**HUMAN SERVICES GRANTS PROGRAM (HSGP)**

**FY 2022-23 PROGRAM STATUS REPORT**

Agency: \_\_\_\_\_\_\_\_\_\_\_\_Growing Place\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Program: \_\_\_\_\_\_\_\_ \_\_\_\_Marine Park \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

###### FY 2022-23 SUBMISSION CALENDAR

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| **SELECT** |
|  |
| X |



**Instructions:**

* This document should be used by HSGP grantees to report on mid-year and year-end outcomes and accomplishments.
* All reports submitted to the City are considered public record. Please note that staff will use the information provided in the mid-year and year-end reports to provide Council and the public with summary reports of agency performance highlighting key outcomes, successes, findings and concerns.
* Some programs or agencies may be subject to additional or different reporting requirements per the program’s Exhibit A, Special Funding Conditions, of your executed Grant Agreement with the City.
* It is important, when preparing this report, to be familiar with the program’s Exhibit B, Program Plan, of your executed Grant Agreement with the City.
* Please insert responses in the spaces provided for Sections I-VII for both the Mid-Year and Year-End Program Status Reports.
* A separate Program Status Report must be prepared for each Program Plan specified in your contract.
* To submit your completed report to the City, upload the file to your agency’s SharePoint folder. A link to your agency’s SharePoint folder as well as instructions on how to use the site will be emailed to your staff separately.

###### SECTION I: PROGRAM ACCOMPLISHMENTS, CHALLENGES, AND CHANGES

Provide a brief summary of your program accomplishments, challenges, and changes that occurred during the reporting period. Please also provide information or observations related to population or service trends.

**Accomplishments:**

***Accreditation***

In January 2023, Marine Park underwent the National Association for the Education of Young Children (NAEYC) reaccreditation process, which included a site visit and interview. Additionally, prior to the visit, teachers and director prepared an infant, toddler, and preschool classroom portfolio and one program portfolio. Each portfolio included evidence to support NAEYC standards of high quality education with children from infancy to 5 years of age. In June 2023, Marine Park achieved a new 5-year NAEYC Accreditation.

***Prospective Families & Enrollment***

By year end, we have conducted 27 virtual prospective parent conversations, 16 private tours (families considering immediate enrollment) and nine public in-person tours for prospective families (e.g., Santa Monica Government Employees, low-income SM Residents, SM Residents, and SM workforce).

* The Campus Director contacted four City of Santa Monica employees from the wait pool and yielded three enrollments
* From our wait pool, we contacted parents for an in-person tour and program orientation. We enrolled and coordinated a transition for 21 new families and 2 new children (of returning families), for a total of 23 new children.
* 10 Infants
* 9 Toddlers
* 4 Preschool

18 SM residents (includes 3 SM City Employee)

***Onboarding Staff***

We advertised, screened, interviewed, onboarded and trained seven teachers, one atelierista and an office manager:

* Preschool Teacher/FT in July 2022
* Preschool Teacher/FT in November 2022
* Office Manager/FT in September 2022
* Assistant Infant Teacher/FT August 2022
* Assistant Infant Teacher/FT October 2022
* Assistant Float Teacher/FT October 2022
* Atelierista/PT in September 2022
* Assistant Float Teacher/PT in January 2023
* Toddler Teacher/FT in February 2023

We advertised, screened, interviewed and hired for an Office Manager/FT position for a September 2022 start date.

We advertised, screened, interviewed and hired two Infant Assistant Teacher/FT for an August 2022 start date.

We advertised, screened, interviewed and hired two Preschool Teachers/FT for a July and November 2022 start date.

We advertised, screened, interviewed and hired one Toddler Teacher/FT for a February 2023 start date.

We advertised, screened, interviewed and hired one Toddler Teacher/FT for a July 2023 start date.

We advertised, screened, interviewed and hired one Toddler Assistant Teacher/FT for a July 2023 start date

***Staff Professional Development***

We planned and conducted six staff development days focused on:

Elevating pedagogical practices (growth mindset, language with children, developing long-term projects, etc.)

Maintaining children and workplace safety through COVID-19 training and emergency protocols and preparedness

Developing teacher skills with technology to support parent engagement

Expanding our understanding of specific techniques for children with special needs

Engaging in diversity, equity and inclusion conversations, focusing on article and reflection circles

Continuing our work with consultants from Reggio Emilia

Strengthening communication to better engage parents and teammates with Alexa Fischer

We planned and conducted seven early dismissal professional development focused on:

Training math principles for inclusion in a preschool classroom setting

Teacher organizational strategies to promote effective classroom teaching and parent communication

Intentional and conscious language to promote diverse language development with young children

Utilizing quality materials to expand children’s learning capacity in a group setting

Literacy and print from infancy to five

Resource for Infant Educators in group setting

Diversity, Equity, Inclusion, and Justice workshop, with professional facilitators

Building Strong Relationships with Parents workshop for co-leads

Teachers participate in on-going meetings called Reflection and Inquiry with the Educational Coordinator(s) to support teaching strategies, curriculum development, and build positive experiences for children

Continued implementation of our on-line documentation portal, Milanote, to sustain our pedagogical practices in a virtual environment

Teachers participated in external educational workshops hosted by childcare providers in Santa Monica and West Los Angeles

Directors engaged in eight hours of leadership coaching by The Plain Red Horse Coaching & Consulting

Four Growing Place educators and staff participated in a two-day Boulder Journey School Conference in Boulder, Colorado for Infants and Toddlers

Growing Place Program Coordinator attend Non-Profit Technology Conference (NTEN) in Denver, Colorado for continued learning in progressive administrative work and technology best practices

***Parents***

* Provided parents with a voter registration link through our parent portal (parentsquare)
* Conducted virtual parent-teacher conferences in November 2022 and May 2023 for each enrolled family to illustrate the child’s growth/development, set goals, and continue to build parent-teacher relationships
* All preschool enrolled families participated in a 1:1 conversation highlighting the Kindergarten Building Blocks and were given a PDF of Building Blocks for Kindergarten pamphlet
* In September 2022, directors hosted a Kindergarten/TK Information Meeting with parents to discuss Kindergarten/TK options for currently enrolled families

Distributed a weekly newsletter and kept parents and staff abreast of all information related to COVID and ECE (LACDPH, travel advice, testing centers etc.)

Covered the cost and hosted a Parenting Series, facilitated by Ask The Child Whisperer, to support parents with challenging behavior and emotional needs

Covered the cost and virtually hosted six Parenting Lecture Series, facilitated by SeedlingsGroup on child development and parenting

Hosted an in-person Back-to-School Event in the Fall 2022 and Open School Night in Spring 2023

Growing Place organized welcome picnics for new and returning families in Fall 2022

* GP Board of Directors hosted an “open” (virtual) board meeting for parents in Fall 2022
* GP Board of Directors hosted a Coffee and Conversations with parents in Fall 2022 and Winter 2023
* GP hosted four “Pitch in Days” to beautify the school and meet fellow parents

***Children***

We prepared 14 children for their transition to K/TK and celebrated their preschool experience through a graduation ceremony.

* GP continued to practice monthly emergency drills with children, rotating between earthquake, fire and lockdown drills
* We continue to serve children needing extra developmental support. This requires the staff to spend significant time outside of the classroom to attend routine parent meetings and create plans with team members to best support individuals within a group context
* GP worked with a physical therapist to incorporate therapy services for an enrolled child during school hours to meet the needs of the full-time working parents

***Connecting with Our Community***

* GP Executive Director and Marine Park director continue to attend the Santa Monica Early Childhood Task Force

GP Executive Director continued to participate in the Westside Director’s Group

GP maintains relationships with its alumni and community through Facebook and Instagram

GP hosted an in-person Fall Community Sing with the community

GP welcomed three alumni volunteers during Spring and Summer, while maintaining all COVID protocols

**Challenges:**

***Employees***

* The cost of housing on the Westside, and wait-time for affordable housing in SM has made recruiting challenging, contributes greatly to employee stress and does not align with the City’s Community Priority around “Equitable and Inclusive Economic Recovery”. The affordable housing range in SM continues to be out of range to staff

>50% of our staff commute more than 30 minutes each way; a contradiction to the city’sgoals around “Clean and Safe”

The wages of Early Childhood Educators cannot increase at the level of inflation and cost of living in Los Angeles; this contributes to challenges in recruitment and high stress levels of our staff caring for young children

Higher wages, signing bonus offered by retail and fast-food industries, coupled with fewer education and skill requirements have greatly impacted our ability to recruit staff

Competitive wages among childcare providers in close proximity to employee households has led to higher turnover

***COVID 19***

Early Childhood programs are greatly impacted by COVID; stressing the administration and teaching teams

* Director conducts all contact tracing, notify staff and parents of quarantine/isolation steps
* Director serves as proctor for “test-to-stay” policy, administering COVID tests among staff
* Director completes reporting with demographic detail for each confirmed case and close contact to LACDPH
* Director completes Unusual Incident Report to Department of Social Services for each confirmed case
* Director sourced for parents: COVID testing centers, information about antigen tests vs. PCR tests and recommendations for children under 2 years
* Administration attends monthly Telebriefing calls regarding COVID-19 for Early Care and Education Programs
* Administration keeps abreast of changes to LACDPH, CDC, Cal/OSHA as it pertains to COVID, re-writes policies and practices as needed and communicates these with the staff and parent body
* Administration collects and keeps up-to-date record of each employee’s COVID vaccine date, lot number and booster date
* Administration collects and keeps up-to-date record of each age-eligible child’s COVID vaccine date and lot number
* Administration keeps accurate records of each COVID exposure and case as it relates to each individual employee and child (up to date fully vaccinated and boosted, vaccinated and booster eligible but not yet boosted, not yet fully vaccinated, unvaccinated, and tracking 90 day since COVID confirmed case)
* Director calculates quarantine time for all confirmed cases and close contact based on a range of variables
* Administration coordinated with Connections for Children and parent volunteers to pick up PPE to ensure adequate supplies are available on site
* Due to COVID-19, we’ve experienced a lack of preschool applications
* Due to COVID-19, we have increase in expense to support COVID operation
* Due to COVID-19, families in our community have been impacted by modified work hours, impacting the income of some families
* Due to COVID-19 and the fluidity of the situation, we have reduced our hours of operation by 1.5 hours daily
* Due to COVID-19, Early Childhood Education students from SMC have reduced their on-site hours in preference for virtual observations and other educational institutions to observe and complete assignments for college coursework

Due to COVID-19, we experience a high rate of absences from teachers due to the concerns with symptoms similar to COVID-19 that required quarantining until symptoms improved and/or they were able to get a negative COVID-19 test result

Due to COVID-19, we experienced staff changes; see details under Section IV: Staffing Pattern

**Changes:**

* N/A

**Population Trends:**

***Seeking Services***

* Marine Park Campus received an average of 4-5 calls or emails per day, most seeking infant and toddler care, with a particular influx in the summer after programs closed due to covid
* The ECE field continues to be dominated by women
* We received Tuition Assistance applications from SM Residents who were ineligible for tuition assistance (income is too high); they cite housing costs, increase in cost of living to their inability to afford the program
* Non-Santa Monica residents express disappointment that they are not eligible for our program
* Families receiving Connections For Children were also seeking additional Tuition Assistance from GP in order to afford childcare

###### SECTION II: ASSESSMENT, EVALUATION AND PARTICIPANT INVOLVEMENT

Briefly describe or list any program assessment or evaluation efforts during the reporting period and summarize the results achieved. Specifically highlight any program participant involvement in these efforts.

Please highlight any new efforts to collaborate with other service providers and/or leverage services. Please include the agency name(s) and service(s) provided.

**Assessment or Evaluation Efforts**

100% of enrolled families participated in the Fall 2022 parent-teacher conferences, used the ASQ (Ages and Stages Questionnaire, ages 0-5), and conference forms to discuss child’s development, goals and discuss ASQ recommended Learning Activities. When the ASQ/SE indicated “further evaluation,”

Referred children to early intervention services (i.e., Westside Regional Center, SMMUSD or private clinicians)

In collaboration with Child Success Center, offered Occupational and Speech Screenings on-site for parents that were interested

3 children participated in an Occupational Screening

6 children participated in a Speech Screening

Submitted our yearly report to NAEYC to maintain our accreditation

Prepared for and completed NAEYC Re-Accreditation for another 5-year cycle

**We worked in collaboration with:**

Cayton Children’s Museum – Explored ways to partner and bring their curriculum content to the children of working parents and inform parents of this valuable resource in our community

City of SM – GP contributed to the regular maintenance of the facility, including a project to repave and paint the parking lot

City of SM - Partnered with Marine Park community garden to plant, harvest and care for vegetables and learn about nutritional health

City of SM Library - We promoted library events such as the Arts and Literacy Festival and Building Blocks for Kindergarten

Child Success Center - We collaborated with local child development resource to offer occupational and speech therapy screenings to families

Connections for Children - We referred families in need of financial assistance who were LA residents or ineligible for our TAP and enrolled families with CFC subsidies

LA School Scout - Virtual presentation to parents; understanding public and private schools

Los Angeles County Department of Public Health – We abide by their protocols for ECE, and consult as needed with positive COVID cases and/or exposures

Los Angeles Preschool Partnership – Executive Director and Campus Director are members and contributors

Merrihew's Sunset Gardens - Collaborated with local business to enhance our gardens which support our life-science curriculum

Rori’s Ice Cream - Collaborated with this local business to support our fundraising efforts and community building

Santa Monica Early Childhood Task Force - We advocate for unique and workable solutions to address the needs of young children in our community

Westside Collaborative - We provide workshops to the ECE community and on-going professional development to our staff

Westside Directors Group – Executive Director and Campus Director are members and contributors

Westside Infant Network – Initiated conversations to meaningfully connect their clients with our services

Westside Regional Center - We referred families to early intervention services

SMMUSD - Partnered and scheduled classroom observations and assessments for the IEP process

###### SECTION III: BOARD INVOLVEMENT

Please indicate:

* Number of Board meetings conducted during the reporting period
* Average Board member attendance
* Board development activities conducted during the reporting period
* Significant policy directions or actions taken by the Board during the reporting period
* Number of board members who reside and/or work in Santa Monica
* Board vacancies and plans to fill those vacancies, if applicable
* **Number of Board meetings conducted during the reporting period:** 11 board meetings
* **Average Board member attendance:** 12
* **Board development activities conducted during the reporting period:**
* Board of Directors hosted an “Open Board Meeting” to parents and staff (Sept 2022)
* Growing Place teachers and directors presented at a Board meeting to describe the hardship of affordable housing and long-commutes.
* Hosted a social event for alumni board members (June 2023)
* 6-hour board "retreat" to bid farewell to departing members and create strategic goals for FYE23 (June 2023)
* **Significant policy directions or actions were taken by the Board during the reporting period:**
* Updated bylaws in December 2022 (no major changes)

**Number of board members who reside and/or work in Santa Monica:**

12/19 members are SM Residents (May/June 2023; rolling members and new members overlap)

**Board vacancies and plans to fill those vacancies, if applicable:**

There are currently no vacancies (we currently have 14 members; bylaws require a minimum of 12)

###### SECTION IV: STAFFING PATTERN

Have there been any staffing changes during the reporting period (i.e., staff vacancies, staff recruitment, changes in FTE)? Please describe. If staff vacancies exist, please provide an anticipated hiring date and explain how caseloads and work have been distributed to ensure service levels are maintained.

Please indicate how volunteers or paid or unpaid interns were used during the reporting period. Provide the total number of volunteers or interns and hours provided. If interns were used, please indicate their program level (e.g. undergraduate, masters).

**Staff:**

* We experienced staff with medical leave:
  + In October of 2022, One FTE was on a 6-week maternity leave
* One resignation from FTE Teacher due to commute
* One resignation from PTE due to salary
* One resignation from PTE due to commute
* One resignation from FTE due to salary
* One termination of FTE due to irreconcilable differences
* One resignation from PTE due to career change
* One resignation from FTE to return to graduate school

We have vacancies for the following positions:

Two FTE Assistant Teacher positions, anticipated hiring date Sept 5, 2023.

We continue to advertise for qualified ECE teachers and will screen, interview and tour prospective candidates for all open positions for hire as soon as possible. In the interim, our Support Teachers have increased hours to support the program’s vacancies, and the director and office manager offer support as needed.

**Students/Volunteers:**

Volunteer opportunities were limited to two individuals per day, focused on office projects, cleaning facilities and organization of materials. All volunteers were asked for proof of COVID vaccination and to wear a face mask during their volunteer hours.

Two alumni volunteers were on-site everyday for two weeks for a total of 27 hours

One alumni volunteer was on-site in the summer for a total of seven hours

One parent volunteer was on-site three days a week for four weeks

Multiple parent volunteers were on-site throughout the year to organize and digitally file children’s books and resource books for educators

**SECTION V: SPECIAL FUNDING CONDITIONS**

Provide a status report on how the agency is meeting its funding conditions listed in Exhibit A of your Grant Agreement, clearly addressing each individual funding condition in bullet point format.

**Standard Funding Conditions:**

1) GP has supported the City’s efforts to develop an outcomes measurement system to better track human services program demographics and outcomes by the following:

Reviewed findings of the City’s Local Well-Being Index

Continue to provide high-quality early education and care to young children of Santa Monica residents and/or its employees

Collected data required by the City that can be provided to develop the City’s management system

2) GP has taken several steps to provide services in adherence to the safety protocols

*Service delivery*

We have modified hours of operation to 8:00-5:00pm

Children spend the majority of the day outdoors

All adults are strongly encouraged to wear face masks while on campus

All external visitors/volunteers must wear face masks while indoors

*Physical infrastructure*

We have designed an outdoor sign in area for parents to sign in their children and encourage physical distancing

We keep doors and windows open and fans on (whenever possible) while indoors

*Safety Equipment*

We provide touchless thermometers for each classroom

We provide PPE for all employees (including but not limited to surgical masks, gloves, and face shields)

We provide smocks for infant teachers, smocks are washed after use

*Protocols*

We ensure daily digital health screenings for staff and children

All adults must wash hands or sanitize their hands upon entry

We wear masks (anyone 2 years+) when illness is high and have an confirmed case of covid, and have increased hand washing routines

We sanitize spaces weekly and wash materials daily (i.e., mouthed toys, hand towels)

Parents are providing snacks in lieu of teachers preparing snacks and parents bring school materials in washable bags taken home daily

Our illness, quarantine, and isolation protocols were all updated/created in accordance with LACDPH’s guidelines

We created a Community Agreement and Travel Policy that include best practices from the LACDPH and CDC

3) We acknowledge this new funding condition and will support our eligible community members to participate in these programs as needed.

**Youth & Families Agencies:**

* Executive Director and/or Campus Director regularly attend Early Childhood Task Force (ECTF) meetings
* In the event of a community crisis, the Campus and Executive Director will partner with Santa Monica Family Services and our Santa Monica City analyst to find available resources for our parent body. Families may be referred to grief counseling, financial assistance, medical resources and services, and family therapy.
* Growing Place hiring protocols require all employees to submit a Live Scan background check and a negative tuberculosis test upon hiring. If a new employee has not already completed the California Child Abuse Mandated Reporter training, they do so as part of the GP onboarding.

**Growing Place**

* As part of the Growing Place application process, families indicate if they are City government employees or Santa Monica residents. The program uses the agreed upon procedures for determining program participants eligibility and documentation is in client files.
* See attached budget. GP has allocated $ 81,081 is allocated for tuition assistance to families that qualify. (45% of the grant) for FY 2022-23
* This reporting period, we have provided tuition assistance to twelve families, which meets our target of 15%, or eight enrolled. Approximately one-third of our families receiving assistance were given a significant subsidy making their enrollment at Growing Place possible. The families currently subsidized by our Tuition Assistance Program (TAP) earn between $12,301/yr. (for a family of two) and $197,968/yr. (for a family of four). These income levels are based on 2021 tax returns. We take into account the current circumstances of the families. Note that the HSGP helped fund one family whose 2021 income was $440,000 due to a terminal illness and requiring palliative care. As a result of the parental illness, in addition to job/income loss, the family incurred increased medical expenses. Of the remaining recipients, three have single-parent households and family size ranges between 2-4 family members per household.  We only consider families for tuition assistance meeting the following requirements:
  + Santa Monica residents
  + Parent(s) must have proof of employment income
  + Full-time working parent(s)

The Growing Place is committed to serving as many families requiring tuition assistance as possible. However, we also value providing as much financial support as possible to families that otherwise would not be able to enroll. Our decision to allocate tuition assistance funds to the most underprivileged applicants in significant amounts is also aligned with our mission and commitment to increase the diversity in our community. Below are some barriers we encounter in our recruitment and enrollment process:

* Some low-income families need substantial financial support, which limits how many families can be awarded tuition assistance at one time
* Families seeking financial support reached out for placement when enrollment was full
* Some families who received financial assistance from outside sources needed additional funding that we could not meet

Acknowledging our natural constraints (and the additional constraints of a COVID-19 operation) and meeting our funding conditions, we are committed to the following actions below:

We continue to foster our relationship with agencies and Santa Monica community efforts aligned with bringing awareness and providing high-quality early childhood education to underserved families. These agencies/efforts include:

Reaching out to CFC to recruit low-income families when space and funding is available

Reaching out to Westside Infant Network when space and funding is available

Reaching out to Family Services of Santa Monica when space and funding is available

Reaching out to Community Corp. of Santa Monica when space and funding is available

Reaching out to Santa Monica College Students, fully employed, with young children and in need of childcare

* Twelve of our enrolled families are from low and moderate-income residents. Revenues and the tuition assistance budget - provided on a spreadsheet
  + Documentation of the number of City employees and Growing Place employees enrolled in program
    - City employees: 6 parents / 6 children
    - Growing Place employees: 0
  + Verification of eligibility criteria for tuition assistance funds as outlined in Exhibit B. Family must:
    - Demonstrate full-time employment (30 hours minimum)
    - Demonstrate income through Federal Tax Returns, and recent paycheck stubs and/or other verification required by FAST (Financial Aid and School Tuition online suite).
    - Demonstrate SM residency through current lease agreement or utility bills

It should be noted that Growing Place employees are not eligible for Tuition Assistance from the Human Services Grant unless they 1) meet all the eligibility criteria (i.e., income, residency, full-time employment, and documentation) 2) are employed at our Ocean Park Campus or Lab School Campus and 3) do not receive our tuition employee benefit

* + Number of children served with tuition assistance funds and the percentage of each child’s tuition covered by these funds:

2022-2023 Recipients of Tuition Assistance:

In July 2022:

Child 1 - 85% of tuition is covered by MP Tuitions Assistance Program Fund

Child 2 - 53% of tuition is covered by MP Tuitions Assistance Program Fund

Child 3 - 37.95% of tuition is covered by MP Tuition Assistance Program and 60% by CFC

Child 4 - 67% of tuition reimbursement by CFC

For August 2022-July 2023:

Child 1 - 65.12% of tuition is covered by MP Tuition Assistance Program Fund

Child 2 - 48.11% of tuition is covered by MP Tuition Assistance Program Fund

Child 3 - 41.23% of tuition is covered by MP Tuition Assistance Program Fund

Child 4 - 31.43% of tuition is covered by MP Tuition Assistance Program and 61.75% tuition reimbursement by CFC

Child 5 - 31.74% of tuition is covered by MP Tuition Assistance Program Fund

Child 6 - 30% of tuition is covered by MP Tuition Assistance Program Fund

Child 7 - 27.22% of tuition is covered by MP Tuition Assistance Program Fund

Child 8 - 5.6% of tuition is covered by MP Tuition Assistance Program and 93% tuition reimbursement by CFC

* + The City of SM issues its income guidelines annually (for the following fiscal year, which we implement on August 1st through July 31st). The City's scale takes into account the exorbitant rents in SM as well as family size. We use these guidelines to determine income eligibility.
* GP notified the city of a tuition increase on March 25, 2022. GP published it's tuition increase to parents in February 2022.

* We operate year-round, M-F 8:00-5:00 pm. We are closed on identified holidays, five days summer break, two-week winter break, five days spring break, which typically coordinate with the SMMUSD breaks, and six staff development days. \*Hours of operations are restricted during COVID-19 pandemic for both campuses to abide by the order from Los Angeles County Department of Public Health to keep children and teachers in stable groups, while adhering to labor laws, and incumbent on a healthy and available workforce.

**SECTION VI: SERVICE NEEDS AND REFERRALS**

The following tables track data on program participant needs and the inter-agency relationships utilized to address them. Please provide this information as completely and accurately as possible for participants entering your program.

|  |  |  |
| --- | --- | --- |
| **ASSESSMENT OF ADDITIONAL SERVICE NEEDS**  **(Santa Monica Participants)** | **FY 2022-23**  **Number Responding “Yes”**  **at Mid-year** | **FY 2022-23**  **Number Responding “Yes”**  **at Year-end** |
| * “Do you or anyone in your household have unmet employment needs?” | 0 | 2 |
| * ”Have you missed or been late on a home rental or mortgage payment within the last 12 months?” | 0 | 0 |
| * “Do you or anyone in your household have an unmet childcare/afterschool need?” | 0 | 4 |

|  |  |  |
| --- | --- | --- |
| **INCOMING PARTICIPANT REFERRALS**  **(Santa Monica Participants)** | **FY 2022-23**  **Number**  **at Mid-year** | **FY 2022-23**  **Number**  **at Year-end** |
| Participants referred by another agency |  |  |
| **Please list the top 3 referring agencies** |  |  |
| * + Connections for Children | 2 | 3 |
| * + Family Services of Santa Monica | 1 | 1 |
| * + City of Santa Monica | 1 | 6 |

**SECTION VII: PROGRAM SERVICES AND OUTCOMES**

Provide a status report on the program activity levels and outcomes for Santa Monica program participants as indicated in Section VII of your Program Plan. Examples have been provided for your reference; please insert rows as needed to align with your Program Plan. For outcome achievement not documented in a report, please provide narrative explanation and/or documentation of how outcome data is captured.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Service Category/ Program Goal** | **Activity Type** | **Activity Description** | **Annual Target\*** | **Documentation**  **Method** | **Mid-Year**  **Status Report** | **Year-End**  **Status Report** |
| 1 | School readiness | Output | Participants receive high quality early childhood education in preparation for kindergarten/TK (in fall 2023) | 16 SMPP | Attendance  Conference Forms | 20 SMPP | 20 SMPP |
| Outcome | Participants matriculating to kindergarten and TK (in fall 2022) will demonstrate advancement to the next developmental bracket in social-emotional, physical motor, and cognitive domains | 13 SMPP | Electronic File | 12 SMPP | 12 SMPP |
| 2 | Early intervention | Output | Participants are screened for developmental delays or concerns | 63 SMPP | ASQs  Conference Forms | 47 SMPP | 48 SMPP |
| Outcome | Participants with identified or suspected concerns are referred to outside services as appropriate and/or supported with an individualized internal program plan | 5/5 SMPP  100% | Conference Forms  Internal Program Plan | 6 of SMPP (100%) children identified with a need were referred to outside services for further evaluation | 7 of SMPP (100%) |
| 3 | Increase childcare access | Output | Active engagement with local community organizations and/or presence at events | # of agencies engaged/  events attended | E-mail communication  Flyers | 6 active agency relationships  Attended 7 community events | 7 active agency relationships  Attended 13 community events |
| Outcome | Outreach to and enrollment of children identified as coming from low-income families living in SM | 15% of total enrollment | Tuition Assistance Files | 19%  (11 TA/56 Enrolled) | 19%  (12 TA/63 SMPP) |
| 4 | Parent Support | Output | Offer support to parents of participants through parent-teacher conferences and parent workshops with ECE professionals including but not limited to directors, teachers, and mental health and developmental consultants/specialists | 100% of parents of all enrolled participants will participate in parent-teacher conferences  100% of parents will have access to parent directed workshops with 50% parent attendance | Attendance records | 100% Parent participation during Fall Parent-Teacher Conferences    11 Parent Events (With an overall parent attendance of 180 (includes duplicates), to events including but not limited to reflective parenting series, parent-teacher dialogues, Welcome Picnic, Kindergarten readiness etc.) | 100% Parent participation during Fall and Spring Parent-Teacher Conferences  24 Parent Events (With an overall parent attendance of 192 (includes duplicates), to events including but not limited to reflective parenting series, parent-teacher dialogues, Welcome Picnic, Kindergarten readiness etc.) |
| 4 | Parent Support | Outcome | Parents demonstrate improved through survey/self-assessment of parenting competencies and comfort level in parenting journey | Parents of all enrolled participants | Survey/Self-Assessment results | Survey to be conducted at end of the year | 50%  23 SMPP/46 Enrolled |

###### VARIANCE REPORT:

###### Mid-year: Please identify specific outputs or outcomes not on track for being met by year-end. Provide an explanation of the barriers the program is experiencing and the steps the staff is taking to mitigate the situation.

###### Year-end: Please provide an explanation for each output or outcome for which achievement is above or below 10% of the projected target.

Goal 2: Early Intervention - Participants are screened for developmental delays or concerns

* 12 children moved to TK/K programs and 3 children left the program in July of 2022 and were not screened during the period covered by the year-end report, though they were screened in May.

Goal 4: Parent Support - Parents demonstrate improved through survey/self-assessment of parenting competencies and comfort level in parenting journey

* 16 families graduated or left the program in July 2022 and were not surveyed.
* 50% of our parents did not participate in our annual survey as COVID protocols were lifted, parent travel plans were increased, impacting the turnout of parent participation in our survey. Two SMPP families left the program prior to the survey being distributed.
* To increase future survey participation:
  + Survey will be sent out as soon as we reach full capacity (51) to reach as many families as possible.
  + Survey will be sent to Marine Park families only, by Marine Park administration, to increase our ability to track response rates (in lieu of being sent to all three campuses from the Program Coordinator)
  + Teachers will follow up with parents re: survey completion as part of their daily interactions
  + Administration will create and post QR codes for the survey at sign in table to encourage participation.

**SECTION VIII: PROPERTY MANAGEMENT**

If this program has entered into a lease agreement with the City of Santa Monica, please provide a status report of facility improvements and routine maintenance performed during the reporting period.

* Unclogged preschool toilet (2x) by GP
* Unclogged outdoor preschool sink by GP
* Sink replaced in the adult bathroom by GP
* Fire extinguishers dated and replaced by the City
* Water filters replace by the City
* Air filters replaced by City
* Fire panel inspection and wire replacement by the City

Partial replacement of original flooring in adult bathroom by GP

Sanded and painted walls in preschool room by GP

Partial retiling of the flooring in toddler and preschool rooms by GP

Installed children's library in the teacher workspace by GP

Painted doors in all classrooms by GP

Repaired outdoor trellis by GP

Spackled, sanded and painted walls in the staff lounge by GP

Installed courtyard shade awning by GP

Sealed rooftop, inner courtyard roof and painted courtyard by GP

Installed slip resistant flooring in toddler room by GP

Sealed leaking valve in infant diaper room by the City

Repaired preschool toilet by GP

Replaced leaking sink in the infant diaper room by GP

Replaced front gate door knob by GP

Sealed water heater rooftop in the infant room by the City

Sealed and repaired roof leak in lobby and preschool room by the City

**By submitting this report to the Housing and Human Services Division, I certify that this report is true, complete and accurate to the best of my knowledge and that all disbursements have been made in compliance with the conditions of the Grantee Agreement and for the purposes indicated.**