

Department:	Governance	Approval Date:	12/13/2016	Policy Number:	p6001
Regulation Number:	1301.3(e)	Regulation Topic:	Head Start Performance Standard	Policy Title:	Policy Council Member/Head Start Parent Reimbursement
				INTERNAL POLICY	

Policy:

Policy Council Member/Head Start Parents will be provided reimbursement for the designated expenses incurred during their participation in MARC Head Start governance and program planning meetings, Head Start and Early Head Start training / parent education opportunities, State Head Start meetings and other HeadStart/ Early Head Start related conferences. When individuals travel together in the same vehicle only one of them will be reimbursed for travel expenses and will need to identify which of them should receive the reimbursement. Parents qualifying for reimbursement include 1) parents of currently enrolled children 2) parents of children previously enrolled in MAHS **and** who have been elected to serve as a Past Parent on the MAHS Policy Council or Head Start Advisory Committee. Designated expenses may include:

- Travel, lodging, and per diem expenses in accordance with agency policies for staff travel
- Childcare expenses incurred during hours children are not attending HS or EHS programs
- Other expenses deemed appropriate