A specially called meeting of the SIU Carbondale Head Start Governance Board was called to order at 11:07 a.m. by Chair, M. Pritchard. Roll call was conducted, and a quorum was present.

**Meeting Minutes**
No meeting minutes were reviewed, as this was a special meeting.

**Old Business**
- L. Maue reviewed the final Corrective Action Plan for the Area of Non-Compliance
  - Staff have been trained on new procedure
  - Policy council have been trained
  - Volunteers are in the process of training at centers
  - Health Advisory met to establish reportable behaviors on November 8th.
  - There will be a desk review, but dates have not been established yet.
- L. Maue provided a training over new Child Abuse and Neglect Reporting Procedures.

**New Business**
- Review of Duration Grant application
  - Four slots will be moved from Marion half-day to full day
  - Two full-time Childcare Assistants will be hired to support full day classrooms with increased class sizes.
  - Children in Marion will not be displaced
  - C. Greenlee motioned to approve the application as submitted to the board and S. Thompson seconded. A roll call vote was held, and all approved. The motion passed.

**Announcements**

**Next Meeting Date**
The next regularly scheduled Governance Board meeting will be December 19, 2018.

**Adjourn**
On a motion by S. Thompson, seconded by C. Greenlee, the meeting was adjourned at 11:42 p.m.

Respectfully submitted by ____________________________

Stacy Thompson, Board Secretary