

GOVERNING BOARD

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County of Sacramento

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THOUGHT OF THE DAY: "Success isn't about how much money you make. It's about the difference you make in people's lives."

Author: Michelle Obama

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

DATE: Tuesday, January 21, 2020

TIME: 9:00 a.m.

LOCATION: SETA Board Room
925 Del Paso Blvd.
Sacramento, CA 95815

While the SETA/Head Start Policy Council welcomes and encourages participation in the Council meetings, it would be appreciated if you would limit your comments to three minutes so that everyone may be heard. Matters under jurisdiction of the SETA/Head Start Policy Council and not on the posted agenda or any off-agenda matters may be addressed by the general public following completion of the regular agenda. The SETA/Head Start Policy Council limits testimony on matters not on the agenda to three minutes per person and not more than ten minutes for a particular subject. Meeting facilities are accessible to persons with disabilities. Requests for Assisted Listening Devices or other considerations should be made through the Clerk's office at (916) 263-3827. 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: WEDNESDAY, JANUARY 15, 2020

Parent Advisory Committee meeting hosted by:
Fienishia Wash (Chair), Donna Bonner (Vice Chair), Shannon Pierce (Secretary),
Earlene McBryde (Treasurer), Kori Folau (Parliamentarian).

ITEM I - A – ROLL CALL

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

- ___ **Yolanda Peaks, Alder Grove I Head Start**
- ___ **Jernequa West, Alder Grove II Head Start**
- ___ Vacant, American Legion Head Start
- ___ **Donna Bonner, Bannon Creek Head Start**
- ___ **Maretta Dunigan, Bret Harte Head Start**
- ___ Vacant, Capital City Head Start
- ___ Vacant, CP Huntington Head Start
- ___ **Maria Levert, Crossroad Gardens Head Start**
- ___ **Alisha Givehchi, Early Head Start (Home Base)**
- ___ **Stephen Key, Elkhorn Head Start**
- ___ Vacant, Franklin Head Start
- ___ Vacant, Freedom Park Head Start
- ___ Vacant, Freeport Head Start
- ___ **Arianna Torres, Fruitridge Head Start**
- ___ **Martha Torres, 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
- ___ **Kori Folau, 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
- ___ **Jaclyn Pennington, North Avenue Head Start**
- ___ Vacant, Northview Head Start
- ___ Vacant, Parker Head Start
- ___ Vacant, Phoenix Park Head Start
- ___ **Lisa Cleveland, River Oak Center for Children**
- ___ **Marcheri Smith, Sacramento County Office of Education**
- ___ **Earlene McBryde, Sharon Neese Early Learning Center**
- ___ Vacant, Solid Foundation Head Start
- ___ **Shannon Pierce, Strizek Park Head Start**
- ___ **Brenda Casillas, Walnut Grove Head Start**
- ___ **Susan Geisler, 16th Avenue Head Start**
- ___ **Angel Chenault, Past Parent Representative**
- ___ **Henrietta Gutierrez, Past Parent Representative**
- ___ Vacant, Grandparent Representative
- ___ Vacant, Outgoing Chair

ITEM I-A – ROLL CALL

(Continued)

Program Year 2019-2020 - New Representatives to be seated

<input type="checkbox"/> Antonio Rivera, Grizzly Hollow Head Start	<input type="checkbox"/> Dolores Flores, Norma Johnson Head Start
<input type="checkbox"/> Lisette Aguilar, Illa Collin Head Start	<input type="checkbox"/> Jasmine Bonilla, Northview Head Start
<input type="checkbox"/> Tierre Drayton, Kennedy Estates Head Start	
<input type="checkbox"/> Vacant, American Legion Head Start	<input type="checkbox"/> Vacant, Mather Head Start
<input type="checkbox"/> Vacant, Capital City Head Start	<input type="checkbox"/> Vacant, Nedra Court Head Start
<input type="checkbox"/> Vacant, CP Huntington Head Start	<input type="checkbox"/> Vacant, Parker Head Start
<input type="checkbox"/> Vacant, Franklin Head Start	<input type="checkbox"/> Vacant, Phoenix Park Head Start
<input type="checkbox"/> Vacant, Freedom Park Head Start	<input type="checkbox"/> Vacant, Pre-School (Home Base)
<input type="checkbox"/> Vacant, Freeport Head Start	<input type="checkbox"/> Vacant, Sharon Neese Head Start
<input type="checkbox"/> Vacant, Hillsdale Head Start	<input type="checkbox"/> Vacant, Solid Foundation Head Start
<input type="checkbox"/> Vacant, Hiram Johnson Head Start	<input type="checkbox"/> Vacant, Early Head Start (Home Base)
<input type="checkbox"/> Vacant, Home Base Head Start	<input type="checkbox"/> Vacant, Grandparent Representative
<input type="checkbox"/> Vacant, LaVerne Stewart Head Start	<input type="checkbox"/> Vacant, Outgoing Chair
<input type="checkbox"/> Vacant, (Marie Cleveland's) Bright Beginning Head Start	<input type="checkbox"/> Vacant, Parent Ambassador
<input type="checkbox"/> Vacant, Marina Vista Head Start	<input type="checkbox"/> Vacant, Parent Ambassador

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	11/19	12/17	1/21	2/25 II	3/17	4/28 #	5/19	6/16	7/21	8/18	9/15	10/20	11/17
Yolanda Peaks Seated 11/19	AG I	X	E											
Jernequa West Seated 12/17	AG II		X											
Vacant Seated	AL													
Donna Bonner Seated 11/19	BC	X	X											
Maretta Dunigan Seated 12/17	BH		X											
Vacant Seated	CP													
Vacant Seated	CPH													
Maria Levert Seated 11/19	CR	X	X											
Alisha Givehchi (holding) Seated 6/19	EHS/HB	X	E											
Stephen Key Seated 11/19	EL	X	AP											
Vacant Seated	FA													
Vacant Seated	FP													
Vacant Seated	FPT													
Arianna Torres Seated 11/19	FT	X	X											
Martha Torres Seated 11/19	G	X	E											
Antonio Rivera s/b/seated 11/19	GH	U	E											
Vacant Seated	H													
Fienishia Wash Seated 11/19	HB	X	X											
Vacant Seated	HB													
Vacant Seated	HI													
Kori Folau Seated 12/17	HP		X											
Claudett Sanders Seated 11/19 R 12/17	HP	X	R											
Lisette Aguilar S/B/Seated 11/19	IC	U	E											
Vacant Seated	HP													
Vacant Seated	JC													
Vacant Seated	JC													
Tierre Drayton s/b/seated 11/19	K	E	U											
Chayla Sherman s/b/seated 11/19	LVS	U	U											

COMMITTEE MEMBER	CENTER	11/19	12/17	1/21	2/25 II	3/17	4/28 #	5/19	6/16	7/21	8/18	9/15	10/20	11/17
Vacant Seated	MCBB													
Vacant Seated	MV													
Vacant Seated	M													
Jaclyn Pennington Seated 12/17	NA		X											
Vacant Seated	NC													
Dolores Flores s/b/seated 11/19	NJ	E	U											
Lizandra Padilla Seated 11/19	NV	X	E											
Jasmine Bonilla Seated	NV													
Vacant Seated	PA													
Vacant Seated	PP													
Lisa Cleveland Seated 12/17	RO		X											
Marcheri Smith Seated 11/19	SCOE	X	E											
Vacant Seated	SF													
Earlene McBryde Seated 11/19	SN	X	X											
Shannon Pierce Seated 11/19	SP	X	X											
Brenda Casillas Seated 11/19	WG	X	X											
Susan Geisler Seated 12/17	16A		X											
Vacant Seated	FPR													
Vacant Seated	AMB													
Vacant Seated	AMB													
Angel Chenault Seated 11/20	CR/PP	X	X											
Henrietta Gutierrez Seated 11/20	CR/PP	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**

**PARENT ADVISORY COMMITTEE - MEETING
ATTENDANCE UPDATE PROGRAM YEAR 2018-2019
(Continued)**

Head Start Center Abbreviations

16A	16 th Avenue	HP:	Hopkins Park
AG I	Alder Grove Early Learning Ctr.	IC:	Illa Collin
AG II:	Alder Grove Infant/Toddler	JC:	Job Corps
AL:	American Legion	K:	Kennedy Estates
BC:	Bannon Creek Bright	LVS:	LaVerne Stewart
BB:	Beginnings	MV:	Marina Vista Early Learning Center
BH:	Bret Harte Capital City	M:	Mather
CP:	CP Huntington	MCBB	Marie Cleveland's Bright Beginnings
CPH:	Crossroad	NJ:	Norma Johnson
CR:	Gardens Early	NA:	North Avenue
EHS:	Head Start Elkhorn	NC:	Nedra Court
EL:	Franklin	NA	North Avenue
FA:	Freedom	NV:	Northview
FP:	Park	PA:	Parker Avenue
FPT:	Freeport	PP:	Phoenix Park
FT:	Fruitridge	RO:	River Oak
G:	Galt	SCOE:	Sacramento County Office of Education
GH:	Grizzly Hollow	SF:	Solid Foundation
H:	Hillsdale Home	SN:	Sharon Neese
HB:	Based	SP:	Strizek Park
HI:	Hiram Johnson	WG:	Walnut Grove

Representative Abbreviations

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

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

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ITEM II-A – CONSENT

APPROVAL OF MINUTES OF THE DECEMBER 17, 2019 REGULAR MEETING

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review and approve the minutes of the December 17, 2019 meeting.

RECOMMENDATION:

Approve the minutes of the December 17, 2019 meeting.

NOTES:

ACTION: Moved: _____ Second: _____

VOTE: Aye _____ Nay: _____ Abstain: _____

REGULAR MEETING OF THE HEAD START PARENT ADVISORY COMMITTEE

(Minutes reflect the actual progress of the meeting.)

SETA - Board Room
925 Del Paso Blvd.
Sacramento, CA 95815

Tuesday, December 17, 2019
9:00 a.m.

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

Ms. Angel Chenault called the meeting to order at 9:06 a.m. The Pledge of Allegiance was recited and Ms. Chenault read the thought of the day. Ms. Henrietta Gutierrez called the roll and a quorum was established.

Members Present:

Donna Bonner
Maria Levert
Arianna Torres
Hedit Rivera (AP) for Stephen Key
Fienishia Wash
Kori Folau
Shannon Pierce
Brenda Casillas
Earlene McBryde
Angel Chenault
Henrietta Gutierrez

Members Absent:

Stephen Key (excused)
Lizandra Padilla (excused)
Marcheri Smith (excused)
Alisha Givehchi (excused)
Martha Torres (excused)
Yolanda Peaks (excused)

New Members seated:

Jaclyn Pennington; (Joseph Edwards, alternate, seated at 10 a.m. when Ms. Pennington left for work)
Kori Falou, Alternate, Hopkins Park
Susan Geisler
Lisa Cleveland,
Jernequa West, Alder Grove II
Maretta Dunigan (arrived and was seated at 9:47 a.m.)

Members to be seated but absent:

Lisette Aguilar, Illa Collin Head Start (excused)
Tierre Drayton, Kennedy Estates Head Start (unexcused)
Chayla Sherman, LaVerne Stewart Head Start (unexcused)
Dolores Flores, Norma Johnson Head Start (unexcused)
Antonio Rivera, Grizzly Hollow Head Start (excused)

Ms. Chenault reviewed the process by which motions are made.

II. **Consent Item**

A. Approval of the Minutes of the November 19, 2019 Regular Meeting

The minutes were reviewed; no questions.

Moved/Bonner, second/Wash, to approve the November 19 minutes.

Show of hands vote:

Aye: 12 (Bonner, Casillas, Cleveland, Geisler, Gutierrez, Levert, Mc Bryde, Pierce, Pennington, Torres, Wash, Rivera, AP for Stephen Key)

Nay: 0

Abstain: 3 (Chenault, Folau, and West)

Absent: 6 (Givehchi, Key, Padilla, Peaks, Smith, Torres)

III. **Action Items**

A. Election of Parent Advisory Committee Community Representative

Ms. Chenault stated that because the applicant is not present, a motion to table this to the next meeting is in order.

Moved/Pierce, second/Bonner, to continue this item to the January meeting.

Show of hands vote:

Aye: 14 (Bonner, Casillas, Cleveland, Folau, Geisler, Gutierrez, Levert, Mc Bryde, Pierce, Pennington, Torres, Wash, Rivera, AP for Stephen Key)

Nay: 0

Abstentions: 1 (Chenault)

Absent: 6 (Givehchi, Key, Padilla, Peaks, Smith, Torres)

B. Election of Parent Advisory Committee Officers 2019-2020

Ms. Chenault reviewed the various officer positions and the qualifications for each office.

Those interested in serving as **Chair**:

Fienishia Wash

Vote: 14

Those interested in serving as **Vice Chair**:

Donna Bonner

Vote: 14

Those interested in serving as **Secretary**:

Shannon Pierce

Vote: 14

Those interested in serving as **Treasurer**:
Earlene McBryde

Vote: 14

Those interested in serving as **Parliamentarian**:
Kori Folau

Officers took their seats at the dais.

Moved/Gutierrez, second/Pennington, to confirm PAC officers as follows:

Chair: Finieshia Wash

Vice Chair: Donna Bonner

Secretary: Shannon Pierce

Treasurer: Earlene McBryde

Parliamentarian: Kori Folau

Show of hands vote:

Aye: 13 (Bonner, Casillas, Cleveland, Folau, Geisler, Gutierrez, Levert, Mc
Bryde, Pierce, Pennington, Torres, Wash, Rivera, AP for Stephen Key)

Nay: 0

Abstentions: 2 (Chenault and Wash)

Absent: 6 (Givchchi, Key, Padilla, Peaks, Smith, Torres)

IV. Information Items

A. Standing Information

- PC/PAC Calendar of Events: Ms. Chenault distributed an updated calendar of events. Ms. Shannon Pierce reviewed the calendar of events.

Ms. Maretta Dunigan was seated at 9:47 a.m.

- Parent/Staff Recognition: None.
- PC/PAC Orientation and Officer Training: Ms. Chenault asked the new officers to sign up for the officer training. New Member orientation will be held in January; a sign-up sheet will be distributed.
- PC/PAC Meet and Greet Reports: Ms. Pennington said it was a very nice supportive atmosphere; very empowering. Ms. Dunigan said the event was wonderful; she enjoyed the ice breaker. Ms. Cleveland met some very nice people. Ms. Cleveland stated that she has a lot of resources available to her; she offered help to anyone needing assistance. Ms. Gutierrez stated it was great to see so many new faces. Ms. Wash thanked the staff for the decorations and the hard work that went into organizing the event. Ms. Bonner stated that by coming together to help others, we became a family.

Ms. Chenault acknowledged Mr. Joseph Edwards, alternate, North Avenue.

Ms. Pennington was excused at 9:58 a.m.

Mr. Joseph Edwards was seated at 10:00 a.m.

- Child Care Center Food Menu: No questions.

Ms. Finieshia Wash assumed the Chair position.

- Fiscal Report/Corporate Card Monthly Statement of Account: Mr. Victor Han reviewed the report which is only for the SETA-operated centers. The year-to-date expenditure percentage is 29.7% which shows that we are on track for the budget. The non-federal share is around 35% to date. The administrative expenditures is at 10%. Mr. Han reviewed the credit card statement and explained some charges. Mr. Han reviewed the report showing the volunteer hours per site.

Ms. Bonner asked if background checks are required for volunteers? Ms. Lee replied that it is not required if you are working in your child's classroom.

- Attendance and Chronic Absence Presentation: Ms. Lisa Carr led the board through a demonstration of how crucial attendance is for a child's development.
- Community Resources – Parents/Staff: Mr. Robert Silva offered community resources for parents and asked that parents take the information back to their sites. Mr. Silva talked about parent aides that assist in school readiness and food preparation in the classroom. Those interested should go to their site supervisor or Family Services Worker.
- Kindergarten Registration: Mr. Robert Silva will bring information to the next meeting on how to prepare children to go to kindergarten.
- Parent Ambassador Committee: No report.

B. Head Start Policy Council Minutes: September 24, 2019: No questions.

VI. Committee Report

- ✓ Executive Committee: No additional report.

VII. Other Reports

- Chair's Report: No report.
- Policy Council Report(s): No report.
- Head Start Deputy Director's Report: No report.
 - ✓ Monthly Head Start Report
- Head Start Managers' Reports
 - Lisa Carr: No additional report.
 - Karen Griffith: No report.

- Kaleb Call: Mr. Call stated that he will have a quality assurance report next month as well as the Food Services Report. The menus will be updated with some new food items. Every year SETA does a Self-Assessment to look for ways to improve. This is a good way for parents to become involved. He has a sign-up sheet for parents to assist in the Self-Assessment process. There are a variety of areas where parents can participate. Participants will visit the classrooms in January.

VIII. Center Updates: None.

IX. Discussion: None.

X. Public Participation: None.

XI. Adjournment: The meeting was adjourned at 11:25 a.m.

ITEM III-A – ACTION

ELECTION OF PARENT ADVISORY COMMITTEE COMMUNITY REPRESENTATIVE

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee (PAC) to elect Community Representatives for Program Year 2019-2020. The duties of PAC Community Representatives are prescribed in the Bylaws in Article III – Membership, Section 2C.

C. Community Representatives

Additional PAC members shall include:

Four (4) voting Community Representatives shall be elected by the PAC.

1. Two (2) voting Past Parents shall be elected by the current PAC if the outgoing PAC has been resolved. The Past Parent elected to the PAC may not have a child/children currently enrolled in the HS/EHS program. There shall be two Alternates for Past Parent Representatives.
2. One (1) voting Grandparent elected to the PAC must have a child/children currently enrolled or previously enrolled in the HS/EHS program. There shall be one Alternate for the Grandparent Representative position.
3. One (1) voting Foster Parent elected to the PAC must have child/children currently or previously enrolled in the HS/EHS program. There shall be one Alternate for the Foster Parent Representative position.
4. One (1) voting seat shall be specifically reserved for the Outgoing Chair, if not termed out. The Outgoing Chair reserves the right to relinquish this seat. The position may not be filled by any other party.
5. Two (2) voting Parent Ambassador Representatives shall be elected by the Parent Ambassador Committee. These Representatives may or may not be a current parent. There shall be two Alternates for the Parent Ambassador Representative position.

Community members desiring to be reappointed must apply for membership on a yearly basis.

This board item provides an opportunity for the PAC to elect two (2) Past Parent Representatives, and two (2) Alternates, one (1) Grandparent and one (1) Grandparent Alternate, and one (1) Foster Parent and one (1) Foster Parent Alternate.

ITEM III-A – ACTION (continued)
Page 2

However, only application was received; the application will be distributed at the board meeting. Staff will be available to answer questions.

RECOMMENDATION:

That the Parent Advisory Committee elect one Community Representative.

Past Parent Representatives:

NOTES:

ACTION: Moved: _____ Second: _____

VOTE: Aye _____ Nay: _____ Abstain: _____

ITEM IV-A – INFORMATION

STANDING INFORMATION

BACKGROUND:

- A. Standing Information Items
- PC/PAC Calendar of Events – Ms. Fienishia Wash
 - Parent Advisory Committee – Center Parent Meetings – Ms. Fienishia Wash
 - Parent/Staff Recognitions – Ms. Fienishia Wash
 - Fiscal Monthly Report/Corporate Card Monthly Statement of Account – Mr. Victor Han
 - PC/PAC Orientation & Officer Training Reports – Ms. Fienishia Wash
 - Toastmasters Training – Ms. Fienishia Wash
 - Child Care Center Food Menu (attached)
 - Community Resources – Parents/Staff: Mr. Robert Silva
 - Quality Assurance and Program Self-Assessment Presentation – Mr. Kaleb Call

NOTES:

Parent Advisory Committee – Center Parent Meetings

Center	Jan, 2020	Feb., 2020	Mar. 2020
16 th Avenue	Jan. 17, 8:00 a.m. – 10:00 a.m.	Feb. 21, 8:00 a.m. – 10:00 a.m.	Mar 20, 8:00 a.m. – 10:00 a.m.
Alder Grove IT	Jan. 30, 2:30 p.m.	Feb. 26, 2:30 p.m.	Mar. 25, 2:30 p.m.
Alder Grove ELC	Jan. 30, 2:30 p.m.	Feb. 26, 2:30 p.m.	Mar. 25, 2:30 p.m.
Bannon Creek	Meeting in a Bag	Feb. 28, 5-7 p.m.	Mar. 20, 5-7 p.m.
Bret Harte	Jan. 21, 8:00 a.m.	TBD	TBD
Bright Beginnings	Meeting in a Bag	Feb. 18, 5:00 – 6:30 p.m.	Mar. 17, 5:00 – 6:30 p.m.
Capital City	Jan. 23, 8:00 a.m.	TBD	TBD
Illa Collin	Jan. 29	Feb. 26	Mar. 25
Crossroad Gardens	Jan 24, 12:00 p.m.	Feb. 14, 12:00 p.m.	Mar. 20, 12:00 p.m.
Elkhorn	Jan. 22, 8:30 – 10 a.m.	Feb. 26, 8:30 – 10 a.m.	Mar. 26, 8:30 – 10 a.m.
Fruitridge	Meeting in a Bag	Feb. 18, 1-2 p.m.	Meeting in a Bag
Galt	Jan 23, Meeting in a Bag	Feb. 27, 12-1:30 p.m.	Mar. 26, 12-1:30 p.m.
Grizzly Hollow	Jan 23.	Feb. 20	Mar. 26
Hiram Johnson	Jan. 15	Feb. 19	Mar. 18
Hopkins Park	Jan. 23, 8:15 a.m.	Feb. 27, 8:15 a.m.	Mar. 26, 8:26 a.m.
Kennedy Estates	Meeting in a Bag	Feb. 11, 1-2 p.m.	Meeting in a Bag

Mather	Jan. 17, Meeting in a Bag	Feb. 19, 4:30 p.m.	Mar. 20, Meeting in a Bag
Nedra Court	Jan. 23, 1:30 p.m.	Feb. 20, 1:30 p.m.	Mar. 26, 1:30 p.m.
North Avenue	Jan. 17, 12:30 p.m.	Feb. 21, 12:30 p.m.	Mar. 20, 12:30 p.m.
Northview	Jan. 22, 11 a.m. – 1 p.m.	Feb. 26, 11 a.m. – 1 p.m.	Mar. 25, 11 a.m. – 1 p.m.
Parker	Jan. 29, 8:15 a.m.	Feb. 25, 8:15 a.m.	Mar. 24, 8:15 a.m.
Phoenix Park	Jan. 22, 12 noon	Feb. 26, TBD	Mar. 25, TBD
Sharon Neese	Jan. 14, 8:00 – 9:30 a.m.	Feb. 11, 8:00 – 9:30 a.m.	Mar. 10, 8:00 – 9:30 a.m.
Solid Foundation	Jan. 29, 8:00 a.m.	Feb. 19, 8 a.m.	Mar. 25, 8:00 a.m.
LaVerne Stewart			
Strizek Park			
Walnut Grove	Jan. 16, 8:00 a.m.	Feb. 27, 8 a.m.	Mar. 26, 8 a.m.

Note: Meetings are subject to change. Please confirm with your Site Supervisor and/or Family Services Worker.

Current a/o 1/14/2020 12:28:32 PM

EVENT**DATE**

PAC Executive Committee	Friday, January 24, 2020 10:30 a.m. – 12:00 p.m. Camellia Room
PC Executive Committee	Thursday, January 30, 2020 9:00 – 10:30 a.m. Camellia Room
Parent Ambassadors	Friday, January 31, 2020 10:30 a.m. – 12:00 p.m. Olympus Room
Toastmasters Training	Friday, February 7, 2020 11:00 a.m. – 12:30 p.m. Redwood Room
Budget/Planning Committee	Tuesday, February 11, 2020 1:00 – 2:00 p.m. Camellia Room
PC/PAC Special Budget/Planning Meetings	Friday, February 21, 2020 9:00 a.m. – 10:30 a.m. Olympus Room
PC/PAC Joint Ethics Training	Tuesday, February 25, 2020 10:00 a.m.- 12:00 p.m. SETA Board Room (directly after PC meeting)
PC/PAC Special Budget/Planning Meetings	Friday, February 28, 2020 9:00 a.m. – 10:30 a.m. Olympus Room
PC/PAC Special Budget/Planning Meetings	Friday, March 6, 2020 9:00 a.m. – 10:30 a.m. Olympus Room
PC/PAC Special Budget/Planning Meetings	Friday, March 13, 2020 9:00 a.m. – 10:30 a.m. Olympus Room (if needed)



RECRUITMENT EVENT

JOIN THE 2020 CENSUS TEAM!! BE A CENSUS TAKER

CENSUS JOBS PROVIDE:

- ✓ Great pay \$21.00 - \$23.00/ hr.
- ✓ Flexible hours
- ✓ Weekly pay
- ✓ Paid Training

APPLY IF YOU ARE:

- At least 18 years old
- You have a valid Social Security Number
- A U.S. Citizen
- A Legal Resident
- Selective Service Registered

EVENT LOCATION

HILLSDALE JOB CENTER

5655 Hillsdale Blvd., Suite 8
Sacramento, CA 95842

Wednesday, January 8th

8:30 a.m.- 12:00 p.m.

Tuesday, January 21st

8:30 a.m.- 4:00 p.m.

&

Wednesday, January 22nd

8:30 a.m.- 4:00 p.m.

Register at: www.caljobs.ca.gov

For more information, call:
916-263-4100

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Counting Young Children in the 2020 Census

Counting everyone once, only once, and in the right place

An estimated 5 percent of kids under the age of 5 weren't counted in the 2010 Census. That's about 1 million young children, the highest of any age group.

We need your help closing this gap in the 2020 Census. Here's what our research tells us about why young children are missed and what you can do to help make sure they are counted.



Common situations where young children aren't counted

How you can help?



The **child splits time between two homes.**

The child lives or stays with **another family or with another relative such as a grandparent.**

- Emphasize that the census counts **everyone where they live** and sleep most of the time, even if the living arrangement is temporary or the parents of the child do not live there.
- If the child truly spends equal amounts of time between two homes, count them where they stayed on **Census Day, April 1**. Coordinate with the other parent or caregiver, if possible, so the child is not counted at both homes.
- If it's not clear where the child lives or sleeps most of the time, count them where they stayed on Census Day, April 1.



The child lives in a **lower income household.**

- Explain to service providers and families that responding to the census helps determine **\$675 billion in local funding** for programs such as food stamps (also called the Supplemental Nutritional Assistance Program or SNAP), the National School Lunch Program, and the Children's Health Insurance Program (CHIP). When children are missed in the census, these programs miss out on funding that is based on the number of children counted.



The child lives in a household with **young parents or a young, single mom.**

- Explain that filling out the census yourself, on your own schedule, is easier than having to respond when a census worker knocks on your door. Remind these households that the form should **only take about 10 minutes** to fill out and can be done online or over the phone, in addition to mailing it back.
- Encourage moms with young children to ask other household members to count them and their children on the form if others live in the household.



The child is a **newborn.**

- Emphasize that parents should **include babies** on census forms, even if they are still in the hospital on April 1.
- **Encourage facilities** providing services to newborns to remind parents about the importance of counting their children on the census form.
- Highlight the fact that the census form only takes about 10 minutes to complete, and parents can **fill it out online or over the phone in addition to paper** at a time that works best for them.

Common situations where young children aren't counted

How you can help?



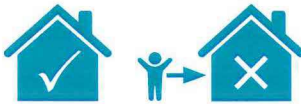
The child lives in a household that is **large, multigenerational, or includes extended or multiple families.**

- Remind the person filling out the form to count all children, including nonrelatives and children with no other place to live, even if they are only living at the address temporarily on April 1.
- Spread the word that the census **counts all people living or staying** at an address, not just the person or family who owns or rents the property.



The child lives in a household that **rents or recently moved.**

- Encourage renters and recent movers to complete their census forms **online or over the phone**, right away. That way they don't need to worry about paper forms getting lost in the move.
- **Focus efforts** on multiunit buildings that are likely to have renters.



The child lives in a household where they're **not supposed to be**, for one reason or another.

- Please explain to those that have children living in places where they aren't allowed (for example, grandparents in a seniors-only residence that have a grandchild living with them, a family with more people, including children, than the lease allows) that they should include the children because the **Census Bureau does not share information** so it can't be used against them.
- Emphasize the Census Bureau's legal commitment to keep census **responses confidential**.
- Explain that the Census Bureau **will never share information** with immigration enforcement agencies like Immigration and Customs Enforcement (ICE), law enforcement agencies like the police or Federal Bureau of Investigation (FBI), or allow this information to be used to determine eligibility for government benefits.



The child lives in a **non-English or limited-English speaking** household.

- **Conduct outreach** and create resources in non-English languages that highlight the importance of counting young children.
- **Encourage non-English speakers to self-respond** to the census and let them know that for the 2020 Census, the online form and telephone line will be available in 13 languages, including English. Language guides will be available in 59 languages other than English.



The child lives in a household of **recent immigrants or foreign-born adults.**

- Work with community members to conduct outreach in neighborhoods with recent immigrants. **Focus efforts** on the **community's gathering places** like local grocery stores, places of worship, and small restaurants.
- Emphasize the **Census Bureau's legal commitment** to keep census responses confidential. Explain that the Census Bureau will never share information with immigration enforcement agencies like Immigration and Customs Enforcement (ICE), law enforcement agencies like the police or Federal Bureau of Investigation (FBI), or allow this information to be used to determine eligibility for government benefits.

SETA HEAD START MENU

January 2020

"This institution is an equal opportunity provider"

"Bread products are whole grain and sliced meats are processed."

Monday

Tuesday

Wednesday

Thursday

Friday

1 Breakfast Week 3
 NO CLASSES
 NO CLASSES
 NO CLASSES
Lunch
 NO CLASSES
 NO CLASSES
 NO CLASSES
 NO CLASSES
 NO CLASSES
Snack
 NO CLASSES
 NO CLASSES

2 Breakfast Week 3
 Milk, Low Fat 1%
 Banana, fresh
 Whole Wheat Bagel
Lunch
 Milk, Low Fat 1%
 Carrot, fresh
 Chicken Salad
 Strawberries, fresh or
 Tangerine, fresh or
 Wheat Ciabatta Bread
Snack
 Crackers,Dick & Jane
 Pineapple, tidbits

3 Breakfast Week 3
 Milk, Low Fat 1%
 Muffin, Banana
 Oranges, fresh
Lunch
 Milk, Low Fat 1%
 Apricots
 Swiss American Cheese
 Tortilla, Whole Wheat
 Zucchini sticks
Snack
 Milk, Low Fat 1%
 Cheerios, Whole Grain Cereal

6 Breakfast Week 4
 Milk, Low Fat 1%
 Apple, fresh
 Brown Rice Krispies Cereal
Lunch
 Milk, Low Fat 1%
 Beef, Hamburger
 Corn
 Oranges, fresh
 Whole Wheat Bun
Snack
 Crackers,Dick & Jane
 Peaches

7 Breakfast Week 4
 Milk, Low Fat 1%
 Pineapple, tidbits
 Whole Wheat Bagel
Lunch
 Milk, Low Fat 1%
 Apricots
 Coleslaw Salad
 Tortilla, Whole Wheat
 Turkey & Cheese Roll up
Snack
 Milk, Low Fat 1%
 Cheerios, Whole Grain Cereal

8 Breakfast Week 4
 Milk, Low Fat 1%
 Banana, fresh
 Oatmeal Cereal
Lunch
 Milk, Low Fat 1%
 Cheese Enchilada with Sauce
 Romaine Lettuce Salad
 Oranges, fresh
Snack
 Carrot, fresh
 Crackers, Wheat Thins
 Hummus

9 Breakfast Week 4
 Milk, Low Fat 1%
 Apricots
 French Toast Sticks
Lunch
 Milk, Low Fat 1%
 Beans Refried
 Cheddar Cheese
 Mangoes
 Tomato, diced
 Tortilla, Whole Wheat
Snack
 Craisins - Dried Cranberries
 Cheese Sticks

10 Breakfast Week 4
 Milk, Low Fat 1%
 Apple, fresh
 Muffin, Blueberry
Lunch
 Milk, Low Fat 1%
 Cantaloupe, fresh
 Carrot, fresh
 Crackers, Ritz Whole Wheat
 Tuna Salad
Snack
 Milk, Low Fat 1%
 Crackers,Remy's Graham

13 Breakfast Week 5
 Milk, Low Fat 1%
 Pancakes
 Pears
Lunch
 Milk, Low Fat 1%
 Apricots
 Chicken Patty
 Coleslaw Salad
 Whole Wheat Bun
Snack
 Cheese Sticks
 Pineapple, tidbits

14 Breakfast Week 5
 Milk, Low Fat 1%
 Apple, fresh
 Cheerios, Whole Grain Cereal
Lunch
 Milk, Low Fat 1%
 Whole Wheat Bread
 Cantaloupe, fresh
 Carrot, fresh
 Turkey Sliced
Snack
 Milk, Low Fat 1%
 Multi Grain Flakes Cereal

15 Breakfast Week 5
 Milk, Low Fat 1%
 Whole Wheat Biscuit
 Peaches
Lunch
 Milk, Low Fat 1%
 Beef, Salisbury Steak & Gravy
 Mashed Potatoes
 Whole Grain Buns
 Strawberries, fresh or
 Tangerine, fresh or
Snack
 Crackers,Dick & Jane
 Juice 100%

16 Breakfast Week 5
 Milk, Low Fat 1%
 Oatmeal Cereal
 Pineapple, tidbits
 Raisins
Lunch
 Milk, Low Fat 1%
 Apricots
 Romaine Lettuce Salad
 Spaghetti Casserole (turkey)
Snack
 Milk, Low Fat 1%
 Strawberry Chex

17 Breakfast Week 5
 Milk, Low Fat 1%
 Muffin, Banana
 Oranges, fresh
Lunch
 Milk, Low Fat 1%
 Banana, fresh
 Broccoli, fresh
 Chicken Salad
 Crackers, Wheat Thins
Snack
 Milk, Low Fat 1%
 Brown Rice Krispies Cereal

20 Breakfast Week 1
 NO CLASSES
 NO CLASSES
 NO CLASSES
Lunch
 NO CLASSES
 NO CLASSES
 NO CLASSES
 NO CLASSES
 NO CLASSES
 NO CLASSES
Snack
 NO CLASSES
 NO CLASSES

21 Breakfast Week 1
 Milk, Low Fat 1%
 Apricots
 Cheerios, Whole Grain Cereal
Lunch
 Milk, Low Fat 1%
 American Cheese
 Apple, fresh
 Whole Wheat Bread
 Broccoli, fresh
 Watermelon, fresh or
Snack
 Milk, Low Fat 1%
 Strawberry Chex

22 Breakfast Week 1
 Milk, Low Fat 1%
 Whole Wheat Biscuit
 Peaches
Lunch
 Milk, Low Fat 1%
 Burrito
 Cheddar Cheese
 Romaine Lettuce
 Refried Beans
 Strawberries, fresh or
 Tangerine, fresh or
 Tomato, diced
 Tortilla, Whole Wheat
Snack
 Craisins - Dried Cranberries
 Cheese Sticks

23 Breakfast Week 1
 Milk, Low Fat 1%
 Pineapple, tidbits
 Whole Wheat Bagel
Lunch
 Milk, Low Fat 1%
 Oranges, Mandarin
 Spanish Rice & Chicken
 Zucchini sticks
Snack
 Apple, fresh
 Sun Butter

24 Breakfast Week 1
 Milk, Low Fat 1%
 Banana, fresh
 Muffin, Blueberry
Lunch
 Milk, Low Fat 1%
 Whole Wheat Bread
 Cantaloupe, fresh
 Cauliflower, fresh
 Tuna Salad
Snack
 Milk, Low Fat 1%
 Brown Rice Krispies Cereal

27 Breakfast Week 2
 Milk, Low Fat 1%
 Applesauce
 Multi Grain Flakes Cereal
Lunch
 Milk, Low Fat 1%
 Apricots
 BBQ Beef Burger
 Mixed Vegetables
 Whole Wheat Bun
Snack
 Cheese Sticks
 Oranges, fresh

28 Breakfast Week 2
 Milk, Low Fat 1%
 French Toast Sticks
 Pears
Lunch
 Milk, Low Fat 1%
 Apple, fresh
 Carrot, fresh
 Chicken Drumsticks
 Wheat Breadsticks
Snack
 Milk, Low Fat 1%
 Brown Rice Krispies Cereal

29 Breakfast Week 2
 Milk, Low Fat 1%
 Oatmeal Cereal
 Pineapple, tidbits
 Raisins
Lunch
 Chicken Teriyaki
 Milk, Low Fat 1%
 Rice, Brown
 Strawberries, fresh or
 Sunomono Salad
 Tangerine, fresh or
Snack
 Muffin, Blueberry
 Peaches

30 Breakfast Week 2
 Milk, Low Fat 1%
 Banana, fresh
 Crispix Cereal
Lunch
 Milk, Low Fat 1%
 BBQ Beef Brisket
 Oranges, fresh
 Tomato, fresh
 Whole Grain Mini Hoagie Roll
Snack
 Milk, Low Fat 1%
 Crackers,Dick & Jane

31 Breakfast Week 2
 Milk, Low Fat 1%
 Apple, fresh
 Muffin, Banana
Lunch
 Milk, Low Fat 1%
 Whole Wheat Bread
 Broccoli, fresh
 Cantaloupe, fresh
 Turkey Sliced
Snack
 Applesauce
 Crackers,Remy's Graham

SETA HEAD START MENU

Enero 2020

"This institution is an equal opportunity provider"
 "Bread products are whole grain and sliced meats are processed."

Lunes

Martes

Miércoles

Jueves

Viernes

1 Desayuno Week 3
 NO CLASES
 NO CLASES
 NO CLASES
Comida
 NO CLASES
 NO CLASES
 NO CLASES
 NO CLASES
Bocadillo
 NO CLASES
 NO CLASES

2 Desayuno Week 3
 Leche
 Plátano Fresco
 Bagel de Trigo Integral
Comida
 Leche
 Zanahoria
 Ensalada de Pollo
 Fresa
 Tanjarina o
 la ciabatta
Bocadillo
 Galletas
 Piña Machacada

3 Desayuno Week 3
 Leche
 Mollete con Plátano
 Naranja
Comida
 Leche
 Chabacano
 Queso Suizo
 Tortilla de Trigo Integral
 Varitas de Calabacita
Bocadillo
 Leche
 Cereal Cheerios de Grano Integ

6 Desayuno Week 4
 Leche
 Manzana
 Cereal Integral Rice Krispies
Comida
 Leche
 Hamburguesa de Res
 Elote
 Naranja
 Pan de Trigo Integral
Bocadillo
 Galletas
 Durazno

7 Desayuno Week 4
 Leche
 Piña Machacada
 Bagel de Trigo Integral
Comida
 Leche
 Chabacano
 Ensalada de Col
 Tortilla de Trigo Integral
 Rollo de Pavo y Queso
Bocadillo
 Leche
 Cereal Cheerios de Grano Inte

8 Desayuno Week 4
 Leche
 Plátano Fresco
 Avena
Comida
 Leche
 Enchilada de Queso con Salsa
 Ensalada de Lechuga Romana
 Naranja
Bocadillo
 Zanahoria
 Galletas de Trigo Integral
 Puré de Garbanzo

9 Desayuno Week 4
 Leche
 Chabacano
 Baritas de Pan Francés Tostad
Comida
 Leche
 Frijoles Refritos
 Queso Cheddar
 Mango
 Jitomate Picado
 Tortilla de Trigo Integral
Bocadillo
 arandanos secos
 Barita de Queso

10 Desayuno Week 4
 Leche
 Manzana
 Mollete con Arándanos Azules
Comida
 Leche
 Melón
 Zanahoria
 galletas Ritz integrales
 Ensalada de Atún
Bocadillo
 Leche
 Galletas

13 Desayuno Week 5
 Leche
 Jotqueis
 Pera
Comida
 Leche
 Chabacano
 Torta de Pollo
 Ensalada de Col
 Pan de Trigo Integral
Bocadillo
 Barita de Queso
 Piña Machacada

14 Breakfast Week 5
 Leche
 Manzana
 Cereal Cheerios de Grano Inte
Lunch
 Leche
 Pan de Trigo Integral
 Melón
 Zanahoria
 Rebanada de Pavo
Snack
 Leche
 Ojuelas de Cereal Multigrano

15 Breakfast Week 5
 Leche
 Bizcocho de Trigo Integral
 Durazno
Lunch
 Leche
 Bistec de Res Salisbury y Sals
 Puré de Papa
 Pan de Grano Integral
 Fresa
 Tanjarina o
Snack
 Galletas
 Jugo de 100%

16 Breakfast Week 5
 Leche
 Avena
 Piña Machacada
 Pasas
Lunch
 Leche
 Chabacano
 Ensalada de Lechuga Romana
 Espagueti Horneado (turkey)
Snack
 Leche
 Chex de fresa

17 Breakfast Week 5
 Leche
 Mollete con Plátano
 Naranja
Lunch
 Leche
 Plátano Fresco
 Brócoli
 Ensalada de Pollo
 Galletas de Trigo Integral
Snack
 Leche
 Cereal Integral Rice Krispies

20 Desayuno Week 1
 NO CLASES
 NO CLASES
 NO CLASES
Comida
 NO CLASES
 NO CLASES
 NO CLASES
 NO CLASES
 NO CLASES
 NO CLASES
Bocadillo
 NO CLASES
 NO CLASES

21 Desayuno Week 1
 Leche
 Chabacano
 Cereal Cheerios de Grano Inte
Comida
 Leche
 Queso Americano
 Manzana
 Pan de Trigo Integral
 Brócoli
 Sandía Fresca o
Bocadillo
 Leche
 Chex de fresa

22 Desayuno Week 1
 Leche
 Bizcocho de Trigo Integral
 Durazno
Comida
 Leche
 Burrito
 Queso Cheddar
 Lechuga Romana
 Frijoles Refritos
 Fresa
 Tanjarina o
 Jitomate Picado
 Tortilla de Trigo Integral
Bocadillo
 arandanos secos
 Barita de Queso

23 Desayuno Week 1
 Leche
 Piña Machacada
 Bagel de Trigo Integral
Comida
 Leche
 Mandarina
 Arroz Español con Pollo
 Varitas de Calabacita
Bocadillo
 Manzana
 Mantequilla de Semilla de Gira

24 Desayuno Week 1
 Leche
 Plátano Fresco
 Mollete con Arándanos Azules
Comida
 Leche
 Pan de Trigo Integral
 Melón
 Coliflor
 Ensalada de Atún
Bocadillo
 Leche
 Cereal Integral Rice Krispies

27 Desayuno Week 2
 Leche
 Puré de Manzana
 Ojuelas de Cereal Multigrano
Comida
 Leche
 Chabacano
 Hamburguesa de Res
 Verduras Mixtas
 Pan de Trigo Integral
Bocadillo
 Barita de Queso
 Naranja

28 Desayuno Week 2
 Leche
 Baritas de Pan Francés Tostado
 Pera
Comida
 Leche
 Manzana
 Zanahoria
 Pierna de Pollo
 barra de pan para
Bocadillo
 Leche
 Cereal Integral Rice Krispies

29 Desayuno Week 2
 Leche
 Avena
 Piña Machacada
 Pasas
Comida
 Polo Teriyaki
 Leche
 Arroz Integral
 Fresa
 Mantequilla de Semilla de Girasol
 Tanjarina o
Bocadillo
 Mollete con Arándanos Azules
 Durazno

30 Desayuno Week 2
 Leche
 Plátano Fresco
 Cereal Crispix
Comida
 Leche
 Pecho de Res Asado
 Naranja
 Jitomate Fresco
 Mini Panecillo de Grano Entero
Bocadillo
 Leche
 Galletas

31 Desayuno Week 2
 Leche
 Manzana
 Mollete con Plátano
Comida
 Leche
 Pan de Trigo Integral
 Brócoli
 Melón
 Rebanada de Pavo
Bocadillo
 Puré de Manzana
 Galletas

ITEM IV-B - INFORMATION

PARENT PROGRAM INFORMATION

BACKGROUND:

- PC/PAC & Policy Committee Report Form
- Parent Survey
- Parent Aide
- School Readiness Aide
- Career Incentive
- Ms. Marie Desha and Mr. Robert Silva

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 October 15, 2019 and November 26, 2019 meetings.

NOTES:

**JOINT MEETING OF THE HEAD START POLICY COUNCIL AND
PARENT ADVISORY COMMITTEE**

(Minutes reflect the actual progress of the meeting.)

SETA Board Room
925 Del Paso Blvd., Suite 100
Sacramento, CA 95815

Tuesday, October 15, 2019
9:00 a.m.

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

Ms. Henrietta Gutierrez called the meeting to order at 9:00 a.m. The Pledge of Allegiance was recited. Ms. Gutierrez read the thought of the day. Ms. Gutierrez called the roll and confirmed that a quorum was established.

Members Present:

Kao Yee Xiong, Elk Grove Unified School District
Charles Taylor, Past Parent/Community Representative
Henrietta Gutierrez, Past Parent/Community Representative
Claudett Sanders, Grandparent Representative
Maria Martinez, Women’s Civic Improvement Club (seated at 9:07 a.m.)

Members Absent:

Adeola Adedipe, Elk Grove Unified School District (excused)
Evangalina Barrios, SETA-Operated Program (excused)
Kerynn Jetton, Early Head Start (SOP) (unexcused)
Christie Hamm, Sacramento Public Library (excused)

Parent Advisory Committee:

Ms. Chenault read the Thought of the Day, called the roll, and confirmed that a quorum was established.

Members Present:

Stephen Key
Angel Chenault
Henrietta Gutierrez
Spring Burrell (seated at 9:04 a.m.)
Alisha Givehchi (seated at 9:05 a.m.)

Members Absent:

Evangalina Barrios (excused)

Policy Council:

II. Consent Item

A. Approval of the Minutes of the September 24, 2019 Meeting

There were no questions or corrections.

Moved/Xiong, second/Sanders, to approve the September 24, 2019 minutes.

Show of hands vote:

Aye: 3 (Sanders, Taylor, Xiong)

No: 0

Abstentions: 1 (Gutierrez)

Absent: 5 (Adedipe, Barrios, Hamm, Jetton, Martinez)

Parent Advisory Committee:

II. Consent Item

A. Approval of the Minutes of the September 17, 2019 Meeting

The minutes were reviewed; no questions or corrections.

Moved/Key, second/Givehchi, to approve the September 17, 2019 minutes.

Show of hands vote:

Aye: 4 (Burrell, Givehchi, Gutierrez, Key)

Nay: 0

Abstentions: 1 (Chenault)

Absent: 1 (Barrios)

Policy Council:

III. Action Items

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

The board went into closed session at 9:08 a.m. Ms. Gutierrez called the meeting back into open session at 9:18 a.m. and reported that the Policy Council approved the following eligible lists: Associate Teacher; Associate Teacher/Infant Toddler; Infant Toddler Lead Teacher; Head Start Teacher; Site Supervisor; and Head Start Cook/Driver.

B. Ratification of the SETA Early Head Start-Child Care Partnership Health and Safety Screener and Governance/Leadership and Oversight Screener Summary Report

Ms. Gutierrez reviewed the board item. Ms. Denise Lee reviewed this item which is a ratification.

Moved/Taylor, second/Martinez, to approve the ratification of the SETA Early Head Start-Child Care Partnership Health and Safety Screener and Governance/Leadership and Oversight Screener Summary Report.

Show of hands vote:

Aye: 4 (Martinez, Sanders, Taylor, Xiong)

No: 0

Abstentions: 1 (Gutierrez)

Absent: 4 (Adedipe, Barrios, Hamm, Jetton)

IV. Information Item

A. Standing Information Items

- Introduction of 2018-2019 End-of-Year Parent Appreciation Keynote Speaker, Mr. Victor Bonanno by Ms. Henrietta Gutierrez, PC Chair: Ms. Gutierrez introduced Mr. Bonanno who gave a wonderful speech entitled “Lead from Where You Are.”
- Key Note Speaker Recognition: Ms. Gutierrez and Ms. Chenault gave Mr. Bonanno a token of appreciation for his presentation.
- PC Recognitions: Ms. Gutierrez presented recognition to: Claudett Sanders, Secretary; Kao Yee Xiong, Treasurer; Charles Taylor; and Maria Martinez.
- PAC Recognitions: Ms. Angel Chenault presented awards to: Alisha Givehchi; Spring Burrell; Stephen Key; and Henrietta Gutierrez, as PC Chair. Ms. Gutierrez presented Ms. Chenault with a plaque for her PAC Chair.
- Staff Recognitions: Ms. Gutierrez presented appreciation to: Denise Lee, Karen Griffith, Lisa Carr, Kaleb Call, Allison Noren, Elizabeth Garcia, Nancy Hogan, Robert Silva, Jackie Bates, Dan Bates, Anzhelika Simonenkova, Jaime Serrano, Jose Diaz, Connie Otwell, Julie M. Davis-Jaffe, Pamela Moore, Michelle O’Camb, Victor Han, Rachel Sattel, Fina Dempsey, Rosa Ramirez Galvez, and Marie Desha. Ms. Desha encouraged parents to be a voice for all children and remember all they learned while at SETA Head Start.

V. Other Reports

A. Head Start Deputy Director’s Report: Written report was distributed.

- ❖ Quality Assurance Report for Elk Grove Unified School District
- ❖ Quality Assurance Report for Twin Rivers Unified School District
- ❖ Program Information Summary Reports for Head Start, Early Head Start, and Early Head Start-Child Care Partnership Programs

B. Public Participation: None.

VI. Adjournment: The meeting was adjourned at 9:55 a.m.

REGULAR MEETING OF THE HEAD START POLICY COUNCIL

(Minutes reflect the actual progress of the meeting.)

SETA Board Room
925 Del Paso Blvd., Suite 100
Sacramento, CA 95815

Tuesday, November 26, 2019
9:00 a.m.

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

Ms. Henrietta Gutierrez called the meeting to order at 9:00 a.m. The Pledge of Allegiance was recited. Ms. Gutierrez read the thought of the day. Ms. Claudett Sanders called the roll and confirmed that a quorum was established.

Members Present:

Kao Yee Xiong, Elk Grove Unified School District
Charles Taylor, Past Parent/Community Representative
Henrietta Gutierrez, Past Parent/Community Representative
Claudett Sanders, Grandparent Representative

Members Absent:

Adeola Adedipe, Elk Grove Unified School District (unexcused)
Kerynn Jetton, Early Head Start (SOP) (excused)
Maria Martinez, Women’s Civic Improvement Club (excused)

II. Consent Item

A. Approval of the Minutes of the October 15, 2018 Special Meeting

The minutes were reviewed; no questions or corrections.

Moved/Xiong, second/Taylor, to approve the October 15, 2019 minutes.

Show of hands vote:

Aye: 3 (Sanders, Taylor, Xiong)

Nay: 0

Abstentions: 1 (Gutierrez)

Absent: 3 (Adedipe, Jetton, Martinez)

III. Action Items

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

The Board went into closed session at 9:05 a.m. At 9:14 a.m., Ms. Gutierrez called the meeting back to order and reported that during closed session the Board approved the following eligible lists: Personnel Clerk; Infant Toddler Lead

Teacher; Head Start Teacher; and Associate Teacher/Associate Teacher Infant Toddler

- B. **TIMED ITEM 9:00 A.M. AND PUBLIC HEARING:** Second Reading and Approval of Modifications to the Bylaws of the SETA-Operated Head Start/Early Head Start Policy Council

Ms. Gutierrez reviewed the proposed modifications to the bylaws. There were no additional modifications proposed.

Moved/Taylor, second/Sanders, to close the public hearing and approve modifications to the bylaws of the SETA-Operated Head Start/Early Head Start Policy Council.

Show of hands vote:

Aye: 3 (Sanders, Taylor, Xiong)

Nay: 0

Abstentions: 1 (Gutierrez)

Absent: 3 (Adedipe, Jetton, Martinez)

- C. **TIMED ITEM 9:00 A.M. AND PUBLIC HEARING:** Approval of Revisions to the Salary Schedules for Associate Teacher Tier I, Associate Teacher Tier II, Associate Teacher Tier III, Head Start Cook/Driver, Head Start Family Placement Worker, Head Start Teacher One, Head Start Typist Clerk II, and Typist Clerk II

Ms. Allison Noren reviewed this item which requests revisions to the salary schedule of staff affected by the increase in the minimum wage. There are employees in the first four classifications; the remaining four classifications currently have no employees and there is no plan to fill those positions. Management and the Agency's union have reviewed and approved these revisions.

Ms. Gutierrez opened a public hearing; there was no testimony.

Moved/Xiong, second/Taylor, to close the public hearing and approve revisions to the salary schedules for Associate Teacher Tier I, Associate Teacher Tier II, Associate Teacher Tier III, Head Start Cook/Driver, Head Start Family Placement Worker, Head Start Teacher One, Head Start Typist Clerk II, and Typist Clerk II.

Show of hands vote:

Aye: 3 (Sanders, Taylor, Xiong)

Nay: 0

Abstentions: 1 (Gutierrez)

Absent: 3 (Adedipe, Jetton, Martinez)

- D. Ratify the Appointment of Grandparent Representative

Ms. Gutierrez reviewed this item and requested ratification of this item. There were no questions.

Moved/Taylor, second/Xiong, to ratify the appointment of Claudett Sanders as a Grandparent Representative.

Show of hands vote:

Aye: 3 (Sanders, Taylor, Xiong)

Nay: 0

Abstentions: 1 (Gutierrez)

Absent: 3 (Adedipe, Jetton, Martinez)

IV. Information Items

A. Standing Information Items

- Parent/Staff Recognition: Ms. Gutierrez presented Ms. Kossick and Mr. Taylor with certificates of appreciation.
- Committee Reports: No additional comments.
- Seating of New Policy Council Members (2019-2020): Ms. Gutierrez seated the following new Policy Council members:

Ms. Xiong, Ms. Sanders, and Mr. Taylor stepped down and went into the audience. Ms. Gutierrez reseated Mr. Taylor; his seat will be up for reappointment next month. Ms. Gutierrez will also remain on the board until elections next month.

New Members Seated:

Cami Pullen, San Juan Unified School District

Karade Oishi, San Juan Unified School District

Jamila Land, WCIC/Playmate Child Development Center

Antione Montgomery, WCIC/Playmate Child Development Center

Brenda Casillas, SETA-Operated Program

Shannon Pierce, SETA-Operated Program

Claudett Sanders, SETA-Operated Program

Martha Torres, SETA-Operated Program

Arianna Torres, SETA-Operated Program

Jeremy Rathbone, Early Head Start, San Juan Unified School District

Fienishia Wash, Home Base Option

New Members to be Seated but Absent:

Jara Lindgren, Elk Grove Unified School District (unexcused)

Alma Leiva, Elk Grove Unified School District (unexcused)

Ms. Elizabeth Ponce, a SETA/Head Start Program Officer, was introduced as the translator.

- Introduction of Policy Council Members: Board members went around and introduced themselves.
- Introduction of Staff: Staff came to the microphone and introduced themselves.
- How to Present and Make Motions: Ms. Gutierrez reviewed the process by which motions are made.
- Fiscal Monthly Report/Corporate Card Monthly Statement of Account: Ms. Saurbourne reviewed the fiscal report. Head Start is a 'use it or lose it' program so the budget is watched carefully to ensure every penny is spent. The non-federal share is required for every dollar received from the federal government, we must come up with twenty-five cents. The time board members spend at meetings or events is counted into the non-federal pot. We cannot utilize more than 15% administrative costs and staff works diligently to ensure this number remains low. The credit card statement was reviewed. This report must be given to board members on a monthly basis.
- Board Procedures
 - ✓ Reimbursements & Budget/Planning: Ms. Saurbourne urged board members to consider participating in the Budget/Planning Committee. Ms. Saurbourne reviewed the PC/PAC Reimbursement Policy. Parents can be reimbursed for mileage, RT, and child care based on actual costs. The policy is a guideline and as situations come up, let staff know. Ms. Saurbourne reviewed the mileage and child care reimbursement policy.
 - ✓ Personnel: Ms. Allison Noren reviewed the human resources screening and interview process. PC and PAC board members are required to assist in the hiring of all Head Start staff. PC and PAC members will be sent a calendar asking for their participation in the HR process.
 - ✓ Conflict of Interest: Ms. Nancy Hogan provided an overview of SETA's conflict of interest policy.
- Officer Elections will be held on Wednesday, December 18, 2019: Ms. Gutierrez referenced page 25 of the bylaws regarding officers and urged board members to consider running for an officer position.
- PC/PAC Calendar of Events: Ms. Gutierrez reviewed the calendar of events.
- Community Resources: Parents/Staff: Mr. Robert Silva reviewed community resources that are of interest to board members. Board members are urged to take the information back to their delegate programs. The Family Resource Centers is a free resource center sponsored by First 5; there are locations spread around the county.

III. **Action Items** (continued)

- E. Approval to Delegate Authority to the Parent Advisory Committee to Function in the Screening and Interviewing of Prospective Applicants

Directly Related to the SETA-Operated Program

Ms. Gutierrez reviewed this item; there were no questions.

Moved/Wash, second/Pullen, to delegate authority to the Parent Advisory Committee to function in the screening and interviewing of prospective applicants directly related to the SETA-Operated Program.

Show of hands vote:

Aye: 12 (Casillas, Land, Montgomery, Oishi, Pierce, Pullen, Rathbone, Sanders, Taylor, A. Torres, M. Torres, Wash)

Nay: 0

Abstentions: 1 (Gutierrez)

F. Election of Policy Council Community Agency Representative

Ms. Gutierrez reported that this item will be tabled to next month.

Moved/Pullen, Pierce, to table the election of the Policy Council Community Agency Representative to the December meeting.

Show of hands vote:

Aye: 12 (Casillas, Land, Montgomery, Oishi, Pierce, Pullen, Rathbone, Sanders, Taylor, A. Torres, M. Torres, Wash)

Nay: 0

Abstentions: 1 (Gutierrez)

IV. **Information Items** (continued)

B. Governing Board Minutes for September 18, 2019: No questions.

C. Fiscal Monitoring Reports: No questions.

V. **Other Reports**

A. Executive Director's Report: Ms. Kathy Kossick welcomed new board members. Staff is always available to support board members and encourage decision-making. Over the next 12 months, members will learn about SETA in general including programs operated through other funding sources. Board members were urged to reach out to staff if they have questions.

B. Head Start Deputy Director's Report: Ms. Lee reviewed the Program Information Report (PIR) report which is required of all Head Start programs across the country. The PIR shows how SETA/Head Start does in comparison to other programs. California has a higher number of homeless. Ms. Lee encouraged board members to attend the December 13 Meet and Greet event. Ms. Land referred to the high rate of homeless children and asked how are they counted. Ms. Lee stated that she will report back on the age group. Staff works with families to secure housing. Ms. Land asked if there were a mental health

component to the services provide. Ms. Lee replied yes; staff look at the entire family/child to ensure the child is healthy, has good dental health, and whether there is crisis in the home that prevents attending school. Ms. Land asked what kind of specialized training the teaching staff receive around trauma informed mental health. Ms. Lisa Carr replied that county-wide, we have adopted a Teaching Pyramid that works with all children. Baseline is that kids are safe. When a child lives in a family or neighborhood where there is violence, children also feel that. It is important to ensure the environment is predictable for kids; this helps to bring the kids brain from 'fight or flight' to a more normal setting. There are special supports for children that are living in traumatic environments. There are family services workers that can provide information to parents for mental health services. All home visitors will have training on trauma informed care. Staff works at all levels on what is going on and how can the trauma be lessened. SETA Head Start is a mandated reporter so staff must report any issues they see while visiting a home.

Mr. Montgomery asked about children leaving before their medical assessment is completed. Ms. Lee stated that when a child leaves before 45 days we cannot finish all of the screenings required. However, the federal government understands that the assessments could not be done and they give credit for the partial assessments. There is not much we can do about the turnover but we do ask why they dropped out of the program. Ms. Lee replied that members can ask questions at any time and they can also direct questions at the delegate level.

- Monthly Head Start Report (attached)
- Program Information Summary Reports for:
 - ❖ Head Start, Early Head Start and Early Head Start-Child Care Partnership Programs

- C. Chair's Report: Ms. Gutierrez stated that the next Policy Council meeting will be Wednesday, December 18, 9 a.m.

Ms. Gutierrez reported that she was part of a preschool development grant committee that met over the past few months. Their first meeting was with West Ed and the California Department of Education. Their goals are to identify barriers and challenges that families have to access quality child care. The second and third meetings went over pre-school attendance records, suspension, and expulsions. The fourth meeting provided feedback on a parent-centered website for families to access all the information they need. Final recommendations will be submitted by the committee. There were ten families from around the state (San Diego to Humboldt Counties). They are projecting the launch of a website in July 2020 to be called mychildcareplan.org which assist in finding child care in the area.

- D. Open Discussion and Comments: No comments.
E. Public Participation: No comments.

- VI. **Adjournment:** The meeting was adjourned at 10:49 a.m.

ITEM VI – COMMITTEE REPORT

COMMITTEE REPORT

➤ Executive Committee

Critique of the December 17, 2019 regular Parent Advisory Committee meeting.

GOOD!!!
Welcome all newly elected officers and board members.
Thank you, all program managers, for sharing program information.
Thank you, Ms. Lisa Carr, for the wonderful demonstration on chronic absences.
Thank you, Mr. Robert Silva, for the community resources and early school readiness presentation.
NEEDS IMPROVEMENT
If you will be late or will not attend the PAC board meeting, please call or e-mail Fienishia Wash (310-228-5499, Chair), Marie Desha (916-263-4082), or Nancy Hogan (916-263-3827).
Please be recognized by the Chair prior to requesting a point of privilege (includes leaving your seat).
ATTENDANCE. Please make every effort to attend board meetings and committee meetings.
REMINDERS
Please no side barring during the meeting.
Please be on time and be seated by 8:50 a.m.
** Please turn off <u>all</u> electronic devices. Please provide (916) 263-3800 for emergencies.
No eating in the Board room.

➤ Budget/Planning Committee: Ms. Fienishia Wash

ITEM VII

OTHER REPORTS

BACKGROUND:

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

- Chair's Report: Ms. Fienishia Wash
- Policy Council Report(s): Ms. Brenda Casillas, Ms. Shannon Pierce, Ms. Donna Bonner, Ms. Martha Torres, 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
 - Kaleb Call - Quality Assurance, Food Services, Safe Environments, Grants, and Contracts

NOTES:



SETA Head Start Food Service Operations Monthly Report *December 2019

November 13th - Kennedy Estates closed at noon due to the apartment complex getting sprayed for bugs

Meetings and Trainings

December 6th - Food Service Staff meeting for all Cooks/Drivers

Total Number of Meals and Snacks Prepared for All Kitchens:

Lunch	PM Snack	Breakfast	Field Trips
28,005	22,250	22,515	440

Total Amount of Meals and Snacks Prepared 73,210

Purchases:

Food	\$63,212.63
Non - Food	\$10,238.81

Building Maintenance and Repair: \$0.00

Janitorial & Restroom Supplies: \$0.00

Kitchen Small Wares and Equipment: \$0.00

Vehicle Maintenance and Repair : \$0.00

Vehicle Gas / Fuel:	\$1,300.40
Normal Delivery Days	15

SPECIAL EDUCATION REPORT

Sacramento County Head Start/Early Head Start

December 2019

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	165	9%	589	116	20%
Twin Rivers USD	140	22	16%	40	3	8%
Elk Grove USD	440	40	9%			
Sac City USD	736	72	10%			
San Juan USD	1052	144	14%	160	11	7%
WCIC	120	7	6%			
EHS CCP				80	13	16%
COUNTY TOTAL	4244	450	11%	869	143	16%

AFE: Annual Funded Enrollment

SETA Head Start/Early Head Start

Monthly Attendance Report for School Year 2019 to 2020

Period: December 2019

Full Day Classes		
	Present Only	Present and Excused
Center Name	%ADA *	%ADA **
Alder Grove ELC	87%	100%
Bret Harte	83%	100%
Bright Beginnings	88%	100%
Capitol City	87%	100%
CP Huntington	83%	100%
Crossroad Gardens	81%	99%
Elkhorn	83%	100%
Franklin	75%	100%
Freedom Park	86%	98%
Freeport	76%	100%
Fruitridge	90%	100%
Hillsdale	83%	97%
Hopkins Park	83%	98%
Illa Collin	77%	100%
Job Corp	82%	99%
La Verne Sterwart	79%	100%
Marina Vista ELC	80%	96%
Mather	89%	100%
Nedra Court	88%	99%
Norma Johnson	87%	100%
North Avenue	86%	100%
Northview	93%	100%
Parker	91%	100%
Phoenix Park	85%	100%
Sharon Neese	84%	97%
Walnut Grove	72%	100%
Overall Averages	84%	99%

* ADA reflects cumulative days present for the month

** ADA reflects cumulative days present+excused absences for the month

SETA Head Start/Early Head Start

Monthly Attendance Report for School Year 2019 to 2020

Period: December 2019

Part Day Classes		
	Present Only	Present and Excused
Center Name	%ADA *	%ADA **
Bannon Creek	80%	100%
Crossroad Gardens	74%	100%
Elkhorn	78%	100%
Freedom Park	84%	99%
Galt	85%	100%
Grizzly Hollow	91%	100%
Hillsdale	77%	95%
Mather	86%	100%
Norma Johnson	73%	98%
North Avenue	72%	93%
Northview	80%	100%
Phoenix Park	81%	98%
Strizek Park	85%	100%
Overall Averages	81%	99%

* ADA reflects cumulative days present for the month

** ADA reflects cumulative days present+excused absences for the month

SETA Head Start/Early Head Start

Monthly Attendance Report for School Year 2019 to 2020

Period: December 2019

Early Head Start Classes		
	Present Only	Present and Excused
Center Name	%ADA *	%ADA **
16th Avenue	81%	99%
Alder Grove Infant/Toddler Center	80%	100%
American Legion	74%	99%
Bret Harte	74%	100%
Capitol City	78%	100%
CP Huntington	85%	100%
Crossroad Gardens	87%	100%
Elkhorn	82%	100%
Freedom Park	84%	100%
Grizzly Hollow	83%	100%
Hiram Johnson	87%	100%
Hopkins Park	90%	96%
Job Corp	70%	94%
Marina Vista ELC	97%	100%
Mather	77%	98%
Norma Johnson	80%	100%
North Avenue	97%	100%
Northview	79%	100%
Phoenix Park	83%	100%
Sharon Neese	84%	99%
Overall Averages	82%	99%

* ADA reflects cumulative days present for the month

** ADA reflects cumulative days present+excused absences for the month

SETA Head Start/Early Head Start Enrollment Report

(Enrollment as of the last service day of the month)

Last Service Day of Month: 12/20/19

Site	Loc Id	# Enrolled	# Present	# Absent	# Term W/I 30	Total
16th Avenue	1257R	20	12	8	1	21
16th Avenue	1257X	20	14	6	1	21
Alder Grove ELC	1247V	20	16	4	0	20
Bannon Creek	1200A	17	10	7	0	17
Bannon Creek	1200B	16	11	5	2	18
Bannon Creek	1200C	19	14	5	0	19
Bannon Creek	1200D	16	8	8	1	17
Bret Harte	1271X	20	16	4	0	20
Bright Beginnings	1201V	20	19	1	0	20
Bright Beginnings	1201W	20	19	1	0	20
Capitol City	1272X	20	17	3	0	20
CP Huntington	1273X	19	16	3	1	20
Crossroad Gardens	1242A	20	11	9	0	20
Crossroad Gardens	1242B	17	7	10	0	17
Crossroad Gardens	1242R	19	14	5	0	19
Crossroad Gardens	1242X	20	16	4	0	20
Elkhorn	1255A	20	13	7	0	20
Elkhorn	1255B	20	15	5	1	21
Elkhorn	1255C	19	14	5	2	21
Elkhorn	1255D	16	10	6	4	20
Elkhorn	1255X	20	16	4	1	21
Franklin	1205V	18	14	4	0	18
Freedom Park	1239A	20	14	6	0	20
Freedom Park	1239B	20	16	4	0	20
Freedom Park	1239R	19	15	4	1	20
Freedom Park	1239X	20	17	3	0	20
Freeport	1274X	18	11	7	0	18
Fruitridge	1216V	20	18	2	0	20
Fruitridge	1216W	20	16	4	0	20
Galt	1234A	20	17	3	0	20
Galt	1234B	20	19	1	0	20
Galt	1234C	20	16	4	0	20
Galt	1234D	20	15	5	0	20
Grizzly Hollow	1252A	20	16	4	0	20
Grizzly Hollow	1252B	20	18	2	0	20
Hillsdale	1228A	20	15	5	0	20

SETA Head Start/Early Head Start Enrollment Report

(Enrollment as of the last service day of the month)

Last Service Day of Month: 12/20/19

Site	Loc Id	# Enrolled	# Present	# Absent	# Term W/I 30	Total
Hillsdale	1228B	19	9	10	1	20
Hillsdale	1228R	20	18	2	0	20
Hillsdale	1228X	20	13	7	0	20
Hopkins Park	1253V	20	17	3	0	20
Hopkins Park	1253W	20	20	0	0	20
Illa Collin	1221V	19	17	2	0	19
Job Corp	1237X	20	17	3	0	20
Kennedy Estates	1240V	20	17	3	0	20
La Verne Sterwart	1219S	20	16	4	0	20
Marina Vista ELC	1246R	20	14	6	1	21
Marina Vista ELC	1246S	20	16	4	0	20
Marina Vista ELC	1246X	19	18	1	1	20
Mather	1223A	20	19	1	1	21
Mather	1223B	20	17	3	1	21
Mather	1223C	18	15	3	1	19
Mather	1223D	17	13	4	0	17
Mather	1223X	20	19	1	0	20
Nedra Court	1244V	19	17	2	1	20
Nedra Court	1244W	20	17	3	0	20
Norma Johnson	1214A	17	8	9	1	18
Norma Johnson	1214B	13	9	4	0	13
Norma Johnson	1214X	20	16	4	0	20
North Avenue	1256A	15	13	2	2	17
North Avenue	1256B	16	14	2	2	18
North Avenue	1256V	20	16	4	1	21
North Avenue	1256X	20	19	1	1	21
Northview	1224A	20	10	10	0	20
Northview	1224B	20	10	10	0	20
Northview	1224C	20	16	4	0	20
Northview	1224D	20	13	7	0	20
Northview	1224X	19	14	5	1	20
Parker	1207V	15	14	1	0	15
Phoenix Park	1248A	19	16	3	1	20
Phoenix Park	1248B	19	16	3	0	19
Phoenix Park	1248X	20	13	7	0	20
Sharon Neese	1249R	20	17	3	0	20
Sharon Neese	1249V	19	15	4	1	20

SETA Head Start/Early Head Start Enrollment Report

(Enrollment as of the last service day of the month)

Last Service Day of Month: 12/20/19

Site	Loc Id	# Enrolled	# Present	# Absent	# Term W/I 30	Total
Sharon Neese	1249X	20	17	3	0	20
Solid Foundation	1254V	20	12	8	0	20
Solid Foundation	1254W	20	14	6	0	20
Strizek Park	1225A	19	14	5	1	20
Strizek Park	1225B	19	16	3	0	19
Walnut Grove	1235V	20	13	7	0	20
Walnut Grove	1235W	17	9	8	0	17
16th Avenue	1257J	8	4	4	1	9
16th Avenue	1257K	8	5	3	1	9
16th Avenue	1257N	8	4	4	0	8
Alder Grove Infant/Toddler Center	1212M	8	6	2	2	10
Alder Grove Infant/Toddler Center	1212U	8	5	3	0	8
American Legion	1270U	8	6	2	0	8
Bret Harte	1271U	8	4	4	0	8
Capitol City	1272M	7	6	1	1	8
Capitol City	1272U	8	6	2	1	9
CP Huntington	1273U	7	4	3	2	9
Crossroad Gardens	1242K	8	5	3	0	8
Crossroad Gardens	1242N	8	7	1	1	9
Elkhorn	1255M	8	6	2	1	9
Elkhorn	1255U	8	6	2	0	8
Freedom Park	1239M	5	5	0	0	5
Freedom Park	1239U	8	7	1	2	10
Grizzly Hollow	1252P	8	5	3	1	9
Hiram Johnson	1275L	3	3	0	1	4
Hiram Johnson	1275M	8	6	2	0	8
Hiram Johnson	1275U	8	7	1	2	10
Hopkins Park	1253N	6	5	1	0	6
Job Corp	1237L	6	6	0	1	7
Job Corp	1237M	8	6	2	1	9
Job Corp	1237U	4	1	3	3	7
Marina Vista ELC	1246P	8	7	1	0	8
Mather	1223M	6	5	1	1	7
Mather	1223U	7	6	1	1	8
Norma Johnson	1214U	8	6	2	0	8
North Avenue	1256P	8	8	0	1	9
Northview	1224P	8	5	3	1	9

SETA Head Start/Early Head Start Enrollment Report

(Enrollment as of the last service day of the month)

Last Service Day of Month: 12/20/19

Site	Loc Id	# Enrolled	# Present	# Absent	# Term W/I 30	Total
Phoenix Park	1248N	7	5	2	0	7
Sharon Neese	1249J	8	7	1	1	9
Sharon Neese	1249K	8	5	3	1	9
Sharon Neese	1249N	8	8	0	1	9
TOTALS for Head Start		1781	1365	416	61	1842
HS Totals	1531					
Drops w/in 30	33					
P/S Home Base	134					
Total	1698					
EHS Totals	250					
Drops w/in 30	28					
River Oaks	72					
SCOE	79					
EHS Home Base	214					
Total	643	+ 8*				
GRAND TOTAL	2341	2349				

CLASS CODE BREAKOUT

Class Code	Class Type/Funding
A-F	Part Day Head Start
O,P,Q	EHS (No CCTR)
M,U	EHS/CCTR
V,W,Y	Duration (Head Start)
12231 A-K	Home Based Preschool
1231 B-N	Home Based EHS

* 8 children were enrolled but not entered into the database at the time of the report.

ITEM VIII – CENTER UPDATES

BACKGROUND:

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

NOTES:

ITEM IX - DISCUSSION

BACKGROUND:

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

NOTES:

ITEM X – 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: