



CONTRA COSTA COUNTY

AGENDA

Head Start Policy Council

Wednesday, May 20, 2026

6:00 PM

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

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. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).
3. Correspondence [26-2212](#)
Attachments: [09CH012839 - EHS Designation of Chronically Underenrolled Removal Letter](#)
[09CH012839 - HS Designation of Chronically Underenrolled Removal Letter](#)
[09CH012839 - Executive Summary Bilingual](#)
4. Parent Recognition of Staff
5. ACTION: A review, discussion, and approval of the CSB Planning Calendar [26-2213](#)
Attachments: [2026-2027 CSB Head Start Planning Calendar](#)
6. ACTION: A review, discussion, and approval of the CSB Recruitment Plan for 26-27 [26-2214](#)
Attachments: [CSB Recruitment and Enrollment Plan 2026-2027 DRAFT](#)
7. ACTION: Review and Approval of April 15, 2026, Policy Council Minutes [26-2215](#)
Attachments: [Policy Council Meeting Minutes 4-15-2026 DRAFT](#)

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8. ACTION: Review Procedural changes for compliance with AB495 [26-2216](#)
Attachments: [Assembly Bill 495 – The Family Preparedness Plan Presentation to Policy Council](#)
9. Administrative Reports [26-2217](#)
(Program updates, Program Reports, and Fiscal Reports)
Attachments: [Administrative Reports](#)
[Fiscal Reports](#)
[Meals Nutrition Report](#)
10. Presentation: Fiscal-Prior Year Single Audit and Improvement Plan [26-2218](#)
Attachments: [Fiscal Year 23-24 and Fiscal Year 24-25 Financial Audit](#)
11. Presentation: Parent Survey Results [26-2219](#)
Attachments: [Parent Survey Results 2025-2026](#)
12. Presentation: 2nd Desired Results Developmental Profile (DRDP), Midyear School Readiness Goals and Updates [26-2220](#)
Attachments: [2025-26 Mid-Year Assessment Report](#)
13. Training: Transition to Kindergarten [26-2221](#)
Attachments: [Transition to Kindergarten](#)
14. Subcommittee Reports
15. Site Reports
16. Announcements & Sparkle Space
17. Meeting Evaluation

The next meeting is currently scheduled for June 17, 2026.

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. 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: Ruben Cardona rcardona@ehsd.cccounty.us



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-2212

Agenda Date: 5/20/2026

Agenda #: 3.



ADMINISTRATION FOR
CHILDREN & FAMILIES

Office of Head Start | headstart.gov

May 1, 2026

Mrs. Diane Burgis, Chair, Contra Costa County Supervisor, District 3
Contra Costa County
1470 Civic Ct
Ste 200
Concord, CA 94520-5242

Re: Grant No. 09CH012839

Dear Mrs. Burgis,

This letter serves as official notice from the Office of Head Start (OHS) that the designation of Chronically Underenrolled has been lifted from Contra Costa County's Early Head Start program. Contra Costa County has achieved and maintained at least 97 percent enrollment in Early Head Start for six consecutive months.

Section 641A(h)(3) of the Head Start Act requires OHS to determine which Head Start agencies have operated with an actual enrollment that is less than full funded enrollment for at least four consecutive months. OHS is also required to collaborate with such agencies on the development of a plan and timetable for reducing or eliminating underenrollment.

Contra Costa County met the criteria listed in the Head Start Act and the 12-month period in which your agency was required to eliminate or reduce underenrollment to at least 97 percent of funded enrollment concluded on March 3, 2024. Pursuant to Section 641A(h)(5) of the Head Start Act, Contra Costa County's Early Head Start program was designated as Chronically Underenrolled on December 13, 2024.

The designation of Chronically Underenrolled has been lifted for your Early Head Start program.

Thank you for all that you do on behalf of children and families.

Sincerely,

/ Heather Wanderski/

Heather Wanderski
Director, Division of Program Operations
Office of Head Start
Administration for Children and Families

ATTACHMENT A

Sec. 641A Standards; Monitoring of Head Start Agencies and Programs

...

(h) Reduction of Grants and Redistribution of Funds in Cases of Underenrollment-

(1) DEFINITIONS- In this subsection:

(A) ACTUAL ENROLLMENT- The term 'actual enrollment' means, with respect to the program of a Head Start agency, the actual number of children enrolled in such program and reported by the agency (as required in paragraph (2)) in a given month.

(B) BASE GRANT- The term 'base grant' has the meaning given the term in section 640(a)(7).

(C) FUNDED ENROLLMENT- The term 'funded enrollment' means, with respect to the program of a Head Start agency in a fiscal year, the number of children that the agency is funded to serve through a grant for the program during such fiscal year, as indicated in the grant agreement.

(2) ENROLLMENT REPORTING REQUIREMENT- Each entity carrying out a Head Start program shall report on a monthly basis to the Secretary and the relevant Head Start agency

(A) the actual enrollment in such program; and

(B) if such actual enrollment is less than the funded enrollment, any apparent reason for such enrollment shortfall.

(3) SECRETARIAL REVIEW AND PLAN- The Secretary shall

(A) on a semiannual basis, determine which Head Start agencies are operating with an actual enrollment that is less than the funded enrollment based on not less than 4 consecutive months of data;

(B) for each such Head Start agency operating a program with an actual enrollment that is less than its funded enrollment, as determined under subparagraph (A), develop, in collaboration with such agency, a plan and timetable for reducing or eliminating underenrollment taking into consideration--

(i) the quality and extent of the outreach, recruitment, and communitywide strategic planning and needs assessment conducted by such agency;

(ii) changing demographics, mobility of populations, and the identification of new underserved low-income populations;

(iii) facilities-related issues that may impact enrollment;

(iv) the ability to provide full-working-day programs, where needed, through funds made available under this subchapter or through collaboration with entities carrying out other early childhood education and development programs, or programs with other funding sources (where available);

(v) the availability and use by families of other early childhood education and development options in the community served; and

(vi) agency management procedures that may impact enrollment; and

(C) provide timely and ongoing technical assistance to each agency described in subparagraph (B) for the

purpose of assisting the Head Start agency to implement the plan described in such subparagraph.

(4) IMPLEMENTATION- Upon receipt of the technical assistance described in paragraph (3)(C), a Head Start agency shall immediately implement the plan described in paragraph (3)(B). The Secretary shall, where determined appropriate, continue to provide technical assistance to such agency.

(5) SECRETARIAL REVIEW AND ADJUSTMENT FOR CHRONIC UNDERENROLLMENT-

(A) IN GENERAL- If, after receiving technical assistance and developing and implementing the plan as described in paragraphs (3) and (4) for 12 months, a Head Start agency is operating a program with an actual enrollment that is less than 97 percent of its funded enrollment, the Secretary may--

(i) designate such agency as chronically underenrolled; and

(ii) recapture, withhold, or reduce the base grant for the program by a percentage equal to the percentage difference between funded enrollment and actual enrollment for the program for the most recent year for which the agency is determined to be underenrolled under paragraph (3)(A).

(B) WAIVER OR LIMITATION OF REDUCTIONS- The Secretary may, as appropriate, waive or reduce the percentage recapturing, withholding, or reduction otherwise required by subparagraph (A), if, after the implementation of the plan described in paragraph (3)(B), the Secretary finds that--

(i) the causes of the enrollment shortfall, or a portion of the shortfall, are related to the agency's serving significant numbers of highly mobile children, or are other significant causes as determined by the Secretary;

(ii) the shortfall can reasonably be expected to be temporary; or

(iii) the number of slots allotted to the agency is small enough that underenrollment does not create a significant shortfall.

(6) REDISTRIBUTION OF FUNDS-

(A) IN GENERAL- Funds held by the Secretary as a result of recapturing, withholding, or reducing a base grant in a fiscal year shall be redistributed by the end of the following fiscal year as follows:

(i) INDIAN HEAD START PROGRAMS- If such funds are derived from an Indian Head Start program, then such funds shall be redistributed to increase enrollment by the end of the following fiscal year in 1 or more Indian Head Start programs.

(ii) MIGRANT AND SEASONAL HEAD START PROGRAMS- If such funds are derived from a migrant or seasonal Head Start program, then such funds shall be redistributed to increase enrollment by the end of the following fiscal year in 1 or more programs of the type from which such funds are derived.

(iii) EARLY HEAD START PROGRAMS- If such funds are derived from an Early Head Start program in a State, then such funds shall be redistributed to increase enrollment by the end of the following fiscal year in 1 or more Early Head Start programs in that State. If such funds are derived from an Indian Early Head Start program, then such funds shall be redistributed to increase enrollment by the end of the following fiscal year in 1 or more Indian Early Head Start programs.

(iv) OTHER HEAD START PROGRAMS- If such funds are derived from a Head Start program in a State

(excluding programs described in clauses (i) through (iii)), then such funds shall be redistributed to increase enrollment by the end of the following fiscal year in 1 or more Head Start programs (excluding programs described in clauses (i) through (iii)) that are carried out in such State.

(B) ADJUSTMENT TO FUNDED ENROLLMENT- The Secretary shall adjust as necessary the requirements relating to funded enrollment indicated in the grant agreement of a Head Start agency receiving redistributed funds under this paragraph.



ADMINISTRATION FOR
CHILDREN & FAMILIES

Office of Head Start | headstart.gov

December 4, 2025

Mrs. Candace Andersen, Chair, Contra Costa County Supervisor, District 2
Contra Costa County
1470 Civic Ct
Ste 200
Concord, CA 94520-5242

Re: Grant No. 09CH012839

Dear Mrs. Andersen,

This letter serves as official notice from the Office of Head Start (OHS) that the designation of Chronically Underenrolled has been lifted from Contra Costa County's Head Start Preschool program. Contra Costa County has achieved and maintained at least 97 percent enrollment in Head Start Preschool program for six consecutive months.

Section 641A(h)(3) of the Head Start Act requires OHS to determine which Head Start agencies have operated with an actual enrollment that is less than full funded enrollment for at least four consecutive months. OHS is also required to collaborate with such agencies on the development of a plan and timetable for reducing or eliminating underenrollment.

Contra Costa County met the criteria listed in the Head Start Act and the 12-month period in which your agency was required to eliminate or reduce underenrollment to at least 97 percent funded enrollment concluded on April 3, 2024. Pursuant to Section 641A(h)(5) of the Head Start Act, Contra Costa County's Head Start Program was designated as Chronically Underenrolled on December 13, 2024.

The designation of Chronically Underenrolled has been lifted for your Head Start Preschool program. However, your Early Head Start program remains designated as Chronically Underenrolled until further notice.

Thank you for all that you do on behalf of children and families.

Sincerely,

/ Heather Wanderski/

Heather Wanderski
Director, Division of Program Operations
Office of Head Start
Administration for Children and Families

ATTACHMENT A

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(B) BASE GRANT- The term 'base grant' has the meaning given the term in section 640(a)(7).

(C) FUNDED ENROLLMENT- The term 'funded enrollment' means, with respect to the program of a Head Start agency in a fiscal year, the number of children that the agency is funded to serve through a grant for the program during such fiscal year, as indicated in the grant agreement.

(2) ENROLLMENT REPORTING REQUIREMENT- Each entity carrying out a Head Start program shall report on a monthly basis to the Secretary and the relevant Head Start agency

(A) the actual enrollment in such program; and

(B) if such actual enrollment is less than the funded enrollment, any apparent reason for such enrollment shortfall.

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(i) the quality and extent of the outreach, recruitment, and communitywide strategic planning and needs assessment conducted by such agency;

(ii) changing demographics, mobility of populations, and the identification of new underserved low-income populations;

(iii) facilities-related issues that may impact enrollment;

(iv) the ability to provide full-working-day programs, where needed, through funds made available under this subchapter or through collaboration with entities carrying out other early childhood education and development programs, or programs with other funding sources (where available);

(v) the availability and use by families of other early childhood education and development options in the community served; and

(vi) agency management procedures that may impact enrollment; and

(C) provide timely and ongoing technical assistance to each agency described in subparagraph (B) for the purpose of assisting the Head Start agency to implement the plan described in such subparagraph.

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(ii) recapture, withhold, or reduce the base grant for the program by a percentage equal to the percentage difference between funded enrollment and actual enrollment for the program for the most recent year for which the agency is determined to be underenrolled under paragraph (3)(A).

(B) WAIVER OR LIMITATION OF REDUCTIONS- The Secretary may, as appropriate, waive or reduce the percentage recapturing, withholding, or reduction otherwise required by subparagraph (A), if, after the implementation of the plan described in paragraph (3)(B), the Secretary finds that--

(i) the causes of the enrollment shortfall, or a portion of the shortfall, are related to the agency's serving significant numbers of highly mobile children, or are other significant causes as determined by the Secretary;

(ii) the shortfall can reasonably be expected to be temporary; or

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(iii) EARLY HEAD START PROGRAMS- If such funds are derived from an Early Head Start program in a State, then such funds shall be redistributed to increase enrollment by the end of the following fiscal year in 1 or more Early Head Start programs in that State. If such funds are derived from an Indian Early Head Start program, then such funds shall be redistributed to increase enrollment by the end of the following fiscal year in 1 or more Indian Early Head Start programs.

(iv) OTHER HEAD START PROGRAMS- If such funds are derived from a Head Start program in a State (excluding programs described in clauses (i) through (iii)), then such funds shall be redistributed to increase enrollment by the end of the following fiscal year in 1 or more Head Start programs (excluding programs described in clauses (i) through (iii)) that are carried out in such State.

(B) ADJUSTMENT TO FUNDED ENROLLMENT- The Secretary shall adjust as necessary the requirements relating to funded enrollment indicated in the grant agreement of a Head Start agency receiving redistributed funds under this paragraph.

Office of Head Start Correspondence

Date issued: December 5, 2025, and May 1, 2026

Subject: Designation of Chronically Underenrolled Removal Letter

Information: The Office of Head Start lifted the designation of Chronically Underenrolled from the Head Start program in December 2025 and the Early Head Start program in May 2026 due to maintaining 6 consecutive months of at least 97% enrollment.

Action: No action needed.

Correspondencia de la Oficina de Head Start

Fecha de emisión: 5 de diciembre de 2025 y 1 de mayo de 2026

Asunto: “Designación de Inscripción Crónicamente Insuficiente - Carta de Retiro”

Información: La Oficina de Head Start retiró la designación de Subinscrito Crónicamente del programa Head Start en diciembre de 2025 y del programa Head Start Anticipado en mayo de 2026 debido a que mantuvieron 6 meses consecutivos con al menos un 97% de matrícula.

Acción: No es necesario hacer ninguna acción.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-2213

Agenda Date: 5/20/2026

Agenda #: 5.

Contra Costa County
Employment and Human Services Department
Head Start Program Planning Calendar
FY2026-2027

ACTIVITY	CITATION(S)	ADD'L SPONSOR(S)	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
Sheila Walsh														
Board of Supervisors: Communication	Best Practice	Christina Castle-Barber												Plan for Community Action Month
	HSPPS Achieving Program Goals	Christina Castle-Barber / Sarah Reich												Action: Community Action Month BOS Proclamation
	HSPPS Eligibility Training Resolution No. 2023/23A	Sarah Reich												Action: Head Start Eligibility Training for BOS
Board of Supervisors: Reports	HSA Agency Powers & Functions	Sarah Reich												BOS visit HS center (annually)
	HSPPS Governing Body													Action: Monthly Report to BOS
	HSPPS Achieving Program Goals													
Head Start Committee: Reports	HSPPS Governing Body Resolution No. 2023/23A	Sarah Reich	Action: Bi-monthly report to BOS Head Start Committee		Action: Bi-monthly report to BOS Head Start Committee		Action: Bi-monthly report to BOS Head Start Committee		Action: Bi-monthly report to BOS Head Start Committee		Action: Bi-monthly report to BOS Head Start Committee		Action: Bi-monthly report to BOS Head Start Committee	Action: Bi-monthly report to BOS Head Start Committee
Communication: Regional Office (RO)	HSA Training & Technical Assistance	Sarah Reich / Amy Wells	Monthly Calls with the RO				Semi-Annual T/TA POC Check In Meeting							Semi-Annual T/TA POC Check In Meeting
HS/EHS Grants (09CH010862)	ACF Application Instructions	Sarah Reich				Present Grant Cycle Process Overview to Policy Council (PC) at Orientation			Begin planning for HS Grant Application	Receive Funding Guidance Letter- Conduct Grant Writing Process with Assigned Team Members, including Goals & Objectives			Action: PC and BOS Review and Approve HS Grant Application & Goals/Objectives	Submit HS Grant Application (Due 4/1 to ACF); Follow up as needed on Grant Application
	ACF Program Instructions	Ernestine Cook / Alexandra Heintz	SF-425 Semi-annual report due to ACF			Upload Budget by object total and justification thru HSES								SF-425 Final Report due to ACF
Recordkeeping & Reporting: Program Information Report & Planning	HSPPS Achieving Program Goals	Sarah Reich			Upload PIR by August 31st		Present PIR at Senior Management	Present PIR to PC and BOS; All Cluster					Program G/D Updates Report Disseminated to Staff, Department Director, PC, and BOS	Disseminate PI27-28 G/D to Staff
Community Assessment	HSPPS Delineating Community Strengths & Needs Organizational Standards National COP	Sarah Reich	Annual kick of meeting with Contractor			Contractor gathering and analyzing data; Preparing draft report		Review draft report with Contractor	Finalize report with Contractor		Action: Present Community Assessment Executive Summary Report for PC, BOS, EDC, and Staff			
Annual Report	HSPPS Achieving Program Goals- Reporting HSA Administrative Requirements & Standards	Sarah Reich			Draft Annual Report	Finalize Annual Report with input from Senior Administrative Management (SAM) and EHS Director	Present/Distribute Annual Report to PC, BOS, staff, and Public							
Ayalew Lidete														
Planning Calendar	Best Practice	Christina Castle-Barber		Present updates to staff							Send Request for managers to review & update assigned Planning Calendar sections		SAM review and approval	HS EHS Director review
CSB Procedures	HSPPS Personnel Policies	Christina Castle-Barber	Action: Submit required policy changes to PC and BOS for approval, as needed.	Send copies of approved policies and/or procedures to centers/administration and post on CSB Intranet	Training of new procedure updates						Check in w/ SAM regarding addendums needed	Distribute assignments to Senior Managers/CS Managers Review Team	Senior Managers/ Managers send updates to the Analyst	SAM review and approval
Self Assessment Activities	HSPPS Achieving Program Goals- Ongoing Assessment	Christina Castle-Barber / Sarah Reich	Begin Self-Assessment (SA) Process Planning	Present SA process to PC and broaden subcommittee membership; Communicate with Board offices for participation	Finalize SA Plans: finalize instrument, form teams, select sites and classrooms, develop schedule	Train community volunteers/PC Subcommittee members	Conduct SA (CSB/Partners)	Finalize SA report & link any SA Findings to G&D's for Continuation Grant and TTA plan development	SAM and EHS Director review of SA report and corrective action plan (CAP), if applicable		Action: Present Community Assessment Report to PC, BOS, EDC, and Staff; BOS approval of CAP, as needed			Final review and approvals by SAM and EHS Director
Ongoing Monitoring: Monitoring	HSPPS Achieving Program Goals- Monitoring	GMU / Christina Castle-Barber		Action: Present Health and Safety Training	1st Period Monitoring Begins: Center, Curriculum Fidelity, ERS, File Review		CLASS Monitoring		2nd Period Monitoring Begins: Center, Curriculum Fidelity, ERS, File Review				CLASS Monitoring	End Monitoring
		Jessie Black / Linda Frazer Stafford / Cathy Lucero				Semi-Annual Child Safety Checklist						Semi-Annual Child Safety Checklist		
Ongoing Monitoring: Reports	HSPPS Governing Body	GMU / Christina Castle-Barber			Action: Present 2nd Period Semi-Annual Report to PC and Staff						Action: Present 1st Period Semi-Annual Report to PC, Staff and BOS			Review/Update Content of Monitoring Tools and Handbooks
	HSPPS Governing Body	GMU / Christina Castle-Barber	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	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			
Amy Wells														
Communication: Families	HSPPS Family Engagement	Jessie Black / Linda Frazer Stafford / Cathy Lucero					Community Work Days						Community Work Days	
Communication: Families	HSPPS Parent Activities Promoting Child Learning	Jessie Black / Linda Frazer Stafford / Cathy Lucero	Early Closure Letter/Curriculum Input Letter		Back to School Nights			Fall/Holiday Letters						Year-end celebrations
Communication: Staff	Best Practice	Monica De Vera / AOs	Monthly Cluster meetings	Monthly Cluster meetings	Monthly Cluster meetings	Monthly Cluster meetings	Monthly Cluster meetings	Monthly Cluster meetings	Monthly Cluster meetings	Monthly Cluster meetings	Monthly Cluster meetings	Monthly Cluster meetings	Monthly Cluster meetings	Monthly Cluster meetings
Required Training	3302-93 Training & Professional Development				Quarterly All Cluster Meetings	Pedestrian Safety Training			Quarterly All Cluster Meetings	Kindergarten Transitions / Trainings			Child Abuse & Domestic Violence Awareness Training-Annual	Quarterly All Cluster Meetings
Julia Kittle-White (Partners)														
Partnerships: Communication	HSPPS Community Partnerships & Coordination	Venus McMurrain/Deborah Drake	CSB and YMCA Quarterly Meeting		CSB and KinderCare Quarterly Meeting	CSB and YMCA Quarterly Meeting	Partner Learning Community Meeting	CSB and KinderCare Quarterly Meeting	CSB and YMCA Quarterly Meeting			CSB and KinderCare Quarterly Meeting	CSB and YMCA Quarterly Meeting	Partner Learning Community Meeting
Required Submissions		Venus McMurrain/Deborah Drake	Annual Contract Document Submittals Due: Full Year programs		Annual Contract Document Submittals Due: Part Year programs									PIR Data Completion
Training		Venus McMurrain/Deborah Drake	HR/Background check tracking sheet Due: Full Year programs	Annual Partner Refresher Training		HR/Background check tracking sheet Due: Part Year programs	Pedestrian Safety Training			Kindergarten Transitions/ Trainings			Child Abuse / DV Prevention Training	
Tracking- Staff Qualifications	EHS Staffing Qualifications	Venus McMurrain												Staff & Center Roster Updates (monthly)

Contra Costa County
 Employment and Human Services Department
Head Start Program Planning Calendar
 FY2026-2027

ACTIVITY	CITATION(S)	ADD'L SPONSOR(S)	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
Amy Wells														
Tracking	CDE Staffing Qualifications HSPPS Staff Qualifications	Shelley Taylor	Staff & Center Roster updates (monthly); Permit notifications to staff (monthly)											
Monitoring	County Requirement	Shelley Taylor	Ongoing Personnel File Monitoring including partners											
		Shelley Taylor	Performance Review notices		Performance Review notices		Performance Review notices	Positions Control Review	Performance Review notices		Performance Review notices		Performance Review notices	Personnel Budget review
Required Training	CDE Staffing Qualifications	Monica De Vera	Ongoing Sexual Harassment Awareness Training (line staff every 3 years and supervisor every 2 years); HPAA Awareness	National Voter Registration Act Training (Annually July/Aug.)	First Aid CPR (Every 2 years ongoing)	Chronological Supervision & Progressive Discipline Training; Integrated Pest Management Training		Civil Rights Training (Every 2 years Jan/Feb)		CSB Standards of Conduct; Head Count and Transition	Preventive Health & Safety (EMSA) (At time of live once or twice per year)		Confidentiality Training (Annually Apr./May)	Illness and Injury Prevention plan Review
Sarah Reich														
Labor	County/Labor Requirement	Amy Wells	Presentation at NEO (monthly); Executive Team and Labor Coalition Meetings (monthly)											
													Annual Bid for teaching positions	
Amy Wells														
Family Engagement	HSPPS Parent Activities Promoting Child Learning HSPPS Family Engagement	Education Team Catherine Lucero			CSB READS kick-off	Prep/planning Take Home Activities		School Readiness (SR) goal Pre-Survey and information page	Take home family activities monthly Jan-June				SR goal Post Survey	Kindergarten/TK Promotion
										CSB heads (year round)				
Special Events	Best Practice	Education Team & Cluster AOs				Harvest Festival					Dr. Seuss Birthday March 2	Week of the Young Child April 5-9	Teachers Appreciation Week May 4-8	
School Readiness Reports	HSPPS Child Screenings & Assessments	Education Team			Analyze DRDP data and select SR goals First Outcomes report	Baseline DRDP Outcomes Report to PC Program Svs subcomm., PC, and staff		Mid-Year outcomes report and if needed adjust SR goals						Final DRDP Outcomes Report to PC Program Svs subcomm., PC, BOS, and staff
School Readiness: Transitions: Into, Throughout & Out of Program	HSPPS Teaching & the Learning Environment	Education Team		Planning Early Closure calendar and topics				Kinder-Readiness Activities: Parent Meetings, RMTK	Kinder-Readiness Registration Information to Parents and Visits to Kinder Classrooms Present Kindergarten Transition to PC		Prepare Kindergarten Transition Packets	Distribution of SR Packets/backpacks (Transition to Kindergarten)	Teacher Training Interest Survey	
		Education Team	Part 1 In-Service for Teaching Staff	Part 2 In-Service for Teaching Staff	Comp Services Refresher Training for Teachers and Site Supervisors	School Readiness goals		Monthly training for all teachers - topics TBD based on need						Full day Closure
Michelle Mankewich														
Newsletters: Families	HSPPS Family Engagement	Ana Araujo				Family Newsletter			Family Newsletter including Winter Safety tips					Family Newsletter including Summer Safety tips
Communication: Families	HSPPS Parent Activities Promoting Child Learning	Ana Araujo	No meeting	Parent Meetings		Parent Meetings	Parent Meetings	Parent Meetings	No Meeting	Parent Meetings	Parent Meetings	Parent Meetings	Parent Meetings	Parent Meetings
Parent Communication Preference Survey	Best Practice HSPPS Supports for Mental Health Services	Ana Araujo Jacqueline Lopez Padilla			Survey parents on communication preference	Parent Cafes & Site Parent meetings provided by ECMHP as needed				Parent Cafes & Site Parent meetings provided by ECMHP as needed		Parent Resiliency Training Required		
Communication/ Training: Families	HSPPS Family Engagement	Ana Araujo	Provide Family Handbooks to Families		Pedestrian Safety Training Required				Begin Kindergarten Transitions/ Training		Begin Family Handbook Updates (Every 2 years)			
Give Kids a Smile Day	HSPPS Community Partnerships	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	HSPPS Community Partnerships	Jennifer Kirby	Monthly at Selected Sites (as vans are available)											
Healthy and Active Lifestyle	HSPPS Family Engagement	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)
Family Engagement	HSPPS Community Partnerships HSPPS Family Engagement HSPPS Community Partnerships HSPPS Family Engagement HSPPS Family Engagement	Irene Figueroa Jennifer Kirby Ana Araujo Ana Araujo Jennifer and Irene				Family Nutrition Meeting	Health, Mental Health & Nutrition Services Advisory Committee Meeting				Family Nutrition Meeting	Health, Mental Health & Nutrition Services Advisory Committee Meeting		
						Family Financial Fitness Workshops				Male Involvement Events (year round)				
Training: Comprehensive Services Team	Staff training and community partners	Rita Loza			WIC	Immunization	Safe Sleep	Family Development Credential (FDC) refresher	Lead Prevention	FDC Refresher		Healthy Fathers, Healthy Children		Med/Cal
Policy Council: PC Meetings and Trainings	HSPPS Policy Council Committees HSPPS Training HSA Powers & Functions of HS Agencies HSPPS Policy Council HSPPS Achieving Program Goals	Ana Araujo Ana Araujo Ana Araujo Ana Araujo Ana Araujo		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
			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 N-HSA PACE conference				Annual Form 700 due to Clerk of the Board		
			Monthly PC Meeting (except July and December)											
			Monthly Subcommittee Meetings (except July, September and December)											
Ellen de Senna														
Eligibility, Recruitment, Selection, Enrollment, Attendance (ERSEA): Eligibility/ Enrollment	HSA Standards Monitoring HSPPS Determining Eligibility	Christina Castle-Barber Christina Castle-Barber	Monthly Enrollment Report and Center Status Report Due via HSES by the 7th		Weekly 30-day Full Enrollment Checks and Reports		Eligibility training for PC			New Federal Income Guidelines Issued		Eligibility Refresher Training		Eligibility & Enrollment Clinics
ERSEA: Recruitment	HSPPS Recruitment of Children	Christina Castle-Barber							Review/Revise Recruitment Materials	Begin Major Recruitment Drive				Continue Recruitment Drive

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

Contra Costa County
Employment and Human Services Department
Head Start Program Planning Calendar
FY2026-2027

ACTIVITY	CITATION(S)	ADD'L SPONSOR(S)	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
ERSEA: Selection	HSA Powers & Functions of HS Agencies HSPPS Selection Process	Christina Castle-Barber					Slot Planning for Next PY		Finalized Slots Map for Next PY	Hold Selection Criteria Meeting with Program Services Subcommittee	Action: PC Approves Selection Criteria and Recruitment Plan	Establish Procedure and Timelines for Year End Transitions	Distribute Slots Map for Next PY	Action: BOS Approves Selection Criteria and Recruitment Plan
ERSEA: Attendance & Planning	HSA Powers & Functions of HS Agencies	Christina Castle-Barber	Attendance Report for BOS and PC (monthly)											
Alexandra Heinitz														
Federal Reports	Title 2 Federal Regulations	Fiscal Team / Ernestine Cook	Head Start & Early Head Start Fiscal Year Begins					County Single Audit begins		Baseline Budget (BIM) 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	
	HSA Powers & Functions of HS Agencies	Fiscal Team / Ernestine Cook						Fiscal Reports to PC & BOS (monthly)						
	2 CFR Part 200	Fiscal Team / Ernestine Cook	County Year-End Close-Out Continues: Submission of Journals, Accounts, and Debitals 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					
	DHS Program Instructions	Fiscal Team / Ernestine Cook	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			
	DHS Program Instructions	Fiscal Team / Ernestine Cook	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 CAD		Subrecipient & Contractor Determination Checklist			
Jay Rivera														
Recordkeeping/Inventory (Hardcopy files & Center Assets)	County Requirement HSPPS Record Retention		Annual County Equipment Inventory Report Confirmation		Program Year prior to Last Program Year Drop Files to Warehouse for Storage									Release Files Post Destruction Date to County for Shredding
Facilities/Center Health and Safety	HSPPS Safety Practices		Quarterly Deep Cleaning EHS		Annual Deep Cleaning EHS	Quarterly Deep Cleaning EHS				Quarterly Deep Cleaning EHS		Quarterly Deep Cleaning EHS		
	Best Practice			Annual Health and Safety Training		Health & Safety Officer Committee Meeting: Emergency Preparedness Training and Great Shake Out Statewide Earthquake Drill								
Abby Balana														
Contracts: Partnerships	Child Nutrition Community Partnerships County Admin Bulletin 600.3	Monique Young-Edwards	Begin annual application process for CACFP	Begin renewal process for contracts due in December and January			Begin renewal process for contracts due in March through May		Begin renewal process for contracts due in July (while awaiting confirmation of Slot allocations)					Action: Deadline to request BOS approval for contracts that begin in July

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



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-2214

Agenda Date: 5/20/2026

Agenda #: 6.

2026-2027 Head Start/Early Head Start/State-Funded Child Care Programs Recruitment and Enrollment Plan
 Contra Costa County Employment and Human Services Department - Community Services Bureau

DESIRED OUTCOME: To develop and implement a plan to actively inform the public about services available through the Contra Costa County Community Services Bureau (CSB), particularly those populations identified in our Community Assessment, to recruit and enroll eligible children and their families into the Head Start (HS), Early Head Start (EHS) and State-funded child care programs, and attain/maintain 100% enrollment. Recruitment activities as outlined in this plan will actively inform all families with eligible children within Contra Costa County of the availability of program services and will result in maintenance of an active waitlist of eligible children and families to ensure all slots are filled promptly after vacancy. The plan includes specific efforts to actively locate and recruit children with disabilities and other children in need, including children experiencing homelessness and children in foster care. The plan utilizes modern technologies to reduce the family's administrative and paperwork burden in the application and enrollment process.

Goal #1: To recruit at least 1500 eligible pregnant women, infants, toddlers, and children.

Goal #2: To recruit at least 215 children with disabilities.

Goal #3: To recruit special populations as per our community assessment and selection criteria: CPS/At-Risk, Domestic Violence, Dual Language Learners, Need for Full Day Care, Homeless, CalFresh/Cash Aid Recipients, Children with Health Impairments, Teen Parents, Grandparent Caregivers, and children of currently or formerly incarcerated parents.

Goal #4: To attain and maintain full enrollment as defined by Head Start Act Section 641A(h)(5).

Goal #5: To reduce administrative burden on families who apply by utilizing the immunization registry, CalSAWS, and other county systems to obtain already provided documentation, and the IVR hotline and electronic submission of paperwork, while maintaining confidentiality.

Goal #6: To track all recruitment efforts to fully evaluate effectiveness and make course corrections as necessary.

ACTIVITIES	PERSON (S) RESPONSIBLE	TIMELINE	LOCATION	INFORMATION TO INCLUDE	DISTRIBUTION
Mobilize Parents by providing them with flyers and other recruitment supplies to use in the community. Track the number of flyers given out by parents at intake and the number that result in enrollment.	The Comprehensive Services Team (CST) staff, Site Supervisors, Parent/Family, Community Engagement Officer, Centralized Enrollment Unit (CEU) staff and Eligibility, Recruitment, Selection, Enrollment, and Attendance (ERSEA) Manager	Ongoing	Policy Council, Parent Meetings, Family Newsletter, Tables in entryways, Parent Orientation/Intake.	Reproducible Flyers and Pre-App Screening Forms. Palm Cards w/HS enrollment info.	All CSB and Partner sites.
Provide parents with numbered referral forms so we can track successful enrollment by parent recruitment and incentive recruitment by offering a monthly prize for the parent with the best result.	CST	Monthly	Wherever the parents go in the community.	Numbered referral forms.	All CSB and Partner sites.
Pamphlets/flyers distributed: a) General info on CSB services b) Enrollment flyers c) Home-based services Track outcomes of efforts on data system to determine	Teachers, Site Supervisors, CST and CEU Staff, Home Educators	For community distribution: 10 contacts per month for Comprehensive Services Team and 15	Laundromats Women, Infants and Children (WIC) offices Grocery Stores Site lobby /Classrooms Elementary Schools Clinics Community-Based Organizations	Pictures Short paragraph describing program options Who is eligible Explanation of services available List Health, Nutrition, Education, Family Services, Family	Low Income Home Energy Assistance Program (LIHEAP) mailings CalFresh Offices Parent Meetings Doctors' Offices

2026-2027 Head Start/Early Head Start/State-funded Child Care Programs Recruitment and Enrollment Plan, approved by Policy Council on xx/xx/xxxx and approved by Board of Supervisors on xx/xx/xxxx.

Author: Ellen de Senna 4-21-26

2026-2027 Head Start/Early Head Start/State-Funded Child Care Programs Recruitment and Enrollment Plan
 Contra Costa County Employment and Human Services Department - Community Services Bureau

ACTIVITIES	PERSON (S) RESPONSIBLE	TIMELINE	LOCATION	INFORMATION TO INCLUDE	DISTRIBUTION
effectiveness of locations where distributed.		per month for CEU as tracked on the Recruitment spreadsheet. For mailings: April and November	County Agencies Local Churches Education Offices Libraries Hospitals Community Events/Flea Markets Check Cashing Agencies High Schools One-Stop Locations Housing site offices (<i>including 9 housing sites in San Ramon</i>) Homeless Programs Community Centers (Richmond, San Pablo, Oakley, Willow Pass) Parks & Rec centers (Ambrose) LIHEAP Office Stage 2 & Alternative Payment Plans Family Entertainment Centers (Roller Rinks) Community Colleges First Five	Wellness, Parent Engagement, Disabilities Services Home base Contact numbers and/or persons	CSB Child Care Centers Volunteer Bureaus One-Stop Centers Parents Farmers Markets (Richmond Main Street, San Pablo, Concord) *See " Location " section for additional distribution information Mailing information to current CalWORKs/CalFresh recipients under age 5
Family Newsletter	CST staff Site Supervisors	Winter – Jan. Summer – May Fall - September	Distribute to all parents/partners	Who is eligible? Who to contact? Program Activities Events, Educational opportunities	Early Intervention Programs Community Partners Elementary Schools in the District
Coordinate Transition Activities with Preschools and Elementary Schools	Mental Health/Disabilities Manager. Site Supervisors Education Managers	January/February for Early Head Start Transition and Spring/Summer for Head Start; and throughout the year as needed	Childcare Centers Elementary Schools Other agencies for intake for special needs children High School	Any pertinent information on children - authorized by parent	Elementary School staff meetings & parent meetings. Site-based staff meetings/parent meetings. Policy Council Meetings
Speak at local organizations	Directors, Assistant Directors, Comprehensive Services Managers, Male Involvement Coordinator	Ongoing – target: at least one per month.	Faith Based Organizations Share Food Pantry County Malls Fairs Clubs	Make Head Start staff or Policy Council rep. available Describe advantageous services Distribute pamphlets List of centers with contact information	Civic Organizations PTA meetings Church groups Community events

2026-2027 Head Start/Early Head Start/State-funded Child Care Programs Recruitment and Enrollment Plan, approved by Policy Council on xx/xx/xxxx and approved by Board of Supervisors on xx/xx/xxxx.

Author: Ellen de Senna 4-21-26

2026-2027 Head Start/Early Head Start/State-Funded Child Care Programs Recruitment and Enrollment Plan
 Contra Costa County Employment and Human Services Department - Community Services Bureau

ACTIVITIES	PERSON (S) RESPONSIBLE	TIMELINE	LOCATION	INFORMATION TO INCLUDE	DISTRIBUTION
			Community Events Other Government Agencies Non-Profit Agencies Businesses, Corporations and Foundations	Set up information table with posters and pictures Application packages	
“Staff Walks around the Community”	Site Supervisors, CST and CEU staff	May – August and as needed	Neighborhoods Other Agencies	Brief description of services Magnets or other marketing aids with contact info Flyers	Community
Free and paid Advertising	Assistant Directors; Analysts, Social Media Team	Spring: Ads on buses Monthly at the beginning of each month: Social media posts with available openings. 6-month trial of paid ads on Facebook beginning 7-1-26.	Local newspaper agencies, Penny Saver, Grapevine, Radio, Public Access TV, agency presence on Facebook and Instagram	Short information on program, in English and Spanish Contact information (Recruitment hotline) Direct to EHSD.org landing page.	Newspapers, online, on screens (movie theaters/DMV), and on billboard/buses when funding is available. Facebook.
Community Events and Events at Sites.	All Staff	Monthly for onsite activities	Contra Costa County events in the community – Typically run March through October with several events per month. Enrollment Clinics at Sites – April through August – one per site per month or more if a site has numerous vacancies.	Information on employment for teachers Informational Flyers Magnets, etc. with brief information	Community
Maintain supply of free Head Start pamphlets (order from Administration for Children & Families)	Site Supervisors, and Partners Comp. Services Asst. Managers	Ongoing	All CSB Centers All Partner centers One Stop Career Centers Human Services Department Women, Infant, Children (WIC) office SparkPoint Family Justice Center LIHEAP office	Description of Head Start program and sample activities, with contact information.	Community
Implement streamlined referral processes per MOUs to reduce barriers to applying for services and to ensure special	ERSEA Manager	At development of every MOU	Children & Family Services (CFS) Regional Center of the East Bay (RCEB) Health Services	Protocol and Procures Forms Tracking of special referrals	Organizations noted in “Location” section.

2026-2027 Head Start/Early Head Start/State-funded Child Care Programs Recruitment and Enrollment Plan, approved by Policy Council on xx/xx/xxxx and approved by Board of Supervisors on xx/xx/xxxx.

Author: Ellen de Senna 4-21-26

2026-2027 Head Start/Early Head Start/State-Funded Child Care Programs Recruitment and Enrollment Plan
 Contra Costa County Employment and Human Services Department - Community Services Bureau

ACTIVITIES	PERSON (S) RESPONSIBLE	TIMELINE	LOCATION	INFORMATION TO INCLUDE	DISTRIBUTION
populations are prioritized as per the selection criteria.		and upon renewal.	CalWORKs CalFresh		
Recruitment through existing childcare partnerships	ERSEA Manager, Comprehensive Services Managers, Partner Unit	Ongoing	CSB's Head Start and State child development partner agencies	Information about CSB's HS services, including different program models to meet client needs. Site location and contact list. Transfer coordination.	Childcare and development partnerships
Contact Agencies Serving Children	ERSEA Manager, Comprehensive Services Managers	Spring and fall and as needed	WIC offices Special Education Local Plan Areas (SELPAs) Child Care Centers School Districts Private Providers Community-Based Organizations Community Recreation Sites Parent Teacher Associations (PTAs) Human Service Department Partner Sites Family Child Care Networks Resource and Referral Agencies Stage 2 & Alternative Payment Plans First Five Offices & Centers Homeless Shelter OB/GYN Offices LIHEAP office Agencies serving children with special needs	Initial letter containing description of Head Start and Agency services and program options. Personal visit to discuss coordination services, share program and curriculum information, plan referrals.	Community



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-2215

Agenda Date: 5/20/2026

Agenda #: 7.



CONTRA COSTA COUNTY

Committee Meeting Minutes - Draft

Head Start Policy Council

Wednesday, April 15, 2026

6:00 PM 500 Ellinwood Way, Pleasant Hill | 1203 West
10th St. Building D, Antioch | 300 S. 27th St,
Richmond | Zoom:
<https://cccouny-us.zoom.us/j/82379230789> |
Meeting ID: 823 7923 0789

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

Gabriela Garibay, Policy Council Chair, called the meeting to order at 6:17 PM

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

There were no public comments

3. Wellness Activity

All in attendance participated in a group stretching wellness activity

4. Correspondence

There was no correspondence

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. Lillia Refes, Master Teacher at George Miller III; Ms. Emaly Karnsouvong, Associate Teacher at Crescent Park; Ms. Ana Araujo, Manager at George Miller Concord; Mr. Ruben Cardona, Assistant Manager at George Miller Concord; Ms. Lizette Romero, Family Advocate at Riverview, and Ms. Maria Buban, Master Teacher at Riverview were presented with a certificate to acknowledge their dedication to children and families.

-
6. ACTION: A review, discussion, and approval of the CSB Admission Priority-Selection Criteria for the 2026-2027 program year [26-1440](#)
- Attachments:** [2026-2027 CSB Admissions Priorities-Selection Criteria DRAFT](#)
[2026-2027 CSB Admissions Priorities-Selection Criteria DRAFT S](#)
- Ellen de Senna, Administrative Services Assistant III**, presented the CSB Admission Priority-Selection Criteria for the 2026-2027 program year to the Policy Council and requested approval.
- A motion to approve was completed by Kizmath Hemingway and seconded by Dalia Santana.**
- The motion passed with 24 votes in favor. Nays: 0 Abstentions: 0
- Ayes: Montano, Hemingway, Hernandez, Mockoski, Velasquez, Santana, Botello, Perez, Magana, Sanders, Garcia, Hansen, Williams, Villalpando, Fayani, Muñoz, Ginochio, Garibay, Miller, Nieve, Areliz Calle, Nwankwo, Brown, Perez
7. ACTION: Review and Approval of March 18, 2026, Policy Council Minutes [26-1441](#)
- Attachments:** [Policy Council Meeting Minutes 3-18-2026 DRAFT](#)
- The Policy Council meeting minutes from March 18, 2026, were reviewed, and no corrections were noted.
- A motion to approve was completed by Norma Chayrez and seconded by Amy Mockoski.**
- The motion passed with 23 votes in favor. Nays: 0 Abstentions: 1
- Ayes: Montano, Hemingway, Hernandez, Mockoski, Velasquez, Santana, Botello, Magana, Sanders, Garcia, Hansen, Williams, Villalpando, Fayani, Muñoz, Ginochio, Garibay, Miller, Nieve, Areliz Calle, Nwankwo, Brown, Perez
- Abstentions: Perez
8. Administrative Reports (Program Updates, Program Reports, and Fiscal Reports) [26-1442](#)
- Attachments:** [Administrative Reports](#)
[Fiscal Reports](#)
- Sarah Reich, Director**, presented the Directors Report
- Christina Castle-Barber, Division Manager**, presented the Administrative Reports
- Darryl Davis, Administrative Services Assistant III**, presented the Fiscal Reports
9. Presentation: Fiscal Year 2025-2026 Head Start Self-Assessment Report [26-1443](#)
- Attachments:** [Fiscal Year 2025-2026 Self-Assessment](#)
- Ayalew Lidete, Administrative Services Assistant III**, presented the Contra Costa County Community Assessment Results
10. Presentation: Parent Resiliency [26-1444](#)
- Gabby Vargas, Early Childhood Consultation Program Manager**, provided a presentation on Parent Resiliency, focusing on self care and an overview of signs of child abuse and neglect.

11. Presentation: Grow Stronger Together[26-1445](#)

Jennifer Kirby, Comprehensive Services Manager, Irene Figueroa, Comprehensive Services Manager, Marilyn Doss, Site Supervisor, Carmen Smith, Site Supervisor, and Ruben Cardona, Comprehensive Services Assistant Manager, presented Grow Stronger Together to the Policy Council. This Nutrition Education presentation covered topics like “A persons relationship with food” and “rethinking one’s drink choices.”

12. Subcommittee Reports

There were no Subcommittee Updates

13. Site Reports

Fabienne Fayani, Los Arboles - reported that the preschool class got their new sand box along with new sand toys. The week of the young child is currently taking place, the children got to make smoothie bars and plant a peach tree. Princess Kirsten stopped by the center to do face painting. On 4/16/2026 a fire truck will be at the center and on Friday, the children will have water play and a teddy bear picnic.

Shanie Hansen, KinderCare LoneTree - reported that parents enjoyed the food boxes donated by Contra Costa Solano Food Bank. The center held a spring fling which included an egg hunt, a bunny, and prizes.

Raquel Magana, George Miller III - reported that the site celebrated the week of the young child. Activities included crazy hair day and planting plants for the classrooms. The site had good parent participation as well. Parents have also been encouraged to write letters to their children which the teachers will read to the children.

14. Announcements & Sparkle Space

Ana Araujo, Comprehensive Services Manager, provided the following announcements.

- Make Parenting a Pleasure session 9 is on 4-20-2026
- Next Meetings:
 - Program Services Subcommittee - 05/06/26 @ 5PM
 - Policy Council Executive Meeting - 05/06/2026 @ 6PM
 - Fiscal Subcommittee - 05/20/2026 @ 5PM
 - Policy Council Meeting - 05/20/2026 @ 6PM

15. Meeting Evaluation**Pluses:**

- 24 participants, great parent commitment and participation
- Informative meeting
- Lots of staff recognition
- Child Abuse and Neglect Prevention Training was informative

Deltas:

None

The next meeting is currently scheduled for May 20, 2026

Adjourn

The meeting adjourned at 8:00 PM

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. 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

DRAFT



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-2216

Agenda Date: 5/20/2026

Agenda #: 8.



Assembly Bill 495 – The Family Preparedness Plan Act of 2025

A PRESENTATION TO THE CONTRA COSTA COUNTY HEAD START POLICY

MAY 20, 2026

What is the Law About?

- ▶ Expands family-protection requirements to licensed child care programs and state preschools.
- ▶ Ensures children remain safely cared for during emergencies affecting parents or guardians.
- ▶ Strengthens use of Caregiver's Authorization Affidavits and emergency caregiving plans.

What Programs Cannot Do

- ▶ Cannot collect immigration-related information from children or families.
- ▶ Cannot request or store documents related to citizenship or immigration status.
- ▶ Must ensure equal treatment regardless of immigration status or national origin.

Emergency Contact & Caregiving Requirements

- ▶ Maintain updated emergency contact information for every child.
- ▶ Follow the parent's written instructions if the parent or authorized representative cannot be reached.
- ▶ Support continuity of care during crises affecting parental availability.

Reporting & Staff Responsibilities

- ▶ Report any immigration-related information request or attempted access to the California Attorney General and relevant state agencies.
- ▶ Train staff on updated state guidance regarding immigration-related protections.
- ▶ Maintain compliance documentation as part of licensing requirements.

Next Steps

- ▶ Complete any revisions to our procedures and Family Handbook.
- ▶ Make sure we include the requirements of the department and county.
- ▶ Train staff
- ▶ Full Implementation: July 1, 2026

Questions?

Thank you for listening!



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-2217

Agenda Date: 5/20/2026

Agenda #: 3.

Director's Report – May 2026

1. After having worked for Contra Costa County for 15 years, it is with great honor to share that I have accepted appointment as Director of the Community Services Bureau and therefore have the amazing opportunity to serve as your Head Start Director. Marla Stuart, as Director of the Employment and Human Services Department, will remain in her position as Executive Director for Head Start.
2. We have received formal notice from the Office of Head Start that they have removed our designation as chronically underenrolled for the Early Head Start program! We celebrated our full enrollment success in February and have been waiting for this official notice. Congratulations everyone and keep spreading the word about our program as we are fast approaching peak enrollment season for the new program year beginning July 1st.
3. On May 12th the Administration for Children and Families released a Notice of Proposed Rulemaking, welcoming comments on a proposal to remove the requirements related to wages and benefits. This would remove requirements for programs to ensure salary pay parity between Head Start teachers and public preschool teachers, which currently go into effect in 2031. Comments are due by June 11th.
4. We are celebrating our staff with a full day of wellness during our annual All Staff Summit on May 28th. The theme is “Head, Heart, Hand: Inspire through. Ignite passion. Create change.” We will have inspiring activities and educational experiences planned. This year we are introducing teacher and staff member of the year awards to recognize individuals who go above and beyond.

Informe de la Directora – Mayo 2026

1. Después de haber trabajado para el condado de Contra Costa durante 15 años, es un gran honor compartir que he aceptado el nombramiento como Directora de la Oficina de Servicios Comunitarios y, por tanto, tengo la increíble oportunidad de servir como vuestro Director de Head Start. Marla Stuart, como directora del Departamento de Empleo y Servicios Humanos, permanecerá en su puesto como directora ejecutiva de Head Start.
2. ¡Hemos recibido un aviso formal de la Oficina de Head Start de que han retirado nuestra designación como crónicamente subinscrito para el programa Head Start Anticipado! Celebramos nuestro éxito en la matrícula completa en febrero y hemos estado esperando este aviso oficial. Enhorabuena a todos y seguid difundiendo la información sobre nuestro programa, ya que nos acercamos rápidamente a la temporada alta de inscripciones para el nuevo año de programa que comienza el 1 de julio.
3. El 12 de mayo, la Administración para Niños y Familias publicó un Aviso de Propuesta de Reglamentación, dando la bienvenida a los comentarios sobre una propuesta para eliminar los requisitos relacionados con salarios y beneficios. Esto eliminaría los requisitos para que los programas garanticen la paridad salarial entre los maestros de Head Start y los de preescolar público, que actualmente entrarán en vigor en 2031. Los comentarios deben entregarse antes del 11 de junio.
4. Celebramos a nuestro equipo con un día completo de bienestar durante nuestra Cumbre anual de Todo el Personal el 28 de mayo. El tema es "Cabeza, corazón, mano: inspira a través de él. Enciende la pasión. Crear cambio." Tendremos previstas actividades inspiradoras y experiencias educativas. Este año presentamos los premios al maestra/maestro y al miembro del personal del año para reconocer a quienes van más allá de lo esperado.

Enrollment and Attendance Report to Policy Council May 2026

Enrollment:

- **HS –100.00%**
- **EHS -99.31%**

Attendance:

- **HS – 75.88%**
- **EHS –79.61%**

- 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 because of Family Emergency (No Transportation).

Informe de Inscripción y Asistencia al Consejo de Políticas Mayo 2026

Inscripción:

- **HS –100.00%**
- **EHS -99.31%**

Asistencia:

- **HS – 75.88%**
- **EHS –79.61%**

- A partir del 1 de septiembre de 2024, nuestro total de plazas financiadas de HS/EHS se redujo a 1,201 como resultado de nuestra nueva subvención. Los porcentajes de matrícula reflejan esas reducciones en las plazas.

- Baja asistencia por emergencia familiar (sin transporte).

Compliance Rates for Center Monitoring:

April 2026

Tools	Overall Compliance Rate	Trends in Tools
Daily Health & Safety Classroom Checklist	99%	<ul style="list-style-type: none"> Some sites are experiences issues regarding the wall pads/tablets Track-its have been assigned 13/15 indicators read below 1%. Display strong, consistent compliance through this tool
Daily Playground Safety Checklist	98%	<ul style="list-style-type: none"> The gate does not latch securely Track-it has been submitted Overall site playgrounds are clean and well maintained overall
Weekly Facility Checklist	99%	<ul style="list-style-type: none"> Several door alarms require battery replacement. 5/8 indicators report below 0%. Display strong compliance
Monthly Playground Safety Checklist	97%	<ul style="list-style-type: none"> Wear and tear has been reported on the wooden benches Track-it orders have been placed 0% concerns spacing, sharp edges, standing water, and litter.
CSB Transition & Safety Tool	95%	<ul style="list-style-type: none"> Whiteboards were not consistently updated at the start of each transition Posted materials were updated but not translated Staff are doing an excellent job reinforcing children’s rights and maintain active supervision.
On-Site Content Area Tool	97%	<ul style="list-style-type: none"> Sites did not complete their daily checklist prior to the observer’s arrival The parent board agenda was not updated promptly. Indicators related to medication labels and emergency procedures were highly compliant.

Items to note:

- Overall compliance (95%-99%) across majority of monitoring tools, showing consistent and sustained performance.
- The most notable concern observed in the classroom is the need for teachers to receive reminders that it is essential for them to complete their daily checklist before the children arrive. In addition, teachers need to be reminded to update the whiteboards. Both practices are necessary safety measures to ensure children’s well-being.
- I will follow up with the Site Supervisors to ensure the teachers receive the training and guidance needed.

Porcentajes de cumplimiento del monitoreo de centros:

Abril 2026

Herramientas	Porcentaje de cumplimiento	Tendenciase en herramientas
Lista de verificación diaria de salud y seguridad en la clase	99%	<ul style="list-style-type: none"> Algunos sitios tienen problemas con las almohadillas de pared/tabletas Se han emitido órdenes de seguimiento Los indicadores del 13/15 están por debajo del 1%. Muestra un cumplimiento fuerte y constante a través de esta herramienta
Lista de verificación diaria de seguridad en el patio de recreo	99%	<ul style="list-style-type: none"> La puerta no se cierra de forma segura Se han emitido órdenes de seguimiento En general, los parques infantiles del recinto están limpios y bien mantenidos
Lista de verificación semanal de instalaciones	99%	<ul style="list-style-type: none"> Varias alarmas de puerta requieren reemplazo de batería. los indicadores de 5/8 indican menos del 0%. Mostrar un fuerte cumplimiento
Lista de verificación mensual de seguridad en el patio de recreo	97%	<ul style="list-style-type: none"> Se ha reportado desgaste en los bancos de madera Se han emitido órdenes de seguimiento 0% en cuanto a la separación, bordes afilados, agua estancada y arena.
Herramienta de transición y seguridad de CSB	93%	<ul style="list-style-type: none"> Las pizarras no se actualizaban de forma constante al inicio de cada transición Los materiales publicados se actualizaron pero no se tradujeron El personal está haciendo un excelente trabajo reforzando los derechos de los niños y mantiene una supervisión activa.
Herramienta monitoreo del contenido de área	93%	<ul style="list-style-type: none"> Los sitios no completaban su lista diaria de verificación antes de la llegada del observador La agenda de la junta de padres no se actualizó a tiempo. Los indicadores relacionados con las etiquetas de medicamentos y los procedimientos de emergencia fueron altamente cumplidos.

Puntos a tener en cuenta:

1. Cumplimiento general (95%-99%) en la mayoría de las herramientas de monitorización, mostrando un rendimiento consistente y sostenido.
2. La preocupación más notable observada en el aula es la necesidad de que los profesores reciban recordatorios de que es esencial completar su lista diaria de verificación antes de que lleguen los niños. Además, es necesario recordar a los profesores que actualicen las pizarras. Ambas prácticas son medidas de seguridad necesarias para garantizar el bienestar de los niños.
3. Haré un seguimiento con los Supervisores del Sitio para asegurar que los profesores reciban la formación y orientación necesarias.

Program Information Report (PIR) May 2026

Head Start		
A.12 Cumulative Enrollment	1,032	
C.7 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.	594	57.6%
C.8a The number who have received or are receiving medical treatment for a diagnosed chronic health condition.	200	19.4%
C.20 Number of children who have completed a professional oral examination during the program year.	782	75.8%
C20.a.1 Of these, the number of children who have received or are receiving dental treatment.	90	8.7%
C.1.a Number enrolled in Medicaid and /or CHIP	924	89.5%
C1 Number of all children with health insurance	1027	99.5%
C.24 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	159	15.4%
C.28 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.	411	39.8%
C.45 Number of families that received at least one program services to promote family outcomes.	719	
Early Head Start		
A.10g Cumulative Enrollment of Children	587	
C.7 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.	164	27.9%
C.8a The number who have received or are receiving medical treatment for a diagnosed chronic health condition.	72	12.3%
C.1.a Number enrolled in Medicaid and /or CHIP	549	93.5%
C1 Number of all children with health insurance	583	99.3%
C.25 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)	16	2.7%
C.28 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.	183	31.2%
C.45 Number of families that received at least one program services to promote family outcomes.	311	

Reporte Informativo del Programa (PIR) Mayo 2026

Head Start		
A.12 Matrícula acumulada	1,032	
C.7 Número total de niños que están al día (hasta el final del año del programa) en un programa de atención médica preventiva y primaria adecuada a su edad, de acuerdo con el programa EPSDT del estado correspondiente para la atención médica infantil.	594	57.6%
C.8a El número de personas que han recibido o están recibiendo tratamiento médico por una enfermedad crónica diagnosticada.	200	19.4%
C.20 Número de niños que han completado un examen oral profesional durante el año del programa.	782	75.8%
C20.a.1 De ellos, el número de niños que han recibido o están recibiendo tratamiento dental.	90	8.7%
C.1.a Número de personas inscritas en Medicaid y/o CHIP	924	89.5%
C1 Número total de niños con seguro médico	1027	99.5%
C.24 Número de niños inscritos en el programa que tenían un Programa de Educación Individualizado (IEP), en cualquier momento durante el año de inscripción, lo que indica que la LEA determinó que eran elegibles para recibir educación especial y servicios relacionados.	159	15.4%
C.28 Número total de niños recién matriculados que completaron las evaluaciones requeridas en un plazo de 45 días para detectar problemas de desarrollo, sensoriales y de comportamiento desde que se informó el PIR del año pasado.	411	39.8%
C.45 Número de familias que recibieron al menos un servicio del programa para promover los resultados familiares.	719	
Early Head Start		
A.10g Inscripción acumulada de niños	587	
C.7 Número total de niños que están al día con el calendario de atención médica preventiva y primaria adecuada para su edad, según el calendario EPSDT del estado correspondiente para la atención médica infantil.	164	27.9%
C.8a El número de personas que han recibido o están recibiendo tratamiento médico por una enfermedad crónica diagnosticada.	72	12.3%
C.1.a Número de personas inscritas en Medicaid y/o CHIP	549	93.5%
C1 Número total de niños con seguro médico	583	99.3%
C.25 Número de niños inscritos en el programa que tenían un Plan de Servicio Familiar Individualizado (IFSP), en cualquier momento durante el año de inscripción, lo que indica que la Agencia de la Parte C determinó que eran elegibles para recibir servicios de intervención temprana según la Ley de Educación para Personas con Discapacidades (IDEA).	16	2.7%
C.28 Número total de niños recién matriculados que completaron las evaluaciones requeridas en un plazo de 45 días para detectar problemas de desarrollo, sensoriales y de comportamiento desde que se informó el PIR del año pasado.	183	31.2%
C.45 Número de familias que recibieron al menos un servicio del programa para promover los resultados familiares.	311	

**CONTRA COSTA COUNTY - COMMUNITY SERVICES BUREAU
2025 HEAD START PROGRAM**

BUDGET PERIOD JULY 2025 - JUNE 2026

AS OF March 2026 - NEW GRANT

DESCRIPTION	Total Budget	Remaining Budget	Total YTD Actual	Should be 75.00% %YTD	MARCH 2026
A. PERSONNEL	\$ 5,036,359	\$ 972,667	\$ 4,063,692	80.69%	173,527.42
B. FRINGE BENEFITS	\$ 3,332,306	\$ 928,278	\$ 2,404,028	72.14%	149,205.50
D. EQUIPMENT	\$ -	\$ -	\$ -	0.00%	-
E. SUPPLIES	\$ 280,201	\$ 172,799	\$ 107,402	38.33%	19,395.66
F. TRAVEL	\$ 40,049	\$ 14,079	\$ 25,970	64.85%	6,096.93
G. CONSTRUCTION	\$ -	\$ -	\$ -	0.00%	-
H. OTHER	\$ 1,922,486	\$ 329,099	\$ 1,593,387	82.88%	258,175.88
I. CONTRACTUAL	\$ 2,546,297	\$ 852,953	\$ 1,693,344	66.50%	355,207.00
TOTAL DIRECT CHARGES	\$ 13,157,698	\$ 3,269,876	\$ 9,887,822	75.15%	\$ 961,608
K. INDIRECT COSTS	\$ 966,988	288,051	678,937	70.21%	84,812.57
TOTAL-ALL BUDGET CATEGORIES	\$ 14,124,686	\$ 3,557,927	\$ 10,566,759	74.81%	1,046,420.96
<i>In-Kind (Non-Federal Share)</i>	\$ 3,531,172	\$ 889,482	\$ 2,641,690	74.81%	\$ 261,605

CONTRA COSTA COUNTY - COMMUNITY SERVICES BUREAU
2025 HEAD START PROGRAM
BUDGET PERIOD JULY 2025 - JUNE 2026
AS OF MARCH 2026-NEW GRANT

	Total Budget	Remaining Budget	Total YTD Actual	Should be 75% % YTD	March 2026
a. Salaries & Wages (Object Class 6a)					
Permanent 1011	5,036,359	972,667	4,063,692	81%	173,527.42
TOTAL PERSONNEL (Object class 6a)	5,036,359	972,667	4,063,692	81%	173,527.42
b. FRINGE BENEFITS (Object Class 6b)					
Permanent Staff	3,332,306	928,278	2,404,028	72%	149,205.50
TOTAL FRINGE (Object Class 6b)	3,332,306	928,278	2,404,028	72%	149,205.50
d. EQUIPMENT (Object Class 6d)					
Total EQUIPMENT (Object Class 6d)	-	-	-	0%	-
e. SUPPLIES (Object Class 6e)					
1. Office Supplies	88,453	33,761	54,692	62%	12,188.01
2. Child and Family Services Supplies (Includes classroom Supplies)	89,840	48,418	41,422	46%	3,669.52
Transition Supplies	8,662	8,662	-	0%	-
Computer Supplies, Software Upgrades, Computer Replacements	51,797	45,829	5,968	12%	-
Health/Safety Supplies	2,589	(2,139)	4,728	183%	3,496.49
Mental Health/Disabilities Supplies	25,000	25,000	-	0%	-
Emergency Supplies	3,256	3,256	-	0%	-
Household Supplies	3,604	3,012	592	16%	41.64
Employee Health and Welfare costs	7,000	7,000	-	0%	-
TOTAL SUPPLIES (6e)	280,201	172,799	107,402	38%	19,395.66
f. Travel (Object Class 6f)					
1. Out-of-Town Travel	40,049	14,079	25,970	65%	6,096.93
TOTAL TRAVEL (Object Class 6f)	40,049	14,079	25,970	65%	6,096.93
g. CONSTRUCTION (Object Class 6g)					
TOTAL CONSTRUCTION (6g)	-	-	-	0%	-
h. OTHER (Object Class 6h)					
1. Building occupancy Costs/Rents & Leases	293,252	(368,534)	661,786	226%	115,077.31
2. Utilities, Telephone	30,433	(59,154)	89,587	294%	13,262.01
3. Building & Child Liability Insurance	3,481	(53,298)	56,779	1631%	-
4. Building Maintenance/Repair and Other Occupancy Costs	522,285	278,902	243,383	47%	37,772.35
5. Local Travel	44,468	27,308	17,160	39%	1,948.13
Child Nutrition Costs	301,568	99,710	201,858	67%	61,430.57
USDA and CACFP Reimbursements	(110,877)	39,848	(150,725)	136%	(34,263.00)
PC Orientation, Trainings , materials and translation (including food/venue	21,000	10,150	10,850	52%	483.22
Parent Activities-Sites, PC, BOS Luncheon & Appreciation (incl.food/venue	656	656	-	0%	-
Child Care/Mileage Reimbursement	111	111	-	0%	-
Auditor Controllers	5,907	4,105	1,802	31%	-
Data Processing	238,338	56,713	181,626	76%	-
Outreach - Printing	2,100	1,467	633	30%	-
Recruitment Advertising (e.g. Websites, Digital Marketing)	52,474	52,474	-	0%	-
Family, Community and Parent Engagement (including.food/venue)	35,000	35,000	-	0%	-
(T/TA includes Mandatory trainings, Conferences and Trainings by Conter	175,000	134,887	40,113	23%	2,782.94
Agency Memberships (WIPFLI, Meeting Fees, NHSA, NAEYC)	6,891	1,889	5,002	73%	-
11. Other	-	-	-	0%	-
Site Security Guards	97,172	(30,383)	127,555	131%	52,614.24
Vehicle Operating/ Maintenance and Repair	94,060	14,080	79,980	85%	3,778.45
Equipment Maintenance Repair and Rental	2,307	(2,914)	5,221	226%	2,864.88
Dept of Health and Human Services - 211 Data Base (CCC)	9,881	7,530	2,351	24%	371.00
Other Operating Expenses (CSD Admin/Facs Mgt. Allocation, live scan)	96,979	78,553	18,426	19%	53.78
Health and Safety (Program Improvement Grant/Covid)	-	-	-	0%	-
Comprehensive Services with State Child Development Program	-	-	-	0%	-
TOTAL OTHER (6h)	1,922,486	329,099	1,593,387	83%	258,175.88
i. CONTRACTUAL (Object Class 6i)					
Health Consultant (LVN \$78,050)	34,032	(6,246)	40,278	118%	4,704.00

One Solution Technology	31,490	(2,560)	34,050	108%	-
Leadership Trainings/Seminars/Workshop	62,340	30,320	32,020	51%	4,287.50
Conferences/Trainings	24,834	24,834	-	0%	-
Family Development Credential	43,293	43,293	-	0%	-
Tutoring	6,000	6,000	-	0%	-
KinderCare	286,441	142,462	143,979	50%	-
Tiny Toes	105,902	51,136	54,766	52%	22,631.52
YMCA (East)	1,615,730	524,623	1,091,107	68%	278,260.92
Practice Based Coaching/Classroom Observation	69,298	26,457	42,841	62%	6,646.71
Teacher Recruitment	25,300	13,772	11,528	46%	7,003.98
Demographer	17,500	(1,910)	19,410	111%	-
CLOUDs	224,137	772	223,365	100%	31,672.37
f. CONTRACTUAL (Object Class 6f)	2,546,297	852,953	1,693,344	66.50%	355,207.00
l. TOTAL DIRECT CHARGES (6a-6h)	13,157,698	3,269,876	9,887,822	75%	961,608.39
j. INDIRECT COSTS	966,988	288,051	678,937	70%	84,812.57
k. TOTALS (ALL BUDGET CATEGORIES)	14,124,686	3,557,927	10,566,759	75%	1,046,420.96
<i>Non-Federal Share (In-kind)</i>	3,531,172	889,482	2,641,690	75%	261,605.24

CONDADO DE CONTRA COSTA – BURÓ DE SERVICIOS A LA COMUNIDAD

2025 PROGRAMA HEAD START

PERÍODO PRESUPUESTARIO JULIO 2025 - JUNIO 2026

A PARTIR DE MARZO 2026

DESCRIPCIÓN	PRESUPUESTO TOTAL	PRESUPUESTO RESTANTE	TOTAL REAL HASTA LA FECHA	Should be 75.00%	MARZO 2026
				PORCENTAJE DEL AÑO HASTA LA FECHA	
A. PERSONAL	\$ 5,036,359	\$ 972,667	\$ 4,063,692	80.69%	173,527.42
B. BENEFICIOS SUPLEMENTARIOS	\$ 3,332,306	\$ 928,278	\$ 2,404,028	72.14%	149,205.50
D. EQUIPO	\$ -	\$ -	\$ -	0.00%	-
E. ARTICULOS DE OFICINA	\$ 280,201	\$ 172,799	\$ 107,402	38.33%	19,395.66
F. VIAJES	\$ 40,049	\$ 14,079	\$ 25,970	64.85%	6,096.93
G. CONSTRUCCIÓN	\$ -	\$ -	\$ -	0.00%	-
H. MISCELÁNEO	\$ 1,922,486	\$ 329,099	\$ 1,593,387	82.88%	258,175.88
I. CONTRATOS	\$ 2,546,297	\$ 852,953	\$ 1,693,344	66.50%	355,207.00
I. TOTAL DE CARGOS DIRECTOS	\$ 13,157,698	\$ 3,269,876	\$ 9,887,822	75.15%	961,608.39
j. CARGOS INDIRECTOS	966,988	\$ 288,051	678,937	70.21%	84,812.57
k. TOTAL-CATEGORÍAS DEL PRESUPU	\$ 14,124,686	\$ 3,557,927	\$ 10,566,759	74.81%	1,046,420.96
<i>In-Kind (Non-Federal Share)</i>	\$ 3,531,172	\$ 889,482	\$ 2,641,690	6.13%	261,605.24

CONDADO DE CONTRA COSTA – BURO DE SERVICIOS A LA COMUNIDAD
2025 PROGRAMA HEAD START
PERIODO PRESUPUESTARIO JULIO 2025 - JUNIO 2026

A PARTIR DE MARZO 2026

75.00%

	PRESUPUESTO TOTAL	PRESUPUESTO O RESTANTE	TOTAL REAL HASTA LA FECHA	PORCENTAJE DEL AÑO HASTA LA FECHA	MARZO 2026
a. PERSONAL (Clasificación de objeto 6a)					
Permanente	5,036,359	972,667	4,063,692	80.69%	173,527.42
TOTAL PERSONNEL (Object class 6a)	5,036,359	972,667	4,063,692	80.69%	173,527.42
b. BENEFICIOS SUPLEMENTARIOS (Clasificación de objeto 6b)					
Permanente	3,332,306	928,278	2,404,028	72.14%	149,205.50
BENEFICIOS SUPLEMENTARIOS TOTALES (6b)	3,332,306	928,278	2,404,028	72.14%	149,205.50
c. EQUIPO (Clasificación de objeto 6c)					
EQUIPO TOTAL (6c)	-	-	-	0.00%	-
d. ARTICULOS (Clasificación de objeto 6d)					
1. Artículos de Oficina	88,453	33,761	54,692	61.83%	12,188.01
2. Artículos de Home Base para EHS	89,840	48,418	41,422	46.11%	3,669.52
Artículos de transición	8,662	8,662	-	0.00%	-
Artículos de computadora, reemplazos, actualización de software	51,797	45,829	5,968	11.52%	-
Artículos de salud y seguridad	2,589	(2,139)	4,728	182.64%	3,496.49
Artículos de discapacidades de salud mental	25,000	25,000	-	0.00%	-
Artículos de misceláneos	-	-	-	0.00%	-
Artículos de emergencia	3,256	3,256	-	0.00%	-
Artículos de familiar	3,604	3,012	592	16.42%	41.64
Costos de salud y bienestar de los empleados	7,000	7,000	-	0.00%	-
TOTAL DE ARTICULOS (Clasificación de objeto 6d)	280,201	172,799	107,402	38.33%	19,395.66
e. Viajar (Clasificación de objeto 6e)					
1. Viajes fuera de la ciudad	40,049	14,079	25,970	64.85%	6,096.93
VIAJES TOTALES (6e)	40,049	14,079	25,970	64.85%	6,096.93
g. CONSTRUCCIÓN (Clasificación de objeto 6g)					
TOTAL DE CONSTRUCCIÓN (6g)	-	-	-	0.00%	-
h. MISCELÁNEO (Clasificación de objeto 6h)					
1. Costo de Ocupación del Edificio/Renta	293,252	(368,534)	661,786	225.67%	115,077.31
2. Utilidades, Teléfono	30,433	(59,154)	89,587	294.37%	13,262.01
3. Seguro de responsabilidad civil infantil y de construcción	3,481	(53,298)	56,779	1631.12%	-
4. Mantenimiento/repación de edificios y otros costos de ocupación	522,285	278,902	243,383	46.60%	37,772.35
5. Viajes Locales	44,468	27,308	17,160	38.59%	1,948.13
Costo Nutritivo para Niños	301,568	99,710	201,858	66.94%	61,430.57
Reembolso de CACFP & USDA	(110,877)	39,848	(150,725)	135.94%	(34,263.00)
7. Servicios de Padres	-	-	-	0.00%	-
Registración de Conferencias para Padres (incluyendo comida/lugar)	-	-	-	0.00%	-
Recursos para Padres, Libros del Ser Padre , Videos	-	-	-	0.00%	-
PC Orientation, Trainings , materials and translation (including food/venu	21,000	10,150	10,850	51.67%	483.22
PC Orientación, Formación, Materiales, Traducción (incluyendo comida/l	656	656	-	0.00%	-
Policy Council Reuniones - (incluyendo comida/lugar)	111	111	-	0.00%	-
Actividades de Padres	-	-	-	0.00%	-
Controladores auditores	5,907	4,105	1,802	30.51%	-
Proceso de datos	238,338	56,713	181,626	76.21%	-
Publicaciones/Publicidad/Impresión	-	-	-	0.00%	-
Divulgación - Imprenta	2,100	1,467	633	30.14%	-
anuncio de reclutamiento	52,474	52,474	-	0.00%	-
Capacitación o desarrollo del personal	-	-	-	0.00%	-
Envolvramiento de padres, familia y comunidad (incluyendo comida/lug	35,000	35,000	-	0.00%	-
(T/TA includes Mandatory trainings, Conferences and Trainings by Conte	175,000	134,887	40,113	22.92%	2,782.94
Agency Memberships (WIPFLI, Meeting Fees, NHSA, NAEYC)	6,891	1,889	5,002	72.59%	-
Guardia de seguridad de centros	97,172	(30,383)	127,555	131.27%	52,614.24
Reparación y mantenimiento de vehículos	94,060	14,080	79,980	85.03%	3,778.45
Mantenimiento Reparación y Renta de equipos	2,307	(2,914)	5,221	226.30%	2,864.88
Dept of Health and Human Services - 211 Data Base (CCC)	9,881	7,530	2,351	23.79%	371.00
Otros gastos operativos (Hechos administrativos y otros administrativos)	96,979	78,553	18,426	19.00%	53.78
	1,922,486	329,099	1,593,387	82.88%	258,175.88
i. CONTRACTUAL (Object Class 6i)					
Consultor de Salud (LVN \$78,050)	34,032	(6,246)	40,278	118.35%	4,704.00
One Solution Technology	31,490	(2,560)	34,050	108.13%	-
Capacitaciones/seminarios/talleres de liderazgo	62,340	30,320	32,020	51.36%	4,287.50
Conferencia/Capacitaciones	24,834	24,834	-	0.00%	-

Credencial de Desarrollo Familiar	43,293	43,293	-	0.00%	-
Tutoría	6,000	6,000	-	0.00%	-
KinderCare	286,441	142,462	143,979	50.26%	-
Tiny Toes	105,902	51,136	54,766	51.71%	22,631.52
YMCA (East)	1,615,730	524,623	1,091,107	67.53%	278,260.92
Practice Based Coaching/Classroom Observation	69,298	26,457	42,841	61.82%	6,646.71
Teacher Recruitment	25,300	13,772	11,528	45.57%	7,003.98
Demógrafo	17,500	(1,910)	19,410	110.91%	-
CLOUDs	224,137	772	223,365	99.66%	31,672.37
TOTAL DE CONTRATOS (6f)	2,546,297	852,953	1,693,344	66.50%	355,207.00
i. TOTAL DE CARGOS DIRECTOS (6a-6h)	13,157,698	3,269,876	9,887,822	75.15%	961,608.39
j. CARGOS INDIRECTOS	966,988	288,051	678,937	70.21%	84,812.57
k. TOTAL (CATEGORÍAS DEL PRESUPUESTO)	14,124,686	3,557,927	10,566,759	74.81%	1,046,420.96
<i>Donación de mercancías y servicios</i>	<i>3,531,172</i>	<i>889,482</i>	<i>2,641,690</i>	<i>74.81%</i>	<i>261,605.24</i>

CONTRA COSTA COUNTY - COMMUNITY SERVICES BUREAU

2025 EARLY HEAD START PROGRAM

BUDGET PERIOD JULY 2025 - JUNE 2026

As Of MARCH 2026

1	2	3	4	5	
DESCRIPTION	Total Budget	Remaining Budget	Total YTD Actual	Should be 75% % YTD	Mar-26
a. PERSONNEL	1,224,885	217,483	1,007,402	82.24%	77,572
b. FRINGE BENEFITS	803,844	196,695	607,149	75.53%	47,556
c. EQUIPMENT	-	-	-	-	
d. SUPPLIES	85,596	32,607	52,989	61.91%	8,858
e. TRAVEL	17,164	6,572	10,592	61.71%	2,420
f. CONSTRUCTION	-	-	-	-	
g. OTHER	574,780	151,694	423,086	73.61%	84,370
h. CONTRACTUAL	3,511,212	1,422,378	2,088,834	59.49%	220,952
i. TOTAL DIRECT CHARGES	6,217,481	2,027,429	4,190,052	67.39%	441,728
j. INDIRECT COSTS	235,175	35,469	199,706	84.92%	1,416
k. TOTAL-ALL BUDGET CATEGORIES	6,452,656	2,062,898	4,389,758	68.03%	443,144
<i>In-Kind (Non-Federal Share)</i>	1,613,164	535,686	1,097,439	67.20%	110,786

CONTRA COSTA COUNTY - COMMUNITY SERVICES BUREAU

**2025 EARLY HEAD START PROGRAM
BUDGET PERIOD JULY 2025 - JUNE 2026**

AS OF March 2026

1	2	3	4	5	March
	Total Budget	Remaining Budget	Total YTD Actual	Should be 75% % YTD	2026
a. PERSONNEL (Object Class 6a)					
Permanent (staff)	1,224,885	217,483	1,007,402	82%	77,571.77
TOTAL PERSONNEL (6a)	1,224,885	217,483	1,007,402	82%	77,571.77
b. FRINGE BENEFITS (Object Class 6b)					
Permanent Staff	803,844	196,695	607,149	76%	47,555.84
TOTAL FRINGE (6b)	803,844	196,695	607,149	76%	47,555.84
c. EQUIPMENT (Object Class 6d)					
TOTAL EQUIPMENT (6c)	-	-	-	0%	-
d. SUPPLIES (Object Class 6e)					
1. Office Supplies	17,967	(8,441)	26,408	147%	3,980.16
2. Child and Family Services Supplies	32,074	12,297	19,777		1,183.09
Transition Supplies	6,306	6,306	-		-
Computer Supplies, Software Upgrades, Computer Replacements	10,771	10,440	331	3%	-
Health/Safety Supplies	1,413	(4,308)	5,721	405%	-
Mental Health/Disabilities Supplies	10,000	10,000	-		-
Emergency Supplies	1,949	1,949	-		-
Household Supplies	2,116	1,905	211	10%	25.88
Employee Health and Welfare costs	3,000	2,459	541	18%	-
TOTAL SUPPLIES (6d)	85,596	32,607	52,989	62%	5,189.13
e. Travel (Object Class 6c)					
1. Out-of-Town Travel	17,164	6,572	10,592	62%	2,419.59
TOTAL TRAVEL (6e)	17,164	6,572	10,592	62%	2,419.59
f. CONSTRUCTION (Object Class 6f)					
TOTAL CONSTRUCTION (6f)	-	-	-	0%	-
g. OTHER (Object Class 6g)					
1. Building occupancy Costs/Rents & Leases	91,679	(40,854)	132,533	145%	30,185.23
2. Utilities, Telephone	6,549	(26,565)	33,114	506%	5,693.55
3. Building & Child Liability Insurance	1,492	(17,434)	18,926	1269%	-
4. Building Maintenance/Repair and Other Occupancy Costs	144,908	74,281	70,627	49%	8,774.44
5. Local Travel	10,486	5,597	4,889	47%	600.89
Child Nutrition Costs	114,667	74,127	40,540	35%	13,748.75
USDA and CACFP Reimbursements	(47,519)	(10,214)	(37,305)		(7,668.00)
7. Parent Services	-	-	-		-
PC Orientation, Trainings , materials and translation (including food/ven	9,000	5,271	3,729	41%	207.10
Parent Activities-Sites, PC, BOS luncheon & Appreciation (incl.food/ven	281	193	88	31%	-
Child Care/Mileage Reimbursement	47	47	-		-
8. Accounting & Legal Services	-	-	-		-
Auditor Controllers	2,532	2,532	-		-
Data Processing	36,431	(7,281)	43,712	120%	-
9. Publications/Advertising/Printing	-	-	-		-
Outreach - Printing	900	612	288	32%	-
Recruitment Advertising (e.g. Websites, Digital Marketing)	22,489	22,489	-		-
Family, Community and Parent Engagement (including.food/venue)	10,000	9,922	78	1%	-
(T/TA includes Mandatory trainings, Conferences and Trainings by Cont	74,999	60,002	14,997	20%	1,026.40
Agency Memberships (WIPFLI, Meeting Fees, NHSA, NAEYC)	2,953	831	2,123	72%	-
11. Other	-	-	-		-
Site Security Guards	32,202	(41,566)	73,768	229%	30,550.86
Vehicle Operating/ Maintenance and Repair	30,312	21,816	8,496	28%	403.19
Equipment Maintenance Repair and Rental	989	(8,163)	9,152	925%	807.50
Dept of Health and Human Services - 211 Data Base	4,235	4,235	-		-
Other Operating Expenses (CSD Admin/Facs Mgt. Allocation)	25,148	21,817	3,331	13%	40.33
TOTAL OTHER (6g)	574,780	151,694	423,086	74%	84,370.25
h. CONTRACTUAL (Object Class 6h)					
Health Consultant (LVN \$78,050)	14,585	(661)	15,246	105%	2,016.00
Health Consultant (LVN)	-	(2,016)	2,016		-
4. Training & Technical Assistance	-	-	-		-
One Solution Technology	13,496	(4,606)	18,102	134%	-
Leadership Trainings/Seminars/Workshop	26,717	4,080	22,637	85%	1,904.13

Conferences/Trainings	10,643	10,643	-	-	-
Family Development Credential	18,554	18,554	-	-	-
Tutoring	4,000	4,000	-	-	-
Crossroads	180,466	104,053	76,413	42%	11,809.22
KinderCare	736,613	350,104	386,509	52%	-
Martinez ECC	1,702,038	854,344	847,694	50%	-
Tiny Toes	78,646	39,467	39,179	50%	17,227.56
YMCA (East)	563,147	70,489	492,658		123,959.34
Practice Based Coaching/Classroom Observation	29,699	15,016	14,683	49%	2,756.25
Teacher Recruitment	8,700	3,175	5,525	64%	1,862.39
Demographer	7,500	1,110	6,390	85%	-
CLOUDs	116,408	(45,375)	161,783	139%	59,417.53
TOTAL CONTRACTUAL (6h)	3,511,212	1,422,378	2,088,834	59%	220,952.42
i. TOTAL DIRECT CHARGES (6a-6h)	6,217,481	2,027,429	4,190,052	67%	441,727.66
j. INDIRECT COSTS	235,175	#REF!	#REF!	68%	1,415.93
k. TOTALS (ALL BUDGET CATEGORIES)	6,452,656	2,062,898	4,389,758	68%	443,143.59
					-
<i>Non Federal Share</i>	1,633,125	535,686	1,097,439	67%	110,785.90

CONDADO DE CONTRA COSTA – BURÓ DE SERVICIOS A LA COMUNIDAD

2025 PROGRAMA DE EARLY HEAD START

PERÍODO PRESUPUESTARIO JULIO 2025 - JUNIO 2026

A PARTIR DE MARZO 2026

1	2	3	4	5	
	PRESUPUESTO TOTAL	PRESUPUESTO RESTANTE	TOTAL REAL HASTA LA FECHA	Should be 75% PORCENTAJE DEL AÑO HASTA LA FECHA	MARZO 2026
DESCRIPCIÓN					
a. PERSONAL	1,224,885	217,483	1,007,402	82.24%	77,572
b. BENEFICIOS SUPLEMENTARIOS	803,844	196,695	607,149	75.53%	47,556
c. EQUIPO	-	-	-	0.00%	
d. ARTICULOS DE OFICINA	85,596	32,607	52,989	61.91%	8,858
e. VIAJES	17,164	6,572	10,592	61.71%	2,420
g. CONSTRUCCIÓN	-	-	-	0.00%	
h. MISCELÁNEO	574,780	151,694	423,086	73.61%	84,370
f. CONTRATOS	3,511,212	1,422,378	2,088,834	59.49%	220,952
i. TOTAL DE CARGOS DIRECTOS	6,217,481	2,027,429	4,190,052	67.39%	441,728
j. CARGOS INDIRECTOS	235,175	35,469	199,706	84.92%	1,416
k. TOTAL-CATEGORIAS DEL PRESUPI	6,452,656	2,062,898	4,389,758	68.03%	443,144
<i>Donación de mercancías y servicios (In- t</i>	<i>1,613,164</i>	<i>535,686</i>	<i>1,097,439</i>	<i>67.20%</i>	<i>110,786</i>

Should be
75%

	PRESUPUEST O TOTAL	PRESUPUEST O RESTANTE	TOTAL REAL HASTA LA FECHA	PORCENTAJE DEL AÑO HASTA LA FECHA	MARZO 2026
a. PERSONAL (Clasificación de objeto 6a)					
Permanente	1,224,885	217,483	1,007,402	82%	77,572
PERSONAL TOTAL (6a)	1,224,885	217,483	1,007,402	82%	77,572
b. BENEFICIOS SUPLEMENTARIOS (Clasificación de objeto 6b)					
Permanente	803,844	196,695	607,149	76%	47,556
BENEFICIOS SUPLEMENTARIOS TOTALES (6b)	803,844	196,695	607,149	76%	47,556
c. EQUIPO (Clasificación de objeto 6c)					
EQUIPO TOTAL (6c)	-	-	-	0%	-
d. ARTICULOS (Clasificación de objeto 6d)					
1. Artículos de Oficina	17,967	(8,441)	26,408	147%	3,980
2. Artículos de Home Base para EHS	32,074	12,297	19,777	62%	1,183
Artículos de transición	6,306	6,306	-	-	-
Artículos de computadora, reemplazos, actualización de software	10,771	10,440	331	3%	-
Artículos de discapacidades de salud mental	10,000	10,000	-	-	-
Artículos de emergencia	1,949	1,949	-	-	-
Artículos de familiar	2,116	1,905	211	10%	26
Costos de salud y bienestar de los empleados	3,000	2,459	541	18%	-
TOTAL DE ARTICULOS (Clasificación de objeto 6d)	85,596	32,607	52,989	62%	8,858
e. Viajar (Clasificación de objeto 6e)					
1. Viajes fuera de la ciudad	17,164	6,572	10,592	62%	2,420
VIAJES TOTALES (6e)	17,164	6,572	10,592	62%	2,420
f. CONSTRUCCIÓN (Clasificación de objeto 6f)					
TOTAL DE CONSTRUCCIÓN (6f)	-	-	-	0%	-
g. MISCELÁNEO (Clasificación de objeto 6g)					
1. Costo de Ocupación del Edificio/Renta	91,679	(40,854)	132,533	145%	30,185
2. Utilidades, Teléfono	6,549	(26,565)	33,114	506%	5,694
3. Seguro de responsabilidad civil infantil y de construcción	1,492	(17,434)	18,926	1269%	-
4. Mantenimiento/repación de edificios y otros costos de ocupación	144,908	74,281	70,627	49%	8,774
5. Viajes Locales	10,486	5,597	4,889	47%	601
6. Servicios Nutritivos	-	-	-	-	-
Costo Nutritivo para Niños	114,667	74,127	40,540	35%	13,749
Reembolso de CACFP & USDA	(47,519)	(10,214)	(37,305)	-	(7,668)
7. Servicios de Padres	-	-	-	-	-
PC Orientación, Formación, Materiales, Traducción (incluyendo comida/lugar)	9,000	5,271	3,729	41%	207
Actividades de Padres - Urección, placas, broches, certificados, comida	281	193	88	31%	-
Reembolso para el cuidado de niños/Millas	47	47	-	-	-
8. Servicios de Contabilidad y Legal	-	-	-	-	-
Contadores de Auditoria	2,532	2,532	-	-	-
Servicios de procesamientos de datos	36,431	(7,281)	43,712	120%	-
9. Publicaciones/Anuncios/Imprenta	-	-	-	-	-
Outreach - Impresión	900	612	288	32%	-
Costo de expansión - propaganda	22,489	22,489	-	-	-
Envolvramiento de padres, familia y comunidad (incluyendo comida/lugar)	10,000	9,922	78	1%	-
(T/TA includes Mandatory trainings, Conferences and Trainings by Content are	74,999	60,002	14,997	20%	1,026
Membresías (WIPFLI, Meeting Fees, NHA, NAEYC)	2,953	831	2,123	72%	-
11. Misceláneo	-	-	-	-	-
Guardia de seguridad de centros	32,202	(41,566)	73,768	229%	30,551
Reparación y mantenimiento de vehiculos	30,312	21,816	8,496	28%	403
Mantenimiento Reparación y Renta de equipos	989	(8,163)	9,152	925%	808
Departamento de salud y servicios humanos	4,235	4,235	-	-	-
Otros gastos operativos (Hechos administrativos y otros administrativos)	25,148	21,817	3,331	13%	40
TOTAL DE MISCELÁNEO (6g)	574,780	151,694	423,086	74%	84,370
h. CONTRATOS (Clasificación de objeto 6h)					
Consultor de Salud (LVN \$78,050)	14,585	(661)	15,246	105%	2,016
Consultor de Salud (LVN)	-	(2,016)	2,016	-	-
Consultor de Head Start	-	-	-	-	-
One Solution Technology	13,496	(4,606)	18,102	134%	-
CUacitaciones/seminarios/talleres de liderazgo	26,717	4,080	22,637	85%	1,904
Conferencia/CUacitaciones	10,643	10,643	-	-	-
Credencial de Desarrollo Familiar	18,554	18,554	-	-	-
Tutoría	4,000	4,000	-	-	-
Crossroads	180,466	104,053	76,413	42%	11,809
KinderCare	736,613	350,104	386,509	52%	-
Martínez ECC	1,702,038	854,344	847,694	50%	-
Tiny Toes	78,646	39,467	39,179	50%	17,228
YMCA (EAST)	563,147	70,489	492,658	-	123,959
Practice Based Coaching/Classroom Observation	29,699	15,016	14,683	49%	2,756
Teacher Recruitment	8,700	3,175	5,525	64%	1,862

DemógrUo	7,500	1,110	6,390	85%	-
CLOUDs	116,408	(45,375)	161,783	139%	59,418
TOTAL DE CONTRATOS (6h)	3,511,212	1,422,378	2,088,834	59%	220,952
i. TOTAL DE CARGOS DIRECTOS (6a-6h)	6,217,481	2,027,429	4,190,052	67%	441,728
j. CARGOS INDIRECTOS	235,175	35,469	199,706	85%	1,416
k. TOTAL (CATEGORÍAS DEL PRESUPUESTO)	6,452,656	2,062,898	4,389,758	68%	443,144
<i>Donación de mercancías y servicios</i>	1,633,125	535,686	1,097,439	67%	110,786

Head Start	
Category	Expenditures
Training & Registration	\$829.50
Household Expense	\$0.00
Other Travel Employees	\$1,669.60
Books, Periodicals	\$0.00
Rents & Leases - Property	\$0.00
Educational Supplies	\$0.00
Misc Services/Supplies	\$822.01
	\$3,321.11

Early Head Start	
Category	Expenditures
Training & Registration	\$355.50
Household Expense	\$0.00
Other Travel Employees	\$772.40
Books, Periodicals	\$0.00
Rents & Leases - Property	\$0.00
Educational Supplies	\$0.00
Misc Services/Supplies	\$18.10
	\$1,146.00

Total **\$4,467.11**

Head Start	
Categoría	Gastos
Capacitación y registro	\$829.50
Gastos del programa	\$0.00
Viajes de empleados y otros	\$1,669.60
Publicaciones periódicas y libros	\$0.00
Propiedad, Alquileres y arrendamientos	\$0.00
Suministros educativos	\$0.00
Servicios/Suministros diversos	\$822.01
	\$3,321.11

Early Head Start	
Categoría	Gastos
Capacitación y registro	\$355.50
Gastos del programa	\$0.00
Viajes de empleados y otros	\$772.40
Publicaciones periódicas y libros	\$0.00
Propiedad, Alquileres y arrendamientos	\$0.00
Suministros educativos	\$0.00
Servicios/Suministros diversos	\$18.10
	\$1,146.00

Total **\$4,467.11**

EHSD/CSB

CHILD NUTRITION FOOD SERVICES

CHILD and ADULT CARE FOOD PROGRAM MEALS SERVED - FY 2025-2026

March 2026

12 Approved Sites



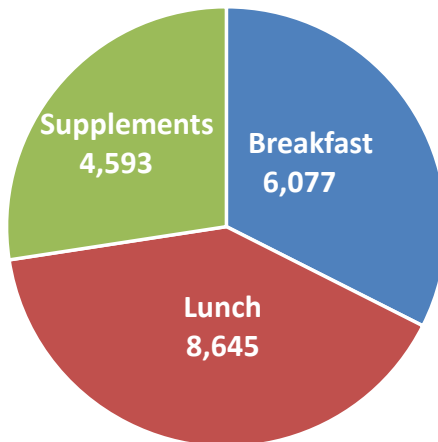
22 Day, Meals Served



393 Daily Participation



19,315 Meals Served



Claim Reimbursement

Total: \$ 72,308

EHSD/CSB

SERVICIOS DE ALIMENTACIÓN Y NUTRICIÓN INFANTIL

PROGRAMA DE ALIMENTACIÓN PARA NIÑOS Y ADULTOS COMIDAS SERVIDAS – AÑO

FISCAL 2025-2026

Marzo 2026

12 Centros aprobados



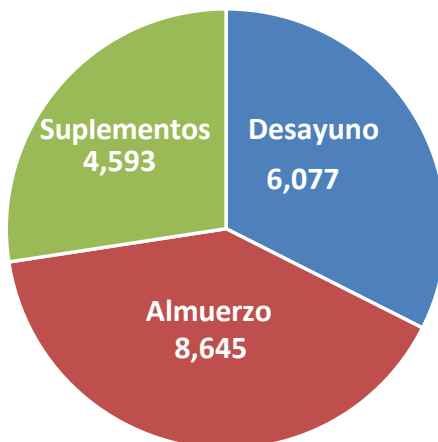
22 Días de Comidas Servidas



393 Participación diaria



19,315 Comidas servidas



Reclamación de Reembolso

Total: \$ 72,308



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-2218

Agenda Date: 5/20/2026

Agenda #: 10.

FY23-24 Single Audit

The Board of Supervisors' Finance Committee approved the FY23-24 Contra Costa County Single Audit on November 3, 2025.

The Board of Supervisors approved the FY23-24 Single Audit findings related to the Head Start grant on December 16, 2025.

Sharing today the FY23-24 Single Audit findings related to the Head Start grant per Federal requirements:

- Head Start Act 642(d)(2)
- Head Start Program Performance Standards 1301.3(c)

There were no findings for the Head Start grant.

FY24-25 Single Audit

Sharing today the FY24-25 Single Audit findings related to the Head Start grant per Federal requirements:

- Head Start Act 642(d)(2)
- Head Start Program Performance Standards 1301.3(c)

There were no findings for the Head Start grant.

The Board of Supervisors has not yet approved the FY24-25 Single Audit findings related to the Head Start grant. The audit is awaiting approval by the Board of Supervisors' Finance Committee.



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-2219

Agenda Date: 5/20/2026

Agenda #: 11.



2025-2026 Parent Survey Results

May 20, 2026

CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

Tracy Lewis, ASAIII
Community Services Bureau

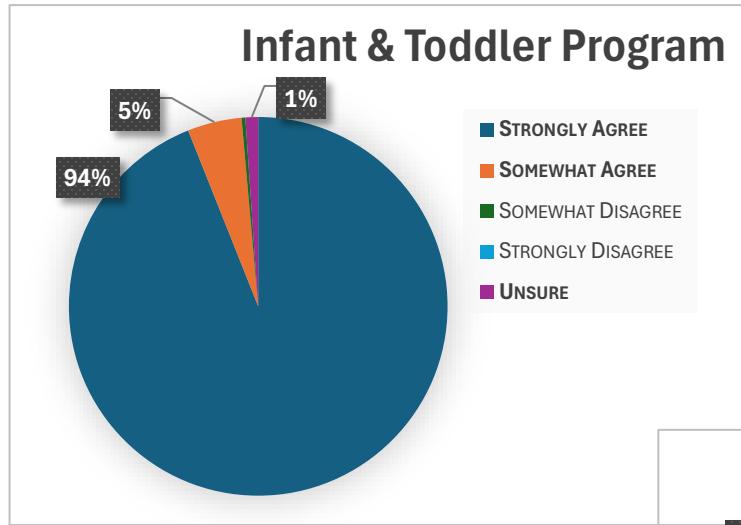
About Parent Survey

- 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



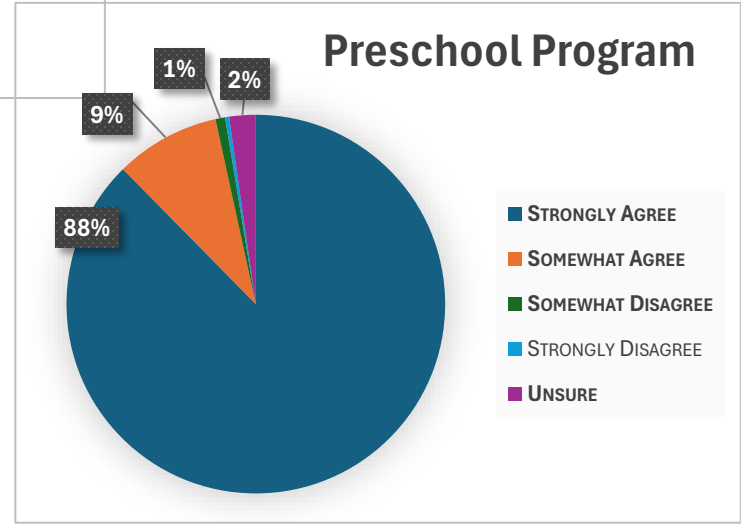
A new survey was introduced this year. Parents were asked to rate how they felt about 25 statements, they could choose:

- Strongly Agree
- Somewhat Agree
- Somewhat Disagree
- Strongly Disagree
- Unsure



99% Strongly Agreed or Somewhat Agreed in our Infant & Toddler program...

...AND 97% Strongly Agreed or Somewhat Agreed in our Preschool Program!





The program explains my child's ongoing development to me through progress reports, parent conferences, and informal conversations.

General Child Care

Strongly Agree

• 92%

Somewhat Agree

• 7%

State Preschool

Strongly Agree

• 88%

Somewhat Agree

• 11%



Program Year 2025-2026	Strongly Agree	Somewhat Agree	Somewhat Disagree	Strongly Disagree	Unsure
The program clearly explained the process for enrolling my child in the program.	491	35	3	0	2
The program clearly explained all their safety policies and procedures regarding illness, medication , emergencies, etc.	477	32	1	0	1
The program shares information on the curriculum and learning activities with me.	453	52	3	1	1
The program provides me with resources and suggestions for how I can support my child’s learning and development at home.	449	49	7	0	6
When needed, the program helps me get referrals to social and/or health services in my community, such as an assessment to diagnose a disability, provide behavioral supports, or other referrals.	453	50	5	1	23
The program communicates with me in my home language, including translating materials (if I speak a language other than English).	467	24	2	2	13
The program engages with my family to ensure learning experiences, books, and materials reflect my child’s race, home language, and cultural background.	454	45	3	3	1
The program encourages me to engage in family events, parent committees, opportunities to volunteer, and other family engagement opportunities.	459	46	5	0	3
The program makes me feel welcome and treats me like a valued partner in my child’s learning.	477	34	0	0	0
I receive answers and resolutions from the program in a timely manner when I have questions or concerns.	469	39	2	0	0



**General
Child Care**

Strongly Agree

• 97%

Somewhat Agree

• 3%

**State
Preschool**

Strongly Agree

• 80%

Somewhat Agree

• 14%

The program provides healthy meals and snacks that reflect my child's culture.



Program Year 2025-2026	Strongly Agree	Somewhat Agree	Somewhat Disagree	Strongly Disagree	Unsure
The program supports my child in learning healthy habits, such as handwashing and personal hygiene.	490	16	2	0	1
The program provides developmentally appropriate learning activities that help my child’s individual school readiness skills, such as math and literacy.	464	39	3	1	4
The program provides my child with support in their social and emotional skills, such as how to play with friends and process emotions.	473	35	1	0	2
The program provides a balance of indoor and outdoor movement activities to support my child’s individual physical development.	466	35	1	0	5
The program supports my child’s home language skills as well as English.	457	29	4	1	16
The program provided me with information on their current suspension and expulsion policies and procedures.	423	42	7	4	26
The program provides me with information on local elementary schools when my child is ready for kindergarten.	409	48	7	2	43
Has your child’s participation in the program helped you get a job, keep your job, or attend school?	303	36	5	4	43
Children with IEPs or IFSPs only					
My child is included in activities with other children in the program.	68	8	0	0	4
The program effectively meets my child’s individual needs aligned to their IFSP or IEP goals.	50	9	0	1	7

What is one
thing you love
most about the
program?

“That he is safe and can learn”

*“I am very happy for the program as my
child has advanced rapidly through it”*

“The staff”

“The love, respect, structure, growth and child development.”

“La atención mostrada por los maestros hacia el niño y mi familia”

“He is learning sign language and Spanish. ”

“My child is more open and engages a lot more.

“Conciencia entre amigos”

What is one thing you would like to see improved about the program?

"More food choices for the kids."

"Try to add more toys and activities that enhance social skills."

"Totally satisfied!"

"Practica juntos (reunidos)
cantando contando números"

"la comida y mas actividades físicas para los ninos."

"Communication weekly."

"All is perfect."

"More Pay for teachers and holidays!"

"More extended time and food"

What questions do you have?

Thank you!



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-2220

Agenda Date: 5/20/2026

Agenda #: 12.



MID-YEAR ASSESSMENT REPORT 2025-2026

MAY 2026

Presented By
Education Team

OVERVIEW OF METHODS

School Readiness Goals are expectations for children's development in key areas to prepare them for success in kindergarten and beyond. These goals typically focus on the five DRDP Domains.

Each year, CSB develops **School Readiness Goals** for all children in our program. These goals are tailored to reflect the developmental stages and needs of the children we serve.

Today, we will share **School Readiness Goals Mid-Year Assessment** report for this program year.

EXPECTED YEAR-END OUTCOMES

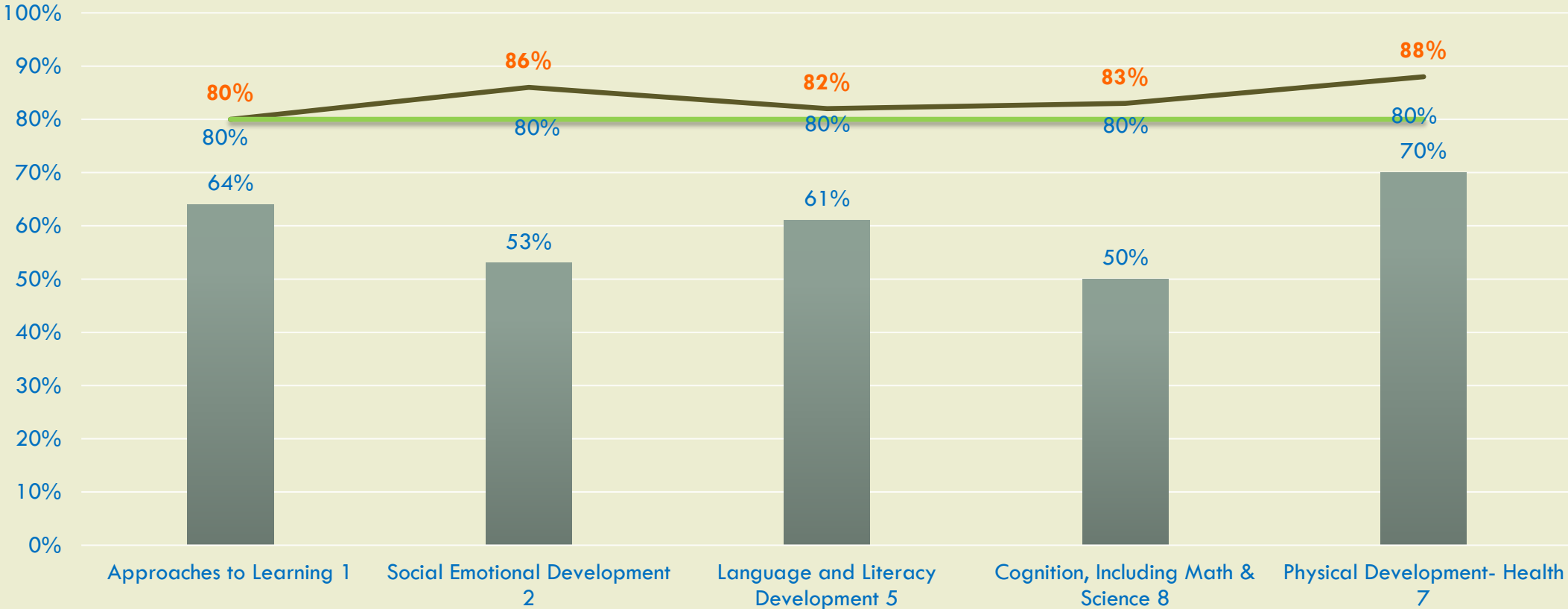
INFANTS:

By June 2026, 80% of infant children will achieve the Exploring Earlier level and above for all **School Readiness Goals Measures.**

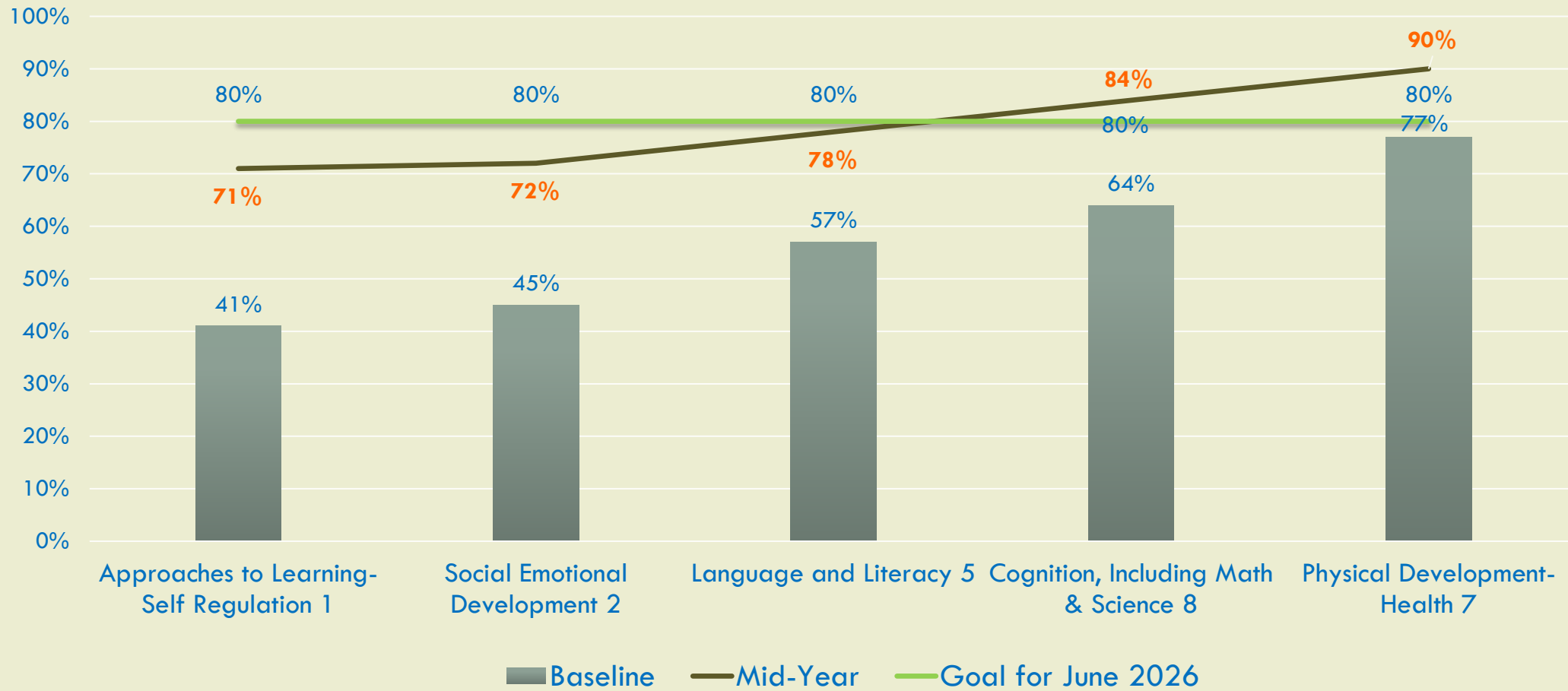
TODDLERS:

By June 2026, 80% of toddlers will be at the developmental level of Exploring Later and above for all the **School Readiness Goals Measures.**

Infant: Baseline, Mid-Year, and Expected Outcomes by June 2026



Toddler: Baseline, Mid-Year, and Expected Outcomes by June 2026



EXPECTED YEAR-END OUTCOMES

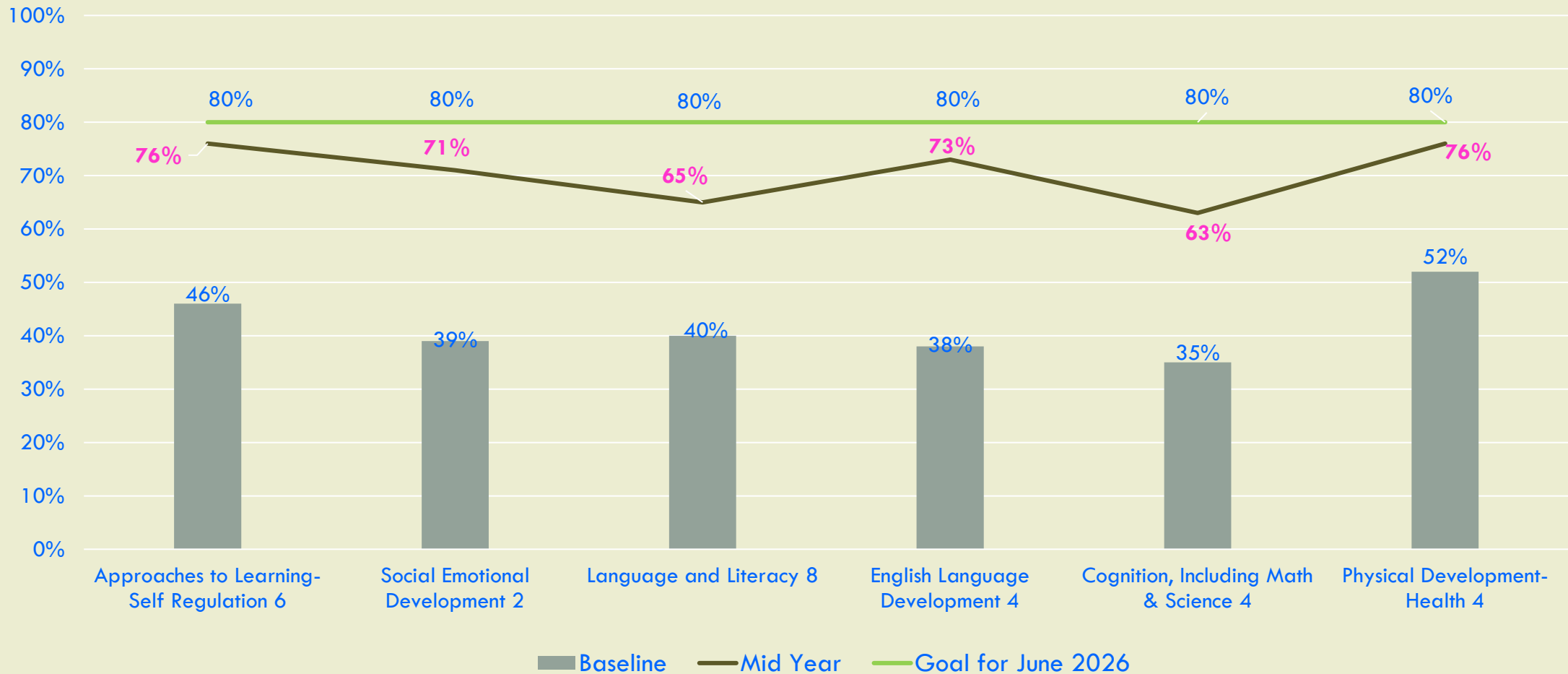
PRESCHOOL:

By June 2026, 80% of preschoolers will be at the developmental level of Building Earlier and above for all **School Readiness Goals Measures**.

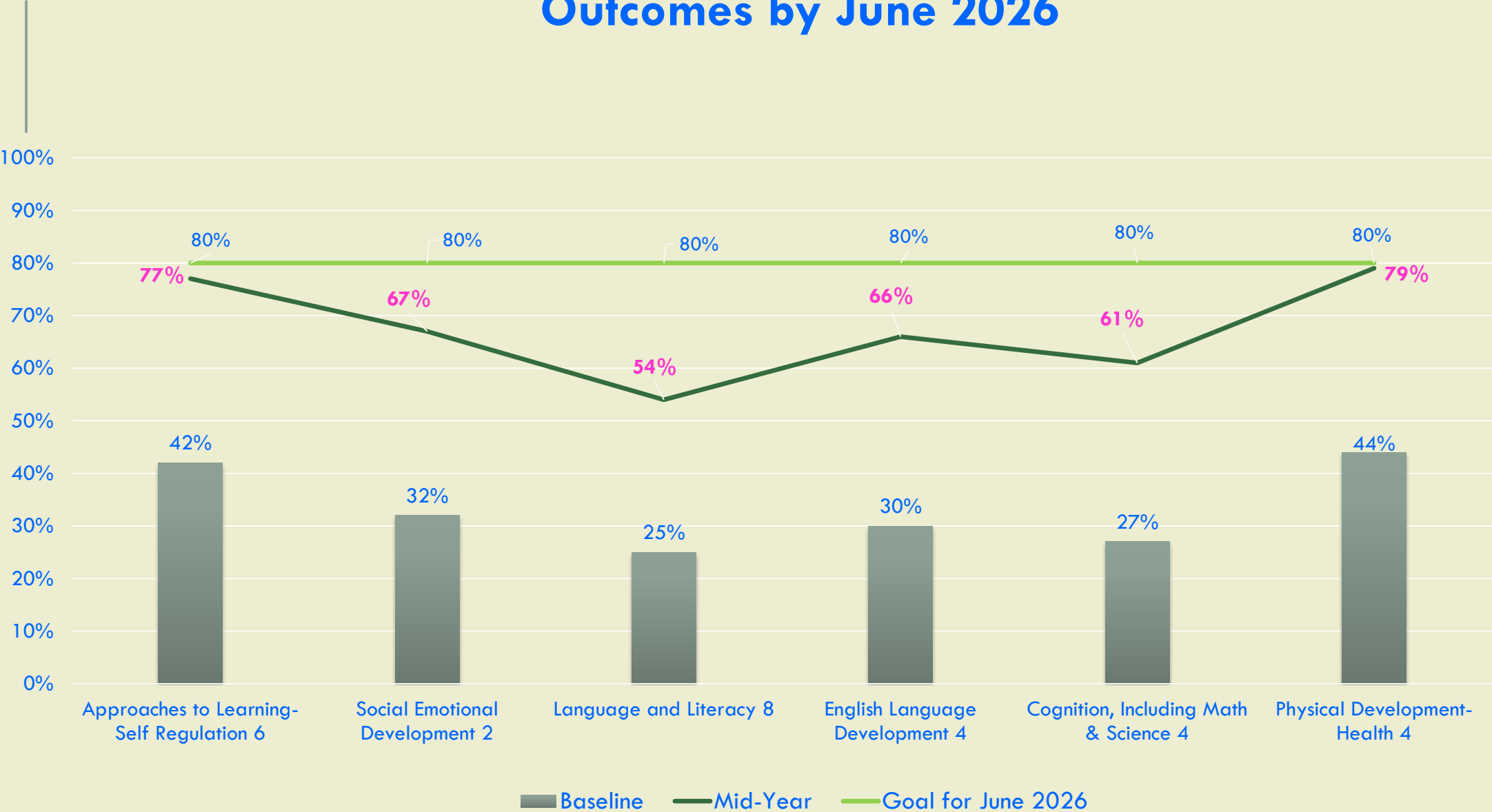
KINDERGARTEN:

June 2026, 80% of kindergarten will be at the developmental level of Building Middle and above for all **School Readiness Goals Measures**.

Pre-School: Baseline, Mid-Year, and Expected Outcomes by June 2026



Pre-Kindergarten: Baseline, Mid-Year, and Expected Outcomes by June 2026



FAMILY ENGAGEMENT: INFANTS & TODDLERS

FAMILY PRE-SURVEY QUESTIONS	FAMILY PRE-SURVEY RESPONSES	YEAR END GOAL
<ul style="list-style-type: none"> <input type="checkbox"/> How confident do you feel about helping your child explore cause & effect? <input type="checkbox"/> How often do you currently engage in play and explore cause & effect with your child at home? <input type="checkbox"/> Which of the following activities do you and want to learn more about? 	<p>63% Very Confident 18% Somewhat Confident 15% Not Very Confident 4% Not confident at all</p> <p>50% Daily 21% A few times a week 22% Occasionally 5% Rarely or never</p> <p>39% Simple Science Experiments 49% Building Ramps, Block Towers & Rolling object 42% Painting with Tools & Nature 35% Cause & Effect Songs and Games 33% Cause & Effect Books</p>	<p>FAMILIES WILL GAIN MORE CONFIDENCE IN THE ABILITY TO SUPPORT THEIR CHILDREN'S DEVELOPMENT IN UNDERSTANDING CAUSE AND EFFECT.</p>

FAMILY ENGAGEMENT: PRESCHOOL & PREKINDERGARTEN

FAMILY PRE-SURVEY QUESTIONS	FAMILY PRE-SURVEY RESPONSES	YEAR END GOAL
<ul style="list-style-type: none"> <input type="checkbox"/> How confident do you feel about helping practice adding/subtracting small groups of objects (e.g., $2 + 1$, $4 - 1$)? <input type="checkbox"/> How often do you currently engage in math-related activities (like counting, adding, or subtracting) with your child at home? <input type="checkbox"/> Which of the following activities do you want to learn more about? 	<p>60% Very Confident 28% Somewhat Confident 5% Not Very Confident 6% Not confident at all</p> <p>24% Daily 38% A few times a week 27% Occasionally 11% Rarely or never</p> <p>62% Counting objects together 51% Adding small groups of objects 40% Subtracting small groups of objects 55% Using everyday items (toys, snacks) for math activities 35% Reading math-related books or stories</p>	<p>FAMILIES WILL GAIN GREATER CONFIDENCE IN SUPPORTING THEIR CHILDREN'S DEVELOPMENT, INCLUDING THEIR ABILITY TO TEACH BASIC ADDITION AND SUBTRACTION USING PHYSICAL OBJECTS.</p>

QUESTIONS?







CONTRA COSTA COUNTY

1025 ESCOBAR STREET
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Staff Report

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Transition to Kindergarten!

Policy Council

May 2026

**PRESENTED BY
EDUCATION TEAM**

- 
- 
- ▶ Share your thoughts about your child going to kindergarten?

Tips for Parents



Read
out

Practice Listening Skills

Read out loud to your child - ask them to listen to letter sounds in each word. This helps your child connect sounds to written letters and words

Ask

Ask your child questions about his or her day, such as who she played with, what he or she ate at school

Ask
about

Ask about the stories you read together

Talk

Talk to your child and make everyday activities into fun learning opportunities



Practice Responsibility Skills

Encourage your child to take responsibility and complete tasks independently.

Practice Social Skills

Help meet the social emotional needs of your child by encouraging participation in some of these activities:

- help them learn to ask permission to take turns
- know that they must wait their turn in group activities, but allow them to be first at times
- practice using words like "excuse me", "please," and "thank you" to show respect to others





Practice Social Skills

- to get along well with other children, play, and share with them
- to be able to stay on task and able to work independently
- to be able to ask for help

Practice Cognitive Skills



Numbers

- Count out loud to number 10 or higher
- Knows what a number is
- Counts objects in one-to-one correspondence

Size, Colors & Shapes

- Understands big, little, long and short
- Recognizes and names the colors red, green blue, yellow
- Recognizes and copies shapes (circle, rectangle, triangle, square)

Practice Muscle Development Skills

- Running, jumping, and hopping
- Marching
- Pastes objects onto paper
- Matching colors or shapes
- Block building
- Completing a puzzle
- Holding a pencil and crayon
- Cuts with scissors



Having A Smooth Transition



- ▶ **Follow daily routines consistently..**
- ▶ **Always say goodbye.**
- ▶ **Prepare children for any changes in your routines.**
- ▶ Soon, the daily separations and the joy of being together again will become part of the day for all of you. You will have met yet another challenge of parenting, and your child will have learned that the world includes hellos and goodbyes!



Before School Starts

- ▶ Talk with your child about the plans for taking her to school and picking her up.
- ▶ Check in with your child regularly to see what he is thinking or feeling about going to kindergarten

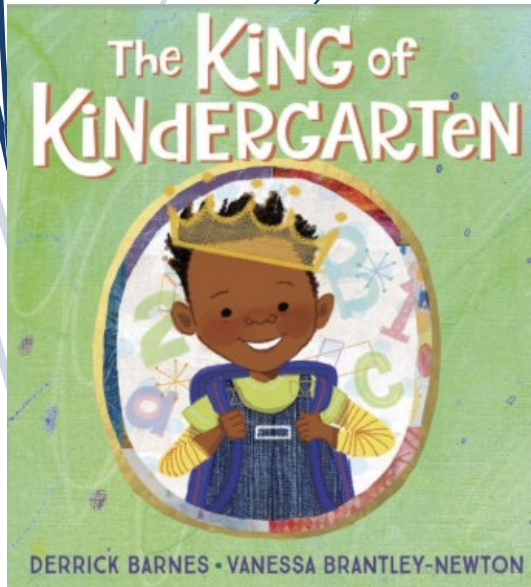
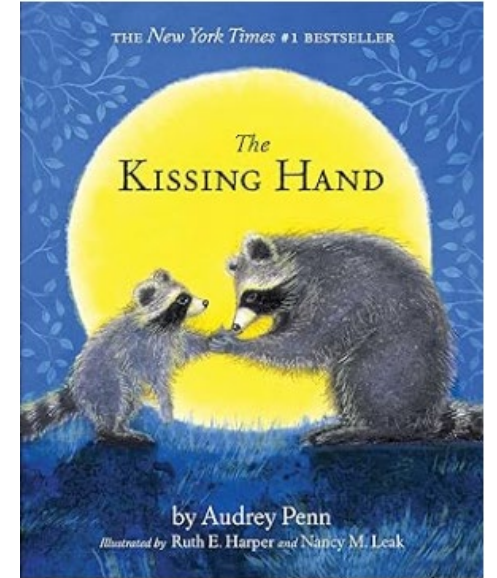


The night before.....

- ▶ Review the weekday schedule and routine with your child (bath time, bedtime, wake-up time)
- ▶ Put a small clock in your child's room to introduce him or her to the concept of time, and so he or she knows what the time looks like when he or she wakes up
- ▶ Put clothes out the night before. Let your child help choose the outfit that he or she wants to wear for the first day of school

BOOKS SUGGESTIONS TO READ TO YOUR KINDERGARTENER

The Kissing Hand by Audrey Penn: A heartwarming classic about a young raccoon who uses a secret "kissing hand" from his mother to feel brave at school.



The King of Kindergarten by Derrick Barnes: A joyous and empowering story about a young boy who confidently takes on his new role as "king" of his classroom.



Questions?
Preguntas?