



## Agenda

**Meeting of the Board of Directors  
Families & Communities Rising, Inc.  
4220 NC HWY 55, Suite 330  
Durham, NC 27713**

**Thursday, March 27, 2025, at 3:00 PM  
In person and Zoom virtual option**

**Vision:** Creating an environment where children, families, educators, and communities achieve full potential and commit to lifelong learning.

**Mission:** To educate and empower children, families, communities, and organizations by delivering unique educational and supportive services.

**Core Values:** Service, Inclusion, Innovation, Integrity

- 1) Welcome and quorum call (Board Chairman)
- 2) Approval of the minutes of February 27, 2025 (Board Chairman) – **Action Item**
- 3) Financial Report: (Chief Financial Officer) – **Action Item**
  - Agency financial reports for February 2025
  - Credit card usage February 2025
- 4) FCR Core Values – (Chief Executive Officer) – **Action Item**
- 5) HS & EHS (Head Start Director/CEO)
  - Disability Waiver 2024 – 2025 Request – **Action Item**
  - Non-federal Share Waiver Request – **Action Item**
  - Self-Assessment Findings & Improvement Plan – **Action Item**
- 6) Agency Report & Program Updates (CEO)
  - FCR HS & EHS
  - KidSCOPE
  - FRIENDS
  - ARCH
  - CEO Report
- 7) Adjourn (Board Chairman)

**Future meetings:**

- April 24, 2025 – Regular Meeting
- May 29, 2025 - Regular Meeting
- June 26, 2025 - Regular Meeting



## Minutes Summary

**Meeting of the FCR Board of Directors**  
**Spring Hill Suites Charlotte Uptown**  
**FCR Strategic Planning**  
**Thursday, February 27, 2025, at 3:00 pm**  
**In-person & Via Zoom Meeting**

<u>Board Members Present:</u>	B. Angeloe Burch Sr., Karen White, Angela Poole, Ike Opara, Brian Lewis
<u>Board Members Absent:</u>	N/A
<u>Board Members Excused:</u>	Dr. S. L. Wilson,
<u>Staff Present:</u>	Terry David, Dan Kutner, Shanti Vyom, Jill Kagan, Cheryl Walfall-Flagg
<u>Guests Present:</u>	Dr. Demond Spann, HR & HS/EHS Program Management Consultant, Heather McDowell, Attorney, Ellinger & Carr, LLC, Brian Scott, Aggie Technologies

1. The Board Chair, Dr. B. Angeloe Burch, called the meeting of the FCR Board of Directors to order at 3:00 pm, confirming a quorum was established.
2. The Chair read the vision, mission, and core values of FCR, Inc.
3. The Chair asked for approval of the minutes for the January 30, 2025, meeting if there were no questions or amendments. **Motion:** Karen White; **Second:** Angela Poole. All were in favor; the motion passed
4. The Chair introduced Daniel Kutner, Chief Financial Officer, who presented financial statements for January 2025 as follows:

January 2025 financials FCR, Inc. experienced a surplus of \$110,839 which is due to surpluses in Arch AoA cash project (\$3,000), due to donations and the HS/EHS cash projects (\$160,114) due to not having to spend the NC Pre-K, Durham Pre-K, and subsidy revenues. These surpluses were partially offset by deficits in the Administrative project (\$45,403), primarily due to the purchase of a vehicle for the CEO, the KidSCOPE projects (\$4,107), Development (\$4,047), and non-cash items (\$40,028). The YTD agency surplus of \$523,648 includes \$198,798 of non-cash items such as depreciation, accrued but unused vacation time, the unrealized loss or gains on our investments, and accrued interest in our investments. Total cash at 02/28/25 was \$4,470,628 which is an increase of \$74,590 since 06/30/24, which includes a \$590,000 transfer to our FCR investment account. Deferred Revenue is a new liability starting 12/31/24. It is revenues/funds received but not spent. The 01/31/25 balance compromises \$22,500 funds received from USAging and \$194,006 from the Duke Endowment fund but have not been spent as of 01/31/25. All other Balance Sheet balances are very comparable to 01/31/25 balances. The liquidity ratio at 01/31/25 was 7.52 as compared to the 06/30/24 liquidity ratio of 5.72.

The FCR HS/EHS grant which started a new fiscal year on 08/01/24 is under spent as compared to the YTD budget by \$268,626 as of 01/31/25, which is primarily due to vacancy savings and the Federal indirect rate reduced from 18.60% to 14.70%. The non-federal share is \$115,531 below budget and the administrative cap % is 12.06 below the cap of 15%. CACFP revenue for the month was \$31,114, YTD \$216,835.

5. **Motion:** Angela Poole; Second: Ike Turner. All were in favor, the motion passed.

The board voted to approve the January 2025 financial statements for Families & Communities Rising, Inc., including FCR Head Start & Early Head Start, and the credit card reports for the January 2025 period. This approval means that the board has reviewed, discussed, and is aware of the financial health of the organization at this time.

6. The Chair asked Mr. David to present the HS & EHS Self-assessment Timeline for the 2024-2025 program year.

Mr. David reviewed the FCR HS & EHS 2024-2025 Self-assessment Timeline, from Phase 1 to Phase 4, covering the self-assessment training, collection period, review period, and March 27<sup>th</sup> presentation of findings to the Head Start & Early Head Start Policy Council and FCR Board of Directors.

**Motion:** Karen White; Second: Angela Poole. All were in favor, the motion passed.

7. The Chair asked Mr. David to provide the agency report and program updates.

Mr. David stated, FCR HS & EHs are fully enrolled.

He highlighted the ARCH National Respite Conference from April 1, 2025, to April 3, 2025, in Huntsville, Alabama. He stated that board members should indicate if they wish to attend the conference.

Mr. David also highlighted the North Carolina Head Start Association's (NCHSA) Annual Conference, March 11, 2025, to March 14, 2025, in Raleigh, NC. He stated that board members interested in attending should indicate if they are interested in attending.

KidSCOpe received a \$597,000 grant from Duke Endowment for a 3-year period was provided. In addition, KidSCOpe has a new \$165,000 contract with Telamon Corporation to provide mental health consultation. KidSCOpe also received a \$50,000 grant from Positive Childhood Alliance North Carolina (PCANC).

A segment of the FRIENDS grant to support migrants was stalled due to the new funding directives from the new federal administration. Based on these directives, the FRIENDS program cannot have large scale in-person meetings, and their meetings scheduled for March 2025 may be cancelled.

Mr. David reviewed CACFP, the Child & Adult Food Program. It provides two healthy meals and a snack for children in the HS & EHS center-based option. The pending new federal spending plan may affect CACFP. This would provide a possible challenge for the HS & EHS program going forward. While in the program, the meals the children receive may be their only healthy meal. Mr. David indicated that the board will be updated as this progresses.

8. With no further business, the Chair adjourned the meeting at 3:26 pm.  
*Respectfully submitted by Terry David.*



## **FINANCIAL STATEMENTS**

**February 2025**

<b><u>Page</u></b>	<b><u>Description</u></b>
1	Financial overview
2	Balance Sheet
3	Agency income Statement
4	Agency (program) Income Statements
5	FY 24-25 FCR Head Start/Early Head Start

**Families and Communities Rising**  
**Overview**  
**February 2025**

**Agency**

FCR experienced an \$125,538 surplus in February 2025, YTD a \$649,186 surplus. The February surplus is due to a surplus in the HS/EHS cash project(s) (\$178,316) which was partially offset by deficits in the Administrative project (\$5,071), Development project (\$4,628), and non-cash items (\$47,231). The YTD surplus of \$649,186 includes non-cash items of \$247,028 as listed below.

**CASH:**

As of 02/28/25 the total cash balance is \$4,506,972, an increase of \$110,934 from 06/30/24, which includes \$590,000 transferred to the FCR Investment account.

	<u>Bank</u>	<u>Rate</u>	<u>Amount</u>	
Checking	Truist	0.00%	\$230,272	\$230,272
Savings:	Truist	0.01%	328,758	
	Self Help	2.31%	203,906	
	Pinnacle	2.73%	3,744,036	<u>4,276,700</u>
				<b>\$4,506,972</b>

**FCR INVESTMENT FUND (at Market value):**

Goldman Sachs Money Market	4.390%	\$145,307	
US Treasury Bill 03/20/25	5.035%	269,460	
US Treasury Bill 12/26/25	4.947%	193,478	
Charles Schwab CD 06/17/25	5.350%	212,530	
Morgan Stanley CD 06/20/25	5.350%	250,643	
Citibank CD 06/25/25	5.350%	250,673	
First National Bank CD 09/12/25	4.300%	239,842	
Flagstar Bank CD 10/10/25	3.900%	174,489	
Goldman Sachs CD 02/04/26	4.200%	239,815	
Bank of America CD 02/20/26	4.250%	199,952	<b>\$2,176,187</b>

**ACCOUNTS RECEIVABLE:**

Medicaid claims	\$1,957	
Childcare revenue	196,857	
Cost reimbursable grants	20,176	
Other grants	57,063	
Federal grants (not down down)	162,463	<b>\$438,516</b>

The agency's current liquidity ratio is 7.45 at 02/28/25, which is total Cash and Accounts Receivable over total Liabilities and Accrued Vacation (\$7,164,464 / \$962,299). A ratio of over 1 represents an Organization that is able to meet it's total obligations. The agency's liquidity ratio at 06/30/24 was 5.72.

**Non-cash Items:**

	Feb '25	YTD
Accrued Interest	<b>(\$4,338)</b>	\$26,154
Unrealized loss/gain on investments	859	31,829
Depreciation	<b>(23,459)</b>	<b>(178,569)</b>
Adjustment to Vacation accrual	<b>(20,293)</b>	<b>(126,442)</b>
	<b><u>(\$47,231)</u></b>	<b><u>(\$247,028)</u></b>

**Management and General**

a) Administrative

The Administrative project experienced a \$5,071 deficit in February. The primary reason for the YTD Budget deficit of \$298,143 is due to lower than budgeted recoupment of indirect costs.

**FCR Head Start/Early Head Start**

a) FCR HS/EHS - cash project(s)

The HS/EHS cash projects had a surplus of \$178,316 in February due to Durham Pre-K, NC Pre-K, and subsidy revenues not spent.

**Families and Communities Rising, Inc.**  
**Balance Sheet**  
**February 2025 (with comparative totals from 2024)**

	<u>02/28/25</u>	<u>06/30/24</u>	<u>02/29/24</u>
Cash			
Checking	\$230,272	\$170,051	\$354,428
Savings	<u>4,276,700</u>	<u>4,225,986</u>	<u>3,908,110</u>
Total Cash	<u>4,506,972</u>	<u>4,396,038</u>	<u>4,262,538</u>
FCR Investment Fund	2,176,187	1,551,164	1,131,438
Investments - Scholarship Fund	499,882	474,177	463,509
Accounts Receivable			
Trade	1,250	0	0
Other Receivables	43,039	36,516	50,439
Grants & Contracts	438,516	617,157	400,136
Allowance for Doubtful Accts	(1,500)	(1,500)	(3,900)
Total Accounts Receivable	<u>481,305</u>	<u>652,174</u>	<u>446,675</u>
Other Assets			
Right of Use Assets - Leases	979,723	979,723	605,152
Other Assets	8,949	13,839	13,839
Prepaid Expenses	134,262	89,126	60,140
Inventory	<u>16,494</u>	<u>16,494</u>	<u>15,610</u>
Total Other Assets	<u>1,139,427</u>	<u>1,099,181</u>	<u>694,741</u>
Property, Plant & Equipment, net of of Accumulated depreciation	<u>3,311,154</u>	<u>3,423,839</u>	<u>3,355,649</u>
Total Assets	<u>12,114,927</u>	<u>11,596,572</u>	<u>10,354,549</u>
Current Liabilities			
Accounts Payable	161,765	617,758	241,331
Right of Use Liab Short Term	168,798	168,798	161,975
Notes Payable - Leaf Lease	200,150	240,356	260,071
Deferred Revenue	<u>177,558</u>	<u>0</u>	<u>0</u>
Total Current Liabilities	<u>708,272</u>	<u>1,026,912</u>	<u>663,377</u>
Accrued Vacation Pay	<u>422,826</u>	<u>296,384</u>	<u>403,034</u>
Right of Use Liabilities Long Term	<u>827,945</u>	<u>827,945</u>	<u>443,177</u>
Net Assets			
Without Donor Restrictions	8,971,154	7,392,025	7,394,301
With Donor Restrictions	474,177	474,177	471,901
Current FY Surplus (Deficit)	<u>710,554</u>	<u>1,579,129</u>	<u>978,759</u>
Total Net Assets	<u>10,155,885</u>	<u>9,445,331</u>	<u>8,844,961</u>
Total Liabilities and Net Assets	<u>\$12,114,927</u>	<u>\$11,596,572</u>	<u>\$10,354,549</u>



**Families and Communities Rising, Inc.**  
**Agency Income Statement**  
**February 2025**

	February 2025 Actual	February 2025 Budget	Current YTD Actual	YTD Budget	YTD Variance	Total Budget
Support:						
Federal Grants	\$1,100,918	\$1,194,984	\$8,972,608	\$9,805,050	(\$832,442)	\$14,542,048
State and Local Grants	5,428	5,428	45,801	45,464	337	69,250
Other Grants	27,934	36,046	62,978	108,816	(45,838)	85,482
Contributions	0	7,309	40,097	47,760	(7,663)	77,000
Other	0	0	0	0	0	547,268
Total Support:	1,134,280	1,243,767	9,121,485	10,007,090	(885,605)	15,321,048
Revenue:						
NC Pre-K	79,640	76,390	461,880	458,340	3,540	763,900
Durham Pre-K	49,082	28,683	350,017	172,098	177,919	286,830
Contracted Services	1,250	1,250	8,125	8,125	0	11,875
Product Sales	1,338	1,292	13,579	10,333	3,246	15,500
Membership Fees	1,375	633	5,475	5,067	408	7,600
Royalties	0	2,625	13,334	21,000	(7,666)	31,500
Miscellaneous Income	300	60	723	480	243	2,600
Childcare Fees	12,793	2,917	54,722	23,333	31,389	35,000
DSS Subsidy by County	37,004	29,334	257,008	234,666	22,342	352,000
Interest Income	18,049	12,550	95,933	100,400	(4,467)	150,600
Dividends	1,297	783	12,895	6,267	6,628	9,400
Accrued Interest	(4,338)	0	26,154	0	26,154	
Unrealized Gain ( Loss) on Investments	859	135	32,829	1,080	31,749	1,620
Medicaid claims - Licensed prov	0	285	1,496	1,890	(394)	3,030
CACFP	39,853	52,106	269,251	277,532	(8,281)	467,465
Total Revenue:	238,502	209,043	1,603,421	1,320,611	282,810	2,138,920
Total Support and Revenue	1,372,782	1,452,810	10,724,906	11,327,701	(602,795)	17,459,968
Expenses:						
Personnel Expenses	874,358	920,541	6,850,227	7,466,848	616,621	11,415,129
Contract services and Professional fees	167,079	181,440	1,283,183	1,395,048	111,865	1,987,765
Materials	18,548	29,301	238,872	223,567	(15,305)	364,408
Travel	16,602	29,295	151,321	237,866	86,545	340,341
Communications	8,707	11,200	52,662	87,204	34,542	132,144
Printing	5,951	13,439	68,809	100,253	31,444	154,012
Repairs/Maintenance	47,966	41,963	410,446	325,443	(85,003)	836,125
Conferences/Meetings	11,246	9,607	85,481	93,647	8,166	126,256
Professional Development	14,632	20,746	232,083	163,033	(69,050)	289,049
Family Support	103	3,001	16,652	24,001	7,349	36,000
Occupancy	29,927	25,517	214,346	196,993	(17,353)	844,934
Transportation	501	1,013	6,870	8,105	1,235	12,160
Insurance	6,459	6,667	53,965	53,333	(632)	80,000
Depreciation	23,459	22,608	178,569	180,868	2,299	271,300
Renovation of facilities/Outdoor Learning Playgrou	1,300	6,266	10,714	45,134	34,420	76,895
Product Development & Reproduction	2,340	684	7,692	5,466	(2,226)	8,200
Personnel expense	8,774	3,740	32,841	29,806	(3,035)	44,775
Dues & Subscriptions	8,438	15,125	105,300	123,272	17,972	181,435
Other Expense	854	3,212	14,320	25,700	11,380	39,050
Total Expenses:	1,247,244	1,345,365	10,014,352	10,785,587	771,235	17,239,978
Net Revenue Over Expenses	125,538	107,445	710,554	542,114	168,440	219,990
Minus facilities/equipment reimbursed by grants *	0	0	(61,368)	0	(61,368)	0
Surplus(deficit) minus facility reimbursement	\$125,538	\$107,445	\$649,186	\$542,114	\$107,072	\$219,990

\* When the agency uses State or Federal funds to purchase equipment or a facility, the cost is expensed through the grants which is offset by revenue (net effect of zero to out bottom line) but if the item purchased reaches our capitalization threshold of \$5,000 per GAAP we have to re-class the expense to the balance sheet where it will be depreciated over the term of its useful life. The re-classing of this expense to the balance sheet will inflate our bottom line since there will be revenue coving the purchase of the capitalized item but the expense will be accounted for through depreciation over then next 5 to 40 years. This figure is the total capitalized amounts where revenue was recorded to cover the purchase but the related expense was not.

**Families and Communities Rising, Inc.**  
**Project Income Statements - net surplus (deficit)**  
**February 2025**

	Feb 2025	Feb 2025	Prior year FY 23-24 YTD Actual	FY 24-25 YTD Actual	FY 24-25 YTD Budget	FY 24-25 YTD Budget Variance	FY 24-25 Total Budget
	Actual	Budget	Actual	Actual	Budget		Budget
<b>Management &amp; General</b>							
Administrative	(\$5,071)	\$34,277	\$323,835	(\$72,422)	\$225,721	(\$298,143)	\$24,768
Product Sales	(2,225)	2,054	(14,342)	(10,671)	(5,978)	(4,693)	2,242
Development	(4,628)	1,010	(94,131)	(30,728)	(28,404)	(2,324)	(26,774)
Bull City Summit			(75,033)				
Scholarships	1,422	693	24,814	25,705	5,547	20,158	8,320
Depreciation/Equipment	(23,459)	(22,608)	298,761	(72,479)	(180,868)	108,389	(271,300)
Vacation Accrual	(20,293)	(12,000)	(107,444)	(126,442)	(96,000)	(30,442)	(15,000)
sub-total	(54,254)	3,426	356,460	(287,037)	(79,982)	(207,055)	(277,744)
<b>Kidscope - Outreach</b>							
Telamon	6,313	0	0	6,880	0	6,880	0
Outreach	(5,484)	512	(71,955)	(42,513)	(18,981)	(23,532)	(40,203)
PCANC	0	0	0	0	0	0	0
OPC - Mental Health	0	0	0	0	0	0	0
Incredible Years	0	0	0	0	0	0	0
Smart Start - ABCD - Chatham	0	0	0	0	0	0	0
Smart Start - ABCD - Orange	0	0	0	0	0	0	0
Alliance Health	0	0	(33,207)	0	0	0	0
sub-total	829	512	(105,162)	(35,633)	(18,981)	(16,652)	(40,203)
<b>Private Childcares</b>							
KELC (Developmental Day)	0	0	3,346	0	0	0	0
sub-total	0	0	3,346	0	0	0	0
<b>Family Resource Center</b>							
FRC - (Church donations)	0	0	0	0	0	0	0
Orange Community Housing	445	429	31	2,066	2,498	(432)	137
sub-total	445	429	31	2,066	2,498	(432)	137
<b>ARCH Respite</b>							
Arch AOA - Cash Match	(295)	0	48	2,340	0	2,340	0
Arch AOA	0	0	0	0	0	0	0
NRN	497	(868)	(3,782)	(2,628)	(7,138)	4,510	(11,200)
NASHP	0	0	2,564	0	0	0	0
sub-total	202	(868)	(1,170)	(288)	(7,138)	6,850	(11,200)
<b>Friends CBCAP</b>							
Tacoma Children's Museum	0	0	0	0	0	0	0
Friends program Income	0	0	0	0	0	0	0
Friends / CBCAP	0	0	0	0	0	0	0
Friends - match	0	(83)	(730)	(650)	(667)	17	(1,000)
sub-total	0	(83)	(730)	(650)	(667)	17	(1,000)
<b>FCR HS/EHS</b>							
FCR HS/EHS Federal grant	0	0	0	0	0	0	0
FCR HS Cash	160,551	94,375	756,515	980,551	579,718	400,833	500,000
FCR EHS Cash	17,765	9,654	(30,531)	51,545	66,666	(15,121)	50,000
sub-total	178,316	104,029	725,984	1,032,096	646,384	385,712	550,000
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Grand total	\$125,538	\$107,445	\$978,759	\$710,554	\$542,114	\$168,440	\$219,990
Minus facilities/equipment reimbursed by grants	0	0	(357,327)	(61,368)	0	(61,368)	0
Surplus(deficit) minus facility reimbursement	\$125,538	\$107,445	\$621,432	\$649,186	\$542,114	\$107,072	\$219,990



**Families and Communities Rising, Inc.**  
**FCR Head Start/Early Head Start - Financial Statement**  
**February 2025**  
**Grant year 08/01/24 - 07/31/25**

	February 2025 Actual	February 2025 Budget	Current YTD Actual	YTD Budget	YTD Variance	Total Budget
<b>Expenses:</b>						
Personnel Expenses	624,940	663,662	4,561,516	4,934,447	372,931	8,541,587
Contract services and Professional fees	67,793	57,990	510,683	405,930	(104,753)	695,884
Materials	14,172	22,551	181,570	157,852	(23,718)	270,600
Travel	7,408	8,834	58,435	61,834	3,399	106,000
Communications	6,373	7,756	22,321	54,306	31,985	93,100
Printing	5,132	5,197	49,863	36,381	(13,482)	62,366
Repairs/Maintenance	40,202	30,862	322,643	216,034	(106,609)	370,344
Meeting Expense	965	916	16,576	6,416	(10,160)	11,000
Professional Development	6,431	14,421	145,971	100,939	(45,032)	173,038
Family Support	103	1,584	2,369	11,084	8,715	19,000
Occupancy	21,047	17,304	129,396	121,129	(8,267)	207,649
Transportation	501	666	3,885	4,666	781	8,000
Outdoor learning - playgrounds	1,300	6,250	53,807	43,750	(10,057)	75,000
Personnel expense	1,968	2,357	14,838	16,507	1,669	28,300
Dues & Subscriptions	2,826	5,821	40,206	40,747	541	69,852
Indirect Costs	91,866	123,441	670,543	917,809	247,266	1,588,736
Total Expenses:	893,029	969,612	6,784,622	7,129,831	345,209	12,320,456
<b>Total Non-Federal Share</b>	<u>\$8,673</u>	<u>\$86,149</u>	<u>\$410,037</u>	<u>\$603,044</u>	<u>(\$193,007)</u>	<u>\$1,033,789</u>
<b>USDA:</b>						
Revenue - HS/EHS	<u>\$39,853</u>		<u>\$256,688</u>			
<b>Administrative expenses</b>			<u>\$888,772</u>			
			12.28% is the administrative; the cap is 15%			

## Credit Card Statement February 2024

Cardholder Name	Tran Date	Merchant Name	Description	Amount	Subtotal	Total
<b>ARCH</b>						
JILL KAGAN	02/13/25	VISTA PRINT	Cost to print ARCH promotional postcards	\$200.54	<b>\$200.54</b>	
<b>ADMINISTRATION</b>						
ASHLEY CARTER	02/03/25	DCDEE BACKGROUND CHECK	Criminal Background Check - Tara Parrish (HS/EHS)	26.50		
	02/03/25	GOV'T APPS.COM	Fingerprints - Tara Parrish (HS/EHS)	19.93		
	02/04/25	HAMPTON INN	Hotel cost during College Recruitment at Elizabeth City State Univ.	262.35		
	02/04/25	HOTEL BOOKING SERVICE FEE	Booking service fee for hotel reservation	17.99		
	02/06/25	ADOBE	Monthly subscription for Adobe Acrobat Pro	21.49		
	02/18/25	FSU-CAREER SERVICES	Registration for College Recruitment Day at Fayetteville State Univ.	400.00		
	02/19/25	ECU CAREER CTR ONLINE	Registration for College Recruitment Day at East Carolina Univ.	325.00		
	02/26/25	FOOD LION	Snacks for College Recruitment Days at various colleges	32.23		
	02/27/25	FSU-CAREER SERVICES	Registration for College Recruitment Day at Fayetteville State Univ.	400.00	<b>1,505.49</b>	
REGGIE CLARK	02/03/25	THE CHURCHILL HOTEL	Refund for hotel Feldesman Conference (conference cancelled to May)	(549.95)		
	02/03/25	SOUTHWEST AIRLINES	Credit due to rebooking of flight due to conference date change-new date	(45.00)		
	02/04/25	LINKEDIN	Monthly LinkedIn business subscription	56.43		
	02/04/25	HERTZ	Rental card during Feldesman Conference in Baltimore, MD	44.10		
	02/18/25	DELTA AIRLINES	Additional cost on one-way flight to ARCH Conference in Huntsville, AL	15.99	<b>(478.43)</b>	
TERRY DAVID	02/04/25	AMAZON	Supplies - charging cable	20.41		
	02/04/25	AMAZON	Supplies -wireless mouse	43.31		
	02/05/25	NANTUCKET GRILL	Lunch FCR HS/EHS Health & Disabilities Internal Monitoring meeting	269.08		
	02/14/25	WESTIN	Hotel RIVHSA Annual Training Conference in Atlanta, GA - R. Simpson	129.41		
	02/14/25	WESTIN	Hotel RIVHSA Annual Training Conference in Atlanta, GA - R. Simpson	66.86		
	03/02/25	LINKEDIN	Annual renewal for Professional networking	580.37	<b>1,109.44</b>	
DANIEL KUTNER	02/26/25	CENTER CITY GREEN PARKING	Parking cost during FCR Strategic Planning Retreat in Charlotte, NC	6.00	<b>6.00</b>	
BRIAN SCOTT	02/06/25	MICROSOFT	Monthly cost for Microsoft Defender email protection service	237.89		
	02/06/25	JAMF SOFTWARE LLC	Monthly cost for Administrative management program for 44 devices	176.00		
	02/13/25	REGISTER WEBSITE	2 year renewal for subscription and privacy protection	184.68		
	02/20/25	ZOOM.COM	Monthly cost for Zoom meeting and webinar subscription	695.76		
	02/28/25	ZOOM.COM	Monthly fee Zoom meeting/webinar subscription - add of 2 KidSCOpe users	31.42		
	03/01/25	GOOGLE GSUITE	Monthly cost for Google G Suite Business	7.20	<b>1,332.95</b>	
PAMELA TURRENTINE	02/08/25	ADOBE	Monthly subscription for Adobe Acrobat Pro	21.49		
	02/10/25	WIPFLI LLP	Registration for In-King Regulations Webinar	300.00		
	02/24/25	AIHR ACADEMY	Annual payment for online classes	1,387.00	<b>1,708.49</b>	
CHERYL WALFALL-FLAGG	02/05/25	FOOD LION	Beverages HS/EHS Health & Disabilities Internal Monitoring meeting	10.60		
	02/06/25	PCANC	Registration for PCANC 2025 Learning & Leadership Summit (2 employees)	370.00		
	02/06/25	PCANC	Registration for PCANC 2025 Learning & Leadership Summit (2 employees)	370.00		
	02/17/25	BJ'S WHOLESALE	Supplies - toaster for corp. office breakroom	21.44		

## Credit Card Statement February 2024

Cardholder Name	Tran Date	Merchant Name	Description	Amount	Subtotal	Total
	02/21/25	CONSTANT CONTACT.COM	Monthly cost for Toolkit - email plus	88.00		
	02/28/25	PCANC	Registration for PCANC 2025 Learning & Leadership Summit (3 employees)	750.00	<b>1,610.04</b>	
<b>KIDSCOPE</b>						
YOLANDA BALDERAS					-	
IPSITA BOSE	02/04/25	AMAZON	Refund for office chair	(96.74)		
	02/11/25	AMAZON	Supplies - Ziplock bags for organizing therapy toys4	63.09		
	02/12/25	DUKE CONTINUING STUDIES	Registration for Grant Training - S. Garrison	2,250.00		
	02/13/25	AMAZON	Supplies - snacks for waiting area	30.57		
	02/14/25	AMAZON	Supplies - docking station	32.24		
	02/15/25	CANVA	Monthly subscription flyer/marketing materials for participant recruitment	30.00		
	02/17/25	HARRIS TEETER	Supplies - \$50.00 gift cards and fee for IY class participants (9)	503.55		
	02/17/25	HARRIS TEETER	Supplies - \$500.00 gift card and fee for ARPA payment	506.95		
	02/17/25	HARRIS TEETER	Supplies - \$500.00 gift card and fee for ARPA payment	506.95		
	02/21/25	PSYCHOLOGY TODAY	Psych Today subscription for therapist	29.95		
	02/25/25	AMAZON	Supplies - printer paper	28.60		
	02/25/25	AMAZON	Supplies - snacks for waiting area	28.52		
	02/25/25	THE UPS STORE	Postage to mail IY books/manuals	73.39		
	02/26/25	AMAZON	Supplies - power adapter for laptop	101.06		
	03/02/25	ADOBE	Monthly subscription for Adobe Acrobat Pro	21.49	<b>4,109.62</b>	
SARA GARRISON					-	
SUSAN JOHNS	02/05/25	AMAZON	Supplies - book and card deck for racial equity training for C.King	28.05		
	02/05/25	AMAZON	Supplies - book and card deck for racial equity training for K.McCeney	27.93		
	02/05/25	AMAZON	Supplies - book and card deck for racial equity training for S. Johns	28.05		
	02/05/25	AMAZON	4 gift cards @ \$5.00 for staff to rent movies for training sessions	20.00		
	02/05/25	AMAZON	Supplies - book and card deck for racial equity training for S. Garrison	27.86		
	02/07/25	RDU TAXI	Transportation support for IY participant - Karen Carroll	175.20	<b>307.09</b>	
COURTNEY WHITE	02/07/25	FEDEX OFFICE	Print Mental Health handouts & binding supplies and front clear covers	102.53	<b>102.53</b>	
<b>FCR HDST/EHS</b>						
AURORA BOYER	02/03/25	WHOLEFOODS	Food for HB playgroup	49.62		
	02/10/25	WHOLEFOODS	Food for HB playgroup	47.73		
	02/16/25	STAPLES	Supplies - copy paper and file folders	87.81		
	02/17/25	WHOLEFOODS	Food for HB playgroup	50.60		
	02/19/25	PARENTS AS TEACHERS	PAT curriculum renewal - A. Cornejo	300.00		
	02/19/25	PARENTS AS TEACHERS	PAT curriculum renewal - M. Hamby	300.00		
	02/24/25	WHOLEFOODS	Food for HB playgroup	48.50		
	02/26/25	SFAX	Monthly cost for fax service	29.00	<b>913.26</b>	
CHATIBA BULLOCK	02/05/25	PANERA BREAD	Food for Parent Café at McDougald	18.02		

## Credit Card Statement February 2024

Cardholder Name	Tran Date	Merchant Name	Description	Amount	Subtotal	Total
	02/06/25	TEACHSTONE TRAINING	Pre-K CLASS Recertification for C. Bullock	145.13		
	02/11/25	SAM'S CLUB	Bowls, plates, forks, spoons, baby wipes for Leathers-Meachem	310.68		
	02/11/25	TARGET	Supplies - baby formula, Baby Genie, diapers, scissors, pencils	228.29		
	02/11/25	AMAZON	Supplies - toothpaste	215.50		
	02/12/25	MAGGIANO'S	Deposit for meeting space for HSAC meeting	400.00		
	02/13/25	AMAZON	Supplies - craft sticks and plastic jars for McDougald	39.62		
	02/13/25	AMAZON	Food storage box, storage containers, buttons, etc. for McDougald	133.18		
	02/17/25	SAM'S CLUB	Refund for returned baby formula	(56.08)		
	02/17/25	SAM'S CLUB	Baby formula, foil, napkins, Ziplock bags for Leathers-Meachem	189.12		
	02/18/25	ADOBE	Monthly subscription for Adobe Acrobat Pro	21.49		
	02/26/25	LOWE'S	Potting soil and watering can for Class Gardening Activity at McDougald	31.11	1,676.06	
BRENDA CARTER	02/03/25	AMAZON	Supplies - bowls for Oxford Manor	36.98		
	02/05/25	AMAZON	Supplies - dishcloths for Seminary	35.43		
	02/05/25	FOOD LION	Supplies - milk for meals at Seminary	19.24		
	02/05/25	FOOD LION	Supplies - milk for meals at Leathers-Meachem	31.85		
	02/05/25	AMAZON	Supplies - laminating pouches for Oxford Manor	30.09		
	02/06/25	AMAZON	Supplies - napkins, Ziploc bags for Oxford Manor	70.86		
	02/07/25	NC DEPT OF PUBLIC INSTRUCTION	Cost for Initial Alternative B-K License for Q. Alston	100.00		
	02/10/25	AMAZON	Supplies - custom stamp for documentation	18.24		
	02/24/25	FOOD LION	Supplies - milk for meals at Seminary	19.24	361.93	
THELMA GODFREY	02/03/25	AMAZON	Supplies - bowls for McDougald	91.84		
	02/04/25	AMAZON	Supplies - Ziplock bags and bleach for Seminary	97.30		
	02/04/25	AMAZON	Supplies - Ziplock bags for Seminary	44.81		
	02/04/25	AMAZON	Supplies - plates for Seminary	86.02		
	02/05/25	AMAZON	Supplies - bowls for McDougald	91.84		
	02/05/25	AMAZON	Supplies - trashcan for Seminary	39.24		
	02/05/25	AMAZON	Supplies - napkins for Seminary	99.86		
	02/06/25	AMAZON	Supplies - spoons for McDougald	44.06		
	02/06/25	AMAZON	Supplies - bowls for McDougald	135.42		
	02/06/25	AMAZON	Supplies - 5 trashcans for Seminary	216.10		
	02/06/25	AMAZON	Supplies - spoons for McDougald	44.06		
	02/18/25	AMAZON	Supplies - plates and dishwashing liquid for Seminary	118.85		
	02/26/25	AMAZON	Supplies - diapers and wipes for Christian Prep	343.65		
	02/27/25	AMAZON	Supplies - printer ink for Seminary	264.22		
	02/28/25	AMAZON	Supplies - spoons for Seminary	43.80		
	02/28/25	AMAZON	Supplies - laundry detergent, baby wipes, air freshener spray for Seminary	110.25	1,871.32	
KIM HARRIS	02/03/25	WAL-MART	Supplies - outlet plugs	2.75		
	02/03/25	WAL-MART	Supplies - milk for meals	10.49		
	02/04/25	WM SUPERCENTER	Supplies - iPad wall charger for classroom	22.57	35.81	
MELANIE HENDERSON	02/04/25	USPS	Cost to mail criminal background check and photos to HS associate	11.87		



## Credit Card Statement February 2024

Cardholder Name	Tran Date	Merchant Name	Description	Amount	Subtotal	Total
	02/04/25	WALMART.COM	Supplies - baby food	113.75		
	02/04/25	WM SUPERCENTER	Supplies - playdough, wall clock, Brita filters, markers	80.36		
	02/04/25	WALMART.COM	Supplies - baby food	77.29		
	02/06/25	AMAZON	Supplies - playground balls, teether toy tube	92.38		
	02/11/25	WALMART.COM	Supplies - laundry detergent	64.40		
	02/11/25	WALMART.COM	Supplies - baby wipes	338.40		
	02/12/25	DCDEE BACKGROUND CHECK	Criminal Background Check - M. Henderson	26.50		
	02/12/25	GOV'T APPS.COM	Fingerprints - M. Henderson	25.09		
	02/12/25	AMAZON	Supplies - modeling clay, stickers, calendar	86.16		
	02/13/25	FOOD LION	Supplies - milk for meals	22.99		
	02/13/25	FOOD LION	Supplies - skittles and mason jars for classroom art project	30.39		
	02/18/25	WALMART.COM	Supplies - baby formula	57.08		
	02/19/25	WAL-MART	Supplies - Pinter ink	68.80		
	02/24/25	WALMART.COM	Container for foam plates, plastic ware, liquid dish soap, milk for meals	98.94		
	02/27/25	FOOD LION	Supplies - milk for meals	19.23		
	02/28/25	BOJANGLE'S	Breakfast for staff meeting	122.50	1,336.13	
LADRENNA JACKSON	02/26/25	FOOD LION	Supplies - milk for meals	33.19		
	02/27/25	AMAZON	Supplies - plates	64.28		
	02/28/25	BP	Gas for agency vehicle	35.00	132.47	
ANTHONY JOHNSON	02/03/25	SIGN UP GENIUS	Annual subscription for appointment/meeting scheduling software	539.89		
	02/04/25	BEST BUY	Equipment - laptop used for graphic design (to be refunded in March)	4,084.99		
	02/05/25	FEDEX OFFICE	Cost to print cards for Charter School Fair	69.88		
	02/05/25	WALGREENS	Cost for printed signs for Charter School Fair (partial charge)	95.44		
	02/05/25	WALGREENS	Cost for printed signs for Charter School Fair (partial charge)	13.95		
	02/05/25	FEDEX OFFICE	Supplies - bland business cards	17.19		
	02/06/25	TYPEFORM, S.L.	Monthly subscription for AI powered survey software	59.00		
	02/10/25	EXTRA SPACE	Monthly storage unit rental cost used for event and marketing materials	177.00		
	02/11/25	LYFT	Transportation home to airport RIVHSA Annual Training Conf in Atlanta, GA	20.99		
	02/11/25	LYFT	Transportation hotel to conf site RIVHSA Annual Training Conf in Atlanta, GA	18.33		
	02/12/25	LYFT	Transportation hotel to conf site RIVHSA Annual Training Conf in Atlanta, GA	11.26		
	02/12/25	LYFT	Transportation conf site to hotel RIVHSA Annual Training Conf in Atlanta, GA	10.84		
	02/12/25	LYFT	Personal charge - refunded to agency	13.76		
	02/13/25	LYFT	Transportation hotel to conf site RIVHSA Annual Training Conf in Atlanta, GA	6.80		
	02/13/25	LYFT	Transportation conf site to hotel RIVHSA Annual Training Conf in Atlanta, GA	16.52		
	02/14/25	CIRCLE.SO.COMMUNITY	Monthly payment for a collection database for HS/EHS service areas	259.00		
	02/15/25	AIRTABLE.COM	Monthly payment for a collection database for HS/EHS service areas	54.00		
	02/15/25	HARNESS GIVING	Monthly payment for fundraising and development services	299.00		
	02/17/25	LYFT	Transportation airport to home RIVHSA Annual Training Conf in Atlanta, GA	25.48		
	02/27/25	NOTION LABS, INC.	Monthly subscription for an AI enhanced project management software	12.00		
	03/01/25	GODADDY	Cost for website domains - fcruniversity.com and oureduportal.com	70.32	5,875.64	
CHARRISSE NELSON	02/04/25	U-HAUL MOVING & STORAGE	Rental truck to pick up items from storage and deliver to Durham sites	110.64		

## Credit Card Statement February 2024

Cardholder Name	Tran Date	Merchant Name	Description	Amount	Subtotal	Total
	02/05/25	WOODS LOCK SHOP INC.	Supplies - keys for Seminary new staff and the WIC office personnel	58.05		
	02/06/25	AMPLE STORAGE	Monthly cost for temporary storage for KELC Estes Drive location	250.00		
	02/06/25	AMAZON	Supplies - caster wheel replacement for cart at Fairview	10.74		
	02/06/25	AMAZON	Supplies - activity table for FES dept at Seminary	60.19		
	02/07/25	STAPLES	Supplies - lateral file cabinet replacement for FES dept at Seminary	368.45		
	02/07/25	STAPLES	Supplies - boxes for ERSEA dept to pack files for storage	107.48		
	02/07/25	STAPLES	Supplies - corkboard replacement for staff at Seminary	88.95		
	02/08/25	LAKESHORE LEARNING MATERIALS	2 rectangular tables at Seminar & Leathers-Meachem (partial charge)	197.04		
	02/13/25	LAKESHORE LEARNING MATERIALS	2 rectangular tables at Seminary & Leathers-Meachem (partial charge)	443.34		
	02/13/25	FLOW HONDA OF BURLINGTON	Cost for inspection of Honda Pilot with oil change and tire rotation	113.41		
	02/16/25	AMAZON	Refund for stroller never received - paid for in December 2024	(624.73)		
	02/17/25	AMPLE STORAGE	Monthly cost for temporary storage for Fairview Bldg. A	230.00		
	02/25/25	AMAZON	Supplies - dishwashing liquid and sanitizer for Homestead	57.90		
	02/27/25	UBER	Train station to hotel FCR Strategic Planning Retreat in Charlotte, NC	11.50	1,482.96	
SUHEILY NIEVES	02/05/25	SFAX	Monthly cost for fax service for Health & Disabilities team	31.00		
	02/17/25	ALPACA PERUVIAN CHICKEN	Food for meeting cancelled due to inclement weather	190.20		
	02/18/25	ALPACA PERUVIAN CHICKEN	Refund for food for meeting cancelled due to inclement weather	(190.20)		
	02/18/25	TRIBUTE STORE FLOWERS	Flowers for staff family member funeral	97.93		
	02/20/25	TRIBUTE STORE FLOWERS	Refund for flowers for staff family member funeral	(97.93)		
	02/21/25	IRON MOUNTAIN	Monthly storage fee - January 2025	820.28		
	02/25/25	NICOLE'S FLORIST LLC	Flowers for staff family member funeral	118.25	969.53	
SHARON ROANE	02/04/25	CLICKSEND.COM	Monthly text service subscription for Male Engagement Communications	100.00		
	02/04/25	AMAZON	Supplies - shopping bags for Orange County location food pantry	32.67		
	02/05/25	HOBBY LOBBY	Supplies - for Charter School Event	28.60		
	02/10/25	MAGGIANO'S	Food during Male Engagement Planning meeting	203.00		
	02/15/25	DELTA AIRLINES	RT airfare to Child Plus Summit in Atlanta, GA	191.97		
	02/18/25	SPRINGHILL SUITES	Refund for parking NCHSA Leadership Conference in Charlotte, NC	(80.00)		
	02/26/25	AMTRAK	Refund return trip from FCR Strategic Planning Retreat in Charlotte, NC	(2.00)		
	02/28/25	LYFT	Hotel to train station - FCR Strategic Planning Retreat in Charlotte, NC	12.16	486.40	
ALESIA SANYIKA	02/06/25	DOLLAR TREE	Recruitment materials - plastic containers and bowls	17.47		
	02/06/25	FOOD LION	Supplies - coffee and snacks for office	66.98		
	02/09/25	FOOD LION	Supplies - water, forks, spoons, cups, bowls, snacks for office	65.25		
	02/24/25	4IMPRINT, INC.	Recruitment materials - bottle opener key light, lip balm, pens, etc.	1,163.70	1,313.40	
WILLA SAULS					-	
JENNIFER SNOW	02/04/25	TRAINING CENTER 911	CPR First Aid training for C. Austin	30.40		
	02/04/25	PARENTS AS TEACHERS	PAT curriculum renewal	300.00		
	02/09/25	STAPLES	Supplies - pens, sticky notes, toner	113.60		
	02/12/25	HAMPTON INN	Hotel cost during College Recruitment at Elizabeth City State Univ.	247.47		

## Credit Card Statement February 2024

Cardholder Name	Tran Date	Merchant Name	Description	Amount	Subtotal	Total
	02/13/25	AMAZON	Supplies - paint for Fairview	60.50		
	02/20/25	TRAINING CENTER 911	CPR First Aid training for 10 staff members	320.00		
	02/25/25	KAHOOT	Annual curriculum subscription for coaching staff	299.28		
	02/28/25	WMT PLUS 2025	Erroneous charge - refunded to FCR	105.35	<b>1,476.60</b>	
JOHNESHA TRUESDALE					-	
<b>TOTAL TRUIST VISA</b>						<b>\$29,445.27</b>
<b>FRIENDS STAFF</b>						
YVETTE LAYDEN	02/13/25	STATEMENT CREDIT ADJUSTMENT	Point redemption to cover PAC PL month appreciation gift cards	(210.00)		
	02/19/25	SUMMER HOUSE	Refund of deposit for CBCAP Meet & Greet in Bethesda, MD	(500.00)		
	02/06/25	ELECTRIC EMBERS CORP.	Monthly listserv subscription fees	70.00		
	02/13/25	PROXIMITY HOTEL	Hotel cost during In-Person Team meeting in Greensboro, NC	385.62		
	02/14/25	PROXIMITY HOTEL	Meeting space expenses for In-Person Team meeting in Greensboro, NC	2,026.11	<b>1,771.73</b>	
EDI WINKLE	02/11/25	UBER	Transportation airport to hotel during Team meeting in Greensboro, NC	26.19		
	02/12/25	UBER	Transportation airport to hotel - Team meeting in Greensboro, NC (tip)	7.00		
	02/13/25	PROXIMITY HOTEL	Hotel cost during In-Person Team meeting in Greensboro, NC	385.62		
	02/13/25	FINE AIRPORT PARKING	Airport parking during In-Person Team meeting in Greensboro, NC	84.10		
	02/19/25	MICROSOFT 365	Annual Microsoft 365 renewal	139.73		
	02/18/25	GRAMMARLY CO.	Yearly subscription from Grammarly	139.95		
	02/20/25	SOUND CLOUD INC.	Yearly subscription for Artist Pro	144.00		
	02/22/25	WWW.DEScript	Yearly subscription for Descript Hobbyist	144.00	<b>1,070.59</b>	
VALERIE S. COLLINS	02/13/25	PROXIMITY HOTEL	Hotel cost during In-Person Team meeting in Greensboro, NC	385.62		
	02/19/25	ALLIANZ TRAVEL INSURANCE	Travel insurance	44.00		
	02/26/25	SPRINGHILL SUITES	Hotel cost during FCR Strategic Planning Retreat in Charlotte, NC	225.00		
	02/28/25	BUDGET RENT A CAR	Rental cost during FCR Strategic Planning Retreat in Charlotte, NC	260.47	<b>915.09</b>	
CAROLYN ABDULLAH	02/18/25	DELTA AIRLINES	RT airfare to PAC Training in Savannah, GA	458.36	<b>458.36</b>	
EMILY TURNER	02/06/25	AMERICAN AIRLINES	RT flight to Washington, DC PAC and CBCAP GM - Kayla Etie (refund)	(387.97)		
	02/06/25	AMAZON	Supplies - flipchart markers	13.87		
	02/13/25	PROXIMITY HOTEL	Hotel cost during In-Person Team meeting in Greensboro, NC	257.08		
	02/18/25	ALLIANZ TRAVEL INSURANCE	Travel insurance airfare to PAC Training in Savannah, GA - Vadonna Williams	38.67		
	02/19/25	AMAZON	Supplies - webcam	53.36		
	02/18/25	DELTA AIRLINES	RT airfare to PAC Training in Savannah, GA 3/7-8/25 - Vadonna Williams	552.37		
	02/20/25	BEST BUY.COM	Equipment - desktop computer	2,348.49		
	03/02/25	ZOOM.COM	Monthly subscription for upgraded storage space for webinar recordings	100.00	<b>2,975.87</b>	
SAMANTHA FLOREY	02/11/25	UBER	Transportation airport to hotel during Team meeting in Greensboro, NC	29.34		
	02/10/25	UNITED AIRLINES	Erroneous charge - will be reimbursed to FCR	12.00		

## Credit Card Statement February 2024

Cardholder Name	Tran Date	Merchant Name	Description	Amount	Subtotal	Total
	02/14/25	LYFT	Transportation hotel to airport during Team meeting in Greensboro, NC	22.99		
	02/13/25	PROXIMITY HOTEL	Hotel cost during In-Person Team meeting in Greensboro, NC	385.62		
	02/13/25	LOT X CAR RENTAL	Airport parking during In-Person Team meeting in Greensboro, NC	96.00	<b>545.95</b>	
MAGDALENA BENITEZ	02/09/25	AMERICAN AIRLINES	Baggage cost during flight to In-Person Team meeting in Greensboro, NC	35.00		
	02/11/25	LYFT	Transportation home to airport during Team meeting in Greensboro, NC	21.59		
	02/11/25	LYFT	Transportation airport to hotel during Team meeting in Greensboro, NC	80.17		
	02/13/25	PROXIMITY HOTEL	Hotel cost during In-Person Team meeting in Greensboro, NC	385.62		
	02/18/25	LYFT	Transportation cost from airport to home	61.15	<b>583.53</b>	
CYNTHIA SMITH	02/13/25	PROXIMITY HOTEL	Hotel cost during In-Person Team meeting in Greensboro, NC	385.62	<b>385.62</b>	
MARY JO ALIMENA	02/10/25	CHARLIE BROWNS AIRPORT	Airport parking during In-Person Team meeting in Greensboro, NC	48.60		
	02/10/25	UNITED AIRLINES	Baggage cost during flight to In-Person Team meeting in Greensboro, NC	40.00		
	02/13/25	AMAZON	Supplies - gift cards paid through redemption credits 14 @ \$15.00	210.00		
	02/13/25	PROXIMITY HOTEL	Hotel cost during In-Person Team meeting in Greensboro, NC	385.62	<b>684.22</b>	
NATALIE TOWNS	03/03/25	ENTERPRISE RENT-A-CAR	Refund - amount was reflected in the total \$515.30 charge to credit card	(300.00)		
	02/10/25	DELTA AIRLINES	Baggage cost during flight to In-Person Team meeting in Greensboro, NC	35.00		
	02/13/25	DELTA AIRLINES	Baggage cost flight from In-Person Team meeting in Greensboro, NC	80.00		
	02/13/25	PROXIMITY HOTEL	Hotel cost during In-Person Team meeting in Greensboro, NC	385.62		
	02/25/25	ENTERPRISE RENT-A-CAR	Rental cost during FCR Strategic Planning Retreat in Charlotte, NC	515.30		
	02/25/25	LOVE'S	Gas - rental cost during FCR Strategic Planning Retreat in Charlotte, NC	32.75		
	02/27/25	OT	Gas - rental cost during FCR Strategic Planning Retreat in Charlotte, NC	14.90	<b>763.57</b>	
<b>TOTAL CHASE VISA</b>						<b>\$10,154.53</b>
<b>GRAND TOTAL CREDIT CARDS TRUIST &amp; CHASE</b>						<b>\$39,599.80</b>



# FCR Core Values Change March 2025

## Previous Core Values

### OUR CORE VALUES

**Service:**

We are committed to serving families and communities by addressing their unique needs and empowering them to thrive.

**Inclusion:**

We embrace and celebrate the uniqueness of every child and family and strive to provide a culture of accessibility, equity and respect to every individual we encounter.

**Innovation:**

We continually seek new and effective ways to meet the evolving needs of families and communities, using forward-thinking approaches.

**Integrity:**

We lead by example, ensuring that our decisions and practices embody our values of equity, honesty, and respect for everyone.



**Our mission** is to educate and empower children, families, communities and organizations by delivering unique educational and supportive services.

**Our vision** is to create environments where children, families, educators and communities achieve full potential and commit to lifelong learning.

## Proposed Change

### OUR CORE VALUES

**Service:**

We are committed to serving families and communities by addressing their unique needs and empowering them to thrive.

**Inspire:**

We foster an environment of inspiration by uplifting community through collaboration with a shared purpose.

**Innovation:**

We continually seek new and effective ways to meet the evolving needs of families and communities, using forward-thinking approaches.

**Integrity:**

We lead by example, ensuring that our decisions and practices embody our values of equity, honesty, and respect for everyone.



FCR Board of Directors Meeting

03/27/2025

## Disability Waiver Request - **Action Item**

Head Start programs are required to ensure that at least 10% of enrollment slots are occupied by children with disabilities who have an Individualized Family Service Plan (IFSP) or Individualized Education Plan (IEP).

- Grant Year 8/1/2024 – 07/31/2025
- FCR HS-EHS Grant #04-CH012779-01
- **HS funded enrollment 322: 32 children = 9.9%**
- **EHS funded enrollment 182: 15 children = 8.2%**



FCR Board of Directors Meeting

03/27/2025

## Partial Non-Federal Share (NFS) Waiver Request - **Action Item**

- Grant Year 8/1/2024 – 07/31/2025
- FCR HS-EHS Grant #04-CH012779-01
- ***\$350,000 waiver amount being requested***

## 2024 - 2025 FCR HS & EHS SELF ASSESSMENT RECOMMENDATIONS AND PROGRAM IMPROVEMENT PLAN

Program Improvement Area	Head Start Act, Performance Standard or Best Practice	Recommendation and Plan to Improve	Person(s) Responsible	Completion Target (Date)	Validation of Completion
Performance Design, Management & Improvement (PDMI)	1302.101 (b) (1) Program goals, continuous improvement & reporting	FCR will reevaluate the current school readiness goals to ensure they remain aligned with program data, reflect the developmental needs of enrolled children, and comply with <b>Head Start Performance Standard §1302.101(b)(1)</b> . This review will help ensure the goals continue to guide effective teaching, support child outcomes, and promote continuous program improvement.	Education Area Manager, Head Start Director, School Readiness Committee, Policy Council & Board of Directors	January 2026	School Readiness Committee Meetings; Policy Council & Board Approval
Communication	1302.101 – Management System	FCR will enhance internal and external communication to ensure staff, families, community partners, and stakeholders are informed, engaged, and supported with clear, timely, and accessible information, promoting transparency, coordination, and engagement across all service areas to align with current strategic planning initiatives.	Communication & Development Director, Human Resources Director, Service Area Manager, Department Managers	January 2026	Staff Meeting Agendas, Surveys,
Database	1302.101 – Management System	FCR will enhance current training efforts by providing refresher and advanced training for all Head Start and Early Head Start staff on proper documentation practices, data integrity, and adherence to standard operating procedures (SOPs) within the <b>ChildPlus system</b> . This initiative will strengthen staff capacity to ensure accurate, timely, and compliant data entry across all service areas.	Operations Area Manager, Service Area Managers, Department Managers	September 2025	Training Attendance Record, ChildPlus Documentation
Transitions	1302.70 – Transitions from Early Head Start  1302.71 – Transitions from Head Start to Kindergarten  1302.72 – Transitions between programs	FCR will conduct a feasibility study to improve and strengthen transition practices for children, pregnant women, and families. The study will review current strategies, including individualized planning and kindergarten readiness, and incorporate feedback from families, staff, and community partners to guide improvements.	Head Start Director, Education Area Manager, External Education Consultant	September 2025	Payment for Contracted Services, Contractor Report, Revised transition Policies, T/TA events





## **HS & EHS Director's Report MARCH 2025**

### **Head Start Director / Program Updates:**

- Attended the NCHSA Annual Conference held in Raleigh, NC on March 10-14<sup>th</sup>.
- Held a Strategic planning retreat in Charlotte, NC on February 26-28<sup>th</sup>.

### **Program Opportunities/Challenges:**

- Completed the Self-Assessment process.

### **Service Area Updates for February 2025**

#### **Education:**

- Hosted a Charter School Recruitment Fair for transitioning students.
- Training Manager has been conducting training needs assessments with Managers to support ongoing Professional Development of staff.
- Winter Checkpoints were completed, and Winter Data was aggregated/shared.
- Teachers have begun to conduct Winter Parent - Teacher Conferences. Durham and Orange teachers participated in an ASQ-3 and ASQ-SE Refresher Training 2/17 (Durham) & 2/28 (Orange).
- Progress of the Children in Home Based on early education and development were measured for the second quarter (Checkpoints).
- 14 Home Based Socialization playgroups were attended by families in the current program year.

#### **Family Engagement/Community Engagement:**

- The Family Engagement area continues to build strong relationships to encourage families to actively participate in their children's learning and development.
- In addition, the area continues to connect families to community resources to assist with needs and help families to work toward goals by providing monthly follow-up, guidance, and support.
- Participated in an immigration information webinar held on February 17<sup>th</sup> from 4:00pm-5:00pm for families.
- The Male Engagement program forwarded activity calendars to positive male models encouraging them to complete activities with their children - An event calendar was also shared highlighting the dates of various male engagement events.
- Community Engagement collaborated with Education and Disability to plan and host a Charter School Fair for families, targeting children transitioning to kindergarten (203 students identified in Orange and Durham) Fair on 2/5/25.
- Continue to support families through the food pantry. To date, 1132 families have accessed Healthy Pantry sites and Durham and Orange County locations.
- The PFCE committee has been formed. staff, parents, and community partners have been invited to participate.
- We currently have 18 referrals to the Workforce Development program.

#### **Parent Workshops:**

- ESL / Spanish – Twice a week
- Take Care Durham – Every Wednesday
- Parent CAFÉ – Monthly
- Dine Nutrition – February 25, 2025
- Male Engagement Build & Grow – February 15, 2025

**Partnerships:**

Durham Tech, Durham County Public Health, PORCH, Durham Public Schools, CDSA, Area Charter Schools, DPFC, City of Durham, Digital Durham, Interfaith Food Shuttle, Food Bank ECN, Kellogg's, Girl Scouts of America, Ronald McDonald House of Durham, Take Care Durham, North Carolina Central Univ, Orange County DSS, Ready Project, Book Babies, SAFE Kids and Carolina Hunger Initiative.

**ERSEA:**

- The ERSEA team met with the Family Services team from Durham Early Head Start to start the EHS to HS transitions process.
- The approved 2025-2026 eligibility criteria were entered into the Child Plus system.
- ERSEA team set up a recruitment table at the Durham Charter School Fair.
- The Orange County FESs was trained on the HS to Pre-K transition process.
- Attended the NC Pre-K Advisory Committee meeting.
- 'Still Interested' letters were emailed to applicants on the 2024-2025 Waitlist.
- An open enrollment email blast was sent to a list of agencies in Durham and Orange counties.

**Health & Disabilities:**

- 31 Referrals, 4 In process
- Collaborated with other service areas to support the findings of recent H&D Monitoring on 2/5/25.
- Met with Owner of Play to Grow OT to explore possible partnership to support EHS/HS with OT Services.
- Met with the Health Department to schedule lead testing on-site for children with-out lead results.
- Screening Initiatives: Overview of health screenings conducted, Hearing assessments, Height and weight measurements, Vision tests, Lead testing for several children.
- Collaboration and Training: Collaboration with onboarding team, Presentations for newly hired employees, Monitoring and follow-up sessions, Discussion of health events and their outcomes, Training provided to Orange FES regarding health guidelines.
- Held our HSAC (Health Services Advisory Committee) Meeting.

**Project Management/Facilities:**

- Working on the final edits and for the launch of our new website.
- Planning the implementation of our new vehicle GPS system which offers user and vehicle tracking along with a quality improvement coaching module.
- Working with vendors to complete the reconfiguration of new office space at our Seminary site and the newly acquired corporate office suite.
- Working on workflows for credit card processing in Finance, communication and wellness hubs for Comprehensive Services and Health and Wellness departments, access control and badging system, and essential tools to support a new hourly capture system for consultants in Family Engagement Services.

**Attendance Data:**

<b>FEBRUARY 2025</b>	
<b>Head Start Funded Enrollment: 322</b>	<b>Early Head Start Funded Enrollment: 182</b>
<ul style="list-style-type: none"> <li>• <b>Current Month Enrollment:</b> 316</li> <li>• <b>Vacant (less than 30 days):</b> 3</li> <li>• <b>Total Enrollment:</b> 319</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Current Month Enrollment:</b> 177</li> <li>• <b>Vacant (less than 30 days):</b> 3</li> <li>• <b>Total Enrollment:</b> 180</li> </ul>
• <b>HS Average Daily Attendance:</b> 89.11%	• <b>EHS Average Daily Attendance:</b> 86.71%
• <b>Children on the Waitlist:</b> 191	• <b>Children on the Waitlist:</b> 189
• <b>HS Disability Enrollment:</b> 9.9%	• <b>EHS Disability Enrollment:</b> 5.6%

**CACFP Reporting:**

<b>FEBRUARY 2025</b>			
<b>Claim Amount</b>	<b>\$39,852.75</b>		
<b>Food Costs</b>	<b>\$57,114.56</b>		
	<b>HS</b>	<b>EHS</b>	<b>Total</b>
Breakfast	3,751	1,028	<b>4,779</b>
Lunch	3,808	1,047	<b>4,855</b>
PM Snack	3,587	1,010	<b>4,597</b>



## FCR BOARD REPORT

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March 2025

### *Program Updates*

KidSCOPE successfully passed the Child Safeguarding monitoring conducted by Positive Childhood Alliance North Carolina (PCANC). Therapists are actively providing evidence-based interventions including Parent-Child Interaction Therapy (PCIT), Triple P, and Trauma-Focused Cognitive Behavioral Therapy (TF-CBT).

Both Incredible Years (IY) English groups are currently full, as is the Triple P Spanish group. Recruitment has begun for summer and fall parenting groups, with continued efforts to provide accessible, culturally responsive support to children and families in the community.

ABCD has provided 3 roundtables to pediatric clinics in Chatham County with over 40 medical staff in attendance.

### *Grant Funding*

KidSCOPE has applied to the following grants:

- **Strowd Roses** – For the Healing Roots Initiative, requesting \$10,000.
- **Chatham County Human Services** – For Incredible Years and CBT Therapy for Chatham families, requesting \$35,000.

### *Staffing*

There are no staffing updates.

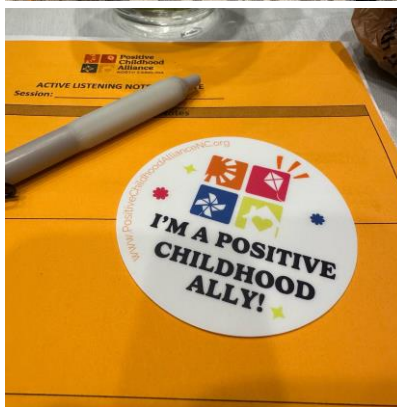


## *Continuing Education & Conferences & Presentations*

The KidSCOPE team attended the PCANC 2025 Learning & Leadership Summit.

Photos from the PCANC Conference:

### *Additional Remarks*





# FRIENDS National Center for CBCAP

## Board Report- February 19-March 18, 2025

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### Online Learning Center:

*The FRIENDS Online Learning Center had **26** course enrollments from February 19 – March 18, 2025.*

The Protective Factors and Creating Effective Parent/Practitioner Collaborations courses have been under maintenance for content updates by the course developer, MRCC. They are planned to be re-released to the OLC in April.

### *On-sites from February 19-March 18, 2025*

3/8	GA – BEPPC (Parent Leadership)	17 Attendees
3/10	WV – New State Lead Orientation/Strategic Planning	4 Attendees

### Webinars from February 19-March 18, 2025

*There were no webinars during this time per the directive from our FPO.*

**State Specific Webinars (date: state, # of participants):** 2/19: NV, 4; 2/27: CO, 2.

### Other Activities:

- The FRIENDS Leadership Institute's (FLI) kick off meeting scheduled for March 5<sup>th</sup> was postponed per the Children's Bureau directive. A new communications process has been instituted by ACF which will require FRIENDS to submit a plan for approval of all FLI activities before moving forward. The approval process is lengthy and involves approval from the ACF Office of Communications, ACF Office of General Council, the Commissioner, and the Assistant Secretary and possibly the Secretary.
- The ACF communications process will be required of all FRIENDS activities/initiatives except individual state TA. This includes: mass emails, listserv messages, webinars, trainings, newsletters, print materials, etc.
- The FRIENDS in-person Parent Advisory Council (PAC) meeting, annual CBCAP Grantees Meeting and National Conference on Child Abuse in Neglect have been cancelled. The PAC meeting will be held virtually on March 30<sup>th</sup>.
- FRIENDS managed changes precipitated by EO's and requested by CB, including website and resource materials, social media accounts, and pauses to some services like meetings with large groups, communications with groups of states, and meetings with partners/potential partners.
- Per FPO advice, FRIENDS will not request an additional six-month extension of the current No Cost Extension which runs through March 31, 2025.

### New and Upcoming FRIENDS products and events:

- ♦ Virtual PAC Meeting (Mar 30<sup>th</sup>)
- ♦ FRIENDS Leadership Institute Kick off (2025)
- ♦ Next issue of the Parents & Practitioner Newsletter (2025)
- ♦ PMI briefs (2025)

## **ARCH National Respite Network and Resource Center FCR Board Report – March 2025**

### **Federal Training and TA Grant Activity Highlights for the Lifespan Respite TA Center:**

- 1) **2025 National Lifespan Respite Conference.** We are excited that **Josh Carter**, grandchild of President Jimmy and Rosalynn Carter, and new spokesperson for the Rosalynn Carter Institute for Caregivers, will headline a discussion panel following the screening of excerpts from the Bradley Cooper PBS documentary, [\*Caregiving\*](#), at the National Lifespan Respite Conference in Huntsville, AL. The conference will open with a welcome reception the evening of April 1 that will feature recognition of the 2025 ARCH Innovative and Exemplary Respite Services. View the full conference program, including keynote and plenary session speakers for the **2025 National Lifespan Respite Conference, RAISE and Engage – Launch Respite Now!** on the [conference website](#). The **Lifespan Respite Grantee meeting** will be held March 31-April 1 in conjunction with the National Lifespan Respite Conference.
- 2) **Launch of Sustaining Respite Webinar Series:** On February 27, ARCH launched its 3-part webinar series on **Sustaining Respite** with the topic *The Foundation for Sustainability: Empowering Leaders, Cultivating Partnerships, and Nurturing Mentorships*. This is the capstone event for the long-running ARCH Sustainability Planning Learning Collaborative that will feature state grantees who have demonstrated progress in sustainability planning as mentors for the respite network. [Watch the event](#).
- 3) **Lifespan Respite Grantee and Partner Learning Symposium:** The virtual portion of the Learning Symposium was held on the afternoons of March 4 and 5. State grantees participated in *Bring, Brad and Borrow* sessions that allow each state to present a significant accomplishment of their Lifespan Respite grant or State Respite Coalition from the past year. This event is an annual favorite of grantees and partners. [Watch the Symposium](#).
- 4) **National Academies of Sciences, Engineering, and Medicine (NASEM) Workshop on Family Caregivers.** ARCH has been invited to present at an all day workshop at the NASEM on [Strategies and Interventions to Strengthen Support for Family Caregiving and to Alleviate Caregiver Burden](#) in Washington, DC, in early June. ARCH and consultants met with a NASEM Senior Program Officer to discuss the presentation.
- 5) **Semiannual Report.** ARCH prepared and submitted its Year 5 Mid-year semiannual report to the Administration for Community Living. The report and appendices are available from ARCH for review upon request.

## **National Respite Coalition**

Since last year, the National Respite Coalition has been working with House and Senate staff on the Lifespan Respite Reauthorization bill. In the last Congress, the bill was included in the final CR supported by House and Senate leadership from both parties, but along with many other authorization bills, was dropped the night before the bill came up for a vote.

Fortunately, the Lifespan Respite Care Program reauthorization bill (S. 830) was re-introduced in the new Congress on March 4 in the Senate by Senator Susan Collins (R-ME) and Senator Tammy Baldwin (D-WI). The bipartisan companion bill will be introduced in the House the first week of April by Rep. Nick Langworthy (R-NY) and Rep. Jill Tokuda (D-HI). Not only does the bill extend the Lifespan Respite Care Program for five years, it clarifies the definition of family caregiver to include young caregivers under age 18. This was a provision written by and advocated for by the National Respite Coalition. If enacted, this will be the first time that young caregivers are recognized in federal statute.

Visit the [National Respite Coalition webpage](#) to view the **letters to House and Senate lead sponsors** organized by the NRC from 39 national organizations endorsing the bill, and **watch the recording** of Senator Collin's floor statement on bill introduction. Also read the [NRC alert](#) and the [Senate press release](#) in which Jill Kagan, NRC, is quoted.