



# **Community Services Bureau FY24-25 Head Start Program Annual Report**

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The Office of Head Start requires grantees to produce a publicly available report for each fiscal year, per Head Start Act 644(a)(2) and Head Start Program Performance Standards 1302.102(d)(2). This report serves that purpose, providing data for the Head Start program operated by Contra Costa County’s Employment and Human Service Department, Community Services Bureau for FY24-25. The tables include Head Start and Early Head Start combined data.

Table of Contents

Head Start Program Children & Families Served .....2

Head Start Program Medical & Dental Services .....3

Head Start Program Parent Involvement Activities.....4

Head Start Program Kindergarten Readiness.....5

Head Start Program Funding.....6

Head Start Program Budget Spending .....7

Head Start Program Financial Audit .....8

## Head Start Program Children & Families Served

Office of Head Start Reporting Requirement: The total number of children and families served, the average monthly enrollment (as a percentage of funded enrollment), and the percentage of eligible children served. Summary of community assessment findings.

**Table 1. Number of Children & Families Served**

|                | FY23-24       | FY24-25       |
|----------------|---------------|---------------|
|                | Number Served | Number Served |
| Children       | 1,546         | 1,637         |
| Pregnant Women | 51            | 69            |
| Families       | 1,489         | 1,563         |

Data from annual Program Information Report (PIR) submission to the Office of Head Start.

**Table 2. Average Monthly Enrollment**

|                 | FY23-24                       | FY24-25                       |
|-----------------|-------------------------------|-------------------------------|
|                 | Monthly Enrollment Percentage | Monthly Enrollment Percentage |
| July 2024       | 48%                           | 57%                           |
| August 2024     | 51%                           | 56%                           |
| September 2024  | 57%                           | 79%                           |
| October 2024    | 58%                           | 82%                           |
| November 2024   | 60%                           | 85%                           |
| December 2024   | 61%                           | 87%                           |
| January 2025    | 63%                           | 93%                           |
| February 2025   | 65%                           | 98%                           |
| March 2025      | 68%                           | 100%                          |
| April 2025      | 69%                           | 100%                          |
| May 2025        | 70%                           | 100%                          |
| June 2025       | 70%                           | 100%                          |
| Overall Average | 62%                           | 86%                           |

**Table 3. Percentage of Eligible Children Served**

|                                               | FY23-24               | FY24-25               |
|-----------------------------------------------|-----------------------|-----------------------|
|                                               | 0-5 Year Old Children | 0-5 Year Old Children |
| Number of income-eligible children in County* | 14,588                | 13,110                |
| Percentage of income-eligible children served | 11%                   | 12%                   |

\*The FY24-25 data are based on 2025-2029 Community Assessment, updated January 2025, prepared for Contra Costa County, Employment and Human Services Department, Community Services Bureau. Data are based on estimates from 2023 American Community Survey 5-Year Estimates. See original annual reports for prior year data sources.

## Head Start Program Medical & Dental Services

Office of Head Start Reporting Requirement: The percentage of enrolled children who received medical and dental exams. Summary of community assessment findings.

Table 4. Medical and Dental Exams

|                         | FY23-24                         | FY24-25                         |
|-------------------------|---------------------------------|---------------------------------|
|                         | Percentage of Enrolled Children | Percentage of Enrolled Children |
| Received a medical exam | 71%                             | 69%                             |
| Received a dental exam  | 59%*                            | 67%                             |

Data from annual Program Information Report (PIR) submission to the Office of Head Start.

\*The 2025-2029 Community Assessment, updated January 2025, prepared for Contra Costa County, Employment and Human Services Department, Community Services Bureau reported that 41% of low-income children ages 0-5 years old in Contra Costa County had visited a dentist. Data are based on the 2023 California County Scorecard of Children’s Wellbeing published by Children Now.

## Head Start Program Parent Involvement Activities

Office of Head Start Reporting Requirement: Information about parent involvement activities.

Table 5. Parent Involvement Activities

|                                                                              | FY23-24<br>Percentage of<br>Families | FY24-25<br>Percentage of<br>Families |
|------------------------------------------------------------------------------|--------------------------------------|--------------------------------------|
| Received at least one program service                                        | 76%                                  | 79%                                  |
| Received education on preventative medical and oral health                   | 52%                                  | 51%                                  |
| Participated in discussions on their child's assessment results and progress | 60%                                  | 65%                                  |

Data from annual Program Information Report (PIR) submission to the Office of Head Start.

## Head Start Program Kindergarten Readiness

Office of Head Start Reporting Requirement: The agency's efforts to prepare children for kindergarten.

We assess children's kindergarten readiness using the Desired Results Developmental Profile (DRDP), which is designed for use with all children from early infancy through kindergarten entry.<sup>1</sup> We review results from the previous year to establish a goal for each of the four age groups (i.e., infants, toddlers, preschool children, and pre-kindergarten children) and then assess their progress three times during the year. We provide the goals, baseline results, and year-end results in the tables below.

**Table 6. School Readiness Results – Infants**

|                                 | Goal for June 2025 | Baseline Results | Year-End Results |
|---------------------------------|--------------------|------------------|------------------|
| Physical Development & Health   | 80%                | 81%              | 91%              |
| Language & Literacy Development | 80%                | 78%              | 84%              |
| Approaches to Learning          | 80%                | 74%              | 88%              |
| Social & Emotional Development  | 80%                | 84%              | 88%              |
| Cognition Including Math        | 80%                | 79%              | 90%              |

**Table 7. School Readiness Results – Toddlers**

|                                 | Goal for June 2025 | Baseline Results | Year-End Results |
|---------------------------------|--------------------|------------------|------------------|
| Physical Development & Health   | 80%                | 77%              | 95%              |
| Language & Literacy Development | 80%                | 36%              | 83%              |
| Approaches to Learning          | 80%                | 80%              | 91%              |
| Social & Emotional Development  | 80%                | 69%              | 88%              |
| Cognition Including Math        | 80%                | 64%              | 88%              |

**Table 8. School Readiness Results – Preschool Children**

|                                 | Goal for June 2025 | Baseline Results | Year-End Results |
|---------------------------------|--------------------|------------------|------------------|
| Physical Development & Health   | 85%                | 61%              | 86%              |
| Language & Literacy Development | 80%                | 39%              | 77%              |
| Approaches to Learning          | 80%                | 39%              | 76%              |
| Social & Emotional Development  | 80%                | 52%              | 84%              |
| English Language Development    | 80%                | 47%              | 81%              |
| Cognition Including Math        | 80%                | 34%              | 77%              |

**Table 9. School Readiness Results – Pre-Kindergarten Children**

|                                 | Goal for June 2025 | Baseline Results | Year-End Results |
|---------------------------------|--------------------|------------------|------------------|
| Physical Development & Health   | 85%                | 59%              | 95%              |
| Language & Literacy Development | 80%                | 42%              | 88%              |
| Approaches to Learning          | 80%                | 36%              | 84%              |
| Social & Emotional Development  | 80%                | 53%              | 92%              |
| English Language Development    | 80%                | 51%              | 79%              |
| Cognition Including Math        | 80%                | 38%              | 84%              |

<sup>1</sup> <https://www.cde.ca.gov/sp/cd/ci/documents/drdp2015preschool.pdf>

## Head Start Program Funding

Office of Head Start Reporting Requirement: The total amount of public and private funds received and the amount from each source.

Our FY24-25 Head Start funding came from the 1<sup>st</sup> year of our 5-year grant from 2024-2029. The budget period was from September 2024 through June 2025 (10 months total). We will report on the full grant year (September 2024 – June 2025) for this year’s annual report. 100% of funding comes from public sources.

Table 10. Program Funding Sources (September 2024 – June 2025)

|                                  | Type             | Amount       |
|----------------------------------|------------------|--------------|
| Original Federal Share           | Public – Federal | \$20,356,394 |
| Original Non-Federal Match Share | Public – State   | \$5,089,099  |
| Total                            |                  | \$25,445,493 |

## Head Start Program Budget Spending

Office of Head Start Reporting Requirement: An explanation of budgetary expenditures and proposed budget for the fiscal year.

Our FY24-25 Head Start funding came from the 1<sup>st</sup> year of our 5-year grant from 2024-2029. The budget period was from September 2024 through June 2025. We will report on the full grant year (September 2024 – June 2025) for this year's annual report.

Table 11. Budget Spending (September 2024 – June 2025)

|                       | Budgeted Amount | Actual Expenditure Amount | Actual Expenditure Percentage |
|-----------------------|-----------------|---------------------------|-------------------------------|
| 1. Personnel          | \$5,403,195     | \$4,748,568               | 88%                           |
| 2. Benefits           | \$3,397,534     | \$3,144,317               | 93%                           |
| 3. Equipment          | \$710,000       | \$828                     | <1%                           |
| 4. Supplies           | \$372,548       | \$263,258                 | 71%                           |
| 5. Travel             | \$34,510        | \$40,648                  | 118%                          |
| 6. Construction       | \$1,308,372     | \$0                       | 0%                            |
| 7. Other              | \$2,774,571     | \$2,308,990               | 83%                           |
| 8. Contractual        | \$5,321,564     | \$4,486,743               | 84%                           |
| 9. Indirect Costs     | \$1,034,101     | \$1,264,982               | 122%                          |
| 10. Non-Federal Match | \$5,089,099     | \$4,064,583               | 80%                           |
| Total                 | \$25,445,493    | \$20,322,917              | 80%                           |

## Head Start Program Financial Audit

Office of Head Start Reporting Requirement: The results of the most recent review by the Secretary and the financial audit.

The Head Start grant is included in Contra Costa County’s annual Single Audit. The most recent audit and findings following the FY24-25 program year are described below. There was no review by the Secretary in FY23-24.

Table 12. Head Start Financial Audit

|                                                                  |                   |
|------------------------------------------------------------------|-------------------|
| Date Audit Completed                                             | December 23, 2024 |
| Date Audit Received by Contra Costa County Finance Committee     | November 3, 2025  |
| Date Audit Approved by Board of Supervisors for Head Start grant | December 16, 2025 |
| Audit Findings – Category                                        | None              |
| Audit Findings – Type                                            | None              |
| Audit Findings – Summary                                         | N/A               |
| Audit Findings – Status                                          | N/A               |