

GOVERNING BOARD

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THOUGHT OF THE DAY: "Happiness is something that comes into our lives through doors we don't even remember leaving open."

Author: Rose Lang

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

DATE: Tuesday, September 16, 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, SEPTEMBER 11, 2014

Parent Advisory Committee meeting hosted by:
Jasmine Jamison (Chair), Kenneth Tate (Vice Chair), Vacant (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
- ___ Vacant, 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**
- ___ Vacant, Nedra Court Head Start
- ___ **Sabrina Rasmussen, Norma Johnson Head Start**
- ___ Vacant, North Avenue Head Start
- ___ Vacant, Northview Head Start
- ___ Vacant, 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
- ___ Vacant, 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

___ Kenneth Tate, Fruitridge Head Start	
___ Vacant, Alder Grove I Head Start	___ Vacant, Nedra Court Head Start
___ Vacant, Bannon Creek Head Start	___ Vacant, North Avenue Head Start
___ Vacant, Crossroad Gardens Head Start	___ Vacant, Northview Head Start
___ Vacant, Grizzly Hollow Head Start	___ Vacant, Parker Head Start
___ Vacant, Galt Head Start	___ Vacant, Phoenix Park Head Start
___ Vacant, Early Head Start Home Base Head Start	___ Vacant, Sharon Neese Early Learning Center
___ Vacant, Illa Collin Head Start	___ Vacant, Solid Foundation Head Start
___ Vacant, Job Corps Head Start	___ Vacant, Walnut Grove Head Start
___ Vacant, LaVerne Stewart Head Start	___ Vacant, Foster Parent Rep
___ Vacant, Marie Cleveland's Bright Beginnings Head Start	___ Vacant, Home Base Head Start Representative
___ Vacant, Marina Vista Early Learning Center	___ 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	9/16	10/21	11/18
Vacant Seated	AG I														
Lenda Wheeler Seated 11/19	AG II	X	X		PAC		X	X	X	X	X	X			
Vacant Seated	AP														
Claudia Vazquez Seated 4/22	BC							X	X	E	E	U			
Vacant Seated	CR														
Vacant Seated	EHS/HB														
Vacant Seated	EHS/HB														
Vacant Seated	EL														
Vacant Seated	FP														
Kenneth Tate Seated	FT														
Vacant Seated	G														
Vacant Seated	GH														
Linda Aviluz Seated 4/22	H							X	X	U	X	U			
Vacant Seated	HB														
Colleen Fietzek Seated 3/18	HB						X	X	X	X	X	X			
Vacant Seated	IC														
Annette Pettis Seated 12/17	HP		X		X		X	X	X	E	U	X			
Vacant Seated	JC														
Joyce Turner Seated 5/20	K								X	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	E			
Vacant Seated	NA														
Alcya Harris s/b/s 11/19; seated 12/17	NC	U	X		X		X	X	X	X	U	U			
Sabrina Rasmussen s/b/s 3/18; seated 4/22	NJ						E	X	U	X	X	X			
Vacant Seated	NV														
Kenneth Tate Seated 11/19	PA	X	X		PC		X	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	9/16	10/21	11/18
Todd Woods Seated 5/20	SP								X	X	X	E			
Vacant Seated	V														
Debra Bare Seated 11/19	WC	X	X		X		X	AP	E	U	AP	E			
Vacant	FPR														
Seated	GPR														
Kenny Williams Seated 6/17	MAACC										X	X			
LaTasha Windham Seated 11/19	OGC	X	X		PAC		U	X	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 AUGUST 19, 2014 PAC MEETING

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review and approve the minutes of the August 19, 2014 PAC meeting.

RECOMMENDATION:

Approve the minutes of the August 19, 2014 PAC meeting.

NOTES:

ACTION: Moved: _____ Second: _____

VOTE: Aye _____ Nay: _____ Abstain: _____

**REGULAR 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, August 19, 2014
9:00 a.m.

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

Mr. Kenneth Tate called the meeting to order at 9:10 a.m. and read the thought of the day; Ms. Colleen Fietzek called the roll.

Members Present:

Kenneth Tate
Colleen Fietzek
Annette Pettis
Sabrina Rasmussen
Lenda Wheeler (arrived at 9:12 a.m.)
Kenny Williams
LaTasha Windham (arrived at 9:18 a.m.)
Joyce Turner (arrived at 9:40 a.m.)

Member Absent:

Debra Baro (excused)
Claudia Vazquez (unexcused)
Linda Aviluz (unexcused)
Todd Woods (excused)
Alacya Harris (unexcused)
Jasmine Jamison (excused)

III. Action Item: None.

IV. Information Items

A. Standing Information Items

- PC/PAC Calendar of Events: Mr. Tate reviewed the calendar of upcoming meetings. MAACC will be hosting a BBQ on September 17 at McKinley Park, 5-8 p.m. more information will be forthcoming.
- PC/PAC End-of-Year Appreciation: The details of this event were reviewed; a sign-in sheet was distributed. There is no charge for board members but guests must pay for their own meals.
- Parent/Family Support Unit Events and Activities: No additional report.
- Parent/Staff Recognitions: No report.
- Community Resources-Parents/Staff: Tabled.
- Fiscal Monthly Report/Corporate Card Monthly Statement of Account: Ms. D'et Patterson reviewed the end-of-year report. All of the delegates have expended their budgets 100%; it is not yet known whether any funding is left over but it will be known by the end of August. The final numbers will be available in early October. In-kind is at 26.4% which is excellent. The administrative expenditures are at 10%, which is well below the 15% allowable.

Ms. LaTasha Windham arrived at 9:18 a.m.

Ms. Patterson stated that the Budget/planning Committee is now at 1 p.m.; the change of time will allow Elk Grove parents to participate.

➤ Child Care Center Food Menu: No questions.

B. Governing Board Minutes: No questions.

V. Committee Reports

➤ Executive Committee Meeting Critique: Mr. Tate reviewed the critique.

➤ Budget/Planning Committee: Mr. Tate attended the meeting but had no other report.

➤ Personnel/Bylaws Committee: Mr. Tate reported that committee members are still reviewing possible changes to the bylaws. The committee has discussed increasing the child care reimbursement to \$9.00 per hour. In addition, the committee is considering a clarification regarding members holding seats.

➤ Social/Hospitality Committee: No report.

➤ Men's Activities Affecting Children Committee: Mr. Kenny Williams reported that the MAACC will be hosting a BBQ on Wednesday, September 17, 5-8 p.m. at McKinley Park. In addition to food, there will be parent/child activities such as photos, a scavenger hunt, music, nature walks, and the playground. The next MAACC meeting will be held in the Olympus Room on Friday, September 26.

➤ Parent Ambassador Report: Ms. Alma Hawkins spoke of the \$2 Dollar Per Child Campaign. Mr. and Mrs. Williams's daughter made some bracelets for the campaign and went to U.C. Davis Medical Center to collect funds. There was a patient in the hospital and talked to the mom about Head Start. The Williams family was a sign to this patient that everything would be okay. This coming Friday the committee was asked to come here to prepare recruitment flyers.

VI. Other Reports

➤ Chair's Report: No report.

➤ Policy Council Report(s): No report.

➤ Head Start Deputy Director's Report: Ms. Denise Lee at the last PC/PAC meeting shared there was a combined meeting where the EHS grant application was approved; it was recently submitted.

Ms. Lee provided an update on CDE funds. The CDE expressed concern with the electronic sign-in system for our full day program. They want SETA/Head Start to have electronic AND an old signature system; this will be enacted December 1 in hopes that they will allow the electronic sign in system. The team is working diligently on the concerns.

Ms. Lee reported out on the review. The Training/Technical Assistance group will be here next week to follow up on the documentation for safety/supervision as well as the health concern finding.

SETA received notification from the landlord at Parker Avenue and that center received all of the money needed for reconstruction. SETA's management team will meet to either have another center available or offer home based services. It is anticipated Parker will be closed 4-6 months during the construction.

Ms. Joyce Turner arrived at 9:40 a.m.

Ms. Lynda Williams mentioned that Ms. Lee has been addressing all of the local city councils regarding the availability of Head Start services. It was a great opportunity to notify the public of the services.

➤ Head Start Managers' Reports

- ✓ Program Support Services Report: Ms. Brenda Campos and staff did a walk through at the Parker Head Start center and playground. The walk through was to determine what belongs to Head Start and what belongs to the Parker shelter. SETA will vacate the center by September 15. The new facility will be large enough to accommodate 20 children; we are currently serving 14 children.

Staff has implemented unannounced visits to classrooms to check on teacher/child ratios and to ask staff how many children are present and observe the transition of children from outdoors and indoors. A report will be provided on a quarterly basis. Interviews have just completed for Education Coordinators; one will be for the grantee program and one for school readiness.

Mr. Tate asked about the Parker Center; is it a multi-phase demolition? Ms. Campos replied that there will be a play yard demolition after the building demolition.

- ✓ Parent/Family and Community Engagement Committee – Ms. Lisa Carr reported that the school year began August 4 and the program was fully enrolled. August 25 is the first day of the traditional Head Start centers.

Ms. Carr distributed copies of the Head Start recruitment magnets.

The Family Literacy Program (FLIP) totaled 76,000 hours for SOP parents in the last fiscal year. This included parents reading to their children and other literacy activities.

Ms. Carr stated that she is working closely with SRAs in the FLIP program; staff just submitted a huge order for books that include math skills. She is happy that the books will mirror what is going on in the classroom and in the home.

- ✓ Child Development & Education Services Report – Ms. Karen Gonzales stated that staff has been working to raise the supervisions skills for teachers. All of the teachers have undergone additional training for supervising children into/out of the classroom. Super Vision includes the steps teachers take to when bring kids

in/out of the classroom. It is a five-step process that teachers will go through which will enhance supervision and safety of the children. Teachers need to communicate with co-teachers regarding the number of children in the classroom. There has to be an adult-to-adult transfer of supervision at the beginning of the day and at the end of the day.

Health screenings will begin for the new children in the classrooms. The first screenings will be completed within 45 days.

Mr. Tate commended Ms. Gonzales and staff's quick response to a safety issue he had at his center.

II. Consent Item

A. Approval of the Minutes of the July 29, 2014 Special Meeting

Minutes were reviewed; no questions or corrections.

Moved/Windham, second/Wheeler, to approve the minutes of the July 29 meeting.

Show of hands vote:

Aye: 7 (Fietzek, Pettis, Rasmussen, Turner, Wheeler, Williams, Windham)

Nay: 0

Abstention: 1 (Tate)

Ms. Karen Gonzales reviewed the two monitoring reports generated by the classroom assessments done in the spring. This tool assesses children on a seven point scale. As a program overall, the program is doing very well with very high scores.

VII. Center Updates

Mr. Kenny Williams reported that San Juan will be seeking a MAACC/male representative from each center; if it is confirmed, each representative will be asked to attend a meeting at SETA. San Juan is confirmed to make \$2 Dollar Per Child Campaign a part of their program; this will be on an upcoming agenda.

VIII. Discussion: None.

IX. Public Participation

Ms. Lynda Williams thanked board members for their participation in the recruitment posters. Wal-Mart interested in having the posters with tear offs.

Ms. Williams stated that when her family was doing the fundraiser for the \$2 Dollar Per Child Campaign at UC Davis Medical Center, there were many

doctors that asked if there was a website where they can go to donate since they do not carry cash in their scrubs.

X. **Adjournment**: The meeting was adjourned at 10:18 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
 - PC/PAC End-of-Year Appreciation (see calendar/flyer)
 - Introduction to Toastmasters Club (Speechcraft) - Ms. Marie Desha
 - 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:

October

2014

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
			1	2	3	4
5	6 9:30 a.m. Personnel/Bylaws Olympus Room	7	8	9 11:00 a.m. Sacramento City PC Meeting Capital City Multipurpose Room, 7220 24th Street Sacramento 95823 9:00 a.m. San Juan PC Meeting General Davie Center 1500 Dom Way Sacramento 95864	10	11 6:00 – 9:00 p.m. PC/PAC End-of-Year Parent Appreciation Shriners Hospital 2425 Stockton Blvd
12	13	14 9:00 a.m. Elk Grove PC Meeting Prairie PreK 2 5251 Valley Hi Drive Sacramento 95823 1:00 p.m. Budget/Planning Committee meeting	15 5:15 p.m. WCIC PC Meeting 3555 3rd Avenue Sacramento 95817	16 8:30 a.m. Twin Rivers PC Meeting 155 Morey Avenue Sacramento 95838	17 1:00 p.m. Parent Ambassador Olympus Room	18
19	20	21 9:00 a.m. PAC Meeting SETA Board Room	22	23 9:00 a.m. PAC Executive Committee Meeting Olympus Room	24 12:30 p.m. MAACC Meeting Olympus Room	25
26	27	28 9:00 a.m. PC Meeting SETA Board Room	29	30 9:00 a.m. PC Executive Committee Meeting Olympus Room	31	

PC/PAC CALENDAR OF EVENTS

<u>EVENT</u>	<u>DATE</u>
PC/PAC Social/Hospitality Committee	Thursday, September 25, 2014 10:30 a.m. Olympus Room
Men's Activities Affecting Children Committee (MAACC) Meeting	Friday, September 26, 2014 12:30 p.m. – 1:30 p.m. Olympus Room
PC/PAC Personnel/Bylaws Committee	Monday, October 6, 2014 9:30 a.m. Olympus 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)
PAC Food Service Committee	Thursday, October 16, 2014 10:30 a.m. – 12:00 p.m. Oak Room
PC/PAC Budget/Planning Committee	Tuesday, October 14, 2014 1:00 p.m. Oak Room
Health Services Advisory Committee	Wednesday, October 15, 2014 5:30 p.m. – 7:00 p.m. Sequoia Room

PARENT/FAMILY SUPPORT UNIT EVENTS AND ACTIVITIES

EVENT

DATE

Men's Activities Affecting Children Committee (MAACC) Meeting	Friday, September 26, 2014 12:30 – 1:30 p.m. Olympus Room
PC/PAC Men's Activities Affecting Children Committee	Friday, October 31, 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

September 2014

*We Serve 1% Lowfat Milk

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 3	 <p>1</p>	<p>2</p> <p>Breakfast: Kashi Berry Blossoms Cereal, Orange, Milk Lunch: Beef Ravioli, Mini Whole Grain Bun, Spinach Salad, Orange, Milk Snack: Apple Slices, Sun Butter</p>	<p>3</p> <p>Breakfast: Whole Wheat Biscuit, Diced Peaches, Milk Lunch: Chicken Fajitas, Whole Kernel Corn, Cantaloupe, Milk Snack: Raspberry Yogurt Fruit Cup</p>	<p>4</p> <p>Breakfast: Whole Wheat Bagel, Banana, Milk Lunch: Sliced Turkey on Whole Wheat Bread, Baby Carrots, Tangerine or Strawberries, Milk Snack: Cottage Cheese, Pineapple Tidbits</p>	<p>5</p> <p>Breakfast: Banana Muffin Loaf, Orange, Milk Lunch: Swiss-American Cheese on Whole Wheat Tortilla, Zucchini Sticks, Canned Apricots, Milk Snack: Milk, Strawberry Waffle Crackers</p>
Week 4	<p>8</p> <p>Breakfast: Rice Krispies Cereal, Cantaloupe, Milk Lunch: Beef Hamburger, Whole Wheat Bun, Whole Kernel Corn, Orange, Milk Snack: Cheese-It Crackers, Canned Fruit Mix</p>	<p>9</p> <p>Breakfast: Whole Wheat Bagel, Pineapple Tidbits, Milk Lunch: Teriyaki Chicken, Brown Rice, Sunomono Salad, Canned Apricot, Milk Snack: Whole Grain Cheerios Cereal, Milk</p>	<p>10</p> <p>Breakfast: Oatmeal Cereal, Banana, Milk Tidbits, Milk Lunch: Cheese Enchilada and Sauce, Green Salad, Orange, Milk Snack: Nutri Grain Bar, Diced Peaches</p>	<p>11</p> <p>Breakfast: French Toast Sticks, Canned Apricots, Milk Lunch: Turkey and Cheese Rollup in a Whole Wheat Tortilla, Cole Slaw Salad, Diced Mango, Milk Snack: Strawberry Yogurt, Banana</p>	<p>12</p> <p>Breakfast: Blueberry Muffin Loaf, Apple, Milk Lunch: Tuna Salad, Wheat Thins Crackers, Baby Carrots, Cantaloupe, Milk Snack: Tropical Treats Crackers, Milk</p>
Week 5	<p>15</p> <p>Breakfast: Pancakes, Diced Pear, Milk Lunch: Chicken Patty, Whole Wheat Bun, Carrots, Canned Apricots, Milk Snack: Apple Cinnamon Crackers, Diced Mango</p>	<p>16</p> <p>Breakfast: Whole Grain Cheerios Cereal, Apple, Milk Lunch: Refried Beans, Whole Wheat Tortilla, Tomato Salsa, Strawberries or Tangerine, Milk Snack: Multi Grain Flakes Cereal, Milk</p>	<p>17</p> <p>Breakfast: Whole Wheat Biscuit, Diced Peaches, Milk Lunch: Sliced Turkey, Mini Whole Grain Bun, Potato Salad, Cantaloupe, Milk Snack: Sound Bites Crackers, Banana</p>	<p>18</p> <p>Breakfast: Oatmeal Cereal, Pineapple Tidbits, Raisins, Milk Lunch: Turkey Spaghetti, Green Salad, Canned Apricot, Milk Snack: Bean Dip, Whole Wheat Tortilla</p>	<p>19</p> <p>Breakfast: Dreamy Orange Muffin Loaf, Orange, Milk Lunch: Sliced Turkey, Whole Wheat Bread, Broccoli, Banana, Milk Snack: Apple, Cheese Stick</p>
Week 6	<p>22</p> <p>Breakfast: Oatmeal Cereal, Cantaloupe, Milk Lunch: Chicken Drumstick, Cornbread Muffin, Coleslaw, Canned Apricots, Milk Snack: Sunrise Bites Crackers, Milk</p>	<p>23</p> <p>Breakfast: Kashi Berry Blossoms Cereal, Orange, Milk Lunch: Turkey Meat Sloppy Joes, Whole Wheat Bun, Whole Kernel Corn, Apple, Milk Snack: Peach Yogurt, Banana</p>	<p>24</p> <p>Breakfast: Waffle Sticks, Diced Pear, Milk Lunch: Salisbury Beef Steak/Gravy, Mini Whole Grain Bun, Mashed Potatoes, Cantaloupe, Milk Snack: Sun Butter, Apple Slices</p>	<p>25</p> <p>Breakfast: Whole Wheat Bagel, Canned Apricots, Milk Lunch: Chicken & Noodles, Peas & Carrots, Tangerine or Strawberries, Milk Snack: Mini Whole Grain Bun, Sliced Turkey</p>	<p>26</p> <p>Breakfast: Banana Muffin Loaf, Banana, Milk Lunch: Swiss-American Cheese on Whole Wheat Bread, Broccoli, Orange, Milk Snack: Lemon Dinosaur Crackers, Milk</p>
Week 7	<p>29</p> <p>Breakfast: Crispix Cereal, Apple, Milk Lunch: Chicken, Rice, Peas/Carrots, Orange, Milk Snack: Cheese Stick, Diced Mango</p>	<p>30</p> <p>Breakfast: Oatmeal Cereal, Pineapple Tidbits, Milk Lunch: Macaroni & Cheese, Green Beans, Strawberries or Tangerine, Milk Snack: Strawberry Waffle Crackers, Milk</p>			

Septiembre 2014

*Servimos leche descremada 1%

	lunes	martes	miércoles	jueves	viernes
Semana 3	 <p>1</p>	<p>2</p>	<p>3</p>	<p>4</p>	<p>5</p>
Semana 4	<p>8</p>	<p>9</p>	<p>10</p>	<p>11</p>	<p>12</p>
Semana 5	<p>15</p>	<p>16</p>	<p>17</p>	<p>18</p>	<p>19</p>
Semana 6	<p>22</p>	<p>23</p>	<p>24</p>	<p>25</p>	<p>26</p>
Semana 7	<p>29</p>	<p>30</p>			

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 August 7, 2014 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, August 7, 2014
10:00 a.m.

- I. **Call to Order/Roll Call/Pledge of Allegiance:** Councilmember Allen Warren called the meeting to order at 10:02 a.m.

Members Present:

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

II. **Consent Items**

- A. Minutes of the July 17, 2014 Special Board Meeting
- B. Approval of Claims and Warrants
- C. Approval of Staff Recommendation for the Adult Vendor Services (VS) List
- D. Appointment of One Required Partner Member to the Sacramento Works, Inc. Board
- E. Approval to Amend Appendix A of the Conflict of Interest Code for the Sacramento Employment and Training Agency
- F. Appointment of Member to the Community Action Board
- H. Approval of Resolution to Accept Program Year (PY) 2014-15 CalWORKS Funds from the County of Sacramento, Department of Human Assistance (DHA) and Authorize the SETA Executive Director to Sign Agreement No. DHA-CW-233-15 and any Amendments to the Agreement (Robin Purdy)
- I. Ratification of Payroll Services Contract Extension

The consent items were reviewed; no questions or corrections. Mr. Thatch requested Item G be taken off the consent calendar and voted on separately since it involves money.

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

- A. Approve the July 17, 2014 minutes.
- B. Approve the claims and warrants for the period 7/10/14 through 7/31/14.
- C. Approve the addition of Creative Careers, LLC to the Adult Vendor Services list.

- D. Appoint Ms. Pam Miller to the vacant Required Partner seat on the Sacramento Works, Inc. Board of Directors.
 - E. Approve the revised Appendix A of the Conflict of Interest Code and direct Legal Counsel to forward it to the Sacramento County Board of Supervisors for ratification.
 - F. Appoint California Community Credit Union to represent the Private Sector on the SETA Community Action Board.
 - H. Review and approve resolution 2014-04, and authorize the Executive Director to sign the agreement and any amendments to the agreement.
 - I. Ratify the extension of the services contract with High Line Corporation, for an additional two (2) year term, through June 30, 2016, and authorize the Executive Director to negotiate and make any necessary modifications to the agreement.
- Roll Call Vote:
 Aye: 5 (Nottoli, Schenirer, Scherman, Yee, Warren)
 Nay: 0
 Abstention: 0

- Moved/Nottoli, second/Scherman, to approve Consent Item II-G as follows:
- G. Approve the Acceptance of Proposition 39 Funding from the California Workforce Investment Board (CWIB), Authorize the Executive Director to Execute the Funding Agreement, Modifications, or Other Documents Required by the Funding Source, and Allocate Funding to Subrecipients.
- Roll Call Vote:
 Aye: 5 (Nottoli, Schenirer, Scherman, Yee, Warren)
 Nay: 0
 Abstention: 0

III. Action Items

A. GENERAL ADMINISTRATION/SETA

- 1. **TIMED ITEM: 10:00 A.M. AND PUBLIC HEARING:** Final Reading and Approval of the Sacramento Employment and Training Agency Budget for Fiscal Year 2014-2015

The public hearing is open continued from the June meeting. Ms. Su stated that there is a net increase in the budget of \$3 million, primarily due to CalWORKS funding.

Moved/Nottoli, second/Scherman, to close the public hearing and approve the SETA budget for 2014-2015.

Roll Call Vote:
 Aye: 5 (Nottoli, Schenirer, Scherman, Yee, Warren)
 Nay: 0
 Abstention: 0

2. **TIMED ITEM: 10:00 A.M. AND PUBLIC HEARING:** Ratification of Revisions to the Salary Schedule for Head Start Parent Intern and Head Start Substitute Teacher Assistant

Mr. Roy Kim reviewed this item which is brought forward since the minimum wage was increased to \$9.00 per hour. There are two classifications that are affected by the increase with five incumbents in these classifications.

Mr. Warren opened a public hearing. There was no public testimony.

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

Roll Call Vote:

Aye: 5 (Nottoli, Schenirer, Scherman, Yee, Warren)

Nay: 0

Abstention: 0

3. Approval to Authorize Lease Negotiations for South Sacramento Job Center Office and Classroom Space

Ms. Robin Purdy reviewed the revised board item. This process began in March and the deadline was extended to July 31; three proposals were received. Staff reviewed the proposals and all were deemed non-responsive. Staff is recommending not to fund any of the proposals but to extend the RFP with an expanded area for the office space. Ms. Purdy reviewed the areas that would now be included in the RFP area.

Mr. Thatch stated that this has been a difficult search and he expects that working with a broker will produce better results. With our current lease, there is a need to leave the premises and it is a tighter time frame; he feels confident that a space will be located with a broker's assistance.

Mr. Nottoli asked why this process has been so difficult since there is already a lot of area included in the RFP and a lot of vacant buildings. Ms. Kossick stated that the lease terms include a provision that if our funding falls below a certain level, the Agency can get out of the lease. Lessors look at that and decline to submit a proposal due to that provision even though SETA has not done it in over 30 years.

Moved/Yee, second/Scherman, to approve the extension of the RFP with an expanded area for the job center office and classroom space.

Roll Call Vote:

Aye: 5 (Nottoli, Schenirer, Scherman, Yee, Warren)

Nay: 0

Abstention: 0

B. WORKFORCE DEVELOPMENT DEPARTMENT

Refugee Services: None.

Community Services Block Grant: None.

One Stop Services

1. Approve the Acceptance of Regional Industry Cluster of Opportunity (RICO) Funding from the California Workforce Investment Board (CWIB), Authorize the Executive Director to Execute the Funding Agreement, Modifications, or Other Documents Required by the Funding Source, and Allocate Funding to RICO Collaborating Entities

Ms. Purdy stated that this is a continuation of a grant targeting alternative fuel. Partners in this collaboration include Valley Vision, American River College, SARTA, and Sacramento Clean Cities Coalition; all have been included as a sole source provider. The coalition is under City of Sacramento's umbrella.

Moved/Yee, second/Schenirer, to approve the acceptance of the RICO grant funding from the CWIB in the amounts of \$175,000 for the Talent Pipeline project and \$125,000 for the Sustainability project and authorize the Executive Director to execute the funding agreements, any modifications, or other documents required by the funding source, and enter into subcontracts with collaborating organizations.

Roll Call Vote:

Aye: 5 (Nottoli, Schenirer, Scherman, Yee, Warren)

Nay: 0

Abstention: 0

2. Approval to Augment Sacramento Works Training Center (SWTC) and On-the-Job Training/Subsidized Employment (OJT/SE) Providers

Ms. Purdy stated that this agenda item adds additional slots to providers procured last year. The Agency received expanded funding from DHA and these funds will target CalWORKs customers.

Moved/Yee, second/Nottoli, to approve the augmentation of WIA Adult and CalWORKs funds in the amount of \$58,280 to Crossroads Diversified Services to provide an additional 10 (3 WIA Adult; 7 CalWORKs) OJT/SE opportunities to SWTC customers. The following is the breakdown by funding source:

- WIA Adult \$34,984
- CalWORKs \$23,296

ESE Augmentations -

Approve augmenting the existing ESE and OJT/SE providers CalWORKs funds in the amounts reflected below to expand the provision of intensive job retention

and job development services, and OJT contract development, including the payment of wage subsidies under SETA's CalWORKs ESE program:

Agency	Amount	# of Participants
Asian Resources, Inc.	\$75,130	10
Bach Viet Association, Inc.	69,020	10
Folsom Cordova Community Partnership	76,550	10
La Familia Counseling Center	71,050	10
Lao Family Community Development	78,290	10
NSBIF	86,955	15
TOTAL	\$456,995	65

Roll Call Vote:

Aye: 5 (Nottoli, Schenirer, Scherman, Yee, Warren)

Nay: 0

Abstention: 0

- Approval to Augment Existing Workforce Investment Act (WIA), Title I, Youth Program Providers to Cover Additional Costs Due to an Increase in California's Minimum Wage

Ms. Purdy stated that this is a cleanup item for youth providers to ensure the providers can pay the youth the new minimum wage.

Moved/Scherman, second/Yee, to approve the augmentation recommendation for the WIA, Title I, Youth Program providers for PY 2014-15 as follows:

	PY 2014-15 Allocations	Recommended Augmentation	Recommended Revised PY 2014-15 Allocations
Out-of-School Youth			
Asian Resources, Inc.	\$245,728	\$7,233	\$252,961
La Familia Counseling Center, Inc.	293,940	10,851	304,791
North State Building Industry Foundation	160,380	5,651	112,031
Sacramento City Unified School District	150,800	4,306	155,106
In-School Youth			
City of Sacramento Department of Parks and Recreation	228,000	10,980	238,980
Crossroads Diversified Services, Inc.	194,250	11,626	205,876
Sacramento Chinese Community Services Center, Inc.	362,880	11,195	374,075
Total		\$61,842	

Roll Call Vote:

Aye: 5 (Nottoli, Schenirer, Scherman, Yee, Warren)

Nay: 0

Abstention: 0

C. CHILDREN AND FAMILY SERVICES:

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

Ms. Denise Lee reviewed the four providers that will be augmented with the new funds. This includes start-up funds and a play structure at one of the schools.

Moved/Scherman, second/Yee, to approve the submission of the Early Head Start-Child Care Partnership and 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 120 infant/toddlers in Sacramento County.

Roll Call Vote:

Aye: 5 (Nottoli, Schenirer, Scherman, Yee, Warren)

Nay: 0

Abstention: 0

V. Information Items

- A. Review of 2013-14 Workforce Investment Act Report: Mr. Ralph Giddings reviewed the new dashboard report. This report provides a concise snapshot of performance for the last year..
- B. Report on American Express Corporate Account Rewards Points Program, FY 2014: Ms. Kossick stated that the points have been used for computer purchases and related items, and wellness support supplies.
- C. Fiscal Monitoring Reports: No questions.
- D. Employer Success Stories and Activity Report: No additional reports.
- E. Dislocated Worker Update: No additional report.

VI. Reports to the Board

- A. Chair: No report.
- B. Executive Director: Ms. Kossick wished Ms. Scherman a Happy Birthday on August 18. Ms. Kossick distributed a one-page overview of the Solutions City initiative that has started with the U. S. Conference of Mayors and Starbucks.

Staff will be attending the first coffee town hall meeting next Wednesday and will be providing whatever assistance we can regarding workforce issues.

- C. Deputy Directors: Ms. Purdy provided an update on the priority worker program on the arena. The hotline received 2,700 calls from interested people. Staff called them back and of the 2,700, 715 were assessed and 316 were referred to pre-apprenticeship training. There are now 111 in training programs. Turner Construction and Sacramento/Sierra Building & Construction Trades Council, as well as other providers are working to problem solve issues as they arise. There are 10 priority apprentices that are indentured and 10 that will be connected with the Laborers Union. Staff is working with the Carpenters Union which has established their own apprenticeship program; Matt Kelly is working with them and trying to get an apprenticeship program here in Sacramento. Job Corps has a direct connect with the Operating Engineers. So far, all of the partners are working hard to make this program work.

Mr. Warren stated that this is a big deal and it is very important to make it work. Mr. Warren will be asking SETA and Turner Construction staff to present before the City Council to give an update on identifying priority workers and contractors and keep it in the forefront. It is important to explain the impact of the arena and how it is creating a lot of opportunities for people.

Ms. Purdy stated that staff is also tracking non-union employment; there are two priority workers that went to work for a non-union construction firm.

Mr. Schenirer stated that this could model how other things are done. Perhaps a handbook can be produced on how to do this for future projects. This could be done for smaller projects such as the Whole Foods Market downtown.

Ms. Scherman suggested that if staff does produce a manual, and if we share it with others, have them pay for the manual and the expertise. Mr. Warren stated that this would be a policy decision to redirect some of the fees already paid by the developers.

- D. Counsel: None.

- E. Members of the Board: None.

- F. Public: None.

- VII. Adjournment: The meeting was adjourned at 10:51 a.m.

ITEM V
COMMITTEE REPORTS

➔ Executive Committee

Critique of the August 19, 2014 Parent Advisory Committee meeting.

GOOD!!!
Thank you management team, Ms. D'et Patterson, Ms. Brenda Campos, Ms. Lisa Carr, and Ms. Karen Gonzales for outstanding shared information and reports.
Thank you Mr. Kenneth Tate, Vice Chair for an amazing facilitation of PAC meeting.
Thank you Ms. Denise Lee, for sharing information on EHS Partnership Program.
NEEDS IMPROVEMENT
Please be on time.
Call or e-mail Ms. Marie Desha, Ms. Nancy Hogan, or Ms. Jasmine Jamison if you will not be present or on time.
Please turn off cell phone and I-pads.
REMINDERS
No eating in the Board room.
Please be recognized by the Chair before leaving your seat.

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

ITEM V (continued)
Page 2

- Personnel/Bylaws Committee: Jasmine Jamison, Kenneth Tate

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

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

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

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

NOTES:



Head Start Monthly Report

SETA Operated Program

Family Engagement Unit

August was the beginning of our new program year. The Head Start and Early Head Start program started the first day of school fully enrolled. This has been an extremely busy time for all of the staff, helping children become comfortable in a new environment, helping families be settled dropping their children off to people they are just meeting, and helping staff get to know a whole group of new children.

Family Service Workers have been very busy ensuring that all the health screening is done on children within 45 days. This process allows children, who may have an unidentified health concern, to get early intervention if necessary. Getting children to the dentist is the biggest struggle. Staff work diligently to educate parents about the importance of preventive dental care, and if there are dental issues, to get those issues cared for before they lead into a bigger health issue.

Every weekend, staff is out at community events to make sure that families and the community are aware of the wonderful services Head Start has to offer. We have been partnering with our Parent Ambassador group to have current and past parents working these events to give first hand testimonials about the quality of services and care they have received from the Head Start and Early Head Start program.

Program Support Services

Quality Assurance Monitoring Unit: QA Exit Meeting for the SETA-Operated Program HS/EHS Home Based Program was held on Friday, August 15, 2014. Review was conducted in the month of July. Unannounced safety and supervision visits at SOP centers were started in August. This is an additional monitoring activity to enhance child safety and to ensure compliance with appropriate ratio and supervision.

Training and Technical Assistance: Child file reviews and desk audit of Child Plus reports were conducted in relation to Program Information Report (PIR) that was due to Office of Head Start on August 31. During this month, delegates were also provided assistance in developing enhanced systems for safety and supervision and in tracking 45/90-day screening requirements.

Program Operations

In August, all center based teaching staff, Family Service Workers and support staff attended SUPERvision Training. This training session not only reviewed existing Supervision Policies and Procedures but also provided new strategies and tools to effectively provide safe classrooms and centers. SUPERvision includes the steps taken to ensure transitions are completed in a systematic manner.

S- Stop

U- Unite and Gather

P- Perform a Sweep

E- Exact Count

R- Roll Call & Re-Count

In addition, the agency is taking an all staff approach to ensure that safety and supervision awareness is of the highest importance and priority. This includes:

Training/ Meetings: Supervision Policy & Procedure Review (2x a year), Supervision Training with S.U.P.E.Rvision transition approach (all units), coaching available for supervision concerns, increased training on supervision for substitutes, continued meetings & communication between Union/Management;

Facilities: Facility modifications when possible, updated center/classroom safety plans, new work order follow up procedures;

Raising Awareness: Awareness of discipline/consequences related to supervision/ratio lapses, parent awareness through parent meetings & enrollment, child awareness with new PAWS safety book and activities, increased sign in/out awareness with staff and parents (Adult to adult transfer, greeting, health check);

Monitoring: Unannounced monitoring visits, new safety & supervision visit report (to be completed by multiple classifications); and

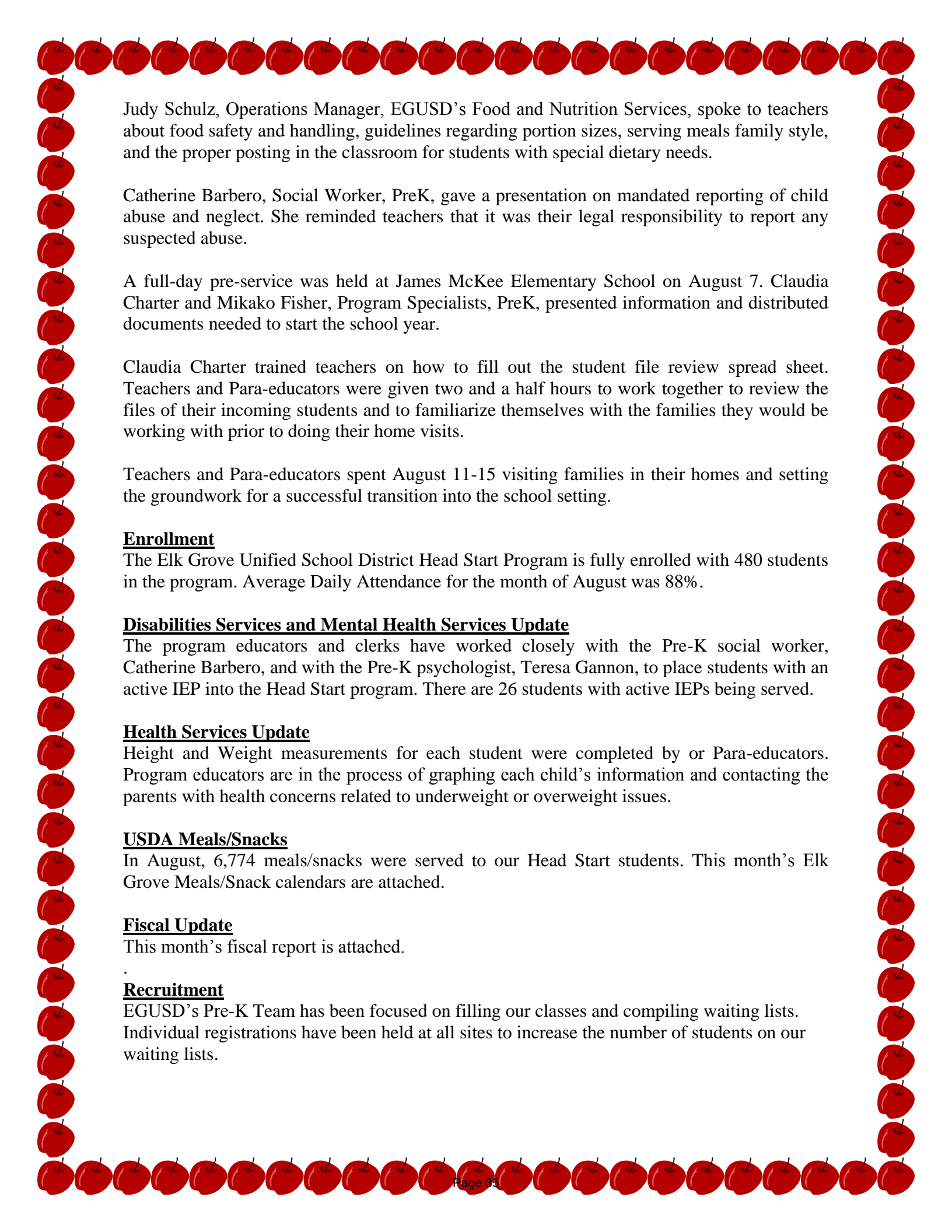
Tools/ Resources: Transition sheet modifications, ratio/staffing charts.

Elk Grove Unified School District

Education Services Update

A half-day pre-service was held in the Board Room at the Trigg Center on August 6. Dr. Sheri Pruitt, Director, Behavioral Science Integration at Kaiser Permanente, delivered a presentation titled "Increasing Parental Engagement to Support Children's Success: Five Easy Steps." She outlined five strategic questions that can be used to motivate and guide parents to engage in activities that support their children's health and educational needs. Staff feedback regarding her presentation was positive with many teachers and para-educators commenting they were pleased to have a method for conducting motivating conversations with the parents of the children in their classroom.

Connie Jacobs, school nurse for EGUSD, presented information regarding how to use an Epi-pen, how to handle bee stings, and the proper use of an inhaler. She explained the importance of having the EGUSD Medication form filled out before administering any medications to students.



Judy Schulz, Operations Manager, EGUSD's Food and Nutrition Services, spoke to teachers about food safety and handling, guidelines regarding portion sizes, serving meals family style, and the proper posting in the classroom for students with special dietary needs.

Catherine Barbero, Social Worker, PreK, gave a presentation on mandated reporting of child abuse and neglect. She reminded teachers that it was their legal responsibility to report any suspected abuse.

A full-day pre-service was held at James McKee Elementary School on August 7. Claudia Charter and Mikako Fisher, Program Specialists, PreK, presented information and distributed documents needed to start the school year.

Claudia Charter trained teachers on how to fill out the student file review spread sheet. Teachers and Para-educators were given two and a half hours to work together to review the files of their incoming students and to familiarize themselves with the families they would be working with prior to doing their home visits.

Teachers and Para-educators spent August 11-15 visiting families in their homes and setting the groundwork for a successful transition into the school setting.

Enrollment

The Elk Grove Unified School District Head Start Program is fully enrolled with 480 students in the program. Average Daily Attendance for the month of August was 88%.

Disabilities Services and Mental Health Services Update

The program educators and clerks have worked closely with the Pre-K social worker, Catherine Barbero, and with the Pre-K psychologist, Teresa Gannon, to place students with an active IEP into the Head Start program. There are 26 students with active IEPs being served.

Health Services Update

Height and Weight measurements for each student were completed by or Para-educators. Program educators are in the process of graphing each child's information and contacting the parents with health concerns related to underweight or overweight issues.

USDA Meals/Snacks

In August, 6,774 meals/snacks were served to our Head Start students. This month's Elk Grove Meals/Snack calendars are attached.

Fiscal Update

This month's fiscal report is attached.

Recruitment

EGUSD's Pre-K Team has been focused on filling our classes and compiling waiting lists. Individual registrations have been held at all sites to increase the number of students on our waiting lists.



Sacramento City Unified School District

Health and Nutrition

Sacramento City Unified School District's (SCUSD) Child Development (CHDV) Department is currently fully staffed in the area of nursing personnel! The newest staffer (nurse) comes with a strong background in nursing and technology skills and has been a very positive contribution to the program. She has also completed the School Audiology Training course for Health Care Professionals at Chico State University and has received State Certification as a School Audiometrist.

Recently, she developed a flow chart to track health forms that the parents need to submit in order to complete the registration process for their child. This document has been instrumental in assisting the nurses with expediting the registration process for children with medical needs.

A team of nurses presented the "Blood Borne Pathogens" training to Child Development staff at staff orientation/pre-service training this past month. Additionally, nurses have expended a great deal of time revising and completing the *Diaper Policy and Procedures document*, which was written in draft form last spring by assigned committee members.

Nurses continue to work, relentlessly, screening newly enrolled and prospective preschoolers for the Head Start and state program options. Both nurses worked diligently to review the class files for health concerns in order to meet the preschoolers' health needs prior to enrollment. All three nurses have been writing Emergency and Health Care Plans, preparing medication boxes for the preschool teachers and performing medication training for the teachers and instructional aides.

In an effort to ensure a safe classroom environment for preschoolers with health concerns, the lead nurse has developed an *Instruction for Substitute Teachers* cover letter and an *Evidence of Staff Medication Training* page for the Substitute Teacher binder. These new forms and their purpose were presented to the teachers and support staff during staff orientation/ pre-service. The purpose of the forms is to alert the substitute teachers of any health concerns, medication needs or special diets among enrolled preschoolers. The *Health Alert* page also serves as an active health problem(s) listing for the regular (non-substitute) preschool teacher.

Additionally, SCUSD-CHDV's lead nurse offered an online Medication training for Child Development teaching and support staff as an alternate choice to the theory portion of medication training for non-nursing personnel. Several teachers thus far have utilized this method of "e-training", available through the Health Services Department, using the district's intranet connection. The three online courses offered were "Medication Administration", "Asthma" and "Food Allergies and Anaphylaxis" and included several brief training videos. The teachers and support staff met with the nurses after the completion of the online training to discuss any questions, if any, and also to re-introduce and demonstrate processes for oral medication administration, inhaler (and spacer) use and Epi-pen administration. The teachers expressed positive feedback to the nurses regarding the options discussed during the staff medication training.

Mental Health

Training was provided to all staff on establishing Teaching Pyramid expectations in the classroom and methods/suggestions for sharing that information with parents so they may support those child behavioral expectations at home.

A meeting was held with the Family Development Credential Training Coordinator at the California Office of Head Start to begin the implementation of the training with designated staff. Social workers clearly laid out requirements and expectations for participant students. Cohort I will consist of twelve staffers that will be working towards achieving their Family Development Credential academic work. Cohort classes will begin in September and will continue through August 2015.

Family and Community Partnerships

Training was provided to all staff at during pre-service/orientation on how to make effective connections with parents. The training included a review of the Family Community Partnership process, which included reviewing the Family Worksheet with families at the first home visit/parent conference. Additionally, Child Abuse Reporting and Prevention training was provided to all staff.

Family Health and Family Engagement

Early Head Start home based staff received training on the process of providing social emotional support for pregnant and post-delivery women, including how to administer the Postpartum Depression Screener. Additionally, Early Head Start home-based staff received training on the revised family partnership agreement process, which included an introduction to the newly revised FPA forms.

The Early Head Start home visitors and the resource teachers were invited to be a part of the upcoming Teaching Pyramid Training for home visitors offered by WestEd. Social Workers will be a part of this leadership team. Some designated home visitors will also be a part of the Cohort I Family Development Credentialing Program.

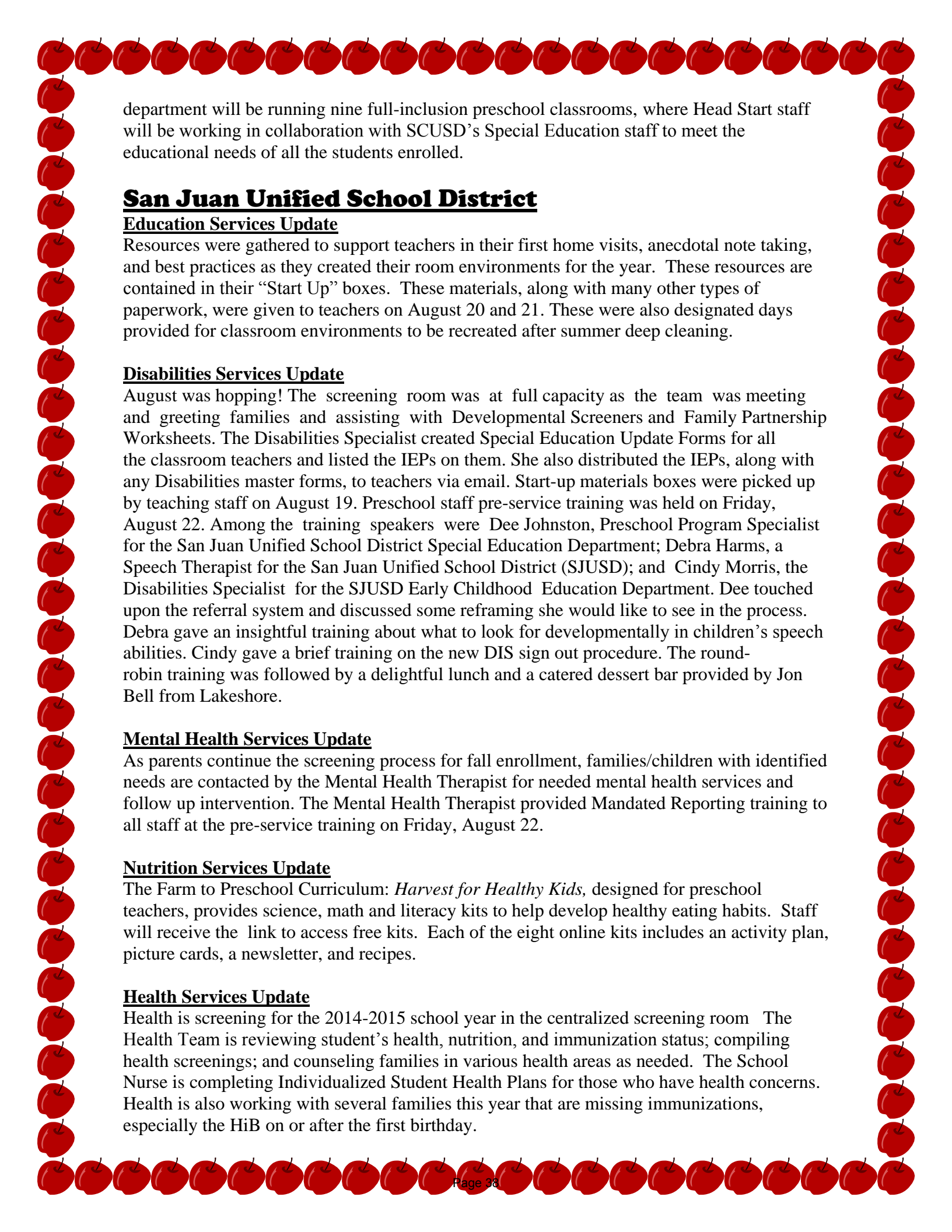
Education

During the month of August, CHDV had two days of professional learning and staff orientation trainings on August 27 & 28. Topics over the course of the two days included the new Individual Development Process, Supervision and Maintaining Adult/Child Ratios Policy, CSEFEL refresher, pedestrian safety instruction reminders, blood borne pathogens, new Diapering Policy, and child abuse reporting procedures. A one-time grant of \$9,800, through RIF (Reading is Fundamental), was awarded and was used to purchase 5,000 books to be distributed to the children and families enrolled in Early Head Start/Head Start program.

Balanced Literacy Cohorts I and II convened on August 27th, for the Balanced Literacy 2014-2015 kick-off training. Consultant Andy Hess led the training and provided resources and materials to help support the Balanced Literacy curriculum.

Special Education

CHDV is excited to begin the school year serving children with mild to significant special needs. As of August, enrollment included ten children with IFSPs in the Early Head Start Program option, and eleven children in the Head Start preschool program option. The



department will be running nine full-inclusion preschool classrooms, where Head Start staff will be working in collaboration with SCUSD's Special Education staff to meet the educational needs of all the students enrolled.

San Juan Unified School District

Education Services Update

Resources were gathered to support teachers in their first home visits, anecdotal note taking, and best practices as they created their room environments for the year. These resources are contained in their "Start Up" boxes. These materials, along with many other types of paperwork, were given to teachers on August 20 and 21. These were also designated days provided for classroom environments to be recreated after summer deep cleaning.

Disabilities Services Update

August was hopping! The screening room was at full capacity as the team was meeting and greeting families and assisting with Developmental Screeners and Family Partnership Worksheets. The Disabilities Specialist created Special Education Update Forms for all the classroom teachers and listed the IEPs on them. She also distributed the IEPs, along with any Disabilities master forms, to teachers via email. Start-up materials boxes were picked up by teaching staff on August 19. Preschool staff pre-service training was held on Friday, August 22. Among the training speakers were Dee Johnston, Preschool Program Specialist for the San Juan Unified School District Special Education Department; Debra Harms, a Speech Therapist for the San Juan Unified School District (SJUSD); and Cindy Morris, the Disabilities Specialist for the SJUSD Early Childhood Education Department. Dee touched upon the referral system and discussed some reframing she would like to see in the process. Debra gave an insightful training about what to look for developmentally in children's speech abilities. Cindy gave a brief training on the new DIS sign out procedure. The round-robin training was followed by a delightful lunch and a catered dessert bar provided by Jon Bell from Lakeshore.

Mental Health Services Update

As parents continue the screening process for fall enrollment, families/children with identified needs are contacted by the Mental Health Therapist for needed mental health services and follow up intervention. The Mental Health Therapist provided Mandated Reporting training to all staff at the pre-service training on Friday, August 22.

Nutrition Services Update

The Farm to Preschool Curriculum: *Harvest for Healthy Kids*, designed for preschool teachers, provides science, math and literacy kits to help develop healthy eating habits. Staff will receive the link to access free kits. Each of the eight online kits includes an activity plan, picture cards, a newsletter, and recipes.

Health Services Update

Health is screening for the 2014-2015 school year in the centralized screening room. The Health Team is reviewing student's health, nutrition, and immunization status; compiling 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. Health is also working with several families this year that are missing immunizations, especially the HiB on or after the first birthday.



Family and Community Partnerships Update

The Policy committee met on August 12 to conduct some business to help get ready for the upcoming school year. The representatives heard the results of the Federal Review, as well as the approval of new staff. Representatives were also given information about a Male Involvement Program being formed at SETA and a need for volunteers for this group. The September meeting will finish up the 2013-2014 school year, and representatives who may have children leaving the preschool program for kindergarten were encouraged to attend this final meeting.

Transition Services Update

The school year started with the staff completing home visits. It has been a great experience for both students and families. At the end of the 2013-2014 program year, articulation cards were delivered to the kindergarten sites that last year's students are now attending. This is a great tool for kindergarten teachers to learn about the students before they even meet them. Both of these transition strategies are a great way for students to be successful.

Program Support/Staff Training Update

August 22 was the Pre-Service Training Day for preschool staff. Teachers were trained in the process of special education referrals, universal precautions, blood borne pathogens, hand washing and health conditions, the supervision policy/procedure/monitoring, and mandated reporting. Additionally, the general education resources provided in the "Start Up" boxes were discussed. One resource which was highlighted was the *Tips for Parents* resource in English and Spanish. This resource covers different strategies for parents in regard to oral language and literacy in the home. The other education focus was the Staff Calendar, which contains a pacing guide for the implementation of the integrated curricula of *Houghton Mifflin* themes and *Creative Curriculum Studies, Second Step* (social emotional curriculum), and *Math*. Added research highlights align teachers' work with the Preschool Learning Foundations and Curriculum Frameworks volume 1-3. There are also new Literacy Resources reflecting the new School Readiness focus in the Three Year Goals for 2015-2017.

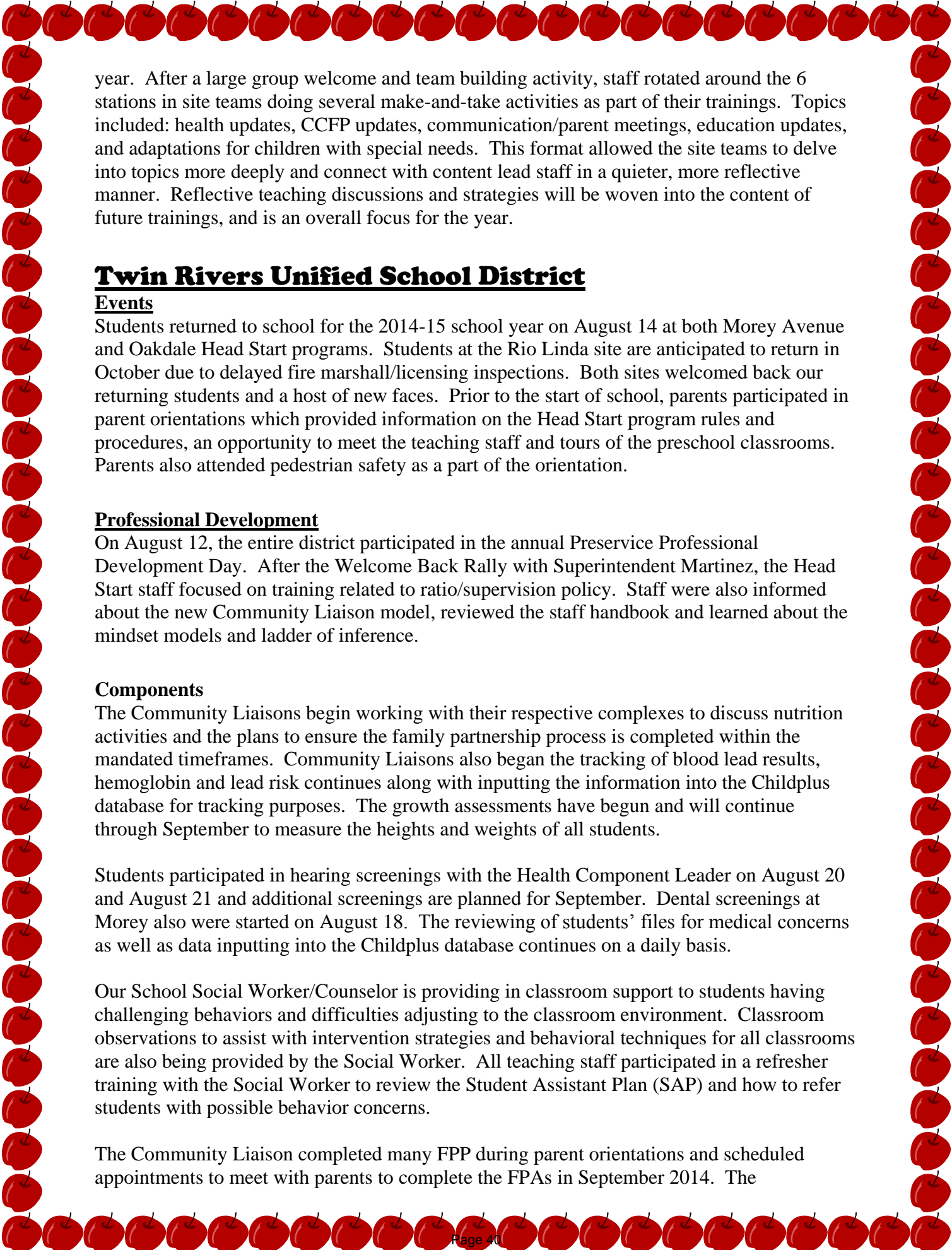
Fiscal Update

The month of August represents two occasions for the fiscal staff: the closing of the prior fiscal year, and the preparation for the beginning of the current fiscal year. It has been a busy month as both the June Final Report/Invoice and the July Final Closeout for Head Start and Early Head Start report is due to SETA. Closing the prior fiscal year is not just for Head Start and Early Head Start, however, but also includes all of the Child Development Programs that are operated under Fund 12. Preparing for the new year is also a challenge as preparation is made for purchasing needed items for the new year and preparing the required 45 day Budget Revision for the District.

Early Head Start

This month, the children who were home visiting during the summer had a fun Socialization at Swanston Park before either returning to their classroom program mid-month or moving on to a preschool program. The new combo class started mid-month as well, with children and their teacher settling into the new two-days-a-week routine.

All the EHS staff participated in the "Passport to Infant Toddler" training on August 13th, with stations representing different countries and covering all the topics needed for the new school



year. After a large group welcome and team building activity, staff rotated around the 6 stations in site teams doing several make-and-take activities as part of their trainings. Topics included: health updates, CCFP updates, communication/parent meetings, education updates, and adaptations for children with special needs. This format allowed the site teams to delve into topics more deeply and connect with content lead staff in a quieter, more reflective manner. Reflective teaching discussions and strategies will be woven into the content of future trainings, and is an overall focus for the year.

Twin Rivers Unified School District

Events

Students returned to school for the 2014-15 school year on August 14 at both Morey Avenue and Oakdale Head Start programs. Students at the Rio Linda site are anticipated to return in October due to delayed fire marshall/licensing inspections. Both sites welcomed back our returning students and a host of new faces. Prior to the start of school, parents participated in parent orientations which provided information on the Head Start program rules and procedures, an opportunity to meet the teaching staff and tours of the preschool classrooms. Parents also attended pedestrian safety as a part of the orientation.

Professional Development

On August 12, the entire district participated in the annual Preservice Professional Development Day. After the Welcome Back Rally with Superintendent Martinez, the Head Start staff focused on training related to ratio/supervision policy. Staff were also informed about the new Community Liaison model, reviewed the staff handbook and learned about the mindset models and ladder of inference.

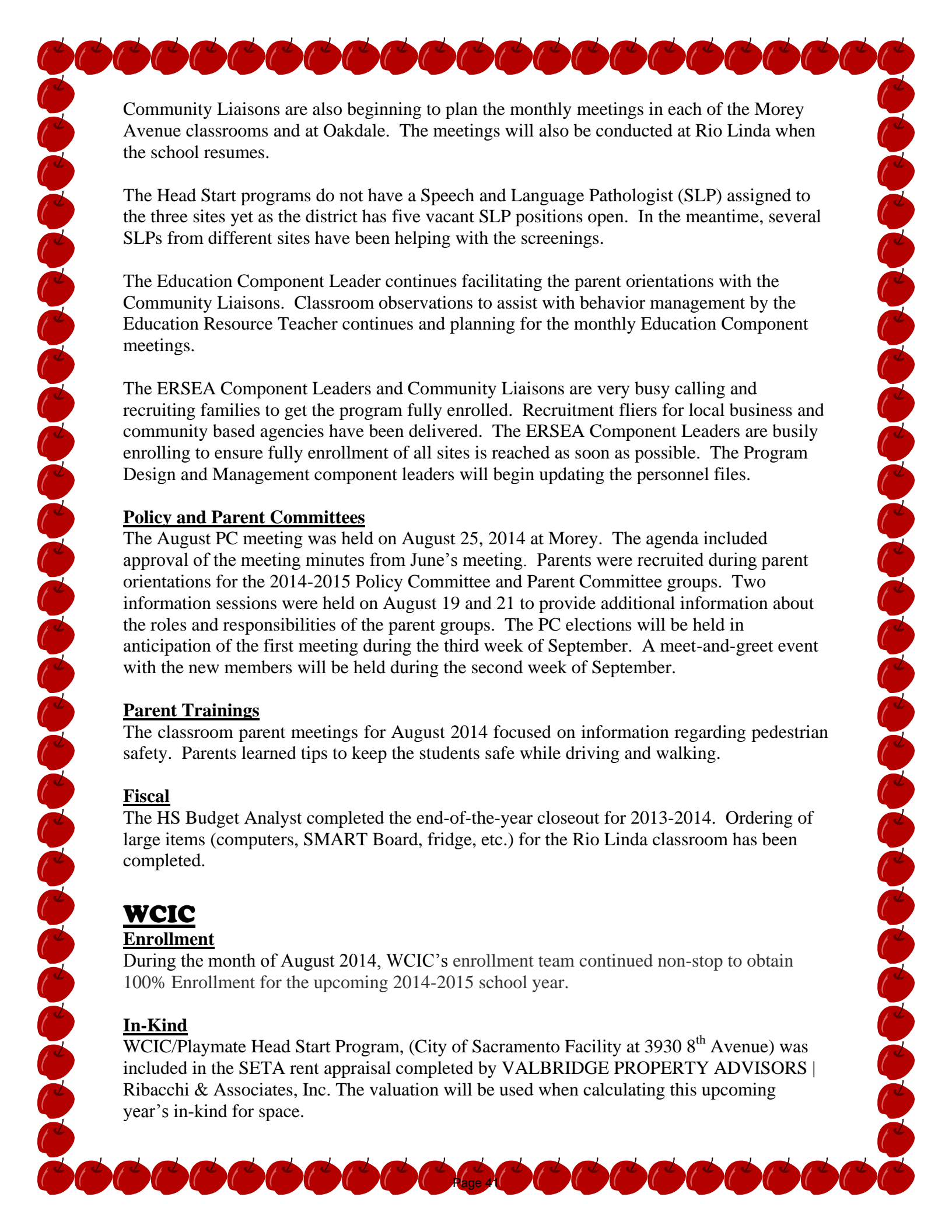
Components

The Community Liaisons begin working with their respective complexes to discuss nutrition activities and the plans to ensure the family partnership process is completed within the mandated timeframes. Community Liaisons also began the tracking of blood lead results, hemoglobin and lead risk continues along with inputting the information into the Childplus database for tracking purposes. The growth assessments have begun and will continue through September to measure the heights and weights of all students.

Students participated in hearing screenings with the Health Component Leader on August 20 and August 21 and additional screenings are planned for September. Dental screenings at Morey also were started on August 18. The reviewing of students' files for medical concerns as well as data inputting into the Childplus database continues on a daily basis.

Our School Social Worker/Counselor is providing in 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. All teaching staff participated in a refresher training with the Social Worker to review the Student Assistant Plan (SAP) and how to refer students with possible behavior concerns.

The Community Liaison completed many FPP during parent orientations and scheduled appointments to meet with parents to complete the FPAs in September 2014. The



Community Liaisons are also beginning to plan the monthly meetings in each of the Morey Avenue classrooms and at Oakdale. The meetings will also be conducted at Rio Linda when the school resumes.

The Head Start programs do not have a Speech and Language Pathologist (SLP) assigned to the three sites yet as the district has five vacant SLP positions open. In the meantime, several SLPs from different sites have been helping with the screenings.

The Education Component Leader continues facilitating the parent orientations with the Community Liaisons. Classroom observations to assist with behavior management by the Education Resource Teacher continues and planning for the monthly Education Component meetings.

The ERSEA Component Leaders and Community Liaisons are very busy calling and recruiting families to get the program fully enrolled. Recruitment fliers for local business and community based agencies have been delivered. The ERSEA Component Leaders are busily enrolling to ensure fully enrollment of all sites is reached as soon as possible. The Program Design and Management component leaders will begin updating the personnel files.

Policy and Parent Committees

The August PC meeting was held on August 25, 2014 at Morey. The agenda included approval of the meeting minutes from June's meeting. Parents were recruited during parent orientations for the 2014-2015 Policy Committee and Parent Committee groups. Two information sessions were held on August 19 and 21 to provide additional information about the roles and responsibilities of the parent groups. The PC elections will be held in anticipation of the first meeting during the third week of September. A meet-and-greet event with the new members will be held during the second week of September.

Parent Trainings

The classroom parent meetings for August 2014 focused on information regarding pedestrian safety. Parents learned tips to keep the students safe while driving and walking.

Fiscal

The HS Budget Analyst completed the end-of-the-year closeout for 2013-2014. Ordering of large items (computers, SMART Board, fridge, etc.) for the Rio Linda classroom has been completed.

WCIC

Enrollment

During the month of August 2014, WCIC's enrollment team continued non-stop to obtain 100% Enrollment for the upcoming 2014-2015 school year.

In-Kind

WCIC/Playmate Head Start Program, (City of Sacramento Facility at 3930 8th Avenue) was included in the SETA rent appraisal completed by VALBRIDGE PROPERTY ADVISORS | Ribacchi & Associates, Inc. The valuation will be used when calculating this upcoming year's in-kind for space.



Administration

Ms. Davis, Executive Director/Head Start, and Team continued WCIC's building clean up, personnel required updates, and reorganization, during the month of August 2014, which also included the following: New Hire Licensing Updates, Fire Inspections, Licensing Facility Roster Verifications, etc.

Information Memorandums and Program Information Reports

ACF-PI-HS-14-03 Electronic Grant Applications and Program Communications

ACF-IM-HS-14-04 Bus Transportation and Safety

SETA Head Start/Early Head Start

Monthly Program Enrollment Report for School Year 2013 to 2014

Period: August 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	21	11	69%	15	94%
Crossroad Gardens	8	21	6	75%	8	100%
Elkhorn	16	21	13	81%	15	94%
Job Corp	16	21	12	75%	16	100%
Marina Vista ELC	8	21	7	88%	8	100%
Mather	8	21	5	63%	7	88%
Norma Johnson	8	21	6	75%	7	88%
Northview	8	21	7	88%	8	100%
Phoenix Park	8	21	7	88%	8	100%
Sharon Neese	16	21	12	75%	15	94%

SETA Head Start/Early Head Start

Monthly Program Enrollment Report for School Year 2013 to 2014

Period: August 2014

Full Day Classes						
			Present Only		Present/Excused	
Center Name	Funded Enrollment	Total Days	ADA	% ADA	ADA	%ADA
Crossroad Gardens	44	21	33	75%	39	89%
Elkhorn	22	21	18	82%	20	91%
Freedom Park	44	21	36	82%	40	91%
Hillsdale	44	21	31	70%	39	89%
Job Corp	22	21	13	59%	17	77%
Marina Vista ELC	44	21	28	64%	34	77%
Mather	22	21	12	55%	19	86%
Norma Johnson	22	21	17	77%	18	82%
North Avenue	22	21	8	36%	9	41%
Northview	22	21	14	64%	19	86%
Phoenix Park	22	21	14	64%	19	86%
Sharon Neese	44	21	34	77%	41	93%

SETA Head Start/Early Head Start

Monthly Program Enrollment Report for School Year 2013 to 2014

Period: August 2014

Part Day Classes						
			Present Only		Present/Excused	
Center Name	Funded Enrollment	Total Days	ADA	% ADA	ADA	%ADA
Alder Grove ELC	40	4	24	60%	30	75%
Auberry Park	40	4	31	78%	38	95%
Bannon Creek	80	20	53	66%	63	79%
Bright Beginnings	80	4	62	78%	71	89%
Crossroad Gardens	20	20	15	75%	18	90%
Elkhorn	80	20	60	75%	73	91%
Freedom Park	80	20	56	70%	69	86%
Fruitridge	80	21	56	70%	66	83%
Galt	120	20	78	65%	97	81%
Grizzly Hollow	40	4	35	88%	37	93%
Hillsdale	80	20	49	61%	62	78%
Hopkins Park	80	20	42	53%	54	68%
Illa Collin	40	4	19	48%	21	53%
Kennedy Estates	40	4	27	68%	33	83%
La Verne Stewart	40	20	31	78%	36	90%
Marina Vista ELC	20	20	11	55%	15	75%
Mather	80	21	39	49%	59	74%
Nedra Court	60	20	40	67%	50	83%
Norma Johnson	40	20	29	73%	35	88%
North Avenue	80	20	49	61%	57	71%
Northview	80	20	52	65%	70	88%
Phoenix Park	40	20	27	68%	34	85%
Solid Foundation	80	20	50	63%	64	80%
Strizek Park	40	20	27	68%	36	90%
Vineland	40	4	30	75%	32	80%
Walnut Grove	20	4	12	60%	14	70%

SETA Head Start/Early Head Start Enrollment Report						
(Enrollment as of the last service day of the month)						
Last Service Day of Month: 08/29/2014						
Site	Loc Id	# Enrolled	# Present	# Absent	# Term W/I 30	Total
Alder Grove ELC	1247A	13	7	6	1	14
Alder Grove ELC	1247B	19	15	4	0	19
Auberry Park	1238A	18	13	5	0	18
Auberry Park	1238B	20	17	3	0	20
Bannon Creek	1200A	14	9	5	7	21
Bannon Creek	1200B	17	11	6	7	24
Bannon Creek	1200C	17	15	2	10	27
Bannon Creek	1200D	18	15	3	3	21
Bright Beginnings	1201A	19	14	5	3	22
Bright Beginnings	1201B	19	13	6	2	21
Bright Beginnings	1201C	19	18	1	1	20
Bright Beginnings	1201D	17	13	4	0	17
Crossroad Gardens	1242A	20	16	4	5	25
Crossroad Gardens	1242R	22	16	6	7	29
Crossroad Gardens	1242X	22	17	5	6	28
Elkhorn	1255A	19	17	2	4	23
Elkhorn	1255B	19	14	5	6	25
Elkhorn	1255C	20	17	3	5	25
Elkhorn	1255D	18	16	2	7	25
Elkhorn	1255X	21	19	2	6	27
Freedom Park	1239A	19	13	6	5	24
Freedom Park	1239B	20	15	5	6	26
Freedom Park	1239C	20	19	1	6	26
Freedom Park	1239D	17	12	5	3	20
Freedom Park	1239R	19	14	5	11	30
Freedom Park	1239X	22	18	4	6	28
Fruitridge	1216A	18	15	3	4	22
Fruitridge	1216B	19	15	4	5	24
Fruitridge	1216C	20	14	6	5	25
Fruitridge	1216D	20	12	8	7	27
Galt	1234A	17	15	2	13	30
Galt	1234B	19	14	5	5	24
Galt	1234C	17	15	2	7	24
Galt	1234D	13	11	2	7	20
Galt	1234E	19	19	0	10	29
Galt	1234F	16	14	2	7	23
Grizzly Hollow	1252A	19	17	2	0	19
Grizzly Hollow	1252B	18	17	1	0	18
Hillsdale	1228A	20	12	8	6	26
Hillsdale	1228B	17	13	4	7	24
Hillsdale	1228C	17	10	7	6	23

Hillsdale	1228D	17	16	1	5	22
Hillsdale	1228R	21	17	4	6	27
Hillsdale	1228X	21	14	7	7	28
Hopkins Park	1253A	19	14	5	4	23
Hopkins Park	1253B	9	6	3	5	14
Hopkins Park	1253C	12	9	3	6	18
Hopkins Park	1253D	18	15	3	3	21
Illa Collin	1221A	13	13	0	2	15
Illa Collin	1221B	8	6	2	2	10
Job Corp	1237X	16	10	6	7	23
Kennedy Estates	1240A	20	18	2	2	22
Kennedy Estates	1240B	18	11	7	4	22
La Verne Sterwart	1219A	19	15	4	8	27
La Verne Sterwart	1219B	19	14	5	4	23
Marina Vista ELC	1246A	15	11	4	5	20
Marina Vista ELC	1246R	18	11	7	6	24
Marina Vista ELC	1246X	17	11	6	5	22
Mather	1223A	12	11	1	7	19
Mather	1223B	16	14	2	6	22
Mather	1223C	17	11	6	5	22
Mather	1223D	16	6	10	5	21
Mather	1223X	19	10	9	5	24
Nedra Court	1244A	15	12	3	7	22
Nedra Court	1244B	19	12	7	1	20
Nedra Court	1244C	18	11	7	6	24
Norma Johnson	1214A	19	13	6	4	23
Norma Johnson	1214B	19	16	3	6	25
Norma Johnson	1214X	18	16	2	6	24
North Avenue	1256A	14	12	2	6	20
North Avenue	1256B	13	12	1	6	19
North Avenue	1256C	17	17	0	10	27
North Avenue	1256D	17	11	6	8	25
North Avenue	1256X	7	7	0	9	16
Northview	1224A	18	13	5	13	31
Northview	1224B	18	12	6	10	28
Northview	1224C	19	12	7	14	33
Northview	1224D	18	17	1	6	24
Northview	1224X	18	14	4	10	28
Phoenix Park	1248A	14	13	1	6	20
Phoenix Park	1248B	19	14	5	8	27
Phoenix Park	1248X	19	15	4	4	23
Sharon Neese	1249R	21	18	3	7	28
Sharon Neese	1249X	22	19	3	2	24
Solid Foundation	1254A	15	13	2	4	19
Solid Foundation	1254B	20	11	9	2	22

Solid Foundation	1254C	16	14	2	7	23
Solid Foundation	1254D	16	13	3	4	20
Strizek Park	1225A	20	14	6	6	26
Strizek Park	1225B	1	0	1	10	11
Vineland	1211A	19	18	1	1	20
Vineland	1211B	16	16	0	2	18
Walnut Grove	1235A	15	10	5	0	15
Alder Grove Infant/Toddler Center	1212M	8	4	4	0	8
Alder Grove Infant/Toddler Center	1212U	8	3	5	1	9
Crossroad Gardens	1242U	8	5	3	0	8
Elkhorn	1255M	8	8	0	2	10
Elkhorn	1255U	7	7	0	1	8
Job Corp	1237M	8	7	1	1	9
Job Corp	1237U	8	6	2	1	9
Marina Vista ELC	1246U	8	6	2	0	8
Mather	1223U	7	6	1	2	9
Norma Johnson	1214U	8	7	1	1	9
Northview	1224U	8	6	2	0	8
Phoenix Park	1248U	8	8	0	1	9
Sharon Neese	1249M	8	5	3	2	10
Sharon Neese	1249U	8	8	0	0	8
TOTALS for Head Start		1727	1340	387	512	2239
HS Totals	1617					
Drops w/in 30	500					
P/S Home Base	118					
Total	2235					
EHS Totals	110					
Drops w/in 30	12					
EHS Home Base	142					
River Oaks	60					
SCOE	36					
Total	360					
GRAND TOTAL	2595					



SETA Head Start Food Service Operations Monthly Report *August 2014

August 25th - Traditional Classes return from Summer Break.
Kennedy Estates Center closed due to no water.

August 29th - Phoenix Park Center afternoon classes closed due to no water.

Meetings:
None.

Total Number of Meals and Snacks Prepared for All Kitchens

Lunch	PM Snack	Breakfast	Field Trips
35,398	21,600	24,360	0

Total Amount of Meals and Snacks Prepared 81,358

Purchases:

Food	\$67,853.01
Non - Food	\$15,295.08

Building Maintenance and Repair: \$2,190.48

Janitor & Restroom Supplies \$0.00

Kitchen Small Wares and Equipment: \$3,523.66

Vehicle Maintenance and Repair : \$915.98

Vehicle Gas / Fuel: \$1,985.00
Normal Delivery Days 21

SPECIAL EDUCATION REPORT

Sacramento County Head Start/Early Head Start
(As of 08/30/14)

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 (243)	6 (2 %)	N/A
Elk Grove USD (480)	26 (5 %)	N/A
Sacramento City USD (1312)(144)	11 (0.8 %)	10 (7%)
San Juan USD (700) (160)	70 (10%)	9 (6 %)
WCIC (120)***	0 (%)	N/A
SETA (2002) (349)	118 (6 %)	44 (12%)
County (4857)* (653)**	231 (5%)	63 (10%)

AFE = Annual Funded Enrollment

%AFE = Percentage of Annual Funded Enrollment

***WCIC was not in operation for the month of August 2014

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: