

Community Services of Northeast Texas, Inc.
Head Start Policy Council Meeting Minutes
Tuesday, January 28, 2020 9:15 am
Linden Administration Offices
304 East Houston Street
Linden, Texas

PC Attendance	Campus	Title	Sep-19	Oct-19	Dec-19	Jan-20
Chairperson - Cecelia Huff			x		x	x
Vice Chairperson - Denise Hill			x			
Secretary - Latavius Jones			x			x
Brenda Swisher	Board Liaison/CC	Representative	x	x	x	x
Cecelia Huff	Bowie County	Representative	x	x	x	x
LaTronya Andrews	Atlanta	Representative	x			x
LaKetha Steger	Atlanta	Alternate				
Madeline McGill	Bloomburg	Representative	x			
Latoya Jones	Bloomburg	Alternate	x		x	
Peggy Peters	D/LS	Representative	x	x		x
Tiandra Lee	D/LS	Alternate				
Maria Bello	Hughes Springs	Representative	x			
Eva Reese	Hughes Springs	Alternate				
LaTrina Castleberry	Linden	Representative				
Maria Castillo	Linden	Alternate	x	x		
Denise Hill	Naples	Representative	x	x		
Nickie Carrillo	Naples	Alternate				
Candice Mendez	New Boston	Representative	x	x	x	
Madison Cooper	New Boston	Alternate				
Martavius "Lamont" Jones	Pittsburg	Representative	x			x
Chandra Sheppard Duffey	Pittsburg	Alternate				
Teresa Davis	Texarkana	Representative	x			
Jessica Chauncy	Texarkana	Alternate				

Others in attendance: CSNT Staff: Bernadette Harris, Charlotte Hall, Sarah Wilson, Susan Horner, Shirley Baker and Felicia Williams

1. Call to Order: The meeting was called to order by Cecelia Huff, Policy Council Chairperson at 9:25 am, January 28, 2020, in the Linden Administrative Conference Room.

2. Recognize New Policy Council Members: None

3. Establishment of Quorum:

Quorum was established with the following Policy Council Members present: Cecelia Huff, Martavius Jones, Peggy Peters, Brenda Swisher and LaTronya Andrews.

4. Approval of Agenda:

Members reviewed the agenda. Peggy Peters moved to accept the agenda as presented. This motion was seconded by Martavius Jones. The motion was put to a vote with a majority of members voting in favor of by signaling aye. The motion carried.

5. Approval of Minutes from December 3, 2019:

Martavius Jones moved to accept the minutes of the December 3, 2019 meeting as presented. The motion was seconded by Peggy Peters. The motion was put to a vote with a majority of members voting in favor of by signaling aye. The motion carried.

6. Presentations:

A. Naples Head Start – Felicia Williams

Felicia Williams, Naples Head Start, Campus Director/Family Service Worker presented a video on Little Red Hen.

B. Policy Council Question - Bernadette Harris

Ms. Huff asked the questions “What is School Readiness? How do we share School Readiness Data?”. The members answered the questions. Berny stated that she would start sending out a one page fact sheet each month.

7. Reports:

A. Financial Report

Bernadette Harris gave the report as presented.

B. Head Start Report

Bernadette Harris gave the Head Start Report as presented.

C. Executive Directors Report

None

8. Committee Reports:

A. Appoint Committee Members

a. School Readiness Committee Meeting:

Bernadette Harris reviewed items discussed at the School Readiness Committee Meeting.

b. ERSEA Committee Meeting:

Bernadette Harris reviewed items discussed at the ERSEA Committee Meeting.

c. Self-Assessment Committee Meeting:

The meeting will be held Wednesday, January 29, 2020.

9. Action Items:

None

10. Discussion Items:

A. Discuss Detailed Monitoring Results

Bernadette Harris reviewed the Detailed Monitoring Results as presented.

B. Discuss Progress on Program Goals 2019-2020

Bernadette Harris discussed the Program Goals as presented.

C. Discuss Progress on Parent, Family and Community Engagement Goals 2019-2020

Bernadette Harris discussed the Parent, Family and Community Engagement Goals as presented.

11. Audience Comments:

None

12. Executive Session:

Martavius Jones moved for Policy Council to go into Executive Session at 10:22 am.
Peggy Peters seconded the motion.

Discuss new hires, terminations, transfers and employee matters of a confidential nature.

Martavius Jones made a motion to come back into regular session at 10:25 am.
Peggy Peters seconded the motion.

13. Required Action from Executive Session:

A motion was made by Brenda Swisher to accept new hires, transfers, and terminations as presented. The motion was seconded by Peggy Peters. There was no discussion of the matter. The motion was put to a vote with a majority of members voting in favor of by signaling aye. The motion carried.

14. Adjourn:

A motion to adjourn was made by Brenda Swisher at 10:26 am. The motion was seconded by Martavius Jones.

Minutes Submitted by: Sarah Wilson

Minutes approved by: