



Elkhart and St. Joseph Counties Head Start Consortium
245 North Lombardy, Door 1, South Bend, IN 46619
Office Phone: (574) 393-5864 Fax: (574) 283-8108
Web Site: www.headstartesj.com
Dr. Kathy Guajardo, Executive Director
This institution is an equal opportunity provider

July 29, 2022

11:00 A.M.

Policy Council Meeting – Virtual

I. Call to Order

The meeting was called to order at 11:05 a.m. by Patrick Howard, Chairperson. It was stated that there were three members removed due to attendance and one of those was the secretary. Patrick asked for a motion for Chris Gregorich to be acting secretary for this meeting. The motion was made by Dr. Tom Neat and was seconded by Angel Abshire. All were in favor. It was mentioned that Action item 22-0726-04 will be tabled for this meeting.

II. Roll Call

Patrick requested the roll call be taken, we have one excused absence and we do have a quorum.

Those present were:

Patrick Howard	Policy Council Chairperson
Reyna Gutierrez	Policy Council Vice Chairperson – arrived at 11:11 a.m.
Coorrie Neal	Policy Council Member
Angel Abshire	Policy Council Member
Kayla Schonebeck	Policy Council Member
Unique Holmes	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

Those absent were:

Tiffany Cruz	Policy Council Member
Emily Nissen	Policy Council Member
Stacey Hayden	Policy Council Member - excused
Latifah Gillam	Policy Council Member
Dominique Smith	Policy Council Member
Nikkyhia Gilchrist	Policy Council Member
Antwonia Collier	Policy Council Member
Daliyah Harrison	Policy Council Member

III. Approval of Minutes

The motion for approval was made by Dr. Tom Neat and was seconded by Angel Abshire. 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

- 22-0726-01 Approval of Staff Incentives for Retentions and Recruitment Bonuses**
The motion for approval was made by Angel Abshire and was seconded by Kayla Schonebeck. All were in favor.
- 22-0726-02 Approval of Teacher Credential Waivers for EHS, EHS CCP and Head Start employees to include Professional Development Plan and to be Submitted to the Office of Head Start for Approval**
The motion for approval was made by Angel Abshire and was seconded by Reyna Gutierrez. All were in favor.
- 22-0726-03 Approval to Amend the Paid Holiday Schedule to include Juneteenth, effective June 20, 2022**
The motion for approval was made by Coorie Neal and was seconded by Unique Holmes. All were in favor.
- 22-0726-04 Approval to Continue the Services of the Gallagher Agreement for Group Benefits and HR Consulting Services**
This action agenda item was tabled for this meeting.
- 22-0726-05 Approval to Submit to the Office of Head Start an Amended SF425 Waiver for Non-Federal Share for Grant Number 05HP000285/02**
The motion for approval was made by Angel Abshire and was seconded by Coorie Neal. All were in favor.

V. New Business and Reports

None at this time.

VI. Adjournment

A motion for adjournment was made by Angel Abshire and seconded by Unique Homes. All were in favor. The meeting was adjourned at 11:15 a.m.

Submitted by:

Chris Gregorich