



Elkhart and St. Joseph Counties Head Start Consortium

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Dr. Kathy Guajardo, Executive Director

This institution is an equal opportunity provider

September 28, 2022

Executive Session – 10:00 a.m.

Regular Session – 10:15 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 Christopher Winchell was nominated to be acting Chairperson. The motion for approval was made by Sara Hickle and was seconded by Dan Funston. The meeting was called to order by Christopher Winchell at 10:15 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
	Dr. Alan Metcalfe	Board Representative, Goshen Community
	Dr. Angela Piazza	Union-North United Schools
	Ms. Sarah Hickle	Board Representative, School City of Mishawaka
	Mr. Byron Sanders	Baugo Community Schools
	Mr. Dan Funston	Board Representative, Concord Community Schools
	Dr. Jason Snyder	Middlebury Community Schools
	Mr. Patrick Howard	Parent Policy Council Representative
	Dr. Kathy Guajardo	Head Start Executive Director
	Ms. Amy Fox	Attorney – via zoom
	Gregg Hixenbaugh	HR Consultant
Absent:	Dr. Steve Thalheimer	Elkhart Community Schools
	Dr. Scot Croner	Wa-Nee Community Schools – President
	Mr. Brandon White	Board Representative, SB Community School Corporation – Vice President
	Dr. Jerry Thacker	PHM Community Schools

Also present at the meeting was Chris Gregorich, 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 Dan Funston. All were in favor.

V. Approval of Minutes

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

VI. Communication010

A.) Executive Director's Report

As reported in the packet

B.) Policy Council Chairperson's Report

Patrick stated that they met on Friday September 23, 2022, no new discussion and the new policy council will be coming on board soon.

C.) Board Member's Communication

None at this time.

VII. Action Agenda

22-0921-01 Approval of Distribution of Payroll, Summary of Actual Expenditures

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

22-0921-02 Approval of Personnel Actions included in Human Resources Report

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

22-0921-03 Approval to Purchase or Lease a Vehicle for Consortium Needs

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

22-0921-04 Approval to Amend (Temporarily) the Paid PTO Day Policy

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

22-0921-05 Approval of the COVID PTO Days Paid Out

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

22-0921-06 Approval to Provide a Stipend for the Business Manager for Additional Responsibilities

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

22-0921-07 Approval for Staff Incentives for Retentions and Recruitment Bonuses

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

VIII. Adjournment

The motion for adjournment was made by Byron Sanders and was seconded by Dan Funston and the meeting was adjourned at 10:31 a.m.

Submitted by:

Chris Gregorich