



**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

May 24, 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 5/24/22

## 4. Approval of Minutes 4/26/22

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

B. **Approve Consent Agenda**

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

C. **Discuss/Approve** Cost Allocation revisions regarding Indirect Cost Rate

D. **Discuss/Approve** Resolution for Bank Account – LIHWAP (Low Income Home Water Assistance) program

E. **Discuss/Approve** Head Start/Early Head Start 2.28% COLA Increase #06CH011282/03 \$94,624 (Head Start \$89,350) and (Early Head Start \$5,274)

F. **Discuss/Approve** Head Start/Early Head Start Quality Funds #06CH011282/03 \$25,472 (Head Start \$24,200) and (Early Head Start \$1,272)

G. **Discuss/Approve** Head Start/Early Head Start Continuation Grant #06CH011282/04 \$5,394,929 (\$4,270,305, \$45,638 T&TA, Non Federal Share \$1,078,986)

1. Head Start \$5,091,006 (\$4,072,805, \$40,381 T&TA, Non-Federal Share \$1,018,201)
2. Early Head Start \$303,923 (\$243,138, \$5,257 T&TA, Non-Federal Share \$60,785)

- H. Discuss/Approve 2022-2023 Parent Handbook**
- I. Discuss/Approve Nutrition Menus 2022 - 2023**
- J. Discuss/Approve 2022 – 2023 School Calendars**
  1. New Boston Head Start
  2. Hughes Springs Early Head Start

**9. Staff Reports**

- A. Financial-1.2.3.4.5.6.7.8.9.10..... (OS 8.7) ..... Shelley Mitchell

**10. Executive Director’s Report**

**11. Discussion Items**

- A. Hughes Springs Early Head Start Calendar 2021-2022
- B. Circle Assessment Wave 3 Data Spring 2021-2022
- C. School Readiness Performance Data Spring 2021-2022
- D. PFCE Goals Progress Spring 2021-2022
- E. Program Goals Progress Spring 2021-2022
- F. Financial Audit FY 2021
- G. ERSEA Operating Manual Change
- H. IRS Form 990 has been completed and is available for Board Members to review. It is also posted on the agency website for public review. (OS 8.6)

**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