



<http://hs.sbcounty.gov/psd>

**San Bernardino County Head Start Shared Governance Board Meeting
Agenda for January 20, 2022**

JOE BACA, JR., CHAIR
SBC 5th District Supervisor

TED ALEJANDRE, VICE-CHAIR
SBC Superintendent of Schools

MICHAEL SEQUEIRA, MD, PUBLIC HEALTH OFFICER
SBC Public Health

DR. GEORGINA YOSHIOKA, INTERIM DIRECTOR
SBC Behavioral Health

JANKI PATEL, CHILDREN'S NETWORK OFFICER
SBC Children's Network

LORENA ALATORRE
Head Start Policy Council Chair
Crestline Head Start
SGB Representative

TANISHA BRADLEY
Head Start Policy Council Member
Community Representative
SGB Representative

JEANETTE SENEVIRATNE
Head Start Policy Council Member
Community Representative
SGB Representative

TIME: 2:00 P.M. to 4:00 P.M.

Join Zoom Meeting

<https://us02web.zoom.us/j/82303351418?pwd=VjhGZTk3STJLZE05a0lpTVJOU3Q0QT09>

Meeting ID: 823 0335 1418

Password: 8Z6E8y

One tap mobile

+16699006833,,82303351418#,,1#,532060# US (San Jose)

+12532158782,,82303351418#,,1#,532060# US (Tacoma)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 823 0335 1418

Password: 532060

Find your local number: <https://us02web.zoom.us/j/82303351418>

This meeting will utilize the "ZOOM" conferencing platform pursuant to the provisions of the Governor's Executive Order N-29-20 dated March 17, 2020, which suspends certain requirements of the Ralph M. Brown Act. Interpreters for hearing impaired and Spanish speaking individuals will be made available with forty-eight hours' notice. Please call PSD staff (909) 383-2078 to request the service. PSD will accept public comments in advance of the meeting by email, send to Sharmaine.Robinson@psd.sbcounty.gov, comments will be distributed to the SGB and read into the record at the Public Comment portion of the meeting. If you wish to address a specific agenda item, please identify the item number in your email. In order to ensure timely submission, please submit your comments by 12:00 p.m. on Wednesday, January 19, 2022.

- 1. CALL TO ORDER** Supervisor Joe Baca, Jr., Chair
- 2. WELCOME/INTRODUCTIONS** Supervisor Joe Baca, Jr., Chair
 - 2.1 New Department of Behavioral Health Interim Director - Dr. Georgina Yoshioka
- 3. PUBLIC COMMENT** Supervisor Joe Baca, Jr., Chair

- 4. PRESENTATION OF THE AGENDA** Shar Robinson, Secretary
Notice of minor revisions to agenda items, items removed or continued.
- 5. EXECUTIVE REPORTS/PROGRAM UPDATES**
- 5.1 Receive Report of Program Updates (Oral Report) Jacquie Greene, Director
 - 5.2 Receive Administration for Children & Families – Grant Application & Budget Instrument (GABI) Tentative Plans 2022-23 (Oral Report) Jacquie Greene, Director
 - 5.3 School Readiness Baseline Outcomes 2021-22 LaTrenda Terrell, Program Manager
 - 5.4 Receive Monthly 2021-22 Program Information Report Debra Billings-Merlos, Deputy Director
 - 5.5 Quarterly Performance Measures – Quarter 1 Arlene Molina, Deputy Director
 - 5.6 Receive Finance Report(s) Madeline Tsang, Administrative Manager
 - 5.6.1 Equipment & Budget Transfer Request - Yucca Valley Shade Structure – Amount Increased
 - 5.6.2 Budget to Actuals
 - 5.6.2.1 Fiscal Year 2019-20
 - 5.6.2.2 Fiscal Year 2020-21
 - 5.6.2.3 Fiscal Year 2021-22
- 6. SGB TRAINING/REFRESHER**
- 6.1 Overview of Parent, Family, Community Engagement Arlene Molina, Deputy Director
 - 6.2 Overview of Policy Council Arlene Molina, Deputy Director
- 7. CONSENT ITEMS** Supervisor Joe Baca, Jr., Chair
- 7.1 Approve SGB Minutes
 - 7.1.1 October 21, 2021
 - 7.1.2 November 18, 2021
 - 7.1.3 December 17, 2021
 - 7.1.4 January 14, 2022
- 8. DISCUSSION ITEMS**
- 8.1 Vice Chair Election 2022 Supervisor Joe Baca, Jr., Chair
 - 8.2 Resolution No. 2022-1-20
 - 8.2.1 Consider Resolution finding that meeting in person may present an imminent risk to the health or safety of some meeting attendees as a result of the COVID-19 state of emergency
 - 8.2.2 Make alterations if necessary to the Resolution
 - 8.2.3 Adopt Resolution No. 2022-1-20
 - 8.3 Approve PSD Annual Report 2021-22 Jacquie Greene, Director
- 9. INFORMATIONAL ITEMS** Supervisor Joe Baca, Jr., Chair
- 9.1 Next Shared Governance Board Meeting – March 24, 2022
- 10. EXECUTIVE COMMENT** Supervisor Joe Baca, Jr., Chair
- 11. ADJOURNMENT** Supervisor Joe Baca, Jr., Chair

5.3 School Readiness Baseline Outcomes 2021-22



PRESCHOOL SERVICES DEPARTMENT

SCHOOL READINESS CHILD OUTCOMES REPORT

2021-2022

Education Program Managers



Framework for Programs Serving Preschool Children and Their Families

Head Start views school readiness as children possessing the skills, knowledge, and attitudes necessary for success in school and for later learning in life. Physical, cognitive, social, and emotional development are all essential **outcomes** of school readiness for children birth to age 5.

- Approaches to Learning
- Social and Emotional Development
- Language, Communication and Literacy Development
- Cognition (Mathematics and Scientific Reasoning)
- Perceptual, Motor, and Physical Development

The **Curriculum** along with **Child Assessment(s)** address or align with the established goals for children and their family.

The **Framework** outlines the key areas and expectations for child development and learning.

Head Start Early Learning Outcomes Framework (HSELOF)

		CENTRAL DOMAINS				
		APPROACHES TO LEARNING	SOCIAL AND EMOTIONAL DEVELOPMENT	LANGUAGE AND LITERACY	COGNITION	PERCEPTUAL, MOTOR, AND PHYSICAL DEVELOPMENT
▲ INFANT/TODDLER DOMAINS	Approaches to Learning	Social and Emotional Development	Language and Communication	Cognition	Perceptual, Motor, and Physical Development	
● PRESCHOOLER DOMAINS	Approaches to Learning	Social and Emotional Development	Language and Communication	Mathematics Development	Perceptual, Motor, and Physical Development	
			Literacy	Scientific Reasoning		

Parent, Family, and Community Engagement (PFCE) Framework

Head Start Parent and Family Engagement Outcomes

1. FAMILY WELL-BEING	Parents and families are safe, healthy, and have increased financial security.
2. POSITIVE PARENT-CHILD RELATIONSHIPS	Beginning with transitions to parenthood, parents and families develop warm relationships that nurture their child's learning and development.
3. FAMILIES AS LIFELONG EDUCATORS	Parents and families observe, guide, promote, and participate in the everyday learning of their children at home, school, and in their communities.
4. FAMILIES AS LEARNERS	Parents and families advance their own learning interests through education, training and other experiences that support their parenting, careers, and life goals.
5. FAMILY ENGAGEMENT IN TRANSITIONS	Parents and families support and advocate for their child's learning and development as they transition to new learning environments, including EHS to HS, EHS/HS to other early learning environments, and HS to kindergarten through elementary school.
6. FAMILY CONNECTIONS TO PEERS AND COMMUNITY	Parents and families form connections with peers and mentors in formal or informal social networks that are supportive and/or educational and that enhance social well-being and community life.
7. FAMILIES AS ADVOCATES AND LEADERS	Parents and families participate in leadership development, decision-making, program policy development, or in community and state organizing activities to improve children's development and learning experiences.



COLLECTION OF DATA

- **Child Level Data**
 - **Child Outcome Reports**
 - **Informs individualized school readiness goals**
- **Aggregation of Data:**
 - **Classroom level**
 - **Trends to inform classroom level teaching practices**
 - **Site level**
 - **Trends to inform site level improvement**
 - **Agency level**
 - **Trends to modify school readiness goals**
- **Disaggregation of Data**
 - **Gender**
 - **Returning children**
 - **Disability**
 - **Language**

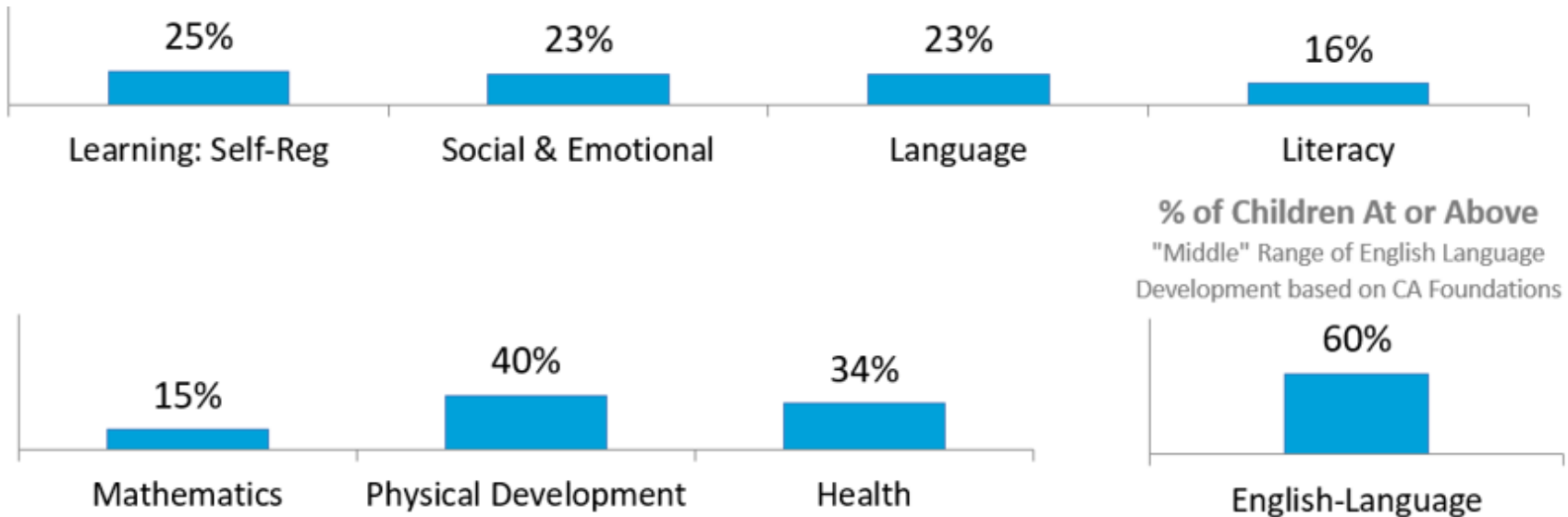
FREQUENCY OF DATA COLLECTION

- **The Desired Results Development Profile (DRDP) is the assessment tool utilized to capture child outcomes.**
- **Child Outcome Data is collected 3 times per year**
 - **Fall**
 - **Winter**
 - **Spring**
- **The children’s school readiness goals are evaluated and updated after each assessment period to ensure they are receiving the support necessary for them to reach their individualized goals.**

DRDP Results for Preschoolers: Fall 2021-2022 Rating Period

Domain Comparison for All Preschoolers

Fall 2021-2022 Percentage of Children At or Above Foundation Expectations



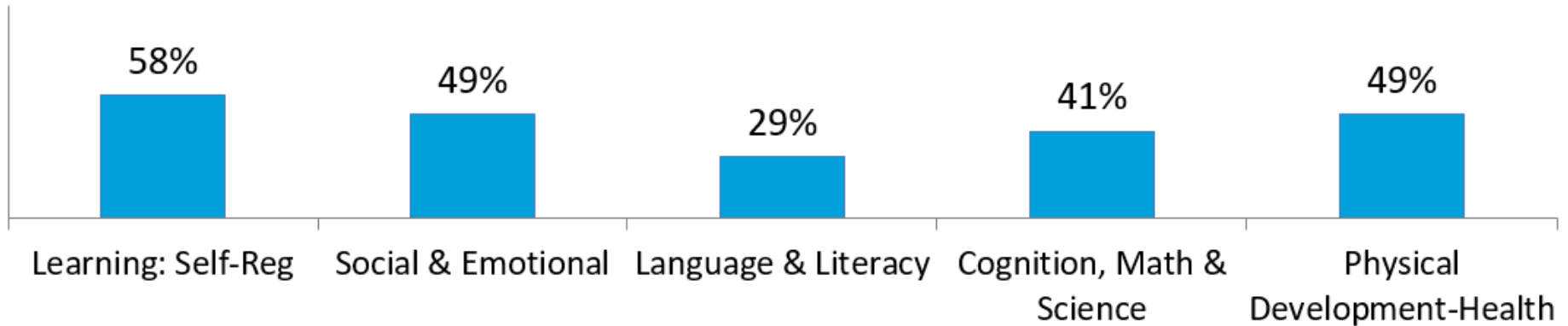
% of Children At or Above
"Middle" Range of English Language
Development based on CA Foundations

	Total
# of Children	1,620
Average Age (years)	4.2
% of English Language Learners	20%

DRDP Results for Infants & Toddlers: Fall 2021-2022 Rating Period

Domain Comparison for All Infants & Toddlers

Fall 2021-2022 Percentage of Children At or Above Foundation Expectations



	Total
# of Children	285
Average Age (years)	2.0
% of English Language Learners	13%

THANK YOU!



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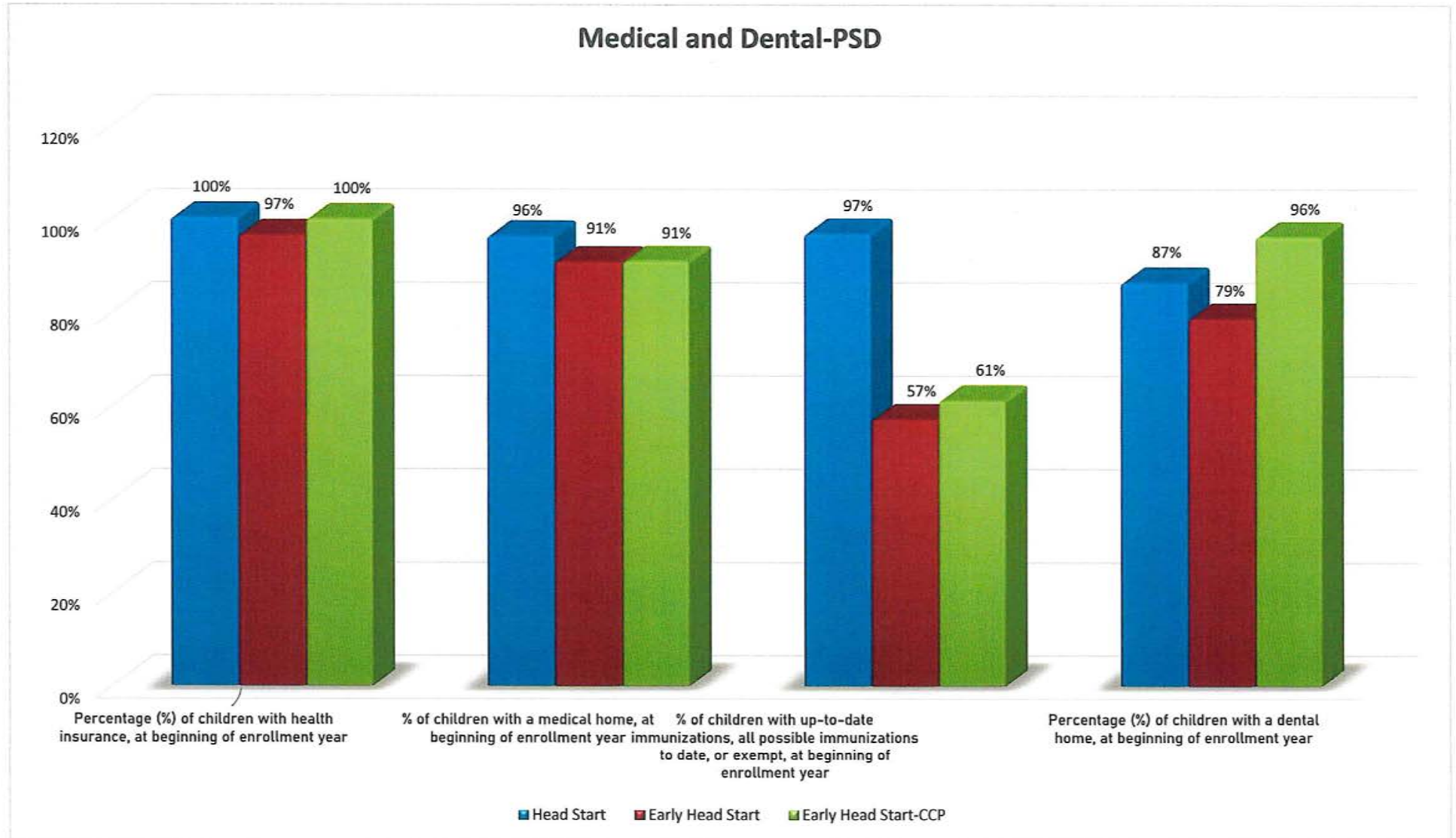


5.4 Receive Monthly 2021-22 Program Information Report

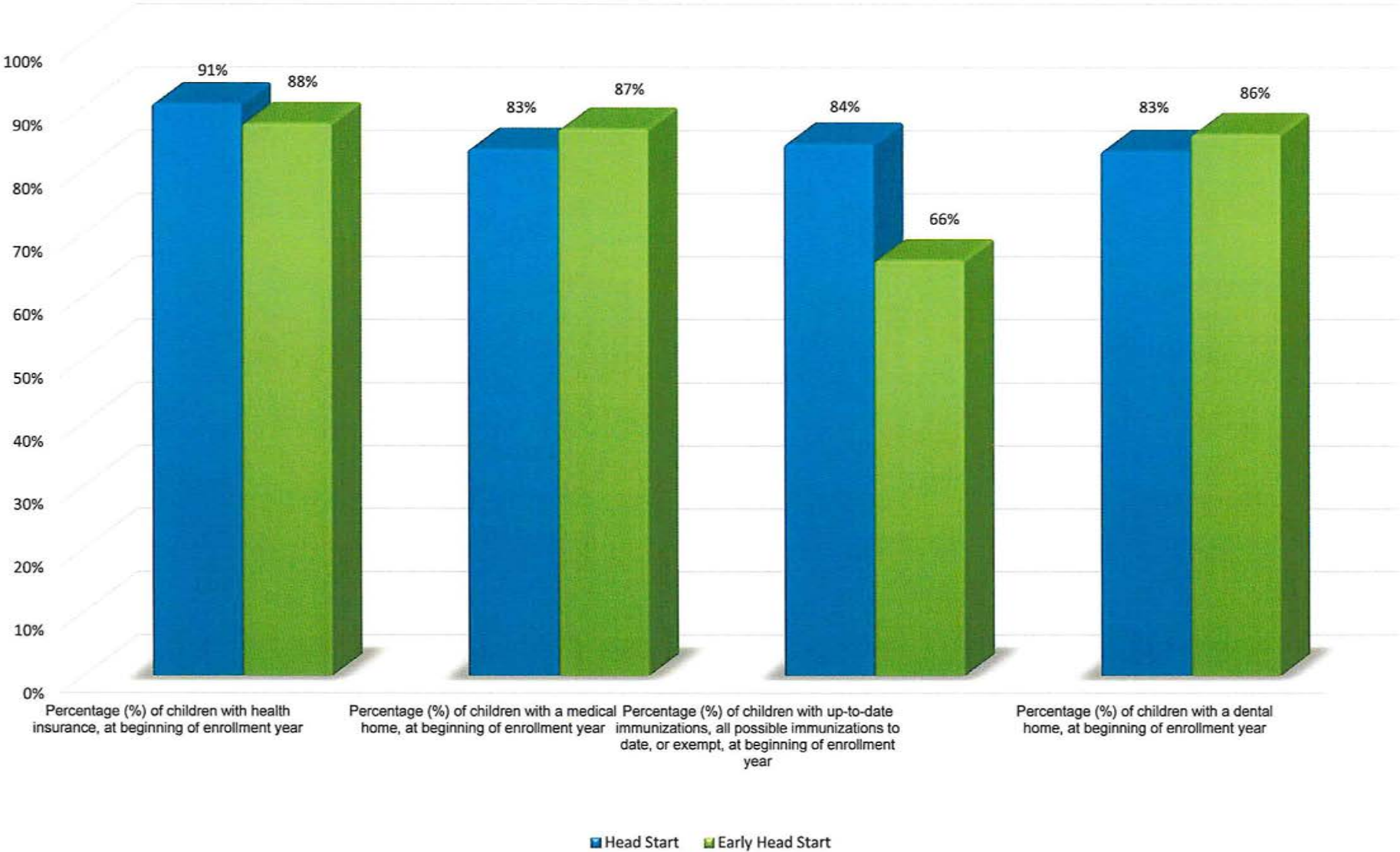
PIR Data for PC January 2022

Preschool Services Department Program Information Report December 2021

The following chart represents the Medical and Dental data collected from Child Plus as of January 3, 2022:

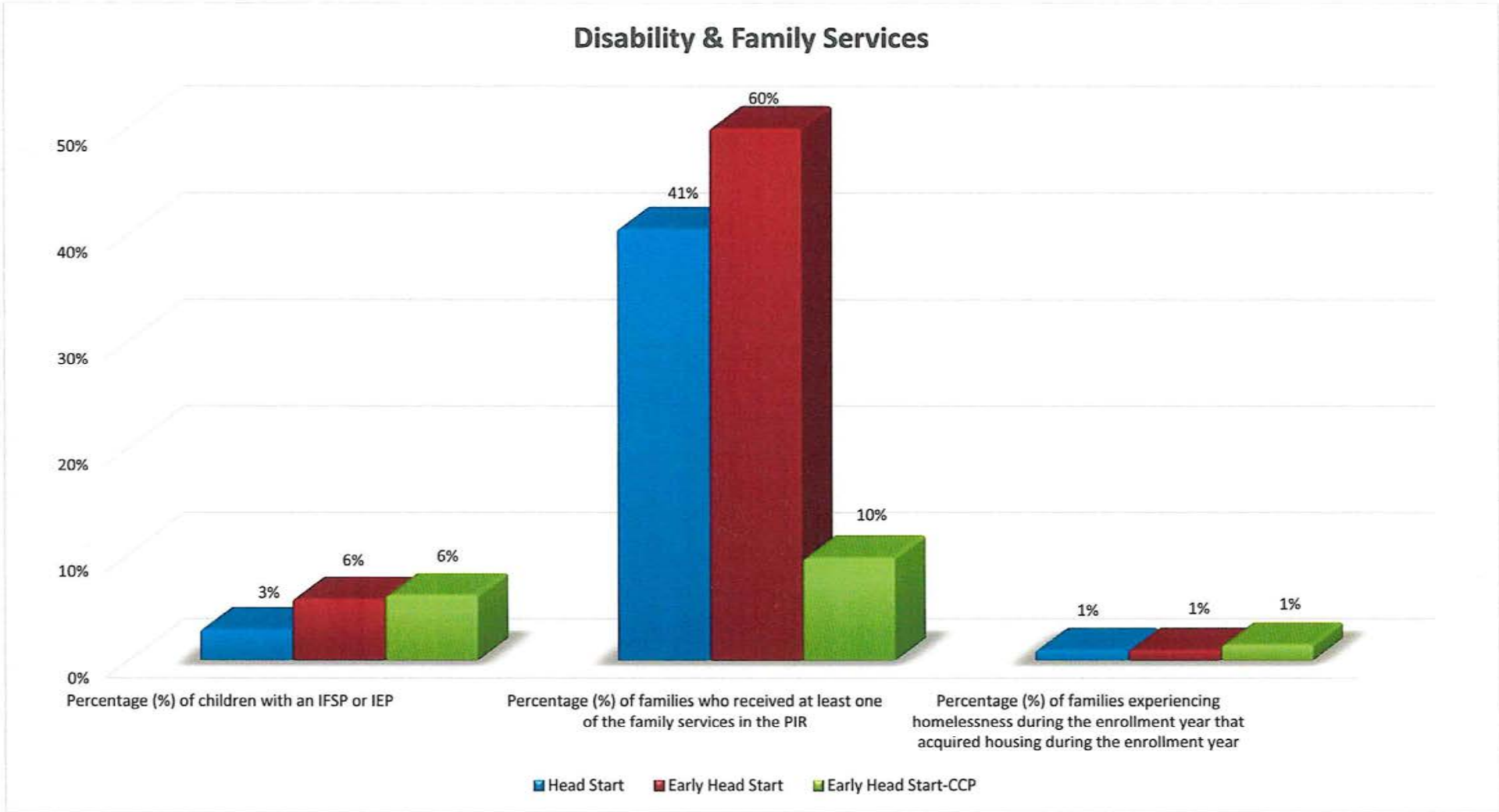


Medical and Dental-Easter Seals

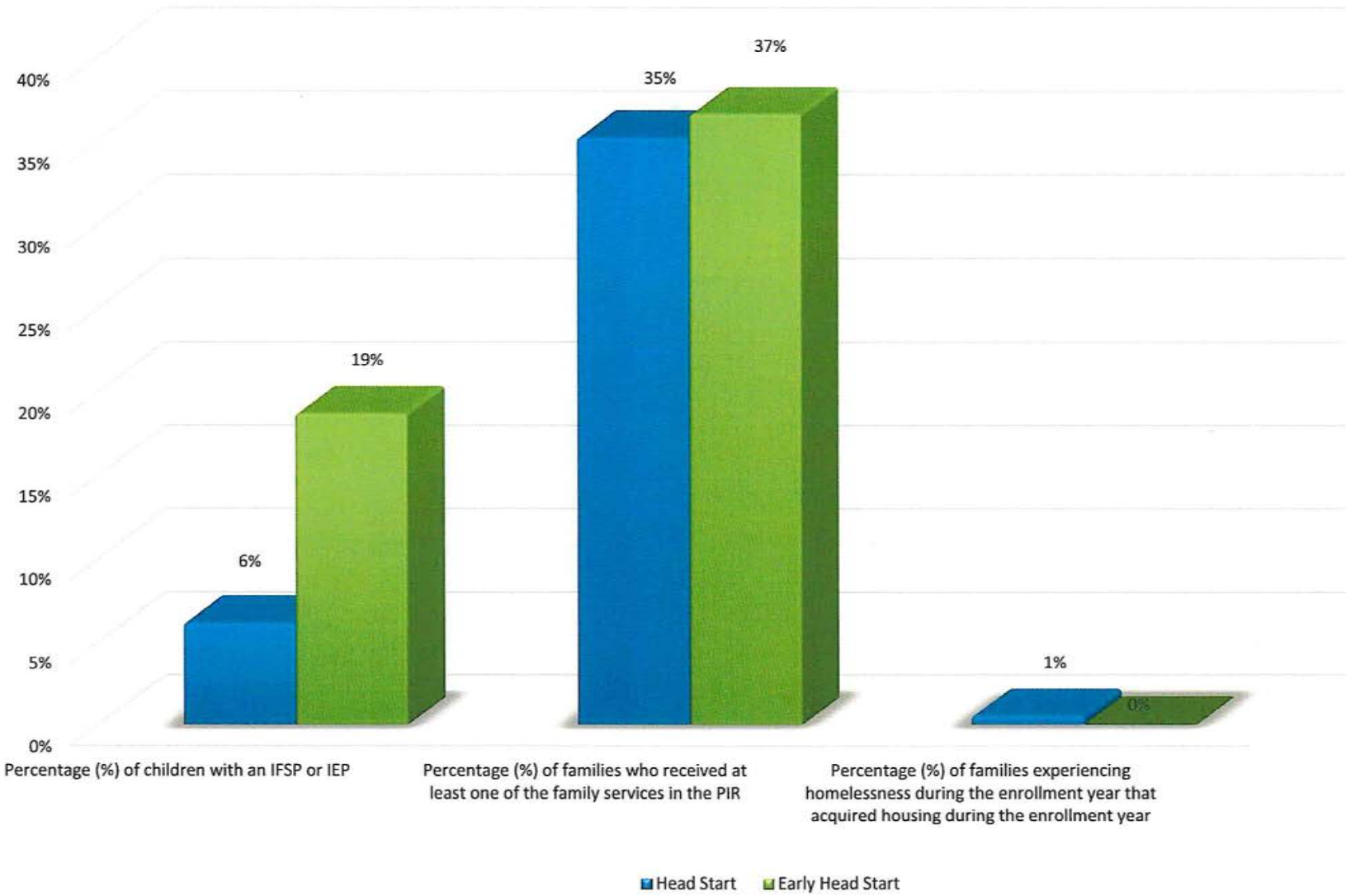




The following chart represents the Disability and Family Services data collected from Child Plus as of January 3, 2022:

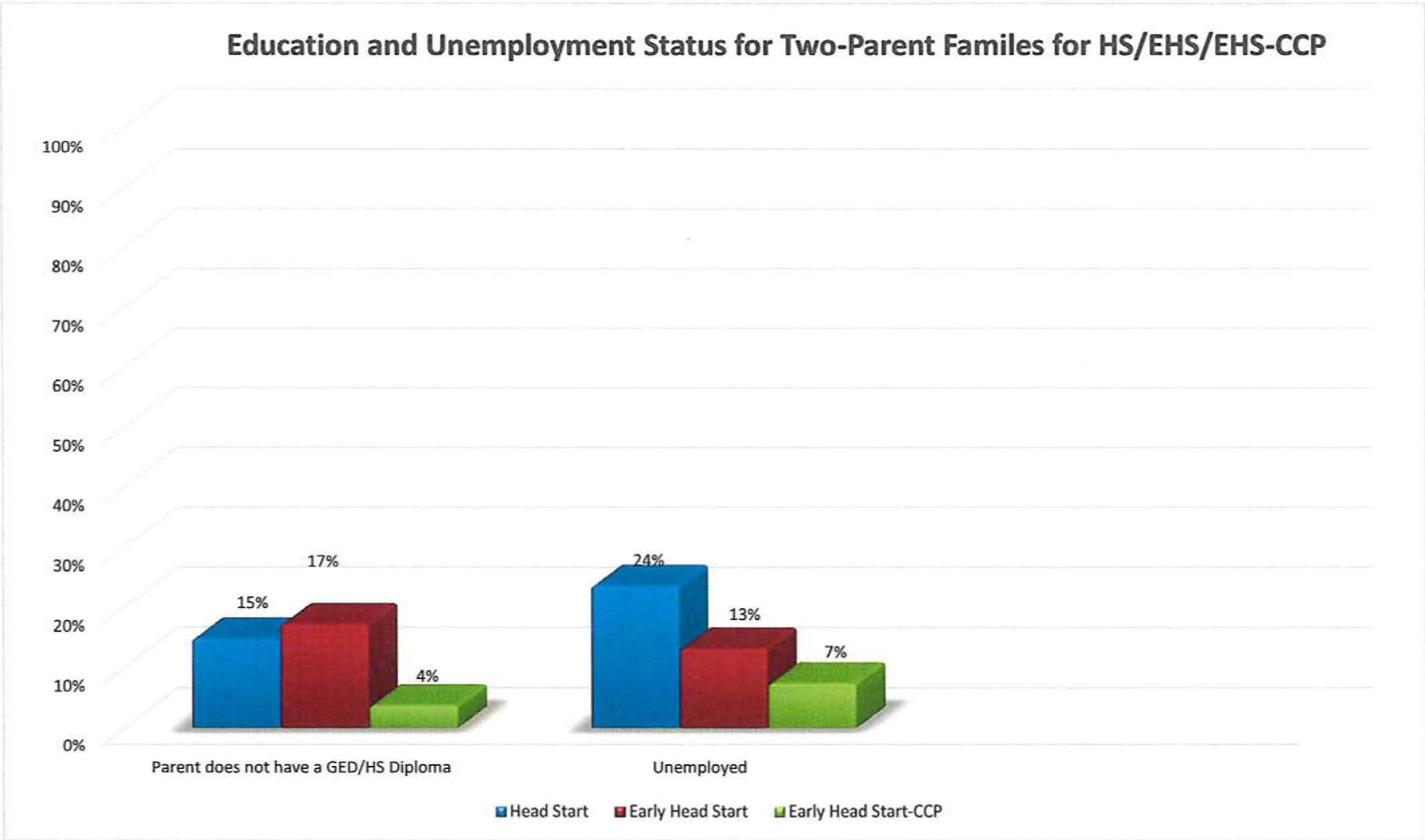


Disability & Family Services-Easter Seals

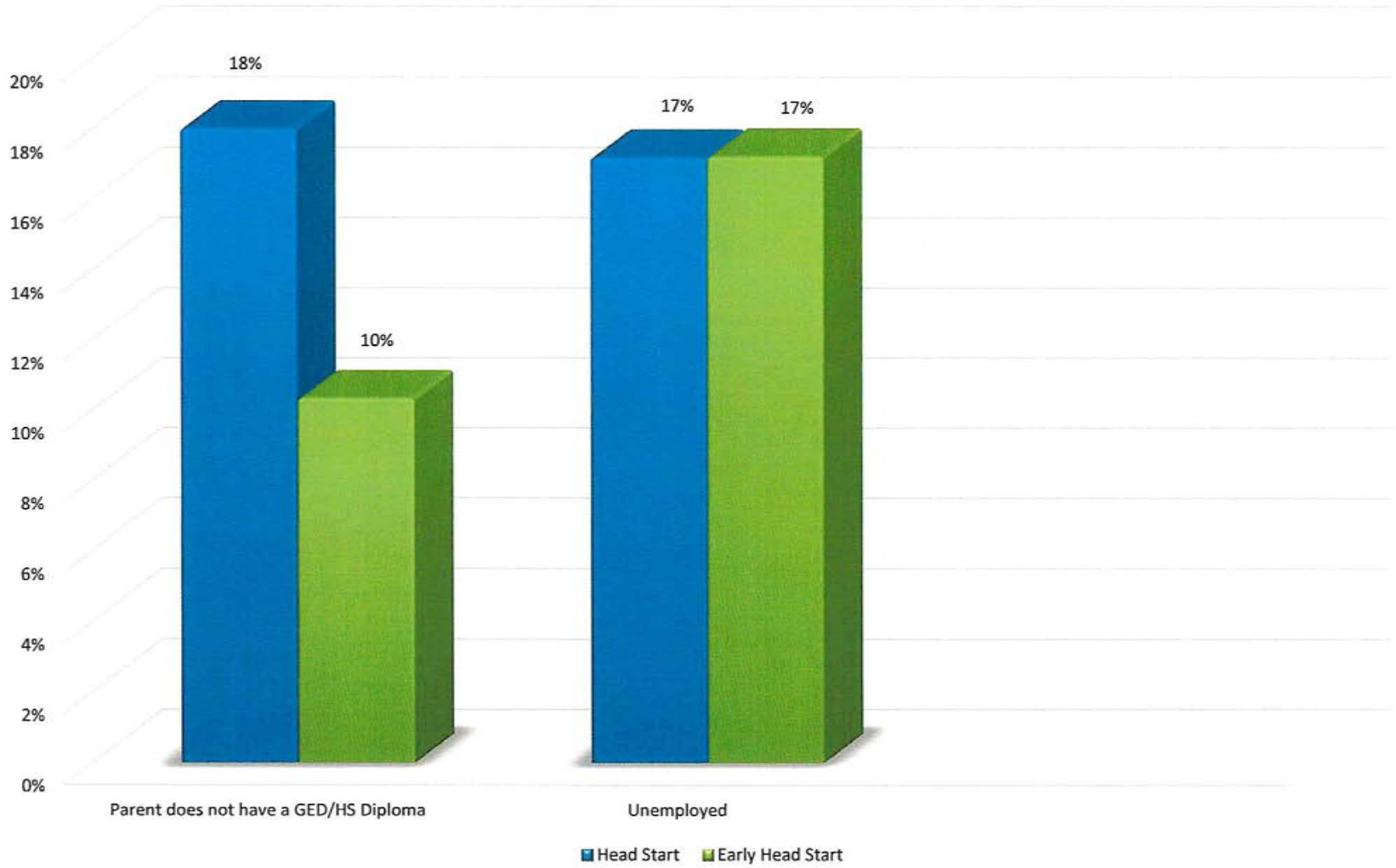


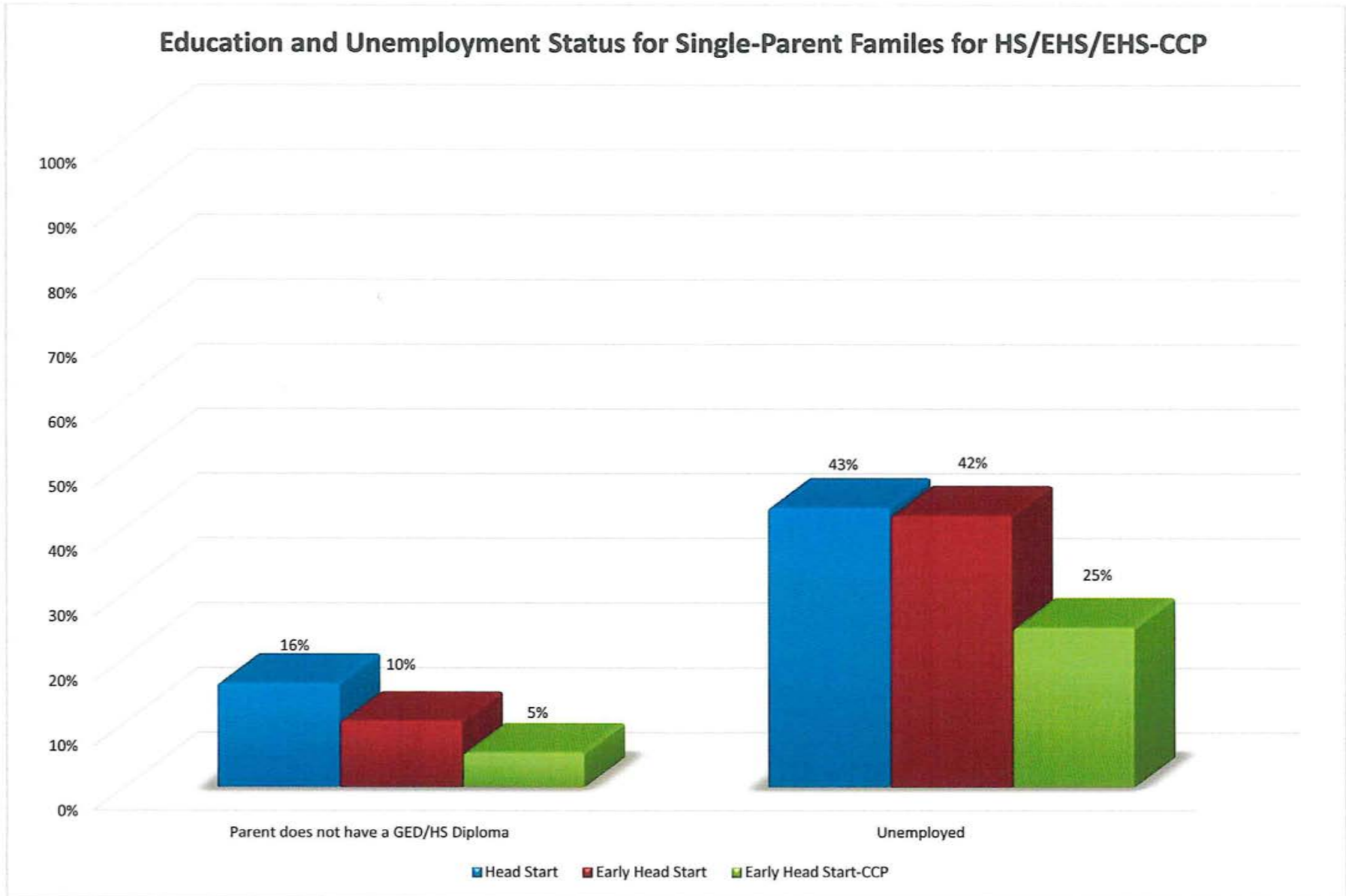


The following chart represents the Education and Unemployment data collected at time of enrollment from Child Plus for Two-Parent and One-Parent families as of January 3, 2022:

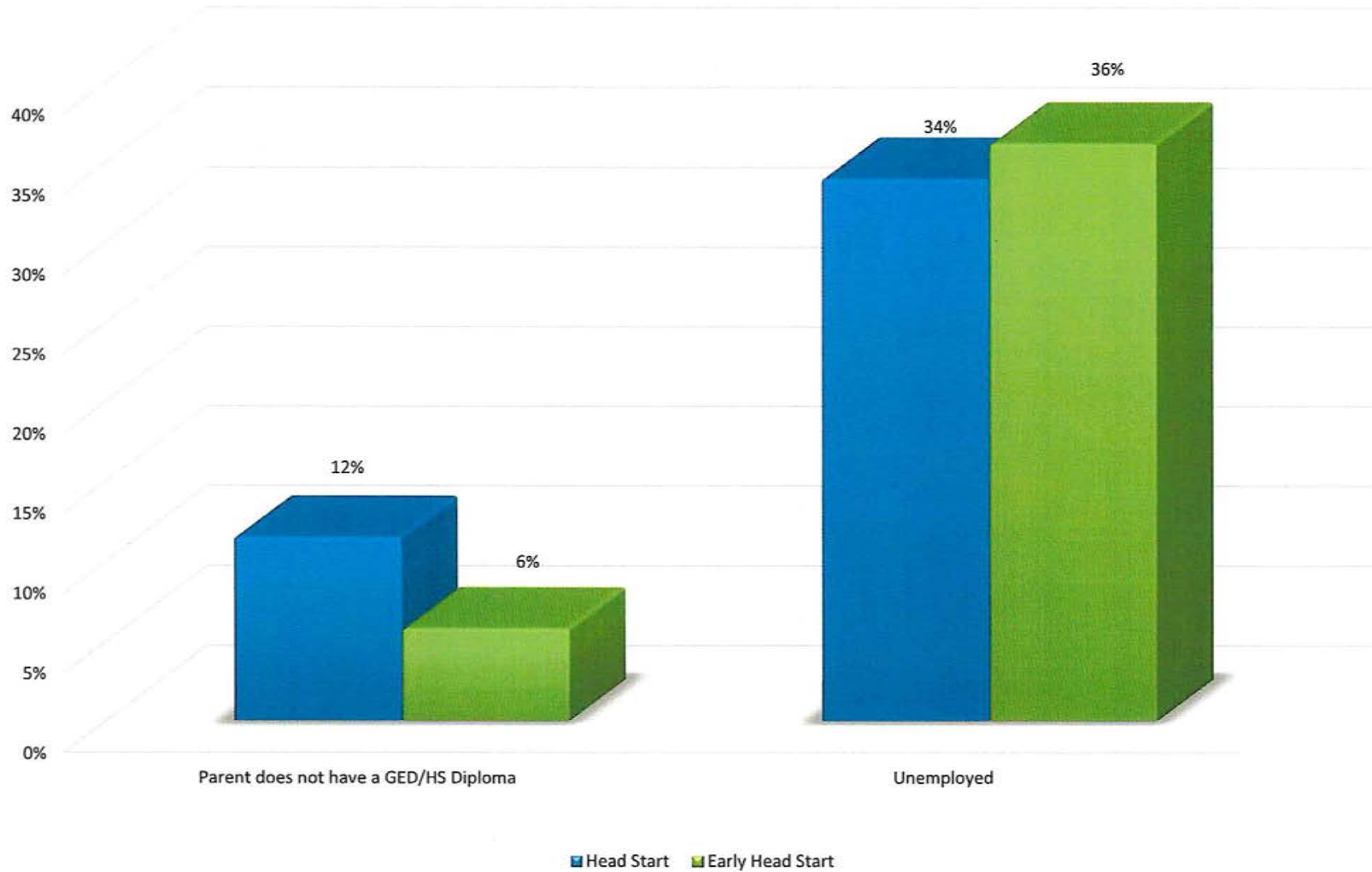


Education and Unemployment status for Two-Parent Families for HS/EHS-Easter Seals





Education and Unemployment Status for Single-Parent Families for HS/EHS-Easter Seals



5.5 Quarterly Performance Measures – Quarter 1

County of San Bernardino
PRESCHOOL SERVICES DEPARTMENT
Performance Measures Report - FY 2022

COUNTY GOAL: IMPLEMENT THE COUNTYWIDE VISION		Measure	20-21 Target	Acc. Quarter 1	20-21 Quarter 2	20-21 Quarter 3	20-21 Quarter 4
OBJECTIVE	Strategically engage particular Vision Element Groups to support and expand the County's public facing Vision projects.	Percentage of children not meeting developmental expectations in literacy skills on the 1st assessment who subsequently meet the standard by the end of the program year, utilizing the Desired Results Developmental Profile (DRDP) 2015 assessment tool.	55%	N/A	13%		
STRATEGY	Promote school readiness.						
STRATEGY	Support the Countywide Vision Regional Implementation Goal: "Partner with all sectors of the community to support the success of every child from cradle to career."						
STRATEGY	Support the Vision2Read Initiative.						
STRATEGY	Identify the number of Head Start/State Preschool children ages 3 – 5 not meeting developmental expectations based on the Head Start Early Learning Outcomes Framework for their age in Literacy skills on the first quarter's assessment, and reduce this count by 55% by June 30,2022.						
EXPLANATION	Year round, full day children are assessed three times a year. After the second assessment, of the initial 271 children who did not meet developmental expectations in literacy skills, 12.9% (35) of those children are now meeting developmental expectations. The department expects to see 55% of the children improving their scores as described by the end of the 2020-21 program year.						

PRESCHOOL SERVICES DEPARTMENT
Performance Measures Report - FY 2022

COUNTY GOAL: IMPLEMENT THE COUNTYWIDE VISION		Measure	20-21 Target	Acc. Quarter 1	20-21 Quarter 2	20-21 Quarter 3	20-21 Quarter 4
OBJECTIVE	Strategically engage particular Vision Element Groups to support and expand the County's public facing Vision projects.						
STRATEGY	Promote school readiness.						
STRATEGY	Support the Countywide Vision Regional Implementation Goal: "Partner with all sectors of the community to support the success of every child from cradle to career."						
STRATEGY	Identify the number of Early Head Start children ages 18 – 36 months not meeting developmental expectations based on the Head Start Early Learning Outcomes Framework for their age in social emotional skills on the first quarter's assessment, and reduce this count by 30% by June 30, 2022.	Percentage of children not meeting developmental expectations in social emotional skills on the 1st assessment who subsequently meet the standard by the end of the program year, utilizing the Desired Results Developmental Profile (DRDP) 2015 assessment tool.	30%	N/A	-13%		
EXPLANATION	Year round, Early Head Start children are assessed three times a year. After the second assessment, there was an increase in the number of children assessed not meeting developmental expectations in social emotional skills. There was an increase of 13% of children not meeting these developmental expectations, resulting in 62% (129) of the children not meeting developmental expectations in social emotional skills. This increase can potentially be attributed to several factors including: affects in social emotional skills due to COVID, parents returning to work, children not attending school due to COVID or other related health issues, and delayed effects of the distance learning. The department's target is 30% of these children to meet developmental expectations by June 30,2022.						

PRESCHOOL SERVICES DEPARTMENT
Performance Measures Report - FY 2022

COUNTY GOAL: PROVIDE FOR THE SAFETY, HEALTH AND SOCIAL SERVICE NEEDS OF COUNTY RESIDENTS		Measure	20-21 Target	Acc. Quarter 1	20-21 Quarter 2	20-21 Quarter 3	20-21 Quarter 4
OBJECTIVE	Partner with County and non-County agencies and maximize the use of Federal and State programs and funding to address the public health, safety and social service needs of County residents and move participants to self-sufficiency.	Number of foster children enrolled.	415	163 (39%)	205 (49%)		
STRATEGY	Increase the enrollment opportunities for foster children.						
STRATEGY	Enhance the referral process of enrollment with the Children and Family Services Department.						
EXPLANATION	Preschool Services did not meet its target at first quarter 2021-22. The department enrolled an additional 42 foster children in its various programs during the second quarter. Recruitment efforts are ongoing and the department expects to achieve the target by the fourth quarter.						

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Shade Structure – Amount Increased

**Preschool Services Department
Administration**

Jacquelyn Greene
Director

**FY 2021-22 Head Start (09CH011719-02)
Equipment & Budget Transfer Request
Approval by the Policy Council and Shared Governance Board**

San Bernardino County Preschool Services Department (PSD) is requesting approval of the following equipment purchase and related budget transfer within the Head Start (HS) program for the current fiscal year:

Equipment Purchase

San Bernardino County’s Preschool Services Department is requesting to install a shade structure at the PSD Yucca Valley Head Start site. Shade over the playground equipment and site playground area will keep the kids safe from prolonged sunlight exposure as the playground area is exposed to extreme heat and sunlight for extended periods. The shade structure will be 700 square feet and will be adjacent to the school building, covering the entire playground area. The cost to install the shade structure is one-time and there are no ongoing costs to maintain the shade structure.

Per Head Start Environmental and Safety Policy for California, every preschool site must be equipped with sufficient amount of outdoor shade [(101238.2 (b) (1)) – California Title 22 and the Head Start Program Performance Standards]

GABI Code	Budget Category	Amount	Item
D	Equipment	\$74,510	Yucca Valley Site Shade Structure

BOARD OF SUPERVISORS

COL. PAUL COOK (RET.)
First District

JANICE RUTHERFORD
Head Start SGC Area Manager
Second District

DAWN ROWE
Third District

CURT HAGMAN
Chairman, Youth District
Fourth District

JOE BACA, JR.
Fifth District

Leonard X. Hernandez
January 20, 2022
Executive Officer

Budget Transfers

Head Start

GABI Codes	Budget Categories	Current Amount	CAN # G094122		Revised Amount
			Transfer Out	Transfer In	
A	Salaries	\$23,063,481	\$(48,502)		\$23,014,979
B	Fringe Benefits	\$13,493,930	\$(26,008)		\$13,467,922
C	Travel	\$99,649			\$99,649
D	Equipment	\$337,910		\$74,510	\$412,420
E	Supplies	\$1,877,898			\$1,877,898
F	Contractual	\$9,659,164			\$9,659,164
G	Construction	\$0			\$0
H	Other	\$9,935,048			\$9,935,048
	Total	\$58,467,080	\$(74,510)	\$74,510	\$58,467,080

The Head Start Shared Governance Board and Head Start Parent Policy Council approved this request in an amount of \$48,510 at their respective meetings on August 16, 2021 and August 19, 2021. The County Project Management Division informed PSD in December of 2021 that the cost of the shade structure needs to be increased by \$26,000 due to material increases. PSD is presenting this item to the Head Start Shared Governance Board and Policy Council as information item at their respective meetings on January 20, 2022 and January 18, 2022.



**Preschool Services Department
Administration**

Jacquelyn Green
Interim Director

**FY 2021-22 Head Start (09CH011719-02)
Equipment & Budget Transfer Request
Approval by the Policy Council and Shared Governance Board**

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D	Equipment	\$48,510	Yucca Valley Site Shade Structure

BOARD OF SUPERVISORS

COL. PAUL COOK (RET.)
First District

JANICE RUTHERFORD
Head Start SGB Agenda Packet
Second District

DAWN ROWE
Third District

CURT HAGMAN
Chairman, Fourth District

JOE BACA, JR.
Fifth District

Leonard X. Hernandez
January 20, 2022
Deputy Director

Budget Transfers


Head Start

GABI Codes	Budget Categories	Current Amount	CAN # G094122		Revised Amount
			Transfer Out	Transfer In	
A	Salaries	\$23,063,481	\$(32,502)		\$23,030,979
B	Fringe Benefits	\$13,493,930	\$(16,008)		\$13,477,922
C	Travel	\$99,649			\$99,649
D	Equipment	\$337,910		\$48,510	\$386,420
E	Supplies	\$1,877,898			\$1,877,898
F	Contractual	\$9,659,164			\$9,659,164
G	Construction	\$0			\$0
H	Other	\$9,935,048			\$9,935,048
	Total	\$58,467,080	\$(48,510)	\$48,510	\$58,467,080

The Head Start Shared Governance Board and Head Start Parent Policy Council approved this request at their respective meetings on August 16, 2021 and August 19, 2021.


 Reyna Sanchez, Chairperson
 Head Start Parent Policy Council
 County of San Bernardino Preschool Services Department
 662 South Tippecanoe Avenue
 San Bernardino, CA 92415-0630

8/16/21
 Date


 San Bernardino County Supervisor Joe Baca, Chair
 Head Start Shared Governance Board
 San Bernardino County Government Center
 385 North Arrowhead Avenue, Fifth Floor
 San Bernardino, CA 92415-0110

8/17/21
 Date

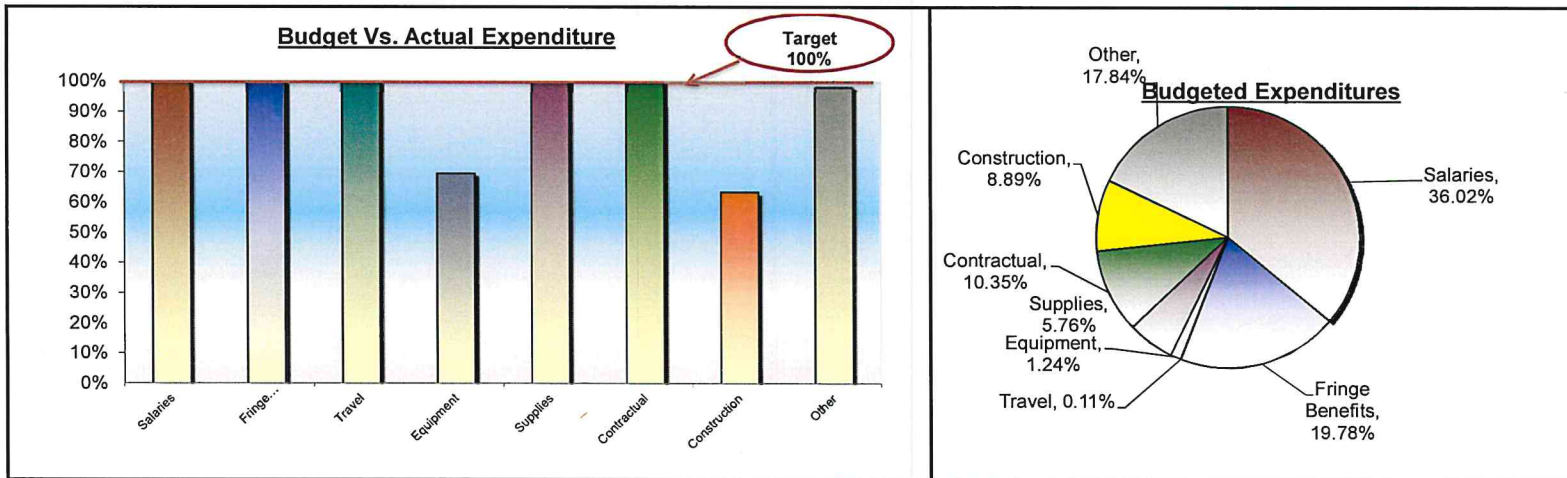
5.6.2 Budget to Actuals

County of San Bernardino Preschool Services Department Budget-To-Actual and Projected Expenditure Report FY 2019-20

As of December 31, 2021

Head Start

	(A)	(B)	(C)	(D)	(E)	(F)	(G)
Budget Categories	Modified Budget	Year-To-Date Actual	Available Budget (A) - (B)	Projected Low Cost Extension	Total YTD + PRJ (B) + (D)	Budget Balance (A) - (E)	Budget vs. Actual Exp.% (B) / (A)
Expenditures							
A Salaries	19,209,814	19,209,814	(0)	-	19,209,814	(0)	100.0%
B Fringe Benefits	10,548,748	10,548,748	0	-	10,548,748	0	100.0%
C Travel	58,880	58,880	(0)	-	58,880	(0)	100.0%
D Equipment	663,200	460,919	202,281	213,762	674,681	(11,481)	69.5%
E Supplies	3,073,027	3,281,113	(208,086)		3,281,113	(208,086)	106.8%
F Contractual	5,517,718	5,517,718	(0)	-	5,517,718	(0)	100.0%
G Construction	4,743,372	3,005,328	1,738,044	1,402,478	4,407,806	335,566	63.4%
H Other	9,514,949	9,337,749	177,200	202,954	9,540,704	(25,755)	98.1%
Total Direct Costs	53,329,708	51,420,269	1,909,439	1,819,194	53,239,463	90,245	96.4%
Percentage (%) Analysis	100.0%	96.4%	3.6%	3.4%	99.8%	0.2%	3.6%

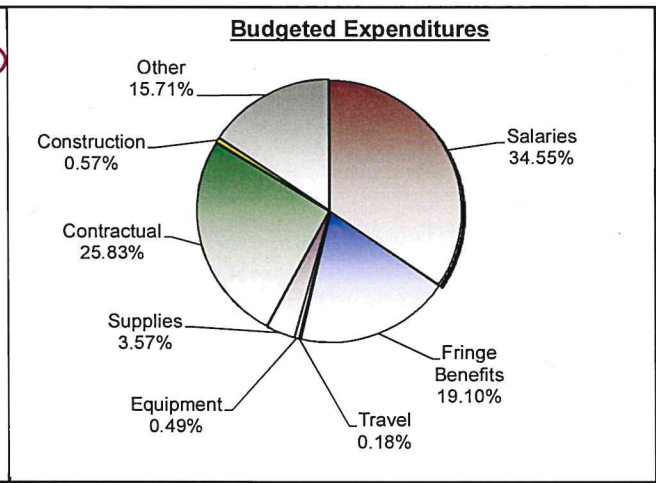
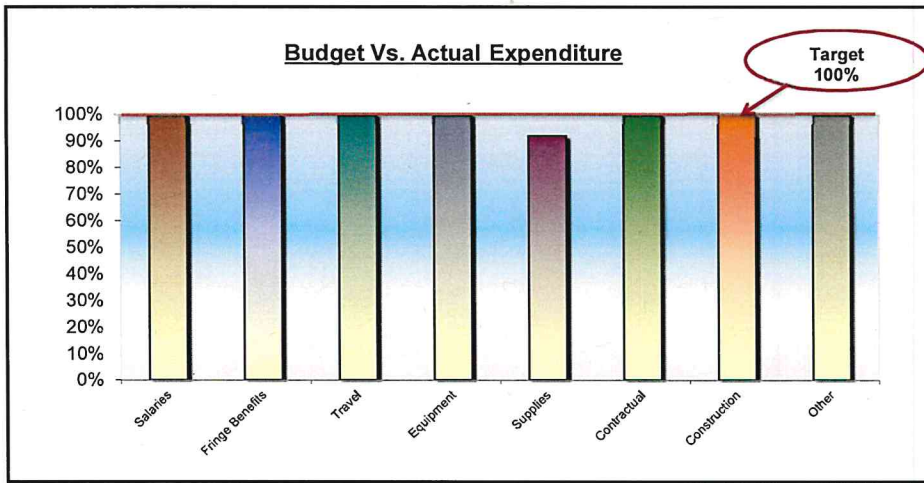


County of San Bernardino Preschool Services Department Budget-To-Actual and Projected Expenditure Report FY 2019-20

As of December 31, 2021

Early Head Start

	(A)	(B)	(C)	(D)	(E)	(F)	(I)
Budget Categories	Modified Budget	Year-To-Date Actual	Available Budget (A) - (B)	Projected Low Cost Extension	Total YTD + PRJ (B) + (D)	Budget Balance I (A) - (E)	Budget vs. Actual Exp.% (B) / (A)
Expenditures							
A Salaries	1,799,329	1,799,329	0	-	1,799,329	0	100.0%
B Fringe Benefits	994,841	994,841	(0)	-	994,841	(0)	100.0%
C Travel	9,280	9,280	0	-	9,280	0	100.0%
D Equipment	25,468	25,468	-	-	25,468	-	100.0%
E Supplies	185,809	171,050	14,759	-	171,050	14,759	92.1%
F Contractual	1,345,192	1,345,192	(0)	-	1,345,192	(0)	100.0%
G Construction	29,827	29,827	-	-	29,827	-	100.0%
H Other	817,966	817,967	(1)	-	817,967	(1)	100.0%
Total Direct Costs	5,207,712	5,192,952.81	14,759	-	5,192,953	14,759	99.7%
Percentage (%) Analysis	100.0%	99.7%	0.3%	0.0%	99.7%	0.3%	0.3%



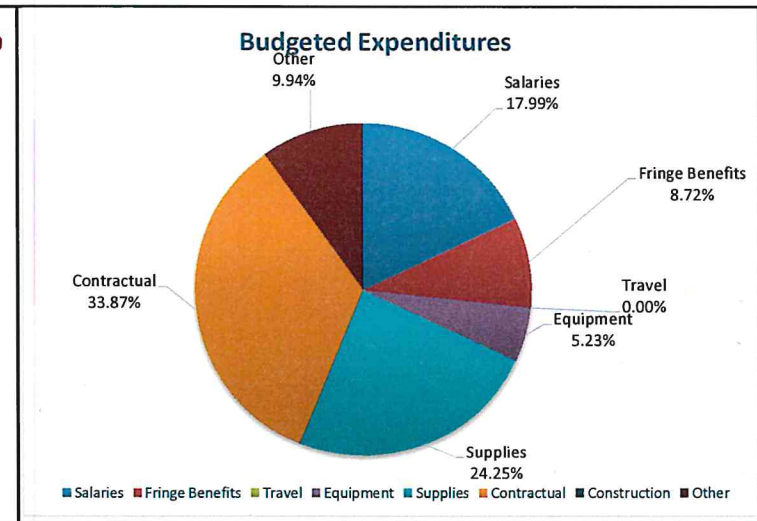
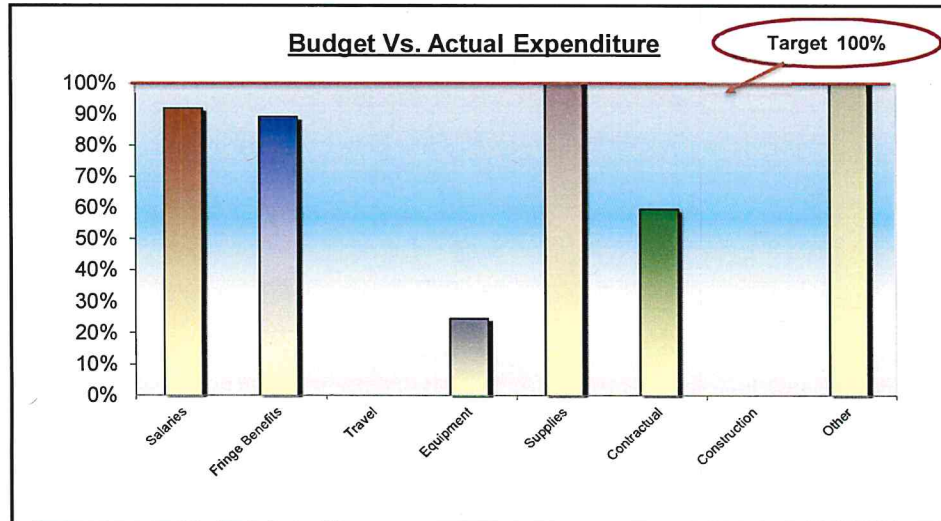
County of San Bernardino Preschool Services Department Budget-To-Actual and Projected Expenditure Report FY 2020 Through FY 2021 As of December 31, 2021

CARES Act Funding

Budget Categories	(A) Modified Budget	(B) Year-To-Date Actual	(C) Available Budget (A) - (B)	(D) Projected Expenditure	(E) Total YTD + PRJ (B) + (D)	(F) Budget Balance (A) - (E)	(G) Budget vs. Actual Exp. % (B) / (A)
Expenditures							
A Salaries	701,146	644,010	57,136	-	644,010	57,136	91.9%
B Fringe Benefits	339,776	303,165	36,611	-	303,165	36,611	89.2%
C Travel	-	-	-	-	-	-	0.0%
D Equipment	204,000	50,056	153,944	48,002	98,058	105,942	24.5%
E Supplies	945,055	1,325,103	(380,048)	64,021	1,389,124	(444,069)	140.2%
F Contractual	1,320,161	786,613	533,548	-	786,613	533,548	59.6%
G Construction	-	39	(39)	-	39	(39)	0.0%
H Other	387,374	658,231	(270,857)	18,272	676,503	(289,129)	169.9%
Total Direct Costs	3,897,512	3,767,217	130,295	130,295	3,897,512	(0)	96.7%

Percentage (%) Analysis

100.0% 96.7% 3.3% 3.3% 100.0% 0.0% 3%

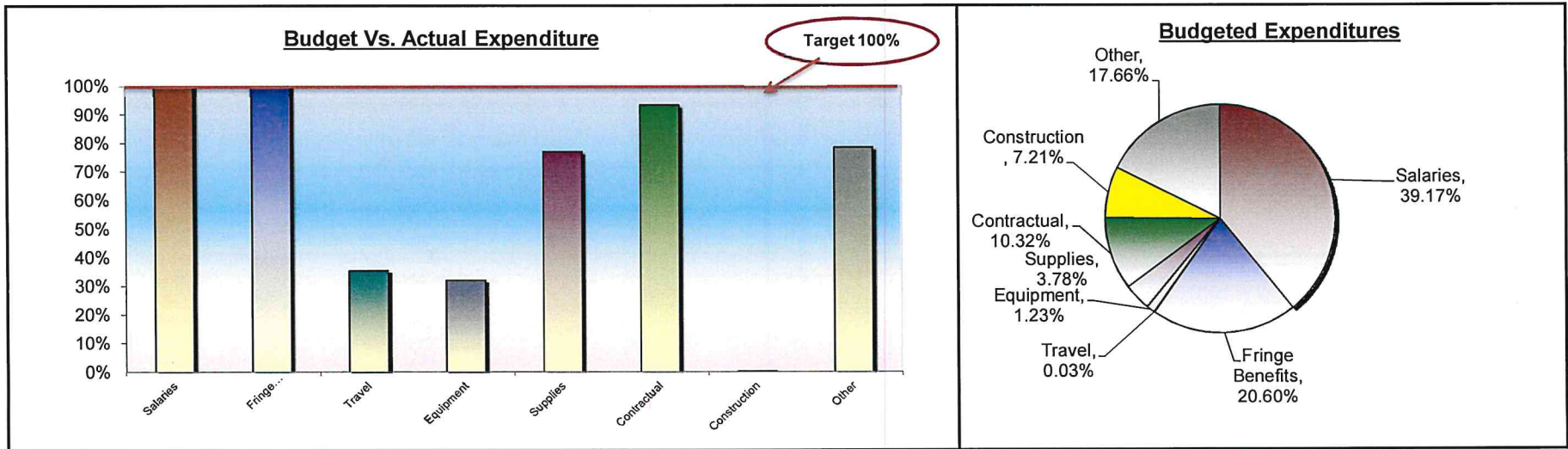


County of San Bernardino Preschool Services Department Budget-To-Actual and Projected Expenditure Report FY 2020-21

As of December 31, 2021

Head Start

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)
Budget Categories	Modified Budget	Year-To-Date Actual	Available Budget (A) - (B)	Projected Expenditure	Total YTD + PRJ (B) + (D)	Budget Balance (A) - (E)	Carryover Request	Final Budget Balance (F) - (G)	Budget vs. Actual Exp.% (B) / (A)
Expenditures									
A Salaries	18,608,044	18,618,387	(10,343)	-	18,618,387	(10,343)		(10,343)	100.1%
B Fringe Benefits	9,784,544	9,785,575	(1,031)	-	9,785,575	(1,031)		(1,031)	100.0%
C Travel	13,606	4,802	8,804	-	4,802	8,804		8,804	35.3%
D Equipment	582,272	186,397	395,875	102,954	289,351	292,921	250,000	42,921	32.0%
E Supplies	1,797,433	1,382,869	414,564	98,666	1,481,536	315,897	250,178	65,719	76.9%
F Contractual	4,901,830	4,572,775	329,055	-	4,572,775	329,055	99,413	229,642	93.3%
G Construction	3,426,763	566	3,426,197	-	566	3,426,197	3,557,507	(131,310)	0.0%
H Other	8,387,156	6,578,333	1,808,823	93,955	6,672,288	1,714,868	1,919,268	(204,401)	78.4%
Total Direct Costs	47,501,648	41,129,705	6,371,943	295,576	41,425,281	6,076,367	6,076,366	0	86.6%
Percentage (%) Analysis	100.0%	86.6%	13.4%	0.6%	87.2%	12.8%	12.8%	0.0%	13.4%

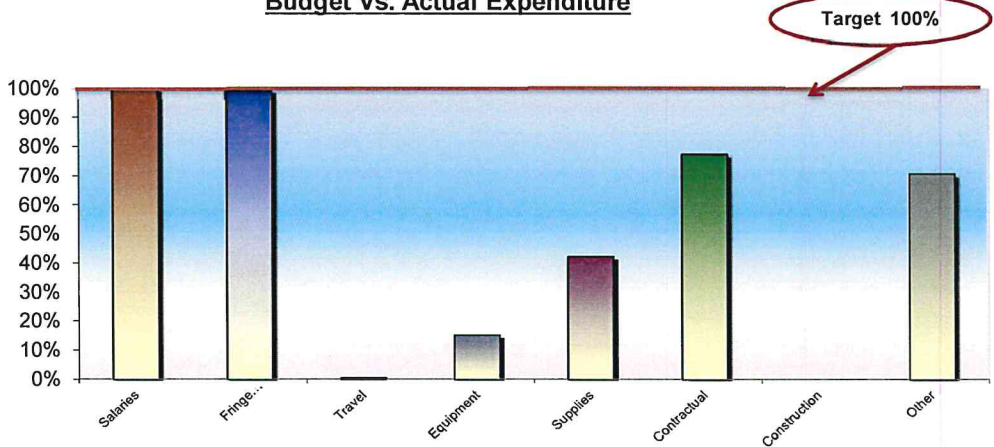


County of San Bernardino Preschool Services Department Budget-To-Actual and Projected Expenditure Report FY 2020-21 As of December 30, 2021

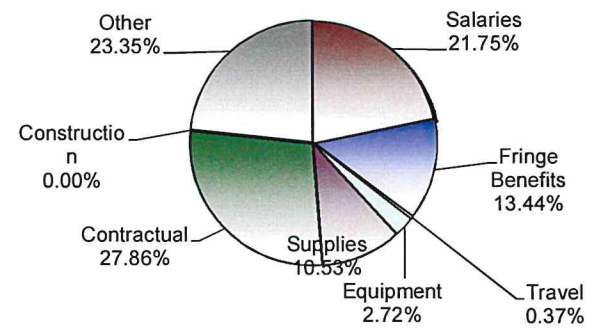
Early Head Start

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)
Budget Categories	Modified Budget	Year-To-Date Actual	Available Budget (A) - (B)	Projected Expenditure	Total YTD + PRJ (B) + (D)	Budget Balance I (A) - (E)	Carryover Request	Final Budget Balance (F) - (G)	Budget vs. Actual Exp.% (B) / (A)
Expenditures									
A Salaries	1,670,238	1,669,458	780	-	1,669,458	780		780	100.0%
B Fringe Benefits	1,032,370	1,026,070	6,300	-	1,026,070	6,300		6,300	99.4%
C Travel	28,337	107	28,230	-	107	28,230	11,887	16,343	0.4%
D Equipment	208,611	31,619	176,992	-	31,619	176,992	167,500	9,492	15.2%
E Supplies	808,434	341,115	467,319	-	341,115	467,319	530,876	(63,557)	42.2%
F Contractual	2,139,614	1,655,057	484,557	-	1,655,057	484,557	419,212	65,345	77.4%
G Construction	-	-	-	-	-	-	-	-	0.0%
H Other	1,793,104	1,268,209	524,895	32,287	1,300,496	492,608	527,311	(34,703)	70.7%
Total Direct Costs	7,680,708	5,991,635	1,689,073	32,287	6,023,922	1,656,786	1,656,786	(0)	78.0%
Percentage (%) Analysis	100.0%	78.0%	22.0%	0.4%	78.4%	21.6%	21.6%	0.0%	22.0%

Budget Vs. Actual Expenditure



Budgeted Expenditures



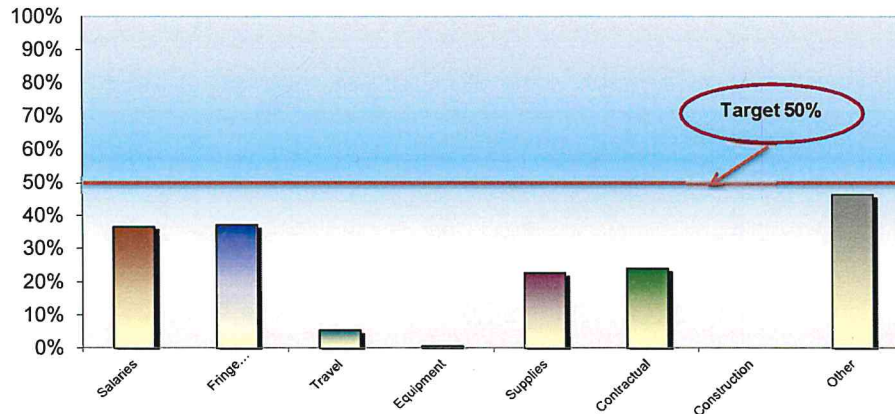
County of San Bernardino Preschool Services Department Budget-To-Actual and Projected Expenditure Report FY 2021-22

As of December 31, 2021

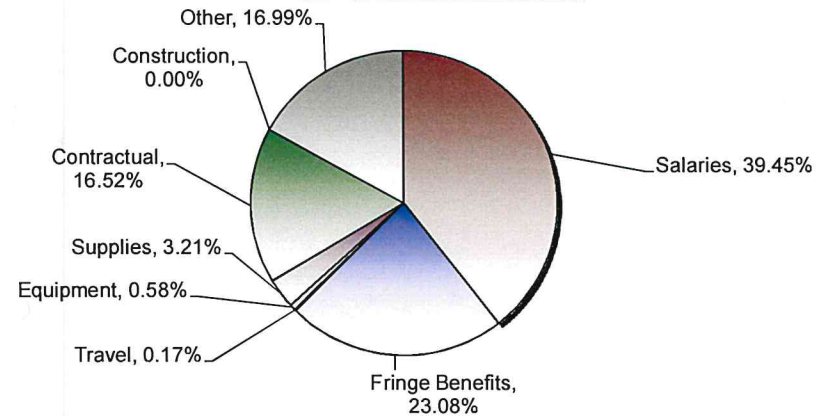
Combined

Budget Categories	(A)	(B)	(C)	(D)	(E)	(F)	(G)		(H)	(G)
	Adopted Budget	Year-To-Date Actual	Available Budget (A) - (B)	Projected Expenditure	Total YTD + PRJ (B) + (D)	Budget Balance (A) - (E)	Pending Budget Transfer		Final Budget Balance (F) - (G)	Budget vs. Actual Exp.% (B) / (A)
							Transf.-In (i)	Transf.-Out (ii)		
Expenditures										
A Salaries	23,063,481	8,426,250	14,637,231	13,584,507	22,010,757	1,052,724		(1,052,724)	-	36.5%
B Fringe Benefits	13,493,930	5,002,987	8,490,943	7,762,165	12,765,152	728,778		(728,778)	-	37.1%
C Travel	99,649	5,251	94,398	80,549	85,800	13,849		(13,849)	-	5.3%
D Equipment	337,910	1,758	336,152	727,183	728,941	(391,031)	391,031		-	0.5%
E Supplies	1,877,898	423,277	1,454,621	1,819,256	2,242,533	(364,635)	364,635		-	22.5%
F Contractual	9,659,164	2,304,994	7,354,170	6,321,776	8,626,770	1,032,394		(1,032,394)	-	23.9%
G Construction	-	-	-	-	-	-		-	-	0.0%
H Other	9,935,048	4,589,052	5,345,996	7,418,075	12,007,127	(2,072,079)	2,072,079		-	46.2%
Total Direct Costs	58,467,080	20,753,569	37,713,511	37,713,511	58,467,080	-	2,827,745	(2,827,745)	-	35.5%
Percentage (%) Analysis	100.0%	35.5%	64.5%	64.5%	100.0%	0.0%	4.8%	-4.8%	0.0%	14.5%

Budget Vs. Actual Expenditure



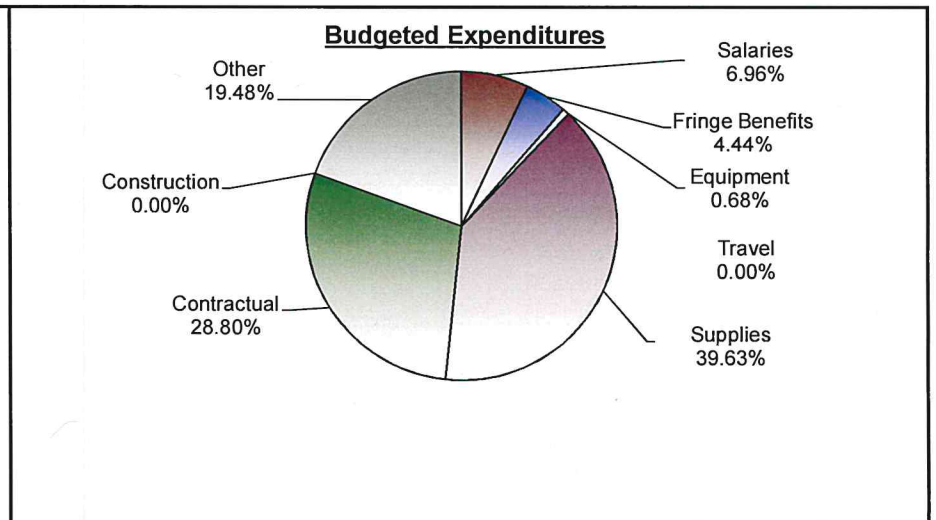
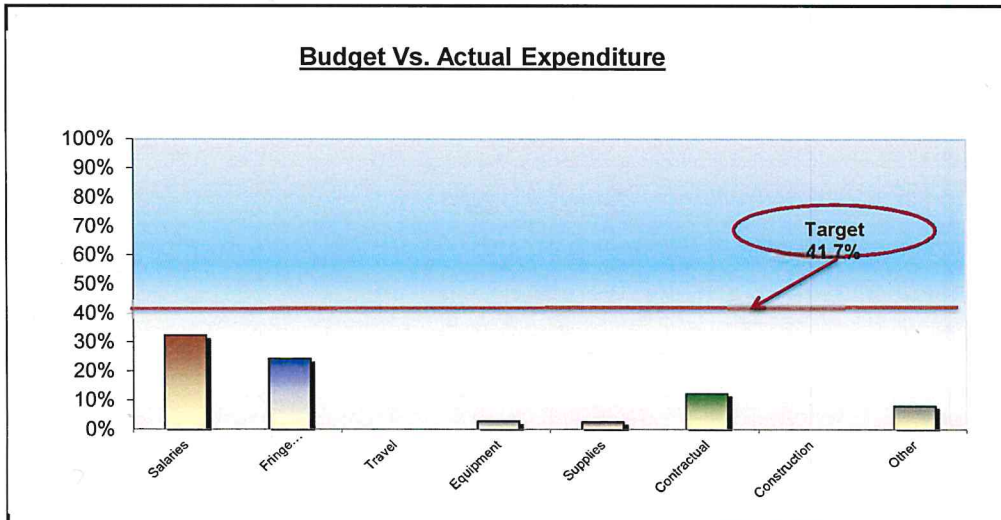
Budgeted Expenditures



County of San Bernardino Preschool Services Department Budget-To-Actual and Projected Expenditure Report April 1, 2021 to March 31, 2023 (for 24 months) As of December 31, 2021

CRRSA & ARP

Budget Categories	(A)	(B)	(C)	(D)	(E)	(F)	(G)		(H)	(G)
	Adopted Budget	Year-To-Date Actual	Available Budget (A) - (B)	Projected Expenditure	Total YTD + PRJ (B) + (D)	Budget Balance (A) - (E)	Pending Budget Transfer		Final Budget Balance (F) - (G)	Budget vs. Actual Exp.% (B) / (A)
							Transf.-In (i)	Transf.-Out (ii)		
Expenditures										
A Salaries	459,804	148,173	311,631	311,631	459,804	(0)			(0)	32.2%
B Fringe Benefits	293,486	71,145	222,341	222,341	293,486	0			0	24.2%
C Travel	-	-	-	-	-	-			-	0.0%
D Equipment	45,000	1,201	43,799	43,799	45,000	-			-	2.7%
E Supplies	2,616,498	65,492	2,551,006	2,551,006	2,616,498	(0)			(0)	2.5%
F Contractual	1,901,690	232,601	1,669,089	1,669,089	1,901,690	0			0	12.2%
G Construction	-	-	-	-	-	-			-	0.0%
H Other	1,286,597	101,998	1,184,599	1,184,599	1,286,597	(0)			(0)	7.9%
Total Direct Costs	6,603,075	620,610	5,982,465	5,982,465	6,603,075	(0)	-	-	(0)	9.4%
Percentage (%) Analysis	100.0%	9.4%	90.6%	90.6%	100.0%	0.0%			0.0%	32.3%



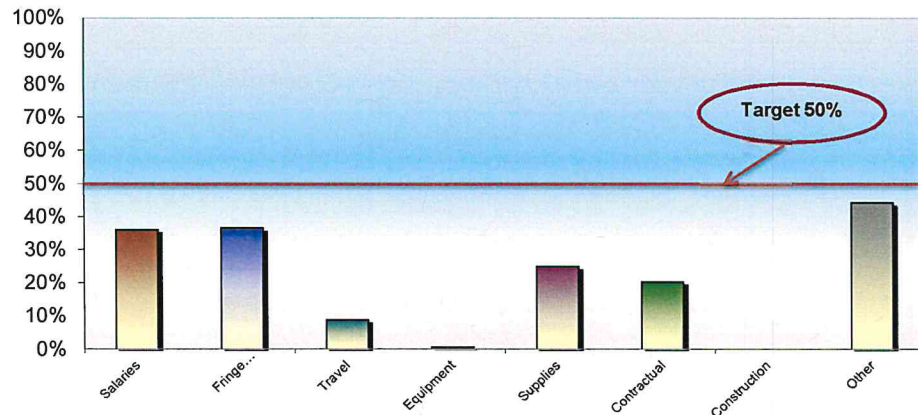
County of San Bernardino Preschool Services Department Budget-To-Actual and Projected Expenditure Report FY 2021-22

As of December 31, 2021

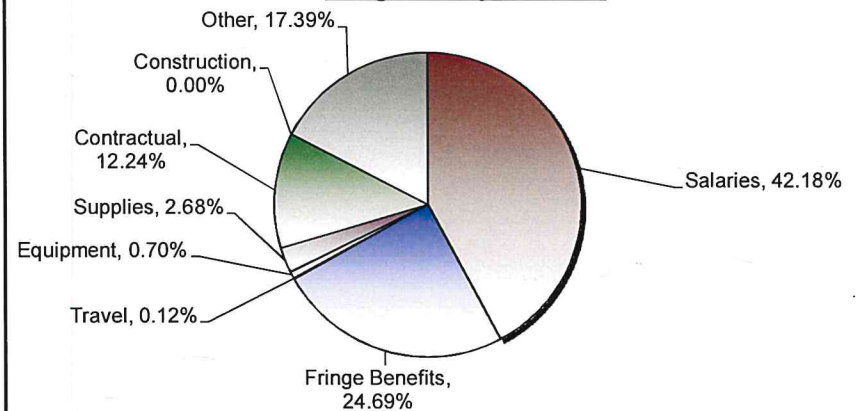
Head Start

Budget Categories	(A)	(B)	(C)	(D)	(E)	(F)	(G)		(H)	(I)
	Adopted Budget	Year-To-Date Actual	Available Budget (A) - (B)	Projected Expenditure	Total YTD + PRJ (B) + (D)	Budget Balance (A) - (E)	Pending Budget Transfer		Final Budget Balance (F) + (G)	Budget vs. Actual Exp.% (B) / (A)
							Transf.-In (i)	Transf.-Out (ii)		
Expenditures										
A Salaries	20,280,140	7,296,126	12,984,014	12,123,408	19,419,534	860,606		(860,606)	-	36.0%
B Fringe Benefits	11,869,593	4,326,563	7,543,030	6,897,308	11,223,871	645,722		(645,722)	-	36.5%
C Travel	59,666	5,180	54,486	26,302	31,482	28,184		(28,184)	-	8.7%
D Equipment	337,910	1,758	336,152	661,160	662,918	(325,008)	325,008		-	0.5%
E Supplies	1,289,069	320,961	968,108	1,297,949	1,618,910	(329,841)	329,841		-	24.9%
F Contractual	5,885,489	1,188,958	4,696,531	3,621,038	4,809,996	1,075,493		(1,075,493)	-	20.2%
G Construction	-	-	-	-	-	-			-	0.0%
H Other	8,359,116	3,687,917	4,671,199	6,626,355	10,314,272	(1,955,156)	1,955,156		-	44.1%
Total Direct Costs	48,080,983	16,827,463	31,253,520	31,253,520	48,080,983	-	2,610,005	(2,610,005)	-	35.0%
Percentage (%) Analysis	100.0%	35.0%	65.0%	65.0%	100.0%	0.0%	5.4%	-5.4%	0.0%	15.0%

Budget Vs. Actual Expenditure



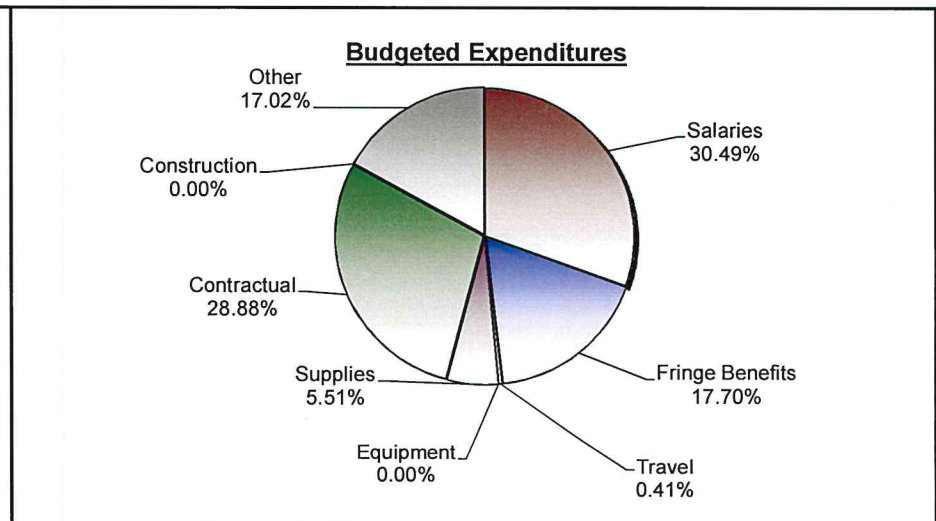
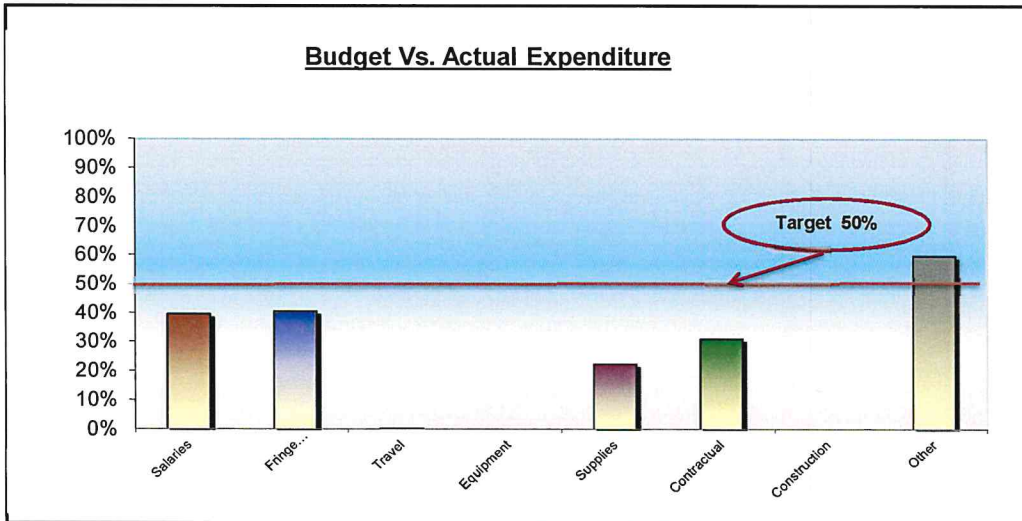
Budgeted Expenditures



County of San Bernardino Preschool Services Department Budget-To-Actual and Projected Expenditure Report FY 2021-22 As of December 31, 2021

Early Head Start

Budget Categories	(A)	(B)	(C)	(D)	(E)	(F)	(G)		(H)	(I)
	Adopted Budget	Year-To-Date Actual	Available Budget (A) - (B)	Projected Expenditure	Total YTD + PRJ (B) + (D)	Budget Balance (A) - (E)	Pending Budget Transfer		Final Budget Balance (F) + (G)	Budget vs. Actual Exp.% (B) / (A)
							Transf.-In (i)	Transf.-Out (ii)		
Expenditures										
A Salaries	2,542,542	1,002,736	1,539,806	1,344,827	2,347,563	194,979		(194,979)	-	39.4%
B Fringe Benefits	1,475,884	597,516	878,368	788,329	1,385,845	90,039		(90,039)	-	40.5%
C Travel	33,925	71	33,854	48,977	49,048	(15,123)	15,123		-	0.2%
D Equipment	-	-	-	66,023	66,023	(66,023)	66,023		-	0.0%
E Supplies	459,137	102,316	356,821	434,078	536,394	(77,257)	77,257		-	22.3%
F Contractual	2,407,989	743,990	1,663,999	1,682,098	2,426,088	(18,099)	18,099		-	30.9%
G Construction	-	-	-	-	-	-			-	0.0%
H Other	1,418,872	845,498	573,374	681,890	1,527,388	(108,516)	108,516		-	59.6%
Total Direct Costs	8,338,349	3,292,127	5,046,222	5,046,222	8,338,349	-	285,018	(285,018)	-	39.5%
Percentage (%) Analysis	100.0%	39.5%	60.5%	60.5%	100.0%	0.0%			0.0%	10.5%



County of San Bernardino Preschool Services Department Budget-To-Actual and Projected Expenditure Report FY 2021-22 As of December 31, 2021

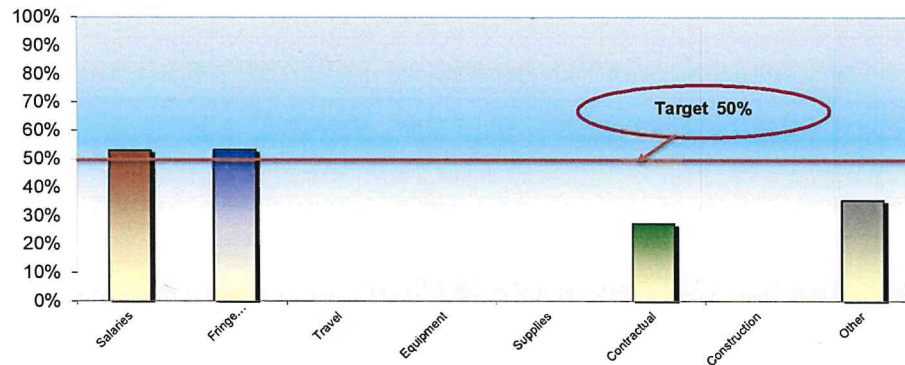
EHS-Child Care Partnership

Budget Categories	(A)	(B)	(C)	(D)	(E)	(F)	(G)		(H)	(G)
	Adopted Budget	Year-To-Date Actual	Available Budget (A) - (B)	Projected Expenditure	Total YTD + PRJ (B) + (D)	Budget Balance (A) - (E)	Pending Budget Transfer Transf.-In (i)	Transf.-Out (ii)	Final Budget Balance (F) + (G)	Budget vs. Actual Exp.% (B) / (A)
Expenditures										
A Salaries	240,799	127,388	113,411	116,272	243,660	(2,861)	2,861	-	-	52.9%
B Fringe Benefits	148,453	78,908	69,545	76,528	155,436	(6,983)	6,983	-	-	53.2%
C Travel	6,058	-	6,058	5,270	5,270	788	-	(788)	-	0.0%
D Equipment	-	-	-	-	-	-	-	-	-	0.0%
E Supplies	129,692	-	129,692	87,229	87,229	42,463	-	(42,463)	-	0.0%
F Contractual	1,365,686	372,046	993,640	1,018,640	1,390,686	(25,000)	25,000	-	-	27.2%
G Construction	-	-	-	-	-	-	-	-	-	0.0%
H Other	157,060	55,637	101,423	109,830	165,467	(8,407)	8,407	-	-	35.4%
Total Direct Costs	2,047,748	633,979	1,413,769	1,413,769	2,047,748	-	43,251	(43,251)	-	31.0%

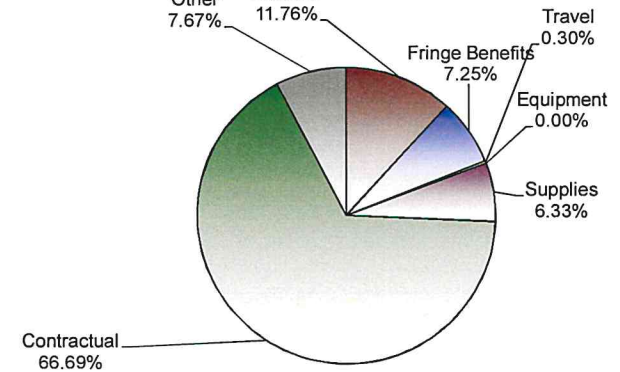
Percentage (%) Analysis

100.0%	31.0%	69.0%	69.0%	100.0%	0.0%	2.1%	-2.1%	0.0%	19.0%
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Budget Vs. Actual Expenditure



Budgeted Expenditures





Preschool Services Department

Parent, Community, and Family Engagement

January 18, 2022

- Parent, Family, and Community Engagement occurs when all parties interested and invested in the growth and well-being of children have an opportunity to participate in planning and/or delivery of services that will support the growth of children and families.

- 1302.50 (a) *Purpose*. A program must integrate parent and family engagement strategies into all systems and program services to support family well-being and promote children's learning and development. Programs are encouraged to develop innovative two-generation approaches that address prevalent needs of families across their program that may leverage community partnerships or other funding sources.
- 1302.51 (a) A program must promote shared responsibility with parents for children's early learning and development, and implement family engagement strategies that are designed to foster parental confidence and skills in promoting children's learning and development

Why is Parent Engagement Important?

- The Legislature finds and declares all of the following:
- (a) It is essential to our democratic form of government that parents and guardians of children attending public schools and other citizens participate in improving public education institutions. Specifically, involving parents and guardians of pupils in the education process is fundamental to a healthy system of public education.
- (b) Research has shown conclusively that early and sustained family involvement at home and at school in the education of children results both in improved pupil achievement and in schools that are successful at educating all children, while enabling them to achieve high levels of performance.
- (c) All participants in the education process benefit when schools genuinely welcome, encourage, and guide families into establishing equal partnerships with schools to support pupil learning.
- (d) Family and school collaborative efforts are most effective when they involve parents and guardians in a variety of roles at all grade levels, from preschool through high school.
- (1998, Ch. 864, Sec. 2. Effective January 1, 1999.)

How does this look at Preschool Services?

- Family Services Assessment
- Family Planning Agreement
- Fatherhood FIRE
- Community MOUs
- Apprenticeship Program

Family Services Assessment



Preschool Services Department
Head Start/Early Head Start Programs

Family Strengths and Needs Assessment (FSA – 1)

Child CP ID # _____
Family CP ID# _____

Site: _____ Child's Name: _____ Parent/Guardian/Caregiver Name: _____ Date: _____

We support your whole family, not just your enrolled child. Please help us to get to know your family better and ways we can support your needs and interests.

Section 1	Do you or your family need immediate assistance in the following areas? (Please Mark "Yes" or "No")	
Food	<input type="checkbox"/> Yes <input type="checkbox"/> No	Housing/Shelter <input type="checkbox"/> Yes <input type="checkbox"/> No
Clothing	<input type="checkbox"/> Yes <input type="checkbox"/> No	Utility Assistance <input type="checkbox"/> Yes <input type="checkbox"/> No
Counseling	<input type="checkbox"/> Yes <input type="checkbox"/> No	Domestic Violence <input type="checkbox"/> Yes <input type="checkbox"/> No
Health Concerns	<input type="checkbox"/> Yes <input type="checkbox"/> No	Child Abuse <input type="checkbox"/> Yes <input type="checkbox"/> No
Drug/Alcohol Abuse	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Other Immediate Needs:		

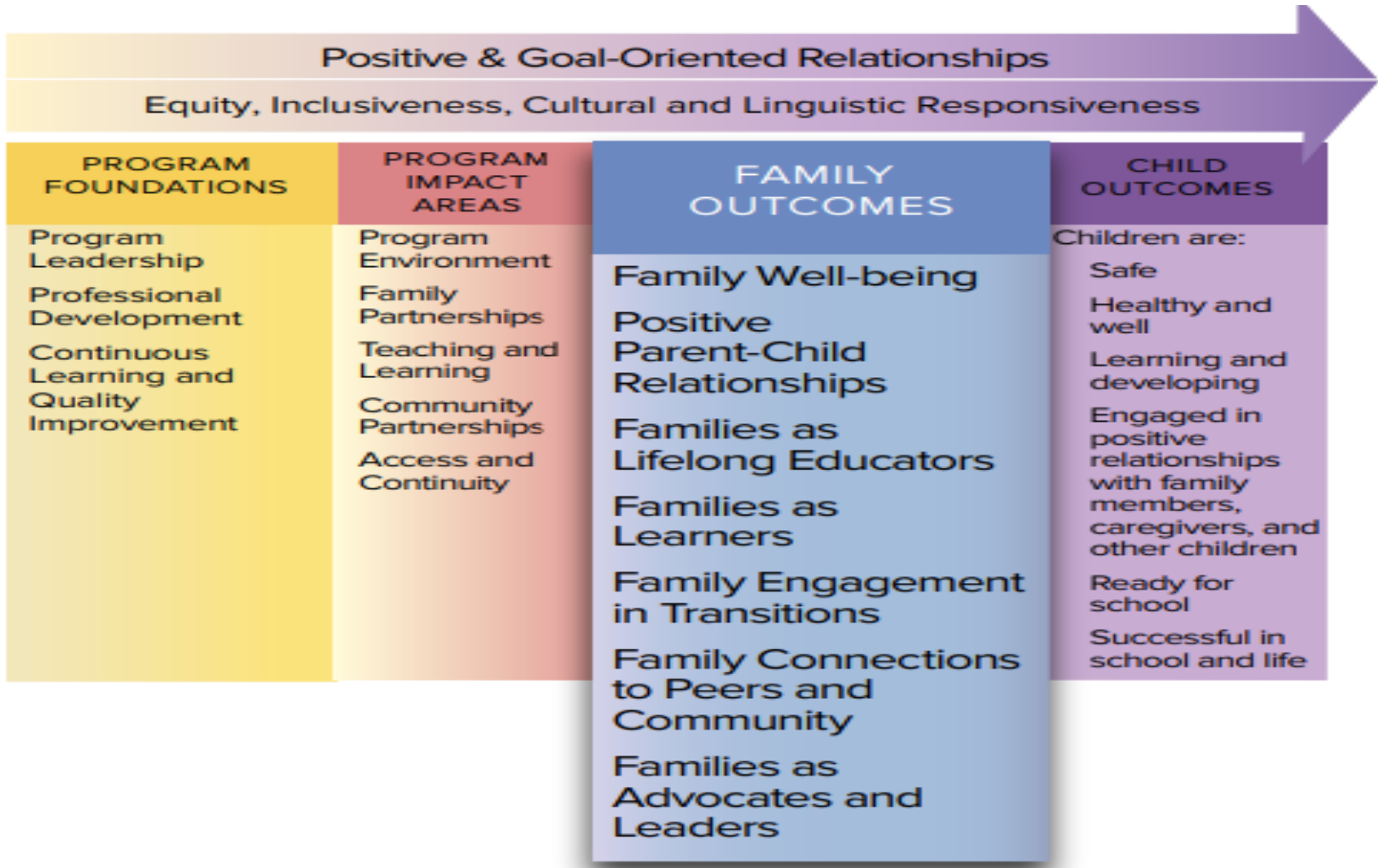
For each of the following questions, please select a choice which best describes you and your family:

Section 2 Family Well Being	1	2	3	Resources Needed?
1 Food & Clothing	<input type="checkbox"/> We meet our basic food & clothing needs.	<input type="checkbox"/> We meet our basic food & clothing needs with some help from public programs or subsidies.	<input type="checkbox"/> We often do not have enough food & clothing.	<input type="checkbox"/> Yes <input type="checkbox"/> No
2 Housing	<input type="checkbox"/> We have our own housing that is stable.	<input type="checkbox"/> We share living space with others or reside in a public subsidize housing.	<input type="checkbox"/> We have unstable housing, or experiencing homelessness, or at risk of eviction.	<input type="checkbox"/> Yes <input type="checkbox"/> No
3 Health Care	<input type="checkbox"/> We visit our health providers regularly.	<input type="checkbox"/> We have access to medical and dental care but we do not visit our health providers regularly.	<input type="checkbox"/> We do not have access to medical or dental care	<input type="checkbox"/> Yes <input type="checkbox"/> No
4 Mental Health	<input type="checkbox"/> I do not have any concerns regarding my family's social-emotional or mental health.	<input type="checkbox"/> I am concerned about my family's social-emotional or mental health, however I will contact staff if we need services.	<input type="checkbox"/> I am concerned about my family's social-emotional or mental health, and I am interested in your program's mental health services.	<input type="checkbox"/> Yes <input type="checkbox"/> No



Family Partnership Agreement

- Family Goal Setting
- SMART Goals
- Aligned to the FSA





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6.2 Overview of Policy Council

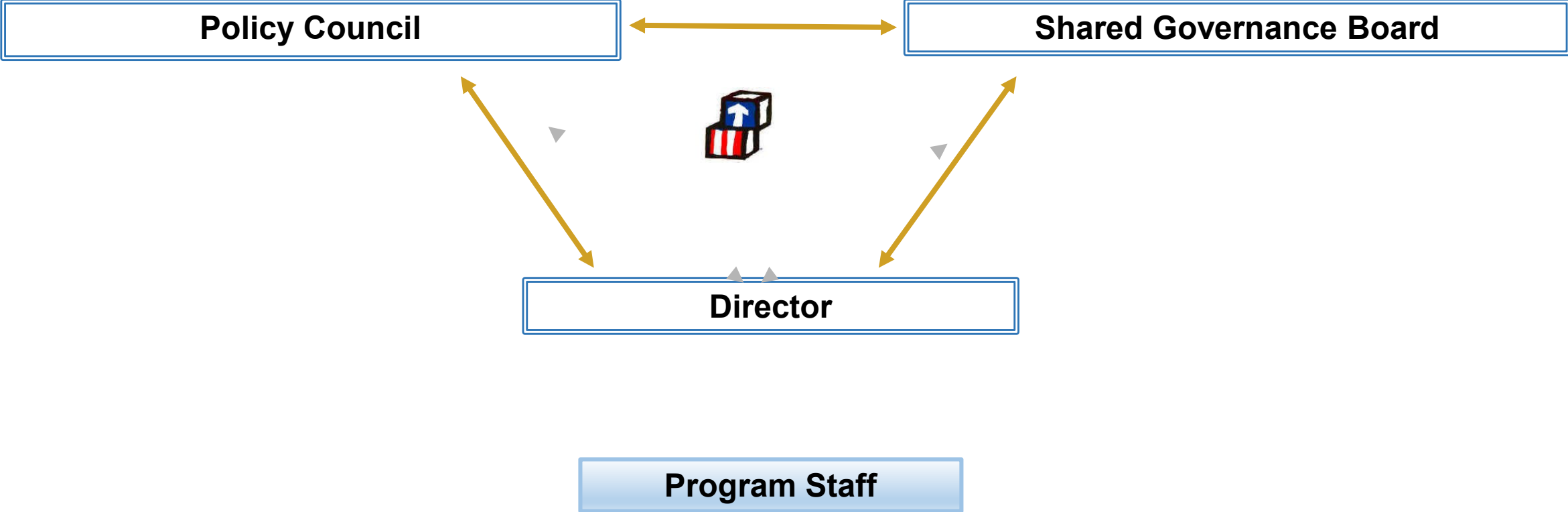
Preschool Services Department

Policy Council Overview

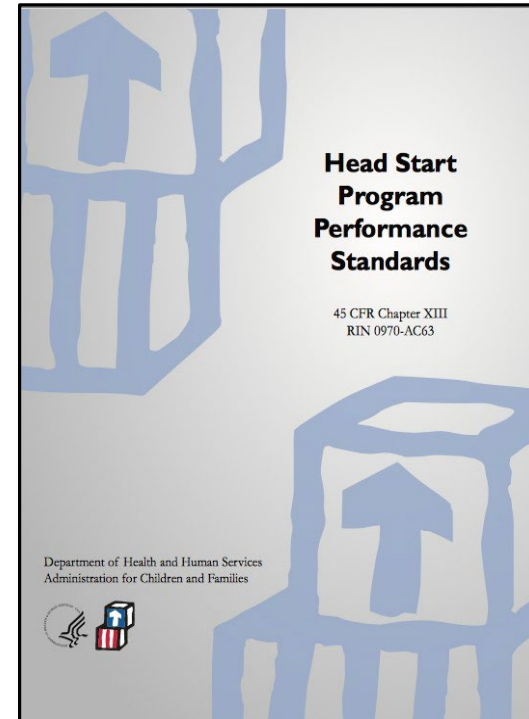
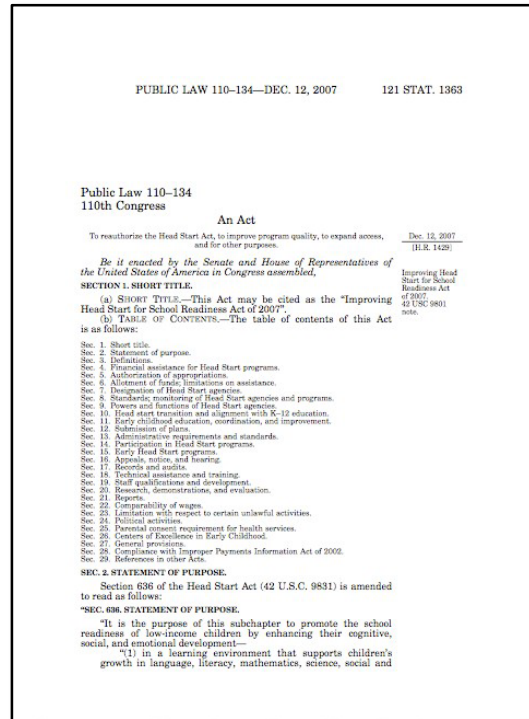
- What is the Policy Council and Shared Governance?
- Roles and Responsibilities of Policy Council Members
- Introduction to the Governance Matrix
- Summary/Questions

- The *Model* Early Child Development Program
- A Comprehensive Approach to the Family
- A Focus on School Readiness
- Started in 1965
- Over 37 Million Children & Families Served
- Services for Children with Disabilities and Children in Foster Care

Program Governance in Head Start



The bases of the Head Start program



§1301.1 Purpose.

An agency, as defined in part 1305 of this chapter, must establish and maintain a formal structure for program governance that includes a governing body, a policy council at the agency level and policy committee at the delegate level, and a parent committee. Governing bodies have a legal and fiscal responsibility to administer and oversee the agency's Head Start and Early Head Start programs. Policy councils are responsible for the direction of the agency's Head Start and Early Head Start programs.

§1301.2 Governing body.

- (a) Composition. The composition of a governing body must be in accordance with the requirements specified at section 642(c)(1)(B) of the Act, except where specific exceptions are authorized in the case of public entities at section 642(c)(1)(D) of the Act. Agencies must ensure members of the governing body do not have a conflict of interest, pursuant to section 642(c)(1)(C) of the Act.
- (b) Duties and responsibilities.
 - (1) The governing body is responsible for activities specified at section 642(c)(1)(E) of the Act.
 - (2) The governing body must use ongoing monitoring results, data on school readiness goals, the Act to conduct its responsibilities.
- (c) Advisory committees.
 - (1) A governing body may establish advisory committees as it deems necessary for effective governance and improvement of the program.
 - (2) If a governing body establishes an advisory committee to oversee key responsibilities related to program governance, it must:
 - (i) Establish the structure, communication, and oversight in such a way that the governing body continues to maintain its legal and fiscal responsibility for the Head Start agency; and,
 - (ii) Notify the responsible HHS official of its intent to establish such an advisory committee.

§1301.3 Policy council and policy committee.

- (a) Establishing policy councils and policy committees. Each agency must establish and maintain a policy council responsible for the direction of the Head Start program at the agency level, and a policy committee at the delegate level. If an agency delegates operational responsibility for the entire Head Start or Early Head Start program to one delegate agency, the policy council and policy committee may be the same body.
- (b) Composition.
- (1) A program must establish a policy council in accordance with section 642(c)(2)(B) of the Act, or a policy committee at the delegate level in accordance with section 642(c)(3) of the Act, as early in the program year as possible. Parents of children currently enrolled in each program option must be proportionately represented on the policy council and on the policy committee at the delegate level.
- (2) The program must ensure members of the policy council, and of the policy committee at the delegate level, do not have a conflict of interest pursuant to sections 642(c)(2)(C) and 642(c)(3)(B) of the Act. Staff may not serve on the policy council or policy committee at the delegate level except parents who occasionally substitute as staff. In the case of tribal grantees, this exclusion applies only to tribal staff who work in areas directly related to or which directly impact administrative, fiscal, or programmatic issues.

[Policy Council Recruitment Video](#)

- The PC advocates on behalf of parents and centers
- The PC Representative is elected by parents at the site they represent.
- The PC provides guidance and decisions about the general direction of the program and makes its recommendations to the Shared Governance Board
- The PC works in partnership with management staff and to the Shared Governance Board to approve or disapprove key decisions and policies about the program

Shared Governance Board and Policy Council Responsibilities

Required Approvals (Procedure, Policy, Plan or Funding)	Approval Required By		Frequency of Approval
References: Head Start Law and New Regulations	Board of Directors	Policy Council	
Board Composition Requirements (Non-Governmental Agencies) Head Start Act 642(c)(1)(B) and Standards 1301.2(a)	X	---	One-Time
Procedure for how Policy Council members are selected (PC Bylaws) Head Start Act 642(c)(1)(E)(iv)(VI) and Standards 1301.2(b)	X	X	One-Time until Changed
Board and Policy Council Codes of Conduct re: Conflicts of Interest including Board Resolution of Complaints Board: Head Start Act 642(c)(1)(C)(I – iv) and Standards 1301.2(b) PC: Head Start Act 642(c)(2)(c)(i-ii)	X	X	One-Time until Changed
Procedures for Resolving Disputes and Impasse Between Board and Policy Council Head Start Act 642(d)(1)(A, B) and Standards 1301.6	X	X	One-Time until Changed
Financial Management Accounting and Reporting Policies and All Major Expenditures Head Start Act 642(c)(1)(E)(iv)(VII)(aa) and Standards 1301.2(b)(1)	X	---	<ul style="list-style-type: none"> • Policies: One-Time until Changed • Major Expenditures: As Needed

Shared Governance Board and Policy Council Responsibilities

Required Approvals (Procedure, Policy, Plan or Funding)	Approval Required By		Frequency of Approval
References: Head Start Law and New Regulations	Board of Directors	Policy Council	
Selection of Auditor and Approval of Audit 642(c)(1)(E)(iv)(VII)(cc) and Standards 1301.2(b)(1)	X	---	Annually
Procedures for Management of Program Data Supporting Availability, Usability, Integrity and Security of Data Board: Head Start Act 642(c)(1)(E)(iv)(IV) and Standards 1302.101(b)(4) PC: Standards 1302.101(b)(4)	X	X	One-Time until Changed
Review and Approve All Grant/Funding Applications including Budget Planning Board: Head Start Act 642(c)(1)(E)(III) and Standards 1301.2(b)(1) PC: Head Start Act 642(c)(2)(D)(iii) and Standards 1301.3(c)(1)	X	X	Annually and As Needed
Establish Strategic Long-Term Goals and Measureable Objectives for Program in Funding Application Board: Head Start Act 642(c)(1)(E)(III) and Standards 1301.2(b)(1) PC: Head Start Act 642(A); 642(c)(2)(D)(iii) and Standards 1301.3(c)(1)	X	X	Annually
Selection of Delegate Agencies Board: Head Start Act 642(c)(1)(E)(iv)(I) and Standards 1301.2(b)(1) PC: Head Start Act 642(c)(2)(D)(vii) and Standards 1301.3(c)(1)	X	X	Annually and As Needed

Shared Governance Board and Policy Council Responsibilities

Required Approvals (Procedure, Policy, Plan or Funding)	Approval Required By		Frequency of Approval
Annual Self-Assessment and Plan for Corrections Board: Head Start Act 642(c)(1)(E)(V)(aa) and Standards 1301.2(b)(1) PC: Head Start Act 642(d)(2)(F) and Standards 1302.102(c)(2)(iv)	X	X	Annually
Personnel Policies and Procedures including Standards of Conduct for Staff Board: Head Start Act 642(c)(1)(E)(V)(cc) and Standards 1301.2(b)(1) PC: Head Start Act 642(c)(2)(D)(vi) and Standards 1301.3(c)(1)	X	X	One-Time until Changed
Procedures for hiring, evaluation, compensation and termination of Executive, Head Start, Fiscal and Human Resource Directors/Officers or Equivalents Board: Head Start Act 642(c)(1)(E)(IX) and Standards 1301.2(b)(1)	X	---	<ul style="list-style-type: none"> • Procedure: One-Time until Changed • Implementation: As Stipulated in Procedure
Criteria for the Hiring and Dismissal of Program Staff Board: Head Start Act 642(c)(1)(E)(V)(cc) and Standards 1301.2(b)(1) PC: Head Start Act 642(c)(2)(D)(vi) and Standards 1301.3(c)(1)	X	X	One-Time until Changed



7.1 Approve SGB Minutes

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**Preschool Services Department
Administration**

Jacquelyn Greene
Director

Head Start Shared Governance Board Meeting October 21, 2021

Attendance Sheet

Present:

1. Joe Baca, Jr., San Bernardino County Board of Supervisor, 5th District, Shared Governance Board Chair
2. Ted Alejandre, County Superintendent, San Bernardino County Superintendent of Schools, SGB Vice Chair
3. Veronica Kelley, DSW, LCSW, Director, San Bernardino County Department of Behavioral Health
4. Josh Dugas, Director, San Bernardino County Department of Public Health
5. Wendy Alvarez, Associate Network Officer, San Bernardino County Children's Network
6. Lorena Alatorre, Head Start Policy Council SGB Representative - PC Chair – Crestline Head Start
7. Tanisha Bradley, Head Start Policy Council SGB Representative – Community Representative
8. Jeanette Seneviratne, Head Start Policy Council SGB Representative – Community Representative

Absent:

9. Michael Sequeira, MD, Health Officer, San Bernardino County Department of Public Health
10. Janki Patel, Children's Network Officer, San Bernardino County Children's Network



Head Start Shared Governance Board Meeting Minutes

DATE: October 21, 2021
PLACE: Preschool Services Department
Zoom Video/Teleconference Meeting

1. And 2. Call to Order & Welcome/Introductions

The Shared Governance Board (SGB) meeting commenced at 2:00P.M.

San Bernardino County (SBC) Board of Supervisors (BOS) 5th District Supervisor Joe Baca, Jr., SGB Chair, called the meeting to order and welcomed everyone.

Tanisha Bradley and Jeanette Seneviratne, newly elected Head Start Policy Council members, introduced themselves.

Josh Dugas, Department of Public Health (DPH) Director, introduced himself and will be Dr. Sequeira's, DPH Health Officer, and SGB delegate.

3. Presentation of the Agenda

3.1 MODIFICATION TO THE AGENDA

Shar Robinson, PSD Secretary, announced the following agenda changes:

- Change of Presenter – Nicole Roach, Program Manager will now be presenting on item 5.5 Report on the Fatherhood FIRE grant.
- Item 8.1 and Item 5.6 were moved to Section 4
 - Item 8.1 Fiscal Year 2020-21 Head Start/Early Head Start Carryover Request will immediately follow Item 4.3.
 - Item 5.6 Finance Budget to Actual reports will immediately follow Item 8.1
- Mr. Dugas, DPH Director, will be abstaining from all approval items due to his Delegate Appointment not being voted on until Section 7.

4. Discussion Item – Adoption of Resolution 2021-10-21

4. APPROVAL OF RESOLUTION

Adam Ebright, Deputy County Counsel, clarified the background and requirement for the SGB to consider adoption of the Resolution No. 2021-10-21 finding that meeting in person presents an imminent risk to the health or safety of attendees as a result of the COVID-19 state of emergency.

The SGB discussed and approved the resolution.

APPROVED

Motion/Second: Superintendent Alejandre/Dr. Kelley

Roll-call Vote was taken.

AYES: Supervisor Baca Jr., Superintendent Alejandre, Dr. Kelley and Wendy Alvarez for Janki Patel

ABSENT: Janki Patel, Dr. Sequeira

ABSTAIN: Joshua Dugas for Dr. Sequeira

8.1 APPROVAL OF FISCAL YEAR 2020-21 HEAD START/EARLY HEAD START CARRYOVER REQUEST

Madeline Tsang, Administrative Manager, presented the request to carry over total unobligated funds of \$5,976,272 for the Head Start (HS) program and \$1,656,786 for the Early Head Start (EHS) program from FY 2020-2021 program year to FY 2021-2022 program year for the following reasons:

- To purchase an Administration Building and two modular units for the Yucaipa site relocation
- To purchase and set-up shade structures, playground equipment for HS and EHS preschool sites located at Barstow, Whitney Young, Victorville, Ontario Maple, San Bernardino West, Apple Valley, Yucca Valley, Yucaipa and Upland
- To facilitate minor renovations for EHS expansion sites and preschool relocation of existing sites. These projects may include fences, pour’n play, artificial turf, bike track, ADA Ramp, etc.
- To complete contractual services including those provided by the delegate agency and other contractors
- To ensure new and existing classrooms are supported with furniture, network, computers, curriculum, health and safety supplies, etc.
- To provide staff with professional development training for EHS program

Estimated expenditure by program, CAN number, and budget category are as follows:

Category	Head Start	Early Head Start				HS & EHS GRAND TOTAL
	CAN# G094122	CAN# G094122	T/TA CAN# G094121	Expansion CAN# G091128	EHS Total	
C. Travel			11,887		11,887	11,887
D. Equipment	250,000	30,000		137,500	167,500	417,500
E. Supplies	349,503	146,720		384,156	530,876	880,379
F. Contractual	99,413	224,212		195,000	419,212	518,625
G. Construction	3,557,507				-	3,557,507
H. Other	1,719,849	240,213		287,098	527,311	2,247,160
TOTAL	5,976,272	641,145	11,887	1,003,754	1,656,786	7,633,058

APPROVED

Motion/Second: Dr. Kelley/Wendy Alvarez

Roll-call Vote was taken.

AYES: Supervisor Baca Jr., Superintendent Alejandre, Dr. Kelley and Wendy Alvarez for Janki Patel
 ABSENT: Janki Patel, Dr. Sequeira
 ABSTAIN: Joshua Dugas for Dr. Sequeira

5. Executive Reports/Program Updates

5.6 Finance Reports

Madeline Tsang, Administrative Manager, provided the Budget-to-Actual and Projected Expenditure Reports as of September 30, 2021 for the following programs as follows:

5.6.1.1 Budget to Actual 2019-20

	Budget/Balance	Percentage Analysis
Head Start (HS)		
Modified Budget	\$53,329,708	
Projected Budget Balance	\$324,350	0.6%
Early Head Start (EHS)		
Modified Budget	\$5,207,712	
Projected Budget Balance	\$14,759	0.3%
Cares Act Funding (CAF)		
Modified Budget	\$3,897,512	
Projected Budget Balance	\$0	0.0%

5.6.1.2 Budget to Actual 2020-21

	Budget/Balance	Percentage Analysis
HS		
Modified Budget	\$47,501,648	
Projected Budget Balance	\$140,623	0.3%
EHS		
Modified Budget	\$7,680,708	
Projected Budget Balance	\$11,887	0.2%
EHS-Child Care Partnership (CCP)		
Modified Budget	\$2,117,837	
Projected Budget Balance	\$60,638	2.9%

Superintendent Alejandre, SGB Vice-Chair, asked how long the carryover request extension will be authorized. Madeline replied that the HS/EHS Carryover Request, if approved, will allow PSD to complete previously approved projects and will expire June 30, 2022.

5.6.1.3 Budget to Actual 2021-22

	Budget/Balance	Percentage Analysis
Combined HS/EHS		
Budget	58,467,080	
Projected Budget Balance	\$0	0.0%
HS		
Budget	\$48,080,983	
Projected Budget Balance	\$0	0.0%
EHS		
Budget	\$8,338,349	
Projected Budget Balance	\$0	0.0%
EHS-CCP		
Modified Budget	\$2,047,748	
Projected Budget Balance	\$0	0.0%

**Coronavirus Response and Relief
Supplemental Appropriations Act
(CRRSA) & American Rescue Plan (ARP)**

Budget	6,603,075	
Projected Budget Balance	\$0	0.0%

Supervisor Baca Jr., SGB Chair, inquired about any differences in the ARP funding that PSD has received in comparison to what SBC has received. Madeline explained that the Office of Head Start (OHS) restrictions do differ from the requirements on the ARP funding that SBC has received.

5.1 Program Updates

Jacque Greene, Director, informed the SGB of the following Preschool Services Department updates.

Mandated Vaccinations

The Office of Head Start (OHS) final ruling regarding mandated vaccinations by January 2022 and is anticipated to be released in late November 2021 or early December. PSD will keep the SGB informed, will be aligning our processes with SBC, updating policies and procedures and surveying staff on vaccination status to prepare and assist, staff incentives and retention, drafting communication to all staff and partners with identified checkpoints along the way to ensure we comply by the deadline of the January 2022.

Victor Valley College (VVC) Head Start

- VVC lease will terminate on June 30, 2022
- 129 children are currently enrolled at VVC
- PSD has initiated a Capital Improvement Program request for a new location in the area
- PSD has made a request to VVC to maintain our partnership and collaborate to continue to serve children at the site with several options suggested. VVC leadership is currently reviewing the request.

Early Head Start (EHS) Expansion

PSD will expand EHS 0-3 services to an additional 64 Center-Based slots by March 2022 at the following locations: Ontario Maple, San Bernardino West, San Bernardino Whitney Young, Victorville and Barstow.

Focus Area 2 (FA2) Review

PSD is preparing for the OHS FA2 review that will be scheduled in 2022. This is an opportunity for PSD to demonstrate our effectiveness in implementing our high quality program services. The review areas of the FA2 are as follows: Program Management/Quality Improvement; Monitoring/Quality Education and Development Services; Quality Health Services; Quality Family / Community Engagement Services; Fiscal Infrastructure; and Eligibility, Recruitment, Selection, Enrollment and Attendance (ERSEA). The SGB will be requested to participate in the FA2 interview process.

Annual PSD 2021-22 Self-Assessment

The Self-Assessment will be scheduled for the end of November or early December. The self-assessment will contribute to preparing staff for the FA2.

5.2 US Department of Health & Human Services (HHS) Communication

Jacque gave a brief overview of the following OHS HHS communication:

- 4.2.1 Information Memorandum 21-05 - Supporting the Wellness of all staff in the Head Start Workforce.

5.3 Final 2020-21 Program Information Report (PIR) for PSD and Easter Seals

Debra Billings-Merlos, Deputy Director, presented the 2020-21 PIR summaries for PSD program options: Head Start (HS), Early Head Start (EHS) and Child Care Partnership (CCP) programs as well as PSD Delegate Agency,

Easter Seals program options: HS and EHS. The following areas of each summary were highlighted: Enrollment, Health Insurance, Accessible Health Care, Medical Services, and Accessible Dental Care, Family Services, and Homeless Services.

Debra replied to Dr. Kelley, Department of Behavioral Health (DBH) Director, and explained the differences in the Mental Health Consultations and Family Services that PSD offers to PSD families.

5.4 Monthly 2021-22 Program Information Report updates for PSD and Easter Seals

Debra shared the Program Information Report (PIR) updates for September 2021 as of October 6, 2021 for PSD program options: Head Start (HS), Early Head Start (EHS) and Child Care Partnership (CCP) programs and PSD Delegate Agency, Easter Seals program options: HS and EHS. The following areas were highlighted.

- Medical and Dental
- Disability & Family Services
- Employment, Job Training, and School Status
- Family Services listed in the PIR

5.5 Fatherhood Family-Focused Interconnected Resilient & Essential (FIRE) Update

Nichole Roach, Program Manager, provided the following updates:

- The first program year ended in September.
- There were a total of 5 cohorts and 30 participants.
- PSD received great feedback on the program and we are excited for the new program year.
- Recruitment efforts have begun
- The Fatherhood Flame event will take place on November 18 from 9am – 2pm at the Ontario Convention Center with Streaming options for virtual option. This event will be a collaboration with Children’s Network and Juan Solis, Inland Empire Fatherhood Coalition.

6. SGB Training/Refresher

6.1 Overview of Governance Responsibilities

Jacque presented an overview and shared the following documents:

- Head Start Governing Body and Tribal Council – Certification Glossary of Documents and Reports
- BOS Resolution Establishing the SGB
- SGB By-laws
- Office of Head Start – Required Reports

7. Consent Items

The following consent items were approved.

7.1 August 19, 2021 SGB Minutes

7.2 SGB Delegate Appointment for Public Health

APPROVED

Motion/Second: Superintendent Alejandre/Dr. Kelley

Roll-call Vote was taken.

AYES: Supervisor Baca Jr., Superintendent Alejandre, Dr. Kelley and Wendy Alvarez for Janki Patel

ABSENT: Janki Patel, Dr. Sequeira

ABSTAIN: Joshua Dugas for Dr. Sequeira

9. Informational Items

8.1 Next SGB Meeting

The next SGB meeting is scheduled for January 20, 2022.

10. Public Comment

There were no public comments.

11. Executive Comment

Dr. Kelley, DBH Director, and the SGB congratulated Jacquie Greene as PSD Director.

Supervisor Baca Jr., SGB Chair, also welcomed and congratulated our newly elected SGB Policy Council Representatives.

Jacque shared that the new program year has been challenging for the staff, children and families with all of the effects of Covid. PSD is maintaining efforts to offer wellness support to all. Enrollment is currently at 60% of full enrollment which aligns with nationwide Head Start enrollment. PSD continues to focus on our goals to meet the needs of the community including the increase in the need for 0 – 3 services. Jacquie also thanked the PSD team, the SGB and the PC for their support during this challenging time.

12. Adjournment

The meeting adjourned at 3:36 P.M.



**Preschool Services Department
Administration**

Jacquelyn Greene
Director

**Head Start Shared Governance Board Meeting
November 18, 2021**

Attendance Sheet

Present:

1. Joe Baca, Jr., San Bernardino County Board of Supervisor, 5th District, Shared Governance Board Chair
2. Janki Patel, Children's Network Officer, San Bernardino County Children's Network
3. Michael Knight, Assistant Director, San Bernardino County Department of Behavioral Health

Absent:

4. Michael Sequeira, MD, Health Officer, San Bernardino County Department of Public Health
5. Ted Alejandre, County Superintendent, San Bernardino County Superintendent of Schools, SGB Vice Chair
6. Veronica Kelley, DSW, LCSW, Director, San Bernardino County Department of Behavioral Health
7. Lorena Alatorre, Head Start Policy Council SGB Representative - PC Chair – Crestline Head Start
8. Tanisha Bradley, Head Start Policy Council SGB Representative – Community Representative
9. Jeanette Seneviratne, Head Start Policy Council SGB Representative – Community Representative



Head Start Shared Governance Board Minutes

DATE: November 18, 2021
PLACE: Preschool Services Department
Zoom Video/Teleconference Special Meeting

1. And 2. Call to Order & Welcome/Introductions

The Shared Governance Board (SGB) meeting commenced at 2:00 P.M.

San Bernardino County (SBC) Board of Supervisors (BOS) 5th District Supervisor Joe Baca, Jr., SGB Chair, called the meeting to order and welcomed everyone.

3. Presentation of the Agenda

Adam Ebright, Deputy County Counsel, requested public comments be moved up on the agenda prior to the Discussion Item today and on future agendas.

5. Public Comment

There were no public comments.

4. Discussion Item – Continuation of Resolution

4. APPROVAL OF RESOLUTION 2021-11-18

The SGB discussed continuing resolution to meet virtually. Resolution 2021-11-18 was approved.

APPROVED

Motion/Second: Michael Knight/Janki Patel

Roll-call Vote was taken.

AYES: Supervisor Baca Jr., Janki Patel, and Michael Knight

ABSENT: Dr. Sequeira, Superintendent Alejandre and Dr. Kelley
ABSTAIN:

6. Executive Comment

There were no Executive comments.

7. Adjournment

The meeting adjourned at 2:04 P.M.



**Preschool Services Department
Administration**

Jacquelyn Greene
Director

**Head Start Shared Governance Board Meeting
December 17, 2021**

Attendance Sheet

Present:

1. Joe Baca, Jr., San Bernardino County Board of Supervisor, 5th District, Shared Governance Board Chair
2. Michael Sequeira, MD, Health Officer, San Bernardino County Department of Public Health
3. Wendy Alvarez, Associate Network Officer, San Bernardino County Children's Network
4. Michael Knight, Assistant Director, San Bernardino County Department of Behavioral Health

Absent:

5. Ted Alejandre, County Superintendent, San Bernardino County Superintendent of Schools, SGB Vice Chair
6. Janki Patel, Children's Network Officer, San Bernardino County Children's Network
7. Lorena Alatorre, Head Start Policy Council SGB Representative - PC Chair – Crestline Head Start
8. Tanisha Bradley, Head Start Policy Council SGB Representative – Community Representative
9. Jeanette Seneviratne, Head Start Policy Council SGB Representative – Community Representative



Head Start Shared Governance Board Minutes

DATE: December 17, 2021
PLACE: Preschool Services Department
Zoom Video/Teleconference Special Meeting

1. And 2. Call to Order & Welcome/Introductions

The Shared Governance Board (SGB) meeting commenced at 2:00 P.M.

San Bernardino County (SBC) Board of Supervisors (BOS) 5th District Supervisor Joe Baca, Jr., SGB Chair, called the meeting to order and welcomed everyone.

3. Presentation of the Agenda

There were no changes to the agenda.

4. Public Comment

There were no public comments.

5. Informational Item

5. REVIEW FISCAL YEAR 2020-21 HEAD START/EARLY HEAD START CARRYOVER FUNDING INCREASE

Madeline Tsang, Administrative Manager, presented the revised Carryover which was previously approved at the October 21, 2021 SGB meeting. The carryover of additional funds will be utilized for current projects. An additional \$100,094 was added and \$99,325 has been transferred from Supplies to Other budget categories to cover the material increases on a new fence project at Ontario Maple Preschool site. The revised Carryover total is now \$7,733,152.

There were no questions from the Board. Supervisor Baca thanked Ms. Tsang for bringing this review item and keeping the SGB updated.

6. Discussion Item

6. APPROVAL OF RESOLUTION 2021-12-17

The SGB discussed continuing resolution to meet virtually. Dr. Sequeira, Public Health Officer, commented that that it is a good idea to continue with virtual meeting option during this time. The SGB agreed and approved Resolution 2021-12-17.

APPROVED

Motion/Second: Dr. Sequeira/Wendy Alvarez

Roll-call Vote was taken.

AYES: Supervisor Baca Jr., Dr. Sequeira, Michael Knight, and Wendy Alvarez

ABSENT: Superintendent Alejandro/Dr. Kelley

ABSTAIN:

7. Executive Comment

Jacque Greene, Director, reminded the SGB of the Focus Area 2 (FA2) Federal Review scheduled for January 10 through January 14, 2022. There will be an option for the SGB to participate in an interview regarding their role as SGB members. Jacque will be meeting with the FA2 Federal Review Team Lead on December 21 to discuss the review schedule. She will send the SGB the review schedule and information on the governance interview if the SGB chooses to participate.

Supervisor Baca Jr. thanked Ms. Greene for her great job as PSD Director and he thanked the SGB for their participation and the great job they do as the SGB.

8. Adjournment

The meeting adjourned at 8:40 A.M.



**Preschool Services Department
Administration**

Jacquelyn Greene
Director

**Head Start Shared Governance Board Meeting
January 14, 2022**

Attendance Sheet

Present:

1. Joe Baca, Jr., San Bernardino County Board of Supervisor, 5th District, Shared Governance Board Chair
2. Michael Sequeira, MD, Health Officer, San Bernardino County Department of Public Health
3. Janki Patel, Children's Network Officer, San Bernardino County Children's Network
4. Myrlene Pierre, Assistant Superintendent, Student Services SBCSS
5. Dr. Georgina Yoshioka, DBH Interim Director, San Bernardino County Department of Behavioral Health
6. Michael Knight, Assistant Director, San Bernardino County Department of Behavioral Health

Absent:

7. Ted Alejandre, County Superintendent, San Bernardino County Superintendent of Schools, SGB Vice Chair
8. Lorena Alatorre, Head Start Policy Council SGB Representative - PC Chair – Crestline Head Start
9. Tanisha Bradley, Head Start Policy Council SGB Representative – Community Representative
10. Jeanette Seneviratne, Head Start Policy Council SGB Representative – Community Representative



Head Start Shared Governance Board Minutes

DATE: January 14, 2022
PLACE: Preschool Services Department
Zoom Video/Teleconference Special Meeting

1. And 2. Call to Order & Welcome/Introductions

The Shared Governance Board (SGB) meeting commenced at 1:45 P.M.

San Bernardino County (SBC) Board of Supervisors (BOS) 5th District Supervisor Joe Baca, Jr., SGB Chair, called the meeting to order and welcomed everyone. Jacquie welcomed Dr. Georgina Yoshioka, DBH Interim Director, to the SGB and Dr. Yoshioka introduced herself.

3. Presentation of the Agenda

There were no changes to the agenda.

4. Public Comment

There were no public comments.

5. Discussion Item

5. APPROVAL OF RESOLUTION 2022-1-14

The SGB discussed continuing resolution to meet virtually. Dr. Sequeira, Public Health Officer, suggested approving the resolution for continuation of virtual meetings due to the current Covid-19 surge. The SGB agreed and approved Resolution 2022-1-14.

APPROVED

- Motion/Second: Myrlene Pierre/Dr. Sequeira

- Roll-call Vote was taken.
- AYES: Supervisor Baca Jr., Dr. Sequeira, Dr. Yoshioka, Janki Patel, and Myrlene Pierre
- ABSENT: Superintendent Alejandro
- ABSTAIN: None

6. Executive Comment

7. Adjournment

The meeting adjourned at 1:53 P.M.

**HEAD START SHARED GOVERNANCE BOARD FOR
SAN BERNARDINO COUNTY PRESCHOOL SERVICES DEPARTMENT**

RESOLUTION NO. 2022-1-20

A RESOLUTION OF THE HEAD START SHARED GOVERNANCE BOARD FOR SAN BERNARDINO COUNTY PRESCHOOL SERVICES DEPARTMENT FINDING THAT MEETING IN PERSON PRESENTS AN IMMINENT RISK TO THE HEALTH OR SAFETY OF ATTENDEES AS A RESULT OF THE COVID-19 STATE OF EMERGENCY

WHEREAS, on March 4, 2020, the Governor proclaimed a State of Emergency to exist in California as a result of the threat of COVID-19; and

WHEREAS, on March 17, 2020, the Governor issued Executive Order N-29-20, under the provisions of Government Code section 8571, finding that strict compliance with various statutes and regulations specified in that order would prevent, hinder, or delay appropriate actions to prevent and mitigate the effects of COVID-19; and

WHEREAS, Executive Order N-29-20, in part, suspended certain provisions of the Ralph M. Brown Act (Brown Act) related to participation in meetings via teleconference in order to provide legislative bodies with more flexibility to hold public meetings while maintaining social distancing due to COVID-19; and

WHEREAS, on June 11, 2021, the Governor issued Executive Order N-08-21 which, in part, provides that the teleconferencing provisions set forth in Executive Order N-29-20 expire on September 30, 2021; and

WHEREAS, on September 16, 2021, the Governor signed Assembly Bill 361 into law, amending the Brown Act in order to continue some of the teleconferencing flexibility during a State of Emergency following the expiration of Executive Order N-29-20 on September 30, 2021; and

WHEREAS, in order to utilize the teleconferencing provisions of Assembly Bill 361, there must be a proclaimed State of Emergency and either: (1) social distancing measures recommended by State or local officials or (2) the legislative body must make certain initial findings; and

WHEREAS, to continue to the utilize the teleconferencing provisions of Assembly Bill 361, within 30 days of holding a meeting under the provisions enacted by Assembly Bill 361, the legislative body must make new findings; and

WHEREAS, there is currently a State of Emergency in California pursuant to the Governor's March 4, 2020, proclamation; and

WHEREAS, due to the ongoing State of Emergency and the public health threat posed by COVID-19, the HEAD START SHARED GOVERNANCE BOARD FOR SAN BERNARDINO COUNTY PRESCHOOL SERVICES DEPARTMENT seeks to make findings, as required by Assembly Bill 361, that as a result of the COVID-19 State of Emergency, meeting in person would present an imminent risk to the health or safety of some meeting attendees; and

WHEREAS, the circumstances of the State of Emergency continue to directly impact the ability of the members of the legislative body and members of the public to meet safely in person; and

NOW, THEREFORE, BE IT RESOLVED, by the HEAD START SHARED GOVERNANCE BOARD FOR SAN BERNARDINO COUNTY PRESCHOOL SERVICES DEPARTMENT, as follows:

Section 1. The Governor’s State of Emergency Declaration, issued on March 4, 2020, remains active.

Section 2. As a result of the March 4, 2020, State of Emergency, meeting in person would present an imminent risk to the health or safety of some attendees.

Section 3. The circumstances of the emergency have been considered and the State of Emergency directly impacts the ability of the HEAD START SHARED GOVERNANCE BOARD FOR SAN BERNARDINO COUNTY PRESCHOOL SERVICES DEPARTMENT and members of the public to meet safely exclusively in person.

Section 4. This Resolution and the findings contained herein shall apply to all meetings of the Board and all of the Standing Committees of the HEAD START SHARED GOVERNANCE BOARD FOR SAN BERNARDINO COUNTY PRESCHOOL SERVICES DEPARTMENT.

The foregoing Resolution was passed and adopted this 20th day of January 2022, by the following vote:

AYES: Baca, Jr., Alejandro, Sequeira, Janki, Yoshioka

NOES: None

ABSENT: None

ABSTAIN: None

APPROVED:

Shared Governance Board Chair

ATTEST:

Shared Governance Board Secretary

Introduction

The County of San Bernardino Preschool Services Department (PSD) administers the Federal Head Start (HS), Early Head Start (EHS), Early Head Start Child Care Partnership (EHS-CCP), Low Income First-Time Mothers (LIFT), Home Visiting- Program (HVP), The Fatherhood Family-Focused, Interconnected, Resilient, and Essential (Fatherhood FIRE) program and the California State Preschool Program (CSPP). Since 1965, PSD has provided comprehensive services that meet the emotional, health, nutritional, and psychological needs of preschool children ages zero to five from low-income families. PSD served over 5,000 disadvantaged children ages zero (0) to five (5) and their families at 39 preschool sites and 26 private Family Child Care providers countywide in program year 2020-2021.

PSD is committed to serving the most vulnerable populations of low-income families; pregnant mothers and teen parents; children with disabilities and/or special needs; foster children; and children and families experiencing homelessness. PSD programs address developmental goals for children and provide support for parents to achieve self-sufficiency.

Unique to this program year and last program year was the challenge of the Corona Virus Pandemic. PSD faced this challenge by implementing Distance Learning Virtual Classrooms, bag lunches for pick-up for families, drop-off school to home activities, Virtual Home Visits, and telecommuting processes for staff. The 2019-2020 Self-Assessment reviewed PSD's response to the COVID-19 challenges and was found to be a leader for other agencies on best practices in this area. To further help students bridge the gap to school readiness, PSD successfully offered two summer sessions for children entering Kindergarten and children with special needs.

PSD has encountered challenges including a high percentage of children living in poverty in the County of San Bernardino. PSD conducts an annual community assessment that paints a picture of the community needs and describes the diverse needs of families who may receive services. In addition, the community assessment covers the community's history, its economic environment, and the community's strengths and challenges. The most recent community assessment included data from Kidsdata.org which reported that there are 566,799 children ages 0 to 17 residing in San Bernardino County. According to the San Bernardino County Community Indicators Report 2019, 18.4% of all San Bernardino County children under 18 live in poverty while 11.4% of adults and 11.5% of older adults (ages 65 or older) live in poverty in 2019. This means 104,291 children ages 0 to 17 live in poverty in San Bernardino County. This is a vast problem for the region's long-term future. Given the difficulty that San Bernardino County has with the education level of its existing workforce, the challenges facing today's school children will be greater. A challenge PSD has encountered is the vast geographic size of the county. At 20,105 square miles, the County of San Bernardino is the largest county in the country by geographic area; bordered by five other counties and two states. This exceeds the square mileage of Connecticut, Delaware, Massachusetts and Rhode Island combined. By proactively preparing for challenges, PSD has designed and

implemented innovative projects and models which have increased the resources and services provided in the community.

PSD operates under the County umbrella, which supports the department in accessing community resources and services. The County of San Bernardino Board of Supervisors and the Shared Governance Board are responsible for program oversight. The Board of Supervisors is comprised of elected officials and the Shared Governance Board is comprised of one Supervisor from the Board of Supervisors, Department Directors from various County Departments, and the Superintendent of San Bernardino County Superintendent of Schools. Additionally, PSD receives program guidance and direction from the Policy Council that is comprised of parents of preschool children and community representatives. The Policy Council's responsibilities include developing, monitoring and approving program goals, policies and budgets. PSD has successfully partnered with other County departments and community agencies including: Department of Behavioral Health, Department of Public Health, Children and Family Services, Transitional Assistance Department, Housing Authority, San Bernardino County Superintendent of Schools, First 5, County of San Bernardino Probation Department, Community Action Partnership, Georg P. Cheng, MD Lions Club Riverside, Loma Linda University, California State University of San Bernardino, Azusa Pacific University, West Coast University, Cal Baptist University, and San Bernardino County Unified School Districts . These partnerships afford PSD the opportunity to deliver comprehensive services to children and their families in communities countywide.

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Shared Governance Board

Joe Baca Jr., Current SGB Chair Board of Supervisor, Fifth District



Supervisor Joe Baca, Jr. is committed to the County of San Bernardino. Supervisor Baca, Jr. brings a wealth of experience and home-grown expertise to the County of San Bernardino. He was raised in the City of Rialto and attended all local public schools including Boyd Elementary, Morgan Elementary, Frisbie Junior High, and Eisenhower High School. Supervisor Baca, Jr. stayed close to the community after graduating from high school. He attended local colleges receiving his A.A. degree from San Bernardino Valley College, B.S. degree from Cal State San Bernardino, a Master's degree in Public Administration from Cal State San Bernardino, and a second Master's degree in Education

from Azusa Pacific University. His educational experience is supplemented with a seven-year career in law enforcement and 15 years of experience teaching in our local classrooms.

Supervisor Baca, Jr. went on to become a teacher and head coach for the softball team at Rialto High School. Teaching and coaching at Rialto High School has helped Supervisor Baca, Jr. get to know many of the young people growing up in our community and has helped him implement programs for our youth. In addition, His experience as a public school teacher helps him foster relationships and create partnerships within our community.

Supervisor Baca, Jr. served on the Rialto City Council from 2007-2020. Prior to serving on the City Council, he was a member of the California State Assembly from 2004 through 2006. As a Councilmember, he served on the Bud Bender Ad Hoc Committee that brought to Rialto two of the only Dodger's Dream Fields in San Bernardino County. His passion for strong communities allowed him to be appointed to the Council's Ad-Hoc Subcommittee to help develop the design of Phase II Citywide Parks improvements.

Supervisor Baca, Jr. believes in giving back to the community that has been so good to him. He has worked diligently to increase funding for senior programs, implement after-school programs for our youth, and increase funding for the police and fire departments. His love for the County he has called home for over 49 years is shown by his regular presence at civic events throughout the Inland Empire. He and his wife Jennifer have been married for 18 years. He has three children and three lovely grandchildren. He is a member of St. Catherine's of Siena Catholic Church in Rialto. He is proud and thankful to the citizens for giving him the opportunity to serve the people in San Bernardino County's 5th District.

Josie Gonzales, SGB Chair Board of Supervisor, Fifth District



(Term over December 2020)

Josie Gonzales was first elected to the Board of Supervisors in 2004. As a public official, she strives to promote cooperative efforts on local, state, and federal levels. Her "People First" philosophy is founded on bringing non-partisan resources together to best serve the county. She strongly believes that when we work together with the concerns and needs of the people as our priority, we can accomplish great things

Supervisor Gonzales prioritizes early education and the development of young children in order to build a strong foundation for their educational journey. As a former Head Start parent, she believes that access to a good education, from Cradle to Career, is the key to achieving our Countywide

Vision. A lifelong resident of San Bernardino County, Supervisor Gonzales was raised in the City of Colton and lived in San Bernardino for more than 20 years. In 1995, she moved to the City of Fontana, where she served as a City Councilmember until elected Fifth District Supervisor in 2004. Supervisor Gonzales owned and operated a successful small business in Fontana for many years. She resides in Fontana, and enjoys spending time with her four adult children and six grandchildren.

Theodore “Ted” Alejandre, SGB Vice-Chair, County Superintendent, County of San Bernardino Superintendent of Schools



San Bernardino County Superintendent of Schools' Ted Alejandre began his four-year term as the county's 34th superintendent after being elected to office in June 2014. He ran for the county's lead educational seat unopposed in 2018 and began his second four-year term in January 2019.

With more than three decades of experience in public education, Mr. Alejandre has served in several positions at the school site and district levels including assistant superintendent of Business Services in the Yucaipa-Calimesa Joint Unified School District. He joined County Schools in 2008 as the assistant superintendent of Business Services, and later was appointed deputy superintendent, overseeing all operations of the organization.

As county superintendent, Mr. Alejandre works collaboratively with educators, families, other agencies and stakeholders to provide advocacy, leadership and services for and on behalf of more than 406,000 K-12 students attending public schools in San Bernardino County.

Mr. Alejandre is a retired U.S. Air Force Lieutenant Colonel serving since 1984. He received his associate degree in Administrative Management from the Community College of the Air Force,

his bachelor's degree in Public Administration and master's in Educational Administration from Cal State University, San Bernardino.



Veronica Kelley, Director for Department of Behavioral Health

Dr. Veronica A. Kelley, DSW, LCSW is the Director for the San Bernardino County Department of Behavioral Health and oversees the daily operations for both Mental Health and Substance Use Disorder Services. Veronica is a member of the Governing Board for the County Behavioral Health Directors Association of California (CBHDA), serving as the President, she sits on the Executive Committee and serves as the Co-Chair for the Substance Abuse Prevention & Treatment (SAPT) Committee. She is also a Council Member to the California Behavioral Health Planning Council, Board Member to the California Mental Health Services Authority and Associate Member to the American Society of Addiction Medicine. In August of 2019 she was appointed by governor as a member of the No Place Like Home Program Advisory Committee.

Dr. Kelley is a Professor at Mount St. Marys' University teaching in the undergraduate Social Work/Sociology Department and an Assistant Clinical Professor in the Masters of Social Work Program at Loma Linda University Department of Social Work and Social Ecology. She earned her doctorate of Social Work (DSW) from Capella University, earned her MSW from the University of Southern California and her BS in Psychology and Child Development from Mount Saint Mary's College in Los Angeles.

Janki Patel, Children's Network Officer for San Bernardino County



Janki began her career with San Bernardino County Children's Network in 2013 as Staff Analyst II, promoting to Community Events Coordinator at Children's Network in 2017. She is committed to improving the communication, coordination, and cooperation among child serving agencies to better serve the children and families of San Bernardino County; making sure each child has the opportunity to grow and flourish.

Janki holds a Master's degree in Public Health with a concentration in Health Promotion and Education from Loma Linda University and a Bachelor's degree in Public Health Policy from the University of California, Irvine.

Janki's areas of expertise include enhancing comprehensive community services to children and youth by improving, coordinating, planning, communicating, and cooperating among youth-serving agencies. She provided administrative and operational oversight to the Children's Network grants and program.

Throughout her career, Janki has worked collaboratively with community organizations, County Departments, County Officials, and faith-based organizations to build healthier communities by strengthening individuals and families and enhancing the quality of life for residents of San Bernardino County.

Representatives who served on behalf of The Department of Public Health

Dr. Ohikhuare (Retired August 2020)



Dr. Maxwell Ohikhuare is the Health Officer for San Bernardino County. He received his professional medical degree from State University of New York, Downstate College of Medicine – Doctor of Medicine. He is Board certified by the American College of OB/GYN. He has served in several medical staff leadership roles including Chief of Staff, Chairman of the Board of Trustees and Lead Physician for several medical missions commissioned by various international organizations and foreign governments for the treatment of HIV and other medical and surgical care. Dr. Ohikhuare is a fellow of the American College of Surgeons, American College of

OB/GYN and the International College of Surgeons. He is a member of the American College of Preventive Medicine and has directed the Women's Health Department at Riverside Regional Medical Center as well as the Residency Program at Arrowhead Regional Medical Center for OB/GYN.

Currently, he serves as the chair of the First 5 Commission of San Bernardino; as Co-Chair, Community Vital Signs Initiative, Inland Empire HIV Planning Council; as the Supervising Physician – Loma Linda University of Preventive Medicine Residency Program; as a Board Member—California Conference of Local Health Officers and member of the Board of Directors – Health Officers Association of California; and is the President/Chair – Exceptional Care Managed Group (Healthcare Managed Care).

Dr. Gustafson (Representative August 2020 to Feb 2021)



Dr. Gustafson was the Interim Health Officer during her employment with San Bernardino County. Dr. Gustafson served on the Shared Governance Board for seven months, and we appreciate her service.

Mr. Goldfrach (Representative April 2021-August 2021)



Chief Operating Officer, Arrowhead Regional Medical Center
Interim Director, San Bernardino County Department of Public Health
Andrew Goldfrach, FACHE, is the Chief Operating Officer for Arrowhead Regional Medical Center; a 456-bed, university-affiliated medical center, and Interim Director for the San Bernardino County Department of Public Health. With nearly 15 years of experience in health care management, Mr. Goldfrach is a forward-thinking, solutions-focused senior health care

executive who combines data-driven decision making, relationship building and strategic leadership.

Under his leadership, Mr. Goldfrach is responsible for the strategic growth and daily operations for the Department of Public Health in addition to his job responsibilities at the medical center. Mr. Goldfrach has been with the County of San Bernardino since March 2020. Prior to joining Arrowhead Regional Medical Center, he was the CEO of an acute rehabilitation hospital in Cleveland, Ohio and has worked in health care management for nearly 15 years. Having received his Master's in Health Administration from Washington University School of Medicine in St. Louis and a bachelor's degree in Health Policy from Ithaca College; Mr. Goldfrach is board-certified in Healthcare Management and a Fellow in the American College of Healthcare Executives.

Dr. Sequeira (Representative Feb 2021-March 2021 and current representative)



Dr. Sequeira received a Bachelor of Arts in zoology from Pomona College in Claremont and graduated with his medical doctorate in the top 10 percent of his class from the University of California, San Diego School of Medicine. He completed his residency in internal medicine and emergency medicine at the University of Oregon Health Sciences Center in Portland.

For the past 30 years, Dr. Sequeira has worked in leadership roles at the local, state and national levels, including as regional director of six of its hospital emergency departments, including hospitals in San Bernardino, Apple Valley, Colton, and Redlands. He is past president of the San Bernardino County Medical Society (2016-17) and a member of the steering committee of the Inland Empire Opioid Crisis Coalition, which worked on an educational program for opioid prescribing and overdose treatment and prevention in hospitals and the community

He also serves as National Risk Director for Vituity Healthcare, where he has been charged with keeping providers current with the latest clinical and research data on COVID-19.

Jacquelyn Greene, Director of Preschool Services



Jacquelyn Greene is currently the Director of the San Bernardino County Preschool Services Department (PSD), where she leads one of the largest Head Start programs in California that serves approximately 6,000 low-income children annually. PSD's mission is "To Improve the Well-Being of Children, Empower Families, and Strengthen Communities."

In 1996, Ms. Greene began her career as a Teacher with the Head Start program and formally became a San Bernardino County, Preschool Services Department employee when the department was established in 1999. Since that time, Ms. Greene has held several positions within the agency to include Site Supervisor where she was responsible for overseeing the daily operations of a single preschool center based site; Program Manager, where she managed several preschool locations throughout San Bernardino County and the responsibility to ensure compliance with National, State and Local County rules and regulations; Deputy Director, and her last position as an Assistant Director before becoming the Director with oversight to the agencies operational, fiscal and administrative functions.

Some of Ms. Greene's accomplishments since joining the Department include establishing the organization's Apprenticeship Training Program for families, developing and implementing the Early Head Start and the Home Visitation Program, securing funding for the expansion of slots

for the Extended Duration programs allowing children to receive a longer duration of annual services, and oversight of many National Association of Counties (NACo) award-winning programs to include Distance Learning that was implemented as a result of the COVID 19 Pandemic.

Ms. Greene has served the department and county well in all of her positions. Her knowledge of the Child Development world is exceptional, her leadership skills have helped elevate the department in many areas, and her dedication to the lives of children and families in our county is at the forefront of every decision that she makes. Additionally, as a former Head Start child and former Head Start parent, Jacquelyn is an inspiration to all PSD staff and clients.

Phalos Haire, Director of Preschool Services (Retired June 2021)



In 2005, Mr. Haire began his San Bernardino County career with the Department of Behavioral Health as a Mental Health Specialist, initiating new group counseling for teens and addressing the needs of at-risk children in their homes. At the inception of the County's Office of Homeless Services, Mr. Haire facilitated work groups, which culminated in the establishment of the San Bernardino County 10-Year Plan to End Homelessness.

Since 2009, Mr. Haire has served in many capacities within PSD's administration, including HR Staff Analyst, Program Manager, Deputy Director, Assistant Director, and his currently held position of Director.

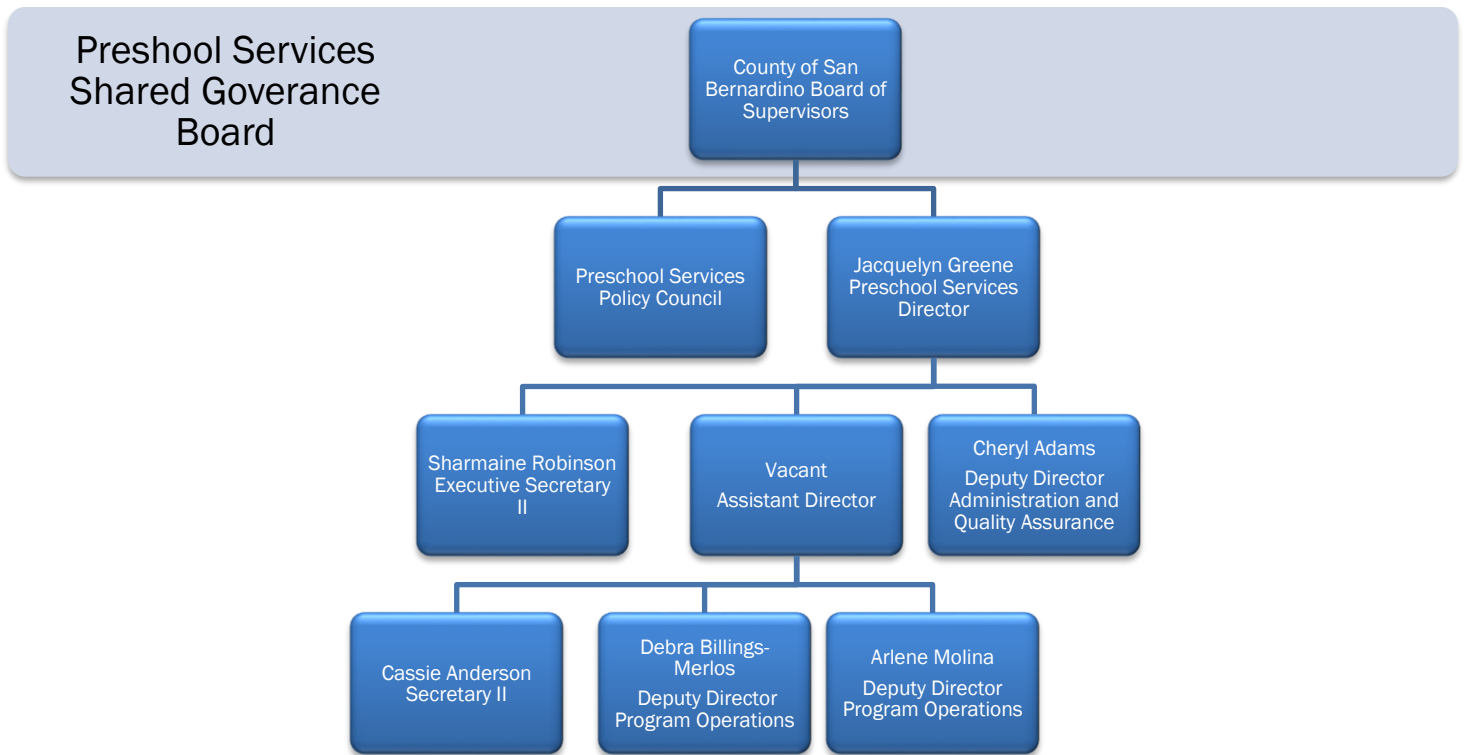
Mission Statement

To improve the well-being of children, empower families and strengthen communities.

Vision Statement

- Our children will excel in whatever setting they go to next.
- Our families' quality of life is measurably better after participating in our program.
- Our efforts increase the quantity and quality of sustainable resources and services countywide.

Organizational Chart



Program Information

PSD administers the Head Start and Early Head Start programs in 41 preschool sites and 33 private Family Child Care providers throughout the County of San Bernardino. These programs provide early childhood education and family services to over 6,608 disadvantaged children from ages zero (0) to five (5), pregnant women and families.

Head Start (HS) – HS is a national program that provides comprehensive developmental services for children three (3) to five (5) years of age and their families. This program provides specific services such as:

- Health and Social Services
- Developmental and Behavioral Screenings
- School Readiness
- Nutritional Services and Education

Parent education, family support and social services are designed to support and empower HS families, assist them in becoming economically self-sufficient and assist them to identify and achieve personal family goals.

Early Head Start (EHS) – The EHS program was established to assist pregnant women, infants and toddlers up to age three. EHS is designed to assist with enhancing:

- Children’s physical, social, emotional and intellectual development
- Pregnant women’s access to comprehensive prenatal and postpartum care
- Parent education on their child’s development
- Parents’ efforts to fulfill their parental roles and move towards self-sufficiency

In addition, the EHS program promotes healthy prenatal outcomes, enhances the development of infants and toddlers and promotes healthy family functioning.

Early Head Start – Child Care Partnership (EHS-CCP)

The EHS-CCP is a collaboration between the existing EHS program and private family child care providers, that focuses on expanding the delivery of high quality education and comprehensive services to low income children aged zero (0) to 48 months and their families who participate in the child care subsidy program. The program promotes success of infant and toddler care through the ability to increase educational services with the establishment of stimulating learning environments and enhanced professional development opportunities made available to child care centers and family child care providers. The role of EHS-CCP is to leverage the existing resources of the Early Head Start program in order to build the service capacity of private family child care providers, thus better addressing the needs families they serve.

California State Preschool Program (CSPP) – The state preschool program provides a safe and nurturing hands-on learning environment that helps each child reach his/her highest potential in the following areas:

- Social development
- Cognitive/creative development
- Language development
- Physical development

Child and Adult Food Care Program (CACFP) – The CACFP program is federally funded and administered through the State of California. The program strives to:

- Improve the diets of children under thirteen (13) years of age by providing children with nutritious, well-balanced meals
- Aid in developing good eating habits in children that will last through later years

Low-Income First-Time Mothers (LIFT) - The LIFT program is designed to improve the health and social functioning of low-income first-time mothers and their infants by providing in-home visits by a Registered Nurse. The nurses follow a visitation schedule that consists of one 90-minute home visit per week over a two and half year period. LIFT provides well baby checks, pre and post-natal education, breast feeding education, and information on child development. LIFT also provides family resources to ensure the safety and health of children.

Home Visiting Program (HVP) – The Home Visiting Program (HVP) provides in-home services to pregnant mothers and first-time parents. The goal of the program is to provide educational services on child development, social and emotional development, and cognitive development as well as provide resources for families who need financial, housing, and nutritional support. PSD administers this program in partnership with the Transitional Assistance Department (TAD). Referrals are made from TAD so that the program provides resources to low-income families who are also participating in CalWORKs. HVP provides a stable, weekly, source of education, family and child resources, and support services for first-time parents to help them thrive.

Preschool Early Intervention (PEI) – The PEI program provides teachers and parents with strategies and activities to help them identify social, emotional and behavioral issues in children in order to prevent the onset of more severe behavioral conditions. The program also provides referrals to families in need of additional support services and resources such as:

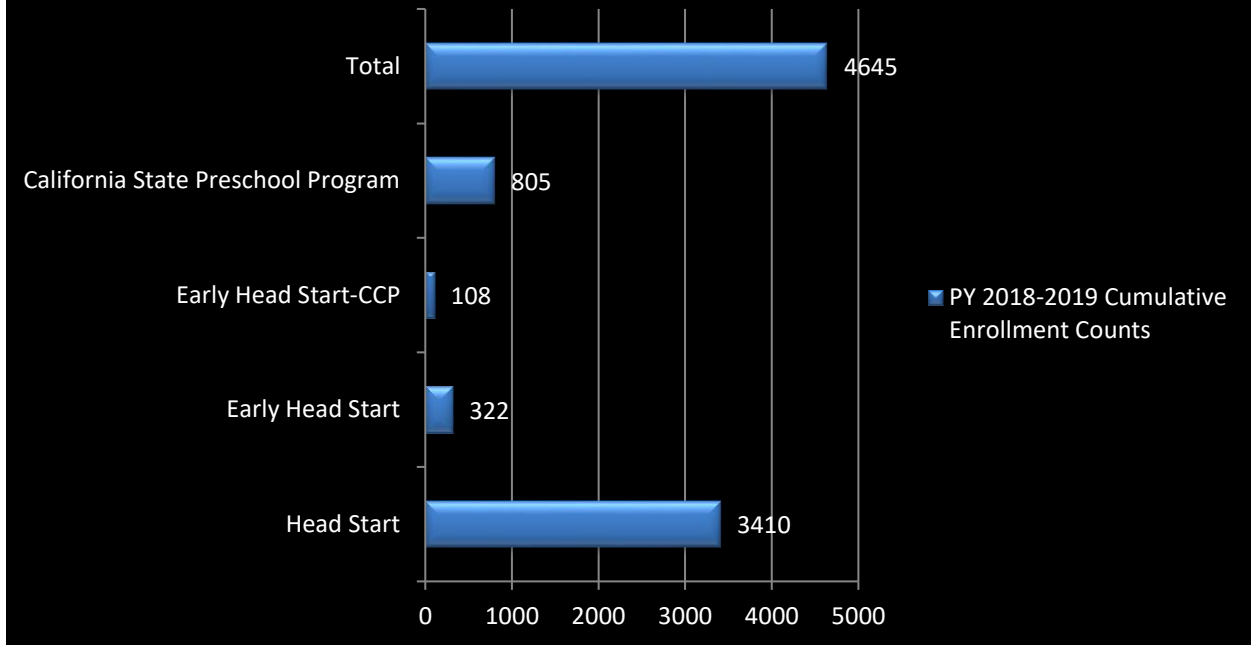
- Appropriate mental health providers
- Support groups for parents and caretakers
- Primary care providers

Fatherhood Family-Focused, Interconnected, Resilient and Essential (Fatherhood FIRE) – The Fatherhood FIRE program provides Fathers and Father figures access to the Nurturing Fathers Cohorts, resources, workforce resources, goal setting, and information on healthy family relationships. The Nurturing Father educational course is in a cohort setting that allows fathers and father figures to network and find support outside of the home. The program focuses on healthy family relationships and how to advocate, nurture, and connect with your child and how to work in tandem with a parenting partner. These courses are offered in English and Spanish throughout the San Bernardino County.

Enrollment Information and Audit Report

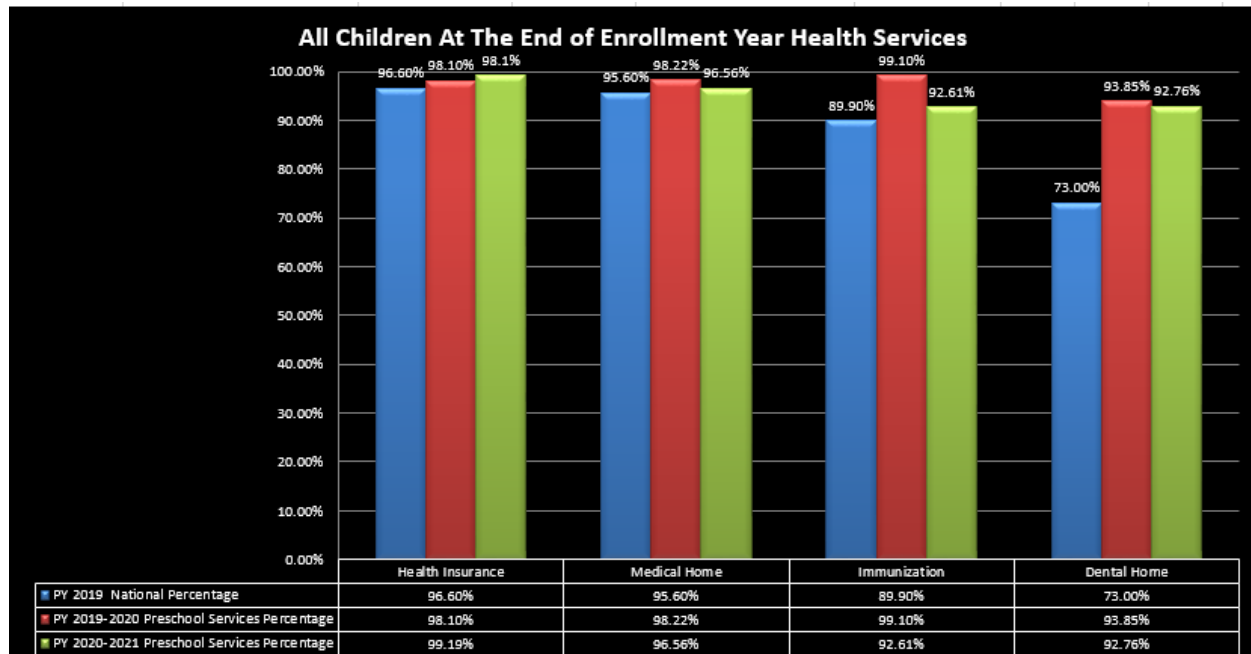
PSD provides a foundation for success by providing enrolled children and their families the highest quality child development and support services. The following information was reported on PSD's composite Program Information Report (PIR) and monthly enrollment reports for 2020-2021.

PY 2020-2021 Cumulative Enrollment Counts



Source: San Bernardino County Preschool Services Department PIRs 07/30/2021

PSD collected and monitored health information throughout the course of the 2020-2021 program year. The illustration below highlights the percentages of children that left PSD with health insurance, medical homes, immunizations and dental homes compared to the National average.



Source: San Bernardino County, Preschool Services Department Child Plus 10/20/20 and National Center for Health Statistics

Accomplishments for 2020-2021

PSD worked diligently to not only meet federal and state requirements, but to surpass the program goals set last year. PSD achieved the following during program year 2020-2021:

1. Served our children during the pandemic by offering distance learning, grab and go school lunches, produce baskets, and supplies for at home activities.
2. Provided two in person Summer Sessions to for children with disabilities and 4 and 5 year olds to help them prepare for Kindergarten.
3. 62% of the children who did not meet developmental expectations in literacy skills at the start of the year increased their literary skills to meet or exceeded developmental expectations by the end of the year.
4. Helped 74 children to go from overweight or obese to a healthy weight.
5. Enrolled 120 children for the Early Head Start—Child Care Partnership program and provided in person services during the pandemic.
6. Implemented an online interest form for parents to inquire about enrollment via the PSD website.

Preschool Services Department Policy Council & Parent Activities

The County of San Bernardino PSD's Policy Council is comprised of parents and community representatives dedicated to serving disadvantaged families with children ages zero to five and pregnant women in the community. Each site elects one Policy Council representative at the beginning of the program year that attends monthly meetings, trainings, and committee meetings. Their responsibilities include developing, monitoring, and approving program goals, policies, procedures, and budgets. They work in partnership with PSD management staff and the Shared Governance Board (SGB) to operate an effective and comprehensive Head Start program. Policy Council members are provided opportunities to participate in Policy Council Committees throughout the program year.

During 2020-2021, Policy Council Committees included:

- Finance (meets monthly)
- Personnel (meets as needed)
- Health Advisory/Family and Community Engagement/Parent Involvement (meets quarterly)
- Early Child Development (meets quarterly)
- Quality Assurance (meets quarterly)
- Training and Tech Assistance (meet quarterly)
- Ad Hoc committee (meets as needed)
- Technology (meets quarterly)
- Nutrition/Menu Planning (meets biannually)

Parent Involvement

The Head Start and Early Head Start programs encourage and support the personal development of parents in our programs. Every year the program sets aside funding for parent activities at each site. These funds are used to promote parent involvement and support parent group activities and projects. The activities offered are educational and driven by training needs identified by the parents. PSD also partners with outside community agencies to offer workshops for the parents at no cost to the program. Parent activities occur both at preschool sites and at the Policy Council meetings.

Head Start/Early Head Start Site Parent Activities

The Head Start and Early Head Start programs offered an array of parent activities during program year 2020-2021 at the 41 preschool sites and 33 private Family Child Care providers across San Bernardino County. Examples of workshops and trainings provided to parents included:

- Asthma awareness
- Oral Health
- First Aid
- Food Allergies
- Money Management
- What to do when your child gets sick
- Apprenticeships
- Family Literacy
- Online High School

Statistical Information

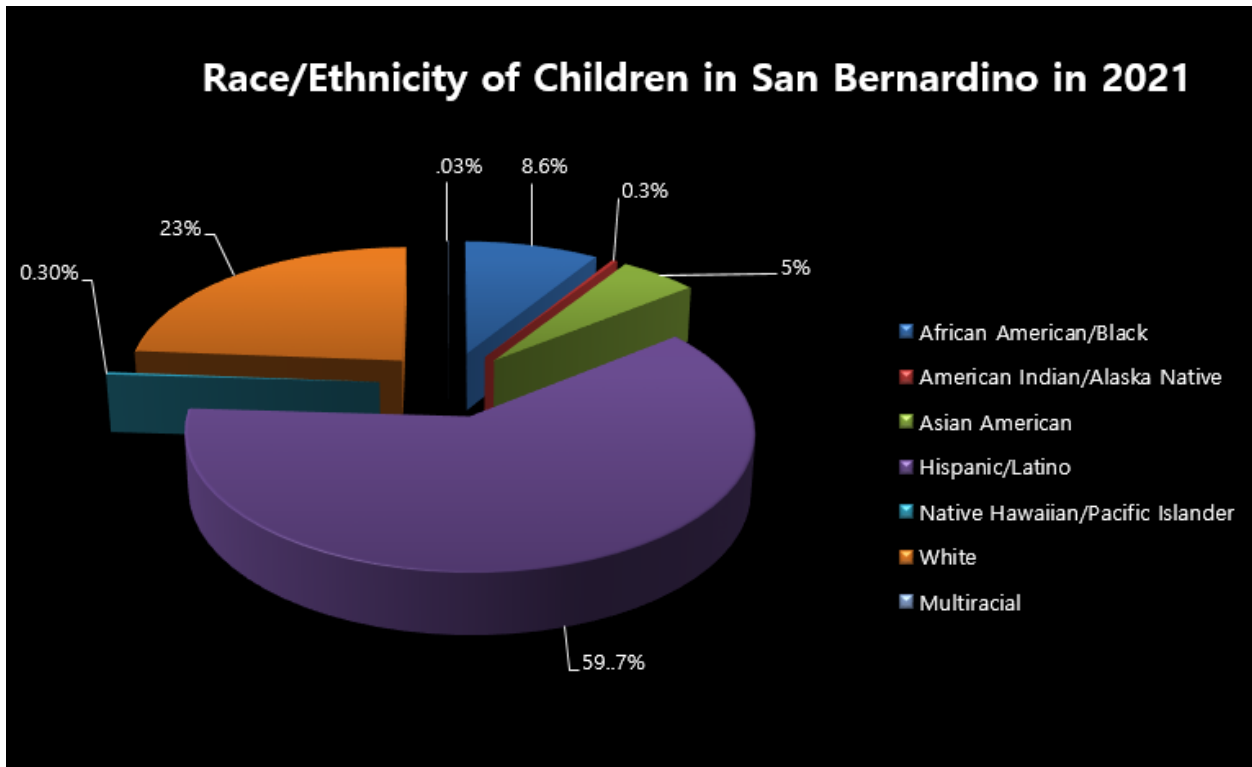
During the 2020-2021 program year, PSD served a caseload of 5,095 Head Start, Early Head Start, Early Head Start – Child Care Partnership, and State Preschool children and families throughout the County of San Bernardino.

The County of San Bernardino is home to 177,463 children between the ages of 0 to 5.

San Bernardino County Numbers			
Age	Female	Male	Total
0-2 Years	42,056	43,956	86,012
3-5 Years	44,410	47,041	91,451

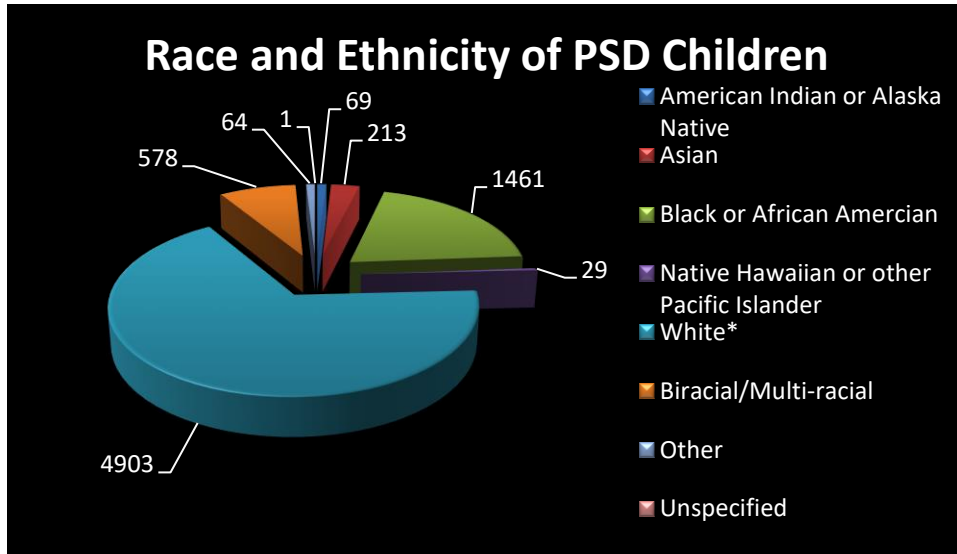
Data Source: [As cited on kidsdata.org](https://kidsdata.org)

The Child Population in San Bernardino County, by Race/Ethnicity for 2021 is as Follows:



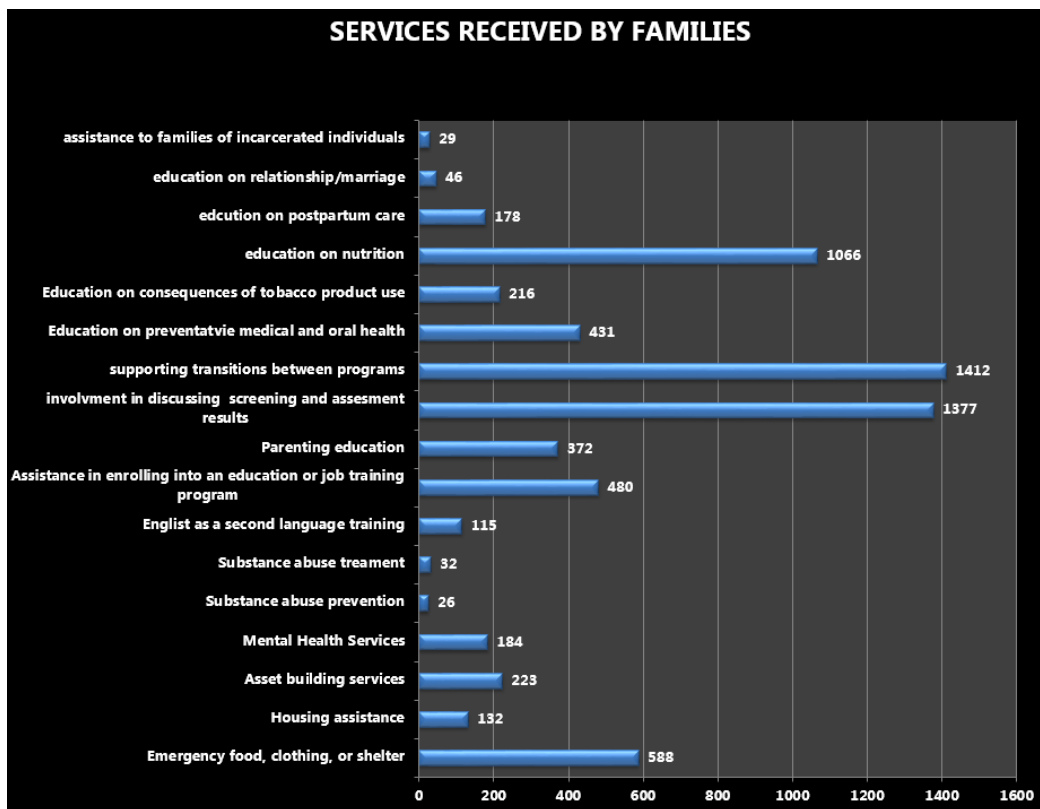
Data Source: [As cited on kidsdata.org](https://kidsdata.org).

The Race/Ethnicity of Children Served by PSD is as Follows:



Data Source: San Bernardino County Preschool Services Department Child Plus 10/20/2020. *Includes children identified as Hispanic

In addition to high quality educational programs, PSD families receive comprehensive supportive and referral services. The following are the number of services that families received during program year 2020-2021 according to the Family Services Assessment data.



Source: San Bernardino County, Preschool Services Department Child Plus Program Information Report as of 7/30/2021 Includes Summer Program for HS

Goals and Performance Measures for 2020-2021

The program goals established by PSD were developed because of the 2020-2025 Community Assessment update, the findings of the program's annual Self-Assessment, and a review of the 2020-2021 PIR results. In addition, PSD's long-term goals are in alignment with the department's Grant Application Budget Instrument (GABI), which allows the department to submit its refunding application for Head Start funds and informs the Federal government of the progress the department has made towards its established goals. PSD's primary focus continues to be to promote school readiness to ensure long-term success in school and other life endeavors and provide support to families to pursue self-sufficiency.

Short Term Goals 2020-2021

- I. Promote school readiness in language, literacy, social and emotional development.
- II. Increase the enrollment opportunities for foster children.
- III. Enhance the referral process of enrollment of families in Child Development
- IV. Promote nutrition education programs for parents at each school site.
- V. Identify and decrease the number of children who are initially identified as obese or overweight from the higher level of Body Mass Index (BMI) classification to the next lower level by children's heights and weights.
- VI. Increase the education level of families using the Online High School Diploma Program.
- VII. Enhance access to job opportunities for families.

Long Term Goals for 2020-2021

Program Year (PY) 2020-2021 was the third year of the five-year funding cycle for long-term goals. The status of the long-term goals for the HS and EHS are as follows:

- I. Increase Center-Based Child Development services for children zero to five in the areas of highest need, as identified by the community assessment.**

Progress: This program year PSD reduced 186 slots for Head Start to increase the duration of Head Start classes. In addition, PSD was awarded 112 slots for Early Head Start in all three program options for PY 2021-2022.

- II. Increase the number of parents who are making progress to obtaining economic self-sufficiency.**

Progress: Progress with this goal is limited due to challenges related to the COVID-19 pandemic. The virtual platform was not sufficient to support the observations for this program another on-line system with wider distribution and ability to save recorded information was needed. PSD acquired the Nepris system recently and participants implemented use of the new system

PSD continues to support and encourage all interested parents to continue their efforts and to make progress towards full enrollment and completion of courses in the Online High School Diploma Program. PSD has enlisted the assistance of MSW interns from Cal Baptist University, who will work closely with PSD Generalists (Family Advocates) to make individual contact with these online high school participants, and will encourage, motivate, and assist them in reaching their goals. PSD has started an in person workshop to help parents to enroll into the program.

III. Increase quality of classroom services as evidenced by increase of teacher level efficacy scores in all program options.

Progress: PSD will continue with the same goals for 2021-2022. This program year coaches conducted semiweekly announced and unannounced coaching visits via zoom. Monthly training opportunities have been provided and will continue to support Provider development in the areas of teacher-child interaction, environmental planning, and parent support during home visitation.

IV PSD will establish and maintain consistency of childcare partners by experiencing a turnover rate of less than 16% annually to increase continuity of care to children.

Progress: PSD will continue with the same goals for 2021-2022. Early Head Star – Childcare Partnership (EHS-CCP) has met the objective of less the 16% turnover rate. Last program year we experienced an 8% turnover rate.

School Readiness

In an effort to support and strengthen Preschool Education and School Readiness, PSD has initiated The Early Learning Outcomes Framework. This model provides a foundation and understanding of competencies, knowledge, and skills that most children are expected to exhibit in a high quality preschool program.

The Early Learning Outcomes Framework is designed to show the continuum of learning of infants, toddlers and preschoolers. It is grounded in comprehensive research around what young children should know and be able to do during their early years. This School Readiness foundation also adopts the National Common Core Standards, and California Preschool Learning Foundations along with the Kindergarten Content Standards such as English, Language Arts and Mathematics,

with attention to Social-Emotional Development and English Language Development. Together, the approach contributes significantly to young children's readiness for school.

Furthermore, PSD uses the Desired Results Developmental Profile (DRDP) assessment instrument to collect information through teacher observations and family observations regarding children's development. Children's assessments are completed three times per year and data is input into the DRDP tech system and aggregated to create reports that identify areas of strengths and concerns. Analysis of key findings enables the agency to develop School Readiness goals.

PSD aggregates data and analyzes the results of the assessments by agency, site, classroom and individual child levels. Staff examines the individual learning gains made by children and plans activities to strengthen areas that need improvement. Teachers individualize instruction for each child and develop goals, which are established and updated at least twice annually. Each site establishes goals three times per year. Site goals aid in identifying training needs for staff, supplies needed to enhance education, curriculum review and selection and the agency's overall focus on professional development for staff. As needs are identified, the information is shared with parents and the community to assist in the creation and implementation of action plans towards the successful completion of goals. All improvements are implemented to enhance the service delivery of PSD and to ensure families and children are successful.

PSD implements the scientifically valid research based Creative Curriculum along with the DRDP in supporting the School Readiness goals for children. The curriculum includes a daily schedule with planned transition activities supportive of the ages, attention spans, abilities and temperaments of each child. The Creative Curriculum approach to Early Childhood Education establishes an environment that encourages children to solve problems, initiate activities, explore, experiment, question and acquire skills through active learning. Teaching and support staff use data information collected from observations (children's portfolios), developmental screenings (Acuscreen and Communication Profile), and DRDP to develop individual goals for children. Parent input includes information from the child history profile, medical history, school-to-home activities, home visits, center conferences and telephone conversations. Parents are encouraged to provide input on the lesson plan and volunteer in the classroom. Parents are provided their child's DRDP data during home visits and center conferences and provide input into establishing their child's individual goals. This allows teaching staff to plan activities in each DRDP domain that will provide opportunities for the children to achieve their goals.

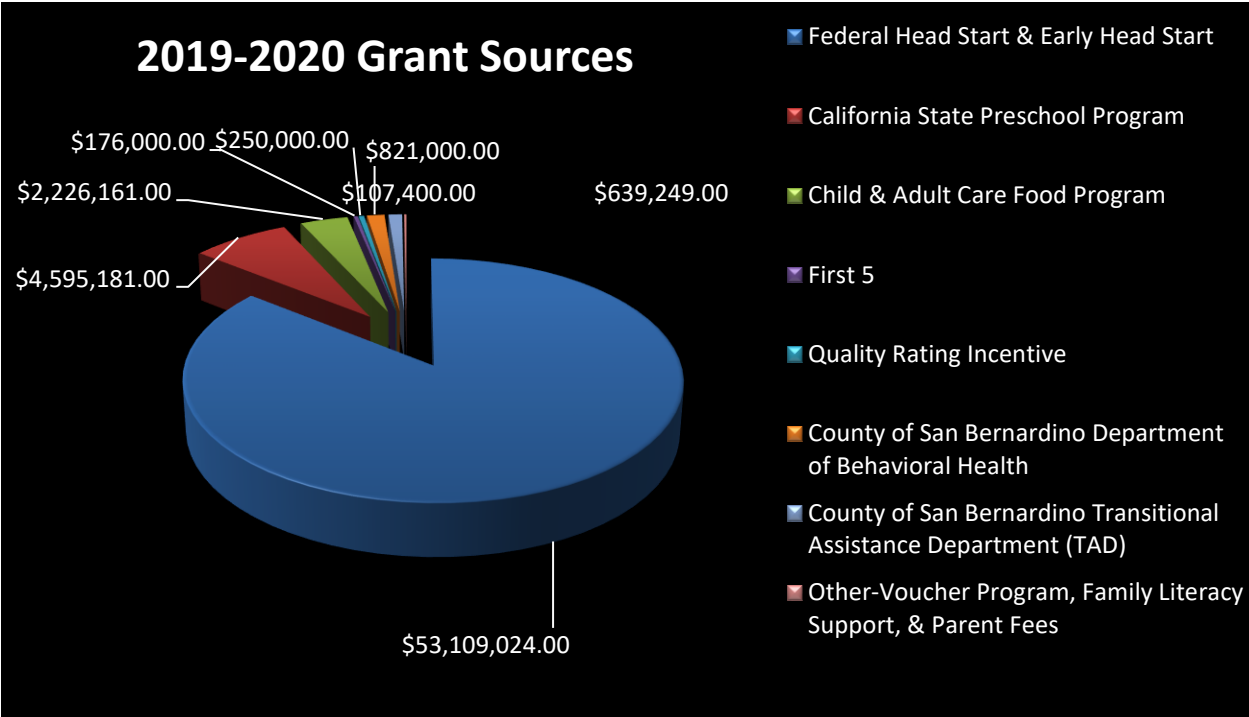
Non-Federal Share

For every Federal dollar that a program is awarded, Preschool Services is required to provide twenty-five cents from a non-Federal source such as volunteer hours or in-kind donations. Each program is budgeted a goal annually to attain Non Federal Share dollars. This year the goals were affected by the pandemic, however PSD applied for a Non Federal Share waiver and if approved, PSD will have met the target.

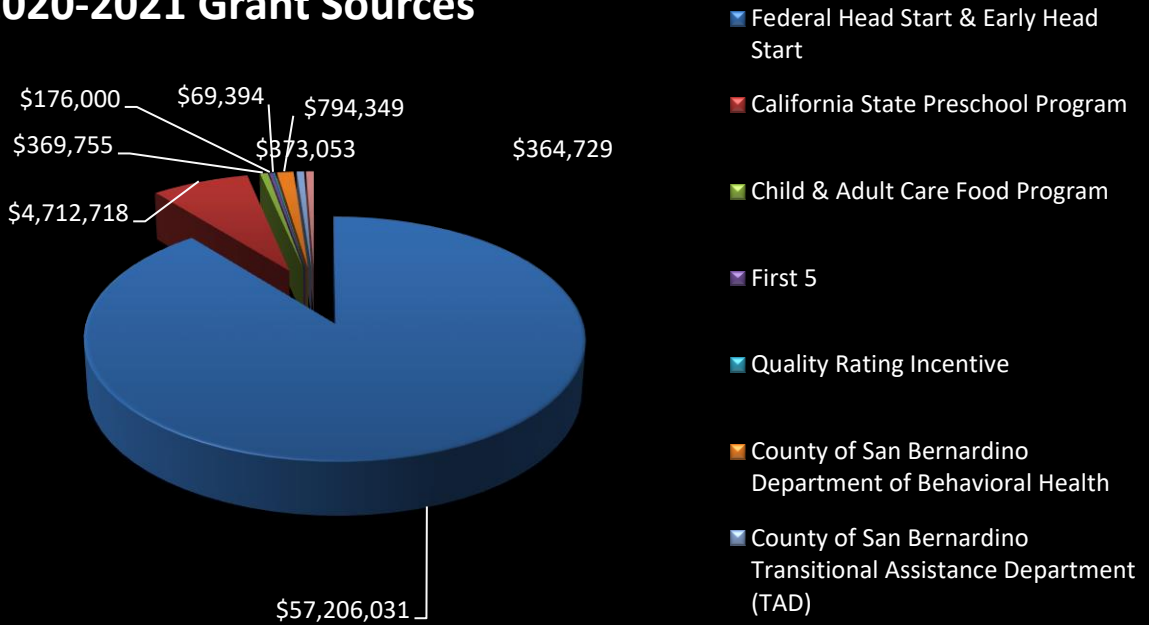
Program	Budget	Actual	Percent of Budget met
Early Head Start	\$1,473,895	\$1,379,572	90%
Head Start	\$11,960,374	\$13,781,391	115%
Early Head Start Child Care Partnership	\$506,275	\$,567,928	112%

Summary of Funding

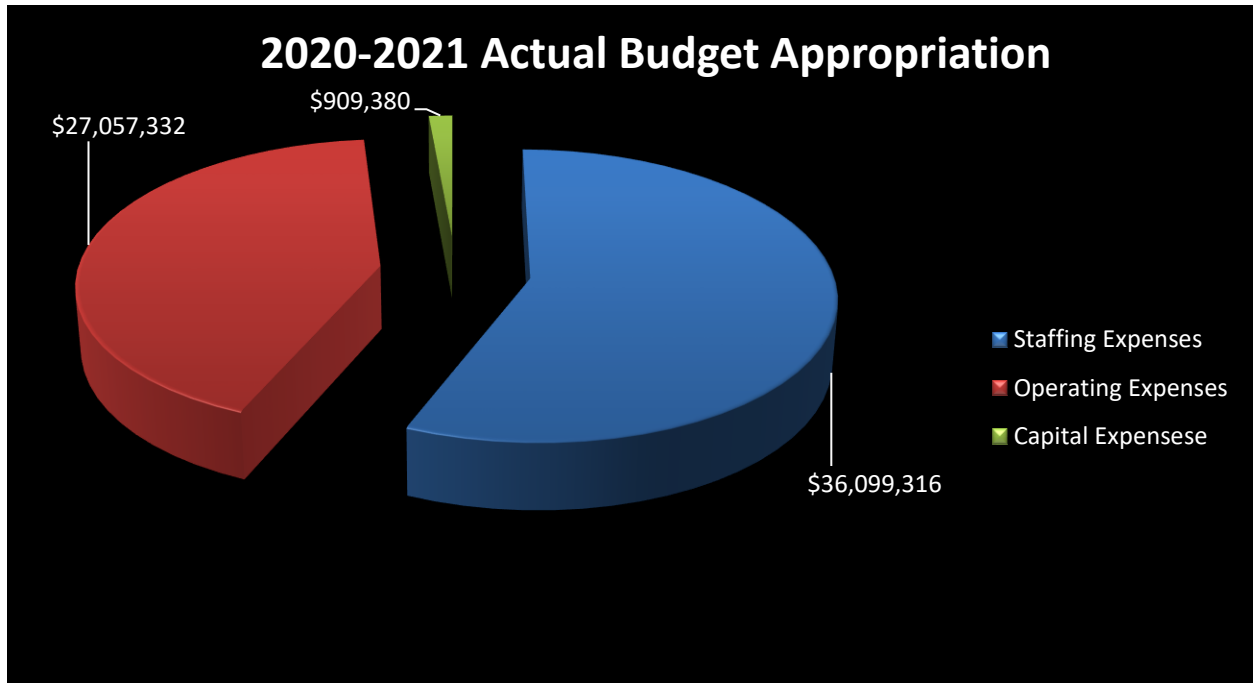
PSD receives grants from the Federal Administration for Children and Families, Office of Head Start, the California Department of Education’s State Preschool Program, Child and Adult Care Food Program, First 5 and other agencies. The following is a summary of PSD’s grant funding for Fiscal Year 2019-2020 and 2020-2021.



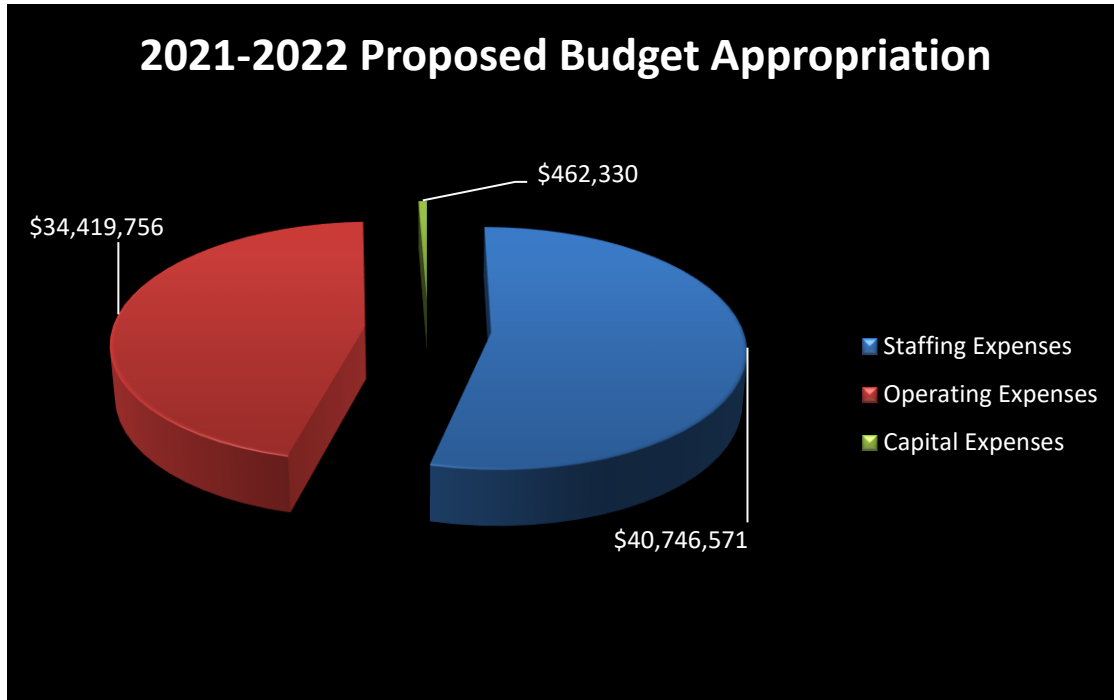
2020-2021 Grant Sources



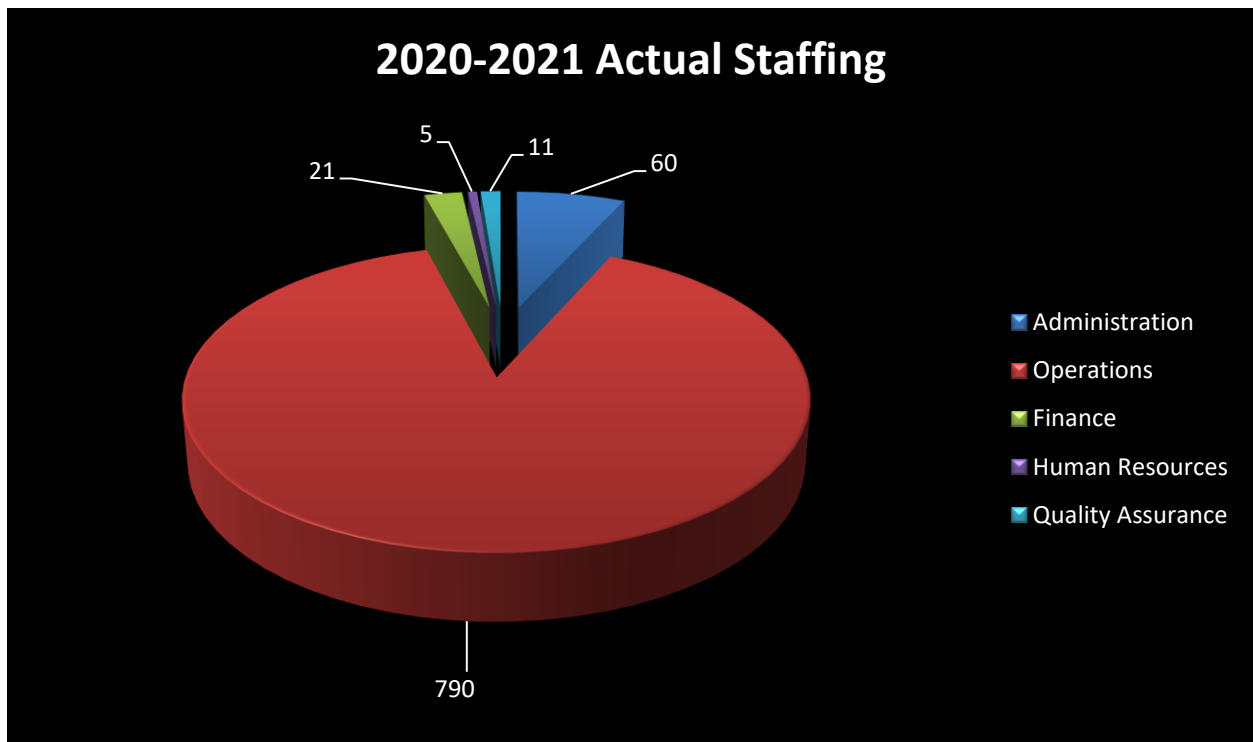
2020-2021 Actual Budget Appropriation



2021-2022 Proposed Budget Appropriation



2020-2021 Actual Staffing



Preschool Services Department Parent and Employee Spotlight

Employee Spotlight: Wilma Yeargin



My journey with the Head Start Program was engaging! As a previous Child Psychology major at the University of Southern California, I thought that I was adequately equipped for child rearing, however, reality shared a different experience. My interactions with my children's Head Start Teachers introduced me to the philosophy that children were not miniature adults, but growing individuals with specific needs and talents. For example, instead of going behind my child and correcting the way that he set the place settings on the table, allow him the time to grow and learn this process at his pace. In other words, Head Start helped me to see the individuality that each person may bring to the same context.

This experience continued to revive my thirst for knowledge of Child Development. I began working in the Head Start Program as a Teacher's Assistant, returned to college, earned two Associate of Arts degrees (one of which in Early Childhood Education), and promoted to Teacher. After seven years of teaching, I transitioned to working with Head Start parents that participated in the Welfare to Work Program implemented by the Greater Avenues for Independence (GAIN) Program.

The rekindling for education had not been satisfied, and I continued my collegiate journey, whereas, I earned two Bachelors of Science degrees (one of which in Religious Education), a Masters of Arts, and finally, a Doctorate of Education. I am now Dr. Wilma Yeargin! I continue to work with parents participating in the Head Start and State Preschool Program via San Bernardino County Preschool Services Department. This influence has reverberated through my family, such that all of my family (husband and children) have all attended college, some earning degrees. While we never stop learning, the Head Start Program has been very instrumental in providing inspiration and support.

Parent Spotlight: Adriana Renova



As a single mom of a newborn baby, the worry of struggles brings on a lot of stress. The worry of not having enough or being able to provide for your child is stressful. The LIFT program has helped in so many ways with providing knowledge, to diapers, formula, a bed for my child to sleep, and clothing to keep her warm.

I had continued support from the LIFT employee, Connie, to help me along the way. She has provided mental support as well as items to get me started for my journey to a healthy motherhood.

It has been a great gift to have this program. I am hoping in the near future that my daughter is able to be enrolled in Early Head Start (EHS), so I am

able to continue to work and strive for a better life for the both of us, because without EHS it will be very difficult to do both. I can't thank you enough for all the assistance the LIFT program has given me and with all the continued support and the tools to be a good mother.

I thank you once again for helping my family during a rough time. I would encourage any newly pregnant mother to enroll in this great gift of a program.