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THOUGHT OF THE DAY: "The heights of your achievements are determined by the depth of your self-belief, the strength of your resolve and the intensity of your efforts."

Author: Dr. Roopleen

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

DATE: Tuesday, June 19, 2018

TIME: 9:00 a.m.

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

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

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DISTRIBUTION DATE: WEDNESDAY, JUNE 13, 2018

Parent Advisory Committee meeting hosted by:
 Angel Chenault (Chair), Griselda Cisneros (Vice Chair), Henrietta Gutierrez (Secretary),
 vacant (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
- ___ Vacant, 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
- ___ Vacant, 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
- ___ Vacant, 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"/> Christian Parada, Bannon Creek Head Start
<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, Grizzly Hollow 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"/> Natalie Holland, Solid Foundation 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, Strizek Park Head Start
<input type="checkbox"/> Vacant, Walnut Grove 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	U						
Natalie Holland Seated	BC													
Christian Parada Seated	BC													
Vacant Seated	CR													
Alisha Givehchi Seated	EHS/HB													
Vacant Seated	EL													
Vacant Seated	FP													
Vacant Seated	FP													
Vacant Seated	FT													
Vacant Seated	G													
Brittini Cearly Seated 4/16	GH			X		E	U	U						
Vacant Seated	H													
Devon McCracken Seated 12/19	HB		X	X		X	X	X						
Marci Martin Seated 4/24	HB						X	U						
Vacant Seated	IC													
Angela Moore Seated 11/21	HP	X	X	U		X	X	X						
Vacant Seated	JC													
Vacant Seated	JC													
Vacant Seated	K													
Henrietta Gutierrez Seated 11/21	LVS	X	X	X		X	X	X						
Marley Schurr Seated 11/21	MCBB	X	X	X		X	X	X						
Marcheri Smith Seated 3/20	MV					X	X	X						
Vacant Seated	M													
Griselda Cisneros Seated 11/21	NA		X	X		X	X	X						
Vacant Seated	NC													
Vacant Seated	NJ													
Vacant Seated	NV													
Spring Burrell Seated 3/20	NV					X	X	E						
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													
Natalie Holland Seated	SF													
Vacant Seated	SN													
Lynnette Mims Seated	SP						AP	AP						
Esmeralda Rios Sanchez Seated 11/21	WC	X	X	E		U	X	U						
Vacant Seated	FPR													
Robin Blanks Seated 12/19	MAACC		X	X		X	X	X						
Angel Chenault Seated 11/21	CR/PP	X	X	X		X	X	X						
Penelope Scott Seated 11/21	CR/PP	X	X	X		X	X	X						
Vacant Seated	CR/GP													
Vacant Seated	OGC													

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

1. First, call your Alternate(s) to see if they can attend in your place;
2. Second, call Head Start Social Services/Parent Involvement Coordinator, Ms. Marie Desha, at 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

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	SCOE:	Sacramento County Office of Education
HP:	Hopkins Park	SF:	Solid Foundation
IC:	Illa Collin	SN:	Sharon Neese
JC:	Job Corps	SP:	Strizek Park
		WG:	Walnut Grove

Representative Abbreviations

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

Attendance Record Abbreviations

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

Current a/o: 6/12/2018 12:17 PM

PRESENTATION

SACRAMENTO PUBLIC LIBRARY

BACKGROUND:

This provides an opportunity for Ms. Rivkah Sass, Executive, and Ms. Donna Zick, Early Learning Specialist, of the Sacramento Public Library, to present an overview of services available at the library.

NOTES:

ITEM II-A – CONSENT

APPROVAL OF MINUTES OF THE MAY 15, 2018 SPECIAL MEETING

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review and approve the minutes of the May 15, 2018 meeting.

RECOMMENDATION:

Approve the minutes of the May 15, 2018 meeting.

NOTES:

ACTION: Moved: _____ Second: _____

VOTE: Aye _____ Nay: _____ Abstain: _____

SPECIAL MEETING OF THE HEAD START PARENT ADVISORY COMMITTEE

(Minutes reflect the actual progress of the meeting.)

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

Tuesday, May 15, 2018
9:30 a.m.

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

A. Presentation: Mason Taylor: Birth and Beyond

Mr. Mason Taylor, Birth and Beyond, provided a presentation of services available at the nine Birth and Beyond sites. Birth and Beyond has been around for 20 years and receives funding from First 5 Sacramento, Medi-Cal, County of Sacramento, and AmeriCorps California. Referrals come from many places including those that self-refer and go on-line. Those interested in receiving the most current information are urged to go to Facebook and 'friend' Birth and Beyond.

Ms. Angel Chenault called the PAC meeting to order at 9:45 a.m. and read the thought of the day. The Pledge of Allegiance was recited. Ms. Henrietta Gutierrez called the roll; a quorum was established.

Members Present:

Devon McCracken
Angela Moore
Henrietta Gutierrez
Marley Schurr
Marcheri Smith
Griselda Cisneros
Angel Chenault
Penelope Scott
Robin Blanks
Lynnette Mims, Alternate, Strizek
Park was seated at 9:47 a.m.

Members Absent:

Iysha Huel (unexcused)
Brittini Cearly (unexcused)
Marci Martin (unexcused)
Spring Burrell (excused)
Esmeralda Rios Sanchez (unexcused)

II. Consent Item

A. Approval of the Minutes of the April 24, 2018 Special Meeting

Minutes were reviewed; no questions or corrections.

Moved/Cisneros, second/Gutierrez, to approve the April 24, 2018 minutes.

Show of hands vote:

Aye: 9 (Blanks, Cisneros, Gutierrez, McCracken, Mims, Moore, Schurr, Scott, Smith)

Nay: 0

Abstentions: 1

Absent: 5 (Burrell, Cearly, Huel, Martin, Rios Sanchez)

III. Action Items: None.

IV. Information Items

B. Standing Information Items

- PC/PAC Calendar of Events: Ms. Gutierrez reviewed the calendar of events.
- Fiscal Monthly Report/Corporate Card Monthly Statement of Account – Ms. D'et Saurbourne the budget under expended at this time. However, the administrative costs and in-kind are on track. WOCOIA is an organization on line for wellness. We subscribe for resources for the wellness program for staff.
- Toastmasters Training: Ms. Gutierrez reported that she attended the last training and she is learning how to improve her speaking skills.
- Parent Leadership Institute Reports: Ms. Cisneros really enjoyed the training. She enjoyed the workshop and was happy that other board members were in attendance. Ms. Scott enjoyed the training as well.
- Parent/Staff Recognitions: Ms. Chenault presented a certificates to Ms. Robin Blanks and Ms. Belinda Malone for their participation in the Parent Leadership Institute.
- Child Care Center Food Menu: No questions.
- Community Resources – Parents/Staff: Mr. Robert Silva highlighted some local resources available to families.

B. Policy Council Minutes: March 27, 2018: No questions.

V. Committee Reports

- Executive Committee Meeting Critique: Ms. Gutierrez reviewed the critique.
- Budget/Planning Committee: No report.
- Social/Hospitality Committee: The next meeting is Thursday, May 31. Ms. Gutierrez provided an overview of what this committee does. Ms. Gutierrez reported that this committee plans the parent activity and the end-of-year celebration.
- Personnel/Bylaws Committee: Ms. Marley Schurr reported that the attendees reviewed the PAC bylaws and will begin reviewing the PC bylaws at their next meeting.
- MAACC/Parent Ambassadors Committee: Ms. Scott reported that the Parent Ambassadors reviewed their mission statement. In addition, attendees spoke of the Fishing in the City event; everyone seemed to enjoy the event.

VI. Other Reports

- Chair's Report: No report.
- Policy Council Report(s): Ms. Griselda Cisneros reviewed the April 24 meeting.
- Head Start Deputy Director's Report: Ms. Lee referred board members to page 45 of the agenda packet. Three funding opportunities are in the works. A Cost-of-living Adjustment (COLA) of 2.6% is expected to be applied to personnel, fringe benefits and related costs. Staff is in the process of negotiating with the union. Two other non-competitive applications are in the works. An application for duration funds allow a typical part-day program to expand to six hours a day. The majority of the centers are 3 or 4 hours so the additional funds will allow for extended hours to meet the higher minimum numbers expected. Another round of Child Care Partnership and Expansion funds will be available. Staff has not yet received formal notification of these funding opportunities. Staff received notification that the EHS/CCP budget modification of \$240,000 was approved. In addition, the final federal review results were received. Although there was one minor finding in the data analysis of attendance at the grantee level, everything went well. A corrective action plan will be written; staff will provide a report back on this. There were issues with names for the new center. The vote was extended. It was determined that names of characters, professionals, or elected officials could not be utilized.
 - ✓ Monthly Head Start Report
- Head Start Managers' Reports
 - Lisa Carr - Family Engagement, Home Base, and ERSEA Services: Ms. Carr will be getting in some student nurse interns for the summer. The interns will be working on oral health, postpartum depression, and home visits. The interns will also be looking at childhood obesity, and how to improve our immunization rates for home-based children. The Hopkins center was closed last Friday. The family services workers and staff have been working to place the children into nearby centers. Ms. Carr urged parents to continue bringing their children to school during the summer months. Staff has been working on attendance and a three-prong approach to getting children to school will be rolled out August 1 (the new school year). This will include ways teachers can engage parents to ensure children get to school. A report on this will be provided to the board in the coming months. Ms. Carr will be talking with the board during the year of how important regular attendance is for their child.
 - Robyn Caruso - Program Support, Quality Assurance, and EHS-CCP services: Ms. Caruso reported that the QA team visits the SOP and delegate agency programs. Each classroom is visited each quarter to check for safety and supervision of the children in the classrooms. The QA team is currently reviewing Twin Rivers and Sacramento City; a report will be provided at a later date. Ms. Caruso introduced the new QA team member, Shannon Simpkins. Ms. Simpkins provided a brief overview of her previous experience. Ms. Caruso spoke of the grant applications that were submitted. KinderWorld will be leaving our program this program year as of July 31.
 - Karen Griffith - School Readiness, Special Education and Mental Health Services: Ms. Griffith reported that our review results were received including the CLASS results. Staff was very excited to receive the report. The results show

we are on national averages. All children are receiving their last assessment of the school year the scores will be coming out the last week of May. Staff has been working with Creative Curriculum. A consultant will be coming June 1 to learn how to measure curriculum fidelity. Ms. Griffith thanked board members for sitting on the many review and interview seats to help with the hiring of teaching staff.

- Vacant - Health, Nutrition and Safe Environments Services: No report.

VII. Center Updates: None.

VIII. Discussion : Ms. Marcheri Smith stated that she will be graduating from American River College tomorrow. She earned two Associates degrees; one in Social Science and one in Individual Societies. She plans to continue furthering her education.

IX. Public Participation: None.

X. Adjournment: The meeting was adjourned at 10:57 a.m.

ITEM III-A - ACTION

RATIFICATION OF THE SUBMISSION OF THE HEAD START/EARLY HEAD START
COST OF LIVING ADJUSTMENT (COLA) AND TRAINING AND TECHNICAL
ASSISTANCE APPLICATIONS FOR PROGRAM YEAR 2018-2019

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to ratify the submission of the Head Start, Early Head Start and Early Head Start Child Care Partnership Cost of Living Adjustment (COLA) and Training and Technical Assistance applications for Program Year 2018-2019.

On April 27, 2018, the Office of Head Start released Consolidated Appropriations 2018 funding for Federal Fiscal Year (FY) 2018, making additional funds available to existing Head Start and Early Head Start programs. Each grantee may apply for a COLA increase of 2.6 percent of the FY 2017 base funding level. Base funding excludes training and technical assistance funds and any one-time funding grantees may have received in FY 2017. COLA funds are to be used to increase staff salaries and fringe benefits and to pay for higher operating costs.

Programs that use COLA funds to increase staff salaries must increase the hourly rate of pay and permanently increase the Head Start pay scale rather than only increase the salaries of current employees.

On May 22, 2018, the Office of Head Start/Administration for Children and Families notified SETA of the COLA award amounts available to submit an application. In addition to the COLA, SETA was also notified that it would be receiving additional funding to support training and technical assistance (T/TA) activities for parents and staff. Funding is as follows:

Head Start/Early Head Start (base grant):

Head Start Basic	\$1,155,486
Early Head Start (EHS) Basic	\$ 236,889
Head Start T/TA	<u>\$ 196,068</u>
TOTAL	\$1,588,443

Early Head Start-Child Care Partnership and Expansion:

EHS-CCP/Expansion Basic	<u>\$ 39,296</u>
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SETA management and the union are in negotiations to finalize use of the COLA funds. Ms. Denise Lee will be available to answer questions.

ITEM III-A – ACTION (continued)
Page 2

RECOMMENDATION:

That the Parent Advisory Committee ratify the submission of the Cost of Living Adjustment application for the Head Start/Early Head Start base grant in the amount of \$1,392,375; and the Head Start Training and Technical Assistance increase in the amount of \$196,068; and the Early Head Start-Child Care Partnership and Expansion grant in the amount of \$39,296 for Program Year 2018-2019.

ITEM IV-A – INFORMATION

STANDING INFORMATION

BACKGROUND:

- A. 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. D'et Saurbourne
 - PC/PAC New Member Orientation #3 Report – Ms. Angel Chenault
 - Toastmasters Training – Ms. Angel Chenault
 - Child Care Center Food Menu (attached)
 - Community Resources – Parents/Staff: Mr. Robert Silva

NOTES:

<u>EVENT</u>	<u>DATE</u>
PAC Executive Committee	Friday, June 22, 2018 9:00 a.m. Diablo Room
MAACC/Parent Ambassador Committee	Thursday, June 22, 2018 10:30 a.m. Diablo Room
PC/PAC Parent Activity: Tour of Aerospace Museum of California 3200 Freedom Park Drive McClellan, CA 95652	Wednesday, June 27, 2018 Meet in the lobby at 9:45 a.m. Activities from 10:00 a.m. – 2:00 p.m. (see attached flyer)
PC/PAC Social/Hospitality Committee	Wednesday, June 27, 2018 9:00 – 11:00 a.m. Camellia Room
PC Executive Committee	Thursday, June 28, 2018 9:00 a.m. Camellia Room
PC/PAC Budget/Planning Committee	Tuesday, July 10, 2018 1:00 p.m. Camellia Room
PC/PAC Bylaws Committee	Friday, July 13, 2018 9:00 – 10:30 a.m. Camellia Room
PAC Executive Committee	Friday, July 20, 2018 9:00 a.m. Camellia Room
Urban Farming County-wide Parent Activity	<i>Canceled until further notice</i> Date/Time TBA

PC/PAC Parent Activity

Aerospace Museum of California



Theme: Aim for the Stars

Date: Wednesday, June 27, 2018

Time: 10:00 a.m. - 2:00 p.m.

Location: Aerospace Museum of California
3200 Freedom Park Drive
McClellan, CA 95652

Guided Tour: 10:00 a.m. – 12:00 p.m.

Featuring a Smithsonian Exhibit: Art of the Airport Tower

Please be prompt – we will meet in the lobby of the museum at 9:45 a.m. Sharp!

Please Note:

- ✓ You will be reimbursed for mileage.
- ✓ One guest per member (guest must be 18 years or older).
- ✓ Please make sure you wear appropriate attire (no tank tops or shorts).
- ✓ Lunch will be provided to board members and alternates only (lunch is from 12:30 p.m. - 2:00 p.m.)

Lunes

Martes

Miércoles

Jueves

Viernes

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

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

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

7 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

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

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

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

12 Breakfast Week 3
 Leche
 Puré de Manzana
 Baritas de Waffle
Lunch
 Leche
 Pierna de Pollo
 Ensalada de Espinaca
 Pan de Grano Integral
 Naranja
Snack
 Manzana
 Mantequilla de Semilla de Gira

13 Breakfast Week 3
 Leche
 Bizcocho de Trigo Integral
 Durazno
Lunch
 Leche
 Melón
 Arroz y Frijoles
 Jitomate Picado
Snack
 Leche
 Chex de fresa

14 Breakfast Week 3
 Leche
 Plátano Fresco
 Bagel de Trigo Integral
Lunch
 Leche
 Zanahoria
 Ensalada de Pollo
 Fresa
 Tanjarina o
 la ciabatta
Snack
 Requesón
 Piña Machacada

15 Breakfast Week 3
 Leche
 Mollete con Plátano
 Naranja
Lunch
 Leche
 Chabacano
 Queso Suizo
 Tortilla de Trigo Integral
 Varitas de Calabacita
Snack
 Leche
 Galletas Cheese-It

18 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

19 Desayuno Week 4
 Leche
 Piña Machacada
 Bagel de Trigo Integral
Comida
 Leche
 Chabacano
 Frijoles Refritos
 Queso Cheddar
 Jitomate Picado
 Tortilla de Trigo Integral
Bocadillo
 Leche
 Cereal Cheerios de Grano Inte

20 Desayuno Week 4
 Leche
 Plátano Fresco
 Avena
Comida
 Leche
 Enchilada de Queso con Salsa
 Ensalada de Lechuga Romana
 Naranja
Bocadillo
 Puré de Garbanzo
 Varitas de Verduras Melody

21 Desayuno Week 4
 Leche
 Chabacano
 Baritas de Pan Francés Tostad
Comida
 Leche
 Ensalada de Col
 Mango
 Tortilla de Trigo Integral
 Rollo de Pavo y Queso
Bocadillo
 Plátano Fresco
 Barita de Queso

22 Desayuno Week 4
 Leche
 Manzana
 Mollete con Arándanos Azules
Comida
 Leche
 Melón
 Zanahoria
 Galletas de Trigo Integral
 Ensalada de Atún
Bocadillo
 Leche
 Pescados Dorados de Galleta

25 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

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

27 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

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

29 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

SETA HEAD START MENU

June 2018

"This institution is an equal opportunity provider"

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

Monday

Tuesday

Wednesday

Thursday

Friday

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

5 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

6 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

7 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

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

8 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

11 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

12 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

13 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

14 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

15 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

18 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

19 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

20 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

21 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

22 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

25 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

26 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

27 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

28 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

29 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

ITEM V

COMMITTEE REPORTS

➤ Executive Committee

Critique of the May 15, 2018 special Parent Advisory Committee meeting.

GOOD!!!
Thank you, Ms. Denise Lee, for your in-depth presentation on the federal/CLASS review and COLA increase for 2018/2019 program year.
Thank you managers for shared program information.
Thank you, Mr. Robert Silva for shared information on community resources.
Thank you, Mr. Mason Taylor, for your well-executed and engaging presentation on Birth & Beyond.
Thank you, Madam Chair, Angel Chenault, for a well-facilitated meeting.
Congratulations, Ms. Marcheri Smith for receiving two Associate of Arts degrees (Individual Society & Social Science) from American River College.
NEEDS IMPROVEMENT
Please, no side bar conversations.
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).
Please be recognized by the Chair prior to requesting a point of privilege (includes leaving your seat).
ATTENDANCE. Please make every effort to attend board meetings and committee meetings.
REMINDERS
Please be on time and be seated by 8:50 a.m.
** Please turn off <u>all</u> electronic devices. Please provide (916) 263-3800 for emergencies.
No eating in the Board room.

➤ Budget/Planning Committee: Ms. Angel Chenault

ITEM V-COMMITTEE REPORTS (continued)
Page 2

➤ Social/Hospitality Committee: Ms. Angel Chenault

➤ Personnel/Bylaws Committee: Ms. Angel Chenault

➤ MAACC/Parent Ambassadors Committee: Ms. Angel Chenault

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)
 - Quality Assurance Report – SETA Operated Program-Center Base
 - Quality Assurance Report – SETA Operated Program-Home Base
- Head Start Managers' Reports
 - Lisa Carr - Family Engagement, Home Base, Health/Oral Health, and ERSEA Services
 - Robyn Caruso - Program Support, Food Services and Safe Environments, Quality Assurance, and EHS-CCP Services
 - Karen Griffith - School Readiness, Special Education and Mental Health Services

NOTES:



Quality Assurance Summary Report

TO: Parent Advisory Committee, Policy Council and SETA Governing Board members
 RE: SETA Quality Assurance/Monitoring Results – June 2018

Agency	Program Monitored	Details	Review Period	Monitoring Purpose
SETA Operated Program	Parker Avenue HS Bannon Creek HS Elkhorn EHS Grizzly Hollow EHS	4 centers 4 classrooms 10 child files (HS = 6, EHS = 4) 12 staff files	April 9-25, 2018	Comprehensive Review <input checked="" type="checkbox"/> Initial (pilot) <input type="checkbox"/> Follow-up <input type="checkbox"/> Special <input type="checkbox"/> Final

This review was performed using the newly developed Monitoring for Compliance and Quality Improvement tool (MCQI). MCQI was designed in *ChildPlus* and is comprised of 21 monitoring checklists representing 396 performance indicators. All indicators align with the Head Start Program Performance Standards (HSPPS) November 2016, the Head Start Act, Community Care Licensing, and other local, state and federal regulations. During this pilot year, a smaller sample size was selected for review to ensure each agency/partner is exposed to each checklist in the new tool within the current program year. The pilot will help ensure each checklist represent all critical elements and that the processes meet the needs of stakeholders for continuous quality improvement.

Highlighted Program Strengths and Positive Observations:

- Centers have an inviting and welcoming environment, reflective of the families and community served.
- Teachers are nurturing and encouraging of children, receptive to their varying needs. They exhibited good ability to manage the class well.
- Children demonstrated familiarity with routines and class schedule.
- Staff teamwork at the centers is notable.
- Well-designed lesson plans, posted prominently in the classrooms.

Areas Reviewed	Percentage Compliant	Individual Indicators Needing Attention
ERSEA <i>(Eligibility, Recruitment, Selection, Enrollment, Attendance)</i>	83%	-Source of income amount not consistent with application information -Incomplete applications -NOAs and other State documentation missing in child's file -Data in Childplus did not match contents of file -Not all vacancies filled within 30 days

Areas Reviewed	Percentage Compliant	Individual Indicators Needing Attention
Disabilities Services <i>(Screening/Diagnosis, IEP/IFSP, Consent, Services, Classroom Inclusion, Follow-up and Transition)</i>	100%	No significant noted findings
Education <i>(Screenings, Referrals, Follow-up, Individual Education Plans, Parent Engagement, Home Visits/Parent Conferences)</i>	96%	No significant noted findings
Family and Community Engagement <i>(Family Partnership Building and Follow-up, Parent Meetings, Trainings, Information Sharing, Volunteer Activities, Transition)</i>	80%	<ul style="list-style-type: none"> -Incomplete Family Partnership Agreements (FPA) -Limited follow-up on FPA -No evidence of monthly parent meetings -Agency has not yet adopted a research-based parenting curriculum -No evidence of recruitment for PAC representative
Mental Health <i>(Screening, Consent, Referrals, Follow-up, Strategies)</i>	100%	No significant noted findings
Nutrition <i>(Nutrition Tracking and Follow-up, Menus, Meal Service, Special Diets)</i>	90%	No significant noted findings
Program Design and Management Human Resources <i>(Pre-employment Requirements, Staff Qualifications, Staff Development, and Safety Training)</i>	93%	No significant noted findings
Health <i>(Screenings, Tracking, Follow-up, Procedures, Hygiene, Medications)</i>	85%	<ul style="list-style-type: none"> -No evidence staff shared policies on health emergencies -Data in ChildPlus did not match contents of file -Various health exams and screenings no completed and/or missing -Limited follow-up on noted health concerns -Expired medications not replaced by parent
Safe Environments <i>(Postings, Inspections, Food Prep Area, Restrooms, Classrooms, Playground, Disaster Preparedness)</i>	86%	<ul style="list-style-type: none"> -Diapering procedure not followed regularly -Limited supervision during hand-washing and tooth-brushing -Minor maintenance/repair needed in the classroom (chipped paint, stained ceiling tiles, non-slip backing needed on rugs, etc.) -No evidence of monthly fire extinguisher inspections -Outdoor play equipment in need of repair -No designated trike path -Latch on gate not working properly

* Scores between 90-99% per section will be addressed by the program but do not require a formal Corrective Action Plan Monitoring. Scores less than 90% require a program-level Corrective Action Plan. Determination of a Comprehensive Review and/or Differentiated Review will be based on historic data.

Follow-up and Corrective Action Plans:

A program-level Corrective Action Plan (CAP) to address above areas of non-compliance is due to SETA within 30 days of receipt of this report. Governing Board/School Board notification of monitoring results is required within 60 days.

Programs have been provided a form to complete the CAP which serves as written response by the agency to resolve systems-level areas of non-compliance identified during the MCQI review. A program trend CAP does not supersede the individual CAP for non-compliant indicators using the Child Plus Internal Monitoring Module.



Quality Assurance Summary Report

TO: Parent Advisory Committee, Policy Council, and SETA Governing Board members

RE: SETA Quality Assurance/Monitoring Results – May 2018

Agency	Program Monitored	Details	Review Period	Monitoring Purpose
SETA Operated Program	Head Start and Early Head Start Home Base	4 Home Visits 2 Socialization Groups 8 child files 4 Home Visitors	April 9-25, 2018	Comprehensive Review <input checked="" type="checkbox"/> Initial (pilot) <input type="checkbox"/> Follow-up <input type="checkbox"/> Special <input type="checkbox"/> Final

This review was performed using the newly developed Monitoring for Compliance and Quality Improvement tool (MCQI). MCQI was designed in *ChildPlus* and is comprised of 21 monitoring checklists representing 396 performance indicators. All indicators align with the Head Start Program Performance Standards (HSPPS) November 2016, the Head Start Act, Community Care Licensing, and other local, state and federal regulations. During this pilot year, a smaller sample size was selected for review to ensure each agency/partner is exposed to each checklist in the new tool within the current program year. The pilot will help ensure each checklist represent all critical elements and that the processes meet the needs of stakeholders for continuous quality improvement.

Highlighted Program Strengths and Positive Observations:

- Home visit interactions were respectful, supportive and culturally responsive. Different language needs of enrolled families were supported by having bilingual staff and services from a sign language interpreter. Trusting relationship between families and Home Visitors was evident.
- Comprehensive services were provided to entire family, as siblings were also engaged during the home visit.
- Socializations and field trips are planned, well-organized, well-attended, educational and fun. Community resources (preventive dental services) and parent meetings were integrated in socialization and field trip events.
- Excellent team work and highly qualified staff. Various opportunities for staff training and support by supervisors were evident.
- Excellent training and staff meeting documentation.

Areas Reviewed	Percentage Compliant	Individual Indicators Needing Attention
ERSEA <i>(Eligibility, Recruitment, Selection, Enrollment, Attendance)</i>	92%	No significant noted findings
Disabilities Services <i>(Screening/Diagnosis, IEP/IFSP, Consent, Services, Classroom Inclusion, Follow-up and Transition)</i>	100%	No significant noted findings
Education <i>(Screenings, Referrals, Follow-up, Individual Education Plans, Parent Engagement, Home Visits/Parent Conferences)</i>	86%	-No evidence that all children received required developmental, behavioral or speech screenings and required follow-up -Not all IDPs were completed or up-to-date in the child's file
Family and Community Engagement <i>(Family Partnership Building and Follow-up, Parent Meetings, Trainings, Information Sharing, Volunteer Activities, Transition)</i>	86%	-Family Partnership Agreements (FPAs) were often incomplete and/or did not have documented follow-up
Mental Health <i>(Screening, Consent, Referrals, Follow-up, Strategies)</i>	95%	No significant noted findings
Nutrition <i>(Nutrition Tracking and Follow-up, Menus, Meal Service, Special Diets)</i>	78%	-Not all Nutrition History Forms were up-to-date
Program Design and Management Human Resources <i>(Pre-employment Requirements, Staff Qualifications, Staff Development, and Safety Training)</i>	93%	No significant noted findings
Health <i>(Screenings, Tracking, Follow-up, Procedures, Hygiene, Medications)</i>	83%	-Health screenings were often not up-to-date or missing -Dental exams were often not complete or up-to-date -ChildPlus did not match contents of child's file
Home Based Services <i>(Caseload, communication, relationship, activities, parent-child interactions, home visit plans, use of environment for lessons, resources, etc.)</i>	94%	No significant noted findings
Socialization <i>(Activities, facility, parent input, facilitation, parent-child</i>	97%	No significant noted findings

Areas Reviewed	Percentage Compliant	Individual Indicators Needing Attention
<i>interactions, shared experiences, etc.)</i>		
Services to Pregnant Women <i>(Health status, screenings, follow-up, pre/post-partum visits, medical home, dental services, etc.)</i>	100%	No significant noted findings

* Scores between 90-99% per section will be addressed by the program but do not require a formal Corrective Action Plan Monitoring. Scores less than 90% require a program-level Corrective Action Plan. Determination of a Comprehensive Review and/or Differentiated Review will be based on historic data.

Follow-up and Corrective Action Plans:

A program-level Corrective Action Plan (CAP) to address above areas of non-compliance is due to SETA within 30 days of receipt of this report. Governing Board/School Board notification of monitoring results is required within 60 days.

Programs have been provided a form to complete the CAP which serves as written response by the agency to resolve systems-level areas of non-compliance identified during the MCQI review. A program trend CAP does not supersede the individual CAP for non-compliant indicators using the Child Plus Internal Monitoring Module.

SPECIAL EDUCATION REPORT

Sacramento County Head Start/Early Head Start

May 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
SETA operated	1988	251	13%	377	119	32%
Twin Rivers USD	180	23	13%	16	0	0%
Elk Grove USD	440	58	13%			
Sac City USD	1211	146	12%	144	25	17%
San Juan USD	668	110	16%	160	18	11%
WCIC	100	12	12%			
EHS CCP				80	9	11%
COUNTY TOTAL	4587	600	13%	777	171	22%

AFE: Annual Funded Enrollment



SETA Head Start

Food Service Operations Monthly Report

*April 2018

April 6th - Minimum Day Preschool and EHS Classes - Walnut Grove closed.
Crossroad Gardens Socialization for the part day classes lunch provided for 22 participants.

April 9th - New delivery routes at the WCIC Kitchen.

April 10th - Kennedy Estates closed integrated pest management needed.

April 11th - Kennedy Estates AM claa still closed - PM was open.

April 12th - Fruitridge Class A closed due to lack of permanent staff.

April 13th - Teaching Pyramid - classes closed.

April 17th - Home Base EHS field trip to the Sacramento Zoo. Lunch and snack provided for 100 guests.

April 18th - New delivery van purchased for Food Services Delivery - 2018 Transit Connect \$23,563.40

April 19th - Home Base EHS field trip to the Folsom Zoo. Lunch and snack provided for 70 guests.

April 21st - Daddy & Me Fishing in the City Activity - Breakfast provided for 100 guests.

April 25th - Central Valley Fire Control serviced Ansil Systems on the hoods at the kitchens.

April 26th - Home Base field trip to Fog Willow Farms - Lunch and snack provided for 40 guests.

Meetings & Trainings:

Head Cook Celia Limones attended a Supervisor's Training on May 17th.

Food Services Coordinator attended the Association of Nutrition & Food Service Professionals Training in Livermore on April 20th.

Total Number of Meals and Snacks Prepared for All Kitchens:

Lunch	PM Snack	Breakfast	Field Trips
38,274	19,860	26,590	160

Total Amount of Meals and Snacks Prepared 84,884

Purchases:

Food	\$86,524.56
Non - Food	\$12,407.27

Building Maintenance and Repair: \$592.55

Janitorial & Restroom Supplies: \$0.00

Kitchen Small Wares and Equipment: \$3,058.82

Vehicle Maintenance and Repair : \$1,293.09

Vehicle Gas / Fuel: \$1,884.74
 Normal Delivery Days 21



SETA Head Start

Food Service Operations Monthly Report

*May 2018

May 4th - Minimum Day Preschool and EHS Full Day (C) Classes.

May 8th - Mickie's Home Base Social - Lunch and snack provided for 45 guests.

May 9th - Michele's Home Base Social - Lunch and snack provided for 45 guests.

May 11th - Hillsdale PM class only accepted 10 children due to lack of substitute teachers.
Teaching Pyramid Training - Classes closed at Freedom, Hillsdale and Mather.
Hopkins Park closes for remodel.

April 24th - Home Base County Fair field trip - Lunch and snack provided for 160 guests.

May 28th - Memorial Day.

Meetings & Trainings:
None.

Total Number of Meals and Snacks Prepared for All Kitchens:

Lunch	PM Snack	Breakfast	Field Trips
38,840	20,200	26,200	820

Total Amount of Meals and Snacks Prepared **86,060**

Purchases:

Food	\$80,457.96
Non - Food	\$13,996.40

Building Maintenance and Repair: \$1,877.90

Janitorial & Restroom Supplies: \$0.00

Kitchen Small Wares and Equipment: \$1,330.39

Vehicle Maintenance and Repair : \$223.52

Vehicle Gas / Fuel:	\$1,713.54
Normal Delivery Days	22

SETA Head Start/Early Head Start Enrollment Report						
(Enrollment as of the last service day of the month)						
Last Service Day of Month: 05/31/2018						
Site	Loc Id	# Enrolled	# Present	# Absent	# Term W/I 30	Total
Alder Grove ELC	1247S	20	15	5	0	20
Auberry Park	1238A	19	17	2	2	21
Auberry Park	1238B	20	17	3	0	20
Bannon Creek	1200A	19	16	3	0	19
Bannon Creek	1200B	20	14	6	0	20
Bannon Creek	1200C	18	15	3	0	18
Bannon Creek	1200D	20	17	3	0	20
Bright Beginnings	1201V	20	17	3	0	20
Bright Beginnings	1201W	20	17	3	0	20
Crossroad Gardens	1242A	6	2	4	1	7
Crossroad Gardens	1242B	5	0	5	0	5
Crossroad Gardens	1242R	22	16	6	0	22
Crossroad Gardens	1242X	22	18	4	1	23
Elkhorn	1255A	19	17	2	2	21
Elkhorn	1255B	20	14	6	1	21
Elkhorn	1255C	20	14	6	0	20
Elkhorn	1255D	19	16	3	0	19
Elkhorn	1255X	22	18	4	1	23
Freedom Park	1239A	18	14	4	2	20
Freedom Park	1239B	18	13	5	1	19
Freedom Park	1239C	19	8	11	0	19
Freedom Park	1239D	18	12	6	3	21
Freedom Park	1239R	19	17	2	1	20
Freedom Park	1239X	18	17	1	2	20
Fruitridge	1216A	19	15	4	2	21
Fruitridge	1216B	20	14	6	0	20
Fruitridge	1216C	20	17	3	0	20
Fruitridge	1216D	20	20	0	0	20
Galt	1234A	20	17	3	0	20
Galt	1234B	20	16	4	0	20
Galt	1234C	19	15	4	1	20
Galt	1234D	20	19	1	0	20
Galt	1234E	20	11	9	0	20
Galt	1234F	20	16	4	0	20

SETA Head Start/Early Head Start Enrollment Report						
(Enrollment as of the last service day of the month)						
Last Service Day of Month: 05/31/2018						
Site	Loc Id	# Enrolled	# Present	# Absent	# Term W/I 30	Total
Grizzly Hollow	1252A	20	18	2	0	20
Grizzly Hollow	1252B	20	18	2	0	20
Hillsdale	1228A	19	14	5	2	21
Hillsdale	1228B	20	18	2	1	21
Hillsdale	1228C	20	15	5	2	22
Hillsdale	1228D	19	12	7	2	21
Hillsdale	1228R	20	17	3	1	21
Hillsdale	1228X	20	18	2	0	20
Hopkins Park	1253A	19	19	0	5	24
Hopkins Park	1253B	18	11	7	3	21
Hopkins Park	1253C	20	11	9	1	21
Hopkins Park	1253D	14	14	0	3	17
Illa Collin	1221V	20	13	7	0	20
Job Corp	1237X	19	18	1	3	22
Kennedy Estates	1240A	18	14	4	2	20
Kennedy Estates	1240B	20	18	2	0	20
La Verne Sterwart	1219S	20	20	0	1	21
Marina Vista ELC	1246R	20	16	4	0	20
Marina Vista ELC	1246S	20	15	5	0	20
Marina Vista ELC	1246X	18	18	0	0	18
Mather	1223A	18	16	2	2	20
Mather	1223B	20	17	3	1	21
Mather	1223C	20	15	5	1	21
Mather	1223D	17	10	7	1	18
Mather	1223X	20	18	2	0	20
Nedra Court	1244V	18	16	2	1	19
Nedra Court	1244W	20	19	1	0	20
Norma Johnson	1214A	19	14	5	0	19
Norma Johnson	1214B	20	15	5	3	23
Norma Johnson	1214X	21	15	6	0	21
North Avenue	1256A	18	16	2	1	19
North Avenue	1256B	17	15	2	3	20
North Avenue	1256X	20	18	2	0	20
Northview	1224A	20	19	1	0	20

SETA Head Start/Early Head Start Enrollment Report						
(Enrollment as of the last service day of the month)						
Last Service Day of Month: 05/31/2018						
Site	Loc Id	# Enrolled	# Present	# Absent	# Term W/I 30	Total
Northview	1224B	20	18	2	0	20
Northview	1224C	20	15	5	2	22
Northview	1224D	20	15	5	1	21
Northview	1224X	22	19	3	0	22
Parker	1207S	17	13	4	0	17
Phoenix Park	1248A	18	15	3	2	20
Phoenix Park	1248B	20	18	2	1	21
Phoenix Park	1248X	22	19	3	1	23
Sharon Neese	1249R	20	17	3	1	21
Sharon Neese	1249X	20	16	4	0	20
Solid Foundation	1254A	20	6	14	1	21
Solid Foundation	1254B	20	10	10	0	20
Solid Foundation	1254C	20	8	12	2	22
Solid Foundation	1254D	20	6	14	1	21
Strizek Park	1225A	18	16	2	2	20
Strizek Park	1225B	19	13	6	1	20
Walnut Grove	1235V	20	18	2	0	20
Walnut Grove	1235W	19	13	6	0	19
Alder Grove Infant/Toddler Center	1212M	7	6	1	0	7
Alder Grove Infant/Toddler Center	1212U	7	4	3	1	8
Crossroad Gardens	1242U	7	5	2	1	8
Elkhorn	1255M	8	5	3	2	10
Elkhorn	1255U	8	6	2	1	9
Grizzly Hollow	1252P	7	6	1	1	8
Job Corp	1237O	8	6	2	0	8
Job Corp	1237P	8	8	0	0	8
Job Corp	1237Q	7	6	1	2	9
Marina Vista ELC	1246U	7	4	3	1	8
Mather	1223M	7	7	0	1	8
Mather	1223U	3	3	0	2	5
Norma Johnson	1214U	8	7	1	0	8
North Avenue	1256P	7	7	0	2	9
Northview	1224U	8	6	2	1	9
Phoenix Park	1248U	8	7	1	0	8

SETA Head Start/Early Head Start Enrollment Report						
(Enrollment as of the last service day of the month)						
Last Service Day of Month: 05/31/2018						
Site	Loc Id	# Enrolled	# Present	# Absent	# Term W/I 30	Total
Sharon Neese	1249M	8	5	3	0	8
Sharon Neese	1249U	8	5	3	0	8
TOTALS for Head Start		1777	1399	378	89	1866
HS Totals	1646					
Drops w/in 30	74					
P/S Home Base	151					
Total	1871					
EHS Totals	131					
Drops w/in 30	15					
River Oaks	62					
SCOE	66					
EHS Home Base	189					
Total	463					
GRAND TOTAL	2334					

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

SETA Head Start/Early Head Start

Monthly Attendance Report for School Year 2017 to 2018

Period: May 2018

Part Day Classes						
			Present Only		Present/Excused	
Center Name	Funded Enrollment	Total Days	ADA	% ADA	ADA	%ADA
Grizzly Hollow	40	18	35	88%	40	100%
Phoenix Park	40	21	32	80%	38	95%
Solid Foundation	80	21	63	79%	78	98%
Norma Johnson	40	21	32	80%	38	95%
Hillsdale	80	21	58	73%	71	89%
Auberry Park	40	18	33	83%	39	98%
Illa Collin	20	18	17	85%	20	100%
Walnut Grove	39	21	33	85%	39	100%
Kennedy Estates	40	18	31	78%	36	90%
Bright Beginnings	40	19	32	80%	39	98%
Mather	80	21	56	70%	72	90%
Freedom Park	79	21	52	66%	65	82%
Nedra Court	39	18	35	90%	38	97%
Hopkins Park	80	8	65	81%	76	95%
Elkhorn	80	21	62	78%	77	96%
Bannon Creek	77	21	64	83%	77	100%
North Avenue	39	21	30	77%	36	92%
Galt	120	21	96	80%	119	99%
Strizek Park	40	21	29	73%	37	93%
Fruitridge	80	21	62	78%	78	98%
Northview	80	21	63	79%	79	99%

SETA Head Start/Early Head Start

Monthly Attendance Report for School Year 2017 to 2018

Period: May 2018

Full Day Classes						
Center Name	Funded Enrollment	Total Days	Present Only		Present/Excused	
			ADA	% ADA	ADA	%ADA
Phoenix Park	22	22	17	77%	22	100%
Alder Grove ELC	20	18	16	80%	20	100%
Job Corp	22	21	17	77%	19	86%
North Avenue	20	21	18	90%	20	100%
Freedom Park	40	21	34	85%	38	95%
La Verne Sterwart	20	21	17	85%	19	95%
Mather	20	22	17	85%	20	100%
Parker	17	18	12	71%	15	88%
Crossroad Gardens	44	17	35	80%	44	100%
Elkhorn	22	21	20	91%	22	100%
Marina Vista ELC	68	21	52	76%	61	90%
Sharon Neese	41	22	33	80%	40	98%
Norma Johnson	21	22	18	86%	21	100%
Hillsdale	40	21	34	85%	38	95%
Northview	22	21	20	91%	22	100%

SETA Head Start/Early Head Start

Monthly Attendance Report for School Year 2017 to 2018

Period: May 2018

Early Head Start Classes						
Center Name	Funded Enrollment	Total Days	Present Only		Present/Excused	
			ADA	% ADA	ADA	%ADA
Grizzly Hollow	8	21	6	75%	8	100%
Norma Johnson	8	22	6	75%	8	100%
North Avenue	8	21	6	75%	7	88%
Northview	8	22	6	75%	8	100%
Mather	13	22	10	77%	11	85%
Alder Grove Infant/Toddler Center	16	22	12	75%	14	88%
Crossroad Gardens	8	17	6	75%	7	88%
Sharon Neese	16	22	13	81%	16	100%
Elkhorn	16	22	10	63%	14	88%
Marina Vista ELC	8	22	6	75%	8	100%
Job Corp	22	21	18	82%	21	95%
Phoenix Park	8	22	7	88%	8	100%

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: