



## **BASIC TRAINING** **in Head Start GOVERNANCE and the POLICY COUNCIL Role**

**December 6, 2011**  
**Doubletree Worthington, Columbus, Ohio**

This reformatted full day intensive session will equip Parent Leaders and Parent Involvement Staff with a solid understanding of the Head Start Governance Structure and the role of Policy Council, laying the foundation for a successful partnership to support positive program outcomes.

**9:00 am to 12:00 pm      General Session**

### **Understanding Head Start**

Head Start Funding  
Federal, Regional and State Structure  
Links to State Systems  
What's Ahead for Head Start  
Head Start Dictionary  
Program Definitions and Program Options  
Accountability, Oversight and Monitoring

### **Understanding Policy Council Roles and Responsibilities**

Performance/Program standards specific to Policy Council  
Roles and responsibilities of a board  
Bylaws  
Rights and Responsibilities of Policy Council Membership  
Relationship of Policy Council to program, governing board, staff/directors

**12:00 pm to 1:00 pm Lunch Provided**

**1:00 pm to 4:00 pm      Activity Based Breakout Sessions**

### **Meeting Basics**

*Participants will explore what makes meetings work, learn basic Parliamentary Procedure, review resources to support successful meetings, and practice strategies to make meetings more effective.*

### **Team Roles and Relationships**

*Participants will engage in team building activities and explore group dynamics, leading to a better understanding of self and practical tools and activities to apply to different Head Start group and team settings.*

# THE OHIO HEAD START ASSOCIATION

OHSAI Basic Training in Head Start Governance and the Policy Council Role  
*TUESDAY, DECEMBER 6, 2011 \* 9:00 A.M.-4:00 P.M.*

Agency/Organization \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

Please list participant names below (duplicate form if necessary)

<u>Name</u>	<u>Role</u>
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____

## Registration Rates:

<u>Member</u>	<u>Member On-site</u>	<u>Non-Member</u>	<u>Non-Member On-Site</u>
\$120.00	\$170.00	\$170.00	\$220.00

## Deadline for Registration: **Friday, November 25, 2011**

OHSAI strives to have as many attendees as possible pre-registered and paid. If payment cannot be made by the deadline, please forward a purchase order. If a registration must be cancelled, please do so seven (7) working days prior to the training. OHSAI does not refund registration fees but alternate participants may attend.

## Late Fees: **\$25.00**

Registrations received after the deadline listed above will be assessed a late fee of \$25.00 per person.

Check enclosed made payable to the Ohio Head Start Association, Inc. (OHSAI)

PO enclosed PO# \_\_\_\_\_

Received in OHSAI Office \_\_\_\_\_ Check# \_\_\_\_\_ Check Date \_\_\_\_\_ Amount Received \_\_\_\_\_

The Ohio Head Start Association, Inc. □ 144 Westpark Road, Dayton, OH 45459  
937/435-1113 Fax: 937/435-5411 [www.ohsai.org](http://www.ohsai.org)

## *HOTEL INFORMATION*

Hotel Reservations should be made directly to

Doubletree Hotel Columbus/Worthington

175 Hutchinson Avenue

Columbus, Ohio 43235

614-885-3334

1-800-870-0349

[http://doubletree.hilton.com/en/dt/groups/personalized/C/CMHWNDT-OHS-20111205/index.jhtml?WT.mc\\_id=POG](http://doubletree.hilton.com/en/dt/groups/personalized/C/CMHWNDT-OHS-20111205/index.jhtml?WT.mc_id=POG)

Rates: \$100.00 Single/Double

Deadline for registration at these rates is

Monday, November 14, 2011

**Please call in ASAP with your  
reservations**