

**Subject: Policy Council Operations**

**Source: Head Start Performance Standard 45 CFR Section 1304.50**

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**Policy**

Policy Council determines the location of its meetings and all meetings are conducted in compliance with Robert's Rules of Order. All decisions of the Policy Council with the concurrence of the Board of Directors shall become policy for all Early Head Start programs.

**Procedure**

- Agenda, minutes, and information on topics for approval will be mailed or e-mailed to all Council members prior to the Policy Council meeting.
- Agendas and minutes are to be posted at all sites in the parent area and at the central office.
- All decisions of the Policy Council must be in compliance with federal, state, and local regulations.