

GOVERNING BOARD

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THOUGHT OF THE DAY: "The struggle you're in today is developing the strength you need tomorrow."

~~ Robert Tew

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

DATE: Tuesday, March 16, 2021

TIME: 11:00 a.m.

LOCATION:

<https://us02web.zoom.us/j/84419013969?pwd=enhEcy8wem42b2JSejNweVl4TOlIUOT9>

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=enhEcy8wem42b2JSejNweVl4TOlIUOT9>. 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=enhEcy8wem42b2JSejNweVl4TOlIUOT9>. 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.

AGENDA

PAGE NUMBER

- | | | |
|------------|---|------|
| I. | <u>Call to Order/Roll Call/Review of Board Member Attendance</u> | 1-5 |
| | ➤ PAC Meeting Attendance Update | |
| | ➤ Introduction of Newly Seated Representatives | |
| II. | <u>Consent Item</u> | |
| A. | Approval of the Minutes of the February 16, 2021 Special Meeting | 6-10 |

| | | |
|-------------|---|-------|
| III. | <u>Action Items</u> | |
| A. | Election of Parent Advisory Committee Officers 2020-2021 | 11-12 |
| B. | Election of SETA Operated Representatives and Alternates to the Policy Council for Program Year 2020-2021 | 13-14 |
| C. | Approval of Parent Advisory Committee and Policy Council Joint Parent Activity | 15-16 |
| IV. | <u>Information Items</u> | |
| A. | Standing Information Items | 17-24 |
| ➤ | Fiscal Monthly Report/Corporate Card Monthly Statement of Account – Mr. Victor Han | |
| ➤ | Community Resources – Parents/Staff: Ms. Marie Desha | |
| | ✓ Union Pacific Celebrating Women of the Railroad | |
| | ✓ Virtual Career Connection – Amazon | |
| B. | Head Start Policy Council Minutes: January 26, 2021 | 25-31 |
| V. | <u>Committee Reports</u> | |
| ➤ | Executive Committee Meeting Critique: Ms. Fienishia Wash | 32 |
| VI. | <u>Other Reports</u> | 33-42 |
| ➤ | 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 | |
| | • <u>Lisa Carr</u> - Family Engagement, Home Base, Health/Oral Health, and ERSEA Services | |
| | • <u>Karen Griffith</u> - School Readiness, Special Education and Mental Health Services | |
| | • <u>Denise Lee</u> – Quality Assurance, Food Services, Save Environments, Grants, and Contracts | |
| VII. | <u>Center Updates</u> | 43 |

| | | |
|-------|-----------------------------|----|
| VIII. | <u>Discussion</u> | 43 |
| IX. | <u>Public Participation</u> | 43 |
| X. | <u>Adjournment</u> | |

DISTRIBUTION DATE: WEDNESDAY, MARCH 10, 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
- ____ **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**
- ____ 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
- ____ **Earlene 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
- ____ Vacant, 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

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| <input type="checkbox"/> Vacant, Alder Grove I Head Start |
| <input type="checkbox"/> Vacant, Alder Grove II Head Start |
| <input type="checkbox"/> Vacant, American Legion Head Start |
| <input type="checkbox"/> Vacant, Bret Harte Head Start |
| <input type="checkbox"/> Vacant, Capital City Head Start |
| <input type="checkbox"/> Vacant, CP Huntington Head Start |
| <input type="checkbox"/> Vacant, Franklin Head Start |
| <input type="checkbox"/> Vacant, Freedom Park Head Start |
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| <input type="checkbox"/> Vacant, Grizzly Hollow Head Start |
| <input type="checkbox"/> Vacant, Hillsdale Head Start |
| <input type="checkbox"/> Vacant, Hiram Johnson Head Start |
| <input type="checkbox"/> Vacant, Home Base Head Start |
| <input type="checkbox"/> Vacant, Hopkins Park Head Start |
| <input type="checkbox"/> Vacant, Illa Collin Head Start |
| <input type="checkbox"/> Vacant, Kennedy Estates Head Start |
| <input type="checkbox"/> Vacant, LaVerne Stewart Head Start |
| <input type="checkbox"/> Vacant, (Marie Cleveland's) Bright Beginning Head Start |
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| <input type="checkbox"/> Vacant, Marina Vista Head Start |
| <input type="checkbox"/> Vacant, Mather Head Start |
| <input type="checkbox"/> Vacant, Nedra Court Head Start |
| <input type="checkbox"/> Vacant, Norma Johnson Head Start |
| <input type="checkbox"/> Vacant, North Avenue Head Start |
| <input type="checkbox"/> Vacant, Northview Head Start |
| <input type="checkbox"/> Vacant, Parker Head Start |
| <input type="checkbox"/> Vacant, Phoenix Park Head Start |
| <input type="checkbox"/> Vacant, Pre-School (Home Base) |
| <input type="checkbox"/> Vacant, River Oak Center for Children |
| <input type="checkbox"/> Vacant, SCOE |
| <input type="checkbox"/> Vacant, Sharon Neese Head Start |
| <input type="checkbox"/> Vacant, Solid Foundation Head Start |
| <input type="checkbox"/> Vacant, Early Head Start (Home Base) |
| <input type="checkbox"/> Vacant, Grandparent Representative |
| <input type="checkbox"/> Vacant, Outgoing Chair |
| <input type="checkbox"/> Vacant, Parent Ambassador |
| <input type="checkbox"/> Vacant, Parent Ambassador |
| <input type="checkbox"/> Vacant, 16 th Avenue Head Start |
| <input type="checkbox"/> Vacant, Past Parent Representative |
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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 | | | | | | | | | |
| Vacant Seated | BH | | | | | | | | | | | |
| Christine Salas Seated 4/24 HOLDING | CP | X | X | | | | | | | | | |
| Vacant Seated | CPH | | | | | | | | | | | |
| Maria Levert Seated 11/19 HOLDING | CR | X | E | | | | | | | | | |
| Alisha Givehchi Seated 11/19 HOLDING | EHS/HB | X | X | | | | | | | | | |
| Stephen Key Seated 11/19 HOLDING | EL | X | X | | | | | | | | | |
| Vacant Seated | FA | | | | | | | | | | | |
| Vacant Seated | FP | | | | | | | | | | | |
| Vacant Seated | FPT | | | | | | | | | | | |
| Arianna Torres Seated 11/19 HOLDING | FT | X | X | | | | | | | | | |
| Vacant Seated | G | | | | | | | | | | | |
| Vacant Seated | GH | | | | | | | | | | | |
| Vacant Seated | H | | | | | | | | | | | |
| Fenishia Wash Seated 11/19 HOLDING | HB | 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 | | | | | | | | | |
| Shannon Pierce Seated 11/19 HOLDING | SP | X | X | | | | | | | | | |
| Brenda Casillas Seated 11/19 HOLDING | WG | X | X | | | | | | | | | |
| Vacant Seated | 16A | | | | | | | | | | | |
| Vacant Seated | FPR | | | | | | | | | | | |
| Vacant Seated | AMB | | | | | | | | | | | |
| Vacant Seated | AMB | | | | | | | | | | | |
| Stephen Key Seated 2/16 | CR/PP | | X | | | | | | | | | |
| Henrietta Gutierrez Seated 11/19; reseated 2/16 | 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

NM: No meeting

**PARENT ADVISORY COMMITTEE - MEETING
ATTENDANCE UPDATE PROGRAM YEAR 2018-2019
(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 | Marina Vista Early Learning Center |
| CP: | Capital City | M: | Mather |
| CPH: | CP Huntington | MCBB | Marie Cleveland's Bright Beginnings |
| CR: | Crossroad Gardens | NJ: | Norma Johnson |
| EHS: | Early Head Start | NA: | North Avenue |
| EL: | Elkhorn | NC: | Nedra Court |
| FA: | Franklin | NA | North Avenue |
| FP: | Freedom Park | NV: | Northview |
| FPT: | Freeport | PA: | Parker Avenue |
| FT: | Fruitridge | PP: | Phoenix Park |
| G: | Galt | RO: | River Oak |
| GH: | Grizzly Hollow | SCOE: | Sacramento County Office of Education |
| H: | Hillsdale | SF: | Solid Foundation |
| HB: | Home Based | SN: | Sharon Neese |
| HI: | Hiram Johnson | SP: | Strizek Park |
| | | WG: | 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: 1/20/2021 11:39 AM

ITEM II-A – CONSENT

APPROVAL OF MINUTES OF THE FEBRUARY 16, 2021 SPECIAL MEETING

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review and approve the minutes of the February 16, 2021.

RECOMMENDATION:

Approve the minutes of the February 16, 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, February 16, 2021
11:00 a.m.

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

Ms. Fienishia Wash called the meeting to order at 11:03 a.m. and read the thought of the day. Ms. Shannon Pierce called the roll; a quorum was achieved.

Members Present:

Stephen Key
Fienishia Wash
Shannon Pierce
Earlene McBryde
Donna Bonner
Brenda Casillas
Henrietta Gutierrez
Christine Salas
Arianna Torres
Alisha Givehchi (joined at 11:07 a.m.)

Members Absent:

Maria Levert (excused)

II. Consent Item

A. Approval of the Minutes of the January 19, 2021 Special Meeting

The minutes were reviewed; no questions or corrections.

Moved/Bonner, second/McBryde, to approve the January 19 minutes.

Roll call vote:

Aye: 8 (Bonner, Casillas, Gutierrez, Key, McBryde, Pierce, Salas, Torres)

Nay: 0

Abstentions: 1 (Wash)

Absent: 2 (Givehchi, Levert)

III. Action Items

A. Election of Parent Advisory Committee Officers 2020-2021

Ms. Wash asked that this item be tabled and reviewed a section of the bylaws prohibiting the election of officers under the current circumstances since many reps are holding their seat. Ms. Desha stated that with some centers starting to open, she feels confident there will be some new members soon.

Moved/McBryde, second/Gutierrez, to continue this item to the March 16 meeting.

Roll call vote:

Aye: 8 (Bonner, Casillas, Gutierrez, Key, McBryde, Pierce, Salas, Torres)

Nay: 0

Abstentions: 1 (Wash)

Absent: 2 (Givehchi, Levert)

Ms. Alisha Givehchi joined the meeting at 11:07 a.m.

B. Election of SETA Operated Representatives and Alternates to the Policy Council for Program Year 2020-2021

Ms. Wash reviewed the section of the bylaws stating that members holding their seats shall not be elected the PAC or the PC. She asked that this be tabled.

Moved/McBryde, second/Gutierrez, to continue this item to the March 16 meeting.

Roll call vote:

Aye: 9 (Bonner, Casillas, Givehchi, Gutierrez, Key, McBryde, Pierce, Salas, Torres)

Nay: 0

Abstentions: 1 (Wash)

Absent: 1 (Levert)

C. Election of Parent Advisory Committee Community Representatives for Program Year 2020-2021

There are two candidates currently for the Past Parent Community Representatives: Henrietta Gutierrez and Stephen Key.

Ms. Wash reviewed the two applications received from Ms. Gutierrez and Mr. Key.

Moved/Bonner, second/Casillas, to approve the selection of Ms. Henrietta Gutierrez and Mr. Stephen Key to serve as PAC Community Representatives.

Roll

Aye: 9 (Bonner, Givehchi, Gutierrez, Key, McBryde, Pierce, Salas, Torres, Casillas, Gutierrez)

Nay: 0

Abstentions: 1 (Wash)

IV. **Information Items**

A. Standing Information Items

- Fiscal Monthly Report/Corporate Card Monthly Statement of Account – Mr. Victor Han reviewed the fiscal report for six months into the program. The program is 45% spent for the budget with the exception of the Training/Technical Assistance grant. There is flexibility in the budget for under-spent funds since this is the first year of a five-year grant cycle. Staff will be working to spend the funds by July 31. The Northview project is a major renovation and funds for this project will be submitted to ACF for final approval. For the non-federal share, there is a possibility that a waiver will be requested. Mr. Han stated that there are a number of ways the under-spent funds can be utilized for other projects. The credit card statements were reviewed; no questions. There will be Budget/Planning Committee meeting scheduled for Friday, February 19, 1:00 p.m. Any input would be greatly appreciated and all board members are encouraged to participate.
 - Community Resources – Parents/Staff: Ms. Marie Desha reviewed SMUD Low - Income COVID Facts and Powering Futures Scholarship flyers. Ms. Desha asked parents to share information with friends and family.
- B. Head Start Policy Council Minutes: November 24, 2020: No questions.

V. Committee Reports

- Executive Committee Meeting Critique: Ms. Wash will meet with Ms. Desha to review the agenda.

VI. Other Reports

- Chair's Report: No report.
- Policy Council Report(s): Ms. Wash reported that the Policy Council approved a budget modification for Head Start/Early Head Start which was sent to the Governing Board for approval. The Policy Council also appointed Community Representatives: Charles Taylor, Stephen Key, and Rosemary Schapira.
- Head Start Deputy Director's Report – Ms. Denise Lee reviewed the recent announcement of center re-openings. Staff connected with the public health office regarding vaccines for staff and families. The Public Health Officer reviewed and liked our re-opening plan. We will be limiting classrooms to 13 children and EHS will be limited to 8 children unless the classroom is too small to accommodate social distancing. This is the first round of center re-openings and we will continue until all 40 centers are re-opened. The re-openings are scheduled one week apart to methodically re-open safely. Ms. Lisa Carr and staff will be contacting families to ensure priority for working families is first. We recognize that many families have changed their employment patterns and staff is connecting with all families in each center to see what care they need. Families may elect to stay in distance learning if desired. Distance learning is a great way for new families to start learning about SETA/Head Start and then encourage families to transition to center-based learning.

- **Head Start Managers' Reports**
- Lisa Carr - Family Engagement, Home Base, Health/Oral Health, and ERSEA Services: No report.
 - Karen Griffith - School Readiness, Special Education and Mental Health Services: Ms. Griffith reported that staff is busy updating all of the training documents to ensure they meet all COVID requirements. Staff is also working on replacing classroom materials and developing a lesson plan template that supports social/emotional needs as children return to school. The transition process is also being reviewed that encourages communication between teachers from remote to center-based learning. This ensures information will be shared.
 - Denise Lee – Quality Assurance, Food Services, Safe Environments, Grants, and Contracts: Ms. Lee stated that the QA team is pre-reviewing documents for the upcoming federal review. We still do not yet have a review date.

VII. Center Updates: None.

VIII. Discussion : None.

IX. Public Participation: None.

X. Adjournment: The meeting was adjourned at 11:52 a.m.

ITEM III-A – ACTION

ELECTION OF PARENT ADVISORY COMMITTEE OFFICERS 2020-2021

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee (PAC) to elect officers for Program Year 2020-2021. The duties of PAC officers shall be as prescribed in the Bylaws and shall also include such other duties as may be established by the PAC that are not in conflict with these Bylaws, Article V – Officers, Section 2B: All PAC members are eligible to run for an Office/Officer position except members holding a seat. The Executive Committee must have at least three members who are parents of child/children currently enrolled in the HS/EHS Center-Based or Home-Based Option.

SECTION 3: Duties of Officers

The duties of PAC officers shall be as prescribed in these Bylaws and shall include such other duties as may be established by the PAC that are not in conflict with these Bylaws.

- A. The Chair of the PAC shall preside over all meetings of the PAC and implement all policies and programs of the PAC. The Chair shall act as the official agent of the PAC in all matters relating to the PAC, and shall be the chief spokesperson and public relations officer for the PAC. The Chair shall have the power to appoint, both in and out of the PAC, any additional positions as needed with ratification of the PAC. The Chair shall represent the PAC at the National Head Start Parent Association Conference. The Chair shall be an ex-officio member of all committees and shall represent the PAC at all Governing Board meetings, but shall adhere to the provisions of Article IV, Meetings; Section 3, as it relates to reimbursement.
- B. The Vice Chair shall serve as Chair of the PAC in the absence of the Chair, and shall have all delegated powers. The Vice Chair will assume position of Chair if seat of Chair is vacated. An election will be held for Vice Chair. Should both the Chair and Vice Chair leave office simultaneously, an election will be held at the next regularly scheduled meeting to replace both. The Secretary shall preside over the election in this event. The Vice Chair shall oversee the Parent Ambassador Committee.
- C. The Secretary shall call the roll, keep a record of the current and preceding minutes at each meeting, and record resolutions or motions adapted, as may be necessary to expedite the PAC's business. The Secretary shall oversee the Social/Hospitality Committee, and shall be a member of the Parent Ambassador Committee.

ITEM III-A – ACTION (continued)
Page 2

- D. The Treasurer shall work with staff and the PAC Secretary and keep such records, files and accounts as may be necessary to expedite PAC's business. The Treasurer shall be a member of the Social/Hospitality Committee, and the Parent Ambassador Committee.
- E. The Parliamentarian shall advise the presiding officer on matters pertaining to Parliamentary procedure and oversee the Personnel/Bylaws Committee. If the Parliamentarian sits by the Chair, he or she is not entitled to make motions, discuss motions, or vote.

RECOMMENDATION:

That the Parent Advisory Committee elect a Chair, Vice Chair, Secretary, Treasurer, and Parliamentarian.

Chair:

Vice Chair:

Secretary:

Treasurer:

Parliamentarian:

ACTION: Moved: _____ Second: _____

VOTE: Aye _____ Nay: _____ Abstain: _____

ITEM III-B– ACTION

ELECTION OF SETA-OPERATED REPRESENTATIVES AND
ALTERNATES TO THE POLICY COUNCIL FOR
PROGRAM YEAR 2020-2021

BACKGROUND:

This agenda item provides an opportunity for the PAC to elect SETA-Operated Representatives and Alternates to the Sacramento County Head Start Policy Council (PC).

The duties of Representatives include:

- ✓ Attend monthly Policy Council meetings held the fourth Tuesday of each month at 11:00 a.m. Until the COVID restrictions are lifted, the meetings will be held on Zoom. When restrictions are lifted, meetings will resume in the SETA Boardroom.
- ✓ Attend Committee meetings virtually as needed
- ✓ Report to the PAC members information received and decisions made by the Policy Council
- ✓ Policy Council Representatives must be a parent of children currently enrolled in the Head Start/Early Head Start program

PAC Bylaws referenced:

Article III – Membership, Section 3: Policy Council Members, B:

“Six (6) SOP PAC Representatives and six (6) Alternates shall be elected to the Policy Council. Representatives must be a parent of a child/children currently enrolled in the SOP Head Start program. Partner Representatives are not eligible to hold an SOP PAC Representative seat on the PC.”

In addition, refer to:

Article III – Membership, Section 5: Other Provisions, E:

“Members holding a seat (member who has not been re-elected/replaced) at the Annual PAC meeting shall not be elected to represent PAC on the PC.”

ITEM III-B – ACTION (continued)
Page 2

RECOMMENDATION:

That the Parent Advisory Committee elect six Representatives and six Alternates to the Policy Council.

| <u>Representative Nominated</u> | <u>Alternate Nominated</u> |
|---------------------------------|----------------------------|
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ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

ITEM III-C – ACTION

APPROVAL OF PARENT ADVISORY COMMITTEE AND POLICY
COUNCIL JOINT PARENT ACTIVITY

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to discuss and approve a joint parent activity with the Policy Council.

See attached information on the Parent Activity Fund.

RECOMMENDATION:

That the Parent Advisory Committee approve a joint parent activity with the Policy Council.

NOTES:

ACTION: Moved: _____ Second: _____

VOTE: Aye: _____ Nay: _____ Abstain: _____

PARENT ACTIVITY FUND

How can the parent activity fund be used?

Interpretation: Programs must be cautioned that according to federal regulations, the expenditure of grant funds solely for entertainment purposes is prohibited. Entertainment expenditures are defined as the cost of amusement, diversion, social activities, ceremonials, and incidental cost relating thereto, such as meals, lodging, transportation, and gratuities. It should be noted that the restriction on expenditures applies to activities which are solely for entertainment. Expenditures for project related purposes are allowable even though entertainment may play an incidental part in the activities. Therefore, programs are required to justify the expenditure of parent activity funds on the basis of project relatedness. For example, a visit by a parent group to a museum can be justified if parents utilize the experience to train parents in ways of providing educational activities for their children in the community. Banquets given in conjunction with parent training and seminars can be justified based on the performance standards. Once the program justifies the activity as primarily project related, with entertainment being incidental, then the related costs of lodging, transportation, refreshments, meals, etc., are also allowable.

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
 - ✓ Union Pacific Celebrating Women of the Railroad
 - ✓ Virtual Career Connection – Amazon

NOTES:

Join Mark Sander's American Job Center of Sacramento for a Virtual Career Connection

Featuring: AMAZON

March 25th, 2021 12:00PM – 1:30PM

Step 1: Find event on CalJOBS calendar and sign-up:

1. Register in www.CalJOBS.ca.gov and find Menu, Appointment Center, Events Calendar.
2. Or Current Months Events, then click on Workshop/Training.
3. Use zip code 95817 and press Filter, choose a topic.
4. Choose the date in the calendar to register.

Step 2: After CalJOBS sign up, make sure to register through Zoom link

Zoom link is in CalJOBS event registration, copy and paste Zoom link into browser, register in Zoom, and then you'll get the daily Zoom meeting ID and password.



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Amazon is an equal opportunity employer.



UNION PACIFIC CELEBRATING WOMEN AT THE RAILROAD



MARCH 19, 2021 @ 12 - 1PM CST



In honor of Women's History Month, Union Pacific is hosting a virtual recruiting event, highlighting women working in a variety of crafts at the Railroad. If you have interest in learning about career opportunities at UP, please join us for this free event!



Scan here to RSVP!

UP.jobs

ITEM IV-B – INFORMATION
POLICY COUNCIL MINUTES

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review the Policy Council minutes of the January 26, 2021 meeting.

NOTES:

SPECIAL MEETING OF THE HEAD START POLICY COUNCIL

(Minutes reflect the actual progress of the meeting.)

Meeting Held Electronically

Tuesday, January 26, 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. Wash read the thought of the day. The roll was called and a quorum was confirmed.

Members Present:

Shannon Pierce, SETA-Operated Program
Arianna Torres, SETA-Operated Program
Fienishia Wash, Home Base Option
Brenda Casillas, SETA-Operated Program
Kara Otter, San Juan USD
Charles Taylor, Past Parent/Community Representative
Henrietta Gutierrez, Past Parent/Community Representative
Donna Bonner, SETA-Operated Program (joined at 11:04 a.m.)
Jamilia Land, Women’s Civic Improvement Club (joined at 11:05 a.m.)
Becca Perez, Twin Rivers Unified School District (joined at 11:09 a.m.)

Members Absent:

Alma Leiva, Elk Grove Unified School District (unexcused)

Members to be Seated:

Kara Otter, San Juan Unified School District
Elizabeth Gutierrez, San Juan Unified School District (joined at 11:06)
Becca Perez, Twin Rivers Unified School District (joined at 11:09 a.m.)

Members to be Seated but Absent:

Jara Lindgren, Elk Grove Unified School District (excused)
Justina Olea, Elk Grove Unified School District (unexcused)
Kelly Batista, Twin Rivers Unified School District (unexcused)

II. Consent Item

A. Approval of the Minutes of the November 24, 2020 Meeting

The minutes were reviewed; no questions or corrections.

Moved/Otter, second/Bonner, to approve the minutes of the November 24, 2020 meeting.

Roll call vote:

Aye:9 (Bonner, Casillas, Land, Otter, Perez, Pierce, Taylor, Torres, Wash)

Nay: 0
Abstentions: 2 (E. Gutierrez & H. Gutierrez)
Absent: 1 (Leiva)

III. Action Items

A. Approval of Budget Modification for Head Start/Early Head Start Program Year 2019-2020 and 2020-2021

Ms. Denise Lee stated that this is the time of the year, mid-point, to look at the budget to see where we are projected to be underspent; staff has identified things that need to be done which would entail moving funds around. Board approval is required before funds could be requested to be reallocated.

There are two sources of funding projected to be underspent: the Head Start base grant and one-time COVID-19 funding. SETA received COVID funding on August 1 to purchase sanitation supplies related to addressing COVID-19; the funds became available in the 2019-2020 program year and we were able to carry over to the current fiscal year.

The funds will expire July 31, 2021 and we are encouraged to spend the funds on needed items this year. The Northview center is the only one building that is owned by SETA. There are many things in this center that need to be updated. Staff are proposing to update the center with in-class restrooms. It is important for children to be able to wash their hands frequently without actually leaving the classroom, touching many surfaces as they exit. The entire building renovation are estimated to cost around \$1.3 million but the actual bid costs are yet to be determined. Half of the funding will come from underspent COVID-19 funding and the other half will come from underspent base funding, largely from unfilled staff positions.

Ms. Land asked if there is a program targeting youth/families that are directly affected by gun violence? She is working with a family that has experienced issues with young children impacted by gun violence, especially through COVID-19. Ms. Lee reported that staff can explore some ideas and urged Ms. Land to attend the upcoming Budget/Planning Committee meetings. Staff can see if this will be a one-time program or on-going program. Ms. Lee would love to explore this idea further. SETA funds a variety of youth programs throughout the county and staff can see if there are already service providers addressing this concern. There have also been some community program grants awarded by First 5 for projects such as this. Sometimes they have funds available for parents to do outreach to certain communities.

Ms. Elizabeth Gutierrez asked that when the construction begins, will it affect the kids in the classroom? Ms. Lee stated that the construction will begin in June/July and end in December so we will likely need to continue doing remote

teaching until they can return to a new center. Families will be given an opportunity to do in-class learning at other centers or remain in distance learning.

Moved/Wash, second/Bonner, to approve a Head Start/Early Head Start budget modification in the amount of \$1,300,000 from Personnel, Fringe Benefits, Equipment, Supplies and Other to Construction from the 2019-2020 No-Cost Extension funding and the 2020-2021 Basic funding and submit the associated Preliminary 1303 Facilities Application to the Administration for Children and Families (ACF).

Roll call vote:

Aye:10 (Bonner, Casillas, E. Gutierrez, Land, Otter, Perez, Pierce, Taylor, Torres, Wash)

Nay: 0

Abstentions: 1 (H. Gutierrez)

Absent: 1 (Leiva)

B. Election of Policy Council Officers for Program Year 2020-2021

Ms. Gutierrez recommended that this item be tabled until February meeting due to lack of new representatives; we are hoping to get more representatives in the next month to consider taking on the officer positions.

Moved/Wash, second/Bonner, to continue this item to the February meeting.

Roll call vote:

Aye:10 (Bonner, Casillas, E. Gutierrez, Land, Otter, Perez, Pierce, Taylor, Torres, Wash)

Nay: 0

Abstentions: 1 (H. Gutierrez)

Absent: 1 (Leiva)

C. Election of Policy Council Community Representatives and Alternates

Ms. Gutierrez reviewed the applications received for the Community Representatives. Ms. Gutierrez withdrew her application for Past Parent to give other members an opportunity to serve.

Applications from Stephen Key and Charles Taylor for Past Parent were read by the Chair. Mr. Key and Mr. Taylor spoke of their interest in continuing to serve the Head Start program.

The application for Community Agency Representative received from Rosemary Schapira was reviewed. Ms. Schapira spoke of her interest to continue serving on the Policy Council.

Moved/Wash, second/Bonner, to approve Mr. Charles Taylor and Mr. Stephen Key as Past Parent Representatives and Ms. Rosemary Schapira as Community Agency Representative.

Roll call vote:

Aye:10 (Bonner, Casillas, E. Gutierrez, Land, Otter, Perez, Pierce, Taylor, Torres, Wash)

Nay: 0

Abstentions: 1 (H. Gutierrez)

Absent: 1 (Leiva)

IV. Information Items

A. Standing Information Items

- Fiscal Monthly Report/Corporate Card Monthly Statement of Account: Mr. Victor Han reviewed the December fiscal report for the five months; the budget is around 37% spent. This is the first year of a five-year grant so unexpended funds can be requested to carryover for other approved projects. The non-federal share is currently at 10% since the SOP numbers are not currently in. Management will be requesting a non-federal share waiver for the Head Start grant. The Training/Technical Assistance funds will be under-spent since many trainings were canceled due to COVID-19. Many of the no-cost extension upgrades were reviewed. These funds will be spent down since they must be spent by July 31st. The CARES funds were reviewed. The expenditures are low because we have not yet returned to in-person services which resulted in under expended funds. Staff and delegates are brainstorming ways to utilize the funds. The credit card statements were reviewed.
- Community Resources – Ms. Marie Desha reviewed the updated weekly resources calendar. The Virtual Resume Workshop flyer was also reviewed. Board members were urged to share information with their family and friends.

B. Governing Board Minutes for November 5, 2020: No questions.

C. Fiscal Monitoring Reports: No questions.

V. Committee Report

- Executive Committee Meeting: Ms. Gutierrez reported that a new-member orientation will be planned for the near future; we are hoping to recruit some new members. There may be one-on-one training for new members instead of group orientation.

VI. Other Reports

A. Executive Director's Report: Ms. Kathy Kossick reported that staff is working on reopening two of our job centers, Hillsdale and Franklin, on an appointment basis. We are hoping to have the centers open within the next month. Feel free to check the SETA website to locate services.

B. Head Start Deputy Director's Report: Ms. Lee welcomed the members and thanked them for their continued service. There is new funding coming including

a COLA, likely less than 2%. An application will be developed and submitted to the board for approval with implementation on August 1. The COLA is a negotiated item with SETA's union. There are also anticipated increases in the SCERS retirement package that needs to be addressed.

The SETA-operated program was hoping to open by February 1 but that will not happen. A survey was sent on January 5 to enrolled families to determine if families would return to center-based learning if available; Ms. Lee reviewed the results of the survey. Each classroom will host a maximum of 13 children once centers reopen. The survey questions included: are you currently working? If SETA reopens schools, would you allow your children to attend? What is your ZIP code? This survey assists staff to determine where the most need is and allows staff to provide services where needed in priority order. Staff received 923 responses, which is 63% of total surveys sent out. Ms. Lee reviewed the results. The two highest areas of need include South Sacramento area (Franklin/Fruitridge) and Natomas area. These two areas will be targeted when centers reopen. Families will have the option to attend a center that is not in their ZIP code area if slots are available. The survey results will be sent out to board members.

Ms. Lee stated that SETA is postponing classroom reopening for another month to ensure everyone remains safe and have staff available to work in the centers. The school districts are not on the same reopening schedule. Once SOP families are served, slots will be open to delegate parents.

Ms. Henrietta Gutierrez stated that it scares her that the shelter-in-place order was lifted and she is afraid for her children. She acknowledges that staff work diligently to ensure everyone's safety in the classroom.

Ms. Lee thanked the parents that participated in the End-of-Year Parent Appreciation event; it was different doing it virtually but it was an acknowledgement of the parents' hard work over the program year.

The Budget/Planning Committee will begin program planning for the new program year. All ideas are welcome. The meetings are every Friday, starting February 19th at 1 p.m. and everyone is welcome. This helps staff to determine the focus of funding.

- C. Chair's Report: Ms. Gutierrez thanked the Social/Hospitality Committee for their hard work on the End-of-Year Parent Appreciation event. Ms. Gutierrez also stated that she feels refreshed with our new democracy.
- D. Head Start Managers' Reports
 - ✓ Lisa Carr: Family Engagement, Home Base, Health/Oral Health, and ERSEA Services: No report.
 - ✓ Karen Griffith - School Readiness, Special Education and Mental Health Services: Ms. Griffith reviewed the results of Parent Satisfaction Survey on

- remote services. This helps us improve remote learning. Staff was very pleased that although the provision of services is different, parents showed appreciation for what was available. Ms. Casillas suggested adding a question on future surveys about whether hot spots are available and who needs it. She is using her sister's hot spot. Ms. Griffith stated that she will develop a list of companies offering low/no cost hot-spots in the community.
- ✓ Denise Lee – Quality Assurance, Food Services, Save Environments, Grants, and Contracts: No report.
 - E. Open Discussion and Comments: Ms. Elizabeth Gutierrez asked how enrollment priority into classrooms will be determined. Ms. Lee replied that San Juan USD may be doing a return to services differently than SETA, but SETA will have to do it based on its funding source priorities.
 - F. Public Participation: None.
- VII. Adjournment:** The meeting was adjourned at 12:32 p.m.

ITEM V

COMMITTEE REPORTS

V. Committee Reports

- Executive Committee Meeting Critique: 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
 - Denise Lee – Quality Assurance, Food Services, Save Environments, Grants, and Contracts

NOTES:

Children and Family Services
Monthly Program Information Report
February 2021

Center Re-Opening Update

The SETA operated program began its gradual re-opening process on March 1st, starting with the Norma Johnson Early Learning Center (ELC).

With limited capacity in each classroom, the Norma Johnson ELC re-opened with 13 preschool children and 4 toddlers. This represents full capacity for the preschool room and 50% capacity in the Early Head Start classroom under COVID-19 guidelines. In general, many EHS families are interested in remaining in distance learning for the time being. Enrollment staff have been reaching out to families enrolled at other nearby centers to see if they would like to attend in-person services at Norma Johnson ELC until their assigned center is scheduled to re-open. As future vacancies occur for in-person services, families will be called in priority order including, but not limited to, working families, high-risk circumstances, children with disabilities, 4 year-old children, three-year old children, other family needs, and families in nearby centers that are not scheduled to re-open prior to the summer. Families may elect to remain in distance learning services.

The re-opening schedule for the SETA Operated Centers is provided below. Traditional school centers not listed here are scheduled to return to in-person services on August 9th, including Alder Grove Pre-school, Bright Beginnings, Franklin, Fruitridge, Grizzly Hollow, Illa Collin, Kennedy Estates, Nedra Court, Solid Foundations and Walnut Grove.

| March 2021 | April 2021 | May 2021 | June 2021 |
|---|---|---|---|
| Norma Johnson <i>March 1st</i> | Sharon Neese <i>April 5th</i> | Marina Vista <i>May 3rd</i> | Bannon Creek Galt Parker Avenue Strizek Park <i>June 7th</i> |
| Phoenix Park <i>March 8th</i> | Bret Harte CP Huntington Capital City <i>April 8th</i> | Hiram Johnson American Legion <i>May 6th</i> | |
| 16th Avenue <i>March 15th</i> | Alder Grove Infant/Toddler <i>April 12th</i> | Freedom Park Hopkins Park <i>May 10th</i> | |
| Job Corps North Avenue <i>March 22nd</i> | Hillsdale <i>April 19th</i> | LaVerne Stewart <i>May 17th</i> | |
| Elkhorn <i>March 29th</i> | Crossroad Gardens Mather <i>April 26th</i> | Freeport <i>May 24th</i> | |

Schedule is subject to change.

Delegate Agency Re-Opening Update

While SETA's Delegate Agencies (i.e. Elk Grove USD, Sacramento City USD, San Juan USD, Twin Rivers USD and WCIC) have not yet released re-opening dates for in-person services, several have posted their projected dates as follows:

Elk Grove USD

Classes on traditional calendar, opening on **March 25th**. Classes on modified traditional calendar, opening on **April 1st**. For specific track/grade level information, please visit the www.egusd.net website.

Sacramento City USD

As early as **April 8th**. For specific grade level information, please visit the www.scusd.edu website.

San Juan USD

Two week after Sacramento County reaches the red tier. For current and up-to-date information, please visit the www.sanjuan.edu website.

Twin Rivers USD

Proposed opening scheduled for **April 6th**. For current and up-to-date information, please visit the www.twinriversusd.org website.

Women's Civic Improvement Club (WCIC)

Will remain in distance learning for the remainder of the school year.

More information will be forth coming as it is announced. Please check your specific school district's website for current and up-to-date information. Information changes rapidly and is subject change.

**For Enrollment Information, please visit us at www.headstart.seta.net.
Complete the Inquiry Form. A staff will get back to you regarding enrollment.**



COVID-19 Vaccines for Staff

While SETA is not requiring all staff to obtain a COVID-19 vaccine, the Children and Family Services Department is collaborating with the Sacramento County Public Health Office and Dignity Health to prioritize educators/child care workers as clinics release available appointments each week. The first announcement came on Tuesday, February 16th, where staff received notification of vaccines for Feb 17-19th. Weekly, various clinics have opened their appointment windows and are seeing many SETA teaching staff. Staff remain on stand-by and ready to register when they do. Documentation of staff vaccines will be kept on file once the second vaccines is received.

UPDATE FROM THE OFFICE OF HEAD START

ACF-PI-HS-21-01 - FY 2021 Head Start Funding Increase
Issued on: February 19, 2021

This Program Instruction (PI) provides information about the FY 2021 Cost of Living Adjustment (COLA), quality improvement funding for Migrant and Seasonal grantees, and the supplemental funds available to support grantees' continued response to COVID-19. It makes brief mention of the application requirements, but more details will be forthcoming.

COLA - Each grantee may apply for a COLA increase of 1.22% of the FY 2020 base funding level. Base funding excludes training and technical assistance funds and any one-time funding received during FY 2020.

COVID-19 Supplemental Funding - Each grantee may apply for a proportionate amount of the \$250 million based on their total funded enrollment. The purpose of these supplemental funds is the same as that of the CARES Act funds: to prevent, prepare for, and respond to COVID-19. Within these parameters, grantees have flexibility to determine which investments best support the needs of children and families while adhering to state and local guidance.

A full copy of the Program Instruction may be found at:

<https://hendall.createsend1.com/t/ViewEmail/i/89C1B6274716F9BB2540EF23F30FEDED/8C3E09B254D571E062AF25ACF5E3F0AC>

What This Means for SETA – SETA, along with its delegate agencies and partners, will submit a funding application for the Cost of Living Adjustment (COLA) and COVID-19 supplemental funding. The use of COLA funds may be a negotiated item for agencies/districts with a labor union. COVID-19 supplemental funds will be allocated to each agency based on funded enrollment. Both funding applications will likely be submitted with the May 1st annual refunding application. Funds will be available on August 1, 2021.

UPDATE FROM THE CDE/EARLY LEARNING AND CARE DIVISION

Email notification dated February 17, 2021

Stipend Allocation for Direct Service and Alternative Payment Contractors

In anticipation of legislation authorizing the CDE to allocate funding from the federal Consolidated Appropriations Act of 2021 and Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act, the CDE is preparing to issue a one-time stipend in the amount of \$525 per subsidized child enrolled in a Direct Service or Alternative Payment Program.

These stipends are to address costs associated with the coronavirus disease (COVID-19) pandemic, in the case of decreased enrollment or closures, and to ensure that programs are able to remain open or reopen. This communication serves to notify CDE Direct Service Programs that Child Development Management Information System (CDMIS) CDD-801A enrollment data submitted for November 2020, will be utilized to determine the number of eligible subsidized children in the program for purposes of stipend allocations. The CDE requests that all direct service and alternative payment contractors review their data submissions for November 2020 to ensure the accuracy of the information that has been provided. Additional guidance will be provided to contractors in the coming weeks.

What This Means for SETA – SETA anticipates these supplemental funds to help cover costs associated with re-opening centers and serving in-person services during the program year.

Master Plan for Early Learning and Care – Making California for All Kids

(This is a partial summary of the full Master Plan. For full details, please visit <https://www.chhs.ca.gov/home/master-plan-for-early-learning-and-care/>)

In December 2020, California published a Master Plan for early care and education outlining a roadmap to ensure all children, 8 years old and younger, have equal access to high quality childcare and support services.

From the Preamble: “When Governor Gavin Newsom took office in 2019, he challenged California to provide all children with a great start by making comprehensive improvements to the state’s early learning and care system for young children from birth through age five.

His challenge built upon existing research and recommendations, including those made by the Assembly Blue Ribbon Commission, the Lifting Children Out of Poverty Task Force, California’s Transforming the Workforce for Children Birth Through Age 8, and the Rate Reform Work Group.”

Goals Outlined in the Plan:

1 – Unify and Strengthen Programs and Services to Support Children’s Learning and Development

- Expand Equitable Access to paid Family Leave
- Strengthen Learning and Care Opportunities for Infants, Toddlers and Other Young Children
- Provide California’s Three-and-Four-Year-Olds with Access to a High-Quality Pre-school Experience
- Ensure Equitable Treatment of All Children and Eliminate Bias through Practices and Training

2 – Support Children’s Learning and Development by Enhancing Educators Competencies, Incentivizing and Funding Career Pathways, and Implementing Supportive Program Standards

- Enhance Educator Competency to Optimally Support Child Learning and Development
- Incentivize, Support and Fund Career Pathways
- Implement Supportive Program Standards

3 – Unify Funding to Advance Equity and Opportunity

- Adopt a Tiered Reimbursement Rate with Appropriate Adjustments
- Design a Sliding Scale for Family Contributions

4 – Streamline Early Childhood Governance and Administration to Improve Equity

- Remove Barriers to Service by Providing Streamlined Eligibility
- Create and Integrated Data System
- Redesign Continuous Improvement Structures
- Establish a System of Shared Services Networks to Support Sustainability
- Expand Supply of Early Learning and Care Facilities

Master Plan strategies, action steps and cost analysis can be found in the full plan, located at <https://www.chhs.ca.gov/home/master-plan-for-early-learning-and-care/>.

“The Master Plan for Early Learning and Care answers Governor Newsom’s call for a California For All Kids, embracing and enhancing decades of work done by researchers, policymakers, practitioners and advocates to provide a roadmap for building a truly equitable, comprehensive early learning and care system that will elevate the state and stand as a model for the nation.”

SPECIAL EDUCATION REPORT

Sacramento County Head Start/Early Head Start

February 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 | 201 | 11% | 589 | 98 | 17% |
| Twin Rivers USD | 140 | 42 | 30% | 40 | 2 | 5% |
| Elk Grove USD | 440 | 40 | 9% | | | |
| Sac City USD | 736 | 38 | 5% | | | |
| San Juan USD | 1052 | 84 | 8% | 160 | 9 | 6% |
| WCIC | 120 | 6 | 5% | | | |
| EHS CCP | | | | 80 | 21 | 26% |
| COUNTY TOTAL | 4244 | 411 | 10% | 869 | 130 | 15% |

AFE: Annual Funded Enrollment

SETA Head Start

End of Month Enrollment

HEAD START Reporting Date: 2/26/2021

SETA Head Start

| | Actual Enrollment | Drops within 30 Days | Total Enrollment for Month |
|------------------------------|-------------------|----------------------|----------------------------|
| * 16th Avenue | | | |
| Head Start Totals: | 38 | 0 | 38 |
| * Bret Harte | | | |
| Head Start Totals: | 19 | 1 | 20 |
| * Capital City | | | |
| Head Start Totals: | 20 | 0 | 20 |
| * CP Huntington | | | |
| Head Start Totals: | 22 | 0 | 22 |
| * Crossroads Gardens | | | |
| Head Start Totals: | 64 | 1 | 65 |
| * Elkhorn | | | |
| Head Start Totals: | 64 | 2 | 66 |
| * Freedom Park | | | |
| Head Start Totals: | 36 | 1 | 37 |
| * Freeport | | | |
| Head Start Totals: | 19 | 0 | 19 |
| * Hillsdale | | | |
| Head Start Totals: | 46 | 0 | 46 |
| * Hopkins Park | | | |
| Head Start Totals: | 32 | 0 | 32 |
| * Job Corps | | | |
| Head Start Totals: | 20 | 0 | 20 |
| * LaVerne Stewart | | | |
| Head Start Totals: | 15 | 0 | 15 |
| * Marina Vista | | | |
| Head Start Totals: | 56 | 0 | 56 |
| * Mather | | | |
| Head Start Totals: | 104 | 3 | 107 |
| * Norma Johnson | | | |
| Head Start Totals: | 56 | 1 | 57 |
| * North Avenue | | | |
| Head Start Totals: | 72 | 0 | 72 |
| * Northview | | | |
| Head Start Totals: | 86 | 1 | 87 |
| * Phoenix Park | | | |
| Head Start Totals: | 41 | 0 | 41 |
| * Sharon Neese Center | | | |
| Head Start Totals: | 61 | 0 | 61 |
| Alder Grove ELC | | | |
| Head Start Totals: | 20 | 0 | 20 |
| Bannon Creek | | | |
| Head Start Totals: | 45 | 1 | 46 |
| Bright Beginnings | | | |
| Head Start Totals: | 18 | 0 | 18 |

| | | | |
|--------------------------------|--------------|-----------|--------------|
| Franklin | | | |
| Head Start Totals: | 17 | 0 | 17 |
| Fruitridge | | | |
| Head Start Totals: | 20 | 0 | 20 |
| Galt | | | |
| Head Start Totals: | 80 | 1 | 81 |
| Grizzly Hollow | | | |
| Head Start Totals: | 41 | 0 | 41 |
| Home Base | | | |
| Head Start Totals: | 130 | 2 | 132 |
| Illa Collin | | | |
| Head Start Totals: | 15 | 0 | 15 |
| Kennedy Estates | | | |
| Head Start Totals: | 10 | 0 | 10 |
| Nedra Court | | | |
| Head Start Totals: | 24 | 0 | 24 |
| Parker | | | |
| Head Start Totals: | 12 | 0 | 12 |
| Solid Foundation | | | |
| Head Start Totals: | 20 | 0 | 20 |
| Strizek Park | | | |
| Head Start Totals: | 27 | 0 | 27 |
| Walnut Grove | | | |
| Head Start Totals: | 27 | 0 | 27 |
| SETA Head Start Totals: | 1,377 | 14 | 1,391 |

SETA Head Start

End of Month Enrollment

Early Head Start Reporting Date: 2/26/2021

SETA Head Start

| | Actual Enrollment | Drops within 30 days | Total Enrolled for Month |
|---|-------------------|----------------------|--------------------------|
| * Alder Grove I/T | | | |
| Early Head Start Totals: | 9 | 1 | 10 |
| * American Legion | | | |
| Early Head Start Totals: | 12 | 0 | 12 |
| * Bret Harte | | | |
| Early Head Start Totals: | 8 | 0 | 8 |
| * Capital City | | | |
| Early Head Start Totals: | 14 | 0 | 14 |
| * CP Huntington | | | |
| Early Head Start Totals: | 8 | 0 | 8 |
| * Crossroads Gardens | | | |
| Early Head Start Totals: | 11 | 2 | 13 |
| * Elkhorn | | | |
| Early Head Start Totals: | 15 | 0 | 15 |
| * Freedom Park | | | |
| Early Head Start Totals: | 9 | 0 | 9 |
| * Hillsdale | | | |
| Early Head Start Totals: | 5 | 0 | 5 |
| * Hiram Johnson | | | |
| Early Head Start Totals: | 18 | 3 | 21 |
| * Job Corps | | | |
| Early Head Start Totals: | 15 | 0 | 15 |
| * Marina Vista | | | |
| Early Head Start Totals: | 7 | 1 | 8 |
| * Mather | | | |
| Early Head Start Totals: | 14 | 2 | 16 |
| * Norma Johnson | | | |
| Early Head Start Totals: | 6 | 1 | 7 |
| * North Avenue | | | |
| Early Head Start Totals: | 8 | 1 | 9 |
| * Northview | | | |
| Early Head Start Totals: | 6 | 1 | 7 |
| * Phoenix Park | | | |
| Early Head Start Totals: | 8 | 1 | 9 |
| EHS Home Base | | | |
| Early Head Start Totals: | 175 | 13 | 188 |
| River Oak - EHS - Home-Based | | | |
| Early Head Start Totals: | 73 | 2 | 75 |
| SCOE-Early Head Start-Home-Based | | | |
| Early Head Start Totals: | 72 | 1 | 73 |
| SETA Head Start Totals: | 493 | 29 | 522 |

SETA Head Start

End of Month Enrollment

EHS -CCP Reporting Date: 2/26/2021

SETA Head Start

| | Actual Enrollment | Drops within 30 days | Total Enrolled |
|--------------------------------|-------------------|----------------------|----------------|
| * 16th Avenue | | | |
| Early Head Start Totals: | 15 | 1 | 16 |
| * Hopkins Park | | | |
| Early Head Start Totals: | 7 | 1 | 8 |
| * Sharon Neese Center | | | |
| Early Head Start Totals: | 20 | 1 | 21 |
| Galt | | | |
| Early Head Start Totals: | 14 | 5 | 19 |
| Grizzly Hollow | | | |
| Early Head Start Totals: | 9 | 1 | 10 |
| SETA Head Start Totals: | 65 | 9 | 74 |

ITEM VII – DISCUSSION

BACKGROUND:

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

NOTES:

ITEM VIII – PUBLIC PARTICIPATION

BACKGROUND:

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

NOTES: