



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 20, 2020

Regular Session – 9:00 A.M.

Consortium Board Meeting

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 Jane Allen at 9:01 a.m. He then asked for roll call to be taken, we do have a quorum.

II. Roll Call

Present:	Jane Allen	Middlebury Community Schools - Chairperson
	Christopher Winchell	John Glenn Community Schools - Vice Chairperson
	Dr. Jerry Thacker	PHM Community Schools
	Dr. Diane Woodworth	Goshen Community Schools
	Dr. Scot Croner	Wa-Nee Community Schools
	Mitch Mawhorter	Union-North United Schools
	Dr. Denise Seger	Concord Community Schools – via phone
	Dr. C. Todd Cummings	South Bend Community School Corporation–via phone
	Sarah Hickle	Board Representative, School City of Mishawaka
	Dr. Kathy Guajardo	Head Start Executive Director
	Amy Fox	Attorney
	Gregg Hixenbaugh	HR Consultant
Absent:	Sarita Stevens	Board Representative, Elkhart Community Schools
	Kari Bone	Policy Council Parent Representative
	Dr. Steve Hope	Goshen Community Schools
	Byron Sanders	Baugo Community Schools

Also present at the meeting were Chris Gregorich, Head Start Operations Manager.

III. Public Speakers

None at this time.

IV. Adoption of the Agenda

The motion for approval to adopt the agenda was made by Mitch Mawhorter and was seconded by Dr. Diane Woodworth. All were in favor.

V. Approval of Minutes

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

VI. Communication

A.) Executive Director’s Report

As reported in the packet. Jane thanked Kathy for everything that she’s done to make this program work.

B.) Policy Council Chairperson's Report

None at this time.

C.) Board Member's Communication

None at this time.

VII. Action Agenda

- 20-0520-01 Approval of Distribution of Payroll, Summary of Actual Expenditures**
The motion for approval was made by Dr. Jerry Thacker and was seconded by Christopher Winchell. All were in favor.
- 20-0520-02 Approval of Personnel Actions included in Human Resources Report**
The motion for approval was made by Dr. Denise Seger and was seconded by Dr. Scot Croner. All were in favor.
- 20-0520-03 Approval to Submit to the Office of Head Start the Early Head Start and Head Start Continuation Grant Application and Training and Technical Assistance Grant Application (T/TA) for Fiscal Year November 1, 2020 - October 31, 2021. Based on participation through communication, reports, recommendations, and meetings**
I, Dr. Diane Woodworth, make the motion for approval and it was seconded by Dr. Jerry Thacker. All were in favor.
- 20-0520-04 Approval for the Amendment of the Employee Handbook**
The motion for approval was made by Dr. Scot Croner and was seconded by Sara Hickle. All were in favor.
- 20-0520-05 Approval to Request a Non-Federal Share Waiver for the Early Head Start Childcare Partnership Grant for the Grant year of beginning August 1, 2019 - July 31, 2020**
The motion for approval was made by Mitch Mawhorter and was seconded by Dr. Denise Seger. All were in favor.
- 20-0520-06 Approval to Request a Non-Federal Share Waiver for the Early Head Start and Head Start Grant for the grant year beginning November 1, 2019 - October 31, 2020**
The motion for approval was made by Dr. Jerry Thacker and was seconded by Dr. Scot Croner. All were in favor.
- 20-0520-07 Approval of the (Tentative) 2020-2021 School Calendar**
The motion for approval was made by Mitch Mawhorter and was seconded by Dr. Jerry Thacker. All were in favor.
- 20-0520-08 Approval of the Annual Report for Fiscal Year 2019**
The motion for approval was made by Dr. Jerry Thacker and was seconded by Dr. Scot Croner. All were in favor.
- 20-0520-09 Approval of the Self-Assessment for the Early Head Start, Early Head Start Childcare Partnership, and Head Start for fiscal year ending July 31, 2020**
The motion for approval was made by Dr. Jerry Thacker and was seconded by Dr. Diane Woodworth. All were in favor.

VIII. Adjournment

The motion for adjournment was made by Dr. Scot Croner and was seconded Dr. Denise Seger and the meeting was adjourned at 9:21 a.m.

Submitted by:
Chris Gregorich