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Executive Director

KAREN GRIFFITH
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:

“Success is not final, failure is not fatal: it is the courage to continue that counts.”

Author: Winston Churchill

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

DATE: Tuesday, July 25, 2023

TIME: 9:00 a.m.

LOCATION: SETA Board Room
925 Del Paso Blvd., Suite 100
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) 263-3753. This document and other Board meeting information may be accessed through the Internet by accessing the SETA home page: www.seta.net.

AGENDA

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- ✓ PC Recruitment
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- ✓ Lisa Carr - Family Engagement, Home Base, and ERSEA Services
 - ✓ Megan Lamb – School Readiness, Special Education, and Mental Health Services
 - ✓ Gricelda Ocegueda – Health, Oral Health, Nutrition, Food Services, Quality Assurance and On-going Monitoring
- E. Open Discussion and Comments
- F. Public Participation

VII. Adjournment

DISTRIBUTION DATE: WEDNESDAY, JULY 19, 2023

Head Start Policy Council meeting hosted by:
Ms. Fienishia Wash (Chair), Mr. Royal Jones (Secretary),
and Ms. Jessica Mitchell (Treasurer)

ITEM I - CALL TO ORDER/ROLL CALL

A member of the Policy Council will call the roll for the following members:

- _____ Donna Bonner, Foster Parent Representative/Community Representative
- _____ Royal Jones, Sacramento City Unified School District
- _____ Stephen Key, Past Parent/Community Representative
- _____ Jessica Mitchell, Elk Grove Unified School District
- _____ Rosemary Schapira, Community Agency Representative
- _____ Fienishia Wash, Chair, Grandparent Representative/
Community Representative

Members to be Seated:

Seats Vacant:

- _____ Vacant, San Juan Unified School District
- _____ Vacant (Pecot), San Juan Unified School District
- _____ Vacant (Long), San Juan Unified School District
- _____ Vacant, Sacramento City Unified School District
- _____ Vacant, Sacramento City Unified School District
- _____ Vacant, Twin Rivers Unified School District
- _____ Vacant (Shead), Twin Rivers Unified School District
- _____ Vacant (Land), WCIC/Playmate Child Development Center
- _____ Vacant, WCIC/Playmate Child Development Center
- _____ Vacant (Wash) Home Base Option
- _____ Vacant (Mohammed), Home Base Option
- _____ Vacant (Pierce), SETA-Operated Program
- _____ Vacant (Torres), SETA-Operated Program
- _____ Vacant (Taneja), SETA-Operated Program
- _____ Vacant, (Escalona), SETA-Operated Program
- _____ Vacant (Jetton), Early Head Start/Home Base (SOP)
- _____ Vacant (Olguin), Early Head Start, Sacramento City Unified School
District
- _____ Vacant (Self), Early Head Start (SETA)
- _____ Vacant, Community Agency Representative
- _____ Vacant (Stone Smith) Community Agency Representative
- _____ Vacant (Wash) Outgoing Chair

**** Please call your alternate, Policy Council Chair (Fienishia Wash: [510] 228-5499), or Head Start staff (Gaylon Ndiaye: [916] 263-5662 or Anzhelika Simonenkova: [916] 263-3753) if you will not be in attendance.**

**POLICY COUNCIL
BOARD MEETING ATTENDANCE
PROGRAM YEAR 2022-2023**

The **2022-2023** Board was seated on
November 22 & December 20, 2022,
January 24 & February 28, 2023

BOARD MEMBER	SITE	11/22	12/20*	1/24	2/28	3/28	4/25	5/23	6/27	7/25	8/29	9/26	10/24	11/21
D. Bonner Seated 11/22	PP-FP	X	X	X	X	X	X	X	X					
Vacant Seated	WCIC													
Vacant Seated	WCIC													
Vacant Seated	SOP													
S. Key Seated 11/22	PP	X	X	X	E/ PCB	X	X	X	X					
Vacant Seated	SOP													
R. Jones Seated 2/28	SAC				X	X	X	X	X					
Vacant Seated	SJ/EHS													
J. Mitchell Seated 11/22	ELK	X	X	E	X	X	X	E	U					
Vacant Seated	HB													
Vacant Seated	SJ													
R. Schapira Seated 1/24	CAR	E	E	X	X	E	U	X	X					
Vacant Seated	TR													
Vacant Seated	OC													
Vacant Seated	SOP													
F. Wash Seated 11/22	PP-GP	X	X	X	X	X	X	X	X					

GLOSSARY OF ACRONYMS

ACRONYM	REPRESENTATIVE CENTER
CAR	Community Agency Representative
CR	Community Representative
EHS	Early Head Start
ELK	Elk Grove Unified School District
HB	Home based Option
SAC	Sacramento City Unified School District
SJ	San Juan Unified School District
SOP	SETA-Operated Program
TR	Twin Rivers School District
WCIC	Women's Civic Improvement Club/Playmate Child Care Center

X: Present

E: Excused

R: Resigned

U: Unexcused Absence

S/B/S: Should be Seated

H: Holiday

HS: Holding Seat

AP: Alternate Present

E/PCB: Excused, Policy Council Business

E/PCB: Excused, Policy Committee Business

OGC: Outgoing Chair

RS: Reseat

***:** Special Meeting

Current a/o 7/14/2023

ITEM II-A - CONSENT

APPROVAL OF MINUTES OF THE JUNE 27, 2023
REGULAR POLICY COUNCIL MEETING

BACKGROUND:

Attached for the Policy Council's review are the minutes of the June 27, 2023 regular meeting.

RECOMMENDATION:

That the Policy Council approve the April 25, 2023 minutes.

NOTES:

ACTION: Moved: _____ Second: _____

VOTE: Aye: _____ Nay: _____ Abstentions: _____

REGULAR MEETING OF THE HEAD START POLICY COUNCIL

(Minutes reflect the actual progress of the meeting.)

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

Tuesday, June 27, 2023
9:00 a.m.

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

Ms. Wash called the meeting to order at 9:01 a.m., read the thought of the day, and called the roll; a quorum was met.

Members Present:

Donna Bonner, Foster Parent/Community Representative
Fienishia Wash, Grandparent/Community Representative
Royal Jones, Sacramento City Unified School District
Stephen Key, Past Parent/Community Representative
Rosemary Schapira, Community Agency Representative

Members Absent:

Kahmaria Holleman, SETA-Operated Program
Jessica Mitchell, Elk Grove Unified School District

II. Consent Item

A. Approval of the Minutes of the May 23, 2023 Regular Meeting

The minutes were reviewed; no questions or corrections.

Moved/Bonner, second/Jones, to approve the May 23, 2023 minutes as distributed.

Roll call vote:

Aye: 4 (Bonner, Jones, Schapira, Key)

Nay: 0

Abstention: 1 (Wash)

Absent: 2 (Mitchell, Holleman)

III. Action Items

A. Election of Head Start Policy Council Vice Chair and Parliamentarian for Program Year 2022-2023

There were no nominations for Vice Chair or Parliamentarian.

Moved/Bonner, second/Key, to table the election of the Policy Council Vice Chair and Parliamentarian for Program Year 2022-2023 to the next meeting.

Roll call vote:

Aye: 4 (Bonner, Jones, Schapira, Key)

Nay: 0

Abstention: 1 (Wash)

Absent: 2 (Mitchell, Holleman)

IV. Information Items

A. Standing Information Items

- **Fiscal Monthly Report/Corporate Card Monthly Statement of Account:**
Mr. Han reviewed the fiscal report for ten months in the 2022-2023 program year. He advised that the Carryover request has been approved; however, Budget Modification is still awaiting approval.
He reviewed the SETA Operated Programs (SOP) Head Start/Early Head Start expenditure reports for Fiscal Year 2022-2023.
The American Rescue Plan Act (ARP) and the Corona Virus Response and Relief Supplemental Appropriation Act (CRRSA) funds were reviewed. Mr. Han confirmed that SETA got a notification for approval of a No-Cost Extension for another 12 months. The American Express credit card statement was reviewed, and nothing was out of the ordinary. The credit amounts listed on the report are due to utilizing points from the credit card to pay for the items. The CitiBank card statement was reviewed, and nothing was unusual. Ms. Bonner asked for updates on the Northview renovation. Ms. Griffith stated that teachers' workspace, playground, and parking lot renovation projects are being worked on, and the funds were put aside to complete these projects. Mr. Han introduced the new Fiscal Chief, Mario Maslac.
- **Health Service Advisory Committee (HSAC) Report**
The next meeting will be held in person on July 25 at 2:00 p.m., at the SETA Administrative building.
- **Community Resources – Parents/Staff:**
Ms. Wash reviewed the community resources provided in the packet.

B. SETA's Recruitment Update

Ms. Sorvari reviewed the recruitment data from May 12, 2023, through June 15, 2023. She noted a new format of the report. Ms. Wash requested to start reporting the outcomes of the interviews.

C. Governing Board Minutes for April 27, 2023: No Questions

V. Committee Reports

- Executive Committee:
The next meeting will be held in person on June 30, 2023, at 10:00 a.m., at the SETA Administrative building.
- Budget/Planning Committee Meeting:
The next meeting date is to be determined.
- Social/Hospitality Committee Meeting:
The next meeting will be held in person on July 13, 2023, at 9:00 a.m., at the SETA Administrative building, followed by Parent Bonding Activity at SeaQuest.

VI. Other Reports

A. Executive Director's

Ms. Hernandez advised on the All Staff meeting, scheduled for Friday, August 4, 2023, 9:00 a.m.-4 p.m. at Citrus Heights Community Center. The Chair and Vice Chair are invited. She encouraged parent participation and testimonies on their experience with SETA. More details on this event will come soon.

Ms. Schapira offered children's books and toys donation to incentivize the panelists.

B. Head Start Deputy Director's Report:

Ms. Griffith thanked the Board members for their presence today. Ms. Griffith advised on completing the Federal Review, Focus Area 2. The official results are expected within 30 days. Once the results are received, the presentation on Focus Area 2 and Classroom Assessment Scoring System (CLASS) reviews will be provided to this Board. The reviewers were very impressed and complimentary. Ms. Griffith advised that SETA is preparing to expand Early Head Start (EHS) and CCTR State funding for toddlers. Some centers' classrooms are being converted from Preschool to EHS in the next program year. This conversion process includes re-licensing, furniture purchases, and staff training. Additionally, she advised that SETA is working with Uptown Studios, the new SETA's PR company, on a marketing campaign and planning of Job Fair. In the last three weeks, SETA held Summer Series, which were a series of workshops for teachers with topics like "Brain Architects", "Healing Arts", "STEM", and more. SETA sent one hundred teachers to SacE3 Conference and signed up a hundred teachers for the National Association for the Education of the Young Children (NAEYC) Learning Labs. These trainings resulted in over 4,000 hours of professional development in the last three weeks.

Ms. Wash thanked SETA's Management team for continuing to provide education to teaching staff.

C. Chair's Report: No Report

D. Head Start Managers' Reports

- ✓ Lisa Carr - Family Engagement, Home Base, and ERSEA Services:
Ms. Carr reviewed the recruitment report provided in the packet. She advised that the Office of Head Start will look at full enrollment initiative efforts from September to December. If the results from this monitoring fall under the required threshold, SETA can be placed on the Plan of Corrective Action by the Regional Office of Head Start. She felt confident that this will not happen to Sacramento County. SETA staff have been proactive in boosting enrollment numbers by participating in community events and fairs and increasing community awareness of provided services. Ms. Carr extended her invitation to the members of the Board for the upcoming Parent Café meetings that will be held through Zoom, covering standardized questions around protective factors and allowing space for building community relationships. More details will follow. The Apprenticeship program is wrapping up, and 19 participants out of 24 will become eligible for Associate Teacher's permit by December 2023. The majority of participants are Head Start past or present parents. Ms. Schapira asked about transportation accommodations available. Ms. Carr stated that no transportation is currently provided due to cost associated with it.

- ✓ Megan Lamb – School Readiness, Special Education, and Mental Health Services: No Report

- ✓ Gricelda Ocegueda – Health, Oral Health, Nutrition, Food Services, Quality Assurance, and On-going Monitoring:
Ms. Ocegueda shared that the Health Community event was held last month. It included the following services provided to all families of all ages: lead poisoning prevention, health screenings, food obesity prevention, immunization vaccinations, COVID-19 vaccines, COVID-19 boosters, nutrition and oral health information, fluoride varnishes and dental screenings, blood pressure monitoring, housing assistance information, and Head Start enrollment information. The following "Back to School" event is scheduled for the end of July in partnership with Mutual Network Assistance. Ms. Ocegueda encouraged Committee members to volunteer and promote this upcoming health event. Ms. Ocegueda reported that Health Service Advisory Committee (HSAC) is developing an implementation plan for the county-wide COVID-19 Mitigation Policy approved by this Board in March 2023. In the new program year, SETA is getting ready to launch a campaign to associate being up-to-date on health screening also equates to good attendance levels. The campaign will include flyer information for parents and continuous education throughout the year for both staff and parents. The goal is to create a unified message to inform families

about ongoing monitoring and policy practices on mitigating communicative diseases.

- E. Open Discussion and Comments:
Ms. Bonner thanked SETA's team for the reports provided in the packet that keeps them well-informed about the program.
- F. Public Participation: None
- VII. **Adjournment**: The meeting was adjourned at 9:46 a.m.

ITEM III-A-ACTION

ELECTION OF HEAD START POLICY COUNCIL VICE-CHAIR AND PARLIAMENTARIAN FOR PROGRAM YEAR 2022-2023

BACKGROUND:

This agenda item provides an opportunity for the Policy Council (PC) to elect officers for Program Year 2022-2023. The duties of PC officers shall be as prescribed in the Bylaws and shall also include such other duties as may be established by the PC that are not in conflict with these Bylaws, Article V – Officers, Section 2B and 2C:

Section 2, B of the Bylaws states: No member shall hold more than one (1) office at a time, and no member shall be eligible to serve more than two (2) terms in the same office. No more than one (1) representative per each of the SOP, Delegate Agencies, or Community Representatives shall serve as an officer.

Section 2, C of the Bylaws States: A SOP Parent Advisory Committee (PAC) member who has not been re-elected/replaced (called a holding member) shall not be eligible for election to represent PAC on PC or hold an officer position.

SECTION 3: Duties of Officers

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

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

- B. The Vice Chair shall serve as Chair of the PC in the absence of the Chair, and shall have all the delegated powers. The Vice Chair will assume the position of Chair if the 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.

- 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.

ITEM III-A-ACTION (continued)
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RECOMMENDATION:

That the Policy Council elect a Vice Chair and Parliamentarian.

Vice Chair:

Parliamentarian:

ACTION: Moved: _____ Second: _____

VOTE: Aye: _____ Nay: _____ Abstentions: _____

ITEM IV-A – INFORMATION

STANDING INFORMATION

BACKGROUND:

- A. Standing Information Items
- Fiscal Monthly Report/Corporate Card Monthly Statement of Account: Mr. Victor Han
 - Health Service Advisory Committee (HSAC) Report – Ms. Fienishia Wash
 - Community Resources – Parents/Staff: Ms. Fienishia Wash
 - Mark Sanders Community Center
 - Outdoor Early Learning

NOTES:

Head Start JOB FAIR

Interviews &
hiring
on-the-spot!



Connecting People to Their Potential



925 Del Paso Blvd, Ste 100
Sacramento, CA 95815



Saturday, July 29, 2023
9 am - 2 pm

We are Hiring:

- **Teacher***
Starting at \$23.53-\$30.80
- **Lead Teacher: Infant/Toddler***
Starting at \$23.53-\$30.80
- **Associate Teacher***
Starting at \$18.90-\$27.63
- **Associate Teacher: Infant/Toddler***
Starting at \$20.15-\$27.63
- **Child Care Teacher Assistant**
Starting at \$18.45-\$23.55
- **Substitute Teacher Assistant*, and
On-Call Cook/Driver**

Please ensure that you bring your transcripts and permits.

*Must have qualifying ECE credits for the corresponding position.

SETA is an Equal Opportunity Employer. Questions about working at SETA? Reach out to us on Facebook Messenger! www.facebook.com/headstart.seta/

If you can't join us, or to see full job announcements for positions, you can apply at www.seta.net/careers/ or scan the QR code below.



ASSEMBLYMAN HOOVER
& LIBERTY TOWERS
INVITE YOU TO A FREE

SUMMER *Block Party*

SATURDAY, JULY 22 // 10AM-1PM
LIBERTY TOWERS

5132 Elkhorn Blvd, Sacramento, CA 95842

Bring the Whole Family to Enjoy Free:
INFLATABLES + GAMES + KID'S ARTS & CRAFTS
COMMUNITY RESOURCES + WELLNESS INFO
MUSIC + RAFFLES + GIVEAWAYS + MORE!

SPECIAL SERVICES AVAILABLE ON SITE:

*Dental, Hearing, Vision, and Blood Pressure
Screenings. Health Screenings*,
Immunizations*, Care Coordination,
Health Educational Support Services*

**Subject to provider availability*

THANK YOU TO OUR SPONSORS



Tuesday, July 25, 2023

ITEM IV-B - INFORMATION

SETA'S RECRUITMENT UPDATE

BACKGROUND:

SETA continues to actively recruit, screen, interview and on-board new staff to support the Children and Family Services Department. A summary report of activities will be sent under separate cover.

NOTES:

ITEM IV-C – INFORMATION
SETA GOVERNING BOARD MINUTES

BACKGROUND:

Attached for your information is a copy of the most recent minutes of the SETA Governing Board.

Staff will be available to answer questions.

NOTES:

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

Minutes/Synopsis

(The minutes reflect the actual progression of the meeting.)

Meeting Held Electronically

Thursday, March 2, 2023
10:00 a.m.

I. Call to Order/Roll Call/Pledge of Allegiance

Ms. Vang called the meeting to order at 10:00 a.m. The roll was called and a quorum was established.

Members Present:

Sophia Scherman, Member, Public Representative
Eric Guerra; Vice Mayor, City of Sacramento
Mai Vang, Vice Chair, Mayor Pro Tem, City of Sacramento
Rich Desmond, Member, Board of Supervisors (*joined at 10:03 a.m.*)

Members Absent:

Patrick Kennedy, Chair, Board of Supervisors

II. CLOSED SESSION: CONFERENCE WITH LABOR NEGOTIATOR

Pursuant to Government Code Section 54957.6

Agency Negotiator: Dee Contreras

Employee Organization: AFSCME Local 146

Closed Session was entered at 10:02 a.m. Returned from Closed Session at 10:08 a.m. There was nothing to report out.

III. Consent Items

A. Approval of Minutes of the February 2, 2023 Regular Board Meeting

B. Approval of Claims and Warrants

Moved/Desmond, second/Guerra, to approve the following consent items:

- A. Approval of Minutes of the February 2, 2023 Regular Board Meeting
- B. Approval of Claims and Warrants for the period 1/26/2023 through 2/23/2023

Roll call vote:

Aye: 4 (Scherman, Guerra, Vang, Desmond)

Nay: 0

Abstention: 0

Absent: 1 (Kennedy)

IV. Action Items

A. GENERAL ADMINISTRATION/SETA:

1. Approval of Reappointments to the Sacramento Works Workforce Development Board

Mr. Kim reviewed the item. There are four Sacramento Works Board members whose term end on March 31, 2023. The recommendation is to reappoint the four members for another three-year term.

Ms. Scherman thanked the Board members for renewing their term.

Moved/Sherman, second/Desmond, to approve the reappointment of four members to the Sacramento Works Workforce Development Board for a three-year term beginning April 1, 2023.

Roll call vote:

Aye: 4 (Scherman, Guerra, Vang, Desmond)

Nay: 0

Abstention: 0

Absent: 1 (Kennedy)

2. Review and Approval of the Agency's Independent Auditor's Report and Financial Statements for Fiscal Year Ended June 30, 2022

Ms. Saurbourne reviewed the new requirement for the government agencies to include long-term lease liabilities within the financial statements. SETA's lease liabilities are limited to the real estate leases and were included in the report. There are no findings this year.

Moved/Guerra, second/Desmond, to approve the Annual Auditor's Report and Financial Statements of the Agency for the fiscal year ended June 30, 2022.

Roll call vote:

Aye: 4 (Scherman, Guerra, Vang, Desmond)

Nay: 0

Abstention: 0

Absent: 1 (Kennedy)

3. Approval of Amendment to Labor Agreements to Add Juneteenth as a Holiday and Extend to All Staff

Ms. Saurbourne reviewed the item. There is no financial effect on grants. SETA will start to observe the Juneteenth holiday this year, June 2023.

Moved/Guerra, second/Desmond, to approve the amendment to the current labor agreements effective June 19, 2023, and extend the Juneteenth holiday observation to all staff.

Roll call vote:

Aye: 4 (Scherman, Guerra, Vang, Desmond)

Nay: 0

Abstention: 0

Absent: 1 (Kennedy)

4. Ratification of the Submission of an Application to the California Workforce Development Board for High Road Training Partnerships Funds and Authorize the Executive Director to Execute the Agreement, Subgrant Agreements, Modifications, and any Other Documents Required by the Funding Sources

Mr. Kim reviewed the item; this is a ratification item, as there was insufficient time to include this item in February 2023 SETA Governing Board Meeting Agenda prior to the grant submission deadline. The City of Sacramento, in partnership with SETA, has been working to access different grant funding sources. A recent application was submitted for \$5 million in funds from the State for a High Road Training Partnerships grant, specifically to support the Aggie Square talent pipeline. If funded, the focus will be to enroll and train three hundred individuals in the Public Sector, Information and Communications Technology, Biotechnology, and Healthcare occupations. Mr. Kim recognized the City of Sacramento team's leadership in developing this application. Ms. Vang and Mr. Guerra thanked SETA staff and the team at the City of Sacramento for their efforts.

Ms. Fritzsche from the City of Sacramento thanked SETA for leadership and collaboration on this grant opportunity.

Ms. Scherman expressed her gratitude for the partnership that led to the submission of this application.

Moved/Guerra, second/Desmond, to approve the ratification of the submission of the application to the California Workforce Development Board for High Road Training Partnerships funds, and authorize the Executive Director to execute the agreement, subgrant agreements, modifications, and any other documents required to implement a successful program.

Roll call vote:

Aye: 4 (Scherman, Guerra, Vang, Desmond)

Nay: 0

Abstention: 0

Absent: 1 (Kennedy)

5. Approval to Accept Regional Equity and Recovery Partnerships Funds from the California Workforce Development Board via the Golden Sierra Job Training Agency, and Authorize the Executive Director to Execute the Agreement, Subgrant Agreements, Modifications and any Other Documents Required to Implement a Successful Program

Mr. Kim reviewed the item. In April 2022 the Golden Sierra Job Training Agency submitted a regional application on behalf of the Capitol Region, which includes Sacramento, for Regional Equity and Recovery Partnerships funds from the State. The Golden Sierra Job Training Agency was recently awarded the grant. Under the grant, they are going to subcontract with SETA for \$670,313 to serve ninety participants in the Sacramento area. SETA's focus is to connect our CBO Job Centers that serve the Aggie Square and surrounding areas to the Los Rios Community Colleges' programs. The focus will be on digital skills, IT-related, Business/Administrative, and professional skills, and the four community colleges will work with SETA to deliver cohort training in locations that are accessible to community residents. Each of the four Los Rios campuses have received a Strong Workforce allocation through the Chancellor's office, and those funds will be used to align with these regional equity funds that are coming from the State Workforce Board.

Moved/Desmond, second/Scherman, to approve the acceptance of \$670,313 in Regional Equity and Recovery Partnerships funds from the California Workforce Development Board via the Golden Sierra Job Training Agency, and authorize the Executive Director to execute the agreement, subgrant agreements, modifications, and any other documents required to implement a successful program.

Roll call vote:

Aye: 4 (Scherman, Guerra, Vang, Desmond)

Nay: 0

Abstention: 0

Absent: 1 (Kennedy)

B. WORKFORCE DEVELOPMENT DEPARTMENT

Community Services Block Grant: No Items

WIOA: No Items

Refugee Services: No Items

C. CHILDREN AND FAMILY SERVICES:

1. Approval of Modifications to the Reimbursement Policies and Procedures of the SETA – Operated Head Start/Early Head Start Policy Council and Parent Advisory Committee

Ms. Griffith reviewed the item. The reimbursement protocols for COVID-19 are being removed for virtual meetings and the reimbursement amount for childcare will be increased from \$9.50 to \$15.00 per hour.

Moved/Desmond, second/Scherman, to approve the Modifications to the Reimbursement Policies and Procedures of the SETA-Operated Head Start/Early Head Start Policy Council and Parent Advisory Committee as proposed.

Roll call vote:

Aye: 4 (Scherman, Guerra, Vang, Desmond)

Nay: 0

Abstention: 0

Absent: 1 (Kennedy)

Mr. Thatch reviewed the Findings for Off-Agenda Item IV-C-2-Action: Approval of Head Start ARPA and CRRSA Budget Modifications and Request for No-Cost Extension:

“The Board finds that there is need to take immediate action and that the need for such action came to the attention of the Agency after the posting of the Agenda. Such a determination is supported by the following facts: the Agenda for the March 2, 2023 Governing Board meeting was posted on Thursday, February 23, 2023; on Monday, February 27, 2023, after posting of the Agenda for the March 2, 2023 Governing Board meeting, staff was advised by staff at the Administration for Children and Families (ACF) that American Rescue Plan Act funding, set to expire on March 31, 2023, could be extended at no cost for one additional year, to March 31, 2024, provided that the request for any budget modification and extension was approved by the Governing Board and submitted prior to the March 31, 2023 expiration date. The Board’s next regular meeting will be on April 6, 2023, so the Governing Board needs to consider and take action on this matter at the March 2, regular meeting. Without such action, the right to request an extension will expire before the Board’s next scheduled regular meeting.”

Moved/Desmond, second/Guerra, to approve the Findings for Off-Agenda Item IV-C-2-Action: Approval of Head Start ARPA and CRRSA Budget Modifications and Request for No-Cost Extension as substantiate to accept this item to the agenda.

2. Approval of Head Start ARPA and CRRSA Budget Modifications and Request for No-Cost Extension

Ms. Griffith reviewed the item to extend the ARPA and CRRSA funds for one year. The plan is to spend the funds between Head Start/Early Head Start and Delegate Agencies. There have been delays due to supply chain issues and

vendor shortages. The one-year extension allows for the funds to be spent in meaningful ways.

Moved/Desmond, second/Vang, to approve the Budget Modifications in the amount of \$1,142,638 and approve the request for a no-cost extension for ARPA and CRRSA funds in the amount not to exceed \$4,769,715.

Roll call vote:

Aye: 4 (Scherman, Guerra, Vang, Desmond)

Nay: 0

Abstention: 0

Absent: 1 (Kennedy)

V. Information Items

A. Employer Success Stories and Activity Report:

Mr. Walker reviewed Solarjuice Technology Inc., a partner of SETA for five-six years, had a press release regarding other incentives they are receiving from the State.

B. Dislocated Worker Update:

Mr. Walker confirmed that Intel will be laying off 346 individuals. Markstein Beverage Co. is also planning to lay off 427 employees, mostly drivers and warehouse workers. The company will remain in business. The Tripod Security Agency is looking to hire 426 individuals as they received a federal contract to secure a federal building.

C. Head Start Reports: No questions or comments from the Board

V. Reports to the Board

A. Chair: No Report

B. Executive Director:

Ms. Hernandez advised on the Psychological Safety training that took place for the Management team and Diversity, Equity, and Inclusion team, as well as, including the training as part of the Winter Series. SETA is in the process of rolling out Psychological Safety training to the rest of the SETA team. Ms. Hernandez shared last week there was an initial brainstorming session with representatives from the adult education system, community colleges, Sacramento State economic development and City representatives to brainstorm on the workforce eco-system. One hundred five (105) partners were identified. She advised that SETA is also establishing a partnership with Cell-Ed (mobile learning platform) that will pilot an educational platform in Workforce Development and Head Start, and it will provide access to education for Head Start parents.

- C. Deputy Directors:
Mr. Kim thanked the members of the Board who attended the opening of the Florin Job Center.
- D. Counsel:
Mr. Thatch advised the Board members that this will be the last virtual meeting. April's meeting of the SETA Governing Board will be held in-person. Mr. Thatch reviewed the restrictions, rules, and limitations in regards to virtual meeting possibilities.
- E. Members of the Board:
The members of the Board thanked the SETA staff for their great work.
- D. Public: None
- VI. **Adjournment:** The meeting adjourned at 10:43 a.m.

ITEM V
COMMITTEE REPORTS

V. Committee Reports

- Executive Committee Meeting:

- Budget/Planning Committee Meeting:

- Social/Hospitality Committee Meeting:

NOTES:

ITEM VI

OTHER REPORTS

BACKGROUND:

- A. EXECUTIVE DIRECTOR'S REPORT: This item is set aside to allow the SETA Executive Director (Ms. Jennifer Hernandez) an opportunity to report to the Policy Council on any items of important information or training opportunities available through the Workforce Development Department.

- B. SETA HEAD START INTERIM DEPUTY DIRECTOR'S MONTHLY REPORT: This item is set aside to allow the Head Start Deputy Director (Ms. Karen Griffith) to report to the Council on any items of important information or to deal with special requests which need to be addressed.
- ✓ Monthly Head Start Report

- C. CHAIR'S REPORT: The Chair of the Head Start Policy Council, on a regular basis, receives numerous items of information concerning legislation, current programs and agency activities.

The important information from the material received and meetings attended will be shared with the entire Council, and the method proposed by the Chair is to give a verbal report at each regular meeting. It will also allow time for the Council to provide input on items that may require future action.



Program Performance Summary Report

To: Authorizing Official/Board Chairperson

Mr. Patrick Kennedy
Sacramento Employment & Training Agency
925 Del Paso Blvd
Ste 100
Sacramento, CA 95815 - 3568

From: Responsible HHS Official

Date: 07/03/2023

Mr. Khari M. Garvin
Director, Office of Head Start

From June 12, 2023 to June 16, 2023, the Administration for Children and Families (ACF) conducted a Focus Area Two (FA2) monitoring review of Sacramento Employment & Training Agency Head Start and Early Head Start programs. This report contains information about the grant recipient's performance and compliance with the requirements of the Head Start Program Performance Standards (HSPPS) or Public Law 110-134, *Improving Head Start for School Readiness Act of 2007*.

The Office of Head Start (OHS) would like to thank your governing body, policy council, parents, and staff for their engagement in the review process. Based on the information gathered during this review, it has been determined that your program meets the requirements of all applicable HSPPS, laws, regulations, and policy requirements.

Please contact your Regional Office for guidance should you have any questions or concerns. Your Regional Office will follow up on the content of this report and can work with you to identify resources to support your program's continuous improvement.

DISTRIBUTION OF THE REPORT

Copies of this report will be distributed to the following:

Ms. Cynthia Yao, Regional Program Manager
Ms. Jennifer Hernandez, Chief Executive Officer/Executive Director
Ms. Karen Griffith, Head Start Director
Ms. Karen Griffith, Early Head Start Director

Grant(s) included as part of this review

Grant Recipient Name	Grant Number(s)
Sacramento Employment & Training Agency	09CH011763

Glossary of Terms

Finding Type	Definition
Area of Concern (AOC)	An area in which the agency needs to improve performance. These issues should be discussed with the grant recipient's Regional Office for possible technical assistance.
Area of Noncompliance (ANC)	An area in which the agency is out of compliance with Federal requirements (including but not limited to the Head Start Act or one or more of the regulations) in one or more areas of performance. This status requires a written timeline for correction and possible technical assistance or guidance from the grant recipient's program specialist. If not corrected within the specified timeline, this status becomes a deficiency.
Deficiency	<p>As defined in the Head Start Act, the term "deficiency" means:</p> <p>(A) a systemic or substantial material failure of an agency in an area of performance that the Secretary determines involves:</p> <ul style="list-style-type: none"> (i) a threat to the health, safety, or civil rights of children or staff; (ii) a denial to parents of the exercise of their full roles and responsibilities related to program operations; (iii) a failure to comply with standards related to early childhood development and health services, family and community partnerships, or program design and management; (iv) the misuse of funds received under this subchapter; (v) loss of legal status (as determined by the Secretary) or financial viability, loss of permits, debarment from receiving Federal grants or contracts, or the improper use of Federal funds; or (vi) failure to meet any other Federal or State requirement that the agency has shown an unwillingness or inability to correct, after notice from the Secretary, within the period specified; <p>(B) systemic or material failure of the governing body of an agency to fully exercise its legal and fiduciary responsibilities; or</p> <p>(C) an unresolved area of noncompliance.</p>

Program Overview

Sacramento Employment & Training Agency was established in 1978 and began offering Head Start and Early Head Start services in 1981 and 1995, respectively. Using a direct and delegate-operated service model, the recipient collaborates with four school districts, one county office of education, and two community-based organizations. The recipient is funded to serve 4,176 Head Start and 880 Early Head Start children and expectant families.



Program Management and Quality Improvement

Program Management

The grant recipient establishes a management structure consisting of staff, consultants, or contractors who ensure high-quality service delivery; have sufficient knowledge, training, experience, and competencies to fulfill the roles and responsibilities of their positions; and provide regular supervision and support to staff.

Ongoing Monitoring and Continuous Improvement

The grant recipient uses data to identify program strengths, needs, and areas needing improvement; to evaluate progress toward achieving program goals and compliance with program performance standards; and to assess the effectiveness of professional development.

Program Governance

The grant recipient maintains a formal structure of program governance to oversee the quality of services for children and families and to make decisions related to program design and implementation.

The grant recipient's policy council is engaged in the direction of the program, including program design and planning of goals and objectives.

Program Management and Quality Improvement Summary

Sacramento Employment & Training Agency emphasized professional growth and development to support service delivery. The grant recipient utilized program data to determine professional development offerings and invited staff to suggest content for future sessions. Based on this information, the recipient provided training to address topics, including staff wellness, safety procedures, and relationship building. The recipient also offered education and training to parents that helped them secure better-paying job opportunities. These efforts supported staff and families in improving their well-being.



Monitoring and Implementing Quality Education and Child Development Services

Alignment with School Readiness

The grant recipient's school readiness efforts align with the expectations of receiving schools, the Head Start Early Learning Outcomes Framework (HSELOF), and state early learning standards.

Effective and Intentional Teaching Practices

The grant recipient's teaching practices intentionally promote progress toward school readiness and provide quality learning experiences for children.

Supporting Teachers in Promoting School Readiness

The grant recipient ensures teachers are prepared to implement the curriculum and support children's progress toward school readiness.

Home-Based Program Services

The grant recipient ensures home-based program services provide quality learning experiences through home visits and group socialization activities.

Education Services Summary

Sacramento Employment & Training Agency promoted school readiness and coordinated transitions to kindergarten. Annually, the grant recipient held meetings of all stakeholders to evaluate kindergarten readiness and child outcomes data and develop goals aligned with the expectations of each receiving school. To support children's transition to kindergarten, the recipient scheduled field trips to kindergarten classrooms and distributed transition kits to parents of children leaving Head Start. Parents of children transitioning out of Early Head Start were also encouraged to visit Head Start classrooms and received a transition package detailing the process. The grant recipient created collaborative educational settings that supported transitions and school readiness for enrolled children.



Monitoring and Implementing Quality Health Services

Child Health Status and Care

The grant recipient effectively monitors and maintains timely information on children's health statuses and care including ongoing sources of health care, preventive care, and follow-up.

Mental Health

The grant recipient supports a program-wide culture that promotes mental health and social and emotional well-being, and uses mental health consultation to support staff and families.

Oral Health and Nutrition

The grant recipient maintains and monitors for effective oral health practices and nutrition services that meet the nutritional needs and accommodate children's feeding requirements and allergies.

Safety Practices

The grant recipient implements a process for monitoring and maintaining healthy and safe environments.

Services to Expectant Families

The grant recipient provides and monitors for quality services that facilitate expectant mother's access to health care and provide information to support prenatal, postpartum, and maternal health as well as infant health and emotional well-being.

Health Services Summary

Sacramento Employment & Training Agency developed strategies to ensure families had access to health and wellness resources. All health-related data was monitored using a unified data management system across the direct and delegate-operated programs. Additionally, an on-staff registered nurse completed health screenings onsite. Further, the combined efforts of a mental health consultant and behavior specialist ensured staff and families had access to group therapy, referrals to mental health partners, and strategies for addressing children's behavioral challenges. As a result, children and families were supported in having their health needs met.



Monitoring and Implementing Quality Family and Community Engagement Services

Family Well-Being

The grant recipient collaborates with families to support family well-being, parents' aspirations, and parents' life goals.

Strengthening Parenting and Parent-Child Supports

The grant recipient provides services that strengthen parent-child relationships and support parents in strengthening parenting skills.

Family Engagement in Education and Child Development Services

The grant recipient provides education and child development services that recognize parents' roles as children's lifelong educators and encourage parents to engage in their children's education.

Family and Community Engagement Services Summary

Sacramento Employment & Training Agency implemented a goal-setting process that promoted family well-being. First, staff supported families in completing an assessment to identify their strengths and needs. Then, this information was used to help families set attainable goals, and staff referred families to community partners based on their particular interests. Through its goal-setting process, the recipient helped families achieve financial, employment, and education-related goals.



Monitoring and Implementing Fiscal Infrastructure

Budget Planning and Development

The grant recipient develops and implements its budget to sustain management, staffing structures, and the delivery of services that support the needs of enrolled children and families.

Ongoing Fiscal Capacity

The grant recipient plans and implements a fiscal management system that supports the organization's ongoing capacity to execute its budget over time and meet the needs of its organization.

Budget Execution

The grant recipient's financial management system provides for effective control over and accountability for all funds, property, and other assets.

Facilities and Equipment

The grant recipient complies with application, prior approval, and reporting requirements for facilities purchased, constructed, or renovated with Head Start funds.

Fiscal Infrastructure Summary

Sacramento Employment & Training Agency established a fiscal infrastructure to manage multiple funding streams and developed a culture of shared decision-making. The grant recipient engaged all stakeholders in the budget development process to ensure funds were aligned with program priorities, emerging needs, and goals. For example, collaborative financial decision-making during the pandemic supported giving both staff and parents tablets, technology access, and increased supplies to minimize interruption in services. Additionally, funds were directed to support trauma-informed care workshops to boost parent resilience. This approach to fiscal management ensured the delivery of quality services aligned with the needs of children and families.



Monitoring ERSEA: Eligibility, Recruitment, Selection, Enrollment, and Attendance

Determining, Verifying, and Documenting Eligibility

The grant recipient enrolls children or expectant mothers who are categorically eligible or who meet defined income-eligibility requirements.

Enrollment Verification

The grant recipient maintains and tracks enrollment.

ERSEA Summary

Sacramento Employment & Training Agency revised its ERSEA practices. To improve efficiency, the grant recipient completed a study of the application process and identified the barriers families experienced in completing the eligibility application. Using the study results, the recipient streamlined the application process and established a goal to increase enrollment. The recipient's focus on improving ERSEA practices contributed to an increase in the enrollment of children and families.

----- End of Report -----



Seta Head Start

Food Service Operations Monthly Report

*June, 2023

- 6/1/23 - Strizek Park had a Field Trip to Strizek Park we prepared 20 sack lunches.
 - Fruitridge had a Field Trip to Fruitridge Park we prepared 40 sack lunches.
- 6/7/23 - Nedra Court had a Field Trip to the Sacramento Zoo we prepared 40 sack lunches.
 - Franklin had a Field Trip to Fairytale Town we prepared 20 sack lunches.
 - Alder Grove ELC had a Field Trip on Site we prepared 14 sack lunches.
 - Bret Hart had a Field Trip to Fairytale Town we prepared 28 sack lunches.
- 6/8/23 - Nedra Court had a Field Trip to Shasta Community Water Park we prepared 40 sack lunches.
 - Illa Collins had a Graduation on Site we prepared 20 sack lunches.
 - Parker had a field Trip to Sea Quest we prepared 16 sack lunches.
 - Florin had a Field Trip to Fairtale Town we prepared 20 sack lunches.
 - Grizzly Hollow had a Field Trip to Galt Community Park/ Science Alliance Show we prepared 40 sack lunches.
- 6/9/23 - Freeport had a Field Trip to the Sacramento Zoo we prepared 20 sack lunches.
- 6/14/23 - Homebase had a Field Trip to Sea Quest we prepared 80 sack lunches.
- 6/30/23 - Mather had a Field Trip to Stone Creek Community Park we prepared 40 sack lunches.

	Lunch	PM Snack	Breakfast	Field Trips
	31,701	26,770	27,314	14
Total Amount of Meals and Snacks Prepared				86,223

Purchases:

Food	\$110,778.31
Non - Food	\$16,584.30

Building Maintenance and Repair:

Janitorial & Restroom Supplies:

Kitchen Small Wares and Equipment:

Vehicle Maintenance and Repair: \$1,049.13

Vehicle Gas / Fuel: \$1,911.76
 Normal Delivery Days 22

SPECIAL EDUCATION REPORT

Sacramento County Head Start/Early Head Start

June 2023

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	1696	232	14%	660	159	24%
Twin Rivers USD	160	48	30%	56	4	7 %
Elk Grove USD	480	113	24%			
Sac City USD	676	118	17%			
San Juan USD	1044	88	8%	164	11	7%
WCIC	120	9	8%			
COUNTY TOTAL	4176	608	15%	880	174	20%

AFE: Annual Funded Enrollment

**Sacramento County Head Start/Early Head Start
Monthly Enrollment Report
June 2023**

Head Start

Agency	Funded Enrollment	(a) Last Day of Month Enrollment (06/30/23)	(b) % of capped/closed	(c) % Actual to Funded
Elk Grove USD	480 (148) ^d	126	0	85%
Sacramento City USD	676	651	0	96%
San Juan USD	1,044	773	236 (96%)	74%
SETA	1,696 (1,616) ^d	1,497	82 (96%)	93%
Twin Rivers USD	160	157	0	98%
WCIC/Playmate	120	80	40 (100%)	67%
Total	4,176 (3,764)^d	3,284	358 (96%)	87%

Early Head Start

Agency	Funded Enrollment	(a) Last Day of Month Enrollment (06/30/23)	(b) % of capped/closed	(c) % Actual to Funded
San Juan USD	164	162	0	99%
SETA	660 (651) ^d	609	4 (94%)	94%
Twin Rivers USD	56	26	20 (72%)	46%
Total	880 (871)^d	797	24 (94%)	92%

- (a) Includes children who have dropped during the moth and whose slot will be filled within 30-day allowable period.
- (b) Demonstrates enrollment percentages if classes were not capped/closed due to staffing shortage and or other programmatic challenges.
- (c) If enrollment is less than 100%, agency includes corrective plan of action.
- (d) Funded enrollment totals decrease due to closure of Traditional sites during summer months.

Reasons for Program Under Enrollment

Elk Grove USD

- EGUSD continues to face a staffing shortage within the Head Start Program. There are 14 vacant positions that support classroom ratio, in 12 classes across 11 sites. In addition, there are 4 positions within Administrative and Office Assistant vacant.
- In May, Full Day classrooms closed for End of Program Year.

Sacramento City USD

- Hiram Johnson has 11 openings due to summer break. During the summer, there's always difficulty filling the summer programs, as families travel during this time.
- Goal is to have this site to at least 80% to 85% capacity by the end of July.

San Juan USD

- Two Enrollment Staff (AFSTs) have changed positions within the department-creating 2 vacancies.
- Classroom(s) continue to be capped at across 10 classrooms due to limited staffing: Coleman; Davie; Garfield; Howe; Mariposa; Ralph Richardson; Skycrest; Sunrise- totaling 236 enrollment slots.
- Sites within the following zip codes have Median Household Income between \$62K-\$74K: 95864, 95608, 95610.

SETA

- The following sites have classroom(s) capped due to limited staff: Alder ELC; Bright Beginnings; Florin Grammar; Hiram; Marina Vista; Northview - totaling 86 enrollment slots.
- Vacancies in the following positions that support classroom ratio or enrollment: 4 Family Services Worker; 2 Home Visitor; 35 Education positions (HS Associate Teacher/Teacher, Lead Teacher/Infant Toddler, Site Supervisor); 1 Home Visitors combined for partners SCOE.
- Traditional sites closed for summer months: Dudley, Grizzley EHS, Spinelli, Walnut Grove.

Twin Rivers USD

- Classroom(s) capped at the following locations due to limited staffing in teacher and paraeducator positions: Morey; Oakdale; Rio Linda; Village- totaling 20 enrollment slots.

WCIC/Playmate

- The following classroom(s) remain closed due to limited staff: 1601W and 1601Y- totaling 40 enrollment slots.

Strategies/Action Step(s) for Under Enrollment

Elk Grove USD

- Families on the waiting list are being contacted via email, follow up process for next steps is provided.
- As we get through this enrollment process, we will be able to make modifications and changes to be more efficient for the upcoming 23-24 school year.

Sacramento City USD

- Steps toward full enrollment for the summer is collaborating with SCUSD Communications Department to do a preschool campaign/blast to promote preschool.
- During the summer months and the other Wrap Programs are closed, we will discuss with the Communications Department the dynamics on how we can best advertise for preschool and ensure that

our website is updated with detailed information regarding our programs and have updated flyers and posters made.

- Follow-up with families who are on that site's wait list to inform them of classroom openings.

San Juan USD

- Program Manager and ECE Administrator are continuing to meet regularly with HR to ensure that positions are posted.
- 10-month SCWs have been shifted to 12-month SCWs by working with HR to support recruitment efforts during summer.
- Two AFST positions that support enrollment have been offered after interviewing five candidates (Start Dates TBD).
- School district provided an Intermediate Clerk Typist from other department to support Enrollment Data Entry (Start Date TBD).
- A new digital form has been created for SCWs regarding recruitment internal reporting for more efficient data gathering, reporting and analysis.
- SCWs went to “Family Fun Friday” on June 23 & 30: A San Juan FACE event, providing recruitment material for families.

SETA

- Human Resources listed job openings within employment search websites and partnered with the following agencies to fill vacancies: CA Head Start Assoc., CalJOBS, ZipRecruiter, Indeed and ADP WFN Recruitment Portal. Employment offers were accepted during June for the following positions: 1 Family Services Worker, 1 Teacher, 4 Associate Teachers and 2 Lead Teacher Infant Toddler.
- Recruitment and networking opportunities to increase awareness of Head Start services and community visibility: Community Clean-Up Carnival, Juneteenth Festival, South Natomas Library Play and Learn, Del Paso Library Recruitment, Afghan Support Center. Through these recruitment events, 14 Interest Forms were completed by families inquiring of Head Start services.

Twin Rivers USD

- Continuing to review waiting list and schedule appointments for re-enrollment for 23-24 school year.
- All vacant positions are posted on Edjoin and Team Taylor.
- Continuing to use marquee signage to increase awareness of Early Head Start openings.

WCIC/Playmate

- Enrollment team will reach out to St. Hope Public Schools and Father Keith B. Kenny Elementary School, Ethel I Baker and other agencies within the 95817-zip code.
- SETA will continue to provide list of families that completed on-line inquiries within the 95817-zip code to support recruitment.

ITEM VI – OTHER REPORTS (continued)
Page 2

- D. HEAD START MANAGERS' REPORTS: This item provides an opportunity for the Head Start Managers to provide reports. The Managers are:
- Lisa Carr – Family Engagement, Home Base, and ERSEA Services
 - Megan Lamb – School Readiness, Special Education, and Mental Health Services
 - Gricelda Ocegueda – Health, Oral Health, Nutrition, Food Services, Quality Assurance and On-going Monitoring

- E. OPEN DISCUSSION AND COMMENTS: This item provides an opportunity for Head Start Policy Council members to bring up topics for discussion. Members are asked to address their requests to the Chair if they wish to speak. No action is to be taken on any item that is discussed during this meeting; the board may direct staff to place agenda items on upcoming agendas for action.

- F. PUBLIC PARTICIPATION: Participation of the general public at Head Start Policy Council meetings is encouraged. Members of the audience are asked to address their requests to the Chair if they wish to speak.
