


EXECUTIVE SUMMARY		
SUBJECT:	Early Learning	Supporting Documentation Executive Summary which provides links to all documents
REFERENCE:	Shared Governance	
PRESENTOR(S):	Claire Wilson, Lori Pittman	
REQUEST:	<ol style="list-style-type: none"> I. Introduce the 2014/2015 PSESD Early Learning Policy Council Vice Co-Chairs and PSESD Board Liaisons II. Review and approve Early Learning Sub-Contractor III. Review and approve Early Learning Program Reports IV. Early Learning Self-Assessment V. Early Learning Program Updates 	

BACKGROUND

The PSESD Board in collaboration with the PSESD Superintendent and the Head Start Advisory Committee are the governing body of the Puget Sound ESD Early Learning Program. As a result, the Board has a responsibility to review and approve the program management systems, reports and policies as required by state and federal regulations.

I. 2014/2015 EARLY LEARNING POLICY COUNCIL VICE-CO CHAIRS AND PSESD BOARD LIAISONS

Explanation:

Shared Governance is foundational and strongly support at PSESD and in our Early Learning Program. Please welcome the 2014-2015 PSESD Early Learning Co-Vice Chairs and PSESD Board Liaisons as well as the PSESD Early Learning Executive Board.

Co-Vice Chair & PSESD Board Liaison, ECEAP: Grace Ssebugwawo, ECEAP Past Parent
Co-Vice Chair & PSESD Board Liaison, Head Start/EHS: Maria Cruz, Head Start Past Parent

Action Requested:

Informational

Supporting Documentation:

None

II. EARLY LEARNING SUB-CONTRACTOR APPROVAL

Explanation:

The governing body has responsibility for exercising program oversight and fiduciary/fiscal responsibilities. As part of program oversight the PSESD Board reviews and approves program models and sub-contractors. Our Early Learning programs models are based on the educational equity, whole child approach, and multidisciplinary practices that ensure the school readiness of children most at risk for academic failure. In order to support this commitment we have a mixed delivery system that includes school districts, child care and family child care providers, community based agencies, colleges and other non-profits.

Action Requested:

Review and approve the proposed Family Child Care Provider, Sabrina Sandoval – Angels Kiddee Land Child Care

Supporting Documentation:

[PSESD Family Child Care Power Point 12/2014](#)

Recommendation from HS Advisory Committee:

This item was reviewed and approved as a whole by the HS Advisory Committee on Jan 13, 2015 and recommend full Board approval.

III. EARLY LEARNING PROGRAM REPORTS

Explanation:

The governing body has responsibility for exercising fiscal oversight and fiduciary responsibilities. As part of fiscal oversight the PSESD Board regularly reviews financial reports in addition to ensuring that appropriate internal controls are in place. Another of the operating responsibilities of the Early Learning governing board is to review and approve the program enrollment and attendance data.

Action Requested:

Review and approve reports linked below as outlined in the federal and state program standards.

Supporting Documentation:

[Early Head Start 104 October Finance Report](#)

[Head Start 104 October Finance Report](#)

[Head Start 187 October Finance Report](#)

[Early Head Start 104 November Finance Report](#)

[Head Start 104 November Finance Report](#)

[Head Start 187 November Finance Report](#)

[ECEAP October Finance Report](#)

[ECEAP November Finance Report](#)

[2013-2014 June EHS Enrollment Report](#)

[2013-2014 June HS Enrollment Report](#)

[2013-2014 June ECEAP Enrollment Report](#)

[2014-2015 September EHS 104 Enrollment Report](#)

[2014-2015 September HS 104 Enrollment Report](#)

[2014-2015 September HS 187 Enrollment Report](#)

Recommendation from HS Advisory Committee:

These items were individually reviewed and approved as a whole by the HS Advisory Committee on Jan 13, 2015 and recommend full Board approval.

IV. EARLY LEARNING PROGRAM SELF-ASSESSMENT

The annual self-assessment is a long-standing element of the Head Start, Early Head Start and ECEAP programs. Congress affirmed the importance of the process in the *Improving Head Start for School Readiness Act of 2007* when it articulated the need for every Head Start grantee and delegate agency to conduct a comprehensive self-assessment of its effectiveness at least annually. The Office Head Start and the Washington State Department of Early Learning sees the annual self-assessment as a crucial element in a grantee’s role in providing effective oversight. PSESD Early Learning has contracted with Berk Consulting to support the development of our Early Learning Self-Assessment. Berk is working with an Early Learning work group that includes staff and parent representation as well as engaging Policy Council for input. At the December meeting Berk facilitated an exercise in order gather diverse parent perspectives.

Action Requested:

Informational

Supporting Documentation:

English

[Self-Assessment Menu of Methods](#)
[Self-Assessment Categories](#)

Spanish

[Self-Assessment Menu of Methods](#)
[Self-Assessment Categories](#)

Recommendation from HS Advisory Committee:

These items were individually reviewed as a whole by the HS Advisory Committee on Jan 13, 2015.

V. EARLY LEARNING PROGRAM UPDATES

Explanation:

The governing body has responsibility for exercising fiscal oversight and fiduciary responsibilities. Our Early Learning programs models are based on the educational equity, whole child approach, and multidisciplinary practices that ensure the school readiness of children most at risk for academic failure.

Governance in the Five Year Project Period: Strategies for Success Webinar Series

The Head Start National Center on Program Management and Fiscal Operations (PMFO) is pleased to present a new webinar series focused on program governance. This webinar series is a great chance for Head Start and Early Head Start leaders to broaden their skills and knowledge. Learn to successfully meet fiscal, legal, and programmatic responsibilities.

Action Requested:

Informational

Supporting Documentation:

[Program Governance Webinar Series](#)

Recommendation from HS Advisory Committee:

Lori Pittman and Nubia Lopez from the Early Learning department will attend the webinars and will report back to the Advisory Committee if it finds that any of the webinar series would be beneficial for any ESD Board members to participate. If a Board member would like to participate they can register by using the link and participate or join Lori and Nubia at the ESD. Contact Lori Pittman at lpittman@psed.org for additional information.