

GOVERNING BOARD

LARRY CARR
Councilmember
City of Sacramento

PATRICK KENNEDY
Board of Supervisors
County of Sacramento

DON NOTTOLI
Board of Supervisors
County of Sacramento

JAY SCHENIRER
Councilmember
City of Sacramento

SOPHIA SCHERMAN
Public Representative

ADMINISTRATION

KATHY KOSSICK
Executive Director

DENISE LEE
Deputy Director

925 Del Paso Blvd., Suite 100
Sacramento, CA 95815

Phone: (916) 263-3804
Fax: (916) 263-3779

Website:
<http://www.headstart.seta.net>

THOUGHT OF THE DAY: "I don't want to make somebody else. I want to make myself."

— Toni Morrison, *Sula*

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

DATE: Tuesday, August 20, 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.

AGENDA

PAGE NUMBER

- | | | |
|-------------|---|-----|
| A. | <u>Call to Order/Roll Call/Review of Board Member Attendance</u> | 1-4 |
| | ➤ PAC Meeting Attendance Update | |
| II. | <u>Consent Item</u> | |
| A. | Approval of the Minutes of the July 16, 2019 Meeting | 5-8 |
| III. | <u>Action Item:</u> None. | |

IV. <u>Information Items</u>	
A. Standing Information Items	9-19
➤ 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	
➤ Child Care Center Food Menu (attached)	
➤ Preschool Development Grant – Early Learning & Care Parent Committee Report – Ms. Henrietta Gutierrez	
➤ Head Start/Early Head Start Recruitment Reports	
• ESL Fall Orientation & Family Fair	
➤ Community Resources – Parents/Staff: Mr. Robert Silva	
B. Policy Council Minutes: June 25, 2019	20-24
V. <u>Committee Reports</u>	25-26
➤ Executive Committee Meeting Critique: Ms. Angel Chenault	
➤ Personnel/Bylaws Committee: Ms. Angel Chenault	
➤ Social/Hospitality Committee: Ms. Angel Chenault	
VI. <u>Other Reports</u>	27-41
➤ 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	
• <u>Lisa Carr</u> - Family Engagement, Home Base, Health/Oral Health, and ERSEA Services	
• <u>Karen Griffith</u> - School Readiness, Special Education and Mental Health Services	
• <u>Kaleb Call</u> – Quality Assurance, Food Services, Safe Environments, Grants, and Contracts	
VII. <u>Center Updates</u>	42
VIII. <u>Discussion</u>	42
IX. <u>Public Participation</u>	42
X. <u>Adjournment</u>	

DISTRIBUTION DATE: TUESDAY, AUGUST 13, 2019

Parent Advisory Committee meeting hosted by:
 Angel Chenault (Chair), Vacant (Vice Chair), Henrietta Gutierrez (Secretary),
 vacant (Treasurer), Tamala Kientz (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, Bannon Creek Head Start
- ___ Vacant, Crossroad Gardens Head Start
- ___ **Alisha Givehchi, Early Head Start (Home Base)**
- ___ **Stephen Key, Elkhorn Head Start**
- ___ Vacant, Freedom Park Head Start
- ___ Vacant, Fruitridge Head Start
- ___ Vacant, Galt Head Start
- ___ Vacant, Grizzly Hollow
- ___ Vacant, Hillsdale Head Start
- ___ Vacant, 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
- ___ **Tamala Kientz, 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"/> Keemeshawn Colbert, Sharon Neese Head Start
<input type="checkbox"/> Vacant, Alder Grove I Head Start
<input type="checkbox"/> Vacant, Alder Grove II Head Start
<input type="checkbox"/> Vacant, Bannon Creek Head Start
<input type="checkbox"/> Vacant, Crossroad Gardens Head Start
<input type="checkbox"/> Vacant, Freedom Park Head Start
<input type="checkbox"/> Vacant, Fruitridge Head Start
<input type="checkbox"/> Vacant, Galt Head Start
<input type="checkbox"/> Vacant, Grizzly Hollow Head Start
<input type="checkbox"/> Vacant, Hillsdale Head Start
<input type="checkbox"/> Vacant, 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"/> Vacant, Marina Vista Head Start
<input type="checkbox"/> Vacant, Mather Head Start
<input type="checkbox"/> Vacant, Nedra Court 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, Pre-School (Home Base)
<input type="checkbox"/> Vacant, River Oak Center for Children
<input type="checkbox"/> Vacant, SCOE Head Start
<input type="checkbox"/> Vacant, Solid Foundation Head Start
<input type="checkbox"/> Vacant, Early Head Start (Home Base)
<input type="checkbox"/> Vacant, Grandparent Representative
<input type="checkbox"/> Vacant, Outgoing Chair
<input type="checkbox"/> Vacant, Parent Ambassador
<input type="checkbox"/> Vacant, Parent Ambassador

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	BC													
Vacant Seated	BC													
Vacant Seated	CR													
Alisha Givchchi Seated 6/19	EHS/HB	X	X	X		X	X	X	X	X				
Stephen Key Seated 6/18	EL								X	X				
Vacant Seated	FP													
Vacant Seated	FP													
Vacant Seated	FT													
Vacant Seated	G													
Vacant Seated	GH													
Vacant Seated	H													
Devon McCracken -s/b seated 11/20; seated 12/18	HB	E	X	X		X	X	X	X	R				
Vacant Seated	HB													
Vacant Seated	IC													
Vacant Seated	HP													
Vacant Seated	JC													
Vacant Seated	JC													
Vacant Seated	K													
Vacant Seated	LVS													
Vacant Seated	MCBB													
Vacant Seated	MV													
Vacant Seated	M													
Tamala Kientz Seated 5/21	NA							X	X	X				
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
Vacant Seated	NJ													
Spring Burrell Seated 11/20	NV	X	X	E		X	X	E	X	X				
Vacant Seated	NV													
Vacant Seated	PA													
Vacant Seated	PP													
Vacant Seated	RO													
Vacant Seated	SCOE													
Vacant Seated	SF													
Keemeshawn Colbert s/b/seated 7/16	SN									U				
Evangelina Barrios Seated 11/20	SP	X	X	E		X	X	X	X	X				
Laura Meza Seated 3/19	WG					X	X	X	U	E				
Vacant Seated	FPR													
Vacant Seated	AMB													
Vacant Seated	AMB													
Angel Chenault Seated 11/20	CR/PP	X	X	X		X	X	X	X	E				
Henrietta Gutierrez Seated 11/20	CR/PP	X	X	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

ITEM II-A – CONSENT

APPROVAL OF MINUTES OF THE JULY 16, 2019 REGULAR MEETING

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review and approve the minutes of the July 16, 2019 meeting.

RECOMMENDATION:

Approve the minutes of the July 16, 2019 meeting.

NOTES:

ACTION: Moved: _____ Second: _____

VOTE: Aye _____ Nay: _____ Abstain: _____

REGULAR MEETING OF THE HEAD START PARENT ADVISORY COMMITTEE

(Minutes reflect the actual progress of the meeting.)

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

Tuesday, July 16, 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 9:00 a.m. The Pledge of Allegiance was recited. Ms. Gutierrez read the thought of the day. Ms. Gutierrez called the roll and a quorum was established.

Members Present:

Stephen Key
Tamala Kientz
Spring Burrell
Evangelina Barrios
Henrietta Gutierrez
Alisha Givehchi (seated at 9:10 a.m.)

Members Absent:

Laura Meza (excused)
Angel Chenault (excused)

New Member to be seated but absent:

Keemeshawn Colbert, Sharon Neese (unexcused)

Ms. Devon McCracken resigned as of July 12, 2019.

II. Consent Item

A. Approval of the Minutes of the June 18, 2019 Meeting

Moved/Burrell, second/Kientz, to approve the June 18, 2019 minutes.

Show of hands vote:

Aye: 4

Nay: 0

Abstentions: 1 (Gutierrez)

Absent: 2 (Chenault & Meza)

III. Action Item: None.

IV. Information Items

B. Standing Information Items

- PC/PAC Calendar of Events: Ms. Gutierrez reviewed the calendar of events.
- Parent/Staff Recognitions: None.

- Fiscal Monthly Report/Corporate Card Monthly Statement of Account: Ms. D'et Saurbourne provided an overview of the fiscal report as of June 30. The report shows the budget 92.1% spent. The administrative expenses are at 9.5% which is very good. The credit card expenditures were reviewed. There were no questions on the report.
- Child Care Center Food Menu: No questions.
- Trauma Informed Care (ACES) Report: Ms. Gutierrez reviewed the information provided from a presenter at the Policy Council.
- Head Start/Early Head Start Recruitment Reports
 - Community Health Fair: Ms. Burrell spoke of the event and stated that she enjoyed visiting the various vendors present.

Ms. Alisha Givehchi was seated at 9:10 a.m.

- Community Resource Fair
 - Community Resources – Parents/Staff: Mr. Robert Silva provided information from the North Sacramento Family Resource Centers. Three recruitment events are coming up: July 26, August 2, and August 23. Mr. Silva asked parents to consider volunteering on one of these recruitment events.
- A. **Presentation:** WEAVE – Shelby Vice: Ms. Shelby Vice provided information on domestic violence and services available to those experiencing problems. Ms. Vice will return to the board at a later date and provide information on human trafficking.
- PC/PAC Parent Survey: Ms. Marie Desha reported that she, Ms. Carr, and the Governance Unit prepared and distributed a survey to staff, PAC and PC, to collect information on parent participation. A survey will be sent out to former board members as well.
- C. Policy Council Minutes: May 28, 2019: No questions.

V. Committee Reports

- Executive Committee Meeting Critique: Ms. Gutierrez reviewed the critique.
- Personnel/Bylaws Committee: Ms. Gutierrez reviewed the last meeting.
- Social/Hospitality Committee: Ms. Gutierrez reviewed the last meeting where attendees worked on the End-of-Year Parent Appreciation event. Mr. Victor Bonanno was selected as the keynote speaker.

VI. Other Reports

- Chair's Report: No report.
- Policy Council Report(s): No report.
- Head Start Deputy Director's Report: Ms. Denise Lee thanked the Management Team and staff for the smooth transition of Sacramento City USD slots to SETA.

There were a lot of moving parts and Sacramento City USD staff were present and working with SETA staff during this process.

➤ **Head Start Managers' Reports**

- **Lisa Carr** - Family Engagement, Home Base, Health/Oral Health, and ERSEA Services: Ms. Carr stated that the transition was possible due to Ms. Lee's leadership; she acknowledged her assistance and support that helped all staff. Staff is still recruiting 3-5 year olds for the Capital City center. The Hopkins Center is also looking for children. American Legion will be opening to provide services for 16 toddlers. Ms. Spring Burrell was thanked for her work on the recruitment event. Ms. Carr reported that she will be offering another Early Childhood Education class in the fall. The class will be held Tuesdays, from 6:00 p.m. until 9:10 p.m. This is a college-level class through American River College. A flyer will be distributed to board members. Ms. Carr confirmed that the Auberry center closed permanently.
- **Karen Griffith** - School Readiness, Special Education and Mental Health Services: Ms. Griffith reported that in addition to the centers opened on July 8, more will be opening in the coming months. Mr. Nathan Villasenor, Head Start Program Specialist, was introduced. Mr. Villasenor will be working on data in the Head Start program including the annual Program Information Report. Staff will be coming in August 5-9 for training on bloodborne pathogens, sexual harassment, sanitization, and other mandatory topics. A curriculum refresher will be provided as well.
- **Kaleb Call** – Quality Assurance, Food Services, Save Environments, Grants, and Contracts: No report.

VII. Center Updates: No comments.

VIII. Discussion: Ms. Gutierrez wished Ms. Givehchi a Happy Birthday.

IX. Public Participation: Ms. Givehchi reported that she was awarded a California Community Grant for a toddler playgroup sponsored by First 5.

X. Adjournment: The meeting was adjourned at 10:02 a.m.

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 – Mr. Victor Han
 - Child Care Center Food Menu (attached)
 - Preschool Development Grant – Early Learning & Care Parent Committee Report – Ms. Henrietta Gutierrez
 - Head Start/Early Head Start Recruitment Reports
 - ESL Fall Orientation & Family Fair
 - Community Resources – Parents/Staff: Mr. Robert Silva

NOTES:

PC/PAC Calendar of Events

<u>EVENT</u>	<u>DATE</u>
PAC Executive Committee (This meeting will be held after the August 20 Parent Advisory Committee Board meeting.)	Tuesday, August 20, 2019 10:30 a.m. Board Room
PC/PAC Personnel/Bylaws Committee	Wednesday, August 28, 2019 9:00 – 10:00 a.m. Camellia Room
PC/PAC Social/Hospitality Committee	Wednesday, August 28, 2019 10:00 a.m. – 11:30 a.m. Camellia Room
PC Executive Committee	Thursday, August 29, 2019 9:00 a.m. – 10:30 a.m. Camellia Room
PC/PAC Joint Executive Committee	Thursday, August 29, 2019 10:30 a.m. Camellia Room
PC/PAC Social/Hospitality Committee	Wednesday, September 11, 2019 9:00 a.m. – 11:00 a.m. Olympus Room
PC/PAC End-of-Year Parent Appreciation Brunch	Wednesday, October 2, 2019 10:0 a.m. – 1:00 p.m. SETA – Sequoia Room (flyer attached)

NOTE:

- **Parent Ambassador Committee** meetings have been canceled in July and August.

**SETA Head Start/Early Head Start
Policy Council and Parent Advisory Committee
Cordially Invite You to Attend Our
2018—2019 Annual
End-Of-The-Year Parent Appreciation Brunch**

Theme: *“Lead from Where You Are”* by Sean Glaze

DATE:

Wednesday, October 2, 2019

TIME:

10:00am - 1:00pm

LOCATION:

SETA in the Sequoia Room
925 Del Paso Blvd STE 100
Sacramento, CA 95815

KEYNOTE SPEAKER:

Mr. Victor Bonanno

BRUNCH SELECTIONS:

- Chicken Marsala (Grilled Boneless Chicken Breast with Marsala Sauce)
 - Red Russet Mashed Potatoes
 - Mixed Green Salad
 - Fresh Baked Roll and Butter
 - Fresh Baked Cookies

\$12.95 Per Guest

Vegetarian Meal:

- Red Bell Pepper Stuffed with Balsamic Roasted Tomatoes, Capers, Rice, and Tofu

\$13.50 Per Guest

Beverages: Coffee and Lemonade

SETA WILL BE RESPONSIBLE FOR THE COST OF TWO (2) PARENT GUEST MEAL PAYMENTS, PER PARENT REP.

(NON-REFUNDABLE, ADVANCE PAYMENT REQUIRED)

CASH OR MONEY ORDER-ONLY

GUEST FEES ARE DUE BY THURSDAY, SEPTEMBER 19, 2019 BY 4 P.M.

SUBMIT PAYMENT TO MARIE DESHA

CALL NANCY HOGAN TO RSVP AT (916) 263-3827, OR EMAIL: NANCY.HOGAN@SETA.NET

Apply Online Today!



The U.S. Census Bureau is seeking qualified office staff for 2020 Census operations in the local area.

- ✓ Excellent Pay
- ✓ Flexible Hours
- ✓ Paid Training
- ✓ Temporary Positions

Apply Online Today!
2020census.gov/jobs

1-855-JOB-2020
(1-855-562-2020)

Federal Relay Service: (800) 877-8339 TTY / ASCII
www.gsa.gov/fedrelay

The Federal Relay Service provides telecommunications services to allow individuals who are deaf, hard of hearing, and/or have speech disabilities to conduct official business with and within the federal government. The U.S. Census Bureau is an Equal Opportunity Employer.

SETA Operated & Delegate Agencies Combined Head Start/Early Head Start
Expenditures for Fiscal Year 2018-2019
For the Twelve Months Ended July 31, 2019

	Budget	Admin	Program	YTD Expenses	YTD %	Remaining	Non-Federal Share	NFS YTD %	Admin %
Head Start Basic									
Twin Rivers	\$ 1,771,004	\$ 135,478	\$ 1,622,542	\$ 1,758,020	99.3%	\$ 12,984	\$ 549,373	31.2%	7.7%
Elk Grove	3,296,934	295,933	3,001,001	3,296,934	100.0%	-	591,682	17.9%	9.0%
Sac City	8,881,698	738,005	8,143,693	8,881,698	100.0%	-	3,732,822	42.0%	8.3%
San Juan	5,642,666	452,306	4,828,041	5,280,348	93.6%	362,318	1,038,122	19.7%	8.6%
WCIC	1,026,605	101,511	925,094	1,026,605	100.0%	-	334,855	32.6%	9.9%
SETA	25,549,060	2,794,865	22,754,195	25,549,060	100.0%	-	5,876,804	23.0%	10.9%
Total	\$ 46,167,967	\$ 4,518,100	\$ 41,274,565	\$ 45,792,665	99.2%	\$ 375,302	\$ 12,123,658	26.5%	9.9%

Early Head Start Basic									
Twin Rivers	\$ 363,928	\$ 27,798	\$ 306,254	\$ 334,052	91.8%	\$ 29,876	\$ 15,959	4.8%	8.3%
Sac City	1,828,697	119,478	1,353,147	1,472,625	80.5%	356,072	271,530	18.4%	8.1%
San Juan	1,805,086	113,306	1,691,780	1,805,086	100.0%	-	656,703	36.4%	6.3%
SETA	5,651,159	567,670	4,976,574	5,544,245	98.1%	106,914	3,056,672	55.1%	10.2%
Total	\$ 9,648,870	\$ 828,252	\$ 8,327,755	\$ 9,156,008	94.9%	\$ 492,862	\$ 4,000,864	43.7%	9.0%

Head Start T&TA									
Twin Rivers	\$ 11,700	\$ -	\$ 11,700	\$ 11,700	100.0%	\$ -			
Elk Grove	14,040	-	2,995	2,995	21.3%	11,045			
Sac City	31,200	1,438	29,762	31,200	100.0%	-			
San Juan	23,400	-	15,935	15,935	68.1%	7,465			
WCIC	11,700	-	11,699	11,699	100.0%	1			
SETA	445,080	-	255,449	255,449	57.4%	189,631			
Total	\$ 537,120	\$ 1,438	\$ 327,541	\$ 328,978	61.2%	\$ 208,142	\$ -		

Early Head Start T&TA									
Twin Rivers	\$ 5,852	\$ -	\$ 5,852	\$ 5,852	100.0%	\$ -			
Sac City	27,564	1,270	26,294	27,564	100.0%	-			
San Juan	30,912	-	21,561	21,561	69.8%	9,351			
SETA	169,075	-	15,842	15,842	9.4%	153,233			
Total	\$ 233,403	\$ 1,270	\$ 69,549	\$ 70,819	30.3%	\$ 162,584	\$ -		

TOTAL Head Start									
Twin Rivers	\$ 2,152,484	\$ 163,276	\$ 1,946,348	\$ 2,109,624	98.0%	\$ 42,860	\$ 565,333	26.8%	7.7%
Elk Grove	3,310,974	295,933	3,003,996	3,299,929	99.7%	11,045	591,682	17.9%	9.0%
Sac City	10,769,159	860,191	9,552,896	10,413,087	96.7%	356,072	4,004,353	38.5%	8.3%
San Juan	7,502,064	565,612	6,557,318	7,122,930	94.9%	379,134	1,694,825	23.8%	7.9%
WCIC	1,038,305	101,511	936,793	1,038,304	100.0%	1	334,855	32.3%	9.8%
SETA	31,814,374	3,362,535	28,002,061	31,364,596	98.6%	449,778	8,933,476	28.5%	10.7%
Total	\$ 56,587,360	\$ 5,349,059	\$ 49,999,410	\$ 55,348,470	97.8%	\$ 1,238,890	\$ 16,124,522	29.1%	9.7%

On Budget%
100.0%

Required %
25% Max %
15%

SETA OPERATED PROGRAMS (SOP)
Expenditures for Fiscal Year 2018-2019
For the Twelve Months Ended July 31, 2019

SOP HEAD START (BASIC & T&TA)	Budget	Total Expenditures	Remaining Budget	100.0%
Personnel	\$ 12,697,451	\$ 12,553,389	\$ 144,062	98.9%
Fringe Benefits	6,968,721	7,122,343	(153,622)	102.2%
Equipment	437,000	116,912	320,088	26.8%
Travel (Out-of-State)	27,500	17,825	9,675	64.8%
Supplies	441,000	555,000	(114,000)	125.9%
Construction	535,338	451,169	84,169	84.3%
Occupancy	2,723,166	2,793,707	(70,541)	102.6%
Local Travel	90,000	117,296	(27,296)	130.3%
Nutrition Services	250,000	331,483	(81,483)	132.6%
Child Services	76,000	42,101	33,899	55.4%
Substitutes	483,449	533,075	(49,626)	110.3%
Parent Services	167,000	126,897	40,103	76.0%
Publications/Advertising/Printing	13,500	9,166	4,334	67.9%
Training or Staff Development/Parent Aides	197,427	147,559	49,868	74.7%
Operating Costs	886,588	1,070,689	(184,101)	120.8%
TOTAL SOP HEAD START (BASIC & T&TA)	\$ 25,994,140	\$ 25,988,612	\$ 5,528	100.0%
Administrative %	10.8%			

SOP EARLY HEAD START (BASIC & T&TA)	Budget	Total Expenditures	Remaining Budget	100.0%
Personnel	\$ 2,570,922	\$ 2,723,623	\$ (152,701)	105.9%
Fringe Benefits	1,486,509	1,459,842	26,667	98.2%
Equipment	70,000	-	70,000	0.0%
Travel (Out-of-State)	10,000	3,524	6,476	35.2%
Supplies	70,000	142,502	(72,502)	203.6%
Occupancy	293,618	143,047	150,571	48.7%
Local Travel	14,000	9,807	4,193	70.0%
Nutrition Services	25,000	26,677	(1,677)	106.7%
Child Services	9,800	2,473	7,327	25.2%
Parent Services	7,000	1,384	5,616	19.8%
Training or Staff Development/Parent Aides	83,115	8,189	74,926	9.9%
Operating Costs	163,622	147,134	16,488	89.9%
TOTAL SETA EARLY HEAD START (BASIC & T&TA)	\$ 4,803,586	\$ 4,668,201	\$ 135,385	97.2%
Administrative %	11.3%			
Partners/Contractual	\$ 1,016,648	\$ 891,885	\$ 124,763	87.7%
TOTAL SOP EARLY HEAD START BASIC	\$ 5,820,234	\$ 5,560,086	\$ 260,148	95.5%
Administrative %	10.2%			

COMBINED SOP HS & EHS	Budget	Total Expenditures	Remaining Budget	100.0%
Personnel	\$ 15,268,373	\$ 15,277,012	\$ (8,639)	100.1%
Fringe Benefits	8,455,230	8,582,185	(126,955)	101.5%
Equipment	507,000	116,912	390,088	23.1%
Travel (Out-of-State)	37,500	21,349	16,151	56.9%
Supplies	511,000	697,502	(186,502)	136.5%
Construction	535,338	451,169	84,169	84.3%
Occupancy	3,016,784	2,936,753	80,031	97.3%
Local Travel	104,000	127,103	(23,103)	122.2%
Nutrition Services	275,000	358,160	(83,160)	130.2%
Child Services	85,800	44,574	41,226	52.0%
Substitutes	483,449	533,075	(49,626)	110.3%
Parent Services	174,000	128,280	45,720	73.7%
Publications/Advertising/Printing	13,500	9,166	4,334	67.9%
Training or Staff Development	280,542	155,749	124,793	55.5%
Operating Costs	1,050,210	1,217,823	(167,613)	116.0%
TOTAL SETA HS & EHS	\$ 30,797,726	\$ 30,656,813	\$ 140,913	99.5%
Administrative %	10.8%			
Partners/Contractual	\$ 1,016,648	\$ 891,885	\$ 124,763	87.7%
TOTAL COMBINED SOP HS & EHS	\$ 31,814,374	\$ 31,548,698	\$ 265,676	99.2%
Administrative %	10.8%			

SETA Operated, Delegate & Partner Agencies Combined Early Head Start - Child Care Partnership
Expenditures for Fiscal Year 2018-2019
For the Twelve Months Ended July 31, 2019

	Budget	Admin	Program	YTD Expenses	YTD %	Remaining	Non-Federal Share	NFS YTD %	Admin %
EHS-CCP Basic									
Sac City	\$ 738,569	\$ 35,539	\$ 702,900	\$ 738,439	100.0%	\$ 130	\$ 290,821	39.4%	4.8%
Non-Subsidy Slot Reimb.	5,000	-	-	-	0.0%	5,000			
SETA	1,132,159	74,455	729,168	803,623	71.0%	328,536	314,626	39.2%	9.3%
Total	\$ 1,875,728	\$ 109,994	\$ 1,432,068	\$ 1,542,062	82.2%	\$ 333,666	\$ 605,447	39.3%	7.1%

EHS-CCP T&TA									
Sac City	\$ 17,500	\$ 806	\$ 16,694	\$ 17,500	100.0%	\$ -		0.0%	0.0%
SETA	155,553	-	19,258	19,258	12.4%	136,295		0.0%	0.0%
Total	\$ 173,053	\$ 806	\$ 35,952	\$ 36,758	21.2%	\$ 136,295	\$ -	0.0%	2.2%

TOTAL EHS-CCP									
Sac City	\$ 756,069	\$ 36,345	\$ 719,594	\$ 755,939	100.0%	\$ 130	\$ 290,821	38.5%	4.8%
Non-Subsidy Slot Reimb.	5,000	-	-	-	0.0%	5,000	-		
SETA	1,287,712	74,455	748,427	822,881	63.9%	464,831	314,626	38.2%	9.0%
Total	\$ 2,048,781	\$ 110,800	\$ 1,468,020	\$ 1,578,820	77.1%	\$ 469,961	\$ 605,447	38.3%	7.0%

<i>On Budget%</i>	<i>Required %</i>	<i>Max %</i>
100.0%	25%	15%

**SACRAMENTO EMPLOYMENT & TRAINING AGENCY
CORPORATE CARD - AMERICAN EXPRESS
STATEMENT OF ACCOUNT
7/19/2019**

DATE	VENDOR NAME	DESCRIPTION	AMOUNT	HS/ADMIN/WD
6/11/2019	One World Recycling	E-Waste Recycling	\$ 190.00	ADMIN
6/13/2019	American Registry for Internet Numbers	IT Maintenance	150.00	ADMIN
6/25/2019	Swanson and Son Lock	Building Maintenance	130.00	ADMIN
6/26/2019	Rackspace Cloud	Cloud Server	41.74	ADMIN
6/27/2019	Officesupply.com	Office Supplies	12.13	ADMIN
6/28/2019	NEOGOV	Job Posting	175.00	ADMIN
6/28/2019	CALPELRA	Job Posting	326.00	ADMIN
6/28/2019	Sacramento Area HR Association	Job Posting	249.00	ADMIN
7/3/2019	CA Society of Municipal Finance	Membership Renewal	110.00	ADMIN
7/5/2019	Amazon	Office Supplies	1,467.50	ADMIN
7/8/2019	Talevation LLC	IBM Kenexa Assess Skills Assessment	1,060.80	ADMIN
7/8/2019	Amazon	Quickbooks Upgrade	1,249.95	ADMIN
7/9/2019	Amazon	Office Supplies	14.58	ADMIN
7/10/2019	AMEX	Late Fee	39.00	ADMIN
6/10/2019	Quick Medical Inc	Medical Supplies	399.06	ADMIN
6/10/2019	M&Q Packaging	Kitchen Supplies	2,912.69	HS
6/12/2019	Oriental Trading Company	Summer Series Supplies	48.90	HS
6/13/2019	Childcare Education Institute	Subscription Renewal	999.00	HS
6/13/2019	Johnson Controls	HS Alarm Services	3,637.69	HS
6/13/2019	Amazon	Classroom Supplies	15.98	HS
6/14/2019	Community Resource Project, Inc	Recruitment at 20th Annual Breastfeed Celebration	50.00	HS
6/15/2019	Walmart	Kitchen Supplies	171.60	HS
6/17/2019	Walmart	Medical Supplies	324.15	HS
6/17/2019	Natus Medical	Medical Supplies	5,009.00	HS
6/18/2019	Rocky Mountain Sunscreen	Classroom Supplies	1,373.86	HS
6/19/2019	Sacramento Zoological Society	Field Trip	690.00	HS
6/19/2019	Walmart	Kitchen Supplies	1,173.12	HS
6/20/2019	Walmart	Kitchen Supplies	75.41	HS
6/20/2019	Amazon	Office Supplies	36.08	HS
6/21/2019	Anypromo	Office Supplies	840.89	HS
6/21/2019	Lead Tests	Medical Supplies	416.72	HS
6/22/2019	Walmart	Kitchen Supplies	467.77	HS
6/24/2019	Teachstone	Toddler Trainer Recertification	275.00	HS
6/25/2019	Amazon	Office Supplies	93.60	HS
6/26/2019	Walmart	Kitchen Supplies	(269.36)	HS
6/27/2019	Walmart	Kitchen Supplies	269.36	HS
6/27/2019	Walmart	Kitchen Supplies	(32.45)	HS
6/28/2019	Southwest Airlines	CHSA Board Meeting	141.96	HS
6/28/2019	Amazon	Classroom Supplies	32.61	HS
7/1/2019	Indeed	Job Posting	263.99	HS
7/2/2019	Barnes and Noble	Classroom Supplies	52.16	HS
7/2/2019	Performance Health	Medical Supplies	495.02	HS
7/3/2019	Amazon	Classroom Supplies	14.89	HS
7/3/2019	The Webstaurant	Kitchen Supplies	118.89	HS
7/3/2019	Omega Industrial	Classroom Supplies	952.55	HS
7/3/2019	Oriental Trading Company	Classroom Supplies	30.74	HS
7/8/2019	Mobile Modular	Storage Rental	277.64	HS
7/8/2019	Amazon	Medical Supplies	89.50	HS
7/9/2019	UC Davis	MIND Summer Institute	540.00	HS
	<i>various various</i>	<i>various</i>	<i>(33,008.68)</i>	<i>WD</i>

Total American Express Bill

\$ (5,804.96)

**SACRAMENTO EMPLOYMENT & TRAINING AGENCY
CORPORATE CARD - CITI CARDS
STATEMENT OF ACCOUNT
7/12/2019**

DATE	VENDOR NAME	DESCRIPTION	AMOUNT	HS/ADMIN/WD
6/12/2019	Walmart	Building Maintenance	\$ 150.15	HS
6/17/2019	Costco	QRIS Summer Series Supplies	229.31	HS
6/21/2019	Capitol Ace Hardware	Classroom Supplies	367.31	HS
6/25/2019	Walgreens	Medical Supplies	40.75	HS
7/8/2019	Sears	Kitchen Supplies	1,261.47	HS

Total Citi Cards Bill

\$ 2,048.99

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

SETA HEAD START MENU

August 2019

"This institution is an equal opportunity provider"

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

Monday

Tuesday

Wednesday

Thursday

Friday

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

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

7 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

8 Breakfast Week 2
Milk, Low Fat 1%
Banana, fresh
Crispix Cereal
Lunch
Milk, Low Fat 1%
BBQ Beef Brisket
Oranges, fresh
Tomato, fresh
Whole Grain Mini Hoagie Roll
Snack
Milk, Low Fat 1%
Crackers, Dick & Jane

9 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

12 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, Ritz Whole Wheat
Pears

13 Breakfast Week 3
Milk, Low Fat 1%
Applesauce
Waffles, sticks
Lunch
Milk, Low Fat 1%
Chicken Drumsticks
Spinach Salad
Oranges, fresh
Wheat Breadsticks
Snack
Apple, fresh
Sun Butter

14 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

15 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

16 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

19 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

20 Breakfast Week 4
Milk, Low Fat 1%
Pineapple, tidbits
Whole Wheat Bagel
Lunch
Milk, Low Fat 1%
Coleslaw Salad
Mangoes
Tortilla, Whole Wheat
Turkey & Cheese Roll Up
Snack
Milk, Low Fat 1%
Cheerios, Whole Grain Cereal

21 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

22 Breakfast Week 4
Milk, Low Fat 1%
Apricots
French Toast Sticks
Lunch
Milk, Low Fat 1%
Apricots
Beans Refried
Cheddar Cheese
Tomato, diced
Tortilla, Whole Wheat
Snack
Craisins - Dried Cranberries
Cheese Sticks

23 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

26 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

27 Breakfast Week 5
Milk, Low Fat 1%
Apple, fresh
Cheerios, Whole Grain Cereal
Lunch
Milk, Low Fat 1%
Whole Wheat Bread
Cantaloupe, fresh
Carrot, fresh
Turkey Sliced
Snack
Milk, Low Fat 1%
Multi Grain Flakes Cereal

28 Breakfast Week 5
Milk, Low Fat 1%
Whole Wheat Biscuit
Peaches
Lunch
Milk, Low Fat 1%
Refried Beans
Strawberries, fresh or
Tangerine, fresh or
Tomato Salsa
Tortilla, Whole Wheat
Snack
Crackers, Dick & Jane
Juice 100%

29 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

30 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

Lunes

Martes

Miércoles

Jueves

Viernes

<p>1 <u>Desayuno Week 1</u> Leche Piña Machacada Bagel de Trigo Integral <u>Comida</u> Leche Mandarina Arroz Español con Pollo Varitas de Calabacita <u>Bocadillo</u> Manzana Mantequilla de Semilla de Girasol</p>	<p>2 <u>Desayuno Week 1</u> Leche Plátano Fresco Mollete con Arándanos Azules <u>Comida</u> Leche Pan de Trigo Integral Melón Coliflor Ensalada de Atún <u>Bocadillo</u> Leche Cereal Integral Rice Krispies</p>			
<p>5 <u>Desayuno Week 2</u> Leche Puré de Manzana Ojuelas de Cereal Multigrano <u>Comida</u> Leche Chabacano Hamburguesa de Res Verduras Mixtas Pan de Trigo Integral <u>Bocadillo</u> Barita de Queso Naranja</p>	<p>6 <u>Desayuno Week 2</u> Leche Baritas de Pan Francés Tostad Pera <u>Comida</u> Leche Manzana Zanahoria Pierna de Pollo Sandía Fresca o barra de pan para <u>Bocadillo</u> Leche Cereal Integral Rice Krispies</p>	<p>7 <u>Desayuno Week 2</u> Leche Avena Piña Machacada Pasas <u>Comida</u> Leche Frijoles Refritos Ensalada de Col Fresa Tanjarina o Tortilla de Trigo Integral <u>Bocadillo</u> Mollete con Arándanos Azules Durazno</p>	<p>8 <u>Desayuno Week 2</u> Leche Plátano Fresco Cereal Crispix <u>Comida</u> Leche Pecho de Res Asado Naranja Jitomate Fresco Mini Panecillo de Grano Entero <u>Bocadillo</u> Leche Galletas</p>	<p>9 <u>Desayuno Week 2</u> Leche Manzana Mollete con Plátano <u>Comida</u> Leche Pan de Trigo Integral Brócoli Melón Rebanada de Pavo <u>Bocadillo</u> Puré de Manzana Galletas</p>
<p>12 <u>Desayuno Week 3</u> Leche Cereal Cheerios Naranja <u>Comida</u> Leche Manzana Chícharos Macarrón y Queso Sandía Fresca o <u>Bocadillo</u> galletas Ritz integrales Pera</p>	<p>13 <u>Breakfast Week 3</u> Leche Puré de Manzana Baritas de Waffle <u>Lunch</u> Leche Pierna de Pollo Ensalada de Espinaca Naranja barra de pan para <u>Snack</u> Manzana Mantequilla de Semilla de Gira</p>	<p>14 <u>Breakfast Week 3</u> Leche Bizcocho de Trigo Integral Durazno <u>Lunch</u> Leche Melón Arroz y Frijoles Jitomate Picado <u>Snack</u> Leche Chex de fresa</p>	<p>15 <u>Breakfast Week 3</u> Leche Plátano Fresco Bagel de Trigo Integral <u>Lunch</u> Leche Zanahoria Ensalada de Pollo Fresa Tanjarina o la ciabatta <u>Snack</u> Galletas Piña Machacada</p>	<p>16 <u>Breakfast Week 3</u> Leche Mollete con Plátano Naranja <u>Lunch</u> Leche Chabacano Queso Suizo Tortilla de Trigo Integral Varitas de Calabacita <u>Snack</u> Leche Cereal Cheerios de Grano Inte</p>
<p>19 <u>Desayuno Week 4</u> Leche Manzana Cereal Integral Rice Krispies <u>Comida</u> Leche Hamburguesa de Res Elote Naranja Pan de Trigo Integral <u>Bocadillo</u> Galletas Durazno</p>	<p>20 <u>Desayuno Week 4</u> Leche Piña Machacada Bagel de Trigo Integral <u>Comida</u> Leche Ensalada de Col Mango Tortilla de Trigo Integral Rollo de Pavo y Queso <u>Bocadillo</u> Leche Cereal Cheerios de Grano Inte</p>	<p>21 <u>Desayuno Week 4</u> Leche Plátano Fresco Avena <u>Comida</u> Leche Enchilada de Queso con Salsa Ensalada de Lechuga Romana Naranja <u>Bocadillo</u> Zanahoria Galletas de Trigo Integral Puré de Garbanzo</p>	<p>22 <u>Desayuno Week 4</u> Leche Chabacano Baritas de Pan Francés Tostad <u>Comida</u> Leche Chabacano Frijoles Refritos Queso Cheddar Jitomate Picado Tortilla de Trigo Integral <u>Bocadillo</u> arandanos secos Barita de Queso</p>	<p>23 <u>Desayuno Week 4</u> Leche Manzana Mollete con Arándanos Azules <u>Comida</u> Leche Melón Zanahoria galletas Ritz integrales Ensalada de Atún <u>Bocadillo</u> Leche Galletas</p>
<p>26 <u>Desayuno Week 5</u> Leche Jotqueis Pera <u>Comida</u> Leche Chabacano Torta de Pollo Ensalada de Col Pan de Trigo Integral <u>Bocadillo</u> Barita de Queso Piña Machacada</p>	<p>27 <u>Desayuno Week 5</u> Leche Manzana Cereal Cheerios de Grano Integ <u>Comida</u> Leche Pan de Trigo Integral Melón Zanahoria Rebanada de Pavo <u>Bocadillo</u> Leche Ojuelas de Cereal Multigrano</p>	<p>28 <u>Desayuno Week 5</u> Leche Bizcocho de Trigo Integral Durazno <u>Comida</u> Leche Frijoles Refritos Fresa Tanjarina o Salsa de Jitomate Tortilla de Trigo Integral <u>Bocadillo</u> Galletas Jugo de 100%</p>	<p>29 <u>Desayuno Week 5</u> Leche Avena Piña Machacada Pasas <u>Comida</u> Leche Chabacano Ensalada de Lechuga Romana Espagueti Horneado <u>Bocadillo</u> Leche Chex de fresa</p>	<p>30 <u>Desayuno Week 5</u> Leche Mollete con Plátano Naranja <u>Comida</u> Leche Plátano Fresco Brócoli Ensalada de Pollo Galletas de Trigo Integral <u>Bocadillo</u> Leche Cereal Integral Rice Krispies</p>

ITEM IV-B – INFORMATION
POLICY COUNCIL MINUTES

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review the Policy Council minutes of the June 25, 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, June 25, 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 9:07 a.m. The Pledge of Allegiance was recited. Ms. Gutierrez read the thought of the day. Ms. Gutierrez called the roll and confirmed that a quorum was established.

Members Present:

Adeola Adedipe, Elk Grove Unified School District
Yamilka Estrella, Twin Rivers Unified School District
Jovita Galvin, Women's Civic Improvement Club
Maria Martinez, Women's Civic Improvement Club
Charles Taylor, Past Parent/Community Representative
Christie Hamm, Sacramento Public Library
Henrietta Gutierrez, Past Parent/Community Representative

Members Absent:

Kao Yee Xiong, Elk Grove Unified School District (excused)
Claudett Sanders, Sacramento City Unified School District (excused)
Evangalina Barrios, SETA-Operated Program (excused)
Devon McCracken, Home Base Option (excused)
Sharon Stone Smith, Sacramento Children's Museum (excused)

II. Consent Item

A. Approval of the Minutes of the May 28, 2019 Meeting

The minutes were reviewed; no questions or corrections.

Moved/Hamm, second/Martinez, to approve the May 28, 2019 minutes.

Show of hands vote:

Aye: 6 (Adedipe, Estrella, Galvin, Hamm, Martinez, Taylor)

Nay: 0

Abstentions: 1 (Gutierrez)

Absent: 5 (Barrios, McCracken, Sanders, Stone Smith, Xiong)

IV. Information Items

A. Presentation: Trauma Informed Care (ACES): Carolyn Rich Curtis, Ph.D.

Dr. Carolyn Rich Curtis provided an overview of a variety of ways to mitigate traumatic experiences. Dr. Rich Curtis ran the attendees through a variety of procedures to lower stress levels.

C. Community Action Board Presentation

Ms. Julie Davis-Jaffe and Ms. Pam Moore provided an overview of the Community Action Board. Ms. Yamilka Estrella is the Policy Council representative on the CAB. The CSBG funds are different in that the distribution of funds is done locally, not nationally.

III. **Action Items**

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

The board went into closed session at 10:09 a.m. Ms. Gutierrez called the meeting back into open session at 10:22 a.m. and reported that the Policy Council approved the following eligible lists: Associate Teacher & Associate Teacher/Infant Toddler; Facilities Supply Clerk; Family Services Worker II; Family Services Worker III; and Administrative Assistant.

B. Election of Policy Council Parliamentarian for Program Year 2018-2019

Ms. Gutierrez stated that only two board members are eligible to run for Parliamentarian: Ms. Galvin and Ms. Martinez. Neither were able to work this into their schedules.

Moved/Taylor, second/Estrella, to table the election of a Policy Council Parliamentarian to the next meeting.

Show of hands vote:

Aye: 6 (Adedipe, Estrella, Galvin, Hamm, Martinez, Taylor)

Nay: 0

Abstentions: 1 (Gutierrez)

Absent: 5 (Barrios, McCracken, Sanders, Stone Smith, Xiong)

Ms. Estrella was excused at 10:26 a.m.

IV. **Information Items** (continued)

B. Standing Information Items

➤ PC/PAC Calendar of Events: Ms. Gutierrez reviewed the calendar of events.

➤ Parent/Staff Recognitions: None.

➤ Fiscal Monthly Report/Corporate Card Monthly Statement of Account: Mr. Victor Han provided the fiscal report for the 10 months into the fiscal year. Staff is working hard to ensure the entire budget is spent before the end of the fiscal

year. Staff has received more requests to spend the Training/Technical Assistance funds. The non-federal share is doing well and Mr. Han expects the 25% minimum to be reached. The credit card statement was reviewed; most of the larger charges are due to conference attendance.

- Toastmasters Training: Ms. Sanders attended the last training. This training will be brought back in the next program year.
- Community Resources – Parents/Staff: Mr. Robert Silva reported that the Firehouse Community Center (Mutual Assistance Network) on Grand Avenue is offering water safety training events, June 13, July 11, and August 8. This will provide information on water safety and participants will receive free life jackets. Sacramento County requires children 13 years of age and under to wear life jackets when in public water.
- Head Start/Early Head Start Recruitment Events – Mr. Robert Silva

Mr. Silva spoke of the Parent Ambassador Committee; the committee's new focus will be advocacy. There are three events are coming up and board members are asked to consider participating in these recruitment events. Parents working at these recruitment events are asked to be on time and fully participate in recruitment.

Ms. Christie Hamm left at 10:45 a.m.

Mr. Silva stated that recruitment is very important. Board members were asked to serve a minimum of two hours.

- 15th Annual International Kids Festival Reports: Mr. Charles Taylor enjoyed the festival; there were a lot of resources available. It was good to interact with people and tell them about Head Start.

- D. Governing Board Minutes – April 4, 2019: No questions.
- E. Fiscal Monitoring Reports: Mr. Han explained that any construction done with Head Start funds must pay the workers at prevailing wages.

V. Committee Reports

- Executive Committee Meeting Critique: No additional report.
- Personnel/Bylaws Committee: Ms. Gutierrez the next meeting is July 12. Recommendations from this committee will be brought to the board for review and approval. If board members have input on the bylaws, please attend the meeting.
- Social/Hospitality Committee: Ms. Henrietta Gutierrez was the only attendee at the last meeting. The next meeting is July 10, 9:00 a.m.
- Sacramento Medi-Cal Dental Advisory Committee: No report.
- Community Action Board: No report.

VI. Other Reports

- A. Executive Director's Report: No report.
- B. Chair's Report: Ms. Gutierrez asked Board members to consider participating in upcoming HR recruitment/screening opportunities.
- C. Head Start Deputy Director's Report: No report.
- D. Head Start Managers' Reports: No 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
- E. Open Discussion and Comments: No comments.
- F. Public Participation: Ms. Gutierrez stated that there were speaker cards and asked speakers to keep their comments to three minutes.

Speakers before the board:

- ✓ Ms. Nikki Mileski read works provided by Ms. Natasha Thomas, Sacramento City Unified School District PC representative for Bret Hart. Ms. Thomas stated that they were notified that 250 slots will be sent to San Juan USD. Ms. Thomas is concerned that 250 slots are going to San Juan.
- ✓ David Alman: Mr. Alman stated that he works with Sac City USD as the preschool social worker. He was employed for over 21 years. Mr. Alman expressed concern about how decisions were made without input from parents.
- ✓ Nikki Mileski, First Vice President, Sacramento City Teacher's Association, School Psychologist, Sacramento City Unified School District: Ms. Mileski feels that the Sacramento City USD Parent Committee 'rubber stamped' the staff recommendation without full disclosure from staff.

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

ITEM V

COMMITTEE REPORT

➤ Executive Committee

Critique of the July 16, 2019 regular Parent Advisory Committee meeting.

GOOD!!!
Thank you, Ms. Denise Lee, for your exceptional leadership which ensured a seamless transition for SCUSD.
Thank you, Ms. D'et Saurbourne, for the fiscal update.
Thank you, Ms. Lisa Carr, for the update on enrollment and upcoming Fall ECE class.
Thank you, Ms. Karen Griffith, for shared information on upcoming mandatory staff trainings.
Welcome, Mr. Nathan Villasenor, Program Specialist, to the SETA HS/EHS program.
Thank you, Ms. Shelby Vice, for a phenomenal presentation on WEAVE community Services.
Thank you, Ms. Marie Desha, for your detailed information on parent participation surveys.
Thank you, Mr. Robert Silva, for community resources and transition to TK information.
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.

➤ Personnel/Bylaws Committee: Ms. Angel Chenault

ITEM V – COMMITTEE REPORTS (continued)
Page 2

➤ Social/Hospitality 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

* June 2019

June 6th- Last Day Calendar B Traditional Classes - Auberry Park will not reopen in the fall.

June 7th- Minimum Day Preschool and EHS Full Day Classes

June 10th- New Regular Cook/Driver Anthony Cruz started.

June 11th- WCIC Classes last day for the summer

June 20th- Home Base delivered Supplies for their End of the Year Festivities

June 21st- Some Classes Closed for Teacher Training at Strizek and Freedom Park

June 24th- Hopkins Park Opens 1 Preschool Class
Galt Classroom 1234C reduced to 10 students and 1234D reduced to 9

June 25th- Hillsdale 1 AM class reduced to 10 children

June 28th- Some Classes Closed for Teacher Training at North Avenue and Norma Johnson

- Meetings & Trainings:**
- New Regular Cook/Driver Anthony Cruz attended SETA's New Employee Orientation on 06/10/19
 - Head Cook Celia Limones attended the Getting Started with Excel Class on 06/20/19 and SETA's AB 1825 Mandatory Supervisor/Management Harassment Prevention Training on 6/25/19

Total Number of Meals and Snacks Prepared for All Kitchens:

Lunch	PM Snack	Breakfast	Field Trips
32,930	22,720	23,210	620

Total Amount of Meals and Snacks Prepared 79,480

Purchases:

Food	\$75,206.17
Non - Food	\$13,481.20

Building Maintenance and Repair: \$118.75

Janitorial & Restroom Supplies: \$0.00

Kitchen Small Wares and Equipment: \$5,861.24

Vehicle Maintenance and Repair : \$325.96

Vehicle Gas / Fuel: \$1,445.23
Normal Delivery Days 20



SETA Head Start Food Service Operations Monthly Report *July 2019

July 4th- Holiday!

July 8th- New Centers Open:
 • Capital City
 • CP Huntington
 • Bret Harte
 • Hiram Johnson

July 16th & 17th- Job Corps closed due to water supply issues

July 19th- Kaleb Call Head Start Manager visited the Central Kitchen

July 29th- Hopkins opens EHS and Second HS Class

Meetings & Trainings: • CACFP Training provided to the Site Supervisors at Plaza Del Paso on July 22nd.

Total Number of Meals and Snacks Prepared for All Kitchens:

Lunch	PM Snack	Breakfast	Field Trips
33,780	24,900	28,695	620

Total Amount of Meals and Snacks Prepared **87,995**

Purchases:

Food	\$84,240.03
Non - Food	\$12,205.05

Building Maintenance and Repair: \$323.30

Janitorial & Restroom Supplies: \$0.00

Kitchen Small Wares and Equipment: \$556.60

Vehicle Maintenance and Repair : \$2,314.77

Vehicle Gas / Fuel: \$1,134.07
 Normal Delivery Days 21

SPECIAL EDUCATION REPORT

Sacramento County Head Start/Early Head Start

July 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	259	14%	439	151	34%
Twin Rivers USD	180	28	16%	16	1	6%
Elk Grove USD	440	61	14%			
Sac City USD	1139	144	13%	152	20	13%
San Juan USD	668	120	18%	160	22	14%
WCIC	100	10	10%			
EHS CCP				120	16	13%
COUNTY TOTAL	4363	622	14%	887	210	24%

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: 07/31/2019						
Site	Loc Id	# Enrolled	# Present	# Absent	# Term W/I 30	Total
16th Avenue	1257R	18	13	5	3	21
16th Avenue	1257X	20	11	9	1	21
Bannon Creek	1200A	10	9	1	4	14
Bannon Creek	1200B	13	13	0	5	18
Bannon Creek	1200C	13	11	2	6	19
Bannon Creek	1200D	12	7	5	5	17
Bret Harte	1271X	21	21	0	0	21
Capitol City	1272X	7	5	2	0	7
CP Huntington	1273X	24	20	4	0	24
Crossroad Gardens	1242A	18	15	3	3	21
Crossroad Gardens	1242B	20	11	9	1	21
Crossroad Gardens	1242R	20	17	3	2	22
Crossroad Gardens	1242X	20	17	3	3	23
Elkhorn	1255A	15	14	1	8	23
Elkhorn	1255B	16	14	2	4	20
Elkhorn	1255C	17	10	7	4	21
Elkhorn	1255D	14	10	4	7	21
Elkhorn	1255X	20	19	1	2	22
Freedom Park	1239A	2	1	1	16	18
Freedom Park	1239B	3	1	2	13	16
Freedom Park	1239C	17	10	7	12	29
Freedom Park	1239D	20	15	5	3	23
Freedom Park	1239R	20	13	7	2	22
Freedom Park	1239X	18	9	9	2	20
Fruitridge	1216A	15	12	3	10	25
Fruitridge	1216B	6	6	0	12	18
Fruitridge	1216C	12	8	4	11	23
Fruitridge	1216D	5	2	3	12	17
Galt	1234A	20	13	7	9	29
Galt	1234B	20	14	6	5	25
Galt	1234C	1	0	1	4	5
Galt	1234D	2	1	1	6	8
Galt	1234E	20	11	9	6	26
Galt	1234F	20	16	4	4	24

SETA Head Start/Early Head Start Enrollment Report						
(Enrollment as of the last service day of the month)						
Last Service Day of Month: 07/31/2019						
Site	Loc Id	# Enrolled	# Present	# Absent	# Term W/I 30	Total
Hillsdale	1228A	17	7	10	8	25
Hillsdale	1228B	15	8	7	13	28
Hillsdale	1228C	6	3	3	8	14
Hillsdale	1228D	9	7	2	16	25
Hillsdale	1228R	19	19	0	3	22
Hillsdale	1228X	20	16	4	1	21
Hopkins Park	1253W	20	18	2	0	20
Job Corp	1237X	19	11	8	2	21
La Verne Sterwart	1219S	18	8	10	2	20
Marina Vista ELC	1246R	12	8	4	6	18
Marina Vista ELC	1246S	13	11	2	10	23
Marina Vista ELC	1246X	15	13	2	4	19
Mather	1223A	19	15	4	5	24
Mather	1223B	18	16	2	4	22
Mather	1223C	15	12	3	6	21
Mather	1223D	17	10	7	6	23
Mather	1223X	20	15	5	2	22
Norma Johnson	1214A	13	10	3	9	22
Norma Johnson	1214B	13	7	6	2	15
Norma Johnson	1214X	14	13	1	7	21
North Avenue	1256A	12	9	3	7	19
North Avenue	1256B	14	10	4	4	18
North Avenue	1256V	16	9	7	5	21
North Avenue	1256X	18	15	3	3	21
Northview	1224A	18	13	5	5	23
Northview	1224B	18	11	7	4	22
Northview	1224C	20	14	6	1	21
Northview	1224D	18	14	4	4	22
Northview	1224X	20	15	5	2	22
Parker	1207S	13	7	6	5	18
Phoenix Park	1248A	20	13	7	3	23
Phoenix Park	1248B	16	16	0	5	21
Phoenix Park	1248X	20	14	6	7	27
Sharon Neese	1249R	18	15	3	5	23

SETA Head Start/Early Head Start Enrollment Report						
(Enrollment as of the last service day of the month)						
Last Service Day of Month: 07/31/2019						
Site	Loc Id	# Enrolled	# Present	# Absent	# Term W/I 30	Total
Sharon Neese	1249V	19	17	2	2	21
Sharon Neese	1249X	18	16	2	3	21
Solid Foundation	1254A	11	5	6	8	19
Solid Foundation	1254B	1	0	1	10	11
Solid Foundation	1254C	11	5	6	5	16
Solid Foundation	1254D	12	9	3	4	16
Strizek Park	1225A	17	13	4	6	23
Strizek Park	1225B	15	14	1	9	24
16th Avenue	1257J	8	6	2	2	10
16th Avenue	1257K	8	7	1	0	8
16th Avenue	1257N	8	7	1	1	9
Alder Grove Infant/Toddler Center	1212M	8	6	2	0	8
Alder Grove Infant/Toddler Center	1212U	6	4	2	2	8
Capitol City	1272M	8	5	3	0	8
Capitol City	1272U	8	6	2	0	8
Crossroad Gardens	1242M	8	6	2	0	8
Crossroad Gardens	1242U	8	7	1	0	8
Elkhorn	1255M	8	4	4	0	8
Elkhorn	1255U	8	8	0	0	8
Hiram Johnson	1275L	4	4	0	0	4
Hiram Johnson	1275M	4	4	0	1	5
Hiram Johnson	1275U	5	4	1	0	5
Hopkins Park	1253N	5	3	2	0	5
Job Corp	1237M	8	7	1	1	9
Job Corp	1237N	7	5	2	1	8
Job Corp	1237U	8	8	0	1	9
Marina Vista ELC	1246P	7	6	1	0	7
Mather	1223M	6	6	0	1	7
Mather	1223U	7	6	1	2	9
Norma Johnson	1214U	8	5	3	1	9
North Avenue	1256P	8	6	2	2	10
Northview	1224P	8	7	1	1	9
Phoenix Park	1248U	8	7	1	0	8
Sharon Neese	1249M	7	7	0	4	11

SETA Head Start/Early Head Start Enrollment Report						
(Enrollment as of the last service day of the month)						
Last Service Day of Month: 07/31/2019						
Site	Loc Id	# Enrolled	# Present	# Absent	# Term W/I 30	Total
Sharon Neese	1249N	8	5	3	1	9
Sharon Neese	1249U	6	5	1	1	7
TOTALS for Head Start		1356	1011	345	428	1784
HS Totals	1156					
Drops w/in 30	406					
P/S Home Base	151					
Total	1713					
EHS Totals	200					
Drops w/in 30	22					
River Oaks	62					
SCOE	75					
EHS Home Base	160					
Total	519					
GRAND TOTAL	2232					

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: July 2019

Part Day Classes		
	Present Only	Present and Excused
Center Name	%ADA *	%ADA **
Bannon Creek	74%	97%
Crossroad Gardens	74%	95%
Elkhorn	66%	98%
Freedom Park	72%	93%
Fruitridge	65%	100%
Galt	73%	100%
Hillsdale	62%	95%
Mather	71%	99%
Norma Johnson	69%	94%
North Avenue	73%	97%
Northview	68%	100%
Phoenix Park	76%	97%
Solid Foundation	53%	98%
Strizek Park	64%	99%
Overall Averages	68%	98%

* 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: July 2019

Full Day Classes		
	Present Only	Present and Excused
Center Name	%ADA *	%ADA **
Crossroad Gardens	84%	98%
Elkhorn	81%	100%
Freedom Park	69%	87%
Hillsdale	78%	98%
Job Corp	70%	94%
La Verne Sterwart	66%	97%
Marina Vista ELC	73%	91%
Mather	85%	100%
Norma Johnson	83%	100%
North Avenue	74%	98%
Northview	78%	100%
Parker	53%	87%
Phoenix Park	75%	96%
Sharon Neese	77%	96%
Overall Averages	76%	96%

* 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: July 2019

Early Head Start Classes		
	Present Only	Present and Excused
Center Name	%ADA *	%ADA **
16th Avenue	85%	99%
Alder Grove Infant/Toddler Center	76%	98%
Crossroad Gardens	81%	100%
Elkhorn	78%	100%
Job Corp	72%	100%
Marina Vista ELC	88%	99%
Mather	85%	100%
Norma Johnson	91%	99%
North Avenue	84%	99%
Northview	85%	100%
Phoenix Park	88%	100%
Sharon Neese	83%	92%
Overall Averages	81%	99%

* ADA reflects cumulative days present for the month

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

MONTHLY PROGRAM INFORMATION REPORT

August, 2019



OPEN HOUSE

Hopkins Park

September 6th, 2019

10:00 am – 11:30 am

There will be a short program promptly starting at 10:15 am followed by ribbon cutting, site tours and refreshments.



Address: 2317 Matson Drive,
Sacramento, CA 95823

IMPACTING FAMILIES EXPERIENCING HOMELESSNESS

(Excerpt from Region IX Head Start Association / June Monthly Newsletter)

On June 5th, the Region IX Head Start Association hosted a Round Table discussion in San Francisco focused on *Services to Families Experiencing Homelessness*.

Executive Director, Edward Condon, shared, “The round table event is an exchange of ideas, experience, wisdom and aspiration for families. We know homeless families have always been with us. Today, services for homelessness are receiving substantially more attention than before. What we find in the shadows are moms, dads, families encountering high-income housing with low-paying jobs. There is urgency to the situation so young lives are not overwhelmed. We are here to recommit ourselves to doing something for those families—to being more impactful in

their lives.”

As part of the Round Table discussion, participants were able to hear about innovative practices from neighboring Head Start programs, including shelter-based services in San Luis Obispo;

Building a Culture of Collaboration (serving families after the Camp Fires); and Los Angeles County Office of Education’s mobile preschool bus to serve families in transition.

The event was kicked off with a testimonial story from Deputy Director, Denise Lee followed by a presentation by Jan Len, Program Manager, Administration for Children and Families. The testimonial story, as shared in written form with participants, is included on the next page.

Nationally, more than 50,000 are reported in Head Start—Region 9 has 10 percent of that.



HEAD START'S IMPACT ON ONE FAMILY WHO EXPERIENCED HOMELESSNESS

How does Head Start have an impact on families experiencing homelessness? Through the eyes of the one mom, here's a story of one family's experience and how by their resolve and supportive programs, they succeeded in transitioning out of homelessness. Their story indicates why continued improvement of Head Start services aligned with other community programs is vital and life-changing—one family at a time.

After a run of trouble, a Sacramento family of four that includes two little boys—found itself homeless.



Lucia Vega—Outreach Worker, at the Mustard Seed School, Loaves and Fishes, in Sacramento (center) is a former Head Start client whose family experienced homelessness. She poses with (left) Casey Knittel—Director of Mustard Seed School, Loaves and Fishes, Sacramento; and Denise Lee, Director of Head Start—Sacramento Employment and Training Agency.

took numerous bus and light rail rides searching for help.

“We ended up at Loaves & Fishes (a regional homeless shelter),” said the mom, Lucia Vega, “and we were sent to Maryhouse, a center for woman and kids in need of a safe place during the day.”

That wise choice led to a cascade of other good things happening. From Maryhouse, they learned about a shelter called Family Promise, which is on the grounds of Loaves & Fishes.

“We were accepted into the shelter—and that was the moment we knew our life was going to change for the better,” Lucia said.

While there, the parents got their driver's license, saved money and paid off debt. They enrolled their four-year-old son at the Mustard Seed School, a school for families who are currently experiencing homelessness.

But having an 18-month-old son to care for still made it difficult for both parents to go to work, so they looked

at for daycare options. And that's when they found Sacramento Employment and Training Agency's Head Start program.

“The Head Start staff was so welcoming and friendly,” Lucia added, “and that made us very comfortable with the program. Getting my son into Early Head Start was another one of those wise decisions we made.” With the toddler in preschool, the mom was able to go back to school and get her GED and then attend a nine-week program called Women's Empowerment. After finishing the classes, she found a job. “To be able to work and know I don't have to worry about child care is truly a blessing,” she said.

And then came along another moment of serendipity, created by opportunity and being in the right place. “While my son was attending Head Start, the program had a 30th anniversary celebration, and we were asked to speak about how the SETA Head Start helped us while we were homeless. After giving our talk a gentleman walked up and offered my husband a position in IT.”

Once again, their life changed again for the better. “If it wasn't for Head Start giving the family a slot for the toddler to attend, we wouldn't be where we are today,” Lucia said. That little boy who was 18 months old is now in fourth grade.

And here's the rest of the story. Father has been working at SETA for six years, and mom is the Outreach Coordinator at the Mustard Seed School.

“To give back and let other families know that there is a way out of homelessness is the best job ever,” Lucia said.

As a postscript to this story, the family recently purchased their first home.

SUMMER SAFETY TIPS

SETA HEAD START IN THE COMMUNITY Recruitment Events

August 2nd:

ESL Fall Orientation and
Family Fair
(Sacramento Food Bank)

20th Annual Breastfeeding
Celebration
(Community Resource Project/
Hurley Way)

August 6th:

Galt National Night Out
(Galt Police Department)

August 10th:

Impact Sac Community
Celebration
(Elkhorn Blvd.)

August 23rd:

Summer Night Lights
(Valley Hi Community Center)

September 21st:

Rio Linda County Fair
(Center Parkway)

September 22nd:

Festival Latino
(Community Resource
Project/Hurley Way)

Preventing Heatstroke: What to Do If You See a Child Alone in a Car

(Article produced/printed by: National Highway
Traffic Safety Administration (NHTSA))



you see a child alone in a car don't worry about getting involved in someone else's business—protecting children is everyone's business; besides, "Good Samaritan" laws offer legal protection for those who offer assistance in an emergency.

Here's What You Can Do

Don't wait more than a few minutes for the driver to return.

- If the child is not responsive or is in distress, immediately:
 - Call 911.
 - Get the child out of the car.
 - Spray the child with cool water (not in an ice bath).
- If the child is responsive:
 - Stay with the child until help arrives.
 - Have someone else search for the driver or ask the facility to

Look Before You Lock

(Source: Wheresbaby.org)



Although it might be hard to understand how this can happen, most parents who leave their children behind simply forgot. In most of these tragedies, parents became distracted. They were distracted because they were thinking about work issues, or simply fell into a daily routine that, on a usual day, did not involve responsibility for a young child.

If you make it a habit to leave your phone (or, some other item) in the back seat area every time that you buckle your child into their seat, you will be giving yourself some added insurance against the unthinkable.

HEALTH AND NUTRITION UPDATE

In June HNS Unit closed out 74 routings and referrals.

Food Service accommodated 21 special diet changes.

Year-to-date completed routings and referrals: 862.

Year-to-date total medications used at centers: 321.

Year-to-date special diets: 424.

In addition, there are 199 active medication plans and 212 active special diet plans of which 143 are medically required diets at the centers.

SETA PARTNERS WITH UC DAVIS TO PROMOTE HEALTH AND ORAL HEALTH



SETA has been partnering with the UC Davis Betty Irene Moore School of Nursing for the past two years. The partnership provides nurse (RN) volunteers for 6 weeks in the summer to support the Health/Nutrition program for children and families.

Last year the nurses focused on oral health and communicable disease prevention. This year they are focusing on nutrition (the importance of a healthy diet and how a poor diet affects teeth), increasing blood lead screenings, providing oral health education to parents and navigating those parents whose children have failed dental exams so that the child accesses care, and tobacco and drug prevention.

In doing so, nurses are hosting informational campaigns at the sites by providing information on blood lead and oral health. This includes providing lead testing kits for parents, information, and demonstrations on how to check for lead. The lead awareness campaign is targeting centers with the lowest lead numbers (Del Paso Heights is number #1).

The nurses set up information tables to promote awareness

and created a blood lead video that is now on the SETA Head Start web page:

<https://headstart.seta.net/health-and-safety/health/>.

Children are also getting the message through a play they created on each topic. The oral health play is aligned with the Sacramento County Public Health, *Every Smile Counts* dental campaign message of "be a super hero and empower children with a healthy, bright smile!" The nurses created superhero characters; Toothy, Brushy and Flossy, that combat tobacco smoke, sugar bugs, and germs! After the play, children receive goodie bags with information on these topics to take home to parents. The bag includes a tooth brushing kit for children. Goodies are provided by Access Dental, Liberty Dental and Sacramento County Public Health/ *Every Smiles Counts Program*.

Other projects include conducting health screenings to Blood pressure, growth assessments, hearing and vision screenings.

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: