

Thought for the Day: "Treat a child as though he already is the person he's capable of becoming."

Author: Haim Ginott

**GOVERNING BOARD**

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

**Date:** Tuesday, October 17, 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](http://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 September 12, 2006
- III. **Action Items**
  - A. Review of Applications and Election of Past Parent Representatives and Alternates
  - B. Review of Applications and Election of Grandparent Representatives and Alternates
  - C. Review of Applications and Election of Foster Parent Representatives and Alternates
- 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
- PC/PAC Parent Activity Event Reports – Family History Center, Saturday, September 16, 2006
- Head Start Family Day Event Reports – William Land Park, Friday, October 6, 2006
- PC/PAC Annual End of Year Parent Appreciation Event Reports – Hilton Hotel - Sacramento Arden West, Saturday, October 21, 2006, 6:00 - 9:00 p.m. (see attachment)
- 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
- Child Care Center Food Menu (Attached)

B. SETA Operated Head Start Annual Self-Assessment Update

C. Protection and Advocacy, Inc., (PAI) Presentation

D. Governing Board Meeting Minutes

#### V. **Committee Reports**

- Executive Committee
  - Critique of the Parent Advisory Committee, September 12, 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 and Mr. Donald Clark
- Head Start Deputy Director's Report – Ms. Robin Purdy, Interim Head Start Deputy 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: Wednesday, October 11, 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
- \_\_\_ Alysian Gray, Countrywood Head Start
- \_\_\_ Nysheka Robinson, Crossroads Garden Head Start
- \_\_\_ **Vacant**, CSUS Head Start
- \_\_\_ Wendy Goins, Early Head Start /Home Base
- \_\_\_ Laura Angel, 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**, Grant Skills Center
- \_\_\_ **Vacant**, Grizzly Hollows
- \_\_\_ Rebekah Boone, Hillsdale Head Start
- \_\_\_ **Vacant**, Home Base
- \_\_\_ **Vacant**, Home Base
- \_\_\_ **Vacant**, Illa Collin Head Start
- \_\_\_ **Vacant**, Job Corp Head Start
- \_\_\_ **Vacant**, Kennedy Estates Head Start
- \_\_\_ **Vacant**, La Riviera Head Start
- \_\_\_ **Vacant**, LaVerne Stewart Head Start
- \_\_\_ **Vacant**, Marie Cleveland’s Bright Beginnings Head Start
- \_\_\_ Sherry Gangloff, Mather Head Start
- \_\_\_ **Vacant**, 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
- \_\_\_ **Vacant**, Strizek Park Head Start
- \_\_\_ Paula Stackhouse, Vineland Head Start
- \_\_\_ **Vacant**, Walnut Grove Head Start
- \_\_\_ Veronica Rodriquez, Whispering Pines Head Start
- \_\_\_ **Vacant**, 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:**

**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
<b>Vacant</b>	AP												
Coral Humphrey Seated 3/06	BC					X	X	X	X	E	U	X	
Zebadeisha Grooms Seated 11/05	BLC	X	X	U	X	X	X	X	X	X	X	X	
<b>Vacant</b>	COP												
Alysian Gray S/B Seated 06/06	CW								U	X	X	X	
Nysheka Robinson Seated 12/05	CR		X	X	U	X	X	X	X	X	X	X	
<b>Vacant</b>	CSUS												
<b>Vacant</b>	DR												
Wendy Goins Seated 05/06	EHS/HB							X	X	X	U	X	
Kathy Ruiz Seated 03/06	F					X	X	X	X	X	X	AP	
Laura Angel Seated 09/06	FM												X
Keneshia Gray Seated 11/05	FP	X	X	U	X	X	X	X	X	X	X	X	
Dionne Wilson Seated 11/05	FT	X	X	X	X	X	X	X	U	X	X	X	
Vickie Snoe Seated 03/06	G					X	X	E	X	X	U	X	
<b>Vacant</b>	GH												
<b>Vacant</b>	GL												
Brenda Huerta Seated 11/05	GSC	X	X	X	X	X	X	X	U	X	E	E	
Rebekah Boone S/B Seated 03/06	H					U	X	X	X	X	U	X	
<b>Vacant</b>	HB												
<b>Vacant</b>	HB												
<b>Vacant</b>	IC												
<b>Vacant</b>	JC												
Themaris West Seated 06/06	K								X	X	U	U	
<b>Vacant</b>	LAR												
<b>Vacant</b>	LVS												
Ana Melara Seated 11/05	MCBB	X	E	X	X	X	X	X	U	X	X	U	
Sherry Gangloff Seated 11/05	M	X	X	X	X	X	X	X	X	X	X	E	
Carmen Huerta Seated 04/06	NC						X	X	E	X	U	U	
<b>Vacant</b>	NH1												
<b>Vacant</b>	NH2												
Rosalie Cornett Seated 11/05	NV	X	X	X	X	X	X	X	X	U	X	U	
<b>Vacant</b>	N												
<b>Vacant</b>	PA												
<b>Vacant</b>	PP												
Sandra Reyes Seated 06/06	SN								X	X	E	X	
<b>Vacant</b>	SP												
Kim Creed Seated 11/05	SVE	X	X	X	X	X	X	E	X	X	X	X	
Paula Stackhouse Seated 02/06	V				X	X	X	X	X	X	X	X	
<b>Vacant</b>	WG												
Veronica Rodriguez Reseated 01/06	WP			X	X	X	X	E	X	X	E	X	
<b>Vacant</b>	FPR												
<b>Vacant</b>	FPR												
Donald Clark Reseated 03/06	GPR					X	X	X	X	X	X	X	
<b>Vacant</b>	GPR												
Roy Shier Seated 05/06	MIR							X	X	X	X	X	
Denise Nelson Seated 11/05	OGC	X	X	X	X	X	X	X	X	X	E	X	
<b>Vacant</b>	PPR												
<b>Vacant</b>	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**

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

**Representative Abbreviations**

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

**Attendance Record Abbreviations**

<b>X:</b>	Present
<b>E:</b>	Excused
<b>AP:</b>	Alternate Present
<b>AE:</b>	Alternate Excused
<b>U:</b>	Unexcused
<b>PAC:</b>	Parent Advisory Committee

**ITEM II-A – CONSENT ITEM**

**APPROVAL OF MINUTES FOR PAC MEETING**  
**SEPTEMBER 12, 2006**

**BACKGROUND:**

This agenda item provides an opportunity for the Parent Advisory Committee to review and approve the minutes of September 12, 2006.

**NOTES:**

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**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

September 12, 2006  
6:00 p.m.

**I. Welcome**

- A. Call to Order/Roll Call – The meeting was called to order at 6:01 p.m. The Thought for the Day was read by Ms. Virginia Snoe. Roll was called; quorum confirmed.

**Members Present:**

Coral Humphrey  
Zebadeisha Grooms (6:15 arrival)  
Alysian Gray (6:05 arrival)  
Nysheka Robinson  
Wendy Goins  
Manuel Ruiz,  
    AP for Kathy Ruiz (6:05 arrival)  
Kenesha Gray  
Dionne Wilson  
Vickie Snoe  
Rebekah Boone  
Sandra Reyes  
Kim Creed  
Paula Stackhouse  
Veronica Rodriguez  
Donald Clark (6:02 arrival)  
Roy Shier  
Denise Nelson

**Members Absent:**

Brenda Huerta (E)  
Themaris West (U)  
Ana Melara (U)  
Sherry Gangloff (U)  
Rosalie Cornett (U)  
Carmen Huerta (U)

**New Representatives Seated:**

Laura Angel, Florin Meadows Head Start.

- B. PAC Meeting Attendance Update – Ms. Denise Nelson read the PAC Meeting Attendance Update.

**II. Consent Items**

- A. Approval of Minutes for PAC Meeting of August 8, 2006 – Motion by Ms. Kenesha Gray to approve the minutes by show of hands vote. Seconded by Ms. Paula Stackhouse. Ayes: 13. Nays: 1. Abstentions: 1, (Ms. Denise Nelson). No corrections; motion carried.

**III. Action Items**

- A. Timed Item 6:00 p.m. and Public Hearing: Final and Second Reading of the Modifications to the Bylaws of the SETA Operated Head Start/Early Head Start Parent Advisory Committee. Ms. Nelson read the background information. Motion by Ms. Paula Stackhouse to close the public hearing and approve the



amendments to the Bylaws attached by show of hands vote. Seconded by Mr. Roy Shier. No discussion. Ayes: 15. Nays: 0. Abstentions: 1 (Ms. Nelson). Motion carried. (Ms. Virginia Snoe assumed the position of Parliamentarian for the meeting.)

#### IV. **Information Items**

##### A. Standing Information

- Introduction of New Staff – None.
  
- 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 – Ms. Bentz thanked everyone who attended and sent families to attend movie night. Every other month parents will receive a free FLIP book. Parents are asked to record on a log sheet the number of minutes or hours spent reading to their child. The next book is titled, “Erika and Julita.” Activity sheets will also be distributed to parents. Ms. Judy Weber shared on the Grandparent Conference at American River College last Saturday. There were a lot of good resources. SETA collaborated with outside agencies. The Support Group will be quarterly this year and will start in November; details and dates to follow. The next Daddy and Me activity will be at Fairytale Town on September 24<sup>th</sup>, 9:00 a.m. – 2:00 p.m. (The whole event is 9:00 a.m. until 4:00 p.m., the 23<sup>rd</sup> and 24<sup>th</sup>.) There will be free books, activities and a continental breakfast. Call Bob Silva at 263-3809 to RSVP.
  
- “Second Time Around” Grandparents Conference Reports, Event - Saturday, September 9, 2006, American River College – Previously given by Judy Weber.
  
- PC/PAC Parent Activity – Family History Center, located at 2745 Eastern Avenue, Sacramento, CA, Saturday, September 16, 2006, from 9:00 a.m.-12 noon. Arrive at the Head Start Del Paso office at 7:45 a.m. Transportation and lunch provided by SETA Head Start (flyer attached).
  
- Head Start Family Day, Friday, October 6, 2006, William Land Park, from 10:00 a.m. to 1:30 p.m. (see attached flyer) – Ms. Bentz asked parents to park at St. Paul’s Baptist Church due to limited parking spaces at the park. The church is located on 12<sup>th</sup> Avenue near Martin Luther King Blvd. Map will be provided on flyer.
  
- Region IX Head Start Association Professional Development Conference October 11-13, 2006, held at the Atlantis Casino Resort and Spa Hotel, Reno, Nevada – Ms. Nelson shared that there will be a travel meeting on October 9<sup>th</sup>, 1:30 p.m., Oak Room, for those who are going. The keynote speaker (for the Opening General Session) will be Mr. Kent Radar.
  
- PC/PAC Annual End of Year Parent Appreciation, Saturday, October 21, 2006 from 6:00-9:00 p.m., at the Hilton Hotel – Sacramento Arden West, located at 2200 Harvard Street (see attachment). Flyer with menu attached. A sign-up sheet was distributed. Two guests are allowed. Guest dinner fees are due Friday, September 22<sup>nd</sup>, 4:00 p.m. No exceptions.
  
- Average Daily Attendance (ADA) Report – Ms. Elsie Bowers – Report attached. Call Ms. Bowers at 263-3920 if there are any questions.

- Monthly Special Education Report – Ms. Beverly Sanford explained the Special Education Report and Early Intervention Report attached. Both are end of year reports for children enrolled in Head Start and Early Head Start programs. Head Start Special Education staff fluent in Spanish will be participating in an event called Fiesta Educativa, an all Spanish conference for families with children with disabilities, Saturday, September 23<sup>rd</sup>. There will be freebies and Head Start/Early Head Start program recruitment. Ms. Sanford shared a resource for children and adults with speech and or learning disabilities: [www.do2learn.com](http://www.do2learn.com) (handouts provided). Contact Ms. Sanford at 263-3056 with any questions.
  - Program Content Area/Disabilities Services Report (February, April, June, August, October) – Ms. Beverly Sanford – previously given.
  - Program Content Area/Mental Health Report (February, April, June, August, October) – Ms. Melanie Nicolas – No report.
  - California Head Start Association (CHSA) Report – No report.
  - Fiscal Report (February, May, August, November) – Mr. Kim Peck – No report.
  - Community Resources/Recognitions – Parent Advisory Committee Representative/ Staff – None.
  - Parent/Staff Recognitions – None.
  - Grandparent/Foster Parent Report – Mr. Donald Clark reported that he attended the (Grandparent) Conference at American River College. He found out the difference between Kin Care and Foster Care. There still needs to be more dialogue on what Kin Care is about. He will request a dialogue at the (Grandparent) support group meeting.
  - Child Care Center Food Menu - attached.
- B. Annual Self-Assessment Update – Ms. Buffie Engstrom postponed this update until the next PAC meeting.
- C. Governing Board Meeting Minutes – The minutes will be available in October’s PAC agenda.

**V. Committee Reports**

- Executive Committee
  - Critique of the Parent Advisory Committee, August 8, 2006, was read by Mr. Manuel Ruiz (Alternate for Kathy Ruiz).
- Personnel/Bylaws Committee – No meetings.
- Budget/Planning Committee – No meetings.
- Social/Hospitality/Fundraising – No meetings.
- Program Area Committee Reports:
  - Early Childhood Development and Health Services Committee – The next meeting is September 14<sup>th</sup>, 1:30 p.m.

- Family and Community Partnerships/Training Committee – The next meeting is September 19<sup>th</sup>, 9:30 a.m.
  - Monitoring/Evaluation Committee (Self-Assessment) – Committee of the Whole
- Community Advocating Male Participation (C.A.M.P.) – Mr. Roy Shier shared that C.A.M.P. is requesting very strongly that parents RSVP so an adequate amount of food may be purchased (it is open to the public as well). There will be a CAMP meeting at SETA tomorrow from 2-3:30 p.m.
  - Food Services Committee – No meetings.
  - Early Head Start Committee – All meetings for the rest of the year have been cancelled.
  - Community Partnerships Advisory Committee (CPAC) – Ms. Zebadeisha Grooms (Representative) – The next meeting is Thursday, September 21<sup>st</sup>, 11:30 a.m., Shasta Room.
  - Health Services Advisory Committee (HSAC) – Ms. Dionne Wilson (Representative) – The next meeting is (Wednesday) November 1<sup>st</sup>, 5:30 p.m., Sequoia Room.
  - Social/Hospitality/Fundraising Committee (continued) – Ms. Nelson shared that the Committee went to the Hilton Hotel and viewed the room reserved for the End of Year Appreciation, as well as picked out the table cloths, chair covers and centerpieces. (The colors are amber and silver.) Ms. Stackhouse shared that the Committee selected coffee-colored table clothes and napkins; the chairs will be covered with black covers and silver bows; and each table's centerpiece will be a silver plate with three candles.

## VI. Other Reports

- Chair's Report – Ms. Nelson asked how the centers will handle the Dollar Per Child Campaign from CHSA – whether the centers would collect monies directly, or if collections would be received at William Land Park this year. Ms. Engstrom shared that there had been discussion about *Two Dollars Per Child*, but that she is not involved. Staff cannot collect (monies) directly; monies have to be collected by volunteers. Ms. Nelson will see if parents want to volunteer to man a booth at the park. Ms. Engstrom will attend the next PAC Executive Committee meeting and discuss with the Committee having a parent booth. Ms. Mary Bishop, past PAC Representative, sent a card to tell everyone hello and that she had her baby (boy).
- Policy Council Report(s) – Ms. Sherry Gangloff, Ms. Zebadeisha Grooms, Ms. Kenesha Gray, Ms. Paula Stackhouse, Mr. Donald Clark and Ms. Ana Melara – Ms. Stackhouse shared the Policy Council elected two Representatives and two Alternates to attend the Region IX Head Start Association Professional Development Conference in Nevada. (Ms. Kenesha Gray and Ms. Kim Creed were elected Representatives.)
- Head Start Deputy Director's Report - Ms. Robin Purdy, Interim Head Start Deputy Director – No report.
- Manager - Administration, Staff Development and Parent Services Report - Ms. Buffie Engstrom shared that hiring interviews concluded this month for the new

Deputy Director (Head Start, Children and Family Services). A name will be given to the PC in September for approval. The federal government is asking for more and more enrollment and attendance reports. These requests are made nation wide, not just to SETA (Head Start). The Head Start Bureau was raised one level and is now called the Office of Head Start. It has regional offices all around the U.S. that are in charge of a certain number of states. Regional offices have to report back each month to the Office of Head Start in Washington, DC the enrollment and attendance for the prior month. SETA (Head Start) is now required to send this report every month. SETA (Head Start) must now make sure that it follows the attendance tracking, it does intervention to assist the family in helping the child attend, or it replaces that child with one on the waiting list so that there are always children benefiting from SETA (Head Start) services. SETA has to be sure to have full enrollment year-round. Once a year SETA (Head Start) also sends the Program Information Report (PIR) physicals, mental health services, dental services, etc., electronically. SETA (Head Start) will provide a report to the PAC. Head Start's enrollment county-wide is 5,389; Early Head Start's enrollment county-wide is 457. If 85 percent attendance is not met at all centers at all times, a plan of action to increase attendance must be developed.

- Manager - Program Support Services Report - Ms. Brenda Campos-Peck – No report.
- Manager, Child Development and Education Services Report - Ms. Denise Lee – No report.
- Manager - EHS, Special Projects and Community Partnerships Report – Vacant.

**XI. Center Updates**

None.

**XII. Discussion**

Ms. Creed inquired about becoming Past Parent Representative. Ms. Desha shared that October's PAC agenda will have an item for the election of Past Parent Representatives/ Alternates. Applications will be reviewed and elections will be made.

Ms. Coral Humphrey's son started kindergarten July 10<sup>th</sup>. The teachers of her child and Kim Creed's child shared that they could tell both children had been in a Head Start program because of their good behavior, and knowledge of their ABC's, colors, etc. Both children are way above the other children in their classes. It is a good reflection on the (Head Start) program that the children who go through Head Start do so well. Ms. Humphrey and Ms. Creed agreed to share their comments on video with Mr. Francisco Navarro, as requested by Ms. Engstrom.

**XIII. Public Participation**

None.

**XIV. Adjournment**

6:59 p.m.

**ITEM III-A – ACTION ITEM**

**REVIEW OF APPLICATIONS AND ELECTION OF  
PAST PARENT REPRESENTATIVES AND ALTERNATES**

**BACKGROUND:**

This agenda item provides an opportunity for Parent Advisory Committee Past Parent Applications to be reviewed and candidates elected for Program Year 2006-2007.

**RECOMMENDATION:**

That the Parent Advisory Committee elects two (2) Past Parent Representatives and two (2) Alternates.

**NOTES:**

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**ACTION:** Moved \_\_\_\_\_ Seconded \_\_\_\_\_

**VOTE:** Aye \_\_\_\_\_ Nay \_\_\_\_\_ Abstain \_\_\_\_\_

**ITEM III-B – ACTION ITEM**

**REVIEW OF APPLICATIONS AND ELECTION OF  
GRANDPARENT REPRESENTATIVES AND ALTERNATES**

**BACKGROUND:**

This agenda item provides an opportunity for Parent Advisory Committee Grandparent Applications to be reviewed and candidates elected for Program Year 2006-2007.

**RECOMMENDATION:**

That the Parent Advisory Committee elects two (2) Grandparent Representatives and two (2) Alternates.

**NOTES:**

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**ACTION:** Moved \_\_\_\_\_ Seconded \_\_\_\_\_

**VOTE:** Aye \_\_\_\_\_ Nay \_\_\_\_\_ Abstain \_\_\_\_\_

**ITEM III-C – ACTION ITEM**

**REVIEW OF APPLICATIONS AND ELECTION OF  
FOSTER PARENT REPRESENTATIVES AND ALTERNATES**

**BACKGROUND:**

This agenda item provides an opportunity for Parent Advisory Committee Foster Parent Applications to be reviewed and candidates elected for Program Year 2006-2007.

**RECOMMENDATION:**

That the Parent Advisory Committee elects two (2) Foster Parent Representatives and two (2) Alternates.

**NOTES:**

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**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:

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
- PC/PAC Parent Activity Event Reports – Family History Center, Saturday, September 16, 2006
- Head Start Family Day Event Reports – William Land Park, Friday, October 6, 2006
- PC/PAC Annual End of Year Parent Appreciation Event Reports – Hilton Hotel - Sacramento Arden West, Saturday, October 21, 2006, 6:00-9:00 p.m. (see attachment)
- 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
- Child Care Center Food Menu (Attached)

**NOTES:**

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**ITEM IV-B – INFORMATION**

**SETA OPERATED HEAD START ANNUAL SELF-ASSESSMENT UPDATE**

**BACKGROUND:**

This agenda item provides an opportunity for Ms. Buffie Engstrom, Manager, Administration, Staff Development and Parent Services, to provide an update to the Parent Advisory Committee on the SETA Operated Head Start Annual Self-Assessment for Program Year 2005-2006.

**NOTES:**

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**ITEM IV-C – INFORMATION**

**PROTECTION AND ADVOCACY, INC., (PAI) PRESENTATION**

**BACKGROUND:**

This agenda item provides an opportunity for Mr. Terry Lindsay, Protection and Advocacy, Inc. (PAI) Advocate, to share with the Parent Advisory Committee information on advocacy for children with special needs in Sacramento County.

**NOTES:**

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**ITEM IV-D – INFORMATION**

**GOVERNING BOARD MEETING MINUTES**

**BACKGROUND:**

This agenda item provides an opportunity for the Parent Advisory Committee to review the Governing Board meeting minutes.

**NOTES:**

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## 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, September 12, 2006
- 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. 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)

### NOTES:

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**PAC EXECUTIVE COMMITTEE CRITIQUE  
OF THE SEPTEMBER 12, 2006 MEETING**

<b>GOOD</b>	<b>NEEDS IMPROVEMENT</b>
1. Attendance	1. Punctuality
2. Extremely timely meeting	2. Representatives being recognized by the Chair before leaving their seats
3. Guidance by Ms. Marie Desha	3. Cell phones off – not on vibrate

**NOTES:**

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**ITEM VI – OTHER REPORTS**

**BACKGROUND:**

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

- Chair’s Report – Ms. Denise Nelson
- Policy Council Report(s) – Ms. Sherry Gangloff, Ms. Zebadeisha Grooms, Ms. Kenesha Gray, Ms. Paula Stackhouse and Mr. Donald Clark
- Head Start Deputy Director's Report – Ms. Robin Purdy, Interim Head Start Deputy 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:**

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**ITEM VII – CENTER UPDATES**

**BACKGROUND:**

This agenda item provides an opportunity for SETA Operated Head Start (SOP) center Representatives to give an update on their activities.

**NOTES:**

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**ITEM VIII – DISCUSSION**

**BACKGROUND:**

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

**NOTES:**

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**ITEM IX – PUBLIC PARTICIPATION**

**BACKGROUND:**

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

**NOTES:**

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