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Thought for the Day: Forget past failures. Focus on the NOW and what needs to be done today to help you achieve your dreams!

~ Aaron Forsyth

HEAD START/EARLY HEAD START

SPECIAL MEETING OF THE PARENT ADVISORY COMMITTEE

Date: Tuesday, December 14, 2010

Time: 9:00 a.m.

Location: SETA Boardroom
925 Del Paso Blvd.
Sacramento, CA 95815

While the Head Start Parent Advisory Committee (PAC) welcomes and encourages participation in the Committee meetings, it would be appreciated if you would limit your comments to five minutes so that everyone may be heard. Matters under the jurisdiction of the Head Start Parent Advisory Committee and not on the posted agenda may be addressed by the general public under the Public Participation item of this agenda. The Head Start Parent Advisory Committee limits testimony on matters not on the agenda to five minutes per person and not more than fifteen minutes for a particular subject.

AGENDA

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	✓ Monthly Head Start Report (Will be provided at meeting.)	
	➤ Managers’ Reports	
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Distribution Date: Thursday, December 9, 2010

*Parent Advisory Committee (PAC) meeting hosted by PAC Chair:
Chair, Jeanine Vandermolen
Vice Chair, Vacant
Secretary, Vacant
Treasurer, Vacant
Parliamentarian, Vacant*

ITEM I-A – ROLL CALL

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

- ___ **Vacant**, Auberry Park Head Start
- ___ **Vacant**, Bannan Creek Head Start
- ___ **Vacant**, Broadway Early Learning Center
- ___ **Vacant**, Countrywood Head Start
- ___ Roberto Reyes, Crossroads Garden Head Start
- ___ Haley Joslin, Early Head Start/ Home Base
- ___ **Vacant**, Florin Meadows Head Start
- ___ **Vacant**, Freedom Park Head Start
- ___ Maria Ramos, Fruitridge Head Start
- ___ Luis Ramos, Galt Head Start
- ___ **Vacant**, Grant Skills Center
- ___ **Vacant**, Grizzly Hollows
- ___ **Vacant**, Hillsdale Head Start
- ___ **Vacant**, Home Base
- ___ **Vacant**, Home Base
- ___ **Vacant**, Hopkins Park Head Start
- ___ Jean Philson, Illa Collin Head Start
- ___ **Vacant**, Job Corps Head Start
- ___ David Quintero, Kennedy Estates Head Start
- ___ Mary Brown, La Riviera Head Start
- ___ Victor Goodwin, LaVerne Stewart Head Start
- ___ Veronica Cruz, Marie Cleveland's Bright Beginnings Head Start
- ___ **Vacant**, Mather Head Start
- ___ Praveena Chaudhary, Nedra Court Head Start
- ___ **Vacant**, New Helvetia 1 Head Start
- ___ **Vacant**, New Helvetia 2 Head Start
- ___ Connie Wallace, Norma Johnson Head Start
- ___ Erika Contreras, Northview Head Start
- ___ Michelle Dixon, Parker Avenue Head Start
- ___ Michelle Burgess, Phoenix Park Head Start
- ___ **Vacant**, Sharon Neese Early Learning Center
- ___ **Vacant**, Solid Foundation Head Start
- ___ **Vacant**, Strizek Park Head Start
- ___ **Vacant**, Vineland Head Start
- ___ Laura Meza, Walnut Grove Head Start
- ___ Lacy Berry, Whispering Pines Head Start
- ___ LaShonda Tablit, Foster Parent Representative
- ___ Rebecca Lewis, Grandparent Representative
- ___ Troy Luna, Male Involvement Representative
- ___ Jeanine Vandermolen, Outgoing Chair
- ___ Tamara Knox, Past Parent/Community Representative
- ___ Yvette Hernandez, Past Parent/Community Representative

ITEM I-A – ROLL CALL
(Continued)

Program Year 2010-2011- New Representatives to be seated:

- ___ Xavier Montoya, Bannon Creek Head Start
- ___ Donna Dobbins, Home Based Head Start
- ___ Victoria Torres, Home Based Head Start
- ___ Kelly Martin, Hopkins Park Head Start

- ___ Tiffany Hays, Mather Head Start
- ___ Tami Watson, Sharon Neese Head Start
- ___ Edith Alearaz, Solid Foundation Head Start
- ___ Amanda Pennington, Strizek Park Head Start

ITEM I- B
PAC MEETING ATTENDANCE UPDATE

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

COMMITTEE MEMBER	CENTER	11/30	12/18	01/26	02/23	03/23	04/27	05/25	06/22	07/27	08/24	09/28	10/26	11/23
Vacant	AP													
Vacant	BC													
Vacant	BLC													
Vacant	COP													
Vacant	CW													
Roberto Reyes S/B Seated 08/10	CR										X	X	X	X
Vacant	EHS/HB													
Lashonda Tablit Seated 05/10	FM							X	X	X	X	X	X	X
Vacant	FP													
Vacant	FT													
Luis Ramos Seated 02/10	G				X	X	X	X	E	X	X	X	X	X
Vacant	GH													
Vacant	GSC													
Vacant	H													
Tamara Knox Seated 11/09	HB	X	X	E	X	X	X	X	X	X	X	X	X	X
Vacant	HB													
Vacant	IC													
Kelly Martin Seated 11/09	HP	X	X	X	X	X	X	X	X	X	X	X	X	U
Vacant	JC													
David Quintero Seated 11/09	K	X	X	X	X	X	X	E	E	X	X	X	X	X
Mary Brown Seated 11/09	LAR	X	X	X	X	X	X	X	X	X	X	X	X	X
Victor Goodwin Seated 01/10	LVS			X	X	X	X	X	X	X	X	X	X	X
Vacant	MCBB													
Charity Achusim Seated 04/10	M						X	E	X	U	X	X	X	R
Vacant	NC													
Connie Wallace Seated 04/10	NJ						X	X	X	X	X	E	X	X
Vacant	NH1													
Yvette Hernandez S/B Seated 11/09	NH2	E	X	X	X	X	X	X	U	X	X	X	X	X
Erika Contreras Seated 06/10	NV								X	X	X	X	X	X
Vacant	PA													
Katherine Yaipen-Faulter S/B Seated 11/09	PP	E	X	X	X	X	X	E	X	X	X	X	X	X
Vacant	SF													
Vacant	SN													
Dina Patterson Seated 11/09	SP	X	X	X	U	X	X	X	X	X	X	X	X	X
Vacant	V													
Laura Meza Seated 11/09	WG	X	E	X	X	X	X	X	X	X	X	X	X	X
Lacy Berry Seated 04/10	WP						X	X	E	X	X	X	U	X
Vacant	FPR													
Vacant	GPR													
Troy Luna Seated 04/10	MIR						X	X	E	E	X	X	X	X
Kiesha Spriggs Seated 11/09	PPR	X	X	X	X	X	X	X	X	X	X	X	X	U
Jeanine Vandermolen Seated 11/09	PPR	X	X	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(s) to see if they can attend in your place;**
- 2. Second, call Head Start Social Services/Parent Involvement Coordinator, Ms. Marie Desha, at 263-4082; and**
- 3. Third, please call the PAC Chair, Ms. Jeanine Vandermolen, at 837-1176, or the PAC Clerk, Ms. Lori Black, at 263-4068**

ITEM I- B (Continued)
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	12/16	01/25	02/22	03/22	04/26	05/24	06/28	07/26	08/23	09/27	10/25	11/22
Vacant	AP													
Xavier Montoya S/B Seated 11/10	BC	U												
Vacant	BLC													
Vacant	COP													
Vacant	CW													
Roberto Reyes S/B Seated 08/10	CR	X												
Haley Joslin Seated 11/10	EHS/HB	X												
Vacant	EL													
Vacant	FP													
Maria Ramos Seated 11/10	FT	X												
Luis Ramos Seated 02/10	G	X												
Vacant	GH													
Vacant	GSC													
Vacant	H													
Donna Dobbins S/B Seated 12/10	HB													
Victoria Torres S/B Seated 12/10	HB													
Jean Philson Seated 11/10	IC	X												
Kelly Martin S/B Seated 11/10	HP	U												
Vacant	JC													
David Quintero Seated 11/09	K	X												
Mary Brown Seated 11/10	LAR	X												
Victor Goodwin Seated 11/10	LVS	X												
Veronica Cruz Seated 11/10	MCBB	X												
Tiffany Hays S/B Seated 11/10	M	U												
Praveena Chaudhary Seated 11/10	NC	X												
Connie Wallace Seated 11/10	NJ	X												
Vacant	NH1													
Vacant	NH2													
Erika Contreras Seated 06/10	NV	X												
Michelle Dixon Seated 11/10	PA	X												
Michelle Burgess Seated 11/10	PP	X												
Edith Alearaz S/B Seated 11/10	SF	E												
Tami Watson S/B Seated 11/10	SN	U												
Amanda Pennington S/B Seated 11/10	SP	U												
Vacant	V													
Laura Meza Seated 11/10	WG	X												
Lacy Berry Seated 04/10	WP	X												
Lashonda Tablit Seated 11/10	FPR	X												
Rebecca Lewis Seated 11/10	GPR	X												
Troy Luna Seated 04/10	MIR	X												
Tamara Knox Seated 11/10	PPR	X												
Yvette Hernandez Seated 11/10	PPR	X												
Jeanine Vandermolen Seated 11/09	OGC	X												

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

- 1. First, call your Alternate(s) to see if they can attend in your place;**
- 2. Second, call Head Start Social Services/Parent Involvement Coordinator, Ms. Marie Desha, at 263-4082; and**
- 3. Third, please call the PAC Chair, Ms. Jeanine Vandermolen, at 837-1176, or the PAC Clerk, Ms. Lori Black, at 263-4068**

PARENT ADVISORY COMMITTEE - MEETING ATTENDANCE UPDATE
PROGRAM YEAR 2008-2009
(Continued)

Head Start Center Abbreviations

AP:	Auberry Park	LAR:	La Riviera
BC:	Bannon Creek	LVS:	LaVerne Stewart
BLC:	Broadway Early Learning Center	M:	Mather
CR:	Crossroads Garden	MCBB:	Marie Cleveland Bright Beginnings
CW:	Countrywood	NJ:	Norma Johnson
EHS:	Early Head Start	NC:	Nedra Court
EL:	Elkhorn	NH1:	New Helvetia 1
FP:	Freedom Park	NH2:	New Helvetia 2
FT:	Fruitridge	NV:	Northview
G:	Galt	PA:	Parker Avenue
GH:	Grizzly Hollow	PP:	Phoenix Park
GSC:	Grant Skills Center	SF:	Solid Foundation
H:	Hillsdale	SN:	Sharon Neese
HB:	Home Based	SP:	Strizek Park
HP:	Hopkins Park	V:	Vineland
IC:	Illa Collin	WG:	Walnut Grove
JC:	Job Corps	WP:	Whispering Pines
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
R:	Resigned

ITEM II-A – CONSENT

APPROVAL OF MINUTES FOR PAC REGULAR MEETING NOVEMBER 23, 2010

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review and approve the minutes of the PAC Regular Meeting of November 23, 2010.

- Introduction of Newly Seated Representatives

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

REGULAR MEETING OF THE HEAD START PARENT ADVISORY COMMITTEE

MINUTES/SYNOPSIS

SETA Boardroom
925 Del Paso Blvd.
Sacramento, CA 95815

Nov. 23, 2010
9:00 a.m.

I. Welcome

A. Call to Order/Roll Call

Ms. Jeanine Vandermolen called the meeting to order at 9:10 a.m. The Pledge of Allegiance was recited. The Thought for the Day was read. Roll was called; a quorum was confirmed.

Members Present:

Roberto Reyes
Luis Ramos
Tamara Knox (9:34 arrival)
David Quintero (left at 11:35)
Mary Brown
Victor Goodwin (9:35 arrival)
Yvette Hernandez (left at 11:40)
Connie Wallace (9:20 arrival)
Erika Contreras (9:50 arrival)
Katherine Yaipen-Faulter
Dina Patterson
Laura Meza
Lacy Berry
Troy Luna
Jeanine Vandermolen
Lashonda Tablit

Members Absent:

Kelly Martin (E)
Kiesha Spriggs (U)

A. PAC Meeting Attendance Update

II. Consent Item

A. Approval of Minutes for PAC Meeting of October 26, 2010

Motion by Ms. Mary Brown, seconded by Mr. David Quintero, to approve the minutes. No discussion.

Show of hands vote: Aye, 10. Nay, 0. Abstention, 1, (Ms. Vandermolen.)

III. Action Items (2009-2010 Parent Advisory Committee)

A. Timed Item 9:00 a.m. and Public Hearing: Second and Final Reading of the Modifications to the Bylaws of the SETA Operate Head Start/Early Head Start Parent Advisory Committee.

Bylaws for SETA Head Start/Early Head Start final reading of the modifications made by the Parent Advisory Committee. The Chair reviewed all the recommendations from the last meeting and new modifications. There was no other discussion.

Motion by Ms. Katherine Yaipen-Faulter, seconded by Ms. Mary Brown, to approve the bylaws. No discussion.

Show of hands vote: Aye, 11. Nay 0. Abstention, 1, (Ms. Vandermolen.)

B. Approval of Revised Policy Council/Parent Advisory Committee Reimbursement Policies/Procedures.

Mr. Roger Batlett available. There were no questions.

Motion by Ms. Mary Brown, seconded by Mr. David Quintero. Discussion: Mr. Troy Luna did not agree as he was unable to attend the last Bylaws Committee Meeting.

Show of hands vote: Aye, 10. Nay, 1. Abstention, 1, (Ms. Vandermolen.)

IV. Information Items

A. Standing Information

- Parent/Staff Recognitions
Lacy Berry (received plaque and gift) – End of Year Parent Appreciation Event.
- Fiscal Report/Corporate Card Monthly Statement of Account
Mr. Roger Bartlett shared new Fiscal Report format. There is \$500,000 more in revenue than expenses due to CDE grant received. Spending about 24% of basic grant, 1% less than the ¼ of funds to be spent due to waiting for modular invoices. Overall, things are moving along as expected in expenditures. ARRA expansion grants are continuing; Program Improvement grant has ended; Corporate Card expenses is lower, part of this is due to Kaiser no longer allowing SETA to use American Express to pay the medical premium bills.

Victor Goodwin and Tamara Knox arrived at 9:30 a.m.

- Committee Reports
Ms. Jeanine Vandermolen read the October Committee Report.

Ms. Mary Brown reported on the Monitoring and Evaluation Committee. She visited 12 sites this year for self-assessment. Whispering Pines is a great site and sorry that it will be closing; working on putting together the report of the visits to give to Ms. Marie Desha.

Ms. Katherine Yaipen-Faulter visited sites and observed the Family Service Workers work. It was a great experience and parents should never be afraid to speak to someone at a site.

CAMP Male Involvement – no report at this time

Health Services Advisory Committee – Ms. Jeanine Vandermolten shared that she met a lot of great community partners; learned a lot about use of and amount of toothpaste for brushing and about fluoride

➤ Seating of New Parent Advisory Committee Representatives (2010-2011)

Ms. Yaipen-Faulter and Ms. Vandermolten and Ms. Kiesha Spriggs are the only ones to step down due to terming out. Ms. Spriggs is not present. Ms. Brown shared kind words about Ms. Yaipen-Faulter. Chair shared if Representatives are not stepping down, they remained seated. If they were stepping down, they were asked to go to audience. New Representatives were announced and asked to be seated.

New Members Present:

Lashonda Tablit
Rebecca Lewis
Haley Joslin
Jean Philson
Mary Brown
Praveena Chaudhary
Connie Wallace
Maria Ramos
Veronica Cruz
Michelle Dixon
Tamara Knox
Yvette Hernandez
Michelle Burgess
Laura Meza

Members Absent:

Xavier Montoya (U)
Kelly Martin (E)
Tiffany Hays (U)
Tami Watson (U)
Edith Alcaraz (E)
Amanda Pennington (U)

➤ Introduction of PAC Representatives (2010-2011)

Representatives were asked to introduce themselves and say a few words about themselves.

➤ Introduction of SETA Head Start Staff
All staff present introduced themselves.

➤ How to Present and Make Recommendations

Ms. Jeanine Vandermolten – The Chair reviewed “How to Present and Make Recommendations (Motions).” Some examples of how to go through the motion process was provided by returning Board Members.

➤ Board Procedures

- Conflict of Interest – Ms. Nancy Hogan

Agency must have on file a Conflict of Interest for each board member; Nancy explained what conflict of interest means and gave examples of what would need to be disclosed on the form. She will have the forms ready at next month's meeting ready for members to fill out, sign and turn back in to her.

- Reimbursements and Budget/Planning – Mr. Roger Bartlett
Reimbursements - child care and mileage/other transportation costs are reimbursed within one week as long as forms are turned in timely and the petty cash is available to distribute for reimbursement. The reimbursement is not considered taxable income because it is reimbursement for child care and mileage costs rather than just a flat amount to participate in activities. Victor Goodwin requested to have reimbursement forms mailed with agenda rather than receiving forms at the meeting ready and available at the meeting rather than waiting for a later date to receive it.

Budget/Planning – Board members are involved with the planning process and provide input along with asking questions to get clarification. Committee is important especially when decisions need to be made about moving funds around toward the end of the year.

- Personnel – Mr. Andrew Pineda gave an overview of Personnel functions as related to Head Start PAC Representatives including a selection and recruitment process – screening applications is part of the process; exams may be oral or written – oral exams would include a PAC Representative as a panel member along with SETA staff. The eligibility list goes to Policy Council for approval. The hiring interview panel usually includes a PAC Representative along with SETA staff. Board Member may also volunteer to be part of other personnel/Human Resources functions.

Ms. Denise Lee spoke to the member about how important it is for parent involvement not just the meetings but other aspects such as hiring selection, budget/planning, classrooms, self assessment review, etc.

Orientation will take place in January, 2011 and it is important to attend. You can learn so much by attending this orientation.

- Officer Elections – December, 2010 (Board Meeting)

III. **Action Items (Continued)**

C. Election of Policy Council Representatives and Alternates

Ms. Vandermolen read the Bylaws. Article V, Section 3: Duties of Officers aloud to the Board.

Ms. Desha explained what the duties would be for a Policy Council Representative and how it is different from the Parent Advisory Committee Representative. PC Representatives are the legal governing body for Head Start, not the PAC. PAC

serves in the capacity of advising for the SETA Operated Program. However the PAC models after the PC in the decision making process.

Nominations for PC Representative – Michelle Dixon, Mary Brown, Roberto Reyes, Haley Joslin, Michelle Burgess, David Quintero.

Mary Brown moved to elect the six (6) PAC Representatives and one (1) Alternate to the PC, Victor Goodwin moves to second the motion; Veronica Cruz as alternate.

Show of hands vote: Aye: 22. Nays: 0. Abstentions: 1, (Ms. Vandermolen.)

D. Election of Representatives and Alternates to Attend the National Head Start Association (NHTA) Annual Parent Training Conference.

The Chair reviewed the conference attendance guidelines; Ms. Desha shared conference information and budget. Child care will be reimbursed after the conference. You must know for sure today if you are able to attend as airline reservations cannot be changed to another person's name. You will need to provide a report of each workshop attended and submit to Ms. Desha. The PAC must select who will go to the conference.

Ms. Brown made the motion and Ms. Rebecca Lewis seconded to have Ms. Tamara Knox be sent to the NHTA Conference along with 2 other PC Representatives. Funds would come out of Head Start Training and Technical Assistance (T/TA) and Early Head Start T/TA fund account to cover the expense.

Show of hands vote: 21 yays, 0 nays, 2 abstained.

Nominees for conference – each spoke about why they would like to go to the conference. Mr. Roberto Reyes, Ms. Dina Patterson, Ms. Yvette Hernandez and Ms. Mary Brown – nominees. Nominations taken – the 2 highest votes will be allowed to attend conference.

Roberto – 7; Mary – 10; Dina – 2; Yvette – 3. Mary – 1st rep; Roberto – 2nd; Yvette – alternate 1; Dina – alternate 2.

Mr. Goodwin gave some insight to the learning experience he gained by going to the conference in Atlanta, GA and how it helped him with his family and being part of Head Start.

Mr. Goodwin moved to accept the nominations and addendum to add the alternates; seconded by Mr. Luis Ramos.

Show of hands vote – Aye: 22. Nay: 0. Abstention: 1, (Ms. Vandermolen.)

IV. Information Items (Continued)

A. Standing Information

- Calendar of Events and Activities, Parent/Family Support Unit – Ms. Jeanine Vandermolten
Male Involvement – Dec. 17th next meeting; PAC Executive Committee Dec. 2nd.
- PC/PAC Calendar of Events – Ms. Jeanine Vandermolten
- Community Resources – Parent/Staff

B. Governing Board Minutes of October 7, 2010

V. **Other Reports**

- Chair's Report – Ms. Jeanine Vandermolten mentioned that the Bylaws Meeting was quite exciting. Ms. Vandermolten has enjoyed being the PAC Chair and will miss her time attending the meetings and committees.
- Head Start Deputy Director's Monthly Report – Ms. Denise Lee
Overview of Monthly Report (attached). Congratulated the new Representatives and encouraged involvement on committees and at the centers.

The Federal Review will be Jan. 24-Feb. 4, 2011 – She explained what the review is and what happens during the review and what the outcome means. PAC members will be interviewed. Re-competition was explained in the event of serious findings of non-compliance and SETA would have to compete for the grant in Sacramento County.

SOP Enrollment Report for School Year 2010-2011 (attached)

Special Education Report for October 2010 (attached)

- Manager's Reports
 - Program Support Services Report – Ms. Brenda Campos – no report
 - Parent/Family Support Report – Ms. Lisa Carr
Ms. Carr thanked all the new PAC Representatives along with the current Representatives. Family Service Workers are working hard. The Parent Conference is scheduled April 20, 2011 and trying to get Mayor Kevin Johnson as keynote speaker.
 - Child Development and Education Services Report – Ms. Karen Gonzales
shared assistance is needed with labeling at the centers, parents can volunteer to do this work in preparing for the Federal Review. The week of Christmas the centers will be closed for staff trainings and review preparation with classrooms. Jan 28th – originally was a minimum day but will now be opened for a full day.
- ✓ Region IX Reports (attached)

VI. **Discussion**

Phoenix Park Representative requested that the center hours be changed to be open at 7 am to allow parents time to drop off their children and get to work by 8 am. Ms. Gonzales recommended that Representatives inform their child's teacher if they are going to be late and attending SETA HS/EHS functions. Their child's teacher need to

be informed when they were late due to agency business meeting such as Policy Council and Parent Advisory Committee. In general, parents should pick up their children on time.

Parker Avenue Representative was concerned that they are not allowed to have the same things provided to them as the other larger sites. Parents can speak with the site supervisor about concerns.

Walnut Grove Representative wanted to know if parents can decorate their centers to celebrate holidays. Ms. Gonzales pointed out that we must keep in mind that there are different cultures and holidays which may or may not be offended by decorations of other cultures. Work with your site supervisor and keep in mind decorations should be non-religious. Ms. Gonzales will have the Program Officer follow up with what can be done at this site.

Nedra Court Representative shared that food being provided to center is not liked by some of the children. Ms. Gonzales explained that quality assurance sheets are sent back to the kitchen for review and also to Ms. Brenda Campos, Manager, Program Support.

Denise Lee stated that she will bring in the Program Officers for each region to introduce them to the PAC Representatives at the next meeting.

VII. Public Participation

No cards submitted so there will be no public comments.

VIII. Adjournment

Adjournment at 11:57 a.m.

ITEM III-A – ACTION

**SELECTION OF REPRESENTATIVES AND ALTERNATES
TO ATTEND THE CALIFORNIA HEAD START ASSOCIATION (CHSA)
ANNUAL PARENT CONFERENCE**

BACKGROUND:

This agenda item provides an opportunity for Parent Advisory Committee to select three (3) Parent Advisory Committee Representatives and three (3) Alternates to attend the California Head Start Association (CHSA) Annual Parent Conference. The Conference will be held at the San Francisco Marriott Marquis Hotel, San Francisco, CA, February 7-8, 2011 (Monday-Tuesday).

Please see attached Conference Attendance Guidelines and conference information.

RECOMMENDATION:

That the Parent Advisory Committee elects three (3) Representatives and three (3) Alternates to attend the CHSA Annual Parent Conference.

NOTES:

Representatives nominated:

Alternates elected:

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 a 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 III-B – ACTION

SELECTION OF PARENT ADVISORY COMMITTEE MEMBERS 2010-2011

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee Representatives to select Standing and Program Area Committees for Program Year 2010-2011.

- 1) Head Start Personnel/Bylaws Committee Representatives
Overseen by: Marie Desha

Parliamentarian, _____

- 2) Head Start Budget/Planning Committee Representatives
Overseen by: Roger Bartlett

Treasurer, _____

- 3) Head Start Social/Hospitality Committee
Overseen by: Marie Desha

Secretary, Treasurer, _____

- 4) Program Area Committees

- ♦ Early Childhood Development & Health Services Committee and Parent/Family Support Committee, AKA Child Safety Committee
Overseen by: Brenda Campos, Lisa Carr and Karen Gonzales

5) Monitoring and Evaluation, AKA Self-Assessment Committee
(Committee of the Whole)

Overseen by: Brenda Campos

6) Food Services Committee

Overseen by: Brenda Campos

7) Male Involvement Committee

Overseen by: Robert Silva

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

ITEM III-C – ACTION

**SELECTION OF REPRESENTATIVE AND ALTERNATE TO THE
SETA HEAD START HEALTH SERVICES ADVISORY COMMITTEE (HSAC)**

BACKGROUND:

The Parent Advisory Committee is requested to select one (1) Representative and one (1) Alternate to serve on the Head Start Health Services Advisory Committee. This committee is an advisory group to the health program area plan, assists with creation of policies, and serves as one of our primary community resources for health information. Members on the committee include Head Start staff and parents and health professionals from the community with an interest in Head Start. The group meets two times per year for a dinner meeting. Meeting location and time will be announced. An interest in health would be appropriate for those serving on this committee. Ms. Brenda Campos will be available to share information and answer questions.

Please see attached minutes of last meeting, Wednesday, October 26, 2010.

RECOMMENDATION:

That the Parent Advisory Committee selects one (1) Representative and one (1) Alternate to the Health Services Advisory Committee.

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____



SETA Head Start Program Support Services

Subject:	Health Service Advisory Committee Meeting	Date:	October 26, 2010
Facilitator:	Brenda Campos, Program Support Services Manager	Minutes:	Meghan Marshall, Health/Nutrition Specialist
Attendees Present:	See Attachment		

Topic	Minutes	Action Items	Due By
Welcome and Introductions	Committee members and guests were introduced. The meeting began at 5:32 p.m.	-	-
Updates	The OHS Tri-Annual Review will occur some time in this program year. More Health/Nutrition updates will follow. Health/Nutrition Protocols will begin to be covered in Delegate Content Meetings. Additionally, the Children and Adult Care Food Program Tri-Annual Review will occur some time in this program year. Self-Assessment will review all documents pertinent to both reviews as it relates to health and nutrition content.	-	-
Sacramento County Immunization Program Information	CAIR (California Immunization Registry) will no longer accept new applications. However, the records that are currently in the database remains to be accessible.	Center staff should recycle any existing CAIR applications. However, any applications that are currently in a child's file, should remain to reflect that child is accessible in the CAIR database.	On-going
Annual Program Information Report (PIR)	Brief overview of Head Start and Early Head Start PIR outcomes.	-	-
Fluoride Usage-Discussion	Dr. Scott Thompson recommended that children of all	Teaching staff must be	ASAP

Approved By: _____

Date: _____



SETA Head Start Program Support Services

	ages in Head Start use fluoridate toothpaste. Additionally, Dr. Thompson advised our program to instruct the children to spit but not rinse out fluoridated toothpaste once tooth brushing has been completed.	trained on the correct usage of fluoridated toothpaste.	
CHDP Periodicity Table Revision	The following events are no longer required by the Sacramento County Periodicity Schedule: 1.) Tuberculosis Skin Tests 2.) Urinalysis Reminders 3.) Lead Level Reminders. NOTE: Additional changes do not effect our age population of service.	All center staff must be informed of all changes to the Periodicity Table. Additionally, staff must have access to updated and current forms.	November 2010
The Effort-Presentation	Kris Garcia, Licensed Midwife, discussed prenatal and pediatric services available to the Sacramento community from The Effort.	-	-
Cover the Kids-Presentation	A representative of Cover the Kids discussed the benefits of collaborating with the organization to ensure all children in Sacramento County are insured.	NONE-SETA Head Start has collaborated with Cover the Kids since the inception of the organization in Sacramento County.	-
Schedule Next Meeting	The next meeting has been scheduled for February 23, 2011 at 5:30 p.m. Meeting adjourned at 7:18 p.m.	-	-

Approved By: _____

Date: _____

ITEM III-D – ACTION

**SELECTION OF COMMUNITY PARTNERSHIPS ADVISORY COMMITTEE
(CPAC) REPRESENTATIVE AND ALTERNATE**

BACKGROUND:

The Parent Advisory Committee is requested to select one (1) Representative and one (1) Alternate to serve on the Community Partnership Advisory Committee (CPAC). This advisory committee is an advisory group to the Head Start social services program area of Head Start. Members of this committee include Head Start staff, parents and social services professionals from the community with an interest in the Head Start Program. Each program year a PAC Representative is selected to sit on this committee. The CPAC meetings will be held semi-annually; time and date will be announced when determined. Having an interest in social service collaboration would be appropriate for those wishing to serve on this committee.

Ms. Terri Carpenter will be available to share additional information and answer questions.

Please see the attached minutes of the last meeting held on Thursday, September 23, 2010.

RECOMMENDATION:

That the Parent Advisory Committee selects one (1) Community Partnership Advisory Committee Representative and one (1) Alternate to serve on the committee.

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____



SETA Head Start Program Support Unit

Subject:	CPAC Meeting Minutes	Date:	September 23, 2010
Facilitator:	Terri Carpenter, SETA Public Relations Officer	Minutes:	Consuelo Lopez
Present:	Ada Arevalo, EGUS; Blia Cha, Hmong Women's Heritage Association; Judy Weber, SETA Head Start; Leticia Jaramillo, WCIC/Playmate; Nancy Guzman, KVIE; Carl Gayle, City of Sacramento Cover The Kids; Terri Carpenter, SETA; Sherry Thurn, County of Sacramento Department of Child Support; Coventry St. Mary, PC Representative; Sam Starks, SMUD; Maria Medina, Mutual Assistance Network; Consuelo Lopez, SETA Head Start.		

Topic	Minutes
1. Welcome and Introductions	Meeting was called to order at 9:15 am. Terri Carpenter introduced herself and welcomed the attendees. Participants were self introduced.
2. Member Updates	Sherry Thurn spoke concerning the services offered by the Child Support Agency.
	Nancy Guzman informed regarding the workshops and events available at KVIE as well as the online information available online for teachers, parents and caregivers, as well as videos and games for children, by accessing the website kvie.org/education
	Blia Cha shared the services and activities of the Hmong Women's Heritage Association.
	Sam Starks brought up the fact that SMUD provides discounts for low-income customers, reduced electricity rates for customers with conditions needing the use of electricity, green energy programs, etc. More information may be obtained by calling 732-5131.
	Carl Gale explained the free and low-cost health insurance for children ages 0-18 and pregnant women through the Cover The Kids Program. Call the toll free phone number 1-866-850-4321 for an appointment.
	Judy Weber mentioned that SETA Head Start closed down two sites, Center of Praise and Florin Meadows, but will be opening two new sites, one on Elkhorn and Watt and the other one at Rancho Cordova.
	Maria Medina informed that Mutual Assistance Network has after school programs, assist displaced construction workers filling out resumes, has a produce stand at Grand and Rio Linda (Monday to Friday), a Farmer's Market on Saturdays, a youth program at the Robinson Center, etc. For more information call 916-567-9567.
3. SETA and SETA Head Start Program Update	Terri Carpenter showed the new information flyers for the SETA Head Start Program and the Sacramento Works Career Centers.
	Meeting was adjourned at 10:00 a.m.
	Next meeting will be April 21, 2011.

ITEM IV-A – INFORMATION

STANDING INFORMATION

BACKGROUND:

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

- PC/PAC Calendar of Events (Attached)
- Calendar of Events and Activities, Parent/Family Support Unit (Attached)
- PC/PAC Calendar of Events (Attached)
- Parent/Staff Recognitions
- Fiscal Report/Corporate Card Monthly Statement of Account – Mr. Roger Bartlett (Attached)
- Child Care Center Food Menu (Attached)

NOTES:

CALENDAR OF EVENTS AND ACTIVITIES
PARENT/FAMILY SUPPORT UNIT

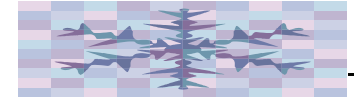
<u>EVENT</u>	<u>DATE</u>
Male Involvement Committee Meeting	January 28, 2010 11:00 a.m. 925 Del Paso Blvd. Olympus Room


PC/PAC CALENDAR OF EVENTS

<u>EVENT</u>	<u>DATE</u>
PAC Executive Committee Meeting	Tuesday, December 21, 2010 9:00 a.m. 925 Del Paso Blvd. Room to be announced. (Chair only – all other officer positions null and void.)
PC Executive Committee Meeting	Tuesday, December 21, 2010 10:00 a.m. 925 Del Paso Blvd. Room to be announced (Chair only – all other officer positions null and void.)
National Head Start Association 27 th Annual Parent Training Conference	Friday, December 10 through Tuesday, December 14, 2010 Virginia Beach, VA
Male Involvement Committee Meeting	Friday, January 28, 2011 11:00 am. 925 Del Paso Blvd. Olympus Room
California Head Start Association Parent Training Conference	February 7-8, 2011 (Monday and Tuesday) San Francisco Marriott Marquis Hotel San Francisco, CA



December 2010 Head Start Menu



Mon	Tue	Wed	Thu	Fri
<p>Hey Teachers! We would like to remind you that all Preschool meals and some snacks are to be served with 1% Milk and All Toddler meals and some snacks are served with Whole Milk</p> <p>Monday of each week will indicate which menu cycle applies to that week.</p>				
<p>6. [week 1] Breakfast: Pancakes and Mango Chunks Lunch: Lemon Pepper Chicken, Peas & Carrots, Steamed Rice and Fresh Orange Snack: Cottage Cheese and Cheese -It-Crackers</p>	<p>7. Breakfast: Cornbread Muffin and Fresh Orange Lunch: Beef Hamburger, Whole Wheat Bun, Whole Kernel Corn, Pickle Slices and Kiwi Snack: String Cheese and Fresh Apple</p>	<p>8. Breakfast: Biscuit with Jelly and Diced Peaches Lunch: Build Your Own Burrito, Refried, Flour Tortilla, Shredded Cheese & Lettuce, Diced Fresh Tomato and Tangerine or Fresh Strawberries Snack: Sunrise Bite Crackers and Diced Pears</p>	<p>9. Breakfast: Banana Muffin and Diced Pear Lunch: Cheese Sandwich, Cauliflower with Dip and Apple or Watermelon Snack: Kix Cereal and Milk</p>	<p>10. Breakfast: Cheerios Cereal and Fresh Banana Lunch: Turkey Ham Sandwich, Fresh Cantaloupe and Baby Carrots Snack: Cinnamon Rice Cakes and Pineapple Tidbits</p>
<p>13. [week 2] Breakfast: Kix Cereal and Fresh Apple Lunch: Oven Baked Chicken, Sweet Potatoes, Fresh Cantaloupe and Corn Bread Muffin Snack: Fresh Orange and Strawberry Yogurt</p>	<p>14. Breakfast: Pancakes with Maple Syrup and Kiwi Lunch: BBQ Beef Burger, Whole Wheat Buns, Mixed Vegetables, and Fresh Tangerines or Strawberries Snack: Apple Cinnamon Muffin and Fresh Banana</p>	<p>15. Breakfast: Oatmeal with Raisins and Pineapple Tidbits Lunch: Chicken Chow Mien Rice and Apples or Watermelon Snack: Tropical Treat Crackers and Diced Pears</p>	<p>16. Breakfast: Crispix Cereal and Fresh Banana Lunch: Turkey Ham Sandwich, Sliced Cucumbers with Dip and Fresh Raw Oranges Snack: Dreamy Orange Mini Loaf and Milk</p>	<p>17. Breakfast: Blueberry Muffin and Diced Mangos Lunch: Roasted Sliced Turkey, Whole Wheat Bread, Fresh Baby Carrots and Kiwi Snack: American Cheese Quesadilla</p>
<p>20. [week 3] Breakfast: Multi Grain Cereal and Fresh Orange Lunch: Macaroni & Cheese, Fresh Broccoli with Ranch Dip and Fresh Cantaloupe Snack: Strawberry Waffle Graham and Milk</p>	<p>21. Breakfast: Bagelette with Cream Cheese and Fresh Apple Lunch: Roasted Turkey Sandwich, Zucchini Sticks with Dip and Fresh Tangerines or Strawberries Snack: Cottage Cheese and Pineapple Tidbits</p>	<p>22. Breakfast: Cheerios Cereal and Pineapple Tidbits Lunch: Cheese Sandwich on Whole Wheat Bread, Fresh Baby Carrots and Fresh Orange Snack: Lemon Dinosaur Crackers and Fresh Apple</p>	<p>23.  24.</p> <p style="text-align: center;">Winter Break</p>	
<p>27.</p> <p style="text-align: center;">Winter Break</p>	<p>28.</p> <p style="text-align: center;">Winter Break</p>	<p>29.</p> <p style="text-align: center;">Winter Break</p>	<p>30.</p> <p style="text-align: center;">Winter Break</p>	<p>31.</p> <p style="text-align: center;">Winter Break</p>

ITEM III-B – INFORMATION
GOVERNING BOARD MINUTES

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review the Governing Board minutes of November 4, 2010 attached.

NOTES:

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

Minutes/Synopsis

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

SETA Board Room
925 Del Paso Blvd.
Sacramento, CA95815

Thursday, November 4, 2010
10:00 a.m.

- I. Call to Order/Roll Call/Pledge of Allegiance:** Mr. Nottoli called the meeting to order at 10:08 a.m.

Members Present:

Kevin McCarty, Chair, SETA Governing Board; Councilmember, City of Sacramento (arrives at 10:09 a.m.)
Don Nottoli, Vice Chair, SETA Governing Board; Member, Board of Supervisors
Bonnie Pannell, Councilmember, City of Sacramento
Sophia Scherman, Public Representative
Jimmie Yee, Member, Board of Supervisors

- Recognition of Long-Term Employee: Ms. Robin Purdy acknowledged Mr. William Walker's years of service to SETA. Mr. Walker spoke of his appreciation of his team through the years.

II. Consent Items

- A. Minutes of the October 7, 2010 Regular Board Meeting
- B. Approval of Claims and Warrants
- C. Approval of Temporary Reclassification Extension
- D. Approval to Continue the Participation with the Child and Adult Care Food Program and Authorize the Chair and Executive Director to Sign the Renewal Application

The consent calendar was reviewed; no questions or comments.

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

- A. Approve the minutes of the October 7, 2010 meeting.
- B. Approve the claims and warrants for the period 9/30/10 through 10/28/10.
- C. Approve the temporary reclassification of Ms. Monica Barber to Social Services/Parent Involvement Specialist through February 16, 2011.
- D. Authorize the renewal for participation in the Child and Adult Care Food Program and authorize the SETA Chair and Executive Director to sign the renewal application.

Voice Vote: Unanimous approval.

III. Action Items

A. GENERAL ADMINISTRATION/SETA

1. Election of Officers of the Sacramento Employment and Training Agency Governing Board

Ms. Kossick stated that the rotation for chair and vice chair would be Mr. Nottoli for Chair and Ms. Scherman for Vice Chair.

Moved/Pannell, second/Yee, to elect Don Nottoli for chair and Sophia Scherman as vice chair for a one-year term to begin on November 5, 2010.

Voice Vote: Unanimous approval.

2. Approval of Modifications to the SETA Personnel Policies and Procedures, Section 9.08 Sick Leave Accrual and Usage

Mr. Rod Nishi reviewed this item. During labor negotiations, a change to the sick leave usage and accrual policy was approved. The modifications go before both the Policy Council and the Governing Board to codify the negotiated changes. The Head Start Policy Council approved this item at their October 26 meeting.

Moved/Pannell, second/Scherman, to approve the modifications to the SETA Personnel Policies and Procedures, Section 9.08 Sick Leave Accrual and Usage.

Voice Vote: Unanimous approval.

3. Approval to Purchase Agency Insurance for General Liability, Vehicle Liability, Umbrella, Errors and Omissions and Student Accident

Mr. Roy Kim introduced Ms. Carolyn Reynolds from Arthur J. Gallagher. Ms. Reynolds reviewed the insurance summaries. None of the coverages will change from last year to this year. Umbrella coverage went up 5%; overall the package was less than a 1% increase. The flood insurance came down a bit. The insurance for Bannon Creek will be figured out and the price will be known when the elevation is known. Mr. Thatch stated that he will review the situation with Bannon Creek and report back. The insurance premiums are generally tied to the economy.

Next month Ms. Reynolds will be present workers compensation insurance.

Moved/Yee, second/Pannell, to approval the purchase of Agency insurance for General Liability, Vehicle Liability, Umbrella, Errors and Omissions and Student Accident.

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

4. Approval to Release a Request for Proposals for Audit Services

Mr. Roy Kim reviewed this board item. The current contract is with Gilbert Associates and is in effect until March of 2011.

Moved/Pannell, second/Nottoli, to approve the release of the Request for Proposals for Audit Services.

Voice Vote: Unanimous approval.

5. Approval of Implementation of American Express Rewards Program

Moved/Pannell, second/Nottoli, to continue this item to the December 2 agenda.

Voice Vote: Unanimous approval.

6. Approval of Staff Recommendations for the Adult Vendor Services (VS) List

Ms. Marianne Sphar reviewed this item; no questions or comments.

Moved/Yee, second/Scherman, to approve the addition of CareerU to the Adult VS List.

Voice Vote: Unanimous approval.

B. WORKFORCE INVESTMENT ACT

1. Approval to Submit a Request to Transfer Workforce Investment Act Dislocated Worker Funds to Adult Funds

Ms. Robin Purdy stated that this is an item that has been approved for the last four years; this action will move 50% of dislocated worker funds into the adult services stream. It simplifies the accounting and data compilation procedures.

The dislocated workers can receive services through the adult funding stream. It is easier to serve the dislocated workers through the adult funding stream.

Moved/Pannell, second/Nottoli, to approve submission to the State of California, Employment Development Department of a request to transfer 50 percent of the WIA Dislocated Worker funds into the WIA Adult funding stream for 2010-2011 in the amount of \$2,269,297 .

Voice Vote: Unanimous approval.

C. HEAD START: No items.

D. COMMUNITY SERVICES BLOCK GRANT

1. Approval of Community Services Block Grant Contract Extensions for Fiscal Year 2011

Mr. Victor Bonanno reviewed this item; SETA's delegate agreement with the operators allows for a one-year extension. The planning/monitoring/fiscal staff has reviewed the programs and has determined that the majority of the CSBG operators have done well. Corrective actions have been done when appropriate.

This item requests the extension of contracts under the same terms, conditions and funding amounts.

Moved/Scherman, second/Pannell Approve the following staff recommendations:

1. Extend all CSBG subcontracts for an additional one year term, and 2.

Maintain Daren Maeda as a SETA consultant for an additional year.

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

E. REFUGEE PROGRAMS: No items.

IV. Information Items

- A. Fiscal Monitoring Reports: Mr. Nottoli inquired about the report for Tree of Hope. Ms. Kossick assured the board that there is no future funding to this organization at risk; this program was funded under ARRA. This contract ended in June. Ms. Kossick stated that the program has an opportunity to respond to the fiscal report; staff will follow up with the program to secure the needed documentation. Ms. Scherman asked what would be the next step. The program operator has 45 days to respond. Mr. Thatch suggested that it may be appropriate to have a meeting with their board of directors. Mr. Nottoli suggests that staff invite their board and/or chair to respond to the fiscal monitoring report. SETA has responsibilities to our funding sources. If we believed there was fraud or abuse of our funding need to consider notifying our funding sources.
- B. Head Start Fiscal Report: No questions.
- C. Head Start Policy Council Minutes: No questions.
- D. 2010 Sacramento Works for Youth Summer Program: Ms. Christine Welsch reported that 904 young people were employed this past summer earning over \$1 million. It was a great summer program with a lot of success stories. As of the end of September, 68 young people had kept their positions or got another job.
- E. Community Services Block Grant Recovery Act Update: Mr. Victor Bonanno reviewed the CSBG ARRA funding report.
- F. Dislocated Worker Update: Mr. William Walker reported that Employer Services staff is at the State Capitol to provide services to dislocated employees; 200 people will be affected. Sieman's has received a huge order for additional trains;

Mr. Walker stated that SETA has been working with Cosumnes River College to train welders who will then be employed by Sieman's.

- G. Employer Activity Report: No additional report.
- H. Unemployment Update/Press Release from the Employment Development Department: Mr. Nottoli commended SETA for the work at lowering the number of unemployed Sacramento County residents.
- I. Monthly Head Start Report: Mr. Nottoli inquired whether the enrollment requirements are being met; Ms. Lee stated that overall, the enrollment is within acceptable standards.

V. Reports to the Board

- A. Chair: Mr. McCarty requested a report back on the level 3 Cal Works funding cuts. He would like to know how this would affect SETA customers.
- B. Executive Director: Ms. Kossick wished the board a Happy Thanksgiving.
- C. Deputy Directors: No report.
- D. Counsel: No report.
- E. Members of the Board: Ms. Pannell thanked SETA for the ceasefire model with Boston. She was at Countrywood and it was a great success.

Ms. Scherman thanked Mr. McCarty for his leadership over the past year.

- F. Public: No comments.

VI. Adjournment: The meeting was adjourned at 11:18 a.m.

ITEM V - COMMITTEE REPORTS

BACKGROUND:

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

A. Executive Committee

- Critique of the Parent Advisory Committee meeting, November 23, 2010.

GOOD	NEEDS IMPROVEMENT
Thank you, Ms. Dolores Guzman, for translating.	Taking care of personal business prior to the start of meeting to eliminate leaving the meeting.
Clean Boardroom.	No side barring.
Thank you, Ms. Elaine Veliz, for making meeting reminder phone calls.	Please turn <u>off</u> cell phones and keep them put away.
Thank you for raising hands during voting process.	

NOTES:

ITEM VI – OTHER REPORTS

BACKGROUND:

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

- Chair’s Report
- Policy Council Report(s) – Mr. David Quintero, Ms. Haley Joslin, Ms. Michelle Burgess, Ms. Mary Brown, Ms. Michelle Dixon, and Mr. Roberto Reyes
- Head Start Deputy Director’s Monthly Report – Ms. Denise Lee
 - ✓ Monthly Head Start Report (Will be provided at meeting.)
- Managers’ Reports
 - Program Support Services Report – Ms. Brenda Campos
 - Parent/Family Support Report – Ms. Lisa Carr
 - Child Development and Education Services Report – Ms. Karen Gonzales
 - ✓ Region IX Reports (Attached)

NOTES:

ITEM VII – DISCUSSION

BACKGROUND:

This agenda item allows Parent Advisory Committee Representatives the opportunity to ask questions about the program pertinent to their centers.

NOTES:

ITEM VIII - 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 IX- ADJOURNMENT

NOTES:
