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Ref #: # 1304.52 (L) (4)	Policy Council Approval Date: 6/22/10	

COMPONENT: PROGRAM DESIGN AND MANAGEMENT – HUMAN RESOURCE

SUBJECT: ORIENTATION & ONGOING TRAINING – GOVERNING BODY & POLICY COUNCIL

PERFORMANCE OBJECTIVE: To provide training or orientation to Head Start governing body members and Head Start Policy Council members to enable them to carry out their program governance responsibilities effectively.

POLICY AND PROCEDURE:

Highland Rim Economic Corporation will provide an orientation for the Policy Council and Governing Body. Orientation will include:

- The agency’s history, mission statement, and organizational structure,
- Their roles and responsibilities in governing, organizing and operating the program, and
- The goals, underlying philosophy, and performance standards of Head Start.

Ongoing training opportunities will be provided using several methods including presentations, information packets, and opportunities for participation in workshops, conferences, and seminars. The Governance Body and Policy Council will receive shared governance training annually.

Outgoing Policy Committee members will assist with the training of new Policy Council members annually.