

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by Community Services Bureau to a majority of members of the Head Start Policy Council less than 72 hours prior to that meeting are available for public inspection at: 3068 Grant St. Bldg. 8, Concord, CA 94520 during normal business hours. (Gov. Code, section 54957.5(b) (2)).

Agenda

Group/Meeting Name: CSB Policy Council Meeting	
Date: September 27, 2023	Time: 6:00 PM – 8:00 PM
Meeting Location: 500 Ellinwood Way, Pleasant Hill, CA	
Purpose: 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 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:

1. Agreement on desired outcomes and ground rules so that our meeting is productive.
2. A wellness activity to open communication and enhance overall wellbeing.
3. An awareness of CSB correspondence so that we are all informed of current notifications.
4. 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.
5. Parent Recognition of Staff Excellence Award presentation to validate employee dedication and uniqueness while working with children and families.
6. An approval of Community Representatives and Past Parent Representatives so that our council is fully seated.
7. An approval on 2023 - 2024 PC Executive Committee Officers who will set future agendas and conduct monthly meetings.
8. A review and approval of August 16, 2023, Policy Council Minutes.
9. Administrative Reports: An understanding of the monthly updates and approvals to ensure ongoing communication and necessary actions take place for seamless program operation.
10. A discussion of the 2024-2028 Head Start funding opportunity to ensure parents are engaged in the application process.
11. An understanding of the CSB 2023 Self-Assessment Report to ensure compliance with the Head Start Program Performance Standards (HSPPS) Requirements.
12. An understanding of the 2022-2023 Annual Report so that the information is shared with the program parents.
13. An understanding of Site Reports so that we may celebrate our co-parenting and partnership-building efforts.
14. Heard announcements so that we may be informed of Bureau news and/or available community resources.
15. A Meeting Evaluation so that we may review our strengths and make any improvements as needed.

What (Content)	How (Process)	Who	Time (Minutes)
1. Review Desired Outcomes	Present Clarify Check for understanding	Juan Batiz Volunteer	1
Meeting Ground Rules	Present Clarify Check for understanding	Tuliisa Miller Volunteer	1
2. Wellness Activity	Present Clarify	Jasmine Cisneros Volunteer	10
3. Correspondence	Present Clarify	Karen Medrano Volunteer	2
4. Public Comment	Present	Public	3
5. Parent Recognition of Staff Excellence Award Recognition	Present Clarify	Jasmine Cisneros Volunteer	5
6. Action: Review and Consider Approval of Community and Past Parent Representatives	Present Clarify Check for understanding Check for Agreement	Ana Araujo	10 Minutes (3 minutes for roll call)
7. Action: Conduct 2023-2024 PC Executive Committee Officer Elections and consider approval of elected PC Executive Committee Officers	Present Clarify Check for understanding Check for Agreement	Ana Araujo	20 Minutes (3 minutes for roll call)
8. Action: Consider approval of August 16, 2023, Policy Council Minutes	Present Clarify Check for understanding Check for Agreement	Jasmine Cisneros Volunteer	5 (3 minutes for roll call)
9. Administrative Reports: CSB Director	Present Clarify Check for understanding	Sung Kim	5
Administrative Reports: Division Manager	Present Clarify Check for understanding	Amy Wells	5
Administrative Reports: Fiscal	Present Clarify Check for understanding	Haydee Ilan	5
10. Discussion 2024-2028 Head Start funding opportunity	Present Clarify Check for Understanding	Marla Stuart	20
11. Report: CSB 2023 Self-Assessment Report	Present Clarify Check for understanding	Amanda Cleveland	10
12. Report: 2022-2023 Annual Report	Present Clarify Check for understanding	Amanda Cleveland	10
13. Site Reports	Present	Site Representatives	4

	Clarify Check for Understanding		
14. Announcements	Present Clarify Check for understanding	Ana Araujo	3
15. Meeting Evaluation	Plus/Delta	Volunteer	1

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 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



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

Date: 8/16/2023

Time Convened: 6:16 PM

Time Terminated: 8:15 PM

Recorder: Lyneth Hernandez

TOPIC	RECOMMENDATION / SUMMARY						
Review Desired Outcomes and Meeting Rules	Jasmine Cisneros, PC Chair, called the meeting to order at 6:16 PM and Juan Batiz PC Vice Chair reviewed the desired outcomes. Tu'Liisa Miller, Parliamentarian reviewed the meeting ground rules.						
Wellness Activity	Policy Council Representatives participated in a wellness activity by sharing "What are some highlights of your Summer?"						
Public Comment	None						
Correspondence	Correspondence from the Office of Head Start dated 6-29-23, informing application for program funding extension, from 1-1-24 to 6-3-24, is due October 1, 2023.						
Parent Recognition of Staff	<p>The following staff was recognized for going above and beyond in their work with the children and the families:</p> <ul style="list-style-type: none"> Ms. Lorena Perea, Master Teacher at Ambrose and Maria Ibarra Associate Teacher from Crescent Park, were presented with a certificate to acknowledge their dedication to the children and families. 						
Action: Approval of EHS and HS Extension Grant	Sarah Reich, Division Manager, Temporary Upgrade, presented on Early Head Start and Head Start extension grant. A motion to approve the Early Head Start and the Head Start 2022 Extension Grant was made by Deanna Carmona and seconded by Lorena Mercham. The motion passed with 15 votes in favor.						
	Ayes			Nays	Abstentions	Not Present	
	Amy Mockoski	Juan Batiz	Michelly Mendanha			Celia Limon del Ledesma	Latoya Goto
	Ashley Cerna	Karen Medrano	Monica Chavez			Devlyn Sewell	Raquel Magana
	Deanna Carmona	Lorena Mercham	Olga Rios			Jenifer Garcia	Teresita Palomera
	Ericka Garcia	Maira Garcia	Tuliisa Miller			Joselyn Chininin Sanchez	Vilma Gaytan
	Jasmine Cisneros	Maria Garcia	Yesica Hernandez			Karla Rodriguez	
Action: Approval of EHS and HS 2023 Carryover Funds	Sarah Reich, Division Manager TU presented on Early Head Start and Head Start 2023 carryover funds. A motion to approve the Early Head Start and the Head Start 2023 Carryover Funds was made by Amy Mockoski and seconded by Ashley Cerna. The motion passed with 15 votes in favor.						
	Ayes			Nays	Abstentions	Not Present	

TOPIC	RECOMMENDATION / SUMMARY								
	Amy Mockoski	Juan Batiz	Michelly Mendanha			Celia Limon del Ledesma	Latoya Goto		
	Ashley Cerna	Karen Medrano	Monica Chavez			Devlyn Sewell	Raquel Magana		
	Deanna Carmona	Lorena Mercham	Olga Rios			Jenifer Garcia	Teresita Palomera		
	Ericka Garcia	Maira Garcia	Tuliisa Miller			Joselyn Chininin Sanchez	Vilma Gaytan		
	Jasmine Cisneros	Maria Garcia	Yesica Hernandez			Karla Rodriguez			
Action: Approval 2023-2024 Planning Calendar	Christina Reich, Division Manager presented on the 2023 -2024 Planning Calendar A motion to approve the 2023 – 2024 Planning Calendar was made by Olga Rios and seconded by Yesica Hernandez. The motion passed with 15 votes in favor.								
	Ayes			Nays	Abstentions	Not Present			
	Amy Mockoski	Juan Batiz	Michelly Mendanha			Celia Limon del Ledesma	Latoya Goto		
	Ashley Cerna	Karen Medrano	Monica Chavez			Devlyn Sewell	Raquel Magana		
	Deanna Carmona	Lorena Mercham	Olga Rios			Jenifer Garcia	Teresita Palomera		
	Ericka Garcia	Maira Garcia	Tuliisa Miller			Joselyn Chininin Sanchez	Vilma Gaytan		
	Jasmine Cisneros	Maria Garcia	Yesica Hernandez			Karla Rodriguez			
Action: Approval of May 17, 2023, Policy Council Minutes	The May 17, 2023, Policy Council meeting minutes were reviewed, and no corrections were noted. A motion to approve the minutes from May 17, 2023, Policy Council meeting was made by Maria Garcia and seconded by Michelly Mendanha. The motion passed with 15 votes in favor.								
	Ayes			Nays	Abstentions	Not Present			
	Amy Mockoski	Juan Batiz	Michelly Mendanha			Celia Limon del Ledesma	Latoya Goto		
	Ashley Cerna	Karen Medrano	Monica Chavez			Devlyn Sewell	Raquel Magana		
	Deanna Carmona	Lorena Mercham	Olga Rios			Jenifer Garcia	Teresita Palomera		
	Ericka Garcia	Maira Garcia	Tuliisa Miller			Joselyn Chininin Sanchez	Vilma Gaytan		
	Jasmine Cisneros	Maria Garcia	Yesica Hernandez			Karla Rodriguez			
Administrative Reports <ul style="list-style-type: none"> • CSB Director • Division Manager • Fiscal 	Sung Kim, Interim Director, presented the Director’s report:								

TOPIC	RECOMMENDATION / SUMMARY
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Director's report

- **Introduction:** My name is Sung Kim and I have been appointed as the Interim Director for the Community Services Bureau. I have been with the county for 20 years, but I have not been in a capacity where I have worked with the Policy Council, so I am excited for this new opportunity in my journey with CSB. I welcome your suggestions and I am grateful to be here.
- **Federal Review – July 25 – 29:** We were reviewed on Governance, Fiscal, Ongoing Monitoring and Reporting by a team of 5 reviewers. At the end of the week, they said they received every document they asked for and we put our best effort forward. I'm proud of the team and look forward to hearing the outcome in 2-3 months.
- **Designation Renewal System:** CSB must compete for its next five-year grant and our grant application for that will be due in early November. Plans are underway to demonstrate that our program is the right program to run Head Start in Contra Costa County. We will be bringing the application to you for your approval in your October meeting.
- **2023 Self-Assessment – August 20 – September 1:** Every year we assess our program and we invite you, our parents and community, to help us evaluate our systems and services. If you have not signed up to be on the Self-Assessment, please let Ana know that you are interested. We need your participation.
- **Many Thanks:** As we end our program year, and say goodbye to some of you, I want to take this opportunity to thank each one of you for the hard work you are doing on behalf of Head Start and your families. We simply cannot do what we do without you. Good luck in your future endeavors!

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Sarah Reich, Division Manager TU, reported:

Enrollment:

- The June enrollment was 63.27% for Head Start and 67.12% for Early Head Start and Early Head Start Child Care Partnership #2.
- The June attendance was 72.70% for Head Start and Head Start Delegate and 70.53% for Early Head Start and Early Head Start Child Care Partnership #2.

Monitoring:

- The Monitoring completion rates for April 2023, were 99.1% for Daily Facility Checklist, 99.2% for Daily Health and Safety Classroom Checklist, 99% Daily Teacher Playground Safety Checklist, and 91% for the Monthly Playground Safety Checklist.

TOPIC	RECOMMENDATION / SUMMARY
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The Compliance Rate for CSB Child and Safety Transition was 96.25% and 93.13% for On-Site Content Area Compliance Checklist

Trends across Tools:

- 100% of CSB Child & Safety Transition corrections have been treated by Sites.
- Top non-compliances are: Safe Environments are evident: clean, no hazards, uncluttered walls (from postings) and uncluttered tops of shelves.
- Environments are free of rust; same non-compliances are reported until the correction is complete
- 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.

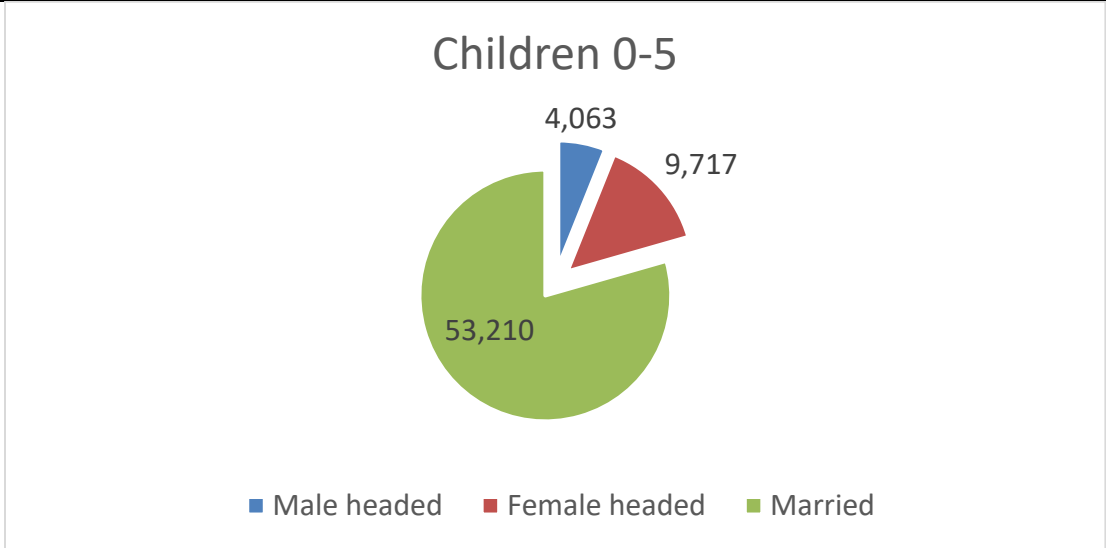
Presented Mini PIR:

Mini PIR - HS

Head Start		
A.12 Cumulative Enrollment	488	
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.	16	3.28%
C.8a The number who have received or are receiving medical treatment.	80	16.39%
C.19 Number of all children, including those enrolled in Medicaid or CHIP, who have completed a professional dental examination during the program year.	43	8.81%
dental treatment.	2	0.41%
C.1.a Number enrolled in Medicaid and /or CHIP	320	65.57%
C1 Number of all children with health insurance	381	78.07%
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	53	10.86%
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.	0	0.00%
C.45 Number of families that received at least one program services to promote family outcomes.	177	

TOPIC	RECOMMENDATION / SUMMARY																													
	<h2 data-bbox="789 224 1108 264">Mini PIR - EHS</h2> <table border="1" data-bbox="388 293 1480 883"> <thead> <tr> <th data-bbox="388 293 1184 326">Early Head Start</th> <th data-bbox="1184 293 1339 326"></th> <th data-bbox="1339 293 1480 326"></th> </tr> </thead> <tbody> <tr> <td data-bbox="388 326 1184 358">A.10g Cumulative Enrollment of Children</td> <td data-bbox="1184 326 1339 358" style="text-align: center;">360</td> <td data-bbox="1339 326 1480 358"></td> </tr> <tr> <td data-bbox="388 358 1184 456">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.</td> <td data-bbox="1184 358 1339 456" style="text-align: center;">8</td> <td data-bbox="1339 358 1480 456" style="text-align: center;">2.22%</td> </tr> <tr> <td data-bbox="388 456 1184 488">C.8a The number who have received or are receiving medical treatment.</td> <td data-bbox="1184 456 1339 488" style="text-align: center;">26</td> <td data-bbox="1339 456 1480 488" style="text-align: center;">7.22%</td> </tr> <tr> <td data-bbox="388 488 1184 521">C.1.a Number enrolled in Medicaid and /or CHIP</td> <td data-bbox="1184 488 1339 521" style="text-align: center;">282</td> <td data-bbox="1339 488 1480 521" style="text-align: center;">78.33%</td> </tr> <tr> <td data-bbox="388 521 1184 553">C1 Number of all children with health insurance</td> <td data-bbox="1184 521 1339 553" style="text-align: center;">307</td> <td data-bbox="1339 521 1480 553" style="text-align: center;">85.28%</td> </tr> <tr> <td data-bbox="388 553 1184 748">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)</td> <td data-bbox="1184 553 1339 748" style="text-align: center;">4</td> <td data-bbox="1339 553 1480 748" style="text-align: center;">1.11%</td> </tr> <tr> <td data-bbox="388 748 1184 846">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.</td> <td data-bbox="1184 748 1339 846" style="text-align: center;">0</td> <td data-bbox="1339 748 1480 846" style="text-align: center;">0.00%</td> </tr> <tr> <td data-bbox="388 846 1184 878">C.45 Number of families that received at least one program services to promot</td> <td data-bbox="1184 846 1339 878" style="text-align: center;">81</td> <td data-bbox="1339 846 1480 878"></td> </tr> </tbody> </table> <p data-bbox="388 938 1230 971">Haydee Illan, Accountant III, presented the following financial reports:</p> <ul data-bbox="426 976 1976 1214" style="list-style-type: none"> • 2021-2022 Head Start Program: In March 2023, year-to-date cash expenditures were \$1,868,161 YTD, representing 25% of the program budget. • 2021-2022 Early Head Start Program: In March 2023, year-to-date cash expenditures were \$606,657 YTD, representing 25% of the program budget. ❖ Credit Card expenditures for all programs, including Head Start and Early Head Start, for March 2023 were \$2,568.63 ❖ Child and Adult Care Food Program: March 2023, total meals served, including breakfast, lunch, and supplements, were 19,944. With a claim reimbursement of \$57.255. 			Early Head Start			A.10g Cumulative Enrollment of Children	360		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.	8	2.22%	C.8a The number who have received or are receiving medical treatment.	26	7.22%	C.1.a Number enrolled in Medicaid and /or CHIP	282	78.33%	C1 Number of all children with health insurance	307	85.28%	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)	4	1.11%	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.	0	0.00%	C.45 Number of families that received at least one program services to promot	81	
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Report: Community Assessment	<p data-bbox="378 1260 1934 1292">Christina Reich, Division Manager, presented on the Community Assessment-Key Findings of the 2023 CSB Community Assessment</p> <p data-bbox="378 1333 533 1365">Demography</p> <ul data-bbox="426 1370 1325 1403" style="list-style-type: none"> ▶ County population has grown since 2020 by 1% for a total of 1,161,643 																													

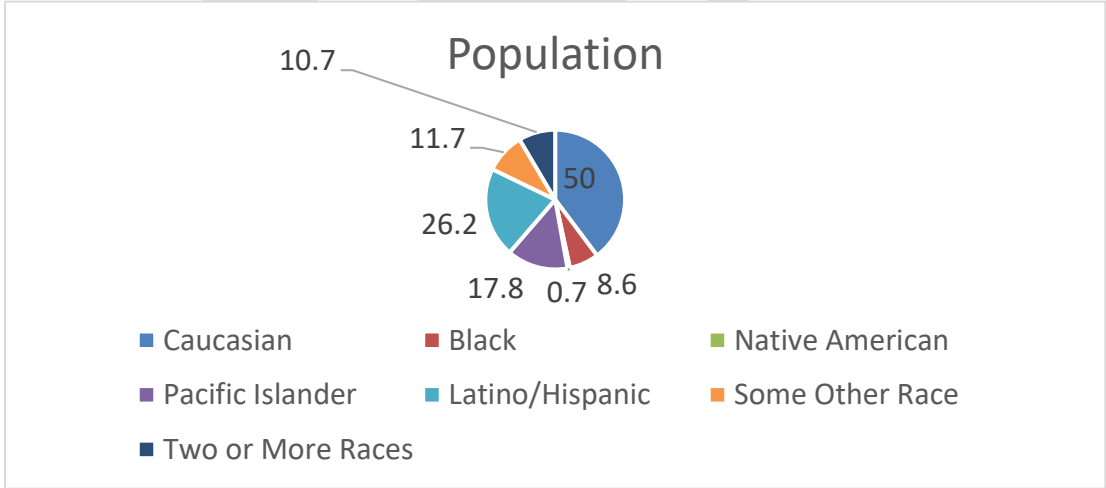
TOPIC	RECOMMENDATION / SUMMARY
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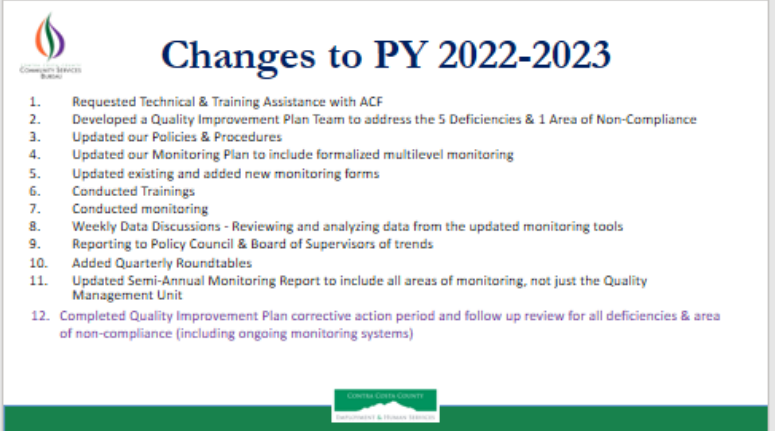
Economy

- Only 11% of county homes are affordable to median-income earners, down 9% since 2022.
- Median monthly rents rose 6% in since 2021, with 51% of renter occupied units being unaffordable.
- Homelessness rose by 4% in 2023 and 1,889 students are homeless.
- Unemployment rate is 3.9%, lower than the state at 4.3%


Population by Race and Ethnicity



TOPIC	RECOMMENDATION / SUMMARY
	<p>Poverty</p> <ul style="list-style-type: none"> • Contra Costa residents living below the Federal Poverty Level = 8% (94,523), up 2% from 2020. • CalWORKs cases rose 6% in the county, with 5,944 grant cases • SNAP cases rose 13%, with 27,449 receiving this benefit • Cash public assistance cases are up 19% with 10,746 receiving this benefit <p>Health Indicators</p> <ul style="list-style-type: none"> • Only 30% of low-income children 0-5 had a dental visit in 2022. • 7% of births in the county in 2022 are low birthweight and 26% of women with live births had low weight gain during pregnancy; 14% women with live births experienced food insecurity. These represent small increases for each category (1%). • Infant mortality in the county was slightly up to 3.6 per 1,000 in 2022. • COVID-19: As of April 2023, there were 274,856 cases with 1,571 deaths in the county. • 11% of children aged 1-17 in the county have asthma and are at risk due to poor air quality. • Opioid deaths rose 27% since 2020 (183). <p>Safety</p> <ul style="list-style-type: none"> • Homicide rate is slightly up at 5.9 in the county as compared to 5.2 statewide. • Domestic violence calls in the county fell 13% to 2,771 in 2021; there was a 32% reduction in substantiated cases for a total of 509. <p>There were 9,082 child abuse allegations involving children 0-5 in the county in 2022, down 4% from 2020</p> <p>Education</p> <ul style="list-style-type: none"> • About 13,770 (52%) of the county's 3-4-year-olds attend school, down 818 or 6% since 2020. • TK enrollment fell 10% in 2022, while statewide it fell 12%. • Chronic absenteeism rose to 27% in 2022 and the graduation rate rose one point to 91%. <p>Head Start Eligible Population</p> <ul style="list-style-type: none"> • In 2023-24, the following population is Head Start eligible: <ul style="list-style-type: none"> ○ 8,316 0-2-year-olds (up 6%) <ul style="list-style-type: none"> ▪ Of the number above, 2,510 include pregnant women (up 19%) ○ 6,272 3-5-year-olds (up 2%) <p>Questions?</p>
<p>Report: Semi-Annual Monitoring</p>	<p>Amanda Cleveland, Administrative Assistant III, provided an overview of the 2022-2023 Semi-Annual Monitoring Report.</p>

TOPIC	RECOMMENDATION / SUMMARY	
		
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TOPIC **RECOMMENDATION / SUMMARY**



The Monitoring Report Includes:

Center Level Monitoring:

1. Daily Facility Safety Checklist
2. Daily Teacher Playground Safety Checklist
3. Daily Health and Safety Classroom Checklist
4. Monthly Playground Safety Checklist


Content Area Monitoring:

5. CSB Child Safety & Transition
6. CACFP Monitoring
7. Health & Safety Checklists
8. On-Site Content Area Monitoring Tool
9. CEU File Eligibility
10. CEU Over Income Eligibility
11. Sr. Administrative Management Observation Tool


Quality Management Unit:

12. *QMU File Reviews: Need & Eligibility, Comprehensive Services & Education
13. Center Monitoring
14. Personnel File Review
15. *Infant/Toddler Environment Rating Scale (ITERS)
16. *Early Childhood Environment Rating Scale (ECERS)
17. Home Based Socialization & Home Visit
18. *Head Start Health & Safety Screener
19. Child Nutrition Unit (CNU) Health & Safety Checklist
20. *Classroom Assessment Scoring System (CLASS)
21. Curriculum Fidelity- Infant & Toddler
22. Curriculum Fidelity- Preschool

* The data from these items is from Period 1 however, is included as this is the final roll up for the entire program year.




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Monitoring Compliance Rates

Monitoring Level	Monitoring Tool	Overall Compliance Period 1	Overall Compliance Period 2
Agency Level Monitoring Tools	File Review: Need & Eligibility	93%	N/A
	File Review: Comprehensive Services	85%	N/A
	File Review: Education	91%	N/A
	Center Monitoring	N/A	93%
	Personnel Binder File Review	N/A	97%
	Infant/Toddler Environment Rating Scale (ITERS)	*Above 6	N/A
	Early Childhood Environmental Rating Scale (ECERS)	*Above 6	N/A
	Home Visiting Program	100%	100%
	Head Start Health & Safety Screener	91%	N/A
	Fidelity Review: Child Nutrition Unit Health & Safety Monitoring Tool	75%	100%
Classroom Level Monitoring Tools	Classroom Assessment Scoring System (CLASS)	*Above Average	N/A
	Curriculum Fidelity: Infant & Toddler	N/A	94%
	Curriculum Fidelity: Preschool	N/A	92%




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Monitoring Compliance Rates

Monitoring Level	Monitoring Tool	Overall Compliance Period 1	Overall Compliance Period 2
Center Level Monitoring Tools	Daily Facility Safety Checklists	45%	97%
	Daily Teacher Playground Checklists	88%	98%
	Daily Health & Safety Classroom Checklists	96%	99.9%
	Monthly Playground Checklists	66%	99%
Content Area Level Monitoring Tools	Child Safety & Transition Monitoring	97%	98%
	CACFP Center Monitoring Review (Directly Operated Only)	95%	97%
	Health & Safety Checklists	48%	99%
	Onsite Content Area Monitoring Tool	94%	95%
	CEU Eligibility Monitoring Tool	83%	90%
	CEU Over Income Eligibility Monitoring Tool	83%	92%
Senior Administrative Management (SAM) Tool		92%	98%




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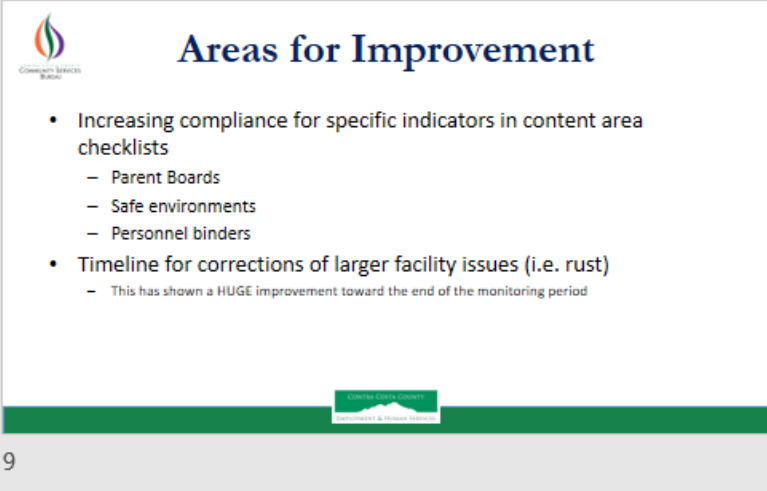
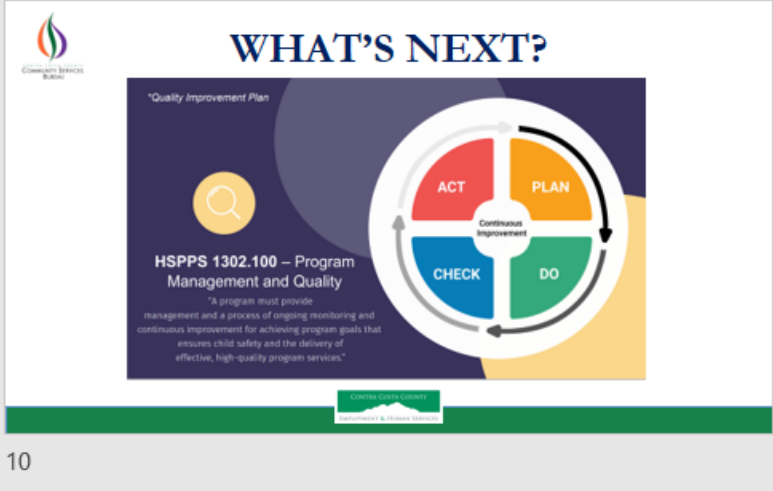


Strengths



- Shifted focus from “completion” to “compliance”
- Overall improvement in compliance rates across tools
- Positive interactions between teachers and children continues to trend highly across tools
- Ongoing professional development focused on health, safety and supervision is evident in the overall monitoring data
- Preventable non-compliances continued to decrease during Period 2.



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TOPIC	RECOMMENDATION / SUMMARY
	<div style="display: flex; justify-content: space-around;"> <div style="width: 45%;">  <p>Areas for Improvement</p> <ul style="list-style-type: none"> Increasing compliance for specific indicators in content area checklists <ul style="list-style-type: none"> Parent Boards Safe environments Personnel binders Timeline for corrections of larger facility issues (i.e. rust) <ul style="list-style-type: none"> This has shown a HUGE improvement toward the end of the monitoring period </div> <div style="width: 45%;">  <p>WHAT'S NEXT?</p> <p>"Quality Improvement Plan"</p> <p>Continuous Improvement Cycle: ACT, PLAN, DO, CHECK</p> <p>HSPPS 1302.100 – Program Management and Quality</p> <p>"A program must provide management and a process of ongoing monitoring and continuous improvement for achieving program goals that ensures child safety and the delivery of effective, high-quality program services"</p> </div> </div>
Subcommittee Updates	There were no subcommittee updates.
2022 – 2023 Policy Council Recognition	Michelle Mankewich, Administrative Assistant III , thanked all the Policy Council Representatives for their active participation during the 2022-2023 Policy Council year.
Site Reports	<p>Ambrose</p> <ul style="list-style-type: none"> Parents and teachers work together during the parent workday on June 17, 2023. The end of the school year Celebration was celebrated on June 30, 2023, with activities for the parents and families. Welcoming our new families and returning families for the new school year. The infant room is open, and there are new infants enrolled. Ms. Parichat Calderon is the new Lead Infant/ Toddler Teacher in Classroom A. Box planters outside were repainted. Bella Merrill, the Librarian, came to share book stories and new songs. Transition information was given to the parents to support their children with transitions. Ms. Eddy of Tandem came to read stories with the children. <p>Bayo Vista</p> <ul style="list-style-type: none"> Bayo-Vista is celebrating a successful start to the new school year. We received a lot of new materials and activities for each classroom. We look forward to enrolling more children on our site and continuing to provide quality care and support to each family.

TOPIC	RECOMMENDATION / SUMMARY
	<ul style="list-style-type: none"> ○ Alarmed Gates on the preschool playground were serviced, Ceiling Lights for both rooms #2 and #3 were replaced, and Emergency Bins were replenished with new supplies. ○ Room #3 and Room# 2 are working with the children's new environments, routines, and classroom expectations. ○ Bayo-Vista families received information from Public Health immunization clinics about Heat-Related Illnesses. <p>George Miller</p> <ul style="list-style-type: none"> ○ At the beginning of the school year, new children have started adjusting well. ○ Board of Supervisor Carlson came in June to tour the site. ○ The Librarian came and read to the children. ○ Parents received information on oral health, toothbrushing, and developmental stages. <p>Lavonia Allen</p> <ul style="list-style-type: none"> ○ Lavonia Allen said goodbye to 14 students who will transition to kindergarten. ○ Mentoring a new TAT, Mr. Christopher Martinez. ○ Librarian, Bella Merrill, came to read and sign to the children. <p>Los Arboles</p> <ul style="list-style-type: none"> ○ Los Arboles staff welcomed our new children and their families to the program. The preschool classroom is working on the beginning of the year study and establishing the classroom rules. Teachers are spending time to get to know the children and their families. ○ The toddler room has a new play kitchen set, the preschool has a new sandbox, and the staff room has a new sofa. Children are working on the beginning of school year study. <p>Los Nogales</p> <ul style="list-style-type: none"> ○ Los Nogales staff welcomed our new children and their families to the program. The classroom is working on the beginning of the year study and establishing the classroom rules. Teachers are spending time to get to know the children and their families. <p>Riverview</p> <ul style="list-style-type: none"> ○ We have a new piece of play equipment in our yard. It's a little marketplace, and the children love it. ○ Both classrooms are working on the beginning of the school year study. ○ The Librarian comes on the 1st Friday of the month to read with the children.
Announcements	<p>Christina Reich, Division Manager, "Parking Lot", a place to note meeting topics not in agenda:</p> <ul style="list-style-type: none"> ● Safety Trainings for families <p>Michelle Mankewich, ASA III, provided the following announcements and resources CSB Connect Friday Flyers shared QR code to access weekly resources.</p>

TOPIC	RECOMMENDATION / SUMMARY	
	<div data-bbox="478 181 915 493" style="border: 1px solid black; padding: 5px; background-color: #008000; color: white; text-align: center;"> <p>Let's CSB Connect from your cellphone!</p>  <ul style="list-style-type: none"> • Scan the QR Code with your cell phone • Select the bar menu button  • Select Public Announcements to link to CSB Friday Flyers. <p>Every Friday, family resources are posted containing information you might be interested in accessing.</p> <p>Check it out!</p> </div> <ul style="list-style-type: none"> • September Policy Council – in-person meeting <ul style="list-style-type: none"> ○ Policy Council Executive Meeting: September 6, 2023. ○ Policy Council Orientation September 23, 2023. ○ Policy Council Business meeting (Out of Cycle Meeting): September 27, 2023 	
	<p style="text-align: center;"><u>Pluses / +</u></p> <ul style="list-style-type: none"> • That's information from previous months is still covered even if a meeting was not able to happen. • CSB providing Child Care, the need was expressed and CSB made it happen. 	<p style="text-align: center;"><u>Deltas / Δ</u></p> <ul style="list-style-type: none"> • None

Interim Director's Report to the Policy Council – September 2023

Welcome New and Returning Policy Council Members: I want to extend a warm welcome to you all – both new and returning Policy Council members. I hope you all enjoyed your orientation last week and learned a lot.

Safety is our TOP priority: If you see something, say something! Have you heard that saying? Please make sure that you notify staff if you see any safety concerns and help us to remind our parents to keep safety in the forefront of everything we do.

Quality Improvement Plan Report: We are anxiously awaiting the result of our Federal Review in July, which will tell us whether we cleared our deficiencies as corrected in our Quality Improvement Plan. We hope to hear something in October or early November and will let you know right away. For the new people, our corrections were in the areas of fiscal operations, ongoing monitoring, governance, and reporting.

Competitive Grant Application: Staff are working with grant writers to develop a winning grant application for the next five years for our Head Start program. At the time of the writing of this report, we were still waiting for the funding opportunity to be published. You will hear more about this in our meeting tonight. We need your input.

Attendance Matters: As we begin a new program year, it is very important to bring your child to school every day, except when they are sick. Our program is a school readiness program – everything we teach your child is with the goal of succeeding throughout their time in school. These foundational years are so important. You are leaders, elected by the parents at your site, and we look to you to share this message.

Hiring and Enrollment: As leaders, you play an important role here at CSB and in your communities. We are hiring teachers and enrolling children and the single best form of recruitment is word of mouth! Please help us by spreading the word!

Thank you!

Enrollment and Attendance Report to Policy Council August 2023

Enrollment:

- **HS – 42.73%**
- **EHS & EHS-CCP2 – 62.92%**

Attendance:

- **HS – 84.71%**
- **EHS & EHS-CCP2 – 84.81%**

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

Informe de Inscripción y Asistencia al Consejo de Políticas Augusto 2023

Inscripción:

Inscripción:

- **HS – 42.73%**
- **EHS & EHS-CCP2 – 62.92%**

Asistencia:

- **HS – 84.71%**
- **EHS & EHS-CCP2 – 84.81%**

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

Tool Completion Rates for Center Monitoring: July & August 2023

Tools	Overall Compliance Rate	Trends in Tools
Daily Facility Checklist	98.5%	<ul style="list-style-type: none"> - All non-compliances occurred at a rate less than 5% - Top non-compliance was “Outdoor environment(s) are free of weeds & leaves” at a rate of 4.7%
Daily Health & Safety Classroom Checklist	99.9%	<ul style="list-style-type: none"> - All non-compliances that occurred were at a rate less than 1% - Top non-compliance was “All cabinets are secured and locked” at a rate of 0.6%
Daily Teacher Playground Safety Checklist	99.8%	<ul style="list-style-type: none"> - All non-compliances that occurred were at a rate less than 1% - Top non-compliance was “Litter: The area is free of glass, sharp objects, animal feces branches, wasps nests, and abandoned clothing” at a rate of 0.4%
Monthly Playground Safety Checklist	99.4%	<ul style="list-style-type: none"> - Only three (3) of sixteen (16) indicators had non-compliances - Top non-compliance was “ Rust: No rust is visible” occurring at a rate of 5.6%
*On-Site Content Area Review	96.4%	<ul style="list-style-type: none"> - Top non-compliance was Parent Board missing most recent site Parent Meeting minutes. - No other non-compliances occurring at a rate above 8%

*On-Site Content Area Review is completed 3x a year per classroom by CSMs; data shown is from monitoring period from May – August 2023

You may notice the CSB Transition & Safety Checklist is excluded in this report. The managers who complete this tool in classrooms have completed the monitoring cycle and will resume on October 1st. We will include this data again in your November report.

MINI PIR FOR PC - SEPTEMBER 2023

Head Start		
A.12 Cumulative Enrollment	622	
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.	28	4.50%
C.8a The number who have received or are receiving medical treatment.	90	14.47%
C.19 Number of all children, including those enrolled in Medicaid or CHIP, who have completed a professional dental examination during the program year.	123	19.77%
C19.a.1 Of these, the number of children who have received or are receiving dental treatment.	9	1.45%
C.1.a Number enrolled in Medicaid and /or CHIP	413	66.40%
C1 Number of all children with health insurance	493	79.26%
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	87	13.99%
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.	74	11.90%
C.45 Number of families that received at least one program services to promote family outcomes.	313	
Early Head Start		
A.10g Cumulative Enrollment of Children	405	
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.	12	2.96%
C.8a The number who have received or are receiving medical treatment.	29	7.16%
C.1.a Number enrolled in Medicaid and /or CHIP	324	80.00%
C1 Number of all children with health insurance	352	86.91%
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)	4	0.99%
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.	28	6.91%
C.45 Number of families that received at least one program services to promote family outcomes.	112	

CONTRA COSTA COUNTY - COMMUNITY SERVICES BUREAU
2023 EARLY HEAD START PROGRAM

BUDGET PERIOD JANUARY - DECEMBER 2023
AS OF JUNE 2023

1	2	3	4	5
DESCRIPTION	Total Budget	Remaining Budget	Total YTD Actual	Should be 50% % YTD
a. PERSONNEL	3,469,789	2,842,684	627,104.70	18%
b. FRINGE BENEFITS	1,462,739	1,105,136	357,602.69	24%
c. TRAVEL	22,185	22,185	-	0%
d. EQUIPMENT	70,000	28,793	41,207.27	
e. SUPPLIES	483,500	437,905	45,595.33	9%
f. CONTRACTUAL	3,653,613	2,734,953	918,660.43	25%
g. CONSTRUCTION	-	-	-	0%
h. OTHER	4,600,305	4,506,659	93,645.60	2%
I. TOTAL DIRECT CHARGES	13,762,131	11,678,315	2,083,816.02	38%
j. INDIRECT COSTS	557,866	525,531	32,334.64	6%
k. TOTAL-ALL BUDGET CATEGORIES	14,319,997	12,203,846	2,116,150.66	15%
<i>In-Kind (Non-Federal Share)</i>	<i>3,082,170</i>	<i>2,553,133</i>	<i>529,037.67</i>	<i>17%</i>

CONTRA COSTA COUNTY - COMMUNITY SERVICES BUREAU

2023 EARLY HEAD START PROGRAM

BUDGET PERIOD JANUARY - DECEMBER 2023

AS OF JUNE 2023

1	2	3	4	5	6
	Total Budget	Remaining Budget	Total YTD Actual	Should be 50% % YTD	Actual Jun-23
a. Salaries & Wages (Object Class 6a)					
Permanent 1011	2,864,923	2,238,570	626,353	22%	86,483
Temporary 1013	604,866	604,115	751	0%	-
a. PERSONNEL (Object class 6a)	3,469,789	2,842,684	627,105	18%	86,483
b. FRINGE BENEFITS (Object Class 6b)					
Fringe Benefits	1,462,739	1,105,136	357,603	24%	74,522
b. FRINGE (Object Class 6b)	1,462,739	1,105,136	357,603	24%	74,522
c. Travel (Object Class 6c)					
HS Staff	22,185	22,185	-		-
c. TRAVEL (Object Class 6c)	22,185	22,185	-	0%	-
d. EQUIPMENT (Object Class 6d)	70,000	28,793	41,207		25,973
e. SUPPLIES (Object Class 6e)					
1. Office Supplies	45,000	27,532	17,468	39%	1,246
2. Child and Family Services Supplies (Includes classroom Supplies)	125,000	98,049	26,951	22%	796
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	9,824	1,176	11%	753
Employee Health and Welfare costs (formerly Employee morale)	7,500	7,500	-	0%	-
TOTAL SUPPLIES (6e)	483,500	437,905	45,595	9%	2,795
f. CONTRACTUAL (Object Class 6f)					
1. Adm Svcs (e.g., Legal, Accounting, Temporary Contracts)	62,000	34,279	27,721	45%	-
2. Health/Disabilities Services	-	-	-		-
Health Consultant	23,050	15,130	7,920	34%	2,080
5. Training & Technical Assistance - PA11	-	-	-		-
One Solution Technology	100,000	100,000	-	0%	-
Leadership Trainings/Seminars/Worshops	55,000	50,431	4,569	8%	4,471
Demographic/Data Research	50,000	37,363	12,638	25%	3,000
Practice Based Coaching/Classroom Observation	40,000	32,264	7,736	19%	2,048
Family Development Credential/Reflective Practice	40,000	44,019	(4,019)	-10%	-
Reflective Supervision	75,000	75,000	-	0%	-
8. Other Contracts	-	-	-		-
New Partnership	485,053	485,053	-	0%	-
Aspiranet	1,024,205	559,325	464,880	45%	154,960
Crossroads	207,876	135,076	72,800	35%	43,680
KinderCare	323,502	273,582	49,920	15%	24,960
Tiny Toes	53,917	37,277	16,640	31%	4,160
YMCA (West)	434,291	333,767	100,524	23%	-
YMCA (East)	679,719	522,387	157,332	23%	157,332
f. CONTRACTUAL (Object Class 6f)	3,653,613	2,734,953	918,660	25%	396,691
g. CONSTRUCTION (6g)	-	-	-		-
h. OTHER (Object Class 6h)					
2. Bldg Occupancy Costs/Rents & Leases	40,000	20,474	19,526	49%	4,712
4. Utilities, Telephone	12,000	7,443	4,557	38%	3,027
6. Bldg. Maintenance/Repair and Other Occupancy	1,062,000	1,032,343	29,657	3%	776
7. Incidental Alterations/Renovations	450,202	450,182	20	0%	-
8. Local Travel (55.5 cents per mile effective 1/1/2012)	8,000	7,948	52	1%	46
9. Nutrition Services	-	-	-		-
Child Nutrition Costs	5,000	4,933	67	1%	10
(CCFP & USDA Reimbursements)	-	868	(868)		-
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	(1,911)	2,411	482%	1,742
Data Processing/Other Services & Supplies	10,000	6,585	3,415	34%	-
15. Publications/Advertising/Printing	-	-	-		-
Recruitment Advertising (Newspaper, Brochures)	150,123	148,947	1,176	1%	-
16. Training or Staff Development	-	-	-		-
Agency Memberships (WIPFLI, Meeting Fees, NHSA, NAEYC, et	18,000	16,206	1,794	10%	325
Staff Trainings/Dev. Conf. Registrations/Memberships - PA11	111,533	111,076	457	0%	7
17. Other	-	-	-		-
Site Security Guards	21,000	20,399	601	3%	515
Vehicle Operating/Maintenance & Repair	16,000	9,405	6,595	41%	1,597
Equipment Maintenance Repair & Rental	17,978	17,555	423	2%	-
Dept. of Health and Human Services-data Base (CORD)	1,000	1,000	-	0%	-
Other Operating Expenses (Facs Admin/Other admin)	80,000	57,238	22,762	28%	25,578
Comprehensive Services with State Child Development Program	2,549,969	2,549,969	-	0%	-
h. OTHER (6h)	4,600,305	4,506,659	93,646	2%	38,336
I. TOTAL DIRECT CHARGES (6a-6h)	13,762,131	11,678,315	2,083,816	15%	624,800
j. INDIRECT COSTS	557,866	525,531	32,335	6%	12,294

CONTRA COSTA COUNTY - COMMUNITY SERVICES BUREAU

2023 EARLY HEAD START PROGRAM

BUDGET PERIOD JANUARY - DECEMBER 2023

AS OF JUNE 2023

1	2	3	4	5	6
	Total Budget	Remaining Budget	Total YTD Actual	Should be 50% % YTD	Actual Jun-23
k. TOTALS (ALL BUDGET CATEGORIES)	14,319,997	12,203,846	2,116,151	15%	637,094
<i>Non-Federal Share (In-kind)</i>	<i>3,082,170</i>	<i>2,553,133</i>	<i>529,038</i>	<i>17%</i>	<i>159,273</i>

CONTRA COSTA COUNTY - COMMUNITY SERVICES BUREAU
2023 HEAD START PROGRAM
BUDGET PERIOD JANUARY - DECEMBER 2023
AS OF JUNE 2023

1	2	3	4	5
DESCRIPTION	Total Budget	Remaining Budget	Total YTD Actual	Should be 50% %YTD
a. PERSONNEL	\$ 5,554,577	\$ 3,490,425	\$ 2,064,152	37%
b. FRINGE BENEFITS	3,137,914	1,739,126	1,398,788	45%
c. TRAVEL	76,765	76,765	-	0%
d. EQUIPMENT	100,000	45,095	54,905	1
e. SUPPLIES	1,179,933	956,590	223,343	19%
f. CONTRACTUAL	4,777,917	4,216,937	560,980	12%
g. CONSTRUCTION	500,000	500,000	-	0%
h. OTHER	5,575,808	4,941,292	634,516	11%
I. TOTAL DIRECT CHARGES	\$ 20,902,914	\$ 15,966,230	\$ 4,936,684	24%
j. INDIRECT COSTS	967,376	823,315	144,061	15%
k. TOTAL-ALL BUDGET CATEGORIES	\$ 21,870,290	\$ 16,789,545	\$ 5,080,745	23%
<i>In-Kind (Non-Federal Share)</i>	<i>\$ 4,333,308</i>	<i>\$ 3,063,122</i>	<i>\$ 1,270,186</i>	<i>29%</i>

CONTRA COSTA COUNTY - COMMUNITY SERVICES BUREAU

2023 HEAD START PROGRAM

BUDGET PERIOD JANUARY - DECEMBER 2023

AS OF JUNE 2023

1	2	3	4	5	6
	Total Budget	Remaining Budget	Total YTD Actual	Should be 50% % YTD	Actual Jun-23
a. Salaries & Wages (Object Class 6a)					
Permanent 1011	5,297,656	3,315,697	1,981,959	37%	328,291
Temporary 1013	256,921	174,727	82,194	32%	10,101
a. PERSONNEL (Object class 6a)	5,554,577	3,490,425	2,064,152	37%	338,392
b. FRINGE BENEFITS (Object Class 6b)					
Fringe Benefits	3,137,914	1,739,126	1,398,788	45%	269,192
b. FRINGE (Object Class 6b)	3,137,914	1,739,126	1,398,788	45%	269,192
c. Travel (Object Class 6c)					
HS Staff	76,765	76,765	-	0%	-
c. TRAVEL (Object Class 6c)	76,765	76,765	-	0%	-
d. EQUIPMENT (Object Class 6d)	100,000	45,095	54,905	55%	46,877
e. SUPPLIES (Object Class 6e)					
1. Office Supplies	83,433	58,542	24,891	30%	3,099
2. Child and Family Services Supplies (Includesclass	245,000	231,502	13,498	6%	2,379
4. Other Supplies					
Health and Safety Supplies	1,000	1,000	-	-	-
Computer Supplies, Software Upgrades, Compute	800,000	615,925	184,075	23%	-
Health/Safety Supplies	5,000	5,000	-	0%	-
Mental helath/Diasabilities Supplies	1,500	1,500	-	0%	-
Employee Morale	36,500	35,622	878	2%	835
Household Supplies	7,500	7,500	-	-	-
TOTAL SUPPLIES (6e)	1,179,933	956,590	223,343	19%	6,313
f. CONTRACTUAL (Object Class 6f)					
1. Adm Svcs (e.g., Legal, Accounting, Temporary Coi	103,000	36,415	66,585	65%	-
2. Health/Disabilities Services	-	-	-	-	-
Health Consultant	64,500	31,901	32,599	51%	8,320
5. Training & Technical Assistance - PA11	-	-	-	-	-
Leadership Trainings/Seminars/Worshops	52,185	44,480	7,705	15%	6,205
Demogtaphic/Data Research	37,000	25,309	11,691	32%	2,460
Practice Based Coaching/Classroom Observatic	35,000	675	34,325	98%	17,500
Family Development Credential/Reflective Prac	15,000	8,757	6,243	42%	-
Reflective Supervision	55,000	55,000	-	0%	-
7. Delegate Agency Costs					
YMCA Delegate Agency PA22	2,549,116	2,348,836	200,280	8%	200,280
YMCA Delegate Agency PA20	8,000	8,000	-	0%	-
8. Other Contracts					
New Partnership	129,137	129,137	-	0%	-
KinderCare	44,262	40,518	3,744	8%	1,872
Tiny Toes	92,787	64,707	28,080	30%	5,616
YMCA-West	763,265	593,537	169,728	22%	-
YMCA-East	829,665	829,665	-	0%	-
f. CONTRACTUAL (Object Class 6f)	4,777,917	4,216,937	560,980	12%	242,253
g. CONSTRUCTION (Object Class 6g)					
h. OTHER (Object Class 6h)					
2. Bldg Occupancy Costs/Rents & Leases (Rents & Leases/Other Income)	350,000	144,544	205,456	59%	42,966
4. Utilities, Telephone	141,000	96,911	44,089	31%	39,194
5. Building and Child Liability Insurance	5,000	2,689	2,312	46%	-
6. Bldg. Maintenance/Repair and Other Occupancy	1,637,000	1,540,398	96,602	6%	18,355
8. Local Travel (55.5 cents per mile effective 1/1/20	20,000	14,222	5,778	29%	2,932
9. Nutrition Services					
Child Nutrition Costs	380,000	248,310	131,690	35%	18,626
(CCFP & USDA Reimbursements)	(60,000)	(23,824)	(36,176)	60%	-
13. Parent Services					
Parent Conference Registration - PA11	1,060	1,060	-	0%	-
PC Orientation, Trainings, Materials & Translation	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	(180)	3,180	106%	1,888
Data Processing/Other Services & Supplies	23,000	14,938	8,062	35%	-
15. Publications/Advertising/Printing					
Outreach/Printing	1,000	(202)	1,202	120%	-
Recruitment Advertising (Newspaper, Brochures)	135,877	131,175	4,702	3%	259
16. Training or Staff Development					
Agency Memberships (WIPFLI, Meeting Fees, N	19,000	17,300	1,700	9%	(188)
Staff Trainings/Dev. Conf. Registrations/Member	402,998	391,891	11,107	3%	1,547
Mental Health, Disabilities, Health and Safety Tr	4,500	3,331	1,169	26%	1,169
17. Other					
Site Security Guards	40,000	29,276	10,724	27%	8,522
Dental/Medical Services	1,000	1,000	-	0%	-
Vehicle Operating/Maintenance & Repair	130,000	77,352	52,648	40%	8,944
Equipment Maintenance Repair & Rental	308,000	306,056	1,944	1%	-
Dept. of Health and Human Services-data Base (C	10,000	4,943	5,057	51%	-
Other Operating Expenses (Facs Admin/Other ad	250,000	165,404	84,596	34%	70,809
Other Departmental Expenses	1,060,287	1,060,287	-	0%	-
h. OTHER (6h)	5,575,808	4,941,292	634,516	11%	215,023
i. TOTAL DIRECT CHARGES (6a-6h)	20,902,914	15,966,230	4,936,684	24%	1,118,051
j. INDIRECT COSTS	967,376	823,315	144,061	15%	35,960
k. TOTALS (ALL BUDGET CATEGORIES)	21,870,290	16,789,545	5,080,745	23%	1,154,011
<i>Non-Federal Share (In-kind)</i>	<i>4,333,308</i>	<i>3,063,122</i>	<i>1,270,186</i>	<i>29%</i>	<i>288,503</i>

SUMMARY CREDIT CARD EXPENDITURE
June 2023

Stat. Date	Amount	Program	Purpose/Description
06/22/23	\$1,428.00	Indirect Admin Costs	Books, Periodicals
06/22/23	\$468.00	HS Basic Grant	Books, Periodicals
	\$1,896.00		
06/22/23	\$63.64	Comm. Svc Block Grant	Misc Services/Supplies
06/22/23	\$63.64	Comm. Svc Block Grant	Misc Services/Supplies
06/22/23	\$481.38	Comm. Svc Block Grant	Misc Services/Supplies
06/22/23	\$460.80	Comm. Svc Block Grant	Misc Services/Supplies
06/22/23	\$356.98	Head Start T & TA	Other Travel Employees
06/22/23	\$152.99	EHS T & TA	Other Travel Employees
06/22/23	\$356.98	Head Start T & TA	Other Travel Employees
06/22/23	\$152.99	EHS T & TA	Other Travel Employees
06/22/23	\$298.50	HS Basic Grant	Misc Services/Supplies
06/22/23	\$25.23	Head Start T & TA	Misc Services/Supplies
06/22/23	\$333.58	HS Basic Grant	Misc Services/Supplies
06/22/23	\$307.92	HS Basic Grant	Misc Services/Supplies
06/22/23	\$44.97	HS Basic Grant	Misc Services/Supplies
06/22/23	\$44.97	HS Basic Grant	Misc Services/Supplies
06/22/23	\$130.55	HS Basic Grant	Misc Services/Supplies
	\$3,275.12		
06/22/23	\$28.95	Indirect Admin Costs	Office Exp
	\$28.95		
	\$5,200.07		

Agency: Community Services Bureau

Month: July 2023

Stat. Date	Amount	Program	Purpose/Description
	\$0.00		
07/24/23	\$75.65	EHS Basic Grant	Books/Periodicals
07/24/23	\$72.40	EHS Basic Grant	Books/Periodicals
07/24/23	\$75.65	EHS Basic Grant	Books/Periodicals
07/24/23	\$802.70	EHS Basic Grant	Books/Periodicals
	\$1,026.40		
	\$0.00		
	\$1,026.40		

EHSD/CSB

CHILD NUTRITION FOOD SERVICES

CHILD and ADULT CARE FOOD PROGRAM MEALS SERVED - FY 2023-24

July 2023

12 Approved Sites



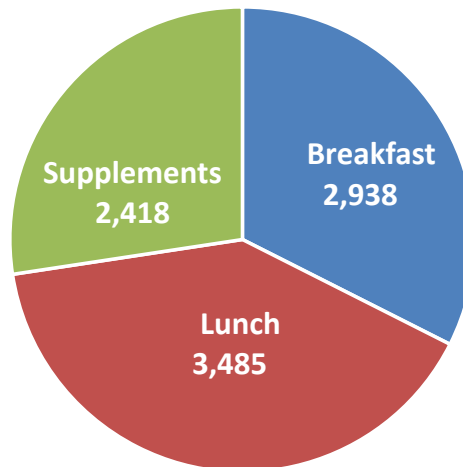
20 Days Meals Served



175 Daily Participation



8,841 Meals Served



Claim Reimbursement

Total: \$ 26,740

Policy Council Parking Lot – August 2023

The following concern was raised by Policy Council members during the 8/16/23 meeting.

- **Child Safety:** CSB should do something special to promote child safety at home and in the community.
 - *Response:*
 - *CSB provides Pedestrian Safety in the month of September to all Head Start children and families; this training also includes home safety tips.*
 - *CSB will celebrate National Child Safety and Protection Month in November in the following ways:*
 - *The Family Newsletter will feature safety tips.*
 - *Weekly Resources: The CSB Health Manager will send out weekly child safety resources via the Friday Flyer.*
 - *CSB will distribute electrical outlet covers, cabinet locks, door knob covers, and mini first aid kits.*
 - *A virtual parent training will be offered in November to support child safety and protection.*

Spanish

Estacionamiento del Consejo de Políticas- agosto de 2023

La siguiente preocupación fue planteada por los miembros del Consejo de Políticas durante la reunión del 8/16/23.

- **Seguridad infantil:** CSB debe hacer algo especial para promover la seguridad infantil en el hogar y en la comunidad.
 - *Respuesta:*
 - *CSB proporciona seguridad peatonal en el mes de septiembre a todos los niños y familias de Head Start; esta capacitación también incluye consejos de seguridad en el hogar.*
 - *CSB celebrará el Mes Nacional de Seguridad y Protección Infantil en noviembre de las siguientes maneras:*
 - *El Boletín Familiar contará con consejos de seguridad.*
 - *Recursos semanales: El gerente de salud de CSB enviará recursos semanales de seguridad infantil a través del folleto del viernes.*
 - *CSB distribuirá cubiertas de enchufes eléctricos, cerraduras de gabinetes, cubiertas de puertas y mini botiquines de primeros auxilios.*
 - *En noviembre se ofrecerá una capacitación virtual para padres para apoyar la seguridad y protección de los niños.*

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