

MEETING MINUTES
SIUC HEAD START GOVERNANCE
 June 19, 2019

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

The regular meeting of the SIU Carbondale Head Start Governance Board was called to order at 3:10 p.m. by Chair, M. Pritchard. Roll call was conducted, and a quorum was present.

Meeting Minutes

Meeting minutes from the March 20, 2019, were reviewed. On a motion by R. Hall, second by C. Stevens the meeting minutes were approved.

Old Business

I. Disabilities Waiver

L. Maue shared that the disabilities waiver request has been withdrawn. The program has met the 10% disabilities requirements for the 18-19 program year.

II. Competitive Status

L. Maue discussed the preparations being made for the recompetition:

- Inventory has been uploaded into HSES
- Appraisals have been done on both Carbondale and Marion buildings

New Business

I. Lead Abatement

- L. Maue presented the board with the program’s Lead Mitigation Plan for their review.

II. Governance Group Bylaws

- The Governance Bylaws were reviewed by the board for any revisions. C. Stevens moved to accept the Bylaws as presented, R. Hall seconded. Motion carried.

III. Request for Supplemental Health and Safety Funds

- A Supplemental Health and Safety Funds Application was presented to the board for their review. This is a request for funds to install a new drainage system to prevent water from seeping in underneath the tile floor in the gymnasium at the Carbondale center. This will allow the tiles in the gym to be removed and an asbestos abatement performed. Once the abatement is completed the concrete floor will be refinished and sealed eliminating the need for tiles to be replaced in the future.

A motion was made by C. Stevens, second by R. Hall. Motion to submit the application for supplemental funds was approved.

IV. Personnel Policies

- L. Maue explained all changes being recommended for the upcoming year. Board members discussed the changes recommended. R. Hall moved to accept the changes, C. Stevens seconded. Personnel Policies were approved with recommended changes.

V. Spring 2019 Child Outcomes

- L. Maue presented the outcomes for the program year and the board had discussion, especially concerning the low science results.

End of Year Program Report

- L. Maue presented an end of year report containing the many strengths of the program during the year, i.e., maintaining full enrollment, exceeding in-kind goal, gains in school readiness, providing CLASS training to staff, and many more. Also, in the report were obstacles faced during the program year and initiatives to improve these areas during the next program year. Some areas mentioned were, chronic absenteeism, parent engagement, increasing staff morale, and parent curriculum.

Announcements

Next Meeting Date

The next regularly scheduled Governance Board meeting will be September 18, 2019 at 3:00 p.m.

The new Governance Board Schedule 2019-2020 was provided to all board members present.

Adjourn

On a motion by R. Hall, seconded by C. Stevens, the meeting was adjourned at 4:03 p.m.

Respectfully submitted by _____
Lea Maue, Program Director