




Community Services of Northeast Texas, Inc.
Head Start
Policy Council Meeting
Tuesday, September 28, 2021 9:00 am
Linden Administrative Offices
304 East Houston
Linden, Texas


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.*

 **Our CSNT Mission** – *CSNT applies all available strategies enabling Northeast Texas families to lead improved, empowered, and self-reliant lives.*

 **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 Head Start Mission** – *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 August 24, 2021**
6. **Presentations**
 - A. Head Start Policy Council Orientation – Training/ History of Head Start Bernadette Harris
7. **Reports**
 - A. Financial Report Shelley Mitchell
 - a. Head Start Financial Report September 2021
 - b. Credit Usage Report September 2021
 - c. CACFP Financial Report September 2021
 - B. Head Start Director Report Bernadette Harris
 - a. Head Start Report September 2021
 - b. PIR Report September 2021
 - C. Executive Director Report Dan Boyd

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8. Actions Items

- A. Nominations/Elections of New 2021-2022 Policy Council Officers
- B. Set Date and Time for Policy Council Meetings
- C. Discuss and/or Approve Meeting Date Changes
 - a. November and December – December 7, 2021
- D. Discuss and/or Approve CSNT Annual Report
- E. Discuss and/or Approve Policy Council By-Laws
- F. Discuss and/or Approve Head Start/Early Head Start 06CH011282/02 Estimated Budget Revision
 - 1. 10% De Minimis Pro Rated Cost Rate
 - 2. Equipment Line Item Purchase of Bus to increase from \$61,000 to \$63,000
- G. Discuss and/or Approve Continuation Grant Application for Head Start/Early Head Start 06CH011282/03 for a total of \$5,244,808 with \$415,021 in the Indirect Cost Line-Item (10% De Minimis)
- H. Discuss and/or Approve Personnel Policy 723 Office Decorations

9. Committee Reports

- A. Appoint Committee Members

10. Discussion Items

None

11. Audience Comments

12. Executive Session

A. Training – New Hires and Terminations

Bernadette Harris

B. 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 confidential nature.

13. Required Action from Executive Session

14. Adjourn