

Head Start of Lane County
Curriculum Committee Membership & Responsibilities
Revised October 2020

Purpose:

To build a foundation for comprehensive school readiness and to support the overall development of each child, the committee ensures the planning and implementation of curriculum and other educational services which are consistent with the following criteria.

- Research used to validate the curriculum
- Promotes children's language and cognitive development, early literacy and math skills, socio-emotional development, physical development and approaches to learning
- Linked to ongoing assessment of children's progress
- Promotes the development of program goals for improving school readiness that align with the Head Start Early Learning Outcomes Framework

Committee Membership:

- 1 Head Teacher or Teacher per region, representing all program models.
- 1 Regional Manager or Assistant Regional Manager
- Early Childhood Education & Disabilities Consultant-Committee Facilitator
- 1 Early Childhood Education Coordinator & 1 Family Support Coordinator
- 2 parent representatives from Policy Council

Meeting Dates:

1st Wednesday of the month from 3:30-5:00

Ground rules:

- Start/End on Time
- Respect Others – Listen

Responsibilities:

A. Decision-making process:

Regular committee members participate in decision making – Review and Evaluate:

- Curriculum
- Education and Disabilities policies and procedures
- Training for teaching staff

- Screening/Assessment

B) Recommendation:

- Technology
- Child Plus
- Child Assessment
- Training for teachers: pre-service, topics
- Schedules, format
- Program models
- Class: size, schedule, environments (inside & outside), site locations in County
- Transportation (routes, catchment area)

C) Committee Information

- Teacher/RM - Represent and inform teachers/RM at their region.
- Education & Disabilities Consultant- Reports to LAC
- Send agenda items to Education & Disabilities Consultant by the last Friday of the month.
- Agenda will be sent to committee members prior to each meeting
- Minutes are taken, reviewed, approved, and filed at each meeting. Minutes will be shared with the agency via the agency website. Virtual meeting will be recorded in Teams and made available to committee members.