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THOUGHT OF THE DAY: " Reach for the moon...if
you fall short you may land on a star."
Author unknown

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

DATE: Tuesday, January 21, 2014

TIME: 9:00 a.m.

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

While the SETA/Head Start Policy Council welcomes and encourages participation in the Council meetings, it would be appreciated if you would limit your comments to three minutes so that everyone may be heard. Matters under jurisdiction of the SETA/Head Start Policy Council and not on the posted agenda or any off-agenda matters may be addressed by the general public following completion of the regular agenda. The SETA/Head Start Policy Council limits testimony on matters not on the agenda to three minutes per person and not more than ten minutes for a particular subject. Meeting facilities are accessible to persons with disabilities. Requests for Assisted Listening Devices or other considerations should be made through the Clerk's office at (916) 263-3827. This document and other Board meeting information may be accessed through the Internet by accessing the SETA home page: www.seta.net.

AGENDA

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DISTRIBUTION DATE: THURSDAY, JANUARY 16, 2014

Parent Advisory Committee meeting hosted by:
 Jasmine Jamison (Chair), Kenneth Tate (Vice Chair), Alacya Harris (Secretary),
 Lenda Wheeler (Treasurer), Derek Adams (Parliamentarian).

ITEM I - A – ROLL CALL

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

- ___ Vacant, Auberry Park Head Start
- ___ **Yazmin Lopez, Bannan Creek Head Start**
- ___ **Derek Adams, Broadway Early Learning Center**
- ___ Vacant, Country Wood Head Start
- ___ **Daisy Tafolla, Crossroad Gardens Head Start**
- ___ **Clifton Tucker, Early Head Start (Home Base)**
- ___ Vacant, Elkhorn Head Start
- ___ Vacant, Freedom Park Head Start
- ___ **Marcia Cajero, Fruitridge Head Start**
- ___ Vacant, Galt Head Start
- ___ **Alicia Kafka, Grizzly Hollow**
- ___ **Teresa Jay, Hillsdale Head Start**
- ___ Vacant, Home Based Head Start
- ___ Vacant, Home Base
- ___ **Annette Pettis, Hopkins Park Head Start**
- ___ **Precious White, Illa Collin Head Start**
- ___ Vacant, Job Corps Head Start
- ___ Vacant, Kennedy Estates Head Start
- ___ Vacant, LaVerne Stewart Head Start
- ___ **Rodney Pontiflet, (Marie Cleveland's) Bright Beginning Head Start**
- ___ **Jasmine Jamison, Mather Head Start**
- ___ **Alacya Harris, Nedra Court Head Start**
- ___ Vacant, New Helvetia I Head Start
- ___ **Lenda Wheeler, New Helvetia II Head Start**
- ___ **Haley Joslin, Norma Johnson Head Start**
- ___ Vacant, North Avenue
- ___ **Colleen Fietzek, Northview Head Start**
- ___ **Kenneth Tate, Parker Head Start**
- ___ Vacant, Phoenix Park Head Start
- ___ **Danielle Zevallos, Sharon Neese Early Learning Center**
- ___ Vacant, Solid Foundation Head Start
- ___ **Angeles Soberanes, Strizek Park Head Start**
- ___ Vacant, Vineland Head Start
- ___ **Debra Baro, Walnut Grove Head Start**
- ___ Vacant, Foster Parent Representative
- ___ Vacant, Grandparent Representative
- ___ **Justin Fietzek, Men's Activities Affecting Children Committee Representative**
- ___ Vacant, Past Parent/Community Representative
- ___ Vacant, Past Parent/Community Representative
- ___ **LaTasha Windham, Outgoing Chair**

ITEM I-A – ROLL CALL
(Continued)

Program Year 2013-2014 - New Representatives to be seated

___ Juan Mozqueda, Elkhorn Head Start
___ Mark Green, Home Base Head Start Representative
___ Vacant, Country Wood Head Start
___ Vacant, Galt Head Start
___ Vacant, Job Corps Head Start
___ Vacant, Kennedy Estates Head Start
___ Vacant, LaVerne Stewart Head Start
___ Vacant, Early Head Start (Home Base)

___ LaShanda Banks, Phoenix Park Head Start
___ Vacant, New Helvetia I Head Start
___ Vacant, Solid Foundation Head Start
___ Vacant, Foster Parent Rep
___ Vacant, Past Parent Representative
___ Vacant, Grandparent Representative

ITEM I – B

PAC MEETING ATTENDANCE UPDATE

**The PAC was seated on November 18, 2013 & December 17, 2013
PARENT ADVISORY COMMITTEE MEETING ATTENDANCE PROGRAM
YEAR 2013-2014**

COMMITTEE MEMBER	CENTER	11/20	12/17	1/21	2/18									
Vacant Seated	AP													
Yazmin Lopez s/b/s 11/19; seated 12/17	BC	E	X											
Derek Adams Seated 11/19	BLC	X	X											
Vacant Seated	CW													
Daisy Tafolla Seated 11/19	CR	X	X											
Clifton Tucker s/b/s 11/19; seated 12/17	EHS/HB	U	X											
Vacant	EHS/HB													
Juan Mozqueda Seated	EL	AP	U											
Vacant Seated	FP													
Marcia Cajero Seated 11/19	FT	X	E											
Vacant	G													
Alicia Kafka Seated 11/20	GH	X	X											
Teressa Jay Seated 11/20	H		X											
Mark Green s/b/s 11/19	HB	U	E											
Vacant	HB													
Precious White Seated 11/19	IC	X	U											
Annette Pettis Seated 12/17	HP		X											
Vacant	JC													
Vacant Seated	K													
Vacant	LVS													
Rodney Pontiflet Seated 11/19	MCBB	X	E											
Vacant Seated	GSC													
Jasmine Jamison Seated 12/17	M		X											
Vacant Seated	NA													
Alacya Harris s/b/s 11/19; seated 12/17	NC	U	X											
Haley Joslin Seated 11/19	NJ	X	X											
Lenda Wheeler Seated 11/19	NH2	X	X											
Colleen Fietzek Seated 11/19	NV	X	X											
Kenneth Tate Seated 11/19	PA	X	X											
LaShanda Banks s/b/s 12/17	PP		E											
Vacant	SF													
Danielle Zevallos Seated 11/19	SN	X	U											

COMMITTEE MEMBER	CENTER	11/20	12/17		1/21	2/18								
Angeles Soberanes Seated 11/19	SP	X	X											
Vacant Seated	V													
Debra Baro Seated 11/19	WG	X	X											
Vacant	FPR													
Seated	GPR													
Justin Fietzek Seated 9/17	MAACC	X	X											
LaTasha Windham Seated 11/19	OGC	X	X											
Vacant Seated	PPR													
Vacant Seated	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. Jasmine Jamison, at 220-8736, or the Clerk of the Boards, Ms. Nancy Hogan, at 263-3827.

**** Ethics training with Policy Council
Special meeting**

**PARENT ADVISORY COMMITTEE - MEETING ATTENDANCE UPDATE
PROGRAM YEAR 2013-2014
(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	NJ:	Norma Johnson
CW:	Countrywood	NA:	North Avenue
EHS:	Early Head Start	NC:	Nedra Court
EL:	Elkhorn	NH:	New Helvetia 2
FP:	Freedom Park	NA	North Avenue
FT:	Fruitridge	NV:	Northview
G:	Galt	PA:	Parker Avenue
GH:	Grizzly Hollow	PP:	Phoenix Park
H:	Hillsdale	SF:	Solid Foundation
HB:	Home Based	SN:	Sharon Neese
HP:	Hopkins Park	SP:	Strizek Park
IC:	Illa Collin	V:	Vineland
JC:	Job Corps	WG:	Walnut Grove

Representative Abbreviations

FPR:	Foster Parent Representative
GPR:	Grandparent Representative
MAACC:	Men's Activities Affecting Children Committee
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)
CD:	Child Dropped.

ITEM II-A – CONSENT

APPROVAL OF MINUTES OF THE DECEMBER 17, 2013 PAC MEETING

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review and approve the minutes of the December 17, 2013 PAC meeting.

RECOMMENDATION:

Approve the minutes of the December 17, 2013 PAC meeting.

NOTES:

ACTION: Moved: _____ Second: _____

VOTE: Aye _____ Nay: _____ Abstain: _____

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

Minutes/Synopsis

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

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

Tuesday, December 17, 2013
9:00 a.m.

I. Welcome

Call to Order/Roll Call: Ms. LaTasha Windham called the meeting to order at 9:05 a.m. Ms. Alicia Kafka read the Thought of the Day. Ms. Colleen Fietzek called the roll; a quorum was established. The Pledge of Allegiance was recited.

Members Present:

Teressa Jay
Colleen Fietzek
LaTasha Windham
Justin Fietzek
Alicia Kafka
Derek Adams
Daisy Tafolla (arrived at 9:11 and was seated)
Lenda Wheeler
Haley Joslin (arrived at 9:22 a.m.)
Kenneth Tate
Angeles Soberanes (arrived at 9:10 a.m.)
Debra Baro
Annette Pettis
Alacya Harris
Yazmin Lopez (arrived at 9:15 a.m.)
Clifton Tucker (arrived at 9:15 a.m.)
Jasmine Jamison

Member Absent:

Marcia Cajero (excused)
Precious White(excused)
Rodney Pontiflet (excused)
Danielle Zevallos(excused)

New representatives to be seated but absent:

Norma Santillian, alternate for Yazmin Lopez, Bannon Creek Head Start
Juan Mozqueda, Elkhorn Head Start (unexcused)
Mark Green, Home Base (excused)
LaShanda Banks, Phoenix Park (excused)

II. Consent Item

A. Approval of the Minutes of the November 19, 2013 Regular Meeting

The minutes were reviewed; no questions or corrections.

Moved/J. Fietzek, second/Tate, to approve the November 19 minutes.

Show of hands vote: Aye: 15, Nay: 0, Abstentions: 1 (Windham)

Mr. Clifton Tucker, EHS Home based was seated at 9:15 a.m.

Yazmin Lopez arrived at 9:15 a.m. so Norma Santillian stepped down.

III. Action Items

A. Election of Parent Advisory Committee Officers

The responsibilities for the officer positions were reviewed.

Those interested in the **Chair:**

Votes:

Jasmine: 7

Lenda: 6

Those interested in the **Vice Chair:**

Kenneth: 6

Alacya: 4

Angeles: 5

Lenda: 2

Ms. Haley Joslin arrived and was seated at 9:22 a.m.

Those interested in the **Secretary:**

Alacya: 10

Lenda: 7

Those interested in the **Treasurer:**

Angeles: 7

Lenda: 10

Those interested in the **Parliamentarian:**

Derek: 11

Haley: 3

Angeles: 4

Moved/Wheeler, second/Soberanes, to elect officers of the 2013/14 PAC as follows:

Jasmine Jamison, Chair; Kenneth Tate, Vice Chair; Alacya Harris, Secretary; Lenda Williams, Treasurer, Derek Adams, Parliamentarian.

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

B. Selection of Representatives and Alternates to Attend the Annual California Head Start Association (CHSA) Parent Training Conference

Ms. Desha reviewed the details for parents attending the Parent Training/Parent Engagement Conference. This is mainly for parents.

Those interested in attending and the votes:

Haley: 0	Kenneth: 1
Daisy: 0	Jasmine: 1
Angeles: 3	Lenda: 3
Colleen: 2	LaTasha: 3
Alacya: 2	Clifton: 2

Ms. Alicia Kafka left at 10:20 a.m.

Representatives: Angeles, Lenda, and LaTasha
Alternate: Colleen, Alacya, and Clifton

Moved/Fietzek, second/Tate, to confirm Angeles, Lenda, and LaTasha as representatives, and Colleen, Alacya, and Clifton as alternates to attend the Annual California Head Start Association Parent Training Conference
Show of hands vote: Aye: 15, Nay: 0, Abstentions: 1 (Jamison)

IV. Information Items

A. Standing Information Items

- PC/PAC Calendar of Events – Ms. Jamison reviewed the calendar. Ms. Desha urged parents to sign up for orientation training.
- Parent/Staff Recognitions: None.
- Community Resources-Parents/Staff – Ms. LaTasha Windham
- Child Care Center Menu: Attached.
- Fiscal Monthly Report/Corporate Card Monthly Statement of Account – Ms. D’et Patterson program year, should be 33.3% spent, by the end of November, 32.6% spent and have a 25% in-kind requirement currently at 23.6% continuing to improve.

B. Attendance and Chronic Absences Presentation: Tabled

C. Governing Board Minutes of October 3, 2013: No questions.

V. Committee Reports

- Executive Committee Meeting Critique: The critique was reviewed.
- Budget/Planning Committee: No report.

VI. Other Reports

- Chair’s Report: Ms. Jamison urged board members to sign up for orientation.

- Policy Council Report(s): Mr. Derek Adams provided a report on the last PC meeting.
- Head Start Deputy Director's Report: Ms. Denise Lee stated that the community assessment and goal setting meeting is scheduled for January 8. Attendees will come together as a county and learn shifts in local demographics. This meeting is held once every three years. Staff is in the process of getting feedback how to get interest in the web site which will be used to update the Head Start web page.
- Head Start Managers' Reports
 - ✓ Program Support Services Report: Ms. Brenda Campos reported that the TB policy has been updated; there will be a change in their requirement of home base option. Parents participating with a Head Start Educator are no longer required to have a TB screening. Staff looked at other home based programs and found there were no requirements for a TB screening. With that in mind, staff determined for the grantee program that we will no longer require it. The policy has been changed to show the modifications effective today. When staff does a first home visit with the family, the parents will be asked to fill out a questionnaire. If anything is marked yes, staff will provide information about TB and the incidence of it and encourage parents to go to their doctor for screening. Staff is working diligently on mediation with Mercy Housing to ensure our issues at Grizzly Hollow are being addressed; they are still working on it. It is hoped that the work will be done by the 20th but there are no definite dates; parents will be informed.
 - ✓ Parent/Family Support Report: Tabled.
 - ✓ Child Development & Education Services Report: Tabled.

VII. Center Updates: None.

VIII. Discussion: None.

IX. Public Participation: None.

X. Adjournment: The meeting was adjourned at 10:45 a.m.

ITEM III-A – ACTION

SELECTION OF PARENT ADVISORY COMMITTEE MEMBERS 2013-2014

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee Representatives to select Standing and Program Area Committees for Program Year 2013-2014.

- 1) Head Start Personnel/Bylaws Committee Representatives
Overseen by: Marie Desha

Parliamentarian (Derek Adams),

- 2) Head Start Budget/Planning Committee Representatives
Overseen by: D'et Patterson & Denise Lee

Treasurer (Lenda Wheeler),

- 3) Head Start Social/Hospitality Committee
Overseen by: Marie Desha

Secretary (Alacya Harris), Treasurer (Lenda Wheeler),

- 4) Program Area Committees
♦ Early Childhood Development & Health Services Committee
♦ Parent, Family & Community Engagement Committee
Overseen by: Brenda Campos, Lisa Carr and Karen Gonzales

ITEM III-A – ACTION (continued)
Page 2

- 5) Monitoring and Evaluation, AKA Self-Assessment Committee
(Committee of the Whole)
Overseen by: Robyn Caruso

- 6) Food Services Committee
Overseen by: Brenda Campos

- 7) Male Involvement Committee
Overseen by: Robert Silva

- 8) Parent Ambassador Committee
Overseen by: Alma Hawkins

RECOMMENDATION:

That PAC members select committees in which they will participate.

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

ITEM III-B – ACTION

SELECTION OF REPRESENTATIVES TO THE SETA HEAD START
HEALTH SERVICES ADVISORY COMMITTEE (HSAC)

BACKGROUND:

The Parent Advisory Committee is requested to select Representatives to serve on the Head Start Health Services Advisory Committee. This committee is an advisory group to the health program area plan, assists with creation of policies, and serves as one of our primary community resources for health information. Members on the committee include Head Start staff and parents and health professionals from the community with an interest in Head Start. The group meets two times per year for a dinner meeting. The next meeting is scheduled for Thursday, February 20, 2014, 5:30 p.m. – 7:00 p.m. at SETA. An interest in health would be appropriate for those serving on this committee. Ms. Brenda Campos will be available to share information and answer questions.

Please see attached minutes of last meeting, Wednesday, October 23, 2013.

RECOMMENDATION:

That the Parent Advisory Committee select Representatives to serve on the Health Services Advisory Committee.

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____



SETA Head Start Program Support Services

Subject:	Health Services Advisory Meeting	Date:	October 23, 2013
Facilitator:	Brenda Campos	Minutes:	Valerie Powell
Attendees Present:	See Attached		

Topic	Minutes	Action Items	Due By
I. Welcome and Introductions	Ms. Campos welcomed members and each member introduced themselves. An explanation of the duties of PAC and PC members was offered to new members from local CBO's.		
II. Overview of the upcoming OHS Review	Ms. Campos discussed the process for the upcoming Office of Head Start Federal Review. She shared that reviewers might come unannounced or give a 30 day notice of their visit. Results may be presented at the next meeting in February 2014.		
III. PIR Review	Each committee member received a copy of the most recent PIR. Ms. Campos explained that the report is analyzed by OHS to determine if SETA Head Start is meeting program standards. For the interest of the group, the health summary was focused on. Medical and dental screenings were reviewed. Dental screenings are challenging due to access and follow-up by parents. Immunizations are also a challenge as documentation is difficult.		



SETA Head Start Program Support Services

<p>IV. Community Partners Update</p>	<p>The floor was turned over to the community partners to share information. The SNAP Ed program was discussed highlighting the a description of the program as a series of six meetings with parents at Bannon Creek held once a week. The program provides education on how to read food labels, budgeting and nutrition. There were 15 participants working together and collaborating with other CBO's in the community. The need for communicating nutrition needs to community markets and stakeholders was stressed.</p> <p>Cathy Levering form the Dental Society discussed the ongoing campaign to increase the amount of dental assessments for children by dentists in the community. A finding was made that many dentists do not have the confidence to work with children. Dentists able to work with children has risen from 200/1200 to 981/1200. There has been a reduction in dental ER visits and issues are continuing to get better. This year schools that serve free lunches will be targeted to continue the Smile for Kids campaign.</p> <p>The Beneficiary Dental Exception Program provides information to customers calling the 800#. The service provides information and advocacy regarding dentist concerns, insurance carriers, making appointments and attaining transportation.</p> <p>WIC has opened two new satellite centers in Elk Grove and Folsom.</p>		
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SETA Head Start Program Support Services

V. TB Serum Shortage	<p>SETA has recently been informed of a TB serum shortage. This shortage impacts staff requirements and parent volunteers in the classroom. There was discussion on how the virus is transmitted and if it is necessary to require Home Base parents to be tested to receive services. Dr. Cooke will research information on how often TB is found in the in-home service field and report back to Ms. Campos to assist with changing the current SETA Head Start Policy regarding TB testing. The committee will be notified by email of the results.</p>		
VI. Covered CA	<p>Covered California is now in effect. Dr. Cooke shared that there is concern by health care providers that patients may be risking their health needs by choosing cheaper coverage providing less care. SETA has been involved in spreading the word through a small grant.</p>		
VIII Q&A, Additional Community Concerns	<p>A concern was expressed regarding how to encourage all health care providers to clearly state that children have been tested for lead.</p>		
Next Meeting	<p>The next meeting of HSAC will be Thursday, February 20, 2014</p>		

Approved By: Brenda Campos
Date: November 15, 2013

ITEM III-C – ACTION

SELECTION OF COMMUNITY PARTNERSHIPS ADVISORY COMMITTEE
(CPAC) REPRESENTATIVES

BACKGROUND:

The Parent Advisory Committee is requested to select Representatives to serve on the Community Partnership Advisory Committee (CPAC). This advisory committee is an advisory group to the Head Start social services program area of Head Start. Members of this committee include Head Start staff, parents and social services professionals from the community with an interest in the Head Start Program. Each program year a PAC Representative is selected to sit on this committee. The CPAC meetings will be held semi-annually. The next meeting has not yet been scheduled. Having an interest in social service collaboration would be appropriate for those wishing to serve on this committee.

Ms. Lisa Carr will be available to share additional information and answer questions.

Please see the attached minutes of the last meeting held April 18, 2013.

RECOMMENDATION:

That the Parent Advisory Committee select Community Partnership Advisory Committee Representatives to serve on the committee.

NOTES:

ACTION: Moved _____ Seconded _____

VOTE: Aye _____ Nay _____ Abstain _____

SETA Head Start Program Support Unit

Subject:	CPAC Minutes	Date:	April 18, 2013
Facilitator:	Terri Carpenter	Minutes:	Consuelo Lopez
Present:	Belinda Malone, SETA Head Start; Michelle McCarver, Sacramento County Department of Child Support Services; Mireya Estrella, Sacramento Food Bank and Family Services; Moua Moua, WCIC/Playmate; Colleen Fietzek, SETA Head Start PAC Member; Annette Duran, SETA PC Member; Mayra Partida, SETA Head Start PAC Member; Francisco Navarro, SETA Head Start; Catherine de la Torre, SJUSD; Alicia Kafka, SETA Head Start PAC Member; Ana Calderon, SETA PC Vice-Chair; Iyshiah Lacey, SETA Head Start PAC Member; Nse Akang, SETA PC Chair; Toni Espinoza, SETA PC Member; Terri Carpenter, SETA; Consuelo Lopez, SETA Head Start.		

Topic	Minutes
1. Welcome and Introductions	Meeting was called to order. Terri Carpenter introduced herself and welcomed the attendees. Participants were self-introduced.
2. Member Updates	<p>Sacramento County Department of Child Support Services- Handbook on Child Support was available. Outreach event once a year. Staff goes out to high schools talking to teenagers making them aware of how expensive it is being a parent. For more information check their website www.childsup.ca.gov</p> <p>Sacramento Food Bank and Family Services- The Food Bank in partnership with local growers offers fruits and vegetables to people in need. Serves children 0-5. Goes out distributing food to families. Flyers available: Food Schedule for April and May; Relationships & Conflict Management; Parent Education; Men's Anger Management Group. The SACA Community Learning Center, 2469 Rio Linda Blvd., Sacramento CA 95815, holds parent education, youth programs, ESL classes, etc. Some of the programs are bilingual (English-Spanish). For parent education call 916-313-7622. For relationships and conflict management and anger management call 916-648-8735. For more information on events or becoming a volunteer check their website www.sfbs.com</p> <p>Just Between Friends- Will be holding a sale at the Placer County Fairgrounds in Roseville April 19-21, 2013, 9:00-3:00. Name brand items for children and maternity at 50-90% off retail. Next event will be at CWH Event Hall, 7323 Home Leisure Plaza, Elk Grove, May 3-5, 2013. Both are 9:00-3:00.</p> <p>Sacramento Habitat for Humanity- Orientations: Saturday, May 4, 2013, 10:00-11:00 am; Monday, June 17, 2013, 5:30-6:30, at 819 North 10th Street, Sacramento CA 95811. Please call Molly Gautreaux at 916-440-1215 ext. 1111 or e-mail mgautreaux@shfh.org to RSVP.</p>

SETA Head Start Program Support Unit

	<p>WORD (Women Organized Resist Defend)- Will be holding the following Spring events: All Women's Poetry Showcase, Wednesday, May 8th at 7:00 pm. Women's Empowerment Art Project: A Celebration, Wednesday, June 19th at 7:00 pm. Both events will take place at Sol Collective Art Center, 2574 21st St.</p> <p>Free legal clinic- The Sacramento Superior Court will celebrate National Law Day by hosting a free legal advice clinic to low-income parties on Friday, May 3rd, Noon to 4:00 pm at the Sacramento County Superior Court, Family Relations Courthouse, 3341 Power Inn Road, room 113. To sign up and receive a 20 minute consultation, call the clinic coordinator at 916-874-7758; must meet low-income requirements and not be represented by an attorney. There will be attorneys on site to provide free consultation on the following areas of the law: Divorce, child custody, child support, child visitation, spousal/partner support, paternity/parentage, arrears, property division, domestic violence, health insurance, enforcement of orders, guardianship.</p>
<p>3. SETA Head Start Updates</p>	<p>Free Parent/Kinship Conference 2013, Saturday, April 20th 9:00-3:00 at Charles A. Jones Skills and Business Education Center, 5451 Lemon Hill Avenue, Sacramento CA 95824. To register, call Belinda at 916-263-4078. There will be workshops on nutrition, positive discipline, child custody, child support and senior legal support. Sponsored by Sacramento County Head Start, North Sacramento Grandparent Support Group, Lilliput Children's Services, and Area 4 Agency on Aging.</p> <p>Employees who have been laid off from one of the following companies are eligible for training and job placement services: Bank of America, California Department of Corrections, Campbell's Soup, City of Sacramento, Coca Cola, Comcast, First Data Government Solutions, Foster Farms Dairy, Hostess Brands Inc., MicroSemi, PennySavers, Raley's/BelAir, Sacramento City Unified School District, Verizon, Volcano, and Xyratex. The Sacramento Work Lay-Off Assistance Program will provide employment and re-training to assist laid-off workers upgrade their skills and transition to a variety of high-wage/high-demand occupations. For more information, call 916-263-4066 or visit your local Sacramento Works One Stop Career Center. For locations go to the website www.sacramentoworks.org</p> <p>On jobs.sacramentoworks.org you can register for an account, post your work history and resumé, search for jobs and explore employment tools.</p>
	<p>Next meeting will be September 19, 2013.</p>

ITEM IV- A – INFORMATION

STANDING INFORMATION

BACKGROUND:

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


A. Standing Information

- PC/PAC Calendar of Events – Ms. Jasmine Jamison
- Parent/Staff Recognitions – Ms. Jasmine Jamison
- Community Resources-Parents/Staff – Ms. Jasmine Jamison
- Fiscal Monthly Report/Corporate Card Monthly Statement of Account – Ms. D’et Patterson
- PC/PAC Orientation & Officer Training Reports (oral) – Ms. Jasmine Jamison
- Child Care Center Food Menu (attached)
- Community Resources – Parents/Staff: Ms. Jasmine Jamison

NOTES:

February

2014

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
Thursday, January 23 rd - 9 AM PAC Executive Committee-SETA Olympus Room Thursday, January 30 th - 9 AM PC Executive Committee-SETA Olympus Room Friday, March 7 th 9 AM Budget/ Planning Committee - Refunding application process (only if necessary) – SETA Olympus Room						1
2	3	4	5	6	7	8
9	10	11 9:00 AM Elk Grove PC Meeting Prairie Pre-K 2 5251 Valley Hi Drive Sacramento 95823 9:00 AM Budget/Planning Committee Meeting SETA Oak Room	12	13 11:00 AM Sacramento City PC Meeting Capital City Multipurpose Room, 7220 24th Street Sacramento 95823 9:00 AM San Juan PC Meeting General Davie Center 1500 Dom Way Sacramento 95864 8:30 AM Twin Rivers PC Meeting 155 Morey Avenue Sacramento 95838	14	15
16	17 HOLIDAY President's Day  <div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 5px auto;">Agency Closed</div>	18 9:00 AM PAC Meeting SETA Board Room	19 10 AM MAAC Meeting SETA Olympus Room 5:15 PM WCIC PC Meeting 3555 3rd Avenue Sacramento 95817 5:30 PM Health Services Advisory Committee - SETA Sequoia Room	20 9:00 AM PAC Executive Committee Meeting SETA Olympus Room	21 9:00 AM Budget/Planning Committee Meeting SETA Olympus Room (Refunding application process 2014-2015)	22
23	24	25 9:00 AM PC Meeting SETA Board Room	26	27 9:00 AM PC Executive Committee Meeting SETA Olympus Room	28 9:00 AM Budget/Planning Committee Meeting (Refunding application process 2014-2015) SETA Olympus Room	

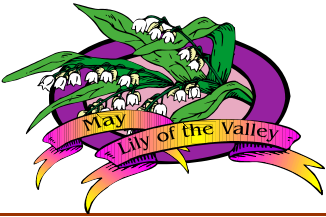

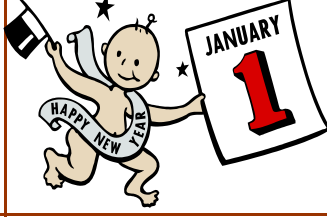

Non-Federal Share Site Summary as of December 2013

YTD SOP HOURS

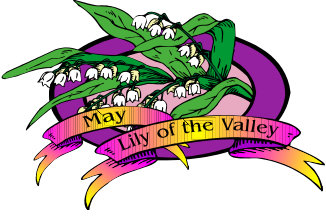

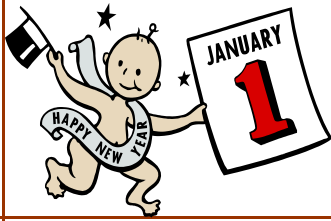

	Parent Volunteers - Class			FLIP			Parent Food Aides			School Readiness Aides		
	Last Month	Current	YTD Total	Last Month	Current	YTD Total	Last Month	Current	YTD Total	Last Month	Current	YTD Total
	Total	Month		Total	Month		Total	Month		Total		
Auberry Park	64.00		64.00	371.16		371.16	70.00	32.00	102.00	12.00		12.00
Bannon Creek	543.14		543.14	893.84	59.00	952.84	252.00		252.00	12.00		12.00
Bright Beginnings	116.80	19.55	136.35	651.40	652.83	1,304.23	116.00		116.00	46.00	30.00	76.00
Broadway	14.00		14.00	128.33		128.33	300.00		300.00	130.00		130.00
Crossroad	457.35	119.21	576.56	1,528.50	781.17	2,309.67	-		-	6.00		6.00
Elkhorn	135.03	2.00	137.03	1,149.67	17.50	1,167.17	149.00	43.00	192.00	40.00	32.00	72.00
Freedom Park	177.54	118.33	295.87	1,755.17	933.83	2,689.00	50.00		50.00	125.00	77.00	202.00
Fruitridge	714.33	298.42	1,012.75	886.17	434.33	1,320.50	184.00		184.00	120.00		120.00
Galt	198.17	69.50	267.67	1,150.49	290.00	1,440.49	182.00	80.00	262.00	196.00	70.00	266.00
Grizzley Hollow	-		-	-		-	88.00		88.00	34.00		34.00
Hillsdale	210.23	70.83	281.06	349.17	283.83	633.00	178.00	30.00	208.00	22.00		22.00
Hopkins Park	111.17	30.95	142.12	387.50	71.67	459.17	62.00		62.00	-	6.00	6.00
Illa Collins	42.75		42.75	94.83	84.33	179.16	92.00		92.00	2.00		2.00
Job Corp	65.42	5.58	71.00	238.84	36.50	275.34	-		-	-		-
Kennedy Estates	-		-	-	3.50	3.50	-		-	32.00	26.00	58.00
LaVerne Stewart	143.50	46.00	189.50	55.00	1.00	56.00	76.00		76.00	-	12.00	12.00
Mather	113.75	137.50	251.25	517.84	30.00	547.84	76.00	40.00	116.00	24.00	10.00	34.00
Nedra Court	340.83	140.13	480.96	1,333.49	928.33	2,261.82	300.00		300.00	2.00	17.00	19.00
New Helvetia I	9.45	2.52	11.97	490.33	112.00	602.33	-		-	-		-
New Helvetia II	98.67	11.33	110.00	-		-	116.00		116.00	4.00	2.00	6.00
Norma Johnson	257.67	31.33	289.00	374.98	49.00	423.98	-	24.00	24.00	-	12.00	12.00
North Ave.-Grant Skills	525.34	86.77	612.11	1,128.00	402.00	1,530.00	236.00	58.00	294.00	26.00	6.00	32.00
Northview	371.82	32.57	404.39	136.50	217.33	353.83	184.00		184.00	88.00	16.00	104.00
Parker	62.25	36.92	99.17	33.00		33.00	-		-	40.00	34.00	74.00
Phoenix Park	394.76	53.27	448.03	1,265.17	537.17	1,802.34	80.00		80.00	74.00		74.00
Sharon Neese	116.17	3.00	119.17	653.00	357.50	1,010.50	30.00	24.00	54.00	36.00		36.00
Solid Foundation	83.17		83.17	102.50	27.67	130.17	138.00		138.00	6.00		6.00
Strizek Park	53.50		53.50	6.83	25.50	32.33	48.00		48.00	6.00		6.00
Vineland	126.44	2.08	128.52	548.50	6.50	555.00	-		-	-		-
Walnut Grove	195.08		195.08	470.66	81.67	552.33	94.00	26.00	120.00	34.00	26.00	60.00
No Center Marked	-		-	127.50		127.50	-		-	-		-
Home Base	7,982.83	3,265.41	11,248.24	-		-	-		-	-		-
Early Head Start	22,133.57	6,862.57	28,996.14	-		-	-		-	-		-
SCOE	-		-	-		-	-		-	-		-
TOTALS	35,858.73	11,445.77	47,304.50	16,828.37	6,424.16	23,252.53	3,101.00	357.00	3,458.00	1,117.00	376.00	1,493.00

YTD SETA Non-Federal Share % (includes all forms of NFS) - 30.0%

January 2014

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1					
Week 2	<p>6</p> <p>Breakfast: Rice Krispies, Peaches, Milk Lunch: BBQ Beef Burger on Whole Wheat Bun, Mixed Vegetables, Cantaloupe, Milk Snack: Orange, Strawberry/Banana Yogurt</p>	<p>7</p> <p>Breakfast: French Toast Sticks, Maple Syrup, Diced Pear, Milk Lunch: Chicken Drumsticks, Sweet Potatoes, Whole Wheat Sweet Corn Muffin, Apple or Watermelon, Milk Snack: Whole Grain Kellogg's Scooby-Doo! Cereal, Milk</p>	<p>8</p> <p>Breakfast: Oatmeal with Raisins, Pineapple Tidbits, Brown Sugar, Milk Lunch: Orange Chicken & Vegetables, Steamed Brown Rice, Tangerine or Strawberries, Milk Snack: Hummus Dip, Fresh Vegetable Sticks</p>	<p>9</p> <p>Breakfast: Crispix Cereal, Banana, Milk Lunch: Turkey Ham on Whole Wheat Bread, Chicken Noodle Soup, Baby Carrots, Orange, Mayonnaise, Milk Snack: Nutri Grain Bar, Milk</p>	<p>10</p> <p>Breakfast: Dreamy Orange Whole Wheat Muffin Bar, Apple, Milk Lunch: Roasted Sliced Turkey on Whole Wheat Croissant, Sliced Cucumbers with Dip, Kiwi, Lowfat Milk Snack: American Cheese Quesadilla, Butter</p>
Week 3	<p>13</p> <p>Breakfast: Whole Grain Berry Blossoms Kashi Cereal, Orange, Milk Lunch: Macaroni & Cheese, Green Peas, Cantaloupe, Milk Snack: Sound Bites Whole Grain Crackers, Milk</p>	<p>14</p> <p>Breakfast: Whole Grain Waffle Sticks, Apple, Milk Lunch: Beef Ravioli, Whole Grain Bun, Spinach Salad with Thousand Island Dressing, Orange, Milk Snack: Apple Slices, Sun Butter</p>	<p>15</p> <p>Breakfast: Whole Grain Biscuit, Jelly, Diced Peach, Milk Lunch: Chicken Fajitas, Whole Wheat Tortilla, Whole Kernel Corn, Kiwi, Milk Snack: Raspberry Yogurt Fruit Cup</p>	<p>16</p> <p>Breakfast: Whole Wheat Bagel, Cream Cheese, Banana, Milk Lunch: Roasted Turkey, Whole Wheat Bread, Vegetarian Vegetable Soup, Tangerine/ Strawberries, Mayo, Milk Snack: Cottage Cheese, Pineapple Tidbits</p>	<p>17</p> <p>Breakfast: Whole Wheat Banana Muffin Loaf, Orange, Milk Lunch: Swiss Cheese on Whole Wheat Bread, Zucchini Sticks with Dip, Butter, Apricot Halves, Milk Snack: Kiwi, Crackers, Strawberry Waffle</p>
Week 4	<p>20</p> 	<p>21</p> <p>Breakfast: Whole Grain Kellogg's Scooby-Doo! Cereal, Cantaloupe, Milk Lunch: Beef Hamburger on Whole Wheat Bun, Whole Kernel Corn, Pickle Slices, Mustard/Ketchup, Kiwi, Milk Snack: Whole Grain Cheese-It Crackers, Apricot Halves</p>	<p>22</p> <p>Breakfast: Bagel, Orange Lunch: Whole Wheat Pasta, Spaghetti Sauce, Green Salad, Italian Dressing, Orange, Milk Snack: Nutri Grain Bar, Diced Peach</p>	<p>23</p> <p>Breakfast: Whole Wheat French Toast, Diced Apricot, Maple Syrup, Milk Lunch: Turkey and Cheese Roll-up in a Tortilla, Cole Slaw, Mango Chunks, Milk Snack: Strawberry Yogurt, Banana</p>	<p>24</p> <p>Breakfast: Blueberry Whole Grain Muffin Loaf, Apple, Milk Lunch: Tuna Salad, Wheat Thins Whole Grain Crackers, Baby Carrots, Cantaloupe, Milk Snack: Whole Grain Vanilla Goldfish Crackers, Milk</p>
Week 5	<p>27</p> <p>Breakfast: Whole Grain Pancakes, Maple Syrup, Diced Pear, Milk Lunch: Chicken Patty, Whole Wheat Bun, Carrot, Mustard/Ketchup, Apricot Halves, Milk Snack: Apple Cinnamon Crackers, Diced Mango</p>	<p>28</p> <p>Breakfast: Multi Grain Cheerios, Banana, Milk Lunch: Refried Beans, Whole Wheat Tortilla, Tomato Salsa, Tangerine or Strawberries, Milk Snack: Multi Grain Cinnamon Flakes Cereal, Milk</p>	<p>29</p> <p>Breakfast: Whole Grain Biscuit with Jelly, Diced Peach, Milk Lunch: Vegetarian Chili with Beans, Corn Bread Muffin, Cantaloupe, Milk Snack: Sound Bites Whole Grain Crackers, Banana</p>	<p>30</p> <p>Breakfast: Oatmeal with Raisins, Pineapple, Brown Sugar, Milk Lunch: Turkey, Pasta & Spaguetti Sauce, Green Salad with Dressing, Orange, Milk Snack: Bean Dip, Whole Wheat Tortilla</p>	<p>31</p> <p>Breakfast: Dreamy Orange Whole Wheat Muffin Bar, Kiwi, Milk Lunch: Roasted Turkey on Whole Wheat Bread, Mayonnaise, Broccoli with Dip, Banana, Milk Snack: Apple, Cheese Stick</p>

January 2014

	lunes	martes	miércoles	jueves	viernes
Semana 1					
Semana 2	6 Desayuno: Cereal Rice Krispies, Durazno, Leche. Comida: Hamburguesa Asada de Res en Pan de Trigo Integral, Verduras Mixtas, Melón, Leche. Bocadillo: Naranja, Yogur de Fresa y Plátano.	7 Desayuno: Pan Francés Tostado, Miel de Arce, Pera Picada, Leche. Comida: Pierna de Pollo Horneado, Mollete de Pan de Maíz, Camote, Manzana o Sandía, Leche. Bocadillo: Cereal Kellog's Scooby-Doo! De Grano Integral, Leche.	8 Desayuno: Avena con Pasas, Azúcar Morena, Golosinas de Piña, Leche. Comida: Pollo a la Naranja y Verduras, Arroz Integral a Vapor, Tanjarina o Fresas, Leche. Bocadillo: Puré de Garbanzo, Baritas de Verduras.	9 Desayuno: Cereal Crispix, Plátano, Leche. Comida: Jamón de Pavo, Pan de Trigo Integral, Sopa de Pollo con Pasta, Zanahorias, Naranja, Mayonesa, Leche. Bocadillo: Barra Nutri Grain, Leche.	10 Desayuno: Minibarra de Mollete de Grano Integral, Manzana, Leche. Comida: Rebanada de Pavo Asado en Pan de Trigo Integral, Rebanadas de Pepino con Aderezo, Kiwi, Leche. Bocadillo: Quesadilla de Queso Americano, Mantequilla.
Semana 3	13 Desayuno: Cereal Kashi Berry Blossoms, Naranja, Leche. Comida: Macarrón con Queso, Chicharos, Melón, Leche. Bocadillo: Galletas de Grano Integral Sunrise Bites, Leche.	14 Desayuno: Baritas de Waffle de Trigo Integral, Plátano, Leche. Comida: Ravioli de Res, Pan de Trigo Integral, Ensalada de Espinaca con Aderezo Mil Islas, Naranja, Leche. Bocadillo: Rebanadas de Manzana, Mantequilla.	15 Desayuno: Bizcocho de Grano Integral con Jalea, Durazno Picado, Leche. Comida: Fajitas de Pollo, Granos de Elote, Kiwi, Leche. Bocadillo: Taza de Fruta con Yogur de Frambuesa.	16 Desayuno: Bagel de Trigo Integral con Queso Crema, Plátano, Leche. Comida: Pavo Asado, Pan de Trigo Integral, Sopa Vegetariana, Mayonesa, Tanjarina o Fresas, Leche. Bocadillo: Requesón, Golosinas de Piña.	17 Desayuno: Barra de Mollete de Trigo Integral y Plátano, Naranja, Leche. Comida: Queso Suizo, Pan Integral, Mantequilla, Baritas de Calabacita, Mitades de Chabacano, Leche. Bocadillo: Kiwi, Galletas, Waffle de Fresa.
Semana 4	20 	21 Desayuno: Cereal Kellog's Scooby-Doo! De Grano Integral, Melón, Leche. Comida: Hamburguesa de Res, Pan de Trigo, Mostaza y Catsup, Granos de Elote, Kiwi, Leche. Bocadillo: Galletas Saladas de Grano Integral, Mitades de Chabacano.	22 Desayuno: Bagel, Naranja. Comida: Pasta de Trigo Integral con Pavo y Salsa para Espagueti, Ensalada con Aderezo, Naranja, Leche. Bocadillo: Barra Nutri Grain, Durazno Picado.	23 Desayuno: Pan Francés Integral Tostado, Mitades de Chabacano, Leche. Comida: Pavo y Queso Enrollado en una Tortilla, Ensalada de Col, Trozos de Mango, Leche. Bocadillo: Yogur de Fresa, Plátano.	24 Desayuno: Barra de Mollete de Trigo Integral y Arándanos Azules, Manzana, Leche. Comida: Ensalada de Atún, Galletas Saladas de Trigo Integral, Zanahorias Tiernas, Melón, Leche. Bocadillo: Pescados de Galleta Salada de Grano Integral con Vainilla, Leche.
Semana 5	27 Desayuno: Jotqueis de Grano Integral con Miel de Arce, Pera Picada, Leche. Comida: Torta de Pollo en Pan de Trigo Integral, Zanahoria, Mostaza y Catsup, Chabacano, Leche. Bocadillo: Galletas Saladas, Mango Picado.	28 Desayuno: Cereal Cheerios de Grano Integral, Plátano, Leche. Comida: Frijoles Refritos, Tortilla de Harina de Trigo Integral, Salsa de Jitomate, Tanjarina o Fresa, Leche. Bocadillo: Ojuelas de Cereal Multigrano, Leche.	29 Desayuno: Bizcocho de Trigo Integral con Jalea, Durazno Picado, Leche. Comida: Frijoles con Chile Vegetariano, Mollete de Harina de Maíz, Melón, Leche. Bocadillo: Galletas Saladas de Grano Integral Sound Bites, Plátano.	30 Desayuno: Avena, Pasas, Piña, Leche. Comida: Pavo y Pasta, Salsa para Espagueti, Ensalada Verde con Aderezo, Naranja, Leche. Bocadillo: Puré de Frijoles, Tortilla de Harina de Trigo Integral.	31 Desayuno: Barra de Mollete de Trigo Integral Dreamy Orange, Kiwi, Leche. Comida: Pavo en Pan de Trigo Integral, Brócoli con Aderezo, Mayonesa, Plátano, Leche. Bocadillo: Manzana, Barita de Queso.

ITEM IV-B - INFORMATION
GOVERNING BOARD MINUTES

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review the attached Governing Board minutes of the November 7, 2013 meeting.

NOTES:

**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, November 7, 2013
10:00 a.m.

- I. Call to Order/Roll Call/Pledge of Allegiance:** Supervisor Jimmie Yee called the meeting to order at 10:14 a.m.

Members Present:

Jimmie Yee, Chair, Governing Board; Member, Board of Supervisors
Don Nottoli, Member, Board of Supervisors
Sophia Scherman, Public Representative
Allen Warren, Councilmember, City of Sacramento

Member Absent:

Jay Schenirer, Vice Chair, Governing Board; Councilmember, City of Sacramento

- ✓ **Recognition of Long-Term Employees:** Dennis Kennedy, Workforce Development Professional III: Ms. Marsha Strode, Workforce Development Supervisor, recognized Mr. Kennedy for his 25 years of service to SETA. Board members expressed appreciation to Mr. Kennedy for his service to SETA.

II. Consent Items

- A. Minutes of the October 3, 2013 Regular Board Meeting
- B. Approval of Claims and Warrants
- C. Approval of Revised Vendor Services (VS) Request for Qualifications (RFQ)
- D. Approval to Ratify the Submission of an Application to the California Workforce Investment Board for National Emergency Grant Funding
- E. Approval of Modifications to the Bylaws of the Sacramento County Head Start/Early Head Start Policy Council
- F. Approval to Modify the California Employment Training Panel (ETP) Grant for Vocational Training

Mr. Larsen requested that the last sentence in Item II-D be deleted. If the agency is funded, staff will come forward with a recommendation for approval.

Mr. Yee stated that Item II-E will be continued to the December 5 meeting.

Moved/Nottoli, second/Warren, to approve the consent items A, B, C, F as presented, and Item D as modified. Item II-E was continued to the December 5 meeting.

Voice Vote: Unanimous approval

III. Action Items

A. GENERAL ADMINISTRATION/SETA

1. Election of Officers of the Sacramento Employment and Training Agency Governing Board

Ms. Scherman inquired whether specific action was required on this agenda item. Mr. Larsen replied that the board is not required to act in any particular way.

Moved/Yee, second/Nottoli, to continue this item to the December 5 meeting.
Voice Vote: Unanimous approval.

Ms. Scherman expressed her interest in having Mr. Schenirer be committed to attend meetings.

2. Approval to Purchase Agency Insurance for General Liability, Vehicle Liability, Umbrella, Errors and Omissions and Student Accident

Mr. Roy Kim introduced Mr. Ken Urrutia from Arthur J. Gallagher Insurance. This item seeks approval to purchase all insurance except for workers compensation. The carrier for a number of years has been Philadelphia Insurance. Mr. Urrutia has been working to get additional options and quotes for the board to consider, and reviewed the premium summary between Philadelphia/RSUI and Riverport/RSUI. Mr. Urrutia is recommending going back to Philadelphia to give them an opportunity to revise their quote.

The Bannon Creek Head Start center is now in flood zone A which explains the increase in the flood insurance. The board asked Mr. Urrutia to see what other options there are for the flood insurance.

Moved/Warren, second/Scherman, to delegate to the Executive Director authority to negotiate a better deal and finalize the insurance purchase.

Voice Vote: Unanimous approval.

3. Approval of Retiree Medical Insurance Subsidy for Calendar Year 2014

Mr. Roy Kim reported that since 2005 SETA has been subsidizing some of the retiree health insurance premiums since SCERS does not do that anymore. Staff is recommending the approval of Option A which continues the subsidy at the current level.

Moved/Nottoli second/Warren, to approve Option A for the next calendar year effective January 1, 2014.

Voice Vote: Unanimous approval.

4. Approval to Waive the Local Board of Directors Requirement and Approve the Submission of a Concept Paper for the Sacramento Reimagine Opportunity Project

Ms. Michelle O’Camb reviewed this item; concept papers are due November 17 and there will be 2-3 awards for a one-to-two year period. The competition is nationwide and Ms. O’Camb feels very confident that our proposal will be funded.

Ms. Mary Jennings stated that the funding would be for Sacramento and would target the victims of trafficking. The local office already provides a lot of services. SETA is applying for \$800,000 for Sacramento but the actual grant will probably be funded for less than that.

Mr. Warren expressed concern with allowing boards from other jurisdictions in the waiver. He stated that staff may have to look at the waiver further to see if it is of value to us.

Moved/Warren, second/Yee, to waive the local Board requirement for IRC to enable SETA to include the organization as a primary partner in its Reimagine Opportunity project. In addition, approve the submission of SETA’s concept paper for the Reimagine Opportunity project to the Partnership for Freedom. Voice Vote: Unanimous approval.

B. WORKFORCE DEVELOPMENT DEPARTMENT

Refugee Services: None.

One Stop Services: None.

Community Services Block Grant: None.

C. CHILDREN AND FAMILY SERVICES: None.

IV. Information Items

- A. Presentation of the Annual Audit Report: Mr. Roy Kim reported another year of a clean audit. Ms. Loretta Su and the entire fiscal team were recognized for their outstanding work. Ms. Kossick stated that there is no management letter, which is excellent.

- B. Sector Initiatives in Construction and Energy Efficiency: Ms. Purdy stated that one of our hardest hit sectors is making a comeback. Construction is coming back and developing into a growth sector. The Agency has an opportunity to request Proposition 39 funds that will come down to Department of Education to do retrofits in schools. Staff participated in a meeting last week with partners developing a sector strategy around construction and energy efficiency. Staff will be back in December or January with proposals to seek Prop 39 funds.

Mr. Warren stated that he chairs the arena committee that works to deal with communities with high unemployment rates. They are working to come up with a program that will be good for the arena and the community. Ms. Purdy stated that SETA will be doing cohorts in high unemployment areas in the community.

- C. Covered California Outreach and Education Program Update: Ms. Sherwood-Green reported that since August 1, 28,000 people have been informed of the Affordable Care Act. An Enrollment Day event will be November 16 at four locations in the city. Between SETA and the five contractors, over 60 staff have been trained.

The Executive Director of Asian Resources, Stephanie Nguyen spoke of the state wide application process. They work with SETA to cover 12 Asian/Pacific Islander languages.

- D. Fiscal Monitoring Reports: Mr. Yee asked about the report for the Greater Sacramento Urban League. He expressed interest in SETA staff working with the Urban League staff to fix the issues. Ms. Kossick replied that GSUL is under corrective action; there has been transition recently that has affected their administration.
- E. Employer Success Stories and Activity Report: No report.
- F. Dislocated Worker Update: Mr. Yee received an e-mail from Radiological Associates; Mr. Walker stated that he just received the report. RAS is dislocating 56 employees but there may be some staff moving to another company while others will be laid off.
- G. Unemployment Data According to ZIP Codes from the Employment Development Department: No questions.
- H. Head Start Reports: Ms. Denise Lee directed board members to the more abbreviated Quality Assurance reports. Anything less than 90% will be addressed. If it is a delegate agency or partner, they will submit a written corrective action report.

Mr. Nottoli asked about the comments regarding dental hygiene. Ms. Brenda Campos stated that all Head Start children are required to have an annual dental exam. Staff work with parents to ensure their child receives an exam. Staff is working to ensure written documentation of exams is included in the files.

Mr. Warren left at 11:29 a.m.

V. Reports to the Board

- A. Chair: No report.

- B. Executive Director: Ms. Kossick wished the board an early Happy Thanksgiving. At the next Governing Board meeting, time will be set aside for Ms. Lee to provide a mini-workshop on the Head Start program.
 - C. Deputy Directors: None.
 - D. Counsel: No report.
 - E. Members of the Board: Ms. Scherman reminded the audience that the City of Elk Grove will be collecting turkeys. Mr. Nottoli also reminded the audience of Veterans Day.
 - F. Public: No comments.
- VI. Adjournment:** The meeting was adjourned at 11:33 a.m.

ITEM V

COMMITTEE REPORTS

→ Executive Committee

Critique of the December 17, 2013 Parent Advisory Committee meeting.

GOOD!!!
Thank you members, officer elections went well.
Thank you Ms. D'et Patterson for a timely fiscal report.
NEEDS IMPROVEMENT
Please be recognized by the Chair before speaking.
Please be recognized by the Chair before leaving your seat.
Arrive on time and be seated by 8:50 a.m. to start the meeting.
Switch your phone/lpad to off.
Absolutely no side barring.
REMINDERS
Absolutely no food in the board room. No exceptions.
Please be careful of beverage spills in the board room and break room.
Please refrain from dropping food in the break room.

→ Budget/Planning Committee

ITEM VI

OTHER REPORTS

BACKGROUND:

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

- Chair's Report
- Policy Council Report(s): Mr. Derek Adams, Ms. Colleen Fietzek, Mr. Rodney Pontiflet, Ms. Angeles Soberanes, Mr. Kenneth Tate, and Ms. LaTasha Windham
- Head Start Deputy Director's Report – Ms. Denise Lee
 - ✓ Monthly Head Start Report (attached)
- Head Start Managers' Reports
 - ✓ Program Support Services Report – Ms. Brenda Campos
 - ✓ Parent/Family Support Report – Ms. Lisa Carr
 - ⇒ Attendance and Chronic Absences Presentation
 - ✓ Child Development & Education Services Report – Ms. Karen Gonzales

NOTES:



Monthly Head Start Report January 2014

SETA Operated Program

Program Support Services

Quality Assurance Unit. Quality Assurance Analysts and Program Officer completed follow-up visits with delegate agencies to close out on items identified on their submitted QA Monitoring Response Plans. Regular QA Monitoring Review will resume in January 2014 with SETA-Operated Program (SOP), SCOE EHS and River Oak CC EHS scheduled to be monitored. QA Monitoring Tool revisions were also being made at this time to incorporate feedback and program updates.

Program Support Services. Education Content Meeting was held on 12/10/2013 and Governance Content Meeting was held on 12/13/2013. Included on the agenda were School Readiness Goals Updates and required record-keeping for Boards and Policy Council/Policy Committee.

Program Operations

As we said good-bye to 2013, teaching staff were planning ways to strengthen their students' skills in 2014. Teachers received their classroom data based on the first DRDP assessments of the school year. In a workshop setting, teachers analyzed the results to identify their classroom strengths as well as developing areas. Teachers created a plan to support these areas which included changes to the learning materials, environment set up, and curriculum activities.

Individualized assessment information was also distributed to create developmental plans for each child. Together, teachers and parents will develop goals to be supported at home and school. The Parent's Guide to School Readiness was given to each family in preschool and toddler classes to suggest ways to support learning in the five (5) essential domains of the Head Start Early Learning Framework.

Family Engagement

Family Services Workers and Home Visitors have been working with parents to educate them on kindergarten transition and what items are needed to ensure that all eligible children can be enrolled into kindergarten. They have also been working with parents to talk about what helps

children be successful in school; things such as regular attendance, regular bedtime, a place set up for homework, and keeping children healthy.

The Home Visitors and Early Head Start Educators also have been going through an ongoing training: Parents Interacting with Infants. This training gives staff new ideas on how to structure home visits and engaging parents to work with their children. We are very excited about this new training.

Family Engagement Unit is getting ready to launch the new six week parent training on Social/Emotional Development. Last year's training was very successful and we are excited to bring this training to parents.

Elk Grove Unified School District

Enrollment

The Elk Grove Unified School District is funded to serve 420 students and is fully enrolled. The average daily attendance (ADA) was 88%.

Disabilities Services and Mental Health Services Update

Our program educators and clerks have worked closely with Florence Oneto, PreK Social Worker and with Teresa Gannon, PreK Psychologist, to place students with an active IEP into the Head Start program. There are 56 students with active IEAPs being served which is thirteen percent (13%) of our Head Start student population.

Health Services Update

Program Educators continue to monitor files and provide additional support to families to ensure that children who need health services receive them.

Head Start students were served 7,688 meals during the month of December.

This month's Elk Grove Meals/Snacks calendars are attached.

Fiscal Update

This month's Fiscal report is attached.

Recruitment

Parents continue to register their children for our PreK Program. The Head Start classes are fully enrolled and each school has a waiting list. Families are notified when space becomes available.

An internal office calendar with registration dates for January through June 2014 has been created to ensure sufficient time is allotted to have full enrollment by the end of June for the 2014-2015 school year.

Sacramento City Unified School District

Mental Health

Social work staff had their first content area meeting for Family and Community Engagement for Self-Monitoring purposes. The social worker assigned to Early Head Start has revised and

completed the Family Partnership Agreement process. Also, the Early Head Start social worker recently conducted a parent workshop on the topic of “Attachment” for Early Head Start Home- base families and for the parent education class at American Legion High School. Social workers have been very busy collecting the first “goal sheets” and completing follow-up support with families. Social workers are also reviewing TAB Screeners and are conducting the necessary follow-up with teaching staff and parents. Social workers met with SCLs to review the Family and Community Engagement protocol questions for Federal Review. Additionally, social workers have completed all mental health observations in CHDV classrooms.

Health and Nutrition

Nurses have continued providing parent education talks to at their school sites. These talks cover a variety of health topics and are well received by the parents. A translator was provided for Spanish-speaking parents.

The Dental Varnish Clinics continued in November with teachers making a concerted effort to increase the number of children receiving these services. Nurses have begun the necessary follow-up on addressing children’s dental needs identified during the time of the dental varnishings.

The Preschool portion of the Child Development Program is still without a third nurse. Nurses continue to cover the preschoolers assigned to the former nurse. The job description for a Child Development Nurse has been recently re-posted.

CHDV’s Registered Dietitian began the necessary follow-up on children who have been identified with lower or higher than normal Body Mass Indexes (BMIs). The referrals are coming in and nurses will be making initial contacts with families either via phone or in person. The Dietitian will also be conducting parent nutrition education meetings in January to ensure that parents are apprised of the various ways that they can avert childhood obesity, diabetes complications and anemia.

Nurses have attended the Health and Nutrition Content Meeting at SETA on November 8, 2013. Both nurses found these meetings instrumental in assisting them in their efforts to interpret and carry out the Head Start Program Performance Standards.

Health services staff are also continuing their efforts to review of the TB screening policy for Child Development. These discussions ensue during the monthly Health and Nutrition Committee meeting. It is hopeful that the policy will be finalized by early January.

Nurses are engaging in an in-depth audit of the health and nutrition sections of the child files to ensure accuracy and completeness. Nurses are also being joined by ERSEA staff in this effort. This has been spurred by the findings resulting from the child file audit conducted by SETA in November.

Teaching and Learning

SCUSD staff had an opportunity to engage in another introductory session on the topic of Balanced Literacy during the month of December. Consultant and facilitator, Andrea Hess, from Accelerated Literacy Learning Consulting, presented a thorough two-hour presentation outlining the Balance Literacy Framework and the required components for implementing the

model in a preschool classroom. The training provided the fifteen teachers currently piloting the Balanced Literacy curriculum in their classrooms an opportunity to deepen their understanding of the content and it also provided a general overview of the model to the remaining teaching staff that have not yet begun the process of implementing the literacy model in their respective classrooms.

San Juan Unified School District

Education Services Update

Teachers are still in the midst of conferencing with parents this month. They are using the new IDP Worksheet which highlights the Head Start School Readiness Goals. They are also using the Parent's Guide to School Readiness to further supplement the parent education piece. Teachers will continue their study of Clothes through the month of December, beginning a new theme January 6th.

Disabilities Services Update

In the month of December, the Disabilities Specialist attended the SETA Disabilities/Education Content Meeting. Much of the meeting revolved around preparing for the upcoming review. A great deal of the same preparations have occurred in the Early Childhood Education office at Marvin Marshall.

The bimonthly Systems meetings are dedicated to tightening up loose ends regarding Federal Review preparation. The Disabilities Specialist also attended a new meeting with her EHS counterparts and members of the Preschool Special Education team from their school district. It was a positive meeting with all parties agreeing to some new procedures regarding special education transitions between the two departments. They all agreed that the meeting was a success and agreed to meet on a quarterly basis.

Mental Health Services Update

The Mental Health Therapist provided Holiday Stress Management parent support workshops throughout the month of December. These workshops offered valuable tricks and techniques to help parents during the potentially stressful holiday season. The Mental Health Therapist also provided families with community resource phone numbers in the event of need or a crisis over the school break. These steps ensure that families are supported even when school isn't in session.

Nutrition Services Update

Health has completed growth assessments on the Head Start Students and is printing the graphs. The next step will be printing the reports to find all the children that do not fall into the Healthy Weight Category. The families of these children will be contacted, and information will be shared in an effort to bring these children into a healthy range. Health will also be connecting with these families for any follow-up that is needed.

Health Services Update

Health continues to hold screenings once a week on Tuesdays in the centralized screening room. Health is reviewing incoming students' health, nutrition, & immunization status, completing health screenings, and counseling families in various health-related areas as needed. The School Nurse is completing Individualized Student Health Plans for those who have health concerns, as well as several IEP Assessments and Reports for referred students.

The Smile Keepers Dental Screenings are still being held regularly in the classrooms. Health is also reviewing and monitoring files in preparation for the Federal Review.

Family and Community Partnerships Update

At the December Policy Committee meeting, representatives completed Ethics training. This important material stresses that what is legal may not always be ethical. Representatives were receptive to this information and learned a great deal. Names were also gathered at this meeting for the budget/grant sub-committee work that will begin in January.

Transition Services Update

The teachers have been busy conducting parent/teacher conferences. They have a wealth of information regarding the individual students at this time of the year, and it has been conveyed to the parents. Discussions range from what the students have accomplished, to which areas have been developing, and which areas are in need of further experiences. This is laying the foundation for the transition into kindergarten. The parents are also aware of skills that they are able to support at home.

The students' language skills have progressed, and the interactive read-alouds, graphing and charting experiences, journaling, and adult/ child conversations have added to the classrooms' rich culture.

All of these experiences are carefully designed by the teachers for student success in their future school career.

Program Support/Staff Training Update

In response to ECERS data gathered last year, Lakeshore presenters came to train on Sand and Water and Music and Movement activities for the classroom. Different strategies to increase access and interest were discussed for sand and water play. Daily techniques to integrate music and movement were shared to enrich the curriculum. The meeting evaluations reflected the teachers' enjoyment of the style and content of this Lakeshore training.

Fiscal Update

Work has continued on the Multi-Year Projections, which has brought ECE's reporting in-line with the District's projections. Meetings continue to be held with Coordinators to review budgets and monitor discretionary spending. Salary and Benefits adjustments have been calculated for the furlough refund and the offset by Common Core. Fiscal reports to SETA were submitted for November and programs were reconciled. The Fiscal Team is in the process of shifting assignments and cross training staff to continue to effectively cover ECE Fiscal responsibilities.

Early Head Start

In December, the Early Head Start support staff (including Lead Teachers and the Coordinator) gathered for a joint transition planning meeting with Head Start support staff and district Special Education support staff. They discussed ways to make the existing transition processes more effective and efficient for families of children with IFSPs as they transition to preschool services and IEPs. The discussion centered on ways to facilitate complete communication loops, as well as timelines for meetings and services for both EHS/HS and

Special Education. The strategies discussed will be implemented, and ongoing quarterly meetings of the cross program support staff group will help to assure continued effective communication among the various programs.

Based on staff development training requests and the school readiness goals, the teaching and support staff began a new Program for Infant Toddler Caregivers (PITC) training series this month on Infant Toddler Language Development. The series will continue through June 2014 with four hour evening trainings held twice monthly, and teacher observations and periodic reflective practice sessions. Staff was able to opt to take the course for two units of credit from the CSU system, or for professional growth hours.

Twin Rivers Unified School District

Events

This month both sites participated in the annual Winterfest event at Morey. To our parents' delight, the students' performed holiday songs and engaged in arts and craft activities throughout the campus. In alignment with our literacy goal, Mr. Tim, the librarian from Del Paso Heights Library, read stories to the students during the event and all participants had a joyous time.

Professional Development

All Head Start staff participated in a hands-on training facilitated by SETA Manager, Brenda Campos, related to the Nutrition Component. The training included in-depth information about family style meals and health and safety related information.

Components

The Nutrition Component Leader provided a food activity along with physical education games for the classrooms. The tracking of lead, hemoglobin and lead risk continues along with inputting the information into the Childplus database for tracking purposes. Follow-up continues for the BMI referrals by the Nutrition Coordinator and Registered Dietician Consultant.

The reviewing of students' files for medical concerns as well as data inputting into the Childplus database continues on a daily basis for the Health Component.

The School Social Worker/Counselor continues providing classroom support to students having challenging behaviors and difficulties adjusting to the classroom environment. Classroom observations to assist with intervention strategies and behavioral techniques for all classrooms are also being provided by the Social Worker. The social skills groups continue for all students identified by teachers or parents with the groups meeting weekly.

The Community Liaisons continue completing FPAs and FPPs with parents. The Community Liaison and Social Worker also continue the plan and facilitate the monthly meetings in each of the Morey Avenue classrooms and at Oakdale.

The Speech and Language Pathologist finished all initial screenings and continues to provide direct services to students who have IEPs already at both sites. Parents are also being notified of their child's screening results.

The Education Component Leader continues classroom observations to assist with mentoring and coaching the teaching staff to ensure appropriate learning environments for all students. Teaching staff completed action plans for their ECERS, DRDP assessments and CLASS assessments that will facilitate improvement in any needed areas.

The ERSEA Component Leaders are continuing to review files for accuracy. Both sites are completely full and a wait list is being maintained. Fliers for local business and community based agencies have been delivered for recruitment purposes. The Program Design and Management component leader has updated the personnel files. The Head Start Director continues to collect missing personnel information.

All staff continue to update and revise their binders in preparation for the upcoming Federal Review Visit. Staff meetings to discuss the protocol and practice the protocol questions are also being completed. The SETA Quality Assurance Team has also assisted during the month of December in reviewing files, observing classrooms and monitoring the various components to ensure the TRUSD Head Start Programs are ready for the upcoming Federal Review visit.

Policy and parent Committees

The monthly meeting for the Policy Committee was held on December 16th at Morey. The agenda included the approval of the meeting minutes and an approval of the ERSEA manual. The final reading of the Bylaws will be completed in January 2014. The Parent Committee meeting was held on December 11th at Oakdale and information was given from all of the monthly reports.

Parent Trainings

The monthly parent meeting focused on Healthy Cooking for the holidays and was facilitated by the School Social Worker in collaboration with the Nutrition Department. Parents were provided healthy recipes and reminded of the importance of healthy eating for the entire family.

Fiscal

ECERS and DRDP assessment are completed and teachers began ordering supplies and materials based on their assessment data. Budget planning meetings will begin in January 2014 for the upcoming school year.

WCIC

Enrollment

During the month of December 2013, WCIC's Enrollment Team continued non-stop to maintain 100% Enrollment.

Health

WCIC/Playmate Head Start Program children received Dental Screenings on December 9, 2013 from Dr. Eric D. Phillips.

WCIC/Playmate Head Start Program Staff and Parents received a Child Health Disability Program (CHDP) Training by Ms. Linda Mack-Burch, Health Education Assistant from County of Sacramento on December 18, 2013. She gave a brief overview on the Child Health

Disability Program (CHDP), which provides health and dental check-ups for babies, children, teens and young adults. All CHDP Health Check-Ups include: physicals, vision screenings, hearing screenings, dental screenings, immunizations, lab tests and health information. Children are eligible if they have Medi-Cal and are 20 years and under. Children also can be eligible if they are low/moderate income and 18 years and under. If parents are interested in the Child Health Disability Program (CHDP), the number is (916) 875-7151.

Education

WCIC/Playmate Head Start Program Staff received a CLASS Training by Liz Aguilar, Education Consultant from Sacramento Employment and Training Agency on December 20, 2013. Ms. Aguilar addressed staff on the Instructional Support Domain. Ms. Aguilar stated she has completed many CLASS observations out of state in Head Start Programs. She gave tips on how to succeed in scoring higher in the Instructional Support Domain. Teachers and Teacher Assistants will not be observed during outside time. Federal Reviewers will observe Teachers along with the Teacher Assistants. Concept Development is to promote students higher-order thinking skills and cognition. Teachers and Teacher Assistants need to have conversations that encourage children to problem solve, predict what will happen, compare and evaluate. Teachers use expansion, back-and-forth exchanges and follow-up to aid children. Language Modeling captures the quality and amount of teacher’s use of language-facilitation techniques. Open ended questions have more than one right answer or ones that can be answered in many ways: called-ended questions. Teachers and Teacher Assistants who do this will score higher in the master coders.

Information Memorandums and Program Information Reports

ACF-IM-HS-14-01 2013 Head Start Audit Supplement



SETA Head Start Food Service Operations Monthly Report *December 2013

December 5th - Strizek Park AM Class closed due to possible gas leak.
PG&E cleared the Center to reopen for the PM class

December 9th - Illa Collin Center closed today due to plumbing issues

December 11th - Hopkins Park water main break - Center closed.
Kennedy Estates closed for the morning due to no heat

December 16th - Northview AM Classes closed due to no water.

December 23rd through January 3rd - Winter Break - Centers Closed

Trainings/Meetings:

December 4th through 11th - Food Service Inservice at all the Kitchens
All Staff Attended

Total Number of Meals and Snacks Prepared for All Kitchens

Lunch	PM Snack	Breakfast	Field Trips
31,530	16,476	18,690	500

Total Amount of Meals and Snacks Prepared 67,196

Purchases:

Food	\$41,428.33
Non - Food	\$15,510.45

Building Maintenance and Repair: \$660.93

Janitor & Restroom Supplies \$19.90

Kitchen Small Wares and Equipment: \$554.26

Vehicle Maintenance and Repair : \$3,378.01

Vehicle Gas / Fuel: \$1,200.89
Normal Delivery Days 15

SPECIAL EDUCATION REPORT

Sacramento County Head Start/Early Head Start
(As of 11/30/13) CORRECTED REPORT Submitted 1/07/2014

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)	6 (3 %)	N/A
Elk Grove USD (420)	54 (13%)	N/A
Sacramento City USD (1292)(147)	115 (9 %)	15 (10 %)
San Juan USD (693) (161)	76 (11%)	18 (11%)
WCIC (120)	8 (6 %)	N/A
SETA (1974) (345)	136 (7 %)	38(11 %)
County (4710)* (653)**	395 (8 %)	71 (11%)

AFE = Annual Funded Enrollment

%AFE = Percentage of Annual Funded Enrollment

SPECIAL EDUCATION REPORT

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(As of 12/31/13)

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<u>Agency/AFE (HS)*(EHS)**</u>	<u>Head Start #IEP (% AFE)</u>	<u>Early Head Start #IFSP (% AFE)</u>
Twin Rivers USD (211)	7 (3 %)	N/A
Elk Grove USD (420)	56 (13%)	N/A
Sacramento City USD (1292)(147)	137 (10%)	16 (11%)
San Juan USD (693) (161)	76 (11%)	18 (11%)
WCIC (120)	12 (10%)	N/A
SETA (1974) (345)	145 (7%)	38 (11%)
County (4710)* (653)**	433 (9%)	72 (11%)

AFE = Annual Funded Enrollment

%AFE = Percentage of Annual Funded Enrollment

SOP ENROLLMENT REPORT FOR SCHOOL YEAR 2013-2014

Site	Loc Id	# Enrolled	# Present	# Absent	# Term W/I 30
Auberry Park	1238A	19	14	5	1
Auberry Park	1238B	18	16	2	2
Bannon Creek	1200A	19	15	4	1
Bannon Creek	1200B	20	14	6	0
Bannon Creek	1200C	20	18	2	0
Bright Beginnings	1201A	19	17	2	1
Bright Beginnings	1201B	18	13	5	1
Bright Beginnings	1201C	20	17	3	0
Bright Beginnings	1201D	20	16	4	1
Broadway	1246A	19	12	7	0
Broadway	1246R	22	21	1	0
Broadway	1246U	7	6	1	1
Broadway	1246X	23	18	5	1
Crossroad Gardens	1242A	20	14	6	0
Crossroad Gardens	1242R	22	19	3	0
Crossroad Gardens	1242U	8	7	1	0
Crossroad Gardens	1242X	22	20	2	0
Elkhorn	1255A	20	17	3	0
Elkhorn	1255B	20	14	6	0
Elkhorn	1255C	19	16	3	0
Elkhorn	1255D	18	17	1	2
Elkhorn	1255M	8	7	1	0
Elkhorn	1255U	8	6	2	1
Elkhorn	1255X	21	16	5	2
Freedom Park	1239A	18	10	8	1
Freedom Park	1239B	20	17	3	0
Freedom Park	1239C	20	16	4	0
Freedom Park	1239D	20	17	3	0
Freedom Park	1239R	21	16	5	2
Freedom Park	1239X	22	19	3	0
Fruitridge	1216A	20	19	1	0
Fruitridge	1216B	20	14	6	0
Fruitridge	1216C	18	17	1	2
Fruitridge	1216D	19	17	2	2
Galt	1234A	20	15	5	0
Galt	1234B	20	17	3	0
Galt	1234C	20	20	0	0
Galt	1234D	19	13	6	1
Galt	1234E	20	16	4	0
Galt	1234F	18	12	6	1
Grizzly Hollow	1252A	20	9	11	0

Site	Loc Id	# Enrolled	# Present	# Absent	# Term W/ 30
Grizzly Hollow	1252B	20	10	10	1
Hillsdale	1228A	18	8	10	2
Hillsdale	1228B	19	11	8	1
Hillsdale	1228C	19	12	7	1
Hillsdale	1228D	19	16	3	1
Hillsdale	1228R	22	13	9	1
Hillsdale	1228X	22	15	7	1
Hopkins Park	1253A	20	17	3	0
Hopkins Park	1253B	20	13	7	0
Hopkins Park	1253C	20	20	0	1
Hopkins Park	1253D	20	10	10	0
Illa Collin	1221A	18	15	3	0
Illa Collin	1221B	19	14	5	0
Job Corp	1237M	8	4	4	0
Job Corp	1237U	6	3	3	3
Job Corp	1237X	22	9	13	0
Kennedy Estates	1240A	18	9	9	2
Kennedy Estates	1240B	20	19	1	1
La Verne Sterwart	1219A	18	9	9	1
La Verne Sterwart	1219B	18	15	3	0
Mather	1223A	19	13	6	0
Mather	1223B	19	10	9	2
Mather	1223C	18	16	2	1
Mather	1223D	18	9	9	3
Mather	1223U	7	3	4	1
Mather	1223X	21	15	6	0
Nedra Court	1244A	20	5	15	0
Nedra Court	1244B	20	6	14	0
Nedra Court	1244C	20	2	18	0
New Helvetia 1	1212M	8	5	3	2
New Helvetia 1	1212U	8	5	3	1
New Helvetia 2	1247A	20	16	4	1
New Helvetia 2	1247B	16	12	4	4
Norma Johnson	1214A	19	15	4	1
Norma Johnson	1214B	18	7	11	1
Norma Johnson	1214U	8	4	4	1
Norma Johnson	1214X	22	18	4	0
North Avenue	1256A	20	15	5	0
North Avenue	1256B	20	15	5	0
North Avenue	1256C	17	17	0	1
North Avenue	1256D	18	13	5	1
North Avenue	1256X	16	14	2	0
Northview	1224A	19	10	9	1
Northview	1224B	20	12	8	0

Site	Loc Id	# Enrolled	# Present	# Absent	# Term W/I 30
Northview	1224C	20	16	4	0
Northview	1224D	16	11	5	2
Northview	1224U	7	6	1	2
Northview	1224X	22	18	4	0
Parker	1207E	14	13	1	2
Phoenix Park	1248A	20	18	2	0
Phoenix Park	1248B	19	12	7	2
Phoenix Park	1248U	7	6	1	1
Phoenix Park	1248X	22	19	3	0
Sharon Neese	1249M	8	6	2	2
Sharon Neese	1249R	22	19	3	0
Sharon Neese	1249U	8	7	1	1
Sharon Neese	1249X	22	17	5	0
Solid Foundation	1254A	20	15	5	0
Solid Foundation	1254B	20	16	4	0
Solid Foundation	1254C	18	15	3	2
Solid Foundation	1254D	20	17	3	0
Strizek Park	1225A	20	18	2	1
Strizek Park	1225B	18	15	3	2
Vineland	1211A	19	16	3	0
Vineland	1211B	20	16	4	0
Walnut Grove	1235A	20	18	2	0
HS TOTALS	1904				
Routings	10				
Drops w/in 30	61				
TOTAL	1976				
EHS Totals	324				
Routings	5				
Drops w/in 30	16				
TOTAL	345				
GRAND TOTA:	2321				

Monthly Program Enrollment Report for School Year 2013 to 2014

Period: December 2013

Part Day Classes						
Center Name	Funded Enrollment	Total Days	Present Only		Present/Excused	
			ADA	% ADA	ADA	%ADA
Auberry Park	40	12	30	75%	39	98%
Bannon Creek	60	14	50	83%	58	97%
Bright Beginnings	80	12	56	70%	73	91%
Broadway	20	14	15	75%	18	90%
Crossroad Gardens	20	14	15	75%	20	100%
Elkhorn	80	14	65	81%	76	95%
Freedom Park	80	14	65	81%	74	93%
Fruitridge	80	14	66	83%	75	94%
Galt	120	14	88	73%	111	93%
Grizzly Hollow	40	2	21	53%	40	100%
Hillsdale	80	14	60	75%	72	90%
Hopkins Park	80	13	63	79%	79	99%
Illa Collin	40	12	22	55%	33	83%
Kennedy Estates	40	12	26	65%	37	93%
La Verne Sterwart	40	14	29	73%	34	85%
Mather	80	14	55	69%	73	91%
Nedra Court	60	14	45	75%	60	100%
New Helvetia 2	40	12	26	65%	35	88%
Norma Johnson	40	15	29	73%	36	90%
North Avenue	80	14	59	74%	72	90%
Northview	80	14	56	70%	72	90%
Parker	16	12	11	69%	14	88%
Phoenix Park	40	14	30	75%	38	95%
Solid Foundation	80	14	67	84%	77	96%
Strizek Park	40	14	28	70%	37	93%
Vineland	40	12	34	85%	39	98%
Walnut Grove	20	12	16	80%	20	100%

Monthly Program Enrollment Report for School Year 2013 to 2014

Period: December 2013

Full Day Classes						
Center Name	Funded Enrollment	Total Days	Present Only		Present/Excused	
			ADA	% ADA	ADA	%ADA
Broadway	44	15	36	82%	44	100%
Crossroad Gardens	44	15	37	84%	44	100%
Elkhorn	22	15	18	82%	21	95%
Freedom Park	44	15	35	80%	41	93%
Hillsdale	44	15	34	77%	42	95%
Job Corp	22	15	14	64%	21	95%
Mather	22	15	18	82%	21	95%
Norma Johnson	22	15	19	86%	22	100%
North Avenue	22	15	14	64%	15	68%
Northview	22	14	16	73%	20	91%
Phoenix Park	22	15	17	77%	21	95%
Sharon Neese	44	15	36	82%	43	98%

Monthly Program Enrollment Report for School Year 2013 to 2014

Period: December 2013

Early Head Start Classes						
Center Name	Funded Enrollment	Total Days	Present Only		Present/Excused	
			ADA	% ADA	ADA	%ADA
Broadway	8	15	6	75%	7	88%
Crossroad Gardens	8	15	7	88%	8	100%
Elkhorn	16	15	14	88%	16	100%
Job Corp	16	15	10	63%	15	94%
Mather	8	15	4	50%	7	88%
New Helvetia 1	16	15	13	81%	16	100%
Norma Johnson	8	15	6	75%	8	100%
Northview	8	14	5	63%	7	88%
Phoenix Park	8	15	6	75%	7	88%
Sharon Neese	16	15	12	75%	16	100%

ITEM VII – CENTER UPDATES

BACKGROUND:

This agenda item allows Parent Advisory Committee Representatives the opportunity to discuss events going on at their center.

NOTES:

ITEM VIII- DISCUSSION

BACKGROUND:

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

NOTES:

ITEM IX – PUBLIC PARTICIPATION

BACKGROUND:

Participation of the general public at the SETA-Operated Program Parent Advisory Committee meeting is encouraged. Members of the audience are asked to address their request to the Chair if they wish to speak.

NOTES: