

**The Early Childhood Hub Sites and Network
Visits to the Hub Sites: A Report on The Process, Findings and Recommendations
May 2023**

INTRODUCTION

In November of 2022, the Pasadena City Council approved the 2022 Early Child Development Policy, a revision of the 2015 Early Child Development Policy. Through the 2022 revised Policy, the City reaffirmed its commitment to support our youngest children and to concentrate on children's early years, 0 – 5, and their families from the day they are born. City leaders recognize the importance of having a policy and aligned service strategies that improve family and community environments in which all children thrive.

One of the three Core Elements of the 2022 Policy focuses on *Strengthening Families*, a framework that defines that the greatest impacts for assuring the physical, mental, and social well-being and health of children are determined to a large extent by whether they experience nurturing, low-stress environments that expose them to healthy activities and positive social relations. Under the *Strengthening Families* umbrella, the City's Early Child Development Policy focuses on organizing the work around the key areas of health and emotional well-being, quality early childhood settings, and neighborhood supports.

The *Strengthening Families* approach is identified as one of the most critical frameworks for aligning practices and services in support of a family's ability to live in and contribute to safe and healthy neighborhoods, in support of parental resilience, and in enhancing child development. Because the family and neighborhood approach is necessary to help children grow into healthy thriving adults, the 2022 policy reaffirms the necessity of pulling together health services, neighborhood services, city services, and pre-kindergarten related services. These services then form key touchpoints offering the opportunity to extend the reach of the full array of available services and supports to effective work with children and families. Coordinated services across all sectors of the City and community are the key implementation strategies.

At the center of these key implementation strategies are highly visible and easily accessible locations within the community that serve as sites where families with children ages 0-5 can connect to early childhood information and services. These locations are known as **Hubs**.

The Office of the Young Child (OYC) was created by the City Council in approving the 2015 Child Development Policy and the 2022 Policy. One of the essential responsibilities of the OYC is to serve as the coordinator and support of the Hubs and the Hub network in improving the health and well-being of our youngest children and families and in realizing the vision of Pasadena as an Early Learning City by 2025.

In 2019, as a critical component in implementing the 2015 policy, seven sites were established as Hubs along with 22 partners in the Hub network. The full implementation, development, and effectiveness of these sites designated as Hubs were greatly hindered in 2020 as a result of the pandemic and its effects on all segments of the community, with critical impacts on our youngest children - babies, toddlers, preschoolers, and kindergartners. Also greatly impacted by the pandemic and its effects were staff shortages and staff turnover within the city and across partner organizations and the inability of city and community staff to provide in-person service delivery at designated Hub sites.

The VISITS TO HUB SITES: THE PURPOSE AND PROCESS

The Purpose: To assist the City with evaluating the recommendations and key initial activities contained within the 2022 Policy, the City Council-appointed Task Force, which revised the 2015 Policy, recommended the formation of a transition team comprised of a subset of the task force to assist City Staff with formulating an implementation plan for the policy. One of the initial tasks of the transition team is to evaluate the Hubs and the Hub network as they currently exist and function, the purpose being to get a baseline of the Hub implementation and to make recommendations in support of the HUB sites going forward. Through these visits, analysis, and recommendations, the purpose of this report is to reaffirm the value of the Hubs as a foundation for achieving the goals of the Policy in support of our youngest children and families and to use this foundation as a baseline for determining what training, technical support, and assistance is needed to develop the Hubs as successful models for city and community partnerships as defined in the Policy.

The Process: As of March 2023, the Office of the Young Child provided a list of nine designated Hub sites. This list includes the following sites (in alphabetical order): (1) Altadena Library; (2) Families Forward Family Learning Center; (3) Jefferson Children and Youth Services, Pasadena Public Library; (4) Kidspace Children's Museum; (5) La Pintoresca, Pasadena Public Library; (6) Pacific Clinics Early Head Start, Nesbitt; (7) Pasadena Public Health Department (PPHD); (8) Sierra Madre Public Library; and (9) Villa Parke Community Center, Pasadena Public Library.

The five members of the Transition Team developed a process for the visits that is based on knowledge and understanding of the following: Research on early brain development and functioning in our youngest children; policies and investments that support service strategies and other efforts that improve family and community environments in which all children grow up; the effectiveness of best practices in early learning and child rearing, knowing that a research-based, systems approach is most effective in helping children grow into healthy, thriving adults.

The transition team members are experienced and knowledgeable regarding early child development, the importance of the Hub as the community center where families with children 0-5 can connect to early childhood information and services, and the training, technical support and assistance that is needed to develop an effective thriving Hub.

The transition team developed a schedule of visits to the HUB sites, with a team of two visiting each site. The visit days and times were scheduled at the convenience of the staff of each Hub site. The visits commenced on March 31, 2023, and concluded on April 18, 2023. The transition team spent approximately 22 hours visiting the designated Hub sites.

Using the *Growing Together Pasadena (GTP) Toolkit* as a reference, the team created a list of key factors and questions that served as a guide to conduct an organized visit and conversation with the staff at each Hub and to make maximum effective use of the time spent at the Hub. Key factors important to their observations and conversations with the staff include the following:

- The Hub as a family-friendly physical space within the facility and as a family resource center;
- Prominent display of network materials that increase community awareness at the Hub, its services, resources, and the host/partner agency;
- Availability of staff and staff readiness, trained to serve in a Hub and having a working knowledge and understanding of the purpose of a Hub;
- Space and the ability for partner agencies to host family/caregiver activities such as
 - parent support groups
 - parenting education classes
 - connection of families through parent socials
 - children's activities
 - play times
 - developmental screening for each child
 - data collection
 - record keeping
 - surveys
 - anecdotal records re: needs and concerns of child health, child development, preschool opportunities, family security and well being, and
- Regular meetings/collaborative workgroups with staff, parents, Early Childhood Education (ECE) providers, including regular professional development activities for staff, parents and network partners.

Before the visits commenced, Sierra Madre Library requested to pause their engagement with the Hub network because of major planned renovation to the current Sierra Madre Library building. Thus, the sites visited are eight in number. The Coordinator of the Office of the Young Child was present at five of the eight Hub site visits conducted by the transition team.

THE HUB SITES: SUMMARY OF THE VISITS

1. ALTADENA LIBRARY (Visited Thursday, March 11, 11:00 a.m. by Susan Wood and Dr. Vera Vignes)

The Altadena Library is a beautiful space, the building designed as if it were in a park surrounded by trees with light-filled window space wherever one looks. Every aspect of the Library is a peaceful presence that goes hand in hand with the books, creativity and innovation that the transition team observed. The lead staff are fairly new but represent a delightful energy and enthusiasm as the leaders of this Library. They are proud of their programs such as the Infant Storytime, a space for teens, and a Fab Lab for 14+ students, all representative of an example of this staff embracing new strategies to address community needs, especially those of our youngest children and families. Bilingual Storytime and an Adult Literacy program are examples of programs that can be very strong supports in a real Hub organization and service delivery.

In chatting with parents who were visiting the Library for an infant/toddler Storytime, it was learned that several do not live in Altadena but often come with their children to the Altadena Library because of the quality of the library programs and services offered for their children.

The physical space is well-equipped, and the layout is inviting with plenty of space for all ages. There are currently programs for all ages, but there is also room for growth.

What The Transition Team Learned in Terms of Its Hub Status

- The staff is committed to becoming a successful Hub, but have little history or full understanding of what a Hub is, not aware of the definition and/or function of a Hub, not familiar with the Early Development Instrument (EDI).
- So far, the staff and site have not been working in an ongoing way in terms of Hub development with the Office of the Young Child or the GTP network, but are ready and willing to get started.
- Staff are not trained in the Early Child Development Policy, in referrals for parents, in care coordination, and the *Strengthening Families* framework.
- There is one partnership with a dental program provided by ChapCare once a month.
- They do not keep a record of family participation, nor have they conducted a needs survey.
- Staff commented that they have the support of their Board of Trustees to move quickly into implementing new programs and initiatives.
- Staff requested that the Office of the Young Child do a presentation at one of the Board of Trustees' meetings on the Early Child Development Policy and what it means to become a Hub.
- Staff are looking forward to visiting the Children's Center at Caltech for a tour of the site with Susan Wood, the Executive Director of the Children's Center at Caltech.
- They expressed the desire to participate with the Families Forward Family Learning Center and to widen their early literacy efforts.

Observations

- With technical assistance and training, Altadena Library could become a thriving Hub site.
- Some of the services they now provide could be translated into Hub-like support for young children and their families, including referrals, parent meetings.
- As noted above, there is so much potential in the value of this space to serve beyond just the Library and become a welcoming Hub space with deliberate programs, supports, and activities serving the 0-5 children and families.
- The potential here is incredible both in the physical space and the staff commitment and enthusiasm. It would be a mistake not to act immediately to bring the Altadena Library up to date as to what it means to be a Hub, to create a short-term/long-term action plan to embark on this effort, and to assist in making connections with potential partners for support as a Hub.

2. FAMILIES FORWARD FAMILY LEARNING CENTER (Visited, Thursday, April 13, 1:30 p.m. by Susan Wood and Dr. Vera Vignes)

Families Forward Family Learning Center is an exception to the other seven designated Hub sites visited in that this site and Center have a 60-year history of service to children 0-5 and their families in the spirit of what a Hub should be and in alignment with the City's Early Child Development Policy. Established in 1961, Families Forward Family Learning Center, for many years known as the Mother's Club, is located in Pasadena. In 2006 a new complex was built on a site on North Fair Oaks in the heart of Northwest Pasadena. The Center describes their focus on 0-5 children and families as "based on a two-generation learning model that empowers both parents and children to gain knowledge and skills that improve outcomes for the entire family. In so doing, we ensure that children in our program are safe, healthy and developmentally on track, while enhancing parents' skills, literacy and self sufficiency so that they can be active participants and advocates for their children's education."

The 10,000 square foot building is state-of-the art, including five-age appropriate classrooms for children 0-5, an outdoor learning center, a parent education center, a library, a quiet room, a nutrition kitchen, social kitchen, administrative offices and more. It is a beautifully designed building and playyard, totally appropriate for 0-5 children. The indoor and outdoor play spaces are clean, organized, stimulating and age appropriate.

They offer a ½ day program: 8:30 a.m. – 11:30 a.m. and 1:00 p.m. – 4:15 p.m., Monday through Friday.

What The Transition Team Learned in Terms of Its Hub Status

- The staff considers their Center to be a Hub. The previous Director served on the City of Pasadena Human Services Commission during the development of the 2015 Policy and was involved with the early year(s) of the Policy. At that time he was clear in defining the Center – then Mother’s Club – as a Hub, in alignment with the 2015 Policy,
- The current Director and staff describe working closely with the 2018-2020 Coordinator of the Office of the Young Child in terms of the Hub role, services and supports. In 2018 they volunteered to be a Hub agency in the community, in alignment with the 2015 Policy. They state that prior to the pandemic the Office of the Young Child was instrumental in assisting and guiding them in expanding their services and supports toward becoming a defined Hub.
- Currently, Families Forward serves 116 children and families who are enrolled in their programs, including preschool and Early Headstart. They have the capacity for 161 children, but due to the difficulty in hiring certified early childhood teachers, they are currently limited in the number of children they are able to serve.
- Families Forward Family Learning Center also serves what the Director describes as “Hub Families”, currently working with 20 families. She describes the Hub family “as one whose children are not enrolled in the regular program but whom they assist with the following: Medical/Calworks/SSI applications; IEP meetings; Immigration; food banks; utility bills; crisis intervention; legal issues such as child custody/restraining orders; and U Nonimmigrant Visa - Victims of Crimes.”
- It should be noted that during the height of the Pandemic from March 2020 – December 2022, Families Forward reached out to 50 Hub families re: Adopt a Family Program; distribution of diapers and wipes; distribution of car seats; resources and referrals to food banks, housing, utility bill assistance; healthcare and government assistance; support for enrollment in PUSD, and support with the PUSD Parent Resource Center.
- The Families Forward Family Learning Center has a robust support structure: A Board of Trustees of longevity and influence within the community; a broad and strong list of philanthropists, donors, foundation partners, corporate sponsors, and a community support and fund-raising capacity that is strong.
- In addition, the Center has a model staff structure for a Hub. In addition to the Executive Director, leadership staff also include an Early Childhood Education Director, an Assistant Early Childhood Education Director, a Program Director, a Development Director, and a Family Engagement Specialist who works daily and directly with families in supporting them in crisis situations, referrals for special assistance, and providing daily assistance to families of children, 0-5.
- The Director and staff said that they conduct regular surveys of parents to ascertain their current needs and concerns.
- There is a Parent Advisory Board that meets regularly with the Executive Director and the Program Director.
- They participate in a collaborative workgroup: Five Acres, Early Head Start, Head Start Social Services, Pacific Oaks, and the Directors Alliance of Options For Learning.
- Staff of Families Forward would very much would like to meet with other Hub sites. They also speak about the importance of training for staff as they continue this growth of their Center as a Hub.
- The Director requested staff training in the Early Development Instrument (EDI) and understanding the impact of the EDI vulnerabilities of their families and how they best can address these vulnerabilities.
- The Director also spoke of the need for continuous, ongoing training for all of their staff as well as support for continuous training for parents.
- One interesting note, reflective of the Director’s commitment toward expanding their services and supports as a Hub site in alignment with the 2022 Policy, is that she continues to study the 2022 Early Child Development Policy and posed a number of questions of clarity around the Policy, all of which were highlighted as a result of her study of the Policy.

Observations

- Families Forward Family Learning Center is a functioning Hub site. Through its history and practices over the years, especially since 2015-1016, they have made every effort to provide neighborhood services and supports in alignment with the Core Element of the *Strengthening Families* framework and approach.
- One observation of important note is that Families Forward Family Learning Center should be assisted in expanding the ways in which they are working with Hub families – those not enrolled in their daily , Monday to Friday, programs.

- Staff would very much like to extend their outreach to offer a full array of available services and supports to effectively work with children and families in their neighborhood and to expand service to families of diverse needs and backgrounds.
- The Director expressed the strong desire to meet and work regularly with other designated Hub sites, with the Office of the Young Child, as well as receiving continuous training as a Hub, focused on ways in which they can improve.
- The need for continuous training across a variety of services and skills is apparent.
- Resources are plentiful as compared with other sites designated as Hubs, and the Executive Director has connected the program to funding sources, professional growth resources, leaders in the community and local agencies.
- The next step for this Center is to expand its outreach to more families of need. With professional development and assistance in “thinking out of the box”, so to speak, the effectiveness and outreach of their Hub status will be a true model.

3. JEFFERSON CHILDREN and YOUTH SERVICES, PASADENA PUBLIC LIBRARY (Visited Tuesday, March 28, 10:30 a.m. by Toni Boucher and Susan Wood)

When the Pasadena Central Library closed in 2021 pending seismic retrofit, the City explored other sites for providing library services and decided to open a temporary branch library at the now-closed Jefferson Elementary School that would focus on children’s and teen’s services. (This campus is also home to Pasadena’s Fire Training Academy and the Police PALS program.)

The Director of the Jefferson Children and Youth Services site is a long-time City of Pasadena Librarian, highly respected and a leader in the Pasadena Library system. She provided the visiting team with a detailed report on the Library regarding space usage, information and materials, programs, and services.

The Jefferson Branch Library, Teen and Youth Services, is serving as the Library system’s “hub” for youth services. The Library includes a children’s library, a teen library, and a Parent Resource Library. The children’s library includes a preschool play space, special collections to support early learning, and also houses the Office of the Young Child.

A small study serves as the information center for *Growing Together Pasadena* (GTP). Both a meeting room and auditorium are available for programming space.

There are three outdoor spaces: The front lawn that can be used for free lunches, fairs, or other services and programs; an enclosed lawn space that can be used for programs like preschool STEAM, outdoor storytimes, or gardening and nutrition programs; and the outdoor lawn space on one side of the auditorium, all of which could be used for a variety of children/family activities.

The Director talked about Phase 2 of the Library expansion with the Lobby serving as an early learning Hub and a large space dedicated to *Growing Together Pasadena*.

The library programs for young children include Storytimes, Sensory Storytimes, Playtime/Preschool STEAM Discovery programs, homework and reading help, Summer Reading, 1000 Books Before Kindergarten, Take & Make projects, Early Readers Alliance.

The Jefferson Library is open now on Tuesday and Thursday from 10:00 a.m. - 6:00 p.m. (Eventually, the Library will open on Saturday, 2:00 p.m.– 6:00 p.m. The future goal is to have the Library open Monday through Saturday, 10:00 a.m.– 6:00 p.m.)

Physical space is currently in transition as the space at Jefferson, created when the Central Library closed, is now expanding into a bigger, brighter new space. The new space is open and bright, and the center doors lead directly to what will be the Hub welcoming area which will be easy access from the street, and signage is clear. There is much usable space that the Director is creatively utilizing for young children and families. The Director noted that the use of Jefferson is “temporary” until the Central Library reopens. The space is suited for an active Hub, and the retrofitting plans are impressive.

Currently, there is a table full of materials, but it is not visible as it is in a hallway. There are "equity kits", with about 30 kits for checkout. There are workrooms overflowing with materials for families to take home, and staff is organizing for check out.

This Summer Jefferson Branch Library will be serving free lunch for children and teens as part of the summer meals program, partnering with Pasadena Unified School District. A limited number of cooking kits will be available on Fridays in June and July for families participating in the summer meals program. Lunches and cooking kits are available on a first-come, first-served basis.

What The Transition Team Learned in Terms of Its Hub Status

- Currently, the Director is the only staff member whose responsibilities focus on Jefferson Library becoming a Hub. The Director openly expressed that she does not fully understand what it means to be a Hub and hence is trying to understand her role in her efforts to coordinate this at Jefferson. She feels that a lack of training for her in understanding and knowing what it means to be a Hub is a key problem as she does not currently have a working knowledge of the purpose of a Hub.
- She is also very much wanting to meet with other Hub sites and learn from one another the specific factors and programs of what a Hub should be doing and, more importantly, what steps should be taken to begin the process of becoming a truly defined Hub and to implement developmentally appropriate practices for children, ages 0-5.
- The Director also spoke of wanting to learn more about and understand the EDI and its practical applications in working with young children and families.
- She expressed the need for other staff to be assigned as part of the Hub development. (Primarily, current staff include a Senior Librarian, a Librarian and Technician, all of whose daily work focuses on library activities, library coordination, ordering books, and circulating materials and special/adaptive programming).
- As of now no records are kept regarding Hub activity nor regarding surveys of parent needs.
- There is a collaboration with the Pasadena Public Health Department

Observations

- The Jefferson Branch is exceptionally attractive, spacious, and most suitable for development and growth as a Hub.
- Most importantly, the vision of the Director for the Library is forward-thinking and inspirational. She is eager and enthusiastic about Jefferson becoming a Hub site. Her knowledge, skills, abilities and competence are exceptional. With targeted training and support and action steps and plans for how to become a Hub, there is no doubt this site can become a fully-functioning model Hub under the leadership of the Director.
- With training and technical assistance for the Director, other staff, parents and potential partners, Jefferson will become a thriving Hub site.
- At the moment, activities, supports, and services do not go beyond what a Library usually does.
- Training is also needed in understanding the Hubs as a vehicle for implementation of the 2022 Policy.
- As with other sites the team visited, the potential at Jefferson is unlimited in both the physical space and the staff commitment and enthusiasm. It will be a mistake not to act immediately to bring Jefferson up to date as to what it means to be a Hub, to create a short-term/long-term action plan to embark on this effort, and to assist in making connections with potential partners for support as a Hub.

4. KIDSPACE CHILDREN'S MUSEUM (Visited Wednesday, April 5, 1:30 p.m. by Toni Boucher and Lila Guirguis)

The Kidspace Children's Museum in Pasadena has been a center of interactive learning and play for children and families for decades. Kidspace was founded in 1979 by members of the Caltech community and the Junior League of Pasadena as a space for families to engage with tactile, interdisciplinary experiences that bridge the arts, humanities and science. In 2004 Kidspace moved from its location at McKinley School to its current Brookside Park location, in the Fannie E. Morrison Horticultural Center, in the heart of the Arroyo Seco.

This beautiful campus includes a large facility with existing green house structures full of light and air and a pergola wrapped in 150-year-old wisteria vines. Today Kidspace features exhibits, programs, and outdoor play opportunities that inspire child-driven learning and shared family experiences. The museum has continued to grow with the opening of Galvin Physics Forest in 2013, the Imagination Workshop, and renovation of the S. Mark Taper Foundation Early Childhood Learning Center in 2014 and the addition of the Arroyo Adventure in 2016.

In March of 2020, a new Chief Executive Officer was appointed by the Kidspace Board of Directors. After weathering the impacts of the pandemic from 2020-2021, the Chief Executive Officer met with Pasadena's Mayor Gordo and expressed her desire to have Kidspace work closely with partners in the community on behalf of early learners. In April of 2022 she became a member of the Task Force on Early Child Development and Early Learning which created the 2022 Child Development Policy.

From the outset, the CEO is leading Kidspace into the next era of play-based learning experiences with the specific goal of having Kidspace Children's Museum become a Hub in alignment with the 2022 Policy and as a site where families with children ages 0-5 can connect to early childhood information and services, with the goal of improving the health and well-being of our youngest children.

The CEO defines Kidspace as "setting the gold standard for the vital contributions of children's museums to the well-being of children, families, and communities through collaborative initiatives with measurable outcomes." Her goal is to have Kidspace become a thriving Hub through a deliberate plan of action, training, growth, and development.

What The Transition Team Learned in Terms of Its Hub Status

- The Kidspace property overall is beautiful, inviting, engaging, and very conducive to serving as a Hub.
- The space initially being considered for the Hub site is a large room that has been closed during the pandemic. The staff is reorganizing the room and planning to design how it might be used as a Hub Center before purchasing appropriate furniture and materials for early learning and early child development services and supports. It is a room that is easy to access after the Kidspace main entrance.
- The CEO and staff are also considering a large outdoor area to the right of the main entrance, centered by a huge, very old Oak tree, that would serve as a wonderful outdoor space for the Hub children and families. She is currently exploring this possibility with the staff of the City's Public Works Department.
- The CEO and staff are eager and willing to designate staff to support the Hub site. They do have the budget and resources to do this.
- Kidspace has received funding for a community-based program called "Big, Little Mornings" that is aligned with the Early Child Development Policy as a hub-type program for children 0-5, engaging children and parents/caregivers together. For this effort, Kidspace is currently partnering and meeting regularly with Pacific Clinics, the Children's Center at Caltech, and Resources for Infant Educators (RIE) The goal is to open this program to the community by early summer. Currently, the services provided include activities of the Children's Museum.
- There will be no cost for the children and families who will be served in the Hub site.

Observations

- Kidspace Children's Museum is not a Hub yet, but the "Big, Little Mornings" program is a funded beginning.
- The CEO and staff are excited about this outreach opportunity and think of Kidspace as a future model Hub for *Pasadena Becoming An Early Learning City*.
- The CEO is requesting that she and staff have the opportunity for professional development, technical assistance and regular Hub meetings for training and with staff from other Hub sites in this effort to become a Hub.
- She expresses quite clearly that she and her staff need training in what it means to be a Hub and to serve as a Hub. She requested training in these areas as quickly as possible.
- She is knowledgeable about the Early Development Instrument (EDI) and its data and wants to learn and understand more so that the EDI data can drive early childhood programs for the museum.
- The CEO inquired about the origin of the Office of the Young Child, the Hub concept, and theories underlying the work. She is very interested in collaborative planning and assistance.
- She wants to explore what a Hub might look like in action: Very inquisitive about the "intersection of community need, resources, programs, and facilities and how success will be measured," as described by her.

5. LA PINTORESCA, PASADENA PUBLIC LIBRARY (Visited Thursday, March 23, 10:45 a.m. by Toni Boucher and Susan Wood)

La Pintesca ("the picturesque") Branch Library, built in 1930, was named for the hotel which had previously occupied its Northwest Pasadena site. Its parkland location centers La Pintesca in the most highly populated service area of any Pasadena Library Branch. La Pintesca Branch Library serves also as a community center, providing residents with a welcoming, informal meeting place.

The La Pintesca Branch is a perfect site for a Hub in alignment with the 2022 Policy because of its location, and the positive impact on the community it serves. It provides a warm and inviting place for book lovers of all ages. Like the North Branch before it, La Pintesca fosters civic pride and community involvement and is much loved by local residents who see its value in the community.

La Pintesca offers an array of service and programs for adults, teens, and children. It offers a computer lab, used for computer classes and available to the public at set hours. The lab is available for adults working on job applications, resumes, classwork, and other purposes. There is a meeting room that will accommodate up to 53 people and has a handicap access through the north entrance.

The Senior Librarian, an experienced Pasadena Librarian, is new (3 months) to the La Pintesca Branch Library, and conveys energy and enthusiasm for making La Pintesca a Hub within this community and neighborhood.

What The Transition Team Learned in Terms of Its Hub Status

- The space set aside for the Hub at La Pintesca is basically the library space. There is a large gathering/meeting room, craft tables at the back, and a small space for manipulatives.
- The entire facility feels very warm and welcoming.
- The transition team had the opportunity to observe 30+ children and parents/caregivers joyfully participating in an energetic Storytime which was seamlessly follow by availability of developmentally appropriate equipment for gross motor play while the adults chatted with one another. The library staff led the Storytime and transitioned the children into the play space. It was very well planned and organized.
- The Library does have a large Spanish language story book collection.
- Regular Storytimes are well attended by families and the Librarian said that some families come every day of the week.
- Library staff are available to welcome children and families. However, there is no Hub-specific staff.
- The library is easily accessible from the street and is open 10:00 a.m – 6:00 p.m. Monday to Saturday.
- The Librarian reported that at one time there were many resource materials, but they do not currently have them on hand. She shared a few early literacy brochures in Spanish. She is anxious to restock a resource library.
- Currently, they reach out to local schools, In-Home preschools, and they are connected to the Home Instruction for Parents of PreSchool Youngsters (HIPPY).
- The Librarian expressed a desire to connect with Options for Learning and wants reach to out to those families who are not coming to the Library.
- Currently, there is no staff available to assist with referrals and navigating resources.
- The Librarian has not had any training on what it means to be a Hub which is clearly a need for the Librarian and her staff.
- The only partner is the Pasadena Public Health Department, through the HIPPY program, which does programming on Saturdays.
- Services provided include all of the best library functions – Storytimes, access to play space and developmentally appropriate materials and events for young children, including information about early literacy.
- Staff are bilingual, mostly in Spanish.
- There is no formal data collection for 0-5, although they do keep counts of school-age and teen attendance at events.
- The Librarian expressed her concern that she does not have the staff to provide Hub-type activities.
- There are no regular meetings of parents, caregivers, or Early Childhood Education (ECE) providers although the Librarian acknowledges the value of and need for such meetings.

- On a scale of 1 to 10, this site is a “1” in terms of Hub implementation, but certainly is a “10” for the enthusiasm of the Senior Librarian.
- Funding is scarce. When it is secured for projects, the problem is that when the money runs out, so does the program. Example: STEAM 18 lost its momentum after the first 2 years
- La Pintoresca is a real neighborhood center, a walk-to center, in that many families do not have cars and are dependent on public transportation.

Observations

- There is a need at La Pintoresca for sustainable solutions. Staff support for La Pintoresca becoming a Hub is very limited.
- As noted previously with other site visits, there is much potential in the value of this space to serve beyond just the library services and becoming a welcoming Hub space with deliberate programs, supports, and activities serving the 0-5 families in alignment with the *Strengthening Families* framework in the Policy. At the moment, activities, supports and services do not go beyond what a library usually does.
- The need for professional development, technical assistance and teaching this staff at the most elementary level is clear, beginning with understanding the Hubs as a vehicle for implementation of the 2022 Early Child Development Policy.
- The Senior Librarian spoke about the need for training in what a Hub is.
- What is also clear is the enthusiasm and desire for this kind of support on the part of the La Pintoresca staff: The willingness and readiness is very positive.
- Immediate needs are training for the La Pintoresca staff in the 2022 Early Child Development Policy, training on the functions of being a Hub, knowledge about “collaborative” partners and what services they offer, and how to interpret and use the Early Development Instrument (EDI) to plan programs for the 0-5 children.

6. PACIFIC CLINICS EARLY HEAD START – NESBITT (Visited Tuesday, April 4, 9:00 a.m., by Toni Boucher and Dr. Dianne Philibosian)

Pacific Clinics in Altadena is one of several sites for Early Head Start in Los Angeles County. They are committed to their statement that, “Our Early Head Start program sets the foundation for success in school and life. The Early Head start program serves children from birth to age 3. The staff and teachers engage children in discovery through fun, age-appropriate activities in a safe and nurturing environment.”

Of special note is that Pacific Clinics Early Head Start just recently opened a new site for Early Head Start in Pasadena on Peoria Street. The new site serves 30 children at maximum capacity from 0 to 3 years providing free early child education, parenting resources, and wellness checks. This new site is sharing the space with the long-time community partner Young & Healthy, a local nonprofit organization serving children and providing physical, dental and mental health care services.

As a result, this Early Head Start will be able to offer even more services free and on-site to families, especially as a Hub. The significance of the new site is its close proximity and partnership with the Pacific Clinics Early Head Start site in Altadena.

What The Transition Team Learned in Terms of Its Hub Status

- The transition team met with the Comprehensive Service Manager and the Early Childhood Education Manager at the Pacific Clinics Early Head Start/Nesbitt site in Altadena.
- The space in the Nesbitt/Altadena site is very welcoming.
- There is age-appropriate furniture for children and adults. There is a large multi-purpose room that could be used for parent gatherings. There is also a smaller room for parent/child gatherings as well as a full playground that is available.
- All of these spaces can be designated for Hub site only. Children and families who will come as part of the Hub services and supports will enter from a different entrance than the families whose children attend the Early Head Start programs of Pacific Clinics. (This is required by licensing and Early Head Start).

- All entrances are easily accessed from the parking lot. As of now, there is no signage noting that this is a Hub site.
- Currently, the site is open Monday to Friday, from 8:00 a.m. - 4:30 p.m., but there is the possibility of opening on Saturday for serving Hub families.
- So far, there are no materials designating Pacific Clinics Early Head Start/Nesbitt as a Hub site because it is not functioning as a Hub.
- Pacific Clinics staff would very much like to see the Office of the Young Child bring partners together and facilitate connections for them. They are clear that they need someone who can represent them and introduce them to partner agencies in their service as a Hub.
- For their Early Head Start program, Pacific Clinics does have an extensive list of collaborative partners including Families Forward Family Learning Center, Verdugo Job Center, CHAP, PPHD, and Young & Healthy – all of whom are utilized for specific programs within Early Head Start.
- For example, the Verdugo Job Center is part of a Parent Apprenticeship program whereby parents are trained to become early childhood educators. The partnership with Families Forward Family Learning Center includes Families Forward setting aside 50 spaces for Early Head Start. Young & Healthy is their partner at their new Early Head Start site on Peoria Street in Pasadena.
- Pacific Clinics can offer parent socializations, parent education, developmental screening, referrals, etc. as a Hub site. They provide comprehensive services for the children enrolled in their Early Head Start programs. In addition, they oversee a Family Child Care network of 27 sites.

Observations

- There is no implementation yet as a Hub at this site, but staff are eager and willing and they do have access to valuable resources and the potential to be a thriving Hub site.
- They are eager to utilize the wealth of resources, including welcoming spaces to support children and families in the community as a Hub site.
- They do have the funds, space and staff to assign to the work of a Hub site.
- As with other Hub sites visited, Pacific Clinics Early Head Start/Nesbitt and potentially the new Early Head Start site on Peoria, are rich in the physical space and staff commitment and enthusiasm.
- With Pacific Clinics Early Headstart, both in Altadena and Pasadena, it would be a mistake not to act immediately to bring both sites up to date as to what it means to be a Hub, to create a short-term/long-term action plan to embark on this effort and to assist in making connections with potential partners for support as a Hub.

7. PASADENA PUBLIC HEALTH DEPARTMENT – PPHD (Visited Friday, March 31, at 2:00 p.m. by Lila Guirguis and Dr. Dianne Philibosian)

Since 1982, the Pasadena Public Health Department has been responsible for helping protect, maintain and improve the health of the Pasadena community. The City of Pasadena is one of only three cities in the state of California that maintains its own independent local health jurisdiction with responsibility for a wide variety of services that support the three core public health functions of assessment, policy development and assurance. Its mission statement: “The City of Pasadena Public Health Department is dedicated to the physical, social and mental well-being of all who live, work, learn and play in Pasadena.”

In November 2016, PPHD successfully achieved national accreditation through the Public Health Accreditation Board (PHAB), a non-profit organization. The national accreditation program works to improve and protect the health of the public by advancing and ultimately transforming the quality and performance of the nation's state, local, Tribal, and territorial public health departments.

PPHD is noteworthy in terms of its annual Maternal, Child and Adolescent (MCAH) Health Assessments which provide demographic profiles re: the many aspects and programs of Maternal, Infant and Child Health. These data and demographics have been and are extremely helpful in providing insights and information that underscore the importance of early child development and early learning and in creating policy and program initiatives that will support the City of Pasadena's youngest children and families.

Of particular relevance and importance are such programs as the following that PPHD offers re: maternal, infant and child support:

- Home Instruction for Parents of PreSchool Youngsters (HIPPPY), Home Visiting Program, Black Infant Health Program, Children with Special Health Care Needs (Health Department Parenting & Support Programs)
- WIC Program (Women Infant & Child Feeding and Nutrition Support)
- MCAH – Oral Health Program, Toll-Free Line for CPSP Provideers (Medical & Dental Providers)
- MCAH – Tobacco Cessation Line (Substance Use Support Programs)

The transition team members welcomed the opportunity to meet with the Interim Director of Public Health, the Acting Deputy Director, and the Program Coordinator for Maternal, Child and Adolescent Health.

What The Transition Team Learned in Terms of Its Hub Status

- The PPHD is not a Hub but considers their Department an excellent candidate to serve as a Hub. They have the facilities, equipment and staffing to be a fully developed Hub.
- The Director and staff welcome immediate consideration of many potential opportunities for PPHD to function as a Hub. They demonstrate the knowledge, experience, and enthusiasm to improve families and communities by sustaining and improving the health and well-being of children. They consider the Hub to be the opportunity through which the PPHD can best serve our youngest children and families.
- They understand the basic concept of a Hub but welcome the process of reflecting and planning how they can achieve this and of learning more about the supports and services that can be offered at a fully functioning, thriving Hub.

Observations

- The most important observation is that the City of Pasadena is most fortunate to have this dedicated and knowledgeable team within the Pasadena Public Health Department to guide the planning, growth and development as a Hub within PPHD.
- The transition team and the PPHD staff discussed many possibilities as the Department is moving out of the COVID restrictions
- They have a capacity for greater outreach to other Hub sites and home visiting programs through additional funding and are eager to pursue grant monies.
- The potential is unlimited: An effort must be made immediately for City staff and the Office of the Young Child to work with the PPHD Director and his staff to assist with planning and training for PPHD as a leading Hub, in supporting, collaborating and coordinating with all of our Hubs and partner agencies, and in obtaining grant writing services.

8. VILLA PARKE COMMUNITY CENTER LIBRARY, PASADENA LIBRARY (Visited Tuesday, April 18, at 11:00 a.m. by Dr. Dianne Philibosian and Dr. Vera Vignes)

The Villa Parke Community Center Library is located on the 2nd floor in a very small setting/area in this Community Center. It is dwarfed in size next to the total plan and footage of the Center, but its value lies in children and families in partnership with the entire Center.

The Villa Parke Community Center includes a large auditorium with stage, a gymnasium, a swimming pool, restrooms, a newly renovated fitness center, boxing gym, several small conference/meeting rooms, two kitchens, a computer lab and a wide range of classes and recreational activities for all ages. Activities include a complete aerobics program, self-defense (Jujitsu), arts and crafts, seasonal sports leagues, dance programs including Folklorico and Zumba, a unique summer enrichment day camp, and the City's largest youth soccer program. A large senior room is located on the first floor, and offers a wide variety of senior classes and programs. The Center also houses the Library, a Head Start Preschool along with a Women, Infants and Children (WIC) Center. There is also a weekly Farmers Market on Tuesdays and a community garden located on the 2nd floor patio.

In addition to offering recreational programming and classes for all ages, Villa Parke also offers a Human Services program, including information about referrals for Social Security/SSI and unemployment benefits, employment counseling, housing referrals, consumer protection services, healthcare counseling, Temporary Assistance for Needy Families (TANF) information and application assistance, and additional programs and services provided by partner public agencies and local community-based organizations. Many of the staff are bilingual in English-Spanish.

The Library is small, as noted above, located on the 2nd floor, next to a large outdoor space/balcony overlooking the front of the Center. The Library space has a small office for the Senior Librarian, two desks for support staff, and a small cordoned off area where Storytimes are conducted for children and families.

The transition team met with the Senior Librarian and one of the assistant Librarians. The Senior Librarian, a 20-year veteran in the Pasadena Library system, was recently transferred to the Villa Parke Community Center Library.

The transition team observed a Storytime conducted by one of the Librarians – affectionately known as “Mr. Jack” – and the children, although about 12 in number with their Moms, clearly are enthusiastic and well acquainted with “Mr. Jack” and his Storytime leadership and enthusiasm. In addition to the Storytimes during the week, Play and Learn times with appropriate toys are held every Friday morning.

They do keep a record of the numbers of children/adults attending the Storytimes and Play and Learn. They have a door counter. No community needs surveys have been conducted.

The Senior Librarian indicated that this Library in the community center was designed to accommodate the inexperienced library user, as well as to respond to the needs of a diverse population. Info-Stop's community and career information, core reference collection and circulating fiction and nonfiction collection make up an integral component of Spanish/English services and activities at the Villa Parke Center. She also said that she is working on increasing the size and variety of the collection currently available at this Library.

What The Transition Team Learned in Terms of Its Hub Status

- This Library, although designated as a Hub site, is not in any way a functioning Hub site and has a long way to go in planning, growth, and development in order to become a functioning Hub.
- The pandemic has had an impact on this Library: No meetings of any kind have been held here.
- Also of note is the fact that there is no signage at all at the outside, 1st floor main entrance of the Center that a Library is located here. The transition team discussed the possibility of having a banner made indicating the presence of a Library in Villa Parke Community Center.
- In discussing their needs as a possible Hub, the Librarian – “Mr. Jack” - who has been here for a number of years – indicated the following:
 - It has been difficult in developing a working relationship or any kind of coordination with the other programs at the Villa Parke Center.

- The Library staff want very much to develop a relationship with the WIC, Options for Learning which operates the Head Start program, and the Park and Recreation Staff who basically run the Center.
- The services so far do not connect with one another at all.
- The Librarian also tried to develop a working relationship with Madison Elementary School which is within walking distance, but this has not happened yet.
- He is working now with the soccer coach in making connections with the children who visit the Library and the soccer program.

Observations

- The Library staff are looking forward to expanding their working partnership with the other programs at Villa Parke Center.
- It is clear that of all of the designated Hubs visited, the Library at Villa Parke Center will be starting from ground zero, literally. However, the desire and willingness on the part of the Library staff is promising and encouraging. They are committed to becoming a successful Hub and recognize the value of the entire Villa Parke Community Center working together toward this goal.
- The goal with Villa Parke must be a consideration of the entire Villa Parke Community Center as **the Hub**, with the Parks and Recreation staff leading the way along with the Library staff.
- Training, support, and exploration of the many possibilities at Villa Parke Center and the Library is a conversation that should begin immediately among the respective City leaders at Villa Parke Community Center.
- The starting point also should be at the City Manager's level and/or his designee as to the expectations for the entire Center as a Hub and to designate staff who will take leadership roles in developing this large community Center as a vital Hub, with all partners working together on behalf of *Strengthening Families*.
- What an ideal site for creating a true Hub with such a variety of family-oriented partners and services already part of the life of the Center!
- The challenge will be to get all programs and partners at Villa Parke Community Center to work together in a true systems approach on behalf of our youngest children and families.
- The 2022 Early Child Development Policy must serve as the guiding document in this effort.

SUMMARY OF FINDINGS

The notes and observations for each of the individual site visits capture key findings for each site. There are commonalities among all of the sites that identify important overall findings. These overall findings also provide the basis for the recommendations regarding the individual Hub sites and the Hub network going forward.

1. Each designated Hub site is staffed with individuals who are competent, well-trained in their discipline of practice, experts in their respective fields, and compassionate in working with children and families. Each person individually and the staff collectively of each site visited are enthusiastic and committed to their site becoming a Hub site. They are eager to learn, eager to go beyond their usual duties to support children and families, and eager to work closely with other Hubs and partners across sectors in the true spirit and intent of the 2022 Early Child Development Policy.
2. The lead staff at each site have received a copy of the 2022 Policy, but they do not possess a working knowledge or understanding of the Early Child Development Policy in terms of its foundation, its Goals, Vision, the Master Plan, the Core Elements, the Recommendations, and the Key Initial Activities. (One exception noted: The Families Forward Family Learning Center lead staff as mentioned in the summary of the Families Forward visit).
3. The staff at each site expressed the desire to have regular, monthly training meetings to improve their knowledge and understanding of a Hub and all of the related characteristics and practices that define a successful Hub.
4. Of equal importance to each Hub site is the ability to meet regularly with other Hub sites, to have assistance in making connections with partners who will support their efforts in servicing children and families, and to receive assistance in developing a working plan to guide their pathway to becoming a thriving Hub: A true collaborative system.

5. The sites request clarification regarding the relationship of a Hub site to the Hub network, to the Office of the Young Child and to the implementation of the Early Child Development Policy.
6. The staff at each site have little or no knowledge of the Early Development Instrument (EDI). Each staff requested training in the EDI and in understanding the impact of the EDI vulnerabilities of their families and how they can best address these vulnerabilities within the daily work of their Hub.
7. With the exception of the Families Forward Family Learning Center, each site's activities, supports, and services do not go beyond their current services and activities. They are not doing anything differently and, as such, cannot be defined as a functioning Hub.
8. As noted in the observations re: each site visited, the resources and space capacity vary from site to site as does the staffing ratio/organization. This will require an analysis of the site resources and of a staff reorganization in order to operate and serve a functional Hub.
9. With one exception (the Jefferson Children and Youth Services Library), all Hub sites have few materials available that designate the site as a Hub site and no materials that increase community awareness of the Hub, its services, resources, and the host/partner agency.

RECOMMENDATIONS of THE TRANSITION TEAM

Based on what the Task Force Transition team learned through each site visit, through the observations noted for each site visit and through the overall findings, the following are presented as recommendations that must be implemented if the Hubs, the Hub network, and the desired neighborhood-based parent engagement and family supports are achieved in alignment with the *Strengthening Families* framework and umbrella. The 2022 Early Child Development Policy states, "Under the *Strengthening Families* umbrella, the policy must foster organizing the work around the key areas of health and emotional well-being, and quality early childhood settings, and neighborhood supports." Hence, these recommendations are essential to organizing the work within the Hubs and the Hub network in alignment with the Policy as described above in Core Element #3.

The recommendations also include changes regarding the name and description of the Hub network and revising the definition of a Hub including a detailed list of examples of Hub services and supports with the specific purpose of clarifying the Hub structure and aligning it with the intent and spirit of the 2022 Policy.

The 2022 Early Child Development Policy provides the framework and foundation for moving forward in the most straightforward, aligned manner: Thus, so should the Hubs and the Hub network in order to achieve a true accountability element and process for implementation of the 2022 Policy. Simply, this is common sense.

Recommendation #1: Training and Professional Development for the Hubs and the Hub Network

The Office of the Young Child, in collaboration with community partners, professional staff, and expert consultants, will develop and implement as soon as possible a monthly professional development/training calendar and core curriculum that trains the Hubs sites together in these initial topics:

- The 2022 Early Child Development Policy: The Background, the Local Context, the Systems Approach, the Policy Recommendations, the Policy Core Elements, and *Pasadena As An Early Learning City*
- Child Development Theory and Social Emotional Learning
- Core Element #3: The Protective Factors and the *Strengthening Families* Framework
- The Hub: The Definition of a Hub; What it Means for a site to become a Hub; The Hub as the vehicle for implementation of the Early Child Development Policy; The Hub Network; The relationship between the Hub and network partners; The relationship of the Hub to the Office of the Young Child
- The Early Development Instrument (EDI): As a Community Measure of Children's Developmental Health; Its purpose: Its characteristics; 5 EDI Domains; Children's Vulnerability Across Domains; Comparison of Results - 2013-2020

Recommendation #2: A Technical Assistance Plan for the Hubs and the Hub Network

The Office of the Young Child, in collaboration with community partners, professional staff, and expert consultants, will develop immediately a Technical Assistance Plan with the Lead Staff of each Hub site: A plan that lays out the short term/long term steps for a site to become a functional Hub site and a true collaborative system, complete with a timeline, a list of support assistance activities, an analysis of staff resources and space capacity, and measures of

growth and accountability as a Hub. This plan will include a regular visitation schedule to the Hub Site by the Office of the Young Child or other professional staff or experts at least every two weeks.

Recommendation #3: The Definition of a Hub Site

Revise the definition of a **Hub Site**: The purpose being to provide designated or future Hub sites with a clear, simple description on one page that helps the site staff easily answer the questions and clearly understand, “What does it mean to be a Hub site?” “What does it look like?” This description must be written in alignment with the intent of the 2022 Early Child Development Policy, as noted above, “to foster organizing the work around the key areas of health and emotional well-being, and quality early childhood settings and neighborhood supports.” It should include a detailed list of services and supports that will assist families.

Recommendation #4: The Name, Definition and Description of the Hub Network

Rename the Growing Together Pasadena (GTP) Network as **The Pasadena Early Childhood Hub Network**, a name/title that is used throughout the GTP Toolkit of 2020 when referring to the Hub Network. On page 28 of the GTP Toolkit, an Early Childhood Hub Network is defined, as “a group of organizations which come together to form a supportive service system for children 0-5 and their families.”

Simply, when we are talking about Hubs, we are referring to a network as defined above. It makes sense in the interest of clarity, simplicity, and what a network really is - as defined above - to call the Pasadena group of Hubs and supporting organizations, **The Pasadena Early Childhood Hub Network**.

- **Recommendation #4** also includes the following:
 - **Eliminate any reference to “Phase 1,” “Phase 2,” “Pilot”, when referencing the Pasadena Early Childhood Hub Network.** Given the 2022 Policy and its current initial implementation, given that the designated Hub sites that were visited (with 1 exception) are newly staffed and in the initial stage of learning what it means to be a Hub, there is no phase, there is no pilot.
 - These sites are beginning now to develop as a Hub and a network. Simplicity and clarity are essential. Introducing confusing labels that now have no meaning or affect on the real work of becoming a Hub in 2023 must be eliminated. This is a fresh start and a timely one.
 - Request City legal staff to research and to review the simplest manner of creating partner agreements within the Hub network and to advise regarding this process: A process that is easy to understand, to communicate, and to implement.

Recommendation #5: Guiding Principles

If the Hubs and the Hub network feel it is necessary to have a set of guiding principles, create a list of guiding principles that are directly related to the language and clarity of the Policy.

As presented at the April 25, 2023, quarterly meeting of the GTP, there are “Three Phase 1 Guiding Principles: Cross-Sector Collaboration, Family Leadership, and Racial Equity.” Consider creating in clear language “guiding principles” that are stated in a manner and phrasing that capture the core value of the principle and the specific manner in which each is in alignment with the 2022 Early Child Development Policy.

Guiding principles and core values are embedded within and throughout the 2022 Policy. Recommendation #5 advocates that expressing such principles clearly in the language and intent of the Policy will certainly help the Hub network and the larger community to understand the value of these as guiding principles for the Early Child Development initiative and the Early Childhood Hub Network.

The Policy is very clear and specific about the meaning of such phrases as Cross-Sector Collaboration, Family Leadership, and Racial Equity. If they are used without direct reference to and inclusion of the language of the 2022 Early Child Development Policy, the meaning and significance of these phrases in relationship to the early childhood initiative and the Hub network are lost.

Recommendation #6: The Hiring of Professional Experts for Support of the Hubs and The Office of the Young Child

Hire, as consultants, professional experts in Early Child Development, Early Learning, and Early Childhood Education who will directly support the Hub sites in order to provide the much-needed training and technical assistance that is needed and is noted throughout this report, its findings and recommendations. In addition, the expert consultant(s) will lend support, guidance, and expertise to the Office of the Young Child in working with the Hub sites. Research and pursue philanthropic support to achieve this recommendation.

Recommendation #7: The Early Development Instrument (EDI) and the Hubs

Assess the location of the Hub sites with an overlay of the Early Development Instrument (EDI) results of localized data that will identify available Hubs in close proximity to high need areas for the purposes of focusing on children's developmental health and improving the well-being of children 0-5.

THE TRANSITION TEAM of TASK FORCE ON EARLY CHILD DEVELOPMENT AND EARLY LEARNING

Toni Boucher, Lila Guirguis, Dr. Dianne Philiposian, Susan Wood, Dr. Vera Vignes

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City of Pasadena Website
www.cityofpasadena.net