reports compare children's skills, knowledge, and behavior to widely held expectations for each age or class/grade level. The Growth Reports show change over time. Children who begin with developmental or other delays, can still show gains toward meeting widely held expectations. Teachers use this information to adjust their instruction to meet the individual needs of each child.



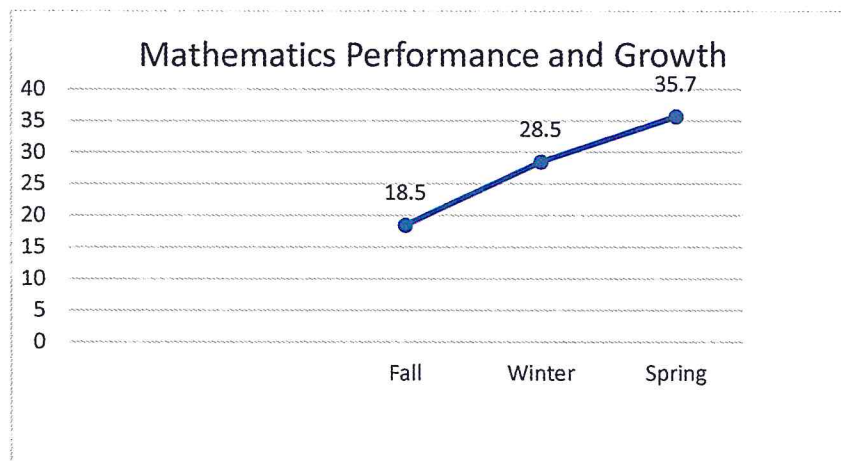
Total Growth: 26



Total Growth: 18.3

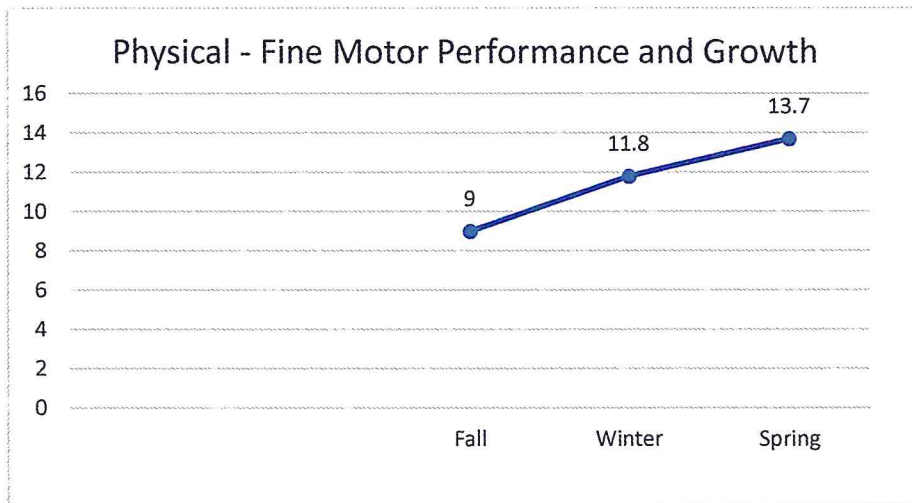


Total Growth: 25.9

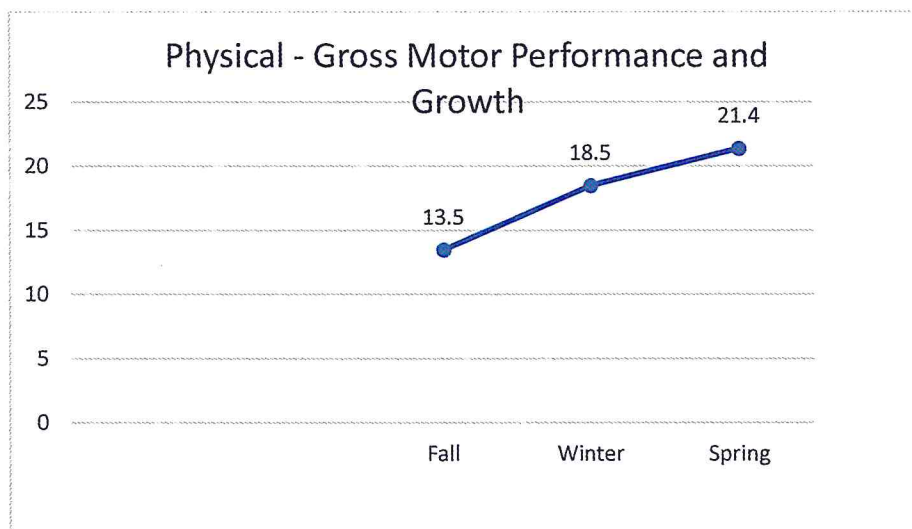


Total Growth: 17.2

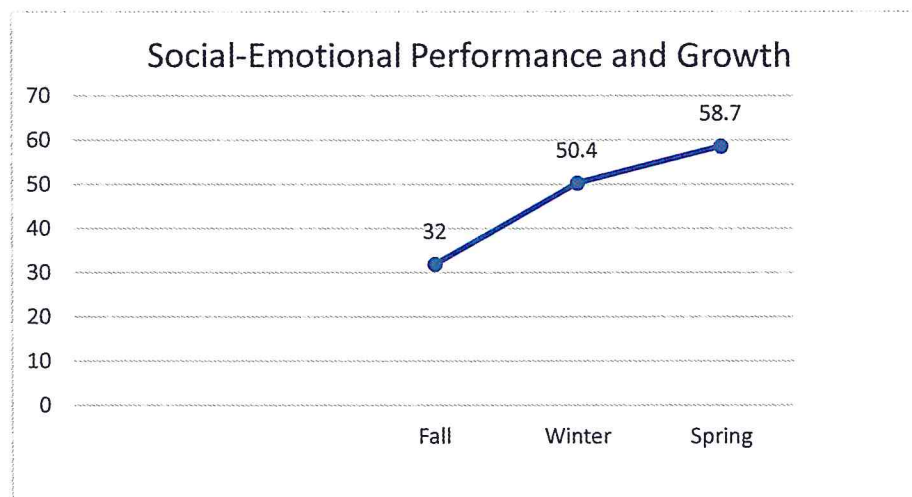




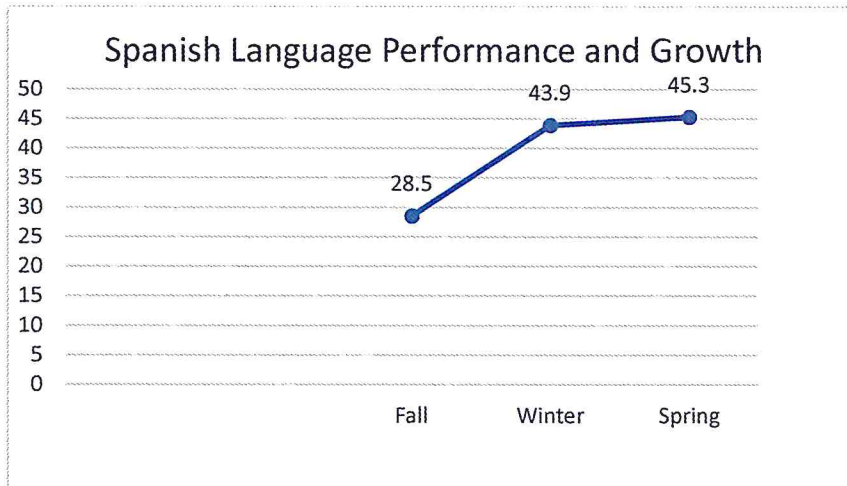
Total Growth: 4.7



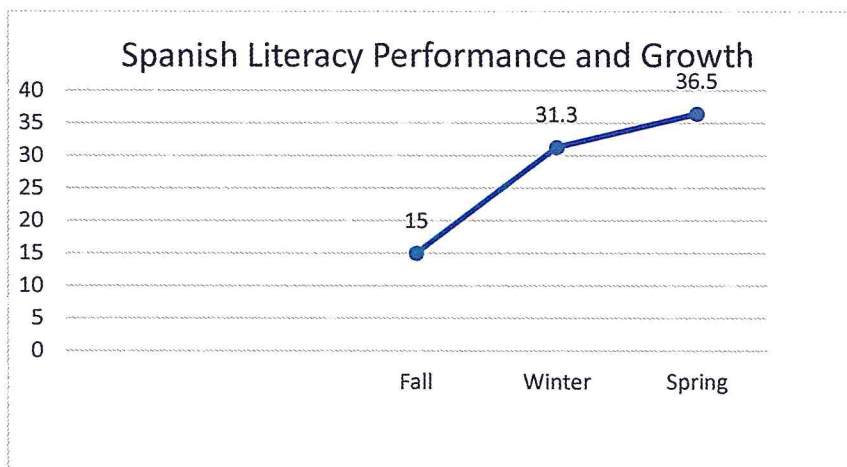
Total Growth: 7.9



Total Growth: 26.7



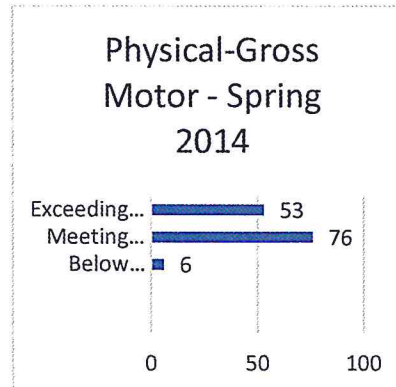
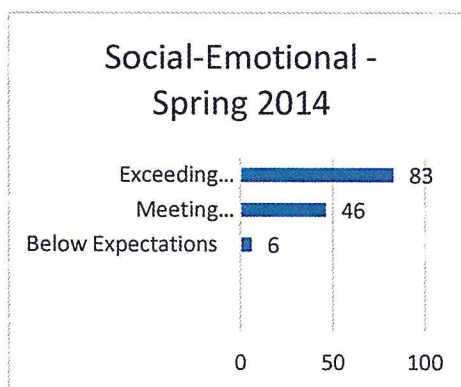
Total Growth: 16.8



Total Growth: 21.5

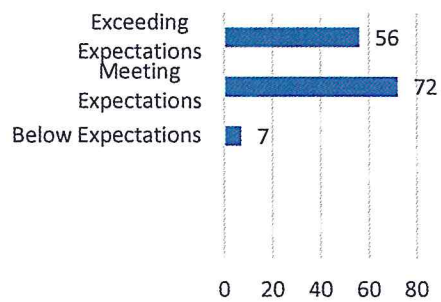
### Snapshot Report

The Snapshot Report (below) captures information about enrollees of BROC Head Start for spring 2014. At the beginning of the year, it is appropriate for a student's skills and abilities to fall below widely held expectations for his age or class/grade because he may not have received instruction for that level. This report provides a description of results for spring assessments.

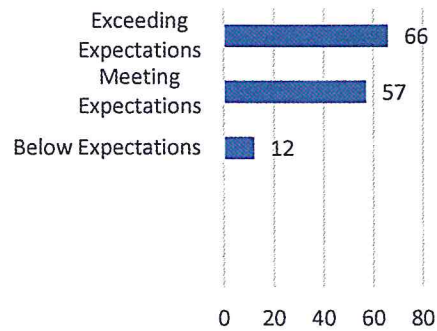




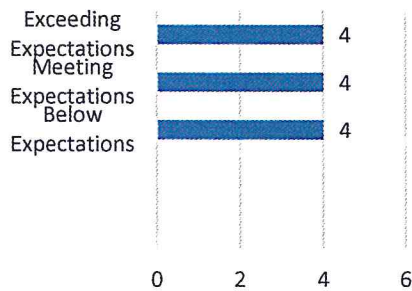
### Physical-Fine Motor - Spring 2014



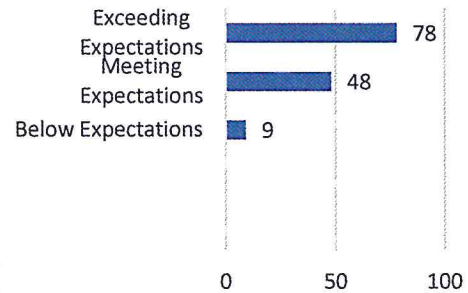
### Language- Spring 2014



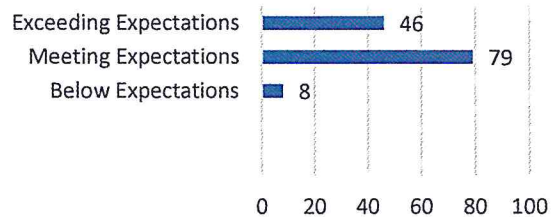
### Spanish Language - Spring 2014

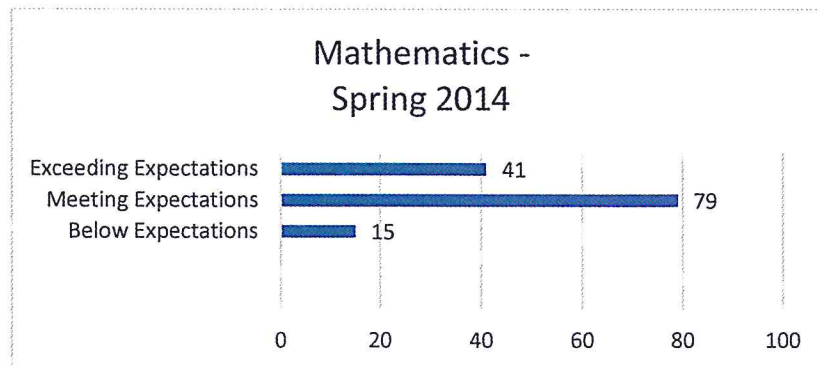


### Cognitive - Spring 2014



### Literacy - Spring 2014





The BROC Head Start Program has been utilizing the Classroom Assessment Scoring System (CLASS), which is a research based tool that measures teacher-child interactions in Head Start classrooms. Using CLASS in monitoring is a part of a larger Office of Head Start effort to ensure that all Head Start children have access to classrooms that support cognitive and social development through effective teacher-child interactions. CLASS observations were held twice this program year – once in the fall and another in the spring. Below is the result of the CLASS observations for this program year:

Overall Program CLASS Scores:	1 <sup>st</sup> Observation (December 2013 & January 2014)	2 <sup>nd</sup> Observation (Spring 2014)
Emotional Support	5.03 (2013 National Score: 5.99)	5.29
Classroom Organization	4.37 (2013 National Score: 5.63)	4.98
Instructional Support	3.32 (2013 National Score: 2.72)	2.99

Individual classroom meetings were held two times this program year to discuss results from the CLASS observations, improvement strategies, and distribution/discussion of handouts to enhance understanding and compliance to expectations/responsibilities and determine staff development plans.



**BROC HEAD START**

Financial Report for:

FY 2013-2014

JUNE 30, 2014

**PRELIMINARY FINAL REPORT**

DHHS - ACF Funds Program Account 22	2013-2014		Target % Expended	Budgeted Balance
	Budgeted	YTD Expenditures		
Personnel	763,059.00	703,680.85	92%	59,378.15
Fringe	298,352.00	272,883.00	91%	25,469.00
Travel	3,000.00	2,616.50	87%	383.50
Equipment	-	0.00		0.00
Supplies	33,500.00	40,610.71	121%	(7,110.71)
Contract Services	12,000.00	3,315.01	28%	8,684.99
Facilities/Construction	-	0.00		0.00
Other: Includes the following:	198,776.00			
UTILITIES - CENTERS/OFFICE/FIRE SYS.	89,000.00	73,342.76	82%	15,657.24
INSURANCE/LICENSES	32,500.00	30,370.39	93%	2,129.61
PROFESSIONAL FEES/CONSULTING	2,500.00	2,550.06	102%	(50.06)
TELEP/ INTERNET- CENTERS/OFFICE	10,000.00	40,647.92	**** 406%	(30,647.92)
AUDIT	12,000.00	11,951.00	100%	49.00
PUPIL TRANSPORTATION	14,000.00	12,280.44	88%	1,719.56
MAINTENANCE OF BUSES	6,000.00	6,483.26	108%	(483.26)
EQUIP/MISC BUILDING REPAIRS	5,000.00	12,008.85	240%	(7,008.85)
PRINTING	4,000.00	5,140.08	129%	(1,140.08)
MEDICAL/MENTAL HEALTH	3,000.00	270.00	9%	2,730.00
TRAVEL (LOCAL)/ADMIN/DISAB	2,500.00	571.50	23%	1,928.50
PARENT SERVICES	1,496.00	1,061.79	71%	434.21
OFFICE VEHICLE GAS/ MAINTENANCE	5,000.00	3,578.82	72%	1,421.18
PAYROLL PREPARATION (IN-HOUSE)	2,000.00	1,689.00	84%	311.00
FOOD (non-USDA)	2,000.00	1,813.58	91%	186.42
DRUG TESTING	1,000.00	631.92	63%	368.08
PEST CONTROL	800.00	1,220.65	153%	(420.65)
SUBSTITUTE WORKERS	4,000.00	1,386.39	35%	2,613.61
OTHER	1,980.00	4,366.08	221%	(2,386.08)
Total Other	198,776.00	214,364.49		(15,588.49)
Indirect Charges	87,000.00	87,000.00	100%	0.00
Total Federal	1,395,687.00	1,324,470.56	95%	71,216.44
DHHS - ACF Funds	In-kind Needed	Received To Date	Balance Needed***	
Program Account 22	2013-2014			
Non-Federal Match @ 20%	348,922.00	259,906.41	26%	89,015.59

\*\*\*\* Head Start receives 90% reimbursement from the Universal Service Administrative Company Schools and Libraries Division "E Rate" for program telecommunication services. NOTE: As of March 31, 2014, BROC Head Start has received \$31,895.95 in Erate reimbursements.

DHHS - ACF Funds Program Account 20	2013-2014		Target % Expended	Budgeted Balance
	Allocation	YTD Expenditures		
Staff Training & Technical Asst.	20,807.00	12,837.56	62%	7,969.44
DHHS - ACF Funds	In-kind Needed	Received To Date	Balance Needed***	
Program Account 20	2013-2014			
Non-Federal Match @ 20%	5,202.00	5,202.00	0%	0.00

**BROC HEAD START**

Financial Report for:

**FY 2013-2014**

**JUNE 30, 2014**

**PRELIMINARY FINAL REPORT**

As of: 6/30/2014	Previous Month	Received	Expensed	Ending Month
Revenue/Expenditures	Balance	To Date	To Date	Balance
USDA (Food Program) Reimb.	0.00	70,371.33	69,249.00	1,122.33
Interest Income - Checking	0.00	4.97	4.97	0.00
Local Funds (Wilkes Co.)	0.00	1,500.00	1,500.00	0.00
Local Funds, (Ashe Co.)	0.00	200.00	200.00	0.00
Local Funds, (Alleghany Co.)	0.00			0.00
Miscellaneous Receipts	0.00	10,053.45	10,053.45	0.00
RTT GRANT	0.00	7,000.00	6,227.83	772.17
Wilkes Community Action - Gift	0.00	700.00	700.00	0.00
Alleghany Planning Committee-Gift	0.00	600.00	600.00	0.00
	0.00	90,429.75	88,535.25	1,894.50

**Child Services General Fund**

Beginning	6/1/2014	Balance Forward	Receipts	Expenses	Balance
		57,544.70			

Ashe County NC PreK Reimb		0.00			
Wilkes County NC PreK Reimb		0.00			
Less: CHECKS WRITTEN					
A/P					
Sales Tax					
NC PreK Salaries					
NC PreK FICA					
NC PreK Medicare					
Supplies					
Other				99.00	
Indirect Cost (A/P per audit)					
Head Start Acct.					
ENDING	6/30/2014	Totals	0.00	99.00	57,445.70



**Your Business Credit Card Statement**
**BILLING CYCLE INFORMATION**

Previous Balance	-	\$2,314.00
Payments	-	\$2,314.00
Credits	-	\$288.89
Purchases & Other Charges	+	\$1,452.28
Cash Advances	+	\$0.00
<b>FINANCE CHARGES</b>	+	\$0.00
New Balance	=	\$1,163.39
Closing Date		06/18/2014

**ACCOUNT SUMMARY**

Account Number	XXXX XXXX XXXX 5778
Total Credit Limit	\$17,500.00
Available Credit	\$14,137.00
Available Cash	\$14,137.00
Amount Over Credit Limit	\$0.00
Amount Past Due	\$0.00
Days In Billing Cycle	31
Minimum Payment Due	\$50.00
Payment Due Date	07/13/2014

<b>Toll Free</b> 855-574-2423	<b>Contact Information</b> Outside U.S. (Call Collect) 407-762-7102	<b>P.O. Box 4997</b> Orlando, FL 32802-4997
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**Suntrust Cash Rewards Summary**

Previous Cash Rewards Balance	\$1,810.06
1% Cash Rewards Earned	\$11.63
Bonus Cash Rewards Earned	\$10.00
Cash Rewards Redeemed	\$0.00
<b>Total Cash Rewards Available</b>	<b>\$1,831.69</b>

Earn unlimited 1% cash back on your qualifying purchases. You can redeem whenever your cash back balance is \$25 or more by calling 855.574.2423.

**TRANSACTIONS**

Trans Date	Post Date	Reference Number	Merchant Name or Transaction Description	Amount Credit	Charge
06-01	06-01	7422307H9010S2XHL	PAYMENT - THANK YOU TOTAL XXXXXXXXXXXX5778	2,314.00	
05-27	05-29	2400175H45SD7LJ3Q	NC DHHS DCD CBC 919-527-6219 NC		26.50
05-29	05-31	2416407H631Y0XT3X	STAPLES 00106203 WILKESBORO NC SANDRA WAGONER TOTAL XXXXXXXXXXXX5802		44.94 \$71.44
05-20	05-21	2422638GX2LR8RGZ	WAL-MART #3289 W JEFFERSON NC		14.88
05-22	05-25	2432688GZKQ8BF2BV	ADVANCE AUTO PARTS #4137 N WILKESBORO NC		12.83
05-27	05-28	2480197H405JXLSGN	THE JUNCTION ROARING RIVER NC		63.00
05-29	05-31	2416407H631Y0WYWD	STAPLES 00105203 WILKESBORO NC		44.94
06-02	06-03	2439900H92AG92HGS	OREILLY AUTO 00013433 WEST JEFFERSON NC		10.45
06-04	06-05	2443186HBWGNV8TK0	AUTO EXPRESS KWIK LUBE IN JEFFERSON NC JIMMY D TEDDER TOTAL XXXXXXXXXXXX5844		16.73 \$162.83
05-29	05-31	2416407H631Y0WKZX	STAPLES 00106203 WILKESBORO NC JUDI A MITCHELL TOTAL XXXXXXXXXXXX5851		44.94 \$44.94
05-29	05-31	2416407H631XDQ4MZ	STAPLES 00106203 WILKESBORO NC		34.24
06-07	06-09	2416407HFVQJ3XTJX	RADIO SHACK COR00117960 WILKESBORO NC		288.89
06-09	06-09	2416407HGVQJ5TVWZ	RADIO SHACK COR00117960 WILKESBORO NC BRENDA W ROTEN TOTAL XXXXXXXXXXXX6890	288.89	\$34.24
05-29	05-31	2416407H631XDQFAG	STAPLES 00106203 WILKESBORO NC		38.08
05-31	06-02	2416407H8321X7J66	STAPLES DIRECT 800-3333330 CA		141.21
06-04	06-05	2422443HQ2Y3EW4MQ	SNAPP FISH 800-634-4500 CA LINDA W EDWARDS TOTAL XXXXXXXXXXXX2822		30.56 \$209.85

*Brenda W. Roten*

See reverse for additional information.

**Your Business Credit Card Statement**

TRANSACTIONS					
Trans Date	Post Date	Reference Number	Merchant Name or Transaction Description		Amount Credit    Charge
05-29	05-31	2416407H631Y0XEEJ	STAPLES 00106203 WILKESBORO NC		44.94
06-04	06-05	2444500HQBLKH1GLH	WM SUPERCENTER #1290 WILKESBORO NC		9.60
06-04	06-06	2416407HQ31YLYK01	STAPLES 00106203 WILKESBORO NC		13.90
06-12	06-15	2442733HLLM8FBV85	HOLLY MOUNTAIN IGA NORTH WILKESB NC DONNA WAGONER TOTAL XXXXXXXXXXXX1630 \$175.43		106.99
05-29	05-31	2416407H6QP2WKSMH	WILCO 231 00002311 N WILKESBORO NC BROC HEAD START TOTAL XXXXXXXXXXXX5490 \$68.60		68.60
05-19	05-20	2443099GV2DATX2ZK	PITNEY BOWES'S911905-003 800-732-7222 CT		216.15
06-05	06-10	2463923HGS66DH8VQ	SAGE SOFTWARE INC 855-9967243 CA		133.70
06-16	06-17	2439900HPWWWX24RK	QT 1043 97010433 GASTONIA NC MARY B SMITH TOTAL XXXXXXXXXXXX5847 \$396.06		46.21

Finance Charge Detail	Average Daily Balance	Daily Periodic Rate (may vary)		FINANCE CHARGE	Corresponding ANNUAL PERCENTAGE RATE
Purchases	0.00	.02257%	V	0.00	8.24%
Cash Advances	0.00	.04448%	V	0.00	16.24%

Combined Annual Percentage Rate for this Billing Cycle 16.24%

**IMPORTANT NEWS**

We are excited to announce new functionality on your SunTrust Business Credit Card account. To improve client experience, we have added Credit Limit Refresh functionality to improve the availability of your SunTrust Business Credit Card credit limit on sub accounts. For more information call 855.574.2423.



BP Business Solutions  
PO Box 923928  
NORCROSS GA 30010



ABOVE ADDRESS IS FOR CORRESPONDENCE ONLY  
For Customer Service Inquires call: (800) 760-8870

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BROC HEAD START  
ACCOUNTS PAYABLE  
710 BEECH ST  
N WILKESBORO NC 28659-4517

**Account Number**

Please reference your account # on all payments

PERIOD STARTING 05/06/2014  
BILLING DATE 06/06/2014  
DUE DATE 06/26/2014  
TOTAL BALANCE DUE \$3,972.03  
SPEND LIMIT \$13,800

Account Statement for Activity from 05/06/2014 - 06/05/2014

Payments and Adjustments

Date	Description	Amount
	Total:	\$0.00

*Brenda W. Rosen*

Thank you for choosing BP! You make important business decisions everyday so we appreciate your decision to use the BP Business Solutions program for your fueling needs.

Previous Statement Date	Prior Balance	Payments and Adjustments	Current Activity	Total Balance Due
05/06/2014	\$2,124.47	\$0.00	\$1,847.56	\$3,972.03

FOR PROPER PAYMENT POSTING, PLEASE INCLUDE ONLY CHECK AND REMITTANCE COPY BELOW IN THE ENVELOPE PROVIDED. ANY ADDITIONAL CORRESPONDENCE SHOULD BE DIRECTED TO THE ADDRESS IN THE TOP LEFT AREA OF THE STATEMENT.

# Fleet Management Report Tax Exempt

For Activity from 05/06/2014 to 06/05/2014

BROC HEAD START  
ACCOUNTS PAYABLE  
710 BEECH ST  
N WILKESBORO NC 28659

Account # 100-40  
Billing Date: 06/06/2014  
Name: BROC HEAD START

## PRODUCT PURCHASES SUMMARY SUMMARY OF TRANSACTIONS THIS REPORTING PERIOD FOR ALL CARDS

PRODUCT	QUANTITY	GROSS AMOUNT	FEDERAL	STATE	SALES	TOTAL
Diesel	83.32	\$ 331.12	\$ .00	\$ .00	\$ .00	\$ 331.12
Other	1.00	\$ 133.58	\$ .00	\$ .00	\$ .00	\$ 133.58
Gasoline	375.06	\$ 1,356.80	\$ -68.63	\$ .00	\$ .00	\$ 1,288.17
Miscellaneous Fuel [Non Tax-exempt]	21.62	\$ 80.03	\$ .00	\$ .00	\$ .00	\$ 80.03
Total	481.00	\$ 1,901.53	\$ -68.63	\$ .00	\$ .00	\$ 1,832.90

## CARD ACTIVITY DETAILS SORTED BY CARD #

Transaction Detail for Customer NO: AE7Q7 - BROC HEAD START

TRAN DATE	TRAN TIME	POST DATE	TRAN NUM	SITE	DRIVER	ODOMETER	FUEL TYPE	QTY	PPG	FEDERAL	STATE	SALES	NET AMT
Card - 55678XXXXX36133 - 001003													
04/07/2014	08:48	05/31/2014	4099390	EAST JEFFERSON FOODQ39,JEFFERSON,NC			UNLEADED REGULAR (86 OR 87 OCTANE)	3.51	3.50	\$ -2.47	\$ .00	\$ .00	\$ 44.83
05/06/2014	11:21	05/07/2014	4129920	RUN-IN #811 QPS,NORTH WILKESB,NC			UNLEADED REGULAR (86 OR 87 OCTANE)	3.16	3.64	\$ -1.86	\$ .00	\$ .00	\$ 35.14
05/10/2014	15:36	05/12/2014	4108465	EAST JEFFERSON FOODQ39,JEFFERSON,NC			UNLEADED REGULAR (86 OR 87 OCTANE)	3.66	3.66	\$ -1.97	\$ .00	\$ .00	\$ 37.53
05/14/2014	23:59	05/16/2014	4125791	AUTO EXPRESS KWIK LUBE,JEFFERSON,NC			OTHER MISCELLANEOUS TRANSACTION	1.00	133.58	\$ .00	\$ .00	\$ .00	\$ 133.58
05/17/2014	07:51	05/19/2014	4107115	EAST JEFFERSON FOODQ39,JEFFERSON,NC			UNLEADED REGULAR (86 OR 87 OCTANE)	3.47	3.66	\$ -2.10	\$ .00	\$ .00	\$ 39.90
05/22/2014	07:31	05/23/2014	4131057	EAST JEFFERSON FOODQ39,JEFFERSON,NC			UNLEADED REGULAR (86 OR 87 OCTANE)	3.40	3.66	\$ -2.45	\$ .00	\$ .00	\$ 46.60
05/28/2014	06:36	05/30/2014	4132491	WILCO 241 00002410,W JEFFERSON,NC			UNLEADED REGULAR (86 OR 87 OCTANE)	1.91	3.59	\$ -.35	\$ .00	\$ .00	\$ 6.50
06/03/2014	07:19	06/04/2014	4133475	EAST JEFFERSON FOODQ39,JEFFERSON,NC			UNLEADED REGULAR (86 OR 87 OCTANE)	14.21	3.66	\$ -2.60	\$ .00	\$ .00	\$ 49.40
06/04/2014	12:08	06/05/2014	4126061	RUN-IN #811 QPS,NORTH WILKESB,NC			UNLEADED REGULAR (86 OR 87 OCTANE)	2.87	3.62	\$ -.53	\$ .00	\$ .00	\$ 9.87
Card Totals: 55678XXXXX36133 - 001003											\$ -14.33	\$ .00	\$ 403.35

Card Totals: 55678XXXXX36133 - 001003





# Fleet Management Report Tax Exempt

For Activity from 05/06/2014 to 06/05/2014

BROC HEAD START  
ACCOUNTS PAYABLE  
710 BEECH ST  
N WILKESBORO NC 28659

Account #  
Billing Date: 06/06/2014  
Name: BROC HEAD START

## ARD ACTIVITY DETAILS SORTED BY CARD #

WARD ACTIVITY DETAILS SORTED BY CARD #										EXEMPT TAXES				NET
TRAN DATE	TRAN TIME	POST DATE	TRAN NUM	SITE	DRIVER	ODOMETER	FUEL TYPE	QTY	PPG	FEDERAL	STATE	SALES	AMT	
Card #: 55678XXXXXX36158 - 001004														
04/08/2014	07:39	05/31/2014	4099391	THE JUNCTION,ROARING RIVER,NC			UNLEADED REGULAR (86 OR 87 OCTANE)	✓17.38	\$ 3.47	\$ -3.18	\$ .00	\$ .00	\$ 57.14	
05/05/2014	08:50	05/06/2014	4094042	THE JUNCTION,ROARING RIVER,NC			UNLEADED REGULAR (86 OR 87 OCTANE)	✓18.06	\$ 3.72	\$ -3.30	\$ .00	\$ .00	\$ 63.87	
05/08/2014	08:41	05/09/2014	4121733	THE JUNCTION,ROARING RIVER,NC			UNLEADED REGULAR (86 OR 87 OCTANE)	✓18.50	\$ 3.67	\$ -3.39	\$ .00	\$ .00	\$ 64.52	
05/14/2014	08:41	05/15/2014	4129737	THE JUNCTION,ROARING RIVER,NC			UNLEADED REGULAR (86 OR 87 OCTANE)	✓15.15	\$ 3.67	\$ -2.77	\$ .00	\$ .00	\$ 52.83	
05/20/2014	08:41	05/21/2014	4135619	THE JUNCTION,ROARING RIVER,NC			UNLEADED REGULAR (86 OR 87 OCTANE)	✓16.48	\$ 3.67	\$ -3.02	\$ .00	\$ .00	\$ 57.45	
05/22/2014	08:41	05/23/2014	4131058	THE JUNCTION,ROARING RIVER,NC			UNLEADED REGULAR (86 OR 87 OCTANE)	✓10.64	\$ 3.67	\$ -1.95	\$ .00	\$ .00	\$ 37.11	
05/26/2014	11:12	05/27/2014	4027207	THE JUNCTION,ROARING RIVER,NC			UNLEADED REGULAR (86 OR 87 OCTANE) CTE	✓7.29	\$ 3.67	\$ -1.33	\$ .00	\$ .00	\$ 25.44	
05/28/2014	08:41	05/29/2014	4138242	THE JUNCTION,ROARING RIVER,NC			UNLEADED REGULAR (86 OR 87 OCTANE)	✓16.18	\$ 3.67	\$ -2.96	\$ .00	\$ .00	\$ 56.41	
									119.68		\$ -21.90	\$ .00	\$ .00	\$ 414.77

## EXEMPT TAXES

EXEMPT TAXES														
TRAN DATE	TRAN TIME	POST DATE	TRAN NUM	SITE	DRIVER	ODOMETER	FUEL TYPE	QTY	PPG	FEDERAL	STATE	SALES	NET AMT	
Card #: 55678XXXXXX36109 - 001010														
04/04/2014	07:14	05/31/2014	4093806	WILCO 241 00002410,W JEFFERSON,NC			UNLEADED REGULAR (86 OR 87 OCTANE)	✓ 18.96	\$ 3.40	\$ -3.47	\$ .00	\$ .00	\$ 60.96	
05/08/2014	07:59	05/09/2014	4121732	EAST JEFFERSON FOODQ39,JEFFERSON,NC			UNLEADED REGULAR (86 OR 87 OCTANE)	✓ 18.11	\$ 3.66	\$ -3.31	\$ .00	\$ .00	\$ 62.99	
05/19/2014	15:39	05/21/2014	4135618	WILCO 241 00002410,W JEFFERSON,NC			UNLEADED REGULAR (86 OR 87 OCTANE)	✓ 18.07	\$ 3.49	\$ -3.31	\$ .00	\$ .00	\$ 59.73	
05/30/2014	23:59	06/02/2014	4109912	DOLLAR MART,JEFFERSON,NC			FUEL ADJUSTMENT	✓ 21.62	\$ 3.70	\$ .00	\$ .00	\$ .00	\$ 80.03	
06/02/2014	09:46	06/03/2014	4095708	EAST JEFFERSON FOODQ39,JEFFERSON,NC			UNLEADED REGULAR (86 OR 87 OCTANE)	17.24	\$ 3.66	\$ -3.15	\$ .00	\$ .00	\$ 59.96	
Card Totals: 55678XXXXXX36109 - 001010										\$ -13.24		\$ .00	\$ .00	\$ 323.67



# Fleet Management Report Tax Exempt

For Activity from 05/06/2014 to 06/05/2014

BROC HEAD START  
ACCOUNTS PAYABLE  
710 BEECH ST  
N WILKESBORO NC 28659

Account #  
Billing Date: 06/06/2014  
Name: BROC HEAD START

## CARD ACTIVITY DETAILS SORTED BY CARD #

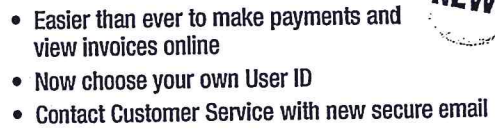
CARD ACTIVITY - DETAILS										EXEMPT TAXES			NET	
TRAN DATE	TRAN TIME	POST DATE	TRAN NUM	SITE	DRIVER	ODOMETER	FUEL TYPE	QTY	PPG	FEDERAL	STATE	SALES	AMT	
Card # 55678XXXXX36091 - 2														
04/07/2014	09:47	05/31/2014	4069319		RUN-IN #809 QPS,WILKESBORO,NC		UNLEADED REGULAR (86 OR 87 OCTANE)	✓ 20.91	3.55	\$ -3.83	\$ .00	\$ .00	✓ \$ 70.41	
05/06/2014	09:29	05/07/2014	4129919		RUN-IN #809 QPS,WILKESBORO,NC		UNLEADED REGULAR (86 OR 87 OCTANE)	✓ 17.53	3.64	\$ -3.21	\$ .00	\$ .00	✓ \$ 60.59	
05/12/2014	06:49	05/14/2014	4140917		OAKWOODS Q39,WILKESBORO,NC		D2 LS	✓ 30.75	4.00	\$ .00	\$ .00	\$ .00	✓ \$ 123.00	
05/12/2014	09:48	05/13/2014	4097889		RUN-IN #809 QPS,WILKESBORO,NC		UNLEADED REGULAR (86 OR 87 OCTANE)	✓ 18.05	3.64	\$ -3.30	\$ .00	\$ .00	✓ \$ 62.38	
05/15/2014	09:55	05/17/2014	4121859		WILCO 231 00002311,N WILKESBORO,NC		D2 LS	✓ 33.25	3.96	\$ .00	\$ .00	\$ .00	✓ \$ 131.63	
05/15/2014	10:57	05/16/2014	4125790		RUN-IN #809 QPS,WILKESBORO,NC		UNLEADED REGULAR (86 OR 87 OCTANE)	✓ 18.29	3.64	\$ -3.35	\$ .00	\$ .00	✓ \$ 63.24	
05/21/2014	09:52	05/22/2014	4128161		RUN-IN #809 QPS,WILKESBORO,NC		UNLEADED REGULAR (86 OR 87 OCTANE)	✓ 21.66	3.64	\$ -3.96	\$ .00	\$ .00	✓ \$ 74.88	
05/21/2014	11:04	05/23/2014	4131056		WILCO 231 00002311,N WILKESBORO,NC		D2 LS	✓ 19.32	3.96	\$ .00	\$ .00	\$ .00	✓ \$ 76.49	
05/28/2014	09:52	05/29/2014	4138241		RUN-IN #809 QPS,WILKESBORO,NC		UNLEADED REGULAR (86 OR 87 OCTANE)	✓ 8.24	3.64	\$ -1.51	\$ .00	\$ .00	✓ \$ 28.49	
Card Totals: 55678XXXXX36091 - 2										188.00	\$ -19.16	\$ .00	\$ .00	\$ 691.11
Transaction Detail For: AE7Q7-BROC HEAD START										481.00	\$ -68.63	\$ .00	\$ .00	\$ 1,832.90
										487.00	\$ -68.63	\$ .00	\$ .00	\$ 1,832.90

## CURRENT ACTIVITY SUMMARY

SUMMARY OF ACTIVITY THIS REPORTING PERIOD			Ref Number	Date	Amount
DESCRIPTION					
AE7Q7-BROC HEAD START			#41277032	05/07/2014	\$ 1,832.90
TAX EXEMPT FEE			#41545594	06/03/2014	\$ #41277032
CUSTOMER REBATES				Report Total	\$ #41545594
					\$ 1,847.56







**Visit [Lowes.com/CreditLogin](https://www.lowes.com/CreditLogin) today!**

**Lowe's® Business  
Card Account**

Visit us at [www.lowes.com/credit](http://www.lowes.com/credit)  
Customer Service: 1-800-444-1408

Payment Information	
New Balance	\$29.90
Total Minimum Payment Due	\$25.00
Payment Due Date	06/28/2014

Interest Charge Calculation					
Your Annual Percentage Rate (APR) is the annual interest rate on your account.					
Type of Balance	Expiration Date	Annual Percentage Rate	Balance Subject To Interest Rate	Interest Charge	Balance Method
Regular Purchases	NA	15.00%	\$0.00	\$0.00	2D

**Please Note:** Effective June 2, 2014, GE Capital Retail Bank ("GECRB") changed its name to Synchrony Bank ("SYNCB"). During the transition you may see communications with either name. For more information please visit [gecrb.com/synchronybank](http://gecrb.com/synchronybank)

Brenda S. Tate

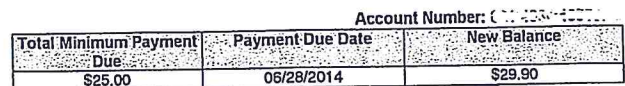
**CUSTOMER SERVICE:** For Account Information log on to [www.lowes.com/credit](http://www.lowes.com/credit). This account is not registered. The authentication code is: PHEN026, or call toll-free 1-800-444-1408.

**PAYMENT DUE BY 5 P.M. (ET) ON THE DUE DATE.**

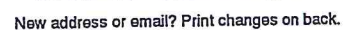
NOTICE: We may convert your payment into an electronic debit. See reverse for details, Billing Rights Information and other important information.

7009 0007 YNG 1 7 2. 140602 PAGE 1 of 5 9296 0011 B505 01DD7009 136445

Detach and mail this portion with your check. Do not include any correspondence with your check.



**Payment Enclosed:**  
Please use blue or black ink.



BROC - HEADSTART  
A/P  
710 BEECH ST STE A  
NORTH WILKESBORO NC 28659-4517

136445  
H201

**Make Payment to: LOWES BUSINESS ACCT/GEGRB**  
**P.O. BOX 530970**  
**ATLANTA, GA 30353-0970**

00025000007755 000250000002990

		BROC - HEADSTART		387792	
ACCOUNT # : 7982140344055625		LOWE'S BUSINESS ACCOUNT		P.O. # : NO	
INVOICE # : 09682		DATE OF SALE : 140512		STORE # : 1653	
TRANSACTION # : 0		AUTHORIZATION : 000723		REGISTER # :	
<u>S.K.U</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>UNIT</u>	<u>PRICE</u>	<u>EXT. PRICE</u>
000000000011983	1.33GAL HOME DEFENSE MAX	1.000	EA	\$12.80	\$12.80
0000000000516677	3M BUTTERFLY CLEAR (-5063	1.000	EA	\$9.47	\$9.47
000000000039277	JH 3M N95 RESPIRATOR - 3C	1.000	EA	\$5.67	\$5.67
000000000155670	PROMOTIONAL DISCOUNT APPL	1.000	EA	\$0.00	\$0.00
SUB \$27.94		TAX \$1.96		TOTAL INVOICE	\$29.90
				CREDITS TOTAL	\$0.00
				BALANCE DUE	\$29.90

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