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 20, 2024

Regular Session – 9:00 a.m.

Board Meeting – In Person/Virtual

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

I.   Call to Order

The meeting was called to order by Dr. Stevens at 9:00 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
	Byron Sanders	Baugo Community Schools – **Vice President** - in person
	Dan Funston	Board Representative, Concord Community Schools – in person
	Dr. Alan Metcalfe	Board Representative, Goshen Community – in person
	Christopher Winchell	John Glenn Community Schools – in person
	Dr. Jason Snyder	Middlebury Community Schools – via zoom – arrived at 9:02am
	Dr. Jerry Thacker	PHM Community Schools – in person
	Dr. Scot Croner	Wa-Nee Community Schools – in person – arrived at 9:04am
	Ashley McCallum	Parent Policy Council Representative – in person
	Dr. Kathy Guajardo	Head Start Executive Director – in person
	Amy Fox	Attorney – via zoom
Absent:	N/A	Board Representative, Elkhart Community Schools
	Deb Martin	Board Representative, SB Community School Corporation
	Dr. Angela Piazza	Union-North United Schools

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. Jerry Thacker and was seconded by Byron Sanders. All were in favor.

V.   Approval of Minutes
    The motion for approval was made by Dr. Alan Metcalfe and was seconded by Dr. Jerry Thacker. 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**

24-0320-01 **Approval of Distribution of Payroll, Summary of Actual Expenditures**
The motion for approval was made by Dr. Jerry Thacker and was seconded by Byron Sanders. All were in favor.

24-0320-02 **Approval of Personnel Actions included in Human Resources Report**
The motion for approval was made by Dan Funston and was seconded by Dr. Jerry Thacker. All were in favor.

24-0320-03 **Approval for the Submission of the Early Head Start Childcare Partnership Funding Application Grant**
The motion for approval was made by Dr. Alan Metcalfe and was seconded by Christopher Winchell. All were in favor.

24-0320-04 **Approval to Request and Submit to the Office of Head Start the Carry-Over of Early Head Start and Head Start Funds ($508,500.00) from 2022 – 2023 To 2023 – 2024**
The motion for approval was made by Byron Sanders and was seconded by Christopher Winchell. All were in favor.

24-0320-05 **Approval to Apply for the Expansion of Funded Slots for the Early Head Start and Early Head Start Child Care Partnership Grant**
The motion for approval was made by Dr. Jerry Thacker and was seconded by Dan Funston. All were in favor.

24-0320-06 **Approval to Conduct Annual Board Elections**
The motion for approval was made by Dr. Jerry Thacker and was seconded by Dan Funston. All were in favor. Dr. Stevens discussed that Byron Sanders will moved to be the Board President and Board members nominated Dr. Angela Piazza to be Board Vice President. The motion was made by Dr. Jerry Thacker and was seconded by Dan Funston. All were in favor.

VIII. **Adjournment**
The meeting was adjourned at 9:30 a.m.

Submitted by:

Chris Gregorich