

Thought for the Day: "Human beings, by changing the inner attitudes of their minds, can change the outer aspects of their lives."

Author: Williams James

GOVERNING BOARD

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City of Sacramento

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County of Sacramento

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City of Sacramento

HEAD START/EARLY HEAD START PARENT ADVISORY COMMITTEE

Date: Tuesday, July 12, 2005

Time: 6:00 p.m.

Location: SETA Boardroom
925 Del Paso Blvd.
Sacramento, CA 95815

While the Head Start Parent Advisory Committee (PAC) welcomes and encourages participation in the Committee meetings, it would be appreciated if you would limit your comments to five minutes so that everyone may be heard. Matters under the jurisdiction of the Head Start Parent Advisory Committee and not on the posted agenda may be addressed by the general public following completion of the regular Committee for consideration. The Head Start Parent Advisory Committee limits testimony on matters not on the agenda to five minutes per person and not more than fifteen minutes for a particular subject.

ADMINISTRATION

925 Del Paso Blvd., Suite 200
Sacramento, CA 95815
Tel: (916) 263-3804
Fax: (916) 263-3779
Website: www.headstart.seta.net

KATHY KOSSICK
Executive Director

NORMA JOHNSON
Deputy Director

AGENDA

- I. **Welcome**
 - A. Call to Order/Roll Call
 - B. PAC Meeting Attendance Update
- II. **Consent Items**
 - A. approval of Minutes for PAC Meeting of May 10, and June 14, 2005
- III. **Action Items**
 - A. Election of Policy Council Alternates 2004-2005
 - B. Approval of Policy Council/Parent Advisory Committee Joint Parent Activity
 - C. Election of Parent Advisory Committee Parliamentarian
- IV. **Information Items**
 - A. Standing Information
 - Introduction of New Staff
 - Upcoming Meetings/Trainings/Conferences/Events

Ms. Alma Walton, Ms. Belinda Malone, Mr. Robert Silva and Ms. Julita Bentz, Social Services/Parent Involvement Specialists

- NHTSA Annual Training Conference Reports – (Attached) May 24-27, 2005
Event (Tuesday – Friday), Orlando Florida
- Average Daily Attendance (ADA) Report – Ms. Elsie Bowers
- Monthly Special Education Report – Ms. Beverly Sanford
- California Head Start Association (CHSA) Report
- Head Start Awareness Day/Family Day in the Park, Friday, October 7th, 2005,
Discovery Park
- Fiscal Report (January, April, July, October) – Mr. Kim Peck
- Community Resources/Recognitions – Parent Advisory Committee
Representative/Staff
- Parent/Staff Recognitions
- Grandparent/Foster Parent Report (conference) – Ms. Beverly Shah, Mr. Donald
Clark and Ms. Denise Nelson
- Child Care Center Food Menu (Attached)

B. Governing Board Meeting Minutes

V. Committee Reports

- Executive Committee
 - Critique of the Parent Advisory Committee, June 14, 2005
- Personnel/Bylaws Committee
- Budget/Planning Committee
- Social/Hospitality/Fundraising
- Program Area Committee Reports:
 - Early Childhood Development and Health Services Committee
 - Family and Community Partnerships/Training Committee
 - Monitoring/Evaluation Committee (Self-Assessment) – Committee of the Whole
- Community Advocating Male Participation (C.A.M .P.) – Mr. Clifton Tucker Jr.
- Food Services Committee
- Early Head Start Committee

VI. Other Reports

- Chair's Report – Ms. Denise Nelson
- Policy Council Report(s) – Mr. Art Arroyo, Ms. Mary Bishop, Ms. Loretta McClendon,
Ms. Minerva Gillette and Ms. Betty Walker
- Head Start Deputy Director's Report - Ms. Norma Johnson
- Manager - Administration Operations Report - Ms. Buffie Engstrom
- Manager – Grantee Program Operations Report – Ms. Denise Lee
- Manager - Program Support Services Report - Ms. Brenda Campos-Peck
- Manager - EHS, Special Projects and Community Partnerships Report - Vacant

VII. Center Updates

VIII. Discussion

IX. Public Participation

X. Adjournment

Distribution Date: Thursday, July 7, 2005

ITEM I-A – ROLL CALL

The Parent Advisory Committee Secretary will call the roll for the following members:

- ___ **Vacant**, Auberry Park Head Start
- ___ **Vacant**, Bannan Creek Head Start
- ___ **Vacant**, Broadway Early Learning Center
- ___ Mary Frutoz, Center of Praise Head Start
- ___ Kama Meredith, Countrywood Head Start
- ___ Loretta McClendon, Crossroads Garden Head Start
- ___ **Vacant**, CSUS Head Start
- ___ **Vacant**, Dos Rios Head Start
- ___ Mary Bishop, Early Head Start /Home Base
- ___ Art Arroyo, Franklin Head Start
- ___ Ana Aguilar, Freedom Park Head Start
- ___ **Vacant**, Fruitridge Head Start
- ___ **Vacant**, Galt Head Start
- ___ **Vacant**, Grace Lutheran Head Start
- ___ Brenda Huerta, Grant Skills Center
- ___ **Vacant**, Hillsdale Head Start
- ___ Monica Mejia, Home Base
- ___ **Vacant**, Home Base
- ___ Patrick Anderson, Job Corp Head Start
- ___ Minerva Gillette, Kennedy Estates Head Start
- ___ Christina Canada, La Riviera Head Start
- ___ **Vacant**, LaVerne Stewart Head Start
- ___ **Vacant**, Los Niños Head Start
- ___ **Vacant**, Marie Cleveland's Bright Beginnings Head Start
- ___ Neikeia Campbell Mather Head Start
- ___ **Vacant**, Mulberry Commons Head Start
- ___ Hoda el Shamy, Nedra Court Head Start
- ___ **Vacant**, New Helvetia Head Start
- ___ Betty Walker, Northview Head Start
- ___ **Vacant**, Norwood Head Start
- ___ **Vacant**, Parker Avenue Head Start
- ___ Shikira Hill, Sharon Neese Early Learning Center
- ___ Kim Creed, Sierra View Head Start
- ___ **Vacant**, Strizek Head Start
- ___ **Vacant**, Walnut Grove Head Start
- ___ Veronica Rodriquez, Whispering Pines Head Start
- ___ Denise Nelson, Foster Parent Representative
- ___ **Vacant**, Foster Parent Representative
- ___ Beverly Shah, Grandparent Representative
- ___ Donald Clark, Grandparent Representative
- ___ Clifton Tucker Jr., Male Involvement Representative
- ___ Hasan McWhorter, Out Going Chair
- ___ LaRisa Yarbrough, Past Parent/Community Representative
- ___ **Vacant**, Past Parent/Community Representative

New Representatives to be seated:

- Irene Harvey, Hillsdale Head Start
- Lillia Avina, Strizek Head Start

ITEM I-B – PAC MEETING ATTENDANCE UPDATE

The PAC was seated on November 13, 2004

PARENT ADVISORY COMMITTEE - MEETING ATTENDANCE PROGRAM YEAR 2004-2005

BOARD MEMBER	CENTER	11/9	12/14	1/11	2/8	3/8	4/12	5/10	6/14	7/12	8/9	9/13	10/11
Vacant	AP												
Vacant	BC												
Sarah Johnston Seated 01/05	BLC			X	E	X	U	X	U				
Mary Frutoz Seated 11/04	COP	X	X	X	X	X	X	X	E				
Kama Meredith Seated 3/5	CW					X	X	U	X				
Loretta McClendon Seated 05/05	CR							X	X				
Vacant	CSUS												
Vacant	DR												
Mary Bishop Seated 12/04	EHS/HB		X	X	X	X	X	X	X				
Art Arroyo Seated 11/04	F	X	X	X	X	X	X	E	E				
Ana Aguilar S/B Seated 5/05	FP							E	X				
Vacant	FT												
Vacant	G												
Antonette Dinges Seated 11/04	GL	X	X	X	X	E	X	X	X				
Brenda Huerta Seated 01/05	GSC			X	X	X	X	X	X				
Jacqueline Casanova Seated 11/04	H	X	X	AP	X	U	AP	U	U				
Monica Mejia Seated 11/04	HB	X	X	X	X	E	X	X	X				
Vacant	HB												
Patrick Anderson Seated 5/05	JC							X	U				
Minerva Gillette Seated 11/04	K	X	X	X	X	E	X	X	U				
Christina Canada Seated 3/05	LAR					X	X	X	U				
Vacant	LVS												
Vacant	LN												
Vacant	MCCBB												
Neikeia Campbell S/B Seated 11/04	M	U	X	X	X	X	X	X	X				
Vacant	MULBC												
Hoda el Shamy Seated 01/05	NC			X	X	X	E	X	X				
Vacant	NH1												
Vacant	NH2												
Betty Walker Seated 11/04	NV	X	X	X	E	X	X	X	X				
Vacant	N												
Vacant	PA												
Vacant	S												
Shikira Hill Seated 02/05	SN				X	X	X	X	X				
Kim Creed Seated 02/05	SVE				X	X	X	X	X				
Vacant	WG												
Veronica Rodriguez Seated 12/04	WP		X	X	X	X	X	X	X				
Denise Nelson Seated 11/04	FPR	X	X	X	X	E	X	X	X				
Vacant	FPR												
Beverly Shah Seated 11/04	GPR	X	X	X	X	X	X	X	X				
Donald Clark Seated 12/04	GPR		X	X	X	X	E	X	X				
Clifton Tucker Jr. Seated 12/04	MIR		X	X	X	X	X	X	X				
Hasan McWhorter Seated 11/04	OGC	X	X	X	X	X	X	X	X				
LaRisa Yarbrough Seated 11/04	PPR	X	X	X	X	X	X	X	X				
Vacant	PPR												

Members: If you cannot attend a meeting and are going to be absent, you must:

1. First, call your Alternate to see if they can attend in your place,
2. Second, call Head Start Social Services/Parent Involvement Coordinator, Ms. Marie Desha at 263-4082, and
3. Third, please call PAC Chair, Ms. Denise Nelson at 427-9226 or the PAC Secretary, Ms. Lori Black at 263-4068.

PARENT ADVISORY COMMITTEE - MEETING ATTENDANCE UPDATE
PROGRAM YEAR 2003-2004
(Continued)

Center Abbreviations

AP:	Auberry Park	K:	Kennedy Estates
BC:	Bannon Creek	LAR:	La Riveria
BLC:	Broadway Early Learning Center	LN:	Los Niños
COP:	Center of Praise	LVS:	LaVerne Stewart
CR:	Crossroads Garden	M:	Mather
CSUS:	CA State University, Sacramento	MCBB:	Marie Cleveland Bright Beginnings
CW:	Countrywood	MULBC:	Mulberry Commons
DR:	Dos Rios	N:	Norwood
EHS:	Early Head Start	NC:	Nedra Court
FR:	Franklin	NH1:	New Helvetia 1
FP:	Freedom Park	NH2:	New Helvetia 2
FT:	Fruitridge	NV:	Northview
G:	Galt	PA:	Parker Avenue
GL:	Grace Lutheran	SN:	Sharon Neese
GSC:	Grant Skills Center	S:	Strizek
H:	Hillsdale	SVE:	Sierra Vista Elementary
HB/CCC:	Home Based/Child Care Collaboration Program	WG:	Walnut Grove
JC:	Job Corp	WP:	Whispering Pines

Representative Abbreviations

FPR:	Foster Parent Representative
GPR:	Grandparent Representative
MIR:	Male Involvement Representative
OGC:	Out Going Chair
PPR:	Past Parent Representative

Attendance Record Abbreviations

X:	Present
E:	Excused
AP:	Alternate Present
AE:	Alternate Excused
U:	Unexcused
PAC:	Parent Advisory Committee

ITEM II-A – CONSENT ITEM

**APPROVAL OF MINUTES FOR PAC MEETING
MAY 10, AND JUNE 14, 2005**

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review and approve the minutes of May 10, and June 14, 2005.

RECOMMENDATION:

Review, modify if necessary, and approve the minutes as distributed.

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

MEETING OF THE HEAD START PARENT ADVISORY COMMITTEE
MINUTES/SYNOPSIS

SETA Boardroom
925 Del Paso Blvd.
Sacramento, CA 95815

June 14, 2005
6:00 p.m.

I. WELCOME

A. Call To Order/Roll Call

The meeting was called to order at 6:05 p.m. Thought for the Day read by Ms. Hoda el Shamy. Roll was called.

Members Present:

Kama Meredith
Loretta McClendon
Mary Bishop
Ana Aguilar (Present at 6:18 p.m.)
Antoinette Dinges
Brenda Huerta
Monica Mejia
Neikeia Campbell (Present at 6:17 p.m.)
Hoda el Shamy
Betty Walker
Shikira Hill
Kim Creed
Veronica Rodriguez
Denise Nelson
Beverly Shah
Donald Clark (Present at 6:10 p.m.)
Clifton Tucker Jr.
Hasan McWhorter (Present at 6:11 p.m.)
LaRisa Yarbrough

Members Absent:

Sarah Johnston (U)
Mary Frutoz (E)
Art Arroyo (E)
Jacqueline Casanova (U)
Patrick Anderson (U)
Minerva Gillette (U)
Christina Canada (U)

New Representatives Seated:

Willie Williams, Past Parent Representative (Present at 6:08 p.m.)

B. PAC Meeting Attendance Update – Background given by Ms. Nelson.

Ms. Denise Nelson announced that all Action Items (approval items) would be tabled until the next meeting because the agenda had not been posted. Ms. Marie Desha explained that this was due to miscommunication and to proceed with the items would be in violation of the Brown Act.

II. CONSENT ITEMS

A. Approval of Minutes for the PAC Meeting of May 10, 2005 – Tabled.

III. ACTION ITEMS

A. Election of Policy Council Alternates 2004-2005 – Tabled.

B. Approval of Policy Council/Parent Advisory Committee Joint Parent Activity – Tabled.

IV. INFORMATION ITEMS

A. Information

- Introduction of New Staff – No new staff.
- Upcoming Meetings/Trainings/Conferences/Events
 - Ms. Alma Walton, Ms. Belinda Malone, Mr. Robert Silva and Ms. Julita Bentz, Social Services/Parent Involvement Specialists – Ms. Bentz reported that C.A.M.P., Male Involvement Parent Representatives and Parent Assistants are having a Parent Volunteer Luncheon at Hometown Buffet on Florin Road from 1:00 to 3:00 p.m. on June 29th. A flyer with map will be out by Friday. The next Daddy and Me activity will be a fishing event, July 3rd, 9:00 a.m. – 12:30 p.m., at Hagen Park in Rancho Cordova. Lunch will be provided. The event is for males, but families are encouraged to attend. Sign in at the C.A.M.P. banner. There will be an Independence Day carnival after the event. The next Fatherhood activity is July 8th, 9:00 a.m. – 12 noon. (The event is Fruitridge Head Start's End of the Year celebration. Fathers from that center are doing a BBQ cook-off for the families there.) The next Grandparent Support Group meeting is July 13th, 9:00 a.m. to 12 noon. Ms. Willie Williams' presentation will be on promoting child literacy at home. Ms. Beverly Shah shared that expandable folders were assembled for the parents. They include a lot of kindergarten-readiness information and can be used to keep immunization records and other documents. Rather than transition backpacks, pencil boxes were assembled and distributed to the centers. They include several tools and equipment for the kids. The next Steering Committee meeting will be next week (6/21/05) which will be the last meeting until fall. (Ms. Betty Walker's child is very happy with the pencil box.)
 - NHTSA Annual Training Conference Reports – May24-27, 2005 (Tuesday – Friday) Orlando, Florida. – Reports will be in the next agenda.
- Average Daily Attendance (ADA) Report – Elsie Bowers – Report provided in the agenda. For questions, call Ms. Bowers at 263-3920.
- Monthly Special Education Report- Ms. Beverly Sanford – Report provided at meeting for review. For questions, call Ms. Sanford at 263-3056.
- California Head Start Association (CHSA) Report – No report.
- Head Start Parent Mentor Program – Background provided by Ms. Nelson. Participants must be a current parent of Head Start, Early Head Start, or of a child transitioning into Head Start. The National Center for Family Literacy is providing three Parent Mentoring trainings in Region IX: one in Scottsville, Arizona, one in Hawaii, and one (that SETA is interested in sending parents to) in Sacramento, August 26-28, 2005, at the Sheraton Grand Sacramento Hotel. Hotel lodging, meals and registration cost is provided by the National Center for Family Literacy. Transportation cost to and from training will be provided by grantee (mileage). Those interested can see Ms. Desha after the meeting for more information, applications and agenda.
- Fiscal Report (January, April, July, October) - Mr. Kim Peck – Report not due until July.
- Community Resources/Recognitions – Parent Advisory Committee Representative/Staff – None.
- Parent/Staff Recognitions – Parent Advisory Committee Representatives/Staff – None.
- Grandparent/Foster Parent Report - Ms. Beverly Shah, Mr. Donald Clark, and Ms. Denise Nelson – Ms. Shah reported on the conference at Antioch. The event had scrap booking, massages, aromatherapy, great guest speakers, and foster parenting information was provided. There was a workshop on starting a Head Start Alumni.
- Child Care Center Food Menu (Attached)

B. Governing Board Meeting Minutes – Attached.

V. COMMITTEE REPORTS

- Executive Committee
 - Report read by Ms. Walker.
- Personnel/Bylaws Committee – The next meeting is June 23rd, 9:00 a.m., Oak Room. At the last meeting it was decided that any modifications to the PAC/PC Bylaws be presented at the final Personnel/Bylaws Committee meeting on July 28th.
- Budget/Planning Committee – Meetings are over.
- Social/Hospitality/Fundraising – Next meeting - July 6th, 1:00 p.m. It was recommended that the Policy Council/Parent Advisory Committee Joint Activity be local. Last year only 9 parents went (11 attendees including staff). Get recommendation in to Ms. Nelson, Ms. Williams or Ms. Desha. Ms. Shah shared that recommendations need to be provided at the next meeting, at which time a decision must be made. Recommendations need to include location, cost, parking, food, hours of operation, limitations to number of people in a group, and any other information that can be obtained.
- Program Area Committee Reports:
 - Early Childhood Development and Health Services Committee – To be announced.
 - Family and Community Partnerships/Training Committee – June 21st and July 19th.
 - Monitoring/Evaluation Committee (Self-Assessment) – Committee of the Whole. Ms. Engstrom will provide the Committee with a typed report of the Self Evaluation questionnaire/answers in July.
- Community Advocating Male Participation (C.A.M.P.) - Mr. Clifton Tucker Jr. – Mr. Tucker Jr. will be moving from Sacramento in August. He will be doing culinary arts in San Francisco. He will miss everyone dearly.
- Food Services Committee – Next meeting - September 13th, 5:00 p.m., Oak Room.
- Early Head Start Committee – To be announced.

VI. OTHER REPORTS

- Chair's Report - Ms. Denise Nelson announced that the new Policy Council Executive meeting date is Wednesday, June 29th, 9:00 a.m., Oak Room. The initial meeting of Friday July 1st was cancelled. Please turn in modifications to the Bylaws.
- Policy Council Report(s) - Mr. Art Arroyo, Ms. Mary Bishop, Ms. Antonette Dinges, Ms. Loretta McClendon, Ms. Minerva Gillette and Ms. Betty Walker – No new information.
- Head Start Deputy Director's Report - Ms. Norma Johnson – Ms. Engstrom, reporting for Ms. Johnson, provided the Committee with a written report of the PRISM review results and gave a brief explanation of the findings. There are areas to improve upon, but there were no deficient findings.
- Manager - Administration Operations Report - Ms. Buffie Engstrom – (Report previously given for Ms. Johnson.)
- Manager - Grantee Program Operations Report - Ms. Denise Lee – No report.
- Manager - Program Support Services Report – Ms. Brenda Campos-Peck – No report.
- Manager - EHS, Special Projects and Community Partnerships Report – Vacant.

XI. CENTER UPDATES

Mr. Tucker Jr. reported that KOVR Channel 6 went to Northview. There was puppet making and a lot of fun. This coming Friday they will be taking a trip to IMAX Theatre with the kids.

Ms. Dinges shared that graduating students received their pencil boxes. Ms. Williams commented that she thinks the pencil boxes have more necessary tools than the backpacks.

Ms. Bishop shared that there is a Home Base parent meeting on water safety coming up. She will share the informational flyer with any parents interested in attending.

XII. DISCUSSION

Ms. Creed asked if Sierra View is closing. Ms. Engstrom shared that SETA is leasing from Sierra View and that they need SETA's classroom for kindergarten. SETA is

currently meeting on this and discussing moving to another classroom at that location or getting a modular for that location that will accommodate preschooler's special needs for water, potties, etc.

Ms. Campbell asked about the announcement posting at Mather which states that the center will be closing in August. Ms. Engstrom explained it is closing for the installation of a new air conditioning system, but parents will be offered new centers around the area during this interim period.

Ms. Hill asked for clarification on whether a child released ill from Jedidiah Smith may go to Broadway as scheduled, considering fees have already been paid. Ms. Engstrom stated that If the school determines the child has to be sent home, they have to be sent home and not to one of SETA's child care centers.

Ms. Desha has applications for working at the state fair.

Ms. Shah shared that while at the National Conference they received very disturbing information from National Head Start; President Bush wants to do away with the Policy Council and make several major changes that will destroy Head Start the way we know it. We need to let them know we don't want these changes. Go to www.saveheadstart.org to get the latest information. Also send e-mails to your congress member. June 18th is National Head Start Rally Day, we will be meeting on the Capitol steps. It is very important to let our voices be heard. (Meet at the Capitol at 10:00 a.m.; meet at the steps at 12 noon.) Contact California Head Start Association for more information.)

Ms. Engstrom shared that, as requested, there are recruitment flyers on the tables for parents to provide to friends and family.

Ms. Yarbrough's son is graduating from kindergarten tomorrow. He received an outstanding achievement award and four free tickets to River Cats.

Mr. Clark shared, in supplement to Ms. Shah's request for parents to stop the dissolve of the Policy Council, there will be a teleconference tomorrow, June 15th, 5:30 p.m. The number is 1(888)457-6338, pass code #5722.

XIII. PUBLIC PARTICIPATION

No public participation.

XIV. ADJOURNMENT

Meeting adjourned at 7:19 p.m.

ITEM III-A – ACTION ITEM

ELECTION OF POLICY COUNCIL ALTERNATE 2004-2005 (PAC)

BACKGROUND:

There is currently one (1) vacant Alternate position for the Sacramento County Head Start Policy Council (PC).

The duties of Representatives and Alternates include:

- ✓ Attend monthly Policy Council Meetings held at the SETA Boardroom on the fourth Tuesday of each month at 9:00 a.m.
- ✓ Attend Committee meetings as needed.
- ✓ Report to the Parent Advisory Committee members information received and decisions made by the Policy Council
- ✓ Policy Council Representatives must be a parent of children currently enrolled in the Head Start/Early Head Start program.

RECOMMENDATION:

That the Parent Advisory Committee elects one (1) Policy Council Alternate to the Policy Council.

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

ITEM III-B – ACTION

APPROVAL OF POLICY COUNCIL/PARENT ADVISORY COMMITTEE
JOINT PARENT ACTIVITY

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to discuss and approve a joint parent activity with the Policy Council. Information on the parent activity will be shared at the Committee meeting. See attached information on parent activity.

RECOMMENDATION:

That the Parent Advisory Committee approves a joint parent activity with the Policy Council.

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

ITEM III-C – ACTION

ELECTION OF PARENT ADVISORY COMMITTEE PARLIAMENTARIAN

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to elect a Parliamentarian. The duties of the Parent Advisory Committee officers shall be as prescribed in the Parent Advisory Committee Bylaws, Article V, Section 3: Duties of officers.

Section 3: Duties of Officers

The duties of PAC officers shall be as prescribed in these Bylaws and shall also include such other duties as may be established by the PAC that are not in conflict with these Bylaws.

- E. The Parliamentarian shall advise the presiding officer on matters pertaining to Parliamentary procedure and oversee the Personnel/Bylaws Committee. If the Parliamentarian is a member and sits in front by the Chair, he or she is not entitled to make motions, discuss motions, or vote. However, the Parliamentarian, if a member, can vote in a ballot vote just as the Chair can.

RECOMMENDATION:

That the Parent Advisory Committee elects a Parliamentarian.

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

ITEM IV-A – INFORMATION

STANDING INFORMATION ITEMS

BACKGROUND:

This agenda item provides an opportunity for information to be shared on the following:

- Introduction of New Staff
- Upcoming Meetings/Trainings/Conferences/Events
 - Ms. Alma Walton, Ms. Belinda Malone, Mr. Robert Silva and Ms. Julita Bentz, Social Services/Parent Involvement Specialists
 - NHSA Annual Training Conference Reports – (Attached) May 24-27, 2005 Event (Tuesday – Friday), Orlando, Florida
- Average Daily Attendance (ADA) Report – Ms. Elsie Bowers
- Monthly Special Education Report – Ms. Beverly Sanford
- California Head Start Association (CHSA) Report
- Head Start Awareness Day/Family Day in the Park, Friday, October 7th, 2005, Discovery Park
- Fiscal Report (January, April, July, October) – Mr. Kim Peck Community Resources/Recognitions – Parent Advisory Committee Representative/Staff
- Parent/Staff Recognitions
- Grandparent/Foster Parent Report – Ms. Beverly Shah, Mr. Donald Clark and Ms. Denise Nelson
- Child Care Center Food Menu (Attached)

NOTES:

ITEM IV-B – INFORMATION
GOVERNING BOARD MINUTES

BACKGROUND:

The Governing Board Meeting minutes are attached for your review.

NOTES:

ITEM V – COMMITTEE REPORTS

BACKGROUND:

This agenda item provides an opportunity for the PAC Executive Committees to present a report.

- Executive Committee
 - Critique of the Parent Advisory Committee, June 14, 2005
- Personnel/Bylaws Committee
- Budget/Planning Committee
- Social/Hospitality/Fundraising Committee
- Program Area Committee Reports:
 - Early Childhood Development and Health Services Committee
 - Family and Community Partnerships/Training Committee
 - Monitoring/Evaluation Committee (Self-Assessment) – Committee of the Whole
- Community Advocating Male Participation (C.A.M.P.) – Mr. Clifton Tucker Jr.
- Food Services Committee
- Early Head Start Committee

NOTES:

PAC EXECUTIVE COMMITTEE CRITIQUE
OF THE JUNE 14, 2005 MEETING

GOOD	NEEDS IMPROVEMENT
1. Chair - Good job	1. Punctuality
2. Timely meeting	2. Side barring
3. Secretary – Good job	3. Speaking without Chair giving permission
4. Parliamentarian – Good job	
5. Started on time	
6. Member participation	
7. Buffie Engstrom – Good job	

NOTES:

ITEM VI – OTHER REPORTS

BACKGROUND:

This agenda item provides an opportunity for other reports to be shared with PAC.

- ✓ Chair's Report – Ms. Denise Nelson
- ✓ Policy Council Report(s) – Mr. Art Arroyo, Ms. Mary Bishop, Ms. Loretta McClendon, Ms. Minerva Gillette and Ms. Betty Walker
- ✓ Head Start Deputy Director's Report - Ms. Norma Johnson
- ✓ Manager - Administration Operations Report - Ms. Buffie Engstrom
- ✓ Manager – Grantee Program Operations Report – Ms. Denise Lee
- ✓ Manager - Program Support Services Report - Ms. Brenda Campos-Peck
- ✓ Manager - EHS, Special Projects and Community Partnerships Report - Vacant

NOTES:

ITEM VII – CENTER UPDATES

BACKGROUND:

This agenda item provides an opportunity for Head Start (SOP) centers to give an update on their activities.

NOTES:

ITEM VIII – DISCUSSION

BACKGROUND:

This agenda item allows Parent Advisory Committee members the opportunity to ask questions about the program pertinent to their centers.

NOTES:

ITEM IX – PUBLIC PARTICIPATION

BACKGROUND:

Participation of the general public at the SETA-Operated Parent Advisory Committee is encouraged. Members of the audience are asked to address their request to the chairperson if they wish to speak.

NOTES:
