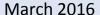
EXECUTIVE SUMMARY



SUBJECT:		Early Learning
REFERENCE:		Shared Governance
PRESENTOR(S):		Head Start Advisory Committee
REQUEST:		
Action Items:		
A.	Early Learning Personnel Actions	
В.	Early Learning Program Reports	
C.	Early Learning Policies	
D.	Early Learning Program Governance	
Informational Items		
E.	Early Learning Program Updates	
F.	Policy Council	



Supporting Documentation

Executive Summary which provides links to all documents

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:

This item was reviewed and approved by Head Start Advisory Committee on March 1, 2016 and recommend full Board approval

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:

Approval of February Personnel Actions

G. Correspondence

Documentation:

Personnel Actions

B. EARLY LEARNING PROGRAM REPORTS

Recommendation from Head Start Advisory Committee:

These items were reviewed and approved by Head Start Advisory Committee on March 1, 2016 and recommend full Board approval

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:

Approve Program Reports: Fiscal, Attendance, Enrollment, USDA

Documentation:

Fiscal

Dec Early Head Start

Dec Early Head Start-Child Care Partnership

Dec ECEAP

Dec Head Start

Dec Head Start Expansion

Jan Procurement Card Report

Attendance

Dec ECEAP

Dec Early Head Start/Head Start

Enrollment

Jan ECEAP

Jan Early Head Start/Head Start

USDA Report

USDA Report Sept-Nov 2015

C. EARLY LEARNING PROGRAM POLICIES

Recommendation from Head Start Advisory Committee:

No policies were reviewed at February Policy Council meeting

Explanation:

All Early Learning Policies must be approved by both Policy Council and the Governing Body.

Action Requested:

No Action – no policies presented

Documentation:

D. EARLY LEARNING PROGRAM GOVERNANCE

Recommendation from Head Start Advisory Committee:

These items were reviewed by Head Start Advisory Committee on March 1, 2016.

Explanation:

The governing body has legal and fiscal responsibilities and for administering and overseeing all programs under its authority. As part of program oversight the PSESD Board reviews and approves periodic programmatic reports, process and outcomes, such as, but not limited to program Self-Assessment, sub-contractors, program models, ERSEA, monitoring reports and funding applications. In order to support the role and responsibilities, appropriate training and technical assistance is provided to members of the governing body.

We are expecting notification of a Leadership, Governance and Management System Federal review for Head Start grant 187. Although this review is specific to 187, the reviewers will be looking deeply at our system for all of early learning. Below are documents that will brief and prepare for the upcoming training and review. The Early Learning Advisory Committee is working together to prepare documents and supports for the review.

Action Requested: Information only

Documentation:

On-Site Review Protocols
Governing Body Interview Guide
OHS Monitoring reviews
KPA Worksheet

INFORMATIONAL ITEMS

E. EARLY LEARNING PROGRAM UPDATES

Recommendation from Head Start Advisory Committee:

Informational only

Explanation:

Action Requested:

Information Only

Documentation:

F. POLICY COUNCIL

Recommendation from Head Start Advisory Committee:

Informational only.

Explanation:

Parent-family engagement and leadership are critical to the success of our Early Learning program. Policy Council representatives work in tandem with the PSESD Board and with program administration to oversee the Early Learning program and make decisions that directly affect our children and families. Sharing of information strengthens the partnerships of our governing bodies. Below is the December 2015 Policy Council meeting power point for review.

Action Requested:

Informational only

Documentation:

PowerPoint

G. CORRESPONDENCE

Recommendation from Head Start Advisory Committee:

Informational Only

Explanation:

Action Requested:

Information Only

Documentation:

Notice of Award 10HP0007-01-02