



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

November 15, 2023

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 9:06 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 |
| | Dan Funston | Board Representative, Concord Community Schools – in person |
| | Dr. Angela Piazza | Union-North United Schools – in person |
| | Dr. Bruce Stahly | Board Representative, Elkhart Community Schools – in person |
| | Dr. Jerry Thacker | PHM Community Schools – in person |
| | Christopher Winchell | John Glenn Community Schools – via zoom |
| | Tiffany Conley | Parent Policy Council Representative – in person |
| | Dr. Kathy Guajardo | Head Start Executive Director – in person |
| | Amy Fox | Attorney – via zoom |
| Absent: | Dr. Alan Metcalfe | Board Representative, Goshen Community |
| | Byron Sanders | Baugo Community Schools – Vice President |
| | Dr. Jason Snyder | Middlebury 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

A motion to amend the agenda with the additional item added. The motion for approval to amend and adopt the agenda was made by Dr. Jerry Thacker and was seconded by Dr. Angela Piazza. All were in favor.

V. Approval of Minutes

The motion for approval was made by Dr. Jerry Thacker and was seconded by Dr. Angela Piazza. 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

- 23-1115-01 Approval of Distribution of Payroll, Summary of Actual Expenditures**
The motion for approval was made by Dr. Jerry Thacker and was seconded by Tiffany Conley. All were in favor.
- 23-1115-02 Approval of Personnel Actions included in Human Resources Report**
The motion for approval was made by Dan Funston and was seconded by Dr. Scot Croner. All were in favor.
- 23-1115-03 Approval to Request the Corrective Action Plan (CAP) for Corrective Action Needed for the 2019-2020 State Board of Accounts Audit**
The motion for approval was made by Dr. Angela Piazza and was seconded by Dr. Scot Croner. All were in favor.
- 23-1115-04 Approval to Request the CAP for Corrective Action Plan Needed for the 2020-2021 State Board of Accounts Audit**
The motion for approval was made by Dr. Angela Piazza and was seconded by Dr. Scot Croner. All were in favor.
- 23-1115-05 Approval to Request the State Board of Account Audit Report for the 2019-2020 Audit**
The motion for approval was made by Dr. Angela Piazza and was seconded by Dr. Scot Croner. All were in favor.
- 23-1115-06 Approval to Request the State Board of Account Audit Report for the period of 2020-2021**
The motion for approval was made by Dr. Angela Piazza and was seconded by Dr. Scot Croner. All were in favor.
- 23-1115-07 Approval to Request to the Office of Head Start a Carry-Over of Funding for the Early Head Start Child Care Partnership 2022-2023 Grant**
The motion for approval was made by Dr. Angela Piazza and was seconded by Dr. Scot Croner. All were in favor.
- 23-1115-08 Approval to Request to the Office of Head Start a Carry-Over of Funds from the CARES ACT**
The motion for approval was made by Dr. Jerry Thacker and was seconded by Dr. Angela Piazza. All were in favor.
- 23-1115-09 Seeking approval to Request to Submit to the Office of Head Start for retractive-prior approval to purchase eight buses through lease purchase agreement for a period of 48 months. The lease payments for the 2019-2020 grant period are \$9,605.79. Specifically, the eight buses will be used to transport children to and from the Head Start and Early Head Start and Title I programs**
The motion for approval was made by Dr. Bruce Stahly and was seconded by Dr. Angela Piazza. All were in favor.
- 23-1115-10 Seeking approval to Request to Submit to the Office of Head Start for retractive-prior approval to purchase eight buses through lease purchase agreement for a period of 48 months. The lease payments for the 2019-2020 grant period are \$97,461.24. Specifically, the eight buses will be used to transport children to and from the Head Start and Early Head Start and Title I programs**
The motion for approval was made by Dr. Bruce Stahly and was seconded by Dr. Angela Piazza. All were in favor.
- 23-1115-11 Seeking approval to Request to Submit to the Office of Head Start for retractive-prior approval to purchase eight buses through lease purchase agreement for a period of 48 months. The lease payments for the 2020-2021 grant period are \$163,435.18. Specifically, the eight buses will be used to transport children to and from the Head Start and Early Head Start and Title I programs**

The motion for approval was made by Dr. Bruce Stahly and was seconded by Dr. Angela Piazza. All were in favor.

23-1115-12 Seeking approval to Request to Submit to the Office of Head Start for retractive-prior approval to purchase eight buses through lease purchase agreement for a period of 48 months. The lease payments for the 2020-2021 grant period are \$13,779.14. Specifically, the eight buses will be used to transport children to and from the Head Start and Early Head Start and Title I programs

The motion for approval was made by Dr. Bruce Stahly and was seconded by Dr. Angela Piazza. All were in favor.

23-1115-13 Seeking approval to Request to Submit to the Office of Head Start for retractive-prior approval to purchase eight buses through lease purchase agreement for a period of 48 months. The lease payments for the 2021-2022 grant period are \$21,135.79. Specifically, the eight buses will be used to transport children to and from the Head Start and Early Head Start and Title I programs

The motion for approval was made by Dr. Bruce Stahly and was seconded by Dr. Angela Piazza. All were in favor.

23-1115-14 Seeking approval to Request to Submit to the Office of Head Start for retractive-prior approval to purchase eight buses through lease purchase agreement for a period of 48 months. The lease payments for the 2021-2022 grant period are \$156,078.53. Specifically, the eight buses will be used to transport children to and from the Head Start and Early Head Start and Title I programs

The motion for approval was made by Dr. Bruce Stahly and was seconded by Dr. Angela Piazza. All were in favor.

23-1115-15 Seeking approval to Request to Submit to the Office of Head Start for retractive-prior approval to purchase eight buses through lease purchase agreement for a period of 48 months. The lease payments for the 2022-2023 grant period are \$156,078.53. Specifically, the eight buses will be used to transport children to and from the Head Start and Early Head Start and Title I programs

The motion for approval was made by Dr. Bruce Stahly and was seconded by Dr. Angela Piazza. All were in favor.

23-1115-16 Seeking approval to Request to Submit to the Office of Head Start for retractive-prior approval to purchase eight buses through lease purchase agreement for a period of 48 months. The lease payments for the 2022-2023 grant period are \$21,135.79. Specifically, the eight buses will be used to transport children to and from the Head Start and Early Head Start and Title I programs

The motion for approval was made by Dr. Bruce Stahly and was seconded by Dr. Angela Piazza. All were in favor.

23-1115-17 Seeking approval to Request to Submit to the Office of Head Start for retractive-prior approval to purchase eight buses through lease purchase agreement for a period of 48 months. The lease payments for the 2023-2024 grant period are \$52,026.18. Specifically, the eight buses will be used to transport children to and from the Head Start and Early Head Start and Title I programs

The motion for approval was made by Dr. Bruce Stahly and was seconded by Dr. Angela Piazza. All were in favor.

23-1115-18 Seeking approval to Request to Submit to the Office of Head Start for retractive-prior approval to purchase eight buses through lease purchase agreement for a period of 48 months. The lease payments for the 2023-2024 grant period are \$7,045.26. Specifically, the eight buses will be used to transport children to and from the Head Start and Early Head Start and Title I programs

The motion for approval was made by Dr. Bruce Stahly and was seconded by Dr. Angela Piazza. All were in favor.

23-1115-19 Approval for Salary Increases for Staff who are not within the Wage Comparability Study Scale

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

VIII. Adjournment

The motion for adjournment was made by Dr. Angela Piazza and was seconded by Tiffany Conley and the meeting was adjourned at 9:32 a.m.

Submitted by:

Chris Gregorich