

MEETING MINUTES
SIUC HEAD START GOVERNANCE

August 22, 2018

Members Present	Members Absent/Excused	Staff Present	Staff Absent	Guests Present
Ryan Hall		Lea Maue		
Casheena Stephens				
Carol Greenlee				
Michelle Pritchard				
Stacy Thompson				

A specially called meeting of the SIU Carbondale Head Start Governance Board was called to order at 2:00 p.m. by Chair, M. Pritchard. Roll call was conducted, and a quorum was present.

Meeting Minutes

No meeting minutes were reviewed, as this was a special meeting.

Old Business

- Reviewed Personnel Policies page by page. Motion made by S. Thompson, second by C. Greenlee. Personnel Policies revisions were approved.
- Shared Governance Plan was reviewed by the Board.
- Governance Board Schedule for 2018-2019 was reviewed. On a motion by S. Thompson, second by C. Stephens, the schedule was approved.

New Business

- Full Enrollment Plan
 - The program must be fully enrolled. If there are consecutive months when enrollment is not full, the program will need to write a plan of action to correct the situation.
- Monitoring Findings
 - The first finding was, the program did not notify Head Start of a “Significant Health Risk”. Director investigated the incident and determined there was no “Significant Health Risk” that occurred. The recommendation is to contest this finding.
 - The second finding was, a teacher did not use enough open-ended statements, which was an area of concern.
- Policies and Procedures
 - Policies and Procedures were reviewed. Motion was made by R. Hall to approve A.I(b). The rest of the Policies and Procedures were tabled until the board members have more time to review them. They will be voted on at a special meeting set for Friday, August 31, 2018 at 10:30 a.m.

Training

Announcements

Next Meeting Date

The next regularly scheduled Governance Board meeting will be September 19, 2018.

Adjourn

On a motion by R. Hall, seconded by C. Stephens, the meeting was adjourned at 3:37 p.m.

Respectfully submitted by _____
Michelle Pritchard, Board Chair