

SIU Carbondale Head Start
Governance Board
Special Meeting
8/14/26 at 3 pm

I. CALL TO ORDER

Meeting called to order at 3:05 p.m.

II. ROLL CALL

Present: R. Reed, W. Stephens, C. Swims, C. Walton, L. Lindsey all attending virtually.

Absent: R. Hall, J. McReynolds.

A. Quorum Met?

Quorum was met

III. REVIEW OF CORRECTIVE ACTION PLAN

A. Questions, Discussion, Feedback

CAP is still a work in progress. It is due December 28. Several systems have been identified to strengthen as part of the CAP

The updated Standards of Conduct needs to be approved. Laura and the leadership team are currently working on the Standards of Conduct checklist. Abigail is building a Standards of Conduct observer training module to support consistent observation scoring.

Discovered inconsistencies with orientation and onboarding. Working to address this.

Discovered communication was a factor. Working on a communication policy and procedures.

Volunteer onboarding and orientation are also an issue that is being addressed.

Job descriptions were inconsistent with listing Mandated Reporter and Standards of Conduct. L. Lindsey has gone through all the job descriptions to make sure they all align.

W. Stephens inquired if L. Lindsey felt we were in a good position with the CAP and would be able to address the concerns before the December 28 deadline. L. Lindsey stated we are ahead of where we need to be at this point.

IV. REVIEW OF STANDARDS OF CONDUCT POLICY AND PROCEDURE

A. Questions, Discussion, Feedback

No questions.

B. **Vote**

On a Motion by C. Swims; seconded by C. Walton, all in favor, the motion was carried.

V. ADJOURNMENT

Meeting adjourned at 3:15 p.m.