

## GOVERNING BOARD

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## *THOUGHT OF THE DAY:*

*"Limitations live only in our minds. But if we use our imaginations, our possibilities become limitless."*

*~ Jamie Paolinetti*

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

**DATE:** Tuesday, September 20, 2022

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

### **LOCATION:**

<https://us02web.zoom.us/j/85423400405?pwd=VEZCQlpSZmhyUFgqbEZPVURhWWp5UT09>

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/85423400405?pwd=VEZCQlpSZmhyUFgqbEZPVURhWWp5UT09>. Meeting ID: 854 2340 0405. Passcode: 807274. 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,,85423400405 # US (San Jose). Dial by your location + 1 669 900 6833 US (San Jose). Find your local number: <https://us02web.zoom.us/j/85423400405?pwd=VEZCQlpSZmhyUFgqbEZPVURhWWp5UT09>. 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).

## **AGENDA**

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- Head Start Managers' Reports
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  - Karen Griffith - School Readiness, Special Education, Mental Health Services, and Facilities/Safe Environments
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**DISTRIBUTION DATE: Wednesday, September 14, 2022**

Parent Advisory Committee meeting hosted by:  
 Donna Bonner (Chair), Fienishia Wash (Vice Chair),  
 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  
\_\_\_\_ Vacant 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, Home Base Head Start	<input type="checkbox"/> Vacant, Grandparent Representative
<input type="checkbox"/> Vacant, Hopkins Park Head Start	<input type="checkbox"/> Vacant, Parent Ambassador
<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, Past Parent Representative
<input type="checkbox"/> Vacant, Kennedy Estates Head Start	
<input type="checkbox"/> Vacant, LaVerne Stewart Head Start	
<input type="checkbox"/> Vacant, (Marie Cleveland's) Bright	

# 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	X				
Vacant Seated	<b>BH</b>														
<b>Martha Aguilar Seated 6/21</b>	<b>CP</b>							U	X	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, R9/9</b>	<b>EHS/HB</b>		X		x	E	X	U	X	X	X				
<b>Donna Lambert Seated 5/17</b>	<b>EL</b>							X	X	X	X				
Vacant Seated	<b>FA</b>														
<b>Armonie Martin Seated 5/17</b>	<b>FP</b>							X	X	X	U				
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	X				
<b>PaHoua Moua Seated 4/25</b>	<b>SN</b>						X	X	E	X	X				
Vacant Seated-	<b>SP</b>														
<b>Lissette Casillas Seated 3/15</b>	<b>WG</b>					X	X	X	X	X	X				
<b>Le Andra Jones Villalta Seated 3/15</b>	<b>16A</b>					X	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	X				
<b>Stephen Key Seated 6/21</b>	<b>PPR</b>								X	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	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 2021-2022**  
(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 9/14/2022 9:30 AM



ITEM II-A – CONSENT

APPROVAL OF MINUTES OF THE AUGUST 16, 2022 REGULAR MEETING

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review and approve the minutes of the August 16, 2022

RECOMMENDATION:

Approve the minutes of the August 16, 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, August 16, 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 9:01 a.m., read the thought of the day. Ms. Le Andra Jones-Villalta called the roll; a quorum was achieved. Ms. Bonner introduced the translator, Ms. Kay Scarameli.

#### **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  
Martha Aguilar, Capital City  
Stephen Key, Past Parent Representative  
Lesly Lainez Carballo, Home Base - Early Head Start  
Mary Calhoun-Balwin, Solid Foundation  
Donna Lambert, Elkhorn *(joined at 9:09 a.m.)*

#### **Members Absent:**

Armonie Martin, Freedom Park *(unexcused)*

### **II. Consent Item**

#### **A. Approval of the Minutes of the July 19, 2022 Regular Meeting**

Minutes were reviewed; there were no questions or comments.

Moved/Holleman, second/Jones-Villalta, to approve the July 19, 2022 Regular Meeting minutes.

Roll call vote:

Aye: 9 (Wash, Holleman, Casillias-Amaya, Jones-Villalta, Moua, Aguilar, Key, Lainez-Carballo, Calhoun-Balwin)

Nay: 0

Abstentions: 1 (Bonner)

Absent: 2 (Martin, Lambert)

### **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. Carr reviewed this item.

Moved/Aguilar, second/Holleman, 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, Casillias-Amaya, Jones-Villalta, Moua, Aguilar, Key, Lainez-Carballo, Calhoun-Balwin, Lambert)

Nay: 0

Abstentions: 1 (Bonner)

Absent: 1 (Martin)

Ms. Donna Lambert joined the meeting at 9:09 a.m.

### **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. The 2021-2022 fiscal year completed on July 31, 2022. A carryover request will be brought to the Committee for any under-spent funds. With the completion of the Northview project the remaining CARES Act funds will be fully spent. The Northview project is expected to be completed in September 2022.

Ms. Jones-Villalta asked if parent services are low because of COVID-19 and closures.

Mr. Han replied there is less parent involvement in the classrooms, therefore less expenses.

Ms. Jones-Villalta asked if parents are not allowed in the classrooms for periods of time due to COVID-19 restrictions.

Ms. Griffith stated Head Start is in an interim ruling that all volunteers, parents and non-parents, are required to have a COVID-19 vaccination or

medical exemption. The focus has been on staff, and have not had the capacity to track both staff and volunteers. We are waiting for a change to the ruling or for the ruling to become final. With the added COVID-19 stipulations, there is more to the system beyond parents simply volunteering.

Mr. Han reviewed the American Express and Citi credit card statements; there was nothing out of the ordinary. Due to reporting errors during closures there will be a slight return of funds to the California Department of Education (CDE) program. CDE and California Department of Social Services (CDSS) declined the letter sent by SETA explaining. Both the \$123,000 and the \$120,000 funds will be returned.

Ms. Jones-Villalta asked how are the closures supposed to be reported and how were they reported incorrectly.

Mr. Han replied closures are usually reported as they happen. The closures happened during the Omicron flux at the beginning of 2022 and were not reported at the time of the closure.

Ms. Jones-Villalta asked if they said why our letter was denied.

Ms. Carr replied they would not accept the letter because it came in too late. The letter was sent after the CDE June 30, 2022 deadline date; they were not able to go back to reconcile their books after that date. The closures were due to staffing shortages and COVID-19 exposures.

➤ Leadership Training:

Ms. Wash shared that she appreciated the theme of the training and she enjoyed the speaker. The training gave powerful information. Ms. Lainez-Carballo shared it was a wonderful experience. Ms. Holleman shared it was informational and nice to work together. Ms. Bonner shared there was teamwork, talking and listening was a main focus of the training.

➤ Disaster Preparedness Training:

Ms. Bonner shared the Disaster Preparedness training will be held at the SETA Administrative building on Thursday, September 8, 2022 from 10:00 a.m. – 1:00 p.m. in the Sequoia Room. RSVPs are required.

➤ Community Resources – Parents/Staff:

Ms. Bonner reviewed the community resources.

- Dental Health Focus Group flyer:  
Ms. Bonner announced the focus group will follow the joint Personnel/Bylaws meeting in the Redwood Room on Friday, August 19, 2022.

B. Head Start Policy Council Minutes for June 21, 2022. No Questions

**V. Committee Reports**

- Executive Committee Meeting:  
The next meeting will be, Thursday August 18, 2022 at 10:00 a.m., via Zoom.
- Budget/Planning Committee Meeting:  
The next meeting will be Tuesday, September 13, 2022 at 1:00 p.m., via Zoom.
- Social/Hospitality Committee Meeting:  
The next meeting will be Wednesday August 31, 2022 at 12:00 p.m., in-person in the Redwood 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. The oral health assessment meeting will follow.
- Parent Ambassador Meeting:  
The next meeting time and date will be announced at a later date.

**VI. Other Reports**

- Chair's Report

Ms. Bonner thanked the Committee members for their participation.

- Policy Council Report(s): No Report
- Head Start Deputy Director's Report – Ms. Denise Lee

In Ms. Lee's absence, Ms. Carr stated a Federal review will take place in program year 2022-2023. We do not have exact dates yet, but there will be at 45-day notice. The Policy Council and Parent Advisory Committee members will be asked to participate in a focus group. All traditional sites are re-open. This year the Office of Head Start is back to full enrollment requirements. The enrollment report was reviewed. As of Friday, we were at 51 percent enrolled. COVID-19 vaccine clinics will be held at several Head Start sites.

➤ Head Start Managers' Reports

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

Ms. Carr shared we are one-year into the Home Base Parent to Teachers curriculum. Family Services Workers will reach out to families to make sure all child health and physicals are up to date.

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

Ms. Griffith shared Head Start is concentrating on the 45-day developmental and emotional screenings. The Ages and Stages Questionnaire (ASQ) goes out to all families. The information is used to guide goals for each child. Parents are encouraged to utilize the Learning Genie phone application. The All Staff Teacher Training, which took place the first week of August, was reviewed.

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

Ms. Ocegueda shared all health and nutrition services notifications go out through the Learning Genie system. COVID-19 is still affecting our classrooms. Resources continue to be provided in relation to COVID-19. Working on a vaccine clinic for children six months and older, in partnership with California Department of Public Health, COVID-19 Taskforce. There are no dates at this time, locations will be the SETA Administrative building, Galt and Capital City. The food services unit will be introducing menu changes with more cultural and vegetarian options. Special diets provided: 247 alternatives, 178 medical diets. This current year there were 206, 138 of those were medical diets. Currently, 140 children require medications, last year there were 224 children. Safe environments monitoring goal is to finish in September. SETA is partnering with Environmental Protection Agency (EPA) and Sacramento County Department of Public Health to create new resources and education materials for Lead Awareness month in October. A survey has been distributed on why lead testing is low in Sacramento County. Parents are encouraged to take the survey and share with their community. SETA is also partnering with the University of San Francisco to study hearing loss in child from six months of age to five years old. It is important parents turn in all physical, immunization, etc.

Ms. Bonner asked what is the suggested amount of testing/frequency for lead.

Ms. Ocegueda replied mandatory lead testing is at 12 and 24 months of age. Beyond that, it would be 30 months and then 3 years of age. It is crucial for testing to happen for child under six years of age.

Ms. Judy Lema shared a presentation on the UC Davis Betty Irene Moore School of Nursing partnership.

VII. **Center Updates**: None

VIII. **Discussion**: None

IX. **Public Participation**: None.

X. **Adjournment**: The meeting was adjourned at 10:01 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
  - Emergency and Disaster Preparedness Training Report(s): Ms. Donna Bonner
  - Community Resources – Parents/Staff: Ms. Marie Desha
    - North Sacramento Family Resource Center
      - o Explore & Learn
      - o Exploring Healthy vs. Unhealthy Relationships Support Group
    - PC/PAC Recruitment

#### **NOTES:**

## ***Explore and Learn***

Weekly, In-Person workshop for children 0-5 years old, and families

Every Wednesday, 9:30-11am, starting Wed. Sept 21st

No Registration Required for this weekly workshop

### **Explore and Learn, Weekly Workshops**



### **In Person, Outdoor Activity**

**Wednesdays, 9:30-11AM**

**Starting Wed, Sept. 21st**

**with the Sacramento Public Library**

North Sacramento Family Resource Center  
2469 Rio Linda Blvd, Ste B Sacramento, CA 95815

Enjoy fun learning activities for children 0-5 years old  
and meet and play with others outdoors.

**No registration needed, Drop-ins Welcome**

### **Explora y aprende**

con la Biblioteca Pública de Sacramento  
Miércoles, 9:30 AM- 11 AM

A partir del 21 de septiembre

Centro de recursos familiares del norte de Sacramento  
2469 Rio Linda Blvd, Ste B Sacramento, CA 95815

Disfrute de divertidas actividades de aprendizaje y conozca y juegue  
al aire libre con otros.

**No es necesario registrarse, Bienvenidos**

**Actividad en persona**

**SAC** SACRAMENTO  
**PL** PUBLIC LIBRARY

**CALIFORNIA**  
**STATE LIBRARY**

Funding provided by the  
State of California

**SACRAMENTO**  
**CHILDREN'S HOME**  
**North Sacramento**  
**Family Resource Center**

No registration required for this weekly workshop. Drop-Ins welcome. Families must have current intakes/consents completed to participate. You can complete an intake when you arrive if you have not already completed one for this program year. This will be an in-person, outdoor activity at the North Sacramento Family Resource Center.

# Exploring Healthy vs Unhealthy Relationships

## Support Group

Mondays at 11am

**HEALTHY** INTIMATE  
**RELATIONSHIPS** PARTNER  
SELF EMPOWERMENT  
CARE **BOUNDARIES**  
LEARNING **SUPPORT**

### Topics include:

Exploring healthy vs. unhealthy relationships  
Parenting  
Healthy Boundaries  
Breaking the Cycle  
Grief and Healing  
Forms of Relationship Abuse  
Red Flags  
Feelings  
Valuing Yourself

Complete our online interest form to start the registration process for this series.

North Sacramento Family Resource Center  
2469 Rio Linda Blvd. Suite B, Sacramento, CA 95815  
(916) 679-3743



24/7 Support & Information Line 916-920-2952 or [weaveinc.org](http://weaveinc.org)

### CLICK HERE TO REGISTER:

[https://northsacfrc.us19.list-manage.com/track/click?  
u=83028e72b9c05b8b32817d313&id=ef4f16ccf4&e=2f26228103](https://northsacfrc.us19.list-manage.com/track/click?u=83028e72b9c05b8b32817d313&id=ef4f16ccf4&e=2f26228103)



**Are you a Past Parent,  
Grandparent, or Foster Parent and  
interested in serving on the Policy Council (PC)  
or the Parent Advisory Committee (PAC)?**

*be a  
Star*

Are you interested in helping to make decisions regarding Head Start/Early Head Start, including looking at budgets and where the money is spent?

If so, please, consider applying to fill an open position as a community representative, and help ensure that Head Start/Early Head Start is providing the best services to all children and families enrolled.

All meetings are currently being held via Zoom every third Thursday at 9:00 AM for Parent Advisory Committee and every fourth Thursday at 9:00 AM for Policy Council every month.

To find out more about this opportunity go to:  
<https://headstart.seta.net/about/program-governance/>  
and fill out PC/PAC Community Representative Application.  
Completed applications need to be emailed to  
[Marie.Desha@seta.net](mailto:Marie.Desha@seta.net) no later than October 28, 2022.



"TOUCHING FAMILIES - MAKING A DIFFERENCE"

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 July 26, 2022 meeting.

**NOTES:**



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

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

Meeting Held Electronically

Tuesday, August 23, 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. He introduced Ms. Maria Del Rosario Perez as the interpreter.

#### **Members Present:**

Donna Bonner, Foster Parent/Community Representative  
Charles Taylor, Past Parent/Community Representative  
Kahmaria Holleman, SETA-Operated Program  
Stephen Key, Past Parent/Community Representative  
Kara Long, San Juan Unified School District  
Fienishia Wash, Grandparent/Community Representative  
Rosemary Schapira, Community Agency Representative

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

Crisanta Martin, WCIC/Playmate Child Development Center (*unexcused*)  
Lesly Lainez Carballo, SETA-Operated Program (*unexcused*)

### **II. Consent Item**

#### **A. Approval of the Minutes of the July 26, 2022 Regular Meeting**

The minutes were reviewed; no questions or corrections.

Moved/Bonner, second/Long, to approve the July 26, 2022 minutes as distributed.

Roll call vote:

Aye: 6 (Bonner, Key, Long, Shapira, Holleman, Wash)

Nay: 0

Abstention: 1 (Taylor)

Absent: 2 (Martin, Lainez Carballo)

### **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.

Moved/Bonner, second/Key, 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: 6 (Bonner, Key, Long, Shapira, Holleman, Wash)

Nay: 0

Abstention: 1 (Taylor)

Absent: 2 (Martin, Lainez Carballo)

B. Approval of Head Start and Early Head Start Budget Modification and Carryover Request from Program Year Fiscal 2020-2021 to Program Year 2021-2022

Mr. Han reviewed funds will be moved from 2021-2022 to 2022-2023 program year. \$411,912 will be moved, \$544,613 of the \$956,525 will remain with in contractual cost category. The \$411,912 will go towards indoor and outdoor supplies. Elk Grove Unified School District (EGUSD) requested a shade structure, it requires prior approval from ACFS. Carryover requested for all year 1 funds to ensure it stays within Sacramento County, the total is 24,2312 fir HS Basic \$406,948 to Early Head Start. Sacramento City is requesting new flooring, San Juan is requesting new furniture and classroom technology. Twin Rivers relinquished 161,313 and River Oaks \$99,609 so they could go towards the other delegate agency needs. There will be a competitive bid for those funds between delegate agencies. San Juan Unified School District (SJUSD) requesting carry over funds for T&TA for trainings. Non-federal share match was reviewed.

Mr. Taylor asked about competitive funds.

Mr. Han as soon as the plan is approved by ACF a letter will be sent out to the delegate agencies to submit application for funds.

Ms. Griffith added that the depth of plan submitted will determine if the delegate agency is able to take on the project.

Moved/Key, second/Long, to approve the budget modification request for Head Start Basic and Early Head Start, in the amount of \$956,525 and a subsequent carryover request in the amount of \$2,866,947, for various deferred maintenance projects and classroom supply purchase.

Roll call vote:

Aye: 6 (Bonner, Key, Long, Shapira, Holleman, Wash)

Nay: 0



Abstention: 1 (Taylor)  
Absent: 2 (Martin, Lainez Carballo)

#### **IV. Information Items**

##### **A. Standing Information Items**

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

Mr. Han reviewed the expenditure fiscal reports for Head Start and Early Head Start. Delegate agencies are in the process of submitting close out costs. The credit card statements were reviewed, there was nothing out of the ordinary.

➤ **Leadership Training Report:**

Ms. Bonner shared the training taught her about areas she can improve, as well as her strengths. It was informative and enjoyable. Ms. Holleman shared her experience at the training. She enjoyed the speaker and training, learning about herself. Mr. Taylor found the training informative and learned what kind of leader he is. Ms. Holleman found it enriching to learn more about her fellow PC and PAC members.

➤ **Oral Health Focus Group**

Ms. Bonner said Dr. Aved had good questions. The best part is that she was looking for ways to improve the community in their dental/oral health to see the dentist. Mr. Taylor shared it was informative and great to have the interest in the community needs.

➤ **Disaster Preparedness Training:**

Mr. Taylor reviewed the Disaster Preparedness training will be held on Thursday, September 8, 2022 from 10:00 a.m. to 1:00 p.m. at the SETA Administrative building in the Sequoia Room.

➤ **Community Resources:**

Ms. Shapira shared First 5 is doing a parent survey that closes on Tuesday, she encouraged PC members to do the survey. Ms. Carr informed that the link was sent to all parents enrolled with Head Start and Early Head Start. Ms. Shapira encouraged parents and will send out flyer. Tutoring program, joining with Sac public library. Facebook and website are great resources.

##### **B. SETA's Recruitment Update**

Ms. Griffith we are down 39 individuals, which impacts the SETA Operated program. Having to close classrooms due to staffing. We are recruiting and looking for creative recruitment.

C. Governing Board Minutes for July 7, 2022: No Questions

**V. Committee Reports**

➤ Executive Committee:

The next meeting will be held Friday, August 26, 2022 at 10:00 a.m., via Zoom.

➤ Budget/Planning Committee Meeting:

The next meeting will be held Tuesday, September 13, 2022 at 1:00 p.m., via Zoom.

➤ Social/Hospitality Committee Meeting:

The next meeting will be held Wednesday, August 31, 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, September 9, 2022 at 9:00 a.m., in-person at the SETA Administrative Building, in the Shasta Room.

➤ Parent Ambassador M:

The meeting time and date will be announced at a later date.

**VI. Other Reports**

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

In Ms. Lee absence Ms. Carr reviewed notified federal review fa2, will let us know 45 days out. It will be a countywide review. PC members will be participating. Seta Op all sites are opened except for one classroom at bight beginnings and two classrooms due to lack of enrollment and staffing. Most delegates have started. We are on notice it is full enrollment. Last month we were at 92 percent. Speaking with delegates will be holding funds. Nov. 1 since covid first delegate kick off at citrus heights. Notices will be sent out for COVID shot clinics.

Ms. Kara long left the meeting at 9:54 a.m.

C. Chair's Report

Mr. Taylor thanked the Council members for their participation.

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 shared classroom safety plans are due to be submitted to the grantee. Supervision training is required, SETA just completed theirs. A safe environments reviewer is in classrooms/centers in the county delegate and grantee. Screenings are to be completed within first 45 days of program.

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

E. Open Discussion and Comments: None

F. Public Participation: None

**VII. Adjournment:** The meeting was adjourned at 10:00 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 Committee 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
  - ✓ PAC Recruitment
- Policy Council Report(s): Ms. Kahmaria Holleman
- 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:



# Monthly Program Information Report

August 2022

## Updates from the Office of Head Start Health and Safety of Children - Top Priority

On August 31<sup>st</sup> Acting Director of the Office of Head Start, Katie Hamm, sent a message to programs regarding the highest priority of and commitment to keep all children safe and secure while attending Head Start.

Child safety data shows that adverse child safety incidents can be higher at the beginning of the program year and are more likely to occur when staff are stressed and classrooms are understaffed. Staff may experience that stress exponentially when they are new and when they do not have appropriate support for mental health and wellness, including the ability to take regular classroom breaks.

When child safety incidents do occur, grant recipients should report all significant incidents affecting the health and safety of children to the appropriate state licensing or child welfare agencies and their OHS Regional Office immediately. This includes any violations of supervision, unauthorized release, or inappropriate discipline. Grant recipients who do not report to OHS situations that endanger the health or safety of children will have monitoring findings as a result.

All staff in Head Start programs are mandated reporters and are legally obligated to report suspected child abuse or neglect to the appropriate child protection agency. Programs must have internal procedures in place when a staff member or volunteer causes an incident or suspected incident.

One important part of preventing incidents that pose a risk to children is a stable and well-trained workforce.

Programs are encouraged to create and foster a program culture that supports staff well-being and maintains high standards of conduct.

### Some of the Ways Sacramento County Head Start is Preparing/ Responding to Child Safety:

- Maintaining appropriate teacher-child ratios in every classroom to ensure child safety and supervision at all times;
- Providing detailed Safety/SUPERvision training for staff during pre-service and mid-school year;
- 24-hour reporting requirements within the grantee and delegate agencies;
- Continuous staff recruitment/onboarding; increased wages to be more competitive and sign-on bonuses and retention bonuses (in some agencies);
- Investing in intentional, engaging, and relevant staff development/training programs;
- Unannounced Safety/Supervision on-site monitoring reviews once per quarter in every classroom by the grantee and once per quarter by the delegate agency, totaling eight unannounced visits per year;
- Staff wellness and mental health programs and supports such as Modern Health resources, classes, and counseling sessions; training on self-care/stress reduction/relaxation techniques; and individual/small group coaching and mentoring for staff and leadership;
- Responding to staffing shortages with conscious decision making; ensuring staff wellness and stress levels are considered when making a decision about program operations;
- Managerial decision-making when expectations are competing. This may include balancing full enrollment with staffing shortages and/or full enrollment and significant challenging behaviors in the classroom. Some decisions may result in lower performance indicators than planned/expected. While these decisions may be difficult to make, they may be necessary to ensure child/staff health and safety.



**Early Smiles Sacramento Program:**  
Early Smiles Sacramento Program is currently providing dental screenings and fluoride varnishes for all Head Start children.

## Updates from the Office of Head Start Public Services Student Loan Forgiveness

Last week President Biden announced that the Department of Education (ED) will provide targeted debt relief to address the financial harms of the pandemic and ensure a smooth transition back to regular payment as pandemic-related support expires. This will provide important financial relief for members of the early childhood workforce who too often face low compensation for their critical work.

Borrowers with annual income during the pandemic of under \$125,000 (for individuals) or under \$250,000 (for married couples or heads of households) who received a Pell Grant in college will be eligible for up to \$20,000 in debt cancellation. Borrowers who met those income standards but did not receive a Pell Grant will be eligible for up to \$10,000 in relief.

To find out whether you qualify for debt cancellation and to be notified when the process has officially opened, sign up at the Department of Education's subscription page at [www.ed.gov/subscriptions](http://www.ed.gov/subscriptions).

Details about the announcement to include information on eligibility and forms will be made available at: [www.studentaid.gov/debtrelief](http://www.studentaid.gov/debtrelief).

## Guidance for Use of Funds Appropriated in the American Rescue Plan Act of 2021 (ARP)

*ACF-IM-HS-22-05*  
*Issued: August 29, 2022*

The purpose of this Information Memorandum (IM) is to provide an overview and guidance on funds made available through the ARP. Grant recipients have the flexibility to determine which one-time investments best support the needs of staff, children, and families while adhering to federal, state and local guidance. In making these determinations, grant recipients should consider how the use of the one-time funds could meet both short- and long-term needs and determine whether purchasing, leasing, or contracting for services is more prudent. A list of suggested spending ideas is included at: <https://eclkc.ohs.acf.hhs.gov/policy/im/acf-im-hs-22-05>

## Upcoming COVID-19 Vaccine/Booster Clinic

SETA, in partnership with CDPH, CDC Foundation, and Mobile\*Med, will be hosting the next vaccine and testing clinic.

Thursday, September 22, 2022  
Capital City Early Learning Center  
7220 24<sup>th</sup> Street  
Sacramento, CA 95822  
9:00 a.m. – 4:00 p.m.



English



Spanish

Everyone 6 months or older is now eligible for the COVID-19 vaccine. Boosters and vaccines are available. Walk-ins are welcome but to reduce wait times, please make an appointment by pre-registering with the QR code above.



# Emergency and Disaster Preparedness Training For Parents

On September 8, 2022, SETA hosted an Emergency and Disaster Preparedness Training for PAC and PC parent board members. Participants learned about safety precautions in the home and developed an emergency response plan for their families/children. Each participant left the training with a preparedness backpack, emergency resources, and safety materials. The training was a result of parent input at the Budget/Planning Committee meeting.



## COVID Incident Report

### D A T A

	Jan	Feb	Mar	April	May	June	July	Aug
Number of school days	20	19	23	16	20	22	20	23
Site Staff confirmed positive	59	12	2	3	18	24	31	25
Site Staff exposed in class	132	41	10	17	54	66	65	22
Children confirmed positive	94	27	9	4	10	25	18	8
Children exposed in class	565	271	78	96	391	383	285	239
Children exposed at home (reported)	420	11	1	5	17	27	14	10
Children not exposed, but whose services were delayed	283	0	0	0	0	0	0	0
Total children quarantining	1,268	11	1	5	17	27	14	10
Classroom days closed (total, all sites)	287	0	0	0	0	0	0	0
Number of distinct classrooms affected	67	30	8	7	38	44	28	23
Number of sites closed	4	0	0	0	0	0	0	0
Number of out-breaks	0	0	0	0	0	1	2	3

Note: [children exposed] + [children not exposed but whose services were delayed] = [total children quarantining]





# SETA Head Start

## Food Service Operations Monthly Report

### \*August, 2022

8/9/22 - Alder Grove ELC closed due to plumbing issues.  
8/15/22 - Elkhorn AM & PM classes closed due to staffing issues.  
8/17/22 - Freedom Park PM class closed due to staffing issues.  
8/18/22 - Norma Johnson class B closed due to staffing issues.  
8/18/22 - Parker closed due to water being shut off.  
8/22/22 - Dudley closed due to staffing issues.  
    Sharon Neese class V closed due to staffing issues.  
    Norma Johnson class A closed due to staffing issues.  
8/24/22 - Parker closed due to water being shut off.  
8/25/22 - Parker closed due to water being shut off.  
    Bret Harte EHS class U closed due to staffing issues.  
8/29/22 - Alder Grove ELC closed due to staffing issues.  
    Walnut Grove class W closed due to staffing issues.  
8/31/22 - Bright Beginnings closed due to staffing issues.

	Lunch	PM Snack	Breakfast	Field Trips
	32,860	28,280	30,390	0
Total Amount of Meals and Snacks Prepared				91,530

#### Purchases:

Food	\$120,089.92
Non - Food	\$32,663.06

Building Maintenance and Repair:	\$0.00
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Janitorial & Restroom Supplies:	\$0.00
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Kitchen Small Wares and Equipment:	\$0.00
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Vehicle Maintenance and Repair :	\$101.04
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Vehicle Gas / Fuel:	\$2,972.51
Normal Delivery Days	22

# SPECIAL EDUCATION REPORT

## Sacramento County Head Start/Early Head Start

**August 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>	1696	113	<b>7%</b>	660	81	<b>12%</b>
<b>Twin Rivers USD</b>	160	20	<b>13%</b>	56	2	<b>4 %</b>
<b>Elk Grove USD</b>	480	44	<b>9%</b>			
<b>Sac City USD</b>	676	NA*	<b>0%</b>			
<b>San Juan USD</b>	1044	56	<b>5%</b>	164	2	<b>1%</b>
<b>WCIC</b>	120	NA*	<b>0%</b>			
<b>COUNTY TOTAL</b>	<b>4176</b>	<b>233</b>	<b>6%</b>	<b>880</b>	<b>85</b>	<b>10%</b>

\*Program Not Open

*AFE: Annual Funded Enrollment*

**SETA HEAD START/EARLY HEAD START**  
**End of Month Enrollment Report**  
**August 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	27	0	27	68%
*Bret Harte	20	14	1	15	75%
*Capital City	20	15	0	15	75%
*CP Huntington	20	17	1	18	90%
*Crossroads Garden	60	55	4	59	98%
*Elkhorn	80	64	10	74	93%
*Freedom Park (b)	80	61	8	69	86%
*Freeport	20	16	0	16	80%
*Hillsdale	80	45	4	49	61%
*Job Corps	20	17	1	18	90%
*Marina Vista (b)	60	41	1	42	70%
*Mather	100	75	3	78	78%
*Norma Johnson (b)	60	56	4	60	100%
*North Avenue	80	43	3	46	58%
*Northview (closed)	100	N/A	N/A	0	N/A
*Phoenix Park	60	46	1	47	78%
*Sharon Neese	60	51	1	52	87%
Alder Grove ELC	20	11	1	12	60%
Bannon Creek	40	38	3	41	103%
Bright Beginnings (b)	40	16	0	16	40%
Dudley (b)	20	10	1	11	55%
Florin	40	17	3	20	50%
Franklin	20	15	1	16	80%
Fruitridge (d)	40	27	1	28	70%
Galt	80	77	6	83	104%
Grizzly Hollow	40	37	1	38	95%
Home Base	123	71	2	73	59%
Hopkins Park	40	39	0	39	98%
Illa Collin	20	5	2	7	35%
Kennedy Estates	20	11	0	11	55%
LaVerne Stewart	20	18	0	18	90%
Nedra Court	40	29	1	30	75%
Parker	13	10	1	11	85%
Solid Foundation	40	19	2	21	53%
Spinelli	20	7	1	8	40%
Strizek Park	20	16	2	18	90%
Walnut Grove	40	26	0	26	65%
<b>Total</b>	<b>1696</b>	<b>1142</b>	<b>70</b>	<b>1212</b>	<b>71%</b>

(a) Reason and action plan provided when enrollment is below 100%

(b) Site(s) with capped classrooms due to staffing

**SETA HEAD START/EARLY HEAD START**  
**End of Month Enrollment Report**  
**August 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	18	15	1	16	89%
*Alder Grove I/T	16	12	2	14	88%
*Bret Harte	9	6	1	7	78%
*Captial City	16	14	1	15	94%
*CP Huntington	16	15	1	16	100%
*Crossroads Garden	15	15	0	15	100%
*Elkhorn	16	15	1	16	100%
*Freedom Park	16	16	0	16	100%
*Hillsdale	9	7	2	9	100%
*Hiram Johnson	32	31	1	32	100%
*Job Corps	25	24	3	27	108%
*Marina Vista	9	8	0	8	89%
*Mather	15	14	4	18	120%
*Norma Johnson	9	9	2	11	122%
*North Avenue	9	8	1	9	100%
*Northview (closed/construction)	16	N/A	N/A	0	0%
*Phoenix Park	8	8	1	9	113%
*Sharon Neese Center	25	23	6	29	116%
EHS Home Base	201	162	21	183	91%
Galt	16	16	1	17	106%
Grizzly Hollow	9	9	0	9	100%
Hopkins Park	6	6	1	7	117%
River Oak - Home Base	72	51	3	54	75%
SCOE - Home Base	77	44	5	49	64%
<b>Total</b>	<b>660</b>	<b>528</b>	<b>58</b>	<b>586</b>	<b>89%</b>

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

Classroom(s) capped due to limited staffing at the following sites: Bright Beginnings; Dudley; Freedom; Marina Vista; Norma Johnson - totaling 65 enrollment slots.

SETA continues to experience staffing shortages in the following positions that support classroom ratio and/or enrollment: There are currently 36 openings within Education, 3 Home Visitors, and 4 Family Services Workers.

**Strategies/Action Plan:**

With use of the employment search websites and postings to CA Head Start Assoc., CalJOBS, Indeed, Zip Recruiter, SETA website, Ed Join, Handshake, PC and PAC, there were 19 staff onboarded in August within the classification(s): Associate Teacher and Child Care Teacher Assistant.

For the month of August, SETA engaged in the following partnerships to increase awareness of Head Start services and community visibility: Birth and Beyond Diaper Fair; National Night Out, Taylor Street Family and friends Community Event, Robertson Center Backpack Giveaway.

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.

(a) Reason and action plan provided when enrollment is below 100%

(b) Site(s) with capped classrooms due to staffing

## 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: