



Getting to Know Policy Council



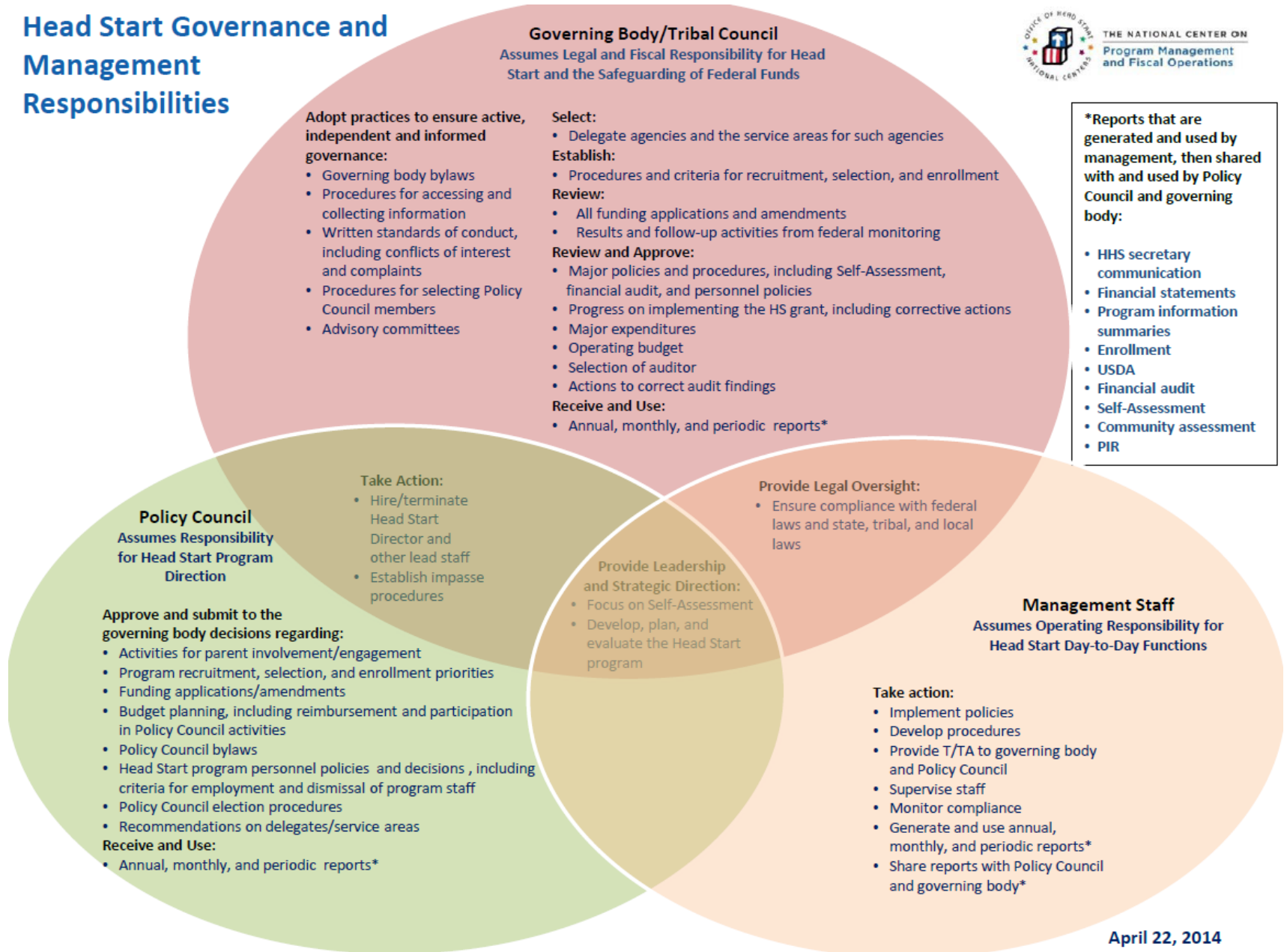
Thrive to Five:
Creating Head Starts for the Future



1301.3 Policy Council & Policy Committee

- (a) Each [agency](#) must establish and maintain a policy council responsible for the direction of the Head Start program at the agency level.
- (b) *Composition.*
 - 1) A program must establish a policy council in accordance with [section 642\(c\)\(2\)\(B\)](#) of the Act, or a policy committee at the delegate level in accordance with [section 642\(c\)\(3\)](#) of the Act, 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.
 - 2) The program must ensure members of the policy council, and of the policy committee at the delegate level, do not have a conflict of interest pursuant to [sections 642\(c\)\(2\)\(C\) and 642\(c\)\(3\)\(B\)](#) of the Act. [Staff](#) may not serve on the policy council or policy committee at the *delegate level* except parents who occasionally substitute as staff.
- (c) *Duties and responsibilities.*
 - 1) A policy council is responsible for activities specified at [section 642\(c\)\(2\)\(D\)](#) of the Act. A policy 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.
 - 2) A policy council must use ongoing monitoring results, data on [school readiness goals](#), other information described in [§1302.102](#), and information described in [section 642\(d\)\(2\)](#) of the Act to conduct its responsibilities.
- (d) *Term.*
 - 1) A member will serve for one year.
 - 2) If the member intends to serve for another year, s/he must stand for re-election.
 - 3) The policy council, and policy committee at the delegate level, must include in its bylaws how many one-year terms, not to exceed five terms, a person may serve.
 - 4) A program must seat a successor policy council, or policy committee at the delegate level, before an existing policy council, or policy committee at the delegate level, may be dissolved.
- (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.

Head Start Governance and Management Responsibilities





Head Start Program Performance Standards

Part 1301—Program Governance

- Governing body
- Policy council and policy committee
- Parent committees
- Training
- Impasse procedures

Part 1302—Program Operations

- ERSEA
- Program structure
- Education services
- Health services
- Family services

Part 1303—Financial and Administrative Requirements

- Finance
- Administration
- Transportation
- Facilities
- Privacy of children's records

Part 1304—Federal Administrative Procedures

- Monitoring
- Designation renewal
- Competition

Things that will guide our work...

- Board officers are parents from the program
- Roberts Rule of Order for meetings
- Approved By-laws

- 20-21 Meeting Schedule (virtual)

September 15th:

October 20th:

November 17th:

December 15th:

January 19th:

February 16th:

March 16th:

April 20th:

May 18th:

June 15th:

July & Aug: no meeting

- 30 minutes on formal business
- 60 min on committee work



SEPT: VOTE FOR POLICY COUNCIL REPS
OCT: VOTE FOR OFFICERS NEXT MONTH

- Board Chairperson
- Vice Chairperson
- Secretary

