

## **Kentucky Head Start Association**

### **KHSA Standing Committees**

KHSA's Standing Committees provide oversight, governance and direction to the association. Each Standing Committee is chaired by a designated KHSA Officer as outlined below. Membership on KHSA Standing Committees is limited to members of the KHSA Executive Committee and Board of Directors, except the Sections Committee.

#### **Executive Committee**

The Executive Committee acts as the management committee for the Association and is comprised of the elected officers and is chaired by the President. The Executive Committee may act on behalf of the Association in any matter in the interim between Board meetings. All actions of the Executive Committee must be authorized or ratified at the next regular or special meeting following such action. The President may appoint ex-officio non-voting members to the Executive Committee. The Executive Committee meets a minimum of four times annually but may be called to meet more often – either in-person or remotely.

#### **Awards Committee**

The Awards Committee coordinates and selects winners of the KHSA state awards program; submissions to the Region IV Head Start Association regional awards program; and submissions to the National Head Start Association awards program. The committee typically completes its work between early-May and late-June of each year. The Awards Committee is coordinated and chaired by the Past President.

#### **Budget and Finance Committee**

The Budget and Finance Committee works to assure the fiscal integrity of KHSA, establishes the annual budget(s), advances dues allocation and membership formulas and maintains KHSA's Financial Policies and Procedures. The Budget and Finance Committee is coordinated and chaired by the Vice President for Finance.

#### **Nominating Committee**

The Nominating Committee solicits nominations for KHSA officer elections from among the members and prepares a slate of nominees annually. The Nominating Committee completes its work in a sixty-day window each spring prior to scheduled elections. The Vice President for Engagement coordinates and chairs the committee.

#### **Professional Development Committee**

The Professional Development Committee works to create and maintain KHSA's training and professional development program(s) and coordinates its efforts with the Sections Committee to ensure that current topics are being addressed across the organization. The Professional Development Committee is coordinated and chaired by the Vice President for Programming.

#### **Sections Committee**

The Sections Committee oversees the work of KHSA's member Sections and provides opportunities for collaboration between and among the Sections. Membership is limited to the Chairs of each Section and is coordinated and chaired by the Vice President for Engagement. The Sections Committee is expected to meet two to three times annually – either in person or remotely.