

Head Start Committee Update



November 17, 2025

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Outline

Topic	Federal Head Start	State Child Care
Federal Environment Updates	To date	
Child Care Center Services	✓	
Policy Council Actions	Oct 2025	
Budget	Sep 2025	Sep 2025
Monitoring	✓	
Official Funder Communication	Oct 2025	Oct 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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Vended Meal Services

- Contract with vendor (Ordo, Inc.) began August 1, 2025 following Board approval on July 22, 2025 (C31)
- Working with vendor to address initial challenges such as ensuring all meals and snacks are prepared daily, meeting federal requirements for meal components, and quality of meals

FY25-26 Head Start Self-Assessment

Federal Requirement

- Head Start Act (HSA) 642(d)(2)
- Head Start Program Performance Standards (HSPPS) 1302.102(b)(2)

Process

- November 10-26, 2025
- Review of: All Head Start directly operated and partner centers; Written responses from staff; File and documentation review
- Topics: Areas to be assessed during upcoming Office of Head Start Federal Monitoring visit (Focus Area 1)

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Self-Assessment Program Areas to be Reviewed

Program Area	Key Topics
1. Program Design, Management, and Improvement	a. Use of data to inform program design, planning, and improvement b. Governing body (Board of Supervisors) and Policy Council oversight of program operations c. Recruitment, supervision, and retention of a qualified staff team
2. Supporting Safe and Healthy Learning Environments	a. Safety in staffing, facilities, and equipment b. Developmentally appropriate teaching and home visiting practices
3. Fiscal Infrastructure	a. Budget development, implementation, and oversight b. Meeting the administrative and reporting requirements of the Head Start grant c. Internal controls to prevent fraud, waste, and abuse of federal funds d. Adequate insurance for the Head Start program to mitigate identified risk
4. Eligibility, Recruitment, Selection, Enrollment, and Attendance	a. Ensuring that families are eligible for Head Start services b. Selection of children and families who will benefit from Head Start services c. Maintaining full enrollment and promoting enrollment of children with disabilities

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Priorities, Program Goals, and Objectives

OHS Priorities	Related County Governing Body Priorities / Program Goals	Program Objectives
I. Child Health and Safety: Reduce or eliminate children's risk of exposure to harm and hazards.	Continue to implement daily, weekly, monthly, and quarterly monitoring to identify and remove environmental harm and hazards.	Objective 1: Teaching staff, Site Supervisors and partners will participate in trainings on the monitoring system to reinforce consistent and accurate implementation.
II. Partnerships with State Systems: Expand Head Start programs' capacity to coordinate services with state systems and national programs.	- Use state funding to extend hours to support commuting parents working varied shifts. - Maximize receipt of state funding by matching more than the required 20%	Objective 2: The County will increase enrollment levels by filling classrooms to maximum capacity to maximize state funding.
III. Reaching Children and Families: Ensuring that Head Start resources are targeted to children, families, and communities of greatest need.	- Distribute slots equitably throughout the county based on economic need. - Increase the number of slots to serve closer to 100% of eligible children and families. - Shift slots from Head Start to Early Head Start given that California public schools now offer free Transitional Kindergarten for children aged 4	Objective 3: The County will fully implement the shift of slots from Head Start to Early Head Start in new grant by completing classroom conversions and filling all Infant/Toddler teacher vacancies.
IV. Investing in the Workforce: Supporting a highly skilled workforce with competitive pay, benefits, and access to supports for staff wellness.	Attempt to achieve parity with local school district pre-school teacher salaries by increasing salaries for county employees and increasing rates for partners.	Objective 4: The County will focus on successful implantation of the new flex-promote system as a means of increasing teacher and site supervisor satisfaction and retention.
IV. Quality Environments: Strengthening the key components of infrastructure that assist Head Start programs with operating most effectively.	Expand mental health for children and families.	Objective 5: The County will execute a contract for enhanced mental health services funded by Measure X, and partner with the vendor to fully implement the additional services.

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October 2025 Policy Council Actions

The Head Start Policy Council convened on October 15, 2025. Key actions included:

- Approved submitting application for FY24-25 Carryover Request (approved by the Board of Supervisors on October 21, 2025)
- Received report of FY24-25 School Readiness Results (shared with the Board of Supervisors on September 16, 2025)
- Received standard monthly administrative, fiscal, and child nutrition reports
- No recommended actions for the Board of Supervisors

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Policy Council Bylaw Amendments

Tomorrow's consent calendar included item to amend the Policy Council Bylaws as follows:

1. Reduced number of member seats to 26 from 36, reflecting the current number of federal Head Start funded child care slots (1,201). Maintains ratio of 1 member seat for every 60 slots, plus 6 seats for community and past parent representatives
2. Reduced number of subcommittees to 4 from 6. Decreases the number of monthly meetings, which will help encourage greater parent participation.
3. Clarified language regarding meeting and agenda publishing timeframes.
4. Changed the threshold for establishing a meeting quorum. Now requires 51% of members to be present.

Policy Council voting on approval on November 19, 2025

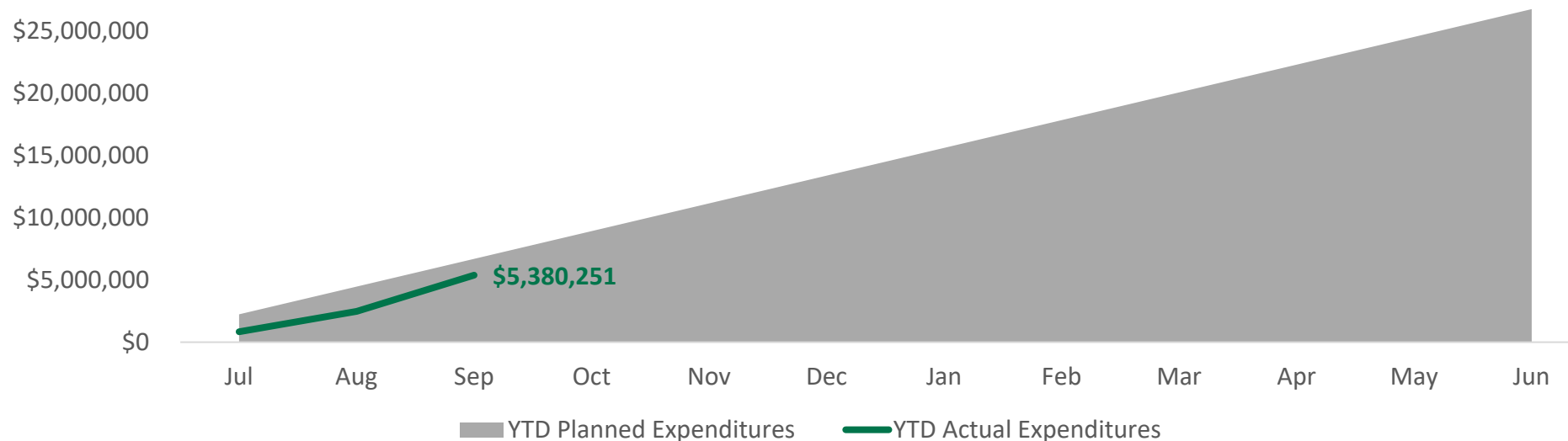
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Head Start Budget Expenditures



Category	FY25-26 Award	Sep 2025 Expenditures	YTD Expenditures	Remaining Balance
Total Federal Funding	\$20,577,342	\$2,169,676	\$4,170,861	\$16,406,481
Required Non-Federal Share	\$5,144,336	\$542,419	\$1,042,715	\$4,101,581
Measure X Overmatch	\$1,024,000	\$156,269	\$166,675	\$857,325
Total Federal and Non-Federal	\$26,745,678	\$2,868,364	\$5,380,251	\$21,365,427

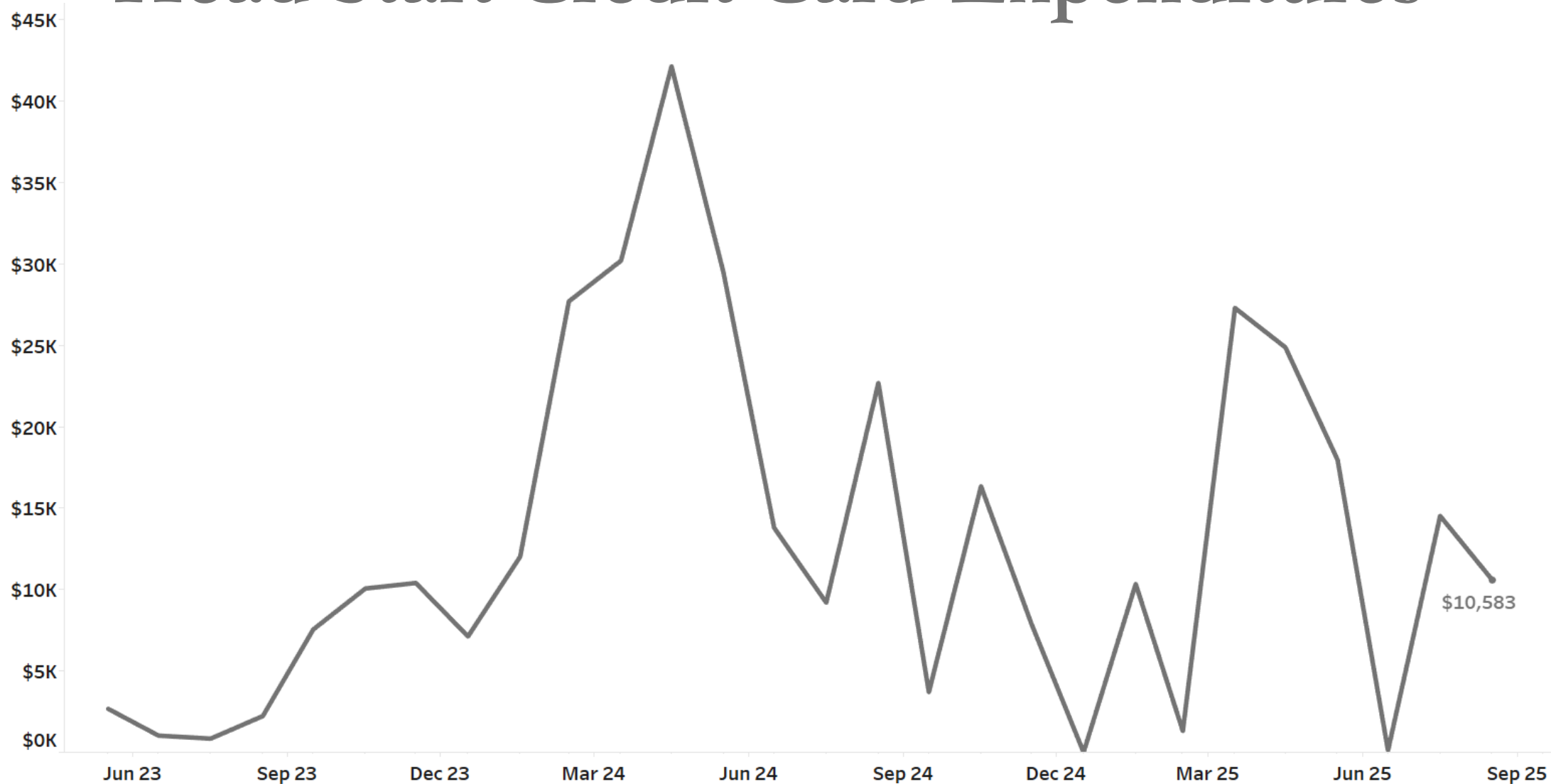
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Head Start Grant Budget

Budget Year Completed – 25%

	A	B	C	D
	Budget	YTD ACTUAL	% YTD ACTUAL	Remaining Budget
1. Personnel	\$6,261,244	\$1,771,116	28%	\$4,490,128
2. Benefits	\$4,136,150	\$904,556	22%	\$3,231,594
3. Equipment	\$0	N/A	N/A	N/A
4. Supplies	\$365,797	\$34,442	9%	\$331,355
5. Travel	\$57,213	\$3,353	6%	\$53,860
6. Construction	\$0	N/A	N/A	N/A
7. Other	\$2,497,266	\$370,078	15%	\$2,127,188
8. Contractual	\$6,057,509	\$819,799	14%	\$5,237,711
9. Indirect Costs	\$1,202,163	\$267,517	22%	\$934,646
TOTAL CHARGES	\$20,577,342	\$4,170,861	20%	\$16,406,481

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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FY24-25 Semi-Annual Monitoring Results: Overview

Federal Requirement

- Head Start Act (HSA) 641A(g)(3)
- Head Start Program Performance Standards (HSPPS) 1301.2(b)(2), 1302.100, 1302.102(b), 1302.102(c)

Overview

- Semi-annual review of ongoing monitoring data for centers, content areas, and the agency as a whole
- Period 1 – July through December 2024; Period 2 – January through June 2025

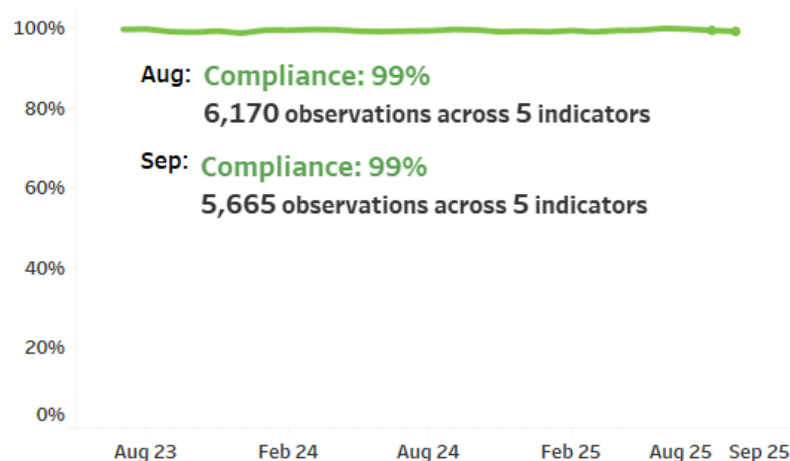
Highlights

- Centers have active supervision, safe ratios, and organized transitions
- Teachers demonstrate positive interaction and uphold children's personal rights
- Classroom environments are consistently well-maintained, organized, and compliant with federal Head Start standards
- Improvements needed for maintaining center and child files, ensuring all information is up-to-date and recorded

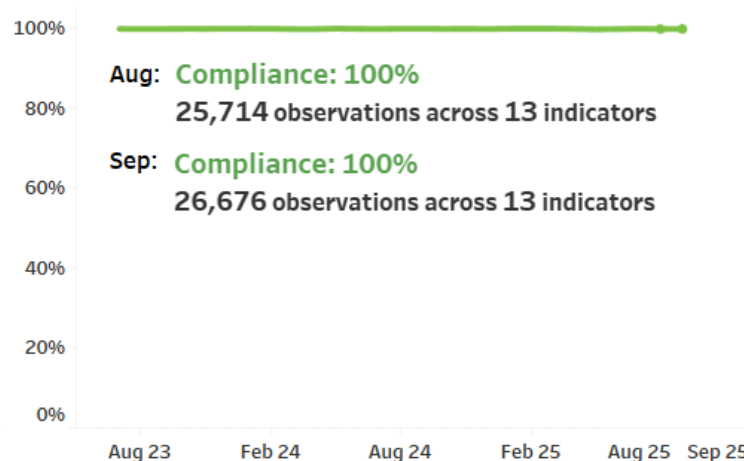
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Health and Safety Compliance

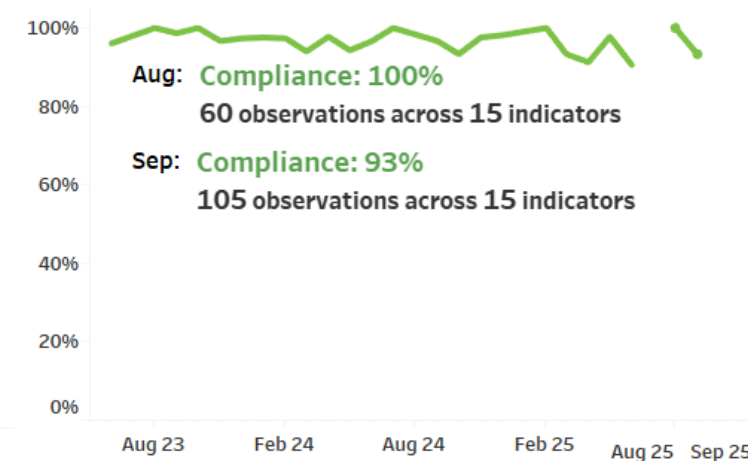
Daily Playground Safety



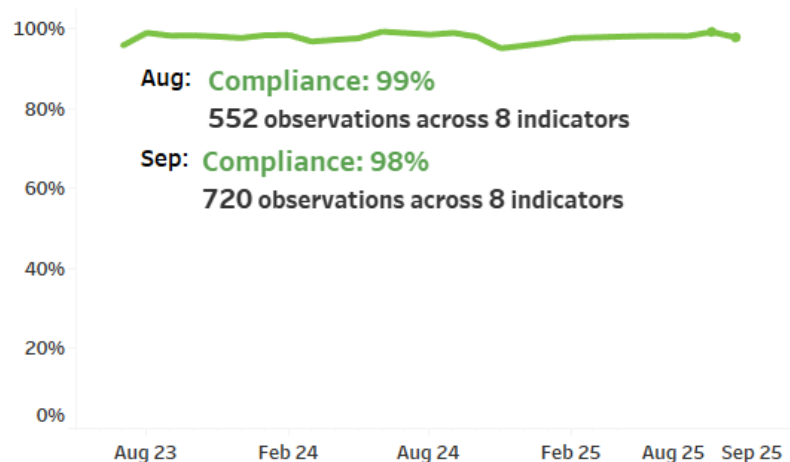
Daily Classroom Health & Safety



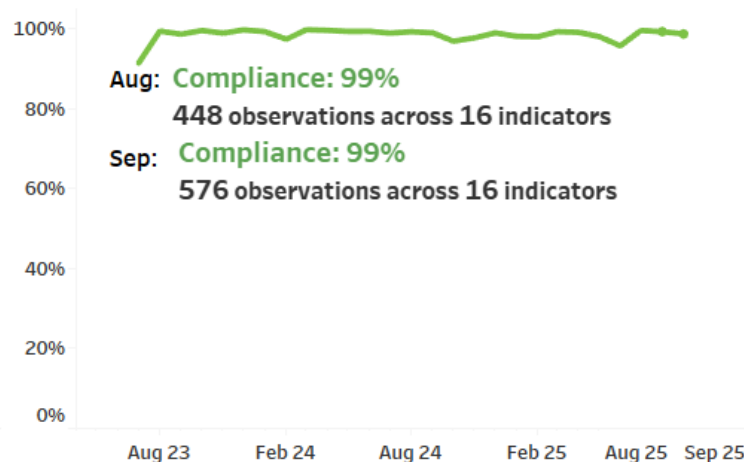
Child Transition & Safety



Weekly Facility Safety



Monthly Playground Safety



Indicators with non-compliances over 10% in August & September 2025:

There are no non-compliances over 10% in Aug 2025.

1. Classroom Transition Tracking Sheet is used correctly and reflects current children in room.
(2/11 = 18% non-compliance)
2. Alarms and locks in hallways, front doors, and gates are in working order.
(18/159 = 11% non-compliance)

FY24-25 Semi-Annual Monitoring Results: Center Level Monitoring

Monitoring Tools		Description	Compliance Rate Period 1 (July – December 2024)	Compliance Rate Period 2 (January – June 2025)
1.	Daily Classroom Health & Safety Checklist	Daily inspection by teaching staff prior to arrival of children to ensure each classroom meets healthy and safety compliance regulations	99%	98%
2.	Daily Playground Safety Checklist	Daily inspection by teaching staff prior to the arrival of children to ensure each playground meets health and safety compliance regulations	99%	97%
3.	Weekly Facility Safety Checklist	Weekly inspection by Site Supervisor to ensure each child care facility meets health and safety compliance regulations	98%	98%
4.	Monthly Playground Checklist	Monthly inspection by Site Supervisors to ensure each child care facility's playground meets healthy and safety compliance regulations	99%	98%
5.	Quarterly Health & Safety Checklist	Quarterly inspection by Health Manager to ensure each child care facility meets health and safety compliance regulations	99%	99%

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FY24-25 Semi-Annual Monitoring Results: Content Area Level Monitoring

Monitoring Tools		Description	Compliance Rate Period 1 (July – December 2024)	Compliance Rate Period 2 (January – June 2025)
1.	Child Safety & Transition Monitoring Checklist	Semi-annual inspection by senior management staff to ensure each classroom meets health and safety compliance regulations	98%	94%
2.	Child & Adult Care Food Program (CACFP) Center Monitoring Checklist	Tri-annual inspection by Nutrition Manager to ensure each center meets CACFP nutritional compliance regulations	92%	91%
3.	Comprehensive Services Monitoring Checklist	Semi-annual inspection by the Comprehensive Services Management Team to ensure each classroom implements required comprehensive services practices	98%	98%
4.	Education & Comprehensive Services File Review (Comprehensive Services Team)	Annual inspection by Comprehensive Services Management Team to ensure each child's file in each center is compliant in meeting state and federal guidelines for health, nutrition, mental health, disabilities, family engagement, and education	87%	87%

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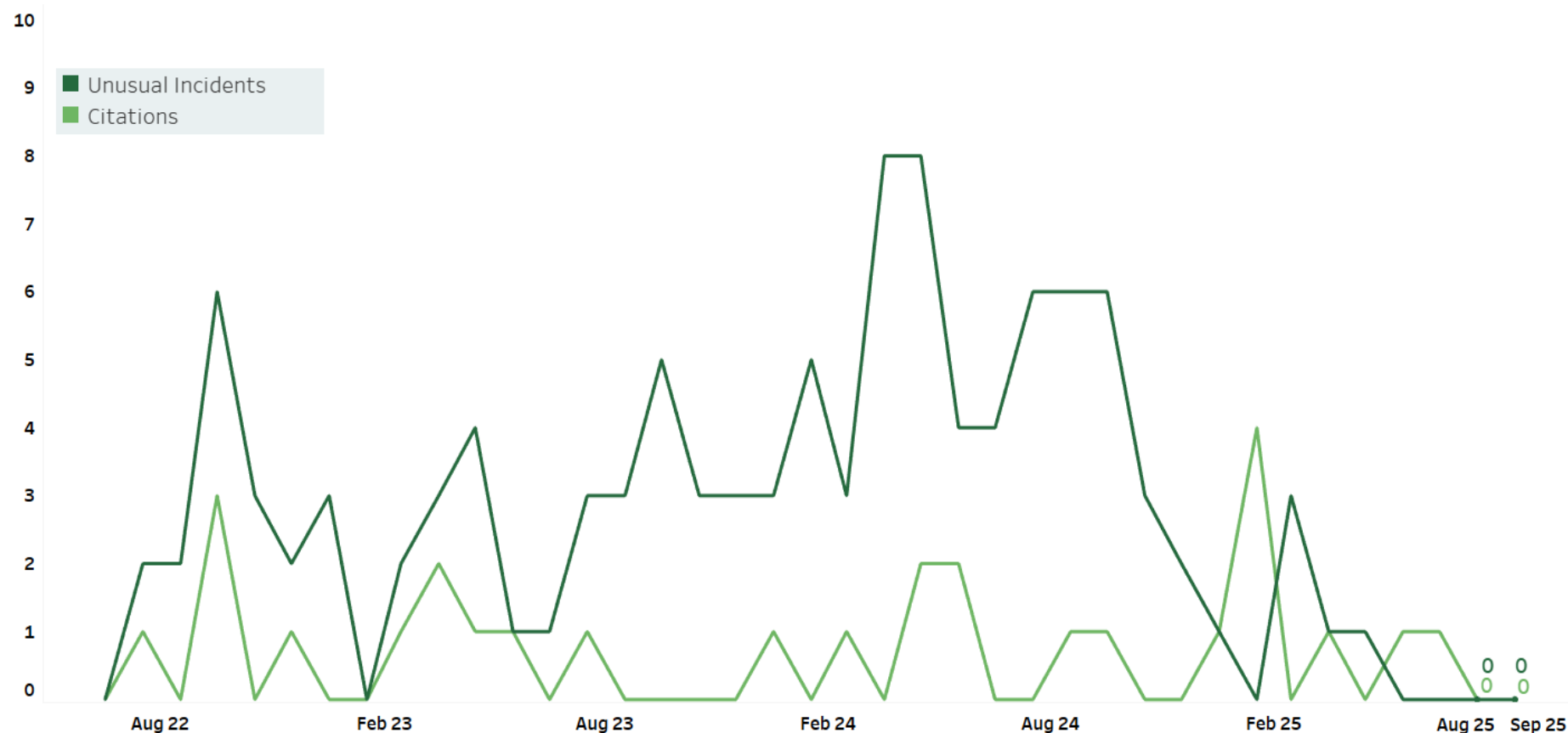
FY24-25 Semi-Annual Monitoring Results:

Agency Level Monitoring

Monitoring Tools	Description	Compliance Rate Period 1 (July – December 2024)	Compliance Rate Period 2 (January – June 2025)
1. Center Monitoring Checklist	Annual inspection by Quality Monitoring Unit to ensure each center meets health, safety, staff documentation, and family engagement compliance regulations	95%	94%
2. Needs & Eligibility Monitoring File Review	Annual inspection by Quality Monitoring Unit to ensure each center's files of enrolled children (30% of files at each center) meet eligibility needs and criteria compliance regulations	99%	99%
3. Education & Comprehensive Services File Review (Quality Monitoring Unit)	Annual inspection by Quality Monitoring Unit to ensure each classroom's files of enrolled children (30% of files for each classroom) is compliant in meeting state and federal guidelines for health, nutrition, mental health, disabilities, family engagement, and education	88%	89%
4. Classroom Assessment Scoring System (CLASS)	Annual inspection by CLASS certified observers of 30% of classrooms at every center to assess the quality of teacher-child interactions on the domains of Emotional Support, Classroom Organization, and Instructional Support	Met Federal Competitive Threshold for all 3 domains	Met Federal Competitive Threshold for all 3 domains

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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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CDSS Child Care Bulletin

Child Care Bulletin 25-25 issued: October 22, 2025

Subject: Continued and Expansion Funding Application Fiscal Year 2026-27

Information: Announces transition of current Continued Funding Application (CFA) to the Continued and Expansion Funding Application (CEFA) beginning with Fiscal Year 2026-27 applications. This will consolidate currently separate applications for existing contractors, allowing them to request expansion funding along with their application for continued funding. Award of expansion funding is subject to availability. Applications for FY26-27 are due by December 19, 2025.

Action: Completion of the CEFA is in-progress, including consideration for applying for a funding increase, with plans to seek BOS approval on 12/16/25.



CDSS Child Care Bulletin

Child Care Bulletin 25-26 issued: October 22, 2025

Subject: Cost of Care Plus Rate Payments to Child Care Centers Pursuant to Senate Bill 120

Information: Notifies counties and child care and development contractors of the continuation of the per-child, monthly cost of care plus payments issued to child care centers pursuant to Senate Bill 120 and Senate Bill 151. Centers shall receive the increased cost of care plus payment authorized through SB 120 and SB 151 beginning July 1, 2025. The per-child plus rate for Contra Costa County is \$230.

Action: Contract amendments to increase Cost of Care Plus to \$230 for child care partner centers are in-progress.



Child Care Contractor Rates

Service		FY 2021-2022 Rate Per Child	FY 2022-2023 Rate Per Child	FY 2023-2024 Rate Per Child	FY 2024-2025 Rate Per Child	FY 2025-2026 Rate Per Child
1.	Early Head Start (ages 0-2)	\$520 (monthly)	\$531.86 (monthly)	\$561.64 (monthly)	\$694.66 (monthly)	\$694.66 (monthly)
2.	Head Start (ages 3-5)	\$234 (monthly)	\$239.34 (monthly)	\$252.73 (monthly)	\$312.59 (monthly)	\$312.59 (monthly)
3.	Comprehensive Services	none	none	none	\$300 (monthly)	\$300 (monthly)
4.	Home Visiting	\$520 (monthly)	\$531.86 (monthly)	\$895.94 (monthly)	\$895.94 (monthly)	\$895.94 (monthly)
5.	Full-Day State Childcare (CDSS, CDE)	\$43.82 (CCTR daily) (Jul-Dec) \$63.72 (CCTR daily) (Jan-Jun) \$44.79 (CSPP daily) (Jul-Dec) \$63.72 (CSPP daily) (Jan-Jun)	\$63.72 (daily)	\$63.72 (daily)	\$69.34 (daily)	\$69.34 (daily)
6.	Part-Day State Preschool (CDE)	\$30.18 (daily) (Jul-Dec) \$42.57 (daily) (Jan-Jun)	\$42.57 (daily)	\$42.57 (daily)	\$42.57 (daily)	\$42.57 (daily)
7.	Cost of Care Plus (licensed providers)	None	None	\$211 per child (monthly)	\$211 per child (monthly)	\$230 (monthly)

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CDE Management Bulletin

Management Bulletin 25-09 issued: October 27, 2025

Subject: The Desired Results Developmental Profile (2025) for California State Preschool Programs and Special Education Division Funded Programs

Information: Notifies and provides guidance to California State Preschool Program (CSPP) contractors of the opportunity to participate in early adoption of the Desired Results Development Profile (2025) (DRDP (2025)), a developmental continuum from infancy through grade three. Early adoption of the DRDP (2025) is optional for CSPP contractors beginning with the 2025-26 program year and is mandatory in the 2026-27 program year. Programs may continue using the DRDP (2015) in the 2025-26 program year.

Action: We will not participate in the early adoption and use this year to train and prepare for a successful transition beginning July 2026.



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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)												Share Results
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											

Contra Costa County Resolution 2023/274 includes all of these requirements.

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Planned



Completed

HSPPS Compliance Timeline Progress Chart

