



To: David Twa, Contra Costa County Administrator  
From: Kathy Gallagher, EHSD Director  
Subject: Community Services Monthly Report  
Date: September 2017

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### News /Accomplishments

Camilla Rand, M.S.  
Director



- The Office of Head Start (OHS) has developed a new monitoring system, called the Aligned Monitoring System (AMS) 2.0. Federal monitoring will now be composed of three (3) reviews over the course of the grantee's five-year grant cycle; the off-site *Focus Area 1*, the on-site *Focus Area 2*, and *CLASS* observations. Compared to previous monitoring systems, AMS 2.0 is a more streamlined process and will have a greater focus on the use of data, process, and outcome as they relate to the Head Start Program Performance Standards. This process will allow Community Services Bureau more opportunities to showcase our innovative and results-driven processes.
- October is Head Start Awareness Month and CSB will collaborate with the Art & Culture Commission of Contra Costa County AC to showcase artwork, storyboards and pictures of children at play from our centers in order to raise awareness to Head Start and the importance and impact it has in the community. Art pieces will be on display at 651 Pine Street in Martinez from October 2-30, 2017.
- The 2017 Policy Council Orientation will be held on September 30, 2017 at the Crowne Plaza Hotel. Newly voted in representatives will receive an overview of the Community Services Bureau, Head Start and the important role they will have in shared decision making.
- The annual Head Start (HS)/Early Head Start (EHS) Shared Governance Meeting is scheduled for Wednesday, November 1, 2017 from 2-4 pm at the Clarion Hotel in Concord. The topic of this year's meeting is "Get involved, make a difference". This year, we have asked each Board member to speak for 5 minutes about issues that are pertinent to our families and share how they can get involved. The Governing Bodies will also connect and share program successes.
- CSB's first cohort of the Teacher Apprenticeship Program is in the works and set to begin October 12. Over 40 participants attended the informational session and 33 people applied for the 15 slots available. This 18-week program will allow students to take 12 units of coursework over the course of 18 weeks, while receiving on the job training. At the end of the 18-weeks, the trainees will be eligible to be permanent Associate Teachers.
- CSB has begun implementation of CSEFEL Teaching Pyramid in 5 preschool classrooms (Bayo Vista, GMIII and Riverview). Five classrooms teaching teams will be attending the full modules training in San Francisco. The Teaching Pyramid is a comprehensive approach designed to help educators promote social-emotional competence, address challenging behaviors in young children, and develop safe and nurturing group environments for all children. This approach will complement the "Second Step" curriculum that has been used widely in all classrooms. The rest of the classrooms will



slowly taking part in the Teaching Pyramid implementation when it is offered in Contra Costa County in fall 2018. These 5 classrooms teams will received coaching and support from CSB's Leadership Team.

- Quality Rating Improvement System (QRIS) awarded CSB a mini grant in the amount of \$8,442.00. The funds will be dividedly amongst Early Head Start centers to purchase materials to enhance the environment of the centers. QRIS infant /toddler and preschool center ratings have been published by First 5. All of CSB EHS and HS centers are at a 4 or 5 rating with 5 being the highest and 4 being an extremely high rating.

**I. Status Updates:**

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

- Head Start enrollment: 104.2%
- Early Head Start enrollment: 101.3%
- Early Head Start Child Care Partnership enrollment: 82%
- Head Start Average Daily Attendance: 83.1%
- Early Head Start Average Daily Attendance: 83.1%
- Early Head Start Child Care Partnership Attendance: 83.1%

**b. Staffing:**

- During the month of September, CSB conducted interviews to fill vacant various teaching and clerical positions. The Bureau is anticipating interviews to fill vacancies within the comprehensive Services Assistant Manager (CSAM) and ASA III classifications. The hiring process is currently impaired by the EHSD Department-wide freeze and the Bureau struggles with hiring and adequately staffing its classrooms and comprehensive child development program.

**c. Union issues:**

- The Merit Board dismissed the Appeal from Termination submitted by Local One on behalf of a CSB Associate Teacher. The Business Agent for Local One, Site Supervisor Unit, escalated to step 4 a grievance on behalf of a CSB's Site Supervisor who chose layoff vs. demotion. CSB was presented with EEOC complaint brought by a former county temporary employee. The Bureau is working with County Counsel on responding to the complaint.

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

- Since the construction project in San Pablo to replace Brookside is no longer viable, the City of San Pablo has offered a new location on Vale Street. The location is 22,000 square feet and would replace Brookside and Las Deltas centers. The City has drawn plans for us and we will begin negotiating on the cost. Because it is an old building, it will need to be completely remodeled.
- AB 435 has passed the Senate Floor and is headed to the Governor's desk for signature. This is the Childcare Subsidy Plan for Alameda, Contra Costa, Marin

cc: Policy Council Chair  
Family & Human Services Committee  
Nicole Porter, ACF

and Sonoma Counties and will offer counties local flexibility with its state allocations to ensure that more child care centers keep their doors open, and continue to serve our most vulnerable children. Our local child care experts would develop a subsidized child care pilot plan, which would allow flexibility in family and child eligibility, reimbursement rates, family fees and other methods of maximizing the efficient use of subsidy dollars. San Francisco and San Mateo implemented similar reforms at the local level several years ago, which led to increased children served and stabilized child care providers in those high-cost regions. At the last minute, DSS advocates included language to include Stage I in the planning process. CSB and WFS agree in this new language.

cc: Policy Council Chair  
Family & Human Services Committee  
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