



To: Monica Nino, Contra Costa County Administrator  
From: Kathy Marsh, Acting EHSD Director  
Subject: Community Services Monthly Report  
Date: February 2022

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## News /Accomplishments

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- On February 23, 2022, all preschool teaching staff and Site Supervisors attended a refresher training on “Project Approach” conducted by Michelle Grant-Groves from i3 Institute. The purpose of this refresher training was to provide participants with practical information and an overview of inquiry project-based learning and strategies for teachers to implement in their classrooms. The presenter provided the connection to California Preschool Learning Foundations, including observation, documentation, and reflection. She also demonstrated the webbing process and introduction to provocations and projects. Participants were engaged in reflection and discussion to support their learning. We provided this refresher training to empower teachers to feel more motivated to conduct more project-based learning with their preschoolers and to balance with teacher-directed learning.
- The Community Services Bureau (CSB) celebrated World Read Aloud Day on Wednesday, February 2, 2022, by virtually reading to children in the classrooms! Staff also recorded themselves reading their favorite children’s book and shared the recording on our CSB YouTube channel and on social media sites. For young children, being read to for 20 minutes a day makes a big difference as they are exposed to a vast quantity of words! We hope this inspires everyone to take time out of their hectic days to enjoy a bit of reading.
- Allocations for the remaining Measure X funds will be awarded to childcare and childcare providers. This is such wonderful news and a great success, as funds were not previously allocated for childcare. Congratulations to the Community members, and families who advocated and spoke on the importance of funding childcare in Contra Costa.
- CSB re-designed its CPR and First Aid class to a hybrid model where the instructional portion will be on Zoom, and the practicum will be in-person. This will minimize time away from the classroom, providing greater flexibility.
- CSB conducted its Semi-Annual Monitoring report for the period of July 2021 through December 2021. Monitoring activities included directly operated centers, partner centers, and the delegate agency. The report highlights strengths and areas needing improvement in the areas of file review, family childcare homes, and environment rating scale. Please refer to attachment *09\_CSB 2021-2022 Semi-Annual Monitoring Report Summary* for more information.



## **I. Status Updates:**

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

- o Head Start enrollment: 63.88%
- o Early Head Start enrollment\*: 83.25%
- o Head Start Average Daily attendance: 49.28%
- o Early Head Start Average Daily attendance\*: 49.1%
- o Early Head Start Child Care Partnership attendance: 65.1%
- o Stage 2: 316 children
- o CAPP: 523 children
- o Emergency Childcare: 54
  - In total: 893 children
  - Incoming transfers from Stage 1: 22 children
- o LIHEAP: 31 households have been assisted
- o ARPA LIHEAP \*\*: 429 households served
- o Weatherization: 12 households served

### **b. Staffing:**

- o During February, CSB hired one Deputy Bureau Director - Exempt, three Teacher Assistant Trainees, one Intermediate Clerk-project, and one Student Intern-Project. 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.

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

- The Office of Head Start (OHS) conducted a hybrid virtual/onsite monitoring review of CSB the week of February 22, 2022. This Special Review was conducted to assess the program and fiscal compliance of CSB's Head Start and Early Head Start program as the OHS Regional Office is aware of multiple concerns regarding CSB's Delegate Agency, First Baptist Head Start. The review team consisted of five on-site and two off-site monitors who conducted a series of interviews, document reviews, and center observations to determine CSB's compliance with Head Start Program Performance Standards and relevant fiscal regulations. With a focus on health and safety, ten Head Start/Early Head Start centers were monitored, including directly operated, partners, and delegate sites.

Although a final report is not anticipated for up to 60 days, the review team provided informal feedback to conclude the review. The reviewers were very impressed with the centers; not only with cleanliness but especially with the passion shown by the teaching staff. It has been communicated that some improvement is needed in the areas of governance, health/safety and

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supervision, and fiscal. CSB has already begun to strengthen these areas. The review team acknowledged CSB's many strengths as a program and that any potential concerns were correctable.

- Effective as of February 2022, the Administration For Children and Families (ACF) consolidated the grant for the Early Head Start-Child Care Partnership Program (CCP) with the regular Early Head Start Program (EHS) to streamline the monitoring of program objectives, grant budget application, and program measures. Please refer to attachment *04\_CSB EHS Financial Report – January 2022* to review the consolidated report.

\*EHS and EHS-CCP are now reported as one combined enrollment percentage effective January 2022 as grants have been consolidated

\*\* ARPA LIHEAP is a new contract that was executed in October for clients impacted by COVID-19 with large past due energy bills.

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