





**Community Services of Northeast Texas, Inc.**  
**Head Start**  
**Policy Council Meeting**  
**Tuesday, August 25, 2020 9:00 am**  
**Linden Administrative Kaufman Offices**  
**123 Kaufman**  
**Linden, Texas 75563**  
**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 (TX)** – *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 CSNT Mission** – *CSNT applies all available strategies enabling Northeast Texas families to lead improved, empowered, and self-reliant lives.*

 **Our Head Start Vision** – *To provide a system of education and encouragement which results in school-readiness for young children and their families.*

### Invocation

1. **Call Meeting to Order**
2. **Recognize New Policy Council Members**
3. **Establishment of Quorum**
4. **Approval of Agenda**
5. **Approval of Minutes for June 23, 2020**
6. **Presentations**  
Will resume in the September Meeting
7. **Reports**
  - A. Financial Report Shelley Mitchell
    - a. Head Start Financial Report July and August 2020
    - b. Credit Usage Report July and August 2020
    - c. CACFP Financial Report July and August 2020
  - B. Head Start Director Report Bernadette Harris
    - a. Head Start Report July and August 2020
  - C. Executive Director Report Dan Boyd
8. **Committee Reports**
  - A. Appoint Committee Member(s)

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**9. Action Items**

- A. Discuss and/or Approve Updated Head Start/Early Head Start Conversion Grant #06CH011282/01 \$5,182,281 (\$4,145,825 Non Federal Share \$1,036,457)
  - a. Prorated Head Start \$831,305 (\$665,044 Non-Federal Share - \$166,261)
  - b. Prorated Early Head Start \$68,474 (\$68,474 Non-Federal Share \$17,119)
- B. Discuss and/or Approve Updated Head Start/Early Head Start Continuation Grant #06CH011282/02 \$5,182,281 (\$4,145,825 Non Federal Share \$1,036,457)
  - a. Head Start \$4,890,026 (\$3,912,021 Non-Federal Share - \$978,005)
  - b. Early Head Start \$292,255 (\$233,804 Non-Federal Share \$58,451)
- C. Discuss and/or Approve Early Head Start Expansion Grant 2021-2022 \$1,138,209 (\$1,138,209 Non Federal Share \$284,552)
- D. Discuss and/or Approve Remote Learning Plan
- E. Discuss and/or Approve Updated Policies and Procedure – Emergency Statement
- F. Discuss and/or Approve Daily Weekly Monthly Duties Form

**10. Discussion Items**

- A. Discuss 2020-2021 School Readiness Goals
- B. Discuss Calendar Changes 2020-2021

**11. Audience Comments**

**12. Executive Session**

**A. Personnel**

**1. New hires and terminations**

Discussion with respect to any matter specifically made confidential by law or regulation. Topics may include, but are not limited to: Approval of new hires, terminations, and employee matters of a confidential nature.

**13. Required Action from Executive Session**

**14. Adjourn**