

	DHS Head Start Program Policy		
PDM 11			
SUBJECT	Program Governance		
REFERENCE	Program Design and Management		
EFFECTIVE	3/13/2012		
Policy Council Approval: 7/25/17	Policy Council Revision: 4/23/24	Governing Body Approval: 9/28/17	Governing Body Revision: 5/16/24
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Policy:

The City of San Antonio Head Start Program has established a formal structure for program governance: the City of San Antonio City Council is the Governing Body, and the Head Start Policy Council (Policy Council) is a body of elected parents of currently enrolled children and elected members of the community. City Council approves or disapproves legal and fiscal matters pertaining to the Head Start grant and oversees the Program. City Council has authorized subcommittees to oversee key responsibilities related to program governance and improvement of the Program. The Policy Council allows for parent participation in policy-making and other decisions about the program, as statutorily required by the Head Start Program Performance Standards and Section 642 (c) of the Head Start Act.

The Head Start Program must provide appropriate training and technical assistance to include orientation to the governing body, advisory committee, and policy council. The training must include review of program performance standards, program governance and eligibility verification indicated in 1302.12(m). This is to ensure the ~~staff and~~ governing body members understand the information and can effectively oversee the direction of the Head Start Program.

The City of San Antonio Head Start Program will develop and implement procedures related to information reported to the Head Start Policy Council (HSPC) and program governance advisory committees as required by the Head Start Program Performance Standards and Section 642 (c) of the Head Start Act.

In addition, the Program will establish parent committees exclusively of parents of currently enrolled children to advise staff and the Policy Council.

Performance Standards:

Head Start Program Performance Standards Sec. 1301

Head Start Act of 2007 Sec. 642(c)(1)\ and Sec. 642(c)(2)