

FILED
OFFICE OF THE CITY CLERK
OAKLAND

2010 NOV -4 PM 1:06

CITY OF OAKLAND
AGENDA REPORT

TO: Office of the City Administrator
ATTN: Dan Lindheim
FROM: Department of Human Services
DATE: November 16, 2010

RE: **Resolution Authorizing The City Administrator, On Behalf Of The City Of Oakland, To Review And Approve The Request Of The Oakland Head Start Advisory Panel To Change Their Name To Oakland Head Start Advisory Board; And Add A Voting Member To The Membership and A Non-Voting Policy Council Member Liaison To Report To The Advisory Panel; And Make Revisions To Their Bylaws, And Subsequent Documents Pertaining To The Advisory Panel, To Reflect Said Changes**

Attached is a report and resolution from the Oakland Head Start Advisory Panel to change their name to Head Start Advisory Board and add a non-voting Policy Council Member Liaison to the membership. Department of Human Services staff and a representative from the Head Start Advisory Panel will be available to answer questions.

Respectfully submitted,



ANDREA YOUNGDAHL
Director, Department of Human Services

Attachments

FORWARDED TO THE
LIFE ENRICHMENT COMMITTEE:



Office of the City Administrator

Item: **5**
Life Enrichment Committee
November 16, 2010

THE OAKLAND HEAD START ADVISORY PANEL

November 16, 2010

Life Enrichment Committee
Oakland, CA

Dear Chairperson Brooks and Members of the Committee

RE: Resolution Authorizing The City Administrator, On Behalf Of The City Of Oakland, To Review And Approve The Request Of The Oakland Head Start Advisory Panel To Change Their Name To Oakland Head Start Advisory Board; And Add A Voting Member To The Membership and A Non-Voting Policy Council Member Liaison To Report To The Advisory Panel; And Make Revisions To Their Bylaws, And Subsequent Documents Pertaining To The Advisory Panel, To Reflect Said Changes

SUMMARY

The purpose of this report is to request approval from City Council to change the existing name of the Head Start Advisory Panel to Head Start Advisory Board, and a voting member to the membership and a non-voting Policy Council member liaison to report to the Advisory Panel, and to revise the existing Advisory Panel By-Laws along with related Head Start governance documents to reflect these changes.

FISCAL IMPACT

This requested name change of the Head Start Advisory Panel to Head Start Advisory Board and adding a voting member to the membership and non-voting Policy Council member liaison to report to the Advisory Panel, has no negative fiscal impact on the City of Oakland finances. Any costs to change letterhead, name plates etc would come from existing budget authority; no new funds would be requested for the name change or added liaison member.

BACKGROUND

As the local grantee for the federal Head Start program, the City of Oakland is required to have an established policy group (Head Start Policy Council) and a well functioning governing body (City Council) that share responsibility for overseeing the delivery of high quality services to children and families in accordance with Head Start federal legislation and policies.

In May 2004, the City Council approved a resolution confirming the creation of a Head Start Advisory Panel to assist the City Council in its governance role for the Head Start program. The

Item: _____
Life Enrichment Committee
November 16, 2010

role of the Advisory Panel is to provide information, advice, and recommendations to the City Council in areas that require shared action by the City Council (as the governing body of Head Start) and the Head Start Policy Council. The Head Start Advisory Panel participates in the planning and review of matters related to the Head Start program and makes recommendations to the Life Enrichment Committee of the City Council for approval.

As stated in the Advisory Panel By-Laws (*See Attachment A*), the By-Laws are reviewed annually by the panel, which has the ability to recommend changes or amendments to the By-Laws, as deemed necessary, according to the following procedures:

1. The Advisory Panel may adopt amendments to these Bylaws at any regular meeting of the Advisory Panel, by a majority of those present, provided that such proposed amendments have been provided to all Advisory Panel members at least ten (10) days prior to the meeting.
2. Adopted amendments shall be proposed to the City Council Life Enrichment Committee annually or as necessary.
3. City Council, on its own initiative, may propose amendments to these Bylaws.
4. City Council shall notify the Advisory Panel in writing of the proposed amendments at least ten (10) working days before the date of first consideration of said amendments by the City Council. The Advisory Panel shall have a right to appear before City Council or its relevant Committee(s) to comment upon the proposed amendments prior to the vote on the proposed amendments by the City Council.

In July, 2010, the Advisory Panel conducted their annual review of the Head Start Advisory Panel By-Laws. Following the review of the Head Start Regulations and consideration of the Head Start Advisory Panel role, the Panel **suggested** that the name be changed to Head Start Advisory Board to more accurately reflect their involvement in program governance. In addition, the Advisory Panel also recommended that one (1) additional voting member to the membership and one (1) additional non-voting Policy Council member liaison from the Policy Council be added to the Advisory Panel membership, to further solidify the Advisory Panel/Policy Council relationship. As per the By-Laws, the Panel allowed for at least ten (10) days notice to review the By-Laws and reflect on the suggested change.

On August 2, 2010, at the next Head Start Advisory Panel meeting, the Panel **recommended** that their name be changed to Head Start Advisory Board, and also affirmed their decision to add a non-voting Policy Council member liaison from the Policy Council, to the Advisory Panel membership.

Head Start Advisory Panel By-Laws – The By-Laws are written procedures established by Oakland Head Start/Early Head Start in order to provide the Head Start Advisory Panel with

Item: _____
Life Enrichment Committee
November 16, 2010

guidance in assisting the Oakland City Council in its Governance role for the Head Start Program. The Head Start Advisory Panel is involved in all of the “must approve” items in the Head Start Performance Standards that require the approval of the City Council except Human Resource Management which is the authority of the City Administrator and the City Personnel Department. Below are the recommended changes to the Head Start Advisory Panel By-Laws. Attached are the existing Head Start Advisory By-Laws. (*See Attachment A*)

Recommended changes:

Existing:

Name: The name shall be the Head Start Advisory Panel of the City of Oakland, California, established by Motion of the City Council on November 28, 2000 and confirmed by Resolution passed on May 18, 2004.

Suggested:

Name: The name shall be the Head Start Advisory Board of the City of Oakland, California, established by Motion of the City Council on DATE and confirmed by Resolution passed on DATE.

Existing:

Membership: (Section 1. Composition)

Additional members may be added to represent other interests, with the approval of the City Council and with appropriate changes to City documents required to create such panels.

Suggested:

Add a non-voting Policy Council member liaison to report to the HSAP.

KEY ISSUES AND IMPACTS

The Head Start Advisory Panel is responsible for overseeing, monitoring and reporting on the implementation of the Oakland Head Start program. According to the Head Start Advisory Panel By-Laws, the Advisory Panel shall be composed of at least six (6) members. The Advisory Panel currently has one (1) vacancy due to the resignation of one (1) member. In addition to filling the one (1) vacancy, the Head Start Advisory Panel has recommended expanding its membership by two (2) new members. This would leave room for three (3) new

Item: _____
Life Enrichment Committee
November 16, 2010

members. The name of one (1) new member to fill the one (1) vacancy has been vetted by staff, forwarded to the Mayor's office for approval, and should be coming to City Council in the next month. As a part of the Head Start Advisory Panel's recommendation to expand its membership, two additional seats will be created. The name of one (1) additional voting member will be vetted by staff and forwarded to the Mayor's Office for approval, following the Mayoral appointment to the current vacancy. The second seat is being held for a standing member of the Head Start Policy Council and would be a non-voting member. This would mean a total of eight (8) Head Start Advisory Panel members.

Current Head Start Advisory Panel members are JoEllen Spencer, Finance Officer, Bananas Child Care Resource and Referral Agency; Krishen Laetsch, Senior Program Officer, East Bay Community Foundation; Dr. Stacy Thompson, Dean, Merritt College; Alexandra Caraballo, Program Officer, Kaiser Permanente Foundation; and Aisha Brown, Community Liaison, Representative Keith Carson's Office, Alameda County.

The Head Start Advisory Panel has established written procedures and By-Laws, which describe how and when governance activities will be performed. The bylaws are reviewed on an annual basis. The Panel meets monthly, and members invest time and energy to assure proper oversight of the program. Panel members contribute a significant level of involvement in the development, operation, and oversight of the Head Start Program.

The Head Start Policy Council is made up of a parent representative from each Head Start center, one parent representing family child care homes, and several community representatives. They meet monthly to discuss many different programmatic and administrative issues, and to review and approve staff program and fiscal reports. Parent involvement is a key component of Head Start, and the Policy Council demonstrates the program's commitment to involving parents in key decision-making.

The Head Start Policy Council and Head Start Governing Body are federally mandated governance structures for all Head Start programs, ensuring that the Head Start program is of the highest quality. The City of Oakland's Head Start Policy Council and Advisory Panel are committed to working together with staff, parents, City Council, and community members to ensure that a quality child development program is provided to children and families in Oakland.

PROGRAM DESCRIPTION

The City of Oakland has been a grantee for the Head Start Program since January 1972. Head Start is a national early childhood education program that promotes school readiness by enhancing the social and cognitive development of preschool children through the provision of educational, health, nutritional, social and other services to economically disadvantaged children and families.

In 1988, the City entered into a grantee-delegate relationship with the Unity Council to serve children and families in the Fruitvale District. Multiple regional and local approvals were required for the designation of the Unity Council as the delegate agency. As the City's delegate agency, the Unity Council meets all complex state childcare licensing and federal Head Start requirements, and was selected and approved by the Head Start Policy Council and Head Start California Regional Office in addition to the City Council. The Unity Council is located in a service area with high need, and has the capacity to provide childcare for over 500 children. In 1998, the City also delegated to the Unity Council the operation of the Early Head Start Program, which serves 200 low-income children from birth through age 3 and their families.

Currently, the City and Unity Council serve 1,574 children ages birth to 5, through Head Start and Early Head Start services. The City directly serves 1,061 Head Start children in seventeen Centers and six Family Child Care homes, and the Unity Council serves an additional 313 Head Start and 200 Early Head Start children and their families at four centers. In November 2009, the City was awarded an ARRA Early Head Start Expansion Grant to provide Early Head Start services for an additional 204 eligible families with children, birth to 3.

SUSTAINABLE OPPORTUNITIES

Economic: The Head Start and ARRA Early Head Start grants create approximately 202 jobs, including people directly employed in centers, plus an unknown number of jobs through its economic multiplier effect. Most of these jobs are held by residents of Oakland. In addition, Head Start and Early Head Start buy goods and services to support their programs, and most of these are purchased from Oakland-based firms or individuals.

Environmental: There are currently no direct environmental benefits or impacts from the Head Start/Early Head Start program to the City of Oakland. The program uses recyclable paper products.

Social Equity: The Oakland Head Start/Early Head Start Program delivers comprehensive, high-quality services to children and families in the City of Oakland. These services are designed to foster healthy development in low-income children. Head Start provides a range of individualized services in the areas of education and early childhood development, medical, dental, and mental health services, nutrition, and parent involvement. The range of services is responsive and appropriate to each child and family's developmental, ethnic, cultural, and linguistic heritage and experience. Recent scientific research has verified what early childhood educators have known for years: that how children are nurtured and educated in their youngest years has a significant impact on later growth and development.

DISABILITY AND SENIOR CITIZEN ACCESS

All Head Start and Early Head Start centers are in compliance with the Americans with Disabilities Act (ADA) and the Older American Act.

Item: _____
Life Enrichment Committee
November 16, 2010

ACTION REQUESTED OF THE CITY COUNCIL

The Oakland Head Start Advisory Panel assists the Oakland City Council in its Governance role for the Head Start Program. At this time, the Oakland Head Start Advisory Panel respectfully requests the City Council to approve the resolution requesting to change our name from Oakland Head Start Advisory Panel to Oakland Head Start Advisory Board. We also request the City Council's approval to expand our membership to include one (1) voting member and one (1) non-voting Policy Council member liaison to report to the Advisory Panel, along with the revision of the By-Laws herein to reflect the name change and the addition of a non-voting Policy Council member liaison to the Panel.

Respectfully submitted,



KRISHEN LAETSCH
Chair, Oakland Head Start Advisory Panel

ATTACHMENTS:

A – Head Start Advisory Panel By-Laws

Item: 5
Life Enrichment Committee
November 16, 2010

City of Oakland

Head Start Advisory Panel

BYLAWS

ARTICLE I

Name

The name shall be the Head Start Advisory Panel of the City of Oakland, California, established by Motion of the City Council on November 28, 2000 and confirmed by Resolution passed on May 18, 2004.

ARTICLE II

Purpose

The Head Start Advisory Panel (HSAP) is created to assist the Oakland City Council in its Governance role for the Head Start Program. The HSAP is involved in all of the "must approve" items in the Head Start Performance Standards that require the approval of the City Council except Human Resource Management which is the authority of the City Administrator and the City Personnel Department.

ARTICLE III

Functions and Duties

Section 1. The functions and duties of the Head Start Advisory Panel shall include providing advice and recommendations to the City Council about the Head Start program in the following areas:

- (a) The procedure for program planning, which describes how and when significant planning activities for the Head Start program occur.
- (b) The needs of Head Start eligible families and how those needs can be addressed within the mandates of the program.
- (c) The program's philosophy and multi-year goals and annual objectives.

- (d) The selection of any new delegate agencies to operate part of the program.
- (e) All funding applications for the Head Start program.
- (f) The composition of the Head Start Policy Council and the procedures by which policy group members are chosen.
- (g) Procedures for hearing and resolving community complaints about the Head Start program.
- (h) Procedures that describe how the Panel, Head Start Policy Council and City Council will implement those activities that are shared functions between the Governing Body and Policy Council as required by Head Start Performance Standards.

Section 2. In the performance of its duties, the Panel shall:

- (a) participate in mandated planning activities in accord with the program calendar and planning procedure, Head Start funding guidance and regulations.
- (b) participate in the budget process for the Head Start program, including recommending the adoption of budgets that support the attainment of program goals and objectives, receiving regular reports on program expenditures and making recommendations for changes if appropriate.

Section 3. In addition to the functions and duties described in Sections 1. and 2. above, the HSAP shall perform the following:

- (a) The HSAP shall, in consultation with the City Administrator, establish rules and procedures for the conduct of its business. Such procedures shall include those required to maintain the Head Start program in good standing.
- (b) The HSAP shall submit regular reports and information (orally and/or in writing) to the City Council's Life Enrichment Committee, or any other committee designated as the liaison to the Panel. The Panel shall report on their recommendations for planning, general procedures, and for other major programmatic decisions; and, on the progress of the Head Start Program in meeting its stated goals and objectives. The frequency of reporting shall be based on the decision-making requirements of the governing body as outlined in the HSAP planning procedures. These reports shall occur no less than semi-annually. Each year, the Panel shall review the goals and objectives of the City Council to better integrate the activities of the Panel with those of the City's overall activities.

- (c) The HSAP shall submit its recommendations for action on those Head Start items that require Council approval with sufficient time for meeting the time frames mandated by the Federal Government.

ARTICLE IV

Membership

Section 1. Composition

The HSAP shall be composed of at least six members appointed by the Life Enrichment Committee. Members of the HSAP must reside or conduct business in the City of Oakland and be directly involved in at least one of the following interests:

- (a) Public Education—knowledge of issues in early education and kindergarten-transition issues and services to children with disabilities.
- (b) Public Health—knowledge of issues and services in health, including general health, nutrition, mental health, and dental health.
- (c) Family Services—knowledge of issues relating to low-income families and general approaches to services for families.
- (d) Childcare/Child Development—knowledge of issues related to early care and education and transitions to focus on families involved in Welfare Reform.
- (e) Management and Administration—knowledge of business practices, budgeting and accountability systems.
- (f) Human Resources—knowledge of training, organizational structure and design.
- (g) State and Federal Government—knowledge of and relationship to State and Federal Officials representing the City of Oakland.

Additional members may be added to represent other interests, with the approval of the City Council and with appropriate changes to City documents required to create such panels.

Section 2 Terms

- (a) Members of the HSAP shall serve for a term of at least three calendar years. Panel members may serve a maximum of four consecutive three year terms.
- (b) A currently seated member may continue to serve on the Panel until the Life Enrichment Committee names a replacement. But in no event shall the member serve more than one year beyond the end of the member's term.
- (c) The City Council may reconsider its decision to create and maintain a Head Start Advisory Panel as a means of carrying out its governance responsibilities for the Head Start program. In the event it is determined that the Head Start Advisory Panel will be disbanded, the terms of all members shall cease on the date determined by the City Council.

Section 3. Removal

- a. To ensure the City's full compliance with Head Start requirements, the participation of Head Start Advisory Panel members in the designated activities is essential. Attendance at regularly scheduled and special meetings of the Panel will provide the involvement and deliberations needed to make sound decisions and recommendations about the City's Head Start program.

Removal by the Head Start Advisory Panel

- b. A member may be removed for failure to attend meetings without prior notice. Absence from three consecutive regular meetings (except for illness or when absent from the City with the prior knowledge of the Panel) will constitute grounds for proposing removal. Conviction of a felony, misconduct, incompetence, and inattention or inability to perform duties shall constitute additional grounds for removal. Violation of the standards of conduct, (See Article VIII) where a member uses his or her position as a Panel member for personal gain, shall also be grounds for removal or other sanctions.
- c. A proposal to remove a member may be considered at a regular or special meeting of the Panel. The reasons for the proposed removal shall be clearly stated for the consideration of the membership. The Panel member being considered for removal may request an opportunity to respond to the concerns raised by the Panel. If a majority of those present vote for removal, the Panel's recommendation shall be forwarded to the Life Enrichment Committee of the City Council with a request for a replacement member in the same category as that represented by the member proposed for removal.

- d. The removal recommendation shall automatically take effect within 60 days from the date of the presentation to the Life Enrichment Committee, in the event that Committee takes no action on the proposal for removal.

Removal by the City Council

- e. The City Council's Life Enrichment Committee has the discretion, by majority vote, to remove a member from the Head Start Advisory Panel.

ARTICLE V

Officers

Section 1.

- (a) Each year at its first regular meeting in September the Panel shall elect a chairperson and vice chairperson from among its members.
- (b) The Chairperson shall
 - 1) preside at all meetings of the Panel
 - 2) oversee the activities of the Panel
 - 3) appoint all committee members to serve on standing and ad hoc committees
 - 4) represent (or designate an alternate) the Panel at meetings, public gatherings and other functions related to the Panel and the Head Start program.
 - 5) consult with staff in the preparation of meeting agenda
 - 6) receive and review correspondence on behalf of the Panel
- (c) The Vice Chairperson shall
 - 1) Serve as chair in the absence of the chairperson
 - 2) Succeed to the office of the chairperson in the event the chair is no longer able or willing to serve.
 - 3) Perform such duties as may be assigned by the chair or by the panel.

ARTICLE VI

Meetings

Section 1

- a. All regular and special meetings of the Panel will comply with the requirements of the Sunshine Ordinance and Brown Act. Minutes shall be taken and maintained in official files for review upon request by interested parties.

- b. Regular meetings of the Panel shall be held at the time and place designated by the Panel each year at its first meeting in September.
- c. Meetings called for special purposes to meet critical deadlines, and scheduled at a time and/or place different from regular meetings shall be designated special meetings.
- d. A quorum shall consist of a majority (50 percent plus one) of currently filled positions on the Panel for the purpose of conducting business.

ARTICLE VII

Committees

Section 1.

- (a) The Panel may from time to time establish ad hoc committees.
- (b) In order to expedite the work of the Panel, the membership may agree to work jointly with Policy Council (PC) committees in the mandated activities prescribed in the Head Start Performance Standards as described in Article III, Section 1. above.

ARTICLE VIII

Standards of Conduct

Section 1.

- (a) Members of the Head Start Advisory Panel are expected to maintain standards of behavior that avoid the perception of any wrongdoing. Specifically, Panel members must adhere to the following standards while serving as members of the Panel:
 - i. Panel members will follow program confidentiality policies concerning information about children, families and staff and other Panel members.
 - ii. Panel members will neither solicit nor accept personal gratuities, favors or anything of monetary value for personal use from contractors or potential contractors with the Head Start program.
 - iii. Panel members will not use their influence for personal gain. Travel and other activities that require the use of program funds in support of Panel activities will be approved in formal proceedings of the Panel and only when necessary and in support of program objectives. Funds may be used to support only those Panel activities that enhance the operation of the Head Start program and are included in the budget approved by the Head

Start Policy Council and other appropriate approving authorities of the City.

- iv. No one member may make decisions or recommendations on behalf of the Panel without the express approval of the Panel at a duly called meeting at which the decision or recommendation is discussed and voted on.
 - v. Panel members must adhere to these Bylaws, the Head Start Act and Regulations, City ordinances and requirements. Procedures that describe shared governance in Head Start become operating procedures for the Panel once they are adopted by the Panel, the Policy Council and the City Council Committee designated responsibility for the Panel.
- (b) Failure to adhere to these Standards of Conduct may result in sanctions, including the recommendation for removal of any Panel member.

ARTICLE IX

Governance Procedures

Section 1.

- (a) The Head Start Advisory Panel will adopt, and recommend to the City Council, procedures for implementing shared governance that include each of the enumerated responsibilities in Article III. Section 1 above. Those procedures shall be approved by the Head Start Policy Council prior to being recommended to the City Council.
- (b) The Advisory Panel may prescribe and enforce such general and specific rules and regulations as deemed necessary to the general operations and conduct of the Advisory Panel.
- (c) Roberts Rules of Order shall be used as the guiding procedures for the conduct of Panel activities.

ARTICLE X

Amendments

Section 1

- (a) These Bylaws shall be reviewed by the Advisory Panel annually, or more frequently if deemed necessary.
- (b) Amendments to these Bylaws may be made by the City Council or by the Advisory Panel, according to the following procedures:

- (1) The Advisory Panel may adopt amendments to these Bylaws at any regular meeting of the Advisory Panel, by a majority of those present, provided that such proposed amendments have been provided to all Advisory Panel members at least ten (10) days prior to the meeting.
- (2) Adopted amendments shall be proposed to the City Council Life Enrichment Committee annually or as necessary.
- (3) City Council, on its own initiative, may propose amendments to these Bylaws.
- (4) City Council shall notify the Advisory Panel in writing of the proposed amendments at least ten (10) working days before the date of first consideration of said amendments by the City Council. The Advisory Panel shall have a right to appear before City Council or its relevant Committee(s) to comment upon the proposed amendments prior to the vote on the proposed amendments by City Council.

2010 NOV -4 PM 5:33

M. Mordone

OAKLAND CITY COUNCIL

RESOLUTION No. _____ C.M.S.

Introduced by Councilmember _____

RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR, ON BEHALF OF THE CITY OF OAKLAND, TO REVIEW AND APPROVE THE REQUEST OF THE OAKLAND HEAD START ADVISORY PANEL TO CHANGE THEIR NAME TO OAKLAND HEAD START ADVISORY BOARD; AND ADD A VOTING MEMBER TO THE MEMBERSHIP AND NON-VOTING POLICY COUNCIL MEMBER LIAISON TO REPORT TO THE ADVISORY PANEL; AND MAKE REVISIONS TO THEIR BYLAWS, AND SUBSEQUENT DOCUMENTS PERTAINING TO THE ADVISORY PANEL, TO REFLECT SAID CHANGES

WHEREAS, the City of Oakland Head Start Advisory Panel requests approval to change its name to the Head Start Advisory Board, add a voting member to the membership and a non-voting Policy Council member liaison to report to the Advisory Panel, and make revisions to the By-Laws herein and related Head Start governance documents pertaining to the Head Start Advisory Panel to reflect the name change and addition of a Head Start Policy Council member; and

WHEREAS, the Advisory Panel By-Laws are reviewed annually by the panel, which has the ability to recommend changes or amendments to the By-Laws, as deemed necessary; and

WHEREAS, during the annual review of the Advisory Panel By-Laws in July 2010, the Advisory Panel suggested that their name be changed from Head Start Advisory Panel to Head Start Advisory Board; and

WHEREAS, during the annual review of the Advisory Panel By-Laws in July 2010, the Advisory Panel suggested that a voting member be added to the membership and non-voting Policy Council member liaison be added to report to the Advisory Panel monthly; and

WHEREAS, during the follow-up review of the By-Laws by the Advisory Panel in August, 2010, the Panel recommended that their name be changed from Head Start Advisory Panel to Head Start Advisory Board and that an additional member be added to the Panel and a Policy Council member liaison be added to the membership to report to the Advisory Panel, and that the name change and membership amendment be reflected within the By-Laws and related Head Start governance documents; now, therefore be it

RESOLVED: That the name of the Oakland Head Start Advisory Panel is changed to the Oakland Head Start Advisory Board; and be it

RESOLVED: That a voting member is added to the membership; and be it

RESOLVED: That the first term of the voting member begin on November 16, 2010 and end on March 11, 2011, and that every term thereafter, shall begin on March 12, 2011 for at least two additional calendar years, not to exceed four consecutive three year terms; and be it

RESOLVED: That a non-voting Head Start Policy Council member liaison, elected by the Head Start Policy Council is added to the membership; and be it

RESOLVED: That the Advisory Panel By-Laws herein, and related Head Start governance documents pertaining to the Advisory Panel be revised to reflect the name change and addition of the voting member and non-voting Head Start Policy Council member liaison; and be it

FURTHER RESOLVED: That this approved resolution as to form and legality by the Office of the City Attorney be placed on file in the Office of the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA, _____, 2010

PASSED BY THE FOLLOWING VOTE:

AYES - BROOKS, DE LA FUENTE, KAPLAN, KERNIGHAN, NADEL, QUAN, REID, and
PRESIDENT BRUNNER

NOES -

ABSENT -

ABSTENTION -

ATTEST: _____
LaTonda Simmons
City Clerk and Clerk of the Council
of the City of Oakland, California