



Elkhart and St. Joseph Counties Head Start Consortium

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Dr. Kathy Guajardo, Executive Director

This institution is an equal opportunity provider

Baugo Community Schools
Concord Community Schools
Elkhart Community Schools
John Glenn School Corporation
Goshen Community Schools
Middlebury Community Schools
Penn-Harris-Madison
School City of Mishawaka
South Bend Community Schools
Union-North United Schools
Wa-Nee Community School

January 17, 2024

Regular Session – 9:00 a.m.

Board Meeting – In Person/Virtual

I. Call to Order

The meeting was called to order by Dr. Stevens at 9:03 a.m. He then asked for roll call to be taken, we do have a quorum.

II. Roll Call

Present:	Dr. Theodore Stevens	School City of Mishawaka – President – in person
	Dr. Scot Croner	Wa-Nee Community Schools – in person
	Dr. Bruce Stahly	Board Representative, Elkhart Community Schools – in person
	Dr. Jerry Thacker	PHM Community Schools – in person
	Dr. Alan Metcalfe	Board Representative, Goshen Community – in person
	Dr. Jason Snyder	Middlebury Community Schools – in person
	Dr. Kathy Guajardo	Head Start Executive Director
	Amy Fox	Attorney – via zoom
Absent:	Byron Sanders	Baugo Community Schools – Vice President
	Ashley McCallum	Parent Policy Council Representative
	Dan Funston	Board Representative, Concord Community Schools
	Dr. Angela Piazza	Union-North United Schools
	Christopher Winchell	John Glenn Community Schools
	Deb Martin	Board Representative, SB Community School Corporation

Also present at the meeting were Gregg Hixenbaugh, HR Consultant, via zoom, and Chris Gregorich, Business Manager, via zoom.

III. Public Speakers

None at this time.

IV. Adoption of the Agenda

The motion for approval to adopt the agenda was made by Dr. Jason Snyder and was seconded by Dr. Jerry Thacker. All were in favor.

V. Approval of Minutes

The motion for approval was made by Dr. Jerry Thacker and was seconded by Dr. Alan Metcalfe. All were in favor.

VI. Communication:

A.) Executive Director's Report
As reported in the packet

B.) Policy Council Chairperson's Report

None at this time.

C.) Board Member's Communication

None at this time.

VII. Action Agenda

- 24-0117-01 Approval of Distribution of Payroll, Summary of Actual Expenditures**
The motion for approval was made by Dr. Jerry Thacker and was seconded by Dr. Bruce Stahly. All were in favor.
- 24-0117-02 Approval of Personnel Actions included in Human Resources Report**
The motion for approval was made by Dr. Jason Snyder and was seconded by Dr. Bruce Stahly. All were in favor.
- 24-0117-03 Approval to Request and Submit to the Office of Head Start the Carry-Over APPLICATION of the Early Head Start Child Care Partnership Grant**
The motion for approval was made by Dr. Jerry Thacker and was seconded by Dr. Scot Croner. All were in favor.
- 24-0117-04 Approval to Request and Submit to the Office of Head Start the Carry-Over APPLICATION of the Early Head Start and Head Start Grant**
The motion for approval was made by Dr. Jerry Thacker and was seconded by Dr. Scot Croner. All were in favor.
- 24-0117-05 Approval to Request and Submit to the Office of Head Start a Carry-Over of funds for the CARES ACT for Early Head Start Childcare Partnership Grant**
The motion for approval was made by Dr. Jerry Thacker and was seconded by Dr. Scot Croner. All were in favor.
- 24-0117-06 Approval to Conduct an Annual Self-Assessment for the Consortiums Head Start Programs**
The motion for approval was made by Dr. Jerry Thacker and was seconded by Dr. Alan Metcalfe. All were in favor.
- 24-0117-07 Approval to Prepare and Begin the Recruitment and Enrollment Process for the 2024-2025 School Year**
The motion for approval was made by Dr. Bruce Shahly and was seconded by Dr. Alan Metcalfe. All were in favor.
- 24-0117-08 Approval to Accept the Fiscal Policies and Procedures to be Added to the Current Fiscal Manual per the Recommendations and Findings from the State Board of Accounts**
The motion for approval was made by Dr. Jerry Thacker and was seconded by Dr. Bruce Stahly. All were in favor.

VIII. Adjournment

The meeting was adjourned at 9:17 a.m.

Submitted by:

Chris Gregorich