



# College Station Independent School District

Success...each life...each day... each hour

## MEMORANDUM

To: Dr. Eddie Coulson, Superintendent

From: Greg McIntyre, Deputy Superintendent for Curriculum and Instruction

Date: September 16, 2010

Subject: Required Board Approvals for Head Start processes

Agenda Item: I-5 a, b, c

Board Priority/  
District Goal: Priority 1, 2, 3/Goals 2 and 4

## BACKGROUND

Head Start Program Performance Standards require the participation of the CSISD Board of Trustees as the governing body of the program to approve specific policies that pertain to program operations. Two of these policies are the selection and enrollment of Head Start/Early Head Start children and the selection process for Policy Council members. The third approval is required for additional requirements based on the standards that exceed the district personnel policies.

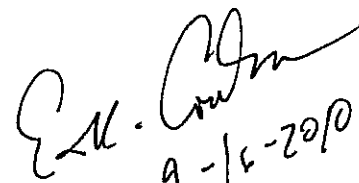
Attached are the processes used by the CSISD Head Start/Early Head Start program. These processes are well researched and efficient in meeting the needs of the program and in accomplishing the steps involved in serving families and children. In addition, a chart showing the personnel requirements specific to Head Start/Early Head Start is also attached.

## RECOMMENDATION

It is recommended the CSISD Board of Trustees approve the Head Start/Early Head Start processes for the election of Policy Council members, the eligibility and selection of students and the coordination of requirements between Head Start Program Performance Standards and the district personnel policies. Signature pages will be provided at the meeting for the policies selection and enrollment of Head Start/Early Head Start children and the selection process for Policy Council members.

GREG MCINTYRE  
Deputy Superintendent for  
Curriculum & Instruction

1812 Welsh Avenue  
College Station, TX 77840  
PHONE 979-764-5415 FAX 979-764-5425

  
9-16-2010  
EDDIE COULSON, Ed.D.  
Superintendent of Schools