



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**

Special Board Meeting

Thursday November 3, 2022 @ 12:00 Noon

Linden Community Center

301 East Houston, Linden Texas 75563

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 11/3/22 *

4. Approval of Minutes 9/27/22, 10/13/22, 10/25/22 *

5. Chairman's Comments and Recognitions

6. Training/Presentations

A. Board Roles and Responsibilities – 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 –Committee Scheduled to meet at 11:30am, 11.3.2022, for slate of nominees for 2023 Board Officers

F. By Laws- No current report

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

8. Action Items

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

Meagan Kirkland to be seated as appointee for LEDC

B. Approve Consent Agenda*

- 1) Head Start/EHS & PIR Reports..... (OS 5.9).....Berny Harris
- 2) Head Start Standard Operating Procedures.....Berny Harris
- 3) Head Start Standard Operating Manuals & FormsBerny Harris
- 4) Financial Policies, Procedures, and Financial Code of Conduct.....Berny Harris
- 5) Personnel Policies & Procedures..... Berny Harris
- 6) Job Descriptions.....Berny Harris
- 7) Updated Volunteer Rates.....Berny Harris
- 8) 2023 Community Assessment Update.....Berny Harris
- 9) Disability Waiver Grant #06CH011282/04.....Berny Harris
- 10) County Services Report.....(OS 5.9)..... Michelle Morehead
- 11) Human Resource Report.....(OS 5.9).....Charlotte Hall
- 12) Payee Report..... (OS 5.9)Savannah Coates
- 13) Service & HS Transportation Reports..... (OS 5.9)Tommy Hooper

9. Staff Reports

A. Financial-1.2.3.4.5.6.7.8.9.10.11.....(OS 8.7) Shelley Mitchell

10. Executive Director’s Report

11. Discussion Items

- A. Fall 2022 Circle Assessment Data
- B. Date of Annual Meeting in December

12. Audience Comments

13. Executive Session –

The board will enter executive session pursuant to Section 551.001(1)(2)(3)(J), and Section 551.074(1)(2) of the government code.

Entered Executive Session: Time
 Motion
 Second

Discuss continued employment or possible termination of the Executive Director

Adjourn Executive Session: Time
 Motion
 Second

- 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