



Head Start Governing Body Responsibilities

RESPONSIBILITIES- The governing body is responsible for activities specified in section 642(c)(1)(E) of the Act.

Function	
i.	have legal and fiscal responsibility for administering and overseeing programs under this subchapter, including the safeguarding of Federal funds;
ii.	adopt practices that assure active, independent, and informed governance of the Head Start agency, including practices consistent with subsection (d)(1), and fully participate in the development, planning, and evaluation of the Head Start programs involved;
iii.	be responsible for ensuring compliance with Federal laws (including regulations) and applicable State, tribal, and local laws (including regulations); and
iv.	be responsible for other activities, including--
I.	selecting delegate agencies and the service areas for such agencies;
II.	establishing procedures and criteria for recruitment, selection, and enrollment of children;
III.	reviewing all applications for funding and amendments to applications for funding for programs under this subchapter;
IV.	establishing procedures and guidelines for accessing and collecting information described in subsection (d)(2);
V.	reviewing and approving all major policies of the agency, including-
	(aa) the annual self-assessment and financial audit;
	(bb) such agency's progress in carrying out the programmatic and fiscal provisions in such agency's grant application, including implementation of corrective actions; and
	(cc) personnel policies of such agencies regarding the hiring, evaluation, termination, and compensation of agency employees;
VI.	developing procedures for how members of the policy council are selected, consistent with paragraph (2)(B);
VII.	approving financial management, accounting, and reporting policies, and compliance with laws and regulations related to financial statements, including the-
	(aa) approval of all major financial expenditures of the agency;
	(bb) annual approval of the operating budget of the agency;



Head Start Governing Body Responsibilities



(cc) selection (except when a financial auditor is assigned by the State under State law or is assigned under local law) of independent financial auditors who shall report all critical accounting policies and practices to the governing body; and
(dd) monitoring of the agency's actions to correct any audit findings and of other action necessary to comply with applicable laws (including regulations) governing financial statement and accounting practices;
VIII. reviewing results from monitoring conducted under section 641A(c), including appropriate follow up activities;
IX. approving personnel policies and procedures, including policies and procedures regarding the hiring, evaluation, compensation, and termination of the Executive Director, Head Start Director, Director of Human Resources, Chief Fiscal Officer, and any other person in an equivalent position with the agency;
X. establishing, adopting, and periodically updating written standards of conduct that establish standards and formal procedures for disclosing, addressing, and resolving--
(aa) any conflict of interest, and any appearance of a conflict of interest, by members of the governing body, officers and employees of the Head Start agency, and consultants and agents who provide services or furnish goods to the Head Start agency; and
(bb) complaints, including investigations, when appropriate; and
XI. to the extent practicable and appropriate, at the discretion of the governing body, establishing advisory committees to oversee key responsibilities related to program governance and improvement of the Head Start program involved.



**DHS, Head Start and Early Head Start-Child Care Partnership
Sites and Council Districts**



**DHS, Head Start
Edgewood ISD**

Site	Address	Council District
Cardenas	3300 Ruiz Street 78228	5
Stafford	611 SW 36th Street 78237	6

**DHS, Head Start
San Antonio ISD**

Site	Address	Council District
Arnold	467 Freiling 78213	1
Bowden	515 Willow St 78202	2
Carroll ECE	463 Holmgreen 78220	2
Carvajal ECE	225 Arizona St 78207	5
De Zavala	2311 San Luis St. 78207	5
Foster	6718 Pecan Valley Dr. 78223	3
Hirsch	4826 Sea Breeze Dr 78220	2
Huppertz	247 Bangor Street 78228	7
Irving	1300 Delgado St. 78207	1
J.T. Brackenridge	1214 Guadalupe 78207	5
Knox ECE	302 Tipton Ave 78204	3
Madison	2900 W.Woodlawn Ave 78228	7
Maverick	107 Raleigh Street 78201	1
Neal	3407 Capitol Ave 78201	1
Nelson ECE	1014 Waverly 78201	1
Schenck	101 Kate Schenck Ave 78223	3
Tynan ECE	925 Gulf St 78202	2

**DHS, Early Head Start-Child Care Partnership
Edgewood ISD**

Site	Address	Council District
YWCA Olga Madrid	503 Castroville Rd 78237	5

**DHS, Early Head Start-Child Care Partnership
San Antonio ISD**

Site	Address	Council District
Blessed Sacrament	1135 Mission Rd 78210	3
Ella Austin	1023 N. Pine St 78202	2
Healy Murphy	618 Live Oak 78202	2
Inman Christian Center	1214 Colima St 78207	5
Seton Home	1115 Mission Rd 78210	3