

GOVERNING BOARD

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County of Sacramento

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THOUGHT OF THE DAY: "Be the change that you wish to see in the world."

Author: Mahatma Gandhi

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

DATE: Tuesday, August 19, 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.

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DISTRIBUTION DATE: WEDNESDAY, AUGUST 13, 2014

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

ITEM I - A – ROLL CALL

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

- ___ Vacant, Alder Grove I Head Start
- ___ **Lenda Wheeler, Alder Grove II Head Start**
- ___ Vacant, Auberry Park Head Start
- ___ **Claudia Vazquez, Bannon Creek Head Start**
- ___ Vacant, Crossroad Gardens Head Start
- ___ Vacant, Early Head Start (Home Base)
- ___ Vacant, Elkhorn Head Start
- ___ Vacant, Freedom Park Head Start
- ___ Vacant, Fruitridge Head Start
- ___ Vacant, Galt Head Start
- ___ Vacant, Grizzly Hollow
- ___ **Linda Aviluz, Hillsdale Head Start**
- ___ **Colleen Fietzek, Home Based Head Start**
- ___ Vacant, Home Base
- ___ **Annette Pettis, Hopkins Park Head Start**
- ___ Vacant, Illa Collin Head Start
- ___ Vacant, Job Corps Head Start
- ___ **Joyce Turner, Kennedy Estates Head Start**
- ___ Vacant, LaVerne Stewart Head Start
- ___ Vacant, (Marie Cleveland's) Bright Beginning Head Start
- ___ Vacant, Marina Vista Early Learning Center
- ___ **Jasmine Jamison, Mather Head Start**
- ___ **Alacya Harris, Nedra Court Head Start**
- ___ **Sabrina Rasmussen, Norma Johnson Head Start**
- ___ Vacant, North Avenue Head Start
- ___ Vacant, Northview Head Start
- ___ **Kenneth Tate, Parker Head Start**
- ___ Vacant, Phoenix Park Head Start
- ___ Vacant, Sharon Neese Early Learning Center
- ___ Vacant, Solid Foundation Head Start
- ___ **Todd Woods, Strizek Park Head Start**
- ___ Vacant, Vineland Head Start
- ___ **Debra Baro, Walnut Grove Head Start**
- ___ Vacant, Foster Parent Representative
- ___ Vacant, Grandparent Representative
- ___ **Kenny Williams, 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

___ Vacant, Alder Grove I Head Start
___ Vacant, Crossroad Gardens Head Start
___ Vacant, Fruitridge Head Start
___ Vacant, Grizzly Hollow Head Start
___ Vacant, Galt Head Start
___ Vacant, Early Head Start Home Base Head Start
___ Vacant, Illa Collin Head Start
___ Vacant, Job Corps Head Start
___ Vacant, LaVerne Stewart Head Start
___ Vacant, Marie Cleveland's Bright Beginnings Head Start

___ Vacant, Marina Vista Early Learning Center
___ Vacant, North Avenue Head Start
___ Vacant, Northview Head Start
___ Vacant, Phoenix Park Head Start
___ Vacant, Sharon Neese Early Learning Center
___ Vacant, Solid Foundation Head Start
___ Vacant, Foster Parent Rep
___ Vacant, Home Base Head Start Representative
___ 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 **	3/18	4/22 *	5/20	6/17	7/29 *	8/19			
Vacant Seated	AG I														
Lenda Wheeler Seated 11/19	AG II	X	X		PAC		X	X	X	X	X				
Vacant Seated	AP														
Claudia Vazquez Seated 4/22	BC							X	X	E	E				
Vacant Seated	CR														
Vacant Seated	EHS/HB														
Vacant Seated	EHS/HB														
Vacant Seated	EL														
Vacant Seated	FP														
Vacant Seated	FT														
Vacant Seated	G														
Vacant Seated	GH														
Linda Aviluz Seated 4/22	H							X	X	U	X				
Vacant Seated	HB														
Colleen Fietzek Seated 3/18	HB						X	X	X	X	X				
Vacant Seated	IC														
Annette Pettis Seated 12/17	HP		X		X		X	X	X	E	U				
Vacant Seated	JC														
Joyce Turner Seated 5/20	K								X	X	X				
Vacant Seated	LVS														
Vacant Seated	MCBB														
Vacant Seated	MV														
Jasmine Jamison Seated 12/17	M		X		X		X	X	X	X	X				
Vacant Seated	NA														
Alacya Harris s/b/s 11/19; seated 12/17	NC	U	X		X		X	X	X	X	U				
Sabrina Rasmussen s/b/s 3/18; seated 4/22	NJ						E	X	U	X	X				
Vacant Seated	NV														
Kenneth Tate Seated 11/19	PA	X	X		PC		X	X	X	X	X				
Vacant Seated	PP														
Vacant Seated	SF														
Vacant Seated	SN														

COMMITTEE MEMBER	CENTER	11/20	12/17		1/21	2/18 **	3/18	4/22 *	5/20	6/17	7/29 *	8/19			
Todd Woods Seated 5/20	SP								X	X	X				
Vacant Seated	V														
Debra Baro Seated 11/19	WG	X	X		X		X	AP	E	U	AP				
Vacant	FPR														
Seated	GPR														
Kenny Williams Seated 6/17	MAACC										X				
LaTasha Windham Seated 11/19	OGC	X	X		PAC		U	X	X	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

AG I	Alder Grove Early Learning Ctr.	K:	Kennedy Estates
AG II:	Alder Grove Infant/Toddler	LVS:	LaVerne Stewart
AP:	Auberry Park	MV	Marina Vista Early Learning Center
BC:	Bannon Creek	M:	Mather
BB:	Bright Beginnings	MCBB	Marie Cleveland's Bright Beginnings
CR:	Crossroad Gardens	NJ:	Norma Johnson
EHS:	Early Head Start	NA:	North Avenue
EL:	Elkhorn	NC:	Nedra Court
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
PC:	PAC Board Business
R:	Resigned
S/B:	Should be, or should have been (seated)
CD:	Child Dropped.

ITEM II-A – CONSENT

APPROVAL OF MINUTES OF THE JULY 29, 2014 PAC MEETING

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review and approve the minutes of the July 29, 2014 PAC meeting.

RECOMMENDATION:

Approve the minutes of the July 29, 2014 PAC meeting.

NOTES:

ACTION: Moved: _____ Second: _____

VOTE: Aye _____ Nay: _____ Abstain: _____

SPECIAL MEETING OF THE HEAD START POLICY COUNCIL
SPECIAL MEETING OF THE HEAD START PARENT ADVISORY COMMITTEE

(Minutes reflect the actual progress of the meeting.)

SETA Board Room
925 Del Paso Blvd., Suite 100
Sacramento, CA 95815

Tuesday, July 29, 2014
9:00 a.m.

I. Call to Order/Roll Call/Review of Board Member Attendance

Ms. Lynda Williams called the meeting to order at 9:06 a.m.; the pledge of allegiance was recited. Mr. Steven Wormley called the roll.

Members Present:

Toni Espinoza, Elk Grove Unified School District (arrived at 9:20 a.m.)
Jill Julian, Sacramento City Unified School District
Lynda Williams, San Juan Unified School District
Steven Wormley, Sacramento City Unified School District
Linda Litka, San Juan Unified School District
Kristyn Ingram, Twin Rivers Unified School District
Richina Siackasorn, WCIC/Playmate Child Development Center
Lenda Wheeler, SETA-Operated Program
Kenneth Tate, SETA-Operated Program
Colleen Fietzek, Home Base Representative
Annette Duran, Past Parent Representative
Kenny Williams, Men's Activities Affecting Children Committee
Genevieve Levy, Sacramento Food Bank & Family Services
Jenna Kline, Community Representative, KVIE Public Television
LaTasha Windham, SETA-Operated Program (arrived and was seated at 10:40 a.m.)

Members Absent:

Benjamin Bailey, Sacramento City Unified School District (unexcused)

New Member to be Seated:

Kenny Williams, MAACC Representative, was seated.

II. Consent Item

A. Approval of the Minutes of the June 24, 2014 Regular Meeting

Minutes were reviewed; no questions or corrections.

Moved/Julian, second/Fietzek, to approve the June 24, 2014 minutes.
Show of hands vote:

Aye: 12 (Duran, Fietzek, Ingram, Julian, Kline, Levy, Litka, Siackasorn, Tate, Wheeler, K. Williams, Wormley)
Nay: 0
Abstention: 1 (L. Williams)

III. **Action Items**

A. **CLOSED SESSION PERSONNEL- PURSUANT TO GOVERNMENT CODE SECTION 54957**

The board went into closed session at 9:15 a.m. Ms. Williams called the meeting back to order at 9:26 a.m. and reported that the Policy Council approved the eligible list for: 1) Head Start Coordinator (Education)(Supervisory); and, 2) Children and Family Services Program Specialist.

Ms. Toni Espinoza arrived at 9:20 a.m.

B. **TIMED ITEM: 9:00 A.M. AND PUBLIC HEARING:** Ratification of Revisions to the Salary Schedule for Head Start Parent Intern and Head Start Substitute Teacher Assistant

Ms. Williams opened a public hearing.

Ms. Denise Lee stated that this item is a result of the increase in the minimum wage. It is expected that the minimum wage will increase again in January, 2016. This is retroactive approval; the Governing Board will take action on this item at their August 7 meeting.

Moved/Wormley, second/Julian, to close the public hearing and approve the new pay ranges for the Head Start Parent Intern and Head Start Substitute Teacher Assistant.

Show of hands vote:

Aye: 13 (Duran, Espinoza, Fietzek, Ingram, Julian, Kline, Levy, Litka, Siackasorn, Tate, Wheeler, K. Williams, Wormley)

Nay: 0

Abstention: 1 (L. Williams)

IV. **Information Items**

A. Standing Information Items

- PC/PAC Calendar of Events – Ms. Williams stated that the MAACC meeting has been changed to 12:30 p.m. instead of 1 p.m. Ms. Williams reviewed the calendar of events.
- Parent/Family Support Unit Events and Activities: Ms. Genevieve Levy was congratulated on her recent marriage.

Ms. Jasmine Jamison called the Parent Advisory Committee meeting to order at 9:45 a.m. and read the thought of the day. The roll was called.

Members Present:

Jasmine Jamison
Kenneth Tate
Colleen Fietzek
Linda Aviluz
Joyce Turner
Todd Woods
Sabrina Rasmussen
Lenda Wheeler
Kenneth Williams
Yared Espiritu (alternate)
LaTasha Windham (arrived at 10:40 a.m.)

Members Absent:

Debra Baro (alternate present)
Annette Pettis (unexcused)
Claudia Vazquez (excused)
Alacya Harris (unexcused)

II. Approval of the minutes of the June 17, 2014 PAC meeting

Minutes were reviewed; no questions or corrections.

Moved/Tate, second/Wheeler, to approve the June 17, 2014 meeting.

Show of hands vote:

Aye: 8 (Aviluz, Fietzek, Rasmussen, Tate, Turner, Wheeler, Williams, Woods)

Nay: 0

Abstentions: 1 (Jamison)

C. Approval of the Submission of the Early Head Start-Child Care Partnership and EHS Expansion Application to the Office of Head Start

Ms. Lee stated that this grant puts priority on programs that provide comprehensive services to children in child care in a home or child care facility; not necessarily one that would receive services in Head Start. The grant would provide an additional 108 slots for EHS and includes 2.5% of Training/Technical Assistance funds to the new teachers coming on board to raise their educational level. This project will be headed up by Brenda Campos. The grant is for five years.

Ms. Williams asked how were the partners chosen and Ms. Lee replied that the Agency already works with these partners; they were not brought in by competitive procurement. If other providers come up later and current providers cannot serve, there will then be an opportunity for other providers to come forward. The providers will be monitored regularly; staff will be working with them to educate them on Head Start requirements.

Mr. Tate asked how many slots will each get and Ms. Lee replied that the slots will go according to the providers' capacity to serve the number of children. These are providers that serve children as young as eight weeks old; the

targeted age group is 0-3 years. This is year-round, full day services. The Head Start curriculum will be blended in with what current providers offer.

Ms. Lee stated that the regulations do not fit perfectly but there is an expectation that the families will be included in the program and continue with their subsidized child care services. The grant is due August 20 and will be read competitively. It is anticipated that the awards letters will be sent out by November with a start date expected by the end of January, beginning of February, 2015.

Policy Council:

Moved/Wheeler, second/Espinoza, to approve the submission for the Early Head start – Child Care Partnership and the EHS Expansion application to the Office of Head Start in the amount of \$1,664,460, including Basic, Training/Technical Assistance and one-time start-up funds, to expand services to 108 infant/toddlers in Sacramento County.

Show of hands vote:

Aye: 13 (Duran, Espinoza, Fietzek, Ingram, Julian, Kline, Levy, Litka, Siackasorn, Tate, Wheeler, K. Williams, Wormley)

Nay: 0

Abstention: 1 (L. Williams)

Parent Advisory Committee:

Moved/Woods, second/Rasmussen, to approve the submission of the Early Head Start – Child Care Partnership and the EHS Expansion application to the Office of Head Start in the amount of \$1,664,460, including Basic, Training/Technical Assistance and one-time start-up funds, to expand services to 108 infant/toddlers in Sacramento County.

Show of hands vote:

Aye: 8 (Aviluz, Fietzek, Rasmussen, Tate, Turner, Wheeler, Williams, Woods)

Nay: 0

Abstentions: 1 (Jamison)

IV. Information Items

A. Standing Information Items

Ms. Yared Espiritu, Alternate, Walnut Grove was seated at 10:54 a.m.

- Parent/Staff Recognition: Ms. Jamison read a letter from Shriner's Hospital thanking the PC and PAC for the gift bags.
- Fiscal Monthly Report/Corporate Card Monthly Statement of Account: Ms. D'et Patterson reported that we are very close to the end of the program year and the budget is expended by 92.8% which is to be expected this time of year. The non-federal share is at 27.6% which is great; Ms. Patterson thanked all board

members for their participation. The e-rate reimbursement is expected to be sent in shortly.

- Child Care Center Food Menu (PAC): No questions.
- B. Governing Board Minutes of June 5, 2014: No questions.
- C. Fiscal Monitoring Report (PC): No questions.

V. Committee Reports

- A. Executive Director: Ms. Kathy Kossick reported that SETA's Public Information Officer, Ms. Terri Carpenter, was promoted to Workforce Development Manager. The Agency will be evaluating to see what will be done with the PIO duties. Ms. Carpenter will still be available by phone for questions.

Last Tuesday, the president signed a bill for a workforce investment act. The Senate and House of Representatives came up with the Workforce Innovation And Opportunity Act. Some of the major changes for us will be a smaller WIB, and more of a focus on out-of-school youth. Fifteen non-active federal programs were 'cleaned up' and federal programs will now be measured by the same performance standards.

Ms. Kossick thanked staff that played a huge role in the very successful federal review.

- B. Executive Committee: Ms. Jamison reviewed the Executive Committee critique for the PAC and Ms. Williams reviewed the Executive Committee critique for the PC.
- C. Budget/Planning Committee (PC and PAC): The bylaws meeting took place yesterday and July 22. Committee members reviewed issues that needed attention. The bylaws will be presented for a first reading at the September meeting.
- D. Social/Hospitality Committee (PC and PAC): Ms. Jamison reviewed the most recent meeting where committee members are starting to work on the end-of-year event. Board members were asked to look for a possible venue, and that the cost is hoped to be around \$25.00 per person including tax with 40-45 people. Ms. Jamison went over criteria for end-of-year certificates. Ms. Richina Siackasorn will be the keynote speaker as well as Ms. Lynda and Kenny Williams.
- E. Parent Ambassador Committee (PC and PAC): Ms. Williams reviewed the most recent meeting and thanked Ms. Lee for attending. The parent internship will be more in depth. Discussed the \$2.00 per child campaign and options available. Pictures were taken for enrollment and recruitment flyer for next year.

- F. Men's Activities Affecting Children Committee (MAACC) (PC and PAC): Mr. Kenny Williams reported that there will be a MAACC event on September 17, 5-8 p.m. at McKinley Park. More information will be sent next month. The next MAACC meeting will be August 22, 12:30 p.m. in the Olympus Room.
- G. Maternal, Child and Adolescent Health Advisory Board (PC): Ms. Williams stated that the next meeting is in September; she will bring information back.
- H. Sacramento Medi-Cal Dental Advisory Committee (PC): Ms. Lenda Wheeler talked about the urgent need for childrens' dental care. The next meeting will be July 30 at Western Dental.
- I. Community Agency Reports (PC): Ms. Jenna Kline had no report. Ms. Genevieve Levy reported that the Sacramento Food Bank and Family Services is offering a summer camp for kids 13-18 of age. The camp will be from August 4-14, 2:30 – 4:30 p.m. Ms. Levy brought flyers. If anyone is interested in learning of resources, she oversees several listserves. Network Café will be held at their Oak Park facility which is an opportunity to meet with parents and community members.

VI. Other Reports

- A. **Head Start Deputy Director's Report**: Ms. Lee reported that staff received the final report on the federal review. It was a good review; reviewers looked at 93 different indicators with hundreds of Performance Standards.

Ms. Windham arrived at 10:40 a.m.

Ms. Lee reviewed the two strengths outlined by the reviewers, although neither landed in the final report. Other strong areas included governance: human resources, fiscal, program services, and program design and management. There are three findings: two in fiscal and one in health and safety. All non-compliance items must be cleared by November 6. There was also one noted concern (not considered a finding) regarding timelines for health screenings.

The health and safety finding is of a more serious nature. During the last classroom observation and during the transition from outside to inside, one child was left outside for a very short period of time. This is considered a health and safety issue. The agency already has several mechanisms in place to ensure the safety of all children, including detailed policies/procedures, a children's safety curriculum, and on-going staff training. These systems will be enhanced to include unannounced visits to each center throughout the year, retraining of staff every six months, and enhanced center/classroom safety procedures. Detailed plans will be shared with the Regional Office on August 26-28.

The regional office sends out support staff to review policies and procedures to address issues. Based on their feedback, staff will provide reports to OHS. There can be no more incidences from now forward.

Ms. Wheeler asked about utilizing SRA (school readiness aides) and Ms. Lee replied that every volunteer and parent help to lower the adult/child ratio. The SRA can always act as extra hands, but are not responsible for supervision of children. Staff is discussing an option of expanding the duties of SRAs to include safety monitoring to sweep the playgrounds. Ms. Lisa Carr is heading up a committee to see if this enhanced capacity will be viable.

Mr. Tate stated that maybe this will keep us on our toes; it is important for parents to be more involved with dropping off/picking up their children.

Ms. Lee asked parents to ask their children to be more attentive to the teaching staff; it is crucial to engage the children in conversations and make sure the child knows not to leave the classroom without a staff member or adult. SETA/Head Start serves 5,000 children county-wide and it is very important that the children are safe and parents engaged with teaching staff.

Ms. Espinoza stated that college teaching students need to have so many hands-on hours and working in the Head Start classrooms may be a way to get their hours and we get the staff. Ms. Lee replied that the Agency does tap into volunteers and mostly use them as substitute teachers. Those working in the classroom must be TB tested and fingerprinted.

Ms. Lee stated that the in-kind third party will be amended for two years. Staff needs to evaluate the landlord issue with WCIC.

Ms. Lee stated that the Agency also had a state and child care food program review. SETA has been asked to cease use of the electronic sign in system until further evaluation by CDE. A request was submitted in May; if not approved, the system must be stopped by September 1 and replaced with pen/paper sign-in/out system. If the electronic system is not approved by September 1, staff will utilize a dual system, i.e., pen/pencil sign in sheets and electronic systems sign in system. There is a need to do both until the final approval is received. The child care food program, ACF and licensing have no concerns with the system.

Ms. Levy was excused at 11:25 a.m.

- B. Open Discussion and Comments: None.
 - C. Public Participation: Ms. Desha asked to see members of the Social/Hospitality Committee after the meeting.
- VII. Adjournment:** The meeting was adjourned at 11:25 a.m.

ITEM IV- A – INFORMATION

STANDING INFORMATION

BACKGROUND:

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

- A. Standing Information Items
 - PC/PAC Calendar of Events – Ms. Jasmine Jamison
 - Parent/Family Support Unit Events and Activities
 - 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
 - Child Care Center Food Menu (attached)

NOTES:

September

2014

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
	<p>1</p> <p>Holiday</p> <p>Labor Day</p>	<p>2</p>	<p>3</p> <p>1:00 p.m. Social/Hospitality Committee Olympus Room</p>	<p>4</p>	<p>5</p>	<p>6</p>
<p>7</p>	<p>8</p> <p>9:30 a.m. Personnel/Bylaws Committee Meeting Olympus Room</p>	<p>9</p> <p>1:00 p.m. Budget/Planning Committee Meeting Oak Room</p>	<p>10</p>	<p>11</p>	<p>12</p>	<p>13</p>
<p>14</p>	<p>15</p>	<p>16</p> <p>9:00 a.m. PAC Meeting SETA Board Room</p>	<p>17</p>	<p>18</p> <p>9:00 a.m. PAC Executive Committee Meeting Olympus Room</p>	<p>19</p> <p>1:00 p.m. Parent Ambassador Olympus Room</p>	<p>20</p>
<p>21</p>	<p>22</p>	<p>23</p> <p>9:00 a.m. PC Meeting SETA Board Room</p>	<p>24</p>	<p>25</p> <p>9:00 a.m. PC Executive Committee Meeting Olympus Room</p>	<p>26</p> <p>12:30 p.m. MAACC Meeting Olympus Room</p>	<p>27</p>
<p>28</p>	<p>29</p>	<p>30</p>				

PC/PAC CALENDAR OF EVENTS

<u>EVENT</u>	<u>DATE</u>
PC/PAC Men's Activities Affecting Children Committee	Friday, August 22, 2014 12:30 p.m. Olympus Room
PC/PAC Social/Hospitality Committee	Wednesday, September 3, 2014 1:00 p.m. Olympus Room
PC/PAC Personnel/Bylaws Committee	Monday, September 8, 2014 9:30 a.m. Olympus Room
PC/PAC Budget/Planning Committee	Tuesday, September 9, 2014 1:00 p.m. Oak Room
End-of-Year Parent Appreciation Celebration	Saturday, October 11 6:00 – 9:00 p.m. Shriner's Hospitals for Children 2425 Stockton Blvd., Sacramento RSVP by Thursday, September 18, 2014. (flyer attached)

PARENT/FAMILY SUPPORT UNIT EVENTS AND ACTIVITIES

EVENT

DATE

PC/PAC Men's Activities Affecting Children Committee	Friday, August 22, 2014 12:30 p.m. Olympus Room



The Head Start/Early Head Start

Policy Council and Parent Advisory Committee

Cordially invite you to attend the 2013-2014
SETA Head Start Annual End-of-the-Year Parent Appreciation
“Bringing Head Start/Early Head Start Home”

Shriner’s Hospitals for Children, - 2425 Stockton Blvd, Sacramento, CA
Saturday, October 11, 2014, 6:00 p.m. – 9:00 p.m.

Attire: Semi-Formal

Dinner Entrée Selections:

Fettuccine with Grilled Chicken & Seasonal Fresh Vegetables

Grilled chicken with fresh sautéed vegetables tossed with a light parmesan cheese sauce served on fettuccine pasta.

- Or -

Grilled Salmon with Lemon & Dill

Salmon seasoned with lemon and dill, grilled and served with fresh seasonal vegetables and rice pilaf.

- Or -

Fettuccine & Seasonal Fresh Vegetables (vegetarian)

Fresh sautéed vegetables tossed with a light parmesan cheese sauce served on fettuccine pasta.

House Salad, Rolls and Butter

DESSERT: Cheesecake or Lemon Meringue Pie

BEVERAGES: Assorted sodas, bottled water, and coffee

Keynote Speakers: Ms. Richina Siackasorn, Mr. Kenny & Mrs. Lynda Williams

Guests (two per invitee) are responsible for their dinner fee
(Non-refundable, advance payment required) – Cash or money order only.
Dinner cost includes beverage, dessert, and tax

Fettuccine & Seasonal Fresh Vegetables (\$19.00)

Fettuccine with Grilled Chicken & Seasonal Fresh Vegetables (\$21.00)

Grilled Salmon with Lemon & Dill (\$24.00)




Guest dinner fees are due by Thursday, September 18, 2014, 12:00 noon (no exceptions)




RSVP by Thursday, September 18, 2014

Call Alma Hawkins at 263-0540

August 2014

*We Serve 1% Lowfat Milk

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 2					1 Breakfast: Dreamy Orange Muffin Loaf, Apple, Milk Lunch: Sliced Turkey on Whole Wheat Croissant, Sliced Cucumbers, Kiwi, Milk Snack: American Cheese Quesadilla
Week 3	4 Breakfast: Kashi Berry Blossoms Cereal, Orange, Milk Lunch: Macaroni & Cheese, Green Peas, Cantaloupe, Milk Snack: Sound Bites Crackers, Milk	5 Breakfast: Waffle Sticks, Banana, Milk Lunch: Beef Ravioli, Mini Whole Grain Bun, Spinach Salad, Orange, Milk Snack: Apple Slices, Sun Butter	6 Breakfast: Whole Wheat Biscuit, Diced Peaches, Milk Lunch: Chicken Fajitas, Whole Kernel Corn, Kiwi, Milk Snack: Raspberry Yogurt Fruit Cup	7 Breakfast: Whole Wheat Bagel, Banana, Milk Lunch: Sliced Turkey on Whole Wheat Bread, Baby Carrots, Tangerine or Strawberries, Milk Sanck: Cottage Cheese, Pineapple Tidbits	8 Breakfast: Banana Muffin Loaf, Orange, Milk Lunch: Swiss-American Cheese on Whole Wheat Bread, Zucchini Sticks, Canned Apricots, Milk Snack: Kiwi, Strawberry Waffle Crackers
Week 4	11 Breakfast: Scooby-Do! Cereal, Cantaloupe, Milk Lunch: Beef Hamburger, Whole Wheat Bun, Whole Kernel Corn, Kiwi, Milk Snack: Cheese-It Crackers, Canned Apricots	12 Breakfast: Whole Wheat Bagel, Orange, Milk Lunch: Teriyaki Chicken, Brown Rice, Sunomono Salad, Apple, Milk Snack: Whole Grain Cheerios Cereal, Milk	13 Breakfast: Oatmeal Cereal, Banana, Milk Lunch: Cheese Enchilada and Sauce, Green Salad, Orange, Milk Snack: Nutri Grain Bar, Diced Peaches	14 Breakfast: French Toast Sticks, Canned Apricots, Milk Lunch: Turkey and Cheese Rollup in a Whole Wheat Tortilla, Cole Slaw Salad, Mango, Milk Snack: Strawberry Yogurt, Banana	15 Breakfast: Blueberry Muffin Loaf, Apple, Milk Lunch: Tuna Salad, Wheat Thins Crackers, Baby Carrots, Cantaloupe, Milk Snack: Tropical Treats Crackers, Milk
Week 1	18 Breakfast: Pancakes, Diced Pear, Milk Lunch: Lemon Pepper Chicken, Chicken Broth, Peas & Carrots, Brown Rice, Orange, Milk Snack: Cottage Cheese, Cheese-It Crackers	19 Breakfast: Whole Grain Cheerios Cereal, Cantaloupe, Milk Lunch: Sliced American Cheese, Whole Wheat Bread, Potato Salad, Watermelon or Apple, Milk Snack: Lemon Dinosaur Crackers, Diced Mango	20 Breakfast: Whole Wheat Biscuit, Diced Peaches, Milk Lunch: Build a Burrito: Beans, Tortilla, Cheese, Lettuce, Tomato, Tangerine or Strawberries, Milk Snack: Sunrise Bites Crackers, Banana	21 Breakfast: Whole Wheat Bagel, Pineapple Tidbits, Milk Lunch: Spanish Rice with Chicken, Whole Kernel Corn, Kiwi, Milk Snack: Apple Slices, Sun Butter	22 Breakfast: Blueberry Muffin Loaf, Banana, Milk Lunch: Turkey Ham, Whole Wheat Bread, Baby Carrots, Cantaloupe, Milk Snack: Whole Wheat Tortilla, Bean Dip
Week 2	25 Breakfast: Multi Grain Flakes Cereal, Apple, Milk Lunch: Beef BBQ Burger, Whole Wheat Bun, Mixed Vegetables, Cantaloupe, Milk Snack: Strawberry Banana Yogurt, Orange	26 Breakfast: French Toast Sticks, Diced Pear, Milk Lunch: Chicken Drumstick, Corn Bread Muffin, Sweet Potatoes, Apple or Watermelon, Milk Snack: Scooby-Do! Cereal, Milk	27 Breakfast: Oatmeal Cereal, Raisins, Pineapple Tidbits, Milk Lunch: Chicken, Rice, Peas & Carrots, Strawberries or Tangerine, Milk Snack: Hummus, Vegetable Stick Melody	28 Breakfast: Crispix Cereal, Banana, Milk Lunch: Turkey Ham on Whole Wheat Bread, Baby Carrots, Orange, Milk Snack: Nutri Grain Bar, Milk	29 Breakfast: Dreamy Orange Muffin Loaf, Apple, Milk Lunch: Sliced Turkey on Whole Wheat Croissant, Sliced Cucumbers, Kiwi, Milk Snack: American Cheese Quesadilla

	lunes	martes	miércoles	jueves	viernes
Semana 2					
Semana 3	4 Desayuno: Cereal Kashi Berry Blossoms, Naranja, Leche. Comida: Macarrón con Queso, Ejotes, Melón, Leche. Bocadillo: Galletas Saladas Sound Bites, Leche.	5 Desayuno: Baritas de Waffle, Plátano, Leche. Comida: Ravioli de Res, Minipan de Grano Integral, Ensalada de Espinacas, Naranja, Leche. Bocadillo: Rebanadas de Manzana, Crema de Semillas de Girasol.	6 Desayuno: Bizcocho de Trigo Integral, Durazno Picado, Leche. Comida: Fajitas de Pollo, Granos de Elote, Kiwi, Leche. Bocadillo: Taza de Fruta de Frambuesa y Yogur.	7 Desayuno: Bagel de Trigo Integral, Plátano, Leche. Comida: Rebanada de Pavo, Pan de Trigo Integral, Zanahorias Tiernas, Tanjarina o Fresas, Leche. Bocadillo: Requesón, Piña Machacada.	8 Desayuno: Barra de Mollete con Plátano, Naranja, Leche. Comida: Queso Suizo, Pan de Trigo Integral, Baritas de Calabacita, Chabacano Enlatado, Leche. Bocadillo: Galletas de Waffle de Fresa, Kiwi.
Semana 4	11 Desayuno: Cereal Scooby-Do!, Melón, Leche. Comida: Hamburguesa de Res, Pan de Trigo Integral, Granos de Elote, Kiwi, Leche. Bocadillo: Galletas Saladas Cheese-It, Chabacano Enlatado.	12 Desayuno: Bagel de Trigo Integral, Naranja, Leche. Comida: Pollo Teriyaki, Arroz Integral, Ensalada Sunomono, Manzana, Leche. Bocadillo: Cereal Cheerios de Grano Integral, Leche.	13 Desayuno: Cereal de Avena, Plátano, Leche. Comida: Enchilada de Queso con Salsa, Ensalada Verde, Naranja, Leche. Bocadillo: Barra Nutri Grain, Durazno Picado.	14 Desayuno: Baritas de Pan Francés Tostado, Chabacano Enlatado, Leche. Comida: Tortilla de Trigo Integral, Rollo de Pavo y Queso, Ensalada de Col, Trozos de Mango, Leche. Bocadillo: Yogur de Fresa, Plátano.	15 Desayuno: Barra de Mollete con Arándanos Azules, Manzana, Leche. Comida: Ensalada de Atún, Galletas Saladas Wheat Thins, Zanahorias Tiernas, Melón, Leche. Bocadillo: Galletas Saladas Tropical Treats, Leche.
Semana 1	18 Desayuno: Jotqueis (Pancakes), Pera Picada, Leche. Comida: Pollo, Sopa de Pollo, Arroz Integral, Chicharos y Zanahorias, Naranja, Leche. Bocadillo: Requesón, Galletas Saladas Cheese-It.	19 Desayuno: Cereal Cheerios de Grano Integral, Melón, Leche. Comida: Queso Americano, Pan de Trigo Integral, Ensalada de Papa, Manzana o Sandía, Leche. Bocadillo: Galletas Saladas Lemon Dinosaur, Trozos de Mango.	20 Desayuno: Bizcocho de Trigo Integral, Durazno Picado, Leche. Comida: Tortilla de Trigo Integral, Frijoles, Queso, Lechuga, Jitomate, Tanjarina o Fresas, Leche. Bocadillo: Galletas Saladas Sunrise Bites, Plátano.	21 Desayuno: Bagel de Trigo Integral, Piña Machacada, Leche. Comida: Arroz Español con Pollo, Granos de Elote, Kiwi, Leche. Bocadillo: Rebanadas de Manzana, Crema de Semillas de Girasol.	22 Desayuno: Barra de Mollete con Arándanos Azules, Plátano, Leche. Comida: Jamón de Pavo en Pan de Trigo Integral, Zanahorias Tiernas, Melón, Leche. Bocadillo: Puré de Frijoles, Tortilla de Trigo Integral.
Semana 2	25 Desayuno: Ojuelas de Cereal Multigrano, Manzana, Leche. Comida: Hamburguesa de Res, Pan de Trigo Integral, Verduras Mixtas, Melón, Leche. Bocadillo: Naranja, Yogur de Fresa y Plátano.	26 Desayuno: Baritas de Pan Francés Tostado, Pera Picada, Leche. Comida: Pierna de Pollo, Mollete de Pan de Maíz, Camote, Manzana o Sandía, Leche. Bocadillo: Cereal Scooby-Do!, Leche.	27 Desayuno: Cereal de Avena, Piña Machacada, Pasas, Leche. Comida: Pollo, Arroz Integral, Fresas o Tanjarina, Leche. Bocadillo: Puré de Garbanzos, Baritas de Verduras.	28 Desayuno: Cereal Crispix, Plátano, Leche. Comida: Rebanada de Jamón de Pavo, Pan de Trigo Integral, Zanahorias Tiernas, Naranja, Leche. Bocadillo: Barra Nutri Grain, Leche.	29 Bocadillo: Quesadilla de Queso Americano. Comida: Rebanada de Pavo, Pan de Trigo Integral, Rebanadas de Pepino, Kiwi, Leche. Bocadillo: Quesadilla de Queso Americano.

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 July 17, 2014 meeting.

NOTES:

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

Minutes/Synopsis

(Minutes reflect the actual progression of the meeting.)

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

Thursday, July 17, 2014
10:00 a.m.

- I. Call to Order/Roll Call/Pledge of Allegiance:** Councilmember Allen Warren called the meeting to order at 10:07 a.m.

Members Present:

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

Member Absent:

Jay Schenirer, Councilmember, City of Sacramento

II. Consent Items

- A. Minutes of the June 5, 2014 Regular Board Meeting
- B. Approval of Claims and Warrants
- C. Approval to Fund the Community Link Capital Region 2-1-1 Sacramento Human Services Database
- D. Ratification of the Submission of the Regional Industry Cluster of Opportunity (RICO) Applications to the California Workforce Investment Board
- E. Appointment of Three Required Partner Members and One Economic Development Member to the Sacramento Works, Inc. Board
- F. Ratification of the Submission of the Workforce Accelerator Application to the California Workforce Investment Board
- G. Approval of Staff Recommendation for the Adult Vendor Services (VS) List
- H. Ratification of Participation in the California Employment Development Department's Application to the U.S. Department of Labor for Disability Employment Initiative Grant Funding and Authorize the Executive Director to Execute the Funding Agreement and any Modifications or Documents Required by the Funding Source
- I. Approval of Out-of-State Travel to Attend the AARP Foundation BACK TO WORK 50+ Grant Training Workshop

Ms. Kossick was pleased to announce that for Item II-F, SETA's application was one of 120 applications submitted and 18 funded for the Workforce Accelerator Application.

The consent items were reviewed; no questions or corrections.

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

- A. Approve the June 5, 2014 minutes
 - B. Approve the claims and warrants for the period 5/30/14 through 7/10/14.
 - C. Approve \$103,396 for Community Link to update and maintain the 2-1-1 Sacramento Human Services Database for a three-year period. The funding would be administered through a County of Sacramento Master Contract.
 - D. Ratify the submission of the RICO grant applications requesting \$400,000 to the California Workforce Investment Board and authorize the executive Director to accept the funds, negotiate the agreements, execute the contracts and make any necessary modification to the agreements.
 - E. Appoint Dr. Jenni Murphy, Ms. Joycelynn Brown, and Ms. Ann Edwards to the vacant Required Partner seats, and Dr. William Karns to the vacant Economic Development seat on the Sacramento Works, Inc. Board of Directors.
 - F. Ratify the submission of the Workforce Accelerator grant application requesting \$150,000 to the California Workforce Investment Board and authorize the Executive Director to accept the funds, negotiate the agreement, execute the contract and make any necessary modification to the agreement.
 - G. Approve the addition of On My Own Community Services to the Adult VS list.
 - H. Ratify the submission of SETA's proposal in the amount of \$600,000 to the EDD for inclusion in its application to the DOL for the new Disability Employment Initiative Grant opportunity, and authorize SETA's Executive Director to execute the funding agreement, modifications and any other documents required by the funding source.
 - I. Approve out-of-state travel to the AARP Foundation BACK TO WORK 50+ Training Workshop in Washington D.C. at an approximate cost of \$1,800.
- Roll Call Vote:
Aye: 4 (Nottoli, Scherman, Warren, Yee)
Nay: 0
Abstention: 0

III. Action Items

A. GENERAL ADMINISTRATION/SETA

- 1. Approval of Compensation Package for Executive Director

Ms. Hogan read the resolution into the record. The recommendation is for a salary increase to \$158,760 annually effective July 17, 2014, with the Executive Director contributing 5.18% of salary to the pension plan, and a \$2,500 one-time payment in December, 2014.

Mr. Yee thanked Ms. Kossick for seven years that she has not had a raise. Mr. Yee reviewed the employee raises over the years. Mr. Yee stated that Ms.

Kossick will now start paying part of her pension. Mr. Yee explained that employee pension payments has been a huge problem for the city and the county and both are asking employees to start contributing. It is crucial that all employees contribute to their pension. Eventually, the labor and negotiation will sit down to come up with a fair pension contribution. He supports the salary recommendation for the Executive Director.

Mr. Nottoli thanked the chair for communicating with the City Manager and County Executive during the review of the Executive Director's salary. Mr. Nottoli stated that the board action accurately reflects the recommendation of the City Council and the Board of Supervisors.

Moved/Yee, second/Scherman, to adopt resolution 2014-3 approving the compensation package for the Executive Director.

Roll Call Vote:

Aye: 4 (Nottoli, Scherman, Warren, Yee)

Nay: 0

Abstention: 0

B. WORKFORCE DEVELOPMENT DEPARTMENT

Refugee Services

1. Approval to Augment Supportive Services Funding to Refugee Social Services (RSS), Targeted Assistance (TA) and TA Discretionary Refugee Program Service Providers

Ms. Mary Jennings reviewed this item and explained why Bach Viet has expended its supportive services allocation. Mr. Nottoli questioned the adequacy of the recommended \$5,000 to meet the needs of the clients. Staff is actively monitoring the situation and will come to the board to determine if additional funding will be needed to ensure the provision of services to refugees. Ms. Michelle O'Camb reviewed the reason for the influx of refugees; staff is following the situation closely. Ms. Scherman feels uncomfortable with the \$5,000 and would urge staff to acquire more funds. Ms. O'Camb explained that this affects just the refugee cash assistance customers, which is a smaller number than the CalWORKS customers.

Moved/Yee, second/Nottoli, to approve augmenting Bach Viet Association, Inc. \$5,000 in supportive services funding utilizing RSS and TA funds to ensure the provision of supportive services to enrolled refugees enrolled in its program.

Roll Call Vote:

Aye: 4 (Nottoli, Scherman, Warren, Yee)

Nay: 0

Abstention: 0

Community Services Block Grant: None.

One Stop Services

- 2. Approval to Augment Sacramento Works Training Centers to Transfer Responsibility for Information Technology Infrastructure Costs

Ms. Robin Purdy stated that this item requests approval for a one-time reimbursement for four centers that transitioned from job to training centers. As part of the transition, the responsibility of maintaining the IT infrastructure will be transferred to the training center.

Moved/Yee, second/Scherman, to approve a one-time reimbursement based on actual costs for each career center for up to the following amounts:

SWTC	Description	Augmentation
Crossroads Diversified Services	Licenses and software,	\$15,000
Asian Resources, Inc.	Routers	\$15,000
La Familia Counseling Center	T1 Internet Connectivity	\$15,000
Greater Sacramento Urban League	IT contractor and staff Computers	\$15,000
Total		\$60,000

Roll Call Vote:

Aye: 4 (Nottoli, Scherman, Warren, Yee)

Nay: 0

Abstention: 0

- C. **CHILDREN AND FAMILY SERVICES**: None.

IV. Information Items

- A. 2013-14 Community Services Block Grant Discretionary Project Summary: Ms. Scherman asked about ArtBeast. Ms. Cindy Sherwood Green explained the background behind this program which is a training program for the residents. The children’s studio provides services to children 0-7 years of age; it has been a very successful program.
- B. Fiscal Monitoring Reports: No questions.
- C. Employer Success Stories and Activity Report: Mr. Walker reported that the number of new hires outnumbered the number of dislocations. Sloan Industry came into town; this company provides apprenticeship jobs and has a contract with the State of California to build fences around the prisons.
- D. Dislocated Worker Update: A WARN notice from Intuit was received.

- E. Unemployment Update/Press Release from the Employment Development Department: The unemployment rate has continued to decline. Mr. Nottoli expressed concern with the data being presented; Mr. George Marley from EDD will be invited to provide a detailed explanation regarding the data.
- F. Summary of Workforce Innovation and Opportunity Act: Ms. Kossick reported that this legislation was just passed by the House and Senate. It eliminates 15 programs but most of the eliminated programs are national discretionary programs. It will change our performance measures. There will be more focus on credentials and degrees and getting youth into secondary education and long-term employment. The required partner members will be reduced on the WIB and there will be more focus on out-of-school youth. Over the course of the next year, regulations will be written and staff will provide reports as more is learned. Ms. Kossick stated that regulation development takes 12-15 months so it will take a while before implementation.
- G. Administration for Children and Families Monitoring Report: Mr. Warren received a letter informing him of a couple of issues from the Federal Review. Ms. Denise Lee stated that staff received the report on July 8 and was pleased with the outcome. There were three areas of noncompliance that the Agency must fully remedy by November 6, 2014. There will be a follow-up review by the regional office as well as assigned training and technical assistance prior to the deadline. Along with refining current safety and supervision procedures, management is working with the union to develop intensive and interactive training to be provided in August to enhance the understanding of policies and procedures. From that point, re-training will be provided twice a year. In addition, there will be an increase of unannounced monitoring visits to each center, including delegate agencies.

Mr. Warren asked Ms. Lee to explain what happened. Ms. Kossick explained that there was a child left unattended for approximately 1 ½ minutes in the playground. The Board was informed of the incident on May 2 and Ms. Kossick provided an e-mail update regarding the situation. The child was hiding behind a large structure in the playground during transition from outside back to the classroom.

Mr. Nottoli asked Ms. Lee about the CLASS scores and how it measure quality in the program. Ms. Lee explained the tool is used nationally by programs and is the measurement by which the OHS monitoring reviewer measure teacher-child interactions.

Ms. Lee stated that the reviewers left knowing this program provides incredibly high quality service to children and families in Sacramento County. . There were two strengths noted when the review team left SETA: the Quality Assurance system was great, and school readiness to ensure children are engaged and being prepared for kindergarten.

H. Head Start Reports: No additional report.

V. Reports to the Board

A. Chair: No report.

B. Executive Director: Ms. Kossick notified the board that Ms. Robin Purdy will be retiring in December. The transition process is beginning and Mr. Roy Kim will be transitioning over to Ms. Purdy's position. This will be happening in the fall.

C. Deputy Directors: Ms. Purdy announced two internal candidates to workforce development managers, Ms. Terri Carpenter and Ms. Michelle O'Camb.

D. Counsel: No report.

E. Members of the Board: Ms. Scherman wishes Mr. Warren a Happy Birthday. Mr. Warren reported that he turned 50 years old on June 30.

F. Public: No comments.

VI. Adjournment: The meeting was adjourned at 11:13 a.m.

ITEM V
COMMITTEE REPORTS

➔ Executive Committee

Critique of the July 29, 2014 Parent Advisory Committee meeting.

GOOD!!!
Thank you Ms. Kathy Kossick for the Sharing of information on the Workforce Innovation and Opportunity Act.
Thank you Ms. Denise Lee for in depth shared information on EHS Child Care Partnership and Expansion Application.
Thank you Ms. Denise Lee for sharing information in regards to the federal review.
Thank you committee members for your awesome participation during the board meeting
Thank you Ms. Jasmine Jamison for chairing a well facilitated and organized meeting.
Thank you Ms. Linda Aviluz for translation assistance.
NEEDS IMPROVEMENT
Please be recognized by the Chair before leaving your seat.
REMINDERS
Please committee members, if you have information to share with the committee, bring your forms/flyers to Ms. Marie three to four days prior to the meeting to be approved.

➤ Budget/Planning Committee: Lenda Wheeler, Annette Pettis, Jasmine Jamison, Kenny Williams

ITEM V (continued)
Page 2

- Personnel/Bylaws Committee: Jasmine Jamison, Alacya Harris, Kenneth Tate

- Social/Hospitality Committee: Alacya Harris, Lenda Wheeler, Jasmine Jamison
Annette Pettis, Linda Aviluz, Kenny Williams.

- Parent Ambassador Committee: Annette Pettis, Jasmine Jamison, Alacya
Harris, Lenda Wheeler, Kenneth Tate, Kenny Williams.

- Men's Activities Affecting Children Committee (MAACC): Kenny Williams,
Jasmine Jamison, Todd Woods.

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. Kenneth Tate, Ms. Lenda Wheeler, 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
 - ✓ Child Development & Education Services Report – Ms. Karen Gonzales
 - ◆ Early Childhood Environment Rating Scale (ECERS) Report
 - ◆ Infant/Toddler Environment Rating Scale (ITERS) Report

NOTES:



Head Start Monthly Report

SETA Operated Program

Family Engagement Unit

July was the end of our program year, and we had a lot to celebrate in the Family Engagement unit. 374 fathers have participated in some sort of male involvement event. This ranged from Daddy and Me breakfast or lunch events, where a male role model was able to come to the early learning center, have a meal with their child, then tour the classroom, participate in circle time activities, and participate in a brief workshop on the importance of male involvement in a child's life. Other events included an Early Head Start home based BBQ at the park. Fathers and other male participants took their children to the playground, made a book with their child, and played games.

This year we had overwhelming success in our Family Literacy Activity Program (FLIP). Parents read or did some other literacy activity with their child(ren) which totaled over 72,000 hours for the program year. That is quite a commitment on a parent's behalf to read to their child each day. For the next program year, we will focus on math activities for parents to do at home with their children.

We also trained 56 School Readiness Aides (SRA) and 73 Parent Aides (PA). School Readiness Aides are assigned a classroom, and work under the supervision of a Head Start teacher and provide small group activities which are directly related to the theme that the class is working on. Having parents in the classroom who have been trained to provide small group instruction has been great not only for the children, but it has given parents an opportunity to see if they might be interested in pursuing a career in Early Childhood Education. Teachers also benefit by having additional adults in the classroom.

Parent Aides are responsible for receiving the food from the central kitchen, prepping the meals, and keeping the food workspace clean. Parent Aides learn the basics of food prep, food safety and sanitation and inventory. Parent Aide volunteers allow teachers to stay in the classroom with children and not have to worry about getting the meal tasks completed. Head Start really runs on parent volunteers!

Family Service Workers were incredibly busy ensuring that all of our slots stayed full and that parents were receiving services. We also were out in the community, making sure that families and community members know about Head Start and Early Head Start services.

Program Support Services

Quality Assurance and Monitoring Unit: SETA-Operated Program HS/EHS Home Base Program was monitored for the month of July. Report will be available by August 15, 2015 during the scheduled Exit Meeting with staff and supervisors. Exit Meeting for WCIC was held on July 23, 2014 at the agency's administrative office.

Program Support Services: Two teams from SETA-Operated Program and Delegate Agencies attended the Practice-Based Coaching (PBC) Leadership Academy held in Woodland, CA on July 16-18, 2014. This training opportunity was provided by National Center for Quality Teaching and Learning (NCQTL) and sponsored by the Office of Head Start (OHS) to support programs implement coaching as part of their professional development programs. Strategic plans that were developed during the Leadership Academy had been presented to the SOP and countywide executive leadership teams for planning and implementation.

Program Information Reports (PIR): Delegates have submitted their annual PIR Reports (HS/EHS) for review and approval by SETA. This report provides demographic information and description of services provided to all enrolled children and families for 2013-2014. A countywide report is due to Office of Head Start by August 31, 2014. A copy of this report will be made available to the public after August 31, 2014.

Early Head Start Partners Program Highlights and Success Stories

**EHS Partners: SCOE and ROCC
Program Highlights and Success Stories
July 2014**

In 2010, SETA partnered with Sacramento County Office of Education (SCOE) and River Oak Center for Children (ROCC) to expand Early Head Start Home-Based Services. Each agency brought in their special training and resources in early intervention and mental health arenas as well as outreach to vulnerable communities they traditionally serve, a transient population and families in foster care. SETA offers training and support and coordinates other services to ensure comprehensive services are provided to all enrolled families. For the past 5 years, this collaboration had made a difference to the lives of many children and their families. We are proud to highlight and share their successes.

**Sacramento County Office of Education
Funded Enrollment: (36)**

	Number Served	Percent of Total
Children participated in the program since January 2010	170	
Children with an IFSP	40	(24%)
Children homeless at enrollment	33	(19%)
Teen moms	17	(10%)
Enrolled as pregnant women (includes teens)	11	(6%)
Foster children	5	(3%)

River Oak Center for Children Early Head Start
Funded Enrollment: (60)

	Number Served	Percent of Total
Children participated in the program since January 2010	243	
Children with an IFSP	26	(10.7%)
Children homeless at enrollment	6	(2.47%)
Teen moms	5	(2.06%)
Enrolled as pregnant women (includes teens)	14	(5.76%)
Foster children	26	(10.7%)

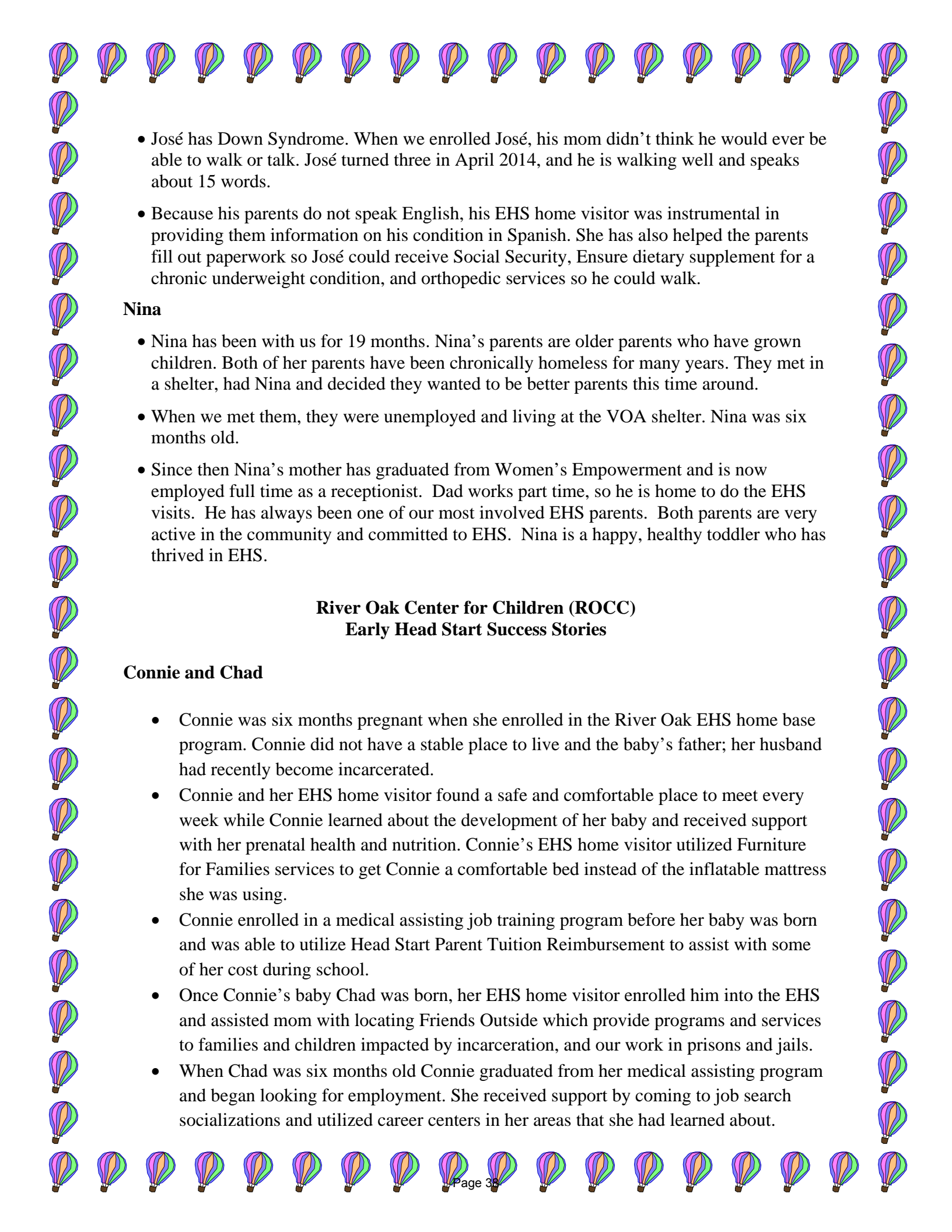
Sacramento County Office of Education (SCOE)
Early Head Start Success Stories

Macayla & Michael

- Macayla enrolled in SCOE EHS in 2011. At that time her mom was pregnant and had just been released from jail, and her father was addicted to meth. They had an open CPS case. We had Macayla for 18 months until she turned three and then we enrolled her baby brother, Michael.
- The first year we worked with them, this family lost their home and went to a homeless shelter. They also struggled with drugs and domestic abuse and were separated for several months. They were very close to losing custody of their children.
- Throughout it all, they have stayed enrolled in EHS. Our EHS Home Educator stayed in communication with their CPS worker throughout their case. Their CPS case is now closed.
- Both parents completed drug rehabilitation classes and are now clean. They have found permanent housing. Mom is working full time and Dad is looking for work.
- Macayla transferred to Northview Head Start when she turned three. Michael will remain with us until November 2014, and then will transfer to Head Start.

José

- We met José when he was three months old at an EHS socialization event. Our SCOE EHS home visitor who was bilingual in English and Spanish was the only person at the event who spoke Spanish so she spent the morning with the family, and subsequently enrolled José in EHS.

- 
- José has Down Syndrome. When we enrolled José, his mom didn't think he would ever be able to walk or talk. José turned three in April 2014, and he is walking well and speaks about 15 words.
 - Because his parents do not speak English, his EHS home visitor was instrumental in providing them information on his condition in Spanish. She has also helped the parents fill out paperwork so José could receive Social Security, Ensure dietary supplement for a chronic underweight condition, and orthopedic services so he could walk.

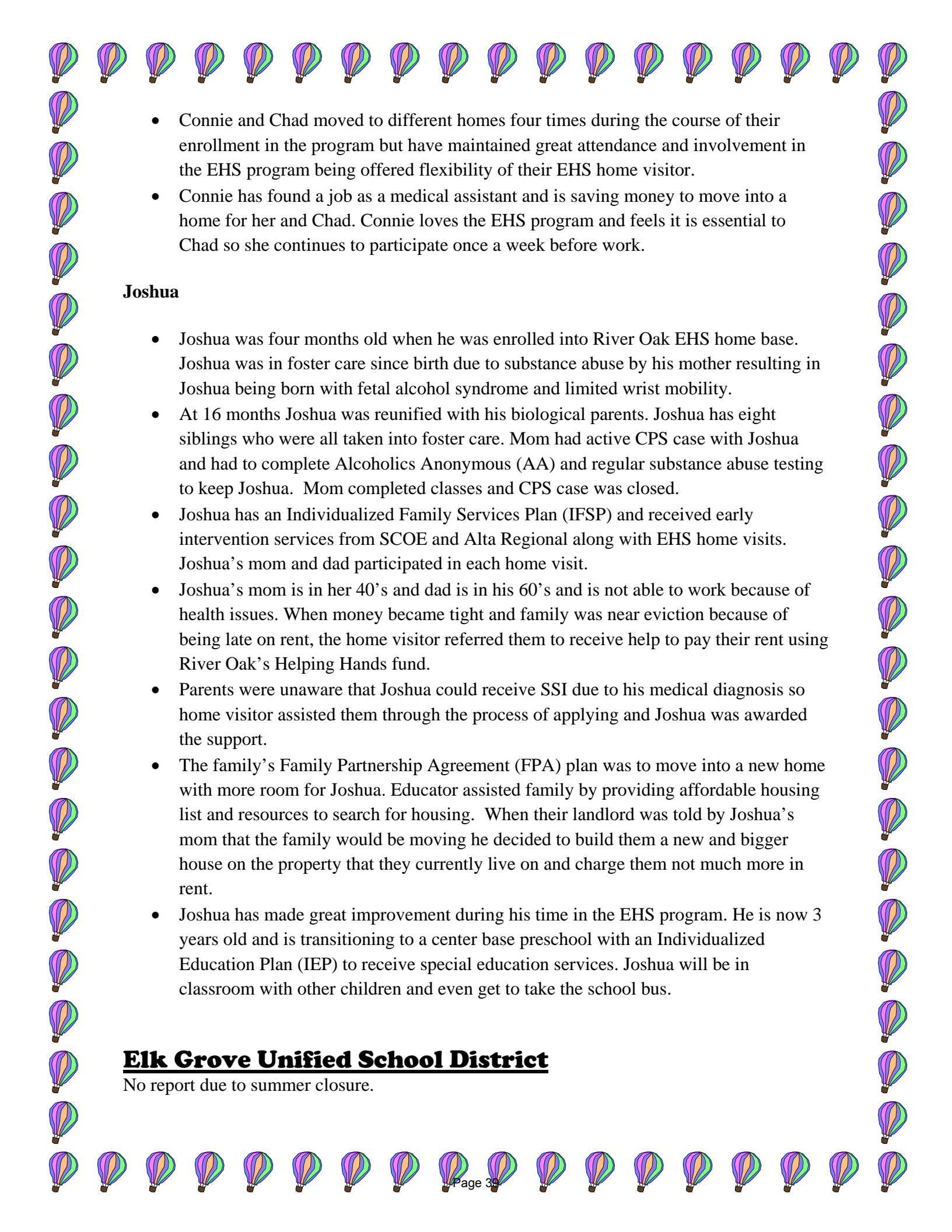
Nina

- Nina has been with us for 19 months. Nina's parents are older parents who have grown children. Both of her parents have been chronically homeless for many years. They met in a shelter, had Nina and decided they wanted to be better parents this time around.
- When we met them, they were unemployed and living at the VOA shelter. Nina was six months old.
- Since then Nina's mother has graduated from Women's Empowerment and is now employed full time as a receptionist. Dad works part time, so he is home to do the EHS visits. He has always been one of our most involved EHS parents. Both parents are very active in the community and committed to EHS. Nina is a happy, healthy toddler who has thrived in EHS.

River Oak Center for Children (ROCC) Early Head Start Success Stories

Connie and Chad

- Connie was six months pregnant when she enrolled in the River Oak EHS home base program. Connie did not have a stable place to live and the baby's father; her husband had recently become incarcerated.
- Connie and her EHS home visitor found a safe and comfortable place to meet every week while Connie learned about the development of her baby and received support with her prenatal health and nutrition. Connie's EHS home visitor utilized Furniture for Families services to get Connie a comfortable bed instead of the inflatable mattress she was using.
- Connie enrolled in a medical assisting job training program before her baby was born and was able to utilize Head Start Parent Tuition Reimbursement to assist with some of her cost during school.
- Once Connie's baby Chad was born, her EHS home visitor enrolled him into the EHS and assisted mom with locating Friends Outside which provide programs and services to families and children impacted by incarceration, and our work in prisons and jails.
- When Chad was six months old Connie graduated from her medical assisting program and began looking for employment. She received support by coming to job search socializations and utilized career centers in her areas that she had learned about.

- 
- Connie and Chad moved to different homes four times during the course of their enrollment in the program but have maintained great attendance and involvement in the EHS program being offered flexibility of their EHS home visitor.
 - Connie has found a job as a medical assistant and is saving money to move into a home for her and Chad. Connie loves the EHS program and feels it is essential to Chad so she continues to participate once a week before work.

Joshua

- Joshua was four months old when he was enrolled into River Oak EHS home base. Joshua was in foster care since birth due to substance abuse by his mother resulting in Joshua being born with fetal alcohol syndrome and limited wrist mobility.
- At 16 months Joshua was reunified with his biological parents. Joshua has eight siblings who were all taken into foster care. Mom had active CPS case with Joshua and had to complete Alcoholics Anonymous (AA) and regular substance abuse testing to keep Joshua. Mom completed classes and CPS case was closed.
- Joshua has an Individualized Family Services Plan (IFSP) and received early intervention services from SCOE and Alta Regional along with EHS home visits. Joshua's mom and dad participated in each home visit.
- Joshua's mom is in her 40's and dad is in his 60's and is not able to work because of health issues. When money became tight and family was near eviction because of being late on rent, the home visitor referred them to receive help to pay their rent using River Oak's Helping Hands fund.
- Parents were unaware that Joshua could receive SSI due to his medical diagnosis so home visitor assisted them through the process of applying and Joshua was awarded the support.
- The family's Family Partnership Agreement (FPA) plan was to move into a new home with more room for Joshua. Educator assisted family by providing affordable housing list and resources to search for housing. When their landlord was told by Joshua's mom that the family would be moving he decided to build them a new and bigger house on the property that they currently live on and charge them not much more in rent.
- Joshua has made great improvement during his time in the EHS program. He is now 3 years old and is transitioning to a center base preschool with an Individualized Education Plan (IEP) to receive special education services. Joshua will be in classroom with other children and even get to take the school bus.

Elk Grove Unified School District

No report due to summer closure.



Sacramento City Unified School District

Health and Nutrition

Child Development (CHDV) is pleased to welcome Lori Hemmingson-Suza, Children's Center Nurse, to the team. Lori's base will be the Hiram Johnson registration office. The summer months are a very busy time for Children's Center nurses. Nurses expend a great deal of time conducting required screenings on children, i.e., hearing, vision and blood pressure as well as reviewing all files to determine if all pertinent health data are included in children's files. Nurses confer regularly with doctors to secure physicals; they devise Emergency Care Plans for designated students; work in conjunction with parents to retrieve pertinent health information on children such as food allergies, medical conditions, and medications; nurses work closely with Sacramento City Unified School District's Nutrition Services Department to share information regarding children's special diets; and nurses play a significant role in providing training for teachers so that they are better able to support children's and their families' overall health.

Education

CHDV leadership has been very busy devising and confirming a rich professional learning experience for teachers during the 2014-2015 school year. Professional learning offerings will entail a range of presentations related to Balanced Literacy; "Common Core Like" Math Activities for Preschoolers; CSEFEL/Emotional Literacy, Collaborative Teaching, Atypically Developing Children; Child Process Portfolios and other topics required by SETA and based on Child Development's Quality Assurance Monitoring Results. With regard to the department's literacy and numeracy initiatives, CHDV has retained two outstanding consultants who are well-versed in these areas. Please note that the district's web site includes a comprehensive professional learning catalog, which includes great descriptions of the professional learning offerings. Also, CHDV is happy to announce that SCUSD has included at least two days in the teachers' contract for the purposes of Orientation and Pre-service training, which will occur during the month of August.

CHDV is also happy to announce staff's participation in the Cohort 4 CSEFEL through a partnership with SCOE. Teachers of full-inclusion classrooms have been singularly focused on CSEFEL training and one SCUSD full-inclusion classroom has been highlighted as a model CSEFEL classroom. CHDV continues to look forward to this special collaborative opportunity involving SCUSD's Special Education Department and SCOE. CHDV's ultimate goal is to ensure that all classrooms utilize CSEFEL practices, which have already proven to be quite instrumental in ensuring greater outcomes for all children in the areas of self-regulation and autonomy.

Disabilities

CHDV is pleased to announce that enrollment numbers for full-inclusion sites are at about 90% at this point in time. There are 19 children and 60 children with mild to significant disabilities enrolled in SCUSD's Early Head Start and Head Start program options, respectively. SCUSD continues to enroll children during the course of the summer months and, as usual, the district typically surpasses its required enrollment number of children with mild to significant disabilities.



San Juan Unified School District

Education Services Update

Classroom teachers are off contract until August 20. There are a handful of 12 month resource teachers working during July to prepare for the upcoming academic year. A few of the many education-related tasks undertaken during July are the Staff Calendar and Education Binder resources, which go to print during the summer. Materials to begin the year are gathered and sent to printing (including the Start Up Box for the year), the first three professional development days are in the beginning stages of planning, and classroom resources are ordered.

Disabilities Services Update

During the month of July, the Disabilities Specialist reconciled, archived and prepared the aged-out IEPs for storage. The IEPs for preschoolers enrolling for the 2014-2015 school year have been entered into Child Plus and filed, and will be given to the teachers when they return from summer break. There are already 65 children with IEPs that have been accepted for the 2014-2015 school year, which nearly meets the 10% requirement. Developmental screening continues as children are registered for school and necessary referrals are written and prepared for parent signatures when school begins. Screener Tracking Records and Special Education Update forms have been updated, copied and readied for the teacher start up boxes.

Mental Health Services Update

The Mental Health Therapist provided ongoing support to families/children with identified mental health needs as parents began the screening process for fall enrollment. Children with elevated ASQ-SE assessment scores will receive ongoing follow-up mental health services as needed as the year progresses.

Nutrition Services Update

For the first time, San Juan Unified School District Food Services has requested feedback from preschool regarding the school menus! Juice has been removed from the breakfast menu paralleling the long existing ECE juice policy. This is yet another indicator that the district is moving forward with the new USDA nutrition guidelines for school lunches.

Health Services Update

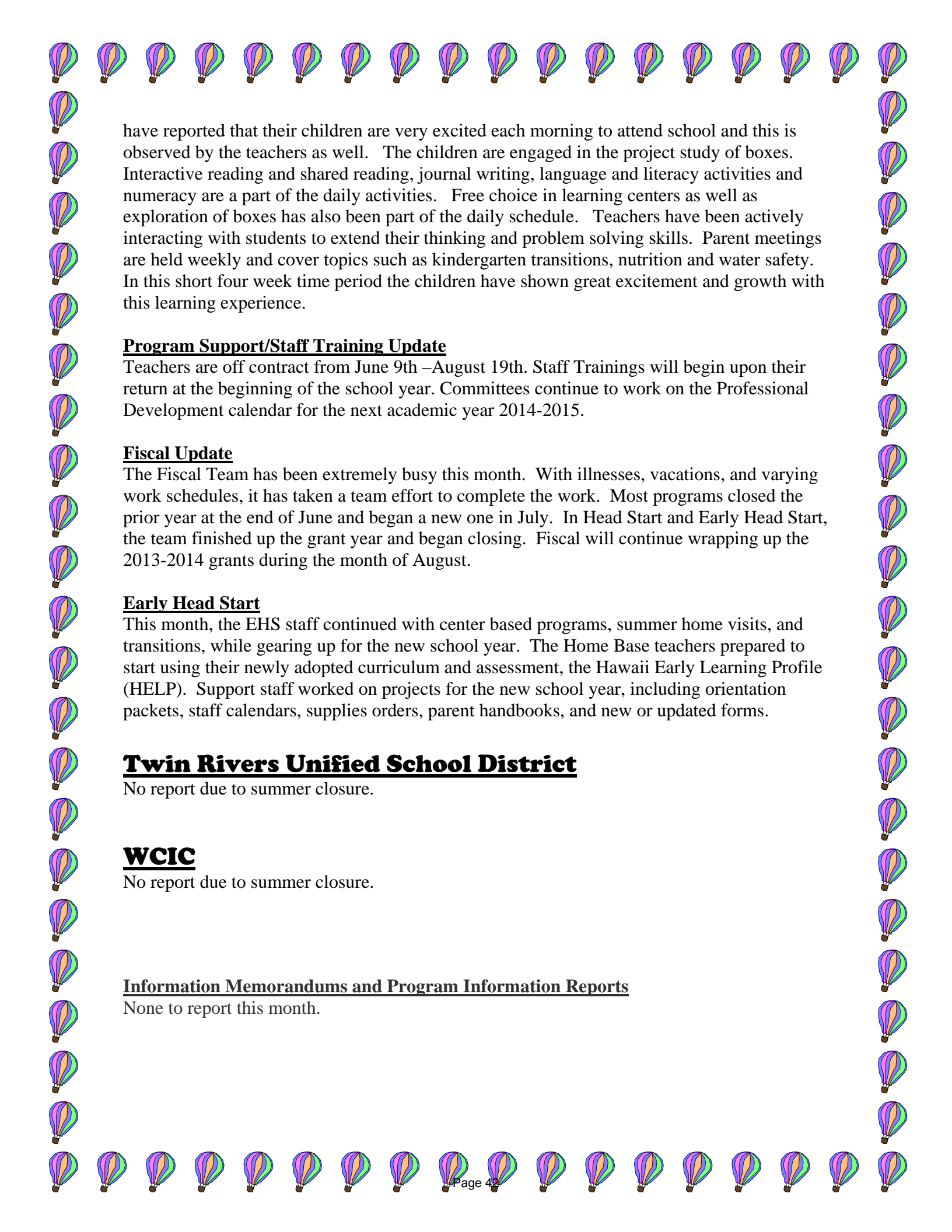
The Health Team is screening throughout the summer for the 2014-2015 school year in the centralized screening room, which was just moved to Room 5 at the Marvin Marshall site. Health is reviewing students' health, nutrition, and immunization status, completing health screenings, and counseling families in various health areas as needed. The School Nurse is completing Individualized Student Health Plans for those who have health concerns.

Family and Community Partnerships Update

The Parent Involvement Lead Teacher wrapped up the 2013-2014 school year in June. July is quiet regarding the Family and Community Partnerships. Preparation for the 2014-2015 school year will begin on August 1st.

Transition Services Update

Summer Camp Academy, a preschool program designed for children entering kindergarten who have had either limited preschool experience or none at all, is in full swing. The parents



have reported that their children are very excited each morning to attend school and this is observed by the teachers as well. The children are engaged in the project study of boxes. Interactive reading and shared reading, journal writing, language and literacy activities and numeracy are a part of the daily activities. Free choice in learning centers as well as exploration of boxes has also been part of the daily schedule. Teachers have been actively interacting with students to extend their thinking and problem solving skills. Parent meetings are held weekly and cover topics such as kindergarten transitions, nutrition and water safety. In this short four week time period the children have shown great excitement and growth with this learning experience.

Program Support/Staff Training Update

Teachers are off contract from June 9th –August 19th. Staff Trainings will begin upon their return at the beginning of the school year. Committees continue to work on the Professional Development calendar for the next academic year 2014-2015.

Fiscal Update

The Fiscal Team has been extremely busy this month. With illnesses, vacations, and varying work schedules, it has taken a team effort to complete the work. Most programs closed the prior year at the end of June and began a new one in July. In Head Start and Early Head Start, the team finished up the grant year and began closing. Fiscal will continue wrapping up the 2013-2014 grants during the month of August.

Early Head Start

This month, the EHS staff continued with center based programs, summer home visits, and transitions, while gearing up for the new school year. The Home Base teachers prepared to start using their newly adopted curriculum and assessment, the Hawaii Early Learning Profile (HELP). Support staff worked on projects for the new school year, including orientation packets, staff calendars, supplies orders, parent handbooks, and new or updated forms.

Twin Rivers Unified School District

No report due to summer closure.

WCIC

No report due to summer closure.

Information Memorandums and Program Information Reports

None to report this month.

SETA Head Start/Early Head Start

Monthly Program Enrollment Report for School Year 2013 to 2014

Period: July 2014

Part Day Classes						
Center Name	Funded Enrollment	Total Days	Present Only		Present/Excused	
			ADA	% ADA	ADA	%ADA
Bannon Creek	60	21	34	57%	46	77%
Crossroad Gardens	20	21	12	60%	17	85%
Elkhorn	80	20	52	65%	64	80%
Freedom Park	80	19	42	53%	51	64%
Fruitridge	80	20	59	74%	70	88%
Galt	120	21	69	57%	100	83%
Hillsdale	80	21	49	61%	64	80%
Hopkins Park	80	21	35	44%	53	66%
La Verne Sterwart	40	20	26	65%	33	83%
Marina Vista ELC	20	21	13	65%	17	85%
Mather	80	21	35	44%	59	74%
Nedra Court	60	21	42	70%	56	93%
Norma Johnson	40	21	29	73%	35	88%
North Avenue	80	21	52	65%	68	85%
Northview	80	21	48	60%	75	94%
Phoenix Park	40	21	24	60%	33	83%
Solid Foundation	80	21	43	54%	61	76%
Strizek Park	40	21	25	63%	37	93%

SETA Head Start/Early Head Start

Monthly Program Enrollment Report for School Year 2013 to 2014

Period: July 2014

Full Day Classes						
			Present Only		Present/Excused	
Center Name	Funded Enrollment	Total Days	ADA	% ADA	ADA	%ADA
Crossroad Gardens	44	22	38	86%	44	100%
Elkhorn	22	21	16	73%	19	86%
Freedom Park	44	20	29	66%	36	82%
Hillsdale	44	22	28	64%	34	77%
Job Corp	22	22	8	36%	17	77%
Marina Vista ELC	44	22	26	59%	32	73%
Mather	22	22	14	64%	18	82%
Norma Johnson	22	22	17	77%	20	91%
North Avenue	22	22	10	45%	14	64%
Northview	22	22	14	64%	21	95%
Phoenix Park	22	22	15	68%	20	91%
Sharon Neese	44	22	33	75%	43	98%

SETA Head Start/Early Head Start

Monthly Program Enrollment Report for School Year 2013 to 2014

Period: July 2014

Early Head Start Classes						
Center Name	Funded Enrollment	Total Days	Present Only		Present/Excused	
			ADA	% ADA	ADA	%ADA
Alder Grove Infant/Toddler Center	16	22	10	63%	14	88%
Crossroad Gardens	8	22	5	63%	7	88%
Elkhorn	16	21	12	75%	16	100%
Job Corp	16	22	11	69%	16	100%
Marina Vista ELC	8	22	7	88%	8	100%
Mather	8	22	6	75%	7	88%
Norma Johnson	8	22	6	75%	7	88%
Northview	8	22	6	75%	8	100%
Phoenix Park	8	22	4	50%	7	88%
Sharon Neese	16	22	13	81%	16	100%

SETA Head Start/Early Head Start Enrollment Report

(Enrollment as of the last service day of the month)

Last Service Day of Month: 7/31/14

Site	Loc Id	# Enrolled	# Present	# Absent	# Term W/I 30	Total
Bannon Creek	1200A	19	11	8	7	26
Bannon Creek	1200B	14	13	1	7	21
Bannon Creek	1200C	20	10	10	8	28
Crossroad Gardens	1242A	20	16	4	5	25
Crossroad Gardens	1242R	22	20	2	0	22
Crossroad Gardens	1242X	22	20	2	2	24
Elkhorn	1255A	15	13	2	6	21
Elkhorn	1255B	16	11	5	5	21
Elkhorn	1255C	18	14	4	2	20
Elkhorn	1255D	16	15	1	1	17
Elkhorn	1255X	19	17	2	4	23
Freedom Park	1239A	16	7	9	6	22
Freedom Park	1239B	14	10	4	10	24
Freedom Park	1239C	12	5	7	6	18
Freedom Park	1239D	15	4	11	5	20
Freedom Park	1239R	18	14	4	2	20
Freedom Park	1239X	19	18	1	2	21
Fruitridge	1216A	19	18	1	1	20
Fruitridge	1216B	20	15	5	0	20
Fruitridge	1216C	19	14	5	2	21
Fruitridge	1216D	18	14	4	3	21
Galt	1234A	17	9	8	3	20
Galt	1234B	19	14	5	2	21
Galt	1234C	12	7	5	8	20
Galt	1234D	15	5	10	5	20
Galt	1234E	20	12	8	0	20
Galt	1234F	16	8	8	4	20
Hillsdale	1228A	16	14	2	6	22
Hillsdale	1228B	18	14	4	4	22
Hillsdale	1228C	16	10	6	4	20
Hillsdale	1228D	15	12	3	6	21
Hillsdale	1228R	21	20	1	3	24
Hillsdale	1228X	22	13	9	0	22
Hopkins Park	1253A	17	12	5	1	18
Hopkins Park	1253B	9	7	2	10	19
Hopkins Park	1253C	13	12	1	3	16
Hopkins Park	1253D	13	11	2	4	17
Job Corp	1237X	17	11	6	9	26
La Verne Sterwart	1219A	17	10	7	3	20
La Verne Sterwart	1219B	20	16	4	3	23

Marina Vista ELC	1246A	19	9	10	0	19
Marina Vista ELC	1246R	14	12	2	2	16
Marina Vista ELC	1246X	18	15	3	4	22
Mather	1223A	17	5	12	6	23
Mather	1223B	18	6	12	2	20
Mather	1223C	19	8	11	3	22
Mather	1223D	19	12	7	3	22
Mather	1223X	18	13	5	2	20
Nedra Court	1244A	17	9	8	2	19
Nedra Court	1244B	15	10	5	5	20
Nedra Court	1244C	16	10	6	4	20
Norma Johnson	1214A	18	10	8	7	25
Norma Johnson	1214B	18	10	8	3	21
Norma Johnson	1214X	21	19	2	2	23
North Avenue	1256A	16	14	2	4	20
North Avenue	1256B	14	10	4	3	17
North Avenue	1256C	17	13	4	2	19
North Avenue	1256D	15	10	5	5	20
North Avenue	1256X	14	11	3	1	15
Northview	1224A	18	3	15	2	20
Northview	1224B	20	11	9	2	22
Northview	1224C	19	15	4	3	22
Northview	1224D	18	15	3	2	20
Northview	1224X	22	13	9	2	24
Phoenix Park	1248A	18	15	3	7	25
Phoenix Park	1248B	19	13	6	4	23
Phoenix Park	1248X	21	15	6	5	26
Sharon Neese	1249R	20	15	5	6	26
Sharon Neese	1249X	22	16	6	2	24
Solid Foundation	1254A	15	12	3	5	20
Solid Foundation	1254B	13	9	4	9	22
Solid Foundation	1254C	15	12	3	5	20
Solid Foundation	1254D	11	8	3	7	18
Strizek Park	1225A	20	14	6	4	24
Strizek Park	1225B	20	14	6	1	21
Alder Grove Infant/Toddler Center	1212M	6	5	1	2	8
Alder Grove Infant/Toddler Center	1212U	8	7	1	0	8
Crossroad Gardens	1242U	8	8	0	1	9
Elkhorn	1255M	8	6	2	1	9
Elkhorn	1255U	8	6	2	0	8
Job Corp	1237M	8	5	3	0	8
Job Corp	1237U	8	6	2	0	8
Marina Vista ELC	1246U	7	7	0	3	10
Mather	1223U	7	7	0	1	8

Norma Johnson	1214U	8	7	1	0	8
Northview	1224U	8	6	2	0	8
Phoenix Park	1248U	7	4	3	3	10
Sharon Neese	1249M	8	8	0	1	9
Sharon Neese	1249U	8	5	3	1	9
TOTALS for Head Start		1405	989	416	301	1706
HS Totals	1298					
Drops w/in 30	288					
P/S Home Base	92					
Total	1678					
EHS Totals	107					
Drops w/in 30	13					
EHS Home Base	153					
River Oaks	36					
SCOE	36					
Total	345					
GRAND TOTAL	2023					

SPECIAL EDUCATION REPORT

Sacramento County Head Start/Early Head Start
(As of 7/31/14)

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)	21 (10 %)	N/A
Elk Grove USD (420)	71 (17%)	N/A
Sacramento City USD (1292)(147)	192 (15%)	19 (13%)
San Juan USD (693) (161)	109 (16%)	22 (14%)
WCIC (120)	13 (11%)	N/A
SETA (1974) (345)	223 (11%)	57 (16%)
County (4710)* (653)**	629 (13%)	98 (15%)

AFE = Annual Funded Enrollment

%AFE = Percentage of Annual Funded Enrollment



SETA Head Start Food Service Operations Monthly Report *July 2014

July 1st - Elkhorn afternoon class closed due to a broken air conditioner.

July 3rd - Preschool Part-Day (B) Classes Closed, Minimum Day Preschool & EHS Full Day (C) Classes.

July 4th - Holiday.

July 11th - Fruitridge & LaVerne closed for pest management services.

July 17th & July 18th - Freedom Park closed due to flood from adjacent office suite.

July 18th - Elkhorn closed for pest management services.

Meetings:

The Food Service Staff attended a meeting at the WCIC Kitchen on July 1st.

Total Number of Meals and Snacks Prepared for All Kitchens				
	Lunch	PM Snack	Breakfast	Field Trips
	33,800	20,806	22,636	1936
Total Amount of Meals and Snacks Prepared				79,178

Purchases:

Food	\$68,307.64
Non - Food	\$10,809.29

Building Maintenance and Repair:	\$1,178.54
Janitor & Restroom Supplies	\$0.00
Kitchen Small Wares and Equipment:	\$0.00
Vehicle Maintenance and Repair :	\$269.21
Vehicle Gas / Fuel:	\$2,209.52
Normal Delivery Days	22

Agency – Early Childhood Environment Rating Scale (State Funded Classrooms)

SETA Head Start

Report Starting and Ending Dates:

3/1/2014 to 5/27/14

Total number of classrooms:	17
Total number of children with a disability:	16
Average number of children in a classroom with a disability:	0.9
Average number of staff present in a classroom:	3.6
Average number of children present in a classroom:	14.5
Average observation time for a classroom:	3.1
Average interview time for a classroom:	0.4

I. Space and Furnishings	6.2
II. Personal Care Routines	5.5
III. Listening and Talking	6.7
IV. Activities	6.3
V. Interaction	6.0
VI. Program Structure	6.7
VII. Parents and Staff	6.6

Agency (summary) – Infant/Toddler Environment Rating Scale

SETA Head Start

Report Starting and Ending Dates:

3/1/2014 to 5/27/14

Total number of classrooms:	13
Total number of children with a disability:	4
Average number of children in a classroom with a disability:	0.3
Average number of staff present in a classroom:	2.8
Average number of children present in a classroom:	6.2
Average observation time for a classroom:	2.8
Average interview time for a classroom:	0.7

I. Space and Furnishings	5.7
II. Personal Care Routines	5.7
III. Listening and Talking	6.7
IV. Activities	5.8
V. Interaction	7.0
VI. Program Structure	6.9
VII. Parents and Staff	6.3

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: