


# CITY OF OAKLAND

HUMAN SERVICES DEPARTMENT

# HEAD START PROGRAM

# *ADVISORY BOARD MEETING*

## MEETING AGENDA – FINAL

**Thursday, 9-17-26**

**3:30-4:45pm**

**In person Meeting Location:**
*Oakland City Hall*
*1 Frank H. Ogawa Plaza,* ***Hearing Room 2***

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

*Thank you!!*

**Human Services Department**
**HEAD START/EARLY HEAD START PROGRAM**

**ADVISORY BOARD MEETING**

**Day & Time**: Thursday, 9-17-26; 3:30-4:45pm
**In Person Location:** Oakland City Hall; 1 Frank H. Ogawa Plaza.
**City Council Chambers**

**AGENDA**

**I. CALL TO ORDER / ROLL CALL:** *Program Staff*

| | |
|---|---|
| Julia Forte Frudden, *Chair* | To Niya Scott- Smith |
| Christina Michaud, *Vice Chair* | Gabriela Aranda |
| Kevin Bremond | Page Tomblin |

1. **Call for Public Comment**
2. **Acknowledgements: Welcome New Advisory Board Member – Page Tomblin**

**II. APPROVAL OF AGENDA ITEMS:** *Julia Forte Frudden, Chair*

1. Review and Approval of **Advisory Board Meeting Agenda, September 17, 2026**
2. Review and Approval of **Advisory Board Meeting Minutes, July 16, 2026**

**III. ACTION ITEMS:**

1. **Monthly Progress Report**: *Sarah Trist, Acting Manager, Early Childhood & Family Services (ECFS) Division/Acting Director, Head Start Program & Dr. Trisha Barua, Program Planner, Data, Monitoring & Continuous Quality Improvement. ECFS*
   **a.** Monthly Enrollment and Content Area Monitoring Update – *July/August 2026*
2. **Monthly Financial Report**: *Maricela Avila, Fiscal Manager, ECFS & Michael Fries, Fiscal Analyst, ECFS*
   **a.** Current Budget Expenditures, CACFP Report and P-Card Report
3. **Funding Requests & Opportunities**
   **a.** FY 26-27 Head Start Grant - Revised Change in Scope
   b. Measure C – Emergency Funding
   c. Child Care Careers Substitute Staffing Agency
   d. FY 27-28 Multi-State Contracts Funding (CCTR, CSPP, CACFP)
4. **Policies & Procedures:** *Dr. Tracey Black*
   a. FY 26-27 Advisory Board Bylaws

**IV. PARENT POLICY COUNCIL UPDATES:** *Sarah Trist, Parent Policy Council Chair, & Program Staff*

**a. Parent Policy Council Feedback**

**V. INFORMATION ITEMS:** *Sarah Trist & Program Staff*

**1. Current Program Updates:**

- Human Services Department/Early Childhood & Family Services Personnel
- FY 25-26 Program Information Report – PIR (Submitted to OHS on August 31, 2026)
- FY 26-27 ECFS ECE Workforce/Apprenticeship Program
- FY 26-27 Head Start Grant Notice of Award (NOA) (handout in agenda packet)

- New Grant Cycle (FY 2026-2031) Requirements: Governance, Leadership, and Oversight Capacity Screener & Health and Safety Screener Certification (Submitted to OHS on September 11, 2026)
- FY 26-27 One-time Supplemental Funding
- Head Start Rule Watch – Breakwater Associates (handout in agenda packet)

**2. Communication from Office of Head Start, Administration for Children and Families (ACF) and/or City of Oakland Administration:**

- Office of Head Start (OHS) Information Memorandum (IM) – Enrollment Reduction (08/06/26)
- City of Oakland Administrative Instruction:
  - AI 6805 – US Immigration and Customs Enforcement (ICE) (handout in agenda packet)
- Upcoming Agenda Reports to City Council:
  - FY 25-26 Annual Program Progress Report to City Council, December 8, 2026 – Presented by Advisory Board Chair & Program Staff
  - FY 27-28 State Contracts (CACFP; CSPP and CCTR)

## VI. OPEN FORUM

## VII. ADJOURNMENT

**Human Services Department**
**HEAD START/EARLY HEAD START**
**PROGRAM**
**ADVISORY BOARD MEETING**
**Day & Time: Thursday, July 16, 2026; 3:30-5:00pm In Person Location: Oakland City Hall**
**1 Frank H. Ogawa Plaza; Council Chambers**
**Zoom Meeting**

# * MEETING MINUTES

***(PENDING APPROVAL FROM THE ADVISORY BOARD)**

**Advisory Board Members Present:**
Julia Forte Frudden, *Chair*
Christina Michaud, *Vice Chair*
To Niya Scott-Smith, *Member*
Gabriela Aranda, *Member*

**Advisory Board Members Excused:**
Kevin Bremond, *Member*

**Guest(s):**
Annie Banks

**Parent Policy Council Members:**

**Staff Present:**
Sarah Trist, Acting ECFS Manager & HS Director
Scott Kim, *Operations Manager*
Tracey Black, *Governance & Contracts Manager*
Michael Fries, *Fiscal Analyst*
Demetria Saddler, *Administrative Assistant II*
Erica Mendoza, *Administrative Assistant I*
Valeria Vallejo, *Office Assistant l*
Ajene Waters, *Office Assistant*
Maricela Avila, *Fiscal Manager*
Michael Fries, *Fiscal Analyst*
Wenonah Elms, *Disabilities Coordinator*
Lisa Taylor, *Family & Community Engagement Coordinator*
Brittany Pierce, *Analyst I. Human Resources*
Martina McCormick
Carolyn Adams
Noemi Tovar
Emari Dimagibra
Equal Access - *International Contact Interpretation Team* (4 members present)

## I. ROLL CALL:

The Head Start Advisory Board Meeting was called to order by Dr. Tracey Black at 3:36 PM.

**1. Public Comments:**

## II. APPROVAL OF AGENDA ITEMS:

**1.** Review and Approval of **Advisory Board Meeting Agenda July 16, 2026.**

- Vice Chair Christina Michaud, called for a motion to approve Advisory Board Meeting Agenda July 16, 2026.
- Member, To Niya Scott-Smith seconded the motion.
- ✓ Motion carried. Vote: (4)-ayes, (0)-nays, (0)-abstentions, (0) no response

**2.** Review and Approval of **Advisory Board Meeting Minutes, June 11, 2026**

- Chair Julia Forte Frudden, called for a motion to approve Advisory Board Meeting Minutes, June 11, 2026.
- Member Gabriela Aranda seconded the motion.
- ✓ Motion carried. Vote: (4)-ayes, (0)-nays, (0)-abstentions, (0) no response

## I. ACTION ITEMS:

1. **Monthly Progress Report**: *Sarah Trist, Acting Manager, Early Childhood & Family Services (ECFS) Division/Acting Director, Head Start Program & Dr. Trisha Barua, Program Planner, Data, Monitoring & Continuous Quality Improvement. ECFS*

Acting Manager, Sarah Trist presented the June 2026 Monthly Progress Report on behalf of Dr. Barua in her absence. The program had 470 children enrolled, representing 70% of total funded enrollment and approximately 95% of current staffing capacity. The program continued enrollment efforts despite staffing vacancies, with three preschool and three infant/toddler sites at funded capacity and nine sites at staffing capacity. The eligibility list remained at 396 children. The program served 41 pregnant participants during the program year and 74 children with an IEP or IFSP, representing 16% of enrolled children and exceeding the Head Start requirement for enrollment of children with disabilities.

**Corrections for the Record:** Sarah Trist noted several typographical errors in the enrollment table included in the meeting packet. Program-wide total funded enrollment should read **70%, not 7%**. BANANAS Head Start enrollment should reflect **23 of 33 children enrolled (70%)**, and Brighter Beginnings total enrollment should read **80%, not 8%**.

Average daily attendance for May was 83.9%, slightly below the Office of Head Start's 85% threshold. Additional program highlights included staff wellness and Teaching Pyramid activities, a Daddy and Me photo shoot with 28 fathers and father figures, health screenings for 36 children, distribution of 62 bicycle helmets, and 25 free car seats with installation. Centers held Crossing the Bridge celebrations, while Home-Based families participated in Father's Day and end-of-year activities. The Pregnant Participant Program welcomed two babies in June.

Staff also completed Quarter 4 Safe and Sanitary Environment monitoring visits and continued improvements to ChildPlus data systems. The program welcomed two Associate Teachers and recognized departing staff members. BANANAS completed pre-service training for Tiny Steps providers, with three new family childcare providers scheduled to begin July 27. Upcoming activities include an August 22 Daddy and Me photo exhibit, caregiver orientations, a Father Corps professional development event, and grandparent activities.

- Vice Chair Michaud inquired about the increase in expectant participants served compared with the prior year and how the program was able to reach approximately 40 participants. Sarah explained that expectant

participants are served through the Early Head Start Home-Based Program and that increased outreach has been a program focus. Staff have strengthened connections with WIC, participated in community outreach events, and focused on identifying families who could benefit from services as early as possible.
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- Vice Chair Michaud inquired whether the maintenance team responsible for repairing turf gaps was the same contracted team previously approved for janitorial services. Sarah clarified that the janitorial contractor provides routine cleaning and specialized cleaning when needed, while turf repairs and similar facility projects are completed by ECFS maintenance staff.
-
- Vice Chair Michaud inquired about the anticipated timeline for repairs to the Mobile Classroom and whether the temporary loss of the classroom affected services to families experiencing homelessness. Sarah clarified that services to children and families have continued without interruption and noted that families experiencing homelessness are served across program options. Scott Kim reported that the Mobile Classroom was expected to be returned later that week, with an anticipated return by Friday.
-
- Chair Forte Frudden inquired whether future reports would reflect CSPP and CCTR enrollment changes beginning July 1 and whether the impact of those changes would be reflected in program updates and fiscal reports.

**a.** Monthly Enrollment and Content Area Monitoring Update – *June 2026*

Maricela Avila presented the financial reports through May 2026. The combined Head Start and Early Head Start grant totaled approximately **$13.7 million**, with **78% expended**. Head Start expenditures were at **67%**, while Early Head Start expenditures were at **87%**. Training and Technical Assistance (T&TA) expenditures were **34% for Head Start** and **21% for Early Head Start**. General Purpose Fund expenditures were **74% for Head Start** and **78% for Early Head Start**.

- State-funded program expenditures were reported at **89% for CSPP** and **85% for CCTR**. The Child and Adult Care Food Program was **60% expended**, and the **$32,500 CPKS budget was fully expended**. The financial report concluded with an opportunity for members to inquire before proceeding to the meal count report.

- *Chair Forte Frudden*, called for a motion to approve the Monthly Progress Report for June 2026
- *Member Scott-Smith*, called for a motion to approve the Monthly Progress Report for June 2026
- *Vice Chair Michaud* seconded the motion.
- ✓ Motion carried. Vote: (4)-ayes, (0)-nays, (0)-abstentions, (0) no response

**2. Monthly Financial Report**: *Maricela Avila, Fiscal Manager, ECFS & Michael Fries, Fiscal Analyst, ECFS*

**a.** Current Budget Expenditures, CACFP Report and P-Card Report

- Fiscal Manager, Maricela Avila presented the Head Start and Early Head Start financial reports through May. The combined grant totaled approximately $13.7 million, with approximately $10.47 million expended, representing 78% of the total budget. Head Start expenditures represented 67% of its $5.8 million budget, while Early Head Start expenditures represented 87% of its $7.7 million budget. T&TA expenditures remained lower, with Head Start at 34% and Early Head Start at 21%. General Purpose Fund expenditure was reported at 74% for Head Start and 78% for Early Head Start. CSPP and CCTR expenditures reached 89% and 85%, respectively, while CACFP expenditures were at 60%. The $32,500 CPKS budget was fully expended. Staff clarified that although the fiscal year ended June 30, outstanding invoices, payroll charges, Wellness Day expenses, travel reimbursements, and professional development expenses were still being processed.

    - Discussion focused on T&TA underspending, P-Card and reimbursement barriers, enrollment-based funding, and the reduction in General Purpose Fund support. Board and

staff acknowledged that P-Card and reimbursement challenges resulted in missed training and travel opportunities and confirmed that efforts to resolve the P-Card issue remain in process. Maricela further explained that the program is not fully enrolled and therefore does not currently anticipate receiving the full CSPP and CCTR contract amounts. Concern was raised that future funding based on actual enrollment could create financial challenges if program expenditures remain near current levels.

- Discussed the reduction of more than $1 million in General Purpose Fund support previously used for salaries, benefits, contracts, leases, supplies, and other operating expenses. These expenses must now be shifted to other allowable funding sources. Maricela Avila reported that no service reductions are currently proposed and that staffing models, expenditures, and alternative financial scenarios are being evaluated. Previously supported sites and staff remain included in the 2026–27 program plan pending approval. Maricela Avila emphasized the importance of maintaining compliance with federal and state funding requirements and ensuring Head Start grant funds are used only for allowable costs. Coordination among ECFS, Finance, and City Administration will remain important when addressing expenses that cannot be charged to federal or state grants.

- Fiscal Analyst Michael Fries presented meal count data for **April and May 2026**.

  - Average Daily Participation (ADP) was **137**, with **11 centers open**. San Antonio CDC was closed, and Brookfield Classroom Two was also closed; Brookfield Classroom One remained operational.

  - **May 2026:** Average Daily Participation increased to **161**. San Antonio CDC and Brookfield Classroom Two remained closed

- *Chair Forte Frudden*, called for a motion to approve the "Monthly Financial Report"
- *Member Scott-Smith* motioned to approve "Monthly Financial Report".
- *Vice Chair Michaud seconded* the motion.
- ✓ Motion carried. Vote: (4)-ayes, (0)-nays, (0)-abstentions, (0) no response

**3. Policies & Procedures**: *Dr. Tracey Black*

a. FY 26-27 Advisory Board Bylaws

- Member Aranda inquired about the status of Advisory Board recruitment and noted a potential candidate who may be interested in applying.
- Dr. Black reported that interviews have been conducted, and one candidate has advanced through the appointment process and is expected to be presented to City Council for appointment.
  - A second candidate was recently interviewed and recommended to advance through the departmental and Mayor's Office appointment process.
  - If both appointments are completed, the Advisory Board will have seven filled seats and two remaining vacancies.
  - Dr. Black confirmed that recruitment and outreach will remain ongoing, including following up with Board-recommended candidates and monitoring applications submitted through the City's Boards and Commissions process.
- Chair Forte Frudden encouraged Board members to continue identifying and referring potential candidates, noting that the appointment process may take several months.
- Chair Forte Frudden noted a correction should be made to page 38 Section 1.

- Board discussed Advisory Board attendance expectations and emphasized the importance of consistent participation and commitment to Board responsibilities.

- Considered whether an attendance tracking or annual self-review process could help members reflect on their participation without requiring additional bylaws provisions.
- Discussed aligning attendance expectations with the Parent Policy Council and addressing repeated absences through established procedures.
- Dr. Black clarified that three consecutive absences do not result in automatic removal; communication and discussion with the member would occur before a recommendation for removal is presented to City Council.
- Supported adding language to the bylaws establishing a formal check-in or communication process following three consecutive absences to determine whether support is needed and whether the member remains able to fulfill Board responsibilities.
- Dr. Black reminded members that the bylaws also provide flexibility for extended excused absences when circumstances prevent a member from participating.

- *Chair Forte Frudden*, called for a motion to approve the FY 26-27 Advisory Board Bylaws
- *Chair Forte Frudden* motioned to approve FY 26-27 Advisory Board Bylaws.
- *Member Aranda* seconded the motion.

✓ Motion carried. Vote: (4)-ayes, (0)-nays, (0)-abstentions, (0) no response

**II.** **PARENT POLICY COUNCIL UPDATES:** *Sarah Trist, Parent Policy Council Chair, & Program Staff*

**a. Parent Policy Council Feedback**

**III.** **INFORMATION ITEMS:** *Sarah Trist & Program Staff*

**1. Current Program Updates:**

- **Start of Program Services** for FY 26-27 – Monday, July 13, 2026
- **FY 25-26 School Readiness – Desired Results Developmental Profile (DRDP) Data Report – Second Assessment:** *Monique Young, Program Supervisor & Noemi Tovar, Education Coordinator; ECFS* (handout in agenda packet)
- **2026-2031 School Readiness Goals**: *Monique Young, Program Supervisor & Noemi Tovar, Education Coordinator; ECFS* (handout in agenda packet)
- **Safety Space and Visitor Access Policy** (Reflecting **Assembly Bill (AB) 495 –** *Family Preparedness Plan Act)***:** *Sarah Trist* (handout in agenda packet)
- **Governance, Leadership, and Oversight Capacity Screener** *(*due to grantee by Friday, August 28); *Dr. Black* (handout in packet)
- **Governance, Leadership, and Oversight Capacity Screener Certification** (due to OHS by September 11, 2026); *Dr. Black* (handout in packet)
- **FY 25-26 Change in Scope Proposal –** Pending approval from OHS.
- **FY 26-27 Non-Competitive HS Grant Notice of Award (NOA)** (handout in agenda packet)
- **FY 25-26** Program Information Report – PIR (due August 31, 2026)
- ECFS ECE Apprenticeship Program
- Governance Recess:
  - PPC/AB Recess – August 2026
  - PPC/AB Return – September 15 & 17, 2026
- Personnel Transitions

**2. Communication from Office of Head Start, Administration for Children and Families (ACF) and/or City of Oakland Administration:**

- City of Oakland Administrative Instruction:
  - AI 6805 – US Immigration and Customs Enforcement (ICE) (handout in agenda packet)

## IV. OPEN FORUM

## V. ADJOURNMENT

- *Chair Forte Frudden,* called for a motion to **Adjourn the Advisory Board Meeting**
- *Vice Chair Michaud motioned* to approve the Adjournment of the Advisory Board Meeting
- *Member Aranda* seconded the motion.

✓ Motion carried. Vote: (4)-ayes, (0)-nays, (0)-abstentions, (0) no response

Meeting adjourned at 5:08 pm

Submitted by
**Demetria Saddler**
Administrative Assistant II

# CITY OF OAKLAND
# EARLY CHILDHOOD & FAMILY SERVICES
# PARENT POLICY COUNCIL & ADVISORY BOARD

# JULY & AUGUST 2026
# MONTHLY REPORT



*On August 22, 2026, the Father Corps Daddy & Me Photo Exhibit at Ira Jinkins Rec Center in East Oakland featured photos of ECFS fathers and their children taken at Brookfield this past Spring. Father and son pose by their water table play photo, both taken by Malcolm Wallace.*

www.OaklandHeadStart.com
(510) 238-3165

City of Oakland
Early Childhood & Family Services

# DEVELOPMENTS & HIGHLIGHTS

## Key developments

- The program began revising the Change In Scope application submitted last Fall to meet the updated federal guidelines.
- The Program is implementing a new Monthly Report structure and updated format for AB/PC reports.

### INFORMATION MEMORANDUMS & PROGRAM INSTRUCTIONS

- Department of Health and Human Services, Administration for Children and Families, Notice of Public Rulemaking (NPRM) RIN 0970-AD30 (08/07/2026): Reducing Federal Burden for Head Start Programs
- Office of Head Start Information Memorandum ACF-OHS-IM-26-01 (08/06/2026): Enrollment Reductions
- California Department of Education, Early Education Division, Management Bulletin 26-08 (August 2026): Implementation of the Attorney General Model Policies for Immigration Enforcement Requirements
- California Department of Social Services PIN 26-08-CCP (07/15/2026): New Guidance for Providing Milk in Child Care Settings
- California Department of Social Services CCB 26-18 (07/13/2026): Emergency Closure Request
- California Department of Social Services PIN 26-07-CCP (07/01/2026): Notification of Available Early Start Service Offered Through the Department of Developmental Services

### PROGRAM YEAR 2026-2027 DATES

- Center-Based CCTR (Infant/Toddler): July 13, 2026 – June 30, 2027
- Center-Based CSPP (Preschool): July 13, 2026 – June 28, 2027
- Brighter Beginnings and COO Home-Based: July 13, 2026 – June 18, 2027
- Tiny Steps Family Child Care: July 27, 2026 – June 30, 2027 *(actual operating dates vary by provider)*

# AUGUST 2026 ENROLLMENT & ATTENDANCE*

| Indicator | Preschool | Infant/Toddler | Total |
|---|---|---|---|
| **Programwide Enrollment** | **174 / 332 (52%)** | **342 / 256 (75%)** | **430/674 (64%)** |
| **PROGRAM OPTION** *Enrolled / Funded (%)* | | | |
| Center-Based | 100 / 232 (43%) | 82 / 104 (79%) | 182 / 336 (54%) |
| Home-Based (incl. Mobile Classroom) | 57 / 67 (85%) | 149 / 212 (70%) | 206 / 279 (74%) |
| Family Child Care (BANANAS Tiny Steps) | 17 / 53 (52%) | 25 / 26 (96%) | 42 / 59 (71%) |
| **PARTNER: Federally Funded** *Enrolled / Funded (%)* | | | |
| BANANAS Tiny Steps (Family Child Care) | 17 / 33 (52%) | 25 / 26 (96%) | 42 / 59 (71%) |
| Brighter Beginnings (Home Based) | 71 / 120 (59%) | 33 / 20 (165%) | 104 / 120 (87%) |
| **FUNDING SOURCE** *Enrolled / Funded (%)* | | | |
| Head Start (Federal) | 154 / 292 (53%) | 249 / 330 (75%) | 403 / 622 (65%) |
| State Preschool: CSPP (Center-Based)** | 71 / 168 (42%) | --- | 128 / 272 (47%) |
| State General Child Care: CCTR (Center-Based)** | --- | 57 / 104 (55%) | |
| Local: Oakland Children's Initiative (Center-Based) | 20 / 40 (50%) | 7 / 12 (58%) | 27/52 (52%) |
| **PREGNANT PARTICIPANTS** *Enrolled* | | | |
| COO Home-Based | --- | 13 | 21 |
| Brighter Beginnings | --- | 8 | |
| **DISABILITY: IEP / IFSP** *Enrolled and % Total Enrollment* | | | |
| Programwide | 20 | 25 | 45 (11.1%) |
| Federally Funded (10% requirement) | 19 | 22 | 41 (10.1%) |
| **AVERAGE DAILY ATTENDANCE** | | | |
| JULY 2026: Centers and Family Child Care | 86.6% | 86.4% | 86.4% |
| AUGUST 2026: Centers and Family Child Care | 85% | 83% | 84% |

**Enrollment based on Staff Capacity will resume in forthcoming Monthly Reports*

*** State-funded slots share funding with Federal- and OCI-funded slots*

## Office of Head Start Attendance and Enrollment Thresholds

- Programwide Average Daily Attendance for July 2026 was 86.4%, 1.4% above the 85% threshold established by Office of Head Start.
- Programwide Average Daily Attendance for August 2026 was 84%, 1% below the 85% threshold.
- Children's illness, transportation, and family emergencies are the top absence reasons reported by families.
- The Program is serving 45 children with an IEP or IFSP, which is 11% of all enrolled children. 41 of those children are enrolled in Early Head Start or Head Start, which means that federally funded program options are 10% enrolled, matching the Head Start requirement to have 10% actual enrollment of children with disabilities.

## Eligibility

- Public Assistance (53%) and Homelessness (29%) are the top eligibility categories in August 2026.

# DISABILITIES & MENTAL HEALTH

| Indicator | Preschool | Infant/Toddler | Total |
|---|---|---|---|
| ASQ-SE (% completed within 45 days) | 98 | 157 | 98% |
| ASQ (% completed within 45 days) | 97 | 157 | 98% |
| IEP / IFSP | 25 | 20 | 45 |
| Closed IFSPs Pending Transition to IEPs | | | 8 |

- Speech/Language, Developmental Delay, and Autism are the primary diagnoses for participants.
- The Program is continuing to implement the Teaching Pyramid model, building off the progress made from the previous year.

# HEALTH & NUTRITION

| Indicator (% Complete and Due) | Preschool | Infant/Toddler | Total |
|---|---|---|---|
| **0 DAY REQUIREMENTS** | | | |
| Nutrition Screener | 97% | 98% | 97% |
| Health & Developmental Screening | 91% | 95% | 94% |
| Immunizations | 98% | 81% | 88% |
| Medical Exam / Well Baby Check | 75% | 71% | 72% |
| **30 DAY REQUIREMENTS** | | | |
| Medical Home | 92% | 98% | 96% |
| Medical Insurance | 89% | 96% | 93% |
| Dental Home | 97% | 92% | 97% |
| **45 DAY REQUIREMENTS** | | | |
| Hearing Screening | 85% | 88% | 87% |
| Vision Screening | 87% | 93% | 94% |
| Growth Assessment | 93% | 95% | 94% |
| **90 DAY REQUIREMENTS** *(not due)* | | | |
| Dental Exam | 70% | 66% | 68% |

## Analysis of Health Requirements

- 68% (children age 12+ months) have had a dental exam
    - More children will receive screenings through Asian Health Services, leading up to the 90 day requirement.

## Health Activities

- On August 21, the City of Oakland Home-Based socialization offered health screenings conducted by volunteer student nurses and physician assistants from Samuel Merritt University, plus dental screenings by Asian Health Services.

- Health Team efforts have been focused on helping unhoused families who need extra support securing medical home, dental home, and health insurance so they can subsequently meet all the program health requirements
    - Individualized catch-up schedules for immunization
    - Connecting one family to optometry services.

# EDUCATION & SCHOOL READINESS

June education activities focused on year-end child assessment, transition planning, and classroom practice. Teachers completed the spring DRDP checkpoint and used results to identify areas of growth and priorities for summer instruction.

## July Education Highlights

- The Education Team led 11 Preservice Professional Development Trainings.
- Teachers prepared their classrooms for the new program year, using a new form that aided in improving organization, tracking tasks, and streamlining documentation.
- Early Learning Specialists provided direct support at sites, ensuring environments were aligned with best practices and program standards.





***Education staff collaborated on preparing sites for the new program year. Arroyo Viejo is an example of a welcoming, developmentally appropriate classroom that is ready for toddlers to explore.***

## August Center-Based Education Highlights

- A portion of the Curriculum Fidelity Checklist for Creative Curriculum for Infants, Toddlers & Twos and Creative Curriculum, for Preschoolers was completed.
- Center-Based Home Visits were completed for Infant/Toddler (73%) and Preschool (83%)
- Coach Coordinator Vivien Levias provided approximately 40 hours of center-based coaching at Tassafaronga, Manzanita, and Arroyo Viejo on the following topics
    - Creative Curriculum
    - CLASS
    - Infant/Toddler Environment Rating Scale (ITERS)
    - Classroom Set-up.

**SPOTLIGHT: BROADWAY INFANTS CLASSROOM**

*In Broadway's Infant Classroom, our wonderful teachers truly shine in creating a nurturing environment rooted in developmentally appropriate care. Their genuine happiness and deep passion for working with babies make every day feel like a warm embrace for our smallest learners.*

# FAMILY SERVICES

- The first Family Outcomes Assessment (FOA1) was due within the first 45 days of enrollment
    - Infant / Toddler Centers: 4 out 6 sites were 100% Completed and Due
    - Preschool Centers: 4 out of 7 sites were 100% Completed and Due
- Top FOA1 family needs and priorities include Housing, Employment, Emergency Preparedness
- Parent meetings at all centers focused on Health requirements, Family Outcomes Assessment, and Parent Policy Council information.
    - West Grand had a guest speaker on Financial Literacy, Jasper Smith
    - Broadway and Franklin had guest speaker on PPC, AB Member Rev. To'Niya Scott Smith
- To support families experiencing homelessness, the Program is collaborating with Family Front Doors – Building Futures with Children and Women and Keep Oakland Housed.

**FAMILY SERVICES IMPACT STORY**

*Here is a story of a single mother that is in the need of glasses for her 12-yr old daughter. Her 3-year-old child is enrolled at my site. I have a single mother that has been stressing because her 12-year-old daughter needs a pair of glasses. Her daughter has medical for health insurance, but somehow it shows that she has another insurance. Mother doesn't have any other health insurance, only medical. Mother called the medical office, and they were not able to help her. Mother came to me to help her find a resource to get a free or low-cost pair of glasses. I provided her with information of Dr. Premilla Banwait who had an office in Berkeley. Dr. Banwait provides free or low-cost eye exams and glasses to children ages 1-12. I helped by calling Dr. Banwait office to verify the information, now that the office moved to Emeryville and changed phone number. I provided the updated information to mother, and she is going to call to set up an appointment for September.*

- By Antonia Ochoa, Family Services Specialist

## Daddy & Me Photo Exhibit & Family Fun Day

- On August 22, 2026, the Father Corps Daddy & Me Photo Exhibit at Ira Jinkins Rec Center in East Oakland featured photos of ECFS fathers and their children taken at Brookfield this past Spring. The event celebrated the role of fathers in their child's lives and marks the first of year-round events designed to bring fathers and father figures together for community, celebration, and learning.
- 58 people attended, including 28 fathers and father-figures
- Participating community partners include Alameda County Father Corps, Rock the Bike, Oakland Public Library, Habitot, and more.
- The event featured photos taken by Malcolm Wallace, who all documented the event with the photos shared here. For more information, visit Fathers Corps Daddy&Me Photo Exhibit by Malcolm Wallace Images
















***Photographer Malcolm Wallace documented the Daddy & Me event. These photos highlight ECFS families, children, staff, and community partners who celebrated fathers/father figures at the event.***

# CITY OF OAKLAND HOME-BASED

| Indicator | Preschool | Infant/Toddler | Total |
|---|---|---|---|
| August 2026: COO Home Visits Completed | 85 | 196 | 281 |

- August 2026 Socializations:
  - 8/7: Program's Health Requirements and Introduction to Brighter Beginnings Clinic (attended by 15 families)
  - 8/19: Breastfeeding Support Group (attending by 7 families)
  - 8/21: Health Clinic (attended by 15 families)



***8/7 Getting to Know You Circle Time at the Health Requirements Socialization***

*At the 8/21 Health Clinic, an infant receives a dental screening from a caring and gentle dentist from Asian Health Services.*



- 9 Home-Based staff participated in three trainings, spanning family media use, safety readiness, and language development.
- Based On Parents as Teachers (PAT) Activity Plan Review, City of Oakland home visitors are strengthening their implementation PAT curriculum. While many have thorough guides and notes, others are receiving more support and follow-up on implementation.
- 96 families have completed the first Family Outcomes Assessment (FOA1). Top family goals and needs are:
    - Leadership Skills
    - Parenting Skills
    - Parents as Advocates

**CITY OF OAKLAND HOME-BASED IMPACT STORY**

*During an August health clinic socialization event, a pregnant mother participated in the health and dental screenings. The dental assessment revealed severe, untreated gum disease resulting from a long period without oral healthcare. Recognizing the importance of maternal health during pregnancy, the home visitor collaborated with the client and clinic staff to establish an immediate care plan. The mother was successfully scheduled for an emergency dental cleaning and targeted gum treatment, ensuring crucial medical intervention for both her health and her developing baby.*

# PREGNANT PARTICIPANTS

- In August, the City of Oakland Home-Based program had one delivery; Brighter Beginnings home-based had one delivery in July and one delivery in August.
- Of 21 pregnant participants currently enrolled, 90% are immunized against TDaP.
- Among pregnant participants enrolled for more than 30 days, the vast majority (92%) have a medical home and insurance.
- The program will continue to work closely with pregnant participants to increase the proportion who have secured their dental home (77%), documentation of their prenatal physical exam (33%) and dental exams (20%).
- 100% of pregnant participants due for Prenatal Mental Health Screenings (PHQ-9 Screenings) have received them.

# FEATURED LEADER PROFILE

## Niara Parrish – Head Start Education Coach, BANANAS Tiny Steps

### How long have you been with Early Childhood and Family Services?



I joined Tiny Steps in April 2024, so about two and a half years now. My first introduction to ECE was when I spent five years as a substitute teacher at YMCA Head Start (now YMCA of the East Bay). After a four-year hiatus from the classroom, I wanted to return to helping families and interacting with children and teachers again.

Tiny Steps is a partnership between Family Child Care (FCC) providers, BANANAS, and City of Oakland Early Childhood and Family Services. We bring Head Start quality directly into FCC classrooms by introducing play-based curriculum, helping providers reach professional development and accreditation goals, setting up environments for children's learning, supporting individualized mental health and child development, and engaging families in their children's development and with each other. It's a support system and a community.

## What do you enjoy most about your job?

For me, it's really two parts.

First, I enjoy supporting our FCC providers—especially with their professional development. Whether it's helping them get into classes, finish an AA degree, earn a teacher permit, or even simple tech support, it's meaningful.

Second, I enjoy seeing the kids thrive. The intimacy of these FCC sites allows them to cater to individual children learning styles, meeting families right in their own communities. We're serving people in the community who need it most, and exposing kids and families to new experiences they might not get at home, which brings me so much joy.

## What is a highlight from July?



*BANANAS Tiny Steps staff members Icela Mora, Dereka Williams, Allona Gill, and Niara Parrish (L-R) presented at the NAFCC Conference in Chicago in July.*

In July, our team attended the National Family Child Care Association Conference in Chicago. We presented on cultural inclusion in the classroom and ways to create it as an FCC Provider, a Parent, and organization. We touched on other forms of inclusion such as parents/guardians with disabilities, and family values and structure. which can be impacted by the age of a child's primary caretaker. We looked at how dynamic shifts, like grandparents raising children, and the impacts of technology exposure, social media, and even mealtime habits. Culture shapes so many everyday details, down to whether children eat with their hands or use utensils. Also, attending sessions and learning how FCC providers across the country navigate new and complex experiences under different local policies deeply impacted me.

## Parent Policy Council and Advisory Board govern Head Start and help our program set priorities. Based on your experience, what is most important for PPC and AB to keep in mind?

I would say that things are forever changing. What worked a few years ago is not always relevant today. It's important to be in the field and ask questions from people who are experiencing things firsthand to really get quality data and information on what is needed.

It doesn't start at the top, but rather it's going to the root with the people who are actively with the kids every day. What are the teachers saying? What are the families saying? Ask the kids themselves: “Hey, what do y'all want to do more of?” Oftentimes we leave the children out of the conversation because we think they're so young, but they too have deep thoughts and feelings around their everyday lives. If we take a moment to listen, we might be surprised by what it is they have to say.

## If you could spend a day in any other role at ECFS, which job would you choose? *(from Erika Molina, previous Featured Leader)*

I would definitely be an FCC provider. I don't want to be at the top, because sometimes you can get lost in what you HAVE to do and lose the joy in the WHY you do what do. I would rather just be closer to what we're all doing this for. And I know from experience, that children have a special way of reminding you to tend to your inner child; which both strengthens and heals our communities, making for a brighter future.

## What question would you like the next Featured Leader to answer?

What’s one positive memory you have at a school or child care setting from when you were in your youth?

# ECFS PARTNERS

## BANANAS Tiny Steps

- Tiny Steps welcomes three new providers for PY 26-27:
    - Laura Camberos *(Las Abejitas Daycare)*
    - Ileana Diaz *(ILY's Daycare)*
    - Jhocelynne Rojas *(Clouds of Joy Early Learning Center)*
- The Tiny Steps team attended the 2026 NAFCC National Annual Family Child Care Conference in Chicago from July 15th through 19th. Tiny Steps team presented on *Cultural Inclusion; a*

*perspective through multiple lenses*. Tiny Step provider Jill Burns of *You are Not Forgotten Childcare* supported the presentation.




***BANANAS Tiny Steps staff members Icela Mora, Dereka Williams, provider Jill Burns, Niara Parish, and Allona Gill (L-R) presented at the NAFCC Conference***

- Jill Burns hosted a family engagement event by inviting families of current and former enrolled children for pizza at a local restaurant.
- Jhocelynne Rojas hosted “Camp Day” at her site, where children made “s’mores” by the fireplace and searched for bugs in the sand using a magnifying glass





***Children at Clouds of Joy participate in fun and enriching "Camp Day" activities***

- Tiny Steps providers participated in an Emergency Preparedness and Active Attacker training on August 14 at First 5 Alameda.

## Brighter Beginnings

| Indicator | Preschool | Infant/Toddler | Total |
|---|---|---|---|
| August 2026: Brighter Beginnings Home Visits Completed | 93 | 209 | 302 |

- 94 families completed the first Family Outcomes Assessment (FOA1). Top family goals and support needs include:
    - Employment
    - Housing
    - Learning How to Drive
    - Extracurricular activities with children
- 8 Brighter Beginnings staff participated in four trainings, spanning early childhood development, home visiting, socializations, and early literacy.
- Based On Parents as Teachers (PAT) Activity Plan Review, Brighter Beginnings home visitors have a strong use of the PAT curriculum.
- 11 families participated in socializations during August 2026:
    - 8/13 – Summer Fun Fine Motor / Water Play
        - Fine motor and sensory skills through water play, pouring, scooping, chalk, shaving cream, pool noodle stacking, and bubbles
        - Hands-on water and outdoor play supporting comprehensive development through water mats, ice sensory play, water tables, pipettes, and coloring activities
    - 8/14 – Summer Fun Fine Motor / Water Play
        - Fine motor skills through water sensory play, coffee-filter water art using droppers

**BRIGHTER BEGINNINGS IMPACT STORY**

*Families celebrated several meaningful milestones this month, each reflecting growth, resilience, and the power of individualized support. One parent successfully secured employment and is continuing to work toward learning English and obtaining a driver's license. Another parent took exciting steps toward greater economic independence by growing a home-based bread business and beginning to successfully sell within the community. Children also showed wonderful developmental progress, including one child beginning to walk while becoming increasingly curious, engaged, and responsive during home visits. In another case, developmental concerns were identified early, leading to a completed referral, the start of services, and an IFSP being put in place. Together, these moments highlight how consistent family partnership, encouragement, and connection to resources can support lasting progress for both parents and children.*

# WORKFORCE DEVELOPMENT

- The City of Oakland / Merritt Early Educators Apprenticeship Program, a three-year initiative, was paused in December 2025, during its final year. As of August 2026, ECFS gained 14 apprentices from the first two cohorts of the program:
    - *5 Associate Instructors:* Emily Chen, Sharmily Hrishanth, Kim Nguyen, Lillian Fernandez-Bacon, and Shemeka Keye
    - *5 Assistant Teachers:* MyDi Diep, Tho Huynh, Olga Rodriquez, Wanda Buchanan, Hanzhen Chen
    - *4 Early Learning Aides:* Samantha Hartington, Judith Avilez Zarate, Daviante Price, and Sherline Denise Wilson
- Over the past 6 months, ECFS has been collaborating with educational partners to continue development of multiple permitting and degree pathways for emerging early childhood educators.
- ECFS is introducing an Oakland Children's Initiative-funded Child Development Associate (CDA)/Associate Teacher Permit Pathway, which is a non-degree credential to enter the ECE field.

# HUMAN RESOURCES

| AUG 2026 STAFFING | COO # |
|---|---|
| HS Teachers | 8 |
| EHS Teachers | 17 |
| Associate Teachers | 16 |
| Assistant Teachers | 3 |
| Home Visitors | 8 |
| Family Services Workers | 8 |
| Center Directors | 8 |
| Other Staff | 61 |

| AUG 2026 VACANCIES | # |
|---|---|
| Early Head Start Instructors | 13 |
| Head Start Instructors | 11 |

# PROFESSIONAL DEVELOPMENT

ECFS started off PY 2026-2027 with comprehensive professional development programwide. BANANAS Tiny Steps Preservice took place across 5 days May-August, and Home-Based & Brighter Beginnings Preservice spanned 17 days between May-July.

## Preservice 2026: July 8-10

- City of Oakland All Staff Preservice took place at the Lake Merritt Boat House and First 5 Alameda Conference Center.
- Topics included Parent Conferences, Transitions & Routines, School Readiness, Standards of Conduct & Mandated Reporting, ASQ / ASQ SE, Thriving Together in Health, Family Services, OUSD Referral Process, CACFP, Language and Literacy Milestones, and Safe Spaces Policy, Safety & Facilities.

## Safety & Facilities PD

- Maintenance staff and the Facility Coordinator have been trained and certified for Lead Safety for Renovation, Repair and Painting. This 5-year certification now allows the Safety & Facilities team to respond and work in areas containing lead and other hazardous materials across our sites.

- BANANAS, Brighter Beginnings, and City of Oakland Home-Based staff took Emergency Preparedness and Active Attacker training on August 14.

# SAFETY & FACILITIES

## Monitoring

- The Health & Safety Screener + Center Opening checklist was completed at all centers and FCCs. The Health & Safety Screener component is a federal mandate at all sites that are funded by Office of Head Start.

## Facilities projects

- In August, West Grand experienced a flea outbreak. After exhausting all internal efforts, ECFS hired a professional exterminator to begin treatment. Treatment includes both classrooms and outside area of the site.
- Outdoor play areas were created at San Antonio Park for the children by cutting doors into existing fenced areas increasing play area for the children.
- New outdoor tables were distributed across sites for children and staff in the outdoor areas.
- The Mobile Classroom has finalized repair and is in the process of being rewrapped in ECFS graphics.

# DATA, MONITORING, CQI

- The Data team completed Quarter 4 Oakland Children's Initiative (OCI) reporting, which included the following: Child Report, Training Reports, Coaching Report, Staff Report, Classroom Report, and Classroom Assessments.
- The Data team submitted the annual Program Information Report (PIR) for Office of Head Start for PY 25-26. PIR data will be shared in Fall 2026.
- The Data team updated ChildPlus, Learning Genie, ReadyRosie for the start of PY 26-27,
- The Program is updating its monthly monitoring process for more comprehensive review and ongoing systems improvement.

# UPCOMING EVENTS

## Community Resources

- *Th, 9/24 10 AM-12 PM:* Alameda Family Services (AFS) Free Diaper & Wipe Distribution: REGISTER HERE
- September events from Bay Area Center for Reentry Excellence (CORE)
    - Tues, 9/15 (10:30a-1:30p): Employment Lunch & Learn @ Hayward CORE
    - Wed, 9/16 (9a-11:30a): We Matter (Appreciation of Life)
    - Wed, 9/16 (10:30a-12p): On-Site Recruitment: Assemblers & Manufactures@ Hayward CORE
    - Wed, 9/16 (12p-6p): Literacy for Life
    - Fri, 9/18 (8a-3p): Reentry Conference & Expo @ St. Mary's Cathedral in SF
    - Tues, 9/22 (10:30a-12p): Patelco Credit Union: Credit Come Back@ Hayward CORE
    - Tues, 9/22 (1p-2:30p): Patelco Credit Union: Credit Comeback Workshop

## Meetings

- Children's Initiative Oversight Commission Meetings (OCI Commission), fourth Thursday of the month @ Oakland City Hall, Hearing Room #2
    - Thursday, September 24, 2026 – 4-6pm
    - Thursday, October 22, 2026 – 4-6pm

**Head Start & Early Head Start Budget Summary**
**Report as of 9/11/26 - Payroll from 7/1/26 to 7/31/26**

**Fiscal year budget spent** **8%**

| Category | Budget | Encumbrance | Expenditures | Available | Budget Spent% |
|---|---|---|---|---|---|
| a. Personnel | $ 5,690,531 | $ - | $ 381,456 | $ 5,309,075 | 7% |
| b. Fringe Benefits | $ 3,843,934 | $ - | $ 255,366 | $ 3,588,568 | 7% |
| c. Travel | $ - | $ - | $ - | $ - | 0% |
| d. Equipment | $ - | $ - | $ - | $ - | 0% |
| e. Supplies | $ 105,404 | $ - | $ - | $ 105,404 | 0% |
| f. Contractual | $ 2,621,717 | $ - | $ - | $ 2,621,717 | 0% |
| g. Construction | $ - | $ - | $ - | $ - | 0% |
| h. Other | $ 542,415 | $ - | $ 83,272 | $ 459,143 | 15% |
| **i. Total Direct Charges** | **$ 12,804,001** | **$ -** | **$ 720,094** | **$ 12,083,906** | 6% |
| j. Indirect Charges* | $ 893,858 | $ - | $ 59,670 | $ 834,188 | 7% |
| **k. TOTALS** | **$ 13,697,859** | **$ -** | **$ 779,764** | **$ 12,918,094** | **6%** |

Summary of Categories

| | |
|---|---|
| a. Personnel | All salaries paid out to staff, also includes cost of substitute teachers from temp agency. |
| b. Fringe Benefits | Monies for paid leave, retirement, health/welfare. |
| c. Travel | Trainings and conferences. Items such as: hotel, airfare, meals, incidentals and registrations. |
| d. Equipment | Purchases of equipment greater than $5,000 |
| e. Supplies | Includes office supplies, children and family service supplies, food service and other supplies |
| f. Contractual | Includes partner agencies, consultants for educational assessments, medical services for children, mental health, and substitues. |
| h. Other | Rent, utilities, building maintenance, parent services, accounting and legal services, publications and advertising, training and staff development |
| j. Indirect Charges | Costs incurred for a common or joint purpose benefitting more than one category that is difficult to directly allocate. *YTD estimates provided. Final amount will be determined at year-end. |

**Head Start Budget Summary - Federal Basic**
**Report as of 9/11/26 - Payroll from 7/1/26 to 7/31/26**

**Fiscal year budget spent** **8%**

| Category | Budget | Encumbrance | Expenditures | Available | Budget Spent% |
|---|---|---|---|---|---|
| a. Personnel | $ 2,193,908 | $ - | $ 115,518 | $ 2,078,391 | 5% |
| b. Fringe Benefits | $ 1,685,114 | $ - | $ 77,307 | $ 1,607,807 | 5% |
| c. Travel | $ - | $ - | $ - | $ - | 0% |
| d. Equipment | $ - | $ - | $ - | $ - | 0% |
| e. Supplies | $ 24,782 | $ - | $ - | $ 24,782 | 0% |
| f. Contractual | $ 1,413,665 | $ - | $ - | $ 1,413,665 | 0% |
| g. Construction | $ - | $ - | $ - | $ - | 0% |
| h. Other | $ 201,872 | $ - | $ 41,334 | $ 160,537 | 20% |
| **i. Total Direct Charges** | **$ 5,519,342** | **$ -** | **$ 234,159** | **$ 5,285,183** | 4% |
| j. Indirect Charges* | $ 363,659 | $ - | $ 18,068 | $ 345,591 | 5% |
| **k. TOTALS** | **$ 5,883,000** | **$ -** | **$ 252,227** | **$ 5,630,774** | **4%** |

**Early Head Start Budget Summary - Federal Basic**
**Report as of 9/11/26 - Payroll from 7/1/26 to 7/31/26**

**Fiscal year budget spent** **8%**

| Category | Budget | Encumbrance | Expenditures | Available | Budget Spent% |
|---|---|---|---|---|---|
| a. Personnel | $ 3,496,622 | $ - | $ 265,939 | $ 3,230,684 | 8% |
| b. Fringe Benefits | $ 2,158,820 | $ - | $ 178,059 | $ 1,980,761 | 8% |
| c. Travel | $ - | $ - | $ - | $ - | 0% |
| d. Equipment | $ - | $ - | $ - | $ - | 0% |
| e. Supplies | $ 80,623 | $ - | $ - | $ 80,623 | 0% |
| f. Contractual | $ 1,208,052 | $ - | $ - | $ 1,208,052 | 0% |
| g. Construction | $ - | $ - | $ - | $ - | 0% |
| h. Other | $ 340,543 | $ - | $ 41,937 | $ 298,606 | 12% |
| **i. Total Direct Charges** | **$ 7,284,660** | **$ -** | **$ 485,935** | **$ 6,798,725** | 7% |
| j. Indirect Charges* | $ 530,199 | $ - | $ 41,603 | $ 488,596 | 8% |
| **k. TOTALS** | **$ 7,814,858** | **$ -** | **$ 527,538** | **$ 7,287,321** | **7%** |

**Head Start T/TA Budget Summary - Training and Technical Assistance**
**Report as of 9/11/26 - Payroll from 7/1/26 to 7/31/26**

**Fiscal year budget spent** **8%**

| Category | Budget | Encumbrance | Expenditures | Available | Budget Spent % |
|---|---|---|---|---|---|
| a. Personnel | $ - | $ - | $ - | $ - | 0% |
| b. Fringe Benefits | $ - | $ - | $ - | $ - | 0% |
| c. Travel | $ 15,000 | $ - | $ - | $ 15,000 | 0% |
| d. Equipment | $ - | $ - | $ - | $ - | 0% |
| e. Supplies | $ 3,760 | $ - | $ - | $ 3,760 | 0% |
| f. Contractual | $ 18,800 | $ - | $ - | $ 18,800 | 0% |
| g. Construction | $ - | $ - | $ - | $ - | 0% |
| h. Other | $ 29,192 | $ - | $ - | $ 29,192 | 0% |
| **i. Total Direct Charges** | **$ 66,752** | **$ -** | **$ -** | **$ 66,752** | 0% |
| j. Indirect Charges* | $ - | $ - | $ - | $ - | 0% |
| **k. TOTALS** | **$ 66,752** | **$ -** | **$ -** | **$ 66,752** | **0%** |

**Early Head Start T/TA Budget Summary - Training and Technical Assistance**
**Report as of 9/11/26 - Payroll from 7/1/26 to 7/31/26**

**Fiscal year budget spent** **8%**

| Category | Budget | Encumbrance | Expenditures | Available | Budget Spent % |
|---|---|---|---|---|---|
| a. Personnel | $ - | $ - | $ - | $ - | 0% |
| b. Fringe Benefits | $ - | $ - | $ - | $ - | 0% |
| c. Travel | $ 26,500 | $ - | $ - | $ 26,500 | 0% |
| d. Equipment | $ - | $ - | $ - | $ - | 0% |
| e. Supplies | $ 4,240 | $ - | $ - | $ 4,240 | 0% |
| f. Contractual | $ 21,200 | $ - | $ - | $ 21,200 | 0% |
| g. Construction | $ - | $ - | $ - | $ - | 0% |
| h. Other | $ 66,938 | $ - | $ - | $ 66,938 | 0% |
| **i. Total Direct Charges** | **$ 118,878** | **$ -** | **$ -** | **$ 118,878** | 0% |
| j. Indirect Charges* | $ - | $ - | $ - | $ - | 0% |
| **k. TOTALS** | **$ 118,878** | **$ -** | **$ -** | **$ 118,878** | **0%** |

**GPF Budget Summary - City General Purpose Fund Head Start**
**Report as of 9/11/26 - Payroll from 7/1/26 to 7/31/26**

**Fiscal year budget spent** **8%**

| Category | Budget | Encumbrance | Expenditures | Available | Budget Spent % |
|---|---|---|---|---|---|
| a. Personnel | $ - | $ - | $ - | $ - | 0% |
| b. Fringe Benefits | $ - | $ - | $ - | $ - | 0% |
| c. Travel | $ - | $ - | $ - | $ - | 0% |
| d. Equipment | $ - | $ - | $ - | $ - | 0% |
| e. Supplies | $ - | $ - | $ - | $ - | 0% |
| f. Contractual | $ - | $ - | $ - | $ - | 0% |
| g. Construction | $ - | $ - | $ - | $ - | 0% |
| h. Other | $ - | $ - | $ - | $ - | 0% |
| **i. Total Direct Charges** | **$ -** | **$ -** | **$ -** | **$ -** | 0% |
| j. Indirect Charges CSO | $ 394,580 | $ - | $ - | $ 394,580 | 0% |
| **k. TOTALS** | **$ 394,580** | **$ -** | **$ -** | **$ 394,580** | **0%** |

**GPF Budget Summary - City General Purpose Fund Early Head Start**
**Report as of 9/11/26 - Payroll from 7/1/26 to 7/31/26**

**Fiscal year budget spent** **8%**

| Category | Budget | Encumbrance | Expenditures | Available | Budget Spent % |
|---|---|---|---|---|---|
| a. Personnel | $ - | $ - | $ - | $ - | 0% |
| b. Fringe Benefits | $ - | $ - | $ - | $ - | 0% |
| c. Travel | $ - | $ - | $ - | $ - | 0% |
| d. Equipment | $ - | $ - | $ - | $ - | 0% |
| e. Supplies | $ - | $ - | $ - | $ - | 0% |
| f. Contractual | $ - | $ - | $ - | $ - | 0% |
| g. Construction | $ - | $ - | $ - | $ - | 0% |
| h. Other | $ - | $ - | $ - | $ - | 0% |
| **i. Total Direct Charges** | **$ -** | **$ -** | **$ -** | **$ -** | 0% |
| j. Indirect Charges CSO | $ 540,368 | $ - | $ - | $ 540,368 | 0% |
| **k. TOTALS** | **$ 540,368** | **$ -** | **$ -** | **$ 540,368** | **0%** |

**CSPP Budget Summary - California State Preschool Program**
**Report as of 9/11/26 - Payroll from 7/1/26 to 7/31/26**

**Fiscal year budget spent** **8%**

| Category | Budget | Encumbrance | Expenditures | Available | Budget Spent % |
|---|---|---|---|---|---|
| a. Personnel | $ 1,726,791 | $ - | $ 85,406 | $ 1,641,385 | 5% |
| b. Fringe Benefits | $ 1,197,557 | $ - | $ 55,821 | $ 1,141,736 | 5% |
| c. Travel | $ - | $ - | $ - | $ - | 0% |
| d. Equipment | $ - | $ - | $ - | $ - | 0% |
| e. Supplies | $ - | $ - | $ - | $ - | 0% |
| f. Contractual | $ - | $ - | $ - | $ - | 0% |
| g. Construction | $ - | $ - | $ - | $ - | 0% |
| h. Other | $ 166,406 | $ - | $ 1,938 | $ 164,468 | 1% |
| **i. Total Direct Charges** | **$ 3,090,754** | **$ -** | **$ 143,166** | **$ 2,947,588** | 5% |
| j. Indirect Charges* | $ 274,011 | | $ 13,233 | $ 260,778 | 5% |
| **k. TOTALS** | **$ 3,364,765** | **$ -** | **$ 156,399** | **$ 3,208,366** | **5%** |

**CCTR Budget Summary - General Child Care and Development Expansion (Infant/Toddler)**
**Report as of 9/11/26 - Payroll from 7/1/26 to 7/31/26**

**Fiscal year budget spent** **8%**

| Category | Budget | Encumbrance | Expenditures | Available | Budget Spent % |
|---|---|---|---|---|---|
| a. Personnel | $ 1,848,829 | $ - | $ 87,754 | $ 1,761,075 | 5% |
| b. Fringe Benefits | $ 1,052,596 | $ - | $ 58,944 | $ 993,652 | 6% |
| c. Travel | $ - | $ - | $ - | $ - | 0% |
| d. Equipment | $ - | $ - | $ - | $ - | 0% |
| e. Supplies | $ - | $ - | $ - | $ - | 0% |
| f. Contractual | $ 162,523 | $ - | $ - | $ 162,523 | 0% |
| g. Construction | $ - | $ - | $ - | $ - | 0% |
| h. Other | $ 10,000 | $ - | $ 1,280 | $ 8,720 | 13% |
| **i. Total Direct Charges** | **$ 3,073,948** | **$ -** | **$ 147,978** | **$ 2,925,970** | 5% |
| j. Indirect Charges* | $ 271,864 | $ - | $ 13,746 | $ 258,118 | 5% |
| **k. TOTALS** | **$ 3,345,812** | **$ -** | **$ 161,723** | **$ 3,184,088** | **5%** |

**CCFP Budget Summary - Child and Adult Care Food Program**
**Report as of 9/11/26 - Payroll from 7/1/26 to 7/31/26**

**Fiscal year budget spent** **8%**

| Category | Budget | Encumbrance | Expenditures | Available | Budget Spent % |
|---|---|---|---|---|---|
| a. Personnel | $ - | $ - | $ - | $ - | 0% |
| b. Fringe Benefits | $ - | $ - | $ - | $ - | 0% |
| c. Travel | $ - | $ - | $ - | $ - | 0% |
| d. Equipment | $ - | $ - | $ - | $ - | 0% |
| e. Supplies | $ 260,000 | $ 720 | $ 11,108 | $ 248,172 | 5% |
| f. Contractual | $ - | $ - | $ - | $ - | 0% |
| g. Construction | $ - | $ - | $ - | $ - | 0% |
| h. Other | $ - | $ - | $ - | $ - | 0% |
| **i. Total Direct Charges** | **$ 260,000** | **$ 720** | **$ 11,108** | **$ 248,172** | 5% |
| j. Indirect Charges* | $ - | $ - | $ - | $ - | 0% |
| **k. TOTALS** | **$ 260,000** | **$ 720** | **$ 11,108** | **$ 248,172** | **5%** |

**CPKS Budget Summary -CA Pre-Kindergarten and Family Literacy Support**
**Report as of 9/11/26 - Payroll from 7/1/26 to 7/31/26**

**Fiscal year budget spent** **8%**

| Category | Budget | Encumbrance | Expenditures | Available | Budget Spent % |
|---|---|---|---|---|---|
| a. Personnel | $ - | $ - | $ - | $ - | 0% |
| b. Fringe Benefits | $ - | $ - | $ - | $ - | 0% |
| c. Travel | $ - | $ - | $ - | $ - | 0% |
| d. Equipment | $ - | $ - | $ - | $ - | 0% |
| e. Supplies | $ 32,500 | $ - | $ - | $ 32,500 | 0% |
| f. Contractual | $ - | $ - | $ - | $ - | 0% |
| g. Construction | $ - | $ - | $ - | $ - | 0% |
| h. Other | $ - | $ - | $ - | $ - | 0% |
| **i. Total Direct Charges** | **$ 32,500** | **$ -** | **$ -** | **$ 32,500** | 0% |
| j. Indirect Charges* | $ - | $ - | $ - | $ - | 0% |
| **k. TOTALS** | **$ 32,500** | **$ -** | **$ -** | **$ 32,500** | **0%** |

City of Oakland

# PURCHASE CARD TRANSACTION LOG

**DATE:** 07/10/26

**Cardholder Name:** Karyl Eckels & Jessi Cutter *(PRINT NAME)*

**Agency / Department:** DHS - Head Start

**March 2026** *(Transaction Period ( Month / Year ))* **TO** **March 2026** *(Transaction Period ( Month / Year ))*

**I HEREBY CERTIFY THAT THE ARTICLES OR SERVICES DESCRIBED BY THE RECEIPT(S) OR INVOICE(S) ATTACHED AND LISTED BELOW WERE NECESSARY FOR USE BY THIS AGENCY / DEPARTMENT AND HAVE BEEN DELIVERED OR PERFORMED AND THAT NO PRIOR CLAIM HAS BEEN PRESENTED FOR SAID ARTICLES OR SERVICES:**

| CARDHOLDER'S SIGNATURE AND DATE | PHONE NUMBER ( REQUIRED ) | AUTHORIZATION SIGNATURE AND DATE |
|---|---|---|
| Jessi Cutter Jul 10, 2026 16:32:37 PDT) Karyl Eckels (Sep 1, 2026 10:08:07 PDT) Date | 510-238-3165 | Maricela Avila (Sep 11, 2026 12:12:47 PDT) Date |

| Line # | Transaction Date | Vendor Name | Transaction Description | Total Transaction | Sales Tax Paid Yes or No | Sales Tax Owed Yes or No |
|---|---|---|---|---|---|---|
| 1 | 3/11/26 | AMAZON | DIAPERS | 573.88 | | |
| 2 | | | 47% 1.2128.78231.52921.1007666.YS13 24656<br>53% 1.2128.78231.52921.1007667.YS13 24656 | | | |
| 3 | 3/11/26 | TARGET | Formula & Baby Food | 262.73 | | |
| 4 | | | 1.2102.78231.52911.1007670.YS13 | | | |
| 5 | 3/19/26 | AMAZON | Security Video Doorbells | 459.74 | | |
| 6 | | | 1.2138.78231.52700.1007672.YS13 | | | |
| 7 | 3/19/26 | AMAZON | Security Video Doorbells | 603.69 | | |
| 8 | | | 1.2138.78231.52700.1007672.YS13 | | | |
| 9 | 3/19/26 | AMAZON | Security Video Doorbells | 171.84 | | |
| 10 | | | 47% 1.2128.78231.52921.1007666.YS13 24656<br>53% 1.2128.78231.52921.1007667.YS13 24656 | | | |
| 11 | 3/27/26 | TARGET | Formula & Baby Food | 115.66 | | |
| 12 | | | 1.2102.78231.52911.1007670.YS13 24657 | | | |
| 13 | | | | | | |
| 14 | | | | | | |

**Document Total** **2,187.54**

DETAILED DESCRIPTION

**Audited By:** *(Finance and Management Agency)*

FMA 02/07

## Child and Adult Care Food Program FY2025-26

**Meal counts are due to CDSS 45 days after the close of the month. To ensure the most accurate numbers are reported to PC and AB meal counts will be reported after they are finalized for submission to CDSS.**

Institution: CITY OF OAKLAND HEADSTART
Month/ Year: June-26

| | | Facility Number | Facility Name | Breakfast | Lunch | PM Snack | Number of Operating Days | License Capacity (room capacity, if applicable) | Funded enroll-ment | Enrollment (license or room capacity, if applicable) | Shift status | Max. Number of Meals Eligible For Reimbursement (Enrollment x Operating Days) | Do any meal counts, by meal type, exceed the maximum number of meals eligible? If yes, explain why and action taken | Do any meal counts by meal type show pattern of block claim? If yes state action taken, attach supporting document |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | 1 | Full Day | 85th Avenue I | 75.00 | 76.00 | 72.00 | 21.00 | entire site (50) | 16.00 | 16.00 | 1.00 | 336.00 | NO | NO |
| 1 | 2 | Full Day | 85th Avenue II | 75.00 | 121.00 | 114.00 | 20.00 | entire site (50) | 10.00 | 16.00 | 1.00 | 320.00 | NO | NO |
| 1 | 3 | Full Day | 85th Avenue III | 183.00 | 178.00 | 159.00 | 19.00 | entire site (50) | 8.00 | 16.00 | 1.00 | 304.00 | NO | NO |
| 2 | 4 | Full Day | Arroyo Viejo | 72.00 | 73.00 | 49.00 | 20.00 | 16 | 12.00 | 12.00 | 1.00 | 240.00 | NO | NO |
| 3 | 5 | Full Day | BROADWAY/INFANT | 69.00 | 87.00 | 66.00 | 20.00 | 8 | 8.00 | 9.00 | 1.00 | 180.00 | NO | NO |
| 3 | 6 | Full Day | BROADWAY/RM 3 (TODDLER) | 71.00 | 85.00 | 77.00 | 19.00 | 8 | 8.00 | 9.00 | 1.00 | 171.00 | NO | NO |
| 3 | 7 | Full Day | BROADWAY/RM 4 (TODDLER) | 31.00 | 81.00 | 64.00 | 20.00 | 8 | 8.00 | 8.00 | 1.00 | 160.00 | NO | NO |
| 4 | 8 | Full Day | Brookfield 1 | 157.00 | 277.00 | 209.00 | 19.00 | entire site (48) | 16.00 | 16.00 | 1.00 | 304.00 | NO | NO |
| 4 | 9 | Full Day | Brookfield 2 | - | - | - | - | entire site (48) | 16.00 | 16.00 | 1.00 | - | NO | NO |
| 5 | 10 | Full Day | | | | | | | - | | | - | NO | NO |
| 6 | 11 | Full Day | | | | | | | - | | | - | NO | NO |
| 7 | 12 | Full Day | Franklin | 130.00 | 206.00 | 120.00 | 19.00 | **18** | 16.00 | 32.00 | 1.00 | 608.00 | NO | NO |
| 8 | 13 | Full Day | Lion's Creek 1 | 107.00 | 189.00 | 165.00 | 19.00 | **18** | 16.00 | 16.00 | 1.00 | 304.00 | NO | NO |
| 8 | 14 | Full Day | Lions Creek 2 | 72.00 | 108.00 | 101.00 | 19.00 | **8** | 8.00 | 8.00 | 1.00 | 152.00 | NO | NO |
| 9 | 15 | Full Day | Manzanita | - | - | - | - | 20 | 16.00 | 20.00 | 1.00 | - | NO | NO |
| 10 | 16 | Full Day | San Antonio CDC 1 | - | - | - | - | entire site (24) | 24.00 | 24.00 | 1.00 | - | NO | NO |
| 11 | 17 | Full Day | San Antonio Park I | 76.00 | 111.00 | 106.00 | 20.00 | 8 | 8.00 | 9.00 | 1.00 | 180.00 | NO | NO |
| 11 | 18 | Full Day | San Antonio Park II | 95.00 | 116.00 | 101.00 | 20.00 | 8 | 10.00 | 9.00 | 1.00 | 180.00 | NO | NO |
| 12 | 19 | Full Day | Sungate I | 129.00 | 226.00 | 196.00 | 19.00 | 24 | 24.00 | 24.00 | 1.00 | 456.00 | NO | NO |
| 12 | 20 | Full Day | | | | | | 0 | - | 16.00 | 1.00 | 16.00 | NO | NO |
| 13 | 21 | Full Day | Tassafaronga | 166.00 | 191.00 | 155.00 | 19.00 | 24 | 24.00 | 24.00 | 1.00 | 456.00 | NO | NO |
| 14 | 22 | Full Day | West Grand (Infant) | 103.00 | 114.00 | 110.00 | 19.00 | 8 | 8.00 | 9.00 | 1.00 | 171.00 | NO | NO |
| 14 | 23 | Full Day | West Grand (Older) | 77.00 | 134.00 | 111.00 | 19.00 | 8 | 8.00 | 9.00 | 1.00 | 171.00 | NO | NO |
| 14 | 24 | Full Day | West Grand (Young) | 67.00 | 136.00 | 119.00 | 19.00 | 8 | 8.00 | 8.00 | 1.00 | 152.00 | NO | NO |
| | | | **TOTAL** | **1,755.00** | **2,509.00** | **2,094.00** | **350.00** | | **272.00** | **326.00** | | **4,861.00** | | |
| | | | **HS** | **1,042.00** | **1,481.00** | **1,196.00** | **215.00** | | | | | | | |
| | | | **EHS** | **713.00** | **1,028.00** | **898.00** | **135.00** | | | | | | | |

I certify that the edit check process was completed and that the information was reviewed. If needed, appropriate action was taken as indicated.

Certified by: Emari Dimagiba (Jul 23, 2026 14:06:55 PDT)

**Emari Dimagiba**
**Head Start Health Manager**

**Avg Daily Participation** **119.48**
=(max meals)/(max days)
ADP ENTRY **120.00**

* Block claim - when the number of meals claimed at a facility for one or more meal types (B, L, D, or snack) is the same for 15 consecutive operating days.

Keep this completed edit check form with a copy of the claim submitted for reimbursement

**Prepared by : Michael Fries**

**Fiscal Approval:** Vi Lo (Jul 23, 2026 14:38:54 PDT)
**Vi Lo**
**Human Services Fiscal Manager**

## Child and Adult Care Food Program FY2026-27

**Meal counts are due to CDSS 45 days after the close of the month. To ensure the most accurate numbers are reported to PC and AB meal counts will be reported after they are finalized for submission to CDSS.**

Institution: CITY OF OAKLAND HEADSTART
Month/ Year: July-26

| | | Facility Number | Facility Name | Breakfast | Lunch | PM Snack | Number of Operating Days | License Capacity (room capacity, if applicable) | Funded enroll-ment | Enrollment (license or room capacity, if applicable) | Shift status | Max. Number of Meals Eligible For Reimbursement (Enrollment x Operating Days) | Do any meal counts, by meal type, exceed the maximum number of meals eligible? If yes, explain why and action taken | Do any meal counts by meal type show pattern of block claim? If yes state action taken, attach supporting document |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | 1 | Full Day | 85th Avenue I | 54.00 | 58.00 | 53.00 | 15.00 | entire site (50) | 16.00 | 16.00 | 1.00 | 240.00 | NO | NO |
| 1 | 2 | Full Day | 85th Avenue II | 87.00 | 102.00 | 21.00 | 15.00 | entire site (50) | 10.00 | 16.00 | 1.00 | 240.00 | NO | NO |
| 1 | 3 | Full Day | 85th Avenue III | 127.00 | 167.00 | 164.00 | 15.00 | entire site (50) | 8.00 | 16.00 | 1.00 | 240.00 | NO | NO |
| 2 | 4 | Full Day | Arroyo Viejo | 45.00 | 47.00 | 47.00 | 15.00 | 16 | 12.00 | 12.00 | 1.00 | 180.00 | NO | NO |
| 3 | 5 | Full Day | BROADWAY/INFANT | 71.00 | 74.00 | 56.00 | 15.00 | 8 | 8.00 | 9.00 | 1.00 | 135.00 | NO | NO |
| 3 | 6 | Full Day | BROADWAY/RM 3 (TODDLER) | 5.00 | 24.00 | 24.00 | 15.00 | 8 | 8.00 | 9.00 | 1.00 | 135.00 | NO | NO |
| 3 | 7 | Full Day | BROADWAY/RM 4 (TODDLER) | 62.00 | 90.00 | 66.00 | 15.00 | 8 | 8.00 | 8.00 | 1.00 | 120.00 | NO | NO |
| 4 | 8 | Full Day | Brookfield 1 | 114.00 | 130.00 | 112.00 | 15.00 | entire site (48) | 16.00 | 16.00 | 1.00 | 240.00 | NO | NO |
| 4 | 9 | Full Day | Brookfield 2 - closed | - | - | - | - | entire site (48) | 16.00 | 16.00 | 1.00 | - | NO | NO |
| 5 | 10 | Full Day | | | | | | | - | | | - | NO | NO |
| 6 | 11 | Full Day | | | | | | | - | | | - | NO | NO |
| 7 | 12 | Full Day | Franklin | 92.00 | 153.00 | 108.00 | 15.00 | **18** | 16.00 | 32.00 | 1.00 | 480.00 | NO | NO |
| 8 | 13 | Full Day | Lion's Creek 1 | 86.00 | 108.00 | 105.00 | 15.00 | **18** | 16.00 | 16.00 | 1.00 | 240.00 | NO | NO |
| 8 | 14 | Full Day | Lions Creek 2 | 33.00 | 49.00 | 45.00 | 15.00 | **8** | 8.00 | 8.00 | 1.00 | 120.00 | NO | NO |
| 9 | 15 | Full Day | Manzanita | 103.00 | 150.00 | 117.00 | 15.00 | 20 | 16.00 | 20.00 | 1.00 | 300.00 | NO | NO |
| 10 | 16 | Full Day | San Antonio CDC 1 - closed | - | - | - | - | entire site (24) | 24.00 | 24.00 | 1.00 | - | NO | NO |
| 11 | 17 | Full Day | San Antonio Park I | 50.00 | 70.00 | 57.00 | 15.00 | 8 | 8.00 | 9.00 | 1.00 | 135.00 | NO | NO |
| 11 | 18 | Full Day | San Antonio Park II | 43.00 | 70.00 | 67.00 | 15.00 | 8 | 10.00 | 9.00 | 1.00 | 135.00 | NO | NO |
| 12 | 19 | Full Day | Sungate I | 94.00 | 130.00 | 105.00 | 15.00 | 24 | 24.00 | 24.00 | 1.00 | 360.00 | NO | NO |
| 12 | 20 | Full Day | | | | | | 0 | - | 16.00 | 1.00 | 16.00 | NO | NO |
| 13 | 21 | Full Day | Tassafaronga | 59.00 | 74.00 | 51.00 | 15.00 | 24 | 24.00 | 24.00 | 1.00 | 360.00 | NO | NO |
| 14 | 22 | Full Day | West Grand (Infant) | 50.00 | 59.00 | 57.00 | 15.00 | 8 | 8.00 | 9.00 | 1.00 | 135.00 | NO | NO |
| 14 | 23 | Full Day | West Grand (Older) | 37.00 | 65.00 | 61.00 | 15.00 | 8 | 8.00 | 9.00 | 1.00 | 135.00 | NO | NO |
| 14 | 24 | Full Day | West Grand (Young) | 36.00 | 91.00 | 89.00 | 15.00 | 8 | 8.00 | 8.00 | 1.00 | 120.00 | NO | NO |
| | | | **TOTAL** | **1,248.00** | **1,711.00** | **1,405.00** | **285.00** | | **272.00** | **326.00** | | **4,066.00** | | |
| | | | **HS** | **879.00** | **1,152.00** | **918.00** | **180.00** | | | | | | | |
| | | | **EHS** | **369.00** | **559.00** | **487.00** | **105.00** | | | | | | | |

I certify that the edit check process was completed and that the information was reviewed. If needed, appropriate action was taken as indicated.

Certified by: Emari Dimagiba
Emari Dimagiba (Sep 11, 2026 09:02:01 PDT)

**Emari Dimagiba**
**Head Start Health Manager**

**Avg Daily Participation** 114.07
=(max meals)/(max days)
ADP ENTRY 115.00

* Block claim - when the number of meals claimed at a facility for one or more meal types (B, L, D, or snack) is the same for 15 consecutive operating days.

Keep this completed edit check form with a copy of the claim submitted for reimbursement

**Prepared by : Michael Fries**

**Fiscal Approval:** Vi Lo
Vi Lo (Sep 11, 2026 09:22:58 PDT)
**Vi Lo**
**Human Services Fiscal Manager**

# Funding Opportunities & Requests

## Change in Scope Proposal - FY 2026-2027

The City of Oakland Head Start program has prepared a Change in Scope Proposal to submit to the Office of Head Start, in direct response to the program's designation by the Office of Head Start (OHS), as chronically under-enrolled, pursuant to Section 641A(h)(5) of the Head Start Act. The federal notice of chronic under-enrollment designation was received by the grantee from the Office of Head Start on February 26, 2026, while the grantee awaited a decision on the initial Change in Scope Proposal, that was submitted to the Office of Head Start on October 29, 2024.

The federal notice emphasized that continued under-enrollment may place future grant funding at risk of a proportional cut to the cut and reminded grantees of options to apply for a Change in Scope, to reduce their funded enrollment and apply funds to other budget line items that will help address under-enrollment and align program design to community needs. **Therefore, this proposal is a proactive strategy to safeguard funding while maintaining all currently enrolled participants and all centers.**

### *Rationale for Change in Scope*

*Changing Priorities:* This proposal is updated to reflect the priorities of the OHS detailed in their August 5th, 2026, IM: ACF-OHS-IM-26-01 “Enrollment Reductions” which emphasize access to high-quality services in line with community need.

*Shift in Need:* Expansion of Universal Pre-Kindergarten (TK) in the state and in Oakland has opened options for families of children ages four to five. That the same time, the gap between families who are eligible for childcare services and availability of slots remains significant.

*Chronic Under-Enrollment:* Despite extensive recruitment, the program continues to face enrollment below the required threshold due to long-standing staff shortages, particularly in qualified early childhood teachers.

### *Scope of Proposed Changes*

Enrollment Adjustments:

- No currently filled slots will be lost, and no sites will be closed.
- HSP slots reduced from 292 to 229 (63 slots or 21.6%) largely resulting from separation from our Peralta partner in 2025.

- Of those 63 slots, a conversion of 25 HSP Home Base slots to 10 EHS Pregnant Participant slots.
- EHS slots - no reduction after conversion. Adds a toddler classroom to our Brookfield location.
- Adds half-day preschool options at up to 5 locations.
- Total overall reduction is 10%.

*Staff Support:* Saving will be used to improve teacher support through the addition of Early Childhood Education Coaches to provide embedded professional development and mentoring.

*Service Continuity:* All geographic areas will continue to be served; all sites will continue year-round services. The Proposed Change includes the addition of half-day programming as an additional option at up to 5 sites and continue offering 8 or 10 hour-days at all locations. No sites will be closed and no currently filled slots will be lost.

***Governance and Approval History***

In FY 2024-25, the Change in Scope Request was approved by both the Parent Policy Council and the Advisory Board and submitted in October 2024. In April of 2025, the continuation application reflected the change in scope application. However, during leadership transitions at both the City of Oakland and the federal Office of Head Start, the request was not finalized, by the Office of Head Start.

The program was therefore required to re-submit a new Change in Scope Proposal for FY 25-26 and did so in September 2025. While retaining continuity at all program sites, the updated proposal reflected the removal of Peralta (Laney and Merritt College contracts). Our Peralta partner elected to end their partnership with the Oakland Head Start Program in June 2025. Their preference moving forward was to operate their existing California State Preschool Program model, exclusively, rather than the operate the California State Preschool Program/Head Start Program partnership model.

Following the issuance of the August 5th, 2026, IM: ACF-OHS-IM-26-01 “Enrollment Reductions” our Change in Scope Application was returned for submission following the IM guidelines. The Program was given a deadline of 45-days, October 3rd, to resubmit.

***Expected Outcomes***

- Elimination of the program's chronic under-enrollment status, thereby protecting grant funding.
- Increase in options for families who are interested in part-day preschool

programming.
- Increase in program quality through early childhood education coaches in classrooms.
- Maintenance of services for all currently enrolled children, without any site closures.

This summary is presented to the Parent Policy Council and Advisory Board for review and approval, prior to submission to the Office of Head Start.

## Frequently Asked-Questions

***What if this Proposal is not adopted by Parent Policy Council or the Advisory Board?***
If this Proposal is not adopted by the Parent Policy Council or the Advisory Board the Program will continue to make every effort to reach full enrollment. If these efforts are not successful, we can expect that the Program's funding will be cut proportional to enrollment as early as February 2027. For example, if we can only reach 75% of enrollment, we can expect 25% of our funding to be permanently cut.

***Will any sites be closed?***
No, all sites will remain open. An additional Early Head Start classroom will be opened for toddlers at our Brookfield location.

***Will any staff be laid off?***
No, in fact we will need more early childhood educators, home-based visitors, and coaches. Please refer teachers to us!

***What does this mean for children graduating from Early Head Start?***
We will continue to work with families and prioritize those who do not receive an offer for a TK assignment with their school district. This proposal does not decrease the number of Head Start center slots currently in operation. It reflects the loss of our Peralta partner in 2025 (64 slots). These two Peralta locations are still in operation using state funds, and many families continue to choose these centers.

***When would these changes take place?***
If approved, the Program will submit the application no later than October 3rd. Per the IM, it will undergo a comprehensive review. We expect this to take several months. Conversion of slots and space cannot take place without approval from OHS, however efforts to recruit teaching staff and enroll children are underway as part of our Federal Under Enrollment Plan.

## Measure C Emergency Funding – FY 26-27

The following is a summary of a proposed award from the First 5 Alameda County Early Care and Education Emergency Grant – Measure C funds, to provide one-time stipends of at least $1,000 to eligible Early Childhood and Family Services (ECFS) Program educators and direct services staff.

Grant funds will also support educational supplies that enhance the delivery of comprehensive early care and education to City of Oakland (City) families with young children.

***Alameda County Measure C: Children's Health and Child Care Initiative***

Measure C is a newly implemented 30-year funding stream that will generate approximately $150 million annually for early childhood education in Alameda County via a 0.5% sales tax. First 5 Alameda County administers Measure C's Child Care, Preschool, and Early Education Fund, which has five goals for its 2025-2030 5-Year Plan and Budget:

1. Increasing Access to Child Care Services
2. Recruiting, Retaining, and Supporting Early Educators
3. Enhancing Child-Serving Spaces
4. Accountability and Measuring impact
5. Effective Administration and Systems Improvement

The Early Care and Education Emergency Grant is part of *Goal 2: Recruiting, Retaining, and Supporting Early Childhood Educators*, and it is the first investment in Early Childhood systems that took place alongside Measure C's initial implementation in 2025.

The total investment in one-time Emergency Grants is $82 million countywide (5-Year Plan, 47). With a focus exclusively on Family Child Care providers and Child Care Centers, the amount of the grant award ranges from $40,000 to $100,000, depending on the provider type and licensed capacity. Agencies that operate multiple centers are capped at $500,000 (5-Year Plan, 48).

The City ECFS Centers falls into the $500,000 maximum category, and all of the Program's sites are located in a Census tract with 5% or higher poverty status level, which is one of the equity-based eligibility criteria for this funding.

The key requirement for grantees in disbursing these funds is that all teaching staff must receive a minimum of $1,000 each (5-Year Plan, 47).

The Emergency Stabilization Grant terms state that programs have the discretion to choose how funds are spent, after the minimum $1,000 stipend requirement per teacher is met. By making all family and child-facing direct service positions eligible for the grant, the Program ensures that all positions that work directly with our children and families have access to stabilization funds of a minimum of $1,000 up to $5,000 per eligible staff depending on the final award to the City. Any additional funding from the Emergency Stabilization Grant will be used for educational supplies, such as easy reader books for preschoolers and older toddlers, as well as materials to support infant/toddler home-school connection for family education support activities

**Important Notes**

Family Child Care providers who are part of the ECFS Tiny Steps program are independent Family Child Care businesses and had the opportunity to apply for $40,000-$50,000 grants for their individual sites separately. This ECFS grant is based on the capacity of the City's center-based program option.

Pursuant to Resolution 91029 C.M.S., Council has already provided the authority to apply for and accept the First 5 Alameda County Early Care and Education Emergency Grant funding; to accept additional Early Care and Education Emergency Grant funding that becomes available for the same purposes during the same contract term; and to enter into an agreement with First 5 Alameda County. This report **seeks to correct** the appropriation and distribution of funds directly through the City without a fiscal sponsor.

The program is seeking the review and approval of the Parent Policy Council and Advisory Board to allow for the program to submit the report that **seeks to correct** the appropriation and distribution of funds directly through the City, without a fiscal sponsor.

## Contract Amendment Request for FY 2025-2027

The following is a summary of the proposed contract amendment request from the City of Oakland Human Services Department - Early Childhood and Family Services Division, for Parent Policy Council and Advisory Board review and approval.

### Key Highlights

- The City's Early Childhood and Family Services Division provides Head Start and Early Head Start services to 622 children and families, including prenatal mothers.
- ChildCare Careers, LLC supplies qualified substitute teachers to cover absences (sick leave, family leave, vacation, and professional development).
- Current contract funding of $1,250,000 will be fully expended by mid-September 2026, creating a risk to program operations.
- Amendment request increases the contract amount to $2,050,000 to ensure coverage through June 2027, including during expanded operating months and hours (year-round, 10-hour days at three sites).
- Maintaining staffing ratios is critical to avoid site closures, which negatively impact families, children, and program reimbursement revenues.
- Teacher shortages persist due to regional and industry-wide hiring challenges and wage disparities; ChildCare Careers has consistently been the only provider able to meet the City's needs.
- The amendment will support program stability, staff wellness, retention, and uninterrupted services for Oakland's most vulnerable children and families.

Approval of this amendment will ensure the continuity of early education services for Oakland families, safeguard compliance with Head Start Program Performance Standards, and address critical staffing shortages.

**State Multi-Contract Funding Request for FY 2027-28**

The following is a summary of the proposed State Multi-Contract Funding Request for funding from the California Department of Social Services (CDSS), the California Department of Education (CDE), and the California Department of Agriculture (CDA) in collaboration with the California Department of Social Services (CDSS), from the City of Oakland Human Services Department - Early Childhood and Family Services Division, for Oakland Head Start Parent Policy Council and Advisory Board review and approval.

**Key Highlights**

The request seeks authorization for the City Administrator to apply for and accept three contracts that enhance early learning and comprehensive services for Oakland families with young children.

**1. General Child Care and Development Program (CCTR)** contract from the California Department of Social Services (CDSS) for up to **$3,345,812**. This is a reimbursable contract aligned with enrollment and attendance, covering Center-based expenses, July 1, 2027-June 30, 2028.

**2. California State Preschool Program (CSPP) contract** for up to $3,477, 206 and **Supplemental California Pre-Kindergarten and Family Literacy Support** (CPKS) funding in the amount of **$32,500** from the California Department of Education (COE). This is a reimbursable contract aligned with enrollment and attendance, covering Center-based expenses, July 1, 2027 - June 30, 2028

**3**. **Child and Adult Care Food Program (CACFP)** contract from the California Department of Agriculture/CDSS for up to **$260,000**. Reimbursable through USDA via COSS, ensuring nutritious meals for children enrolled in Head Start and Early Head Start from July 1, 2027 - June 30, 2028.

These contracts complement the federal Head Start grant and Oakland Children's Initiative funds to sustain operations and enrich services.

The City of Oakland has a long history of successfully administering these contracts (CACFP - 54 years, CSPP - 18 years, CCTR - 8 years) with no audit, performance, or fiscal exceptions.

Approval of this request will ensure continued delivery of high-quality, comprehensive, and enriching early learning services for children birth-five and their families.

Approval by the Parent Policy Council and Advisory Board will allow the City Administrator to move forward with securing these critical funding streams in support of Oakland's Head Start and Early Head Start programs.

# City of Oakland

# Head Start

# Advisory Board

# FY 2026-27

# BYLAWS

## ARTICLE I

**Name**

The name shall be the Head Start Advisory Board of the City of Oakland, California, established by Motion of the City Council on November 28, 2000 and confirmed by Resolution No. 76996 C.M.S. passed on March 12, 2002; rescinded in May 20, 2014; and ordained by the Oakland City Council, by Resolution No. 13230, re-establishing the Head Start Advisory Board in Accordance with the City Charter Section 601.

## ARTICLE II

**Purpose**

The Head Start Advisory Board (HSAB) is created to assist the Oakland City Council in its Governance role for the Head Start Program. The HSAB is involved in all of the "must approve" items in the Head Start Performance Standards that require the approval of the City Council except Human Resource Management, which is the authority of the City Administrator and the City Personnel Department.

## ARTICLE III

**Functions and Duties**

Section 1. The functions and duties of the Head Start Advisory Board shall include providing advice and recommendations to the City Council (Board) about the Head Start program in the following areas:

**a.** The procedure for program planning, which describes how and when significant planning activities for the Head Start program occur.

**b.** The needs of Head Start eligible families and how those needs can be addressed within the mandates of the program.

**c.** The program's philosophy and multi-year goals and annual objectives.

**d.** The selection of any new delegate agencies to operate part of the program.

**e.** All funding applications for the Head Start program.

**f.** The composition of the Head Start Parent Policy Council and the procedures by which policy group members are chosen.

**g.** Procedures for hearing and resolving community feedback about the Head Start program.

**h.** Procedures that describe how the Advisory Board, Parent Policy Council and City Council (Board) will implement those activities that are shared functions between the Governing Body and Parent Policy Council as required by Head Start Performance Standards.

Section 2. In the performance of its duties, the Board shall:

**a.** participate in mandated planning activities in accord with the program calendar and planning procedure, Head Start funding guidance and regulations.

**b.** participate in the budget process for the Head Start program, including recommending the adoption of budgets that support the attainment of program goals and objectives, receiving regular reports on program expenditures and making recommendations for changes if appropriate.

**c.** work with staff to ensure that all activities are made publicly available and accessible.

Section 3. In addition to the functions and duties described in Sections 1. and 2. above, the HSAB shall perform the following:

**a.** The HSAB shall, in consultation with the City Administrator, establish rules and procedures for the conduct of its business. Such procedures shall include those required to maintain the Head Start program in good standing.

**b.** The HSAB shall submit regular, publicly-available reports and information (orally and/or in writing) to the City Council's Life Enrichment Committee, or any other committee designated as the liaison to the Board. The Board shall report on their recommendations for planning, general procedures, and for other major programmatic decisions; and, on the progress of the Head Start Program in meeting its stated goals and objectives. The frequency of reporting shall be based on the decision- making requirements of the governing body as

outlined in the HSAB planning procedures. These reports shall occur no less than semi- annually. Each year, the Board shall review the goals and objectives of the City Council to better integrate the activities of the Board with those of the City's overall activities.

**c.** The HSAB shall submit its recommendations for action on those Head Start items that require Council approval with sufficient time for meeting the time frames mandated by the Federal Government.

## ARTICLE IV

### Membership

Section 1. Composition

The HSAB shall be composed of at least 9 members appointed by the Mayor. Members of the HSAB must reside or conduct business in the City of Oakland and be directly involved in at least one of the following interests:

**a.** Public Education—knowledge of issues in early education and kindergarten-transition issues and services to children with disabilities.

**b.** Public Health—knowledge of issues and services in health, including general health, nutrition, mental health, and dental health.

**c.** Family Services—knowledge of issues relating to low-income families and general approaches to services for families.

**d.** Childcare/Child Development—knowledge of issues related to early care and education and transitions to focus on families involved in Welfare Reform.

**e.** Management and Administration—knowledge of business practices, budgeting and accountability systems.

**f.** Human Resources—knowledge of training, organizational structure and design.

**g.** State and Federal Government—knowledge of and relationship to State and Federal Officials representing the City of Oakland.

**h.** Head Start parent or alum (parent or guardian)--knowledge of the direct impact of Head Start as a parent or guardian of a current or former student OR as alum themselves.

Additional members may be added to represent other interests, with the approval of the City Council and with appropriate changes to City documents required to create such Boards.

Section 2 Terms

**a.** Members of the HSAB shall serve for a term of at least three calendar years. Board members may serve a maximum of four consecutive three-year terms.

**b.** A currently seated member may continue to serve on the Board until the Mayor and Life Enrichment Committee name a replacement. But in no event shall the member serve more than one year beyond the end of the member's term.

**c.** The City Council may reconsider its decision to create and maintain a Head Start Advisory Board, as a means of carrying out its governance responsibilities for the Head Start program. In the event it is determined that the Head Start Advisory Board will be disbanded, the terms of all members shall cease on the date determined by the City Council.

Section 3. Removal

**a.** To ensure the City's full compliance with Head Start requirements, the participation of Head Start Advisory Board members in the designated activities is essential. Attendance at regularly scheduled and special meetings of the Board will provide the involvement and deliberations needed to make sound decisions and recommendations about the City's Head Start program.

Removal by the Head Start Advisory Board

**b.** A member may be removed pursuant to Section 601 of the City Charter, for, among other things, a conviction of a felony, misconduct, incompetence, or inattention to or inability to perform duties. Absence from three consecutive regular meetings shall constitute cause for removal.

**c.** A proposal to remove a member may be considered at a regular or special meeting of the Board. The reasons for the proposed removal shall be clearly stated for the consideration of the membership. The Board member being considered for removal may request an opportunity to respond to the concerns raised by the Board. If a majority of those present vote for removal, the Board's recommendation shall be forwarded to the Life Enrichment Committee of the City Council with a request for a replacement member in the same category as that represented by the member proposed for removal.

**d.** The removal recommendation shall automatically take effect within 60 days from the date of the presentation to the Life Enrichment Committee, in the event that Committee takes no action on the proposal for removal.

Removal by the City Council

**e.** The City Council's Life Enrichment Committee has the discretion, by majority vote, to remove a member from the Head Start Advisory Board.

## ARTICLE V

### Officers

Section 1.

**a.** Each year at its first regular meeting in September the Board shall elect a chairperson and vice chairperson from among its members.

**b.** The Chairperson shall
1) preside at all meetings of the Board
2) oversee the activities of the Board
3) appoint all committee members to serve on standing and ad hoc committees
4) represent (or designate an alternate) the Board at meetings, public gatherings and other functions related to the Board and the Head Start program.
5) consult with staff in the preparation of meeting agenda
6) receive and review correspondence on behalf of the Board
7) serve as a liaison (Head Start/Early Head Start parent or guardian) with the Parent Policy Council

**c.** The Vice Chairperson shall
1) Serve as chair in the absence of the chairperson
2) Succeed to the office of the chairperson in the event the chair is no longer able or willing to serve.
3) Perform such duties as may be assigned by the chair or by the Board.

## ARTICLE VI

### Meetings

Section 1

**a.** All regular and special meetings of the Board will comply with the requirements of the Sunshine Ordinance and Brown Act. Minutes shall be

taken and maintained in official files for review upon request by interested parties.

**b.** Regular meetings of the Advisory Board shall be held at the time and place designated by the Board each year at its first meeting in September. In FY 24-25, meetings are currently held from 3:30-5:00pm, unless otherwise agreed upon and deemed necessary by the Advisory Board.

**c.** At the Advisory Board Meeting, in June of each year, the board will vote , Y/N, on whether the body will Recess in August of each year, in alignment with the Oakland City Council.

**d.** Meetings called for special purposes to meet critical deadlines and scheduled at a time and/or place different from regular meetings shall be designated special meetings.

**e.** A quorum shall consist of a majority (50 percent plus one) of currently filled positions on the Advisory Board for the purpose of conducting business. In cases when an Advisory Board Member has notified the board in advance of the need to take a temporary leave, the quorum requirement will be temporarily adjusted, based on the active Advisory Board Members seated. In the absence of a quorum, no information may be presented, and no official action shall be taken by the Board except to order a call of the Board, to reschedule the meeting, to recess, or to adjourn.

**f.** Persons wishing to address the Board must complete a speaker card for each agenda item they wish to speak on. Speaker cards shall not be required for teleconference meetings.

**g.** The Chair or presiding officer shall have the power to order removal from the meeting any person who commits the following acts:

1) Disorderly conduct that disrupts the due and orderly course of the meeting such as making noise, speaking out of turn, or otherwise refusing to comply with the Board's Bylaws and procedures;
2) A breach of the peace, boisterous conduct or violent disturbance, tending to interrupt the due and orderly course of the meeting; or
3) Disobedience of any lawful order of the Chair, which shall include, but not be limited to, an order to be seated.

## ARTICLE VII

**Committees**

Section 1.

**a.** The Board may from time to time establish ad hoc committees.

**b.** In order to expedite the work of the Board, the membership may agree to work jointly with Parent Policy Council (PPC) committees in the mandated activities prescribed in the Head Start Performance Standards as described in Article III.

~~**c.** Section 1. above.~~

## ARTICLE VIII

**Standards of Conduct**

Section 1.

**a.** Members of the Head Start Advisory Board are expected to maintain standards of behavior that avoid the perception of any wrongdoing. Specifically, Board members must adhere to the following standards while serving as members of the Board:

**i.** Board members will follow program confidentiality policies concerning information about children, families and staff and other Board members.

**ii.** Board members will neither solicit nor accept personal gratuities, favors or anything of monetary value for personal use from contractors or potential contractors with the Head Start program.

**iii.** Board members will not use their influence for personal gain. Travel and other activities that require the use of program funds in support of Board activities will be approved in formal proceedings of the Board and only when necessary and in support of program objectives. Funds may be used to support only those Board activities that enhance the operation of the Head Start program and are included in the budget approved by the Head Start Parent Policy Council and other appropriate approving authorities of the City.

**iv.** No one member may make decisions or recommendations on behalf of the Board without the express approval of the Board at a duly called meeting at which the decision or recommendation is discussed and voted on.

**v.** Board members must adhere to these Bylaws, the Head Start Act and Regulations, City ordinances and requirements. Procedures that describe shared governance in Head Start become operating procedures for the Board once they are adopted by the Board, the Parent Policy Council and the City Council Committee designated responsibility for the Board.

Failure to adhere to these Standards of Conduct may result in sanctions, including the recommendation for removal of any Board member.

## ARTICLE IX

**Governance Procedures**

Section 1.

**a.** The Head Start Advisory Board will adopt, and recommend to the City Council, procedures for implementing shared governance that include each of the enumerated responsibilities in Article III. Section 1 above. Those procedures shall be approved by the Head Start Parent Policy Council prior to being recommended to the City Council.

**b.** The Advisory Board may prescribe and enforce such general and specific rules and regulations as deemed necessary to the general operations and conduct of the Advisory Board.

**c.** Roberts Rules of Order shall be used as the guiding procedures for the conduct of Board activities.

## ARTICLE X

**Amendments**

Section 1.

**a.** These Bylaws shall be reviewed by the Advisory Board annually, or more frequently if deemed necessary.

**b.** Amendments to these Bylaws may be made by the City Council or by the Advisory Board, according to the following procedures:

**(1)** The Advisory Board may adopt amendments to these Bylaws at any regular meeting of the Advisory Board, by a majority of those present, provided that such proposed amendments have been provided to all Advisory Board members at least ten (10) days prior to the meeting.

**(2)** Adopted amendments shall be proposed to the City Council Life Enrichment Committee annually or as necessary.

**(3)** City Council, on its own initiative, may propose amendments to these Bylaws.

Chairperson Signature

Date

# HEAD START RULE WATCH

Three federal proposals now in motion. Together they form one governance agenda for executives and boards.

STATUS AS OF AUGUST 9, 2026 • PREPARED BY BREAKWATER ASSOCIATES LLC

**PROPOSED — NOT CURRENT REQUIREMENTS** Keep following the **current HSPPS and your award terms** until final rules and effective dates are issued. Nothing below authorizes a change in practice today.

**3**
**Federal proposals** in play at once — two Head Start–specific, one government-wide

**1,400+**
**Regulatory provisions** proposed for removal in the Head Start rewrite

**$2.1B**
ACF-estimated **annual future savings** from repealing the wage & benefit rule

**15% → 5%**
Proposed **administrative cost cap** in the Head Start rewrite — a 10-point cut

## THE REGULATORY CLOCK

COMMENT WINDOWS & EFFECTIVE DATES

- **JUN 11** — Wage/benefit comments closed
- **JUL 13** — OMB grant rule comments closed
- **AUG 9 — TODAY** — **Decision + readiness window is open**
- **OCT 1** — OMB target for FY2027 awards & amendments
- **OCT 6** — Head Start rewrite comments due

## 1 WORKFORCE: WAGES + BENEFITS

COMMENTS CLOSED 6/11

### WHAT THE RULE WOULD DELETE

Removes **45 CFR 1302.90(e)–(f)**, the 2024 compensation requirements:

- **Benefits by Aug. 1, 2028** — health coverage, paid leave, behavioral health supports, and access help for part-time staff.
- **Wages by Aug. 1, 2031** — pay scale, preschool comparability, a basic-cost-of-living salary, and HS/EHS comparability.

AT STAKE: Compensation | Retention | Benefits budget | Slot capacity

### WHY IT MATTERS

- Local programs would set their **own compensation and retention strategy**.
- ACF estimates **$2.1B** in annual future savings and models avoiding about **106,000 slot reductions.**

**Do not unwind existing commitments.** If finalized, effective 60 days after publication of the final rule.

## 2 HEAD START REWRITE: BROAD DEREGULATION

COMMENTS DUE 10/6 — ACT NOW

**SCOPE** Rescind current **Parts 1301–1305**, replace them with a streamlined **Part 1301**, and remove more than **1,400 regulatory provisions.**

### LESS FEDERAL PRESCRIPTION

- State/local rules become the baseline for **ratios, recurring background checks, transportation and discipline**; federal service-duration and expulsion guardrails would end.
- Detailed health and mental-health procedures and many nonstatutory staff qualifications would be removed; **parent committees become optional.**
- ERSEA is streamlined, but self-attestation and the housing-cost adjustment would end. **Governing Body and Policy Council duties remain.**

### NEW OR CHANGED REQUIREMENTS

- Administrative cap falls from **15% to 5%**; an HHS waiver may be requested.
- Education **in English**, with a Tribal heritage exception; **30 minutes of physical activity per 3.5 hours**, outdoors when weather permits.
- Stronger whole-food nutrition emphasis; new **healthy-marriage education** and **father-engagement** requirements.
- Classroom quality remains in DRS, but **CLASS: Pre-K** and fixed thresholds would no longer be locked in regulation.

**Executive takeaway:** Discretion — and risk — shift to the recipient. The Head Start Act, state law, civil rights, monitoring, audit and child-safety duties all remain.

## 3 OMB: GOVERNMENT-WIDE GRANT RULES

TARGET: OCT. 1

**SCOPE** Turn the Uniform Guidance into the **Uniform Grants Regulation** with direct regulatory effect. HHS is participating.

### MORE DOCUMENTATION + OVERSIGHT

- Brief **written justification with every draw** or payment request; Treasury Do Not Pay screening.
- SAM.gov subaward reporting; classify every downstream relationship, including affiliates; proposed reputation-related subrecipient duty.
- Senior appointees review discretionary selections for law, agency priorities and national interest; broader suspension/termination after award.
- **Fixed amount awards and subawards would end** unless authorized by statute.

### COST + POLICY GUARDRAILS

- Express or prior approval for **conferences, fundraising, memberships and subscriptions**; marketing must be necessary and in the award.
- Funding-use restrictions cover defined DEI activities, "gender ideology," and specified transition-related services for minors; prohibited use could be a **material breach.**
- This NPRM does **not** change negotiated indirect cost rates.

Comments closed July 13. OMB aims for **Oct. 1, 2026**, for FY2027 awards and amendments — **tighten financial and subrecipient controls now.**

# LEADERSHIP READINESS AGENDA

Translate regulatory uncertainty into disciplined decisions, documented controls and active board oversight.



## THE STRATEGIC TENSION — READ BOTH DIRECTIONS AT ONCE

### ↓ LESS FEDERAL PRESCRIPTION

Over **service delivery**: ratios, group size, service duration, health procedures, discipline, staff qualifications and family-engagement structure move toward state, local and local-choice control.

**BUT THESE STILL BIND YOU**

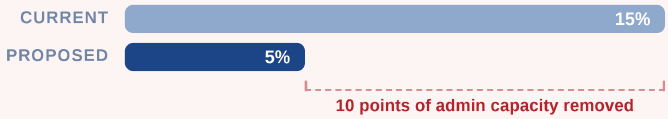
**The Head Start Act · State and local law · Civil rights law · Your award terms · Monitoring, audit and child-safety duties**

VS

### ↑ MORE FEDERAL CONTROL

Over **grants and money**: draw-by-draw justification, prior approvals, subrecipient classification and reporting, and restricted uses — while the Head Start rewrite separately tightens the administrative cost cap.

**ADMINISTRATIVE COST CAP — HEAD START REWRITE**




## SIX PRIORITIES for executives + boards, in sequence

**1 Stay on current requirements**
No proposal gives permission to change ratios, hours, benefits, mental-health services, discipline or grant controls today.

**2 Model three operating scenarios**
Compare current rules; wage/benefit repeal only; and the full Head Start rewrite plus the OMB grant rule.

**3 Set a local quality and safety floor**
Decide what you will retain even if no longer federally prescribed: ratios, duration, discipline, background renewals, health and mental health, and language practices.

**4 Map every state and local baseline**
Build a service-area crosswalk for licensing, ratios, transportation, discipline, qualifications and background checks. Flag where state rules are silent or weaker.

**5 Stress-test the 5% administrative cap**
Calculate the current rate and gap; validate cost classification; assess shared services, small-program impact, waiver evidence and a phased transition.

**6 Upgrade award and subrecipient controls**
Prepare draw narratives, cost preapprovals, SAM reporting, entity classification, subrecipient terms, restricted-activity review and termination-risk documentation.

## BOARD OVERSIGHT DASHBOARD

| DOMAIN | MEASURE / QUESTION |
|---|---|
| FINANCIAL | Current admin %; dollar gap to 5%; waiver exposure; indirect-cost assumptions. |
| WORKFORCE | Vacancy and turnover; market pay; benefits already promised; slots supported. |
| SERVICE + QUALITY | Hours and days; ratios; discipline events; CLASS trend; gap to the state minimum. |
| CHILD + FAMILY | Health and mental-health access; incidents; language access; IDEA referrals. |
| GRANT INTEGRITY | Draw support; prior approvals; SAM reporting; subrecipient findings. |
| READINESS | Crosswalk complete? Named owners? Final-rule change control approved? |

## DEREGULATION: WHAT WOULD CHANGE

- **Program design** — federal ratios, group size, center service duration, space rules and some caseload limits would be removed; state and local rules often become the floor.
- **Health** — detailed timelines and procedures would shrink, including monthly mental-health consultation, the advisory committee and daily toothbrushing. Statutory screening duties remain, with more local discretion.
- **Family + governance** — parent committees become optional and family-engagement structure is simplified; Governing Body and Policy Council duties in the Act remain.
- **Safety + accountability** — recurring federal background checks, transportation detail and expulsion guardrails would be reduced. A new 5% administrative cap would apply, and CLASS thresholds would leave the regulation.

## A DELETED RULE IS NOT ALWAYS A DELETED DUTY

**OHS's proposed strategy:** delete regulatory language it views as duplicating the Head Start Act, then rely on the Act itself as the requirement. But the Act largely directs the HHS Secretary — and expressly requires the Secretary to establish and modify program performance standards **by regulation.** Regulations have been the operating playbook; using the Act alone shifts interpretation, and risk, to recipients.

**IF** A regulation disappears → **THEN TRACE IT TO** Six surviving sources of duty → **BEFORE** Changing any practice

- The Head Start Act
- Civil rights law
- Other federal rules
- State and local law
- Your award terms
- Monitoring, audit & child safety

**BOARD QUESTION**

**If a regulation disappears, who decides what compliance with the Act requires — and how will we document that decision?**

**Sources:** Federal Register 2026-09383 (wages & benefits); 2026-16134 (Head Start rewrite); 2026-10817 (OMB uniform grants); Head Start Act sec. 641A. Status and dates current as of Aug. 9, 2026.

# City of Oakland

Administrative Instruction #6805

US Immigration and Customs Enforcement

**If ICE enters a City facility or approaches an employee.**

- Employees: Contact the Department Person in Charge
- If you are in the field: Contact your supervisor.
- Person in Charge: Contact the Department Director
- Director: Contact City Administrator through Employee Phone line - 510-929-5221
- City Administrator: Contact City Attorney's Office
- Department Rep: Contact ACILEP with information - Alameda County Immigration Legal Education Partnership (510) 241-4011

**What you can do :**

- information is imperative observe and document what you see,
- Stay calm. Consider your personal safety and the safety of others.
- Do not impede in an investigation.
- Do not respond with physical contact, vulgar language, or false information.

**ICE Policy Employee Phone line - 510-929-5221**

**ACILEP (Alameda County Rapid Response)**

**510-241-4011**



Early Childhood Knowledge and Learning Center

# Enrollment Reductions | HeadStart.gov

headstart.gov/policy/im/acf-ohs-im-26-01

August 5, 2026

## Enrollment Reductions
## ACF-OHS-IM-26-01

U.S. (United States) Department
of Health and Human Services

ACF
Administration for Children and Families

1. Log Number: ACF-OHS-IM-26-01
2. Issuance Date: 08/06/2026
3. Originating Office: Office of Head Start
4. Key Words: Enrollment Requirements

## Information Memorandum

To: All non-Tribal Head Start Grant Recipients

Subject: Enrollment Reductions

Information:
This Information Memorandum (IM) is intended to support timely and consistent decision-making while preserving the availability of Head Start Preschool (HSP) and Early Head Start (EHS) enrollment slots. The Head Start Act allows programs to propose a reduction of their funded enrollment to maintain quality services (Section 640(g)(3)).

In recent years, the Office of Head Start (OHS) received a substantial increase in Change in Scope requests for enrollment reductions. The volume of submissions has contributed to prolonged review times.

This IM establishes a clearer review process and identifies the information non-Tribal grant recipients should submit. OHS will use these standards to evaluate and approve or deny Change in Scope requests for enrollment reductions in a timely, consistent, and transparent

manner. While grant recipients may submit Change in Scope requests for a variety of purposes this IM only addresses requests for enrollment reductions for non-Tribal grantees. This IM does not address conversion of HSP slots to EHS slots and encourages grantees to communicate with OHS for the most up to date guidance on submission guidelines for these requests.

**Background**

The Trump Administration is committed to ensuring that children and families have access to high-quality child care and early learning services. Consistent with congressional appropriations, the Administration supports maximizing the availability, effectiveness, and efficiency of Head Start agencies.

Actions taken during the previous administration contributed to the largest reduction in the number of HSP and EHS slots available to children and families in the history of the United States. This reduction occurred primarily through two mechanisms:

1. In 2024, the final rule titled *Supporting the Head Start Workforce and Consistent Quality Programming* (89 FR 67720) imposed mandatory compensation-related requirements. The rule was estimated to place more than 100,000 Head Start slots at risk nationally, including approximately 84,000 HSP slots and 22,000 EHS slots.
2. Change in Scope requests increased substantially from FY2022 to FY2024, with many requests proposing reductions in funded enrollment (Figure 1). ACF received 746 requests for reductions in enrollment in FY2024 as compared to just 39 in FY2021, an increase of over 1,800 percent. A recent Assistant Secretary for Planning and Evaluation (ASPE) report[1] found that these actions between FY2022 and FY2024 resulted in the elimination of more than 97,000 slots.

Together, these developments contributed to a reduction in access to Head Start services at a rate unprecedented in the program's 61-year history (Figure 2).

Change in Scope requests can be necessary to protect program quality, financial stability, and long-term viability. However, requests that would reduce enrollment should be evaluated carefully to ensure that grant recipients continue to address demonstrated community needs and preserve access for eligible children and families.

This memorandum is intended to balance those objectives by establishing a consistent process for evaluating program viability, community need, service quality, and the effect of proposed changes on the availability of HSP and EHS slots.

**Figure 1. Head Start Change in Scope Requests (2021-2026)**

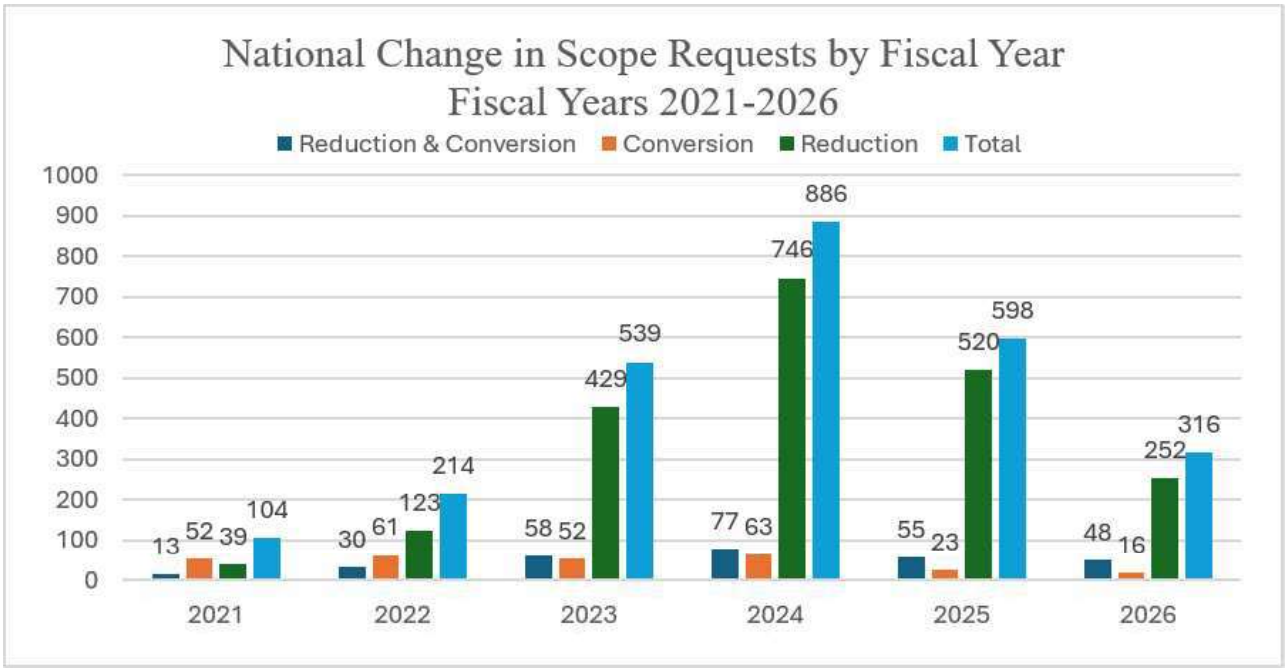
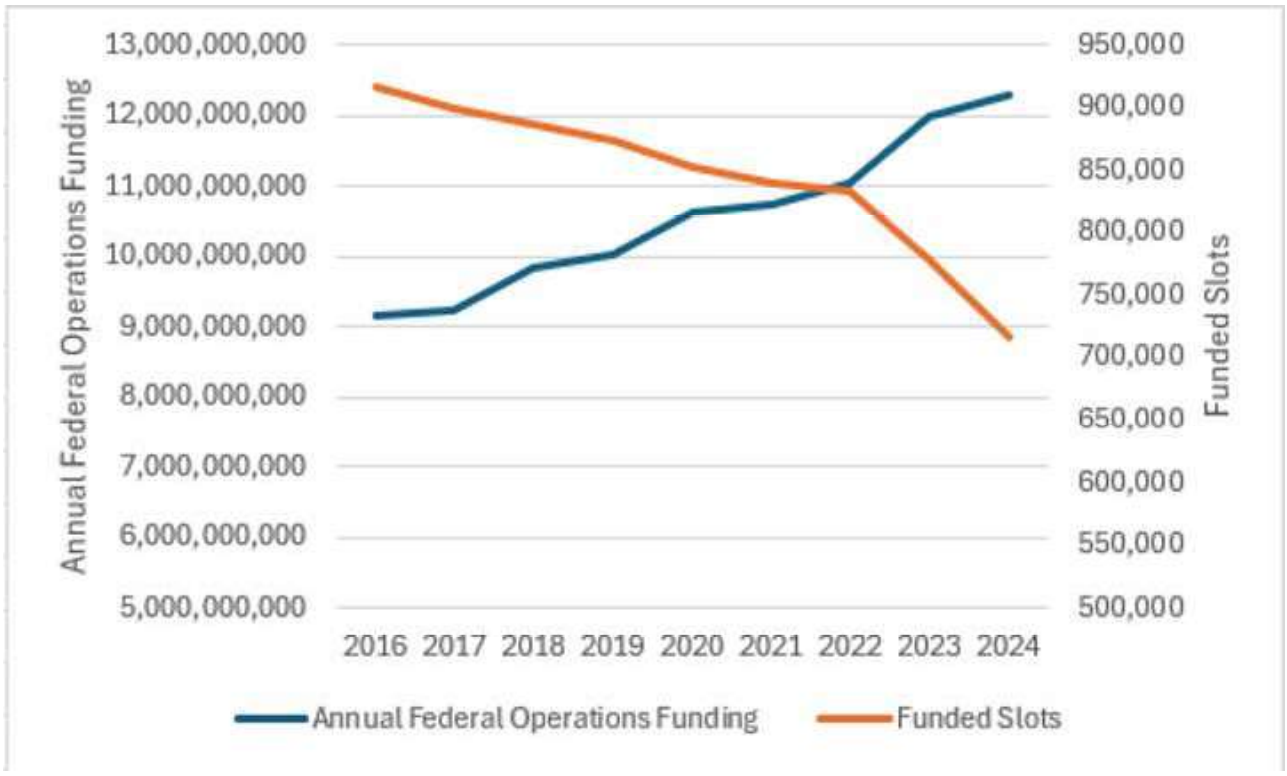



**Figure 2. Head Start Funded Slots vs. Annual Operations Funding (FY 2016-2024)**




### Grant Recipient Application Review Pathway for Change in Scope Requests

To help ensure that Head Start agencies continue to meet community needs, ACF will use either an expedited or comprehensive review pathway for select Change in Scope requests. The two pathways are explained below and in Figure 3.

#### *Proposed Enrollment Reductions*

A request that pairs a reduction in funded enrollment ***with*** a proportional reduction in federal funding will receive expedited consideration with an intended timeline of no more than 30 days.

A request that proposes a reduction in funded enrollment ***without*** a proportional reduction in federal funding will undergo comprehensive review.

**Documentation Requirements**

All Change in Scope requests should be submitted, at a minimum, 90 days before planned implementation. The application is submitted via the Head Start Enterprise System (HSES) as an Amendment: change in scope. The application must include the following documents:

- SF-424
- SF-424A
- Governing board and Policy Council approvals
- Program narrative
- Budget narrative
- Proposed program schedule
- Supporting documents

All applications must address the key requirements in the Enrollment Reduction and Conversion Considerations Appendix.

**Comprehensive Reviews**

Grant recipients subject to comprehensive review should submit the following additional documentation addressing community need and community support.

1. ***Community Needs Assessment***

A clear demonstration of community need is essential to the review of a Change in Scope request. The grant recipient should provide a concise explanation of why the proposed change is in the best interests of the community and how it is responsive to identified community needs.

The grant recipient should also include a cover sheet as the first page of its submission. The cover sheet should provide the following information:

- The number of current funded slots, the number of proposed funded slots following the Change in Scope request, and the resulting percentage change.
- The current budget, the proposed budget following the Change in Scope request, and the resulting percentage change.

- The current per-slot funding and the proposed per-slot funding (federal funding only) following the Change in Scope request and how this compares to the ASPE-reported state-specific medians.
- The estimated number of children in the community who are within the applicable age range and need care.
- The estimated number of children in the community who are eligible for Head Start services.
- The number of children on the program's waiting list.
- An attestation that the proposed action will not create barriers for parents or children, including an inability to locate or obtain child care services.
- All other information as required by Sec. 645(a)(5)(A) of the Head Start Act.

The documentation should explain the data sources, assumptions, and methodology used to develop each estimate. Grant recipients should submit the most recent reliable data available.

2. ***Demonstration of Community Support***

Evidence of community support is also essential to the comprehensive review process. Grant recipients should include letters or other written evidence demonstrating support for the proposed change from relevant community stakeholders.

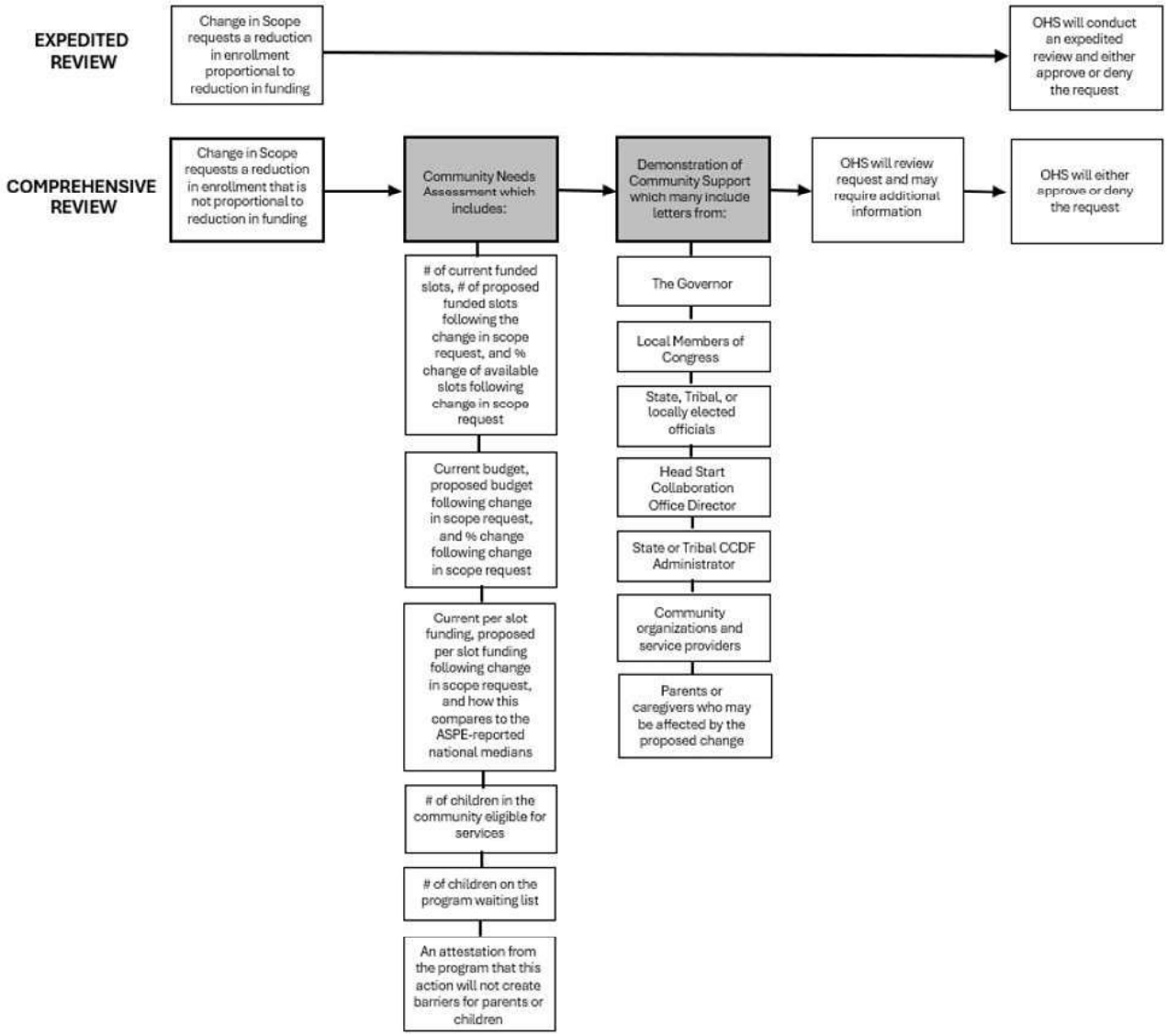
Relevant stakeholders may include:

- The Governor.
- Members of Congress representing the affected service area.
- State, Tribal, or locally elected officials.
- The Head Start Collaboration Office Director.
- The State or Tribal Child Care and Development Fund (CCDF) administrator.
- Community organizations and service providers.
- Parents or caregivers who may be affected by the proposed change.

This list is illustrative and not exhaustive. OHS may consider other written statements or documentation that demonstrate community support or assist OHS in assessing the likely effects of the request.

Letters and other supporting materials should identify the stakeholder's relationship to the affected community, indicate whether the stakeholder supports or opposes the proposed change, and explain the basis for that position. Letters should also include an acknowledgment of the percent change in slots, budget, and per-slot spending.

**Figure 3. Review Pathway for Proposed Reductions in Funded Enrollment**




### OHS Review and Determination

OHS may request additional information when a submission is incomplete or when additional documentation is necessary to evaluate the effects of the proposed change. In reviewing a request, OHS may consider:

- The completeness and reliability of the information submitted.
- The extent to which the proposal addresses demonstrated community needs.
- The effect of the proposal on eligible children and families.
- The availability of alternative child care and early learning services.
- The grant recipient's financial and operational viability.
- The level of community support for the proposed change.
- The grant recipient's compliance and performance history.
- Any other information relevant to protecting access to HSP and EHS services and ensuring responsible stewardship of federal funds.

An expedited review does not guarantee approval. All Change in Scope requests remain subject to applicable statutory, regulatory, programmatic, and grants-management requirements.

OHS will provide the grant recipient with written notice of its determination.

Thank you for the work you do on behalf of children and families.

Sincerely,

/Lizbeth Casco White /

Lizbeth Casco White
Director
Office of Head Start

[1] Schreier, A., Benton, A. (2026). Increases in Head Start Change in Scope Requests from FY21 to FY24 Have Resulted in the Largest Reduction of Funded Slots in the History of Head Start. ASPE. https://aspe.hhs.gov/reports/head-start-change-scope

Last Updated: August 25, 2026

Department of Health and Human Services

Administration for Children and Families

# Notice of Award

Award# 09CH013592-01-00
FAIN# 09CH013592
Federal Award Date: 05/26/2026

## Recipient Information

**1. Recipient Name**
CITY OF OAKLAND
150 Frank H Ogawa Plz STE 6353
Oakland, CA 94612-2098
--

**2. Congressional District of Recipient**
12

**3. Payment System Identifier (ID)**
1946000384A1

**4. Employer Identification Number (EIN)**
946000384

**5. Data Universal Numbering System (DUNS)**

**6. Recipient's Unique Entity Identifier (UEI)**
GBDMTM5J75R6

**7. Project Director or Principal Investigator**
Ms. Lea Lakes
Interim Director, Human Services Dept
LLakes@oaklandca.gov
5102383121

**8. Authorized Official**
Mr. Jestin Johnson
Board Chair
jdjohnson@oaklandca.gov
5102383301

**Federal Agency Information**
ACF/OHS Region IX Grants Office

**9. Awarding Agency Contact Information**
Ms. Jessica Burnham
Grants Management Specialist
jessica.burnham@acf.hhs.gov
816-426-2279

**10.Program Official Contact Information**
Ms. Sandra Carton
Regional Program Director
Sandra.Carton@acf.hhs.gov
202-205-8397

## Federal Award Information

**11. Award Number**
09CH013592-01-00

**12. Unique Federal Award Identification Number (FAIN)**
09CH013592

**13. Statutory Authority**
42 USC 9801 ET SEQ

**14. Federal Award Project Title**
Head Start and Early Head Start

**15. Assistance Listing Number**
93.600

**16. Assistance Listing Program Title**
Head Start

**17. Award Action Type**
New

**18. Is the Award R&D?**
No

## Summary Federal Award Financial Information

| | | |
|---|---|---|
| **19.** | **Budget Period Start Date** 07/01/2026 **- End Date** 06/30/2027 | |
| **20.** | **Total Amount of Federal Funds Obligated by this Action** | $13,883,489.00 |
| | 20a. Direct Cost Amount | $12,989,631.00 |
| | 20b. Indirect Cost Amount | $893,858.00 |
| **21.** | Authorized Carryover | $0.00 |
| **22.** | Offset | $0.00 |
| **23.** | Total Amount of Federal Funds Obligated this budget period | $0.00 |
| **24.** | **Total Approved Cost Sharing or Matching, where applicable** | $3,470,876.00 |
| **25.** | **Total Federal and Non-Federal Approved this Budget Period** | $17,354,365.00 |
| **26.** | **Period of Performance Start Date** 07/01/2026 **- End Date** 06/30/2031 | |
| **27.** | Total Amount of the Federal Award including Approved Cost Sharing or Matching this Period of Performance | $17,354,365.00 |

**28. Authorized Treatment of Program Income**
ADDITIONAL COSTS

**29. Grants Management Officer – Signature**
Mrs. Jessica Cawthorn
Grants Management Officer

## 30. Remarks

Department of Health and Human Services

Administration for Children and Families

# Notice of Award

Award# 09CH013592-01-00
FAIN# 09CH013592
Federal Award Date: 05/26/2026

## Recipient Information

**Recipient Name**
CITY OF OAKLAND
150 Frank H Ogawa Plz STE 6353
Oakland, CA 94612-2098
--

**Congressional District of Recipient**
12

**Payment Account Number and Type**
1946000384A1

**Employer Identification Number (EIN) Data**
946000384

**Universal Numbering System (DUNS)**

**Recipient's Unique Entity Identifier (UEI)**
GBDMTM5J75R6

**31. Assistance Type**
Discretionary Grant

**32. Type of Award**
Service

**33. Approved Budget**
(Excludes Direct Assistance)

I. Financial Assistance from the Federal Awarding Agency Only
II. Total project costs including grant funds and all other financial participation

| | |
|---|---|
| a. Salaries and Wages | $5,690,531.00 |
| b. Fringe Benefits | $3,843,934.00 |
| c. Total Personnel Costs | $9,534,465.00 |
| d. Equipment | $0.00 |
| e. Supplies | $113,405.00 |
| f. Travel | $41,500.00 |
| g. Construction | $0.00 |
| h. Other | $638,544.00 |
| i. Contractual | $2,661,717.00 |
| j. TOTAL DIRECT COSTS | $12,989,631.00 |
| k. INDIRECT COSTS | $893,858.00 |
| l. TOTAL APPROVED BUDGET | $13,883,489.00 |
| m. Federal Share | $13,883,489.00 |
| n. Non-Federal Share | $3,470,876.00 |

**34. Accounting Classification Codes**

| FY-ACCOUNT NO. | DOCUMENT NO. | ADMINISTRATIVE CODE | OBJECT CLASS | ASSISTANCE LISTING | AMT ACTION FINANCIAL ASSISTANCE | APPROPRIATION |
|---|---|---|---|---|---|---|
| 6-G884122 | 09CH01359201 | ACFOHS | 41.51 | 93.600 | $13,697,859.00 | 75-26-1536 |
| 6-G884120 | 09CH01359201 | ACFOHS | 41.51 | 93.600 | $66,752.00 | 75-26-1536 |
| 6-G884121 | 09CH01359201 | ACFOHS | 41.51 | 93.600 | $118,878.00 | 75-26-1536 |

**35. Terms And Conditions**

## Terms and Conditions

1. STANDARD TERMS

This award is subject to the requirements listed in the terms and conditions. The use of Federal funds from this award constitutes the grantee's acceptance of the listed terms and conditions. The electronic copy of Award Terms and Conditions to support this program can be found on the website at:

https://acf.gov/grants/manage-grant/grant-award/award-terms.

AWARD CONDITIONS

**Required Alignment with ACF Vision, Mission, Values, Priorities and Guiding Principles**

The recipient of this award must implement any funds awarded under this NOA to effectuate program goals or agency priorities in accordance with the ACF's vision, mission, values, priorities, & guiding principles (**https://acf.gov/about/acf-vision-mission-values**) when authorized. Funded activities must advance ACF's vision of resilient, safe, healthy, and economically secure children, youth, families, and communities, and support ACF's mission to foster health and well-being through effective, accountable, and compassionate human services when awarded in any programs that authorize these priorities.

Consistent with ACF's values, in carrying out any project that is funded under this NOA, the recipient is required to adhere to the following principle:

**Program Integrity and Fiscal Stewardship**: Administer funds in accordance with all applicable federal statutes, regulations, and award conditions; maintain strong internal controls; and prevent waste, fraud, and abuse.

The recipient is also required to adhere to the following principles when consistent with the authority and scope of the award and its activities:

1. **Evidence-Based and Outcome-Focused Practices**: Design and deliver services using evidence-based or evidence-informed approaches, establish measurable performance goals, and use data to monitor outcomes and drive continuous improvement.

2. **Partnership and Local Leadership**: Coordinate with state, tribal, territorial, local, and community partners, as appropriate, and tailor services to meet community-identified needs while respecting local decision-making authority.

In addition, in keeping with ACF's priorities, the recipient must administer any project that is awarded under this NOA in accordance with the following objectives when consistent with the scope of the award and its activities in programs that are authorized to advance them:

3. **Family Stability and Child Well-Being**: Strengthen families, promote safe and stable home environments, and improve outcomes for children and youth through prevention-focused and developmentally appropriate services.

4. **Work, Self-Sufficiency, and Economic Mobility**: Support pathways to employment, job retention, and economic independence for individuals and families, including through workforce development, education, and supportive services.

5. **High-Quality Early Care and Learning**: Where applicable, invest in high-quality early childhood programs that support school readiness, healthy development, and long-term success.

The recipient must demonstrate ongoing compliance with these values and priorities, in all programs that are authorized to advance them, through program design, implementation, reporting, and evaluation. Failure to meaningfully align funded activities with the applicable requirements may result in corrective action, additional reporting requirements, or other enforcement actions consistent with federal grant regulations found at 2 C.F.R. Part 200 and the terms and conditions of this award.

2. **SUPPLEMENTAL TERMS and CONDITIONS**

Federal awards are subject to legally binding requirements called terms and conditions (T&Cs). The Award Terms and Conditions apply to all discretionary programs: https://www.acf.hhs.gov/grants/manage-grant/grant-award#terms. These Supplemental Terms and Conditions are additional requirements applicable to the program named below.

The recipient must actively manage its award and adhere to all applicable requirements. For more information about grants management activities and resources for recipients throughout the award lifecycle, see Managing Your ACF Grant Award at https://www.acf.hhs.gov/grants/manage-grant

**Administration for Children and Families**

**Office of Head Start**

**Head Start**

Assistance Listing No. 93.600

**APPLICABLE LEGISLATION, STATUTE, REGULATIONS**

1. The administration of this program is authorized under the Head Start Act, as amended by the Improving Head Start for School Readiness Act of 2007, Public Law 110-134 at https://headstart.gov/policy/head-start-act

2. The program is codified at 42 U.S.C. 9801 et seq at https://headstart.gov/policy/head-start-act

3. Implementing program regulations are published as the Head Start Program Performance Standards at 45 CFR Parts 1301 to 1305, https://headstart.gov/policy/45-cfr-chap-xiii Additional program guidance is located on Head Start.gov, https://headstart.gov/. Recipients must act in compliance with the Program Instructions and Information Memoranda. For full text, go to https://headstart.gov/policy/pi and https://headstart.gov/policy/im

**COST SHARING OR MATCHING (NON-FEDERAL SHARE) OF PROGRAM FUNDING**

4. Recipients are required to meet a non-federal share of the project cost, in accordance with Section 640(b) of the Head Start Act, 42 U.S.C. § 9835(b). Recipients must provide at least 20 percent of the total approved cost of the project. The total approved cost of the project is the sum of the ACF (federal) share and the non-federal share. The non-federal share may be met by cash or in-kind contributions. Any shared costs or matching funds and all contributions, including cash and thirdparty in-kind contributions, must be accepted as part of the recipient's cost-sharing or matching when such contributions meet all

criteria listed in 2 CFR § 200.306.

a. The responsible HHS official may approve a waiver of all or a portion of the non-federal match requirement based on a recipient's written application submitted for the budget period and any supporting evidence the responsible HHS official requires. In deciding whether to grant a waiver, the responsible HHS official will consider the circumstances specified at section 640(b) of the Act and whether the recipient made a reasonable effort to comply with the non-federal match requirement.

**FINANCIAL REPORTING**

5. The OMB approved Financial Reporting form for this program is the Federal Financial Reports (SF425). This form must be submitted in the Payment Management System (PMS) as described in ACFPI-OHS-24-01: https://headstart.gov/policy/pi/acf-pi-ohs-24-01.

a. PMS SF-425 Information: https://pms.psc.gov/grant-recipients/ffr-updates.html

b. For support using PMS, contact your PMS Liaison Accountant: https://pms.psc.gov/findpms-liaison-accountant.html

c. Post-Award Reporting Forms and Instructions: https://www.grants.gov/forms/forms-repository/post-award-reporting-forms

6. Obligation Deadline: Funds must be obligated within the budget period established by the Notice of Award (NoA) on Line 19. If funds cannot be obligated within the established budget period, recipients may apply to carryover the balance or for a no-cost extension, as applicable, in Head Start Enterprise System (HSES) applications. Applications for a carryover balance should be initiated once the actual unobligated balance is known (generally during the period allowed for preparation and submission of the annual Federal Financial Report). Applications for a no-cost extension must be submitted at least 10 calendar days before the end of the period of performance of the award.

**PROGRAM REPORTING**

7. The OMB approved Program Report form for this program is the Head Start Program Information Report (PIR, OMB Control No. 0970-0427). All grant recipients and sub-recipients are required to submit a PIR for Head Start and Early Head Start programs annually. PIR submissions are only accepted electronically using the Head Start Enterprise System (HSES).

a. PIR guidance, reference materials, change highlights and frequently asked questions are available at: https://headstart.gov/program-data/article/program-information-report-pir.

b. For assistance and/or support contact the HSES help desk at help@hsesinfo.org

**PROPERTY REPORTING**

8. This award is subject to the Property Reporting.

The OMB approved property reporting is the following:

a. Real Property Reports (SF-429s). The SF-429 Real Property forms are applicable to this program and must be submitted as described in ACF-PI-HS-17-03: https://headstart.gov/policy/pi/acf-pi-hs-17-03.

i. For assistance accessing the SF-429: https://stage-home.grantsolutions.gov/home/recipientoldc-

training-resources/ ii. For assistance completing the SF-429s, please contact OGMRealProperty429@acf.hhs.gov

ii. For assistance completing the SF-429s, please contact OGMRealProperty429@acf.hhs.gov

b. Tangible Property Report (SF-428s). The SF-428-B Tangible Personal Property Report -Final Report must be submitted as described in ACF-PI-OHS-24-01: https://headstart.gov/policy/pi/acf-pi-ohs-24-01. The SF-428-C Tangible Personal Property Report – Disposition Request/Report must be submitted as described in the Tangible Personal Property Guidance: https://www.acf.hhs.gov/grants/manage-grant/property/tangible-property

i. The fillable SF-428 forms must be completed and uploaded in the Grant Notes section of GS. The Category Type of the Grant Note is Tangible Personal Property Report (SF-428).

ii. Downloadable version of fillable SF-428: https://www.grants.gov/forms/formsrepository/post-award-reporting-forms

iii. GS User Guide: Grant Notes: Microsoft Word - User Guide Recipient Grants List and Details GRANTS LIST .docx (grantsolutions.gov) and Quick Sheet: Grant Notes (grantsolutions.gov)

**EFFECTIVE PERIOD**

9. These program-specific Supplemental Terms and Conditions are effective on the date shown in the margin at the bottom of the page and will remain in effect until updated. They will be updated and reissued only as needed whenever a new program-specific statute, regulation or other requirement is enacted or whenever any of the applicable existing Federal statutes, regulations, policies, procedures or restrictions is amended, revised, altered, or repealed

**POINTS OF CONTACT**

10. Points of contact for additional information or questions concerning either the operation of the program or related financial matters can be found in the Head Start Enterprise System (HSES).

**UNIQUE ENTITY IDENTIFIER (UEI) NOTICE**

11. All applicants and recipients must have an active System for Award Management (SAM) registration and UEI issued. ACF recommends that organizations start the renewal process at least 30 days prior to expiration to avoid delays in federal funding. Entities can search for help at Federal Service Desk (FSD) any time or request help from an FSD agent Monday–Friday 8 a.m. to 8 p.m. ET at https://www.fsd.gov/gsafsd_sp This award is subject to requirements as set forth in 2 CFR 25.110

# AWARD ATTACHMENTS

CITY OF OAKLAND 09CH013592-01-00

1. 09CH013592-01 NCN Remarks

**30. REMARKS (Continued from previous page)**

Under Section 638 of the Head Start Act, this action awards CITY OF OAKLAND OFFICE OF HEALTH & HUMAN SERVICES funds for the budget period of 07/01/2026-06/30/2027 within the project period of 07/01/2026-06/30/2031 for the operation of a Head Start Preschool and Early Head Start program in the designated service area(s).

The annual levels for this period are $5,845,880 for Head Start Preschool operations; $7,765,547 for Early Head Start operations; $66,752 for Head Start Preschool training and technical assistance; and $118,878 for Early Head Start training and technical assistance.

This award includes a Cost-of-Living Adjustment (COLA) of **0.635 percent** through funds authorized under the Consolidated Appropriations Act, 2026 (P.L. 119-75). The adjustment is applied to Fiscal Year 2026 Head Start/Early Head Start base funding levels and added proportionately to all Budgeted Object Class Categories.

In accordance with the Head Start Act, these funds must be used to increase compensation proportionate to the COLA, including salaries and wages, and fringe benefits for all applicable Head Start (including Early Head Start and EHS-Child Care Partnership) staff. In addition, a proportionate increase must be provided to delegate agencies and partners providing direct services. The COLA shall not be used for one-time bonuses or temporary salary supplements.

Any remaining amount following the applied 0.635 percent increase to Head Start compensation, and delegate agencies and partners, may be applied to other allowable operating costs applicable to the program.

Documentation demonstrating how the COLA was applied must be maintained and made available upon request.

Use of COLA funds for any purpose other than as described above requires submission of a budget revision amendment in the Head Start Enterprise System (HSES) within 30 days of the date of this award, including any "Significant Budget Changes" outlined in Section 3.1.2.2 of the HHS Grants Policy Statement (https://www.hhs.gov/sites/default/files/hhs-grants-policy-statement-oct-2025.pdf).

Head Start Preschool population: 292 children.
Designated Head Start Preschool service area(s): Alameda County, California: City of Oakland.
Approved program option(s) for the Head Start Preschool program: Center-based, Family Child Care, Home-based, Locally Designed Program.

Early Head Start population: 330 infants, toddlers, and pregnant women.
Designated Early Head Start service area(s): Alameda County, California: City of Oakland.
Approved program option(s) for the Early Head Start program: Center-based, Family Child Care,

Home-based, Locally Designed Program.

This grant is subject to the requirements included in Attachments 1 and 2.

This action approves the request to operate a Locally-Designed Program option (LDO) based on the provision at §1302.24(b)(2)(i) and (iii) to have two groups of 24 Head Start enrolled children with predominate age of four and two groups of ten of Early Head Start children having a predominate age of two. Operation of the LDO is approved for two Head Start classrooms (Sungate Head Start, San Antonio CDC Head Start) and two Early Head Start classrooms (San Antonio Park Early Head Start, and 85th Avenue Early Head Start) and is effective through June 30, 2031.The program must ensure all other minimums will be met. The full range of services, consistent with the Head Start Program Performance Standards must be delivered.

Continued operation of the LDO is contingent upon the effectiveness of the variation in supporting appropriate development and progress in children's early learning outcomes as demonstrated in the annual grant application, is subject to annual renewal, and may be revoked based on progress toward program goals as described in 1302.102 and monitoring as described in 1304.2.

## Attachment 1

**Recipient Organization: CITY OF OAKLAND OFFICE OF HEALTH & HUMAN SERVICES**

This grant is subject to Section 644(b) of the Head Start Act and 45 C.F.R. § 1303.5 limiting development and administrative costs to a maximum of 15 percent of the total costs of the program, including the non-federal match contribution of such costs. The requirements for the limitation of 15 percent for development and administrative costs apply to the budget period unless a waiver is approved. Any request for a waiver of the limitation on development and administrative costs that meets the conditions under 45 C.F.R. § 1303.5 must be submitted in advance of the end of the budget period. Any waiver request submitted after the expiration of the project period will not be considered.

The HHS Uniform Administrative Requirements (see 2 C.F.R. § 200.308(f)(2)) provide the authority to ACF to approve key staff of Head Start grant recipients. For the purposes of this grant, key staff is defined as the Head Start Director or person carrying out the duties of the Head Start Director if not under that title and the Chief Executive Officer, Executive Director and/or Chief Fiscal Officer if any of those positions is funded, either directly or through indirect cost recovery, more than 50 percent with Head Start funds.

Section 653 of the Head Start Act prohibits the use of any federal funds, including Head Start grant funds, to pay any portion of the compensation of an individual employed by a Head Start agency if that individual's compensation exceeds the rate payable for Level II of the Executive Schedule.

Prior written approval must be obtained for the purchase of equipment and other capital expenditures as described in 2 C.F.R. § 200.439(a). Prior written approval must also be obtained under 2 C.F.R. § 200.439(b)(3) and 45 C.F.R. Part 1303 Subpart E - Facilities to use Head Start grant funds for the initial or ongoing purchase, construction, and major renovation of facilities. No Head Start grant funds may be used toward the payment of one-time expenses, principal and interest for the acquisition, construction or major renovation of a facility without prior written approval of the Administration for Children and Families.

## Attachment 2

**Head Start grant recipients must comply with the terms and conditions for the project period award in the specified timeframes.**

***Health and Safety***

- Conduct a screening of the health and safety environment of each center and/or family childcare home where services are provided according to the following schedule, as applicable:
  - within 45 days of the start of the program or school year;
  - within 45 days of children receiving services in a new center and/or family childcare home; and/or
  - within 45 days of the start of the project period when the project period begins during the program or school year. See: https://headstart.gov/publication/health-safety-screener
- Complete a certification of compliance with all Office of Head Start (OHS) health and safety requirements within 75 days of the start of the program or school year, or within 75 days of the start of the project period when the project period begins during the program or school year.
- Submit the certification via the Head Start Enterprise System (HSES) under the Financials tab, NoA Conditions in the folder titled "Certification of Compliance with Health & Safety Requirements" and notify your Program and Grants Management Specialists of its availability in the Correspondence tab immediately thereafter.

***Governance***

- Conduct a screening of the organization's governance and leadership capacity within 60 calendar days of the start of the project period. See: https://headstart.gov/organizational-leadership/article/governance-leadership-oversight-capacity-screener
- Complete a certification that the governance and leadership capacity screening was conducted and a training plan was developed within 75 days of the start of the project period. See: https://headstart.gov/organizational-leadership/article/governance-leadership-oversight-capacity-screener-certification
- Submit the certification via in the Head Start Enterprise System (HSES) under the Financials tab, NoA Conditions in the folder titled "Certification of Governance and Leadership Capacity Screening" and notify your Program and Grants Management Specialists of its availability in the Correspondence tab immediately thereafter. See: https://headstart.gov/designation-renewal-system