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Thought for the Day: "Forget past failures. Focus on the NOW and what needs to be done today to help you achieve your dreams!"

~ Aaron Forsyth

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

Date: Tuesday, December 20, 2011
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.

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- Policy Council Report(s) – Ms. Connie Wallace, Ms. Socorro Gutierrez, Ms. Amber Taylor, Ms. Claudine Ayala, Ms. Devon McCracken, and Ms. Latreece Anderson
- Head Start Deputy Director's Monthly Report – Ms. Denise Lee
- ✓ Monthly Head Start Report
- Managers' Reports
 - Program Support Services Report – Ms. Brenda Campos
 - Parent/Family Support Report – Ms. Lisa Carr
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DISTRIBUTION DATE: TUESDAY, DECEMBER 13, 2011

Parent Advisory Committee (PAC) meeting hosted by:
Chair: Mary Brown

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,**
- ___ **Brittney Givens, (Marie Cleveland's) Bright Beginning Head Start**
- ___ **Kimberly Wesley, Broadway Early Learning Center**
- ___ Vacant, Country Woods Head Start
- ___ **Elda Perez, Crossroad Gardens Head Start**
- ___ Vacant, 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, Grant Skills Center
- ___ Vacant, Grizzly Hollows
- ___ **Latrece Anderson, Hillsdale Head Start**
- ___ Vacant, Home Base
- ___ Vacant, Home Base
- ___ Vacant, Hopkins Park Head Start
- ___ Vacant, Illa Collin Head Start
- ___ Vacant, Job Corps Head Start
- ___ Vacant, Kennedy Estates Head Start
- ___ Vacant, LaVerne Stewart Head Start
- ___ **Amanda Sokol, Mather Head Start**
- ___ **Praveena Chaudhary, Nedra Court Head Start**
- ___ Vacant, New Helvetia I Head Start
- ___ **Claudine Ayala, New Helvetia II Head Start**
- ___ **Connie Wallace, Norma Johnson Head Start**
- ___ **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
- ___ Vacant, Past Parent/Community Representative
- ___ Vacant, Past Parent/Community Representative
- ___ **Mary Brown, Outgoing Chair**

Members to be seated:

___ Tami Joslin, Freedom Park Head Start
___ Zoila Lucero, Fruitridge Head Start
___ Song Vang, Grant Skills Head Start
___ Inedelia Lopez, Grizzly Hollow Head Start
___ Devon McCracken, Home Base Representative
___ Elvia Vasquez, Home Base Representative
___ Taneisha Johnson, Hopkins Park Head Start
___ Tancy Vang, Kennedy Estates Head Start
___ Regina Brizzee, Strizek Park Head Start
___ Tamara Knox, Past Parent Representative

ITEM I – B

PAC MEETING ATTENDANCE UPDATE

The PAC was seated on November 15, 2011

PARENT ADVISORY COMMITTEE MEETING ATTENDANCE PROGRAM YEAR 2011-2012

COMMITTEE MEMBER	CENTER	11/15	12/20	01/17	02/21	03/20	04/17	05/15	06/19	07/17	08/21	09/18	10/16	11/20
Vacant	AP													
Amber Taylor Seated 11/15	BC	X												
Brittney Givens Seated 11/15	BB	X												
Kimberly Wesley Seated 11/15	BLC	X												
Vacant	COP													
Vacant	CW													
Elda Perez Seated 11/15	CR	X												
Seated	EHS/HB													
Juan Mozqueda Seated 08/11	EL	E												
Tami Joslin	FP													
Zoila Lucero Seated 11/15	FT	X												
Vacant	G													
Inedelia Lopez	GH													
Song Vang	GSC													
Latreece Anderson Seated 11/15	H	X												
Devon McCracken Seated 06/11	HB	X												
Elvia Vasquez	HB													
Vacant	IC													
Taneisha Johnson	HP													
Vacant	JC													
Tancy Vang	K													
Vacant	LVS													
Vacant	MCBB													
Amanda Sokol Seated 11/15	M	X												
Praveena Chaudhary Seated 11/15	NC	X												
Connie Wallace Seated 11/15	NJ	X												
Claudine Ayala Seated 11/15	NH2	X												
Erika Contreras Seated 11/15	NV	X												
Johnny Sanders Seated 11/15	PA	X												
Vacant	PP													
Vacant	SF													
Vacant	SN													
Regina Brizzee s/b seated 11/15	SP	U												
Socorro Gutierrez Seated 11/15	V	X												
Laura Meza Seated 11/15	WG	X												
Vacant	WP													
Vacant	FPR	X												
Rebecca Lewis Seated 11/15	GPR	X												
	MIR													
Mary Brown	OGC	X												
Tamara Knox s/b seated 11/15	PPR	E												
Vacant	PPR													

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. Mary Brown, at 203-3829, 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	K:	Kennedy Estates
BC:	Bannon Creek	LVS:	LaVerne Stewart
BB:	Bright Beginnings	M:	Mather
BLC:	Broadway Early Learning Center	MCBB	Marie Cleveland's Bright Beginnings
CR:	Crossroad Gardens	NC:	Nedra Court
CW:	Countrywood	NH:	New Helvetia 2
EHS:	Early Head Start	NJ:	Norma Johnson
EL:	Elkhorn	NV:	Northview
FP:	Freedom Park	PA:	Parker Avenue
FT:	Fruitridge	PP:	Phoenix Park
G:	Galt	SF:	Solid Foundation
GH:	Grizzly Hollow	SN:	Sharon Neese
GSC:	Grant Skills Center	SP:	Strizek Park
H:	Hillsdale	V:	Vineland
HB:	Home Based	WG:	Walnut Grove
HP:	Hopkins Park	WP:	Whispering Pines
IC:	Illa Collin		
JC:	Job Corps		

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 NOVEMBER 15, 2011 PAC MEETING

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review and approve the minutes of the PAC meeting of November 15, 2011.

RECOMMENDATION:

Approve the minutes of the November 15, 2011 PAC meeting.

NOTES:

ACTION: Moved: _____ Second: _____

VOTE: Aye _____ Nay: _____ Abstain: _____

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, November 15, 2011
9:00 a.m.

I. Welcome

- A. Call to Order/Roll Call: Ms. Mary Brown called the meeting to order at 9:08 a.m. The Pledge of Allegiance was recited. Ms. Consuelo Lopez was introduced as the translator. Ms. Connie Wallace, Secretary, called the roll; a quorum was confirmed. The Thought of the Day was read by Mary Brown.

Members Present:

Socorro Gutierrez
Devon McCracken
Yvette Hernandez
Zoila Lucero
Kelly Martin
Mary Brown
Amanda Sokol
Praveena Chaudhary
Connie Wallace
Erika Contreras
Victor Goodwin
LaShonda Tablit
Rebecca Lewis
Laura Meza

Members Absent:

Juan Mozqueda (E)
Tamara Knox (E)
Misty Sanders (E)

II. Consent Item

- A. Approval of Minutes for PAC Regular Meeting October 18, 2011

Minutes were reviewed; no questions or corrections.

Moved/Gutierrez, second/Goodwin, to approve the minutes of the October 18, 2011 meeting.

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

Ms. Amanda Sokol, Ms. Laura Meza, and Ms. Zoila Lucero arrived at 9:10 a.m.

III. Information Items

- A. Standing Information

➤ Parent/Staff Recognitions: None.

- Fiscal Report/Corporate Card Monthly Statement of Account: Mr. Roger Bartlett reported that the budget is 23.5% spent for the year; salaries consist of 22.6% of expenses. Training/Technical Assistance expenditures are slow at being spent and the full implementation comes later in the year. The ARRA grants have been completed as of September, 2011.
- The Comparison of Medi-Cal and Healthy Families: Ms. Denise Lee introduced Ms. Taylor Priestly, a former staff member that now is working on different projects through U. C. Berkeley. Ms. Priestly provided an overview of MediCal covered families. Only half of children covered by Medi-Cal received a dental exam outside the classroom.
- Committee Reports
 - ✓ Executive Committee: Ms. Brown reviewed the most recent meeting critique.
 - ✓ Budget/Planning Committee: No additional report.
 - ✓ Health Services Advisory Committee Report – Ms. Yvette Hernandez reported on the October 26 meeting. Ms. Taylor Priestly provided a presentation on dental; there was a presentation on disaster preparation. There was information provided on the importance of blood lead level testing.

➤ Seating of New Parent Advisory Committee Representatives (2011-2012)

Termed out board members left the board platform: Ms. Kelly Martin, Ms. Yvette Hernandez, Ms. LaShonda Tablit, and Mr. Victor Goodwin. Ms. Brown is also termed out but will be holding the seat until the officers are elected next month.

Ms. Ebony Edmonds, alternate from Northview, was acknowledged. Ms. Edmonds came to see how the meetings are run.

The remaining members introduced themselves: Ms. Erika Contreras, Ms. Amanda Sokol, Ms. Zoila Lucero, Ms. Laura Meza, Ms. Praveena Chaudhary, Ms. Rebecca Lewis, Ms. Socorro Gutierrez, Ms. Connie Wallace, and Ms. Devon McCracken.

Three members are holding their seats until a new representative is chosen: Ms. Zoila Lucero, Ms. Devon McCracken, Ms. Amanda Sokol, and Mr. Juan Mozqueda.

The following new members were seated:

- * Ms. Amber Taylor, Bannon Creek Head Start
- * Ms. Brittney Givens, Bright Beginnings Head Start
- * Ms. Kimberly Wesley, Broadway Head Start
- * Ms. Latreece Anderson, Hillsdale Head Start
- * Ms. Praveena Chaudhary, Nedra Court Head Start
- * Ms. Connie Wallace, Norma Johnson Head Start
- * Ms. Erika Contreras, Northview Head Start

- * Mr. Johnny Sanders, Parker Head Start
- * Ms. Socorro Gutierrez, Vineland Head Start
- * Ms. Laura Meza, Walnut Gove Head Start
- * Ms. Lena Kay Williams, Foster Parent Representative
- * Ms. Rebecca Lewis, Grandparent Representative

➤ Introduction of PAC Representatives: New PAC board members introduced themselves.

- * Ms. Claudia Ayala, New Helvetia II, was seated.

➤ Introduction of SETA Head Start Staff: Staff came to the microphone and introduced themselves.

➤ How to Present and Make Recommendations: Ms. Brown reviewed the process by which motions are made.

➤ Board Procedures

- Conflict of Interest – Ms. Nancy Hogan reviewed the conflict of interest policy. All board members are required to file statements during their tenure on the board.
- Reimbursements and Budget/Planning: Mr. Roger Bartlett reviewed the process by which parents are reimbursed for their expenses. Mr. Bartlett also spoke of participation in the Budget/Planning Committee.
- Personnel: Ms. Bonnie Bilger asked that members interested in participating in the screening or interviewing of potential staff to contact Ms. Marie Desha.

Ms. Elda Perez, Crossroads Head Start, was introduced and seated at 10:20 a.m.

➤ Officer Elections – December 20, 2011: Ms. Brown stated that board members interested in serving as an officer will receive training for their position.

IV. Action Items (2011-2012 Parent Advisory Committee)

A. Election of Policy Council Representatives and Alternates

Ms. Brown reviewed background information for the Policy Council.

Ms. Desha stated that serving on the Policy Council is a great opportunity to learn more about Head Start and Early Head Start.

Mr. Victor Goodwin spoke before the board regarding his involvement on the Policy Council.

Those interested in serving on the Policy Council: Devon McCracken, Claudine Ayala, Connie Wallace, Socorro Gutierrez, Johnny Sanders, Amber Taylor, Elda Perez, Latreece Anderson, Kimberly Wesley.

Moved/Gutierrez, second/Contreras, that the PAC elect six representatives and six alternates to the Policy Council.

Board members spoke of their interest in serving on the Policy Council.

Show of hands vote: Aye: 17, Nay: 0, Abstentions: 1 (Brown)

Votes: Claudine: 1, Devon: 1, Connie: 5, Socorro: 4, Elda: 1, Amber: 2, Latreece: 1, Johnny: 1, and Kimberly: 1

Newly elected Policy Council Representatives: Connie Wallace, Socorro Gutierrez, and Amber Taylor.

Runoff vote: Claudine: 4, Devon: 4, Elda: 1, Latreece: 4, Johnny: 3, and Kimberly: 1

Newly elected PC Representatives: Claudine Ayala, Devon McCracken, and Latreece Anderson.

PC Alternates: Johnny Sanders, Elda Perez, and Kimberly Wesley.

Ms. Sokol stated that she was interested in serving as an alternate. Ms. Sokol will serve as an alternate.

- B. Election of Representatives and Alternates to Attend the National Head Start Association Annual Parent Training Conference, Friday, December 9 – Tuesday, December 13, 2011, New Orleans, Louisiana

Ms. Brown reviewed this board item and the conference attendance guidelines.

Ms. Givens asked to be excused and left the meeting at 11:15 a.m.

Ms. Desha reviewed the schedule at a glance and spoke of the board members' responsibilities in order to participate in the conference.

Ms. Elda Perez asked to be excused at 11:30 a.m.

Moved/Gutierrez, second/Ayala, that the PAC elect two representatives and two alternates to attend the NHSA Annual Parent Training Conference.

Show of hands vote: Aye: 16, Nay: 0, Abstentions: 1 (Brown)

Those interested in attending: Johnny, Kimberly, Connie, Rebecca, Amber, Latreece, and Claudine. Members spoke of their interest in the conference.

Votes: Johnny: 2, Kimberly: 1, Connie: 2, Rebecca: 3, Amber: 4, Latreece: 3, Claudine: 1

Ms. Amber Taylor will be one of the representatives going to the Parent Training Conference in New Orleans.

There was a run off between Rebecca Lewis and Latreece Anderson:
Votes: Rebecca: 11, Latreece: 5

Ms. Rebecca Lewis will be the second representative going to the Parent Training Conference in New Orleans.

Ms. Latreece Anderson will be the first alternate.

Vote for second alternate:
Johnny: 11, Connie: 6

Mr. Sanders will be the second alternate.

Mr. Victor Goodwin spoke of his attendance at the Atlanta, Georgia Parent Conference that was held three years ago. He urged attendees to participate in as many workshops as possible. It is a great opportunity to meet other Head Start parents.

III. Information Items (continued)

A. Standing Information

- Calendar of Events and Activities, Parent/Family Support Unit: Ms. Brown reviewed the upcoming events.
- PC/PAC Calendar of Events: Ms. Brown referred to the Know Your Rights workshop.

Ms. Sokol asked if other types of interpretation were available. Ms. Desha replied that given enough notice, all languages, even American Sign Language, could be provided.

- Community Resources: None.
- Child Care Center Food Menu: No comments.

B. Governing Board Minutes of October 6, 2011: No comments.

V. Other Reports

- Head Start Deputy Director's Monthly Report: Ms. Denise Lee urged board members to assist staff on working on the Head Start 30 year celebration. Head Start laws are being reviewed and updated. The most recent law was passed December 2007 where low-performing programs would have to re compete for their grant. There is much higher accountability for Head Start programs in times of budget cuts. Programs re competing for awards would force accountability in fiscal and program outcomes. There is pressure to ensure the Sacramento Head Start program continues to provide outstanding services to children and

families. Ms. Lee spoke of the recent closure of the LaRiviera Head Start Center. Children were temporary moved to Mather or the Broadway centers.

➤ **Managers' Reports**

- **Program Support Services Report:** Ms. Brenda Campos supervises health and nutrition services which includes developing policies and procedures for all health areas in Head Start. Over 4,000 meals and snacks are served every day. Ms. Kimberly Wesley asked if equipment in the kitchen needs to be replaced who she would talk to. Ms. Campos replied that Ms. Wesley should talk to her site supervisor and follow the chain of command.
- **Parent/Family Support Report:** Ms. Lisa Carr reported that last year there was a fantastic Parent Conference; she urged parents to work on the 2012 Parent Conference planning committee. Ms. Carr will be asking board members what kind of workshops they are interested in attending. Staff is still working with the families displaced by the closure of the LaRiviera Center. Ms. Carr urged board members to attend their center's parent meetings. Next month Ms. Carr will speak about attendance and customer service. Ms. Taylor asked about the Healthy Marriages workshops; Ms. Carr will be providing more information on these workshops at the December meeting.
- **Child Development and Education Services Report:** Ms. Karen Gonzales reported that the Agency recently hired five Site Supervisors and will be hiring an additional six teachers. There will be more Associate Teachers hired for the infant/toddler classrooms. Ms. Gonzales distributed information on the Head Start Child Development and Early Learning Framework.

VI. Discussion

Ms. Zoila Lucero, Fruitridge Head Start, thanked Head Start for offering the discipline workshops. On December 21st, there will be an activity by the Family Service Worker on decorating a Christmas tree. Tomorrow, there will be a meeting at Ms. Lucero's center; she's looking for a translator to assist in the parent meetings. In addition, there will be a Thanksgiving dinner tomorrow for parents only so the parents can relax.

Ms. Amanda Sokol, Mather Head Start, stated that for a holiday project, children will be making different headbands for the different Christmas carols. The parents will be going into the classes to teach the kids the songs and there will be a performance for the parents the week before Christmas.

VII. Public Participation: None.

VIII. Adjournment: The meeting was adjourned at 12:12 p.m.

ITEM III-A – ACTION

SELECTION OF REPRESENTATIVES AND ALTERNATES
TO ATTEND THE ANNUAL CALIFORNIA HEAD START ASSOCIATION (CHSA)
PARENT TRAINING CONFERENCE

BACKGROUND:

This agenda item provides an opportunity for Parent Advisory Committee to select two (2) representatives and two (2) alternates to attend the Annual California Head Start Association (CHSA) Parent Training Conference. The Conference will be held at the Hyatt Regency Orange County, Garden Grove, CA, January 30-February 3, 2012 (Monday-Friday).

Please see attached Conference Attendance Guidelines and conference information.

RECOMMENDATION:

That the Parent Advisory Committee elects two (2) representatives and two (2) alternates to attend the CHSA Annual Parent Conference.

NOTES:

Representatives nominated:

Alternates elected:

ACTION: Moved: _____ Second: _____

VOTE: Aye _____ Nay: _____ Abstain: _____

PARENT ADVISORY COMMITTEE REPRESENTATIVE CONFERENCE ATTENDANCE GUIDELINES

The following guidelines for Parent Advisory Committee Representatives attending a Head Start Parent Conference are as follows:

1. Priority preference for selection to attend a Head Start Conference will be given to Parent Advisory Committee (PAC) Representatives who have not had an opportunity to attend a Head Start Conference.
2. The PAC Representative must give a written report to the PAC at the next scheduled PAC meeting upon his/her return from the parent conference (local or out-of-state). The Travel Approval and Expense Claim Form will not be approved until written report has been received.
3. The PAC Representative's report must include the PAC Representative's name, conference title, date, location, and workshops attended.
4. Networking information and additional comments are optional.

General Information

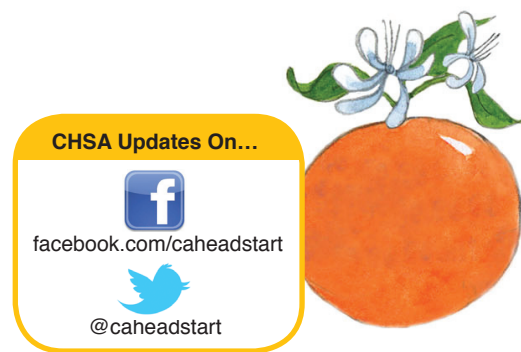
Registration will be handled entirely online. Our online system can accommodate P.O.'s. If you have questions about the online system, contact Sala Chidambaram, sala@caheadstart.org

Early Bird Pricing available until December 16, 2011

Cancellation and Refund Policy

CHSA charges an administrative fee of \$50 per cancellation. All cancellations or requests for refunds must be made in writing and received by CHSA prior to the registration deadline of January 13, 2012. Cancellations or requests received after that date will not be refunded.

**REGISTER ON-LINE AT:
www.caheadstart.org/conference**



Registration

Early Bird Registration Pricing Until Dec. 16, 2011
Registration closes January 13, 2012

Parent & Family Engagement Conference - January 30 & 31

Early bird - \$299 member/\$335 non-member
Regular - \$329 member/\$365 non-member

Research Institute - January 31

Early bird - \$199 member/\$225 non-member
Regular - \$209 member/\$235 non-member

Education Conference - February 1-3

Early bird - \$289 member/\$325 non-member
Regular - \$319 member/\$355 non-member

Education Conference - ONE DAY (Wednesday, Thursday, or Friday)

Early bird - \$145 member/\$170 non-member
Regular - \$155 member/\$180 non-member

Public Policy Breakfast - February 1

\$55 per ticket (limited supply)

Awards Luncheon - February 2

\$55 per ticket (limited supply)

Box Lunch - February 3

\$5.00 per ticket

Lead Presenters

Lead presenters selected to present workshops at the conference will receive a 50% discount on registration. All co-presenters will need to register at the regular price.

Food Details

- Parent & Family Engagement Conference: Continental Breakfast 1/30, Lunch 1/30 & 1/31.
- Edward Zigler Research Institute: Continental Breakfast & Lunch 1/31.
- Education Conference: Continental Breakfast 2/2, Boxed Lunch (\$5) 2/3.

*All prices are for advance registration - onsite registration prices are higher.

Special Offerings

Awards Luncheon - February 2

Each year CHSA honors special individuals from within California's Head Start Community: Administrator, Program Services Staff, Educator, Support Staff, Parent, Friend of Head Start, and Lifetime Special Award. This inspiring event is regarded as a conference highlight.

Public Policy Breakfast - February 1

This morning plenary features policy leaders and advocates who are leading the agenda on behalf of at-risk children.

Family Engagement Staff Workshops: January 30 & 31

This year's Parent & Family Engagement Conference is expanding and deepening offerings for parent staff.

Sample Workshops:

- California Head Start TTA – Family Engagement To Support School Readiness
- Ronald Mah – Cultural Jeopardy, Expression Areas of Cultural Differences and Similarities
- Diane Sabori, Social Service Manager – Setting Boundaries and Building Relationships with Head Start Parents and Families

Home Base Strand: February 1-3

This year we are offering an entire strand devoted to home visitors. Sample Workshops:

- California Head Start TTA – HS/EHS Home-based teaching strategies to support school readiness
- California Head Start TTA – Socialization & Home Visit Connections
- OHS National Center of Excellence – CSEFL for home visitors
- Safety and Home Visiting

CLASS Strand: February 1-3

This year we will offer our most extensive array of workshops on CLASS. Sample Workshops:

- John Gunnarson, Consultant, Early Care and Education – Beyond CLASS Assessment: Training teachers to learn and use the CLASS strategies and apply them within a project
- OHS National Center of Excellence – How to support higher order thinking skills for concept development
- Facilitated Panel of High Scoring CLASS Head Start programs on best practices

Hotel Information

Hyatt Regency Orange County

11999 Harbor Blvd • Garden Grove, CA 92840

Room Rate: \$149 Single/Double

Reservation Telephone: (714) 971-1721

Hotel Deadline: December 30, 2011

Kid Suite - Additional \$40 - Free Shuttle to Disneyland

Parking - Self-Parking: \$15 per day / Includes in & out privileges

Valet-Parking: \$21 per day

Airports & Shuttles

John Wayne/Orange County Airport (SNA)

Distance: 13 miles

Super Shuttle: \$10 per person/one way

Disneyland® Resort Express Bus:

\$11 per person/from hotel to airport only

Additional Transportation through Hotel Concierge:

Van - \$75 one way (10 passengers w/ luggage)

Los Angeles International Airport (LAX)

Distance: 35 miles

Super Shuttle: \$16 per person/one way

Disneyland® Resort Express Bus:

\$17 per person/from hotel to airport only

Additional Transportation through Hotel Concierge:

Van - \$120 one way (10 passengers w/ luggage)

Register online: caheadstart.org/conference



California Head Start Association
1107 9th Street, Suite 810
Sacramento, CA 95814



Orange County, California

January 30 - February 3, 2012



HEAD START
in the Pursuit
of
Quality

NON PROFIT ORG
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SACRAMENTO, CA
Permit no. 1676

CHSA Conference • Jan. 30 - Feb. 3, 2012

Orange County, California

Register Now at caheadstart.org/conference

Early Bird Pricing available until December 16, 2011
Register On-line Now!

HEAD START Relentless in the Pursuit of Quality

CHSA Conference • Jan. 30 - Feb. 3, 2012

CHSA Education Conference
February 1 - 3, 2012

CHSA Parent & Family Engagement Conference January 30 & 31, 2012

CHSA has redesigned and renamed our Parent Conference. Starting this year, it will be the Parent & Family Engagement Conference, to reflect our deeper focus on content for parent staff, as well as the traditional offerings for parent leaders.

Who Should Attend?

The conference is aimed at Head Start parents, Parent Involvement coordinators, Policy Council Members, Family Service Outreach Workers and Advocates.

Conference Keynote Speakers

Monday, January 30 • Opening Keynote:

Ronald Mah

Building a Child's Village



The "villages" of children are the smaller and larger communities in which they explore and experiment, as they develop both their sense of selves and a sense of belonging. Mah will describe the evolving nature of the "villages" or communities and the critical nature of collaboration among invested adults: parents, caregivers, and educators. Fundamental expectations, environments, guidance, and discipline will derive from the collaboration. How well or poorly the adult "village" or community communicates will determine the healthy or unhealthy development of children to enter the larger community today and in the future. Professional responsibilities and guidance how to create the adult coalition will be discussed.

Tuesday, January 31 • Closing Keynote:

Regina Louise



TRIUMPH OF THE SPIRIT is the only way to describe Regina Louise's trials as an orphan discarded by most—if not all the adults in her life. Her life is one of a child who prevails against all odds, whose resilience shines through each attempt to break her, and whose sheer will to not only survive, but to thrive, is a beacon to us all.

Living in well over 30 foster homes, group homes and psychiatric facilities, and overcoming dangerous withdrawals from inaccurately prescribed drugs, Regina took charge of her life. After missing many years of formal education and labeled "below-average or marginal at best," Regina's optimism and perseverance helped her become a clear definition of resilience.

CHSA's Education Conference is designed to advance the knowledge and skills of those involved in the education of our children age zero to five. This year we have added a special strand for home visiting staff, offering a range of workshops dedicated exclusively to Home Visitors.

This year's event will feature trainers from OHS' National Center on Quality Teaching and Learning, as well as OHS' California based trainers, West Ed, and many other experts from across the field. This conference provides an opportunity to enhance developmentally appropriate practices, learn critical new skills, broaden awareness, and acquire resources to enable Head Start children and their families to thrive.

Who Should Attend?

The conference is aimed at the array of individuals educating our children including teachers, site managers, home based supervisors, child development and education managers, family and community partnership managers and agency directors for both Head Start and Early Head Start.



Edward Zigler Western Research Institute January 31, 2012

The institute is planning a practitioner focused program, with the theme of Research Based Child Assessment and Outcomes; with a focus on instruments, Pre-K to Grade 3, and longitudinal data analysis, Effective family engagement, and Relevancy to OHS National Centers. The Institute is co-sponsored by CHSA, RIXHSA, & NHSA.

The California Head Start Association invites you to join us in Garden Grove, California, January 30-February 3, 2012. This week long event houses our Parent & Family Engagement Conference, Education Conference, Research Institute, and additional special events such as the Awards Luncheon and Public Policy Breakfast.

Conference Keynote Speakers

Wednesday, February 1 • Opening Keynote

Jodi Pfarr

Understanding How Economic Class Impacts the Work We Do



Pfarr is a lead presenter and consultant on Bridges Out of Poverty, a nationally recognized curriculum developed by Ruby Payne and the Aha! Process, Inc.

Jodi Pfarr of Minneapolis, MN, brings to her audiences the knowledge gained from direct experience with not-for-profit organizations. Pfarr served as Executive Director of Emma Norton Services, providing housing to single women with issues around low income, mental illness, and/or chemical dependency. She worked several years for Catholic Charities, supervising low-income housing units for people with mental illness, chronic inebriation, and/or low incomes. This followed her post of supervising the Special Needs Shelter for the Salvation Army.

Friday, February 3 • Closing Keynote

Stacey Bess

What Do We Owe Our Children



Stacey Bess author of *Nobody Don't Love Nobody* and child advocate takes us on a unique journey into the lives of her underprivileged students. Her message is of love and anger, of fear warmed by triumph, of loss tinged with hope. They are stories you will never forget.

Her memoir *Nobody Don't Love Nobody* inspired the Hallmark Hall of Fame Movie "Beyond the Blackboard." In a small shed behind a community homeless shelter, Stacey Bess taught Kindergarten through sixth grade to children with no homes and little hope, an experience that effected a profound change in the teacher as well as her students. Stacey discovered that by teaching and modeling love, self-worth, personal power, and courage she could reach children who had previously been labeled unteachable. These children have grown into living proof that Stacey's methods work.



Preliminary Schedule

Parent & Family Engagement Conference

Monday, January 30

7:30am	Registration & Continental Breakfast (included)
9:00 - 10:15am	Opening Session, Keynote: Ronald Mah
10:30 - 12:00pm	Workshops
12:00 - 1:15pm	Lunch (included)
1:30 - 3:00pm	Workshops
3:15 - 4:45pm	Workshops
5:00 - 6:00pm	Networking Reception

Tuesday, January 31

6:30am	Health Walk
7:30am	Registration
9:00 - 10:30am	Workshops
10:45 - 12:15pm	Workshops
12:15 - 12:45pm	Lunch
12:45 - 2:00pm	Closing Session, Keynote: Regina Louise

Edward Zigler Western Research Institute

Tuesday, January 31

8:00am	Registration & Continental Breakfast (included)
9:00 - 10:00am	Opening Session
10:00am - 12:00pm	Research Presentations
12:00 - 1:30pm	Lunch (included)
2:00 - 4:00pm	Research Presentations
4:00 - 5:00pm	Reception

Education Conference

Wednesday, February 1

7:00am	Registration
8:00 - 9:30am	Public Policy Breakfast
8:30 - 4:00pm	Exhibits
10:00 - 11:30am	Opening Session, Keynote: Jodi Pfarr
11:30 - 1:30pm	Lunch Break/Exhibit Pavilion
1:30 - 2:45pm	Workshops
2:45 - 3:30pm	Snack Break w/Exhibitors
3:30 - 5:00pm	Workshops

Thursday, February 2

6:30am	Health Walk
7:30am	Registration & Continental Breakfast (included)
8:30 - 10:00am	Workshops
10:15 - 11:45am	Workshops
12:00 - 2:00pm	Awards Luncheon
2:00 - 2:00pm	Lunch Break/Exhibits
2:00 - 3:30pm	Workshops
3:45 - 5:15pm	Workshops

Friday, February 3

7:30am	Registration
8:30 - 10:00am	Workshops
10:15 - 11:45am	Workshops
12:00 - 1:15pm	Closing Session, Keynote: Stacey Bess

California Head Start Association - 2012 Annual Conference

Agenda - 5-Day Snapshot

<i>January 30, Monday</i> Parent & Family Engagement Conference - Day 1 CHSA & RIXHSA Board Mtg.	January 31, Tuesday Parent & Family Engagement Conference - Day 2 Research Institute	<i>February 1, Wednesday</i> Education Conference - Day 1 Public Policy Breakfast	<i>February 2, Thursday</i> Education Conference - Day 2 Awards Luncheon	<i>February 3, Friday</i> Education Conference - Day 3
Registration 7:30-4:00 Continental Breakfast (provided) 7:30-9:00am Opening Session (local entertainment) Keynote: Ronald Mah 9:00-10:15am Workshops 10:30-12:00pm Lunch (Provided) 12:00 – 1:15pm Workshops 1:30-3:00pm Workshops 3:15-4:45pm Parents Reception Local Attractions (Maps) 5:00 – 6:00pm *CHSA Board Meeting *RIXHSA Board Meeting	Health Walk 6:30am (lobby) Registration 7:30-4:00 Workshops 9:00 – 10:30am Workshops 10:45 – 12:15pm Lunch (Provided) 12:15 – 12:45pm Closing Session (local entertainment) Keynote: Regina Louise 12:45-2:00 Research Institute 8:00am – 5:00pm Keynote: Peg Burchinal *CHSA V.I.P. President's Reception 7:00 -9:00pm	Exhibit Pavilion 11:30am- 4:00pm Registration 7:00-4:00 8:00am- 9:30am Public Policy Breakfast Keynotes: TBD Opening Session Welcome: Loretta Sanchez (invited) Regional Update: Jan Len Keynote: Jodi Pfarr 10:00- 11:30am Lunch Break/Exhibit Pavilion 11:30 -1:30pm Workshops 1:30 – 3:00pm Midday Break w exhibitors 3:00- 3:30pm Workshops 3:30-5:00pm	Health Walk 6:30am (lobby) Exhibit Pavilion 7:30am- 3:00pm Registration 7:30-3:00 Workshops 8:30 – 10:00am Workshops 10:15 – 11:45pm Closing Session Keynote: Stacey Bess 12:00 – 1:15pm \$5.00 boxed lunch	Registration 7:30-11:00 Workshops 8:30-10:00am Workshops 10:15-11:45pm Closing Session Keynote: Stacey Bess 12:00 – 1:15pm \$5.00 boxed lunch

California Head Start Association - 2012 Annual Conference

Theme: Relentless in the Pursuit of Quality

The California Head Start Association invites you to join us in Garden Grove, CA January 30-February 3, 2012. This week long event houses our Parent & Family Engagement Conference, Education Conference, Research Institute, and additional special events such as the Awards Luncheon and Public Policy Breakfast.

EarlyBird Pricing Until Dec 16

Event Details

Parent and Family Engagement Conference - New for 2012 - Jan. 30 & 31

CHSA has redesigned and renamed our Parent Conference. Starting this year, it will be the Parent & Family Engagement Conference, to reflect our deeper focus on content for parent staff, as well as the traditional offerings for parent leaders. It will include the latest content on family engagement, as developed by the Office of Head Start.

Who should attend? Parents, parent involvement coordinators, Policy Council members, family service outreach workers and advocates will all find this event valuable.

Education Conference - Feb. 1-3

CHSA's Education conference advances the knowledge and skills of those involved in the education of children age zero to five. This year we have added a special strand for home visiting staff, offering a range of workshops dedicated exclusively to Home Visitors and their educational needs. This event imparts developmentally appropriate practices, teaches critical new skills, broadens awareness and disseminates valuable educational resources. This year's event will feature trainers from OHS' National Center on Quality Teaching and Learning, as well as OHS' California based trainers, West Ed, and many other experts from across the field.

Who should attend? Teachers, site managers, home based supervisors, child development and education managers, family and community partnership managers and program directors for both HS and EHS will find this event invaluable.

Ed Zigler Research Institute - Jan. 31

The institute is planning a practitioner focused program. The Institute is co-sponsored by CHSA, RIXHSA, & NHSA.

Sponsored by Kaplan Early Learning Company

Awards Luncheon - Feb. 2

Each year CHSA honors special individuals from within California's Head Start Community: Administrator, Program Services Staff, Educator, Support Staff, Parent, Friend of Head Start, and Lifetime Special Award. This inspiring event is regarded as a conference highlight.

Public Policy Breakfast - Feb. 1

This morning plenary features policy leaders and advocates who are leading the agenda on behalf of at-risk children.

Printable Conference Brochure

Airports, Shuttles, Parking & Hotel Rates

Airport & Shuttles

John Wayne/Orange County Airport (SNA)

Distance: 13 miles

Super Shuttle: \$10 per person/one way

Disneyland® Resort Express Bus: \$11 per person/from hotel to airport only

Additional Transportation through Hotel Concierge: **Van** -\$75 one way (10 passengers w/ luggage)

Los Angeles International Airport (LAX)

Distance: 35 miles

Super Shuttle: \$16 per person/one way

Disneyland® Resort Express Bus: \$17 per person/from hotel to airport only

Additional Transportation through Hotel Concierge: **Van** \$120 one way (10 passengers w/ luggage)

Parking

Self-Parking: \$15 per day / Includes in & out privileges

Valet-Parking: \$21 per day

Hotel Rates:

Hyatt Regency Orange County

11999 Harbor Blvd, Garden Grove, CA 92840

Hotel Reservations: (714) 750-1234

Single/double \$149

Kid suite - Additional \$40 - Free Shuttle to Disneyland

When

Monday, January 30, 2012 - Friday, February 3, 2012

Where

Hyatt Regency Orange County
11999 Harbor Blvd
Garden Grove, CA 92840
(714) 750-1234

Planner

[California Head Start Association](#)

ITEM III-B – ACTION

ELECTION OF PARENT ADVISORY COMMITTEE OFFICERS 2011-2012

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee (PAC) to elect officers for Program Year 2011-2012. The duties of PAC officers shall be as prescribed in the Bylaws and shall also include such other duties as may be established by the PAC that are not in conflict with these Bylaws, Article V – Officers, Section 3: Duties of Officers.

SECTION 3: Duties of Officers

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

- A. The Chair of the PAC shall preside over all meetings of the PAC and implement all policies and programs of the PAC. The Chair shall act as the official agent of the PAC in all matters relating to the PAC, and shall be the chief spokesperson and public relations officer for the PAC. The Chair shall have the power to appoint, both in and out of the PAC, any additional positions as needed with ratification of the PAC. The Chair shall represent the PAC at the National Head Start Association Conference (as funds allow for representation). The Chair shall be an Ex-officio member of all committees and shall represent the PAC at all Governing Board meetings, but shall adhere to the provisions of Article IV, Meetings; Section 3, as it relates to reimbursement.
- B. The Vice Chair shall serve as Chair of the PAC in the absence of the Chair, and shall have all the delegated powers. The Vice Chair will assume position of Chair if seat of Chair is vacated. An election will be held for Vice Chair. Should both the Chair and Vice Chair leave office simultaneously, an election will be held at the next regularly scheduled meeting to replace both. The Secretary shall preside over the election in this event.
- C. The Secretary shall keep a record of the current and preceding minutes at each meeting, record resolutions or motions adapted, as may be necessary to expedite the PAC's business. The Secretary shall oversee the Social/Hospitality Committee.
- D. The Treasurer shall keep such records, files and accounts as may be necessary to expedite PAC's business, work with staff/PAC Secretary and will oversee the Budget/Planning Committee. The Treasurer shall be a member of the Social/Hospitality Committee.

ITEM III-B – ACTION (continued)
Page 2

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

RECOMMENDATION:

That the Parent Advisory Committee elect a Chair, Vice Chair, Secretary, Treasurer, and Parliamentarian.

Chair:

Vice Chair:

Secretary:

Treasurer:

Parliamentarian:

ACTION: Moved: _____ Second: _____

VOTE: Aye _____ Nay: _____ Abstain: _____

ITEM IV-A – INFORMATION

STANDING INFORMATION

BACKGROUND:

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

B. Standing Information





- PC/PAC Calendar of Events: Ms. Mary Brown
- Parent/Staff Recognitions
- Fiscal Report/Corporate Card Monthly Statement of Account –
Mr. Roger Bartlett (attached)
- Child Care Center Food Menu (attached)
- Community Resources-Parents/Staff: Ms. Mary Brown

NOTES:

PC/PAC CALENDAR OF EVENTS

<u>EVENT</u>	<u>DATE</u>
PC/PAC Budget/Planning Committee	Tuesday, December 13, 2011 9:00 a.m. 925 Del Paso Blvd., Suite 100 Oak Room
PAC Executive Committee Meeting	Thursday, December 22, 2011 9:00 a.m. 925 Del Paso Blvd., Suite 100 Oak Room
PC/PAC New Board Member Orientation	Friday, January 6, 2012 9:00 a.m. – 1:00 p.m. (Registration at 8:30 a.m.) 925 Del Paso Blvd. SETA Board Room
PC Executive Committee Meeting	Monday, January 9, 2012 9:00 a.m. - 10:30 a.m. 925 Del Paso Blvd., Suite 100 Olympus Room
SETA Head Start County-wide Officer Training	Friday, January 13, 2012 9:00 a.m. - 12:30 p.m. (Registration at 8:30 a.m.) 925 Del Paso Blvd., Suite #100, Room to be announced.
California Head Start Association 2012 Annual Parent Training Conference	Monday, January 30 – Friday, February 3, 2012 Hyatt Regency Orange County Garden Grove, CA

December 2011

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 4				1	2
Week 5	5 Breakfast: Whole Grain Pancakes/Syrup, Mango Chunks, Milk Lunch: Chili Con Carne/Bean, Saltine Crackers, Diced Apricots, Milk Snack: Jungle Crackers, Milk	6 Breakfast: Whole Wheat Banana Muffin, Kiwi, Milk Lunch: Refried Beans, Flour Tortilla, Tomato Salsa, Tangerine or Strawberries, Milk Snack: Whole Wheat Kix Cereal, Milk	7 Breakfast: Whole Grain Biscuit/Jelly, Diced Peaches, Milk Lunch: Chicken Vegetable Stew, Whole Wheat Dinner roll, Cantaloupe, Milk Snack: Sound Bites Whole Grain Crackers, Banana	8 Breakfast: Oatmeal with Raisins, Pineapple, Milk Lunch: Beef & Whole Wheat Macaroni, Tomato Sauce, Green Salad/Dressing, Orange, Milk Snack: Bean Dip, Flour Tortilla	9 Breakfast: Multi Grain Cheerios, Banana, Milk Lunch: Roasted Turkey on Whole Wheat Bread, Broccoli/Dip, Kiwi, Milk Snack: American Classic Wheat Crackers, Cheese Stick
Week 6	12 Breakfast: Oatmeal Cereal, Cantaloupe, Milk Lunch: American Cheese on Whole Wheat Bread, Baby Carrots, Orange, Milk Snack: Oranges, Strawberries, Yogurt	13 Breakfast: Whole Grain Kix Cereal, Orange, Milk Lunch: Baked Chicken, Mixed Vegetables, Whole Wheat Texas Toast, Kiwi, Milk Snack: Whole Wheat Apple Cinnamon Muffin, Banana	14 Breakfast: Whole Wheat Banana Muffin, Diced Pears, Milk Lunch: Salisbury Beef Steak/Gravy, Mashed Potatoes, Cantaloupe, Whole Wheat Dinner Roll, Milk Snack: Tropical Treat, Whole Grain Crackers, Pear	15 Breakfast: Bagel & Cream Cheese, Banana, Milk Lunch: Chicken and Noodles, California Blend Vegetables, Tangerine or Strawberries, Milk Snack: Dreamy Orange Whole Grain Mini Loaf, Milk	16 Breakfast: Whole Wheat Blueberry Muffin, Diced Apricots, Milk Lunch: Swiss Cheese on Whole Wheat Bread, Broccoli/Dip, Orange, Milk Snack: American Cheese Quesadilla, Butter
Week 7	19 Breakfast: Crispix Cereal, Apple, Milk Lunch: Chicken Fried Brown Rice, Orange, Milk Snack: Cheese Sticks, American Classic Wheat Crackers	20 Breakfast: Oatmeal, Banana, Milk Lunch: Macaroni & Cheese, Seasoned Green Beans, Strawberries or Tangerines, Milk Snack: Strawberry Waffle, Whole Grain Grahams, Milk	21 Breakfast: Whole Wheat Apple Cinnamon Muffin, Diced Peaches, Milk Lunch: BBQ Chicken on Whole Wheat Bun, Peas & Carrots, Cantaloupe, Milk Snack: Dreamy Orange Whole Grain Mini Loaf, Diced Pears	22 Breakfast: Whole Grain Pancakes/Syrup, Apple, Milk Lunch: Beef Meatloaf and Sauce, Mashed Potatoes, Canned Apricots, Dinner Roll, Milk Snack: Strawberry Yogurt, Fruit Cup	23 
	26	27	28	29	30
	Winter Break				

December 2011

	lunes	martes	miércoles	jueves	viernes
Semana 4				1 Desayuno: Jotqueis (Pancakes) de Grano Integral, Manzana, Miel de Arce (Maple), Comida: Pavo y Queso Enrollado en una Tortilla, Ensalada de Col, Mango, Leche. Bocadillo: Yogur de Fresa, Plátano.	2 Desayuno: Cereal Kix de Grano Integral, Chabacano Picado, Leche. Comida: Ensalada de Atún, Galletas Saladas, Zanahorias, Melón, Leche. Bocadillo: Mollete de Trigo In-tegral con Manzana y Canela, Leche.
Semana 5	5 Desayuno: Jotqueis (Pancakes) de Grano Integral con Miel, Trozos de Mango, Comida: Chile con Carne y Frijoles, Galletas Saladas, Chabacanos Picados, Leche. Bocadillo: Galletas Saladas Jungle, Leche.	6 Desayuno: Mollete de Trigo Inte-gral con Plátano, Kiwi, Leche. Comida: Frijoles Refritos, Tor-tilla de Harina, Salsa de Jitoma-te, Tanjarina o Fresa, Leche. Bocadillo: Cereal Kix de Trigo Integral, Leche.	7 Desayuno: Bizcocho de Grano Integral con Jalea, Durazno Picado, Leche. Comida: Caldo de Pollo con Verduras, Bollo para Cena de Trigo Integral, Melón, Leche. Bocadillo: Galletas Saladas de Grano Integral Sound Bites, Plátano.	8 Desayuno: Avena con Pasas, Piña, Leche. Comida: Carne de Res con Macarrón de Trigo Integral, Salsa de Jitomate, Ensalada Verde con Aderezo, Naranja, Bocadillo: Puré de Frijoles, Tortilla de Harina.	9 Desayuno: Cheerios Multigrano, Plátano, Leche. Comida: Pavo Asado con Pan de Trigo Integral, Brócoli con Aderezo, Kiwi, Leche. Bocadillo: Galletas Saladas de Trigo con Queso Americano, Barrita de Queso.
Semana 6	12 Desayuno: Cereal de Avena, Melón, Leche. Comida: Sloppy Joes en Pan de Trigo Integral, Granos Enteros de Elote, Chabacano, Leche. Bocadillo: Galletas Saladas de Grano Integral Sunrise Bites, Leche.	13 Desayuno: Cereal Kix de Grano Integral, Naranja, Leche. Comida: Pollo Horneado, Verduras Mixtas, Pan Tostado de Trigo Integral Estilo Texas, Kiwi, Leche. Bocadillo: Requesón, Golosinas de Piña.	14 Desayuno: Cereal de Avena, Melón, Leche. Comida: Bistec de Res Salisbury con Gravy, Puré de Papa, Melón, Bollo para Cena de Trigo Integral, Leche. Bocadillo: Barritas de Queso, Manzana.	15 Desayuno: Bagel con Queso Crema, Plátano, Leche. Comida: Tallarines con Pollo, Verduras Mezcla de California, Tanjarina o Fresa, Leche. Bocadillo: Galletas Saladas de Trigo American Classic , Naranja.	16 Desayuno: Mollete de Trigo Integral con Arándanos Azules, Chabacano Picado, Comida: Queso Suizo en Pan de Trigo Integral, Brócoli con Aderezo, Naranja, Leche. Bocadillo: Galletas en Forma de Pez, Leche.
Semana 7	19 Desayuno: Cereal Crispix, Manzana, Leche. Comida: Arroz Integral Frito con Pollo, Naranja, Leche. Bocadillo: Barritas de Queso, Galletas Saladas de Trigo American Classic.	20 Desayuno: Avena, Plátano, Leche. Comida: Macarrón con Queso, Ejotes Sasonados, Fresa o Tanjarina, Leche. Bocadillo: Wafle de Fresa, Galletas de Grano Integral Grahams, Leche.	21 Desayuno: Mollete de Trigo Integral con Manzana y Canela, Durazno Picado, Comida: Pollo Asado con Pan de Trigo Integral, Chícharos y Zanahorias, Melón, Leche. Bocadillo: Minibarra de Grano Integral Dreamy Orange, Pera Picada.	22 Desayuno: Jotqueis (Pancakes) de Grano Integral con Miel, Manzana, Leche. Comida: Pastel de Carne de Res con Salsa, Puré de Papa, Chabacanos Enlatados, Bollo para Cena, Leche. Bocadillo: Yogur de Fresa, Taza con Fruta.	23 
	26	27	28	29	30
Interrupción de invierno					

ITEM IV-B – INFORMATION
GOVERNING BOARD MINUTES

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review the Governing Board minutes of October 6, 2011 attached.

**REGULAR 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

Thursday, October 6, 2011
10:00 a.m.

- I. Call to Order/Roll Call/Pledge of Allegiance:** Mr. Nottoli called the meeting to order at 10:05 a.m.

Members Present:

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

Members Absent:

Jay Schenirer, Councilmember, City of Sacramento

- Recognition of Long-Term Employees: Ms. Sharon Adams acknowledged Ms. Conrada Arriba's 20 years of service to SETA Head Start. Ms. Arriba was recently promoted to Family Services Worker III.

II. Consent Items

- A. Minutes of the September 1, 2011 Regular Board Meeting
- B. Approval of Claims and Warrants
- C. Approval of Staff Recommendations for the Adult Vendor Services List

The consent items were reviewed; no questions or corrections.

Moved/Scherman, second/Yee, to approve the consent items as follows:

- A. Approve the minutes of the September 1, 2011 meeting.
- B. Approve the claims and warrants for the period 8/26/11 through 9/29/11.
- C. Approve the following, contingent upon the execution of the amendment to the On-the-Job Training/Subsidized Employment (OJT/SE) Agreement between SETA and the County of Sacramento, Department of Human Assistance (DHA) for the provision of OJT/SE services to eligible CalWORKs recipients:
 - 1) Add the OJT/SE "pay-for-performance" vendor activity to the current VS List contracts of Crossroad Diversified Services and Sacramento City Unified School District.

- 2) Add Greater Sacramento Urban League and Sacramento Chinese Community Service Center to SETA's VS List offering the OJT/SE "pay-for-performance" activity.

Voice Vote: Unanimous approval.

III. Action Items

A. GENERAL ADMINISTRATION/SETA

1. Approval of Non-Competitive Procurement for Office and Classroom Space for the Galt One-Stop Career Center and Approval to Authorize Lease Negotiations

Ms. Cindy Sherwood-Green reported that the board released an RFP for office space for the Galt area. Staff conducted a thorough recruitment through local realtors but only one proposal was received by the due date. MSI Properties, Inc. is SETA's current lease holder for the Galt One-Stop Career Center. Its proposal appears to meet the requirements for office and classroom space as stated in the RFP. Because only one proposal was received although a thorough solicitation was done, staff is requesting that the board approve a non-competitive procurement finding.

Staff is requesting that the board approve staff and legal counsel to negotiate for a five year lease with options.

Moved/Yee, second/Scherman, that the Governing Board: (1) make the following findings regarding non-competitive procurement - that, after solicitation of a number of sources, competition has been deemed inadequate and, consistent with SETA's Procurement Policies and Federal Regulations, the Governing Board finds that non-competitive procurement is appropriate; and (2) authorize staff and legal counsel to negotiate a lease with MSI Properties, Inc., the only respondent to the RFP.

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

2. **TIMED ITEM 10:00 A.M. AND PUBLIC HEARING:** Approval of New Classification of Children and Family Services (CFS) Quality Assurance Analyst and Related Salary Range

Mr. Rod Nishi reviewed this item which requests approval of a new classification. During the last Federal review, staff encountered less focus on the program and quality issues, but more focus on systems and processes in place. With a shift in the focus, the purpose of this unit would be to focus attention on systems analysis. This department would report directly to the Deputy Director.

The classification and salary range is at the specialist level. Staff met with the union in September and this was also approved by the Policy Council on September 27.

Mr. Nottoli asked how this would improve the program and Mr. Nishi replied that it would improve the sophistication of systems in place. The data collected and utilized by the analyst is the same data to ensure quality in the classroom. This allows focus on the systems that monitor and create the data. It is an internal review. This classification would review Program Information Report (PIR) data, especially health and nutrition which has had special attention over the years.

Ms. Karen Gonzales stated that the monitors will go into the classrooms, reviewing files, and looking at the child care food program to make sure the food counts are done correctly. It is expected that the unit will have 3-6 staff at this time, but this depends upon the quality of the pool of applicants. Ms. Gonzales is expecting a number of current employees to compete for the positions.

Ms. Kossick stated that it was very clear from the federal perspective that the Agency needs to place more emphasis on quality control.

Mr. Nottoli opened a public hearing; no speakers before the board.

Moved/Pannell, second/Yee, to close the public hearing and adopt the modification to the Agency classification plan to approve the new classification of Children and Family Services (CFS) Quality Assurance Analyst and related Salary Range.

Voice Vote: Unanimous approval.

B. WORKFORCE DEVELOPMENT DEPARTMENT

1. Approval to Accept Additional Funding for the Clean Energy Workforce Training Program and Augment and Extend the American River College Alternative Vehicle and Fuels Subgrant Agreement

Ms. Robin Purdy reviewed this item. In September, 2011, SETA received additional funding from the Employment Development Department and the California Energy Commission to continue the Clean Energy Workforce Training Program through December 31, 2012. Funding in the amount of \$150,000 will be used to provide training to an additional 25 technicians at American River College, and 75 incumbent workers employed in the utility industry and in state, county, and regional government in alternative fuel and green vehicle technology (hybrid and electric plug-in vehicles). Staff is also requesting approval to allocate \$100,000 to American River College to provide the training. This program has been in existence since 2009 and has trained and certified 104 entry level and incumbent workers.

Staff is working with SMUD and PG & E to train their incumbent workers.

Moved/Pannell, second/Scherman, to accept an augmentation of \$150,000 to continue the Clean Energy Workforce Training program through December 31, 2012. In addition, approve an extension and \$100,000 augmentation of the subgrant agreement with American River College through December 31, 2012 to train 25 unemployed individuals and 75 incumbent workers in Alternative Fuels and Green Vehicle Technology.

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

Refugee Services: None.

One Stop Services

2. Approval to Submit a Request to Transfer Workforce Investment Act (WIA) Dislocated Worker Funds to Adult Funds, Program Year (PY) 2011-12

Ms. Purdy stated that for the last four years, staff has requested the ability to transfers funds from the dislocated worker to adult funding stream; it allows staff to spend time in the career centers more efficiently. Less time is spent on eligibility and paperwork.

Mr. Nottoli asked if staff targets some of the ZIP code areas where it is known that there are people struggling with unemployment? Ms. Purdy stated that the Agency has tried to put the career centers into the areas where there is high unemployment. Most outreach efforts are to pull people into the career centers. Ms. Purdy stated that she has a sense that staff is doing a pretty good job focusing on the people and areas with high unemployment.

Moved/Scherman, second/Pannell, to approve the submission to the State of California, EDD of the request to transfer \$2,062,289 in WIA Dislocated Worker funds into the WIA Adult funding stream for PY 2011-12.

Voice Vote: Unanimous approval.

3. Approval of the Acceptance of National Emergency Grant (NEG) Funds and the Augmentations of CalWORKs and NEG Funds to On-the-Job Training Providers

Ms. Purdy reviewed this board item requesting acceptance of NEG funding in the amount of \$400,000. This item also requests approval to allocate funds to four current OJT providers that were funded during the first round and successfully completed their contract goals. Staff is seeking approval to augment current OJT/SE providers with \$125,256 in CalWORKs funds to increase wage reimbursement rates to the maximum 100% to increase the marketability of OJTs to prospective employers. Staff is further seeking approval to eliminate the 20% match requirement.

Moved/Yee, second/Scherman, to:

- Approve the acceptance of \$400,000 in NEG OJT funding from the State, EDD.

- Approve the augmentation recommendations of CalWORKs and NEG OJT funds as reflected in the attached funding chart.
- Approve the elimination of the 20% in-kind match requirement.

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

Youth Services: None.

IV. Information Items

- A. The American Jobs Act: Impact for California: No additional report.
- B. Sacramento Is One Of Two Regions In The Nation Selected For Energy Upgrade Financing: No additional report.
- C. Sacramento Works One Stop Career Center Annual Report for 2010-2011

Ms. Purdy reviewed the summary on pages 1-2 which highlights activities in the career centers.

- D. Fiscal Monitoring Reports: No additional report.
- E. Workforce Investment Act Program Monitoring Reports: No additional report.
- F. Employer Success Stories and Activity Report: No additional report.
- G. Dislocated Worker Update: No additional report.
- H. Unemployment Update/Press Release from the Employment Development Department: No additional report.
- I. Head Start Reports
 - ✓ Fiscal Report: A question was raised regarding the possibility of volume and program discounts. Mr. Kim replied that staff shops around for the most competitive prices and does everything possible to utilize discount programs.

Mr. Nottoli asked about utilizing local vendors that have some of the products. If some of the business can be done locally, it can assist the local economy. Mr. Kim replied that it depends upon whether the product or service is available locally. Sometimes there are products/services that are not available locally. In addition, some of the local vendors may not have the lowest prices.

V. Reports to the Board

- A. Chair: No report.
- B. Executive Director: Ms. Kossick reported that Ms. Denise Lee and her managers are in Washington, D.C. for a four-day leadership meeting with the Administration

for Children and Families. The Agency had a visit from two federal reviewers last week as a follow up to the PRISM review done in February; staff has not yet received feedback. Staff is scheduling a workshop for the Children and Family Services Department at the November 3 Governing Board meeting. The agenda will be arranged for time to absorb the information in the workshop.

C. Deputy Directors: No report.

D. Counsel: No report.

E. Members of the Board: Ms. Scherman appreciated the calendar and updates that are sent from the South County Career Center. It helps all of the board members to have this information.

F. Public: No comments.

VI. Adjournment: Meeting adjourned at 10:48 a.m.

ITEM V

COMMITTEE REPORTS

✓ Executive Committee

Critique of the Parent Advisory Committee meeting, November 15, 2011.

GOOD!!!
Thank you, Ms. Consuelo Lopez, for translating.
Thank you, Mr. Jaime Serrano and Mr. Francisco Navarro, for PAC meeting support.
Thank you, Ms. Mary Brown, for making reminder calls for the PAC meeting.
Clean Board room
Voting process went well.
Management of cell phones (please remember to also turn off alarms)
New Board Members were eager to participate.
NEEDS IMPROVEMENT
All members seated at 8:50 a.m. prior to the meeting.

NOTES:

➤ Budget/Planning Committee

NOTES:

ITEM VI – OTHER REPORTS

BACKGROUND:

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

- Head Start Deputy Director's Monthly Report – Ms. Denise Lee
 - ✓ Monthly Head Start Report (attached)

- Managers' Reports
 - ◆ Program Support Services Monthly Report – Ms. Brenda Campos
 - ◆ Parent/Family Support Report – Ms. Lisa Carr
 - ✓ Countywide Parent Conference Update
 - ✓ Healthy Marriage Program
 - ✓ Program Self-Assessment
 - ◆ Child Development and Education Services Monthly Report – Ms. Karen Gonzales
 - ✓ Region Reports (attached)

NOTES:



Monthly Head Start Report

December 2011

SETA-Operated Program

Education Update:

SETA has been responding to the Office of Head Start Program Instruction pertaining to School Readiness. The Education Unit has developed goals that align with the Head Start Early Learning Framework as well as the California Preschool Foundations.

Data will be collected from the three assessment periods of each year and will be analyzed to measure progress toward each goal.

The School Readiness goals will also include family engagement as staff recognize that parents are their child's first and primary teacher.

Child Development, Mental Health and Special Education staff from the Northview and Hillsdale centers are participating in CSEFEL (Center on the Social and Emotional Foundations for Early Learning) training. This has been an exciting and valuable pilot in collaboration with the Sacramento County Office of Education (SCOE). We look forward to developing this training for the entire program.

Family Partnership Unit:

Efforts are underway to plan our annual county-wide parent conference. We are currently exploring venues and dates, with hope to find a central location which will allow the greatest amount of parent participation. Our next meeting is scheduled for January 2012.

The new Range 2 and 3 FSWs have all been trained in the Child Plus System. This will allow the FSWs to enter their own health events (vision, dental, blood lead level testing) into system. The Range 3's are now entering their enrollment applications into the Child Plus System. This is a new move for staff; all have adapted well and are excited about the changes.

Staff also attended the Convoy of Hope event held at Cal Expo. Staff was there to explain Head Start/Early Head Start services and to take information for waiting lists. Over 125 wait lists were taken and delivered to sites. Staff was energized to see the families who are truly in need being able to access services that are so sorely needed.

Site staff have been busy ensuring that enrollment is at 100% for the SOP, and that 45 day screening and Family Partnerships are completed for each child and family.

The Attendance and Customer Service Committee has been meeting monthly to look at ways to boost attendance in the SETA-Operated classes. A plan will be implemented in 2012 to see if attendance improves. Staff will be presenting this information at a future PAC meeting.

Elk Grove Unified School District

Education Services Update:

Florence Oneto, PreK Social Worker, presented information on the Teaching Pyramid Model. The Teaching Pyramid Model is a program designed to help educators develop safe and nurturing classroom environments, promote social-emotional competence in their students, and learn strategies for working with students with challenging behaviors. Ms. Oneto showed several videos of children and teachers interacting in their classrooms in order to promote discussion surrounding what methods from the Teaching Pyramid they had witnessed. The presentation was well received with many teachers commenting that they would like to learn more.

The PreK program at Prairie Elementary School is fully implementing the Teaching Pyramid Model this school year. They have attended off site in-servicing presented by West-Ed, the creators of the program, on August 19 and October 21 and will attend additional in-servicing on December 9 and January 27. Plans are being created to give the full training to all of the PreK teachers over the course of the next three years.

Enrollment:

The Office of Head Start has combined the regular Head Start and expansion programs into one program. Elk Grove Unified School District is funded to serve 420 students and is fully enrolled. The Average Daily Attendance for the month of November was 88%.

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. There are 37 students with active IEPs being served.

Health Services Update:

Florence Oneto, Social Worker, and Teresa Gannon, Psychologist, are scheduling observations and follow-up meetings in response to needs discussed at the CoOp meetings. Family and Student Support Teams (FASST) meetings have been scheduled to share concerns with and offer support to families.

Family and Community Partnerships Update:

“Latino Family Literacy”, a class for Spanish speaking parents, was held every Tuesday during the month of October at Samuel Kennedy Elementary School. This class teaches parents how to read aloud with their children and gives them strategies for establishing a reading routine in their home. There was an average of five parents in attendance at these classes.

“Discover Art”, a class where parents learn the importance of art in children’s lives as a form of self expression and creativity as well as participate in hands-on art activities they can do with their children at home were held at Charles Mack Elementary and Prairie Elementary Schools on November 1, and Kennedy Elementary School on November 3. Five parents attended the class at Charles Mack, thirteen parents attended the class at Prairie Elementary, and seven parents attended the class at Kennedy Elementary School.

Recruitment:

PreK registrations continue to take place and students are being placed on a waiting list. The Head Start classes are fully enrolled. Each school has a waiting list and families are notified when space becomes available.

Sacramento City Unified School District

Program Governance:

Policy Committee representatives were provided Budget Training immediately following the PC meeting on November 10, 2011. The training was so well received by parents that they requested a Budget Training for their own personal finances. A Parent Education Workshop on budgeting will be provided in March of 2012.

Education and Child Development:

In November, teaching staff attended Part 2 of the Center for the Social-Emotional Foundations for Early Learners (CSEFEL) training, which was presented by Social Workers and Resource Teachers. Participants learned strategies for building positive relationships with children by using acknowledgement and encouragement to support children's positive social behaviors. Participants were offered time during the training to develop an action plan of ideas that they will implement in their respective classrooms utilizing the CSEFEL framework.

Social Workers, Coordinators and Resource Teachers attended the two-day Classroom Assessment Scoring System (CLASS) training in November. CLASS places specific emphasis on classroom environments and teacher-child interactions.

The social workers and one resource teacher began a six week CSEFEL parenting workshop on Thursday, November 3, which will continue through December 15. Initially, 40 English and Spanish speaking parents attended the workshop. Numbers will probably taper off to about 20 parents.

The social worker for First 5 is continuing pregnant and parenting teen workshops at American Legion High School. First Five is also collaborating with the on-site, Early Head Start home visitors at Hiram Johnson High School to engage teen parents in the training as well. Teen parents participating in these trainings will be eligible to acquire school credit, which can be applied toward American Legion and Capital City independent study course work.

Enrollment:

SCUSD is happy to announce that it is currently 100% enrolled at all program sites. Letters to families on existing wait lists were distributed in October. There is continued interest from parents living in the various communities to enroll their children in SCUSD's preschool program. Also, the enrollment staff will be engaging in on-going training to enhance their customer service skills, parent engagement skills and efficacy in completing the registration process.

Early Head Start and Home-Base:

Ongoing training in the new California Infant/Toddler Learning Foundations, presented by West-ED/PITC, is occurring for the EHS teaching staff. Home Visitors in both HS & EHS are implementing improved strategies for differentiation/individualization of curriculum during children's socialization experiences. Parents, as well as staff, are learning critical strategies around observation techniques and supporting children's learning.

Health & Nutrition:

Head Start nurses are continuing their efforts to ensure that all children receive dental varnishing. SCUSD is about half-way through the fall schedule and anticipate working on developing the spring schedule in conjunction with the visiting dental hygienist in the near future. The majority of parents have given permission for their child(ren) to receive dental varnishing and the dental hygienist, in conjunction with the nurses, are noting evidence of dental treatment in children's files.

SCUSD's nurses attended the SETA Nutrition Content meeting in November, which was very instrumental in connecting the nurses to fellow preschool nurses. Hopefully, these connections will facilitate SCUSD's nurses' work with children and families over time.

The preschool nurses have been actively revisiting the Program Monitoring and Self-Assessment results for 2011-2012. Nurses, managers and a parent representative, who comprise the Health/Nutrition Assessment team, met to discuss the review process and goals for the upcoming school year. More recently, SCUSD's three nurses have been actively auditing select preschool sites. The nurses will meet to share findings and prepare a report, which will be disseminated to other committees involved in the Self-Assessment process.

Additionally, SCUSD's nurses have also been preparing for the monthly health audit of a preschool site by SETA.

Teacher training continues for children with special health and/or medication needs in the classroom. As well, child health screenings are continuing for preschoolers enrolled in their second year and for those children who did not pass or who were absent for their initial screenings.

Disabilities:

SCUSD's system for identifying, supporting and referring children with special needs is in full swing. Teachers have concluded their screenings and the first round of assessments. Since early September, resource teachers, social workers, and disabilities support staff have been busy observing children, meeting with teachers and parents. In addition to speech and developmental referrals, the support team has been very successful at correctly identifying and referring children who qualify for services based on their specific diagnosis on the autism spectrum. While staff was dismayed that these children have not been identified earlier, we are pleased to be able to help them access the vital services that will provide positive outcomes for their future.

Safe Environments:

Self-Assessment is underway and the parents are providing feedback through a Safe Environments Checklist. Results will be compiled and a plan will be implemented for addressing concerns and improving safe environments. The Resource Teachers are also completing a Safe Environments Checklist and that information will be combined with the parent feedback and included in the overall Program Improvement Plan.

Repairs for the month were relatively minimal, with only the usual heating and pest problems that seem to occur when the weather changes.

Program Updates:

Sacramento City Unified School District is in the process of re-designing its website. Child Development staff has significant work to do relative to the re-design, considering the nature of our business and our department size. As we embark on this major task, we are encouraging input from parents, representatives from the communities we serve, collaborators and other stakeholders. Related to this is the impending restructuring of the Child Development Department in the very near future. A very preliminary list of individuals to serve on the restructuring committee has already been developed. Meetings around restructuring will most likely get underway in the new year. Finally, in order to meet SCUSD's expectations of "raising the bar" in the area of customer service, a great deal of emphasis is being placed on providing training to staff on this particular topic.

San Juan Unified School District

Education Services Update:

Desired Results Developmental Profile data is available in two formats; classroom and individual child reports. Teachers will use this data to create individual as well as whole class strategies. Both sets of strategies will cover the developmental domains of social-emotional, cognitive, and physical growth.

Disabilities Services Update:

ECERS have been completed in all the HS classrooms, including the Disabilities Awareness and Inclusion. In addition, SETA has begun their annual review of our programs. The Disabilities Specialist from SETA visited Howe Avenue preschool classrooms to complete file reviews. The Specialist checked screening dates, results, referrals and follow up compliances. In December, SETA's Disability Specialist will review Marvin Marshall files. The November Screening Record Tracking Sheets reflected the rescreening results of children who were enrolled during the first month of school and who need to be rescreened.

Mental Health Services Update:

The Mental Health Therapist has been participating in parent-teacher conferences to both address specific social-emotional needs of identified children, as well as to provide community resources and mental health referral information. The Mental Health Therapist also provided 75 parents with Self Esteem/Limit Setting workshops during the month of November.

Nutrition Services Update:

The California Preschool Instructional Network (CPIN) presented an overview of the Preschool Learning Foundations, Volume 2 – Physical Development Domain. The presentation included the following topics:

- Why physical development skills are included in California's Preschool Learning Foundations and Curriculum Framework
- How physical development supports preschool children's brain development
- Review the obesity trends in the United States
- Address the preschool teachers, caregivers and families role in the physical development of preschool children.

Classroom staff will receive this critical information.

Health Services Update:

Health is screening one day a week in the centralized screening room. Health Assistants are also rescreening in the field to test children that have been unable to accurately screen. Health has continued doing dental screenings with Kate Varanelli. These dental screenings will continue through December. Children who qualify and who are in need of dental restoration will be referred to 'Smiles for Kids Day'. Dental work for children who are referred to 'Smiles for Kids Day' will begin on the first Saturday in February. Health Services is following up with the children that have high and low BMIs.

Family and Community Partnerships Update:

The Policy Committee had a strong attendance from representatives in November. The new Board conducted its first meeting and it was successful. There is a team of representatives that are ready to participate on interview panels, and review program area plans. The representatives are very enthusiastic about this school year.

Transition Services Update:

Open enrollment and Kindergarten registration for the 2012-2013 school year is fast approaching and parents have many questions regarding the process. Staff has been busy assisting parents by providing information that will support families and children during this important transition.

This month the teachers have also been busy with parent conferences and use this time to provide parents with information about their child's current development including areas of needed growth. This has also been a time for teachers to provide parents with kindergarten enrollment information.

Program Support/Staff Training Update:

Teachers attended math training with a focus on the introduction of division to preschoolers. Teachers created materials for two different division activities that they will use in their classrooms. In addition, parents were given division and measurement take home activities for them to practice with their children.

Early Head Start:

The first education cycle is complete for Early Head Start. Ages and Stages screenings, Desired Results Developmental Profile assessments, and Individualized Development Plans were developed during case management meetings, parent conferences and home visits.

Several teachers have shared how valuable the home visits are to them and the parents. Seeing the child and family in their home environment positively impacts the relationship triad between teacher, child and family.

Long standing partnerships continue to be strengthened. Again this year, through the partnership with CSUS, Early Head Start is able to offer mental health services to families with the use of several counseling interns. Volunteers from Jesuit High School continue to positively impact the children directly through their work in the classrooms. These responsible young men bring a fresh perspective!

Fiscal Update:

Head Start and Early Head Start were reconciled and reports filed on November 10. All expenses are in line with the budget. Fifty percent of the supplemental funding has been received from ACF and the contract has been amended with SETA. The remaining 50% of the supplemental funding will depend on legislative appropriations which should be made known in March, 2012. At that time budgets will be adjusted accordingly.

First Interims and the three-year Multi-Year Projections were completed and submitted to Budget Services.

Parent volunteer hours, which are relied on more for in-kind this year, are coming in well above the required hours.

Twin Rivers Unified School District

Highlights: challenges/successes, enrollment and attendance, on-going monitoring, DRDP-r, self assessment, PIR, program highlights and significant program changes, expansion updates, etc.

Events:

All students participated in the annual Hmong New Year's Celebration on November 17. Each classroom engaged in classroom activities that included making traditional Hmong hats, belts and purses that were worn during the school wide event as well as reading Hmong books. During the festive event, students were entertained with Hmong dancers from the Grant High School Hmong Club and parents were treated to a Hmong food treat of sticky purple rice.

For our male involvement activity, Film and Fathers was held on November 10, 2011. During this school wide event, fathers (mothers and relatives were also invited) watched the movie, Cars 2, ate pizza and socialized. Participants received certificates and goodie bags.

Professional Development:

Preschool staff will have a professional development opportunity on December 8 to continue training on the Enlightened Discipline philosophy with author Julie Jenkins Sathe. Preschool staff continue to implement the three rules of be safe, be clean and be kind as noted in the book. The December training will be one of two remaining sessions for the school year.

Components:

Component leaders continue to follow up on their respective screenings and assessments required at the beginning of every school year.

The Nutrition Component Leader continues the follow-up on hemoglobin and blood lead tests. The heights and weights have been completed for all students and inputted into the Childplus database. The Nutrition Component Leader also facilitated a Family Fitness Day on November 30 in which parents were invited to hula hoop, jump rope and be active with program staff.

The Health Component Leader continues the screenings for vision, hearing, blood pressure and dental exams for all students.

The School Social Worker/Counselor continues the Family Partnership Agreement with the incoming families as well as supported classroom teachers with classroom observations and implementation of behavioral strategies/interventions. The Component Leader also continues assessing mental health referrals that have been submitted by the teaching staff and parents for social skills and behavior intervention. The social skills and friendship groups for referred students who need assistance with anger management techniques and social skills have begun.

The Speech and Language Pathologist (SLP) continues providing speech services to students with speech IEPs.

The Education Component Leader continues to support classroom teachers with file management and classroom strategies. Teachers are scheduling parent conferences and implementing their action plans from ECERS and DRDP results.

The ERSEA Component Leaders continue enrolling students and arranging enrollment files. Data input into the ChildPlus, CDMIS and AERIES school database continues and a wait list has been formed. The Component Leaders also continue file monitoring to ensure all necessary documents are correctly completed.

Policy and parent Committees:

The Parent Committees at both Expansion sites held parent meetings. The Policy Committee held a meeting at Morey Avenue on November 15. During the meeting, members approved the prior meeting minutes and re-election of Chairperson. Members received copies of the monthly component reports. The next Policy Committee meeting will be held on December 20 at 8:30am.

Parenting:

Parents are invited to attend parenting classes in collaboration with the nearby elementary school, Garden Valley. Plans are underway to provide parenting classes in collaboration with the Mutual Assistance Network (MANN) during the spring of 2012.

Fiscal:

Staff and PC members were provided budget information at the staff and PC meetings. Teaching staff are beginning to receive their supply orders.

WCIC

Program Design and Management:

WCIC's management values staff development/education, team leadership, team-building, and stability of diverse quality staff.

During the month of November 2011, the SETA Monitoring of WCIC/Playmate Head Start Programs resulted in compliance and positive feedback.

WCIC/Playmate Head Start Programs Self-Assessment begin November 28, 2011 through December 9, 2011. A report of findings will be included in the December 2011 Monthly Report.

Family and Community Partnerships:

During the 2011 holiday season, Ms. Davis, Executive Director/Head Start is seeking partners to support the families in the WCIC/Playmate Head Start Program. The outcome of these efforts will be included in the WCIC December 2011 monthly report.

Health Screenings:

WCIC/Playmate children received hearing screenings from The Maryjane Rees Language, Speech and Hearing Center, Department of Speech Pathology and Audiology, California State University, Sacramento on November 4, 2011.

Family Services Workers continue to encourage the parents to get the children's annual physicals and dental exams and any dental follow-up treatment to meet the Head Start Performance Standards. WCIC/Playmate Family Services Workers continue to do first height/weight measurements on new enrolled children.

Early Childhood Education:

WCIC/Playmate Head Start Program staff received a Scientific Thinking Training by Liz Aguilar, Education Consultant from Sacramento Employment Training Agency on November 4, 2011. She asked what teachers thought of Science and why it is important to learn Science in Pre-school. She stated everything we do is Science. We get children to think and discover in Science. Science areas should be changed often so children have more interest in the areas. We need to ask open-ended questions to children. Ms. Liz passed out handouts on "Discovery/Science Experiments/Explorations", "Opened Ended Questions for the Discovery Area", and "Science Activities". The Creative Curriculum has a science section with information on how to make areas more interesting.

WCIC/Playmate Head Start Program staff and parents received a Reading Aloud Training by Liz Aguilar, Education Consultant from Sacramento Employment Training Agency on November 16, 2011. She addressed the staff and parents on Reading Aloud. She passed out handouts on "When Reading to Your Child," "Simple Strategies for Creating Strong Readers", and "Building Literacy Every Day". Ms. Liz stated it is never too early to read to your child. You can read to your unborn child as early as six weeks. It is important to read to your child every day. Children who are read to, tend to do well in school. They also are able to build vocabulary words. Parents can take their child to the library so they can chose from a variety of books. It is best to read to your child before bedtime.

Happy and Safe Holidays to everyone from the entire WCIC Team/Family!!!

Recent Program Instruction Memos from Administration for Children and Families (ACF)

ACF-IM-HS-11-05 Early Childhood Education, Financial Stability, and Asset Building Strategies for Families with Young Children

SOP ENROLLMENT REPORT FOR SCHOOL YEAR 2010-2011

Site	Loc Id	Track II	# Enrolled 11/30/11	# Present 11/30/11	# Absent 11/30/11	# Term W/I 30 days
Off Track		1				
Off Track		2				
Off Track		3				
Auberry Park	1238A	3	20	19	1	
Auberry Park	1238B	2	20	18	2	
Bannon Creek	1200A	2	20	20	0	
Bannon Creek	1200B	2	19	19	0	1
Bannon Creek	1200X	3	21	19	2	
Bright Beginnings	1201A	3	19	18	1	1
Bright Beginnings	1201B	3	19	17	2	1
Bright Beginnings	1201C	3	17	15	2	3
Bright Beginnings	1201D	3	19	14	5	1
Broadway ELC	1246A	2	20	12	8	
Broadway ELC	1246R	2	15	14	1	4
Broadway ELC	1246U	EHS	8	8	0	
Broadway ELC	1246X	3	20	16	4	1
Country Woods	1245A	2	20	18	2	
Country Woods	1245B	3	20	16	4	
Country Woods	1245C	2	20	17	3	
Country Woods	1245D	3	19	16	3	1
Crossroad Gardens	1242A	3	20	17	3	
Crossroad Gardens	1242R	2	21	21	0	
Crossroad Gardens	1242U	EHS	8	5	3	
Crossroad Gardens	1242X	3	21	17	4	
EHS-HB OPTION	1230C	EHS	13	5	0	
EHS-HB OPTION	1230D	EHS	13	4	4	
EHS-HB OPTION	1230G	EHS	11	8	0	1
EHS-HB OPTION	1230H	EHS	13	9	1	
EHS-HB OPTION	1230I	EHS	12	6	0	
EHS-HB OPTION	1230J	EHS	13	2	0	
EHS-HB OPTION	1230K	EHS	13	1	5	
EHS-HB OPTION***	1230L	EHS	13	4	5	
EHS-HB OPTION***	1230M	EHS	12	6	4	
EHS-HB OPTION***	1230N	EHS	13	5	4	
Elkhorn	1255A	3	20	17	3	
Elkhorn	1255B	2	20	16	4	
Elkhorn	1255C	2	19	18	1	1
Elkhorn	1255D	2	19	17	2	
Elkhorn	1233M	EHS	8	7	1	
Elkhorn	1255U	EHS	8	6	2	
Elkhorn	1255X	2	21	19	2	

SOP ENROLLMENT REPORT FOR SCHOOL YEAR 2010-2011

Site	Loc Id	Track II	# Enrolled 11/30/11	# Present 11/30/11	# Absent 11/30/11	# Term W/I 30 days
Freedom Park	1239A	3	19	14	5	1
Freedom Park	1239B	2	20	18	2	
Freedom Park	1239C	2	20	16	4	
Freedom Park	1239D	2	19	12	7	1
Freedom Park	1239R	3	20	17	3	1
Freedom Park	1239X	3	21	19	2	
Fruitridge	1216A	3	19	17	2	1
Fruitridge	1216B	2	19	16	3	1
Fruitridge	1216X	2	20	19	1	
Galt	1234A	2	20	18	2	
Galt	1234B	2	20	16	4	
Galt	1234C	3	18	17	1	2
Galt	1234D	3	19	14	5	1
Galt	1234E	3	20	19	1	
Galt	1234F	2	19	14	5	1
Grant Skills	1217A	2	20	19	1	
Grant Skills	1217B	3	20	15	5	
Grant Skills	1217C	2	20	15	5	
Grant Skills	1217D	3	opens 12/11			
Grant Skills	1217X	3	21	19	2	
Grizzly Hollow	1252A	2	20	17	3	
Grizzly Hollow	1252B	3	19	19	0	1
Grizzly Hollow	1252U	EHS	8	8	0	
Hillsdale	1228A	2	20	17	3	
Hillsdale	1228B	2	20	19	1	
Hillsdale	1228C	3	20	16	4	
Hillsdale	1228D	3	20	18	2	
Hillsdale	1228R	3	21	17	4	
Hillsdale	1228X	3	20	18	2	
Home Base Option	1213A	2	12	8	0	
Home Base Option	1213B	5	13	9	2	
Home Base Option	1213C	2	11	5	2	
Home Base Option	1213D	3	12	6	5	
Home Base Option	1213E	3	12	3	2	
Home Base Option	1213F	3	11	5	3	1

SOP ENROLLMENT REPORT FOR SCHOOL YEAR 2010-2011

Site	Loc Id	Track II	# Enrolled 11/30/11	# Present 11/30/11	# Absent 11/30/11	# Term W/I 30 days
Hopkins Park	1253A	2	20	19	1	
Hopkins Park	1253B	3	19	16	3	1
Hopkins Park	1253C	2	20	17	3	
Hopkins Park	1253D	3	20	14	6	
Illa Collin ELC	1221A	3	14	11	3	2
Illa Collin ELC	1221B	2	12	7	5	2
Job Corp	1237M	EHS	8	6	2	
Job Corp	1237U	EHS	8	6	2	
Job Corp	1237X	3	19	13	6	2
Kennedy Estates	1240A	2	18	13	5	2
Kennedy Estates	1240B	3	20	15	5	
La Verne Stewart	1219A	2	18	13	5	
La Verne Stewart	1219B	3	20	17	3	
Mather	1223A	3	19	18	1	1
Mather	1223B	2	20	16	4	
Mather	1223R	2	21	19	2	
Mather	1223U	EHS	8	8	0	
Mather	1223X	3	21	16	5	
Nedra Court	1244A	3	20	17	3	
Nedra Court	1244B	2	20	18	2	
Nedra Court	1244C	2	20	16	4	
New Helvetia I-EHS	1212U	EHS	15	14	1	
New Helvetia II-HS	1247A	2	18	14	4	2
New Helvetia II-HS	1247B	2	20	12	8	
Norma Johnson ELC	1214R	2	21	18	3	
Norma Johnson ELC	1214U	EHS	8	7	1	
Norma Johnson ELC	1214X	3	22	17	5	
Northview	1224A	2	20	14	6	
Northview	1224B	3	20	17	3	
Northview	1224R	2	18	16	2	1
Northview	1224U	EHS	8	7	1	
Northview	1224X	3	21	20	1	
Parker Avenue	1207E	5	16	13	3	

SPECIAL EDUCATION REPORT

Sacramento County Head Start/Early Head Start
(As of 11/30/11)

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)	14	(6%)	N/A	
Elk Grove USD (420)	37	(9%)	N/A	
Sacramento City USD (1292)(147)	114	(9%)	10	(7%)
San Juan USD (700) (161)	59	(8%)	16	(10%)
WCIC (120)	6	(5%)	N/A	
SETA (2796) (345) (1878 Tracks)	158	(8%)	41	(12%)
County (4621)* (653)*	388	(8%)	67	(10%)

* Totals include ARRA enrollments

AFE = Annual Funded Enrollment

% AFE = Percentage of Annual Funded Enrollment

SETA Head Start Food Service Operations Monthly Report *October 2011

October 10th - WCIC Classes Closed observance of Indigenous People's Day

October - 12th through 14th - La Riviera Closed

October 24th - Food Service assisted in the All Staff Training.

October 21st - Home Base Field Trip - Lunch and Snack provided for 60.

October 25th - EHS Home Base Field Trip - Lunch and Snack provided for 120.
Total Cost Both Home Base Field Trips \$469.37.

October 28th - Grant Skills Center Closed due to sewer repair.

Elkhorn Center closed due to Water Leak

La Riviera Closed Permanently. Classes moved to Broadway,
Grant Skills and Sharon Neese.

Meetings and Trainings:

SETA All Staff Training - All Food Service Staff attended on October 24th.

Total Number of Meals and Snacks Prepared for All Kitchens

Lunch	PM Snack	Breakfast	Field Trips
41,690	25,246	29,052	1000

Total Amount of Meals and Snacks Prepared **96,988**

Purchases:

Food	\$70,698.81
Non - Food	\$14,593.38

Building Maintenance and Repair: **\$1,287.95**

Kitchen Small Wares and Equipment: **\$255.72**

Vehicle Maintenance and Repair : **\$212.50**

Vehicle Gas / Fuel: **\$2,040.95**
Normal Delivery Days **21**

Seta Head Start Food Service Operations Monthly Report *November 2011

November 7th - Illa Collin closed - water turned off at the complex.

November 21st through 23rd - SCOE Children off for extended Break.

November 23rd - Bright Beginnings and WCIC Closed

November 24th & 25th Thanksgiving Holiday

November 29th & 30th -

The Satellite Kitchens Hood Fire System Serviced by Kevin Uker
from Central Valley Fire Control

Meetings and Trainings:

No Meeting or Trainings Attended this month.

Total Number of Meals and Snacks Prepared for All Kitchens

Lunch	PM Snack	Breakfast	Field Trips
36,814	21,548	25,726	160

Total Amount of Meals and Snacks Prepared 84,248

Purchases:

Food \$66,665.08

Non - Food \$13,331.66

Building Maintenance and Repair: \$1,397.98

Kitchen Small Wares and Equipment: \$0.00

Vehicle Maintenance and Repair : \$96.07



Vehicle Gas / Fuel: \$1,582.90

Normal Delivery Days 19

REGION I
2011-2012
BUDGET BALANCE

PETTY CASH FUND 2011-2012
BUDGET \$10 PER CHLD (HS) and \$15 PER CHLD (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														200.00
Bright Beginnings 1201B	20	200.00				15.07										184.93
Bright Beginnings 1201C	20	200.00														200.00
Bright Beginnings 1201D	20	200.00														200.00
Fruitridge 1216A	20	200.00	16.06			55.26	53.26									75.42
Fruitridge 1216B	20	200.00				70.00										130.00
Fruitridge 1216X	20	200.00														200.00
Hopkins Park A	20	200.00														200.00
Hopkins Park B	20	200.00														200.00
Hopkins Park C	20	200.00														200.00
Hopkins Park D	20	200.00														200.00
Illa Collin 1221A	20	200.00	40.46	38.21	6.47	42.82										72.04
Illa Collin 1221B	20	200.00		25.46		40.00										174.54
Kennedy E 1240A	20	200.00														160.00
Kennedy E 1240B	20	200.00														200.00
La Riviera 1241X	20	200.00		38.84												161.16
La Riviera 1241R	20	200.00														200.00
La Riv 1-E.H.S. 1241M	8	120.00				57.35										62.65
La Riv 2-E.H.S. 1241U	8	120.00				35.01										84.99
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													175.20
Mather 1223B	20	200.00				14.71										185.29
Mather 1223R	20	200.00														200.00
Mather 1223X	20	200.00			51.41											148.59
Mather - E.H.S. 1223U	8	120.00														120.00
Parker 1207E	12	144.00														144.00
TOTAL		5104.00	81.32	102.51	95.49	355.94	53.26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4415.48

APPROVED BY:  DATE: 12/12/11
 REVIEWED BY:  DATE: 12/12/11
 Signature of Program Manager (Kennedy Gonzales)
 Signature of Fiscal Manager (Roger Bartlett)

REGION II
2011-2012
BUDGET BALANCE

PETTY CASH FUND 2011-2012
BUDGET \$10 PER CHIL D (HS) and \$15 PER CHIL D (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														200.00
Auberry Park 1238B	20	200.00														200.00
Bannon Creek 1200A	20	200.00														200.00
Bannon Creek 1200B	20	200.00				68.20										131.80
Bannon Creek 1200X	20	200.00														200.00
Broadway 1246R	20	200.00														200.00
Broadway 1246X	20	200.00														200.00
Grant Skills 1217A	20	200.00														200.00
Grant Skills 1217B	20	200.00				22.52										177.48
Grant Skills 1217C	20	200.00				32.28										167.72
Grant Skills 1217D	20	200.00														200.00
Grant Skills 1217X	20	200.00				43.09										156.91
Job Corp 1237X	20	200.00				55.27										121.78
Job Corp - EHS 1237M	8	120.00														120.00
Job Corp - EHS 1237U	8	120.00														120.00
New Helvetia I 1212U	16	240.00			31.22											208.78
New Helvetia II 1247A	20	200.00														200.00
New Helvetia II 1247B	20	200.00		4.92	31.16	24.84										139.08
Northview 1224A	20	200.00		45.00												155.00
Northview 1224B	20	200.00		41.76												158.24
Northview 1224R	20	200.00		40.00												148.23
Northview 1224X	20	200.00			11.77											125.01
Northview - E.H.S. 1224U	8	120.00				74.99										120.00
Solid Foundation A	20	200.00			9.13	80.85										110.02
Solid Foundation B	20	200.00														200.00
Solid Foundation C	20	200.00		14.79	10.93	38.78										135.50
TOTAL		5000.00	0.00	146.47	149.48	408.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4295.55

APPROVED BY:

Signature of Program Manager (Karen Gonzales)

DATE:

12/12/11

REVIEWED BY:

Signature of Fiscal Manager (Roger Bartlett)

DATE:

12/12/11

REGION III
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
Elkhorn A	20	200.00			56.87	21.28										121.85
Elkhorn B	20	200.00		12.47	53.97											133.56
Elkhorn C	20	200.00		12.80												187.20
Elkhorn D	20	200.00														200.00
Elkhorn X	20	200.00			3.22	13.63										128.40
Elkhorn EHS	16	160.00														160.00
Freedom Park 1239A	20	200.00	42.00													158.00
Freedom Park 1239B	20	200.00														200.00
Freedom Park 1239C	20	200.00														200.00
Freedom Park 1239D	20	200.00				3.88										196.12
Freedom Park 1239X	20	200.00			39.00	28.10										132.90
Freedom Park 1239R	20	200.00				74.62										125.38
Hillsdale 1228A	20	200.00				24.37										175.63
Hillsdale 1228B	20	200.00			29.05											170.95
Hillsdale 1228C	20	200.00	33.53	26.50	22.03											117.94
Hillsdale 1228D	20	200.00			27.04	6.47										166.49
Hillsdale 1228R	20	200.00				16.28										183.72
Hillsdale 1228X	20	200.00		17.99		41.61										140.40
Norma Johnson 1214F	20	200.00				44.41										155.59
Norma Johnson 1214X	20	200.00	17.24	26.07		26.91										129.78
Norma Johnson - EHS	8	80.00			16.25											63.75
Sharon Neese 1249R	20	200.00				26.27										173.73
Sharon Neese 1249X	20	200.00														200.00
Sharon N.EHS 1249U	8	80.00														80.00
Strizek 1225A	20	200.00	15.71													184.29
Strizek 1225B	20	200.00														200.00
Vineland 1211A	20	200.00		32.52	39.50											127.98
Vineland 1211B	20	200.00		57.65												142.35
TOTAL		5320.00	163.23	186.00	286.93	327.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4356.01

APPROVED BY:

Signature of Program Manager (Karlyn Gonzales)

Signature of Fiscal Manager (Roger Bartlett)

REVIEWED BY:

DATE:

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	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	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												184.91
Country Woods 1245D	20	200.00														200.00
Crossroad - E.H.S. 1242U	8	120.00														120.00
Crossroad G 1242R	20	200.00														200.00
Crossroad G 1242X	20	200.00														200.00
Crossroads - 1242A	20	200.00	16.17	14.42		8.59										191.41
Galt 1234A	20	200.00														200.00
Galt 1234B	20	200.00														200.00
Galt 1234C	20	200.00														200.00
Galt 1234D	20	200.00	21.24	20.64	25.37											132.75
Galt 1234E	20	200.00														200.00
Galt 1234F	20	200.00		7.34												192.66
Grizzly Hollow - E.H.S.	8	120.00														120.00
Grizzly Hollow 1252 A	20	200.00		56.01	23.55											120.44
Grizzly Hollow 1252B	20	200.00	8.84													191.16
Nedra 1244A	20	200.00	18.32	41.25	34.37	49.91										56.15
Nedra 1244B	20	200.00		13.99	27.22											158.79
Nedra 1244C	20	200.00		28.26	26.38	23.47										121.89
Nedra 1248R	8	120.00														120.00
Phoenix Park 1248U	20	200.00	15.02	6.22		6.76										172.00
Phoenix Park 1248X	20	200.00			15.09	12.00										172.91
Walnut Grove 1235A	20	200.00														200.00
Whispering Pines 1215A	20	200.00														200.00
TOTAL		4760.00	79.59	203.22	151.98	100.73	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4224.48

APPROVED BY:

Signature of Program Manager (Kasey Cortzales)



DATE:

12/12/11

REVIEWED BY:

Signature of Fiscal Manager (Roger Bartlett)



DATE:

12/12/11


HOME BASE
2011-2012
BUDGET BALANCE

PETTY 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														165.00
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										129.57
J. Jimenez	11	165.00														165.00
K. Aroyan	11	165.00														165.00
K. Lee	11	165.00														165.00
L. Letourneau	11	165.00		13.55												151.45
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														150.00
J. Isaac	15	150.00			84.34											65.66
L. Glines	15	150.00		11.23	18.89											119.88
M. Edwards	15	150.00														80.97
V. Oezhehovsky	15	150.00														150.00
R. Ramirez	15	150.00														150.00
TOTAL		2880.00	4.11	49.44	103.23	6.66	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2647.53

APPROVED BY:

DATE:


Signature of Program Manager (Karen Gonzales)

12/12/11

REVIEWED BY:

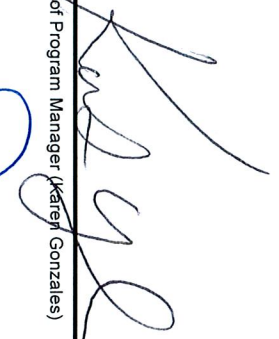
DATE:

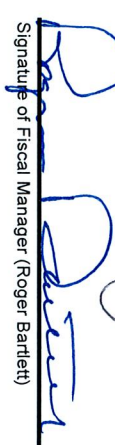

Signature of Fiscal Manager (Roger Bartlett)

12/12/11

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	1388.25	708.25	68.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11398.75
EHS	8500.00	0.00	155.25	665.00	140.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7539.75
TOTAL	22500.00	218.25	373.50	1388.25	848.25	68.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18938.50

APPROVED BY:  DATE: 12/12/11
 Signature of Program Manager (Karen Gonzales)

REVIEWED BY:  DATE: 12/12/11
 Signature of Fiscal Manager (Roger Bartlett)

ITEM VI – DISCUSSION

BACKGROUND:

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

NOTES:

ITEM VII - 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: