



Elkhart and St. Joseph Counties Head Start Consortium
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Dr. Kathy Guajardo, Executive Director
This institution is an equal opportunity provider

September 8, 2017

12:00 P.M.

Policy Council Meeting

I. Call to Order

The meeting was called to order at 12:40 p.m. by Jennifer Allen, Chairperson.

II. Roll Call

Jennifer requested the roll call be taken. It was stated that we have 4 excused absences and we do have a quorum.

Those present were:

Jennifer Allen	Policy Council Chairperson
Osmara Ortega	Policy Council Representative
Terence Hunter	Policy Council Representative
Linda Layman	Policy Council Representative
Dr. Tom Neat	Policy Council Elkhart County Member at Large
Dr. Kathy Guajardo	Head Start Executive Director
Chris Gregorich	Head Start Executive Secretary

Those absent were:

Andrea Travis	Policy Council Vice Chairperson - excused
Sara White	Policy Council Representative - excused
Sande Schutz	Policy Council St. Joseph County Member at Large - excused
Patricia Vickers	Policy Council St. Joseph County Member at Large - excused
Marie Jones	Policy Council Representative
Camielle Mankowski	Policy Council Representative
Veronica Spaulding	Policy Council Representative
Sarah Ruskowski	Policy Council Representative

III. Approval of Minutes

The motion for approval was made by Dr. Tom Neat and was seconded by Terrance Hunter.
All were in favor.

IV. Communication

- (A.) Executive Director's Report**
As included in packet.
- (B.) Policy Council Chairperson's Report**
Nothing at this time
- (C.) Board Member's Communication**
Nothing at this time
- (D.) Policy Council Site Meeting Report**
None at this time.

V. Action Agenda

- 17-0920-01 Approval of Distribution of Payroll, Summary of Actual Expenditures**
The motion for approval was made by Linda Layman and was seconded by Osmara Ortega. All were in favor.
- 17-0920-02 Approval of Personnel Actions included in Human Resources Report**
The motion for approval was made by Dr. Tom Neat and was seconded by Terrence Hunter. All were in favor.

VI. New Business and Reports

Staff would like to see more PTO days on the EHS. Member asked what the cost is for the childcare at Mary Beck, \$175 a week for infants and \$140 a week for preschool. Mary Beck supplies the space and will the other sites be doing this as well. Dr. Guajardo stated that she'll try and see if anyone else is interested. Annual Report was discussed and it's a public report and everyone gets a copy.

VII. Adjournment

A motion for adjournment was made by Linda Layman and seconded by Osmara Ortega. All were in favor. The meeting was adjourned at 1:40 p.m.

Submitted by:

Chris Gregorich