



To: David Twa, Contra Costa County Administrator  
From: Kathy Gallagher, EHSD Director  
Subject: Community Services Monthly Report  
Date: April 2016

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Camilla Rand, M.S.  
Director



**I. Good News Update/Accomplishments:**

- As CSB prepares for the Comprehensive Services School Readiness (CSSR) Review beginning May 2<sup>nd</sup>, we have had the pleasure to meet with about 15 Head Start parents who will be interviewed during the review. These parents represent all areas of the County and have children in both Head Start and Early Head Start programs. Their stories of how our program has supported them and their children are compelling and expressive. To hear about the significant impact and positive difference our program has made in the lives of our families in such detail and with such passion reaffirms our appreciation of our dedicated staff who are committed to the meaningful work we do.
- CSB Managers, Christina Reich and Ericka Ramirez, were asked to present best practices in a videotaped interview regarding the Early Head Start-Child Care Partnership conference in San Francisco. CSB was one of only two grantees in Region IX selected to do so and the recording will be used as a learning tool and posted on the national ECKLC (Early Childhood Knowledge and Learning Center) website .
- CSB completed its triennial Child and Adult Care Food Program (CACFP) administrative review for the 2015-2016 program year March 22, 2016. During the review week, the reviewers toured the central kitchen for cleanliness and organization and visited two centers to observe family style meals. The reviewer was enlightened by what she saw, and complimented the Nutrition staff for offering freshly cooked foods, and using a variety of colors, textures and tastes that meet all USDA meal requirements. The final report and outcome are pending as the reviewer is working on finalizing her report.
- CSB partnered with the National Charity League volunteers to help fill kindergarten readiness bags with school supplies for Head Start children transitioning to kindergarten. A total of eight volunteers donated their time to fill over 600 kindergarten readiness bags. Supplies included pencils, crayons, rulers, and scissors.
- Special Guests Linda Kroll, Dean of Mills College Early Education, and Daniel Meier, Professor of Elementary Education at San Francisco State visited George Miller III (GMIII) in Richmond to learn about our teaching and learning approach. Linda and Daniel are writing a book on Inquiry Based Learning in Early Care and Education programs. They are highlighting GMIII as an inspirational program in promoting inquiry based learning. Linda and Daniel attended a staff meeting to analyze the lesson planning and reflection process, and they showed keen interest in the documentation panels commonly used throughout CSB.



- This year's Week of the Young Child festivities were celebrated county-wide by local community leaders, CSB managers and Head Start/Early Head Start staff and families. Participants had the opportunity to engage in crazy hair day, pajama day, cultural awareness day, read books to the children, and paint children's faces. At Balboa center, to conclude the week-long events, children visited residents at the Eskaton Hazel Shirley Manor Independent Living facility where they engaged in various activities and held a musical parade: singing and dancing with the residents in their multipurpose room. Parents shared their excitement about the events that transpired at their centers during April's Policy Council meeting. Director Camilla Rand and CSB staff joined other ECE leaders in a presentation to the Board of Supervisors
- CSB Head Start centers continue to collaborate with California State University of the East Bay Nursing Students. They have provided health lessons in our preschool classrooms for the children. The nursing students will offer asthma trainings to selected sites, and do some direct training with the teachers around health issues for children.
- During March and April, Head Start centers held Family Workdays. These workdays are imperative to our centers because they give families and staff an opportunity to volunteer their time to enhance the centers environments. Among many activities, families provided support with rearranging furniture, building planter boxes, and disinfecting indoor and outdoor equipment. Some centers provided lunch for their families and utilized the remaining time to discuss important topics with their parents, such as Child Abuse Prevention.

**II. Status Updates:**

**a. Caseloads, workload (all programs)**

- Head Start enrollment: 98.71 %
- Early Head Start enrollment: 102.57%
- Early Head Start Child Care Partnership enrollment: 101.39%
- Head Start Average Daily Attendance: 83.6%
- Early Head Start Average Daily Attendance: 84%
- Early Head Start Child Care Partnership Attendance: 97.1%
- Stage 2: 345 families and 544 children
- CAPP: 75 families and 109 children
- In total: 420 families and 653 children
- Incoming transfers from Stage 1: 74 families and 87 children
- LIHEAP: 372 households have been assisted
- Weatherization: 15 units

**b. Staffing:**

- CSB continued its efforts to hire permanent and temporary staff to meet the personnel needs for different programs. During the month of April, two Intermediate Level Clerk-Project and one Comprehensive Services

Assistant Manager - Project were hired. Additionally, the Bureau hired temporary clerical and management support in preparation for the upcoming Federal Review.

**c. Union Issues:**

- A Step 3 Grievance was held; however, no decision has been reached at this time.
- Meet and Confer with PEU Local 1, Lone staff, was held to discuss the temporary summer layoff of the Part-Day/ Part-Year Center Based and Home Based programs, as well as to discuss the mandated vaccination for childcare workers effective September 1, 2016. Full agreement was reached on all presented issues.

**III. Emerging Issues and Hot Topics:**

- The Economic Opportunity Council (EOC) is very concerned with inadequate funding for services to the homeless, given the loss of First 5 Contra Costa funding and the high cost of doing business. On April 18 they held an emergency meeting to develop a letter to the Board of Supervisors (BOS) asking for them to help. EOC Chair, Ajit Kaushal, presented this letter during the budget discussion at the April 19, 2016 BOS meeting.

cc: Policy Council Chair  
Family & Human Services Committee  
Maureen Burns-Vermette, ACF