

**MEETING MINUTES**  
**SIUC HEAD START GOVERNANCE**

March 20, 2019

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

The regular meeting of the SIU Carbondale Head Start Governance Board was called to order at 3:06 p.m. by Chair, M. Pritchard. Roll call was conducted, and a quorum was present.

**Meeting Minutes**

Meeting minutes from the December 19, 2018, were reviewed. On a motion by S. Thompson, second by C. Greenlee the meeting minutes were approved.

Meeting minutes from specially called meeting January 9, 2019 were reviewed. On a motion by C. Greenlee, second by R. Hall the meeting minutes were approved

Meeting minutes from specially called meeting January 30, 2019 were reviewed. On a motion by R. Hall, second by C. Greenlee, the minutes were approved.

**Old Business**

**New Business**

**Continuation Grant Application**

- Long-Term Goals and Short-Term Objectives were reviewed. Below are the areas for improvement.
- Long-Term Goal 1:
  - Strengthen coaching with new Professional Development Specialist
  - Training staff on accurate documentation of quarterly checkpoints
  - Collaborate to have on-site speech services at all sites
  - Increase follow-up care for hearing, vision and dental
  - Decrease number of chronically absent
  - On site CLASS trainings to be held in May to train Center Directors and Lead Teachers
- Long-Term Goal 2:
  - Increase family engagement and identify practices and methods to measure engagement to fit national trends
- Long-Term Goal 3
  - Provide mental health resources/training to help staff so they will be more prepared to serve children/family needs
  - Provide support to teachers with high stress situations
- Program Options
- Received approval for duration grant-to be used to increase half-day slots by 19, and full day slots by 19, by moving one full-day to John A Logan and converting one full-day at Marion to 2 half-days.

A motion was made by S. Thompson and second by R. Hall to approve the continuation grant application. Motion carried and grant application was approved.

- Self-Assessment was presented for review and approval. The following were concerns discussed
  - Staff stress-due to low pay and the cost of professional development.
  - Child attendance
  - Child outcomes
  - Family engagement-performance standards require us to engage families to work with their children at home.
  - A motion to approve the Self-Assessment Report was made by S. Thompson, second by R. Hall. Self-Assessment Report was approved.
- **Selection Criteria 2019-2020**  
Selection Criteria was presented for review. On a motion by C. Greenlee, second by S. Thompson the Selection Criteria was approved.

If there is enough money left in the budget the program would like to purchase a new bus. A bid for a new bus was presented to the board for review. A motion was made by S. Thompson, second by R. Hall. The motion carried and the bus purchase was approved.

Director Maue shared a letter with the board members informing that the program has been put in re-competition status. The program was in the bottom 10% in CLASS scores from the on-site review in 2018.

**Announcements**

The annual Recognition Dinner will be held on May 9 at the Carterville Civic Center at 6:00 p.m.

**Next Meeting Date**

The next regularly scheduled Governance Board meeting will be June 19, 2019 at 3:00 p.m.

**Adjourn**

On a motion by R. Hall, seconded by C. Greenlee, the meeting was adjourned at 3:58 p.m.

Respectfully submitted by \_\_\_\_\_  
Stacy Thompson, Board Secretary