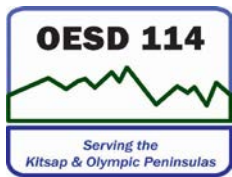


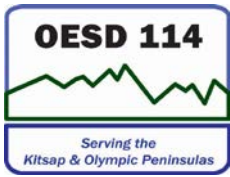
Program Governance 1301

Performance Standard	Evidence	Who's Responsible?
<p>1301.2 Governing body.</p> <p>(a) Composition. The composition of a governing body must be in accordance with the requirements specified at section 642(c)(1)(B) of the Act.</p> <p>(b) Duties and responsibilities. The governing body must use ongoing monitoring results, data on school readiness goals, other information described in §1302.102, and information described at section 642(d)(2) of the Act to conduct its responsibilities.</p> <p>(c) Advisory committees. (1) A governing body may establish advisory committees as it deems necessary for effective governance and improvement of the program.</p>	<p>Board Policy 2500 Policy Council and Parent Committee Procedure Policy Council Training Packet Shared Governance System</p>	<p>Superintendent Director Assistant Director Family Services Program Manager</p>
<p>1301.3 Policy council and policy committee.</p> <p>(a) Establishing policy councils and policy committees. Each agency must establish and maintain a policy council responsible for the direction of the Head Start program at the agency level, and a policy committee at the delegate level.</p> <p>(b) Composition. (1) A program must establish a policy council or a policy committee at the delegate level as early in the program year as possible. Parents of children currently enrolled in each program option must be proportionately represented on the policy council and on the policy committee at the delegate level. Staff may not serve on the policy council or policy committee at the delegate level except parents who occasionally substitute as staff.</p> <p>(c) Duties and responsibilities. (1) A policy</p>	<p>OESD Board Policies See Evidence Above Board Procedure 2510 – Head Start Monitoring Board Procedure 2520 – Administration for ERSEA Board Policy 2530 – Review and Approve Funding Board Policy 2540 – Establishing a Policy Council Board Policy 2550 – Shared Decision Making Board Procedure – Shared Decision Making Board Policy 2560 – Impasse Board Policy 2570 – Joint Communication Policy Council Training Packet Policy Council and Board Minutes WSA Representative/Meeting Attendance What is Policy Council – for Families</p>	<p>Superintendent Director Assistant Director Family Services Program Manager</p>



Program Governance 1301

Performance Standard	Evidence	Who's Responsible?
<p>committee must approve and submit to the delegate agency its decisions in each of the following areas referenced at section 642(c)(2)(D)(i) through (vii) of the Act</p> <p>(d) Term. (1) A member will serve for one year</p> <p>(e) Reimbursement. A program must enable low-income members to participate fully in their policy council or policy committee responsibilities by providing, if necessary, reimbursements for reasonable expenses incurred by the low-income members.</p>		
<p>1301.4 Parent committees.</p> <p>(a) Establishing parent committees. A program must establish a parent committee comprised exclusively of parents of currently enrolled children as early in the program year as possible. This committee must be established at the center level for center-based programs and at the local program level for other program options</p> <p>(b) Requirements of parent committees. Within the parent committee structure, a program may determine the best methods to engage families using strategies that are most effective in their community, as long as the program ensures the parent committee carries out the following minimum responsibilities: (1) Advise staff in developing and implementing local program policies, activities, and services to ensure they meet the needs of children and families; (2) Have a process for communication with the policy council and policy committee; and (3) Within the guidelines established by the governing body, policy council or policy committee, participate in the recruitment and screening of Early Head Start and Head Start employees.</p>	<p>Governance and Policy Council Procedures – see above</p> <p>Policy Council and Parent Committee Procedures</p> <p>Family Gatherings & Socializations (notebooks contain: agenda, minutes, sign in sheets, newsletters)</p>	<p>Superintendent Director Assistant Director Family Services Program Manager DST</p>



Program Governance 1301

Performance Standard	Evidence	Who's Responsible?
<p>1301.5 Training.</p> <p>An <u>agency</u> must provide appropriate training and technical assistance or orientation to the governing body, any advisory committee members, and the policy council, including training on program performance standards and training indicated in §1302.12(m) to ensure the members understand the information they receive and can effectively oversee and participate in the programs in the Head Start agency</p>	<p>Policy Council and OESD Board Procedures – see above Planning Schedule</p>	<p>Superintendent Director Assistant Director Family Services Program Manager</p>
<p>1301.6 Impasse procedures.</p> <p>(a) To facilitate meaningful consultation and collaboration about decisions of the governing body and the policy council, each agency's governing body and policy council jointly must establish written procedures for resolving internal disputes between the governing board and policy council in a timely manner that include impasse procedures.</p>	<p>Board Policy 2560</p>	<p>Superintendent Director Assistant Director Family Services Program Manager</p>