



COMMUNITY ACTION PARTNERSHIP HEAD START TASK FORCE

Approved by the Board of Directors: March 17, 2020

I. Purpose of the Community Action Partnership Head Start Task Force

To advise the Community Action Partnership Board of Directors on actions related to early childhood issues and advocate on behalf of the Community Action Network in order to promote the historical and programmatic synergies that exist between Community Action and the Head Start early childhood education model.

II. Values

- We believe that universal access to high quality early childhood education for families with low-incomes, specifically Head Start and Early Head Start, put children and their parents on the path to lifelong success.
- We believe early childhood education programs are most effective and efficient when implemented through a Community Action Agency with a focus on a whole family approach to serving families, because CAAs are able to easily leverage other community-based family supports and services.
- We believe that structural inequities (such as those involving race and gender) are best addressed in a Head Start setting where parents and other caregivers share power with educators and other community stakeholders.
- We believe that efforts to adopt universal access to early childhood educational programming should build on the proven models such as Head Start and Two Generation/Whole Family approaches. In particular, we believe expanded early education programs should require strong family engagement, parent leadership, and community collaboration.

III. Activities

The Task Force shall advise the Community Action Partnership Board of Directors and the Community Action network on issues relating to Head Start/Early Head Start (HS/EHS) and take appropriate actions, including, but not limited to:

- (a) facilitating structured feedback from the Network on general issues affecting HS/EHS programs;
- (b) disseminating information to the Network on policy issues and initiatives impacting the operation, administration, monitoring, or funding of HS/EHS programs;
- (c) releasing statements on behalf of the Partnership on legislative, administrative, and legal actions affecting HS/EHS programs; and
- (d) establishing Network goals for HS/EHS engagement and developing strategies for achieving stated Network goals.

IV. Membership

The Partnership Board of Directors shall appoint all Task Force members. The Task Force shall be composed of not more than 32 members, each serving a 3 year term:

- (a) 1 of whom shall be a member of the Community Action Partnership Board of Directors who shall be appointed by the Board Chair and serve as co-chair;
- (b) 10 of whom shall be Community Action Agency Executive Directors, one of whom shall serve as co-chair, provided, however, that no more than 1 Executive Director from each Administration for Children and Families Region shall be appointed per term;
- (c) 10 of whom shall be Community Action Agency Head Start Directors, provided, however, that no more than 1 Head Start Director from each Administration for Children and Families Region shall be appointed per term;
- (d) up to 5 of whom may be professionals with proven ability and extensive experience in a relevant field of study, including, but not limited to, early childhood education, cognitive and social development, early childhood development, whole family approaches to fighting poverty, fiscal controls, or equity issues;
- (e) up to 5 of whom shall be parents, guardians, or caregivers of children who are currently or were previously enrolled in Head Start/Early Head Start; and
- (f) 1 of whom shall be the Chief Executive Officer of the Community Action Partnership, who shall serve ex officio.

Partnership Board members may serve as Task Force members in their capacity as an Executive Director representing a Region, a Head Start Director representing a Region, or in their capacity as an experienced professional. All Task Force members will serve without pay, provided, however, that the Community Action Partnership Board of Directors may provide funding for

parent, guardian, and caregiver Task Force members to travel to the August Annual Convention in order to attend the third quarter Task Force meeting.

V. Meetings

The Task Force shall meet at least once per quarter of the calendar year and meetings shall be conducted by web meeting; provided, however, that the third quarter meeting of each year shall be held in person at the Community Action Partnership Annual Convention in August. Meetings shall be scheduled and facilitated by the Task Force Co-Chairs with assistance from Partnership staff as appropriate. The Task Force Co-Chairs shall disseminate a proposed meeting agenda to members, give members sufficient time to submit agenda items, finalize the agenda, and disseminate a final Task Force meeting agenda prior to each Task Force meeting.

VI. Procedures

The existence of a quorum must be established to conduct business. A quorum of Task Force members shall consist of a majority of voting members, provided, however, that a quorum requires the presence of at least two parent, guardian, or caregiver Task Force members. All actions taken by the Task Force at any meeting require a majority vote of members present and voting. The parliamentary rules of order shall govern at all Task Force meetings.