



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

May 12, 2017

12:00 P.M.

Policy Council Meeting

I. Call to Order

The meeting was called to order at 12:22 p.m. by Jennifer Allen, Chairperson.

II. Roll Call

Jennifer requested the roll call be taken. It was stated that we have 3 excused absences and we do have a quorum.

Those present were:

Jennifer Allen	Policy Council Chairperson
Andrea Travis	Policy Council Vice Chairperson
Marie Jones	Policy Council Representative
Osmara Ortega	Policy Council Representative
Terence Hunter	Policy Council Representative
Sara White	Policy Council Representative
Linda Layman	Policy Council Representative
Dr. Tom Neat	Policy Council Elkhart County Member at Large
Sande Schutz	Policy Council St. Joseph County Member at Large
Rev. Terrell Jackson	Policy Council St. Joseph County Member at Large
Dr. Kathy Guajardo	Head Start Executive Director
Chris Gregorich	Head Start Executive Secretary

Those absent were:

Camielle Mankowski	Policy Council Representative - excused
Veronica Spaulding	Policy Council Representative - excused
Patricia Vickers	Policy Council St. Joseph County Member at Large - excused
Lorett Brown	Policy Council Secretary
Jazmin Harper	Policy Council Representative - excused
Sarah Ruskowski	Policy Council Representative
Sharon Kirkpatrick	Policy Council Representative
Angela Riddle	Policy Council Representative

III. Approval of Minutes

The motion for approval was made by Rev. Jackson and was seconded by Sande Schultz. All were in favor.

IV. Communication

- (A.) Executive Director's Report**
As included in packet.
- (B.) Policy Council Chairperson's Report**
None at this time.
- (C.) Board Member's Communication**
None at this time.

(D.) Policy Council Site Meeting Report

None at this time.

V. Action Agenda

- 17-0517-01 Approval of Distribution of Payroll, Summary of Actual Expenditures**
The motion for approval was made by Sande Schultz and was seconded by Andrea Travis. All were in favor.
- 17-0517-02 Approval of Personnel Actions included in Human Resources Report**
The motion for approval was made by Rev. Jackson and was seconded by Sande Schultz. All were in favor.
- 17-0517-03 Approval of the Early Head Start and Head Start Continuation Grant and Training and Technical Assistance Grant (T/TA Grant)**
The motion for approval was made by Dr. Neat and was seconded by Andrea Travis. All were in favor.

VI. New Business and Reports

Policy Council members went through the ERSEA Training given by Dr. Guajardo, they watched the HHS video and handouts were reviewed.

VII. Adjournment

A motion for adjournment was made by Marie Jones and seconded by Sande Schultz. All were in favor. The meeting was adjourned at 1:36 p.m.

Submitted by:

Chris Gregorich