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County of Sacramento

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THOUGHT OF THE DAY: " I am not a product of my circumstances. I am a product of my decisions."

Author: Stephen Covey

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

DATE: Tuesday, October 18, 2016

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: THURSDAY, OCTOBER 13, 2016

Parent Advisory Committee meeting hosted by:
Terri McMillin (Chair), Kenneth Tate (Vice Chair), Vacant (Secretary),
Penelope Scott (Treasurer), Natalie Craig (Parliamentarian).

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, Auberry Park Head Start
- ___ Vacant, Bannon Creek Head Start
- ___ Vacant, Crossroad Gardens Head Start
- ___ Vacant, Early Head Start (Home Base)
- ___ **Yesenia Rodriguez, Elkhorn Head Start**
- ___ Vacant, Freedom Park Head Start
- ___ Vacant, Fruitridge Head Start
- ___ Vacant, Galt Head Start
- ___ Vacant, Grizzly Hollow
- ___ Vacant, Hillsdale Head Start
- ___ Vacant, Home Based Head Start
- ___ Vacant, Home Base
- ___ **Thelma Adams, 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
- ___ **Natalie Craig, Northview Head Start**
- ___ Vacant, Parker Head Start
- ___ Vacant, Phoenix Park Head Start
- ___ Vacant, River Oak Center for Children
- ___ Vacant, Sharon Neese Early Learning Center
- ___ Vacant, Solid Foundation Head Start
- ___ Vacant, Strizek Park Head Start
- ___ Vacant, Vineland Head Start
- ___ Vacant, Walnut Grove Head Start
- ___ Vacant, Foster Parent Representative
- ___ **Penelope Scott, Grandparent Rep.**
- ___ **Calvin Sheppard, Men's Activities Affecting Children Committee Representative**
- ___ **Kenneth Tate, Past Parent/Community Representative**
- ___ **Terri McMillin, Past Parent/Community Representative**
- ___ Vacant, Outgoing Chair

ITEM I-A – ROLL CALL
(Continued)

Program Year 2015-2016 - New Representatives to be seated

<input type="checkbox"/> Vacant, Alder Grove I Head Start
<input type="checkbox"/> Vacant, Bannon Creek Head Start
<input type="checkbox"/> Vacant, Crossroad Gardens Head Start
<input type="checkbox"/> Vacant, Freedom Park Head Start
<input type="checkbox"/> Vacant, Fruitridge Head Start
<input type="checkbox"/> Vacant, Galt Head Start
<input type="checkbox"/> Vacant, Grizzly Hollow Head Start
<input type="checkbox"/> Vacant, Hillsdale Head Start
<input type="checkbox"/> Vacant, Illa Collin Head Start
<input type="checkbox"/> Vacant, Job Corps 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 Beginnings

<input type="checkbox"/> Vacant, Marina Vista Early Learning Center
<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, Parker Head Start
<input type="checkbox"/> Vacant, Phoenix Park Head Start
<input type="checkbox"/> Vacant, River Oak Center for Children
<input type="checkbox"/> Vacant, Solid Foundation Head Start
<input type="checkbox"/> Vacant, Strizek Park Head Start
<input type="checkbox"/> Vacant, Walnut Grove Head Start
<input type="checkbox"/> Vacant, Foster Parent Rep
<input type="checkbox"/> Vacant, Foster Parent Rep
<input type="checkbox"/> Vacant, Early Head Start (Home Base)
<input type="checkbox"/> Vacant, Home Base

ITEM I – B

PAC MEETING ATTENDANCE UPDATE

**The PAC was seated on November 17, 2015 & December 15, 2015
PARENT ADVISORY COMMITTEE MEETING ATTENDANCE PROGRAM
YEAR 2015-2016**

COMMITTEE MEMBER	CENTER	11/17	12/15		1/19	2/23 **	3/15	4/26 #	5/17	6/21	7/19	8/16	9/20	10/18	11/15
Vacant Seated	AG I														
Vacant Seated	AG II														
Vacant Seated	AP														
Vacant Seated	BC														
Vacant Seated	CR														
Vacant Seated	EHS/HB														
Yesenia Rodriguez Seated 11/17	EL	X	AP		X		X	X	X	X	X	X	X		
Vacant Seated	FP														
Vacant Seated	FT														
Vacant Seated															
Vacant Seated	GH														
Vacant Seated	H														
Stacey Webster Seated 11/17	HB	X	X		X		U	X	X	E	X	X	U		
Vacant Seated	HB														
Vacant Seated	IC														
Thelma Adams Seated 3/15	HP						X	X	X	U	X	X	X		
Vacant Seated	JC														
Vacant Seated	JC														
Vacant Seated	K														
Vacant Seated	LVS														
Vacant Seated	MCBB														
Vacant Seated	MV														
Vacant Seated	M														
Vacant Seated															
Vacant Seated	NC														
Vacant Seated	NJ														
Natalie Craig Seated 11/17	NV	X	E		X		X	X	X	E	X	X	X		
Vacant Seated	PA														
Vacant Seated	PP														
Emily Duarte Seated 7/19	RO										U	E	U		

COMMITTEE MEMBER	CENTER	11/17	12/15		1/19	2/23 **	3/15	4/26 #	5/17	6/21	7/19	8/16	9/20	10/18	11/15
Vacant	SF														
Vacant Seated	SN														
Todd Woods Seated	SP														
Vacant Seated	V														
Vacant Seated	WG														
Vacant Seated	FPR														
Calvin Sheppard Seated 4/26	MAACC							X	X	E	X	U	X		
Vacant Seated	OGC														
Penelope Scott Seated 11/17	GPR	X	X		X		X	X	X	X	X	X	X		
Kenneth Tate Seated 11/17	PPR	X	X		X		X	X	X	X	X	X	X		
Terri McMillin Seated 11/17	PPR	X	X		X		X	X	X	X	X	X	X		

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

1. First, call your Alternate(s) to see if they can attend in your place;
2. Second, call Head Start Social Services/Parent Involvement Coordinator, Ms. Marie Desha, at 263-4082; and
3. Third, please call the PAC Chair, Ms. Terri McMillin, at 646-6707 or 747-6224, or the Clerk of the Boards, Ms. Nancy Hogan, at 263-3827.

**** Ethics training with Policy Council**

Special meeting

PARENT ADVISORY COMMITTEE - MEETING ATTENDANCE UPDATE
PROGRAM YEAR 2015-2016
(Continued)

Head Start Center Abbreviations

AG I	Alder Grove Early Learning Ctr.	K:	Kennedy Estates
AG II:	Alder Grove Infant/Toddler	LVS:	LaVerne Stewart
AP:	Auberry Park	MV	Marina Vista Early Learning Center
BC:	Bannon Creek	M:	Mather
BB:	Bright Beginnings	MCBB	Marie Cleveland's Bright Beginnings
CR:	Crossroad Gardens	NJ:	Norma Johnson
EHS:	Early Head Start	NA:	North Avenue
EL:	Elkhorn	NC:	Nedra Court
FP:	Freedom Park	NA	North Avenue
FT:	Fruitridge	NV:	Northview
G:	Galt	PA:	Parker Avenue
GH:	Grizzly Hollow	PP:	Phoenix Park
H:	Hillsdale	RO:	River Oak
HB:	Home Based	SF:	Solid Foundation
HP:	Hopkins Park	SN:	Sharon Neese
IC:	Illa Collin	SP:	Strizek Park
JC:	Job Corps	V:	Vineland
		WG:	Walnut Grove

Representative Abbreviations

FPR:	Foster Parent Representative
GPR:	Grandparent Representative
MAACC:	Men's Activities Affecting Children Committee
OGC:	Out Going Chair
PPR:	Past Parent Representative

Attendance Record Abbreviations

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

ITEM II-A – CONSENT

APPROVAL OF MINUTES OF THE SEPTEMBER 20, 2016
REGULAR MEETING

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review and approve the minutes of the September 20, 2016 PAC meeting.

RECOMMENDATION:

Approve the minutes of the September 20, 2016 PAC 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., Suite 100
Sacramento, CA 95815

Tuesday, September 20, 2016
9:00 a.m.

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

Ms. Terri McMillin called the PAC meeting to order at 9:01 a.m. and read the thought of the day. The Pledge of Allegiance was recited. Ms. McMillin called the roll; a quorum was established.

Members Present:

Calvin Sheppard
Natalie Craig
Kenneth Tate
Terri McMillin
Penelope Scott
Yesenia Rodriguez (arrived at 9:03 a.m.)
Thelma Adams (seated at 9:40 a.m.)

Members Absent:

Stacey Webster (unexcused)

Member to be seated:

Emily Duarte, River Oak Center for Children (unexcused)

II. Consent Item

A. Approval of the Minutes of the August 16, 2016 Regular Meeting

Minutes were reviewed; no questions or corrections.

Moved/Tate, second/Scott, to approve the August 16, 2016 minutes.

Show of hands vote:

Aye: 5 (Craig, Rodriguez, Scott, Sheppard, Tate)

Nay: 0

Abstentions: 1 (McMillin)

Absent: 2 (Adams and Webster)

III. Action Item

A. TIMED ITEM 9:00 A.M. AND PUBLIC HEARING: Final Reading and Approval of Modifications to the Bylaws of the SETA-Operated Head Start/Early Head Start Parent Advisory Committee

Ms. McMillin reviewed this item; there was no additional public testimony.

Moved/Craig, second/Tate, to close the public hearing and approve the amendments to the PAC bylaws as presented.

Show of hands vote:

Aye: 5 (Craig, Rodriguez, Scott, Sheppard, Tate)

Nay: 0

Abstentions: 1 (McMillin)

Absent: 2 (Adams and Webster)

IV. Information Items

A. Presentation: Jamie Gerigk, WEAVE Sacramento

Ms. Alma Walton Hawkins introduced Ms. Jamie Gerigk, Director of Counseling and Outreach at WEAVE. This organization is the primary provider of services for victims of sexual assault and rape crisis.

Ms. Gerigk reported that WEAVE began in 1975 with three domestic violence survivors establishing the first domestic violence shelter in California. They also provide shelter for male domestic violence survivors. Their services are available to all at no charge.

Ms. McMillin and Mr. Tate presented Ms. Gerigk with a certificate of appreciation.

Ms. Thelma Adams was seated at 9:40 a.m.

B. Presentation on Changes to Immunization Laws for Children

Ms. Martha Cisneros provided parents with information to gain a better understanding of recent changes to immunization laws for children. Additionally, the information provided also covered disease rates, local health efforts, and licensing requirements.

C. Standing Information Items

- PC/PAC Calendar of Events: Ms. McMillin reviewed the calendar of events.
- Parent/Staff Recognitions: None.
- Fiscal Monthly Report/Corporate Card Monthly Statement of Account – Ms. D’et Saurbourne reviewed the fiscal expenditures for the month ending August 31. This is the first month of the fiscal year. Numbers are very low since there is little data to report. Ms. Saurbourne explained two large expenditures for workers compensation; the cost was adjusted in the current year rather than us receiving a huge bill at the end of the calendar year. After the actual payroll is audited at the end of the year, the actual amount will be known and there may either be a refund or we will be billed again. The workers compensation adjustment was due

to the reclassification of certain positions which in turn created the increase in workers compensation billing.

- Toastmasters Training – Ms. McMillin there were no speeches at the last Toastmasters training; they focused on body language and ‘how to work the room.’ There will be two more trainings.
 - Child Care Center Food Menu: No questions.
 - Community Resources – Parents/Staff: None.
 - Sacramento Fairytale Town Play Summit Report(s): Ms. Thelma Adams reported that they did activities with blocks. It was a really great event.
 - SETA’s Central Kitchen Field Trip Report(s): Ms. Natalie Craig reported on the field trip. She saw the new vans recently purchased. She toured the kitchen and saw how the food for kids with special diets was prepared. Mr. Tate enjoyed the kitchen tour; the kitchen is spotless.
- D. Governing Board Minutes: July 7, 2016: No comments.

V. Committee Reports

- Executive Committee Meeting Critique: Ms. Craig reviewed the Executive Committee critique.
- Budget/Planning Committee: Mr. Tate reported on the most recent meeting held on September 13.
- Personnel/Bylaws Committee: Mr. Tate stated that since the bylaws were approved they are in effect. There will be an upcoming meeting to discuss term limits. There will be a PC/PAC Executive and Bylaws Committee meeting on September 30 at 10:30 a.m.
- Social/Hospitality Committee: Ms. McMillin reported that committee members had a wonderful shopping trip and are very excited for October 14 event. Committee members recently decided on plaques and wording.
- Men’s Activities Affecting Children Committee (MAACC): The last meeting was the BBQ. Mr. Tate reported that their last meeting was July; they discussed a workshop for child support and planned the August 26 BBQ at McClatchy Park. Everyone had an excellent time and the food was great. Their next meeting will be Friday, September 23 at 10:30 a.m. Mr. Tate and Ms. Scott expressed appreciation for Mr. Bob Silva and how much they appreciated his support of the parents and their kids.
- Parent Ambassador Committee: Ms. Craig reported that she and Ms. Robin Blanks attended the annual Rio Linda/Elverta County Fair on Saturday. They walked around and got quite a few families signed up for Head Start.

VI. Other Reports

- Chair’s Report: Ms. McMillin welcome and thanked Ms. Kimberly Mulhern and Ms. Emma Casebolt from North Avenue. Copies of a handout for 2017 CHSA conference were distributed. The conference will be in Sacramento January 9-13, 2017 at the Hyatt Convention Center. Volunteers to work at this event are being

sought; the positions were listed in the flyer. Mr. Tate has been invited to do the welcome speech at the CHSA.

- Policy Council Report(s): Ms. Craig reported that the PC had a presentation on family engagement.
- Head Start Deputy Director's Report: No report.
- Head Start Managers' Reports
 - Lisa Carr - Family Engagement, Home Base, and ERSEA Services: No report.
 - Robyn Caruso - Program Support, Quality Assurance, and EHS-CCP services: Ms. Caruso reviewed the results from fourth quarter unannounced visits. The visits took place over the summer and included SOP and Sac City only. The QA report was reviewed; Twin Rivers and WCIC had lower compliance (70% compliance); Twin Rivers staff is working to correct an issue identified in the report. WCIC is in transition as well. They have six classes in their own program; any incidence in their classroom looks dramatic; in this incident, it was one issue. The problem was reported to the director and resolved.
 - ✓ Quality Assurance Report for the SETA-Operated Program
 - Martha Cisneros - Health, Nutrition and Safe Environments Services: Ms. Cisneros reviewed the Food Services Report; they recently reopened the Mather kitchen. The reopening of the Mather kitchen will ease the food preparation from the central kitchen.
 - Karen Griffith - School Readiness, Special Education and Mental Health Services: No report.

VII. Center Updates Ms. Rodriguez stated that her site will have a fall festival with a pumpkin patch. She is interested in having pictures for the parents; a professional photographer was suggested. Ms. Desha will follow up on this.

VIII. Discussion: None.

IX. Public Participation: None:

X. Adjournment: The meeting was adjourned at 11:30 a.m.

ITEM III-A – ACTION

**TIMED ITEM 9:00 A.M. AND PUBLIC HEARING: FIRST READING OF
MODIFICATIONS TO THE BYLAWS OF THE SETA OPERATED HEAD
START/EARLY HEAD START PARENT ADVISORY COMMITTEE**

BACKGROUND:

The Personnel/Bylaws Committee and the PC/PAC Executive Committee met recently to review and recommend revisions to the Bylaws of the SETA Operated Head Start/Early Head Start Parent Advisory Committee.

Additions are indicated by **green italic type**, deletions are indicated by **orange strikethrough**.

RECOMMENDATION:

Hear any public testimony, and take action to close the public hearing and approve the amendments to the PAC Bylaws as attached.

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

BYLAWS

FOR THE

SETA HEAD START/EARLY HEAD START

PARENT ADVISORY COMMITTEE

PAC First Reading: 10/18/16
PAC Final Approval:

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**BYLAWS
FOR THE SETA HEAD START/EARLY HEAD START PARENT
ADVISORY COMMITTEE**

Article I

Name

This committee shall be named the SETA Head Start/Early Head Start Parent Advisory Committee, hereinafter referred to as the PAC. Head Start and Early Head Start shall be referred to as HS and EHS.

SECTION 1: Definition of Parents

Parents

Head Start parent means a Head Start child's mother or father, other family member who is a primary care giver, foster parent, guardian or the person with whom the child has been placed for purposes of adoption pending a final adoption decree [in accordance with the Head Start Performance Standards, 45CFR 1306.3(h)]. All future reference of parents will be defined as such.

Article II

Purpose, Powers, and Functions

SECTION 1: Purpose

The purpose of the PAC shall be to promote the objectives of the HS/EHS Child Development Program of the SETA Grantee Operated Head Start Program (referred to as SOP), State of California, as established by the Federal Economic Opportunity Act of 1964, as amended. The purpose of the PAC shall include, but not necessarily be limited to:

- A. Serve as a link between public and private organizations, the Grantee Policy Council, and the community it serves.
- B. Have the opportunity to initiate suggestions and ideas for program improvements and to receive a report on action taken by the administering agency with regard to its recommendations.
- C. Plan, coordinate, and organize activities for parents involved in the SOP with the assistance of staff, and ensure funds that are set aside from program budgets are used to support parent activities.

- D. Assist in communicating with parents and encourage their participation in the SOP to ensure that they understand their rights, responsibilities and opportunities in HS and EHS.
- E. Assist in recruiting volunteer services from parents, community residents, and community organizations, and assist in the mobilization of community resources to meet identified needs.
- F. Administer the Parent Activity funds for the SOP.

SECTION 2: Powers, Duties, and Functions

The PAC shall exercise all such powers, duties, and functions as granted to it, by the Policy Council.

- A. Individual members, shall not engage in any activities or assume any such powers, duties or functions that are contrary to or in conflict with state and federal law or applicable administrative regulations specifically including, but not limited to, the guidelines, regulations, or policies established by the Federal Department of Health and Human Services (DHHS), and the Administration for Children, and Families (ACF), SETA and the goals and objectives of the HS/EHS Program.
- B. The functions of the PAC, in partnership with staff and all other persons responsible, are as follows:
 - 1. Development and operation of all program content areas, including curriculum in the SOP.
 - 2. Assisting in carrying out SOP classroom activities.
 - 3. Planning, conducting, and participating in all programs and activities for SOP parents and staff.
 - 4. Participating in recruitment and screening of SOP employees (this function is contingent upon annual delegation from the Policy Council).
 - 5. Planning, developing, and ratifying the SOP Budget prior to final approval by the Policy Council (in reference to the Policy Council Bylaws).
 - 6. PAC reimbursements for reasonable expenses incurred by members conducting PAC business

Article III

Membership

SECTION 1: Election of Members

As outlined in Article III, Section 2, the PAC shall consist of elected voting representatives from SOP HS/EHS Early Learning center classrooms, SOP Home Base, EHS/Home Base Options, and Community Representatives (~~Past Parents, Grandparent, Foster Parent~~), elected by the PAC. The Outgoing PAC Chair shall have a reserved seat.

The Male Involvement Representative shall be elected by the SOP Men's Activities Affecting Children Committee (MAACC).

SECTION 2: Members

The membership of the PAC shall consist of:

A. SOP Parent Representatives

Parent Representatives must be a parent of a child/children currently enrolled in the SOP Head Start program.

1. One (1) voting Representative elected per HS/EHS SOP center.
2. Two (2) voting Representatives elected from the SOP Home Base Program.
3. One (1) voting Representative elected from the SOP EHS/Home Base Program.

B. Partner Representatives

4. One (1) voting Representative elected from EHS Partnership (River Oak)
5. One (1) voting Representative elected from EHS Partnership (SCOE)
6. One (1) voting Representative elected per EHS Child Care Partnership Provider (non-delegate agency)

C. Community Representatives

Additional PAC members will include:

1. ~~Two (2)~~ **Four (4)** voting Community Representatives ~~referred to as Past Parent Representatives~~ shall be elected by the outgoing PAC. Representative may be elected by the current PAC if the outgoing PAC has been dissolved. ~~The Past Parent elected to the PAC may not have a child/children currently enrolled in the~~

~~HS/EHS program.~~ **These Representatives may or may not be a current parent.** Community members desiring to be reappointed must reapply for membership on a yearly basis. There will be two **four (4)** Alternates for ~~Past Parents~~ **Community Representatives.**

2. 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.
3. One (1) voting Male Involvement Representative (MIR) shall be elected by the SETA Operated Program Representative from Men's Activities Affecting Children Committee (MAACC) to sit on the committee. The Representative must be elected from the SOP MIRs or their Alternates based upon a recommendation from the SOP MIRs. This Representative may or may not be a current parent.

~~4. One (1) voting Foster Parent Representative selected by the outgoing PAC. Representative may be elected by the current PAC if the outgoing PAC has been dissolved. The Foster Parents elected to the PAC must have a child/children currently or previously enrolled in the SOP HS/EHS Program. A Foster Parent desiring to be reappointed must reapply for membership on a yearly basis. There will be one Alternate for the Foster Parent Representative position.~~

~~5. One (1) voting Grandparent Representative elected by the Outgoing PAC. Representative may be elected by the current PAC if the outgoing PAC has been dissolved. The Grandparent elected to the PAC must have a child/children currently or previously enrolled in the SOP HS/EHS program. A Grandparent desiring to be reappointed must reapply for membership on a yearly basis. There will be one Alternate for the Grandparent Representative position.~~

SECTION 3: Policy Council Members

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.

SECTION 4: Alternates

Each SETA HS/EHS center holding membership on the PAC shall have a minimum of one Alternate. The Alternate(s) shall be elected in the same manner as the center Representative.

- A. Upon recognition of his or her status by the PAC Chair, an Alternate may be seated as a voting member of the PAC during the temporary absence of the elected Representative for whom he or she serves as an Alternate. However, an Alternate may not hold an office.

1. A Representative missing two (2) consecutive regular meetings without an excused absence or missing a total of three (3) meetings

(regular/special, excused or unexcused) will automatically be removed and replaced by the Alternate.

2. The Alternate who attends meetings on behalf of an absent Representative will be recorded as Alternate Present (AP). An Alternate's AP attendance will not count as "present" for the Representative.
 3. In the event an Alternate does not cast a vote during the program year, Alternate will not have served as a PAC Representative and term is not counted.
- B. Alternates are encouraged to attend meetings of the PAC on the same regular basis as members. However, the Alternate will not receive a reimbursement if the Alternate is not replacing the Representative.
 - C. Should the Representative member be unable to fulfill their term of office, the first Alternate shall automatically serve in that capacity with all rights and privileges.
 - D. Alternates are excluded from attending the following conferences: The National Head Start Association (NHSA) Parent Training Conference, the Region IX Head Start Association Annual Conference/Training, and the California Head Start Association (CHSA) Conference.

SECTION 5: Other Provisions

- A. By a two-thirds (2/3) vote of members present and voting, the PAC may establish and select additional voting members who shall serve as community members of the PAC.
- B. At least 51% of the voting membership of the PAC shall consist of parents whose children are currently enrolled in the program.
- C. Additional members may be added to ensure all program center options are proportionally represented on the PAC.
- D. No SETA HS/EHS or Delegate Agency staff (or member of their immediate families) shall serve on the PAC except parents who occasionally substitute for regular HS or EHS staff. Occasional subbing is defined as once a week and/or not to exceed four (4) consecutive days in a month.
- 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.
- F. Members who currently have a child/children currently enrolled in the HS/EHS program shall be eligible for election to represent the PAC on PC.

SECTION 6: California Head Start Association (CHSA) Representative/Alternate

If requested by CHSA, one Representative and one Alternate shall be elected by the PAC to serve as the Parent Representative to the California Head Start Association. Representative/Alternate must be a current parent. This is a two (2) year term limit.

SECTION 7: Term of Office

- A. The term of each member shall be for one (1) program year, and said person may not serve more than ~~three (3)~~ **five (5)** program years **with the exception of Community Representatives who have not previously been on the PC, Policy Committee, or the Parent Advisory Committee. Such Community Representatives are limited to three (3) program years.** During the term of office, present members (and Alternates) shall serve in that capacity until one of the following situations occur: the Representative's voluntary termination; a new Representative from the center/program they currently represent is seated; the Representative is removed per Section 6A; or the Representative is termed out. Until such occurrence, Representatives must continue to represent the center or agency they were chosen to represent.

SECTION 8: Attendance

It is each center Representative's responsibility to attend all PAC meetings and parent center meetings on a regular basis. If a member is unable to attend any PAC meeting, that member must notify: the Alternate and the Social Services/Parent Involvement (SS/PI) Coordinator, PAC Chair or the Clerk of the Boards.

- A. **Absences:**
Any member or Alternate missing two (2) consecutive meetings without an excused absence or missing a total of three (3) meetings (regular or special) excused/unexcused will be automatically removed. An excused absence shall include but not be limited to sickness or death in the family. A member requesting an excused absence must call prior to the meeting: the Alternate, if the Alternate is known, and the SS/PI Coordinator, PAC Chair or the Clerk of the Boards.
- B. **Reinstatement:**
The Representative or agency/group may request that a member who has been removed due to absences be reinstated in the event the Alternate declines. This request must be in writing and submitted to the Chair and SS/PI Coordinator within ten (10) calendar days. It is the final decision of the PAC Executive Committee whether any Representative shall be reinstated.
- C. **PAC Business:**
Members conducting PAC business and not at the PAC meeting, shall be neither present nor absent, but rather identified as PAC.

- D. **Punctuality:**
Members arriving more than 15 minutes after the regular scheduled meeting or committee meeting start time will not receive a reimbursement unless approved by the Chair or SS/PI Coordinator.

Members are expected to stay throughout the duration of the meeting. The Secretary will keep track of representative's arrival time and notify the Clerk of the Boards accordingly.

- E. **Quorum:**
For purposes of transacting the business of the PAC at any annual, regular, special, or emergency meeting, a quorum of the PAC shall be 51% of the current membership. A majority of the quorum must be current parents.

SECTION 9: Removal

A PAC Representative may be removed by two-thirds (2/3) vote of all members present and voting whenever, in the judgment of the committee, the best interest would be served. Action to remove a member must be on the agenda.

Article IV

Meetings

SECTION 1: Meetings

The PAC shall hold annual, regular, and special meetings.

A. **Annual Meeting**

The annual meeting of the PAC shall be held in November of each year.

B. **Regular Meetings**

Regular meetings of the PAC shall be held on the third Tuesday of each month at 9:00 a.m. at the Administrative Office Board Room, unless notice is otherwise provided.

C. **Special Meetings**

Special meetings of the PAC may be called at anytime by the SETA Governing Board, SETA PC, SETA Executive Director, Children and Family Services Deputy Director, PAC Chair, or upon petition by at least a majority of the members of the PAC.

SECTION 2: Meeting Notice

Meeting notices shall include an agenda for the next meeting and PAC members shall

be provided with the minutes of the preceding (annual, regular, special or emergency) meeting notification as indicated below:

A. **Annual and Regular Meetings**

Notice of annual and regular meeting of the PAC shall be in writing and provided to all members of the PAC and posted at least seventy-two (72) hours in advance of the meeting as required by the Ralph M. Brown Act. Staff shall endeavor to postmark such notice at least five (5) calendar days prior to the meeting, but failure to do so shall not preclude action, provided that the notice requirements of the Ralph M. Brown Act have been satisfied.

B. **Special Meetings**

Members of the PAC must be notified in writing of special meetings not less than twenty four (24) hours prior to any special meeting. Staff shall endeavor to provide such notice at least seventy two (72) hours prior to any special meeting, but failure to do so shall not preclude action, provided that the notice requirements of the Ralph M. Brown Act have been satisfied. No other business or discussion may be transacted or entertained at a special meeting of the PAC, excepting that business and/or discussion for which the special meeting was called.

C. **Emergency Meetings**

The PAC may hold emergency meetings as defined in the Ralph M. Brown Act without complying with the notice provisions of either Section 2A or Section 2B of this Article IV, provided that the PAC determines that an emergency situation as defined by the Ralph M. Brown Act exists.

D. **Committee Meetings**

Members of the PAC must be notified in writing of committee meetings. Notice of regularly scheduled meetings shall be provided in compliance with section 2A and 2B, above, shall be delivered personally, or by mail, and shall be received at least twenty-four (24) hours before the time of such meeting as specified in the notice.

Any member missing two (2) consecutive committee meetings without an excused absence or missing a total of three (3) meetings excused/ unexcused will be removed from that committee. An excused absence shall include but not be limited to sickness, death in the family, or conducting PAC business. A member requesting an excused absence must call the PAC Chair, SS/PI Coordinator or the Clerk of the Boards and request an excused absence prior to the meeting.

E. **Mailing Address**

1. Notices to all meetings of the PAC shall be in writing and delivered

personally, or by mail, to the PAC members' address, as recorded in the PAC records. Representatives, Alternates, and Community members shall be personally responsible for the accuracy of mailing address.

2. Updated contact information should be submitted to the SS/PI Coordinator or Clerk of the Boards within ten (10) calendar days of change.

SECTION 3: Meeting Reimbursement

Each PAC member will receive reimbursement for reasonable expenses. This amount is determined by the Head Start Division according to the PAC Reimbursement Policies and Procedures.

Parents are not to bring small children to the meetings. If small children are present, member will be reimbursed for mileage/transportation only.

- A. Members will receive reimbursement for the actual cost of child care (not to exceed \$30 in a 24-hour day, when attending conferences, workshops, trainings, orientation, Parent Leadership Institute or participation in the Agency hiring process) to be in alignment with PC/PAC Reimbursement Policies and Procedures. Additionally, mileage/transportation will be provided for attending required meetings/obligations listed below:
 1. PAC (regular, annual, emergency and special meetings)
 2. Interview/screening/exam panels
 3. Standing Committee meetings (Budget/Planning, Personnel/Bylaws, Executive, Social/Hospitality, Parent Ambassador)
 4. Office of Head Start (OHS) Monitoring Protocol Training/Review (reimbursement for training received after completion of first review – Monitoring/Evaluation Committee) and Program Self Assessment
 5. Program Area Committees
 6. Health Services Advisory Committee (HSAC)
 7. Ad Hoc (special) Committee Meetings
 8. Governing Board meetings (only applies to the Chair or an Executive Officer in the absence of the Chair)
 9. Food Services Committee
 11. Workforce Investment Board and Committee Meetings (only applies to the Chair or an Executive Officer in the absence of the Chair.)
- B. Member/Alternates who are a spouse or significant other will not each receive reimbursement.
- C. Members will receive only one reimbursement per day, regardless of the number of meetings attended. Only members of said committee will be reimbursed for attending meetings. A lunch reimbursement or meal will be provided if a meeting or meetings exceed four (4) hours.

SECTION 4: Rules of Procedures

- A. The PAC shall conduct all meetings, regular, annual, special, or emergency in

conformance with the Ralph M. Brown Act, California Government Code, Section 54950, et. seq.

- B. Except as specifically provided herein, Roberts Rules of Order¹ shall govern procedures in all meetings of the PAC. (A loaner copy of the Robert's Rules of Order is available upon request.) Notwithstanding any contrary provision contained in these bylaws or Roberts Rule of Order, if a special meeting is called because a regular meeting has been canceled or because a quorum is unavailable at a regular meeting, any matter properly considered at a regular meeting may be considered at the special meeting, provided that all notice, quorum and meeting requirements of this Article IV regarding special meetings have been met.

SECTION 5: Nominations/Elections

PAC members or candidates must be present to be nominated or elected. However, if PAC member is absent due to PAC business, the member may be nominated or elected.

SECTION 6: Voting

Each PAC member has one vote which cannot be cast by proxy. In the event of a conflict of interest, affected members shall, consistent with the California Political Reform Act, disclose the existence of the conflict and shall neither participate in the deliberations regarding, nor vote on, the matter. Actions of the PAC may be taken only by a majority vote of all the members of the PAC, provided that any abstentions shall be counted as votes with the majority of those members actually voting. If a member has not voted because of disqualification due to a conflict of interest, that fact shall be noted in the minutes, and his/her vote shall not be recorded either as an affirmative vote, a negative vote or an abstention.

Article V

Officers

SECTION 1: Officers

The officers of the PAC shall be the Chair, Vice Chair, Secretary, Treasurer, and Parliamentarian.

SECTION 2: Election and Term of Office

- A. Officers of the PAC shall be elected at the next regularly scheduled meeting following the annual PAC meeting by a plurality vote of the PAC members present and voting, providing a quorum is present. Officers shall take office immediately following the election.

¹Robert's Rules of Order: *Simplified and Applied*, 2nd ed., Copyright 2001.

- B. 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, Home Base Option.
- C. No member shall hold more than one (1) office at a time, and no member shall be eligible to serve more than two (2) terms in the same office.

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.
- 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.

SECTION 4: Vacancy

In the event an officer is unable to perform his/her duties, including failure to learn and/or comply with the rules governing PAC (Bylaws, Brown Act, Robert's Rules of Order), or failure to act in the best interest of the committee; the PAC Chair shall appoint an interim officer until the officer returns to duty or is replaced at the next regularly scheduled meeting. The appointment must be made from among the membership of the PAC.

- A. In the event of a vacancy in the position of Chair, the Vice Chair becomes Chair until the next regular election in December.
- B. In the event of a vacancy in any other office, an election shall take place at the next regular, annual or special meeting of the PAC.

Article VI

Committees

The quorum of the PAC shall be 51% of the committee membership. Membership is determined by the selection of the PAC. A majority (51%) of the quorum must be current parents. No committee meeting shall have a majority of PAC members present without proper public notice. Reference page Article III, Membership, Section 6, Attendance, A. Absences, for Standing and Program Area Committee meeting attendance.

Any member missing two (2) consecutive committee meetings without an excused absence or missing a total of three (3) meetings excused/unexcused will be removed from that committee. An excused absence shall include but not be limited to sickness, death in the family, or conducting PAC business. A member requesting an excused absence must call the PAC Chair, SS/PI Coordinator or Clerk of the Boards and request an excused absence prior to the meeting.

SECTION 1: Standing Committees

There is, hereby, created standing committees of the PAC. The following are standing committees: Executive, Budget/Planning, Personnel/Bylaws, Social/Hospitality, and Parent Ambassador.

A. Executive Committee

The Executive Committee shall be comprised of all elected officers (per Article V of these By-laws). The Executive Committee shall perform the powers, duties, and functions of the PAC in emergency situations when the PAC cannot be convened or quorum cannot be obtained and such other powers, duties, and functions, as deemed necessary, be established by the PAC. The meeting may be called by the PAC Chair, the Children and Family Services Deputy Director, the SETA Executive Director, or the SETA Governing Board. The committee

shall report to the full PAC, in writing, all actions for ratification at the next meeting.

B. **Budget/Planning Committee**

Budget/Planning Committee shall be comprised of the Treasurer and other Representatives who shall be selected by the PAC promptly after each annual meeting. This Committee shall review all HS/EHS budgets and modifications for the HS/EHS funding year and submit their review to the full PAC for approval. It is recommended that all HS/EHS budget modifications and amendments be approved by the PAC prior to Policy Council approval. A monthly fiscal report shall be provided to the full PAC on the fiscal status of the HS/EHS budget. It shall be the duty of this committee to oversee the expenditures of the PAC and to report the acquired and expended amount of money to the full PAC.

C. **Personnel/Bylaws Committee**

The Personnel/Bylaws Committee shall be comprised of the Parliamentarian and Representatives. They shall be selected by the PAC promptly after each annual meeting. It shall be the duty of this committee to deal with all personnel matters and recommend any changes in Bylaws to the full PAC.

D. **Social/Hospitality Committee**

The Social/Hospitality Committee shall be comprised of the Secretary, Treasurer and Representatives selected by the PAC promptly after each annual meeting. The primary duty of this committee shall be to report to the full PAC all social activities.

E. **Parent Ambassador Committee**

The Parent Ambassador Committee shall be composed of the Vice Chair, who shall oversee the Committee, and the Secretary, Treasurer, former parents and other members who shall be selected after each annual meeting of the PAC. Former parents who no longer serve on the PAC shall receive reimbursement for participation for one (1) program year. The duty of this committee shall be to promote all PAC trainings/events, and Head Start children activities. It shall be the sole duty of this Committee to report the expenditures of funds to the PAC monthly.

SECTION 2: Program Area Committees

There is hereby created Program Area Committees of the PAC. The following are Program Areas: Early Childhood Development and Health Services, Parent, Family and Community Engagement, Monitoring and Evaluation.

- ♦ **Early Childhood Development and Health Services Committee** shall be comprised of one (1) staff and representatives who shall plan and review the Early Childhood Development and Health Services program content area and participate in curriculum/instruction and health and safety.

- ♦ **Parent, Family and Community Engagement Committee** shall be comprised of one (1) staff and Representatives who shall plan and review the Parent, Family and Community Engagement Committee program area.
- ♦ **The Men’s Activities Affecting Children Committee (MAACC)** shall be comprised of one (1) staff and Representatives who shall plan and review the Male Involvement program.
- ♦ **The Monitoring and Evaluation Committee** shall be comprised of one (1) staff and the Committee of the Whole who shall plan, review and oversee program.
- ♦ **The Food Services Committee** shall be comprised of one (1) staff and Representatives who shall plan, review and oversee program food service.

PAC Representatives shall select at least two (2) Program Area committees to serve on as described above. Special circumstances may be excused by the Chair.

SECTION 3: Special Committees

When necessary to carry on the work of the PAC, other committees, such as Ad Hoc (special committees), shall be appointed by the Chair. Such committee must have a purpose and time frame for committee appointment. All elected committee meeting members attending approved special committee meetings will receive the standard reimbursement.

A report will be provided to the full PAC.

Article VII

Reports

SECTION 1: Reports

The following reports shall be provided to the PAC monthly. The purpose of reports is to maintain control of program quality and program accountability:

- ✓ Fiscal Reports (Budget Reports)
- ✓ Corporate Card Statement of Accounts (Credit Card Expense Report)
- ✓ USDA Meal/Snacks Report - Child and Adult Care Food Program (CACFP) Report SOP
- ✓ Program Information Summaries (Monthly Head Start Report)
- ✓ Sacramento County HS/EHS Program Enrollment Report (Enrollment Report)

Article VIII

Bylaws Amendment

These Bylaws may be amended by a two-thirds (2/3) vote of the membership of the PAC present and voting, providing that:

- A. There is a quorum present.
- B. All proposals to amend these Bylaws be submitted in open session at a regular, annual or special meeting of the PAC. Proposals to amend these Bylaws must originate at least four full calendar weeks prior to the final voting and acceptance or rejection of the proposals.
- C. Written notice of the intention to amend these Bylaws be forwarded to members of the PAC at least five (5) calendar days prior to the regular, annual or special meeting when voting is to take place.
- D. The notice of intention to vote upon amendments shall include the specific Articles, Sections, or Sub-Sections to be voting upon, and further, that the specific language of the amendments and/or alterations be included in the notice of intention to amend.
- E. No voting on Bylaws amendments may take place except at a regular, annual or special meeting of the PAC.

PAC approved

ITEM IV-A – INFORMATION

STANDING INFORMATION

BACKGROUND:

- A. Standing Information Items
 - PC/PAC Calendar of Events – Ms. Terri McMillin
 - Parent/Staff Recognitions – Ms. Terri McMillin
 - Fiscal Monthly Report/Corporate Card Monthly Statement of Account – Ms. D'et Saurbourne
 - End of Year Parent Brunch Report(s)
 - Toastmasters Training – Ms. Terri McMillin
 - Child Care Center Food Menu (attached)
 - Community Resources – Parents/Staff: Ms. Terri McMillin

NOTES:


EVENT

DATE

PC/PAC Toastmasters Training	Friday, November 4, 2016 11:30 a.m. Shasta Room
PC/PAC Budget/Planning Committee	Tuesday, November 8, 2016 1:00 p.m. Oak Room
PC/PAC Parent Ambassador Committee	Friday, November 11, 2016 1:00 p.m. Olympus Room
PAC Executive Committee	Friday, November 18, 2016 9:00 a.m. Olympus Room
PC Executive Committee	Thursday, December 1, 2016 9:00 a.m. Olympus Room

Canceled - Veterans Day Holiday

November 2016

Mon	Tue	Wed	Thu	Fri
Upcoming Meetings: ✓ PC Executive Committee, Thursday, December 1, 2016 9:00 a.m. , Olympus Room ✓ PC/PAC Meet & Greet, Friday, December 2, 2016 9:00 a.m. – 10:30 a.m. , Sequoia Room			3	4 11:30 a.m. – 12:30 p.m. Toastmasters Shasta Room
7	8 1:00 p.m. PC/PAC Budget Planning Oak Room 9:00 a.m. Elk Grove PC Meeting Prairie Pre-K 2 5251 Valley Hi Drive Sacramento 95823	9	10	11 Office closed in observance of Veterans' Day 
14	15 9:00 a.m.: PAC Annual Meeting SETA Board Room	16 5:15 p.m. WCIC PC Meeting 3555 3rd Avenue Sacramento 95817	17 8:30 a.m. Twin Rivers PC Meeting 155 Morey Avenue Sacramento 95838 9:00 a.m. Sacramento City PC Meeting Capital City Multipurpose Room, 7220 24th Street Sacramento 95823 9:00 a.m. San Juan PC Meeting 1500 Dom Way Sacramento 95864	18 9:00 a.m. PAC Executive Committee Olympus Room
21	22 9:00 a.m.: PC Annual Meeting SETA Board Room	23	24 Office closed: Thanksgiving Holiday	25 Office closed: Thanksgiving Holiday

SETA HEAD START MENU

October 2016

Monday

3	Breakfast Week 5
Milk	
Pancakes	
Pears	
<u>Lunch</u>	
Milk	
Apricots	
Chicken Patty	
Coleslaw Salad	
Whole Wheat Bun	
<u>Snack</u>	
Pineapple, tidbits	
Yogurt, Raspberry	

Tuesday

4	Breakfast Week 5
Milk	
Apple, fresh	
Cheerios, Whole Grain Cereal	
<u>Lunch</u>	
Milk	
Refried Beans	
Strawberries, fresh or	
Tangerine, fresh or	
Tomato Salsa	
Tortilla, Whole Wheat	
<u>Snack</u>	
Milk	
Multi Grain Flakes Cereal	

Wednesday

5	Breakfast Week 5
Milk	
Whole Wheat Bisquit	
Peaches	
<u>Lunch</u>	
Milk	
Cantaloupe, fresh	
Whole Grain Buns	
Potato Salad	
Turkey Sliced	
<u>Snack</u>	
Banana, fresh	
Crackers, Lemon Dinosaur	

Thursday

6	Breakfast Week 5
Milk	
Oatmeal Cereal	
Pineapple, tidbits	
Raisins	
<u>Lunch</u>	
Milk	
Apricots	
Romaine Lettuce Salad	
Spaghetti Casserole	
<u>Snack</u>	
Bean Dip	
Tortilla, Whole Wheat	

Friday

7	Breakfast Week 5
Milk	
Muffin Loaves	
Oranges, fresh	
<u>Lunch</u>	
Milk	
Banana, fresh	
Broccoli, fresh	
Chicken Salad	
Crackers, Wheat Thins	
<u>Snack</u>	
Apple, fresh	
Cheese Sticks	

10	Breakfast Week 4
Milk	
Apple, fresh	
Brown Rice Krispies Cereal	
<u>Lunch</u>	
Milk	
Beef, Hamburger	
Corn	
Oranges, fresh	
Whole Wheat Bun	
<u>Snack</u>	
Crackers, Cheese-It	
Peaches	

11	Breakfast Week 4
Milk	
Pineapple, tidbits	
Whole Wheat Bagel	
<u>Lunch</u>	
Milk	
Apricots	
Beans Refried	
Broccoli, fresh	
Tortilla, Whole Wheat	
<u>Snack</u>	
Milk	
Cheerios, Whole Grain Cereal	

12	Breakfast Week 4
Milk	
Banana, fresh	
Oatmeal Cereal	
<u>Lunch</u>	
Milk	
Cheese Enchilada with Sauce	
Romaine Lettuce Salad	
Oranges, fresh	
<u>Snack</u>	
Hummus	
Vegetable Stick Melody	

13	Breakfast Week 4
Milk	
Apricots	
French Toast Sticks	
<u>Lunch</u>	
Milk	
Coleslaw Salad	
Mangoes	
Tortilla, Whole Wheat	
Turkey & Cheese Roll Up	
<u>Snack</u>	
Banana, fresh	
Yogurt, Strawberry Banana	

14	Breakfast Week 4
Milk	
Apple, fresh	
Muffin, Blueberry	
<u>Lunch</u>	
Milk	
Cantaloupe, fresh	
Carrot, fresh	
Crackers, Wheat Thins	
Tuna Salad	
<u>Snack</u>	
Milk	
Crackers, Goldfish	

17	Breakfast Week 3
Milk	
Cheerios Cereal	
Oranges, fresh	
<u>Lunch</u>	
Milk	
Apple, fresh	
Green Peas	
Macaroni & Cheese	
Watermelon, fresh or	
<u>Snack</u>	
Crackers, Wheat Thins	
Pears	

18	Breakfast Week 3
Milk	
Applesauce	
Waffles, sticks	
<u>Lunch</u>	
Milk	
Beef Ravioli	
Spinach Salad	
Whole Grain Buns	
Oranges, fresh	
<u>Snack</u>	
Apple, fresh	
Sun Butter	

19	Breakfast Week 3
Milk	
Whole Wheat Bisquit	
Peaches	
<u>Lunch</u>	
Milk	
Beans Refried	
Cantaloupe, fresh	
Tomato, diced	
Tortilla, Whole Wheat	
<u>Snack</u>	
Whole Grain Buns	
Turkey Sliced	

20	Breakfast Week 3
Milk	
Banana, fresh	
Whole Wheat Bagel	
<u>Lunch</u>	
Milk	
Whole Wheat Bread	
Carrot, fresh	
Strawberries, fresh or	
Tangerine, fresh or	
Turkey Sliced	
<u>Snack</u>	
Cottage Cheese	
Pineapple, tidbits	

21	Breakfast Week 3
Milk	
Muffin, Banana	
Oranges, fresh	
<u>Lunch</u>	
Milk	
Apricots	
Swiss American Cheese	
Tortilla, Whole Wheat	
Zucchini sticks	
<u>Snack</u>	
Milk	
Crackers, Lemon Dinosaur	

24	Breakfast Week 2
Milk	
Apple, fresh	
Multi Grain Flakes Cereal	
<u>Lunch</u>	
Milk	
Apricots	
BBQ Beef Burger	
Mixed Vegetables	
Whole Wheat Bun	
<u>Snack</u>	
Oranges, fresh	
Yogurt, Strawberry Banana	

25	Breakfast Week 2
Milk	
French Toast Sticks	
Pears	
<u>Lunch</u>	
Milk	
Apple, fresh	
Chicken Drumsticks	
Macaroni Salad	
Tomato, fresh	
Watermelon, fresh or	
<u>Snack</u>	
Milk	
Brown Rice Krispies Cereal	

26	Breakfast Week 2
Milk	
Oatmeal Cereal	
Pineapple, tidbits	
Raisins	
<u>Lunch</u>	
Milk	
Beans Refried	
Coleslaw Salad	
Strawberries, fresh or	
Tangerine, fresh or	
Tortilla, Whole Wheat	
<u>Snack</u>	
String Cheese	
Peaches	

27	Breakfast Week 2
Milk	
Banana, fresh	
Crispix Cereal	
<u>Lunch</u>	
Milk	
BBQ Beef Brisket	
Carrot, fresh	
Oranges, fresh	
Whole Grain Mini Hoagie Roll	
<u>Snack</u>	
Milk	
Crackers, Goldfish	

28	Breakfast Week 2
Milk	
Apple, fresh	
Muffin Loaves	
<u>Lunch</u>	
Milk	
Whole Wheat Bread	
Broccoli, fresh	
Cantaloupe, fresh	
Turkey Sliced	
<u>Snack</u>	
Cheese Quesadilla	

31	Breakfast Week 1
Milk	
Pancakes	
Pears	
<u>Lunch</u>	
Milk	
Cauliflower, fresh	
Lemon Pepper Chicken	
Oranges, fresh	
Tortilla, Whole Wheat	
<u>Snack</u>	
Cottage Cheese	
Crackers, Cheese-It	

SETA HEAD START MENU

Octubre 2016

Lunes

3	<u>Desayuno Week 5</u>
Leche	
Jotqueis	
Pera	
<u>Comida</u>	
Leche	
Chabacano	
Torta de Pollo	
Ensalada de Col	
Pan de Trigo Integral	
<u>Bocadillo</u>	
Piña Machacada	
Yogur de Frambuesa	

Martes

4	<u>Desayuno Week 5</u>
Leche	
Manzana	
Cereal Cheerios de Grano Integ	
<u>Comida</u>	
Leche	
Frijoles Refritos	
Fresa	
Tanjarina o	
Salsa de Jitomate	
Tortilla de Trigo Integral	
<u>Bocadillo</u>	
Leche	
Ojuelas de Cereal Multigrano	

Miércoles

5	<u>Desayuno Week 5</u>
Leche	
Bizcocho de Trigo Integral	
Durazno	
<u>Comida</u>	
Leche	
Melón	
Pan de Grano Integral	
Ensalada de Papa	
Rebanada de Pavo	
<u>Bocadillo</u>	
Plátano Fresco	
Dinosaurios de Galleta de Limón	

Jueves

6	<u>Desayuno Week 5</u>
Leche	
Avena	
Piña Machacada	
Pasas	
<u>Comida</u>	
Leche	
Chabacano	
Ensalada de Lechuga Romana	
Espagueti Horneado	
<u>Bocadillo</u>	
Puré de Frijoles	
Tortilla de Trigo Integral	

Viernes

7	<u>Desayuno Week 5</u>
Leche	
Mollete	
Naranja	
<u>Comida</u>	
Leche	
Plátano Fresco	
Brócoli	
Ensalada de Pollo	
Galletas de Trigo Integral	
<u>Bocadillo</u>	
Manzana	
Barita de Queso	

10	<u>Desayuno Week 4</u>
Leche	
Manzana	
Cereal Integral Rice Krispies	
<u>Comida</u>	
Leche	
Hamburguesa de Res	
Elote	
Naranja	
Pan de Trigo Integral	
<u>Bocadillo</u>	
Galletas Cheese-It	
Durazno	

11	<u>Desayuno Week 4</u>
Leche	
Piña Machacada	
Bagel de Trigo Integral	
<u>Comida</u>	
Leche	
Chabacano	
Frijoles Refritos	
Brócoli	
Tortilla de Trigo Integral	
<u>Bocadillo</u>	
Leche	
Cereal Cheerios de Grano Inte	

12	<u>Desayuno Week 4</u>
Leche	
Plátano Fresco	
Avena	
<u>Comida</u>	
Leche	
Enchilada de Queso con Salsa	
Ensalada de Lechuga Romana	
Naranja	
<u>Bocadillo</u>	
Puré de Garbanzo	
Varitas de Verduras Melody	

13	<u>Desayuno Week 4</u>
Leche	
Chabacano	
Baritas de Pan Francés Tostad	
<u>Comida</u>	
Leche	
Ensalada de Col	
Mango	
Tortilla de Trigo Integral	
Rollo de Pavo y Queso	
<u>Bocadillo</u>	
Plátano Fresco	
Yogur de Fresa y Plátano	

14	<u>Desayuno Week 4</u>
Leche	
Manzana	
Mollete con Arándanos Azules	
<u>Comida</u>	
Leche	
Melón	
Zanahoria	
Galletas de Trigo Integral	
Ensalada de Atún	
<u>Bocadillo</u>	
Leche	
Pescados Dorados de Galleta	

17	<u>Desayuno Week 3</u>
Leche	
Cereal Cheerios	
Naranja	
<u>Comida</u>	
Leche	
Manzana	
Chicharos	
Macarrón y Queso	
Sandía Fresca o	
<u>Bocadillo</u>	
Galletas de Trigo Integral	
Pera	

18	<u>Breakfast Week 3</u>
Milk	
Applesauce	
Waffles, sticks	
<u>Lunch</u>	
Milk	
Beef Ravioli	
Spinach Salad	
Whole Grain Buns	
Oranges, fresh	
<u>Snack</u>	
Apple, fresh	
Sun Butter	

19	<u>Breakfast Week 3</u>
Milk	
Whole Wheat Bisquit	
Peaches	
<u>Lunch</u>	
Milk	
Beans Refried	
Cantaloupe, fresh	
Tomato, diced	
Tortilla, Whole Wheat	
<u>Snack</u>	
Whole Grain Buns	
Turkey Sliced	

20	<u>Breakfast Week 3</u>
Milk	
Banana, fresh	
Whole Wheat Bagel	
<u>Lunch</u>	
Milk	
Whole Wheat Bread	
Carrot, fresh	
Strawberries, fresh or	
Tangerine, fresh or	
Turkey Sliced	
<u>Snack</u>	
Cottage Cheese	
Pineapple, tidbits	

21	<u>Breakfast Week 3</u>
Milk	
Muffin, Banana	
Oranges, fresh	
<u>Lunch</u>	
Milk	
Apricots	
Swiss American Cheese	
Tortilla, Whole Wheat	
Zucchini sticks	
<u>Snack</u>	
Milk	
Crackers, Lemon Dinosaur	

24	<u>Desayuno Week 2</u>
Leche	
Manzana	
Ojuelas de Cereal Multigrano	
<u>Comida</u>	
Leche	
Chabacano	
Hamburguesa de Res	
Verduras Mixtas	
Pan de Trigo Integral	
<u>Bocadillo</u>	
Naranja	
Yogur de Fresa y Plátano	

25	<u>Desayuno Week 2</u>
Leche	
Baritas de Pan Francés Tostad	
Pera	
<u>Comida</u>	
Leche	
Manzana	
Pierna de Pollo	
Ensalada de Macarrón	
Jitomate Fresco	
Sandía Fresca o	
<u>Bocadillo</u>	
Leche	
Cereal Integral Rice Krispies	

26	<u>Desayuno Week 2</u>
Leche	
Avena	
Piña Machacada	
Pasas	
<u>Comida</u>	
Leche	
Frijoles Refritos	
Ensalada de Col	
Fresa	
Tanjarina o	
Tortilla de Trigo Integral	
<u>Bocadillo</u>	
Hilos de Queso	
Durazno	

27	<u>Desayuno Week 2</u>
Leche	
Plátano Fresco	
Cereal Crispix	
<u>Comida</u>	
Leche	
Pecho de Res Asado	
Zanahoria	
Naranja	
Mini Panecillo de Grano Entero	
<u>Bocadillo</u>	
Leche	
Pescados Dorados de Galleta	

28	<u>Desayuno Week 2</u>
Leche	
Manzana	
Mollete	
<u>Comida</u>	
Leche	
Pan de Trigo Integral	
Brócoli	
Melón	
Rebanada de Pavo	
<u>Bocadillo</u>	
Quesadilla	

31	<u>Desayuno Week 1</u>
Leche	
Jotqueis	
Pera	
<u>Comida</u>	
Leche	
Coliflor	
Pollo con Limón y Pimienta	
Naranja	
Tortilla de Trigo Integral	
<u>Bocadillo</u>	
Requesón	
Galletas Cheese-It	

ITEM IV-D - INFORMATION

GOVERNING BOARD MINUTES

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review the attached Governing Board minutes of the July 7, 2016 meeting.

NOTES:

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

Minutes/Synopsis

(Minutes reflect the actual progression of the meeting.)

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

Thursday, July 7, 2016
10:00 a.m.

- I. **Call to Order/Roll Call/Pledge of Allegiance**: Ms. Scherman called the meeting to order at 10:25 a.m. Mr. Nottoli led the board in the Pledge of Allegiance. The roll was called and a quorum established.

Members Present:

Sophia Scherman, Chair, Governing Board; Public Representative
Patrick Kennedy, Member, Board of Supervisors
Don Nottoli, Member, Board of Supervisors

Members Absent:

Jay Schenirer, Vice Chair, Governing Board; Councilmember, City of Sacramento
Allen Warren, Councilmember, City of Sacramento

- ➔ Recognition of long-term employees
➤ **Mohsen Ghahremani, Workforce Development Professional III**: Ms. Julie Davis-Jaffe recognized Mr. Ghahremani for his 25 years of service at SETA.

II. **Consent Items**

- A. Minutes of the June 2, 2016 Special Board Meeting
- B. Approval of Claims and Warrants
- C. Approval to Add Rancho Cordova Training Center to SETA's Vendor Services (VS) List
- D. Ratification of the Submission of the Application for Discretionary Targeted Assistance Grant Funds to Serve Refugee Women and Underemployed Refugees, PY 2016-2019, and Authorize the Executive Director to Execute the Agreement/Modifications and any Other Documents Required by the Funding Source
- E. Ratification of the Submission of an Application to the AARP Foundation for Continuation Funding of the Back to Work 50+ Program and Authorize the Executive Director to Execute the Agreement/Modifications and any other Documents Required by the Funding Source

The consent items were reviewed; no questions or comments.

Moved/Nottoli, second/Kennedy, to approve the consent items as follows:

- A. Approve the June 2, 2016 minutes
- B. Approve the claims and warrants for the period 5/26/16 through 6/28/16.
- C. Approve the recommendation to add Rancho Cordova Training Center to SETA's VS List.
- D. Ratify the submission of the application for Targeted Assistance Discretionary (TAD) Grant funds to the California Department of Social Services—Refugee Programs Bureau (RPB) to serve newly arrived refugee women and underemployed refugees who, for compelling reasons, have been unable to achieve economic self-sufficiency, PY2016-2019. – and -
Authorize the Executive Director to execute the agreement, including modifications, and any other documents required by the funding source.
- E. Ratify the submission of the continuation application for \$50,000 to The AARP Foundation for the Back to Work 50+ Program. – and -
- F. Authorize the Executive Director to execute the agreement, including modifications and any other documents required by the funding source.

Roll Call Vote:

Aye: 3 (Nottoli, Kennedy, Scherman)

Nay: 0

Abstentions: 0

Absent: 2: (Schenirer and Warren)

III. Action Items

A. GENERAL ADMINISTRATION/SETA

1. Approval of Labor Agreements

Ms. Kossick offered to answer questions; there were no questions.

Moved/Kennedy, second/Nottoli, to approve the labor agreements effective July 1, 2016 to June 30, 2018.

Roll Call Vote:

Aye: 3 (Nottoli, Kennedy, Scherman)

Nay: 0

Abstentions: 0

Absent: 2: (Schenirer and Warren)

2. Approval of 2016-17 Compensation Recommendations for Unrepresented Confidential and Management Personnel and the Personnel Resolution Covering Unrepresented Employees

Ms. Kossick offered to answer questions; there were no questions.

Moved/Nottoli, second/Kennedy, to approve the report on 2016-17 compensation recommendations for unrepresented confidential and exempt management

employees on the effective dates given in the report and approve the Personnel Resolution Covering Unrepresented Employees effective July 7, 2016.

Roll Call Vote:

Aye: 3 (Nottoli, Kennedy, Scherman)

Nay: 0

Abstentions: 0

Absent: 2: (Schenirer and Warren)

B. WORKFORCE DEVELOPMENT DEPARTMENT

Refugee Services: None.

One Stop Services: None.

Community Services Block Grant

1. Approval of Community Services Block Grant (CSBG) Funding Augmentation Recommendations for Program Year 2016

Ms. Julie Davis-Jaffe reviewed the funding augmentation recommendations. All Safety Net service providers will be receiving funding with these augmented funds.

Moved/Kennedy, second/Nottoli, to approve the staff funding augmentation recommendations for the CSBG Program Year 2016 as follows:

1. My Sister's House - \$8,000 in CSBG funds to serve an additional 9 households.
2. WIND Youth Services - \$20,381 (includes \$17,000 in CSBG Discretionary funds) to serve 318 households.
3. Elk Grove Food Bank Services - \$20,000 in CSBG funds to serve 333 households.
4. Direct Client Emergency Services - \$69,951 in CSBG funds to serve 1,400 households through the Sacramento Works America's Job Centers.

Roll Call Vote:

Aye: 3 (Nottoli, Kennedy, Scherman)

Nay: 0

Abstentions: 0

Absent: 2: (Schenirer and Warren)

C. CHILDREN AND FAMILY SERVICES

1. Approval to Accept Funding from the Sacramento County of Education for the Quality Rating Improvement System (QRIS)

Ms. Denise Lee stated that this helps to provide professional development opportunities. All funds are state funds with the exception of "Race to the Top". Staff is planning to utilize the funds as enhancements to the classroom and professional development classes.

Moved/Nottoli, second/Kennedy, to approve SETA to accept current funding in the amount of \$110,500 and future funding from Sacramento County Office of Education for the Quality Rating and Improvement System/Raising Quality Together Program.

Roll Call Vote:

Aye: 3 (Nottoli, Kennedy, Scherman)

Nay: 0

Abstentions: 0

Absent: 2: (Schenirer and Warren)

IV. Information Items

- A. Fiscal Monitoring Reports: No questions.
- B. Employer Success Stories and Activity Report: No additional report.
- C. Dislocated Worker Update: No additional report.
- D. Unemployment Update/Press Release from the Employment Development Department: No additional report.
- E. Head Start Reports: No additional report.

V. Reports to the Board

- A. Chair: No report.
- B. Executive Director: Ms. Kossick thanked board members for coming in today. Ms. Kossick introduced the new Human Resources Manager Allison Noren.
- C. Deputy Directors: No report.
- D. Counsel: No report.
- E. Members of the Board: No report.
- F. Public: No report.

VI. CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code Section 54956.9, (subdivision (b)):

Two Potential Cases

CLOSED SESSION: CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Pursuant to Government Code Section 54956.8.

The Governing Board may discuss negotiations concerning the following property(ies) and person(s):

Address: 444 N. 3rd Street, Sacramento

Agency Negotiator: Kathy Kossick
Negotiating Party: Ravel Rasmussen Properties and Separovich/Domich
Real Estate Development
Under Negotiation: Price and Terms of Payment

Address: 925 Del Paso Boulevard, Sacramento
Agency Negotiator: Kathy Kossick
Negotiating Party: McCuen Acoma Street Investors, LP
Under Negotiation: Price and Terms of Payment

The board went into closed session at 10:55 a.m. Ms. Scherman called the meeting back to order at 11:16 a.m. and stated that there was no report out of closed session.

VII. Adjournment: The meeting was adjourned at 11:16 a.m.

ITEM V – COMMITTEE REPORTS

COMMITTEE REPORTS

➤ Executive Committee

Critique of the September 20, 2016 Parent Advisory Committee meeting.

GOOD!!!
Thank you Ms. Robyn Caruso for sitting in for Ms. Denise Lee.
Thank you Ms. Martha Cisneros for the immunization presentation and going above and beyond showing Head Start data.
Thank you Ms. Jamie Gerigk for the insightful presentation regarding WEAVE's resources and services.
Thank you Ms. Emma Casebolt and Ms. Kimberly Mulhern for attending the PAC meeting and your interest (Kimberly) in becoming a PAC rep.
Thank you to Ms. Terri McMillin, PAC Chair, for a well-facilitated meeting.
NEEDS IMPROVEMENT
ATTENDANCE. Please make every effort to attend board meetings and committee meetings.
If you will be late or will not attend the PAC board meetings, please call or e-mail Terri McMillin, Chair, Marie Desha, or Nancy Hogan.
REMINDERS
Please be on time and be seated by 8:50 a.m.
Please turn off <u>all</u> electronic devices.
No eating in the Board room.
Please remember to use point of privilege and be recognized by the Chair before leaving your seat.

➤ Budget/Planning Committee

➤ Personnel/Bylaws Committee

ITEM V – COMMITTEE REPORTS (continued)
Page 2

➤ Social/Hospitality Committee

➤ Men’s Activities Affecting Children Committee

➤ Parent Ambassadors Committee

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. Natalie Craig, Ms. Thelma Adams, Ms. Penelope Scott
- Head Start Deputy Director's Report – Ms. Denise Lee
 - Program Information Report
- Head Start Managers' Reports
 - Lisa Carr - Family Engagement, Home Base, and ERSEA Services
 - Robyn Caruso - Program Support, Quality Assurance, and EHS-CCP services
 - Martha Cisneros - Health, Nutrition and Safe Environments Services
 - Karen Griffith - School Readiness, Special Education and Mental Health Services

NOTES:

SETA Head Start/Early Head Start

Monthly Program Enrollment Report for School Year 2015 to 2016

Period: September 2016

Part Day Classes						
Center Name	Funded Enrollment	Total Days	Present Only		Present/Excused	
			ADA	% ADA	ADA	%ADA
Mather	80	20	54	68%	69	86%
Bright Beginnings	60	16	42	70%	48	80%
Galt	120	20	96	80%	119	99%
Nedra Court	60	20	32	53%	37	62%
Bannon Creek	80	20	65	81%	76	95%
Elkhorn	80	14	62	78%	72	90%
Kennedy Estates	40	16	25	63%	29	73%
Vineland	40	16	32	80%	39	98%
Strizek Park	40	20	27	68%	37	93%
La Verne Sterwart	40	20	19	48%	25	63%
North Avenue	40	20	30	75%	36	90%
Norma Johnson	40	19	27	68%	32	80%
Marina Vista ELC	20	19	15	75%	17	85%
Fruitridge	80	20	56	70%	65	81%
Hillsdale	80	20	53	66%	66	83%
Illa Collin	40	16	22	55%	31	78%
Auberry Park	40	16	32	80%	38	95%
Walnut Grove	40	13	25	63%	28	70%
Freedom Park	80	20	60	75%	73	91%
Northview	80	21	46	57%	62	78%
Phoenix Park	40	20	24	60%	31	78%
Parker	13	19	9	69%	13	100%
Hopkins Park	80	20	51	64%	60	75%
Alder Grove ELC	40	16	16	40%	19	48%
Solid Foundation	80	20	55	69%	62	78%
Grizzly Hollow	40	16	36	90%	40	100%
Crossroad Gardens	40	20	26	65%	33	83%

SETA Head Start/Early Head Start

Monthly Program Enrollment Report for School Year 2015 to 2016

Period: September 2016

Full Day Classes						
Center Name	Funded Enrollment	Total Days	Present Only		Present/Excused	
			ADA	% ADA	ADA	%ADA
Crossroad Gardens	44	21	34	77%	37	84%
Elkhorn	22	15	17	77%	20	91%
Freedom Park	44	20	37	84%	42	95%
Job Corp	22	21	15	68%	20	91%
Marina Vista ELC	44	20	20	45%	24	55%
Mather	22	21	17	77%	20	91%
Sharon Neese	44	21	32	73%	40	91%
Hillsdale	44	20	33	75%	38	86%
North Avenue	20	20	16	80%	18	90%
Norma Johnson	22	21	17	77%	19	86%
Phoenix Park	22	21	17	77%	19	86%
Northview	22	20	18	82%	21	95%

SETA Head Start/Early Head Start

Monthly Program Enrollment Report for School Year 2015 to 2016

Period: September 2016

Early Head Start Classes						
			Present Only		Present/Excused	
Center Name	Funded Enrollment	Total Days	ADA	% ADA	ADA	%ADA
Alder Grove Infant/Toddler Center	16	21	14	88%	16	100%
Elkhorn	16	16	13	81%	15	94%
Crossroad Gardens	8	20	6	75%	7	88%
Northview	8	18	7	88%	7	88%
Mather	14	21	10	71%	11	79%
Sharon Neese	16	20	13	81%	16	100%
Phoenix Park	8	21	6	75%	8	100%
Job Corp	16	21	11	69%	15	94%
Marina Vista ELC	8	20	7	88%	7	88%
Norma Johnson	8	21	5	63%	7	88%

SETA Head Start/Early Head Start Enrollment Report						
(Enrollment as of the last service day of the month)						
Last Service Day of Month: 9/30/2016						
Site	Loc Id	# Enrolled	# Present	# Absent	# Term W/I 30	Total
Alder Grove ELC	1247A	9	7	2	1	10
Alder Grove ELC	1247B	11	8	3	2	13
Auberry Park	1238A	19	16	3	1	20
Auberry Park	1238B	18	13	5	2	20
Bannon Creek	1200A	20	16	4	1	21
Bannon Creek	1200B	19	15	4	4	23
Bannon Creek	1200C	20	17	3	3	23
Bannon Creek	1200D	20	13	7	2	22
Bright Beginnings	1201A	14	13	1	1	15
Bright Beginnings	1201C	16	15	1	0	16
Bright Beginnings	1201D	19	17	2	0	19
Crossroad Gardens	1242A	17	15	2	0	17
Crossroad Gardens	1242B	18	12	6	4	22
Crossroad Gardens	1242R	20	18	2	0	20
Crossroad Gardens	1242X	22	16	6	2	24
Elkhorn	1255A	19	16	3	3	22
Elkhorn	1255B	20	17	3	0	20
Elkhorn	1255C	18	14	4	5	23
Elkhorn	1255D	18	15	3	2	20
Elkhorn	1255X	21	16	5	1	22
Freedom Park	1239A	20	14	6	0	20
Freedom Park	1239B	20	14	6	4	24
Freedom Park	1239C	20	16	4	2	22
Freedom Park	1239D	20	15	5	2	22
Freedom Park	1239R	22	17	5	0	22
Freedom Park	1239X	22	20	2	2	24
Fruitridge	1216A	16	8	8	5	21
Fruitridge	1216B	18	2	16	5	23
Fruitridge	1216C	16	14	2	3	19
Fruitridge	1216D	19	17	2	3	22
Galt	1234A	20	18	2	1	21
Galt	1234B	20	18	2	1	21
Galt	1234C	19	17	2	1	20
Galt	1234D	20	15	5	4	24

Galt	1234E	20	19	1	1	21
Galt	1234F	20	14	6	0	20
Grizzly Hollow	1252A	20	18	2	0	20
Grizzly Hollow	1252B	20	17	3	0	20
Hillsdale	1228A	17	14	3	2	19
Hillsdale	1228B	19	9	10	1	20
Hillsdale	1228C	18	16	2	2	20
Hillsdale	1228D	19	15	4	0	19
Hillsdale	1228R	21	14	7	0	21
Hillsdale	1228X	19	15	4	2	21
Hopkins Park	1253A	15	13	2	5	20
Hopkins Park	1253B	12	9	3	5	17
Hopkins Park	1253C	19	16	3	2	21
Hopkins Park	1253D	18	16	2	5	23
Illa Collin	1221A	13	11	2	3	16
Illa Collin	1221B	18	16	2	5	23
Job Corp	1237X	19	16	3	7	26
Kennedy Estates	1240A	19	17	2	1	20
Kennedy Estates	1240B	14	12	2	0	14
La Verne Sterwart	1219A	9	6	3	2	11
La Verne Sterwart	1219B	18	11	7	0	18
Marina Vista ELC	1246A	20	16	4	1	21
Marina Vista ELC	1246R	10	9	1	8	18
Marina Vista ELC	1246X	14	13	1	7	21
Mather	1223A	19	15	4	2	21
Mather	1223B	20	12	8	1	21
Mather	1223C	15	12	3	2	17
Mather	1223D	18	11	7	2	20
Mather	1223X	19	19	0	2	21
Nedra Court	1244A	16	14	2	1	17
Nedra Court	1244B	8	6	2	3	11
Nedra Court	1244C	15	14	1	5	20
Norma Johnson	1214A	17	16	1	5	22
Norma Johnson	1214B	17	14	3	1	18
Norma Johnson	1214X	19	17	2	1	20
North Avenue	1256A	20	15	5	0	20
North Avenue	1256B	18	17	1	2	20
North Avenue	1256X	20	15	5	2	22

Northview	1224A	18	12	6	3	21
Northview	1224B	19	14	5	0	19
Northview	1224C	19	11	8	4	23
Northview	1224D	20	14	6	0	20
Northview	1224X	22	18	4	0	22
Parker	1207E	13	8	5	1	14
Phoenix Park	1248A	17	15	2	2	19
Phoenix Park	1248B	16	14	2	1	17
Phoenix Park	1248X	20	16	4	0	20
Sharon Neese	1249R	21	13	8	2	23
Sharon Neese	1249X	19	13	6	2	21
Solid Foundation	1254A	15	13	2	6	21
Solid Foundation	1254B	19	17	2	0	19
Solid Foundation	1254C	19	14	5	0	19
Solid Foundation	1254D	17	12	5	2	19
Strizek Park	1225A	18	11	7	3	21
Strizek Park	1225B	19	11	8	1	20
Vineland	1211A	19	17	2	1	20
Vineland	1211B	20	15	5	2	22
Walnut Grove	1235A	18	17	1	0	18
Walnut Grove	1235C	13	12	1	1	14
Alder Grove Infant/Toddler Center	1212M	8	7	1	0	8
Alder Grove Infant/Toddler Center	1212U	8	7	1	0	8
Crossroad Gardens	1242U	7	6	1	1	8
Elkhorn	1255M	7	3	4	2	9
Elkhorn	1255U	8	7	1	0	8
Job Corp	1237M	8	5	3	1	9
Job Corp	1237U	7	4	3	1	8
Marina Vista ELC	1246U	7	7	0	0	7
Mather	1223M	6	5	1	1	7
Mather	1223U	6	3	3	0	6
Norma Johnson	1214U	7	4	3	3	10
Northview	1224U	6	6	0	2	8
Phoenix Park	1248U	7	6	1	1	8
Sharon Neese	1249M	7	5	2	1	8
Sharon Neese	1249U	8	7	1	1	9
TOTALS for Head Start		1770	1392	378	200	1970
HS Totals	1663					

Drops w/in 30	186	
P/S Home Base	119	
Total	1968	
EHS Totals	107	
Drops w/in 30	14	
SCOE	38	
EHS Home Base	156	
River Oaks	61	
Total	376	
GRAND TOTAL	2344	

SPECIAL EDUCATION REPORT

Sacramento County Head Start/Early Head Start

September 2016

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: 1305.6 (c) states *that at least 10% of the total number of enrollment in each grantee and delegate agency must be made available to children with disabilities.*

Agency	AFE (HS)	Total IEPs	% of AFE	AFE (EHS)	Total IFSPs	% AFE
SETA operated	2028	170	8%	369	52	14%
Twin Rivers USD	233	11	5%			
Elk Grove USD	440	37	8%			
Sac City USD	1211	89	7%	144	13	9%
San Juan USD	668	65	10%	160	11	7%
WCIC	120	7	6%			
EHS CCP				80	4	5%
COUNTY TOTAL	4700	379	8%	753	70	9%

AFE: Annual Funded Enrollment

	SOP	Elk Grove	Sac City	San Juan	Twin Rivers	WCIC	County Totals	
Administration								
Total Funded Enrollment	2028	440	1211	668	233	120	4700	
Actual Enrollment	2905	537	1435	754	292	166	6089	
# Enrolled < 45 days	219	28	62	25	18	11	363	
# Total staff	380	66	174	98	37	15	770	
# of classes	95	22	56	35	17	6	231	
Age								
Age: 2 years old	9%	0%	2%	4%	10%	9%	360	6%
Age: 3 years old	36%	31%	35%	32%	45%	39%	2150	35%
Age: 4 years old	43%	69%	60%	64%	46%	52%	3196	52%
Age: 5 years old	12%	0%	3%	0%	0%	0%	383	6%
Ethnicity								
Hispanic	47%	41%	48%	39%	28%	34%	2709	44%
Non -Hispanic	53%	59%	52%	61%	72%	66%	3380	56%
Am. Indian/Alaska Native	1%	25%	1%	1%	0%	1%	175	3%
Asian	7%	19%	16%	7%	14%	4%	640	11%
Black or African America	30%	22%	24%	15%	33%	53%	1637	27%
Native Hawaiian/Pac.Islander	1%	2%	2%	1%	5%	1%	95	2%
White	18%	15%	48%	68%	18%	3%	1882	31%
Bi-racial/Multi-racial	6%	17%	6%	6%	11%	4%	437	7%
Other or Unspecified	36%	0%	3%	2%	18%	34%	1223	20%
Language								
English	63%	68%	61%	62%	76%	66%	3881	64%
Spanish	28%	17%	26%	21%	12%	29%	1507	25%
Native Central/South Am.	0%	0%	0%	0%	0%	0%	0	0%
Middle Eastern/Indic	2%	4%	2%	8%	5%	1%	197	3%
East Asian	4%	9%	11%	1%	7%	3%	364	6%
Native No.American/Alaska	0%	0%	0%	0%	0%	1%	1	0%
Pacific Islander	0%	0%	0%	0%	0%	1%	19	0%
European/Slavic	1%	1%	0%	2%	0%	0%	66	1%
African	0%	1%	0%	0%	0%	0%	10	0%
Other or Unspecified	1%	0%	0%	5%	0%	0%	44	1%
Other								
# children in foster care	4%	4%	2%	3%	4%	2%	204	3%
First year enrollees	53%	88%	65%	68%	70%	66%	3766	62%
Family Demographics								
# of Families	2652	523	1362	711	274	150	5672	
# of One Parent Families	52%	44%	52%	36%	49%	66%	2815	50%
# of Two Parent Families:	48%	56%	48%	64%	51%	34%	2857	50%
Highest education in household								
...Advanced or baccalaureate degree	4%	7%	3%	7%	3%	1%	234	4%
...Associate degree, vocational school	35%	13%	31%	36%	46%	26%	1851	33%

...High School graduate or GED	23%	61%	46%	35%	37%	53%	1975	35%
...Less than high school graduate	39%	19%	19%	22%	15%	20%	1612	28%
# income below 100% poverty	68%	58%	47%	52%	55%	51%	3613	59%
# over income	6%	2%	8%	4%	9%	0%	354	6%
# families experiencing homeless	1%	0%	0%	0%	0%	0%	19	0%
# families receiving TANF	33%	32%	33%	34%	38%	58%	2085	34%
# families receiving SSI	6%	7%	4%	7%	8%	4%	347	6%
Families receiving WIC	40%	61%	52%	36%	50%	70%	2749	45%
Families receiving SNAP	25%	55%	42%	35%	30%	64%	2096	34%
Families on active military duty	23%	8%	7%	86%	0%	0%	29	18%
% families receiving Family Services	98%	42%	98%	75%	59%	100%	5006	88%
Health Insurance								
Children with medical home	97%	100%	100%	100%	100%	99%	6002	99%
Children with health insurance	99%	100%	100%	100%	100%	99%	6064	100%
Health Services								
Underweight	3%	11%	6%	14%	6%	0%	343	6%
Healthy weight	69%	66%	59%	68%	65%	66%	4007	66%
Overweighth	11%	11%	15%	8%	10%	15%	698	11%
Obese	14%	11%	17%	9%	13%	14%	787	13%
Med. Screenings Complete	81%	100%	84%	96%	82%	97%	4914	86%
Needing Med. Treatment	11%	18%	7%	5%	5%	7%	471	10%
Rec'd Med. Treatment	100%	100%	100%	100%	100%	100%	471	100%
Dental								
Up to date on oral health care	82%	87%	75%	100%	99%	87%	4796	84%
Needing Dental Treatment	6%	50%	17%	17%	22%	30%	756	16%
Dental Treatment Rec'd	96%	76%	62%	98%	86%	100%	619	82%
Immunization								
Complete/up to date/exempt	96%	100%	98%	100%	98%	98%	5931	97%
Education Screenings/Assessments								
# Completed Ed. Screenings	90%	85%	83%	94%	81%	100%	3220	88%
Disabilities								
% Diagnosed	12%	12%	12%	17%	16%	13%	606	13%
# of Health Impairments	1%	0%	2%	1%	0%	0%	7	1%
# Speech/language impairments	76%	77%	83%	75%	89%	94%	479	79%
#Intellectual disabilities	6%	11%	0%	3%	0%	0%	24	4%
Hearing impairment, include deaf	1%	2%	0%	2%	0%	0%	5	1%
Orthopedic impairment	2%	0%	1%	5%	0%	0%	12	2%
Visual impairment, include blind	0%	0%	0%	3%	0%	0%	3	0%
Special learning disability	2%	0%	0%	0%	0%	0%	5	1%
Autism	7%	2%	8%	5%	11%	6%	40	7%
Non-categorical/develop. delay	3%	4%	1%	7%	0%	0%	20	3%
Multiple disabilities	0%	4%	4%	0%	0%	0%	9	1%

Deaf-blind	1%	0%	0%	0%	0%	0%	2	0%
Mental Health								
# of Individual M.H. Assm'ts	153	64	27	9	36	1	290	
# Referred outside for M.H.	128	38	12	5	16	1	199	
Staff Qualifications								
# of Teachers	95	22	56	24	10	6	213	
..Teachers with AA degree	44%	0%	11%	0%	0%	0%	48	23%
..Teachers with BA or higher	56%	100%	86%	79%	70%	83%	154	72%
# of Teacher Assistants	114	21	52	24	13	3	227	
..Teacher Assistants with permit	55%	14%	65%	0%	38%	0%	105	46%
..Teacher Assistants w/AA degree	18%	48%	21%	29%	31%	100%	55	24%
..Teacher Assistants with BA degree or higher	12%	38%	2%	0%	31%	0%	27	12%
Staff Ethnicity								
Hispanic	26%	9%	31%	23%	26%	11%	112	25%
Non- Hispanic	74%	91%	70%	77%	74%	89%	340	77%
Am. Indian/Alaska Native	2%	0%	6%	0%	0%	0%	10	2%
Asian	17%	42%	18%	2%	43%	78%	92	21%
Black or African America	26%	12%	14%	2%	26%	11%	84	19%
Native Hawaiian/Pac.Islander	2%	0%	1%	0%	4%	0%	7	2%
White	35%	42%	56%	60%	4%	0%	184	42%
Bi-racial/Multi-racial	4%	2%	8%	10%	4%	0%	24	5%
Other or Unspecified	15%	2%	0%	25%	17%	11%	51	12%
Staff Languages other than English								
English	50%	49%	52%	33%	57%	89%	223	51%
Spanish	22%	7%	27%	21%	13%	11%	94	21%
Native Central/South Am.	0%	0%	0%	4%	0%	0%	2	0%
Caribbean (e.g.Haitian-Creole)	0%	0%	0%	0%	0%	0%	0	0%
Middle Eastern/Indic	2%	9%	4%	0%	0%	0%	12	3%
East Asian	20%	30%	15%	6%	26%	0%	81	18%
Native No.American/Alaska	0%	0%	0%	0%	0%	0%	0	0%
Pacific Islander	0%	0%	0%	0%	0%	0%	0	0%
European/Slavic	5%	0%	6%	2%	0%	0%	19	4%
African	1%	0%	0%	0%	0%	0%	2	0%
Other or Unspecified	1%	2%	3%	0%	4%	0%	7	2%
# FSW's	36	51	55	5	3	3	153	
...With AA degree	0%	25%	11%	20%	33%	33%	22	1%
...With BA degree or higher	0%	45%	69%	60%	0%	0%	64	42%
....Family Development Credential	0%	8%	4%	0%	0%	0%	6	4%
.....None of the above	100%	22%	16%	20%	67%	67%	61	40%
# of Volunteers	1279	426	372	456	134	198	2865	

	SOP	Sac City	San Juan	County Totals	
Enrollment Summary					
Total Funded Enrollment	369	144	160	673	
Actual Enrollment	645	255	253	1153	
# Enrolled < 45 days	31	35	7	73	
Of enrollees, # Pregnant Women	24	32	22	78	
# pregnant women who left before baby was born	5	1	1	7	
# of infants subsequently enrolled after birth	15	18	13	46	
# Total staff	160	33	44	237	
# of classes	15	3	11	29	
Child Demographics					
Age: under 1	22%	39%	21%	275	24%
Age: 1 years old	33%	31%	37%	362	34%
Age: 2 years old	41%	26%	39%	400	37%
Age: 3 years old	4%	3%	3%	38	4%
Ethnicity					
Hispanic	37%	67%	31%	487	42%
Non-Hispanic	63%	33%	69%	666	58%
Am. Indian/Alaska Native	1%	0%	1%	9	1%
Asian	9%	10%	10%	106	9%
Black or African America	36%	17%	17%	319	28%
Native Hawaiian/Pac.Islander	0%	2%	1%	9	1%
White	24%	60%	62%	468	41%
Bi-racial/Multi-racial	5%	12%	5%	73	6%
Other or Unspecified	23%	49%	8%	169	25%
Language					
English	72%	49%	52%	723	68%
Spanish	16%	40%	22%	263	23%
Native Central/South Am.	0%	0%	0%	0	0%
Caribbean languages	0%	0%	0%	0	0%
Middle Eastern/Indic	2%	0%	13%	45	4%
East Asian	7%	8%	3%	70	6%
Native No.American/Alaska	0%	0%	0%	0	0%
Pacific Islander	0%	2%	0%	4	0%
European/Slavic	2%	0%	4%	21	2%
African	1%	0%	0%	6	1%
Other or Unspecified	1%	0%	6%	21	2%
Other					
# children in foster care	7%	1%	3%	57	5%
First year enrollees	58%	35%	59%	610	53%
Family Demographics					
# of Families	547	201	199	947	
# of One Parent Families	59%	51%	33%	493	52%
# of Two Parent Families:	41%	49%	67%	454	48%
Highest education in household					

..... Advanced or baccalaureate degree	3%	2%	9%	41	4%
.....Associate degree, vocational school	40%	16%	41%	334	35%
.....High School graduate or GED	20%	43%	28%	250	26%
.....Less than high school graduate	37%	38%	23%	322	34%
# income below 100% poverty	65%	63%	67%	749	65%
% Over Income	4%	1%	2%	35	3%
# families in homeless status	6%	1%	1%	36	3%
# families receiving TANF	32%	25%	25%	334	29%
# families receiving SSI	11%	4%	4%	93	8%
Families receiving WIC	51%	67%	15%	539	47%
Families receiving SNAP	29%	43%	9%	316	27%
# Families on active military duty	0%	0%	0%	2	0%
% Families receiving services	96%	89%	23%	749	79%
Health insurance					
Children with medical home	100%	100%	100%	1073	100%
Children with health insurance	100%	100%	100%	1073	100%
Health Services					
Med Screenings Complete	85%	34%	81%	796	74%
Needing Med. Treatment	15%	8%	7%	98	12%
Rec'd Med. Treatment	100%	100%	100%	98	100%
Dental					
Up to date oral health care	85%	49%	81%	829	77%
Immunization					
Complete/up to date/exempt	61%	75%	87%	805	70%
Education Screenings/Assessments					
# Completed Ed. Screenings	79%	64%	44%	357	67%
Disabilities					
% Diagnosed	23%	15%	14%	130	19%
% receiving special services	100%	100%	100%	130	100%
Mental Health					
# of M.H.Consultations of kids	6%	1%	2%	45	4%
# of Individual M.H. Assm'ts	37	1	2	40	
# Referred outside for M.H.	36	1	8	45	
Services to Pregnant Women					
# of Pregnant Women	24	32	22	78	
Prenatal Health-1st trimester	13%	9%	18%	10	13%
Prenatal Health-2nd trimester	33%	66%	27%	36	46%
Prenatal Health-3rd trimester	54%	25%	55%	34	43%
# with medical insur.	96%	100%	100%	79	101%
# rec'd professional dental exam	46%	6%	73%	11	14%
# identified medically high risk	33%	38%	55%	33	42%
Pregnant Women receiving the following services					
prenatal health care	100%	100%	95%	79	101%
postpartum health care	46%	41%	73%	41	52%
mental health interventions	29%	75%	14%	35	45%

substance abuse prevention	25%	53%	64%	38	48%
substance abuse treatment	17%	3%	0%	5	7%
prenatal education on fetal develop.	96%	59%	64%	58	74%
info. on benefits of breastfeeding	96%	47%	73%	55	71%
Staff Qualifications					
# of Teachers	30	3	21	54	
..... Teachers with AA degree	23%	0%	14%	10	19%
.....Teachers with BA or higher degree	57%	100%	33%	27	50%
# of Teacher Assistants	15	1	0	16	
.....Teacher Assistants with permit	47%	0%	0%	7	44%
.....Teacher Assistants with AA degree	47%	100%	0%	8	50%
.....Teacher Assistants with BA or higher	7%	0%	0%	1	6%
Teaching Staff Ethnicity/Race					
Hispanic	24%	50%	41%	34	32%
Non -Hispanic	76%	50%	59%	73	68%
Am. Indian/Alaska Native	0%	0%	0%	0	0%
Asian	17%	29%	4%	16	15%
Black or African America	26%	7%	4%	19	18%
Native Hawaiian/Pac.Islander	2%	0%	0%	1	1%
White	33%	57%	56%	45	42%
Bi-racial/Multi-racial	6%	7%	33%	14	13%
Other or Unspecified	17%	0%	4%	12	11%
Teaching Staff Languages other than English					
Spanish	17%	43%	22%	23	21%
Native Central/South America	0%	0%	0%	0	0%
Caribbean languages (Haitain-Creole)	0%	0%	0%	0	0%
Middle Eastern/India	3%	0%	0%	2	2%
East Asian	6%	21%	0%	7	7%
Native No.American/Alaska	0%	0%	0%	0	0%
Pacific Islander	0%	0%	0%	0	0%
European/Slavic	2%	0%	11%	4	4%
African	0%	0%	7%	2	2%
Other or Unspecified	2%	7%	0%	2	2%
# of FSWs					
# of FSWs	30	12	1	43	
.....with AA degree	23%	8%	8%	8	19%
.....with BA degree of higher	57%	50%	50%	24	56%
.....Family Development Credential	0%	17%	17%	2	5%
.....None of the above	20%	25%	25%	9	21%
# of Volunteers					
# of Volunteers	251	140	14	405	

	SOP	Sac City	County Totals
Enrollment Summary			
Total Funded Enrollment	40	40	80
Actual Enrollment	68	56	124
# Enrolled < 45 days	3	2	5
Of enrollees, # Pregnant Women	0	0	0
# pregnant women who left before baby was born	0		0
# of infants subsequently enrolled after birth	0	0	0
# Total staff	18	23	41
# of classes	6	5	11
Child Demographics			
Age: under 1	13%	29%	20%
Age: 1 years old	46%	29%	38%
Age: 2 years old	41%	43%	42%
Age: 3 years old	0%	0%	0%
Hispanic	25%	48%	35%
Non-Hispanic	75%	52%	65%
Am. Indian/Alaska Native	1%	0%	1%
Asian	7%	4%	6%
Black or African America	54%	34%	45%
Native Hawaiian/Pac.Islander	0%	4%	2%
White	18%	38%	27%
Bi-racial/Multi-racial	10%	21%	15%
Other or Unspecified	9%	0%	5%
English	90%	86%	88%
Spanish	3%	13%	7%
Native Central/South Am.	0%	0%	0%
Caribbean languages	0%	0%	0%
Middle Eastern/So. Asian	1%	0%	1%
East Asian	6%	2%	4%
Native No.American/Alaska	0%	0%	0%
Pacific Islander	0%	0%	0%
European/Slavic	0%	0%	0%
African	0%	0%	0%
Other or Unspecified	0%	0%	0%
# children in foster care	7%	4%	6%
First year enrollees	96%	100%	98%
Family Demographics			
# of Families	68	51	119
# of One Parent Families	79%	78%	79%
# of Two Parent Families:	21%	22%	21%

Highest education in household			
..... Advanced or baccalaureate degree	3%	4%	3%
.....Associate degree, vocational school	68%	43%	57%
.....High School graduate or GED	18%	25%	21%
.....Less than high school graduate	12%	27%	18%
# income below 100% poverty	51%	51%	49%
% Over Income	9%	4%	6%
# families in homeless status	1%	0%	1%
# families receiving TANF	38%	39%	39%
# families receiving SSI	9%	5%	8%
Families receiving WIC	47%	75%	59%
Families receiving SNAP	21%	59%	37%
# Families on active military duty	1%	0%	1%
% Families receiving services	100%	73%	88%
Health insurance			
Children with medical home	100%	98%	99%
Children with health insurance	100%	100%	100%
Health Services			
Med Screenings Complete	71%	46%	57%
Needing Med. Treatment	11%	12%	11%
Rec'd Med. Treatment	100%	100%	100%
Dental			
Up to date oral health care	71%	70%	71%
Immunization			
Complete/up to date/exempt	87%	89%	88%
Education Screenings/Assessments			
# Completed Ed. Screenings	23%	88%	53%
Disabilities			
% Diagnosed	4%	7%	6%
% receiving special services	100%	100%	100%
Mental Health			
# of M.H.Consultations of kids	1%	0%	1%
# of Individual M.H. Assm'ts	1	0	1
# Referred outside for M.H.	1	0	1
Services to Pregnant Women			
# of Pregnant Women	0	0	0
Prenatal Health-1st trimester	0%	0%	0%
Prenatal Health-2nd trimester	0%	0%	0%
Prenatal Health-3rd trimester	0%	0%	0%
# with medical insur.	0%	0%	0%
# rec'd professional dental exam	0%	0%	0%
# identified medically high risk	0%	0%	0%
Pregnant Women receiving the following services			
prenatal health care	0%	0%	0%
postpartum health care	0%	0%	0%

mental health interventions	0%	0%	0%
substance abuse prevention	0%	0%	0%
substance abuse treatment	0%	0%	0%
prenatal education on fetal develop.	0%	0%	0%
info. on benefits of breastfeeding	0%	0%	0%
Staff Qualifications			
# of Teachers	10	5	15
..... Teachers with AA degree	10%	100%	40%
.....Teachers with BA or higher degree	0%	0%	0%
# of Teacher Assistants	1	4	5
.....Teacher Assistants with permit	0%	0%	0%
.....Teacher Assistants with AA degree	0%	50%	40%
.....Teacher Assistants with BA or higher	0%	25%	20%
Teaching Staff Ethnicity/Race			
Hispanic	9%	11%	10%
Non -Hispanic	91%	89%	90%
Am. Indian/Alaska Native	0%	0%	0%
Asian	18%	22%	20%
Black or African America	36%	0%	20%
Native Hawaiian/Pac.Islander	0%	0%	0%
White	27%	78%	50%
Bi-racial/Multi-racial	9%	0%	5%
Other or Unspecified	9%	0%	5%
Teaching Staff Languages other than English			
Spanish	9%	11%	10%
Native Central/South America	0%	0%	0%
Caribbean languages (Haitain-Creole)	0%	0%	0%
Middle Eastern/So. Asian	0%	22%	10%
East Asian	18%	0%	10%
Native No.American/Alaska	0%	0%	0%
Pacific Islander	0%	0%	0%
European/Slavic	0%	11%	5%
African	0%	0%	0%
Other or Unspecified	0%	0%	0%
# of FSWs			
.....with AA degree	50%	0%	33%
.....with BA degree of higher	0%	100%	33%
.....Family Development Credential	0%	0%	0%
.....None of the above	50%	0%	33%
# of Volunteers			
	2	29	31

ITEM VII – CENTER UPDATES

BACKGROUND:

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

NOTES:

ITEM VIII - DISCUSSION

BACKGROUND:

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

NOTES:

ITEM IX – PUBLIC PARTICIPATION

BACKGROUND:

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

NOTES: