



**CITY OF OAKLAND**  
HUMAN SERVICES DEPARTMENT  
**HEAD START PROGRAM**  
***ADVISORY BOARD MEETING***

**MEETING AGENDA – FINAL**

**Thursday, 2-23-2023**

**3:30-5:00pm**

**Please See the Agenda to Participate in The Meeting**

**Phone/Video Conference**

*Thank you!!*

Pursuant to California Government Code section 54953(e), Head Start Advisory Board Members/Commissioners, as well as City staff, will participate via phone/video conference, and no physical teleconference locations are required.

## PUBLIC PARTICIPATION

The public may participate in this meeting many ways.

**Topic:** *Oakland Head Start Advisory Board Monthly Meeting*

**When:** 2-23-2023; 3:30 PM Pacific Time (US and Canada)

Every month on the Third Thursday, until 6-15-23, 6 occurrence(s), with 2 exceptions of \*2-23-23

- \*2-23-2023; 3:30 PM – fourth Thursday of the month
- 3-16-2023; 3:30 PM
- 4-20-2023; 3:30 PM
- 5-18-2023; 3:30 PM
- 6-15-2023; 3:30 PM

### **How to Join the Webinar:**

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84969541800>

### **Or One tap mobile :**

US: +16699006833,,84029615983# or +16694449171,,84029615983#

### **Or Telephone:**

Dial(for higher quality, dial a number based on your current location):

US: +1 669 900 6833 or +1 669 444 9171 or +1 346 248 7799 or +1 253 215 8782 or +1 312 626 6799 or +1 646 931 3860 or +1 929 205 6099 or +1 301 715 8592

**Webinar ID:** 849 6594 1800

International numbers available: <https://us02web.zoom.us/j/84969541800>

### **COMMENT:**

DUE TO THE SUSPENSION OF THE SUNSHINE ORDINANCE ALL PUBLIC COMMENT ON ACTION ITEMS WILL BE TAKEN AT THE BEGINNING OF THE MEETING UNDER ITEM I. COMMENT FOR ITEMS NOT ON THE AGENDA WILL BE TAKEN UNDER OPEN FORUM AT THE END OF THE MEETING.

### **There are two ways to submit public comments.**

• To comment by Zoom video conference, click the “Raise Your Hand” button to request to speak when Public Comment is being taken on an eligible agenda item at the beginning of the meeting. You will be permitted to speak during your turn, allowed to comment, and after the allotted time, re-muted. Instructions on how to “Raise Your Hand” is available at:

<https://support.zoom.us/hc/en-us/articles/205566129-Raise-Hand-In-Webinar>.

• To comment by phone, please call on one of the above listed phone numbers. You will be prompted to “Raise Your Hand” by pressing “\*9” to speak when Public Comment is taken. You will be permitted to speak during your turn, allowed to comment, and after the allotted time, re-muted. Please unmute yourself by pressing \*6.

If you have any questions, please email **Tracey Black** at [TBlack@oaklandca.gov](mailto:TBlack@oaklandca.gov)



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APPROVED AS TO FORM AND LEGALITY

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OFFICE OF THE CITY CLERK  
OAKLAND

  
CITY ATTORNEY'S OFFICE

## OAKLAND CITY COUNCIL

RESOLUTION NO. 89454 C.M.S.

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**RESOLUTION RENEWING AND CONTINUING THE CITY COUNCIL'S DETERMINATION THAT CONDUCTING IN-PERSON MEETINGS OF THE CITY COUNCIL AND ITS COMMITTEES WOULD PRESENT IMMINENT RISKS TO ATTENDEES' HEALTH, AND ELECTING TO CONTINUE CONDUCTING MEETINGS USING TELECONFERENCING IN ACCORDANCE WITH CALIFORNIA GOVERNMENT CODE SECTION 54953(e), A PROVISION OF AB 361.**

**WHEREAS**, on March 4, 2020, Governor Gavin Newsom declared a state of emergency related to COVID-19, pursuant to Government Code Section 8625, and such declaration has not been lifted or rescinded. (See <https://www.gov.ca.gov/wp-content/uploads/2020/03/3.4.20-Coronavirus-SOE-Proclamation.pdf>); and

**WHEREAS**, on June 17, 2022 Gavin Newsom issued Executive Order N-11-22 reaffirming that a State of Emergency exists in California as a result of COVID-19. (See <https://www.gov.ca.gov/wp-content/uploads/2022/06/6.17.22-COVID-EO-Rollback-signed.pdf>); and

**WHEREAS**, on March 9, 2020, the City Administrator in their capacity as the Director of the Emergency Operations Center (EOC), issued a proclamation of local emergency due to the spread of COVID-19 in Oakland, and on March 12, 2020, the City Council passed Resolution No. 88075 C.M.S. ratifying the proclamation of local emergency pursuant to Oakland Municipal Code (O.M.C.) section 8.50.050(C); and

**WHEREAS**, City Council Resolution No. 88075 remains in full force and effect to date; and

**WHEREAS**, the Centers for Disease Control (CDC) continues to recommend physical distancing of at least six (6) feet whenever possible, avoiding crowds and poorly ventilated spaces, particularly for people who are not fully vaccinated or who are at higher risk of getting very sick from COVID-19. (See <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>); and

**WHEREAS**, the CDC recommends that families with children under 5 and unvaccinated household members continue to take steps to prevent COVID-19 infection including distancing. (See <https://www.cdc.gov/coronavirus/2019-ncov/groups/families-covid-19.html>.); and

**WHEREAS**, the CDC continues to caution that older adults remain more likely to get very sick from COVID-19. (See <https://www.cdc.gov/aging/covid19/covid19-older-adults.html>.); and

**WHEREAS**, the CDC, the California Department of Public Health, and the Alameda County Public Health Department all recommend that people experiencing COVID-19 symptoms or who have tested positive for COVID-19 stay home. (See <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>.); and

**WHEREAS**, the CDC still finds that COVID-19 vaccines are highly effective at preventing severe illness, hospitalizations and death and continues to recommend that all eligible persons get vaccinated for COVID-19 and stay up to date on their COVID-19 vaccines. (See <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>.); and

**WHEREAS**, vaccinated persons may still get COVID-19 and can spread the virus to others. (See <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/effectiveness/why-measure-effectiveness/breakthrough-cases.html>.); and

**WHEREAS**, anyone infected with COVID-19 can spread the virus, even if they do not have symptoms. (See <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-covid-spreads.html>.); and

**WHEREAS**, the City's public-meeting facilities are indoor facilities not designed to ensure circulation of fresh/outdoor air, particularly during periods of cold and/or rainy weather, and were not designed to ensure that attendees can remain six (6) feet apart; and

**WHEREAS**, holding in-person meetings would encourage community members to come to City facilities to participate in local government, and some of them would be at high risk of getting very sick from COVID-19 and/or may live with someone who is at high risk; and

**WHEREAS**, in-person meetings would tempt community members who are experiencing COVID-19 symptoms to leave their homes in order to come to City facilities and participate in local government; and

**WHEREAS**, attendees would use ride-share services and/or public transit to travel to in-person meetings, thereby putting them in close and prolonged contact with additional people outside of their households; and

**WHEREAS**, prior to the September 12, 2022, the City Council had held teleconference meetings since March 27, 2020, but Council had not met for more than 30 days and thus, discontinued the teleconference meetings that were being conducted pursuant to its previous AB 361 findings;

**WHEREAS**, on September 12, 2022, the City Council adopted Resolution No. 89386 C.M.S. determining that conducting in-person meetings would present imminent risks to

attendees' health, and electing to conduct meetings using teleconferencing in accordance with California Government Code section 54953(e), a provision of AB 361; and

**WHEREAS**, by making these new findings that conducting in-person meetings would present imminent risks to attendees' health, and by making a new election to conduct meetings via teleconference, the Council restarted the process, and may elect to continue to meet via teleconference by adopting subsequent resolutions, at least every 30 days, as part of a broader Council agenda, and need not do so on a single -subject agenda; now therefore be it:

**RESOLVED:** that the City Council finds and determines that the foregoing recitals are true and correct and hereby adopts and incorporates them into this Resolution; and be it

**FURTHER RESOLVED:** that, based on these determinations and consistent with federal, state and local health guidance, the City Council renews its determination that conducting in-person meetings would pose imminent risks to the health of attendees; and be it

**FURTHER RESOLVED:** that the City Council firmly believes that the community's health and safety and the community's right to participate in local government, are both critically important, and the City Council is committed to balancing the two by continuing to use teleconferencing to conduct public meetings, in accordance with California Government Code section 54953(e), a provision of AB 361; and be it

**FURTHER RESOLVED:** that the City Council will renew these (or similar) findings at least every thirty (30) days in accordance with California Government Code section 54953(e) until the state of emergency related to COVID-19 has been lifted, or the Council finds that in-person meetings no longer pose imminent risks to the health of attendees, whichever is occurs first.

IN COUNCIL, OAKLAND, CALIFORNIA,

NOV 1 2022

PASSED BY THE FOLLOWING VOTE:

AYES - FIFE, GALLO, KALB, KAPLAN, REID, ~~WAMMERS~~ THAO AND  
PRESIDENT FORTUNATO BAS - 7

NOES - Taylor  
ABSENT - 0  
ABSTENTION - 0

ATTEST:



ASHA REED

City Clerk and Clerk of the Council of the  
City of Oakland, California



# JANUARY 2022

City of Oakland Head Start Monthly Report

## AT-A-GLANCE

	Head Start	Early Head Start	Current Total
Enrollment/Funded (No.)	222/332	282/342	504/674
Enrollment/Funded (%)	67%	82%	75%
Daily attendance	78%	74%	76%
Medical Home	100%	99%	100%
Health Insurance	99%	99%	99%
Current Physical exam/Well-baby check	88%	63%	74%
Updated immunizations	98%	92%	95%
Hearing Screening	96%	90%	93%
Vision Screening	96%	90%	93%
Growth Screening	97%	96%	97%
Dental Home	97%	78%	94%
Current Dental Exam	77%	80%	78%
Nutrition Screening	94%	93%	93%
Developmental Screening (ASQ)	96%	96%	96%
<i>Concerns Identified following ASQ Screening</i>	53%	35%	44%
Behavioral Screening – (ASQ-SE)	97%	95%	96%
<i>Concern Identified following ASQ-SE Screening</i>	28%	21%	25%
1 <sup>st</sup> Individualized Curriculum (DRDP)	95%	93%	94%
Initial Parent/Teacher Conference (IDP)	93%	93%	93%
Initial Home Visit	99%	99%	99%
Agency Transition Plans	92%	93%	93%
Preliminary Family Outcomes Assessment	100% completed as required, 0 past due		
Referrals to RCEB	N/A	4	4
Referrals to OUSD	13	N/A	13
Children enrolled with IFSP or IEP	27	19	46
% of children enrolled with IFSP or ISP	8%	6%	(7% funded enrollment)



## NEW INFORMATIONAL MEMORANDA AND PROGRAM INSTRUCTIONS

- January 6, 2023 (ACF-PI-HS-23-01): *Supplementary Information on Establishing an Evidence-based COVID-19 Mitigation Policy*: <https://eclkc.ohs.acf.hhs.gov/policy/pi/acf-pi-hs-23-01>

### ATTENDANCE & ENROLLMENT

The Program’s ERSEA Coordinator provided training to Family Childcare providers on entering attendance digitally through Program iPads. Starting in February, this pilot will expedite the reporting process and reducing the administrative burden on ERSEA data entry specialists. It also helps the Program quickly identify attendance concerns or broader attendance trends.

### EXPECTANT FAMILIES PROGRAM

This Program Year, 24 expectant parents have been served through our Expectant Parent program. We are thrilled to announce the arrival of a new baby in the program!	
Total expectant parents served this Program Year	24
City of Oakland to date	10
Brighter Beginnings to date	14
<b>Previous Month</b>	
Expectant parents served in December and January	17
Number of babies born in December and January	1
Number of Pre-Natal Depression screenings conducted in December and January	12
Number of Post-partum Depression screenings conducted	3
Number of Post-partum 2-week visits conducted	6
Number of children enrolled in EHS (with Parent formerly enrolled in Expectant Parent program)	13 of 15 (87%)
Percentage with Medical Insurance	100%
Percentage with Medical Home	100%
Percentage with Dental Home	100%
Percentage with Prenatal Dental Exam	40%
Percentage with Physical Exam	81%
Percentage with Health and Nutrition Screening	100%

Due to the holiday season, there was no Parent Peer Café scheduled in December. Peer Café was scheduled to resume in January, but facility issues related to public safety at the Parent Resource Center prevented use of the space. However, the Peer Café sessions will resume in February using an alternative location.

### DENTAL/PHYSICAL HEALTH & NUTRITION

The Program is seeing evidence that education and collaboration with parents make a big difference to improve a child’s health status; for example, we saw one child’s blood lead level decrease significantly in just three months. The Health and Nutrition team continues to work hard to connect children to ongoing care, stay up to date on physical exams, well-baby checks, and routine immunizations.

The Program continues to deepen our partnership with Alameda County Community Food Bank. This is especially important as SNAP benefits will be severely reduced in the coming months. When the COVID-19 Public Health Emergency was implemented in 2020, Emergency Allotments were approved to CalFresh households to provide a temporary relief. These CalFresh Emergency Allotments (EAs) will be coming to an end in March, resulting in a reduction by \$95/month in CalFresh benefits beginning in April. According to the SF Gate, “the CalFresh deduction comes at a time of record-high food inflation: the U.S. Bureau of Labor Statistics reported on Sept. 15, 2022 that food prices increased by 8.3% for the 12 months ending August 2022. This is the largest spike since March 1979, according to the bureau’s report.”



## DISABILITIES & MENTAL HEALTH

In December, all Center-based staff attended workshops on supporting children with Autism Spectrum Disorder (ASD) and other developmental differences facilitated jointly by the Program’s mental health and developmental consultants from Through the Looking Glass. The Center-based staff were divided into four small groups to allow for rich team conversations. The feedback was very positive, and the Program intends to provide additional workshops during Spring Break and at the end of program year.

As of January 31, 2023, the program has 46 children with diagnosed disabilities enrolled in the program and 17 referrals in process. We have not yet met the 10% requirement and are currently at 7% of our funded enrollment made up of children with IEPs or IFSPs. If all referrals were processed before the end of the year, we would have 63 out of 622 children diagnosed with disabilities and could meet the 10% funded enrollment threshold.

## EDUCATION & SCHOOL READINESS

During the month of January, lesson plans focused on the topics of recycling and learning about shape and numbers. Centers also celebrated holidays and special events that occurred in January. One Center celebrated Lunar New Year by making cherry blossoms and flowers with tissue paper and dried branches. Another center made birthday cards and read stories about Dr. Martin Luther King, Jr.’s life and impact on the world.

As described in more detail in other sections, the program began coaching for staff in January that will continue through June, and teaching staff also attended workshops focused on supporting children with Autism spectrum disorder (ASD) and other developmental differences.

## FAMILY SERVICES & COMMUNITY ENGAGEMENT



On the last day of program services in December, 572 gifts were distributed to all families in the program courtesy of The Giving Tree.

The Initial Family Outcome Assessment data show a 9% increase (from 6% to 15%) in participants identifying their financial situation as “vulnerable” or “in crisis” compared to last Program Year. To address these financial needs, the Program is partnering with the Alameda County Community Partner Action Program (ACO-CAP) to connect families to financial assistance including help completing taxes to receive the Earned Income Tax Credit and strengthening partnerships with WIC and SNAP for additional basic needs assistance. Families also report that the monthly diaper distribution is very helpful.

## PARTNER & FAMILY CHILD CARE

### Enrollment

Partner Organization	Early Head Start	Head Start	Total
BANANAS	40/41 (98%)	17/18 (94%)	57/59 (97%)
Brighter Beginnings	84/100 (84%)	20/20 (100%)	104/120 (87%)
Laney	n/a	43/48 (90%)	51/64 (80%)
Merritt	n/a	8/16 (50%)	

### Family Child Care

The Tiny Steps program has two children identified for the two remaining open slots and is in the process of enrollment. One FCC site in the Tiny Steps Program closed in January, and the child enrolled in Head Start was transferred to a different FCC site to continue receiving services. In addition to training for staff on tracking attendance digitally, the Tiny Steps Program also hosted a Pedestrian Safety training for parents. An additional Pedestrian Safety training will be hosted in February at the monthly FCC parent meeting.

## DATA MANAGEMENT & ONGOING MONITORING

In January, the Data Management team worked on five primary projects: completing the Community Needs Assessment update for Program Year 2022-2023, conducting the program-wide file audit, surveying all direct service staff about staff wellness, analyzing results from all health and safety checklists conducted during the first half of the program year, and responding to the request from the Public for an overview on the racial demographics of enrolled and waitlisted program participants.

The team also assisted with all preparation for the Office of Head Start Focus Area 1 Monitoring review, assisting the team with the development of talking points, data, and documentation detailing how the program operates.

## HUMAN RESOURCES & PROFESSIONAL DEVELOPMENT

In January, the Program began holding coaching sessions that will continue for the remainder of the program year. Sessions are held in the evening or on weekends and staff receive overtime compensation for their participation. The Program utilizes the Together Learning and Collaborating (TIC) structured group coaching model. Research shows that TLC group coaching improves Classroom Assessment Scoring System (CLASS) teacher scores in all teaching proficiency domains and helps teachers feel more connected to and supported by their colleagues.

The Program is currently conducting three TLC CLASS coaching cohorts: one for Early Head Start center-based teachers, one for Head Start center-based teachers, and the third for Home Based Visitors.

## WORKFORCE DEVELOPMENT PROGRAM

In addition to our own workforce efforts, the Administration for Children and Families within the Department of Health and Human Services launched the [National Early Care and Education Workforce Center](#) in January. Through research and technical assistance, the National Early Care and Education Workforce Center aims to build a career pipeline, support credential and degree attainment, and identify ways to increase compensation and benefits for early care and education staff. The National Early Care and Education Workforce Center contract has been awarded to the following six agencies for the next five years: Child Trends, UC Berkeley Center for the Study of Child Care Employment, BUILD Initiative, ZERO TO THREE, the University of Massachusetts-Boston, and the University of Delaware.

## SITE SPOTLIGHTS: Arroyo Early Head Start and Brookfield Head Start

### Arroyo Early Head Start

The Arroyo Early Head Start Program operates out of the Arroyo Viejo Recreation Center in East Oakland. Parents share that they appreciate the site's diversity and that there are many opportunities to make connections with other cultures through the close-knit community of families. Arroyo Viejo Early Head Start is known for their seasonal activities; during the fall they enjoy walking around their playground and finding leaves that are changing colors. In the winter, staff lead cooking projects to celebrate the holiday season and help children identify what fruit are in season.





Angelita Harris has worked with the City of Oakland Head Start program since 1998 and has been the Center Director at Arroyo Early Head Start since 2016. Ms. Angelita loves to recruit new



families into the program and encouraging parents to become teachers. Ms. Angelita's favorite parts about working with the program is serving as a mentor to other staff and inspiring teachers to be the best they can be and seeing how much children are able to absorb and learn through the program's foundational services. She is confident she is surrounded by the next generation of doctors, teachers, firefighters, and maybe a U.S. President!

### Brookfield Head Start

The Brookfield Head Start site (pictured on report front page) currently serves 25 children who primarily live in the diverse Brookfield neighborhood of East Oakland. Brookfield Head Start families share that they love the convenient location, beautifully equipped center, and multilingual staff who create a welcoming environment. Currently, families served at Brookfield primarily speak English, Spanish, and Mam. Staff at Brookfield also speak English and Spanish, as well as Tagalog, Tamil and Arabic. These attributes make the site a great fit for families of many different backgrounds.

While Lourdes Jimenez is in her first year as Center Director at Brookfield, she has been a proud City of Oakland Head Start staff member for over 20 years. Ms. Lourdes also serves as the Center Director of San Antonio Community Development Center (San Antonio CDC). Ms. Lourdes is a former Head Start parent, who was drawn to the classroom by the belief that all children deserve great opportunities. Ms. Lourdes shared that "the privilege to support children and families while encouraging staff to continue their education, creates a rewarding environment for everyone."

## UPCOMING

All questions or requests related to the following events can be emailed to Robyn Levinson at [RLevinson@oaklandca.gov](mailto:RLevinson@oaklandca.gov).

- Thursdays beginning February 23<sup>rd</sup> 6pm-8pm: Family Paths, Inc. Young Parent Education Program for parents under the age of 25 with previous involvement in the juvenile justice and/or child welfare system. 10-week series: 2/23, 3/2, 3/9, 3/16, 3/23, 3/30, 4/6, 4/13, 4/20, 4/27
- Sunday, February 26<sup>th</sup> 12-7pm: Come walk with the City of Oakland Head Start Program in the Black Joy Parade! Parade begins at 14<sup>th</sup> Street and Franklin in Downtown Oakland.
- Monday, February 27<sup>th</sup> 12-1pm: College of Alameda Black History Month Celebration- The HeLa Cell Line & Henrietta Lacks
- Tuesday, February 28<sup>th</sup> 12:30-2pm: College of Alameda Black History Month Celebration- Grand Finale and Soul Food Buffet
- Saturday, March 18<sup>th</sup> 1:30-4:15pm: *Clarissa's Battle* film screening: Oakland Museum of California. Register [here](#).

**Head Start & Early Head Start Budget Summary - All projects**  
**Report as of 01/13/23 - Payroll to 12/09/22**

Category	Budget	Encumbrance	Expenditures	Avail	% of Budget Spent
a. Personnel	\$ 5,329,540.00	\$ -	\$ 2,818,300.70	\$ 2,511,239.30	53%
b. Fringe Benefits	\$ 2,133,657.00	\$ -	\$ 2,028,827.04	\$ 104,829.96	95%
c. Travel	\$ 4,800.00	\$ -	\$ 29,016.08	\$ (24,216.08)	605%
d. Equipment	\$ -	\$ -	\$ -	\$ -	0%
e. Supplies	\$ 315,126.00	\$ 67,670.98	\$ 67,179.50	\$ 180,275.52	43%
f. Contractual	\$ 3,345,963.00	\$ 1,994,259.59	\$ 497,368.45	\$ 854,334.96	74%
g. Construction	\$ -	\$ -	\$ -	\$ -	0%
h. Other	\$ 750,540.00	\$ 7,196.21	\$ 418,543.58	\$ 324,800.21	57%
i. Total Direct Charges	\$ 11,879,626.00	\$ 2,069,126.78	\$ 5,859,235.35	\$ 3,951,263.87	67%
j. Indirect Charges	\$ 373,068.00	\$ -	\$ 194,126.76	\$ 178,941.24	52%
<b>k. TOTALS</b>	<b>\$ 12,252,694.00</b>	<b>\$ 2,069,126.78</b>	<b>\$ 6,053,362.11</b>	<b>\$ 4,130,205.11</b>	<b>66%</b>

**Summary of Categories**

a. Personnel	all salaries paid out to staff, also includes cost of substitute teachers from temp agency
b. Fringe Benefits	monies for paid leave, retirement, health/welfare.
c. Travel	money to attend trainings and conferences. Items such as: hotel, airfare, meals, incidentals and registrations
d. Equipment	purchases of equipment greater than \$5,000
e. Supplies	includes office supplies, children and family service supplies, food service and other supplies
f. Contractual	includes Delegate and Partner agencies; and consultants for educational assessments, medical for children, mental health
h. Other	rent, utilities, building maintenance, parent services, accounting and legal services, publications and advertising, training and staff development
j. Indirect Charges	costs incurred for a common or joint purpose benefitting more than one category that is difficult to directly allocate

**Early Head Start Budget Summary - Project 1005586**  
**Report as of 01/13/23 - Payroll to 12/09/22**

<b>Category</b>	<b>Budget</b>	<b>Encumbrance</b>	<b>Expenditures</b>	<b>Avail</b>	<b>% of Budget Spent</b>
a. Personnel	3,061,212	-	1,533,466	1,527,746	50%
b. Fringe Benefits	1,124,382	-	1,098,169	26,213	98%
c. Travel	2,544	-	-	2,544	0%
d. Equipment	-	-	-	-	-
e. Supplies	178,111	58,438	37,406	82,268	54%
f. Contractual	1,917,596	1,298,410	355,892	263,294	86%
g. Construction	-	-	-	-	-
h. Other	372,113	1,013	190,378	180,723	51%
<b>i. Total Direct Charges</b>	<b>6,655,958</b>	<b>1,357,861</b>	<b>3,215,310</b>	<b>2,082,787</b>	<b>69%</b>
j. Indirect Charges	214,285	-	105,172	109,113	49%
<b>k. TOTALS</b>	<b>6,870,243</b>	<b>1,357,861</b>	<b>3,320,482</b>	<b>2,191,900</b>	<b>68%</b>

**Head Start Budget Summary - Project 1005580**  
**Report as of 01/13/23 - Payroll to 12/09/22**

<b>Category</b>	<b>Appropriation</b>	<b>Encumbrance</b>	<b>Expenditures</b>	<b>Avail</b>	<b>% of Budget Spent</b>
a. Personnel	2,268,328	-	1,284,835	983,493	57%
b. Fringe Benefits	1,009,275	-	930,658	78,617	92%
c. Travel	2,256	0	-	2,256	0%
d. Equipment	-	-	-	-	-
e. Supplies	137,015	9,233	29,774	98,008	28%
f. Contractual	1,428,367	695,849	141,477	591,041	59%
g. Construction	-	-	-	-	-
h. Other	192,797	6,183	190,229	(3,615)	102%
<b>i. Total Direct Charges</b>	<b>5,038,038</b>	<b>711,266</b>	<b>2,576,972</b>	<b>1,749,800</b>	<b>65%</b>
j. Indirect Charges	158,783	-	88,955	69,828	56%
<b>k. TOTALS</b>	<b>5,196,821</b>	<b>711,266</b>	<b>2,665,927</b>	<b>1,819,628</b>	<b>65%</b>



**Head Start T/TA Budget Summary - Project 1005581**  
**Report as of 01/13/23 - Payroll to 12/09/22**

Category	Appropriation	Encumbrance	Expenditures	Avail	Encumber & Expend %
a. Personnel	-	-	-	-	0.00%
b. Fringe Benefits	-	-	-	-	0.00%
c. Travel	-	-	13,454	(13,454)	0.00%
d. Equipment	-	-	-	-	0.00%
e. Supplies	-	-	-	-	0.00%
f. Contractual	-	-	-	-	0.00%
g. Construction	-	-	-	-	0.00%
h. Other	66,752	-	17,486	49,266	26.19%
<b>i. Total Direct Charges</b>	<b>66,752</b>	<b>-</b>	<b>30,940</b>	<b>35,812</b>	<b>46.35%</b>
j. Indirect Charges	-	-	-	-	0.00%
<b>k. TOTALS</b>	<b>66,752</b>	<b>-</b>	<b>30,940</b>	<b>35,812</b>	<b>46.35%</b>

**Early Head Start T/TA Budget Summary - Project 1005587**  
**Report as of 01/13/23 - Payroll to 12/09/22**

Category	Appropriation	Encumbrance	Expenditures	Avail	Encumber & Expend %
a. Personnel	-	-	-	-	0.00%
b. Fringe Benefits	-	-	-	-	0.00%
c. Travel	-	-	15,562	(15,562)	0.00%
d. Equipment	-	-	-	-	0.00%
e. Supplies	-	-	-	-	0.00%
f. Contractual	-	-	-	-	0.00%
g. Construction	-	-	-	-	0.00%
h. Other	118,878	-	20,451	98,427	17.20%
<b>i. Total Direct Charges</b>	<b>118,878</b>	<b>-</b>	<b>36,013</b>	<b>82,865</b>	<b>30.29%</b>
j. Indirect Charges	-	-	-	-	0.00%
<b>k. TOTALS</b>	<b>118,878</b>	<b>-</b>	<b>36,013</b>	<b>82,865</b>	<b>30.29%</b>

**Head Start ARP Budget Summary - Project 1006194**  
**Report as of 01/13/23 - Payroll to 12/09/22**

<b>Category</b>	<b>Appropriation</b>	<b>Encumbrance</b>	<b>Expenditures</b>	<b>Avail</b>	<b>Encumber &amp; Expend %</b>
a. Personnel	-	-	-	-	0.00%
b. Fringe Benefits	-	-	-	-	0.00%
c. Travel	-	-	-	-	0.00%
d. Equipment	-	-	-	-	0.00%
e. Supplies	139,453	1,179	-	138,274	0.85%
f. Contractual	311,083	79,905	4,667	226,511	27.19%
g. Construction	-	-	-	-	0.00%
h. Other	-	-	-	-	0.00%
<b>i. Total Direct Charges</b>	<b>450,536</b>	<b>81,084</b>	<b>4,667</b>	<b>364,784</b>	<b>19.03%</b>
j. Indirect Charges	-	-	-	-	0.00%
<b>k. TOTALS</b>	<b>450,536</b>	<b>81,084</b>	<b>4,667</b>	<b>364,784</b>	<b>19.03%</b>

**Early Head Start ARP Budget Summary - Project 1006197**  
**Report as of 01/13/23 - Payroll to 12/09/22**

<b>Category</b>	<b>Appropriation</b>	<b>Encumbrance</b>	<b>Expenditures</b>	<b>Avail</b>	<b>Encumber &amp; Expend %</b>
a. Personnel	-	-	-	-	0.00%
b. Fringe Benefits	-	-	-	-	0.00%
c. Travel	-	-	-	-	0.00%
d. Equipment	-	-	-	-	0.00%
e. Supplies	157,257	1,330	-	155,927	0.85%
f. Contractual	392,100	93,673	17,654	280,772	28.39%
g. Construction	-	-	-	-	0.00%
h. Other	-	-	-	-	0.00%
<b>i. Total Direct Charges</b>	<b>549,357</b>	<b>95,004</b>	<b>17,654</b>	<b>436,699</b>	<b>20.51%</b>
j. Indirect Charges	-	-	-	-	0.00%
<b>k. TOTALS</b>	<b>549,357</b>	<b>95,004</b>	<b>17,654</b>	<b>436,699</b>	<b>20.51%</b>

# **Community Needs Assessment Overview**

February 2023

# **Geographic Service Area and Capacity**

# Pre-school Capacity in Alameda County

38,504 infant and pre-school child care slots for children

	Infant Spaces	Preschool Spaces
Licensed Centers	2,206	24,856
Licensed Family Child Care	3,399	6,699
License-Exempt Centers	172	1,172
<b>Total</b>	<b>5,777</b>	<b>32,727</b>

# Not enough Preschool and Infant slots for Oakland kids

## Preschool

- 30,000 children in Oakland under the age of five
- 6,525 children in Oakland ages three to five are eligible for subsidized care
  - 2,411 (37%) are not able to receive it due to the lack of subsidized child care

## Infant

- 9,733 infants and toddlers are eligible for subsidized care in Oakland
  - 8,765 (90%) are not able to receive it due to the lack of subsidized care slots available

# **Racial and Linguistic Demographics**

# Racial Demographics in Oakland

<b>Race</b>	<b>City % 2020</b>	<b>City % 2022</b>	<b>Program % 21-22</b>
Asian	16.7%	15.7%	20.7%
Black or African American	22.7%	22.0%	32.6%
Hispanic/Latino	27.0%	27.2	34.3%
Multi-Racial	8.4%	9.4%	5.3%
Native Hawaiian/Other Pacific Islander	0.6%	0.5%	0.2%
White	34.4%	33.4%	2.8%
Other/Unsure	n/a	n/a	4.1%



# Language Diversity in Oakland

- 60% of children ages 0-5 in California are Dual Language Learners.
- 39.6% of residents in Oakland speak a language other than English.
  - Primary languages spoken in Oakland are Cantonese, Mandarin, Spanish, Tagalog and Vietnamese.
- In Oakland, almost 6,000 children are designated as English Language Learners.
- Over 80% of English Language Learners live in five Head Start zip codes

<b>Zip Code</b>	<b>% of Oakland English Learner Children</b>
94601	24%
94603	16%
94605	6%
94606	12%
94621	23%
All other city zip codes	19%

# **Socio-Economic Factors and Cost of Living**

# Cost of Living

- The average cost of child care in Alameda County is over 40% of the average families' income
  - A single-parent family working full-time and at minimum wage (\$15 per hour) would have to pay more than half of their net income to pay for care for one child
- 31% of families in Oakland are single-parent households
  - 19% of families in Alameda County are single-parent households

## Median Income

	Oakland	Alameda County	California
2021	\$80,143	\$125,600	\$90,100
2022	\$85,628	\$142,800	\$101,600
Percent Change	6.8%	13.7%	11.3%

# Cost of Living- Federal Poverty Level and Living Wage

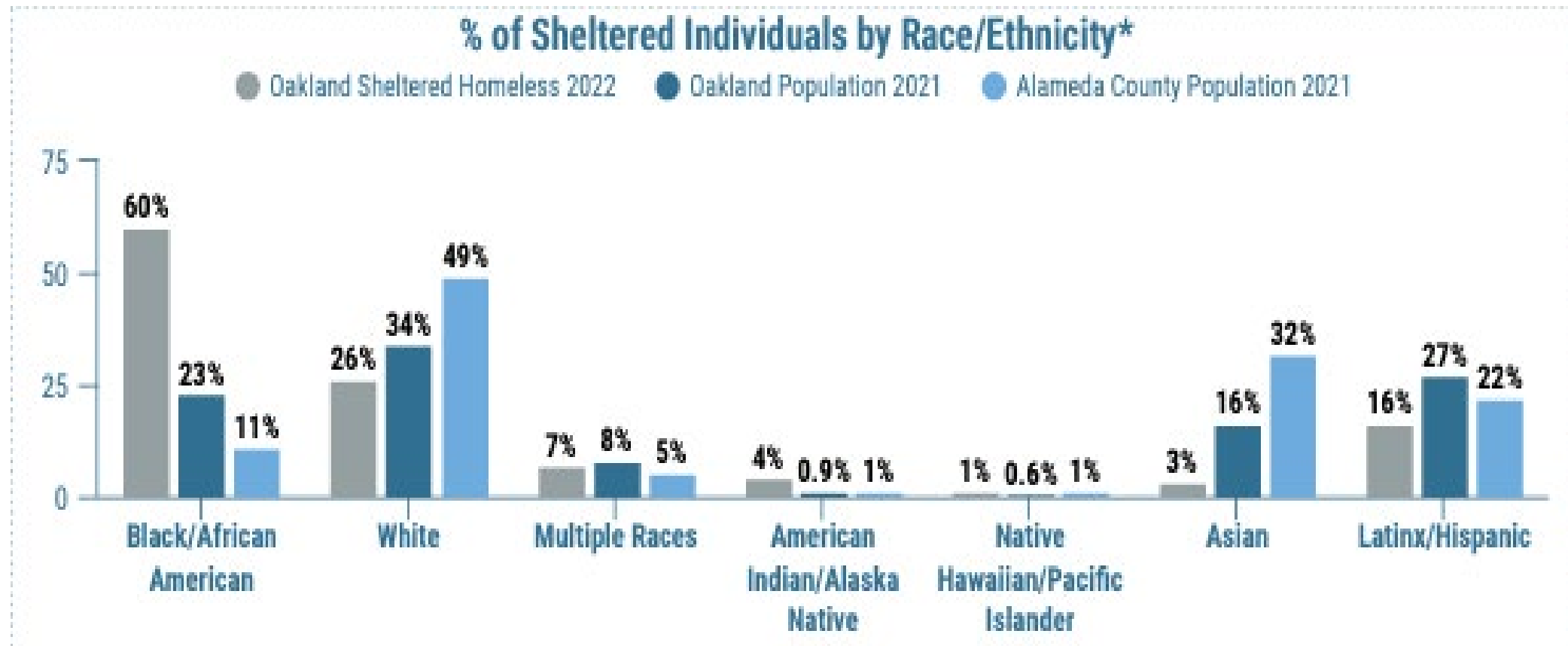
		Living Wage	Federal Poverty Line Wage	Minimum Wage
<b>1 ADULT</b>	<b>0 Children</b>	\$25.55	\$6.19	\$15.00
	<b>1 Child</b>	\$51.91	\$8.38	\$15.00
	<b>2 Children</b>	\$64.98	\$10.56	\$15.00
<b>2 ADULTS (1 WORKING)</b>	<b>0 Children</b>	\$38.35	\$8.38	\$15.00
	<b>1 Child</b>	\$46.21	\$10.56	\$15.00
	<b>2 Children</b>	\$52.17	\$12.74	\$15.00
<b>2 ADULTS (BOTH WORKING)</b>	<b>0 Children</b>	\$17.54	\$4.19	\$15.00
	<b>1 Child</b>	\$27.84	\$5.28	\$15.00
	<b>2 Children</b>	\$35.56	\$6.37	\$15.00

# **Social Determinants of Health and Well-being**

# Homelessness and Housing Instability

- County-wide, **9,747** people were experiencing homelessness in 2022 PIT, an **increase of 13%** since 2019.
- Oakland has more than half of the population experiencing homelessness in the county.
  - the number of unhoused residents increased by almost **58%** to a total number of **5,055 residents**

# Homelessness and Housing Instability



# Homelessness and Housing Instability

- In 2019, **329 children** under age 18 were identified in the Oakland Point in Time Count (**4%** of the total population experiencing homelessness in Oakland).
- In 2022, that number rose to **583** (**6%** of the total population experiencing homelessness in Oakland)
- In **2019**, **18%** of those experiencing homelessness were families with minor children.
- In **2022**, **9%** of those experiencing homelessness were families with minor children



# Public Assistance and Basic Needs Support

- Roughly **50%** of Oakland families with children received SNAP/CalFresh
- In Program Year 2021-2022, **33,757 of children (72.4%)** in Oakland Unified School District received free or reduced-price meals.

	Oakland Unified	Alameda County	California
PY 2020-22	33,757 (72.4% of all children)	87,363 (40.7% of all children)	3,404,572 (57.8% of all children)
PY 2021-22	35,303 (72.5% of all children)	90,274 (40.5% of all children)	3,533,825 (58.9% of all children)

# Public Assistance and Basic Needs Support

- In Oakland, over **2,000** children ages zero to five in Oakland were part of families receiving CalWORKs Public Assistance
- Compared to 2021, the total number of participants in the Women, Infants and Children (WIC) Program has remained constant in California in 2022.

# Children in the Child Welfare System

- 1,413 youth ages zero to 21 years old in the child welfare system in Alameda County
- More youth in the foster care system are older (including children 18-21)
  - The proportion of children in foster care ages birth to five has decreased.
- Roughly **365** child protective cases involving children ages zero to five in Alameda County in a month, and roughly 23 children ages zero to five are served by Child Protective Services.

# Mental Health and Disability

- The Regional Center of the East Bay served 394 children ages 0-2 in Oakland in 2022
  - increase of 23.5% from 2021
- Two zip codes with the most children served in Oakland were 94601 (18.3% of all referrals in 2022) and 94621 (15% of all referrals in 2022).
- In 2022, Autism surpassed Speech or Language Impairment as the most common diagnosis for children receiving services in OUSD.
  - 46% of all IEPs were for Autism, an increase of 8% since 2021.

**% Children under 18 with a Physical, Mental, or Emotional Disability**

	Oakland	Alameda County	California	US
	3.8%	2.8%	3.4%	4.3%

# Trauma and Community Violence

	2019	2020	2021	2022	% Change 2021-2022
All Violent Crime	5,842	6,060	6,629	6,118	-8%
Homicide	78	109	134	120	-4%
Aggravated Assault	2,744	3,315	3,559	3,177	-12%
Robbery	2,817	2,420	2,727	2,653	-3%

- Between 2019 and 2020, Oakland experienced an 60% increase in shootings with significant increases in the number of victims who identified as female
- The number of households that bought guns increased by 18% during the pandemic
- Oakland Police Department recovered 34% more guns in 2022 compared to 2021
- Data from 2022 show decreases in all areas of violent crime compared to the year prior



A photograph of two young children, a girl in the foreground and a boy behind her, both wearing white face masks. They are standing on a blue play mat. The girl is wearing a leopard print shirt and is holding a black object. The boy is wearing a red hoodie with the words "GREAT TIMES" printed on it. The background shows a blue play mat and a red and green structure.

# Community Strengths





# Community Strengths

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- Diversity
- Measure AA and Measure C
- Increased funding for ECE
- Universal Basic Income Pilots
- Expansion of California Food Assistance Program
- Community Partnerships
- Workforce Pipeline programs



### FY 2023 SELECTION CRITERIA

The following selection criteria will be used to formally select children and families for participation in the Oakland Head Start and Early Head Start (HS/EHS) Program. Oakland HS/EHS has developed a point system that is designed using the Child Plus database software. The computer software program generates a waiting list of eligible families based on this point system. The Selection Criteria is submitted to the Parent Policy Council and the Governing Board for approval before program recruitment begins. Program applications received are then ranked and placed on a priority list, according to this system and participants are selected from the list as vacancies occur.

Eligibility Criteria	Points
Homeless	300
Foster	300
Public Assistance: TANF and/or Supplemental Security Income	150
Public Assistance: Federal Supplemental Nutrition Assistance Program (SNAP) / CalFresh	100
Income: 0 to 50% FPL	100
Income: 51% to 75% FPL	50
Income: 76% to 100% FPL	25
Age Criteria – Head Start	Points
Head Start - Transition from Early Head Start to Head Start Program	100
Head Start – Class Age 3 years old	50
Head Start – Class Age 4 years old (does not apply to TK-Eligible children)	25
Age Criteria – Early Head Start	Points
Early Head Start - Pregnant Women - 18 Months Old	50
Early Head Start – 18 months or older	25
Child Disability	Points
Diagnosed with current <i>IFSP</i> or <i>IEP</i> from RCEB or OUSD (eligible for services under IDEA)	75
Parental Status/Other Situations:	Points
Transfer from another Early Head Start/Head Start Program	50
Homeless families in imminent risk of unsheltered/unstable housing situations; in car, hotel, emergency shelter, transitional housing, fleeing from violence, on the street, doubled- up, or in another temporary housing arrangement of 30 days or less.	50
Child Protective Services (CPS) (At Risk for Abuse or Neglect) or Court Order	50
Family in Crisis (death of a family household member, exposed to violence, domestic violence, chronic/terminal illness, incarceration, mental health concerns, fire or another catastrophic event, etc.)	25
COVID 19 Pandemic – Family has lost or is at risk of losing employment/housing, due to COVID 19	25
Teen parent(s) 19 years or younger.	25
Referral from Homeless Shelter, Health or Social Services Agency	10

#### **RATIONALE:**

Oakland HS/EHS Program is required to complete an annual community needs assessment that is used to inform and amend (when necessary) the Selection Criteria. Guided by the 2020-21 Oakland Head Start Community Needs Assessment, along with family needs data, the program will target the following three populations, while conducting program recruitment and outreach: 1) hard to reach homeless families with children who do not reside in shelters and may be living in cars, abandoned buildings, and other uninhabitable places, 2) birth to 4–years; 4-year-old children, whose next stop is Transitional Kindergarten (TK) or Kindergarten; and 3) 3-year-old children transitioning from Early Head Start to Head Start, to provide continuity of care in the receipt of program services, as well as meet the need for comprehensive, subsidized early care and education services for 3-year-old children in Oakland.



## **ELIGIBILITY CRITERIA:**

**Categorically Eligible:** Each of these categories must be verified, however income information is not required.

- Homeless Family, including families housed with other families with no abode of their own, families in a shelter program and families that are unsheltered.
- Public Assistance– Includes TANF/CalWORKs, Supplemental Security Income (SSI), and **SNAP/CalFresh**.
- Foster Child who receives aid through Foster Care payments.

**Income Category:** Federal Poverty Level that changes annually

- Family Federal Poverty Level: Zero to 50%, 51% to 75%, and 76% to 100%

**AGE:** Age, in addition to other criteria, determines which families receive priority in the HS and EHS program.

### **Early Head Start**

- Pregnant women & children under 18 months: Whenever enrolled pregnant women deliver their babies, the infants will subsequently be enrolled in the Early Head Start Program, to promote continuity of care.
- 18 months or older (Early Head Start): A child who is 18 months or older on December 2<sup>nd</sup>.

### **Head Start**

- Transition from Early Head Start: A child who has been enrolled in the EHS program, and is now age-eligible to transition to the HS program, receives priority to support development and promote continuity of care, provided the child is income eligible. PS. 1302.12 (j)(4)
- Three (3) year-olds: A child who turns three on or before December 2<sup>nd</sup> of the of the enrollment year
- Four (4) -year-olds: A child who turns four on or before September 1st.
- TK-Eligible children: A child whose 5th birthday falls between September 2<sup>nd</sup> and December 2<sup>nd</sup> of the enrollment year. TK-eligible children are eligible for Head Start services, but do not receive additional points in the age category due to Oakland's ongoing expansion of Transitional Kindergarten options. However, if a TK option is not available near the family's home, or the family is not able to secure a slot in a TK option, the child will receive priority points in the age category.

### **DISABILITIES:**

- Individualized Family Service Plan (IFSP), certified by Regional Center of the East Bay (RCEB) or Individualized Education Program (IEP), certified by the Oakland Unified School District (OUSD) - *Programs for Exceptional Children*.
- 10% of eligible children served shall be children with a diagnosed disability or eligible for services under IDEA (Individuals with Disabilities Education Act).

### **PARENTAL STATUS/OTHER SITUATIONS:**

- Transfer from other HS/EHS programs - providing continuity of care to HS/EHS children moving to Oakland.
- Referral from Homeless Shelter, Social Service Agency/Health Agency.
- Family in Crisis – families who volunteer or self-disclose this information at time of application.
- Child Protective Services (child at risk for abuse or neglect) or a court order.
- Teen parent(s) 19 years or younger.
- COVID 19 – Family has lost or is at risk of losing employment/housing due to COVID 19.
- Homeless families in imminent risk of unsheltered/unstable situations; in car, hotel, emergency shelter, transitional housing, fleeing from violence, on the street, doubled- up, or in another temporary housing arrangement of 30 days or less.

### **1302.14 SELECTION PROCESS - SELECTION CRITERIA**

A program must annually establish selection criteria that weigh and rank the prioritization of selection of participants, based on community needs identified in the community needs assessment, as described in §1302.11(b), and including family income, whether the child is homeless, whether the child is in foster care, the child's age, whether the child is eligible for special education and related services, or early intervention services, as appropriate, as determined under the Individuals with Disabilities Education Act (IDEA) and, other relevant family or child risk factors.



## **2023 FEDERAL POVERTY GUIDELINES FOR THE 48 CONTIGUOUS STATES AND THE DISTRICT OF COLUMBIA**

The 2023 poverty guidelines are in effect as of January 19, 2023

Household / Family Size	100% or Below	101% to 130%
<b>1</b>	<b>\$14,580</b>	<b>\$18,954</b>
<b>2</b>	<b>\$19,720</b>	<b>\$25,636</b>
<b>3</b>	<b>\$24,860</b>	<b>\$32,318</b>
<b>4</b>	<b>\$30,000</b>	<b>\$39,000</b>
<b>5</b>	<b>\$35,140</b>	<b>\$45,682</b>
<b>6</b>	<b>\$40,280</b>	<b>\$52,364</b>
<b>7</b>	<b>\$45,420</b>	<b>\$59,046</b>
<b>8</b>	<b>\$50,560</b>	<b>\$65,728</b>
<b>9</b>	<b>\$55,700</b>	<b>\$72,410</b>

### **OVER-INCOME FAMILIES**

Families that are over-income (above 130% based on poverty guideline chart above) are welcome to apply for Head Start/Early Head Start services. Over-Income families will be considered for enrollment if City of Oakland Head Start program determines the need based off the Head Start Performance Standards and City of Oakland Head Start Policies & Procedures.

Families with a child(ren) with an IEP/IFSP and are over-income will receive priority over other over-income eligible families.

# PROGRAM GOALS

**1**

Partner with families to support family well-being, parents' aspirations, and parents' life goals to create healthy, safe and secure environments for young children to learn and grow

**2**

Facilitate meaningful connections with the community to enhance the lives of children and families.

**3**

Provide high quality early childhood development programs designed to help children realize their greatest potential and prepare for success in school.

# GOAL 1: FAMILY WELL-BEING

**GOAL1:** Partner with families to support family well-being, parents' aspirations, and parents' life goals to create healthy, safe and secure environments for young children to learn and grow

Objective A: On an annual basis, collect quantifiable data on the number of families that are food or housing insecure through the family outcomes assessment that is collected three times per year.

Objective B: By the end of the Head Start grant cycle, develop a parent advocacy component within the program that pools resources and knowledge from various parent advocacy groups within the city.

Objective C: By the end of the Year 2, implement a trauma informed approach in the program that considers the social-emotional needs of families.

# GOAL 2: COMMUNITY ENGAGEMENT

**GOAL 2:** Facilitate meaningful connections with the community to enhance the lives of children and families.

Objective A: Objective A:  
Conduct an annual review of existing community partnerships to assess how the program engages with the partnerships as well as how the partnerships are meeting the needs of the program's families.

Objective B: Work with Oakland Unified School District, and other community based ECE programs, to implement the new Universal Pre-Kindergarten (UPK) infrastructure within the city and county by 2025 through actively participating in monthly, quarterly, and annual meetings.

# GOAL 3: SCHOOL READINESS

**GOAL 3:** Provide **high** quality early childhood development programs designed to help children realize their greatest potential and prepare for success in school.

Objective A: By the third year of the grant cycle, align the program's school readiness goals with the kindergarten readiness expectations as defined by the Kindergarten Readiness Assessment.

Objective B: By the third year of the grant cycle, conduct a Diversity Equity Inclusion and Belonging (DEIB) assessment of the program's strategies for diversity, equity, inclusion, and belonging in all educational settings.

Objective C: By the end of the grant period, develop formalized workforce development partnerships that build a staffing pipeline of future Head Start staff (e.g., developing a quality workforce).

# SCHOOL READINESS GOALS

## GOAL 1:

Children show increasing awareness of self-identity, cultural identity, family and language in relation to others

**SED 1:** Identity of Self in Relation to Others

## GOAL 2:

Children increase the use of language (verbal and non-verbal) to express and describe their feelings, ideas, and thoughts

**LLD 4:** Reciprocal Communication & Conversation

**ELD 2:** Self Expression in English/Expressive English

## GOAL 3:

Children increase their ability to explore, observe, investigate objects and become increasingly sophisticated in pursuing knowledge about them

**COG 9:** Inquiry through Observation/ Investigation

**ALT-REG 4:** Curiosity and Initiative in Learning

## GOAL 4:

Children demonstrate increasing precision, strength, coordination, and efficiency when using the muscles of the hand for play and functional tasks

**PD-HLH 4:** Fine Motor Manipulative Skills

# SCHOOL READINESS

How is School Readiness defined?

Children are equipped with the skills and knowledge they need to be successful as they transition through education system.

Parents and families prepared to support their children's learning and development.

Schools are ready to receive children.



# COMPLIANCE REQUIREMENTS- HSPPS 1302.102



Establish  
Program goals

Every 5 years,  
with updates  
annually



Monitor  
program  
performance

Annual self  
assessment, file  
audits



Assess  
progress  
towards  
meeting goals

Are we meeting  
benchmarks set  
for each  
program goal



Use data for  
continuous  
program  
improvement

Community needs  
assessment  
Selection criteria



Report out to  
Advisory Board, &  
Parent Policy  
Council

Program Information  
Report  
Monthly Program  
reports  
Annual Report to City  
Council

**CITY OF OAKLAND HEAD START  
PROGRAM GOALS PY 2022-2026**

<p><b>GOAL 2: COMMUNITY ENGAGEMENT:</b></p> <p>The City of Oakland’s Head Start Program will facilitate meaningful connections with the community to enhance the lives of children and families.</p>	
<p><b>Objective A: Conduct an annual review of existing community partnerships to assess how the program engages with the partnerships as well as how the partnerships are meeting the needs of the program’s families.</b></p>	<p><b>Objective B: Work with Oakland Unified School District, and other community based ECE programs, to implement the new Universal Pre-Kindergarten (UPK) infrastructure within the city and county by 2025 through actively participating in monthly, quarterly, and annual meetings.</b></p>
<p><b>Activities/Action Steps to Meet Objective Above:</b></p> <ul style="list-style-type: none"> <li>• Develop a community partners database for the program</li> <li>• Asses the level of participation of the program within these partnerships</li> <li>• Analyze how the program is using the results and benefits of these partnerships to help families in the program</li> <li>• Conduct a gap analysis of parent needs and existing community partnerships</li> </ul>	<p><b>Activities/Action Steps to Meet Objective Above:</b></p> <ul style="list-style-type: none"> <li>• Understand the UPK framework that is being issued by the CDE and its implications</li> <li>• Actively participate in the OUSD committees and meetings that are being held within the city</li> <li>• Share program data and metrics to assist in the development of the framework for the city</li> <li>• Offer design solutions to the new city-wide UPK model that includes participation of children of all abilities, including children with disabilities</li> </ul>
<p><b>Rationale:</b> California, Alameda County and the City of Oakland are in the process of investing significant resources in early care and education. For example, Alameda County’s Measure C – Children’s Health and Child Care Initiative, and City of Oakland’s Measure AA Education Parcel Tax, both of which may provide additional funding for the early care and education community within Alameda County. In addition, the state is currently in the process of implementing it’s California All Kids Master Plan for Early Learning and Care. The state’s UPK Master Plan will invest upwards of \$2.7 billion into the ECE field to expand the transitional kindergarten opportunities for four-year-old children. The UPK Master Plan, while still in its initial phases, allows local education agencies to partner with existing ECE providers, such as the City’s Head Start Program, to implement quality pre-kindergarten programming for children. These initiatives provide the City of Oakland’s Head Start program with the opportunity to take a key leadership role in the framework of the Early Childhood Education landscape in the city.</p>	
<p><b>Data, Tools, or Methods for Tracking Progress above:</b> Partnership Analysis Report, Formation of New Partnerships that Address the Gap Analysis, Community Partners Database, and Attendance/Leadership Roles in UPK Partnership Meetings</p>	
<p><b>Expected Outcomes:</b> Systemic changes to the early childhood education landscape.</p>	
<p><b>Expected Challenges:</b></p> <ul style="list-style-type: none"> <li>• Time and resources to accomplish the goal.</li> <li>• Lack of “dedicated” staff to champion this goal.</li> <li>• Lack of resources and resources are dependent on systems that are outside of the Head Start program’s control.</li> <li>• Shifts in the age of the children requires adaptation of facilities and staffing to meet community need (i.e., moving to serving more infants and toddlers)</li> </ul>	

**CITY OF OAKLAND HEAD START  
PROGRAM GOALS PY 2022-2026**

**GOAL 3: SCHOOL READINESS:**

The City of Oakland’s Head Start Program will provide high quality early childhood development programs designed to help children realize their greatest potential and prepare for success in school.

<p><b>Objective A:</b> By the third year of the grant cycle, align the program’s school readiness goals with the kindergarten readiness expectations as defined by the Kindergarten Readiness Assessment.</p>	<p><b>Objective B:</b> By the third year of the grant cycle, conduct a Diversity Equity Inclusion and Belonging (DEIB) assessment of the program’s strategies for diversity, equity, inclusion, and belonging in all educational settings.</p>	<p><b>Objective C:</b> By the end of the grant period, develop formalized workforce development partnerships that build a staffing pipeline of future Head Start staff (e.g., developing a quality workforce).</p>
<p><b>Activities/Action Steps to Meet Objective Above:</b></p> <ul style="list-style-type: none"> <li>• Review and understand the expectations of the schools that Head Start children transition into</li> <li>• Identify school readiness needs of children with Individualized Education Plans, as well as children in the referral process</li> <li>• Develop individualized training cohorts to support teaching staff in their use of developmental assessment data to enhance their teaching practices</li> <li>• Provide enhanced coaching to teaching staff on individualization, especially for children with identified disabilities or special needs</li> <li>• Enhance the role of the Transition Team that collaborates with OUSD</li> <li>• Compare program’s existing school readiness goals with those of kindergarten expectations</li> <li>• Revisit the School Readiness Committee Charter</li> </ul>	<p><b>Activities/Action Steps to Meet Objective Above:</b></p> <ul style="list-style-type: none"> <li>• Set up roles and responsibilities for a Race and Equity Fellow in partnership with Race &amp; Equity Department</li> <li>• Research existing datasets and measurement tools to assess DEI practices</li> <li>• Develop a plan for the implementation of DEIB strategies into educational settings</li> <li>• Establish policies and procedures to support DEIB practices throughout the program</li> <li>• Provide DEIB training to staff, parents, partners and HSAB</li> </ul>	<p><b>Activities/Action Steps to Meet Objective Above:</b></p> <ul style="list-style-type: none"> <li>• Assess the staffing needs of the program and the skillsets required for entry-level positions</li> <li>• Create an internal teacher assistant apprenticeship program that provides interested parents with opportunities to gain paid, hands-on classroom experiences, while at the same time attending a CDA program.</li> <li>• Update HS/EHS teaching job specs</li> <li>• Visit the CDA or other credentialing programs to supplement the CDE Child Development Permits</li> <li>• Form partnerships with community colleges or other workforce development organizations to develop apprenticeship programs for HS/EHS</li> </ul>

**Rationale:** The National Association for the Education of Young Children (NAEYC) recently (June-July 2021) surveyed 7,500 child care providers across the country. More than half of respondents reported experiencing greater difficulties with recruiting and retaining staff. Among ECE providers that operated center-based settings, 80% reported experiencing staffing shortages. In California, the child care workforce continues to be 10% smaller than it was before the pandemic, according to the Bureau of Labor Statistics.

**Data, Tools, or Methods for Tracking Progress above:** Revised School Readiness Goals, Child Outcomes Report, DEIB Assessment Results, Workforce Development Partnerships

**Expected Outcomes:** Children will be ready for school.

**Expected Challenges:**

- Time and resources to accomplish the goal.
- Lack of “dedicated” staff to champion this goal.
- Lack of resources and resources are dependent on systems that are outside of the Head Start program’s control.
- Development of the workforce pipeline may take several years.

**CITY OF OAKLAND HEAD START  
PROGRAM GOALS PY 2022-2026**

<p><b>GOAL 1: Family Well-Being:</b> The City of Oakland’s Head Start Program will collaborate and partner with families to support family well-being, parents’ aspirations, and parents’ life goals to create healthy, safe and secure environments for young children to learn and grow.</p>		
<p><b>Objective A:</b> On an annual basis, collect quantifiable data on the number of families that are food or housing insecure through the family outcomes assessment that is collected three times per year.</p>	<p><b>Objective B:</b> By the end of the Head Start grant cycle, develop a parent advocacy component within the program that pools resources and knowledge from various parent advocacy groups within the city.</p>	<p><b>Objective C:</b> By the end of the Year 2, implement a trauma informed approach in the program that considers the social-emotional needs of families.</p>
<p><b>Activities/Action Steps to Meet Objective Above:</b></p> <ul style="list-style-type: none"> <li>Review the family outcomes assessment tool to ensure it can collect food and housing insecurity data</li> <li>Administer the family outcomes assessment tool three times per year, at the beginning of the school year, once in the Winter, and a final in the spring</li> <li>Work with families to connect the entire household to a medical home and medical insurance coverage</li> <li>Work with families to develop specific goals to address their food and housing needs</li> <li>Provide case management that includes providing resources, partnerships, and other strategies to families that are at risk to ensure goal completion</li> <li>Analyze family outcomes data to determine progress made through the intentional case management of the program</li> </ul>	<p><b>Activities/Action Steps to Meet Objective Above:</b></p> <ul style="list-style-type: none"> <li>Convene a task force or coalition of community-based leaders to develop a Family Advocacy Academy within the program</li> <li>Administer a survey to families to understand their needs and priorities</li> <li>Develop a Family Advocacy Academy Charter to define the scope of the Academy</li> <li>Plan for the implementation of the Family Advocacy Academy</li> <li>Recruit parents to pilot the Family Advocacy Academy</li> <li>Identify various community organizations where members of the Policy Council can serve as representatives of the Head Start program</li> </ul>	<p><b>Activities/Action Steps to Meet Objective Above:</b></p> <ul style="list-style-type: none"> <li>Identify a valid and reliable assessment tool to analyze program’s organizational readiness</li> <li>Conduct an organizational readiness assessment on trauma informed care to determine the systemic changes needed, as well as the organization’s ability and resources needed to become a trauma informed agency</li> <li>Analyze services provided to children and families in the program and the results of assessments to determine the need for enhanced trauma informed strategies/care</li> <li>Analyze services provided to pregnant women in the program and the results of post-natal depression assessments to determine the need for enhanced mental health strategies</li> <li>Track the number of mental health referrals initiated by staff to analyze the mental health needs of children and families</li> <li>Partner with trauma informed organizations, such as ReCast</li> </ul>
<p><b>Rationale:</b> The majority of low-income Oaklanders live in neighborhoods affected by systemic and institutionalized racism with sub-standard housing stock, underfunded schools, lack of access to fresh food, higher levels of crime, air quality issues, and disparate health outcomes, particularly in child and maternal health and asthma rates. The City was also gravely impacted by the COVID-19 Pandemic, which has disproportionately affected the black and brown communities of the city, overtaxed the health care system, increased morbidity, and led to dramatic job loss and economic downturn. Families are now being faced with skyrocketing inflation costs. Payscale, a service which compares local cost of living, reflects that the cost of living in Oakland is 49% higher than the national average, with housing costs being 118% higher, transportation costs being 30% higher, groceries being 26% higher, and utilities being 14% higher than the national average.</p>		
<p><b>Data, Tools, or Methods for Tracking Progress above:</b> Family Outcomes Assessment; Family Partnership Agreements; Family Advocacy Academy Survey Results, ChildPlus for tracking Mental Health, and the FAA Charter</p>		<p><b>Expected Outcomes:</b> Healthy and secure families within the city.</p>
<p><b>Expected Challenges:</b></p> <ul style="list-style-type: none"> <li>Lack of resources and resources are dependent on systems that are outside of the Head Start program’s control, such as housing stock, lack of affordable and regional housing, and a lack of a federal response).</li> <li>Lack of resources to properly facilitate participation from parents of different backgrounds, including those with language translation needs, those with childcare and financial needs, that need to be addressed to participate.</li> <li>Lack of “dedicated” staff to champion this goal.</li> <li>Lack of mental health services that meet the cultural and linguistic needs of children and families.</li> </ul>		

# Enrollment and Waitlist Racial Demographic Overview

February 8, 2023

During the January 18<sup>th</sup> City of Oakland Head Start Advisory Board meeting, members of the public requested data about the families enrolled and waitlisted by the Program. Specifically, the Head Start Program was asked for information on the racial demographics of the families currently on the waitlist and the number of families not accepted. The memorandum below answers the following questions:

1. How is a child/family's rank on the waitlist determined and is anyone deemed ineligible for Head Start Program services?
2. How many families are on the program's waitlist? What are the racial demographics of the families waitlisted by the Program?
3. How do the racial demographics of the Program's waitlisted families compare to the City's racial demographics overall?
4. What are the racial demographics of families enrolled in the Program?
5. How do the racial demographics of the program's enrolled families compare to the City's racial demographics overall?

## Question 1: How is a child/family's rank on the waitlist determined and is anyone deemed ineligible for Head Start Program services?

No family is "ineligible;" all families in Oakland are welcome to apply and the Program does not have an income ceiling on how much a family can earn. However, families who are over-income (above 130% of the Federal Poverty Line) or not eligible through one of the categorically eligible categories will not earn as many points on their application as families who are making at or below 130% of the Federal Poverty Line or eligible through categorical eligibility. As defined by the federal Head Start Program Performance Standards, categorically eligible children are:

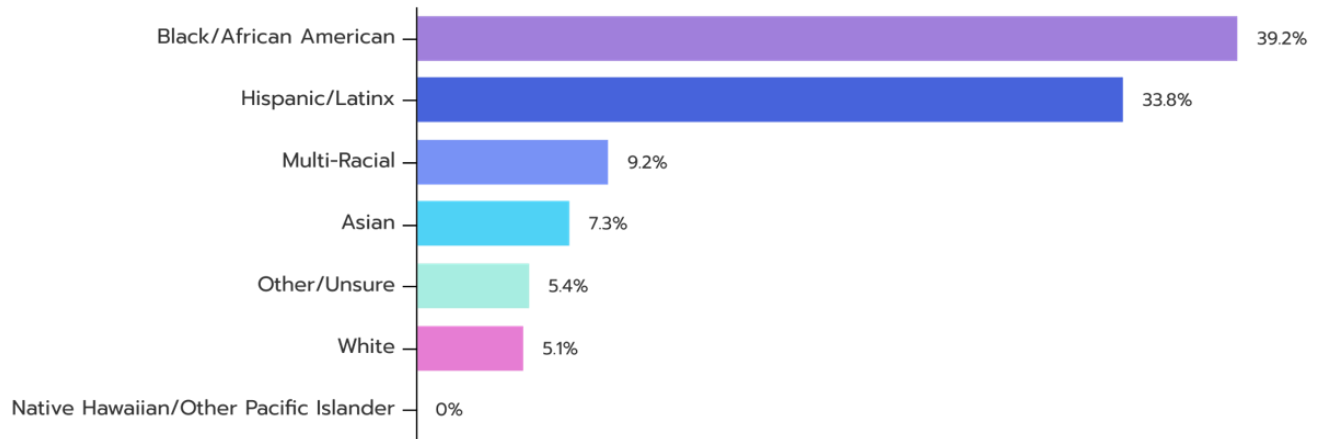
1. Children in families enrolled in a Public Assistance Program (CalFRESH, CalWORKS, SSI, or TANF)
2. Children experiencing homelessness
3. Children in foster care
4. Children in families with income under the Federal Poverty Level

Using the program's Selection Criteria Point System, the Program automatically calculates points from a family's application. Each application will get a score. The applicants with the highest score based on the Selection Criteria need will be selected first. This means that families with the highest points will be at the top of the waitlist and prioritized for enrollment over families with a lower number of points. Last year's Selection Criteria and point allocation is listed below:

<b>Eligibility Criteria</b>	<b>Points</b>
Homeless	200
Foster	200
Public Assistance: TANF and/or Supplemental Security Income	125
0 to 25%	20
26% to 50%	15
51% to 75%	10
76% to 100%	5
<b>Age Criteria – Head Start</b>	<b>Points</b>
Head Start - Transition from Early Head Start to Head Start Program	50
Head Start – Class Age 4 years old (does not apply to TK-Eligible children)	25
Head Start – Class Age 3 years old	10
<b>Age Criteria – Early Head Start</b>	<b>Points</b>
Early Head Start - Pregnant Women - 18 Months Old	25
Early Head Start – 18 months or older	10
<b>Child Disability</b>	<b>Points</b>
Diagnosed with current <i>IFSP</i> or <i>IEP</i> from RCEB or OUSD (eligible for services under IDEA)	50
<b>Parental Status/Other Situations:</b>	<b>Points</b>
Transfer from another Early Head Start/Head Start Program	50
Homeless families in imminent risk of unsheltered/unstable housing situations; in car, hotel, emergency shelter, transitional housing, fleeing from violence, on the street, doubled- up, or in another temporary housing arrangement of 30 days or <u>less</u> .	50
Family in Crisis (death of a family household member, exposed to violence, domestic violence, chronic/terminal illness, incarceration, mental health concerns, fire or another catastrophic event, etc.)	20
Child Protective Services (CPS) (At Risk for Abuse or Neglect) or Court Order	20
COVID 19 Pandemic – Family has lost or is at risk of losing employment/housing, due to COVID 19	20
Teen parent(s) 19 years or younger.	20
Referral from Homeless Shelter, Health or Social Services Agency	10

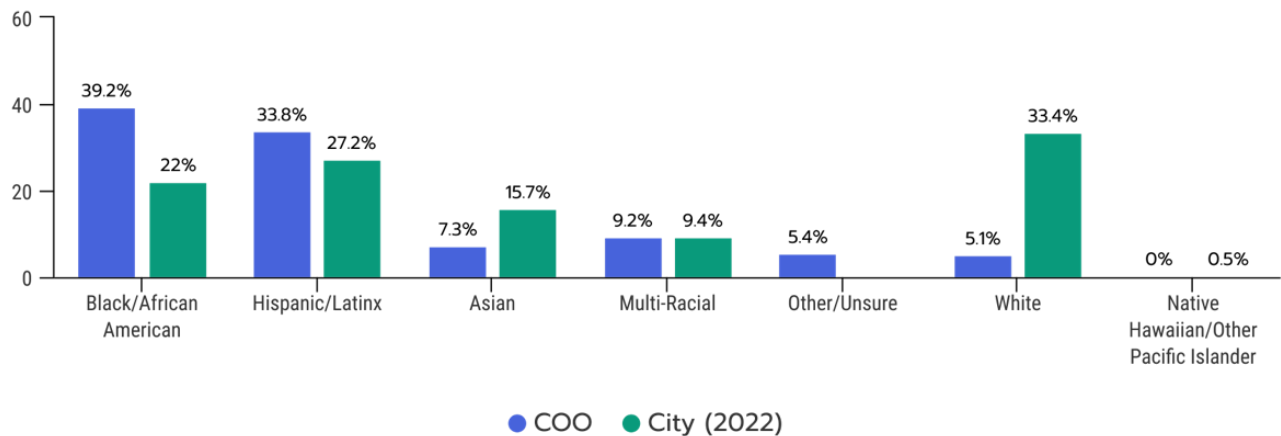
Question 2: How many families are on the program’s waitlist? What are the racial demographics of the families waitlisted by the Program?

As demonstrated in charts 1-3, there are 370 children currently on the Program’s waitlist. 39% of waitlisted families program-wide identify as Black or African American, and 34% of waitlisted families identify as Hispanic or Latinx. There is only slight variation in the demographics of waitlisted families broken out by Head Start and Early Head Start program options. One difference is that 13% of families waitlisted for Early Head Start identify as Multi-Racial compared to 6% for Head Start.



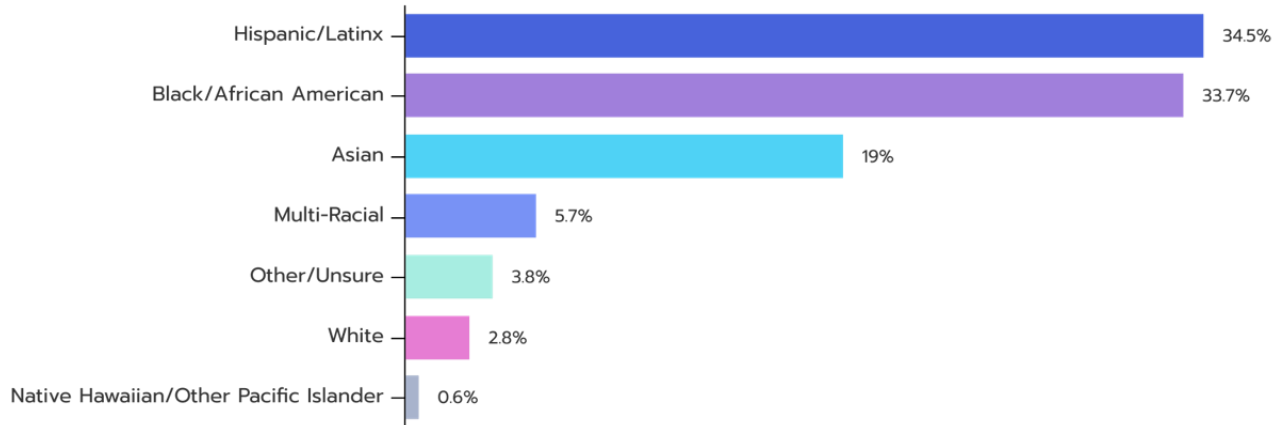
Question 3: How do the racial demographics of the Program’s waitlisted families compare to the City’s racial demographics overall?

There is a higher proportion of Black or African American and Hispanic or Latinx families on the waitlist compared to city demographics. There is a lower proportion of Asian families on the waitlist compared to city demographics. There is a significantly lower percentage of white families on the waitlist compared to city demographics.



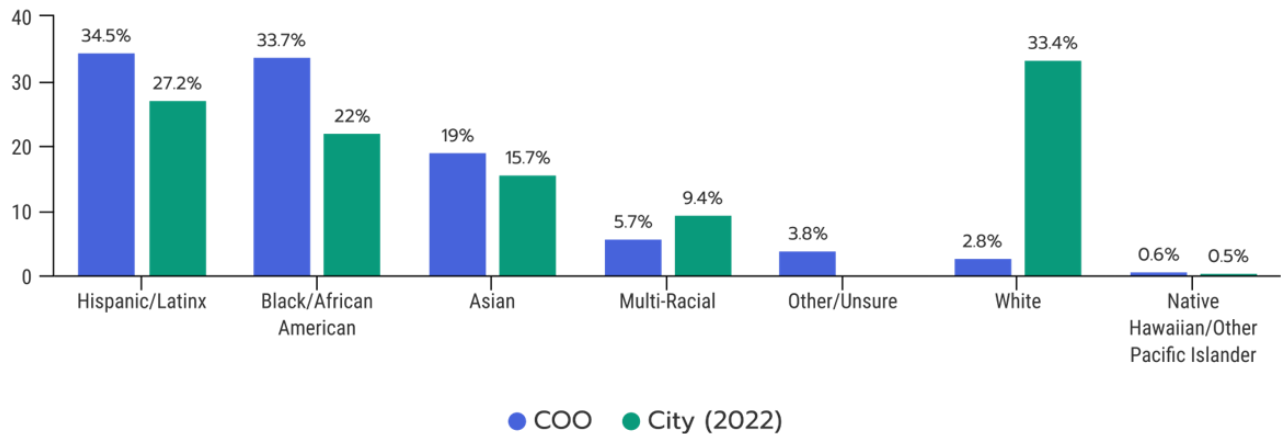
### Question 4: What are the racial demographics of families enrolled in the Program?

The data below reflect the racial demographics of Program participants as of February 3, 2023. Families identifying as Hispanic or Latinx are the primary demographic represented in enrolled participants, followed closely by Black or African American families. The third largest racial group served by the Program are families identifying as Asian.



### Question 5: How do the racial demographics of the program's enrolled families compare to the City's racial demographics overall?

There is a higher proportion of Black or African American and Hispanic or Latinx families served in the program compared to city demographic data. There is a significantly lower proportion of white families served compared to city demographic data. The proportion of Asian families served is slightly higher than the city demographic data, and the proportion of multi-racial families is slightly lower than the city demographic data.



### Additional Considerations

There is a higher proportion of Black or African American and Hispanic/Latinx applicants to the Head Start Program compared to other racial groups, which is a primary reason there are more Black or African American and Hispanic or Latinx families on the waitlist for program services. There is also a lower number of white applicants to the Head Start Program compared to other groups, contributing to the low number of white families both enrolled and waitlisted by the Program.