



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

March 9, 2018

12:00 P.M.

### Policy Council Meeting

#### I. Call to Order

The meeting was called to order at 12:13 p.m. by Nathan, Chairperson. LM

#### II. Roll Call

Nathan requested the roll call be taken. It was stated that we have 11 excused absences and we do have a quorum.

#### Those present were:

Nathan Whidden	Policy Council <b>Chairperson</b>
Leandrea Crenshaw	Policy Council <b>Vice Chairperson</b>
Lori McDonald	Policy Council Member At Large <b>Secretary</b>
Kendall Riley	Policy Council Representative
Fayiz Al-Amery	Policy Council Representative arrived at 12:40 pm
Rosa Federico	Policy Council Representative
Hailey Vinsant	Policy Council Representative
Bianca Avendano	Policy Council Representative arrived at 12:18 pm
Christina Wilds	Policy Council Representative
Delia Murillo	Policy Council Representative
Lauren King	Policy Council Representative
Melanie Caruso	Policy Council Representative
Samme Yeboah	Policy Council Representative
Janyana Serpas	Policy Council Representative arrived at 12:18 pm
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:

Yasmine Rivers	Policy Council Representative - excused
Latoya Gordon	Policy Council Representative
Kaleigh Swinehart	Policy Council Representative
Cresherrai Erwin	Policy Council Representative - excused
Susana Cruz	Policy Council Representative
Heather Jackson	Policy Council Representative - excused
Kalie Osorio	Policy Council Representative
Melissa Maldonado	Policy Council Representative
Russell Shefbuch	Policy Council Representative
Nubia Bonilla	Policy Council Representative
Lily Victoria	Policy Council Representative - excused
Roland Talton St.	Policy Council Representative
Ashley Lauderdale	Policy Council Representative - excused
Paula Thompson	Policy Council Representative - excused
Tara Hunt	Policy Council Representative - excused
Pascual Castillo	Policy Council Representative
Natasha Martinez	Policy Council Representative - excused

Kristine Price Policy Council Representative - excused  
Patricia Vickers Policy Council St. Joseph County Member at Large - excused  
Terrence Hunter Policy Council St. Joseph County Member at Large - excused

Bianca Avendano and Janyana Serpas arrived at 12:18 p.m. during approval of minutes discussion, but before any vote was taken.

### III. Approval of Minutes

The motion for approval was made by Dr Tom Neat and was seconded by Melanie Caruso. All were in favor. LM

### IV. Communication

#### (A.) Executive Director's Report

As included in packet.

#### (B.) Policy Council Chairperson's Report

#### (C.) Board Member's Communication

None at this time.

#### (D.) Policy Council Site Meeting Report

Reports were given by various members on their site meetings. Policy Chairperson also acknowledged the importance of parent advocacy and leadership that is needed at that Site Level so that parents can become more actively engaged. He discussed the value of quality leadership and encouraged parents to conduct the site meetings as the FACS role is to support the parents.

### V. Action Agenda

#### 18-0321-01 Approval of Distribution of Payroll, Summary of Actual Expenditures

The motion for approval was made by Bianca Avendano and was seconded by Linda Layman. All were in favor. LM

#### 18-0321-02 Approval of Personnel Actions Included in Human Resources

The motion for approval was made by Bianca Avendano and was seconded by Melanie Caruso. All were in favor. LM

#### 18-0321-03 Approval to Submit a Request to HHS to Carry-Over Funds from the Head Start Base Grant

The motion for approval was made by Delia Murillo and was seconded by Bianca Avendano. All were in favor. LM

#### 18-0321-04 Approval of the Early Head Start Community Childcare Grant

The motion for approval was made by Melanie Caruso and was seconded by Rosa Frederico. All were in favor. LM

#### 18-0321-05 Approval to Accept the Corrective Action Plan and Implement the Strategies in the Plan to Ensure Compliance is met with the CACFP Grant

The motion for approval was made by Linda Layman and was seconded by Melanie Caruso. All were in favor. LM

### VI. New Business and Reports

Extending the meeting to add action item 18-0321-06. Pursuant and notification received to apply for a one time Grant for up to \$250,000. A Motion to approve the application of grant made by Bianca Avendano seconded by Leandea Crenshaw. All were in favor of motion to approve. LM

### VII. Adjournment

A motion for adjournment was made by Lori McDonald and seconded by Bianca Avendano. All were in favor. The meeting was adjourned at 1:19 p.m. LM

Submitted by:

Lori McDonald