Department: Governance	Effective Date: 11-18-2025	Procedure Number: p6730
Regulation Number: 1301.4	Regulation Topic: Policy Council Requirements	Procedure Title: Composition, Election and Transition of Parent Committee
Version: 1:2014		Version Date: 11-18-2025

In addition to the above regulations, the following requirements will be met regarding Parent Committee:

Composition:

1.) Center-based programs will be organized according to agency requirements
2.) Home Based option will meet as a group

Election (August – October):

1.) Elections must be held as early in the new school year as possible
2.) One parent will be elected each year to serve as a Representative
3.) One parent will be elected each year to serve as an Alternate

Transition:

1.) During the transition between outgoing and newly elected Representatives, all are eligible to vote on action items