



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 16, 2022

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 9:02 a.m. He then asked for roll call to be taken, we do have a quorum.

II. Roll Call

Present:	Christopher Winchell	John Glenn Community Schools – President – in person
	Dr. Scot Croner	Wa-Nee Community Schools – Vice President – via zoom
	Sarah Hickle	Board Representative, School City of Mishawaka – via zoom
	Dr. Alan Metcalfe	Board Representative, Goshen Community Schools – via zoom, arrived 9:16 a.m.
	Patrick Howard	Parent Policy Council Representative – via zoom
	Byron Sanders	Baugo Community Schools – via zoom
	Sarita Stevens	Board Representative, Elkhart Community Schools – via zoom
	Brandon White	Board Representative, SB Community School Corporation – via zoom, arrived at 9:17 a.m.
	Dr. Kathy Guajardo	Head Start Executive Director – in person
	Amy Fox	Attorney – via zoom
Absent:	Dr. Jerry Thacker	PHM Community Schools
	Dan Funston	Board Representative, Concord Community Schools
	Dr. Angela Piazza	Union-North United Schools
	Dr. Jason Snyder	Middlebury 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 Byron Sanders and was seconded by Sara Hickle. All were in favor.

V. Approval of Minutes

The motion for approval was made by Sara Hickle and was seconded by Dr. Scot Croner. 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

Mr. Howard reported that the Policy Council members attendance has been low and it's important that they attend. We will be getting together to see what we can do to get the members to start attend the meetings.

C.) Board Member's Communication

Mr. Winchell reported that he recently met with Dr. Guajardo and shared with her that the Board is supportive of the creation of an Assistant Director position.

VII. Action Agenda

22-0316-01 Approval of Distribution of Payroll, Summary of Actual Expenditures

The motion for approval was made by Byron Sanders and was seconded by Brandon White. All were in favor.

22-0316-02 Approval of Personnel Actions included in Human Resources Report

The motion for approval was made by Sarah Hickle and was seconded by Brandon White. All were in favor.

22-0316-03 Approval to Seek Approval for the \$49,000.00 plus, 2020 - 2021 Head Start and Early Head Start Carryover to the 2022 - 2023 Grant Period

The motion for approval was made by Byron Sanders and was seconded by Dr. Scot Croner. All were in favor.

22-0316-04 Approval for the Submission of the Funding Application for Early Head Start Child Care Partnership

The motion for approval was made by Dr. Scot Croner and was seconded by Byron Sanders. All were in favor.

22-0316-05 Approval to Request for Non-Federal Share Waiver to be Submitted with the 2022-2023 Early Head Start Child Care Partnership Funding Application

The motion for approval was made by Sarah Hickle and was seconded by Sarita Stevens. All were in favor.

22-0316-06 Approval to Accept the Self-Assessment Document with the Quality Improvement Plan

The motion for approval was made by Dr. Scot Croner and was seconded by Brandon White. All were in favor.

22-0316-07 Approval to Submit the Goals and Objectives for the Funding Application for Early Head Start Child Care Partnership

The motion for approval was made by Byron Sanders and was seconded by Sarita Stevens. All were in favor.

22-0316-08 Approval to Conduct Annual Board Elections

The motion for approval was made by Byron Sanders and was seconded by Sarita Stevens. All were in favor. Dr. Scot Croner will now become board President and Brandon White nominated himself to be the Vice President.

VIII. Adjournment

The motion for adjournment was made by Christopher Winchell and the meeting was adjourned at 9:26 a.m.

Submitted by:

Chris Gregorich