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*THOUGHT OF THE DAY: "Speak in such a way that
Others Love to Listen to you... Listen in such a way that
Others Love to Speak to you!"*

~~ Anonymous

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

DATE: Tuesday, July 20, 2021

TIME: 10:00 a.m.

LOCATION:

<https://us02web.zoom.us/j/84419013969?pwd=enhEcy8wem42b2JSejNweVI4T0lIUT09>

In response to the Governor's Executive Order N-29-20 relating to the COVID-19 Pandemic, the Head Start Parent Advisory Committee (PAC) is conducting this meeting on Zoom at <https://us02web.zoom.us/j/84419013969?pwd=enhEcy8wem42b2JSejNweVI4T0lIUT09>. Meeting ID: 844 1901 3969. Passcode: 023480. Members of the public may join the meeting by clicking the link above or typing the meeting address above into their web browser, or listen to the meeting by telephone: One tap mobile: +16699006833,84419013969# US (San Jose). Dial by your location +1 669 900 6833 US (San Jose). Find your local number: <https://us02web.zoom.us/j/84419013969?pwd=enhEcy8wem42b2JSejNweVI4T0lIUT09>. Members of the public are encouraged to participate in the meeting by submitting written comments by email to: Nancy.Hogan@seta.net. Any member of the public who wishes to speak directly to the board regarding any item on the agenda may contact Nancy Hogan at (916) 263-3827, or Nancy.Hogan@seta.net. Please include in your request which item you would like to participate on. Additionally, during the meeting any questions or comments may be submitted via the Q&A or chat features on Zoom. Public comments will be accepted until the adjournment of the meeting, distributed to the Parent Advisory Committee and included in the record.

Closed captioning will be available. This document and other Board meeting information may be accessed through the Internet by accessing the SETA home page: www.seta.net.

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DISTRIBUTION DATE: TUESDAY, JULY 13, 2021

Parent Advisory Committee meeting hosted by:
Fienishia Wash (Chair)

ITEM I - A – ROLL CALL

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

- ___ Vacant, Alder Grove I Head Start
- ___ Vacant, Alder Grove II Head Start
- ___ Vacant, American Legion Head Start
- ___ **Donna Bonner, Bannon Creek Head Start**
- ___ Vacant, Bret Harte Head Start
- ___ **Christine Salas, Capital City Head Start**
- ___ Vacant, CP Huntington Head Start
- ___ Vacant, Crossroad Gardens Head Start
- ___ **Alisha Givehchi, Early Head Start (Home Base)**
- ___ Vacant, Elkhorn Head Start
- ___ Vacant, Franklin Head Start
- ___ Vacant, Freedom Park Head Start
- ___ Vacant, Freeport Head Start
- ___ **Arianna Torres, Fruitridge Head Start**
- ___ Vacant, Galt Head Start
- ___ Vacant, Grizzly Hollow
- ___ Vacant, Hillsdale Head Start
- ___ Vacant, Hiram Johnson Head Start
- ___ Vacant, Preschool Home Based Head Start
- ___ **Fienishia Wash, Pre-School (Home Base)**
- ___ Vacant, Home Base Early Head Start
- ___ Vacant, Hopkins Park Head Start
- ___ Vacant, Illa Collin Head Start
- ___ Vacant, Job Corps Head Start
- ___ Vacant, Kennedy Estates Head Start
- ___ Vacant, LaVerne Stewart Head Start
- ___ Vacant, (Marie Cleveland's) Bright Beginning Head Start
- ___ Vacant, Marina Vista Early Learning Center
- ___ Vacant, Mather Head Start
- ___ Vacant, Nedra Court Head Start
- ___ Vacant, Norma Johnson Head Start
- ___ Vacant, North Avenue Head Start
- ___ Vacant, Northview Head Start
- ___ Vacant, Parker Head Start
- ___ Vacant, Phoenix Park Head Start
- ___ Vacant, River Oak Center for Children
- ___ Vacant, Sacramento County Office of Education
- ___ **Erlene McBryde, Sharon Neese Early Learning Center**
- ___ Vacant, Solid Foundation Head Start
- ___ **Shannon Pierce, Strizek Park Head Start**
- ___ **Brenda Casillas, Walnut Grove Head Start**
- ___ Vacant, 16th Avenue Head Start
- ___ **Stephen Key, Past Parent Representative**
- ___ **Henrietta Gutierrez, Past Parent Representative**
- ___ Vacant, Grandparent Representative
- ___ Vacant, Outgoing Chair

ITEM I-A – ROLL CALL

(Continued)

Program Year 2020-2021 - New Representatives to be seated

<input type="checkbox"/> Vacant, Alder Grove I Head Start	<input type="checkbox"/> Vacant, Marina Vista Head Start
<input type="checkbox"/> Vacant, Alder Grove II Head Start	<input type="checkbox"/> Vacant, Mather Head Start
<input type="checkbox"/> Vacant, American Legion Head Start	<input type="checkbox"/> Vacant, Nedra Court Head Start
<input type="checkbox"/> Vacant, Bret Harte Head Start	<input type="checkbox"/> Vacant, Norma Johnson Head Start
<input type="checkbox"/> Vacant, Capital City Head Start	<input type="checkbox"/> Vacant, North Avenue Head Start
<input type="checkbox"/> Vacant, CP Huntington Head Start	<input type="checkbox"/> Vacant, Northview Head Start
<input type="checkbox"/> Vacant, Crossroad Gardens Head Start	<input type="checkbox"/> Vacant, Parker Head Start
<input type="checkbox"/> Vacant, Elkhorn Head Start	<input type="checkbox"/> Vacant, Phoenix Park Head Start
<input type="checkbox"/> Vacant, Franklin Head Start	<input type="checkbox"/> Vacant, Pre-School (Home Base)
<input type="checkbox"/> Vacant, Freedom Park Head Start	<input type="checkbox"/> Vacant, River Oak Center for Children
<input type="checkbox"/> Vacant, Freeport Head Start	<input type="checkbox"/> Vacant, SCOE
<input type="checkbox"/> Vacant, Galt Head Start	<input type="checkbox"/> Vacant, Sharon Neese Head Start
<input type="checkbox"/> Vacant, Grizzly Hollow Head Start	<input type="checkbox"/> Vacant, Solid Foundation Head Start
<input type="checkbox"/> Vacant, Hillsdale Head Start	<input type="checkbox"/> Vacant, Early Head Start (Home Base)
<input type="checkbox"/> Vacant, Hiram Johnson Head Start	<input type="checkbox"/> Vacant, Grandparent Representative
<input type="checkbox"/> Vacant, Home Base Head Start	<input type="checkbox"/> Vacant, Outgoing Chair
<input type="checkbox"/> Vacant, Hopkins Park Head Start	<input type="checkbox"/> Vacant, Parent Ambassador
<input type="checkbox"/> Vacant, Illa Collin Head Start	<input type="checkbox"/> Vacant, Parent Ambassador
<input type="checkbox"/> Vacant, Kennedy Estates Head Start	<input type="checkbox"/> Vacant, 16 th Avenue Head Start
<input type="checkbox"/> Vacant, LaVerne Stewart Head Start	<input type="checkbox"/> Vacant, Past Parent Representative
<input type="checkbox"/> Vacant, (Marie Cleveland's) Bright Beginning Head Start	

ITEM I – B

PAC MEETING ATTENDANCE UPDATE

**The PAC was seated on November 19, 2019 and December 17, 2019
PARENT ADVISORY COMMITTEE MEETING ATTENDANCE PROGRAM
YEAR 2019-2020**

COMMITTEE MEMBER	CENTER	1/19	2/16	3/16	4/27 *	5/18	6/15	7/20	8/17	9/21	10/19	11/16
Vacant Seated	AG I											
Vacant Seated	AG II											
Vacant Seated	AL											
Donna Bonner Seated 11/19 HOLDING	BC	X	X	X	X	X	X					
Vacant Seated	BH											
Christine Salas Seated 4/24 HOLDING	CP	X	X	X	X	X	U					
Vacant Seated	CPH											
Vacant Seated	CR											
Alisha Givhchi Seated 11/19 HOLDING	EHS/HB	X	X	X	X	X	X					
Stephen Key Seated 11/19 RESEATED	EL	X	X									
Vacant Seated	FA											
Vacant Seated	FP											
Vacant Seated	FPT											
Arianna Torres Seated 11/19 HOLDING	FT	X	X	X	X	X	X					
Vacant Seated	G											
Vacant Seated	GH											
Vacant Seated	H											
Fienishia Wash Seated 11/19 HOLDING	HB	X	X	X	X	X	X					
Vacant Seated	HB											
Vacant Seated	HI											
Vacant Seated	HP											
Vacant Seated	IC											
Vacant Seated	HP											
Vacant Seated	JC											
Vacant Seated	K											
Vacant Seated	LVS											

COMMITTEE MEMBER	CENTER	1/19	2/16	3/16	4/27 *	5/18	6/15	7/20	8/17	9/21	10/19	11/16
Vacant Seated	MCBB											
Vacant Seated	MV											
Vacant Seated	M											
Vacant Seated	NA											
Vacant Seated	NC											
Vacant Seated	NJ											
Vacant Seated	NV											
Vacant Seated	NV											
Vacant Seated	PA											
Vacant Seated	PP											
Vacant Seated	RO											
Vacant Seated	SCOE											
Vacant Seated	SF											
Earlene McBryde Seated 11/19 HOLDING	SN	X	X	X	X	X	E					
Shannon Pierce Seated 11/19 HOLDING	SP	X	X	U	X	X	X					
Brenda Casillas Seated 11/19 HOLDING	WG	X	X	X	X	X	X					
Vacant Seated	16A											
Vacant Seated	FPR											
Vacant Seated	AMB											
Vacant Seated	AMB											
Stephen Key Seated 2/16	CR/PP		X	X	X	X	X					
Henrietta Gutierrez Seated 11/19; reseated 2/16	CR/PP	X	X	X	X	X	X					
Vacant Seated	CR/GP											
Vacant Seated	OGC											

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 (916) 263-4082; and**
- 3. Third, please call the PAC Chair, Ms. Fienishia Wash, at (510) 228-5499, or the Clerk of the Boards, Ms. Nancy Hogan, at (916) 263-3827.**

**** Ethics training with Policy Council**

Special meeting

NM: No meeting

**PARENT ADVISORY COMMITTEE - MEETING
ATTENDANCE UPDATE PROGRAM YEAR 2020-2021
(Continued)**

Head Start Center Abbreviations

AG I	Alder Grove Early Learning Ctr.	HP:	Hopkins Park
AG II:	Alder Grove Infant/Toddler	IC:	Illa Collin
AL:	American Legion	JC:	Job Corps
BC:	Bannon Creek	K:	Kennedy Estates
BB:	Bright Beginnings	LVS:	LaVerne Stewart
BH:	Bret Harte	MV M:	Marina Vista Early Learning Center
CP:	Capital City	MCBB	Mather
CPH:	CP Huntington	NJ:	Marie Cleveland's Bright Beginnings
CR:	Crossroad Gardens	NA:	Norma Johnson
EHS:	Early Head Start	NC:	North Avenue
EL:	Elkhorn	NA	Nedra Court
FA:	Franklin	NV:	North Avenue
FP:	Freedom Park	PA:	Northview
FPT:	Freeport	PP:	Parker Avenue
FT:	Fruitridge	RO:	Phoenix Park
G:	Galt	SCOE:	River Oak
GH:	Grizzly Hollow	SF:	Sacramento County Office of Education
H:	Hillsdale Home	SN:	Solid Foundation
HB:	Based	SP:	Sharon Neese
HI:	Hiram Johnson	WG:	Strizek Park Walnut Grove

Representative Abbreviations

OGC:	Out Going Chair
PPR:	Past Parent Representative
GPR:	Grandparent Representative
AMB:	Parent Ambassador

Attendance Record Abbreviations

X:	Present
E:	Excused
AP:	Alternate Present
AE:	Alternate Excused
U:	Unexcused
PAC:	Parent Advisory Committee
PC:	PAC Board Business
R:	Resigned
S/B:	Should be, or should have been (seated)
CD:	Child Dropped.
RS:	Reseat

current a/o 7/9/2021 7:51 AM

ITEM II-A – CONSENT

APPROVAL OF MINUTES OF THE JUNE 15, 2021 SPECIAL MEETING

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review and approve the minutes of the June 15, 2021.

RECOMMENDATION:

Approve the minutes of the June 15, 2021 meeting.

NOTES:

ACTION: Moved: _____ Second: _____

VOTE: Aye _____ Nay: _____ Abstain: _____

SPECIAL MEETING OF THE HEAD START PARENT ADVISORY COMMITTEE

(Minutes reflect the actual progress of the meeting.)

LOCATION: meeting held electronically

Tuesday, June 15, 2021
10:00 a.m.

I. Call to Order/Roll Call/Review of Board Member Attendance

Ms. Fienishia Wash called the meeting to order at 10:01 a.m. Ms. Fienishia Wash read the thought of the day and called the roll; a quorum was achieved.

Members Present:

Stephen Key, Past Parent Representative
Fienishia Wash, Home Base
Donna Bonner, Bannan Creek
Henrietta Gutierrez, Past Parent Representative
Shannon Pierce, Strizek Park
Arianna Torres, Fruitridge
Alisha Givehchi, EHS/Home Base
Brenda Casillas, Walnut Grove (joined the meeting at 10:05 a.m.)

Members Absent:

Christine Salas, Capital City
(unexcused)
Earlene McBryde, Sharon
Neese (excused)

II. Consent Item

A. Approval of the Minutes of the May 18, 2021 Special Meeting

The minutes were reviewed; no questions or corrections.

Moved/Bonner, second/Gutierrez, to approve the May 18, 2021 minutes

Aye: 6 (Bonner, Givehchi, Gutierrez, Key, Pierce, Torres)

Nay: 0

Abstentions: 1 (Wash)

Absent: 3 (Casillas, McBryde, Salas)

Ms. Brenda Casillas joined the meeting at 10:05 a.m.

III. Action Item: None.

IV. Information Items

A. Standing Information Items

- Fiscal Monthly Report/Corporate Card Monthly Statement of Account – Mr. Victor Han reviewed the report for 10 months into the fiscal year. The CARES Act funds may be reobligated. SETA is awaiting further direction from ACF. The former start-up funds will expire as of July 31; these funds were used at various centers including improving playground equipment at the Franklin

site. The in-kind match of 25% is below the requirement amount so staff will request a waiver due to COVID-19. The credit card statements were reviewed and questions answered.

- Community Resources – Parents/Staff: Ms. Marie Desha
 - North Sacramento Parent Resource Center Information: Ms. Wash reviewed the information available to board members.

B. Head Start Policy Council Minutes for April 27, 2021: No questions.

V. Committee Reports

- Executive Committee Meeting Critique: Ms. Wash reported that the PAC and PC Executive Committee meeting will be held later this month.
- Budget/Planning Committee Meeting: Ms. Lee reported that the next meeting is scheduled for 1:00 p.m. on Tuesday, July 13; this will be held on Zoom. Mr. Han reviewed the last meeting. Staff will provide a report on CDE funding at the next meeting and each month thereafter to follow.

VI. Other Reports

- Chair's Report: Ms. Desha reported that the joint PC/PAC Executive Committee meeting is scheduled for Friday, June 25, 9:00 a.m.
- Policy Council Report(s): No report.
- Head Start Deputy Director's Report – Ms. Denise Lee reported that the Focus Area 1 (FA1) federal review began June 14 which is a preliminary review. It was a virtual review and consisted of mostly group interviews about program services and adaptations for COVID-19. Ms. Lee thanked Ms. Henrietta Gutierrez for being available for the review team. Northview ELC is still closed for anticipated renovations. We are required to serve the enrollment slots for Northview. Staff is searching for other temporary location(s). SETA is looking at space at Spinelli in North Highlands with one classroom and Florin Grammar Elementary School on Florin Road. Staff will be reviewing this center next week. The enrollment at these new sites will be shared at an upcoming meeting. It has not yet been finalized.
- Head Start Managers' Reports
 - Lisa Carr - Family Engagement, Home Base, Health/Oral Health, and ERSEA Services: Ms. Carr reported that staff is actively recruiting for all of the sites; we are looking for income eligible Head Start children in the south area. Job Corps, 16th Avenue, and American Legion have Early Head Start openings. There will be a Juneteenth Celebration at William Land Park; SETA Head Start will be recruiting at this event. Ms. Carr asked for ideas for additional recruitment sites. Home Base is offering in-person services at parks, back yards, anywhere outside since staff cannot go into homes yet. Staff is waiting for Cal OSHA rules on mask wearing.
 - Karen Griffith - School Readiness, Special Education and Mental Health Services: No report.

- Denise Lee – Quality Assurance, Food Services, Save Environments, Grants, and Contracts: No report.

VII. **Center Updates**: No comments.

VIII. **Discussion**: None.

IX. **Public Participation**: Ms. Carr reported that SETA is planning to begin an apprenticeship program for those interested in getting into a child development. This would be a great training, paid and with benefits. SETA will be offering the 12 units needed to earn an associate teacher permit and the apprenticeship would support continuing college to earn an Associate's degree. .

X. **Adjournment**: The meeting was adjourned at 10:29 a.m.

ITEM IV-A – INFORMATION

STANDING INFORMATION

BACKGROUND:

- A. Standing Information Items
 - Fiscal Monthly Report/Corporate Card Monthly Statement of Account – Mr. Victor Han
 - Community Resources – Parents/Staff: Ms. Marie Desha
 - North Sacramento Parent Resource Center Information
 - ProFloors – Customer Service

NOTES:

A vertical poster with a blue background and a yellow wavy top border. The title "POOL OF JOY" is written in large, yellow, hand-drawn letters. Below the title, the text "Invite a friend and dive into some pool safety education" is in black. The date and time "Tuesday, July 27th, 1-2pm" is also in black. Below that, "Free gift upon class completion" is in yellow. A yellow rectangular box contains the text "Who's ready to have a good time?". At the bottom, there are colorful illustrations of a beach umbrella, flip-flops, a red swimsuit, a blue swimsuit, and a yellow rubber duck.

POOL OF JOY

Invite a friend and dive into some pool safety education

Tuesday, July 27th, 1-2pm

Free gift upon class completion

Who's ready to have a good time?

Learn ways to keep your family safe around water!

[CLICK HERE TO REGISTER](#)



With school starting up again let's come together and prepare for a new school year with new backpack and school supplies!

[**CLICK HERE TO REGISTER**](#)

Car Seat Education

Thursday, July 8th at 10am

Monday, July 12th at 6pm



Our new and improved website has a calendar of all of our upcoming Family Resource Center activities and workshops with links to register. You can also learn more about our all of the free services, such as car seat education, safe sleep baby, crisis intervention, and more. We also keep the website updated with community resources.

Visit us at www.NorthSacFRC.org

North Sacramento Family Resource Center

2469 Rio Linda Blvd, Ste. B Sacramento, CA 95815

916-679-3743

Currently we are all still working remotely, but we look forward to seeing you at our Family Resource Center location when it is safe to return!

GET PAID WHILE LEARNING A NEW CAREER!

Are you receiving unemployment and **READY** to start work **IMMEDIATELY**?

Ask about **FREE** training **TODAY!!**

AVAILABLE POSITION: **Bilingual- English/Spanish** **CUSTOMER SERVICE/SALES**

Benefits Include:

- ✓ **Medical, Dental & Vision** *At no cost to employee unless they upgrade their plan or add a dependent*
- ✓ **Life Insurance**
- ✓ **401K** (after 6 months of employment)
- ✓ **Paid Vacation**
- ✓ **Paid Sick Time**
- ✓ **\$1,000 Sign on bonus.**
 - \$500 – after the first 90 days
 - \$500 – after the next 90 days (180 days total)

FOR MORE INFORMATION CALL:

Magaly Salgado

(916) 563-5135

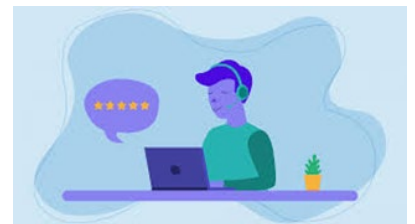
Magaly.Salgado@seta.net

SACRAMENTO WORKS
JOB CENTER:

Hillsdale- Career Center

5655 Hillsdale Boulevard,
Suite 8

Sacramento, CA 95842
(916) 274-6391



This WIOA Title I financially assisted program or activity is an equal opportunity employer/program.

Auxiliary aids and services are available upon request to individuals with disabilities, call 711 for relay services.



SACRAMENTOWORKS

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Center of CaliforniaSM Network

July 20, 2021

ITEM IV-B – INFORMATION

PRESENTATION BY THE SACRAMENTO PUBLIC LIBRARY

BACKGROUND:

Mr. Nate Halsan, Early Learning Specialist, Sacramento Public Library, will speak on summer reading, virtual story time, and a Summer Explorer program offered in some community parks this summer.

NOTES:

ITEM IV-C – INFORMATION

POLICY COUNCIL MINUTES

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review the Policy Council minutes of the May 25, 2021 meeting.

NOTES:

SPECIAL MEETING OF THE HEAD START POLICY COUNCIL

(Minutes reflect the actual progress of the meeting.)

Meeting Held Electronically

Tuesday, May 25, 2021
11:00 a.m.

I. Call to Order/Roll Call/Review of Board Member Attendance

Ms. Henrietta Gutierrez called the meeting to order at 11:02 a.m. Ms. Gutierrez read the thought of the day. Ms. Gutierrez called the roll; a quorum was met.

Members Present:

Arianna Torres, SETA-Operated Program
Fienishia Wash, Home Base Option
Brenda Casillas, SETA-Operated Program
Shannon Pierce, SETA-Operated Program
Kara Otter, San Juan Unified School District
Charles Taylor, Past Parent/Community Representative
Henrietta Gutierrez, Outgoing Chair
Stephen Key, Past Parent/Community Representative
Rosemary Schapira, Community Agency Representative
Jessica Coultrup, Early Head Start, San Juan Unified School District
Elizabeth Gutierrez, San Juan Unified School District (seated at 11:04 a.m.)
Donna Bonner, SETA-Operated Program (seated at 11:10 a.m.)

Members Absent:

Jara Lindgren, Elk Grove Unified School District (unexcused)
Jamilia Land, Women's Civic Improvement Club (unexcused)

Member to be seated:

Junior Goris, Elk Grove Unified School District

Mr. Junior Goris introduced himself and spoke of his participation in the Head Start program.

II. Consent Item

A. Approval of the Minutes of the April 27, 2021 Meeting

The minutes were reviewed; no questions or corrections.

Moved/Key, second/Otter, to approve the April 27 minutes as distributed.

Roll call vote:

Aye: 9 (Casillas, Coultrup, Garcia, Key, Otter, Pierce, Schapira, Taylor, Torres)

Nay: 0

Abstentions: 2 (Goris and Gutierrez)

Absent: 3 (Land, Lindgren, Wash)

Ms. Wash was removed from the vote since she was having technical issues.

Ms. Donna Bonner was seated at 11:10 a.m.

III. Action Item

A. CLOSED SESSION PERSONNEL- PURSUANT TO GOVERNMENT CODE SECTION 54957

The board went into closed session at 11:15 a.m. At 11:40 a.m., Ms. Gutierrez called the meeting back into open session and reported that the following eligible lists were approved in closed session: Associate Teacher/Associate Teacher Infant Toddler, Infant Toddler Lead Teacher, Head Start Cook, Head Start Coordinator (Education) (Supervisory), Office Supply & Administrative Support Clerk, and Personnel Analyst.

IV. Information Items

A. Standing Information Items

- Fiscal Monthly Report/Corporate Card Monthly Statement of Account: Mr. Victor Han reported that the budget is nine months into the fiscal year. We should be around 75% spent; we are at 66% spent. We are in the first of a five-year grant cycle so there is some flexibility to move funds into the next fiscal year. The non-federal share is just below the 25% requirement so staff will be requesting a non-federal share waiver. The administrative rate is at 8.7%, which is well below the 15% cap. The base-grant funds are expected to be expended by the end of July. Mr. Han reviewed some of the center upgrades that are in progress. Mr. Han reported that the CARES Act funds may be carried forward to the next fiscal year. We are still awaiting further guidance from ACF on this option. These funds were predominately used for sanitation supplies. The American Express statement was reviewed; most of the fees were classroom supplies and Zoom subscription fees. Twin Rivers USD will be submitting a budget modification to complete their Morey Avenue playground improvements. Elk Grove USD is upgrading playground shade structures under a budget modification request. WCIC is requesting a budget modification to assist re-opening their centers for the fall when they re-open fully after closure during the pandemic. They will be moving funds to the fringe benefit line item.
- Community Resources:
 - Multi-Language Renter's Hotline: Ms. Marie Desha reviewed information that provides protection for renters from eviction.
 - Virtual Resume Workshop: Resume workshops are offered bi-monthly.
 - Community Resource Weekly Calendar: Ms. Desha asked that the information provided in the packet be shared with friends and family.

V. Committee Reports

- Executive Committee Meeting: The next meeting is May 27, 9 a.m.
- Community Action Board (CAB) Report: There was a CAB meeting yesterday. Ms. Wash reported that there was a public hearing on the Community Action plan. However, there was no public participation.
- Budget/Planning Committee Report: No additional report.
- The Sacramento Children's Home, North Sacramento Family Resource Center: Ms. Rosemary Schapira shared a flyer for a virtual baby shower in June. Those that register will get free gifts/resources; they are looking for pregnant moms and those with children from 0-6 months. Attendees must pre-register and the information to register will be sent to all PC members. Ms. Schapira reported that they received a grant to educate the community on how to install car seats properly. Anyone attending a workshop will receive resources and a free gift bag. A Celebrating Fathers drive through event will distribute resources/gifts to fathers; those interested are urged to sign up.

VI. Other Reports

- A. Executive Director's Report: Ms. Kossick reported that staff is waiting to hear from the governor as to his decision to re-open the state. She anticipates that we will have in-person meetings in the near future. We are slowly bringing staff back into the office keeping in mind space restrictions from Cal OSHA and the State.
- B. Ms. Kossick is looking forward to seeing everyone again.
- C. Head Start Deputy Director's Report: Ms. Denise Lee reported that the federal review team leader intake meeting will be held tomorrow. The review begins June 14. The reviewer may want to interview PAC and PC members. If so, Ms. Lee will be in touch with board members with more information. This is the first of two reviews within a five-year grant cycle. This will be a virtual benchmark review to see what we are doing in our program. The next review will be in-person and will include on-site interviews and observations. In the fourth year, the two reviews will be combined for OHS/ACF to determine SETA's status for non-competitive continued funding. The State review was completed in April and staff is working on a corrective plan for few findings; the summary will be included in next month's agenda packet. The center openings are going well and will be 100% re-open by June 7 with exception of the traditional centers which will re-open on August 9. The Office of Head Start issued a Program Instruction which provides guidance and expectations for returning to full enrollment and in-person services. Remote or distance learning will no longer be allowed in the new program year. Remote learning can be used as a program enhancement, but not a primary way of providing services and instruction.

Ms. Elizabeth Gutierrez asked if SETA received chrome books or tablets for children; San Juan provided tablets for their families but SETA chose not to do that based on a parent survey of technology needs.

- D. Chair's Report

✓ Survey Results of PC Regular Meeting Time: Ms. Gutierrez stated that last month the members expressed concern regarding the time of the meetings. A survey was distributed to determine a good time. Four responses were received: one for 9 a.m., one for 10 a.m., and two for 11 a.m. Ms. Gutierrez thanked board members for their participation in the survey and stated that the meetings will remain on the fourth Tuesday of each month, 11 a.m. Mr. Goris asked if this will continue if/when we return to in-person meetings. Ms. Lee replied that the board has the opportunity to permanently change the time of meetings with a bylaw change. The time and date of meetings is entirely at the board's discretion.

E. Head Start Managers' Reports

✓ Lisa Carr - Family Engagement, Home Base, Health/Oral Health, and ERSEA Services: Ms. Carr reported that SETA/Head Start is in the process of re-opening our centers. We are also working toward moving from 13 to 20 children in each classroom and restore full-day service hours for working parents. There was a survey of how many families need services to 5 p.m. (instead of 4 p.m.) The instruction details for full-time enrollment was distributed. For family engagement, a parent series is being planned. There will be a virtual, interactive training called *Five Keys to Strengthen Your Family*. Information on this training will be sent out to the SOP centers and all PC members. Workshop attendees will be provided a book with the Five Keys to Strengthen Your Family. There will be another workshop entitled *Building a Resilient Family* to be presented in July.

✓ Karen Griffith - School Readiness, Special Education and Mental Health Services: Ms. Griffith reported that staff is moving along with the re-opening plan. The focus has been helping children to re-establish routines and provide social/mental assistance. A big push is doing a summer series for staff with topics such as STEM, Common Form Care, Helping Children with Big Emotion, and yoga.

✓ Denise Lee – Quality Assurance, Food Services, Safe Environments, Grants, and Contracts: Ms. Lee reported that the childcare food report this month includes four months not included in previous packets. Moving forward, the report will be provided in packets monthly. We apologize for the delay.

F. Open Discussion and Comments: Mr. Goris thanked SETA for their support of Elk Grove.

G. Public Participation: None.

VII. **Adjournment**: The meeting was adjourned at 12:22 p.m.

ITEM V

COMMITTEE REPORTS

V. Committee Reports

- Executive Committee Meeting Critique: Ms. Fienishia Wash

- Budget/Planning Committee Meeting: Ms. Fienishia Wash

NOTES:

ITEM VI

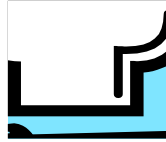
OTHER REPORTS

BACKGROUND:

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

- Chair's Report
- Policy Council Report(s): Ms. Brenda Casillas, Ms. Shannon Pierce, Ms. Donna Bonner, Ms. Arianna Torres
- Head Start Deputy Director's Report – Ms. Denise Lee
 - ✓ Monthly Head Start Report
- Head Start Managers' Reports
 - Lisa Carr - Family Engagement, Home Base, Health/Oral Health, and ERSEA Services
 - Karen Griffith - School Readiness, Special Education and Mental Health Services
 - Gricelda Ocegueda – Quality Assurance, Food Services, Save Environments, Grants, and Contracts

NOTES:



SETA Head Start

Food Service Operations Monthly Report

*May 2021

Total Number of Meals and Snacks Prepared for All Kitchens:

Lunch	PM Snack	Breakfast	Field Trips
15,650	15,980	15,680	0

Total Amount of Meals and Snacks Prepared 47,310

Purchases:

Food	\$69,238.90
Non - Food	\$13,370.96

Building Maintenance and Repair: \$0.00

Janitorial & Restroom Supplies: \$0.00

Kitchen Small Wares and Equipment: \$0.00

Vehicle Maintenance and Repair : \$2,198.15

Vehicle Gas / Fuel: \$1,293.59
Normal Delivery Days 20



SETA Head Start Food Service Operations Monthly Report *June 2021

June 7th - Part-days open, that includes Bannan Creek, Galt, Parker, and Strizek.

Meetings and Trainings

Total Number of Meals and Snacks Prepared for All Kitchens:

Lunch	PM Snack	Breakfast	Field Trips
22,160	23,468	22,300	0

Total Amount of Meals and Snacks Prepared 67,928

Purchases:

Food	\$79,386.42
Non - Food	\$10,066.31

Building Maintenance and Repair: \$0.00

Janitorial & Restroom Supplies: \$0.00

Kitchen Small Wares and Equipment: \$0.00

Vehicle Maintenance and Repair : \$406.07

Vehicle Gas / Fuel: \$1,880.78
Normal Delivery Days 22

SPECIAL EDUCATION REPORT

Sacramento County Head Start/Early Head Start

June 2021

The Special Education Report shows the percentage of enrolled preschool aged children with a diagnosed disability receiving services through an Individualized Education Plan (IEP). For Early Head Start, the Special Education Report shows the number of children ages 0-3 who are receiving early intervention services through an Individualized Family Services Plan (IFSP).

Head Start Program Performance Standards Reference: 1302.14 (b)(1) states *a program must ensure at least 10 percent of its total funded enrollment is filled by children eligible for services under IDEA, unless the responsible HHS official grants a waiver.*

Agency	AFE (HS)	Total IEPs	% of AFE	AFE (EHS)	Total IFSPs	% AFE
SETA Operated	1756	247	14%	589	116	20%
Twin Rivers USD	140	50	36%	40	2	5%
Elk Grove USD	440	43	10%			
Sac City USD	736	43	6%			
San Juan USD	1052	98	9%	160	15	9%
WCIC	120	9	8%			
EHS CCP				80	22	28%
COUNTY TOTAL	4244	490	12%	869	156	18%

AFE: Annual Funded Enrollment

SETA Head Start

End of Month Enrollment

Head Start Reporting Date: 6/30/2021

SETA Head Start

	Actual Enrollment	Drops w/in 30 days	Total for Month
* 16th Avenue			
Head Start Totals:	43	1	44
* Bret Harte			
Head Start Totals:	17	0	17
* Capital City			
Head Start Totals:	19	2	21
* CP Huntington			
Head Start Totals:	21	0	21
* Crossroads Gardens			
Head Start Totals:	65	3	68
* Elkhorn			
Head Start Totals:	61	9	70
* Freedom Park			
Head Start Totals:	41	4	45
* Freeport			
Head Start Totals:	25	0	25
* Hillsdale			
Head Start Totals:	64	3	67
* Hopkins Park			
Head Start Totals:	37	0	37
* Job Corps			
Head Start Totals:	28	0	28
* LaVerne Stewart			
Head Start Totals:	20	0	20
* Marina Vista			
Head Start Totals:	62	2	64
* Mather			
Head Start Totals:	104	6	110
* Norma Johnson			
Head Start Totals:	64	6	70
* North Avenue			
Head Start Totals:	74	6	80
* Northview			
Head Start Totals:	53	5	58
* Phoenix Park			
Head Start Totals:	61	6	67
* Sharon Neese Center			
Head Start Totals:	76	27	103
Alder Grove ELC			
Head Start Totals:	11	9	20
Bannon Creek			
Head Start Totals:	54	13	67

Bright Beginnings			
Head Start Totals:	21	0	21
Franklin			
Head Start Totals:	11	7	18
Fruitridge			
Head Start Totals:	20	0	20
Galt			
Head Start Totals:	76	9	85
Grizzly Hollow			
Head Start Totals:	22	23	45
Home Base			
Head Start Totals:	143	1	144
Illa Collin			
Head Start Totals:	4	6	10
Kennedy Estates			
Head Start Totals:	10	0	10
Nedra Court			
Head Start Totals:	15	12	27
Parker			
Head Start Totals:	11	24	35
Solid Foundation			
Head Start Totals:	9	14	23
Strizek Park			
Head Start Totals:	14	10	24
Walnut Grove			
Head Start Totals:	17	13	30
SETA Head Start Totals:	1,373	221	1,594

SETA Head Start

End of Month Enrollment
EHS - Reporting Date: 6/30/2021

SETA Head Start

	Actual Enrollment	Drops w/in 30 days	Total for Month
* Alder Grove I/T			
Early Head Start Totals:	10	0	10
* American Legion			
Early Head Start Totals:	8	2	10
* Bret Harte			
Early Head Start Totals:	6	1	7
* Capital City			
Early Head Start Totals:	16	1	17
* CP Huntington			
Early Head Start Totals:	9	1	10
* Crossroads Gardens			
Early Head Start Totals:	14	1	15
* Elkhorn			
Early Head Start Totals:	15	1	16
* Freedom Park			
Early Head Start Totals:	8	1	9
* Hillsdale			
Early Head Start Totals:	8	0	8
* Hiram Johnson			
Early Head Start Totals:	18	2	20
* Job Corps			
Early Head Start Totals:	15	2	17
* Marina Vista			
Early Head Start Totals:	6	1	7
* Mather			
Early Head Start Totals:	14	3	17
* Norma Johnson			
Early Head Start Totals:	7	1	8
* North Avenue			
Early Head Start Totals:	7	2	9
* Phoenix Park			
Early Head Start Totals:	8	0	8
EHS Home Base			
Early Head Start Totals:	164	14	178
River Oak - EHS - Home-Based			
Early Head Start Totals:	67	7	74
SCOE-Early Head Start-Home-Based			
Early Head Start Totals:	65	1	66
SETA Head Start Totals:	465	41	506

SETA Head Start

End of Month Enrollment

EHS - CCP Reporting Date: 6/30/2021

SETA Head Start

	Actual Enrollment	Drops w/in 30 days	Total for Month
* 16th Avenue			
Early Head Start Totals:	17	0	17
* Hopkins Park			
Early Head Start Totals:	4	1	5
* Sharon Neese Center			
Early Head Start Totals:	27	2	29
Galt			
Early Head Start Totals:	16	3	19
Grizzly Hollow			
Early Head Start Totals:	6	1	7
SETA Head Start Totals:	70	7	77

ITEM VII – CENTER UPDATES

BACKGROUND:

This agenda item allows Parent Advisory Committee Representatives the opportunity to discuss events going on at their center.

NOTES:

ITEM VIII- DISCUSSION

BACKGROUND:

This agenda item allows Parent Advisory Committee Representatives the opportunity to discuss items not on the agenda.

NOTES:

ITEM IX – PUBLIC PARTICIPATION

BACKGROUND:

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

NOTES: