




**Community Services of Northeast Texas, Inc.**  
**Head Start**  
**Policy Council Meeting**  
**Tuesday, March 22, 2022 9:00 am**  
**Linden Administrative Kaufman Building Offices**  
**123 Kaufman**  
**Linden, Texas**  
**ZOOM Video/Call**


**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 February 8, 2022**
6. **Presentations**
  - A. **Policy Council Question** **Bernadette Harris**
7. **Reports**
  - A. **Financial Report** **Shelley Mitchell**
    1. **Head Start Financial Report March 2022**
    2. **Early Head Start Report March 2022**
    3. **Credit Usage Report March 2022**
    4. **CACFP Financial Report March 2022**
  - B. **Head Start Director Report** **Bernadette Harris**
    1. **Head Start Report March 2022**

**Community Services of Northeast Texas, Inc.**  
**Head Start**  
**Policy Council Meeting**  
**Tuesday, March 22, 2022 9:00 am**  
**Linden Administrative Kaufman Building Offices**  
**123 Kaufman**  
**Linden, Texas**  
**ZOOM Video/Call**

- 2. Early Head Start Report March 2022
- 3. Head Start PIR March 2022
- 4. Early Head Start PIR March 2022

**C. Executive Director Report**

**Dan Boyd**

**8. Committee Reports**

- A. Appoint Committee Member(s)
- B. Committee Reports
  - 1. Self-Assessment Committee Meeting

**9. Action Items**

- A. Discuss and/or Approve Self-Assessment Results 2022
- B. Discuss and/or Approve ERSEA Committee Action Items
  - 1. Head Start Selection Criteria
  - 2. Early Head Start Selection Criteria
  - 3. Head Start Health History Form
  - 4. Early Head Start Health History Form
  - 5. Returning Student Form
  - 6. Medical/Dental Home Form
  - 7. Receipt of Handbook Form
- C. Discuss and/or Approve Updated Head Start Operating Manuals
  - 1. Education Manual
  - 2. Health Manual
  - 3. Nutrition Manual

**10. Discussion Items**

- A. Discuss Progress on Head Start Goals
  - 1. Head Start Program Goals 2021-2022
  - 2. Parent, Family and Community Engagement 2021-2022
  - 3. School Readiness Performance Data 2021-2022
- B. Discuss CLASS Data Winter 2022
- C. Discuss Assessment Data Winter 2022
  - 1. Circle Assessment Head Start
  - 2. Frog Street Assessment Early Head Start

**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**