

A WORD, OR TWO, ABOUT STAFF MEETINGS

This Head Start program has grown from an agency that employed 7 or 8 staff to an agency that currently employs over 50 people.

It is absolutely necessary that, while we are attending workshops, staff meetings, and any other similar group session, whether it is at our facility or not, that we limit all talking to the person who has “the floor.”

Many times we find that several conversations are going on at once, especially if the topic does not directly affect or interest every one in the room. All of us have been guilty of saying “I didn’t know about that” because we were not listening.

Common courtesy is very important. It is especially important when we have a guest speaker who is not Head Start staff or when we are “out in public.” Conversations among the audience are not only rude, but they also give our program a bad image.

If you have any questions or comments to make during a meeting, direct them to the speaker.

The director is not asking that you limit your conversation, but, rather, is insisting that there be no conversation while a meeting is in session. Disciplinary action will be taken, if necessary.

. . . and, as long as we’re on the subject, sleeping during workshops and other presentations is also rude and not acceptable behavior.