

Thought for the Day: "Live in the Present. Embrace life now. Don't wait for something that may or may not happen in the future to make you happy. Time is precious."

Author: Esteemed Human
Development International

GOVERNING BOARD

BONNIE PANNELL
Council Member
City of Sacramento

DON NOTTOLI
Board of Supervisors
County of Sacramento

SOPHIA SCHERMAN
Public Representative

ROBBIE WATERS
Council Member
City of Sacramento

HEAD START/EARLY HEAD START PARENT ADVISORY COMMITTEE

Date: Tuesday, January 9, 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

KATHY KOSSICK
Executive Director

MAUREEN A. 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 December 12, 2006
- III. **Action Items**
 - A. Selection of Parent Advisory Committee Members 2006-2007
 - B. Election of Representative and Alternate to the SETA Head Start/Early Head Start Community Partnerships Advisory Committee (CPAC)
 - C. Election of Representative and Alternate to the SETA Head Start/Early Head Start Health Services Advisory Committee (HSAC)

- PC/PAC and Delegate Agency Officer Training, Friday, January 12, 2007, 9:00 a.m.-12:00 p.m., Redwood Room. 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 National Head Start Association Parent Conference Reports
 - Average Daily Attendance (ADA) Report – Ms. Elsie Bowers
 - Monthly Special Education Report – Ms. Beverly Sanford
 - Program Content Area/Disabilities Services Reports, provided in the months of February, April, June, August and October – Ms. Beverly Sanford
 - Program Content Area/Mental Health Reports, provided in the months of February, May, August and November – Ms. Melanie Nicolas
 - California Head Start Association (CHSA) Report
 - Fiscal Reports, provided in the months of February, May, August and November
 - Community Resources/Recognitions – Parent Advisory Committee Representative/ Staff
 - Parent/Staff Recognitions
 - Grandparent Report – Mr. Donald Clark
 - Child Care Center Food Menu (Attached)
- A. SETA Operated Head Start 2005-2006 Self-Assessment, Final Report – Ms. Buffie Engstrom
- B. Governing Board Meeting Minutes of November 6, 2006

V. Committee Reports

- Executive Committee
 - Critique of the Parent Advisory Committee, December 12, 2006
- Community Advocating Male Participation (C.A.M.P.) – Mr. Roy Shier

VI. Other Reports

- Chair's Report – Mr. Donald Clark
- Policy Council Report(s) – Ms. Sherry Gangloff, Ms. Tyrna Larkins, Ms. Templa Allen, Ms. Carolina Guerra, Ms. Kathy Ruiz and Ms. Kellie Wilson
- Head Start Deputy Director's Report – Ms. Maureen Dermott
- Manager - Program Support Services Report - Ms. Brenda Campos-Peck
- Manager, Child Development and Education Services Report - Ms. Denise Lee
- Manager – Parent/Family Support – Mr. William Walker, Interim Manager

VII. Center Updates

VIII. Discussion

IX. Public Participation

X. Adjournment

Distribution Date: Thursday, January 4, 2007

ITEM I-A – ROLL CALL

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

- ___ **Vacant**, 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**, Illa Collin Head Start
- ___ **Vacant**, Job Corp 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**, 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:

- ___ Franquell Pharms, Auberry Park Head Start
- ___ Stephanie Vasquez, Pheonix Park Head Start
- ___ Jennifer Gonzalez, Strizek Park 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										
Carolina Guerra Seated 11/06	BC	X	X										
Shannon Montgomery Seated 12/06	BLC		X										
Robert Walton Seated 11/06	COP	X	X										
Vacant	CW												
Nysheka Robinson Seated 12/05	CR	X	X										
Dominic Garcia Seated 11/06	CSUS	X	U										
Salina Davey Seated 11/06	EHS/HB	X	X										
Kathy Ruiz Seated 11/06	F	X	X										
Laura Angel Seated 09/06	FM	X	X										
Vacant	FP												
Dionne Wilson Seated 11/05	FT	X	X										
Virginia Snoe Seated 03/06	G	X	X										
Vacant	GH												
Vacant	GL												
Esmeralda Garcia Seated 11/06	GSC	X	X										
Kellie Wilson Seated 11/06	H	X	U										
Ashley Cleveland Seated 11/06	HB	X	U										
Tyrna Larkins Seated 11/06	HB	X	U										
Danielle Duff S/B Seated 11/06	IC	U	U										
Vacant	JC												
Mary Alston Seated 11/06	K	X	X										
María Rangel Seated 11/06	LAR	X	U										
Vacant	LVS												
Vacant	MCBB												
Sherry Gangloff Seated 11/05	M	X	E										
Jose Guzman Seated 11/06	NC	X	U										
Vacant	NH1												
Vacant	NH2												
Vacant	NV												
Vanessa Valencia Seated 11/06	N	X	X										
Vacant	PA												
Vacant	PP												
Vacant	SN												
Jennifer Gonzales S/B Seated 11/06	SP	AP	U										
Vacant	SVE												
Templa Allen Seated 11/06	V	X	X										
Blanca Maravilla S/B Seated 12/06	WG		E										
Samantha Vang Seated 11/06	WP	X	E										
Vacant	FPR												
Vacant	FPR												
Donald Clark Reseated 03/06	GPR	X	X										
Vacant	GPR												
Roy Shier Seated 05/06	MIR	X	X										
Denise Nelson Seated 11/05	OGC	X	X										
Kim Creed Seated 11/06	PPR	X	X										
Coral Humphrey Seated 11/06	PPR	X	E										

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

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
EHS:	Early Head Start	NC:	Nedra Court
FM:	Florin Meadows	NH1:	New Helvetia 1
FR:	Franklin	NH2:	New Helvetia 2
FP:	Freedom Park	NV:	Northview
FT:	Fruitridge	PA:	Parker Avenue
G:	Galt	PP:	Phoenix Park
GH:	Grizzly Hollows	SN:	Sharon Neese
GL:	Grace Lutheran	SP:	Strizek Park
GSC:	Grant Skills Center	SVE:	Sierra Vista Elementary
H:	Hillsdale	V:	Vineland
HB:	Home Based	WG:	Walnut Grove
IC:	Illa Collin	WP:	Whispering Pines

Representative Abbreviations

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

Attendance Record Abbreviations

X:	Present
E:	Excused
AP:	Alternate Present
AE:	Alternate Excused
U:	Unexcused
PAC:	Parent Advisory Committee

ITEM II-A – CONSENT ITEM

APPROVAL OF MINUTES FOR PAC MEETING
DECEMBER 12, 2006

BACKGROUND:

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

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

MEETING OF THE HEAD START PARENT ADVISORY COMMITTEE

MINUTES/SYNOPSIS

SETA Boardroom
925 Del Paso Blvd.
Sacramento, CA 95815

December 12, 2006
6:00 p.m.

I. Welcome

- A. Call to Order/Roll Call – The meeting was called to order at 6:06 p.m. The Thought for the Day was read by Mr. Donald Clark. Roll was called; a quorum confirmed.

Members Present:

Carolina Guerra
Robert Walton
Nysheka Robinson
Salina Davey
Laura Angel (6:12 arrival)
Kathy Ruiz
Dionne Wilson
Esmeralda Garcia
Virginia Snoe
Mary Alston
Vanessa Valencia
Templa Allen
Donald Clark
Roy Shier
Denise Nelson
Kim Creed (6:22 arrival)

Members Absent:

Dominic Garcia (U)
Kellie Wilson (U)
Tyrna Larkins (U)
Maria Rangel (U)
Sherry Gangloff (E)
Jose Guzman (U)
Samantha Vang (E)
Ashley Cleveland (U)

New Representatives Seated:

Shannon Montgomery, Broadway Early Learning Center Head Start

New Representatives Absent:

Franquell Pharms, Auberry Park Head Start(U); Danielle Duff, Illa Collin Head Start(U); Jennifer Gonzalez, Strizek Park Head Start (U); Blanca Maravilla, Walnut Grove Head Start (E)

- B. PAC Meeting Attendance Update – Attached for review.

II. Consent Items

- A. Approval of Minutes for PAC Meeting of November 14, 2006 – Motion by Ms. Kathy Ruiz to approve the minutes by a show of hands vote. Seconded by Mr. Roy Shier. No discussion. No corrections. Ayes, 14. Nays, 0. Abstentions, 1 (Denise Nelson). Motion carried.

III. Information Items

A.

- Ice Breaker – Representatives participated in an ice breaker activity to become acquainted with each other. Parents shared personal information about themselves.

C. Standing Information Items (Out of order)

- Upcoming Meetings/Training/Conferences/Events
 - Program Information Report (PIR) – Ms. Yolanda Macias, Program Officer, explained the PIR Summary provided to Representatives. Past Delegate Agency, MCA, is listed on the report because they had a contract with SETA Head Start last year.

A. (Continued)

- Head Start and Program Governance Overview – Ms. Marie Desha, Social Services/Parent Involvement Coordinator, explained the Head Start Shared Governance Organization chart provided. There are twelve regions; SETA Head Start is in Region IX. There are five Delegate Agencies: Del Paso, Elk Grove, Sac City, San Juan, and WCIC/Playmate. The PAC serves in the capacity of advising and overseeing the Head Start program. The PAC models after the PC and approves mostly everything that the PC approves.
- Introduction of Newly Seated Representatives – Ms. Shannon Montgomery, Broadway Head Start, assumed her seat and introduced herself.

C. How to Present and Make a Motion

- Ms. Denise Nelson, Chair – Ms. Nelson read the handout on presenting motions, including the glossary of parliamentary terms.

IV. Action Items

- A. Election of Parent Advisory Committee Officers 2006-2007 – Ms. Nelson read the background information and the duties of the Chair, Vice Chair, Secretary, Treasurer and Parliamentarian officers.

Motion by Mr. Shier to elect officers for Program Year 2006-2007 by way of show of hands. Seconded by Mr. Clark. No discussion. Ayes, 16. Nays, 0. Abstentions, 1 (Ms. Nelson). All nominees explained why they would like to hold the prospective positions.

Vote results for Chair – Mr. Donald Clark, 8. Ms. Kathy Ruiz, 8.
Tie-breaker vote results – Mr. Clark, 9. Ms. Ruiz, 7.

Mr. Donald Clark was elected Chair with 9 votes.

Vote results for Vice Chair – There was only one nominee.

Ms. Kathy Ruiz was elected Vice Chair with 15 votes. Ms. Kim Creed did not vote.

Vote results for Secretary – There was only one nominee.

Ms. Virginia Snoe was elected Secretary with 16 votes.

Vote results for Treasurer – There was only one nominee.

Ms. Salina Davey was elected Treasurer with 16 votes.

Vote results for Parliamentarian – There was only one nominee.
Ms. Templa Allen was elected Parliamentarian with 16 votes.

All elected officers assumed their seats.

- B. Selection of Representatives and Alternates to Attend the California Head Start Association (CHSA) Annual Parent Conference, January 29-30, 2007, Newport Beach. Background information read by Mr. Clark. Ms. Nelson shared Conference information and Ms. Desha shared information on the *Schedule H Other* handout. There will be a travel meeting, Friday, January 26th, 1:30 p.m., Oak Room, for those selected to attend the Conference. Meeting information will be mailed to attendees. Mr. Clark read the Parent Advisory Committee Representative Conference Attendance Guidelines attached in the agenda.

Motion by Ms. Snoe to approve the selection of two Representatives and two Alternates by show of hands vote. Seconded by Ms. Allen. Discussion: Ms. Buffie Engstrom shared that staff can assist with typing conference reports. The airline fare, hotel room and meal expenses are paid up front by SETA Head Start. Child care reimbursement is paid upon receipt after the Conference. Ms. Desha made note that this conference is local and not out of state. Ayes, 14. Nays, 0. Abstentions, 2, (Mr. Clark and Ms. Allen). Each nominee explained why they would like to attend the Conference.

Vote results – Ms. Salina Davey, 2. Ms. Kathy Ruiz, 3. Mr. Donald Clark, 3. Ms. Virginia Snoe, 6.

Ms. Snoe was selected 1st Representative with 6 votes.

Tie-breaker vote results – Kathy Ruiz, 8. Donald Clark, 6.

Ms. Ruiz was selected 2nd Representative with 8 votes.

Mr. Clark was selected 1st Alternate with 6 votes.

Ms. Davey was selected 2nd Alternate with 2 votes.

- D. Election of Policy Council Alternates 2006-2007 – Background information read by Mr. Clark. Ms. Desha explained the role of the Policy Council Alternate. Ms. Sherry Gangloff, Ms. Tyrna Larkins, Ms. Templa Allen, Ms. Carolina Guerra, Ms. Kathy Ruiz, and Ms. Kelly Wilson are current PC Representatives. Motion by Mr. Shier to elect six Alternates by show of hands vote. Seconded by Ms. Ruiz. Ms. Snoe asked if child care during early meeting hours has been looked into, whether there is a budget for this to allow more Representatives the opportunity to attend the meetings. Ms. Engstrom shared that child care is not going to be provided during the day due to the child being in the Head Start program during the day. SETA Head Start doesn't serve children of all ages, just toddlers through five-year-olds. Representatives receive child care and travel reimbursement to attend PC meetings. Ayes: 14. Nays: 0. Abstentions: 2 (Mr. Clark and Ms. Templa).

There were no nominees. Ms. Desha shared that this item (Election of Policy Council Alternates 2006-2007) would have to be put back on the PAC agenda until the positions are filled. Motion by Ms. Ruiz to table this item to the next meeting by show of hands vote. Seconded by Ms. Dionne Wilson. Ayes, 14. Nays, 0. Abstentions: 2 (Mr. Clark and Ms. Allen).

FIVE-MINUTE BREAK – 7:57-8:02 p.m.

III. Information Items (Continued)

C. Standing Information Items

- Introduction of Staff – All staff present introduced themselves.
- Upcoming Meetings/Trainings/Conferences/Events (Continued)
 - Ms. Alma Hawkins, Ms. Belinda Malone or Mr. Robert Silva, Social Services/Parent Involvement Specialists – Mr. Robert Silva shared on the upcoming Daddy and Me activity, Fishing in the City, Saturday, December 16th, from 9:00 a.m. to 1:00 p.m. at William Land Park. (Flyer provided.) Breakfast and lunch will be served. Loaner fishing rods, bait and tackle provided, along with free fishing instructions. Parents accompanying a fishing child fish free. RSVP to Bob Silva no later than 4:00 p.m., December 15th. Mr. Clark asked if it is possible for Mr. Silva (Male Involvement) to begin focusing on career opportunities for males. Mr. Silva explained that Head Start is only one of SETA's programs. SETA already has an employment services program in place (Workforce and Development). Parents may receive employment services through SETA's One Stop Career Centers. Mr. Silva shared that the Sacramento County Healthy Marriage Initiative provided a training October 19th through 21st, 2006, to Head Start staff and Sacramento City Head Start programs. The intent was to train Head Start staff to provide relationship enhancing training to fathers and their significant others/wives. SETA Head Start will be recruiting to provide a training in January, 2007, called "Creating a Family." SETA is proposing a 10-week training (including child care) at SETA, beginning February 8th through April 19th, to ten 18- to 25-year-old couples. If the program is successful, SETA hopes to expand the program to include older couples. A program description handout was provided. For more information, contact Mr. Silva at 263-3809.
 - Policy Council Special Meeting, Thursday, December 21, 2006, 9:00 a.m., SETA Boardroom.
 - PC/PAC Orientation – Friday, January 5, 2007, 9:00 a.m. – 1:00 p.m., SETA Boardroom. Registration from 8:30 – 9:00 a.m., light brunch 11:00 – 11:30 a.m.
 - 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 12 noon.
 - California Head Start Association (CHSA) Annual General Conference, Hyatt Regency Hotel, Newport Beach, January 31 – February 2, 2007 (Wednesday-Friday).
- Community Resource/Recognitions – PAC Representatives/Staff – None.
- Parent/Staff Recognitions – None.
- Child Care Center Food Menu -Attached.

V. Committee Reports

- Executive Committee
 - Critique of the Parent Advisory Committee meeting, November 14, 2006, was read by Ms. Ruiz.

VI. Other Reports

- Chair's Report – No report.
- Policy Council Report(s) – Ms. Sherry Gangloff, Ms. Tyrna Larkins, Ms. Templa Allen, Ms. Carolina Guerra, Ms. Kathy Ruiz, Ms. Kelly Wilson – No report.
- Head Start Deputy Director's Report – Ms. Maureen Dermott is attending a Head Start Financial Pre-Institute and Director's Institute in Washington, D.C., and is looking forward to working with the PC/PAC Budget Committee.
- Manager - Grantee Program Operations Report – Ms. Denise Lee – No report.
- Manager - Program Support Services Report – Ms. Brenda Campos-Peck – Continued until next month.
- Manager – Parent/Family Support Report – Continued until next month.

VII. Center Updates

None.

VIII. Discussion

None.

IX. Public Participation

None.

X. Adjournment

The meeting was adjourned at 7:59 p.m.

ITEM III-A – ACTION ITEM

SELECTION OF PARENT ADVISORY COMMITTEE MEMBERS 2006-2007

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee Representatives to select Standing and Program Area Committees for Program Year 2006-2007.

- 1) Head Start Personnel/Bylaws Committee Representatives (2 Representatives)
 - a) Parliamentarian, Templa Allen Oversight by: Marie Desha
 - b) _____
 - c) _____

- 2) Head Start Budget/Planning Committee Representatives (2 Representatives)
 - a) Treasurer, Salina Davey Oversight by: Maureen Dermott
 - b) _____
 - c) _____

- 3) Head Start Social/Hospitality Fundraiser Committee (1 Representative)
 - a) Secretary, Virginia Snoe Oversight by: Marie Desha
 - b) Treasurer, Salina Davey
 - c) _____

- 4) Program Area Committees
 - ♦ Child Development & Health Services Committee (3 Representatives)
 - a) _____ Oversight by: Denise Lee
 - b) _____
 - c) _____

 - ♦ Family & Community Partnerships/Training Committee (AKA Parent/Family Support Committee) (3 Representatives)
 - a) _____ Oversight by: William Walker
 - b) _____
 - c) _____

- 5) Monitoring and Evaluation, AKA Self-Assessment Committee (**Committee of the Whole**) Oversight by: Yolanda Macias

6) Food Services Committee (3 Representatives)

- a) _____ Oversight by: Brenda Campos-Peck
- b) _____
- c) _____

7) Early Head Start Committee (3 Representatives)

- a) _____ Oversight by: Denise Lee
- b) _____
- c) _____

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

ITEM III-B – ACTION ITEM

**ELECTION OF REPRESENTATIVE AND ALTERNATE TO THE SETA HEAD START
COMMUNITY PARTNERSHIPS ADVISORY COMMITTEE (CPAC)**

BACKGROUND:

The Parent Advisory Committee is requesting to select one (1) Representative and one (1) Alternate to serve on the Community Partnership Advisory Committee (CPAC). This advisory committee is an advisory group to the Head Start social services program area of Head Start. Members of this committee include Head Start staff, parents and social services professionals from the community with an interest in the Head Start Program. Each program year a PAC Representative is selected to sit on this committee. The CPAC meetings will be held semi-annually; time and date will be announced when determined. Having an interest in social service collaboration would be appropriate for those wishing to serve on this committee.

Ms. Renita Ervin will be available to share additional information and answer questions.

Please see attached minutes from last meeting of Thursday, September 21, 2006.

RECOMMENDATION:

That the PAC elects one (1) Community Partnership Advisory Committee Representative and one (1) Alternate to serve on the committee.

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

ITEM III-C – ACTION ITEM

**ELECTION OF REPRESENTATIVE AND ALTERNATE TO
SETA HEAD START HEALTH SERVICES ADVISORY COMMITTEE (HSAC)**

BACKGROUND:

The PAC is requested to select one (1) Representative and one Alternate to serve on the Head Start Health Services Advisory Committee. This committee is an advisory group to the health program area plan, assists with creation of policies, and serves as one of our primary community resources for health information. Members on the committee include Head Start staff and parents and health professionals from the community with an interest in Head Start. The group meets two times per year for a dinner meeting. Meeting location and time to be announced. An interest in health would be appropriate for those serving on this committee. Ms. Brenda Campos-Peck will be available to share information and answer questions.

Please see attached minutes of last meeting, Tuesday, December 5, 2006.

RECOMMENDATION:

That the PAC elects one (1) Health Services Advisory Committee Representative and one (1) Alternate to serve on the committee.

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

ITEM IV-A – INFORMATION ITEM

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 Walton, Ms. Belinda Malone or Mr. Robert Silva, Social Services/Parent Involvement Specialists
 - 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 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
- Average Daily Attendance (ADA) Report – Ms. Elsie Bowers
- Monthly Special Education Report – Ms. Beverly Sanford
- Program Content Area/Disabilities Services Reports, provided in the months of February, April, June, August and October – Ms. Beverly Sanford
- Program Content Area/Mental Health Reports, provided in the months of February, May, August and November – Ms. Melanie Nicolas
- California Head Start Association (CHSA) Report
- Fiscal Reports, provided in the months of February, May, August and November – Mr. Kim Peck
- Community Resources/Recognitions – Parent Advisory Committee Representative/ Staff
- Parent/Staff Recognitions
- Grandparent Report – Mr. Donald Clark
- Child Care Center Food Menu (Attached)

NOTES:

ITEM IV-B – INFORMATION ITEM

SETA OPERATED HEAD START 2005-2006 SELF-ASSESSMENT, FINAL REPORT

BACKGROUND:

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

NOTES:

ITEM IV-C – INFORMATION ITEM

GOVERNING BOARD MEETING MINUTES OF NOVEMBER 6, 2006

BACKGROUND:

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

NOTES:

ITEM V – COMMITTEE REPORTS

BACKGROUND:

This agenda item provides an opportunity for the PAC Executive Committee and Community Advocating Male Participation (C.A.M.P.) to provide a report.

- Executive Committee
 - Critique of the Parent Advisory Committee meeting, December 12, 2006

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

GOOD	NEEDS IMPROVEMENT
1. Outgoing Chair – good job	1. No gum
2. Ice breaker	2. Attendance
3. Bilingual books	3. Representatives must follow agenda and not drift
	4. Keep questions and answers focused and under 2 minutes
	5. Ask for “Question of personal privilege” before leaving seat

- Community Advocating Male Participation (C.A.M.P.) – Mr. Roy Shier

NOTES:

ITEM VI – OTHER REPORTS

BACKGROUND:

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

- Chair’s Report – Mr. Donald Clark
- Policy Council Report(s) – Ms. Sherry Gangloff, Ms. Tyrna Larkins, Ms. Templa Allen, Ms. Carolina Guerra, Ms. Kathy Ruiz and Ms. Kellie Wilson
- Head Start Deputy Director's Report – Ms. Maureen Dermott
- Manager - Grantee Program Operations Report – Ms. Denise Lee
- Manager, Program Support Services Report – Ms. Brenda Campos-Peck
- Manager – Parent/Family Support – Mr. William Walker, Interim Manager

NOTES:

ITEM VII – CENTER UPDATES

BACKGROUND:

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

NOTES:

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:

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:
