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***THOUGHT OF THE DAY:** "Every successful individual knows that his or her achievement depends on a community of persons working together."*

Author: Paul Ryan

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

DATE: Tuesday, May 21, 2019

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, MAY 21, 2019

Parent Advisory Committee meeting hosted by:
Angel Chenault (Chair), vacant (Vice Chair), Henrietta Gutierrez (Secretary),
vacant (Treasurer), vacant (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
- ___ **Mavis Urrutia, Crossroad Gardens Head Start**
- ___ **Alisha Givehchi, 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**
- ___ Vacant, Pre-School (Home Base)
- ___ Vacant, Home Base Early Head Start
- ___ Vacant, Hopkins Park Head Start
- ___ Vacant, Illa Collin Head Start
- ___ Vacant, Job Corps Head Start
- ___ Vacant, Kennedy Estates Head Start
- ___ Vacant, LaVerne Stewart Head Start
- ___ Vacant, (Marie Cleveland's) Bright Beginning Head Start
- ___ Vacant, Marina Vista Early Learning Center
- ___ Vacant, Mather Head Start
- ___ Vacant, Nedra Court Head Start
- ___ Vacant, Norma Johnson Head Start
- ___ Vacant, North Avenue Head Start
- ___ **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
- ___ **Evangelina Barrios, Strizek Park Head Start**
- ___ **Laura Meza, Walnut Grove Head Start**
- ___ **Angel Chenault, Past Parent Representative**
- ___ **Henrietta Gutierrez, Past Parent Representative**
- ___ Vacant, Grandparent Representative
- ___ Vacant, Outgoing Chair

ITEM I-A – ROLL CALL
(Continued)

Program Year 2018-2019 - New Representatives to be seated

<input type="checkbox"/> Jocelyn McConahy, Elkhorn 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, Bannon Creek 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, Hopkins Park Head Start
<input type="checkbox"/> Vacant, Illa Collin Head Start
<input type="checkbox"/> Vacant, Kennedy Estates Head Start
<input type="checkbox"/> Vacant, LaVerne Stewart Head Start
<input type="checkbox"/> Vacant, (Marie Cleveland's) Bright Beginning Head Start

<input type="checkbox"/> Shayla Hampton, Solid Foundation Head Start
<input type="checkbox"/> Vacant, Marina Vista Head Start
<input type="checkbox"/> Vacant, Mather Head Start
<input type="checkbox"/> Vacant, Nedra Court Head Start
<input type="checkbox"/> Vacant, North Avenue Head Start
<input type="checkbox"/> Vacant, Parker Head Start
<input type="checkbox"/> Vacant, Phoenix Park Head Start
<input type="checkbox"/> Vacant, Pre-School (Home Base)
<input type="checkbox"/> Vacant, River Oak Center for Children
<input type="checkbox"/> Vacant, SCOE Head Start
<input type="checkbox"/> Vacant, Sharon Neese Head Start
<input type="checkbox"/> Vacant, Early Head Start (Home Base)
<input type="checkbox"/> Vacant, Grandparent Representative
<input type="checkbox"/> Vacant, Outgoing Chair
<input type="checkbox"/> Vacant, Parent Ambassador
<input type="checkbox"/> Vacant, Parent Ambassador

ITEM I – B

PAC MEETING ATTENDANCE UPDATE

**The PAC was seated on November 20, 2018 and December 18, 2018
PARENT ADVISORY COMMITTEE MEETING ATTENDANCE PROGRAM
YEAR 2018-2019**

COMMITTEE MEMBER	CENTER	11/20	12/18	1/15	2/26 **	3/19	4/23 #	5/21	6/18	7/16	8/20	9/17	10/15	11/19
Vacant Seated	AG I													
Vacant Seated	AG II													
Vacant Seated	AP													
Vacant Seated	BC													
Vacant Seated	BC													
Mavis Urrutia Seated 3/19	CR					X	U							
Alisha Givhchi Seated 6/19	EHS/HB	X	X	X		X	X							
Jocelyn McConahy s/b/seated 4/23	EL						AP							
Veronica Suarez s/b/seated 3/19	FP					U	U							
Vacant Seated	FP													
Vacant Seated	FT													
Vacant Seated	G													
Antonio Rivera s/b/seated 3/19	GH					U	U							
Vacant Seated	H													
Devon McCracken s/b/seated 11/20; seated 12/18	HB	E	X	X		X	X							
Vacant Seated	HB													
Vacant Seated	IC													
Vacant Seated	HP													
Vacant Seated	JC													
Vacant Seated	JC													
Vacant Seated	K													
Miranda Hess Seated 3/19	LVS					X	U							
Marley Schurr Seated 11/20	MCBB	X	E	X		E	U							
Michael Beavers Seated 11/20	MV	X	X	X		E	U							
Vacant Seated	M													
Vacant Seated	NA													
Vacant Seated	NC													

COMMITTEE MEMBER	CENTER	11/20	12/18	1/15	2/26 **	3/19	4/23 #	5/21	6/18	7/16	8/20	9/17	10/15	11/19
Griselda Cisneros Seated 8/24	NJ	E	X	X		E	E							
Spring Burrell Seated 11/20	NV	X	X	E		X	X							
Vacant Seated	NV													
Megan Voorheist s/b/seated 3/19	PA					U	U							
Vacant Seated	PP													
Vacant Seated	RO													
Vacant Seated	SCOE													
Shayla Hampton s/b/seated 4/23	SF						U							
Shanelle Webster s/b/seated 11/20; seated 12/18	SN	E	X	U		X	U							
Evangelina Barrios Seated 11/20	SP	X	X	E		X	X							
Laura Meza Seated 3/19	WG					X	X							
Vacant Seated	FPR													
Vacant Seated	AMB													
Vacant Seated	AMB													
Angel Chenault Seated 11/20	CR/PP	X	X	X		X	X							
Henrietta Gutierrez Seated 11/20	CR/PP	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

ITEM II-A – CONSENT

APPROVAL OF MINUTES OF THE APRIL 23, 2019 SPECIAL MEETING

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review and approve the minutes of the April 23, 2019 meeting.

RECOMMENDATION:

Approve the minutes of the April 23, 2019 meeting.

NOTES:

ACTION: Moved: _____ Second: _____

VOTE: Aye _____ Nay: _____ Abstain: _____

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, April 23, 2019
9:00 a.m.

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

Ms. Henrietta Gutierrez called the meeting to order at 9:03 a.m. and read the thought of the day. The Pledge of Allegiance was recited. Ms. Gutierrez called the roll and confirmed that a quorum was established.

Members Present:

Adeola Adedipe, Elk Grove Unified School District
Kao Yee Xiong, Elk Grove Unified School District
Claudett Sanders, Sacramento City Unified School District
Yamilka Estrella, Twin Rivers Unified School District
Maria Martinez, Women’s Civic Improvement Club
Evangelina Barrios, SETA-Operated Program
Devon McCracken, Home Base Option
Charles Taylor, Past Parent/Community Representative
Christie Hamm, Sacramento Public Library
Sharon Stone Smith, Sacramento Children’s Museum (excused)
Henrietta Gutierrez, Past Parent/Community Representative

Members Absent:

Jovita Galvin, Women’s Civic Improvement Club (excused)
Griselda Cisneros, SETA-Operated Program (unexcused)
Marley Schurr, SETA-Operated Program (unexcused)
Sandra Olguin, Early Head Start/Home Base (Sac. City) (unexcused)

II. Consent Item

A. Approval of the Minutes of the March 26, 2019 Policy Council Meeting

The minutes were reviewed; no questions or corrections.

Moved/Adedipe, second/Estrella, to approve the March 26, 2019 minutes.

Show of hands vote:

Aye: 10 (Adedipe, Barrios, Estrella, Hamm, Martinez, McCracken, Sanders, Stone Smith, Taylor, Xiong)

Nay: 0

Abstentions: 1 (Gutierrez)

Absent: 4 (Galvin, Cisneros, Olguin, Schurr)

III. Action Items

A. CLOSED SESSION PERSONNEL- PURSUANT TO CODE SECTION 54957

The Policy Council went into closed session at 9:06 a.m.; Ms. Gutierrez called the meeting back into open session at 9:17 a.m. and reported that the Policy Council approved the following eligible lists for: Associate Teacher & Associate Teacher/Infant Toddler, Program Analyst, Head Start Health/Nutrition Specialist, and CFS Quality Assurance Analyst.

B. TIMED ITEM 9:00 A.M. AND PUBLIC HEARING: Approval of Changes to the SETA Personnel Policies and Procedures Harassment Policy and Complaint Procedure and Creation of Reasonable Accommodation Policy

Ms. Allison Noren reviewed this item. Personnel Policies and Procedures are periodically updated in response to changes in laws, regulations, and the work environment. Ms. Noren reviewed modifications in the Harassment Policy and Complaint Procedure. It was thought that the policy should reflect that employees have multiple people to go to express their concerns. This document has been reviewed and approved by both the union and management and going to the Governing Board on Thursday for final approval.

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

Moved/Estrella, second/Martinez, to close the public hearing and approve changes to the SETA Personnel Policies and Procedures Harassment Policy and Complaint Procedure and Creation of Reasonable Accommodation Policy.

Show of hands vote:

Aye: 10 (Adedipe, Barrios, Estrella, Hamm, Martinez, McCracken, Sanders, Stone Smith, Taylor, Xiong)

Nay: 0

Abstentions: 1 (Gutierrez)

Absent: 4 (Galvin, Cisneros, Olguin, Schurr)

C. TIMED ITEM 9:00 A.M. AND PUBLIC HEARING: Approval of Revision to the Job Specification for Head Start Coordinator (Education) (Supervisory)

Ms. Noren reviewed this item; the current requirement is to have a Bachelor's Degree plus experience as a site supervisor. These requirements are higher than is required by OHS and limiting possible promotional opportunities for employees. This revision will give our internal staff more promotional opportunities and will open the applicant pool with external candidates as well. The revisions also clarify the responsibilities within the two different positions in the job specification, center-based services and home-based services. All of the job specifications were also updated to reflect current ADA. Input and approval was received by management and the union.

Ms. Gutierrez opened a public hearing; there were no comments.

Moved/Hamm, second/Barrios, to close the public hearing and approve the revised job specification for Head Start Coordinator (Education) (Supervisory).

Show of hands vote:

Aye: 10 (Adedipe, Barrios, Estrella, Hamm, Martinez, McCracken, Sanders, Stone Smith, Taylor, Xiong)

Nay: 0

Abstentions: 1 (Gutierrez)

Absent: 4 (Galvin, Cisneros, Olguin, Schurr)

Ms. Gutierrez called a recess at 9:27 a.m. Ms. Angel Chenault, PAC Chair, called the meeting to order at 9:34 a.m.

Ms. Chenault read the thought of the day and called the roll; a quorum was established.

Members Present:

Spring Burrell
Evangelina Barrios
Devon McCracken
Angel Chenault
Henrietta Gutierrez
Alisha Givehchi
Laura Meza

Members Absent:

Marley Schurr (unexcused)
Griselda Cisneros (excused)
Michael Beavers (unexcused)
Shanelle Webster (unexcused)
Mavis Urrutia (unexcused)
Miranda Hess (unexcused)

New Member to be seated:

Steven King, Alternate, Elkhorn

Members to be seated but absent:

Antonio Rivera, Grizzly Hollow Head Start (unexcused)
Megan Voorheis, Parker Head Start (unexcused)
Veronica Suarez, Freedom Park (unexcused)
Shayla Hampton, unexcused

II. Consent Item (PAC)

A. Approval of March 19, 2019 Parent Advisory Committee minutes

Minutes were reviewed; there were no questions or corrections.

Moved/Gutierrez, second/Burrell, to approve the March 19, 2019 minutes.

Show of hands vote:

Aye: 7 (Barrios, Burrell, Givehchi, Gutierrez, King, McCracken, Meza)

Nay: 0

Abstentions: 1 (Chenault)

Absent: 6 (Beavers, Cisneros, Hess, Schurr, Urrutia, Webster)

III. **Action Items** (PAC)

A. Election of Parent Advisory Committee Vice Chair

Ms. Chenault reviewed the Vice Chair position requirements and asked if any PAC member would be interested in serving in this position. There was no interest in the Vice Chair position.

Moved/King, second/Gutierrez, to table this item.

Show of hands vote:

Aye: 7 (Barrios, Burrell, Givehchi, Gutierrez, King, McCracken, Meza)

Nay: 0

Abstentions: 1 (Chenault)

Absent: 6 (Beavers, Cisneros, Hess, Schurr, Urrutia, Webster)

D. **TIMED ITEM 9:00 A.M. AND PUBLIC HEARING:** Approval of Budget Modification for Head Start/Early Head Start Fiscal Year 2018-2019

Mr. Victor Han reviewed this item seeking approval of budget modification for Program Year 2018/19. The budget line items were reviewed and modified as necessary; the purpose of this modification was to ensure all funds are expended within the program year and benefit the Head Start and Early Head Start programs. The budget modification is required when over \$250,000 is moved from one cost category to another. In personnel, staff is expecting to have \$200,000 under-spent funds due to staff vacancies.

Ms. Gutierrez opened a public hearing. No comments.

Policy Council action:

Moved/McCracken, second/Adedipe, to closed the public hearing and approve a Head Start/Early Head Start modification in the amount of **\$819,516**.

Show of hands vote:

Aye: 10 (Adedipe, Barrios, Estrella, Hamm, Martinez, McCracken, Sanders, Stone Smith, Taylor, Xiong)

Nay: 0

Abstentions: 1 (Gutierrez)

Absent: 4 (Galvin, Cisneros, Olguin, Schurr)

Parent Advisory Committee action:

Moved/McCracken, second/Givehchi, to approve a Head Start/Early Head Start modification in the amount of **\$819,516**.

Show of hands vote:

Aye: 6 (Barrios, Givehchi, Gutierrez, King, McCracken, Meza)

Nay: 1 (Burrell)

Abstentions: 1 (Chenault)
Absent: 6 (Beavers, Cisneros, Hess, Schurr, Urrutia, Webster)

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

Ms. Lisa Carr reviewed this item. There are no changes to the Head Start Selection Criteria. In the Early Head Start Selection Criteria, items 10 and 11 were reversed in order to match the Head Start Selection Criteria.

Policy Council action:

Moved/Xiong, second/Martinez, to approve the Head Start Enrollment Selection Criteria and the Early Head Start Enrollment Selection Criteria for Sacramento County.

Show of hands vote:

Aye: 10 (Adedipe, Barrios, Estrella, Hamm, Martinez, McCracken, Sanders, Stone Smith, Taylor, Xiong)

Nay: 0

Abstentions: 1 (Gutierrez)

Absent: 4 (Galvin, Cisneros, Olguin, Schurr)

Parent Advisory Committee action:

Moved/Burrell, second/Givehchi, to approve the Head Start Enrollment Selection Criteria and the Early Head Start Enrollment Selection Criteria for Sacramento County.

Show of hands vote:

Aye: 7 (Barrios, Burrell, Givehchi, Gutierrez, King, McCracken, Meza)

Nay: 0

Abstentions: 1 (Chenault)

Absent: 6 (Beavers, Cisneros, Hess, Schurr, Urrutia, Webster)

Ms. Denise Lee stated that the overview will cover the remaining action items but will take action on each individual board item upon completion of the presentation. The application presented for approval is for Year 5 of a five-year grant cycle. This application is very complex due to several changes in programming and the budget. The grant application is for Fiscal Year 2019-2020 which begins August 1, 2019 and runs through July 31 2020. This is a county-wide application which includes the delegates.

Ms. Estrella left at 10:21 a.m.

Ms. Lee offered to answer questions. She also thanked Ms. Fina Dempsey for her assistance with translating.

F. Approval of Annual Self-Assessment for 2018-2019 and Resulting Program Improvement Plan SETA-Operated Program

Policy Council action:

Moved/Xiong, second/Barrios, to approve Program Year 2018-2019 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: 9 (Adedipe, Barrios, Hamm, Martinez, McCracken, Sanders, Stone Smith, Taylor, Xiong)

Nay: 0

Abstentions: 1 (Gutierrez)

Absent: 5 (Galvin, Cisneros, Estrella, Olguin, Schurr)

Parent Advisory Committee action:

Moved/McCracken, second/Burrell, to approve Program Year 2018-2019 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: 7 (Barrios, Burrell, Givehchi, Gutierrez, King, McCracken, Meza)

Nay: 0

Abstentions: 1 (Chenault)

Absent: 6 (Beavers, Cisneros, Hess, Schurr, Urrutia, Webster)

- G. Approval of Program Year 2019-2020 Head Start, Early Head Start, and Early Head Start Child Care Partnership/Expansion Refunding Applications

Policy Council action:

Moved/Taylor, second/Sanders, to approve the Program Year 2019-2020 Head Start, Early Head Start, and Early Head Start Child Care /Partnership/Expansion Refunding Applications.

Show of hands vote:

Aye: 9 (Adedipe, Barrios, Hamm, Martinez, McCracken, Sanders, Stone Smith, Taylor, Xiong)

Nay: 0

Abstentions: 1 (Gutierrez)

Absent: 5 (Galvin, Cisneros, Estrella, Olguin, Schurr)

Parent Advisory Committee action:

Moved/Burrell, second/Givehchi, to approve the Program Year 2019-2020 Head Start, Early Head Start, and Early Head Start Child Care /Partnership/Expansion Refunding Applications.

Show of hands vote:

Aye: 7 (Barrios, Burrell, Givehchi, Gutierrez, King, McCracken, Meza)

Nay: 0

Abstentions: 1 (Chenault)

Absent: 6 (Beavers, Cisneros, Hess, Schurr, Urrutia, Webster)

- H. Approval of the SETA Head Start, Early Head Start, and Early Head Start Child Care Partnership Budgets for Program Year 2019-2020

Policy Council action:

Moved/McCracken, second/Hamm, to approve the Program Year 2019-2020 Head Start, Early Head Start, and Early Head Start Child Care Partnership/Expansion Budgets for Basic, Cost of Living Adjustment (COLA), and Training and Technical Assistance funds.

Show of hands vote:

Aye: 9 (Adedipe, Barrios, Hamm, Martinez, McCracken, Sanders, Stone Smith, Taylor, Xiong)

Nay: 0

Abstentions: 1 (Gutierrez)

Absent: 5 (Galvin, Cisneros, Estrella, Olguin, Schurr)

Parent Advisory Committee action:

Moved/McCracken, second/Burrell, to approve the Program Year 2019-2020 Head Start, Early Head Start, and Early Head Start Child Care Partnership/Expansion Budgets for Basic, Cost of Living Adjustment (COLA), and Training and Technical Assistance funds.

Show of hands vote:

Aye: 7 (Barrios, Burrell, Givehchi, Gutierrez, King, McCracken, Meza)

Nay: 0

Abstentions: 1 (Chenault)

Absent: 6 (Beavers, Cisneros, Hess, Schurr, Urrutia, Webster)

- I. Approval of the 2019-2020 Head Start, Early Head Start, and Early Head Start Child Care Partnership/Expansion Program Options and Center Locations for Sacramento County

Policy Council action:

Moved/Adedipe, second/Barrios, to approve the Head Start, Early Head Start and Early Head Start Child Care Partnership/Expansion countywide program options and center locations for the 2019-2020 program year.

Show of hands vote:

Aye: 9 (Adedipe, Barrios, Hamm, Martinez, McCracken, Sanders, Stone Smith, Taylor, Xiong)

Nay: 0

Abstentions: 1 (Gutierrez)

Absent: 5 (Galvin, Cisneros, Estrella, Olguin, Schurr)

Parent Advisory Committee action:

Moved/Givehchi, second/Barrios, to approve the Head Start, Early Head Start and Early Head Start Child Care Partnership/Expansion countywide program options and center locations for the 2019-2020 program year.

Show of hands vote:

Aye: 7 (Barrios, Burrell, Givehchi, Gutierrez, King, McCracken, Meza)
Nay: 0
Abstentions: 1 (Chenault)
Absent: 6 (Beavers, Cisneros, Hess, Schurr, Urrutia, Webster)

- J. Approval of 2019-2020 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

Policy Council action:

Moved/McCracken, second/Stone Smith, to approve the Program Year 2019-2020 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: 9 (Adedipe, Barrios, Hamm, Martinez, McCracken, Sanders, Stone Smith, Taylor, Xiong)

Nay: 0

Abstentions: 1 (Gutierrez)

Absent: 5 (Galvin, Cisneros, Estrella, Olguin, Schurr)

Parent Advisory Committee action:

Moved/Givehchi, second/Burrell, to approve the Program Year 2019-2020 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: 7 (Barrios, Burrell, Givehchi, Gutierrez, King, McCracken, Meza)

Nay: 0

Abstentions: 1 (Chenault)

Absent: 6 (Beavers, Cisneros, Hess, Schurr, Urrutia, Webster)

Ms. Lee stated that as a result of all of the changes and the shift of funds from Sacramento City USD to SETA, the agency will be hiring approximately 80 new staff members. A job fair will be held on Saturday, May 4th to recruit teaching and support staff. The flyer is on the Head Start Facebook page. Ms. Lee asked board members spread the word. Ms. Lee asked if the Policy Council would be willing to meet in early May to take action on personnel items to keep the process moving to bring on new staff.

Ms. Xiong left at 10:43 a.m.

Three dates were submitted for consideration; board members voted as to their availability.

May 7, 9-9:15: 5 members available

May 8, 9-9:15 a.m.: 7 members available

May 9 1 p.m.: 1 member available

A special meeting of the Policy Council will be held May 8, 9:00 a.m.

IV. Information Items

A. Standing Information Items

- PC/PAC Calendar of Events: Ms. Gutierrez reminded the board members of the Introduction to Budgeting Workshop to be held tomorrow. Toastmasters will be held May 3. Community Carnival May 18 at South Natomas Park. This will be a recruitment event for Head Start families.
 - Parent/Staff Recognitions: None.
 - Fiscal Monthly Report/Corporate Card Monthly Statement of Account – Mr. Victor Han reviewed the report. Elk Grove’s non-federal share will be coming in later in the month. The Head Start fringe benefits line item was updated due to the budget modification; everything is in line with the budget. The credit card statement was reviewed; no questions.
 - Toastmasters Training: No additional comments.
 - Community Resources – Parents/Staff: Mr. Robert Silva reminded board members of the Daddy and Me Fishing in the City event to be held April 27; all are welcome to attend. Tomorrow, the South County Job Center will hold a workshop on how to get a state job.
 - A Calling to Lead Workshop (PAC): Ms. Chenault stated that this was a very good workshop. She learned that there are many different leadership styles and how to get people involved when they have different personality types.
 - Policy Council Minutes: No questions.
- B. Governing Board Minutes – February 7, 2019: No questions.**

V. Committee Reports

- Executive Committee Meeting Critique: Ms. Chenault reviewed the critique for the PAC; Ms. Claudett Sanders reviewed the critique for the PC.
- Social/Hospitality Committee: Committee members were reminded of the next meeting.

VI. Other Reports

- A. Head Start Deputy: No additional report.**
- B. Chair’s Report: Ms. Henrietta Gutierrez asked board members to fill out the survey and return to staff.**
- C. Open Discussion and Comments: A birthday cake celebrating first quarter birthdays was available in the board room breakroom.**
- D. Public Participation: None.**

VII. Adjournment: The meeting was adjourned at 11:05 a.m.

ITEM III-A – ACTION

ELECTION OF VICE CHAIR, TREASURER, AND PARLIAMENTARIAN
FOR PROGRAM YEAR 2018-2019

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee (PAC) to elect officers for Program Year 2018-2019. The duties of PAC officers shall be as prescribed in the Bylaws and shall also include such other duties as may be established by the PAC that are not in conflict with these Bylaws, Article V – Officers, Section 2B: All PAC members are eligible to run for an Office/Officer position except members holding a seat. The Executive Committee must have at least three members who are parents of child/children currently enrolled in the HS/EHS Center-Based or Home-Based Option.

SECTION 3: Duties of Officers

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

- B. The **Vice Chair** shall serve as Chair of the PAC in the absence of the Chair, and shall have all delegated powers. The Vice Chair will assume position of Chair if seat of Chair is vacated. An election will be held for Vice Chair. Should both the Chair and Vice Chair leave office simultaneously, an election will be held at the next regularly scheduled meeting to replace both. The Secretary shall preside over the election in this event. The Vice Chair shall oversee the Parent Ambassador Committee.
- D. The **Treasurer** shall work with staff and the PAC Secretary and keep such records, files and accounts as may be necessary to expedite PAC's business. The Treasurer shall be a member of the Social/Hospitality Committee, and the Parent Ambassador Committee.
- E. The **Parliamentarian** shall advise the presiding officer on matters pertaining to Parliamentary procedure and oversee the Personnel/Bylaws Committee. If the Parliamentarian sits by the Chair, he or she is not entitled to make motions, discuss motions, or vote.

RECOMMENDATION:

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

ACTION: Moved: _____ Second: _____

VOTE: Aye _____ Nay: _____ Abstain: _____

ITEM III-B – ACTION

ELECTION OF SETA-OPERATED REPRESENTATIVES AND
ALTERNATES TO THE POLICY COUNCIL

BACKGROUND:

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

The duties of Representatives include:

- ✓ Attend monthly Policy Council meetings held at the SETA Boardroom on the fourth Tuesday of each month at 9:00 a.m.
- ✓ Attend Committee meetings as needed
- ✓ Report to the PAC members information received and decisions made by the Policy Council
- ✓ Policy Council Representatives must be a parent of children currently enrolled in the Head Start/Early Head Start program

PAC Bylaws referenced:

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

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

In addition, refer to:

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

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

ITEM III-B – ACTION (continued)
Page 2

Currently, there is one PAC representative on the Policy Council: Ms. Evangelina Barrios.

RECOMMENDATION:

That the Parent Advisory Committee elect three Representatives and six Alternates.

NOTES:

Representative nominated:

Alternates nominated:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

ITEM IV-A – INFORMATION

PRESENTATION: BIRTH AND BEYOND

BACKGROUND:

Mr. Mason Taylor, Family Resource Center Coordinator at Birth and Beyond, will provide an overview of the variety of services available through this organization.

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 – Mr. Victor Han
 - Toastmasters Training – Ms. Angel Chenault
 - Fishing in the City Countywide Parent Activity Reports – Ms. Angel Chenault
 - PC/PAC Joint Parent Activity – Sierra Sacramento Valley Medical Society Museum of Medical History Reports – Ms. Angel Chenault
 - Child Care Center Food Menu (attached)
 - Community Resources – Parents/Staff: Mr. Robert Silva

NOTES:

PC/PAC Calendar of Events

<u>EVENT</u>	<u>DATE</u>
PC/PAC Going Back-to-School Orientation and Tour	Wednesday, May 22, 2019 9:30 a.m. – 12:00 p.m. Charles A. Jones Education Center 5451 Lemon Hill Avenue Sacramento, CA 95824
PAC Executive Committee	Thursday, May 23, 2019 9:00 a.m. Camellia Room
PC/PAC Parent Ambassador Committee	Thursday, May 23, 2019 10:30 a.m. Olympus Room
WCIC/Playmate 34 th Annual Fathers BBQ Adults Only Event	Friday, May 24, 2019 9:00 a.m. – 4:00 p.m. 3555 – 3 rd Avenue Sacramento, CA 95817
15 th Annual International Kids Festival Head Start/Early Head Start Recruitment Event	Saturday, May 25, 2019 10:00 a.m. – 4:00 p.m. William Land Park Ampitheater 3800 West Land Park Drive Sacramento, CA 95822
PC Executive Committee	Thursday, May 30, 2019 9:00 a.m. Camellia Room
Kids Zone – The Children’s Fun and Literacy Area Community Event	Saturday, June 1, 2019 11:00 a.m. – 5:30 p.m. The Brickhouse Art Gallery 2837 36 th Street Sacramento, CA 95817
PC/PAC Personnel Bylaws Committee	Friday, June 7, 2019 9:00 a.m. Olympus Room
Toastmasters Training	Friday, June 7, 2019 10:30 a.m. Redwood Room
PC/PAC Budget Planning Committee	Tuesday, June 11, 2019 1:00 p.m. Camellia Room
PC/PAC Social/Hospitality Committee	Wednesday, June 12, 2019 9:30 a.m. – 11:00 a.m. Olympus Room

Parent Advisory Committee – Center Parent Meetings

Center	May, 2019	June, 2019	July, 2019
16 th Avenue	May 17, 8:00 a.m.	June 21, 8:00 a.m.	
Alder Grove	May 23, 2:30 p.m.	No meeting.	No meeting.
Auberry Park	May 23, 11:30 a.m.	No meeting.	
Bannon Creek	May 9, 5:00 p.m.	June 13, 5:00 p.m.	
Bright Beginnings	May 17, 9:15 a.m.	June 3, 9:15 a.m.	
Illa Collin	May 22, 2:30 p.m.	No meeting.	No meeting.
Crossroad Gardens	May 22, 11:15 a.m.: AM 4:00 p.m.: PM	June 19, 11:15 a.m. 11:15 a.m.: AM 4:00 p.m.: PM	June 24, Meeting in a Bag
Elkhorn	May 22, 8:30 a.m.	June 18, 8:30 a.m.	
Fruitridge			
Galt	May 23, 12:00 p.m.	June 27, 12:00 p.m.	July 26, 12:00 p.m.
Kennedy Estates			
Mather	May 22, 4:30 p.m.	June 26, 4:30 p.m.	
Nedra Court	May 23, 1:00 p.m.	June 6, 1:00 p.m.	
North Avenue			
Northview	May 22, 11 a.m.	June 26, 11 a.m.	
Parker	May 21, 8:00 a.m.	June 25, 8:00 a.m.	
Solid Foundation	May 29, 12:00 p.m.	June 26, 12:00 p.m.	July 31, 12:00 p.m.
LaVerne Stewart	May 22, 1:30 p.m.	June 26, 1:30 p.m.	
Strizek Park	May 30, 4:30 p.m.	June 27, 4:30 p.m.	July 25, 4:30 p.m.
Walnut Grove	No meeting.	No Meeting	

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

WCIC/PLAYMATE HEAD START PROGRAMS

Come join us!

FATHERS/MALE INVOLVEMENT NEEDED!!!

34TH ANNUAL FATHERS'

BBQ

Music

Food

Awards

Networking

FRIDAY, MAY 24, 2019

9AM - 4PM

Parents Engagement!
(Adults Only)

Parents Engagement!
(Adults Only)

Location: Women's Civic Improvement Club
3555 3rd Avenue
Sacramento, CA 95817
Phone: (916) 451-8870

For more information, please contact
Mr. Moua or Mr. Tou at (916) 451-8870.



SETA HEAD START MENU

May 2019

"This institution is an equal opportunity provider"

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

Monday

Tuesday

Wednesday

Thursday

Friday

1 Breakfast Week 3
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

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

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

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

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

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

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

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

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

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

15 Breakfast Week 5
Milk, Low Fat 1%
Whole Wheat Biscuit
Peaches
Lunch
Milk, Low Fat 1%
Whole Wheat Bread
Cantaloupe, fresh
Carrot, fresh
Turkey Sliced
Snack
Banana, fresh
Crackers, Dick & Jane

16 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

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

20 Breakfast Week 1
Milk, Low Fat 1%
Pancakes
Pears
Lunch
Milk, Low Fat 1%
Carrot, fresh
Lemon Pepper Chicken
Oranges, fresh
Tortilla, Whole Wheat
Snack
Applesauce
Crackers, Remy's Graham

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

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

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

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

27 Breakfast Week 2
NO CLASSES
NO CLASSES
NO CLASSES
Lunch
NO CLASSES
NO CLASSES
NO CLASSES
NO CLASSES
NO CLASSES
NO CLASSES
Snack
NO CLASSES
NO CLASSES

28 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

29 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
Muffin, Blueberry
Peaches

30 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, Dick & Jane

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

SETA HEAD START MENU

Mayo 2019

"This institution is an equal opportunity provider"

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

Lunes

Martes

Miércoles

Jueves

Viernes

		<p>1 Desayuno Week 3</p> <p>Leche Bizcocho de Trigo Integral Durazno</p> <p><u>Comida</u></p> <p>Leche Melón Arroz y Frijoles Jitomate Picado</p> <p><u>Bocadillo</u></p> <p>Leche Chex de fresa</p>	<p>2 Desayuno Week 3</p> <p>Leche Plátano Fresco Bagel de Trigo Integral</p> <p><u>Comida</u></p> <p>Leche Zanahoria Ensalada de Pollo Fresa Tanjarina o la ciabatta</p> <p><u>Bocadillo</u></p> <p>Galletas Piña Machacada</p>	<p>3 Desayuno Week 3</p> <p>Leche Mollete con Plátano Naranja</p> <p><u>Comida</u></p> <p>Leche Chabacano Queso Suizo Tortilla de Trigo Integral Varitas de Calabacita</p> <p><u>Bocadillo</u></p> <p>Leche Cereal Cheerios de Grano Integ</p>
<p>6 Desayuno Week 4</p> <p>Leche Manzana Cereal Integral Rice Krispies</p> <p><u>Comida</u></p> <p>Leche Hamburguesa de Res Elote Naranja Pan de Trigo Integral</p> <p><u>Bocadillo</u></p> <p>Galletas Durazno</p>	<p>7 Desayuno Week 4</p> <p>Leche Piña Machacada Bagel de Trigo Integral</p> <p><u>Comida</u></p> <p>Leche Chabacano Frijoles Refritos Queso Cheddar Jitomate Picado Tortilla de Trigo Integral</p> <p><u>Bocadillo</u></p> <p>Leche Cereal Cheerios de Grano Inte</p>	<p>8 Desayuno Week 4</p> <p>Leche Plátano Fresco Avena</p> <p><u>Comida</u></p> <p>Leche Enchilada de Queso con Salsa Ensalada de Lechuga Romana Naranja</p> <p><u>Bocadillo</u></p> <p>Zanahoria Galletas de Trigo Integral Puré de Garbanzo</p>	<p>9 Desayuno Week 4</p> <p>Leche Chabacano Baritas de Pan Francés Tostad</p> <p><u>Comida</u></p> <p>Leche Ensalada de Col Mango Tortilla de Trigo Integral Rollo de Pavo y Queso</p> <p><u>Bocadillo</u></p> <p>Plátano Fresco Barita de Queso</p>	<p>10 Desayuno Week 4</p> <p>Leche Manzana Mollete con Arándanos Azules</p> <p><u>Comida</u></p> <p>Leche Melón Zanahoria galletas Ritz integrales Ensalada de Atún</p> <p><u>Bocadillo</u></p> <p>Leche Galletas</p>
<p>13 Desayuno Week 5</p> <p>Leche Jotqueis Pera</p> <p><u>Comida</u></p> <p>Leche Chabacano Torta de Pollo Ensalada de Col Pan de Trigo Integral</p> <p><u>Bocadillo</u></p> <p>Barita de Queso Piña Machacada</p>	<p>14 Breakfast Week 5</p> <p>Leche Manzana Cereal Cheerios de Grano Inte</p> <p><u>Lunch</u></p> <p>Leche Frijoles Refritos Fresa Tanjarina o Salsa de Jitomate Tortilla de Trigo Integral</p> <p><u>Snack</u></p> <p>Leche Ojuelas de Cereal Multigrano</p>	<p>15 Breakfast Week 5</p> <p>Leche Bizcocho de Trigo Integral Durazno</p> <p><u>Lunch</u></p> <p>Leche Pan de Trigo Integral Melón Zanahoria Rebanada de Pavo</p> <p><u>Snack</u></p> <p>Plátano Fresco Galletas</p>	<p>16 Breakfast Week 5</p> <p>Leche Avena Piña Machacada Pasas</p> <p><u>Lunch</u></p> <p>Leche Chabacano Ensalada de Lechuga Romana Espagueti Horneado</p> <p><u>Snack</u></p> <p>Leche Chex de fresa</p>	<p>17 Breakfast Week 5</p> <p>Leche Mollete con Plátano Naranja</p> <p><u>Lunch</u></p> <p>Leche Plátano Fresco Brócoli Ensalada de Pollo Galletas de Trigo Integral</p> <p><u>Snack</u></p> <p>Leche Cereal Integral Rice Krispies</p>
<p>20 Desayuno Week 1</p> <p>Leche Jotqueis Pera</p> <p><u>Comida</u></p> <p>Leche Zanahoria Pollo con Limón y Pimienta Naranja Tortilla de Trigo Integral</p> <p><u>Bocadillo</u></p> <p>Puré de Manzana Galletas</p>	<p>21 Desayuno Week 1</p> <p>Leche Chabacano Cereal Cheerios de Grano Inte</p> <p><u>Comida</u></p> <p>Leche Queso Americano Manzana Pan de Trigo Integral Brócoli Sandía Fresca o</p> <p><u>Bocadillo</u></p> <p>Leche Chex de fresa</p>	<p>22 Desayuno Week 1</p> <p>Leche Bizcocho de Trigo Integral Durazno</p> <p><u>Comida</u></p> <p>Leche Burrito Queso Cheddar Lechuga Romana Frijoles Refritos Fresa Tanjarina o Jitomate Picado Tortilla de Trigo Integral</p> <p><u>Bocadillo</u></p> <p>Plátano Fresco Barita de Queso</p>	<p>23 Desayuno Week 1</p> <p>Leche Piña Machacada Bagel de Trigo Integral</p> <p><u>Comida</u></p> <p>Leche Mandarina Arroz Español con Pollo Varitas de Calabacita</p> <p><u>Bocadillo</u></p> <p>Manzana Mantequilla de Semilla de Gira</p>	<p>24 Desayuno Week 1</p> <p>Leche Plátano Fresco Mollete con Arándanos Azules</p> <p><u>Comida</u></p> <p>Leche Pan de Trigo Integral Melón Coliflor Ensalada de Atún</p> <p><u>Bocadillo</u></p> <p>Leche Cereal Integral Rice Krispies</p>
<p>27 Desayuno Week 2</p> <p>NO CLASES NO CLASES NO CLASES</p> <p><u>Comida</u></p> <p>NO CLASES NO CLASES NO CLASES NO CLASES NO CLASES NO CLASES</p> <p><u>Bocadillo</u></p> <p>NO CLASES NO CLASES</p>	<p>28 Desayuno Week 2</p> <p>Leche Baritas de Pan Francés Tostado Pera</p> <p><u>Comida</u></p> <p>Leche Manzana Pierna de Pollo Jitomate Fresco Sandía Fresca o barra de pan para</p> <p><u>Bocadillo</u></p> <p>Leche Cereal Integral Rice Krispies</p>	<p>29 Desayuno Week 2</p> <p>Leche Avena Piña Machacada Pasas</p> <p><u>Comida</u></p> <p>Leche Frijoles Refritos Ensalada de Col Fresa Tanjarina o Tortilla de Trigo Integral</p> <p><u>Bocadillo</u></p> <p>Mollete con Arándanos Azules Durazno</p>	<p>30 Desayuno Week 2</p> <p>Leche Plátano Fresco Cereal Crispix</p> <p><u>Comida</u></p> <p>Leche Pecho de Res Asado Zanahoria Naranja Mini Panecillo de Grano Entero</p> <p><u>Bocadillo</u></p> <p>Leche Galletas</p>	<p>31 Desayuno Week 2</p> <p>Leche Manzana Mollete con Plátano</p> <p><u>Comida</u></p> <p>Leche Pan de Trigo Integral Brócoli Melón Rebanada de Pavo</p> <p><u>Bocadillo</u></p> <p>Puré de Manzana Galletas</p>

ITEM IV-C – INFORMATION

POLICY COUNCIL MINUTES

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review the Policy Council minutes of the March 26, 2019 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 26, 2019
9:00 a.m.

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

Ms. Henrietta Gutierrez called the meeting to order at 9:03 a.m. and read the thought of the day. The Pledge of Allegiance was recited. Ms. Claudett Sanders called the roll and confirmed that a quorum was established.

Members Present:

Adeola Adedipe, Elk Grove Unified School District
Kao Yee Xiong, Elk Grove Unified School District
Claudett Sanders, Sacramento City Unified School District
Yamilka Estrella, Twin Rivers Unified School District
Jovita Galvin, Women's Civic Improvement Club
Evangelina Barrios, SETA-Operated Program
Griselda Cisneros, SETA-Operated Program
Devon McCracken, Home Base Option
Charles Taylor, Past Parent/Community Representative
Henrietta Gutierrez, Past Parent/Community Representative
Christie Hamm, Sacramento Public Library (seated at 9:23 a.m.)

Members Absent:

Marley Schurr, SETA-Operated Program (excused)
Sandra Olguin, Early Head Start/Home Base (Sac. City) (unexcused)
Sharon Stone Smith, Sacramento Children's Museum (excused)

New member to be seated:

Maria Martinez, Women's Civic Improvement Club

II. Consent Item

A. Approval of the February 26, 2019 Meeting Minutes

Minutes were reviewed; no questions or corrections.

Moved/Estrella, second/Galvin, to approve the February 26, 2019 minutes.

Show of hands vote:

Aye: 10 (Adedipe, Barrios, Cisneros, Estrella, Galvin, Martinez, McCracken, Sanders, Taylor, Xiong)

Nay: 0

Abstention: 1 (Gutierrez)

Absent: 4 (Olguin, Hamm, Schurr, Stone Smith)

III. **Action Items**

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

The Board went into closed session at 9:07 a.m. At 9:22 a.m., Ms. Gutierrez called the meeting back to order and reported that during closed session, the Board approved the following eligible lists: Associate Teacher and Associate Teacher/Infant Toddler; Family Services Worker II; Family Services Worker III; Head Start Coordinator (Education) (Supervisory); Typist Clerk III; and Accountant I.

Ms. Christie Hamm was seated at 9:23 a.m.

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

Ms. Gutierrez reviewed the parent activity item. The parent activity must be educational in nature and is an adults-only activity. The parent activity is a way to assist in the bonding of board members.

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

Show of hands vote:

Aye: 11 (Adedipe, Barrios, Cisneros, Estrella, Galvin, Hamm, Martinez, McCracken, Sanders, Taylor, Xiong)

Nay: 0

Abstentions: 1

Absent: 3 (Olguin, Schurr, Stone Smith)

C. Election of Community Representative/Alternate (Grandparent/Foster Parent)

Ms. Gutierrez announced that no applications have been received for the Community Representative position.

IV. **Information Items**

A. Presentation on SETA's Refugee Program: Ms. Michelle O'Camb, Workforce Development Manager

Ms. O'Camb provided an overview of the refugee services available in California. SETA has been administering a program from the Department of Human Assistance (DHA) since the early 1980s. SETA is responsible for the development and submission of a three-year plan which is submitted to the DHA.

The funds SETA administers are received on a formula basis. The overarching goal of the SETA refugee program is to assist refugees in achieving economic self-sufficiency and reduced dependency on public assistance.

III. Action Items (continued)

C. Election of Community Representative/Alternate (Grandparent/Foster Parent) (continued)

Ms. Gutierrez asked for a motion to table the Community Representative (Foster Parent/Grandparent).

Moved/Xiong, second/Cisneros, to table the Election of Community Representative/Alternate (Grandparent/Foster Parent).

Show of hands vote:

Aye: 11 (Adedipe, Barrios, Cisneros, Estrella, Galvin, Hamm, Martinez, McCracken, Sanders, Taylor, Xiong)

Nay: 0

Abstentions: 1

Absent: 3 (Olguin, Schurr, Stone Smith)

IV. Information Items (continued)

B. Standing Information Items

- PC/PAC Calendar of Events: Ms. Sanders reviewed the calendar of events.
- Parent/Staff Recognition: None.
- Fiscal Monthly Report/Corporate Card Monthly Statement of Account: Mr. Victor Han reviewed the fiscal reports for seven months into the fiscal year. The delegates are on budget for the most part. If any of the delegates are below the 75% threshold, he will be contacting them. Staff is working to move EHS line items to more appropriate line items. The credit card statement was reviewed. SETA does pay for posting job announcements on Craigslist;
- CHSA Conference Reports: There is a written report submitted by Ms. Sanders.
- Toastmasters Training Reports: Ms. Xiong stated that it is always a good opportunity to learn tips and tricks on public speaking.
- Early Learning Advocacy Day Report: Ms. Estrella reported on the event. She thanked staff for their support throughout the day. It was an exciting learning experience. Ms. Xiong said it was a great opportunity to learn about bills going through the legislature. Ms. Xiong urged parents to participate in the next event.
- A Calling to Lead; How will you Respond (workshop) Reports: Ms. Gutierrez said it was a very good training. She has a lot of information she would be willing to share. Ms. McCracken said it was a great bonding experience.

She urged everyone to attend next time. Ms. Sanders said it was a great experience and she enjoyed the team experiences. Ms. Xiong stated that it was a good way to validate there are other types of leadership. It was a wonderful leadership activity.

- Community Resources: Mr. Robert Silva announced a Learn to Read workshop for four year olds to be held at LaRiviera Community Center and Cosumnes River College. This would be a good way to get children ready and reading. The workshops will start in June. Mr. Silva reported that the Sacramento Public Library has Ancestry.com available on their computers. The library system also has adult tutoring. Ms. McCracken used Kahn to provide tutoring services for her son.
- Community Agency Reports
 - Sacramento Children's Museum: No report.
 - Sacramento Public Library: Ms. Hamm reported that the Sacramento Public Library offers an on-line high school, learning languages is also available. In April, 13 libraries will have Children's Book Day with children's fiesta dancing. There will be a 'real live llama' at a couple of locations. The library also has emotional therapy dogs in several libraries.

C. SETA Governing Board Minutes: January 3, 2019: No question.

D. Fiscal Monitoring Report: No questions.

V. Committee Reports

- Executive Committee Meeting Critique: Ms. Sanders reviewed the critique.
- Budget/Planning Committee: Ms. Gutierrez stated that Ms. Lee will provide an expanded report during her report.
- Parent Ambassador Committee: No report.
- Social/Hospitality Committee: Ms. Gutierrez reported that the Committee came up with eight options for an educational parent activity event. The outcomes will be reported at the next board meeting. The Committee also chose the second Wednesday of the month, 9:00 -11:00 a.m., as a regular meeting date and time.
- Maternal, Child and Adolescent Health Advisory Board: No report.
- Sacramento Medi-Cal Dental Advisory Committee: Ms. McCracken stated that the first meeting will be on April 4.

VI. Other Reports

- A. Executive Director's Report: Ms. Kathy Kossick stated that a presentation on the Community Services Block Grant will be provided later in the year. Ms. Kossick gave a 'shout out' to Ms. Kao Yee for her excellent presentation on community building.
- B. Chair's Report: Ms. Gutierrez distributed the human resources calendar and asked board members to consider helping out with screening. The PC/PAC reporting forms are to assist parents to go to report out at their parent meetings.

At the upcoming budget workshop at the Franklin Career Center, attendees will be given a tour of the job center and be provided lunch afterward.

- C. Head Start Deputy Director's Report: Ms. Lee followed up on the e-mail regarding Sacramento City. The Budget/Planning Committee has been very involved in the Sacramento City USD budget issues. SCUSD has decided to relinquish some of their Head Start enrollment slots and all of their Early Head and EHS-CCP Start program, and associated funds. All of the delegate agencies have stepped up to take on some of the vacant slots. SETA has been very aggressive in converting some of SCUSD's home based slots into center based slots. San Juan USD took a large portion of the relinquished Head Start enrollment slots, serving more full day services. The plan is to be up and running by August 2019 which will be challenging to get licensing done, but it is the target. Ms. Lee stated that Twin Rivers USD and Women's Civic Improvement Club accepted additional slots as well; SETA will take on the remaining slots. There has been great communication and cooperation to get the slots moved and families served uninterrupted. Ms. Lee urged board members to share the news with other parents in the community to assure everyone that Head Start services will continue. SCOE and River Oak will be expanding their EHS (infants and toddlers) services as well. Work on the Hopkins Park center was completed and staff received certification of occupancy; recruitment of children will begin very soon. Ms. Lee reviewed the Quality Assurance reports and Unannounced Safety/Supervision visits report. Every center gets eight unannounced visits during the year. Ms. Lee wished Ms. Desha a happy birthday. Ms. Sanders spoke of the confusion at the delegate level regarding the relinquishment of SCUSD enrollment slots and how people stepped up to make sure services will continue. Ms. Gutierrez thanked Ms. Lee for the coordination of the information at the Budget/Planning Committee. Ms. Lee suggested a thank you note to other organizations that sustain us as well.
- D. Head Start Managers' Reports
- Lisa Carr - Family Engagement, Home Base, Health/Oral Health, and ERSEA Services: Ms. Carr was thrilled to announce that the program is fully enrolled at the county level. Ms. Carr urged all board members to bring their children to school during the summer. Ms. Carr stated that not only the refugee population is having issues finding housing, it is the number one problem with families. There is a lack of housing resources in California in general. Ms. Carr reported that she met with Sacramento City USD's home base team last week. The transition of children from Sacramento City to SETA began this week and will continue until all slots are filled. The Health Services Advisory Committee is coming up on October 10, 8:30 a.m.; additional information will be provided later in the year.
 - Karen Griffith - School Readiness, Special Education and Mental Health Services: Ms. Griffith reported that in light of the ramp up of additional slots returning to SETA, the Agency is getting ready to hire teaching staff including a lot more EHS staff. In addition to the hiring push, staff is also looking at current staff that may be willing to work with toddlers.

Ms. Estrella left at 10:43 a.m.

Across the county, Head Start centers are undergoing QRIS validation. This is run through the Sacramento County Office of Education (SCOE). SCOE goes out to every center to evaluate them to make sure that the children get all of their developmental screenings. One of the screenings is to ensure that a majority of the teaching staff have Bachelor's degrees. The classrooms will be reviewed by lots of different groups over the year.

- Kaleb Call – Quality Assurance, Food Services, Save Environments, Grants, and Contracts: No report.
 - ✓ Quality Assurance Report for Sacramento City Unified School District
 - ✓ Second Quarter Unannounced Visits QA Self Monitored Report
 - ✓ Second Quarter Unannounced Visits QA Monitored Report

E. Open Discussion and Comments: None.

F. Public Participation: No comments.

VII. Adjournment: The meeting was adjourned at 10:45 a.m.

ITEM V

COMMITTEE REPORT

➤ Executive Committee

Critique of the April 23, 2019 special Parent Advisory Committee meeting.

GOOD!!!
Thank you, Ms. Denise Lee, for your thorough presentation on the HS/EHS Budget Refunding Application for program year 2019-2020.
Thank you, Ms. Lisa Carr, for shared information on Selection Criteria for Enrollment in HS/EHS programs.
Thank you, Mr. Victor Han, for shared information on budget modification for HS/EHS fiscal year 2018-2019, and review of the fiscal report.
Thank you, Mr. Robert Silva, for shared community resources.
Thank you, Madam Chair, for a well-facilitated and timely meeting.
Thank you, Ms. Fina Dempsey, for translation services.
NEEDS IMPROVEMENT
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

➤ 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. Evangelina Barrios
- Head Start Deputy Director's Report – Ms. Denise Lee
 - ✓ Monthly Head Start Report
- Head Start Managers' Reports
 - Lisa Carr - Family Engagement, Home Base, Health/Oral Health, and ERSEA Services
 - Karen Griffith - School Readiness, Special Education and Mental Health Services
 - Kaleb Call – Quality Assurance, Food Services, Safe Environments, Grants, and Contracts

NOTES:



SETA Head Start

Food Service Operations Monthly Report

*April 2019

April 12th - Last Day in April for the Elkhorn Center they will be closed for floor repair will reopen in May.

April 15th through 19th - Spring Break Only Class Calendars B&D Open

Additional Closures During Spring Break -

- April 15th - 16th Avenue & Job Corps
- April 16th - Mather Center
- April 17th - The Norma Johnson & Sharon Neese Centers
- April 18th - Phoenix Park
- April 19th - Crossroads Fardens & Alder Grove I/T

April 19th - Phoenix Park Closed - due to the complex painting

April 17th - EHS Home Base Field Trip to the Zoo Special Lunch and Snack Menu Provided for 95 Guests

April 25th - EHS Home Base Field Trip to the Zoo Special Lunch and Snack Menu Provided for 60 Guests
Bob's Fishing in the City Activity Special Snack Bags provided for 100 Guests

Meetings & Trainings: Connie completed the CACFP Mandatory Course on Documentation Requirements for the CACFP Meal Patterns on April 18, 2019
Presented by California Department of Education - Nutrition Services Division and Fresno City College Cal-Pro-NET Center

Total Number of Meals and Snacks Prepared for All Kitchens:

Lunch	PM Snack	Breakfast	Field Trips
31,670	22,840	23,210	240

Total Amount of Meals and Snacks Prepared 77,960

Purchases:

Food	\$74,725.85
Non - Food	\$9,537.97

Building Maintenance and Repair: \$2,928.74

Janitorial & Restroom Supplies: \$0.00

Kitchen Small Wares and Equipment: \$0.00

Vehicle Maintenance and Repair : \$149.47

Vehicle Gas / Fuel: \$1,331.77
Normal Delivery Days 21

SPECIAL EDUCATION REPORT

Sacramento County Head Start/Early Head Start

April 2019

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

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

Agency	AFE (HS)	Total IEPs	% of AFE	AFE (EHS)	Total IFSPs	% AFE
SETA operated	1836	235	13%	439	123	28%
Twin Rivers USD	180	28	16%	16	1	6%
Elk Grove USD	440	55	13%			
Sac City USD	1139	127	11%	152	20	13%
San Juan USD	668	115	17%	160	20	13%
WCIC	100	9	9%			
EHS CCP				120	10	8%
COUNTY TOTAL	4363	569	13%	887	174	20%

AFE: Annual Funded Enrollment

SETA Head Start/Early Head Start Enrollment Report						
(Enrollment as of the last service day of the month)						
Last Service Day of Month: 04/30/2019						
Site	Loc Id	# Enrolled	# Present	# Absent	# Term W/I 30	Total
16th Avenue	1257R	20	14	6	0	20
16th Avenue	1257X	19	18	1	1	20
Alder Grove ELC	1247V	20	19	1	0	20
Auberry Park	1238A	20	18	2	0	20
Auberry Park	1238B	20	15	5	0	20
Bannon Creek	1200A	18	14	4	1	19
Bannon Creek	1200B	17	15	2	1	18
Bannon Creek	1200C	20	18	2	0	20
Bannon Creek	1200D	16	14	2	1	17
Bright Beginnings	1201V	20	19	1	0	20
Bright Beginnings	1201W	20	19	1	0	20
Crossroad Gardens	1242A	17	14	3	1	18
Crossroad Gardens	1242B	18	15	3	3	21
Crossroad Gardens	1242R	20	19	1	1	21
Crossroad Gardens	1242X	20	18	2	0	20
Elkhorn	1255A	20	17	3	0	20
Elkhorn	1255B	20	15	5	0	20
Elkhorn	1255C	19	14	5	1	20
Elkhorn	1255D	20	13	7	0	20
Elkhorn	1255X	20	19	1	0	20
Freedom Park	1239A	18	18	0	2	20
Freedom Park	1239B	19	15	4	1	20
Freedom Park	1239C	15	12	3	1	16
Freedom Park	1239D	19	16	3	2	21
Freedom Park	1239R	19	19	0	2	21
Freedom Park	1239X	19	12	7	1	20
Fruitridge	1216A	20	16	4	2	22
Fruitridge	1216B	20	17	3	1	21
Fruitridge	1216C	20	15	5	0	20
Fruitridge	1216D	18	16	2	3	21
Galt	1234A	20	20	0	0	20
Galt	1234B	20	14	6	0	20
Galt	1234C	20	19	1	0	20
Galt	1234D	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: 04/30/2019						
Site	Loc Id	# Enrolled	# Present	# Absent	# Term W/I 30	Total
Galt	1234E	20	20	0	0	20
Galt	1234F	20	20	0	0	20
Grizzly Hollow	1252A	20	17	3	0	20
Grizzly Hollow	1252B	20	17	3	0	20
Hillsdale	1228A	19	18	1	1	20
Hillsdale	1228B	17	13	4	2	19
Hillsdale	1228C	18	15	3	2	20
Hillsdale	1228D	20	18	2	1	21
Hillsdale	1228R	20	17	3	0	20
Hillsdale	1228X	20	16	4	1	21
Illa Collin	1221V	20	18	2	0	20
Job Corp	1237X	20	19	1	0	20
Kennedy Estates	1240A	17	16	1	0	17
Kennedy Estates	1240B	19	15	4	0	19
La Verne Sterwart	1219S	20	19	1	1	21
Marina Vista ELC	1246R	20	19	1	0	20
Marina Vista ELC	1246S	20	18	2	0	20
Marina Vista ELC	1246X	20	20	0	0	20
Mather	1223A	18	14	4	0	18
Mather	1223B	17	16	1	2	19
Mather	1223C	17	12	5	3	20
Mather	1223D	20	18	2	1	21
Mather	1223X	20	20	0	0	20
Nedra Court	1244V	20	20	0	0	20
Nedra Court	1244W	20	18	2	0	20
Norma Johnson	1214A	20	15	5	0	20
Norma Johnson	1214B	19	15	4	0	19
Norma Johnson	1214X	20	18	2	0	20
North Avenue	1256A	18	15	3	3	21
North Avenue	1256B	17	12	5	2	19
North Avenue	1256V	20	19	1	0	20
North Avenue	1256X	20	20	0	0	20
Northview	1224A	20	19	1	1	21
Northview	1224B	20	18	2	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: 04/30/2019						
Site	Loc Id	# Enrolled	# Present	# Absent	# Term W/I 30	Total
Northview	1224C	20	17	3	0	20
Northview	1224D	20	16	4	0	20
Northview	1224X	20	20	0	0	20
Parker	1207S	19	15	4	1	20
Phoenix Park	1248A	20	15	5	0	20
Phoenix Park	1248B	20	14	6	0	20
Phoenix Park	1248X	20	16	4	0	20
Sharon Neese	1249R	20	17	3	0	20
Sharon Neese	1249V	20	19	1	0	20
Sharon Neese	1249X	20	18	2	0	20
Solid Foundation	1254A	20	18	2	0	20
Solid Foundation	1254B	20	19	1	0	20
Solid Foundation	1254C	17	13	4	0	17
Solid Foundation	1254D	17	13	4	0	17
Strizek Park	1225A	20	18	2	0	20
Strizek Park	1225B	20	16	4	0	20
Walnut Grove	1235V	19	18	1	0	19
Walnut Grove	1235W	19	18	1	0	19
16th Avenue	1257J	8	6	2	0	8
16th Avenue	1257K	8	7	1	0	8
16th Avenue	1257N	8	6	2	0	8
Alder Grove Infant/Toddler Center	1212M	8	7	1	0	8
Alder Grove Infant/Toddler Center	1212U	8	7	1	1	9
Crossroad Gardens	1242M	8	6	2	0	8
Crossroad Gardens	1242U	8	8	0	1	9
Elkhorn	1255M	7	5	2	1	8
Elkhorn	1255U	8	6	2	0	8
Grizzly Hollow	1252P	8	7	1	0	8
Job Corp	1237M	8	7	1	0	8
Job Corp	1237N	8	7	1	0	8
Job Corp	1237U	8	8	0	0	8
Marina Vista ELC	1246P	8	6	2	0	8
Mather	1223M	7	7	0	0	7
Mather	1223U	8	8	0	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: 04/30/2019						
Site	Loc Id	# Enrolled	# Present	# Absent	# Term W/I 30	Total
Norma Johnson	1214U	8	7	1	0	8
North Avenue	1256P	8	7	1	1	9
Northview	1224P	6	5	1	3	9
Phoenix Park	1248U	8	6	2	0	8
Sharon Neese	1249M	8	8	0	0	8
Sharon Neese	1249N	8	6	2	2	10
Sharon Neese	1249U	8	8	0	0	8
TOTALS for Head Start		1838	1594	244	55	1893
HS Totals	1658					
Drops w/in 30	46					
P/S Home Base	140					
Total	1844					
EHS Totals	180					
Drops w/in 30	9					
River Oaks	60					
SCOE	70					
EHS Home Base	169					
Total	488					
GRAND TOTAL	2332					

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 2018 to 2019

Period: April 2019

Full Day Classes		
	Present Only	Present and Excused
Center Name	%ADA *	%ADA **
Alder Grove ELC	79%	100%
Bright Beginnings	79%	100%
Crossroad Gardens	88%	100%
Elkhorn	94%	100%
Freedom Park	83%	93%
Hillsdale	90%	98%
Illa Collin	78%	100%
Job Corp	87%	100%
La Verne Sterwart	79%	100%
Marina Vista ELC	88%	97%
Mather	89%	100%
Nedra Court	87%	99%
Norma Johnson	83%	100%
North Avenue	87%	100%
Northview	85%	100%
Parker	78%	100%
Phoenix Park	81%	100%
Sharon Neese	88%	99%
Walnut Grove	85%	100%
Overall Averages	85%	99%

* ADA reflects cumulative days present for the month

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

SETA Head Start/Early Head Start

Monthly Attendance Report for School Year 2018 to 2019

Period: April 2019

Part Day Classes		
	Present Only	Present and Excused
Center Name	%ADA *	%ADA **
Auberry Park	66%	100%
Bannon Creek	82%	97%
Crossroad Gardens	81%	100%
Elkhorn	77%	100%
Freedom Park	80%	96%
Fruitridge	74%	99%
Galt	86%	100%
Grizzly Hollow	89%	100%
Hillsdale	80%	95%
Kennedy Estates	80%	98%
Mather	79%	99%
Norma Johnson	86%	100%
North Avenue	79%	98%
Northview	84%	100%
Phoenix Park	85%	100%
Solid Foundation	80%	100%
Strizek Park	86%	99%
Overall Averages	81%	99%

* ADA reflects cumulative days present for the month

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

SETA Head Start/Early Head Start

Monthly Attendance Report for School Year 2018 to 2019

Period: April 2019

Early Head Start Classes		
	Present Only	Present and Excused
Center Name	%ADA *	%ADA **
16th Avenue	85%	99%
Alder Grove Infant/Toddler Center	77%	96%
Crossroad Gardens	79%	98%
Elkhorn	82%	100%
Grizzly Hollow	78%	100%
Job Corp	76%	100%
Marina Vista ELC	89%	99%
Mather	88%	98%
Norma Johnson	93%	97%
North Avenue	88%	99%
Northview	94%	100%
Phoenix Park	86%	99%
Sharon Neese	83%	99%
Overall Averages	83%	99%

* ADA reflects cumulative days present for the month

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

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: