





To: Monica Nino, Contra Costa County Administrator
From: Kathy Gallagher, EHSD Director
Subject: Community Services Monthly Report
Date: August 2021

News /Accomplishments

**Aaron Alarcon-
Bowen, MPA**
Director

- Community Services Director, Aaron Alarcon-Bowen, Division Manager, Christina Reich, and Accountant III, Michael Morris attended the Community Action Nation Convention in Boston, Massachusetts from August 31 - September 3, 2021. During the convention, best practices in response to the COVID-19 pandemic was shared as well as advocacy, management, program implementation, and capacity building.
- CSB was proud to host Congressman Mike Thompson at our Bayo Vista site on Tuesday, August 31, 2021. The Congressman received a tour of the site by Site Supervisor, LaTonya Saucer, and Division Manager, Amy Wells, and was presented with hand-made drawings from the children. The visit enabled CSB to highlight our Head Start/Early Head Start program, including community involvement, curriculum, family involvement, use of funds, and the barriers of staffing at our sites.
- The end of the year child outcomes reporting was recently finalized, which revealed that for infants/toddlers, we achieved our goals in Social-Emotional and Language and Literacy domains, and we need to strengthen achievement in the Cognitive domain. For preschoolers, we achieved our goals in Social-Emotional Development and Cognition including Math and Science domains, but need to strengthen achievement in the Language and Literacy domain. For pre-kindergarteners, we achieved our goals for all child development domains. CSB creates agency wide School Readiness at the beginning of each program year and then analyzes child assessment data (for infants/toddler, preschool, and pre-kindergarten aged children) three times throughout the program year to gauge where children's strengths, and areas for improvement are in each educational domain. The goals are achieved by providing hands-on materials in the classrooms related to the individual educational domains, using the Creative Curriculum components to fidelity, and through the conversations and engagement led by our teaching staff. This positively impacts the children (and families) as they are learning and exploring a variety of materials to increase skills at an age-appropriate level. This data shows families the areas of focus and how collective groups of children are doing.
- CSB congratulated participants who completed the six-month-long Family Credential Development program! A commencement ceremony was held virtually on August 10, 2021 honoring the graduates, and were joined by their supervisors and other managers from both Community Services Bureau (CSB) and its partner agencies to support and cheer them on! A total of 14 staff made up the 2021 cohort – 11 from CSB, one from First Baptist Head Start, and three from the YMCA. Congratulations again to our graduates.


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- The Contra Costa County Local Planning Council, in which CSB partners with, hosted a screening of the movie, *No Small Matter*, on Tuesday, August 3, 2021. All CSB staff and CSB families were invited to view the film and attend a discussion forum. The film details the importance of early care and education, and illustrates that the lack of high quality care, affordable childcare has become a nationwide crisis. *No Small Matter* is designed to kick-start the public conversation about early care and education. The film reiterates how needed Head Start and Early Head Start programs are in the County!
- The Annual Report has been approved by the Director and has gone to the printer. This report is a requirement of the Head Start Performance Standards and features all of the great work we have done.
- Health and safety continue to be a priority in CSB classrooms. Each preschool classroom recently received three booklets, *We Can Be Problem Solvers at Home*, *I can Be Safe and Healthy by Washing My Hands*, and *Wearing Masks*, to be read and integrated into the daily curriculum. Families will receive the booklets too.

I. Status Updates:

a. Caseloads, workload (all programs)

- o Head Start enrollment: 45.06%
- o Early Head Start enrollment: 80.71%
- o Early Head Start Child Care Partnership enrollment: 61.83%
- o Head Start Average Daily attendance: 73.43%
- o Early Head Start Average Daily attendance: 69.83%
- o Early Head Start Child Care Partnership attendance: 73.06%
- o Stage 2: 335 children
- o CAPP: 491 children
 - In total: 826 children
 - Incoming transfers from Stage 1: 6 children
- o LIHEAP: 217 households have been assisted
- o CARES LIHEAP: 0 households served
- o Weatherization: 11 households served

b. Staffing:

- o During the month of August, CSB hired a Site Supervisor II, Site Supervisor I, Teacher and Teacher Assistant Trainee. The Bureau also processed promotions for a Comprehensive Services Manager, Comprehensive Services Assistant Manager, Infant/Toddler Teacher and Associate Teacher - Substitute. For all other vacancies, the Bureau is working through the established process to fill vacancies permanently or by TU with support from EHSD Personnel and HR.

cc: Policy Council Chair, Jasmine Cisneros
 Administration for Children and Families
 Program Specialist, Chris Pflaumer

c. Union:

- There are no Union updates to report.

II. Emerging Issues and Hot Topics:

- There are no emerging issues and hot topics to report.

cc: Policy Council Chair, Jasmine Cisneros
Administration for Children and Families
Program Specialist, Chris Pflaumer