

POSITIVE PROGRAM GOVERNANCE

A stylized illustration of a blueprint or architectural drawing on a sheet of paper. A pen and a ruler are placed on the blueprint, suggesting a process of planning or design. The blueprint features various lines, grids, and shapes, typical of a technical drawing.

**Your blueprint to developing
successful Head Start or Early
Head Start Programs**

**A comprehensive
training customized to meet
your specific needs**

**Training and Technical Assistance Services
Western Kentucky University
344 Tate C. Page Hall
1 Big Red Way
Bowling Green, KY 42101
www.ttas.org**

How Is the Positive Program Governance Training Designed?

The vision that guided Training & Technical Assistance Services (T/TAS) in the development of the **Positive Program Governance Training and Orientation Series** was the affirmation that a successful Head Start and/or Early Head Start program must have an effective and shared decision making process. Shared governance requires a well-functioning parent committee, an active and involved Policy Council or Committee, and an informed agency governing body.

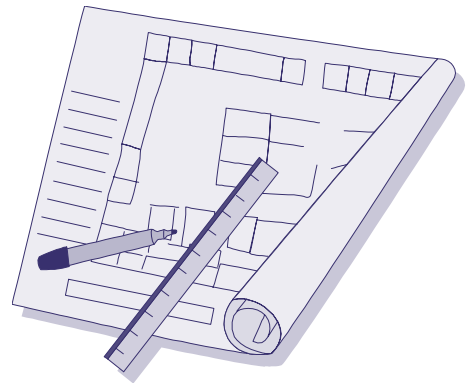
The training sessions are designed by T/TAS to orient new parents, community representatives, and staff, and to bolster the knowledge and skills of seasoned policy group members and veteran staff.

What Are the Benefits of Attending?

- Participants receive a blueprint for developing a successful Head Start or Early Head Start Program, starting with positive program governance.
- This training covers the history of Head Start and shared decision making, as well as the roles and responsibilities of the decision makers.
- Strategies for developing an effective Parent Committee, Policy Committee, Policy Council, and other governing bodies are identified.
- Team and group development processes are discussed.
- Relevant standards and regulations (such as 1304.5 and Appendix A charts) are reviewed.
- Take-home materials include sample by-laws, a by-laws checklist, and a code of conduct statement.
- T/TAS tailors each training to the program's specific needs and delivers the training when and where the program chooses.

Who Will Benefit from Attending?

- Head Start/Early Head Start Directors
- Head Start/Early Head Start Managers and Coordinators
- Board Representatives
- Policy Council Members and Alternates
- Policy Committee Members and Alternates
- Parent Representatives
- Family and Community Partnership Staff
- Family Service Workers
- Delegate agencies and child care partners
- Any staff member or other individual who supports the mission and goals of the Early Childhood Education Community for, or in conjunction with, a Head Start, Early Head Start, American Indian, and/or Migrant Head Start program.



Why Should I Consider This Specific Training?

This training series is both comprehensive and customized by T/TAS to meet your program's specific needs. Each training session by T/TAS is tailored to fit your time frame and desired training design.

As the Head Start Director... You choose the time; You choose the place; You choose who attends; You have input into content

Positive Program Governance Training is conducted by one or more professional trainers from T/TAS with in-depth knowledge and experience in the arena of program governance. All T/TAS trainers also have extensive experience in Head Start, Early Head Start, community action agencies, and other educational, social, and human service programs. T/TAS training sessions include hands-on, interactive small and large group activities, in the relaxed setting of your choice.

A **Certificate of Accomplishment** is provided to participants at the conclusion of each Positive Program Governance Training.

What Director's Are Saying About The Positive Program Governance Training...

"We have used many trainers for doing Program Governance training at GLEAMNS! However, the training provided by Training and Technical Assistance Services at Western Kentucky University on Positive Program Governance has been the most thorough and useful."

Dr. Thomas C. McCain, Sr.
Director
Gleamns Head Start
Greenwood, SC

"Our Board and Policy Council members have a firm grasp of the governance structure and feel confident in fulfilling their roles and responsibilities after participating in T/TAS' governance training. The information is presented in an easy to understand format and the trainer's enthusiasm is contagious. I always leave feeling refreshed and eager to begin a new year!"

Charlene Engles
Director
Gateway Head Start
West Liberty, KY

"For years, I thought we did a good job with Policy Council and Board training, but I found that T/TAS trainers immediately connect with the new and experienced committee members and have a special credibility that is just not there when you are covering the material 'in house.' These trainers know how to make the most out of a day. Their knowledge and energy just cannot be beat!"

Judy Graham
Director
Sequatchie Valley Head Start
South Pittsburg, TN

How do I schedule the training?

By Calling T/TAS at 800-882-7482 Or by E-mailing colleen.mendel@wku.edu -or- mvobrien@aol.com

Training Fees: Colleen Mendel or Marce Verzaro-O'Brien will quote fees customized specifically to your program's needs and training design.

The host program is responsible for providing the location for the training, as well as inviting participants, and handling all on-site logistics.

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Other Valuable Program Governance Resources

A Blueprint for Success in Head Start and Early Head Start is a comprehensive collection of resources program governance resources from Training & Technical Assistance Services at Western Kentucky University. The resources include:

The Roles and Responsibilities of Decision Makers. 25 booklets per set (PG-001)	\$49.95
A Guide for Decision Makers. 25 booklets per set (PG-002)	\$99.95
Training Policy Councils and Governing Bodies: A Trainer's Manual (PG-003)	\$39.95
Tools for Decision Makers. English Video (PG-004) or Spanish Video (PG-004S)	\$49.95
Building a Successful Program Through The Parent Committee. English Video (PG-005) or Spanish Video (PG-005S)	\$49.95
Looking at the Structure of the Policy Council and Committee. English Video (PG-006) or Spanish Video (PG-006S)	\$49.95
Special Edition: Includes the Trainer's Manual (English only) and all three training videos in either English (PG-100) or Spanish (PG-100-S)	\$174.95

For ordering information, or to obtain an order form, Call 800-882-7482