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DENISE LEE
Deputy Director

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

Phone: (916) 263-3804
Fax: (916) 263-3779

Website:
<http://www.headstart.seta.net>

THOUGHT OF THE DAY: Courage gives you the power to face your difficulties and the ability to rise above your present reality."

Esteemed Human Development International

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

Date: Tuesday, July 17, 2012
Time: 9:00 a.m.
Location: SETA Boardroom
925 Del Paso Blvd.
Sacramento, CA 95815

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.

AGENDA

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➤ Introduction of Newly Seated Representatives	
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➤ PC/PAC Calendar of Events and Activities (attached)	
➤ Parent/Family Support Unit Calendar of Events (attached)	
➤ Parent/Staff Recognition: Ms. Socorro Gutierrez	

- PC/PAC Parent Activity Reports
- Community Resources - Parent/Staff: Ms. Socorro Gutierrez
- Child Care Center Food Menu (attached)

B. Governing Board Minutes of April 30, 2012 20-25

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- A. Executive Committee: Ms. Socorro Gutierrez
- B. PC/PAC Joint Executive Committee Meeting: Ms. Socorro Gutierrez
- C. Budget/Planning Committee: Ms. Reina Florez, Ms. Rebecca Lewis, Mr. Johnny Sanders, Ms. Connie Wallace, Ms. Amber Taylor, and Ms. Socorro Gutierrez
- D. Personnel/Bylaws Committee: Ms. Rebecca Lewis, Ms. Socorro Gutierrez, Ms. Amber Taylor, Ms. Tamara Knox, and Mr. Hodari Polk
- E. Social/Hospitality Committee: Ms. Reina Florez, Ms. Rebecca Lewis, Ms. Tamara Knox, Ms. Amber Taylor, Ms. Connie Wallace, Mr. Johnny Sanders, Ms. Erika Contreras, Ms. Socorro Gutierrez, Mr. Hodari Polk, and Ms. LaTasha Windham
- F. Male Involvement Committee: Mr. Anthony Nelson, Mr. Juan Mozqueda, Ms. Rebecca Lewis, Ms. Connie Wallace, Ms. Tamara Knox, Mr. Johnny Sanders
- G. Community Partnerships Advisory Committee (CPAC): Ms. Tamara Knox, Ms. Socorro Gutierrez, Ms. Amber Taylor, Mr. Johnny Sanders, Ms. Amanda Sokol, Mr. Juan Mozqueda
- H. Health Services Advisory Committee (HSAC): Ms. Amber Taylor

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- Chair's Report
- Policy Council Report(s) – Mr. Johnny Sanders, Ms. Connie Wallace, Ms. Socorro Gutierrez, Ms. Amber Taylor, and Mr. Hodari Polk
- Head Start Deputy Director's Monthly Report – Ms. Denise Lee
 - ✓ Monthly Head Start Report – (attached)
- Managers' Reports
 - Program Support Services Report – Ms. Brenda Campos
 - Parent/Family Support Report – Ms. Lisa Carr
 - Child Development and Education Services Report – Ms. Karen Gonzales
 - ✓ Region IX Reports (attached)

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IX. Adjournment

DISTRIBUTION DATE: THURSDAY, JULY 12, 2012

Parent Advisory Committee (PAC) meeting hosted by:
 Socorro Gutierrez, Chair; Amber Taylor, Vice Chair;
 Connie Wallace, Secretary; Reina Florez, Treasurer;
 Rebecca Lewis, Parliamentarian

ITEM I - A – ROLL CALL

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

- ___ Vacant, Auberry Park Head Start
- ___ **Amber Taylor, Bannon Creek Head Start,**
- ___ **Derek Adams, Broadway Early Learning Center**
- ___ Vacant, Country Wood Head Start
- ___ Vacant, Crossroad Gardens Head Start
- ___ **Reina Florez, Early Head Start/ Home Base**
- ___ **Juan Mozqueda, Elkhorn Head Start**
- ___ Vacant, Freedom Park Head Start
- ___ **Zoila Lucero, Fruitridge Head Start**
- ___ Vacant, Galt Head Start
- ___ Vacant, Grizzly Hollow Head Start
- ___ **Hodari Polk, Hillsdale Head Start**
- ___ Vacant, Home Base
- ___ Vacant, Home Base
- ___ Vacant, Hopkins Park Head Start
- ___ **LaTasha Windham, Illa Collin Head Start**
- ___ **Danielle Tillis, Job Corps Head Start**
- ___ Vacant, Kennedy Estates Head Start
- ___ Vacant, LaVerne Stewart Head Start
- ___ Vacant, (Marie Cleveland's) Bright Beginning Head Start
- ___ **Amanda Sokol, Mather Head Start**
- ___ **Praveena Chaudhary, Nedra Court Head Start**
- ___ Vacant, New Helvetia I Head Start
- ___ Vacant, New Helvetia II Head Start
- ___ **Connie Wallace, Norma Johnson Head Start**
- ___ Vacant, North Avenue
- ___ **Erika Contreras, Northview Head Start**
- ___ **Johnny Sanders, Parker Avenue Head Start**
- ___ Vacant, Phoenix Park Head Start
- ___ Vacant, Sharon Neese Early Learning Center
- ___ Vacant, Solid Foundation Head Start
- ___ Vacant, Strizek Park Head Start
- ___ **Socorro Gutierrez, Vineland Head Start**
- ___ **Laura Meza, Walnut Grove Head Start**
- ___ Vacant, Whispering Pines Head Start
- ___ Vacant, Foster Parent Representative
- ___ **Rebecca Lewis, Grandparent Representative**
- ___ Vacant, Male Involvement Representative
- ___ **Tamara Knox, Past Parent/Community Representative**
- ___ Vacant, Past Parent/Community Representative

MEMBERS TO BE SEATED:

- ___ Asontie Hudson, Phoenix Park Head Start
- ___ Anthony Nelson, Male Involvement Representative

ITEM I – B

PAC MEETING ATTENDANCE UPDATE

The PAC was seated on November 15, 2011 & December 20, 2011

PARENT ADVISORY COMMITTEE MEETING ATTENDANCE PROGRAM YEAR 2011-2012

COMMITTEE MEMBER	CENTER	11/15	12/20	01/17	02/21	03/20	04/24*	05/15	06/19	07/17	08/21	09/18	10/16	11/20
Vacant	AP													
Amber Taylor Seated 11/15	BC	X	X	X		X	X	X	X					
Derek Adams Seated 6/19	BLC								X					
Vacant	COP													
Vacant Seated	CW													
Vacant	CR													
Reina Florez Re-seated 12/20	EHS/HB		X	E		X	X	X	U					
Juan Mozqueda Seated 1/17	EL	E	X	X		X	X	X	U					
Vacant Seated	FP													
Zoila Lucero Seated 11/15	FT	X	X	U		X	X	X	X					
Vacant	G													
Vacant	GH													
Hodari Polk s/b Seated 3/20	H					U	X	X	X					
Vacant	HB													
Vacant	HB													
LaTasha Windham Seated 4/24	IC						X	X	X					
Vacant Seated	HP													
Danielle Tillis Seated 6/19	JC								X					
Vacant Seated	K													
Vacant	LVS													
Vacant	MCBB													
Amanda Sokol Seated 11/15	M	X	E	X		X	X	E	X					
Praveena Chadhary Seated 11/15	NC	X	X	X		X	X	E	E					
Connie Wallace Seated 11/15	NJ	X	X	X		X	X	X	X					
Vacant Seated	NA													
Vacant	NH2													
Erika Contreras Seated 11/15	NV	X	U	X		X	E	X	X					
Johnny Sanders Seated 11/15	PA	X	X	X		E	X	X	X					
Asontie Hudson Seated	PP													
Vacant	SF													
Vacant	SN													
Vacant	SP													
Socorro Gutierrez Seated 11/15	V	X	X	X		X	X	X	X					
Laura Meza Seated 11/15	WG	X	X	X		X	X	X	X					
Vacant	WP													
	FPR													
Rebecca Lewis Seated 11/15	GPR	X	X	X		X	X	X	X					
Anthony Nelson Seated 6/19	MIR								X					
	OGC													
Tamara Knox Seated 12/20	PPR	E	X	X		X	X	X	X					
Vacant	PPR													

*** Special Meeting**

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. Socorro Gutierrez, at 402-3822, or the Clerk of the Boards, Ms. Nancy Hogan, at 263-3827.

PARENT ADVISORY COMMITTEE - MEETING ATTENDANCE UPDATE
PROGRAM YEAR 2011-2012
(Continued)

Head Start Center Abbreviations

AP:	Auberry Park	LVS:	LaVerne Stewart
BC:	Bannon Creek	M:	Mather
BB:	Bright Beginnings	MCBB	Marie Cleveland's Bright Beginnings
BLC:	Broadway Early Learning Center	NJ:	Norma Johnson
CR:	Crossroad Gardens	NA:	North Avenue
CW:	Countrywood	NC:	Nedra Court
EHS:	Early Head Start	NH:	New Helvetia 2
EL:	Elkhorn	NA	North Avenue
FP:	Freedom Park	NV:	Northview
FT:	Fruitridge	PA:	Parker Avenue
G:	Galt	PP:	Phoenix Park
GH:	Grizzly Hollow	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
S/B:	Should be, or should have been (seated)

ITEM II-A – CONSENT

APPROVAL OF MINUTES OF THE JUNE 19, 2012 PAC MEETING

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review and approve the minutes of the June 19, 2012 PAC meeting.

RECOMMENDATION:

Approve the minutes of the June 19, 2012 PAC meeting.

NOTES:

ACTION: Moved: _____ Second: _____

VOTE: Aye _____ Nay: _____ Abstain: _____

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

Minutes/Synopsis

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

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

Tuesday, June 19, 2012
9:00 a.m.

I. Welcome

Call to Order/Roll Call: Ms. Socorro Gutierrez called the meeting to order at 9:10 a.m. and read the Thought of the Day. Ms. Consuelo Lopez will serve as today's translator. The Pledge of Allegiance was recited. It was announced that Ms. Connie Wallace would act as Secretary; Ms. Wallace called the roll and a quorum was confirmed.

Members Present:

Amber Taylor
Amanda Sokol
Hodari Polk
Johnny Sanders
Connie Wallace
Erika Contreras
Socorro Gutierrez
Rebecca Lewis
Tamara Knox
Derek Adams
Danielle Tillis
Zoila Lucero (arrived at 9:14 a.m.)
Laura Meza (arrived at 9:26 a.m.)
LaTasha Windham (arrived at 9:28 a.m.)

Members Absent:

Praveena Chaudhary (excused)
Reina Florez (unexcused)
Tancy Vang (resigned)
Juan Mozqueda (unexcused)

- Introduction of Newly Seated Representatives: Ms. Danielle Tillis, Job Corps Head Start, and Mr. Derek Adams, Broadway Early Learning Center were seated and welcomed to the board.

II. Consent Item

- A. Approval of Minutes for PAC Meeting May 15, 2012

The minutes were reviewed; no questions or comments

Moved/Sokol, second/Sanders, to approve the minutes of the May 15, 2012 meeting.

Show of hands vote: Aye: 10, Nay: 0, Abstentions: 1 (Gutierrez)

Ms. Zoila Lucero arrived at 9:14 a.m.

III. Action Items

A. Election of Policy Council Representative and Alternates

Ms. Gutierrez reviewed the board item. This is a great opportunity to work with the parents from the delegate agencies. Ms. Gutierrez stated that Elk Grove Unified School District, Sacramento City Unified School District, San Juan Unified School District, Twin Rivers Unified School District, and Women's Civic Improvement Club/Playmate are the delegate grantees.

Moved/Lewis, second/Taylor, that the Parent Advisory Committee elect a representative to serve on the Policy Council.

Show of hands vote: Aye: 11, Nay: 0, Abstentions: 1 (Gutierrez)

Currently, the following PAC members serve on the Policy Council: Ms. Connie Wallace, Ms. Amber Taylor, Ms. Socorro Gutierrez, and Mr. Johnny Sanders.

Mr. Polk requested more information regarding the Policy Council. The Policy Council is the Head Start policy board responsible for approving hiring and firing of staff, approval of all budgets and program plans, operations, goals and objectives. This board meets the fourth Tuesday of the month.

Those interested in serving as PC representative: Mr. Hodari Polk

Moved/Sokol, second/Knox, to elect Hodari Polk to serve on the Policy Council.

Show of hands vote: Aye: 11, Nay: 0, Abstentions: 1

IV. Information Items

A. Standing Information

Ms. Laura Meza arrived at 9:25 a.m.

- Fiscal Monthly Report/Corporate Card Monthly Statement of Account: Mr. Roger Bartlett reported that SETA is required to provide a minimum of a 25% match of the federal grant in community participation, i.e., in-kind. Currently, the match is running at 25.8% so the Agency will meet the required match. The agency is currently spending 10% on administration which is lower than the 15% allowable.

Ms. LaTasha Windham arrived at 9:28 a.m.

The agency has requested a waiver on the in-kind match; the request is being reviewed in Washington D.C. Mr. Bartlett stated that at the moment, the Agency is fine and will not need the waiver.

Ms. Taylor inquired who are the I-pads for and Mr. Bartlett replied that initially the I pads were for the new monitoring unit, and then the SETA management team requested I pads.

Ms. Lee was asked if the recent State of Education budget cuts would affect Head Start and Ms. Lee replied that it could if there is an across-the board cut in the State Department of Education funds. This could affect the full-day programs. If the budget cuts do occur, the board will be informed.

- PC/PAC Calendar of Events and Activities: The Personnel/Bylaws Committee will be meeting on June 28. Toastmasters public speaking training is scheduled for Friday, June 29, from 9 a.m. – 12:30 p.m. in the Shasta Room. Ms. Gutierrez announced the parent activity and urged parents to be on time so everyone can leave together.
 - Parent/Family Support Unit Calendar of Events: No additional report.
 - Parent/Staff Recognition: None.
 - Early Learning Advocacy Day 2012: Ms. Gutierrez reported that there were six PC and PAC parents participating in the Advocacy day. Parents met at the Sheraton Hotel and walked to the Capitol to discuss the importance of early learning education. Ms. Rebecca Lewis, Ms. Amber Taylor spoke of their experience at the Early Learning Advocacy Day.
 - Community Resources- Parent/Staff: Ms. Gutierrez spoke of the flyer distributed regarding resources for car seats for children.
 - Child Care Center Food Menu: A committee meeting is coming up.
- B. Governing Board Minutes of April 5, 2012: Minutes were reviewed; no questions.

V. Committee Reports

- A. Executive Committee: Ms. Gutierrez reviewed the critique.
- B. PC/PAC Joint Executive Committee Meeting: Ms. Taylor reported that the committee is still working on the PC/PAC Parent Survey; Ms. Taylor reviewed the draft survey.
- C. Budget/Planning Committee: The meeting last month was canceled. Ms. Gutierrez apologized to those members that did get a phone call regarding the canceled meeting.
- D. Personnel/Bylaws Committee: The Committee is requesting proposed revisions to the bylaws be turned in soon.
- E. Social/Hospitality Committee: The Committee is going over the End-of-Year Parent Appreciation event. The next meeting is scheduled for Friday, July 6.
- F. Male Involvement Committee:
- G. Community Partnerships Advisory Committee (CPAC): No report.
- H. Health Services Advisory Committee (HSAC): No report.

VI. Other Reports

- Chair's Report: Ms. Gutierrez reminded board members of the upcoming car seat safety workshop.
- Policy Council Report: The Policy Council just met in a special meeting to go over the Site Supervisor eligibility list which was approved.
- Head Start Deputy Director's Monthly Report – Ms. Denise Lee thanked board members for attending the Advocacy Day and providing the reports. The California Head Start Association covered the registration for this event. Staff recently submitted a \$2,000 grant to do voter registration at Early Learning Centers. It is critical for parents to be involved in the election process. The grant submitted to the Office of Head Start and Ms. Lee thanked Ms. Robyn Caruso for her outstanding work on the grant. Ms. Caruso takes the narratives from the delegates and condenses it into one narrative for the entire grant. It is expected the funds will be received August 1. There are no roll-over funds in Head Start and staff is not interested in sending money back money. Ms. Lee reported that Head Start staff is represented by a union. At the end of every program year, a contract 'reopener' is discussed regarding possible salary increases to staff. The union will vote on the proposal June 19-21.
- Managers' Reports
 - Program Support Services Report: Ms. Brenda Campos her unit is working on deferred maintenance. Staff is busy closing out the children's health screenings. The Agency has selected six janitorial companies to go out to provide cleaning services to the centers. Ms. Socorro Gutierrez reported that there may be termites at her center (Vineland). Ms. Campos wants to make sure the Site Supervisor was informed so they can submit a work order to the facilities department to take care of it. Ms. Gutierrez asked that the Food Services Committee be moved to another date to accommodate the Executive Committee. Ms. Campos will change the Food Services Committee meeting date and time. Ms. Lewis asked about the six janitorial services and Ms. Campos reported that there were three companies providing services; two companies are returning and one will not be back. Mr. Polk stated that Hillsdale needs to have the sinks checked and the cabinet is coming apart. Mr. Polk was asked to bring this to the attention of the site supervisor.
 - Parent/Family Support Report – Ms. Lisa Carr No report.
 - Child Development and Education Services Report – Ms. Karen Gonzales: The scoring for the Environmental Skills Rating is coming back really high. Ms. Gonzales stated that classrooms will be moving from plastic buckets for toys to wicker baskets. Parent volunteer hours have increased by 300% which is great! The new education coordinator sent out new ideas on how to assist site supervisors and parents to work together. Staff is also working on training issues for teaching staff. Ms. Windham said that there are no blue parent sign in sheets at her site.
 - ✓ Region IX Reports: No report.

VII. Discussion: Ms. Amber Taylor reported that the Social/Hospitality Committee is discussing the end-of-year parent event. It has not yet been decided whether the event will be a lunch or dinner. Ms. Taylor announced that the event will be held Saturday, October 13, at the Doubletree Hotel. The theme is "Making our Stars Shine and Sparkle, and the colors will be purple and silver. Guest minimum age will be 18 and the dress code will be semi-formal.

Ms. Gutierrez reported that her five year old daughter graduated from Head Start and will be moving on to kindergarten.

Mr. Polk's son graduated from Head Start and is moving to kindergarten.
Ms. Sokol's son also graduated and is in kinder camp right now.

VIII. Public Participation: None.

IX. Adjournment: The meeting was adjourned at 11:00 a.m.

ITEM IV-A – INFORMATION

STANDING INFORMATION

BACKGROUND:

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

- A. Standing Information
 - Fiscal Monthly Report/Corporate Card Monthly Statement of Account: Mr. Roger Bartlett
 - PC/PAC Calendar of Events and Activities (attached)
 - Parent/Family Support Unit Calendar of Events (attached)
 - Parent/Staff Recognition – Ms. Socorro Gutierrez
 - PC/PAC Parent Activity Reports
 - Community Resources- Parent/Staff: Ms. Socorro Gutierrez
 - Child Care Center Food Menu (attached)

NOTES:

**SETA Operated & Delegate Agencies Combined Head Start/Early Head Start
Expenditures for Fiscal Year 2011-2012
For the Eleven Months Ended June 30, 2012**

Year to Date	Budget	Admin	Program	YTD Expenses	% YTD	Remaining	Non-Federal Share
Basic Head Start							
Twin Rivers	\$ 1,318,854	\$ 84,825	952,620	\$ 1,037,445	79%	\$ 281,409	\$ 434,709
Elk Grove	2,637,318	179,112	2,001,672	2,180,784	83%	456,534	471,732
Sac City	8,295,259	561,053	6,547,839	7,108,892	86%	1,186,367	2,114,066
San Juan	4,457,458	515,605	3,673,081	4,188,686	94%	268,772	882,024
WCIC	787,856	68,774	616,180	684,954	87%	102,902	149,619
SETA	24,661,035	2,350,774	18,056,899	20,407,673	83%	4,253,362	4,901,988
Total	\$ 42,157,780	\$ 3,760,143	\$ 31,848,291	\$ 35,608,434	84%	\$ 6,549,346	\$ 8,954,138
Basic Early Head Start							
Sac City	\$ 1,444,370	\$ 66,965	1,171,185	\$ 1,238,150	86%	\$ 206,220	\$ 462,328
San Juan	1,605,090	155,256	1,361,210	1,516,466	94%	88,624	325,253
SETA	3,736,313	293,943	3,020,207	3,314,150	89%	422,163	1,179,063
Total	\$ 6,785,773	\$ 516,164	\$ 5,552,602	\$ 6,068,766	89%	\$ 717,007	\$ 1,966,644
T & TA Head Start							
Twin Rivers	\$ 7,500	\$ -	6,558	\$ 6,558	87%	942	-
Elk Grove	9,000	-	2,215	2,215	25%	6,785	-
Sac City	20,000	-	17,443	17,443	87%	2,557	-
San Juan	15,000	-	13,888	13,888	93%	1,112	-
WCIC	7,500	-	6,529	6,529	87%	971	-
SETA	333,733	-	218,942	218,942	66%	114,791	-
Total	\$ 392,733	\$ -	\$ 265,575	\$ 265,575	68%	\$ 127,158	\$ -
T & TA Early Head Start							
Sac City	\$ 26,012	\$ -	15,907	\$ 15,907	61%	\$ 10,105	\$ -
San Juan	29,112	-	16,906	16,906	58%	12,206	-
SCOE	15,000	-	-	-	0%	15,000	-
SETA	99,520	-	12,428	12,428	12%	87,092	-
Total	\$ 169,644	\$ -	\$ 45,241	\$ 45,241	27%	\$ 124,403	\$ -
TOTAL SETA HEAD START							
Twin Rivers	\$ 1,326,354	\$ 84,825	959,178	\$ 1,044,003	79%	\$ 282,351	\$ 434,709
Elk Grove	2,646,318	179,112	2,003,887	2,182,999	82%	463,319	471,732
Sac City	9,785,641	628,018	7,752,374	8,380,392	86%	1,405,249	2,576,394
San Juan	6,106,660	670,861	5,065,085	5,735,946	94%	370,714	1,207,277
WCIC	795,356	68,774	622,709	691,483	87%	103,873	149,619
SCOE	15,000	-	-	-	0%	15,000	-
SETA	28,830,601	2,644,717	21,308,476	23,953,193	2%	4,877,408	6,081,051
Total Grant Award	\$ 49,505,930	\$ 4,276,307	\$ 37,711,709	\$ 41,988,016	85%	\$ 7,517,914	\$ 10,920,782
Administration Costs @15%	\$6,298,202	10.18%					
Non-Federal Share @25%	\$10,497,004	26.01%					

SETA OPERATED PROGRAMS (SOP) - HEAD START BASIC
Expenditures for Fiscal Year 2011-2012
For the Eleven Months Ended June 30, 2012

HEAD START BASIC	Budget	Administrative Expenditures	Program Expenditures	Total	Remaining Budget	Expenditures as % of Budget
						(11 mo = 91.7%)
PERSONNEL	\$ 20,143,039	\$ 1,782,704	\$ 14,894,997	\$ 16,677,701	\$ 3,465,338	82.80%
TRAVEL	5,200	-	10,417	10,417	(5,217)	200.34%
EQUIPMENT	60,000	-	-	-	60,000	0.00%
SUPPLIES	404,950	-	357,988	357,988	46,962	88.40%
OCCUPANCY	2,226,352	95,429	1,582,844	1,678,273	548,079	75.38%
CHILD SERVICES	163,624	-	87,365	87,365	76,259	53.39%
PARENT SERVICES	63,300	-	58,766	58,766	4,534	92.84%
NUTRITION SERVICES	584,990	88,638	370,214	458,852	126,138	78.44%
OPERATING COSTS	1,009,580	384,002	694,307	1,078,309	(68,729)	106.81%
TOTAL HEAD START BASIC	\$ 24,661,035	\$ 2,350,774	\$ 18,056,899	\$ 20,407,673	\$ 4,253,362	82.75%

SETA OPERATED PROGRAM (SOP) - HEAD START T & T/A
Expenditures for Fiscal Year 2011-2012
For the Eleven Months Ended June 30, 2012

HEAD START T & T/A	Budget	Administrative Expenditures	Program Expenditures	Total	Remaining Budget	Expenditures as % of Budget
						(11 mo = 91.7%)
PERSONNEL	\$ 134,757	\$ -	\$ -	\$ -	\$ 134,757	0.00%
TRAVEL	4,800	-	5,631	5,631	(831)	117.31%
CHILD SERVICES	56,934	-	53,945	53,945	2,989	94.75%
PARENT SERVICES	74,091	-	42,821	42,821	31,270	57.80%
NUTRITION SERVICES	20,000	-	38,333	38,333	(18,333)	191.67%
OPERATING COSTS	43,151	-	78,211	78,211	(35,060)	181.25%
TOTAL HEAD START T & TA	\$ 333,733	\$ -	\$ 218,942	\$ 218,942	\$ 114,791	65.60%

SETA OPERATED PROGRAM (SOP) - EARLY HEAD START BASIC
Expenditures for Fiscal Year 2011-2012
For the Eleven Months Ended June 30, 2012

EARLY HEAD START BASIC	Budget	Administrative Expenditures	Program Expenditures	Total	Remaining Budget	Expenditures as % of Budget
						(11 mo = 91.7%)
PERSONNEL	\$ 2,745,775	\$ 243,930	\$ 2,310,004	\$ 2,553,935	\$ 191,840	93.01%
TRAVEL	5,200	-	4,877	4,877	323	93.79%
SUPPLIES	58,166	-	18,543	18,543	39,623	31.88%
CONTRACTUAL	626,517	-	462,490	462,490	164,027	73.82%
OCCUPANCY	156,949	-	160,953	160,953	(4,004)	102.55%
CHILD SERVICES	35,279	-	12,313	12,313	22,966	34.90%
PARENT SERVICES	11,071	-	1,646	1,646	9,425	14.87%
NUTRITION SERVICES	18,000	-	-	-	18,000	0.00%
OPERATING COSTS	79,356	50,013	49,379	99,392	(20,036)	125.25%
TOTAL EARLY HEAD START BASIC	\$ 3,736,313	\$ 293,943	\$ 3,020,207	\$ 3,314,150	\$ 422,163	88.70%

SETA OPERATED PROGRAM (SOP) - EARLY HEAD START T & T/A
Expenditures for Fiscal Year 2011-2012
For the Eleven Months Ended June 30, 2012

EARLY HEAD START T & T/A	Budget	Administrative Expenditures	Program Expenditures	Total	Remaining Budget	Expenditures as % of Budget
						(11 mo = 91.7%)
PERSONNEL	\$ 36,362	\$ -	\$ -	\$ -	\$ 36,362	0.00%
TRAVEL	5,000	-	-	-	5,000	0.00%
CHILD SERVICES	18,900	-	8,904	8,904	9,996	47.11%
PARENT SERVICES	8,681	-	1,800	1,800	6,881	20.73%
NUTRITION SERVICES	1,000	-	-	-	1,000	0.00%
OPERATING COSTS	29,577	-	1,725	1,725	27,852	5.83%
TOTAL EARLY HEAD START T&TA	\$ 99,520	\$ -	\$ 12,428	\$ 12,428	\$ 87,092	12.49%

SETA OPERATED PROGRAMS (SOP) - SUMMARY
Expenditures for Fiscal Year 2011-2012
For the Eleven Months Ended June 30, 2012

SUMMARY	Budget	Administrative Expenditures	Program Expenditures	Total	Remaining Budget	Expenditures as % of Budget
HEAD START BASIC	\$ 24,661,035	\$ 2,350,774	\$ 18,056,899	\$ 20,407,673	\$ 4,253,362	82.75%
HEAD START BASIC T&TA	\$ 333,733	\$ -	\$ 218,942	\$ 218,942	\$ 114,791	65.60%
EARLY HEAD START BASIC	\$ 3,736,313	\$ 293,943	\$ 3,020,207	\$ 3,314,150	\$ 422,163	88.70%
EARLY HEAD START T&TA	\$ 99,520	\$ -	\$ 12,428	\$ 12,428	\$ 87,092	12.49%
TOTAL SETA OPERATED PROGRAMS	\$ 28,830,601	\$ 2,644,717	\$ 21,308,476	\$ 23,953,193	\$ 4,877,408	83.08%

**SACRAMENTO EMPLOYMENT & TRAINING AGENCY
CORPORATE CARD - AMERICAN EXPRESS
STATEMENT OF ACCOUNT - Head Start
AS OF 6/10/12**

DATE	VENDOR NAME	DESCRIPTION	AMOUNT	HS/ADMIN
5/14/2012	Child Safety Solutions	Safety Posters	\$154.00	HS
5/17/2012	Amazon.com	Book	\$14.08	HS
5/17/2012	Swanson Lock	Keys to cabinets	\$67.63	1/2 HS
5/17/2012	Apple Store	1ea iPad	\$759.17	Admin
5/17/2012	Teachstone	Shipping	\$8.00	HS
5/19/2012	Redleaf Press	Safety Booklets	\$246.67	HS
5/22/2012	Rocky Mountain Sunscreen	Bulk Sunscreen	\$1,615.41	HS
5/22/2012	Amazon.com	Accessories for iPads	\$237.98	HS
5/22/2012	QuickMedical	Medical supplies	\$210.14	HS
5/25/2012	CPER	Books	\$316.73	Admin
5/30/2012	State Industrial	Educational supplies	\$343.45	HS
6/1/2012	Rackspace Cloud	Data storage	\$43.66	Admin
6/2/2012	Uline	Warehouse supplies	\$1,533.25	HS
6/2/2012	Discovery Museum	Field Trip	\$200.00	HS
6/6/2012	School Health	Vision screener and accessories	\$6,342.14	HS
6/8/2012	Isinc	Training	\$250.00	HS
6/9/2012	Oriental Trading	Educational supplies	\$960.86	HS
5/16/2012	Southwest Airlines	4 ea Conference Travel - San Diego	\$866.40	HS
5/23/2012	Southwest Airlines	1 ea Conference Travel - LV	\$223.60	Admin
5/23/2012	WIPFLI, LLP	Training Conference - LV	\$350.00	Admin
6/1/2012	Hilton Hotels	Conference Travel - FL	\$934.08	Admin
5/17/2012	Cash n Carry	Food supplies	\$151.57	HS
5/21/2012	Les Schwab	Tires - Delivery van	\$965.40	HS

5/24/2012	Wal-Mart	Supplies	\$589.58	HS
5/24/2012	Costco	Diaper, supplies	\$2,470.81	HS
5/29/2012	Chipman Moving	Moving supplies	\$1,131.37	HS
Various	Various	Various	\$16,144.52	WF
	Total American Express Bill		<u>\$37,130.50</u>	

Note: Administrative charges are allocated between HS and Work Force.

PC/PAC CALENDAR OF EVENTS




<u>EVENT</u>	<u>DATE</u>
PC/PAC Male Involvement Committee Meeting	Wednesday, July 18, 2012 10:00 – 11:30 a.m. Magnolia Room
PAC Executive Committee	Thursday, July 19, 2012 9:00 a.m. 10:00 a.m. Olympus Room
Food Service Committee Meeting	Thursday, July 19, 2012 11:00 a.m. - 12:30 p.m. Oak Room
PC/PAC Joint Executive Committee Meeting	Friday, July 20, 2012 9:00 a.m. – 10:30 a.m. Olympus Room
PC Executive Committee Meeting	Thursday, July 26, 2012 9:00 – 10:00 a.m. Olympus Room
PC/PAC Personnel/Bylaws Committee Meeting	Thursday, July 26, 2012 10:30 a.m. – 12:00 p.m. Olympus Room
PC/PAC Social/Hospitality Committee	Tuesday, July 31, 2012 9:00 - 11:00 a.m. Redwood Room
PC/PAC Budget/Planning Committee Meeting	Tuesday, August 14, 2012 9:00 a.m. – 10:00 a.m. Oak Room
PC/PAC Male Involvement Committee Meeting	Wednesday, August 15, 2012 10:00 – 11:30 a.m. Magnolia Room
PAC Executive Committee	Thursday, August 23, 2012 9:00 a.m. 10:00 a.m. Olympus Room
PC/PAC Personnel/Bylaws Committee Meeting	Thursday, August 30, 2012 10:30 a.m. – 12:00 p.m. Olympus Room

PARENT/FAMILY SUPPORT UNIT EVENTS AND ACTIVITIES

<u>EVENT</u>	<u>DATE</u>
PC/PAC Male Involvement Committee Meeting	Wednesday, July 18, 2012 10:00 – 11:30 a.m. Magnolia Room
PC/PAC Male Involvement Committee Meeting	Wednesday, August 15, 2012 10:00 – 11:30 a.m. Magnolia Room

SETA Head Start Menu

July 2012

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 2	2 Breakfast: Whole Grain Kix Cereal, Apples, Milk Lunch: Oven Baked Chicken, Sweet Potatoes, Cantaloupe, Whole Wheat Sweet Corn Muffin, Milk Snack: Oranges, Strawberry Yogurt	3 Breakfast: Whole Grain Pancakes, Maple Syrup, Kiwi, Milk Lunch: BBQ Beef Burger on Whole Wheat Bun, Mixed Vegetables, Tangerine or Strawberries, Milk Snack: Whole Wheat Apple Cinnamon Muffin, Banana	4 	5 Breakfast: Oatmeal/Raisins, Pineapple Tidbits, Brown Sugar, Milk Lunch: Turkey Ham on Whole Wheat Bread, Cucumbers with Dip, Orange, Mayonnaise, lowfat Milk Snack: Dreamy Orange Whole Grain Mini Loaf, Milk	6 Breakfast: Whole Wheat Blueberry Muffin, Diced Mango, Milk Lunch: Roasted Sliced Turkey on Whole Wheat Bread, Baby Carrots, Kiwi, Milk Snack: American Cheese Quesadilla, Butter
	9 Breakfast: Multi Grain Cereal, Orange, Milk Lunch: Macaroni & Cheese, Broccoli/Ranch Dip, Cantaloupe, Milk Snack: Strawberry Waffle, Whole Grain Grahams, Milk	10 Breakfast: Whole Wheat Apple Cinnamon Muffin, Banana, Milk Lunch: Beef Ravioli, French Bread, Spinach Salad with Dressing, Orange, Milk Snack: Whole Wheat Banana Mini Loaf, Apple	11 Breakfast: Whole Grain Biscuit/Jelly, Diced Peaches, Milk Lunch: Enchilada Casserole with Tomato Sauce and Cheese, Sweet Corn Kernels, Kiwi, Milk Snack: Sound Bites Whole Grain Crackers, Peach Yogurt	12 Breakfast: Bagelette/Cream Cheese, Apple, Milk Lunch: Roasted Turkey/Whole Wheat Bread, Zucchini with Dip, Tangerine or Strawberries, Mayonnaise, Milk Snack: Cottage Cheese, Pineapple Tidbits	13 Breakfast: Whole Grain Cheerios, Orange, Milk Lunch: Swiss Cheese on Whole Wheat Bread, Sliced Tomatoes, Diced Apricots, Butter, Milk Snack: Fresh Kiwi, Goldfish Crackers
Week 4	16 Breakfast: Whole Wheat Blueberry Muffin, Cantaloupe, Milk Lunch: Spanish Rice, Sweet Kernel Corn, Tangerine or Strawberries, Milk Snack: Cheese-It Crackers, Apricot Halves	17 Breakfast: Bagel/Cream Cheese, Orange, Milk Lunch: Teriyaki Chicken, Steamed Brown Rice, Sunomono Salad, Kiwi, Milk Snack: Tropical Treat Whole Grain Crackers, Apple	18 Breakfast: Oatmeal Cereal, Banana, Brown Sugar, Milk Lunch: Whole Wheat Pasta with Beef and Tomato Sauce, Green Salad with Italian Dressing, Orange, Milk Snack: Rice Cakes, Diced Peaches	19 Breakfast: Whole Grain Pancakes, Apple, Maple Syrup, Milk Lunch: Turkey and Cheese Roll-up in a Tortilla, Cole Slaw, Mango, Milk Snack: Strawberry Yogurt, Banana	20 Breakfast: Whole Grain Kix Cereal, Diced Apricots, Milk Lunch: Tuna Salad, Saltine Crackers, Baby Carrots, Cantaloupe, Milk Snack: Whole Wheat Apple Cinnamon Muffin, Milk
	23 Breakfast: Whole Grain Pancakes, Maple Syrup, Mango chunks, Milk Lunch: Lemon Pepper Chicken, Peas/Carrots, Steamed Brown Rice, Orange, Milk Snack: Cottage Cheese, Cheese-It Crackers	24 Breakfast: Whole Wheat Sweet Corn Muffin, Orange, Milk Lunch: Beef Hamburger on whole Wheat bun, whole Kernel Corn, Pickle, Kiwi, Mustard & Ketchup, Milk Snack: String Cheese, Apple	25 Breakfast: Whole Grain Biscuit/Jelly, Diced Peaches, Milk Lunch: Build a Burrito, Beans, Tortilla, Shredded Cheese/Lettuce, Tomato, Tangerine or Strawberries, Milk Snack: Sunrise Bites Whole Grain Crackers, Banana	26 Breakfast: Whole Wheat Banana Muffin, Diced Pears, Milk Lunch: Cheese on Whole Wheat Bread, Cauliflower with Dip, Apples or Watermelon, Butter, Milk Snack: Kix Whole Grain Cereal, Milk	27 Breakfast: Whole Grain Cheerios, Banana, Milk Lunch: Turkey Ham on Whole Wheat Bread, Cantaloupe, Baby Carrots, Mayonnaise, Milk Snack: Rice Cakes, Pineapple Tidbits
Week 2	30 Breakfast: Whole Grain Kix Cereal, Apples, Milk Lunch: Oven Baked Chicken, Sweet Potatoes, Cantaloupe, Whole Wheat Sweet Corn Muffin, Milk Snack: Oranges, Strawberry Yogurt	31 Breakfast: Whole Grain Pancakes, Maple Syrup, Kiwi, Milk Lunch: BBQ Beef Burger on Whole Wheat Bun, Mixed Vegetables, Tangerine or Strawberries, Milk Snack: Whole Wheat Apple Cinnamon Muffin, Banana			

SETA Head Start Menu

Julio 2012

	lunes	martes	miércoles	jueves	viernes
Semana 2	2 Desayuno: Cereal Kix de Grano Integral, Manzana, Leche. Comida: Pollo Horneado, Camote, Melón, Mollete de Trigo Integral y Elote, Leche. Bocadillo: Naranja, Yogur de Fresa.	3 Desayuno: Jotqueis (Pancakes) de Grano Integral con Miel, Kiwi, Leche. Comida: Hamburguesa Asada de Res en Pan de Trigo Integral, Verduras Mixtas, Tanjarina o Fresa, Leche. Bocadillo: Mollete de Trigo Integral con Manzana y Canela, Plátano.	4 	5 Desayuno: Avena con Pasas, Golosinas de Piña, Azúcar, Leche. Comida: Jamón de Pavo con Pan de Trigo Integral, Pepino con Aderezo, Naranja, Mayonesa, Leche. Bocadillo: Minibarra de Pan de Trigo Integral Dreamy Orange, Leche.	6 Desayuno: Mollete de Trigo Integral con Arándanos Azules, Mango, Leche. Comida: Rebanada de Pavo Asado en Pan de Trigo Integral, Zanahorias, Kiwi, Leche. Bocadillo: Quesadilla de Queso Americano, Mantequilla.
Semana 3	9 Desayuno: Cereal Multigrano, Naranja, Leche. Comida: Macarrón con Queso, Brócoli con Aderezo Ranch, Melón, Leche. Bocadillo: Waffle de Fresa, Galletas Graham de Grano Integral, Leche.	10 Desayuno: Mollete de Trigo Integral con Manzana y Canela, Plátano, Leche. Comida: Ravioli de Res, Pan Francés, Ensalada de Espinaca con Aderezo, Naranja, Leche. Bocadillo: Minibarra de Pan de Trigo Integral , Manzana.	11 Desayuno: Bizcocho de Grano Integral con Jalea, Durazno Picado, Leche. Comida: Enchilada Horneada con Salsa de Jitomate y Queso, Granos de Elote, Kiwi, Leche. Bocadillo: Galletas Saladas de Grano Integral, Yogur de Durazno.	12 Desayuno: Bagelette con Queso Crema, Manzana, Leche. Comida: Pavo Asado con Pan de Trigo Integral, Barritas de Calabacita con Aderezo, Tanjarina o Fresa, Leche. Bocadillo: Requesón, Golosinas de Piña.	13 Desayuno: Cheerios de Grano Integral, Naranja, Leche. Comida: Queso Suizo con Pan de Trigo Integral, Rebanadas de Jitomate, Chabacano Picado, Mantequilla, Leche. Bocadillo: Kiwi, Galletas en forma de Pez.
Semana 4	16 Desayuno: Mollete de Trigo Integral con Arándanos Azules, Melón, Leche. Comida: Arroz Español, Granos de Elote, Tanjarina o Fresa, Leche. Bocadillo: Galletas Saladas Cheese-It, Mitades de Chabacano.	17 Desayuno: Bagel con Queso Crema, Naranja, Leche. Comida: Pollo Teriyaki, Arroz Integral a Vapor, Ensalada Sunomono, Kiwi, Leche. Bocadillo: Galletas Saladas de Grano Entero Tropical Treat , Manzana.	18 Desayuno: Cereal de Avena, Plátano, Azúcar Morena, Leche. Comida: Pasta de Trigo Integral con Res y Salsa de Jitomate, Ensalada Verde con Aderezo, Naranja, Leche. Bocadillo: Galletas de Arroz, Durazno Picado.	19 Desayuno: Jotqueis de Grano Integral, Manzana, Miel de Arce (Maple), Leche. Comida: Pavo y Queso Enrollado en una Tortilla, Ensalada de Col, Mango, Leche. Bocadillo: Yogur de Fresa, Plátano.	20 Desayuno: Cereal Kix de Grano Integral, Chabacano Picado, Leche. Comida: Ensalada de Atún, Galletas Saladas, Zanahorias, Melón, Leche. Bocadillo: Mollete de Trigo Integral con Manzana y Canela, Leche.
Semana 1	23 Desayuno: Jotqueis de Grano Integral, Miel de Arce, trozos de Mango, Leche. Comida: Pollo con Limón y Pimienta, Chicharos y Zanahorias, Arroz Integral a Vapor, Naranja, Leche. Bocadillo: Requesón, Galletas Cheese-It.	24 Desayuno: Mollete de Trigo Integral y Elote, Naranja, Leche. Comida: Hamburguesa de Res en Pan de Trigo Integral, Granos Enteros de Elote, Pepino en Vinagre, Kiwi, Leche. Bocadillo: Barrita de Queso, Manzana.	25 Desayuno: Bizcocho de Grano Integral con Jalea, Durazno Picado, Leche. Comida: Haga su Propio Burrito, Frijoles, Tortilla, Queso y Lechuga, Jitomate, Tanjarina o Fresa, Leche. Bocadillo: Minigalletas de Trigo Integral Sunrise Bites , Plátano.	26 Desayuno: Mollete de Trigo Integral con Plátano, Pera Picada, Leche. Comida: Queso en Pan de Trigo Integral, Coliflor con Aderezo, Manzana o Sandía, Mantequilla, Leche. Bocadillo: Cereal Kix de Grano Integral, Leche.	27 Desayuno: Cheerios de Grano Integral, Plátano, Leche. Comida: Jamón de Pavo en Pan de Trigo Integral, Melón, Zanahorias, Mayonesa, Leche Baja en Grasa. Bocadillo: Galletas de Arroz, Golosinas de Piña.
Semana 2	30 Desayuno: Cereal Kix de Grano Integral, Manzana, Leche. Comida: Pollo Horneado, Camote, Melón, Mollete de Trigo Integral y Elote, Leche. Bocadillo: Naranja, Yogur de Fresa.	31 Desayuno: Jotqueis (Pancakes) de Grano Integral con Miel, Kiwi, Leche. Comida: Hamburguesa Asada de Res en Pan de Trigo Integral, Verduras Mixtas, Tanjarina o Fresa, Leche. Bocadillo: Mollete de Trigo Integral con Manzana y Canela, Plátano.			

ITEM IV-B – INFORMATION

GOVERNING BOARD MINUTES

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review the attached Governing Board minutes of the April 30, 2012 meeting.

NOTES:

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

Minutes/Synopsis

(Minutes reflect the actual progression of the meeting.)

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

Monday, April 30, 2012
10:00 a.m.

- I. Call to Order/Roll Call/Pledge of Allegiance:** Ms. Scherman called the meeting to order at 10:01 a.m.

Members Present:

Sophia Scherman, Chair, SETA Governing Board; Public Representative Bonnie Pannell, Vice Chair, SETA Governing Board; Councilmember, City of Sacramento

Jimmie Yee, Member, Board of Supervisors

Don Nottoli, Member, Board of Supervisors

Members Absent:

Jay Schenirer, Councilmember, City of Sacramento

- Recognition of Long Term Employee: Ms. Robin Purdy recognized Ms. Cindy Sherwood-Green's 25 years of service to SETA. Ms. Sherwood-Green expressed her appreciation for her co-workers and the agency.

II. Consent Items

- A. Minutes of the April 5, 2012 Regular Board Meeting
- B. Approval of Claims and Warrants
- C. Approval of Annual Self-Assessment for 2011-2012 and Resulting Program Improvement Plan SETA-Operated Program
- D. Approval to Submit the Continuation Application for Targeted Assistance Discretionary Grant Funds to Serve Newly Arrived Refugees, PY2012-2013
- E. Ratification of the Submission of a Proposal to the U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance for "Anti-Human Trafficking Training and Technical Assistance for Tribal Law Enforcement" Grant and Authorize The Executive Director to Execute the Cooperative Agreement and any Modifications or other Documents Required by the Funding Source

The consent items were reviewed; no questions or corrections.

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

- A. Approve the April 5, 2012 Minutes.
- B. Approve the claims and warrants for the period 3/30/12 through 4/18/12.

- C. Approve Program Year 2011-2012 Self Assessment and resulting Program Improvement Plan.
- D. Approve the submission of the continuation application for Discretionary Targeted Assistance Discretionary Grant Funds to serve newly arrived refugees who have been unable to achieve economic self-sufficiency, PY2012-2013.
- E. Ratify the submission of the proposal for the Anti-Human Trafficking Training and Technical Assistance for Tribal Law Enforcement grant to U.S. DOJ / OJP / BJA requesting \$305,000 for the one year (12 month) project period and authorize SETA's Executive Director to execute the cooperative agreement, modifications and any other documents required by the funding source.
Voice vote: Unanimous approval.

III. Action Items

A. GENERAL ADMINISTRATION/SETA

- 1. Approval to Release a Request for Proposals for a Payroll Software System

Mr. Rod Nishi stated that this RFP solicits proposals from providers of payroll software systems designed to meet the Agency's current and projected needs. An offerors' conference is scheduled for May 7.

Moved/Yee, second/Pannell, to approve the release of a Request for Proposals (RFP) for a payroll software system.

Voice Vote: Unanimous approval.

- 2. Approve Augmentation for Safe Community Partnership Street Outreach Services

Ms. Christine Welsch reviewed this item. SETA currently partners with the City of Sacramento. The Effort is in need of funds to cover the gap to augment their existing contract. SETA and the City of Sacramento will be applying for grants to continue the initiative.

Ms. Pannell stated that she hopes to continue Cease Fire because it is working. Ms. Welsch stated that the Agency has applied for a state grant and a federal grant. In addition, the City of Sacramento is submitting a proposal, with some funds which will go directly to the Cease Fire program.

Moved/Pannell, second/Yee, to approve the augmentation of \$16,200 to the Effort for Safe Community Partnership Street Outreach Services.

Voice Vote: Unanimous approval.

Ms. Welsch stated that staff will be sending information under separate cover to show the outstanding results of the program in South Sacramento.

B. WORKFORCE DEVELOPMENT DEPARTMENT

Refugee Services: None.

One Stop Services: None.

Community Services Block Grant: None.

C. CHILDREN AND FAMILY SERVICES

Ms. Denise Lee reported that she would review the items together and requested one vote on the action items. All of these items were reviewed and approved by the Head Start Policy Council at their April 24 meeting.

1. Approval of Fiscal Year 2012-2013 Head Start/Early Head Start Budget

The Head Start/Early Head Start Budget for Fiscal Year 2012-2013 in the amount of \$50,410,127, which includes Basic, including supplemental funding; Training and Technical Assistance, and a .72% Cost of Living Adjustment was presented and reviewed.

2. Approval of Fiscal Year 2012-2013 Head Start/Early Head Start Refunding Application

A copy of the Fiscal Year 2012-2013 Head Start/Early Head Start Refunding Application was distributed. Ms. Lee reviewed the listing of the SETA-Operated Program and delegate agency center locations.

3. Approval of Fiscal Year 2012-2013 Head Start/Early Head Start Training/Technical Assistance Grant Application to be in Alignment with Established Three-Year Goals

Ms. Lee reviewed the Fiscal Year 2012-2013 Head Start/Early Head Start Training/Technical Assistance Plan in the amount of \$394,361 for Head Start, and \$180,094 for Early Head Start. The Budget/Planning Committee met several times to develop these goals.

4. Approval of Fiscal Year 2012-2013 SETA-Operated Program Tracks

Ms. Lee reviewed the Fiscal Year 2012-2013 SETA Operated Program Tracks. Sacramento is the only program that offers year-round services via the program tracks. This allows continuous services to families and also allows staff to work throughout the year.

5. Approval of Fiscal Year 2012-2013 Sacramento County Program Options/Grantee and Delegate Agencies

Ms. Lee explained that options are whether the classrooms are four days a week or five days a week; this also includes the home based program.

Ms. Lee reported that there is one center change for the SETA Operated Program. SETA leases a center at Grant Skills Center through Twin Rivers Unified School District. The District has requested the use of the SETA classrooms and has offered alternative space at North Avenue. This is 2.4 miles from the existing location. All of the families will be coming back with the exception of 10 families that chose to go to other centers.

Ms. Lee discussed the possibility of providing longer hours at the Walnut Grove center during picking time and then modifying the hours when picking time is over.

Moved/Nottoli, second/Pannell, to approve items C1-5 as follows:

1. Approve the Fiscal Year 2012-2013 Head Start/Early Head Start Budget in the amount of \$50,410,127 for Basic, Training/Technical Assistance and Cost of Living Adjustment (COLA).
2. Approve the Fiscal Year 2012-2013 Head Start/Early Head Start Refunding Application.
3. Approve the Fiscal Year 2012-2013 Head Start/Early Head Start Training/Technical grant application as aligned with established three-year goals.
4. Approve Fiscal Year 2012-2013 SETA Operated Program Tracks.
5. Approve Fiscal Year 2012-2013 Sacramento County Program Options/Grantee and Delegate Agencies.

Voice Vote: Unanimous approval.

IV. Information Items

- A. Fiscal Monitoring Reports: No comments.
- B. Employer Success Stories and Activity Report: None
- C. Dislocated Worker Update: Mr. William Walker reported that he recently received notification of a call center closing in Folsom; this will result in 220 people being dislocated.
- D. Head Start Reports: No additional report.

V. Reports to the Board

- A. Chair: Ms. Scherman reminded the audience of the upcoming Western Festival in Elk Grove.
- B. Executive Director: Ms. Kossick thanked the board for adjusting their schedules.

- C. Deputy Directors: Ms. Lee thanked board members for attending today's special meeting. In addition, Ms. Lee thanked Mr. Yee for reading to the children. He did a great job and was very animated. Ms. Lee reported that during Literacy Week, over 90 readers participated.
 - D. Counsel: No report.
 - E. Members of the Board: No comments.
 - F. Public: No comments.
- VI. **Adjournment**: The meeting was adjourned at 11:01 a.m.

ITEM V

COMMITTEE REPORTS

✓ Executive Committee

Critique of the Parent Advisory Committee meeting, June 19, 2012.

GOOD!!!
Thank you, Ms. Consuelo Lopez, for translating.
Thank you, Chair, for making reminder calls for the PAC meeting.
Thank you for not eating/drinking in the board room.
Thank you Mr. Roger Bartlett for the PAC reimbursements.
Thank you Management Team for addressing PAC concerns.
Thank you PAC Members for notifying Chair of early departure of meeting.
Completion of PAC reimbursement forms entirely in black or blue ink only!
Thank you Chair for facilitating a good meeting.
NEEDS IMPROVEMENT
Attendance.
All members seated at 8:50 a.m. prior to the meeting and plan to stay for the entire meeting.
Please remember to turn off ALL electronic devices prior to start of the meeting.
No children at meetings.
Clean board room, including putting name plates away.
Plan to attend committee meeting(s) that you have signed up to participate on.

B. PC/PAC Joint Executive Committee Meeting: Ms. Socorro Gutierrez

C. Budget/Planning Committee: Ms. Reina Florez, Ms. Rebecca Lewis, Mr. Johnny Sanders, Ms. Connie Wallace, Ms. Amber Taylor, and Ms. Socorro Gutierrez

ITEM V – COMMITTEE REPORTS (continued)
Page 2

D. Personnel/Bylaws Committee: Ms. Rebecca Lewis, Ms. Socorro Gutierrez, Ms. Amber Taylor, Ms. Tamara Knox, and Mr. Hodari Polk

E. Social/Hospitality Committee: Ms. Reina Florez, Ms. Rebecca Lewis, Ms. Tamara Knox, Ms. Amber Taylor, Ms. Connie Wallace, Mr. Johnny Sanders, Ms. Erika Contreras, Ms. Socorro Gutierrez, Mr. Hodari Polk, and Ms. LaTasha Windham

F. Male Involvement Committee: Mr. Anthony Nelson, Mr. Juan Mozqueda, Ms. Rebecca Lewis, Ms. Connie Wallace, Ms. Tamara Knox, Mr. Johnny Sanders

G. Community Partnerships Advisory Committee (CPAC): Ms. Tamara Knox, Ms. Socorro Gutierrez, Ms. Amber Taylor, Mr. Johnny Sanders, Ms. Amanda Sokol, Mr. Juan Mozqueda

H. Health Services Advisory Committee (HSAC): Ms. Amber Taylor

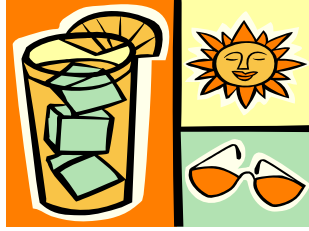
ITEM VI – OTHER REPORTS

BACKGROUND:

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

- Chair's Report
- Policy Council Report(s) – Mr. Johnny Sanders, Ms. Connie Wallace, Ms. Socorro Gutierrez, Ms. Amber Taylor, and Mr. Hodari Polk
- Head Start Deputy Director's Monthly Report – Ms. Denise Lee
 - ✓ Monthly Head Start Report – (attached)
- Managers' Reports
 - Program Support Services Report – Ms. Brenda Campos
 - Parent/Family Support Report – Ms. Lisa Carr
 - Child Development and Education Services Report – Ms. Karen Gonzales
 - ✓ Region IX Reports (attached)

NOTES:



Monthly Head Start Report

July 2012

SETA Operated Program

Family Support Services:

With summer upon us, the main thing all Family Service Staff are working on is enrolling families. Staff is busy recruiting and enrolling eligible children into our Head Start and Early Head Start classrooms. Staff at the State funded programs are also busy recertifying that families are still eligible to attend full-day programs.

On June 30, a Daddy and Me day was held at the Crocker Museum. Families were able to attend the Crocker Museum, with tickets donated by the museum. Over 40 fathers and their children attended this educational and fun event.

Program Operations:

Child Development staff have attended some wonderful trainings this month. Preschool staff participated in CLASS-De-constructed: Emotional Support. This training supports teacher's skills in providing positive climates, regard for student's perspectives, and teacher sensitivity. These skills help develop relationships which are essential to effective classrooms. Our Early Head Start staff participated in Talking with Toddlers. This training looked at the exciting language and literacy milestones children make in their toddler years and how teachers can promote these skills. Feedback from teachers indicated that these professional development opportunities were well received.

Many children are getting ready to move on to kindergarten. Teaching staff are meeting with parents to discuss the progress made throughout the year as well as how they can support their child through this transition. Staff is excited to see these bright young minds take on their next adventure.

Elk Grove Unified School District

Enrollment

Elk Grove Unified School District Head Start has fourteen classes on a traditional calendar and seven classes on a modified traditional calendar. The seven classes on a modified traditional calendar remained open until June 19. Average daily attendance in the seven classes was 87%.

Disabilities Services and Mental Health Services Update

The program educators and clerks have worked closely with the PreK social worker, Florence Oneto

and with the PreK psychologist, Teresa Gannon to place students with an active IEP into the Head Start program. The program served 55 students (13%), with active IEPs during the 2011-2012 school year. This number exceeds the 10% minimum required by Head Start.

Recruitment

An internal office calendar with registration dates for January through July has been created to ensure full enrollment and create a waiting list to fill vacancies if families move between registration and the first day of school in August.

Region I, which includes John Reith Elementary, Herman Leimbach Elementary, Charles Mack Elementary, Union House Elementary and Prairie Elementary Schools, has registered 373 families between January 1 and June 30. Region II, which includes Florin Elementary, Isabelle Jackson Elementary, William Daylor High, and Samuel Kennedy Elementary Schools, has registered 251 families. Region III, which includes Maeola Beitzel Elementary, David Reese Elementary, Franklin Elementary, Florence Markofer Elementary, and James McKee Elementary Schools, has registered 287 families.

Sacramento City Unified School District

Closed - no report for this month.

San Juan Unified School District

Education Services Update:

Committees were formed so teachers could be invited to help plan for the staff calendar, the parent calendar and the Professional Development plan for the 2012-2013 school year.

The DRDP data, Head Start Three-Year Goals, general mandates and teacher survey results were considered as the draft for our 2012-2013 Professional Development Plan was created. A comprehensive draft is in circulation for feedback and suggestions, before the new plan is approved.

Disabilities Services Update:

As teachers turned in their end-of-the-year paperwork, which included cumulative files and IEPs, the Disabilities Specialist combined the teacher IEPs with the file IEPs and checked the dates for aged-out students or continuing students. The IEPs for the older students were then, documented, boxed and prepared for storage. The continuing student IEPs were filed and readied for disbursement back to the teachers in August. Also during this time, the IEPs have been checked several times to complete and rectify the numbers for the PIR report. As students with IEPs register for the upcoming school year, IEPs are put into Child Plus and placed in a confidential red folder and filed into the class file.

Mental Health Services Update:

The Mental Health Therapist supporting screening process for the 2012/13 school year and addressing Red Flag mental health concerns that include providing families with early intervention resources as well as school readiness preparation skills.

Nutrition Services Update:

After completing the survey request by U.C. Berkeley's Center for Weight and Health, it became apparent that the implementation of Nutritional Best Practices is occurring. As a result, the following practices have been instituted:

- Non-flavored, fat free milk is served; 1% low fat is served for breakfast and lunch (cafeteria)
- Juice is not an option for snack, only breakfast (cafeteria)
- Staff are trained to decline sugar sweetened “extra’s” provided by the cafeteria
- Water is available at all times.

Health Services Update:

Health is screening three days a week in the Centralized Screening Room. Health is preparing for the 2012-2013 school year and is reviewing all reports and data entered in Child Plus for the PIR report.

Family and Community Partnerships Update:

Policy Committee is not holding a meeting in June.

Transition Services Update:

There are no Transition Services provided in June since school ended June 1, 2012.

Program Support/Staff Training Update:

There was no training for teachers in June since school ended June 1, 2012.

Fiscal Update:

Both programs are expected to be overspent by approximately 3%.

The requested waiver for the 2011-12 reduction of in-kind is still in the hands of the Office of Head Start.

At this time plans are to cover the entire 25% match required by the Head Start Performance Standards.

Early Head Start:

June marks the month when children enrolled in the combination option end their classroom experiences and begin home visits throughout the summer. This is especially valuable to families whose children will be entering preschool in August, 2012. This gives them individualized attention to facilitate this exciting transition. Enrollment is continuing along with entering information for the annual Program Information Report (PIR).

Twin Rivers Unified School District

Closed - No report for this month.

WCIC

WCIC/Playmate Head Start Programs 2012 Graduation Class consisted of 71 graduates.

WCIC’s 2011-2012 School Year ended Monday, June 4, 2012. However, the Full-Day Class Summer Program began on Wednesday, June 6, 2012. The summer program’s teaching team members are focusing on the following Readiness Skills: Enthusiasm Towards Learning, Solid Oral-Language Skills, Ability To Listen, Desire To Be Independent, Ability To Play Well With Others, Strong Fine Motor Skills, and Basic Letter and Number Recognition.

WCIC/Playmate Head Start Programs FY' 2012-13 Delegate Agreement Documents were submitted to SETA Contracts Unit as required.

SOP ENROLLMENT REPORT FOR SCHOOL YEAR 2011-2012

Site	Loc Id	Track II	# Enrolled 6/29/12	# Present 6/29/12	# Absent 6/29/12	# Term W/I 30 days
Off Track		1				
Off Track		2				
Off Track		3				
Auberry Park	1238A	1	15	12	3	5
Auberry Park	1238B	3	19	12	7	1
Bannon Creek	1200A	3	17	13	4	3
Bannon Creek	1200B	3	12	12	0	2
Bannon Creek	1200X	1	12	6	6	8
Bright Beginnings	1201A	1	20	13	7	
Bright Beginnings	1201B	1	20	16	4	
Bright Beginnings	1201C	1	20	16	4	
Bright Beginnings	1201D	1	20	17	3	
Broadway ELC	1246A	3	20	7	13	
Broadway ELC	1246R	3	20	14	6	1
Broadway ELC	1246U	EHS	7	7	0	1
Broadway ELC	1246X	1	19	13	6	2
Country Woods	1245A	3	20	12	8	
Country Woods	1245B	1	20	13	7	
Country Woods	1245C	3	20	10	10	
Country Woods	1245D	1	20	13	7	
Crossroad Gardens	1242A	1	20	18	2	
Crossroad Gardens	1242R	3	20	13	7	1
Crossroad Gardens	1242U	EHS	6	4	2	2
Crossroad Gardens	1242X	1	18	11	7	3
EHS-HB OPTION	1230C	EHS	13	10	1	
EHS-HB OPTION	1230D	EHS	12	12	0	
EHS-HB OPTION	1230E	EHS	11	8	3	1
EHS-HB OPTION	1230G	EHS	11	6	0	1
EHS-HB OPTION	1230H	EHS	9	3	1	
EHS-HB OPTION	1230I	EHS	12	9	3	
EHS-HB OPTION	1230J	EHS	11	8	2	1
EHS-HB OPTION	1230K	EHS	12	7	5	
EHS-HB OPTION***	1230L	EHS	11	8	3	1
EHS-HB OPTION***	1230M	EHS	13	9	4	
EHS-HB OPTION***	1230N	EHS	13	4	0	
Elkhorn	1255A	1	20	14	6	
Elkhorn	1255B	3	20	15	5	
Elkhorn	1255C	3	18	14	4	2
Elkhorn	1255D	3	19	14	5	1
Elkhorn	1233M	EHS	7	4	3	1
Elkhorn	1255U	EHS	7	4	3	1
Elkhorn	1255X	3	18	16	2	3

SOP ENROLLMENT REPORT FOR SCHOOL YEAR 2011-2012

Site	Loc Id	Track II	# Enrolled 6/29/12	# Present 6/29/12	# Absent 6/29/12	# Term W/I 30 days
Freedom Park	1239A	1	19	13	6	1
Freedom Park	1239B	3	20	16	4	
Freedom Park	1239C	3	18	13	5	1
Freedom Park	1239D	3	16	11	5	4
Freedom Park	1239R	1	17	10	7	3
Freedom Park	1239X	1	19	16	3	2
Fruitridge	1216A	1	18	16	2	2
Fruitridge	1216B	3	19	17	2	1
Fruitridge	1216C	3	19	18	1	1
Galt	1234A	3	18	13	5	2
Galt	1234B	3	16	7	9	4
Galt	1234C	1	18	12	6	1
Galt	1234D	1	20	11	9	
Galt	1234E	1	18	11	7	2
Galt	1234F	3	18	12	6	2
North Avenue	1256A	3	16	9	7	1
North Avenue	1256B	1	14	12	2	2
North Avenue	1256C	3	13	8	5	
North Avenue	1256D	1	17	14	3	1
North Avenue	1256X	1	16	15	1	2
Grizzly Hollow	1252A	3	20	11	9	
Grizzly Hollow	1252B	1	20	13	7	
Grizzly Hollow	1252U	EHS	8	6	2	
Hillsdale	1228A	3	16	2	4	4
Hillsdale	1228B	3	15	13	2	4
Hillsdale	1228C	1	17	10	7	3
Hillsdale	1228D	1	16	9	7	4
Hillsdale	1228R	1	10	8	2	10
Hillsdale	1228X	1	16	13	3	5
Home Base Option	1213A	3	11	11	0	1
Home Base Option	1213B	5	11	8	3	
Home Base Option	1213C	3	12	0	0	
Home Base Option	1213D	1	12	11	1	
Home Base Option	1213E	1	11	7	2	1
Home Base Option	1213F	1	12	9	3	

SOP ENROLLMENT REPORT FOR SCHOOL YEAR 2011-2012

Site	Loc Id	Track II	# Enrolled 6/29/12	# Present 6/29/12	# Absent 6/29/12	# Term W/I 30 days
Hopkins Park	1253A	3	20	19	1	
Hopkins Park	1253B	1	19	11	8	
Hopkins Park	1253C	3	19	16	3	1
Hopkins Park	1253D	1	18	9	9	2
Illa Collin ELC	1221A	1	9	4	5	6
Illa Collin ELC	1221B	3	19	9	10	1
Job Corp	1237M	EHS	6	4	2	1
Job Corp	1237U	EHS	8	8	0	
Job Corp	1237X	1	18	13	5	3
Kennedy Estates	1240A	3	20	11	9	
Kennedy Estates	1240B	1	18	12	6	1
La Verne Stewart	1219A	3	18	9	9	1
La Verne Stewart	1219B	1	19	11	8	
Mather	1223A	1	11	6	5	9
Mather	1223B	3	19	13	6	1
Mather	1223R	3	18	12	6	3
Mather	1223U	EHS	7	5	2	1
Mather	1223X	1	18	8	10	3
Nedra Court	1244A	1	19	14	5	
Nedra Court	1244B	3	17	16	1	1
Nedra Court	1244C	3	20	17	3	
New Helvetia I-EHS	1212U	EHS	15	12	3	1
New Helvetia II-HS	1247A	3	16	4	12	2
New Helvetia II-HS	1247B	3	19	12	7	1
Norma Johnson ELC	1214R	3	21	17	4	
Norma Johnson ELC	1214U	EHS	8	7	1	
Norma Johnson ELC	1214X	1	18	15	3	1
Northview	1224A	3	16	5	11	4
Northview	1224B	1	19	8	11	1
Northview	1224R	3	17	6	11	4
Northview	1224U	EHS	7	7	0	1
Northview	1224X	1	20	11	9	1
Parker Avenue	1207E	5	13	8	5	1

SOP ENROLLMENT REPORT FOR SCHOOL YEAR 2011-2012

Site	Loc Id	Track II	# Enrolled 6/29/12	# Present 6/29/12	# Absent 6/29/12	# Term W/ 30 days
Phoenix Park	1248R	3	13	7	6	8
Phoenix Park	1248U	EHS	7	6	1	1
Phoenix Park	1248X	1	14	12	2	7
River Oak EHS HB***	1280A	EHS	13	3	10	
River Oak EHS HB***	1280B	EHS	12	8	4	
River Oak EHS HB***	1280C	EHS	12	10	2	
River Oak EHS HB***	1280D	EHS	10	9	2	2
River Oak EHS HB***	1280E	EHS	10	10	1	2
SCOE EHS HB***	1281A	EHS	13	0	0	
SCOE EHS HB***	1281B	EHS	12	0	0	
SCOE EHS HB***	1281C	EHS	12	0	0	
Sharon Neese ELC	1249M	EHS	7	7	0	1
Sharon Neese ELC	1249R	1	21	18	3	
Sharon Neese ELC	1249U	EHS	8	7	1	
Sharon Neese ELC	1249X	3	18	14	4	3
Solid Foundation	1254A	1	19	7	12	1
Solid Foundation	1254B	1	20	16	4	
Solid Foundation	1254C	3	20	20	0	
Strizek Park	1225A	3	17	11	6	
Strizek Park	1225B	1	20	18	2	
Vineland	1211A	1	17	9	8	3
Vineland	1211B	3	17	11	6	3
Walnut Grove	1235A	1	20	11	9	
Whispering Pines	1215A	1	20	12	8	

	1	2	3	5	EHS
Sum of # Enrolled 5/31/12	962	884		19	338
Count of # Present 5/31/2012	711	625		13	239
Sum of # Absent 5/31/12	237	256		6	68
Sum of Term w/30 days 5/31/2012	26	17		4	8
Sum of Wait list 5/31/2012	1359	2411		9	1118
Sum of # Enrolled 6/29/12	871		814	24	330
Sum of # Present 6/29/12	597		542	1	212
Sum of # Absent 6/29/12	272		250	8	61
Sum of Term w/ 30 days 6/29/12	95		72	1	19
Sum of Wait list 6/29/12	497		1897	5	690

Funded: 920 Actual/930 Goal	5/31/2012	6/29/2012
Track I-(01/03/12 through 09/07/12)	952	871
Drop w/l 30 days	<u>35</u>	<u>95</u>
	987	966
Routing	<u>0</u>	<u>0</u>
	987	966

Funded: 920 Actual/930 Goal	5/31/2012	6/29/2012
Track 2-(08/01/11 through 04/20/12)		
Drop w/l 30 days	<u> </u>	<u> </u>
		0
Routing	<u>0</u>	<u>0</u>
		0

Funded: 920 Actual/930 Goal	5/31/2012	6/29/2012
Track 3-(4/23/2012 through 1/04/2013)	883	814
Drop w/l 30 days	<u>23</u>	<u>72</u>
	906	886
Routing	<u>5</u>	<u>26</u>
	911	912

Funded: 28 Actual	5/31/2012	6/29/2012
Track 5-(08/01/11 through 07/31/12)	20	24
Drop w/l 30 days	<u>4</u>	<u>1</u>
	24	25
Routing	<u>0</u>	<u>0</u>
	24	25

Funded: 345 Actual	5/31/2012	6/29/2012
EHS - (08/01/11 - 07/31/12)	349	330
Drop w/l 30 days	<u>3</u>	<u>19</u>
	352	349
Routing	<u>0</u>	<u>1</u>
	352	350

SPECIAL EDUCATION REPORT

Sacramento County Head Start/Early Head Start
(As of 06/30/12)

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: 1305.6 (c) states that at least 10% of the total number of enrollment in each grantee and delegate agency must be made available to children with disabilities.

<u>Agency/AFE (HS)(EHS)</u>	<u>Head Start #IEP (% AFE)</u>		<u>Early Head Start #IFSP (% AFE)</u>	
Twin Rivers USD (211)	23	(11%)	N/A	
Elk Grove USD (420)	55	(13%)	N/A	
Sacramento City USD (1292)(147)	171	(13%)	17	(12%)
San Juan USD (700) (161)	78	(11%)	20	(12%)
WCIC (120)	12	(10%)	N/A	
SETA (2796) (345) (1878 Tracks)	228	(12%)	60	(17%)
County (4621)* (653)*	567	(12%)	97	(15%)

* Totals include ARRA enrollments

AFE = Annual Funded Enrollment

% AFE = Percentage of Annual Funded Enrollment

Seta Head Start

Food Service Operations Monthly Report

* May 2012

May 10th - WCIC Kitchen Inspection completed by Connie and Cheryl

May 18th - Home Base Preschool and Home Base EHS Field Trips
Total Cost \$690.15 for 205 Guests

May 28th - Memorial Day Holiday

Quarry Tile Cleaned and resealed at Galt, Mather, Crossroads and
WCIC Kitchens during the month.

Meetings and Trainings:

Injury and Illness Prevention Plan Meeting attended by Connie Otwell
May 15th, 2012 at Plaza Del Paso

Total Number of Meals and Snacks Prepared for All Kitchens

Lunch	PM Snack	Breakfast	Field Trips
44,638	26,574	31,134	1380

Total Amount of Meals and Snacks Prepared 103,726

Purchases:

Food	\$86,700.28
Non - Food	\$17,359.86

Building Maintenance and Repair: \$8,960.11

Kitchen Small Wares and Equipment: \$2,627.78

Vehicle Maintenance and Repair : \$2,068.69

Vehicle Gas / Fuel:	\$780.23
Normal Delivery Days	22

REGION I
2011-2012
BUDGET BALANCE

PETTY CASH FUND 2011-2012
BUDGET \$10 PER CHILD (HS) and \$15 PER CHILD (EHS)

SITE	# OF CHILDREN	Beg. Bal	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Obligated	Remaining
Bright Beginnings 1201A	20	200.00										24.78				175.22
Bright Beginnings 1201B	20	200.00				15.07	17.63	22.92								144.38
Bright Beginnings 1201C	20	200.00					61.23	13.95				39.22				85.60
Bright Beginnings 1201D	20	200.00										31.16				168.84
Fruitridge 1216A	20	200.00	16.06			55.26	53.26					155.44				-80.02
Fruitridge 1216B	20	200.00				70.00			84.72			8.06				89.92
Fruitridge 1216C	20	200.00										13.56				101.72
Hopkins Park A	20	200.00					82.64									117.36
Hopkins Park B	20	200.00										28.23				171.77
Hopkins Park C	20	200.00					82.43					56.50				61.07
Hopkins Park D	20	200.00										5.16				194.84
Illa Collin 1221A	20	200.00	40.46	38.21	6.47	42.82		45.10	2.16	3.44	16.38					4.96
Illa Collin 1221B	20	200.00		25.46		40.00	19.96	19.40				9.75				125.43
Kennedy E 1240A	20	200.00										27.29	17.54			115.17
Kennedy E 1240B	20	200.00								79.78						120.22
Broadway 1246A	20	200.00		38.84		18.21	19.40	23.68				21.53				78.34
Broadway 1241R	20	200.00										69.86				130.14
Broadway - E.H.S. 1241M	8	120.00				57.35										62.65
Broadway - E.H.S. 1246U	8	120.00				35.01	45.76									39.23
La Verne Stewart 1219A	20	200.00														200.00
La Verne Stewart 1219B	20	200.00			37.61	25.72										136.67
Mather 1223A	20	200.00	24.80				6.58	38.87				14.64				115.11
Mather 1223B	20	200.00				14.71	37.84			6.30	14.57					126.58
Mather 1223R	20	200.00								5.45						194.55
Mather 1223X	20	200.00			51.41		30.31					25.72				92.56
Mather - E.H.S. 1223U	8	120.00										44.73				75.27
Parker 1207E	12	144.00														144.00
TOTAL		5104.00	81.32	102.51	95.49	374.15	532.6	403.78	153.50	209.10	15.19	606.58	17.54	0.00	0.00	2991.58

APPROVED BY:


Signature of Program Manager (Karen Gonzales)

DATE:

7/12/12

REVIEWED BY:


Signature of Fiscal Manager (Roger Bartlett)

DATE:

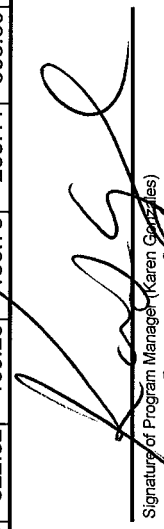
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REGION II
2011-2012
BUDGET BALANCE

PETTY CASH FUND 2011-2012
BUDGET \$10 PER CHILD (HS) and \$15 PER CHILD (EHS)

SITE	# OF CHILDREN	Beg. Bal	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Obligated	Remaining
Auberry Park 1238A	20	200.00							6.67			47.28				146.05
Auberry Park 1238B	20	200.00										23.67				176.33
Bannon Creek 1200A	20	200.00						17.22								182.78
Bannon Creek 1200B	20	200.00			68.20			6.59	45.64							131.80
Bannon Creek 1200X	20	200.00				147.69										147.77
Broadway 1246R	20	200.00						23.59	68.60	31.64						52.31
Broadway 1246X	20	200.00							83.03	8.62						76.17
Grant Skills 1217A	20	200.00							4.46	85.61						108.35
Grant Skills 1217B	20	200.00			22.52				50.50	27.86		89.21				87.41
Grant Skills 1217C	20	200.00			32.28				7.54							0.15
Grant Skills 1217D	20	200.00								77.31		49.57				192.46
Grant Skills 1217X	20	200.00			43.09			28.55		18.81		55.39				30.03
Job Corp 1237X	20	200.00			55.27		21.54			19.26						19.03
Job Corp - EHS 1237M	8	120.00						18.19		48.25						79.20
Job Corp - EHS 1237U	8	120.00														53.56
New Helvetia I 1212U	16	240.00			31.22	9.69		25.27								199.09
New Helvetia II 1247A	20	200.00			32.33											142.40
New Helvetia II 1247B	20	200.00			24.84											139.08
Northview 1224A	20	200.00			4.92					38.75						91.50
Northview 1224B	20	200.00			45.00											116.87
Northview 1224R	20	200.00			41.76					92.46						55.77
Northview 1224X	20	200.00			40.00	11.77										39.98
Northview - E.H.S.1224U	8	120.00			146.99			16.03				13.03				-5.74
Solid Foundation A	20	200.00			9.13	80.85		51.34	46.31	5.39		109.71				-0.49
Solid Foundation B	20	200.00			10.93	38.78				61.38		58.81				33.62
Solid Foundation C	20	200.00			14.79	10.93			9.85				53.66			68.97
TOTAL		5000.00	0.00	146.47	149.48	522.52	169.23	186.78	235.11	508.60	0.00	622.35	95.01	0.00	0.00	2364.45

APPROVED BY:


Signature of Program Manager (Karen Ganszles)

DATE:

7/12/12

REVIEWED BY:


Signature of Fiscal Manager (Roger Bartlett)

DATE:

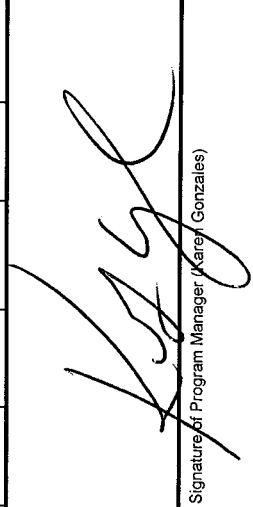
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REGION III
2011-2012
BUDGET BALANCE

PETTY CASH FUND 2011-2012
BUDGET \$10 PER CHILD (HS) and \$15 PER CHILD (EHS)

SITE	# OF CHILDREN	Reg. Bal	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Obligated	Remaining
Elkhorn A	20	200.00			56.87	21.28		9.57	22.71	23.93						65.64
Elkhorn B	20	200.00		12.47	53.97		17.66		36.76	38.51	31.12					9.51
Elkhorn C	20	200.00		12.80			34.22	4.30	14.84	98.49	7.70					27.65
Elkhorn D	20	200.00				23.63	62.22	9.61	14.93	34.58	3.16					51.87
Elkhorn X	20	200.00	54.75		3.22			43.08		41.99						56.96
Elkhorn EHS	16	240.00								41.00						199.00
Freedom Park 1239A	20	200.00	42.00						28.46	4.04						125.50
Freedom Park 1239B	20	200.00					60.15			39.22						100.63
Freedom Park 1239C	20	200.00						78.41		27.73						93.86
Freedom Park 1239D	20	200.00				3.88		6.70	36.38	20.48		18.18				114.38
Freedom Park 1239X	20	200.00			39.00	28.10			33.65	38.91		47.95				12.39
Freedom Park 1239R	20	200.00				74.62			6.98	22.63		72.14				23.63
Hillsdale 1228A	20	200.00				24.37	108.05			10.70		55.17				1.71
Hillsdale 1228B	20	200.00			29.05					71.49						99.46
Hillsdale 1228C	20	200.00	33.53	26.50	22.03		13.32	30.08	9.75	71.14						23.73
Hillsdale 1228D	20	200.00			27.04	6.47		51.18	10.46	17.05						108.90
Hillsdale 1228R	20	200.00				16.28	11.85									120.69
Hillsdale 1228X	20	200.00		17.99		41.61		34.09				88.50				17.81
Norma Johnson 1214R	20	200.00				44.41	144.46			144.36	47.25					-180.48
Norma Johnson 1214X	20	200.00	17.24	26.07		26.91		27.91		113.54		98.58	130.75			-241.00
Norma Johnson - EHS	8	120.00			16.25			12.61	27.48	33.40		79.09	67.87			-116.70
Sharon Neese 1249R	20	200.00				26.27	38.78	24.76	14.00			50.55				45.64
Sharon Neese 1249X	20	200.00					80.09				37.39	66.87				15.65
Sharon N-EHS 1249U	8	120.00				27.35		15.95				46.72				29.98
Strizek 1225A	20	200.00	15.71							117.97						66.32
Strizek 1225B	20	200.00							6.45			69.56				123.99
Vineland 1211A	20	200.00		32.52	39.50			98.49		18.89		10.78				-0.18
Vineland 1211B	20	200.00		57.65					29.93			32.02				80.40
TOTAL		5480.00	163.23	186.00	286.93	337.83	598.15	446.74	292.78	1030.05	126.62	736.11	198.62	0.00	0.00	1076.94

APPROVED BY:



Signature of Program Manager (Karen Gonzales)

DATE:

7/12/12

REVIEWED BY:

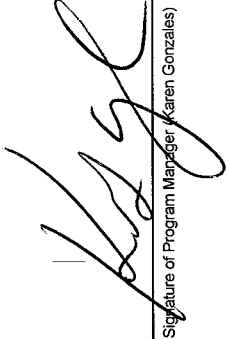
Signature of Fiscal Manager (Roger Bartlett)

DATE:

REGION IV
2011-2012
BUDGET BALANCE

PETTY CASH FUND 2011-2012
BUDGET \$10 PER CHILD (HS) AND \$15 PER CHILD (EHS)

SITE	# OF CHILDREN	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Pending	Remaining
Country Woods 1245A	20	200.00													200.00
Country Woods 1245B	20	200.00													200.00
Country Woods 1245C	20	200.00	15.09					60.34							124.57
Country Woods 1245D	20	200.00													200.00
Crossroad - E.H.S. 1242U	8	120.00					26.94		10.43		15.39				147.24
Crossroad G 1242R	20	200.00					15.62	81.83	86.73		63.69				-56.46
Crossroad G 1242X	20	200.00	14.42		8.59	73.81	24.78	18.96							51.86
Crossroads - 1242A	20	200.00	16.17						7.54	55.84	32.00				104.62
Galt 1234A	20	200.00					25.59								174.41
Galt 1234B	20	200.00						28.06							171.94
Galt 1234C	20	200.00					43.91		62.19	25.74	56.61				-55.70
Galt 1234D	20	200.00	20.64	25.37						32.80					137.68
Galt 1234E	20	200.00			29.52										192.66
Galt 1234F	20	200.00	7.34												120.00
Grizzly Hollow - E.H.S.	8	120.00													56.05
Grizzly Hollow 1252 A	20	200.00	56.01	23.55	26.04			38.35							116.71
Grizzly Hollow 1252B	20	200.00	8.84				19.76				54.69				-6.27
Nedra 1244A	20	200.00	18.32	34.37	49.91		19.38		43.04						-13.94
Nedra 1244B	20	200.00	13.99	27.22			28.58	6.77	112.09	12.00	13.29				-56.27
Nedra 1244C	20	200.00	28.26	26.38	23.47		18.94		145.91		13.31				120.00
Phoenix Park EHS1248U	8	120.00													43.90
Phoenix Park 1248R	20	200.00	15.02	6.22	6.76		34.84	19.20	21.76	28.46	23.84				148.19
Phoenix Park 1248X	20	200.00			12.00	8.00			3.81	12.91					200.00
Walnut Grove 1235A	20	200.00		15.09											200.00
Whispering Pines 1215A	20	200.00													200.00
TOTAL		4760.00	79.59	203.22	151.98	100.73	137.37	258.34	253.51	493.50	167.75	272.82	0.00	0.00	2641.19

APPROVED BY:  DATE: 7/12/12

REVIEWED BY: _____ DATE: _____

Signature of Program Manager (Karen Gonzales)

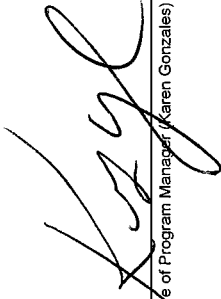
Signature of Fiscal Manager (Roger Bartlett)

HOME BASE
2011-2012
BUDGET BALANCE

NETTY CASH FUND 2011-2012
BUDGET \$10 PER CHILD and \$15 PER CHILD (EHS)

SITE	NUMBER OF CHILDREN	Beg. Bal	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Obligated	Remaining
B. Parnell	11	165.00														165.00
C. Bunge	11	165.00			4.73											160.27
C. Wynne	11	165.00														165.00
D. Nichols	11	165.00														165.00
H. McClellan	11	165.00	4.11	24.66		6.66	17.11									112.46
J. Jimenez	11	165.00														165.00
K. Aroyau	11	165.00								37.32						127.68
K. Lee	11	165.00						17.21				29.54				104.70
L. Letourneau	11	165.00		13.55												165.00
L. Moore	11	165.00														165.00
L. Schleicher	11	165.00														165.00
K. Afoyan	11	165.00														165.00
P. Medrano	15	150.00					108.23									41.77
J. Isaac	15	150.00			84.34	2.14			47.07							16.45
L. Glines	15	150.00		11.23	18.89				21.85		27.83					70.20
M. Edwards	15	150.00					58.66	73.23	38.55			52.81				80.97
V. Oezhehovsky	15	150.00						95.02								54.98
R. Ramirez	15	150.00							24.37							125.63
TOTAL		2880.00	4.11	49.44	107.96	6.66	60.80	310.80	131.84	37.32	27.83	82.35	0.00	0.00	0.00	2215.11

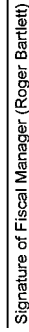
APPROVED BY:


Signature of Program Manager (Karen Gonzales)

DATE:



REVIEWED BY:


Signature of Fiscal Manager (Roger Bartlett)

DATE:

FIELD TRIP FUND 2011-2012
 BUDGET \$7 PER CHILD

SITE	Beg. Bal	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Remaining
Head Start	14000.00	218.25	218.25	1548.25	908.25	68.25	332.25	68.25	418.25	1176.00	2027.75	1344.26	0.00	5671.99
EHS	8500.00	0.00	155.25	665.00	140.00	0.00	0.00	0.00	0.00	475.00	0.00	0.00	0.00	7064.75
TOTAL	22500.00	218.25	373.50	1548.25	1048.25	68.25	332.25	68.25	418.25	1651.00	2027.75	1344.26	0.00	12736.74

APPROVED BY:


 Signature of Program Manager (Kayen Gonzales)

DATE:



REVIEWED BY:

 Signature of Fiscal Manager (Roger Bartlett)

DATE:

ITEM VII- DISCUSSION

BACKGROUND:

This agenda item allows Parent Advisory Committee Representatives the opportunity to discuss items not on the agenda.

NOTES:

ITEM VIII – 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: