



**Community Services of Northeast Texas, Inc.**



## CALL TO ASSEMBLY

*Please rise.*

- **Pledge of Allegiance (US)** *I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one nation, under God, indivisible, with liberty and justice for all.*
- **Pledge of Allegiance (Texas)** *Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*
- **Community Action Promise** *Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community, and we are dedicated to Helping People Help themselves and each other.*
- **Our Mission** *CSNT applies all available strategies enabling Northeast Texas families to lead improved, empowered, and self-reliant lives.*
- **Our Community Services Vision** *To be the leading organization in our region which empowers families to be self-reliant, educated, and healthy*
- **Our Head Start Vision** *To provide a system of education and encouragement which results in school-readiness for young children and their families*
- **Invocation**

# Board Meeting

March 22, 2022 @ 12:00 Noon

East Texas Enrichment Center

510 E. Bonham, Jefferson, TX 75657

*Rev. Ross Hyde, Board Chairman • Dan 'Lucky' Boyd, CCAP, NCRMT, Executive Director*

*If you need assistance with physical accessibility to the meeting, please call 903-756-5596 x 201*

## 1. Call Meeting to Order

## 2. Establishment of a Quorum

## 3. Approval of Agenda 3/22/22 ☪

## 4. Approval of Minutes 2/8/22 ☪

## 5. Chairman's Comments and Recognitions

## 6. Training/Presentations

A. Board Question – Berny Harris

## 7. Committee Reports and Information

A. Planning & Evaluation – No current report required

B. Personnel –No current report required

C. Finance – No current report required

D. Executive –No current report required

E. Nominating – No current report

F. By Laws- No current report

The Chair may make changes to committee rosters and/or develop new committees.

## 8. Action Items

A. **Discuss/Approve Audit** - Neil Phillips presents audit via Zoom ☪ OS 8.3 and OS 8.4

B. **Seat new board member(s), if any** ☪

C. **Approve Consent Agenda** ☪

- 1) Head Start/EHS Report..... (OS 5.9).....Berny Harris
- 2) Head Start/EHS PIR Report..... (OS 5.9) ..... Berny Harris
- 3) County Services Report..... (OS 5.9).....Heather Humphries
- 4) Service Department Report..... (OS 5.9) .....Tommy Hooper
- 5) HS Transportation Report..... (OS 5.9) ..... Tommy Hooper
- 6) VSN Report..... (OS 5.9) ..... Kelsey Nickleberry
- 7) Payee Report..... (OS 5.9) ..... Lauren Bean
- 8) TBRA Report..... (OS 5.9) .....Lauren Bean

D. **Discuss/Approve Succession Plan** ☪

E. **Discuss and/or Approve Self-Assessment Results 2022** ☪

**F. Discuss and/or Approve ERSEA Committee Action Items ☼**

- 1. Head Start Selection Criteria
- 2. Early Head Start Selection Criteria
- 3. Head Start Health History Form
- 4. Early Head Start Health History Form
- 5. Returning Student Form
- 6. Medical/Dental Home Form
- 7. Receipt of Handbook Form

**G. Discuss and/or Approve Updated Head Start Operating Manuals ☼**

- 1. Education Manual
- 2. Health Manual
- 3. Nutrition Manual

**9. Staff Reports**

A. Financial-1.2.3.4.5.6.7.8.9..... (OS 8.7) ..... Shelley Mitchell

**10. Executive Director’s Report**

**11. Discussion Items**

- A. Progress on Head Start Goals
  - 1. Head Start Program Goals 2021-2022
  - 2. Parent, Family and Community Engagement 2020-2021
  - 3. School Readiness Performance Data
- B. CLASS Data Winter 2022
- C. Assessment Data Winter 2022
  - 1. Circle Assessment Head Start
  - 2. Frog Street Assessment Early Head Start

**12. Audience Comments**

**13. Executive Session**

- A. Consultation between the board and its attorney in those instances in which the board seeks the Attorney’s advice with respect to pending or contemplated litigation, settlement offers, and other matters where the duty of the attorney to his client requires confidentiality
- B. Discussion with respect to the purchase, exchange, lease, or value of real property, negotiated contracts, and prospective gifts or donations to the organization, when such discussion, if made public, would have a detrimental effect on the negotiating position of the organization.
- C. Discussion with respect to matters involving the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of an officer or employee or to hear complaints or charges against such officer or employee, unless such officer or employee requests a public session.
- D. Discussion with respect to any matter specifically made confidential by law or regulation. Any other exception available by state law

**14. Required Action from Executive Session**

**15. Adjourn Board Meeting**

☼ Requires Board Vote