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Thought for the Day: "All your dreams come true, if you have the courage to pursue them."

Author: Walt Disney

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

Date: Tuesday, March 19, 2013

Time: 9:00 a.m.

Location: SETA Boardroom
925 Del Paso Blvd.
Sacramento, CA 95815

While the Head Start Parent Advisory Committee (PAC) welcomes and encourages participation in the Committee meetings, it would be appreciated if you would limit your comments to five minutes so that everyone may be heard. Matters under the jurisdiction of the Head Start Parent Advisory Committee and not on the posted agenda may be addressed by the general public under the Public Participation item of this agenda. The Head Start Parent Advisory Committee limits testimony on matters not on the agenda to five minutes per person and not more than fifteen minutes for a particular subject.

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- A. Standing Information 18-33
- PC/PAC Calendar of Events: Ms. LaTasha Windham
 - Parent/Family Support Unit Events and Activities: Ms. LaTasha Windham
 - Parent/Staff Recognitions: Ms. LaTasha Windham
 - California Head Start Association Conference Report: Ms. LaTasha Windham
 - Fiscal Report/Corporate Card Monthly Statement of Account: Mr. Roy Kim (attached)
 - Child Care Center Food Menu (attached)
 - Community Resources-Parents/Staff: Ms. LaTasha Windham
- B. Governing Board Minutes of December 6, 2012 Meeting (attached) 34-41

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- A. Executive Committee: Ms. LaTasha Windham
- B. Budget/Planning Committee: Mr. Jonathan White, Ms. Iyshiah Lacey, Ms. Alma Amaya, Ms. Mayra Partida, Ms. LaTasha Windham, Ms. Alicia Kafka
- C. Personnel/Bylaws Committee: Ms. Mayra Partida, Ms. Alma Amaya, Ms. Shelly Fuentes, Ms. Iyshiah Lacey, Mr. Johnny Sanders, Ms. LaTasha Windham, Ms. Alicia Kafka
- D. Social/Hospitality Committee: Ms. Shelly Fuentes, Mr. Jonathan White, Mr. Marshaun Tate, Ms. Vanessa Hawkins, Ms. Colleen Fietzek, Ms. Shelly Fuentes, Ms. Marlem Medrano, Ms. LaTasha Windham, Ms. Iyshiah Lacey, Ms. Alma Amaya, Ms. Rosa Gomez, Ms. Zoila Lucero, Ms. Alicia Kafka
- E. Male Involvement Committee: Mr. Marshaun Tate, Mr. Jonathan White, Ms. Iyshiah Lacey, Ms. LaTasha Windham, Ms. Mayra Partida, Mr. Johnny Sanders
- F. Community Partnerships Advisory Committee (CPAC): Ms. Alma Amaya, Ms. Mayra Partida, Ms. Iyshiah Lacey, Ms. LaTasha Windham, Ms. Alicia Kafka
- G. Health Services Advisory Committee (HSAC): Mr. Jonathan White, Mr. Marshaun Tate, Mr. Johnny Sanders, Ms. Marlem Medrano, Ms. Iyshiah Lacey, Ms. Mayra Partida, Ms. Alma Amaya, Ms. LaTasha Windham, Ms. Alicia Kafka

VI. Other Reports 44-79

- Chair's Report: Ms. LaTasha Windham
- Policy Council Report(s): Ms. LaTasha Windham, Ms. Teresa Jay, Ms. Iyshiah Lacey, Ms. Mayra Partida, and Ms. Marshaun Tate
- Head Start Deputy Director's Monthly Report – Ms. Denise Lee
- ✓ Monthly Head Start Report
- Managers' Reports
 - Program Support Services Report – Ms. Brenda Campos
 - Parent/Family Support Report – Ms. Lisa Carr
 - ✓ Countywide Parent Conference Update

- Child Development and Education Services Report – Ms. Karen Gonzales
 - ✓ School Readiness (a year in review)
 - ✓ Region Reports (attached)

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IX. Adjournment

DISTRIBUTION DATE: WEDNESDAY, MARCH 13, 2013

Parent Advisory Committee (PAC) meeting hosted by:
LaTasha Windham, Chair; Iyshiah Lacey, Vice Chair; Shelly Fuentes, Secretary;
Jonathan White, Treasurer; Mayra Partida, Parliamentarian

ITEM I - A – ROLL CALL

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

- ___ Vacant, Auberry Park Head Start
- ___ **Alma Amaya, Bannon Creek Head Start,**
- ___ Vacant, Broadway Early Learning Center
- ___ **Vanessa Hawkins, Country Wood Head Start**
- ___ Vacant, Crossroad Gardens Head Start
- ___ **Mayra Partida, Early Head Start (Home Base)**
- ___ **Marlem Medrano, Elkhorn Head Start**
- ___ **Rick Mason, Freedom Park Head Start**
- ___ **Rosa Gomez, Fruitridge Head Start**
- ___ Vacant, Galt Head Start
- ___ **Alicia Kafka, Grizzly Hollow**
- ___ **Teressa Jay, Hillsdale Head Start**
- ___ **Colleen Fietzek, Home Based Head Start**
- ___ Vacant, Home Base
- ___ Vacant, Hopkins Park Head Start
- ___ **LaTasha Windham, Illa Collin Head Start**
- ___ Vacant, Job Corps Head Start
- ___ Vacant, Kennedy Estates Head Start
- ___ Vacant, LaVerne Stewart Head Start
- ___ **Yadira Lopez, (Marie Cleveland's) Bright Beginning Head Start**
- ___ **Iyshiah Lacey, Mather Head Start**
- ___ **Praveena Chaudhary, Nedra Court Head Start**
- ___ Vacant, New Helvetia I Head Start
- ___ Vacant, New Helvetia II Head Start
- ___ Vacant, Norma Johnson Head Start
- ___ Vacant, North Avenue
- ___ Vacant, Northview Head Start
- ___ **Marshaun Tate, Parker Head Start**
- ___ Vacant, Phoenix Park Head Start
- ___ Vacant, Sharon Neese Early Learning Center
- ___ Vacant, Solid Foundation Head Start
- ___ Vacant, Strizek Park Head Start
- ___ **Shelly Fuentes, Vineland Head Start**
- ___ Vacant, Walnut Grove Head Start
- ___ Vacant, Foster Parent Representative
- ___ Vacant, Grandparent Representative
- ___ Vacant, Male Involvement Representative
- ___ **Johnny Sanders, Past Parent/Community Representative**
- ___ **Zoila Lucero, Past Parent/Community Representative**

ITEM I-A – ROLL CALL
(Continued)

Program Year 2012-2013 - New Representatives to be seated

<input type="checkbox"/> Melinda Phan, Auberry Head Start	<input type="checkbox"/> Jonathan White, Male Involvement Representative
<input type="checkbox"/> Diana Arriaga, Crossroad Gardens Head Start	<input type="checkbox"/> Tanisha Hardy, North Avenue Head Start
<input type="checkbox"/> Pamela Keisey, Kennedy Estates Head Start	<input type="checkbox"/> Misty Sanders, Sharon Neese Early Learning Center
<input type="checkbox"/> Vacant, Galt Head Start	<input type="checkbox"/> Vacant, Northview Head Start
<input type="checkbox"/> Vacant, Home Base Head Start Representative	<input type="checkbox"/> Vacant, Phoenix Park
<input type="checkbox"/> Vacant, Hopkins Park Head Start	<input type="checkbox"/> Vacant, Solid Foundation Head Start
<input type="checkbox"/> Vacant, Job Corps Head Start	<input type="checkbox"/> Vacant, Strizek Park Head Start
<input type="checkbox"/> Vacant, LaVerne Stewart Head Start	<input type="checkbox"/> Vacant, Walnut Grove Head Start
<input type="checkbox"/> Vacant, New Helvetia I Head Start	<input type="checkbox"/> Vacant, Foster Parent Representative
<input type="checkbox"/> Vacant, New Helvetia II Head Start	<input type="checkbox"/> Vacant, Grandparent Representative
<input type="checkbox"/> Vacant, Norma Johnson Head Start	

ITEM I – B

PAC MEETING ATTENDANCE UPDATE

**The PAC was seated on November 20, 2012 & December 18, 2012
PARENT ADVISORY COMMITTEE MEETING ATTENDANCE PROGRAM
YEAR 2012-2013**

COMMITTEE MEMBER	CENTER	11/20	12/18		01/15	02/26	03/19	04/16	05/21	06/18	07/16	08/20	09/17	10/15	11/19
Melinda Phan Seated	AP														
Alma Amaya Seated 11/20	BC	X	U		X										
Vacant Seated	BLC														
Vacant	COP														
Vanessa Hawkins Seated 1/15	CW		E		X										
Jasmine Birmingham Seated	CR	E	U		U										
Mayra Partida Seated 11/20	EHS/HB	X	X		X										
Vacant	EHS/HB														
Marlem Medrano Seated 11/20	EL	X	U		X										
Rick Mason Seated 12/18	FP		X		U										
Rosa Gomez Seated 11/20	FT	X	X		X										
Vacant	G														
Alicia Kafka Seated 11/20	GH	X	X		X										
Teressa Jay Seated 11/20	H	X	X		X										
Colleen Fietzek Seated 11/20	HB	X	X		X										
Vacant	HB														
LaTasha Windham Seated 8/21	IC	X	X		X										
Vacant Seated	HP														
Vacant	JC														
Pamela Keisey Seated	K														
Vacant Seated	LVS														
Yadira Lopez Seated 11/20	MCBB	X	X		X										
Vacant Seated	GSC														
Ilyshiah Lacey Seated 11/20	M	X	X		X										
Tanisha Hardy Seated	NA														
Praveena Chaudhary Seated 12/18	NC		X		X										
Seated	NJ														
Vacant	NH2														
Seated	NV														
Marshaun Tate Seated 11/20	PA	X	X		X										
Asontic Hudson Seated	PP				U										
Vacant	SF														
Misty Sanders Seated	SN														

COMMITTEE MEMBER	CENTER	11/20	12/18		01/15	02/26*	03/19	04/16	05/21	06/18	07/16	08/20	09/17	10/15	11/19
Victoria Torres Seated	SP		U		U										
Shelly Fuentes Seated 11/20	V	X	X		X										
Seated	WG														
Vacant	FPR														
Seated	GPR														
Jonathan White Seated	MIR														
	OGC														
Johnny Sanders Seated 11/20	PPR	X	U		X										
Zoila Lucero Seated 11/20	PPR	X	X		X										

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. LaTasha Windham, at 821-8959 or 400-3546, or the Clerk of the Boards, Ms. Nancy Hogan, at 263-3827.

***No meeting was held 2/26/13**

**PARENT ADVISORY COMMITTEE - MEETING ATTENDANCE UPDATE
PROGRAM YEAR 2012-2013
(Continued)**

Head Start Center Abbreviations

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

Representative Abbreviations

FPR:	Foster Parent Representative
GPR:	Grandparent Representative
MIR:	Male Involvement Representative
OGC:	Out Going Chair
PPR:	Past Parent Representative

Attendance Record Abbreviations

X:	Present
E:	Excused
AP:	Alternate Present
AE:	Alternate Excused
U:	Unexcused
PAC:	Parent Advisory Committee
R:	Resigned
S/B:	Should be, or should have been (seated)
CD:	Child Dropped.

ITEM II-A – CONSENT

APPROVAL OF MINUTES OF THE JANUARY 15, 2013 PAC MEETING

BACKGROUND:

This agenda item provides an opportunity for the Parent Advisory Committee to review and approve the minutes of the January 15, 2013 PAC meeting.

RECOMMENDATION:

Approve the minutes of the January 15, 2013 PAC meeting.

NOTES:

ACTION: Moved: _____ Second: _____

VOTE: Aye _____ Nay: _____ Abstain: _____

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

Minutes/Synopsis

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

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

Tuesday, January 15, 2013
9:00 a.m.

I. Welcome

Call to Order/Roll Call: Ms. LaTasha Windham called the meeting to order at 9:00 a.m.; the Pledge of Allegiance was recited. Ms. Windham read the Thought of the Day. Ms. Shelly Fuentes called the roll call.

Members Present:

Mayra Partida
Rosa Gomez
Teresa Jay
Colleen Fietzek
Yadira Lopez
Iyshiah Lacey
Marshaun Tate (arrived at 9:03 a.m.)
Joseph Washington
Shelly Fuentes
LaTasha Windham
Jonathan White
Praveena Chaudhary
Johnny Sanders
Marlem Medrano
Zoila Lucero
Vanessa Hawkins
Alma Amaya
Anthony Nelson (arrived at 9:09 a.m.)
Alicia Kafka (arrived at 10:02 a.m.)

Members Absent:

Rick Mason (unexcused)

➤ **Seating and Introduction of New Member:**

- ⇒ Ms. Vanessa Hawkins, a representative from Country Wood Head Start, was seated and welcomed to the board.

- ⇒ New Representatives not present:
 - ❖ Jasmine Burmingham, Crossroad Gardens Head Start (unexcused)
 - ❖ Ms. Asontie Hudson, Phoenix Park Head Start (unexcused)
 - ❖ Ms. Victoria Torres, Strizek Park Head Start (unexcused)

II. Consent Item

A. Approval of Minutes for PAC Regular Meeting December 18, 2012

Minutes were reviewed; no corrections.

Moved/Chaudhary, second/Sanders, to approve the minutes of the December 18, 2012 meeting.

Show of hands vote: Aye: 16, Nay: 0, Abstentions: 2 (Nelson & Windham)

III. Action Items

A. Selection of Parent Advisory Committee Board Member Committees 2012-2013

1. Personnel/Bylaws: Mayra Partida, Parliamentarian; Alma Amaya, Shelly Fuentes, Iyshiah Lacey, Johnny Sanders, Anthony Nelson, LaTasha Windham
2. Budget/Planning Committee: Jonathan White, Treasurer; Anthony Nelson, Joseph Washington, Iyshiah Lacey, Alma Amaya, Mayra Partida, LaTasha Windham, Christy Washington (alt)
3. Social/Hospitality Committee: Shelly Fuentes, Secretary; Jonathan White, Treasurer; Marshaun Tate, Vanessa Hawkins, Colleen Fietzek, Joseph Washington, Shelly Fuentes, Marlem Medrano, LaTasha Windham, Iyshiah Lacey, Alma Amaya, Rosa Gomez, Zoila Lucero, Anthony Nelson, Alicia Kafka, Christy Washington (alt)
4. Program Area Committees:
⇒ Early Childhood & Health Services Committee & Parent/Family Support Committee: Vanessa Hawkins, Yadira Lopez, Iyshiah Lacey, Shelly Fuentes, Joseph Washington, Mayra Partida, Praveena Chaudhary, Anthony Nelson, Teressa Jay, LaTasha Windham, Elizabeth Hubbard (alt)

Speaker before the Board:

Ms. Elizabeth Hubbard asked if alternates could be on the committees; she's an alternate at the Hillsdale Head Start. It was agreed that Ms. Elizabeth Hubbard would be added to the Early Childhood & Health Services Committee & Parent/Family Support Committee.

5. Monitoring & Evaluation: Committee of the whole.

6. Food Services Committee: Praveena Chaudhary, Mayra Partida, Shelly Fuentes, Johnny Sanders, Iyshiah Lacey, LaTasha Windham, Alicia Kafka, Christy Washington (alt)

7. Male Involvement Committee: Marshaun Tate, Jonathan White, Iyshiah Lacey, LaTasha Windham, Mayra Partida, Joseph Washington, Anthony Nelson, Johnny Sanders
8. Parent Ambassador Committee: Anthony Nelson, Joseph Washington, Mayra Partida, Alma Amaya, Shelly Fuentes, Iyshiah Lacey, LaTasha Windham, Yadira Lopez, Marlem Medrano, Johnny Sanders, Christy Washington (alt).

Moved/Nelson, second/Sanders, to ratify member committee selection in which they will participate.

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

- B. Selection of Representatives to the SETA Head Start Health Services Advisory Committee

Ms. Denise Lee reviewed the purpose of this committee.

Those interested in joining the committee: Jonathan White, Marshaun Tate, Johnny Sanders, Marlem Medrano, Iyshiah Lacey, Mayra Partida, Alma Amaya, Joseph Washington, Anthony Nelson, LaTasha Windham, Alicia Kafka, Christy Washington (alt)

Moved/Chaudhary, second/Tate, to select representatives to serve on the Health Services Advisory Committee.

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

- C. Selection of Community Partnerships Advisory Committee (CPAC) Representative

Mr. Jonathan White read the background for this board item. Ms. Denise Lee provided additional information.

Those interested in joining the committee: Alma Amaya, Joseph Washington, Mayra Partida, Iyshiah Lacey, LaTasha Windham, Alicia Kafka, Christy Washington (alt)

Moved/White, second/Partida, to ratify the members wishing to serve on the Community Partnership Advisory Committee.

Show of hands vote: Aye: 15, Nay: 0, Abstentions: 1 (Windham)
(Mr. Nelson and Ms. Chaudhary out of the room during the vote.)

IV. Information Items

A. Standing Information

- PC/PAC Calendar of Events: Ms. Windham reviewed the calendar.
- Parent/Family Support Unit Events and Activities: Clarification of Food service committee and parent conference planning.

- Parent/Staff Recognitions: Ms. Windham introduced Ms. Alexis Peters, River Oak and Ms. Erika Franzen, Sacramento County office of Education. Ms. Lee stated that these programs are partners with SETA. They work on our Early Head Start program.

Alexis Peters, River Oak Center for Children, introduced herself and stated that she used to work at a therapeutic pre-school. River Oak is primarily a children's mental health agency working with kids from birth to age 21. There are a variety of programs including parent/child interaction therapy which is used a lot in Early Head Start. River Oak also has a juvenile justice program to keep kids out of the juvenile justice system.

Erika Franzen, Sacramento County Office of Education: Ms. Franzen spoke of their school readiness program. SCOE also has an infant development program for kids zero to three years of age. Project Teach is a program that works with homeless families. Ms. Franzen stated that it has been a very exciting partnership with SETA/Head Start.

Ms. Windham introduced her mother, Mrs. Ruth Brown. Mrs. Brown came to the podium and stated she was on the Policy Council and is a grandparent raising grandchildren. This has been very challenging but rewarding.

Former PAC member, Ms. Donna McClish Calamay was introduced. She stated that she, too, is a grandmother raising grandchildren.

Ms. Alicia Kafka arrived at 10:02 a.m.

- Fiscal Report/Corporate Card Monthly Statement of Account: Mr. Roger Bartlett reviewed the fiscal report ended December 31. Expenditures are on track with county-wide results showing 37% expended. The administration expenses are running at 9.9%. The in-kind match is running behind; the Agency is required to have 25% in-kind match and it is currently at 22%. This does not include a waiver of \$400,000 that a couple of delegate agencies have received. The recording for the non-federal share lags behind a couple of months. The overall grant for SETA is around 41.3% spent. The credit card expenditures were reviewed.

Mr. Frank Lara was introduced. Mr. Lara stated that he worked at the Los Angeles County of Education and did the review of the SETA/Head Start program in 1999. Mr. Lara stated that he has been so impressed with the process and board at SETA.

- National Head Start Parent Conference Report: No questions.
- PC/PAC Orientation & Officer Training Reports: Ms. Lacey spoke of how much she learned at the training.
- Child Care Center Food Menu: No questions or comments.

- Community Resources-Parents/Staff: Ms. Windham reviewed the community resources. Ms. Lacey also spoke of the Crisis Nursery that is available to all parents. They serve children from zero to five years of age.

Mr. Nelson spoke about the services provided by Birth and Beyond.

Ms. Fietzek spoke of the Alternatives Pregnancy Center; this program has helped her through a difficult pregnancy.

Ms. Praveena Chaudhary asked about the parent volunteer hours. Mr. Roger Bartlett reviewed the chart that shows summary by center of the parent volunteer hours that have been logged and entered into the system. Mr. Bartlett stated that it is crucial for parents to log all of their volunteer hours.

Ms. Lee stated that this report has been provided at leadership meetings to show the updated non-federal share of hours. This is the non-federal match that is required. This board represents each center and it is important for members to see how the various centers are doing with the non-federal share. Ms. Lee urged board members to share this information with their home center parents.

Ms. Alma Amaya stated that she noticed that there are a lot of parents that do not log in their hours at her center. It was recommended that Ms. Amaya suggest in the parent meetings that the parents log in their time.

Ms. Windham inquired why her center shows no in-kind hours. Ms. Lee encouraged Ms. Windham to connect with her site supervisor to ensure the numbers are being submitted.

- B. Governing Board Minutes of November 1, 2012: No questions or comments.

V. Committee Reports

- Executive Committee: Ms. Chaudhary read the meeting critique.

VI. Other Reports

- Chair's Report: No report.
- Policy Council Report(s): Ms. Lacey referred members to the NHSA reports and acknowledged the former chair and Ms. Lewis for their reports.
- Head Start Deputy Director's Monthly Report: Ms. Lee reported that the Agency is in the middle of a week-long self-assessment and some parents have agreed to participate in the safe environment assessment. The self-assessment is a comprehensive look at our program and systems utilizing external consultants and internal screeners. There are 36 people involved in the self assessment. The exit interview will be provided Friday at 1:30 p.m. A written report will be given at the next month's meeting. In the next 12-18 months, Federal reviewers

will be here to do a Federal review of the program. The self assessment provides an opportunity to improve areas of need prior to the Federal review.

The Budget/Planning Committee will begin working on the budget for the next grant application which is due in May.

➤ **Managers' Reports**

- Program Support Services Report: No report.
- Parent/Family Support Report: No report.
- Child Development and Education Services Report: No report.

VII. Discussion

Mr. Bartlett was asked about the petty cash for centers. Mr. Bartlett stated that this is money set aside for the center and represents reimbursements that the teachers will submit for going to the Dollar Store for classroom supplies. It is not a fund at the center. The reimbursement is done on a monthly basis according to how quickly the teachers submit their receipts. There is a separate fund of money set aside for field trips.

Mr. Washington asked about the Special Education report. Ms. Lee stated that it is a report that shows county-wide how many children are being serviced that have an identified special need and have an IEP. The Agency is required to serve a minimum of 10% special education children of our enrollment. The Agency is currently meeting the requirement. This report is provided monthly.

Ms. Medrano inquired how she would be notified of upcoming committee meetings. Ms. Hogan replied that the PC/PAC joint committee notifications go out every month both electronically and by mail.

VIII. Public Participation: None.

IX. Adjournment: The meeting was adjourned at 10:50 a.m.

ITEM III-A – ACTION

APPROVAL OF SELECTION CRITERIA FOR ENROLLMENT
IN HEAD START

BACKGROUND:

It is required on annual basis for the Policy Council to review and approve the Countywide Selection Criteria for Head Start programs. There have been no updates to the Selection Criteria since the board's last review/approval in 2012.

The Selection Criteria for Sacramento County Head Start meets all requirements contained in 45 CFR 1305 Eligibility, Recruitment, Selection, Enrollment and Attendance and updated guidelines in accordance with the Head Start Act of 2008.

A copy of the Selection Criteria is included in this packet.

Staff will be available to answer questions.

RECOMMENDATION:

That the Policy Council approves the Head Start Selection Criteria for Sacramento County as attached.

NOTES:

ACTION: Moved: _____ Second: _____

VOTE: Aye _____ Nay: _____ Abstain: _____

HEAD START SELECTION CRITERIA SACRAMENTO COUNTY

Instructions: Place an “X” by the category that is applicable to applicant. Selection is based on the “X” that is the highest on the scale.

The following criteria is to be used when prioritizing Waiting Lists for enrollment:

- Within the same priority ranking, selection is based on the application received first.
- If applications are received on the same date, the oldest child will be selected.
- Each delegate/grantee agency has the option to determine transfer criteria within its own program.
- All efforts will be made to enroll children with certified Special Education needs to meet the mandated minimum service level of 10% per program.
- For State Collaborative, families must meet Head Start income and age requirements (unless waived) and State admissions priorities.

1. 2nd year enrollment within Sacramento County. _____
2. Transfer Head Start child to the same or another Sacramento Head Start agency within the same program option (full day, part day, home base). _____
3. Transition from Early Head Start whose family meets Federal Income Guidelines. _____
4. A previously enrolled child (who dropped on good standing) who requests to return to original agency within 60 days whose family meets Federal Income Guidelines. _____
5. Documented High Risk Families (with child 4-years-old) who meet Federal Income Guidelines having one or more of the following situations within the past year, and/or referred by a community/professional agency:
 - abuse (physical, substance, sexual & emotional abuse)
 - homeless
 - foster care
 - death of a parent/guardian, sibling
 - other special circumstances (which shall include a child with diagnosed disability (s)). _____
6. 4-year-old child whose family meets Federal Income Guidelines. _____
7. Documented High Risk families (with child 3-years-old) who meet Federal Income Guidelines having one or more of the following situations within the past year, and/or referred by a community/professional agency:
 - abuse (physical, substance, sexual & emotional abuse)
 - homeless
 - foster care
 - death of a parent/guardian, sibling
 - other special circumstances (which shall include a child with diagnosed disability (s)). _____
8. 3-year-old child whose family meets Federal Income Guidelines. _____
9. 4-year-old child whose family exceeds Federal Income Guidelines 101 to 130% (waiver necessary). _____
10. 4-year-old child whose family exceeds Federal Income Guidelines with no cap (waiver necessary). _____
11. 3-year-old child whose family exceeds Federal Income Guidelines 101 to 130% (waiver necessary). _____
12. 3-year-old child whose family exceeds Federal Income Guidelines with no cap (waiver necessary). _____

Head Start Staff Signature

Date

Child's Name

Date of Birth

Date of Application

Status Enrolled Date Enrolled: _____ Waiting List

ITEM III-B – ACTION

APPROVAL OF SELECTION CRITERIA FOR ENROLLMENT
IN EARLY HEAD START

BACKGROUND:

It is required on annual basis for the Policy Council to review and approve the Countywide Selection Criteria Early Head Start programs. There have been no updates to the Selection Criteria since the board's last review/approval in 2012.

The Selection Criteria for Sacramento County Early Head Start meets all requirements contained in 45 CFR 1305 Eligibility, Recruitment, Selection, Enrollment and Attendance and updated guidelines in accordance with the Head Start Act of 2008.

A copy of the Selection Criteria is included in this packet.

Staff will be available to answer questions.

RECOMMENDATION:

That the Policy Council approves the Early Head Start Selection Criteria for Sacramento County as attached.

NOTES:

ACTION: Moved: _____ Second: _____

VOTE: Aye _____ Nay: _____ Abstain: _____

EARLY HEAD START SELECTION CRITERIA: SACRAMENTO COUNTY

Unless otherwise indicated, all applicants must meet Head Start Family Income Guidelines

INSTRUCTIONS: Place an “X” by the category(s) that is applicable to applicant. Selection is based on the “X” that is the highest on the scale (#1 being the highest).

The following criteria is to be used when prioritizing Waiting Lists for enrollment:

- For #8 – 15, within the same priority ranking, selection is based on the application received first.
- If applications are received on the same date, selection for enrollment will be based on individual family needs.
- Center based availability to be determined by individual child’s age and family need.
- For State Collaboratives, families must meet Early Head Start income and age requirements (unless waived) and State admissions priorities.

The Early Head Start program can consider individual child and family needs

1. Transfer Early Head Start child within Sacramento County with documentation. _____

2. Family with a child birth to 36 months of age, referred by Sacramento County Office of Education Infant Development Program and/or other Part C providers with a current IFSP. NOTE: Of these referrals, up to 10% may exceed Federal Income Guidelines. It is necessary to complete an income waiver before enrollment can be considered. Within the same priority ranking, selection is based on the age of the applicant, with the youngest applicant receiving priority.

3. A previously enrolled child (who dropped on good standing) who requests to return to original agency within 60 days. _____

4. Pregnant woman/parent/guardian under 22 years of age with a child birth to 12 months of age having one or more documented family situations within the past year such as:
 - Abuse (physical, substance, sexual & emotional)
 - Foster care
 - Death of a parent/guardian, sibling
 - Homelessness
 - Parent with developmental delay or other disabling conditionWithin the same priority ranking, selection is based on the age of the applicant, with the youngest applicant receiving priority. _____

5. Pregnant woman/parent/guardian under 22 years of age with a child 13 to 36 months of age having one or more documented family situations within the past year such as:
 - Abuse (physical, substance, sexual & emotional)
 - Foster care
 - Death of a parent/guardian, sibling
 - Homelessness
 - Parent with developmental delay or other disabling conditionWithin the same priority ranking, selection is based on the age of the applicant, with the youngest applicant receiving priority. _____

6. Pregnant woman/parent/guardian under 22 years of age with a child birth to 12 months of age. Within the same priority ranking, selection is based on the age of the applicant, with the youngest applicant receiving priority.

7. Pregnant woman/parent/guardian under 22 years of age with a child 13 to 36 months of age. Within the same priority ranking, selection is based on the age of the applicant, with the youngest applicant receiving priority. _____

- 8. Pregnant woman/parent/guardian over 21 years of age with a child birth to 12 months of age having one or more documented family situations within the past year such as:
 - Abuse (physical, substance, sexual & emotional)
 - Foster care
 - Death of a parent/guardian, sibling
 - Homelessness
 - Parent with developmental delay or other disabling condition
- 9. Pregnant woman/parent/guardian over 21 years of age with a child 13 to 36 months of age having one or more documented family situations within the past year such as:
 - Abuse (physical, substance, sexual & emotional)
 - Foster care
 - Death of a parent/guardian, sibling
 - Homelessness
 - Parent with developmental delay or other disabling condition
- 10. Pregnant woman/parent/guardian over 21 years of age with a child birth to 12 months of age.
- 11. Pregnant woman/parent/guardian over 21 years of age with a child 13 to 36 months of age.
- 12. Pregnant woman/parent/guardian under 22 years of age with a child birth to 12 months of age who exceeds Federal Income Guidelines 101 to 130% (waiver necessary).
- 13. Pregnant woman/parent/guardian under 22 years of age with a child birth to 12 months of age who exceeds Federal Income Guidelines with no cap (waiver necessary).
- 14. Pregnant woman/parent/guardian under 22 years of age with a child 13 to 36 months of age who exceeds Federal Income Guidelines 101 to 130% (waiver necessary).
- 15. Pregnant woman/parent/guardian under 22 years of age with a child 13 to 36 months of age who exceeds Federal Income Guidelines with no cap (waiver necessary).
- 16. Pregnant woman/parent/guardian over 21 years of age with a child birth to 12 months of age who exceeds Federal Income Guidelines 101 to 130% (waiver necessary).
- 17. Pregnant woman/parent/guardian over 21 years of age with a child birth to 12 months of age who exceeds Federal Income Guidelines with no cap (waiver necessary).
- 18. Pregnant woman/parent/guardian over 21 years of age with a child 13 to 36 months of age who exceeds Federal Income Guidelines 101 to 130% (waiver necessary).
- 19. Pregnant woman/parent/guardian over 21 years of age with a child 13 to 36 months of age who exceeds Federal Income Guidelines with no cap (waiver necessary).

Head Start Staff Signature

Date

Child's Name

Date of Birth

Status:

Enrolled Date Enrolled: _____

Waiting List

ITEM IV-A – INFORMATION

STANDING INFORMATION

BACKGROUND:

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

- A. Standing Information
- PC/PAC Calendar of Events: Ms. LaTasha Windham
 - Parent/Family Support Unit Events and Activities: Ms. LaTasha Windham
 - Parent/Staff Recognitions: Ms. LaTasha Windham
 - California Head Start Association Conference Report: Ms. LaTasha Windham
 - Fiscal Report/Corporate Card Monthly Statement of Account: Mr. Roy Kim (attached)
 - Child Care Center Food Menu (attached)
 - Community Resources-Parents/Staff: Ms. LaTasha Windham

NOTES:

PC/PAC CALENDAR OF EVENTS

<u>EVENT</u>	<u>DATE</u>
PAC Executive Committee Meeting	Thursday, March 21, 2013 10:30 a.m. Olympus Room
PC/PAC Personnel/Bylaws Committee	Friday, March 22, 2013 1:00 p.m. Olympus Room
Male Involvement Committee	Wednesday, March 27, 2013 10:00 a.m. – 11:30 a.m. Olympus Room
PC Executive Committee Meeting	Thursday, March 28, 2013 10:30 a.m. Board Room
Countywide Parent Conference Planning Meeting	Thursday, March 28, 2013 9:00 – 11:00 a.m. Olympus Room
Parent Conference Planning Committee	Thursday, April 11, 2013 9:00 a.m. Olympus Room
Social/Hospitality Committee	Friday, April 12, 2013 9:00 a.m. Olympus Room
Community Partnership Advisory Committee Meeting	Thursday, April 18, 2013 9:00 – 10:30 a.m. Redwood Room
PAC Executive Committee Meeting	Thursday, April 18, 2013 10:30 a.m. Olympus Room
County-wide Parent Conference	Saturday, April 20, 2013 9:00 a.m.-3:00 p.m. Charles A. Jones Skills & Business Ctr. 5451 Lemon Hill Ave. Sacramento, CA

PC/PAC CALENDAR OF EVENTS

(continued)

<u>EVENT</u>	<u>DATE</u>
PC Executive Committee Meeting	Thursday, April 25, 2013 10:00 a.m. Olympus Room
PC/PAC Personnel/Bylaws Committee Meeting	Friday, April 26, 2013 9:30 a.m. Olympus Room
Countywide Parent Leadership Institute	Date/location soon to be announced.

PARENT/FAMILY SUPPORT UNIT EVENTS AND ACTIVITIES

<u>EVENT</u>	<u>DATE</u>
Male Involvement Committee	Wednesday, March 27, 2013 10:00 a.m. – 11:30 a.m. Olympus Room
Countywide Parent Conference Planning Meeting	Thursday, March 28, 2013 9:00 – 11:00 a.m. Olympus Room
Parent Conference Planning Committee	Thursday, April 11, 2013 9:00 a.m. Olympus Room
County-wide Parent Conference	Saturday, April 20, 2013 9:00 a.m.-3:00 p.m. Charles A. Jones Skills & Business Ctr. 5451 Lemon Hill Ave. Sacramento, CA

California Head Start Association

San Diego, California

Conference

“Riding the Wave of Excellence”

February 4-5

By Marshaun Tate

The CHSA was held in San Diego, CA this year and as a new PAC/PC representative this was my first experience at a Head Start event. The conference was kicked off by an entertaining original dance and song selection. Then Mr. Stedman Graham opened with his keynote speech. The topic was self-examination and identity. Stedman spoke about self-engagement and not allowing oneself to be placed in a “box”. That box being stereotypes and assumptions based on race, religion, and personal beliefs. He spoke of how an old man Mr. Ta would always put him down and tell him he was too dumb and would never amount to anything.

He spoke of how he had to learn to “straighten up my back, because the only way someone could ride my back was if my head was down and my back was bent.” His point was that we need to have self-confidence first. In order to have self-confidence and self-respect, he said, “We must have love.” He said, in order to break the cycle, change our habits, and empower ourselves so that we can utilize the resources around us. The resources around us can be the internet, literature, and continued education to name a few. Those resources take a person from being the slave to the owner, the consumer to the producer, and most importantly a follower to a leader. After an awesome speech by Stedman we were released to the workshops.

The first workshop I attended was; **Building Communities and Schools by Involving Men**. The presenter was Grey Johnson; Los Angeles Unified School District Early Education Principal. He spoke about how our fathers and father figures play an important role in the child’s social and emotional development. One fact that he presented that really stood out to me was in 1960; nearly 80% of households had both parents. As of today, nearly 25% of households have both parents. That number can be associated to the rise of many other social issues, according to Bill Clinton who stated “The single biggest social problem in our society may be the growing absence of fathers from their children’s homes because it contributes to so many other social

problems.” Some obstacles we spoke of that could contribute to men not being involved were work issues, ego, lack of family support, and or blended family/co-parenting issues. Some solutions to those obstacles could be to speak with the employer and explain the situation, encourage the family members to assist if needed, and to have open and honest communication with all family members so that everyone is on the same page with parenting practices.

I also attended the workshop; **Looking Through a Common Lens: Effective Parent Engagement from both a Parent and Administrators Perspective.** The presenters were Rachelle Pastor Arizmendi and Ben Alcaraz. This workshop emphasized the importance of early and active engagement in the child’s life and the earlier parents get involved the more powerful the effect on the child. Studies have shown that active parental engagement in a child’s life improves grades, graduation rates, increased motivation, and self-esteem. Some ways to get actively engaged are to collaborate with your community members on creating and implementing youth programs, volunteering in the classroom, continuing to educate your child when they are at home, building better relationships and communicating with the child, and most important the parents need to continue to educate themselves as well.

The final workshop of day 1 was **Family Violence: Cycle of Violence.** The presenter was Shahrar Shafa PH.D. The focus of this workshop was identifying domestic violence, recognizing the signs, and removing yourself from the situation. Doctor Shafa is a counselor for individuals mandated by the court to complete domestic violence and or substance abuse programs. He defines domestic violence also known as family violence as a pattern of abusive behaviors by one against their partner in an intimate relationship. Children that witness domestic violence have a higher risk of transmitting the same pattern in their relationships. He also defines the cycle of violence as the build-up, the blow-up, and the make-up, only to be repeated after a




short period of remorse. Ways to avoid the violent confrontation are to be an active listener, maintain eye contact, take a “time out” from a heated argument, and if things get escalated to a point of possible irrational behavior, then post pone the discussion to a time and place where effective communication can happen. Never accept or justify domestic violence as common or acceptable behavior and immediately seek help if you are a victim of abuse. That was the conclusion to the first day of the conference.




The second day of the conference started off a little rocky for me because every workshop was completely filled. So I took the time to enjoy some of the sights of Mission Bay and a quick bite to eat at the barefoot bar & grill. After the first workshops were completed I eagerly made my way to what turned out to be my favorite and final workshop of the conference, **Male Involvement Ambassador Program-** How to get men involved and keep them involved in Head Start/Early Head Start. This workshop was presented by Tom Grayson, founder and executive director of Golden Sierra Life Skills. Tom opened his presentation with a slam poetry video. Slam poetry is a very powerful form of presenting poetry to an audience; the poet is using different tones and body gestures to articulate the story in the poem. In the video the poet told a story of a child who always questioned where his father was and why he wasn't there to teach him how to be a man, only to learn in his teens that his father was incarcerated. The boy reconnected with his father during prison visitations and his father began to explain to him and emphasize that he was a special and powerful man that can achieve anything he believes. It was a powerful and moving poem; I had goose bumps at the end. Tom mainly spoke about the need for male involvement in Head Start so that we as men, can participate in the lives of our children. The male ambassador program encourages and supports men to participate at the Head Start school sites in any way possible. Unfortunately many of the children in Head Start come from a

home where the father is not there or not actively involved and men participating in Head Start are for many children their only interaction with a male father/father figure role model. Some examples of programs that he has helped implement at his center are daddy in the picture-fathers/father figures using cameras to show men involved, daddy read to me; the men go and read to the kids at school, and many other activities that can get men involved in Head Start. Some ways to keep men involved are to make the activities fun, not just for the children but for the men as well. We should honor and acknowledge the men for their participation. We should also encourage them to keep coming back. If all else fails show them how happy it makes the kids to see a father/father figure actively participating in the school, I have learned from experience that the kids flock to the men at school. I have gone to my son's center, Parker Head Start; the kids will not let me leave the building without making sure I give everyone a high five and a hug. I would have to say that I thought Tom's presentation was the most creative and entertaining of all the workshops and the overall experience of the conference was very educational and enjoyable.

After the workshop we were treated to lunch which was accompanied by the wonderful acoustic guitar sounds of Jose-Luis Orozco. Lunch was short lived as we had to get to the airport so we could make our way back to Sacramento. I want to thank SETA Head Start for providing the opportunity and means to go to the conference as well as all my fellow board representatives who voted for me to go. I gained a lifetime of information and I hope that someone who watches my confessional can be motivated and empowered to do great things with their children. This was an experience I will always remember and I will take the information I learned and apply it to mine and my son's life.

March 2013

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 6					1 Breakfast: Whole Wheat Blueberry Muffin Loaf, Diced Apricot, Milk Lunch: Swiss Cheese on Whole Wheat Bread, Lowfat Mayonnaise, Broccoli, Dip, Orange, Milk Snack: Fish Crackers, Milk
Week 7	4 Breakfast: Crispix Cereal, Apple, Milk Lunch: Chicken Fried Brown Rice, Orange, Milk Snack: Cheese Stick, American Classic Wheat Crackers	5 Breakfast: Oatmeal, Brown Sugar, Banana, Milk Lunch: Macaroni & Cheese, Seasoned Green Beans, Strawberries or Tangerine, Milk Snack: Strawberry Waffle, Whole Grain Grahams, Milk	6 Breakfast: Dreamy Orange Whole Grain Mini Loaf, Diced Peach, Milk Lunch: BBQ Chicken on Whole Wheat Bun, Whole Kernel Corn, Cantaloupe, Milk Snack: Multigrain Corn Snacks, Diced Pear	7 Breakfast: Whole Grain Pancakes, Syrup, Apple, Milk Lunch: Beef Meat Loaf and Sauce, Mashed Potatoes, Dinner Roll, Canned Apricots, Milk Snack: Strawberry Yogurt, Fruit Cup	8 Breakfast: Rice Krispies Cereal, Banana, Milk Lunch: Roasted Turkey on Whole Wheat Bread, Carrot Sticks, Mayonnaise, Kiwi, Milk Snack: Lemon Dinosaur Crackers, Apple
Week 1	11 Breakfast: Whole Grain Pancakes, Maple Syrup, Mango Chunks, Milk Lunch: Lemon Pepper Chicken, Peas/Carrots, Steamed Brown Rice, Orange, Milk Snack: Cottage Cheese, Cheese-It Crackers	12 Breakfast: Whole Wheat Banana Muffin Bar, Orange, Milk Lunch: Beef Hamburger on whole Wheat bun, whole Kernel Corn, Pickle, Kiwi, Mustard & Ketchup, Milk Snack: String Cheese, Apple	13 Breakfast: Whole Grain Biscuit, Jelly, Diced Peach, Milk Lunch: Build a Burrito, Beans, Tortilla, Shredded Cheese, Lettuce, Tomato, Tangerine or Strawberries, Milk Snack: Sunrise Bites Whole Grain Crackers, Banana	14 Breakfast: Whole Wheat Bagel with Cream Cheese, Diced Pear, Milk Lunch: Cheese on Whole Wheat Bread, Cauliflower with Dip, Apple or Watermelon, Milk Snack: Jungle Whole Grain Crackers, Milk	15 Breakfast: Cheerios Whole Grain Cereal, Banana, Milk Lunch: Turkey Ham on Whole Wheat Bread, Cantaloupe, Baby Carrots, Mayonnaise, Milk Snack: Rice Cakes, Pineapple Tidbits
Week 2	18 Breakfast: Whole Wheat Raisin Bread, Apple, Milk Lunch: Oven Baked Chicken, Sweet Potatoes, Cantaloupe, Whole Wheat Dinner Roll, Milk Snack: Orange, Strawberry/Banana Yogurt	19 Breakfast: Whole Grain Pancakes, Maple Syrup, Kiwi, Milk Lunch: BBQ Beef Burger on Whole Wheat Bun, Mixed Vegetables, Tangerine or Strawberries, Milk Snack: Whole Wheat Strawberry Fish Crackers, Banana	20 Breakfast: Oatmeal/Raisins, Pineapple Tidbits, Brown Sugar, Milk Lunch: Chicken Chow Mein, Steamed Brown Rice, Apple or Watermelon, Milk Snack: Tropical Treat Whole Grain Crackers, Diced Pear	21 Breakfast: Crispix Cereal, Banana, Milk Lunch: Turkey Ham on Whole Wheat Bread, Cucumbers with Dip, Orange, Mayonnaise, Lowfat Milk Snack: Nutri Grain Whole Grain Bar, Milk	22 Breakfast: Dreamy Orange Whole Grain Mini Loaf, Diced Mango, Milk Lunch: Roasted Sliced Turkey on Whole Wheat Bread, Baby Carrots, Kiwi, Lowfat Milk Snack: American Cheese Quesadilla, Butter
Week 3	25 	26 Breakfast: Whole Grain Cereal, Orange, Milk Lunch: Beef Ravioli, French Bread, Spinach Salad with Dressing, Orange, Milk Snack: Cheese Stick, Apple	27 Breakfast: Whole Grain Biscuit, Jelly, Diced Peach, Milk Lunch: Enchilada Casserole with Tomato Sauce and Cheese, Sweet Corn Kernels, Kiwi, Milk Snack: Sound Bites Whole Grain Crackers, Raspberry Yogurt	28 Breakfast: Whole Wheat Bagel with Cream Cheese, Diced Pear, Milk Lunch: Roasted Turkey/Whole Wheat Bread, Zucchini with Dip, Tangerine or Strawberries, Mayonnaise, Milk Snack: Cottage Cheese, Pineapple Tidbits	29 Breakfast: Whole Grain Cheerios, Orange, Milk Lunch: Swiss Cheese on Whole Wheat Bread, Sliced Tomatoes, Diced Apricots, Butter, Milk Snack: Kiwi, Goldfish Whole Grain Crackers

	lunes	martes	miércoles	jueves	viernes
Semana 6					1 Desayuno: Barra de Mollete de Trigo y Arándanos, Chabacano Picado, Leche. Comida: Queso Suizo en Pan de Trigo Integral, Brócoli con Aderezo, Naranja, Mayonesa, Leche. Bocadillo: Galletas en Forma de Pez, Leche.
Semana 7	4 Desayuno: Cereal Crispix, Manzana, Leche. Comida: Arroz Integral Frito con Pollo, Naranja, Leche. Bocadillo: Barita de Queso, Galletas Saladas de Trigo American Classic.	5 Desayuno: Avena, Azúcar Morena, Plátano, Leche. Comida: Macarrón con Queso, Ejotes Sazonados, Fresas o Tanjarina, Leche. Bocadillo: Waffle de Fresa, Galletas Graham de Grano Integral, Leche.	6 Desayuno: Minibarra Dreamy Orange Grano Integral, Durazno Picado, Leche. Comida: Pollo Asado en Pan de Trigo Integral, Elote, Melón, Leche. Bocadillo: Bocadillo de Maíz Multigrano, Pera Picada.	7 Desayuno: Jotqueis de Grano Integral con Miel de Arce, Manzana, Leche. Comida: Pastel de Carne de Res con Salsa, Puré de Papa, Chabacanos Enlatados, Bollo para Cena, Leche. Bocadillo: Yogur de Fresa, Taza con Fruta.	8 Desayuno: Cereal Rice Krispies, Plátano, Leche. Comida: Pavo Asado en Pan de Trigo Integral, Baritas de Zanahoria, Kiwi, Mayonesa, Leche. Bocadillo: Minigalletas Sunrise Bites de Trigo Integral, Manzana.
Semana 1	11 Desayuno: Jotqueis de Grano Integral, Miel de Arce, Trozos de Mango, Leche. Comida: Pollo con Limón y Pimienta, Chicharos y Zanahorias, Arroz Integral a Vapor, Naranja, Leche. Bocadillo: Requesón, Galletas Cheese-It.	12 Desayuno: Barra de Mollete de Trigo Integral y Plátano, Naranja, Leche. Comida: Hamburguesa de Res, Pan de Trigo Integral, Elote, Pepino en Vinagre, Mostaza y Catsup, Kiwi, Leche. Bocadillo: Barita de Queso, Manzana.	13 Desayuno: Bizcocho de Grano Integral con Jalea, Durazno Picado, Leche. Comida: Haga su Propio Burrito, Frijoles, Tortilla, Queso y Lechuga, Jitomate, Tanjarina o Fresa, Leche. Bocadillo: Minigalletas Sunrise Bites de Trigo Integral, Plátano.	14 Desayuno: Bagel de Trigo Integral con Queso Crema, Pera Picada, Leche. Comida: Queso en Pan de Trigo Integral, Coliflor con Aderezo, Manzana o Sandía, Leche. Bocadillo: Galletas Saladas Jungle de Grano Integral, Leche.	15 Desayuno: Cheerios de Grano Integral, Plátano, Leche. Comida: Jamón de Pavo en Pan de Trigo Integral, Melón, Zanahorias, Mayonesa, Leche Baja en Grasa. Bocadillo: Galletas de Arroz, Golosinas de Piña.
Semana 2	18 Desayuno: Pan de Trigo Integral con Pasas, Manzana, Leche. Comida: Pollo Horneado, Camote, Melón, Bollo de Trigo Integral para Cena, Leche. Bocadillo: Naranja, Yogur de Fresa y Plátano.	19 Desayuno: Jotqueis de Grano Integral con Miel de Arce, Kiwi, Leche. Comida: Hamburguesa Asada de Res en Pan de Trigo Integral, Verduras Mixtas, Tanjarina o Fresa, Leche. Bocadillo: Peces de Galletas Saladas de Trigo Integral con Fresa, Plátano.	20 Desayuno: Avena con Pasas, Golosinas de Piña, Azúcar, Leche. Comida: Chow Mein de Pollo, Arroz Integral a Vapor, Manzana o Sandía, Leche. Bocadillo: Obsequio Tropical, Galletas Saladas de Grano Integral, Pera.	21 Desayuno: Cereal Crispix, Plátano, Leche. Comida: Jamón de Pavo con Pan de Trigo Integral, Pepino con Aderezo, Naranja, Mayonesa, Leche. Bocadillo: Barra de Grano Integral Nutri Grain, Leche.	22 Desayuno: Minibarra de Grano Integral Dreamy Orange, Mango Picado, Leche. Comida: Rebanada de Pavo Asado en Pan de Trigo Integral, Zanahorias, Kiwi, Leche. Bocadillo: Quesadilla de Queso Americano, Mantequilla.
Semana 3		25 Desayuno: Cereal de Grano Integral, Naranja, Leche. Comida: Ravioli de Res, Pan Francés, Ensalada de Espinaca con Aderezo, Naranja, Leche. Bocadillo: Barita de Queso, Manzana.	26 Desayuno: Bizcocho de Grano Integral con Jalea, Durazno Picado, Leche. Comida: Enchilada Horneada con Salsa de Jitomate y Queso, Granos de Elote, Kiwi, Leche. Bocadillo: Galletas Saladas de Grano Integral, Yogur de Frambuesa.	27 Desayuno: Bagel de Trigo Integral con Queso Crema, Manzana, Leche. Comida: Pavo Asado, Pan de Trigo, Mayonesa, Baritas de Calabacita, Aderezo, Tanjarina o Fresa, Leche. Bocadillo: Requesón, Golosinas de Piña.	28 Desayuno: Cheerios de Grano Integral, Naranja, Leche. Comida: Queso Suizo con Pan de Trigo Integral, Rebanadas de Jitomate, Chabacano Picado, Leche. Bocadillo: Kiwi, Pescados Dorados de Galletas de Trigo Integral.
					29

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 December 6, 2012 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, December 6, 2012
10:00 a.m.

- I. Call to Order/Roll Call/Pledge of Allegiance:** Ms. Pannell called the meeting to order at 10:04 a.m.

Members Present:

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

Member Absent:

Jay Schenirer, Councilmember, City of Sacramento

II. Consent Items

- A. Minutes of the November 1, 2012 Regular Board Meeting
B. Approval of Claims and Warrants
The consent items were reviewed; no questions or corrections.

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

- A. Approve the November 1, 2012 minutes
B. Approve the claims and warrants for the period of 10/25/12 through 11/28/12.
Voice Vote: Unanimous approval.

III. Action Items

A. GENERAL ADMINISTRATION/SETA

1. Approval of Procurement of Workers Compensation Insurance

Mr. Roy Kim introduced Mr. Ken Urrutia, Arthur J. Gallagher, Inc. Mr. Urrutia stated that this has been a challenging year for insurance carriers. The insurance market place is cycling to high prices again and this means insurance is less available to certain customers. During the last three years, there was a spike in claims. A lot has been done to train staff on safety measures. Insurance looks at the past and tries to predict things going forward.

When the market gets hard, insurance companies can decide if they want to extend coverage or not. It is their decision as to when to provide coverage or step down; this is part of the cycle.

The State Workers Compensation Bureau has been working to develop the rate to be used. There were several carriers that utilize the experience modifier that is published by the state and the carriers were not willing to provide a quote until the experience modification number is published. It is a challenge every year when the renewal date is January of each year.

Mr. Urrutia stated that because SETA has a large employee base of teachers and child care workers, this is the type of business that tends to have losses and be volatile. Mr. Urrutia gave an example of an experience modifier that if a business has losses similar to other businesses, the experience modifier would be 1. Because of some losses, the experience modifier was expected to be 1.24. The experience modifier was published at 1.27 which means that the rate would increase by 27%. The experience modifier is based on the prior three years of activity.

Mr. Nottoli arrived at 10:16 a.m.

Mr. Urrutia, AIG has presented the most favorable quote although it is up significantly. This is a quote for guaranteed costs. He is hoping that the experience modifier will go down next year so next year's quote will be lower.

Mr. Nottoli expressed concern that the \$250,000 needed to pay for insurance could be used elsewhere. Mr. Nottoli asked what could be done to minimize exposure. Ms. Kossick replied that 2010 was a bad year and as a result, staff has increased training and there is a safety committee that goes out to talk to staff. Management is involved as well.

Mr. Nottoli asked about the claims that made up the spike. Ms. Kossick replied that there is a huge emphasis on loss control and safety training. When looking at the different insurance companies, staff has to take into consideration what type of services they can provide to the Agency. When looking at the different carriers, it is also important to look at what resources the carriers can provide to the agency.

Mr. Urrutia reviewed information about a deductible program. The insurance company insures for losses over \$200,000 and the agency would cover anything under \$200,000.

Mr. Kim reported that when staff met with Gallagher, the guaranteed cost premium was thought to be better for the agency. With the high deductible, the insurance company requires a high reserve. The problem with SETA's funding

sources is that when the grants are closed out; anything after the close out of that grant has to be returned. Secondly, SETA receives a better level of service from a guaranteed insurer. At some point, if/when the premium is so expensive, the Agency may want to reconsider the high deductible insurance. If a better option is received within the next 20 days, staff will notify the board.

Moved/Yee, second/Nottoli, to delegate to the Executive Director the authority to procure Workers Compensation insurance.

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

2. Approval to Accept Funds from the City of Sacramento for the Governor's Gang Reduction Intervention and Prevention Initiative (CalGRIP) Program Services and Sacramento Safe Community Partnership and Authorize the SETA Executive Director to Execute any Subgrant Agreements, Modifications and any Other Documents Required by the Funding Source

Ms. Christine Welsch reviewed this item which requests permission to accept the funds and provide employment services.

Ms. Pannell inquired whether jobs were involved and Ms. Welsch replied that a lot of the participants are still not employed. Over the last year, the program has served 82 young men; 75 received work experience, and 15 are still working. Only a few have reentered the criminal justice system.

Moved/Yee, second/Scherman, to:

- Approve acceptance of funds from the City of Sacramento for the Governor's Gang Reduction Intervention and Prevention Initiative (CalGRIP) program services and Sacramento Safe Community Partnership and;
- Authorize the SETA Executive Director to execute any subgrant agreements, modifications and any other documents required by the funding source.

Voice vote: Unanimous approval.

B. WORKFORCE DEVELOPMENT DEPARTMENT

Refugee Services: None.

One Stop Services

1. Approval to Submit a Request to Transfer Workforce Investment Act (WIA) Dislocated Worker Funds to Adult Funds, Program Year (PY) 2012-13

Ms. Michelle O'Camb stated that for the past five years the Agency has requested approval to transfer some funds from the Dislocated Worker to the Adult funding stream.

This board item is basically an administrative issue.

Moved/Nottoli, second/Scherman, to approve the submission to the State of California, EDD of an initial request to transfer \$1,163,888 WIA Dislocated Worker funds into the WIA Adult funding stream for PY 2012-13 through December 31, 2012, to be extended through June 30, 2013 upon approval by DOL of the CWIB's waiver extension request. Authorize staff to request additional transfers of up to \$2,327,775 for the year.

Voice Vote: Unanimous approval.

Community Services Block Grant

2. Approval of Community Services Block Grant Contract Extensions for Fiscal Year 2013

Ms. Cindy Sherwood-Green reviewed this item which requests approval to extend all 20 CSBG-funded program contracts. There are a few instances of low services but staff is confident that the numbers will be met.

There are separate funding recommendations for Daren Maeda and South County Services. The agency is not expecting to expend the entire augmentation and requesting to carry over \$15,000 to the next fiscal year. The CAB approved this at their November 14 board meeting.

Moved/Scherman, second/Nottoli, to approve the following staff recommendations:

1. Extend all CSBG subcontracts for an additional one year term.
2. Maintain Daren Maeda as a SETA consultant for an additional year.
3. Permit South County Services to carry over any unused amount remaining of the \$89,314 augmentation into the 2013 program year.

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

C. CHILDREN AND FAMILY SERVICES

1. Approval of Modifications to the Bylaws of the Sacramento County Head Start/Early Head Start Policy Council

There were no questions on this item.

Moved/Nottoli, second/Yee, to approve the modifications to the Policy Council bylaws.

Voice Vote: Unanimous approval.

IV. Information Items

- A. Review of Annual Auditor's Report and Financial Statements for Fiscal Year Ended June 30, 2012

Mr. Roy Kim reported another clean audit this year and publically acknowledged fiscal manager Ms. Loretta Su. Mr. Kim reviewed the financial highlights:

- ⇒ As of June 30, 2012, SETA reported a combined fund balance of \$2,941.925, an increase of \$23,310
- ⇒ The Government Accounting Standards Board requires that the implicit rate subsidy associated with health care premiums paid by active and retired employees be included with SETA's other post-employment benefit liability and expensed annually. Primarily due to the OPEB liability recognition, SETA's net assets decreased and non-current liability increased by \$172,466 in the current fiscal year.

This year this is no management letter which means there are no items to improve. Ms. Kossick thanked Mr. Kim and Ms. Su.

B. 2014-2018 Workforce Investment Act Annual Planning Process Five-Year Strategic Plan

Ms. Kossick reported that the Agency is in the process of developing the five year plan. Staff has reached out to the public to get input as the local plan is prepared and ultimately melded into the state plan.

C. Capital Region Occupational Outlook and Critical Clusters

Ms. Kossick reported that the Agency has been working with Next Economy partners to see how as a local entity we can participate. The board was given information on how the defined critical occupational clusters align with the six core business clusters identified in the Next Economy Plan. This review of occupational clusters is an on-going process. Mr. Harden and staff provided an overview on the fastest growing occupations and the training needed for these occupations.

Mr. John Harden reviewed the information of coaches and scouts in the forecast information. This information is from the 2nd quarter of 2012 produced by Economic Modeling, Inc. from data from EDD.

D. Update on Enactment of Assembly Bill 554 – Coordination with Joint Apprenticeship Training Committees

Ms. Kossick reported that this went into effect in October. On a local level, SETA has always coordinated with apprenticeship programs. The State-wide emphasis is to ensure apprenticeship programs will always be included in workforce development programs.

E. Implementation of WIA Training Expenditure Policy

Ms. Kossick stated that a new law that went into effect this year requiring Workforce Investment Areas to spend at least 25% of WIA funds on training. Case management is not a training cost and SETA may be putting more emphasis on OJT rather than case management

- F. Community Services Block Grant Program Performance Report: Mr. Nottoli stated that there is a pretty modest amount of money involved considering the amount of good work being provided. The funds really do a lot of good.
- G. Fiscal Monitoring Reports: No comments.
- H. Employer Success Stories and Activity Report: No comments.
- I. Dislocated Worker Update

Mr. William Walker reported that all three Capitol Nurseries will close today affecting 60 employees. SETA staff has reached out and contacted them to offer services. Fresh and Easy is attempting to sell the stores to other individuals but if nothing happens, the stores will close.

A job fair was held for Campbell's Soup and staff has been providing rapid response services at the plant. Mr. Walker feels confident some of the production staff was offered employment. Rapid response services have been completed for Comcast. AT&T on Watt Avenue is relocating a 411 call center to Fresno; Mr. Walker is not sure the number of people being impacted. Dislocated staff will be offered a \$25,000 severance package. Mr. Walker has been meeting with the Hostess union leaders; approximately 366 people will be affected.

- J. Unemployment Update/Press Release from the Employment Development Department: No questions.
- K. Head Start Reports: Ms. Denise Lee reported that the program will be undergoing a self-assessment from January 14-18. Sometime during that week, the person doing the program design and management segment would like to talk with board members. Nationwide, 132 programs were redesignated. There are four California colleagues up for renewal.

Last month the board had a question regarding numbers for dental follow up. Ms. Brenda Campos was introduced and reported that 99% of Head Start children do have dental services so access is not an issue. Transportation and lack of parent compliance are two reasons for the low numbers. SETA works with the grantees to figure out how to address the lack of dental follow up. As part of the enrollment, parents are given dental information and why it is important to follow up. Every parent committee at individual schools needs to have a workshop/training on dental insurance. When there are challenges with

parents, it tends to be isolated. Every delegate has a dental coordinator and the referral needs to be made to the delegate to identify the problem. Bus passes are available to parents that need it. The last resort is to contact CPS regarding the parents' lack of compliance.

It is one of the requirements that they make sure their kids see the dentist. Ms. Pannell inquired if there were ways to motivate parents to get their kids checked and Ms. Lee replied that there is no rule that we can tell the parent that the child cannot come back to Head Start. These are the children that we need to continue working with the children and families. The biggest issue is educating the parents on the importance of dental health. Ms. Campos offered to provide quarterly reports regarding the dental data.

Mr. Nottoli inquired whether the Agency gets any break or can piggyback on some other program for cheaper gas? It may not be as convenient but it may be better over the long haul. Ms. Lee will look into the card lock/fleet gas.

V. Reports to the Board

- A. Chair: Ms. Pannell wished everyone Happy Holidays.
- B. Executive Director: Ms. Kossick wished Supervisor Nottoli a belated Happy Birthday. Ms. Kossick inquired whether board members would have a problem with the cancellation of the January 3 meeting since she does not anticipate any action items. All board members indicated this would be fine with them.
- C. Deputy Directors: No report.
- D. Counsel: No report.
- E. Members of the Board: Ms. Scherman thanked Ms. Lee for coming out to bring turkeys to the Elk Grove Food Bank turkey drive.
- F. Public: No comments.

VI. Adjournment: The meeting was adjourned at 11:29 a.m.

ITEM V

COMMITTEE REPORTS

✓ Executive Committee

Critique of the January 15, 2013 Parent Advisory Committee meeting.

GOOD!!!
Thank you Board members for all your participation on committees.
Thank you Ms. LaTasha Windham, for acknowledging and thanking our guest speakers.
Thank you, Ms. Denise Lee and Ms. Alma Hawkins for explaining committee functions.
Thank you all Board members for staying throughout the entire meeting.
Thank you for providing the Parent Volunteer Hour/Flip report.
Thank you for arriving on time and starting on time.
Thank you to all past parents, Ms. Ruth Brown and Ms. Donna McClish Calamay for sharing wisdom and past Experience with Head Start.
NEEDS IMPROVEMENT
Please remember to call in to your Chair, Ms. Marie Desha, or Ms. Nancy Hogan prior to the meeting if you are unable to attend the meeting.
Please raise your hand and wait to be called on by the Chair before speaking.
Please be sure to turn off all electronic devices unless used for meeting purposes.
Please refrain from sidebars.
Please help others by having a translator present.

B. Budget/Planning Committee: Mr. Jonathan White, Ms. Iyshiah Lacey, Ms. Alma Amaya, Ms. Mayra Partida, Ms. LaTasha Windham, Ms. Alicia Kafka

C. Personnel/Bylaws Committee: Ms. Mayra Partida, Ms. Alma Amaya, Ms. Shelly Fuentes, Ms. Iyshiah Lacey, Mr. Johnny Sanders, Ms. LaTasha Windham, Ms. Alicia Kafka

ITEM V – COMMITTEE REPORTS (continued)

Page 2

- D. Social/Hospitality Committee: Ms. Shelly Fuentes, Mr. Jonathan White, Mr. Marshaun Tate, Ms. Vanessa Hawkins, Ms. Colleen Fietzek, Ms. Shelly Fuentes, Ms. Marlem Medrano, Ms. LaTasha Windham, Ms. Iyshiah Lacey, Ms. Alma Amaya, Ms. Rosa Gomez, Ms. Zoila Lucero, Ms. Alicia Kafka

- E. Male Involvement Committee: Mr. Marshaun Tate, Mr. Jonathan White, Ms. Iyshiah Lacey, Ms. LaTasha Windham, Ms. Mayra Partida, Mr. Johnny Sanders

- F. Community Partnerships Advisory Committee (CPAC): Ms. Alma Amaya, Ms. Mayra Partida, Ms. Iyshiah Lacey, Ms. LaTasha Windham, Ms. Alicia Kafka

- G. Health Services Advisory Committee (HSAC): Mr. Jonathan White, Mr. Marshaun Tate, Mr. Johnny Sanders, Ms. Marlem Medrano, Ms. Iyshiah Lacey, Ms. Mayra Partida, Ms. Alma Amaya, Ms. LaTasha Windham, Ms. Alicia Kafka

ITEM VI – OTHER REPORTS

BACKGROUND:

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

- Chair's Report - Ms. LaTasha Windham
- Policy Council Report(s) – Ms. Teressa Jay, Ms. LaTasha Windham, Ms. Iyshiah Lacey, Ms. Mayra Partida, Mr. Marshaun Tate
- Head Start Deputy Director's Monthly Report – Ms. Denise Lee
 - ⇒ Monthly Head Start Report
- Managers' Reports
 - Program Support Services Report – Ms. Brenda Campos
 - Parent/Family Support Report – Ms. Lisa Carr
 - ✓ Countywide Parent Conference Update
 - Child Development and Education Services Report – Ms. Karen Gonzales
 - ✓ School Readiness (a year in review)
 - ✓ Region Reports (attached)

NOTES:



Head Start Monthly Report

March 2013



SETA-Operated Program

Program Operations Unit:

Teachers have completed the second assessment of the year. This midpoint analysis of the Desired Results Developmental Profile allows teachers to see the patterns of growth for individual children as well as their classroom as a whole. It also provides the data to see what areas may need more attention so teachers can enhance their classrooms as well as make curriculum changes. Each teacher attended a workshop to analyze information gathered from these reports and to develop their action plan. Upcoming home visits and parent conferences will be opportunities for families and teachers to use this information to work together on goals and strategies to promote further growth.

As staff continues their efforts to enhance the CSEFEL Teaching Pyramid strategies in the classrooms, teachers have been attending many training workshops. All SETA teaching staff went through the Module 1- Part B training that looks at providing routines, visual schedules and efficient transitions. In addition, staff members participating in the intensive co-horts attended the "Going Deeper with the Teaching Pyramid" training. The impact of these high quality professional growth opportunities are becoming more and more evident in classrooms as teaching practices reflect newly learned strategies.

Program Support Services Unit:

Quality Assurance Unit - A comprehensive monitoring review of TRUSD was completed in February 5-13, 2013. A total of seven classes and 21 childrens' files were monitored through class observations, document reviews, site inspection, and staff and parent interviews. An exit meeting will be scheduled to discuss and share the results. WCIC was monitored in February 19-25, 2013; results are being summarized for submission and an exit meeting will be scheduled.

Self-Assessment Follow-Up - Content Coordinators for Education, Disabilities, Health, Nutrition and Safe Environments conducted site visits and follow-up on areas identified as out of compliance during the January 2013 Self-Assessment. Technical assistance activities included review of existing policy and procedures, document review and training.

Health Services Advisory Committee (HSAC) - Spring Meeting was held on February 27, 2013. Agenda items included program updates on Self-Assessment 2013 results, Asthma Awareness Training for parents through the Breathe California grant and, policy and procedure on use of non-alcohol-based hand sanitizers. Community partners also provided information to help address challenges faced by families in accessing medical and dental services due to changes resulting from the Affordable Care Act.

Countywide HS/EHS Home Base Meeting was held on February 8, 2013 with a speaker from Child Abuse Prevention Center of Sacramento on the topic of "Professional Boundaries". It was attended by over 40 home visitors from SCUSD, SJUSD and SETA-Operated Program.

Family Partnership Unit:

The Family Engagement Unit has been busy working with parents around school readiness activities. The Male Involvement Program has been hosting a series of *Daddy and Me* breakfasts at the Head Start sites. Fathers or father surrogates have been invited to a breakfast hosted by the Head Start site and facilitated by Robert Silva. After enjoying breakfast with their child, Robert gives them a tour of the classroom, talks about what children learn in each learning section, and then they come back together to talk about the importance fathers have in a child's life. We also encourage fathers to take advantage of volunteer opportunities in the classroom.

A fourth training of the year will be held for School Readiness Aides. Parents have been volunteering to work in the classroom with small groups of children. Training takes place quarterly, and a curriculum guide goes out to parents and teachers outlining the activities to facilitate in the classroom. Many classrooms now have School Readiness Aides, and at least four of the parents have expressed an interest in pursuing a career in child development.

The fourth session of the parent CSEFEL (Center on Social Emotional Foundations in Early Learning) workshop is just concluding. In this cohort, parents are enrolled in a six-session workshop on how to promote social development and positive discipline in their family. The feedback has been great. Parents are saying that they are seeing real differences with their child's behavior both at home and in school.

Elk Grove Unified School District

Education Services Update:

The Staff in-service this month was held on February 15, 2013. Alicia Barron, SETA Education Coordinator, presented a Classroom Assessment Scoring System (CLASS) workshop highlighting the domain of classroom organization. Classroom organization focuses upon the importance of behavior management, creating routines, time on task, student engagement, and questioning techniques, to maximize student learning each day.

Enrollment:

The Elk Grove Unified School District Head Start Program is fully enrolled with 420 students in the program. Average Daily Attendance for the month of February was 87%.

Disabilities Services and Mental Health Services Update:

The program educators and clerks have worked closely with Florence Oneto, PreK Social Worker and with Teresa Gannon, PreK Psychologist, to place students with an active IEP into the Head Start program. There are 49 students with active IEPs being served which is eleven percent (11%) of the Head Start student population.

Health Services Update:

Program Educators are monitoring files and providing additional support to ensure that children in need of further dental treatment receive those services. Height and weight measurements for each child were completed by the para-educators for the second time this year. Program Educators are in the process of graphing each child's information and contacting parents with health concerns related to underweight and overweight issues.

In February, 242 meals were served to Head Start students.

Family and Community Partnerships Update:

"Latino Family Literacy" classes were held at Samuel Kennedy Elementary School on February 6, 13, 20, and 27. These classes provide Spanish speaking parents information and techniques for working with

their children in the area of literacy and provide strategies for establishing a reading routine in their home. An average of four families attended these classes.

“English Family Literacy” classes were held at Herman Leimbach Elementary School on February 1, 8, 15, and 22. These classes are meant to provide English speaking families with the same information, techniques and strategies as those provided in “Latino Family Literacy”. An average of three parents attended these classes.

“Positive Parenting” classes were held in Spanish at Charles Mack Elementary School on February 5, 12, 19, and 26, and in English at David Reese Elementary School on February 7, 14, 21, and 28. These classes teach parents positive approaches to discipline, stress management techniques, communication skills, and developmental milestones. An average of four parents attended the classes at Charles Mack and an average of two parents attended the classes at David Reese.

Recruitment:

The Head Start classes are fully enrolled. Each school has a waiting list and families are notified when space becomes available.

An internal office calendar with registration dates for January through June has been created to ensure sufficient time is allowed to have full enrollment by the end of June for the 2013-2014 school year.

Sacramento City Unified School District

Education:

Professional Learning for February focused on Social/Emotional development. The department’s social workers and resource teachers presented Module 2 of the CSEFEL Teaching Pyramid to teaching staff.

Social workers and resource teachers will be joining teaching staff from the full-inclusion classrooms to participate in three, all-day CSEFEL training sessions, presented at SETA.

CSEFEL Teaching Pyramid was also the topic of two Teacher Collaboration/Common Planning Time meetings which were facilitated by our social workers. The small group format of these meetings allows additional teacher interaction and mentoring.

Health and Nutrition:

Department nurses, Victoria Benson and Lisa Stevens, presented the SCUSD Child Development Department policy on “Non-Alcohol Based Hand Sanitizer Use for Preschoolers” at the Health Advisory Committee meeting held on February 27. The presentation was done at the request of SETA. SETA recently adopted the SCUSD version regarding the use of non-alcohol sanitizer for Head Start preschoolers as their official policy and procedure.

Child Development nurse, Espie Millendez, collected dental follow-up information and data on Head Start preschoolers to share with Smile Keepers. She is in the process of collecting data on dental assessment scores from the Dental Varnish Clinics held this fall.

The three nurses have been busy preparing for the SETA audit, which will take place March 4th – 22nd. School nurse, Victoria Benson reports that the LVN students mentored within SCUSD Child Development Department, graduated from CAJ Skills Center on February 8. She, along with her daughter, attended the graduation ceremony that evening at CAJ Skills Center. SCUSD’s, Child Development Department was acknowledged in appreciation for mentoring several of their LVN students this year.

Mental Health:

Social workers, Valerie Willover, David Aleman, and John Perez, continued monthly evening parent education workshops at the Capital City Family Education Center. The last workshop, "Positive Solutions for Families," was February 21. A new series of workshops began on February 7, and are offered at Hiram Johnson Family Education Center for the eastern sites.

Social Workers are providing coaching for selected teachers on the CSEFEL Pyramid model.

Family and Community Partnerships:

Social workers completed self-assessment processes for Family and Community Partnerships and Mental Health service areas.

Governance:

Three Policy Committee representatives reported on their two-day attendance at the California Head Start Association Family Engagement Conference held in San Diego. The parents enjoyed the experience, and gained useful information that they were able to implement immediately.

Parent Education:

Social Workers have begun a second series of CSEFEL workshops for parents, titled, "Positive Solutions for Families". These workshops are a four-week series. The workshops are held once per month; Wednesday evenings for English speaking families, and Thursday evenings for Spanish speaking families. Families are provided a light meal and childcare during their workshop.

San Juan Unified School District

Education Services Update:

The Houghton Mifflin theme, Construction Zone, was the focus for February. Children explored buildings, construction zones, and building materials. Children reviewed the letters Ff, Aa, Zz, and learning the letters Bb, Mm, and Rr. Students explored creating patterns, and will transition to linear patterns. The second Desired Results Developmental Profile assessments are complete. Teachers will be involved in data analysis by early March. This process includes the creation of activities designed to promote growth for each individual student as well as whole class activities in the domain of social, emotional, cognitive and physical growth.

Disabilities Services Update:

A variety of activities and materials were introduced to students with a focus on vocabulary, fine motor skills and social interaction with other children and adults within the classroom and the community. Field trips to local businesses were taken to reinforce the concept of community. Teachers had the opportunity to work with the resources team to plan activities that support the students within their individualized sessions.

Identified in the Federal Review report were transition plans. The team will be reviewing current transition plans and will modify as recommended by the report in preparation for the 2014 Federal Review.

Mental Health Services Update:

Mental Health Therapist participated in parent-teacher conferences to both address specific social-emotional needs of identified children, as well as to provide community resources/mental health referral information. MHT continues to provide Limit Setting workshops for parents and staff throughout program.

Nutrition Services Update:

In 2011-2012 we had 117 children \geq BMI and 228 children \geq 85%. Thus far, the 2012-2013 school year data shows this has decreased to: 31 children \geq 95% BMI and 58 children \geq 85%. The probable cause is due to increased activities, healthier eating, and watching portion sizes. The families are provided training during parent meetings and discussions with the children in the classroom during meals and with other classroom activities.

Health Services Update:

Health is screening one day a week in the centralized screening room, as traveling out to classroom sites to complete or reattempt needed screenings. Health participated in the Smiles for Kids program again this year that provide dental services to children who have no dental home or insurance. Eight children were referred to the program this year. Smile Keepers has begun the second round of dental screenings and fluoride applications for the children in the classrooms. The School Nurse & Health Assistants are following up with all the children that need to be seen by the dentist. The School Nurse & Health Assistants are following up with the children that are obese, overweight, and underweight.

Family and Community Partnerships Update:

The Policy Committee's Budget/Grant subcommittee finished its work in early February culminating in the approval of the budget/grant at the February 14 meeting. In addition, two representatives were active in helping to make recommendations for employment positions. A representative from Howe Ave. School sat on an interview panel for the Director of Early Elementary Programs position. A representative from Garfield School sat on a panel for a registration position. As always, these extra efforts of time and effort by representatives are greatly appreciated.

Transition Services Update:

February was the month of completing the second DRDP data collection. The teachers will use this data to determine individualization and small group activities in order to plan accordingly for kindergarten readiness. Kindergarten registration also began this month and parents are given the information how to register and documents that are needed for enrollment. Summer Camp is in its early phase of implementation and teachers are asked to identify which children would benefit from the program. With approximately three months left in the school year, teachers are working closely with parents to help ensure readiness for our kindergarten bound students.

Program Support/Staff Training Update:

Teachers and assistants were trained on the CLASS dimension of Quality of Feedback. The topic covered feedback loops where children are engaged around the topic of their work, with teachers responding thoughtfully to their ideas in order to prompt further persistence in the learning activity. Teachers also received a Review of Unit Two: Emotional Management in the Second Step training. This training was coupled with a workshop on adult interactions, empathy and team building through communication.

Fiscal Update:

The Head Start grant for 2013-14 has been completed. Program changes have been made in Head Start & Early Head Start to keep both budgets in balance. With programmatic restructuring, San Juan Head Start & Early Head Start are still able to serve the number of children that have been allotted. In order to remain fiscally solvent, all purchasing is done with careful consideration.

Early Head Start:

The staff attended an inspirational training by Dr. Steve L. Robbins, titled Unintentional Intolerance. The staff were moved to reflect on their own actions and what unintended consequences they may have on others. This training has prompted many rich discussions.

The end of the second child assessment period means that data is being entered and aggregated and individualized development plans are being created for each child. This information will be shared during case management and with parents.

Several newer members to the infant toddler team attended the CHSA conference in February. This gave them an opportunity to deepen their understanding of Early Head Start. Family engagement was a big focus!

The most exciting event from February is the completion of the grant and its submission to SETA. It has been approved by leadership teams, the policy committee and is pending school board approval.

Twin Rivers Unified School District

Events:

Throughout the month of February, students celebrated Black History Month with classroom activities, book reading and a parent quiz about African American history. The month's finale event occurred on February 28. During the school wide event, students performed songs, poems and dances related to historical African American artist. Parents attended the event and were delighted to see their children in action!

The monthly perfect attendance awards assemblies continued in February for all students who have not missed any school during the month of January. Students were celebrated and awarded certificates. During the ceremony, parents were also recognized with certificates for their assistance with the Winterfest event. Parents from each classroom with the most volunteer hours in January were also given school tee-shirts.

Professional Development:

Teachers participated in the Creative Curriculum workshop related to the Clothing investigation study on February 7. The workshop was held at the District Office and is mandatory for all teachers with voluntary participation for teacher assistants. During the workshop, the ECE Leadership Team facilitates make-and-take projects that teaching staff can utilize in their classrooms and additional strategies for extending the curriculum. The ECE Leadership Team will continue with the focus of math and utilizing the Mighty Minutes and Intentional Teaching Cards as part of the daily routine.

Components:

The substitute Health Assistant, Kelli Carrillo, continues to focus on the Nutrition duties. The nutrition activities in the classrooms continue with a focus of healthy fruits and vegetables. The second round of heights and weights will be conducted at the beginning of March 2013.

The Health Component Leader continues reviewing students' files for medical concerns and continues following up on students' needing additional documents. The Health Component leader is also working closely with the classroom teachers and Resource Teacher on the Safe Environment checklist to ensure all of the components of the monitoring tool are fully met. Dental varnishings have been scheduled for March 5-7 for all students.

The School Social Worker/Counselor continues classroom observations to assist with intervention strategies and behavioral techniques for all classrooms. Student groups for social skills and behavioral interventions continue for our students referred by teachers and parents. The groups meet weekly with the Social Worker and continue working on skills needed to be successful in the classroom setting.

The new Community Liaison continues to follow-up on the missing FPA and FPP forms from all HS families. Follow-up on goals set by the families is also occurring. The other Community Liaison is still

on maternity leave with an anticipated return date of April 2, 2013. The Community Liaison completed home visits for families still missing FPA information during the home visit week.

The newly hired Community Liaison will continue to meet with families to complete their Family Partnership Profiles and begin assessing their goals with the Family Partnership Agreement as well as providing resources and information. The Community Liaison and Social Worker also continue the plan and facilitate the monthly meetings in each of the Morey Avenue classrooms and at Oakdale. The Speech and Language Pathologist (SLP) continues providing direct services to students needing speech therapy at both sites.

The Education Component Leader continues to support teaching staff with classroom observations and suggestions for improving classroom management skills and student engagement strategies. The second school-wide action plans for the ECERS, CLASS and DRDP-R are being completed based on the results of the second DRDP-R results.

The ERSEA component continues to meet with parents to fill any vacancies and both sites are fully enrolled with established wait lists. Planning for enrollment for 2013-2014 has begun with an anticipated date of mid-April for enrollment to begin.

The Program Design and Management component leader completed a draft of the ERSEA manual. In reviewing the draft, the Enrollment staff determined that additional information related to completing forms needed to be added so additional procedures will be drafted in March 2013.

Policy and Parent Committees:

The Parent Committee meeting at Oakdale was held on February 26. The Policy Committee meeting was held on February 25. The agenda included a review of the monthly reports, the approval of the Community Liaison positions and the selection of a community representative. The Policy Committee had a quorum to vote on the action items. The next meetings are scheduled for March 7 to complete Bylaw revisions and approval of the grant application for 2013-2014.

Parent Trainings:

The parenting classes in collaboration with the Birth and Beyond North Highlands Resource Center and Mutual Assistance Network continues and parents are encouraged to attend. The February 2013 parent training was on how to prepare taxes.

The classroom parent meetings for February 2013 focused on how to read and understand the DRDP-R assessment tool. The Education Resource teacher facilitated the parent meetings.

Fiscal:

The Budget Analyst provided another budget overview for the ECE certificated staff at the ECE Leadership Team meeting on February 28. Teachers ordered materials related to their ECERS, DRDP-R and CLASS assessment results and the orders are beginning to arrive.

WCIC

Management:

SETA Monitoring/Quality Assurance (QA) Monitoring Review took place the week of February 19 through 25, 2013 at WCIC/Playmate Head Start Programs #1 and #2. The Final Written Report is forthcoming.

Community Engagement:

The Black Student Union members at California State University, Sacramento, (CSUS) and the 25th Annual Black History Month Black Expo invited Ms. Davis, Executive Director/Head Start Director, to

share her brilliant expertise as a panel member on “Health, Education & Welfare” as it relates to poverty and educating children. This year’s very special BSU Black History Month Presentation, “THE STATE OF BLACK SACRAMENTO” Community Forum discussion was held on Saturday, February 23, 2013 inside the CSUS Student Union Grand Ballroom from 1:00 p.m.-4:00 p.m.

This is an important and most critical time in the lives of African Americans in Sacramento as we prepare for an expansion of opportunity into the new generation of leaders. This community forum was developed to provide insight and information that can lead to resolutions to defray the many prosperity impediments and disparities within the communities. As you are well aware, African Americans have higher unemployment rates; fewer business contracts; a higher propensity of sickness, disease and cancer as a result of poorer healthcare; and preventative care; amongst the highest in high school dropout rates; and lowest in college enrollment; and more single family female head of households than any other minority.

Additionally, the day featured the Black Expo “America Back To Work Careers, Jobs, And Business Faire” from 11am-5pm; also held inside a portion of the Student Union Grand Ballroom. This set-up allowed companies to interact with those in attendance to provide information and services as it relates to careers, business, health and other opportunities.

Congratulations to Ms. Davis, Executive Director/Head Start Director and the entire WCIC/Playmate Head Start Programs’ Team on the nomination to the 2013 International Educators Hall of Fame; this is the 20th Anniversary. The Press Conference was held Tuesday, Feb. 26, 2013 from 2-4 p.m. at the WCIC/Playmate Head Start Program, 3930 8th Avenue. The following Board Members attended: Brenda Usher, Grace Carter-Douglas, and Bill Boyer.

The 2013 Inductees to the International Educators Hall of Fame Induction Ceremony is scheduled for Saturday, March 30, 2013 from 1-4 p.m. at the Antioch Progressive Church, 7560 Amherst Street, Sacramento, CA 95832. We expect educators from around the world to attend. Please make plans to attend!!!

Enrollment:

During the month of February 2013, WCIC’s Enrollment was 100%.

Education:

WCIC/Playmate Head Start Programs received DRDP-PS Assessment Training by Alicia Barron, Education Coordinator from Sacramento Employment and Training Agency on February 14, 2013. Ms. Barron addressed DRDP-PS Assessments by using data for planning. Ms. Barron gave a brief overview on steps to observe and document children’s progress. Teachers are to document daily summaries on anecdotal on each child; rate the DRDP-Instrument; look at the individual child and measure the level of child’s development. Teachers need to see where the child’s strengths and developing skills are in order to fill out the child’s IDP forms. By identifying all of the children’s goals, teachers can easily see how to meet the needs of the each child and plan for the lesson plans.

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

ACF-PI-HS-13-01 Sequestration

SOP ENROLLMENT REPORT FOR SCHOOL YEAR 2012-2013

Site	Loc Id	Track II	# Enrolled 1/31/13	# Present 1/31/13	# Absent 1/31/13	# Term W/I 30 days
Off Track		1				
Off Track		2				
Off Track		3				
Auberry Park	1238A	2	19	13	6	
Auberry Park	1238B	1	20	14	6	
Bannon Creek	1200A	1	20	19	1	
Bannon Creek	1200B	1	21	15	6	
Bannon Creek	1200X	2	21	19	2	
Bright Beginnings	1201A	2	20	19	1	
Bright Beginnings	1201B	2	19	17	2	1
Bright Beginnings	1201C	2	20	19	1	
Bright Beginnings	1201D	2	20	16	4	
Broadway ELC	1246A	1	19	13	6	1
Broadway ELC	1246R	1	22	14	8	
Broadway ELC	1246U	EHS	8	6	2	
Broadway ELC	1246X	2	21	13	8	
Country Woods	1245A	1	20	15	5	
Country Woods	1245B	2	20	16	4	
Country Woods	1245C	1	20	15	5	
Country Woods	1245D	2	16	15	1	3
Crossroad Gardens	1242A	2	17	14	3	3
Crossroad Gardens	1242R	1	21	18	3	
Crossroad Gardens	1242U	EHS	7	4	3	1
Crossroad Gardens	1242X	2	20	11	9	1
EHS-HB OPTION	1230C	EHS	12	12	0	
EHS-HB OPTION	1230D	EHS	12	7	3	
EHS-HB OPTION	1230E	EHS	10	6	3	
EHS-HB OPTION	1230G	EHS	13	10	1	
EHS-HB OPTION	1230H	EHS	12	9	3	
EHS-HB OPTION	1230I	EHS	12	6	6	
EHS-HB OPTION	1230J	EHS	10	4	3	2
EHS-HB OPTION	1230K	EHS	12	11	1	
EHS-HB OPTION***	1230L	EHS	11	7	1	1
EHS-HB OPTION***	1230M	EHS	13	6	7	
EHS-HB OPTION***	1230N	EHS	11	8	3	1
Elkhorn	1255A	2	20	18	2	
Elkhorn	1255B	1	20	19	1	
Elkhorn	1255C	1	20	14	6	
Elkhorn	1255D	1	20	20	0	
Elkhorn	1233M	EHS	8	5	3	
Elkhorn	1255U	EHS	8	7	1	
Elkhorn	1255X	1	21	20	1	

SOP ENROLLMENT REPORT FOR SCHOOL YEAR 2012-2013

Site	Loc Id	Track II	# Enrolled 1/31/13	# Present 1/31/13	# Absent 1/31/13	# Term W/I 30 days
Freedom Park	1239A	2	19	13	6	1
Freedom Park	1239B	1	20	21	0	
Freedom Park	1239C	1	18	12	5	2
Freedom Park	1239D	1	20	12	8	
Freedom Park	1239R	2	21	16	5	
Freedom Park	1239X	2	21	20	1	
Fruitridge	1216A	2	20	15	5	
Fruitridge	1216B	1	20	18	2	
Fruitridge	1216C	1	20	11	9	
Galt	1234A	1	20	14	6	
Galt	1234B	1	20	14	6	
Galt	1234C	2	20	18	2	
Galt	1234D	2	20	12	8	
Galt	1234E	2	19	14	5	1
Galt	1234F	1	20	13	7	
Grizzly Hollow	1252A	1	20	16	4	
Grizzly Hollow	1252B	2	20	16	4	
Grizzly Hollow	1252U	EHS	8	5	3	
Hillsdale	1228A	1	19	18	1	1
Hillsdale	1228B	1	20	19	1	
Hillsdale	1228C	2	19	14	5	1
Hillsdale	1228D	2	20	18	2	
Hillsdale	1228R	2	21	17	4	
Hillsdale	1228X	2	19	15	4	2
Home Base Option	1213A	1	12	12	0	
Home Base Option	1213B	5	13	9	4	
Home Base Option	1213C	1	12	11	1	
Home Base Option	1213D	2	12	9	3	
Home Base Option	1213E	2	11	10	1	1
Home Base Option	1213F	2	11	5	2	1

SOP ENROLLMENT REPORT FOR SCHOOL YEAR 2012-2013

Site	Loc Id	Track II	# Enrolled 1/31/13	# Present 1/31/13	# Absent 1/31/13	# Term W/I 30 days
Hopkins Park	1253A	1	20	14	6	
Hopkins Park	1253B	2	20	17	3	
Hopkins Park	1253C	1	20	12	8	
Hopkins Park	1253D	2	20	16	4	
Illa Collin ELC	1221A	2	18	13	5	1
Illa Collin ELC	1221B	1	19	15	4	1
Job Corp	1237M	EHS	8	6	2	
Job Corp	1237U	EHS	8	5	3	
Job Corp	1237X	2	20	15	5	
Kennedy Estates	1240A	1	17	14	3	1
Kennedy Estates	1240B	2	17	12	5	2
La Verne Stewart	1219A	1	20	15	5	
La Verne Stewart	1219B	2	20	17	3	
Mather	1223A	2	21	19	2	
Mather	1223B	1	16	11	5	3
Mather	1223R	1	20	17	3	1
Mather	1223U	EHS	7	5	2	
Mather	1223X	2	21	18	3	
Nedra Court	1244A	2	20	18	2	
Nedra Court	1244B	1	16	12	4	
Nedra Court	1244C	1	19	17	2	1
New Helvetia I-EHS	1212U	EHS	16	14	2	
New Helvetia II-HS	1247A	1	20	12	8	
New Helvetia II-HS	1247B	1	19	16	3	1
Norma Johnson ELC	1214R	1	21	15	7	
Norma Johnson ELC	1214U	EHS	8	5	3	
Norma Johnson ELC	1214X	2	21	19	2	
North Avenue	1256A	1	20	16	4	
North Avenue	1256B	2	20	16	4	
North Avenue	1256C	1	16	12	4	4
North Avenue	1256D	2	20	16	4	
North Avenue	1256X	2	21	18	3	
Northview	1224A	1	20	15	5	
Northview	1224B	2	20	19	1	
Northview	1224R	1	21	17	4	
Northview	1224U	EHS	7	6	1	1
Northview	1224X	2	21	19	2	
Parker Avenue	1207E	5	14	7	7	

SOP ENROLLMENT REPORT FOR SCHOOL YEAR 2012-2013

Site	Loc Id	Track II	# Enrolled 2/28/13	# Present 2/28/13	# Absent 2/28/13	# Term W/I 30 days
Off Track		1				
Off Track		2				
Off Track		3				
Auberry Park	1238A	2	18	15	3	2
Auberry Park	1238B	1	20	13	7	
Bannon Creek	1200A	1	20	16	4	
Bannon Creek	1200B	1	20	14	6	
Bannon Creek	1200X	2	21	20	1	
Bright Beginnings	1201A	2	20	16	4	
Bright Beginnings	1201B	2	20	16	4	
Bright Beginnings	1201C	2	20	17	3	
Bright Beginnings	1201D	2	20	19	1	
Broadway ELC	1246A	1	18	17	1	2
Broadway ELC	1246R	1	21	18	3	
Broadway ELC	1246U	EHS	8	8	0	
Broadway ELC	1246X	2	22	20	2	
Country Woods	1245A	1	20	17	3	
Country Woods	1245B	2	20	16	4	
Country Woods	1245C	1	19	14	5	1
Country Woods	1245D	2	17	13	4	1
Crossroad Gardens	1242A	2	20	16	4	
Crossroad Gardens	1242R	1	21	18	3	
Crossroad Gardens	1242U	EHS	8	7	1	
Crossroad Gardens	1242X	2	21	13	8	
EHS-HB OPTION	1230C	EHS	12	7	0	
EHS-HB OPTION	1230D	EHS	11	9	3	
EHS-HB OPTION	1230E	EHS	9	6	3	
EHS-HB OPTION	1230G	EHS	12	11	1	
EHS-HB OPTION	1230H	EHS	9	7	0	
EHS-HB OPTION	1230I	EHS	13	7	10	
EHS-HB OPTION	1230J	EHS	12	10	6	
EHS-HB OPTION	1230K	EHS	10	10	0	
EHS-HB OPTION***	1230L	EHS	13	11	4	
EHS-HB OPTION***	1230M	EHS	13	2	2	
EHS-HB OPTION***	1230N	EHS	12	11	3	
Elkhorn	1255A	2	20	19	1	
Elkhorn	1255B	1	19	15	4	1
Elkhorn	1255C	1	20	17	3	
Elkhorn	1255D	1	20	18	2	
Elkhorn	1233M	EHS	8	7	1	
Elkhorn	1255U	EHS	8	7	1	
Elkhorn	1255X	1	21	17	4	

SOP ENROLLMENT REPORT FOR SCHOOL YEAR 2012-2013

Site	Loc Id	Track II	# Enrolled 2/28/13	# Present 2/28/13	# Absent 2/28/13	# Term W/I 30 days
Freedom Park	1239A	2	20	9	11	
Freedom Park	1239B	1	20	18	2	
Freedom Park	1239C	1	18	14	4	2
Freedom Park	1239D	1	19	18	1	1
Freedom Park	1239R	2	21	18	3	
Freedom Park	1239X	2	21	18	3	
Fruitridge	1216A	2	19	17	2	1
Fruitridge	1216B	1	20	13	7	
Fruitridge	1216C	1	19	17	2	1
Galt	1234A	1	20	18	2	
Galt	1234B	1	20	17	3	
Galt	1234C	2	20	17	3	
Galt	1234D	2	20	11	9	
Galt	1234E	2	16	14	2	3
Galt	1234F	1	20	17	3	
Grizzly Hollow	1252A	1	19	16	3	1
Grizzly Hollow	1252B	2	20	16	4	
Grizzly Hollow	1252U	EHS	8	7	1	
Hillsdale	1228A	1	20	17	3	
Hillsdale	1228B	1	20	18	2	
Hillsdale	1228C	2	19	12	7	1
Hillsdale	1228D	2	19	17	2	1
Hillsdale	1228R	2	21	15	6	
Hillsdale	1228X	2	20	19	1	1
Home Base Option	1213A	1	12	12	0	
Home Base Option	1213B	5	13	7	6	
Home Base Option	1213C	1	11	7	4	1
Home Base Option	1213D	2	12	13	0	
Home Base Option	1213E	2	12	7	3	
Home Base Option	1213F	2	12	10	2	

SOP ENROLLMENT REPORT FOR SCHOOL YEAR 2012-2013

Site	Loc Id	Track II	# Enrolled 2/28/13	# Present 2/28/13	# Absent 2/28/13	# Term W/I 30 days
Hopkins Park	1253A	1	20	18	2	
Hopkins Park	1253B	2	18	13	5	2
Hopkins Park	1253C	1	20	18	2	
Hopkins Park	1253D	2	19	13	6	1
Illa Collin ELC	1221A	2	18	13	5	2
Illa Collin ELC	1221B	1	16	12	4	4
Job Corp	1237M	EHS	7	5	2	1
Job Corp	1237U	EHS	6	4	2	2
Job Corp	1237X	2	20	15	5	1
Kennedy Estates	1240A	1	16	7	9	2
Kennedy Estates	1240B	2	19	14	5	1
La Verne Stewart	1219A	1	20	13	7	
La Verne Stewart	1219B	2	19	15	4	1
Mather	1223A	2	20	12	8	
Mather	1223B	1	17	15	2	1
Mather	1223R	1	21	15	6	
Mather	1223U	EHS	7	7	0	1
Mather	1223X	2	21	18	3	
Nedra Court	1244A	2	20	16	4	
Nedra Court	1244B	1	18	13	5	
Nedra Court	1244C	1	20	19	1	
New Helvetia I-EHS	1212U	EHS	16	13	3	
New Helvetia II-HS	1247A	1	20	17	3	
New Helvetia II-HS	1247B	1	19	15	4	1
Norma Johnson ELC	1214R	1	20	15	5	1
Norma Johnson ELC	1214U	EHS	8	7	1	
Norma Johnson ELC	1214X	2	21	19	2	
North Avenue	1256A	1	18	14	4	2
North Avenue	1256B	2	19	17	2	1
North Avenue	1256C	1	16	14	2	2
North Avenue	1256D	2	19	17	2	1
North Avenue	1256X	2	20	17	3	1
Northview	1224A	1	19	15	4	1
Northview	1224B	2	20	16	4	
Northview	1224R	1	20	13	7	1
Northview	1224U	EHS	6	6	0	1
Northview	1224X	2	20	18	2	1
Parker Avenue	1207E	5	13	8	5	3

SETA OPERATED PROGRAM MONTHLY ENROLLMENT/ADA REPORT FOR NOVEMBER 2012

TRACK II

Standard Option - Up to 6 hours/day, 5 days/week						
Center Name	Annual Funded Enrollment	Current Funded Enrollment	Current Enrollment	Total Days	ADA	%ADA
Auberry Park	40	20	20	19	20	100%
Bright Beginnings	160	80	80	19	76	95%
Country Woods	80	40	40	19	38	95%
Crossroad Garden	40	20	20	19	20	100%
Elkhorn	40	20	20	19	20	100%
Freedom Park	40	20	20	19	19	95%
Fruitridge	40	20	20	19	19	95%
Galt	120	60	59	19	59	98%
Grizzly Hollow	40	20	20	19	20	100%
Hillsdale	80	40	39	18	36	90%
Hopkins Park	80	40	38	19	39	98%
Illa Collin	40	20	14	19	13	65%
Kennedy Estates	40	20	15	19	15	75%
LaVerne Stewart	40	20	20	15	19	95%
Mather	40	20	20	19	20	100%
Nedra Court	40	20	20	15	20	100%
North Avenue	80	40	40	19	39	98%
Northview	40	20	18	18	19	95%
Phoenix Park	80	40	39	19	39	98%
Solid Foundation	80	40	33	19	37	93%
Strizek Park	40	20	20	19	18	90%
Vineland	40	20	20	19	20	100%
TOTAL	1320	660	635	Varied	625	95%

Full Day Option - More than 6 hours/day, 5 days/week						
Center Name	Annual Funded Enrollment	Current Funded Enrollment	Current Enrollment	Total Days	ADA	%ADA
Bannon Creek	40	20	21	19	20	100%
Broadway	40	20	20	17	20	100%
Crossroad Gardens	40	20	19	19	19	95%
Freedom Park	80	40	40	19	39	98%
Hillsdale	80	40	41	19	40	100%
Job Corp	40	20	18	19	18	90%
Mather	40	20	21	19	21	105%
Norma Johnson	40	20	21	19	21	105%
North Avenue	40	20	19	19	18	90%
Northview	40	20	21	19	21	105%
Sharon Neese	40	20	20	19	19	95%
TOTAL	520	260	261	Varied	256	98%

Home Base Option					
Center	Annual Funded Enrollment	Current Funded Enrollment	Current Enrollment	Weekly Home Visits	Socializations
Home Base	60	30	29	08 22 21 03 21	2
TOTAL	60	30	29	0 0 0	2

**SETA OPERATED PROGRAM MONTHLY ENROLLMENT/ADA REPORT FOR
NOVEMBER 2012**

TRACK V

Extended Option - Up to 6 hours/day, 5 days/week					
Center Name	Funded Enrollment	Current Enrollment	Total Days	ADA	% ADA
Parker	16	11	14	11	69%
TOTAL	16	11	Varied	11	69%

AARA Expansion- Up to 4 hours/day, 5 days/week					
Center Name	Funded Enrollment	Current Enrollment	Total Days	ADA	% ADA
Walnut Grove	20	16	19	16	80%
TOTAL	20	16	Varied	16	80%

Early Head Start - Center Base Option					
Center Name	Funded Enrollment	Current Enrollment	Total Days	ADA	% ADA
Broadway	8	8	17	8	100%
Crossroad Gardens	8	7	19	8	100%
Elkhorn	16	16	19	15	94%
Grizzly Hollow	8	8	19	8	100%
Job Corp	16	16	19	15	94%
Mather	8	8	19	8	100%
New Helvetia I	16	16	19	15	94%
Norma Johnson	8	6	19	7	88%
Northview	8	8	19	7	88%
Phoenix Park	8	8	19	8	100%
Sharon Neese ELC	16	16	19	16	100%
TOTAL	120	117	Varied	115	96%

Early Head Start - Home Base Option								
Center	Funded Enrollment	Current Enrollment	Weekly Home Visits				Socializations	
Home Base	109	95	18	49	54	34	63	2
TOTAL	109	95	18	49	54	34	63	2

AARA EHS Expansion- Home Base Option								
Center	Funded Enrollment	Current Enrollment	Weekly Home Visits				Socializations	
EHS SOP	36	37	8	25	26	15	24	2
River Oak	60	58	11	44	41	28	31	2
SCOE	36	38	8	29	31	0	31	2
TOTAL	132	133	27	98	98	43	86	6

Head Start - Home Base Option								
Center	Funded Enrollment	Current Enrollment	Weekly Home Visits				Socializations	
Home Base	12	13	4	3	11	5	8	1
TOTAL	12	13	4	3	11	5	8	1

SETA OPERATED PROGRAM MONTHLY ENROLLMENT/ADA REPORT FOR DECEMBER 2012

TRACK II

Standard Option - Up to 6 hours/day, 5 days/week						
Center Name	Annual Funded Enrollment	Current Funded Enrollment	Current Enrollment	Total Days	ADA	%ADA
Auberry Park	40	20	19	15	19	95%
Bright Beginnings	160	80	80	15	77	96%
Country Woods	80	40	38	15	38	95%
Crossroad Garden	40	20	19	15	19	95%
Elkhorn	40	20	20	15	20	100%
Freedom Park	40	20	20	15	19	95%
Fruitridge	40	20	20	15	20	100%
Galt	120	60	60	15	59	98%
Grizzly Hollow	40	20	20	14	20	100%
Hillsdale	80	40	39	15	38	95%
Hopkins Park	80	40	39	15	38	95%
Illa Collin	40	20	13	15	12	60%
Kennedy Estates	40	20	17	15	16	80%
LaVerne Stewart	40	20	19	15	19	95%
Mather	40	20	19	15	20	100%
Nedra Court	40	20	20	15	20	100%
North Avenue	80	40	37	14	38	95%
Northview	40	20	16	15	19	95%
Phoenix Park	80	40	39	15	38	95%
Solid Foundation	80	40	33	14	39	98%
Strizek Park	40	20	20	15	20	100%
Vineland	40	20	20	15	20	100%
TOTAL	1320	660	627	Varied	628	95%

Full Day Option - More than 6 hours/day, 5 days/week						
Center Name	Annual Funded Enrollment	Current Funded Enrollment	Current Enrollment	Total Days	ADA	%ADA
Bannon Creek	40	20	21	14	20	100%
Broadway	40	20	20	15	20	100%
Crossroad Gardens	40	20	21	15	20	100%
Freedom Park	80	40	41	15	40	100%
Hillsdale	80	40	40	15	37	93%
Job Corp	40	20	20	15	19	95%
Mather	40	20	21	15	21	105%
Norma Johnson	40	20	21	15	21	105%
North Avenue	40	20	20	15	18	90%
Northview	40	20	21	15	21	105%
Sharon Neese	40	20	21	15	20	100%
TOTAL	520	260	267	Varied	257	99%

Home Base Option					
Center	Annual Funded Enrollment	Current Funded Enrollment	Current Enrollment	Weekly Home Visits	Socializations
Home Base	60	30	24	04 23 20 18 23	2
TOTAL	60	30	24	0 0 0	2

**SETA OPERATED PROGRAM MONTHLY ENROLLMENT/ADA REPORT FOR
DECEMBER 2012**

TRACK V

Extended Option - Up to 6 hours/day, 5 days/week					
Center Name	Funded Enrollment	Current Enrollment	Total Days	ADA	% ADA
Parker	16	13	15	12	75%
TOTAL	16	13	Varied	12	75%

AARA Expansion- Up to 4 hours/day, 5 days/week					
Center Name	Funded Enrollment	Current Enrollment	Total Days	ADA	% ADA
Walnut Grove	20	18	15	18	90%
TOTAL	20	18	Varied	18	90%

Early Head Start - Center Base Option					
Center Name	Funded Enrollment	Current Enrollment	Total Days	ADA	% ADA
Broadway	8	8	15	8	100%
Crossroad Gardens	8	8	15	8	100%
Elkhorn	16	16	15	16	100%
Grizzly Hollow	8	8	15	8	100%
Job Corp	16	16	15	16	100%
Mather	8	7	15	7	88%
New Helvetia I	16	13	15	13	81%
Norma Johnson	8	8	15	8	100%
Northview	8	8	15	8	100%
Phoenix Park	8	8	15	8	100%
Sharon Neese ELC	16	16	15	15	94%
TOTAL	120	116	Varied	115	96%

Early Head Start - Home Base Option								
Center	Funded Enrollment	Current Enrollment	Weekly Home Visits				Socializations	
Home Base	109	96	68	64	53	0	0	2
TOTAL	109	96	68	64	53	0	0	2

AARA EHS Expansion- Home Base Option								
Center	Funded Enrollment	Current Enrollment	Weekly Home Visits				Socializations	
EHS SOP	36	37	29	28	17	0	0	2
River Oak	60	58	37	26	45	25	2	2
SCOE	36	38	20	24	32	0	0	0
TOTAL	132	133	86	78	94	25	2	4

Head Start - Home Base Option								
Center	Funded Enrollment	Current Enrollment	Weekly Home Visits				Socializations	
Home Base	12	12	12	9	9	0	0	2
TOTAL	12	12	12	9	9	0	0	2

SETA OPERATED PROGRAM MONTHLY ENROLLMENT/ADA REPORT FOR JANUARY 2013

TRACK I

Standard Option - Up to 6 hours/day, 5 days/week						
Center Name	Annual Funded Enrollment	Current Funded Enrollment	Current Enrollment	Total Days	ADA	%ADA
Auberry Park	40	20	20	21	20	100%
Bannon Creek	80	40	40	21	40	100%
Broadway	40	20	19	21	16	80%
Country Woods	80	40	40	21	39	98%
Elkhorn	120	60	60	21	58	97%
Freedom Park	120	60	59	21	56	93%
Fruitridge	80	40	41	21	37	93%
Galt	120	60	60	21	60	100%
Grizzly Hollow	40	20	20	21	20	100%
Hillsdale	80	40	39	21	38	95%
Hopkins Park	80	40	40	21	39	98%
Illa Collin	40	20	19	21	19	95%
Kennedy Estates	40	20	17	21	17	85%
LaVerne Stewart	40	20	20	21	20	100%
Mather	40	20	16	21	18	90%
Nedra Court	80	40	35	21	35	88%
New Helvetia II	80	40	39	21	36	90%
North Avenue	80	40	32	18	34	85%
Northview	40	20	20	21	18	90%
Solid Foundation	40	20	17	21	16	80%
Strizek Park	40	20	16	21	15	75%
Vineland	40	20	20	21	19	95%
TOTAL	1440	720	689	Varied	670	93%

Full Day Option - More than 6 hours/day, 5 days/week						
Center Name	Annual Funded Enrollment	Current Funded Enrollment	Current Enrollment	Total Days	ADA	%ADA
Broadway	40	20	20	21	21	105%
Crossroad Gardens	40	20	21	20	20	100%
Elkhorn	40	20	21	21	21	105%
Mather	40	20	20	21	19	95%
Norma Johnson	40	20	21	21	21	105%
Northview	40	20	21	21	21	105%
Sharon Neese	40	20	21	21	21	105%
TOTAL	280	140	145	Varied	144	103%

Home Base Option					
Center	Annual Funded Enrollment	Current Funded Enrollment	Current Enrollment	Weekly Home Visits	Socializations
Home Base	30	24	24	04 23 20 18 23	2
TOTAL	30	24	24	0 0 0	2

**SETA OPERATED PROGRAM MONTHLY ENROLLMENT/ADA REPORT FOR
JANUARY 2013**

TRACK II

Standard Option - Up to 6 hours/day, 5 days/week						Full Day Option - More than 6 hours/day, 5 days/week					
Center Name	Funded Enrollment	Current Enrollment	Total Days	ADA	% ADA	Center Name	Funded Enrollment	Current Enrollment	Total Days	ADA	% ADA
Auberry Park	20	19	21	18	90%	Bannon Creek	20	21	21	20	100%
Bright Beginnings	80	79	21	77	96%	Broadway	20	20	21	20	100%
Country Woods	40	36	21	37	93%	Crossroad Gardens	20	20	20	19	95%
Crossroad Gardens	20	17	20	19	95%	Freedom Park	40	43	21	40	100%
Elkhorn	20	20	21	19	95%	Hillsdale	40	40	21	36	90%
Freedom Park	20	19	21	18	90%	Job Corp	20	18	21	19	95%
Fruitridge	20	20	21	18	90%	Mather	20	21	21	21	105%
Galt	60	58	21	58	97%	Norma Johnson	20	21	21	20	100%
Grizzly Hollow	20	20	21	20	100%	North Avenue	20	21	21	19	95%
Hillsdale	40	39	21	38	95%	Northview	20	21	21	21	105%
Hopkins Park	40	40	21	38	95%	Phoenix Park	20	21	21	21	105%
Illa Collin	20	18	21	15	75%	Sharon Neese	20	21	21	21	105%
Kennedy Estates	20	17	21	17	85%						
LaVerne Stewart	20	20	21	20	100%						
Mather	20	21	21	19	95%						
Nedra Court	20	20	21	20	100%	TOTAL	280	288	Varied	277	99%
North Avenue	40	40	18	38	95%						
Northview	20	20	21	19	95%						
Phoenix Park	40	40	21	38	95%	Home Base Option					
Solid Foundation	40	39	21	37	93%	Center Name	Funded Enrollment	Current Enrollment	Weekly Home Visits	Socializations	
Strizek Park	20	20	21	20	100%	Home Base	60	34	02 29 31 20 24	2	
Vineland	20	20	21	20	100%						
						TOTAL	60	34	Varied	2	
TOTAL	660	642	Varied	623	94%						

**SETA OPERATED PROGRAM MONTHLY ENROLLMENT/ADA REPORT FOR
JANUARY 2013**

TRACK V

Extended Option - Up to 6 hours/day, 5 days/week					
Center Name	Funded Enrollment	Current Enrollment	Total Days	ADA	% ADA
Parker	12	14	21	13	108%
TOTAL	12	14	Varied	13	108%

AARA Expansion- Up to 4 hours/day, 5 days/week					
Center Name	Funded Enrollment	Current Enrollment	Total Days	ADA	% ADA
Walnut Grove	20	19	21	18	90%
TOTAL	20	19	Varied	18	90%

Early Head Start - Center Base Option					
Center Name	Funded Enrollment	Current Enrollment	Total Days	ADA	% ADA
Broadway	8	8	21	7	88%
Crossroad Gardens	8	7	20	7	88%
Elkhorn	16	16	21	15	94%
Grizzly Hollow	8	8	21	8	100%
Job Corp	16	16	21	15	94%
Mather	8	7	21	7	88%
New Helvetia I	16	16	21	13	81%
Norma Johnson	8	8	21	8	100%
Northview	8	7	21	8	100%
Phoenix Park	8	7	21	7	88%
Sharon Neese ELC	16	15	21	15	94%
TOTAL	120	115	Varied	110	92%

Early Head Start - Home Base Option								
Center	Funded Enrollment	Current Enrollment	Weekly Home Visits				Socializations	
Home Base	109	93	25	64	60	60	65	2
TOTAL	109	93	25	64	60	60	65	2

AARA EHS Expansion- Home Base Option								
Center	Funded Enrollment	Current Enrollment	Weekly Home Visits				Socializations	
EHS SOP	36	34	11	18	22	19	22	2
River Oak	60	57	19	40	36	28	43	2
SCOE	36	37	0	26	35	17	23	2
TOTAL	132	128	30	84	93	64	88	6

Head Start - Home Base Option								
Center	Funded Enrollment	Current Enrollment	Weekly Home Visits				Socializations	
Home Base	12	13	4	11	7	7	9	2
TOTAL	12	13	4	11	7	7	9	2

SPECIAL EDUCATION REPORT

Sacramento County Head Start/Early Head Start
(As of 1/31/13)

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)	48	(11%)	N/A	
Sacramento City USD (1292)(147)	133	(10%)	14	(10%)
San Juan USD (700) (161)	86	(12%)	9	(6%)
WCIC (120)	8	(7%)	N/A	
SETA (2796) (345) (1878 Tracks)	152	(8%)	44	(13%)
County (4621)* (653)*	448	(10%)	67	(10%)

* Totals include ARRA enrollments

AFE = Annual Funded Enrollment

% AFE = Percentage of Annual Funded Enrollment

SPECIAL EDUCATION REPORT

Sacramento County Head Start/Early Head Start
(As of 02/28/13)

The Special Education Report shows the percentage of enrolled preschool aged children with a diagnosed disability receiving services through an Individualized Education Plan (IEP). For Early Head Start, the Special Education Report shows the number of children ages 0-3 who are receiving early intervention services through an Individualized Family Services Plan (IFSP).

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

<u>Agency/AFE (HS)(EHS)</u>	<u>Head Start #IEP (% AFE)</u>		<u>Early Head Start #IFSP (% AFE)</u>	
Twin Rivers USD (211)	23	(11%)	N/A	
Elk Grove USD (420)	49	(12%)	N/A	
Sacramento City USD (1292)(147)	139	(11%)	14	(10%)
San Juan USD (700) (161)	91	(13%)	9	(6%)
WCIC (120)	12	(10%)	N/A	
SETA (2796) (345) (1878 Tracks)	169	(9%)	44	(13%)
County (4621)* (653)*	483	(10%)	67	(10%)

* Totals include ARRA enrollments

AFE = Annual Funded Enrollment

% AFE = Percentage of Annual Funded Enrollment

SETA Head Start

Food Service Operations Monthly Report

*January 2013

January 1st - Holiday - Happy New Year!

January 7th - Fruitridge Center Closed due to lack of heat

January 7th, 8th & 9th - Some of North Avenue Classes closed due to lack of heat

January 8th - Crossroads Center closed due to lack of water.

January 21st - Holiday - Martin Luther King Day

January 23rd - Some of North Avenue Classes closed due to lack of heat

Total Number of Meals and Snacks Prepared for All Kitchens

Lunch	PM Snack	Breakfast	Field Trips
42,388	25,130	29,168	260

Total Amount of Meals and Snacks Prepared **96,946**

Purchases:

Food	\$73,643.81
Non - Food	\$15,197.37

Building Maintenance and Repair: \$2,370.02

Kitchen Small Wares and Equipment: \$0.00

Vehicle Maintenance and Repair : \$2,274.27

Vehicle Gas / Fuel: \$1,843.09
Normal Delivery Days 21

SETA Head Start

Food Service Operations Monthly Report

*February 2013

February 4th - Lavern Stewart Closed for Painting

February 15th - Daddy & Me Lunch at New Helvetia II
Lunch Provided for 25 guests

February 18th - Presidents Day Holiday

Total Number of Meals and Snacks Prepared for All Kitchens

Lunch	PM Snack	Breakfast	Field Trips
39,417	23,190	27,152	80

Total Amount of Meals and Snacks Prepared **89,839**

Purchases:

Food **\$68,959.36**

Non - Food **\$15,495.09**

Building Maintenance and Repair: **\$1,624.88**

Kitchen Small Wares and Equipment: **\$2,804.52**

Vehicle Maintenance and Repair : **\$2,329.65**

Vehicle Gas / Fuel: **\$1,420.82**

Normal Delivery Days **19**

REGION I
2012-2013
BUDGET BALANCE

PETTY CASH FUND 2012-2013
BUDGET \$10 PER CHILD (HS) and \$15 PER CHILD (EHS)

SITE	# OF CHILDREN	Beg. Bal	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Obligated	Remaining
Bright Beginnings 1201A	20	200.00														200.00
Bright Beginnings 1201B	20	200.00		11.64	6.77	15.02		5.62								160.95
Bright Beginnings 1201C	20	200.00	10.16		89.09			109.28	10.61	21.75						-40.89
Bright Beginnings 1201D	20	200.00			10.02	61.89										128.09
Fruitridge 1216A	20	200.00	21.55	5.39	71.05		28.74		70.81							2.46
Fruitridge 1216B	20	200.00		16.69				36.00								147.31
Fruitridge 1216C	20	200.00		185.43	80.58	23.71			10.25							-99.97
Hopkins Park A	20	200.00		80.35												119.65
Hopkins Park B	20	200.00														200.00
Hopkins Park C	20	200.00				26.93										173.07
Hopkins Park D	20	200.00				19.28	10.73									169.99
Illa Collin 1221A	20	200.00			19.88			126.38								53.74
Illa Collin 1221B	20	200.00	32.30		13.72	31.78	1.72		15.71							104.77
Job Corp 1237X	20	200.00		57.39	58.79	9.69	5.90		12.96							55.27
Job Corp - EHS 1237M	8	120.00														120.00
Job Corp - EHS 1237U	8	120.00														120.00
Kennedy E 1240A	20	200.00	22.40		39.84		44.56	51.41								41.79
Kennedy E 1240B	20	200.00					16.40	19.08								164.52
La Verne Stewart 1219A	20	200.00														200.00
La Verne Stewart 1219B	20	200.00		21.64	29.13											149.23
Mather 1223A	20	200.00	15.55	9.21	17.23		9.69	15.31								133.01
Mather 1223B	20	200.00		59.75	13.79											126.46
Mather 1223R	20	200.00		60.47		18.35										121.18
Mather 1223X	20	200.00		32.30	11.85	31.15										124.70
Mather - E.H.S. 1223U	8	120.00														120.00
Parker 1207E	12	144.00		17.20												126.80
TOTAL		4904.00	101.96	557.46	461.74	237.80	117.74	363.08	120.34	21.75	0.00	0.00	0.00	0.00	0.00	2922.13


APPROVED BY:


Signature of Program Manager (Karen Gonzales)

DATE:

3/12/13

REVIEWED BY:


Signature of Fiscal Chief (Roy Kim)

DATE:

3/12/13

REGION II
2012-2013
BUDGET BALANCE

BUDGET \$10 PER CHILD (HS) and \$15 PER CHILD (EHS)

SITE	# OF CHILDREN	Beg. Bal	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Obligated	Remaining
Bannon Creek 1200A	20	200.00														200.00
Bannon Creek 1200B	20	200.00														200.00
Bannon Creek 1200X	20	200.00														200.00
Broadway 1246A	20	200.00		25.06												174.94
Broadway 1246R	20	200.00		11.80				40.72								147.48
Broadway 1246X	20	200.00			57.11											142.89
Broadway 1246U	8	80.00			37.25											42.75
New Helvetia I 1212U	16	240.00			78.27											161.73
New Helvetia II 1247A	20	200.00		46.74	57.07											96.19
New Helvetia II 1247B	20	200.00														200.00
North Ave 1256A	20	200.00			6.47	4.31										189.22
North Ave 1256B	20	200.00		29.81				78.34								91.85
North Ave 1256C	20	200.00		29.99												170.01
North Ave 1256D	20	200.00		36.02	4.31											159.67
North Ave 1256X	20	200.00			105.29											94.71
Northview - E.H.S.1224U	8	120.00	7.54			81.63										30.83
Northview 1224A	20	200.00														200.00
Northview 1224B	20	200.00			30.43											169.57
Northview 1224R	20	200.00					19.38									180.62
Northview 1224X	20	200.00	12.49													187.51
Solid Foundation A	20	200.00			33.92	33.59	47.38	26.94	5.38							52.79
Solid Foundation B	20	200.00														200.00
Solid Foundation C	20	200.00						28.02								171.98
Vineland 1211A	20	200.00	32.84			48.96			16.20							102.00
Vineland 1211B	20	200.00				22.00	26.96									151.04
TOTAL		4840.00	52.87	179.42	410.12	190.49	93.72	174.02	21.58	0.00	0.00	0.00	0.00	0.00	0.00	3717.78

PETTY CASH FUND 2012-2013

REGION III
2012-2013

BUDGET \$10 PER CHILD (HS) and \$15 PER CHILD (EHS)

BUDGET BALANCE

SITE	# OF CHILDREN	Beg. Bal	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Obligated	Remaining
Elkhorn A	20	200.00			25.47											174.53
Elkhorn B	20	200.00			18.51											181.49
Elkhorn C	20	200.00	17.00	6.85	57.66											118.49
Elkhorn D	20	200.00			15.01		23.58	22.75								138.66
Elkhorn X	20	200.00			123.70											76.30
Elkhorn EHS	16	240.00			95.68				25.16							119.16
Freedom Park 1239A	20	200.00						74.52								125.48
Freedom Park 1239B	20	200.00			12.90											187.10
Freedom Park 1239C	20	200.00			16.99											183.01
Freedom Park 1239D	20	200.00	13.74	86.28	26.59	89.90	3.20									-19.71
Freedom Park 1239X	20	200.00		15.04	60.48											124.48
Freedom Park 1239R	20	200.00			8.05	8.62										183.33
Hillsdale 1228A	20	200.00		20.18	9.96			152.81								17.05
Hillsdale 1228B	20	200.00			29.33	12.47										158.20
Hillsdale 1228C	20	200.00			64.25											135.75
Hillsdale 1228D	20	200.00			16.86											183.14
Hillsdale 1228R	20	200.00			5.03	15.57	27.42		71.27							80.71
Hillsdale 1228X	20	200.00			32.55		66.04									101.41
Norma Johnson 1214F	20	200.00		58.87				202.78								-61.65
Norma Johnson 1214X	20	200.00		55.93	52.13	32.63	37.12	11.88	48.66							-38.35
Norma Johnson - EHS	8	120.00	78.66		10.65	88.44			10.67							-68.42
Sharon Neese 1249R	20	200.00			33.40		5.39	40.00								121.21
Sharon Neese 1249X	20	200.00			33.25			25.83								140.92
Sharon N-EHS 1249U	16	240.00			13.87		33.05	27.60	6.48							159.00
Strizek 1225A	20	200.00			6.14											193.86
Strizek 1225B	20	200.00		65.75	15.71											118.54
TOTAL		5200.00	109.40	308.90	784.17	247.63	195.80	558.17	162.24	0.00	0.00	0.00	0.00	0.00	0.00	2833.69

REGION IV
2012-2013
BUDGET BALANCE

PETTY CASH FUND 2012-2013
BUDGET \$10 PER CHILD (HS) AND \$15 PER CHILD (EHS)

SITE	# OF CHILDREN	Beg. Bal	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Pending	Remaining
Auberry Park 1238A	20	200.00					26.70									173.30
Auberry Park 1238B	20	200.00														200.00
Country Woods 1245A	20	200.00				27.85										172.15
Country Woods 1245B	20	200.00														200.00
Country Woods 1245C	20	200.00					8.62	149.75								41.63
Country Woods 1245D	20	200.00														200.00
Crossroad - E.H.S. 1242U	8	120.00						5.80								114.20
Crossroad G 1242R	20	200.00	48.53		11.38			48.93								91.16
Crossroad G 1242X	20	200.00			194.78											5.22
Crossroads - 1242A	20	200.00	38.82	65.32		109.64	35.64		58.60							-108.02
Galt 1234A	20	200.00				67.45										132.55
Galt 1234B	20	200.00		15.15			15.83									169.02
Galt 1234C	20	200.00														200.00
Galt 1234D	20	200.00		46.44	49.84	7.21	12.16		15.95							68.40
Galt 1234E	20	200.00			34.58	40.47										124.95
Galt 1234F	20	200.00														200.00
Grizzly Hollow - E.H.S.	8	120.00														120.00
Grizzly Hollow 1252 A	20	200.00					35.76									164.24
Grizzly Hollow 1252B	20	200.00					12.81	43.69								143.50
Nedra 1244A	20	200.00						87.14								112.86
Nedra 1244B	20	200.00			36.88			18.90	8.64							135.58
Nedra 1244C	20	200.00			25.23			58.83	9.96							105.98
Phoenix Park EHS1248U	6	90.00		9.67												80.33
Phoenix Park 1248A	20	200.00				16.93										183.07
Phoenix Park 1248B	20	200.00						10.22								189.78
Phoenix Park 1248X	20	200.00			53.29											146.71
Walnut Grove 1235A	20	200.00	102.93			43.95										53.12
TOTAL		5130.00	190.28	136.58	405.98	313.50	147.52	423.26	93.15	0.00	0.00	0.00	0.00	0.00	0.00	3419.73

PETTY CASH FUND 2012-2013
 BUDGET \$10 PER CHILD and \$15 PER CHILD (EHS)

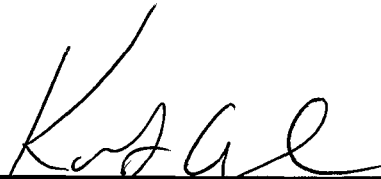
HOME BASE
 2012-2013
 BUDGET BALANCE

SITE	NUMBER OF CHILDREN	Beg. Bal	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Obligated	Remaining
B. Parnell	11	165.00														165.00
C. Bunge	11	165.00														165.00
D. Nichols	11	165.00														165.00
J. Crawford Blain	11	165.00														165.00
J. Jimenez	11	165.00														165.00
K. Aroyau	11	165.00														165.00
K. Lee	11	165.00	11.36													153.64
L. Letourneaux	11	165.00	66.70													98.30
L. Moore	11	165.00		12.92												152.08
L. Schleicher	11	165.00						27.44								137.56
K. Afoyan	11	165.00														165.00
M. Supelveda	15	150.00														150.00
J. Isaac	15	150.00	40.27													109.73
L. Glines	15	150.00			3.99		12.44		5.38							128.19
M. Edwards	15	150.00						14.01								135.99
V. Oezhehovsky	15	150.00														150.00
R. Ramirez	15	150.00														150.00
TOTAL		2715.00	118.33	12.92	3.99	0.00	12.44	41.45	5.38	0.00	0.00	0.00	0.00	0.00	0.00	2520.49

FIELD TRIP FUND 2012-2013
 BUDGET \$7 PER CHILD

SITE	Beg. Bal	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Remaining
Head Start	14000.00	168.25	124.25	2133.25	453.25	228.25	197.25	223.25	0.00	0.00	0.00	0.00	0.00	10472.25
														0.00
EHS	8500.00	375.00	148.50	457.53	0.00	0.00	180.00	0.00	0.00	0.00	0.00	0.00	0.00	7338.97
														0.00
TOTAL	22500.00	543.25	272.75	2133.25	453.25	228.25	377.25	223.25	0.00	0.00	0.00	0.00	0.00	17811.22

APPROVED BY:




 Signature of Program Manager (Karen Gonzales)

DATE:

3/12/13

REVIEWED BY:



 Signature of Fiscal Chief (Roy Kim)

DATE:

3/12/13

ITEM VII- DISCUSSION

BACKGROUND:

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

NOTES:

ITEM VIII – PUBLIC PARTICIPATION

BACKGROUND:

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

NOTES: