

Parent Reimbursement Policy

In accordance to the Act (Section 642(C)(2)), Head Start/Early Head Start parents will be reimbursed for mileage for the following parent activities:

Policy Committee/Standing Committees/Special Committees/Interviews:

Parents will be reimbursed for mileage expenses calculated from their site to General Davie Center where the meeting takes place. Parents initial reimbursement document upon receipt. Reimbursement will be dispensed at each meeting.

Child Care:

Child care will be provided for PC meetings for children ages 18 months and up. Infants may stay with their parents during the meetings. If a child becomes disruptive, the PC rep may need to leave the meeting to calm his/her child. Parents are responsible to secure child care for all other meetings.

Conferences:

Parents who are chosen to attend conferences will have all travel, food (per district per diem rates), lodging, and conference fees paid.

Procedure:

Parents are responsible for signing the reimbursement sign-in sheet after Policy Committee initiates meetings and interviews. Parents may go to the ECE office directly following the meeting or anytime between 8:00-5:00 to receive unclaimed reimbursements.

Note:

Parents who are being reimbursed through SETA for male involvement or parent resource representative duties or any other SETA activities may not request reimbursement from SJUSD Head Start for the same activity.