

Lassen Community College Kinship Education Program

Non-Instructional Program Review

May 20, 2013



Denise Stevenson

Lassen Community College Kinship Care Education Non-Instructional Program Review 2013

Section #1 Executive Summary

The purpose of the Kinship Education program is to offer needed training and support to kinship care providers in the Lassen Community College District. The choice of caring for a sibling, grandchild, niece, nephew, or non-relative minor may present unique challenges. Lassen College Kinship Care Education program recognizes these challenges and strives to support the dedicated people that open their hearts and homes to these children. When it is unsafe for children to live with their parents, or when their parents are unable to care for them, children need an alternate living environment to help them continue to grow and learn.

In most cases the best option for these children is to live with family members, an arrangement called Kinship Care. For every formal placement by the court, there are 6 informal placements with family members. Kinship homes make up 48% of the foster placements in California.

Our Program helps Kinship Caregivers sharpen their parenting skills and expand their knowledge by providing free specialized training workshops among the topics offered are: Parenting skills, Effects of Removal & Placement, Feeling Transference, Habits of Abused Children, Re-Unification, Effects of Fetal Alcohol Syndrome, How to build healthy relationships, Child development, Teen Issues, Resolving Family Conflict and Anger Management, Working effectively with birth parents, Guardianship Advantages, Depression, Cultural Diversity, and many more.

Below is a prioritized list of the Kinship Programs recommendations:

1. Seek to change the structure of the programs foundation by aligning it with the other programs within the system.
2. Purchase a new docking laptop computer.
3. Seek out ways to make workshops FTE generating.
4. Look for new avenues to announce upcoming workshops.
5. Work to achieve the 150-hour minimum training.
6. Collaborate with other agencies to provide large trainings in an effort to maximize training moneys and to encourage individuals who might not otherwise consider taking workshops from the LCC Kinship Program.
7. Keep non-enhanced expenditures to under 20% of total spending.
8. Revise assessment survey to better reflect SLO.

9. LCC Kinship Program recommends that the Kinship Classroom and Library stay together in one place for consistency and convenience of participants.
10. Continue to use the survey to monitor and improve upon the program.
11. Incorporate portions of the presenter's proposal into the Personal Service Agreement so that the Board of Trustees will have a better idea of the content of each workshop.
12. Continue to develop a pool of highly qualified local resources.
13. LCC Kinship Program will implement written criteria for presenters assuring expertise in the subject matter being presented the program continue to seek out and contract the highest quality presenters.
14. To develop a stronger relationship with the Lassen County Child Protective Services.
15. LCC Kinship Staff continue to receive training and updates on the complex issues of Kinship Education through professional development activities and state training conferences.
16. LCC Kinship Education Program continuing to adhere to FKCE standards and collaborate with other community groups to maximize resources. Continue to use the Self-Review and Program Plan Process to achieve FKCE standards and goals.
17. Update the library by purchasing only materials suggested by the California Community College Chancellors Office (CCCCO).
18. LCC Kinship Program recommends that the staff continue to attend the State and Regional trainings to stay current on all issues concerning Kinship.

Section #2 Program Goals and Objectives

A.) Description

Our Program offers a free lending library, with a wide variety of books, DVD's and videos to lend to Kinship Caregivers and those who serve them. This library is open to the public and to the presenters who often utilize it for their presentations. Lassen Community College (LCC) instructors often times access the library. Topics addressed include successful parenting, child development, positive discipline, violence prevention, and much more. Currently the library is outdated containing many selections in VHS. The amount budgeted to the library in this reporting year is 1,000.00.

The Lassen College Kinship Education Program is different than other Foster/Kinship Education Programs in the State of California. Our local County does not license Foster Care it is done by private agencies. This is why our program is a Kinship only program. Our target service population is Kinship, but workshops are open to the public. In 2013 the program saw more LCC students participating in workshop than ever in its history.

The Kinship Education Program strives to provide an outstanding quality education program for Kinship Care Providers. The objective of this program is to provide caregivers of children and youth in out of home care, educational, emotional, behavioral and developmental support. With these educational tools the ultimate goal is providing children and youth the ability to achieve their fullest potential.

In January the reasonability of the Kinship Program shifted from the manager of the Child Development Center to the manager of the ILP program. This marriage of ILP and Kinship was a clever move as the ILP director has developed a meaningful relationship with many of the key players/programs in this area.

These goals and objectives coincide directly with the Lassen Community College Mission Statement, and the California Community College Foster and Kinship Care Education Program Motto, Mission & Guiding Values.

B.) Evaluation

LCC Kinship Education Program has done a great job of adhering to the College Mission Statement and the California Community College Foster and Kinship Care Education Program Motto, Mission & Guiding Values. By educating the providers in the areas of educational, emotional, behavioral and developmental needs of children and youth. Our program has educated care givers on the FKCE guiding values: Children/youth feel they belong to families that are strong, safe, and nurturing, there is consistency in care, care providers are qualified, caring and knowledgeable, Care providers are retained, Care providers are linked to and collaborate with community support services, there is permanency that is in the best interest of the child.

It is the desire of the current program director to start utilizing more local presenters. Giving participants the familiarity of whom our Lassen County professionals are. The goal to unearth presenters locally serves two purposes; one to provide Lassen County residents with local resources, those which can be easily accessible, and two; to build solid partnership with local agencies and individuals within the community that the program resides in.

We are up in unduplicated attendance from 39 in 2001, 94 in 2007 to 105 in 2013. The number 2013 represents only 4 months of growth; it is my firm belief that this number will continue to increase before the fiscal years end.

This is the first year that a wider variety of workshop has been provided; resulting in the LCC Kinship program for the first time ever reaching the suggested amount of training hours.

The results of the 2012-2013 participant surveys indicate the only area in need of improvement (This field was addressed by a mere 10%, where all other areas received a single digit in the needs improvement column) was how the workshop information is publicized.

C.) Recommendations

- To develop a stronger relationship with the Lassen County Child Protective Services.
- Continue to develop a pool of highly qualified local resources.
- Look for new avenues to announce upcoming workshops.
- Work to achieve the 150-hour minimum training.
- Update the library by purchasing only materials suggested by the California Community College Chancellors Office (CCCCO).

Strategic Goal	Planning Agenda Item	Implementation Time Frame	Estimated Cost	Expected Outcome
# 1	To develop a stronger relationship with Lassen Co. CPS	Immediately	None to District or program budget	Increase in participants
# 2	Continue to develop a pool of highly qualified local resources	Immediately/ongoing	None to District or program budget	Increase in participants
# 3	New ways to inform community of workshops	Immediately	None to District. Max amount specified in grant	Increase in participants
# 1	150 Hours	New fiscal year	None to District. Max amount specified in grant	Greater relationship with the community
# 4	Update library	New fiscal year	None to District. Max amount specified in grant	Increase in community and facility library use.

Section #3 Outside Compliance Issues

A.) Description

The Kinship Education Program strives to adhere and follow the following outside compliance guidelines, motto and values. This is done by hiring qualified informed presenters who teach these guiding values following is a list of the guidelines & values that are presented in our workshops: Children and youth feel they belong to families that are strong, safe, and nurturing, consistency in care, care providers are qualified, caring and knowledgeable, care providers are retained, care providers are linked to and collaborate with community support services, there is permanency in the best interest of the child.

The Kinship Education Program is governed by the Foster and Kinship Care Education Program (FKCE) Guidelines established in the State FKCE Program Handbook.

Motto: The More We Know, The More They Grow

Mission: The Foster and Kinship Care Education Program Provides quality education and support opportunities for care givers of children and youth in out of home care so that these providers may meet the educational, emotional, behavioral and developmental needs of children and youth.

Guiding Values:

- Children/youth feel they belong to families that are strong, safe, and nurturing.
- There is consistency in care.
- Care providers are qualified, caring and knowledgeable.
- Care providers are retained.
- Care providers are linked to and collaborate with community support services
- There is permanency that is in the best interest of the child.

FKCE Program Handbook Section 1, Page 3&4

Issue One: Greater focus on Kinship Care Education

Issue Two: Consistent collaboration between County Department of Social Services agencies and colleges

Issue Three: Education on reducing stress and burnout of care providers and placement staff

Issue Four: Image of foster care

Issue Five: Quality assurance standards that are outcome and competency based

Issue Six: Mandated education on child development and child behavior management

Issue Seven: Resources for hard to reach care givers

B.) Evaluation

The Kinship Education Program is able to offer a range of workshops that deal with subjects that help our caregivers learn how to make the children & youth feel like they have a place in today's society. We help the families become stronger through knowledge of subjects, like anger management, understanding abused children, depression, etc. Care providers are retained through education and learning to care for themselves to avoid burnout, this in turn promotes permanency which is in the best interest of the children.

LCC Kinship Education completes a Self-Review (Attachment A) at the end of every year. This is a valuable tool to assess our Education and Training Hour goals, Our Kinship Curriculum and Format, ensure maximum collaboration and communication with local key stakeholders, verify class content and

instructors/facilitators respect and reflect the County’s ethnic, cultural and linguistic diversity.

LCC Kinship Education produces an Program Plan for every school year, this plan addresses target populations, education/training hours planned and County requirements, skill areas, proposed curriculum plan, yearly program goals and objectives, along with goals for collaboration, diversity, public awareness and hard to reach populations.

The past years Self-Evaluation states “The LCC Kinship did not accomplish the objects and activities identified in the 2011-2012 program plan”

C.) Recommendation

- LCC Kinship Education Program continuing to adhere to FKCE standards and collaborate with other community groups to maximize resources. Continue to use the Self-Review and Program Plan Process to achieve FKCE standards and goals.
- LCC Kinship Staff continue to receive training and updates on the complex issues of Kinship Education through professional development activities and state training conferences.

Strategic Goal	Planning Agenda Item	Implementation Time Frame	Estimated Cost	Expected Outcome
# 2	Self- Review and Program Planning	At the start of each fiscal year	None to the District or the Program	Remain in compliance
# 3	Training	A minimum of 3 times per year	None to District. Max amount specified in grant	To stay abreast of current trends in the CA

Section #4 Student Learning/Administrative Unit Outcomes

A.) Description

Student Learning Outcome. “Participants will gain knowledge, abilities, and a confidence to effectively parent Kinship children”

The use of this survey has given the participants ownership in the program and subsequent workshop offerings.

B.) Evaluation

QUESTION	1- excellent	2- good	3- needs improvement	Sample Size
Pre-workshop information and advertising:	55%	35%	10%	104
Workshop Facility	68%	28%	4%	106
Presenter(s):	89%	9%	2%	106
Information Presented:	83%	16%	1%	105
Sign-In/Registration Procedure:	76%	23%	1%	105

QUESTION	Unprepared		Prepared		Sample
	Pre	Post	Pre	Post	
I feel adequately prepared to assume my role in children's lives?	14%	0%	71%	83%	13
I am knowledgeable about services available to children?	28%	17%	43%	50%	13
I am knowledgeable about the emotional and behavioral needs of my child/children I serve?	14%	0%	57%	74%	13
I am able to access needed services effectively?	42%	0%	42%	33%	13
I am able to use my knowledge of emotional and behavioral development to effectively parent or serve children?	14%	0%	57%	84%	13
I am confident in my knowledge and abilities as a kinship parent/caregiver/children's services provider?	28%	0%	43%	100%	13

It is important to note that if data was collected before 11/12, it cannot be found; therefore it is not represented here.

3.) Recommendations

- Continue to use the survey to monitor and improve upon the program.
- Revise assessment survey to better reflect SLO.

Strategic Goal	Planning Agenda Item	Implementation Time Frame	Estimated Cost	Expected Outcome
# 1	Use of survey	On going	None to District or to Program	Deeper understanding of the participants needs
# 2	Revise assessment	By start of 12/14 school year	None to District or to Program	Deeper understanding of the participants needs

Section # 5 Personnel and Support Issues

1.) Description

All LCC Kinship Education classes are done in a workshop format. They range from 1 hour to 6 hours of training per session. Highly qualified trainers are contracted to present all workshops. Priority is made to local presenters who can act as a resource for the workshop providers.

Program guidelines suggest that consideration be made to current and previous kinship care providers.

In the past presenters have appeared in workshops with little preparation and relied upon the supplements from the lending library to serve as the mainstay of their presentation.

Currently the program is established to employ a LCC Kinship part time Kinship Lead Educational Specialist and a part time Educational Specialist. These are titles given by the State FKCE Program. Currently the position of Lead Educational Specialist is at 50% and the Educational Specialist is at 50% depending upon the amount of workshop in that week. Currently both are operating as managers in the LCC hierarchy system.

Both positions are required to attend three FKCE Regional and State trainings per year. At these conference type trainings, they attend classes on updates and education affecting every aspect of Kinship Education and Care.

2.) Evaluation

New presenters that have been introduced to the program this academic year are:

Carol Jeldness, Marriage, Family and Child counselor
Angie Swartz, Attorney from the Children's Alliance
Jeannie Huber RDHAP
Brenda Poteet, Director of the Sierra Cascade Family Opportunity

A new process/step has been added to increase the quality of each presentation: presenters are now required to submit a proposal, so that staff and participants are better acquainted with the subject matter delivered. This has been a very successful tactic as it serves to help the presenters maintain their focus.

Under the programs new leadership the position of Lead Educational Specialist comes at a savings to the program in salaries.

Recently a conversation took place where it was noted that the current employment practices did not follow the way that all other California Community Colleges operate. It is therefore recommended that the Program Instructional

Specialist work more closely with the California Community College Chancellors office to realign the program by proposing reorganization.

The 2012-2013 school year also saw a huge increase in the amount of hours of workshops that are recorded. In the first semester of this school year 30 hours of training were provided spending 3800.00, while the spring semester will yield 123 hours of training spending 5711.00.

3.) Recommendations

- LCC Kinship Program will implement written criteria for presenters assuring expertise in the subject matter being presented the program continue to seek out and contract the highest quality presenters.
- LCC Kinship Program recommends that the staff continue to attend the State and Regional trainings to stay current on all issues concerning Kinship.
- Incorporate portions of the presenter’s proposal into the Personal Service Agreement so that the Board of Trustees will have a better idea of the content of each workshop.
- Seek to change the structure of the programs foundation by aligning it with the other programs within the system.
- Collaborate with other agencies to provide large trainings in an effort to maximize training moneys and to encourage individuals who might not otherwise consider taking workshops from the LCC Kinship Program.
- Seek out ways to make workshops FTE generating.

Strategic Goal	Planning Agenda Item	Implementation Time Frame	Estimated Cost	Expected Outcome
#3	Presenters check list	Immediately	None	Program Organization
#3	Training	Ongoing	As outlined by contract; a minimum of 3 times per year	To stay abreast of current trends in the CA
#1	Improvement on Personal Service Agreement	Immediately	None	To provide program information to the Board of Trustees
#3	Reorganization	By 2018	None to the district, and a realignment to the categorical budget	To stay in conformity with programs throughout the state.
	Training partnerships	By the end of the 2013/14 year	None to the district.	Increase programs “partners”

Section #6 Facilities and Equipment

1.) Description

Spring semester 2013 saw the physical location of the LCC Kinship Program moving. This move has proved to be most beneficial as it is housed near the ILP Coordinators office. The program has also moved its classroom setting to one near both its office and its library. The new classroom is the Music Room in Creative Arts; this room is much larger than the previous one allowing for the workshop population to increase. Another gain in this move with the increased size of the workshop classroom is the opportunity of partnering with other agencies to bring in highly regarded speakers. The kinship population is very happy that the classroom and library are together; it helps them check out material before and after class, without leaving the location. This move has been very positive for our program.

The only equipment that is still accounted for from the last NIPR that was done in 2009 is a desk (on loan to the Admin to the Dean in Student Services), a laptop with a missing battery backup, and bookcases. The before mentioned table and chairs are missing.

Most of the workshop presenters have their presentation in a slideshow format. The program has been able to “borrow” a docking laptop form the TECC center.

2.) Evaluation

The classroom/library facility is spacious and comfortable and holds our library materials well.

This facility is friendly for the presenters; it has a professional video presentation capability and a smart board. All the participants can see and hear the presenters well, opening up the possibilities for communications.

3.) Recommendations

- LCC Kinship Program recommends that the Kinship Classroom and Library stay together in one place for consistency and convenience of participants.
- Purchase a new docking laptop computer.

Section #7 - Budget

1.) Description

All LCC Kinship Education Funds come from categorical funding from the State FKCE Program administered by the California Community College's Systems Office. Funding regulations are set by the Systems Office and preclude the program from making expenditures that are not in line with the mission of the program. The funds for the program come from different sources of state and federal money funneled through the community college system through legislation beginning in the mid-70s. The Kinship Education Program is not funded by a grant as it is a continuing award guaranteed to be no less than 95% of the last year's award unless cuts are made by the legislature during the state budget process.

There is a very likely possibility that across the board all California Community College's will experience a small cut in the 2013-2014 year.

Please find a copy of the 2012 "Final Expenditure Detail Form"

2.) Evaluation

In conversation with the Program Director at the California Community College Chancellors office it has become apparent that the staffing pattern employed in the Lassen Community College has not been functional in their view. They would prefer to see a program Dean or Administrator at 5%, and the rest of the budgeted amount in salary to pay for an Instructions Specialist.

3.) Recommendations

- Keep non-enhanced expenditures to under 20% of total spending.

Section #8 Summary and Prioritized Program Recommendations

Section #2 Recommendations

- To develop a stronger relationship with the Lassen County Child Protective Services.
- Continue to develop a pool of highly qualified local resources.
- Look for new avenues to announce upcoming workshops.
- Work to achieve the 150-hour minimum training.
- Update the library by purchasing only materials suggested by the California Community College Chancellors Office (CCCCO).

Section #3 Recommendations

- LCC Kinship Education Program continuing to adhere to FKCE standards and collaborate with other community groups to maximize resources. Continue to use the Self-Review and Program Plan Process to achieve FKCE standards and goals.
- LCC Kinship Staff continue to receive training and updates on the complex issues of Kinship Education through professional development activities and state training conferences.

Section #4 Recommendations

- Continue to use the survey to monitor and improve upon the program.
- Revise assessment survey to better reflect SLO.

Section # 5 Recommendations

- LCC Kinship Program will implement written criteria for presenters assuring expertise in the subject matter being presented the program continue to seek out and contract the highest quality presenters.
- LCC Kinship Program recommends that the staff continue to attend the State and Regional trainings to stay current on all issues concerning Kinship.
- Incorporate portions of the presenter's proposal into the Personal Service Agreement so that the Board of Trustees will have a better idea of the content of each workshop.
- Seek to change the structure of the programs foundation by aligning it with the other programs within the system.
- Collaborate with other agencies to provide large trainings in an effort to maximize training moneys and to encourage individuals who might not otherwise consider taking workshops from the LCC Kinship Program.
- Seek out ways to make workshops FTE generating.

Section # 6 Recommendations

- LCC Kinship Program recommends that the Kinship Classroom and Library stay together in one place for consistency and convenience of participants.
- Purchase a new docking laptop computer.

Section # 7 Recommendations

- Keep non-enhanced expenditures to under 20% of total spending.