



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, May 20, 2025 @ 12:00 Noon

ETEC

510 Bonham, Jefferson, Texas 75657

Cecelia Huff, Board Chairperson

Michelle Morehead, B.S., CCAP, NCRT, NCRI, Chief Executive Officer

If you need assistance with physical accessibility to the meeting, please call 430-218-8277

1. Call Meeting to Order

2. Establishment of a Quorum

3. Approval of Agenda 5/20/2025*

4. Approval of Minutes 4/22/2025*

5. Chairman's Comments and Recognitions – Birthdays: DR- May 1st

6. Training

Public Meetings – Karen Keith, TDHCA

7. Committee Reports and Information

- A. Planning & Evaluation – Committee met on April 10, 2025.
- B. Personnel – Committee met on April 10, 2025.
- C. Finance – Committee met on April 10, 2025.
- D. Executive – This Committee meets only when necessary.
- E. Nominating – This Committee meets annually in October.
- F. By Laws- Committee met on April 10, 2025.
- G. Head Start Strategic Planning Committee met. This will be discussed in Action Item 8.

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*

We currently have a full board of directors; no new members at this time.

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).....Jim Howard
- 4) Service & HS Transportation Reports.....(OS 5.9)Robert Norton
- 5) Information Technology Report.....(OS 5.9).....David Buford
- 6) Financial Reports.....Shelley Mitchell

C. Discuss/Approve Cost Allocation Plan

D. Discuss/Approve Head Start Continuation Grant #06CH012925/02 \$6,003,319 (\$4,757,017, T&TA \$45,638, NFS \$1,200,664, ICP \$593,998) See Justification Documents – ISD Partnership or Convert (17) Preschool Slots to (8) EHS Slots

- a. Approve Change in Scope Amended Head Start Grant #06CH012925/01 for a conversion of (17) Preschool enrollment slots to (8) Early Head Start slots starting August 1, 2025:

Head Start Preschool Enrollment 465 to 448

Early Head Start Enrollment 16 to 24

E. Discuss/Approve 2026 CSBG (Community Services Block Grant) CAP (Community Action Plan)

F. Discuss/Approve Consideration and possible approval of hiring Ann Manning and the Underwood Law Firm to serve as legal counsel for CSNT

G. Discuss/Approve CSNT Employee Handbook (Policies and Procedures)

H. Discuss/Approve Strategic Plan including Program Goals 2025-2026

9. Staff Reports

Staff Reports are located under the consent agenda this month.

10. Chief Executive Officer's Report

11. Discussion Items

A. Discuss Spring Progress Report for the 2024-2025 Head Start Program Goals

12. Audience Comments

13. Executive Session

Reminder: According to Robert's Rules of Order, the minutes from Executive Session are reviewed and approved exclusively by those members who were present at the session. While there's an option to share the minutes with all members, the confidentiality of the discussions must be preserved.

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

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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