File No.	110824

Committee Item	No	<u>ろ</u>	
Board Item No			 

#### COMMITTEE/BOARD OF SUPERVISORS

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Committee: Rules	Date	7/21/11
Board of Supervisors Meeting	Date _	
Cmte Board		
☐ Motion		
☐ Resolution	•	
Ordinance		
Legislative Digest		
Budget Analyst Report		
Legislative Analyst Report		
Youth Commission Report		
Introduction Form (for hearing	• ,	
Department/Agency Cover L	etter and/or Repo	ort
☐ MOU		
Grant Information Form		
Grant Budget		
Subcontract Budget		
Contract/Agreement		
Award Letter		
Application		
Public Correspondence		
OTHER (Use back side if additional s	space is needed)	
		<del></del>
Completed by: Linda Wong	Date 7/18/11	
Completed by:	Date	

An asterisked item represents the cover sheet to a document that exceeds 25 pages. The complete document is in the file.

## Member, Board of Supervisors District 1

市參議員、第一區



City and County of San Francisco

#### ERIC MAR

馬兆光

May 23, 2011

Linda Wong Rules Committee Clerk San Francisco Board of Supervisors 1 Dr. Carlton B Goodlett Pl. Room 244 San Francisco CA 94102

Dear Ms. Wong,

This letter serves as a formal notice of my intention to appoint Ms. Karen Burch to the Child Care Planning and Advisory Council.

Should you have any questions, please feel free to contact Myrna Melgar in my office at 701-7412. Thank you,

**Eric Mar** 

District 1 Supervisor



Clerk's Office/Forms/Commission Application

# Board of Supervisors City and County of San Francisco 1 Dr. Carlton B. Goodlett Place, Room 244 San Francisco, California 94102-4689 (415) 554-5184 FAX (415) 554-7714

Application For Boards, Commissions and Committees
Application for Appointment to: CPAC  Name of Board, Commission, Committee, or Task Force
Seat # or Category (If Applicable):
Print Name: Karen Burch
Home Address: & Ind Ave 3F CA zip 94118
Home Phone: 415   Decupation:
Are you a United States citizen? Yes No (Citizenship is a mandatory requirement for all appointments)  Have you ever been convicted of a felony in this state, or convicted of any offense which, if committed in this state, would be a felony?  Yes No. (If yes, please attach a statement describing the offense(s) for which you have been convicted, the date of those conviction(s), and the court(s) that convicted you.)
Education: Masters Degree in Early Childhard Education
Business and/or professional experience: Mschool stacher, Mcxhool  Civic Activities:
Other Personal Information: (optional)
Ethnicity: (optional) Sex: (optional) M LF
Have you attended any meetings of the Board/Commission to which you wish appointment?  Wes No Would you be able to attend night meetings?  Please state your qualifications (attach supplemental sheet if necessary)
For appointments by the Board of Supervisors, appearance before the RULES COMMITTEE is a requirement before any appointment can be made. (Applications must be received 10 days before the scheduled hearing.)  Date: 212 U Applicant's Signature: (required)
Please Note: Your application will be retained for one year.
FOR OFFICE USE ONLY:
Appointed to Seat #: Date Seat was Vacated:
Clerk's Office/Forms/Commission Application 09/09/04

#### Statement of Qualifications for Serving on CPAC for Karen Burch

I currently live in the Inner Richmond and the mother of two children participating in afterschool programs. I am currently looking for work, but my previous education and work experience includes:

- MA in Early Childhood Education.
- Experience supervising preschool teachers, and coordinating special education and mental health services for preschool children
- Over ten years of experience teaching preschool, including two years as a head teacher
- Experience working with infants, toddlers, preschoolers, and school age children
- Experience working with ethnically and linguistically diverse families and with families from low socioeconomic backgrounds
- Former parent in a Cooperative Nursery School, including three years on the Board

I believe I am able to speak from both the parent perspective and the early childhood education perspective.

This form and an attached applicant statement (see below) must be received by Graham Dobson, CPAC Coordinator, c/o DCYF 1390 Market Street, Suite 900 San Francisco, CA 94102 Ph: (415) 554-8482 Fax: (415) 554-8965

Name:	aven	Burel	h	· ·	<u> </u>			
Address (circle: wo	rk orthome)		2nc	d who			· · ·	<u> </u>
300	France	1560			Zip Coo	le: <u>9</u>	4118	
Phone (day time):	415-			Fax	Λ	W-		<u> </u>
Phone (evening):	- 3a	me		E-n		(	evic evic	millette.c
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I understand that the Child Care Planning	this applicatio	n will be proc	essed as desc	ribed on the r	everse side, a of my status c	nd does a luring the	ot guarantee process	me a position on
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· Carrier Co.	Sion	afure				Date		

## MEMORANDUM

TO:	Rules Committee Clerk	
FROM:	Alex Volberding	
DATE:	5/23/2011	
SUBJECT:	Appointment by Supervisor S	Sean R. Elsbernd
Please be advised	that Supervisor Sean R. Elsbe	ernd
has selected Ms. N	Marjorie Weiss	
to be appointed to	the Child Care Planning and A	dvisory Council (CPAC)
This appointment	will fill seat	
Ms.	Marjorie Weiss 's address is:	
Buckingham San Francisco, C	Way, Number 701 A 94132	
Attachment: Appl	ication must be attached.	
For Clerk's office u	se only:	
Seat #:	Term expiration date:	Effective Date:



Clerk's Office/Forms/Commission Application

## Board of Supervisors City and County of San Francisco 1 Dr. Carlton B. Goodlett Place, Room 244 San Francisco, California 94102-4689 (415) 554-5184 FAX (415) 554-7714

#### Application For Boards, Commissions and Committees

Application for Appointment to: <u>San</u>	Prancisco Child Care Planning and Advisory Council Name of Board, Commission, Committee, or Task Force
Seat # or Category (If Applicable):	<b>#</b> 7
Print Name: Marjorie Weiss	
Home Address: Buckingham V	Way # 701, San Francisco, CA Zip 94132
Home Phone: 415-	Occupation: Executive Director
Work Phone: 415-405-0512	Employer: SFSU Head Start/Early Head Start
Business Address: 205 13th Street	t, Suite 3280, San Francisco, CA Zp: 94103
E-Mall Address: weissmesfsu.edu	Fax#: 415-552-7257
Have you ever been convicted of a felony in this s  Yes 以 No. (If yes, please attach a sta conviction(s), and the court(s) that convicted you.)	
Education: MPA-Public Manageme	
BS- Home Economics	/Early Childhood Education
Division and as preferational amoria	nce: 10 years experience as Director of large urban,
Business and/or professional experien	rogram
Civic Activities:	togram
CIVIO MOLIVIACO.	
Other Personal Information: (optiona	1)
Ethnicity: (optional) White	Sex: (optional) M X F
Have you attended any meetings of the Board/Co Would you be able to attend night meetings?	mmission to which you wish appointment? [X] Yes [] No es Day meetings? <u>Yes</u> Either ntal sheet if necessary)
before any appointment can be made. (A	visors, appearance before the RULES COMMITTEE is a requirement Applications must be received 10 days before the scheduled hearing.), s Signature: (required) MCUMLE (Delbone year.
Please Note: Your application will be retained for	one year.
Please Note: Your application will be retained for FOR OFFICE USE ONLY:	one your

09/09/04

This form and an attached applicant statement (see below) must be received by Graham Dobson, CPAC Coordinator, c/o DCYF 1390 Market Street, Suite 900 San Francisco, CA 94102 Ph; (415) 554-8482 Fax: (415) 554-8965

Name: Marjorie V	Veiss	4		
Address (circle: wo	rk or home): WORK: SFSU !	lead Stant/Early Head Start	205 1 Jah St. Suite 1280, San F	mneisco, CA 94103
	uckingham Way, #701, SF 9413		Zip Code:	
Phone (day time):	415-405-0512	Fax:		
Phone (evening):	Cell: 415-	E-mail:	weissm@slsu.edu	
<ol> <li>a strong comm</li> <li>an ability to m</li> <li>excellent leade</li> </ol>		ied quality child care service ; and		
<ol> <li>Participation in</li> <li>Attendance at a times);</li> <li>Participation in</li> <li>Thoughtful and Schools, parents</li> </ol>	ng and Advisory Council mer one orientation and/or retreat p minimum of eight CPAC meeti at lease one CPAC committee (consistent response to concern s, child care providers, and the g	per year; rigs per year (CPAC meets recommittees usually also meets of the Board of Supervisor eneral public.	et monthly); ns, Board of Education, Super	intendent of
☐ Child Care	ories you betieve you are quat : Consumer (do you pay full tuit ty Representative - X - Pub	ion for cam? YN)	Child Care Pro	
diversity on CPAC	anning and Advisory Council C. Please complete the follow	ing		•
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Do you identify:	The second secon	Female ican [] Hispanic/Lat	ino Origin 💢 🖸 Asian,	Pavific Islander
	American/American Indian			ne to state
Are you a membe	er any of the following groups: l	esbian, gay, bisexual, trunsge	ender?□ Yes \\ No	D Decline to state
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Planning and Advis leadership and work We are unable to ac signature and date b	attached to this form, please ex ory Council. Describe your con a collaboratively with diverse gre cept statements longer than ON below. For questions, please call , Chair of the Membership Com	nmunity, professional, or peoples of people. Please list spe IE 8½ x 11 typed page or to I (415) 554-8482 to speak w	exonal experiences that enable edile contributions you would make no handwritten pages or appli	to the work of CPAC. cations without
I understand that the Child Care Planning Mayne		r I will be informed of my s	tatus during the process.	ne a position on
• 🕖	Signature		Date	

## Applicant Statement San Francisco Child Care Planning and Advisory Council

Applicant's Name: Marjoric Weiss, Executive Director, SFSU Head Start/Early Head Start Program
Resident of San Francisco, District 7

I am the new Executive Director of the SFSU Head Start/Eurly Head Start Program, which is the Head Start Grantee agency for the city and county of San Francisco. We are funded to serve 1,398 low income children 0-5 years of age. The majority of children we serve have incomes at or below the federal poverty level. In addition to directly serving children, we fund a variety of sub-recipient agencies throughout the community to deliver Head Start and Early Head Start services.

I have 10 years experience as a Head Start Director for large, urban, culturally diverse communities in Texas and Arizona. I have a record of achievement for not only providing high quality services, but also for building strong community partnerships to meet the needs to low-income infants, toddlers, preschoolers and their families. Under my leadership, the program in Arizona twice renewed its designation at a National Head Start Program of Excellence. To earn this designation, we had to demonstrate that the program has a significant positive impact on the lives of children and in the community.

Head Stait is recognized throughout the country as the premier early care and education program. As a member of CPAC, I will bring knowledge and experience of high quality child development and family support services to the Child Care Planning and Advisory Council (CPAC). As one of the largest child development programs in San Francisco, I feel it is essential that SFSU Head Start/Early Head Start be a voting member of CPAC so that Head Start's knowledge and expertise can help frame the community's child care policy decisions.

Head Start's success depends on its involvement in community planning to encourage strong communication, cooperation, and sharing of information to improve the delivery of services to children and families. We are mandated to participate in community planning to promote access of children and families to services and to advocate for the needs of low income children. Head Start's participation in CPAC will enable SFSU Head Start/Early Head Start Program to design its program in support of the City's child care plan, initiatives and strategies.

My educational background and professional work experience demonstrate my abilities to provide leadership and to work collaboratively with diverse groups of people. I have a Master's Degree in Public Administration, with an area of concentration in Public Management. I also have a Bachelor's Degree in Home Economics/Early Childhood Education. In addition to my 10 years of experience as a Head Start Director, I have more than 10 years experience in regional planning and managing programs in the public sector. This work required bringing diverse groups of people together to develop three-five year plans for human service and community development funding.

I appreciate your consideration of my application for appointment to CPAC

## Member, Board of Supervisors District 11



City and County of San Francisco

### JOHN AVALOS

### MEMORANDUM

TO:	Rules Committee Cle	rk	· · · · · · · · · · · · · · · · · · ·	•	*	
FROM:	Supervisor John Aval	os				
DATE:	March 14, 2011			•		•
SUBJECT:	Appointment by Supe	ervisor John	Aval	os		
Please be advised that S Child Care Planning and		elected Barb	ara Manzar	nares to be a	ppointed	to the
This appointment will fi	ill seat 11.					
Ms. Manzanares' addres	ss is:					
South Hill Boulevar San Francisco, CA 94112			· -		, ,	
Attachment: Applicatio	n and resume					
For Clerk's office use on	ly:		•			
Seat #: Terr	m expiration date:	Sea	t Vacated: _			



Clerk's Office/Forms/Commission Application

#### Board of Supervisors City and County of San Francisco 1 Dr. Carlton B. Goodlett Place, Room 244 San Francisco, California 94102-4689 (415) 554-5184 FAX (415) 554-7714

Application For Boards, Commissions and Committees
Application for Appointment to: Child (YUX Planning and Advisory Council Name of Board, Commission, Committee, or Task Force
Seat # or Category (If Applicable): District 11 seat 11
Print Name: Barbara Manzanares
Home Address: South Hill Blvd. SanFravcisco zip 94112
Home Phone: 415; Occupation:  Work Phone: 415 586-9277 Employer: Self  Business Address: South Hill Blvd San Francisto Zip: 94112  E-Mail Address: 2 grant. com Fax #: 415 586-9277  Are you a United States citizen? Ves \( \sqrt{No. (Citizenship is a mandatory requirement for all appointments)}
Have you ever been convicted of a felony in this state, or convicted of any offense which, if committed in this state, would be a felony?  Yes No. (If yes, please attach a statement describing the offense(s) for which you have been convicted, the date of those conviction(s); and the court(s) that convicted you.)
Education: <u>see attached</u> resume
Business and/or professional experience:
Civic Activities:
Other Personal Information: (optional)
Ethnicity: (optional) Sex: (optional) M F
Have you attended any meetings of the Board/Commission to which you wish appointment? Yes No Would you be able to attend night meetings? Yes Day meetings? Yes Either Yes Please state your qualifications (attach supplemental sheet if necessary)
For appointments by the Board of Supervisors, appearance before the RULES COMMITTEE is a requirement before any appointment can be made. (Applications must be received 10 days before the scheduled hearing.)  Date: 3 9 / Applicant's Signature: (required)  Please Note: Your application will be retained for one year.
FOR OFFICE USE ONLY:
Appointed to Seat #: Date Seat was Vacated:

09/09/04

This form and an attached applicant statement (see below) must be received by Melinda Felice, CPAC Coordinator, c/o DCYF 1390 Market Street, Suite 900 San Francisco, CA 94102 Ph: (415) 554-8482 Fax: (415) 554-8965 Name: Martara Planzavares Address (circle: work or home): \_\_\_ an Francisco 94112 Zip Code: \_\_ Phone (day time): Phone (evening): Applicants for CPAC must work or live in San Francisco County, and should exhibit: 1) a strong commitment to advocating for increased quality child care services; an ability to make information-based decisions; and 3) excellent leadership skills. Child Care Planning and Advisory Council member's duties include: 1. Participation in one orientation and/or retreat per year; Attendance at a minimum of eight CPAC meetings per year (CPAC meets monthly and has both day and evening meeting 3. Participation in at lease one CPAC committee (committees usually also meet monthly); 4. Thoughtful and consistent response to concerns of the Board of Supervisors, Board of Education, Superintendent of Schools, parents, child care providers, and the general public. Check ALL categories you believe you are qualified for nomination. See reverse side for description of categories. Child Care Consumer (do you pay full tuition for care? Y N) Child Care Provider Community Representative 

Public Agency Representative Discretionary The Child Care Planning and Advisory Council has a strong commitment to ensuring geographical, ethnic, and gender diversity on CPAC. Please complete the following: What neighborhood or district of San Francisco do you work: What neighborhood or district of San Francisco do you live: Do you identify as: Female White/Caucasian ☐ African-American Hispanic/Latino Origin ☐ Asian/Pacific Islander Native American/American Indian ☐ Other: Decline to state Are you a member any of the following groups: lesbian, gay, bisexual, transgender? Yes ■ No □ Decline to state APPLICATION STATEMENT: On a separate page, attached to this form, please explain in your own words your qualifications for serving on the Child Care Planning and Advisory Council. Describe your community, professional, or personal experiences that enable you to provide leadership and work collaboratively with diverse groups of people. Please list specific contributions you would make to the work of CPAC. We are unable to accept statements longer than ONE 81/2 x 11 typed page or two handwritten pages or applications without signature and date below. For questions, please call (415) 554-8482 to speak with Melinda Felice, or (415) 863-4642 to speak with Natalie Brutto, Chair of the Membership Committee. I understand that this application will be processed as described on the reverse side, and does not guarantee me a position on Child Care Planning and Advisory Council, and that I will be informed of my status during the process.

## Barbara Manzanares — South Hill Blvd. San Francisco. CA 94112 415

*Objective*: Seeking a position working with contractors or agencies who operate preschool programs.

#### Summary of Qualifications:

- 15 years of owning and operating a child care service
- 8 years of community based organization background

#### Work Experience:

1989 to present:

Child's Play 287 South Hill Blvd. San Francisco, CA 94112 415-586-9277

Position Held: Owner and Operator of a Large Family Day Care.

- Supervise 3 staff and 14 children daily.
- · Develop daily curriculum.
- Develop nutrition program.
- Write grants and contract documents (i.e. Housing and Urban Development, San Francisco Children's Council, Wu Yee Child Care Facility Fund)
- Implement and develop program guidelines as established with funding sources.
- Followed and implemented all licensing requirements by San Francisco City and County and the State of California.

1982-1989

Horizons Unlimited 440 Potrero Avenue San Francisco, Ca 94110 Supervisor: George Suncin 415-206-5470

#### Position Held: Youth Development Coordinator

- Directed a youth development program serving over 400 low-income youth and supervised 16 employees.
- Development of youth programs to include employment, counseling and after school activities.
- Collaborated with other community-based organizations to utilize their services with our organization's participants needs.

#### Barbara Manzanares-Resume page 2

- Acted as the contractor compliance monitor responsible to submit monthly reports to funding sources. (i.e. Mayor's Office of Community Development and Private Industry Council)
- Site visits to insure contractual compliance.
- Developed employment opportunities for youth in the private sector.
- Evaluated programs and provided statistics to substantiate evaluations.

1981 -- 1982

Catholic Youth Organization 180 Fair Oaks San Francisco, CA 94110 Supervisor: Steve Trippe 707-824-4000

#### Position Held: Youth Development Counselor

- Counsel and monitor youth in job training positions.
- Complete and submit monthly logs of youth participation.
- Developed job interviewing training workshops.
- Developed career workshops

#### Education:

City College of San Francisco,
Certificate of Completion, Child Development
Child Development Associate Teacher Permit, State of California Commission on
Teacher Credentialing
San Francisco State University
Saddleback Community College

#### Volunteer Positions:

San Francisco Family Day Care Association Board Member OMI/Excelsior Family Child Care Network Leader

References furnished upon request

## San Francisco BOARD OF SUPERVISORS

Date Printed:

July 12, 2011

Date Established:

November 20, 1995

Active

#### **CHILD CARE PLANNING AND ADVISORY COUNCIL 2003**

#### Contact and Address:

Graham Dobson 1390 Market Street #900 San Francisco, CA 94102

Phone: (415) 554-8482 Fax: (415) 554-8965 Email: graham@dcyf.org

#### Authority:

Ordinance No. 362-95, as amended by Ord. 118-99; amended by Ord 192-99; amended by Ord. No 31-00; as amended by Ordinance 6-03 (amending Admin Code 5.200 and by adding section 10.100-367); California Education Code Section 8499-8499.8.

#### **Board Qualifications:**

The Child Care Planning and Advisory Council consists of 30 members. Eleven members are nominated by individual Supervisors and appointed by the Board of Supervisors. The Board of Supervisors shall also permanently assign a seat on the council to the director or his/her designee from each of the following four public agencies: the Department of Children, Youth and their Families, the Department of Human Services, the Recreation and Park Department and the Office of Community Development. The Board of Education or County Superintendent of Schools, if the Board of Education delegates the appointment power to her or him, shall appoint the remaining 15 members.

The members appointed by the Board of Supervisors shall be representative of the following categories: A) Two Consumers - Parents, guardians or caretakers with varied income levels who use child care and/or early education services. B) Three Child Care Providers - Private child care providers including one from a private center, one from a family day care home and one from a Head Start center. C) One Public at large member. D) Five Community representatives. The list of qualified individuals for appointment may include members of the following organizations: parent advisory councils of public and private child care programs; associations of child care centers, family day care providers and Head Start: public interest organizations including but not limited to the Child Care Law Center; community organizations; the Bay Area Employer Work and Family Coalition; and members of labor organizations and local businesses that fall within the definition of "Community representatives".

## San Francisco BOARD OF SUPERVISORS

The Council is established to advise the Board of Supervisors, the Mayor, the SF Children and Families Commission and, with their consent, the Board of Education and the Superintendent of Schools about child care issues. The Council will serve as a representative advisory and planning body to maintain, expand and improve local child care services. The Council will provide links between government and the community, and will work to maximize the amount and impact of local State, federal and private resources and funding for child care in San Francisco. Powers and Duties are outlined in Administrative Code section 5.200. The term of each member of the Council shall be for three years, beginning after an initial phase of terms drawn by lot. Initial terms shall by lot be designated so that ten members shall serve a two-year term, 10 members shall serve a three-year term, and 10 members shall serve a four year term. On the expiration of these initial terms, all terms shall be for three years. Any member may be re-appointed for one additional consecutive term. Any person serving a term of two years or less shall not be considered having completed one full term, and will therefore remain eligible to serve two complete terms. Persons serving two complete terms will be eligible to serve again after one year of non-service.

Reports: None referenced.
Sunset date: None referenced.