

CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

*Building Brighter Futures Together*

# Childcare Program Update

October 16 & 24, 2023

Marla Stuart, MSW, PhD, EHSD Director and Head Start Executive Director

Amy Wells, Division Manager

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# Outline

1. 2024-2028 Grant Application
2. Childcare Center Services
3. Budget
4. Monitoring
5. Region IX Communication
6. Current Events
7. Recommendation



HANDOUT ATTACHED

# Solicitation Details

- 29 forecasted notice of funding awards, 151 expected awards nationally
  - Anticipated release date: ~~September 5, 2023~~ **Delayed**
  - Estimated due date: ~~November 6, 2023~~ **60 days after release**
  - 1 competition in California
  - Expected number of awards = 6
  - Expected budget = \$29,661,911
- Anticipated components of solicitation (notice of funding opportunity):
  - Project Description
  - Appendices, including Board Attestation, Policy Council Approval, Letters of support
  - Budget
  - Federal Financial Review



# 2024-2028 Grant Application

Solicitation Details  
Application Update



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# Application Update

- 2024-2025 Head Start budget in development
- Initially Prioritize Expenditures
  - Maximize number of slots by increasing efficiencies and seeking additional funding
  - Expand mental health services
  - Expand hours

# ACF Facility Tours

## Directly Operated Sites

- Ambrose
- Bayo Vista
- Lavonia Allen
- Los Arboles
- Los Nogales
- Marsh Creek

## Partner Operated Sites

- Crossroads
- KinderCare
  - East Antioch
  - Mahogany
- Tiny Toes
- YMCA
  - 8th St.
  - Belshaw
  - East Leland Ct.
  - Giant Rd.
  - Kid's Castle
  - Lido Square
  - Lone Tree
  - Richmond
  - Rodeo

# Childcare Center Services

Enrollment and Vacant Slots  
Attendance Rate  
Meals and Snacks Served  
Childcare Vacancies Trend



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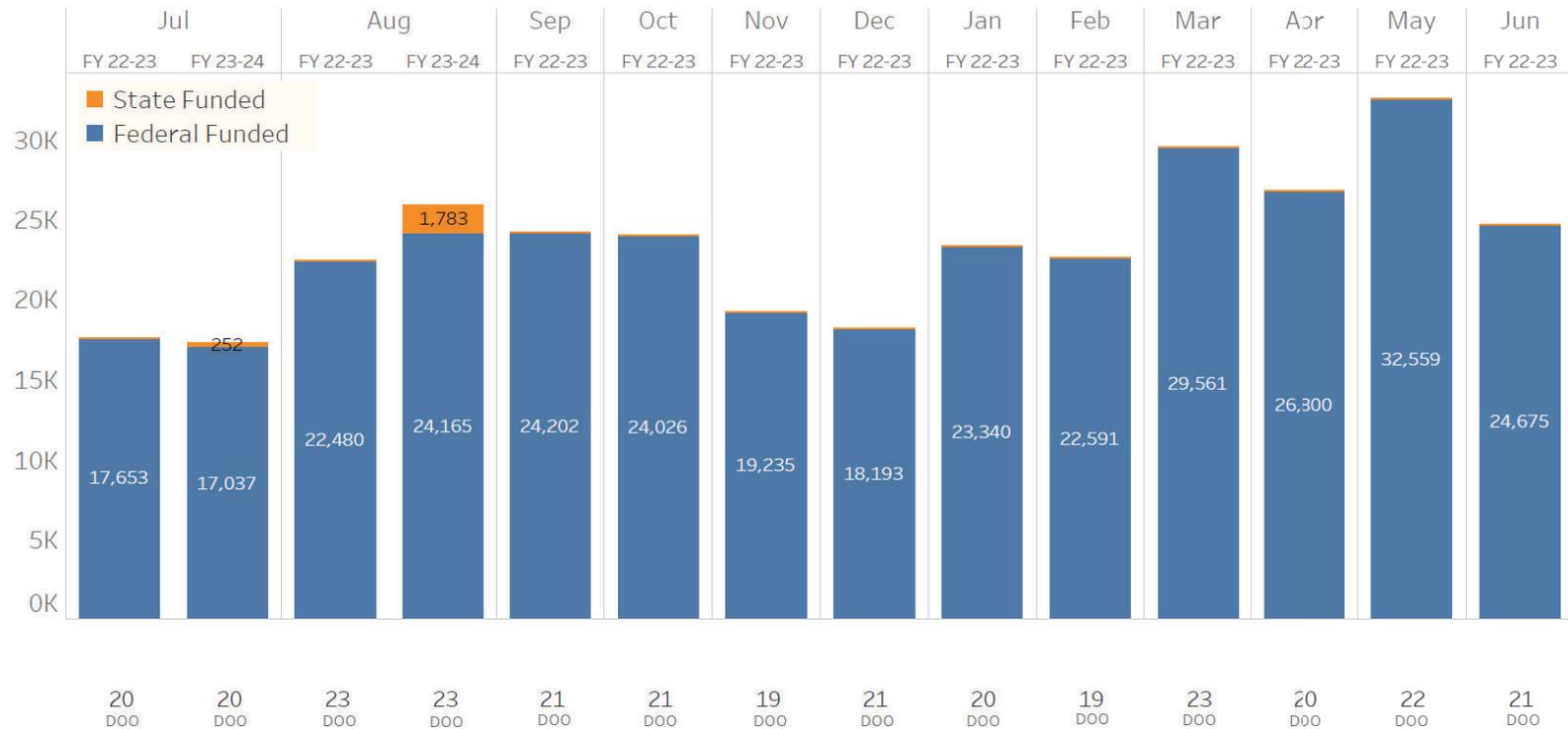
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# Enrollment and Vacant Slots



# Meals and Snacks Served

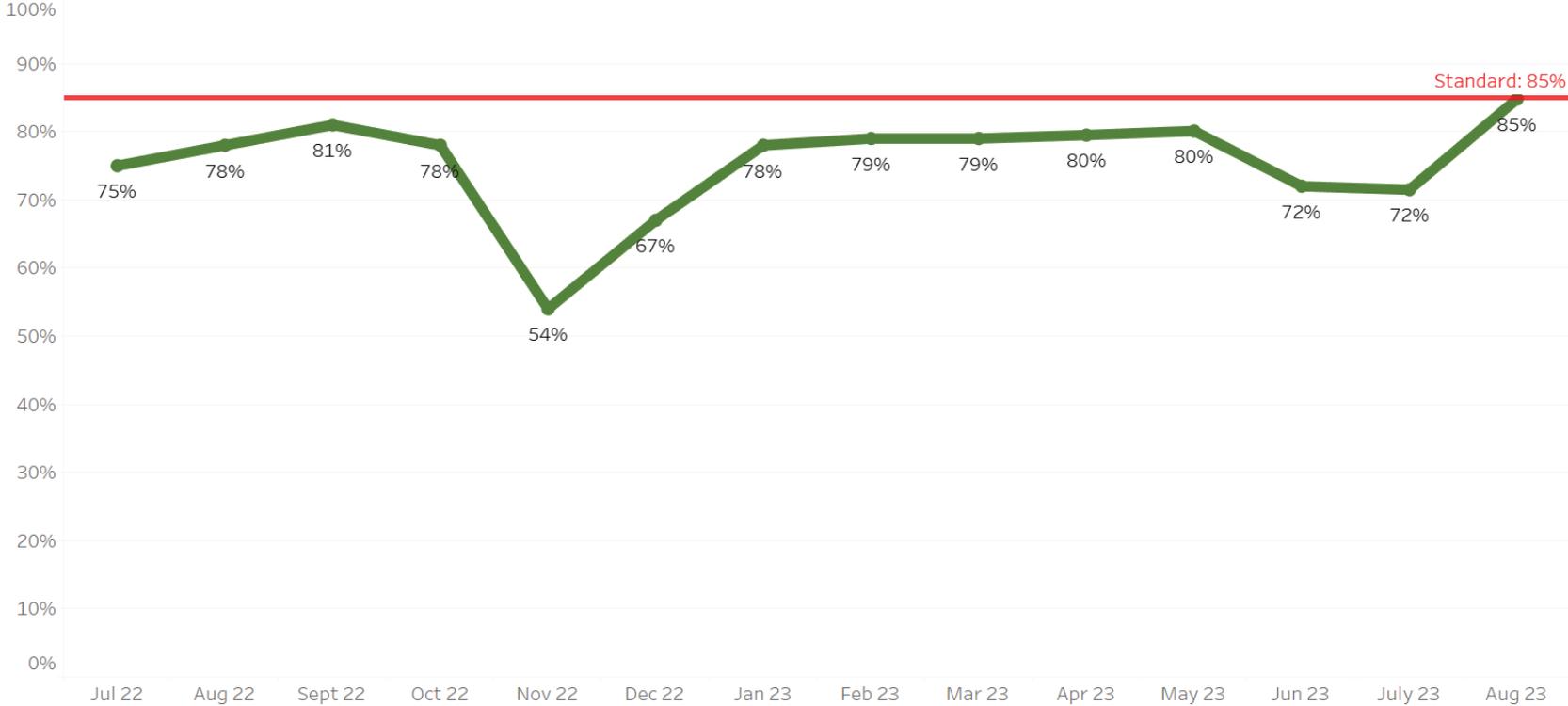


August 2023 Menus

Note: DOO = Days of Operation. In FY 2022-23 state-funded meals not included.



# Attendance Rate



# Childcare Vacancies Trend

Filled vs Vacant FTEs 2021 - 2023



Vacant FTEs by Classification 2021 - 2023

	Jan 21	Feb 21	Mar 21	Apr 21	May 21	Jun 21	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	Jul 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	Jul 23	Aug 23			
Associate Teacher-Project	7	7	6	7	7	4	3	3	4	4	3	3	4	7	8	10	12	13	18	19	18	18	18	18	17	17	17	17	17	17	14	14			
Child Nutrition Assistant-Proj	1	1	1	1	1	1	1	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Child Nutrtr Fd Svc Trns-Prj	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Child Nutrtr Food Oper Supv-Prj	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Clerk-Experienced Level	0	0	2	2	2	1	1	1	2	2	2	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1		
Comprehensive Svcs Asst Mgr-Pr	1	1	3	3	4	4	3	3	1	0	0	0	0	0	0	0	0	0	0	0	0	1	1	1	1	4	4	5	5	5	5	5	6	6	
Comprehensive Svcs Man -Prj	3	3	3	3	3	3	1	1	0	0	0	0	0	0	1	1	1	1	1	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	
Infant Toddler Assoc Tcher-Prj	7	7	8	8	8	5	5	6	6	6	6	6	6	7	8	8	8	8	5	4	4	4	4	4	4	4	4	4	4	4	4	4	4		
Infant Toddler Teacher-Project	2	2	3	5	5	4	4	3	3	3	5	6	6	6	5	5	5	5	5	5	5	5	5	5	5	5	5	6	5	6	4	4	4		
Inf/Tod Master Teacher-Prj	1	1	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Intermediate Clerk-Prj	2	1	2	1	1	1	2	2	2	2	2	1	1	1	1	1	1	1	2	2	4	5	5	5	5	5	5	2	3	4	4	3	4		
Master Teacher-Project	3	3	2	2	3	3	2	2	2	2	2	2	2	4	3	3	3	3	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	
Senior Clerk-Project	1	1	0	0	0	0	3	4	6	6	6	5	5	6	6	6	6	6	5	5	6	6	6	6	6	6	5	4	5	5	4	4	3	3	
Site Supervisor I-Project	1	1	2	2	2	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Site Supervisor II -Project	2	2	2	2	2	1	1	0	0	0	0	0	0	1	1	1	1	1	1	1	2	2	3	3	3	3	3	3	2	3	3	3	3	2	2
Clerk-Specialist Level	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Teacher-Project	4	4	5	6	6	6	7	6	6	7	7	7	9	10	11	11	11	12	13	11	11	11	11	11	11	11	12	13	12	12	14	14	14	14	
Grand Total	37	35	40	43	45	35	34	32	33	32	33	31	34	42	45	47	49	51	53	52	56	57	60	58	61	58	63	66	69	69	71	71	70		



Recruitment Flyer

# Budget

State Childcare Budget  
Early Head Start / Head Start Budget  
Credit Card Expenditures



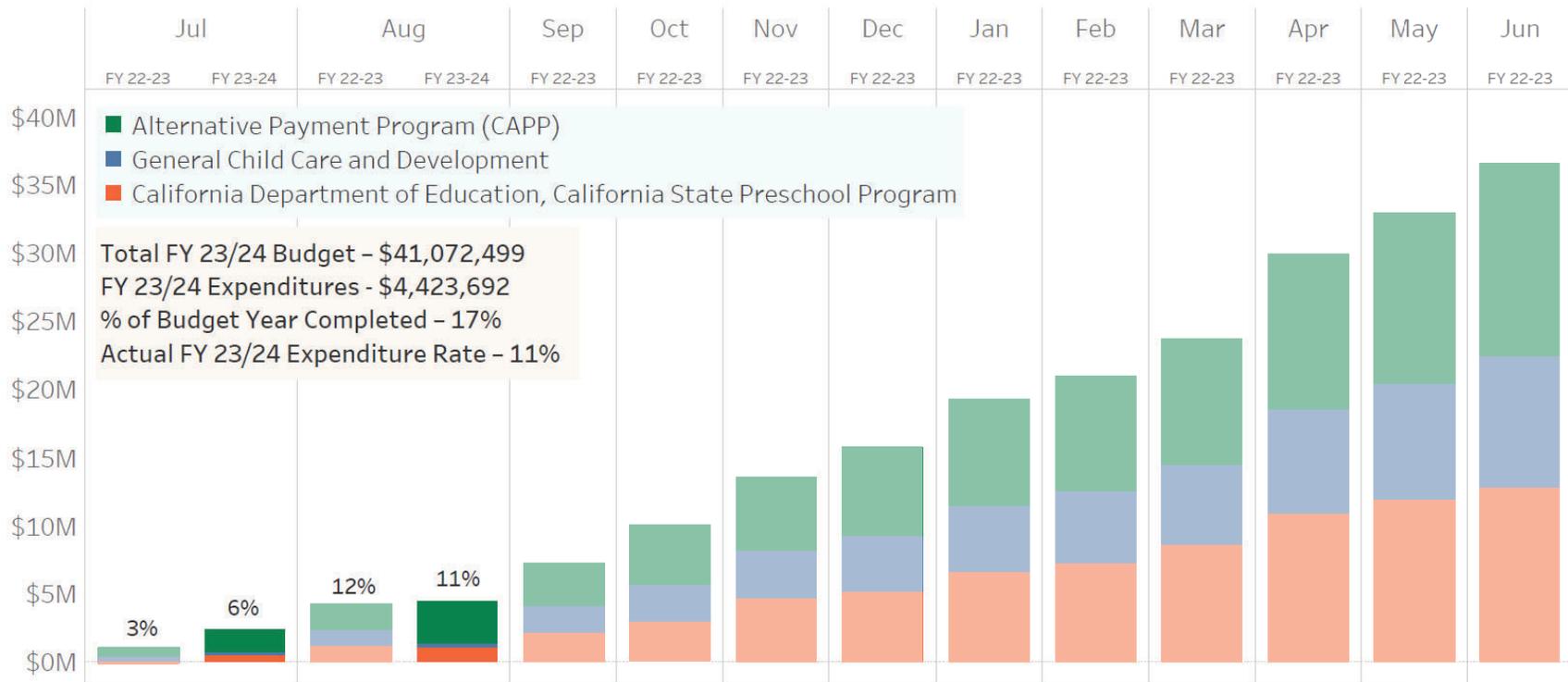
August 2023 Budget Report



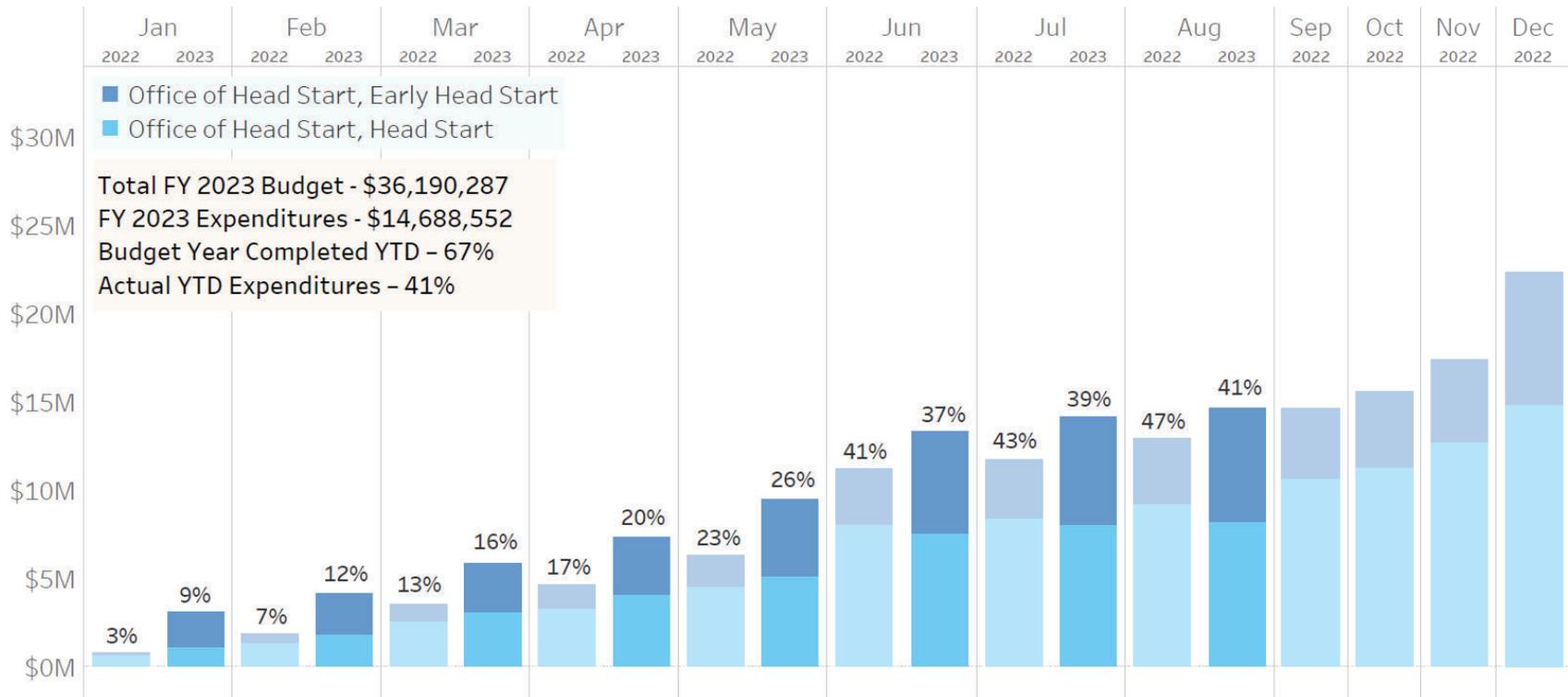
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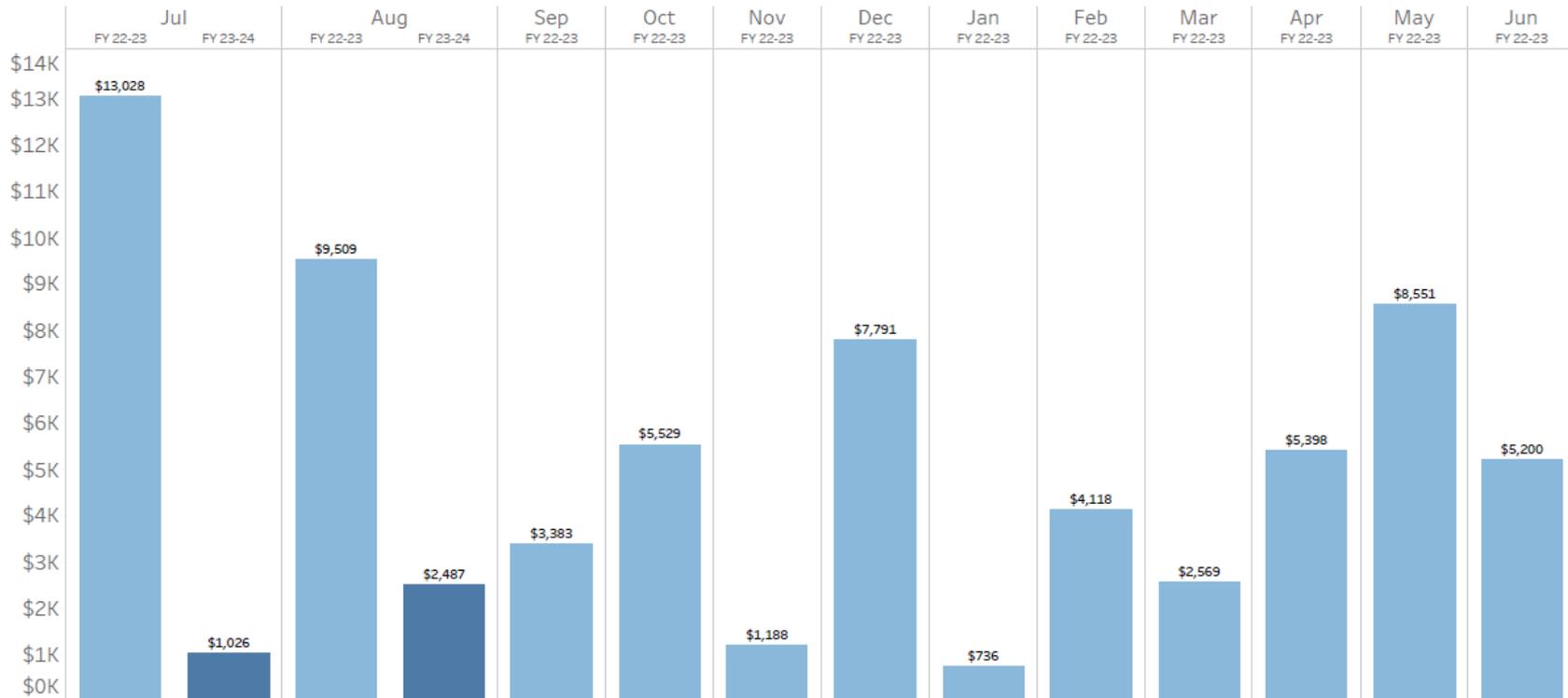
# State Childcare Budget



# Early Head Start / Head Start Budget



# Credit Card Expenditures



# Monitoring

Classroom & Site Monitoring  
Unusual Incidents  
QIP Follow-Up  
2023 Self-Assessment  
Single Audit

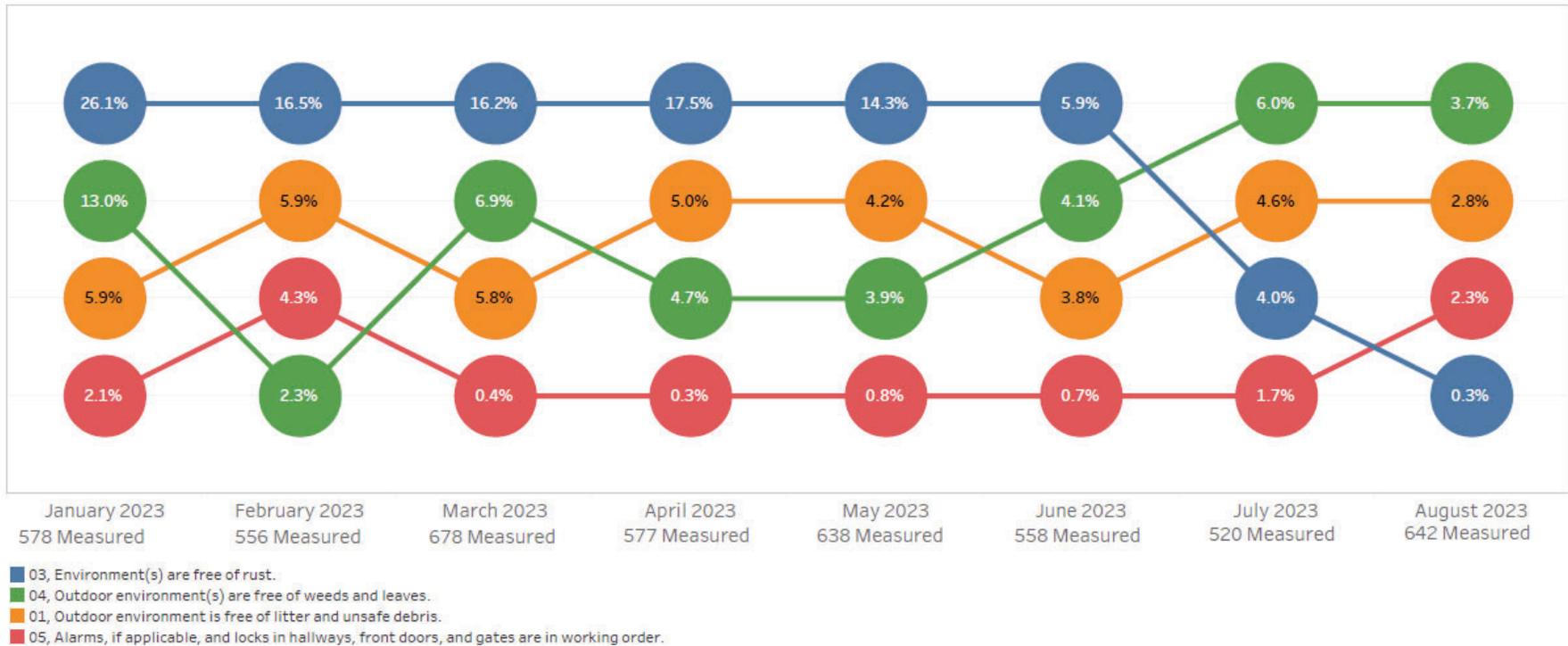


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# Daily Facility Safety Checklist

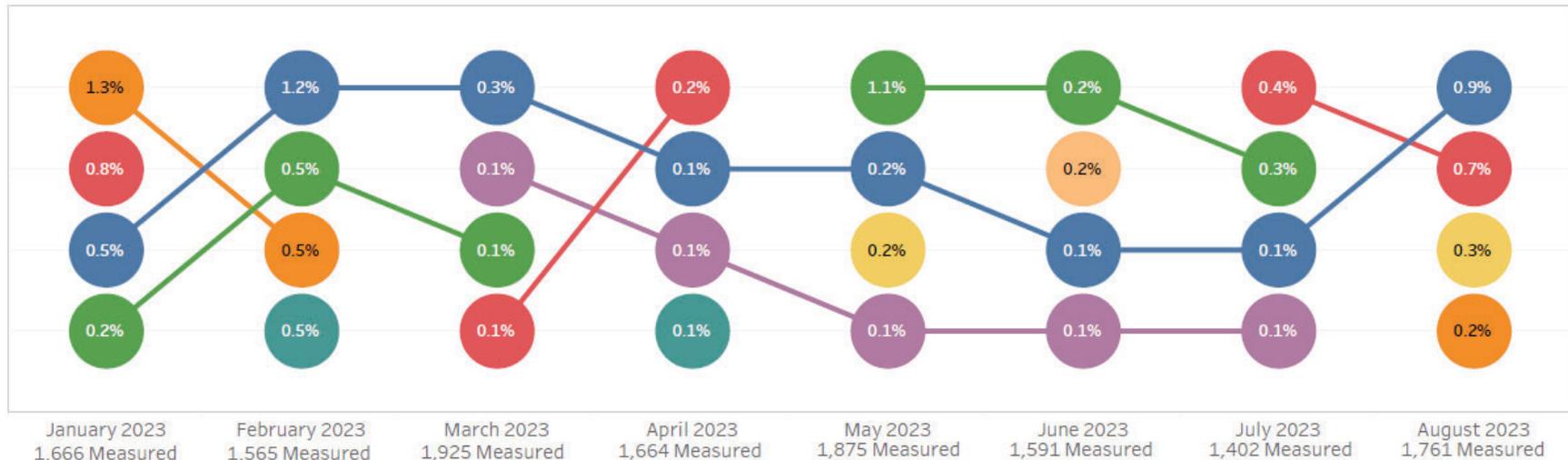


# Daily Teacher Playground Checklist



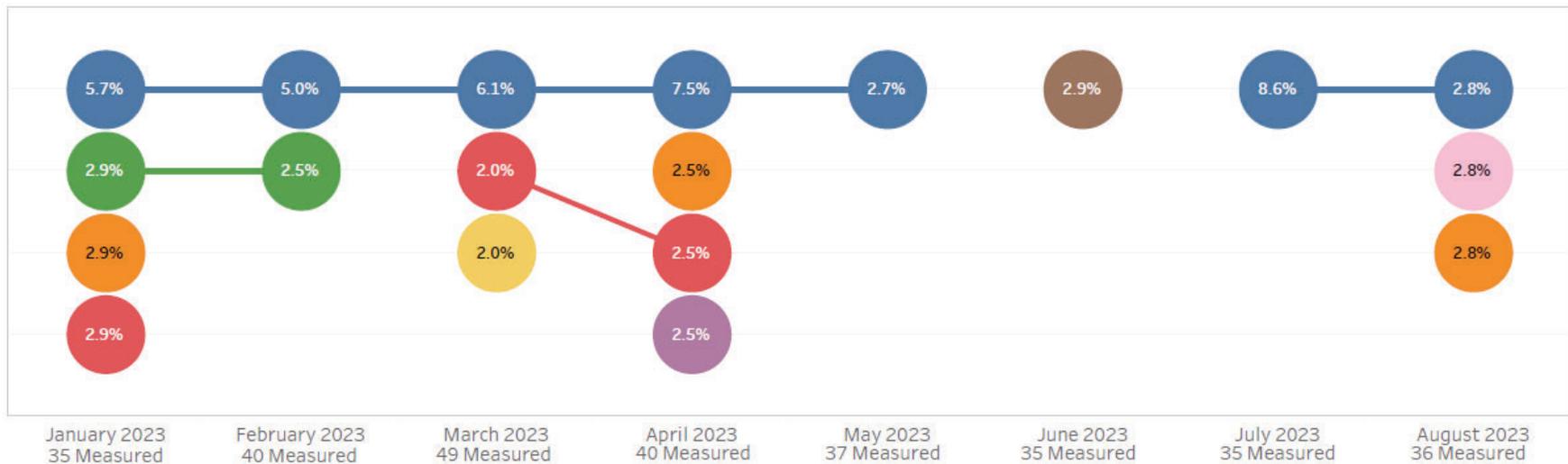
- 1, Equipment and Parts: All play equipment is in good repair with no cracks or jagged edges, or blocked from children's access.
- 5, Boundaries: Fencing or other barrier zone play areas are locked, secure and in good repair, including gate latches and alarms.
- 3, Play Materials: All additional play materials such as small blocks, books, dramatic play items, and other toys are in good repair and age appropriate for the children using them.
- 4, Litter: The area is free of glass, sharp objects, animal feces, branches, wasp nests, vagrants, and abandoned clothing.

# Daily Health & Safety Checklist



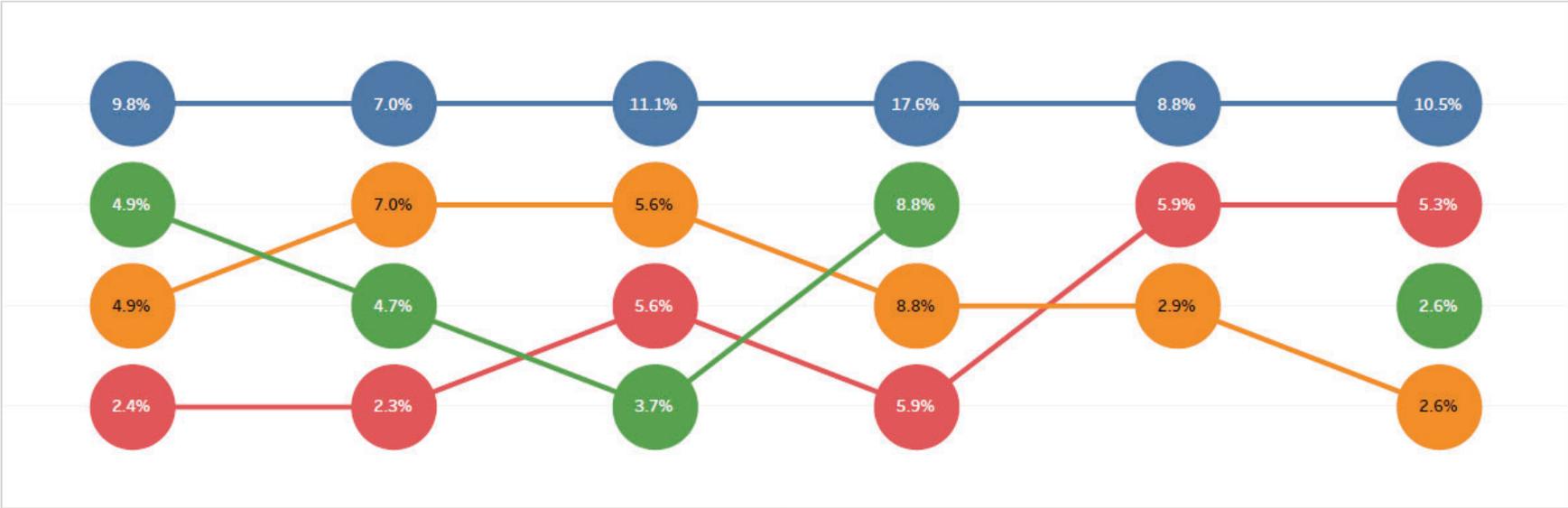
- 09, All door alarms are on and in good working order, if applicable.
- 03, Wallpad/Tablet are in working order and used as intended.
- 11, The spaces in classrooms, hallways, and other areas are clear, clean & free of objects including trip hazards, fall hazards, piles/clutter, etc.
- 12, All cabinets are secured and locked.
- 07, Zoning maps for indoors and outdoors are posted.
- 01, All Electrical Outlets are covered.
- 05, Children's food allergy list posted and kept confidential.
- 04, Health & Safety component is included in the lesson plan.

# Monthly Playground Safety Checklist



- 04, RUST: No rust is visible.
- 12, LOCATION: Structures are six (6) feet away from walls, fences, and pathways.
- 14, BOUNDARIES: Fencing or other barrier zone play areas, fence gate is closed, upper edges of fencing is bent under.
- 15, GATES: Latched and locked appropriately.
- 06, METAL: Slide beds and other metal parts are shaded from the sun.
- 05, WOOD: There are no splinters, cracks, rotting, or sharp ends.
- 02, FOUNDATION: Footings are not exposed. Concrete is solid and slopes downward to keep water from pooling around the metal.
- 03, BOLTS, NUTS, SCREWS, NAILS, AND OTHER HARDWARE: No pieces are missing, loose, or exposed. Pinch or crush points are covered; no open S-hooks or other hooks / exposed nails.
- 13, LITTER: The area is free of glass, sharp objects, animal feces, branches, wasp nests, vagrants, and abandoned clothing.

# Child Transition Safety & Monitoring



January 2023 41 Measured      February 2023 43 Measured      March 2023 54 Measured      April 2023 34 Measured      May 2023 34 Measured      June 2023 54 Measured

- 14, Safe Environments are evident: clean, no hazards, uncluttered walls (from postings) and uncluttered tops of shelves.
- 6, Classroom Transition Tracking Sheet (CSB700 or designated form) observed being used during transitions.
- 7, Classroom Transition Tracking Sheet (or designated form) correctly documents number of children transitioning.
- 8, Classroom head count whiteboard accurately reflects the number of children and staff currently in room.

# Unusual Incidents August 2023

## **Reportable incidents as defined by the Office of Head Start (OHS)**

OHS considers a “significant incident” to be any incident that results in serious injury or harm to a child, violates Head Start standards of conduct at [45 CFR §1302.90\(c\)](#), or results in a child being left alone, unsupervised, or released to an unauthorized adult. A program must report all significant incidents affecting the health and safety of children with 7 days.

## **California Department of Social Services Community Care Licensing Citations**

Type A: An immediate risk to the health, safety or personal rights of children in care.

Type B: If not corrected right away, may be a risk to the health, safety, and personal rights of the children in care.

## **Reportable Health & Safety Unusual Incidents-August 2023**

1. Inappropriate Discipline-Redirection of unsafe behaviors
2. Minor Injury-Parent sought medical care
3. Minor Injury-Parent sought medical care

# Unusual Incidents Trended



# QIP Follow-Up Review July 25-28, 2023



No	Service Area	Grant Number(s)	Compliance Level	Applicable Standards	Timeframe for Correction
1	Ongoing Monitoring and Continuous Improvement	09CH010862	Deficiency	302.102(b)(1)(i-iv)	120 days
2	Program Governance	09CH010862	Area of Noncompliance	642(c)(1)(E)(ii)	120 days
3	Safety Practices	09CH010862	Deficiency	1302.102(d)(1)(ii)	120 days
4	Safety Practices	09CH010862	Deficiency	1302.47(b)(5)(iii)	90 days*
5	Safety Practices	09CH010862	Deficiency	1302.90(c)	90 days*
6	Ongoing Fiscal Capacity	09CH010862	Deficiency	75.303(a)	120 days

\* On August 1, 2022, the Regional Office of Head Start approved a 60-day extension, giving Contra Costa County a total of 90 days to correct and implement procedures in the Service Area of Safety Practices.

Corrected 2/9/23  
Corrected 2/9/23

# 2023 Annual Self-Assessment

1302.102(b)(2)(i) - Conduct a self-assessment that uses program data including aggregated child assessment data, and professional development and parent and family engagement data as appropriate, to evaluate the program's progress towards meeting goals established under paragraph (a) of this section, compliance with program performance standards throughout the program year, and the effectiveness of the professional development and family engagement systems in promoting school readiness.



# Self-Assessment Results

Reporting Category	Result
Areas of Non-Compliance Requiring Corrective Action Plan	<ul style="list-style-type: none"> <li>• None</li> </ul>
Areas of Strength	<ul style="list-style-type: none"> <li>• Strong outcomes resulting from quality improvement plan</li> <li>• Classroom assessment scoring system (class) above quality thresholds</li> <li>• Classroom care and learning</li> </ul>
Opportunities for Growth	<ul style="list-style-type: none"> <li>• Clarify definition of clutter so standard is clear and met</li> <li>• Revise system of maintaining parent boards using QR codes so information is constantly current and does not have to be manually updated.</li> </ul>

# Thank You Supervisors Glover and Carlson!



# FY 21/22 Single Audit

**CFR Part 170:** Agencies must report each action that equals or exceeds \$30,000 in Federal funds for a subaward to a non-Federal entity or Federal agency. In FY21/22 the Employment and Human Services Department (EHSD) had sub-awards totaling \$6,172,353 of our total \$25,414,728 Head Start Grant.

**Finding:** Reporting submission pertaining to sub-recipient awards were not made.

**Corrective Action:** We will develop a tracking tool and train staff to ensure we meet this reporting requirement for all federal funding.

# Region IX Communications

No Information Memoranda or Program Instructions issued  
August 2023



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# Current Events

October 2023



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# October 2023 Events

OCTOBER IS HEAD START AWARENESS MONTH!



**HEAD START PROGRAMS**  
are helping children get ready  
to succeed in school and in life

- Early Learning and Development
- Family Well-being
- Health and Wellness
- Family Engagement

Office of Head Start

# October 2023 Events

Cal State East Bay Nursing Students at Head Start!



# October 2023 Events

## Riverview's "Dress Like a Family Member" Day



# Recommendation

ACCEPT the monthly update on the activities and oversight of the County's Childcare Program, and PROVIDE GUIDANCE on the 2024-2028 grant application (Marla Stuart, Employment & Human Services Director).



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