

**Sweetwater County School District Number One
Head Start Program
Procedures for Shared Decision Making**

POLICY:

It is the policy of the Sweetwater County School District Number One Head Start Program to insure shared decision making occurs between the Parent Committee, Policy Council, and Sweetwater County School District Number One Board of Trustees.

PROCEDURAL APPLICATION:

Parent Committee members are all part of individual classroom committees. As such, they plan classroom parent meetings and activities and provide input and feedback to program managers on issues affecting program design and options, as well as applications for funding. The Parent Committee Officers bring parent concerns, recommendations, or requests to the Policy Council by requesting that those issues be placed on the Policy Council agenda.

Policy Council members listen to and discuss feedback, input, and concerns brought before them by parents, program staff, or the community at large that affects their areas of responsibility as detailed in Appendix A of Performance Standard 1304.50. That information is used as part of the basis for policy decisions made by the Council.

School Board membership is represented on the Policy Council by at least one School Board member being appointed to the Council. The representative serves as a liaison between the two governing bodies. The representative also serves as adviser to Council to inform its members about proper school district processes and procedures for various kinds of decisions, including policy development and approval.

Policy Council and School Board members are invited to attend a training early in the school year (after Policy Council elections) to learn the functions of each governing body and their specific areas of responsibility.

All parents and members of governing bodies are invited to attend all Head Start planning sessions and program activities. Minutes of all meetings are available for review.

School Board Approved 5/8/00
Policy Council Approved 3/28/00
Developed February 2000
Admin.Docs.,Policies/Procedures, Program