

Community Services of Northeast Texas, Inc.
Head Start Policy Council Meeting Minutes
Tuesday, August 24, 2021 9:00 am
Linden Administrative Kaufman Offices
123 Kaufman
Linden, Texas
Zoom

| PC Attendance | Campus | Title | Sep-20 | Oct-20 | Dec-20 | Jan-21 | Feb-21 | Mar-21 | Apr-21 | May-21 | Jun-21 | Jul-21 | Aug-21 | | | |
|--|------------------|----------------|--------|--------|--------|--------|-------------------------------------|--------|--------|--------|------------|------------|--------|--|--|---|
| Chairperson - Cecelia Huff | | | x | x | x | x | No Meeting due to Inclement Weather | x | x | | No Meeting | No Meeting | x | | | |
| Vice Chairperson - Ashley Roberts | | | x | | | | | | | | | | | | | |
| Secretary - Marsha Luong | | | x | x | | | | | | | | | | | | |
| Brenda Swisher | Board Liaison/CC | Representative | x | x | | | | | | | | | | | | |
| Cecelia Huff | Bowie County | Representative | x | x | x | x | | x | x | | | | | | | x |
| Marsha Luong | Atlanta | Representative | x | x | | | | | | | | | | | | |
| Whitney Graham(03/23/21) | Atlanta | Representative | | | | | | | x | | | | x | | | |
| Audrey Maxie | Atlanta | Alternate | | | x | | | | | | | | | | | |
| Anita Sullivan | Bloomburg | Representative | | x | | x | | | | x | | | | | | |
| Courtney Stewart | Bloomburg | Alternate | | | | | | | | | | | | | | |
| Amber White | D/LS | Representative | | | | | | | | | | | | | | |
| Peggy Peters | D/LS | Alternate | | | x | x | | | x | | | | x | | | x |
| Tanesha Jones | Hughes Springs | Representative | | | | | | | | | | | | | | |
| Matthew Bonaparte | Hughes Springs | Alternate | | | | | | | | | | | | | | |
| Ashley Roberts | Naples | Representative | x | | x | | | | | | | | | | | |
| Alvita Moore | Naples | Alternate | | | | | | | | | | | | | | |
| Raven Martinez | New Boston | Representative | x | x | x | | | | | x | | | x | | | x |
| Karlisha Bland | New Boston | Alternate | | | | | | | | | | | | | | |
| Gisel Garcia | Pittsburg | Representative | | x | | | | | x | x | | | | | | |
| Jessica Butler 12-8-2020 | Pittsburg | Alternate | | | x | | | | | | | | | | | |
| Charmaine Jones | Texarkana | Representative | | | | | | | | | | | | | | |
| Dneishia Bruce | Texarkana | Alternate | | | | | | | | | | | | | | |

Others in attendance: CSNT Staff: Dan Boyd, Bernadette Harris, Bridgette Parton, Charlotte Hall, Michelle Morehead and Shelley Mitchell.

1. Call to Order:

The meeting was called to order by Cecelia Huff, Policy Council Chairperson at 9:17 am, August 24, 2021, on a Zoom call due to COIVD-19.

2. Recognize New Policy Council Members:

None

3. Establishment of Quorum:

Quorum was established with the following Policy Council Members present: Cecelia Huff, Peggy Peters and Raven Martinez.

4. Approval of Agenda:

Members reviewed the agenda. Peggy Peters moved to accept the agenda with removing training. This motion was seconded by Raven Martinez. 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 May 25, 2021:

Peggy Peters moved to accept the minutes of the May 25, 2021 meeting as presented. The motion was seconded by Raven Martinez. 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. Training
None

7. Reports:

A. Financial Report

Shelley Mitchell gave the report as presented.

B. Head Start Report

Bernadette Harris gave the Head Start/Early Head Start Report as presented.

C. Executive Directors Report

None

8. Committee Reports:

A. Appoint Committee Members

None

9. Action Items:

A. Discuss and/or Approve Personnel Policy 412 – Additional Pay

Peggy Peters moved to approve the Personnel Policy 412 – Additional Pay as presented. The motion was seconded by Raven Martinez. The motion was put to a vote with a majority of members voting in favor of by signaling aye. The motion carried.

B. Discuss and/or Approve Tooth Brushing Policy Addendum

Peggy Peters approved the Tooth Brushing Policy Addendum as presented. The motion was seconded by Raven Martinez. The motion was put to a vote with a majority of members voting in favor of by signaling aye. The motion carried.

- C. Discuss and/or Approve CSNT Annual Report**
Tabled until next month

10. Discussion Items:

- A. Discuss Final PIR Head Start and Early Head Start 2020 - 2021**
Bernadette Harris the Final Report.

11. Audience Comments:
None

12. Executive Session:

Raven Martinez made a motion to go into Executive Session at 9:29 am. Peggy Peters seconded the motion. The motion was put to a vote with a majority of members voting in favor of by signaling aye. The motion carried.
Raven Martinez made a motion to return to regular session at 9:33 am. Peggy Peters seconded the motion. The motion was put to a vote with a majority of members voting in favor of by signaling aye. The motion carried.

13. Required Action from Executive Session:

Raven Martinez moved to accept, new hires, transfers and terminations as presented. Peggy Peters seconded the motion. 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 Raven Martinez at 9:34 am. The motion was seconded by Peggy Peters.

Minutes Submitted by: Bridgette Parton

Minutes approved by: