




To: David Twa, Contra Costa County Administrator
From: Kathy Gallagher, EHSD Director
Subject: Community Services Monthly Report
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News /Accomplishments


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- Supervisor Candace Andersen participated in our state Self-Assessment on April 19, 2019 at our Live Oak site in San Ramon. Supervisor Andersen noted excellent transition to Kindergarten, inclusive services to children with disabilities, and family engagement as strengths of the program. A big thank you to Supervisor Andersen!
- CSB Director and several managers attended National Head Start Association's (NHTA) annual conference in San Antonio, Texas on April 28th - May 3rd. CSB's Director was invited back by NHTA to facilitate another round of Communities of Practice for Directors. Directors across the nation attended the session to discuss pertinent issues impacting their programs.
- CSB held the Health and Nutrition Services Advisory Committee Luncheon on April 25th. Over twenty-five (25) participants from CSB and collaborative agencies were given the opportunity to problem solve current barriers to the access of medical and dental services that our families face, as well as share current and upcoming resources and services available in the community.
- CSB Assistant Director, Education Manager, Site Supervisors and teaching staff from Bayo Vista, George Miller Concord, George Miller III, and Riverview attended the 6th Annual Teaching Pyramid Symposium on April 26-27th at San Mateo County of Education in Redwood City. During the 2-day symposium, participants heard from keynote speaker, Julie Kurtz, who presented on "Trauma & the Pyramid: Connection & Support". Participants also attended a series of sessions offered for different tracks such as trainers, coaches, administrators, supervisors and teachers.
- All childcare partner contracts are in the process of being renewed with a 1% cost of living increase to the federal partners. State partners already received an increase in 2018.
- A career fair was held at Riverview Middle School on March 28th where Monica DeVera, Amy Wells, and Cathy Lucero, presented information on the early childhood education field and the benefits of Head Start.
- Two Site Supervisors; Corrinne Williams-Lindsey, Stephanie Canulli, and two of their lead teachers, Yolanda Williams and Gemma Monreal, attended the three-day Head Start Association Region 9 Early Childhood STEM (Science, Technology, Engineering and Mathematics) Institute in Pasadena. This institute provided information to engage children in hands-on learning that is based on asking questions about their natural environment and finding answers and engaging members of the Head Start community in STEM education through study, dialogue and conversations with STEM experts.
- Education managers presented a training to Head Start (HS) and Early Head Start (EHS) teaching staff about child behavior and the positive behavior plan so that teachers have



more in-depth knowledge about how to support the social emotional needs of each child and to work closely with families to help them when behavior concerns arise.

- Ligia Ortiz, Site Supervisor, and Manjeet Kaur, Infant/Toddler Teacher, attended a two-day training on “Targeted Strategies to Support Social Emotional Skills” offered by San Joaquin County Office of Education on April 1-2 in Stockton. Participants learn about activities that provide positive and explicit guidance regarding rules and expectations in all classrooms, appropriate schedules and learning activities that maximize child engagement and learning at all levels (Infants, toddlers, and preschool ages) and Family Involvement to support positive behaviors.
- All teachers were recently issued a challenge related to Dr. Seuss’ birthday! Teaching staff worked hard to ensure all components of the challenge were met, including community and parent engagement. We are so happy to congratulate Ms. Valerie and Ms. Maria from Ambrose as the winner of the Early Head Start Dr. Seuss challenge. We are equally happy to congratulate Ms. Maria, Ms. Erika, and Ms. Reyna as the Head Start Dr. Seuss challenge winners!
- CSB’s delegate agency, First Baptist Head Start held a Father/Daughter Dance on April 6, 2019 and had over 75 attendees. A great time was had by all and the men were very engaged.
- The Economic Opportunity Council has held three of four public hearings as required by regulation to inform the Community Action Plan that is due every two years in June. Emerging needs include: homelessness and housing, affordable child care, positive relationships with police, and mental health services. The final public hearing will be held on May 2nd at Lao Family Services in San Pablo from 5:30 to 6:30. Participants are given a reusable bag filled with healthy snacks, a blanket, and a folder full of resources as a thank you for their service.

I. Status Updates:

a. Caseloads, workload (all programs)

- o Head Start enrollment: 100.4%
- o Early Head Start enrollment: 102.6%
- o Early Head Start Child Care Partnership enrollment: 100%
- o Early Head Start Child Care Partnership # 2 enrollment: 101.1%
- o Head Start Average Daily Attendance: 82.5%
- o Early Head Start Average Daily Attendance: 82%
- o Early Head Start Child Care Partnership Attendance: 85%
- o Stage 2: 475 families and 760 children
- o CAPP: 119 families and 201 children
 - In total: 594 families and 961 children
 - Incoming transfers from Stage 1: 29 families and 39 children
- o LIHEAP: 343 households have been assisted

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- o Weatherization: 12 households have been assisted

b. Staffing:

- o During the month of April, CSB hired five temporary Teacher Assistant Trainees, one temporary Associate Teacher, and one temporary Teacher in an effort to maintain a viable pull of substitutes needed for the classrooms
- o A current employee was promoted to Child Nutrition Worker II and CSB is now interviewing to backfill for the position as Child Nutrition Services Transporter. The Bureau has made a selection of one of the two temporary Transporter positions and in the process of completing hiring paperwork. CSB is still in search for a good fit to fill the second temporary Transporter position. Bureau is also expecting the open recruitment to open next week to fill a permanent position of Child Nutrition Food Operations Supervisor.
- o CSB promoted one employees from a temporary to a permanent Intermediate Clerk – Project positions.
- o The Bureau filled a Comprehensive Services Assistant Manager position with an internal candidate, and is in the final stages of interviewing for the Comprehensive Services Manager (Health & Education) and Assistant Director, Comprehensive Service Manager (Health & Education), and multiple temporary and permanent Intermediate clerk positions.
- o Current Admin Analyst was promoted to ASA II in the Business Operations Unit. CSB is looking for fill another ASA II position within the Community Action unit.

c. Union Issues:

- o During the month of April, CSB and Local 1 met for two Meet and Confer sessions to discuss the upcoming temporary Summer Layoff for Part Day/Part Year staff, and the Proposed Program changes for Program Year 2019-2020. Additionally, the bureau and the union discussed the on boarding of Teacher Assistant Trainees. Agreements were reached in all discussed issues.

II. Emerging Issues and Hot Topics:

- There are no issues to report at this time.

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