

## Election and Composition of Policy Council

1301.3

Each agency must establish and maintain a policy council (PC) responsible for the direction of the Head Start program.

Policy Council must be comprised of two types of representatives: parents of currently enrolled children and community representatives. Parents of children currently enrolled in each program option must be proportionately represented on the policy council and comprise at least 51% of the PC

Community Representatives shall consist of public individuals or representatives of a public organization, or past parents who have a concern for children, families and community services.

### Shasta Head Start Representation by Program Option:

SHS Program Options	Funded Enrollment	PC Composition by Program Option	Percentage
HS Center	213	10	45
EHS Center	178	10	45
EHS HB	22	2	10
<b>TOTAL</b>	<b>413</b>	<b>22</b>	<b>100%</b>

### Nomination and Election – general members:

1. One representative and one alternate are nominated by a show of hands or paper ballots by program parents at each Center Committee meeting early in the program year.
2. All PC members will meet for orientation in October of each year. The representative and the alternate should both attend.
3. PC meetings will take place in October, November, December, January, February, March, April, May, June.

Percentage of Policy Council members who are parents of currently enrolled children: \_\_\_\_\_%

Percentage of Community Representatives \_\_\_\_\_%

Name: \_\_\_\_\_ Representing: \_\_\_\_\_

Name: \_\_\_\_\_ Representing: \_\_\_\_\_

Date: \_\_\_\_\_