

Thought for the Day: "Whatever one possesses becomes of double value when we have the opportunity of sharing it with others."

Author: Bouilly

GOVERNING BOARD

BONNIE PANNELL
Council Member
City of Sacramento

DON NOTTOLI
Board of Supervisors
County of Sacramento

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Board of Supervisors
County of Sacramento

SOPHIA SCHERMAN
Public Representative

ROBBIE WATERS
Council Member
City of Sacramento

HEAD START/EARLY HEAD START PARENT ADVISORY COMMITTEE

Date: Tuesday, September 13, 2005
Time: 6:00 p.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 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.

ADMINISTRATION

925 Del Paso Blvd., Suite 200
Sacramento, CA 95815
Tel: (916) 263-3804
Fax: (916) 263-3779
Website: www.headstart.seta.net

KATHY KOSSICK
Executive Director

NORMA JOHNSON
Deputy Director

AGENDA

- I. **Welcome**
 - A. Call to Order/Roll Call
 - B. PAC Meeting Attendance Update
- II. **Consent Items**
 - A. Approval of Minutes for PAC Meeting of August 9, 2005
- III. **Action Items**
 - A. Timed Item 6:00 p.m. and Public Hearing: Final and Second Reading of the Modification to the Bylaws of the SETA Operated Head Start/Early Head Start Parent Advisory Committee

- B. Selection of Representatives and Alternates to Attend the Region IX Head Start Association Annual Training Conference

IV. Information Items

A. Standing Information

- PRISM 2005 Response (See attachment.)
- Introduction of New Staff
- Upcoming Meetings/Trainings/Conferences/Events
 - Ms. Alma Hawkins, Ms. Belinda Malone, Mr. Robert Silva and Ms. Julita Bentz, Social Services/Parent Involvement Specialists
- Average Daily Attendance (ADA) Report – No Report
- Monthly Special Education Report – No Report
- California Head Start Association (CHSA) Report
- PC/PAC Annual Parent Activity Reports – Family History Center, Saturday, August 20, 2005, Sacramento
- Head Start Awareness Day/Family Day in the Park, Friday, October 21st, 2005, Cal Expo, 10:00 a.m.-2:00 p.m.
- PC/PAC Annual Appreciation, Saturday, October 29, 2005, Shriner's Hospitals for Children, Sacramento, CA (See attachment.)
- Fiscal Report (January, April, July, October) – Mr. Kim Peck
- Community Resources/Recognitions – Parent Advisory Committee Representative/Staff
 - Parent/Staff Recognitions
- Grandparent/Foster Parent Report – Ms. Beverly Shah, Mr. Donald Clark and Ms. Denise Nelson
 - Child Care Center Food Menu (Attached)

B. Sacramento Housing Alliance

C. Governing Board Meeting Minutes

V. Committee Reports

- Executive Committee
 - Critique of the Parent Advisory Committee, July 12, 2005
- 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) – Committee of the Whole
- Community Advocating Male Participation (C.A.M .P.) – Mr. Clifton Tucker Jr.
- Food Services Committee
- Early Head Start Committee

VI. Other Reports

- Chair's Report – Ms. Denise Nelson
- Policy Council Report(s) – Ms. Mary Bishop, Ms. Loretta McClendon, Ms. Minerva Gillette and Ms. Betty Walker, Ms. Mary Frutoz
- Head Start Deputy Executive Director's Report - Ms. Norma Johnson
- Manager - Administration Operations Report - Ms. Buffie Engstrom

- Manager – Grantee Program Operations Report - Ms. Denise Lee
- 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, September 8, 2005

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
- ___ **Vacant**, Broadway Early Learning Center
- ___ Mary Frutoz, Center of Praise Head Start
- ___ **Vacant**, Countrywood Head Start
- ___ Loretta McClendon, Crossroads Garden Head Start
- ___ **Vacant**, CSUS Head Start
- ___ **Vacant**, Dos Rios Head Start
- ___ **Vacant**, Early Head Start /Home Base
- ___ **Vacant**, Franklin Head Start
- ___ Ana Aguilar, Freedom Park Head Start
- ___ **Vacant**, Fruitridge Head Start
- ___ **Vacant**, Galt Head Start
- ___ Antonette Dinges, Grace Lutheran Head Start
- ___ Brenda Huerta, Grant Skills Center
- ___ Irene Harvey, Hillsdale Head Start
- ___ Monica Mejia, Home Base
- ___ **Vacant**, Home Base
- ___ **Vacant**, Job Corp Head Start
- ___ Minerva Gillette, Kennedy Estates Head Start
- ___ **Vacant**, La Riviera Head Start
- ___ **Vacant**, LaVerne Stewart Head Start
- ___ **Vacant**, Los Niños Head Start
- ___ **Vacant**, Marie Cleveland's Bright Beginnings Head Start
- ___ **Vacant**, Mather Head Start
- ___ **Vacant**, Mulberry Commons Head Start
- ___ Hoda el Shamy, Nedra Court Head Start
- ___ **Vacant**, New Helvetia Head Start
- ___ Betty Walker, Northview Head Start
- ___ **Vacant**, Norwood Head Start
- ___ **Vacant**, Parker Avenue Head Start
- ___ Shikira Hill, Sharon Neese Early Learning Center
- ___ Kim Creed, Sierra View Head Start
- ___ **Vacant**, Strizek Head Start
- ___ **Vacant**, Walnut Grove Head Start
- ___ Veronica Rodriguez, Whispering Pines Head Start
- ___ Denise Nelson, Foster Parent Representative
- ___ **Vacant**, Foster Parent Representative
- ___ Beverly Shah, Grandparent Representative
- ___ Donald Clark, Grandparent Representative
- ___ Clifton Tucker Jr., Male Involvement Representative
- ___ Hasan McWhorter, Out Going Chair
- ___ LaRisa Yarbrough, Past Parent/Community Representative
- ___ **Vacant**, Past Parent/Community Representative

New Representatives to be seated:

ITEM I-B – PAC MEETING ATTENDANCE UPDATE

The PAC was seated on November 13, 2004

PARENT ADVISORY COMMITTEE - MEETING ATTENDANCE PROGRAM YEAR 2004-2005

BOARD MEMBER	CENTER	11/9	12/14	1/11	2/8	3/8	4/12	5/10	6/14	7/12	8/9	9/13	10/11
Vacant	AP												
Vacant	BC												
Vacant	BLC												
Mary Frutoz Seated 11/04	COP	X	X	X	X	X	X	X	E	X	X		
Kama Meredith Seated 3/5	CW					X	X	U	X	U	U		
Loretta McClendon Seated 05/05	CR							X	X	X	X		
Vacant	CSUS												
Vacant	DR												
Mary Bishop Seated 12/04 (Resigned 8/23/05)	EHS/HB		X	X	X	X	X	X	X	X	X		
Vacant	EHS/HB												
Vacant	F												
Ana Aguilar S/B Seated 5/05	FP							E	X	X	X		
Vacant	FT												
Vacant	G												
Antonette Dinges Seated 11/04	GL	X	X	X	X	E	X	X	X	X	X		
Brenda Huerta Seated 01/05	GSC			X	X	X	X	X	X	X	X		
Irene Harvey Seated 07/05	H									X	X		
Monica Mejia Seated 11/04	HB	X	X	X	X	E	X	X	X	X	X		
Vacant	HB												
Vacant	JC												
Minerva Gillette Seated 11/04	K	X	X	X	X	E	X	X	U	X	X		
Christina Canada Seated 3/05	LAR					X	X	X	U	E	E		
Vacant	LVS												
Vacant	LN												
Vacant	MCBB												
Neikeia Campbell S/B Seated 11/04	M	U	X	X	X	X	X	X	X	U	U		
Vacant	MULBC												
Hoda el Shamy Seated 01/05	NC			X	X	X	E	X	X	AP	E		
Vacant	NH1												
Vacant	NH2												
Betty Walker Seated 11/04	NV	X	X	X	E	X	X	X	X	X	X		
Vacant	N												
Vacant	PA												
Lillia Avina S/B Seated 07/05	S									U	X		
Shikira Hill Seated 02/05	SN				X	X	X	X	X	X	X		
Kim Creed Seated 02/05	SVE				X	X	X	X	X	E	X		
Vacant	WG												
Veronica Rodriguez Seated 12/04	WP		X	X	X	X	X	X	X	X	X		
Denise Nelson Seated 11/04	FPR	X	X	X	X	E	X	X	X	X	X		
Vacant	FPR												
Beverly Shah Seated 11/04	GPR	X	X	X	X	X	X	X	X	X	X		
Donald Clark Seated 12/04	GPR		X	X	X	X	E	X	X	X	X		
Clifton Tucker Jr. Seated 12/04	MIR		X	X	X	X	X	X	X	X	X		
Hasan McWhorter Seated 11/04	OGC	X	X	X	X	X	X	X	X	X	X		

LaRisa Yarbrough Seated 11/04	PPR	X	X	X	X	X	X	X	X	X	X		
Vacant	PPR												

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

1. **First, call your Alternate to see if they can attend in your place,**
2. **Second, call Head Start Social Services/Parent Involvement Coordinator, Ms. Marie Desha at 263-4082, and**
3. **Third, please call PAC Chair, Ms. Denise Nelson at 427-9226 or the PAC Secretary, Ms. Lori Black at 263-4068.**

PARENT ADVISORY COMMITTEE - MEETING ATTENDANCE UPDATE
PROGRAM YEAR 2004-2005
(Continued)

Center Abbreviations

AP:	Auberry Park	K:	Kennedy Estates
BC:	Bannon Creek	LAR:	La Riviera
BLC:	Broadway Early Learning Center	LN:	Los Niños
COP:	Center of Praise	LVS:	LaVerne Stewart
CR:	Crossroads Garden	M:	Mather
CSUS:	CA State University, Sacramento	MCBB:	Marie Cleveland Bright Beginnings
CW:	Countrywood	MULBC:	Mulberry Commons
DR:	Dos Rios	N:	Norwood
EHS:	Early Head Start	NC:	Nedra Court
FR:	Franklin	NH1:	New Helvetia 1
FP:	Freedom Park	NH2:	New Helvetia 2
FT:	Fruitridge	NV:	Northview
G:	Galt	PA:	Parker Avenue
GL:	Grace Lutheran	SN:	Sharon Neese
GSC:	Grant Skills Center	S:	Strizek
H:	Hillsdale	SVE:	Sierra Vista Elementary
HB:	Home Based	WG:	Walnut Grove
JC:	Job Corp	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 9, 2005

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review and approve the minutes of August 9, 2005.

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 9, 2005
6:00 p.m.

I. WELCOME

A. Call To Order/Roll Call

The meeting was called to order at 6:07 p.m. Ms. Minerva Gillette read the thought for the day. Roll was called by Acting secretary, Ms. Beverly Shah.

Members Present:

Mary Frutoz
Loretta McClendon
Mary Bishop
Ana Aguilar (6:08 arrival)
Antonette Dinges
Brenda Huerta
Irene Harvey
Monica Mejia (6:08 arrival)
Minerva Gillette
Betty Walker (6:18 arrival)
Shikira Hill
Kim Creed
Veronica Rodriguez
Denise Nelson
Beverly Shah
Donald Clark (6:13 arrival)
Clifton Tucker Jr.
Hasan McWhorter (6:13 arrival)
LaRisa Yarbrough

Members Absent:

Kama Meredith (U)
Christina Canada (U)
Neikeia Campbell
Hoda el Shamy (E)

New Representatives Seated:

Lilia Avina, Strizek Head Start

B. PAC Meeting Attendance Update

Attendance requirements were read by Ms. Denise Nelson.

II. CONSENT ITEMS

A. Approval of Minutes for the PAC Meeting of July 12, 2005 – Motion by Ms. Mary Bishop to approve the minutes of July 12, 2005. Seconded by Mr. Donald Clark.

Corrections: page 3, IV-A, Standing Information Items, Upcoming Meetings..., last sentence: change "of" to "about"; Under Fiscal Report, line 4: change "This year" to "The fiscal year." Page 4, first paragraph, last line, capitalize Island. Page 6, VIII, Discussion, first line: change "do" to "have."; last paragraph, capitalize Railroad Museum.

Ayes: 15; Nays: 0; Abstentions: 4 (Ms. Denise Nelson, Ms. Antonette Dinges, Mr. Hasan McWhorter, and Ms. Lilia Avina.) The minutes were approved as corrected.

III. ACTION ITEMS

A. 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 information read by Ms. Nelson. Motion by Ms. LaRisa Yarbrough, seconded by Ms. Mary Frutoz, to open a public hearing, hear any additional testimony, and continue this item to the next Parent Advisory Committee meeting where the action of the Committee will be to close the public hearing and approve the amendments. Ms. Nelson went over the revisions to the Bylaws.

Ayes: 16; Nays: 0; Abstentions: 4 (Ms. Denise Nelson, Ms. Antonette Dinges, Ms. Shikira Hill, and Ms. Lilia Avina.) Motion carried.

IV. INFORMATION ITEMS

A. Information

- 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. Malone reported that Head Start Family Day will be Friday, October 7, 10:00 a.m.-2:00 p.m. at Discovery Park. Flyers were distributed. Planning meetings are ongoing. Ms. Renita Ervin (263-3804) is handling the community portion of the event. Local newspaper and media personnel will be invited.
 - NHTSA Annual Training Conference Report – May 24-27, 2005 (Tuesday – Friday) Orlando, Florida. Report provided in the agenda.
- Average Daily Attendance (ADA) Report - Elsie Bowers – No report. For questions, call Ms. Bowers at 263-3920.
- Monthly Special Education Report - Ms. Beverly Sanford – No report. For questions, call Ms. Sanford at 263-3056.
- California Head Start Association (CHSA) Report
 - Information Update for Head Start Parent Leaders (Provided in the agenda.)
- PC/PAC Annual Parent Activity – The activity will be at the Family History Center, Saturday, August 20, 2005, Sacramento.
- Head Start Awareness Day/Family Day in the Park- The activity will be Friday, October 7, 2005, Discovery Park. (Previously reported.)
- Fiscal Report (January, April, July, October) - Mr. Kim Peck – No report.
- Community Resources/Recognitions - Parent Advisory Committee Representative/Staff – Mr. Clark explained the national e-mail alert that was sent out: CHSA is trying to put together a delegation of parents who have lobbying skills to meet and confer with regarding the Bush measure on the Policy Council.
- Grandparent/Foster Parent Report - Ms. Beverly Shah, Mr. Donald Clark, and Ms. Denise Nelson – The next meeting is tomorrow, August 10th, at which Mr. Clark will be presenting. Ms. Beverly Shah distributed ancestral research charts/logs to assist parents at the upcoming parent activity. Parents will meet at SETA Head Start at 7:45 a.m., departing no later than 8:15 a.m. SETA vans will be provided for transportation. Ms. Denise Griggs, specializing in African American genealogy research, will assist. Lunch will be at the Arden Way Elephant Bar, 12 noon. We will return to SETA at 3:00 p.m.
- Parent/Staff Recognitions – Parent Advisory Committee Representatives/Staff – Ms. Mary Bishop presented a recognition gift to Ms. Lori Black for her support to the Parent Advisory Committee.
- Ms. Denise Nelson – Grandparents meet tomorrow. Flyers were distributed.
- Child Care Center Food Menu – Attached.

Ms. Norma Johnson gave an update on the Head Start Reauthorization and Advocacy Day. The recommendation is to eliminate the Policy Council and to have in its place an advisory

committee, which is advisory only and to create a new board called an Independent Board to oversee Head Start. The chair of the advisory committee will sit on that board. There is an attempt to eliminate the duality of Governance in Head Start. 50 percent of all teachers will have to have a B.A. by year 2011. There are no additional dollars to increase salaries for that. It is on both sides of the House of Representatives and the Senate. The other initiative is that the House Bill says that the PRISM reviews can be unannounced; the Senate version says the follow-up reviews can be unannounced. There is a re-competition every five years. If you do not have a stellar program with no findings, if you are below 95 percent funded enrollment, your grant can be taken away. In California in the year 2006, the Preschool for All initiative will be on the ballot.

There will be a Preschool for All Advocacy Day on August 31st, 11:00 a.m. – 4:00 p.m., at the Convention Center. Different legislators who are backing Preschool for All will be there and ask that you join them.

A. Governing Board Meeting Minutes – Attached for review.

V. COMMITTEE REPORTS

- Executive Committee
 - Critique of July 12 Parent Advisory Committee meeting read by Ms. Betty Walker.
- Personnel/Bylaws Committee – The last meeting was July 28th.
- Budget/Planning Committee – The meetings are completed.
- Social/Hospitality/Fundraising – The next meeting will be Wednesday, September 7th, 1:00-3:00 p.m., Oak Room.

Ms. Shaw shared that the End of Year Appreciation will be at the Shriners Hospital on Stockton Boulevard and “Y” Street, October 29, 2005, 6:00 p.m. – 9:00 p.m. The theme colors are purple and gold (optional). Parents’ meals are paid for; guests’ meals are not. Ms. Desha will inform Members of the dinner price. The Keynote Speaker will be Ms. Norma Johnson. The topic is Passing the Torch. Ms. Desha will have invitations sent out. She asked that everyone RSVP by Monday, October 10th. The dinner sign-up sheet was circulated during meeting.

- Program Area Committee Reports:
 - Early Childhood Development and Health Services Committee – No planned meetings.
 - Family and Community Partnerships/Training Committee – The next meeting is Tuesday, August 16th, 9:30-11:30 a.m., Oak Room.
 - Monitoring/Evaluation Committee (Self-Assessment) - Committee of the Whole – No report.
- Community Advocating Male Participation (C.A.M.P.) - Mr. Tucker Jr. reported that there were over 190 parents who attended the C.A.M.P. Daddy and Me at the Railroad Museum activity Saturday, July 30th. The children learned about the history of the railroad and had train rides. The Daddy and Me activity for August is to be announced. The next C.A.M.P. meeting will be August 24th, 2:00-4:00 p.m., Oak Room.
- Food Services Committee – September 13, 5:00 p.m., Oak Room.
- Early Head Start Committee – No planned meetings.
- PAC Executive Committee – The next meeting tomorrow, August 10, 1:00-3:00 p.m., Oak Room.
- PC Executive Committee – The next meeting August 26, 9:00-11:00, Redwood Room.
- Family and Community Partnerships – The next meeting, August 16, 9:30-11:30 a.m., Oak Room.

VI. OTHER REPORTS

- Chair's Report - Ms. Denise Nelson – Ms. Nelson reported that the PC/PAC Parent Activity flyer went out in the mail. The Activity date is Saturday, August 20, 2005. Parents will meet at SETA Head Start at 7:45 a.m. and will depart at 8:15 a.m. The location is the Family History Center, 2745 Eastern Avenue, Church of Jesus Christ of Latter-Day Saints. Lunch provided at the Elephant Bar 1:00-3:00 p.m. Transportation provided by SETA Head Start. Guests are responsible for their own lunch. No shorts, no smoking. Please call Lori Black at 263-4068 by 4:00 p.m., Wednesday, August 17th. Head Start is now recruiting. Recruitment cards are available in break room adjacent to the Boardroom.
- Policy Council Report(s) - Ms. Mary Bishop, Ms. Loretta McClendon, Ms. Minerva Gillette, Ms. Betty Walker and Ms. Mary Frutoz – Ms. Loretta McClendon shared that at the last meeting they had a visitor from the Sacramento Housing Authority (actual - Sacramento Housing Alliance) who gave information in low income housing. It was a great benefit to a lot of the members. Ms. Nelson shared that the number of guest allowed at the End of Year Appreciation is two, at a cost of approximately \$18 per person. This includes guests of PC/PAC Representatives and staff. The Appreciation dinner menu selection sheet was circulated.
- Head Start Deputy Director's Report - Ms. Norma Johnson – (Report combined with Ms. Denise Lee's report.)
- Manager - Administration Operations Report - Ms. Buffie Engstrom – No report.
- Manager - Grantee Program Operations Report - Ms. Denise Lee – St. Patrick's Children's Home and the Department of Child Development wanted to give up their grant and asked SETA to pick up their grant for 30 infants and toddlers. After negotiations, SETA was able to do that. On Monday August 1st, 15 of the families were able to start at Crossroads and Job Corp; five families chose to look for other care or were ineligible.

Ms. Marta Chavez, acting Health Specialist on behalf of the County of Sacramento and SETA Operated Programs, assisted Ms. Lee in getting together a group of people to work on a \$75,000 grant to provide dental services for families in Sacramento County who have problems with transportation, insurance, or finding a dentist for treatment. This grant would allow children to be screened and receive a dental exam. If children fail their exam, we hope to contract with a dental wagon or van that will come on-site to do restorative dental care. Dental care for children is a struggle across the nation. If the grant doesn't come through, there are additional funds put aside in the Basic Grant that could possibly implement a majority of that plan.

Look for the Annual Calendar in the courier run within the next few weeks. It includes days of center closure, holidays and staff development days. Please post and let your families know.

- Manager - Program Support Services Report – Ms. Brenda Campos-Peck – NCEC was great. We have hired a health coordinator for Sacramento County. Enrollments have been revved up; we hope to have full enrollment soon. Ms. Susan Jafee will be at the PAC meeting next month to discuss nutrition and answer questions.
- Manager - EHS, Special Projects and Community Partnerships Report – Vacant.

VII. CENTER UPDATES

Ms. Minerva Gillette's shared that herdaughter's Head Start graduation at Fairytale Town was the best event of her entire experience at Head Start. They had a lot of fun. She was very impressed with how well it was organized. She is sure her daughter will never forget her last day, and she is very thankful.

VIII. DISCUSSION

Mr. McWhorter asked about Meadowview Community Action's (MCA) Florin Meadows center. Ms. Johnson explained that MCA is maintaining 160 of their children and 100 were given up due to central office problems. They are on deficiency notice, to which they have until December to clear

up. They will maintain their centers at Hopkins Park, Solid Foundation (Prince of Peace) with 80 children each; SETA will take over Florin Meadows center and the 40 children there. The other 60 in Home Base will be spread out at Nedra Court and a p.m. class SETA has opened at New Helvetia. Anyone who wants to go to Florin Meadows should contact SETA's main number; they will be referred Ms. Brenda Campos-Peck. Ms. Campos-Peck shared that there are currently 18 children in the a.m. class and 16 in the p.m.

Mr. Tucker Jr. shared that Northview had a pajama day. He asked if maintenance could come out to repair Northview's copy machine. Ms. Campos-Peck advised that the Site Supervisor needs to report it to Facilities; all machines are on contract for repair.

All of SETA's job openings and qualifications are posted on SETA's web site (www.seta.net - public notices, job openings). They are also available at SETA's front lobby.

Ms. Walker shared that Northview has an interim Site Supervisor and asked if there has been a decision made on a permanent one. Ms. Lee Denise shared that they have extended the post date and are still collecting applications on the position. They must then go through the normal screening process. There are two openings.

Ms. Loretta McClendon asked what the difference between the preschool program and the after school program is. She was disqualified in her attempt to enroll her son into the after school program. Ms. Lee will discuss this with her sometime after the meeting.

IX. PUBLIC PARTICIPATION

No public participation.

Ms. Nelson announced that a Parent Intern is needed for the Governance Unit. The position pays \$7.57 per hour, at 30 hours per week. Those interested should contact Ms. Desha.

X. ADJOURNMENT

Meeting adjourned at 7:18 p.m.

ITEM III-A – ACTION ITEM

TIMED ITEM 6:00 p.m. AND PUBLIC HEARING:
Final and Second Reading of the Modification to the Bylaws of the
SETA Operated Head Start/Early Head Start Parent Advisory Committee

BACKGROUND:

The Personnel/Bylaws Committee 2004-2005 met five (5) times to review and recommend revisions to the Bylaws of SETA the Operated Head Start/Early Head Start Parent Advisory Committee. Additions are indicated by *italic* type and deletions are indicated by ~~strikethrough~~.

A public hearing was opened on August 9, 2005 to hear public testimony.

RECOMMENDATION:

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

SELECTION OF REPRESENTATIVES AND ALTERNATES TO ATTEND THE REGION IX HEAD START ASSOCIATION ANNUAL TRAINING CONFERENCE

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to select two (2) Representatives and two (2) Alternates to attend the Region IX Head Start Association Annual Training Conference in Pasadena, California, October 17-19, 2005.

The Conference will be held at the Hilton Hotel. Please see attached Conference Attendance Guidelines and Conference Update. Additional information will be provided when received.

RECOMMENDATION:

That the Parent Advisory Committee selects two (2) Representatives and two (2) Alternates to attend the Region IX Head Start Association Annual Training Conference in Pasadena, CA, October 17-19, 2005.

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

PARENT ADVISORY COMMITTEE **REPRESENTATIVE CONFERENCE ATTENDANCE GUIDELINES**

The following guidelines for Parent Advisory Committee Representatives attending a Head Start Parent Conference are as follows:

1. Priority preference for selection to attend a Head Start Conference will be given to Parent Advisory Committee (PAC) Representatives who have not had an opportunity to attend an out-of-state Head Start Conference.
2. The PAC Representative must give a written report to the PAC at the next scheduled PAC meeting upon his/her return from the parent conference (local or out-of-state).
3. The PAC Representative's report must include the PAC Representative's name, conference date, title, location; workshops attended, and networking information.
4. Any additional comments.

ITEM IV-A – INFORMATION

STANDING INFORMATION ITEMS

BACKGROUND:

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

- PRSIM 2005 Response (See attachment.)
- Introduction of New Staff
- Upcoming Meetings/Trainings/Conferences/Events
 - Ms. Alma Hawkins, Ms. Belinda Malone, Mr. Robert Silva and Ms. Julita Bentz, Social Services/Parent Involvement Specialists
- Average Daily Attendance (ADA) Report – No Report
- Monthly Special Education Report – No Report
- California Head Start Association (CHSA) Report
- PC/PAC Annual Parent Activity Reports – Family History Center, Saturday, August 20, 2005, Sacramento
- Head Start Awareness Day/Family Day in the Park, Friday, October 21st, 2005, Cal Expo, 10:00 a.m.-2:00 p.m.
- PC/PAC Annual Appreciation, Saturday, October 29, 2005, Shriner’s Hospitals for Children, Sacramento (See attachment.)
- Fiscal Report (January, April, July, October) – Mr. Kim Peck
- Community Resources/Recognitions – Parent Advisory Committee Representative/ Staff
- Parent/Staff Recognitions
- Grandparent/Foster Parent Report – Ms. Beverly Shah, Mr. Donald Clark and Ms. Denise Nelson
- Child Care Center Food Menu (Attached.)

NOTES:

ITEM IV-B – INFORMATION

SACRAMENTO HOUSING ALLIANCE

BACKGROUND:

Mr. Alvin Fincher, Program Coordinator of the Sacramento Housing Alliance, will share information with the Parent Advisory Committee regarding affordable housing and fair housing needs in Sacramento County.

Mr. Fincher will be available to answer questions.

NOTES:

ITEM IV-C – INFORMATION
GOVERNING BOARD MINUTES

BACKGROUND:

The Governing Board Meeting 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, August 9, 2005
- Personnel/Bylaws Committee
- Budget/Planning Committee
- Social/Hospitality/Fundraising Committee
- Program Area Committee Reports:
 - Early Childhood Development and Health Services Committee
 - Family and Community Partnerships/Training Committee
 - Monitoring/Evaluation Committee (Self-Assessment) – Committee of the Whole
- Community Advocating Male Participation (C.A.M.P.) – Mr. Clifton Tucker Jr.
- Food Services Committee
- Early Head Start Committee

NOTES:

PAC EXECUTIVE COMMITTEE CRITIQUE
OF THE AUGUST 9, 2005 MEETING

GOOD	NEEDS IMPROVEMENT
1. Timely meeting	1. Punctuality
2. Good report (Ms. Denise Lee)	2. Audience talking
3. Attendance	3. Side barring by Representatives
	4. Recognizing Chair before speaking

NOTES:

ITEM VI – OTHER REPORTS

BACKGROUND:

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

- ✓ Chair's Report – Ms. Denise Nelson
- ✓ Policy Council Report(s) – Ms. Loretta McClendon, Ms. Minerva Gillette and Ms. Betty Walker, Ms. Mary Frutoz
- ✓ Head Start Deputy Executive Director's Report - Ms. Norma Johnson
- ✓ Manager - Administration Operations Report - Ms. Buffie Engstrom
- ✓ Manager – Grantee Program Operations Report - Ms. Denise Lee
- ✓ 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 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 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:
