APPLICATION
for a
CHILD DEVELOPMENT PROGRAM

SANTA BARBARA CITY COLLEGE
CHILDREN'S CENTER

Donna B. Coffman
Director

May 3, 1976
Submit one individually signed copy of this application to: California State Department of Education, Office of Child Development, 721 Capitol Mall, Sacramento, California 95814.

All applications (except Migrant Programs) are due May 1, 1976.

The applicant agency designated below hereby applies to the California State Department of Education for funds to provide activities and services for meeting educational needs as set forth in this application.

Legal name of applicant agency
Santa Barbara Community College District
Street address
721 Cliff Drive
City County Zip Code
Santa Barbara, CA Santa Barbara 93109

Name & title of authorized representative Telephone No.
Donna B. Coffman, Director (805) 965-6883

Program Director (if other than above) Telephone No.

Same as above ( )

Fiscal Contact Person Telephone No.
Dr. David K. Shelver or David L. Pickering (805) 965-0581

Board of Directors Trustees
Chairman: Ann Gutshall
Address: 721 Cliff Drive, Santa Barbara, CA 93109
Telephone: (805) 965-0581

Members:
Joe W. Dobbs
Kathryn O. Alexander
Sidney R. Frank
James R. Garvin
Joyce H. Powell
Benjamin P.J. Wells

Send copies of correspondence to Program Director.

Send copies of correspondence re: All to person indicated below:
Name
David L. Pickering
Address 721 Cliff Drive, Santa Barbara, CA 93109
Title Controller
Tel. No. (805) 965-0581

Legal status of applicant agency: (check one)
Public X Private Non-Profit □ Private-Proprietary □
Applicant agency is: (check one)
County Supt. □ 4-Yr. Col. □ Sch. Dist. □ Univ. □
Other (specify) □

Operating dates for Program September 1, 1976 to June 10, 1977
Total child attendance days 180

A. Age Groups, Days and Hours of Operation (Funds requested in this application ONLY).

Indicate in the appropriate box an estimate of the number of children to be served by funds to be provided upon approval of this application:

INFANTS □ CHILDREN □ CHILDREN □
0-2 Yrs. □ 2-5 Yrs. 45 □ 5-14 Yrs. □

B. Estimate average daily number of children in attendance to be supported by this funding: INFANTS □ OTHER CHILDREN 45

C. Operating dates: From 9-1-76 to 6-10-77
Actual total number of days center will be open to children during funding period of this application: 180

D. Daily operational hours: From 7:30 a.m. to 5:30 p.m.

E. Estimate average daily hours per child:

INFANTS □ OTHER CHILDREN 7 1/2

/** Use these figures in Item 13-A
*/ Use these figures in Item 13-C

No. of separate sites □ Please complete site information for each location on Page 7.
No. of children State eligible (extended fee schedule) □

6. SIGNATURE DESIGNATION - The Signature of the executive officer, Superintendent, or other designated individual is required on all claims for reimbursement. Please designate, with the appropriate signature, the individual who will sign reimbursement claims and other financial reports. *Any two of the following signatures:

Signature
Glenn G. Gooder, Superintendent/President

Signature
David K. Shelver, Asst. Superintendent, Business Servi

Signature
David L. Pickering, Controller
The following provisions constitute a part of this application:

1. The Contractor agrees to indemnify, defend and save harmless the State, its officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, materialmen, laborers and any other person, firm or corporation furnishing or supplying work, services, materials or supplies in connection with the performance of this contract, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by the Contractor in the performance of this contract.

2. The Contractor, and the agents and employees of Contractor, in the performance of this agreement, shall act in an independent capacity and not as officers or employees or agents of the State of California.

3. The State may terminate this agreement and be relieved of the payment of any consideration to Contractor should Contractor fail to perform the covenants herein contained at the time and in the manner herein provided. In the event of such termination the State may proceed with the work in any manner deemed proper by the State. The cost to the State shall be deducted from any sum due the Contractor under this agreement, and the balance, if any, shall be paid the Contractor upon demand.

4. Without the written consent of the State, this agreement is not assignable by Contractor either in whole or in part.

5. Time is of the essence in this agreement.

6. No alteration or variation of the terms of this contract shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreement not incorporated herein shall be binding on any of the parties hereto.

7. The consideration to be paid Contractor, as provided herein, shall be in compensation for all of Contractor's expenses incurred in the performance hereof, including travel and per diem, unless otherwise expressly so provided.

8. The Fair Employment Practices Addendum is marked Exhibit A, attached hereto and made a part hereof.

9. The Affirmative Action Regulations adopted by the State Board of Education are marked Exhibit B, and attached hereto and made a part hereof.

The applicant agency hereby assures the Superintendent of Public Instruction that:

1. The control of funds and title to property derived therefrom shall be in the agency for the uses and purposes provided; the agency will administer such property and funds and shall apply funds only for the purposes for which they are granted.

2. The agency will make an annual report and such other reports to the State Department of Education in such form and containing such information as may be reasonably necessary to enable the State Department of Education to perform its duties. The agency will keep such records and accord such access thereto as the State Department of Education may find necessary to assure the correctness and verification of such reports.

3. The Assurance of Compliance (Form HEW 441), court order, or desegregation plan applies to this application.

4. Expenditures under child development programs funding source will not be used to supplant local financial effort.

5. The plans for evaluation of the program will be on file in the office of the agency. They will include the provisions outlined in sections III, IV and V of A Handbook for the Evaluation of Multi-Funded Educational Programs (Sacramento: California State Department of Education, 1973).

6. Auditable records of the child development program will be maintained on file at the agency office.

CERTIFICATION

I certify that the above provisions, assurances, state and federal regulations applicable to the use of these funds will be observed; that, to the best of my knowledge, the information contained in this application is correct and complete; that the applicant agency named has authorized me, as its representative, to file this application; and that such action is recorded in the minutes of the agency governing board's meeting of May 6, 1973.

Signed ____________________________
Authorized Representative

Date ____________________________

Glenn G. Gooder, Superintendent/President

Type or print name and title of authorized representative.
1. In the performance of this contract, the Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, ancestry, sex, age*, or national origin or physical handicap. The Contractor will take affirmative action to ensure that applicants are employed and that employees are treated during employment, without regard to their race, color, religion, ancestry, sex, age, or national origin or physical handicap. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor shall post in conspicuous places, available to employees and applicants for employment, notices to be provided by the State setting forth the provisions to this Fair Employment Practices section.

2. The Contractor will permit access to his records of employment, employment advertisements, application forms, and other pertinent data and records by the State Fair Employment Practices Commission, or any other agency of the State of California designated by the awarding authority, for the purposes of investigation to ascertain compliance with the Fair Employment Practices section of this contract.

3. Remedies for Willful Violation:

(a) The State may determine a willful violation of the Fair Employment Practices provision to have occurred upon receipt of a final judgment having that effect from a court in an action to which Contractor was a party, or upon receipt of a written notice from the Fair Employment Practices Commission that it has investigated and determined that the Contractor has violated the Fair Employment Practices Act and has issued an order, under Labor Code Section 1426, which has become final, or obtained an injunction under Labor Code Section 1429.

(b) For willful violation of this Fair Employment Practices provision, the State shall have the right to terminate this contract either in whole or in part, and any loss or damage sustained by the State in securing the goods or services hereunder shall be borne and paid for by the Contractor and by his surety under the performance bond, if any, and the State may deduct from any moneys due or that thereafter may become due to the Contractor, the difference between the price named in the contract and the actual cost thereof to the State.

"It is unlawful employment practice for an employer to refuse to hire or employ, or to discharge, dismiss, reduce, suspend, or demote, any individual between the ages of 40 and 64 solely on the ground of age,..." (Labor Code Section 1420.1)
Chapter 4. Affirmative Action Employment Programs

Section 30. Findings of Fact
(a) In general, California school districts employ a disproportionately low number of racial and ethnic minority teachers and a disproportionately low number of women and members of racial and ethnic minorities in administrative positions.
(b) There is a close correlation between the school assignment of pupils and the school assignment of professional staff of the same racial and ethnic minority groups, i.e., minority staff members tend to be concentrated in ethnically imbalanced schools.
(c) It is educationally sound for the minority student attending a racially impacted school to have available to him the positive image provided by minority teacher, counselor, and administrator. It is likewise educationally sound for the child from the majority group to have positive experiences with minority people which can be provided, in part, by having minority teachers, counselors, and administrators at schools where the enrollment is largely made up of majority-group students. It is also educationally important for students to observe that women as well as men can assume responsible and diverse roles in society.
(d) Past efforts to promote additional action in the recruitment, employment, and promotion of women and minorities have not resulted in a substantial increase in employment opportunities for such persons.
(e) Lessons concerning democratic principles and the richness which racial diversity brings to our national heritage can be best taught by the presence of staffs of mixed races and ethnic groups working toward a common goal.
(f) In order for school districts and offices of county superintendents of schools to increase representation of women and racial and ethnic minority staff members, there should be policy direction from the State Board of Education which requires such agencies to adopt and implement affirmative action employment plans.

Note: Authority cited: Section 132, Education Code; California Fair Employment Practices Act (Sections 140, et seq.); Titles VI and VII, Civil Rights Act of 1964-1972; Code of Federal Regulations (Sections 701-706); Presidential Executive Order 11249, as amended by Executive Order 11375, and the California Code of Fair Practices.

History: 1. New Chapter 4 (§§ 30 through § 36) filed 4-17-74; effective thirty-first day thereafter (Register 74, No. 16).
31. Policy. The State Board of Education maintains as its policy to provide equal opportunity in employment for all persons and to prohibit discrimination based on race, sex, color, religion, age, physical handicap, ancestry, or national origin in every aspect of personnel policy and practice in employment, advancement, and treatment of employees, and to promote the total realization of equal employment opportunity through a continuing affirmative action employment program.

32. Statement of Intent. The State Board of Education recognizes that it is not enough to proclaim that public employers do not discriminate in employment but that we must also strive actively to build a community in which opportunity is equalized. In adopting this chapter, it is the intent of the State Board of Education to require educational agencies to adopt and implement plans for increasing the numbers of women and minority persons at all levels of responsibility.

33. Definitions. As used in this chapter: (a) “Affirmative action employment program” means planned activities designed to seek, hire, and promote women and persons of minority racial and ethnic backgrounds. It is a conscious, deliberate step taken by a hiring authority to assure equal employment opportunity for all staff, both certificated and classified.

Such programs require the employer to make additional efforts to recruit, employ, and promote members of groups formerly excluded at the various levels of responsibility who are qualified or may become qualified through appropriate training or experience within a reasonable length of time. Such programs should be designed to remedy the exclusion, whatever its cause.

Affirmative action requires imaginative, energetic, and sustained action by an employer to devise recruiting, training, and career advancement opportunities which will result in increased representation of women and minorities.

(b) “Goals and timetables” means projected new levels of employment of women and minority racial and ethnic groups to be attained on a specific schedule, given the expected turnover in the work force and the availability of persons who are qualified or may become qualified through appropriate training or experience within a reasonable length of time. Goals are not “quotas” or rigid proportions. They should relate both to the qualitative and quantitative needs of the employer.

(c) “Public education agency” means the State Department of Education, each office of the county superintendent of schools, and the governing board of each school district in California except community college districts.

34. Development and Implementation of Programs. Each public education agency will develop and implement an affirmative action employment program for all operating units and at all levels of responsibility within its jurisdiction. The affirmative action employment program shall have goals and timetables for its implementation. The plan will be a public record within the meaning of the California Public Records Act (Government Code Sections 6250 through 6260).

35. Responsibility of Department. The Department of Education shall develop and disseminate to public education agencies guidelines to assist such agencies in developing and implementing affirmative action employment programs and shall render assistance to such agencies in carrying out the requirement of this chapter.

36. Responsibility of County Superintendent of Schools. Each county superintendent of schools shall render assistance in developing and implementing affirmative action employment programs to elementary school districts under his jurisdiction which had fewer than 501 units of average daily attendance during the preceding fiscal year, and in high school districts under his jurisdiction which had fewer than 301 units of average daily attendance during the preceding fiscal year, and in unified school districts under his jurisdiction which had fewer than 1,501 units of average daily attendance during the preceding fiscal year.
California State Department of Education/Office of Child Development
721 Capitol Mall, Sacramento, CA 95814
Form CD-7701 (3/76)

CHILD DEVELOPMENT PROGRAM APPLICATION
Program Year 1976-77

Applicant Agency will operate program. Yes [X] No
If no, complete the following:
Name of Operating (or Delegate) Agency/ies

(attach additional page/s if necessary)

Sites. COMPLETE A SEPARATE FORM FOR EACH SITE TO BE USED IN PROGRAM. ADDITIONAL FORMS ARE AVAILABLE.

Site Name Santa Barbara City College Children's Center
629 Coronel Place, Santa Barbara, CA 93101
Site Address City Zip Codes
Site Contact Person Donna Coffman Tel. 805 965-6883

Site is owned [X], rented [], donated [], or leased with option to purchase [ ]
Has this site been previously used for this program? Yes [X] No
Is this a new site planned to open this year for the first time? Yes [X] No

Estimate number of children to be enrolled at this site:
Federally Eligible [ ] State Eligible [ ]
Federally Eligible [ ] Full Cost [ ]
(extended fee schedule)

Is site shared with programs funded by other sources? Yes No
Number of Children

Are the children in commingled classes? Yes [X] No
Total child capacity of site: 45

[ ] [ ] [ ] [ ]

Computation of hourly cost per child hour of attendance based on proposed budget (funds requested from SDE ONLY):
(See Instructions)

A. Number of children to be partially or fully supported by SDE funds each day 45
B. Total number of days center will be in operation through June 30, 1977 180
C. Average number of hours each child will be in attendance each day 7
D. Total budget amount $69,255 (requested from SDE ONLY)
E. Cost per child hr. of attendance $1.14 (cannot exceed $1.14-3.15) E = D + (A x B x C) (see Instructions)

* Calculate children of families certifiable as Current Aid Recipient or Income Eligible (see Title XX Guidelines).
A. Number of children including full-cost children who will participate in the total Child Development Program provided by the agency each day. (see Instructions) 45
B. Total number of days center will be in operation through June 30, 1977 180
C. Average number of hours children will be in attendance each day 7
D. Total budget amount requested from SDE ONLY Anticipated parent fees (Income Eligible, Full Cost) $69,255
Child Development Fund Tax revenue $24,343**
County Maintenance of Effort Funds $-
Revenue Sharing $-
Housing & Community Development $-
United Way $-
Private Donations (other) $-

Other income (specify) Food Reimbursement $2,545
TOTAL ALL ANTICIPATED RESOURCES $96,143

E. Cost per child hour of attendance (projected) $1.58
E = D + (A x B x C)

-6- (over) **$24,343 plus $17,314 required district share (25%) included in 14D = $41,657
Write a brief description of the child development program. Include information about how long the program has been in operation, the environmental setting (rural, suburban, urban), ethnicity, language dominance, socioeconomic characteristics, and opportunities for educational/cultural experiences for children in the child development program. If a bilingual education program is being conducted, describe the use of languages other than English in the home, in the community (stores, business, churches, recreation), and in the school setting. (Migrant Programs ONLY: Include schedule for Program III and its relation to Program I and/or II; example: 4 hrs. a.m., 4 hrs. p.m., or double session. See Migrant Application.)

The Santa Barbara City College Children's Center, now in our fourth year, is an urban, multi-ethnic day care center which operates from 7:30 a.m. to 5:30 p.m. the year round, with the exception of August and other college vacation periods.

The Center serves the children ages two-and-a-half to kindergarten entry of college students of the Santa Barbara Community College District. The only center in the area open exclusively for children of students meeting the state-mandated financial criteria, the families served are almost entirely current AFDC welfare recipients. The dominant language is English.

Educational objectives for the children focus on five major areas: physical development, emotional stability and mental health, social competence, creative self-expression and cognitive growth. A special concern is multicultural education.

Parents are welcomed and expected to participate in a variety of ways, from setting up special programs for the children to serving on the Parent Advisory Board.

Another uniqueness is that the Center offers student teaching stations for the Nursery School majors attending the College, which has proved to be an enriching experience for all concerned.
# CHILD DEVELOPMENT PROGRAM BUDGET

**FY 1976-1977**

<table>
<thead>
<tr>
<th>OBJECTS OF EXPENDITURE*</th>
<th>(1) CHILD DEVELOPMENT PROGRAM: (Do not exceed Planning Amount in Col. 1)</th>
<th>(2) OTHER PLANNED EXPENDITURES</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Check one:</td>
<td>Income Source: Amount:</td>
</tr>
<tr>
<td></td>
<td>CHILD CARE.... X</td>
<td>Donations $</td>
</tr>
<tr>
<td></td>
<td>STATE</td>
<td>Permissive Tax** $24,343</td>
</tr>
<tr>
<td></td>
<td>PRESCHOOL........</td>
<td>Special Food Reimbursement $2,555</td>
</tr>
<tr>
<td></td>
<td>SCHOOL AGE</td>
<td>Rent Subsidy $</td>
</tr>
<tr>
<td></td>
<td>PARENTING........</td>
<td>Maintenance of Effort $</td>
</tr>
<tr>
<td></td>
<td>CAMPUS CHILD CARE....</td>
<td>Other: $</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Other: $</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Other: $</td>
</tr>
</tbody>
</table>

**1000 CERTIFICATED SALARIES - TOTAL**

- 399 Teachers' Salaries  
- 1.00 School Administrators' Salaries  
- 1.00 Supervisors' Salaries  
- 1.00 Phys. & Mental Health Personnel Salaries  
- 1.00 Other Cert. Salaries

**10,658**  
**10,350**

**1,050 CLASSIFIED SALARIES - TOTAL**

- 2.00 Instr. Aides for Direct Tch. Asst. Salaries  
- 2.00 Class Sal. of City Supt.'s Off. & Dist. Adm. Pers.  
- 2.00 Clerical & Other Ofc. Pers. Salaries  
- 2.00 Maint. & Operations Pers. Salaries  
- 2.00 Food Service Personal Salaries  
- 2.00 Transportation Pers. Salaries  
- 2.00 Other Classified Salaries

**1,050**  
**75**

**3,000 EMPLOYEE BENEFITS - TOTAL**

- 3.00 State Teachers' Ret. System Annuity Fund  
- 3.00 Public Employees' Ret. Fund  
- 3.00 Old Age, Surv., Disability & Health Insurance  
- 3.10 Health and Welfare Benefits for Teach. & Instr. Aides  
- 3.20 Health & Welfare Benefits for all Other Employees  
- 3.30 State Unemployment Insurance  
- 3.50 Workmen's Compensation  
- 3.40 Other Benefits

**1,462**  
**1,457**  
**1,117**  
**3,602**  
**1,398**  
**285**  
**111**

This chart of accounts is the most commonly needed and may be expanded as required in accordance with the California School Accounting Manual.

**Over**  

**-8-**  

**Permissive tax levied will also include $17,314 (25% of $69,255 in column 1)**
<table>
<thead>
<tr>
<th>OBJECTS OF EXPENDITURE</th>
<th>CHILD DEV. PROGRAM (Do not exceed Planning Amount)</th>
<th>OTHER PLANNED EXPENDITURE</th>
</tr>
</thead>
<tbody>
<tr>
<td>4000 BOOKS, SUPPLIES &amp; EQUIP. REPLACEMENT TOTAL</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4100 Textbooks</td>
<td>270</td>
<td>105</td>
</tr>
<tr>
<td>4200 Other Books</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4300 Instructional Supplies</td>
<td>1,642</td>
<td>638</td>
</tr>
<tr>
<td>4400 Instruct. Media Mat'l's. &amp; Supplies</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4500 Other Supplies</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4600 Pupil Transportation Supplies</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4700 Food Services</td>
<td>6,555</td>
<td>2,545</td>
</tr>
<tr>
<td>4710 Food</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4715 Labor</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4790 Other Food Services</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4800 Equipment Replacement</td>
<td>216</td>
<td>84</td>
</tr>
<tr>
<td>5000 CONSTR. SERV. &amp; OTHER OPER. EXP. - TOTAL</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5100 Contracts for Personal Service</td>
<td>324</td>
<td>126</td>
</tr>
<tr>
<td>5200 Travel, Conference &amp; Other Expense</td>
<td>513</td>
<td>200</td>
</tr>
<tr>
<td>5300 Dues and Membership</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5400 Insurance</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5410 Property Insurance</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5420 Liability Insurance</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5430 Fidelity Bond Premiums</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5440 Pupil Insurance</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5500 Utilities and Housekeeping Services</td>
<td>1,225</td>
<td>475</td>
</tr>
<tr>
<td>5600 Contracts, Rents and Leases</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5610 Contracts - Repairs</td>
<td>432</td>
<td>168</td>
</tr>
<tr>
<td>5620 Rents</td>
<td>5,705</td>
<td>2,215</td>
</tr>
<tr>
<td>5630 Leases</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5700 Legal, Election &amp; Audit Expenses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5710 Legal</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5730 Audit</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6000 SITES, BLDG., EQUIPMENT - TOTAL</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6100 Sites &amp; Improvement of Sites</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6200 Bldgs. &amp; Improv. of Buildings</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6400 Instructional Equipment</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6430 Food Service Equipment</td>
<td>720</td>
<td>280</td>
</tr>
<tr>
<td>6490 All Other Equipment</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Approved Indirect Costs - Rate _____ %

Amount:

TOTALS: 69,255 26,888

Instructions:

Col. 1: Refer to planning amount (CD6147) and indicate the anticipated expenditures in the various account classifications.

Col. 2: Indicate planned expenditures of all anticipated other income including donations, child development tax, rent subsidy, county child care maintenance of effort, special food reimbursement, etc.
DELEGATE AGENCY
CHILD DEVELOPMENT PROGRAM BUDGET
FY 1976-1977

A separate budget must be completed for each delegate agency and maintained in Applicant files.

(Retain this budget in your files--do not submit to Office of Child Development)

<table>
<thead>
<tr>
<th>OBJECTS OF EXPENDITURE*</th>
<th>NAME OF DELEGATE AGENCY</th>
<th>NAME OF DELEGATE AGENCY</th>
</tr>
</thead>
<tbody>
<tr>
<td>1000 CERTIFIED SALARIES - TOTAL</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1100 Teachers' Salaries</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1200 School Administrators' Salaries</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1300 Supervisors' Salaries</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1600 Phys. &amp; Mental Health Personnel Salaries</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1900 Other Cert. Salaries</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2000 CLASSIFIED SALARIES - TOTAL</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2100 Instr. Aides for Direct Tch. Asst. Salaries</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2200 Class Sal. of City Supt.'s Off. &amp; Dist. Adm. Pers.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2300 Clerical &amp; Other Off. Pers. Salaries</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2400 Maint. &amp; Operations Pers. Salaries</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2500 Food Service Personnel Salaries</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2600 Transportation Pers. Salaries</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2900 Other Classified Salaries</td>
<td></td>
<td></td>
</tr>
<tr>
<td>300 EMPLOYEE BENEFITS - TOTAL</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3100 State Teachers' Ret. System Annuity Fund</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3200 Public Employees' Ret. Fund</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3300 Old Age, Surv., Disability &amp; Health Insurance</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3410 Health and Welfare Benefits for Teach. &amp; Instr. Aides</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3420 Health &amp; Welfare Benefits for all Other Employees</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3500 State Unemployment Insurance</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3600 Workmen's Compensation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3900 Other Benefits</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* This chart of accounts is the most commonly needed and may be expanded as required in accordance with the California School Accounting Manual.
Applicant Agency Name

<table>
<thead>
<tr>
<th>OBJECTS OF EXPENDITURE</th>
<th>DELEGATE AGENCY</th>
<th>DELEGATE AGENCY</th>
</tr>
</thead>
<tbody>
<tr>
<td>6000 BOOKS, SUPPLIES &amp; EQUIP. REPLACEMENT</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6100 Textbooks</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6200 Other Books</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6300 Instructional Supplies</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6400 Instruct. Media Mat'l's. &amp; Supplies</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6500 Other Supplies</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6600 Pupil Transportation Supplies</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6700 Food Services</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6710 Food</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6715 Labor</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6790 Other Food Services</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6800 Equipment Replace</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5000 CONTR. SLRV. &amp; OTHER UPR. EXP. - TOTAL</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5100 Contracts for Personal Service</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5200 Travel, Conference &amp; Other Expense</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5300 Dues and Membership</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5400 Insurance</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5410 Property Insurance</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5420 Liability Insurance</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5430 Fidelity Bond Premiums</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5440 Pupil Insurance</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5500 Utilities &amp; Housekeeping Services</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5600 Contracts, Rents and Leases</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5610 Contracts</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5620 Rents</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5630 Leases</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5700 Legal, Election &amp; Audit Expenses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5710 Legal</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5730 Audit</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6000 SITES, BLDG., EQUIPMENT - TOTAL</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6100 Sites &amp; Improvement of Sites</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6200 Bldgs &amp; Improv. of Buildings</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6400 Instructional Equipment</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6430 Food Service Equipment</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6490 All Other Equipment</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Approved Indirect Costs - Rate %;
Amount:

**TOTALS**

**Instructions:**

Prepare a budget for each delegate agency.
Retain the copy in your files.
COORDINATION OF COMMUNITY RESOURCES

1. Identify with a check (✓) in the column marked "Available" those resources that are available in the community.

2. Identify with an X in the column marked "To be used" those community resources that are to be used to enhance the education of the children. Describe in the last column how that resource will be used and in which program component. For example:

   Cultural agencies ✓ X Museum-Indian artifacts exhibit-multicultural education
   High school/adult education ✓ X ROP-classroom assistants-instructional components
   Physicians/dentists ✓ X Health appraisal-dental screening
   Welfare departments ✓

3. Describe briefly how articulation is to be accomplished between the community and the child care programs.

For example:

Joint parent and education meetings will be held for parents of the community and parents whose children participate in child care programs.

4. Describe how all specially funded programs will be coordinated. If bilingual education funds are used, describe how the bilingual program will be coordinated. Append additional pages if necessary.

(over)
-12-
**CHILD DEVELOPMENT PROGRAM APPLICATION**

Coordination of Community Resources  
Program Year 1976-77

<table>
<thead>
<tr>
<th>1. Community agency or organization</th>
<th>Available</th>
<th>To be used</th>
<th>Describe how the designated resources will be used in the program.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parent organizations</td>
<td></td>
<td>X</td>
<td>Parents Without Partners; lead panel discussion for parent meeting.</td>
</tr>
<tr>
<td>Civic groups</td>
<td></td>
<td>X</td>
<td>Contributions in labor, money, materials.</td>
</tr>
<tr>
<td>Service clubs</td>
<td></td>
<td>X</td>
<td>Field trips for children, resource centers for staff.</td>
</tr>
<tr>
<td>Cultural agencies</td>
<td></td>
<td>X</td>
<td>Field trips to parks, zoo, wading pool.</td>
</tr>
<tr>
<td>Recreational agencies</td>
<td></td>
<td>X</td>
<td>High school classes have yearly visits to Center.</td>
</tr>
<tr>
<td>High school/adult education</td>
<td></td>
<td>X</td>
<td>U.C.S.B. administers hearing tests. Extension courses for staff.</td>
</tr>
<tr>
<td>Businesses/industries</td>
<td></td>
<td>X</td>
<td>Fields Trips. Sources of free material from their discards.</td>
</tr>
<tr>
<td>Physicians/dentists</td>
<td></td>
<td>X</td>
<td>Resources for classroom materials, referrals, and speakers.</td>
</tr>
<tr>
<td>Welfare department</td>
<td></td>
<td>X</td>
<td>Speakers for Parent programs. Source of parent clients.</td>
</tr>
<tr>
<td>Family services agencies</td>
<td></td>
<td>X</td>
<td>Referrals. Parent meeting program resources.</td>
</tr>
<tr>
<td>Child protective agencies</td>
<td></td>
<td>X</td>
<td>Referrals.</td>
</tr>
<tr>
<td>Probationary agencies</td>
<td></td>
<td>X</td>
<td>Students from La Cuesta High School work part-time.</td>
</tr>
<tr>
<td>Other (specify)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2. Describe briefly how articulation is to be accomplished between the proposed child development program and existing child development programs and schools in the community.

Train teachers for other early childhood programs, locally and out of town. Train students from college workstudy program and students from local high schools.

Staff works cooperatively with other professionals in Week of the Young, T.A.E.Y.C. regional workshops, and C.C.D.A.A. meeting. This year our Center will assist with the California Association for the Education of Young Children's State Conference in Santa Barbara.

**Local Colleges -** Interdepartmental use: P.E. department does laundry for Center, Workstudy students augment regular staff, Dental Program gives yearly dental check for children, Hotel, Restaurant, Management Program provides lunches and snacks, Faculty serves on Parent Advisory Board, Audio Visual orders films.
CHILD DEVELOPMENT PROGRAM APPLICATION

PROGRAM COMPONENTS
Program Year 1976-77

A minimum number of activities are required for each component. The applicant agency may add other activities which are designed to meet the particular needs of families and children at individual program locations. These other activities shall not take the place of the minimum activities listed. If the agency does not elect to add other activities, please indicate by NA: not applicable.

The applicant agrees that:

1. The agency will develop a plan to identify and provide in-service training for special needs where applicable in the area of bilingual and multi-cultural instruction and special education for handicapped children and special skills and needs of migrant life.

2. Information will be collected from the families by a staff member acquainted with the culture and language of the family.

3. Children will be screened for their developmental levels in all program component areas. The resultant information will be filed in individual folders and kept up-to-date.

4. Information in children's file folders will be available to the parents at the parent's request, and will not be discussed with anyone outside the program or transferred to another facility without the parent's prior consent.

The applicant agency further agrees to provide the following activities at each site, as a minimum, toward fulfilling its contractual obligation in each component area listed:

A. Educational Development
B. Physical Development
C. Parent-Community Involvement
D. Health
E. Nutrition
F. Social Services

(over)
-14-
A. EDUCATIONAL COMPONENT
Program Year 1976-77

As a minimum the following activities will be conducted at all sites:

1. At the time of enrollment or shortly thereafter:
   a. A determination will be made and recorded of the language development of each child.
   b. A record will be made of languages spoken in the home of the child.

2. Develop an individual program which is appropriate to the child's age which takes advantage of and reinforces the child's strengths, home culture and language, and gives him an opportunity to grow.

3. Conduct in-service training for staff in the following areas:
   a. Reviewing and utilizing plans for each child with whom they will be working.

LIST ADDITIONAL ACTIVITIES FOR THIS COMPONENT TO BE CONDUCTED AT SELECTED SITES: (Please do not repeat minimum requirements)

<table>
<thead>
<tr>
<th>NAME OF SITE</th>
<th>ACTIVITY (List Activities That are Unique to Specific Age Groups)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Santa Barbara City College</td>
<td>Present cognitive experiences on a regular basis appropriate for each age level and recording activities used. Special emphasis on social development and mental health through student teacher assignment. More science in the classroom as a result of the new science course for students. Multi-cultural activities include emphasis for Black History Week, Hanukkah, Chinese New Year and Cinco de Mayo. Encourage Field trips because of long hours children are at the center. Record where trips where taken and what children participated.</td>
</tr>
</tbody>
</table>
As a minimum, the following activities will be conducted at all sites:

1. Develop a plan which will give each child a chance to develop and strengthen psychomotor skills appropriate to his or her age.
2. Inform the parent of all information regarding the child's individual plan.
3. Develop a checklist and an assessment instrument dealing with physical development.
4. Conduct in-service training for the staff in the following areas:
   a. Developing technical knowledge for teaching physical development in an integrated curriculum:
   b. Developing techniques for use in educating parents about physical development;
   c. Developing observation skills in assessing children's strengths and weaknesses as they play and work.
5. Document the following information at the end of the contract period:
   a. All of the instructional staff who have been with the agency for six months or more have undergone in-service training for the purpose of observing and determining child's strengths and weaknesses in physical skills;
   b. All teachers can determine what skills the child is having difficulty with;
   c. All teachers can develop a physical activities program for each child.

**LIST ADDITIONAL ACTIVITIES FOR THIS COMPONENT TO BE CONDUCTED AT SELECTED SITES:** (Please do not repeat minimum requirements.

<table>
<thead>
<tr>
<th>NAME OF SITE</th>
<th>ACTIVITY PLANNED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Santa Barbara City College</td>
<td>More variety will be used to develop motor skills these will include activities with music, visitation to parks in area to give new experiences on a variety of play equipment, and help children develop skill in use of Irish Mail.</td>
</tr>
</tbody>
</table>
As a minimum, the following activities will be conducted at all sites:

1. Develop a plan for an initial and continuing relationship between program staff and parents, including a minimum of 8 parent education meetings;
2. Develop a plan for regular conferences which include the parent in all later decisions affecting the family;
3. Provide the following information to the parent at the time of enrollment:
   a. The requirement for the agency to have a parent advisory committee;
   b. The purpose and philosophy of the committee;
   c. The time and place of the parent meeting at which representatives will be chosen for this committee.
4. When an agency has two or more sites, there will be an elected parent advisory committee for each site within the agency.
5. Representatives elected from the local parent advisory committee will serve on the agency's parent advisory committee.
6. The agency parent advisory committee shall have an opportunity to learn of the agency's budget, how it is developed and how expenditures are recorded.

LIST ADDITIONAL ACTIVITIES FOR THIS COMPONENT TO BE CONDUCTED AT SELECTED SITES: (Please do not repeat minimum requirements.)

<table>
<thead>
<tr>
<th>NAME OF SITE</th>
<th>ACTIVITY PLANNED (List Activities Which Are Unique To Specific Age Groups)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Santa Barbara City College</td>
<td>An orientation meeting to acquaint parents with the Center will be held at beginning of each semester.</td>
</tr>
<tr>
<td>Children's Center</td>
<td>Newsletter to broaden communication between Center and parents will be improved.</td>
</tr>
<tr>
<td></td>
<td>Parents will participate with children in their first week to acquaint both with the center. This will be a</td>
</tr>
<tr>
<td></td>
<td>time to socialize and to paint and repair equipment. Parents will be encouraged to spend more time with</td>
</tr>
<tr>
<td></td>
<td>their child at the Center by participating in daily activities.</td>
</tr>
<tr>
<td></td>
<td>Other parent activities will include potlucks, picnics, christmas workshop and second annual fund raising</td>
</tr>
<tr>
<td></td>
<td>&quot;Cabaret Nite&quot;. Parents help plan and facilitate move to new center.</td>
</tr>
</tbody>
</table>
D. HEALTH COMPONENT

Program Year 1976-77

As a minimum, the following activities will be conducted at all sites:

1. Conduct a personal interview with the parent at the time of enrollment of each child for the purpose of:
   a. Identifying all emergency information about the individual child to be enrolled;
   b. Obtaining written permission for emergency medical care;
   c. Recording each child's health history;
   d. Informing the parent regarding the agency's health component.

2. Develop a health plan for each child who is in need of additional medical attention.

3. Conduct in-service training for staff in the following areas:
   a. Communicating with parents regarding the child's health plan:
   b. Reviewing and utilizing health histories of children with whom they will be working.
   c. Procedures for caring for children who have been isolated because of symptoms of illness.

4. Document through updated records in each child's file that the following have been accomplished by the end of the contract period:
   a. The health needs of all children in attendance have been identified;
   b. All children who have attended for more than three months have been referred to the proper agency for treatment as needed;
   c. All children who have attended more than six months received, or are scheduled for, follow-through treatment and/or attention, as necessary.
   d. A record of the child's illnesses and accidents is kept for the year.

LIST ADDITIONAL ACTIVITIES FOR THIS COMPONENT TO BE CONDUCTED AT SELECTED SITES: (Please do not repeat minimum requirements.)

<table>
<thead>
<tr>
<th>NAME OF SITE</th>
<th>ACTIVITY PLANNED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Santa Barbara City College</td>
<td>Provide the following services: Vision tests, dental checks, hearing tests. Weekly in-service meeting on mental health of children led by child psychologist. Encourage parents and staff to attend lectures and films and participate in Health Fair on Campus.</td>
</tr>
<tr>
<td>Children's Center</td>
<td></td>
</tr>
</tbody>
</table>
As a minimum, the following activities will be conducted at all sites:

1. At the time of enrollment identify and record:
   a. Information concerning food the child cannot eat because of allergies;
   b. A nutrition plan for children who have special diet problems;
   c. Discuss any special diet plans with the child's parents.

2. Discuss with the parents the fact that children will experience a variety of menus. Provide food buying and preparation information to the parents.

3. Conduct in-service training for staff in the following areas:
   a. Reviewing and utilizing a recorded nutrition plan for each child;
   b. Basic nutrition needs of children;
   c. Nutritious substitutions to be made for foods that children are not allowed to eat because of health reasons;
   d. Offering assistance to parents who are concerned about their children's diets or eating habits at home.

4. Document the following through updated records in each child's file:
   a. The nutritional needs have been identified;
   b. A program for planning menus to meet the needs is maintained.

**LIST ADDITIONAL ACTIVITIES FOR THIS COMPONENT TO BE CONDUCTED AT SELECTED SITES: (Please do not repeat minimum requirements.)**

<table>
<thead>
<tr>
<th>NAME OF SITE</th>
<th>ACTIVITY PLANNED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Santa Barbara City College</td>
<td>Encourage parents to participate in lectures and discussions on nutrition at the college and share information through the Newsletter.</td>
</tr>
<tr>
<td>Children's Center</td>
<td>Staff attend lectures and discussions on nutrition at the college and share knowledge at staff meetings.</td>
</tr>
<tr>
<td></td>
<td>Have an ongoing educational program in nutrition for children to include cooking projects with student teachers.</td>
</tr>
<tr>
<td></td>
<td>Visit ethnic food shops, markets, bakery, tortilla factory and restaurants.</td>
</tr>
</tbody>
</table>
As a minimum, the following activities will be conducted at all sites:

1. At the time of enrollment, or shortly thereafter, obtain and record:
   a. Information on current family needs and problems relating to the child.
   b. The parent's statement of what he/she feels is confidential information.

2. Conduct in-service training on the provision of social services.

3. Develop a plan for establishing communication channels between the agency, the local county welfare department and other public and private social service agencies.

4. Develop referral procedures for the staff to use in seeking assistance for the child's or family's needs.

5. Document through up-to-date records in each child's folder by the end of the program year that:
   a. The social service needs of all families have been identified.
   b. The social service needs of families who have been in the program for three months or more have been referred to the proper agency for assistance.
   c. The social service needs of families who have been in the program for six months or more have received assistance.

LIST ADDITIONAL ACTIVITIES FOR THIS COMPONENT TO BE CONDUCTED AT SELECTED SITES: (Please do not repeat minimum requirements.)

<table>
<thead>
<tr>
<th>NAME OF SITE</th>
<th>ACTIVITY PLANNED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Santa Barbara City College</td>
<td>Consulting child psychologist will be available once a month to meet with parent group, and by special arrangements, with individual parents.</td>
</tr>
<tr>
<td></td>
<td>Parent meetings with Social Service worker.</td>
</tr>
<tr>
<td>Children's Center</td>
<td>Referrals to psychologist, psychiatrist, Family Service Agency and college counselors.</td>
</tr>
</tbody>
</table>
**CHILD DEVELOPMENT PROGRAM APPLICATION**

**PROGRAM WORKSHEET**

**Program Year 1976-77**

Use this worksheet to determine more specific activities for program components at individual sites. Transfer the activity description to the appropriate program component.

**LIST ADDITIONAL ACTIVITIES TO BE CONDUCTED AT SELECTED SITES:**

<table>
<thead>
<tr>
<th>ASSESSMENT OF NEED</th>
<th>PROGRAM DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Existing Condition (What Is) (Where) (A)</td>
<td>Goal or Desired Condition (What Should Be) (B)</td>
</tr>
</tbody>
</table>

- **21**

---

**WORKSHEET - DO NOT SUBMIT TO STATE DEPARTMENT OF EDUCATION.**
Cite the section to be waived:

Education Code Section ____________________________________________

California Administrative Code,
Title 5, Education, Section __________________________________________

Describe briefly the requirement to be waived:

State briefly why a waiver is considered essential to the implementation of the State Preschool program:

For Department of Education use only

Waiver: Approved [ ] Denied [ ]
By: State Board of Education [ ]
Date: ____________________________