



London Breed
Mayor

Committee Members

Fonda Davidson
Yohana Quiroz
Lygia Stebbing
Pat Sullivan
Jerry Yang
Meenoo Yashar



Ingrid Mezquita
Executive Director

OECE Citizens Advisory Committee August 12, 2020 3:00 - 5:00 pm Virtual Convening **Meeting Minutes**

Members Present: Yohana Quiroz, Pat Sullivan, Meenoo Yashar, Fonda Davidson, Lygia Stebbing, Jerry Yang

Members Absent: None

I. Call to Order, Agenda Review, Zoom Norm-Setting

- A. Chair Quiroz welcomed attendees, called the meeting to order, reviewed the agenda, and discussed zoom norms.

II. CAC Meeting Minutes

- A. Chair Quiroz acknowledged the CAC has not established quorum to approve minutes for several meetings and current CAC members are technically hold-overs waiting for official appointments/re-appointments from the Mayor's office and Board of Supervisors Rules Committee. However, given the body's duty to make meeting information public, Chair Quiroz moved to approve the backlog of 2020 meeting minutes regardless of CAC member holdover status. Member Yang seconded; Member Davidson carried. *February 6, 2020, April 23, 2020, and June 9, 2020 meeting minutes approved.*

III. ECE Site Reopening, Enrollment, Director/Teacher Supports

- A. Gina Fromer, CEO of the Children's Council of San Francisco presented on citywide program data collected by Children's Council for licensed sites that have reopened and/or closed since the Public Health Order went into effect. Ms. Fromer then presented on Children's Councils' efforts to distribute Personal Protective Equipment (PPE) and cleaning supplies to ECE programs across the city (*see attachment 1*).
- B. Monica Walters, Executive Director of Wu Yee Children's Services presented on the process and challenges of reopening Wu Yee early education sites as well as supporting distance learning and other ways of staying engaged with families remotely. She highlighted the bravery and dedication of Wu Yee staff as well as support from partners at OECE, First 5 SF and the SF Department of Public Health

who worked diligently to guide Wu Yee administrators, staff, and families, through quarantine, cleaning, and reopening processes when COVID-19 exposures occurred (*see attachment 2*).

- C. Lisa Lee, Senior Program Officer at First 5 San Francisco presented an update from the SF Quality Connections Program on emerging challenges to reopening early care and education programs across the City. Challenges included inequitable access to outdoor space, increases in positive COVID-19 cases in childcare, and lack of paid time off options for early educators who have to quarantine due to exposures (*see attachment 3*).
 - i. Chair Quiroz and guest speaker Monica Walters highlighted federally-funded PTO that employees can use instead of regular sick or vacation leave pay when taking time off due to coronavirus exposure.
 - ii. Director Mezquita discussed planning and coordination efforts with DCYF to think about creating learning hubs for the school-aged children of early educators. She invited those who were interested in providing feedback or participating in the learning hubs discussion to complete a brief survey (linked in the Zoom chat).

IV. CARES 2.0

- A. Licette Montejano, OECE's CARES Program Coordinator, presented a summary of Spring 2020 CARES 2.0 stipend distribution including an explanation of how OECE and First 5 SF pivoted to accept and process applications amid the Shelter in Place order, the number and amounts of stipends disbursed, and a summary of recipient demographic and geographic data (*see attachment 4*).
- B. Thinking about the next round of CARES stipend disbursement and the likelihood that COVID-19 will continue to impact in-classroom instruction opportunities, Ms. Montejano polled CAC members on two questions related to stipend eligibility requirements: 1) Should hours worked in providing distance learning be added to hours worked in the classroom? 2) Should the 20 hour per week minimum be lowered?
 - i. CAC members agreed unanimously that hours worked providing distance learning should be added to hours worked in the classroom.
 - ii. CAC members were split (3-3) about whether or not the 20 hour minimum should be lowered. Some felt that if distance-learning hours count towards the 20-hour minimum then OECE should not lower the requirement. Others argued that the purpose of the CARES program is to retain teachers and those who are on furlough or leave due to the pandemic should still be eligible so that we can retain them as early educators and they can return to the classroom when they are able.
 - 1. CAC member Sullivan commented that FCC educators are unable to take extended leave or to furlough assistants. The CARES eligibility requirements must take into consideration the unique and challenging position FCC educators are in.

2. A member of the public commented that perhaps stipend amounts could vary with those working 20 hours or more getting a higher stipend amount than those working less or not currently working.
- C. Ms. Montejano thanked CAC members and members of the public for their input and explained that this is just the first of multiple conversations she will be leading with the early education community to discuss eligibility criteria for the upcoming disbursement.

V. Director's Report

- A. Director Mezquita presented updates on grants to Family Child Care programs, the OECE budget, and OECE and First 5's alignment and strategic planning work. She expressed both agencies' commitment to engage the community in these planning processes despite the continued challenges of conducting almost all agency business and meetings remotely (*see attachment 5*).
 - i. A member of the public commented that there are significant benefits to virtual meetings for family child care providers as they are able to listen in and have themselves on mute while still running their program and it does not require the time and energy to travel to a given meeting location.

VI. Final Public Comment

- A. A member of the public commented about challenges with liability insurance requirements in the most recent ELS participation agreements. While OECE has been supportive in helping to clarify requirements and provide assistance as needed, the Family Child Care Association and FCC community could still use further support and clarification in that process.
 - i. OECE's Deputy Director Denise Corvino commented that despite the upcoming deadline for signing participation agreements, FCCs have a grace period through the end of August to acquire the required insurance.

VII. Closing

- A. Chair Quiroz thanked members of the CAC, guest presenters, OECE staff and members of the public for their attendance and participation.
- B. Meeting Adjourned at 4:45pm.

Next scheduled meeting: October 8, 2020, 3pm-5pm.

For questions or assistance, please contact Maya Castleman
Email: maya.castleman@sfgov.org Phone: (415) 355-3669

**Know Your Rights Under the Sunshine Ordinance: Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102. (415) 554-7724 / fax (415) 554-5163 sotf@sfgov.org

Attachments:

I. Children's Council Reopening and PPE Presentation

II. Wu Yee Reopening and Remote Learning Presentation

III. SF Quality Connections Emerging Challenges Presentation

IV. CARES 2.0 Presentation

V. Director's Report Presentation



Child Care Enrollment Citywide

CAC Meeting

August 12, 2020

childrenscouncil.org • facebook.com/childrenscouncil • twitter.com/childcaresf

Current citywide child care supply

How many child care sites are open?

As of August 10, of 1,165 licensed providers in San Francisco:

- **654 (56%) open** – 510 FCC's, 144 Centers
- **221 (19%) closed**
- **290 (25%)** haven't communicated their status



childrenscouncil.org • facebook.com/childrenscouncil • twitter.com/childcaresf

Current citywide child care supply

Who is open?

Citywide enrollments in subsidy slots as of today:

- ~5,800* children still have a state or ELS subsidy spot being paid to a provider regardless of attendance
- 3,000+ children with a subsidy receiving care
 - > Of those, 131 children enrolled for emergency CAPP voucher child care

** excludes Head Start and PFA*

childrenscouncil.org • facebook.com/childrenscouncil • twitter.com/childcaresf

Current citywide child care supply

How has child care enrollment been impacted by COVID?

The new normal:

50% enrollment at 150% of cost

- Additional staffing
- Cleaning supplies
- Masks



childrenscouncil.org • facebook.com/childrenscouncil • twitter.com/childcaresf

Current citywide child care supply

How has child care enrollment been impacted by COVID?

Are there vacancies?

Of providers who have reported vacancies since March, we estimate **900 - 1,500 spaces currently available.**



childrenscouncil.org • facebook.com/childrenscouncil • twitter.com/childcaresf

Current citywide child care supply

How will providers support SFUSD kids?

- Some providers are looking to serve families with **kindergarten or older kids engaged in distance learning.**
- CDE issued a management bulletin supporting the use of state subsidies for this purpose; Licensing still needs to weigh in.



childrenscouncil.org • facebook.com/childrenscouncil • twitter.com/childcaresf

Current citywide child care supply

Have child care sites closed due to COVID-19 exposure?

We know of only a **hand full of sites with reported possible exposure to COVID-19** for educators, family members and children connected to FCCs and Centers in San Francisco.



childrenscouncil.org • facebook.com/childrenscouncil • twitter.com/childcaresf

Current citywide child care supply

How has Children's Council supported our child care provider community during COVID-19?

- **2,200 hours of 1-on-1 coaching** and technical assistance
- COVID-19 health and safety training for **515 educators**
- Marketing through updated **Child Care Finder** search engine
- **Online Help Center** – 100+ COVID-19 articles in multiple languages
- Large-scale sourcing and distribution of **cleaning supplies**
- **Business interruption grants** for fledging businesses
- Food security: **food program waiver stipends**

childrenscouncil.org • facebook.com/childrenscouncil • twitter.com/childcaresf



Personal Protection Equipment (PPE) for Child Care Providers

CAC Meeting
August 12, 2020

childrenscouncil.org • facebook.com/childrenscouncil • twitter.com/childcaresf

Personal Protection Equipment (PPE)

Since early June, Children's Council has distributed **439 "starter kits" of PPE** to SF child care providers.



childrenscouncil.org • facebook.com/childrenscouncil • twitter.com/childcaresf

Personal Protection Equipment (PPE)

Each kit contains:

- 1 gallon disinfectant
- 2 cloth masks
- 1 box paper masks
- 1 box gloves
- 1 thermometer
- 1 bottle of hand sanitizer



childrenscouncil.org • facebook.com/childrenscouncil • twitter.com/childcaresf

Personal Protection Equipment (PPE)

Disinfectant Self-Serve Station

Over the past four Thursdays, we have distributed **340 gallons of disinfectant** for child care providers, through our self-serve station. We are now distributing **125+ gallons every Thursday.**



childrenscouncil.org • facebook.com/childrenscouncil • twitter.com/childcaresf

Personal Protection Equipment (PPE)

Everyone coming to our self-serve station also receives:

- 1 gallon of hand sanitizer
- 2 boxes of gloves
- Cloth masks and thermometers as needed



We distributed **1,200 cloth masks** over the last two Thursdays.

childrenscouncil.org • facebook.com/childrenscouncil • twitter.com/childcaresf

Personal Protection Equipment (PPE)

This project has been a huge lift!

Hundreds of hours of work across our organization:

- **Provider Services** – processing applications, packing bags, coordinating pick-up system, refilling self-serve station
- **Operations** – large-scale sourcing PPE supplies, managing deliveries
- **Volunteers** – support on distribution days
- **Advancement** – promoting program to providers

childrenscouncil.org • facebook.com/childrenscouncil • twitter.com/childcaresf

Personal Protection Equipment (PPE)

Since early June, Children's Council has distributed nearly **four tons of PPE** to our child care community.



childrenscouncil.org • facebook.com/childrenscouncil • twitter.com/childcaresf

Personal Protection Equipment (PPE)

“We would like to thank Children's Council for coordinating this program. The PPE supplies have really helped us to continue to follow the high standards of cleaning and disinfecting required during COVID. **With enrollment at less than 40% capacity, this program is helping us to survive this pandemic** and be there for the children and families in our community.

Thank you, I would love some more hand sanitizer and gloves. We are low in stock and all **the staff's hands are cracking from washing their hands so often.**

This program is helping our business so much!”

– Little Star Preschool

childrenscouncil.org • facebook.com/childrenscouncil • twitter.com/childcaresf

Attachment 2: Wu Yee Reopening and Remote Learning Presentation

Wu Yee Children's Services

Wu Yee has been serving approximately 150 children in classroom cohorts at all 12 of our EHS/HS Centers since June 8. The remaining enrolled children and families have received virtual/remote supports as well as those listed below, for a total of 565 EHS/HS children and their families.

In Classroom:

- Cohorts of up to 10 children, smaller sizes for infants and toddlers, have been receiving full day instruction and care as per normal school schedules.
- Family supports continue through delivery of onsite contacts with Family Advocates.

Remote supports:

- Our teaching staff and family child care providers have been actively engaging children and families with virtual learning activities such as Zoom circle times, zoom small groups, online newsletters, virtual book reading and weekly calls to each individual family.
- During this time our teaching staff have conducted Individual Learning Plans and a virtual "home visit" with each family. Teaching staff and providers connect with families to discuss their own observations of children and continue to document children's development in our electronic child portfolio from their weekly calls.
- Families have been receiving daily activities for the past 6 weeks via email and have recently changed to a weekly activity plan shared on Monday of each week. Our family service staff conduct weekly wellness calls to assess family needs and support with resources.
- We are also providing three weekly food distributions where we provide families with a 5-day supply of breakfast, lunch, and snack.
- We also distribute a monthly activity bag with books, learning activities, suggested schedules, and physical activity suggestions.
- We also provide monthly diaper distribution to all families who are interested.
- Our mental health consultant is also available to connect with families and staff and this resource is shared with everyone.
- Our teaching staff call each family weekly to talk to the parent and the child. The teaching staff provides an individual connection with the child and supports the

parent on schedules and learning activities for their child. They also connect with the family on the child's development and ask the family to share observations.

- In addition to the call a weekly email is sent by the Program Director with an activity plan and learning activities for different age groups. Additionally, each of our centers have at least one classroom who are doing virtual circle times, small groups and book readings to allow children to have an interactive experience with their teacher and classmates.
- Additionally, our family service staff calls each family weekly to conduct a wellness check with each family.
- The Family Service staff conduct a brief needs assessment with the families through a series of questions. Based on the needs assessment the family service staff will provide direct support such as with unemployment, digital resources or referrals such as cash aid for undocumented immigrants, and/or referral to our weekly food distribution or other basic needs.
- Each of our teachers connect with the family on a weekly basis. We have provided sample schedules via email as well as daily learning activities for families for the past weeks. Teachers have supported families on how to integrate these activities into the families' daily routines and activities. This is also done during the virtual circle time and small group meetings with families.
- We recently started emailing a weekly activity plan for all of the families that has activities in all of the five core desired results learning domains so that families can choose what works best for their schedule and living routine.
- For a few families that do not have access to email it is also accessible via our food distribution site. All materials are provided in the families' home language and developmentally appropriate.



Re-opening Update

CAC -General Meeting
Wednesday August 11, 2020



Emerging
Challenges in
Reopening



Inequitable Access to Outdoor Space

Increase of positive cases linked to child care





QUARANTINE, EXPOSURE, AND IMPACTS ON WORKFORCE

- RUNNING OUT OF PTO
- NEEDING CHILD CARE
- LONG WAIT TIMES FOR TEST RESULTS

Leadership Series: Responding to pandemics: COVID19 and Systemic Racism

Understanding the phases of a pandemic and trauma-informed leadership guidelines for leaders navigating transitions in early child care and education

WHAT SKILLS ARE NEEDED TO NAVIGATE CHALLENGING TIMES? HOW CAN I BE A LEADER FOR MY STAFF AND IN MY COMMUNITY? WHAT CAN I EXPECT TO EXPERIENCE DURING A PANDEMIC?

HEAL SF, OECE, FIRST 5 SF AND THE SF DEPARTMENT OF PUBLIC HEALTH INVITE TO ATTEND A SPECIAL WORKSHOP FOR LEADERS IN ECE.

- Discuss and acknowledge dual pandemics of COVID-19 and systemic racism
- Discuss shared values and understanding of the phases of pandemic response (4 R's) and leadership considerations
- Develop specific applications of the 5 C's of leadership to rapidly evolving management needs and shifting guidelines

Using the 5C's of trauma-informed leadership guidelines developed by national subject matter experts to support leaders in their challenging roles to effectively manage rapid decision-making, programmatic pivots, and relationships during a time of mass stress and trauma. Participants will learn and apply the following:

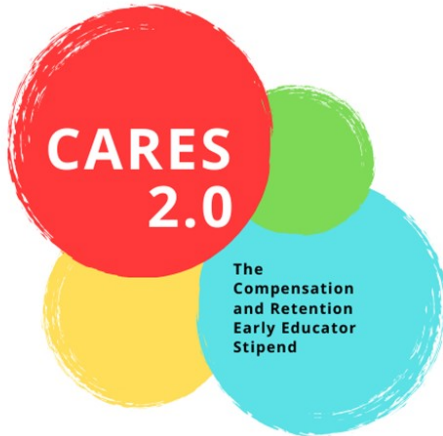
- 4 phases of a pandemic: specific leadership and psycho-social supports aligned to each phase
- 2 communication strategies and tools for supervising others in crisis contexts
- 1 strategy to acknowledge collective grief and 2 strategies to facilitate complex and challenging conversations

REGISTRATION:

August 13, 2020: 1:00pm – 3:00pm (PDT)



CREATIVE THINKING,
NEW RELATIONSHIPS
COMMUNITY HUBS
MIXED AGE CLASSROOMS
VIRTUAL



CARES 2.0 Spring 2020

Round Two Summary, Updates, and
Stakeholder Recommendation Requests

Presentation by CARES 2.0 Coordinator
Licette Montejano

About CARES 2.0

- ▶ CARES 2.0 is a stipend program that supports compensation and retention of early educators working within the Early Learning Scholarship (ELS) and Preschool For All (PFA) funded programs in San Francisco.
- ▶ Eligible applicants must be employed by an ELS/PFA program and work directly with children in this program for at least 20 hours week.
- ▶ Applicants must have an ECE Workforce Registry account to access the application and submit a W-9 tax form.
- ▶ Employees of OECE, First 5 SF, and Children's Council work in partnership to process applications and disseminate stipends twice a year to over 2,000 early educators in center-based, family child care, and eligible San Francisco Unified School settings.

Please bookmark the CARES 2.0 webpage on the OECE website to review updates and find resources to apply.

<https://sfoece.org/cares-2-0/>

CARES 2.0 Spring 2020 Stipend Amounts

- The spring round had 2,291 approved applicants, an increase of 174 applicants from the first round.
- The standard stipend amount was \$3,270, a ten dollar increase from last round.
- The SFUSD High Potential Award is disseminated by the school district and we work with them to adjust stipend amounts for CARES applicants

Stipend Amounts	
\$3,270 (2,238 @ \$7,318,260)	Standard Amount
\$2,770 (42 @ \$116,340)	SFUSD High-Potential Award Candidate Amounts
\$770 (11 @ \$8,470)	
2,291 Total Approved for Round Two=\$7,443,070	

CARES 2.0 Spring 2020 Round Summary

- ▶ The application period for the second round of CARES 2.0 opened on April 1, 2020, just over two weeks after the Shelter in Place order for San Francisco went into effect.
- ▶ Our team spent the first few weeks of the application period heavily supporting applicants over the phone, on video calls, and via email with technical assistance for completing the application on the ECE Workforce Registry.
- ▶ All applicants, with the exception of 24, successfully completed the application online and submitted W-9s via email, fax, mail, or registry upload.
- ▶ The final batch of checks was sent June 30th 2020, and Children's Council continues to re-issue checks to applicants who, for various reasons, have not receive their stipend.

CARES 2.0 Applicant Databook

(link)

Using applicant data from the Spring 2020 round we developed a databook with information about our early educators!



CARES 2.0 Testimonials

"The stipend helped to replenish the funds I spend throughout the year in my classroom."

"It helps me with support and paying bills- I was forced out of San Francisco apartment and now I teach in the city I can't afford to live in- it's pretty awful because now I have to commute from S. San Francisco."

"The stipend makes me feel appreciated and valued. I absolutely love working in the field of early childhood special education, but supporting a family on my salary is a struggle. So the stipend money is really helpful and the recognition is greatly motivating."

"It helped me with my school tuition payments to continue to go to school and earn my degree."

CARES 2.0 Improvements and Updates for Upcoming Fall 2020 Round

Improvement/Update	Details
Communications & Outreach	<ul style="list-style-type: none"> • OECE and Children’s Council will be building out a virtual outreach plan comprised of PDF guides, videos, and ZOOM webinars
Employment Verification Process	<ul style="list-style-type: none"> • Verification on the registry verifies employment not eligibility • CARES will work with agencies, programs and FCCs to verify applicants via email
Stipend Dissemination	<ul style="list-style-type: none"> • W-9 Prioritization of returning applicants • Self-service stipend reissue requests to Children’s Council

CARES 2.0 Stakeholder Input Request- Context Setting of Criteria Concern for Round Three

Current Eligibility Criteria

- ✓ Applicant must be employed by an ELS/PFA program
- ✓ Work directly with children for at least 20 hours a week
- ✓ Have a ECE Workforce Registry profile
 - ✓ Profile should be updated with current employment and contact information

Applicant Concerns with Current Criteria

- ▶ Reaching the 20 hour a week minimum with staffing restrictions due to COVID
- ▶ Redefining “direct service” since in-person contact will be limited and educators will be working with children as distant educators

CARES 2.0 Stakeholder Input Request- Questions for CAC

- ▶ Should hours worked in distance learning be added to hours worked in the classroom?
- ▶ Should the 20 hour a week minimum be lowered?
 - ▶ If yes, can you provide anecdotal information for your recommendation?
 - ▶ What should be the weekly minimum?

Thank you!

CARES 2.0 Coordinator

Licette Montejano

Licette.Montejano@sfgov.org | 415-355-3671



Director's Report

- Family Child care Grants
- Budget FY 20-21
- City's ECE Strategic Plan
- Virtual Early Childhood Planning

GIVE 2 SF – COVID HEALTH

- \$1.5 million awards to Family Child care from GIVE2SF and OECE funds.
- \$500k set aside from LIIF bridge loan funds for FCCs who have to close due to COVID, themselves/family member
- Grants are from \$5k-\$10k each.

OECE BUDGET

- Board of Supervisors, Budget & Finance Hearings
 - August 13, 2020
 - August 21, 2020
- Includes ***potential*** Prop C funds for ECE teachers and increases access to high-quality early care and education.
- Mayor adopts City Budget October 1st.

City's ECE Strategic Plan

Prepare for **Prop C funds** – while using a racial equity framework that ...

- Advances children of color educational excellence and opportunities;
- Integrates an Early Childhood System that optimizes child health and family support; and
- Improves ECE Teachers Compensation

Virtual Early Childhood Planning

First 5 and OECE begin integration

- City’s ECE Strategic Plan
- Early Childhood Funding Priorities and Funding Opportunities
- Combined offices at 1650 Mission

