

Policy Development and Review Policy

Policy No. 130

Jurisdiction of PSESD Early Learning Policies

PSESD Early Learning policies apply to the operations at all programs funded by PSESD Early Learning. They are approved by the Policy Council and are referenced in the Letter of Agreement between PSESD and subcontractors. Subcontractors may have additional policies which are not in conflict with the PSESD Early Learning policies.

Conflict of Policies

In the event there is a conflict between a PSESD Early Learning policy and a subcontractor policy, the PSESD Leadership and the subcontractor Center Director will attempt to negotiate a policy revision for that program which will resolve the conflict. This policy revision must keep with federal Head Start regulations, State ECEAP regulations, and must be approved by the Policy Council. Successfully negotiated policy revisions will be incorporated in that program’s Letter of Agreement. In the event a mutually agreeable policy revision cannot be agreed upon, the subcontractor will need to abide by the existing PSESD Early Learning policy as a condition of operating the PSESD Early Learning program.

Policy Review Cycle and Revisions

PSESD Early Learning policies are reviewed on a three-year cycle. That is, one-third of all policies are reviewed each year with all policies reviewed over a three-year period. The policy review and revision process will involve PSESD Early Learning leadership and all relevant staff, directors and/or advisory groups. New policies may be submitted as needed.

Any policy that requires more immediate revision may be presented at any point outside of the three-year cycle. Any PSESD Early Learning staff member, parent, or director can submit a proposal revision to a policy.

Year One	Year Two	Year Three	Annually
<ul style="list-style-type: none"> • Standard of Conduct: Active Child Supervision • Tobacco- and Smoke-Free Environment • Personnel Management • Animals in the Early Learning Environment • Blood Borne Pathogens • Health Information Protection • Health Services • Physical Activity • Child Abuse and Neglect 	<ul style="list-style-type: none"> • Criminal Record Check • Drug- and Alcohol-Free Work Place • ERSEA • Gifts and Gratuities • Professional Learning • Standard of Conduct: Child Guidance and Support • Standard of Conduct: Confidentiality • Transportation • Conflict of Interest • Program Planning • Internal Dispute Resolution • Nepotism • Political Activities 	<ul style="list-style-type: none"> • Budget Revision and Grant Application • Fundraising • Hiring and Staff Qualifications • Procurement and Inventory • Research • Safe Arrival and Departure • Self-Assessment • Travel • Parent Leadership Reimbursement • Parent Fund • Pesticide 	<ul style="list-style-type: none"> • Community Feedback and Complaint • Equity, Inclusion, and Classroom Celebration • <i>Policy Development and Review</i>

Approved by Policy Council: July 17, 2018
 Approved by Board of Directors: September 19, 2018