



# CONTRA COSTA COUNTY

## AGENDA

### Head Start Policy Council

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Wednesday, August 20, 2025

6:00 PM

500 Ellinwood Way, Pleasant Hill | 1203  
West 10th St. Building D Antioch, CA |  
300 S. 27th St. Richmond, CA | Zoom:  
[https://cccounty-us.zoom.us/j/823792307](https://cccounty-us.zoom.us/j/82379230789)  
89 | Meeting ID: 823 7923 0789

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Agenda Items: Items may be taken out of order based on the business of the day and preference of the Committee

1. Roll Call and Introductions
2. Correspondence [25-3397](#)  
**Attachments:** [August 2025 BOS Head Start Update](#)  
[ACF-OHS-PI-25-02 One-time Supplemental Funds for Nutrition and Healthy Eating for Head Start Children and Families](#)
3. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).
4. Parent Recognition of Staff
5. ACTION: Approve CSB Planning Calendar for 2025-2026 program year [25-3396](#)  
**Attachments:** [Planning Calendar 2025-2026 DRAFT](#)
6. ACTION: Approval of May 21, 2025, Policy Council Minutes [25-2379](#)  
**Attachments:** [Policy Council Meeting Minutes May 21, 2025 DRAFT](#)
7. Administrative Reports [25-2380](#)  
**Attachments:** [Administrative Reports](#)  
[Fiscal Reports](#)  
[Nutrition Report](#)  
[PC Agenda August 20, 2025 SPA](#)

8. Presentation: Parent Survey Results [25-2383](#)  
**Attachments:** [Parent Surveys 2024-2025](#)
9. Presentation: 2024 – 2026 Community Assessment [25-1467](#)  
**Attachments:** [2024-2026 Community Assessment for PC](#)
10. Subcommittee Reports
11. Site Reports
12. Recognition of the 2024-2025 Policy Council as this is the last meeting for the program year.
13. Announcements & Parking Lot report
14. Meeting Evaluation

The next meeting is currently scheduled for September 24, 2025.

#### Adjourn

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the Committee meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at 3068 Grant St. Concord, during normal business hours. Staff reports related to items on the agenda are also accessible online at [www.contracosta.ca.gov](http://www.contracosta.ca.gov). If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the committee will continue the meeting in person without remote access. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact: Ana Araujo at [aaaraujo@ehsd.cccounty.us](mailto:aaaraujo@ehsd.cccounty.us)



# CONTRA COSTA COUNTY

## Staff Report

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

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**File #:** 25-3397

**Agenda Date:** 8/20/2025

**Agenda #:** 2

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# Upcoming OHS FY26 Monitoring Review

Notified on July 22, 2025 that receiving a monitoring review in FY26.

Expected a review during years 2 or 3 of Head Start grant (currently in year 2).

OHS announced a new monitoring review (the Program Systems Review) will be replacing the current review but has not released information or protocol for the new review.

Review date will be announced 45 days in advance.

*Building Brighter Futures Together*

# OHS Program Instruction

**Program Instruction ACF-OHS-PI-25-02 issued:** July 29, 2025

**Subject:** One-time Supplemental Funds for Nutrition and Healthy Eating for Head Start Children and Families

**Information:** Outlines the process for Head Start grant recipients to request supplemental funds to promote nutrition services and healthy eating for enrolled children and families. OHS' response to feedback from some Head Start programs that a lack of funding can be a barrier to improving or expanding their nutrition services and support for healthy eating to align with ACF-OHS-IM-25-03 issued earlier this year.

**Action:** Staff are reviewing the new funding opportunity.



# One-time Supplemental Funds for Nutrition and Healthy Eating for Head Start Children and Families

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 [headstart.gov/policy/pi/acf-ohs-pi-25-02](https://headstart.gov/policy/pi/acf-ohs-pi-25-02)

## One-time Supplemental Funds for Nutrition and Healthy Eating for Head Start Children and Families

### ACF-OHS-PI-25-02

U.S. Department  
of Health and Human Services

ACF  
Administration for Children and Families

1. **Log Number:** ACF-OHS-PI-25-02
2. **Issuance Date:** 07/29/2025
3. **Originating Office:** Office of Head Start
4. **Key Words:** Nutrition; Healthy Eating

## Program Instruction

**To:** All Head Start Recipients

**Subject:** One-time Supplemental Funds for Nutrition and Healthy Eating for Head Start Children and Families

### Instruction:

This Program Instruction (PI) outlines the process for Head Start grant recipients to request supplemental funds to promote nutrition services and healthy eating for enrolled children and families. The PI is also intended to assist programs in determining allowable uses of funds to meet program needs.

As affirmed in [ACF-OHS-IM-25-03](#), Head Start programs play a critical role in ensuring children and families have access to comprehensive nutrition services and a variety of nutrient-dense food, including whole grains, fresh fruits, and vegetables, while reducing intake of ultra-processed foods and added sugars. Access to healthy foods and other nutrition services help children grow, develop, and learn. Healthy

nutrition is essential for brain development and provides children with the energy needed to stay active and focused throughout the program day. A balanced diet and physical activity help strengthen a child's immune system, reducing the risk of infections and illnesses. They also prevent childhood obesity, which can lead to chronic diseases such as heart disease and diabetes.

Some Head Start programs have shared that a lack of funding can be a barrier to improving or expanding their nutrition services and support for healthy eating. In response to this feedback, the Office of Head Start (OHS) is making available this opportunity for one-time supplemental funding. The scope and size of the improvements that programs may want to make to their nutrition services will vary and OHS recognizes it cannot anticipate all circumstances in which these supplemental funds may be needed. Based on recipient feedback on both promising practices for and common barriers to implementing robust nutrition and health services for children and families, this PI provides a non-exhaustive list of allowable uses of funds for programs' consideration.

## Examples of Allowable Uses of Supplemental Funds

Head Start programs have many options for integrating creative approaches to nutrition services. The activities outlined below meet the programmatic purposes and goals of the Head Start mission and are allowable under the relevant statutory and regulatory requirements. The following is not a list of required activities, but rather a list of allowable activities that program administrators may consider in addressing the unique circumstances in their communities related to promoting nutrition services and healthy eating. Head Start funds must be used in ways that comply with the Head Start Program Performance Standards (Performance Standards). These Performance Standards emphasize the importance of providing materials, activities, and environments that meet the safety guidelines for young children and consider the age and developmental stage of children. Please note, a multi-disciplinary approach to nutrition and healthy eating may include multiple activities, and the examples of allowable activities listed below are intended to be reflective of non-recurring expenses that would be appropriate uses of one-time supplemental funds. OHS expects that programs leverage multiple sources of funding to support the ongoing provision of comprehensive nutrition services. Under [45 CFR §1302.44\(b\)](#), a program must use funds from U.S. Department of Agriculture (USDA) Food, Nutrition, and Consumer Services Child Nutrition programs as the primary source of payment for meal services. Head Start funds may be used to cover those allowable costs not covered by the USDA. Applicants for proposed funding must demonstrate that they have not received duplicative funding for proposed expenses from another federal funding source, including USDA grant programs such as the School Equipment Grant ([National School Lunch Program Equipment Assistance Grants](#)) or the [Patrick Leahy Farm to School program](#). Additionally, applicants must demonstrate that proposed expenses are not duplicative of funds received through the USDA's Special Supplemental Nutrition Program for Women, Infants, and Children (WIC). Applications should be specifically tied to nutrition and health outcomes for children and families, including enhancing healthy nutrition practices for participating families and children.

- **Food Service Upgrades**

- Modernization of kitchen facilities and related upgrades to ensure safe food preparation and storage, and opportunities to prepare fresh, whole foods on-site.
- Procurement of fresh, locally sourced, and nutritious food items, which may include transportation costs for delivering fresh ingredients to centers.
- Designated breastfeeding spaces, such as lactation rooms and breast milk storage at center-based programs to provide private and sanitary spaces for breastfeeding mothers.
- Programs receiving funding for facility renovations must follow all requirements for recording notices of federal interest as outlined in [45 CFR §1303.46](#).

- **Materials, Supplies, and Equipment**

- Materials and equipment for center-based, home-based, or family child care activities focused on healthy eating, such as cooking demonstration kits or supplies to create community or

- family gardens, greenhouses, and Indigenous seed hubs.
- Commercial-grade appliances (refrigerators and freezers for safe food storage; ovens, stoves, and microwaves for on-site meal preparation; dishwashers for sanitizing utensils and dishes).
- Food preparation tools, cookware and bakeware, and storage containers.
- Sanitation equipment and protective kitchen gear to ensure the safety of staff, children, and families during food preparation and cooking activities.
- Breastfeeding supplies for use in Head Start facilities, such as breast pumps, nursing pads, storage containers, or comfortable nursing chairs for designated breastfeeding spaces specifically designed to encourage breast feeding.
- Gardens or gardening supplies designed to foster farm-to-table strategies and ensure children are exposed to range of healthy food options through educational experiences.
- **Nutrition Education Resources**
  - Development of nutrition and breastfeeding education programming and curricula for children, families, and staff.
  - Training for staff on nutrition and breastfeeding best practices and dietary guidelines, aligned with USDA requirements and targeting improved outcomes for children and families.
  - Workshops, seminars, and community events for families on nutrition, breastfeeding, health, and wellness topics.
  - Healthy food during programming, including meals and snacks for children and families during parent and family engagement activities.
  - Building or enhancing partnerships around health and nutrition with local child care providers or other local resources families use for parenting supports.
- **Non-recurring Personnel Costs**
  - Consultations with specialized staff (such as registered dietitians or nutritionists) to develop and oversee meal plans that meet USDA guidelines and address the specific needs of children, such as special dietary needs, or provide nutrition counseling to families and staff.
  - Staff training and professional development, which may include nutrition education workshops to train staff on the importance of balanced diets and portion control, physical activity, and food safety, and how to prepare healthy meals and snacks efficiently. Staff training could also include sessions with mental health professionals to address emotional and behavioral challenges related to food insecurity or unhealthy eating habits, and provide counseling to children and families on stress management and its impact on nutrition.
  - Consultations with individuals who can promote physical activity and healthy lifestyle choices among children and staff, such as with [I Am Moving, I Am Learning](#), or develop programming that integrate nutrition and wellness into daily routines.
  - Community outreach coordinators to help programs set up partnerships with local farms, food banks, and health organizations to enhance nutrition services and organize events such as cooking classes and nutrition fairs for families.

## Funding Requests

Grant recipients should engage in an assessment of programmatic and community nutrition and health needs that considers the immediate, interim, and long-term impacts and associated costs, understanding that one-time funds should be used for non-recurring expenses. If grant recipients pursue one-time supplemental funds to support personnel, for purposes such as those outlined above, we encourage consideration for whether these positions are short-term or if ongoing expenses can be built into program budgets moving forward. Application narratives must clearly delineate which of the following categories of funding are included in the request:

1. Food Service Upgrades
2. Materials, Supplies, and Equipment
3. Nutrition Education Resources



#### 4. Non-recurring Personnel Fees

Each proposed grant activity should have clear timelines for execution and completion. Project completion timelines, including major activities within each phase, need to be clearly stated in the application. For categories 2–4 above, applicants must limit proposed expenses to evidence-based interventions or training. As part of their applications, grant recipients should provide the research and evaluations for the interventions they intend to use and describe how they will maintain fidelity to the model described in the research. Additionally, as mentioned in the section above, applicants for proposed funding must demonstrate that they have not received duplicative funding for proposed expenses from another federal funding source, including USDA grant programs such as the School Equipment Grant ([National School Lunch Program Equipment Assistance Grants](#)) or the [Patrick Leahy Farm to School program](#). Additionally, applicants must demonstrate that proposed expenses are not duplicative of funds received through the USDA's Special Supplemental Nutrition Program for Women, Infants, and Children (WIC).

### Application Instructions

OHS is making funds available for nutrition and health supplements. **We encourage applications to be submitted as soon as possible, but no later than Friday, August 22 for the priority deadline.**

**Applications will be reviewed on a rolling basis.** Applications may continue to be considered on a rolling basis after the priority deadline of Friday, August 22, if funds are available.

To be considered, grant recipients must apply for supplemental funds through an application in the Head Start Enterprise System (HSES). Applications should be submitted using the "Supplement – Nutrition" application amendment. Applications submitted for nutrition purposes using a different application type will not be considered for this opportunity. Supplemental applications should include the following:

- SF-424
- SF-424A
- Program Narrative
- Budget Narrative
- Governing Body and Policy Council Approvals (if not possible to include with the application submission, these may be submitted prior to awards being made)

None of the nutrition and health supplemental funds awarded to grant recipients will be included in the calculation of the grant recipient's base grant in subsequent fiscal years. Nutrition and health supplemental funds are not subject to the allocation requirement of [Sec. 640\(a\)](#) of the Head Start Act.

In addition to all the information included in this P.I., grant recipients must also comply with all award terms and conditions.

### Funding Considerations

OHS's priority is to promote high-quality nutrition services and healthy eating for enrolled children and families in Head Start programs. Awards will be based on how effectively the proposed model design fits the needs of the community to be served. ACF reserves the right to deny funding to any applicant that is presently designated as "high risk," probationary, or not in good standing, or has been debarred or defunded by any state or federal agency.

Through this funding opportunity, OHS is interested in reaching areas of greatest nutritional needs to facilitate the enhancement of services for families who would most benefit from services. ACF reserves the right to prioritize organizations based on their ability to demonstrate their community's need and provide sustainable approaches toward the ongoing provision of comprehensive nutrition services.

For questions regarding nutrition and healthy eating needs, please contact [ohs\\_policy@acf.hhs.gov](mailto:ohs_policy@acf.hhs.gov). For assistance submitting the application in HSES, contact [help@hsesinfo.org](mailto:help@hsesinfo.org) or 1-866-771-4737.

We are committed to supporting your program as we work together to promote nutrition and healthy eating for Head Start children and families.

Thank you for your work on behalf of children and families.

/ Captain Tala Hooban /

Captain Tala Hooban  
Acting Director  
Office of Head Start



# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 25-3396

**Agenda Date:** 8/20/2025

**Agenda #:** 5.

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2025-2026 DRAFT  
EHSD Community Services Bureau  
Program Planning Calendar

ACTIVITY	<a href="#">CITATION(S)</a>	ADD'L SPONSOR(S)	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
Sarah Reich/Sheila Walsh														
Board of Supervisors: Communication	Best Practice	Christina Castle-Barber	Plan for Head Start Awareness Month			Head Start Awareness Month Acknowledgement				Plan for Community Action Month			Community Action Month BOS Proclamation	
	<a href="#">HSPPS Achieving Program Goals</a>	MJ Robb								Head Start Eligibility Training for BOS				
	<a href="#">HSPPS Eligibility Training</a>	MJ Robb						Invite Board Members to Centers for Week of the Young Child				Board Members visit centers for Week of the Young Child		
Board of Supervisors: Reports	<a href="#">HSA Agency Powers &amp; Functions</a>	MJ Robb	Monthly Report to BOS	Monthly report to BOS	Monthly report to BOS	Monthly report to BOS	Monthly report to BOS	Monthly report to BOS	Monthly report to BOS	Monthly report to BOS	Monthly report to BOS	Monthly report to BOS	Monthly report to BOS	Monthly report to BOS
	<a href="#">HSPPS Governing Body</a>													
	<a href="#">HSPPS Achieving Program Goals</a>													
Head Start Committee: Reports	<a href="#">HSPPS Governing Body</a>	MJ Robb	Bi-monthly report to BOS Head Start Committee		Bi-monthly report to BOS Head Start Committee		Bi-monthly report to BOS Head Start Committee		Bi-monthly report to BOS Head Start Committee		Bi-monthly report to BOS Head Start Committee		Bi-monthly report to BOS Head Start Committee	
	<a href="#">Resolution No. 2023/274</a>													
Communication: Regional Office (RO)	<a href="#">HSA Training &amp; Technical Assistance</a>	Amy Wells	Monthly Calls with the RO		School Readiness (SR) Visit for RO	Semi-Annual T/TA POC Check In Meeting						School Readiness (SR) visit for RO	Semi-Annual T/TA POC Check In Meeting	
GRANTS: HS/EHS Grants (09CH010862)	<a href="#">ACF Application Instructions</a>	MJ Robb			Present Grant Cycle Process Overview to PC at Orientation	Present Grant Cycle Process Overview to PC at Orientation		Begin planning for HS Grant Application	Receive Funding Guidance Letter, Conduct Grant Writing Process with Assigned Team Members, Including Goals & Objectives (G&O)	Action: PC Review and Approve HS Grant Application (Due 4/1 to ACF)	Action: BOS Review and Approve HS Grant Application (Due 4/1 to ACF)	Submit HS Grant Application (Due 4/1 to ACF)		
	<a href="#">ACF Program Instructions</a>	Alexandra Heinitz	SF-425 Semi-annual report due to ACF		Upload Budget by object total and justification thru HSES				SF-425 Annual Report due to ACF			SF-425 Final Report due to ACF		
Recordkeeping & Reporting: Program Information Report & Planning	<a href="#">HSPPS Achieving Program Goals</a>	MJ Robb	Disseminated G/O to Staff, Department Director, PC, and BOS	Upload PIR by August 31st		Present PIR at SAM, Sr. Mgmt. and All Cluster	Present PIR to PC and BOS			Program G/O Updates Report Disseminated to Staff, Department Director, PC, and BOS				
Ayalew Lidete														
Community Assessment (Year 2 Update)	<a href="#">HSPPS Determining Community Strengths &amp; Needs</a>						Researching Community Assessment Updates Year 2 (Contractor: Diane Godard)			Prepare presentation for PC, CSB teams, and others as needed	Action: Present Community Assessment Executive Summary Report for PC, BOS, EOC, and Staff	Submit Executive Summary with HS/EHS Continuation Grant (Due 4/1 to ACF)		
							Researching for Year 5 Community Narratives (survey(s) of community members, community photos, etc.)							
Planning Calendar	Best Practice					Host Meeting w/ Leads to brainstorm ideas for Planning calendar format		Request Planning Calendar Updates from Senior Management leads (As Assigned/Up-Date assignments)	Leads Review and Update Sections		Send to SAM for Review by the 15th	Present Planning Calendar to PC Program Services Subcommittee	Action: Request PC approval of Planning Calendar Action: BOS Approval	Present Updates to Staff
Procedures Biennially	<a href="#">HSPPS Personnel Policies</a>					Post on the Intranet. Conduct Annual Staff Training on Service Plans and P&P's"		Check-In w/ SAM regarding addendums needed	Distribute Assignments to Senior Managers/CS Managers Review Team	Senior Managers/ Managers Send Updates to the Analyst	Analyst Gets SAM Approval	Enlist PC Sub-Committee for Review/Input to Service Plans and P&P's and Analyst to Finalize and Gets Final SAM Approval	Action: Submit to PC and BOS for Approval, as needed /Order Copies of Approved P&P's for Centers/Administration and Post on CSB Intranet	
Annual Report	<a href="#">HSPPS Achieving Program Goals- Reporting</a>					Begin Annual Report Process and Gather Content from Sr. Mgrs. and CSMs	Finalize Annual Report	Annual Report Final Approval from SAM	Present/Distribute Annual Report to PC and BOS/CAO	Disseminate/ Distribute Annual Report to Public and Staff				
	<a href="#">HSA Administrative Requirements &amp; Standards</a>													
Self Assessment Activities	<a href="#">HSPPS Achieving Program Goals- Ongoing Assessment</a>				Email BOS to seek interest in participating in the Self Assessment	<a href="#">Form Self-Assessment Teams for Review at CSB and Partner Sites</a>		Present Process to PC and Broaden Subcommittee Membership	<a href="#">Recruit PC Self-Assessment Subcommittee for 22/23 Program Year Train Community Volunteers/PC Subcommittee Members</a>	Conduct Self-Assessment (CSB/Partners)		Link any Self-Assessment Findings to G&O's for Continuation Grant and T & TA Plan	Action: Submit Final Report and Obtain Approval of Corrective Action Plans as Necessary (ACF/PC/BOS/CSB Director)	
						Identify Sites and Classrooms for Self-Assessment and Instruments								
Ongoing Monitoring: Monitoring	<a href="#">HSPPS Achieving Program Goals- Monitoring</a>	QMU		1st Period Monitoring Begins: Center Curriculum Fidelity ERS File		CLASS Monitoring				2nd Period Monitoring Begins: Center Curriculum Fidelity ERS File		CLASS Monitoring		End Monitoring
		Jessie Black & Linda Frazier Stafford			Semi-Annual Child Safety Checklist						Semi-Annual Child Safety Checklist			
Ongoing Monitoring: Reports	<a href="#">HSPPS Governing Body</a>	QMU			Present 2nd Period Semi-Annual Report to PC Monitoring/ Self-Assessment Subcommittee, PC, BOS, ACF, Senior Managers, Site Supervisors, CS Managers, Partners, and Staff					Present 1st Period Semi-Annual Report to PC Monitoring/ Self Assessment Subcommittee, PC, CAO, BOS, ACF, Senior Managers, Site Supervisors, CS Managers, Partners, and Staff	Review/Update Content of Monitoring Tools and Handbooks			
	<a href="#">HSPPS Governing Body</a>	QMU	Review Slot Map Plans and Update for New Period Schedule for Center Monitoring and Sample Size Calculation for Files and Classrooms	Root Cause Analysis & Implementation of Corrective Action Plan						Root Cause Analysis & Implementation of Corrective Action Plan				
Amy Wells														
Communication: Families	<a href="#">HSPPS Family Engagement</a>				Community Work Days						Community Work Days			
Communication: Families	<a href="#">HSPPS Parent Activities Promoting Child Learning</a>		Early Closure Letter/Curriculum Input Letter	Back to School Nights			Fall/Holiday Letters							Year-end celebrations

Citations:

2025-2026 DRAFT  
EHSD Community Services Bureau  
Program Planning Calendar

Communication: Families	<a href="#">HSPPS Parent Activities Promoting Child Learning</a>				PD/PY Calendar Given to Families			PD/PY 1 Week Winter Break			PD/PY 1 Week Spring Break (Aligned with Local School Districts)		
Communication: Staff	Best Practice		Monthly Cluster meetings	Monthly Cluster meetings	Monthly Cluster meetings Quarterly All Cluster Meetings	Monthly Cluster meetings	Monthly Cluster meetings	Monthly Cluster meetings Quarterly All Cluster Meetings	Monthly Cluster meetings	Monthly Cluster meetings	Monthly Cluster meetings Quarterly All Cluster Meetings	Monthly Cluster meetings	Monthly Cluster meetings Quarterly All Cluster Meetings
Required Training												Child Abuse & Domestic Violence Awareness Training-At time of hire and after every 2 years	
Ritche Martija													
Business Systems: CLOUDS	Best Practice/County Requirement		CLOUDS User Group Meeting			CLOUDS User Group Meeting			CLOUDS User Group Meeting				CLOUDS User Group Meeting
Kindersystems	Best Practice/County Requirement					Annual Training (CSB)	Annual Training (Providers)						
Electronic Recordkeeping: IT Equipment	County Requirement		Annual County Equipment Inventory Report Confirmation		Program Year prior to Last Program Year Drop Files to Warehouse for Storage								Release Files Past Destruction Date to County for Shredding
	<a href="#">HSPPS Record Retention</a>		Prior Program Year Archived Files Stored at Sites for One Year										
Roshunda Ward													
Community Services Block Grant: CSD Meetings and Trainings	Best Practice												
	<a href="#">ACF CSBG Guidance</a>		Quarterly CSBG Service Providers Meeting	2025 NCAP Annual Conference Detroit, MI Aug 25 - 29			CALCAPA Annual Conference Palm Springs, CA Nov 19-21			Quarterly CSBG Service Providers Meeting			Quarterly CSBG Service Providers Meeting
Community Services Block Grant: EOC Meetings/Events	<a href="#">ACF CSBG Guidance</a>		Monthly EOC Business Meetings										
	<a href="#">ACF CSBG Guidance</a>			6th Executive Subcommittee Fiscal Subcommittee Business Meeting 7th 14th	Election of EOC Executive Committee Officers	EOC		Present the 2021 Board of Supervisors Annual Report to EOC				Form 700 due to Clerk of BOS	Community Action Month: EOC Outreach Event
Community Services Block Grant: Subcontractors	<a href="#">ACF CSBG Guidance</a>			EOC Members & Staff Begin 2022-23 Subcontractor Onsite Monitoring	EOC RFI Process for 2023-2024 CSBG Funding	Subcommittee to Review CSBG Proposals for 2023-24 Subcontractor Contracts	2023-24 Awarded Subcontractors and CSBG Budget presented to the EOC			Annual CSBG Roundtable			
Community Services Block Grant: Reporting/Audits	<a href="#">ACF CSBG Guidance</a>		20th: Bi-Monthly Expenditure Due to CSD (May & June)		20th: Bi-Monthly Expenditure Due to CSD (Jul & Aug)	Year-End Budget Modification Developed w/Fiscal Subcommittee to CSD	20th: Bi-Monthly Expenditure Due to CSD (Sept & Oct)		20th: Bi-Monthly Expenditure Due to CSD (Nov & Dec)	20th: Annual Programmatic Reports due to CSD	20th: Bi-Monthly Expenditure Due to CSD (Jan &Feb 2023)		20th: Bi-Monthly Expenditure Due to CSD (Mar & Apr)
	<a href="#">ACF CSBG Guidance</a>						15th: Last day to Submit Budget Modification to CSD (If necessary)			1st: CSBG Information System (IS) Report due to CSD (Jan-Dec 2022)			31st: 2022-23 CSBG Close Out Report Due to CSD
Contracts: CSBG	County Requirement/Timeline					Begin Request for Information (RFI) for CSBG Contract w/ CSD for PY 2023-24	RFI Information session for potential subcontractors	Begin executing 2023-24 CSBG contracts					
LIHEAP/Dept of Energy: Monitoring/Review	<a href="#">ACF: LIHEAP Regulations</a>		Monthly Quality Control Review of Utility Assistance		CSD Console Bi-Annual On-Site Monitoring Visit						CSD Console Bi-Annual On-Site Monitoring Visit		CSD Annual On-Site Monitoring Visit
			Quarterly Quality Control Review with DCD (3rd Thursday)			Quarterly Quality Control Review with DCD (3rd Thursday)			Quarterly Quality Control Review with DCD (3rd Thursday)			Quarterly Quality Control Review with DCD (3rd Thursday)	
LIHEAP/Dept of Energy: Meetings/Conferences	<a href="#">ACF LIHEAP Regulations</a>		Monthly Utility Assistance Meeting		Quarterly Local Service Provider Meeting			Quarterly Local Service Provider Meeting			Quarterly Local Service Provider Meeting		Quarterly Local Service Provider Meeting
				Bi-Monthly LIHEAP/DOE Meeting with DCD		Bi-Monthly LIHEAP/DOE Meeting with DCD		Bi-Monthly LIHEAP/DOE Meeting with DCD		Bi-Monthly LIHEAP/DOE Meeting with DCD		Bi-Monthly LIHEAP/DOE Meeting with DCD	
									LIHEAP Action Day Training				Energy Annual Convention
Julia Kittle-White (Partners)													
Partnerships: Communication	<a href="#">HSPPS Community Partnerships &amp; Coordination</a>		CSB and YMCA Quarterly Meeting		CSB and KinderCare Quarterly Meeting	CSB and YMCA Quarterly Meeting		CSB and KinderCare Quarterly Meeting	CSB and YMCA Quarterly Meeting		CSB and KinderCare Quarterly Meeting	CSB and YMCA Quarterly Meeting	CSB and KinderCare Quarterly Meeting
						Annual Submittals Due						Program self-evaluation documentation for state program due	
									Begin Kindergarten Transitions/ Trainings	CLASS Training for Partners		Child Abuse/DV Prevention Training Required	
					Annual Partner Meeting				Partner Learning Community Meeting			Partner Learning Community Meeting	Partner Learning Community Meeting
Amy Wells													
Tracking	<a href="#">CDE Staffing Qualifications</a>		Staff & Center Roster Permit Notifications to Staff	Staff & Center Roster Permit Notifications to Staff	Staff & Center Roster Permit Notifications to Staff	Staff & Center Roster Permit Notifications to Staff	Staff & Center Roster Permit Notifications to Staff	Staff & Center Roster Permit Notifications to Staff	Staff & Center Roster Permit Notifications to Staff	Staff & Center Roster Permit Notifications to Staff	Staff & Center Roster Permit Notifications to Staff	Staff & Center Roster Permit Notifications to Staff	Staff & Center Roster Permit Notifications to Staff
Monitoring	County Requirement		Ongoing Personnel File Monitoring including partners										
			Performance Review notices		Performance Review notices		Performance Review notices	Positions Control Review	Performance Review notices		Performance Review notices		Personnel Budget review.
Required Training	<a href="#">CDE Staffing Qualifications</a>		Ongoing Sexual Harassment Awareness Training (line staff every 3 years and supervisor every 2 years)	National Voter Registration Act Training (Annually July/Aug.)		Chronological Supervision & Progressive Discipline Training		Civil Rights Training (Every 2 years Jan./Feb.)			Preventive Health & Safety (EMSA) (At time of hire once or twice per year)		Confidentiality Training (Annually Apr./May)
M.J. Robb													
Labor	County/Labor Requirement		Local 1 presentation at NEO (monthly)		Labor -Management Meeting			Labor -Management Meeting			Meet & Confer Layoff PD/PY Staff Warning Letter to Layoff PD/PY staff	Labor -Management Meeting	Annual Bid
Amy Wells													

2025-2026 DRAFT EHSD Community Services Bureau Program Planning Calendar															
Family Engagement	<a href="#">HSPPS Parent Activities Promoting Child Learning</a>	Education Team			CSB READS kick-off	Prep/planning Take Home Activities		EHS: Take home family activities monthly Dec-June							
	<a href="#">HSPPS Parent Activities Promoting Child Learning</a>	Education Team				Prep/planning Take Home Activities		HS: Take home family activities monthly Dec-June							
	<a href="#">HSPPS Family Engagement</a>	Catherine Lucero	CSB Reads (year round)												
Special Events	Best Practice	Education Team & Cluster ADs			CSB READS kick-off					"Dual Language Learner" Celebration TBD	Dr. Seuss Birthday March 2	Week Of the Young Child 4-10	April	Teachers Appreciation Week 4-8	May
Contracts: ELCD/CCDD Contracts					Full Day/Part Day-Begin Screenings and DRDP Assessments		Complete ECERS/ITERS by 11/30	Complete DRDP Summary of Findings by 12/30			Compile DRDP Parent Surveys by Contract	Complete Agency Summary of Findings	Review Parent Survey Results & Share with Senior Mgmt., BOS, and PC. Submit Report to Analyst.		
School Readiness: Reports	<a href="#">HSPPS Child Screening &amp; Assessments</a>	Education Team			Present Final Update of SR Goals from Previous Year to PC Program Svs subcomm., PC, BOS, Sr. Mgmt., and staff				Present Baseline SR goals to PC Prog Svs Subcommittee and Sr. Mgmt.	Present Baseline SR goals to PC, BOS and staff	Present Mid-Year SR Updates to PC Prog Svs Subcomm. and Sr. Mgmt.	Present Mid-Year SR Updates to PC, BOS, and staff			
	<a href="#">HSPPS Achieving Program Goals</a>	Education Team			Final DRDP Outcomes Report to PC Program Svs subcomm., PC, BOS, Sr. Mgmt., and staff				First DRDP Outcomes Report for Current Program Year to PC Prog Svs subcomm. and Sr. Mgmt.	First DRDP Outcomes Report for Current Program Year to PC, BOS and staff	2nd DRDP Outcomes Report for Current Program Year to PC Prog Svs Subcomm. and Sr. Mgmt.	2nd DRDP Outcomes Report to PC, BOS and staff			
School Readiness: Transitions: Into, Throughout & Out of Program	<a href="#">HSPPS Teaching &amp; the Learning Environment</a>	Education Team							Kinder-Readiness Activities: Parent Meetings, RMTK	Kinder-Readiness Registration Information to Parents and Visits to Kinder Classes		Prepare Kindergarten Transition Packets	Distribution of SR Packets/ backpacks (Transition to Kindergarten)		
		Education Team	In-Service for Full-day teachers & Pre-Service for PD/PY Teachers	In-Service for Teaching Staff	Lesson Planning Individualization	Comp Services Refresher Training for Teachers and Site Supervisors	Large Group/Circle Time	School Readiness Goals	TBD	LCLASS Environments	TBD	Creative Curriculumm	Second Step PITC Training for EHS staff	TBD	
Michelle Mankewich															
Newsletters: Families	<a href="#">HSPPS Family Engagement</a>	Ana Araujo			Family Newsletter				Family Newsletter and Winter Safety Newsletter						Summer Safety Newsletter
Communication: Families	<a href="#">HSPPS Parent Activities Promoting Child Learning</a>	Ana Araujo	No meeting	Monthly Parent Meetings				No Meeting							
Parent Communication Preference Survey	Best Practice	Ana Araujo			Survey parents on communication preference										
Communication/ Training: Families	<a href="#">HSPPS Family Engagement</a>	Ana Araujo	Provide Family Handbooks to Families		Pedestrian Safety Training Required				Begin Kindergarten Transitions/ Training		Begin Family Handbook Updates (Every 2 years, 2025-2027)	Parent Resiliency Training Required			
Give Kids a Smile Day	<a href="#">HSPPS Community Partnerships</a>	Jennifer Kirby	Give Kids a Smile Day (GKSD) - Begin outreach to local dentist					Give Kids a Smile Day (GKSD) - Confirm local dentist	Give Kids a Smile Day Preparation and Implementation of GKSD Plan weekly emails to staff	Give Kids a Smile Day Event-(1st Friday of the Month of February)					
La Clinica Dental Van	<a href="#">HSPPS Community Partnerships</a>	Jennifer Kirby	Monthly at Selected Sites (as vans are available)												
Healthy and Active Lifestyle	<a href="#">HSPPS Family Engagement</a>	Irene Figueroa				National Food Day - October 24th CCFP Roundtable Conference				"Pride in Food Service Week" -- First week in February	National Nutrition Month				National Fruit and Veggie Day (June 17th is Eat All Your Veggies Day)
		Irene Figueroa				Family Nutrition Meeting					Family Nutrition Meeting				
Family Engagement	<a href="#">HSPPS Parent Activities Promoting Child Learning</a>	Education Team & Site Supervisors				Fall Harvest Festivals					Collect WOTYC Plans for Centers	WOTYC Celebrations	Collect Year-End Celebration Plans for the Center		Year-End Celebrations
		Education Team									Open House				
	<a href="#">HSPPS Parent Activities Promoting Child Learning</a>	Education Team					EHS PFCE Prep/Planning Home Family Activities to support SR PFCE Goals		EHS PFCE Home Family Activities to support SR PFCE Goals						
	<a href="#">HSPPS Parent Activities Promoting Child Learning</a>	Education Team					HS PFCE Prep/Planning Home Family Activities to support SR PFCE Goals		HS PFCE Home Family Activities to support SR PFCE Goals						
	<a href="#">HSPPS Community Partnerships</a>	Jennifer Kirby				Health, Mental Health & Nutrition Services Advisory Committee Meeting					Health, Mental Health & Nutrition Services Advisory Committee Meeting				
	<a href="#">HSPPS Family Engagement</a>	Ana Araujo				Making Parenting a Pleasure									
	<a href="#">HSPPS Community Partnerships</a>	Ana Araujo				Family Financial Fitness Workshops									
	<a href="#">HSPPS Family Engagement</a>	Ana Araujo	Male Involvement Events (year round)												
	<a href="#">HSPPS Family Engagement</a>	Jennifer and Irene									Healthy Fathers, Healthy Children				
Training: Comprehensive Services Team	<a href="#">staff training and community partners</a>	Rita Loza	Safe Sleep	WIC					FDC refresher	Lead Prevention	Immunization				
Policy Council: PC Meetings and Trainings	<a href="#">HSPPS Policy Council Committees</a>	Michelle		Recognition of Outgoing PC Members	PC Orientation on Saturday September (TBD) and Election of New PC Executive Committee	Recruitment, Election & Finalization of Subcommittee							PC Orientation Planning Begins		
	<a href="#">HSPPS Training</a>	Ana													
	<a href="#">HSA Powers &amp; Functions of HS Agencies</a>		Exiting Reps sign Form 700 due to Clerk of the Board	Form 700 for New Reps due to Clerk of the Board		Make-Up PC Orientation	Leadership Training	Ethics/Brown Act Video Training Due Exec team attend NHSA PFCE conference				Annual Form 700 due to Clerk of the Board			
	<a href="#">HSPPS Policy Council</a>														

2025-2026 DRAFT EHSD Community Services Bureau Program Planning Calendar														
Facilities/Center Health and Safety														
	<a href="#">HSPPS Achieving Program Goals</a>	Ana		Monthly PC Meeting (except July and December)										
		Ana		Monthly Subcommittee Meetings (except July, September and December)										
Monica DeVera														
Human Resources: Monitoring	<a href="#">1302.911 Staff Qualifications</a>		Monitor transcripts TAT	Ongoing Permit expiration notices to staff			Monitor transcripts TAT						Monitor transcripts TAT	
Human Resources: Required Training	<a href="#">1302.92 Training &amp; Professional Development</a>		Ongoing new employee orientation	Licensing Orientation (At time of hire for SS)	First Aid CPR (Every 2 years ongoing)	Integrated Pest Management Training (Annually Sept./Oct.)	Mandated Reporter (At time of hire)-EHSD			CSB Standards of Conduct				15 Hours of Professional Development (Ongoing)
			General HIPAA Awareness Training (upon hire and bi-annual for applicable staff)							CSB Protocol for Hourly Head Count and Transition training for staff				
Alexandra Heinitz														
Federal Reports	<a href="#">Title 45: Federal Regulations</a>	Fiscal Team	Head Start & Early Head Start Fiscal Year Begins					County Single Audit begins		Baseline Budget (BFM) and Budget Narrative Due	County Performance Report Due	Budget Input in HSES Due to ACF for Next Program Year	Report the Results of Prior Year Single Audit to PC	
	<a href="#">HSA Powers &amp; Functions of HS Agencies</a>	Fiscal Team	Fiscal Reports to PC & BOS every month	Fiscal Reports to PC & BOS every month	Fiscal Reports to PC & BOS every month	Fiscal Reports to PC & BOS every month	Fiscal Reports to PC & BOS every month	Fiscal Reports to PC & BOS every month	Fiscal Reports to PC & BOS every month	Fiscal Reports to PC & BOS every month	Fiscal Reports to PC & BOS every month	Fiscal Reports to PC & BOS every month	Fiscal Reports to PC & BOS every month	Fiscal Reports to PC & BOS every month
	<a href="#">HSA Records &amp; Audits</a>	Fiscal Team	County Year-End Close-Out Continues: Submission of Journals, Accruals, and Deferrals to Auditor's Office		Complete Risk Assessment for Each Subrecipient		Single Audit Certification of Subrecipients	Cut-off for Encumbrance of HS/EHS Funds	Personnel Cost Forecasting (PCF) Report due					
Federal Reports (cont.)	<a href="#">OHS Program Instructions</a>	Fiscal Team	SF-425 Semi-Annual Financial Status Report Due to ACF		Finalize Operational and T & TA Budget for HS/EHS; Budget for PC Discussion and Approval				SF-425 Annual Financial Status Report and SF-429 Real property Status Report Due to ACF			SF-425 Final Financial Status Report Due to ACF	Internal Control Checklist on Cash and Petty Cash due to Auditor's Office	
	<a href="#">OHS Program Instructions</a>	Fiscal Team	County Year-End Close-Out Begins: Cut Off for Encumbrances Adjustment Deposit Permit	Operating Information in the Comprehensive Annual Financial	Schedule of Expenditures of Federal Awards Due to Auditor Controller's Office				Current Year's Budget Adjustments Due to Auditor Controller's Office	Mandatory & Discretionary List to CAO		Subrecipient & Contractor Determination Checklist		
	<a href="#">ACF CSBG Guidance</a>	Michael		CSBG Report Due to CSD (bi-monthly due on the 20th)		CSBG Report Due to CSD (bi-monthly due on the 20th)		CSBG Report Due to CSD (bi-monthly due on the 20th)	Mid-year Projections Due to CAO	CSBG Report Due to CSD (bi-monthly due on the 20th)	CSBG IS Form Due 3/1	CSBG Report Due to CSD (bi-monthly due on the 20th)		CSBG Report Due to CSD (bi-monthly due on the 20th)
State Reports	County Requirement/Timeline	Fiscal Team	State/County Fiscal Year Begins July 1st	County Year-End Close-Out Continues: Submission of Journals, Accruals, and Deferrals to Auditor's Office					Current Year's Budget Adjustments Due to Auditor Controller's Office	Mandatory & Discretionary List to CAO				State/County Fiscal Year Ends June 30th
	<a href="#">CDE Fiscal Guidance</a>	Deo	CDE 4th Quarterly Report Due			CDE 1st Quarterly Report Due			CDE 2nd Quarterly Report Due			CDE 3rd Quarterly Report Due		
		Deo	4th qtr QRIS report to Contra Costa County Office of Education (CCCCOE)			1st qtr QRIS report CCCOE			2nd qtr QRIS report CCCOE			3rd qtr QRIS report CCCOE		
	<a href="#">CDE Fiscal Guidance</a>	Deo	Child Development Audit documentation begins	Child Development Audit-interim phase	Child Development Audit Begins	Child Development Audit Year-end	Child Development Audit submission to CDE (which can be extended till February 2021)							
		Deo	Stage 2 & CAPP Reports Due to CDE (20th of each month)	Stage 2 & CAPP Reports Due to CDE (20th of each month)	Stage 2 & CAPP Reports Due to CDE (20th of each month)	Stage 2 & CAPP Reports Due to CDE (20th of each month)	Stage 2 & CAPP Reports Due to CDE (20th of each month)	Stage 2 & CAPP Reports Due to CDE (20th of each month)	Stage 2 & CAPP Reports Due to CDE (20th of each month)	Stage 2 & CAPP Reports Due to CDE (20th of each month)	Stage 2 & CAPP Reports Due to CDE (20th of each month)	Stage 2 & CAPP Reports Due to CDE (20th of each month)	Stage 2 & CAPP Reports Due to CDE (20th of each month)	Stage 2 & CAPP Reports Due to CDE (20th of each month)
		Ali/Alexandra	CACFP CNIPS Budget Submitted					Indirect Cost Rate Proposal Due to US Dept. of Health & Human Services						Year-end Appropriation Adjustments
Tracy Lewis														
			July	August	September	October	November	December	January	February	March	April	May	June
CALWORKS STAGE 2/ALTERNATIVE PAYMENT PROGRAM: Families	Best Practice												Review and Update Stage 2/CAPP Program Handbook (if applicable)	Distribute Stage 2/CAPP Program Handbook (If updates made)
CALWORKS STAGE 2/ALTERNATIVE PAYMENT PROGRAM: Meetings/Conferences	Best Practice		Monthly CSAM & Unit Meetings		CAPPA & EveryChild California Annual Conference									
Contracts: CDE/CDSS Contracts					Management Bulletin for CDE & CDSS Refunding Application	Everychild Fall Technical Training	Application Due for CDE and CDSS Refunding Application For Next Fiscal Year						Draft Self-Evaluation Action Plan	Submit Self-Evaluation to CDE/CDSS on June 1st.
					CDE Children w/ Disabilities Survey				Prepare, Distribute and Collect Parent Survey for Alternative Payment Programs	Compile Parent Surveys (All Programs)		Review Parent Survey Results & Share with Senior Mgmt. BOS, and PC.	FY 2026-2027 Contract Renewal for All Program Types	
Ellen de Senna														
Eligibility, Recruitment, Selection, Enrollment, Attendance (ERSEA): Eligibility/ Enrollment	<a href="#">HSA Standards Monitoring</a>		Monthly Enrollment Report and Center Status Report Due via HSES by the 7th		Weekly 30-day Full Enrollment Checks and Reports				New Federal Income Guidelines Issued					PD/PY Classes End
	<a href="#">HSPPS Determining Eligibility</a>		New State Income Guidelines issued		PD/PY Classes Begin	Eligibility training for PC					Eligibility Refresher Training	Eligibility & Enrollment Clinics		
Eligibility, Recruitment, Selection, Enrollment, Attendance (ERSEA): Recruitment	<a href="#">HSPPS Recruitment of Children</a>								Review/ Revise Recruitment Materials	Begin Major Recruitment Drive	Continue Recruitment Drive			
		Monthly - Purge Waitlist	Send Flyers to current Public Benefit Recipients		Send Flyers to current Public Benefit Recipients		Send Flyers to current Public Benefit Recipients	Submit Request for Flyers to be Mailed with Public Benefit Quarterly Reports	Disperse recruitment flyers to elementary schools	Send Flyers to current Public Benefit Recipients				
Eligibility, Recruitment, Selection, Enrollment, Attendance (ERSEA): Selection	<a href="#">HSA Powers &amp; Functions of HS Agencies</a>						Hold Selection Criteria Meeting with Staff, Parents, and Program Services Subcommittee		Action: PC Approves Selection Criteria and Recruitment Plan	Action: BOS Approves Selection Criteria and Recruitment Plan	Establish Procedure and Timelines for Year End Transitions			Purge Over-income Waiver List
	<a href="#">HSA Powers &amp; Functions of HS Agencies</a>													
	<a href="#">HSPPS Selection Process</a>													
Eligibility, Recruitment, Selection, Enrollment, Attendance (ERSEA): Attendance & Planning	<a href="#">HSA Powers &amp; Functions of HS Agencies</a>		Monthly Attendance Report for BOS/PC				Slot Planning for Next PY		Finalized Slots Map for Next PY				Distribute Slots Map for Next PY	
Jay Rivera														
Recordkeeping/Inventory (Hardcopy files & Center Assets)	County Requirement		Annual County Equipment Inventory Report Confirmation		Program Year prior to Last Program Year Drop Files to Warehouse for Storage								Release Files Past Destruction Date to County for Shredding	
	<a href="#">HSPPS Record Retention</a>		Prior Program Year Archived Files Stored at Sites for One Year											
	<a href="#">HSPPS Safety Practices</a>		Quarterly Deep Cleaning EHS & Kitchen	Annual Deep Cleaning HS	Certification for Playground Safety Inspector (Expires Every 4 Years)	Quarterly Deep Cleaning EHS & Kitchen			Quarterly Deep Cleaning EHS & Kitchen			Quarterly Deep Cleaning EHS & Kitchen		
	County Requirement		Health & Safety Officer Committee Meeting			Health & Safety Officer Committee Meeting			Health & Safety Officer Committee Meeting			Health & Safety Officer Committee Meeting		
Facilities/Center Health and Safety														

Citations:  
CDE- California Department of Education  
HSPPS- Head Start Program Performance Standards  
HSA- Head Start Act

Facilities/Center Health and Safety														
	Best Practice					Emergency Preparedness Training and Great Shake Out Statewide Earthquake Drill								
Monique Young-Edwards														
Contracts: Partnerships	<a href="#">Child Nutrition</a> <a href="#">Community Partnerships</a> <a href="#">County Admin Bulletin 605.4</a>		CACFP Contract	Begin RFI and Contract process for CSBG Contracts Due in March		Begin Contract Renewals for Contracts Due in December and January* with the exception of CSBG contracts			Begin Contract Renewals for Contracts Due in July (Pending Slots) *with the exception of CSBG contracts)				Action: BOS Approval of Contracts that begin 7/1	





# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

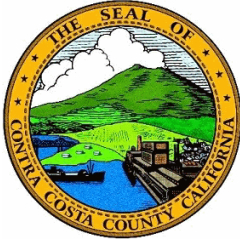
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**File #:** 25-2379

**Agenda Date:** 8/20/2025

**Agenda #:** 6.

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# CONTRA COSTA COUNTY

## Committee Meeting Minutes - Draft

### Head Start Policy Council

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Wednesday, May 21, 2025

6:00 PM 500 Ellinwood Way, Pleasant Hill | 1203 West  
10th St. Building D Antioch, CA | 300 S. 27th  
St. Richmond, CA | Zoom:  
<https://us06web.zoom.us/j/88006104662> |  
Meeting ID 880 0610 4662

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Agenda Items: Items may be taken out of order based on the business of the day and preference of the Committee

1. Call To Order and Welcome

Norma Chayrez, Policy Council Chair, called the meeting to order at 6:30 p.m.

<b>Present</b>	Deanna Carmona, Norma Chayrez, Claudia Garcia, Ericka Garcia, Gabriela Gomar Sandoval, Maria Gonzalez Garcia, Richard Hinojosa, Janelle Lafrades, Tu'Liisa Miller, Sinthia Montano, Iris Phillips, Iris Romero, Courtney Sanders, and Nikiya Horton
<b>Excused</b>	Karen Coleman, Kimberly Nieve, and Porsha Price
<b>Absent</b>	Alexia Arpero, Sayuri Areliz Calle, Jazmine Bizzle-Murphy, Alesandra Dominguez, Nathalia Hernandez, Yesica Hernandez, Raquel Magana, Michelly Mendanha, Amy Mockoski, Shanell Murphy, Diana Nunez Ocaranza, Chantana Vornvilaipan, and Torrieanna Washington

2. Wellness Activity

Policy Council Representatives participated in a wellness activity: What program or activities do you plan with your kids to keep them learning through summer?

3. Correspondence

[25-1941](#)

**Attachments:** [Correspondence Bilingual](#)  
[ACF-OHS-IM-25-04 Expanding Educational Freedom and](#)  
[Opportunities for Families in Head Start Programs](#)

Tuliisa Miller, Policy Council Secretary, read correspondence from the Administration for Children and Families - Office of Head Start Memorandum IM-25-04 - Expanding Educational Freedom and Opportunities for Families in Head Start Programs.

4. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).

No request for Public Comments.

## 5. Parent Recognition of Staff

The following staff were recognized for going above and beyond in their work with the children and the families: Ms. Dina Marie Lopez, Family Advocate at Bayo Vista; Ms. Entesar Ebeid, Site Supervisor II at Marsh Creek; and Ms. Indira Martin, Master Teacher at Marsh Creek. All were presented with a certificate to acknowledge their dedication to children and families.

## 6. ACTION: Approval of April 16, 2025 Policy Council Minutes [25-1942](#)

### **Attachments:** [PC Meeting Minutes April 16, 2025 DRAFT](#)

The Policy Council meeting minutes from April 16, 2025, were reviewed, and no corrections were noted. A motion to approve was completed by Janelle LaFrades and seconded by Gabriela Garibay.

### **This Consent Item was approved.**

**Motion:** Lafrades

**Second:** Gomar Sandoval

**Absent:** Arpero, Areliz Calle, Bizzle-Murphy, Dominguez, Hernandez, Hernandez, Magana, Mendanha, Mockoski, Murphy, Nunez Oxaranza, Vornvilaipan, and Washington

**Result:** Failed

## 7. Administrative Reports [25-1943](#)

### **Attachments:** [1. Administrative Reports](#) [2. Fiscal Reports](#) [3. Meals Nutrition Report March](#)

Administrative reports were presented by:

**Sarah Reich, Division Manager, Christina Castle-Barber, Division Manager, and Ali Vahidizadeh Accountant III- reports attached**

**Additional discussion item,** CSB has received a deficiency in Safety Practices-Personnel policies due to four child safety incidents having occurred within the past 12 months. Individual corrective actions were immediately taken following each incident, including the termination of teachers after internal investigations. CSB is responding by implementing and improvement plan including the following actions:

1. Intensive training is deployed to ensure teachers understand the standards of conduct and recognize the signs of stress and redirect challenging behavior before it escalates.
2. Increased monitoring for standards of conduct including unannounced monitoring be implemented effective immediately.
3. Expansion of Mental Health Services: Trained employees will visit centers to assist staff in identifying more effective ways to handle stress and challenging behavior in the classroom.
4. Strengthening our personnel procedures: Revised detailed reference check will be in place before hiring new staff.
5. Staff participation in a two-part Mindfulness Training follow-up by signing the Commitment to Protect Children's Rights as an Educator.

She made herself available to respond to inquiries in person or by email.

## 8. Presentation: 2024 – 2026 Community Assessment [25-1467](#)

This presentation was tabled for August 20, 2025.

**9. Single Audit Child and Adult Care Food Program (CACFP) Report 2024** **25-1944**

**Attachments:** [Single Audit CACFP June 2024](#)  
[Detail CACFP Single Audit June 30-2024](#)

Ali Vahidizadeh, Accountant III, presented Single Audit Child and Adult Care Food Program Report (CACFP) 2024, and reported there were no findings.

**10. Guaranteed Basic Income Program** **25-1945**

**Attachments:** [CCC EHSD GBI Program Design Presentation](#)

Aisha Teal, Workforce Services Specialist from EHSD, presented the Contra Costa County Guaranteed Basic Income Program.

**11. Presentation: Safety and mindfulness**

Monica DeVera, Administrative Services III, and Linda Stafford-Frazier, Assistant Director, presented a Culture of Safety and Mindfulness 101 Refresher. In attachments below.

**12. Subcommittee Reports**

Norma Chayrez, PC Chair, reported:

- Participation in the Fiscal Subcommittee and heard the budget updates.

Janelle LaFrades, Parliamentarian, reported:

- Participation in Bylaws Subcommittees, discussed the decrease in program slots and the impact on PC quorum, made suggestions to decrease the number of total seats on the Policy Council to align with current program slots.

**13. Site Reports**

**Kids Castle:** Children are busy working at story times and learning about instruments, and many are preparing to start Kindergarten. The site is going through a lot of monitoring reviews (that is a good thing).

**Marsh Creek:** The children have completed their recycling projects and begun preparing for Kindergarten. They also celebrated Teacher Appreciation Week, where parents took the time to recognize the incredible teachers. Additionally, there was a tea party celebration for Mother's Day, during which all mothers received a Mother's Day card made by their children. Nursing students from Los Medanos Community College are working with the students to promote healthy habits and nutritious foods. They visit the classrooms twice a week, on Mondays and Wednesdays.

**14. Announcements & Parking Lot report**

**Ana Araujo, Comprehensive Services Manager for Parent, Family, and Community Engagement** announced:

- We're hosting a Bike Rodeo, a family-friendly child event, titled "Pedestrian Safety and Car Seat Safety," on May 24, 2025, at the Balboa Center for the West County location. Families are invited to register with family advocates.
- The Healthy Father, Healthy Children event is coming to Balboa and Marsh Creek, offering a boot camp for fathers and children to learn how to stay active and energized with healthy snacks.
- Reminder of upcoming meetings:
  - June 4 Program Services Subcommittee and Executive Meeting.
  - June 18 Fiscal Subcommittee and Policy Council Meeting.

## 15. Meeting evaluation

Pluses / +

- Made quorum
- Ending on time

Deltas / Δ

- None

The next meeting is currently scheduled for June 18, 2025.

Adjourn

The meeting adjourned at 7:55 p.m.

Reserved for Meeting Minutes- Presentations from May 21, 2025

[25-1946](#)

Attachments:

[Policy Council Culture of Safety Mindfulness](#)

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the Committee meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at 3068 Grant St, Concord CA 94520, during normal business hours. Staff reports related to items on the agenda are also accessible online at [www.contracosta.ca.gov](http://www.contracosta.ca.gov). If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the committee will continue the meeting in person without remote access. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact: Ana Araujo [aaaraujo@ehsd.cccounty.us](mailto:aaaraujo@ehsd.cccounty.us)



# CONTRA COSTA COUNTY

## Staff Report

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

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**File #:** 25-2380

**Agenda Date:** 8/20/2025

**Agenda #:** 7.

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## Director's Report for Policy Council Meeting – June 2025

- **Full Enrollment Initiative:** We are maintaining full enrollment! As of June 3, we were at 100.5% enrolled program-wide.
  - **Summer Activities:** With summer in full swing, we urge you to look at your Friday Flyers, which contain lots of fun activities to do over the summer.
  - **Family Development Credential:** This is a six-month professional development program consisting of a series of classes prescribed by the Head Start Program Performance Standards (HSPPS) that deepens and expands key knowledge and skills in certain areas relevant to your work (e.g. strengths-based approach, family collaborative process, community and self-care, relationship building, and other professional areas). We have 15 staff participating who will be credentialed by November 20, 2025!
- 

## *Informe del Director Para el Consejo De Políticas -Junio 2025*

- ***Iniciativa De Inscripción Completa:*** *¡Mantenemos la matrícula completa! Al 3 de junio, estábamos al 100.5% de matriculados en todo el programa.*
- ***Actividades De Verano:*** *Con el verano en pleno apogeo, le instamos a que mire sus Friday Flyers, que contienen muchas actividades divertidas para hacer durante el verano.*
- ***Credencial De Desarrollo Familiar:*** *Este es un programa de desarrollo profesional de seis meses que consta de una serie de clases prescritas por las Normas de Desempeño del Programa Head Start (HSPPS, sigla en inglés) que profundiza y amplía el conocimiento y las habilidades clave en ciertas áreas relevantes para su trabajo (por ejemplo, enfoque basado en fortalezas, proceso de colaboración familiar, comunidad y autocuidado, construcción de relaciones y otras áreas profesionales). ¡Tenemos 15 empleados participando que estarán acreditados para el 20 de noviembre de 2025!*

## **Enrollment and Attendance Report to Policy Council May 2025**

### Enrollment:

- **HS –106.94%**
- **EHS -95.19%**

### Attendance:

- **HS – 79.8%**
- **EHS –79.85%**

- As of September 1, 2024, our total funded HS/EHS slots was reduced to 1201 as a result of our New Grant. The enrollment percentages reflect those reductions in slots.

- Low attendance due to Family Emergency (Parent or Family Member Sick).

## **Informe de Inscripción y Asistencia al Consejo de Políticas Mayo 2025**

### Inscripción:

- **HS –106.94%**
- **EHS -95.19%**

### Asistencia:

- **HS – 79.8%**
- **EHS –79.85%**

- A partir del 1 de septiembre, 2024, la cantidad total de cupos financiados para la escuela secundaria y la escuela secundaria superior se redujo a 1201 como resultado de nuestra nueva subvención. Los porcentajes de inscripción reflejan esa reducción en los cupos.
- **Asistencia baja debido a una emergencia familiar (padre, madre o familiar enfermo).**



## Compliance Rates for Center Monitoring: May 2025

Tools	Overall Compliance Rate	Trends in Tools
Weekly Facility Checklist	98%	<ul style="list-style-type: none"> <li>Two sites are in the process of installing new alarms.</li> <li>Across all sites, community area postings are current, relevant, and bilingual</li> <li>All the sites are doing a great job documenting issues and taking steps to meet safety and facility standards.</li> </ul>
Daily Health & Safety Classroom Checklist	99%	<ul style="list-style-type: none"> <li>Ongoing improvements are evident in activities that support and enhance social and emotional learning</li> <li>Active Supervision continues a top priority</li> </ul>
Daily Playground Safety Checklist	99%	<ul style="list-style-type: none"> <li>Playgrounds demonstrate a high level of compliance</li> <li>All play materials are in good repair with no cracks or jagged edges.</li> </ul>
Monthly Playground Safety Checklist	98%	<ul style="list-style-type: none"> <li>Instance of wear and tear were identified at select sites; track-it orders have been issued</li> </ul>
CSB Transition & Safety Tool	98%	<ul style="list-style-type: none"> <li>Of the 18 classrooms observed with the updated Child's Personal Rights question, only one showed a response that was not in compliance.</li> <li>Minor updates are needed at some sites' parent boards</li> </ul>
On-Site Content Area Tool	98%	<ul style="list-style-type: none"> <li>Some identified medications were not labeled properly</li> <li>Mindfulness posters are clearly displayed for staff at all sites.</li> <li>All sites complete injury/incident reports in a timely manner, with documentation available in binders or electronically.</li> </ul>

Items to note:

- On May 15 adjustments were made to both the Transition & Safety tool and On-site tool and both adjustments were met with high compliance. Demonstrate great commitment from everyone, from Division Managers to the teachers.
- Sites show ongoing improvement in safety, supervision, and staff preparedness, with high compliance.
- These findings reflect meaningful progress with staff showing the ability to quickly adjust and maintain high standards across all sites.

## Índices de Cumplimiento del Monitoreo del Centro: Mayo de 2025

Herramientas	Tasa General de Cumplimiento	Tendencias en Herramientas
Lista de verificación semanal de las instalaciones	98%	<ul style="list-style-type: none"> <li>• Dos centros están en proceso de instalar nuevas alarmas.</li> <li>• En todos los centros, las publicaciones en las áreas comunitarias son actuales, relevantes y bilingües.</li> <li>• Todos los centros están haciendo un excelente trabajo documentando los problemas y tomando medidas para cumplir con los estándares de seguridad e instalaciones.</li> </ul>
Lista de Verificación Diaria de Salud y Seguridad en el Aula	99%	<ul style="list-style-type: none"> <li>• Se observan mejoras continuas en las actividades que apoyan y mejoran el aprendizaje socioemocional.</li> <li>• La supervisión activa sigue siendo una prioridad absoluta.</li> </ul>
Lista de Verificación Diaria de Seguridad en el Patio de Juegos	99%	<ul style="list-style-type: none"> <li>• Las áreas de juego demuestran un alto nivel de cumplimiento.</li> <li>• Todos los materiales de juego están en buen estado, sin grietas ni bordes dentados.</li> </ul>
Lista de Verificación Mensual de Seguridad en el Patio de Juegos	98%	<ul style="list-style-type: none"> <li>• Se identificaron casos de desgaste en centros seleccionados y se emitieron órdenes de seguimiento.</li> </ul>
Herramienta de Transición y Seguridad de CSB	98%	<ul style="list-style-type: none"> <li>• De las 18 aulas observadas con la pregunta actualizada sobre los Derechos Personales del Niño, solo una mostró una respuesta que no cumplía con los requisitos.</li> <li>• Se necesitan actualizaciones menores en las carteleros para padres principales de algunos centros.</li> </ul>
Herramienta de Área de Contenido en el Centro	98%	<ul style="list-style-type: none"> <li>• Algunos medicamentos identificados no estaban correctamente etiquetados.</li> <li>• Los carteles de Atención Plena se exhiben claramente para el personal en todos los centros.</li> <li>• Todos los centros completan los informes de lesiones/incidentes de manera oportuna, con la documentación disponible en carpetas o en formato electrónico.</li> </ul>

### Elementos para tener en cuenta:

- El 15 de mayo se realizaron ajustes tanto en la Herramienta de Transición y Seguridad como en la Herramienta en el centro y ambos ajustes se cumplieron con un alto nivel de cumplimiento. Se demostró un gran compromiso por parte de todos, desde los Administradores de División hasta el personal docente.
- Los centros muestran una mejora continua en seguridad, supervisión y preparación del personal, con un alto nivel de cumplimiento.
- Estos resultados reflejan un progreso significativo, el personal demostró la capacidad de adaptarse rápidamente y mantener altos estándares en todos los centros.

### Mini Program Information Report PIR- June 2025

Head Start		
<b>A.12</b> Cumulative Enrollment	1061	
<b>C.7</b> Number of all children who are up-to-date (through the end of the program year) on a schedule of age-appropriate preventive and primary health care, according to the relevant state's EPSDT schedule for well child care.	445	41.94%
<b>C.8a</b> The number who have received or are receiving medical treatment.	128	12.06%
<b>C.19</b> Number of all children, including those enrolled in Medicaid or CHIP, who have completed a professional dental examination during the program year.	516	48.63%
<b>C19.a.1</b> Of these, the number of children who have received or are receiving dental treatment.	32	3.02%
<b>C.1.a</b> Number enrolled in Medicaid and /or CHIP	763	71.91%
<b>C1</b> Number of all children with health insurance	883	83.22%
<b>C.24</b> Number of children enrolled in the program who had an Individualized Education Program (IEP), at any time during the enrollment year, indicating they were determined eligible by the LEA to receive special education and related services	146	13.76%
<b>C.28</b> Number of all newly enrolled children who completed required screenings within 45 days for developmental, sensory and behavioral concerns since last year's PIR was reported.	312	29.41%
<b>C.45</b> Number of families that received at least one program services to promote family outcomes.	569	
Early Head Start		
<b>A.10g</b> Cumulative Enrollment of Children	693	
<b>C.7</b> Number of all children who are up-to-date on a schedule of age-appropriate preventive and primary health care, according to the relevant state's EPSDT schedule for well child care.	165	23.81%
<b>C.8a</b> The number who have received or are receiving medical treatment.	45	6.49%
<b>C.1.a</b> Number enrolled in Medicaid and /or CHIP	489	70.56%
<b>C1</b> Number of all children with health insurance	523	75.47%
<b>C.25</b> Number of children enrolled in the program who had an Individualized Family Service Plan (IFSP), at any time during the enrollment year, indicating they were determined eligible by the Part C Agency to receive early intervention services the Individuals with Disabilities Education Act (IDEA)	12	1.73%
<b>C.28</b> Number of all newly enrolled children who completed required screenings within 45 days for developmental, sensory and behavioral concerns since last year's PIR was reported.	149	21.50%
<b>C.45</b> Number of families that received at least one program services to promote family outcomes.	193	

### Mini Reporte de Información de Programa- June 2025

Head Start		
<b>A.12</b> Matriculación acumulada	1061	
<b>C.7</b> Número de todos los niños que están al día (hasta el final del año del programa) en un calendario de atención sanitaria preventiva y primaria apropiada para su edad, de acuerdo con el calendario EPSDT del estado correspondiente para la atención del niño sano.	445	41.94%
<b>C.8a</b> Número de personas que han recibido o están recibiendo tratamiento médico.	128	12.06%
<b>C.19</b> Número de todos los niños, incluidos los inscritos en Medicaid o CHIP, que han realizado un examen dental profesional durante el año del programa.	516	48.63%
<b>C19.a.1</b> De ellos, el número de niños que han recibido o están recibiendo tratamiento dental.	32	3.02%
<b>C.1.a</b> Número de afiliados a Medicaid y/o CHIP	763	71.91%
<b>C1</b> Número de niños con seguro médico	883	83.22%
<b>C.24</b> Número de niños inscritos en el programa que tenían un Programa de Educación Individualizado (IEP), en cualquier momento durante el año de inscripción, indicando que fueron determinados elegibles por la LEA para recibir educación especial y servicios relacionados.	146	13.76%
<b>C.28</b> Número de todos los niños recién inscritos que completaron los exámenes requeridos dentro de los 45 días para detectar problemas de desarrollo, sensoriales y de comportamiento desde que se reportó el PIR del año pasado.	312	29.41%
<b>C.45</b> Número de familias que recibieron al menos un servicio del programa para promover los resultados familiares.	569	
Early Head Start		
<b>A.10g</b> Matriculación acumulada de niños	693	
<b>C.7</b> Número de todos los niños que están al día en un programa de atención sanitaria preventiva y primaria apropiada para su edad, de acuerdo con el programa EPSDT del estado correspondiente para la atención del niño sano.	165	23.81%
<b>C.8a</b> Número de personas que han recibido o están recibiendo tratamiento médico.	45	6.49%
<b>C.1.a</b> Número de afiliados a Medicaid y/o CHIP	489	70.56%
<b>C1</b> Número de niños con seguro médico	523	75.47%
<b>C.25</b> Número de niños inscritos en el programa que tenían un Plan de Servicio Familiar Individualizado (IFSP), en cualquier momento durante el año de inscripción, indicando que fueron determinados elegibles por la Agencia de la Parte C para recibir servicios de intervención temprana la Ley de Educación para Individuos con Discapacidades (IDEA).	12	1.73%
<b>C.28</b> Número de todos los niños recién inscritos que completaron los exámenes requeridos dentro de los 45 días para detectar problemas de desarrollo, sensoriales y de comportamiento desde que se reportó el PIR del año pasado.	149	21.50%
<b>C.45</b> Número de familias que recibieron al menos un servicio del programa para promover los resultados familiares.	193	

**CONTRA COSTA COUNTY - COMMUNITY SERVICES BUREAU**  
**2024 HEAD START PROGRAM**

**BUDGET PERIOD SEP 2024 - JUNE 2025**

**AS OF June 2025- NEW GRANT**

DESCRIPTION	Total Budget	Remaining Budget	Total YTD Actual	Should be 100.00% %YTD	June 2025
A. PERSONNEL	\$ 4,253,728	\$ 665,176	\$ 3,588,552	84.36%	<b>281,852.94</b>
B. FRINGE BENEFITS	\$ 2,672,338	\$ 360,814	\$ 2,311,524	86.50%	<b>175,406.02</b>
D. EQUIPMENT	\$ 710,000	\$ 709,172	\$ 828	0.12%	-
E. SUPPLIES	\$ 269,783	\$ 86,758	\$ 183,025	67.84%	<b>4,926.20</b>
F. TRAVEL	\$ 24,157	\$ (398)	\$ 24,555	101.65%	<b>7,083.22</b>
G. CONSTRUCTION	\$ 1,308,372	\$ 1,308,372	\$ -	0.00%	-
H. OTHER	\$ 2,045,480	\$ 345,053	\$ 1,700,427	83.13%	<b>152,760.09</b>
I. CONTRACTUAL	\$ 2,345,534	\$ 696,198	\$ 1,649,336	70.32%	<b>202,316.16</b>
<b>TOTAL DIRECT CHARGES</b>	<b>\$ 13,629,391</b>	<b>\$ 4,171,145</b>	<b>\$ 9,458,247</b>	<b>69.40%</b>	<b>\$ 824,345</b>
K. INDIRECT COSTS	\$ 813,865	(28,585)	842,450	103.51%	<b>18,505.02</b>
<b>TOTAL-ALL BUDGET CATEGORIES</b>	<b>\$ 14,443,257</b>	<b>\$ 4,142,560</b>	<b>\$ 10,300,697</b>	<b>71.32%</b>	<b>842,849.65</b>
<i>In-Kind (Non-Federal Share)</i>	\$ 3,610,814	\$ 1,035,640	\$ 2,575,174	71.32%	\$ 210,712

**CONTRA COSTA COUNTY - COMMUNITY SERVICES BUREAU**  
**2024 HEAD START PROGRAM**  
**BUDGET PERIOD SEPTEMBER 2024 - JUNE 2025**  
**AS OF June 2025-NEW GRANT**

	Total Budget	Remaining Budget	Total YTD Actual	Should be 100% % YTD	June 2025
<b>a. Salaries &amp; Wages (Object Class 6a)</b>					
Permanent 1011	4,119,057	915,469	3,203,588	78%	247,451.87
New Staff for Caseload	-	-	-	0%	-
New Mental Health Staff	0	0	-	0%	-
New Teaching Staff for new Facility	-	-	-	0%	-
New Staff for Cleaning	117,415	117,415	-	0%	-
COLA	-	-	-	0%	-
Temporary 1013	17,255	(367,709)	384,964	2231%	34,401.07
<b>TOTAL PERSONNEL (Object class 6a)</b>	<b>4,253,728</b>	<b>665,176</b>	<b>3,588,552</b>	<b>84%</b>	<b>281,852.94</b>
<b>b. FRINGE BENEFITS (Object Class 6b)</b>					
Permanent Staff	2,592,703	281,179	2,311,524	89%	175,406.02
New Staff for Caseload	-	-	-	0%	-
New Mental Health Staff	(0)	(0)	-	0%	-
New Teaching Staff for new Facility	-	-	-	0%	-
New Staff for Cleaning	0	0	-	0%	-
COLA	77,494	77,494	-	0%	-
Temporary Staff	2,141	2,141	-	0%	-
<b>TOTAL FRINGE (Object Class 6b)</b>	<b>2,672,338</b>	<b>360,814</b>	<b>2,311,524</b>	<b>86%</b>	<b>175,406.02</b>
<b>d. EQUIPMENT (Object Class 6d)</b>					
1. Office Equipment	-	(828)	828	0%	-
2. Emergency Health and Safety Equipment	-	-	-	0%	-
3. Vehicle Purchase	-	-	-	0%	-
4. Security Equipment-Start up	710,000	710,000	-	0%	-
<b>Total EQUIPMENT (Object Class 6d)</b>	<b>710,000</b>	<b>709,172</b>	<b>828</b>	<b>0%</b>	<b>-</b>
<b>e. SUPPLIES (Object Class 6e)</b>					
1. Office Supplies	86,528	27,507	59,021	68%	2,034.91
2. Child and Family Services Supplies (Includes classroom Supplies)	34,127	1,166	32,961	97%	1,922.79
3. Food Services/Nutrition Supplies	-	-	-	0%	-
4. Other Supplies	-	-	-	0%	-
Transition Supplies	14,000	11,748	2,252	16%	-
Computer Supplies, Software Upgrades, Computer Replacements	85,867	48,582	37,285	43%	-
Health/Safety Supplies	1,589	1,589	-	0%	-
Mental Health/Disabilities Supplies	35,000	35,000	-	0%	-
Miscellaneous Supplies	2,100	(44,896)	46,996	2238%	968.50
Emergency Supplies	2,214	2,214	-	0%	-
Household Supplies	1,358	(66)	1,424	105%	-
Employee Health and Welfare costs	7,000	3,914	3,086	44%	-
<b>TOTAL SUPPLIES (6e)</b>	<b>269,783</b>	<b>86,758</b>	<b>183,025</b>	<b>68%</b>	<b>4,926.20</b>
<b>f. Travel (Object Class 6f)</b>					
1. Out-of-Town Travel	24,157	(398)	24,555	102%	7,083.22
HS Staff	-	-	-	0%	-
HS Parents	-	-	-	0%	-
<b>TOTAL TRAVEL (Object Class 6f)</b>	<b>24,157</b>	<b>(398)</b>	<b>24,555</b>	<b>102%</b>	<b>7,083.22</b>
<b>g. CONSTRUCTION (Object Class 6g)</b>					
1. New Construction	-	-	-	0%	-
2. Major Renovation-GM Start up	1,308,372	1,308,372	-	0%	-
3. Acquisition of Buildings/Modular Units	-	-	-	0%	-
<b>TOTAL CONSTRUCTION (6g)</b>	<b>1,308,372</b>	<b>1,308,372</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>h. OTHER (Object Class 6h)</b>					
1. Building occupancy Costs/Rents & Leases	335,002	(95,272)	430,274	128%	52,187.17
2. Utilities, Telephone	10,433	(95,019)	105,452	1011%	8,651.96
3. Building & Child Liability Insurance	2,993	1,308	1,685	56%	-
4. Building Maintenance/Repair and Other Occupancy Costs	612,738	(51,255)	663,994	108%	72,065.93
5. Local Travel	2,642	(10,955)	13,596	515%	3,693.86
6. Nutrition Services	-	-	-	0%	-
Child Nutrition Costs	301,472	215,139	86,333	29%	1,625.65
USDA and CACFP Reimbursements	(110,877)	21,376	(132,253)	119%	(33,531.00)
7. Parent Services	-	-	-	0%	-
Parent Conference Registration/Trainings (including food/venue)	-	-	-	0%	-
Parent Resources (Parenting Books, Videos, etc.)	-	-	-	0%	-
PC Orientation, Trainings , materials and translation (including food/venu	21,000	16,956	4,044	19%	1,577.10
Policy Council Meetings - (including food/venue)	-	(8,968)	8,968	0%	-
Male Involvement Activities	-	-	-	0%	-
Parent Activities-Sites, PC, BOS luncheon & Appreciation (incl.food/venu	657	657	-	0%	-
Child Care/Mileage Reimbursement	111	111	-	0%	-
8. Accounting & Legal Services	-	-	-	0%	-
Audit	-	-	-	0%	-
Legal (County Council)	-	-	-	0%	-
Auditor Controllers	5,908	4,408	1,499	25%	-

70	Data Processing	80,188	(65,746)	145,934	182%	19,093.51
71	9. Publications/Advertising/Printing	-	-	-	0%	-
72	Outreach - Printing	2,100	2,100	-	0%	-
73	Recruitment Advertising (e.g. Websites, Digital Marketing)	21,300	(11,700)	33,000	155%	-
74	10. Training or Staff Development	-	-	-	0%	-
75	Staff Development for various trainings, Health and Safety etc(including.f	-	(11,965)	11,965	0%	-
76	Mental Health, Disabilities, Health and Safety Training	-	-	-	0%	-
77	Education Curriculum, and Staff Development	-	-	-	0%	-
78	Family, Community and Parent Engagement (including.food/venue)	35,000	35,000	-	0%	-
79	(T/TA includes Mandatory trainings, Conferences and Trainings by Conter	175,000	147,319	27,681	16%	8,573.14
80	Agency Memberships (WIPFLI, Meeting Fees, NHSA, NAEYC)	58,419	58,225	193	0%	-
81	11. Other	-	-	-	0%	-
82	Site Security Guards	196,204	134,886	61,318	31%	9,255.23
83	Cleaning Services	(0)	(42,686)	42,686	-	-
84	Vehicle Operating/ Maintenance and Repair	94,060	5,390	88,670	94%	7,838.56
85	Equipment Maintenance Repair and Rental	36,255	18,650	17,605	49%	-
86	Dept of Health and Human Services - 211 Data Base (CCC)	9,881	8,760	1,121	11%	-
87	Other Operating Expenses (CSD Admin/Facs Mgt. Allocation, live scan)	154,995	68,333	86,662	56%	1,728.98
88	Health and Safety (Program Improvement Grant/Covid)	-	-	-	0%	-
89	Comprehensive Services with State Child Development Program	-	-	-	0%	-
90	<b>TOTAL OTHER (6h)</b>	<b>2,045,480</b>	<b>345,053</b>	<b>1,700,427</b>	<b>83%</b>	<b>152,760.09</b>
91	<b>i. CONTRACTUAL (Object Class 6i)</b>					
92	1. Adm Svcs (e.g., Legal, Accounting Temp Help)	-	(1,309)	1,309	0%	-
93	2. Health/Disabilities Services	-	-	-	0%	-
94	Health Consultant (LVN \$78,050)	57,365	18,475	38,890	68%	4,704.00
95	Mental Health Intern	-	-	-	0%	-
96	Other Mental Health Services Costs	0	0	-	0%	-
97	Estimated Medical Revenue from Medi-Cal (Org 1432 - credit)	-	-	-	0%	-
98	Health Consultant (LVN)	-	(1,680)	1,680	0%	-
99	Head Start Consultant	-	-	-	0%	-
100	3. Food Services	-	-	-	0%	-
101	4. Training & Technical Assistance	-	-	-	0%	-
102	One Solution Technology	62,979	8,861	54,118	86%	3,120.00
103	Leadership Trainings/Seminars/Workshop	124,679	114,005	10,674	9%	-
104	Conferences/Trainings	24,834	24,834	-	0%	-
105	Family Development Credential	43,293	42,179	1,114	3%	-
109	6. Other Contracts - Partners	0	0	-	0%	-
110	Other Contracts	-	-	-	0%	-
111	Tutoring	6,000	3,775	2,225	37%	-
112	Cocokids	-	-	-	0%	-
113	Crossroads	-	-	-	0%	-
114	KinderCare	222,561	95,337	127,224	57%	41,261.88
115	Martinez ECC	-	-	-	0%	-
116	Tiny Toes	85,022	27,236	57,786	68%	10,835.25
117	YMCA (West)	1,302,565	1,302,565	-	0%	-
118	YMCA (East)	-	(1,116,283)	1,116,283	0%	129,606.28
119	FB (East Leland/Kids Castle/Belshaw)	-	-	-	-	-
120	FB (Fairgrounds/Lone Tree)	-	-	-	-	-
121	Practice Based Coaching/Classroom Observation	69,298	28,879	40,419	58%	12,788.75
122	Teacher Recruitment	55,300	11,355	43,945	79%	-
123	Demographer	17,500	2,152	15,348	88%	-
124	CLOUDs	274,137	135,817	138,320	50%	-
125	<b>f. CONTRACTUAL (Object Class 6f)</b>	<b>2,345,534</b>	<b>696,198</b>	<b>1,649,336</b>	<b>70.32%</b>	<b>202,316.16</b>
126	<b>I. TOTAL DIRECT CHARGES (6a-6h)</b>	<b>13,629,391</b>	<b>4,171,145</b>	<b>9,458,247</b>	<b>69%</b>	<b>824,344.63</b>
127	<b>j. INDIRECT COSTS</b>	<b>813,865</b>	<b>(28,585)</b>	<b>842,450</b>	<b>104%</b>	<b>18,505.02</b>
128	<b>k. TOTALS (ALL BUDGET CATEGORIES)</b>	<b>14,443,257</b>	<b>4,142,560</b>	<b>10,300,697</b>	<b>71%</b>	<b>842,849.65</b>
	<i>Non-Federal Share (In-kind)</i>	<i>3,601,166</i>	<i>1,025,992</i>	<i>2,575,174</i>	<i>72%</i>	<i>210,712</i>

CONDADO DE CONTRA COSTA – BURÓ DE SERVICIOS A LA COMUNIDAD

2024 PROGRAMA HEAD START

PERÍODO PRESUPUESTARIO SEPTIEMBRE 2024 - JUNIO 2025

A PARTIR DE SEPTIEMBRE DE 2024: NUEVA SUBVENCIÓN

DESCRIPCIÓN	PRESUPUESTO TOTAL	PRESUPUESTO RESTANTE	TOTAL REAL HASTA LA FECHA	Should be 100.00%	Junio  2,025.00
				PORCENTAJE DEL AÑO HASTA LA FECHA	
A. PERSONAL	\$ 4,253,728	\$ 665,176	\$ 3,588,552	84.36%	281,852.94
B. BENEFICIOS SUPLEMENTARIOS	\$ 2,672,338	\$ 360,814	\$ 2,311,524	86.50%	175,406.02
D. EQUIPO	\$ 710,000	\$ 709,172	\$ 828	0.12%	-
E. ARTICULOS DE OFICINA	\$ 269,783	\$ 86,758	\$ 183,025	67.84%	4,926.20
F. VIAJES	\$ 24,157	\$ (398)	\$ 24,555	101.65%	7,083.22
G. CONSTRUCCIÓN	\$ 1,308,372	\$ 1,308,372	\$ -	0.00%	-
H. MISCELÁNEO	\$ 2,045,480	\$ 345,053	\$ 1,700,427	83.13%	152,760.09
I. CONTRATOS	\$ 2,345,534	\$ 696,198	\$ 1,649,336	70.32%	202,316.16
<b>I. TOTAL DE CARGOS DIRECTOS</b>	<b>\$ 13,629,391</b>	<b>\$ 4,171,145</b>	<b>\$ 9,458,247</b>	69.40%	824,344.63
j. CARGOS INDIRECTOS	813,865	\$ (28,585)	842,450	103.51%	18,505.02
<b>k. TOTAL-CATEGORÍAS DEL PRESUPU</b>	<b>\$ 14,443,257</b>	<b>\$ 4,142,560</b>	<b>\$ 10,300,697</b>	<b>71.32%</b>	842,849.65
<i>In-Kind (Non-Federal Share)</i>	\$ 3,610,814	\$ 1,035,640	\$ 2,575,174	6.13%	210,712.41



## CONDADO DE CONTRA COSTA – BURO DE SERVICIOS A LA COMUNIDAD

## 2024 PROGRAMA HEAD START

PERIODO PRESUPUESTARIO SEPTIEMBRE 2024 - JUNIO 2025

## A PARTIR DE SEPTIEMBRE DE 2024: NUEVA SUBVENCIÓN

	PRESUPUESTO TOTAL	PRESUPUESTO RESTANTE	TOTAL REAL HASTA LA FECHA	100.00% PORCENTAJE DEL AÑO HASTA LA	Junio 2025
<b>1 a. PERSONAL (Clasificación de objeto 6a)</b>					
2 Permanente	4,119,057	915,469	3,203,588	77.77%	247,451.87
3 Nuevo personal para el número de casos	-	-	-	0.00%	-
4 Nuevo personal de salud mental	0	0	-	0.00%	-
5 Nuevo profesorado para las nuevas instalaciones	-	-	-	0.00%	-
6 Nuevo personal para limpieza.	117,415	117,415	-	0.00%	-
7 COLA	-	-	-	0.00%	-
8 Temporario	17,255	(367,709)	384,964	2231.03%	34,401.07
<b>9 TOTAL PERSONNEL (Object class 6a)</b>	<b>4,253,728</b>	<b>665,176</b>	<b>3,588,552</b>	<b>84.36%</b>	<b>281,852.94</b>
<b>10 b. BENEFICIOS SUPLEMENTARIOS (Clasificación de objeto 6b)</b>					
11 Permanente	2,592,703	281,179	2,311,524	89.15%	175,406.02
12 Nuevo personal para el número de casos	-	-	-	0.00%	-
13 Nuevo personal de salud mental	(0)	(0)	-	0.00%	-
14 Nuevo profesorado para las nuevas instalaciones	-	-	-	0.00%	-
15 Nuevo personal para limpieza.	0	0	-	0.00%	-
16 COLA	77,494	77,494	-	0.00%	-
17 Temporario	2,141	2,141	-	0.00%	-
<b>18 BENEFICIOS SUPLEMENTARIOS TOTALES (6b)</b>	<b>2,672,338</b>	<b>360,814</b>	<b>2,311,524</b>	<b>86.50%</b>	<b>175,406.02</b>
<b>19 c. EQUIPO (Clasificación de objeto 6c)</b>					
20 1. Equipo de oficina	-	(828)	828	0.00%	-
21 2. Equipo de seguridad y salud de emergencia	-	-	-	0.00%	-
22 3. Compra de vehículo	-	-	-	0.00%	-
23 4. Puesta en marcha de equipos de seguridad	710,000	710,000	-	0.00%	-
<b>24 EQUIPO TOTAL (6c)</b>	<b>710,000</b>	<b>709,172</b>	<b>828</b>	<b>0.12%</b>	
<b>25 d. ARTICULOS (Clasificación de objeto 6d)</b>					
26 1. Artículos de Oficina	86,528	27,507	59,021	68.21%	2,034.91
27 2. Artículos de Home Base para EHS	34,127	1,166	32,961	96.58%	1,922.79
28 3. Artículos para Servicios de Comida	-	-	-	0.00%	-
29 4. Artículos Misceláneos	-	-	-	0.00%	-
30 Artículos de transición	14,000	11,748	2,252	16.09%	-
31 Artículos de computadora, reemplazos, actualización de software	85,867	48,582	37,285	43.42%	-
32 Artículos de salud y seguridad	1,589	1,589	-	0.00%	-
33 Artículos de discapacidades de salud mental	35,000	35,000	-	0.00%	-
34 Artículos de misceláneos	2,100	(44,896)	46,996	2237.91%	968.50
35 Artículos de emergencia	2,214	2,214	-	0.00%	-
36 Artículos de familiar	1,358	(66)	1,424	104.84%	-
37 Costos de salud y bienestar de los empleados	7,000	3,914	3,086	44.09%	-
<b>38 TOTAL DE ARTICULOS (Clasificación de objeto 6d)</b>	<b>269,783</b>	<b>86,758</b>	<b>183,025</b>	<b>67.84%</b>	<b>968.50</b>
<b>39 e. Viajar (Clasificación de objeto 6e)</b>					
40 1. Viajes fuera de la ciudad	24,157	(398)	24,555	101.65%	7,083.22
41 EHS personal	-	-	-	0.00%	-
42 EHS Padres	-	-	-	0.00%	-
<b>43 VIAJES TOTALES (6e)</b>	<b>24,157</b>	<b>(398)</b>	<b>24,555</b>	<b>101.65%</b>	<b>7,083.22</b>
<b>44 g. CONSTRUCCIÓN (Clasificación de objeto 6g)</b>					
45 1. Nueva construcción	-	-	-	0.00%	-
46 2. Renovación importante-GM Start up	1,308,372	1,308,372	-	0.00%	-
47 3. Adquisición (Buildings/Modular Units)	-	-	-	0.00%	-
<b>48 TOTAL DE CONSTRUCCIÓN (6g)</b>	<b>1,308,372</b>	<b>1,308,372</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>
<b>49 h. MISCELÁNEO (Clasificación de objeto 6h)</b>					
50 1. Costo de Ocupación del Edificio/Renta	335,002	(95,272)	430,274	128.44%	52,187.17
51 2. Utilidades, Teléfono	10,433	(95,019)	105,452	1010.72%	8,651.96
52 3. Seguro de responsabilidad civil infantil y de construcción	2,993	1,308	1,685	56.29%	-
53 4. Mantenimiento/repación de edificios y otros costos de ocupación	612,738	(51,255)	663,994	108.36%	72,065.93
54 5. Viajes Locales	2,642	(10,955)	13,596	514.68%	3,693.86
55 6. Servicios Nutritivos	-	-	-	0.00%	-
56 Costo Nutritivo para Niños	301,472	215,139	86,333	28.64%	1,625.65
57 Reembolso de CACFP & USDA	(110,877)	21,376	(132,253)	119.28%	(33,531.00)
58 7. Servicios de Padres	-	-	-	0.00%	-
59 Registración de Conferencias para Padres (incluyendo comida/lugar)	-	-	-	0.00%	-
60 Recursos para Padres, Libros del Ser Padre , Videos	-	-	-	0.00%	-
61 PC Orientation, Trainings , materials and translation (including food/venue)	21,000	16,956	4,044	19.26%	1,577.10
62 Policy Council Meetings - (including food/venue)	-	(8,968)	8,968	#DIV/0!	-
63 Male Involvement Activities	-	-	-	#DIV/0!	-

64	PC Orientación, Formación, Materiales, Traducción (incluyendo comida/l	657	657	-	0.00%	-
65	Policy Council Reuniones - (incluyendo comida/lugar)	111	111	-	0.00%	-
66	Actividades de Padres	-	-	-	0.00%	-
67	Actividades de Padres - Apreciación, placas, broches, certificados, comi	-	-	-	0.00%	-
68	Reembolso para el cuidado de niños/Millas	-	-	-	0.00%	-
69	Controladores auditores	5,908	4,408	1,499	25.38%	-
70	Proceso de datos	80,188	(65,746)	145,934	181.99%	19,093.51
71	Publicaciones/Publicidad/Impresión	-	-	-	0.00%	-
72	Divulgación - Imprenta	2,100	2,100	-	0.00%	-
73	anuncio de reclutamiento	21,300	(11,700)	33,000	154.93%	-
74	Capacitación o desarrollo del personal	-	-	-	0.00%	-
75	Desarrollo del personal, formación, salud, seguridad(incluyendo comida/lu	-	(11,965)	11,965	0.00%	-
76	Mental Health, Disabilities, Health and Safety Training	-	-	-	0.00%	-
77	Educación, plan de estudios, desarrollo del personal	-	-	-	0.00%	-
78	Envolvramiento de padres, familia y comunidad (incluyendo comida/lug	35,000	35,000	-	0.00%	-
79	(T/TA includes Mandatory trainings, Conferences and Trainings by Conter	175,000	147,319	27,681	15.82%	8,573.14
80	Agency Memberships (WIPFLI, Meeting Fees, NHSA, NAEYC)	58,419	58,225	193	0.33%	-
81	11. Misceláneo	-	-	-	0.00%	-
82	Guardia de seguridad de centros	196,204	134,886	61,318	31.25%	9,255.23
83	Servicios de limpieza	(0)	(42,686)	42,686	-	-
84	Reparación y mantenimiento de vehículos	94,060	5,390	88,670	94.27%	7,838.56
85	Mantenimiento Reparación y Renta de equipos	36,255	18,650	17,605	48.56%	-
86	Dept of Health and Human Services - 211 Data Base (CCC)	9,881	8,760	1,121	11.34%	-
87	Otros gastos operativos (Hechos administrativos y otros administrativos)	154,995	68,333	86,662	55.91%	1,728.98
88	Salud y seguridad (Mejora del programa/COVID)	-	-	-	0.00%	-
89	Servicios integrales State Child Development Program	-	-	-	-	-
90		2,045,480	345,053	1,700,427	83.13%	152,760.09
91	<b>i. CONTRACTUAL (Object Class 6i)</b>					
92	1. Servicios Administrativos (e.j., Legal, Contabilidad, Contratos Temporero)	-	(1,309)	1,309	0.00%	-
93	2. Servicios de Salud/Inhabilidad	-	-	-	0.00%	-
94	Consultor de Salud (LVN \$78,050)	57,365	18,475	38,890	67.79%	4,704.00
95	Pasante de salud mental	-	-	-	0.00%	-
96	Otros costos de servicios de salud mental	0	0	-	0.00%	-
97	Ingresos estimados Medi-Cal (Org 1432 - credit)	-	-	-	0.00%	-
98	Consultor de Salud (LVN)	-	(1,680)	1,680	0.00%	-
99	Consultor de Head Start	-	-	-	0.00%	-
100	3. Servicios de Comida	-	-	-	0.00%	-
101	4. Entrenamiento y Asistencia Técnica	-	-	-	0.00%	-
102	One Solution Technology	62,979	8,861	54,118	0.00%	3,120.00
103	Capacitaciones/seminarios/talleres de liderazgo	124,679	114,005	10,674	8.56%	-
104	Conferencia/Capacitaciones	24,834	24,834	-	0.00%	-
105	Credencial de Desarrollo Familiar	43,293	42,179	1,114	2.57%	-
106	5. Costos de agencia delegada	-	-	-	0.00%	-
107	Costos de agencia delegada - PA22	-	-	-	0.00%	-
108	Costos de agencia delegada - PA20	-	-	-	0.00%	-
109	6. Otros contratos - Compañeros	0	0	-	0.00%	-
110	Otros contratos	-	-	-	0.00%	-
111	Tutoría	6,000	3,775	2,225	37.09%	-
112	Cocokids	-	-	-	0.00%	-
113	Crossroads	-	-	-	0.00%	-
114	KinderCare	222,561	95,337	127,224	57.16%	41,261.88
115	Martinez ECC	-	-	-	0.00%	-
116	Tiny Toes	85,022	27,236	57,786	67.97%	10,835.25
117	YMCA (West)	1,302,565	1,302,565	-	0.00%	-
118	YMCA (East)	-	(1,116,283)	1,116,283	0.00%	129,606.28
119	FB (East Leland/Kids Castle/Belshaw)	-	-	-	-	-
120	FB (Fairgrounds/Lone Tree)	-	-	-	-	-
121	Practice Based Coaching/Classroom Observation	69,298	28,879	40,419	58.33%	12,788.75
122	Teacher Recruitment	55,300	11,355	43,945	79.47%	-
123	Demógrafo	17,500	2,152	15,348	87.70%	-
124	CLOUDs	274,137	135,817	138,320	50.46%	-
125	<b>TOTAL DE CONTRATOS (6f)</b>	<b>2,345,534</b>	<b>696,198</b>	<b>1,649,336</b>	<b>70.32%</b>	<b>202,316.16</b>
126	<b>i. TOTAL DE CARGOS DIRECTOS (6a-6h)</b>	<b>13,629,391</b>	<b>4,171,145</b>	<b>9,458,247</b>	<b>69.40%</b>	<b>824,344.63</b>
127	<b>j. CARGOS INDIRECTOS</b>	<b>813,865</b>	<b>(28,585)</b>	<b>842,450</b>	<b>103.51%</b>	<b>18,505.02</b>
128	<b>k. TOTAL (CATEGORIAS DEL PRESUPUESTO)</b>	<b>14,443,257</b>	<b>4,142,560</b>	<b>10,300,697</b>	<b>71.32%</b>	<b>842,849.65</b>
127	<i>Donación de mercancías y servicios</i>	<i>3,601,166</i>	<i>1,025,992</i>	<i>2,575,174</i>	<i>71.51%</i>	<i>210,712.41</i>

CONTRA COSTA COUNTY - COMMUNITY SERVICES BUREAU

2024 EARLY HEAD START PROGRAM

BUDGET PERIOD SEPTEMBER 2024 - JUNE 2025

AS OF June 2025

1	2	3	4	5	
				Should be 100.00%	
DESCRIPTION	Total Budget	Remaining Budget	Total YTD Actual	% YTD	Jun-25
a. PERSONNEL	1,149,467	87,306	1,062,160	92.40%	99,909
b. FRINGE BENEFITS	725,196	(38,680)	763,877	105.33%	66,986
c. EQUIPMENT	-	-	-	-	
d. SUPPLIES	102,765	23,377	79,388	77.25%	2,629
e. TRAVEL	10,353	(1,920)	12,273	118.55%	3,970
f. CONSTRUCTION	-	-	-	-	
g. OTHER	729,091	342,824	386,268	52.98%	19,272
h. CONTRACTUAL	2,976,030	427,747	2,548,283	85.63%	494,880
<b>i. TOTAL DIRECT CHARGES</b>	<b>5,692,902</b>	<b>840,653</b>	<b>4,852,249</b>	<b>85.23%</b>	<b>687,646</b>
j. INDIRECT COSTS	220,236	(19,015)	239,251	108.63%	5,654
<b>k. TOTAL-ALL BUDGET CATEGORIES</b>	<b>5,913,138</b>	<b>821,638</b>	<b>5,091,500</b>	<b>86.10%</b>	<b>693,300</b>
<i>In-Kind (Non-Federal Share)</i>	<i>2,299,821</i>	<i>215,057</i>	<i>1,272,875</i>	<i>85.55%</i>	<i>173,325</i>

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**CONTRA COSTA COUNTY - COMMUNITY SERVICES BUREAU**

**2024 EARLY HEAD START PROGRAM  
BUDGET PERIOD SEPTEMBER 2024 - JUNE 2025**

**AS OF June 2025**

1	2	3	4	5	June
	Total Budget	Remaining Budget	Total YTD Actual	Should be 100% % YTD	2025
<b>1 a. PERSONNEL (Object Class 6a)</b>					
2 Permanent (staff)	1,032,768	9,659	1,023,108	99%	92,275.23
3 New Staff for Caseload	-	-	-		-
4 New Mental Health Staff	0	0	-		-
5 New Teaching Staff for new Facility	-	-	-		-
6 New Staff for Cleaning	0	0	-		-
7 COLA	116,698	116,698	-		-
8 Temporary (staff)	-	(39,052)	39,052	0%	7,634.21
<b>9 TOTAL PERSONNEL (6a)</b>	<b>1,149,467</b>	<b>87,306</b>	<b>1,062,160</b>	<b>92%</b>	<b>99,909.44</b>
<b>10 b. FRINGE BENEFITS (Object Class 6b)</b>					
11 Permanent Staff	648,175	(115,702)	763,877	118%	66,985.75
12 New Staff for Caseload	-	-	-		-
13 New Mental Health Staff	0	0	-		-
14 New Teaching Staff for new Facility	-	-	-		-
15 New Staff for Cleaning	0	0	-		-
16 COLA	77,021	77,021	-	0%	-
17 Temporary Staff	-	-	-		-
<b>18 TOTAL FRINGE (6b)</b>	<b>725,196</b>	<b>(38,680)</b>	<b>763,877</b>	<b>105%</b>	<b>66,985.75</b>
<b>19 c. EQUIPMENT (Object Class 6d)</b>					
20 1. Office Equipment	-	-	-	0%	-
21 2. Emergency Health and Safety Equipment	-	-	-		-
22 3. Vehicle Purchase	-	-	-		-
23 4. Security Equipment-Start up	-	-	-		-
<b>24 TOTAL EQUIPMENT (6c)</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>
<b>25 d. SUPPLIES (Object Class 6e)</b>					
26 1. Office Supplies	24,227	(10,407)	34,634	143%	1,357.66
27 2. Child and Family Services Supplies	14,626	(7,523)	22,149		0.87
28 3. Food Services Supplies	-	-	-		-
29 4. Other Supplies	-	-	-		-
30 Transition Supplies	6,000	4,920	1,080	18%	-
31 Computer Supplies, Software Upgrades, Computer Replacements	36,800	36,562	238	1%	-
32 Health/Safety Supplies	681	680	1	0%	-
33 Mental Health/Disabilities Supplies	15,000	15,000	-		-
34 Miscellaneous Supplies	900	(19,068)	19,968	2219%	179.21
35 Emergency Supplies	948	948	-		-
37 Household Supplies	583	355	228	39%	-
37 Employee Health and Welfare costs	3,000	1,909	1,091	36%	1,090.91
<b>38 TOTAL SUPPLIES (6d)</b>	<b>102,765</b>	<b>23,377</b>	<b>79,388</b>	<b>77%</b>	<b>2,628.65</b>
<b>39 e. Travel (Object Class 6c)</b>					
40 1. Out-of-Town Travel	10,353	(1,920)	12,273	119%	3,969.85
41 EHS Staff	-	-	-		-
42 EHS Parents	-	-	-		-
<b>43 TOTAL TRAVEL (6e)</b>	<b>10,353</b>	<b>(1,920)</b>	<b>12,273</b>	<b>119%</b>	<b>3,969.85</b>
<b>44 f. CONSTRUCTION (Object Class 6f)</b>					
45 1. New Construction	-	-	-	0%	-
46 2. Major Renovation-GM Start up	-	-	-		-
47 3. Acquisition of Buildings/Modular Units	-	-	-		-
<b>48 TOTAL CONSTRUCTION (6f)</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>
<b>49 g. OTHER (Object Class 6g)</b>					
50 1. Building occupancy Costs/Rents & Leases	137,858	71,774	66,084	48%	9,760.72
51 2. Utilities, Telephone	549	(33,145)	33,694	6134%	2,055.68
52 3. Building & Child Liability Insurance	1,282	1,282	-		-
53 4. Building Maintenance/Repair and Other Occupancy Costs	138,174	(2,750)	140,924	102%	5,228.97
54 5. Local Travel	1,133	(5,877)	7,010	619%	461.81
55 6. Nutrition Services	-	-	-		-
56 Child Nutrition Costs	129,243	101,069	28,174	22%	530.99
57 USDA and CACFP Reimbursements	(47,519)	(4,077)	(43,442)		(10,947.00)
58 7. Parent Services	-	-	-		-
59 Parent Conference Registration/Trainings (including food/venue)	-	-	-		-

60	Parent Resources (Parenting Books, Videos, etc.)	-	-	-	-	-
61	PC Orientation, Trainings , materials and translation (including food/ver	9,000	7,182	1,818	20%	-
62	Policy Council Meetings - (including food/venue)	-	(1,851)	1,851	-	-
63	Male Involvement Activities	-	-	-	-	-
64	Parent Activities-Sites, PC, BOS luncheon & Appreciation (incl.food/vei	281	281	-	-	-
65	Child Care/Mileage Reimbursement	47	47	-	-	-
66	8. Accounting & Legal Services	-	-	-	-	-
67	Audit	-	-	-	-	-
68	Legal (County Council)	-	-	-	-	-
69	Auditor Controllers	2,531	2,531	-	-	-
70	Data Processing	20,848	(18,234)	39,082	187%	4,338.69
71	9. Publications/Advertising/Printing	-	-	-	-	-
72	Outreach - Printing	900	900	-	-	-
73	Recruitment Advertising (e.g. Websites, Digital Marketing)	9,129	(17,871)	27,000	296%	-
74	10. Training or Staff Development	-	-	-	-	-
75	Staff Development for various trainings, Health and Safety etc(including	-	-	-	-	-
76	Mental Health, Disabilities, Health and Safety Training	-	-	-	-	-
77	Education Curriculum, and Staff Development	-	-	-	-	-
78	Family, Community and Parent Engagement (including.food/venue)	15,000	13,973	1,027	7%	538.50
79	(T/TA includes Mandatory trainings, Conferences and Trainings by Con	75,000	65,339	9,661	13%	3,788.30
80	Agency Memberships (WIPFLI, Meeting Fees, NHSA, NAEYC)	25,037	18,102	6,934	28%	-
81	11. Other	-	-	-	-	-
82	Site Security Guards	84,088	68,834	15,254	18%	2,397.68
83	Cleaning Services	0	0	-	-	-
84	Vehicle Operating/ Maintenance and Repair	40,311	16,407	23,905	59%	943.43
85	Equipment Maintenance Repair and Rental	15,538	7,291	8,246	53%	-
86	Dept of Health and Human Services - 211 Data Base	4,234	4,234	-	-	-
87	Other Operating Expenses (CSD Admin/Facs Mgt. Allocation)	66,425	47,380	19,045	29%	174.56
88	Health and Safety (Program Improvement Grant/Covid)	-	-	-	-	-
89	Comprehensive Services with State Child Development Program	-	-	-	-	-
90	<b>TOTAL OTHER (6g)</b>	<b>729,091</b>	<b>342,824</b>	<b>386,268</b>	<b>53%</b>	<b>19,272.33</b>
91	<b>h. CONTRACTUAL (Object Class 6h)</b>	-	-	-	0%	-
92	1. Adm Svcs (e.g., Legal, Accounting Temp Help)	-	-	-	-	-
93	2. Health/Disabilities Services	-	-	-	-	-
94	Health Consultant (LVN \$78,050)	24,587	1,894	22,693	92%	2,016.00
95	Mental Health Intern	-	-	-	-	-
96	Other Mental Health Services Costs	(0)	(0)	-	-	-
97	Estimated Medical Revenue from Medi-Cal (Org 1432 - credit)	-	-	-	-	-
98	Health Consultant (LVN)	-	(3,360)	3,360	-	-
99	Head Start Consultant	-	-	-	-	-
100	3. Food Services	-	-	-	-	-
101	4. Training & Technical Assistance	-	-	-	-	-
102	One Solution Technology	26,991	(51,809)	78,800	292%	-
103	Leadership Trainings/Seminars/Workshop	53,434	33,053	20,381	38%	3,040.00
104	Conferences/Trainings	10,643	10,199	445	4%	-
105	Family Development Credential	18,554	14,099	4,455	24%	-
109	6. Other Contracts - Partners	(0)	(0)	-	-	-
110	Other Contracts	-	-	-	-	-
111	Tutoring	4,000	2,367	1,633	41%	-
112	Cocokids	-	-	-	-	-
113	Crossroads	158,932	53,428	105,504	66%	18,050.76
114	KinderCare	593,514	230,207	363,307	61%	96,557.74
115	Martinez ECC	1,354,951	98,798	1,256,153	93%	291,001.30
116	Tiny Toes	65,573	24,873	40,700	62%	7,078.15
117	YMCA (West)	467,544	467,544	-	-	-
118	YMCA (East)	-	(580,379)	580,379	0%	69,043.13
119	FB (East Leland/Kids Castle/Belshaw)	-	-	-	-	-
120	FB (Fairgrounds/Lone Tree)	-	-	-	-	-
121	Practice Based Coaching/Classroom Observation	29,699	(2,032)	31,731	107%	6,513.75
122	Teacher Recruitment	23,700	(5,754)	29,454	124%	1,579.56
123	Demographer	7,500	(1,749)	9,249	123%	-
124	CLOUDs	136,409	136,367	41	0%	-
125	<b>TOTAL CONTRACTUAL (6h)</b>	<b>2,976,030</b>	<b>427,747</b>	<b>2,548,283</b>	<b>86%</b>	<b>494,880.39</b>
126	<b>i. TOTAL DIRECT CHARGES (6a-6h)</b>	<b>5,692,902</b>	<b>840,653</b>	<b>4,852,249</b>	<b>85%</b>	<b>687,646.40</b>
127	<b>j. INDIRECT COSTS</b>	<b>5,913,138</b>	<b>(19,015)</b>	<b>239,251</b>	<b>86%</b>	<b>5,653.87</b>
128	<b>k. TOTALS (ALL BUDGET CATEGORIES)</b>	<b>5,913,138</b>	<b>821,638</b>	<b>5,091,500</b>	<b>86%</b>	<b>693,300.27</b>
	<b>Non Federal Share</b>	<b>1,487,932</b>	<b>215,057</b>	<b>1,272,875</b>	<b>86%</b>	<b>173,325.07</b>

## CONDADO DE CONTRA COSTA – BURÓ DE SERVICIOS A LA COMUNIDAD

## 2024 PROGRAMA DE EARLY HEAD START

PERÍODO PRESUPUESTARIO SEPTIEMBRE 2025 - JUNIO 2025

A PARTIR DE JUNIO 2025

1	2	3	4	5	
				Should be 100%	
DESCRIPCIÓN	PRESUPUESTO TOTAL	PRESUPUESTO RESTANTE	TOTAL REAL HASTA LA FECHA	PORCENTAJ E DEL AÑO HASTA LA FECHA	Junio 2025
a. PERSONAL	1,149,467	87,306	1,062,160	92.40%	99,909
b. BENEFICIOS SUPLEMENTARIOS	725,196	(38,680)	763,877	105.33%	66,986
c. EQUIPO	-	-	-	0.00%	
d. ARTICULOS DE OFICINA	102,765	23,377	79,388	77.25%	2,629
e. VIAJES	10,353	(1,920)	12,273	118.55%	3,970
g. CONSTRUCCIÓN	-	-	-	0.00%	
h. MISCELÁNEO	729,091	342,824	386,268	52.98%	19,272
f. CONTRATOS	2,976,030	427,747	2,548,283	85.63%	494,880
	-	-	-		
<b>i. TOTAL DE CARGOS DIRECTOS</b>	<b>5,692,902</b>	<b>840,653</b>	<b>4,852,249</b>	<b>85.23%</b>	<b>687,646</b>
	-	-	-		
j. CARGOS INDIRECTOS	220,236	(19,015)	239,251	108.63%	5,654
	-	-	-		
<b>k. TOTAL-CATEGORIAS DEL PRESUP</b>	<b>5,913,138</b>	<b>821,638</b>	<b>5,091,500</b>	<b>86.10%</b>	<b>693,300</b>
	-	-	-		
<i>Donación de mercancías y servicios (In-</i>	<i>2,299,821</i>	<i>215,057</i>	<i>1,272,875</i>	<i>85.55%</i>	<i>173,325</i>

## CONDADO DE CONTRA COSTA – BURÓ DE SERVICIOS A LA COMUNIDAD

2024 PROGRAMA DE EARLY HEAD START  
PERÍODO PRESUPUESTARIO SEPTIEMBRE 2024 - JUNIO 2025

A PARTIR DE JUNIO 2025

1	2	3	4	5	
				Should be 100%	
				PORCENTAJ E DEL AÑO	Junio
	PRESUPUEST O TOTAL	PRESUPUEST O RESTANTE	TOTAL REAL HASTA LA FECHA	HASTA LA FECHA	Jun-25
<b>1 a. PERSONAL (Clasificación de objeto 6a)</b>					
2 Permanente	1,032,768	9,659	1,023,108	99%	92,275
3 Nuevo personal para el número de casos	-	-	-		-
4 Nuevo personal de salud menta	0	0	-		-
5 Nuevo profesorado para las nuevas instalaciones	-	-	-		-
6 Nuevo personal para limpieza.	0	0	-		-
7 COLA	116,698	116,698	-		-
8 Temporario	-	(39,052)	39,052	0%	7,634
<b>PERSONAL TOTAL (6a)</b>	<b>1,149,467</b>	<b>87,306</b>	<b>1,062,160</b>	<b>92%</b>	<b>99,909</b>
<b>10 b. BENEFICIOS SUPLEMENTARIOS (Clasificación de objeto 6b)</b>					
11 Permanente	648,175	(115,702)	763,877	118%	66,986
12 Nuevo personal para el número de casos	-	-	-		-
13 Nuevo personal de salud menta	0	0	-		-
14 Nuevo profesorado para las nuevas instalaciones	-	-	-		-
15 Nuevo personal para limpieza.	0	0	-		-
16 COLA	77,021	77,021	-	0%	-
17 Temporario	-	-	-		-
<b>BENEFICIOS SUPLEMENTARIOS TOTALES (6b)</b>	<b>725,196</b>	<b>(38,680)</b>	<b>763,877</b>	<b>105%</b>	<b>66,986</b>
<b>19 c. EQUIPO (Clasificación de objeto 6c)</b>					
20 1. Equipo de oficina	-	-	-	0%	-
21 2. Equipo de seguridad y salud de emergencia	-	-	-		-
22 3. Compra de vehículo	-	-	-		-
<b>4. Puesta en marcha de equipos de seguridad</b>	-	-	-		-
<b>EQUIPO TOTAL (6c)</b>	-	-	-		-
<b>25 d. ARTICULOS (Clasificación de objeto 6d)</b>					
26 1. Artículos de Oficina	24,227	(10,407)	34,634	143%	1,358
27 2. Artículos de Home Base para EHS	14,626	(7,523)	22,149	151%	1
28 3. Artículos para Servicios de Comida	-	-	-		-
29 4. Artículos Misceláneos	-	-	-		-
30 Artículos de transición	6,000	4,920	1,080	18%	-
31 Artículos de computadora, reemplazos, actualización de software	36,800	36,562	238	1%	-
32 Artículos de salud y seguridad	681	680	1.26	0%	-
33 Artículos de discapacidades de salud mental	15,000	15,000	-		-
34 Artículos de misceláneos	900	(19,068)	19,968	2219%	179
35 Artículos de emergencia	948	948	-		-
36 Artículos de familiar	583	355	228	39%	-
37 Costos de salud y bienestar de los empleados	3,000	1,909	1,091	36%	1,091
<b>TOTAL DE ARTICULOS (Clasificación de objeto 6d)</b>	<b>102,765</b>	<b>23,377</b>	<b>79,388</b>	<b>77%</b>	<b>2,629</b>
<b>39 e. Viajar (Clasificación de objeto 6e)</b>					
40 1. Viajes fuera de la ciudad	10,353	(1,920)	12,273	119%	3,970
41 EHS personal	-	-	-		-
42 EHS Padres	-	-	-		-
<b>VIAJES TOTALES (6e)</b>	<b>10,353</b>	<b>(1,920)</b>	<b>12,273</b>	<b>119%</b>	<b>3,970</b>
<b>44 f. CONSTRUCCIÓN (Clasificación de objeto 6f)</b>					
45 1. Nueva construccion	-	-	-	0%	-
<b>2. Renovación importante-GM Start up</b>	-	-	-		-
47 3. Adquisición (Buildings/Modular Units)	-	-	-		-
<b>TOTAL DE CONSTRUCCIÓN (6f)</b>	-	-	-		-
<b>49 g. MISCELÁNEO (Clasificación de objeto 6g)</b>					
50 1. Costo de Ocupación del Edificio/Renta	137,858	71,774	66,084	48%	9,761
51 2. Utilidades, Teléfono	549	(33,145)	33,694	6134%	2,056
52 <b>3. Seguro de responsabilidad civil infantil y de construcción</b>	1,282	1,282	-		-
53 <b>4. Mantenimiento/repación de edificios y otros costos de ocupación</b>	138,174	(2,750)	140,924	102%	5,229
54 5. Viajes Locales	1,133	(5,877)	7,010	619%	462
55 6. Servicios Nutritivos	-	-	-		-
56 Costo Nutritivo para Niños	129,243	101,069	28,174	22%	531
57 Reembolso de CACFP & USDA	(47,519)	(4,077)	(43,442)		(10,947)
58 7. Servicios de Padres	-	-	-		-
59 Registración de Conferencias para Padres (incluyendo comida/lugar)	-	-	-		-

60	Recursos para Padres, Libros del Ser Padre , Videos	-	-	-	-	-
61	PC Orientación, Formación, Materiales, Traducción (incluyendo comida/lugar)	9,000	7,182	1,818	20%	-
62	Policy Council Reuniones - (incluyendo comida/lugar)	-	(1,851)	1,851	#DIV/0!	-
63	Actividades de Padres	-	-	-	-	-
64	Actividades de Padres - Apreciación, placas, broches, certificados, comida	281	281	-	-	-
65	Reembolso para el cuidado de niños/Millas	47	47	-	-	-
66	8. Servicios de Contabilidad y Legal	-	-	-	-	-
67	Audit	-	-	-	-	-
68	Legal (County Council)	-	-	-	-	-
69	Contadores de Auditoria	2,531	2,531	-	-	-
70	Servicios de procesamientos de datos	20,848	(18,234)	39,082	187%	4,339
71	9. Publicaciones/Anuncios/Imprenta	-	-	-	-	-
72	Outreach - Impresión	900	900	-	-	-
73	Costo de expansión - propaganda	9,129	(17,871)	27,000	296%	-
74	10. Entrenamiento y Desarrollo de Empleados	-	-	-	-	-
75	Desarrollo del personal, formación, salud, seguridad(incluyendo comida/lugar)	-	-	-	-	-
76	Mental Health, Disabilities, Health and Safety Training	-	-	-	-	-
77	Educación, plan de estudios, desarrollo del personal	-	-	-	-	-
78	Envolveramiento de padres, familia y comunidad (incluyendo comida/lugar)	15,000	13,973	1,027	7%	539
79	(T/TA includes Mandatory trainings, Conferences and Trainings by Content are	75,000	65,339	9,661	13%	3,788
80	Membresías (WIPFLI, Meeting Fees, NHSA, NAEYC)	25,037	18,102	6,934	28%	-
81	11. Misceláneo	-	-	-	-	-
82	Guardia de seguridad de centros	84,088	68,834	15,254	18%	2,398
83	Servicios de limpieza	0	0	-	-	-
84	Reparación y mantenimiento de vehículos	40,311	16,407	23,905	59%	943
85	Mantenimiento Reparación y Renta de equipos	15,538	7,291	8,246	53%	-
86	Departamento de salud y servicios humanos	4,234	4,234	-	-	-
87	Otros gastos operativos (Hechos administrativos y otros administrativos)	66,425	47,380	19,045	29%	175
88	Salud y seguridad (Mejora del programa/COVID)	-	-	-	-	-
89	Servicios integrales State Child Development Program	-	-	-	-	-
90	<b>TOTAL DE MISCELÁNEO (6g)</b>	<b>729,091</b>	<b>342,824</b>	<b>386,268</b>	<b>53%</b>	<b>19,272</b>
91	<b>h. CONTRATOS (Clasificación de objeto 6h)</b>	-	-	-	0%	-
92	1. Servicios Administrativos (e.j., Legal, Contabilidad, Contratos Temporero)	-	-	-	-	-
93	2. Servicios de Salud/Inhabilidad	-	-	-	-	-
94	Consultor de Salud (LVN \$78,050)	24,587	1,894	22,693	92%	2,016
95	Pasante de salud mental	-	-	-	-	-
96	Otros costos de servicios de salud mental	(0)	(0)	-	-	-
97	Ingresos estimados Medi-Cal (Org 1432 - credit)	-	-	-	-	-
98	Consultor de Salud (LVN)	-	(3,360)	3,360	-	-
99	Consultor de Head Start	-	-	-	-	-
100	3. Servicios de Comida	-	-	-	-	-
101	4. Entrenamiento y Asistencia Técnica	-	-	-	-	-
102	One Solution Technology	26,991	(51,809)	78,800	292%	-
103	Capacitaciones/seminarios/talleres de liderazgo	53,434	33,053	20,381	38%	3,040
104	Conferencia/Capacitaciones	10,643	10,199	445	4%	-
105	Credencial de Desarrollo Familiar	18,554	14,099	4,455	24%	-
109	6. Otros contratos - Compañeros	(0)	(0)	-	-	-
110	Otros contratos	-	-	-	-	-
111	Tutoría	4,000	2,367	1,633	41%	-
112	Cocokids	-	-	-	-	-
113	Crossroads	158,932	53,428	105,504	66%	18,051
114	KinderCare	593,514	230,207	363,307	61%	96,558
115	Martinez ECC	1,354,951	98,798	1,256,153	93%	291,001
116	Tiny Toes	65,573	24,873	40,700	62%	7,078
117	YMCA (West)	467,544	467,544	-	-	-
118	YMCA (East)	-	(580,379)	580,379	0%	69,043
119	FB (East Leland/Kids Castle/Belshaw)	-	-	-	-	-
120	FB (Fairgrounds/Lone Tree)	-	-	-	-	-
121	Practice Based Coaching/Classroom Observation	29,699	(2,032)	31,731	107%	6,514
122	Teacher Recruitment	23,700	(5,754)	29,454	124%	1,580
123	Demógrafo	7,500	(1,749)	9,249	123%	-
124	CLOUDs	136,409	136,367	41	0%	-
125	<b>TOTAL DE CONTRATOS (6h)</b>	<b>2,976,030</b>	<b>427,747</b>	<b>2,548,283</b>	<b>86%</b>	<b>494,880</b>
126	<b>i. TOTAL DE CARGOS DIRECTOS (6a-6h)</b>	<b>5,692,902</b>	<b>840,653</b>	<b>4,852,249</b>	<b>85%</b>	<b>687,646</b>
127	<b>j. CARGOS INDIRECTOS</b>	<b>220,236</b>	<b>(19,015)</b>	<b>239,251</b>	<b>109%</b>	<b>5,654</b>
128	<b>k. TOTAL (CATEGORÍAS DEL PRESUPUESTO)</b>	<b>5,913,138</b>	<b>821,638</b>	<b>5,091,500</b>	<b>86%</b>	<b>693,300</b>
	<b>Donación de mercancías y servicios</b>	<b>1,487,932</b>	<b>215,057</b>	<b>1,272,875</b>	<b>86%</b>	<b>173,325</b>



### Credit Card Report June 2025

Head Start	
Category	Expenditures
Training & Registration	\$0.00
Misc Services/Supplies	\$0.00
Other Travel Employees	\$7,792.65
Books, Periodicals	\$183.63
Rents & Leases - Property	\$314.06
Educational Supplies	\$0.00
<b>\$8,290.34</b>	

Early Head Start	
Category	Expenditures
Training & Registration	\$0.00
Misc Services/Supplies	\$0.00
Other Travel Employees	\$9,178.55
Books, Periodicals	\$183.64
Rents & Leases - Property	\$314.06
Educational Supplies	\$0.00
<b>\$9,676.25</b>	

**Total** **\$17,966.59**

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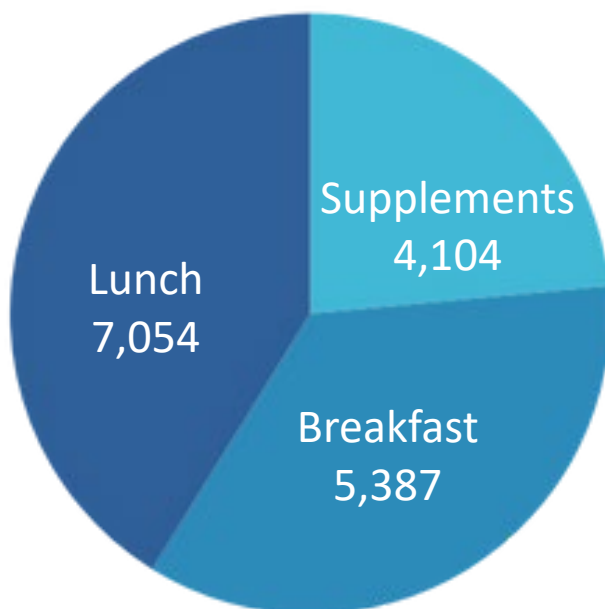
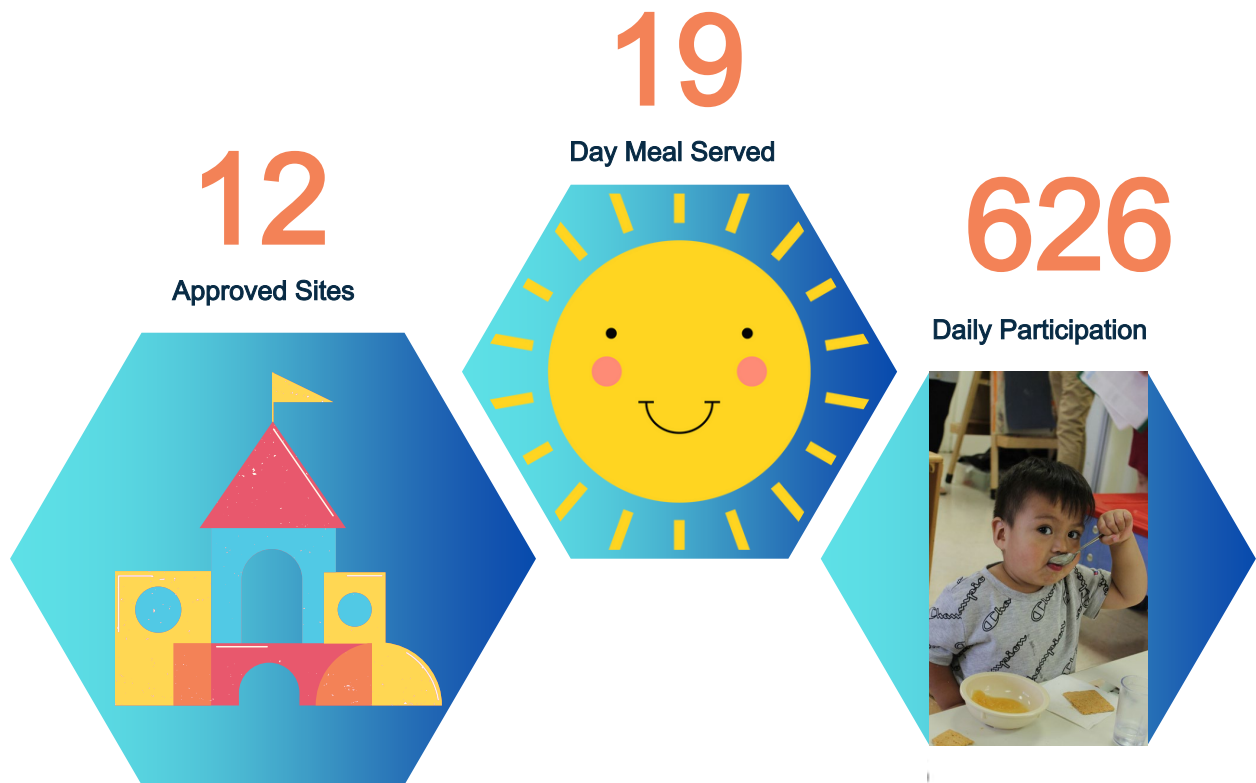
**- Informe de tarjetas de crédito Junio de 2025**

Head Start	
Categoría	Gastos
Capacitación y registro	\$0.00
Servicios/suministros varios	\$0.00
Otros empleados de viajes	\$7,792.65
Libros, Publicaciones periódicas	\$183.63
Alquileres y arrendamientos - Propiedad	\$314.06
Suministros educativos	\$0.00
<b>\$8,290.34</b>	

Early Head Start	
Categoría	Gastos
Capacitación y registro	\$0.00
Servicios/suministros varios	\$0.00
Otros empleados de viajes	\$9,178.55
Libros, Publicaciones periódicas	\$183.64
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Suministros educativos	\$0.00
<b>\$9,676.25</b>	

**Total** **Precio \$17,966.59**

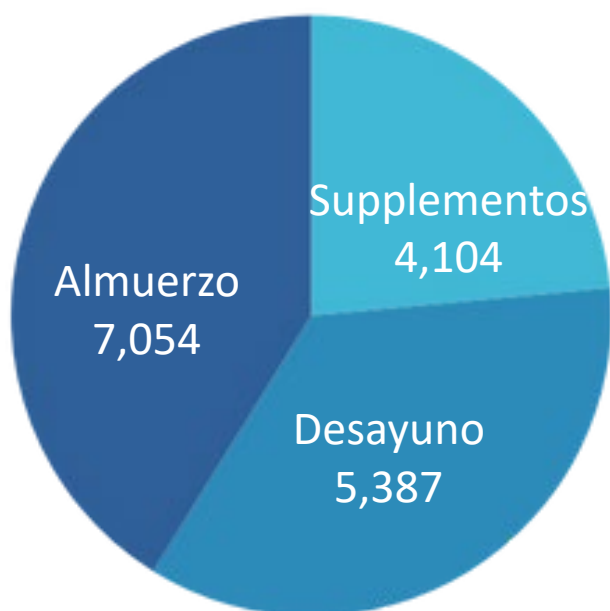
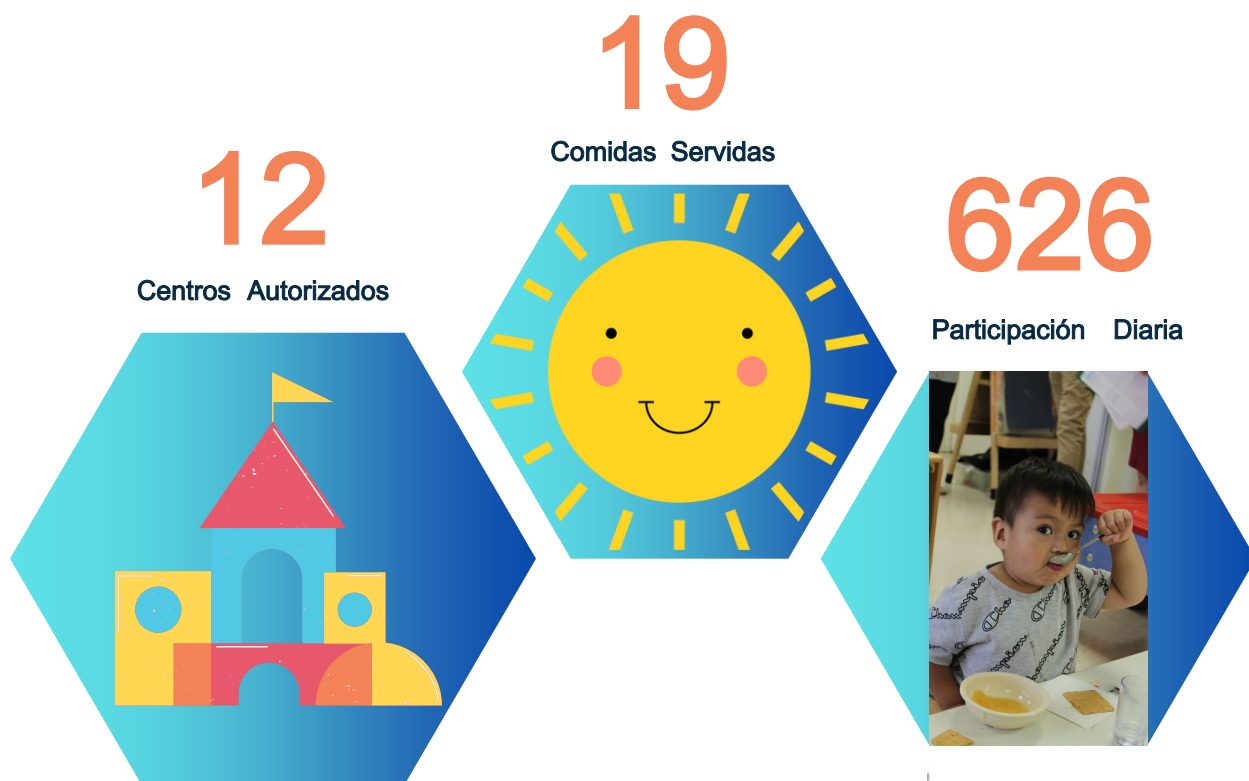
EHSD/CSB  
CHILD NUTRITION FOOD SERVICES  
CHILD and ADULT CARE FOOD PROGRAM MEALS SERVED - FY 2024-2025  
June 2025



TOTAL MEALS  
SERVED  
16,545

TOTAL CLAIMED  
REIMBURSEMENT  
\$ 53,786

EHSD/CSB  
SERVICIOS DE ALIMENTACIÓN DE NUTRICIÓN INFANTIL  
PROGRAMA DE ALIMENTACIÓN PARA EL CUIDADO DE NIÑOS Y ADULTOS-AF 2024-2025  
**Junio 2025**



TOTAL COMIDAS  
SERVIDAS

**16,545**

TOTAL DE RECLAMO  
DE REEMBOLSO

**\$ 53,786**

## AGENDA DEL CONSEJO DE POLÍTICAS

**Grupo/Nombre de la Reunión:** Reunión Consejo de Políticas CSB

**Fecha:** Agosto 20, 2025

**Hora:** 6:00 PM – 8:00 PM

**Lugar de la Reunión:**

- 500 Ellinwood Way, Pleasant Hill

**NUEVO ENLACE SEMINARIO WEB!** Zoom: <https://cccouny-us.zoom.us/j/82379230789> | ID de la Reunión: 823 7923 0789

**Objetivo:** Llevar a Cabo la Reunión Regular Mensual

Tema de la Agenda	Presentador	Tiempo/min
1. Inicio de la Reunión/Bienvenida	Presidenta- Norma Chayrez	2
2. Correspondencia	Secretaria-Tuliisa Miller	5
3. Comentarios de los Asistentes	Público	2
4. Reconocimiento de los Padres al Personal	Presidenta - Norma Chayrez	10
5. ACCIÓN: Aprobar el Calendario de Planificación del CSB para el Año del Programa 2025-2026	Christina Castle-Barber	12
6. ACCIÓN: Aprobación de las Actas del Consejo de Políticas del 21 de mayo de 2025	Secretaria- Tuliisa Miller	7
7. Informes Administrativos (Actualizaciones del Programa, Informes del Programa e Informes Fiscales)	Scott Thompson Amy Wells Ali Vahidizadeh	18
8. Presentación: Resultados de la Encuesta para Padres	Tracy Lewis	10
9. Presentación: 2024 – 2026 Evaluación de la Comunidad	Ayalew Lidete	15
10. Informes de los Subcomités	Representantes de los Subcomités	4
11. Informes de los Centros	Representantes de los Centros	5
12. Reconocimiento del Consejo de Políticas 2024-2025 por ser ésta la última reunión del año del Programa	Scott Thompson	25
13. Anuncios & Informe Temas Estacionamiento	Ana Araujo	3
14. Evaluación de la Reunión	Todos	2



# CONTRA COSTA COUNTY

## Staff Report

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

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**File #:** 25-2383

**Agenda Date:** 8/20/2025

**Agenda #:** 8.

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# 2024-2025 Parent Survey Results

June 18, 2025

CONTRA COSTA COUNTY

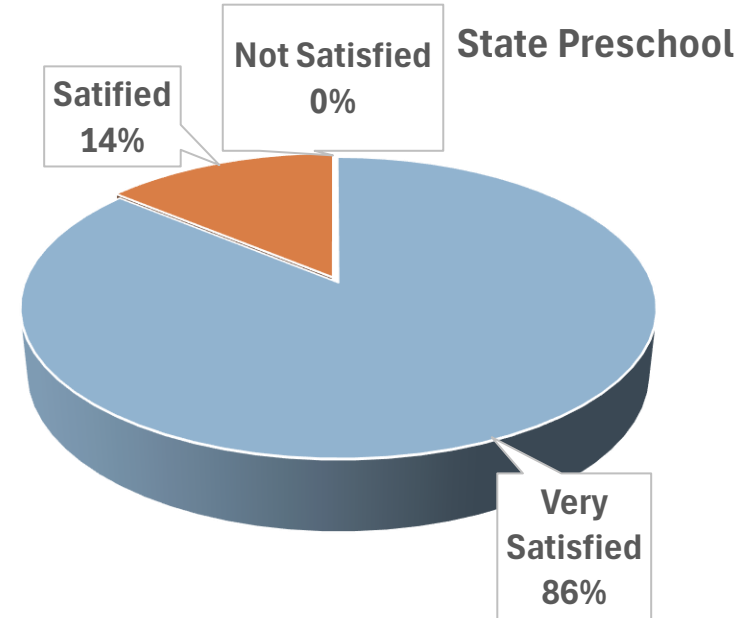
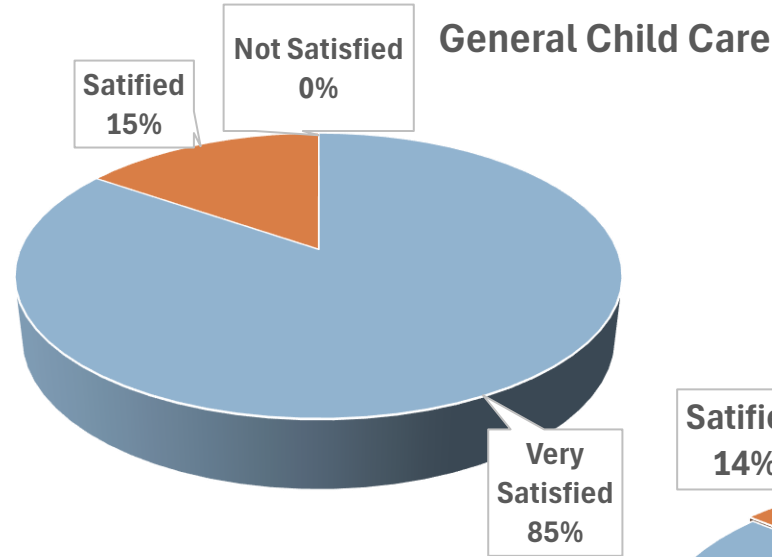
EMPLOYMENT & HUMAN SERVICES

Tracy Lewis, ASAIH  
Community Services Bureau

# About Parent Survey

- Each year CSB's parents are asked to complete a survey to gauge families' satisfaction levels with our services
- Parent Surveys are distributed to all State Funded Centers and CSB's Alternative Payment Program for:
  - General Child Care (CCTR)
  - State Preschool (CSPP)
  - CalWORKs Stage 2
  - California Alternative Payment Program
- The results are reviewed by staff to determine what we are doing well and where are areas we can improve

How  
satisfied are you  
with the  
overall quality  
of the program?





Do you  
feel that your  
child is  
safe and happy  
in the program?

General  
Child Care

Safe

• 100%

Happy

• 93%

State  
Preschool

Safe

• 100%

Happy

• 98%

## General Child Care

How to find other services  
in the community?

• 91%

Schedule of daily  
activities?

• 98%

## State preschool

Experience and Training  
of Program Staff

• 92%

How your child is doing  
in the program?

• 98%

Have you  
received information  
from the  
program about  
the following?

Would you like  
more  
information  
about any topics  
related to your  
child's care and  
development?

“Como ayudar a mi nino en casa;”

*“How children interact with other children”*

*“How my child is developing”      “How to read to my son”*

*“Speech and potty time”*

*“How is my child doing with letters and numbers”*

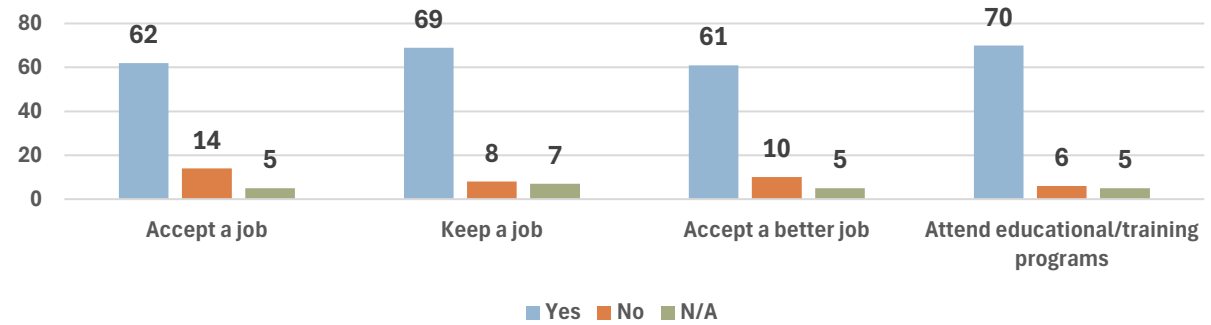
“Como puedo contribuir al desarrollo de mi hija”

*“Speech progression”*

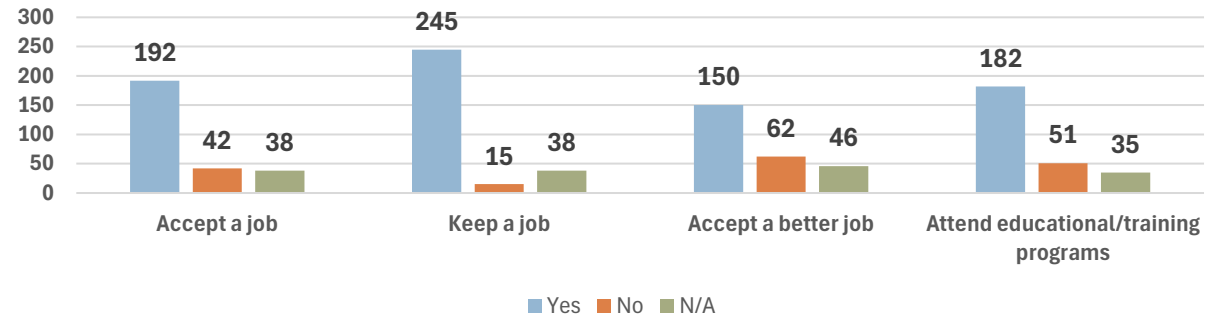
*“Challenging behaviors”*

Has your child's enrollment in this program made it easier for you to:

### General Child Care



### State Preschool





How satisfied are you  
with these  
characteristics of your  
child's program?

## General Child Care

	Very Satisfied	Satisfied	Not Satisfied
<b>A</b> – Hours of operation	63	26	
<b>B</b> – Location of program	63	25	
<b>C</b> – Number of adults working with children	66	22	
<b>D</b> – Background and experience of staff	74	16	
<b>E</b> – Languages spoken by staff	70	17	
<b>F</b> – How program staff communicate with you	69	18	
<b>G</b> – Meeting the individual needs of your child	72	16	
<b>H</b> – Interaction between staff and children	71	17	1
<b>I</b> – Interaction with other parents	64	24	
<b>J</b> – Parent involvement	67	20	
<b>K</b> – Equipment and materials	69	21	
<b>L</b> – Cultural activities	68	19	
<b>M</b> – Daily activities	69	17	
<b>N</b> – Environment	70	18	
<b>O</b> – Nutrition	65	21	
<b>P</b> – Health and safety policies and procedures	71	17	
<b>Q</b> – How the program promotes your child's learning and development	72	16	



How satisfied are you  
with these  
characteristics of your  
child's program?

## State Preschool

	Very Satisfied	Satisfied	Not Satisfied
<b>A</b> – Hours of operation	285	80	8
<b>B</b> – Location of program	306	73	1
<b>C</b> – Number of adults working with children	336	43	0
<b>D</b> – Background and experience of staff	332	47	0
<b>E</b> – Languages spoken by staff	323	56	0
<b>F</b> – How program staff communicate with you	317	60	3
<b>G</b> – Meeting the individual needs of your child	324	53	2
<b>H</b> – Interaction between staff and children	328	48	1
<b>I</b> – Interaction with other parents	293	82	4
<b>J</b> – Parent involvement	297	79	2
<b>K</b> – Equipment and materials	319	56	1
<b>L</b> – Cultural activities	310	63	1
<b>M</b> – Daily activities	332	44	0
<b>N</b> – Environment	329	49	0
<b>O</b> – Nutrition	328	54	2
<b>P</b> – Health and safety policies and procedures	330	48	0
<b>Q</b> – How the program promotes your child's learning and development	332	47	0

Is there anything else  
you would like to say  
about how this  
program meets your  
family's needs?

***"I really love this program."***

"Thanks to this program, I have the opportunity to work and also my daughter is learning new skills, and she has a nice experience with kids with her own age."

**"Great and caring teachers make it easy for children and families to feel comfortable and supported."**

**"Todo esta perfecto me gusta como trabajan."**

"The program has helped me and my family to have a productive and consistent life schedule."

**"We love the teachers"**

Do you have any  
suggestions about  
how this program  
could be improved?

"More hours of service."

"More cultural music or dancing and  
extra activities for children involved  
with their peers."

"I feel like the program is well put together and organized"

"Keep the staff taken care of."

"Muy satisfecha como trabajan  
las maestras con los niños."

"Everything is great and I'm  
very thankful for everyone."



# What questions do you have?

# Thank you!



# CONTRA COSTA COUNTY

## Staff Report

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

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**File #:** 25-1467

**Agenda Date:** 5/21/2025

**Agenda #:** 9

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# Community Assessment

**2024 -2026**

By: Ayalew Lidete  
ASA III



# Process

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## Purpose

Provide a clear pictures of the health, safety, education and money of Contra Costa county.

Find areas in which the community does well and areas it needs help with.

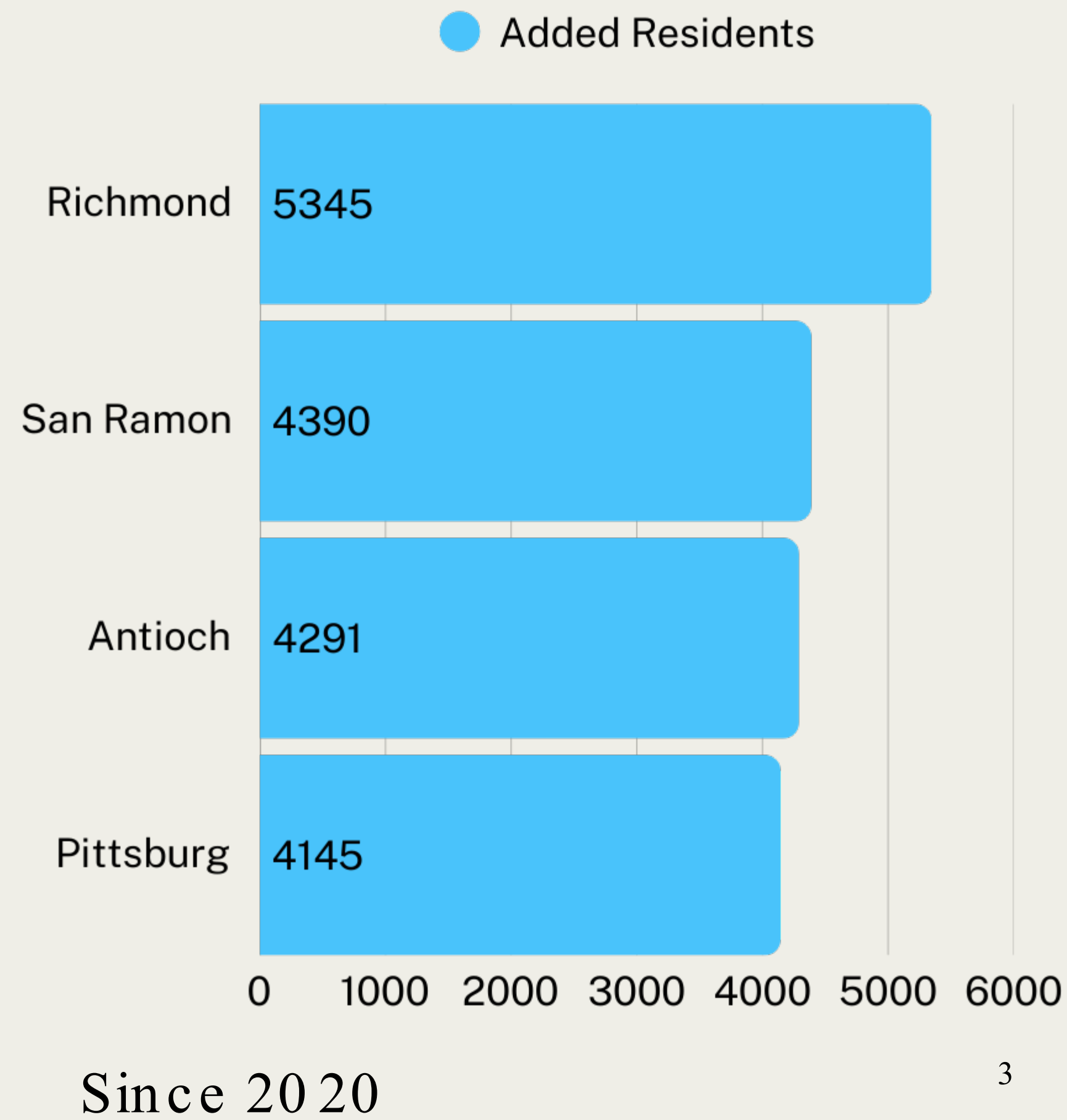
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## How

The Assessment uses information from government sources, surveys to understand who lives in the area, what life is like, and what Head Start families need.

# County Demography

- County Population: 1,161,458 Residents
  - Grown by 11% since 2010
  - Grown by 1% since 2020
- Ethnic Make up
  - White: 44%
  - Hispanic: 27%
  - Asian: 19%
  - Mutli-Racial: 15%
  - Black 9%
- Since 2020
  - Households rose 3%
  - Families rose 3%
  - Married-couple Families rose 2%
  - Single Females rose 4%
- Population of Children
  - 0-17 down 2%
  - 0-4 down 4%





# COUNTY ECONOMY

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## Income

Since 2021

- Median family income rose to \$146,002
- In 2024, the Self -Sufficiency Standard reported a cost of \$161,195 per year (~\$76/hour) for one adult with an infant and a preschooler.

## Housing

Since 2021

- Monthly costing upwards of \$2,322
  - Unaffordable for 69,491 people
- Monthly Housing cost rose by 18%
  - Unaffordable for 82,933 people.

## Employment

• Since 2023

- Employment rate is 4.9% lower than the state 5.4%
- In 2021, 85% of parents sought child care.





# POVERTY

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In 2023

- 8% of people lived in poverty.
- 33,508 were kids between the ages 0-16

- CalWORKs Cases rose by 20%
  - Providing the needs of 12,248 children
- SNAP rose by 8%
  - Serving 31,571 households
- 44,480 children live in public assistance households





# HEALTH COVERAGE

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- Since 2020
  - Only 5% of residents are uninsured
    - Children 0-17 made up 3%
- Medicaid only coverage among children remains unchanged at 27%





# HEALTH TRENDS

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## Pregnancy

- 90% of women now get care early in pregnancy
- Only 65% continue through full term

## Air Quality

- In 2024
  - 14,057 Children and 79,110 adults with asthma are at risk from poor air quality

## Drug Use

- Since 2021
  - Drug-induced death rose by 22%





# COUNTY SAFETY

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- Felony Arrest fell by 22%
  - Violent Offense down 14%
  - Drug Offense down 21%
- Juvenile arrest rose by 22%
  - 60% felonies, 40% Misdemeanors
- Child abuse rates have dropped by 32%



# HEAD START POPULATION

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- In 2024
  - Day Care slots in homes rose by 5%
  - Infant slots in centers rose by 4%
  - Centers gained 3,732 slots open to serve all ages
- Estimates for 2025-2026
  - Income-eligible 0-2 year old fell 3% to 7,592
  - Income-eligible pregnant women rose 13% to 2,379
  - Income-eligible 3-5 year olds also fell 10% to 5,518





# COUNTY EDUCATION

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- 40% (67,325) of Contra Costa students were Free and Reduced Priced Lunch -eligible
- Residents in school (Since 2020)
  - 6% attend preschool (down 10 %)
  - 51% of 3-4 year-olds attend school (down 11%)
  - College enrollment fell 4%
- Transitional Kindergarten
  - In 2023 enrollment rose by 29%
- Chronic absenteeism rose by 77% in 2024.
  - Dropout rates rose to 7%



# OBSERVATIONS

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- The County is experiencing economic growth and demographic shifts
- In addition, the housing affordability, homelessness, and public dependence is also rising
- Crime Trends and educational gaps create a future of uncertainty.

# Questions?

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Thank you for your time!