

Head Start Governance and Management Responsibilities

Governing Body/Tribal Council

Assumes Legal and Fiscal Responsibility for Head Start and the Safeguarding of Federal Funds

- Adopt practices to ensure active, independent and informed governance:
- Governing body bylaws
 - Procedures for accessing and collecting information
 - Written standards of conduct, including conflicts of interest and complaints
 - Procedures for selecting Policy Council members
 - Advisory committees

*Reports that are generated and used by management, then shared with and used by Policy Council and governing body:

- HHS secretary communication
- Financial statements
- Program information summaries
- Enrollment
- USDA
- Financial audit
- Self-Assessment
- Community assessment
- PIR

Policy Council
Assumes Responsibility for Head Start Program Direction

Management Staff
Assumes Operating Responsibility for Head Start Day-to-Day Functions