



Contra Costa County



Meeting: Program Services Subcommittee Date: 8/4/21 Time: 5:00pm to 6:00pm

Location: Via Zoom Facilitator: Magda Bedros Recorder: Salvadora Castro

Attendees: Magda Bedros, Ana Araujo, Matthew Carlson, Myriah Herrington, Sarah Reich, Amanda Cleveland
 Conference Call Attendees:

TOPIC	SUMMARY
<p>Desired Outcomes (Document who reviews meeting outcomes and ground rules)</p>	<ul style="list-style-type: none"> Matthew read desired outcomes, Magda welcomed the group and went over ground rules. Discussed program goals and objectives for the 2021-2022 program year and collected parent input to ensure agency focus is representative of community needs Review and discuss the 2021-2022 CSB Planning Calendar. An understanding of the 2022 Early Head Start and Head Start Program Continuation Grant application. Review draft of the Child Outcomes and the School Readiness/DRDP end of the year report to provide feedback and collect input.
<p>Public Comment</p>	<ul style="list-style-type: none"> N/A
<p>Reports / Presentations / Discussions / Comments</p>	<ul style="list-style-type: none"> Sarah gave the June updates for CSB goal & objectives (Committee had not questions or comments at this time) <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"> June update: CSB’s website, CSB Connect, is live as of July 2021. CSB Connect features a public-facing webpage with accessible program service information and a password protected portal for clients and staff. Through the portal, prospective families can begin the application process online while enrolled families have the ability to communicate with staff electronically and share information specific to their child and family needs June update: QR code sign-in is now available on the attendance tablets, of which each classroom has two assigned. All tablets will be updated in July with the newly added feature. This results in a more portable and flexible system so that each center may implement efficient sign-in processes unique to needs of each center. This capability will also support processes as restrictions loosen and we shift towards pre-pandemic practices. <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"> June Update: Health Manager presented Module 1 from “Teeth For Tots” during CC College parent meeting on March 24th and “Mouth Healthy- Why Baby Teeth Matter” during Ambrose parent meeting on March 31st. The Zoom meetings were combined with parents from CCCollege and Ambrose. The curriculum will be presented again in the Fall. Presentations for pregnant women “Teeth For Two” and “Mouth Healthy Pregnancy” was postponed until the new program school year for Crossroads and the reconvening of site based parent workshops at Aspiranet. By September 2021, Health Manager will collaborate and coordinate to present the curriculum at Crossroads, Aspiranet, CC College and Ambrose and determine program implementation based on parent evaluations of the programs.

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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

- June update: All three continuing TATs have completed the ECE Work Study Program and applied for the Associate Teacher (AT) Permit. They will be ready to apply for CSB’s vacant AT positions upon receipt of their permit. Therefore, a total of seven TATs have completed the program this year. Four additional TATs are enrolled in the Work Study Program for Fall 2021.
- June update: Since January 2021, we saw a 2% increase in our TAT staff, and a 5% increase in AT staff – a total of 4% increase in TAT staff and 7% increase in AT staff with January and June updates combined.

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

- June update: On March 3, 2021 All comprehensive Services staff participated in a refresher training focused on the McKinney Vento definition of homelessness, this will continue has an annual focused training. On May 13, 2021, The Community Action Service Providers held a Round Table wherein it was determined a two-way referral system will start September 1, 2021. Also in May 2021, the Centralized Enrollment Unit incorporated a screening questionnaire for use during the enrollment of new families; this questionnaire is located under enrollment forms on the CLOUDS database.
- Amanda presented the CSB Planning Calendar for 2021-2022

Planning Calendar

- Includes Program and Fiscal year activities such as:
 - Communications to Staff
 - Family Engagement events
 - Policy Council Meetings & Trainings
 - CSB Program & Fiscal Reports: Head Start, CSBG, LIHEAP, APP
- Monthly Activities from July 2021-June 2022

Timelines

- Required Deadlines such as:
 - Enrollment Reports
 - Federal & State Fiscal Reports
- Internal Deadlines such as:
 - CSB Internal Recurring Meetings
 - Annual Report (required annually)
- Sarah presented the 2022 Head Start and Early Head Start Year 4 Continuation Grant.

Assigned Leads (Sponsors)

- Senior Managers
- Assigned staff as needed

Isabel Renggenathen						
Family Engagement	Ron				Prep/planning Take Home Activities	EHS: Take home family activities monthly Dec-June
	Afi				Prep/planning Take Home Activities	H5: Take home family activities monthly Dec-June

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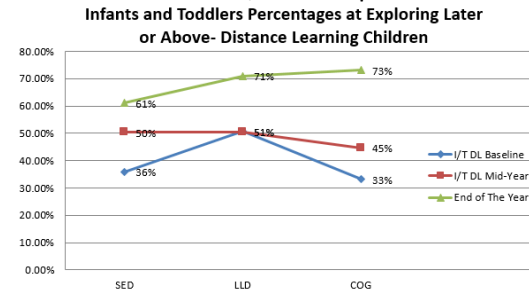
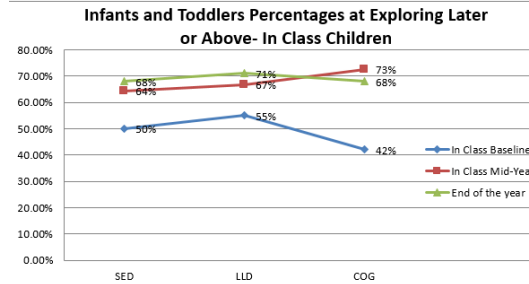
The following table reflects the annual funding and enrollment levels available to apply for:

Funding Type	Head Start	Early Head Start
Program Operations	\$17,623,153	\$8,818,593
Training and Technical Assistance	\$197,344	\$195,205
Total Funding		\$26,834,295

Program	Head Start	Early Head Start
Federal Funded Enrollment	1,351	573

Period of Funding: 01/01/2022 - 12/31/2022

- Magda discussed the End of Year Child Outcomes and School readiness/DRDP report:



School Readiness Goals

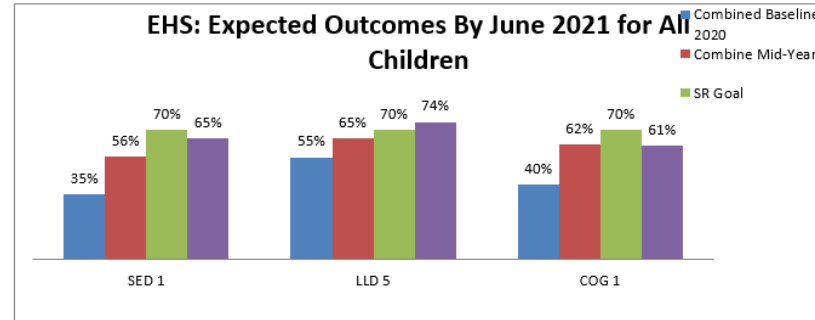


Figure 3 above represents the infant and Toddler combined percentages for the developmental level Exploring Later and above, Baseline in blue, Mid-Year in red, anticipated percentage for year-end outcomes by June 2021 in green and End of the year in purple.

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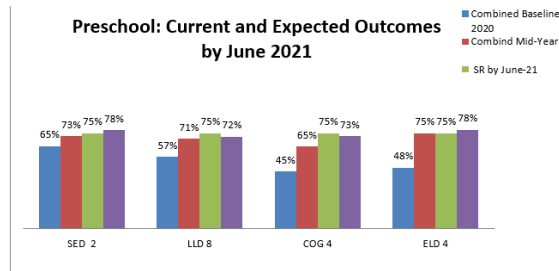
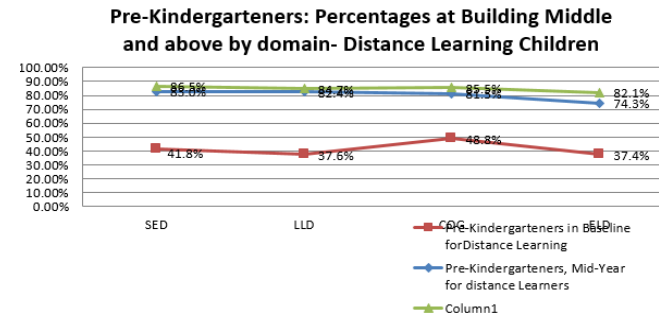
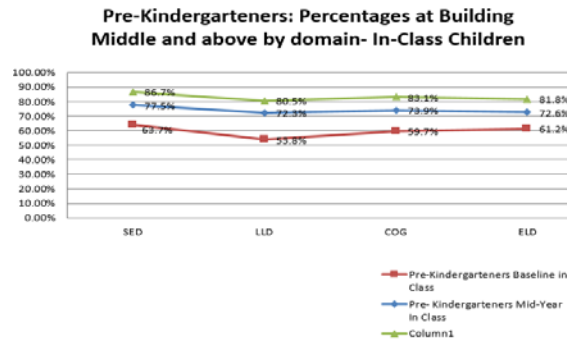
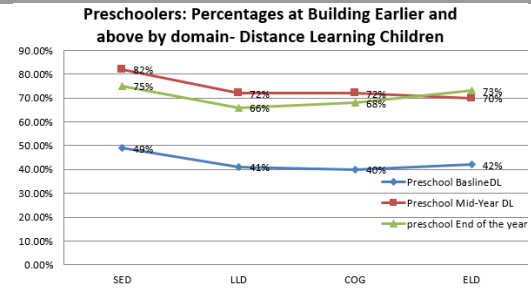
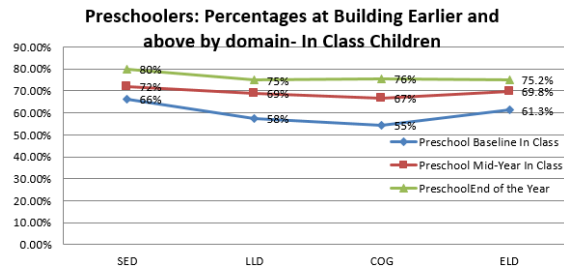


Figure 5 above represents the baseline percentages for preschool children that scored at or above Building Earlier for School Readiness goals measures at Baseline in blue, at Mid-Year in red, and expected percentages by June 2021 in green.

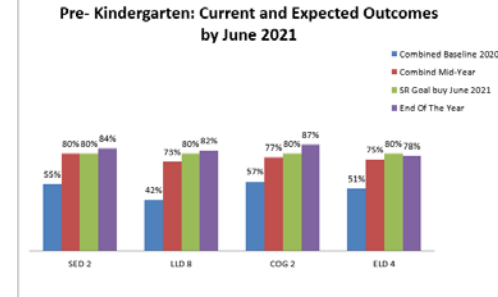


Figure 6 above represents the baseline percentages for pre-kindergarten children scored at or above Building Middle for School Readiness goals measures, at Baseline in blue, Mid-Year in red, and expected percentage by June 2021 in green.

Next Steps

- Magda will e-mail everyone the link for Teaching Pyramid.
- Magda will make corrections to Child Outcomes report and e-mail it to committee.

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Meeting Evaluation	<u>Plus</u> <ul style="list-style-type: none">• Thankful for the committee's time and dedication.• Presentations shared, great information.	<u>Deltas</u> <ul style="list-style-type: none">• N/A
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