

Thought for the Day: "If a window of opportunity appears, don't pull down the shade."

Author: Tom Peters

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

Date: Tuesday, October 12, 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
- B. PAC Meeting Attendance Update

II. Consent Item

- A. Approval of Minutes for PAC Meeting of August 10, and September 14, 2004

III. Action Items

- A. Past Parent Application Review and Election
- B. Grandparent Application Review and Election
- C. Foster Parent Application Review and Election

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 – Ms. Elsie Bowers

- Monthly Special Education Report – Ms. Beverly Sanford
- PC/PAC End of Year Appreciation – Saturday, October 16, 2004, Shriners Hospitals For Children
- Head Start Awareness/Family Day Reports, Friday, October 1, 2004, William Land Park
- 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
- Parent/Staff Recognitions
- Grandparent/Foster Parent Report - Ms. Penny Campbell-Mays and Denise Nelson
- Child Care Center Food Menu (Attached.)

B. Sacramento Regional Transit District (RT) Presentation

C. Governing Board Minutes

V. Committee Reports

- Executive Committee
 - Critique of the Parent Advisory Committee, September 14, 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.) - Vacant
- 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-Peck
- Manager - EHS, Special Projects and Community Partnerships Report – Vacant

VII. Center Updates

VIII. Discussion

IX. Public Participation

X. Adjournment

Distribution Date: Thursday, October 7 , 2004

ITEM I-A – ROLL CALL

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

- ___ **Vacant**, Auberry Park Head Start
- ___ **Vacant**, Bannon Creek Head Start
- ___ Shikira Hill, Broadway Early Learning Center
- ___ **Vacant**, Center of Praise Head Start
- ___ **Vacant**, Countrywood Head Start
- ___ Loretta McClendon, Crossroads Garden Head Start
- ___ **Vacant**, CSUS Head Start
- ___ **Vacant**, Dos Rios Head Start
- ___ Sherry Hall Gangloff, Early Head Start
- ___ Hasan McWhorter, Franklin Head Start
- ___ Joi Tikoi, Freedom Park Head Start
- ___ **Vacant**, Fruitridge Head Start
- ___ **Vacant**, Galt Head Start
- ___ **Vacant**, Grace Lutheran Head Start
- ___ **Vacant**, 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
- ___ **Vacant**, Los Niños Head Start
- ___ **Vacant**, 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
- ___ Jennifer Lozano, Vineland Head Start
- ___ **Vacant**, Walnut Grove Head Start
- ___ **Vacant**, Whispering Pines Head Start
- ___ Denise Nelson, Foster Parent Representative
- ___ Penny Campbell-Mays, Grandparent Representative
- ___ **Vacant**, 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:

- Georgia Works, Auberry Park Head Start
- Silvia Sarmienta, Country Woods 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 | 7/13 | 8/10 | 9/14 | |
|--|---------|-------|-------|------|------|-----|------|------|-----|------|------|------|--|
| Vacant | AP | | | | | | | | | | | | |
| Vacant | BC | | | | | | | | | | | | |
| Shikira Hill Seated 07/04 | BLC | | | | | | | | | X | X | X | |
| Vacant | COP | | | | | | | | | | | | |
| Vacant | CW | | | | | | | | | | | | |
| Loretta McClendon Seated 08/04 | CR | | | | | | | | | | X | X | |
| Vacant | CSUS | | | | | | | | | | | | |
| Vacant | DR | | | | | | | | | | | | |
| Sherry Hall Gangloff Seated 12/03 | EHS | | X | U | E | X | X | X | X | X | X | X | |
| Joi Tikoi Reinstated 04/15/04 | FP | | | | | | | X | X | E | U | X | |
| Hasan McWhorter Seated 11/03 | FR | X | X | X | X | X | X | X | X | X | X | X | |
| Vacant | FT | | | | | | | | | | | | |
| Vacant | G | | | | | | | | | | | | |
| Vacant | GL | | | | | | | | | | | | |
| Vacant | GSC | | | | | | | | | | | | |
| Vacant | H | | | | | | | | | | | | |
| Vacant | HB/CCCP | | | | | | | | | | | | |
| Vacant | HB/CCCP | | | | | | | | | | | | |
| Vacant | JC | | | | | | | | | | | | |
| Minerva Gillette Seated 02/04 | K | | | | X | X | X | X | X | X | X | X | |
| Jackie Russell Saini Seated 04/04 | LAR | | | | | | X | U | E | X | X | X | |
| Vacant | LVS | | | | | | | | | | | | |
| Vacant | LN | | | | | | | | | | | | |
| Vacant | MCCBB | | | | | | | | | | | | |
| Suzy Root Seated 11/03 | M | X | E | X | X | X | X | X | X | X | X | X | |
| Kama Meredith Seated 11/03 | MULBC | X | U | X | X | X | X | X | X | X | X | X | |
| Vacant | NC | | | | | | | | | | | | |
| Vacant | NH1 | | | | | | | | | | | | |
| Vacant | NH2 | | | | | | | | | | | | |
| Betty Walker Seated 11/03 | NV | X | E | X | X | X | X | X | X | X | X | X | |
| Nekisha Woods S/B Seated 06/04 | N | | | | | | | | U | X | U | U | |
| Vacant | PA | | | | | | | | | | | | |
| LaRisa Yarbrough Seated 11/03 | S | X | X | X | X | X | X | X | X | E | X | X | |
| Vacant | SN | | | | | | | | | | | | |
| Vacant | SVE | | | | | | | | | | | | |
| Jennifer Lozano Reinstated 07/15/04 | V | | | | | | | | | | X | X | |
| Vacant | WG | | | | | | | | | | | | |
| Vacant | WP | | | | | | | | | | | | |
| Denise Nelson Seated 11/03 | FPR | X | X | U | X | X | X | X | X | X | X | E | |
| Penny Campbell-Mays Seated 11/03 | GPR | X | X | X | X | X | X | X | X | X | E | X | |
| Vacant | MIR | | | | | | | | | | | | |
| Margie Mitchell Seated 11/03 | OGC | X | X | X | X | X | X | X | X | X | X | X | |
| Aisha Money S/B Seated 11/03 | PPR | U | E | X | X | PAC | X | X | X | X | X | X | |
| Beverly Shah Seated 11/03 | PPR | X | X | X | X | X | X | X | X | X | X | X | |

Members: If you cannot attend a meeting and are going to be absent, you must:

1. First, call your Alternate to see if they can attend in your place,
2. Second, call Head Start Social Services/Parent Involvement Coordinator, Ms. Marie Desha at 263-4082, and
3. Third, please call PAC Chair, 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 | NH1: | New Helvetia 1 |
| FR: | Franklin | NH2: | New Helvetia 2 |
| FP: | Freedom Park | NV: | Northview |
| G: | Fruitridge | PA: | Parker Avenue |
| GL: | Galt | SN: | Sharon Neese |
| GSC: | Grace Lutheran | S: | Strizek |
| H: | Grant Skills Center | SVE: | Sierra Vista Elementary |
| HB/CCCP: | Hillsdale | V: | Vineland |
| JC: | Home Based/Child Care Collaboration Program Job Corp | WG: | Walnut Grove |
| K: | Kennedy Estates | WP: | Whispering Pines |

Representative Abbreviations

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

Attendance Record Abbreviations

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

ITEM II-A – CONSENT ITEM

**APPROVAL OF MINUTES FOR PAC MEETING
AUGUST 10, AND SEPTEMBER 14, 2004**

BACKGROUND:

The minutes of the Parent Advisory Committee meeting of August 10, and September 14, 2004 are provided for your review.

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

MEETING OF THE HEAD START PARENT ADVISORY COMMITTEE

MINUTES/SYNOPSIS

SETA Boardroom
925 Del Paso Blvd.
Sacramento, CA 95815

August 10, 2004
6:00 p.m.

I. **WELCOME**

A. **Call To Order/Roll Call**

The meeting was called to order at 6:08 p.m. Ms. Kama Meredith read the thought for the day. Roll was called. Christina Canada resigned – child transferred to LaRiviera Head Start. Arlene Mendez resigned – relocated.

Members Present:

Shikira Hill
Sherry Hall-Gangloff (6:13 arrival)
Hasan McWhorter
Minerva Gillette
Jackie Russell-Saini (6:28 arrival)
Suzy Root
Kama Meredith
Betty Walker
LaRisa Yarbrough
Denise Nelson (6:21 arrival)
Margie Mitchell
Aisha Money (6:21 arrival)
Beverly Shah

Members Absent:

Georgia Work (Excused)
Silvia Sarmienta (Unexcused)
Nekisha Woods (Unexcused)
Joi Tikoi (Unexcused)
Penny Campbell-Mays (Excused)
Nancy Flores (Excused)

New Representatives:

Jennifer Lozano, Vineland Head Start
Loretta McClendon, Crossroads Garden Head Start

Quorum confirmed.

B. **PAC Meeting Attendance Update**

Attendance update reviewed by Mr. Hasan McWhorter.

(On Item I-A, Roll Call and on Item I-B, Attendance, Ms. Shikira Hill should be listed under Broadway Early Learning Center, not Center of Praise.)

II. **CONSENT ITEMS**

A. **Approval of Minutes for PAC Meeting of July 13, 2004**

(Background information read by Mr. McWhorter.)

Page 1, Item I-A, Welcome, correct spelling of Mr. Hasan McWhorter and Ms. Kama Meredith. Ms. LaRisa Yarbrough's absence status was Excused. Page 3, second line, the Grandparent Support Group meeting was August 2nd, not August 4th, 2004.

Minutes approved as corrected.

III. ACTION ITEMS

A. Timed Item: 6:00 p.m. and Public Hearing: Final Reading of the Modifications to the Bylaws of the SETA Operated Head Start/Early Head Start Parent Advisory Committee – Continued Item.

(Background information read by Mr. McWhorter.)

Motion by Ms. Suzy Root to close the public hearing and approve the Bylaws as attached. Seconded by Ms. Beverly Shah.

Discussion: Page 3, Article III, 1-B, Community Representatives, #3: It was clarified that there is no SOP Male Involvement Representative (MIR) Alternate position. It was decided to make no further rewording modifications to this paragraph.

Ayes: 14 Nays: 0 Abstain: 1 Motion: Carried.

(Abstention by Ms. Beverly Shah.)

B. Selection of Representative(s) and Alternate(s) to Attend the Region IX Head Start Association Annual Training Conference

(Background information by Mr. Hasan McWhorter.)

Motion by Ms. Betty Walker, Seconded by Ms. LaRisa Yarbrough, to select Representatives and Alternates to attend the Region IX Head Start Annual Training Conference in Phoenix, Arizona, October 19-21, 2004.

Discussion: Mr. McWhorter shared the recommendation made at the Executive Policy Council/Parent Advisory meeting held Friday, August 6, 2004. There will be three conference representatives from the Policy Council, one of which will be an Early Head Start representative and two conference representatives from the Parent Advisory Committee.

Ms. Desha shared that some of the money to send five parent representatives (Policy Council/Parent Advisory Committee) to this conference would be taken from T/TA funds. Any overage will be coming from miscellaneous parent travel (\$1,500). The Head Start Region IX Conference budget is \$2,500 and Early Head Start \$1,000.

Representatives shared their reasons of interest in attending the conference. Representatives will be Suzy Root and Denise Nelson. Alternate 1 will be Aisha Money. Alternate 2 will be Beverly Shah.

The Chair did not vote.

Ayes: 14 Nays: 0 Abstain: 0 Motion: Carried.

IV. INFORMATION ITEMS

A. Standing Information Items

- Introduction of New Staff – No 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 – Mr. Silva handed out flyers on C.A.M.P. activities. August 26, 2004 will be Daddy and Me at Fairy Tale Town. The fishing trip will be September 25, 2004. Mr. Silva shared information on Family Day in the Park, Friday, October 1, 2004. For questions, call 263-3809.
- Average Daily Attendance (ADA) Report – No report.
- Monthly Special Education Report – No report.

- National Head Start Institute on Father Involvement Conference Report – June 14-18, 2004, Dallas, Texas – Information handed out.
- California Head Start Association (CHSA) Report - Ms. Aisha Money – No report.
- Fiscal Report (January, April, July, October) Mr. Kim Peck – Information attached.
- Community Resources/Recognitions – Parent Advisory Committee Representatives/Staff – None.
- Parent/Staff Recognitions – None.
- Grandparent/Foster Parent Report - Ms. Penny Campbell-Mays and Denise Nelson
- Child Care Center Food Menu – Handed out.

Ms. Margie Mitchell shared there will be a clothing giveaway at St. Paul's Missionary Baptist Church, September 11, 10:00 a.m. – 2:00 p.m., 4020 - 12th Avenue. Donations must be dry cleaned. Call 737-7070 for questions.

B. Medical Investigation of Neurodevelopment Disorders (M.I.N.D. Institute) Presentation – Dr. Beth Goodlin-Jones

Dr. Goodlin-Jones shared that the M.I.N.D. Institute studies the development of infants to 18 months; sleep patterns of children two to five years; child development of children one to four years; and children with neurodevelopmental disorders and autism. The Institute needs volunteers to participate in their program, as well as ideas on how to inform the community of their free services. Dr. Goodlin-Jones provided handouts and answered questions from committee members. The web address is www.mindinstitute.org.

C. Governing Board Minutes – Attached.

V. COMMITTEE REPORTS

- Executive Committee
 - Critique of the Parent Advisory Committee, July 13, 2004 – Critique read by Ms. Suzy Root.
- Personnel/Bylaws Committee – No report.
- Budget/Planning Committee – No report.
- Social/Hospitality/Fundraising – The next committee meeting will be Wednesday, September 15, at 1:00 p.m., in the Oak Room. Ms. LaRisa Yarbrough provided information on the End of Year Banquet, Saturday, October 16, 2004, 5:00 – 8:00 p.m., Shriners Hospitals for Children, 2425 Stockton Blvd., Sacramento.
- Program Area Committee Reports:
 - Early Childhood Development and Health Service Committee – No report.
 - Family and Community Partnerships/Training Committee – Ms. Mitchell shared that the Committee discussed Family Day.
 - Monitoring/Evaluation Committee (Self-Assessment) – No report.
- Community Advocating Male Participation (C.A.M.P.) – (Previously given.)
- Food Services Committee – No report.
- Early Head Start Committee – No meeting.

VI. OTHER REPORTS

- Chair's Report - Mr. Hasan McWhorter – No report.
- Policy Council's Report(s) - Ms. Kama Meredith, Ms. Betty Walker, Ms. Penny Campbell-Mays, Ms. Larisa Yarbrough, Mr. Hasan McWhorter, Ms. Denise Nelson – Ms. Kama Meredith commented on the approval of labor agreement, and SETA Head Start position name changes.
- Head Start Deputy Director's Report - Ms. Norma Johnson – No report.
- Manager - Administration Operations Report - Ms. Buffie Engstrom – No report.
- Manager - Program Support Services Report - Ms. Brenda Campos-Peck – No report.
- Manager - EHS, Special Projects and Community Partnerships Report – Vacant

VII. CENTER UPDATES

Ms. Aisha Money shared that CSUS Head Start is now open year-round and enrollment is good. Parents are very grateful.

VIII. DISCUSSION

Ms. Jennifer Lozano asked why Vineland is closing. Ms. Buffie Enstrom shared that Vineland will be moving. The school district wants the building back, but will be giving us another building; she doesn't know the address yet. She will get the information and report back.

Ms. Denise Nelson shared that parents are still waiting on backpacks at Crossroads.

Ms. Betty Walker shared that the enrollment deadline for children age three is December 3, 2004.

IX. PUBLIC PARTICIPATION – None.

X. ADJOURNMENT – Meeting adjourned at 8:12 p.m.

MEETING OF THE HEAD START PARENT ADVISORY COMMITTEE

MINUTES/SYNOPSIS

SETA Boardroom
925 Del Paso Blvd.
Sacramento, CA 95815

September 14, 2004
6:00 p.m.

I. **WELCOME**

A. **Call To Order/Roll Call**

The meeting was called to order at 6:10 p.m. Ms. Shikira Hill read the thought for the day. Roll was called. Nancy Flores resigned Friday, September 10.

Members Present:

Shikira Hill
Loretta McClendon
Sherry Hall-Gangloff
Hasan McWhorter
Joi Tikoi
Minerva Gillette
Jackie Russell-Saini (6:35 arrival)
Suzy Root
Kama Meredith
Betty Walker
LaRisa Yarbrough
Jennifer Lozano
Penny Campbell-Mays
Margie Mitchell
Aisha Money (6:31 arrival)
Beverly Shah

Members Absent:

Nekisha Woods (U)
Denise Nelson (E)

B. **PAC Meeting Attendance Update**

Attendance update reviewed by Mr. Hasan McWhorter.

II. **CONSENT ITEMS**

A. **Approval of Minutes for PAC Meeting of August 10, 2004**

The minutes will be provided in next month's agenda.

III. **ACTION ITEMS**

A. **Selection of Representatives and Alternates to Attend the 3rd Annual California Head Start Association Parent Conference** (Background information read by Mr. McWhorter.)

Mr. McWhorter asked Representatives to change each reference of "eleven" to "ten" Representatives under Background and under Recommendation in this agenda item.

Motion by Ms. Penny Campbell-Mays that the Parent Advisory Committee select ten Representatives and ten Alternates to attend the 3rd Annual California Head Start Association Parent Conference by ballot, with the first ten highest vote getters becoming Representatives, and the next becoming Alternates.

Discussion: Ms. Margie Mitchell gave an update from the California Head Start Association (Parent Conference) meetings she attended. They selected a keynote speaker for Saturday, November 13, 2004, and are still working on one for Friday, November 12, 2004. Placer, San Joaquin and Orange Counties will be doing workshops. There will probably be SETA Head Start staff presenting workshops. Conference time will be 8:00 a.m. to 4:30 or 5:00 p.m.; Friday will be 8:00 a.m. to 4:30 p.m. The next meeting will be September 23, 2004, 9:30 a.m., in the Redwood Room.

The ten Representatives selected were: Kama Meredith, Betty Walker, Suzy Root, Sherry Hall Gangloff, LaRisa Yarbrough, Beverly Shah, Minerva Gillette, Jennifer Lozano, Loretta McClendon and Joi Tikoi.

Ayes: 14

Nays: 0

Abstain: 0

Motion: Carried.

IV. INFORMATION ITEMS

A. Standing Information Items

- Introduction of New Staff – No 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 – Ms. Alma Walton handed out flyers on Head Start Awareness/Family Day, to be held October 1, 2004, 10:00 a.m. to 2:00 p.m., at William Land Park. Parking available at St. Paul Missionary Baptist Church, with a free shuttle service provided to the park every 20 minutes. Ms. Renita Ervin has provided for 150 community resources to be at this event. Each SETA Head Start and Delegate Agency center will have an activity. All centers will be closed that day. Mr. Robert Silva is having a Sacramento County Fatherhood Resource Fair at Galt Community Park, Thursday, September 16, 2004, 6:00 to 8:00 p.m. For information contact Marcy Basila at (209) 745-6458 or Mr. Silva at 263-3809. Ms. Walton thanked the parents that came to the Grandparent Appreciation on the 13th of September. Ms. Walton provided a photo album type handout called, The Life Story Of. Resource information for Seniors and the Law was provided by Ms. Renita Ervin.
- Average Daily Attendance (ADA) Report – No report.
- Monthly Special Education Report – No report.
- Policy Council/Parent Advisory Committee Parent Activity Reports – U.C. Berkeley Lawrence Hall of Science – Saturday, August 28, 2004 - See attachment information on PC/PAC End of Year Banquet -- Ms. Betty Walker reported that the low attendance at the Parent Activity was very disappointing. It was a great trip. They learned a lot. The weather was nice. Flyer information available on how to make various science projects.
- Head Start Awareness/Family Day, Friday, October 1, 2004, William Land Park (Flyer attached.)
- California Head Start Association (CHSA) Report - Ms. Aisha Money – The Association received a grant to increase advocacy and is requesting interested parents to become advocates for Head Start. CHSA has hired a project coordinator who will be working with the parent ambassadors. 30 individuals are needed for the parent ambassador program. The Association is also doing an oral health program. The website is www.caheadstart.org.
- Fiscal Report (January, April, July, October) Mr. Kim Peck – No report.
- Community Resources/Recognitions – Parent Advisory Committee Representatives/Staff – None.
- Parent/Staff Recognitions – Ms. LaRisa Yarbrough will celebrate her 22nd wedding anniversary Saturday, September 18th. Ms. Minerva Gillette will celebrate her first wedding anniversary on September 18th. Ms. Beverly Shah's mother celebrated her 74th birthday on September 1st, and her sister's 55th birthday on September 8th. Mr. Hasan McWhorter celebrated his wedding anniversary August 23rd.

- Grandparent/Foster Parent Report - Ms. Penny Campbell-Mays and Denise Nelson – No report.
- Child Care Center Food Menu (Attached.)

Ms. Desha announced that there will no longer be two dessert choices at the End of Year Banquet. At the next Social/Hospitality/Fundraiser Committee meeting there will have to be a decision made for either Double Chocolate Cake or Key Lime Pie.

Break – 6:45 p.m. - 6:52 p.m.

B. Program Information Report – Ms. Denise Lee

Ms. Lee discussed the Self-assessment and explained the Program Information Report (PIR), summarizing the totals and percentages. Head Start served 6,390 families county-wide. The PIRs for Head Start and Early Head Start are provided in the agenda.

C. Governing Board Minutes – Minutes will be provided in next month’s agenda.

V. COMMITTEE REPORTS

- Executive Committee
 - Critique of the Parent Advisory Committee, August 10, 2004 – Read by Ms. Kama Meredith.
- Personnel/Bylaws Committee – No report.
- Budget/Planning Committee – No report.
- Social/Hospitality/Fundraising – Ms. Shah shared the Committee had been planning the awards and guest speaker for the End of Year Appreciation dinner, Saturday, October 16, 5:00-8:00p.m., Shriners Hospitals for Children. Flyer included in agenda. The next Social/Hospitality/Fundraising meeting is tomorrow (9/15/04) 1:00 – 3:00 p.m. (Sign-up list for dinner distributed during the PAC meeting.)
- Program Area Committee Reports:
 - Early Childhood Development and Health Service Committee – No report.
 - Family and Community Partnerships/Training Committee – Ms. Mitchell shared that the Committee discussed upcoming events for the year, Family Day, and the End of Year Appreciation dinner.
 - Monitoring/Evaluation Committee (Self-Assessment) – Previously given.
- Community Advocating Male Participation (C.A.M.P.) - Vacant
- Food Services Committee – No meeting.
- Early Head Start Committee – No meeting.

VI. OTHER REPORTS

- Chair’s Report - Mr. Hasan McWhorter – California Head Start Association (CHSA) has moved to a different suite at the same address: 926 “J” Street, *Suite #515*, Sac., CA 95814. Mr. McWhorter shared information on the Region IX, ACF Briefing and voter registration. Handout provided. (See Beverly Shah for voter registration forms.)
- Policy Council's Report(s) - Ms. Kama Meredith, Ms. Betty Walker, Ms. Penny Campbell-Mays, Ms. Larisa Yarbrough, Mr. Hasan McWhorter, Ms. Denise Nelson – Ms. Mitchell reported that there was a Special Policy Council meeting this afternoon that lasted a record time of 12 minutes.
- Head Start Deputy Director’s Report - Ms. Norma Johnson – No report.
- Manager - Administration Operations Report - Ms. Buffie Engstrom – The Federal Government will be reviewing Head Start April 11 – April 15, 2005. There will be 35 people visiting here and at the Delegate Agencies. Reviewers will be checking enrollment within the first 30 days. Sierra View will replace Vineland, but it is not open yet. The licensing process is expected to be finished by the end of this month. Home visits will be offered for families from Vineland who will be signing up for

Sierra. We will receive a yes or no on licensing approval tomorrow for the Sharon Neese Early Learning Center. Families from New Helvetia II, the new center for infants/toddlers located off of Broadway, will have first preference for slots at Sharon Neese Center. New Helvetia II will close and re-open as a preschool center. Phoenix Park's opening date has not been determined yet. Ms. Engstrom shared that the Family and Community Partnerships Unit (Social Services/Parent Involvement Specialists [SS/PIs] Alma Walton, Belinda Malone, Bob Silva and Julita Bentz) can provide workshops to centers. Family Services Workers have a listing of all the workshops this unit provides. Representatives were encouraged to contact one of the SS/PIs to schedule a workshop at their center.

- Manager - Program Support Services Report - Ms. Brenda Campos-Peck – No report.
- Manager - EHS, Special Projects and Community Partnerships Report – Vacant

VII. CENTER UPDATES

Ms. Jackie Russell-Saini shared that LaRiviera's end of the year celebration was very nice. They had snow cones, a petting zoo, pony rides, sheep, pigs and chickens.

Early Learning Center, Watt and "E", has officially changed its name to Freedom Park. Ms. Joi Tikoi thanked Head Start for supporting the center's request to have this done.

VIII. DISCUSSION

Ms. Betty Walker is concerned that janitorial services are poor at Northview.

Ms. Kama Meredith's son attends Crossroads. Her baby is now in Head Start. He has broken out of his shell.

IX. PUBLIC PARTICIPATION – None. Mr. McWhorter thanked all the Family Services Workers for remaining through the duration of the meeting.

X. ADJOURNMENT – 7:25 p.m.

ITEM III-A – ACTION ITEM

PAST PARENT APPLICATION REVIEW AND ELECTION

BACKGROUND:

This agenda item provides an opportunity for Parent Advisory Committee Past Parent Applications to be reviewed and candidates elected for Program Year 2004-2005.

RECOMMENDATION:

That the Parent Advisory Committee elects two (2) Past Parent Representatives and two (2) Alternates.

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

ITEM III-B – ACTION ITEM

GRANDPARENT APPLICATION REVIEW AND ELECTION

BACKGROUND:

This agenda item provides an opportunity for Parent Advisory Committee Grandparent Applications to be reviewed and candidates elected for Program Year 2004-2005.

RECOMMENDATION:

That the Parent Advisory Committee elects two (2) Grandparent Representatives and two (2) Alternates.

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

ITEM III-C – ACTION ITEM

FOSTER PARENT APPLICATION REVIEW AND ELECTION

BACKGROUND:

This agenda item provides an opportunity for Parent Advisory Committee Foster Parent Applications to be reviewed and candidates elected for Program Year 2004-2005.

RECOMMENDATION:

That the Parent Advisory Committee elects two (2) Foster Parent Representatives and two (2) Alternates.

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 – Ms. Elsie Bowers
 - Monthly Special Education Report – Ms. Beverly Sanford
 - PC/PAC End of Year Appreciation – Saturday, October 16, 2004, Shriners Hospitals For Children
 - Head Start Awareness/Family Day Reports, Friday, October 1, 2004, William Land Park
 - 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
 - Parent/Staff Recognitions
 - Grandparent/Foster Parent Report - Ms. Penny Campbell-Mays and Denise Nelson
 - Child Care Center Food Menu (Attached.)

NOTES:

ITEM IV-B – INFORMATION ITEMS

SACRAMENTO REGIONAL TRANSIT DISTRICT (RT) PRESENTATION

BACKGROUND:

This agenda item provides an opportunity for the Sacramento Regional Transit District (RT) to share information with the Parent Advisory Committee on current services and future plans.

NOTES:

ITEM IV-C – INFORMATION ITEMS

GOVERNING BOARD MINUTES

BACKGROUND:

The Governing Board minutes are attached for your review.

NOTES:

ITEM -V – COMMITTEE REPORTS

BACKGROUND:

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

- 🏠 Executive Committee
 - Critique of the Parent Advisory Committee, September 14, 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.) - Vacant
- 🏠 Food Services Committee
- 🏠 Early Head Start Committee

NOTES:

PAC EXECUTIVE COMMITTEE CRITIQUE
OF THE SEPTEMBER 14, 2004 MEETING

| GOOD | NEEDS IMPROVEMENT |
|---|------------------------------------|
| 1. Alma Walton's activity for parent training | 1. Staff cell phones OFF!!! |
| 2. Attendance | |
| 3. Timeliness of meeting | |
| 4. Overall good meeting | |

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-Peck
- 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.

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.

ITEM X – ADJOURNMENT