



## MEMORANDUM

DATE: March 9, 2015

TO: Supervisor Federal D. Glover, District V, Chair  
Supervisor Candace Andersen, District II

FROM: Ruth Fernández, LPC Coordinator/Manager, Educational Services

SUBJECT: Local Planning Council for Child Care and Development – Council Activities-Referral #81

CC: Contra Costa County Office of Education  
Karen Sakata, Contra Costa County Superintendent of Schools  
Dr. Pamela Comfort, Deputy Superintendent of Schools, Contra Costa County

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### **RECOMMENDATION(S):**

**ACCEPT** written report of activities, accomplishments and challenges during fiscal year 2014 -2015 for the Local Planning and Advisory Council for Early Care and Education (LPC).

The Contra Costa LPC is proud to report key accomplishments during the fiscal year 2014-2015. Projects and activities of the Contra Costa LPC align with legislative intent for Local Planning Councils to serve as a forum to address the child care needs of all families and all child care programs, both subsidized and non-subsidized in Contra Costa County (Ed code Sections 8499.3 and 8499.5). Activities are organized under the four goal areas identified in the Contra Costa Countywide Comprehensive Early Care and Education Plan 2014-2017.

### **ACCOMPLISHMENTS:**

- Plan and coordinate the 2015 11th Annual Young Children's Issues Forum—"Speak Out For Children: Educate and Advocate" to be held on Saturday, March 28<sup>th</sup>, 2015 at the Pleasant Hill Community Center, in Pleasant Hill, CA. Expect over 300 preschool teachers and administrators, college faculty, community advocates, parents, public officers and school district administrators attended the event. Forum registration open on-line at: <http://www.plan4kids.org/events.html>
- Hosted first Annual LPC Community Café on October 7, 2014. Convened over 50 community stakeholders in Contra Costa County to learn about LPC scope of work, projects and opportunities for collaboration. LPC plans to host at least one Community Café during each fiscal year.
- Recruited and successfully processed three LPC appointments therefore reducing number of outstanding vacancies. Only three vacancies remain, two in East County and one in Central/South County.
- LPC received one-time funding allocation from the CA Department of Education to administer the new California Transitional Kindergarten Stipend Project with an allocation of \$405,286 over a three-year period. The 2014-15 California Budget Act determined that lead teachers placed in Transitional Kindergarten (TK) classrooms after July 1, 2015 must have a minimum of 24 Early Childhood Education (ECE) credits, or a Child Development Teacher Permit, or comparable professional experience. Additionally, after July 1, 2015 all TK classrooms would be required to align their curriculum to the CA Preschool Learning Foundations and Frameworks. While current TK teachers

are "grandfathered in," any TK teachers hired after July 1, 2015, will have 5 years to meet the above requirements.

The 2014-15 Budget Education Act allotted \$15 million for Local Planning Councils (LPC) to support these teacher educational requirements. This one-time funding allocation makes it possible for TK teachers to receive reimbursement for educational costs linked to the new educational requirements for TK educators. Local Planning Councils are charged with disbursing funding through a local model that meets the needs of TK teachers across school districts within the county.

### **CHALLENGES:**

- Continued 50% reduction in annual state funding allocation for the Local Planning Council – See Attached LPC Profile.
- 44% reduction in annual state funding allocation for the AB212 Professional Development Program Staff Retention activities (2009-2015).

### **ACTIVITIES IDENTIFIED FOR REPORTING PERIOD**

**(July 2014 – March 2015)**

#### **GOAL 1: Access to Quality Child Care**

- Facilitated and hosted an information session about the Federal Early Head Start (EHS) Partnership Grants application to increase services provided for infants and toddlers in Contra Costa County. All publicly funded agencies were invited to the information session. The intent of the information session was to promote dialogue among possible applicants, foster ideas for collaboration and partnership, review application guidelines and types of applications, and to invite questions about the application process. Contra Costa County Office of Education and Contra Costa LPC submitted a letter of support for this grant application. Contra Costa County successfully secured \$1,100,000 for infant/toddler slots through an EHS Partnership Grant led by Contra Costa Community Services Bureau.
- Actively participate in County's Consortia coordinating and implementing the federal Race-to-the Top (RTT) Early Learning Challenge Grant Quality Rating and Improvement System (QRIS) Initiative. Additionally, the LPC also supported the application for the California State Preschool QRIS Block Grant for FY 2014-15 which secured \$1.4 million in new state funding for rating and continuous quality improvement services for state preschool programs in the County.
- The LPC Coordinator administers and oversees CCCOE's contract with First 5 Contra Costa for the monitoring and rating of 100 programs participating in the RTT QRIS Initiative led by First 5 Contra Costa. The LPC Coordinator will also co-lead the administration of the new QRIS Block Grant awarded by the CA Department of Education to the Contra Costa County Office of Education and First 5 Contra Costa.
- The LPC continues to convene quarterly meetings with all state-funded contractors in Contra Costa County. The State-funded Program Administrators Network meetings are held at the Contra Costa County Office of Education and are facilitated by the LPC Coordinator. The work of planning and coordinating local services, ongoing professional learning opportunities and quality improvement activities will be a key focus for the state funded network meetings facilitated by the LPC Coordinator. Potentially, 32 out of 58 State Preschool Sites in Contra Costa will be actively participating in QRIS activities.

The Contra Costa State Funded Program Administrators Network is committed to: a) problem solve, share, and test new ideas; b) share best practices and strategies; c) build consensus about local challenges

and opportunities that Title V programs face in Contra Costa County; d) be a sounding board for discussion and collaboration amongst programs representing a variety of funding sources and program models; e) provide support for Directors of Title V programs, especially new Directors; f) leverage on free collaboration opportunities; g) make connections to local, state, nationwide resources and information; h) give input to the LPC about the needs that Title V programs face regarding staff's professional development, retention, and continuing education.

LPC Coordinator continues to inform State contractors about the Voluntary Temporary Transfer of Funds (VTTF) opportunity and key timelines and eligibility requirements. The California Department of Education (CDE) directed each Local Planning Council (LPC) to establish a local fair and transparent policy regarding the voluntary, temporary contract fund transfer process established by California *Education Code* Section 8275.5.

The primary intent of the VTTF process is to ensure to the greatest extent possible that state funds allocated for Contra Costa County child care services are spent within the county.

## **GOAL 2: Develop and Nurture a Trained Early Care and Education Workforce**

- The LPC administers AB212 state funding through the Contra Costa County Office of Education with the goal to retain qualified staff at State-funded Programs in Contra Costa County. Funding allocation for fiscal year 2014-15 is \$278,303.
- During 2014-15 staff working at State-funded programs in Contra Costa County continue to benefit from services provided by the AB212 Professional Development Program. Services offered to teaching staff, site supervisors and program directors include: CA Child Development Permit processing, Temporary County Certificate processing, professional growth and educational advising, coaching, mentoring, and customized trainings and professional development opportunities.

**Component I - Contra Costa's AB212 Professional Development and Retention Program** — offers financial incentives to staff working at State-funded programs that meet program eligibility and participation requirements. The AB212 Professional Development Program provides stipends for the following categories:

- 1) Annual Participation Stipend (stipend amount determined at end of year based on number of eligible applications received and funding availability – not to exceed \$1,200) – participants complete a minimum of 6 approved college units toward degree completion.
- 2) Degree Completion Stipend - \$1,000 – Upon certification of degree completion from an accredited educational institution.
- 3) Lost Wages Stipend – not to exceed \$1,000 – Stipend determined by approved hours of a practicum course at an accredited educational institution.
- 4) Foreign Transcript Evaluations – up to \$350 – Evaluation services of foreign transcripts are offered to eligible and active AB212 Professional Development Program participants.

## **Component II - AB212 Site Supervisor and Director Professional Learning Community** –

The LPC recognizes that investing in a program's leadership is essential and crucial to quality improvement. The Site Supervisor and Director Professional Learning Community (PLC) strives to support and nurture leadership competencies for administrators. As essential change agents in their programs, participant engage in regular reflection and discussion with other peers about skill building, staff development, communication, advocacy, leadership, professionalism, and other topics that support a culture committed to continuous quality improvement. The Site Supervisor and Director PLC goals are to:

- Develop a stronger framework of administration and supervision, leadership, and professionalism in early childhood programs in Contra Costa County;
- Build a network of colleagues across the county for supports and resources that strengthen your professional competencies;

- Provide opportunities to complete professional development that supports QRIS and ongoing professional growth for supervisors and directors of early childhood programs; and
- Benefit from financial incentives that support your professional development goals.

### **GOAL 3: Foster and Promote Coordination and Collaboration with the Community**

#### **Implementation and Development of A Road Map to Kindergarten® Project**

- The Contra Costa LPC and the Contra Costa County Office of Education (CCCOE) continue to partner with Community Services Bureau and the five First 5 Family Resource Centers to implement A Road Map to Kindergarten® as a family involvement initiative.
- The LPC established the School Readiness Committee to oversee the implementation and ongoing expansion of A Road Map to Kindergarten® Project. The LPC School Readiness Committee identified the following goal and strategies to guide their work:  
**Goal:**  
Promote systemic sustainable school-family partnerships in Contra Costa County that involve and engage families.  
**Objectives:**
  1. Support families' knowledge of the K-12 education system and opportunities for involvement in school readiness using the RMTK.
  2. Support early educators in preparing children and families for school success.
  3. Enlist a variety of community and civic resources to support school readiness using the Road Map to Kindergarten as a means for support.
- The CCCOE in partnership with Mills College secured an internship position for a Mills' graduate student in the Early Childhood Education Program to work under the supervision of the LPC Coordinator to continue to collect relevant data about the impact of A Road Map to Kindergarten® on parents' preparedness to support their children's transition to Kindergarten.
- The LPC Coordinator will continue to offer countywide Trainer-of-Trainers seminars on the use of A Road Map to Kindergarten®.

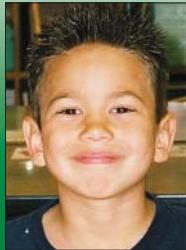
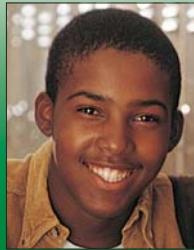
#### **Provide Leadership and Contribute to Ongoing Work of Early Childhood Leadership Alliance (ECLA)**

- The LPC Coordinator is currently the Chair for ECLA and LPC Chair also actively participate in ECLA's Steering Committee. ECLA's mission is to bring together leaders from child-serving agencies in Contra Costa County to work collectively to reduce barriers and effect systemic change for the benefit of our community's children. ECLA strives to ensure that all families have equal access to effective early detection, support, and intervention for their children's medical, mental health, and developmental needs. ECLA has identified three key goal areas to guide its work:  
**Goal 1 - SYSTEM DEVELOPMENT:**  
Comprehensive services are provided to children 0-5 years and their families by organizations that work together in an efficient and coordinated manner.  
**Goal 2 - COLLECTIVE ADVOCACY:**  
Collective impact is magnified by developing a unified voice and shared strategies for influencing policy that affects families with young children.  
**Goal 3 - COMMUNITY AWARENESS & EDUCATION:**  
Providers understand the importance of children's development and the system of services that support it

### **GOAL 4: Advise Sponsoring Entities on Local Issues and Priorities Related to Early Care & Education**

The LPC will be identifying local funding zip code priorities for Contra Costa County by May 30<sup>th</sup>, 2015. Proposed zip code priorities for child care services to be submitted to the Family and Human Services Committee for approval in May 2015.

Contra Costa County  
**Local Planning and Advisory Council**  
for Early Care and Education (LPC)



**SAVE THE DATE!**  
for the 11th Annual  
**Young Children's Issues Forum 2015**

***"Speak Out for Children: Educate and Advocate"***

A forum for discussion among State Legislators, local elected officials, educators, business leaders, and the community at-large regarding current children's issues.

When: Saturday, March 28, 2015

Where: Pleasant Hill Community Center  
320 Civic Drive  
Pleasant Hill, CA 94523

**Invited Guest Speakers Include:**  
**State Legislators, Local Elected Officials and Business Leaders**

**Register now: <http://11thannualforum2015.eventbrite.com>**

Please visit the Local Planning Council website to view last year's Forum.  
[www.plan4kids.org](http://www.plan4kids.org)

For more information, please call  
Ruth Fernández at 925-942-3413

Coordinated by the  
Contra Costa County Office of Education







# Local Planning Councils: An Essential Role in the Era of Education Reform and Local Control

## Introduction

Local Planning Councils (LPC) are advisory bodies established by state legislation in every county in California to plan for child care and development services based on the needs of families in local communities.

This paper quantifies and categorizes the contributions of LPCs at the local and state levels. It is intended to substantiate efforts to receive an allocation of sufficient funding to ensure that each county has a full-time LPC Coordinator position to support the important work of coordinating, connecting and leveraging the various pieces of local early care and education systems in meaningful ways.

In 1991, Congress established the federal Child Care and Development Block Grants (CCDBG) through which each state is allocated funds to assist low-income families in obtaining child care and development services. As a result, a plan was developed to ensure that California would have a local voice to establish priorities in the allocation of CCDBG funds in each community.

During the same year, Assembly Bill 2141 was passed, establishing the creation of LPCs in local communities. LPC's membership and responsibilities were revised in 1997 as mandated by AB 1542 establishing welfare reform legislation (CalWORKs).

In requiring the LPCs, the federal government saw the need to establish independent, diverse groups to quantify the need for child care and development services and determine the areas within each county demonstrating the greatest need for subsidized care. Only LPCs have been charged with collaborating with subsidized and non-subsidized early care and education providers, county welfare departments and human service agencies, regional centers, job training programs, employers, integrated child and family service councils, tribal councils, local and state children and families commissions, parent organizations, early start family resource centers, local resource and referral programs, and other interested groups to build the local child development infrastructure.

## The Need to Invest in Local Infrastructure

As an essential part of the early care and education infrastructure in California, one of the LPCs many roles is to act as liaison between local governments, families with children, early care and education providers, and community representatives. Our purpose is to promote, support, and improve the coordination of local efforts to provide early care and education services for all children and families in California.

The box on the next page summarizes the major accomplishments of the LPCs throughout the state, including the legal mandates according to California Education Code and local work that goes well beyond state law. Due to the recent influx of new early care and education initiatives and funding streams at the state and county level, the need for local coordination has greatly increased.



Per California Education Code, Section 8499.3-8499.7, Local Planning Councils are mandated to:

- **SUPPORT** training and professional development of early care and education professionals
- **IDENTIFY** zip code priorities for allocation of state and federal child care and development funds
- **COLLABORATE** with community organizations and government agencies to provide families the best possible early learning and care services
- **PROMOTE** access to high-quality early care and education
- **ASSESS** the County's overall child care needs at least once every five years
- **PREPARE** a countywide child care plan to mobilize public and private resources

### Leveraging the LPC Role at the Local Level

In addition to the state mandates, LPCs across the state engage in extra efforts to ensure that children and their families have access to high quality early care and education services in their local communities.

LPCs are responsible for administering the AB 212 Salary and Retention Program for staff working with children and their families in state-funded programs. In addition, LPCs facilitate the Voluntary, Temporary Transfer of Funds (VTTF) between contractors to maximize services to children all over the state. The administration of the newly created California Transitional Kindergarten Stipend (CTKS) program will also be added to LPCs' scope of work this fiscal year.

### LPC Accomplishments

The following are examples of accomplishments made by LPCs and identified by the California Child Care Coordinators Association:

#### Building Capacity and Quality

All LPCs build quality and capacity by holding workshops and conferences, conducting outreach campaigns, promoting inclusion of children with special needs, acting as professional growth advisors, and providing other supports to the early care and education professionals in their counties. These include leading and supporting local Quality Rating and Improvement Systems (QRIS) planning and implementation in their counties.

Given their diverse set of skills, relational influence, and knowledge of the early care and education system locally, LPC Coordinators are well-equipped to assist and in many cases lead the planning, administration, and implementation of QRIS Initiatives in their counties.

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## California Child Care Coordinators Association

### ***Our Vision***

Child Care Coordinators will have the support and recognition they need to work collaboratively and effectively, locally, regionally and statewide, to create a high quality early care and education system for all children in California.

### ***Our Mission***

Our Association's mission is to strengthen and support effective coordination of county-level early care and education services for all children birth through 12 years by providing state level leadership to influence policy and by offering on-going professional development for our membership.

<http://www.california-childcare-coordinators.org>

## LPC Accomplishments Continued

### Outreach and Collaboration

LPCs reach far beyond their statutory requirements to collaborate and to be inclusive in their membership activities. Local collaborations are numerous and extensive and include: child development programs-private and publicly funded-child care resource and referral agencies; First 5 commissions; Head Start grantees; alternative payment programs; tribal groups; child abuse prevention councils; mental health services and public health departments; child welfare reform teams; foster care agencies; P-16 councils; social services departments; special education departments; Chambers of Commerce; workforce investment boards; economic development corporations; and city and county governments.

### Economic and Workforce Development

LPCs have provided additional support to higher education, serving on advisory boards, creating and teaching classes, creating career pathways that start with high school students, and facilitating cohorts for Early Childhood Education (ECE) degree programs. LPCs have created Economic Impact Reports for their counties to show the critical linkages between child care and economic development, and the value in dollars of the early care and education industry.

### Child Care Facilities Development

The majority of LPCs work with their county and city planning departments and other officials to ensure that child care facility development be included in city and county general plans. Some LPCs work with their local officials to provide input on the use of developer fees to support facilities. Other LPCs have hosted workshops for planners, or have mapped child care facilities in collaboration with their local Office of Emergency Services to ensure that children in care are safe in crisis situations.

### Leveraged Funding

- LPCs have facilitated the retention of over \$3 million in state contract funds to directly serve children in their communities through the Voluntary, Temporary Transfer (VTT) of contract funds administered by the California Department of Education.
- LPCs have secured local Maintenance of Effort (MOE) required as a match for all LPC contracts; many counties exceeded the required MOE match.
- LPCs have obtained grant funding from federal, state, local, and private foundations for the implementation and coordination of local projects and quality improvement initiatives at the County level.

**LPCs are the driving force at the county level that orchestrate the planning, implementation, and the mobilization of resources and services in the local early care and education system. Without adequate funding to hire full-time staff-LPC Coordinators who are dedicated to the effective coordination of participating organizations and agencies, we sabotage the likelihood of achieving sustainable quality improvement and workforce development initiatives in our communities.**