

## *Thought of the Day:*

*“Don't let someone else's opinion of you become  
your reality.”*

*Author: Les Brown*

### **AGENDA**

**Sacramento Employment and Training Agency  
HEAD START PARENT ADVISORY COMMITTEE  
Regular Meeting**

**Tuesday                      August 20, 2024                      9:00 a.m.**  
925 Del Paso Boulevard, Suite 100, Board Room,  
Sacramento, CA 95815

#### **PUBLIC COMMENT PROCEDURES**

Public comments will be accepted until the adjournment of the meeting, distributed to the members of the Committee and included in the record.

#### **In-Person Public Comment**

While the SETA Head Start Parent Advisory Committee welcomes and encourages participation in the Committee meetings, it would be appreciated if you would limit your comments to three minutes so that everyone may be heard. Matters under jurisdiction of the SETA Head Start Parent Advisory Committee and not on the posted agenda or any off-agenda matters may be addressed by the general public following completion of the regular agenda. The SETA Head Start Parent Advisory Committee limits testimony on matters not on the agenda to three minutes per person and not more than ten minutes for a particular subject. To submit the request for public comment, please fill out a speaker card and give it to the Clerk of the Boards or send an email at [Anzhelika.Simonenkova@seta.net](mailto:Anzhelika.Simonenkova@seta.net). Please include in your request the item(s) on which you would like to participate.

#### **Accommodations**

Meeting facilities are accessible to persons with disabilities. Requests for Assisted Listening Devices or other considerations should be made through the Clerk's office at (916) 263-3753.

This meeting is digitally recorded and available to members of the public upon request.

This document and other Committee meeting information may be accessed through the Internet by visiting the SETA webpage: [www.seta.net/board/board-agendas](http://www.seta.net/board/board-agendas).

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#### **GOVERNING BOARD**

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**Patrick Kennedy**  
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County of Sacramento

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**Anita Maldonado**  
EXECUTIVE DIRECTOR

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**CALL TO ORDER**  
**PLEDGE OF ALLEGIANCE**  
**ROLL CALL**

- Parent Advisory Committee (PAC) Meeting Attendance Update
- Introduction of Newly Seated Representatives

<b>I.</b>	<b>CONSENT ITEMS:</b>	
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<b>II.</b>	<b>ACTION ITEMS:</b>	
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	• Society of St. Vincent De Paul Sacramento Person-to-Person Assistance	
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	✓ PAC Recruitment	
	✓ Male Involvement	
	✓ Community of Practice	
	B. Policy Council – Ms. Fienishia Wash	
	C. Head Start Deputy Director – Ms. Karen Griffith	
	✓ Monthly Head Start Report	
	D. Head Start Managers	
	✓ Lisa Carr – Family Engagement, Home Base, and ERSEA Services	
	✓ Megan Lamb – School Readiness, Special Education, and Mental Health Services	
	✓ Gricelda Ocegueda – Health, Oral Health, Nutrition, Food Services, Quality Assurances and On-going Monitoring	
	✓ Betsy Uda – Safe Environments, Facilities, and Licensing	

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<b>IX.</b>	<b>ADJOURNMENT</b>	

**DISTRIBUTION DATE:** Tuesday, July 9, 2024

Parent Advisory Committee meeting hosted by:  
Royal Jones (Chair), Aterious Cuffee (Vice Chair)  
Jessica Mitchell (Secretary), Lizeth Ortiz (Treasurer), Omari Eaten (Parliamentarian)

## ROLL CALL

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

- Vacant, 16<sup>th</sup> Avenue Head Start
- Vacant, Alder Grove Early Learning Center
- Vacant, Alder Grove I/T Head Start
- Vacant, Bannon Creek Head Start
- Aterious Cuffee, Vice Chair, Bret Harte Head Start**
- Vacant, Bright Beginnings Head Start
- Vacant, Capital City Head Start
- Lizeth Ortiz, CP Huntington Head Start**
- Vacant, Crossroad Gardens Head Start
- Vacant, Dudley Head Start
- Jessica Mitchell, Secretary, Early Head Start (Home Base)**
- Royal Jones, Chair, Early Head Start (Home Base)**
- Jasmine Simmons, Elkhorn Head Start**
- Vacant, Florin Head Start
- Vacant, Franklin Head Start
- Vacant, Freedom Park Head Start
- Vacant, Freeport Head Start
- Vacant, Fruitridge Head Start
- Vacant, Galt Head Start
- Vacant, Grizzly Hollow
- Vacant, Hillsdale Head Start
- Vacant, Hiram Johnson Head Start
- Vacant, Hopkins Park Head Start
- Vacant, Illa Collin Head Start
- Vacant, Job Corps Head Start
- Vacant, Kennedy Estates Head Start
- Vacant, LaVerne Stewart Head Start
- Vacant, Marina Vista Early Learning Center
- Vacant, Mather Head Start
- Vacant, Nedra Court Head Start
- Vacant, Norma Johnson Early Learning Center
- Vacant, North Avenue Head Start
- Alexis Garcia, Northview Head Start**
- Vacant, Parker Head Start
- Maryum Sami, Phoenix Park Head Start**
- Vacant, Pre-School (Home Base)
- Vacant, Pre-School (Home Base)
- Vacant, River Oak Center for Children
- Vacant, Sacramento County Office of Education
- Omari Eaton, Sharon Neese Early Learning Center**
- Vacant, Sharon Neese Early Learning Center
- Vacant, Solid Foundation Head Start
- Vacant, Strizek Park Head Start
- Vacant, Walnut Grove Head Start
- Le Andra Jones-Villalta, Past Parent Representative**
- Khamaria Holleman, Past Parent Representative**
- Fienishia Wash, Grandparent Representative**
- Dennesha Callhoum, Foster Parent Representative**
- Debra Cummings, Parent Ambassador Representative**
- Vacant, Parent Ambassador Representative



**ROLL CALL**  
(Continued)

**Program Year 2023-2024 - New Representatives to be seated**

Armonie Martin, Freedom Park Head Start

Vacant, 16<sup>th</sup> Avenue Head Start

Vacant, Alder Grove ELC

Vacant, Alder Grove I/T Head Start

Vacant, Bannon Creek Head Start

Vacant, Bright Beginnings Head Start

Vacant, Capital City Head Start

Vacant, Crossroad Gardens Head Start

Vacant, Florin Head Start

Vacant, Franklin Head Start

Vacant, Freedom Park Head Start

Vacant, Fruitridge Head Start

Vacant, Grizzly Hollow Head Start

Vacant, Hillsdale Head Start

Vacant, Hiram Johnson Head Start

Vacant, Hopkins Park Head Start

Vacant, Illa Collin Head Start

Vacant, Job Corps Head Start

Vacant, Kennedy Estates Head Start

Vacant, LaVerne Stewart Head Start

Vacant, Mather Head Start

Vacant, Marina Vista Head Start

Vacant, Nedra Court Head Start

Vacant, Norma Johnson Head Start

Vacant, North Avenue Head Start

Vacant, Parker Head Start

Vacant, Pre-school (Home Base)

Vacant, River Oak Center for Children

Vacant, SCOE

Vacant, Sharon Neese

Vacant, Solid Foundation

Vacant, Strizek Park Head Start

Vacant, Walnut Grove Head Start

Vacant, Outgoing Chair

Vacant, Parent Ambassador Rep.

**PAC MEETING ATTENDANCE  
PROGRAM YEAR 2023-2024**

**The PAC was seated on November 21, December 19, 2023, and  
January 16, March 19, April 23, May 21, June 18, 2024.**

COMMITTEE MEMBER	CENTER	11/21	12/19	1/16	2/20	3/19	4/23*	5/21	6/18	7/16	8/20	9/17	10/15
Vacant Seated	<b>16A</b>												
Vacant Seated	<b>AG ELC</b>												
Vacant Seated	<b>AG I/T</b>												
Vacant Seated	<b>BC</b>												
Vacant Seated	<b>BC</b>												
<b>Aterious Cuffee Seated 12/19</b>	<b>BH</b>		X	X	X	X	X	U	E	X			
Vacant Seated	<b>BB</b>												
Vacant Seated	<b>CC</b>												
<b>Lizeth Ortiz Seated 4/23</b>	<b>CPH</b>						X	X	X	X			
Vacant Seated	<b>CR</b>												
<del>Chelsea Sims S/B 7/16</del>	<b>D</b>							U	U	U			
<b>Jessica Mitchell Seated 11/21</b>	<b>EHS/HB</b>	X	X	X	E	X	X	X	X	E			
<b>Royal Jones Seated 11/21</b>	<b>EHS/HB</b>	X	X	X	X	X	X	X	X	E			
<b>Jasmine Simmons Seated 6/18</b>	<b>EL</b>							U	X	X			
Vacant Seated	<b>EL</b>												
Vacant Seated	<b>F</b>												
Vacant Seated	<b>FA</b>												
<b>Armonie Martin S/B 8/20</b>	<b>FP</b>												
Vacant Seated	<b>FPT</b>												
Vacant Seated	<b>FT</b>												
<del>Joanna Autumn Murphy R 7/16</del>	<b>G</b>	U	X	X	X	X	X	E	X	R			
Vacant Seated	<b>GH</b>												
Vacant Seated	<b>H</b>												
Vacant Seated	<b>HJ</b>												
Vacant Seated	<b>HI</b>												
Vacant Seated	<b>HP</b>												
Vacant Seated	<b>IC</b>												
Vacant Seated	<b>JC</b>												
Vacant Seated	<b>K</b>												

COMMITTEE MEMBER	CENTER	11/21	12/19	1/16	2/20	3/19	4/23*	5/21	6/18	7/16	8/20	9/17	10/15
Vacant Seated	<b>LVS</b>												
Vacant Seated	<b>MV</b>												
Vacant Seated	<b>M</b>												
Vacant Seated	<b>NC</b>												
Vacant Seated	<b>NJ</b>												
Vacant Seated	<b>NA</b>												
<b>Alexis Garcia Seated 5/21</b>	<b>NV</b>							X	X	X			
Vacant Seated	<b>NV</b>												
Vacant Seated	<b>PA</b>												
<b>Maryum Sami Seated 1/16</b>	<b>PP</b>			X	X	X	X	X	E	X			
Vacant Seated	<b>PS/HB</b>												
Vacant Seated	<b>PS/HB</b>												
Vacant Seated	<b>RO</b>												
Vacant Seated	<b>SCOE</b>												
<b>Omari Eaten Seated 6/18</b>	<b>SN</b>								X	X			
Vacant Seated	<b>SN</b>												
Vacant Seated	<b>SF</b>												
Vacant Seated	<b>S</b>												
Vacant Seated	<b>SP</b>												
Vacant Seated	<b>WG</b>												
<b>Debra Cummings Seated 3/19</b>	<b>PAR</b>					X	X	X	X	X			
<b>Laura Quinones-Neri R 8/6</b>	<b>PAR</b>							X	E	E			
<b>Dennesha Callhoum Seated 3/19</b>	<b>FPR</b>					X	X	X	X	X			
<b>Kahmaria Holleman Seated 11/21</b>	<b>PPR</b>	X	X	X	X	E	X	X	X	X			
<b>Le Andra Jones-Villalta Seated 11/21</b>	<b>PPR</b>	X	X	X	PC	X	X	X	X	X			
<b>Fienishia Wash Seated 11/21</b>	<b>GPR</b>	X	X	X	X	X	X	X	X	X			
Vacant Seated	<b>OGC</b>												

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 Governance and Parent Engagement Coordinator, Ms. Gaylon Ndiaye, at (916) 263-5662; and
3. Third, please call the PAC Chair, Mr. Royal Jones, at (916) 840-4036, or the Clerk of the Boards, Ms. Anzhelika Simonenkova, at (916) 263-3753.

**PARENT ADVISORY COMMITTEE - MEETING  
ATTENDANCE UPDATE PROGRAM YEAR 2023-2024  
(Continued)**

**Head Start Center Abbreviations**

**16A** - 16<sup>th</sup> Avenue  
**AG ELC** - Alder Grove Early Learning Center  
**AG I/T** - Alder Grove Infant/Toddler Center  
**BC** - Bannon Creek  
**BB** - Bright Beginnings  
**BH** - Bret Harte  
**CC** - Capital City  
**CPH** - CP Huntington  
**CR** - Crossroad Gardens  
**D** - Dudley  
**EHS/HB** - Early Head Start/Home Base  
**EL** - Elkhorn  
**F** - Florin  
**FA** - Franklin  
**FP** - Freedom Park  
**FPT** - Freeport  
**FT** - Fruitridge  
**G** - Galt  
**GH** - Grizzly Hollow  
**H** - Hillsdale  
**HI** - Hiram Johnson

**HP** - Hopkins Park  
**IC** - Illa Collin  
**JC** - Job Corps  
**K** - Kennedy Estates  
**LVS** - LaVerne Stewart  
**MV** - Marina Vista Early Learning Center  
**M** - Mather  
**NC** - Nedra Court  
**NJ** - Norma Johnson  
**NA** - North Avenue  
**NV** - Northview  
**PA** - Parker Avenue  
**PP** - Phoenix Park  
**PS/HB** - Pre-school/Home Base  
**RO** - River Oak  
**SCOE** - Sacramento County Office of Education  
**SN** - Sharon Neese  
**SF** - Solid Foundation  
**S** - Spinelli  
**SP** - Strizek Park  
**WG** - Walnut Grove

**Representative Abbreviations:**

**CR** - Community Representative  
**FPR** - Foster Parent Representative  
**GPR** - Grandparent Representative

**OGC** - Out Going Chair  
**PAR** - Parent Ambassador Representative  
**PPR** - Past Parent Representative

**Attendance Record and Meetings Abbreviations:**

**\*** - Special Meeting  
**\*\*** - Ethics Training with Policy Council  
**AE** - Alternate Excused  
**AP** - Alternate Present  
**CD** - Child Dropped  
**E** - Excused  
**NM** - No Meeting  
**PAC** - Parent Advisory Committee

**PC** - PAC Board Business  
**R** - Resigned  
**RS** - Reseat  
**S/B** - Should be, or should have been (seated)  
**U** - Unexcused  
**X** - Present

**CONSENT ITEM I-A**  
**Approval of the Minutes of the July 16, 2024 Regular Meeting**

**RECOMMENDATION:**

Approve the minutes of the July 16, 2024 meeting.

**BACKGROUND:**

This agenda item provides an opportunity for the Parent Advisory Committee to review and approve the minutes of the July 16, 2024 meeting.

**ACTION** Moved: \_\_\_\_\_ Second: \_\_\_\_\_

**VOTE** Aye: \_\_\_\_\_ Nay: \_\_\_\_\_ Abstain: \_\_\_\_\_

## MINUTES/SYNOPSIS

### Sacramento Employment and Training Agency HEAD START PARENT ADVISORY COMMITTEE Regular Meeting

Tuesday July 16, 2024 9:00 a.m.  
925 Del Paso Boulevard, Suite 100, Board Room,  
Sacramento, CA 95815

#### CALL TO ORDER

#### PLEDGE OF ALLEGIANCE

#### ROLL CALL

Ms. Cuffee called the meeting to order at 9:04 a.m., read the thought of the day, and called the roll; a quorum was met.

#### Members Present:

Le Andra Jones-Villalta, Past Parent Representative  
Debra Cummings, Parent Ambassador  
Dennesha Calhoun, Foster Parent (*arrived and seated at 9:05 a.m.*)  
Kahmaria Holleman, Past Parent Representative  
Lizeth Ortiz, CP Huntington Head Start (*left at 10:05 a.m.*)  
Fienishia Wash, Grandparent Representative  
Jasmine Simmons, Elkhorn Head Start (*arrived and seated at 9:10 a.m.*)  
Omari Eaton, Sharon Neese Head Start  
Aterious Cuffee, Bret Harte  
Alexis Garcia, Northview Head Start (*arrived and seated at 9:09 a.m.*)  
Maryum Sami, Job Corps

#### New Members Seated Present:

#### New Members to be Seated but Absent:

Chelsea Sims, Dudley Head Start (unexcused)

#### Members Absent:

Royal Jones, Early Head Start (Home Base) (*excused*)  
Jessica Mitchell, Early Head Start (Home Base) (*excused*)  
Laura Quinones-Neri, Parent Ambassador (*excused*)  
Joanna Autumn Murphy, Galt (*resigned effective 7/16/24*)

#### I. CONSENT ITEM:

##### A. Approval of the Minutes of the June 18, 2024 Special Board Meeting

Ms. Calhoun arrived at 9:05 a.m.

Moved/Jones-Villalta, second/Wash, to approve the June 18, 2024, minutes as distributed.

#### Roll call vote:

Aye: 8 (Wash, Sami, Eaton, Calhoun, Holleman, Cummings, Jones-Villalta, Ortiz)

Nay: 0

Abstention: 1 (Cuffee)  
Absent: 5 (Simmons, Jones, Garcia, Quinones-Neri, Mitchell)

**II. ACTION ITEMS:**

**A. Approval to Accept Head Start/Early Head Start Cost-of-Living Adjustment (COLA) Funding for Program Year 2024-2025**

Ms. Karen Griffith reviewed the item. She advised that SETA was given a 2.35% (\$448,627 to Early Head Start and \$1,197.402 to Head Start) COLA from the Office of Head Start specifically for wage increases. Once approved, it will be effective August 1, 2024.

Ms. Garcia arrived and was seated at 9:09 a.m.

Moved/Wash, second/Jones-Villalta, to approve the acceptance of the Cost-of-Living Adjustment (COLA) in the amount of \$448,627 to Early Head Start and \$1,197.402 to Head Start to the base grant for Program Year 2024-2025.

Roll call vote:

Aye: 9 (Wash, Sami, Eaton, Calhoun, Garcia, Holleman, Cummings, Jones-Villalta, Ortiz)

Nay: 0

Abstention: 1 (Cuffee)

Absent: 4 (Simmons, Jones, Quinones-Neri, Mitchell)

Ms. Simmons arrived and was seated at 9:10 a.m.

**B. Election of SETA-Operated Representatives and Alternates to the Policy Council for Program Year 2023-2024**

Ms. Cuffee reviewed the item.

Ms. Wash nominated Ms. Calhoun. However, Ms. Calhoun declined the nomination.

There were no other nominations at this time.

Moved/Sami, second/Cummings, to table the election of three (3) representative positions and five (5) alternate positions to the next meeting.

Roll call vote:

Aye: 10 (Wash, Simmons, Sami, Eaton, Calhoun, Garcia, Holleman, Cummings, Jones-Villalta, Ortiz)

Nay: 0

Abstention: 1 (Cuffee)

Absent: 3 (Jones, Quinones-Neri, Mitchell)

**C. Election of Parent Advisory Committee Parent Ambassador Alternate for Program Year 2023-2024**

Ms. Cuffee reviewed the item.

There were no nominations at this time.

Moved/Wash, second/Jones-Villalta, to table the election of Parent Advisory Committee Parent Ambassador Alternate to the next meeting.

Roll call vote:

Aye: 10 (Wash, Simmons, Sami, Eaton, Calhoun, Garcia, Holleman, Cummings, Jones-Villalta, Ortiz)

Nay: 0

Abstention: 1 (Cuffee)

Absent: 3 (Jones, Quinones-Neri, Mitchell)

### III. INFORMATION ITEMS:

#### B. Standing Information Items

##### ➤ Fiscal Monthly Report/Corporate Card Monthly Statement of Account

Mr. Han reviewed the fiscal report for the eleventh month, which ended June 30, in the 2023-2024 program year. He advised that total Head Start Year-to-Date expenditures are at 84.7%. SETA recently submitted a no-cost extension and budget modification. Once approved, it will allow time to complete planned projects and spend down the funds. The Non-Federal Share Year-to-Date expenditures are at 29.1%, above the required 25%. SETA is at 10.9% for Administrative expenditures, below the 15.0% maximum. The SETA Operated Programs Expenditures Head Start and Early Head Start reports were reviewed. Most line items are on pace, considering a no-cost extension that was recently submitted. The funds of the American Rescue Plan Act (ARP) and the Corona Virus Response and Relief Supplemental Appropriation Act (CRRSA) were reviewed. The American Express and CitiBank credit card statements didn't reveal anything not ordinary. The SETA Operated California Department of Education (CDE) and California Department of Social Services (CDSS) funding report were reviewed for June 2024.

Ms. Sami inquired if the Toastmasters are available for parents to participate. Mr. Han advised that it's currently being discussed, and Ms. Ndiaye will advise interested parents shortly.

##### ➤ Health Service Advisory Committee (HSAC) Report: the next meeting will be held on Tuesday, July 23, 2024, at 1:00-3:00 p.m., virtually. Ms. Wash will provide updated at the next Parent Advisory Committee meeting.

##### ➤ Community Resources – Parents/Staff

Ms. Jones-Villalta reviewed the community resources provided in the packet.

#### C. Head Start Policy Council Minutes for May 28, 2024: No questions

#### A. Presentation of the Community of Practice - Supporting School Readiness Success of Young African American Boys

Ms. Russell presented on the Community of Practice, Supporting School Readiness Success of Young African American Boys, strategies, goals, and progress made at the Agency. The presentation is attached to these minutes.

The Board thanked Ms. Russell for her presentation and inquired about parental involvement. Ms. Griffith outlined the next steps, which included various opportunities for



active parental participation.

#### **IV. COMMITTEE REPORTS:**

- Executive Committee  
The next meeting will be held on Monday, July 22, 2024, at 10:00 a.m. at the SETA Administrative building.
- Budget/Planning Committee  
The next meeting will be held on Tuesday, August 13, 2024, at 1:00 p.m. at the SETA Administrative building.
- Parent Ambassador Committee  
The next meeting will be held on Friday, July 19, 2024, at 11:00 a.m., at the SETA Administrative building.
- Social/Hospitality Committee  
The date and time for the next meeting will be determined later.
- Personnel/Bylaws Committee  
The next meeting will be held on Tuesday, July 23, 2024, at 11:00 a.m., at the SETA Administrative building.

#### **V. OTHER REPORTS:**

- A.** Chair: No report
- B.** Policy Council  
Ms. Wash advised that the next Policy Council regular meeting will be held on Tuesday, July 23, 2024, at 9:00 a.m., at the SETA Board Room.
- C.** Head Start Deputy Director: (1:05)  
Ms. Griffith provided an update on the budget cuts reported at the last meeting. The 1.3M of General Child Care and Development (CCTR) funds planned for additional full-day Early Head Start slots were being rescinded. However, recently, SETA received notification that the funds were restored. SETA is excited to expand the Early Head Start services needed in Sacramento County.

Ms. Griffith advised that SETA continues to work on the Corrective Action Plan from the Risk Assessment Notification (RAN) received from the Office of Head Start a couple of months ago. In this countywide effort, SETA plans to provide additional coaching and support to the Delegate Agencies and revamp Safety and Supervision training. The first week of August will also be a mandatory training week for all SETA teaching staff. The preschool classes will be closed for that week.

Ms. Griffith, on behalf of Ms. Uda, provided the following updates:

- A heat advisory was sent out to all SETA sites for those days when the temperature reaches over 100°F.
- SETA is working with landlords and vendors to repair failing air conditioners at the sites.

- D.** Head Start Managers

- ✓ Lisa Carr - Family Engagement, Home Base, and ERSEA Services:

Ms. Carr introduced herself and advised that this year, SETA will aggregate classroom-specific analytics to determine resources, topics during parent meetings, and in-service and professional growth opportunities for parents.

Ms. Carr stated that during a mandatory training week on August 5-8, conversations will be held about the need to increase attendance and how it correlates with academic achievements.

Ms. Carr reviewed the enrollment report provided in the packet. She advised that it has reached 96% for Head Start and 93% for Early Head Start. SETA continues its enrollment efforts to meet the required 97% of the Full Enrollment Plan.

In response to Ms. Sami's question, Ms. Carr advised that if children need to transition to a preschool class and there are no vacancies at the current site, the options are to choose another nearby site with available slots, get on the waiting list for the preferred site, or participate in the Home-Based Program in the meantime. Remote classroom options are not allowable post-pandemic.

Ms. Ortiz suggested having classroom celebrations for good attendance to encourage children and families not to miss school.

Ms. Carr additionally advised that SETA is working on connecting families in need with community partners through the SETA Workforce Department to assist with transportation, rent, employment, and other issues.

Ms. Cuffee suggested incorporating gas cards to help families with transportation expenses and improve children's attendance.

- ✓ Megan Lamb - School Readiness, Special Education, and Mental Health Services: Ms. Lamb reported that SETA has been developing its internal capacity and a training network for teaching and other staff who work with children and families. Recently, SETA conducted training for the Site Supervisors on practice-based coaching, enabling them to act as on-site coaches for their staff.

Furthermore, SETA has made significant enhancements to the pre-service mandatory training, as well as the method of presenting and sharing information. These changes are designed to make the training experience more engaging and effective for the staff.

Ms. Ortiz suggested including training on providing resources and services and being more attentive to children with challenging behaviors. Ms. Lamb advised that SETA hired an Intervention Specialists Coordinator to supervise the Intervention Specialists' team, who will find a way to address the increased need for services for children with behavioral challenges. Ms. Ortiz additionally suggested establishing periodic check-ins with each family to build relationships between families and staff.

- ✓ Gricelda Ocegueda – Health, Oral Health, Nutrition, Food Services, Quality Assurance, and On-going Monitoring: Ms. Ocegueda advised that Betty Irene Moore School of Nursing students started a few weeks ago. In the next couple of weeks, they'll be working on providing TB screenings to about 100 employees as part of the annual screening recommended

by the Sacramento County Health Department.

Additionally, Ms. Ocegueda mentioned that the Department of Public Health is currently reviewing the finalized Narcan Policy, which will be presented for approval by the Board. In the meantime, staff members are receiving training on the use of Narcan during onboarding orientation, annual CPR training, and pre-service training.

Ms. Ocegueda informed the Board that next month, SETA will have a calendar of monthly workshops for parents covering different health topics for the new program year. She urged members to help spread the word to increase parent participation in these webinars. She also emphasized the importance of advocating for new members to comply with required health screenings, as the staff actively encourages parents to do the same.

Finally, Ms. Sami inquired about the availability of halal and kosher meat choices at the centers. Ms. Ocegueda confirmed that a vendor has been identified, but the current challenge involves ensuring the preparation process prevents cross-contamination. She assured us that discussions on this matter are ongoing and that further updates will be provided at future meetings.

- ✓ Betsy Uda – Safe Environments, Facilities, and Licensing:  
Ms. Karen Griffith provided a report on behalf of Ms. Uda under the Head Start Deputy Director's report.

**VI. CENTER UPDATES:** None

**VII. DISCUSSION:**

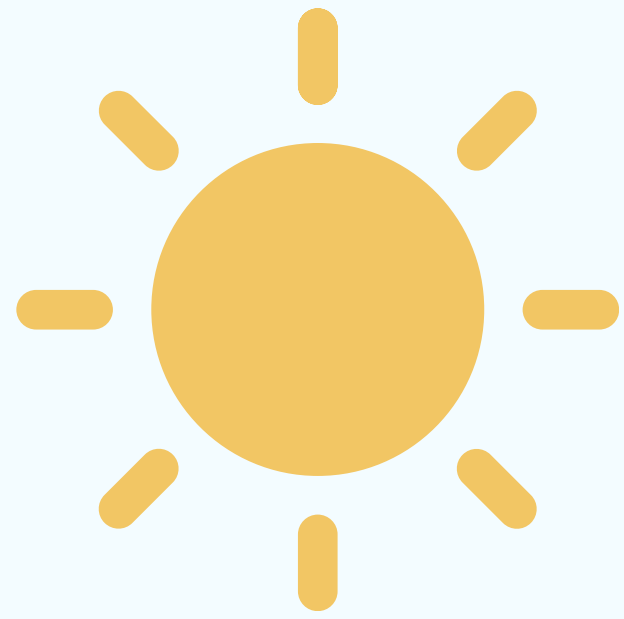
The Board shared its Parent Bonding Activity experience of visiting the SMUD Museum of Science and Curiosity, enjoying exhibits, feeling inspired and enlightened, and spending quality time together.

Ms. Simmons raised the concern about the limited number of disabled parking spaces (only 2) at her center, which are being used by non-disabled visitors. Ms. Griffith will address this issue with the Site Supervisor.

**VIII. PUBLIC PARTICIPATION:** None

**IX. ADJOURNMENT:** The meeting adjourned at 10:57 a.m.

Note: The minutes reflect the actual progression of the meeting.



# SETA

# Planting the Seeds for Change

**Supporting the School Readiness & Success  
of Young African American Boys**



# We realized that before we could grow something new, we had to stop and assess the ground on which we are cultivating.

## Are there invasive or destructive weeds to be pruned?

Recognizing bias that exists within our staff and practices.

## Are we missing voices of expertise?

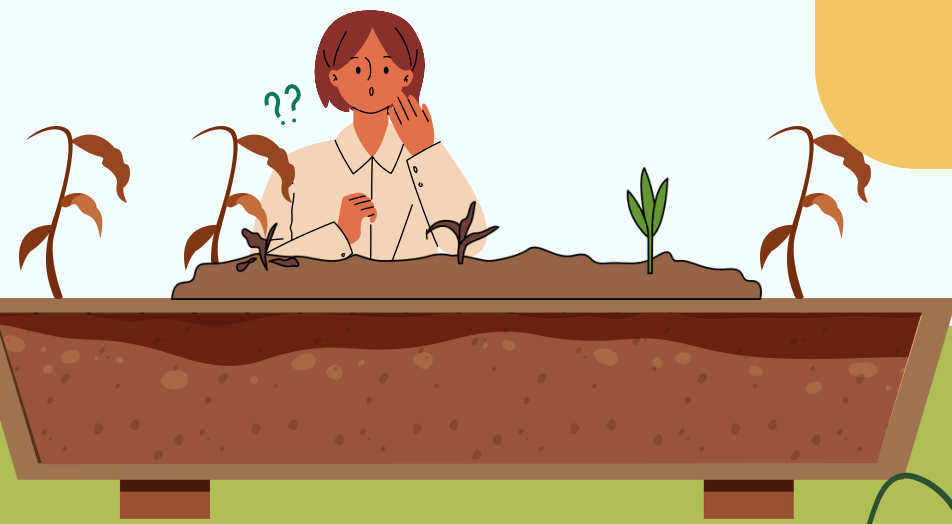
Identifying gaps in the COP team and expanding representation and community partners

## Are resources going where they are most needed?

Looking at data for needs and services

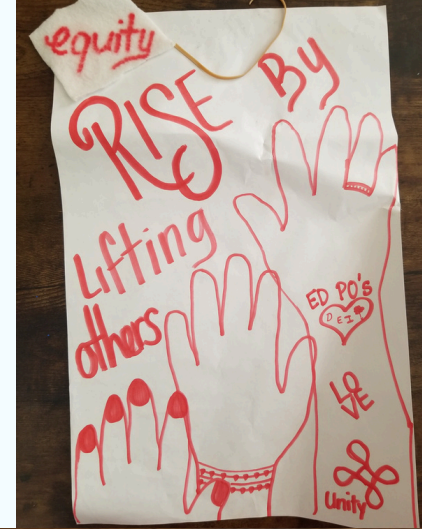
## Is our soil ready for planting?

- Establishing common language
- Identifying opportunities to expand understanding or Diversity, Equity, Inclusion, Acceptance and Belonging
- Looking at policies, procedures, communications





“The design features hands reaching for **equity** at different levels symbolizing the importance of recognizing individual circumstances and historical discrimination. We understand that equal outcomes cannot be achieved by treating everyone the same.”



“The poster represents **diversity** in that all the butterflies differ in size, shape and style and have individual fingerprints in the center.”

### Equity Poster Activity



“When all our beautiful pieces come **together**, it makes a beautiful puzzle”



### One Word

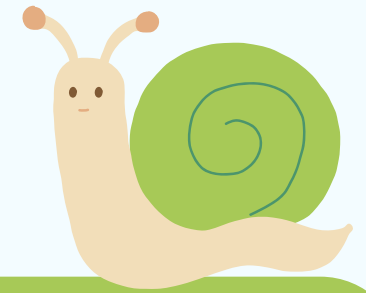
### Re-energizing Male Engagement



### Collaborating in the community



### Raise Your Hand



### Shared Language,

**Equality is everyone getting a pair of shoes.**

**Diversity is everyone getting a different type of shoe.**

**Equity is everyone getting a pair of shoes that fits.**

**Acceptance is understanding we all wear different kinds of shoes.**

**Belonging is wearing the shoes you want without fear of judgment.**

Head Start Parent Advisory Committee

The Office of Head Start has developed the following Equity Statement:

The Office of Head Start (OHS) is dedicated to ensuring that children, families, and communities — including those who have been adversely affected by persistent poverty, racism, and bias — thrive through services that support the development of the whole child and implementing systems that promote an inclusive culture. OHS is committed to reviewing policies and programmatic decisions that identify disparities that create barriers to full and equal participation for families. OHS will host par focus groups to explore and implement opportunities for family input and feedback on OHS policies, systems, and services.

SETA is also developing a plan to strengthen our approaches to equity in the program. One of the strategies is **Building Relationships**. We are asking you to do this activity as part of your site/team meeting:

- Trace your hand on a piece of paper
- Add a commitment statement to your hand about something you will do to build stronger relationships with the children, families or even coworkers. Some possible questions to consider but are not limited to:
  - What is a strategy that can make every child, parent, staff feel welcome and included when they are at a SETA site or activity?
  - What can be done to help learn about the goals our clients have for their children and families?
  - What can be done to learn how children and families with different backgrounds, experiences, and identities experience the Head Start program?
- Use the provided People Color Crayons to represent your hand
- Share your ideas with your team
- The site may want to even display the hands as a visual commitment board

I Commit to making others feel Valued, Welcomed, respected, and heard.

Tuesday, August 20, 2024







# SMARTIE Goal

**By the end of the 2024–2025 program year, SETA will advance social emotional outcomes of African American boys through implementation of equitable, inclusive, and culturally responsive strategies and practices across all service areas.**



# SMARTIE Goal- Next Steps

## Intervention -Mental Health/ Disabilities

- Emotional Literacy Campaign
- Increase use of PDA for young boys of color- use frequency counts to measure
- Examine Positive Behavior Support Plans procedures to solidify expectations of a strength based approach

## School Readiness- Education

- Empathy Interviews with Teachers
- Curriculum Enhancements- Including Family Culture in authentic ways
- Environment Checklist- Opportunities for Big Active Play
- Assess books and materials to ensure strength-based representation of African American men and boys

## Health

- PD on Health Equity
- Connecting with Black Child Legacy, First 5, Youth Forward and other agencies for increased access to Sacramento resources

## PDM

- Plan of Action to go to PC/ GB
- Agency wide Strategic Planning to address DEIB goals
- Evaluating Policies & Procedures for equity and improvement
- Integrating equity knowledge into hiring questions

## Family Engagement

- Empathy Interviews with families
- Redesign parent Handbook with Equity lens
- Using SNIPS/ Parent Outcome data to drive program changes
- Embedding Father/Male Caregiver engagement in daily routines and events

## ERSEA

- Empathy Interviews regarding chronic absenteeism
- Campaign to increase attendance
- Increased recruitment at targeted community events
- Examine forms & processes for any obstacles for families

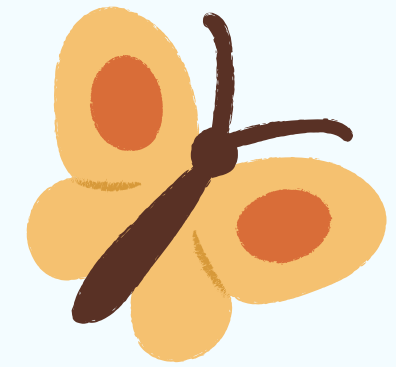
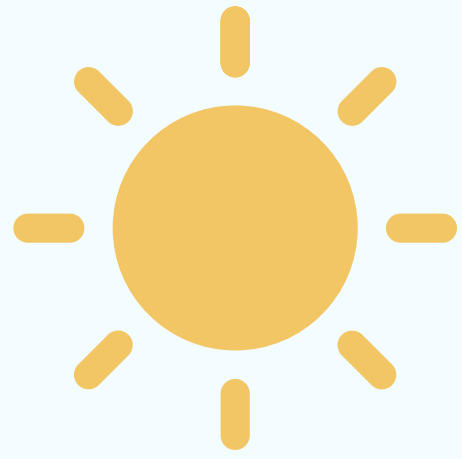


**“Behind Every Data Point,  
is a CHILD”**

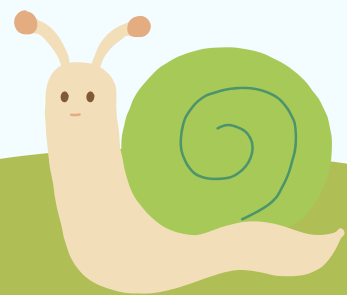


SETA  
Community  
Garden





# Thank you!



**ACTION ITEM II-A  
Election of SETA-Operated Representatives and Alternates to the Policy Council for  
Program Year 2023-2024**

**RECOMMENDATION:**

That the Parent Advisory Committee elect three (3) Representatives and five (5) Alternates.

Representatives Nominated	Alternates Nominated

**BACKGROUND:**

This agenda item provides an opportunity for the PAC to elect SETA-Operated Representatives and Alternates to the Sacramento County Head Start Policy Council (PC).

The duties of Representatives include:

- ✓ Attend monthly Policy Council meetings held at the SETA Board room on the fourth Tuesday of each month at 9:00 a.m.
- ✓ Attend Committee meetings as needed
- ✓ Report to the PAC members information received and decisions made by the Policy Council
- ✓ Policy Council Representatives must be a parent of children currently enrolled in the Head Start/Early Head Start program

PAC Bylaws referenced:

**Article III – Membership, Section 3: Policy Council Members, B:**

*“Six (6) SOP PAC Representatives and six (6) Alternates shall be elected to the Policy Council. Representatives must be a parent of a child/children currently enrolled in the SOP Head Start program. Partner Representatives are not eligible to hold an SOP PAC Representative seat on the PC.”*

In addition, refer to:

**ACTION ITEM II-A** (continued)  
Page 2

**Article III – Membership, Section 5: Other Provisions, E:**

*“Members holding a seat (member who has not been re-elected/replaced) at the Annual PAC meeting shall not be elected to represent PAC on the PC.”*

**ACTION** Moved: \_\_\_\_\_ Second: \_\_\_\_\_

**VOTE** Aye: \_\_\_\_\_ Nay: \_\_\_\_\_ Abstain: \_\_\_\_\_

**ACTION ITEM II-B  
Election of Parent Advisory Committee Parent Ambassador and Alternate for Program  
Year 2023-2024**

**RECOMMENDATION:**

That the Parent Advisory Committee elect one (1) Parent Ambassador and one (1) Alternate.

**BACKGROUND:**

This agenda item provides an opportunity for the Parent Advisory Committee (PAC) to elect Parent Ambassador and Alternate for Program Year 2023-2024. The duties of PAC Community Representative are prescribed in the Bylaws in Article III – Membership, Section 2C.

**SECTION 2: C. Community Representatives**

Additional PAC members will include:

5. Two (2) voting Parent Ambassador Representatives shall be elected by the Parent Ambassador Committee. These Representatives may or may not be a current parent. There shall be two Alternates for the Parent Ambassador Representative position.

**ACTION** Moved: \_\_\_\_\_ Second: \_\_\_\_\_

**VOTE** Aye: \_\_\_\_\_ Nay: \_\_\_\_\_ Abstain: \_\_\_\_\_

**INFORMATION ITEM III-A**  
**Standing Information**

**BACKGROUND:**

- Fiscal Monthly Report/Corporate Card Monthly Statement of Account: Mr. Victor Han
- Health Service Advisory Committee (HSAC) Report: Ms. Fienishia Wash
- Community Resources – Parent/Staff: Ms. Le Andra Jones-Villalta
  - Relief for Energy Assistance through Community Help (REACH)
  - Society of St. Vincent De Paul Sacramento Person-to-Person Assistance

**NOTES:**

# Relief for Energy Assistance through Community Help (REACH)



## Get Help with a Past Due Energy Bill

The Relief for Energy Assistance through Community Help (REACH) program is administered by the Dollar Energy Fund. The program applies payments directly to the past-due utility bills of eligible households. In 2024, PG&E contributed \$55 million to support Dollar Energy Fund and expand the REACH program. More customers are now eligible for payment assistance, **and benefit levels have increased as of July, 2024.**

REACH currently offers two types of relief. You may qualify for one of these programs depending on your household income.

[dollarenergy.org](http://dollarenergy.org)





# NEED HELP?

**HELPLINE** Call or Email

**916.572.7553**  
**svdpsachelp@gmail.com**

Messages are checked Monday through Friday. Your call will be referred to the nearest local conference volunteer who can respond to your request. Responses usually occur within 24 to 48 hours.

## Person-to-Person Assistance with:



## SERVING OUR NEIGHBORS IN:

Amador County, Auburn, Benicia, Burney, Carmichael, Chico, Citrus Heights, Davis, Dixon, Dunsmuir, Elk Grove, Esparto, Fair Oaks, Fairfield, Folsom, Fort Jones, Gridley, Lincoln, Marysville, Mt. Shasta, North Highlands, Orangevale, Paradise, Rancho Cordova, Redding, Rio Visto, Roseville, Sacramento, Vacaville, Vallejo, Weed, West Sacramento, Winters, Yuba City

*\*St. Vincent de Paul conducts its work while maintaining confidentiality and the dignity of those served.*

[www.svdpsacramento.org](http://www.svdpsacramento.org)



**INFORMATION ITEM III-B**  
**Head Start Policy Council Minutes**

**BACKGROUND:**

This agenda item provides an opportunity for the Parent Advisory Committee to review the Policy Council Minutes of the June 25, 2024 meeting.

**NOTES:**

## MINUTES/SYNOPSIS

### Sacramento Employment and Training Agency HEAD START POLICY COUNCIL Regular Meeting

Tuesday                      June 25, 2024                      9:00 a.m.  
925 Del Paso Boulevard, Suite 100, Board Room,  
Sacramento, CA 95815

#### CALL TO ORDER

#### PLEDGE OF ALLEGIANCE

#### ROLL CALL

Ms. Wash called the meeting to order at 9:06 a.m., read the thought of the day, and called the roll; a quorum was not met. The Policy Council met the quorum at 9:10 a.m. with arrival of Ms. Cuffee.

#### Members Present:

Fienishia Wash, Outgoing Chair

Debra Cummings, Community Agency Representative

Le Andra Jones-Villalta, SETA-Operated Program

Khalid Ouadrhiri, San Juan Unified School District

Aterious Cuffee, SETA-Operated Program (*arrived and seated at 9:10 a.m.*)

New Members Seated Present: None

New Members to be Seated but Absent: None

#### Members Absent:

Maryum Sami, SETA-Operated Program (*excused*)

Laura Quinones-Neri, Community Agency Representative (*unexcused*)

Graciela Garduno, Vice Chair, EHS San Juan Unified School District (*unexcused*)

Angelina Mejia, Sac City Unified School District (*unexcused*)

#### I. CONSENT ITEM:

##### A. Approval of the Minutes of the May 28, 2024 Regular Meeting

The minutes were reviewed; no questions or corrections.

Moved/Cummings, second/Ouadrhiri, to approve the May 28, 2024, minutes as distributed.

#### Roll call vote:

Aye: 4 (Cuffee, Cummings, Jones-Villalta, Ouadrhiri)

Nay: 0

Abstention: 1 (Wash)

Absent: 4 (Mejia, Garduno, Sami, Quinones-Neri)

#### II. ACTION ITEMS:

##### A. Election of Policy Council Community Representatives and Alternates for Program Year 2023-2024

There were no nominations at this time.

Moved/Jones-Villalta, second/Cummings, to table the election of two (2) Parent Ambassador Representatives, two (2) Past Parent Representatives, and one (1) Foster Parent Representatives and Alternates to the next meeting.

Roll call vote:

Aye: 4 (Cuffee, Cummings, Jones-Villalta, Ouadrhiri)

Nay: 0

Abstention: 1 (Wash)

Absent: 4 (Mejia, Garduno, Sami, Quinones-Neri)

**B. Election of Policy Council Parliamentarian for Program Year 2023-2024**

There were no nominations at this time.

Moved/Cuffee, second/Ouadrhiri, to table the election of Parliamentarian to the next meeting.

Roll call vote:

Aye: 4 (Cuffee, Cummings, Jones-Villalta, Ouadrhiri)

Nay: 0

Abstention: 1 (Wash)

Absent: 4 (Mejia, Garduno, Sami, Quinones-Neri)

**C. Election of Community Action Board Alternate**

Mr. Ouadrhiri nominated himself as the alternate to the Community Action Board (CAB).

There were no other nominations.

Mr. Ouadrhiri was unanimously approved.

Moved/Jones-Villalta, second/Cuffee, to elect Mr. Ouadrhiri to serve as Low-Income Sector alternate to CAB.

Roll call vote:

Aye: 4 (Cuffee, Cummings, Jones-Villalta, Ouadrhiri)

Nay: 0

Abstention: 1 (Wash)

Absent: 4 (Mejia, Garduno, Sami, Quinones-Neri)

**III. INFORMATION ITEMS:**

**A. Standing Information Items**

➤ Fiscal Monthly Report/Corporate Card Monthly Statement of Account

Mr. Han reviewed the combined PC/PAC fiscal report for the tenth month, which ended May 31, in the 2023-2024 program year. The total year-to-date countywide expenses are at 70.1%, below the 83.33% needed to be on track. The Non-Federal Share Year-to-Date expenditures are at 27.3%, above the required 25.0%. SETA submitted a Non-Federal Share waiver request for agencies below the required percentage. Administrative expenditures are at 9.9%, below the 15.0% maximum.

The funds of the American Rescue Plan Act (ARP) and the Corona Virus Response and Relief Supplemental Appropriation Act (CRRSA) were reviewed. These funds expired on March 31, 2024. Currently, SETA and the Delegate Agencies are in a liquidation period until June 30, 2024. SETA expects to receive a twelve-month extension that will allow more time to complete the projects and purchases. The SETA Operated Programs Expenditures report was reviewed. Most line items are on pace. The American Express and CitiBank credit card statements were reviewed without concerns, and no atypical activity was noted.

- Health Service Advisory Committee (HSAC) Report  
Ms. Wash advised that the next HSAC meeting will be held on July 23, 2024, at 1:00 p.m., via Zoom.
- Community Resources  
Ms. Jones-Villalta reviewed the community resources provided in the packet.

**B. SETA's Recruitment Update**

Ms. Green-Johnson has reviewed the recruitment data provided in the agenda packet as backup information. The data pertains to the period from May 10, 2024, through June 6, 2024.

**C. Governing Board Minutes for April 25, 2024: No questions.**

**IV. COMMITTEE REPORTS:**

- Executive Committee  
The next meeting will be held on Monday, July 1, 2024 at 10:00 a.m., at the SETA Administrative building.
- Budget/Planning Committee  
The next meeting will be held on Tuesday, July 9, 2024, at 1:00 p.m. at the SETA Administrative building.
- Parent Ambassador Committee  
The next meeting will be held on Thursday, June 27, 2024, at 1:00 p.m., at the SETA Administrative building.
- Social/Hospitality Committee  
This meeting's date and time are to be determined.
- Personnel/Bylaws Committee  
The next meeting will be held on Tuesday, July 16, 2024, at 11:00 a.m., at the SETA Administrative building.

**V. OTHER REPORTS:**

**A. Executive Director**

Ms. Maldonado advised that SETA has been engaging in strategic planning with Dalberg consultants, who have interviewed team members and stakeholders and surveyed SETA staff. The consulting company will provide further updates at the Board's August meeting.

Ms. Maldonado additionally reported that SETA is planning the All Staff meeting on August 9, 2024. More information will be provided at a later date.

**B. Head Start Deputy Director:**

Ms. Uda, on behalf of Ms. Griffith, advised that following the Risk Assessment Notification (RAN) received a couple of months ago, SETA has been collaborating closely with the Office of Head Start Training and Technical Assistance Office. The developed correction plan includes updating the Policies and Procedures, new items on Safety and Supervision and children's personal rights, and training on unusual incident report writing, all of which will be included in the mandatory all-staff training week. Additionally, SETA will look at the root causes of supervision lapses that occurred and increase internal monitoring.

Ms. Nicolas introduced herself and, on behalf of Ms. Griffith, provided additional updates regarding RAN. She stated that SETA is hiring three additional Program Specialists to support Delegates as part of RAN's corrective action plan.

Ms. Nicolas reported that the Program Information Report is due on August 31, 2024. SETA is reviewing and approving the reports submitted by the Delegate agencies.

**C. Chair: No report**

**D. Head Start Managers**

✓ Lisa Carr - Family Engagement, Home Base, and ERSEA Services:

Ms. Atoyán introduced herself and, on behalf of Ms. Carr, provided an update on countywide training for Home Visitors, which included home visits observations, quality of service, skills building, a parent-child relationship tool, and socialization.

The Board members suggested creating a platform for Home Base families to connect and get to know each other, which would increase attendance at socialization events.

✓ Megan Lamb - School Readiness, Special Education, and Mental Health Services:  
Ms. Garland introduced herself, provided her professional highlights, and, on behalf of Ms. Lamb, provided information on the annual mandatory observation by the Office of Head Start, Classroom Assessment and Scoring System (CLASS), and on-site follow-up training. The two slides presented and discussed are attached to these minutes. She reported that this year, SETA is providing CLASS training for trainers. Site Supervisors were invited to in-depth CLASS training to better support teachers at their centers.

✓ Gricelda Ocegueda – Health, Oral Health, Nutrition, Food Services, Quality Assurance, and On-going Monitoring: No report

✓ Betsy Uda – Safe Environments, Facilities, and Licensing: No report

**E. Open Discussion and Comments: None**

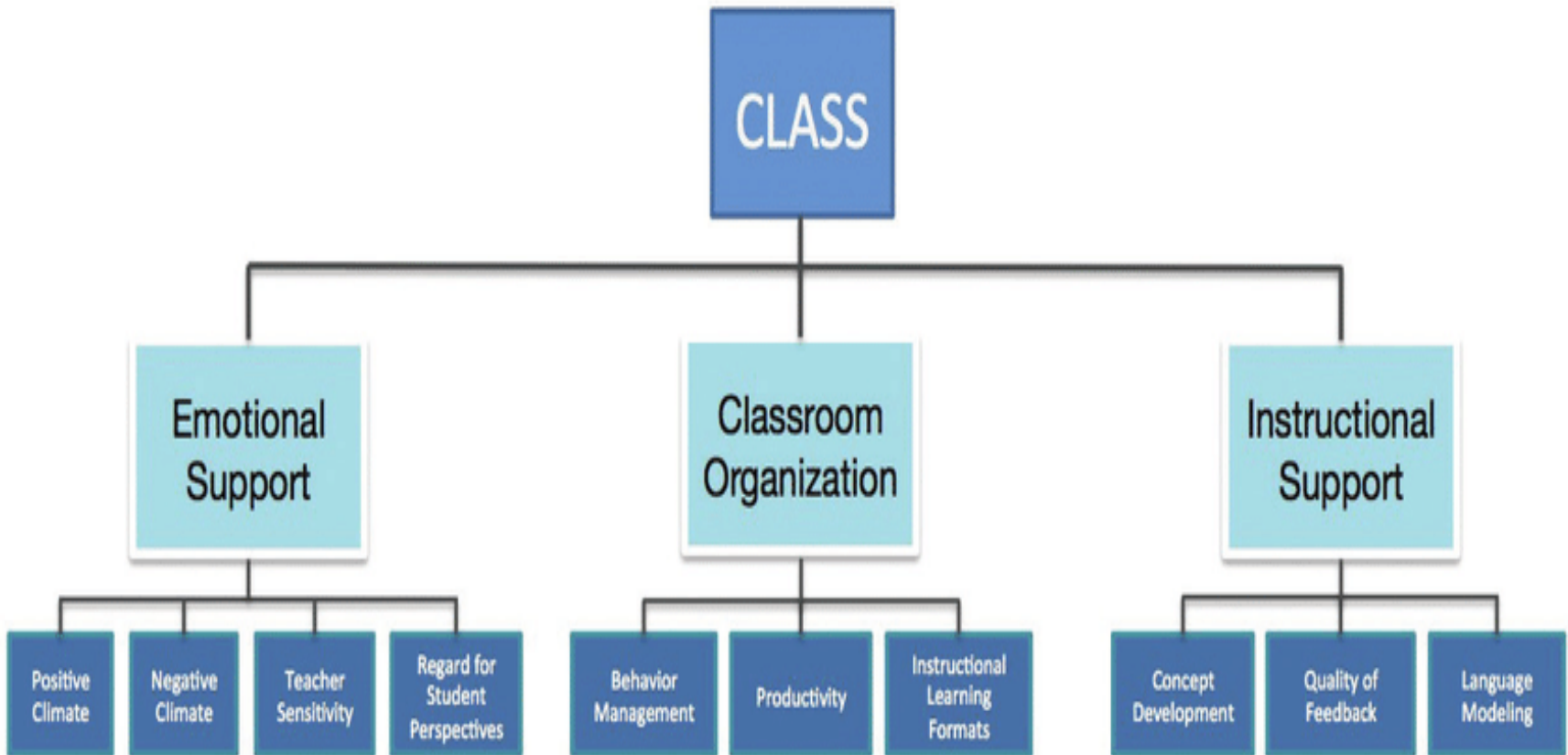
**F. Public Participation: None**

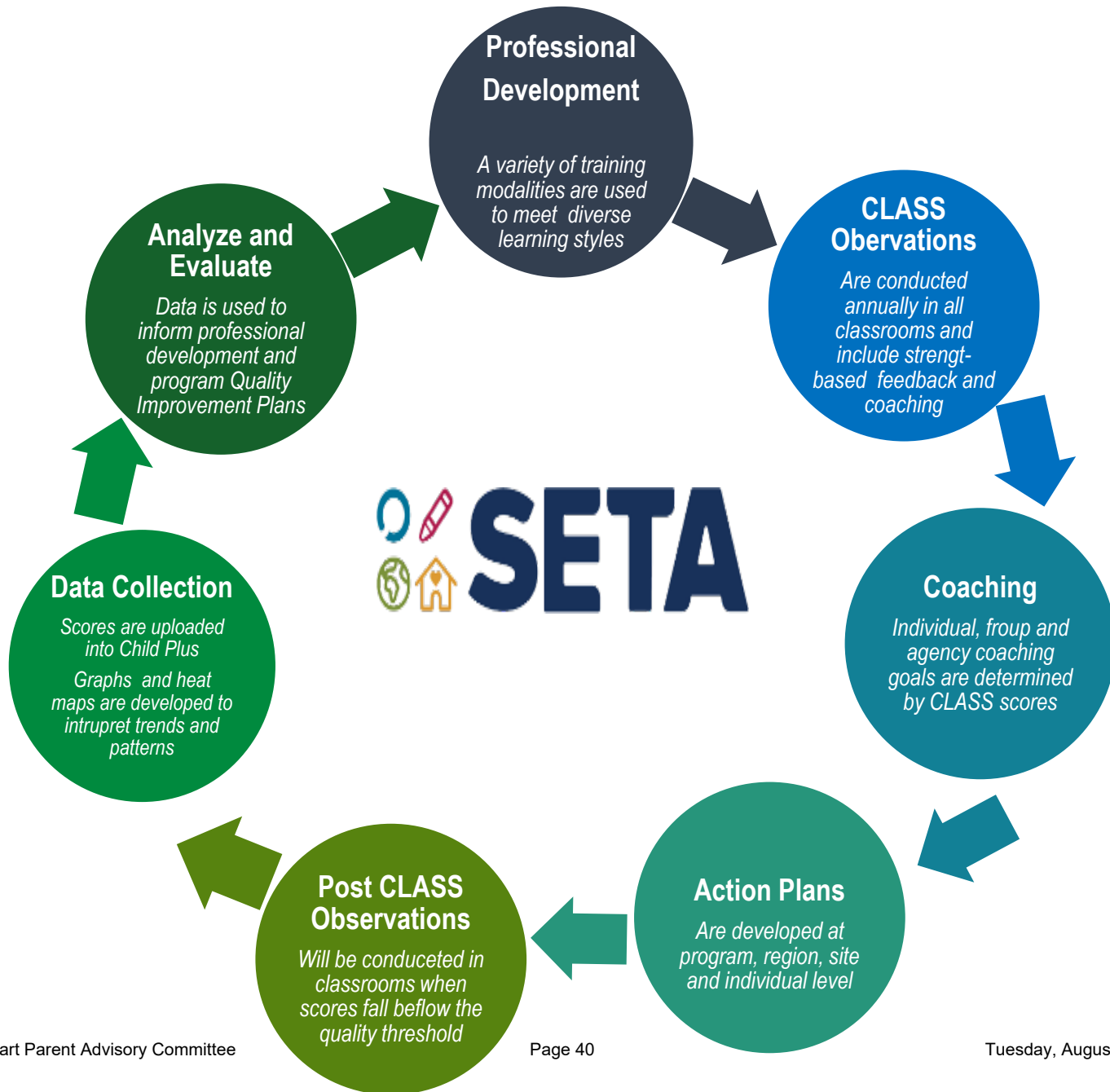
**VI. ADJOURNMENT:** The meeting adjourned at 9:59 a.m.

Note: The minutes reflect the actual progression of the meeting.

# CLASS

## Classroom Assessment and Scoring System







## **COMMITTEE REPORTS ITEM IV**

- Executive Committee Meeting: Mr. Royal Jones

NOTES:

- Budget/Planning Committee Meeting: Mr. Royal Jones

NOTES:

- Parent Ambassador Committee Meeting: Mr. Royal Jones

NOTES:

- Social/Hospitality Committee Meeting: Mr. Royal Jones

NOTES:

- Personnel/Bylaws Committee Meeting: Mr. Royal Jones

NOTES:

## **OTHER REPORTS ITEM V**

### **BACKGROUND:**

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

- A.** Chair – Mr. Royal Jones
  - ✓ PAC Recruitment
  - ✓ Male Involvement
  - ✓ Community of Practice
- B.** Policy Council – Ms. Fienishia Wash
- C.** Head Start Deputy Director – Ms. Karen Griffith
  - ✓ Monthly Head Start Report
- D.** Head Start Managers
  - ✓ Lisa Carr – Family Engagement, Home Base, and ERSEA Services
  - ✓ Megan Lamb – School Readiness, Special Education, and Mental Health Services
  - ✓ Gricelda Ocegueda – Health, Oral Health, Nutrition, Food Services, Quality Assurances and On-going Monitoring
  - ✓ Betsy Uda – Safe Environments, Facilities, and Licensing

### **NOTES:**



# Seta Head Start

## Food Service Operations Monthly Report

### \*July, 2024

- 7/10/24 - Homebase had a field trip to Creepy Crawlers Social we prepared 80 sack lunches.
- 7/18/24 - Hopkins Park had a field trip to Fairytale Town we prepared 46 sack lunches.
  - Parker had a field trip to Colonial Park we prepared 20 sack lunches.
  - Freedom Park had a field trip on site we prepared 30 sack lunches.
- 7/19/24 - Freeport had a field trip to Shasta Community Park we prepared 20 sack lunches.
  - Freedom Park had a field trip on site we prepared 30 sack lunches.
  - Elkhorn EHS had a field trip to Sea Quest we prepared 20 sack lunches.
  - Capital City had a fieldtrip to Fairytale Town we prepared 30 sack lunches.
  - Northview had a field trip to Natomas Fort Park we prepared 100 sack lunches.
- 7/22/24 - Galt had a field trip to Consumnes Community Park we prepared 60 sack lunches.
- 7/25/24 - Florin Grammar had a field trip to Shasta Community Park we prepared 20 sack lunches.
- 7/26/24 - 16th Ave had a field trip to Shasta Community Park we prepared 58 sack lunches
  - Marina Vista had a field trip to Fairtale Town we prepared 35 sack lunches.
  - North Ave had a field trip to Regency Community Park we prepared 80 sack lunches.
  - Bret Harte had a field trip to the Sacramento Zoo we prepared 29 sack lunches.
- 7/30/24 - Norma Johnson had a field trip to the Sacramento Zoo we prepared 50 sack lunches.
  - Bannon Ceek had a field trip on site with Real Magic we prepared 20 sack lunches.
- 7/31/24 - Bannon Creek had a field trip on site with Real Mac we prepared 20 sack lunches.
  - Elkhorn had a field trip to Fairytale Town we prepared 116 sack lunches.
  - Sharon Neese had a field trip to the Sacramento Zoo we prepared 90 sack lunches.
  - CP Huntington had a field trip to Artivio Gurrero Park we prepared 40 sack lunches.

Lunch	PM Snack	Breakfast	Field Trips
28,184	25,556	25,766	21

**Total Amount of Meals and Snacks Prepared** 80,575

**Purchases:**

Food	\$94,453.82
Non - Food	\$12,099.67

**Building Maintenance and Repair:**

**Janitorial & Restroom Supplies:**

**Kitchen Small Wares and Equipment:**

Vehicle Maintenance and Repair: \$1,602.24

Vehicle Gas / Fuel: \$1,497.79  
 Normal Delivery Days 21

# SPECIAL EDUCATION REPORT

## Sacramento County Head Start/Early Head Start

**July 2024**

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: 1302.14 (b)(1) states *a program must ensure at least 10 percent of its total funded enrollment is filled by children eligible for services under IDEA, unless the responsible HHS official grants a waiver.*

Agency	AFE (HS)	Total IEPs	% of AFE	AFE (EHS)	Total IFSPs	% AFE
<b>SETA operated</b>	1544	274	<b>18%</b>	699	205	<b>29%</b>
<b>Twin Rivers USD</b>	160	49	<b>31%</b>	56	4	<b>7 %</b>
<b>Elk Grove USD</b>	480	97	<b>20%</b>	NA		
<b>Sac City USD</b>	676	121	<b>18%</b>	16	0	<b>0%</b>
<b>San Juan USD</b>	888	93	<b>10%</b>	164	11	<b>7%</b>
<b>WCIC</b>	100	10	<b>10%</b>	NA		
<b>COUNTY TOTAL</b>	<b>3848</b>	<b>644</b>	<b>17%</b>	<b>935</b>	<b>208</b>	<b>24%</b>

*AFE: Annual Funded Enrollment*

**SETA HEAD START/EARLY HEAD START  
End of Month Enrollment Report  
July 2024**

HS Center Name (*) CCTR/CSPP Funded	Funded Enrollment	Actual Enrollment	Drop within last 30 days	Total Reported	(c) Closed/Capped %	(a) Actual to Funded Enrollment %
*16th Avenue	40	37	3	40		100%
*Bret Harte	20	20	0	20		100%
*Capital City	20	20	0	20		100%
*CP Huntington	20	20	0	20		100%
*Crossroad Garden	60	59	2	61		102%
*Elkhorn	80	72	4	76		95%
*Freedom Park	60	60	5	65		108%
*Freeport	20	21	0	21		105%
*Hillsdale	80	74	8	82		103%
*Job Corps	20	21	0	21		105%
*Marina Vista	60	32	0	32		53%
*Mather	80	78	0	78		98%
*Norma Johnson	40	41	3	44		110%
*North Avenue	60	52	5	57		95%
*Northview	80	76	1	77		96%
*Phoenix Park	60	46	8	54		90%
*Sharon Neese	60	60	3	63		105%
<b>Alder Grove ELC (d)</b>						
Alder Grove ELC (d)	Closed	0	0	0		0%
Bannon Creek	40	40	3	43		108%
<b>Bright Beginnings (d)</b>						
Bright Beginnings (d)	Closed	0	0	0		0%
<b>Dudley (d)</b>						
Dudley (d)	Closed	0	0	0		0%
Florin	20	20	0	20		100%
<b>Franklin (d)</b>						
Franklin (d)	Closed	0	0	0		0%
<b>Fruitridge (d)</b>						
Fruitridge (d)	Closed	0	0	0		0%
Galt	80	53	27	80		100%
<b>Grizzly Hollow (d)</b>						
Grizzly Hollow (d)	Closed	0	0	0		0%
Home Base	120	120	1	121		101%
Hopkins Park	40	39	1	40		100%
<b>Kennedy Estates (d)</b>						
Kennedy Estates (d)	Closed	0	0	0		0%
LaVerne Stewart	20	20	0	20		100%
<b>Nedra Court (d)</b>						
Nedra Court (d)	Closed	0	0	0		0%
Parker	20	16	0	16		80%
<b>Solid Foundation (d)</b>						
Solid Foundation (d)	Closed	0	0	0		0%
<b>Spinelli (d)</b>						
Spinelli (d)	Closed	0	0	0		0%
<b>Strizek Park (d)</b>						
Strizek Park (d)	Closed	0	0	0		0%
<b>Walnut Grove (d)</b>						
Walnut Grove (d)	Closed	0	0	0		0%
<b>Total</b>						
<b>Total</b>	<b>1200</b>	<b>1097</b>	<b>74</b>	<b>1171</b>	<b>0%</b>	<b>98%</b>

(a) Reason and action plan provided when enrollment is below 100%  
(b) Site(s) with capped classrooms due to staffing  
(c) Percentage when capped/closed amount deducted from funded amount  
(d) Traditional site closed during summer months

**SETA HEAD START/EARLY HEAD START**

**End of Month Enrollment Report**

**July 2024**

<b>EHS Center Name (* CCTR/CSPP Funded</b>	<b>Funded Enrollment</b>	<b>Actual Enrollment</b>	<b>Drop within last 30 days</b>	<b>Total Reported</b>	<b>(c) Closed/Capped %</b>	<b>(a) Actual to Funded Enrollment %</b>
*16th Avenue	18	17	2	19		106%
*Alder Grove I/T	16	14	0	14		88%
*Bret Harte	9	7	2	9		100%
*Captial City	16	11	0	11		69%
*CP Huntington	16	14	3	17		106%
*Crossroad Garden	15	14	2	16		107%
*Elkhorn	16	15	2	17		106%
*Florin (c)	0	0	0	0		0%
*Freedom Park	16	15	2	17		106%
*Hillsdale	17	14	1	15		88%
*Hiram Johnson	32	32	0	32		100%
*Hopkins	6	6	0	6		100%
*Illa Collins (d)	Closed	0	0	0		0%
*Job Corps	25	22	4	26		104%
*Marina Vista	9	7	1	8		89%
*Mather	15	12	3	15		100%
*Norma Johnson	9	9	0	9		100%
*North Avenue	16	15	1	16		100%
*Northview	16	16	2	18		113%
*Phoenix Park	8	8	0	8		100%
*Sharon Neese Center	25	24	1	25		100%
EHS Home Base	200	185	7	192		96%
Galt	16	16	1	17		106%
Grizzly Hollow (d)	Closed	0	0	0		0%
River Oak - Home Base	72	63	4	67		93%
SCOE - Home Base	77	56	7	63		82%
Walnut Grove (d)	Closed	0	0	0		0%
<b>Total</b>	<b>665</b>	<b>592</b>	<b>45</b>	<b>637</b>	<b>0%</b>	<b>96%</b>

**Head Start/Early Head Start Reasons/Observations for under enrollment:**

Vacancies in the following positions that support classroom ratio or enrollment: 23 Education positions (Teacher, Associate Teacher, Associate Teacher/Infant Toddler, Lead Teacher /Infant Toddler) and 1 Family Services Worker.

Operating at reduced funded enrollment, due classes/centers closed during Summer: Alder Grove ELC, Bright Beginnings, Dudley, Franklin, Fruitridge, Grizzly Hollow, Illa Collins, Kennedy Estates, Nedra Court, Solid Foundation, Spinelli, Strizek Park, Walnut Grove. Return to full services August 12, 2024.

**Strategies/Action Plan:**

Human Resources listed job openings within employment search websites and partnered with the following agencies to fill vacancies: CA Head Start Assoc., CalJOBS, ZipRecruiter, Indeed and ADP WFN Recruitment Portal, SETA Job Fair. The following positions were onboarded this month: 4 Associate Teacher, and 1 Lead Teacher Infant Toddler.

Recruitment and networking opportunities to increases awareness of Head Start services and community visibility: Antioch Progressive Church Back to School Night, Marisol Village Forward Festival, Norwood Unity in the Community, Noth Highlands Summer Extravaganza, Macedonia Baptist Church Community Baby Shower, Women’s Empowerment Presentation. From these recruitment events, 33 Interest Forms were completed with families inquiring about Head Start services.

- (a) Reason and action plan provided when enrollment is below 100%
- (b) Site(s) with capped classrooms due to staffing
- (c) Percentage when capped/closed amount deducted from funded amount
- (d) Traditional site closed during summer months

## **CENTER UPDATES ITEM VI**

### **BACKGROUND:**

This agenda item allows PAC the opportunity to discuss events going on at their center.

### **NOTES:**

## **DISCUSSION ITEM VII**

### **BACKGROUND:**

This agenda item allows PAC the opportunity to discuss items not on the agenda.

### **NOTES:**

## **PUBLIC PARTICIPATION ITEM VIII**

### **BACKGROUND:**

The general public is encouraged to participate in PAC meetings. If members of the audience wish to speak, they should address their requests to the Chair.

### **NOTES:**