

## MEMORANDUM

DATE: July 19, 2019

TO: Family and Human Services Committee  
Supervisor Candace Andersen, District II, Chair  
Supervisor John Gioia, District I, Vice Chair

Contra Costa County Office of Education  
Lynn Mackey, Contra Costa County Superintendent of Schools

FROM: Susan K. Jeong, LPC Coordinator/Manager, Educational Services

SUBJECT: Annual Activities and Key Accomplishments Report for Contra Costa County Local Planning and Advisory Council for Early Care and Education (LPC)

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### RECOMMENDATION(S):

1) **ACCEPT** the activities report and key accomplishments during fiscal year 2018-2019 for the LPC as they relate to Education Code - *Section 8499.3 – 8499.7*

### REASON/S FOR RECOMMENDATION:

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).

### BACKGROUND:

The Contra Costa County Local Planning and Advisory Council for Early Care and Education (LPC) was established in April 1998. Required by AB 1542, which was passed in 1993, thirty members of the LPC were appointed by the County Board of Supervisors and the County Superintendent of Schools. Childcare consumers and providers, public agency representatives, and community representatives each comprise 20% of the LPC. The remaining 20% are discretionary appointees. Membership is for a three year term.

On January 7, 2003, membership was decreased from 30 to 25 members, due to the difficulty being experienced in filling all of the seats. On September 19, 2012 membership was decreased from 25 to 20, due to continued difficulty to fill vacant seats. Official reduction of appointed seats provides flexibility to ensure quorum is met in order to conduct Council business.

## I. SUMMARY OF ACTIVITIES

**Hosted the 15th Annual Young Children’s Issues Forum – *Speak Out for Children: Educate and Advocate* on Saturday, March 16, 2019.** Over 165 teachers, school administrators, college faculty, community advocates, local government officials, parents, business leaders, state and local legislators attended the Forum held at the Pleasant Hill Community Center, in Pleasant Hill, CA. The topic of focus for this year’s forum was ***Hope Thrives*** to highlight that great opportunity in early care and education with new state leadership that values early learning and recognizing that the workforce and families continue to thrive amidst change. This event continues to be a catalyst to ongoing and active community engagement in the early care and education community. The 15th Annual Forum changed its structure from a full-day to part-day event – to narrow-in on purpose for gathering early educators and also due to continued funding challenges. The 2019 Forum was highly interactive with the audience (mainly early educators) and highlighted the critical importance of recognizing the workforce.

### **Completed the 2017 - 2027 Countywide Child Care Needs Assessment and Child Care Facility Development Study for Contra Costa County.**

Upon completion of the Needs Assessment, the LPC in partnership with the County Office of Education, prepared an Executive Summary which was first shared and distributed at First 5 Contra Costa’s Coffee and Kids event in May 2019.

LPC is collaborating with First 5 Contra Costa, who will be using the LPC’s Countywide Child Care Needs Assessment data to develop an interactive data dashboard on their website. The dashboard is tentatively planned to be ready in late summer/early fall.

### **Coordinated and Facilitated Quarterly State Funded Program Administrators Network (SFPAN) meetings held at the CCCOE and facilitated by the LPC Coordinator.**

The State Funded Administrators Network (SFPAN) convenes 14 agencies that contract with the California Department of Education to provide General Child Care Services for children ages 0-12 and State Preschool services for high need families and children throughout Contra Costa. The SFPAN includes the county’s Head Start and Early Head Start providers and the CalWORKs child care voucher program known as the Alternative Payment Program which includes Stage 1, Stage 2 and Stage 3 families.

### **Support and Fiscal Consultation/Coaching Services for Administrators of State Funded**

**Programs** - Title 5 contractors with the California Department of Education, Early Learning and Care Division continue to struggle with recruitment and retention of teaching staff. Barriers include finding qualified teachers and low compensation (for some sites, not all). Other local challenges among Title 5 contractors include: lack of available child care facilities and low enrollment.

In 2016 – 2017, the LPC decided to allocate AB 212 funds to “pilot” consultations services to administrators with the goal of improving efficient contract management for full earning of allocation. The consultation services continue (now in its third year) to support programs. In addition, the consultant has helped the LPC in supporting the planning of the County Child Care Subsidy Pilot (AB 435).

## **AB 435 – Child Care Subsidy Pilot**

The Pilot Plan has not been fully approved by CDE and is pending approval of Pilot Reimbursement Rates. This status is the same for more than half of counties who have passed legislation to pilot a localized subsidized child care system. Much of what would have been realized in AB 435 through a local Pilot will take effect through AB 2626. The LPC Coordinator with the Title 5 Consultant continue to work with CDE. A conference call initiated by CDE scheduled for mid-July will discuss the status of the Pilot Reimbursement Rate.

**LPC Coordinator is CCCOE’s administrator for the California State Preschool Program (CSPP) QRIS Block Grant and Quality County California (QCC) QRIS Block Grant contracts for Contra Costa County.** The LPC is actively involved in the local planning, coordination and implementation of quality improvement services, professional development and growth activities and incentives, and countywide efforts to increase public awareness of “quality indicators” through the *Contra Costa Quality Matters* program.

## **II. ACCOMPLISHMENTS**

### **Nurture and Retain a Qualified Early Care and Education Workforce**

- As in previous years, the LPC has offered multiple professional growth and development services and incentives in Contra Costa County. The LPC was approved by the California Department of Education (CDE) in 2018 -2019 to support teaching staff by providing stipends for participation at various levels and through multiple commitments to participation paid with AB 212 funds. Total stipends issued from AB 212 of \$86,700 were paid to 67 AB 212 eligible staff. The LPC chose to implement the following activities under the sponsorship of AB 212 funding:
  - **Completion of the California Transitional Kindergarten Stipend Program** end in March 2019. Contra Costa County’s total allocation of CTKS funds (\$405,286) was fully expended by March 2019. Please see addendum for a full report.
  - **Professional Development Program (PDP) Services and Incentives:** During fiscal year (FY) 2018-2019, the Contra Costa LPC continued the partnership with First 5 Contra Costa for Professional Development Program funding. During the application period, 94 applications were received from AB 212 educators, including one (1) from a school-age provider. After completing approved PDP activities, a total of 67 AB 212 staff received incentives in one or more components or incentive categories, including 60 participants who demonstrated commitment to remaining employed for more than one year and who additionally received Retention Awards through remaining AB 212 funds. School-age educators were encouraged to apply to AB 212, although requirements were modified according to completion.
  - **Site Supervisor and Director Leadership Learning Community (LLC)** - The LPC was approved to align leadership supports with Contra Costa Quality Matters through LLC activities that would increase the ability of leaders to build awareness of quality

improvement with their site-based staff. As gatekeepers to their staff, leaders are in unique positions to facilitate discussions with staff that could result in revisions in practices and assessments. The engagement with this mixed group of 15 participants allowed for cross-pollination of ideas and strategies that defined the methods in reaching quality and sharing information with staff. Resource publications were provided.

- **Foreign Transcript Evaluation Services continued to be funded and provided through AB212 allocations and were offered in PDP** - Assistance was provided by AB 212 staff to one (1) PDP participant who was not funded for a stipend through AB 212 but who required the staff assistance to meet PDP program requirements. Education completed from higher education institutions from outside the United States supports PDP participants with applying for or advancing on the Child Development Permit or degree completion. Contracted services with Educational Records and Evaluation Services has been provided by the LPC for over ten years.

- **Additional AB 212 Support Services:** As directed through the Professional Development Program (PDP) partnership with First 5 Contra Costa, PDP advisors at each of the three colleges in the Contra Costa Community College District received applications from AB 212 educators for participation and eligibility for stipends. The college advisors provided Information Sessions, education advising towards degrees, regular individual advising sessions, and documentation acceptance from August 2018 through January 15, 2019. AB 212 staff continued to provide the same services at state-funded employment sites, through advising appointments, Child Development Permit application processing and related professional growth advising sessions, and training, as needed, for understanding of renewal requirements for the Child Development Permit and for successful participation in PDP. The AB 212 stipend details for Professional Development Program follow in Table 1 - the number of participants completing each type of professional development and the stipend amounts by category are represented below

- **Permit Applications:** AB 212 staff continued to assist early childhood educators to apply for new, renewal and upgrade Child Development Permit applications and to receive Temporary County Certificates. A total of 127 permit applications were accepted and processed during 2018-2019 with 20 from AB 212 Professional Development Program (PDP) participants. In the past several years, AB 212 staff have seen an increase in online renewals by Contra Costa County early childhood professionals. There seems to be a better understanding of the process for online renewals and many have become more aware of the services, which can be provided online. Recent history has shown that fewer individuals are needing assistance with accessing their Permit information online and may contact AB 212 staff for guidance in making payment, submitting the application for renewal, or editing personal information due to marital status, address changes, or incorrect information. Professional Growth Advising and the development of awareness of that may have also increased this online engagement with the Commission on Teacher Credentialing (CTC).

- **CA Early Care and Educator Workforce Registry (The Registry)** – In 2018-2019, the Contra Costa LPC began coordinating efforts with other stakeholders to increase participation by early care educators in joining The Registry. “The California Department

of Education’s Early Learning and Care Division has been requiring participants of its quality improvement professional development activities to register with the Registry since January 2017. By 2020, all Quality Counts California trainers, coaches, and educators will be required to use the Workforce Registry. Go to <https://caregistry.org> to sign up or update your existing profile.”

- For more information , please refer to <https://caregistry.org/pdf/FAQs.pdf>
- Strategies have been discussed and developed to increase the participation to include uploading professional documents to The Registry in 2019-2020. Currently 185 (unduplicated) educators have joined the Registry and this includes the 67 AB 212 PDP participants who have received stipends or retention awards in 2018-2019, meeting the requirement announced by CDE in 2017.

**2018-2019 Professional Development Program (PDP)  
Incentive Summary - Table 1**

Stipend Type and amount	Number per Stipend Type	Total per Stipend Type
Course Completion Stipend = \$600 for 6 units completed	53	\$31,200
Professional Training Hours = \$150 (for completion of 12 or more hours	20	\$ 3,300
Coursework Bonus for completing additional units after first 6 units. \$100 per unit with MAX \$1200	39	\$19,000
Education Milestone M1 - completion of 24 ECE/CD and 16 GE for Teacher Permit = \$300, M2 - completion of AA/AS degree = \$400 M3 -completion of BA/BS =\$500	10 M1 = 1 M2 = 4 M3 = 2	M1 = \$ 300 M2 = \$1,600 M3 = \$1,000
Lost Wages - Completion of lab or community-based supervised field experience which required absence from employment, based on hours completed with MAX \$1250	2	\$2,500
School-Age Course Completion Stipend = \$100 per unit *eligible also for Retention Stipend	1	\$ 300
Retention Stipends R1 = 1 – 5 years = \$150 R2 = 5 – 10 years = \$750 R3 = 10 – 15 years = \$1000 R4 = 15 + years = \$1500	60 R1 = 40* R2 = 6 R3 = 8 R4 = 6	\$27,500
<b>Total stipend types paid to 67 approved and eligible AB 212 participants</b>		<b>\$86,700</b>

### Permit Applications Processed During 2018 - 2019 for State-Funded Programs

PDP Participant Permit Level by Job Title								
Job Title	No Permit Yet	Assistant	Associate Teacher	Teacher	Master Teacher	Site Supervisor	Program Director	Total
TAT, Aide, Substitute, or Assistant	16	-	2	2	-	-	-	<b>20</b>
Associate Teacher	1	-	14	4	1	1	-	<b>21</b>
Teacher <b>includes grad tutor, floater teacher</b>		-	3	6	3	4		<b>16</b>
Master/Lead Teacher	-	-	1	1	-	4	2	<b>8</b>
Site Supervisor	-	-	-	-	-	1	-	<b>1</b>
Program Director	-	-	-	-	-	1		<b>1</b>
<b>Total</b>	<b>17</b>	<b>-</b>	<b>20</b>	<b>13</b>	<b>4</b>	<b>11</b>	<b>2</b>	<b>67</b>

### Retention by Job Title

PDP Participant Job Title and Years of Employment						
Job Titles	Years of Employment					Totals
	Not provided	< 3 years	3-5 years	5-10 years	More than 10 years	
TAT, Aide, Substitute, or Assistant	-	8	3	3	2	16
Associate Teacher	2	10	2	3	1	18
Teacher <b>includes grad tutor, floater teacher</b>	-	4	5	1	5	15
Master Teacher	-	2	1	2	3	8
Site Supervisor	-	-	-	-	1	1
Program Director	-	-	-	-	1	1

Total - Central	2	24	11	9	13	59
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### III. PROPOSED WORK PLAN/OBJECTIVES FOR 2019 - 2020

The LPC will continue to oversee the design and implementation of the following projects and priority activities:

**Plan, Coordinate and Host the 16<sup>th</sup> Annual Young Children’s Issues Forum – Speak Out for Children: Educate and Advocate** scheduled for Saturday, March 14, 2020.

**Convene Annual LPC Member Retreat** November/December 2019 to begin strategic planning process for Contra Costa County Comprehensive Countywide Early Care and Education Plan for 2020-2025.

**Participate, support and align funding** goals to support countywide efforts to improve the quality of all Early Care and Education programs through the *Quality Matters*.

**Co-sponsor teacher incentives and professional development services** offered through Contra Costa County PDP utilizing AB 212 funding and in partnership with First 5 Contra Costa.

**Recruit LPC Child Care Consumer representatives** through Parent Voices, Head Start, CalWORKs and LPC member networks.