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**DENISE LEE**  
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***THOUGHT OF THE DAY:** "Leadership is not a title. It is a behavior. Live it."  
Author: Robin Sharma*

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

**DATE:** Tuesday, May 15, 2018

**TIME:** 9:30 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](http://www.seta.net).

**AGENDA**

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|             | ➤ Introduction of Newly Seated Representatives                          |      |
| <b>II.</b>  | <b><u>Consent Item</u></b>  |      |
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| <b>III.</b> | <b><u>Action Items:</u></b> None.                                       |      |
| <b>IV.</b>  | <b><u>Information Items</u></b>   |      |
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➤	Toastmasters Training – Ms. Angel Chenault	
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VI.	<b><u>Other Reports</u></b>	36-49
➤	Chair’s Report	
➤	Policy Council Report(s): Ms. Henrietta Gutierrez, Ms. Griselda Cisneros, Ms. Marcheri Smith, Ms. Devon McCracken, Ms. Marley Schurr	
➤	Head Start Deputy Director’s Report – Ms. Denise Lee	
✓	Monthly Head Start Report (attached)	
➤	Head Start Managers’ Reports	
•	<u>Lisa Carr</u> - Family Engagement, Home Base, and ERSEA Services	
•	<u>Robyn Caruso</u> - Program Support, Quality Assurance, and EHS-CCP services	
•	<u>Karen Griffith</u> - School Readiness, Special Education and Mental Health Services	
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**DISTRIBUTION DATE: TUESDAY, MAY 8, 2018**

Parent Advisory Committee meeting hosted by:  
 Angel Chenault (Chair), Griselda Cisneros (Vice Chair), Henrietta Gutierrez (Secretary),  
 Esmeralda Rios Sanchez (Treasurer), Marley Schurr (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
- \_\_\_ **Iysha Huel, Bannon Creek Head Start**
- \_\_\_ Vacant, Crossroad Gardens Head Start
- \_\_\_ Vacant, Early Head Start (Home Base)
- \_\_\_ Vacant, Elkhorn Head Start
- \_\_\_ Vacant, Freedom Park Head Start
- \_\_\_ Vacant, Fruitridge Head Start
- \_\_\_ Vacant, Galt Head Start
- \_\_\_ **Brittni Cearly, Grizzly Hollow**
- \_\_\_ Vacant, Hillsdale Head Start
- \_\_\_ **Devon McCracken, Preschool Home Based Head Start**
- \_\_\_ **Marci Martin, Pre-School (Home Base)**
- \_\_\_ Vacant, Home Base Early Head Start
- \_\_\_ **Angela Moore, Hopkins Park Head Start**
- \_\_\_ Vacant, Illa Collin Head Start
- \_\_\_ Vacant, Job Corps Head Start
- \_\_\_ Vacant, Kennedy Estates Head Start
- \_\_\_ **Henrietta Gutierrez, LaVerne Stewart Head Start**
- \_\_\_ **Marley Schurr, (Marie Cleveland's) Bright Beginning Head Start**
- \_\_\_ **Marcheri Smith, Marina Vista Early Learning Center**
- \_\_\_ Vacant, Mather Head Start
- \_\_\_ Vacant, Nedra Court Head Start
- \_\_\_ Vacant, Norma Johnson Head Start
- \_\_\_ **Griselda Cisneros, North Avenue Head Start**
- \_\_\_ **Spring Burrell, Northview Head Start**
- \_\_\_ Vacant, Parker Head Start
- \_\_\_ Vacant, Phoenix Park Head Start
- \_\_\_ Vacant, River Oak Center for Children
- \_\_\_ Vacant, Sacramento County Office of Education
- \_\_\_ Vacant, Sharon Neese Early Learning Center
- \_\_\_ Vacant, Solid Foundation Head Start
- \_\_\_ Vacant, Strizek Park Head Start
- \_\_\_ **Esmeralda Rios Sanchez, Walnut Grove Head Start**
- \_\_\_ **Angel Chenault, Past Parent Representative**
- \_\_\_ **Penelope Scott, Past Parent Representative**
- \_\_\_ Vacant, Grandparent Representative
- \_\_\_ **Robin Blanks, Men's Activities Affecting Children Committee Representative**
- \_\_\_ Vacant, Outgoing Chair

**ITEM I-A – ROLL CALL**  
(Continued)

**Program Year 2017-2018 - New Representatives to be seated**

<input type="checkbox"/>
<input type="checkbox"/> Vacant, Alder Grove I Head Start
<input type="checkbox"/> Vacant, Alder Grove II Head Start
<input type="checkbox"/> Vacant, Auberry Park Head Start
<input type="checkbox"/> Vacant, Crossroad Gardens Head Start
<input type="checkbox"/> Vacant, Elkhorn 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, Hillsdale Head Start
<input type="checkbox"/> Vacant, Home Base Head Start
<input type="checkbox"/> Vacant, Illa Collin Head Start
<input type="checkbox"/> Vacant, Kennedy Estates Head Start

<input type="checkbox"/> Vacant, Mather Head Start
<input type="checkbox"/> Vacant, Nedra Court Head Start
<input type="checkbox"/> Vacant, Norma Johnson Head Start
<input type="checkbox"/> Vacant, Parker Head Start
<input type="checkbox"/> Vacant, Phoenix Park Head Start
<input type="checkbox"/> Vacant, River Oak Center for Children
<input type="checkbox"/> Vacant, SCOE Head Start
<input type="checkbox"/> Vacant, Sharon Neese Head Start
<input type="checkbox"/> Vacant, Solid Foundation Head Start
<input type="checkbox"/> Vacant, Strizek Park Head Start
<input type="checkbox"/> Vacant, Early Head Start (Home Base)
<input type="checkbox"/> Vacant, Grandparent Representative
<input type="checkbox"/> Vacant, Outgoing Chair

ITEM I – B

PAC MEETING ATTENDANCE UPDATE

**The PAC was seated on November 21, 2017 and December 19, 2017  
PARENT ADVISORY COMMITTEE MEETING ATTENDANCE PROGRAM  
YEAR 2017-2018**

COMMITTEE MEMBER	CENTER	11/21	12/19	1/16	2/20 **	3/20	4/24 #	5/15	6/19	7/17	8/21	9/18	10/16	11/20
Vacant Seated	AG I													
Vacant Seated	AG II													
Vacant Seated	AP													
Iysha Huel Seated 11/21	BC	X	E	X		E	X							
Vacant Seated	CR													
Vacant Seated	EHS/HB													
<del>Yezonia Lopez Seated 11/21</del>	<del>EE</del>	<del>X</del>	<del>E/</del> <del>AP</del>	<del>X</del>		<del>E</del>	<del>U</del>							
Vacant Seated	FP													
Vacant Seated	FP													
Vacant Seated	FT													
Vacant Seated	G													
Brittni Cearly Seated 1/16	GH			X		E	U							
Vacant Seated	H													
Devon McCracken Seated 12/19	HB		X	X		X	X							
Marci Martin Seated 4/24	HB						X							
Vacant Seated	IC													
Angela Moore Seated 11/21	HP	X	X	U		X	X							
Vacant Seated	JC													
Vacant Seated	JC													
Vacant Seated	K													
Henrietta Gutierrez Seated 11/21	LVS	X	X	X		X	X							
Marley Schurr Seated 11/21	MCBB	X	X	X		X	X							
Marcheri Smith Seated 3/20	MV					X	X							
Vacant Seated	M													
Griselda Cisneros Seated 11/21	NA		X	X		X	X							
Vacant Seated	NC													
Vacant Seated	NJ													
Vacant Seated	NV													
Spring Burrell Seated 3/20	NV					X	X							
Vacant Seated	PA													

COMMITTEE MEMBER	CENTER	11/21	12/19	1/16	2/20 **	3/20	4/24 #	5/15	6/19	7/17	8/21	9/18	10/16	11/20
Vacant Seated	PP													
Vacant Seated	RO													
Vacant Seated	SCOE													
Vacant Seated	SF													
Vacant Seated	SN													
<del>Jessica Sherren Seated 11/21</del>	SP	X	E	X		E	E/ AP							
<del>Esmeralda Rios Sanchez Seated 11/21</del>	WG	X	X	E		U	X							
Vacant Seated	FPR													
<del>Robin Blanks Seated 12/19</del>	MAACC		X	X		X	X							
<del>Angel Chenault Seated 11/21</del>	CR/PP	X	X	X		X	X							
<del>Penelope Scott Seated 11/21</del>	CR/PP	X	X	X		X	X							
Vacant Seated	CR/GP													
<del>Terri McMillin Seated 11/21</del>	OGG	X	X	E		U	U							

**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. Angel Chenault, at (916) 821-7099, 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 2017-2018**  
(Continued)

**Head Start Center Abbreviations**

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

**Representative Abbreviations**

<b>MAACCC:</b>	Men's Activities Affecting Children Committee
<b>OGC:</b>	Out Going Chair
<b>CR/PP:</b>	Community Representative/Past Parent
<b>CR/GP:</b>	Community Representative/Grandparent

**Attendance Record Abbreviations**

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

Current a/o: 5/7/2018 5:06 PM

ITEM II-A – CONSENT

APPROVAL OF MINUTES OF THE APRIL 24, 2018 SPECIAL MEETING

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review and approve the minutes of the April 24, 2018 meeting.

RECOMMENDATION:

Approve the minutes of the April 24, 2018 meeting.

**NOTES:**

**ACTION:** Moved: \_\_\_\_\_ Second: \_\_\_\_\_

**VOTE:** Aye \_\_\_\_\_ Nay: \_\_\_\_\_ Abstain: \_\_\_\_\_



**REGULAR MEETING OF THE HEAD START POLICY COUNCIL**  
**SPECIAL 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, April 24, 2018  
9:00 a.m.

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

Mr. Reginald Castex called the meeting to order at 9:04 a.m. The Pledge of Allegiance was recited. The thought of the day was read. Ms. Henrietta Gutierrez called the roll and a quorum was established.

**Members Present:**

Kaoyee Xiong, Elk Grove Unified School District  
Jessica Bradsberry, Sacramento City Unified School District  
Andrea Scharnow, Sacramento City Unified School District  
Henrietta Gutierrez, SETA-Operated Program  
Griselda Cisneros, SETA-Operated Program  
Devon McCracken, SETA-Operated Program  
Marcheri Smith, SETA-Operated Program  
Penelope Scott, Grandparent/Community Representative  
Kenneth Tate, Outgoing Chair  
Reginald Castex, Men's Activities Affecting Children Committee  
Angel Chenault, Alternate, SETA-Operated Program  
Claudett Sanders, Early Head Start, Sacramento City Unified School District  
(seated at 9:07 a.m.)  
Linda Litka, Past Parent Representative (seated at 9:10 a.m.)

**Members Absent:**

Alisha Givehchi, Early Head Start/Home Base (SOP) (unexcused)  
Terri McMillin, Past Parent/Community Representative (unexcused)  
Yezenia Lopez, (unexcused; alternate present)  
Mason Taylor, Birth & Beyond, Community Agency Representative (excused)  
Coline Jorgensen, San Juan Unified School District (unexcused)  
Charles Taylor, Twin Rivers Unified School District (unexcused)

**Members to be seated:**

Marley Schurr, SETA Operated Program

**Members to be seated but absent:**

Domonique Garrett, WCIC/Playmate Child Development Center (unexcused)  
Benjamin Rye, WCIC/Playmate Child Development Center (unexcused)  
Diana Wriedt, Elk Grove Unified School District (unexcused)

**II. Consent Item**

- A. Approval of the Minutes of the March 27, 2018 Policy Council Meeting.

The minutes were reviewed; no questions or corrections.

Moved/Tate, second/Scharnow, to approve the March 27, 2018 minutes.

Show of hands vote:

Aye: 13 (Bradsberry, Chenault, Cisneros, Gutierrez, Litka, McCracken, Sanders, Scharnow, Schurr, Scott, Smith, Tate, Xiong)

Nay: 0

Abstentions: 1 (Castex)

Absent: 6 (Givhchi, Jorgensen, Lopez, McMillin, C. Taylor, M. Taylor)

**III. Action Items**

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

The Policy Council went into closed session at 9:11 a.m. At 9:28 a.m., Mr. Castex called the meeting back to order and reported that the Policy Council approved the following eligible lists: Associate Teacher; Associate Teacher/Infant Toddler; and Family Services Worker III.

Mr. Castex called for a break at 9:29 a.m. At 9:38 a.m., Mr. Castex called the meeting back to order and turned the gavel over to Ms. Angel Chenault.

Ms. Angel Chenault read the thought of the day. Ms. Henrietta Gutierrez called the roll and seated new members; a quorum was established.

**Members Present:**

Henrietta Gutierrez  
Marley Schurr  
Griselda Cisneros  
Robin Blanks  
lysha Huel  
Marcheri Smith  
Spring Burrell  
Angel Chenault  
Angela Moore  
Penelope Scott  
Devon McCracken  
Esmeralda Rios Sanchez  
Lynnette Mims, Alternate for Jessica Sherren

**Members Absent:**

Terri McMillin (unexcused)  
Jessica Sherren  
(excused/alternate present)  
Yezenia Lopez (excused)  
Brittni Cearly (unexcused)

**Members to be seated:**

Marci Martin, Home Base seated

**II. Consent Item (Parent Advisory Committee)**

**A. Approval of the March 20, 2018 Minutes**

Moved/Blanks, second/Scott, to approve the March 20, 2018 minutes.

Show of hands vote:

Aye: 12 (Blanks, Burrell, Cisneros, Gutierrez, Huell, McCracken, Mims, Moore, Rios Sanchez, Schurr, Scott, Smith,

Nay: 0

Abstentions: 2 (Martin and Chenault)

Absent: 4 (Cearly, Lopez, McMillin, Sherren)

Ms. Denise Lee stated the board items will be presented together and questions asked prior to the vote.

**B. Approval of Selection Criteria for Enrollment in Head Start or Early Head Programs**

Ms. Lee reviewed the selection criteria for enrollment and answered questions.

Ms. Lee reviewed the modifications to each selection criteria. The redline version of the document shows the modifications for the upcoming year.

**C. Approval of Annual Self-Assessment for 2017-2018 and Resulting Program Improvement Plan SETA-Operated Program**

Ms. Lee reviewed the self-assessment summary. The strengths and areas of improvement were reviewed.

**Strengths:**

- CLASS scores
- Teaching pyramid curriculum
- Parent meetings
- Physical exams
- Disaster preparedness
- Special diet process
- Seasoned PAC/PC representation
- Internal fiscal controls
- ERSEA procedures

**Areas of improvement**

- Curriculum fidelity
- Family partnership agreements

- Cleaning, sanitizing, disinfecting procedures
- Medication tracking procedures
- First aid kits
- Routine maintenance/repair
- Child attendance tracking
- Recruitment/retention of employees

D. Approval of Program Year 2018-2019 Head Start, Early Head Start, and Early Head Start Child Care Partnership/Expansion Refunding Application

The application was reviewed. Some new changes in the upcoming year include:

**New Centers:**

- New center on Martin Luther King Blvd. (16 EHS slots, 40 HS slots)
- Playmate #2 (20 HS slots)
- Village Elementary (40 HS slots)
- Irene B. West (40 slots)

**Other changes:**

- Hopkins Park is going from 80 part-day slots to 40 full day slots
- Mather EHS: Moving one class of EHS to Crossroad
- Sacramento City USD – changing 8 EHS center based to 8 EHS home based
- HS-EHS Conversion slots will be served at Hillsdale

Ms. Lee explained why the center on Martin Luther King Blvd. has not yet been named. A new survey will be prepared and presented for vote prior to the grand opening.

E. Approval of the SETA Head Start, Early Head Start, and Early Head Start Child Care Partnership Budgets for Program Year 2018-2019

The budget was reviewed in great detail in the Budget/Planning Committee meetings held in March and early April. Details of the refunding application were discussed

F. Approval of the 2018-2019 Head Start, Early Head Start, and Early Head Start Child Care Partnership/Expansion Program Options and Center Locations for Sacramento County

Ms. Lee reviewed a compilation of the services available for Head Start and Early Head Start throughout Sacramento County. Program options are designed to provide various operational hours to meet family's dynamic needs.

- G. Approval of 2018-2019 Training/Technical Assistance Plan for the SETA Head Start/Early Head, and Child Care Partnership/Expansion Program, as Aligned with Established Five-Year Goals and Objectives

Ms. Lee reviewed the T/TA Projects funded in the 2018-2019 program year, some of which include:

**Parent Services:**

- Tuition reimbursement
- Parent Intern Positions
- Family Literacy Project
- Local Conferences
- Parent/Child Service Consultants

**Staff development**

- Tuition reimbursement
- ECE on-site college class
- Staff coaching and training
- Family development credential
- Local conferences
- Curriculum training

Ms. Kaoyee Xiong left at 10:47 a.m.

**Parent Advisory Committee:**

Moved/Scott, second/Gutierrez, to approve items A-F recognition of TTA 7,780 for the conversion.

Show of hands vote:

Aye: 13 (Blanks, Burrell, Cisneros, Gutierrez, Huell, Martin, McCracken, Mims, Moore, Rios Sanchez, Schurr, Scott, Smith)

Nay: 0

Abstentions: 1 (Chenault)

Absent: 4 (Cearly, Lopez, McMillin, Sherren)

Some board members requested taking the items individually. After discussion, it was decided that each item would be voted on individually. Ms. Angel Chenault, PAC Chair, asked for votes on the following action items:

- A. Approval of Selection Criteria for Enrollment in Head Start or Early Head Start programs

Moved/Gutierrez, second/Cisneros, to approve the Head Start Enrollment Selection Criteria and the Early Head Start Enrollment Selection Criteria for Sacramento County as presented.

Show of hands vote:

Aye: 13 (Blanks, Burrell, Cisneros, Gutierrez, Huell, Martin, McCracken, Mims, Moore, Rios Sanchez, Schurr, Scott, Smith)

Nay: 0

Abstentions: 1 (Chenault)

Absent: 4 (Cearly, Lopez, McMillin, Sherren)

B. Approval of Annual Self-Assessment and Resulting Program Improvement Plan

Moved/Cisneros, second/Blanks, to approve Program Year 2017-2018 Self-Assessments and resulting Program Improvement Plans for the Head Start/Early Head Start program and the EHS-Child Care Partnership/Expansion program.

Show of hands vote:

Aye: 13 (Blanks, Burrell, Cisneros, Gutierrez, Huell, Martin, McCracken, Mims, Moore, Rios Sanchez, Schurr, Scott, Smith)

Nay: 0

Abstentions: 1 (Chenault)

Absent: 4 (Cearly, Lopez, McMillin, Sherren)

C. Approval of Program Year 2018-2019 Head Start, Early Head Start, and Early Head Start Child Care /Partnership/Expansion Refunding Applications.

Moved/Blanks, second/Scott, to approve the Program Year 2018-2019 Head Start, Early Head Start, and Early Head Start Child Care /Partnership/Expansion Refunding Applications.

Show of hands vote:

Aye: 13 (Blanks, Burrell, Cisneros, Gutierrez, Huell, Martin, McCracken, Mims, Moore, Rios Sanchez, Schurr, Scott, Smith)

Nay: 0

Abstentions: 1 (Chenault)

Absent: 4 (Cearly, Lopez, McMillin, Sherren)

D. Approval of the SETA Head Start, Early Head Start, and Early Head Start Child Care Partnership Budgets for Program Year 2018-2019

Moved/Gutierrez, second/Burrell, to approve the Program Year 2018-2019 Head Start, Early Head Start, and Early Head Start Child Care Partnership/Expansion Budgets for Basic and Training/Technical Assistance funds, with the inclusion of \$7,780 for program conversion.

Show of hands vote:

Aye: 13 (Blanks, Burrell, Cisneros, Gutierrez, Huell, Martin, McCracken, Mims, Moore, Rios Sanchez, Schurr, Scott, Smith)

Nay: 0

Abstentions: 1 (Chenault)

Absent: 4 (Cearly, Lopez, McMillin, Sherren)

- E. Approval of the 2018-2019 Head Start, Early Head Start, and Early Head Start Child Care Partnership/Expansion Program Options and Center Locations for Sacramento County

Moved/Cisneros, second/Scott, to approve the Head Start, Early Head Start and Early Head Start Child Care Partnership/ Expansion countywide program options and center locations for the 2018-2019 program year.

Show of hands vote:

Aye: 13 (Blanks, Burrell, Cisneros, Gutierrez, Huell, Martin, McCracken, Mims, Moore, Rios Sanchez, Schurr, Scott, Smith)

Nay: 0

Abstentions: 1 (Chenault)

Absent: 4 (Cearly, Lopez, McMillin, Sherren)

- F. Approval of 2018-2019 Training/Technical Assistance Plan for the SETA Head Start/Early Head Program, and Child Care Partnership/Expansion Program, as Aligned with Established Five-Year Goals and Objectives

Moved/Smith, second/Gutierrez, to approve the Program Year 2018-2019 SETA Head Start, Early Head Start and Early Head Start Child Care Partnership/Expansion Training/Technical Plans as aligned with established five-year goals and objectives.

Show of hands vote:

Aye: 13 (Blanks, Burrell, Cisneros, Gutierrez, Huell, Martin, McCracken, Mims, Moore, Rios Sanchez, Schurr, Scott, Smith)

Nay: 0

Abstentions: 1 (Chenault)

Absent: 4 (Cearly, Lopez, McMillin, Sherren)

**Policy Council:**

Mr. Reginald Castex, Policy Council Chair, called for votes on Agenda Items III-B through III-G.

Moved/Smith, second/Bradsberry, to approve the following action items:

- B. Approve the Head Start Enrollment Selection Criteria and the Early Head Start Enrollment Selection Criteria for Sacramento County as attached.
- C. Approve Program Year 2017-2018 Self-Assessments and resulting Program Improvement Plans for the Head Start/Early Head Start program and the EHS-Child Care Partnership/Expansion program.
- D. Approve the Program Year 2018-2019 Head Start, Early Head Start, and Early Head Start Child Care /Partnership/Expansion Refunding Applications.
- E. Approve the Program Year 2018-2019 Head Start, Early Head Start, and Early Head Start Child Care Partnership/Expansion Budgets for Basic and

Training/Technical Assistance funds, with the inclusion of \$7,780 for program conversion funds.

- F. Approve the Head Start, Early Head Start and Early Head Start Child Care Partnership/ Expansion countywide program options and center locations for the 2018-2019 program year.
- G. Approve the Program Year 2018-2019 SETA Head Start, Early Head Start and Early Head Start Child Care Partnership/Expansion Training/Technical Plans as aligned with established five-year goals and objectives.

Show of hands vote:

Aye: 10 (Bradsberry, Chenault, Cisneros, Gutierrez, Litka, McCracken, Sanders, Schurr, Scott, Smith)

Nay: 0

Abstentions: 3 (Castex, Scharnow, Tate)

Absent: 7 (Givehchi, Jorgensen, Lopez, McMillin, C. Taylor, M. Taylor, Xiong)

#### **IV. Information Items**

##### **A. Standing Information Items**

- PC/PAC Calendar of Events – Ms. Gutierrez reviewed the calendar of events.
- Parent/Staff Recognitions: None.
- Fiscal Monthly Report/Corporate Card Monthly Statement of Account: Ms. Denise Lee stated that in the interest of time, the report is in the packet for review if anyone has questions.
- Toastmasters Training: Ms. Chenault asked for a show of hands vote for those interested in a training time. Ms. Desha explained why there was a change in the TM date. First Tuesday, 9:30 – 11 a.m. May 1 will be the next date.
- PC/PAC Orientation #2 Reports: Mr. Castex reported that he attended and had a good time; it was nice to meet the new members. Ms. Scharnow attended and she learned a lot. It was nice meeting new members.
- Budgeting Workshop Reports: Mr. Castex reported on the workshop. It was lots of fun and went over different ways to budget. The attendees went to Stagecoach afterward and enjoyed some good food.
- Parent Leadership Institute (Session 1) Reports: Ms. Chenault thanked everyone for their patience today. She asked Ms. Cisneros to report on the PLI. Ms. Cisneros reported that it was a good time and the rest of the members really enjoyed it as well. She learned more about herself. Ms. Cisneros urged board members to attend the next PLI. Ms. Blanks spoke of how much she enjoyed it as well as Ms. Scharnow.
- Community Resources – Parents/Staff: Mr. Robert Silva highlighted some information available to parents.

B. Governing Board Minutes – February 1, 2018: No questions.

C. Fiscal Monitoring Report: No questions.



## **V. Committee Reports**

- Executive Committee Meeting Critique: The critique was reviewed.
- Budget/Planning Committee: Ms. Marcheri Smith reported on the April 6 Budget/Planning meeting. Attendees reviewed the updated information in the EHS/CCP budget modification. Attendees also reviewed the new sites that will be opening.
- Social/Hospitality Committee: The next meeting is tomorrow, April 25
- MAACC/Parent Ambassadors Committee: Mr. Castex reported on the MAACC fishing in the city trip. Everyone had a great time. Ms. Sanders reported that her grandson caught a 9" fish. Ms. Blanks stated it was a fun for a lot of people.
- Medi-Cal Dental Advisory Committee: Ms. Penelope Scott distributed surveys for the Dental Advisory Committee. She asked board members to fill out the survey. Healthy Kids Day is scheduled for Saturday, May 12 at the Golden1 Center. This event will offer opportunities for health/dental screenings. Mr. Tate asked that Ms. Scott provide information on how parents can get emergency dental treatment for their children.

## **VI. Other Reports**

- A. Head Start Deputy Director's Report: No additional report.
- B. Chair's Report: Mr. Castex reported that the WCIC center is looking beautiful. He shared sad news that Mr. Walker Franklin passed away recently. Mr. Franklin sat on the Policy Council from 1998-2000. Mr. Franklin was responsible for creating "The Thought of the Day" on each monthly board agenda. Ms. Chenault stated that there is a need for six parents to assist in the Personnel screenings; see her after the meeting to sign up.
- C. Open Discussion and Comments: Ms. Desha reminded board members to sign up for the second Parent Leadership Institute.
- D. Public Participation: Mr. Castex thanked all board members for their participation at today's meeting.

## **VII. Adjournment: The meeting was adjourned at 11:55 a.m.**

ITEM IV-A – INFORMATION

PRESENTATION BY MASON TAYLOR – BIRTH AND BEYOND

BACKGROUND:

Mr. Mason Taylor, Family Resource Center Coordinator, Sacramento Children's Home, Birth & Beyond Program, will provide an overview of Birth & Beyond with a focus on Sacramento Children's Home and North Sacramento programs.

Copies of the Community Carnival flyer and May Newsletter/Calendar will be distributed as a resource to families.

**NOTES:**

## ITEM IV-B – INFORMATION

### STANDING INFORMATION

#### BACKGROUND:

- B. Standing Information Items
  - PC/PAC Calendar of Events – Ms. Angel Chenault
  - Parent/Staff Recognitions – Ms. Angel Chenault
  - Fiscal Monthly Report/Corporate Card Monthly Statement of Account – Ms. Loretta Su/Mr. Victor Han
  - Toastmasters Training – Ms. Angel Chenault
  - Parent Leadership Institute Reports - Ms. Angel Chenault
  - Child Care Center Food Menu (attached)
  - Community Resources – Parents/Staff: Mr. Robert Silva

#### **NOTES:**

## CALENDAR OF EVENTS

<u>EVENT</u>	<u>DATE</u>
PAC Executive Committee	Friday, May 18, 2018 9:00 a.m. Olympus Room
PC Executive Committee	Thursday, May 24, 2018 9:00 a.m. Camellia Room
MAACC/Parent Ambassador Committee	Friday, May 25, 2018 10:30 a.m. – 12:30 p.m. Diablo Room
PC/PAC Social/Hospitality Committee	Friday, May 31, 2018 9:30 a.m. – 11:30 a.m. Olympus Room
Toastmasters Training	Tuesday, June 5, 2018 9:30 a.m. – 11:00 a.m. Redwood Room
PC/PAC Bylaws Committee	Friday, June 8, 2018 9:00 – 10:30 a.m. Camellia Room
PC/PAC Budget/Planning Committee	Tuesday, June 12, 2018 1:00 p.m. Camellia Room
Urban Farming County-wide Parent Activity	Date/Time TBA

SETA Operated & Delegate Agencies Combined Head Start/Early Head Start  
Expenditures for Fiscal Year 2017-2018  
For the Nine Months Ended April 30, 2018

	Budget	Admin	Program	YTD Expenses	YTD %	Remaining	Non-Federal Share	NFS YTD %	Admin %
<b>Head Start Basic</b>									
Twin Rivers	\$ 1,726,125	\$ 103,475	\$ 1,123,049	\$ 1,226,524	71.1%	\$ 499,601	\$ 309,481	25.2%	8.4%
Elk Grove	3,213,386	227,609	2,213,112	2,440,721	76.0%	772,665	247,111	10.1%	9.3%
Sac City	8,656,626	545,891	6,714,188	7,260,079	83.9%	1,396,547	2,760,262	38.0%	7.5%
San Juan	5,193,458	348,339	3,526,209	3,874,548	74.6%	1,318,910	718,244	18.5%	9.0%
WCIC	1,000,590	54,423	594,240	648,663	64.8%	351,927	224,236	34.6%	8.4%
SETA	24,651,599	1,927,823	15,516,936	17,444,758	70.8%	7,206,841	3,195,697	18.3%	11.1%
<b>Total</b>	<b>\$ 44,441,784</b>	<b>\$ 3,207,559</b>	<b>\$ 29,687,734</b>	<b>\$ 32,895,293</b>	<b>74.0%</b>	<b>\$ 11,546,491</b>	<b>\$ 7,455,032</b>	<b>22.7%</b>	<b>9.8%</b>

<b>Early Head Start Basic</b>									
Twin Rivers	\$ 354,706	\$ 17,274	\$ 207,823	\$ 225,097	63.5%	\$ 129,609	\$ 85,346	37.9%	7.7%
Sac City	1,782,356	83,847	1,284,612	1,368,459	76.8%	413,897	303,025	22.1%	6.1%
San Juan	1,759,343	117,744	1,153,895	1,271,639	72.3%	487,704	693,123	54.5%	9.3%
SETA	5,214,725	357,878	3,504,943	3,862,820	74.1%	1,351,905	1,729,561	44.8%	9.3%
<b>Total</b>	<b>\$ 9,111,130</b>	<b>\$ 576,742</b>	<b>\$ 6,151,273</b>	<b>\$ 6,728,015</b>	<b>73.8%</b>	<b>\$ 2,383,115</b>	<b>\$ 2,811,055</b>	<b>41.8%</b>	<b>8.6%</b>

<b>Head Start T&amp;TA</b>									
Twin Rivers	\$ 7,500		\$ 7,221	\$ 7,221	96.3%	\$ 279			
Elk Grove	9,000		2,707	2,707	30.1%	6,293			
Sac City	20,000	421	9,992	10,413	52.1%	9,587			
San Juan	15,000		70	70	0.5%	14,930			
WCIC	7,500		1,193	1,193	15.9%	6,307			
SETA	289,932		299,961	299,961	103.5%	(10,029)			
<b>Total</b>	<b>\$ 348,932</b>	<b>\$ 421</b>	<b>\$ 321,145</b>	<b>\$ 321,565</b>	<b>92.2%</b>	<b>\$ 27,367</b>	<b>\$ -</b>		

<b>Early Head Start T&amp;TA</b>									
Twin Rivers	\$ 5,852	\$ -	\$ 3,152	\$ 3,152	53.9%	\$ 2,700			
Sac City	27,564	288	6,842	7,130	25.9%	20,434			
San Juan	30,912	-	12,624	12,624	40.8%	18,288			
SETA	161,195	-	34,210	34,210	21.2%	126,985			
<b>Total</b>	<b>\$ 225,523</b>	<b>\$ 288</b>	<b>\$ 56,829</b>	<b>\$ 57,117</b>	<b>25.3%</b>	<b>\$ 168,406</b>	<b>\$ -</b>		

<b>Head Start Duration</b>									
Twin Rivers	\$ 598,977	\$ -	\$ 553,285	\$ 553,285	92.4%	\$ 45,692			
WCIC	445,867		138,708	138,708	31.1%	307,159			
SETA	854,265	-	29,182	29,182	3.4%	825,083			
<b>Total</b>	<b>\$ 1,899,109</b>	<b>\$ -</b>	<b>\$ 721,175</b>	<b>\$ 721,175</b>	<b>38.0%</b>	<b>\$ 1,177,934</b>	<b>\$ -</b>		

<b>TOTAL Head Start</b>									
Twin Rivers	\$ 2,693,160	\$ 120,750	\$ 1,894,530	\$ 2,015,279	74.8%	\$ 677,881	\$ 394,827	19.6%	6.0%
Elk Grove	3,222,386	227,609	2,215,819	2,443,428	75.8%	778,958	247,111	10.1%	9.3%
Sac City	10,486,546	630,446	8,015,635	8,646,081	82.4%	1,840,465	3,063,287	35.4%	7.3%
San Juan	6,998,713	466,082	4,692,798	5,158,881	73.7%	1,839,832	1,411,367	27.4%	9.0%
WCIC	1,453,957	54,423	734,141	788,564	54.2%	665,393	224,236	28.4%	6.9%
SETA	31,171,716	2,285,700	19,385,232	21,670,932	69.5%	9,500,784	4,925,258	22.7%	10.5%
<b>Total</b>	<b>\$ 56,026,478</b>	<b>\$ 3,785,010</b>	<b>\$ 36,938,154</b>	<b>\$ 40,723,164</b>	<b>72.7%</b>	<b>\$ 15,303,314</b>	<b>\$ 10,266,086</b>	<b>25.2%</b>	<b>9.3%</b>

On Budget%  
75.0%

Required %  
25%  
Max %  
15%

**SETA OPERATED PROGRAMS (SOP)**  
Expenditures for Fiscal Year 2017-2018  
For the Nine Months Ended April 30, 2018

<b>SOP HEAD START (BASIC &amp; T&amp;TA)</b>	<b>Budget</b>	<b>Total Expenditures</b>	<b>Remaining Budget</b>	<b>75.0%</b>
Personnel	\$ 12,876,351	\$ 9,344,453	\$ 3,531,898	72.6%
Fringe Benefits	7,044,347	4,659,426	2,384,921	66.1%
Equipment	67,000	23,563	43,437	35.2%
Travel (Out-of-State)	17,500	7,591	9,909	43.4%
Supplies	441,000	373,644	67,356	84.7%
Occupancy	2,452,953	1,867,349	585,604	76.1%
Local Travel	70,000	71,136	(1,136)	101.6%
Nutrition Services	315,000	160,343	154,657	50.9%
Child Services	76,000	28,011	47,989	36.9%
Substitutes	418,303	407,233	11,070	97.4%
Parent Services	135,000	82,693	52,307	61.3%
Publications/Advertising/Printing	13,500	1,881	11,619	13.9%
Training or Staff Development/Parent Aides	125,475	142,504	(17,029)	113.6%
Operating Costs	889,102	574,893	314,209	64.7%
<b>TOTAL SOP HEAD START (BASIC &amp; T&amp;TA)</b>	<b>\$ 24,941,531</b>	<b>\$ 17,744,719</b>	<b>\$ 7,196,812</b>	<b>71.1%</b>
Administrative %		10.9%		

<b>SOP EARLY HEAD START (BASIC &amp; T&amp;TA)</b>	<b>Budget</b>	<b>Total Expenditures</b>	<b>Remaining Budget</b>	<b>75.0%</b>
Personnel	\$ 2,441,639	\$ 1,986,105	\$ 455,534	81.3%
Fringe Benefits	1,335,749	931,409	404,340	69.7%
Travel (Out-of-State)	2,000	-	2,000	0.0%
Supplies	46,437	29,151	17,286	62.8%
Occupancy	277,021	118,639	158,382	42.8%
Local Travel	15,000	8,348	6,652	55.7%
Nutrition Services	35,000	13,615	21,385	38.9%
Child Services	10,800	1,540	9,260	14.3%
Parent Services	6,000	778	5,222	13.0%
Training or Staff Development/Parent Aides	61,238	30,195	31,043	49.3%
Operating Costs	153,881	74,014	79,867	48.1%
<b>TOTAL SETA EARLY HEAD START (BASIC &amp; T&amp;TA)</b>	<b>\$ 4,384,765</b>	<b>\$ 3,193,793</b>	<b>\$ 1,190,972</b>	<b>72.8%</b>
Administrative %		11.3%		
Partners/Contractual	\$ 991,155	\$ 703,238	\$ 287,917	71.0%
<b>TOTAL SOP EARLY HEAD START BASIC</b>	<b>\$ 5,375,920</b>	<b>\$ 3,897,031</b>	<b>\$ 1,478,889</b>	<b>72.5%</b>
Administrative %		9.3%		

<b>COMBINED SOP HS &amp; EHS</b>	<b>Budget</b>	<b>Total Expenditures</b>	<b>Remaining Budget</b>	<b>75.0%</b>
Personnel	\$ 15,317,990	\$ 11,330,558	\$ 3,987,432	74.0%
Fringe Benefits	8,380,096	5,590,835	2,789,261	66.7%
Equipment	67,000	23,563	43,437	35.2%
Travel (Out-of-State)	19,500	7,591	11,909	38.9%
Supplies	487,437	402,795	84,642	82.6%
Occupancy	2,729,974	1,985,987	743,987	72.7%
Local Travel	85,000	79,484	5,516	93.5%
Nutrition Services	350,000	173,958	176,042	49.7%
Child Services	86,800	29,551	57,249	34.0%
Substitutes	418,303	407,233	11,070	97.4%
Parent Services	141,000	83,471	57,529	59.2%
Publications/Advertising/Printing	13,500	1,881	11,619	13.9%
Training or Staff Development	186,713	172,700	14,013	92.5%
Operating Costs	1,042,983	648,907	394,077	62.2%
<b>TOTAL SETA HS &amp; EHS</b>	<b>\$ 29,326,296</b>	<b>\$ 20,938,512</b>	<b>\$ 8,387,784</b>	<b>71.4%</b>
Administrative %		10.9%		
Partners/Contractual	\$ 991,155	\$ 703,238	\$ 287,917	71.0%
<b>TOTAL COMBINED SOP HS &amp; EHS</b>	<b>\$ 30,317,451</b>	<b>\$ 21,641,750</b>	<b>\$ 8,675,701</b>	<b>71.4%</b>
Administrative %		10.9%		

SETA Operated, Delegate & Partner Agencies Combined Early Head Start - Child Care Partnership  
Expenditures for Fiscal Year 2017-2018  
For the Nine Months Ended April 30, 2017

	Budget	Admin	Program	YTD Expenses	YTD %	Remaining	Non-Federal Share	NFS YTD %	Admin %
<b>EHS-CCP Basic</b>									
Sac City	\$ 719,726	\$ 27,032	\$ 587,014	\$ 614,046	85.3%	\$ 105,680	\$ 215,219	35.0%	4.4%
Kinder World	347,768	16,935	217,347	234,281	67.4%	113,487	554,118	236.5%	7.2%
Non-Subsidy Slot Reimb.	25,250	-	-	-	0.0%	25,250			
SETA	418,656	24,740	113,566	138,306	33.0%	280,350	6,300	4.6%	17.9%
<b>Total</b>	<b>\$ 1,511,400</b>	<b>\$ 68,706</b>	<b>\$ 917,927</b>	<b>\$ 986,633</b>	<b>65.3%</b>	<b>\$ 524,767</b>	<b>\$ 775,637</b>	<b>78.6%</b>	<b>7.0%</b>

**EHS-CCP T&TA**

Sac City	\$ 17,500	\$ 304	\$ 7,225	\$ 7,529	43.0%	\$ 9,971		0.0%	4.0%
Kinder World	19,000	-	-	-	0.0%	\$ 19,000		0.0%	0.0%
SETA	143,039	-	6,735	6,735	4.7%	136,304		0.0%	0.0%
<b>Total</b>	<b>\$ 179,539</b>	<b>\$ 304</b>	<b>\$ 13,960</b>	<b>\$ 14,264</b>	<b>7.9%</b>	<b>\$ 165,275</b>	<b>\$ -</b>	<b>0.0%</b>	<b>2.1%</b>

**TOTAL EHS-CCP**

Sac City	\$ 737,226	\$ 27,336	\$ 594,239	\$ 621,575	84.3%	\$ 115,651	\$ 215,219	34.6%	4.4%
Kinder World	366,768	16,935	217,347	234,281	63.9%	132,487	554,118	236.5%	7.2%
Non-Subsidy Slot Reimb.	25,250	-	-	-	0.0%	25,250	-		
SETA	561,695	24,740	120,301	145,041	25.8%	416,654	6,300	4.3%	17.1%
<b>Total</b>	<b>\$ 1,690,939</b>	<b>\$ 69,010</b>	<b>\$ 931,887</b>	<b>\$ 1,000,897</b>	<b>59.2%</b>	<b>\$ 690,042</b>	<b>\$ 775,637</b>	<b>77.5%</b>	<b>6.9%</b>

On Budget%	Required %	Max %
75.0%	25%	15%

**SACRAMENTO EMPLOYMENT & TRAINING AGENCY  
CORPORATE CARD - AMERICAN EXPRESS  
STATEMENT OF ACCOUNT  
4/11/2018**

<b>DATE</b>	<b>VENDOR NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>	<b>HS/ADMIN/WD</b>
3/16/2018	Teachstone	CLASS Observer Recertification	100.00	HS
3/20/2018	Region IX HS Association	R9HSA The Early Childhood STEM Institute	990.00	HS
3/21/2018	Southwest	R9HSA The Early Childhood STEM Institute	389.88	HS
3/23/2018	CHSA	CHSA 2018 Health Institute	3,555.00	HS
3/23/2018	Region IX HS Association	R9HSA The Early Childhood STEM Institute	575.00	HS
3/24/2018	Southwest	CHSA 2018 Health Institute	2,945.64	HS
3/28/2018	WELCOA	Membership Fee	395.00	ADMIN
3/30/2018	SuperShuttle	CHSA 2018 Health Institute	30.00	HS
3/31/2018	Hilton Hotels Costa Mesa	CHSA Board of Directors Meeting	354.14	HS
3/31/2018	Hilton Hotels Costa Mesa	CHSA 2018 Health Institute	4,436.76	HS
3/31/2018	GO Sedan	CHSA 2018 Health Institute	55.40	HS
4/1/2018	Indeed	HS Job Postings	107.61	HS
4/2/2018	SuperShuttle	CHSA 2018 Health Institute	164.00	HS
4/4/2018	Teachstone	CLASS Observer Recertification	100.00	HS
4/5/2018	SHRM	Membership Fee	209.00	ADMIN
4/6/2018	Teachstone	CLASS Observer Recertification	375.00	HS
4/10/2018	UCONN	FDC Credentialing Fees	6,000.00	HS
3/13/2018	ICW	Workers Compensation Insurance	102,226.80	ADMIN
3/13/2018	ULINE	HS Safety Supplies	847.06	HS
3/13/2018	Mobile Modular	Building Maintenance	263.38	HS
3/13/2018	Amazon	Classroom Supplies	393.68	HS
3/15/2018	Amazon	Classroom Supplies	522.72	HS
3/16/2018	Capitol Products	Custodial Supplies	2,911.93	HS
3/17/2018	Walmart	Classroom Supplies	321.63	HS
3/21/2018	Becker's School Supplies	Classroom Supplies	140.65	HS
3/21/2018	Amazon	Training Supplies	206.71	HS
3/23/2018	Omega Industrial Supplies	Custodial Supplies	2,397.50	HS
3/24/2018	Things Remembered	Employee Recognition	263.88	ADMIN
3/25/2018	Things Remembered	Employee Recognition	257.11	ADMIN
3/27/2018	Rackspace	Cloud Server	63.76	ADMIN
3/27/2018	Tyco Integrated Security	HS Alarm Services	3,023.66	HS
3/30/2018	Inland Business Systems	Copier/Printer Maintenance & Supplies	3,717.80	ADMIN
3/30/2018	ASI Otometrics	Calibration Servies	180.00	HS
4/2/2018	Southgate Recreation & Park Dist	Classroom Rent	890.00	HS
4/3/2018	Network Solutions	SSL Certificate	139.00	ADMIN
4/3/2018	Amazon	Office Supplies	194.60	ADMIN
4/8/2018	Scholastic	Classroom Supplies	9,193.54	HS
4/9/2018	Flexispot	Office Supplies	317.53	HS
4/11/2018	ICW	Workers Compensation Insurance	102,226.80	ADMIN
4/11/2018	AREA Restroom Solutions	Building Maintenance	2,348.50	HS
	<i>various various</i>	<i>various</i>	<i>11,617.30</i>	<i>WD</i>

Total American Express Bill

**\$ 265,447.97**

Note: Administrative charges are allocated between Head Start and Workforce Development.



**SACRAMENTO EMPLOYMENT & TRAINING AGENCY  
CORPORATE CARD - CITI CARDS  
STATEMENT OF ACCOUNT  
4/11/2018**

<b>DATE</b>	<b>VENDOR NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>	<b>HS/ADMIN/WD</b>
3/30/2018	Costco	Membership Fees	\$ 205.91	ADMN
3/20/2018	Fairytale Town	Field Trip	180.00	HS
3/21/2018	CSMFO	Sacramento Valley Chapter Mtng	30.00	ADMN
4/3/2018	RB Service	Shredder Repair	150.00	ADMN
3/12/2018	Costco	Classroom Supplies	3,502.63	HS
3/13/2018	Target	Classroom Supplies	78.98	HS
3/15/2018	Les Schwab	Auto Maintenance	656.86	HS
3/16/2018	Walmart	Classroom Supplies	67.25	HS
3/16/2018	Walmart	Classroom Supplies	45.18	HS
3/28/2018	Target	Classroom Supplies	247.30	HS
4/9/2018	Les Schwab	Auto Maintenance	789.31	HS
4/10/2018	Walmart	Classroom Supplies	98.70	HS

Total Citi Cards Bill

**\$ 6,052.12**

Note: Administrative charges are allocated between Head Start and Workforce Development.

# SETA HEAD START MENU

## May 2018

"This institution is an equal opportunity provider"

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

### Monday

### Tuesday

### Wednesday

### Thursday

### Friday

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

**2** Breakfast Week 2  
Milk, Low Fat 1%  
Oatmeal Cereal  
Pineapple, tidbits  
Raisins  
Lunch  
Milk, Low Fat 1%  
Beans Refried  
Coleslaw Salad  
Strawberries, fresh or  
Tangerine, fresh or  
Tortilla, Whole Wheat  
Snack  
Cheese Sticks  
Peaches

**3** Breakfast Week 2  
Milk, Low Fat 1%  
Banana, fresh  
Crispix Cereal  
Lunch  
Milk, Low Fat 1%  
BBQ Beef Brisket  
Carrot, fresh  
Oranges, fresh  
Whole Grain Mini Hoagie Roll  
Snack  
Milk, Low Fat 1%  
Crackers, Goldfish

**4** Breakfast Week 2  
Milk, Low Fat 1%  
Apple, fresh  
Muffin, Banana  
Lunch  
Milk, Low Fat 1%  
Whole Wheat Bread  
Broccoli, fresh  
Cantaloupe, fresh  
Turkey Sliced  
Snack  
Cheese Quesadilla

**7** Breakfast Week 3  
Milk, Low Fat 1%  
Cheerios Cereal  
Oranges, fresh  
Lunch  
Milk, Low Fat 1%  
Apple, fresh  
Green Peas  
Macaroni & Cheese  
Watermelon, fresh or  
Snack  
Crackers, Wheat Thins  
Pears

**8** Breakfast Week 3  
Milk, Low Fat 1%  
Applesauce  
Waffles, sticks  
Lunch  
Milk, Low Fat 1%  
Chicken Drumsticks  
Spinach Salad  
Whole Grain Buns  
Oranges, fresh  
Snack  
Apple, fresh  
Sun Butter

**9** Breakfast Week 3  
Milk, Low Fat 1%  
Whole Wheat Biscuit  
Peaches  
Lunch  
Milk, Low Fat 1%  
Cantaloupe, fresh  
Fiesta Rice & Beans  
Tomato, diced  
Snack  
Milk, Low Fat 1%  
Strawberry Chex

**10** Breakfast Week 3  
Milk, Low Fat 1%  
Banana, fresh  
Whole Wheat Bagel  
Lunch  
Milk, Low Fat 1%  
Carrot, fresh  
Chicken Salad  
Strawberries, fresh or  
Tangerine, fresh or  
Wheat Ciabatta Bread  
Snack  
Cottage Cheese  
Pineapple, tidbits

**11** Breakfast Week 3  
Milk, Low Fat 1%  
Muffin, Banana  
Oranges, fresh  
Lunch  
Milk, Low Fat 1%  
Apricots  
Swiss American Cheese  
Tortilla, Whole Wheat  
Zucchini sticks  
Snack  
Milk, Low Fat 1%  
Crackers, Cheese-It

**14** Breakfast Week 4  
Milk, Low Fat 1%  
Apple, fresh  
Brown Rice Krispies Cereal  
Lunch  
Milk, Low Fat 1%  
Beef, Hamburger  
Corn  
Oranges, fresh  
Whole Wheat Bun  
Snack  
Crackers, Cheese-It  
Peaches

**15** Breakfast Week 4  
Milk, Low Fat 1%  
Pineapple, tidbits  
Whole Wheat Bagel  
Lunch  
Milk, Low Fat 1%  
Apricots  
Beans Refried  
Cheddar Cheese  
Tomato, diced  
Tortilla, Whole Wheat  
Snack  
Milk, Low Fat 1%  
Cheerios, Whole Grain Cereal

**16** Breakfast Week 4  
Milk, Low Fat 1%  
Banana, fresh  
Oatmeal Cereal  
Lunch  
Milk, Low Fat 1%  
Cheese Enchilada with Sauce  
Romaine Lettuce Salad  
Oranges, fresh  
Snack  
Hummus  
Vegetable Stick Melody

**17** Breakfast Week 4  
Milk, Low Fat 1%  
Apricots  
French Toast Sticks  
Lunch  
Milk, Low Fat 1%  
Coleslaw Salad  
Mangoes  
Tortilla, Whole Wheat  
Turkey & Cheese Roll Up  
Snack  
Banana, fresh  
Cheese Sticks

**18** Breakfast Week 4  
Milk, Low Fat 1%  
Apple, fresh  
Muffin, Blueberry  
Lunch  
Milk, Low Fat 1%  
Cantaloupe, fresh  
Carrot, fresh  
Crackers, Wheat Thins  
Tuna Salad  
Snack  
Milk, Low Fat 1%  
Crackers, Goldfish

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

**22** Breakfast Week 5  
Milk, Low Fat 1%  
Apple, fresh  
Cheerios, Whole Grain Cereal  
Lunch  
Milk, Low Fat 1%  
Refried Beans  
Strawberries, fresh or  
Tangerine, fresh or  
Tomato Salsa  
Tortilla, Whole Wheat  
Snack  
Milk, Low Fat 1%  
Multi Grain Flakes Cereal

**23** Breakfast Week 5  
Milk, Low Fat 1%  
Whole Wheat Biscuit  
Peaches  
Lunch  
Milk, Low Fat 1%  
Cantaloupe, fresh  
Carrot, fresh  
Whole Grain Buns  
Turkey Sliced  
Snack  
Banana, fresh  
Crackers, Cheese-It

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

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

**28** Breakfast Week 1  
NO CLASSES  
NO CLASSES  
NO CLASSES  
Lunch  
NO CLASSES  
NO CLASSES  
NO CLASSES  
NO CLASSES  
NO CLASSES  
NO CLASSES  
Snack  
NO CLASSES  
NO CLASSES

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

**30** Breakfast Week 1  
Milk, Low Fat 1%  
Whole Wheat Biscuit  
Peaches  
Lunch  
Milk, Low Fat 1%  
Burrito  
Cheddar Cheese  
Romaine Lettuce  
Refried Beans  
Strawberries, fresh or  
Tangerine, fresh or  
Tomato, diced  
Tortilla, Whole Wheat  
Snack  
Banana, fresh  
Cheese Sticks

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

# SETA HEAD START MENU

## Mayo 2018

"This institution is an equal opportunity provider"

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

### Lunes

### Martes

### Miércoles

### Jueves

### Viernes

**1** Desayuno Week 2  
 Leche  
 Baritas de Pan Francés Tostado  
 Pera  
Comida  
 Leche  
 Manzana  
 Pierna de Pollo  
 Jitomate Fresco  
 Sandía Fresca o  
 barra de pan para  
Bocadillo  
 Leche  
 Cereal Integral Rice Krispies

**2** Desayuno Week 2  
 Leche  
 Avena  
 Piña Machacada  
 Pasas  
Comida  
 Leche  
 Frijoles Refritos  
 Ensalada de Col  
 Fresa  
 Zanahoria o  
 Tortilla de Trigo Integral  
Bocadillo  
 Barita de Queso  
 Durazno

**3** Desayuno Week 2  
 Leche  
 Plátano Fresco  
 Cereal Crispix  
Comida  
 Leche  
 Pecho de Res Asado  
 Zanahoria  
 Naranja  
 Mini Panecillo de Grano Entero  
Bocadillo  
 Leche  
 Pescados Dorados de Galleta

**4** Desayuno Week 2  
 Leche  
 Manzana  
 Mollete con Plátano  
Comida  
 Leche  
 Pan de Trigo Integral  
 Brócoli  
 Melón  
 Rebanada de Pavo  
Bocadillo  
 Quesadilla

**7** Desayuno Week 3  
 Leche  
 Cereal Cheerios  
 Naranja  
Comida  
 Leche  
 Manzana  
 Chicharos  
 Macarrón y Queso  
 Sandía Fresca o  
Bocadillo  
 Galletas de Trigo Integral  
 Pera

**8** Desayuno Week 3  
 Leche  
 Puré de Manzana  
 Baritas de Waffle  
Comida  
 Leche  
 Pierna de Pollo  
 Ensalada de Espinaca  
 Pan de Grano Integral  
 Naranja  
Bocadillo  
 Manzana  
 Mantequilla de Semilla de Gira

**9** Desayuno Week 3  
 Leche  
 Bizcocho de Trigo Integral  
 Durazno  
Comida  
 Leche  
 Melón  
 Arroz y Frijoles  
 Jitomate Picado  
Bocadillo  
 Leche  
 Chex de fresa

**10** Desayuno Week 3  
 Leche  
 Plátano Fresco  
 Bagel de Trigo Integral  
Comida  
 Leche  
 Zanahoria  
 Ensalada de Pollo  
 Fresa  
 Zanahoria o  
 la ciabatta  
Bocadillo  
 Requesón  
 Piña Machacada

**11** Desayuno Week 3  
 Leche  
 Mollete con Plátano  
 Naranja  
Comida  
 Leche  
 Chabacano  
 Queso Suizo  
 Tortilla de Trigo Integral  
 Varitas de Calabacita  
Bocadillo  
 Leche  
 Galletas Cheese-It

**14** Desayuno Week 4  
 Leche  
 Manzana  
 Cereal Integral Rice Krispies  
Comida  
 Leche  
 Hamburguesa de Res  
 Elote  
 Naranja  
 Pan de Trigo Integral  
Bocadillo  
 Galletas Cheese-It  
 Durazno

**15** Breakfast Week 4  
 Leche  
 Piña Machacada  
 Bagel de Trigo Integral  
Lunch  
 Leche  
 Chabacano  
 Frijoles Refritos  
 Queso Cheddar  
 Jitomate Picado  
 Tortilla de Trigo Integral  
Snack  
 Leche  
 Cereal Cheerios de Grano Inte

**16** Breakfast Week 4  
 Leche  
 Plátano Fresco  
 Avena  
Lunch  
 Leche  
 Enchilada de Queso con Salsa  
 Ensalada de Lechuga Romana  
 Naranja  
Snack  
 Puré de Garbanzo  
 Varitas de Verduras Melody

**17** Breakfast Week 4  
 Leche  
 Chabacano  
 Baritas de Pan Francés Tostado  
Lunch  
 Leche  
 Ensalada de Col  
 Mango  
 Tortilla de Trigo Integral  
 Rollo de Pavo y Queso  
Snack  
 Plátano Fresco  
 Barita de Queso

**18** Breakfast Week 4  
 Leche  
 Manzana  
 Mollete con Arándanos Azules  
Lunch  
 Leche  
 Melón  
 Zanahoria  
 Galletas de Trigo Integral  
 Ensalada de Atún  
Snack  
 Leche  
 Pescados Dorados de Galleta

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

**22** Desayuno Week 5  
 Leche  
 Manzana  
 Cereal Cheerios de Grano Inte  
Comida  
 Leche  
 Frijoles Refritos  
 Fresa  
 Zanahoria o  
 Salsa de Jitomate  
 Tortilla de Trigo Integral  
Bocadillo  
 Leche  
 Ojuelas de Cereal Multigrano

**23** Desayuno Week 5  
 Leche  
 Bizcocho de Trigo Integral  
 Durazno  
Comida  
 Leche  
 Melón  
 Zanahoria  
 Pan de Grano Integral  
 Rebanada de Pavo  
Bocadillo  
 Plátano Fresco  
 Galletas Cheese-It

**24** Desayuno Week 5  
 Leche  
 Avena  
 Piña Machacada  
 Pasas  
Comida  
 Leche  
 Chabacano  
 Ensalada de Lechuga Romana  
 Espagueti Horneado  
Bocadillo  
 Leche  
 Chex de fresa

**25** Desayuno Week 5  
 Leche  
 Mollete con Plátano  
 Naranja  
Comida  
 Leche  
 Plátano Fresco  
 Brócoli  
 Ensalada de Pollo  
 Galletas de Trigo Integral  
Bocadillo  
 Leche  
 Cereal Integral Rice Krispies

**28** Desayuno Week 1  
 NO CLASES  
 NO CLASES  
 NO CLASES  
Comida  
 NO CLASES  
 NO CLASES  
 NO CLASES  
 NO CLASES  
 NO CLASES  
 NO CLASES  
 NO CLASES  
Bocadillo  
 NO CLASES  
 NO CLASES

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

**30** Desayuno Week 1  
 Leche  
 Bizcocho de Trigo Integral  
 Durazno  
Comida  
 Leche  
 Burrito  
 Queso Cheddar  
 Lechuga Romana  
 Frijoles Refritos  
 Fresa  
 Zanahoria o  
 Jitomate Picado  
 Tortilla de Trigo Integral  
Bocadillo  
 Plátano Fresco  
 Barita de Queso

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

ITEM IV-B - INFORMATION

HEAD START POLICY COUNCIL MINUTES

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review the Policy Council minutes of the March 27, 2018 meeting.

**NOTES:**

## **REGULAR MEETING OF THE HEAD START POLICY COUNCIL**

*(Minutes reflect the actual progress of the meeting.)*

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

Tuesday, March 27, 2018  
9:00 a.m.

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

Mr. Reginald Castex called the meeting to order at 9:04 a.m. The Pledge of Allegiance was recited. The thought of the day was read. Ms. Henrietta Gutierrez called the roll and a quorum was established.

#### **Members Present:**

Kaoyee Xiong, Elk Grove Unified School District  
Jessica Bradsberry, Sacramento City Unified School District  
Andrea Scharnow, Sacramento City Unified School District  
Claudett Sanders, Early Head Start, Sacramento City Unified School District  
Henrietta Gutierrez, SETA-Operated Program  
Linda Litka, Past Parent/Community Representative  
Terri McMillin, Past Parent/Community Representative  
Penelope Scott, Grandparent/Community Representative  
Kenneth Tate, Outgoing Chair  
Reginald Castex, Men's Activities Affecting Children Committee

#### **Members Absent:**

Maria Castro-Flores, Sacramento City Unified School District (unexcused)  
Willie Holmes, Elk Grove Unified School District (unexcused)  
Yezenia Lopez, SETA-Operated Program (unexcused)  
Coline Jorgensen, San Juan Unified School District (unexcused)  
Charles Taylor, Twin Rivers Unified School District (excused)  
Mason Taylor, Birth & Beyond, Community Agency Representative (excused)

#### **Members to be seated:**

Griselda Cisneros, SETA-Operated Program  
Devon McCracken, SETA-Operated Program  
Marcheri Smith, SETA-Operated Program  
Alisha Givehchi, Early Head Start/Home Base (SOP)

#### **Members to be seated but absent:**

Domonique Garrett, WCIC/Playmate Child Development Center (unexcused)  
Benjamin Rye, WCIC/Playmate Child Development Center (unexcused)

Jessica Sherren, SETA-Operated Program (unexcused)

**II. Consent Item**

A. Approval of the Minutes of the February 27, 2018 Regular Meeting

Moved/Gutierrez, second/Tate, to approve the February 27, 2018 minutes.

Show of hands vote:

Aye: 13 (Bradsberry, Cisneros, Givehchi, Gutierrez, Litka, McCracken, McMillin, Sanders, Scharnow, Scott, Smith Tate, Xiong)

Nay: 0

Abstain: 1 (Castex)

Absent: 6 (Castro-Flores, Holmes, Jorgensen, Lopez, C. Taylor, M. Taylor)

**III. Action Item**

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

The Board went into closed session at 9:15 a.m. At 9:38 a.m., Mr. Castex called the meeting back to order and reported that during closed session, the board approved the following eligible lists: Associate Teacher, Associate Teacher/ Infant Toddler, Coordinator (Education) (Supervisory), Head Start Manager, and Program Analyst.

Ms. Scott left during closed session at 9:15 a.m.

B. Approval of the Parent Advisory Committee and Policy Council Joint Parent Activity

Mr. Tate provided a brief overview of the Parent Activity.

Moved/Cisneros, second/Xiong, that the Policy Council approve a joint parent activity with the Parent Advisory Committee.

Show of hands vote:

Aye: 12 (Bradsberry, Cisneros, Givehchi, Gutierrez, Litka, McCracken, McMillin, Sanders, Scharnow, Smith, Tate, Xiong)

Nay: 0

Abstain: 1 (Castex)

Absent: 7 (Castro-Flores, Holmes, Jorgensen, Lopez, Scott, C. Taylor, M. Taylor)

Ms. Denise Lee asked to review items B, C, and D together. Votes will be taken separately.

Ms. Lee reviewed page 16 of the agenda and provided an overview of the various ways Head Start services are provided at the center level. Staff recently received a call from the Administration from Children and Families that additional

funds would be available on a one-time basis for program improvement projects. SETA submitted a request for \$200,000 and was subsequently awarded \$125,032. There were two specific projects being targeted for these funds. Part of the funds were for the modular at Hopkins Park and the second project was a playground. After consideration of the funds received, only the modular would be worked on for the \$125,032. The playground will be funded with under-spent funds in the HS/EHS Budget Modification. The SETA Governing Board will be meeting later today to approve this item as well.

Ms. Lee shared that grant funds are 'use it or lose it' funding. After reviewing the budget, SETA is expected to be underspent by approximately \$1.1 million. This item requests moving \$1.1 million from personnel and fringe to a variety of other cost categories. Ms. Lee distributed a list of a deferred maintenance items that will be done with the under-spent funds.

C. Approval of Budget Modification for Head Start and Early Head Start Program Year 2017-2018

Moved/Cisneros, second/Bradsberry, to approve a budget modification in the amount of \$1,084,000 from Head Start Personnel and Fringe Benefits and \$105,000 from Early Head Start Other/Occupancy to Equipment, Supplies, Construction, and Other for the SETA Operated Program for the 2017-2018 program year.

Show of hands vote:

Aye: 12 (Bradsberry, Cisneros, Givehchi, Gutierrez, Litka, McCracken, McMillin, Sanders, Scharnow, Smith, Tate, Xiong)

Nay: 0

Abstain: 1 (Castex)

Absent: 7 (Castro-Flores, Holmes, Jorgensen, Lopez, Scott, C. Taylor, M. Taylor)

D. Approval of Budget Modification for Early Head Start-Child Care Partnership PY 2017-2018

Moved/Xiong, second/Scharnow, to approve an Early Head Start-Child Care Partnership budget modification in the amount of \$240,000 from Personnel and Fringe Benefits to Equipment, Supplies, and Construction for the 2017-2018 program year.

Show of hands vote:

Aye: 12 (Bradsberry, Cisneros, Givehchi, Gutierrez, Litka, McCracken, McMillin, Sanders, Scharnow, Smith, Tate, Xiong)

Nay: 0

Abstain: 1 (Castex)

Absent: 7 (Castro-Flores, Holmes, Jorgensen, Lopez, Scott, C. Taylor, M. Taylor)

E. Approval of the Submission of the Early Head Start-Child Care Partnership Supplemental Program Improvement Application 2017-2018

Moved/McMillin, second/Smith, to approve the submission of the Program Improvement Supplemental application for the Early Head Start-Child Care Partnership Program in the amount of \$125,032 for Fiscal Year 2017-2018.

Show of hands vote:

Aye: 12 (Bradsberry, Cisneros, Givehchi, Gutierrez, Litka, McCracken, McMillin, Sanders, Scharnow, Smith, Tate, Xiong)

Nay: 0

Abstain: 1 (Castex)

Absent: 7 (Castro-Flores, Holmes, Jorgensen, Lopez, Scott, C. Taylor, M. Taylor)

#### **IV. Information Items**

##### **A. Standing Information Items**

- PC/PAC Calendar of Events: Mr. Castex new proposed time for the Budget/Planning Committee is March 30 at 1 p.m. or April 6 at 1 p.m.

Ms. McMillin left at 10:12 a.m.

It was decided that there will not be a Budget/Planning Committee meeting on March 30. The meeting will be moved to April 6, 1 p.m. The PC/PAC Bylaws Committee has been canceled with a date yet to be determined. Mr. Castex stated that the Fishing in the City is open to everyone.

Ms. Belinda Malone provided additional information on the Parent Leadership Institute. This is an annual training provided to assist board members with leadership skills. This is a two-part workshop with lunch provided.

Mr. Tate requested an updated calendar be distributed to board members.

- Parent/Staff Recognition: None.
- Toastmasters Update: Mr. Castex reported that the last meeting was a great success. This training assists people on how to feel comfortable speaking in large groups. Ms. Sanders reported that she attended the training and learned how to not say 'um'; it was a great meeting.
- Crocker Art Museum Tour Report: Ms. Gutierrez reported that the MAACC held a day at the Crocker Art Museum. It was an exciting tour and the children had a great time. She urged board members to take their children; the museum has a lot of dates where the entry fee is waived. Ms. Xiong stated that if anyone has children 0-5 of age, she has free passes to the Crocker Art Museum.
- Early Learning Advocacy Day Report: Mr. Silva provided an overview of the Early Learning Advocacy Day tour. They met with Assemblyman McCarty and Assemblyman Pan. It gave the group the opportunity to get the parents involved and aware of advocacy.
- Fiscal Monthly Report/Corporate Card Monthly Statement of Account: Ms. D'et Saurbourne reported that the budget is on target so far this year. The In-kind is



looking good and the administrative costs are well below the 15% so far this year. Credit card statements were reviewed. No questions from the Board.

- Community Resources: Parents/Staff: Mr. Silva discussed a budgeting work shop to be held at the Franklin One Stop Career Center, Wednesday, April 4<sup>th</sup>. The group will be meeting at SETA and leaving at 8:30 a.m. from the light rail to the bus stop near the One Stop Career Center. Mr. Silva urged parents to sign up for this field trip. Ms. Xiong asked if this is open to SETA only. Ms. Malone clarified that anyone can go to the budgeting workshop, but the field trip is for SETA PC/PAC. The parents and attendees can use their own vehicles if they prefer.
- Committee Reports:
  - ◆ Executive Committee: Ms. Gutierrez reviewed the critique.
  - ◆ Budget Planning Committee: Mr. Tate reviewed the March 23 meeting; they had a good turnout. They discussed the opening of the new site on Martin Luther King Blvd. Board members were asked to vote on a possible name for the new center. Ms. Lee gave a great presentation during the budget meeting. Mr. Tate invited members to attend the April 6 budget meeting.
    - ✓ Birth & Beyond: No report.

B. SETA Governing Board Minutes: December 7, 2017: No comments.

#### **V. Committee Reports**

- Executive Committee Meeting Critique: The critique was reviewed.
- Budget/Planning Committee: No additional report.
- Men's Activities Affecting Children Committee (MAACC)/Parent Ambassadors Committee: Mr. Tate would like to have input from other members and encourages them to attend.
- Social/Hospitality Committee: Ms. Gutierrez reported that this committee plans two activities during the year. Currently, committee members are reviewing 11 potential parent activities. The next meeting is scheduled for Wednesday, April 11 a.m. to 12:30 p.m. She welcomes others to bring their ideas.
- Maternal, Child and Adolescent Health Advisory Board: No report
- Sacramento Medi-Cal Dental Advisory Committee: No report.

#### **V. Other Reports**

- A. Executive Director's Report – No Report
- B. Head Start Deputy Director's Report: Ms. Lee stated staff received notification that new Federal budget includes a slight increase in funds for EHS expansion, full day duration services, and a COLA. More details to come as we learn more. The CLASS review is scheduled for next week but no feedback will be given during the week.
- C. Chair's Report- Ms. Desha: There is a birthday cake for board members to enjoy after the meeting.
- D. Head Start Managers' Reports- No report

- Lisa Carr - Family Engagement, Home Base, and ERSEA Services
  - Robyn Caruso - Program Support, Quality Assurance, and EHS-CCP services
  - Karen Griffith - School Readiness, Special Education and Mental Health Services
  - Vacant - Health, Nutrition and Safe Environments Services
- E. Open Discussion and Comments: Ms. McCracken asked for badges and Mr. Castex replied that new members will receive them at orientation.
- F. Public Participation: No comments.
- VII. Adjournment:** The meeting was adjourned at 10:55 a.m.

ITEM V

COMMITTEE REPORTS

➤ Executive Committee

Critique of the April 24, 2018 special Parent Advisory Committee meeting.

<b>GOOD!!!</b>
Thank you, Ms. Denise Lee, for a well-executed presentation on EHS/HS/CCP required approvals for Program Year 2018-2019.
Thank you, Mr. Robert Silva, for shared information on community resources.
Congratulations to newly seated board members.
<b>NEEDS IMPROVEMENT</b>
<b>Please, no side bar conversations.</b>
If you will be late or will not attend the PAC board meeting, please call or e-mail Angel Chenault (916-821-7099, Chair), Marie Desha (916-263-4082), or Nancy Hogan (916-263-3827).
<b>Please be recognized by the Chair prior to requesting a point of privilege (includes leaving your seat).</b>
<b>ATTENDANCE.</b> Please make every effort to attend board meetings and committee meetings.
<b>REMINDERS</b>
Please be on time and be seated by 8:50 a.m.
** Please turn off <u>all</u> electronic devices. Please provide (916) 263-3800 for emergencies.
<b>No eating in the Board room.</b>

➤ Budget/Planning Committee: Ms. Angel Chenault

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ITEM V-COMMITTEE REPORTS (continued)  
Page 2

➤ Social/Hospitality Committee: Ms. Angel Chenault

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➤ Personnel/Bylaws Committee: Ms. Angel Chenault

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➤ MAACC/Parent Ambassadors Committee: Ms. Angel Chenault

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## 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. Henrietta Gutierrez, Ms. Griselda Cisneros, Ms. Marcheri Smith, Ms. Devon McCracken, Ms. Marley Schurr
- Head Start Deputy Director's Report – Ms. Denise Lee
  - ✓ Monthly Head Start Report (attached)
- Head Start Managers' Reports
  - Lisa Carr - Family Engagement, Home Base, and ERSEA Services
  - Robyn Caruso - Program Support, Quality Assurance, and EHS-CCP services
  - Karen Griffith - School Readiness, Special Education and Mental Health Services
  - Vacant - Health, Nutrition and Safe Environments Services

#### NOTES:

<b>SETA Head Start/Early Head Start Enrollment Report</b>						
<b>(Enrollment as of the last service day of the month)</b>						
<b>Last Service Day of Month: 04/30/2018</b>						
<b>Site</b>	<b>Loc Id</b>	<b># Enrolled</b>	<b># Present</b>	<b># Absent</b>	<b># Term W/I 30</b>	<b>Total</b>
Alder Grove ELC	1247S	20	17	3	0	20
Auberry Park	1238A	19	14	5	2	21
Auberry Park	1238B	20	18	2	0	20
Bannon Creek	1200A	18	16	2	2	20
Bannon Creek	1200B	20	18	2	0	20
Bannon Creek	1200C	18	15	3	2	20
Bannon Creek	1200D	20	15	5	1	21
Bright Beginnings	1201V	20	19	1	1	21
Bright Beginnings	1201W	19	16	3	3	22
Crossroad Gardens	1242A	6	0	6	1	7
Crossroad Gardens	1242B	6	0	6	0	6
Crossroad Gardens	1242R	21	16	5	1	22
Crossroad Gardens	1242X	22	20	2	0	22
Elkhorn	1255A	20	18	2	0	20
Elkhorn	1255B	18	15	3	0	18
Elkhorn	1255C	19	14	5	0	19
Elkhorn	1255D	19	19	0	0	19
Elkhorn	1255X	21	19	2	0	21
Freedom Park	1239A	19	14	5	0	19
Freedom Park	1239B	18	14	4	1	19
Freedom Park	1239C	17	14	3	0	17
Freedom Park	1239D	20	17	3	0	20
Freedom Park	1239R	17	15	2	0	17
Freedom Park	1239X	19	18	1	2	21
Fruitridge	1216A	20	16	4	1	21
Fruitridge	1216B	20	15	5	0	20
Fruitridge	1216C	20	20	0	1	21
Fruitridge	1216D	20	15	5	0	20
Galt	1234A	20	17	3	0	20
Galt	1234B	20	16	4	0	20
Galt	1234C	20	14	6	0	20
Galt	1234D	20	17	3	0	20
Galt	1234E	20	15	5	0	20
Galt	1234F	19	14	5	1	20

<b>SETA Head Start/Early Head Start Enrollment Report</b>						
<b>(Enrollment as of the last service day of the month)</b>						
<b>Last Service Day of Month: 04/30/2018</b>						
<b>Site</b>	<b>Loc Id</b>	<b># Enrolled</b>	<b># Present</b>	<b># Absent</b>	<b># Term W/I 30</b>	<b>Total</b>
Grizzly Hollow	1252A	20	17	3	0	20
Grizzly Hollow	1252B	20	15	5	0	20
Hillsdale	1228A	18	14	4	0	18
Hillsdale	1228B	20	17	3	1	21
Hillsdale	1228C	19	14	5	1	20
Hillsdale	1228D	20	18	2	0	20
Hillsdale	1228R	20	16	4	0	20
Hillsdale	1228X	20	17	3	0	20
Hopkins Park	1253A	19	18	1	1	20
Hopkins Park	1253B	19	16	3	0	19
Hopkins Park	1253C	20	18	2	0	20
Hopkins Park	1253D	20	18	2	0	20
Illa Collin	1221V	20	18	2	0	20
Job Corp	1237X	22	16	6	0	22
Kennedy Estates	1240A	19	14	5	1	20
Kennedy Estates	1240B	20	16	4	0	20
La Verne Sterwart	1219S	20	18	2	0	20
Marina Vista ELC	1246R	20	19	1	0	20
Marina Vista ELC	1246S	20	19	1	0	20
Marina Vista ELC	1246X	22	20	2	0	22
Mather	1223A	20	13	7	0	20
Mather	1223B	17	12	5	1	18
Mather	1223C	20	16	4	0	20
Mather	1223D	16	14	2	0	16
Mather	1223X	20	19	1	0	20
Nedra Court	1244V	19	16	3	0	19
Nedra Court	1244W	20	20	0	0	20
Norma Johnson	1214A	17	16	1	1	18
Norma Johnson	1214B	20	16	4	2	22
Norma Johnson	1214X	21	16	5	0	21
North Avenue	1256A	19	17	2	1	20
North Avenue	1256B	19	15	4	1	20
North Avenue	1256X	20	18	2	0	20
Northview	1224A	20	20	0	0	20

<b>SETA Head Start/Early Head Start Enrollment Report</b>						
<b>(Enrollment as of the last service day of the month)</b>						
<b>Last Service Day of Month: 04/30/2018</b>						
<b>Site</b>	<b>Loc Id</b>	<b># Enrolled</b>	<b># Present</b>	<b># Absent</b>	<b># Term W/I 30</b>	<b>Total</b>
Northview	1224B	20	20	0	1	21
Northview	1224C	20	13	7	0	20
Northview	1224D	20	16	4	0	20
Northview	1224X	22	15	7	0	22
Parker	1207S	15	12	3	0	15
Phoenix Park	1248A	20	18	2	0	20
Phoenix Park	1248B	17	14	3	0	17
Phoenix Park	1248X	22	18	4	0	22
Sharon Neese	1249R	20	17	3	0	20
Sharon Neese	1249X	20	15	5	0	20
Solid Foundation	1254A	20	20	0	0	20
Solid Foundation	1254B	19	15	4	1	20
Solid Foundation	1254C	20	17	3	1	21
Solid Foundation	1254D	20	16	4	0	20
Strizek Park	1225A	20	17	3	0	20
Strizek Park	1225B	20	18	2	2	22
Walnut Grove	1235V	20	16	4	0	20
Walnut Grove	1235W	19	19	0	0	19
Alder Grove Infant/Toddler Center	1212M	7	7	0	1	8
Alder Grove Infant/Toddler Center	1212U	7	7	0	1	8
Crossroad Gardens	1242U	8	7	1	0	8
Elkhorn	1255M	8	7	1	0	8
Elkhorn	1255U	8	6	2	1	9
Grizzly Hollow	1252P	8	5	3	1	9
Job Corp	1237O	7	5	2	1	8
Job Corp	1237P	6	6	0	1	7
Job Corp	1237Q	7	3	4	0	7
Marina Vista ELC	1246U	8	7	1	0	8
Mather	1223M	6	6	0	1	7
Mather	1223U	5	4	1	2	7
Norma Johnson	1214U	7	7	0	2	9
North Avenue	1256P	8	6	2	1	9
Northview	1224U	8	5	3	1	9
Phoenix Park	1248U	8	7	1	0	8



<b>SETA Head Start/Early Head Start Enrollment Report</b>						
<b>(Enrollment as of the last service day of the month)</b>						
<b>Last Service Day of Month: 04/30/2018</b>						
<b>Site</b>	<b>Loc Id</b>	<b># Enrolled</b>	<b># Present</b>	<b># Absent</b>	<b># Term W/I 30</b>	<b>Total</b>
Sharon Neese	1249M	8	4	4	0	8
Sharon Neese	1249U	8	7	1	1	9
<b>TOTALS for Head Start</b>		<b>1787</b>	<b>1488</b>	<b>299</b>	<b>48</b>	<b>1835</b>
<b>HS Totals</b>	<b>1655</b>					
<b>Drops w/in 30</b>	<b>34</b>					
<b>P/S Home Base</b>	<b>151</b>					
<b>Total</b>	<b>1840</b>					
<b>EHS Totals</b>	<b>132</b>					
<b>Drops w/in 30</b>	<b>14</b>					
<b>EHS Home Base</b>	<b>184</b>					
<b>SCOE</b>	<b>72</b>					
<b>River Oaks</b>	<b>61</b>					
<b>Total</b>	<b>463</b>					
<b>GRAND TOTAL</b>	<b>2303</b>					

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

## SETA Head Start/Early Head Start

## Monthly Program Enrollment Report for School Year 2017 to 2018

Period: April 2018

Part Day Classes						
			Present Only		Present/Excused	
Center Name	Funded Enrollment	Total Days	ADA	% ADA	ADA	%ADA
Auberry Park	40	17	29	73%	38	95%
Solid Foundation	80	20	61	76%	78	98%
Galt	119	20	95	80%	119	100%
Freedom Park	75	20	56	75%	71	95%
Kennedy Estates	40	17	28	70%	36	90%
Nedra Court	39	17	35	90%	38	97%
Bright Beginnings	40	17	32	80%	39	98%
Bannon Creek	80	20	63	79%	78	98%
Grizzly Hollow	40	17	33	83%	40	100%
Phoenix Park	37	20	30	81%	37	100%
North Avenue	40	20	29	73%	37	93%
Fruitridge	79	20	63	80%	78	99%
Hillsdale	80	20	59	74%	73	91%
Illa Collin	20	17	16	80%	19	95%
Walnut Grove	39	20	32	82%	38	97%
Crossroad Gardens	0	21	1	0%	13	0%
Hopkins Park	79	20	63	80%	77	97%
Mather	74	20	55	74%	71	96%
Strizek Park	40	20	30	75%	39	98%
Elkhorn	76	20	62	82%	75	99%
Norma Johnson	40	20	29	73%	37	93%
Northview	80	20	63	79%	79	99%

## SETA Head Start/Early Head Start

## Monthly Program Enrollment Report for School Year 2017 to 2018

Period: April 2018

Full Day Classes						
			Present Only		Present/Excused	
Center Name	Funded Enrollment	Total Days	ADA	% ADA	ADA	%ADA
Crossroad Gardens	44	21	33	75%	44	100%
Northview	22	20	17	77%	21	95%
Alder Grove ELC	20	17	15	75%	20	100%
Hillsdale	40	20	32	80%	39	98%
Marina Vista ELC	62	20	55	89%	61	98%
Parker	15	17	11	73%	15	100%
Phoenix Park	22	21	18	82%	22	100%
North Avenue	20	20	18	90%	20	100%
Elkhorn	22	20	19	86%	21	95%
Sharon Neese	40	21	33	83%	40	100%
La Verne Sterwart	20	20	17	85%	20	100%
Norma Johnson	21	21	17	81%	21	100%
Job Corp	22	20	18	82%	21	95%
Mather	21	21	17	81%	20	95%
Freedom Park	38	20	30	79%	35	92%

## SETA Head Start/Early Head Start

## Monthly Program Enrollment Report for School Year 2017 to 2018

Period: April 2018

Early Head Start Classes						
Center Name	Funded Enrollment	Total Days	Present Only		Present/Excused	
			ADA	% ADA	ADA	%ADA
Alder Grove Infant/Toddler Center	16	21	13	81%	15	94%
Elkhorn	16	21	11	69%	15	94%
North Avenue	8	20	6	75%	7	88%
Phoenix Park	8	21	7	88%	8	100%
Marina Vista ELC	8	21	7	88%	8	100%
Mather	14	21	10	71%	12	86%
Crossroad Gardens	8	21	6	75%	8	100%
Norma Johnson	8	21	6	75%	7	88%
Northview	8	21	6	75%	8	100%
Sharon Neese	16	21	13	81%	16	100%
Job Corp	22	20	15	68%	19	86%
Grizzly Hollow	8	20	7	88%	8	100%

# SPECIAL EDUCATION REPORT

## Sacramento County Head Start/Early Head Start

**April 2018**

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

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

Agency	AFE (HS)	Total IEPs	% of AFE	AFE (EHS)	Total IFSPs	% AFE
<b>SETA operated</b>	1988	249	<b>13%</b>	377	124	<b>33%</b>
<b>Twin Rivers USD</b>	180	23	<b>13%</b>	16	0	<b>0%</b>
<b>Elk Grove USD</b>	440	56	<b>13%</b>			
<b>Sac City USD</b>	1211	134	<b>11%</b>	144	25	<b>17%</b>
<b>San Juan USD</b>	668	108	<b>16%</b>	160	18	<b>11%</b>
<b>WCIC</b>	100	11	<b>11%</b>			
<b>EHS CCP</b>				80	9	<b>11%</b>
<b>COUNTY TOTAL</b>	<b>4587</b>	<b>581</b>	<b>13%</b>	<b>777</b>	<b>176</b>	<b>23%</b>

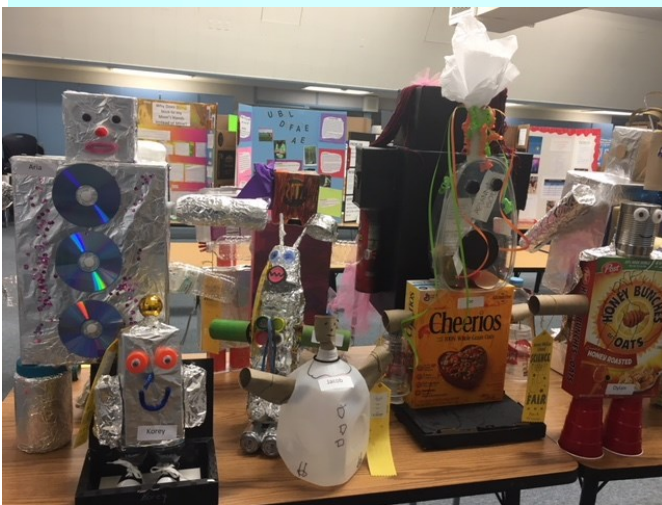
*AFE: Annual Funded Enrollment*



# Monthly Program Information Report

## Elk Grove PreK Students Participate in Science Fair

Last month Elk Grove USD held science fairs and students in the PreK class at James McKee entered robots they had made out of recycled materials. They had made robots as part of the recycling theme in *The Creative Curriculum*. This is a great example of how EGUSD is engaging preschool students in school site events.



## Contest Extended

In March, the SETA administration solicited names for the new Head Start/Early Head Start center located on Martin Luther King Jr Blvd. The contest has been extended through **June 15, 2018**. Names already submitted do not need to be submitted again. They will remain on the nomination list with exception of celebrity/political figure names. Unfortunately, celebrity/political figure names cannot be considered for this contest.

Please check the internet to confirm your nominated name is not a duplicate of another child care center within / around Sacramento County and /or are not celebrity/political affiliate names.

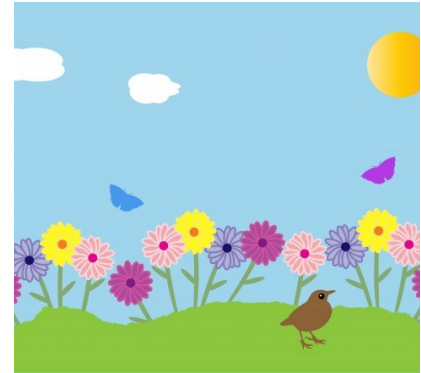
Submit names to Wendy Tanner at [wendy.tanner@seta.net](mailto:wendy.tanner@seta.net) no later than **June 15, 2018 at 5:00 p.m.**

## Results of the Federal Monitoring Review

On April 30th, SETA received its final report from the Focus Area 2 Federal Review. The report was very brief, but showed that each service area was in compliance with exception of one minor non-compliance in ERSEA. The finding stated *“The program did not establish an effective system to analyze and respond to low monthly attendance at the grantee level. Ten percent of classrooms observed during the monitoring review had monthly attendance rates below the 85 percent requirements since August 2017. The program has demonstrated efforts of tracking, monitoring, and following-up on individual absences; however, they are just beginning phases of implementing a program-wide initiative to address its chronic attendance issue.”*

SETA will participate in a corrective plan of action with ACF and demonstrate full compliance no later than August 27th. Once developed, the plan will be shared with the boards. As part of the clearance process, ACF may be on-site to verify correction.

SETA has not yet received the final report for the CLASS Review. We expect it very soon.



*Spring is in the Air*

## Head Start Funding Increase FY 2018

**ACF-PI-HS-18-03 Fiscal Year 2018 Head Start Funding Increase**— President Trump signed Public Law 115-141, the Consolidated Appropriations Act of 2018, on March 23, 2018. Included is \$9,863,095 for programs under the Head Start Act, an increase of \$610 million over the fiscal year (FY) 2017 funding level. Of this increase, \$216M provides grantees:

- 2.6 percent cost-of-living adjustment (COLA)
- \$260M to support grantees in increasing their hours of program operations
- \$115M for early Head Start-Child Care Partnership and Early Head Start Expansion (including a 2.5% COLA for existing grantees)

More details will be forth-coming from ACF/OHS in the next few weeks.

## Study of Coaching Practices in Early Care and

Open Comment Period — The Administration for Children and Families (ACF) at the U.S. Department of Health and Human Services (HHS) seeks approval to collect descriptive information for the Study of Coaching Practices in Early Care and Education Settings (SCOPE) project. The goal of this information collection is to identify how professional development coaching practices for early care and education (ECE) providers are implemented and vary in ECE classrooms serving children supported by Child Care and Development Fund (CCDF) subsidies or Head Start grants. This study will focus primarily on coaching used for delivering professional development services to ECE teachers and caregivers to improve knowledge and practice in center-based classrooms and family child care (FCC) homes serving preschool-age children. This study aims to advance understanding of how core features of coaching are implemented in ECE classrooms, how the features may vary by key contextual factors and implementation drivers, and which are ripe for more rigorous evaluation. For more information visit the website at: <https://www.gpo.gov/fdsys/pkg/FR-2018-04-03/html/2018-06684.htm>

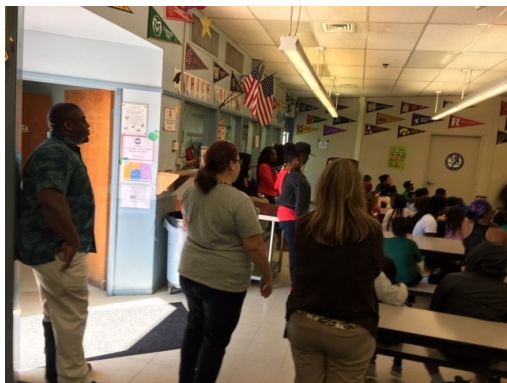
## MAACC Hosts Fishing in the City

On April 21st, the Men's Activities Affecting Children's Committee (MAACC) hosted its annual Fishing in the City activity. Over seventy (70) children and their families attended the event, enjoying the fresh outdoors and some great family bonding time. Wildlife expert, Richard Munoz, hosted the event with fishing poles, bait and family workshops on the basics of fishing along with fish and their natural habitat.



## Twin Rivers USD Open House

Twin Rivers USD hosted an Open House in April 2018. The event focused on math and all classrooms engaged parents and students in different activities. The school's favorite librarian started the event with a wonderful book reading related to counting hats. Parents then visited all of the classrooms and received information from community agencies. The event was topped off with a delicious treat from the TRUSD Nutrition Department and





## EHS Home Base Field Trip to the Zoo

Early Head Start Home Base families had the opportunity to visit Sacramento Zoo and Folsom Zoo which are perfect day trip destinations for any season! As children explore the zoo, they are exposed to words and concepts. What a great way to spark curiosity and enhance language development. The visit to the zoo was a perfect way to spend a day together and promote family bonding. The children, families and Home Visitors had a wonderful time interacting with each other and becoming more aware of the world of animals.





## EHS Home Base Gets a Visit from the Dentist

In addition to a great day out in the sun, the home base families had the opportunity to establish a connection to a dental or medical provider through available representatives from *Liberty Dental Plan* and *Sacramento Covered*. There was also a Dental Hygienist available from *Early Smiles Sacramento* to perform screening and fluoride varnish for participating children and adults.



## **Enrolling Now!!**

School is almost out for the summer.  
Secure your enrollment for Fall 2018.  
For enrollment information, please  
call:

### **SETA**

916.263.3804

### **Elk Grove USD**

916.686.7595

### **Sacramento City USD**

916.643.7800

### **San Juan USD**

916.971.7375

### **Twin Rivers USD**

916.566.1600

### **Women's Civic Improvement Club**

916.451.8870

## **School Readiness Update (SETA)**

**Child Assessments** - Teachers across Sacramento County are finishing up their last DRDP assessment for the school year. Teachers will receive their student's assessment data and meet with parents to plan goals based around their child's individual developmental needs. Traditional teaching staff will meet with the parents and plan goals for the parents to work on with their child over the summer. Year round teachers at SETA will provide parents with at home activities to help their child meet their specific goals as well as working with the children in the classroom.

**Teaching Pyramid**—The Sac City and SETA Teaching Pyramid Collaboration Cohort will meet in May for Module 3A. This module focuses on effective strategies for observing children and identifying the meaning/function of their behavior to help teachers identify skills that could be targeted for instruction. A group of SETA education coordinators, intervention specialists, and program officers are attending the Teaching Pyramid Symposium in May. The information will be brought back and incorporated into coaching, training, and one on one support throughout Head Start classrooms in Sacramento County.

**Staff Development**—Some of the education coordinator staff will be attending the STEM institute on May 7-9th, the staff attending will bring back the information to add to the Creative Curriculum resources being used in the classroom, support CLASS teaching practices, and to provide STEM trainings to EHS and preschool teachers.



## 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: