



Elkhart and St. Joseph Counties Head Start Consortium

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Dr. Kathy Guajardo, Executive Director

This institution is an equal opportunity provider

November 16, 2022

Executive Session – 9:00 a.m.

Regular Session – 9:10 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

It was stated the Chairperson and Vice Chairperson were both absent so Patrick Howard volunteered to be acting Chairperson. The motion for approval was made by Dr. Jerry Thacker and was seconded by Dr. Alan Metcalfe. The meeting was called to order by Patrick at 9:26 a.m. He then asked for roll call to be taken, we do have a quorum.

II. Roll Call

Present:	Dr. Alan Metcalfe	Board Representative, Goshen Community – in person
	Dr. Angela Piazza	Union-North United Schools – via zoom
	Dr. Sarah Hickie	Board Representative, School City of Mishawaka – in person
	Mr. Byron Sanders	Baugo Community Schools – in person
	Mr. Dan Funston	Board Representative, Concord Community Schools – in person
	Dr. Steve Thalheimer	Elkhart Community Schools – in person
	Dr. Jerry Thacker	PHM Community Schools – in person
	Dr. Jason Snyder	Middlebury Community Schools - in person
	Mr. Patrick Howard	Parent Policy Council Representative – in person
	Dr. Kathy Guajardo	Head Start Executive Director – in person
	Ms. Amy Fox	Attorney – via zoom
Absent:	Dr. Scot Croner	Wa-Nee Community Schools – President
	Mr. Brandon White	Board Representative, SB Community School Corporation – Vice President
	Christopher Winchell	John Glenn Community Schools

Also present at the meeting were Mr. Tim Davis, John Glenn Representative, in person, Gregg Hixenbaugh, HR Consultant, via zoom, and Chris Gregorich, Business Manager, in person.

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 Dan Funston. All were in favor.

V. Approval of Minutes

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

VI. Communication:

A.) Executive Director's Report

As reported in the packet

B.) Policy Council Chairperson's Report

Patrick stated they are having a meeting this morning, it will be the last meeting for this council.

C.) Board Member's Communication

None at this time.

VII. Action Agenda

22-1116-01 Approval of Distribution of Payroll, Summary of Actual Expenditures

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

22-1116-02 Approval of Personnel Actions included in Human Resources Report

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

22-1116-03 Approval to Request and Submit to the Office of Head Start a Carry-Over of the Early Head Start Child Care Partnership Grant

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

22-1116-04 Approval to Request and Submit to the Office of Head Start a Carry-Over of funds for the CARES ACT for Early Head Start Childcare Partnership Grant

The motion for approval was made by Dr. Sara Hickle and was seconded by Dan Funston. All were in favor.

22-1116-05 Approval to Request for a Non-Federal Share Waiver for Early Head Start Childcare Partnership Program

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

22-1116-06 Approval to Request to Submit a Waiver to the Office of Head Start for Providing Less than 10% of Services to Children with Disabilities Enrolled in the Early Head Start Childcare Partnership Program

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

VIII. Adjournment

Before adjournment, Dr. Guajardo recognized Patrick Howard for serving on the Board for the 2021-2022 school year.

The motion for adjournment was made by Dr. Sara Hickle and was seconded by Byron Sanders and the meeting was adjourned at 9:48 a.m.

Submitted by:

Chris Gregorich