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Thought for the Day: A dream you dream alone is only a dream.
A dream you dream together is reality.

~ John Lennon

HEAD START/EARLY HEAD START

SPECIAL MEETING OF THE PARENT ADVISORY COMMITTEE

Date: Tuesday, July 19, 2011

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.

AGENDA

- I. Welcome**
 - A. Call to Order/Roll Call 1
 - B. PAC Meeting Attendance Update 2-3
- II. Consent Items**
 - A. Approval of Minutes for Special Meeting of the PAC, June 21, 2011 4
- III. Action Items**
 - A. Election of Policy Council Alternates 5
- IV. Information Items**
 - A. Standing Information 6
 - Introduction of Newly Seated Representatives
 - Fiscal Monthly Report/Corporate Card monthly Statement of Account
 - Parent/Family Support Unit Calendar of Events (Attached)
 - PC/PAC Calendar of Events and Activities (Attached)

	➤ Parent/Staff Recognition	
	➤ Child Care Center Food Menu (Attached)	
	➤ Community Resources - Parents/Staff – Ms. Mary Brown	
B.	SETA Head Start Community Partner Recognition and Appreciation – Ms. Melanie Nicolas	7
C.	Governing Board Minutes of June 2, 2011	8
V.	<u>Committee Reports</u>	9
A.	Executive Committee – Ms. Mary Brown	
B.	Budget/Planning Committee – Ms. Brown	
C.	Personnel/Bylaws Committee – Ms. Rebecca Lewis	
D.	Social/Hospitality Committee – Ms. Mary Brown	
E.	Early Childhood Development and Health Services Committee & Parent/Family Support Committee (AKA Customer Service/Attendance Subcommittee) – Ms. Mary Brown	
F.	Monitoring and Evaluation Committee (AKA Self-Assessment Committee)	
G.	Male Involvement Committee – Mr. Victor Goodwin	
H.	Community Partnerships Advisory Committee (CPAC) – Vacant	
I.	Health Services Advisory Committee (HSAC) – Ms. Yvette Hernandez	
J.	Food Services Committee – Ms. Mary Brown	
VI.	<u>Other Reports</u>	10
	➤ Chair’s Report – Ms. Mary Brown	
	➤ Policy Council Report(s) – Ms. Mary Brown, Ms. Connie Wallace, Ms. Kelly Martin, Ms. Socorro Gutierrez, and Ms. Laura Meza	
	➤ Head Start Deputy Director’s Monthly Report – Ms. Denise Lee	
	✓ Monthly Head Start Report – (Attached)	
	➤ Managers’ Reports	
	✓ Program Support Services Report – Ms. Brenda Campos	
	✓ Parent/Family Support Report – Ms. Lisa Carr	
	✓ Early Child Development and Education Services Report – Ms. Karen Gonzales	
	• Region Reports (Attached)	
VII.	<u>Center Updates</u>	11
VIII.	<u>Discussion</u>	12
IX.	<u>Public Participation</u>	12
X.	<u>Adjournment</u>	12

Distribution Date: Thursday, July 14, 2011

*Parent Advisory Committee (PAC) meeting hosted by PAC Chair:
Chair, Mary Brown
Vice Chair, Tamara Knox
Secretary, Connie Wallace
Treasurer, Socorro Gutierrez
Parliamentarian, Rebecca Lewis*

ITEM I-A – ROLL CALL

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

- ___ Donyea Elmore, Auberry Park Head Start
- ___ Monica Jones, Bannan Creek Head Start
- ___ **Vacant**, Broadway Early Learning Center
- ___ **Vacant**, Countrywood Head Start
- ___ **Vacant**, Crossroads Garden Head Start
- ___ **Vacant**, Early Head Start/ Home Base
- ___ Eloy Anzaldua, Freedom Park Head Start
- ___ Zoila Lucero, Fruitridge Head Start
- ___ **Vacant**, Galt Head Start
- ___ **Vacant**, Grant Skills Center
- ___ **Vacant**, Grizzly Hollows
- ___ **Vacant**, Hillsdale Head Start
- ___ **Vacant**, Home Base
- ___ **Vacant**, Home Base
- ___ Kelly Martin, Hopkins Park Head Start
- ___ **Vacant**, Illa Collin Head Start
- ___ **Vacant**, Job Corps Head Start
- ___ **Vacant**, Kennedy Estates Head Start
- ___ Mary Brown, La Riviera Head Start
- ___ **Vacant**, LaVerne Stewart Head Start
- ___ **Vacant**, Marie Cleveland's Bright Beginnings Head Start
- ___ Melissa Keehley, Mather Head Start
- ___ Praveena Chadhary, Nedra Court Head Start
- ___ Amy Johnson, New Helvetia 2 Head Start
- ___ Connie Wallace, Norma Johnson Head Start
- ___ Erika Contreras, Northview Head Start
- ___ **Vacant**, Parker Avenue Head Start
- ___ **Vacant**, Phoenix Park Head Start
- ___ **Vacant**, Sharon Neese Early Learning Center
- ___ **Vacant**, Solid Foundation Head Start
- ___ **Vacant**, Strizek Park Head Start
- ___ Socorro Gutierrez, Vineland Head Start
- ___ Laura Meza, Walnut Grove Head Start
- ___ **Vacant**, Whispering Pines Head Start
- ___ LaShonda Tablit, Foster Parent Representative
- ___ Rebecca Lewis, Grandparent Representative
- ___ Victor Goodwin, Male Involvement Representative
- ___ Tamara Knox, Past Parent/Community Representative
- ___ Yvette Hernandez, Past Parent/Community Representative

New Representatives to be seated:

- ___ Devon McCracken, Home Base Head Start
- ___ Juan Mozqueda, Elkhorn Head Start
- ___ Misty Sanders, Sharon Neese Head Start

ITEM I- B
PAC MEETING ATTENDANCE UPDATE

The PAC was seated on November 23, 2010
PARENT ADVISORY COMMITTEE MEETING ATTENDANCE PROGRAM YEAR 2010-2011

COMMITTEE MEMBER	CENTER	11/23	12/14	01/25	02/22	03/22	04/26	05/17	06/21	07/19	08/16	09/20	10/18	11/15
Donyea Elmore S/B Seated 02/11	AP				E	E	X	X	X					
Monica Jones Seated 04/11	BC						X	X	X					
Vacant	BLC													
Vacant	COP													
Vacant	CW													
Vacant	CR													
Haley Joslin Seated 11/10	EHS/HB	X	E	X	X	X	X	U	X					
Juan Mozqueda S/B Seated 07/11	EL													
Eloy Anzaldua Seated 04/11	FP						X	X	X					
Zoila Lucero Seated 4/11	FT						X	U	X					
Vacant	G													
Vacant	GH													
Teresa Toscano Seated 4/11	GSC						X	U	U					
Vacant	H													
Devon McCracken S/B Seated 06/11	HB								E					
Vacant	HB													
Vacant	IC													
Kelly Martin S/B Seated 11/10	HP	U	X	X	X	X	X	X	X					
Vacant	JC													
Vacant	K													
Mary Brown Seated 11/10	LAR	X	X	X	X	X	X	X	X					
Vacant	LVS													
Vacant	MCBB													
Melissa Keehley Seated 05/11	M							X	X					
Praveena Chadhary Seated 11/10	NC	X	X	X	X	X	E	X	X					
Connie Wallace Seated 11/10	NJ	X	X	X	X	X	X	X	X					
Amy Johnson Seated 06/11	NH2								X					
Erika Contreras Seated 06/10	NV	X	X	X	X	X	U	AP	X					
Vacant	PA													
Vacant	PP													
Vacant	SF													
Misty Sanders S/B Seated 06/11	SN								E					
Vacant	SP													
Socorro Gutierrez Seated 02/11	V				X	X	E	X	X					
Laura Meza Seated 11/10	WG	X	X	X	X	X	X	X	X					
Vacant	WP													
Lashonda Tablit Seated 11/10	FPR	X	X	X	X	X	X	E	X					
Rebecca Lewis Seated 11/10	GPR	X	X	X	E	X	X	X	X					
Victor Goodwin S/B Seated 04/10	MIR						AP	X	X					
Tamara Knox Seated 11/10	PPR	X	PAC	X	X	E	X	X	X					
Yvette Hernandez Seated 11/10	PPR	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(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. Mary Brown, at 203-3829, or the PAC Clerk, Ms. Lori Black, at 263-4068**

PARENT ADVISORY COMMITTEE - MEETING ATTENDANCE UPDATE
PROGRAM YEAR 2010-2011
(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
CR:	Crossroads Garden	M:	Mather
CW:	Countrywood	MCBB:	Marie Cleveland Bright Beginnings
EHS:	Early Head Start	NJ:	Norma Johnson
EL:	Elkhorn	NC:	Nedra Court
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
S/B:	Should be, or should have been (Seated)

ITEM II-A – CONSENT

**APPROVAL OF MINUTES FOR SPECIAL MEETING
OF THE PARENT ADVISORY COMMITTEE, JUNE 21, 2011**

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review and approve the minutes of the Special PAC Meeting of June 21, 2011.

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

SPECIAL MEETING OF THE HEAD START PARENT ADVISORY COMMITTEE

MINUTES/SYNOPSIS

SETA Boardroom
925 Del Paso Blvd.
Sacramento, CA 95815

June 21, 2011
9:00 a.m.

I. Welcome

A. Call to Order/Roll Call

The meeting was called to order at 9:11 a.m. The Thought for the Day was read. The Pledge of Allegiance was recited. Roll was called; a quorum was confirmed.

Members Present:

Donyea Elmore
Monica Jones (9:59 arrival)
Eloy Anzaldua
Haley Joslin
Zoila Lucero (9:25 arrival)
Kelly Martin (9:25 arrival)
Mary Brown
Melissa Keehley
Praveena Chaudhary
Connie Wallace
Erika Contreras (9:25 arrival)
Socorro Gutierrez
Laura Meza (9:17 arrival)
LaShonda Tablit
Rebecca Lewis
Victor Goodwin (9:16 arrival)
Tamara Knox
Yvette Hernandez

Members Absent:

Teresa Toscano (U)

New Members Seated:

Amy Johnson, New Helvetia II

New Members Absent:

Devon McCracken, Home Base Head Start (E)
Misty Sanders, Sharon Neese Head Start (E)

II. Consent Items

A. Approval of Minutes for Special Meeting of the PAC, May 17, 2011

Motion by Ms. Tamara Knox, seconded by Ms. Praveena Chadhary, to approve the minutes of May 17, 2011.

(Mr. Victor Goodwin arrived at 9:16 a.m. Ms. Laura Meza arrived at 9:17 a.m.)

No discussion.

Show of hands vote: Ayes, 12. Nays, 0. Abstentions 2 (Ms. Mary Brown and Mr. Victor Goodwin). Motion carried.

III. Action Items

A. Approval of Head Start/Early Head Start Supplemental Grant Application for 2011-2012

Backup material mailed to Representatives. Ms. Denise Lee reported that this is a two-year grant application to continue ARRA funds. SETA may be able to keep it overall and put it into its basic funding. The total Supplemental funds (formally called Expansion funds) are just over 3 million dollars for 150 preschool (Head Start) slots and 196 Early Head Start slots. SETA is applying for a full year, but they (the feds) are only fiscally committing to 6 months of funding, which would end in March of 2012. Ms. Lee went over the handouts for HS and EHS. The grant application is due to the feds on July 1st to extend SETA past September 29th of this year. The Delegate Agencies are taking this to their boards so they can submit applications, as well.

Motion by Ms. Rebecca Lewis, seconded by Mr. Goodwin, to approve the Fiscal Year 2011-2012 HS/EHS Supplemental Grant Application.

Show of hands vote: Ayes, 14. Nays, 0. Abstentions, 1 (Ms. Brown). Motion carried.

(Ms. Kelly Martin, Ms. Erika Contreras and Ms. Zoila Lucero arrived at 9:25 a.m.)

Ms. Desha called for Point of Information. Ms. Lucero's friend, Maria Ramos, provided Spanish translation services.

B. Approval of the Policy Council and Parent Advisory Committee Joint Parent Activity

Background information read by Ms. Brown. Information on the Parent Activity Fund attached. There are two annual PC and PAC parent activities. The parent activity budget has \$4,250, Head Start Basic; and \$750, Early Head Start Basic; totaling \$5,000 for parent activities. (Schedule H distributed.) All parent activities must be educational. Ms. Brown referenced some of the past field-trip type parent activities, in addition to the End of Year Appreciation. To better utilize parent activity funds, in the past joint PC/PAC parent activities have been approved by the PAC and PC.

Motion by Ms. Socorro Gutierrez, seconded by Ms. LaShonda Tablit, to approve a joint parent activity with the Policy Council. No discussion.

Show of hands vote: Ayes, 17. Nays, 0. Abstentions, 1 (Ms. Brown). (Second vote yielded the same result.) Motion carried.

C. Election of Policy Council Representative and Alternates

Background information and Policy Council Representative/Alternate responsibilities read by Ms. Brown. (Ms. Brown noted the required correction to the agenda item on page 8, first bullet: Policy Council meeting time of 1:00 p.m. should be changed to 9:00 a.m.)

Motion by Mr. Donyea Elmore, seconded by Ms. Lewis, to elect one Representative and six Alternates to the Sacramento County Head Start Policy Council. No discussion.

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

(Ms. Monica Jones arrived at 9:59 a.m.)

Ms. Brown stated that the only criterion is that you have to have a child in the program.

Ms. Brown knows that Yvette Hernandez' status is going to change. She also shared that Haley Joslin is currently a Policy Council Representative for (EHS/) Home Base (SOP). Ms. Joslin needs to resign from (EHS/) Home Base and go into her center, Sharon Neese. (Sharon Neese currently has a Representative). Ms. Desha will look at it later.

There were no other PAC Representatives interested in the position. Ms. Brown stated that she thought the item should be tabled until the next meeting. Ms. Desha asked if the position could be explained further for additional prospective nominees. Ms. Lewis and Ms. Brown further explained the position. Ms. Hernandez asked how she would be affected once her status changes. Ms. Desha stated that they would discuss it. Ms. Brown called for the tabling of the item.

Ms. Laura Meza nominated herself for Representative.

Ms. Brown shared that Ms. Hernandez was interested in the position and asked what should be done. Ms. Desha shared that Ms. Meza nominated herself for the only Representative position; that there are still Alternate positions vacant. Ms. Brown questioned if the item could move forward since it had been tabled. Ms. Desha stated that since Ms. Brown did not make a motion to table the item, the item could move forward.

As sole Policy Council Representative Nominee, Ms. Laura Meza was elected Representative.

Ms. Amy Johnson was elected first Alternate.

Ms. Erika Contreras was elected second Alternate.

D. Selection of Community Partnerships Advisory Committee (CPAC) Representative and Alternate

Background information read by Ms. Brown. Ms. Terri Carpenter introduced herself and explained the social service collaboration function of the Committee. The Committee meets twice per year; the next meeting is September 15th.

Motion by Ms. Kelly Martin, seconded by Mr. Eloy Anzaldua, to select one Representative and one Alternate to serve on the Committee.

Discussion: Ms. Brown shared that she went to the meeting and it was very interesting. There was a gentleman from SMUD who explained the various programs it offers. The person that is selected Representative would bring back information about services discussed to the PAC.

Ms. Jones asked that since her child is going into kindergarten in September, would she still be able to serve on the Committee. Ms. Brown answered, yes; the term is November to November.

Nominees Ms. Monica Jones, Ms. Tamara Knox, Ms. Haley Joslin, and Ms. Kelly Martin explained their interest in serving on the Committee.

Ms. Brown stated that each Representative could only vote once.

Ms. Desha and Ms. Denise Lee decided to have all four nominees sit as Representatives on the CPAC meeting. No vote necessary.

Show of hands vote to accept all four Representatives: Ayes, 18, Nays, 0, Abstentions, 1 (Ms. Brown). Motion Carried.

IV. Information Items

A. Standing Information

➤ Introduction of Newly Seated Representatives

Ms. Amy Johnson, New Helvetia II Head Start, introduced herself.

➤ Fiscal Monthly Report/Corporate Card monthly Statement of Account

Mr. Roger Bartlett summarized the fiscal reports included in the PAC agenda. SETA is lagging behind a bit as far as expenditures, at 78 percent. Management is working on ways to spend the dollars. SETA's goal is to not turn back money to the federal government. There is a hazard of spending too much because it would then come out of the Agency's money. SETA is trying to error on the side on under-spending.

Discussion: It was asked that if the money isn't spent does it have to be given back to the funder. Mr. Bartlett answered SETA doesn't actually receive the money; SETA is on a cost reimbursement basis. SETA has to spend the money and be reimbursed for it. Mr. Goodwin asked if it is possible, by way of emergency meeting, to reallocate percentage of funds not spent. Mr. Bartlett answered that SETA is open to hearing suggested ways to spend the money. SETA already has a modular to purchase, which will cost \$1 hundred thousand more than thought; approximately \$2 hundred thousand in center supplies to spend. There will probably be a one-time salary increase payment to all employees pending union vote; SETA has not had a COLA in two years and cannot commit to salary increases, but because of the under-spending in the grant, SETA has one time payment monies. Mr. Bartlett welcomed the Representatives to attend the budget committee meetings or speak with Ms. Brown, who attends regularly.

Ms. Jones asked if there is information specific to each line item, dollar for dollar, as to where the money is going. Mr. Bartlett answered, yes, these

categories (attached) are specified by ACF. There are detailed reports that Mr. Bartlett can make available to Ms. Jones. Ms. Jones questioned specifically what the \$12,000 (\$12,607 Head Start Total) on the Expenditures May 31st report entails.

Ms. Lee shared that Supplies and Child Services include things like consultant and transition services, dental/mental services and supplies for the classroom. About 80 percent of the budget is on Personnel. Many expenditures don't take place until the middle/last part of the school year; there is a conscious effort not to over-spend early and have funds reserved for emergencies, such as fires, etc.

- Parent/Family Support Unit Calendar of Events (Attached), PC/PAC Calendar of Events and Activities (Attached)

Ms. Brown read the meetings listed in the attached agenda packet.

- Parent/Staff Recognition

Ms. Brown awarded Ms. Lee a certificate for her participation prior to and after the Parent Leadership Institute.

- PC/PAC Parent Leadership Institute Reports – Ms. Mary Brown

Ms. Lewis shared that the Leadership was remarkable. Dr. Tomasky put on a great educational piece. Parents were able to see the leadership within them, and find the parts that weren't so evident. Ms. Lewis admonished all of the parents to please participate if they are here next year. There was enough food for all of the people who signed up, and SETA had to give food away to the community room.

Ms. Hernandez shared that she enjoyed the Leadership. She learned that one needs to be a good leader and follower.

Ms. Brown shared that there were about 45 people between PAC/PC and Delegate Agencies' parents who signed up to go. A reminder call was made; people on the list said they would attend. Only less than half of that amount showed up. She admonished the parents to not sign up for an event if they are not sure they can attend. It would be a better policy to wait, look at their calendars, see if they will be able to attend, and then call to RSVP. She asked parents that if they find they cannot attend, to call and cancel prior to the event. It is a waste to the Agency when food is purchased and parents don't show up. There were approximately 40 no shows.

A Community Farm Stand flyer was distributed. There is one at SETA Head Start every Wednesday. Mr. Anzaldua is in charge of the Freedom Park Farm Stand, open every Thursday.

- Child Care Center Food Menu (Attached)
- Community Resources - Parents/Staff – Ms. Mary Brown

B. Governing Board Minutes of April 28, 2011 attached.

V. Committee Reports

A. Executive Committee – Ms. Mary Brown read the report attached.

B. PC/PAC Joint Executive Committee Report – Ms. Mary Brown

No report.

C. Budget/Planning Committee – Ms. Brown

No report.

D. Personnel/Bylaws Committee – Ms. Rebecca Lewis

Ms. Lewis invited everyone to come to the Friday, July 22nd meeting. The Committee should have everything wrapped up in early August. All PAC Bylaws modifications – additions, deletions, need to happen at the July 22nd meeting. She asked parents to please come to the meeting even if they don't serve on it.

E. Social/Hospitality Committee – Ms. Mary Brown

The Joint PC/PAC Parent Activity will be an Old Sacramento Underground Tour (no cameras allowed), and then a self guided tour to the History Museum Friday, July 29th. Flyer distributed. Arrive at SETA at 8:30 a.m.; depart SETA at 8:45 a.m.; returning to SETA by 2:30 p.m. Light Rail transportation, (cost of PC/PAC parent activities) and lunch provided by SETA Head Start. Guests (18 or over) must pay for their own transportation, (parent activities) and lunch. Sign-up sheet distributed.

F. Early Childhood Development and Health Services Committee & Parent/Family Support Committee (AKA Child Safety Committee) – Ms. Mary Brown

No report.

G. Monitoring and Evaluation Committee (AKA Self-Assessment Committee)

No report.

H. Male Involvement Committee – Mr. Victor Goodwin

Mr. Goodwin reported that the Committee talked about the Daddy and Me (aka Daddy and Family) fishing events coming up. The Committee is working on getting more information out to the centers about the available male services throughout Sacramento County. Mr. Goodwin reminded Representatives that the County Fair will be here in less than a month. On Tuesdays admission is free and all rides are \$1 for children.

I. Community Partnerships Advisory Committee (CPAC) – Vacant

J. Health Services Advisory Committee (HSAC) – Ms. Yvette Hernandez

(Ms. Hernandez stepped out at 10:45 a.m.)

No report/no meetings.

K. Food Services Committee – Ms. Mary Brown, no report. The next meeting is in July.

Mr. Anzaldua asked how the Head Start Kitchen tour went. Ms. Brown shared it was a great tour of the facility. SETA provides a tremendous amount of food, with a focus on special diets. They saw how SETA stores the food, cools it, how it's cooked – everything. It was unbelievable how clean the kitchen was. Cook drivers do a lot more than cook and drive; they clean, etc.

(Ms. Chadhary left at 10:35 a.m. Ms. Hernandez left at 10:45.)

Ms. Martin asked for volunteers for blood donations. They may not be a match for her daughter, but may be for someone else. Volunteers can donate to any blood donation site or hospital.

VI. Other Reports

➤ Chair's Report

Ms. Mary Brown shared that Ms. Alma Hawkins' mother passed away. Several of staff and parents went to the memorial service last night. The funeral is today. A card was given to her on behalf of the PC and the PAC.

➤ Policy Council Report(s) – Ms. Haley Joslin, Ms. Mary Brown, Ms. Connie Wallace, Ms. Kelly Martin, and Ms. Socorro Gutierrez

Last month the PC approved the list for the new infant toddler teaching program.

➤ Head Start Deputy Director's Monthly Report – Ms. Denise Lee ✓ Monthly Head Start Report – (Attached)

Ms. Lee reported that June 15th the governor vetoed the proposal for the cuts they were going to make and what they were going to keep. No update on what is next. Good news: instead of 15 percent cut to our state programs, they proposed an 11 percent cut. They eliminated the daily reimbursement rate that was going to be reduced by 10 percent. Unfortunately the budget didn't get signed and passed and still remains to be seen.

We are getting prepared to reduce hours in some of the full day programs from 4 or 5:00 p.m. to either 3 or 4:00 p.m. This reduction in hours of operation not only affected center parents, but also staff work hours. There will be a 10 or 15 percent cost savings. SETA went back and looked at sign-in/out sheets again to see what needs to be restored. SETA didn't find the evidence needed to restore hours back to 5 p.m., but did find evidence to replenish back to 4:00 at some sites. SETA is working on replenishing back to a 7- rather than 6-hour work day based on seniority. The Supplemental funds approved today allow SETA to replenish some of those hours.

Mr. Anzaldua asked if the children would have stayed through the full day would cuts in hours still have happened. Ms. Lee answered that SETA had to endure the cut that the state made and was forced to look at it regardless. However, looking at the enrollment hours at the centers showed which site cuts were necessary. Months of sign-in/out sheets were looked at to get the data. Centers were averaging only 55 to 65 percent attendance regularly. Management is looking at the lack of attendance. If quality and engagement between teacher and the client is the problem then SETA has failed. SETA needs to focus on customer service to get parents to bring children.

Ms. Lee invited parents to an upcoming meeting to discuss why attendance is low and ways to improve attendance.

Ms. Joslin shared that her teacher at Sharon Neese's is excellent, interaction was great and she felt comfortable leaving her child with her on her first day.

Mr. Elmore shared his daughter is doing great and goes regularly. A social worker in his complex shared that another child really didn't get too much from Head Start, but this could be due to low attendance.

Mr. Goodwin commented that it might not have been the center's fault; it could have been the parent's non participation with the child at home. Ms. Lee will send out the information soon for the new committee so parents can help make SETA more successful.

➤ **Managers' Reports**

- ✓ Program Support Services Report – Ms. Brenda Campos – No report; attending funeral service.
- ✓ Parent/Family Support Report – Ms. Lisa Carr reported that this Thursday, June 23rd, 1:30, Redwood, SETA will start one of several conversations on what we need to do as an Agency to get families to school and how can we convey the importance of education to our parents. A variety of staff will participate, and she would like for parents to attend.

In September SETA will start a new planning committee for the Parent Conference. On June 28th at 6:00 p.m. to 8:00 p.m., Shasta Room, there will be a parent workshop on The Effects of Violence on Children. Reminders will be sent out. SETA Head Start is losing about 75 percent children to kindergarten; SETA needs parents and parents' friends to recruit.

SETA is planning for parent workshops for the fall on school readiness.

- ✓ Child Development and Education Services Report – Ms. Karen Gonzales
 - Region Reports (Attached)
 - SETA Head Start Desired Results Program Action Plan (Attached)

VII. Center Updates

Ms. Brown shared that La Riveria had a graduation/promotion ceremony, promoting 22 out of 40 children into kindergarten.

Mr. Goodwin shared that two weeks ago Saturday he graduated from Charles A. Jones Education and Skills Center with his certificate in Computer A-plus (?) and will be starting own business. Last Friday his Head Start child just graduated from Bowling Green Education Academy, and she is looking forward to first grade. All of her marks were above average on her final report card, thanks to Head Start.

Mr. Anzaldua shared that his son was in Head Start and is now in the first grade. His teacher asked if he attended Head Start because he is reading at the 3rd grade level. His daughter is in Head Start; she loves Head Start and loves the teachers. Head Start is wonderful and every child should go.

Mr. Elmore shared that Auberry Park had a graduation ceremony on Friday. It was a nice outing at a park, with finger foods, etc. His daughter likes school.

Ms. Knox' son graduated from Pacific Elementary. Ms. Knox thanked Head Start and shared a picture that his teacher took his picture. His teacher said that his social and emotional skill set is good and he's compassionate towards his

classmates. Everybody was really sad to see him leave. Ms. Knox thanked Head Start for bringing them from where they came from with a lot of issues and assisting them with working the issues out. Her gift to her child's class was that she did photos (sample provided).

Ms. Brown shared that her preschooler is promoting to kindergarten and loves going to school. She is looking forward to her having success in kindergarten. Teachers love children that have gone to preschool.

Ms. Brown is very interested in being on the committee that will discuss how to get and keep children in school. Her adopted son just graduated from 6th grade. She got him when he was in the first grade. She received a letter yesterday that he will be recognized next month at the state fair for not missing one day of school from kindergarten through the 6th grade. Ms. Brown's policy is, "if you don't have a fever, you go to school."

VIII. Discussion

Ms. Brown asked who would like to sit on Ms. Carr's Committee (Early Child Development and Health Services Committee & Parent/Family Support Committee (AKA Customer Service/Attendance Sub Committee) meeting, Thursday, at 1:30.

Those interested were:

Mary Brown
Victor Goodwin (if not working)
Socorro Gutierrez
Yvette Hernandez

Mr. Elmore would like to get planter boxes at his school; wheel barrel-type boxes to roll in and out for vegetable garden. He was advised to speak to Ms. Carr at the end of the meeting. Either Ms. Carr or Karen Gonzales can work through it with him.

IX. Public Participation

None.

X. Adjournment

11:28 a.m.

ITEM III-A – ACTION

ELECTION OF POLICY COUNCIL ALTERNATES

BACKGROUND:

There are currently four (4) vacant Alternate positions to the Sacramento County Head Start Policy Council.

The duties of these Representatives and Alternates include:

- ✓ Attend monthly Policy Council meetings held at the SETA Boardroom on the fourth Tuesday of each month at 9:00 a.m.
- ✓ Attend Committee meetings as needed
- ✓ Report to the PAC members information received and decisions made by the Policy Council
- ✓ Policy Council Representatives must be a parent of children currently enrolled in the Head Start/Early Head Start program

RECOMMENDATION:

That the Parent Advisory Committee elects four (4) Alternates to the Policy Council.

NOTES:

Alternates nominated:

Alternates elected:

ACTION: Moved _____ **Seconded** _____

VOTE: Aye _____ **Nay** _____ **Abstain** _____

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 – Ms. Mary Brown
- Fiscal Monthly Report/Corporate Card Monthly Statement of Account – Mr. Roger Bartlett
- Parent/Family Support Unit Calendar of Events (Attached)
- PC/PAC Calendar of Events and Activities (Attached)
- Parent/Staff Recognition – Ms. Mary Brown
- Child Care Center Food Menu (Attached)
- Community Resources - Parents/Staff – Ms. Mary Brown

NOTES:

CALENDAR OF EVENTS AND ACTIVITIES
PARENT/FAMILY SUPPORT UNIT

<u>EVENT</u>	<u>DATE</u>
PC/PAC Male Involvement Meeting	Wednesday, July 20, 2011 4:00 p.m. 925 Del Paso Blvd. Redwood Room
Positive Discipline Parent Training	Tuesday, July 26, 2011 6:00-8:00 p.m. 925 Del Paso Blvd. Sequoia Room
Early Childhood Development & Health Services Committee (AKA Customer Service/Attendance Sub Committee) Meeting	Wednesday, July 27, 2011 1:30 p.m. 925 Del Paso Blvd. Redwood Room



Child Abuse Prevention Council
of Sacramento, Inc.

Free Parent Training

May 24, 2011 **6:00 pm – 8:00 pm**
Nurturing Parenting

The primary components of nurturing care giving are empathy, appropriate expectation of children, role reversal, discipline and empowerment. Empathy, the ability to be aware of the needs of children and act on their behalf, is the key to being a nurturing caretaker.

June 28, 2011 **6:00 pm – 8:00 pm**
Impact of Violence on Children

Learn the causes, dynamics and consequences of family violence on the child and their family.

July 26, 2011 **6:00 pm - 8:00 pm**
Positive Discipline

Learn techniques to prevent meltdowns, as well as well tips for how to handle discipline with dignity.

August 23, 2011 **6:00 pm - 8:00 pm**
Happiest Baby on the Block & Shaken Baby

You will learn sensible advice for soothing a babies cries and increase their sleep.

- **All workshops are free and are offered on a first come, first serve basis.**
- **Dinner and Childcare will be provided.**

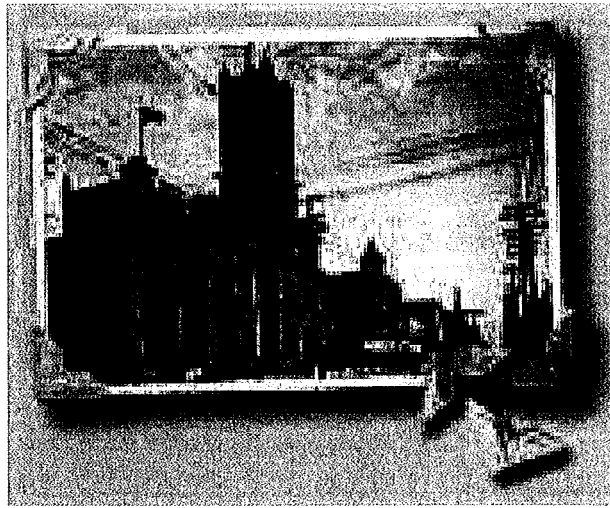


To reserve, contact Ron Jones @ 263-0609

PC/PAC CALENDAR OF EVENTS

<u>EVENT</u>	<u>DATE</u>
PC/PAC Male Involvement Committee Meeting	Wednesday, July 20, 2011 4:00 p.m. 925 Del Paso Blvd. Redwood Room
PAC Executive Committee Meeting	Thursday, July 21, 2011 9:00 – 10:00 a.m. 925 Del Paso Blvd. Olympus Room
PC/PAC Personnel/Bylaws Committee Meeting	Friday, July 22, 2011 10:00 a.m. – 12:00 p.m. 925 Del Paso Blvd. Oak Room
Early Childhood Development & Health Services Committee (AKA Customer Service/Attendance Sub Committee) Meeting	Wednesday, July 27, 2011 1:30 p.m. 925 Del Paso Blvd. Redwood Room
PC/PAC Joint Parent Activity	Friday, July 29, 2011 Old Sacramento Underground/Old Sacramento History Museum Tour 8:30 a.m.-2:30 p.m. (See attached flyer.)
PC Executive Committee Meeting	Thursday, August 4, 2011 9:00 a.m. – 10:00 a.m. 925 Del Paso Blvd. Redwood Room

**PC/PAC
Parent
Activity**



Theme: "Getting to Know You"
**Old Sacramento Underground
and
Old Sacramento History Museum Tour**

DATE: Friday, July 29, 2011

TIME: 8:30 a.m. ~ Arrival time at SETA Head Start Central Office,
925 Del Paso Blvd., Suite 100
Please be prompt - we will depart at 8:45 a.m. sharp.

10:00 a.m. - 2:30 p.m. ~ Activities/Return to SETA

LUNCH: 12:00 p.m.

SUBWAY - Old Sacramento

- * Transportation (light rail) will be provided by SETA Head Start
- * Lunch will be provided by SETA Head Start
- * Guests will be responsible for their lunch, transportation and tour fees




*** Codes: No shorts - Wear comfortable shoes - No smoking - No cameras underground**

If you are interested in participating in the activities, please confirm your attendance
by calling Lori Black at 263-4068 by 4:00 p.m., Friday, July 15, 2011.



SETA Head Start Menu - July 2011






MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY	
								1	Breakfast: Multi-Grain Cheerios, Fresh Bananas, Milk Lunch: Turkey Ham Sandwich on Whole Wheat Bread, Mayonnaise, fresh baby carrots, low fat milk Snack: Rice Cakes, Pineapple tidbits
Week 1									
4	 4th of July!	5	Breakfast: Whole Grain Kix Cereal, Fresh Apple, Milk Lunch: BBQ Beef Burger, Whole Wheat Bun, Mixed Vegetables, fresh Tangerine or Strawberries, Milk Snack: Whole Wheat Apple Cinnamon Muffin, fresh Banana	6	Breakfast: Oatmeal with Raisins and Brown Sugar, Pineapple tidbits, Milk Lunch: Chicken Chow Mein, Steamed Brown Rice, Apples or Watermelon, Milk Snack: Tropical Treat, Whole Grain Crackers, diced Pears	7	Breakfast: Crispix Cereal, Banana, Milk Lunch: Turkey Ham Sandwich on Whole Wheat Bread, Mayonnaise, Sliced cucumbers with dip, Oranges, low fat Milk Snack: Dreamy Orange Whole Grain Mini Loaf, Milk	8	Breakfast: Whole Wheat Blueberry Muffin, Diced Mangoes, Milk Lunch: Roasted Turkey Sandwich on Whole Wheat Bread, Baby Carrots, Fresh Kiwi, Milk Snack: Rice Cakes, Pineapple tidbits
Week 2									
11	Breakfast: Multi Grain Cereal, fresh Orange, Milk Lunch: : Macaroni and Cheese, Fresh Broccoli with Ranch Dip, fresh cantaloupe, Milk Snack: Strawberry Waffle, Whole Grain Grahams, Milk	12	Breakfast: Whole Wheat Apple Cinnamon Muffin, fresh Banana, Milk Lunch: Beef Ravioli, French Bread, Spinach Salad with Dressing, fresh Orange, Milk Snack: Whole Wheat Banana Mini Loaf, fresh Apple	13	Breakfast: Whole Grain Biscuit with Jelly, dices Peaches, Milk Lunch: Enchilada Casserole with Tomato Sauce and Cheese, Sweet Corn Kernels, fresh Kiwi, Milk Snack: Sound Bites Whole Grain Crackers, Peach Yogurt	14	Breakfast: Bagelette with cream cheese, fresh Apple, Milk Lunch: Roasted Turkey Sandwich on Whole Wheat Bread, Zucchini strips with dip, Tangerine or Strawberries, Mayonnaise, Low fat Milk Snack: cottage Cheese, Pineapple tidbits	15	Breakfast: Cheerios Whole Grain Cereal, fresh Orange, Milk Lunch: Swiss Cheese Sandwich on Whole Wheat Bread, Fresh Sliced Tomatoes, dice Apricots, Butter, Milk Snack: fresh Kiwi, Goldfish Crackers
Week 3									
18	Breakfast: Whole Wheat Blueberry Muffin, fresh Cantaloupe, Milk Lunch: Spanish Rice, Sweet Kernel Corn, Tangerine or Strawberries, Milk Snack: Cheese-IT Crackers, Apricot halves	19	Breakfast: Bagel with cream cheese, fresh Orange, Milk Lunch: Teriyaki Chicken, Steamed Brown Rice, Sunomono Salad, fresh Kiwi, Milk Snack: Tropical Treat Whole Grain Crackers, fresh Apples	20	Breakfast: Oatmeal Cereal, fresh Banana, Brown Sugar, Milk Lunch: Whole Wheat Pasta with Beef and Tomato Sauce, Green Salad with Italian Dressing, fresh Orange, Milk Snack: Rice Cakes, diced Peaches	21	Breakfast: Whole Grain Pancakes, fresh Apple, Maple Syrup, Milk Lunch: Turkey and Cheese Roll-up in a Tortilla, Cole Slaw, Mango chunks, Milk Snack: Strawberry Yogurt, Banana	22	Breakfast: Kix Whole Grain Cereal, diced Apricots, Milk Lunch: Tuna Salad, Saltine Crackers, Fresh Baby Carrots, Fresh Cantaloupe, Milk Snack: Whole Wheat Apple Cinnamon Muffin, Milk
Week 4									
25	Breakfast: Whole Grain Pancakes, Mango chunks, Maple Syrup, Milk Lunch: Lemon Pepper Chicken, Peas and Carrots, Steamed Brown Rice, fresh Oranges, Milk Snack: Cottage Cheese, Cheese-IT Crackers	26	Breakfast: Whole Wheat Sweet Corn Muffin, Fresh Orange, Milk Lunch: Beef Hamburger on Whole Wheat Bun with Mustard and Ketchup, Whole Kernel Corn, Pickle Slices, Kiwi, Milk Snack: String Cheese, Fresh Apple	27	Breakfast: Whole Grain Biscuit with Jelly, dices Peaches, Milk Lunch: Build Your Own Burrito, Refried Beans, Flour Tortilla, Shredded Cheese & Lettuce, fresh diced Tomato, Tangerine or Strawberries, Milk Snack: Sunrise Bites Whole Grain Crackers, Banana	28	Breakfast: Whole Wheat Banana Muffin, diced Pears, Milk Lunch: Cheese Sandwich on Whole Wheat Bread, Cauliflower with Dip, Apples or Watermelon, Butter, Milk Snack: Kix Whole Grain Cereal, Banana	29	Breakfast: Multi-Grain Cheerios, Fresh Bananas, Milk Lunch: Turkey Ham Sandwich on Whole Wheat Bread, Mayonnaise, fresh Cantaloupe, low fat Milk Snack: Rice Cakes, Pineapple tidbits
Week 1									

Happy Birthday America!



Menú de SETA Head Start – Julio del 2011



LUNES		MARTES		MIÉRCOLES		JUEVES		VIERNES	
								1	Desayuno: Cheerios multi-grano, plátano fresco, leche. Comida: Emparedado de jamón de pavo en pan integral, mayonesa, zanahorias frescas, leche descremada. Bocadillo: Galletas de arroz, trozos de piña.
4	 ¡4 de Julio!	5	Desayuno: Cereal integral Kix, manzana fresca, leche. Comida: Hamburguesa asada de res, pan integral, verduras mixtas, tangerina fresca o fresas, leche. Bocadillo: Mollete integral con manzana y canela, plátano fresco.	6	Desayuno: Avena con pasas y azúcar morena, trozos de piña, leche. Comida: Chow Mein con pollo, arroz integral a vapor, manzana o sandía, leche. Bocadillo: Golosina tropical, galletas saladas integrales, pera picada.	7	Desayuno: Cereal Crispix, plátano, leche. Comida: Emparedado con jamón de pavo en pan integral, mayonesa, rebanadas de pepino con aderezo, naranja, leche descremada. Bocadillo: Minibarra de pan integral con naranja, leche.	8	Desayuno: Mollete integral con arándanos azules, mango picado, leche. Comida: Emparedado con pavo rostizado en pan integral, zanahorias, Kiwi fresca, leche. Bocadillo: Galletas de arroz, trozos de piña.
11	Desayuno: Cereal multigrano, naranja fresca, leche. Comida: Macarrón y queso, brócoli fresco con aderezo Ranch, melón fresco, leche. Bocadillo: Waffle de fresa, galletas integrales Graham, leche.	12	Desayuno: Mollete integral con manzana y canela, plátano fresco, leche. Comida: Ravioli de res, pan francés, ensalada de espinaca con aderezo, naranja fresca, leche. Bocadillo: Minibarra de pan integral y plátano, manzana fresca.	13	Desayuno: Bizcocho integral con jalea, duraznos picados, leche. Comida: Enchilada horneada con puré de jitomate y queso, granos de elote, Kiwi fresca, leche. Bocadillo: Minigalletas saladas integrales, yogur de durazno.	14	Desayuno: Rosquitas con queso crema, manzana fresca, leche. Comida: Emparedado de pavo rostizado en pan integral, baritas de calabacita con aderezo, tangerina o fresas, mayonesa, leche descremada. Bocadillo: Requesón, trozos de piña.	15	Desayuno: Cereal integral Cheerios, naranja fresca, leche. Comida: Emparedado de queso suizo en pan integral, rebanadas de jitomate fresco, durazno picado, mantequilla, leche. Bocadillo: Kiwi fresca, galletas en forma de pescado.
18	Desayuno: Mollete integral de arándanos azules, melón fresco, leche. Comida: Arroz español, granos de elote, tangerina o fresas, leche. Bocadillo: Galletas Cheese-IT, mitades de durazno.	19	Desayuno: Rosca con queso crema, naranja fresca, leche. Comida: Pollo Teriyaki, arroz integral a vapor, ensalada Sunomono, Kiwi fresca, leche. Bocadillo: Golosina tropical, galletas saladas integrales, manzana fresca.	20	Desayuno: Cereal de avena, plátano fresco, azúcar morena, leche. Comida: Pasta integral con carne de res y puré de jitomate, ensalada verde con aderezo italiano, naranja fresca, leche. Bocadillo: Galletas de arroz, duraznos picados.	21	Desayuno: Jotqueis (pancakes) integrales, manzana fresca, miel de Arce (Maple), leche. Comida: Pavo y queso enrollado en una tortilla, ensalada de col (cole slaw), trozos de mango, leche. Bocadillo: Yogur de fresa, plátano.	22	Desayuno: Cereal integral Kix, duraznos picados, leche. Comida: Ensalada de atún, galletas saladas, zanahorias frescas, melón fresco, leche. Bocadillo: Mollete integral de manzana y canela, leche.
25	Desayuno: Jotqueis (pancakes) integrales, trozos de mango, miel de Arce (Maple), leche. Comida: Pollo con limón y pimienta, chícharos y zanahorias, arroz integral a vapor, naranjas frescas, leche. Bocadillo: Requesón, galletas Cheese-IT.	26	Desayuno: Mollete de trigo integral y elote, naranja fresca, leche. Comida: Hamburguesa de res en pan integral con mostaza y catsup, granos de elote, rebanadas de pepino en vinagre, Kiwi, leche. Bocadillo: Baritas de queso, manzana fresca	27	Desayuno: Bizcocho integral con jalea, durazno picado, leche. Comida: Haga su propio burrito, frijoles refritos, tortilla de harina, queso rallado y lechuga, tomate fresco picado, tangerina o fresas, leche. Bocadillo: Minigalletas saladas integrales, plátano.	28	Desayuno: Mollete integral de plátano, pera picada, leche. Comida: Emparedado de queso en pan integral, coliflor con aderezo, manzana o sandía, mantequilla, leche. Bocadillo: Cereal integral Kix, plátano.	29	Desayuno: Cheerios multi-grano, plátano fresco, leche. Comida: Emparedado de jamón de pavo en pan integral, mayonesa, melón fresco, leche descremada. Bocadillo: Galletas de arroz, trozos de piña.

¡Feliz Cumpleaños Estados Unidos!

ITEM IV-B – INFORMATION

**SETA HEAD START COMMUNITY PARTNER
RECOGNITION AND APPRECIATION – MS. MELANIE NICOLAS**

BACKGROUND:

A Community Partner recognition is being awarded to: (1) **Marcella Gonsalves**; (2) **Rose Xiong**; (3) **Dawn Martin**; and **Health Education Council (HEC)**, a non-profit organization for their outstanding service and contribution to Head Start families and staff through **In the Grow**, a program funded by First 5 Sacramento.

Since July 2010, SETA Head Start children, families and staff have been very fortunate to participate in a variety of opportunities to learn about good nutrition, develop healthy eating habits, such as eating more fresh fruits and vegetables, and to be more active on a daily basis through the In the Grow Program. Through this program, parents received the monthly Sprouts newsletters, their children were able to grow a small school garden at the Head Start centers and got to try different physical activities using various play equipment made available through the physical activity lending library. SETA Head Start was also able to operate several farm stands at Head Start locations where a few parent volunteers worked to earn a small cash stipend and learn some job skills while promoting the consumption of fruits and vegetables. Our teachers and parents were able to participate in many educational workshops that made them more knowledgeable and effective role models to the children. All these were made possible through our wonderful community partnership and collaboration with **Health Education Council (HEC)** and the tireless work of dedicated and passionate staff who worked with us: **Marcella Gonsalves, Rose Xiong and Dawn Martin**. Thank you so much and we look forward to continue working with you in the future years.

Health Education Council (HEC) is a non-profit organization dedicated to providing access, education, advocacy, and training to empower individuals towards a health life.

NOTES:

ITEM IV-C – INFORMATION
GOVERNING BOARD MINUTES

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review the Governing Board minutes of June 2, 2011 (attached).

NOTES:

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

Minutes/Synopsis

(Minutes reflect the actual progression of the meeting.)

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

Thursday, June 2, 2011
10:00 a.m.

- I. Call to Order/Roll Call/Pledge of Allegiance:** Mr. Nottoli called the meeting to order at 10:07 a.m.

Members Present:

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

II. Consent Items

- A. Minutes of the April 28, 2011 Special Board Meeting
- B. Approval of Claims and Warrants
- C. Approval of Ratification to Submit Fiscal Year 2011-12 Facilities Renovation and Repair Application to the California Department of Education
- D. Approval of Out-of-State Travel to Attend the Class Infant/Toddler Training Conference in Virginia and the State Professional Development Leadership Team Summit in Rhode Island
- E. Approval Of Fiscal Year 2011-2012 Head Start/Early Head Start Supplemental Grant Application
- F. Approval of Temporary Reclassification Extensions
- G. Appointment of Education Sector Member to the Sacramento Works, Inc. Board of Directors

The consent calendar was reviewed; no questions or comments.

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

- A. Approve the minutes of the April 28, 2011 special meeting.
- B. Approve the claims and warrants for the period 4/21/11 through 5/25/11.
- C. Ratify the submission of the Fiscal Year 2011-12 Facilities Renovation and Repair Grant Application to the California Department of Education in the amount of \$78,100.
- D. Approve out of state travel for staff to attend the CLASS Infant/Toddler Conference in Virginia on July 26-28, 2011 and the State Professional

Development Leadership Team Summit in Rhode Island on June 11, 2011 with anticipated costs to be approximately \$3,000.

- E. Approve the Fiscal Year 2011-2012 Head Start/Early Head Start Supplemental Refunding Application.
 - F. Approve the temporary reclassification of Ms. Elsie Bowers to Program Officer and Ms. Gale Paiva to Account Technician through December 30, 2011.
 - G. Appoint Dr. Steven Ladd to the Education Sector vacancy on the Workforce Investment Board operating as Sacramento Works, Inc.
- Voice Vote: Unanimous approval, with one abstention (Pannell)

III. Action Items

A. GENERAL ADMINISTRATION/SETA

1. **TIMED ITEM 10:00 A.M. AND PUBLIC HEARING:** First Reading of the Proposed Sacramento Employment and Training Agency Budget for Fiscal Year 2011-2012

Mr. Roy Kim reported that the budget provides authority for SETA to operate. The final budget will be presented at the August board meeting which will reflect the actual budget. There are a number of pending allocations so on a preliminary budget, there is a \$6 million decrease from last year's final budget.

Mr. Schenirer arrived at 10:10 a.m.

Mr. Nottoli opened a public hearing.

Moved/Yee, second/Pannell, to receive input, and continue this item to August 4, 2011, where the public hearing will be closed and the Agency budget adopted.
Voice Vote: Unanimous approval.

2. Approval to Submit a Proposal to the U.S. Department of Justice, Office of Justice Programs, Office For Victims of Crime for the "Services for Victims of Human Trafficking" and Authorize the Executive Director to Execute the Cooperative Agreement and any Modifications or Other Documents Required by the Funding Source

Ms. Mary Jennings reviewed this board item. This particular solicitation does not require an application with law enforcement. This proposal provides two key items: comprehensive programs that serve all types of human trafficking, as well as focused on building community capacity. It is expected that SETA will work with My Sister's House, Opening Doors, and WEAVE on this program.

Ms. Scherman asked if staff has talked with law enforcement chaplaincy and Ms. Jennings stated that SETA has collaborated in the past and now working with the FBI Innocence Lost Project.

Moved/Pannell, second/Scherman, to approve the submission of an application to the U.S. Department of Justice, Office for Victims of Crime requesting up to \$400,000 for a two year (24 month) project period and authorize SETA's Executive Director to execute the cooperative agreement, modifications and any other documents required by the funding source.

Voice Vote: Unanimous approval.

3. Approval to Terminate the Agreement for Labor Relations Services with the City of Sacramento – and –
4. Approval to Hire a Labor Relations Consultant

Mr. Rod Nishi reviewed both items. Staff is asking for 30 days severance in the agreement with the City of Sacramento for labor relations. Mr. Takach has been the labor relations contact for six years.

Mr. Nottoli asked if SETA reimbursed the city for expenses incurred. Mr. Nishi stated that it was a fixed rate for services provided, billed monthly. It does accommodate the 'peaks and valleys' put in to the labor contract.

Ms. Scherman inquired about the "up to" \$60,000 being recommended for the hiring of Mr. Takach. Mr. Nishi stated that there may be savings overall. Staff is anticipating staying under the \$60,000. The agency has grown the capacity to do a number of personnel related issues internally. Staff has met with the City Human Resources Department and they are aware of this as well. Mr. Takach's retirement has allowed the Agency to hire him.

Moved/Pannell, second/ Schenirer, to approve the termination of the Labor Relations Services Agreement with the City of Sacramento effective July 2, 2011; and approve the hiring of Mr. Ed Takach as a Labor Relations consultant at a rate of \$55 per hour not to exceed \$60,000 per year.

Voice Vote: Unanimous approval.

B. WORKFORCE DEVELOPMENT DEPARTMENT

Ms. Purdy stated that at this meeting, staff will present six approvals of plans and funding; staff will present this as a team to answer questions. SETA's Workforce Development Department's annual budget is \$28 million, with 150 budgeted positions, and 21 separate funding sources. The agency contracts out 45% of the funding received. Over the past few years, the budget has gone from a high of \$45 million (with ARRA) to a low \$26 million.

Annual Plan

1. Approval of Community Action Plan for 2012-2013

Ms. Cindy Sherwood-Green reported that in 1983, SETA was designated the Community Action Agency for Sacramento County. For the past eight years, SETA has received between \$1.4-\$1.6 million, which provides funding for 20 agencies as well as in-house programs. The Community Action Board provides input on the CSBG funding. A community needs assessment was done through public testimony and the use of data sources. The assessment found that poverty has increased dramatically and there are a higher number of requests for shelter. The proposed target groups include low income families, youth, seniors, and homeless.

Mr. Victor Bonanno reviewed the Community Action Plan. In 2009, the Sacramento County poverty rate was 15.4%. This represents 211,544 persons, and a 25% increase over a two-year period. The Request For Proposals will be released in August, with programs beginning in January 2012.

Moved/Scherman, second/Pannell, to approve the 2012/13 Community Services Block Grant Community Action Plan.

Voice Vote: Unanimous approval.

The next five items were bundled together.

Workforce Investment Act – Plan

6. Concurrence with Sacramento Works, Inc. on the WIA Plan Modification: Reviewed later in the meeting.

Workforce Investment Act - One Stop Services

2. Approval to Extend Workforce Investment Act (WIA), Title I, Adult/Dislocated Worker One Stop Services for Program Year 2011-2012

Ms. Purdy reported that there are 12 one stop career centers. This item recommends the funding extension of five career centers that are hosted by SETA. Seven other career centers are hosted by Asian Resources, Crossroads, La Familia Counseling Center, Sacramento City Unified School District, County of Sacramento Department of Human Assistance, Greater Sacramento Urban League, and Elk Grove Unified School District. Staff will submit the funding recommendation for the SETA-operated career centers next month. The career centers have served over 50,000 customers, which is 126% of plan.

Moved/Yee, second/Scherman, to approve the extension of all WIA One-Stop Services subgrant agreements for Program Year 2011-12 as indicated on the funding chart.

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

3. Review and Approval of Staff Funding Recommendations for the Workforce Investment Act (WIA), Title I, Adult and Dislocated Worker On-the-Job Training/Subsidized Employment (OJT/SE) PY 2011-12

Ms. Michelle O'Camb reviewed the critical occupational clusters which forecast a minimum of 200 jobs and a median hourly wage of \$10.00 per hour. Ms. Sherwood-Green reviewed the Health Care Industry program, which has trained a number of people and this industry remains strong in spite of the recession. Ms. O'Camb reviewed the funding recommendations.

Staff is requesting funding approval including two stipulations.

Moved/Scherman, second/Yee, to approve the staff recommendations as reflected on the funding chart with the following stipulations:

1. Provider operating costs must not exceed 40% of participant wages.
2. Reserve \$191,106 in CalWORKs funds to allocate additional slots, negotiate higher wage reimbursement rates, and/or negotiate longer training.

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

Mr. William Walker reported that there have been 1,211 City and County employees dislocated. There have been 441 non-profit dislocations, and 3,363 private sector dislocations over the past three year years. Many dislocated individuals do not come to the career centers, especially police department staff. There will be rapid response services provided for some probation staff being dislocated.

Workforce Investment Act - Youth Services

4. Approve Funding Recommendation for Safe Community Partnership Street Outreach Services

Ms. Christine Welsch stated that this is a partnership between the City of Sacramento, SETA, and Area Congregations Together to deal with gang issues.

Ms. Pannell stated that this is the best program to work with violent people; the program needs to be expanded to North Sacramento. Mr. Schenirer is also supportive of this program which has the ability to leverage with other funds to provide more health/mental health services to the young people.

Moved/Schenirer, second/Pannell, to approve funding for Safe Community Partnership Street Outreach services in the amount of \$150,000.

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

5. Concurrence with Sacramento Works to Approve Funding Recommendations for the Workforce Investment Act (WIA), Title I, Youth Program Services, for Program Year 2011-2012

Ms. Welsch reported that the youth program is divided into two categories: Universal Services and Individualized Services. The Universal Services are delivered via a Universal Youth Specialist stationed at the career centers. Individualized Services can be comprised of one of the following required WIA

- Program Elements: Improving Academic Achievement & Preparing for & Succeeding in Employment
- Supporting Youth Development

Mr. Schenirer left at 11:53 a.m.

Mr. Nottoli thanked staff and providers for the services provided to the youth.

This is a concurrence item. This item has already been reviewed and approved by the Youth Council and the Sacramento Works, Inc. board.

Moved/Scherman, second/Yee, to:

- Concur with the Sacramento Works, Inc. Board to approve the funding recommendation for the WIA, Title I, Youth Program, PY 2011-2012 with the program year beginning July 1, 2011.
 - If necessary, authorize staff to negotiate contracts subject to a reduced cost per participant.
 - Approve with the stipulations attached and that all funding recommendations are subject to satisfactory year-end program performance reviews. Subgrantees that do not meet performance goals and benchmarks will be evaluated in August 2011 and may face deobligation of funds.
 - If the WIA Youth allocation is less than the anticipated amount, SETA retains the right to reduce the contracted amounts.
- Roll Call Vote: Aye: 4, Nay: 0, Abstentions: 0

6. Approval of 2011-2012 Workforce Investment Area Annual Plan Modification

Ms. Michelle O'Camb reported that the plan has been updated annually for the past eleven years. This year's Workforce Investment Area's Annual Plan Modification addresses changes that are planned for implementation during the Fiscal Year (FY 2011-2012) and an update on the Sacramento Works, Inc. Strategic Plan. This item seeks concurrence with the WIB for the local plan modification.

Moved/Pannell, second/Scherman, to concur with the Workforce Investment Board to approve the modifications to the 2011-2012 Sacramento Local Workforce Investment Area's Annual Plan.
Voice Vote: Unanimous approval.

Ms. Scherman commended staff for the preparation of the staff reports.

IV. Information Items

- A. Office of Research Publication Regarding Local Workforce Investment Board Expenditures: No questions or comments.
- B. Third Quarter Reports for the Sacramento Works One Stop Career Center System: No questions or comments.
- C. Employer Success Stories and Activity Report: No questions or comments.
- D. Sacramento Veteran Resource Centers' SVOC Veteran Employment Assistance Program (VEAP) Board Summary: No questions or comments.
- E. Dislocated Worker Update: No questions or comments.
- F. Unemployment Update/Press Release from the Employment Development Department: No questions or comments.
- G. Fiscal Monitoring Report: No questions or comments.
- H. Head Start Reports: Ms. Denise Lee distributed some handouts the detailed budgets for the application. Staff received a formal letter from the regional office regarding the review conducted earlier in the year. The tracks system was left alone without continued questions about meeting performance. There are issues with the way in-kind is tracked and recorded. In addition, lead screening will be revisited in September to ensure the Agency has updated the standards.

Ms. Lee distributed a spiral bound book of pictures from the county-wide Parent Conference that was held locally. This book also includes success stories told by our clients.

V. Reports to the Board

- A. Chair: No report.
- B. Executive Director: Ms. Purdy thanked the board for staying so long.
- C. Deputy Directors: No report.
- D. Counsel: No report.
- E. Members of the Board: No report.
- F. Public: No report.

VI. CLOSED SESSION: CONFERENCE WITH LABOR NEGOTIATOR

Pursuant to Government Code Section 54957.6

Agency Negotiator: Lisa Hutchin

Employee Organization: AFSCME Local 146

The board went into closed session at 12:06 p.m. Mr. Larry Larsen reported that there would be no report out of closed session.

VII. **Adjournment:** The meeting was adjourned at 12:28 p.m.

ITEM V - COMMITTEE REPORTS

BACKGROUND:

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

- A. Executive Committee – Ms. Mary Brown
 - Critique of the Parent Advisory Committee special meeting, June 21, 2011.

GOOD	NEEDS IMPROVEMENT
Thank you, Ms. Connie Myers and Ms. Mary Degnan for making reminder calls.	Members arriving on time; members seated and ready for meeting at 8:50 a.m.
Attendance.	Turn all cell phones to silent or on off position.
	Members please remain seated during all presentations and reports.
	Please pass the sign-in sheet back to the Chair prior to meeting adjournment.

- B. Budget/Planning Committee – Ms. Brown
- C. Personnel/Bylaws Committee – Ms. Rebecca Lewis
- D. Social/Hospitality Committee – Ms. Mary Brown
- E. Early Childhood Development and Health Services Committee & Parent/Family Support Committee (AKA Customer Service/Attendance Sub Committee) – Ms. Mary Brown
- F. Monitoring and Evaluation Committee (AKA Self-Assessment Committee)
- G. Male Involvement Committee – Mr. Victor Goodwin
- H. Community Partnerships Advisory Committee (CPAC) - Vacant
- I. Health Services Advisory Committee (HSAC) – Ms. Yvette Hernandez
- J. Food Services Committee – Ms. Mary Brown

NOTES:

ITEM VI – OTHER REPORTS

BACKGROUND:

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

- Chair's Report – Ms. Mary Brown
- Policy Council Report(s) – Ms. Mary Brown, Ms. Connie Wallace, Ms. Kelly Martin, Ms. Socorro Gutierrez, and Ms. Laura Meza
- Head Start Deputy Director's Monthly Report – Ms. Denise Lee
 - ✓ Monthly Head Start Report – (Attached)
- Managers' Reports
 - ✓ Program Support Services Report – Ms. Brenda Campos
 - ✓ Parent/Family Support Report – Ms. Lisa Carr
 - ✓ Early Child Development and Education Services Report – Ms. Karen Gonzales
 - Region Reports (Attached)

NOTES:



Monthly Head Start Report

Head Start
June 2011

SETA Operated Program

Family Partnership Update:

Over 30 parents attended a workshop hosted by the Child Abuse Council of Sacramento. This two-hour presentation explored the impact of violence on children with a question and answer session after the main presentation. There were many questions, and parents were very receptive and surprised at some of the effects of violence on children. This workshop also explored the effect of TV violence on children, and the importance of monitoring for content, what children watched.

Family Service Workers have been in overdrive working to enroll new families into the Head Start program. In addition, they have attended many community events, staffing tables to ensure that all who need to know about Seta's services are made aware. Last month, both Workforce Development and Head Start were at the Pops in the Park sponsored by Councilwoman Bonnie Pannell. Participants were able to obtain information about both Head Start and the SacWorks Career Centers. Staff will be out again in July for the next event.

Education Update:

The summer months have been filled with many quality improvement activities. SETA trained the education leadership team on the Early Language and Literacy Classroom Observation tool (ELLCO). Through the use of mentor coaches, centers will be assessed using this tool over the next two months. Data will be used at classroom level to provide feedback to teachers on how to improve literacy skills for young children. At the program level, data will be used to help improve the effectiveness and implementation of the *Houghton Mifflin* supplementary curriculum.

In addition, both preschool and toddler classrooms have also been assessed using Environmental rating scales (ECERS/ITERS). We are proud to report that the scores for this

year show a significant gain in the level of quality classrooms and interactions. Final reports will be provided in the coming months.

The curriculum for these last important months before kindergarten is providing activities with an increased focus on school readiness skills. Many centers are also hosting their End-of-the-Year Celebrations to honor the children and their families as they transition from Head Start to the K-12 system.

Elk Grove Unified School District

Education Services Update:

Liz Aguilar, Education Area Expert from the Sacramento Employment and Training Agency (SETA), and Judy Ellis-O'Mealey, Education Area Expert from San Juan Unified School District, provided two days of professional development in the Classroom Assessment Scoring System (CLASS) for teachers on a modified traditional track schedule. CLASS has been adopted by the Federal Government as the observational instrument they will use for assessing classroom quality in preschool classrooms. CLASS focuses on interactions between teachers and students. It is based on developmental theory and research suggesting that interactions between students and adults are the primary mechanism of student development and learning. EGUSD teachers watched vignettes of teachers and students in preschool classrooms, discussed what they saw, and learned how to evaluate the interactions as being low, middle, or high in the areas of emotional support, classroom organization, and instructional support.

Teachers on a traditional track were provided with CLASS training on April 26 and 27.

The Head Start classes at the seven sites on a modified traditional calendar have successfully completed the school year.

Recruitment:

Registrations and certification appointments for the 2011-2012 school year are taking place in each of EGUSD's three regions. Region I, which includes John Reith Elementary, Herman Leimbach Elementary, Charles Mack Elementary, Union House Elementary and Prairie Elementary Schools, has 265 students certified for PreK. Region II, which includes Florin Elementary, Isabelle Jackson Elementary, William Daylor High, and Samuel Kennedy Elementary Schools, has 259 families certified for PreK. Region III, which includes Barbara Comstock Morse Elementary, Maelola Beitzel Elementary, David Reese Elementary, Franklin Elementary, Florence Markofer Elementary, and James McKee Elementary schools has 317 students certified for PreK. Currently there are 841 students certified, which is 90% of the number needed for full enrollment. Certification dates have been created for the month of July to certify the remaining 10% of students needed for full enrollment.

Sacramento City Unified School District

Education and Child Development Update:

School Readiness - In June, about 2000 preschool students, including those in SCUSD's home-based program, received a school readiness/transition materials package. These materials included a pencil box, pencil, eraser, pencil sharpener, crayons, glue, colored pencils, construction paper, writing journal, watercolor paints, and ruler. The classroom teachers presented the materials to their students to use over the summer and prepare for kindergarten in the fall.

Staff Development - On June 3rd the Children's Center Teachers received training from the California Preschool Instructional Network (CPIN) on "Introducing Letter Knowledge To Preschoolers: Why and How." Staff received strategies for the best way to share alphabet knowledge with preschoolers and how to support children with fun, naturalistic activities. This workshop was very informative and well received.

Health Update:

PIR Updates - The new nurses have been very busy preparing the PIR and screening children for September enrollment. During the review of the PIR data, it was found that there was 100% success rate on preventative dental care due to the Smile Keepers Program visiting every school to apply fluoride dental varnish for the children.

Training and Parent Workshops - Lisa Stevens attended the Food for Thought Training and obtained many resources about nutrition for parent and classroom education. Lisa also concluded the first Cooking Matters Parent Workshops at Cap City and Hiram Johnson. There was much interest from the parents to have classes during the summer or doing the workshops again during the school year.

Lead Results - Currently SCUSD is working on obtaining lead results for all returning children in addition to children who are screened.

EHS & Home Base Update:

Staff Development - Early Head Start Center-based staff attended post-service staff development on June 20. The topic, "Using Environmental Strategies to Promote Positive Social Interactions" was presented in an interactive way and was well received by staff.

Summer Home Visits - Center-based Early Head Start families are now in the process of receiving five summer home visits from their teachers. The focus of this summer's visits is "Maximizing Your Baby's Brain Development."

San Juan Unified School District

Education Services Update:

The staff calendar is in production. SJUSD has included many face pages to guide teachers through the year on topics such as the integrated curricula, cultural competence, and dual

language learners. Pacing guides for language and literacy and math are included in the calendar.

Disabilities Services Update:

The registration and screening process began in June for children re-registering and newly enrolling into programs for the fall. The screening team received a refresher course/training and were up and ready to go along with a newly stocked screening room. The Care Management team has managed all the files of children who have come through screening for the month of June. Referrals have been created for children needing them to take place as soon as school begins in August. The Disabilities Specialist is also in the midst of purging and storing all the IEPs that have been turned in from teachers completing their 2010-2011 school year paperwork. Outgoing children's IEPs will be put in the proper storage and returning children's IEPs will be prepared and organized for next year.

Mental Health Services Update:

The Mental Health Therapist provided support to the Kindergarten Readiness summer program. Kinder-bound students are given social/emotional tools to begin school in the fall. As parents begin the screening process for fall enrollment, families/children with identified needs are contacted by the MHT for necessary mental health services and follow-up intervention.

Nutrition Services Update:

SJUSD is pleased to announce that 13 teachers applied for the recent Western Growers Foundation garden grant! Hopefully, they will receive good news as they return for the next school year. The new ChooseMyPlate.gov posters are being laminated and will be available to the teachers at the fall staff training in August.

Health Services Update:

Health staff continues to follow up with children needing dental care from the second round of dental screenings with Kate Varanelli from Smile Keepers. Screening is now available three days a week (up from one day) in the centralized screening room. This is both for re-registration and new registrations of children for preschool. Health staff continue to review the information for the PIR report.

Family and Community Partnerships Update:

The June Policy Committee meeting was shorter than usual as the major tasks for the year have been accomplished. The SETA representatives gave a very positive report on the leadership training presented by Tracy Tomasky. There will be no Policy Committee meeting in July.

Transition Services Update:

Teachers completed their transition activities in June with their end-of-the-year family events. There were many fun fieldtrips and special events at the school sites, recognizing the

progress of all children this year. The classroom binder of transition activities will be revised and updated this year. The revisions will go to teachers in August when preschool classes resume.

Program Support/Staff Training Update:

SJUSD concluded the training schedule in May. Next year's professional development plan is complete.

San Juan has created summer committee opportunities for teachers to participate in the process of planning for the next academic year. There is a math committee which is creating a pacing guide for math activities that occur throughout the year in the classroom, two math workshops which will be offered to teachers, and home math activities for parents to do with their children. Additionally, there is an assessment committee which is creating a more teacher friendly approach to SJUSD's assessment system of collecting anecdotal evidence.

Fiscal Update:

June has been a very busy month as all fiscal reports and claims were submitted to SETA on June 10th.

Year-end close began within the San Juan Unified School District so that all receipts, mileage claims, etc. are being processed so that final payments can be made by the 30th of June. All Head Start and Early Head Start projections and trends are currently on track for this time of year. Early Head Start, since it is year round, is still in session.

Early Head Start:

The month began with an all staff celebration lunch. Food and fun was had by all! The month ends with two parent/staff trainings on Healthy Feeding of Young Children. The same training is being offered at two locations on two different nights to accommodate families on both ends of the district.

Twin Rivers Unified School District

Highlights:

Challenges/successes, enrollment and attendance, on-going monitoring, DRDP-r, self - assessment, PIR, program highlights and significant program changes, expansion updates, etc.

Events:

The few school days in June were dedicated to "Last Circles" the end-of-the-year celebrations. Teaching staff coordinated ceremonies for all students entering kindergarten as well as returning to preschool. Parents and relatives attended the ceremonies and students delighted in showcasing their talents with songs, skits and reading. Students displayed their artwork and delighted at receiving diplomas/awards for their tremendous effort and hard work. Students will return on August 11, 2011.

Components:

All Component Leaders worked on gathering data for the Program Information Report (PIR).

Plans for the upcoming year were finalized and component leaders are scheduled to return August 2011.

Policy and parent Committees:

Due to the summer break, there were no Parent Committee or Policy Council meetings in June. Meetings will resume August 2011.

Personnel Changes:

Due to the loss of state funding, several preschool teachers were laid off and state programs were closed. This created a bumping process. Three of the Head Start teachers were included in the layoff. On May 31, 2011 the Policy Committee approved the selection of the two highly qualified teachers to continue in the Head Start Supplemental classes for the 2011-2012 school term.

WCIC

School is not in session. No report for June.

SOP ENROLLMENT REPORT FOR SCHOOL YEAR 2010-2011

Site	Loc Id	Track II	# Enrolled 6/30/11	# Present 6/30/11	# Absent 6/30/11	# Term W/I 30 days
Off Track		1				
Off Track		2				
Off Track		3				
Auberry Park	1238A	3	14	11	3	6
Auberry Park	1238B	1	20	15	5	
Bannon Creek	1200A	1	19	11	8	1
Bannon Creek	1200B	1	20	13	7	
Bannon Creek	1200X	3	20	19	1	
Bright Beginnings	1201A	3	9	5	4	11
Bright Beginnings	1201B	3	15	13	2	5
Bright Beginnings	1201C	3	12	8	4	8
Bright Beginnings	1201D	3	14	9	5	6
Broadway ELC	1246R	1	18	9	9	3
Broadway ELC	1246X	3	19	9	10	1
Country Woods	1245A	1	20	12	8	
Country Woods	1245B	3	20	16	4	
Country Woods	1245C	1	19	14	5	1
Country Woods	1245D	3	19	16	3	
Crossroad Gardens	1242A	3	19	14	5	1
Crossroad Gardens	1242R	1	21	18	3	
Crossroad Gardens	1242U	EHS	7	5	2	1
Crossroad Gardens	1242X	3	19	15	4	2
EHS-HB OPTION	1230B	EHS	11	0	0	
EHS-HB OPTION	1230C	EHS	12	13	0	
EHS-HB OPTION	1230D	EHS	11	6	5	
EHS-HB OPTION	1230E	EHS	14	1	0	
EHS-HB OPTION	1230F	EHS				
EHS-HB OPTION	1230G	EHS	12	11	1	
EHS-HB OPTION	1230H	EHS	12	11	0	
EHS-HB OPTION	1230I	EHS	11	10	0	1
EHS-HB OPTION	1230J	EHS	13	11	3	
EHS-HB OPTION	1230K	EHS	13	8	6	
EHS-HB OPTION***	1230L	EHS	12	11	1	
EHS-HB OPTION***	1230M	EHS	10	0	4	2
EHS-HB OPTION***	1230N	EHS	13	6	7	
Elkhorn	1255A	3	20	15	5	
Elkhorn	1255B	1	17	14	3	3
Elkhorn	1255C	1	16	8	8	3
Elkhorn	1255D	1	13	11	2	
	1255X	1	18	15	3	1

SOP ENROLLMENT REPORT FOR SCHOOL YEAR 2010-2011

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

SOP ENROLLMENT REPORT FOR SCHOOL YEAR 2010-2011

Site	Loc Id	Track II	# Enrolled 6/30/11	# Present 6/30/11	# Absent 6/30/11	# Term W/I 30 days
Hopkins Park	1253A	1	15	6	9	4
Hopkins Park	1253B	3	16	11	5	3
Hopkins Park	1253C	1	20	13	7	
Hopkins Park	1253D	3	19	18	1	
Illa Collin ELC	1221A	3	16	9	7	4
Illa Collin ELC	1221B	1	17	12	5	3
Job Corp	1237M	EHS	6	6	0	1
Job Corp	1237U	EHS	7	7	0	1
Job Corp	1237X	3	20	17	3	1
Kennedy Estates	1240A	1	19	11	8	
Kennedy Estates	1240B	3	20	16	4	
La Riviera	1241M	EHS	8	5	3	
La Riviera	1241R	1	22	14	8	
La Riviera	1241U	EHS	8	7	1	
La Riviera	1241X	3	23	18	5	
La Verne Stewart	1219A	1	21	16	5	
La Verne Stewart	1219B	3	20	15	5	
Mather	1223A	3	20	14	6	
Mather	1223B	1	20	18	2	
Mather	1223R	1	17	13	4	4
Mather	1223U	EHS	8	7	1	
Mather	1223X	3	12	9	3	8
Nedra Court	1244A	3	19	14	5	1
Nedra Court	1244B	1	17	17	0	2
Nedra Court	1244C	1	18	14	4	2
New Helvetia I-EHS	1212U	EHS	15	12	3	1
New Helvetia II-HS	1247A	1	17	14	3	3
New Helvetia II-HS	1247B	1	17	8	9	3
Norma Johnson ELC	1214R	1	19	14	5	2
Norma Johnson ELC	1214U	EHS	8	4	4	
Norma Johnson ELC	1214X	3	14	13	1	4
Northview	1224A	1	20	16	4	
Northview	1224B	3	19	15	4	1
Northview	1224R	1	21	16	5	
Northview	1224U	EHS	9	8	1	
Northview	1224X	3	18	13	5	3
Parker Avenue	1207E	5	10	8	2	4

**SETA OPERATED PROGRAM MONTHLY ENROLLMENT/ADA REPORT FOR
MAY 2011**

TRACK III

Standard Option - Up to 6 hours/day, 5 days/week					
Center Name	Funded Enrollment	Current Enrollment	Total Days	ADA	% ADA
Auberry Park	20	20	21	20	100%
Cordova Lane-BB	80	77	21	75	94%
Country Woods	40	38	21	38	95%
Elkhorn	20	20	21	20	100%
Freedom Park	20	19	21	17	85%
Fruitridge	20	18	21	19	95%
Galt	60	60	21	60	100%
Grant Skills	20	20	21	20	100%
Grizzly Hollow	20	20	21	20	100%
Hillsdale	40	40	21	38	95%
Hopkins Park	40	39	21	38	95%
Illa Collin	20	20	21	19	95%
Kennedy Estates	20	20	21	19	95%
LaVerne Stewart	20	20	21	20	100%
Mather	20	20	21	20	100%
Nedra Court	20	20	21	20	100%
Northview	20	20	21	19	95%
Solid Foundation	40	40	21	39	98%
Strizek Park	20	20	21	20	100%
Vineland	20	20	21	20	100%
Walnut Grove	40	29	21	29	73%
TOTAL	620	600	Varied	590	95%

Full Day Option - More than 6 hours/day, 5 days/week					
Center Name	Funded Enrollment	Current Enrollment	Total Days	ADA	% ADA
Bannon Creek	20	21	21	21	105%
Broadway	20	20	21	19	95%
Crossroad Gardens-PD	20	21	21	20	100%
Crossroad Gardens-FD	20	21	21	21	105%
Elkhorn	20	11	21	9	45%
Freedom Park	40	41	21	40	100%
Grant Skills	20	20	21	20	100%
Hillsdale	40	39	21	40	100%
Job Corp	20	21	21	20	100%
LaRiviera	20	22	21	21	105%
Mather	20	20	21	20	100%
Norma Johnson	20	17	21	16	80%
Northview	20	21	21	20	100%
Phoenix Park	20	20	21	19	95%
Sharon Neese	20	21	21	20	100%
TOTAL	340	336	Varied	326	96%
Home Base Option					
Center Name	Funded Enrollment	Current Enrollment	Weekly Home Visits	Socializations	
Home Base	30	34	29 23 18 28 6	2	
TOTAL	30	34	Varied	2	

**SETA OPERATED PROGRAM MONTHLY ENROLLMENT/ADA REPORT FOR
MAY 2011**

TRACK V

Extended Option - Up to 6 hours/day, 5 days/week					
Center Name	Funded Enrollment	Current Enrollment	Total Days	ADA	% ADA
Parker	12	12	21	11	92%
TOTAL	12	12	Varied	11	92%

AARA Expansion- Up to 4 hours/day, 5 days/week					
Center Name	Funded Enrollment	Current Enrollment	Total Days	ADA	% ADA
Whispering Pines	20	19	21	18	90%
TOTAL	20	19	Varied	18	90%

Early Head Start - Center Base Option					
Center Name	Funded Enrollment	Current Enrollment	Total Days	ADA	% ADA
Crossroad Gardens	8	8	21	8	100%
Grizzly Hollow	8	8	21	8	100%
Job Corp	16	13	21	13	81%
La Riviera	16	16	21	15	94%
Mather	8	7	21	8	100%
New Helvetia I	16	16	21	17	106%
Norma Johnson	8	7	21	7	88%
Northview	8	8	21	8	100%
Phoenix Park	8	8	21	8	100%
Sharon Neese ELC	8	7	21	8	100%
TOTAL	104	98	Varied	100	96%

Early Head Start - Home Base Option								
Center	Funded Enrollment	Current Enrollment	Weekly Home Visits				Socializations	
Home Base	109	106	72	85	67	66	12	2
TOTAL	109	106	72	85	67	66	12	2

AARA EHS Expansion- Home Base Option								
Center	Funded Enrollment	Current Enrollment	Weekly Home Visits				Socializations	
EHS SOP	36	35	19	26	25	24	7	2
River Oak	60	59	42	44	34	29	6	2
SCOE	36	35	25	26	21	19	6	2
TOTAL	132	129	86	96	80	72	19	6

Head Start - Home Base Option								
Center	Funded Enrollment	Current Enrollment	Weekly Home Visits				Socializations	
Home Base	12	13	13	12	10	7	2	2
TOTAL	12	13	13	12	10	7	2	2

SPECIAL EDUCATION REPORT

Sacramento County Head Start/Early Head Start
(As of 06/30/11)

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 (211)	25	(12%)	N/A	
Elk Grove USD (420)	71	(17%)	N/A	
Sacramento City USD (1292)(147)	172	(13%)	15	(10%)
San Juan USD (700) (161)	80	(11%)	27	(17%)
WCIC (120)	13	(11%)	N/A	
SETA (2796) (345) (1878 Tracks)	246	(13%)	49	(14%)
County (4621)* (653)*	607	(13%)	91	(14%)

* Totals include ARRA enrollments

AFE = Annual Funded Enrollment

% AFE = Percentage of Annual Funded Enrollment

Seta Head Start Food Service Operations Monthly Report * June 2011

June 3rd - Last Day WCIC part day classes.

June 6th - WCIC Full Day Class Closed.
Elkhorn opens a 10 ct. PM Class

June 7th - WCIC Full Day Class Closed

June 8th -WCIC One Full Day Class Opens for the Summer

June 15th & 16th - Parker Closed Staffing Issues.

June 20th - WCIC Class Closed

June 27th - Grant Skills decreased by one PM Class.

Meetings and Trainings:

Connie Otwell attended the Leadership Meeting on June 15th

Support Services Meeting with Brenda Campos attended by
The Food Service Team June 24th.

Total Number of Meals and Snacks Prepared for All Kitchens				
Lunch	PM Snack	Breakfast	Field Trips	
43,200	26,750	31,026	2108	

Total Amount of Meals and Snacks Prepared	103,084
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Purchases:

Food	\$79,173.45
Non - Food	\$17,748.90

Building Maintenance and Repair:	\$5,716.91
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Kitchen Small Wares and Equipment:	\$0.00
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Vehicle Maintenance and Repair :	\$5,427.20
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Vehicle Gas / Fuel:	\$2,256.96
Normal Delivery Days	22

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:
