



# Contra Costa County

To: Board of Supervisors  
From: Kathy Gallagher, Director  
Date: March 29, 2016

Subject: 2016-17 Head Start Recruitment / Enrollment Plan and Admissions Priority Criteria

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## **RECOMMENDATION(S):**

APPROVE the 2016-17 Head Start Recruitment and Enrollment Plan and the Community Services Bureau Admissions Priority Criteria for the early care and education programs of the Community Services Bureau of the Employment & Human Services Department.

## **FISCAL IMPACT:**

None

## **BACKGROUND:**

Head Start Performance Standard 1305.3 (c) (6) mandates that the Head Start grantee set criteria, based on a community assessment, that defines the types of children and families who will be given Head Start priority for recruitment and selection. This board order accepts the Employment and Human Services Department (EHSD), Community Services Bureau (CSB) Selection Criteria and Recruitment Plan for the 2016-17 program year. Due to the community need for full-day, full-year services, and the mandate that Head Start & Early Head Start programs collaborate for full-day services, EHSD CSB has adopted selection criteria, organized by priorities, which meet the State Department of Education regulations. The plan is set forth in the 2016-17 CSB Admissions Priorities

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☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **03/29/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

### **VOTE OF SUPERVISORS**

AYE: John Gioia, District I  
Supervisor  
Candace Andersen, District II  
Supervisor  
Karen Mitchoff, District IV  
Supervisor  
Federal D. Glover, District V  
Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: March 29, 2016

David Twa, County Administrator and Clerk of the Board of Supervisors

ABSENT: Mary N. Piepho, District III  
Supervisor

By: Stacey M. Boyd, Deputy

Contact: CSB, (925) 681-6304



## BACKGROUND: (CONT'D)

### / Selection Criteria .

To meet Head Start and Early Head Start enrollment goals, plans must be developed and set in place for adequate marketing and recruitment strategies. CSB utilizes community assessment to identify populations to be served by the Head Start program and to recruit those eligible to receive services. The recruitment and enrollment plan is set forth in the 2016-17 Head Start / Early Head Start / Early Education and Support Program Recruitment and Enrollment Plan. The plans were approved by the Head Start Policy Council on February 17, 2016.

The documents were reviewed and approved by the Head Start Policy Council on February 18, 2015.

## CONSEQUENCE OF NEGATIVE ACTION:

If not approved, Department will not be in compliance with Head Start regulations.

## CHILDREN'S IMPACT STATEMENT:

The Employment & Human Services Department Community Services Bureau supports three of Contra Costa County's community outcomes - Outcome 1: "Children Ready for and Succeeding in School," Outcome 3: "Families that are Economically Self-sufficient," and, Outcome 4: "Families that are Safe, Stable, and Nurturing." These outcomes are achieved by offering comprehensive services, including high quality early childhood education, nutrition, and health services to low-income children throughout Contra Costa County.

## ATTACHMENTS

2016 CSB Admissions

2016 Head Start Recruitment