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Thought for the Day: A dream doesn't become a reality through magic; it takes sweat, determination and hard work.

~ Colin Powell

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

Date: Tuesday, August 24, 2010
Time: 9:00 a.m.
Location: SETA Boardroom
925 Del Paso Blvd.
Sacramento, CA 95815

ADMINISTRATION

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While the Head Start Parent Advisory Committee (PAC) welcomes and encourages participation in the Committee meetings, it would be appreciated if you would limit your comments to five minutes so that everyone may be heard. Matters under the jurisdiction of the Head Start Parent Advisory Committee and not on the posted agenda may be addressed by the general public under the Public Participation item of this agenda. The Head Start Parent Advisory Committee limits testimony on matters not on the agenda to five minutes per person and not more than fifteen minutes for a particular subject.

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 - Fiscal Monthly Report/Corporate Card Monthly Statement of Account – Mr. Roger Bartlett

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Distribution Date: Wednesday, August 19, 2010

Parent Advisory Committee (PAC) meeting hosted by PAC Officers:
 Chair, Jeanine Vandermolen
 Vice Chair, Mary Brown
 Secretary, Katherine Yaipen-Faulter
 Treasurer, Kiesha Spriggs
 Parliamentarian, Vacant

ITEM I-A – ROLL CALL

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

- ___ **Vacant**, Auberry Park Head Start
- ___ Zenobia Prothro, Bannan Creek Head Start
- ___ **Vacant**, Broadway Early Learning Center
- ___ **Vacant**, Countrywood Head Start
- ___ **Vacant**, Crossroads Garden Head Start
- ___ Mukeya Richardson, Early Head Start/ Home Base
- ___ Lashonda Tablit, Florin Meadows Head Start
- ___ **Vacant**, Freedom Park Head Start
- ___ **Vacant**, Fruitridge Head Start
- ___ Luis Ramos, Galt Head Start
- ___ **Vacant**, Grant Skills Center
- ___ **Vacant**, Grizzly Hollows
- ___ **Vacant**, Hillsdale Head Start
- ___ Tamara Knox, Home Base
- ___ **Vacant**, Home Base
- ___ Kelly Martin, Hopkins Park Head Start
- ___ **Vacant**, Illa Collin Head Start
- ___ **Vacant**, Job Corps Head Start
- ___ David Quintero, Kennedy Estates Head Start
- ___ Mary Brown, La Riviera Head Start
- ___ Victor Goodwin, LaVerne Stewart Head Start
- ___ **Vacant**, Marie Cleveland’s Bright Beginnings Head Start
- ___ Charity Achusim, Mather Head Start
- ___ Michelle Burgess, Nedra Court Head Start
- ___ **Vacant**, New Helvetia 1 Head Start
- ___ Yvette Hernandez, New Helvetia 2 Head Start
- ___ Connie Wallace, Norma Johnson Head Start
- ___ Erika Contreras, Northview Head Start
- ___ **Vacant**, Parker Avenue Head Start
- ___ Katherine Yaipen-Faulter, Phoenix Park Head Start
- ___ **Vacant**, Sharon Neese Early Learning Center
- ___ Zakkiyyah Spikes, Solid Foundation Head Start
- ___ Dina Patterson, Strizek Park Head Start
- ___ **Vacant**, Vineland Head Start
- ___ Laura Meza, Walnut Grove Head Start
- ___ Lacy Berry, Whispering Pines Head Start
- ___ **Vacant**, Foster Parent Representative
- ___ **Vacant**, Grandparent Representative
- ___ Troy Luna, Male Involvement Representative
- ___ Jeanine Vandermolen, Past Parent/Community Representative
- ___ Kiesha Spriggs, Past Parent/Community Representative

New Representatives to be seated:

- ___ Roberto Reyes, Crossroad Gardens Head Start

**ITEM I- B – PAC MEETING
ATTENDANCE UPDATE**

The PAC was seated on November 30, 2009
PARENT ADVISORY COMMITTEE MEETING ATTENDANCE PROGRAM YEAR 2009-2010

COMMITTEE MEMBER	CENTER	11/30	12/18	01/26	02/23	03/23	04/27	05/25	06/22	07/27	08/24	09/28	10/26	11/23
Vacant	AP													
Zenobia Prothro Seated 11/09	BC	X	E	E	X	X	X	X	X	X				
Vacant	BLC													
Eva Borja Seated 11/09	COP	X	X	X	AP	X	X	X	U	U				
Vacant	CW													
Roberto Reyes S/B Seated 08/10	CR													
Mukeya Richardson S/B Seated 02/10	EHS/HB				AP	X	X	X	U	X				
Lashonda Tablit Seated 05/10	FM							X	X	X				
Vacant	FP													
Vacant	FT													
Luis Ramos Seated 02/10	G				X	X	X	X	E	X				
Vacant	GH													
Vacant	GSC													
Vacant	H													
Tamara Knox Seated 11/09	HB	X	X	E	X	X	X	X	X	X				
Vacant	HB													
Vacant	IC													
Kelly Martin Seated 11/09	HP	X	X	X	X	X	X	X	X	X				
Vacant	JC													
David Quintero Seated 11/09	K	X	X	X	X	X	X	E	E	X				
Mary Brown Seated 11/09	LAR	X	X	X	X	X	X	X	X	X				
Victor Goodwin Seated 01/10	LVS			X	X	X	X	X	X	X				
Vacant	MCBB													
Charity Achusim Seated 04/10	M						X	E	X	U				
Michelle Burgess Seated 04/10	NC						X	X	E	E				
Connie Wallace Seated 04/10	NJ						X	X	X	X				
Vacant	NH1													
Yvette Hernandez S/B Seated 11/09	NH2	E	X	X	X	X	X	X	U	X				
Erika Contreras Seated 06/10	NV								X	X				
Vacant	PA													
Katherine Yaipen-Faulter S/B Seated 11/09	PP	E	X	X	X	X	X	E	X	X				
Zakkiyyah Spikes Seated 04/10	SF						X	X	U	X				
Kareme Wilsom Seated 05/10	SN							X	U	U				
Dina Patterson Seated 11/09	SP	X	X	X	U	X	X	X	X	X				
Vacant	V													
Laura Meza Seated 11/09	WG	X	E	X	X	X	X	X	X	X				
Lacy Berry Seated 04/10	WP						X	X	E	X				
Vacant	FPR													
Vacant	GPR													
Troy Luna Seated 04/10	MIR						X	X	E	E				
Kiesha Spriggs Seated 11/09	PPR	X	X	X	X	X	X	X	X	X				
Jeanine Vandermolen Seated 11/09	PPR	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 263-4082; and
3. Third, please call the PAC Chair, Ms. Jeanine Vandermolen, at 837-1176, or the PAC Clerk, Ms. Lori Black, at 263-4068

PARENT ADVISORY COMMITTEE - MEETING ATTENDANCE UPDATE
PROGRAM YEAR 2008-2009
(Continued)

Head Start Center Abbreviations

AP:	Auberry Park	LAR:	La Riviera
BC:	Bannon Creek	LVS:	LaVerne Stewart
BLC:	Broadway Early Learning Center	M:	Mather
CR:	Crossroads Garden	MCBB:	Marie Cleveland Bright Beginnings
CW:	Countrywood	NJ:	Norma Johnson
EHS:	Early Head Start	NC:	Nedra Court
FM:	Florin Meadows	NH1:	New Helvetia 1
FP:	Freedom Park	NH2:	New Helvetia 2
FT:	Fruitridge	NV:	Northview
G:	Galt	PA:	Parker Avenue
GH:	Grizzly Hollow	PP:	Phoenix Park
GSC:	Grant Skills Center	SF:	Solid Foundation
H:	Hillsdale	SN:	Sharon Neese
HB:	Home Based	SP:	Strizek Park
HP:	Hopkins Park	V:	Vineland
IC:	Illa Collin	WG:	Walnut Grove
JC:	Job Corps	WP:	Whispering Pines
K:	Kennedy Estates		

Representative Abbreviations

FPR:	Foster Parent Representative
GPR:	Grandparent Representative
MIR:	Male Involvement Representative
OGC:	Out Going Chair
PPR:	Past Parent Representative

Attendance Record Abbreviations

X:	Present
E:	Excused
AP:	Alternate Present
AE:	Alternate Excused
U:	Unexcused
PAC:	Parent Advisory Committee
R:	Resigned

ITEM II-A – CONSENT

APPROVAL OF MINUTES FOR PAC REGULAR MEETING JULY 27, 2010

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review and approve the minutes of the PAC Regular Meeting of July 27, 2010.

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

REGULAR MEETING OF THE HEAD START PARENT ADVISORY COMMITTEE

MINUTES/SYNOPSIS

SETA Boardroom
925 Del Paso Blvd.
Sacramento, CA 95815

July 27, 2010
9:00 a.m.

I. Welcome

A. Call to Order/Roll Call

Ms. Jeanine Vandermolten called the meeting to order at 9:10 a.m. The Thought for the Day was read by Ms. Mary Brown. The Pledge of Allegiance was recited. Roll was called; a quorum confirmed.

Members Present:

Zenobia Prothro
Mukeya Richardson (10:04 arrival)
Lashonda Tablit
Luis Ramos (9:14 arrival)
Tamara Knox
Kelly Martin
David Quintero
Mary Brown
Victor Goodwin (9:14 arrival)
Yvette Hernandez (9:22 arrival)
Lacy Berry (9:18 arrival)
Kiesha Spriggs (9:20 arrival)
Connie Wallace
Erika Contreas
Katherine Yaipen-Faulter
Zakkiyyah Spikes
Dina Patterson
Laura Meza
Jeanine Vandermolten

Members Absent:

Eva Borja (U)
Charity Achusim (U)
Michelle Burgess (E)
Kareme Wilson (U)
Troy Luna (E)

B. PAC Meeting Attendance Update

Ms. Vandermolten read the Attendance Update requirements for absences.

II. Consent Item

A. Approval of Minutes for PAC Meeting June 22, 2010

Motion by Mr. Victor Goodwin, seconded by Ms. Zenobia Prothro, to approve the minutes. No discussion.

Ayes, 14. Nays, 0. Abstentions, 1 (Ms. Vandermolten). (Second vote yielded same result.) Motion carried.

III. Action Items – No Items.

IV. Information Items

A. Standing Information

➤ Introduction of Newly Seated Representatives – No new Representatives.

Parent/Family Support Unit Calendar of Events/PC/PAC Calendar of Events – Ms. Jeanine Vandermolten – Reports attached. There was a change of date for the Executive Committee meeting; the actual date is Thursday, August 26th, 9:00 a.m., Shasta Room.

- Parent/Staff Recognitions – Ms. Jeanine Vandermolten acknowledged everyone with birthdays in the past month and month to come. Birthday celebration cake was offered after the meeting.
- Fiscal Monthly Report/Corporate Card Monthly Statement of Account – Mr. Roger Bartlett reported that the SETA Operated Program total year to date through June 30th is running at about 86 percent of the budget; we would expect to be at about 91.6 percent. Since the attached report was prepared, SETA has increased expenditures about \$600,000 in salaries, and also made two payments on the modular unit at Bannon Creek - about \$300,000 on equipment. Both were PAC-approved budget modifications that were sent to ACF and are awaiting approval. Plans are being made to spend the rest between now and July 30th so no money will have to be returned to ACF.

The ARRA COLA is 99.8 percent spent; 100 percent must be spent by June 30th. 100 percent of the ARRA QI must be spent by July 31st (currently at 71.17 percent); Personnel expenses will bring that expenditure up. The Head Start Expansion grant runs through September 29th, 2010. SETA is under spent in the Early Head Start Expansion grant, which runs through September 30th; SETA is looking for expenses to transfer into that fund. The Corporate Credit Card amount is small in June because SETA didn't pay the Kaiser bill, which is usually about \$100,000-plus each month.

Mr. Goodwin asked if the modulares (at Bannon Creek) have been taken care of. Mr. Bartlett answered that it is being put in place today. SETA just received tentative soil sample results indicate that there are no problems with the soil. SETA has signed the contract to acquire the modular; the company will begin to manufacture offsite. SETA will make progress payments and will probably have to request a rollover of funds, as some funds may not be spent by October 29th.

- SETA Operated Program Monthly Enrollment/ADA Report/ SOP Enrollment Report for School Year 2009-2010 (June) – Reports attached. Contact Ms. Elsie Bowers at 263-3920 with any questions.

(Ms. Lacy Berry arrived at 9:18 a.m. Ms. Kiesha Spriggs arrived at 9:20 a.m. Ms. Yvette Hernandez arrived at 9:22 a.m.)

- Child Care Center Food Menu (Attached). Ms. Brown reported that last month eleven PAC Representatives indicated that they were in disagreement with a new food services policy that disallows bringing in outside food. Although Ms. Brenda Campos invited the parents to attend a meeting to discuss new food policies, out of the eleven parents, she was the only one who showed up to the meeting. Ms. Brown learned at the meeting that, in addition to being an educational agency, SETA is a health agency. After meeting with the nutritionists, and being made aware of different food allergies, she now agrees with the policy of not bringing in outside food into the centers. SETA has never had a problem with anaphylactic

shock. (This policy will be affective) only during center hours. Ms. Brown advised the parents that when invited to attend meetings to give input, they should attend.

- PC/PAC Joint Parent Activity (see attached flyer) - Friday 8/13. Parents will meet at SETA at 7:30 a.m., then ride the light rail Downtown to tour the Capitol and the California Museum of History, Women in the Arts, have lunch at Subway, then there will be an optional tour of the Cathedral of the Blessed Sacrament. A signup sheet was distributed.
- PC/PAC Orientation II, Tuesday, August 3, 2010; Registration at 8:30 a.m., Orientation from 9:00 a.m.-12:30 p.m., in the SETA Boardroom. This training is for new Representatives, and also for Representatives who attended the first Orientation, but want to brush up or encourage new Representatives. All Representatives who did not attend the first Orientation need to sign up and attend.
- Community Resources – PAC Representatives/Staff – Ms. Vandermolten shared that she is an artist, and Ms. Tamara Knox is a photographer. Ms. Vandermolten has a show Friday, August 13th, 4-7 p.m., at The Mix, and also on second Saturday at 18th and “L” Streets, behind the L Wine Lounge. Ms. Knox will be showing every second Saturday at Cuilla Brothers Auto Body, 2413 “J” Street, 5-6 p.m. to 9:00 p.m. Events are free. Mr. Goodwin shared that Second Saturdays held Downtown are family-oriented, with music and opportunities to view and purchase art.

- B. Sacramento Habitat for Humanity (SHFH) Presentation – Ms. Ashley Tully shared information and explained the eligibility criteria for SHFH’s affordable home ownership program, which serves low-income families. (Information distributed.) There is no waitlist. She asked the PAC Board to be an internal advocate and make sure parents at every center receive a flyer and are aware of the program. This program offers no interest mortgage for new homes in redevelopment areas of Sacramento, requiring 500 hours of “sweat equity” with home building, or other labor in some cases. Three qualifying factors must be met: 1) need for shelter; 2) overcrowded (substandard, unsafe, paying more than 50 percent on housing; and 3) be 30-50 percent of Sacramento’s median income.
- C. Soil Born Farms Community Partner Recognition – Tabled until next month.
- D. Governing Board Minutes of June 3, 2010 – Attached.

V. **Committee Reports**

- ✓ Executive Committee report read by Ms. Zenobia Prothro.
- ✓ Budget/Planning Committee report given by Ms. Brown. Because the Chair noticed that, by Ms. Lacy Berry being on the committee, and Whispering Pines being one of the ARRA-funded centers, there is now an additional thousand dollars to spend on the parent recognition. She thanked Ms. Berry for being in attendance. Ms. Vandermolten reminded the Board that it is good to attend the meetings because they never know how they can help the Board and the children.
- ✓ Personnel/Bylaws Committee – Ms. Katherine Yaipen-Faulter reported that if anyone has Bylaws modifications they must submit them to Ms. Marie Desha,

Ms. Vandermolen or a Committee Member; this is the last time to do it. Ms. Desha has Bylaws if any member needs them.

- ✓ Social/Hospitality Committee – Ms. Vandermolen reported that the Committee has been researching sites for the End of Year Parent Appreciation celebration. Because previously suggested locations were found to be undesirable, the Committee is re-submitting ideas for possible locations. Bring information/presentations to the next meeting, Wednesday, August 4th, 1 p.m. The Committee is looking for a nice location to have a luncheon or dinner. Information to be provided must include details on parking, seating capacity, menu, cost of menu, table clothes, and podiums. The Committee would like the location to be nice enough to reflect a semi-formal event.
- ✓ Early Childhood Development and Health Services Committee and Parent/Family Support Committee (AKA Child Safety Committee)/ Emergency Preparedness for Families (Subcommittee) – No report.
- ✓ Monitoring and Evaluation Committee (AKA Self-Assessment Committee) – Ms. Brown reported that there were only three parents that showed up to the meeting. She encouraged parents to attend future meetings; they will learn a lot, and questions are welcomed.

The meeting focused on the Quality Assurance review. Ms. Melanie Nicolas outlined the past year's process in monitoring, which incorporated the Head Start standards, state requirements, and USDA and state child care licensing requirements. The strengths found from the Self Assessment review were that the SETA Head Start program is meeting the Performance Standards, staff and parent relationships are strong, community partnerships for centers are strong, there is regular and ongoing staff development for new and current staff, the Early Head Start centers with children with disabilities have developed strong community collaborations, and staff and parents are working hard to develop a strong program. Areas of improvement are the full-time programs have more challenges than the part-time programs in self monitoring, staff and parent complaints, doing (children's) file monitoring, and documentation of professional development opportunities and training was lacking.

- ✓ Male Involvement Committee – Ms. Dina Patterson reported that the Committee is in the process of putting together a CAMP newsletter. One problem at the meetings is not enough people are showing up. The Committee needs full attendance (a quorum) to pass (approve) such items as the newsletter. Every center has the opportunity to plan a center Daddy and Me event; parents are encouraged to take advantage of the opportunity. Mr. Bob Silva can go out to the centers and talk to the fathers (and mothers). He would also like to do some focus groups at the centers. Mr. Silva is very knowledgeable and can help parents with legal issues and referrals, etc. Parents were encouraged to attend every one of the subcommittee meetings in order to get the things parents want.

Ms. Kelly Martin shared that because there were not enough attendees at the Male Involvement Committee meeting, they are not having the event planned for August 7th at Granite Park. Ms. Brown shared that it is not necessary to have a quorum at the (sub) committee meetings, that the attendees present can make decisions. Ms. Vandermolen confirmed that a quorum is not necessary.

Ms. Vandermolén announced that the monitoring report will be distributed at the next meeting.

(Ms. Mukeya Richardson arrived at 10:01 a.m.)

- ✓ Community Partnerships Advisory Committee (CPAC) – No recent meetings. The next meeting is to be announced.
- ✓ Health Services Advisory Committee (HSAC) – No recent meetings. The next meeting is to be announced.

VI. Other Reports

- Chair's Report - Ms. Vandermolén – After monitoring meeting Ms. Nicolas shared on the parent educator program, in which parents would receive free training, become parent educators, and parents could receive a stipend. There were three parents she identified for the program: Ms. Zenobia Prothro, Ms. Katherine Yaipen-Faulter, and Islah (Islah Barney, Alternate, LaRiviera). Call Ms. Nicolas at 263-3736 for more information or questions.

First 5 Sacramento is offering community grants up to \$5,000 to small groups of parents or caregivers to provide activities that benefit children age five and under, such as parent networks, playgroups, art and reading activities, or neighborhood meet-ups. Parents must write their own grant, including the plan of activities and costs. Flyers were distributed in English to all Representatives; a Spanish version was provided to some Representatives.

- Policy Council Report(s) – Ms. Yaipen-Faulter reported that at the last meeting they encouraged other parents to participate. The fiscal budget was reviewed. Ms. Vandermolén shared that the PC voted on the same budget as the PAC; the only difference was the PC elected a Secretary, Ms. Coventry St. Mary.

(Ms. Prothro left the meeting at 10:10 a.m.)

- Head Start Deputy Director's Monthly Report – Ms. Denise Lee
 - ✓ Monthly Head Start Reports were distributed. Management and other staff were sent to San Jose for the Health Institute today with the hopes that they would be updated by Ms. Yvette Sanchez Fuentes, Director of the Office of Head Start, on what is going on in Washington. Unfortunately, Ms. Fuentes could not attend the Institute. Ms. Lee encouraged Representatives to write their congress to encourage them to vote in favor of keeping continued funding in Head Start/Early Head Start Expansion. Ms. Lee can give Representatives contact information.

The Delegates for the most part are closed this summer and have no reports. The Center of Praise center announced that due to growing needs in the church they want their center back. SETA has utilized the facility since 1999 and, sadly, will vacate the property by October 1st. They are looking to relocate to either Mather, LaRiviera, or Bright Beginnings. Options are open in the East, South and North Areas of Sacramento. The Board was asked to share ideas if they have any.

The Board was invited to go by and see the progression of the modular installation at Bannon Creek. SETA can move forward with breaking ground at Bright

Beginnings, since soil samples came back clean. SETA will request rollover funds from the Office of Head Start because funds won't be spent in time. Bannon Creek children will pick up services at Sharon Neese, and some will go into Home Based Option.

Parents were asked to help ensure classrooms are fully enrolled by spreading the word to friends and neighbors that the SETA Head Start program is still enrolling and open for the summer. By calling 263-3804, interested parents can find out what center is closest for them to enroll. Full enrollment is critical, especially in summer months. Because SETA reports to the federal government attendance and enrollment monthly, with three straight months of under-enrollment, SETA can be placed on affective point of action, which could put SETA at risk for applying for additional future funding, additional slots, or maintaining the ones it has.

Every three years the federal government sends a team of individuals out to do a review of Head Start centers, parents, files, and staff to check for systems in place which prove SETA does what it is being paid to do. Normally 30-day notification is provided. An unannounced visit is a little chaotic and unusual, but that is the way that the federal government has decided doing the next review. SETA is providing feedback to the government that this is not in the best interest of Head Start children, families and staff (Delegates and SOP), and is asking for advance notice, not because it is afraid of an unannounced visit, but out of respect for parent boards, the Governing Board, center parents, and staff. SETA is asking for advance notice which will allow time to prepare for an interview, etc. SETA will keep the Board posted on the outcome of the request letter.

Ms. Brown asked if SETA has checked out the Folsom/Cordova School District for renting out schools. Ms. Lee answered that SETA is trying to stay out of other school districts that its Delegate Agencies are in to keep from monopolizing areas; unless Delegates have a very long wait list.

Ms. Brown commented that in the Monthly Head Start Report, the PC and PAC are requested to inform friends/neighbors that SETA is accepting enrollment applications, and they can call SETA for center nearest them. She asked if parents no longer have to go through CEL (Centralized Eligibility List), but can call the Administration Office to be enrolled directly. Ms. Lee answered that the CEL is required for the full-day State CDE programs only; part-day does not have to go on the CEL. Parents can call 263-3804, give their zip code and be informed of the center(s) closest to them to call and get on their wait list or set up enrollment. Wait lists can be exhausted very quickly if parents cannot be contacted or do not keep their enrollment appointments.

Whispering Pines will continue to operate under ARRA Expansion funds for another year. Although there was a fire adjacent to the building, the Early Learning Center received no damage. The center closed for one day and was back in operation the next. There are currently enrollment opportunities at Whispering Pines (South Area). Ms. Yaipen-Faulter commented that she was on the wait list and calling constantly for more than 2 ½ years. She finally had to knock on the office door to be pulled off the list. She asked that, since the CEL is only for full-day, if there is a way parents can be enrolled without having to wait two years. Ms. Lee clarified that CEL is a wait list for the entire county, including full-day, part-

day, family care, Head Start, school districts, etc. Getting on the CEL provides more enrollment opportunities. However, for SOP not every family has to go on the CEL for SETA to enroll them, e.g., part-day.

The Board was asked to go back to the center and make parents understand this program is not babysitting, but education, health, and school readiness; to prepare Early Head Start infant/toddlers for Head Start preschool and Head Start preschoolers for kindergarten.

Because of funding and there being 63 other Head Start/Early Head Start centers in that part of town, Florin Meadows was slated to close 1 ½ years ago. Due to receipt of ARRA Expansion and Quality Improvement funds it is being kept open for another year. It would not be a good substitute for Center of Praise for Center of Praise because the play yard won't qualify 60 children for licensing. Florin Meadows will close in October.

VII. Center Updates

Mr. Goodwin shared that Friday his daughter is having promotion/graduation at William Land Park. She will be going into Kindergarten this fall. Per her teacher, she is one of the top students in the class, and he is very proud. He is happy to have been a part of Head Start and hopes to continue community work.

Ms. Yaipen-Faulter shared that Phoenix Park had a graduation last Friday. They are trying to get a small group to do something with a nutritionist to educate families on healthy habits.

Ms. Brown shared that La Riveria had 22 students promoted last Friday. Her four-year-old began the program by asking everybody to stand while she recited the Pledge of Allegiance. Ms. Brown was very proud that she knew the Pledge. Reciting the Pledge of Allegiance was discussed. Parents can teach their children at home. Parents can encourage teachers to teach it at the centers, but it is not mandatory for them to do so. Ms. Mukeya Richardson asked how children in the EHS/Home Base program can participate in promotion ceremonies. Ms. Lee suggested recommending a promotion activity at the end of year celebration, or ask the Home Visitor if they could be planned with the Socializations. Ms. Lee will check with Ms. Sudhira Mahajan and e-mail Ms. Richardson.

Ms. Zakkiyah Spikes shared that two weeks ago Solid Foundation had their promotion graduation celebration, and the children went to the zoo. Friday they went to the Strikes, a bowling alley in Elk Grove.

Mr. Goodwin shared that his daughter participated in the Girls' Self Esteem Program, founded by the Father's Resource Center, where little girls learn from older women how to be a little lady. His four-year-old participated in the graduation/pageant and won, beating out all 4- to 12-year-old participants, in grand overall talent. She choreographed her own routine by watching the Michael Jackson *Bad* video. He will e-mail everybody a copy of the video once he gets his copy.

Ms. Yvette Hernandez shared that New Helvetia 2 had had their last potluck where they could bring in outside food. She had the barbeque tri tip she was looking forward to.

VIII. Discussion

Mr. Luis Ramos shared that the nutritionist (Health/Nutrition Specialist) Kory Annonio went to Galt a couple of months ago. Parents there are Spanish speaking, and there were difficulties with translations. Parents had him there for about 3 hours, for training that usually lasts 30 minutes. They asked a lot of questions and were very interested in learning about healthy eating habits. He encouraged parents to have their sites take advantage of SETA's nutritionist/food educators.

IX. Public Participation

No cards received.

Ms. Lee shared that staff noticed one of the centers had a sign posted that asked for families to bring in items like plates, cups, etc. This program pays for everything needed to run the program and shouldn't ask parents to bring in anything paid for with parents' own funds. She asked parents to let her know if their center is asking donations of any kind. SETA will make sure the children have everything they need.

Ms. Brown asked how parents should handle it if a center makes such request. Ms. Lee advised that if centers are asking for free and found things for an art activity, e.g., empty toilet paper rolls, that is fine; but not full paper rolls, cups, plates, etc. If they ask you to bring in free and found stuff for an art activity, fine. Not full plates, rolls, cups, etc. Parents can remain anonymous, but should inform Ms. Marie Desha, Ms. Jeanine Vandermolen, or Ms. Denise Lee. Potlucks are voluntary, but parents should not be asked to bring in eating utensils, etc.

X. Adjournment

10:54 a.m.

ITEM IV-A – INFORMATION

STANDING INFORMATION

BACKGROUND:

This agenda item provides an opportunity for information to be shared on the following:

- Introduction of Newly Seated Representatives
- Parent/Family Support Unit Calendar of Events – Ms. Jeanine Vandermolen
- PC/PAC Calendar of Events – Ms. Jeanine Vandermolen
- Parent/Staff Recognitions - Mr. Jose Diaz and the SETA Head Start Facility Department – Ms. Jeanine Vandermolen/Ms. Denise Lee
- Fiscal Monthly Report/Corporate Card Monthly Statement of Account – Mr. Roger Bartlett
- SETA Operated Program Monthly Enrollment/ADA Report (June) – Ms. Elsie Bowers
 - ✓ SOP Enrollment Report for School Year 2009-2010 (July)
- Child Care Center Food Menu (Attached)
- PC/PAC Joint Parent Activity
- PC/PAC Orientation II Report
- Community Resources – PAC Representatives/Staff – First 5 Sacramento Community Grants and Health Education Council (HEC) Parent Education Program – Ms. Jeanine Vandermolen/Ms. Melanie Nicolas

NOTES:

CALENDAR OF EVENTS
PARENT/FAMILY SUPPORT UNIT

EVENT

DATE

Male Involvement Committee Meeting	August 27, 2010 11:00 a.m. 925 Del Paso Blvd. Sequoia Room

PC/PAC CALENDAR OF EVENTS

<u>EVENT</u>	<u>DATE</u>
PAC Executive Committee Meeting	Thursday, August 26, 2010 9:00 a.m. 925 Del Paso Blvd. Shasta Room
PC/PAC Personnel/Bylaws Committee Meeting	Thursday, August 26, 2010 10:00 a.m. 925 Del Paso Blvd. Shasta Room
Male Involvement Committee Meeting	August 27, 2010 11:00 a.m. 925 Del Paso Blvd. Sequoia Room
Social/Hospitality Committee Meeting	September 1, 2010 1:00 p.m. 925 Del Paso Blvd. Olympus Room
PC Executive Committee Meeting	Thursday, September 2, 2010 9:00 a.m. 925 Del Paso Blvd. Olympus Room
PAC Food Services Committee Meeting	Thursday, September 9, 2010 9:00 a.m. 925 Del Paso Blvd. Oak Room
CPAC Meeting	Thursday, September 23, 2010 9:00 a.m. 925 Del Paso Blvd. Sequoia Room
PAC Executive Committee Meeting	Thursday, September 23, 2010 9:00 a.m. 925 Del Paso Blvd. Olympus Room
PC/PAC Personnel/Bylaws Committee Meeting	Thursday, September 30, 2010 10:00 a.m. 925 Del Paso Blvd. Olympus Room

PC/PAC CALENDAR OF EVENTS

EVENT

DATE

PC Executive Committee Meeting	Thursday, October 7, 2010 9:00 a.m. 925 Del Paso Blvd. Olympus Room

SETA OPERATED PROGRAM MONTHLY ENROLLMENT/ADA REPORT FOR JUNE 2010

TRACK I

Standard Option - Up to 6 hours/day, 5 days/week						
Center Name	Annual Funded Enrollment	Current Funded Enrollment	Current Enrollment	Total Days	ADA	%ADA
Auberry Park	40	20	11	22	18	90%
Bannon Creek	80	40	30	22	34	85%
Center of Praise	40	20	17	22	17	85%
Country Woods	80	40	38	22	38	95%
Florin Meadows	40	20	16	22	16	80%
Freedom Park	120	60	54	22	54	90%
Fruitridge	80	40	37	22	38	95%
Galt	120	60	57	22	59	98%
Grant Skills	80	40	32	22	34	85%
Grizzly Hollow	40	20	20	22	20	100%
Hillsdale	80	40	32	22	33	83%
Hopkins Park	80	40	35	22	38	95%
Kennedy Estates	40	20	19	21	19	95%
LaVerne Stewart	40	20	16	22	16	80%
Mather	40	20	18	22	18	90%
Nedra Court	80	40	35	22	37	93%
New Helvetia II	40	20	17	22	16	80%
Northview	40	20	18	22	20	100%
Solid Foundation	40	20	20	22	20	100%
Strizek Park	40	20	12	22	18	90%
Vineland	40	20	20	22	20	100%
Walnut Grove	40	20	20	22	20	100%
TOTAL	1320	660	574	Varied	603	91%

Full Day Option - More than 6 hours/day, 5 days/week						
Center Name	Annual Funded Enrollment	Current Funded Enrollment	Current Enrollment	Total Days	ADA	%ADA
Broadway	40	20	14	22	18	90%
Crossroad Gardens	40	20	20	22	19	95%
Illa Collin	40	20	17	21	18	90%
Job Corp	40	20	18	22	15	75%
La Riviera	40	20	22	22	20	100%
Mather	40	20	17	22	20	100%
Norma Johnson	40	20	20	22	18	90%
Northview	40	20	20	22	20	100%
Phoenix Park	40	20	20	22	18	90%
Sharon Neese	40	20	20	22	19	95%
TOTAL	400	200	188	Varied	185	93%

Home Base Option						
Center	Annual Funded Enrollment	Current Funded Enrollment	Current Enrollment	Weekly Home Visits		
Home Base	60	30	33	17	35	15
TOTAL	60	30	33	0	0	15

Therapeutic Pre-School Option - Up to 4 hours/day, 4 days/week						
Center Name	Funded Enrollment	Current Enrollment	Total Days	ADA	% ADA	
Crossroad	10	9	18	9	90%	
Sharon Neese	10	7	18	7	70%	
TOTAL	20	16	Varied	16	80%	

SETA OPERATED PROGRAM MONTHLY ENROLLMENT/ADA REPORT FOR JUNE 2010

TRACK III

Standard Option - Up to 6 hours/day, 5 days/week						Full Day Option - More than 6 hours/day, 5 days/week					
Center Name	Funded Enrollment	Current Enrollment	Total Days	ADA	% ADA	Center Name	Funded Enrollment	Current Enrollment	Total Days	ADA	% ADA
Auberry Park	20	15	22	18	90%	Bannon Creek	20	15	22	18	90%
Bright Beginnings	80	65	22	70	88%	Broadway	20	15	16	15	75%
Center of Praise	20	17	22	18	90%	Center of Praise	20	17	22	17	85%
Country Woods	40	33	22	37	93%	Crossroad Gardens	20	21	22	21	105%
Florin Meadows	20	20	22	19	95%	Freedom Park	40	39	22	36	90%
Freedom Park	20	18	22	19	95%	Fruitridge	20	17	22	18	90%
Galt	60	56	22	56	93%	Grant Skills	20	16	22	16	80%
Grant Skills	40	36	22	37	93%	Hillsdale	40	21	22	23	58%
Grizzly Hollow	20	18	22	20	100%	La Riviera	20	20	22	18	90%
Hillsdale	40	31	22	34	85%	Mather	20	17	22	18	90%
Hopkins Park	40	36	22	37	93%	Norma Johnson	20	22	22	20	100%
Kennedy Estates	20	16	21	16	80%	Northview	20	17	22	17	85%
LaVerne Stewart	20	20	22	20	100%	Phoenix Park	20	20	22	19	95%
Mather	20	19	22	19	95%	Sharon Neese	20	19	22	16	80%
Nedra Court	20	19	22	19	95%	TOTAL	320	276	302	272	85%
New Helvetia II	20	20	22	18	90%	Home Base Option					
Northview	20	17	22	18	90%	Center Name	Funded Enrollment	Current Enrollment	Weekly Home Visits	Socializations	
Solid Foundation	40	37	22	36	90%	Home Base	30	23	12 12 14 13 17	2	
Strizek Park	20	13	22	18	90%						
Vineland	20	19	22	19	95%						
Walnut Grove	20	19	22	19	95%						
TOTAL	620	544	Varied	567	91%						

SETA OPERATED PROGRAM MONTHLY ENROLLMENT/ADA REPORT FOR JUNE 2010

TRACK V

Extended Option - Up to 6 hours/day, 5 days/week					
Center Name	Funded Enrollment	Current Enrollment	Total Days	ADA	% ADA
Parker	12	10	20	10	83%
TOTAL	12	10	Varied	10	83%

AARA Expansion- Up to 4 hours/day, 5 days/week					
Center Name	Funded Enrollment	Current Enrollment	Total Days	ADA	% ADA
Whispering Pines	20	11	22	11	55%
TOTAL	20	11	Varied	11	55%

Early Head Start - Center Base Option					
Center Name	Funded Enrollment	Current Enrollment	Total Days	ADA	% ADA
Crossroad Gardens	8	8	22	8	100%
Grizzly Hollow	8	8	22	8	100%
Job Corp	16	13	22	13	81%
La Riviera	16	14	22	13	81%
Mather	8	7	22	7	88%
New Helvetia I	16	14	22	13	81%
Norma Johnson	8	8	22	7	88%
Northview	8	7	22	6	75%
Phoenix Park	8	8	22	7	88%
Sharon Neese ELC	8	7	22	5	63%
TOTAL	104	94	Varied	87	84%

Early Head Start - Home Base Option								
Center	Funded Enrollment	Current Enrollment	Weekly Home Visits				Socializations	
Home Base	109	105	42	47	72	70	65	2
TOTAL	109	105	42	47	72	70	65	2

AARA EHS Expansion- Home Base Option								
Center	Funded Enrollment	Current Enrollment	Weekly Home Visits				Socializations	
EHS SOP	36	33	19	22	21	26	13	2
River Oak	60	60	35	34	37	35	24	2
SCOE	36	34	18	26	23	27	26	2
TOTAL	132	127	72	82	81	88	63	6

Head Start - Home Base Option								
Center	Funded Enrollment	Current Enrollment	Weekly Home Visits				Socializations	
Home Base	12	12	6	10	7	9	6	3
TOTAL	12	12	6	10	7	9	6	3

SOP ENROLLMENT REPORT FOR SCHOOL YEAR 2009-2010

Site	Loc Id	Track II	# Enrolled 7/30/10	# Present 7/30/10	# Absent 7/30/10	# Term W/I 30 days
Off Track		1				
Off Track		2				
Off Track		3				
Auberry Park	1238A	2	9	5	4	6
Auberry Park	1238B	3	11	7	4	7
Bannon Creek	1200A	2	8	7	1	7
Bannon Creek	1200B	2	5	3	2	13
Bannon Creek	1200X	3	18	16	2	
Bright Beginnings	1201A	3	10	5	5	9
Bright Beginnings	1201B	3	9	6	3	8
Bright Beginnings	1201C	3	9	7	2	10
Bright Beginnings	1201D	3	10	3	7	7
Broadway ELC	1246R	3	18	15	3	
Broadway ELC	1246X	2	19	11	8	
Center of Praise	1222A	3	15	8	7	4
Center of Praise	1222B	2	16	10	6	2
Center of Praise	1222X	3	19	7	12	1
Country Woods	1245A	3	18	6	12	
Country Woods	1245B	2	10	7	3	9
Country Woods	1245C	3	14	5	9	2
Country Woods	1245D	2	16	9	7	1
Crossroad Gardens	1242P	2	6	4	2	
Crossroad Gardens	1242R	3	17	12	5	3
Crossroad Gardens	1242U	EHS	7	5	2	1
Crossroad Gardens	1242X	2	18	12	6	
EHS-HB OPTION	1230B	EHS	11	7	4	
EHS-HB OPTION	1230C	EHS	12	12	0	
EHS-HB OPTION	1230D	EHS	13	7	5	
EHS-HB OPTION	1230E	EHS	13	11	2	
EHS-HB OPTION	1230F	EHS	6	7	1	3
EHS-HB OPTION	1230G	EHS	10	10	0	1
EHS-HB OPTION	1230H	EHS	12	6	6	
EHS-HB OPTION	1230I	EHS	11	0	0	1
EHS-HB OPTION	1230J	EHS	11	7	4	
EHS-HB OPTION	1230K	EHS	10	4	4	1
EHS-HB OPTION***	1230L	EHS	10	7	3	2
EHS-HB OPTION***	1230M	EHS	11	2	1	
EHS-HB OPTION***	1230N	EHS	13	7	2	
Florin Meadows	1251A	3	17	13	4	3
Florin Meadows	1251B	2	13	9	4	2

SOP ENROLLMENT REPORT FOR SCHOOL YEAR 2009-2010

Site	Loc Id	Track II	# Enrolled 7/30/10	# Present 7/30/10	# Absent 7/30/10	# Term W/I 30 days
Freedom Park	1239A	2	18	16	2	2
Freedom Park	1239B	3	14	7	7	6
Freedom Park	1239C	2	13	9	4	7
Freedom Park	1239D	2	12	8	4	4
Freedom Park	1239R	3	16	10	6	4
Freedom Park	1239X	3	20	17	3	1
Fruitridge	1216A	2	14	5	9	6
Fruitridge	1216B	2	16	12	4	3
Fruitridge	1216X	3	12	7	5	6
Galt	1234A	3	12	9	3	8
Galt	1234B	3	19	11	8	1
Galt	1234C	2	13	5	8	6
Galt	1234D	2	17	9	8	2
Galt	1234E	2	8	8	0	12
Galt	1234F	3	20	12	8	
Grant Skills	1217A	2	11	7	4	3
Grant Skills	1217B	3	15	11	4	4
Grant Skills	1217C	2	13	10	3	6
Grant Skills	1217D	2	19	15	4	
Grant Skills	1217X	3	15	13	2	
Grizzly Hollow	1252A	3	20	15	5	
Grizzly Hollow	1252B	2	18	12	6	
Grizzly Hollow	1252U	EHS	7	6	1	1
Hillsdale	1228A	3	17	7	10	3
Hillsdale	1228B	3	18	13	5	1
Hillsdale	1228C	2	19	8	11	1
Hillsdale	1228D	2	16	11	5	4
Hillsdale	1228R	3	10	7	3	2
Hillsdale	1228X	3	13	11	2	1
Home Base Option	1213A	3	12	12	0	
Home Base Option	1213B	5	11	7	3	1
Home Base Option	1213C	3	6	7	0	2
Home Base Option	1213D	2	8	7	0	4
Home Base Option	1213E	2	11	9	1	
Home Base Option	1213F	2	9	5	5	3

SOP ENROLLMENT REPORT FOR SCHOOL YEAR 2009-2010

Site	Loc Id	Track II	# Enrolled 7/30/10	# Present 7/30/10	# Absent 7/30/10	# Term W/I 30 days
Hopkins Park	1253A	3	11	5	6	5
Hopkins Park	1253B	2	14	13	1	3
Hopkins Park	1253C	3	14	10	4	2
Hopkins Park	1253D	2	20	11	9	
Illa Collin ELC	1221X	3	16	12	4	1
Job Corp	1237M	EHS	8	7	1	
Job Corp	1237U	EHS	6	4	2	2
Job Corp	1237X	2	17	13	4	3
Kennedy Estates	1240A	3	12	11	1	2
Kennedy Estates	1240B	2	17	12	5	3
La Riviera	1241M	EHS	7	6	1	
La Riviera	1241R	3	18	10	8	2
La Riviera	1241U	EHS	7	3	4	
La Riviera	1241X	2	19	13	6	2
La Verne Stewart	1219A	3	19	19	0	1
La Verne Stewart	1219B	2	14	12	2	2
Mather	1223A	2	18	11	7	2
Mather	1223B	3	15	11	4	4
Mather	1223R	3	16	14	2	1
Mather	1223U	EHS	7	6	1	1
Mather	1223X	2	17	11	6	
Nedra Court	1244A	2	19	17	2	1
Nedra Court	1244B	2	16	12	4	1
Nedra Court	1244C	3	14	11	3	5
New Helvetia I-EHS	1212U	EHS	15	12	3	1
New Helvetia II-HS	1247A	2	18	9	9	2
New Helvetia II-HS	1247B	3	18	15	3	2
Norma Johnson ELC	1214R	3	18	16	2	3
Norma Johnson ELC	1214U	EHS	6	6	0	2
Norma Johnson ELC	1214X	2	15	12	3	5
Northview	1224A	3	15	7	8	5
Northview	1224B	2	19	12	7	1
Northview	1224R	3	19	18	1	1
Northview	1224U	EHS	7	4	3	1
Northview	1224X	2	20	14	6	
Parker Avenue	1207E	5	10	9	1	4

SOP ENROLLMENT REPORT FOR SCHOOL YEAR 2009-2010

Site	Loc Id	Track II	# Enrolled 7/30/10	# Present 7/30/10	# Absent 7/30/10	# Term W/I 30 days
Phoenix Park	1248R	3	18	11	7	2
Phoenix Park	1248U	EHS	8	7	1	
Phoenix Park	1248X	2	18	13	5	2
River Oak EHS HB***	1280A	EHS	12	6	3	
River Oak EHS HB***	1280B	EHS	10	11	2	2
River Oak EHS HB***	1280C	EHS	11	10	1	1
River Oak EHS HB***	1280D	EHS	13	5	7	
River Oak EHS HB***	1280E	EHS	14	8	0	
SCOE EHS HB***	1281A	EHS	12	11	1	
SCOE EHS HB***	1281B	EHS	9	2	7	3
SCOE EHS HB***	1281C	EHS	11	11	0	1
Sharon Neese ELC	1249P	2	0	0	0	7
Sharon Neese ELC	1249R	2	16	9	7	4
Sharon Neese ELC	1249U	EHS	7	3	4	
Sharon Neese ELC	1249X	3	17	7	10	3
Solid Foundation	1254A	3	16	8	8	4
Solid Foundation	1254B	2	19	17	2	1
Solid Foundation	1254C	3	17	7	10	3
Strizek Park	1225A	3	12	11	1	3
Strizek Park	1225B	2	10	7	3	6
Vineland	1211A	2	17	14	3	3
Vineland	1211B	3	17	9	8	3
Walnut Grove	1235A	2	16	7	9	4
Walnut Grove	1235C	3	8	4	4	12
Whispering Pines***	1215A	5	13	5	8	7
***ARRA Expansion						
TOTALS			1789	1208	549	348



August 2010 Head Start Menu



Mon	Tue	Wed	Thu	Fri
<p>2. [week 1] Breakfast: French Toast and Mango, chunks Lunch: Lemon Pepper Chicken, Peas & Carrots, Steamed Rice and Fresh Oranges Snack: Applesauce and Cheese-It Crackers</p>	<p>3. Breakfast: Corn Flakes and Mandarin Oranges Lunch: Beef Hamburgers, Whole Wheat Bun, Whole Kernel Corn, Pickle Slices and Kiwi Snack: String Cheese and Bananas</p>	<p>4. Breakfast: Biscuits with Jelly and Diced Peaches Lunch: Build Your Own Burrito Refried Beans, Flour Tortilla, Shredded Cheese & Lettuce, Fresh Diced Tomato, Fresh Tangerines or Strawberries Snack: Ritz Crackers and Fresh Apples</p>	<p>5. Breakfast: Bran Muffin and Diced Pears Lunch: Cheese Sandwich, Cauliflower with Dip and Diced Apricots Snack: Kix Cereal and Milk</p>	<p>6. Breakfast: Cheerios Cereal and Fresh Bananas Lunch: Turkey Ham Sandwich, Fresh Cantaloupe and Baby Carrots Snack: Rice Cakes and Pineapple Juice</p>
<p>9. [week2] Breakfast: Rice Krispies Cereal and Fresh Apple Lunch: Oven Baked Chicken, Sweet Potatoes, Corn Bread Muffin, and Fresh Cantaloupe Snack: Mandarin Oranges and Strawberry Yogurt</p>	<p>10. Breakfast: Pancakes with Maple Syrup and Fruit Mix Lunch: BBQ Beef Burger, Whole Wheat Buns, Mixed Vegetables and Fresh Tangerines or Strawberries Snack: Soft Pretzel and Grape Juice</p>	<p>11. Breakfast: Oatmeal with Raisins and Pineapple , tidbits Lunch: Enchiladas with Tomato Sauce & Cheese, Steamed Broccoli, and Apples or Watermelon Snack: Animal Crackers and Diced Pears</p>	<p>12. Breakfast: Crispix Cereal and Fresh Bananas Lunch: Turkey Ham Sandwich, Sliced Cucumbers with Dip and Fresh Raw Oranges Snack: Corn Flakes Cereal and Milk</p>	<p>13. Breakfast: Blueberry Muffin and Diced Apricots Lunch: Roasted Sliced Turkey, Whole Wheat Bread, Fresh Baby Carrots and Kiwi Snack: American Cheese Quesadilla</p>
<p>16. [week 3] Breakfast: French Toast and Mandarin Oranges Lunch: Macaroni & Cheese, Steamed Broccoli and Fresh Cantaloupe Snack: Animal Crackers and Milk</p>	<p>17. Breakfast: Raisin Bran Cereal and Fresh Bananas Lunch: Beef Ravioli, French Bread, Spinach Salad with Dressing and Fresh Oranges Snack: Ritz Crackers and Fresh Apples</p>	<p>18. Breakfast: Biscuits and Jelly and Diced Peaches Lunch: Chicken Chow Mein, Rice, and Fresh Kiwi Snack: French Toast Sticks and Peach Yogurt</p>	<p>19. Breakfast: Bagelette with Cream Cheese and Applesauce Lunch: Roasted Turkey Sandwich, Zucchini Sticks with Dip, and Fresh Tangerines or Strawberries Snack: Cottage Cheese and Pineapple Tidbits</p>	<p>20. Breakfast: Cheerios Cereal and Fresh Oranges Lunch: Turkey Bologna, Whole Wheat Bread, Fresh Sliced Tomatoes and Diced Apricots Snack: Oranges Juice and Goldfish Crackers</p>
<p>23. [week 4] Breakfast: Bran Muffin and Fresh Cantaloupe Lunch: Fiesta Dinner, Tortilla and Tangerine or Strawberries Snack: Cheese-It Crackers and Apricots, halves</p>	<p>24. Breakfast: Bagel with Cream Cheese and Mixed Fruit Lunch: Teriyaki, Steamed Rice, Sunomono Salad and Fresh Kiwi Snack: Soft Pretzel and Fresh Apples</p>	<p>25. Breakfast: Granola Cereal and Fresh Bananas Lunch: Spaghetti with Meat and Tomato Sauce, Green Salad with Italian Dressing , and Fresh Oranges Snack: Rice Cakes and Diced Peaches</p>	<p>26. Breakfast: French Toast and Fresh Apples Lunch: Turkey & Cheese, Roll Up in a Tortilla, Cole Slaw, and Mango chunks Snack: Bagelette and Grape Juice</p>	<p>27. Breakfast: Rice Krispies Cereal and Diced Apricots Lunch: Tuna Salad, Crackers , Fresh Baby Carrots and Cantaloupe Snack: Cinnamon Raisin Bread and Milk</p>
<p>30. [week 1] Breakfast: French Toast and Mangos, chunks Lunch: Lemon Pepper Chicken, Peas & Carrots, Steamed Rice and Fresh Oranges Snack: Applesauce and Cheese-It Crackers</p>	<p>31. Breakfast: Corn Flakes and Mandarin Oranges Lunch: Beef Hamburger, Whole Wheat Bun, Whole Kernel Corn, Sliced Pickles, and Kiwi Snack: String Cheese and Bananas</p>		<p>Hey Teachers! We would like to remind you that all Preschool meals and some snacks are to be served with 2% Milk and All Toddler meals and some snacks are served with Whole Milk</p> <p>Monday of each week will indicate which menu cycle applies to that week. SETA Head Start has a 7 week menu cycle.</p>	

ITEM IV-B – INFORMATION

SOIL BORN FARMS COMMUNITY PARTNER RECOGNITION

BACKGROUND:

A Community Partner recognition is being awarded to (1) Randy Stannard; (2) Carolyn Reuman; and (3) Soil Born Farms Urban Agriculture and Education Project, a non-profit organization for their outstanding service and contribution to SETA Head Start families and staff through the community farm stand project in several SETA Head Start locations.

From March 2008-June 2010, Soil Born Farms, through the In the Grow Project administered by Health Education Council (HEC) and funded by First 5 Sacramento, partnered with volunteer SOP Head Start parents and staff to operate farm stands at Mather Head Start, Center of Praise Head Start, Freedom Park Head Start, Grant Skills Head Start, Hopkins Head Start, Phoenix Park Head Start and Kennedy Estates Head Start. Parent volunteers earned cash stipend, fresh produce and job skills training by working at the farm stands. Head Start families and the local community were provided increased access to locally-grown fresh fruits and vegetables through the weekly farm stands. Randy Stannard and Carolyn Reuman were outstanding mentors and community leaders who worked with us with incredible patience, passion and commitment.

Soil Born Farms is a non-profit organization based in Sacramento, CA whose mission is to create an urban agriculture and education project that empowers youth and adults to discover and participate in a local food system that encourages healthy living, nurtures the environment and grows a sustainable community.

Soil Born Farms Urban Agriculture Project
2140 Chase Drive
Rancho Cordova, CA 95670
(916) 363-9685
www.soilborn.org

NOTES:

ITEM IV-C – INFORMATION
GOVERNING BOARD MINUTES

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review the Governing Board minutes of July 1, 2010 attached.

NOTES:

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

Minutes/Synopsis

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

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

Thursday, July 1, 2010
10:00 a.m.

- I. **Call to Order/Roll Call/Pledge of Allegiance:** Mr. Kevin McCarty called the meeting to order at 10:10 a.m.

Members Present:

Kevin McCarty, Chair, SETA Governing Board; Councilmember, City of Sacramento
Don Nottoli, Vice Chair, SETA Governing Board; Member, Board of Supervisors
Bonnie Pannell, Councilmember, City of Sacramento
Sophia Scherman, Public Representative

Member Absent:

Jimmie Yee, Member, Board of Supervisors

- **Recognition of Long-Term Employee:** Mario Montes was presented with a gift in recognition of his 20 years of service to SETA. Ms. Kossick stated that there will be an open house at the Rancho Cordova Career Center on Wednesday, July 6; board members will receive notifications.

II. **Consent Items**

- A. Minutes of the June 3, 2010 Regular Board Meeting
- B. Approval of Claims and Warrants
- C. Approve to Roll-Over Head Start Fiscal Year 2009-2010 Supplemental Training and Technical Assistance funds to Fiscal Year 2010-2011

The consent items were reviewed; no questions or comments.

Moved/Pannell, second/Scherman, to approve the consent calendar as follows:

- A. Approve the June 3, 2010 minutes.
 - B. Approve claims and warrants for the period 5/28/10 through 6/24/10.
 - C. Approve the roll-over of Fiscal Year 2009-2010 Supplemental Training and Technical Assistance Funds to Fiscal Year 2010-2011 up to \$198,000.
- Voice Vote: Unanimous approval.

III. **Action Items**

- A. **GENERAL ADMINISTRATION/SETA**

1. Approval of Labor Agreements

Mr. Rod Nishi introduced Mr. Ed Takach and Ms. Nancy Matalich, chief negotiators on behalf of the Agency and the Union. Mr. Nishi stated that participants negotiated on the labor agreement during very difficult times.

Mr. Takach stated that 7-8 meetings were held to produce the labor agreements; there are still some things that need to be finalized. He thanked Ms. Matalich and staff for the hard work on the agreement.

Ms. Matalich stated that ASFME is requesting ratification of the agreements. Forty percent of the membership voted and it was overwhelmingly approved. There were some issues, such as health benefits cost, that need to be discussed. Ms. Matalich distributed a chart showing what staff is currently paying out of pocket in insurance, what will be paid in 2011 and what will be paid in 2012. Medical insurance coverage will not be discussed again until 2012 but it is a serious issue. On July 16, the insurance broker for the county will talk with the unions regarding upcoming insurance premiums. Ms. Scherman inquired whether board members could lobby on behalf of staff. Mr. Larsen stated that the Governing Board cannot lobby public officials but private citizens can. Mr. McCarty asked Ms. Matalich to send board members a paragraph regarding the insurance subsidies so they can then contact public officials. Ms. Matalich was thanked for her hard work on behalf of staff.

Moved/Scherman, second/Pannell, to approve the labor agreements effective July 1, 2010 – June 30, 2013.

Roll Call Vote: Aye: 4, Nay: 0, Abstentions: 0

2. Approval of 2010-11 Compensation Recommendations for Unrepresented Confidential and Management Personnel and the Personnel Resolution Covering Unrepresented Employees

Ms. Kossick stated that this document mirrors the labor agreement but for unrepresented staff.

Moved/Scherman, second/Nottoli, to approve the report, and adopt the resolution to authorize the implementation of the proposed 2010-2011 salary and benefit increases for unrepresented confidential and management employees on the effective date given in the report.

Voice Vote: Unanimous approval.

3. Approval of Staff Recommendation for the Adult Vendor Services (VS) List

Ms. Marianne Sphar reviewed this item; this vendor will be providing adult in-service training. No questions or comments.

Moved/Scherman, second/Nottoli, to approve the addition of California Capital Financial Development Corp. to the Adult VS List.

Voice Vote: Unanimous approval.

4. Approval to Ratify the Submission of a Proposal in Response to the Green Innovation Challenge Solicitation for Concept Papers: Dropped from the agenda.
5. Approval to Authorize Lease Negotiations for Hillsdale Career Center Office Space

Ms. Kossick stated that staff received four proposals. The current landlord came in with the lowest price which is significantly lower than what is being paid now. The vendor is recommending \$1.15 per square foot. Staff will come back with the approval of the actual lease. This item requests authorizing staff negotiations *with the landlord of the* with Hillsdale Career center, *the Olivewood Group.*

Mr. Larsen stated that if negotiations are not successful with proposer #1, then staff will enter into negotiations with proposer #2.

Moved/Nottoli, second/Pannell, to authorize staff to enter into lease negotiations with representatives of the top ranked proposal. If unsuccessful, staff will negotiate with the proposal ranked second. Upon successful negotiations, staff will return to the board for action to approve a lease agreement.

Voice Vote: Unanimous approval.

6. Approval for Non-Competitive Procurement of Propriety Payroll Services and Authorization for the Executive Director to Execute the Agreement, Modifications, and any Documents Required

Ms. Kossick stated that SETA has been contracting with Ingentra since 2006. The company has recently gone out of business and staff is in process of negotiating with a software provider. Staff is requesting approval to enter into non-competitive procurement to continue providing services.

Staff in the process of looking at the contract with legal counsel.

Moved/Nottoli, second/Pannell, that the SETA Governing Board finds that the non-competitive procurement of proprietary payroll services from High Line Corporation is appropriate based upon the emergency resulting from the closure of Ingentra and authorize the Executive Director to execute an agreement with High Line Corporation for the provision of Human Resources payroll and benefits related services for a period not to exceed two (2) years.

Roll Call Vote: Aye: 4, Nay: 0, Abstentions: 0

B. WORKFORCE INVESTMENT ACT

1. Retroactive Approval of Time-only Extension of Opening Doors, Inc.'s Business Development and Innovation Subgrant Agreement Under the American Recovery and Reinvestment Act/Workforce Investment Act (ARRA/WIA)

Ms. Michelle O'Camb reviewed this item which requests a one month extension for programs to complete training and finalize paperwork. The extension would be through July 31, 2010.

Moved/Pannell, second/Scherman, to approve, retroactively, the time-only extension of ODI's business development and innovation ARRA/WIA subgrant agreement through July 31, 2010.

Voice Vote: Unanimous approval.

2. Augmentation of Asian Resources TANF ECF Subgrant Agreement for Workplace Training

Ms. O'Camb reviewed this item; no questions or comments.

Moved/Scherman, second/Nottoli, to approve an augmentation of \$32,400 in TANF ECF funds to the wage subsidy budget line item for Asian Resources, Inc. Workplace Training/On-the-job training subgrant agreement.

Roll Call Vote: Aye: 4, Nay: 0, Abstentions: 0

C. HEAD START

1. Approval to Submit a Budget Modification Request for Head Start Basic Funds for 2009-2010

Mr. Roy Kim stated that at the last meeting, the board approved a budget modification request to cover modular buildings. The program is still under-spent in some areas and staff is requesting to reprogram the funds for supplies and to cover labor costs for a total of \$820,000.

Moved/Pannell, second/Scherman, to approve the submission of a budget modification request for Head Start Basic funds, transferring a total of \$820,000 among budget cost categories. Total grant funds will remain the same.

Voice Vote: Unanimous approval.

2. Approval to Submit a Proposal to Department of Health and Human Services, Administration for Children and Families, Office of Head Start for American Recovery and Reinvestment Act Funds – Early Learning Mentor Coaches

There were no questions or comments.

Moved/Scherman, second/Pannell, to approve the submission of a grant application in the amount of \$225,000 for the Early Learning Mentor Coaches project funded by the DHHS, Administration for Children and Families, Office of Head Start through the American Recovery and Reinvestment Act of 2009.

Voice Vote: Unanimous approval.

D. COMMUNITY SERVICES BLOCK GRANT

1. Reappointment of Community Action Board Members

No questions or comments.

Moved/Scherman, second/Pannell, to reappoint the listed member organizations to represent the Private and Low-Income sectors on the Community Action Board for an additional term.

Voice Vote: Unanimous approval.

E. REFUGEE PROGRAMS: No items.

IV. Information Items

A. Presentation of California Council for Adult Education Award

Ms. Nancy Compton, recently retired principal of Charles A. Jones *Skills Center*, introduced Rudy Meza and Diane Eid. Ms. Compton presented SETA with an award given by the California Council for Adult Education. SETA was selected as a community partner that works with an adult school. Ms. Compton stated that SETA has worked to enhance the lives of the customers and clients in Sacramento County. Ms. Kossick thanked staff and partners for their hard work.

B. Review of SETA Operations by the Employment Development Department, Equal Opportunity Office: No questions or comments.

C. Fiscal Monitoring Reports: No questions.

D. Head Start Fiscal Report: Ms. Pannell asked about Whispering Pines. Ms. Kossick stated that the program is continuing to operate.

E. Head Start Policy Council Minutes: No questions.

F. Unemployment Rates for Sacramento County: Mr. Proctor showed a DVD of jobs gained and lost *betweenfrom* 2004 to 2009.

G. Dislocated Worker Update: Mr. William Walker reported that Penske bought out Calvin Logistics, so the employees will not be dislocated. Mr. Nottoli inquired about services provided to dislocated county employees. Mr. Walker stated that

his staff is in the process of providing rapid response services for affected county employees.

V. Reports to the Board

A. Chair: None.

B. Executive Director: Ms. Kossick stated that SETA has been chosen as one of 30 areas to participate in a WIA gold standard evaluation. This will be a five-year project, beginning in 2011, to evaluate the effectiveness of the Workforce Investment Act. Reviewers will select participants in our programs and people not in our programs and compare the effectiveness of our program. SETA was awarded CalGRIP funds in the amount of \$490,000. The State of California applied with 28 local areas for \$32 million to provide services for dislocated workers. SETA requested \$1.5 million and *was* granted \$725,000, which will provide OJT services for dislocated workers. The Rancho Cordova Career Center open house will be July 5⁷.

C. Deputy Directors: No report.

D. Counsel: No report.

E. Members of the Board: No report.

F. Public: No report.

VI. Adjournment: The meeting was adjourned at 11:08 a.m.

ITEM V – COMMITTEE REPORTS

BACKGROUND:

This agenda item provides an opportunity for the PAC Executive Committee and Program Area Committees to provide a report.

- Executive Committee
 - Critique of the Parent Advisory Committee meeting, July 27, 2010.

GOOD	NEEDS IMPROVEMENT
Thank you, Ms. Dolores Guzman, for translating.	Cell phones must be turned off and put away during the meeting.
Thank you, Ms. Mary Degnan and Ms. Elaine Veliz, for reminder calls to PAC Representatives to attend the board meeting.	Absolutely no texting during the meeting.
Thank you Board Members for cleaning the boardroom.	
No side barring.	
Thank you for asking for Point of Personal Privilege.	
Board Members had time to ask questions and give center updates.	

- Budget/Planning Committee
- Personnel/Bylaws Committee
- Social/Hospitality Committee
- Early Childhood Development and Health Services Committee and Parent/Family Support Committee (AKA Child Safety Committee)
 - ✓ Emergency Preparedness for Families (Subcommittee)
- Monitoring and Evaluation Committee (AKA Self-Assessment Committee)
- Male Involvement Committee
- Community Partnerships Advisory Committee (CPAC)
- Health Services Advisory Committee (HSAC)

NOTES:

ITEM VI – OTHER REPORTS

BACKGROUND:

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

- Chair’s Report – Ms. Jeanine Vandermolten
- Policy Council Report(s) – Mr. David Quintero, Ms. Kelly Martin, Ms. Mary Brown, Ms. Katherine Yaipen-Faulter, Ms. Yvette Hernandez, and Ms. Dina Patterson

- Head Start Deputy Director’s Monthly Report – Ms. Denise Lee
 - ✓ Monthly Head Start Report – (Will be provided at meeting.)

- Managers’ Reports
 - Child Development and Education Services Monthly Report – Ms. Karen Gonzales
 - ✓ Region Monthly Reports

 - Program Support Services Monthly Report – Ms. Brenda Campos
 - Parent/Family Support Report – Ms. Lisa Carr

NOTES:

ITEM VII – CENTER UPDATES

BACKGROUND:

This agenda item provides an opportunity for Head Start (SOP) centers to give an update on their activities.

NOTES:

ITEM VIII – DISCUSSION

BACKGROUND:

This agenda item allows Parent Advisory Committee Representatives the opportunity to ask questions about the program pertinent to their centers.

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:

ITEM X- ADJOURNMENT

NOTES:
