



Policy Council Meeting Minutes
 Location: 500 Ellinwood Way, Pleasant Hill, CA



Date: 2/19/2020

Time Convened: 6:03 PM

Time Terminated: 8:00 PM

Recorder: Imelda Prieto Martinez

TOPIC	RECOMMENDATION / SUMMARY
Review Desired Outcomes and Meeting Rules	<ul style="list-style-type: none"> • Katie Cisco, Chair, called the meeting to order at 6:03 p.m. • Daisy Templeton, Vice Chair, reviewed the desired outcomes. • Jasmine Cisneros, Parliamentarian, reviewed the ground meeting rules.
Public Comment	None
Correspondence	<p>Katie Cisco, Chair, read correspondence received from the Administration for Children & Families.</p> <p>On February 7, 2020, Community Services Bureau received a letter stating that they will conduct an on-site follow-up monitoring review to assess corrections on the findings identified in the Office of Head Start monitoring report dated October 17, 2019. CSB has been scheduled for an onsite Follow-Up Review on February 24, 2020, to verify that appropriate corrective actions have been accomplished.</p>
Parent Recognition	<p>The following staff were recognized for going above and beyond in their work with the children and the families:</p> <ul style="list-style-type: none"> • Maria Rios, Master Teacher at Marsh Creek and Balsam Nimir, Teacher at George Miller Concord. All staff received a certificate and book to acknowledge their dedication to the children and families. <p>Special thank you was given to CSB staff providing support during February 19, 2020, Policy Council meeting.</p>
Administrative Reports <ul style="list-style-type: none"> • CSB Director • Division Manager • Fiscal 	<p>Camilla Rand, CSB Director, welcomed Policy Council representatives and thanked representatives for attending.</p> <p>Administrative updates:</p> <ul style="list-style-type: none"> • CSB staff and families are mourning the loss of one of our own children who was killed by a hit & run driver last weekend while with his family. Something like this is devastating and I am especially proud of the action staff took in providing support quickly to the center and family. Staff began communicating over the weekend as news broke of the accident so by Monday morning, while many senior managers were greeting the reviewers, Michelle Mankewich, Mental Health Manager, mobilized clinicians from the Early Childhood Mental Health program to be on site to support staff and families as needed. The County's Employee Assistance Program was also mobilized and sent clinicians to support staff. A letter was sent to all staff and families informing them of the loss and informing them of supports in place. Staff from the Therapeutic Nurse came to the center and helped support the teachers in conversation with the children in room 4. We also have ordered books to help the teachers continue the dialogue of loss with our children. Comprehensive Services staff have continued to communicate with the family to ensure we are helping with whatever they may need. • CSB and YMCA staff met with Regional Office Training and Technical Assistance staff Crochoun Austin and Brian Tao on January 29 to finalize the corrective action plan related to the incident last October where a YMCA child was released to the wrong adult. On



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	<p>February 7, CSB received a letter from the Office of Head Start regarding a follow-up monitoring review on February 24, which will be led by Chris Pflaumer, Program Specialist, from the Regional Office. The goal of the follow-up review will be to clear the non-compliance once the team reviews the documentation and systems that have been put in place since October. More details will come after the follow-up review.</p> <ul style="list-style-type: none"> CSB has identified a new potential site to relocate CSB’s central kitchen. The county-owned building is on 41st and MacDonald in Richmond and is large enough for a kitchen and offices. CSB staff and Public Works are working to identify the costs associated with this building and will be speaking more with the Policy Council as plans develop. The current kitchen is at the Brookside location in Richmond, and we have been diligently looking for an alternate space more conducive to a kitchen. Last week CSB had the Focus Area 2 (FA2) Federal Review. Eight reviewers came to our program for five days and visited 56 classrooms, interviewed staff, parents, board members, and reviewed documents and systems. We went into the meeting with the intent of “knocking their socks off” by showcasing what makes our program unique and high quality. As of print, we do not have the results of the review, but we do know that the reviewers’ socks were indeed knocked off by our centers, services to families, management systems, the CLOUDs database, and were especially impressed with the six parents who were interviewed. A special thanks to Policy Council representatives Katie, Charles, and Daisy for being interviewed and providing real examples of how the program has helped their families. <p>Katharine Mason, Division Manager, Enrollment and Attendance statistics for January:</p> <ul style="list-style-type: none"> Enrollment: 100.3% for Head Start; 101.61% for Early Head Start; 101.39% for Early Head Start Child Care Program Partnership #1; and 97.89% for Early Head Start Child Care Program Partnership #2. Attendance: 81.65% for Head Start; 83.01% for Early Head Start; 90.52% for Early Head Start Child Care Program Partnership #1; and 82.58% for Early Head Start Child Care Program Partnership #2. Disabilities mandate percentage of 10% (children enrolled with IEP’s & IFSP’s): The combined Head Start & Early Head Start is at 13.31%. Early Head Start Child Care Partnership #1 is at 7.78%, and Early Head Start Child Care Partnership #2 is at 5.46% of children enrolled with an IFSP. A waiver will be submitted to the Office of Head Start for the Early Head Start Child Care Partnership #1 & #2 since these are not at yet meeting the 10% mid-year requirement. <p>Program updates:</p> <ul style="list-style-type: none"> CSB opened up Master Teacher positions for internal teaching staff to apply and be promoted into so that CSB can have at least one Master Teacher at every center. Master Teachers are qualified to provide coaching and training to other teachers and as such can help to support professional growth of Teacher Assistant Trainees (TATs) and Associate Teacher as part of our Grow Our Own efforts. On March 16, newly promoted Master Teachers will begin their new assignments. <p>Haydee Ilan, Accountant III, presented the following fiscal reports:</p>



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	<ul style="list-style-type: none"> ○ 2019-2020 Head Start Program: December 2019 year to date cash expenditures were \$15,293,160 YTD, which represents 90% of the program budget. ○ 2019-2020 Early Head Start Program: December 2019 year to date cash expenditures were \$1,968,360 YTD, which represents 53% of the program budget. ○ 2019-2020 Early Head Start – CC Partnership #1: December 2019 year to date cash expenditures were \$361,047 YTD, which represents 32% of the program budget. ○ 2019-2020 Early Head Start – CC Partnership #2: December 2019 year to date cash expenditures were \$1,170,585 YTD, which represents 32% of the program budget. ○ Credit Card expenditures for all programs, including Head Start and Early Head Start, for the month of December 2019, were \$3,623.79. ○ Child and Adult Care Food Program: December 2019 total meal served, including breakfast, lunch, and supplements were 26,517. 																														
<p>Action:</p> <ul style="list-style-type: none"> • Consider Approval of Early Head Start Child Care Partnership #1 Continuation Grant 	<p>Sarah Reich, ASA III, provided an overview of the Early Head Start Child Care Partnership #1 Continuation Grant for year 2 of a five year grant period.</p> <table border="1" data-bbox="361 898 1230 1341"> <thead> <tr> <th>Budget Categories:</th> <th>FY 2020-2021 EHS Child Care Partnership</th> </tr> </thead> <tbody> <tr><td>Personnel</td><td>\$305,109</td></tr> <tr><td>Fringe Benefits</td><td>\$212,143</td></tr> <tr><td>T & TA</td><td>\$25,907</td></tr> <tr><td>Travel</td><td>\$0</td></tr> <tr><td>Supplies</td><td>\$24,100</td></tr> <tr><td>Contractual</td><td>\$460,020</td></tr> <tr><td>Other</td><td>\$47,077</td></tr> <tr><td>Sub-Total of Direct Charges</td><td>\$1,074,356</td></tr> <tr><td>Indirect Costs</td><td>\$64,073</td></tr> <tr><td>Total Federal Amount Being Requested</td><td>\$1,138,429</td></tr> <tr><td>Non-Federal Share</td><td>\$284,607</td></tr> <tr><td>Total Federal and Non-Federal</td><td>\$1,423,036</td></tr> </tbody> </table> <p>A motion to approve the Early Head Start Child Care Partnership #1 Continuation Grant was made by Daisy Templeton and seconded by Nancy Santos. The motion passed.</p> <table border="1" data-bbox="361 1422 1648 1463"> <tr> <td align="center">Ayes</td> <td align="center">Nays</td> <td align="center">Abstentions</td> <td align="center">Not Present</td> </tr> </table>	Budget Categories:	FY 2020-2021 EHS Child Care Partnership	Personnel	\$305,109	Fringe Benefits	\$212,143	T & TA	\$25,907	Travel	\$0	Supplies	\$24,100	Contractual	\$460,020	Other	\$47,077	Sub-Total of Direct Charges	\$1,074,356	Indirect Costs	\$64,073	Total Federal Amount Being Requested	\$1,138,429	Non-Federal Share	\$284,607	Total Federal and Non-Federal	\$1,423,036	Ayes	Nays	Abstentions	Not Present
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<p>Action:</p> <ul style="list-style-type: none"> Consider Approval of Change of Scope of Early Head Start Child Care Partnership #2 	<p>Sarah Reich, ASA III, provided an overview of the Change of Scope of Early Head Start Child Care Partnership #2. Community Service Bureau (CSB) currently provides center-based services through the Early Head Start-Child Care Partnership 2 (EHS-CCP2) grant. CSB would like to add the home-based option to this grant so that pregnant women and infants/toddlers can be served through a partnership with Aspiranet.</p> <p>A new center-based partner was deemed unable, after much coaching and technical support, to demonstrate safe, quality services to children as required by Early Head Start policies and practices. As a result, we are requesting to place fifteen (15) of these EHS-CCP2 slots with Aspiranet, our high quality EHS home based partner. There will be no disruption of childcare services to enrolled children and families.</p> <p>A motion to approve the Change of Scope of Early Head Start Child Care Partnership #2 was made by Charles Latham and seconded by Andres Torres. The motion passed.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Ayes</th> <th style="width: 10%;">Nays</th> <th style="width: 10%;">Abstentions</th> <th style="width: 30%;">Not Present</th> </tr> </thead> <tbody> <tr> <td>Jasmine Cisneros Dominique Washington Maria de Lourdes Barrios Sanchez Damaris Santiago Charles Latham Monica Avila Mariam Okesanya Tracy Keelsing</td> <td>Kim Pham Perez Andres Torres Liliana Gonzales Devlyn Sewell Katie Cisco Daisy Templeton Nancy Santos</td> <td></td> <td>Maria Roxana Alavarado Maldonado Cristal Rodriguez Earl J. Smith Maria Bautista Emma Bella Swafford Jonathan Bean Emily Ferne Nivette Moore Mason</td> </tr> </tbody> </table>				Ayes	Nays	Abstentions	Not Present	Jasmine Cisneros Dominique Washington Maria de Lourdes Barrios Sanchez Damaris Santiago Charles Latham Monica Avila Mariam Okesanya Tracy Keelsing	Kim Pham Perez Andres Torres Liliana Gonzales Devlyn Sewell Katie Cisco Daisy Templeton Nancy Santos		Maria Roxana Alavarado Maldonado Cristal Rodriguez Earl J. Smith Maria Bautista Emma Bella Swafford Jonathan Bean Emily Ferne Nivette Moore Mason
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<p>Action:</p> <ul style="list-style-type: none"> Consider Approval of 2019 Self-Assessment Plan of Corrections 	<p>Monica DeVera, ASA III, provided an overview of the 2019 Self-Assessment Plan of Corrections. The Community Services Bureau (CSB) conducted its annual Program Self-Assessment for the 2019-20 year on December 10 – 13, 2019. Four external consultants with experience in Federal monitoring joined CSB managers and staff to conduct this year’s assessment. The Office of Head Start (OHS) FY 2020 Monitoring Protocol was used to review Federal Performance Measures. Local tools and monitoring procedures were also utilized to conduct more in-depth reviews of children’s files, safe environments, and in management and fiscal systems.</p> <p>The Self-Assessment found that 19 of the 23 Performance Measures were <u>fully met</u> and four (4) of the 23 Performance Measures were <u>met with concern(s)</u>. There was no designation for a Performance Measure <u>not met</u>.</p> <p>Additionally, the CSB program had a total of 77 overall strengths and positive observations. This is an incredibly large number of strengths for a program. The program had a total of 14 non-compliances and 11 areas of concern. “Concerns” are defined as areas that are compliant but could use strengthening.</p> <p>Key Findings – Strengths</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #f4a460;"> <th>Program Management & Quality Improvement</th> <th>Education & Child Development</th> <th>Health Program Services & Safe Environments</th> <th>Family & Community Engagement Services</th> <th>Fiscal Infrastructure</th> <th>Eligibility, Recruitment, Selection, Enrollment, Attendance (ERSESA)</th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> ✓ Qualified staff at all levels in the organization ✓ Active and engaged Policy Council </td> <td> <ul style="list-style-type: none"> ✓ Classrooms are individualized based on children’s interests and goals ✓ Centers are NAEYC accredited </td> <td> <ul style="list-style-type: none"> ✓ Food allergy signage of children readily posted for teaching staff ✓ All areas observed in classrooms were clean </td> <td> <ul style="list-style-type: none"> ✓ Five staff are certified trainers for “Make Parenting a Pleasure” ✓ ESL and financial literacy workshops – several locations </td> <td> <ul style="list-style-type: none"> ✓ CSB develops organized grant proposals with the input, review, and approval of the Board and Policy Council ✓ Excellent monitoring system </td> <td> <ul style="list-style-type: none"> ✓ Excellent Tracking System (CLOUDs) ✓ Exceeds requirement of enrolling children with disabilities </td> </tr> </tbody> </table> <p>Areas Requiring Corrective Action & Corrective Action Plans</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #f4a460;"> <th>Service Area</th> <th>Non-Compliance</th> <th>Corrective Action Plan</th> </tr> </thead> <tbody> <tr> <td>Program Management & Quality Improvement</td> <td>Record Keeping Issues</td> <td> <ul style="list-style-type: none"> • Trainings at meetings • 100% file review </td> </tr> <tr> <td>Health Services</td> <td>Safe Environment Items (e.g. improper storage of cleaning supplies, cots not having enough space apart, etc.)</td> <td> <ul style="list-style-type: none"> • Many corrected on the spot/onsite • Give refresher training on Health and Safety (H&O) Environments for the H&O Officers • 8 partner centers will receive H&O monitoring by CSB </td> </tr> <tr> <td>Fiscal Infrastructure</td> <td>Contracts Process</td> <td> <ul style="list-style-type: none"> • Further streamline process through collaborative effort </td> </tr> <tr> <td>ERSESA</td> <td>The First Baptist delegate agency was only 91.8% enrolled (as of 12/12/19, during SA)</td> <td> <ul style="list-style-type: none"> • By Jan. 2020, First Baptist will meet at least 97% enrollment </td> </tr> </tbody> </table> <p>A motion to approve the The Plan of Corrections was made by Andres Torres and seconded by Charles Latham. The motion passed</p>	Program Management & Quality Improvement	Education & Child Development	Health Program Services & Safe Environments	Family & Community Engagement Services	Fiscal Infrastructure	Eligibility, Recruitment, Selection, Enrollment, Attendance (ERSESA)	<ul style="list-style-type: none"> ✓ Qualified staff at all levels in the organization ✓ Active and engaged Policy Council 	<ul style="list-style-type: none"> ✓ Classrooms are individualized based on children’s interests and goals ✓ Centers are NAEYC accredited 	<ul style="list-style-type: none"> ✓ Food allergy signage of children readily posted for teaching staff ✓ All areas observed in classrooms were clean 	<ul style="list-style-type: none"> ✓ Five staff are certified trainers for “Make Parenting a Pleasure” ✓ ESL and financial literacy workshops – several locations 	<ul style="list-style-type: none"> ✓ CSB develops organized grant proposals with the input, review, and approval of the Board and Policy Council ✓ Excellent monitoring system 	<ul style="list-style-type: none"> ✓ Excellent Tracking System (CLOUDs) ✓ Exceeds requirement of enrolling children with disabilities 	Service Area	Non-Compliance	Corrective Action Plan	Program Management & Quality Improvement	Record Keeping Issues	<ul style="list-style-type: none"> • Trainings at meetings • 100% file review 	Health Services	Safe Environment Items (e.g. improper storage of cleaning supplies, cots not having enough space apart, etc.)	<ul style="list-style-type: none"> • Many corrected on the spot/onsite • Give refresher training on Health and Safety (H&O) Environments for the H&O Officers • 8 partner centers will receive H&O monitoring by CSB 	Fiscal Infrastructure	Contracts Process	<ul style="list-style-type: none"> • Further streamline process through collaborative effort 	ERSESA	The First Baptist delegate agency was only 91.8% enrolled (as of 12/12/19, during SA)	<ul style="list-style-type: none"> • By Jan. 2020, First Baptist will meet at least 97% enrollment
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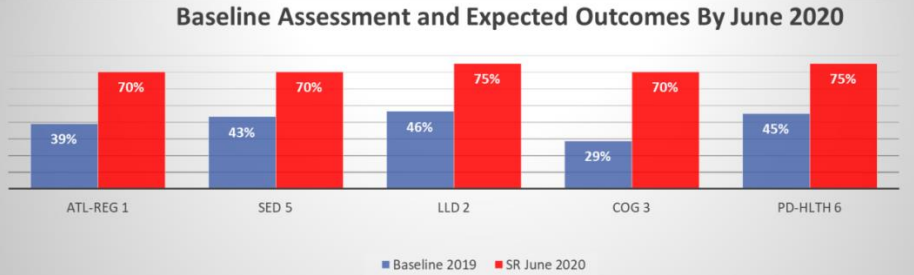
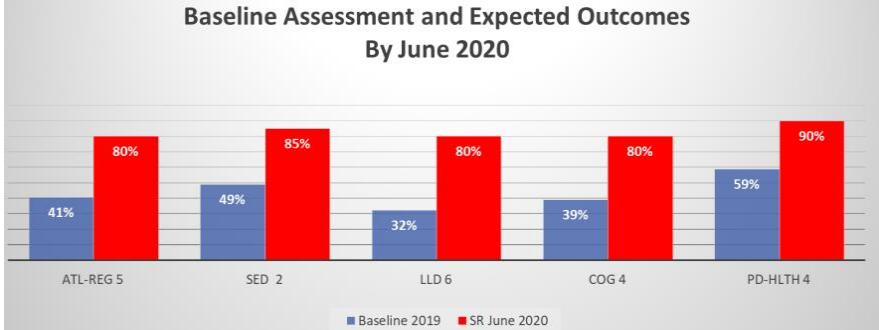
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Action: <ul style="list-style-type: none"> Consider Approval of the January 15, 2020, Policy Council Minutes 	<p>The minutes of the January 15, 2020, Policy Council minutes were reviewed and no corrections were noted.</p> <p>A motion to approve the January 15, 2020, Policy Council minutes was made by Daisy Templeton and seconded by Dominique Washington. The motion was approved.</p> <table border="1"> <thead> <tr> <th align="center">Ayes</th> <th align="center">Nays</th> <th align="center">Abstentions</th> <th align="center">Not Present</th> </tr> </thead> <tbody> <tr> <td>Jasmine Cisneros Nivette Moore Mason Dominique Washington Maria de Lourdes Barrios Sanchez Damaris Santiago Charles Latham Monica Avila Mariam Okesanya Tracy Keelsing</td> <td>Kim Pham Perez Andres Torres Liliana Gonzales Devlyn Sewell Katie Cisco Daisy Templeton Nancy Santos</td> <td></td> <td>Maria Roxana Alavarado Maldonado Cristal Rodriguez Earl J. Smith Maria Bautista Emma Bella Swafford Jonathan Bean Emily Ferne</td> </tr> </tbody> </table>				Ayes	Nays	Abstentions	Not Present	Jasmine Cisneros Nivette Moore Mason Dominique Washington Maria de Lourdes Barrios Sanchez Damaris Santiago Charles Latham Monica Avila Mariam Okesanya Tracy Keelsing	Kim Pham Perez Andres Torres Liliana Gonzales Devlyn Sewell Katie Cisco Daisy Templeton Nancy Santos		Maria Roxana Alavarado Maldonado Cristal Rodriguez Earl J. Smith Maria Bautista Emma Bella Swafford Jonathan Bean Emily Ferne
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Report: <ul style="list-style-type: none"> Mid-Year Goals & Objectives updates 	<p>Sarah Reich, ASA III, provided an overview of the Mid-Year Goals and Objectives updates.</p> <p>Goal 1: Through the use of multiple technologies, CSB will develop systems to enhance staff and client communication while coordinating program-wide approaches to effective data management and ensuring high quality service delivery.</p> <ul style="list-style-type: none"> Kiosk installation is in progress with plans to deploy the use of a web application that communicates with the CLOUDS data 											



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	<p>management system. Families will soon be able to apply for services using the Kiosks.</p> <p>Goal 2: Due to an 84% increase in Early Head Start slots (from 311 to 623) in two years, CSB will enhance its Early Head Start programming through a multi-faceted approach.</p> <ul style="list-style-type: none"> • Oral Health Curriculum has been purchased and is pending delivery. Teeth for Tots Curricula is designed to support families and caregivers of children birth to three. Teeth for Two Curricula is designed to support staff who work with pregnant women. <p>Goal 3: CSB will implement a “Grow Our Own” approach to hiring, developing, and retaining a robust staff across all service areas that are responsive to the clients and intrinsically motivated to be the best they can be through a variety of supports and services.</p> <ul style="list-style-type: none"> • Four Teacher Assistant Trainees were enrolled in classes this past Fall 2019 and all passed their classes. One TAT graduated from the program and is in the process of applying to the AT permit while the other three continue in the program this Spring 2020. Two additional TATs have been accepted into the program and began classes in January. <p>Goal 4: CSB will implement data-driven Parent, Family and Community Engagement (PFCE) services that embrace the PFCE framework and result in measurable impacts that achieve the mission of the organization.</p> <ul style="list-style-type: none"> • CSB purchased Fathering in 15^(TM), an online program from the National Fatherhood Initiative (FNI). Plans are in place to pilot the program at Contra Costa College, Los Aborles, and Aspiranet.
<p>Report:</p> <ul style="list-style-type: none"> • 1st DRDP Child Outcomes 	<p>Ron Pipa & Julia Kittle-White, Education Managers, provided an overview of the 1st DRDP Child Outcomes Assessment. Community Services Bureau (CSB) utilizes DRDP-2015 © to assess the development of all children enrolled in the program. The tool rates children based on different domains, measures, and developmental levels. Three assessments are conducted each program year using this instrument to monitor children's development. Results of the first assessment, also called the baseline:</p> <p>Infant and Toddler School Readiness Goals</p> <ul style="list-style-type: none"> • Approaches to Learning: Attention Maintenance (ATL-REG 1) – <i>your child’s ability to have focused attention</i> • Social and Emotional Development: Symbolic and Sociodramatic Play (SED 5) – <i>your child’s ability to engage in pretend play</i> • Language and Literacy Development: Responsiveness to Language (LLD 2) – <i>your child’s response to language</i> • Cognition: Number Sense of Quantity (COG 3) – <i>your child’s ability to count and understand numbers</i> • Physical Development and Health: Personal Care Routines Hygiene (PD-HLTH 6) – <i>your child’s increasing ability to learn and complete self-care practices around cleanliness</i> <p>School Readiness Goals - Infants & Toddlers</p>

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	<p data-bbox="541 337 1213 365" style="text-align: center;">Baseline Assessment and Expected Outcomes By June 2020</p>  <table border="1" data-bbox="373 337 1281 609"> <caption>Baseline Assessment and Expected Outcomes By June 2020 (Infant & Toddlers)</caption> <thead> <tr> <th>Measure</th> <th>Baseline 2019 (%)</th> <th>SR June 2020 (%)</th> </tr> </thead> <tbody> <tr> <td>ATL-REG 1</td> <td>39%</td> <td>70%</td> </tr> <tr> <td>SED 5</td> <td>43%</td> <td>70%</td> </tr> <tr> <td>LLD 2</td> <td>46%</td> <td>75%</td> </tr> <tr> <td>COG 3</td> <td>29%</td> <td>70%</td> </tr> <tr> <td>PD-HLTH 6</td> <td>45%</td> <td>75%</td> </tr> </tbody> </table> <p data-bbox="359 613 1982 678">Figure represents the infant & toddlers’ baseline percentages for the developmental domain measure in blue and expected outcomes by June 2020 in red.</p> <p data-bbox="359 722 646 750">School Readiness Goals</p> <ul data-bbox="373 756 2018 1036" style="list-style-type: none"> • Approaches to Learning: Self- Control of Feelings and Behavior (ATL-REG 5) – <i>your child’s ability to control their feelings and behaviors</i> • Social and Emotional Development: Social Emotional Understanding (SED 2) – <i>your child’s ability to understand others feelings and behaviors</i> • Language and Literacy Development: Comprehension of Age Appropriate Text (LLD 6) – <i>your child’s ability to understand children's books and age level words</i> • Cognition: Number Sense of Math Operations (COG 4)- <i>your child’s ability to have basic understanding of age appropriate addition and subtraction</i> • Physical Development: Fine Motor(PD-HLTH 4)- <i>your child’s increasing strength and coordination of use of small muscles</i> <p data-bbox="359 1078 823 1105">School Readiness Goals –Preschoolers</p> <p data-bbox="541 1110 1045 1170" style="text-align: center;">Baseline Assessment and Expected Outcomes By June 2020</p>  <table border="1" data-bbox="359 1110 1232 1437"> <caption>Baseline Assessment and Expected Outcomes By June 2020 (Preschoolers)</caption> <thead> <tr> <th>Measure</th> <th>Baseline 2019 (%)</th> <th>SR June 2020 (%)</th> </tr> </thead> <tbody> <tr> <td>ATL-REG 5</td> <td>41%</td> <td>80%</td> </tr> <tr> <td>SED 2</td> <td>49%</td> <td>85%</td> </tr> <tr> <td>LLD 6</td> <td>32%</td> <td>80%</td> </tr> <tr> <td>COG 4</td> <td>39%</td> <td>80%</td> </tr> <tr> <td>PD-HLTH 4</td> <td>59%</td> <td>90%</td> </tr> </tbody> </table> <p data-bbox="359 1442 1995 1471">Figure represents the Preschoolers’ baseline percentages for the developmental domain measure in blue and expected outcomes by June</p>	Measure	Baseline 2019 (%)	SR June 2020 (%)	ATL-REG 1	39%	70%	SED 5	43%	70%	LLD 2	46%	75%	COG 3	29%	70%	PD-HLTH 6	45%	75%	Measure	Baseline 2019 (%)	SR June 2020 (%)	ATL-REG 5	41%	80%	SED 2	49%	85%	LLD 6	32%	80%	COG 4	39%	80%	PD-HLTH 4	59%	90%
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	<p>2020 in red.</p> <p>School Readiness Goals - Pre-kindergarteners</p> <div data-bbox="361 474 1243 760"> <table border="1"> <caption>Baseline Assessment and Expected Outcomes By June 2020</caption> <thead> <tr> <th>Developmental Domain</th> <th>Baseline 2019</th> <th>SR June 2020</th> </tr> </thead> <tbody> <tr> <td>ATL-REG 5</td> <td>44%</td> <td>80%</td> </tr> <tr> <td>SED 2</td> <td>44%</td> <td>85%</td> </tr> <tr> <td>LLD 6</td> <td>38%</td> <td>85%</td> </tr> <tr> <td>COG 2</td> <td>38%</td> <td>85%</td> </tr> <tr> <td>PD-HLTH 1</td> <td>55%</td> <td>90%</td> </tr> </tbody> </table> </div> <p>developmental domain measure in blue and expected outcomes by June 2020 in red.</p> <p>Parent Family & Community Engagement</p> <p>Infant and Toddler Parents as Lifelong Educators</p> <ul style="list-style-type: none"> Families will increase their ability to support their children’s understanding of math concepts in the area of number sense and quantity. <p>Preschool/Prekindergarten Parents as Lifelong Educators</p> <ul style="list-style-type: none"> Families will increase their ability to support their children’s understanding of math concept of addition and subtraction. 	Developmental Domain	Baseline 2019	SR June 2020	ATL-REG 5	44%	80%	SED 2	44%	85%	LLD 6	38%	85%	COG 2	38%	85%	PD-HLTH 1	55%	90%
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<p>Presentation:</p> <ul style="list-style-type: none"> School Readiness Activity 	<p>Ron Pipa & Julia Kittle-White, Education Managers, shared a monthly school readiness activity with participants. The Dice games are educational. Children can learn math skills while exploring dice and playing fun simple games. Our teachers are working with your child to increase understanding in the following math skills.</p> <ul style="list-style-type: none"> Number identification Number sense Matching numbers Comparing numbers Adding and subtracting Counting number dots <p>Children learn through repetition so repeat this game many times so your child can master this skill.</p>																		



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<p>Site Reports</p>	<p>Ambrose:</p> <ul style="list-style-type: none"> • Ligia Ortiz, Site Supervisor, participated in a two day training in Foster City February 6th & 7th. This training will help improve the quality of care, parent participation, and overall management of the center. • We have been harvesting cauliflowers from our garden and sharing with the families. • Camilla Rand, CSB Director visited our center on January 31st. She enjoyed holding the babies, talking and playing with the toddlers. • Free diapers were distributed to families at the center. They were graciously donated by Sweet Beginning Family Resource Center. <p>Balboa:</p> <ul style="list-style-type: none"> • Facility improvements: new playground was installed for Modular B, new sandbox on main building playground, new stairs were installed leading from the main building to modular, and preschool doors were painted. <p>CC College:</p> <ul style="list-style-type: none"> • Site is celebrating completing the success of Focus Area 2 review. The teachers did an excellent job and it was a lot of hard work but the outcome was wonderful. • Two new children were enrolled. • Site has many facility improvements, from the outside landscaping, to things being freshly painted both inside and out by the teachers and public works. We also received new sand for the sandbox. • Teachers are thinking of projects to do for Black History month and have come up with many wonderful ideas. • The librarian will be coming on February 21st to read and sing songs with the children. • Teachers shared many resources in the preparation of Focus Area 2, like paints and books. • The site supervisor would like to thank her staff personally for all the hard work that they do every day with both children and their families. Especially thank her staff in doing such a wonderful job in both preparation and flexibility during Focus Area 2 review. <p>George Miller III:</p> <ul style="list-style-type: none"> • Site is presenting Make Parenting A Pleasure sessions and celebrating Black History month activities, the children will participate in their classrooms. • Classrooms received new furniture and rugs. • A Librarian from Richmond Public Library continues to make weekly visits to our children. Mr. Ron, Education Manager visited classrooms playing his accordion and Mr. Angel visited classrooms playing his guitar. • Weekly flyers are sent home each Friday and parents were invited to our monthly parent meeting. <p>Los Arboles:</p> <ul style="list-style-type: none"> • Breakfast with the families was a great success; children spent quality time with their families eating breakfast and socializing with other families in the program. • We are recruiting dads for Fathering in 15 pilot program at Los Arboles. This program is an online tool for dads. The tool helps dads become the best dad they can be.



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	<ul style="list-style-type: none"> • Preschoolers are going through the “Ball Study”, where children are learning about different balls & different sports. Parents were encouraged to participate in the study and they come to teach children how to play softball, football, tennis, soccer, etc. • Parent Surveys were completed in the month of February. • The Federal review was a great success, the reviewer was impressed with the teachers and their interaction with children. <p>Marsh Creek:</p> <ul style="list-style-type: none"> • On February 11, 2020, we had the federal review visit in Marsh Creek. It was a great success. Everything was fine. • Outside, in the playground area, the sprinkler system was fixed. • Ms. Connie Forrest made a science experiment with the AM and PM class. A volcano erupting. It was a WOW experience for all the children. • Marsh Creek Elementary teachers were special guest and talked to parents about kindergarten readiness and registration. 	
Announcements	<p>Katharine Mason, Division Manager, thanked the participants and shared the following announcement:</p> <ul style="list-style-type: none"> • ESL classes will start at GMC 3/19/20; Beginner English classes are provided in collaboration with Martinez Adult School. Weekly classes are on Thursday from 5:30 to 7:00 PM. Dinner and childcare are provided, pick up a flyer to share. • PC Representatives, for those registered in the Strength-Based training on 2-29-20, please complete your emailed homework before the training. The training will promptly start at 9 am. Breakfast and lunch will be provided. • CSB is launching the Fathering in 15 online pilot at three centers, Contra Costa College, Aspiranet and Los Arboles. The Fathering in 15 is an on-line training that can be accessed on the cell phone or computer, at the participant's convenience. Fathering in 15, presents 15 topics, in about 15 minutes each. Each topic support dads to be the best dads they can be. We encourage you to sign-up if you are enrolled father/father figure at one of these 3 programs. After the pilot, the goal is to expand Fathering in 15 to all CSB fathers/father figures. • Next Moth we'll be signing the California Form 700-Fair Political Practices Commission, Statement of Economic Interest. • We would like you to take the time to observe your centers and nominate staff to be recognized during PC Meeting for the quality work they provide to the children and families. Use the pink form to send us your nominations. You may hand nominations to your Center Site Supervisor. 	
Meeting Evaluation	<p align="center"><u>Pluses / +</u></p> <ul style="list-style-type: none"> • Good Site Reports 	<p align="center"><u>Deltas / Δ</u></p> <ul style="list-style-type: none"> • None