



Elkhart and St. Joseph Counties Head Start Consortium  
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Toll Free: (866) 440-8843 Web Site: [www.headstartesj.com](http://www.headstartesj.com)  
Dr. Kathy Guajardo, Executive Director  
*This institution is an equal opportunity provider*

February 21, 2020

12:00 P.M.

### Policy Council Meeting

#### I. Call to Order

The meeting was called to order at 12:15 p.m. by Keri Bone, Chairperson.

#### II. Roll Call

Keri requested the roll call be taken, it was stated that we have 3 excused, 5 unexcused and we do have a quorum.

##### Those present were:

Kari Bone	Policy Council <b>Chairperson</b>
Sonya DeSantis	Policy Council <b>Vice Chairperson</b>
Coleen Kimbler	Policy Council Member
Megan Faught	Policy Council Member
Thalia Garcia	Policy Council Member
Tanisha Breveard	Policy Council Member
Cynthia Victoria	Policy Council Member
Dr. Tom Neat	Policy Council Elkhart County Member at Large
Tamra Bienemann	Head Start ERSEA Manager
Dr. Kathy Guajardo	Head Start Executive Director
Oralia Castro	Head Start – Accounting Department

##### Those absent were:

Dayaunna Rhymes-Taylor	Policy Council Member <b>Secretary</b>
Cynthia Hernandez	Policy Council Member
Geovanna Juarez	Policy Council Member
Marianne Dosmann	Policy Council Member - excused
Sarah Truex	Policy Council Member – excused
Sylvia Armstrong	Policy Council Member
Brandy McGhee	Policy Council Member
April Sapp	Policy Council St. Joseph County Member at Large - excused

#### III. Approval of Minutes

The motion for approval was made by Colleen Kimbler and was seconded by Sonya DeSantis. All were in favor.

#### IV. Communication

##### (A.) Executive Director's Report

As included in packet.

Follow by director's report, Executive Director requested to have approval to add to the Agenda training about the components of ERSEA by ERSEA manager and approval of the calendar for open enrollment. All were in favor.

**(B.) Policy Council Chairperson's Report**

None at this time.

**(C.) Board Member's Communication**

None at this time.

**Action Agenda**

**20-0221-01 Approval of Distribution of Payroll, Summary of Actual Expenditures**

The motion for approval was made by Megan Faught and was seconded by Colleen Kimbler. All were in favor.

**20-0221-02 Approval of Personnel Actions included in Human Resources Report**

The motion for approval was made by Colleen Kimbler and was seconded by Megan Faught. All were in favor.

**20-0221-03 Approval of the ERSEA Calendar**

The motion for approval was by Colleen Kimbler and was seconded by Cynthia Victoria. All were in favor.

**V. New Business and Reports**

Not at this time.

**VI. Adjournment**

A motion for adjournment was made by Megan Faught and seconded by Colleen Kimbler. All were in favor. The meeting was adjourned at 1:06 p.m.

Submitted by:

Oralia E Castro

March 13, 2020 next meeting.