

## GOVERNING BOARD

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## *THOUGHT OF THE DAY:*

*"Dance like no one is watching. Sing like no one is listening. Love like you've never been hurt and live like Heaven is on Earth."*

*~ Brene Brown*

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

**DATE:** Tuesday, August 16, 2022

**TIME:** 9:00 a.m.

### **LOCATION:**

<https://us02web.zoom.us/j/86953562250?pwd=VmtDUGZiTFhHQTVFc054Y1hoaXM5Zz09>

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/86953562250?pwd=VmtDUGZiTFhHQTVFc054Y1hoaXM5Zz09>. Meeting ID: 869 5356 2250. Passcode: 929341. 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, 86953562250 # US (San Jose). Dial by your location + 1 669 900 6833 US (San Jose). Find your local number: <https://us02web.zoom.us/j/86953562250?pwd=VmtDUGZiTFhHQTVFc054Y1hoaXM5Zz09>. Members of the public are encouraged to participate in the meeting by submitting written comments by email to: [Monica.Newton@seta.net](mailto:Monica.Newton@seta.net). Any member of the public who wishes to speak directly to the Committee regarding any item on the agenda may contact Monica Newton at (916) 263-3753, or [Monica.Newton@seta.net](mailto: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](http://www.seta.net).

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**DISTRIBUTION DATE: Wednesday, August 10, 2022**

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

## ITEM I - A – ROLL CALL

The Parent Advisory Committee Secretary will call the roll for the following members:

\_\_\_\_ Vacant, Alder Grove I Head Start  
\_\_\_\_ Vacant, Alder Grove II Head Start  
\_\_\_\_ Vacant, American Legion Head Start  
\_\_\_\_ **Kahmaria Holleman, Bannon Creek Head Start**  
\_\_\_\_ Vacant, Bret Harte Head Start  
\_\_\_\_ **Martha Aguilar, 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)  
\_\_\_\_ **Donna Lambert, Elkhorn Head Start**  
\_\_\_\_ Vacant, Franklin Head Start  
\_\_\_\_ **Armonie Martin, 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  
\_\_\_\_ Vacant, 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**  
\_\_\_\_ **Mary Calhoun-Balwin, Solid Foundation Head Start**  
\_\_\_\_ Vacant, Strizek Park Head Start  
\_\_\_\_ **Lissette Casillas-Amaya, Walnut Grove Head Start**  
\_\_\_\_ **Le Andra Jones-Villalta, 16<sup>th</sup> Avenue Head Start**  
\_\_\_\_ **Stephen Key, 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"/> 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, Home Base Head Start	<input type="checkbox"/> Vacant, Early Head Start (Home Base)
<input type="checkbox"/> Vacant, Hopkins Park Head Start	<input type="checkbox"/> Vacant, Grandparent Representative
<input type="checkbox"/> Vacant, Illa Collin Head Start	<input type="checkbox"/> Vacant, Parent Ambassador
<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, Past Parent Representative
<input type="checkbox"/> Vacant, LaVerne Stewart Head Start	
<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, May 17, & June 21, 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	<b>AG I</b>														
Vacant Seated	<b>AG II</b>														
Vacant Seated	<b>AL</b>														
Vacant Seated	<b>BC</b>														
<b>Kahmaria Holleman Seated 11/16</b>	<b>BC</b>	x	AP		x	X	X	X	X	X					
Vacant Seated	<b>BH</b>														
<b>Martha Aguilar Seated 6/21</b>	<b>CP</b>							U	X	x					
Vacant Seated	<b>CPH</b>														
Vacant Seated	<b>CR</b>														
Vacant Seated	<b>EHS/HB</b>														
<b>Lesly Lainez Carballo Seated 12/16</b>	<b>EHS/HB</b>		X		x	E	X	U	X	X					
<b>Donna Lambert Seated 5/17</b>	<b>EL</b>							X	X	X					
Vacant Seated	<b>FA</b>														
<b>Armonie Martin Seated 5/17</b>	<b>FP</b>							X	X	X					
Vacant Seated	<b>FPT</b>														
Vacant Seated	<b>FT</b>														
Vacant Seated	<b>G</b>														
Vacant Seated	<b>GH</b>														
Vacant Seated	<b>H</b>														
Vacant Seated	<b>HB</b>														
<b>Cleopatra Deleon</b>	<b>HBP</b>								AP	-					
Vacant Seated	<b>HI</b>														
Vacant Seated	<b>HP</b>														
Vacant Seated	<b>IC</b>														
Vacant Seated	<b>HP</b>														
Vacant Seated	<b>JC</b>														
Vacant Seated	<b>K</b>														

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	<b>LVS</b>														
Vacant Seated	<b>MCBB</b>														
Vacant Seated	<b>MV</b>														
Vacant Seated	<b>M</b>														
Vacant Seated	<b>NA</b>														
Vacant Seated	<b>NC</b>														
Vacant Seated	<b>NJ</b>														
Vacant Seated	<b>NV</b>														
Vacant Seated	<b>NV</b>														
Vacant Seated	<b>PA</b>														
Vacant Seated	<b>PP</b>														
Vacant Seated	<b>RO</b>														
Vacant Seated	<b>SCOE</b>														
<b>Mary Calhoun-Balwin Seated 5/17</b>	<b>SF</b>							X	U	E					
<b>PaHoua Moua Seated 4/25</b>	<b>SN</b>						X	X	E	X					
Vacant Seated-	<b>SP</b>														
<b>Lissette Casillas Seated 3/15</b>	<b>WG</b>					X	X	X	X	X					
<b>Le Andra Jones Villalta Seated 3/15</b>	<b>16A</b>					X	X	X	X	X					
Vacant Seated	<b>FPR</b>														
Vacant Seated	<b>AMB</b>														
Vacant Seated	<b>AMB</b>														
<b>Donna Bonner Seated 12/16</b>	<b>PPR</b>	x	X		x	X	X	X	X	X					
<b>Stephen Key Seated 6/21</b>	<b>PPR</b>								X	X					
Vacant Seated	<b>CR/GP</b>														
<b>Fienishia Wash Seated 12/16</b>	<b>OGC</b>	X	X		x	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**

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

**Representative Abbreviations**

<b>OGC:</b>	Out Going Chair
<b>PPR:</b>	Past Parent Representative
<b>GPR:</b>	Grandparent Representative
<b>AMB:</b>	Parent Ambassador

**Attendance Record Abbreviations**

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

current a/o 8/8/2022 1:50 PM



ITEM II-A – CONSENT

APPROVAL OF MINUTES OF THE JULY 19, 2022 REGULAR MEETING

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review and approve the minutes of the July 19, 2022

RECOMMENDATION:

Approve the minutes of the July 19, 2022 meeting.

**NOTES:**

**ACTION:** Moved: \_\_\_\_\_ Second: \_\_\_\_\_

**VOTE:** Aye \_\_\_\_\_ Nay: \_\_\_\_\_ Abstain: \_\_\_\_\_

## **REGULAR MEETING OF THE HEAD START PARENT ADVISORY COMMITTEE**

*(Minutes reflect the actual progress of the meeting.)*

**LOCATION:** meeting held electronically

Tuesday, July 19, 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. Ms. Bonner introduced the translator, Ms. Patricia Nunez.

#### **Members Present:**

Fienishia Wash, Outgoing Chair  
Kahmaria Holleman, Bannon Creek  
Donna Bonner, Past Parent Representative  
Lissette Casillas, Walnut Grove  
Le Andra Jones Villalta, 16<sup>th</sup> Avenue  
Pa Houa Moua, Sharon Neese  
Armonie Martin, Freedom Park  
Donna Lambert, Elkhorn  
Martha Aguilar, Capital City  
Stephen Key, Past Parent Representative  
Lesly Lainez Carballo, Home Base - Early Head Start *(joined at 9:06 a.m.)*

#### **Members Absent:**

Mary Calhoun-Balwin, Solid Foundation *(excused)*

### **II. Consent Item**

#### **A. Approval of the Minutes of the June 21, 2022 Regular Meeting**

Minutes were reviewed; there were no questions or comments.

Moved/Jones-Villalta, second/Holleman, to approve the A June 21, 2022 Regular Meeting minutes.

Roll call vote:

Aye: 9 (Wash, Holleman, Casillas, Jones-Villalta, Moua, Martin, Lambert, Aguilar, Key)

Nay: 0

Abstentions: 1 (Bonner)

Absent: 2 (Lainez Carballo, Calhoun-Balwin)

Ms. Lesly Lainez Carballo joined the meeting at 9:06 a.m.

Ms. Bonner introduced Dr. Barbara Aved, President of Aved Associates. She would like to set a time to speak with the Committee to talk about oral health. This would be a round table style meeting before the end of August 2022.

Ms. Bonner asked about the Sacramento County survey.

Dr. Aved confirmed that survey was from the same program. She encouraged members to take the survey and share it with friends and family. The Committee expressed their interest in attending the Dental Oral Focus Group. Dr. Aved will follow-up with Ms. Marie Desha on scheduling the date and time for the focus group meeting.

### **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

Ms. Lee reviewed this item.

Moved/Holleman, second/Lambert, 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: 10 (Wash, Holleman, Casillas, Jones-Villalta, Moua, Martin, Lambert, Aguilar, Key, Lainez Carballo)

Nay: 0

Abstentions: 1 (Bonner)

Absent: 1 (Calhoun-Balwin)

### **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. A non-federal share waiver will be requested for approximately \$1.4 million. The credit card statements were reviewed, there was nothing out of the ordinary. CDE/CDSS funding program year is complete, the maximum reimbursement amount and full grant is expected to be earned.

- Leadership Training: Ms. Donna Bonner

Ms. Bonner announced the Leadership training will be held on Friday, August 12, 2022 from 8:00 a.m. to 1:00 p.m., in-person in the Sequoia Room at the SETA Administrative building. The trainer is Dr. Tracy Tomasky and the theme is “Developing the Leader in Me.”

➤ Officer Training: Ms. Donna Bonner

Ms. Moua shared her experience, she found the officer’s training to be very helpful in understanding her position as the Parliamentarian. Ms. Jones-Villata said it was helpful for understanding her role as Treasurer.

➤ Disaster Preparedness Training: Ms. Donna Bonner

Ms. Bonner announced the Disaster Preparedness training will held Thursday, September 8, 2022 from 10:00 a.m. to 1:00 p.m. in the Sequoia Room, at the SETA Administrative building.

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

Ms. Bonner reviewed the community resources.

Ms. Moua asked how to get more forms for the CA State Fair Read Books and Ride program. Ms. Desha or Ms. Newton will share the form with the Committee.

B. Head Start Policy Council Minutes for May 24, 2022. No Questions

V. **Committee Reports**

➤ Executive Committee Meeting:

The next meeting will be, Friday, July 22, 2022 at 10:00 a.m., via Zoom.

➤ Budget/Planning Committee Meeting:

The next meeting will be Tuesday, August 9, 2022 at 1:00 p.m., via Zoom.

➤ Social/Hospitality Committee Meeting:

The next meeting will be Wednesday, August 10, 2022 at 12:00 p.m., in-person in the Shasta room.

➤ Personnel/Bylaws Committee Meeting:

The next meeting will be Friday, August 19, 2022 at 9:00 a.m., in-person in the Redwood room.

## VI. Other Reports

### ➤ Chair's Report

Ms. Bonner thanked the Committee members for their participation.

### ➤ Policy Council Report(s):

Ms. Holleman reviewed the Human Resources recruitment list.

Ms. Lesly stated she did not receive an invitation for the last training.

Ms. Bonner clarified the officers training was for new officers only.

### ➤ Head Start Deputy Director's Report – Ms. Denise Lee

Ms. Lee shared the Program Specialist from ACF visited for two days last week. The visit went well and she looks forward to visiting again later this year. The challenges of the previous years, strengths of the program, and the coming year were discussed. We were the first visit out of the ACF office since COVID-19. One topic of discussion was to make sure and spend the funds in the County, no funds should be sent back to the Federal Government. Preparing for the federal review in the new program year, which will probably be in the Spring of 2023. The Northview project is going well, we are about 30 days from finalizing. There was a supply chain delay for the doors, windows, lighting fixtures. Ms. Lee reviewed COVID-19 incidents and the impact it is still having on classrooms. Vaccines are now available for children five years of age and under. SETA will partner with the County to host Clinics at various Head Start sites. The vaccine clinic will be for Head Start families and the surrounding communities.

### ➤ Head Start Managers' Reports

- Lisa Carr - Family Engagement, Home Base, and ERSEA Services

Ms. Carr reviewed the enrollment report; the County is at 91 percent. The numbers will dip after this month when children transition to kindergarten. Full day classes for preschool eligibility is now two years. The state will continue to waive family fees this year. Family Services Workers are needed. If interested, please apply via the Head Start website.

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

Ms. Griffith stated there is a teacher in-service training the first week of August 2022. We are bringing back tooth brushing in the new program year. The teacher in-service training will cover an education refresher,

where curriculum will be reviewed, how to partner with parents for screening, and how to capture children's development over the year. We are working with a consultant who is doing safe environments checks in each classroom.

- Gricelda Ocegueda – Health, Oral Health, Nutrition, Food Services, Quality Assurance and On-going Monitoring - No Report

Ms. Bonner clarified at the June PC meeting it was established that PC closed sessions will no longer be needed to take action on Human Resources eligible lists. Data/information will be shared in the open meeting.

**VII. Center Updates:**

Ms. Holleman stated Bannan Creek will have graduation on July 22 at 9:00 a.m.

**VIII. Discussion: None**

**IX. Public Participation: None.**

**X. Adjournment: The meeting was adjourned at 9:48 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 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 Board 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, Cal OSHA continues to recommend physical distancing in places of employment as a measure to protect employees against the spread of COVID-19. 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:
  - 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.

ITEM III-A-ACTION (continued)

Page 2

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 that directly impacts the ability of the members to meet safely in person and the continuation of Cal OSHA recommendations promoting physical distancing in places of employment 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 officials continue to recommend measures to promote social distancing.

**ACTION:** Moved: \_\_\_\_\_ Second: \_\_\_\_\_

**VOTE:** Aye \_\_\_\_\_ Nay: \_\_\_\_\_ Abstain: \_\_\_\_\_



## ITEM IV-A – INFORMATION

### STANDING INFORMATION

#### BACKGROUND:

- A. Standing Information Items
  - Fiscal Monthly Report/Corporate Card Monthly Statement of Account: Mr. Victor Han
  - Leadership Training Report(s): Ms. Donna Bonner
  - Disaster Preparedness Training - see attached flyer
  - Community Resources – Parents/Staff: Ms. Marie Desha
    - Health & Wellness Flyer
    - Sacramento County Dental Health Focus Group Flyer

#### **NOTES:**

*“Developing the Leader in Me”*

# PC/PAC LEADERSHIP

TRAINING

**08.12.22**

**Friday,**

**8 a.m. - 1 p.m.**

**SETA Administrative Building  
Sequoia Room**



Trainer Dr. Tracy Tomasky



## Topic: Emergency & Disaster Preparedness Training

**Location:** 925 Del Paso Blvd. Sacramento, CA 95815 in Sequoia Room

**Date:** Thursday, September 8, 2022

**Time:** 10:00am – 1:00pm



*Note: Light refreshments will be served & disaster kits will be provided.*

**RSVP:** Beatriz ([Beatriz.Ramirez@seta.net](mailto:Beatriz.Ramirez@seta.net); 916-263-5124) &

**Anzhelika** ([Anzhelika.Simonenkova@seta.net](mailto:Anzhelika.Simonenkova@seta.net); 916-263-1887)



**Consumers Self Help Center  
Wellness & Recovery Center**

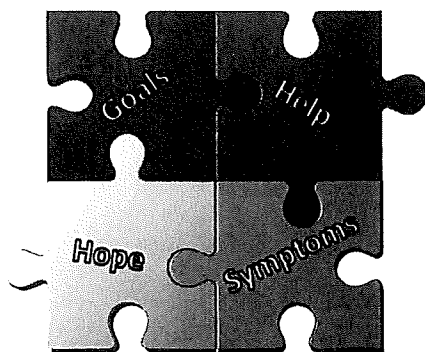


**Traditional and Alternative  
approaches to mental health  
Recovery**

**Activity Calendars Online at:  
[www.consumersselfhelp.org](http://www.consumersselfhelp.org)**

WRC provides self-help, value driven and evidence based approaches to mental health services, activities, and groups. Medication support services are referred to us by the Sacramento Adult ACCESS Team, 916-875-155.

Our centers are a supportive place that honors diversity and encourages individuals to reach their highest potential.



In Partnership With



## **Funded by the Mental Health Services Act (MHSA) CSHC Wellness & Recovery Centers**

### **WELLNESS & RECOVERY**

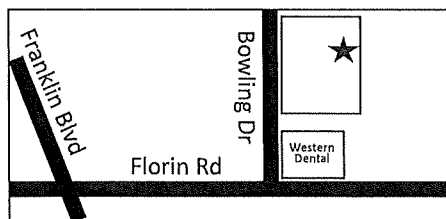
The Wellness & Recovery Centers receive funding from the MHSA, providing services that are inclusive of community collaboration, cultural competence, member driven and wellness focused. By referral the center's psychiatric and medication support services encourage wellness and recovery goals through participation in a variety of program activities and social skill development.

### **WELLNESS & RECOVERY GROUP & ACTIVITIES**

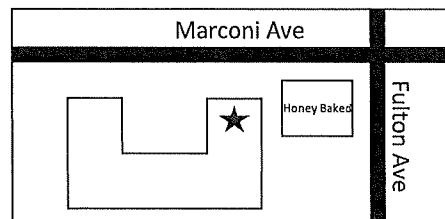
The centers provide group activities, self help, peer counseling and peer support. Members can develop wellness and recovery goals through socialization with fellow members, participating in groups and making positive contributions to the centers and the community.

The Wellness & Recovery Centers offer a point of daily contact for those individuals who are often isolated. Continued attendance and involvement allow opportunities for individuals to become part of a supportive community and a safe place to develop well-being.

**Wellness & Recovery Center  
South**  
7171 Bowling Dr  
Sacramento, CA 95823  
916-394-9195



**Wellness & Recovery Center  
North**  
2500 Marconi Ave, Ste 100  
Sacramento, CA 95821  
916-485-4175

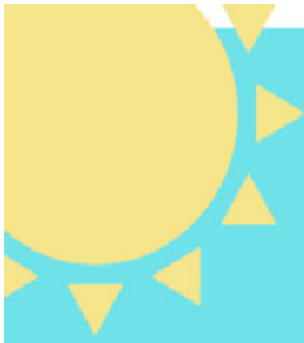


**Washer and Dryer  
Shower  
Community Resources  
Peer Support Groups  
Anger Management  
Depression**

**Anxiety Support  
Dialectical Skills Training  
Job Development  
Art Expression  
Computer Lab  
Meditation & Spirituality**

**Nutrition & Fitness Groups  
Men's Support  
Grief Support  
Music & Game Day**

Members are expected to interact with dignity and respect. Attendance is voluntary and free of charge to participate in groups. The center's membership is open to all Sacramento residents who have an interest in mental health support, wellness and/or recovery services that are innovative. It is the memberships' support and optimistic contributions which promote the ongoing effectiveness of the Wellness & Recovery Center's program.



**Sacramento County  
Oral Dental  
Focus Group**

**IMPROVING ORAL  
HEALTH  
IN SACRAMENTO  
COUNTY**

**Oral Health Needs Assessment  
with Dr. Barbara Aved**



**Friday, August 19  
10:30-11:30 a.m.  
Redwood Room**

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

The Oral Health Needs Assessment aim is to learn more about what people know and value about oral health, what their highest needs are, and what experiences and barriers they've encountered trying to access services.



Online survey:

<https://www.surveymonkey.com/r/YFNV23Y>.

ITEM IV-C – INFORMATION

POLICY COUNCIL MINUTES

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review the Policy Council minutes of the June 28, 2022 meeting.

**NOTES:**

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

*(Minutes reflect the actual progress of the meeting.)*

Meeting Held Electronically

Tuesday, June 28, 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 9:00 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  
Rosemary Schapira, Community Agency Representative  
Lesly Lainez Carballo, SETA-Operated Program  
Kahmaria Holleman, SETA-Operated Program  
Stephen Key, Past Parent/Community Representative  
Crisanta Martin, WCIC/Playmate Child Development Center  
Kara Long, San Juan Unified School District  
Fienishia Wash, Grandparent/Community Representative *(joined at 9:19 a.m.)*

#### **Members Not Present:**

Tonya Shead, Twin Rivers Unified School District *(unexcused)*

### **II. Consent Item**

#### **A. Approval of the Minutes of the May 24, 2022 Regular Meeting**

The minutes were reviewed; no questions or corrections.

Moved/Bonner, second/Key, to approve the May 24, 2022 minutes as distributed.

Roll call vote:

Aye: 7 (Holleman, Bonner, Martin, Carballo, Key, Long, Schapira)

Nay: 0

Abstention: 1 (Taylor)

Absent: 2 (Shead, Wash)

### **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**

Mr. Lee reviewed this item.

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 (Holleman, Bonner, Martin, Carballo, Key, Long, Schapira)

Nay: 0

Abstention: 1 (Taylor)

Absent: 2 (Shead, Wash)

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

Ms. Saurbourne recommended the Policy Council does not need to go into closed session per the change in policy last month and no action is required.

Ms. Lee clarified the eligible lists will no longer be shared in closed session. Instead recruitment information will be shared under information items.

Ms. Lisa Sorvari shared the Human Resources recruitment information. The Workforce Development Manager position was included in the agenda in error. The positions, number of applications, screening and exam information is below:

- Accountant I - 26 applications received, 17 were screened in, 11 passed the online exam
- Associate Teacher/Infant Toddler - 6 applications received, 4 were screened in
- Child Care Teacher Assistant/Apprenticeship – 43 applications received, 30 passed the online exam
- Family Services Worker II & III – 13 applications received, 12 invited, 5 passed the exam
- Lead Teacher - Infant Toddler - 9 applications received, 7 were screened in, 7 passed the online exam
- Maintenance/Courier - 8 applications received, 2 passed oral exam
- Site Supervisor - 11 applications received, 7 passed the online exam

Ms. Lee suggested the information provided to be added in written form in the agenda/packet for future meetings.

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

Mr. Taylor reviewed this item. There were no nominations.

Ms. Fienishia Wash joined the meeting at 9:19 a.m.



Moved/Key, second/Bonner, to move table the Election of Policy Council Officers 2021-2022.

Roll call vote:

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

Nay: 0

Abstention: 1 (Taylor)

Absent: 1 (Shead)

D. Approval of Labor Agreements and Revised Salary Schedule

Ms. Saurbourne reviewed the newly negotiated labor agreements and revised salary schedule. All three contracts will be extended for an additional three years July 1, 2022 through June 30, 2025. Salaries were negotiated with a focus on recruitment and retention in a highly competitive hiring market. In assessing the Agency needs, it was determined a strong focus was needed on positions where there has been trouble recruiting new talent and retaining existing talent. There will also be an increase in employer-paid medical premiums. Modified changes to the contracts include temporary assignment to a higher classification to six months and extend to temporary reclassification up to one year. The total fiscal impact for increased wages and medical coverage is approximately \$3,212,000 for Children and Family Service, and \$500,000 for Workforce Development.

Mr. Key asked about retroactive pay.

Ms. Saurbourne said it would be effective July 1<sup>st</sup> of this year and going forward, upon final approval by the SETA Governing Board on July 7<sup>th</sup>.

Moved/Long, second/Bonner, to approve the Labor Agreements July 1, 2022 – June 30, 2025 and revised salary schedule.

Roll call vote:

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

Nay: 0

Abstention: 1 (Taylor)

Absent: 1 (Shead)

**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. Program Managers are also working to identify

deferred maintenance projects to utilize underspent funds due to vacancies and other cost savings. While it may not be needed, Head Start will request a non-federal share waiver to cover projected under-earned in-kind due to the pandemic. The American Express and Citi credit card statements were reviewed, there was nothing out of the ordinary.

➤ Orientation Report(s):

Mr. Taylor and Ms. Bonner attended the orientation. Ms. Bonner shared five to six people attended. The Head Start History video was shown, Policies and Procedures were reviewed. Comments by attendees included there was a lot of helpful information that clarified areas of confusion. Other feedback included that the orientation is a necessity.

➤ Meet & Greet and Parent Activity Report(s):

Ms. Wash shared that she had a great time and enjoyed each other's company. She felt connected with participants. Mr. Taylor also shared that a lot of beautiful pieces were made at the Fired Arts.

➤ Leadership Training:

Mr. Taylor said the tentative date of the training is Thursday, August 4, 2022.

- Community Resources – Parents/Staff: Ms. Marie Desha  
Ms. Schapira shared that the North Sacramento Family Resource Center still has space for the home visitation program, which is a one-on-one parenting program. There is hybrid and in-person visitations for the program. She encouraged families to sign up for the North Sacramento Family Resource Center e-mail notifications and shared <https://northsacfrc.org/> link to sign up. Upcoming events include an anti-bullying event and backpack drive.

Mr. Taylor reviewed the Storytime, Car Seat Safety Workshop, and Craft Club flyers.

B. Governing Board Minutes for April 7, 2022: No Questions

V. **Committee Reports**

- Executive Committee:  
The next meeting will be held Thursday, June 30, 2022 at 10:00 a.m., via Zoom.
- Budget/Planning Committee Meeting:  
The next meeting will be held Tuesday, July 12, 2022 at 1:00 p.m., via Zoom.
- Social/Hospitality Committee Meeting:

The next meeting will be held Wednesday, July 6, 2022 at 12:00 p.m., in-person at the SETA Administrative Building, in the Shasta Room.

➤ **Personnel/Bylaws Committee Meeting**

The next meeting will be held Friday, July 15, 2022 at 9:00 a.m., in-person at the SETA Administrative Building, in the Jupiter Room.

**VI. Other Reports**

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

Ms. Lee reported the City and County are still working on filling the Executive Director vacancy. SETA's ACF Program Specialist and TTA Specialist will be visiting Sacramento Head Start on July 12-13, 2022. The team will visit centers and meet with leadership and delegate agency staff.

**C. Chair's Report**

Mr. Taylor commented on the "Joyful for July with Sacramento Regional Park District" Ms. Simonenkova sent an e-mail to the Board on June 22. It is a great opportunity for families to enjoy the aquatic center, family movie nights, etc. He thanked the Board for participation and encouraged members to continue their participation.

**D. Head Start Managers' Reports**

✓ **Lisa Carr - Family Engagement, Home Base, and ERSEA Services**

Ms. Carr reviewed the enrollment report: Head Start is 82 percent enrolled and Early Head Start is 87 percent enrolled. Full enrollment is required by September 2022. The Federal Government has deemed if families qualify for CalFresh/SNAP are now automatically eligible to enroll with Head Start. Starting in September, the Parent Cafés will be available via Zoom (cameras are required to be on to participate). Parent fees will be waived for State funded full-day services for the 2022-2023 program year.

Ms. Martin asked about enrolling her children to the program. Ms. Carr will connect with her after the meeting to explore options.

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

Ms. Griffith shared that safety and supervision monitoring is in progress for all centers countywide. Curriculum is being assessed with delegate agencies in preparation for the new school year. We are looking how to best support staff in their wellness and job satisfaction. A staff survey has been distributed regarding satisfaction in the workplace and are due back July 6, 2022. Workshops are also being developed and offered to support staff wellness.

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

Ms. Ocegueda shared that COVID-19 cases are still on the rise. Starting countywide Safe Environments monitoring. Emergency Disaster Training information for parents will be shared by Ms. Desha via e-mail. An Oral Health Committee is looking for focus groups of 10 people or more to provide feedback on dental needs and experiences. Information will be forth-coming on how to participate.

E. Open Discussion and Comments:

Ms. Bonner shared the Sacramento Public Library gave a presentation during the June PAC meeting. The presentation highlighted the Summer Reading Program, Art in the Park and other programs that can be found on the Sacramento Public Library website, [www.saclibrary.org](http://www.saclibrary.org).

F. Public Participation: None

**VII. Adjournment:** The meeting was adjourned at 10:03 a.m.

ITEM V  
COMMITTEE REPORTS

**V. Committee Reports**

- Executive Committee Meeting: Ms. Donna Bonner

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- Budget/Planning Committee Meeting: Ms. Donna Bonner

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- Social/Hospitality Committee Meeting: Ms. Donna Bonner

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- Personnel/Bylaws Committee Meeting: Ms. Donna Bonner

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- Parent Ambassador Meeting: Ms. Donna Bonner

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NOTES:

## ITEM VI

### OTHER REPORTS

#### BACKGROUND:

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

- Chair's Report  
Policy Council Report(s): Ms. Kahmaria Holleman and Ms. Lesly Lainez-Carballo
- 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
    - ✓ SETA/Betty Irene Moore School of Nursing at UC Davis Summer Project Highlights and Outcomes

#### NOTES:



# Monthly Program Information Report

July 2022

## CALIFORNIA STATE BUDGET 2022-23

The 2022-23 California State Budget continues to build off of last year's historic investments in California's Child Care and Development programs:

### ◇ **Expanded Access to Child Care Subsidies:**

- Funding for the annualization of 2021-22 slots, as well as additional child care slots for the 2022-23 fiscal year, including:
  - ⇒ \$342 million to support the California Alternative Payment Program (CAPP) slots.
  - ⇒ \$917 million to support General Child Care and Development Program (CCTR) slots.
  - ⇒ \$35 million in ongoing state general funds to support and expand access to the Emergency Child Care Bridge Program for Foster Children (Bridge Program)
  - ⇒ \$7.6 million to support county operations associated with Bridge Program administration.
  - ⇒ Further, SB 187 amended Welfare and Institutions Code (WIC) section 11461.6 to authorize Bridge Program child care vouchers to be used if work or school precludes a family from providing care, and to allow Bridge Program vouchers to be extended for an additional 12 months based on a compelling reason effective September 1, 2022.



### ◇ **Child Care and Development Infrastructure Grants:**

- \$100.5 million in federal pandemic relief funds for minor renovations and repairs of child care facilities.
- \$250 million for the Child Care and Development Infrastructure Grant Program in 2021-22, including:
  - ⇒ \$150 million in state general funds for new construction and major renovation, and
  - ⇒ \$100 million in federal pandemic relief funds for minor repairs and renovation.

### ◇ **Cost of Living Adjustment:**

- A 6.56% cost-of-living adjustment (COLA) will take place effective July 1, 2022.
- The standard reimbursement rate will remain \$54.93/day.



### ◇ **Child Care Providers United (CCPU) Health and Retirement Benefits**

- The Budget will provide funding for health care and retirement benefits for California's family child care providers.
- The agreement, which is pending CCPU ratification, includes the following:
  - ⇒ \$100,000 one-time contribution to establish a CCPU-administered health care benefit trust.
  - ⇒ \$100 million one-time contribution payable to the health benefits trust once it is established.
  - ⇒ \$40,000 to design and conduct a survey on CCPU retirement needs.
  - ⇒ \$100,000 one-time contribution to CCPU or its designee to establish retirement trust upon agreement of a retirement benefit model.



◇ **Child Care and Development Capacity Building:**

- ⇒ \$20 million for capacity grants to support CAPP with child enrollment and Federal American Rescue Plan Act (ARPA) data collection and reporting.
- ⇒ \$4.8 million in continued funding authority from the FY 2021-22 budget to support the development of a state-level child care data landscape system to meet the needs of families and the workforce.
- ⇒ \$10 million to expand the current California Resource and Referral Program in FY 22-23 contracts. An additional \$5 million in unspent funding from 21-22 will carry over into FY 22-23, for a total of \$15 million.

*Child Care Bulletin (CCB) No. 22-18 (issued: July 27, 2022)*



## CALIFORNIA STATE

# UPDATED INCOME GUIDELINES

The State released a revised Schedule of Income Ceilings reflecting the State Median Income (SMI) and Income Ranking Table for Fiscal Year 2022-23.

- ◇ The Schedule of Income Ceilings is used to determine a family's income eligibility for state subsidized child care and development programs
- ◇ The updated Income Ranking Table is used to determine an income-eligible family's priority for enrollment in state subsidized child care and development programs
- ◇ Note: The revised income guidelines for the State have been adjusted by nearly 7% to more closely align with wages in California. However, the Head Start poverty guidelines remain unchanged making it harder for working families to qualify for Head Start services.

*Child Care Bulletin (CCB) No. 22-12 (issued: June 17, 2022)*



## CALIFORNIA STATE

# UPDATED COVID-19 FLEXIBILITIES

Updated guidance for COVID-19 flexibilities

◇ **Expired Flexibilities:**

- Programs are no longer permitted to use the Desired Results Development Profile (DRDP) Modified Essential View tool, which was designed to assess children's learning and developmental levels during virtual services. They shall use either the Essential, Fundamental (preschool only) or Comprehensive view of the DRDP tool.
- Providers must return to collecting parent signatures on daily attendance records.
- Providers are no longer eligible to bill for nonoperational days for COVID-19-related closures effective July 1, 2022.





- Temporary emergency vouchers for children of essential workers, at-risk children, and children with disabilities or special healthcare needs whose individualized education plan or family service plans include early learning and care will expire on June 30, 2022.
- Contractors shall issue a Notice of Action to the parent when changes are made to the services agreement.

◇ **Continued Flexibilities:**

- Family fees will be waived between July 1, 2022, and June 30, 2023 for all families receiving child care subsidies.
- Between July 1, 2022, and June 30, 2023, center-based contractors will be reimbursed based on the maximum certified hours of care instead of attendance (i.e. hold harmless)

*Child Care Bulletin (CCB) No. 22-15 (issued: June 30, 2022)*

## Updates at the Federal Level (Head Start/Early Head Start)

*(Provided by National Head Start Association – Head Start Insider – August 2022)*



### **Federal Appropriations for Head Start and Early Head Start**

At the end of July, U.S. Senate Committee on Appropriations Chairman Patrick Leahy (D-VT) released the draft of the Senate's FY23 Labor, Health and Human Services, Education, and Related Agencies bill. The draft includes a total of \$12.036 billion for Head Start and Early Head Start in FY23. The Senate's work builds on efforts in the House which, under the steadfast leadership of Chairwoman Rosa DeLauro (D-CT-03) and Ranking Member Tom Cole (R-OK-04), included a record level of funding for Head Start. With the Senate matching the House numbers on COLA, QIF, and Tribal Colleges and Universities-Head Start Partnership Program, NHSA is hopeful... but, realistically, we anticipate Congress will look to pass a short term continuing resolution (a.k.a. flat funding) until after the election.

### **Reconciliation**

After months of negotiation, Senate Majority Leader Chuck Schumer (D-NY) and Senator Joe Manchin (D-WV) announced on July 27 that they reached a deal on a reconciliation package including energy and tax policy along with health care and lowering prescription drug prices. Unfortunately, funding for early childhood education (including Head Start) and childcare were left out. While the deadline for Congressional action under reconciliation is September 30, the Senate is expected to act on the agreed-upon Schumer-Manchin package before leaving for an extended recess in early August.

### **Final Rule on Masking and Vaccines for Head Start**

As Head Start prepares for the new school year, NHSA and Head Start state associations are pushing the U.S. Department of Health and Human Services to issue a final rule on COVID-19 vaccines and masking. This week, NHSA, along with 47 state, regional, and national Head Start associations, sent a letter to Secretary Xavier Becerra, stating in no uncertain terms that Head Start needs clarity before the start of the school year. "We hope a final rule that restores the traditional role of local program autonomy will be issued in line with the comments we submitted on December 23, 2021. This is imperative in order for programs to rebuild relationships both with community partners as well as parents."



## Updates at the Federal Level (Head Start/Early Head Start) - *continued*

(Provided by National Head Start Association – Head Start Insider – August 2022)

### Grants

[National Early Care and Education Workforce Center](#): The Administration for Children and Families (ACF) solicits applications for a National Early Care and Education Workforce Center. The purpose of the grant is to fund a research and technical assistance center that will work to increase recruitment and retention of a diverse, qualified, and effective workforce across all ECE settings and programs through the provision of technical assistance (TA) at state and local levels and a program of rigorous research that builds the knowledge base and informs TA efforts. The estimated application due date is October 13, 2022.

## SETA HEAD START

2022

## COVID-19 SUMMARY BY MONTH

DATA	Jan	Feb	March	April	May	June	July
Number of school days	20	19	23	16	20	22	20
Site Staff confirmed positive	59	12	2	3	18	24	31
Site Staff exposed in class	132	41	10	17	54	66	65
Children confirmed positive	94	27	9	4	10	25	18
Children exposed in class	565	271	78	96	391	383	285
Children exposed at home (reported)	420	11	1	5	17	27	14
Children not exposed, but whose services were delayed	283	0	0	0	0	0	0
Total children quarantining	1,268	11	1	5	17	27	14
Classroom days closed (total, all sites)	287	0	0	0	0	0	0
Number of distinct classrooms affected	67	30	8	7	38	44	28
Number of sites closed	4	0	0	0	0	0	0
Number of outbreaks	0	0	0	0	0	1	2



# SETA Head Start

## Food Service Operations Monthly Report

### July, 2022

7/1/22 - Job Corps closed due to water issues.

7/5/22 - Crossroads AM & PM classes closed due to staffing issues.

North Ave PM class closed due to staffing issues.

Freeport closed due to water issues.

7/6/22 - Hillsdale EHS class closed due to staffing issues.

7/12/22 - Bret Harte EHS closed due to staffing issues.

7/15/22 - Preschool Home Base had a Field Trip and we provided 80 sack lunches.

7/21/22 - Freeport closed due to pest infestation.

7/25/22 - Mather Full day class closed due to staffing issues.

7/26/22 - North Ave PM class closed due to staffing issues.

7/29/22 - Mather class D closed due to staffing issues.

Crossroads had a Field trip and we provided 40 sack lunches.

Bannon Creek had a Field trip and we provided 60 sack lunches.

Galt had a Field trip and we provided 80 sack lunches.

Lunch	PM Snack	Breakfast	Field Trips
28,556	22,496	23,472	4

Total Amount of Meals and Snacks Prepared 75,124

#### Purchases:

Food \$100,070.85

Non - Food \$24,851.49

Building Maintenance and Repair: \$0.00

Janitorial & Restroom Supplies: \$0.00

Kitchen Small Wares and Equipment: \$0.00

Vehicle Maintenance and Repair : \$1,193.35

Vehicle Gas / Fuel: \$2,085.31  
Normal Delivery Days 21

# SPECIAL EDUCATION REPORT

## Sacramento County Head Start/Early Head Start

**July 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
<b>SETA operated</b>	1756	209	<b>12%</b>	589	151	<b>26%</b>
<b>Twin Rivers USD</b>	140	47	<b>34%</b>	40	9	<b>23%</b>
<b>Elk Grove USD</b>	440	57	<b>13%</b>			
<b>Sac City USD</b>	736	51	<b>7%</b>			
<b>San Juan USD</b>	1052	130	<b>12%</b>	160	22	<b>14%</b>
<b>WCIC</b>	120	9	<b>8%</b>			
<b>EHS CCP</b>				80	17	<b>21%</b>
<b>COUNTY TOTAL</b>	<b>4244</b>	<b>503</b>	<b>12%</b>	<b>869</b>	<b>199</b>	<b>23%</b>

*AFE: Annual Funded Enrollment*

**SETA HEAD START/EARLY HEAD START**  
**End of Month Enrollment Report**  
**July 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	22	19	41	103%
*Bret Harte	20	18	1	19	95%
*Capital City	20	18	2	20	100%
*CP Huntington	20	13	9	22	110%
*Crossroads Garden	80	77	4	81	101%
*Elkhorn	100	94	2	96	96%
*Freedom Park	80	67	12	79	99%
*Freeport	20	19	0	19	95%
*Hillsdale	80	67	14	81	101%
*Hopkins Park	40	39	1	40	100%
*Job Corps	20	20	0	20	100%
*LaVerne Stewart	20	19	0	19	95%
*Marina Vista	60	59	1	60	100%
*Mather	100	94	3	97	97%
*Norma Johnson	60	57	4	61	102%
*North Avenue	80	68	5	73	91%
*Northview (closed)	0	N/A	N/A	N/A	N/A
*Phoenix Park	60	60	5	65	108%
*Sharon Neese	60	59	1	60	100%
Alder Grove ELC (d)	N/A	N/A	N/A	N/A	N/A
Bannon Creek	80	66	10	76	95%
Bright Beginnings (d)	N/A	N/A	N/A	N/A	N/A
Dudley (d)	N/A	N/A	N/A	N/A	N/A
Florin (b)	60	20	0	20	33%
Franklin (d)	N/A	N/A	N/A	N/A	N/A
Fruitridge (d)	N/A	N/A	N/A	N/A	N/A
Galt	80	56	29	85	106%
Grizzly Hollow (d)	N/A	N/A	N/A	N/A	N/A
Home Base (c)	143	110	0	110	77%
Illa Collin (d)	N/A	N/A	N/A	N/A	N/A
Kennedy Estates (d)	N/A	N/A	N/A	N/A	N/A
Nedra Court (d)	N/A	N/A	N/A	N/A	N/A
Parker	13	12	3	15	115%
Solid Foundation (d)	N/A	N/A	N/A	N/A	N/A
Strizek Park (b)	40	12	7	19	48%
Spinelli (b)	20	N/A	N/A	N/A	N/A
Walnut Grove (d)	N/A	N/A	N/A	N/A	N/A
<b>Total</b>	<b>1396</b>	<b>1146</b>	<b>132</b>	<b>1278</b>	<b>92%</b>

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

(b) Site(s) with capped classrooms due to staffing- totaling 92 enrollment slots

(c) Funded enrollment total may contain overage

(d) Traditional Site(s) Scheduled Closure

**SETA HEAD START/EARLY HEAD START**  
**End of Month Enrollment Report**  
**July 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	1	16	62%
*Alder Grove I/T	16	12	1	13	81%
*American Legion	16	6	1	7	44%
*Bret Harte	8	7	1	8	100%
*Captial City	16	15	1	16	100%
*CP Huntington	8	5	3	8	100%
*Crossroads Garden	15	13	2	15	100%
*Elkhorn	16	16	2	18	113%
*Freedom Park	16	15	0	15	94%
*Hillsdale	8	8	0	8	100%
*Hiram Johnson (b)	32	27	0	27	84%
*Hopkins Park	6	6	0	6	100%
*Job Corps	24	24	1	25	104%
*Marina Vista	8	4	1	5	63%
*Mather	15	14	0	14	93%
*Norma Johnson	8	8	1	9	113%
*North Avenue	8	8	0	8	100%
*Northview (closed)	N/A	N/A	N/A	N/A	N/A
*Phoenix Park	8	8	0	8	100%
*Sharon Neese Center	24	24	1	25	104%
EHS Home Base (c)	202	165	18	183	91%
Galt	16	16	0	16	100%
Grizzly Hollow (d)	N/A	N/A	N/A	N/A	N/A
River Oak - Home Base	72	47	2	49	68%
SCOE - Home Base	77	47	8	55	71%
<b>Total</b>	<b>645</b>	<b>510</b>	<b>44</b>	<b>554</b>	<b>86%</b>

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

Classroom(s) capped due to limited staffing at the following sites: 16th Ave; Florin; Hiram Johnson; Spinelli; Strizek - totaling 92 enrollment slots.

SETA continues to experience staff shortages. There has been staff resignation(s) in the following positions that support classroom ratio and/or enrollment: Associate Teacher (3)

**Strategies/Action Plan:**

Attended the following community events to increase awareness of Head Start services: La Familia Counseling Center-Community Baby Shower and Valley High Resource Fair.

Revised enrollment flyers to include SNAP/CalFresh logo and QR codes to provide families with new eligibility requirements and convenient access to on-line inquiry. Scheduling recruitment committee meetings to brainstorm strategic planning on recruitment in communities identified with high risk population.

Through recruitment efforts of employment postings (Workforce Development)/virtual recruitment (Indeed and Zip Recruiter), job announcements on SETA Career webpage, the following positions were onboarded: Associate Teacher/ Child Care Teacher Assistant (11).

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

(b) Site(s) with capped classrooms due to staffing- totaling 92 enrollment slots

(c) Funded enrollment total may contain overage

(d) Traditional Site(s) Scheduled Closure

## 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: