

GOVERNING BOARD

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ADMINISTRATION

DENISE LEE
Interim Executive 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:

"We learn the ropes of life by untying its knots."

~ Jean Toomer

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

DATE: Tuesday, May 17, 2022

TIME: 9:00 a.m.

LOCATION:

<https://us02web.zoom.us/j/86439093369?pwd=ckJ5bHppV0t2N0gycjdmM1RBYnZldz09>

In response to the AB361 (Brown Act Section 54953) relating to the COVID-19 Pandemic, the Head Start Parent Advisory Committee (PAC) is conducting this meeting on Zoom at <https://us02web.zoom.us/j/86439093369?pwd=ckJ5bHppV0t2N0gycjdmM1RBYnZldz09>. Meeting ID: 864 3909 3369. Passcode: 583512. Members of the public may join the meeting by clicking the link above or typing the meeting address above into their web browser, or listen to the meeting by telephone: One tap mobile: + 16699006833,,86439093369# US (San Jose). Dial by your location +1 669 900 6833 US (San Jose). Find your local number: <https://us02web.zoom.us/j/86439093369?pwd=ckJ5bHppV0t2N0gycjdmM1RBYnZldz09>. Members of the public are encouraged to participate in the meeting by submitting written comments by email to: Monica.Newton@seta.net. Any member of the public who wishes to speak directly to the board regarding any item on the agenda may contact Monica Newton at (916) 263-3753, or Monica.Newton@seta.net. Please include in your request which item you would like to participate on. Additionally, during the meeting any questions or comments may be submitted via the Q&A or chat features on Zoom. Public comments will be accepted until the adjournment of the meeting, distributed to the Parent Advisory Committee and included in the record.

In the event of disruption which prevents broadcasting of the meeting to members of the public using the call-in or internet-based service options, or in the event of a disruption which prevents members of the public from offering public comments, the Committee shall take no further action on items appearing on the meeting agenda until public access to the meeting is restored.

Closed captioning will be available. This document and other Committee meeting information may be accessed through the Internet by accessing the SETA home page: www.seta.net.

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- Chair's Report
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- Policy Council Report(s):
- Head Start Deputy Director's Report – Ms. Denise Lee
 - ✓ Monthly Head Start Report
- Head Start Managers' Reports
 - Lisa Carr - Family Engagement, Home Base, and ERSEA Services
 - Karen Griffith - School Readiness, Special Education, Mental Health Services, and Facilities/Safe Environments
 - Gricelda Ocegueda – Health, Oral Health, Nutrition, Food Services, Quality Assurance and On-going Monitoring

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DISTRIBUTION DATE: Wednesday, May 11, 2022

Parent Advisory Committee meeting hosted by:
Donna Bonner (Chair), Fienishia Wash (Vice Chair), Lesly Lainez Carballo (Secretary)
Le Andra Jones Villalta (Treasurer)

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, American Legion Head Start
____ **Kahmaria Holleman, Bannon Creek Head Start**
____ Vacant, Bret Harte Head Start
____ Vacant, Capital City Head Start
____ Vacant, CP Huntington Head Start
____ Vacant, Crossroad Gardens Head Start
____ **Lesly Lainez Carballo, Early Head Start (Home Base)**
____ Vacant, Early Head Start (Home Base)
____ Vacant, Elkhorn Head Start
____ Vacant, Franklin Head Start
____ Vacant, Freedom Park Head Start
____ Vacant, Freeport Head Start
____ Vacant, Fruitridge Head Start
____ Vacant, Galt Head Start
____ Vacant, Grizzly Hollow
____ Vacant, Hillsdale Head Start
____ Vacant, Hiram Johnson Head Start
____ Vacant, Pre-school Home Based Head Start
____ Vacant, Pre-School (Home Base)
____ Vacant, Home Base Early Head Start
____ Vacant, Hopkins Park Head Start
____ Vacant, Illa Collin Head Start
____ Vacant, Job Corps Head Start
____ Vacant, Kennedy Estates Head Start
____ Vacant, LaVerne Stewart Head Start
____ Vacant, (Marie Cleveland's) Bright Beginning Head Start
____ Vacant, Marina Vista Early Learning Center
____ Vacant, Mather Head Start
____ Vacant, Nedra Court Head Start
____ Vacant, Norma Johnson Head Start
____ Vacant, North Avenue Head Start
____ Vacant, Northview Head Start
____ Vacant, Parker Head Start
____ **Empress Elliot-Harris, Phoenix Park Head Start**
____ Vacant, Pre-School (Home Base)
____ Vacant, River Oak Center for Children
____ Vacant, Sacramento County Office of Education
____ **Pa Houa Moua, Sharon Neese Early Learning Center**
____ Vacant, Solid Foundation Head Start
____ Vacant, Strizek Park Head Start
____ **Lissette Casillas, Walnut Grove Head Start**
____ **Le Andra Jones Villalta, 16th Avenue Head Start**
____ **Shannon Pierce, Past Parent Representative**
____ **Donna Bonner, Past Parent Representative**
____ Vacant, Grandparent Representative
____ Vacant, Foster Parent Representative
____ **Fienishia Wash, Outgoing Chair**

ITEM I-A – ROLL CALL

(Continued)

Program Year 2021-2022 - New Representatives to be seated

<input type="checkbox"/> Martha Aguilar, Capital City Head Start	<input type="checkbox"/> Donna Lambert, Elkhorn Head Start
<input type="checkbox"/> Maritza Alcantara, Home Base Head Start	<input type="checkbox"/> Tahkmina Berdibaeva, Home Base Head Start Pre-School
<input type="checkbox"/> Armonie Martin, Freedom Park Head Start	<input type="checkbox"/> Mary Calhoun-Balwin, Solid Foundation Head Start
<input type="checkbox"/> Vacant, Alder Grove I Head Start	<input type="checkbox"/> Vacant, Marina Vista Head Start
<input type="checkbox"/> Vacant, Alder Grove II Head Start	<input type="checkbox"/> Vacant, Mather Head Start
<input type="checkbox"/> Vacant, American Legion Head Start	<input type="checkbox"/> Vacant, Nedra Court Head Start
<input type="checkbox"/> Vacant, Bret Harte Head Start	<input type="checkbox"/> Vacant, Norma Johnson Head Start
<input type="checkbox"/> Vacant, CP Huntington Head Start	<input type="checkbox"/> Vacant, North Avenue Head Start
<input type="checkbox"/> Vacant, Crossroad Gardens Head Start	<input type="checkbox"/> Vacant, Northview Head Start
<input type="checkbox"/> Vacant, Franklin Head Start	<input type="checkbox"/> Vacant, Parker Head Start
<input type="checkbox"/> Vacant, Freeport Head Start	<input type="checkbox"/> Vacant, Phoenix Park Head Start
<input type="checkbox"/> Vacant, Galt Head Start	<input type="checkbox"/> Vacant, Pre-School (Home Base)
<input type="checkbox"/> Vacant, Grizzly Hollow Head Start	<input type="checkbox"/> Vacant, River Oak Center for Children
<input type="checkbox"/> Vacant, Hillsdale Head Start	<input type="checkbox"/> Vacant, SCOE
<input type="checkbox"/> Vacant, Hiram Johnson Head Start	<input type="checkbox"/> Vacant, Strizek Park Head Start
<input type="checkbox"/> Vacant, Hopkins Park Head Start	<input type="checkbox"/> Vacant, Early Head Start (Home Base)
<input type="checkbox"/> Vacant, Illa Collin Head Start	<input type="checkbox"/> Vacant, Grandparent Representative
<input type="checkbox"/> Vacant, Job Corps Head Start	<input type="checkbox"/> Vacant, Parent Ambassador
<input type="checkbox"/> Vacant, Kennedy Estates Head Start	<input type="checkbox"/> Vacant, Parent Ambassador
<input type="checkbox"/> Vacant, LaVerne Stewart Head Start	<input type="checkbox"/> Vacant, Past Parent Representative
<input type="checkbox"/> Vacant, (Marie Cleveland's) Bright Beginning Head Start	

ITEM I – B

PAC MEETING ATTENDANCE UPDATE

**The PAC was seated on November 16 & December 16, 2021,
March 15, 2022
PARENT ADVISORY COMMITTEE MEETING ATTENDANCE PROGRAM
YEAR 2021-2022**

COMMITTEE MEMBER	CENTER	11/16	12/16		1/18	3/15	4/26 *	5/17	6/21	7/19	8/16	9/20	10/18	11/15	
Vacant Seated	AG I														
Vacant Seated	AG II														
Vacant Seated	AL														
Vacant Seated	BC														
Kahmaria Holleman Seated 11/16	BC	x	AP		x	X	X								
Vacant Seated	BH														
Adileno Martinez S/B Seated 3/15	CP					U	U								
Vacant Seated	CPH														
Vacant Seated	CR														
Vacant Seated	EHS/HB														
Lesly Lainez Carballo Seated 12/16	EHS/HB		X		x	E	X								
Jaunell Morrill Seated 3/15,	EL					X	R/4/25								
Vacant Seated	FA														
Vacant Seated	FP														
Vacant Seated	FPT														
Vacant Seated	FT														
Vacant Seated	G														
Katti Majowski S/B Seated 3/15, R 4/25	GH					U	R/4/25								
Vacant Seated	H														
Maritza Alcantara S/B Seated 4/25	HB						U								
Tahkmina Berdibaeva S/B Seated 4/25	HBP						U								
Vacant Seated	HI														
Vacant Seated	HP														
Vacant Seated	IC														
Vacant Seated	HP														
Vacant Seated	JC														
Vacant Seated	K														

COMMITTEE MEMBER	CENTER	11/16	12/16		1/18	3/15	4/26 *	5/17	6/21	7/19	8/16	9/20	10/18	11/15	
Vacant Seated	LVS														
Maria Ambriz S/B Seated 3/15	MCBB					U	U								
Vacant Seated	MV														
Vacant Seated	M														
Vacant Seated	NA														
Vacant Seated	NC														
Vacant Seated	NJ														
Vacant Seated	NV														
Vacant Seated	NV														
Vacant Seated	PA														
Empress Elliot-Harris Seated 3/15	PP					X	U								
Vacant Seated	RO														
Vacant Seated	SCOE														
Vacant Seated	SF														
PaHoua Moua Seated 4/25	SN						X								
Vacant Seated-	SP														
Lisette Casillas Seated 3/15	WG					X	X								
Le Andra Jones Villalta Seated 3/15	16A					X	X								
Vacant Seated	FPR														
Vacant Seated	AMB														
Vacant Seated	AMB														
Donna Bonner Seated 12/16	PPR	x	X		x	X	X								
Shannon Pierce Seated 12/16	PPR	x	X		AP	X	U								
Vacant Seated	CR/GP														
Fienishia Wash Seated 12/16	OGC	X	X		x	X	X								

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 (916) 263-4082; and**
- 3. Third, please call the PAC Chair, Ms. Donna Bonner, at (916) 849-7239, or the Clerk of the Boards, Ms. Monica Newton, at (916) 263-3753.**

**** Ethics training with Policy Council**

Special meeting

NM: No meeting

PARENT ADVISORY COMMITTEE - MEETING
ATTENDANCE UPDATE PROGRAM YEAR 2020-2021
(Continued)

Head Start Center Abbreviations

AG I	Alder Grove Early Learning Ctr.	HP:	Hopkins Park
AG II:	Alder Grove Infant/Toddler	IC:	Illa Collin
AL:	American Legion	JC:	Job Corps
BC:	Bannon Creek	K:	Kennedy Estates
BB:	Bright Beginnings	LVS:	LaVerne Stewart
BH:	Bret Harte	MV M:	Marina Vista Early Learning Center
CP:	Capital City		Mather
CPH:	CP Huntington	MCBB	Marie Cleveland's Bright Beginnings
CR:	Crossroad Gardens	NJ:	Norma Johnson
EHS:	Early Head Start	NA:	North Avenue
EL:	Elkhorn	NC:	Nedra Court
FA:	Franklin	NA	North Avenue
FP:	Freedom Park	NV:	Northview
FPT:	Freeport	PA:	Parker Avenue
FT:	Fruitridge	PP:	Phoenix Park
G:	Galt	RO:	River Oak
GH:	Grizzly Hollow	SCOE:	Sacramento County Office of Education
H:	Hillsdale	SF:	Solid Foundation
HB:	Home Based	SN:	Sharon Neese
HBP:	Home Based	SP:	Strizek Park
	Pre-School	WG:	Walnut Grove
HI:	Hiram Johnson		

Representative Abbreviations

OGC:	Out Going Chair
PPR:	Past Parent Representative
GPR:	Grandparent Representative
AMB:	Parent Ambassador

Attendance Record Abbreviations

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

current a/o 4/29/2022 2:49 PM

ITEM II-A – CONSENT

APPROVAL OF MINUTES OF THE APRIL 26, 2022 SPECIAL MEETING

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review and approve the minutes of the April 26, 2022

RECOMMENDATION:

Approve the minutes of the April 26, 2022 meeting.

NOTES:

ACTION: Moved: _____ Second: _____

VOTE: Aye _____ Nay: _____ Abstain: _____

SPECIAL MEETING OF THE HEAD START PARENT ADVISORY COMMITTEE

(Minutes reflect the actual progress of the meeting.)

LOCATION: meeting held electronically

Tuesday, April 26, 2022
9:00 a.m.

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

Ms. Donna Bonner called the meeting to order at 9:00 a.m., read the thought of the day and called the roll; a quorum was achieved.

Members Present:

Fienishia Wash, Outgoing Chair
Kahmaria Holleman, Bannon Creek
Donna Bonner, Past Parent Representative
Lissette Casillas, Walnut Grove
Le Andra Jones Villalta, 16th Avenue
Lesly Lainez Carballo, Home Base - Early Head Start

New Members Seated Present:

Pa Houa Moua, Sharon Neese

New Members to Be Seated Absent:

Adilene Martinez, Capital City (*unexcused*)
Maria Ambriz, Marie Cleveland's Bright Beginning (*unexcused*)
Maritza Alcantara, Homes Base Head Start (*unexcused*)
Tahkmina Beridaeva, Pre-School Home Base (*unexcused*)
Katti Majewski, Grizzly Hollow (*Resigned*)

Members Absent:

Shannon Pierce, Past Parent Representative (*unexcused*)
Empress Elliot-Harris, Phoenix Park (*unexcused*)
Jaunell Merritt, Elkhorn (*Resigned*)

II. Consent Item

A. Approval of the Minutes of the March 15, 2021 Regular Meeting

Minutes were reviewed; there were no questions or comments.

Moved/Casillas, second/Wash, to approve the March 15, 2021 minutes.

Roll call vote:

Aye: 6 (Holleman, Lainez Carballo, Casillas, Jones Villalta, Wash, Moua)

Nay: 0

Abstentions: 1 (Bonner)

Absent: 2 (Pierce, Elliot-Harris)

III. Action Item

- A. Approval of Findings and Authorization to Extend Use of Teleconferencing Procedures for Committee Meetings During Declared State of Emergency and/or While State or Local Officials Continue to Impose or Recommend Measures to Promote Social Distancing

Moved/Wash, second/Jones Villalta, to approve the Findings and Authorization to Extend Use of Teleconferencing Procedures for Committee Meetings During Declared State of Emergency and/or While State or Local Officials Continue to Impose or Recommend Measures to Promote Social Distancing

Roll call vote:

Aye: 6 (Holleman, Lainez Carballo, Casillas, Jones Villalta, Wash, Moua)

Nay: 0

Abstentions: 1 (Bonner)

Absent: 2 (Pierce, Elliot-Harris)

- B. Approval of Annual Self-Assessment for 2020-2021 and Resulting Program Improvement Plan SETA-Operated Program
- C. Approval of Program Year 2022-2023 Head Start and Early Head Start Refunding Application
- D. Approval of the SETA Head Start and Early Head Start Budgets for Program Year 2022-2023
- E. Approval of the 2022-2023 Head Start and Early Head Start Program Options and Center Locations for Sacramento County
- F. Approval of 2022-2023 Training/Technical Assistance Plan for the SETA Head Start and Early Head Start as Aligned with Established Five-Year Goals and Objectives

Ms. Denise Lee gave a combined presented for action items III-B-F. Ms. Lee welcomed the new Committee members. We are on a five-year funding cycle. This refunding application is for Year 3 of 4. The new school year will operate August 1, 2022 through July 31, 2023. The refunding application must be submitted by May 1, 2022. The funding cycle was shortened to a four-year cycle due to a grant consolidation done in 2021 to combine the EHS-Child Care Partnership grant to the Head Start grant. There will be an opportunity to apply for a twelve-month extension if there are remaining funds and/or unfinished projects at the end of the Year 4. The Self-Assessment is a one-time snap shot monitoring review where a team of staff look closely at a variety of documents,

interview staff, look at data, and look at previous monitoring results. The Self-Assessment takes approximately 2-3 weeks, usually in January and February of each year to see how we are performing. We do the assessment mid-way through the year so we know what program improvement needs to be addressed and what should be included in the refunding application. We have strong Classroom Assessment Scoring System (CLASS) scores. The current scores are higher than pre-pandemic scores and on-par with National averages. SETA has strong partnerships to help carry out its mission and services. A new marketing campaign was launched to build program awareness and encourage enrollment. The flexibility of staff has made it possible for services to continue during this time of the COVID-19 pandemic. Our commitment to personal care for children overseeing a variety of special diets, medications, administration and special education for children with disabilities continues to be a strength of the program. Areas we continue to improve on are routine monitoring protocols and re-engagement of staff and training activities. We need to re-establish attendance practices and continue to recruit more parents to sit on the boards. We need to continue to expand use of technology to meet and maintain full enrollment. Another area of improvement is to increase staff recruitment and retention. All of these points guide us toward the short and long-term goals. The five-year goals continue around school readiness, health and wellness, attendance and family engagement. Funded enrollment will be 4,176 for Head Start children and 880 Early Head Start children. This is 60 less enrollment slots for Head Start and 8 more enrollment slots for Early Head Start than 2021-2022. There will be 112 school sites in Sacramento County and 247 classrooms. We continue to provide services with two EHS partners, four school districts and one community-based organization (WCIC).

The budget is \$63,936,857 for Basic and Training/Technical Assistance. The funding for Training/Technical Assistance is specifically earmarked for staff and parent training. There are a few program changes including, a voluntary relinquishment of enrollment slots/funding. Sacramento City Unified School District took on more transitional kindergarten and universal pre-k, which resulted in a lack of spare classrooms. They are doing a large district movement with preschool enrollment, which resulted in displacement of 60 Head Start enrollment slots, that were requested to give back to the grantee along with the funding. Those slots were re-distributed within Sacramento County with Elk Grove Unified School District (EGUSD) and SETA-Operated program. EGUSD will serve 40 of the 60 slots by strengthening and advancing their services to children with disabilities. Ten classrooms will have 4 reserved slots for children with disabilities. Twenty slots will remain with SETA and operate out of Spinelli. Hours have been extended at three school sites from 4 hours per day to 6.5 hours per day. Four-hour models are not as popular for parents as six-hour models. SETA will take the 60 enrollment slots that are being displaced with the extended hours and convert them to eight new infant and toddler slots. The Office of Head Start allows programs to move between Head Start and Early Head Start; this is called a conversion. There will be new locations in 2022-2023: Spinelli, Florin East Grammar School, Pleasant Grove Elementary, Foulks Ranch Elementary, and

Miwok Village Elementary. There will be six centers closing/replacing alternate preschool services: American Legion, Florence Markofer, Sierra Enterprise, AM Winn, Isador Cohen, and Mark Twain. Closure does not mean services are not available, but more likely replaced with alternate preschool services. Countywide program options include full day, part day, year-round, traditional school year and home-based. Early Head Start does not have part day options, as they were designed to operate year-round. Training/Technical Assistance (TTA) funds will be spent on training and support to teachers and parents. Some sample TTA activities include tuition reimbursement, family literacy project where books are sent home and to promote in-home reading and to build in-home libraries, parent and staff conferences, parent and child consultant services for health or nutrition, disaster preparedness training, CPR/first aid training, ECE apprenticeship program, staff coaching and training and trauma informed training.

Moved/Jones Villalta, second/Wash, to approve the following action items:

- B. Approval of Annual Self-Assessment for 2020-2021 and Resulting Program Improvement Plan SETA-Operated Program
- C. Approval of Program Year 2022-2023 Head Start and Early Head Start Refunding Application
- D. Approval of the SETA Head Start and Early Head Start Budgets for Program Year 2022-2023
- E. Approval of the 2022-2023 Head Start and Early Head Start Program Options and Center Locations for Sacramento County
- F. Approval of 2022-2023 Training/Technical Assistance Plan for the SETA Head Start and Early Head Start as Aligned with Established Five-Year Goals and Objectives

Roll call vote:

Aye: 5 (Holleman, Lainez Carballo, Casillas, Jones Villalta, Wash)

Nay: 0

Abstention: 1 (Bonner)

Absent: 3 (Pierce, Elliot-Harris, Moua)

Ms. Pa Houa Moua left the meeting at 10:28 a.m.

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

Ms. Lee reviewed that this is annual action item for the Committee to review and approve the Selection Criteria for entering a Head Start and Early Head Start program. This Selection Criteria is priority ranking to ensure if the program has a waiting list for services, families the determination on who takes priority to enter the program is managed fairly and equitably. There are no recommended changes for this year.

Moved/Jones Villalta, second/Wash, to approve the Head Start Enrollment Selection Criteria and the Early Head Start Enrollment Selection Criteria for Sacramento County.

Roll call vote:

Aye: 5 (Holleman, Lainez Carballo, Casillas, Jones Villalta, Wash)

Nay: 0

Abstention: 1 (Bonner)

Absent: 3 (Pierce, Elliot-Harris, Moua)

H. Approval of Budget Modification Request for Head Start and Early Head Start in Program Year 2021-2022

Ms. Lee stated programs are in the process of assessing how COVID-19 CARES Act funds are being used. No funds should be returned. The program has also identified under-spent Basic funds that were extended due to the COVID-19 pandemic. The program will put those funds towards the Northview project, instead of using 2021-2022 Basic grant funds. The budget modification will reprogram Basic funds for Northview, leaving under-spent funds in construction that can be reprogrammed for other deferred maintenance projects.

Moved/Jones Villalta, second/Casillas, to approve the budget modification request for Head Start Basic and Early Head Start CARES Act, in the amount of \$1,150,000, to complete the Northview Early Learning Center tenant improvements

Roll call vote:

Aye: 5 (Holleman, Lainez Carballo, Casillas, Jones Villalta, Wash)

Nay: 0

Abstention: 1 (Bonner)

Absent: 3 (Pierce, Elliot-Harris, Moua)

IV. Information Items

A. Standing Information Items

- Fiscal Monthly Report/Corporate Card Monthly Statement of Account

Mr. Han reviewed the Head Start/Early Head Start fiscal expenditure reports for fiscal year 2021-2022. We are 62 percent spent for base grant. Nothing was out of the ordinary for the credit card statements.

- Community Resources – Parents/Staff: Ms. Marie Desha

Ms. Bonner reviewed the community resources.

B. Head Start Policy Council Minutes for February 22, 2022. No Questions

V. Committee Reports

- Executive Committee Meeting:
The next Executive Committee meeting will be Tuesday, May 3, 2022 at 10:00 a.m., via Zoom and will be a joint PC/PAC Executive Committee meeting.
- Budget/Planning Committee Meeting:
The next Budget/Planning Committee meeting will be Tuesday, May 10, 2022 at 1:00 p.m., via Zoom.
- Social/Hospitality Committee Meeting:
The next Social/Hospitality Committee meeting will be Wednesday, May 4, 2022 at 12:00 p.m., in-person

VI. Other Reports

- Chair's Report: No Report
- Policy Council Report(s): No Report
- Head Start Deputy Director's Report – No Report
 - ✓ Monthly Head Start Report

VII. Center Updates:

- Parent Engagement Survey

Ms. Jones Villalta presented on the Parent Engagement Survey. It was created to help parents more actively participate. The survey is provided in Spanish and English. A digital copy will be forwarded to PC/PAC and to Ms. Lisa Carr. Ms. Griffith suggested to integrate the Parent Engagement Survey with the Family Engagement Survey so families are not getting multiple surveys.

VIII. Discussion: None

IX. Public Participation: None.

X. Adjournment: The meeting was adjourned at 11:06 a.m.

ITEM III-A- ACTION

APPROVAL OF FINDINGS AND AUTHORIZATION TO EXTEND USE OF TELECONFERENCING PROCEDURES FOR COMMITTEE MEETINGS DURING DECLARED STATE OF EMERGENCY AND/OR WHILE STATE OR LOCAL OFFICIALS CONTINUE TO IMPOSE OR RECOMMEND MEASURES TO PROMOTE SOCIAL DISTANCING

BACKGROUND:

California Governor Gavin Newsom has issued the long-existing state of emergency related to COVID-19, which remains in effect. Governor Newsom had previously authorized local agencies, by Executive Order, to conduct meetings under the Brown Act utilizing Zoom or other remote procedures to conduct meeting by modified teleconference procedures. In September 2021, the legislature signed and passed into law AB 361, which amended Section 54953 of the Brown Act to similarly authorize teleconferencing of Committee Meetings, provided necessary procedures are followed.

Under AB 361, in the event of disruption which prevents broadcasting of the meeting to members of the public using the call-in or internet-based service options, or in the event of a disruption which prevents members of the public from offering public comments, the legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting is restored.

AB 361 also authorizes public agencies to continue to hold subsequent meetings via teleconference procedures during any state of emergency that directly impacts the ability of the members to meet safely in person or while State or local officials continue to impose or recommend measures to promote social distancing. The Governor's declared continuing state of emergency remains active and continues to serve to protect members of the public from unnecessary risk and exposure to COVID-19. In addition, Sacramento County continues to follow recommendations of the federal CDC promoting social distancing outside of the home and especially indoors. Given these circumstances, in order to allow for the next Committee meeting to be held by teleconference procedures consistent with AB 361, the Committee must make the following findings no later than 30 days after the first teleconferencing meeting and every 30 days thereafter by majority vote:

- a. The legislative body has reconsidered the circumstances of the state of emergency.
- b. Any of the following circumstances exists:

ITEM III-A-ACTION (continued)
Page 2

- i. The state of emergency continues to directly impact the ability of the members to meet safely in person.
- ii. State or local officials continue to impose or recommend measures to promote social distancing.

RECOMMENDATION:

Authorize the continued use of teleconferencing for Parent Advisory Committee meetings under AB 361, occasioned by the continuing state of emergency issued by Governor Newsom and the continuation of local and federal recommendations promoting social distancing outside of the home and especially indoors and, based thereon, make the following findings in support of this action:

- a. The Committee has reconsidered the circumstances of the state of emergency.
- b. The following circumstances exist:
 - i. The state of emergency continues to directly impact the ability of the members to meet safely in person.
 - ii. State or local officials continue to impose or recommend measures to promote social distancing.

ACTION: Moved: _____ Second: _____

VOTE: Aye _____ Nay: _____ Abstain: _____

ITEM III-B-ACTION

ELECTION OF PARENT ADVISORY COMMITTEE
OFFICERS FOR PROGRAM YEAR 2021-2022

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee (PAC) to elect officers for Program Year 2021-2022. The duties of PAC officers shall be as prescribed in the Bylaws and shall also include such other duties as may be established by the PAC that are not in conflict with these Bylaws, Article V – Officers, Section 2B: All PAC members are eligible to run for an Office/Officer position except members holding a seat. The Executive Committee must have at least three members who are parents of child/children currently enrolled in the HS/EHS Center-Based or Home-Based Option.

SECTION 3: Duties of Officers

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

- A. The Parliamentarian shall advise the presiding officer on matters pertaining to Parliamentary procedure and oversee the Personnel/Bylaws Committee. If the Parliamentarian sits by the Chair, he or she is not entitled to make motions, discuss motions, or vote.

RECOMMENDATION:

That the Parent Advisory Committee elect a Parliamentarian.

Parliamentarian:

ACTION: Moved: _____ Second: _____

VOTE: Aye _____ Nay: _____ Abstain: _____

ITEM III-C – ACTION

APPROVAL OF BUDGET MODIFICATION REQUEST FOR HEAD START AND EARLY HEAD START IN PROGRAM YEAR 2021-2022

BACKGROUND:

This agenda item provides the opportunity for the Parent Advisory Committee to approve a budget modification request for Grant Number 09CH011763-02 to reprogram 2021-2022 Basic funds, in the amount of **\$2,100,800**, from Personnel, Fringe and Construction to Equipment, Supplies and Other.

On April 26, 2022, the Parent Advisory Committee approved a Head Start and Early Head Start Budget Modification, in the amount of \$1,150,000 for program year 2021-22. Specifically, the Budget Modification reprogrammed \$274,477 from Early Head Start CARES Act funding and \$875,523 from Head Start Basic funding to support the Northview construction project. As a result of the Budget Modification, funds that were budgeted for Northview construction in the 2021-2022 Basic budget would be available for other high priority deferred maintenance projects; projects that would otherwise not be afforded with Basic grant funds.

Additionally, SETA anticipates under-spent funds in Personnel and Fringe Benefits due to staff vacancies during the program year. Fund will be reprogrammed to cover increased operating costs.

The budget modification is as follows with a detailed narrative sent under separate cover.

Head Start Basic Budget (\$2,010,800)

Cost Category	Budget	Budget Modification	Updated Budget
Personnel	\$13,961,014	(\$723,600)	\$13,237,414
Fringe Benefits	8,399,271	(356,400)	8,042,871
Travel	-		-
Equipment	-	695,000	695,000
Supplies	451,000	130,000	581,000
Contractual	22,450,865		22,450,865
Construction	1,060,000	(930,800)	129,200
Other	4,708,182	1,185,800	5,893,982
Total	51,030,332	-	51,030,332

Early Start Basic¹ Budget (\$90,000)

Cost Category	Budget	Budget Modification	Updated Budget
Personnel	\$4,809,731		\$4,809,731
Fringe Benefits	2,872,172		2,872,172
Travel	-		-
Equipment	-		-
Supplies	209,500		209,500
Contractual	4,381,920		4,381,920
Construction	90,000	(90,000)	-
Other	885,930	90,000	975,930
Total	13,249,253	-	13,249,253

¹ includes EHS-CCP, which was consolidated in PY' 2021-22

A detail narrative is sent under separate cover.

Staff will be available to answer questions.

RECOMMENDATION:

Approve a budget modification request for Head Start Basic and Early Head Start, in the amount of \$2,100,800, for deferred maintenance projects and increased operating costs.

ACTION: Moved: _____ Second: _____

VOTE: Aye _____ Nay: _____ Abstain: _____

ITEM III-D-ACTION

APPROVAL OF THE SUBMISSION OF THE HEAD START/EARLY HEAD START COST OF LIVING ADJUSTMENT (COLA) AND QUALITY IMPROVEMENT APPLICATION FOR PROGRAM YEAR 2022-2023

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to approve the Head Start/Early Head Start Cost of Living Adjustment (COLA) and Quality Improvement (QI) application for Program Year 2022-2023 for \$1,729,147, as follows:

	Head Start	Early Head Start
Cost of Living Adjustment (COLA) ¹	\$1,132,517	\$306,838
Quality Improvement (QI)	\$220,456	\$69,336
TOTAL	\$1,359,780	\$369,367

¹ The COLA amount has been adjusted by \$6,807 to reflect a HS-EHS conversion, pending ACF approval

On April 20, 2022, the Office of Head Start/Administration for Children and Families (OHS/ACF) released Consolidated Appropriations Act 2022 funding for Federal Fiscal Year (FY) 2021, making additional funds available to existing Head Start and Early Head Start programs.

The COLA supports a 2.28 percent adjustment above FY 2021 funding levels to increase the pay scale of Head Start and Early Head Start staff, including vacant positions, fringe benefits, and to offset higher operating costs. Quality Improvement (QI) funds are allocated proportionately based on federal funded enrollment levels. These funds are permanent increases effective at the start of the FY 2022 budget period and are retroactive if this period has already commenced.

Programs that use COLA funds to increase staff salaries must increase the hourly rate of pay and permanently increase the Head Start pay scale rather than only increase the salaries of current employees. SETA management and the union met and negotiated the use of funds. Details can be found in the Budget Narrative. Applications are due June 1, 2022.

Ms. Denise Lee will be available to answer questions.

RECOMMENDATION:

That the Parent Advisory Committee approve the submission of the Cost of Living Adjustment (COLA) and Quality Improvement (QI) application for the Head Start and Early Head Start base grant in the amount of \$1,729,147 for Program Year 2022-2023.

ACTION: Moved: _____ Second: _____

VOTE: Aye _____ Nay: _____ Abstain: _____

HEAD START-EARLY HEAD START BUDGET (with Conversion)							Agreement #		09CH011763 (Year 3 of 4)		Fiscal Year:		2022-2023		Budget Period:		From 8/01/22-7/31/23										
Grantee/Delegate: SETA							City: Sacramento							Zip Code: 95815													
Program contact: Denise Lee							Chair: Charles Taylor (PC Chair) & Donna Bonner (PAC Chair)							Phone: 916-263-3800													
HEAD START							Early Head Start & Early Head Start - CCP																				
# of children enrolled: 4,176							# of Class Sites: 108							# of children enroller 880							# of Class Sites: 30						
# of handicapped: 418							# of Classes: 193							# of handicapped: 88							# of Classes: 54						
Cost Categories	Head Start Basic	Head Start COLA	Head Start QI	Head Start TA	Head Start Total	Head Start * Non-Federal	EHS Basic	EHS COLA	EHS QI	EHS TA	EHS Total	EHS * Non-Federal	Total														
Personnel	\$ 14,028,222	\$ 374,119	\$ 53,721	\$ 172,210	\$ 14,628,272	\$ 1,918,111	\$ 5,148,576	\$ 126,881	\$ 24,157	\$ 126,145	\$ 5,425,759	\$ 1,560,923	\$ 20,054,031														
see attached Schedule A. Personnel																											
Fringe Benefits	\$ 8,229,072	\$ 250,378	\$ 35,813	\$ 100,484	\$ 8,615,747	\$ 1,103,107	\$ 3,019,427	\$ 80,049	\$ 16,105	\$ 73,606	\$ 3,189,187	\$ 768,812	\$ 11,804,934														
See attached Schedule B - @ approx. \$ 1																											
Travel	\$ 5,000			\$ 24,000	\$ 29,000		\$ -			\$ -	\$ -		\$ 29,000														
see attached Schedule C. Travel																											
Equipment	\$ -			\$ -	\$ -	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -													
see attached Schedule D. Equipment														\$ -													
Supplies	\$ 385,000			\$ -	\$ 385,000	\$ -	\$ 50,000			\$ -	\$ 50,000	\$ -	\$ 435,000														
see attached Schedule E. Supplies														\$ -													
Contractual	\$ 22,281,599	\$ 508,020	\$ 130,922	\$ 107,915	\$ 23,028,456	\$ 5,799,021	\$ 4,381,920	\$ 99,908	\$ 29,074	\$ 44,624	\$ 4,555,526	\$ 1,136,982	\$ 27,583,982														
Twin Rivers USD (160)(56)	\$ 2,255,261	\$ 51,420	\$ 8,446	\$ 15,930	\$ 2,331,057	\$ 582,765	\$ 1,005,011	\$ 22,914	\$ 4,412	\$ 13,712	\$ 1,046,049	\$ 261,513	\$ 3,377,106														
Elk Grove USD (480)	\$ 3,921,097	\$ 89,401	\$ 25,340	\$ 15,685	\$ 4,051,523	\$ 927,850							\$ 4,051,523														
Sacramento City USD (676)	\$ 5,720,600	\$ 130,430	\$ 35,687	\$ 31,200	\$ 5,917,917	\$ 1,606,416					\$ -	\$ -	\$ 5,917,917														
San Juan USD (1,044) (163)	\$ 8,963,043	\$ 204,357	\$ 55,114	\$ 33,400	\$ 9,255,914	\$ 2,313,979	\$ 2,024,595	\$ 46,161	\$ 12,922	\$ 30,912	\$ 2,114,590	\$ 528,648	\$ 11,370,504														
WCIC (120)	\$ 1,421,598	\$ 32,412	\$ 6,335	\$ 11,700	\$ 1,472,045	\$ 368,011							\$ 1,472,045														
SCOE (77)					\$ -	\$ -	\$ 720,998	\$ 16,439	\$ 6,067		\$ 743,504	\$ 185,877	\$ 743,504														
River Oak (72)					\$ -	\$ -	\$ 631,316	\$ 14,394	\$ 5,673		\$ 651,383	\$ 160,944	\$ 651,383														
Construction None													\$ -														
Other	\$ 4,742,875	\$ -		\$ 122,600	\$ 4,865,475	\$ 4,067,750	\$ 857,894	\$ -		\$ 35,688	\$ 893,582	\$ 61,798	\$ 5,759,057														
see attached Schedule H. Other														\$ -													
TOTAL DIRECT CHARGES	\$ 49,671,768	\$ 1,132,517	\$ 220,456	\$ 527,209	\$ 51,551,950	\$ 12,887,990	\$ 13,457,817	\$ 306,838	\$ 69,336	\$ 280,063	\$ 14,114,054	\$ 3,528,515	\$ 65,666,004														
Indirect Charges																											
TOTAL	\$ 49,671,768	\$ 1,132,517	\$ 220,456	\$ 527,209	\$ 51,551,950	\$ 12,887,990	\$ 13,457,817	\$ 306,838	\$ 69,336	\$ 280,063	\$ 14,114,054	\$ 3,528,515	\$ 65,666,004														

ITEM IV-A – INFORMATION

STANDING INFORMATION

BACKGROUND:

- A. Standing Information Items
- Fiscal Monthly Report/Corporate Card Monthly Statement of Account
–Mr. Victor Han
 - Community Resources – Parents/Staff: Ms. Marie Desha
 - Alice in Wonderland
 - Guild Theater
 - Juneteenth
 - Community Fair

NOTES:

A vibrant, stylized illustration of a scene from Alice in Wonderland. Alice, a young girl with blonde hair in a blue dress, stands in the center. To her left is the White Rabbit, a small white rabbit with a blue bow tie. To her right is the Mad Hatter, a man in a top hat and a Queen of Hearts, a woman with a red crown and a black dress. In the background, there are large, colorful mushrooms, a large blue cat with yellow eyes (the Cheshire Cat), and a large, gnarled tree. The scene is set in a fantastical, dreamlike landscape.

*A VERY SPECIAL LCHS STUDENT PRODUCED PLAY OF
ALICE IN WONDERLAND*

You have officially been invited to a very
humble unbirthday play!!

Small Children
Welcome!

To order tickets visit
<https://lchscardinaltheater.ludus.com/16567>

QR Code

\$5 Suggested Donation

Date(s)- May 13th, 17th, and 19th
Time(s)- 10:00am- 10:30am
Location- Black box theater, Laguna creek
High school 9050 Vicino Drive, Elk Grove,
CA 95758

ST+HOPE
PRESENTS

FAMILY MOVIE
MATINEE

AT THE GUILD THEATER



SCAN ME

EVERY FIRST
SUNDAY
2 PM
Showtime



**SATURDAY, JUNE 18, 2022
4PM - 9PM • 40 ACRES**

**ART • MUSIC • FOOD
ENTERTAINMENT • ACTIVITIES**



WWW.STHOPE.ORG/EVENT/JUNETEENTH-BLOCK-PARTY



COMMUNITY FAIR

SATURDAY, MAY 21

10AM-2PM AT LUTHER BURBANK HIGH SCHOOL

Free to all families.

Wide Open Walls Student Mural Live Painting ♦ Live Performances by M'Ster Lewis and Sparks Across Darkness
Motivational Speakers from Improve Your Tomorrow ♦ Meet Slamson and the Sacramento Kings 916 Crew
Student Performances ♦ See the Big Reveal of Central Kitchen's New Truck Design

FREE STUFF!

Free Meals (provided by The Central Kitchen food truck, Raley's and SMUD) ♦ Free Wellness Kits and Yoga Mats ♦ Free Books
Free Groceries To-Go (provided by Sacramento Food Bank & Family Services) ♦ Free COVID-19 Testing and Vaccinations (provided by SCUSD and UC Davis Health)
Free Dental Screenings and Resources (provided by Center for Oral Health) ♦ Free Bike Repairs (provided by Sacramento Area Bicycle Advocates)
Free Giveaway Items (provided our community partners) ♦ Free Yoga Workshop (provided by YMCA) ♦ Free First Aid Kits (provided by UC Davis Health) ... and more!

*While supplies last



THANK YOU
TO OUR
PARTNERS



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 March 22, 2022 meeting.

NOTES:

REGULAR MEETING OF THE HEAD START POLICY COUNCIL

(Minutes reflect the actual progress of the meeting.)

Meeting Held Electronically

Tuesday, March 22, 2022
9:00 a.m.

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

Mr. Charles Taylor called the meeting to order at 9:03 a.m. and read the thought of the day. Mr. Taylor called the roll; a quorum was met.

Members Present:

Donna Bonner, Foster Parent/Community Representative
Charles Taylor, Past Parent/Community Representative
Fienishia Wash, Grandparent/Community Representative
Kara Long, San Juan Unified School District
Rosemary Schapira, Community Agency Representative
Carissa Salee, Early Head Start, San Juan Unified School District
Lesly Lainez Carballo, SETA-Operated Program
Kahmaria Holleman, SETA-Operated Program
Stephen Key, Past Parent/Community Representative *(joined at 9:27am)*

New Member to be Seated Not Present:

Crisanta Martin, WCIC/Playmate Child Development Center *(unexcused)*

Members Absent:

Jessica Coultrup, Early Head Start, San Juan Unified School District *(Unexcused)*
Diana Ferreyra, SETA-Operated Program *(Unexcused)*

II. Consent Item

A. Approval of the Minutes of the February 22, 2022 Special Meeting

The minutes were reviewed; no questions or corrections.

Moved/Bonner, second/Long, to approve the February 22, 2022 minutes as distributed.

Roll call vote:

Aye: 7 (Bonner, Wash, Long, Schapira, Salee, Lainez Carballo, Holleman)

Nay: 0

Abstention: 1 (Taylor)

Absent: 3 (Key, Coultrup, Ferreyra)

III. Action Items

- A. Approval of Findings and Authorization to Extend Use of Teleconferencing Procedures for Council Meetings During Declared State of Emergency and/or While State or Local Officials Continue to Impose or Recommend Measures to Promote Social Distancing

Ms. Griffith reviewed this item. The state of emergency has been extended to March 31, 2022 and the continuation of teleconferencing until that date.

Moved/Holleman, second/Bonner, to approve the Findings and Authorization to Extend Use of Teleconferencing Procedures for Council Meetings During Declared State of Emergency and/or While State or Local Officials Continue to Impose or Recommend Measures to Promote Social Distancing.

Roll call vote:

Aye: 7 (Bonner, Wash, Long, Schapira, Salee, Lainez Carballo, Holleman)

Nay: 0

Abstention: 1 (Taylor)

Absent: 3 (Key, Coultrup, Ferreyra)

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

The Board went into closed session at 9:14 a.m. At 9:40 a.m., Mr. Taylor called the meeting back into open session and reported that the following eligible lists were approved in closed session: Head Start Child Care Teacher Assistant (Apprenticeship), Associate Teacher (Apprenticeship), Associate Teacher / Associate Teacher Infant Toddler, Family Service Worker II, Family Service Worker III, Head Start Teacher

Mr. Stephen Key joined the meeting at 9:27 a.m.

C. Election of Policy Council Officers for Program Year 2021-2022

Mr. Taylor reviewed this item and the accompanying bylaws. There were no nominations.

Moved/Key, second/Bonner, to approve to table the election of the Policy Council officers for 2021-2022

Roll call vote:

Aye: 8 (Bonner, Wash, Long, Schapira, Salee, Lainez Carballo, Holleman, Key)

Nay: 0

Abstention: 1 (Taylor)

Absent: 2 (Coultrup, Ferreyra)

D. Approval of the PC/PAC Joint Parent Activity

Ms. Bonner shared that the joint committee would consist of the PC and PAC to hold joint activities such as the railroad museum and Crocker Art museum. These are educational activities for parents and allows them to bond. The activities must adhere to the allotted budget.

Ms. Desha commented there are no children allowed at parent activities.

Moved/Key, second/Bonner, to approve the joint parent activity with the Parent Advisory Committee

Roll call vote:

Aye: 8 (Bonner, Wash, Long, Schapira, Salee, Lainez Carballo, Holleman, Key)

Nay: 0

Abstention: 1 (Taylor)

Absent: 2 (Coultrup, Ferreyra)

Ms. Schapira asked if there is a date for authorizing the activities to happen.

Ms. Bonner and Ms. Desha clarified this approval is authorizing the committee to be a joint collaboration of PC and PAC. The activities have not been selected.

IV. Information Items

A. Standing Information Items

➤ Fiscal Monthly Report/Corporate Card Monthly Statement of Account:

Mr. Han reviewed the Head Start/Early Head Start fiscal expenditure reports for fiscal year 2021-2022. Some cost may move to the Training/Technical Assistance (TTA) grants as appropriate. CARES Act funds were reviewed, the remaining amount is allotted for the Northview project. American Rescue Plan Act (ARPA) and the Corona Virus Response and Relief Supplemental Appropriation Act (CRRSA) funds will be spent after the CARES Act funds are spent since they have a longer grant period. Child Care Partnership Grant (CCP) is in good standing. The AMEX credit card statement was reviewed. There were a few fraudulent charges that were caught and will expect refunds by next month. The Citi credit card statement was reviewed, nothing was out of the ordinary. The CDE funding was reviewed. We anticipate receiving the full amount of the California State Preschool Program (CSPP) and General Child Care and Development (CCTR) funds.

➤ Orientation Report(s)

Ms. Holleman said she learned she could move items, which gave her the space to speak up more.

➤ Officer Training Report(s)

Mr. Taylor stated he learned more about his position as Chair. The role-playing segment was helpful and informative for the roles and duties of an officer.

➤ Community Resources – Parents/Staff:

Ms. Schapira reviewed there are four upcoming workshops and events. Diaper distribution for families currently served or that sign up on Tuesday, April 5th. It was noted there are limited supplies. Mother's Day event on Saturday, May 7th outdoors at the North Sacramento Family Resource (NSFR) center. There are lots of free activities. Reminder for safety workshops, and car seat education, which are free and virtual. Safe sleep baby workshops to help reduce Sudden Infant Death Syndrome (SIDS), offered in English and Spanish. Can register for monthly e-mail activity list, at www.northsacfr.org.

B. Governing Board Minutes for February 3, 2022: No Questions

V. Committee Reports

➤ Executive Committee Meeting:

The next Executive Committee meeting will be Tuesday, March 29, 2022 at 9:00 a.m.

➤ Budget/Planning Committee Meeting:

The next Budget Committee meeting will be Friday, March 25, 2022 at 9:00 a.m.

VI. Other Reports

A/B. Interim Executive Director's Report/ Head Start Deputy Director's Report

Ms. Griffith reported we are in the middle of grant season. She shared a link for parenting around food. <https://nhsa.org/event/webinar-parenting-around-food/>

C. Chair's Report

- PC Recruitment

Mr. Taylor encouraged Board members to share the word on PC. It is important work and it helps beyond the Board meetings.

D. Head Start Managers' Reports

✓ Lisa Carr - Family Engagement, Home Base, and ERSEA Services: No Report

- ✓ Karen Griffith - School Readiness, Special Education, Mental Health Services, and Facilities/Safe Environments

Ms. Griffith reviewed the county is returning to some regular practices. Sites are starting to allow parents to sign in/out inside classrooms. Evaluations are happening, using the Classroom Assessment Scoring System (CLASS) tool, our scores are higher than before COVID-19.

- ✓ Gricelda Ocegueda – Health, Oral Health, Nutrition, Food Services, Quality Assurance and On-going Monitoring

Ms. Ocegueda stated we are going back to family style meal service. Monitoring for quality improvement is going on, Elk Grove USD was just completed. The team is now monitoring Sacramento City Unified School District, followed by Twin Rivers Unified School District, then San Juan Unified School District. The number of kids positive for COVID-19 has declined. We no longer have to close classrooms with positive exposures due to the change in mandate regulations. We are continuing to work in making sure the community has the information needed regarding COVID-19. Health screenings are happening countywide to help close the gaps.

E. Open Discussion and Comments

Ms. Long asked Ms. Carr if there will be any more ECE classes.

Ms. Carr replied there will be this summer. Not sure when exactly. Those who are interested can always enroll at one of the community colleges and SETA will cover costs.

F. Public Participation: None

VII. **Adjournment**: The meeting was adjourned at 10:25 a.m.

ITEM V
COMMITTEE REPORTS

V. Committee Reports

- Executive Committee Meeting: Ms. Donna Bonner

- Budget/Planning Committee Meeting: Ms. Donna Bonner

- Social/Hospitality Committee Meeting: Ms. Donna Bonner

NOTES:

ITEM VI

OTHER REPORTS

BACKGROUND:

This agenda item provides an opportunity for other reports to be shared with PAC.

- Chair's Report
 - ✓ PC/PAC Orientation, Friday, June 3, 2022 at 9:00 a.m.
- Policy Council Report(s):
- Head Start Deputy Director's Report – Ms. Denise Lee
 - ✓ Monthly Head Start Report
- Head Start Managers' Reports
 - Lisa Carr - Family Engagement, Home Base, and ERSEA Services
 - Karen Griffith - School Readiness, Special Education, Mental Health Services, and Facilities/Safe Environments
 - Gricelda Ocegueda – Health, Oral Health, Nutrition, Food Services, Quality Assurance and On-going Monitoring

NOTES:

in this issue >>>

Welcome Head Start Apprentices!
Update from the Office of Head Start
From the National Head Start Association (NHSA)
Capitol Advocacy Day May 9-10, 2022
SETA Staff Share S.T.E.M.
HS/EHS Classrooms' Environmental Ratings Scales
Observation



2022
MAY

Head Start children

Monthly Program Information Report

Welcome Head Start Apprentices!

SETA, in partnership with the Los Rios Community College District/Consumes River College and DIR/Division of Apprenticeship Standards (DAS), will launch its first DAS/DIR-approved ECE Apprenticeship Program on June 6th with 19 entry-level candidates starting their new career in child development (13 on board already and 6 expected to start before June 6th). Apprentices will work in the Head Start/Early Head Start classrooms while attending ECE college courses to earn their child development permit and extended opportunities to earn an Associate's Degree in Early Childhood Development. **Welcome Apprentices!**

Maryam K. Alrubaye – Hiram Johnson
Gabrielle M. DeLaney – Phoenix Park
Martha E. Gonzalez – Elkhorn
Rahila Kanwal – Freedom Park
Karla A. Morales – Grizzly Hollow
Pang Nou Lee Moua – Florin Grammar
Bibi Yasmin Razawy - Hopkins Park
Tasia Roddy - Norma Johnson
Vanessa M. Salinas – Galt
Diana Sanchez – Bright Beginnings
Iffat Shah – Mather
Jaunell D. Thomas-Merritt – Hillsdale
Marlene Torres – North Avenue

We hope your professional journey with SETA will lead to many happy years of teaching the Head Start/Early Head Start children.

Parent Advisory Committee

Update from the Office of Head Start FY 2022 Head Start Funding Increase

ACF-PI-HS-22-02
Issued: April 14, 2022

This Program Instruction (PI) provides information about Cost of Living Adjustment (COLA) and quality improvement (QI) funds available to grant recipients supplemental funding.

On March 25, 2022, President Biden signed the Consolidated Appropriations Act, 2022, into law. The funding level for programs under the Head Start Act is \$11,036,820,000, an increase of \$289 million over fiscal year (FY) 2021. This increase includes \$234 million to provide all Head Start/Early Head Start, grant recipients a 2.28% cost-of-living adjustment (COLA) and \$52 million for quality improvement. COLA funds must be used to permanently increase the Head Start pay scale by no less than 2.28% and be applied from the start of a recipient's FY 2022 budget period. This includes salaries of current staff and the pay range of unfilled vacancies. Additionally, each grant recipient will be allocated an amount of quality

improvement funding proportionate to their federal funded enrollment. There are various projects that quality improvement funds may support, however, the Office of Head Start (OHS) strongly encourages grant recipients to prioritize investing this funding to increase compensation for staff (wages and benefits) to help recruit and retain a qualified Head Start workforce.

Why is this important? The additional funding will help increase wages of Head Start/Early Head Start workers, offering a more competitive wage in a highly competitive hiring market and it will pay employees a more livable wage.

For more information, please visit
<https://eclkc.ohs.acf.hhs.gov/policy/pi/acf-pi-hs-22-02>

A Joint What? Senate Resolution on Vaccine and Mask Requirements

In response to the Senate's vote to pass S.J.Res. 39, a joint resolution providing for congressional disapproval of the vaccine and mask Interim Final Rule with Comments (IFC) issued last fall, NHSA's statement sounds familiar: "Today, and every day since the start of the COVID-19 pandemic, Head Start programs have been implementing and enforcing masking and vaccine requirements according to community needs. NHSA continues to urge the Administration and the Department of Health and Human

Services to recognize the reality of local differences for Head Start programs across the country and grant them the flexibility they need to keep classrooms open."

We are losing count of the amount of times NHSA has formally reached out to the Administration since the IFC was issued (just kidding: the official count is 10) asking for clarity and additional guidance.



Head Start children

With that in mind, it is heartening to see that the conversation is ongoing in Congress. In the meanwhile, the Head Start community continues to work together and do everything in their power to prioritize the health and safety of children, families, and staff, ensure classrooms remain open, and maintain on-the-ground partnerships.

Update from the Office of Head Start (continued) >>>



Head Start Categorical Eligibility for Families Eligible for Supplemental Nutrition Assistance Program (SNAP)

ACF-IM-HS-22-03

Issued April 21, 2022

The Department of Health and Human Services (HHS) announced that children who qualify for Supplemental Nutrition Assistance Program (SNAP) are now considered eligible for Head Start.

For the purposes of Head Start eligibility determination, the Office of Head Start (OHS) will expand its interpretation of "public assistance," as used in the Head Start statute, to include SNAP. OHS's interpretation of the statute has been to consider only Temporary Assistance for Needy Families (TANF) and Supplemental Security Income (SSI) as public assistance. Previously, OHS had not considered including SNAP in this definition because it had slightly higher income threshold than the base income threshold for Head Start services. However, recently there has been a sharp reduction in families that establish eligibility through the current public assistance definition, so OHS has reconsidered this interpretation to make the public assistance route more available to families and grantees.

Upon issuance of this IM, public assistance includes SNAP for purposes of determining categorical eligibility. Head Start programs can use this guidance in determining eligibility and in enrolling those children that met their selection criteria consistent with the Head Start Program Performance Standards at 45 CFR §§1302.10-16. If a program has vacant slots, this guidance can support enrolling additional families.

Why is this important? This change will simplify the administrative burden facing programs and families, while also providing greater access to Head Start for families who most need it.

For more information, please visit <https://eclkc.ohs.acf.hhs.gov/policy/im/acf-im-hs-22-03>

Head (Start) to the Capitol Advocacy Day May 9-10, 2022

From: Heads Up! Region IX Head Start Association

Register *now...*

Join the Head (Start) to the Capitol Advocacy Day to learn all about grassroots advocacy, HSC's budget ask and Region IX HAS's #HeartofHeadStart campaign. Rally on the West Steps of the Capitol and hear from speakers including a Head Start teacher, parent, and legislative officials including our budget champion, California Assembly Majority Leader Eloise Gómez Reyes. Then, attend a legislative meeting and tell your legislator why Head Start is important to you and why teachers are the #Heart of Head Start!

May 10 Rally: Featured Speakers

- Head Start California Executive Director Christopher Maricle (Sacramento, CA)
- Head Start California Board President Stacey Scarborough (Los Angeles, CA)
- Early Childhood Policy Council Parent Representative Lissete Frausto (Oakland, CA)
- Head Start Teacher Sara Feiling (Auburn, CA)
- Sacramento Mayor Pro Tem Eric Guerra (Sacramento, CA)
- California Assembly Majority Leader Eloise Gómez Reyes (San Bernardino, CA)



Summer Closures

Summer closures for SETA's traditional school-year centers will begin June 10th, returning to school on August 8th.

Traditional centers include:

- Alder Grove Preschool
- Bright Beginnings
- Dudley Elementary
- Franklin
- Fruitridge
- Grizzly Hollow
- Illa Collin



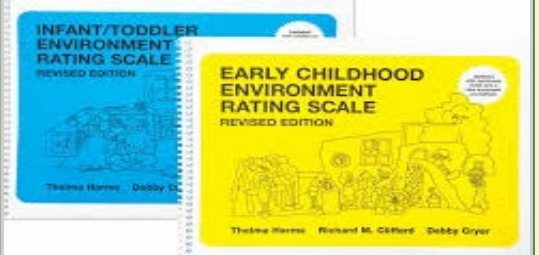
SETA Staff Share S.T.E.M

Congratulations to our S.T.E.M team that presented at the Region 9 Head Start Association S.T.E.M Institute. Led by Susan Garland, this Head Start and Early Head Start team has continued to support Science, Technology, Engineering and Math concepts in HS/EHS classrooms. George Washington Carver said, "Since new developments are the products of a creative mind, we must therefore stimulate and encourage that type of mind in every way possible." This group of teachers is doing just that!



HS/EHS Classrooms' Environmental Ratings Scales Observation

This month the classrooms are getting observed using Environmental Ratings Scales for preschool and toddler classes. These tools help evaluate materials across many areas, activities and interactions. The information gathered will be used to ensure the classrooms are set up in the most developmental appropriate ways to support children's learning. This is especially important as we return from COVID-19 modifications that were made over the last 2 years.





SETA Head Start Food Service Operations Monthly Report April, 2022

4/22/22 - Homebase had a fieldtrip to FairytaleTown, 120 meals were served.

4/29/22 - Homebase had a fieldtrip to FairytaleTown, 70 meals were served.

	Lunch	PM Snack	Breakfast	Field Trips
	32,258	26,742	28,731	2
Total Amount of Meals and Snacks Prepared				87,731
Purchases:				
Food	\$104,158.98			
Non - Food	\$20,686.19			
Building Maintenance and Repair:			\$0.00	
Janitorial & Restroom Supplies:			\$0.00	
Kitchen Small Wares and Equipment:			\$0.00	
Vehicle Maintenance and Repair :			\$2,153.84	
Vehicle Gas / Fuel:			\$2,460.10	
Normal Delivery Days			22	

SPECIAL EDUCATION REPORT

Sacramento County Head Start/Early Head Start

April 2022

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	1756	163	9%	589	130	22%
Twin Rivers USD	140	45	32%	40	9	23%
Elk Grove USD	440	53	12%			
Sac City USD	736	51	7%			
San Juan USD	1052	125	12%	160	21	13%
WCIC	120	6	5%			
EHS CCP				80	13	16%
COUNTY TOTAL	4244	443	10%	869	173	20%

AFE: Annual Funded Enrollment

SETA HEAD START/EARLY HEAD START
End of Month Enrollment Report
April 2022

HS Center Name (*) CCTR/CSPP Funded	Funded Enrollment	Actual Enrollment	Drop within last 30 days	Total Reported	(a) % Actual to Funded Enrollment
*16th Avenue	40	41	1	42	105%
*Bret Harte	20	20	2	22	110%
*Capital City	20	20	4	24	120%
*CP Huntington	20	19	0	19	95%
*Crossroads Garden	80	74	5	79	99%
*Elkhorn	100	96	3	99	99%
*Freedom Park	80	79	3	82	103%
*Freeport	20	19	1	20	100%
*Hillsdale	80	81	1	82	103%
*Hopkins Park	40	39	6	45	113%
*Job Corps	20	20	1	21	105%
*Marina Vista	60	57	1	58	97%
*Mather	100	93	1	94	94%
*Norma Johnson	60	58	4	62	103%
*North Avenue	80	78	1	79	99%
*Northview (closed)	0	N/A	N/A	N/A	0%
*Phoenix Park	60	58	1	59	98%
*Sharon Neese Center	60	59	1	60	100%
Alder Grove	20	16	2	18	90%
Bannon Creek	80	75	0	75	94%
Bright Beginnings	40	26	0	26	65%
Dudley	20	20	0	20	100%
Florin (b)	60	10	1	11	N/A
Franklin	20	18	0	18	90%
Fruitridge	40	34	0	34	85%
Galt	80	80	0	80	100%
Grizzly Hollow	40	40	1	41	103%
Home Base (c)	143	108	0	108	76%
Illa Collin	20	12	0	12	60%
Kennedy Estates	20	19	1	20	100%
LaVerne Stewart	20	19	1	20	100%
Nedra Court	40	28	0	28	70%
Parker	13	15	0	15	115%
Solid Foundation	40	27	0	27	68%
Strizek Park (b)	40	17	0	17	43%
Spinelli (b)	20	N/A	N/A	N/A	N/A
Walnut Grove	40	30	1	31	78%
Total	1736	1505	43	1548	89%

(a) Reason and action plan provide when enrollment below 85%

(b) Site with capped classrooms due to staffing- totaling 98 enrollment slots

(c) Funded enrollment total may contain overage

SETA HEAD START/EARLY HEAD START
End of Month Enrollment Report
April 2022

EHS Center Name (*) CCTR/CSPP Funded	Funded Enrollment	Actual Enrollment	Drop within last 30 days	Total Reported	(a) % Actual to Funded Enrollment
*16th Avenue (b)	26	15	2	17	65%
*Alder Grove I/T	16	12	1	13	81%
*American Legion	16	9	1	10	63%
*Bret Harte	8	5	2	7	88%
*Captial City	16	16	1	17	106%
*CP Huntington	8	8	1	9	113%
*Crossroads Garden	15	14	0	14	93%
*Elkhorn	16	16	1	17	106%
*Freedom Park	16	16	1	17	106%
*Hillsdale	8	8	0	8	100%
*Hiram Johnson	32	27	1	28	88%
*Hopkins Park	6	6	0	6	100%
*Job Corps	24	22	2	24	100%
*Marina Vista	8	8	0	8	100%
*Mather	15	15	1	16	107%
*Norma Johnson	8	8	0	8	100%
*North Avenue	8	8	0	8	100%
*Phoenix Park	8	7	1	8	100%
*Sharon Neese Center	24	23	3	26	108%
EHS Home Base (c)	202	166	7	173	86%
Galt	16	15	1	16	100%
Grizzly Hollow	8	8	0	8	100%
River Oak - Home Base	72	51	7	58	81%
SCOE - Home Base	77	44	6	50	65%
Total	653	527	39	566	87%

Head Start/Early Head Start Reasons/Observations for under enrollment:

Waiting list exhausted at the following sites: American Legion, Bright Beginnings, Illa Collin, Nedra Court, Solid Foundation, and Walnut Grove.

Classroom(s) capped due to limited staffing at the following sites: 16th Ave; Florin; Spinelli; Strizek - totaling 88 enrollment slots.

Strategies/Action Plan:

Comprehensive outreach plan for countywide recruitment of eligible families with the use of various media outlets: Televised advertisement, displayed on monitors within DMV (Broadway), mailed recruitment flyers to zip codes with low enrollment.

Presentation on Head Start eligibility and services to the following community partners: Network Café, Empact Autism Festival, Kids Day Fiesta, Independent Living Advisory Committee, and Weave (Mather).

Reviewing On-line Inquiry/Waiting List process to ensure families are able to access recruitment website and upload documents for enrollment.

(a) Reason and action plan provide when enrollment below 85%

(b) Site with capped classrooms due to staffing- totaling 98 enrollment slots

(c) Funded enrollment total may contain overage

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: