

**SIU CARBONDALE HEAD START
POLICY COUNCIL
MEETING MINUTES
January 24, 2022**

Members Present	In-Person/ virtually	Members Absent	Staff Present
Danielle Burke (Parent, Jackson County)	Virtually	Brittany Coryell	Lea Maue
Sonya Clark (Alternate Parent Rep, Williamson County)	Virtually	Deborah Golden	
Cross, Kyna (Parent, Jackson County)	Virtually	Keith Cummings	
Deborah Golden (Community Rep, Jackson County)	Virtually	Krista Hasty	
Cody Stanley (Parent, Williamson County)	Virtually	Jamey White	
Jasmine Vinyard (Parent, Jackson County)	In-Person	Jasmine Vinyard	
Sonya Clark (alternate Parent Rep, Jackson County)	Virtually	Lori Longueville	

Program Director, L. Maue, called the January Policy Council meeting to order via zoom at 6:07 pm.

D. Burke, Secretary, conducted roll call and found there was a quorum. A quorum as defined by the by-laws is: at least one-third of members present; a minimum of 50% of attending members are parents; and at least one parent from each county is present.

Meeting Minutes:

The minutes of the regular December 20 meeting were reviewed.

- **S. Clark moved to approve the minutes, C. Stanley 2nd. Motion passed.**

Monitoring:

I. Monitoring Report and Budget

A. Monitoring Report

- i. Enrollment. 221 of 337 slots are filled as of 12/31/21.
- ii. The program has gone remote during this week due to COVID and behavior in the classrooms.
- iii. Average daily attendance has been at 75%.
- iv. Dental exams for children are running behind due to the lack of dentists in the area who will accept the medical card.
- v. Parent engagement is very low.
- vi. There were no parent absences at drop of reported for December.

B. Budget

- i. L. Maue provided an update on Basic, T/TA, ARP, and the Consolidated Appropriations Act Funding.
- ii. Basic account has \$2.5 million left to be spent, due to staffing issues.
- iii. T/TA has \$30,000 left to be spent for trainings.
- iv. CARES funds of \$65,000 will be spent out on new windows and doors at Carbondale and Marion centers.
- v. ARP funds has a balance of almost \$385,000 to be used.
- vi. Head Start Safety Funds \$210,000 will be used for a new access road at the Carbondale center that is soon to be underway.
- vii. Program needs more in-kind to be generated.

C. University Credit Card

- i. The p-card statement for December was reviewed.
- **D. Burke moved to approve the p-card report, S. Clark 2nd. Motion passed.**

Old Business:

All centers are closed January 24-28 due to rise in the number of COVID cases.

New Business:

I. Hires and Dismissals

The following were presented to the council for hire pending University approval:

NAME	POSITION	CENTER
Julie Murphy	Child Care Assistant	CD
Noah Moore	Child Care Assistant	CD
Olivia Martin	Child Care Assistant	CD
Tiffany Beasley	Sub Teacher	CD
Angela Martin	Coach/Training Specialist	Admin

- **C. Stanley moved to approve the hires, S. Clark 2nd. Motion passed.**

Training:

Grant training was conducted by Executive Director, L. Maue.

- I. The current 5-year grant cycle runs from 2020 thru 2025
- II. The baseline grant is done on year one of the cycle.
- III. The continuation grant is done on years two, three, four and five.
- IV. A competitive grant is done when there has been a finding in the program that is not good (i.e., low CLASS scores)
- V. The grant for 2022 is \$3.8 million.

Announcements

- I. February 4 is the Self-Assessment meeting to be held virtually.
- II. The next Policy Council meeting will be held on February 21, 2022. It will be announced if it will be virtual or in-person.
- III. Question to think about for next meeting: What would be beneficial for the centers?
 - **On a motion by C. Stanley, S. Clark 2nd the meeting was adjourned at 6:50 pm.**

Respectfully Submitted by _____.
Danielle Burke, Secretary