



Sharon Williams, Ed.D.
Superintendent of Schools

To: RIMSD 41 Board of Education
From: Dr. Sharon Williams
Cabinet Champion: Nicole Berry, Director of Early Childhood Programs
Date: May 20, 2025
Re: **Head Start Staff One-Time Retention Bonus**

Background:

Head Start has served the Rock Island-Milan School District (RIMSD) community since 1965. In light of ongoing national concerns regarding the program's continuity, it is important to support and retain qualified staff to ensure continued program success.

During the current fiscal year, the Head Start program experienced three staff vacancies—one of which remains unfilled, and two others that were vacant for approximately four months. As a result, unspent salary funds are available.

Recommendation:

It is recommended that the school board approve a one-time retention bonus for all full-time Head Start employees. This bonus will be funded entirely by unspent Head Start funds from the current year.

Proposed Bonus Structure:

- \$800 for employees employed before August 1, 2024
- \$400 for employees hired during the 2024-2025 school year

Rationale:

This one-time incentive recognizes staff commitment and supports retention efforts during a period of uncertainty for the program.

Funding Source:

Head Start program funds (unspent personnel budget from current fiscal year)

Investment Period: One-time; June 2025

Total Investment: \$ 46,299

Funding Source: Head Start

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