



**RESOLUTION 4, 2014**

***FOR THE ADOPTION OF PUGET SOUND EDUCATIONAL SERVICE DISTRICT'S HEAD START ADVISORY COMMITTEE***

**WHEREAS**, Puget Sound Educational Service District's ("PSESd's) Policy Governance Process 6: *Board Committee Principles*, allows for a functional committee structure;

**WHEREAS**, Section 642(c)(1)(E)(iv)(XI) of the amended Head Start Act also allows for the establishment of "advisory committees to oversee key responsibilities related to program governance and improvement of the Head Start program", "to the extent practicable and appropriate" and at the discretion of the Board;

**WHEREAS**, Policy Clarification E-024 ("PC-E-024") from the U.S. Administration for Children and Families' Office of Head Start ("OHS") further clarifies that the advisory committee "or sub-board" may not supplant the Board's legal and fiscal responsibilities related to Head Start governance;

**WHEREAS**, PC-E-024 further requires policies and procedures for the advisory committee including: (1) a written document specifying the duties, actions and obligations of the advisory committee; (2) procedures describing membership, responsibilities, and process for selection; and (3) procedures describing how the advisory committee will share accurate and timely information about its decisions with the full Board to enable to full Board to exercise its legal and fiduciary duties for overseeing the Head Start program and federal funds;

**WHEREAS**, PC-E-024 further requires that prior to establishing an advisory committee on Head Start, the Board should notify the Head Start Regional Office "to assure that the proposed arrangement is appropriate";

**WHEREAS**, the Board determined that the best response to the findings received by PSESd on or about May 21, 2014 from the 2013 OHS Monitoring Review questioning PSESd's governance as it relates to oversight of the Head Start program would be to establish a Head Start Advisory Board consistent with the amended Head Start Act and PC-E-024;

**WHEREAS**, the PSESd notified the Regional Office of the Board's desire to create a Head Start Advisory Committee on [INSERT DATE];

**WHEREAS**, the PSESd Board has designed, reviewed, discussed, and agreed upon the purpose, responsibilities, membership, process for selection, and relationship with the full Board of the Head Start Advisory Committee;

**NOW, THEREFORE, BE IT RESOLVED** that on this 15th day of October, 2014, at a meeting with a quorum present, a majority of the PSESd does hereby vote to approve and adopt the Head Start Advisory Committee Charter.

**Puget Sound Educational Service District Board of Directors**

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ATTEST:

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John P. Welch, Superintendent