

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**WORKSHOP SUMMARY**

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**Meeting Date:** January 26, 2010

**Submitted By:** Community Services

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**I. EXECUTIVE BRIEF**

**Title:** BCC Roles & Responsibilities as the Governing Board for the Head Start/Early Head Start Programs.

**Summary:** The Board of County Commissioners, as the governing board of Head Start/Early Head Start Programs, is required by Federal Head Start Program Performance Standards to be trained to carry out their governance responsibilities effectively. The training will be provided by Mabel Jones of the Jones Connection. (Head Start) Countywide (TKF)

**Background and Policy Issues:** Federal Head Start Program Performance Standards included in CFR 1304.52(k)(4) mandate that federal grantees provide training or orientation to Head Start/Early Head Start governing bodies. The training will address compliance with federal performance standards and program regulations.

**Attachments:**  
PowerPoint Presentation

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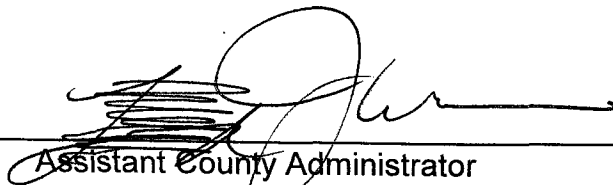
**Recommended by:**



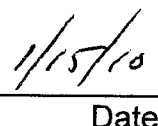
Department Director

  
Date

**Approved by:**



Assistant County Administrator

  
Date

**II. FISCAL IMPACT ANALYSIS**

**A. Five Year Summary of Fiscal Impact:**

Fiscal Years	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	<u>n/a</u>	_____	_____	_____	_____
External Revenue	<u>n/a</u>	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
<b>NET FISCAL IMPACT</b>	<u>n/a</u>	_____	_____	_____	_____
<b># ADDITIONAL FTE POSITIONS (Cumulative)</b>	_____	_____	_____	_____	_____

Is Item Included in Current Budget? Yes \_\_\_ No \_\_\_  
 Budget Account No.: \_\_\_\_\_ Dept. \_\_\_\_\_ Unit \_\_\_\_\_ Object \_\_\_\_\_  
 Program Code \_\_\_\_\_

**B. Recommended Sources of Funds/Summary of Fiscal Impact:**

There is no fiscal impact associated with this item.

**C. Departmental Fiscal Review.**

**III. REVIEW COMMENTS**

**A. OFMB Fiscal and/or Contract Administration Comments:**

<p><u>Michael Sch</u> 11/17/10                  OFMB                  VA 11/4/2010 PM 1-13-10</p>	<p><u>June S. Jacob</u> 11/17/10                  Contract Dev and Control</p>
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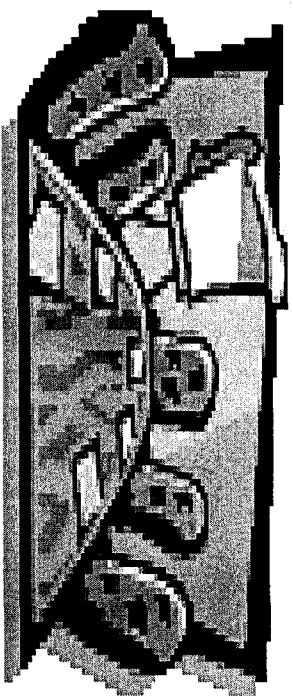
**B. Legal Sufficiency:**

J. M. [Signature] 11/15/10  
 Assistant County Attorney

**C. Other Department Review:**

\_\_\_\_\_  
 Department Director

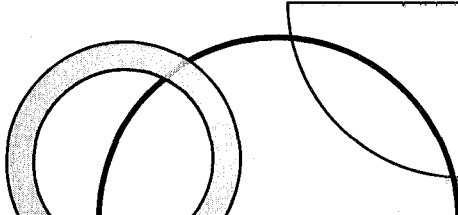
**This summary is not to be used as a basis for payment.**



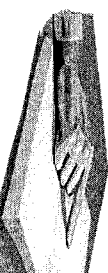
# **PROGRAM GOVERNANCE TRAINING**

**PALM BEACH BOARD OF COUNTY  
COMMISSIONERS**

**January 26, 2010  
2:00-3:00**



# HEAD START PERFORMANCE STANDARDS



## CODE OF FEDERAL REGULATIONS

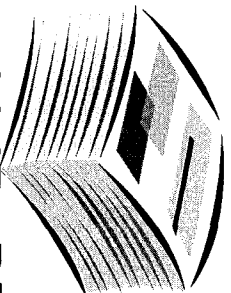


### **CFR PART-1301 – HEAD START GRANTS ADMINISTRATION**

- Subpart A – General & Definitions
- Subpart B – General Requirements
- Subpart C – Federal Financial Assistance
- Subpart D – Personnel and General Administration
- Appendix A to 1301. 31 Identification and Reporting Child Abuse & Neglect

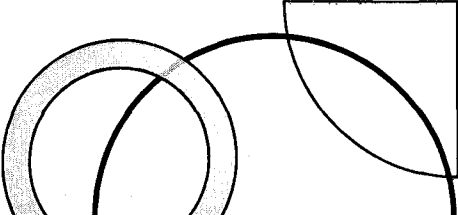


# HEAD START PERFORMANCE STANDARDS



## **CFR-PART 1302 – POLICIES AND PROCEDURES FOR SELECTION, INITIAL FUNDING, AND REFUNDING OR HEAD START GRANTEES, AND FOR SELECTION OF REPLACEMENT GRANTEES**

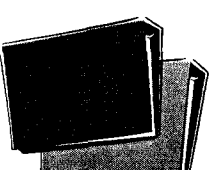
- Subpart A – General & Definitions
- Subpart B – Bases for Selection of Grantees
- Subpart C – Change in Grantee Requiring Amendment of Approved Application or Replacement of Head Start Program



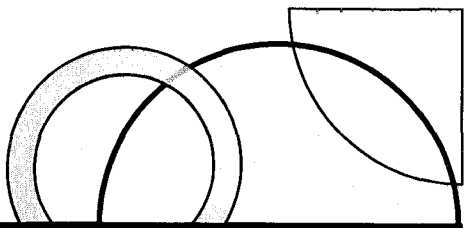
# HEAD START PERFORMANCE STANDARDS

## **CFR-PART 1303- APPEAL**

### **PROCEDURES FOR HEAD START GRANTEES AND CURRENT OR PROSPECTIVE DELEGATE AGENCIES**



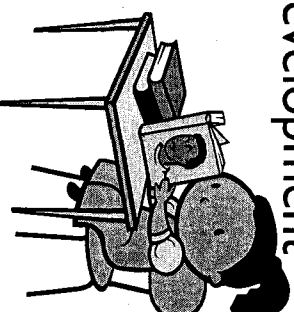
- Subpart A – General & Definitions
- Subpart B – Appeals by Grantees
- Subpart C – Appeals by Current or Prospective Delegate Agencies
- OMB Control Number



# HEAD START PERFORMANCE STANDARDS

## **CFR-PART 1304 –PROGRAM PERFORMANCE STANDARDS FOR OPERATION OF HEAD START PROGRAMS BY GRANTEES AND DELEGATE AGENCIES**

- Subpart A – General & Definitions
- Subpart B – 304.20-Early Childhood Development & Health Services
  - 1304.20 - Child Health Services
  - 1304.21 - Education & Early Childhood Development
  - 1304.22 - Child Health & Safety
  - 1304.23 - Child Nutrition
  - 1304.24 - Child Mental Health

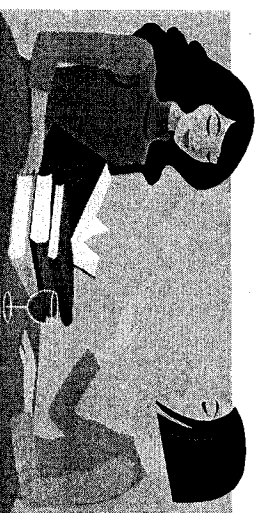




# HEAD START PERFORMANCE STANDARDS

- **CFR-PART 1304 -PROGRAM PERFORMANCE STANDARDS FOR OPERATION OF HEAD START PROGRAMS BY GRANTEEES AND DELEGATE AGENCIES**

- Subpart C – 1304.40 Family & Community Partnerships
  - 1304.40 - Family Partnerships
  - 1304.41 - Community Partnerships

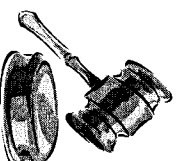




# HEAD START PERFORMANCE STANDARDS

## **CFR-PART 1304 – PROGRAM PERFORMANCE STANDARDS FOR OPERATION OF HEAD START PROGRAMS BY GRANTEEES AND DELEGATE AGENCIES**

➤ Subpart D – 1304.50 Program Governance



1304.51 – Management Systems and Procedures

1304.52 – Human Resources Management

1304.53 - Facilities, Materials, and Equipment

# HEAD START PERFORMANCE STANDARDS

- **CFR-PART 1305 – ELIGIBILITY, RECRUITMENT, SELECTION, ENROLLMENT AND ATTENDANCE IN HEAD START (ERSEA)**

- 1305.1 - Purpose and scope
- 1305.2 – Definitions
- 1305.3 – Determining community strengths and needs.
- 1305.4 – Age of children and family income eligibility
- 1305.5 – Recruitment of children
- 1305.6 - Selection process
- 1305.7 – Enrollment and re-enrollment
- 1305.8 - Attendance<sup>8</sup>
- 1305.9 – Policy on fees
- 1305.10 – Compliance
- Homeless

