

**UCHRA Van Buren County Head Start
Policy Council/Executive Board
Training Plan**

Date	Training Subject	Training Activity	Trainee	Location	Performance Item	Provider
September	Roles and Responsibilities of the Policy Council	Lecture and Handouts	All members	To Be Announced	1304.52 (k)(4)	Head Start Director
October	Performance Standards	Lecture and Handouts	All members	To Be Announced	1304.52 (k)(4)	Head Start Director
November	Parliamentary Procedure, Reading a Budget	Lecture and Handouts	All members	To Be Announced	1304.52 (k)(4)	Head Start Director, Fiscal Officer
December	A Look at Self Assessment	Lecture and Handouts	All members	To Be Announced	1304.52 (k)(4)	Head Start Director
January	Grants Package and Budget Plan for Upcoming Year	Lecture and Handouts	All members	To Be Announced	1304.52 (k)(4)	Head Start Director
February	Selection of Self Assessment Monitors	Lecture and Handouts	All members	To Be Announced	1304.52 (k)(4)	Head Start Director, Policy Council Members
April	Completion, Approval and Submission of Budget	Lecture and Handouts	All members	To Be Announced	1304.52 (k)(4)	Head Start Director, Budget Committee

