

Thought for the Day: "Make it your goal to learn something new everyday and you will journey to new worlds filled with new possibilities"

Author: Esteemed Human Development International

## **GOVERNING BOARD**

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## **HEAD START/EARLY HEAD START PARENT ADVISORY COMMITTEE**

**Date:** Tuesday, February 13, 2007

**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](http://www.headstart.seta.net)

KATHY KOSSICK  
Executive Director

MAUREEN DERMOTT  
Deputy Director

## **AGENDA**

### **I. Welcome**

- A. Call to Order/Roll Call
- B. PAC Meeting Attendance Update

### **II. Consent Items**

- A. Approval of Minutes for PAC Meeting of January 9, 2007

### **III. Information Items**

#### A. Standing Information

- National Head Start Association Parent Conference Reports (Attached)
- California Head Start Association (CHSA) Parent Conference Reports
- Current Children and Family Services Department Organizational Chart (Attached)

- B. AB 1234 Ethics Training

### **IV. Committee Reports**

- Executive Committee
  - Critique of the Parent Advisory Committee, January 9, 2007

V. Discussion

VI. Public Participation

VII. Adjournment

Distribution Date: Wednesday, February 7, 2007

## ITEM I-A – ROLL CALL

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

- \_\_\_ Franquell Pharms, Auberry Park Head Start
- \_\_\_ Carolina Guerra, Bannon Creek Head Start
- \_\_\_ Shannon Montgomery, Broadway Early Learning Center
- \_\_\_ Robert Walton, Center of Praise Head Start
- \_\_\_ **Vacant**, Countrywood Head Start
- \_\_\_ Nysheka Robinson, Crossroads Garden Head Start
- \_\_\_ Dominic Garcia, CSUS Head Start
- \_\_\_ Salina Davey, Early Head Start /Home Base
- \_\_\_ Laura Angel, Florin Meadows Head Start
- \_\_\_ Kathy Ruiz, Franklin Head Start
- \_\_\_ **Vacant**, Freedom Park Head Start
- \_\_\_ Dionne Wilson, Fruitridge Head Start
- \_\_\_ Virginia Snoe, Galt Head Start
- \_\_\_ **Vacant**, Grace Lutheran Head Start
- \_\_\_ Esmeralda Garcia, Grant Skills Center
- \_\_\_ **Vacant**, Grizzly Hollows
- \_\_\_ Kellie Wilson, Hillsdale Head Start
- \_\_\_ Ashley Cleveland, Home Base
- \_\_\_ Tyrna Larkins, Home Base
- \_\_\_ **Vacant**, Hopkins Park Head Start
- \_\_\_ **Vacant**, Illa Collin Head Start
- \_\_\_ **Vacant**, Job Corps Head Start
- \_\_\_ Mary Alston, Kennedy Estates Head Start
- \_\_\_ Maria Rangel, La Riviera Head Start
- \_\_\_ **Vacant**, LaVerne Stewart Head Start
- \_\_\_ **Vacant**, Marie Cleveland's Bright Beginnings Head Start
- \_\_\_ Sherry Gangloff, Mather Head Start
- \_\_\_ Jose Guzman, Nedra Court Head Start
- \_\_\_ **Vacant**, New Helvetia 1 Head Start
- \_\_\_ **Vacant**, New Helvetia 2 Head Start
- \_\_\_ **Vacant**, Northview Head Start
- \_\_\_ Vanessa Valencia, Norwood Head Start
- \_\_\_ **Vacant**, Parker Avenue Head Start
- \_\_\_ **Vacant**, Phoenix Park Head Start
- \_\_\_ **Vacant**, Sharon Neese Early Learning Center
- \_\_\_ **Vacant**, Sierra View Head Start
- \_\_\_ **Vacant**, Solid Foundation Head Start
- \_\_\_ **Vacant**, Strizek Park Head Start
- \_\_\_ Templa Allen, Vineland Head Start
- \_\_\_ **Vacant**, Walnut Grove Head Start
- \_\_\_ Samantha Vang, Whispering Pines Head Start
- \_\_\_ **Vacant**, Foster Parent Representative
- \_\_\_ **Vacant**, Foster Parent Representative
- \_\_\_ Donald Clark, Grandparent Representative
- \_\_\_ **Vacant**, Grandparent Representative
- \_\_\_ Roy Shier, Male Involvement Representative
- \_\_\_ Coral Humphrey, Past Parent/Community Representative
- \_\_\_ Kim Creed, Past Parent/Community Representative

### **New Representatives to be seated:**

- \_\_\_ Sonya McLorin, Job Corps Head Start
- \_\_\_ Sandra Valencia, Nedra Head Start
- \_\_\_ Stephanie Vasquez, Phoenix Park Head Start
- \_\_\_ Amanda Pennington, Strizek Head Start
- \_\_\_ Blanca Maravilla, Walnut Grove Head Start

**ITEM I-B – PAC MEETING ATTENDANCE UPDATE**

The PAC was seated on November 14, 2006

**PARENT ADVISORY COMMITTEE - MEETING ATTENDANCE PROGRAM YEAR 2006-2007**

COMMITTEE MEMBER	CENTER	11/14	12/12	1/9	2/13	3/13	4/9	5/8	6/12	7/10	8/14	9/10	10/9
Franquell Pharms S/B Seated 11/06	AP	E	U	X									
Carolina Guerra Seated 11/06	BC	X	X	U									
Shannon Montgomery Seated 12/06	BLC		X	X									
Robert Walton Seated 11/06	COP	X	X	X									
<b>Vacant</b>	CW												
Nysheka Robinson Seated 12/05	CR	X	X	U									
Dominic Garcia Seated 11/06	CSUS	X	U	X									
Salina Davey Seated 11/06	EHS/HB	X	X	X									
Kathy Ruiz Seated 11/06	F	X	X	X									
Laura Angel Seated 09/06	FM	X	X	X									
<b>Vacant</b>	FP												
Dionne Wilson Seated 11/05	FT	X	X	U									
Virginia Snoe Seated 03/06	G	X	X	X									
<b>Vacant</b>	GH												
<b>Vacant</b>	GL												
Esmeralda Garcia Seated 11/06	GSC	X	X	X									
Kellie Wilson Seated 11/06	H	X	U	X									
Ashley Cleveland Seated 11/06	HB	X	U	U									
Tyrna Larkins Seated 11/06	HB	X	E	E									
<b>Vacant</b>	HP												
<b>Vacant</b>	IC												
<b>Vacant</b>	JC												
Mary Alston Seated 11/06	K	X	X	U									
Maria Rangel Seated 11/06	LAR	X	U	X									
<b>Vacant</b>	LVS												
<b>Vacant</b>	MCBB												
Sherry Gangloff Seated 11/05	M	X	E	X									
Jose Guzman Seated 11/06	NC	X	U	U									
<b>Vacant</b>	NH1												
<b>Vacant</b>	NH2												
<b>Vacant</b>	NV												
Vanessa Valencia Seated 11/06	N	X	X	E									
<b>Vacant</b>	PA												
Stephanie Vasquez S/B Seated 1/07	PP			U									
<b>Vacant</b>	SF												
<b>Vacant</b>	SN												
Jennifer Gonzales S/B Seated 11/06	SP	AP	U	U									
<b>Vacant</b>	SVE												
Templa Allen Seated 11/06	V	X	X	X									
Blanca Maravilla S/B Seated 12/06	WG		E	E									
Samantha Vang Seated 11/06	WP	X	E	E									
<b>Vacant</b>	FPR												
<b>Vacant</b>	FPR												
Donald Clark Reseated 03/06	GPR	X	X	E									
<b>Vacant</b>	GPR												
Roy Shier Seated 05/06	MIR	X	X	X									
<b>Vacant</b>	OGC												
Kim Creed Seated 11/06	PPR	X	X	U									
Coral Humphrey Seated 11/06	PPR	X	E	X									

**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, Mr. Donald Clark, 641-7933 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>SF:</b>	Solid Foundation
<b>GL:</b>	Grace Lutheran	<b>SN:</b>	Sharon Neese
<b>GSC:</b>	Grant Skills Center	<b>SP:</b>	Strizek Park
<b>H:</b>	Hillsdale	<b>SVE:</b>	Sierra Vista Elementary
<b>HB:</b>	Home Based	<b>V:</b>	Vineland
<b>HP:</b>	Hopkins Park	<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**  
**JANUARY 9, 2007**

**BACKGROUND:**

This agenda item provides an opportunity for the Parent Advisory Committee to review and approve the minutes of January 9, 2007.

**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

January 9, 2007  
6:00 p.m.

**I. Welcome**

- A. Call to Order/Roll Call – Vice Chair, Ms. Kathy Ruiz, chaired the meeting in the absence of the Chair, Mr. Donald Clark. The meeting was called to order at 6:13 p.m. The Thought for the Day was read by Mr. Roy Shier. Roll was called; quorum confirmed.

**Members Present:**

Shannon Montgomery  
Robert Walton (7:24 arrival)  
Dominic Garcia  
Salina Davey  
Laura Angel  
Kathy Ruiz  
Virginia Snoe  
Esmeralda Garcia  
Kellie Wilson  
Maria Rangel  
Sherry Gangloff  
Templa Allen  
Roy Shier  
Coral Humphrey

**Members Absent:**

Carolina Guerra (U)  
Nysheka Robinson (U)  
Dionne Wilson (U)  
Ashley Cleveland (U)  
Tyrna Larkins (E)  
Mary Alston (U)  
Jose Guzman (U)  
Vanessa Valencia (E)  
Samantha Vang (E)  
Donald Clark (E)  
Kim Creed (U)

**New Representatives Seated:**

Franquell Pharms, Auberry Park Head Start (6:30 arrival).

**New Representatives Absent:**

Stephanie Vasquez, Phoenix Park Head Start (U); Jennifer Gonzalez, Strizek Park Head Start (U); Blanca Maravilla, Walnut Grove Head Start (E).

- B. PAC Meeting Attendance Update was read by Ms. Ruiz.

**II. Consent Items**

- A. Approval of Minutes for PAC Meeting of December 12, 2006 – Motion by Mr. Shier to approve the minutes by show of hands vote. Seconded by Ms. Sherry Gangloff. Ayes, 11. Nays, 0. Abstentions, 2 (Ms. Ruiz and Ms. Templa Allen). No discussion; no corrections.

**III. Action Items**

- A. Selection of Parent Advisory Committee Members 2006-2007 – Motion by Ms. Gangloff to approve the selection of PAC Standing and Program Area Committee Members by show of hands vote. Seconded by Ms. Salina Davey. Ayes, 11. Nays, 0. Abstentions, 2 (Ms. Ruiz and Ms. Allen). Ms. Ruiz shared that Representatives are allowed to be on three committees each, including the Executive Committee. Committee meeting dates/times will be discussed and determined by parents and staff at the first meetings.

1. Personnel/Bylaws Committee (2 Representatives): Ms. Marie Desha shared information on the Committee. PAC Parliamentarian Templa Allen will automatically sit on this Committee. **Representatives selected: Kathy Ruiz and Virginia Snoe.**

2. Budget/Planning Committee (2 Representatives): Ms. Maureen Dermott shared information on the Committee. PAC Treasurer Salina Davey will automatically sit on this Committee. **Representatives selected: Sherry Gangloff and Esmeralda Garcia.** (Spanish translator can be provided.)

3. Social/Hospitality/Fundraising Committee (1 Representative): Ms. Desha shared information on the Committee. PAC Secretary Virginia Snoe, and Treasurer Salina Davey will automatically sit on this Committee. **Representative selected: Shannon Montgomery.**

4. Program Area Committees –

Child Development & Health Services Committee (3 Representatives): Mr. Nathanael Gale shared information on the Committee. **Representatives selected: Kellie Wilson, Sherry Gangloff and Templa Allen.**

Family & Community Partnerships/Training Committee - AKA Parent/Family Support Committee (3 Representatives): Ms. Belinda Malone shared information on the Committee. **Representative selected: Esmeralda Garcia, Sherry Gangloff and Kellie Wilson.**

5. Monitoring and Evaluation, AKA Self-Assessment Committee (Committee of the Whole): Ms. Yolanda Macias shared information on the Committee and asked for volunteers to participate on the Committee. **Representatives selected: Esmeralda Garcia and Kathy Ruiz.**

6. Food Services Committee (3 Representatives): Ms. Desha shared information on this Committee. **Representatives selected: Franquell Pharms, Dominic Garcia and Salina Davey.**

7. EHS Committee (3 Representatives): Mr. Gale and Ms. Desha shared information on this Committee. **Representatives selected: Kellie Wilson, Laura Angel, Maria Rangel.**

Motion by Ms. Wilson to approve by show of hands vote the selected members to sit on the Standing and Program Area Committees. Seconded by Ms. Gangloff. Ayes, 12. Nays, 0. Abstentions: 2 (Ms. Ruiz and Ms. Allen.)

B. Election of Representative and Alternate to the SETA Head Start/Early Head Start Community Partnerships Advisory Committee (CPAC) – Ms. Renita Ervin shared information on the Committee. Motion by Ms. Gangloff to select by show of hands vote one Representative and one Alternate to serve on the Committee. Seconded by Ms. Wilson. Ayes, 12. Nays, 0. Abstentions: 2 (Ms. Ruiz and Ms. Allen.)

**Vote results: Ms. Esmeralda Garcia was elected Representative with 6 votes. Ms. Salina Davey was elected Alternate with 4 votes.**



- C. Election of Representative and Alternate to the SETA Head Start/Early Head Start Health Services Advisory Committee (HSAC) - Ms. Renita Ervin shared information on the Committee. Motion by Ms. Gangloff to elect by show of hands vote one Representative and one Alternate to serve on the Committee. Seconded by Mr. Shier. Ayes, 12. Nays: 0. Abstentions: 2. (Ms. Ruiz and Ms. Allen.)

**Vote results:** Templa Allen, 7 votes; Franquell Pharms, 3 votes; Coral Humphrey, 2 votes. **Ms. Allen was elected Representative and Ms. Pharms was elected Alternate.**

#### IV. Information Items

##### A. Standing Information

- Introduction of New Staff – No new staff.
  
- Upcoming Meetings/Trainings/Conferences/Events
  - Ms. Alma Walton, Ms. Belinda Malone or Mr. Robert Silva, Social Services/Parent Involvement Specialists – Ms. Judy Weber reported for Ms. Julita Bentz on the Transition School Readiness Steering Committee. The Committee meets once a month. All those interested may be a part of it. Call Ms. Bentz (263-8124) or Ms. Weber (263-4060) to sign up. Ms. Alma Hawkins shared that the Head Start Computer Lab is not being used by parents as it should be. Self-paced/self-taught training on Microsoft Word, Excel, Access, Publisher, and Webpage Publishing is offered on Tuesdays and Wednesdays from 8:00 a.m. to 4:00 p.m., and a staff person is there to assist. Call Ms. Belinda Malone at 263-4078 for more information. Representatives should have received this month's FLIP book, "Ren, Ren, Ren, Do, Re, Me" at their parent meetings. This book is predominately Spanish, with a little English translation. There is a Clifford book for infants, and a wordless book for the other languages, so parents may "read" the pictures to their children. FLIP Logs were provided. Sacramento Libraries are seeking volunteers to assist with teaching people to read. (Flyers available.) For more information, Call Ms. Hawkins at 263-0540. Sometime in February a grandparent at Vineland Head Start will teach parents how to make candy. Details to follow.
  - PC/PAC and Delegate Agency Officer Training, Friday, January 12, 2007, 9:00 a.m.-12:00 p.m., Redwood Room. Registration from 8:30-9:00 a.m., Lunch served at 12 noon.
  - California Head Start Association (CHSA Annual Parent Conference, Hyatt Regency Hotel, Newport Beach, CA, January 29-30, 2007 (Monday – Tuesday).
  - California Head Start Association (CHSA Annual General Conference, Hyatt Regency Hotel, Newport Beach, CA, January 31-February 2, 2007 (Wednesday – Friday).
  
- National Head Start Association Parent Conference Reports – Extended to 01/19/07. An oral report was shared by Ms. Lynda De La Mora, staff. Written report also provided.
  
- Average Daily Attendance (ADA) Report – Ms. Elsie Bowers. Ms. Maureen Dermott explained how to read the ADA Report provided for the months of September and October, 2006. SETA's requirement is 100 percent enrollment. SETA looks into ways to improve on all centers falling below the standard of 85

percent, including during the holiday season. SETA's Track System offers year-round training for children and employment for staff.

- Monthly Special Education Report – Ms. Beverly Sanford asked parents to replace the Report attached to the agenda with the revised Report provided for the months of September through November, 2006. Ms. Sanford explained the Report. Ms. Sanford shared that SETA's requirement is that there must be at least 10 percent of the total number of enrollment opportunities made available to children with disabilities. This also applies to the Delegate Agencies.
  - Program Content Area/Disabilities Services Reports provided in the months of February, April, June, August and October – Ms. Beverly Sanford – No report.
  - Program Content Area/Mental Health Reports provided in the months of February, May, August and November – Ms. Melanie Nicolas – No report.
  - California Head Start Association (CHSA) Report – No report.
  - Fiscal Reports provided in the months of February, May, August and November – Mr. Kim Peck – No report.
  - Community Resources/Recognitions – Parent Advisory Committee Representative/Staff – None.
  - Parent/Staff Recognitions – The PAC recognized Mr. Ronald Jones, Head Start TC-III, who was the guest speaker at (Delegate Agency) San Juan Unified School District Head Start's Male Involvement meeting on November 30, 2006. He was mentioned in San Juan's *Ambassador Express Newsletter* as providing a "Superb presentation" on the dangers of mold. Copies of newsletters provided.
  - Grandparent Report – Mr. Donald Clark – No report.
  - Child Care Center Food Menu (Attached.)
- D. SETA Operated Head Start 2005-2006 Self-Assessment, Final Report – Mr. William Walker or Ms. Denise Lee – Tabled until next meeting.
- E. Governing Board Meeting Minutes of November 6, 2006 – Attached.

## V. **Committee Reports**

- Executive Committee
  - Critique of the Parent Advisory Committee, December 12, 2006 – Read by Ms. Snoe.
- Community Advocating Male Participation (C.A.M.P.) – Mr. Roy Shier reported that there were over 150 attendees at the Daddy and Me Fishing in the City event, December 16<sup>th</sup>, 9:00 a.m.-1:00 p.m., at William Land Park. Every family caught at least one fish; at least one family caught five. The next C.A.M.P. meeting (January 10<sup>th</sup>) has been re-scheduled for Friday, January 12<sup>th</sup>, 2-3:00 p.m., Head Start Elm Room with Mr. Robert Silva.

**VI. Other Reports**

- Chair's Report – Mr. Donald Clark – No report.
- Policy Council Report(s) – Ms. Sherry Gangloff, Ms. Tyrna Larkins, Ms. Templa Allen, Ms. Carolina Guerra, Ms. Kathy Ruiz and Ms. Kellie Wilson – Ms. Ruiz shared that at the last PC meeting there was a Program Governance overview, officers for the '06-'07 Program Year were elected, and Representatives and Alternates were selected to attend the CHSA Annual Parent Conference.
- Head Start Deputy Director's Report – Ms. Maureen Dermott emphasized the importance of parents being a part of the self-assessment process. There will be a self-assessment training on February 5<sup>th</sup>. Details to follow. Through the E-rate Program, SETA has an opportunity of being the recipient of a 90 percent discount on all telephone and DSL lines that go to its Head Start centers. SETA is hopeful in obtaining approval. Parts of the plan are technology solutions for children's learning in the classroom, parents obtaining their GED, and professional development opportunities for teaching staff, e.g., to assist teachers in receiving their BA degree via video streaming through CSUS or other trainings. Another possibility would be having the PAC and PC meetings telecasted to the centers. There will be a dedication ceremony for the past Head Start Director, Ms. Norma Johnson, January 26<sup>th</sup>, at Norwood Head Start. Exact time to be announced. Invitations will follow. Norwood will be renamed Norma Johnson Early Learning Center. SETA is in the process of hiring a public information officer who will make the public aware of Workforce Development and Head Start services and activities.
- Manager - Program Support Services Report - Ms. Brenda Campos-Peck – No report.
- Manager, Child Development and Education Services Report - Ms. Denise Lee – No report.
- Manager – Parent/Family Support – Mr. William Walker, Interim Manager – No report.

**VIII. Center Updates** – Ms. Allen, Vineland Head Start, shared that one of the parents at her center volunteered to make a school newsletter to update parents on what the children are doing, and to share recipes, poems, stories and information on the PAC meetings, etc. Ms. Allen will bring a sample newsletter next month for Representatives to take back to their centers to show when requesting volunteers.

**IX. Discussion** – None.

**X. Public Participation** – None.

**XI. Adjournment** – (All Representatives who did not attend the PC/PAC Orientation were asked to see Ms. Lori Black after the meeting to receive attachés, Parent Resource Manuals, and Performance Standards.) Meeting adjourned at 8:03 p.m.

**ITEM III-A – INFORMATION ITEM**

**STANDING INFORMATION**

**BACKGROUND:**

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

- A. Standing Information
  - National Head Start Association Parent Conference Reports (Attached)
  - California Head Start Association (CHSA) Parent Conference Reports
  - Current Children and Family Services Department Organizational Chart (Attached)

**NOTES:**

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**ITEM III-B – INFORMATION ITEM**

**AB 1234 ETHICS TRAINING**

**BACKGROUND:**

State law (AB 1234) requires that all legislative bodies, including not only the governing body of a local agency, but also a commission, committee, board or other body that receive compensation, salary, stipends, or expense reimbursements must receive training in public service ethics laws and principles every two years. This requirement applies to the Policy Council and the SETA-Operated Parent Advisory Committee.

This agenda item provides agency staff an opportunity to train the Policy Council on the Assembly Bill No. 1234. AB 1234.

**NOTES:**

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## **ITEM IV – COMMITTEE REPORTS**

### **BACKGROUND:**

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

- Executive Committee
  - Critique of the Parent Advisory Committee meeting, January 9, 2007.

### **NOTES:**

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**PAC EXECUTIVE COMMITTEE CRITIQUE**  
**OF THE JANUARY 9, 2007 MEETING**

<b>GOOD</b>	<b>NEEDS IMPROVEMENT</b>
1. Participation by representatives for various committees	1. Cell phones off and not on vibrate
2. NHSA Parent Conference report by Lynda de la Mora, Site Supervisor at La Riviera Head Start	2. Attendance
3. Special Education monthly report by Beverly Sanford very informative	3. Punctuality
4. FLIP log and book presented by Alma Hawkins	4. Personal electronic devices should be used for meeting purposes only
5. Kathy Ruiz did a very good job as Chair	5. Representatives being recognized by Chair before speaking
	6. Ask for "Question of personal privilege" before leaving seat

**NOTES:**

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**ITEM V – DISCUSSION**

**BACKGROUND:**

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

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**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:**

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