



**Elkhart and St. Joseph Counties Head Start Consortium**

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Dr. Kathy Guajardo, Executive Director

*This institution is an equal opportunity provider*

**January 19, 2022**

**Executive Session – 8:30 A.M.**

**Regular Session – 9:00 A.M.**

**Consortium Board Meeting – In Person/Virtual**

**I. Call to Order**

The meeting was called to order by Christopher Winchell at 9:08 a.m. He then asked for roll call to be taken, we do have a quorum.

**II. Roll Call**

<b>Present:</b>	Christopher Winchell	John Glenn Community Schools – <b>Chairperson</b> – in person
	Dr. Scot Croner	Wa-Nee Community Schools – <b>Vice Chairperson</b> – via zoom
	Dan Funston	Board Representative, Concord Community Schools – via zoom
	Sarah Hickle	Board Representative, School City of Mishawaka – via zoom
	Patrick Howard	Parent Policy Council Representative – via zoom
	Dr. Angela Piazza	Union-North United Schools – via zoom left at 9:25 am
	Dr. Jason Snyder	Middlebury Community Schools – via zoom
	Sarita Stevens	Board Representative, Elkhart Community Schools – via zoom
	Dr. Jerry Thacker	PHM Community Schools – in person
	Brandon White	Board Representative, SB Community School Corporation – via zoom
	Dr. Kathy Guajardo	Head Start Executive Director – in person
	Amy Fox	Attorney – via zoom
<b>Absent:</b>	Dr. Steve Hope	Goshen Community Schools
	Byron Sanders	Baugo Community Schools

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

**III. Public Speakers**

None at this time.

**IV. Adoption of the Agenda**

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

**V. Approval of Minutes**

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

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

**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**

- 22-0119-01 Approval of Distribution of Payroll, Summary of Actual Expenditures**  
The motion for approval was made by Dr. Jerry Thacker and was seconded by Brandon White. All were in favor.
- 22-0119-02 Approval of Personnel Actions included in Human Resources Report**  
The motion for approval was made by Sarah Hickle and was seconded by Dr. Scot Croner. All were in favor.
- 22-0119-03 Approval to Request and Submit to the Office of Head Start a Carry Over (Re-budgeting) Of Funds For The Cares Act for 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.
- 22-0119-04 Approval To Request and Submit to the Office of Head Start For A Carry-Over Of Funds (Re-budgeting) \$710,000 For The Early Head Start And Head Start Grant For The Budget Period 2020-2021**  
The motion for approval was made by Dr. Jerry Thacker and was seconded by Dr. Scot Croner. All were in favor.
- 22-0119-05 Approval to Request and Submit to the Office of Head Start a For A Non-Federal Share Match Waiver For The Early Head Start And Head Start Grant For Budget Period 2020-2021**  
The motion for approval was made by Sarah Hickle and was seconded by Dan Funston. All were in favor.
- 22-0119-06 Approval to Conduct Annual Self-Assessment for the Consortium's Head Start Programs**  
The motion for approval was made by Dr. Scot Croner and was seconded by Dr. Jason Snyder. All were in favor.
- 22-0119-07 Approval to Prepare and Begin the Recruitment and Enrollment Process For The School Year Of 2022-2023**  
The motion for approval was made by Sarita Stevens and was seconded by Dr. Jerry Thacker. All were in favor.
- 22-0119-08 Approval of the Amended and Restated 403(b) Retirement Plan**  
The motion for approval was made by Dr. Jerry Thacker and was seconded by Dan Funston. All were in favor.
- 22-0119-09 Approval of Enhanced Paid Leave Benefits Related to COVID-19**  
The motion for approval was made by Sarah Hickle and was seconded by Dr. Jerry Thacker. All were in favor.
- 22-0119-10 Approval to Seek Requests for Proposals to Provide Mental Health Services to Support Children Enrolled in the Consortium's Head Start Program**  
The motion for approval was made by Dr. Jerry Thacker and was seconded by Dr. Jason Snyder. All were in favor.

**VIII. Adjournment**

The motion for adjournment was made by Christopher Winchell and the meeting was adjourned at 9:48 a.m.

Submitted by:

Chris Gregorich