

Thought for the Day: "Whatever one possesses becomes of double value when we have the opportunity to share it with others."

Author: Bouilly

GOVERNING BOARD

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City of Sacramento

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

Date: Tuesday, September 12, 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.

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 August 8, 2006
- 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
- 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
 - "Second Time Around" Grandparents Conference Reports, Event Saturday, September 9, 2006, American River College
 - 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 (see attached flyer)

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

- Head Start Family Day, Friday, October 6, 2006, William Land Park, from 10:00 a.m. to 1:30 p.m. (see attached flyer)
- Region IX Head Start Association Professional Development Conference October 11-13, 2006, held at the Atlantis Casino Resort and Spa Hotel, Reno, Nevada
- 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)
- 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. Annual Self-Assessment Update

C. Governing Board Meeting Minutes

V. Committee Reports

- Executive Committee
 - Critique of the Parent Advisory Committee, August 8, 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 Director's Report - Ms. Robin Purdy, serving as 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: Thursday, September 7, 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
- ___ **Vacant**, Dos Rios Head Start
- ___ Wendy Goins, Early Head Start /Home Base
- ___ **Vacant**, 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
- ___ Themaris West, Kennedy Estates Head Start
- ___ **Vacant**, 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
- ___ **Vacant**, Strizek Park Head Start
- ___ Paula Stackhouse, Vineland Head Start
- ___ **Vacant**, Walnut Grove Head Start
- ___ Veronica Rodriguez, 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:

- ___ Laura Angel, Florin Meadows 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	E	U		
Zebadeisha Grooms Seated 11/05	BLC	X	X	U	X	X	X	X	X	X	X		
Vacant	COP												
Alysian Gray S/B Seated 06/06	CW								U	X	X		
Nysheka Robinson Seated 12/05	CR		X	X	U	X	X	X	X	X	X		
Vacant	CSUS												
Crystal Tapa Seated 11/05	DR	X	X	X	X	U	X	X	X	U	E		
Wendy Goins Seated 05/06	EHS/HB							X	X	X	U		
Kathy Ruiz Seated 03/06	F					X	X	X	X	X	X		
Laura Angel S/B Seated 08/06	FM										E		
Kenisha Gray Seated 11/05	FP	X	X	U	X	X	X	X	X	X	X		
Dionne Wilson Seated 11/05	FT	X	X	X	X	X	X	X	U	X	X		
Vickie Snoe Seated 03/06	G					X	X	E	X	X	U		
Vacant	GH												
Vacant	GL												
Brenda Huerta Seated 11/05	GSC	X	X	X	X	X	X	X	U	X	E		
Rebekah Boone S/B Seated 03/06	H					U	X	X	X	X	U		
Vacant	HB												
Vacant	HB												
Vacant	IC												
Vacant	JC												
Themaris West Seated 06/06	K								X	X	U		
Stephanie Turner Seated 05/06	LAR							X	X	U	U		
Vacant	LVS												
Ana Melara Seated 11/05	MCBB	X	E	X	X	X	X	X	U	X	X		
Sherry Gangloff Seated 11/05	M	X	X	X	X	X	X	X	X	X	X		
Carmen Huerta Seated 04/06	NC						X	X	E	X	U		
Vacant	NH1												
Vacant	NH2												
Rosalie Cornett Seated 11/05	NV	X	X	X	X	X	X	X	X	U	X		
Merlinda Chino S/B Seated 07/06	N									U	U		
Vacant	PA												
Vacant	PP												
Sandra Reyes Seated 06/06	SN								X	X	E		
Elissa Hill Seated 06/06	SP								X	X	X		
Kim Creed Seated 11/05	SVE	X	X	X	X	X	X	E	X	X	X		
Paula Stackhouse Seated 02/06	V				X	X	X	X	X	X	X		
Vacant	WG												
Veronica Rodriguez Reseated 01/06	WP			X	X	X	X	E	X	X	E		
Vacant	FPR												
Vacant	FPR												
Donald Clark Reseated 03/06	GPR					X	X	X	X	X	X		
Vacant	GPR												
Roy Shier Seated 05/06	MIR							X	X	X	X		
Denise Nelson Seated 11/05	OGC	X	X	X	X	X	X	X	X	X	E		
Vacant	PPR												
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
AUGUST 8, 2006

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review and approve the minutes of August 8, 2006.

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

SPECIAL MEETING OF THE HEAD START PARENT ADVISORY COMMITTEE

MINUTES/SYNOPSIS

SETA Boardroom
925 Del Paso Blvd.
Sacramento, CA 95815

August 8, 2006
6:00 p.m.

I. Welcome

A. Call to Order/Roll Call

The meeting was called to order at 6:07 p.m. The Thought for the Day was read by Ms. Zebadesisha Grooms. Ms. Sherry Gangloff, Vice Chair, chaired the meeting in the absence of Ms. Denise Nelson, Chair. A quorum was confirmed. Ms. Gangloff went off the agenda to call Ms. Therese Gruszka.

IV. Information Items (out of order)

B. Child Action, Inc. Presentation

Ms. Therese Gruszka, Child Care Inclusion Specialist, Child Action, Inc., provides enhanced child care referral services for children with special needs. Handout materials were provided from Child Action and various community organizations. Ms. Gruszka explained how Child Action provides counseling, resource and child care referrals, child care subsidies, technical assistance, program development, parenting education and community planning services. Child Action has a listing of over 3,000 licensed child care homes. For more handout materials or for information, call 369-0191, e-mail info@childaction.org or visit www.childaction.org.

I. Welcome (continued)

A. Call to Order/Roll Call

Members Present:

Zebadeisha Grooms
Alysian Gray
Nysheka Robinson
Kathy Ruiz
Kenesha Gray
Dionne Wilson
Ana Melara
Sherry Gangloff
Rosalie Cornett
Kim Creed
Elissa Hill
Paula Stackhouse
Donald Clark
Roy Shier

New Representatives Absent:

Merlinda Chino, Norwood Head Start; Laura Angel, Florin Meadows Head Start.

Members Absent:

Coral Humphrey (U)
Crystal Tapa (E)
Wendy Goins (U)
Vickie Snoe (U)
Brenda Huerta (E)
Themaris West (U)
Stephanie Turner (U)
Carmen Huerta (U)
Sandra Reyes (E)
Lynda Paulsen (Resigned)
Veronica Rodriguez (U)
Denise Nelson (E)

B. The PAC Meeting Attendance Update – attached for review.

II. Consent Items

A. Approval of Minutes for PAC Meeting of June 13 and July 11, 2006– Background given

by Ms. Kathy Ruiz. Motion by Ms. Paula Stackhouse to approve the minutes by show of hands vote. Seconded by Ms. Kim Creed. Ayes, 12. Nays, 0. Abstentions, 2 (Ms. Gangloff and Ms. Ruiz). The minutes were approved.

III. Action Items

A. Timed Item 6:00 p.m. and Public Hearing: First Reading of the Modifications to the Bylaws of the SETA Operated Head Start/Early Head Start Parent Advisory Committee

Background read by Ms. Gangloff. Recommendation read by Ms. Grooms. Motion by Ms. Grooms to vote by show of hands to open a public hearing, hear any additional testimony and continue this item to the next Parent Advisory Committee meeting where the action of the Committee will be to close the public hearing and approve the amendments. Seconded by Ms. Stackhouse. Ayes, 2. Nays, 0. Abstentions, 2 (Ms. Gangloff and Ms. Ruiz).

Discussion: Ms. Gangloff identified each modification (additions identified by *italics*, deletions by ~~strikethrough~~):

- 1.) Page 5, Section 6: Attendance, "...the Alternate *and* the Social Services..."
- 2.) Page 5, Section 6-A, Absences: "...prior to the meeting: *the Alternate, if the Alternate is known, and* the SS/PI..."
- 3.) Page 11, Duties of Officers, Section 3-A: "...for the PAC. *The Chair shall have the power to appoint, both in and out of the PAC, any additional positions as needed with ratification of the PAC. The Chair...*"
- 4.) Page 11, Section 3-B: "...simultaneously, ~~a meeting will be held within fourteen (14) calendar days~~ *an election will be held at the next regularly scheduled meeting to replace...*"
- 5.) Page 11, Section 4, Vacancy: "...is replaced *at the next regularly scheduled meeting by a special election to be held within fourteen (14) calendar days.* The appointment..."
- 6.) Page 12, second paragraph, "Any member (~~or alternate~~) missing..."

Mr. Donald Clark commented that the Bylaws act as a guide or code of how many committees each member could sit on; currently the restriction is up to three or four (committees). He would like this restriction to be considered. Ms. Desha stated that the (Head Start) Budget may restrict having more than three committees for the PC and PAC. She can check and inform Mr. Clark. Ms. Engstrom shared that the budget is probably following the idea of three committees per parent. There is a goal for equal representation, rather than a small group of parents being on every committee. Parents put this restriction in place. No parent is restricted from attending each meeting; however, there is a limit on the number of meetings that parents may be reimbursed for attending.

B. Selection of Representatives and Alternates to Attend the Region IX Head Start Association Annual Training Conference - (Atlantis Casino Resort and Spa Hotel, Reno, Nevada, October 11-13, 2006)

Background read by Ms. Kim Creed. Recommendation read by Ms. Gangloff. Motion by Ms. Grooms, seconded by Ms. Nysheka Robinson, to approve the selection of two Representatives and two Alternates to attend the Conference by show of hands vote. Ayes, 12. Nays, 0. Abstentions, 2 (Ms. Gangloff and Ms. Ruiz).

Discussion: The Chair asked Representatives who had attended out-of-state conferences during his or her term to identify themselves. (Preference would be given to those who had not previously attended.) Ms. Desha shared that the Agency is responsible for the transportation by Greyhound Bus, hotel lodging, meals, and reimbursement for child care expenses. This is a great opportunity to learn about professional development. Attendees will be required to write a report (editing and/or typing assistance is available) and to share the information with the PAC and with their centers. There will be a travel meeting on October 9th to go over the logistics. Arrangements for childcare must be made prior to the

Conference. Attendees must inform Ms. Desha right away if there is a problem with childcare so an Alternate can be called. Ms. Engstrom shared that there is no out-of-pocket expense. All expenses are paid for in advance by SETA, except for childcare, which is reimbursed three to five days after the Conference receipts and travel claim forms are turned in.

Nominees: Kim Creed, Kathy Ruiz, Sherry Gangloff (declined), Dionne Wilson, and Kenesha Gray. The nominees shared why would like to go to the Conference.

Vote results: Ms. Creed - 3; Ms. Ruiz - 3; Ms. Wilson - 3; Ms. Gray - 4.

Tie-breaker vote results: Ms. Creed - 6; Ms. Wilson - 4; Ms. Ruiz - 3.

Ms. Gray and Ms. Creed were elected Representatives.

Ms. Wilson was elected 1st Alternate, Ms. Ruiz was elected 2nd Alternate.

III. 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 shared on the event flyers that were distributed (all events are free): Hot August Night Transition Event, Sunday, August 20th, 6:00- 9:00 p.m., Cosumnes River College; Family Day in the Park, Friday, October 6th, 10:00 a.m.-1:30 p.m. (Everyone is asked to utilize the transportation from St. Paul's Baptist Church to William Land Park due to limited parking); A grandparent event, "Second Time Around," American River College, 8:30 a.m. to 2:30 p.m., sponsored by SETA/Head Start, AARP, ARC, Area 4 Agency on Aging and UC Workgroup: Aging Californians in Rural and Urban Settings. Child care is available for the first 40 to RSVP. A map will be included with the next flyer. SETA will try to do enrollments at all the events. Representatives were asked to assist with the recruitment of new enrollees into the Head Start program.
- PC/PAC Annual End of Year Parent Appreciation, Saturday, October 21, 2006, 6:00-9:00 p.m., Hilton Hotel, Sacramento Arden West, 2200 Harvard Street – Ms. Gray shared on the event menu. Ms. Gray shared that at the last Social/ Hospitality/ Fundraising Committee meeting the certificate wording was decided. Ms. Ruiz shared that members approved a keynote speaker, a list of PC, PAC, and staff recipients of certificates, awards and certificate paper, and the theme – "A Time For Remembering."
- PC/PAC Parent Activity – Family History Center, 2745 Eastern Avenue, Sacramento, CA, Saturday, September 16, 2006, 9:00 a.m.-12 noon (see attached flyer) – Ms. Gray shared that there was a sign-up sheet available at the meeting. Information provided in agenda. Ms. Ruiz shared on Social Hospitality/Fundraising Committee meeting. Members formed two committees for the End of Year Appreciation: a decorating committee and a certificate committee.
- Average Daily Attendance (ADA) Report – Ms. Elsie Bowers – No report.
- Monthly Special Education Report – Ms. Beverly Sanford will provide a final 2005-2006 Program Year report next month. Ms. Sanford distributed informational flyers provided by WarmLine Family Resource Center: Special Kids Family Picnic, (provided in Spanish and English), Saturday, September 9th, 11:00 a.m.-2:30 p.m., Fairytale Town in William Land Park (fax or call in your registration); Buddy Walk and Roll, Saturday, October 28, 2006, Village Green, William Land Park; Brain Gym, Thursday, October 5, 2006, Doubletree Hotel, 2001 Point West Way. For questions, or if there are other community events to share, call Ms. Sanford at 263-3056.
- Program Content Area/Disabilities Services Report (February, April, June, August, October) – Ms. Beverly Sanford – No report.

- 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 explained the fiscal reports provided in the agenda. All monies not spent at the end of the year are returned to ACF. The most that had to be sent back was \$1.2 million based on under enrollment. Ms. Denise Lee explained that most of the negative figures on the center budget reports are usually from petty cash. Teachers use petty cash on the classroom or for activities. Sometimes the balance is not always posted before the next receipt is turned in. Mr. Donald Clark asked if there are any reimbursements owed to Meadowview Community Action Agency (MCA). Mr. Peck answered that there are issues (including assets and the lapse in insurance) still being resolved to make sure MCA's final payment allows for balanced books.
 - Community Resources/Recognitions – Parent Advisory Committee Representative/ Staff – None.
 - Parent/Staff Recognitions – None.
 - Grandparent/Foster Parent Report – Mr. Donald Clark – No report. Mr. Clark shared that he would like to have Kin Care as a topic at the next Grandparent/Foster Parent meeting. Ms. Bentz shared that the decisions for future topics are made at the Grandparent/Foster Parent Support Group meetings. She asked Mr. Clark to write out his request and forward it to Ms. Alma Walton, who could possibly share it with Group members at their next meeting.
 - Child Care Center Food Menu (attached).
- B. Child Action, Inc. Presentation – Previously presented.
- C. Annual Self-Assessment Update – Tabled.
- D. Governing Board Meeting Minutes – Attached.

V. **Committee Reports**

- Family and Community Partnerships/Training Committee – Ms. Grooms shared that the last meeting was very short. Ms. Belinda Malone staffed the meeting. They went over the upcoming events. The next meeting will be August 15th, 9:30, Oak Room.
- Personnel/Bylaws Committee – Ms. Ruiz shared that the Committee discussed, modified and approved the wording to the PAC and PC Bylaws. PAC Bylaws modifications are included in the agenda. There will be no more meetings.
- Community Advocating Male Participation (C.A.M.P.) – Mr. Roy Shier shared that Sunday, July 30th, was the Daddy and Me at the Discovery Museum event. 60 Head Start parents and family members attended. Free admission and food was provided. The next event will be Hot August Nights, August 20th, 6:00 to 9:00 p.m., Cosumnes River College. Free dinner and movie will be provided. There will be a Daddy and Me literacy activity at Fairytale Town, September 24th (tentatively). Free lunch and admission will be provided.
- Budget/Planning Committee – No more meetings.
- Social/Hospitality/Fundraising – No more meetings.
- Program Area Committee Reports:
 - Early Childhood Development and Health Services Committee – The next meeting will be August 10th, 1:30 p.m., Oak Room.
 - Monitoring/Evaluation Committee (Self-Assessment) – Committee of the Whole.
- Food Services Committee – No more meetings.
- Early Head Start Committee – The next meeting will be August 17th, 10:00 a.m., Oak room.
- Community Partnerships Advisory Committee (CPAC) – Ms. Zebadeisha Grooms (Representative) – The next meeting will be September 21st, 11:30 a.m., Shasta Room.
- Health Services Advisory Committee (HSAC) – Ms. Dionne Wilson (Representative) – The next meeting will be November 1st, 5:30 p.m., Sequoia Room.
- Executive Committee
 - Critique of the Parent Advisory Committee, July 11, 2006, was read by Ms. Dionne Wilson.

VI. Other Reports

- Chair's Report – Ms. Denise Nelson – No report. Ms. Nelson is recovering from surgery.
- 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 reported that at the meeting they discussed the Region IX Head Start Annual Training Conference. Two Representatives and two Alternates were selected to go to the Conference.
- 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 the Office of the Inspector General and the Administration for Children and Families Head Start office have asked for enrollment reports from SETA, which were completed and sent to them. A further explanation on tracks is required, which SETA will complete today and send off sometime tomorrow. Enrollment is a significant focus of theirs. All SETA centers and Delegate agencies were asked to provide SETA with Day 1 enrollment numbers on Day 2, because SETA will be required to provide this information.
- Manager - Program Support Services Report - Ms. Brenda Campos-Peck encouraged parents to spread the word for families that they know that might benefit from Head Start and have them put their names on the waiting lists. Parents are SETA's best advocates to assist with enrollment. SETA is waiting for licensing and the playground structure for its Phoenix Park center. Everything else is in place. SETA has partnered with Mercy Housing on the Grizzly Hollow center in Galt. SETA is waiting for Mercy Housing's signature on the lease so recruitment can begin. Many centers are getting new flooring, painting, and playground pieces. SETA's main focus now is full enrollment.
- Manager, Child Development and Education Services Report - Ms. Denise Lee – SETA will start a Home Base model to begin enrolling families now, pending Grizzly Hollow's and Phoenix Park's licensing. SETA is hiring new staff each day. Parents may begin to see new site supervisors at some centers. In September SETA will launch a therapeutic preschool classroom for children who are not making it in mainstream classrooms due to severe behavioral challenges. The first classroom will consist of 10 children and will be located at the Crossroads Center. The goal is to work on them and their social skills in the therapeutic classroom, and then mainstream them back into regular centers. River Oaks is partnering with SETA on this project. Call Ms. Lee if you know of any child who could benefit from this program.
- Manager - EHS, Special Projects and Community Partnerships Report - Vacant

XI. Center Updates

Ms. Kim Creed shared that today was her daughter's last day at preschool. She received a backpack and will be going to kindergarten tomorrow. Ms. Creed thanked SETA for its awesome program; her daughter learned a lot. She will attend her graduation on August 11th, from 10:00 a.m. to 12:00 p.m.

XII. Discussion

Ms. Desha shared that she is currently recruiting for the PAC positions of Grandparent, Foster Parent and Past Parent for Program Year 2006-2007. Recruitment letters and applications will be going out and she will need assistance with this project. Please see Ms. Lori Black after the meeting if you would like to assist with labeling the envelopes.

XIII. **Public Participation** – None.

X. **Adjournment** – 7:50 p.m.

ITEM III-A – ACTION ITEM

TIMED ITEM 6:00 P.M. AND PUBLIC HEARING:
Final and Second Reading of the Modification to the Bylaws of the
SETA Operated Head Start/Early Head Start Parent Advisory Committee

BACKGROUND:

The Personnel/Bylaws Committee 2006-2007 met six (6) times to review and recommend revisions to the Bylaws the SETA Operated Head Start/Early Head Start Parent Advisory Committee. Additions are indicated by *italic* type and deletions are indicated by ~~strikethrough~~.

A public hearing was opened on August 8, 2006 to hear public testimony.

RECOMMENDATION:

Close the public hearing and approve the amendments to the PAC Bylaws as attached.

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

- 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
- “Second Time Around” Grandparents Conference Reports, Event Saturday, September 9, 2006, American River College
- 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 (see attached flyer)
- Head Start Family Day, Friday, October 6, 2006, William Land Park, from 10:00 a.m. to 1:30 p.m. (see attached flyer)
- Region IX Head Start Association Professional Development Conference October 11-13, 2006, held at the Atlantis Casino Resort and Spa Hotel, Reno, Nevada
- 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)
- 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:

ITEM IV-B – INFORMATION

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 Annual Self-Assessment for Program Year 2005-2006.

NOTES:

ITEM IV-C – INFORMATION

GOVERNING BOARD MEETING MINUTES

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review the Governing Board meeting minutes. The Governing Board minutes will be available in the October, 2006 PAC 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, August 8, 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:

PAC EXECUTIVE COMMITTEE CRITIQUE
OF THE AUGUST 9, 2006 MEETING

GOOD	NEEDS IMPROVEMENT
1. Ms. Sherry Gangloff did a good job charing the meeting in the absence of the Chair, Denise Nelson	1. Attendance
2. Timely meeting	2. Punctuality
3. Ms. Marie Desha – good job on information sharing and support	3. Representatives being recognized by the Chair before leaving their seats
4. Information shared by staff	4. Cell phones off
5. Child Action, Inc. presentation by Ms. Therese Gruszka	5.

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 Director's Report – Ms. Robin Purdy, serving as 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:

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:
