


EXECUTIVE SUMMARY May 2015		
SUBJECT:	Early Learning	Supporting Documentation Executive Summary which provides links to all documents
REFERENCE:	Shared Governance	
PRESENTOR(S):	Head Start Advisory Committee	
REQUEST:		
Action Items:		
A. Early Learning Personnel Actions		
B. Early Learning Program Reports		
C. Early Learning Policies		
Informational Items		
D. Early Learning Program Updates		
a. 2015-16 Policy Council calendar of meetings		
b. Findings from Head Start 187 Grant Review		
E. Policy Council		
F. Correspondence		

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.

ACTION ITEMS

A. EARLY LEARNING PERSONNEL ACTIONS

Recommendation from Head Start Advisory Committee:

None presented at April 28th Policy Council meeting.

Explanation:

All Early Learning personnel actions must include parent participation as well as Policy Council and Governing Body Approval per Early Learning policy and Federal/State Performance Standard and/or regulations.

Action Requested:

No action requested. No items were presented at April 28th Policy Council meeting.

Documentation:

English Spanish

B. EARLY LEARNING PROGRAM REPORTS

Recommendation from Head Start Advisory Committee:

All program reports were tabled at the April 28th Policy Council meeting and will be presented at May 19th Policy Council meeting.

Explanation:

The governing body has responsibility for exercising fiduciary responsibilities and fiscal oversight. As part of fiscal oversight the PSESD Board regularly reviews financial and other program reports in addition to ensuring that appropriate internal controls are in place.

Action Requested:

No action requested. All program reports were tabled until the May 19th Policy Council meeting.

Documentation:

English

Spanish

C. EARLY LEARNING PROGRAM POLICIES

Recommendation from Head Start Advisory Committee:

This item was reviewed and approved as a whole by the Head Start Advisory Committee on May 5, 2015 and recommend full Board approval.

Explanation:

All Early Learning Policies must be approved by both Policy Council and the Governing Body.
Community Complaint Policy: PSESD Early Learning encourages and supports open, transparent and supportive communication in resolving parent and community complaints. Per Federal and State Performance Standards, Policy Council is responsible for establishing and maintaining procedures for working with the grantee to resolve community complaints about the program.

Action Requested:

Approve the Community Feedback and Complaint Policy

Documentation:

English

Spanish

[Community Feedback and Complaint Policy](#)

[Norma & Procedimiento de Aportación y Sobre las Quejas Comunitarias](#)

INFORMATIONAL ITEMS

D. EARLY LEARNING PROGRAM UPDATES

a. 2015-16 Policy Council Calendar of meetings

Recommendation from Head Start Advisory Committee:

Plan to attend a meeting either before November 2015 or after January 2016. November is Policy Council training for new parent reps.

Explanation:

2015-16 Policy Council meeting dates per request:

Action Requested:

Information only

Documentation:

English

Spanish

[2015-16 Policy Council meeting dates](#)

b. Findings from Head Start 187 Grant Review

Recommendation from Head Start Advisory Committee:

Review preliminary information

Explanation:

Head Start grant 187 underwent a Health and Safety review, preliminary information was shared at Policy Council. This information is also shared with the PSESD Board.

Action Requested:

Information only

Documentation:

[Head Start 187 grant review results](#)

Spanish

A. POLICY COUNCIL

Recommendation from Head Start Advisory Committee:

Informational review of April Policy Council meeting

Explanation:

Policy Council engaged in Racial and Equity training for the second month. The training was in comprehensive and included caucusing.

Action Requested:

Informational only

Documentation:

[Policy Council PowerPoint April meeting](#)

Spanish

B. CORRESPONDENCE

Recommendation from Head Start Advisory Committee:

This was not discussed at the April 28th Policy Council meeting.

Explanation:

The letter provides guidance on the requirements for applications to request additional funds for the Early Head Start-Child Care Partnership grants, including grants funded for expansion under this authority, for the initial 18 month budget period and, where applicable, to propose a change in scope requiring prior approval by the Administration for Children and Families.

Action Requested:

Informational only

Documentation:

English

Spanish

[Region X EHS-CC Partnership Grant guidance](#)