

Thought for the Day: "Treasure every moment you have. Remember that time waits for no one."

Author: Esteemed Human Development
International

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
Public Representative

ROBBIE WATERS
Council Member
City of Sacramento

**MEETING OF THE HEAD START/EARLY HEAD START
PARENT ADVISORY COMMITTEE**

Date: Tuesday, July 11, 2006

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 Public Participation, Item IX 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

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 June 13, 2006
- III. **Action Items**
 - A. Approval of Policy Council/Parent Advisory Committee Joint Parent Activity
- IV. **Information Items**
 - A. Standing Information
 - Introduction of New Staff
 - Upcoming Meetings/Trainings/Conferences/Events
Ms. Alma Hawkins, Ms. Belinda Malone, Mr. Robert Silva,
Ms. Julita Bentz, Ms. Cathy Spivey and/or Ms. Judy Weber,
Social Services/Parent Involvement Specialists

- Average Daily Attendance (ADA) Report – Ms. Elsie Bowers
- Monthly Special Education Report – Ms. Beverly Sanford
- Program Content Area/Disabilities Services Report (February, April, June, August, October) – Ms. Beverly Sanford
- Program Content Area/Mental Health Report (February, April, June, August, October) – Ms. Melanie Nicolas
- California Head Start Association (CHSA) Report
- Fiscal Report (February, May, August, November) Mr. Kim Peck
- Community Resources/Recognitions – Parent Advisory Committee Representative/ Staff
- Parent/Staff Recognitions
- Grandparent/Foster Parent Report – Mr. Donald Clark and Ms. Inez Whitlow
- Child Care Center Food Menu (Attached)

B. Governing Board Meeting Minutes

V. **Committee Reports**

- Executive Committee
 - Critique of the Parent Advisory Committee, June 13, 2006
- 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. Roy Shier
- Food Services Committee
- Early Head Start Committee
- Community Partnerships Advisory Committee (CPAC) – Ms. Zebadeisha Grooms (Representative)
- Health Services Advisory Committee (HSAC) – Ms. Dionne Wilson (Representative)

VI. **Other Reports**

- Chair's Report – Ms. Denise Nelson
- Policy Council Report(s) – Ms. Sherry Gangloff, Ms. Zebadeisha Grooms, Ms. Kenesha Gray, Ms. Paula Stackhouse, Mr. Donald Clark and Ms. Ana Melara
- Head Start Deputy Executive Director's Report - Ms. Robin Purdy, serving as Interim Head Start Deputy Executive Director
- Manager - Administration, Staff Development and Parent Services Report - Ms. Buffie Engstrom
- Manager - Program Support Services Report - Ms. Brenda Campos-Peck
- Manager, Child Development and Education Services Report - Ms. Denise Lee
- Manager - EHS, Special Projects and Community Partnerships Report - Vacant

VII. **Center Updates**

VIII. **Discussion**

IX. **Public Participation**

X. **Adjournment**

Distribution Date: Thursday, July 6, 2006

ITEM I-A – ROLL CALL

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

- ___ **Vacant**, Auberry Park Head Start
- ___ Coral Humphrey, Bannon Creek Head Start
- ___ Zebadeisha Grooms, Broadway Early Learning Center
- ___ **Vacant**, Center of Praise Head Start
- ___ **Vacant**, Countrywood Head Start
- ___ Nysheka Robinson, Crossroads Garden Head Start
- ___ **Vacant**, CSUS Head Start
- ___ Crystal Tapa, Dos Rios Head Start
- ___ Wendy Goins, Early Head Start /Home Base
- ___ Marilyn Williams, Florin Meadows Head Start
- ___ Kathy Ruiz, Franklin Head Start
- ___ Kenesha Gray, Freedom Park Head Start
- ___ Dionne Wilson, Fruitridge Head Start
- ___ Vickie Snoe, Galt Head Start
- ___ **Vacant**, Grace Lutheran Head Start
- ___ **Vacant**, Grizzly Hollows
- ___ Brenda Huerta, Grant Skills Center
- ___ Rebekah Boone, Hillsdale Head Start
- ___ **Vacant**, Home Base
- ___ **Vacant**, Home Base
- ___ **Vacant**, Illa Collin Head Start
- ___ **Vacant**, Job Corp Head Start
- ___ Themariss West, Kennedy Estates Head Start
- ___ Stephanie Turner, La Riviera Head Start
- ___ **Vacant**, LaVerne Stewart Head Start
- ___ Ana Melara, Marie Cleveland's Bright Beginnings Head Start
- ___ Sherry Gangloff, Mather Head Start
- ___ Carmen Huerta, Nedra Court Head Start
- ___ **Vacant**, New Helvetia 1 Head Start
- ___ **Vacant**, New Helvetia 2 Head Start
- ___ Rosalie Cornett, Northview Head Start
- ___ **Vacant**, Norwood Head Start
- ___ **Vacant**, Parker Avenue Head Start
- ___ **Vacant**, Phoenix Park Head Start
- ___ Sandra Reyes, Sharon Neese Early Learning Center
- ___ Kim Creed, Sierra View Head Start
- ___ Elissa Hill, Strizek Park Head Start
- ___ Paula Stackhouse, Vineland Head Start
- ___ Lynda Paulsen, Walnut Grove Head Start
- ___ Veronica Rodriguez, Whispering Pines Head Start
- ___ Inez Whitlow, Foster Parent Representative
- ___ **Vacant**, Foster Parent Representative
- ___ Donald Clark, Grandparent Representative
- ___ **Vacant**, Grandparent Representative
- ___ Roy Shier, Male Involvement Representative
- ___ Denise Nelson, Out Going Chair
- ___ **Vacant**, Past Parent/Community Representative
- ___ **Vacant**, Past Parent/Community Representative

New Representatives to be seated:

- ___ Alysian Gray, Countrywood Head Start
- ___ Merlinda Chino, Norwood Head Start

ITEM I-B – PAC MEETING ATTENDANCE UPDATE

The PAC was seated on November 8, 2005

PARENT ADVISORY COMMITTEE - MEETING ATTENDANCE PROGRAM YEAR 2005-2006

	CENTER	11/8	12/13	1/10	2/14	3/14	4/25	5/17	6/13	7/11	8/8	9/12	10/10
Vacant	AP												
Coral Humphrey Seated 3/06	BC					X	X	X	X				
Zebadeisha Grooms Seated 11/05	BLC	X	X	U	X	X	X	X	X				
Avonnee Diggs S/B Seated 11/05	COP	U	X	X	X	X	U	X	E				
Alysian Gray S/B Seated 06/06	CW								U				
Nysheka Robinson Seated 12/05	CR		X	X	U	X	X	X	X				
Vacant	CSUS												
Crystal Tapa Seated 11/05	DR	X	X	X	X	U	X	X	X				
Wendy Goins Seated 05/06	EHS/HB							X	X				
Kathy Ruiz Seated 03/06	F					X	X	X	X				
Marilyn Williams Seated 06/06	FM								X				
Kenisha Gray Seated 11/05	FP	X	X	U	X	X	X	X	X				
Dionne Wilson Seated 11/05	FT	X	X	X	X	X	X	X	U				
Vickie Snoe Seated 03/06	G					X	X	E	X				
Vacant	GH												
Vacant	GL												
Brenda Huerta Seated 11/05	GSC	X	X	X	X	X	X	X	U				
Rebekah Boone S/B Seated 03/06	H					U	X	X	X				
Vacant	HB												
Vacant	HB												
Vacant	IC												
Vacant	JC												
Themaris West Seated 06/06	K								X				
Stephanie Turner Seated 05/06	LAR							X	X				
Vacant	LVS												
Ana Melara Seated 11/05	MCBB	X	E	X	X	X	X	X	U				
Sherry Gangloff Seated 11/05	M	X	X	X	X	X	X	X	X				
Carmen Huerta Seated 04/06	NC						X	X	E				
Vacant	NH1												
Vacant	NH2												
Rosalie Cornett Seated 11/05	NV	X	X	X	X	X	X	X	X				
Vacant	N												
Vacant	PA												
Vacant	PP												
Sandra Reyes Seated 06/06	SN								X				
Elissa Hill Seated 06/06	SP								X				
Kim Creed Seated 11/05	SVE	X	X	X	X	X	X	E	X				
Paula Stackhouse Seated 02/06	V				X	X	X	X	X				
Lynda Paulsen S/B Seated 12/05	WG		E	E	X	X	X	X	X				
Veronica Rodriguez Reseated 01/06	WP			X	X	X	X	E	X				
Inez Whitlow S/B Seated 11/05	FPR	U	X	X	X	X	E	X	X				
Vacant	FPR												
Donald Clark Reseated 03/06	GPR					X	X	X	X				
Vacant	GPR												
Roy Shier Seated 05/06	MIR							X	X				
Denise Nelson Seated 11/05	OGC	X	X	X	X	X	X	X	X				
Keysha Davis S/B Seated 11/05	PPR	E	X	X	U	X	X	X	E				
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 2005-2006
(Continued)

Head Start Center Abbreviations

AP:	Auberry Park	JC:	Job Corps
BC:	Bannon Creek	K:	Kennedy Estates
BLC:	Broadway Early Learning Center	LAR:	La Riviera
COP:	Center of Praise	LVS:	LaVerne Stewart
CR:	Crossroads Garden	M:	Mather
CSUS:	CA State University, Sacramento	MCBB:	Marie Cleveland Bright Beginnings
CW:	Countrywood	N:	Norwood
DR:	Dos Rios	NC:	Nedra Court
EHS:	Early Head Start	NH1:	New Helvetia 1
FM:	Florin Meadows	NH2:	New Helvetia 2
FR:	Franklin	NV:	Northview
FP:	Freedom Park	PA:	Parker Avenue
FT:	Fruitridge	PP:	Phoenix Park
G:	Galt	SN:	Sharon Neese
GL:	Grace Lutheran	SP:	Strizek Park
GSC:	Grant Skills Center	SVE:	Sierra Vista Elementary
GH:	Grizzly Hollows	V:	Vineland
H:	Hillsdale	WG:	Walnut Grove
HB:	Home Based	WP:	Whispering Pines
IC:	Illa Collin		

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
JUNE 13, 2006

BACKGROUND:

The minutes for the June 13, 2006 Parent Advisory Committee meeting will be provided in the August Parent Advisory Committee agenda.

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

ITEM III-A – ACTION ITEM

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. An update on the parent activity will be shared at the Committee meeting.

See attached information on parent activity.

RECOMMENDATION:

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

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

ITEM IV-A – INFORMATION ITEMS

STANDING INFORMATION

BACKGROUND:

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

IV. Information Items

A. Standing Information

- Introduction of New Staff
- Upcoming Meetings/Trainings/Conferences/Events
 - Ms. Alma Hawkins, Ms. Belinda Malone, Mr. Robert Silva, Ms. Julita Bentz, Ms. Cathy Spivey and/or Ms. Judy Weber, Social Services/Parent Involvement Specialists
- Average Daily Attendance (ADA) Report – Ms. Elsie Bowers
- Monthly Special Education Report – Ms. Beverly Sanford
- Program Content Area/Disabilities Services Report (February, April, June, August, October) – Ms. Beverly Sanford
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- Fiscal Report (February, May, August, November) Mr. Kim Peck
- Community Resources/Recognitions – Parent Advisory Committee Representative/ Staff
- Parent/Staff Recognitions
- Grandparent/Foster Parent Report – Mr. Donald Clark and Ms. Inez Whitlow
- Child Care Center Food Menu (Attached)

NOTES:

ITEM IV-B – INFORMATION

GOVERNING BOARD MEETING MINUTES

BACKGROUND:

The minutes of the latest Governing Board Meeting will be provided in the August Parent Advisory Committee meeting agenda.

NOTES:

ITEM V – COMMITTEE REPORTS

BACKGROUND:

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

- Executive Committee
 - Critique of the Parent Advisory Committee, June 13, 2006
- Personnel/Bylaws Committee
- Budget/Planning Committee
- Social/Hospitality/Fundraising Committee
- Program Area Committee Reports:
 - Early Childhood Development and Health Services Committee
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- Community Partnerships Advisory Committee (CPAC) – Ms. Zebadeisha Grooms (Representative)
- Health Services Advisory Committee (HSAC) – Ms. Dionne Wilson (Representative)

NOTES:

PAC EXECUTIVE COMMITTEE CRITIQUE
OF THE JUNE 13, 2006 MEETING

GOOD	NEEDS IMPROVEMENT
1. Attendance excellent	1. Staff talking/laughing is distracting to Representatives conducting the meeting
2. Participation by Representatives in making motions	2. Representatives being recognized by the Chair before speaking
3. Timely meeting	
4. Cell phones were off	
5. Chair did an excellent job	
6. Nancy Hogan clerking the PAC meeting for Lori Black (on vacation)	

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) – Ms. Sherry Gangloff, Ms. Zebadeisha Grooms, Ms. Kenesha Gray, Ms. Paula Stackhouse, Mr. Donald Clark and Ms. Ana Melara
- Head Start Deputy Executive Director's Report – Ms. Robin Purdy, serving as Interim Head Start Deputy Executive Director
- Manager - Administration, Staff Development and Parent Services Report - Ms. Buffie Engstrom
- Manager - Program Support Services Report - Ms. Brenda Campos-Peck
- Manager - Child Development and Education Services Report - Ms. Denise Lee
- 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 Chair if they wish to speak.

NOTES:
