



Elkhart and St. Joseph Counties Head Start Consortium
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Dr. Kathy Guajardo, Executive Director

This institution is an equal opportunity provider

January 14, 2022

12:00 P.M.

Policy Council Meeting – Virtual

I. Call to Order

The meeting was called to order at 12:07 p.m. by Patrick Howard, Chairperson. It was stated the secretary was absent and Patrick asked for a motion to vote for an acting secretary for this meeting. Renya Gutierrez nominated herself to be the acting secretary. The motion was made by Dr. Tom Neat and was seconded by Stacy Hayden. Mr. Howard asked for a voice vote to ratify Ms Gutierrez and she was approved.

II. Roll Call

Patrick requested the roll call be taken, it was stated that we have no excused absences and we do have a quorum.

Those present were:

Patrick Howard	Policy Council Chairperson
Reyna Gutierrez	Policy Council Vice Chairperson
Elaiyh Pruitt	Policy Council Secretary – arrived at 1:04 p.m.
Tiffany Cruz	Policy Council Member
Tajamie McNeal	Policy Council Member
Stacey Hayden	Policy Council Member
Audriana Howard	Policy Council Member
Dr. Tom Neat	Policy Council Elkhart County Member at Large
Dr. Kathy Guajardo	Head Start Executive Director
Chris Gregorich	Head Start Business Manager
Greg Robertson	Governance Consultant

Those absent were:

Coorrie Neal	Policy Council Member
Tiara Love	Policy Council Member
Emily Nissen	Policy Council Member
Angel Abshire	Policy Council Member
Latifah Gillam	Policy Council Member
Taylor Ferguson	Policy Council Member
Allen Bell Sr.	Policy Council Member
Anita Northern	Policy Council Member
Emma Williams	Policy Council Member
Nubia Altamirando	Policy Council Member
Princess Seamster	Policy Council Member

III. Approval of Minutes

The motion for approval was made by Dr. Tom Neat and was seconded by Stacy Hayden. All were in favor.

IV. Communication

- (A.) **Executive Director's Report**
As included in the packet.
- (B.) **Policy Council Chairperson's Report**
None at this time.

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

None at this time.

Action Agenda

- 22-0119-01 Approval of Distribution of Payroll, Summary of Actual Expenditures**
The motion for approval was made by Stacy Hayden and was seconded by Tiffany Cruz. All were in favor.
- 22-0119-02 Approval of Personnel Actions included in Human Resources Report**
The motion for approval to table the item was made by Stacy Hayden and was seconded by Audriana Howard. All were in favor.
- 22-0119-03 Approval to Request and Submit to the Office of Head Start a Carry Over (Re-budgeting) Of Funds For The Cares Act for the Early Head Start and Head Start Grant**
The motion for approval was made by Stacy Hayden and was seconded by Audriana Howard. All were in favor.
- 22-0119-04 Approval To Request and Submit to the Office of Head Start For A Carry-Over Of Funds (Re-budgeting) \$710,000 For The Early Head Start And Head Start Grant For The Budget Period 2020-2021**
The motion for approval was made by Tiffany Cruz and was seconded by Stacy Hayden. All were in favor.
- 22-0119-05 Approval to Request and Submit to the Office of Head Start a For A Non-Federal Share Match Waiver For The Early Head Start And Head Start Grant For Budget Period 2020-2021**
The motion for approval was made by Stacy Hayden and was seconded by Audriana Howard. All were in favor.
- 22-0119-06 Approval to Conduct Annual Self-Assessment for the Consortium's Head Start Programs**
The motion for approval was made by Stacy Hayden and was seconded by Tiffany Cruz. All were in favor.
- 22-0119-07 Approval to Prepare and Begin the Recruitment and Enrollment Process For The School Year Of 2022-2023**
The motion approval of item to be waived was made by Stacy Hayden and was seconded by Tiffany Cruz. All were in favor.
- 22-0119-08 Approval of the Amended and Restated 403(b) Retirement Plan**
The motion approval of item to be waived was made by Stacy Hayden and was seconded by Tiffany Cruz. All were in favor.
- 22-0119-09 Approval of Enhanced Paid Leave Benefits Related to COVID-19**
The motion approval of item to be waived was made by Stacy Hayden and was seconded by Tiffany Cruz. All were in favor.
- 22-0119-10 Approval to Seek Requests for Proposals to Provide Mental Health Services to Support Children Enrolled in the Consortium's Head Start Program**
The motion approval of item to be waived was made by Stacy Hayden and was seconded by Audriana Howard. All were in favor.

V. New Business and Reports

There was discussion of starting a School Safety Task force.

VI. Adjournment

A motion for adjournment was made by Stacy Hayden and seconded by Tiffany Cruz. All were in favor. The meeting was adjourned at 1:23 p.m.

Submitted by:

Reyna Gutierrez/Chris Gregorich