



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*

November 20, 2020

12:00 P.M.

**Policy Council Meeting – Virtual**

**I. Call to Order**

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

**II. Roll Call**

Kari requested the roll call be taken, it was stated that we have three excused absences and we do have a quorum.

**Those present were:**

Kari Bone	Policy Council <b>Chairperson</b>
Megan Faught	Policy Council Member
Marianne Dosmann	Policy Council Member
Dr. Tom Neat	Policy Council Elkhart County Member at Large
April Sapp	Policy Council St. Joseph County Member at Large
Dr. Kathy Guajardo	Head Start Executive Director
Chris Gregorich	Head Start Operations Manager

**Those absent were:**

Sonya DeSantis	Policy Council <b>Vice Chairperson</b> - excused
Sarah Truex	Policy Council Member - excused
Thalia Garcia	Policy Council Member - excused
Tanisha Breveard	Policy Council Member
Cynthia Victoria	Policy Council Member

**III. Approval of Minutes**

The motion for approval was made by April Sapp and was seconded by Marianne Dosmann. All were in favor.

**IV. Communication**

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

## Action Agenda

- 20-1118-01 Approval of Distribution of Payroll, Summary of Actual Expenditures**  
The motion for approval was made by Megan Faught and was seconded by Marianne Dosmann. All were in favor.
- 20-1118-02 Approval of Personnel Actions included in Human Resources Report**  
The motion for approval was made by Marianne Dosmann and was seconded by Megan Faught. All were in favor.
- 20-1118-03 Approval to Seek Funding and Options for the Architectural Assessment Proposal**  
The motion for approval was made by April Sapp and was seconded by Dr. Tom Neat. All were in favor.
- 20-1118-04 Approval of Revisions to Policy 3.27 in Employee Handbook (“Infectious Disease Control Policy”)**  
The motion for approval was made by Dr. Tom Neat and was seconded by Megan Faught. All were in favor.
- 20-1118-05 Approval to Explore Health Care Bids for Consortium Employees**  
The motion for approval was made by April Sapp and was seconded by Megan Faught. All were in favor.
- 20-1118-06 Approval for the Request for Budget Revisions and Closures, and Non-Federal Share Waiver for Early Head Start, Early Head Start CCP, and Head Start**  
The motion for approval was made by Dr. Tom Neat and was seconded by Megan Faught. All were in favor.

### V. New Business and Reports

None at this time.

### VI. Adjournment

A motion for adjournment was made by Megan Faught and seconded by Dr. Tom Neat. All were in favor. The meeting was adjourned at 12:36 p.m.

Submitted by:

Chris Gregorich