

Head Start Committee Update



July 21, 2025

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CONTRA COSTA COUNTY

EMPLOYMENT & HUMAN SERVICES

Outline

Topic	Federal Head Start	State Child Care
Federal Environment Updates	To date	
Child Care Center Services	June 2025	June 2025
Policy Council Actions	No quorum	
Budget	May 2025	May 2025
Monitoring	June 2025	June 2025
Official Funder Communication	June 2025	June 2025
Recommendation	✓	
Appendices	For Information	

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Federal Environment Updates

Sources of Information

1. Project 2025
2. Executive Orders
3. Federal Department Actions
4. Congressional Actions

Categories of Impact

1. Potential Funding Reduction
2. Potential Funding Increase
3. Changes to Program Regulations
4. Change that may Impact Customers
5. Change that may Impact Contracts with Partners

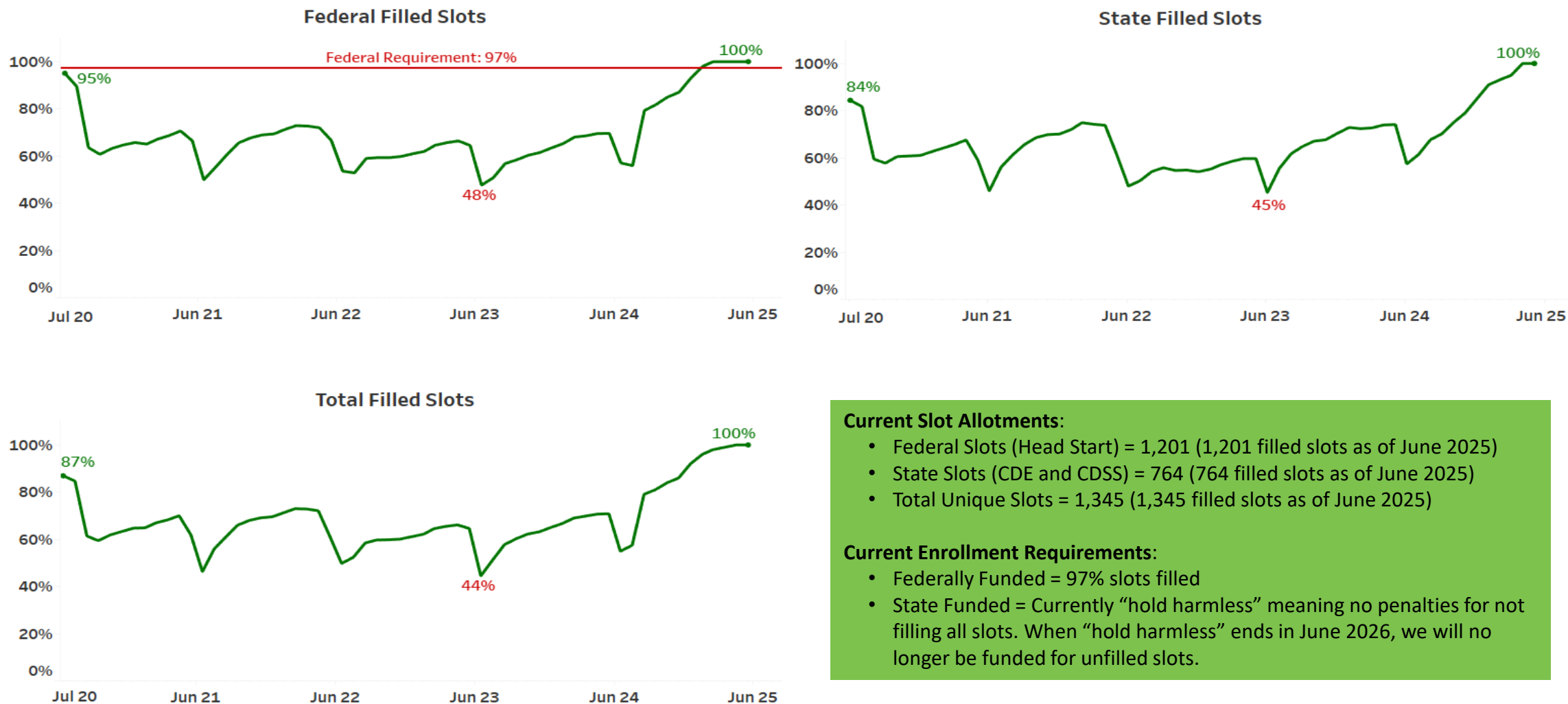
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Center Enrollment Rates



Current Slot Allotments:

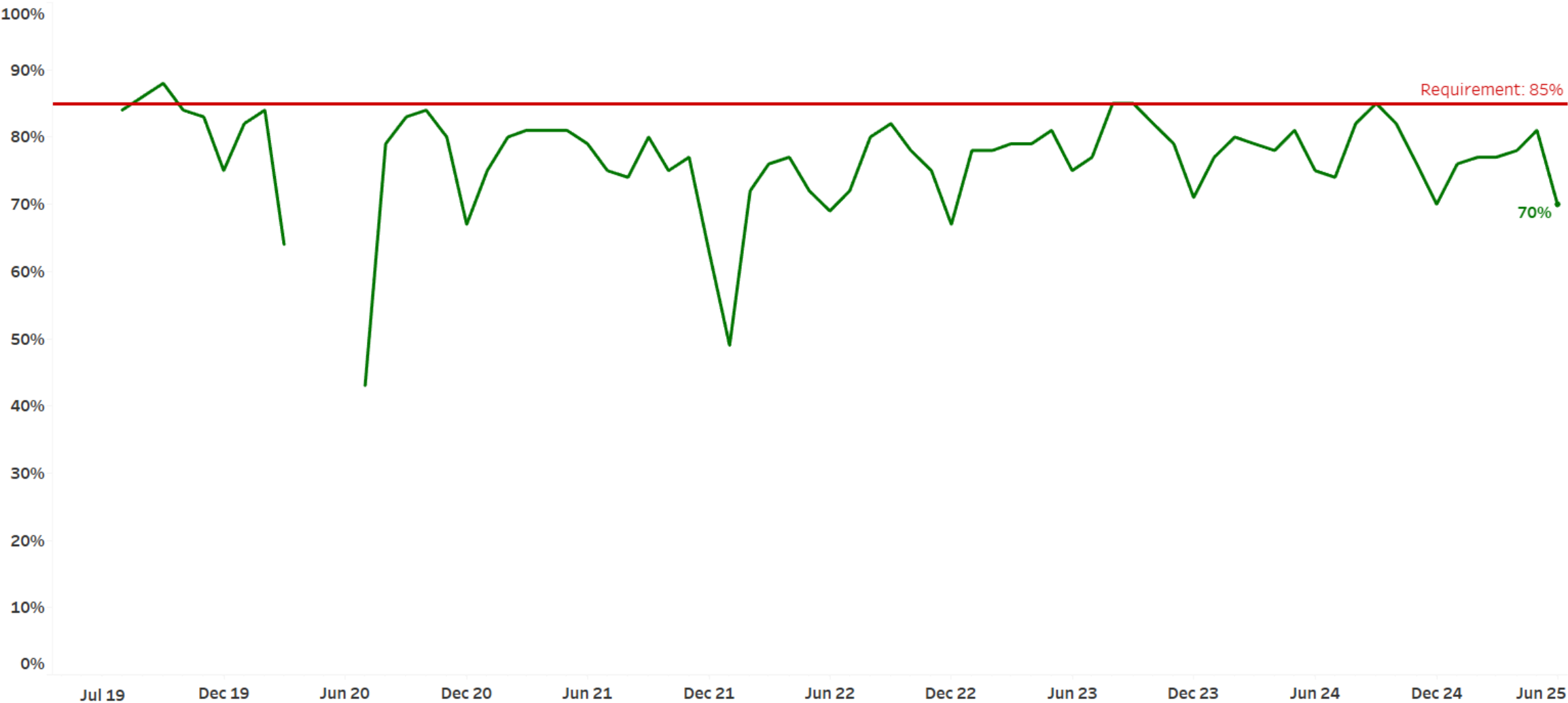
- Federal Slots (Head Start) = 1,201 (1,201 filled slots as of June 2025)
- State Slots (CDE and CDSS) = 764 (764 filled slots as of June 2025)
- Total Unique Slots = 1,345 (1,345 filled slots as of June 2025)

Current Enrollment Requirements:

- Federally Funded = 97% slots filled
- State Funded = Currently “hold harmless” meaning no penalties for not filling all slots. When “hold harmless” ends in June 2026, we will no longer be funded for unfilled slots.

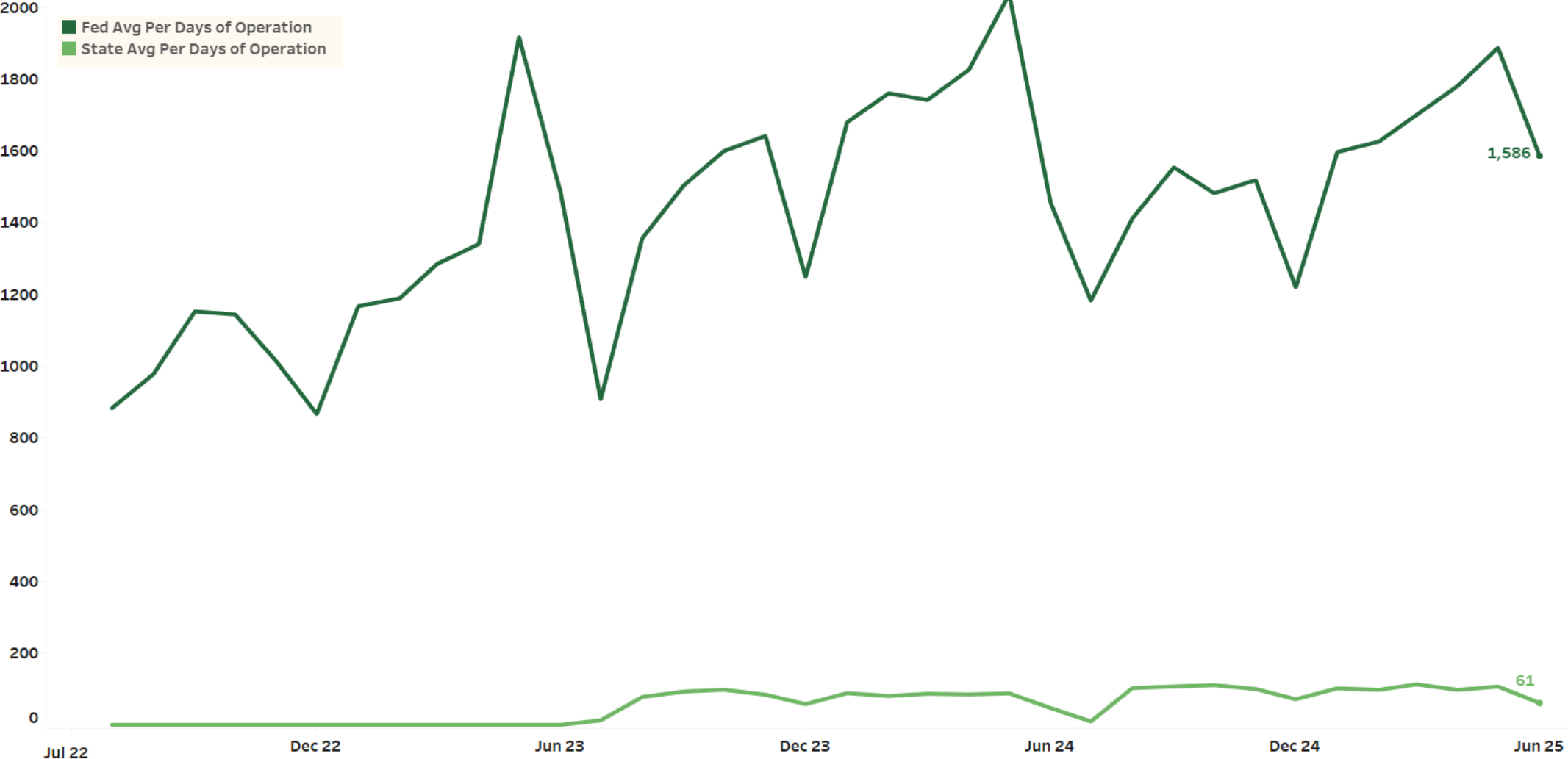
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Center Attendance Rates



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Average Center Meals & Snacks Per Day



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Vended Meals Services Contract

Vendor: Ordo, Inc.
with meals prepared locally by Chef Tom from Classic Catering in Pleasant Hill

Term: August 1, 2025 – June 30, 2026
(up to 4 one-year renewal options)

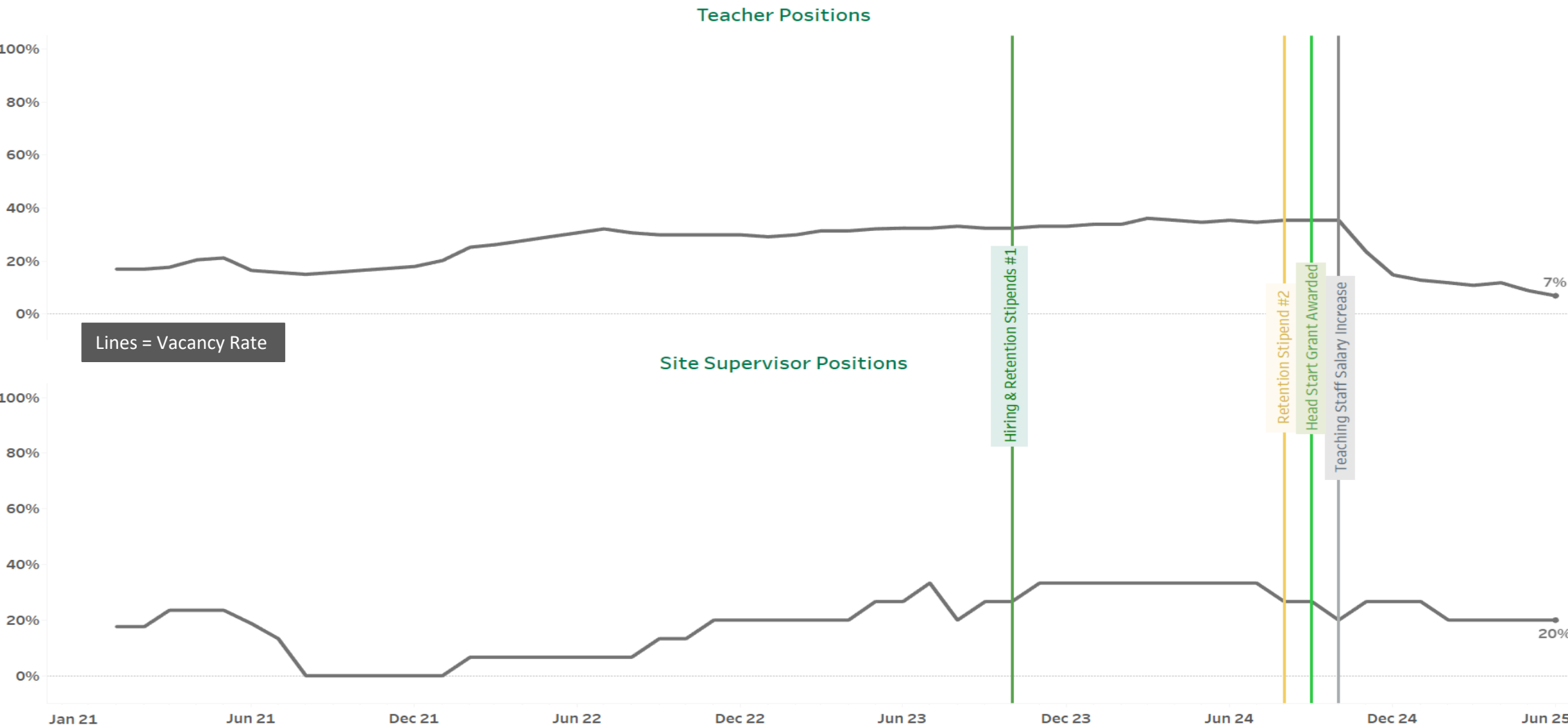
Annualized Amount: \$1,250,581
initial 11-month contract = \$1,146,366
annual funding increases expected

Retained Staff: 4 of the 8 potentially impacted positions

Presented on Consent Calendar today (7/22/25)

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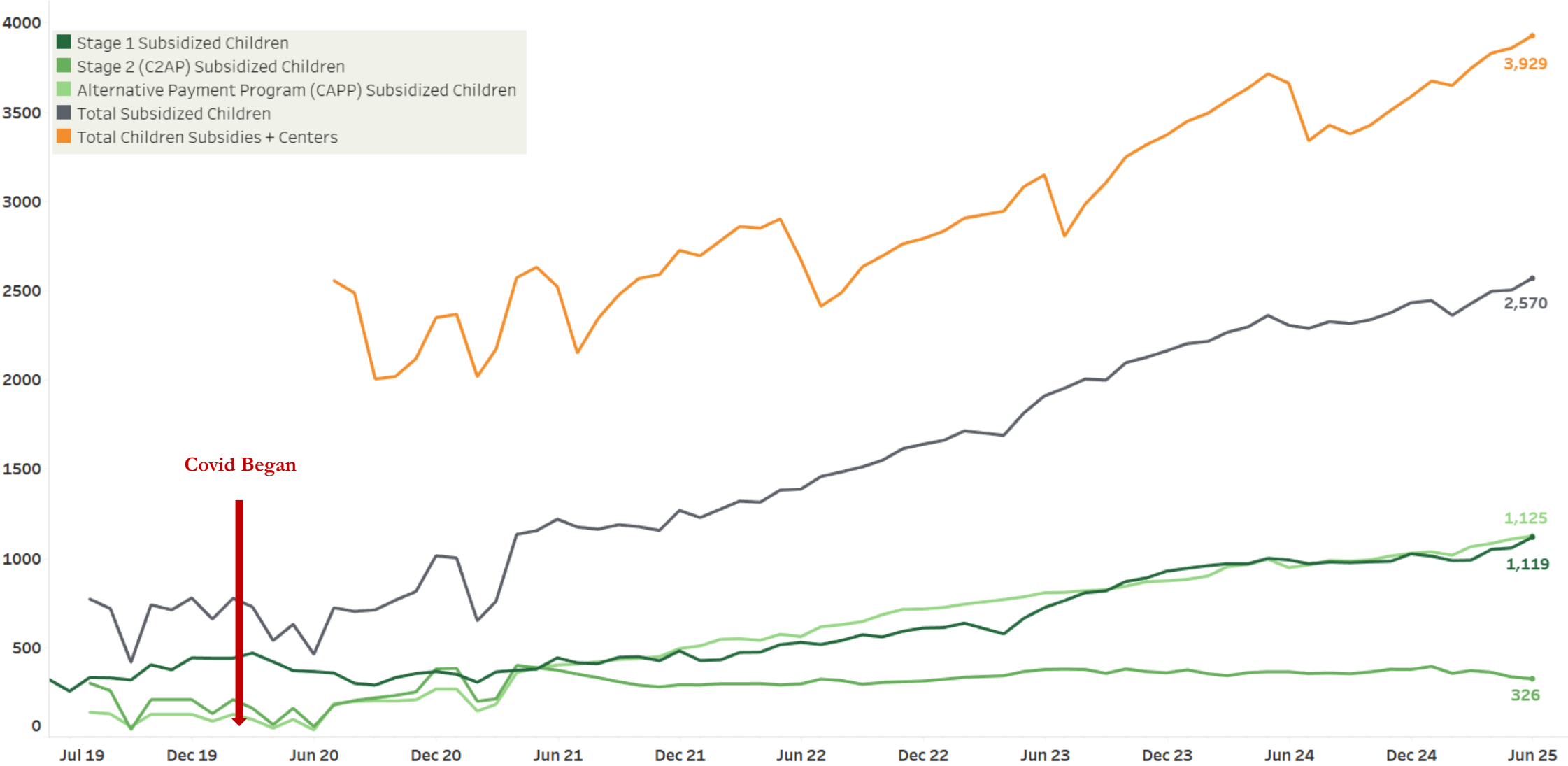
Center Teacher and Site Supervisor Vacancies



Teacher vacancies rates declined starting in November 2024 due to elimination of FTEs along with hiring.

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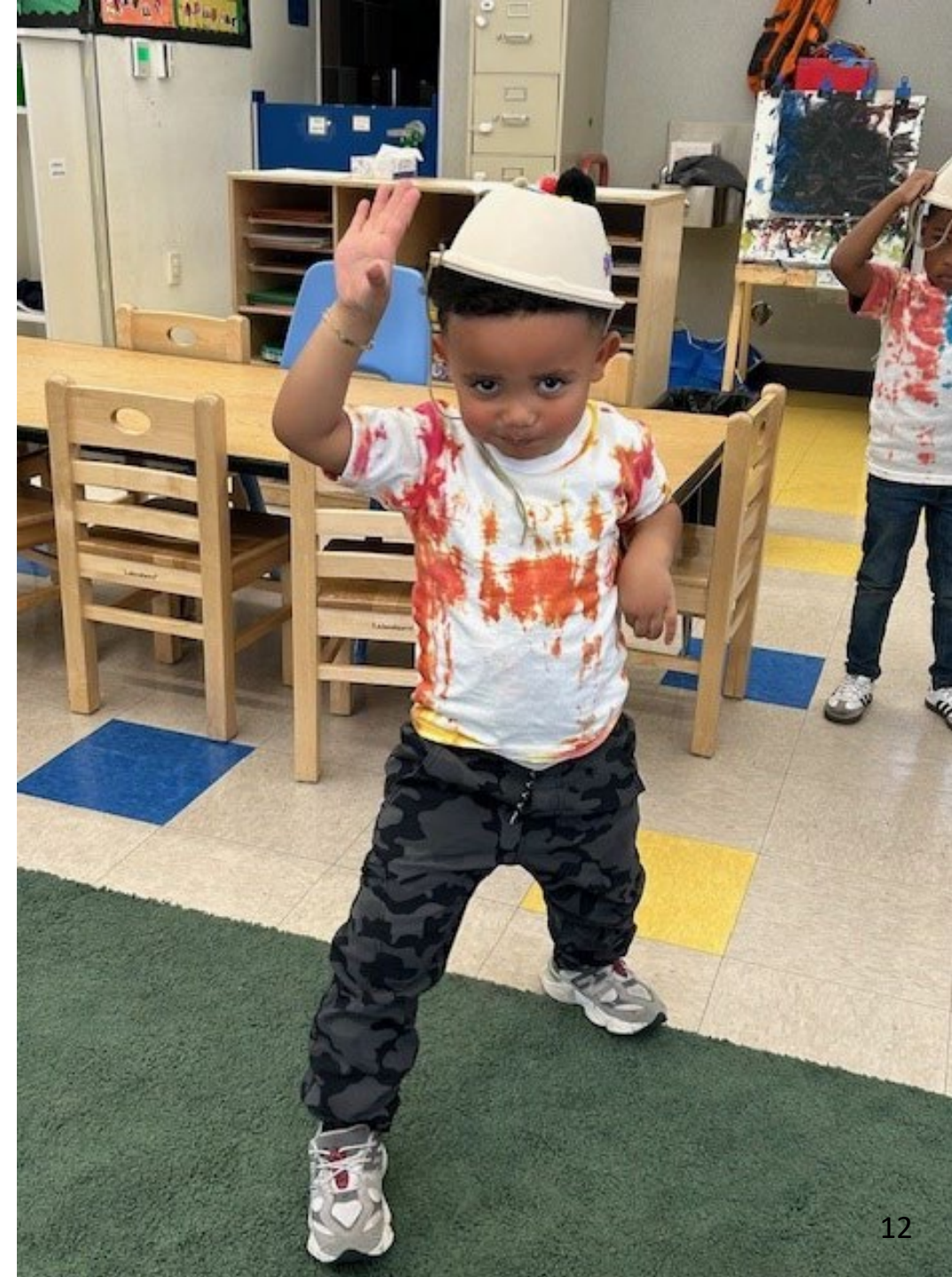
Child Care Subsidies



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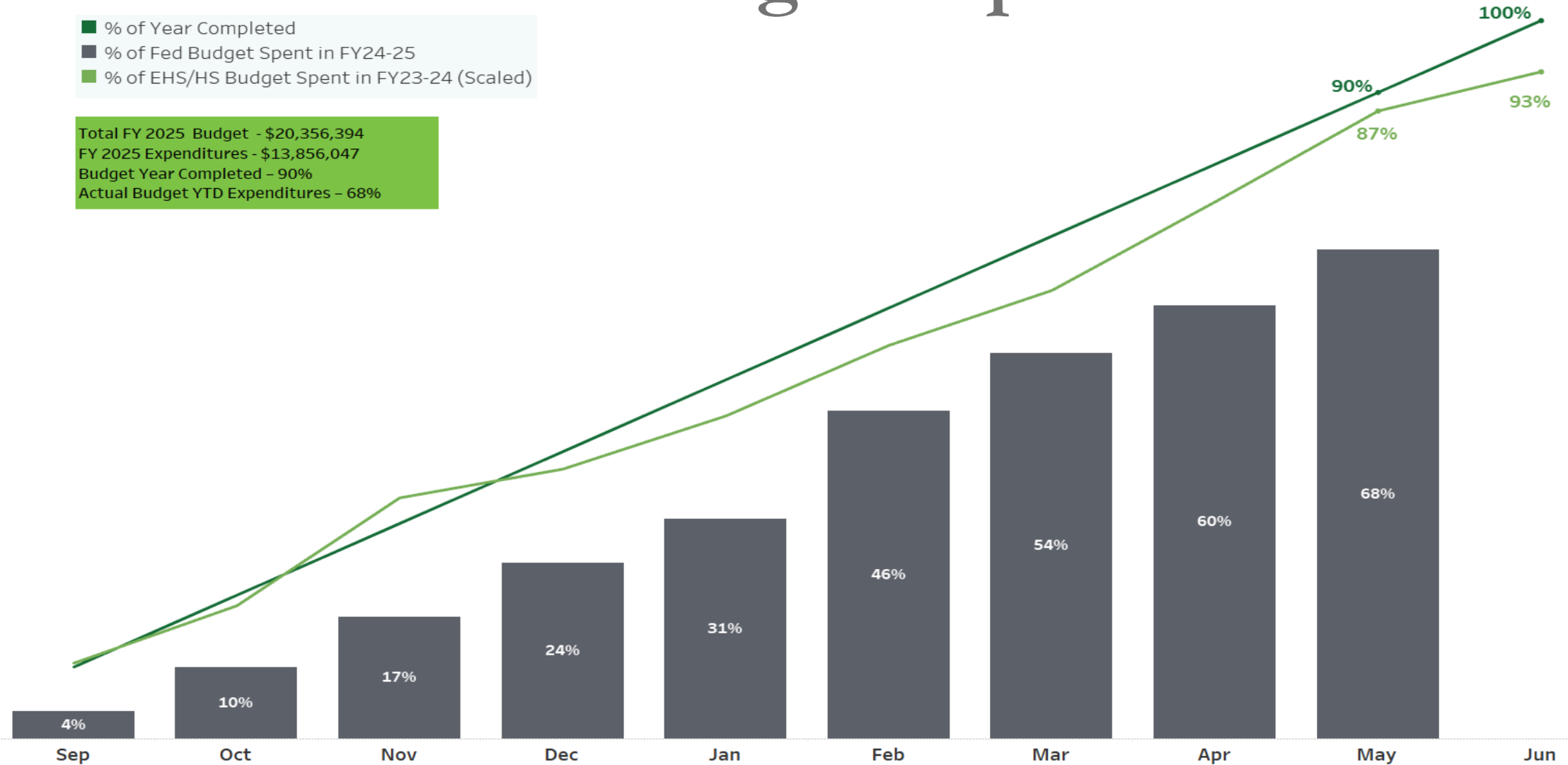
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Head Start Budget Expenditures

- % of Year Completed
- % of Fed Budget Spent in FY24-25
- % of EHS/HS Budget Spent in FY23-24 (Scaled)

Total FY 2025 Budget - \$20,356,394
FY 2025 Expenditures - \$13,856,047
Budget Year Completed - 90%
Actual Budget YTD Expenditures - 68%



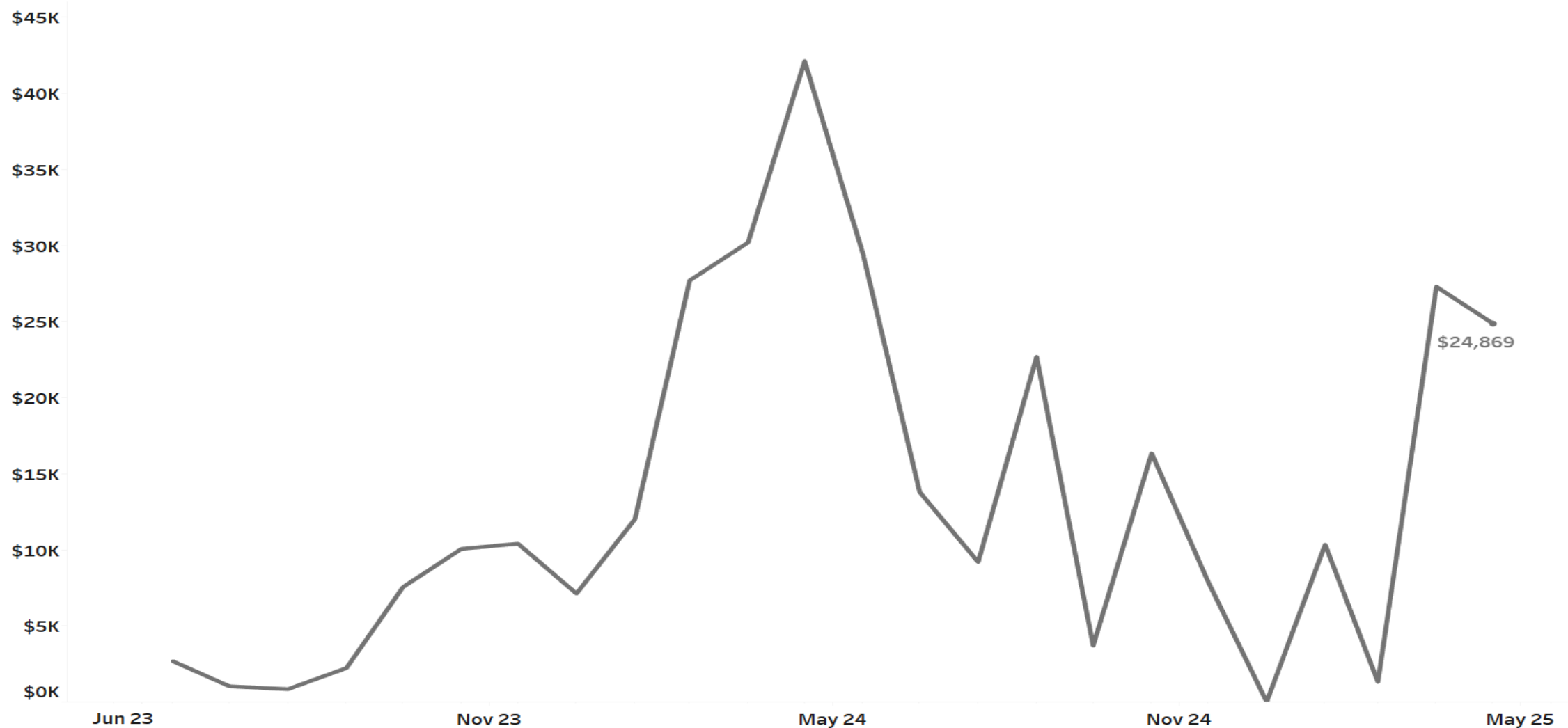
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Head Start Grant Budget

Budget Year Completed – 90%

	A	B	C	D
	Budget	YTD ACTUAL	% YTD ACTUAL	Remaining Budget
1. Personnel	\$5,403,194	\$4,268,950	79%	\$1,134,245
2. Benefits	\$3,397,534	\$2,833,009	83%	\$564,525
3. Equipment	\$710,000	\$828	0.1%	\$709,172
4. Supplies	\$372,548	\$254,858	68%	\$117,689
5. Travel	\$34,510	\$25,775	75%	\$8,735
6. Construction	\$1,308,372	\$0	0%	\$1,308,372
7. Other	\$2,774,571	\$1,914,662	69%	\$859,909
8. Contractual	\$5,321,564	\$3,500,422	66%	\$1,821,141
9. Indirect Costs	\$1,034,101	\$1,057,542	102%	\$(23,441)
TOTAL CHARGES	\$20,356,394	\$13,856,047	68%	\$6,500,347

Head Start Credit Card Expenditures



All credit card expenditures are made by authorized staff for budgeted purchases to support reasonable program expenditures.

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HS Continuation Grant FY25-26 Awarded Budget

Category	*Annualized FY24-25 Award	FY25-26 Award	Change
Program Operation (salaries, benefits, equipment, supplies, travel)	\$20,311,191	\$20,311,191	\$0
Training and Technical Assistance	\$266,151	\$266,151	\$0
Total Federal Funding	\$20,577,342	\$20,577,342	\$0
Required Non-Federal Share (25% non-federal)	\$5,144,336	\$5,144,336	\$0
Measure X Overmatch	\$1,024,000	\$1,024,000	\$0
Total Federal and Non-Federal	\$26,745,678	\$26,745,678	\$0

*The FY24-25 Award was the first of a five-year award and was for September through July (10 months) to align the following four years with the county annual fiscal year. It is reported here as an annualized amount to illustrate no change in funding from FY24-25 to FY25-26.



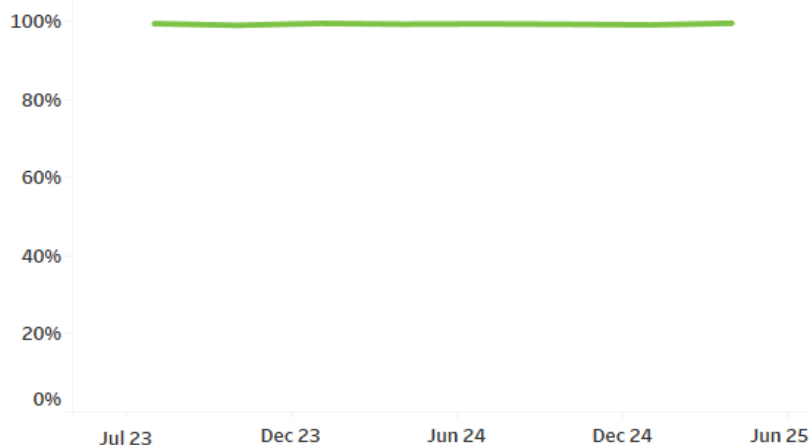
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Health and Safety Compliance

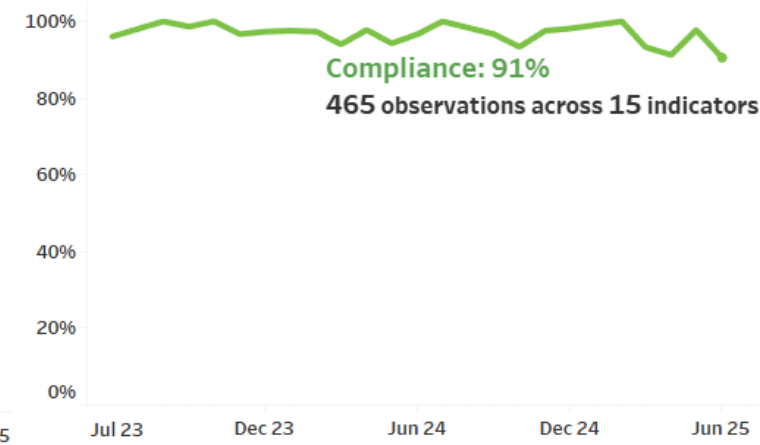
Daily Playground Safety



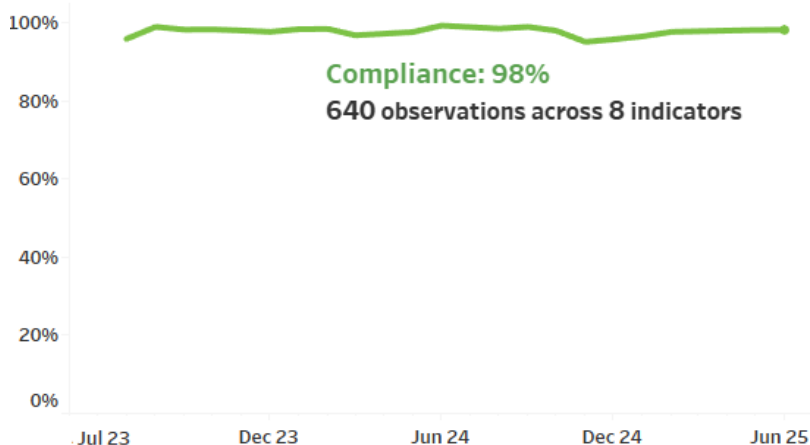
Daily Classroom Health & Safety



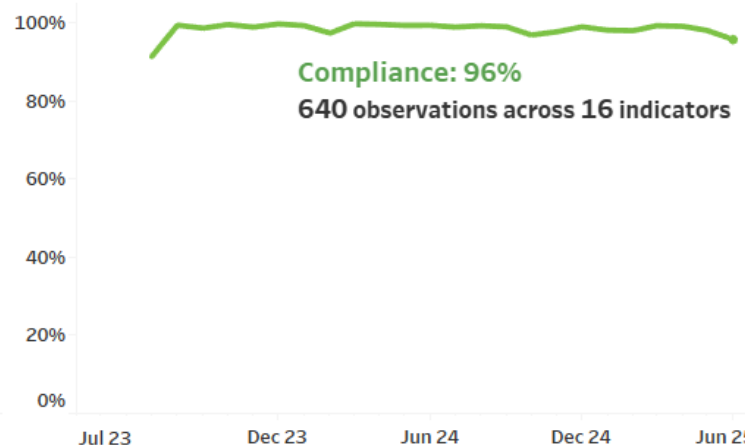
Child Transition & Safety



Weekly Facility Safety



Monthly Playground Safety

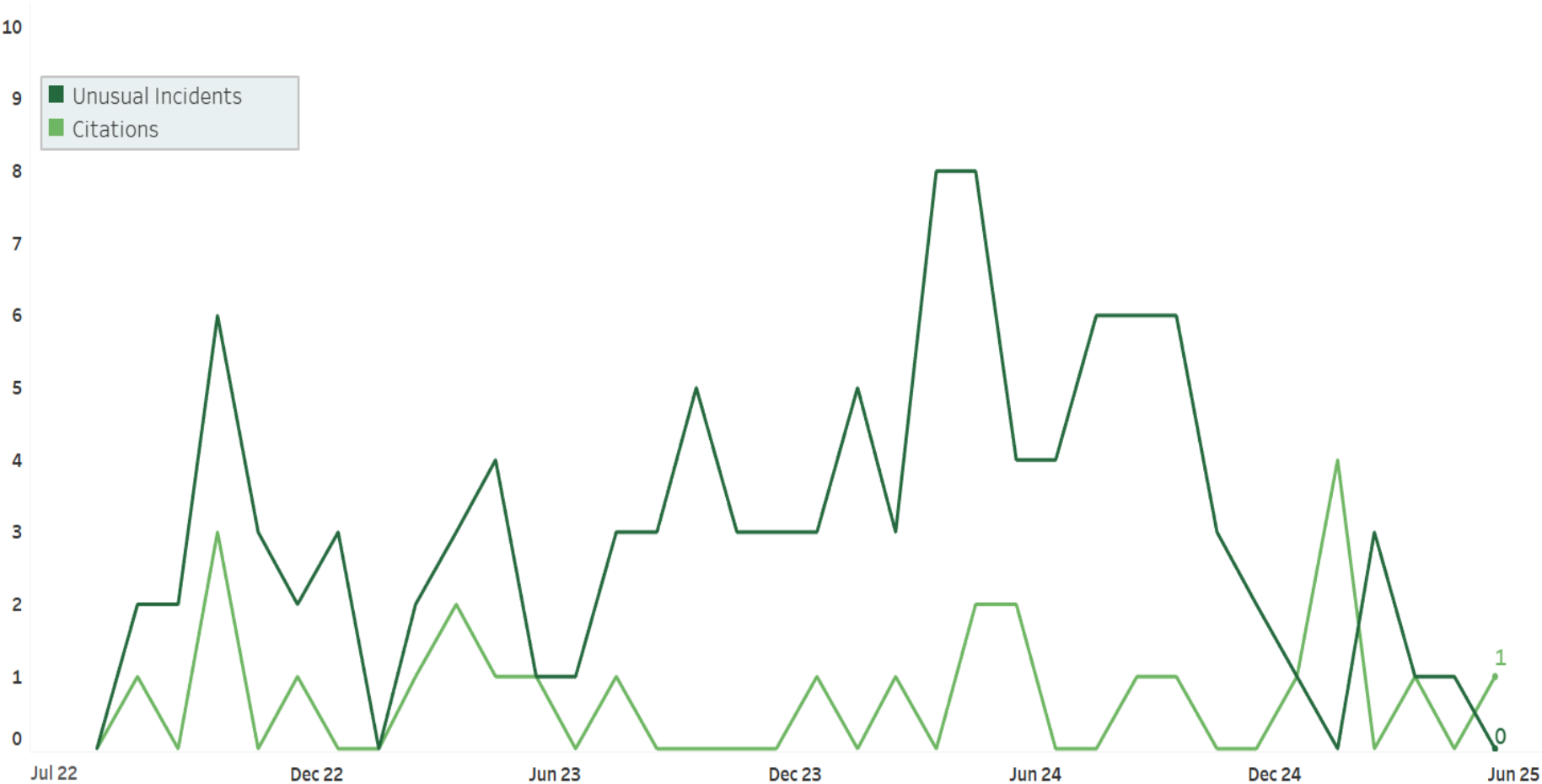


Indicators with non-compliances (NC) over 10% in June 2025:

1. Review of other monitoring tools accurately reflect your observations today. (13/31 = 42% NC)
2. Safe environments are evident and promote active supervision of all children. (5/31 = 16% NC)
3. Alarms and locks in hallways, front doors, and gates are in working order. (11/80 = 14% NC)
4. Classroom Transition Tracking Sheet accurately reflects current children in classroom or transition. (5/31 = 16% NC)
5. There are no splinters, cracks, rotting, or sharp ends on wood in playground. (5/40 = 13% NC)
6. All playground equipment is age-appropriate, in good repair, and have appropriate railings. (5/40 = 13% NC)

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Unusual Incidents & Citations



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.

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OHS RAN Timeline

April 2025 – Notification of Review

- April 17: Risk Assessment Notification (RAN) issued by Office of Head Start (OHS)
- April 24: RAN review conducted, Supervisor Andersen attended

May 2025 – Governing Body Notifications

- May 19: Discussed RAN with BOS Head Start Committee
- May 20: Discussed RAN with full BOS
- May 21: Discussed RAN with Policy Council

May 2025 – Corrective Actions

- May 1: RAN Monitoring Report issued
- May 5: Correction Action period began
- May 8: Met with Head Start Training and Technical Assistance (TTA)
- May 30: Met with TTA to review final Quality Improvement Plan (QIP)
- May 30: Submitted documentation of QIP

June to July 2025 – QIP Submission, Follow Up Review

- June 4: Final submission of QIP. Corrective Action period ended.
- June 9: Follow-up review with OHS
- **July 8: Monitoring Review Report issued. Finding has been corrected.**



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CDE Management Bulletin

Management Bulletin MB-25-05 issued: June 6, 2025

Subject: Revised State Median Income Ceilings and Income Ranking Table for Fiscal Year 2025-26

Information: Notifies California State Preschool Program (CSPP) contractors of the updated income ceilings and the income ranking table for FY25-26.

Action: CSB staff updated income guidance procedures and distributed amongst staffing units involved with eligibility and enrollment.



CDE Management Bulletin

Management Bulletin MB-25-06 issued: June 6, 2025

Subject: Assessment and Reporting of Family Fees for Fiscal Year 2025-26

Information: Notifies California State Preschool (CSPP) contractors of the FY25-26 Family Fee Schedule that became effective July 1, 2025, and provides guidance on calculating family fees.

Action: CSB staff updated family fee schedule and distributed amongst staffing units involved with eligibility and enrollment. Reached out to families currently paying fees to notify them of the change and their right to be request their fee be re-assessed after submitting updated income.



CDSS Child Care Bulletin

Child Care Bulletin 25-15 issued: June 9, 2025

Subject: Implementation of Assembly Bill (AB) 1808 (Chapter 356, Statutes 2024)

Information: Provides guidance to counties and child care and development contractors related to the provision of 24-month eligibility pursuant to AB 1808 (Chapter 356, Statutes 2024). Effective January 1, 2025, AB 1808 amends WIC Section 10271 to extend the minimum 12-month eligibility period to 24-months for eligible individuals enrolled in the California Work Opportunity and Responsibility to Kids (CalWORKs) Child Care Programs.

Action: CSB staff updated procedures accordingly.



CDSS Child Care Bulletin

Child Care Bulletin 25-16 issued: June 19, 2025

Subject: Revised Family Fee Schedule for Fiscal Year (FY) 2025-26

Information: Provides guidance to counties and child care and development contractors regarding the revised family fee schedule for FY25-26, effective July 1, 2025. This applies to the subsidy programs (CCTR, C2AP, and CAPP).

Action: CSB staff updated family fee schedule and distributed amongst staffing units involved with eligibility and enrollment. For families who were assessed a family fee utilizing the FY24-25 Schedule, and the new family fee schedule yields a lesser amount, we shall decrease the family's fee as applicable and issue a NOA.



CDSS Child Care Bulletin

Child Care Bulletin 25-17 issued: June 24, 2025

Subject: Revised State Median Income (SMI) Ceilings and Income Ranking Table for Fiscal Year (FY) 2025-26

Information: Notifies counties and child care and development contractors of the revised Schedule of Income Ceilings and Income Ranking Table to be used to determine a family's income eligibility for state-subsidized child care and development programs for Fiscal Year (FY) 2025-26. These apply to the subsidy programs (CCTR, C2AP, and CAPP).

Action: CSB staff updated income guidance procedures and distributed amongst staffing units involved with eligibility and enrollment.



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Recommendation

DISCUSS and ACCEPT the Head Start Committee update, and provide guidance, as recommended by the Employment and Human Services Director.

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2025 Head Start Governance Updates Calendar

	Federal Requirement*	1/21/25	2/25/25	3/25/25	4/15/25	5/20/25	6/24/25	7/22/25	8/12/25	9/16/25	10/21/25	11/18/25	12/16/25
1. Monthly Program Updates	HSA 642(d)(2) HSPPS 1301.2(b)(2)	Nov-Dec '24	Jan '25	Feb '25	None	Mar-Apr '25	May '25	Jun '25	None	Jul '25	Aug-Sep '25	None	Oct '25
2. Monthly Financial Updates	HSA 642(d)(2) HSPPS 1301.2(b)(2)	Nov '24	Dec '24	Jan '25	Feb '25	Mar '25	Apr '25	May '25	Jun '25	Jul '25	Aug '25	Sep '25	Oct '25
3. Funder Communications	HSA 642(d)(2) HSPPS 1301.2(b)(2)	Dec '24	Jan '25	Feb '25	Mar '25	Apr '25	May '25	Jun '25	Jul '26	Aug '25	Sep '25	Oct '25	Nov '25
4. Annual HS Governance and Eligibility Training	HSA 642(d)(3) HSPPS 1301.5, 1302.12(m)		Training										
5. Annual Goals and Objectives (included in Grant application)	HSPPS 1302.102(a)			Approval Item									
6. Annual Non-Competitive Grant Renewal Application	HSA 642(c)(1)(E) HSPSS 1301.2(b)(1)			Approval Item									
7. Annual Selection Criteria and Recruitment Plan	HSPSS 1302.13, 1302.14(a)				Approval Item								
8. Annual Community Needs Assessment	HSA 640(g)(1)(C) HSPPS 1302.11(b), 1302.102(d)(2)									Approval Item			
9. FY25-26 Planning Calendar	HSA 640(g)(1)(D) HSPPS 1302.11(b), 1302.102(d)(2)									Approval Item			
10. Annual Self-Assessment	HSA 642(d)(2) HSPPS 1302.102(b)(2)									Approval Item			
11. Annual County Single Financial Audit	HSA 642(d)(2) HSPPS 1301.2(b)(2)									Approval Item			
12. Annual Program Information Report	45 CFR Part 75										Share Results		
13. CSB Agency Policies & Procedures	HSA 642(c)(1)(E)	As needed											

HSPPS Compliance Timeline Progress Chart

