

Program Planning

Policy

Program planning for North's Head Start Program will include involvement of governing bodies, policy groups, program staff, and community organizations. The Organizational system will ensure high quality services to children and families while maintaining a high level of satisfaction for its clients and stakeholders. A regional approach will focus on meeting the needs of diverse communities and assigning clear accountability. Ongoing assessment, evaluation and plans for improvement will be essential elements of the planning process that contribute to the overall success of the agency.

Procedure

1. Program planning will include the following elements:
 1. Community Needs Assessment - every three years.
 2. Strategic Planning - every three years.
 3. Integrated Plans / policies and procedures - yearly reviews and updates.
 4. Policy Council orientation - yearly.
 5. Self assessment - yearly.
 6. Ongoing monitoring and reporting.
 7. Grant planning, including budgets - yearly.
 8. Continuous communication and feedback.

This policy complies with Head Start Performance Standard 1304.51
It was approved by Policy Council on November 4, 2010.