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## Agenda

<b>Group/Meeting Name: CSB Policy Council Meeting</b>	
<b>Date:</b> May 17, 2023	<b>Time:</b> 6:00 PM – 8:00 PM
<b>Meeting Location:</b> 500 Ellinwood Way, Pleasant Hill, CA	
<b>Purpose:</b> Conduct Regular Monthly Meeting	

The Community Services Bureau of Contra Costa County will provide reasonable accommodations for persons with disabilities planning to participate in Policy Council meetings or subcommittee meetings. Please contact Ana Araujo at least 48 hours before the meeting at (925) 864-0837 or at [aaarajuo@ehsd.cccounty.us](mailto:aaarajuo@ehsd.cccounty.us) or you may contact the Federal Information Relay Service at 1-800-877-8339 for Teletypewriter communication assistance.

### Desired Outcome: By the end of this meeting, we will have:

Agreement on desired outcomes and ground rules so that our meeting is productive.
A wellness activity to open communication and enhance overall wellbeing.
An awareness of CSB correspondence so that we are all informed of current notifications.
An opportunity for the public to address the CSB Policy Council and share thoughts and ideas that may impact their work and the needs of the community.
Parent Recognition of Staff Excellence Award presentation to validate employee dedication and uniqueness while working with children and families.
A Review, discuss and approve the revised CSB Admissions Priorities / Selection Criteria for the 2023-2024 program year.
An approval of April 19, 2023 Policy Council Minutes.
Administrative Reports: An understanding of the monthly updates and approvals to ensure ongoing communication and necessary actions take place for seamless program operation.
An understanding of subcommittee updates so that representatives are informed of subcommittee discussions and outcomes.
An understanding of the 2 <sup>nd</sup> DRDP Child Outcomes Baseline Assessment report and School Readiness Goals for the 2022-2023 program so that Policy Council members are aware of agency-wide baseline data of children’s assessments.
An Understand program Purchase Procedures for Centers and classroom projects, so families are informed.
An understanding of Site Reports so that we may celebrate our co-parenting and partnership-building efforts.
Provided feedback on the CSB Menu to ensure diversified and kid-friendly items are included in future menu development.
Heard announcements so that we may be informed of Bureau news and/or available community resources.
A Meeting Evaluation so that we may review our strengths and make any improvements as needed.

### Agenda

What (Content)	How (Process)	Who	Time (Minutes)
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Review Desired Outcomes	Present Clarify Check for understanding	Juan Batiz	2
Meeting Ground Rules	Present Clarify Check for understanding	Tuliisa Miller	2
<b>Wellness Activity</b>	Present Clarify	Jasmine Cisneros	5
Correspondence	Present Clarify	Karen Medrano	2
Public Comment	Present	Public	2
Parent Recognition of Staff Excellence Award Recognition	Present Clarify	Jasmine Cisneros	7
<b>Action:</b> <ul style="list-style-type: none"> <li>Consider approval of the Revised 2023-2024 Admissions Priorities / Selection Criteria</li> </ul>	Present Clarify Check for understanding Check for Agreement	Tracy Lewis	15 Minutes (Reserve 3 minutes for roll call)
<b>Action:</b> <ul style="list-style-type: none"> <li>Consider approval of April 19, 2023 Policy Council Minutes</li> </ul>	Present Clarify Check for understanding Check for Agreement	Karen Medrano	5 Minutes (Reserve 3 minutes for roll call)
<b>Administrative Reports:</b> <ul style="list-style-type: none"> <li>Executive Director Report</li> </ul>	Present Clarify Check for understanding	Marla Stuart	10
<b>Administrative Reports:</b> <ul style="list-style-type: none"> <li>CSB Director</li> </ul>	Present Clarify Check for understanding	Nic Bryant	5
<b>Administrative Reports:</b> <ul style="list-style-type: none"> <li>Division Manager</li> </ul>	Present Clarify Check for understanding	Amy Wells	5
<b>Administrative Reports:</b> <ul style="list-style-type: none"> <li>Fiscal</li> </ul>	Present Clarify Check for understanding	Ali Vahidizadeh	5
<b>Report:</b> <ul style="list-style-type: none"> <li>Subcommittee Updates</li> </ul>	Present Clarify Check for understanding	Subcommittee Leads	3
<b>Report:</b> <ul style="list-style-type: none"> <li>2<sup>nd</sup> DRDP &amp; School Readiness Goals Updates</li> </ul>	Present Clarify Check for Understanding	Amy Wells	15
<b>Presentation:</b> <ul style="list-style-type: none"> <li>Purchase Procedures for Centers and classrooms project</li> </ul>	Present Clarify Check for Understanding	Jessie Black	10
<b>Report:</b> <ul style="list-style-type: none"> <li>Site Reports</li> </ul>	Present Clarify Check for Understanding	Site Representatives	6

<b>Feedback:</b> • Menu Review	Present Clarify Check for Understanding	Michelle Mankewich	15
Announcements	Present Clarify Check for understanding	Ana Araujo	4
Meeting Evaluation	Plus/Delta	Volunteer	2

**PUBLIC ACCESS AND PUBLIC COMMENT INSTRUCTIONS:**

The public may attend this meeting in person at the above location. The public also may attend this meeting remotely via Zoom or call-in. Login information and call-in information is provided below.

- HOW TO JOIN THE MEETING VIA ZOOM:  
Zoom Meeting ID: 870 4513 5129
- HOW TO JOIN THE MEETING VIA CALL-IN:  
Conference Call: USA 8882780254 (US Toll Free) Conference Code: 379008

**HOW TO PROVIDE PUBLIC COMMENT:**

Persons who wish to address the CSB Policy Council during public comment on matters within the jurisdiction of the CSB Policy Council that are not on the agenda, or who wish to comment with respect to an item on the agenda, may comment in person, via Zoom, or via call-in. Those participating in person should come to the podium when called upon. Those participating via Zoom should indicate they wish to speak by using the “raise your hand” feature in the Zoom app. Those calling in should indicate they wish to speak by pushing \*9 on their phone.

All public comments will be limited to 2 minutes per speaker.

For assistance with remote access contact: (925) 864-0837

Public comments may also be submitted before the meeting by email at [aaaraujo@ehsd.cccounty.us](mailto:aaaraujo@ehsd.cccounty.us) or by voicemail at (925) 864-0837. Comments submitted by email or voicemail will be included in the record of the meeting but will not be read or played aloud during the meeting



**CSB Director's Report for Policy Council – May 2023**

- We have requested an extension on our Quality Improvement Plan and the Office of Head Start granted it. We now have until July 14 to finalize the work on our systems.
- Last month, the request to provide childcare during the Policy Council was mentioned and staff are working on developing a charter in response to this request as it has many layers to consider. This charter will need your participation and feedback to be successful. We will update you on progress in these meetings as we work towards a solution.
- This brings me to my next point: when questions or issues are brought up in the meeting that are not part of the agenda, we will capture them in our next steps. Some larger issues might be placed on the next month's agenda, but smaller ones will be addressed in writing in a document that we will attached to your minutes as an addendum. Your ideas and questions are important and we want to honor them.

## **Enrollment and Attendance Report to Policy Council April 2023**

### Enrollment:

- **HS – 64.84%**
- **EHS & EHS-CCP2 – 67.23%**

### Attendance:

- **HS – 76.97%**
- **EHS & EHS-CCP2 – 82.12%**

Low enrollment due to class size restrictions and the staffing shortage. Low attendance due to illness (Cough, Cold and Runny Nose)

## ***Informe de Inscripción y Asistencia al Consejo de Políticas Abril 2023***

### *Inscripción:*

### Inscripción:

- **HS – 64.84%**
- **EHS & EHS-CCP2 – 67.23%**

### Asistencia:

- **HS – 76.97%**
- **EHS & EHS-CCP2 – 82.12%**
- 

Baja inscripción debido a las restricciones de tamaño de las clases y la escasez de personal. Baja asistencia por enfermedad (Resfriados, tos, congestión nasal)

### Tool Completion Rates for Center Monitoring: April 2023

Daily Facility Checklist	Daily Health & Safety Classroom Checklist	Daily Teacher Playground Safety Checklist	Monthly Playground Safety Checklist
99.1%	99.2%	99.0%	91.0%

### Compliance Rate:

CSB Child & Safety Transition	On-Site Content Area Compliance Checklist
96.25%	93.19%

### New Update:

Content Area Managers revised and completed file reviews for one site (100%). Per feedback, tool will be condensed even further for next Program Year.

### Trends across Tools:

- 100% of CSB Child & Safety Transition corrections have been treated by Sites.
- Top non-compliances are:
  - o Safe Environments are evident: clean, no hazards, uncluttered walls (from postings) and uncluttered tops of shelves.
  - o Environments are free of rust; same non-compliances are reported until the correction is complete
  - o Related to Parent Boards to ensure classrooms displays current correspondence from Office of Head Start, minutes from previous Parent Meetings, current resources for parent engagement and employment opportunities and materials are translated as needed.

<b>Head Start</b>		
<b>A.12</b> Cumulative Enrollment	<b>758</b>	
<b>C.7</b> Number of all children who are up-to-date (through the end of the program year) on a schedule of age-appropriate preventive and primary health care, according to the relevant state's EPSDT schedule for well child care.	393	51.85%
<b>C.8a</b> Of these, the number who have received or are receiving medical treatment.	148	19.53%
<b>C.19</b> Number of all children, including those enrolled in Medicaid or CHIP, who have completed a professional dental examination during the program year.	571	75.33%
<b>C19.a.1</b> Of these, the number of children who have received or are receiving dental treatment.	80	10.55%
<b>C.1.a</b> Number enrolled in Medicaid and /or CHIP	644	84.96%
<b>C1</b> Number of all children with health insurance	756	99.74%
<b>C.24</b> Number of children enrolled in the program who had an Individualized Education Program (IEP), at any time during the enrollment year, indicating they were determined eligible by the LEA to receive special education and related services	129	17.02%
<b>C.28</b> Number of all newly enrolled children who completed required screenings within 45 days for developmental, sensory and behavioral concerns since last year's PIR was reported.	251	33.11%
<b>C.45</b> Number of families that received at least one program services to promote family outcomes.	580	
<b>Early Head Start</b>		
<b>A.10g</b> Cumulative Enrollment of Children	<b>477</b>	
<b>C.7</b> Number of all children who are up-to-date on a schedule of age-appropriate preventive and primary health care, according to the relevant state's EPSDT schedule for well child care.	138	28.93%
<b>C.8a</b> Of these, the number who have received or are receiving medical treatment.	67	14.05%
<b>C.1.a</b> Number enrolled in Medicaid and /or CHIP	431	90.36%
<b>C1</b> Number of all children with health insurance	473	99.16%
<b>C.25</b> Number of children enrolled in the program who had an Individualized Family Service Plan (IFSP), at any time during the enrollment year, indicating they were determined eligible by the Part C Agency to receive early intervention services the Individuals with Disabilities Education Act (IDEA)	13	2.73%
<b>C.28</b> Number of all newly enrolled children who completed required screenings within 45 days for developmental, sensory and behavioral concerns since last year's PIR was reported.	113	23.69%
<b>C.45</b> Number of families that received at least one program services to promote family outcomes.	194	



**CONTRA COSTA COUNTY - COMMUNITY SERVICES BUREAU**

**2023 HEAD START PROGRAM**

**BUDGET PERIOD JANUARY - DECEMBER 2023**

**AS OF MARCH 2023**

1	2	3	4	5
DESCRIPTION	Total Budget	Remaining Budget	Total YTD Actual	Should be 25% %YTD
a. PERSONNEL	\$ 4,780,099	\$ 3,754,351	\$ 1,025,748	21%
b. FRINGE BENEFITS	2,957,678	2,358,364	599,314	20%
c. TRAVEL	76,765	76,765	-	0%
d. EQUIPMENT	100,000	100,000	-	-
e. SUPPLIES	1,179,933	1,113,662	66,271	6%
f. CONTRACTUAL	4,565,561	4,544,520	21,041	0%
g. CONSTRUCTION	500,000	500,000	-	0%
h. OTHER	5,575,808	5,420,021	155,787	3%
<b>I. TOTAL DIRECT CHARGES</b>	<b>\$ 19,735,844</b>	<b>\$ 17,867,683</b>	<b>\$ 1,868,161</b>	<b>9%</b>
j. INDIRECT COSTS	917,779	917,779	-	0%
<b>k. TOTAL-ALL BUDGET CATEGORIES</b>	<b>\$ 20,653,623</b>	<b>\$ 18,785,462</b>	<b>\$ 1,868,161</b>	<b>9%</b>
<i>In-Kind (Non-Federal Share)</i>	\$ 4,029,141	\$ 3,562,101	\$ 467,040	12%

**CONTRA COSTA COUNTY - COMMUNITY SERVICES BUREAU**

**2023 HEAD START PROGRAM**

**BUDGET PERIOD JANUARY - DECEMBER 2023**

**AS OF MARCH 2023**

1	2	3	4	5	6
	Total Budget	Remaining Budget	Total YTD Actual	Should be 25% % YTD	Actual Mar-23
<b>a. Salaries &amp; Wages (Object Class 6a)</b>					
Permanent 1011	4,549,494	3,567,912	981,582	22%	381,140
Temporary 1013	230,605	186,439	44,166	19%	19,212
<b>a. PERSONNEL (Object class 6a)</b>	<b>4,780,099</b>	<b>3,754,351</b>	<b>1,025,748</b>	<b>21%</b>	<b>400,352</b>
<b>b. FRINGE BENEFITS (Object Class 6b)</b>					
Fringe Benefits	2,957,678	2,358,364	599,314	20%	240,199
<b>b. FRINGE (Object Class 6b)</b>	<b>2,957,678</b>	<b>2,358,364</b>	<b>599,314</b>	<b>20%</b>	<b>240,199</b>
<b>c. Travel (Object Class 6c)</b>					
HS Staff	76,765	76,765	-	0%	-
<b>c. TRAVEL (Object Class 6c)</b>	<b>76,765</b>	<b>76,765</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>d. EQUIPMENT (Object Class 6d)</b>	<b>100,000</b>	<b>100,000</b>	<b>-</b>		<b>-</b>
<b>e. SUPPLIES (Object Class 6e)</b>					
1. Office Supplies	83,433	76,519	6,914	8%	2,243
2. Child and Family Services Supplies (Includesclass	245,000	240,762	4,238	2%	4,034
4. Other Supplies					
Health and Safety Supplies	1,000	1,000	-		-
Computer Supplies, Software Upgrades, Compute	800,000	744,925	55,075	7%	54,450
Health/Safety Supplies	5,000	5,000	-	0%	-
Mental helath/Diasabilities Supplies	1,500	1,500	-	0%	-
Employee Morale	36,500	36,457	43	0%	43
Household Supplies	7,500	7,500	-		-
<b>TOTAL SUPPLIES (6e)</b>	<b>1,179,933</b>	<b>1,113,662</b>	<b>66,271</b>	<b>6%</b>	<b>60,771</b>
<b>f. CONTRACTUAL (Object Class 6f)</b>					
1. Adm Svcs (e.g., Legal, Accounting, Temporary Co	103,000	103,000	-	0%	-
2. Health/Disabilities Services	-	-	-		-
Health Consultant	64,500	50,781	13,719	21%	2,560
5. Training & Technical Assistance - PA11	-	-	-		-
Leadership Trainings/Seminars/Worshops	52,185	50,685	1,500	3%	1,500
Demographic/Data Research	37,000	34,363	2,638	7%	2,638
Practice Based Coaching/Classroom Observatic	35,000	33,688	1,313	4%	698
Family Development Credential/Reflective Prac	15,000	15,000	-	0%	-
Reflective Supervision	55,000	55,000	-	0%	-
7. Delegate Agency Costs					
YMCA Delegate Agency PA22	2,413,936	2,413,936	-	0%	-
YMCA Delegate Agency PA20	8,000	8,000	-	0%	-
8. Other Contracts					
New Partnership	129,137	129,137	-	0%	-
KinderCare	42,976	41,104	1,872	4%	1,872
Tiny Toes	88,928	88,928	-	0%	-
YMCA-West	724,391	724,391	-	0%	-
YMCA-East	796,508	796,508	-	0%	-
<b>f. CONTRACTUAL (Object Class 6f)</b>	<b>4,565,561</b>	<b>4,544,520</b>	<b>21,041</b>	<b>0%</b>	<b>9,267</b>
<b>g. CONSTRUCTION (Object Class 6g)</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>
<b>h. OTHER (Object Class 6h)</b>					
2. Bldg Occupancy Costs/Rents & Leases	350,000	306,918	43,082	12%	24,998
(Rents & Leases/Other Income)	-	1,328	(1,328)		-
4. Utilities, Telephone	141,000	129,275	11,725	8%	9,164
5. Building and Child Liability Insurance	5,000	377	4,623	92%	4,623
6. Bldg. Maintenance/Repair and Other Occupancy	1,637,000	1,621,014	15,986	1%	10,944
8. Local Travel (55.5 cents per mile effective 1/1/20	20,000	19,656	344	2%	197
9. Nutrition Services					
Child Nutrition Costs	380,000	338,191	41,809	11%	41,809
(CCFP & USDA Reimbursements)	(60,000)	(60,000)	-	0%	-
13. Parent Services					
Parent Conference Registration - PA11	1,060	1,060	-	0%	-
PC Orientation, Trainings, Materials & Translatio	1,000	1,000	-	0%	-
Policy Council Activities	1,000	1,000	-	0%	-
Child Care/Mileage Reimbursement	5,000	5,000	-	0%	-
14. Accounting & Legal Services					
Auditor Controllers	3,000	2,003	997	33%	-
Data Processing/Other Services & Supplies	23,000	14,938	8,062	35%	1,559
15. Publications/Advertising/Printing					
Outreach/Printing	1,000	1,000	-	0%	-
Recruitment Advertising (Newspaper, Brochures)	135,877	135,877	-	0%	-
16. Training or Staff Development					
Agency Memberships (WIPFLI, Meeting Fees, N	19,000	19,000	-	0%	-
Staff Trainings/Dev. Conf. Registrations/Member	402,998	401,672	1,326	0%	1,326
Family, Community and Parent Involvement	32,834	32,834	-	0%	-
17. Other					
Site Security Guards	40,000	37,798	2,202	6%	2,202
Dental/Medical Services	1,000	1,000	-	0%	-
Vehicle Operating/Maintenance & Repair	130,000	102,478	27,522	21%	8,973
Equipment Maintenance Repair & Rental	308,000	306,056	1,944	1%	1,944
Dept. of Health and Human Services-data Base (C	10,000	7,443	2,557	26%	1,427
Other Operating Expenses (Facs Admin/Other adi	250,000	255,066	(5,066)	-2%	(5,066)
Other Departmental Expenses	1,060,287	1,060,287	-	0%	-
<b>h. OTHER (6h)</b>	<b>5,575,808</b>	<b>5,420,021</b>	<b>155,787</b>	<b>3%</b>	<b>104,102</b>
<b>i. TOTAL DIRECT CHARGES (6a-6h)</b>	<b>19,735,844</b>	<b>17,867,683</b>	<b>1,868,161</b>	<b>9%</b>	<b>814,691</b>
<b>j. INDIRECT COSTS</b>	<b>917,779</b>	<b>917,779</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>k. TOTALS (ALL BUDGET CATEGORIES)</b>	<b>20,653,623</b>	<b>18,785,462</b>	<b>1,868,161</b>	<b>9%</b>	<b>814,691</b>
<i>Non-Federal Share (In-kind)</i>	<i>4,029,141</i>	<i>3,562,101</i>	<i>467,040</i>	<i>12%</i>	<i>203,673</i>

**CONTRA COSTA COUNTY - COMMUNITY SERVICES BUREAU**

**2023 EARLY HEAD START PROGRAM**

**BUDGET PERIOD JANUARY - DECEMBER 2023**

**AS OF MARCH 2023**

1	2	3	4	5
DESCRIPTION	Total Budget	Remaining Budget	Total YTD Actual	Should be 25% % YTD
a. PERSONNEL	2,802,510	2,461,894	340,616	12%
b. FRINGE BENEFITS	1,399,097	1,273,304	125,793	9%
c. TRAVEL	22,185	22,185	-	0%
d. EQUIPMENT	70,000	70,000	-	
e. SUPPLIES	483,500	460,561	22,939	5%
f. CONTRACTUAL	3,512,113	3,442,465	69,648	2%
g. CONSTRUCTION	-	-	-	0%
h. OTHER	4,600,305	4,552,644	47,661	1%
<b>I. TOTAL DIRECT CHARGES</b>	<b>12,889,710</b>	<b>12,283,053</b>	<b>606,657</b>	<b>4%</b>
j. INDIRECT COSTS	538,082	538,082	-	0%
<b>k. TOTAL-ALL BUDGET CATEGORIES</b>	<b>13,427,792</b>	<b>12,821,135</b>	<b>606,657</b>	<b>5%</b>
<i>In-Kind (Non-Federal Share)</i>	3,356,948	3,205,284	151,664	5%

CONTRA COSTA COUNTY - COMMUNITY SERVICES BUREAU

2023 EARLY HEAD START PROGRAM

BUDGET PERIOD JANUARY - DECEMBER 2023

AS OF MARCH 2023

1	2	3	4	5	6
	Total Budget	Remaining Budget	Total YTD Actual	Should be 25% % YTD	Actual Mar-23
<b>a. Salaries &amp; Wages (Object Class 6a)</b>					
Permanent 1011	2,221,061	1,881,145	339,916	15%	95,160
Temporary 1013	581,449	580,749	700	0%	224
<b>a. PERSONNEL (Object class 6a)</b>	<b>2,802,510</b>	<b>2,461,894</b>	<b>340,616</b>	<b>12%</b>	<b>95,384</b>
<b>b. FRINGE BENEFITS (Object Class 6b)</b>					
Fringe Benefits	1,399,097	1,273,304	125,793	9%	56,061
<b>b. FRINGE (Object Class 6b)</b>	<b>1,399,097</b>	<b>1,273,304</b>	<b>125,793</b>	<b>9%</b>	<b>56,061</b>
<b>c. Travel (Object Class 6c)</b>					
<b>HS Staff</b>	<b>22,185</b>	<b>22,185</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>c. TRAVEL (Object Class 6c)</b>	<b>22,185</b>	<b>22,185</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>d. EQUIPMENT (Object Class 6d)</b>	<b>70,000</b>	<b>70,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>e. SUPPLIES (Object Class 6e)</b>					
1. Office Supplies	45,000	37,986	7,014	16%	255
2. Child and Family Services Supplies (Includesclassroom Supplies)	125,000	109,432	15,568	12%	8,077
4. Other Supplies	-	-	-	-	-
Computer Supplies, Software Upgrades, Computer Replacement	290,000	290,000	-	0%	-
Health/Safety Supplies	5,000	5,000	-	0%	-
Household Supplies	11,000	10,643	357	3%	357
Employee Health and Welfare costs (formerly Employee morale)	7,500	7,500	-	0%	-
<b>TOTAL SUPPLIES (6e)</b>	<b>483,500</b>	<b>460,561</b>	<b>22,939</b>	<b>5%</b>	<b>8,690</b>
<b>f. CONTRACTUAL (Object Class 6f)</b>					
1. Adm Svcs (e.g., Legal, Accounting, Temporary Contracts)	62,000	62,000	-	0%	-
2. Health/Disabilities Services	-	-	-	-	-
Health Consultant	23,050	19,850	3,200	14%	640
5. Training & Technical Assistance - PA11	-	-	-	-	-
Leadership Trainings/Seminars/Worshops	55,000	54,902	98	0%	-
Demogtaphic/Data Research	50,000	48,328	1,673	3%	1,673
Practice Based Coaching/Classroom Observation	40,000	38,338	1,663	4%	1,663
Family Development Credential/Reflective Practice	40,000	39,385	615	2%	-
Reflective Supervision	75,000	-	-	0%	-
8. Other Contracts	-	-	-	-	-
New Partnership	485,053	485,053	-	0%	-
Aspiranet	970,958	970,958	-	0%	-
Crossroads	198,704	169,584	29,120	15%	14,560
KinderCare	306,349	273,069	33,280	11%	33,280
Tiny Toes	51,058	51,058	-	0%	-
YMCA (West)	411,264	411,264	-	0%	-
YMCA (East)	643,677	643,677	-	0%	-
<b>f. CONTRACTUAL (Object Class 6f)</b>	<b>3,512,113</b>	<b>3,442,465</b>	<b>69,648</b>	<b>2%</b>	<b>51,815</b>
<b>g. CONSTRUCTION (6g)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>h. OTHER (Object Class 6h)</b>					
2. Bldg Occupancy Costs/Rents & Leases	40,000	35,961	4,039	10%	1,697
4. Utilities, Telephone	12,000	11,516	484	4%	460
6. Bldg. Maintenance/Repair and Other Occupancy	1,062,000	1,020,253	41,747	4%	33,405
8. Local Travel (55.5 cents per mile effective 1/1/2012)	8,000	8,000	-	0%	-
9. Nutrition Services	-	-	-	-	-
Child Nutrition Costs	5,000	5,000	-	0%	-
(CCFP & USDA Reimbursements)	-	222	(222)	-	(222)
13. Parent Services	-	-	-	-	-
Parent Conference Registration - PA11	3,000	3,000	-	0%	-
PC Orientation, Trainings, Materials & Translation - PA11	4,000	4,000	-	0%	-
Policy Council Activities	1,500	1,500	-	0%	-
Parent Activities (Sites, PC, BOS luncheon) & Appreciation	8,000	8,000	-	0%	-
Child Care/Mileage Reimbursement	3,000	3,000	-	0%	-
14. Accounting & Legal Services	-	-	-	-	-
Auditor Controllers	500	500	-	0%	-
Data Processing/Other Services & Supplies	10,000	9,119	881	9%	881
15. Publications/Advertising/Printing	-	-	-	-	-
Recruitment Advertising (Newspaper, Brochures)	150,123	150,123	-	0%	-
16. Training or Staff Development	-	-	-	-	-
Agency Memberships (WIPFLI, Meeting Fees, NHSA, NAEYC, etc)	18,000	17,925	75	0%	-
Staff Trainings/Dev. Conf. Registrations/Memberships - PA11	111,533	111,533	-	0%	-
17. Other	-	-	-	-	-
Site Security Guards	21,000	20,914	86	0%	86
Vehicle Operating/Maintenance & Repair	16,000	13,056	2,944	18%	859
Equipment Maintenance Repair & Rental	17,978	17,555	423	2%	423
Dept. of Health and Human Services-data Base (CORD)	1,000	1,000	-	0%	-
Other Operating Expenses (Facs Admin/Other admin)	80,000	82,816	(2,816)	-4%	(2,816)
Comprehensive Services with State Child Development Program	2,549,969	2,549,969	-	0%	-
<b>h. OTHER (6h)</b>	<b>4,600,305</b>	<b>4,552,644</b>	<b>47,661</b>	<b>1%</b>	<b>34,794</b>
<b>i. TOTAL DIRECT CHARGES (6a-6h)</b>	<b>12,889,710</b>	<b>12,283,053</b>	<b>606,657</b>	<b>5%</b>	<b>246,743</b>
<b>j. INDIRECT COSTS</b>	<b>538,082</b>	<b>538,082</b>	<b>-</b>	<b>0%</b>	<b>-</b>
<b>k. TOTALS (ALL BUDGET CATEGORIES)</b>	<b>13,427,792</b>	<b>12,821,135</b>	<b>606,657</b>	<b>5%</b>	<b>246,743</b>
<i>Non-Federal Share (In-kind)</i>	<i>3,356,948</i>	<i>3,205,284</i>	<i>151,664</i>	<i>5%</i>	<i>61,686</i>

**COMMUNITY SERVICES BUREAU  
SUMMARY CREDIT CARD EXPENDITURE  
March 2023**

<b>Stat. Date</b>	<b>Amount</b>	<b>Program</b>	<b>Purpose/Description</b>
03/22/23	\$208.78	Head Start T & TA	Other Travel Employees
	\$208.78		
03/21/23	\$700.00	Comm. Svc Block Grant	Other Special Dpmtal Exp
02/28/23	\$1,659.85	Comm. Svc Block Grant	Other Special Dpmtal Exp

EHSD/CSB

CHILD NUTRITION FOOD SERVICES

CHILD and ADULT CARE FOOD PROGRAM MEALS SERVED - FY 2022-23

March 2023

**12** Approved Sites



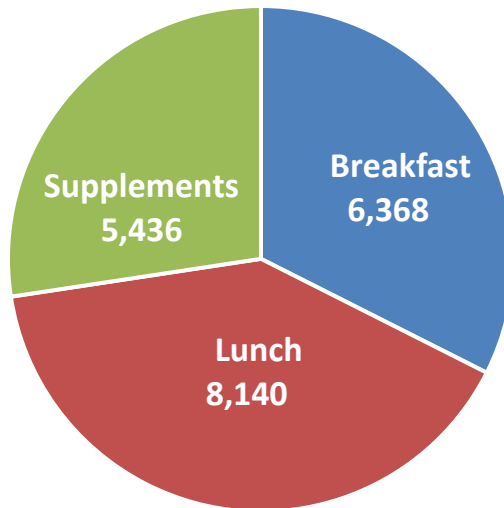
**23** Days Meals



**354** Daily Participation



**19,944 Meals Served**



**Claim Reimbursement**

**Total: \$ 58,599**

# May 2023 – COMMUNITY SERVICES BUREAU PRESCHOOL MENU

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<p><b>1</b></p> <p><b>BREAKFAST</b></p> <p>1 ea. PEACH CUP ½ c. RICE CHEX CEREAL</p> <p><b>LUNCH</b></p> <p>1 ea. <b>BEAN BURRITO</b> ½ oz. SHREDDED CHEESE ¼ c. JJCAMA 1 ea. FRESH APPLE</p> <p><b>PM SNACK</b></p> <p>2 pkgs. WHOLE WHEAT CRACKERS ½ c. 1% LOW-FAT MILK</p>	<p><b>2</b></p> <p><b>BREAKFAST</b></p> <p>1 ea. Fresh Banana ½ ea. + Wheat Bagel/Cream Cheese</p> <p><b>LUNCH</b></p> <p>½ ea. <b>OVEN TOASTED TURKEY HAM &amp; CHEESE</b> ¼ c. FRESH BROCCOLI FLORETS/RANCH DRESSING ¼ c. FRESH KIWI</p> <p><b>PM SNACK</b></p> <p>½ c. FRESH BLUEBERRIES ¼ c. Plain Yogurt</p>	<p><b>3</b></p> <p><b>BREAKFAST</b></p> <p>½ c. APPLESAUCE 1 sl. RAISIN BREAD</p> <p><b>LUNCH</b></p> <p>½ c. <b>RANCH STYLE CHICKEN SALAD</b> ¼ c. RAINBOW CABBAGE SLAW ½ EA FRESH PEAR ½ ea. WHOLE WHEAT PITA BREAD</p> <p><b>PM SNACK Ants On A Log</b></p> <p>½ c. Celery Sticks 1 tbsps. Sunbutter/Kix Cereal(Ants)</p>	<p><b>4</b></p> <p><b>BREAKFAST</b></p> <p>¼ c. + Cinnamon Oatmeal ½ c. Fresh Blackberries</p> <p><b>LUNCH</b></p> <p>¼ c. <b>VEGGIE LASAGNA (home made marinara, yellow squash, eggplant, onion, mozzarella)</b> ½ c. Spinach Salad/Ranch Dressing 1 ea. Fresh Tangerine Satsuma ½ ea. + Wheat Dinner Roll</p> <p><b>PM SNACK</b></p> <p>1 pkg. + Goldfish Pretzel Crackers 1 ea. Fresh Kiwi</p>	<p><b>5</b></p> <p><b>BREAKFAST</b></p> <p>1 Fresh BANANA ¾ c. + Kix Cereal</p> <p><b>LUNCH</b></p> <p>½ c. <b>TUNA SALAD</b> ¼ c. Carrot Sticks ½ ea. APPLE ½ ea. + Wheat Pita Bread</p> <p><b>PM SNACK</b></p> <p>1 pkg. + Cheese Crackers ½ c. 1% Milk</p>
<p><b>8</b></p> <p><b>BREAKFAST</b></p> <p>½ c. Pineapple Chunks ½ c. + Cheerios</p> <p><b>LUNCH</b></p> <p>½ c. <b>EGG SALAD</b> ¼ c. BABY CARROTS ¼ c. FRESH STRAWBERRIES 1 sl. WHOLE WHEAT BREAD</p> <p><b>PM SNACK</b></p> <p>2 pkgs. + Wheatworth Crackers 4 Cheese cubes</p>	<p><b>9</b></p> <p><b>BREAKFAST</b></p> <p>1/2c. Fresh Blueberries 1 ea. Applesauce Pancake</p> <p><b>LUNCH</b></p> <p><b>SUBMARINE SANDWICH</b> 1 oz. TURKEY ½ oz. SWISS CHEESE ½ c. TOMATO SLICES ½ c. SHREDDED LETTUCE 1/2 ea. FRESH APPLE ½ ea. HOT DOG BUN</p> <p><b>PM SNACK</b></p> <p>1 pkg. + Graham Crackers ½ c. 1% Milk</p>	<p><b>10</b></p> <p><b>BREAKFAST</b></p> <p>1 ea. Fresh Kiwi ¾ c. + Kix Cereal</p> <p><b>LUNCH</b></p> <p>1 ½ OZ. <b>CHICKEN ADOBO (chicken, soy sauce, vinegar)</b> ¼ c. Roasted Broccoli 1 ea. Tangerine ¼ c. BROWN RICE</p> <p><b>PM SNACK – (pm only)</b></p> <p>1 pkg. + Scooby Doo Graham Crackers ½ c. 1% Milk</p>	<p><b>11</b></p> <p><b>BREAKFAST</b></p> <p>1 ea. Fresh Orange ½ ea. + English Muffin/Cream Cheese with Mango</p> <p><b>LUNCH</b></p> <p>1 c. <b>*BROCCOLI &amp; CHEDDAR SOUP (broccoli, cheddar, light cream, salt, pepper)</b> ¼ c. Fresh Blackberries 1 ea +wheat dinner roll</p> <p><b>PM SNACK - Fruit Sunbutter Pita</b></p> <p>1 tbsps. Sunbutter ½ ea. Fresh Banana ½ ea. + Wheat Pita Bread</p>	<p><b>12</b></p> <p><b>BREAKFAST</b></p> <p>1 ea. Egg bake with cheese 1/2c. Fresh Strawberries</p> <p><b>LUNCH</b></p> <p>½ c. * + <b>TURKEY SPAGHETTI (ground turkey, tomato paste, onions with WW spaghetti)</b> ¼ cup carrot sticks ½ ea. Fresh Pear</p> <p><b>PM SNACK</b></p> <p>1 pkg. + Bug Bite Crackers ½ c. 1% Milk</p>
<p><b>15</b></p> <p><b>BREAKFAST</b></p> <p>1 ea. Fresh Orange ½ c. + Bran Cereal</p> <p><b>LUNCH</b></p> <p>1 ea. <b>BAJA BEAN WRAP</b> ¼ c. Fresh Jicama Sticks 1 ea. Tropical fruit cup 1 ea. + Wheat Tortilla</p> <p><b>PM SNACK</b></p> <p>1 ea. Hard Boiled Egg 1 ea. Fresh Kiwi</p>	<p><b>16</b></p> <p><b>BREAKFAST</b></p> <p>1 ea. Fresh Banana ½ c. + Cornflakes</p> <p><b>LUNCH</b></p> <p><b>BUILD YOUR OWN TACO SALAD</b> 1 ½ ozs. Ground Turkey ½ oz. Shredded Cheese ¼ c. Shredded Lettuce ½ c. Diced Tomatoes ½ ea. Fresh Satsuma Orange 5 ea. + Whole Corn Tortilla Chips</p> <p><b>PM SNACK</b></p> <p>1 ea. Fresh Pear 1 tbsps. Sunbutter</p>	<p><b>17</b></p> <p><b>BREAKFAST</b></p> <p>1 ea. Fresh Smitten Apple ½ sl. + Wheat Cinnamon Toast</p> <p><b>LUNCH</b></p> <p>1 ea. <b>BBQ CHICKEN LEG</b> ¼ c. Mixed Vegetables ½ ea. Fresh Red Pear ¾ c. + Wheat Pasta Salad (celery, red onion, eggless mayo, apple cider vinegar, salt, pepper)</p> <p><b>PM SNACK</b></p> <p>½ c. + Friends Trail Mix (kix, cheerios, corn chex, raisins, pretzels, &amp; dried apricots) ½ c. 1% Milk</p>	<p><b>18</b></p> <p><b>BREAKFAST</b></p> <p>1 ea. Fresh Orange ¾ c. + Rice Chex Cereal</p> <p><b>LUNCH</b></p> <p>½ c. <b>MAC &amp; CHEESE with TURKEY HAM</b> ¼ c. Green Beans 1 ea. Fruit Mix cup</p> <p><b>PM SNACK</b></p> <p>½ c. applesauce 1 pkg +Graham crackers</p>	<p><b>19</b></p> <p><b>BREAKFAST</b></p> <p>½ c. Mango Chunks 1 sq. + A – Z Bread</p> <p><b>LUNCH</b></p> <p>½ ea. <b>SUNBUTTER &amp; JELLY SANDWICH</b> 1 ea. Cheese Stick ¼ c. Carrot Sticks ½ ea. Fresh Apple 1 sl. + Whole Wheat Bread</p> <p><b>PM SNACK</b></p> <p>½ c. Cottage Cheese ½ c. Pineapple Tidbits</p>
<p><b>22</b></p> <p><b>BREAKFAST</b></p> <p>1 ea. Fresh Apple ¾ c. + Corn Chex Cereal</p> <p><b>LUNCH</b></p> <p>1 ea. <b>CHEESE &amp; BEAN QUESADILLA</b> 2 tbsps. Light Sour Cream ¼ c. Pico De Gallo 1 ea. Fresh Kiwi 1 ea. + Wheat Tortilla</p> <p><b>PM SNACK</b></p> <p>1 pkg. + Animal Crackers ½ c. 1% Milk</p>	<p><b>23</b></p> <p><b>BREAKFAST</b></p> <p>1 ea. Fresh Orange ¼ c. + Cinnamon Oatmeal</p> <p><b>LUNCH</b></p> <p>½ c. * + <b>TURKEY SPAGHETTI (ground turkey, tomato paste, onions with WW spaghetti)</b> 1/4c. cucumber slices ¼ c. Fresh Strawberries</p> <p><b>PM SNACK-</b></p> <p>1 pkg. + Scooby Doo Graham Crackers 1/4c. Fresh strawberries</p>	<p><b>24</b></p> <p><b>BREAKFAST</b></p> <p>1 ea. Fresh Banana ¾ c. + Kix Cereal</p> <p><b>LUNCH</b></p> <p>½ c. <b>RED POZOLE SOUP (diced chicken, tomato paste, hominy)</b> ¼ c. Shredded Cabbage &amp; Cilantro ¼ c. Mango Chunks 5 ea. + Whole Corn Tortilla Chips</p> <p><b>PM SNACK (PM ONLY)</b></p> <p>½ c. Cucumber &amp; Carrot Sticks/Ranch Dressing ½ c. 1% Milk</p>	<p><b>25</b></p> <p><b>BREAKFAST</b></p> <p>1/2 c. Strawberries ½ sl. + Wheat Cinnamon Bread</p> <p><b>LUNCH</b></p> <p>1 ea. <b>LEAN BEEF BURGER</b> eggless mayo &amp; mustard dressing ¼ c. Green Leaf Lettuce ½ c. Tomato Slice ½ ea. Fresh Orange 1 ea. + Wheat Burger Bun</p> <p><b>PM SNACK</b></p> <p>1 ea. Fresh Pear 1 tbsps. Sunbutter</p>	<p><b>26</b></p> <p><b>BREAKFAST</b></p> <p>½ c. Applesauce 1 ea. Oven Baked Pancake Square</p> <p><b>LUNCH</b></p> <p>½ c. <b>TUNA SALAD</b> ¼ c. Carrot Sticks 1 ea. Fresh apple ½ ea. + Wheat Pita Bread</p> <p><b>PM SNACK</b></p> <p>1 pkg. + Cheese Crackers 1 ea. Fresh Kiwi</p>
<p><b>29</b></p> <p><b>memorial DAY</b></p>	<p><b>30</b></p> <p><b>BREAKFAST</b></p> <p>1 ea. Fresh Pear ½ c. + Cornflakes</p> <p><b>LUNCH</b></p> <p>½ ea. <b>SUNBUTTER &amp; JELLY SANDWICH</b> 1 ea. Cheese Stick ¼ c. Carrot Sticks ½ ea. Fresh Apple 1 sl. + Whole Wheat Bread</p> <p><b>PM SNACK</b></p> <p>½ c. Tropical Fruit Salad 1 pkg. + Graham Crackers</p>	<p><b>31</b></p> <p><b>BREAKFAST</b></p> <p>½ c. Fresh Blueberries ½ ea. + Wheat Bagel/Cream Cheese</p> <p><b>LUNCH</b></p> <p>¾ c. <b>CHICKEN CAESAR WRAP (chicken, caesar dressing, parmesan cheese, lettuce)</b> ¼ c. Steamed Cauliflower 1 ea. Fresh Tangerine 1 ea. + Wheat Tortilla</p> <p><b>PM SNACK</b></p> <p>½ c. Cottage Cheese ½ c. Pineapple Tidbits</p>	<p><b>ALL BREAKFAST &amp; LUNCH SERVED WITH PLAIN 1% MILK</b></p> <p>*Indicates vegetable included in main dish + Indicates Whole Grain Rich</p> <p><b>WATER IS OFFERED THROUGHOUT THE DAY</b></p>	



**CONTRA COSTA COUNTY**  
**CSB Admissions Priorities / Selection Criteria**  
**2023-2024 Program Year**



Head Start Performance Standard 1302.14 (a)(1) mandates that the program set criteria, based on our Community Assessment, that define the types of children and families who will be given priority for recruitment and selection. Kindergarten is available in all communities that we serve. Due to the community need for full-day, full-year services, and the mandate that the Head Start & Early Head Start Program collaborate for full-day services, CSB has adopted the following selection criteria presented in order of priority, which also meets the regulations of our partner, the California Department of Education and California Department of Social Services.

<b>INFANTS &amp; TODDLERS (Aged 0-3, including pregnant women)</b>	<b>PRE-SCHOOL (Aged 3-5)</b>
<p>Transfers for children <b>currently enrolled</b> in Early Head Start and California Childcare and Development programs will be accommodated before enrolling any new children. Siblings in a currently enrolled family may be given priority.</p> <ol style="list-style-type: none"> <li>1. Child Protective Services / Child At Risk referrals or in ♦Foster care</li> <li>2. Children from families from the lowest income according to the income ranking               <ol style="list-style-type: none"> <li>a. When 2 or more have the same ranking then infants/toddlers with disabilities (IEP or IFSP) take priority</li> <li>b. If there is no family of the same priority with a child with exceptional needs, the family of the same priority in which the primary home language is a language other than English shall be admitted first.</li> <li>c. If there is no family of the same priority in which the primary home language is a language other than English, the family of the same priority that has been on the waiting list for the longest time shall be admitted first.</li> </ol> </li> </ol>	<p>Requested transfers for children <b>currently enrolled</b> in Head Start and California State Preschool Programs (CSPP) will be accommodated before enrolling any new children. Siblings in a currently enrolled family may be given priority.</p> <ol style="list-style-type: none"> <li>1. 3 or 4 year olds with Child Protective Services / At Risk referrals or in ♦Foster Care</li> <li>2. 3 or 4 year olds with disabilities (after the set aside 10% has been filled) w/incomes below the eligibility guidelines</li> <li>3. 4 year olds <b>not</b> enrolled in Transitional Kindergarten (TK)               <ol style="list-style-type: none"> <li>a. <b>Part Day only:</b> Children enrolled in CSPP as a 3 year old</li> <li>b. Lowest income according to the income ranking                   <ol style="list-style-type: none"> <li>i. When 2 or more have the same ranking then those with the Dual Language Learner designation take priority</li> <li>ii. If no Dual Language Learner then whomever has been on the waiting list the longest</li> </ol> </li> </ol> </li> <li>4. 3 year olds Lowest income according to the income ranking               <ol style="list-style-type: none"> <li>a. When 2 or more have the same ranking then those with the Dual Language Learner designation take priority</li> <li>b. If no Dual Language Learner then whomever has been on the waiting list the longest</li> </ol> </li> <li>5. 3 or 4 year olds from families with incomes no more than 15% above the income guideline.               <ol style="list-style-type: none"> <li>a. 4 year olds with exceptional needs (after the set aside % has been met) then 3 year olds with exceptional needs</li> <li>b. 4 year olds without exceptional needs before 3 year olds without exceptional needs</li> </ol> </li> </ol> <p>After all other eligible children have been enrolled:</p> <ol style="list-style-type: none"> <li>6. <b>Full day only:</b> 3 or 4 year olds that meet eligibility criteria without having a need for services               <ol style="list-style-type: none"> <li>a. Lowest income ranking                   <ol style="list-style-type: none"> <li>i. When 2 or more have the same ranking 4 year olds then 3 year olds</li> </ol> </li> </ol> </li> <li>7. 3 or 4 year olds that live within the attendance boundaries of a qualified free and reduced price lunch school</li> <li>8. <b>Part day only:</b> Children enrolling to provide expanded learning and care to TK enrolled children</li> </ol>
<b>Head Start and Early Head Start - Additional Priorities</b>	

1) ♦Denotes categorical eligibility as per Head Start Performance Standard 1302.14 (b). 2) At least 10 percent of the enrollment will be made available to children who meet the definition for children with disabilities. 3) Pre-School Selection Priorities apply to both Full Day and Part Day programs unless otherwise specified. 4) Admissions Priorities / Selection Criteria, approved by Policy Council on xx/xx/2023 and approved by Board of Supervisors on xx/xx/2023





**CONTRA COSTA COUNTY  
CSB Admissions Priorities / Selection Criteria  
2023-2024 Program Year**



1. ♦ Currently Homeless or Homeless within the last 18 months
2. ♦ Current TANF Recipient (cash aid) or within 24 months
3. Teen parents (EHS only)




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

**Date:** 4/19/2023

**Time Convened:** 6:09 PM

**Time Terminated:** 8:04 PM

**Recorder:** Lyneth Hernandez

TOPIC	RECOMMENDATION / SUMMARY												
Review Desired Outcomes and Meeting Rules	Jasmine Cisneros, PC Chair, called the meeting to order at 6:09 PM and Juan Batiz PC Vice Chair reviewed the desired outcomes. Jasmine Cisneros, PC Chair reviewed the meeting ground rules.												
Wellness Activity	<b>Policy Council Representatives participated in a wellness activity by sharing “What did your center do for week of the young child?”</b>												
Public Hearing: Economic	<b>Christina Reich, Division Manager,</b> presented the Economic Opportunity Council to hold a discussion to gather public input to identify high-priority needs of low-income and under-served populations in Contra Costa County												
Public Comment	None												
Correspondence	<p>There was two correspondence from the Administration for Children and Families Office of Head Start; one covered the Cost-Of-Living Adjustment (COLA) and the Quality Improvement (QI) the other The Full Enrollment Requirement.</p> <div data-bbox="415 808 1155 917" style="text-align: center;">  <p>ADMINISTRATION FOR <b>CHILDREN &amp; FAMILIES</b> Office of Head Start   330 C St., SW, 4th Floor, Washington DC 20201   eclkc.ohs.acf.hhs.gov</p> </div> <p align="center">March 15, 2023</p> <p align="right"><b>Grant No. 09CH010862</b></p> <p><b>Dear Head Start Grant Recipient:</b></p> <p>The Consolidated Appropriations Act, 2023, contains an increase for Head Start of \$960 million over the Fiscal Year (FY) 2022 level. This includes a cost-of-living adjustment (COLA) of \$596 million and a \$262 million Quality Improvement investment. The COLA supports a 5.60 percent adjustment above FY 2022 funding levels to increase the pay scales of Head Start and Early Head Start staff, including vacant positions, fringe benefits, and to offset higher operating costs. Quality Improvement funds are allocated proportionately based on federal funded enrollment levels, with additional adjustments given to smaller grant recipients to allow for a meaningful investment, as permitted by the Act.</p> <p>The following table reflects the COLA and Quality Improvement increases available for FY 2023.</p> <table border="1" data-bbox="569 1300 1129 1390"> <thead> <tr> <th>Funding Type</th> <th>Head Start</th> <th>Early Head Start</th> </tr> </thead> <tbody> <tr> <td>Cost-of-Living Adjustment (COLA)</td> <td>\$891,476</td> <td>\$629,511</td> </tr> <tr> <td>Quality Improvement (QI)</td> <td>\$325,191</td> <td>\$262,694</td> </tr> <tr> <td><b>Total Funding</b></td> <td></td> <td><b>\$2,108,872</b></td> </tr> </tbody> </table>	Funding Type	Head Start	Early Head Start	Cost-of-Living Adjustment (COLA)	\$891,476	\$629,511	Quality Improvement (QI)	\$325,191	\$262,694	<b>Total Funding</b>		<b>\$2,108,872</b>
Funding Type	Head Start	Early Head Start											
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ADMINISTRATION FOR  
**CHILDREN & FAMILIES**

Office of Head Start | Region 3 | 90 Seventh Street, Room 450, San Francisco CA 94103 | eclkc.ohs.acf.hhs.gov

March 24, 2023

Mr. John Gioia, Chair, Contra Costa County Supervisor, District 4  
Contra Costa County Community Services  
1470 Civic Ct  
Ste 200  
Concord, CA 94520-5242

Re: Grant No. 09CH010862

Dear Mr. Gioia,

This letter is to inform you that Contra Costa County Community Services is underenrolled under the criteria listed in the Head Start Act. Your agency must develop and implement a plan to eliminate underenrollment.

**Full Enrollment Requirement**

Section 641A(h)(3) of the Head Start Act requires the government to determine which Head Start agencies are operating with an actual enrollment that is less than full funded enrollment for at least four consecutive months. The government is also required to collaborate with such agencies on the development of a plan and timetable for reducing or eliminating underenrollment.

Parent Recognition of Staff	The following staff was recognized for going above and beyond in their work with the children and the families: <ul style="list-style-type: none"><li>Ms. Lorena Molina, Associate Teacher at George Miller III and Monique Young-Edwards, Advanced Secretary, were presented with a certificate and a book to acknowledge their dedication to the children and families.</li></ul>
<b>Action:</b> Approval of the 2023 Cost-of-Living adjustment (COLA)	<b>Sarah Reich, Administrative Services Assistant III</b> Reviewed the 2023 Cost-of-Living adjustment (COLA) <ul style="list-style-type: none"><li>On February 21, 2023, the office of Head Start issued PI 23-02, FY 2023 Head Start Funding Increase</li><li>President Biden signed the Consolidated Appropriations Act, 2023, into law on December 29, 2022, which Increased funding levels for programs under the Head Start Act.<ul style="list-style-type: none"><li>1. Cost-of-Living Adjustment (COLA)</li><li>2. Quality Improvement (QI) funding</li></ul></li></ul>

- Each grant recipient may apply for a COLA increase of 5.6% of the FY 2022 base funding level
- Programs must use COLA funds to permanently increase the salaries of Head Start staff.
- Head Start grant recipients must provide delegate agencies and other partners an equivalent increase to adjust salaries and wages scales.

Proposed Head Start Budget

	(a)	(b)	(c)=(a+b)	REMARKS
	HS	HS	TOTAL HS	
Object Class Categories	COLA	QI	COLA/QI	
<b>a. PERSONNEL (Object Class 6a)</b>				
Permanent (staff)	234,754		234,754	Salaries increased by the 5% County approved increase across the board
Temporary (staff)	26,316		26,316	Salaries increased by the 5% County approved increase across the board
Teaching Staff Stipends	162,537	325,191	487,728	Stipends for recruitment (hiring) and retention of teaching staff positions
<b>PERSONNEL (Object Class 6a)</b>	<b>423,607</b>	<b>325,191</b>	<b>748,798</b>	
<b>b. FRINGE BENEFITS (Object Class 6b)</b>				
Permanent Staff	179,071		179,071	Fringe benefits for Permanent staff is 76.28% of Permanent salaries
Temporary Staff	26,316		26,316	Fringe benefits for Temporary staff is 12.41% of Temporary salaries
<b>FRINGE BENEFITS (Object Class 6b)</b>	<b>205,387</b>	<b>-</b>	<b>205,387</b>	
<b>f. CONTRACTUAL (Object Class 6f)</b>				
5. Delegate Agency Costs			-	
Delegate Agency Costs - PA22	135,180		135,180	5.6% COLA is allocated to YMCA-Delegate to increase their contract.
6. Other Contracts			-	
KinderCare	1,286		1,286	5.6% COLA is allocated to Partners to increase rate per slot.
Tiny Toes	3,859		3,859	5.6% COLA is allocated to Partners to increase rate per slot.
YMCA (West)	38,874		38,874	5.6% COLA is allocated to Partners to increase rate per slot.
YMCA (East)	33,157		33,157	5.6% COLA is allocated to Partners to increase rate per slot.
<b>TOTAL CONTRACTUAL (6f)</b>	<b>212,356</b>	<b>-</b>	<b>212,356</b>	
<b>i. TOTAL DIRECT CHARGES (Sum of Line 6a-6h)</b>	<b>841,350</b>	<b>325,191</b>	<b>1,166,541</b>	
<b>j. INDIRECT COSTS (19.2% of Salaries only)</b>	<b>50,126</b>		<b>50,126</b>	Indirect Cost is computed at 19.2% of Permanent and Temporary salaries
<b>k. TOTAL FEDERAL (ALL BUDGET CATEGORIES)</b>	<b>891,476</b>	<b>325,191</b>	<b>1,216,667</b>	
<i>Non-Federal share</i>	<i>222,869</i>	<i>81,298</i>	<i>304,167</i>	Non-federal share is computed at 25% of Total Federal budget
<b>Total Federal and Non-Federal Budget</b>	<b>1,114,345</b>	<b>406,489</b>	<b>1,520,834</b>	

Proposed Early Head Start Budget

	(a)	(b)	(c)=(a+b)	Remarks
Object Class Categories	EHS COLA	EHS QI	TOTAL EHS COLA/QI	
<b>a. PERSONNEL (Object Class 6a)</b>				
Permanent	81,125		81,125	Salaries increased by the 5% County approved increase across the board
Temporary	14,920		14,920	Salaries increased by the 5% County approved increase across the board
Teaching Staff Stipends	296,721	262,694	559,415	Stipends for recruitment (hiring) and retention of teaching staff positions
<b>PERSONNEL (Object Class 6a)</b>	<b>392,766</b>	<b>262,694</b>	<b>655,460</b>	
<b>b. FRINGE BENEFITS (Object Class 6b)</b>				
Permanent Staff	61,883		61,883	Fringe benefits for Permanent staff is 76.28% of Permanent salaries
Temporary Staff	14,921		14,921	Fringe benefits for Temporary staff is 12.41% of Temporary salaries
<b>FRINGE BENEFITS (Object Class 6b)</b>	<b>76,804</b>	<b>-</b>	<b>76,804</b>	
<b>TOTAL PERSONNEL (6a &amp; 6b)</b>	<b>469,570</b>	<b>262,694</b>	<b>732,264</b>	
<b>f. CONTRACTUAL (Object Class 6f)</b>				
6. Other Contracts			-	
Aspiranet	53,247		53,247	5.6% COLA is allocated to Partners to increase rate per slot.
Crossroads	9,172		9,172	5.6% COLA is allocated to Partners to increase rate per slot.
KinderCare	17,153		17,153	5.6% COLA is allocated to Partners to increase rate per slot.
Tiny Toes	2,859		2,859	5.6% COLA is allocated to Partners to increase rate per slot.
YMCA (West)	23,027		23,027	5.6% COLA is allocated to Partners to increase rate per slot.
YMCA (East)	36,042		36,042	5.6% COLA is allocated to Partners to increase rate per slot.
<b>TOTAL CONTRACTUAL (6f)</b>	<b>141,500</b>		<b>141,500</b>	
<b>i. TOTAL DIRECT CHARGES (Sum of Line 6a-6h)</b>	<b>611,070</b>	<b>262,694</b>	<b>873,764</b>	
<b>j. INDIRECT COSTS (19.2% of Salaries only)</b>	<b>18,441</b>		<b>18,441</b>	Indirect Cost is computed at 19.2% of Permanent and Temporary salaries
<b>k. TOTAL FEDERAL (ALL BUDGET CATEGORIES)</b>	<b>629,511</b>	<b>262,694</b>	<b>892,205</b>	
<i>Non-Federal share</i>	<i>157,378</i>	<i>65,673</i>	<i>223,051</i>	Non-federal share is computed at 25% of Total Federal budget
<b>Total Federal and Non-Federal Budget</b>	<b>786,889</b>	<b>328,367</b>	<b>1,115,256</b>	

Employment and Human Services Director Marla Stuart informed the Policy Council that this was to recommend to the Governing Body not approve

**A motion to approve the 2023 Cost-of-Living adjustment (COLA) was made by Devlyn Sewell and seconded by Deanna Carmona. The motion passed with 15 votes in favor.**

Ayes			Nays	Abstentions	Not Present		
Amy Mockoski	Karen Medrano	Raquel Magana			Ana Maria Dempsey	Tullisa Miller	Patricia De Queiroz
Celia Limon del Ledesma	Leslie Gallegos Cortes	Yesica Hernandez			Karen Franco	Maira Garcia	Rasheeta Fletcher
Deanna Carmona	Loni Staton	Devlyn Sewell			Cozette Avile	Marcela Esparza	Sinay Catanon
Ileana Navarro	Lorena Mercham	Mercedes Oretega			Blanca Colmenares	Michelly Mendanha	Nya Martin
Jasmine Cisneros	Olga Rios	Juan Batiz			Vilma Gaytan	Zaraby Duran	

**Action:**  
Approval of the 2023 Quality Improvement Funding from the Administration for Children and Families

**Sarah Reich, Administrative Services Assistant III,** Provided an overview of the 2023 Quality Improvement Funding from the Administration for Children and Families

- Fiscal Year 2023 Quality Improvement
- May apply to use quality improvement funds for activities consistent with the Head Start Act, Sec. 640(a)(5).  
Examples include:
  - Improve compensation
  - Support staff training
  - Increase staffing
  - Improve strategic planning

**Proposed Head Start Budget**

	(a)	(b)	(c)=(a+b)	REMARKS
Object Class Categories	HS COLA	HS QI	TOTAL HS COLA/QI	
<b>a. PERSONNEL (Object Class 6a)</b>				
Permanent (staff)	234,754		234,754	Salaries increased by the 5% County approved increase across the board
Temporary (staff)	26,316		26,316	Salaries increased by the 5% County approved increase across the board
Teaching Staff Stipends	162,537	325,191	487,728	Stipends for recruitment (hiring) and retention of teaching staff positions
<b>PERSONNEL (Object Class 6a)</b>	<b>423,607</b>	<b>325,191</b>	<b>748,798</b>	
<b>b. FRINGE BENEFITS (Object Class 6b)</b>				
Permanent Staff	179,071		179,071	Fringe benefits for Permanent staff is 76.28% of Permanent salaries
Temporary Staff	26,316		26,316	Fringe benefits for Temporary staff is 12.41% of Temporary salaries
<b>FRINGE BENEFITS (Object Class 6b)</b>	<b>205,387</b>	<b>-</b>	<b>205,387</b>	
<b>f. CONTRACTUAL (Object Class 6f)</b>				
5. Delegate Agency Costs			-	
Delegate Agency Costs - PA22	135,180		135,180	5.6% COLA is allocated to YMCA-Delegate to increase their contract.
6. Other Contracts			-	
KinderCare	1,286		1,286	5.6% COLA is allocated to Partners to increase rate per slot.
Tiny Toes	3,859		3,859	5.6% COLA is allocated to Partners to increase rate per slot.
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YMCA (East)	33,157		33,157	5.6% COLA is allocated to Partners to increase rate per slot.
<b>TOTAL CONTRACTUAL (6f)</b>	<b>212,356</b>	<b>-</b>	<b>212,356</b>	
<b>i. TOTAL DIRECT CHARGES (Sum of Line 6a-6h)</b>	<b>841,350</b>	<b>325,191</b>	<b>1,166,541</b>	
<b>j. INDIRECT COSTS (19.2% of Salaries only)</b>	<b>50,126</b>		<b>50,126</b>	Indirect Cost is computed at 19.2% of Permanent and Temporary salaries
<b>k. TOTAL FEDERAL (ALL BUDGET CATEGORIES)</b>	<b>891,476</b>	<b>325,191</b>	<b>1,216,667</b>	
<i>Non-Federal share</i>	<i>222,869</i>	<i>81,298</i>	<i>304,167</i>	Non-federal share is computed at 25% of Total Federal budget
<b>Total Federal and Non-Federal Budget</b>	<b>1,114,345</b>	<b>406,489</b>	<b>1,520,834</b>	

**Proposed Early Head Start Budget**

	(a)	(b)	(c)=(a+b)	Remarks
Object Class Categories	EHS COLA	EHS QI	TOTAL EHS COLA/QI	
<b>a. PERSONNEL (Object Class 6a)</b>				
Permanent	81,125		81,125	Salaries increased by the 5% County approved increase across the board
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Teaching Staff Stipends	296,721	262,694	559,415	Stipends for recruitment (hiring) and retention of teaching staff positions
<b>PERSONNEL (Object Class 6a)</b>	<b>392,766</b>	<b>262,694</b>	<b>655,460</b>	
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<b>FRINGE BENEFITS (Object Class 6b)</b>	<b>76,804</b>	<b>-</b>	<b>76,804</b>	
<b>TOTAL PERSONNEL (6a &amp; 6b)</b>	<b>469,570</b>	<b>262,694</b>	<b>732,264</b>	
<b>f. CONTRACTUAL (Object Class 6f)</b>				
<b>6. Other Contracts</b>				
Aspiranet	53,247		53,247	5.6% COLA is allocated to Partners to increase rate per slot.
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<b>TOTAL CONTRACTUAL (6f)</b>	<b>141,500</b>		<b>141,500</b>	
<b>i. TOTAL DIRECT CHARGES (Sum of Line 6a-6h)</b>	<b>611,070</b>	<b>262,694</b>	<b>873,764</b>	
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<b>k. TOTAL FEDERAL (ALL BUDGET CATEGORIES)</b>	<b>629,511</b>	<b>262,694</b>	<b>892,205</b>	
<i>Non-Federal share</i>	<i>157,378</i>	<i>63,673</i>	<i>223,051</i>	Non-federal share is computed at 25% of Total Federal budget
<b>Total Federal and Non-Federal Budget</b>	<b>786,889</b>	<b>328,367</b>	<b>1,115,256</b>	

**A motion to approve the 2023 Quality Improvement Funding from the Administration for Children and Families was made by Amy Mockoski and seconded by Raquel Magana. The motion passed with 15 votes in favor.**

Ayes			Nays	Abstentions	Not Present		
Amy Mockoski	Karen Medrano	Raquel Magana			Ana Maria Dempsey	Tuliisa Miller	Patricia De Queiroz
Celia Limon del Ledesma	Leslie Gallegos Cortes	Yesica Hernandez			Karen Franco	Maira Garcia	Rasheeta Fletcher
Deanna Carmona	Loni Staton	Devlyn Sewell			Cozette Avile	Marcela Esparza	Sinay Catanon
Ileana Navarro	Lorena Mercham	Mercedes Oretega			Blanca Colmenares	Michelly Mendanha	Nya Martin
Jasmine Cisneros	Olga Rios	Juan Batiz			Vilma Gaytan	Zaraby Duran	

**Action:**  
Approval of  
February 15, 2023

The February 15, 2023 Policy Council meeting minutes were reviewed and no corrections were noted.

**A motion to approve the minutes from February 15, 2023, Policy Council meeting was made by Deanna Carmona and seconded by Juan Batiz The motion passed with 15 votes in favor.**

Policy Council Minutes	<b>Ayes</b>			<b>Nays</b>	<b>Abstentions</b>	<b>Not Present</b>		
	Amy Mockoski	Karen Medrano	Raquel Magana			Ana Maria Dempsey	Tuliisa Miller	Patricia De Queiroz
	Celia Limon del Ledesma	Leslie Gallegos Cortes	Yesica Hernandez			Karen Franco	Maira Garcia	Rasheeta Fletcher
	Deanna Carmona	Loni Staton	Devlyn Sewell			Cozette Avile	Marcela Esparza	Sinay Catanon
	Ileana Navarro	Lorena Mercham	Mercedes Orettega			Blanca Colmenares	Michelly Mendanha	Nya Martin
	Jasmine Cisneros	Olga Rios	Juan Batiz			Vilma Gaytan	Zaraby Duran	
<b>Announcement</b>	<b>Marla Stuart, Employment and Human Services Director</b> , made the announcement of the appointment of the Community Services Bureau director Nicholas Bryant.							
<b>Administrative Reports</b> <ul style="list-style-type: none"> <li>• Director</li> <li>• Interim Division Manager</li> <li>• Fiscal</li> </ul>	<p><b>Nicholas Bryant, Director</b>, welcomed Policy Council representatives and thanked them for attending.</p> <p>Administrative updates:</p> <ul style="list-style-type: none"> <li>• We are hopeful about a bill that is working its way through or state legislature that will allow you to participate via Zoom once again. The bill is Assembly Bill 817. More to come on this.</li> <li>• There is currently a Call to Action from the National Head Start Association for all Head Start parents and alumni to advocate for more funding for Head Start. Please go to <a href="http://www.nhsa.org/take-action">www.nhsa.org/take-action</a> to send a letter to your legislators. The website does it all for you! You just have to put your name and address in.</li> <li>• Week of the Young Child just passed and our program did it in style! I hope you enjoyed the opportunity to celebrate the wonders of Early Childhood! I am grateful to all the staff and parents that made it such a great week.</li> <li>• <b>Joint Policy Council and Board of Supervisors Training</b>– Plans are underway to reinstate a long-help tradition here at CSB the Joint Policy Council and Board of Supervisors Training on Shared Governance. The event will be in July and we will get a “Save the Date” out to you very soon so you can mark it on your calendars. This is a great opportunity for you to meet your local leaders and learn together.</li> <li>• <b>Quality Improvement Plan</b> - Work on our Quality Improvement Plan continues and we had a successful T/TA visit on March 30. Staff is working diligently on all recommended changes. We can anticipate a review sometime in May or June to ensure all our corrections are made.</li> </ul> <p><b>Amy Wells, Interim Division Manager</b>, reported:</p> <ul style="list-style-type: none"> <li>• The February enrollment was 63.79% for Head Start and 66.04% for Early Head Start and Early Head Start Child Care Partnership #2.</li> <li>• The February attendance was 77.64% for Head Start and Head Start Delegate and 80.88% for Early Head Start and Early Head Start Child Care Partnership #2.</li> <li>• The Monitoring completion rates for March 2023 were 99% for Daily Facility Checklist, 98.3% for Daily Health and Safety Classroom Checklist, 98.9% Daily Teacher Playground Safety Checklist, and 100% for the Monthly Playground Safety Checklist.</li> <li>• Presented the Mini PIR (Program Information Report).</li> </ul>							





Head Start		
A.12 Cumulative Enrollment	735	
C.7 Number of all children who are up-to-date (through the end of the program year) on a schedule of age-appropriate preventive and primary health care, according to the relevant state's EPSDT schedule for well child care.	254	34.56%
C.8a Of these, the number who have received or are receiving medical treatment.	136	18.50%
C.19 Number of all children, including those enrolled in Medicaid or CHIP, who have completed a professional dental examination during the program year.	549	74.69%
C19.a.1 Of these, the number of children who have received or are receiving dental treatment.	137	18.64%
C.1.a Number enrolled in Medicaid and /or CHIP	621	84.49%
C1 Number of all children with health insurance	733	99.73%
C.24 Number of children enrolled in the program who had an Individualized Education Program (IEP), at any time during the enrollment year, indicating they were determined eligible by the LEA to receive special education and related services	122	16.60%
C.28 Number of all newly enrolled children who completed required screenings within 45 days for developmental, sensory and behavioral concerns since last year's PIR was reported.	225	30.61%
C.45 Number of families that received at least one program services to promote family outcomes.	552	
Early Head Start		
A.12 Cumulative Enrollment	259	
C.7 Number of all children who are up-to-date on a schedule of age-appropriate preventive and primary health care, according to the relevant state's EPSDT schedule for well child care.	44	16.99%
C.8a Of these, the number who have received or are receiving medical treatment.	61	23.55%
C.1.a Number enrolled in Medicaid and /or CHIP	217	83.78%
C1 Number of all children with health insurance	247	95.37%
C.25 Number of children enrolled in the program who had an Individualized Family Service Plan (IFSP), at any time during the enrollment year, indicating they were determined eligible by the Part C Agency to receive early intervention services the Individuals with Disabilities Education Act (IDEA)	12	4.63%
C.28 Number of all newly enrolled children who completed required screenings within 45 days for developmental, sensory and behavioral concerns since last year's PIR was reported.	59	22.78%
C.45 Number of families that received at least one program services to promote family outcomes.	153	

Haydee Ilan, Accountant III, presented the following financial reports:

- **2021-2022 Head Start Program: February 2023**, year-to-date cash expenditures were \$1,053,470 YTD, representing 17% of the program budget.
- **2021-2022 Early Head Start Program: February 2023**, year-to-date cash expenditures were \$35, 9913 YTD representing 17% of the program budget.
- **Credit Card expenditures** for all programs, including Head Start and Early Head Start, for **February 2023**, were \$4,117.51
- **Child and Adult Care Food Program: February 2023**, total meals served, including breakfast, lunch, and supplements, were 15,857.

Subcommittee Updates	No updates were reported
<b>Report:</b> 2nd DRDP and School Readiness Goal Updates	<b>2nd DRDP and School Readiness Goal Updates is tabled for the May 17,2023, Policy Council Meeting</b>
Site Reports	<p><b>Ambrose</b></p> <ul style="list-style-type: none"> <li>• Parents participated in an activity on March 2, 2023, for Dr. Seuss’s birthday celebration.</li> <li>• The side fence was partially covered with a tarp for safety purposes.</li> </ul> <p><b>Bayo Vista</b></p> <ul style="list-style-type: none"> <li>• Bayo Vista is celebrating the site receiving maintenance upgrades. The fence around the playground was replaced with a new one. The site also received a new dishwasher and copiers for the offices. Bayo Vista staff also celebrated Mr. Ronald Pipa with a farewell lunch celebrating his retirement from CSB.</li> <li>• Received a new dishwasher for kitchen and copiers for office use. The fence around the playground was also replaced.</li> <li>• Mrs. Edy Campos from “TANDEM Partners in Early Learning” presented the Magic of Story time to the families of Bayo Vista at our March Parent Meeting.</li> <li>• Bayo Vista preschool families received information from Friday Flyers, Food Bank information, and information on books to read to toddlers and preschoolers.</li> </ul> <p><b>GM III</b></p> <ul style="list-style-type: none"> <li>• All classroom at George Miller III, except for classroom 8 AM/8 PM due to being closed for spring break, participated in the Week of the Young Child festivities, which included a classroom-by-classroom parade, costume making from recycled materials, making healthy snacks, Tie Dye t-shirt making, planting flowers and vegetables in the outside classroom gardens, crazy hair day and face painting to name a few.</li> <li>• In addition, George Miller III will receive a new conference table for the upstairs conference room this week.</li> <li>• Classroom 3, Study of Families; Classroom 2 ,Study of Buildings; Classroom 6, Study of Paints.</li> <li>• Families received the "Guide to Disaster Assistance Services for Immigrant Californians" informational list of resources.</li> <li>• An ice cream social was held at the end of the Week to celebrate teachers at George Miller III.</li> </ul> <p><b>GMC</b></p> <ul style="list-style-type: none"> <li>• March 2 is Dr. Seuss’s birthday; each class read a couple of his books. Room 6 had green eggs and am. In building seven, the teachers and children decorated shirts and were either Thing 1, 2, or 3; one teacher was the Cat in the Hat.</li> <li>• Edy Campos from “TANDEM Partners in Early Learning” came to read to our infants and toddlers and then gave them two books for the classroom.</li> </ul> <p><b>Lavonia Allen</b></p> <ul style="list-style-type: none"> <li>• We held our first in-person parent meeting with ten parents in attendance. Cathy Lucero facilitated the session with a presentation on oral health.</li> <li>• We participate in a Music and Creative movement class every Thursday.</li> <li>• We celebrated Dr. Seuss’s birthday with unique art and cooking projects and read some of his books.</li> <li>• Our kitchen got a new toaster oven and a new coffee maker.</li> <li>• Carpets at the center were deep cleaned, and floors were waxed.</li> <li>• Preschoolers are learning all about insects while doing their insect study/project.</li> <li>• Librarian, Bella Merrill came to read stories and play her guitar.</li> </ul>

	<ul style="list-style-type: none"> <li>• One of our families received low-income housing resources.</li> <li>• All of our families received Friday Flyers.</li> </ul> <p><b>Los Arboles</b></p> <ul style="list-style-type: none"> <li>• The Preschool classroom concluded their building project and started to plan for the week of the young child event. Toddlers enjoy nature and talk on wagon rides and around the center.</li> <li>• Comprehensive Services had a wellness check-in day for the families. They handed out resource bags to each family, including coloring books, water bottles, an application for LiHeap and water program, and information about the lead program.</li> <li>• Sit Stand desks were installed in the main office.</li> <li>• A fence privacy screen was installed.</li> <li>• Privacy enhanced the safety of the children.</li> <li>• Firefighters are scheduled to visit the site in March.</li> <li>• Miss Maria came in and talked to the children about construction.</li> <li>• Bianca's grandmother came in and gave a presentation about some equipment that she uses for construction work.</li> <li>• Friday, resources were mailed and emailed to parents.</li> </ul> <p><b>Los Nogales</b></p> <ul style="list-style-type: none"> <li>• Children are working on a nutrition project.</li> <li>• Teachers are preparing fun activities for the week of the young child, the first week of April.</li> <li>• Children participate in a virtual dance and movement class every Thursday.</li> <li>• Special guest Music and Movement with Nick Young – virtual.</li> <li>• Friday, resources were emailed to parents.</li> </ul> <p><b>Marsh Creek</b></p> <ul style="list-style-type: none"> <li>• Our parent meeting/training was on Steps to Encourage Positive Behavior and Parents' Guidance for Keeping Children Safe.</li> <li>• Celebrated Dr. Seuss's birthday with a variety of fun activities.</li> <li>• Both classrooms are currently between projects now</li> <li>• Bella from Contra Costa Library comes to read to the children.</li> <li>• Specific resources were given to individual families as needed.</li> </ul> <p><b>Riverview</b></p> <ul style="list-style-type: none"> <li>• We had a super fun family tie-dye on March 31.</li> <li>• We welcomed back Miss. Nawshaba from Ambrose, we are happy to have her back at Riverview</li> <li>• We received our new dryer.</li> <li>• We will be celebrating Week of the Young Child from April 3 through April 7. 2023.</li> <li>• We had a guest Hula dancer come to teach the children some basic movements</li> <li>• At our parent meeting, we had information from Comprehensive Services about wellness and handouts about self-esteem.</li> </ul>
Announcements	<p>Ana Araujo, Comprehensive Services Manager for Parent, Family, and Community Engagement, provided the following announcements and resources (copy of resources were emailed to participants):</p> <ul style="list-style-type: none"> <li>• CSB Connect Friday Flyers shared QR code to access weekly resources.</li> </ul>

	<div data-bbox="480 139 989 500" style="background-color: #008000; color: white; padding: 10px;"> <p>Let's CSB Connect from your cellphone!</p>  <ul style="list-style-type: none"> <li>• Scan the QR Code with your cell phone</li> <li>• Select the bar menu button </li> <li>• Select Public Announcements to link to CSB Friday Flyers.</li> </ul> <p>Every Friday, family resources are posted containing information you might be interested in accessing.</p> <p style="text-align: center; font-size: 1.2em;">Check it out!</p> </div> <ul style="list-style-type: none"> <li>• May Policy Council – in-person meeting <ul style="list-style-type: none"> <li>○ Policy Council Executive Meeting and Program Services Subcommittees: May 3, 2023.</li> <li>○ Policy Council Fiscal Subcommittee and Policy Council Business Meeting: May 17, 2023.</li> </ul> </li> <li>•</li> </ul>	
Meeting Evaluation	<p style="text-align: center;"><b><u>Pluses / +</u></b></p> <ul style="list-style-type: none"> <li>• Being able to meet quorum</li> <li>• Great Information</li> </ul>	<p style="text-align: center;"><b><u>Deltas / Δ</u></b></p> <ul style="list-style-type: none"> <li>• It would be nice if child care was provided</li> </ul>

DRAFT