

MEETING MINUTES
SIUC HEAD START GOVERNANCE

December 19, 2018

| Members Present | Members Absent/Excused | Staff Present | Staff Absent | Guests Present |
|------------------------|-------------------------------|----------------------|---------------------|-----------------------|
| Michelle Pritchard | Casheena Stephens | Lea Maue | | |
| Carol Greenlee | Ryan Hall | | | |
| Stacy Thompson | | | | |
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The regular meeting of the SIU Carbondale Head Start Governance Board was called to order at 3:08 p.m. by Chair, M. Pritchard. Roll call was conducted, and a quorum was present.

Meeting Minutes

Meeting minutes from the November 14 specially called meeting were reviewed. On a motion by C. Greenlee, second by S. Thompson, the minutes were approved.

Old Business

- Self-Assessment meeting will be February 7, 2019 at the Carbondale Civic Center from 8:00 a.m. till noon. A brief discussion was held on the Self-Assessment process.
- Duration Application has been submitted. The process and funding was discussed and how the funds will be used. They will be used to hire two new Assistant Teachers.
- The program has been fully enrolled since the beginning of the school year. M. Pritchard questioned if the program has a healthy waiting list. Director, L. Maue responded that there are more children on the waitlist as threes than there are as fours.
- The desktop review for the monitoring finding has been submitted.

New Business

- The operating budget report was shared with the board. A concern was voiced about the budget only being 34% spent so far. Director, L. Maue stated that the budget report will be sent to C. Greenlee to review prior to the board meetings.
- In-Kind is doing well. The In-Kind received for the JAL center is a big help.
- An announcement was made of another COLA increase of 1.7% on top of 6.5% not yet paid. This increase will not apply to represented civil service employees.
- Long-term goals and short-term objectives were provided to the board members. The program will need to write a competitive grant. The program is writing goals that are unique to the areas involved if the program is placed in DRS. Board members were asked to think about what needs to be included and discussion will continue at the next meeting.
- Program will be establishing goals for the FY 19-20 grant application which will cover the next 5 years. The new grant budget will be changing with the new application.
- Eligibility, Selection, Attendance, Recruitment, and Enrollment (ERSEA) changes were discussed briefly.
- A motion was made by S. Thompson, second by L. Greenlee to table the review and approval of Section E Policies, Family and Community Partnerships, Section F Policies, Facilities and Fiscal and Section G Policies, Transportation, until a special meeting can be scheduled in January.

Training

Enrollment training was conducted by Christina Lewis.

Announcements

A special meeting will be scheduled for January 2019. The Director will be in contact with Board members with the meeting date and time.

Next Meeting Date

The next regularly scheduled Governance Board meeting will be January 20, 2019 at 3:00 p.m.

Adjourn

On a motion by C. Greenlee, seconded by S. Thompson, the meeting was adjourned at 4 p.m.

Respectfully submitted by _____
Stacy Thompson, Board Secretary