

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

June 23, 2010

Closed Session 8:00 A.M.

Open Session 9:00 A.M.

**Consortium Board Meeting**

**I. Call to Order**

Jim Conner, President of the Consortium Board, called the meeting to order at 9:30 a.m.

**II. Roll Call**

President Jim Conner requested the roll call be taken.

|                   |  |
|-------------------|--|
| Jim Conner        | Middlebury Community Schools           |
| Kathy Guajardo    | Executive Director, Head Start         |
| Dick Reese        | John Glenn School Corporation          |
| Dr. Bruce Stahly  | Goshen Community Schools               |
| Dr. Jerry Thacker | Penn-Harris-Madison School Corporation |
| Dan Towner        | School City of Mishawaka               |
| Joe Sabo          | Wa-Nee Community Schools               |
| George Dyer       | Concord Community Schools              |
| Mark Mow          | Elkhart Community Schools              |

Those absent from the meeting were: Dr. Terry Barker, Union-North United School Corporation; James Kapsa, South Bend Community School Corporation; and, Jim DuBois, Baugo Community Schools.

Also present at the meeting was Alison Fox from Baker & Daniels Law Firm.

**III. Public Speakers**

There were no public speakers.

**IV. Adoption of the Agenda**

A motion for approval of the agenda was made by Dick Reese and seconded by Mark Mow. All were in favor.

**V. Approval of Minutes**

A motion for approval of the minutes was made by Dr. Jerry Thacker and seconded by Dr. Bruce Stahly. All were in favor.

## VI. Communication

(A.) **Executive Director's Report**  
(As included in Board packet)

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

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

Mr. Conner was very complimentary of the progress made by Kathy and her team during the 2009-2010 school year.

## VII. Action Agenda

- 10-0623-01**      **Approval of Distribution of Payroll, Summary of Actual Expenditures**  
A motion for approval was made by Dr. Bruce Stahly and seconded by Dick Reese. All were in favor.
- 10-0623-02**      **Approval of Personnel Actions included in Human Resources Report**  
A motion for approval was made by Dr. Bruce Stahly and seconded by Mark Mow. All were in favor.
- 10-0623-03**      **Approval of the Head Start and Early Head Start Training and Technical Assistance Grant (T/TA Grant)**  
A motion for approval was made by Dick Reese and seconded by Dan Towner. All were in favor.
- 10-0623-04**      **Approval of the Head Start Continuation Grant**  
A motion for approval was made by George Dyer and seconded by Dr. Jerry Thacker. All were in favor.
- 10-0623-05**      **Approval of the Organizational Chart for the Head Start Grantee Office**  
A motion for approval was made by Dr. Bruce Stahly and seconded by Joe Sabo. All were in favor.
- 10-0623-06**      **Approval of the Head Start and Early Head Start Service Area Plans and Policies and Procedures**
- **Education and Early Childhood Development**
  - **Child Health and Development**
  - **Children with Disabilities**
  - **Family and Community Partnership**
  - **Governance/Rules of Operation**
  - **Management System**
  - **Human Resources**
  - **ERSEA**
  - **Transportation**
- A motion for approval was made by Dick Reese and seconded by Joe Sabo. All were in favor.

**10-0623-07 Approval of the Self Assessment and child Outcomes Report**  
A motion for approval was made by Mark Mow and seconded by Dr. Jerry Thacker. All were in favor.

**10-0623-08 Approval to Conduct Annual Board Elections**  
A motion for approval was made by Dick Reese and seconded by Dr. Bruce Stahly. All were in favor.

**Election of Board President for 2010-2011 School Year**

A motion was made by Dr. Bruce Stahly for Dr. Jerry Thacker to hold the office of President and Joe Sabo the office of Vice President of the Consortium Board for the 2010-2011 school year. All were in favor.

**Election of Board Attorney for the 2010-2011 School Year**

A motion was made by Dr. Jerry Thacker and seconded by Dick Reese for Alison Fox to remain as the Consortium Board attorney for the 2010-2011 school year.

**Election of Board Fiscal Expert Representative for the 2010-2011 School Year**

A motion was made by Mark Mow and seconded by George Dyer recommending Dr. Bruce Stahly as the Fiscal Expert for the 2010-2011 school year. All were in favor.

**Election of Early Childhood Expert for the Consortium Board for the 2010-2011 School Year**

A motion was made by Dick Reese and seconded by Mark Mow recommending Jim DuBois as the Early Childhood Expert for the 2010-2011 school year. All were in favor.

**Election of Wages and Benefits Committee**

Dr. Bruce Stahly made a motion that a committee of three be formed to look at benefits and wages for employees. The committee would consist of himself, Joe Sabo, and Dick Reese. The motion was seconded by George Dyer. All were in favor.

**VIII. Adjournment**

A motion for adjournment was made by Dan Towner and seconded by Dick Reese. All were in favor.

**Respectfully submitted by  
Gayle Garrage**