

2009 JUL -2 PM 7:12

CITY OF OAKLAND
AGENDA REPORT

TO: Office of the City Administrator
ATTN: Dan Lindheim
FROM: Department of Human Services
DATE: July 14, 2009

RE: **Resolution Authorizing The City Administrator, On Behalf Of The City Of Oakland, To Confirm The Re-Appointment Of Krishen Laetsch, Jo-Ellen Spencer And Dr. Stacy Thompson To The Head Start Advisory Panel, Term Beginning March 12, 2008 And Ending March 11, 2011**

SUMMARY

Head Start Staff, Policy Council and Advisory Panel request that the City Council approve a resolution confirming the re-appointments of Krishen Laetsch, Jo-Ellen Spencer and Dr. Stacy Thompson to the Head Start Advisory, term beginning March 12, 2008 and ending March 11, 2011.

As the local grantee for the federal Head Start program, the City of Oakland is required to have an established policy group (Head Start Policy Council) and a governing body (City Council) that share responsibility for overseeing the delivery of high quality services to children and families in accordance with Head Start federal legislation and policies.

In March 2002, the City Council approved a resolution confirming the creation of a Head Start Advisory Panel to assist the City Council in its governance role for the Head Start program. The role of the Advisory Panel is to provide advice and recommendations to the City Council in areas that require shared action by the City Council (as the governing body of Head Start) and the Head Start Policy Council. The Head Start Advisory Panel participates in the planning and review of matters related to the Head Start program and makes recommendations to the Life Enrichment Committee of the City Council for approval.

The membership criteria for the Advisory Panel (*Attachment A*) describe the categories under which current members fit, and were used in the decision-making process to select Krishen Laetsch, Jo-Ellen Spencer and Dr. Stacy Thompson. Mr. Krishen Laetsch is a Program Officer at the San Francisco Community Foundation; Ms. Jo-Ellen Spencer is the Financial Officer of Bananas Child Care, Resource and Referral Agency; Dr. Stacy Thompson is the Acting Dean and Associate Professor in Child Development at Merritt College (resumés included as *Attachments B, C and D*).

Item: _____
Life Enrichment Committee
July 14, 2009

FISCAL IMPACT

Approval of the proposed resolution will authorize the confirmation of the re-appointment of three existing Head Start Advisory Panel members, ensuring the efficient and continued operation of the Oakland Head Start Program. The Head Start Advisory Panel members serve on a voluntary basis. Funding to cover the cost of staff time to support the Head Start Advisory Panel is budgeted under the Department of Human Services Fund (2128), Head Start Organization (78231), Head Start Project (G358010). This Agenda Report has no fiscal impact on the City of Oakland.

BACKGROUND

In March 2002, the City Council created the Head Start Advisory Panel to assist the Council in its role as the Head Start Governing Body. The Head Start Advisory Panel is responsible for overseeing, monitoring and reporting on the implementation of the Oakland Head Start program. As stated above, current Head Start Advisory Panel members are Krishen Laetsch, Program Officer, San Francisco Community Foundation; JoEllen Spencer, Finance Officer, Bananas Child Care Resource and Referral Agency; and Dr. Stacy Thompson, Acting Dean and Associate Professor in Child Development, Merritt College.

The Head Start Advisory Panel has established written procedures and by-laws, which describe how and when governance activities will be performed. The Panel meets monthly, and members invest time and energy to assure proper oversight of the program. Panel members contribute a significant level of involvement in the development, operation, and oversight of the Head Start Program.

KEY ISSUES AND IMPACTS

The Head Start Policy Council and Head Start Governing Body are federally mandated governance structures for all Head Start programs, ensuring the Head Start program is of the highest quality. The City of Oakland's Head Start Policy Council and Advisory Panel are committed to working together with staff, parents, City Council, and community members to ensure that a quality child development program is provided to children and families in Oakland.

PROGRAM DESCRIPTION

Oakland Head Start continues to improve and expand upon services for children and families, and works collaboratively with community partners to ensure that comprehensive services are provided. Together, Head Start and Early Head Start currently provide early childhood development services to a total of 1,574 low-income infant, toddler, and preschool-age children and families throughout Oakland. The City directly serves 1,061 preschool-age children in seventeen Centers and six Family Child Care homes, and the delegate agency (the Unity Council) serves an additional 313 Head Start and 200 Early Head Start children and their families.

Item: _____
Life Enrichment Committee
July 14, 2009

SUSTAINABLE OPPORTUNITIES

Economic: The Head Start program delivers comprehensive, high quality services to children and families in the City of Oakland. The Head Start Advisory Panel ensures the Head Start program has a method of providing advice and recommendations to the City Council on policy-making functions that are designated as responsibilities of the Governing Body (City Council) in Head Start regulations. This will ensure continued quality in the operation of the Oakland Head Start Program.

Environmental: There are no environmental benefits to the City from this report.

Social Equity: All of the Head Start Advisory Panel members reside or conduct business in the City of Oakland and are directly involved in at least one of the following interests: Public Education, Public Health, Family Services, Childcare/Child Development and Management and Administration.

DISABILITY AND SENIOR CITIZEN ACCESS

By federal regulation, Head Start is required to enroll ten percent of its children from among those with special needs, many of whom fall within the definitions in the Americans with Disabilities Act (ADA). The services discussed in this report are aimed wholly or partly at program governance and oversight. Since Head Start is a program for children, any services to seniors (e.g., grandparents of children enrolled) are incidental to services provided to the children themselves.

RECOMMENDATION(S) AND RATIONALE

Approval of this resolution ensures that the Oakland Head Start program has a fully operating governance structure that provides the oversight and accountability required by the Head Start Program. The Advisory Panel will continue to meet monthly and provide advice and recommendations to the City Council on Head Start policy making functions that are the responsibilities of the Governing Body as stated in the Head Start regulations.

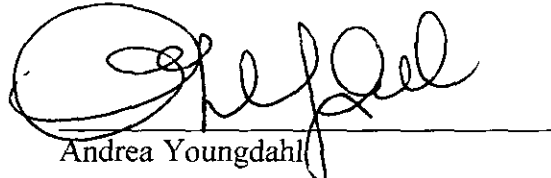
Head Start Staff and Policy Council request that the City Council, on behalf of the City Of Oakland, confirm the re-appointment of Krishen Laetsch, Jo-Ellen Spencer and Dr. Stacy Thompson to the Head Start Advisory Panel, term beginning March 12, 2008 and ending March 11, 2011.

Item: _____
Life Enrichment Committee
July 14, 2009

ACTION REQUESTED OF THE CITY COUNCIL

Head Start Staff and Policy Council request that the City Council, on behalf of the City Of Oakland, confirm the re-appointment of Krishen Laetsch, Jo-Ellen Spencer and Dr. Stacy Thompson to the Head Start Advisory Panel, term beginning March 12, 2008 and ending March 11, 2011.

Respectfully submitted,



Andrea Youngdahl
Director, Department of Human Services

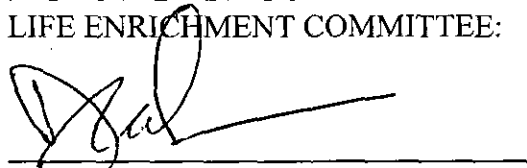
Reviewed by:
Usana Pulliam, Manager
Early Childhood & Family Services
DHS/Head Start Program

Prepared by:
Tracey Black, Interim Planner
DHS/Head Start Program

ATTACHMENTS:

- A Head Start Advisory Panel Bylaws
- B-D Resumes

**APPROVED AND FORWARDED TO THE
LIFE ENRICHMENT COMMITTEE:**



Office of the City Administrator

Item: _____
Life Enrichment Committee
July 14, 2009

ARTICLE IV

Membership

Section 1. Composition

The HSAP shall be composed of at least six members appointed by the Life Enrichment Committee. Members of the HSAP must reside or conduct business in the City of Oakland and be directly involved in at least one of the following interests:

- a) Public Education—knowledge of issues in early education and kindergarten-transition issues and services to children with disabilities.
- b) Public Health—knowledge of issues and services in health, including general health, nutrition, mental health, and dental health.
- c) Family Services—knowledge of issues relating to low-income families and general approaches to services for families.
- d) Childcare/Child Development—knowledge of issues related to early care and education and transitions to focus on families involved in Welfare Reform.
- e) Management and Administration—knowledge of business practices, budgeting and accountability systems.
- f) Human Resources—knowledge of training, organizational structure and design.
- g) State and Federal Government—knowledge of and relationship to State and Federal Officials representing the City of Oakland.

Additional members may be added to represent other interests, with the approval of the City Council and with appropriate changes to City documents required to create such panels.

Section 2. Terms

- (a) Members of the HSAP shall serve for a term of at least three calendar years. Panel members may serve a maximum of four consecutive three year terms.
- (b) A currently seated member may continue to serve on the Panel until the Life Enrichment Committee names a replacement. But in no event shall the member serve more than one year beyond the end of the member's term.
- (c) The City Council may reconsider its decision to create and maintain a Head Start Advisory Panel as a means of carrying out its governance responsibilities for the Head Start program. In the event it is determined that the Head Start Advisory Panel will be disbanded, the terms of all members shall cease on the date determined by the City Council.

Krishen A. Laetsch**Summary Vitae**

Existing Member

Positions

| | |
|--|--------------|
| Assemblywoman Wilma Chan Oakland, CA <i>Senior Field Representative – 16th Assembly District</i> | 2005–Present |
| Cross City Campaign Chicago, IL <i>Director - Oakland Office - Mills College, Office of the President</i> | 2001–2005 |
| Mills Community Link Oakland, CA <i>Director/Coordinator - Mills College, Office of the Provost</i> | 2003–2005 |
| Oakland Education Cabinet Oakland, CA <i>Director/Co-Director - Mills College, Office of the President</i> | 1998–2002 |
| Mayor's Education Council Oakland, CA <i>Council Administrator - Mills College, Office of the President</i> | 1997–1998 |
| LITES (Leadership for Teaching Elementary Science) Oakland, CA <i>Director - Mills College, Education Department</i> | 1993-1998 |
| Business (A. J. Fritz & Co. BreakThrough Solutions, Matton & Co., ScanFreight, Inc.) Oakland & San Francisco, CA | 1985-1994 |

Fellowship

| | |
|--|-----------|
| Urban Health Initiative, Seattle, Washington | 2001-2005 |
|--|-----------|

Education

| | |
|--|-------------|
| Completed all coursework for the Ed.D in Educational Leadership, Mills College | In Progress |
| M.A., in Education, Mills College | 2001 |
| A.B., in History, University of California at Berkeley | 1987 |

Volunteering

(Non-work-related)

Current: Boards, Commissions, Committees:

| | | |
|--|---------------------------|--------------|
| Chabot Space & Science Center, Oakland | Board of Directors | 2003-Present |
| Mills College Alumnae Association: | | |
| -Board of Governors | Executive Committee | 2004-Present |
| | Core Committee | 2004-Present |
| | Chair, Graduate Committee | 2003-Present |
| -Graduate Committee | | 2001-Present |
| McClymonds Youth and Family Center | Advisory Board | 2004-Present |

Previous Volunteering**Past: Boards, Commissions, Committees:**

| | |
|--|-----------|
| Bay Area Consortium for Urban Education, UCB -Mills College Representative | 2000-2002 |
| Bay Area School-to-Career Action Network, Region 4 -Advisory Board | 2000-2001 |
| Bay Area Science Technology Collaboration, Oakland -Advisory Panel | 1993-1997 |
| BACUE Teacher Recruitment, Preparation, Retention Task Force - Mills College Representative | 2000-2001 |
| Beacon Day School, Oakland -Board of Directors | 1995-1998 |
| -Vice President & Chair Nominating Committee, Board of Directors | 1996-1998 |
| Berkeley Breakfast Club, Berkeley, -Board of Governors | 1996-1998 |
| -Program Committee | 1999-2005 |
| Bridging the Racial Divide, Oakland -Education Circle | 1998-1999 |
| California Ecosystem Education Consortia -Charter Member | 1991-1993 |
| California State Parks, Marin Education Advisory Council | 2004-2005 |
| Chabot Observatory & Science Center, Oakland -Advisory Council | 1994-2002 |
| -Vice Chair Board, Program & Exhibit Committee | 2004-2005 |
| -Vice Chair, Advisory Council | 1997-1999 |
| -Chair, School to Work Committee, Advisory Council | 1997-1998 |
| -Environmental Education, Sub Committee | 2000-2002 |
| Children's Hospital Oakland, Community Relations Committee | 2002-2004 |
| Commonwealth Club, San Francisco, -East Bay Host Committee | 1999-2001 |
| CPMSA, Oakland Unified School District, Oakland -Chair, Advisory Board | 1999-2000 |
| DesignWorlds: Science Museum Collaboratory Pilot, San Jose, Advisory Board | 2002-2004 |
| Extended Opportunity Programs & Services, Merritt College -Advisory Board | 1999-2003 |
| Friends of the University of California Botanical Garden -Board of Directors | 1993-1997 |
| -Chair, Program Committee, Board of Directors | 1994-1996 |
| -Fundraising Committee, Board of Directors | 1995-1997 |
| Jepson Herbarium, UCB -Pre-college Educational Outreach Advisory Committee | 2001-2001 |
| Julia Morgan Center for the Arts -Education Advisory Committee | 2000-2002 |
| Holy Names College, Community Advisory Committee | 2002-2004 |
| Lindsay Wildlife Museum, Walnut Creek -Public Policy Task Force | 1995-1996 |
| Mayor's Education Commission on Education, Oakland -Staff (5 month volunteer) | 1999-1999 |
| Oakland Unified School District, Oakland | |
| -Academic Mentoring Institute, Planning Committee | 2001-2002 |
| -Helpers Engaged in Reaching Oakland's Excelling Schools, Advisory Board | 2001-2002 |
| -OCO, Cross City Campaign Indicators Project, Oakland, Advisory Committee | 2000-2001 |
| -School-Based Management | |
| -Steering Committee, Ex-officio Member | 2001-2004 |
| -Results Based Budgeting Task Force, Ex-officio Member | 2004-2005 |
| San Francisco Insect Zoo, San Francisco -Advisory Board | 1990-1998 |
| Spectrum (partnership of zoo, college, schools), Chair, Oakland -Charter Member | 1997-1997 |

Jo-Ellen Spencer

ATTACHMENT C

Existing Member

- Present Employment:** Financial Officer
BANANAS Child Care Information & Referral
5232 Claremont Avenue, Oakland, CA 94618 (1977-present)
- Related Experience:**
- Commissioner, Aging, Health & Human Services Commission, (1997-present)
 - Commissioner, Child Care Commission, City of Oakland, (1989-1997)
 - Member, Superintendent's Advisory Committee on Child Development Programs, Oakland Unified School District, (1989)
 - Member, Child Care Advisory Committee, Alameda Unified School District (1988)
 - Chair, Child Care Advisory Committee, City of Oakland (1985-1987)
 - Chair, Oakland Community Child Care Impact Committee, endorsed by the Oakland City Council, (1982-1984)
 - Chair, Mayor's Task Force on Children and Youth, City of Oakland, (1980-1981)
 - Secretary, Oakland Early Childhood Association, (1980-1983)
 - Member, Governor's Advisory Committee on Child Development, Subcommittee on Income Disregard, State of California, (1980)
 - Member, Child Care Expansion Task Team, Oakland Unified School District, (1978)
 - Member, Children's Centers Program Planning Advisory Committee, Oakland Unified School District, (1979)
- Past Employment:**
- Executive Secretary-Treasurer, Children's Centers Employees Union, (1975-1977)
 - Vice-President, American Federation of Teachers, Local 771, Oakland, (1974-1975)
 - Elementary School Teacher, Oakland Unified School District, (1972-1975), Los Angeles Unified School District, (1964-1968)
- Education:**
- B.S., Education, University of Missouri, (1964)
 - M.A., English, San Fernando Valley State University, (1970)
- Personal Data:**
- Born July 6, 1942, San Antonio, Texas; attended elementary school and high school in Kansas City, Missouri
 - Mother of Eyana Josieta Spencer, born July 1, 1974
-

STACY THOMPSON

ATTACHMENT D

Existing Member

CURRICULUM VITAE

MERRITT COLLEGE, Oakland, CA 1999-date Faculty
Class Instructed
Child, Family, and Community: focuses on identity formation and socialization of children;
Human Growth and Development; Children's Literature; Supervising Adults in Early
Childhood Settings; Administration of Early Childhood Programs

LOS MEDANOS COLLEGE, Pittsburg, CA 1993-1998 Faculty
Classes Instructed
Child, Family and Community; Human Growth & Behavior;
Parenting Teens: Special issues facing inner city families of color

SOLANO COLLEGE, Suisun City, CA 1997-1998 Faculty
Classes Instructed
Human Growth & Development; Child Development in a Multicultural Society:
Exploring early childhood teachers' understanding of race in America

CHABOT COLLEGE, Hayward, CA 1994-1997 Faculty
Classes Instructed
Introduction to the Profession of Early Childhood; Child, Family and Community;
Children's Literature; Parenting Preschoolers: What parents need to know about
development;
Family Child Care: Ages and Stages of development &
Anti-Bias Curriculum: How to prepare early childhood environments that are bias free

COLLEGE OF MARIN, Kentfield, CA 1995-1997 Faculty
Classes Instructed
Introduction to the Profession of Early Childhood; Human Growth and Development;
Cultural Diversity; Working with School Age Children

BARTELL CHILD CARE, Oakland, CA 1988-1994 Co-Director
Parenting Classes Instructed
War Toys and TV Violence; Age Appropriate Discipline: alternatives to spanking;
Preparing Your Child for Kindergarten

OAKLAND UNIFIED SCHOOL DISTRICT, Oakland, CA 1983-1985 Substitute Teacher
Classes Instructed
Special Education; Creative Writing

WORKSHOP DEVELOPMENT & PRESENTATION

- Parenting Biracial Children, AMEA National Conference, Arizona, 2002
- Diversity Issues in Early Childhood Education, Merritt College, 2002
- Raising Biracial/Multiracial Children, *Resource and Referral Agency*, Oakland, 2001
- Issues Affecting Blended Families, *Fall Harvest*, Los Medanos College, 1998
- Pulling Weeds and Planting Seeds, *Sequoia Elementary PTA*, Oakland, CA, 1998
- Multiracial Leadership Summit, *National Conference on Census 2000*, 6/97
- Stop the Violence! *East Oakland Child Care Association*, 3/96, 3/97
- What Color Am I? Lecture Series on Biracial Issues, *Bananas*, 10/95, 10/96
- Amazing Grace & Her Friends: Anti-Bias Books and Activities, *East Bay Association for the Education of Young Children (EBAEYC)*, 4/95
- The Special Needs of Biracial Children, *EBAEYC*, 4/94
- Emergent Curriculum: An Anti-Bias Approach, *Oakland Head Start*, 4/94

EDUCATIONAL BACKGROUND

MILLS COLLEGE, Oakland, CA, *Doctoral Candidate*, Educational Leadership, graduation 5/04
 MILLS COLLEGE, Oakland, CA, *Master of Arts*, Educational Leadership, 2000
 UNIVERSITY OF OKLAHOMA, *Certificate*, Diversity Trainer, 1998
 HARVARD SCHOOL OF PUBLIC HEALTH, *Certificate*, Violence Prevention Trainer, 1996
 MILLS COLLEGE, Oakland, CA, *Master of Arts*, Early Childhood Education, 1993
 LEWIS AND CLARK COLLEGE, Portland, OR, *Bachelor of Arts*, Political Science, 1979

COMMUNITY INVOLVEMENT

ALAMEDA COUNTY BOARD OF SUPERVISORS, Oakland, CA 1998-date
 Supervisor's Assistant

- Early childhood and education policy analyst reporting directly to the Supervisor
- Monitor planning process for the Proposition 10 commission
- Attend Child Care Planning Council meetings
- Make recommendations regarding social service policy, specifically CalWORKS

OFFICE OF THE MAYOR, Oakland, CA 1993-1994
 Early Childhood Education Assistant

- Directly reported to Mayor's Education Policy Analyst
- Attended Childcare Commission meetings
- Assisted in the coordination of special educational programs
- Maintained contact with Head Start Coordinators

PROFESSIONAL & COMMUNITY ORGANIZATIONS

Baxter Family Foundation, *Board Member*
 Child Care Health Project, *Chairperson of the Board*
 National Association for the Education of Young Children, *Member*
 California Community College Early Childhood Educators, *Member*
 American Association of University Women, *Member*
 Interracial Intercultural Pride, I-Pride, *Vice President*

REFERENCES AVAILABLE UPON REQUEST

FILED
OFFICE OF THE CITY CLERK
OAKLAND
2009 JUL -2 PM 7:12

Approved as to Form and Legality

DRAFT

City Attorney

OAKLAND CITY COUNCIL

RESOLUTION NO. _____ C.M.S.

RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR, ON BEHALF OF THE CITY OF OAKLAND, TO CONFIRM THE RE-APPOINTMENT OF KRISHEN LAETSCH, JO-ELLEN SPENCER AND DR. STACY THOMPSON TO THE HEAD START ADVISORY PANEL, TERM BEGINNING MARCH 12, 2008 AND ENDING MARCH 11, 2011

WHEREAS, the City of Oakland has been a grantee of the Head Start Program since 1972 and is required to have an established policy group and a well functioning governing body that share responsibility for overseeing the delivery of high quality services to children and families in accordance with Head Start performance standards; and

WHEREAS, Section 601 of the City Charter provides that members of City boards and commissions shall be appointed by the Mayor subject to confirmation by the affirmative vote of five members of the City Council; and

WHEREAS, the City Council created the Head Start Advisory Panel in March 2002 to assist the Council in its role as the Head Start Governing Body by overseeing, monitoring and reporting on the implementation of the Oakland Head Start program; and

WHEREAS, the City Council determined that the Head Start Advisory Panel would consist of six members, appointed by the Life Enrichment Committee; and

WHEREAS, there are currently three existing Head Start Advisory Panel members and three new appointees; and

WHEREAS, the existing Head Start Advisory Panel members are Krishen Laetsch, Program Officer, San Francisco Community Foundation; Jo-Ellen Spencer, Finance Officer, Bananas Child Care Resource and Referral Agency; Dr. Stacy Thompson, Dean/Professor, Child Development, Merritt College, for whom re-appointment for the term beginning March 12, 2008 and ending March 11, 2011, is being requested; and

WHEREAS, pursuant to City Charter section 601, the Honorable Mayor Ronald V. Dellums has appointed Krishen Laetsch; Jo-Ellen Spencer; Dr. Stacy Thompson; to the Head Start Advisory Panel for the term beginning March 12, 2008 and ending March 11, 2011, filling the three vacant seats; and

WHEREAS, funding to cover the cost of staff time to support the Head Start Advisory Panel is budgeted under the Department of Health & Human Services Fund (2128), Head Start Organization (78231), Head Start Project (G358010); and

WHEREAS, to ensure the efficient and continued operation of the Oakland Head Start Program; now, therefore, be it

RESOLVED: That the City Council approves the Resolution to confirm the re-appointment of Krishen Laetsch, Jo-Ellen Spencer and Dr. Stacy Thompson to the Head Start Advisory Panel for the term beginning March 12, 2008 and ending March 11, 2011.

IN COUNCIL, OAKLAND, CALIFORNIA, _____, 20_____

PASSED BY THE FOLLOWING VOTE:

AYES- BROOKS, DE LA FUENTE, KAPLAN, KERNIGHAN, NADEL, QUAN, REID and
PRESIDENT BRUNNER

NOES-

ABSENT-

ABSTENTION-

ATTEST: _____
LATONDA SIMMONS
City Clerk and Clerk of the Council
of the City of Oakland, California