

Agenda:

Group/Meeting Name: Policy Council Bylaws Subcommittee

Date: 9-16-19 Time: from: 5:30 to: 6:00

Location: 1470 Civic Court Ste. 200, Concord, CA 94520 (Conference Call)

Facilitator: Ana Araujo

Purpose: To review and obtain feedback on the drafts of Bylaws

Desired Outcome: By the end of this meeting, we will have:

An understanding of the updates to the 2018-2020 Bylaws
An opportunity to provide feedback and input from the subcommittee to make appropriate changes to the bylaws if needed
An evaluation of the meeting so that we may review our strengths and make any improvements as needed

Agenda			
What (content)	How (process)	Who	Time (minutes)
Desired Outcomes Agree on ground rules	Present Clarify Check for understanding Check for agreement	Volunteer	3
Review items: • 2018-2020 PC Bylaws	Present Check for understanding Check for agreement	Ana	15
Feedback and Input from Subcommittee for reviewed items	Present Check for understanding Check for agreement	Subcommittee Members	10
Meeting Evaluation	Plus/Deltas	Volunteer	2

Summary of Changes to Head Start Policy Bylaws 2018-2020

Current Bylaw	Bylaw Modification	Rationale
<p>1. III. Executive Committee</p> <p>2. III.E Election of Officers</p>	Updated PC Exec is voted in October business meeting	Re-schedule dates
3. IV.A.1. P Policy Council Membership-Composition	Re-phrased to "Parents of Currently Enrolled Children"	To clarify identification of PC representatives
4. IV.A.2. Policy Council Membership-Past Parent Representative	Updated limit of 5 years terms for past parents, also past parents must submit a letter of inters and be voted in during 1st business meeting (Sept)	Clarification to comply with HSPPS requirements
5. IV.B. Policy Council Membership- Term of Membership	Updated, "PC Exec supports with the election of new officers in October"	Clarification of services within term
6. IV.G. Policy Council Membership- Vacancy	Updated, past parent vacancies are announced by the PC chair during PC business meeting. Interested past parent representatives must follow the Past parent procedures election	Clarify procedures for filling past parent vacancies
7. V. Subcommittees	Updated, the number of current subcommittees to two standing subcommittees Program Services and Fiscal. And three Ad-hoc subcommittees, Bylaws, Advocacy, Ongoing Monitoring-Self assessment.	Updates number of subcommittees
8. VI. Conferences	Updated verbiage, representative's participation in conferences is paid by County as approved by HS budget and CSB protocols.	Clarify protocols about the representative's participation in conferences and their expenses.
9. IX Resolution Disputes	Added, Dispute Resolution protocol between PC and BOS.	To Comply with SHPPS requirements