



Capital Region ESD 113
Sound to Harbor Early Learning Programs



Policy Council Facts

Parents/Guardians as Decision Makers

- The program could not exist without an active Policy Council. Policy Council reviews and approves program policy, submittal of grants, service areas, personnel hiring and firing, along with other program business.
 - Policy Council is made up of representatives and alternates who are current parents/guardians of children enrolled in the program's Head Start and ECEAP classrooms. At least 51% of the membership must be current parents/guardians.
 - Members cannot be related directly or through marriage to current employees and/or to program substitutes who work 10 hours or more a week.
 - Members must attend the meetings. Absences are limited per Policy Council By-Laws.
 - Members are strongly encouraged to have an email address for correspondence.
 - Representatives and alternates are elected at their centers in September to October.
 - The term of office is one year starting on November 3, 2018. The last date in office will be November 2, 2019.
 - The maximum number of years anyone can serve on any Policy Council is five years.
 - The training for Policy Council members will be on Saturday, November 3, 2018, from 9:30 a.m. to 3:00 p.m., at the ESD 113 in Tumwater.
 - Starting in December, the Policy Council meets monthly for videoconference meetings. The year's schedule is provided.
 - Members can choose where to attend. The three videoconference sites are in Belfair, Hoquiam, and in Tumwater.
 - Belfair Center in Belfair
 - Washington Elementary Center in Hoquiam
 - ESD 113 in Tumwater
 - At the evening council meetings, complimentary dinners are served at 5:30 p.m., and the meetings start at 6:00 and end by 8:00 p.m.
 - Representatives and alternates receive child care reimbursement and will be paid for round trip mileage from enrolled center to the meeting location. Mileage is at the current state reimbursement rate. The reimbursement rates for child care are as follows: 1 child at \$6.00 per hour, 2 children at \$7.00 per hour, 3 or more children at \$8.00 per hour.
 - Policy Council can elect into membership former program parents/guardians who were Policy Council members within the last three program years. These members will be the past parent representatives. Low-income past parent representatives may receive child care reimbursement and mileage noted above.
 - Policy Council can elect into membership interested professionals who work in programs that serve low- income families with young children. These members will be the Community Representatives.
- For more information, contact your Center Director or Area Coordinator at your center.