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ADMINISTRATION

KATHY KOSSICK
Executive Director

DENISE LEE
Deputy Director

925 Del Paso Blvd., Suite 100
Sacramento, CA 95815

Phone: (916) 263-3804

Fax: (916) 263-3779

Website:
<http://www.headstart.seta.net>

Thought for the Day: You have to expect things of yourself before you can do them.

~Michael Jordan

HEAD START/EARLY HEAD START

REGULAR MEETING OF THE PARENT ADVISORY COMMITTEE

Date: Tuesday, June 22, 2010

Time: 9:00 a.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.

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Distribution Date: Friday, June 18, 2010

Parent Advisory Committee (PAC) meeting hosted by PAC Officers:
Chair, Jeanine Vandermolen
Vice Chair, Mary Brown
Secretary, Katherine Yaipen-Faulter
Treasurer, Kiesha Spriggs
Parliamentarian, Eva Borja

ITEM I-A – ROLL CALL

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

- ___ **Vacant**, Auberry Park Head Start
- ___ Zenobia Prothro, Bannan Creek Head Start
- ___ **Vacant** , Broadway Early Learning Center
- ___ Eva Borja, Center of Praise Head Start
- ___ **Vacant**, Countrywood Head Start
- ___ **Vacant**, Crossroads Garden Head Start
- ___ Mukeya Richardson, Early Head Start/ Home Base
- ___ Lashonda Tablit, Florin Meadows Head Start
- ___ **Vacant**, Freedom Park Head Start
- ___ **Vacant**, Fruitridge Head Start
- ___ Luis Ramos, Galt Head Start
- ___ **Vacant**, Grant Skills Center
- ___ **Vacant**, Grizzly Hollows
- ___ **Vacant**, Hillsdale Head Start
- ___ Tamara Knox, Home Base
- ___ **Vacant**, Home Base
- ___ Kelly Martin, Hopkins Park Head Start
- ___ **Vacant**, Illa Collin Head Start
- ___ **Vacant**, Job Corps Head Start
- ___ David Quintero, Kennedy Estates Head Start
- ___ Mary Brown, La Riviera Head Start
- ___ Victor Goodwin, LaVerne Stewart Head Start
- ___ **Vacant**, Marie Cleveland’s Bright Beginnings Head Start
- ___ Charity Achusim, Mather Head Start
- ___ Michelle Burgess, Nedra Court Head Start
- ___ **Vacant**, New Helvetia 1 Head Start
- ___ Yvette Hernandez, New Helvetia 2 Head Start
- ___ Connie Wallace, Norma Johnson Head Start
- ___ **Vacant**, Northview Head Start
- ___ **Vacant**, Parker Avenue Head Start
- ___ Katherine Yaipen-Faulter, Phoenix Park Head Start
- ___ Kareme Wilson, Sharon Neese Early Learning Center
- ___ Zakkiyyah Spikes, Solid Foundation Head Start
- ___ Dina Patterson, Strizek Park Head Start
- ___ **Vacant**, Vineland Head Start
- ___ Laura Meza, Walnut Grove Head Start
- ___ Lacy Berry, Whispering Pines Head Start
- ___ **Vacant**, Foster Parent Representative
- ___ **Vacant**, Grandparent Representative
- ___ Troy Luna, Male Involvement Representative
- ___ Jeanine Vandermolen, Past Parent/Community Representative
- ___ Kiesha Spriggs, Past Parent/Community Representative

New Representatives to be seated:

- ___ Erika Contreras, Northview Head Start

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

The PAC was seated on November 30, 2009
PARENT ADVISORY COMMITTEE MEETING ATTENDANCE PROGRAM YEAR 2009-2010

COMMITTEE MEMBER	CENTER	11/30	12/18	01/26	02/23	03/23	04/27	05/25	06/22	07/27	08/24	09/28	10/26	11/23
Vacant	AP													
Zenobia Prothro Seated 11/09	BC	X	E	E	X	X	X	X						
Vacant	BLC													
Eva Borja Seated 11/09	COP	X	X	X	AP	X	X	X						
Vacant	CW													
Vacant	CR													
Mukeya Richardson S/B Seated 02/10	EHS/HB				AP	X	X	X						
Lashonda Tablit Seated 05/10	FM							X						
Vacant	FP													
Vacant	FT													
Luis Ramos Seated 02/10	G				X	X	X	X						
Vacant	GH													
Vacant	GSC													
Vacant	H													
Tamara Knox Seated 11/09	HB	X	X	E	X	X	X	X						
Vacant	HB													
Vacant	IC													
Kelly Martin Seated 11/09	HP	X	X	X	X	X	X	X						
Vacant	JC													
David Quintero Seated 11/09	K	X	X	X	X	X	X	E						
Mary Brown Seated 11/09	LAR	X	X	X	X	X	X	X						
Victor Goodwin Seated 01/10	LVS			X	X	X	X	X						
Vacant	MCBB													
Charity Achusim Seated 04/10	M						X	E						
Michelle Burgess Seated 04/10	NC						X	X						
Connie Wallace Seated 04/10	NJ						X	X						
Vacant	NH1													
Yvette Hernandez S/B Seated 11/09	NH2	E	X	X	X	X	X	X						
Corey Hazewood Seated 03/10	NV					X	E	U						
Vacant	PA													
Katherine Yaipen-Faulter S/B Seated 11/09	PP	E	X	X	X	X	X	E						
Zakkiyyah Spikes Seated 04/10	SF						X	X						
Kareme Wilsom Seated 05/10	SN							X						
Dina Patterson Seated 11/09	SP	X	X	X	U	X	X	X						
Kara Mann Seated 11/09	V	X	X	X	U	X	E	E						
Laura Meza Seated 11/09	WG	X	E	X	X	X	X	X						
Lacy Berry Seated 04/10	WP						X	X						
Vacant	FPR													
Vacant	GPR													
Troy Luna Seated 04/10	MIR						X	X						
Kiesha Spriggs Seated 11/09	PPR	X	X	X	X	X	X	X						
Jeanine Vandermolen Seated 11/09	PPR	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(s) 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 the PAC Chair, Ms. Jeanine Vandermolen, at 837-1176, or the PAC Clerk, Ms. Lori Black, at 263-4068

PARENT ADVISORY COMMITTEE - MEETING ATTENDANCE UPDATE
PROGRAM YEAR 2008-2009
(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
CW:	Countrywood	NJ:	Norma Johnson
EHS:	Early Head Start	NC:	Nedra Court
FM:	Florin Meadows	NH1:	New Helvetia 1
FP:	Freedom Park	NH2:	New Helvetia 2
FT:	Fruitridge	NV:	Northview
G:	Galt	PA:	Parker Avenue
GH:	Grizzly Hollow	PP:	Phoenix Park
GSC:	Grant Skills Center	SF:	Solid Foundation
H:	Hillsdale	SN:	Sharon Neese
HB:	Home Based	SP:	Strizek Park
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
R:	Resigned

ITEM II-A – CONSENT

APPROVAL OF MINUTES FOR PAC REGULAR MEETING MAY 25, 2010

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review and approve the minutes of the PAC Regular Meeting of May 25, 2010.

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

REGULAR MEETING OF THE HEAD START PARENT ADVISORY COMMITTEE

MINUTES/SYNOPSIS

SETA Boardroom
925 Del Paso Blvd.
Sacramento, CA 95815

May 25, 2010
9:00 a.m.

I. Welcome

A. Call to Order/Roll Call

Ms. Jeanine Vandermolen called the meeting to order at 9:13 a.m. The Pledge of Allegiance was recited. The Thought for the Day was read by Ms. Tamara Knox. Roll was called; a quorum confirmed. Mr. Victor Goodwin sat in as Secretary.

Members Present:

Zenobia Prothro
Eva Borja (9:36 arrival)
Mukeya Richardson (9:30 arrival)
Luis Ramos
Tamara Knox
Kelly Martin
Mary Brown
Victor Goodwin
Michelle Burgess
Yvette Hernandez
Connie Wallace
Zakkiyya Spikes
Dina Patterson
Laura Meza
Lacy Berry
Troy Luna
Jeanine Vandermolen
Kiesha Spriggs

Members Absent:

David Quintero (E)
Charity Achusim (E)
Corey Hazewood (U)
Katherine Yaipen-Faulter (E)
Kara Mann (E)

New Members Seated:

Lashonda Tablit, Florin Meadows Head Start
Kareme Wilson, Sharon Neese Head Start

B. PAC Meeting Attendance Update

Ms. Vandermolen read the Attendance Update requirements for absences.

II. Consent Item

A. Approval of Minutes for PAC Meeting April 27, 2010 (Revised minutes attached.)

Motion by Ms. Zenobia Prothro to approve the attached (revised) minutes of the Regular PAC meeting, April 27, 2010. Seconded by Ms. Michelle Burgess. No discussion.

Show of hands vote: Ayes, 17. Nays, 0. Abstentions, 2 (Mr. Kareme Wilson,

Ms. Vandermolen). (Abstaining vote was clarified for newly seated Representatives.)

Revote: 15/0/3 (Mr. Wilson, Ms. Vandermolen, Ms. Lashonda Tablit).

III. Action Items

A. Approval to Submit an Application to the Administration for Children and Families (ACF)

for American Recovery and Reinvestment Act (ARRA)/Head Start Expansion Grant for 2010 (Year 2) - Ms. Vandermolén read background information.

Ms. Denise Lee reported that SETA is in year 1 of the 2-year Head Start Expansion Grant, serving 3- to 5-year-old children. The 150 preschool slots grant was originally awarded for a straight two years, but SETA received a letter asking that SETA reapply for this year, to make sure the programs are still on track and the Agency is still interested in receiving the funds. SETA understands these funds are only for two years but is hopeful that it will be able to keep these funds in the base grant in the years to come. Ms. Lee explained the enrollment for SOP and Delegates. The attached Narrative provides the details. Summary and Budget attached.

No discussion.

Motion by Ms. Mary Brown, seconded by Mr. Goodwin, to approve to submit an application to the Administration for Children and Families (ACF) for American Recovery and Reinvestment Act (ARRA)/Head Start Expansion Grant for 2010 (Year 2).

Show of hands vote: Ayes, 17. Nays, 0. Abstentions, 1 (Ms. Vandermolén). Motion carried.

(Mukeya Richardson arrived at 9:30 a.m.)

(The Chair went off the agenda order due to an error found on Action Item B.)

- C. Approval of Policy Council/Parent Advisory Committee Joint Parent Activity (Parent Activity Fund form attached.) – Ms. Vandermolén read background information. *Parent Activity Fund* information attached.

Ms. Marie Desha referred the Board to the Schedule “H” handout. There is \$5,000 for parent activities: \$2,500 for PC, and \$2,500 for the PAC. There are two parent activities per program year: the first is a bonding activity for parents (usually held in August), the second is the End of Year Parent Appreciation (usually held in October, prior to seating the new Board). The Social/Hospitality (S/H) Committee does all the planning for the activities. Ms. Desha asked the Board to approve a joint PC/PAC parent activity.

Motion by Mr. Troy Luna, seconded by Ms. Knox that the PAC approves a joint parent activity with the Policy Council.

Discussion: The S/H Committee is currently researching parent activities. All Representatives may attend Committee meetings. Representatives who do not sit on the S/H Committee who have ideas for activities need to inform the Committee right away. The Committee will make a decision the second Wednesday (8th) in June.

Show of hands vote: Ayes, 18. Nays, 0. Abstentions, 1 (Ms. Vandermolén). Motion carried.

IV. Information Items

A. Standing Information

➤ Parent/Staff Recognitions

The staff at Countrywood Early Learning Center were recognized by Ms. Karen Gonzales, Head Start Manager, and Ms. Denise Lee, Head Start Deputy Director.

Ms. Gonzales shared that Countrywood has four classes, 80 children, and is located in an apartment complex on Mack Road. There has been high crime, drug, and gang activities occurring near the center, including a shooting in the complex on April 23rd, in which the center was locked down until cleared by the police. Staff was recognized for remaining calm and making the children’s safety their first priority. Since the shooting staff has

partnered with parents, community, private security, and local police to look at safety procedures.

All Countrywood staff present introduced themselves.

Ms. Lee recognized Countrywood staff for continuing to work and provide quality service, despite not knowing what they will face day to day in this environment. She thanked staff for showing courage and confidence while putting the children's safety above their own.

Ms. Nora Morales, Associate Teacher, brought 28 parent letters of concern to share with the Board what they think is needed at Countrywood. She asked that SETA please keep security so staff, parents, and children don't become statistics.

(A 5-minute break was called to make corrections to *Action Item B, Background Information.*)

(Meeting resumed at 10:04 a.m. Ms. Eva Borja arrived at 9:36 a.m. and will provide Spanish translation for Ms. Laura Mesa.)

III. Action Items (Continued)

- A. Approval to Submit an Application to the Administration for Children and Families (ACF) for American Recovery and Reinvestment Act (ARRA)/Early Head Start Expansion Grant for 2010 (Year 2). Application documents attached.

The attached Background Information was replaced; a corrected (slots/dollar amount) version was distributed to the Board.

SETA was awarded \$2,304,373 to provide 196 expansion slots for Early Head Start services to pregnant, low-income women, infants, toddlers and their families. SETA is already operating in the 196 slots under the ARRA Expansion Grant and is applying for Year 2. SETA is hopeful to be able to keep it as its base funding, but it is only promised for Year 2, beginning September 29, 2010, ending September 11, 2011.

SOP (SETA Operated Program) and two Delegate Agencies (Sac City U.S.D and San Juan U.S.D) currently operate Early Head Start. In Year 1, SOP joined with two new partners; River Oaks Center for Children (ROCC), and Sacramento County Office of Education (SCOE), to expand services to children with disabilities, in severe mental health crisis, and/or at high risk of CPS (intervention). One of the priorities was reaching high-risk populations. Combined Summary, Budget, Narrative attached.

Motion by Ms. Mukeya Richardson, seconded by Ms. Kiesha Spriggs, to approve to submit an application to the Administration for Children and Families (ACF) for American Recovery and Reinvestment Act (ARRA)/Early Head Start Expansion Grant for 2010 (Year 2). No discussion.

Show of hands vote: Ayes, 19. Nays, 0. Abstentions, 2 (Mr. Luis Ramos and Ms. Vandermolen).

Revote: 18/0/2 (Ramos, Vandermolen). Motion carried.

IV. Information Items (Continued)

- A. Standing Information (Continued)

➤ Introduction of Newly Seated Representatives

New Representatives, Ms. Lashonda Tablit, Florin Meadows Head Start, and Mr. Kareme Wilson, Sharon Neese Head Start, introduced themselves.

➤ Parent/Family Support Unit Calendar of Events, PC/PAC Calendar of Events

Ms. Vandermolten referred the Board to the attached Calendars, which include dates of upcoming meetings/events. Ms. Alma Hawkins explained that *Transitions: Life After Head Start – What Next?* (Wednesday, June 9th, 11:00 a.m., Sequoia Room) has to do with going to kindergarten, as well as life transitions.

Ms. Vandermolten named all PAC Representatives who sit on the various Committees. (See Committee list distributed.)

➤ Fiscal Monthly Report/Corporate Card Monthly Statement of Account

Mr. Roy Kim reported for Mr. Roger Bartlett. SETA is a little under spent. The program is taking measures to make sure funds are spent by the end of the year. All fiscal reports are attached.

➤ SETA Operated Program Monthly Enrollment/ADA Reports for March attached.
✓ SOP Enrollment Report for School Year 2009-2010 for the month of April attached. Call Ms. Elsie Bowers at 263-3920 with questions.

➤ Child Care Center Food Menu (Attached)

➤ Community Resources – PAC Representatives/Staff

Ms. Vandermolten shared that the Sacramento Public Libraries offer a variety of free summer programs/activities (kids, teens, adults, families), including reading groups, storytime, face painting, henna tattoos, games and crafts, movie nights, musicians, and puppet theaters. Flyers of activities distributed. (Contact local branches for activities offered.) The Arden-Dimick Library is having an Autism Family Night, June 11th, 6-9 p.m. Flyer distributed.

UA Arden Fair 6, 2010 Free Family Film Festival, offers free movies every Tuesday, Wednesday and Thursday at 10 a.m. (Flyer distributed.) Contact Regal Theaters for details/listings.

Barnes and Nobles is offering a program where children can earn a free book for reading eight books and completing a worksheet. The Arden Fair store has 2 p.m. storytime and events every Saturday.

Mr. Goodwin commented that when the Board receives the current center food menu in the PAC agenda the month is almost over. He asked if the next month's menu could be included with the current month's. Ms. Campos shared that the menu is available on the web a week before the new month. Go to the Head Start web page, click on Nutrition; the menu is on the side bar.

B. Governing Board Minutes of Special Meeting, April 1, 2010 (Attached)

V. Committee Reports

➤ Executive Committee report read by Ms. Vandermolten.

➤ Budget/Planning Committee – No report.

➤ Personnel/Bylaws Committee – Ms. Vandermolten reported that the Committee just completed reading through the PAC Bylaws and will read through the PC Bylaws before making any amendments.

➤ Social/Hospitality Committee – Ms. Vandermolten reported that the Committee discussed and decided upon August as the activity month. They hope to come up with a good activity out of the many ideas shared. The age limit is 18 and over.

- Early Childhood Development and Health Services Committee and Parent/Family Support Committee (AKA Child Safety Committee) – No meetings.
 - ✓ Emergency Preparedness for Families (Subcommittee) – No meetings.
- Monitoring and Evaluation Committee (AKA Self-Assessment Committee) – No report.
- Male Involvement Committee – Mr. Troy Luna reported that there were over 60 participants at the *Daddy and Me at the Discovery Museum Gold Rush History Center* activity. The event was free, with free lunch. It was a fun day. Activities included gold panning and seeing how Sacramento looked from the 1800's forward. The next Committee meeting is May 28th, Redwood Room, when they will discuss the June activity.
- Community Partnerships Advisory Committee (CPAC) – No report.
- Health Services Advisory Committee (HSAC) – No meeting.

VI. Other Reports

- Chair's Report – Ms. Vandermolén reported that there are new mileage forms, revised for carpooling. Indicate "yes" if traveling with another Representative. Only the Representative who drives will be reimbursed when carpooling.

New Mileage and Child Care Reimbursement forms with Representatives' names/addresses were provided. Representatives were asked to complete reimbursement forms prior to meetings, and to bring completed forms to the meetings.

Ms. Richardson pays for child care for two children. She questioned why SETA asks on the form how many children Representatives have when SETA does not reimburse per child, but reimburses a flat \$8 per hour. Ms. Marie Desha explained that SETA requests each child's name and age for auditing purposes and to assure age-eligibility. Ms. Lee explained that the feds gave a new directive on how they want reimbursements managed. Reimbursement is not for each child, but SETA needs to keep record of that the same way as with the enrollment application, which asks the number of children there are in the home, to assure guidelines are being met in the case of an audit. Ms. Richardson just learned yesterday that she would not be reimbursed for the amount paid for two children and had to find new child care. She asked if SETA can make this policy known to all Representatives in the beginning. When parents are asked if they would like to sit on the PAC, center staff tells parents there is a \$30 reimbursement. Ms. Desha will provide Ms. Richardson with a copy of the reimbursement policy. All reimbursement information is discussed at Orientation, is available in the PAC Bylaws, and in the Parent Resource Manual. Bus fair to meetings is reimbursed.

Ms. Vandermolén announced that attaché cases are available to Representatives who have not received one, and Resource Manuals are available for two-week checkout. Sign-out sheet provided. Ms. Desha shared she will look at dates/times to hold another new Representative Orientation.

Representatives were asked to see Ms. Vandermolén after the meeting for birthday/ phone number/address updates.

- Policy Council Report(s) – Mr. David Quintero, Ms. Kelly Martin, Ms. Mary Brown, Ms. Katherine Yaipen-Faulter, Ms. Kara Mann and Ms. Yvette Hernandez

Ms. Brown reported that the PC basically hears the same information and votes separately (from the PAC); the only difference was last month, when the PC discussed and approved the meeting time change. After a one-month trial, it was voted to keep the PC meetings at 1:00 p.m. until the time needs to be changed.

➤ Head Start Deputy Director's Monthly Report (Distributed)

Ms. Lee highlighted topics from the Monthly Head Start Report, April 2010 handout. SETA has a gifted and talented grant writer, Ms. Robyn Caruso, Program Officer, who brought in two new grants: Infant/Toddler Resource Grant, \$7,227; and Facilities Improvement Grant, \$37,656. These funds, along with the other grants, will help offset the regular grant.

In the fall of 2007, 12 SETA Head Start staff members participated in the first CSUS/SETA Head Start BA cohort three-year program. All 12 staff members graduated Friday with their BA degree.

In the past staff has been able to verify that they viewed income-eligibility documentation for enrollment. Due to new federal government requirements, effective immediately, SETA is now photocopying income documentation. These copies will be kept in the Administrative Office and not at the centers. Ms. Lee encouraged Representatives to read the entire Monthly Report.

Ms. Brown asked for an update on the Reprogramming Request approved by the PAC last month. Ms. Lee reported that she spoke with ACF last Monday. The documents have not been reviewed, but will be shortly. She expects to hear back in the positive before the monies expire and will provide an update to the Board.

➤ Managers' Reports

- Child Development and Education Services Monthly Report – Ms. Karen Gonzales

✓ Region Monthly Reports

Ms. Gonzales referred the Board to the regional fiscal reports attached in the agenda. As the weather gets nicer, there are a lot more field trip requests coming in.

✓ Monthly Head Start Reports

SETA is a month into the Oral Curriculum. Parents should be seeing the new Alpha Friends, etc., in the classrooms, and lesson plans should have a different look. If not, ask teacher about it.

Ms. Gonzales will be soliciting parents to give feedback on Emergency/Disaster Preparedness. Ms. Betsy Uda, Program Officer, is working on the Committee and getting feedback. (Sign-up sheet distributed.) Contact her with feedback or questions at 263-3737.

Ms. Gonzales has a new Education Coordinator, Ms. Denise Gale. Ms. Gale has worked with the Agency for about 10 years as a Teacher, a monitor, and with the new Expansion project.

There will be a Child Development & Health Services Committee meeting Friday, June 11th, 9:30 a.m.

- Program Support Services Monthly Report – Ms. Brenda Campos reported that SETA purchased nine new dishwashers for centers that needed them and can now use plastic cups and plates to reduce the cost of paper products.

SETA participates in the USDA Food Program, which is the CACFP (Child and Adult Care Food Program) in California, as part of the Performance Standards. One of the requirements is that parents be informed of the food menus. Rather than assume the cost of providing paper copies of menus for all children (over 3,000 copies), SETA chose to post menus monthly in each classroom, in the center parent area, as well as to post on the web. Parents may request their own copy at the center, but are asked to be aware that this costs the Agency more money. When SETA receives its three-year audit in 2011, it needs to show a procedure is in place, and that parents know how to access the menus. Ms. Campos asked Representatives to look for menus out at their centers

to make sure they're there. In addition to providing healthy food for children, SETA has to accommodate food restrictions based on food allergies, medical reasons, and personal or religious preferences. Ms. Campos is working with staff to devise a plan and will institute a "no outside food" policy in July (to include food at Socializations). Ms. Brown asked that when the new policy is brought to the PAC that it be covered under its own agenda item to allow for discussion. Ms. Campos replied that this policy will be discussed and planned at the Food Committee meetings. If parents have comments, suggestions, ideas, concerns, etc., they are encouraged to attend the meetings. Ms. Campos will send Ms. Brown a flyer. The next meeting is in June. See Ms. Vandermolen for children's cookbook of celebration recipes with healthy food. Ms. Campos will address center staff eating unhealthy food in front of the children.

Ms. Prothro shared that Bannan Creek had Dora the Explorer and Spider Man characters come in and talk about healthy eating. She asked what staff checks out and approves the characters prior to their presentation, because Dora had tattoos all over her body. Ms. Gonzales will address that concern.

The Food Services Committee will take under consideration the posting of children's food allergies at each center. Ms. Desha recommended sending out Food Services Committee meeting announcements to the whole PAC Board. Representatives with questions were asked to see Ms. Campos after the meeting with questions. See Ms. Vandermolen if interested in sitting on the Food Services Committee.

Ms. Campos provided an update on the ARRA funding received for Deferred Maintenance. Hillsdale, LaVerne Stewart, and Freedom Park had things done to the playground area last week. SETA received funding for a new modular at Bannan Creek and Bright Beginnings. A modular is being built for Bannan. The school district will be digging up the ground and getting it ready for the first week in June, and the new modular is planned to be delivered the first week in August, with the target date of mid October to open. There will have to be a school break period due to utilities being closed off. Parents will receive advance notice, and accommodations will be made for the children during this period. Bright Beginnings will not happen as quickly as Bannan Creek, but parents will be updated.

In the first week of October, as part of ARRA funding, there will be an EHS Family Health Community Day, Jean Harvie Community Center. Ms. Campos was invited to attend the Walnut Grove parent meeting on Thursday to see what parents want to be on the committee to get a variety of agencies, resources, to make it a health fair, with activities, etc. It will include all of the centers, and SETA's partners and Delegates will be invited. This event will highlight health education, and will be bilingual and bicultural. Saturday, October 2nd, is the date planned.

- Parent/Family Support Report – Ms. Lisa Carr – No report.

VII. Public Participation – No cards received.

VIII. Adjournment

Discussion: Ms. Burgess shared that there is a high Spanish-speaking population at her center, and it is difficult to communicate with them. There is a (Rosetta Stone) CD available for Spanish speakers to learn English, but no CD available for English speakers to learn Spanish. Ms. Lee will find out where SETA is in the process of buying other language CD's and report back.

Meeting adjourned at 11:25 a.m.

ITEM III-A – ACTION

**APPROVAL TO ROLL-OVER FISCAL YEAR 2009-2010 SUPPLEMENTAL TRAINING
AND TECHNICAL ASSISTANCE FUNDS TO FISCAL YEAR 2010-2011**

BACKGROUND:

SETA Head Start/Early Head Start is seeking approval to carryover up to \$198,000 in PY2009-2010 Supplemental Training and Technical Assistance funds to PY2010-2011. Staff will notify the board of the actual amount carried over.

Supplemental Training and Technical Assistance funds were awarded to SETA for reimbursement of tuition and books for AA or BA college course work for Head Start Teacher and Associate Teachers. The reason T/TA funds were under-spent is due to the availability of additional funds SETA received under the American Recovery and Reinvestment Act for the same purposes.

Funds to be carried over will include reimbursement for tuition, books, parking and relief time. Funds are county wide and will be available for each delegate agency.

Additional information will be provided by Ms. Denise Lee, Head Start Deputy Director.

RECOMMENDATION:

That the Parent Advisory Committee approves the roll-over of Fiscal Year 2009-2010 Supplemental Training and Technical Assistance Funds to Fiscal Year 2010-2011 up to \$198,000.

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

ITEM-B – ACTION

**APPROVAL TO SUBMIT A PROPOSAL TO DHHS/ACF/OHS FOR
AMERICAN RECOVERY AND REINVESTMENT ACT FUNDS –
EARLY LEARNING MENTOR COACHES**

BACKGROUND:

The Administration for Children and Families (ACF), Office of Head Start (OHS), announced the availability of funds under the American Recovery and Reinvestment Act of 2009. Approximately \$25 million will be available for a project period of 17 months to be competitively awarded to current Head Start /Early Head Start agencies for Early Learning Resource Coaches. Up to 150 grants will be awarded with a maximum award of \$225,000 per project period. Funds will be used to pay resource coaches who will provide job guidance, technical assistance and training to teachers and home visitors. The overall goal of the resource coaches will be to improve the qualifications and training of teaching staff; assist grantees to promote positive, sustained outcomes for children and promote career development in Head Start grantees. It is anticipated that the work of the coaches will include topics such as ongoing child assessment and its connection to teaching and learning; curriculum implementation; strategies for improving teacher child interactions; and, effective strategies for working with culturally, linguistically, developmentally and age diverse groups of children.

Ms. Denise Lee will provide an oral report and be available to answer questions.

RECOMMENDATION:

That the Parent Advisory Committee approves to submit a grant application in the amount of \$225,000 for the Early Learning Mentor Coaches project funded by the DHHS, Administration for Children and Families, Office of Head Start through American Recovery and Reinvestment Act of 2009.

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

ITEM-C – ACTION

**APPROVAL TO SUBMIT A BUDGET MODIFICATION REQUEST FOR
HEAD START BASIC FUNDS**

BACKGROUND:

Over the current year, the Head Start Program has experienced significant cost savings, particularly in the Fringe Benefits and Other (occupancy and nutrition) categories of the budget, and current fiscal projections reflect that the grant will not be fully spent at the end of the grant period of July 31, 2010.

The reasons for the cost savings are as follows:

- Fringe Benefits: increased use of substitute teachers which do not receive fringe benefits.
- Occupancy: improved oversight of rent, janitorial and building maintenance costs.
- Nutrition: improved oversight and control of food costs and increase in number of reimbursable meals.

In order to maximize program funds, staff is recommending a budget modification to direct a portion of the cost savings to replace technology and classroom supplies, and move the remainder to the Personnel category, which will increase significantly upon approval of the proposed labor agreement.

The budget modification request will be sent under separate cover.

Mr. Roy Kim, Fiscal Chief, will provide an oral report and be available to answer questions.

RECOMMENDATION:

That the Parent approves the submission of a budget modification request for Head Start Basic funds, transferring a total of \$820,000 among budget cost categories. Total grant funds will remain the same.

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

ITEM III-D – ACTION

APPROVAL OF LABOR AGREEMENT

BACKGROUND:

The American Federation of State, County, and Municipal Employees (AFSCME) and the Sacramento Employment and Training Agency (SETA) have been in negotiations meetings since March 2010. A tentative agreement has been reached with the three (3) bargaining units represented by AFSCME and voted upon. The units of the Agency are Clerical, Technical, and Analytical; Supervisory; and Head Start. The voting was not completed prior to the preparation of this agenda item. Therefore, staff will make a short report identifying the outcome of the vote taken.

The SETA Governing Board will take action at their July 1, 2010 meeting.

The major provisions of the agreements between SETA and AFSCME are outlined on the following page and cover a three year period. There is “re-opener” clause for years 2 and 3. The tentative agreement covers that period of July 1, 2010 through June 30, 2013.

Staff will be available to answer questions.

RECOMMENDATION:

That the Parent Advisory Committee approves the labor agreements effective July 1, 2010 – June 30, 2013.

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

Highlights of Tentative Agreement

Wages

Regular employees employed on June 1, 2010 shall receive a lump sum of \$1200 paid July 2010 (exact date to be determined), Reopener May 15, 2011, Reopener May 15, 2012.

Medical

Effective January 2, 2011; \$25 increase for employee only to \$470/month, \$50 increase for employee plus dependents to \$730; Reopener May 15, 2012.

Vacation

Increase vacation cap from 400 to 480 hours of accrued leave. Employees cease to accrue vacation once they reach the 480 cap until they either cash out or take vacation time off.

Transfers

Employees may request an additional 5 days to the existing 5 day notice before an involuntary transfer is effective if they have childcare or transportation issues.

Catastrophic Leave

Catastrophic leave time may now be donated in 1 hour increments on an hour for hour basis instead of a dollar for dollar basis. This means if someone donates 6 hours the receiving employee gets 6 hours.

Parental Leave

Medical substantiation must be provided in order for an employee to use sick leave during extended parental leave.

Sick Leave

Remove the language in the Personnel Policies regarding placing an employee on sick leave restriction when their balance falls below 40 hours. Add language that states that an employee must be counseled, in writing, prior to being placed on sick leave restriction, and creates a process to be used by supervisors and managers when dealing with an employee who has sick leave problem of either abuse or excessive use.

Head Start Substitute Teacher Allowance

An Associate Teacher may substitute for an EHS Educator or Site Supervisor; an EHS Educator may substitute for a Site Supervisor.

Reduced Work Schedule

- Allows for a reduced work schedule up to two (2) days per month, but not more than twenty-four (24) days in a twelve (12) month period.
- Work schedules may be reduced up to sixteen (16) hours per month for a period up to twelve (12) months due to lack of work, lack of funds, abolishment or reclassification on positions.

FMLA/CFRA and Pregnancy Disability Leave

Create a Side letter of agreement that states that the Union and SETA will meet during the coming year to discuss and develop comprehensive policies for FMLA/CFRA and Pregnancy Disability Leave.

Leave of Absence Without Pay

Employees returning from protected leave will return to his/her classification and the site assignment at the time of their leave. Those employees returning after their protected leave and not exceeding twelve (12) months may return to their classification only. If the position is to be filled on a permanent basis, the employee shall be so advised prior to the leave.

ITEM IV-A – INFORMATION

STANDING INFORMATION

BACKGROUND:

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

- Introduction of Newly Seated Representatives
- Parent/Family Support Unit Calendar of Events – Ms. Jeanine Vandermolen
- PC/PAC Calendar of Events – Ms. Jeanine Vandermolen
- Parent/Staff Recognitions – Ms. Jeanine Vandermolen/Ms. Dina Patterson
- Fiscal Monthly Report/Corporate Card Monthly Statement of Account –
 Mr. Roger Bartlett
- Program Content Area/Mental Health Report – Ms. Marilyn Palmer
- SETA Operated Program Monthly Enrollment/ADA Report – Ms. Elsie Bowers
 - ✓ SOP Enrollment Report for School Year 2009-2010 (May)
- Child Care Center Food Menu (Attached)
- Community Resources – PAC Representatives/Staff –
 Ms. Jeanine Vandermolen

NOTES:

PC/PAC CALENDAR OF EVENTS

EVENT

DATE

PAC Executive Committee Meeting	Thursday, June 24, 2010 9:00 a.m. 925 Del Paso Blvd. Olympus Room
PC/PAC Personnel/Bylaws Committee Meeting	Thursday, June 24, 2010 10:00 a.m. 925 Del Paso Blvd. Olympus Room
Male Involvement Committee Meeting	Friday, June 25, 2010 11:00 a.m. 925 Del Paso Blvd. Redwood Room
PC Executive Committee Meeting	Thursday, July 1, 2010 9:00 a.m. 925 Del Paso Blvd. Olympus Room
Social/Hospitality Committee Meeting	July 7, 2010 1:00 p.m. 925 Del Paso Blvd. Olympus Room
Food Services Committee Meeting	July 8, 2010 9:00 a.m. 925 Del Paso Blvd. Oak Room
PC/PAC Budget/Planning Committee Meeting	Friday, July 9, 2010 9:00 a.m. 925 Del Paso Blvd. Oak Room
Early Childhood Development & Health Services (aka Child Safety Committee) Emergency Preparedness for Families Subcommittee Meeting	Friday, July 9, 2010 9:30 a.m. 925 Del Paso Blvd. Redwood Room
PC/PAC Budget/Planning Committee	July 13, 2010 9:00 a.m. 925 Del Paso Blvd. Redwood Room

SETA OPERATED PROGRAM MONTHLY ENROLLMENT/ADA REPORT FOR APRIL 2010

TRACK I

Standard Option - Up to 6 hours/day, 5 days/week						
Center Name	Annual Funded Enrollment	Current Funded Enrollment	Current Enrollment	Total Days	ADA	%ADA
Auberry Park	40	20	20	20	20	100%
Bannon Creek	80	40	40	19	40	100%
Center of Praise	40	20	20	20	20	100%
Country Woods	80	40	39	18	38	95%
Florin Meadows	40	20	19	19	19	95%
Freedom Park	120	60	60	19	58	97%
Fruitridge	80	40	40	20	38	95%
Galt	120	60	60	20	59	98%
Grant Skills	80	40	39	19	40	100%
Grizzly Hollow	40	20	19	20	18	90%
Hillsdale	80	40	40	19	38	95%
Hopkins Park	80	40	39	19	38	95%
Kennedy Estates	40	20	19	20	18	90%
LaVerne Stewart	40	20	18	20	19	95%
Mather	40	20	20	20	19	95%
Nedra Court	80	40	36	20	35	88%
New Helvetia II	40	20	19	19	18	90%
Northview	40	20	19	19	18	90%
Solid Foundation	40	20	20	19	20	100%
Strizek Park	40	20	19	19	19	95%
Vineland	40	20	20	19	20	100%
Walnut Grove	40	20	20	20	19	95%
TOTAL	1320	660	645	Varied	631	96%

Full Day Option - More than 6 hours/day, 5 days/week						
Center Name	Annual Funded Enrollment	Current Funded Enrollment	Current Enrollment	Total Days	ADA	%ADA
Broadway	40	20	22	19	17	85%
Crossroad Gardens	40	20	19	20	19	95%
Illa Collin	40	20	18	20	18	90%
Job Corp	40	20	20	19	18	90%
La Riviera	40	20	22	20	21	105%
Mather	40	20	21	20	21	105%
Norma Johnson	40	20	20	19	19	95%
Northview	40	20	21	19	20	100%
Phoenix Park	40	20	20	20	18	90%
Sharon Neese	40	20	20	19	19	95%
TOTAL	400	200	203	Varied	190	95%

Home Base Option						
Center	Annual Funded Enrollment	Current Funded Enrollment	Current Enrollment	Weekly Home Visits		
Home Base	60	30	36	1	12	27
TOTAL	60	30	36	0	0	27

Therapeutic Pre-School Option - Up to 4 hours/day, 4 days/week						
Center Name	Funded Enrollment	Current Enrollment	Total Days	ADA	% ADA	
Crossroad	10	10	16	10	100%	
Sharon Neese	10	8	15	8	80%	
TOTAL	20	18	Varied	18	90%	

SETA OPERATED PROGRAM MONTHLY ENROLLMENT/ADA REPORT FOR APRIL 2010

TRACK III

Standard Option - Up to 6 hours/day, 5 days/week						Full Day Option - More than 6 hours/day, 5 days/week					
Center Name	Funded Enrollment	Current Enrollment	Total Days	ADA	% ADA	Center Name	Funded Enrollment	Current Enrollment	Total Days	ADA	% ADA
Auberry Park	20	19	20	20	100%	Bannon Creek	20	20	19	19	95%
Bright Beginnings	80	79	20	79	99%	Broadway	20	21	19	18	90%
Center of Praise	20	19	20	20	100%	Center of Praise	20	20	20	18	90%
Country Woods	40	39	20	39	98%	Crossroad Gardens	20	20	20	18	90%
Florin Meadows	20	20	19	20	100%	Freedom Park	40	42	19	41	103%
Freedom Park	20	20	19	20	100%	Fruitridge	20	20	20	20	100%
Galt	60	60	20	58	97%	Grant Skills	20	21	19	21	105%
Grant Skills	40	39	19	39	98%	Hillsdale	40	38	19	38	95%
Grizzly Hollow	20	20	20	20	100%	La Riviera	20	20	20	19	95%
Hillsdale	40	40	19	37	93%	Mather	20	21	20	21	105%
Hopkins Park	40	40	19	38	95%	Norma Johnson	20	22	19	18	90%
Kennedy Estates	20	19	20	19	95%	Northview	20	21	19	21	105%
LaVerne Stewart	20	20	20	20	100%	Phoenix Park	20	19	20	19	95%
Mather	20	19	20	18	90%	Sharon Neese	20	20	19	18	90%
Nedra Court	20	19	20	20	100%	TOTAL	320	325	272	309	97%
New Helvetia II	20	19	19	18	90%						
Northview	20	20	19	19	95%	Home Base Option					
Solid Foundation	40	40	19	40	100%	Funded		Current			
Strizek Park	20	20	19	19	95%	Center Name	Enrollment	Enrollment	Weekly Home Visits	Socializations	
Vineland	20	20	19	20	100%	Home Base	30	24	16 24 21 20	2	
Walnut Grove	20	18	20	19	95%						
TOTAL	620	609	Varied	602	97%						

SETA OPERATED PROGRAM MONTHLY ENROLLMENT/ADA REPORT FOR APRIL 2010

TRACK V

Extended Option - Up to 6 hours/day, 5 days/week					
Center Name	Funded Enrollment	Current Enrollment	Total Days	ADA	% ADA
Parker	12	10	20	10	83%
TOTAL	12	10	Varied	10	83%

AARA Expansion- Up to 4 hours/day, 5 days/week					
Center Name	Funded Enrollment	Current Enrollment	Total Days	ADA	% ADA
Whispering Pines	20	20	20	20	100%
TOTAL	20	20	Varied	20	100%

Early Head Start - Center Base Option					
Center Name	Funded Enrollment	Current Enrollment	Total Days	ADA	% ADA
Crossroad Gardens	8	7	20	7	88%
Grizzly Hollow	8	7	20	8	100%
Job Corp	16	16	19	15	94%
La Riviera	16	16	20	13	81%
Mather	8	6	20	5	63%
New Helvetia I	16	16	19	15	94%
Norma Johnson	8	6	19	6	75%
Northview	8	6	19	6	75%
Phoenix Park	8	8	20	8	100%
Sharon Neese ELC	8	8	19	7	88%
TOTAL	104	96	Varied	90	87%

Early Head Start - Home Base Option								
Center	Funded Enrollment	Current Enrollment	Weekly Home Visits				Socializations	
Home Base	109	110	3	67	74	73	60	2
TOTAL	109	110	3	67	74	73	60	2

AARA EHS Expansion- Home Base Option								
Center	Funded Enrollment	Current Enrollment	Weekly Home Visits				Socializations	
EHS SOP	36	32	0	21	19	20	16	3
River Oak	60	61	14	32	40	45	39	1
SCOE	36	34	7	22	16	21	19	2
TOTAL	132	127	21	75	75	86	74	6

Head Start - Home Base Option								
Center	Funded Enrollment	Current Enrollment	Weekly Home Visits				Socializations	
Home Base	12	12	0	9	9	5	9	2
TOTAL	12	12	0	9	9	5	9	2

SOP ENROLLMENT REPORT FOR SCHOOL YEAR 2009-2010

Site	Loc Id	Track II	# Enrolled 5/31/10	# Present 5/31/10	# Absent 5/31/10	# Term W/I 30 days
Off Track		1				
Off Track		2				
Off Track		3				
Auberry Park	1238A	1	20	13	7	
Auberry Park	1238B	3	19	15	4	
Bannon Creek	1200A	1	20	14	6	
Bannon Creek	1200B	1	19	14	5	1
Bannon Creek	1200X	3	20	15	5	
Bright Beginnings	1201A	3	20	14	6	
Bright Beginnings	1201B	3	20	16	4	
Bright Beginnings	1201C	3	20	15	5	
Bright Beginnings	1201D	3	20	16	4	
Broadway ELC	1246R	3	19	13	6	2
Broadway ELC	1246X	1	20	12	8	1
Center of Praise	1222A	3	20	13	7	
Center of Praise	1222B	1	18	15	3	2
Center of Praise	1222X	3	21	14	7	
Country Woods	1245A	3	19	16	3	
Country Woods	1245B	1	19	15	4	
Country Woods	1245C	3	20	13	7	
Country Woods	1245D	1	19	16	3	1
Crossroad Gardens	1242P	1	10	7	3	
Crossroad Gardens	1242R	3	20	12	8	
Crossroad Gardens	1242U	EHS	8	8	0	
Crossroad Gardens	1242X	1	20	14	6	
EHS-HB OPTION	1230B	EHS	12	7	2	
EHS-HB OPTION	1230C	EHS	12	9	0	
EHS-HB OPTION	1230D	EHS	11	3	2	
EHS-HB OPTION	1230E	EHS	12	7	2	
EHS-HB OPTION	1230F	EHS	4	4	0	3
EHS-HB OPTION	1230G	EHS	12	11	0	
EHS-HB OPTION	1230H	EHS	13	10	1	
EHS-HB OPTION	1230I	EHS	12	5	7	
EHS-HB OPTION	1230J	EHS	13	8	2	
EHS-HB OPTION	1230K	EHS	9	4	1	2
EHS-HB OPTION***	1230L	EHS	11	7	2	1
EHS-HB OPTION***	1230M	EHS	10	3	7	1
EHS-HB OPTION***	1230N	EHS	14	4	5	
Florin Meadows	1251A	3	18	17	1	2
Florin Meadows	1251B	1	18	15	3	2

SOP ENROLLMENT REPORT FOR SCHOOL YEAR 2009-2010

Site	Loc Id	Track II	# Enrolled 5/31/10	# Present 5/31/10	# Absent 5/31/10	# Term W/I 30 days
Freedom Park	1239A	1	20	13	7	
Freedom Park	1239B	3	19	11	8	
Freedom Park	1239C	1	20	14	6	
Freedom Park	1239D	1	20	15	5	
Freedom Park	1239R	3	21	17	4	
Freedom Park	1239X	3	21	16	5	
Fruitridge	1216A	1	20	18	2	
Fruitridge	1216B	1	20	13	7	
Fruitridge	1216X	3	19	18	1	1
Galt	1234A	3	20	14	6	
Galt	1234B	3	19	11	8	1
Galt	1234C	1	20	13	7	
Galt	1234D	1	20	17	3	
Galt	1234E	1	20	17	3	
Galt	1234F	3	19	14	5	1
Grant Skills	1217A	1	19	18	1	1
Grant Skills	1217B	3	19	11	8	1
Grant Skills	1217C	1	19	17	2	
Grant Skills	1217D	1	20	17	3	
Grant Skills	1217X	3	21	16	5	
Grizzly Hollow	1252A	3	20	13	7	
Grizzly Hollow	1252B	1	20	13	7	
Grizzly Hollow	1252U	EHS	8	4	4	
Hillsdale	1228A	3	20	13	7	
Hillsdale	1228B	3	20	14	6	
Hillsdale	1228C	1	19	10	9	1
Hillsdale	1228D	1	19	14	5	1
Hillsdale	1228R	3	20	13	7	1
Hillsdale	1228X	3	18	17	1	2
Home Base Option	1213A	3	12	12	0	
Home Base Option	1213B	5	12	2	3	
Home Base Option	1213C	3	12	0	0	
Home Base Option	1213D	1	12	8	0	
Home Base Option	1213E	1	11	7	1	
Home Base Option	1213F	1	11	4	2	1

SOP ENROLLMENT REPORT FOR SCHOOL YEAR 2009-2010

Site	Loc Id	Track II	# Enrolled 5/31/10	# Present 5/31/10	# Absent 5/31/10	# Term W/I 30 days
Hopkins Park	1253A	3	20	16	4	
Hopkins Park	1253B	1	20	17	3	
Hopkins Park	1253C	3	19	14	5	1
Hopkins Park	1253D	1	19	16	3	
Illa Collin ELC	1221X	3	18	15	3	1
Job Corp	1237M	EHS	6	5	1	
Job Corp	1237U	EHS	9	4	5	
Job Corp	1237X	1	18	15	3	2
Kennedy Estates	1240A	3	18	14	4	1
Kennedy Estates	1240B	1	19	14	5	1
La Riviera	1241M	EHS	7	7	0	1
La Riviera	1241R	3	20	15	5	
La Riviera	1241U	EHS	8	7	1	
La Riviera	1241X	1	22	17	5	
La Verne Stewart	1219A	3	20	18	2	
La Verne Stewart	1219B	1	17	14	3	1
Mather	1223A	1	20	13	7	
Mather	1223B	3	19	16	3	
Mather	1223R	3	21	14	7	
Mather	1223U	EHS	7	5	2	1
Mather	1223X	1	20	18	2	1
Nedra Court	1244A	1	18	14	4	
Nedra Court	1244B	1	20	17	3	
Nedra Court	1244C	3	18	15	3	1
New Helvetia I-EHS	1212U	EHS	16	10	6	
New Helvetia II-HS	1247A	1	20	14	6	
New Helvetia II-HS	1247B	3	19	16	3	
Norma Johnson ELC	1214R	3	22	16	6	
Norma Johnson ELC	1214U	EHS	8	4	4	
Norma Johnson ELC	1214X	1	20	15	5	
Northview	1224A	3	20	11	9	
Northview	1224B	1	20	9	11	
Northview	1224R	3	21	18	3	
Northview	1224U	EHS	6	6	0	
Northview	1224X	1	21	16	5	
Parker Avenue	1207E	5	10	6	4	


SOP ENROLLMENT REPORT FOR SCHOOL YEAR 2009-2010

Site	Loc Id	Track II	# Enrolled 5/31/10	# Present 5/31/10	# Absent 5/31/10	# Term W/I 30 days
Phoenix Park	1248R	3	19	17	2	
Phoenix Park	1248U	EHS	8	6	2	
Phoenix Park	1248X	1	20	13	7	
River Oak EHS HB***	1280A	EHS	12	4	5	
River Oak EHS HB***	1280B	EHS	6	3	1	
River Oak EHS HB***	1280C	EHS	12	6	2	
River Oak EHS HB***	1280D	EHS	12	5	1	
River Oak EHS HB***	1280E	EHS	14	5	1	
SCOE EHS HB***	1281A	EHS	11	7	2	1
SCOE EHS HB***	1281B	EHS	12	5	2	
SCOE EHS HB***	1281C	EHS	11	6	2	1
Sharon Neese ELC	1249P	1	9	0	9	
Sharon Neese ELC	1249R	1	20	10	10	
Sharon Neese ELC	1249U	EHS	7	3	4	1
Sharon Neese ELC	1249X	3	19	9	10	1
Solid Foundation	1254A	3	20	15	5	
Solid Foundation	1254B	1	20	19	1	
Solid Foundation	1254C	3	20	16	4	
Strizek Park	1225A	3	19	16	3	1
Strizek Park	1225B	1	19	5	14	1
Vineland	1211A	1	20	12	8	
Vineland	1211B	3	19	14	5	
Walnut Grove	1235A	1	20	17	3	
Walnut Grove	1235C	3	19	15	4	
Whispering Pines***	1215A	5	20	17	3	
***ARRA Expansion						
TOTALS			2216	1564	556	46



June 2010 Head Start Menu



 Mon	Tue	Wed	Thu	Fri
	1. [week 3] Breakfast: French Toast and Mandarin Oranges Lunch: Beef Ravioli, French Bread, Spinach Salad with Dressing and Fresh Orange Snack: Ritz Crackers and Fresh Apples	2. Breakfast: Biscuits and Jelly and Diced Peaches Lunch: Chicken Chow Mien ,Rice and Fresh Kiwi Snack: French Toast Sticks and Peach Yogurt	3. Breakfast: Bagelette with Cream Cheese and Applesauce Lunch: Roasted Turkey Sandwich, Zucchini Sticks with Dip, Fresh Tangerine or Strawberries Snack: Cottage Cheese and Pineapple Tidbits	4. Breakfast: Cheerios Cereal and Fresh Oranges Lunch: Turkey Bologna, Whole Wheat Bread, Fresh Sliced Tomato, and Diced Apricots Snack: Orange Juice and Goldfish Crackers
7. [week4] Breakfast: Bran Muffin and Fresh Cantaloupe Lunch: Fiesta Dinner, Tortilla and Tangerines or Strawberries Snack: Cheese- IT Crackers and Halves Apricots	8. Breakfast: Bagel with Cream Cheese and Mixed Fruit Lunch: Teriyaki Chicken, Steamed Rice, Sunomono Salad and Fresh Kiwi Snack: Soft Pretzel and Fresh Apples	9. Breakfast: Granola Cereal and Fresh Bananas Lunch: Spaghetti with Meat and Tomato Sauce, Green Salad with Italian Dressing and Fresh Orange Snack: Rice Cakes and Diced Peaches	10. Breakfast: Fresh Toast and Fresh Apples Lunch: Turkey& Cheese, Roll Up in a Tortilla, Coleslaw, Mango chunks Snack: Bagelette and Grape Juice	11. Breakfast: Rice Krispies Cereal and Diced Apricots Lunch: Tuna Salad Crackers, Fresh Baby Carrots and Cantaloupe Snack: Cinnamon Raisin Bread and Milk
14. [week 5] Breakfast: Corn Flakes Cereal and Fresh Oranges Lunch: Chili Can Carne with Beans, Saltine Crackers and Diced Apricots Snack: Animal Crackers and Milk	15. Breakfast: Pancakes with Maple Syrup and Kiwi Lunch: Chicken Pasta Primavera, California Blend Vegetables and Tangerines or Strawberries Snack: Kix Cereal and Milk	16. Breakfast: Biscuit with Jelly and Diced Peaches Lunch: Cheesy Potato Bake with Chicken, Dinner Roll and Cantaloupe Snack: Granola Cereal and Fruit Mix	17. Breakfast: Oatmeal with Raisins and Pineapple Lunch: Beef Macaroni and Tomato Sauce, Green Salad with Dressing and Fresh Oranges Snack: Bean Dip and Flour Tortilla	18. Breakfast: Raisin Bran Cereal and Fresh Bananas Lunch: Turkey Bologna Sandwich, Broccoli with Dip and Fresh Kiwi Snack: Classic Crackers and Orange Juice
21. [week 6] Breakfast: Crispix Cereal and Fresh Cantaloupe Lunch: Sloppy Joes, Whole Wheat Bun, Whole Kernel Corn and Apricots Snack: Rice Krispies Cereal and Milk	22. Breakfast: Oatmeal Cereal and Fresh Orange Lunch: Baked Chicken, Mixed Vegetables, Whole Wheat Texas Toast and Kiwi Snack: Cottage Cheese and Pineapple tidbits	23. Breakfast: Cinnamon Raisin Bread and Diced Pears Lunch: Salisbury Beef Steak with Gravy, Mashed Potatoes, Dinner Roll and Fresh Cantaloupe Snack: Soft Pretzel and Fruit Mix	24. Breakfast: Bagel & Cream Cheese and Fresh Tangerine or Strawberries Lunch: Refried Beans, Corn Tortillas, Diced Tomatoes and Fresh Bananas Snack: Classic Crackers and Orange Juice	25. Breakfast: Blueberry Muffin and Diced Apricots Lunch: Swiss Cheese Sandwich on Whole Wheat Bread, Broccoli with Dip and Fresh Oranges Snack: Fish Crackers and Milk
28. [week 7] Breakfast: Granola Cereal and Fresh Apples Lunch: Chicken Fried Rice and Fresh Oranges Snack: Cheese Sticks and Classic Crackers	29. Breakfast: Oatmeal and Bananas Lunch: Macaroni & Cheese, Seasoned Green Beans and Strawberries or Tangerines Snack: Blueberry Waffle Grahams and Grape Juice	30. Breakfast: Bran Muffin and Diced Peaches Lunch: BBQ Chicken Sandwich on a bun, Peas & Carrots and Cantaloupe Snack: Soft Pretzel and Diced Pears	<p>Hey Teachers! We would like to remind you that all Preschool meals and some snacks are to be served with 2% Milk and All Toddler meals and some snacks are served with Whole Milk</p> <p>Monday of each week will indicate which menu cycle applies to that week. SETA Head Start has a 7 week menu cycle.</p>	

ITEM IV-B – INFORMATION
GOVERNING BOARD MINUTES

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review the Governing Board minutes of April 29, 2010 attached.

NOTES:

**SPECIAL MEETING OF THE
SACRAMENTO EMPLOYMENT AND TRAINING AGENCY
GOVERNING BOARD**

Minutes/Synopsis

(The minutes reflect the actual progression of the meeting.)

SETA Board Room
925 Del Paso Blvd.
Sacramento, CA 95815

Thursday, April 29, 2010
10:00 a.m.

- I. Call to Order/Roll Call/Pledge of Allegiance:** Mr. Don Nottoli called the meeting to order at 10:04 a.m.

Members Present:

Kevin McCarty, Chair, SETA Governing Board; Councilmember, City of Sacramento (arrived at 10:08 a.m.)
Don Nottoli, Vice Chair, SETA Governing Board; Member, Board of Supervisors
Bonnie Pannell, Councilmember, City of Sacramento
Sophia Scherman, Public Representative
Jimmie Yee, Member, Board of Supervisors

II. Consent Items

The consent calendar was reviewed; no questions or comments.

- A. Minutes of the April 1, 2010 Regular Board Meeting
- B. Approval of Claims and Warrants

Moved/Scherman, second/Yee, to approve the consent calendar as follows:

- A. Approve the April 1, 2010 minutes.
 - B. Approve the claims for the period 3/26/10 – 4/21/10.
- Voice Vote: Unanimous approval with one abstention (Nottoli).

III. Action Items

A. GENERAL ADMINISTRATION/SETA

- 1. Approval to Release of a Request for Proposals for Warehouse/Workshop/ Office Space

Mr. Rod Nishi reviewed this item. The current warehouse lease expires at the end of this calendar year. Facilities and maintenance staff repair Head Start centers/playgrounds and receive products for Head Start. These items are stored at the warehouse for later use in the classroom.

Mr. McCarty arrived at 10:08 a.m.

Target occupancy date is December 1 of this year. The proposal will be released Monday, May 3 with an offerors' conference on May 20. The proposal due date is June 30 and staff is expecting to present the recommendation on August 5. The central office is the hub so warehouse space is being sought nearby.

Ms. Kossick stated that the RFP site location should be corrected to state Del Paso Road.

Mr. Nottoli asked staff to consider working with the city and/or county. The county is pulling back significantly from building leases but there are plenty of county facilities available with modest renovations. Mr. Thatch is not sure whether this would be possible but legal counsel will certainly look at the situation. Mr. Thatch stated that given that this is a joint powers agency, it may be possible to utilize county facilities; the most concern is with federal guidelines. Legal counsel will definitely look for it and report back.

Moved/Pannell, second/Yee, to approve the release of a Request for Proposals (RFP) for warehouse/office space.

Voice vote: Unanimous approval.

VI. CLOSED SESSION: CONFERENCE WITH LABOR NEGOTIATOR

Pursuant to Government Code Section 54957.6

Agency Negotiator: Ed Takach

Employee Organization: AFSCME Local 146

The board recessed into closed session at 10:14 a.m. The board went back into open session at 10:51 a.m.; there was nothing to report out of closed session.

III. Action Items

A. GENERAL ADMINISTRATION/SETA (continued)

2. Approval of Revisions to the Sacramento Employment and Training Agency 2009-2010 Budget

Mr. Roy Kim reported that the agency started the year with a budget of \$91.8 million. The Agency has received an additional \$11.6 million in grants for a total of \$103.4 million. The revised budget reflects increases in the fixed assets category. Staff is using reprogramming funds for classroom and vehicle replacements.

Moved/Yee, second/Pannell, to approve the revised budget for fiscal year 2009-2010.

Roll Call Vote: Aye: 5, Nay: 0, Abstentions: 0.

3. Approval of Out of State Travel to Attend the Institute for Sustainable Communities Climate Leadership Academy on Green Jobs

Ms. Terri Carpenter stated that a team representing City of Sacramento will be one of 15 cities selected to attend the Institute for Sustainable Communities Academy. This is a great opportunity to work with peers to move the green economy forward. The Academy is paying for airfare and hotel for the team.

Moved/Scherman, second/Yee, to approve out of state travel to send Terri Carpenter to represent SETA at the Climate Leadership Academy on Green Jobs on May 24-26, 2010 in Washington, D.C. Airfare and lodging to be paid by the Institute for Sustainable Communities.

Voice Vote: Unanimous approval.

4. Approval of Staff Recommendation for the Adult Vendor Services (VS) List

Ms. Espie Lindsey reviewed this item. No questions or comments.

Moved/Pannell, second/Scherman, to approve the staff recommendation to add CPS Human Resources Services the Adult VS List.

Roll Call Vote: Aye: 5, Nay: 0, Abstentions: 0.

B. WORKFORCE INVESTMENT ACT

1. Approval to Accept Workforce Investment Act Governor's 15% Discretionary Funds for the New Start Program and Augment Subgrantees

Mr. William Walker stated that SETA received additional funds (\$165,174) specifically geared to re-entry clients/parolees at designated Sacramento Works One Stop Career Centers. Staff requests approval to accept the funds and allocate the funds to four career centers that serve the highest number of re-entry clients/parolees.

Moved/Pannell, second/Yee, to:

- Accept \$165,174 in funding from the Employment Development Department to serve Re-Entry customers.
- Approve augmenting and extending the subgrant agreements of Asian Resources, Inc., Sacramento City Unified School District, and Elk Grove Unified School District and for \$13,750 for each to continue funding staff to provide services to New Start customers through September 30, 2010.
- Approve augmentations to the subgrant agreement of the Greater Sacramento Urban League (GSUL) for \$22,917 to operate from May 1, 2010 to September 30, 2010 a New Start Program.
- Approve the addition of \$67,907 for supportive services and scholarships for New Start customers served by this grant.

Roll Call Vote: Aye: 5, Nay: 0, Abstentions: 0.

2. Approval to Accept Temporary Assistance for Needy Families (TANF) Emergency Contingency Funds (ECF) from the Department of Human Assistance for Youth Employment Services, and Authorize the Executive Director to Execute Amendments to the Existing Agreements, and Augment Youth Providers
Ms. Christine Welsch stated that the county of Sacramento receives TANF ECF funds to provide employment services to CalWorks families. The Department of Human Assistance will be requesting to subcontract with SETA at an upcoming Board of Supervisors meeting. Because of the timing and summer vacations, staff is requesting preliminary approval when the Board of Supervisors approves the subcontract. Staff request approval to negotiate with existing providers to ensure providers have enough funds for the summer programs. Ms. Welsch reviewed the programs being recommended for augmentation. It is hoped that with the additional funds, an additional 205 young people will be served.

1. Moved/Yee, second/Scherman, to:

- ♦ Approve the acceptance of up to \$698,507 in TANF ECF funding from the Department of Human Assistance to serve dependent teens;
- 2. ♦ Authorize the Executive Director to execute any amendments; and
- 3. ♦ Approve the augmentation of youth providers.

Roll Call Vote: Aye: 5, Nay: 0, Abstentions: 0.

3. Approval to Procure License for Geographic Solutions' Virtual One Stop System and Authorize the Executive Director to Execute the Agreement and any Related Amendments

Mr. Edward Proctor reported that SETA has been using SMARTware since 1999 to manage the client information at the career centers. In 2003, SETA purchased the product and since 2007 SETA has been maintaining the program. Currently, there are six SMARTware users hosted by SETA.

Mr. Proctor stated that staff is hoping to implement this in late 2010 or early 2011. This product allows our customers and our employers to access this product from their own space/office/home. This creates a virtual one stop.

Moved/Pannell, second/ Scherman, to approve the purchase of a license subscription for use of the VOS system with Geographic Solutions at an annual cost of \$109,834 fixed for the first two years. Subsequent annual license fee increases will be capped at 3% per year tied to the CPI. Subject to review and approval of legal counsel, authorize the Executive Director to execute the necessary agreement to allow for implementation of VOS at SETA's twelve One Stop Career Centers. In addition, authorize the Executive Director to approve up to \$10,000 additional expense for training of 25 staff by Geographic Solutions in Sacramento.

Roll Call Vote: Aye: 5, Nay: 0, Abstentions: 0.

C. HEAD START

1. Approval of Fiscal Year 2010-2011 Head Start/Early Head Start Budget

Ms. Denise reviewed items 1-6 as follows:

Ms. Lee stated this item requests approval to apply for the annual grant funding. The \$46 million requested includes a prorated COLA. There are no staff layoffs this year. Staff have strategically planned that positions that will not be retained through ARRA funds will move to open positions.

2. Approval of Fiscal Year 2010-2011 Head Start/Early Head Start Grant Application

Ms. Lee reviewed changes to the application. Florin Meadows will close and the children/families will smoothly transition over to the other five SETA-Operated centers nearby.

3. Approval of Fiscal Year 2010-2011 Head Start/Early Head Start Training/Technical Assistance Grant Application to be in Alignment with Established Three-Year Goals

Ms. Lee reviewed the Training/Technical Assistance application and the goals; no questions or comments.

4. Approval of County-wide Head Start/Early Head Start Center Locations

The center locations remain the same; no questions or comments.

5. Approval of Fiscal Year 2010-2011 SETA-Operated Program Tracks

There were no comments on this item.

6. Approval of Fiscal Year 2010-2011 Sacramento County Program Options/Grantee and Delegate Agencies

This item shows the variety of services available to Head Start children and families. SETA is meeting as many needs as possible in the community.

Ms. Pannell commended Head Start staff and stated that she never wants to see a center close; every child should experience Head Start before going to kindergarten.

Moved/Pannell, second/Yee, to approve recommendations as follows:

C-1: Approve the FY 2010-2011 Head Start/Early Head Start Budget.

- C-2: Approve the FY 2010-2011 Head Start/Early Head Start Grant Application.
 - C-3: Approve the FY 2010-2011 Head Start/Early Head Start Training/Technical Grant Application as aligned with established three-year goals.
 - C-4: Approve FY 2010-2011 Head Start/Early Head Start Center Locations.
 - C-5: Approve FY 2010-2011 SETA Operated Program Tracks.
 - C-6: Approve FY 2010-2011 Sacramento County Program Options/Grantee and Delegate Agencies.
- Voice Vote: Unanimous approval.

7. Approval to Submit a Reprogramming Request/Budget Modification for Head Start Program Improvement Funds

Ms. Lee stated that staff applies for every grant that comes available. When extra funds are available, it is applied to health and safety projects. SETA received \$1.6 million in Program Improvement Funds. One project was significantly under budget and staff had the opportunity to distribute under spent funds to other priority items. On Thursday, SETA received \$38,000 from CDE to cover priority #48 and #49 (HVAC at Northview and resurfacing of rubber at Sharon Neese). Elk Grove had first dibs on the Program Improvement Funds since they were under expended. Ms. Robyn Caruso was acknowledged for her expertise in writing and submitting grants for additional funds.

Moved/Yee, second/Scherman, to approve the submission of a reprogramming request/budget modification for Head Start Program Improvement funds in the amount of \$131,801.

Voice Vote: Unanimous approval.

8. Approval to Submit a Budget Modification Request for Head Start Basic Funds

Mr. Roy Kim this is related to the agency budget reviewed earlier in the agenda. The budget modification request also requires approval from the Administration for Children and Families. Mr. Kim reviewed the modifications to the budget.

Moved/Yee, second/Nottoli, to approve the submission of a budget modification request for Head Start Basic funds in the amount of \$460,000.

Voice Vote: Unanimous approval.

9. Approval of SETA Head Start/Early Head Start Self Assessment Results for 2009-2010

Ms. Lee stated that staff received 681 surveys back. A large part of the families are happy with the services provided by our Head Start program. Staff was asked to see if a mobile clinic can be produced. Ms. Lee stated that in the basic budget, funds are available for medical care as "payer of last resort" to pay for medical

coverages. Due to severe budget constraints, the County will significantly cut the services available to low income families.

Ms. Brenda Campos reported that she just returned from the California Head Start Healthcare Institute. Sacramento County is partnering with family nurses and staff will be working with Ms. Caruso to apply for funding for services available to Head Start. Mr. Nottoli encouraged staff to get in touch with County Health Officer Dr. Glennah Trochet to leverage funds.

Moved/Pannell, second/Scherman, to approve the Head Start/Early Head Start Self Assessment results for 2009-2010.

Voice Vote: Unanimous approval.

10. Approval of Out-of-State Travel to Attend the Office of Head Start Child Outcomes Framework Meeting

Ms. Kossick offered to answer questions; no questions or comments.

Moved/Scherman, second/Pannell, to approve out-of-state travel for Ms. Denise Lee to the OHS Invitational Meeting regarding Child Outcomes Framework in May 2010 at limited to no cost to SETA.

Voice Vote: Unanimous approval.

D. COMMUNITY SERVICES BLOCK GRANT: No items.

E. REFUGEE PROGRAMS: No items.

IV. Information Items

A. Fiscal Monitoring Reports: No additional report.

B. Head Start Fiscal Report: No comments.

C. Unemployment Update/Press Release from the Employment Development Department: Ms. Purdy stated that the good news is that there was job growth in February and March but there is still 13.1% unemployment due to extension of unemployment funding. Staff is hoping to see a turnaround soon.

D. Dislocated Worker Update: Mr. William Walker stated that staff received a WARN notice from RT announcing the layoff of 90 individuals. Bridges Behavioral Language is also closing their offices. Ms. Kathy Hamilton, Elk Grove USD, announced that close to 300 layoff notices have been rescinded; it is hoped that more notices will be rescinded soon.

Ms. Purdy stated that staff will be coming to the board in June with extension recommendations. WIA allocations received will be decreased by approximately 10%. SETA is negotiating with the county for one stop costs.

V. Reports to the Board

- A. Chair: No report.
- B. Executive Director: Ms. Kossick distributed a new American Recovery & Reinvestment Act brochure. This brochure was provided to federal hosts at the Cap to Cap trip and highlights ARRA funding and where it was invested in the Sacramento region. Ms. Terri Carpenter was credited for this very well received brochure. Ms. Carpenter did the photography herself; the brochure cost under \$1,000 for the whole project.
- C. Deputy Directors: No report.
- D. Counsel: No report.
- E. Members of the Board: Ms. Scherman requested an unbound board packet sent to her.
- F. Public: No report.

VII. Adjournment: Meeting adjourned at 12:05 p.m.

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, May 25, 2010

GOOD	NEEDS IMPROVEMENT
1. Thank you, Ms. Eva Borja, for translating.	1. Board Members' participation in voting process (making motions and seconds).
2. Thank you, Ms. Degnan, for reminder calls to PAC Representatives to attend the Board meeting.	2. Please address the Chair before asking questions or making motions, or asking for Point of Personal Privilege.
3. Thank you, Parent/Family Support Unit, for recruiting new Board Members.	
4. Thank you for turning off cell phones.	
5. Thank you for cleaning the Boardroom.	

- Budget/Planning Committee
- Personnel/Bylaws Committee
- Social/Hospitality Committee
- Early Childhood Development and Health Services Committee and Parent/Family Support Committee (AKA Child Safety Committee)
 - ✓ Emergency Preparedness for Families (Subcommittee)
- Emergency Preparedness for Families (Subcommittee)
- Monitoring and Evaluation Committee (AKA Self-Assessment Committee)
- Male Involvement Committee
- Community Partnerships Advisory Committee (CPAC)
- Health Services Advisory Committee (HSAC)

NOTES:

ITEM VI – OTHER REPORTS

BACKGROUND:

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

- Chair's Report – Ms. Jeanine Vandermolen
- Policy Council Report(s) – Mr. David Quintero, Ms. Kelly Martin, Ms. Mary Brown, Ms. Katherine Yaipen-Faulter, Ms. Yvette Hernandez, and Ms. Dina Patterson

- Head Start Deputy Director's Monthly Report – Ms. Denise Lee
 - ✓ Monthly Head Start Report (Will be provided at meeting.)

- Managers' Reports
 - Child Development and Education Services Monthly Report – Ms. Karen Gonzales
 - ✓ Region Monthly Reports
 - ✓ Program Content Area/Special Education Report

 - Program Support Services Monthly Report – Ms. Brenda Campos
 - Parent/Family Support Report – Ms. Lisa Carr

NOTES:

SPECIAL EDUCATION REPORT

Sacramento County Head Start/Early Head Start
(As of 01/31/10)

The Special Education Report shows the percentage of enrolled preschool aged children with a diagnosed disability receiving services through an Individualized Education Plan (IEP). For Early Head Start, the Special Education Report shows the number of children ages 0-3 who are receiving early intervention services through an Individualized Family Services Plan (IFSP).

Head Start Program Performance Standards Reference: 1305.6 (c) states that at least 10% of the total number of enrollment in each grantee and delegate agency must be made available to children with disabilities.

<u>Agency/AFE (HS)(EHS)</u>	<u>Head Start #IEP (% AFE)</u>		<u>Early Head Start #IFSP (% AFE)</u>	
Twin Rivers USD (179)	17	(9.5%)	N/A	
Elk Grove USD (380)	57	(15%)	N/A	
Sacramento City USD (1272)(115)	110	(8.6%)	9	(8%)
San Juan USD (680) (129)	52	(7.6%)	20	(15%)
WCIC (100)	3	(3%)	N/A	
SETA (2778) (213)	163	(6%)	28	(13%)
County (5389) (457)	402	(7%)	57 (12.5%)	

AFE = Annual Funded Enrollment

% AFE = Percentage of Annual Funded Enrollment

SPECIAL EDUCATION REPORT

Sacramento County Head Start/Early Head Start
(As of 02/28/10)

The Special Education Report shows the percentage of enrolled preschool aged children with a diagnosed disability receiving services through an Individualized Education Plan (IEP). For Early Head Start, the Special Education Report shows the number of children ages 0-3 who are receiving early intervention services through an Individualized Family Services Plan (IFSP).

Head Start Program Performance Standards Reference: 1305.6 (c) states that at least 10% of the total number of enrollment in each grantee and delegate agency must be made available to children with disabilities.

<u>Agency/AFE (HS)(EHS)</u>	<u>Head Start #IEP (% AFE)</u>		<u>Early Head Start #IFSP (% AFE)</u>	
Twin Rivers USD (179)	17	(9.5%)	N/A	
Elk Grove USD (380)	59	(15%)	N/A	
Sacramento City USD (1272)(115)	110	(8.6%)	9	(8%)
San Juan USD (680) (129)	67	(10%)	23	(18%)
WCIC (100)	10	(10%)	N/A	
SETA (2778) (213)	200	(7%)	33	(15%)
County (5389) (457)	463	(9%)	65	(14%)

AFE = Annual Funded Enrollment

% AFE = Percentage of Annual Funded Enrollment

SPECIAL EDUCATION REPORT

Sacramento County Head Start/Early Head Start
(As of 03/31/10)

The Special Education Report shows the percentage of enrolled preschool aged children with a diagnosed disability receiving services through an Individualized Education Plan (IEP). For Early Head Start, the Special Education Report shows the number of children ages 0-3 who are receiving early intervention services through an Individualized Family Services Plan (IFSP).

Head Start Program Performance Standards Reference: 1305.6 (c) states that at least 10% of the total number of enrollment in each grantee and delegate agency must be made available to children with disabilities.

<u>Agency/AFE (HS)(EHS)</u>	<u>Head Start #IEP (% AFE)</u>		<u>Early Head Start #IFSP (% AFE)</u>	
Twin Rivers USD (179)	17	(9.5%)	N/A	
Elk Grove USD (380)	67	(17%)	N/A	
Sacramento City USD (1272)(115)	110	(8.6%)	9	(8%)
San Juan USD (680) (129)	72	(11%)	23	(18%)
WCIC (100)	10	(10%)	N/A	
SETA (2778) (213)	220	(8%)	33	(15%)
County (5389) (457)	496	(9%)	65 (14%)	

AFE = Annual Funded Enrollment

% AFE = Percentage of Annual Funded Enrollment

SPECIAL EDUCATION REPORT

Sacramento County Head Start/Early Head Start
(As of 04/30/10)

The Special Education Report shows the percentage of enrolled preschool aged children with a diagnosed disability receiving services through an Individualized Education Plan (IEP). For Early Head Start, the Special Education Report shows the number of children ages 0-3 who are receiving early intervention services through an Individualized Family Services Plan (IFSP).

Head Start Program Performance Standards Reference: 1305.6 (c) states that at least 10% of the total number of enrollment in each grantee and delegate agency must be made available to children with disabilities.

<u>Agency/AFE (HS)(EHS)</u>	<u>Head Start #IEP (% AFE)</u>		<u>Early Head Start #IFSP (% AFE)</u>	
Twin Rivers USD (179)	17	(9.5%)	N/A	
Elk Grove USD (380)	68	(18%)	N/A	
Sacramento City USD (1272)(115)	155	(12%)	10	(9%)
San Juan USD (680) (129)	76	(11%)	23	(18%)
WCIC (100)	10	(10%)	N/A	
SETA (2778) (213)	220	(8%)	35	(15%)
County (5389) (457)	546	(10%)	68 (15%)	

AFE = Annual Funded Enrollment

% AFE = Percentage of Annual Funded Enrollment

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 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 Program Parent Advisory Committee meeting is encouraged. Members of the audience are asked to address their request to the Chair if they wish to speak.

NOTES:

ITEM X- ADJOURNMENT

NOTES:
