

## CHAPTER 2.00 - SCHOOL BOARD GOVERNANCE AND ORGANIZATION

### HEAD START POLICY COUNCIL

2.041

The Policy Council shall meet periodically and provide recommendations to the Superintendent regarding appropriate policies and procedures for providing Head Start services in the District.

- (1) The Policy Council shall consist of the following members:
  - (a) Parents of students currently enrolled in the Head Start program; and,
  - (b) Community representatives who are familiar with resources and services for low-income children and families.
- (2) At least 51 percent of the members of the Policy Council must be parents of children currently enrolled in Head Start. The total size of the Policy Council shall be determined by the School Board and based on the number of schools, classrooms, and children served by the Head Start program within the County.
- (3) Individuals shall serve on the Policy Council for one year terms. Parent Members of the Policy Council must stand for election and re-election annually. A parent member who no longer has a child in the program shall lose their eligibility to serve as a parent member. Community representatives must be selected annually. No individual may serve on the Policy Council for more than a total of three terms. No member or employee of the School Board, or their family, may serve on the Policy Council, except parents who occasionally substitute for regular Head Start staff.
- (4) The Policy Council in conjunction with Head Start Staff shall develop, review, and recommend the following policies and procedures to the Superintendent and the School Board.
  - (a) All funding applications and amendments to funding applications for Early Head Start and Head Start;
  - (b) Procedures for shared decision-making with the Policy Council;
  - (c) Procedures for Early Head Start and Head Start program planning;

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- (d) The Head Start program's philosophy and long and short-range program goals and objectives.
  - (e) The selection of delegate agencies and their service areas;
  - (f) The composition of the Policy Council and the procedures by which policy group members are chosen;
  - (g) Criteria for defining recruitment, selection, and enrollment priorities, in accordance with Federal law.
  - (h) The annual self assessment of the Policy Council's progress in carrying out the programmatic and fiscal intent of its grant application;
  - (i) Program personnel policies and subsequent amendments including employees' standard of conduct; and
  - (j) Personnel decisions including the hiring and termination of the Early Head Start or Head Start director and any person who works primarily with the Head Start Program.
- (5) Policy Councils must directly perform the following functions:
- (a) Ensuring that families enrolled in the programs understand their rights, responsibilities, and opportunities;
  - (b) Organizing program activities with parents and ensuring that funds are set aside for the same; and
  - (c) Establishing and maintaining procedures for resolving community complaints.

**STATUTORY AUTHORITY:**

**1001.41; 1001.42, F.S.**

**LAWS IMPLEMENTED:**

**45 CFR 1304.50**

**HISTORY:**

**ADOPTED: 08/18/98  
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FORMERLY:**