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OFFICE OF THE CITY CLERK
OAKLAND

2013 OCT 31 PM 3:25

AGENDA REPORT

TO: DEANNA J. SANTANA
CITY ADMINISTRATOR

FROM: Sara Bedford

SUBJECT: Oakland Head Start /
Early Head Start & St. Vincent's Day Home
Partnership, Program Year 2013-2014

DATE: October 25, 2013

City Administrator

Approval

Date

10/28/13

COUNCIL DISTRICT: Citywide

RECOMMENDATION

Staff recommends that the City Council adopt a resolution authorizing the City Administrator, on behalf of the City Of Oakland, Head Start/Early Head Start Program, to enter into a Grant Agreement with St. Vincent's Day Home, to fund Comprehensive Child Development Services in accord with the 2013-14 Head Start/Early Head Start Grant, from U.S. Department Of Health And Human Services, Administration for Children and Families (DHHS/ACF), for Program Year 2013-14, in an estimated amount of (\$54,000.00) to serve 24 Head Start eligible families and children and an estimated amount of (\$42,813.60) to serve 12 Early Head Start eligible families and children for a total estimated amount of (\$96,813.60), with an estimated start date of November 1, 2013 through August 31, 2014.

EXECUTIVE SUMMARY

The grant agreement with St. Vincent's Day Home is being requested to fund Comprehensive Child Development Services for approximately 24 Head Start eligible families and children and approximately 12 Early Head Start eligible families and children. in partnership with the grantee, City of Oakland Head Start/Early Head Start program, and in accord with the 2013-14 Head Start/Early Head Start Grant Award from U.S. Department Of Health And Human Services, Administration for Children and Families (DHHS/ACF). St. Vincent's Day Home is located at 1086 8th Street in West Oakland and has been serving families and children since 1911. The total estimated grant agreement amount is approximately (\$96,813.60), with an estimated start date of November 1, 2013 through August 31, 2014.

OUTCOME

The proposed resolution would authorize the City to enter into a Grant Agreement on behalf of the Oakland Head Start/Early Head Start Program, with St. Vincent's Day Home (SVDH), in order to enhance the early childhood education services currently provided by SVDH, with comprehensive services provided by the Oakland Head Start/Early Head Start program that include Education, Health,

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Nutrition, Disabilities, Mental Health, and Family Services. The grant agreement would enable St. Vincent's Day Home to provide comprehensive child development services to 24 Head Start eligible families with children, 3-5-years-old and 12 Early Head Start eligible families with children, 2-3-years-old, during the 2013-14 program year that extends through August 31, 2014.

BACKGROUND/LEGISLATIVE HISTORY

In August, 2013, the grantee, Oakland Head Start/Early Head Start Program was informed by the Salvation Army – Booth Child Development Center, that it would not be renewing its existing Head Start/Early Head Start Program contract for the 2013-14 program year, due to changes in the Salvation Army's overall strategic plan, direction, and day-to-day operations of their state-funded early childhood education program. The news of the Salvation Army's decision not to renew its contract with the Oakland Head Start/Early Head Start Program came late in the program year.

In good faith and in efforts to preserve this unique early learning partnership, Oakland Head Start/Early Head Start Program leadership and program management engaged with the Salvation Army leadership. In doing so, the grantee sought to assess and appeal to the partner's changing needs by offering to provide additional program support and technical assistance in alignment with the partner's plans for new direction. Despite these efforts, however, the Salvation Army declined the grantee's offer, citing their need to scale back as they reassessed and looked toward the program's future. The Salvation Army extended their gratitude for the unique partnership with Oakland Head Start/Early Head Start and the quality of services that were extended to families and children most in need.

As a result of the lost partnership with the Salvation Army, which contracted to serve 24 Head Start eligible children, 3-5-years-old and 38 Early Head Start eligible children, 2-3 years-old, the City of Oakland Head Start/Early Head Start Program sought to engage the local early childhood education community of stakeholders and service providers, in order to explore their interest in establishing partnerships for the 2013-14 year.

The Oakland Head Start/Early Head Start Program held a public strategic planning meeting on Friday, October 4, 2013, for Early Care and Education Providers Serving Infants & Toddlers in Alameda County, to provide an opportunity for local stakeholders to explore the possibility of partnering with Oakland Head Start/Early Head Start to provide full-day services, as well as the possible ways to meet the unmet need in Oakland. Attendees included community partners, representation from the Head Start Advisory Board, and Head Start/Early Head Start management staff members.

The Early Care and Education Providers meeting agenda included a presentation and discussion about the Early Head Start Program; the history of Head Start and Early Head Start in the City of Oakland; and program overview, including the specifics about Comprehensive Services. The meeting also included a discussion about the specifics of an early childhood education enhancement partnership with the City of Oakland Head Start/Early Head Start program, followed by an in-depth question and answer period.

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While several early care and education service providers expressed interest in learning more about future partnership opportunities, one provider, St. Vincent's Day Home (SVDH), communicated an immediate interest, willingness, and readiness to establish a partnership to serve Head Start and Early Head Start eligible 2-year-old and 3-5-year-old children and their families. Through careful discussion with and a site visit from Oakland Head Start/Early Head Start program management, St. Vincent's demonstrated that they currently successfully operate a fully licensed, high-quality, state-funded, early care and education program and facility. St. Vincent's Day Home is located at 1086 8th Street in West Oakland and has been serving families and children since 1911.

The City of Oakland has been a grantee for the Head Start Program since January 1971. Head Start is a national early childhood education program that promotes school readiness by enhancing the social and cognitive development of preschool children through the provision of educational, health, nutritional, social and other services to economically disadvantaged children and families.

In 1988, the City entered into a grantee-delegate relationship with the Unity Council to serve children and families in the Fruitvale District. Multiple regional and local approvals were required for the designation of the Unity Council as the delegate agency. As the City's delegate agency, the Unity Council meets all complex state childcare licensing and federal Head Start requirements, and was selected and approved by the Head Start Policy Council and Head Start California Regional Office in addition to the City Council. The Unity Council is located in a service area with high need, and has the capacity to provide childcare for over 500 children.

In 1998, the City also delegated to the Unity Council the operation of the Early Head Start Program, which serves 200 low-income children from birth through age 3, and their families. Early Head Start is also a national early childhood education program that promotes gradual preschool readiness by supporting secure parent/child attachments, healthy social-emotional and cognitive development of infants and toddlers, through the provision of health, nutritional, educational, social, and other services to economically disadvantaged children and families.

On May 8, 2009, under the American Recovery and Reinvestment Act (ARRA), the US Department of Health & Human Services, Administration for Children and Families released a Request for Application (RFA), making Early Head Start program expansion opportunities available, to local public and local non-profit and for-profit private entities, including Early Head Start and Head Start grantees. The Oakland Head Start program requested and received City Council approval to submit a 2009 ARRA Early Head Start Expansion Grant application (Resolution No. 82130 C.M.S., July 7, 2009). In November 2009, the City's Head Start program received notice that it had been selected to receive ARRA Early Head Start Expansion grant funding in order to implement high quality, comprehensive early care, education, and family service programming, operating full-day and year-round for 204 low-income families with children, birth through three, as well as pregnant women.

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The Oakland Head Start/Early Head Start Program currently works in collaboration with multiple community agencies, which has allowed for the program to extend the reach of Head Start and Early Head Start comprehensive services across Oakland, through full-day and part-day, center-based and home-based service delivery models.

PROGRAM DESCRIPTION

The proposed grant agreement allocation and configuration of slots within the Oakland Head Start/Early Head Start and SVDH early childhood education partnership, is listed below:

| FY 2013-14 Proposed partnership with Oakland Head Start/Early Head Start Program and St. Vincent's Day Home: CENTER-BASED PROGRAM | Number of Slots | FY 2013-14 Proposed partnership with Oakland Head Start/Early Head Start Program and St. Vincent's Day Home: PROJECTED COST |
|--|--------------------|--|
| Head Start | 24 | \$54,000.00 |
| Early Head Start | 12 | \$42,813.60 |
| | | \$96,813.60 |

Enhancement of services for SVDH early childhood education program would include the receipt and/or augmentation of ongoing comprehensive services, including education and school readiness, health, nutrition, mental health, disabilities and family services, and parent/family/community engagement activities, from the Oakland Head Start/Early Head Start Program. In addition, enhancement services for SVDH would include program monitoring, staff development training and any technical assistance and/or support needed.

Screening, Assessment and Curriculum

Similar to the Oakland Head Start/Early Head Start program, SVDH, offers a high-quality, culturally appropriate early childhood education environment in which each child has the opportunity to develop at their own pace. Each child's relationship with their parent and primary caregiver is fostered.

In alignment with the grantee Performance Standards, SVDH will utilize the Ages and Stages Questionnaire (ASQ) to screen each child within 45 days of enrollment. Teaching Strategies Gold child observation assessment will be utilized three times annually for children, ages 2 – 3, to assess each child's development. The Desired Results Developmental Profile (DRDP) child observation assessment will be utilized three times annually for children, ages 3-5, to assess each child's development. Staff and parents will review the results of the individual child's screens and assessments to plan individualized developmentally appropriate activities for each child.

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St. Vincent's Day Home will also utilize the CLASS (Classroom Assessment Scoring System) assessment to observe and assess the range and quality of interactions which take place in the classroom setting with teachers and children. The results of the assessment are incorporated into educational curriculum, lesson plans, and professional development in the program. Children with special needs or whose scores on screens indicate that the child is at risk for having a disability will be referred to receive further evaluation by a trained professional. Children with disabilities and other special needs are fully included in all aspects of the program, and their Individual Education Plan (IEP) goals are woven into the curriculum and daily activities of the classroom. The needs of children with behavioral challenges are met by adapting the curriculum, environment, the use of intervention strategies, and mental health services if appropriate.

Oakland Head Start/Early Head Start will work with SVDH in supporting the use researched-based curricula - Creative Curriculum for Preschoolers and Creative Curriculum for Infants/Toddlers, as with all existing Oakland Head Start/Early Head Start centers.

Days of Operation and Service Delivery

As a full-day, year-round program, SVDH will operate Monday – Friday.

ANALYSIS

As indicated in the 2013 Oakland Head Start/Early Head Start Community Assessment, the need for high-quality, affordable, full-day, comprehensive early care, education and family services in the service area of Oakland, including West Oakland, for income eligible and vulnerable families with children, prenatal – 5-years-old, outnumbers the availability. The early care and education partnership being proposed by the Oakland Head Start/Early Head Start Program and St. Vincent's Day Home, is in direct response to an ongoing need for high quality, full-day affordable, early care, education, and family services for vulnerable families with children, birth – 5, living in the grantee's service area of Oakland, including west Oakland.

PUBLIC OUTREACH/INTEREST

A public strategic planning meeting for Early Care and Education Providers Serving Infants & Toddlers in Alameda County was held on Friday, October 4, 2013. Attendees included community partners, representation from the Head Start Advisory Board, and Head Start/Early Head Start management staff members.

COORDINATION

Coordination has occurred between Department of Human Services, the City Attorney's Office, Budget Office and Community based early child care and education providers.

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COST SUMMARY/IMPLICATIONS

1. AMOUNT OF RECOMMENDATION/COST OF PROJECT: \$96,813.60
Project Delivery

| Source | Amount |
|-----------------|-------------|
| Grant Agreement | \$96,813.60 |
| Total | \$96,813.60 |

The total project cost is an estimated \$96,813.60. This cost includes the Head Start/Early Head Start grant agreement for program year 2013-2014, with an estimated start date of November 1, 2013, in the estimated amount of \$96,813.60, which will be appropriated to the Department of Health & Human Services Fund (2128), Head Start Organization (78231), Head Start Project (G464810) and Early Head Start Project (G464880).

Total Project Costs
\$96,813.60

1. COST ELEMENTS OF AGREEMENT/CONTRACT:

Sub Project/Phases– N/A

St. Vincent's Day Home - \$96,813.60

Management – N/A

Equipment – N/A

Software– N/A

Maintenance– N/A

Service– N/A

Labor Rates (If applicable – use separate table detailing labor rates)

Taxes and Fees*– N/A

TOTAL AGREEMENT/CONTRACT AMOUNT:

\$96,813.60

SOURCE OF FUNDING: DHS Head Start/Early Head Start Programs Grants): (G464810/G464880)

2. FISCAL IMPACT:

There will be no additional fiscal impact on the City's General Purpose Fund.

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SUSTAINABLE OPPORTUNITIES

Economic: The grant creates approximately 174 jobs, including people directly employed in centers, plus an unknown number of jobs through its economic multiplier effect. Most of these jobs are held by residents of Oakland. In addition, Head Start and Early Head Start buys goods and services to support its programs, and most of these are purchased from Oakland firms or individuals.

Environmental: There are currently no direct environmental benefits or impacts from the Head Start and Early Head Start program to the City of Oakland. The program uses recyclable paper products.

Social Equity: The Oakland Head Start and Early Head Start Program delivers comprehensive, high-quality services to children and families in the City of Oakland. These services are designed to foster healthy development in low-income children, birth – 5. Head Start and Early Head Start provide a range of individualized services in the areas of education and early childhood development, medical, dental, and mental health services, nutrition, and parent involvement. The range of services is responsive and appropriate to each child and family's developmental, ethnic, cultural, and linguistic heritage and experience. Recent scientific research has verified what early childhood educators have known for years: that how children are nurtured and educated in their youngest years has a significant impact on later growth and development.

For questions regarding this report, please contact Usana Hopkins, DHS Manager, Early Childhood & Family Services, (510) 238-3165.

Respectfully submitted,

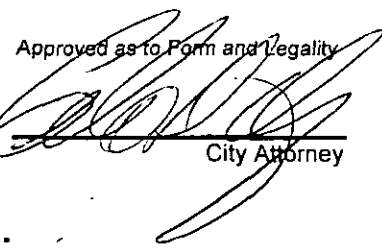

Sara Bedford, Interim Director
Department of Human Services

Early Childhood & Family Services Division
Reviewed by: Usana Hopkins, DHS Manager
Prepared by: Tracey Black, HHS Planner

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OAKLAND CITY COUNCIL

Approved as to Form and Legality

City Attorney

RESOLUTION No. _____ C.M.S.

Introduced by Councilmember _____

RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR, ON BEHALF OF THE CITY OF OAKLAND, HEAD START/EARLY HEAD START PROGRAM, TO ENTER INTO A GRANT AGREEMENT WITH ST. VINCENT'S DAY HOME, TO FUND COMPREHENSIVE CHILD DEVELOPMENT SERVICES IN ACCORD WITH THE 2013-14 HEAD START/EARLY HEAD START GRANT, FROM U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES, ADMINISTRATION FOR CHILDREN AND FAMILIES (DHHS/ACF), FOR PROGRAM YEAR 2013-14, IN AN ESTIMATED AMOUNT OF (\$54,000.00) TO SERVE 24 HEAD START ELIGIBLE FAMILIES AND CHILDREN AND AN ESTIMATED AMOUNT OF (\$42,813.60) TO SERVE 12 EARLY HEAD START ELIGIBLE FAMILIES AND CHILDREN FOR A TOTAL ESTIMATED AMOUNT OF (\$96,813.60), WITH AN ESTIMATED START DATE OF NOVEMBER 1, 2013 THROUGH AUGUST 31, 2014

WHEREAS, the City of Oakland desires to enter into a grant agreement with St. Vincent's Day Home in a total estimated amount of ninety six thousand eight hundred and thirteen dollars (\$96,813.60) to provide comprehensive early care, education, and family services for 24 Head Start eligible families with children 3-5-years-old in an estimated amount of fifty four thousand dollars (\$54,000) and 12 Early Head Start eligible families with children 2-3-years-old in an estimated amount of forty two thousand eight hundred thirteen dollars and sixty cents (\$42,813.60), with an estimated start date of November 1, 2013 through August 31, 2014; and

WHEREAS, the grantee, Oakland Head Start/Early Head Start Program was informed by the Salvation Army – Booth Child Development Center, that it would not be renewing its existing Head Start/Early Head Start Program contract for the 2013-14 program year, due to changes in the Salvation Army's overall strategic plan, direction, and day-to-day operations of their state-funded early childhood education program; and

WHEREAS, on October 4, 2013, the Oakland Head Start/Early Head Start Program held a public strategic planning meeting for Early Care and Education Providers Serving Infants & Toddlers in Alameda County, to provide an opportunity for local stakeholders to explore the possibility of partnering with Oakland Head Start/Early Head Start to provide full-day services, as well as the possible ways to meet the unmet need in Oakland; and

WHEREAS, attendees to the Early Care and Education Providers Meeting, included community partners, representation from the Head Start Advisory Board, and Head Start/Early Head Start management staff members; and

WHEREAS, several early care and education service providers expressed interest in learning more about future partnership opportunities; and

WHEREAS, one provider, St. Vincent's Day Home (SVDH), communicated an immediate interest, willingness, and readiness to establish a partnership to serve Head Start and Early Head Start eligible 2-year-old and 3-5-year-old children and their families; and

WHEREAS, through careful discussion with and a site visit from Oakland Head Start/Early Head Start program management, St. Vincent's Day Home demonstrated that they currently successfully operate a fully licensed, high-quality, state-funded, early care; and

WHEREAS, the Head Start and Early Head Start comprehensive child development services provided will include developmentally appropriate screening assessment, curriculum and teaching designed for supporting the full development of children, 0-5-years-old; and

WHEREAS, the City wishes to fund the St. Vincent's Day Home Head Start program, with an estimated start date of November 1, 2013 through December 1, 2014, in an estimated total of fifty-four thousand dollars (\$54,000) to provide 24 eligible children and their families with Head Start services; and

WHEREAS, the City wishes to fund St. Vincent's Day Home Early Head Start program, with an estimated start date of November 1, 2013 through December 1, 2014, in an estimated total of forty two thousand eight hundred and thirteen and sixty cents (\$42,813.60) to provide 12 eligible children and their families with Early Head Start services; and

WHEREAS, the City Council finds that the performance of the grant services is professional, scientific or technical in nature and that this grant agreement will not result in the loss of salary or employment by anyone having permanent status in the competitive service; now therefore, be it

RESOLVED: That the City Administrator is hereby authorized to enter into a grant agreement with St. Vincent's Day Home in a total estimated amount of ninety six thousand eight hundred and thirteen dollars and sixty cents (\$96,813.60) to provide comprehensive early care, education, and family services for 24 Head Start eligible families with children 3-5-years-old in an estimated amount of fifty four thousand dollars (\$54,000) and 12 Early Head Start eligible families with children 2-3-years-old in an estimated amount of forty two thousand eight hundred thirteen dollars and sixty cents (\$42,813.60), with an estimated start date of November 1, 2013 through August 31, 2014; and be it

FURTHER RESOLVED: That the Council hereby appoints the City Administrator or her designee as agent for the City to conduct all negotiations, execute and submit all documents including but not limited to applications, agreements, amendments, modifications, payment requests, and related actions which may be necessary for the aforementioned grants in accordance with their basic purposes; and, be it

FURTHER RESOLVED: That the City Administrator or her designee is hereby authorized and directed to execute a grant agreement with the St. Vincent's Day Home, pursuant to the terms of the grant award, in an estimated total of fifty four thousand dollars (\$54,000) to provide 24 ehgible children and their families with Head Start services; and be it

FURTHER RESOLVED; That the City Administrator or her designee is hereby authorized and directed to execute a grant agreement with the St. Vincent's Day Home, pursuant to the terms of the grant award, in an estimated total of forty two thousand eight hundred and thirteen dollars and sixty cents (\$42,813.60) to provide 12 eligible children and their famihes with early Head Start services; and be it

FURTHER RESOVLED: That if additional federal grant funding becomes available for the same purpose, within the existing grant term, these funds can be accepted and appropriated as authorized by City Ordinance No. 12731 C.M.S. and City Council Resolution No. 79714 C.M.S. for accepting and appropriating funds of \$50,000 or less; for any amounts in excess of \$50,000 staff will return to Council; and be it

FURTHER RESOVLED: That the City Administrator or her designee is hereby authorized and directed to execute grant agreement amendments with St. Vincent's Day Home, consistent with the purposes of this resolution without returning to Council; and be it

FURTHER RESOLVED: That the Office of the City Attomey has approved this resolution as to form and legality and a copy will be on file in the Office of the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA, _____

PASSED BY THE FOLLOWING VOTE:

AYES – BROOKS, GALLO, GIBSON MCELHANEY, KALB, KAPLAN, REID, SCHAAF, and PRESIDENT KERNIGHAN

NOES -

ABSENT -

ABSTENTION -

ATTEST. _____
LaTonda Simmons
City Clerk and Clerk of the Council
of the City of Oakland, California