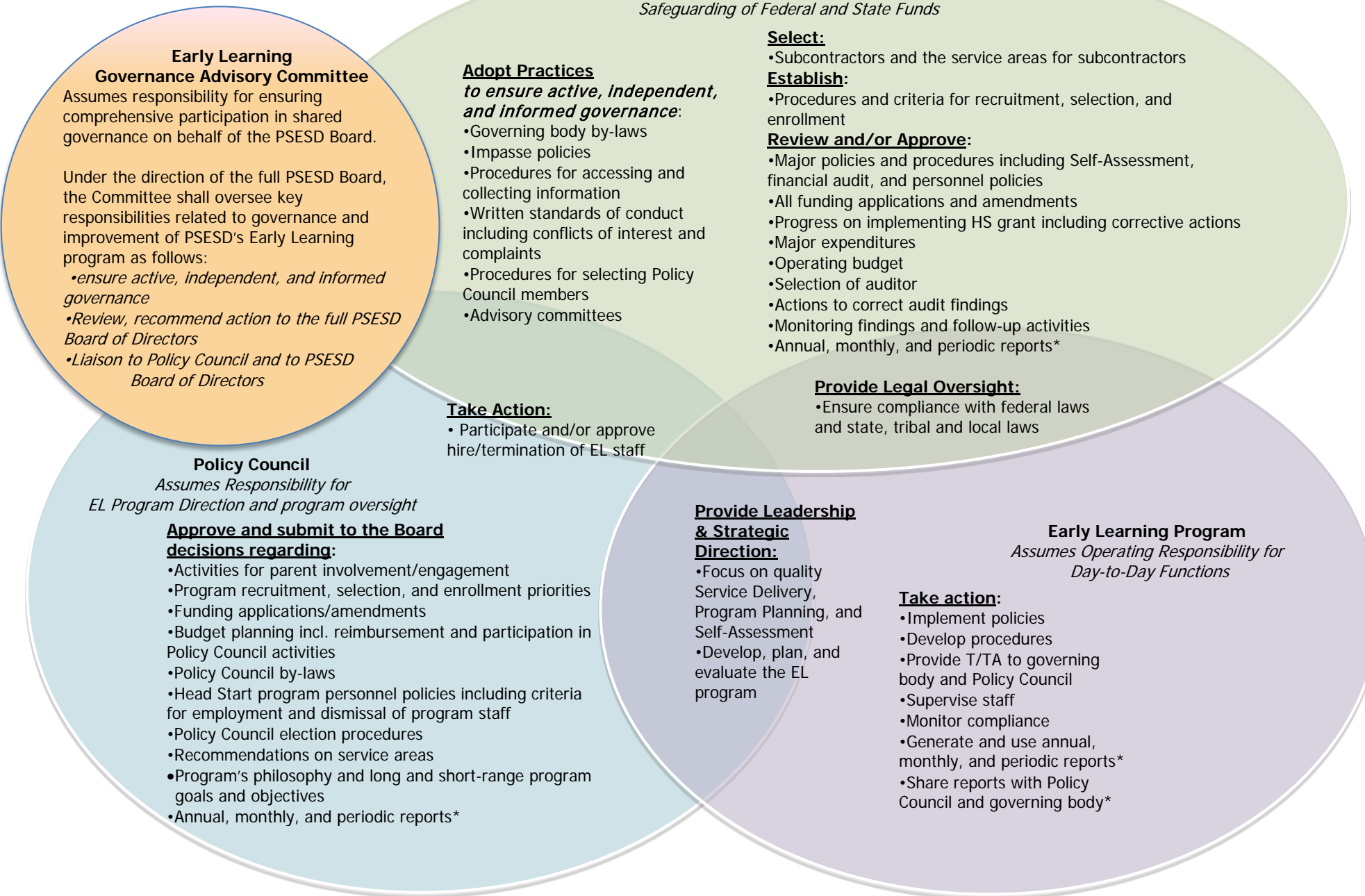


Shared Governance = meaningful consultation, collaboration and decision-making



Early Learning Governance Advisory Committee

Assumes responsibility for ensuring comprehensive participation in shared governance on behalf of the PSESD Board.

Under the direction of the full PSESD Board, the Committee shall oversee key responsibilities related to governance and improvement of PSESD's Early Learning program as follows:

- ensure active, independent, and informed governance
- Review, recommend action to the full PSESD Board of Directors
- Liaison to Policy Council and to PSESD Board of Directors

PSESD Board & PSESD Superintendent
Assumes Legal and Fiscal Responsibility for Early Learning and the Safeguarding of Federal and State Funds

Adopt Practices to ensure active, independent, and informed governance:

- Governing body by-laws
- Impasse policies
- Procedures for accessing and collecting information
- Written standards of conduct including conflicts of interest and complaints
- Procedures for selecting Policy Council members
- Advisory committees

Select:

- Subcontractors and the service areas for subcontractors

Establish:

- Procedures and criteria for recruitment, selection, and enrollment

Review and/or Approve:

- Major policies and procedures including Self-Assessment, financial audit, and personnel policies
- All funding applications and amendments
- Progress on implementing HS grant including corrective actions
- Major expenditures
- Operating budget
- Selection of auditor
- Actions to correct audit findings
- Monitoring findings and follow-up activities
- Annual, monthly, and periodic reports*

Take Action:

- Participate and/or approve hire/termination of EL staff

Provide Legal Oversight:

- Ensure compliance with federal laws and state, tribal and local laws

Policy Council
Assumes Responsibility for EL Program Direction and program oversight

Approve and submit to the Board decisions regarding:

- Activities for parent involvement/engagement
- Program recruitment, selection, and enrollment priorities
- Funding applications/amendments
- Budget planning incl. reimbursement and participation in Policy Council activities
- Policy Council by-laws
- Head Start program personnel policies including criteria for employment and dismissal of program staff
- Policy Council election procedures
- Recommendations on service areas
- Program's philosophy and long and short-range program goals and objectives
- Annual, monthly, and periodic reports*

Provide Leadership & Strategic Direction:

- Focus on quality Service Delivery, Program Planning, and Self-Assessment
- Develop, plan, and evaluate the EL program

Take action:

- Implement policies
- Develop procedures
- Provide T/TA to governing body and Policy Council
- Supervise staff
- Monitor compliance
- Generate and use annual, monthly, and periodic reports*
- Share reports with Policy Council and governing body*

Early Learning Program
Assumes Operating Responsibility for Day-to-Day Functions