

Thought for the Day: "Character cannot be developed in ease and quiet. Only through experience of trial and suffering can the soul be strengthened, ambition inspired, and success achieved.

Author: Helen Keller

MEETING OF THE HEAD START/EARLY HEAD START PARENT ADVISORY COMMITTEE

Date: Tuesday, July 13, 2004 (Note: meeting date)

Time: 6:00 p.m. (Note: meeting time)

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 following completion of the regular Committee for consideration. 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/PAC Meeting Attendance Update

II. Consent Items

- A. Approval of Minutes for PAC Meeting of June 8, 2004

III. Action Items

- A. Timed Item: 6:00 p.m. and Public Hearing: First Reading of the Modifications to the Bylaws of the SETA Operated Head Start/Early Head Start Parent Advisory Committee
B. Approval of Policy Council/Parent Advisory Committee Joint Parent Activity

IV. Information Items

- A. Standing Information Items
- Introduction of New Staff
 - Upcoming Meetings/Trainings/Conferences/Events
 - Ms. Alma Walton, Ms. Belinda Malone, Mr. Robert Silva and Ms. Julita Bentz, Social Services/Parent Involvement Specialists
 - Average Daily Attendance (ADA) Report
 - Monthly Special Education Report
 - California Head Start Association Conference Reports

- NHTSA Annual Training Conference (Written Reports) - April 21-24, 2004 (Wednesday - Saturday), Anaheim, CA
- California Head Start Association (CHSA) Report - Ms. Aisha Money
- Fiscal Report (January, April, July, October) Mr. Kim Peck
- Community Resources/Recognitions – Parent Advisory Committee Representatives/Staff
 - First 5 Neighborhoods Grant Application (See attached flyer.)
- Parent/Staff Recognitions
- Grandparent/Foster Parent Report - Ms. Penny Campbell-Mays and Denise Nelson
- Child Care Center Food Menu (Attached.)
- Center For Law And Social Policy (CLASP) Policy Brief (Attached.)

B. Governing Board Minutes

V. **Committee Reports**

- Executive Committee
 - Critique of the Parent Advisory Committee, June 8, 2004
- Personnel/Bylaws Committee
- Budget/Planning Committee
- Social/Hospitality/Fundraising
- Program Area Committee Reports:
 - Early Childhood Development and Health Service Committee
 - Family and Community Partnerships/Training Committee
 - Monitoring/Evaluation Committee (Self-Assessment)
- Community Advocating Male Participation (C.A.M.P.) - Gary Rauscher
- Food Services Committee
- Early Head Start Committee

VI. **Other Reports**

- Chair's Report - Mr. Hasan McWhorter
- Policy Council's Report(s) - Ms. Kama Meredith, Ms. Betty Walker, Ms. Penny Campbell-Mays, Ms. Larisa Yarbrough, Mr. Hasan McWhorter, Ms. Denise Nelson
- Head Start Deputy Director's Report - Ms. Norma Johnson
- Manager - Administration Operations Report - Ms. Buffie Engstrom
- Manager - Program Support Services Report - Ms. Brenda Campos
- Manager - EHS, Special Projects and Community Partnerships Report – Vacant

VII. **Center Updates**

VIII. **Discussion**

IX. **Public Participation**

X. **Adjournment**

Distribution Date: Wednesday, July 7, 2004

ITEM I-A – ROLL CALL

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

- ___ Georgia Work, Auberry Park Head Start
- ___ **Vacant**, Bannon Creek Head Start
- ___ **Vacant**, Broadway Early Learning Center
- ___ Vera Holland, Center of Praise Head Start
- ___ Silvia Sarmienta, Countrywood Head Start
- ___ **Vacant**, Crossroads Garden Head Start
- ___ Christina Canada, CSUS Head Start
- ___ **Vacant**, Dos Rios Head Start
- ___ Sherry Hall Gangloff, Early Head Start
- ___ Hasan McWhorter, Franklin Head Start
- ___ Crystal Guevara, Fruitridge Head Start
- ___ **Vacant**, Galt Head Start
- ___ **Vacant**, Grace Lutheran Head Start
- ___ Rosa Maria Cabrera, Grant Skills Center
- ___ **Vacant**, Hillsdale Head Start
- ___ **Vacant**, Home Base/CCCP Head Start
- ___ **Vacant**, Home Base/CCCP Head Start
- ___ **Vacant**, Job Corp Head Start
- ___ Minerva Gillette, Kennedy Estates Head Start
- ___ Jackie Russell-Saini, La Riviera Head Start
- ___ **Vacant**, LaVerne Stewart Head Start
- ___ Nancy Flores, Los Niños Head Start
- ___ Arlene Mendez, Marie Cleveland’s Bright Beginnings Head Start
- ___ Suzy Root, Mather Head Start
- ___ Kama Meredith, Mulberry Commons Head Start
- ___ **Vacant**, Nedra Court Head Start
- ___ **Vacant**, New Helvetia Head Start
- ___ Betty Walker, Northview Head Start
- ___ **Vacant**, Norwood Head Start
- ___ **Vacant**, Parker Avenue Head Start
- ___ LaRisa Yarbrough, Strizek Head Start
- ___ **Vacant**, Vineland Head Start
- ___ **Vacant**, Walnut Grove Head Start
- ___ Joi Tikoi, Watt and “E” Head Start
- ___ Urshala Baines, Whispering Pines Head Start
- ___ Denise Nelson, Foster Parent Representative
- ___ Penny Campbell-Mays, Grandparent Representative
- ___ Gary Rauscher, Male Involvement Representative
- ___ Margie Mitchell, Out Going Chair
- ___ Aisha Money, Past Parent/Community Representative
- ___ Beverly Shah, Past Parent/Community Representative

New Representatives to be seated:

- ___ Rebecca Navarrette, Bannon Creek Head Start
- ___ Nekisha Woods, Norwood Head Start

ITEM I-B – PAC MEETING ATTENDANCE UPDATE

The PAC was seated on November 13, 2003
PARENT ADVISORY COMMITTEE - MEETING ATTENDANCE PROGRAM YEAR 2003-2004

BOARD MEMBER	CENTER	11/13	12/16	1/13	2/17	3/9	4/13	4/27	6/8			
Georgia Work S/B Seated 11/03	AP	U	X	U	X	X	X	X	X			
Rebecca Navarette S/B Seated 06/04	BC								U			
Vacant												
Vera Holland S/B Seated 02/04	COP				X	E	X	U	X			
Silvia Sarmienta S/B Seated 12/03	CW		AP	U	X	X	X	X	X			
Jennifer DeBarros S/B Seated 06/04	CR								U			
Christina Canada Seated 03/04	CSUS					X	U	X	X			
Vacant	DR											
Sherry Hall Gangloff Seated 12/03	EHS		X	U	E	X	X	X	X			
Hasan McWhorter Seated 11/03	FR	X	X	X	X	X	X	X	X			
Crystal Guevara Seated 11/03	FT	X	X	E	X	X	X	U	X			
Vacant	G											
Vacant	GL											
Rosa Maria Cabrera Seated 06/04	GSC								X			
Vacant	H											
Vacant	HB/CCCP											
Vacant	HB/CCCP											
Vacant	JC											
Minerva Gillette Seated 02/04	K				X	X	X	X	X			
Jackie Russell Saini Seated 04/04	LAR						X	U	E			
Vacant	LVS											
Nancy Flores Seated 03/04	LN					X	X	X	E			
Arlene Mendez Seated 11/03	MCBB	X	X	X	X	X	X	X	X			
Suzy Root Seated 11/03	M	X	E	X	X	X	X	X	X			
Kama Meredith Seated 11/03	MULBC	X	U	X	X	X	X	X	X			
Vacant	NC											
Vacant	NH											
Betty Walker Seated 11/03	NV	X	E	X	X	X	X	X	X			
Nekisha Woods S/B Seated 06/04	N								U			
Vacant	PA											
LaRisa Yarbrough Seated 11/03	S	X	X	X	X	X	X	X	X			
Vacant	V											
Joi Tikoi Reinstated 04/15/04	WE							X	X			
Vacant	WG											
Urshala Baines S/B Seated 02/04	WP				E	X	U	X	E			
Denise Nelson Seated 11/03	FPR	X	X	U	X	X	X	X	X			
Penny Campbell-Mays Seated 11/03	GPR	X	X	X	X	X	X	X	X			
Gary Rauscher Reinstated 04/15/04	MIR							X	X			
Margie Mitchell Seated 11/03	OGC	X	X	X	X	X	X	X	X			
Aisha Money S/B Seated 11/03	PPR	U	E	X	X	PAC	X	X	X			
Beverly Shah Seated 11/03	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 to see if they can attend in your place,**
- 2. Second, call Head Start Social Services/Parent Involvement Coordinator, Ms. Marie Desha at 263-4082, and**
- 3. Third, please call PAC Chair, Mr. Hasan McWhorter at 429-7847 or the PAC Secretary, Ms. Lori Black at 263-4068.**

PARENT ADVISORY COMMITTEE - MEETING ATTENDANCE UPDATE
PROGRAM YEAR 2003-2004
(Continued)

Center Abbreviations

AP:	Auberry Park	LAR:	La Riveria
BC:	Bannon Creek	LN:	Los Ninos
BLC:	Broadway Early Learning Center	LVS:	LaVerne Stewart
COP:	Center of Praise	M:	Mather
CR:	Crossroads Garden	MCBB:	Marie Cleveland Bright Beginnings
CSUS:	CA State University, Sacramento	MULBC:	Mulberry Commons
CW:	Countrywood	N:	Norwood
DR:	Dos Rios	NC:	Nedra Court
EHS:	Early Head Start	NH:	New Helvetia
FR:	Franklin	NV:	Northview
FT:	Fruitridge	PA:	Parker Avenue
G:	Galt	S:	Strizek
GL:	Grace Lutheran	V:	Vineland
GSC:	Grant Skills Center	WE:	Watt and E
H:	Hillsdale	WG:	Walnut Grove
HB/CCCP:	Home Based/Child Care Collaboration Program	WP:	Whispering Pines
JC:	Job Corp		
K:	Kennedy Estates		

Representative Abbreviations

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

Attendance Record Abbreviations

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

ITEM II-A – CONSENT ITEM
APPROVAL OF MINUTES FOR PAC MEETING
JUNE 8, 2004

BACKGROUND:

The minutes of the Parent Advisory Committee meeting June 8, 2004 are provided for your review.

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

ITEM III-A – ACTION

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

BACKGROUND:

The Personnel/Bylaws Committee 2003-2004 met three times to review and recommend revisions to the Bylaws of SETA Operated Head Start/Early Head Start Parent Advisory Committee.

Attached for your review is a copy of the Bylaws with recommended additions/revisions. Additions are indicated by *italic* type and deletions are indicated by ~~strikethrough~~.

RECOMMENDATION:

Open the public hearing, hear any additional testimony and continue this item to the next Parent Advisory Committee meeting, where the action of the Committee will be to close the public hearing and approve the amendments to the PAC Bylaws as attached.

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

ITEM III-B – ACTION

**APPROVAL OF POLICY COUNCIL/PARENT ADVISORY COMMITTEE
JOINT PARENT ACTIVITY**

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to discuss and approve a joint parent activity with the Policy Council. Information on the parent activity will be shared at the Committee meeting.

RECOMMENDATION:

That the Parent Advisory Committee approves a joint parent activity with the Policy Council.

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

ITEM IV-A – INFORMATION ITEMS

STANDING INFORMATION ITEMS

BACKGROUND:

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

- A. Standing Information Items
 - Introduction of New Staff
 - Upcoming Meetings/Trainings/Conferences/Events
 - Ms. Alma Walton, Ms. Belinda Malone, Mr. Robert Silva and Ms. Julita Bentz, Social Services/Parent Involvement Specialists
 - Average Daily Attendance (ADA) Report
 - Monthly Special Education Report
 - California Head Start Association Conference Reports
 - NHSA Annual Training Conference (Written Reports) - April 21-24, 2004 (Wednesday - Saturday), Anaheim, CA
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 - Community Resources/Recognitions – Parent Advisory Committee Representatives/Staff
 - First 5 Neighborhoods Grant Application (See attached flyer.)
 - Parent/Staff Recognitions
 - Grandparent/Foster Parent Report - Ms. Penny Campbell-Mays and Denise Nelson
 - Child Care Center Food Menu (Attached)
 - Center For Law And Social Policy (CLASP) Policy Brief (Attached.)

NOTES:

ITEM IV-B – INFORMATION ITEMS

GOVERNING BOARD MINUTES

BACKGROUND:

The Governing Board minutes are attached for your review.

NOTES:

ITEM -V – COMMITTEE REPORT

BACKGROUND:

This agenda item provides an opportunity for the PAC Executive Committees to present a report.

- Executive Committee
 - Critique of the Parent Advisory Committee, June 8, 2004
- Personnel/Bylaws Committee
- Budget/Planning Committee
- Social/Hospitality/Fundraising
- Program Area Committee Reports:
 - Early Childhood Development and Health Services Committee
 - Family and Community Partnerships/Training Committee
 - Monitoring/Evaluation Committee (Self-Assessment)
- Community Advocating Male Participation (C.A.M.P.) - Mr. Gary Rauscher
- Food Services Committee
- Early Head Start Committee

NOTES:

PAC EXECUTIVE COMMITTEE CRITIQUE
OF THE JUNE 8, 2004 MEETING

GOOD	NEEDS IMPROVEMENT
1. Attendance	1. Punctuality
2. Timeliness of meeting was excellent	2. Side barring with other Representatives
	3. Absolutely no food in the Board Room

NOTES:

ITEM VI – OTHER REPORTS

BACKGROUND:

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

- Chair's Report - Mr. Hasan McWhorter
- Policy Council's Report(s) - Ms. Kama Meredith, Ms. Betty Walker, Ms. Penny Campbell-Mays, Ms. Larisa Yarbrough, Mr. Hasan McWhorter, Ms. Denise Nelson
- Head Start Deputy Director's Report - Ms. Norma Johnson
- Manager - Administration Operations Report - Ms. Buffie Engstrom
- Manager - Program Support Services Report - Ms. Brenda Campos
- Manager - EHS, Special Projects and Community Partnerships Report - Vacant

NOTES:

ITEM VII – CENTER UPDATES

BACKGROUND:

This agenda item allows 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 members the opportunity to ask questions about the program pertinent to their centers.

NOTES:

ITEM IX – PUBLIC PARTICIPATION

BACKGROUND:

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

NOTES:
