

RD REPORT 02-1023-PO02

AMEND BOARD

FOR THE CHICAGO PUBLIC SCHOOLS' HEAD START PROGRAM

THE CHIEF EXECUTIVE OFFICER RECOMMENDS THE FOLLOWING:

the Chicago Board of Education and the Chicago Public Schools' Head Start Program.

Introduction

community members to implement a

The Chicago Public Schools ("CPS") works with parents and com

high quality Head Start program ("the program"). The Chicago Department of Human Services ("CJ-S")

State and federal funds ("Head Start funds") from the United States

annually to the Chicago Board of Education ("Board") under a Delegate Agency Agreement. The

governing structure for the program involves a sharing of responsibility between the Board (as a delegate

Early Childhood Education ("ECE") as defined in

approved the management staff of the CPS Office of

and the U.S. Early Childhood Education Office. This policy to mean CJ-S Head Start management staff

parents of Head Start students and other community members working in the public sector to provide

and other community members with services and resources in early childhood education services that

B. CPS Head Start Management Staff

The CPS Head Start Management staff shall have responsibility for all aspects of the day-in-day operations of the Head Start program. In addition, Head Start Management staff shall serve as a liaison between the Board and the Policy Committee. The Policy Committee shall provide the Management staff with reliable and accurate information about the operational needs of the program and will make recommendations to the Board regarding the program's governing decisions. Selected Head Start Management staff shall attend meetings of the PC as representatives of the program to the extent necessary. Additionally, the Head Start Management staff shall provide delegates members of the PC with training regarding such areas as budget and program planning and applying for program funding.

C. Policy Committee

The PC works in conjunction with the Board and Head Start Management staff to effectively govern the program. PC delegates and representatives shall be selected annually to ensure wide parental and community participation in the program's governing process. The PC shall be composed of representatives from the program, management staff, public and private organizations, parents and the communities which the program serves.

PROCEDURES FOR SELECTING THE POLICY COMMITTEE

1. Parent delegates may serve a total of three years on the PC based on the following guidelines:

- a. terms shall start and end in October;
- b. a parent delegate may be elected for a maximum of three terms totaling no more than three years, provided that they have a child currently enrolled in the CPS Head Start program at the time of each election;

2. At-large delegates may serve as PC delegates members for no more than three years based on the following guidelines:

- a. terms shall start and end in October;
- b. three years of service as a PC at-large delegates may be served successively or intermittently.

Vacancies

3.

If a delegate is not able to continue participation on the PC or a delegate

has missed three consecutive PC meetings within the minimum attendance requirement, the delegate's position shall be considered vacant and the position

then the de

shall be filled

Procedures for Selection of Policy Committee Delegates

1. Parent Delegates

The structure of parental involvement in the governance of Head Start

committee assists in the governance of each Head Start center

ensures the participation of parents who are children in the program

Parent Co

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a. Parent delegates shall be selected on or before October 1, 2011, and shall be responsible for the nominations and selections for the at-large positions occurring in

October;

b. nominees must provide to the PC relevant information regarding their back-ground and interests, unless the nominee is a former PC at-large delegate;

c. present and former PC parent delegates who wish to be considered for positions as PC at-large delegates must provide their back-ground and interest qualifications to the PC;

d. a member of the PC shall be appointed as an at-large delegate.

to be
must present
PC; and
r of the Chicago Board of Education who shall be
l annually by other members of the Board to serve as
e delegate to the PC.

III. GOVERNING AND MANAGEMENT RESPONSIBILITIES

The Board, Head Start Management staff, and the PC are responsible for working in

...and ...region, sexual orientation, or disability
...employee-management relation pro
...laws, and ...collective bargaining agreements, state employment
teacher certification requirements.

employment practices to the extent appropriate. The PC shall be involved in program
While the PC shall not participate directly in the ... given its non-management function.
...ing or termination of individuals working with or for the program, it w... be involved in ...
... or personnel policies described ... the employment process by assisting in the establishe
... descriptions used in hiring forms ... Start personnel by ... the board to establish fo
... criteria and standards for HS ... positions!! (3) helping establish the job performance crite
(4) making recommendations. ... positions that will be used in personnel evaluations; and

B. The Board's Responsibilities

As a Head Start delegate agency, the Board shall be responsible for the following
aspects of the program:

f. developing models for delivery of program services to meet the needs of varying communities which include half-day, full-day and year-round early childhood education programs.

3. coordinating the program with other pre-school programs and with the primary elementary school grades in the city to ensure appropriate alignment of the CPS Head Start program with these other pre-school and elementary school programs;

5. collecting data for studies evaluating program effectiveness;

6. assessing the progress of children in the program relative to local, state and

federal benchmarks of program

effectiveness in early childhood education;

7. assisting in the development and implementation of legislation regarding early childhood education;

8. evaluating the effectiveness of program staff;

9. providing recommendations regarding the hiring and termination of program staff;

10. providing recommendations as consultants to the Board regarding program services, including providing expertise as consultants to the Board regarding program services;

11. reporting to the Board and the Chicago Department of Family Services on the effectiveness and progress of the program in meeting its goals and objectives;

effectiveness

12. reporting to the Board annually regarding long- and short-term program planning;

reporting

the program's self-

community assessments of the program and the results of the

assessment;

13. monitoring the program to ensure that it operates in compliance with applicable laws, rules, regulations, and policies;

Approved for Consideration:

Respectfully Submitted:

Antonia E. ... 7th ...