

GOVERNING BOARD

BONNIE PANNELL
Council Member
City of Sacramento

DON NOTTOLI
Board of Supervisors
County of Sacramento

ILLA COLLIN
Board of Supervisors
County of Sacramento

SOPHIA SCHERMAN
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ROBBIE WATERS
Council Member
City of Sacramento

Thought for the Day: "Vision without action is merely a dream. Action without vision just passes the time. Vision with action can change the world."

Author: Joel Barker

HEAD START/EARLY HEAD START PARENT ADVISORY COMMITTEE

Date: Tuesday, November 8, 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 under the Public Participation item of this agenda. 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 (2004-2005 Parent Advisory Committee)
 - A. Approval of Minutes for PAC Meeting of October 11, 2005
- III. Information Items
 - A. Standing Information
 - Head Start Awareness Day/Family Day in the Park, Friday, October 21, 2005, William Land Park Reports

- PC/PAC End of Year Appreciation, Saturday, October 29, 2005, Shriners Hospitals for Children, Sacramento, CA (Oral Reports)
- Recognition of Parent Advisory Committee/Staff 2004-2005
- Region IX Head Start Association 22nd Annual Training Conference, Hilton Hotel, October 17-19, 2005, Pasadena, CA (Reports attached.)
- Program Review Instrument Report (PIR) – Ms. Yolanda Macias and Ms. Denise Lee
- Executive Committee Report
- Seating of New Parent Advisory Committee Representatives (2005-2006)
- Introduction of SETA Head Start Staff
- Board Procedures
 - Conflict of Interest – Ms. Nancy Hogan
 - Reimbursements – Mr. Allen Brock
 - Personnel – Mr. Jim O’Bra

I. Action Items (2005-2006 Parent Advisory Committee)

- A. Election of Policy Council Representatives and Alternates
- B. Election of Representatives and Alternates to Attend the Annual National Head Start Association Parent Training Conference

III. Information Items (Continued)

- B. Upcoming Meetings, Trainings, Conferences and Events
Ms. Alma Hawkins, Mr. Robert Silva, Ms. Belinda Malone, Ms. Julita Bentz, Ms. Cathy Spivey, Ms. Judy Weber and Ms. Marie Desha

V. Discussion

VI. Public Participation

VII. Adjournment

Distribution Date: Wednesday, November 2, 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
___ **Vacant**, Countrywood Head Start
___ Loretta McClendon, Crossroads Garden Head Start
___ **Vacant**, CSUS Head Start
___ **Vacant**, Dos Rios Head Start
___ **Vacant**, Early Head Start /Home Base
___ **Vacant**, 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
___ Irene Harvey, Hillsdale Head Start
___ Monica Mejia, Home Base
___ **Vacant**, Home Base
___ **Vacant**, Job Corp Head Start
___ Minerva Gillette, Kennedy Estates Head Start
___ **Vacant**, La Riviera Head Start
___ **Vacant**, LaVerne Stewart Head Start
___ **Vacant**, Los Niños Head Start
___ **Vacant**, Marie Cleveland's Bright Beginnings Head Start
___ **Vacant**, Mather Head Start
___ **Vacant**, Mulberry Commons Head Start
___ **Vacant**, 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
___ Lillia Avina, 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:

| | |
|--|---|
| Joanne Castillo, Bannan Creek Head Start | Ana Melara, M. C. 's Bright Beginnings Head Start |
| Zebadeisha Grooms, Broadway Early Learning Center Head Start | Themaris West, Nedra Court Head Start |
| Belinda Davenport, Countrywood Head Start | Yvette Smith, New Helvetia I Head Start |
| Crystal Tapa, Dos Rios Head Start | Kim Creed, Sierra View Elementary Head Start |
| Rebecca Sum, Early Head Start (Home Base) | Inez Whitlow, Foster Parent Representative |
| Kenesha Gray, Freedom Park Head Start | Eileen Rowland, Grandparent Representative |
| Brenda Huerta, Grant Skills Center Head Start | Denise Nelson, Outgoing Chair |
| Cesar Garcia, Hillsdale Head Start | Keysha Davis, Past Parent/Community Representative |
| Stephanie Turner, LaRiviera Head Start | Lucia Hernandez, Past Parent/Community Representative |
| Sara Fuentes, LaVerne Stewart 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 | | | | | | | | | | | | |
| Vacant | BLC | | | | | | | | | | | | |
| Mary Frutoz Seated 11/04 | COP | X | X | X | X | X | X | X | E | X | X | X | X |
| Vacant | CW | | | | | | | | | | | | |
| Loretta McClendon Seated 05/05 | CR | | | | | | | X | X | X | X | X | X |
| Vacant | CSUS | | | | | | | | | | | | |
| Vacant | DR | | | | | | | | | | | | |
| Vacant | EHS/HB | | | | | | | | | | | | |
| Vacant | EHS/HB | | | | | | | | | | | | |
| Vacant | F | | | | | | | | | | | | |
| Ana Aguilar S/B Seated 5/05 | FP | | | | | | | E | X | X | X | X | U |
| Vacant | FT | | | | | | | | | | | | |
| Vacant | G | | | | | | | | | | | | |
| Antonette Dinges Seated 11/04 | GL | X | X | X | X | E | X | X | X | X | X | U | U |
| Brenda Huerta Seated 01/05 | GSC | | | X | X | X | X | X | X | X | X | X | X |
| Irene Harvey Seated 07/05 | H | | | | | | | | | X | X | X | X |
| Monica Mejia Seated 11/04 | HB | X | X | X | X | E | X | X | X | X | X | X | X |
| Vacant | HB | | | | | | | | | | | | |
| Vacant | JC | | | | | | | | | | | | |
| Minerva Gillette Seated 11/04 | K | X | X | X | X | E | X | X | U | X | X | X | X |
| Vacant | LAR | | | | | | | | | | | | |
| Vacant | LVS | | | | | | | | | | | | |
| Vacant | LN | | | | | | | | | | | | |
| Vacant | MCBB | | | | | | | | | | | | |
| Vacant | M | | | | | | | | | | | | |
| Vacant | MULBC | | | | | | | | | | | | |
| Vacant | NC | | | | | | | | | | | | |
| Vacant | NH1 | | | | | | | | | | | | |
| Vacant | NH2 | | | | | | | | | | | | |
| Betty Walker Seated 11/04 | NV | X | X | X | E | X | X | X | X | X | X | X | X |
| Vacant | N | | | | | | | | | | | | |
| Vacant | PA | | | | | | | | | | | | |
| Lillia Avina S/B Seated 07/05 | S | | | | | | | | | U | X | X | X |
| Shikira Hill Seated 02/05 | SN | | | | X | X | X | X | X | X | X | X | X |
| Kim Creed Seated 02/05 | SVE | | | | X | X | X | X | X | E | X | X | X |
| Vacant | WG | | | | | | | | | | | | |
| Veronica Rodriguez Seated 12/04 | WP | | X | X | X | X | X | X | X | X | X | X | X |
| Denise Nelson Seated 11/04 | FPR | X | X | X | X | E | X | X | X | X | X | X | X |
| Vacant | FPR | | | | | | | | | | | | |
| Beverly Shah Seated 11/04 | GPR | X | X | X | X | X | X | X | X | X | X | X | X |
| Donald Clark Seated 12/04 | GPR | | X | X | X | X | E | X | X | X | X | X | X |
| Clifton Tucker Jr. Seated 12/04 | MIR | | X | X | X | X | X | X | X | X | X | X | X |
| Hasan McWhorter Seated 11/04 | OGC | X | X | X | X | X | X | X | X | X | X | X | X |
| LaRisa Yarbrough Seated 11/04 | PPR | X | X | X | X | 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 2004-2005
(Continued)

Center Abbreviations

| | | | |
|--------------|---------------------------------|---------------|-----------------------------------|
| AP: | Auberry Park | K: | Kennedy Estates |
| BC: | Bannon Creek | LAR: | La Riviera |
| 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: | Home Based | 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
OCTOBER 11, 2005

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review and approve the minutes of October 11, 2005.

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

October 11, 2005
6:00 p.m.

I. WELCOME

A. Call To Order/Roll Call

The meeting was called to order by Chair, Denise Nelson, at 6:00 p.m. The thought for the Day was read by Ms. Minerva Gillette. Roll was called; quorum was confirmed.

Members Present:

Mary Frutoz
Loretta McClendon
Irene Harvey
Monica Mejia (Arrived at 6:11 p.m.)
Minerva Gillette
Betty Walker
Shikira Hill
Kim Creed
Lillia Avina
Veronica Rodriquez
Denise Nelson
Beverly Shah
Donald Clark
Clifton Tucker Jr.
Hasan McWhorter
LaRisa Yarbrough
Brenda Huerta

Members Absent:

Ana Aguilar (U)
Antonette Dinges (U)

New Representatives Seated:

No new Representatives.

- B. PAC Meeting Attendance Update** – Attendance requirements were read by Ms. Nelson. Ms. Nelson noted the errors on the attached Attendance Update. An actual account of attendance for September is reflected in the minutes of September 13, 2005.

II. CONSENT ITEMS

- B. Approval of Minutes for the PAC Meeting of September 13, 2005** – Background given by Ms. Nelson. There were no corrections. Motion by Ms. Beverly Shah to approve the minutes of September 13, 2005 by show of hands. Seconded by Ms. LaRisa Yarbrough.

Ayes: 15. Nays: 0. Abstentions: 2 (Mr. Hasan McWhorter - appointed Parliamentarian for this meeting and Ms. Denise Nelson).

III. ACTION ITEMS

- A. Review of Applications and Election of Past Parent Representatives and Alternates** – Background given by Ms. Nelson. Members reviewed the four distributed Past Parent Applications. Motion by Ms. Irene Harvey to elect two Past Parents and two Alternates by show of hands. Seconded by Ms. Brenda Huerta. There was no discussion.

Ayes: 15. Nays: 0. Abstentions: 2 (Mr. Hasan McWhorter and Ms. Denise Nelson). Ms. Nelson stated that the two applicants receiving the highest number of votes would become the Representatives and the other two would become the Alternates.

Results of the vote: Ms. Keshia Davis (6 votes) and Ms. Lucia Hernandez (5 votes) were elected Representatives. Ms. Farnaz Torania (with 3 votes) was elected Alternate 1, and Ms. Claudia Reyna (with 1 vote) was elected Alternate 2.

B. Review of Applications and Election of Grandparent Representatives and Alternates

Background given by Ms. Nelson. Motion by Ms. Kim Creed to elect two Grandparent Representatives and two Alternates by show of hands. Seconded by Ms. Mary Frutoz.

Ayes: 14. Nays: 0. Abstentions: 3 (Ms. Denise Nelson, Mr. Hasan McWhorter, and Ms. Shikira Hill).

Members reviewed the sole application received. By a 13 Member show of hands approval vote, Ms. Eileen Rowland was elected Grandparent Representative.

C. Review of Applications and Election of Foster Parent Representatives and Alternates

Background given by Ms. Nelson. Motion by Ms. Yarbrough to elect two Foster Parent Representatives and two Alternates by show of hands. Seconded by Ms. Harvey.

Ayes: 14. Nays: 0. Abstentions: 3 (Ms. Denise Nelson, Mr. Hasan McWhorter, and Ms. Shikira Hill).

Ms. Nelson asked members to vote by show of hands to approve the sole Foster Parent Representative application received from Ms. Inez Whitlow.

Ayes: 12. Nays: 0. Abstentions: 5 (Ms. Nelson, Mr. McWhorter, Ms. Walker, Ms. Hill and Ms. Avina.) Ms. Whitlow was elected Foster Parent Representative.

IV. INFORMATION ITEMS

A. Standing Information

- Introduction of New Staff – Ms. Cathy Spivey transferred into the Training Unit and now works with Ms. Belinda Malone. They are the Team Leaders who are in charge of the Self-Assessment Tool. The annual Self-Assessment provides programs with the means to regularly assess their own management systems and program operations in order to continually strengthen the program and the services delivered to children and families.

Ms. Judy Weber transferred into the Training Unit and now works with Mr. Bob Silva, Ms. Julita Bentz and Ms. Alma Walton. They monitor files for quality assurance, attend center parent meetings, facilitate the FLIP (Family Literacy Improvement Program), parent trainings and perform other Training Unit duties.

- Upcoming Meetings/Trainings/Conferences/Events – Ms. Malone shared that Family Day will now be at William Land Park, Friday, October 21st, 2005, 10:00 a.m. – 2:00 p.m. This year there will be two new attractions: a petting zoo and bouncy houses. Bus transportation from St. Paul's Baptist Church to William Land Park will begin at 8:00 a.m. and run every 30 minutes. There will be no a.m. snack this year; there will be lunch. Celebration cake will be served in honor of Head Start's 40th Anniversary this year. Mr. Donald Clark suggested SETA recognize someone who was a part of Head Start through its history and is still involved. Suggestions were Ms. Cummings and Ms. Redd. Ms. Norma Johnson will check into it.

The next Daddy and Me is a Harvest Festival, October 25, 2005, Sharon Neese Early Learning Center, 6:00 – 8:00 p.m., with free pumpkins for each family, a pumpkin carving activity, family portraits and free dinner.

There are no Grandparent Support meetings until November 9, 2005.

- Average Daily Attendance (ADA) Report – Ms. Elsie Bowers – No report.
- Monthly Special Education Report – Ms. Beverly Sanford – No report.
- California Head start Association (CHSA) Report – Ms. Johnson referred Representatives to the October 2005 Update handout. CHSA is recruiting for Parent Ambassadors; the application date has been extended to October 28, 2005. Sacramento will be the host of the January, 2006 CHSA Conference. Those interested in serving on the Conference committee should inform Ms. Johnson or CHSA at 444-7760.

The Bill (H.R.2123) passed the House and now goes to the Senate, which is expected to take it up sometime the end of October or first of November. Some changes that will be imposed are: the elimination of the Policy Council, making it an advisory committee; 50 percent of all of Head Start's teachers will have to have a B.A. by 2011; with every PRISM three-year review they will review every Delegate Agency, rather than half of the Agencies (as in the past 25 years) and no one from Region IX will be part of the review team; reviewers are looking for what Head Start is NOT doing right – no strengths will be identified; and there will be no entrance or an exit.

- Head Start Awareness Day/Family Day in the Park, Friday, October 21st, 2005, William Land Park, 10:00 – 2:00. Report previously given. See attachment.
- PC/PAC Annual Appreciation, Saturday, October 29, 2005, Shriners Hospitals for Children, Sacramento, CA (see attachment) – Ms. Betty Walker shared that everyone should have received their invitations in the mail. Please plan to attend this exciting event. Items for the event will be purchased this Thursday, October 13th. Theme colors are purple and gold, but should not be a hindrance to attend; wear what you have. Ms. Marie Desha shared that the banquet will take place on the first floor in the auditorium and asked Representatives to stay in that general area and not go on the elevators or to different floors due to the safety of the children.
- Fiscal Report – Mr. Kim Peck went over the Head Start/Early Head Start Expenditure and Budget Analysis reports, ending September 30, 2005 (see attached). Due to a file transfer error, on the Early Head Start Budget under T/TA, in the % column, #VALUE! should be zero, in the *Remaining* columns, #VALUE! should be zero; in the *Grand Total* row, *Remaining* column, #VALUE! should be \$2,385,763.

Mr. Peck gave the Cluster reports (see attached). There has been a change in Petty Cash Fund reporting; we are now reporting by classroom rather than by center. We have until July 30, 2006 to spend the money, which is available on a first-come first-served basis. Activities for June or July should be approved by May.

- Community Resources/Recognitions – Parent Advisory Committee Representative/Staff – Ms. Beverly Shah shared that on the 3rd Saturday of each month the Campbell Soup store is open to the public and items are sold at 50 percent off. Ms. Shah is attending meetings of the Sacramento Housing Alliance. Although this is Ms. Shah's last year, she can come back as a community member and give updates as information is received.

- Parent/Staff Recognitions – The Chair recognized members of the audience: Ms. Crystal Tepa from Dos Rios, future member of the Parent Advisory Committee for year 2005-2006; Ms. Margie Mitchell, past PC and PAC Chair; and Ms. Sudhira Mahajan, Home Base Supervisor/EHS Education Coordinator, who has been with SETA for 11 years.
- Grandparent/Foster Parent Report – Ms. Beverly Shah, Mr. Donald Clark and Ms. Denise Nelson – Mr. Clark gave an update on the Five a Day Program, sponsored by the California Department of Health Services, working through the Capitol City and the Greater St. Stevens Baptist Churches. Research has been completed and official correspondence will be sent to Ms. Buffie Engstrom soon.
- Child Care Center Food Menu - attached.

B. Governing Board Meeting Minutes - attached.

V. COMMITTEE REPORTS

- Executive Committee
 - Critique of the Parent Advisory Committee Meeting, September 13, 2005, was read by Ms. Betty Walker.
- Personnel/Bylaws Committee – No meetings.
- Budget/Planning Committee – No meetings.
- Social/Hospitality/Fundraising Committee – No meetings. Shopping is on Thursday, 10/13/05.
- Program Area Committee Reports:
 - Early Childhood Development and Health Services Committee - No meetings.
 - Family and Community Partnerships/Training Committee No meetings.
 - Monitoring/Evaluation Committee (Self-Assessment) – Committee of the Whole
- Community Advocating Male Participation (C.A.M.P.) – Mr. Clifton Tucker Jr. – Report previously given by Ms. Malone.
- Food Services Committee - No meetings.
- Early Head Start Committee No meetings.

VI. OTHER REPORTS

- Chair's Report – Ms. Denise Nelson shared that the PAC Executive Committee meeting is tomorrow, October 12, 2005, 1:00 p.m., Oak Room. Framing of certificates will follow the Executive PAC meeting. The Decoration Committee shopping day is Thursday, October 13, at 10:00 a.m. (No reimbursement – volunteer basis only.) Region IX Conference travel meeting is Friday, October 14th at 1:00 p.m., Oak Room. Region IX Conference reports are due Friday, October 28th. The PC Executive meeting is Friday, October 28th at 9:00 a.m.
- Policy Council Report(s) – Ms. Loretta McClendon, Ms. Minerva Gillette, Ms. Betty Walker and Ms. Mary Frutoz – No report.
- Head Start Deputy Executive Director's Report - Ms. Norma Johnson – Previously given.
- Manager - Administration Operations Report - Ms. Buffie Engstrom – No report.
- Manager - Program Support Services Report - Ms. Brenda Campos-Peck – Family Services Workers were to report to Ms. Jody Marquez the times parents decided to hold their monthly parent meetings. Please make sure your center has set a monthly meeting schedule and keep them as consistent as possible.

Annually (October 15, 2005) SETA has to submit to the County Health Department its immunization status. Some children have been identified as overdue on their immunizations. All children are required to be up to date or they will be excluded from Head Start until their immunizations are made current.

At a previous meeting a question was asked about the possibility of children receiving 1 percent milk instead of 2 percent milk. In answer to that question Ms. Campos-Peck

shared that ideally children from birth to 1 year should be on breast milk, if not, on fortified formula; children 1 to 2 years should be on whole milk because they need the fat; children 2 to 5 years should be on 2 percent or 1 percent milk. Ms. Campos-Peck has substantiating documentation for anyone interested.

Mr. Donald Clark asked if the State Legislature that was passed requiring school lunches to include healthier choices and more fruits and vegetables pertains only to public schools or to Head Start as well. Ms. Campos-Peck shared that elementary schools often go under the National School Lunch Program; Head Start is under the Child Care Food Program (CCFP), part of USDA. The CCFP made new recommendations to change portion sizes and to include more fruits and vegetables. Changes were made to the Head Start menu. SETA is addressing the problem with the Delegate Agencies' Early Head Start menus because they are under the school lunch menu which are inappropriate for young children.

- Manager - EHS, Special Projects and Community Partnerships Report – Vacant.
- Manager – Grantee Program Operations Report - Ms. Denise Lee reported that before October 16th, 2005 parents should be seeing new children's computers by Hatch Systems in each of the classrooms. These computers are designed specifically for children and have children's software. Ms. Lee encouraged parents to take a look at the computers and software and get involved with their child/ren.

Due to safety restraints, in January 2006, busses or public transportation will no longer be available. Many of the centers are rushing to get their bus field trip activities scheduled prior to the loss. On minimum days, centers with capacity limitations will collapse to a.m. classes only and will require some sort of an outdoor or field trip activity. So that arrangements may be made with your school or job, check with your centers to see what they are doing on the next minimum day and whether your participation in the activity will be necessary.

Ms. Lee asked Mr. Peck to show on the budget the set amount of petty cash in each class so each teacher can see what they have spent through the year and what they have left.

Ms. Lee and Ms. Johnson have been working with River Oak to partner in providing therapeutic preschool for children with more challenging behaviors. A need for referral will be identified within the first 30 to 45 days of the Head Start enrollment and screening process. For questions, call Ms. Lee at 263-3916, or e-mail her at Denise@headstart.seta.net.

VII. CENTER UPDATES

Ms. Huerta shared that Grant Skills Center Head Start went on a field trip to a pumpkin patch on Auburn. The kids had a lot of fun and took their pumpkins home.

VIII. DISCUSSION

No discussion.

IX. PUBLIC PARTICIPATION

No public participation.

X. ADJOURNMENT

Meeting adjourned at 7:29 p.m.

ITEM III-A – INFORMATION

STANDING INFORMATION ITEMS

BACKGROUND:

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

- A. Standing Information
 - Head Start Awareness Day/Family Day in the Park, Friday, October 21, 2005, William Land Park Reports
 - PC/PAC End of Year Appreciation, Saturday, October 29, 2005, Shriners Hospitals for Children, Sacramento, CA (Oral Reports)
 - Recognition of Parent Advisory Committee/Staff 2004-2005
 - Region IX Head Start Association 22nd Annual Training Conference, Hilton Hotel, October 17-19, 2005, Pasadena, CA (Reports attached.)
 - Program Review Instrument Report (PIR) – Ms. Yolanda Macias and Ms. Denise Lee
 - Executive Committee Report
 - Seating of New Parent Advisory Committee Representatives (2005-2006)
 - Introduction of SETA Head Start Staff
 - Board Procedures
 - Conflict of Interest – Ms. Nancy Hogan
 - Reimbursements – Mr. Allen Brock
 - Personnel – Mr. Jim O’Bra

NOTES:

PAC EXECUTIVE COMMITTEE CRITIQUE
OF THE OCTOBER 11, 2005 MEETING

| GOOD | NEEDS IMPROVEMENT |
|--|--|
| <ul style="list-style-type: none"> • Attendance | <ul style="list-style-type: none"> • Being recognized by the Chair before speaking or leaving your seat |
| <ul style="list-style-type: none"> • Timely meeting | <ul style="list-style-type: none"> • Cell phones on vibrate should not be on table tops |
| <ul style="list-style-type: none"> • Punctuality | <ul style="list-style-type: none"> • Point of Personal Privilege |
| | |
| | |
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NOTES:

ITEM IV-A – ACTION ITEM

ELECTION OF POLICY COUNCIL REPRESENTATIVES AND ALTERNATES
2005-2006 (PAC)

BACKGROUND:

Each year PAC elects six (6) Representatives and six (6) Alternates to the Sacramento County Head Start Policy Council (PC).

The duties of these 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 PAC 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 PAC elect six (6) Policy Council Representatives and six (6) Alternates to the Policy Council.

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

ITEM IV-B – ACTION ITEMS

**ELECTION OF REPRESENTATIVES AND ALTERNATES
TO ATTEND THE NATIONAL HEAD START ASSOCIATION
PARENT TRAINING CONFERENCE**

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to select two (2) Policy Council Representatives to attend the National Head Start Association's 22nd Annual Parent Training Conference, December 16-20, 2005, in Washington, D.C.

Please see attached Conference Attendance Guidelines and conference information.

RECOMMENDATION:

That the Parent Advisory Committee selects two (2) Representatives and two (2) Alternates to attend the conference.

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

PARENT ADVISORY COMMITTEE **REPRESENTATIVE CONFERENCE ATTENDANCE GUIDELINES**

The following guidelines for Parent Advisory Committee Representatives attending a Head Start Parent Conference are as follows:

1. Priority preference for selection to attend a Head Start Conference will be given to Parent Advisory Committee (PAC) Representatives who have not had an opportunity to attend an out-of-state Head Start Conference.
2. The PAC Representative must give a written report to the PAC at the next scheduled PAC meeting upon his/her return from the parent conference (local or out-of-state).
3. The PAC Representative's report must include the PAC Representative's name, conference date, title, location; workshops attended, and networking information.
4. Any additional comments.

ITEM III-B – INFORMATION (CONTINUED)

STANDING INFORMATION ITEMS

BACKGROUND:

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

- B. Upcoming Meetings, Trainings, Conferences and Events
 - Ms. Alma Hawkins, Mr. Robert Silva, Ms. Belinda Malone, Ms. Julita Bentz, Ms. Cathy Spivey, Ms. Judy Weber and Ms. Marie Desha

NOTES:

ITEM V – DISCUSSION

BACKGROUND:

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

NOTES:

ITEM VI – 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 Chair if they wish to speak.

NOTES:
