

**Summit Head Start 0-5
2020 COLA Increase & Quality Improvement Investments**

Table of Contents:

I. COLA Narrative	Page 2
II. COLA Budget Justification	Page 3
III. Quality Improvement Narrative	
a. Expansion of Bilingual Mental Health Services	Page 3
b. Classroom Quality	Page 4
c. Support a Trauma- Informed Workforce	Page 5
d. Dual Language Learners	Page 5
IV. Quality Improvement Budget Justification	Page 6

I. Narrative

Summit County, Colorado is an expensive place to live. According to The Self-Sufficiency Standard for Colorado (2020), Summit County is in the top 5 most expensive counties in Colorado. The report states that in our tourist driven areas, a wage of \$66,444 annually for a single parent with an infant is required in order to make ends meet. The ability to offer competitive wages to allow individuals and families to foster a sustainable lifestyle has continually been a challenge here in our resort community. Our local workforce also struggles to obtain affordable housing, which has a direct effect on our ability to recruit and retain high quality staff. The cost-of-living adjustment (COLA) will be utilized to contribute to a 2% permanent wage increase allocated to staff salaries at our Early Childhood Options (ECO) office, as well as into contract lines for partners, in both the Early Head Start and Head Start budgets.

There will be a permanent 2% increase to the E/HS personnel wages at the ECO office which include: Head Start Director, Education Manager, 3 Family Engagement Specialists, Event and Outreach Coordinator, and Mental Health Consultant. For 2020, the total increase to these salary line items is: $\$261,457.06 \times .02 \text{ increase} = \5229 . That allocates 56% to HS and 44% to EHS, according to the percentage provided by OHS for the overall COLA award.

The remainder of \$9,846.86 will be allocated amongst the private community sites: Carriage House (CH), Lake Dillon Preschool (LDP) and Summit County Preschool as follows:

- Early Head Start: \$4,271.18 for community sites/partners
 - $\$4,271.18 / \text{total number of EHS classrooms (9) for 19/20 program year} = \$474.58 \text{ per classroom}$
 - SCP, 4 EHS classrooms = \$1,898.29
 - LDP, 3 EHS classrooms = \$1,423.73
 - CH, 2 EHS classrooms = \$949.16
- Head Start: \$5,574.68 for community sites/partners.
 - $\$5,575.68 / \text{total number of HS classrooms (6) for 19/20 program year} = \$929.28 \text{ per classroom}$
 - Each site has two HS classrooms, allocating \$1858.56 per site for HS portion of COLA.

In both Head Start and Early Head Start budgets, the COLA dollars are allocated into the tuition contract line item for community partners. The tuition contract line item goes towards

compensating staff salaries and supports the 2% increases the schools are providing to staff. This COLA will assist in a permanent increase to the base pay scale. For ECO Head Start/Early Head Start staff, COLA will go into personnel lines.

We have not included our partnership with the Summit School District (SSD) in the allocation of COLA dollars, as they already have annual increases budgeted into their teacher salaries. This increase is reflected in their contracted rate and has already been adjusted. They also have access to local and state dollars and assistance that our private community schools are not able to access.

II. COLA Budget Justification

Early Head Start

ECO Personnel:	\$2,300.82
SCP	\$1,898.29
LDP	\$1423.73
CH	\$949.16
TOTAL:	\$6,572

Head Start

ECO Personnel:	\$2,928.32
SCP:	\$1858.56
LDP:	\$1858.56
CH:	\$1858.56
TOTAL:	\$8,504

At this time, we are requesting a waiver for the Non-federal share (NFS) match due to the impact of the COVID-19 pandemic and the affect it is having on our programming.

III. Quality Improvement Narrative

Expansion of Bilingual Mental Health Services

The Head Start 0-5 program serves 35 Head Start slots and 14 Early Head Start slots throughout Summit County. Our integrated model allows us to partner with our local school district serving a large number of our Head Start slots, as well as three community centers that

serve both Early Head Start and Head Start. Collectively as a program, HS0-5 wants to increase the capacity to support the social, emotional, and personal well-being of children and families. HS0-5 serves 48 families in Summit County and of those, 85% are Spanish as their home language. HS0-5 knows there would be a huge benefit to having a qualified and licensed part time Spanish speaking staff or contracted position to work and support this vulnerable population. The additional behavioral and health services with a bilingual provider would have a positive impact on our children and families. This position, in collaboration with the Early Childhood Mental Health Consultant (ECMHC) would work to ensure safety, both physical and psychological, for children and staff by offering trauma-specific services program wide. When trauma-specific services are not available within HS0-5, this position will help facilitate and use an effective referral system connecting children, families, and staff with appropriate trauma treatment.

In order to achieve the outcomes of this position, the salary must match the high level of required qualifications, aligning with those of an ECMHC, as well as being proficient and bilingual in both English and Spanish. HS0-5 will budget around \$30,000 for this position or contract services. If the services are contracted, that would allow for 300-400 annual contracted hours, assuming the rate is around \$75-\$100 for a licensed and certified professional. If the services are done through an additional employee, HS0-5 will plan on a part-time, 20 hour a week, higher paid position between \$26-\$30/hourly depending on qualifications and experience.

Classroom Quality

HS0-5 has identified needs within the classrooms that these QI funds would help address. The first priority would be improving physical environments and learning spaces. For our EHS & HS classrooms in the private centers, HS0-5 wants to ensure quality materials in regard to the changing and diapering stations, as well as proper and efficient storage of these items and sleeping cots. New changing tables/stations and cabinets for storage are the first need identified. HS0-5 will work through each classroom ensuring quality and proper equipment to best serve the health and safety of our children. In addition, HS0-5's 5-year goals have a strong focus on better supporting staff and children around disability services at our private community sites. QI dollars will be used to ensure the improvement of services to the families and children with identified disabilities, as well as making sure classrooms and curriculum are accessible to all

children including those with disabilities. Staff training and support around children with disabilities, both physical and behavioral, will continue to be a need at all HS0-5 sites as we prioritize serving this population.

Other uses of the Quality Improvement money will be assessed annually using our self and community assessments as well as the grant applications. Foreseeable needs in the future may include additional staff at sites for breaks and planning time and lowering ratios of staff to children, as well as improving compensation for educational personnel and family services workers. HS0-5 continues to consider these needs during community strategic planning around the EC workforce, and these QI dollars will support these efforts and implementation.

Supporting a Trauma- Informed Workforce

HS0-5 will plan to bring in larger community wide trainings annually. A training on Trauma Informed Care for Early Childhood Professionals will be our first priority. As we continually see the effects of trauma on the children and families of the high risk populations HS0-5 serves, it is imperative to best prepare our staff and teachers so they can continually support the social, emotional, and physical development of participants. HS0-5 will also explore the possibility of increased use of the ACE's (Adverse Childhood Experiences) screening tool to give teachers a staff additional resources - helping them identify when children and families have stressful or traumatic experiences that may affect their overall health and wellbeing. ACE's provides trained individuals with strategies and interventions to help support prevention and response to overcome trauma. HS0-5 will also facilitate the implementation of peer-support in addition to on-going trauma informed training. Peer-support could include consistent reflective supervision at sites for HS0-5 teachers, availability for trauma-services to teachers on site, and maintaining an overall environment that promotes a sense of safety and collaboration.

Dual Language Learners

Another priority that has been identified through our self and community assessments is a training on dual language learners and bilingual education. HS0-5 sees the need for a community training focused on bilingualism and biliteracy and how to best serve the children in our classrooms when teachers are mono-lingual, or non-fluent in the child's L1. In Summit County, we struggle to attract qualified, bilingual teachers with legal work permits. In saying that, we

have mono-lingual, mono-cultural teachers in a classroom with children who embrace a variety of cultures and languages. Understanding of strategies and methods to best support the development of the home language for dual language learners through culturally and linguistically appropriate learning environments is crucial for the EC workforce in Summit County.

IV. Quality Improvement Budget Justification

Early Head Start

Bilingual Trauma Services:	\$10,500
Classroom Quality:	\$1,225
Training	\$700

TOTAL: \$12,425

Head Start

Bilingual Trauma Services:	\$19,500
Classroom Quality:	\$1,775
Training:	\$1,300

TOTAL: \$22,575

At this time, we are requesting a waiver for the Non-federal share (NFS) match due to the impact of the COVID-19 pandemic and the affect it is having on our programming.