

IV.	<u>Information Items</u>	
	A. Standing Information	6
	➤ Introduction of IT Chief – Mr. Ed Proctor	
	➤ Fiscal Reports – Ms. Thelma Manzano, Fiscal Manager	
	➤ Manager, Child Development and Education Services Report – Ms. Denise Lee	
	• Cluster Reports	
	➤ Manager, Program Support Services Report – Ms. Brenda Campos-Peck	
	• Tuberculosis Policy	
	➤ Manager, Parent/Family Support Report – Ms. Lisa Carr	
	➤ Parent/Family Support Unit Events and Activities Report – Ms. Kathy Ruiz, Chair	
	➤ Calendar of Events (Attached) – Ms. Kathy Ruiz, Chair	
	➤ Child Care Center Food Menu (Attached) – Ms. Kathy Ruiz, Chair	
	B. Program Information Report (PIR) (Attached) – Ms. Andrea Harvey	7
	C. Governing Board Minutes July 3, 2008	8
V.	<u>Committee Reports</u>	9
	➤ Executive Committee	
	➤ Budget/Planning Committee	
	➤ Personnel/Bylaws Committee	
	➤ Social/Hospitality Committee	
	➤ Early Childhood Development and Health Services Committee and Parent/Family Support Committee	
	➤ Monitoring and Evaluation (Self-Assessment) Committee	
	➤ Male Involvement Committee – Mr. Victor Stark	
	➤ Early Head Start Committee	
	➤ Community Partnerships Advisory Committee (CPAC) – Lynn Reynolds-Showalter	
	➤ Health Services Advisory Committee (HSAC) – Ms. LaDoris McDavid	
	➤ Food Services Committee	
VI.	<u>Other Reports</u>	10
	➤ Chair’s Report – Ms. Kathy Ruiz	
	➤ Head Start Deputy Director’s Report – Ms. Maureen Dermott	
	• Average Daily Attendance (ADA) Report (Attached)	
	• Selection Criteria for Enrollment in Head Start/Early Head Start	
VII.	<u>Discussion</u>	11
VIII.	<u>Public Participation</u>	12
IX.	<u>Adjournment</u>	12

Distribution Date: Thursday, September 4, 2008

ITEM I-A – ROLL CALL

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

- ___ **Vacant**, Auberry Park Head Start
- ___ **Vacant**, Bannan Creek Head Start
- ___ Donovan Harrison, Broadway Early Learning Center
- ___ **Vacant**, Center of Praise Head Start
- ___ Itzel Oregon, Countrywood Head Start
- ___ **Vacant**, Crossroads Garden Head Start
- ___ Jeanine Vandermolen, CSUS Head Start
- ___ **Vacant**, Early Head Start /Home Base
- ___ **Vacant**, Florin Meadows Head Start
- ___ **Vacant**, Freedom Park Head Start
- ___ **Vacant**, Fruitridge Head Start
- ___ **Vacant**, Galt Head Start
- ___ **Vacant**, Grant Skills Center
- ___ **Vacant**, Grizzly Hollows
- ___ **Vacant**, Hillsdale Head Start
- ___ Salina Davey, Home Base
- ___ Erin Kimbro, Home Base
- ___ **Vacant**, Hopkins Park Head Start
- ___ **Vacant** Illa Collin Head Start
- ___ Katherine Arrue, Job Corps 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
- ___ **Vacant**, Mather Head Start
- ___ **Vacant**, Nedra Court Head Start
- ___ **Vacant**, New Helvetia 1 Head Start
- ___ **Vacant**, New Helvetia 2 Head Start
- ___ Talina Hutton, Northview Head Start
- ___ Vanessa Valencia, Norma Johnson Head Start
- ___ Luz Nolzco, Parker Avenue Head Start
- ___ Nicole Gordon, Phoenix Park Head Start
- ___ Diana Vazquez, Sharon Neese Early Learning Center
- ___ **Vacant**, Sierra View Head Start
- ___ Kiesha Spriggs, Solid Foundation Head Start
- ___ **Vacant**, Strizek Park Head Start
- ___ Carol Aronis, Vineland Head Start
- ___ **Vacant**, Walnut Grove Head Start
- ___ **Vacant**, Whispering Pines Head Start
- ___ LaDoris McDavid, Foster Parent Representative
- ___ Venelsia Fentress, Grandparent Representative
- ___ Victor Stark, Male Involvement Representative
- ___ **Vacant**, Outgoing Chair
- ___ Lynn Reynolds-Showalter, Past Parent/Community Representative
- ___ Kathy Ruiz, Past Parent/Community Representative

New Representatives to be seated:

ITEM I- B – PAC MEETING ATTENDANCE UPDATE

The PAC was seated on November 13, 2007

PARENT ADVISORY COMMITTEE MEETING ATTENDANCE PROGRAM YEAR 2007-2008

COMMITTEE MEMBER	CENTER	11/13	12/11	1/15	2/12	3/11	4/30	5/13	6/10	7/8	8/26	9/9	10/14	11/11
Vacant	AP													
Vacant	BC													
Donovan Harrison Seated 11/07	BLC	X	U	X	X	E	X	X	X	X	X			
Vacant	COP													
Itzel Oregon Seated 3/08	CW					X	X	E	X	X	X			
Vacant	CR													
Jeanine Vandermolen Seated 11/07	CSUS	X	X	X	X	X	X	X	X	X	X			
Vacant	EHS/HB													
Vacant	FM													
Vacant	FP													
Vacant	FT													
Vacant	G													
Vacant	GH													
Vacant	GSC													
Vacant	H													
Salina Davey Seated 11/07	HB	X	X	X	X	X	X	X	X	X	X			
Erin Kimbro Seated 11/07	HB	X	X	X	X	X	X	X	X	X	X			
Vacant	IC													
Katherine Arrue Seated 12/07	JC		X	X	X	X	X	E	X	X	X			
Vacant	K													
Vacant	LAR													
Vacant	LVS													
Christy Farley Seated 11/07	MCBB	X	X	X	X	E	X	U	X	X	U			
Vacant	M													
Vacant	NC													
Vanessa Valencia Seated 11/07	NJ	X	X	X	X	X	X	X	X	E	X			
Vacant	NH1													
Vacant	NH2													
Talina Hutton S/B Seated 4/08	NV						E	X	X	X	X			
Luz Nolzco Seated 3/08	PA					X	X	U	X	X	E			
Nicole Gordon S/B Seated 11/07	PP	U	X	X	X	X	X	X	X	X	X			
Kiesha Spriggs Seated 12/07	SF		X	U	E	X	X	X	X	X	X			
Diana Vasquez Seated 6/08	SN								X	E	U			
Vacant	SP													
Vacant	SVE													
Carol Aronis Seated 11/07	V	X	X	X	X	X	X	X	X	X	X			
Vacant	WG													
Vacant	WP													
LaDoris McDavid Reinstated 8/08	FPR										X			
Venelsia Fentress Seated 11/07	GPR	X	X	X	X	X	E	X	X	X	X			
Victor Stark Seated 2/08	MIR				X	X	X	X	X	X	E			
Vacant	OGC													
Lynn Reynolds- Showalter Seated 11/07	PPR	X	X	X	X	X	X	X	X	X	E			
Kathy Ruiz Seated 11/07	PPR	X	X	X	X	X	X	X	X	X	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, Ms. Kathy Ruiz, 743-9945 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	K:	Kennedy Estates
BC:	Bannon Creek	LAR:	La Riviera
BLC:	Broadway Early Learning Center	LVS:	LaVerne Stewart
COP:	Center of Praise	M:	Mather
CR:	Crossroads Garden	MCBB:	Marie Cleveland Bright Beginnings
CSUS:	CA State University, Sacramento	NJ:	Norma Johnson
CW:	Countrywood	NC:	Nedra Court
EHS:	Early Head Start	NH1:	New Helvetia 1
FM:	Florin Meadows	NH2:	New Helvetia 2
FP:	Freedom Park	NV:	Northview
FT:	Fruitridge	PA:	Parker Avenue
G:	Galt	PP:	Phoenix Park
GH:	Grizzly Hollow	SF:	Solid Foundation
GSC:	Grant Skills Center	SN:	Sharon Neese
H:	Hillsdale	SP:	Strizek Park
HB:	Home Based	SVE:	Sierra View
HP:	Hopkins Park	V:	Vineland
IC:	Illa Collin	WG:	Walnut Grove
JC:	Job Corps	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 SPECIAL PAC MEETING
AUGUST 26, 2008

BACKGROUND:

The minutes of August 26, 2008 Parent Advisory Committee meeting will be provided in next month's agenda.

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

ITEM III-A – ACTION ITEM

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

BACKGROUND:

The Personnel/Bylaws Committee 2007-2008 met five (5) times to review and recommend revisions to the Bylaws of the SETA Operated Head Start/Early Head Start Parent Advisory Committee.

Additions are indicated by green *italic type*, deletions are indicated by red ~~strikethrough~~.

RECOMMENDATION:

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 to the PAC Bylaws as attached.

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:

Information Items

A. Standing Information

- Introduction of IT Chief – Mr. Ed Proctor
- Fiscal Reports – Ms. Thelma Manzano, Fiscal Manager
- Manager, Child Development and Education Services Report – Ms. Denise Lee
 - Cluster Reports
- Manager, Program Support Services Report – Ms. Brenda Campos-Peck
 - Tuberculosis Policy
- Manager, Parent/Family Support Report – Ms. Lisa Carr
- Parent/Family Support Unit Events and Activities Report – Ms. Kathy Ruiz, Chair
- Calendar of Events (Attached) – Ms. Kathy Ruiz, Chair
- Child Care Center Food Menu (Attached) – Ms. Kathy Ruiz, Chair

NOTES:

PARENT/FAMILY SUPPORT UNIT
CALENDER OF EVENTS AND ACTIVITIES

<u>EVENT</u>	<u>DATE</u>
Early Childhood Development & Health Services Committee and Parent/Family Support Committee Meeting	Friday, September 5, 2008 9:00 a.m. 925 Del Paso Blvd. Sequoia Room
Early Childhood Development & Health Services Committee and Parent/Family Support Committee Meeting	Friday, September 19, 2008 9:00 a.m. 925 Del Paso Blvd. Shasta Room
Head Start Fatherhood BBQ/Family Day	Saturday, September 20, 2008 Hiram Johnson High School Sacramento, CA
Early Childhood Development & Health Services Committee and Parent/Family Support Committee Meeting	Friday, September 26, 2008 9:00 a.m. 925 Del Paso Blvd. Sequoia Room

CALENDAR OF EVENTS

<u>EVENT</u>	<u>DATE</u>
PC/PAC Social/Hospitality Committee Meeting	Wednesday, September 3, 2008 1:00 p.m. 925 Del Paso Blvd. Sequoia Room
Early Childhood Development & Health Services Committee and Parent/Family Support Committee Meeting	Friday, September 5, 2008 9:00 a.m. 925 Del Paso Blvd. Sequoia Room
PAC Meeting	Tuesday, September 9, 2008 6:00 p.m. 925 Del Paso Blvd. SETA Boardroom
PAC Executive Committee Meeting	Thursday, September 10, 2008 9:30 a.m. 925 Del Paso Blvd. Sequoia Room
Male Involvement Committee Meeting	Wednesday, September 10, 2008 2:00 p.m. 925 Del Paso Blvd. Redwood Room
Special PC Meeting	Thursday, September 18, 2008 9:00 a.m. 925 Del Paso Blvd. SETA Boardroom
Early Childhood Development & Health Services Committee and Parent/Family Support Committee Meeting	Friday, September 19, 2008 9:030 a.m. 925 Del Paso Blvd. Shasta Room
Early Childhood Development & Health Services Committee and Parent/Family Support Committee Meeting	Friday, September 26, 2008 9:00 a.m. 925 Del Paso Blvd. Sequoia Room
PC/PAC Recruitment – 2008-2009 Community Representatives	PC/PAC application must be submitted by Friday, September 26, 2008 to: Marie Desha, SS/PI Coordinador 925 Del Paso Blvd., Ste. 200 Sacramento, CA 95815 (See attachment.)

ITEM IV-B – INFORMATION ITEM

PROGRAM INFORMATION REPORT

BACKGROUND:

This agenda item provides an opportunity for Ms. Andrea Harvey, Program Officer, to share the Program Information Report (PIR) with the Parent Advisory Committee. (See attachment.)

NOTES:

ITEM IV-C – INFORMATION ITEM

GOVERNING BOARD MINUTES

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review Governing Board minutes of July 3, 2008 attached.

NOTES:

ITEM V – COMMITTEE REPORTS

BACKGROUND:

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

- Executive Committee
 - Critique of the Parent Advisory Committee meeting, August 26, 2008

GOOD	NEEDS IMPROVEMENT
1. No side barring.	1. Representatives being recognized by Chair prior to asking question.
2. Thank you Joy Otero for reminder calls to attend PAC meeting.	2. Representatives must clean area after meeting.
3. No cell phones went off.	3. Come prepared for meeting with agenda and pen.
4. Thank you Lori Black for End of Year Parent Appreciation flyer.	
5. Good information shared by managers.	

- Budget/Planning Committee
- Personnel/Bylaws Committee
- Social/Hospitality Committee
- Early Childhood Development and Health Services Committee and Parent/Family Support Committee
- Monitoring and Evaluation (Self-Assessment) Committee
- Male Involvement Committee – Mr. Victor Stark
- Early Head Start Committee
- Community Partnerships Advisory Committee (CPAC) – Lynn Reynolds-Showalter
- Health Services Advisory Committee (HSAC) – Ms. LaDoris McDavid
- Food Services Committee

NOTES:

ITEM VI – OTHER REPORTS

BACKGROUND:

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

- Chair’s Report – Ms. Kathy Ruiz
- Head Start Deputy Director’s Report – Ms. Maureen Dermott
 - Average Daily Attendance (ADA) Report (Attached)
 - Selection Criteria for Enrollment in Head Start/Early Head Start

NOTES:

ITEM VII – DISCUSSION

BACKGROUND:

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

NOTES:

ITEM VIII – PUBLIC PARTICIPATION

BACKGROUND:

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

NOTES:

ITEM IX – ADJOURNMENT