



## 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

Tuesday, March 25, 2025 @ 12:00 Noon

ETEC

510 Bonham, Jefferson, Texas 75657

*Cecelia Huff, Board Chairperson*

*Michelle Morehead, CCAP, NCRT, NCRI, Chief Executive Officer*

*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 3/25/2025 \*

## 4. Approval of Minutes 2/25/2025 Meeting

## 5. Chairman's Comments and Recognitions

## 6. Training

ERSEA - Misty VanHooser

CTE Partnership – Michelle Morehead and Atlanta ISD

## 7. Committee Reports and Information

- A. Planning & Evaluation – Committee should meet as soon as possible.
- B. Personnel – Committee should meet as soon as possible.
- C. Finance – Committee should meet as soon as possible.
- D. Executive – This Committee meets only when necessary.
- E. Nominating – This Committee meets annually in October.
- F. By Laws- Committee should meet as soon as possible.

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

**\*\*Committees, other than Executive Committee, get named by the Board Chairperson**

## 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) Community Services Report.....(OS 5.9).....Amy Perales
- 3) Human Resource Report.....(OS 5.9).....Michelle Morehead
- 4) Service & HS Transportation Reports..... (OS 5.9) .....Robert Norton
- 5) Information Technology Report.....(OS 5.9).....David Buford

### C. Discuss/Approve Self-Assessment Results 2025 - Berny Harris

### D. Discuss/Approve ERSEA Form Changes - Misty VanHooser

- 1. File Checklist
- 2. Orientation/Handbook
- 3. Returning Health History
- 4. Returning Student Update

5. TB & Lead
6. Health History
7. Health History – EHS
8. Income Calculation Worksheet
9. Form 2935
10. EHS Transition Form
11. Selection Criteria
- E. Discuss/Approve 2025-2026 School Menus - Susan Horner**
- F. Discuss/Approve Pursuing the USDA/CACFP Contract 2025-2026 - Berny Harris and Susan Horner**

## **9. Staff Reports**

- 1) Financial Reports -1.2.3.4.5.6.7.8.9.10..... (OS 8.7) ..... Shelley Mitchell

## **10. Chief Executive Officer's Report**

### **11. Discussion Items**

**A. Discuss Accounting Software RFP and Award - Michelle Morehead and Bernie Yancey**

**B. Discuss Winter Progress on Head Start Goals – Berny Harris**

1. Head Start Program Goals 2024-2025
2. Parent, Family, and Community Engagement 2024-2025
3. School Readiness Performance Data 2024-2025

**C. Discuss Scheduling Committee Meetings – Michelle Morehead**

## **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 codes

### **Human Resources Personnel**

- 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

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