

**Community Services of Northeast Texas, Inc.  
Head Start Policy Council Meeting Minutes  
Wednesday, December 7, 2022 9:00 am  
Linden Community Building  
301 East Houston Street  
Linden, Texas**

PC Attendance	Campus	Title	Sep-22	Oct-22	Dec-22
<b>Chairperson - Cecelia Huff</b>			x	x	x
<b>Vice Chairperson - Martavius Jones</b>			x		
<b>Secretary - Carlos Johnson</b>			x	x	x
Cecelia Huff	Board Liaison/BC	Representative	x	x	x
Sheran West	Morris County	Representative	x		x
Mary Hurd	Atlanta	Representative	x		
La'Kimya Pinson	Atlanta	Alternate			
Marissa Jones	Bloomburg	Representative	x		
Megan Hervey	Bloomburg	Alternate	x	x	x
Kathrine Smith	D/LS	Representative			
Krista Huffman	D/LS	Alternate			
Chyenne Battensby	Hughes Springs EHS	Representative	x	x	x
Sonia Abbasi	Hughes Springs EHS	Alternate			
	Naples	Representative			
	Naples	Alternate			
Carlos Johnson	New Boston	Representative	x	x	x
Vicki Taylor	New Boston	Alternate			
Martavius Jones	Pittsburg	Representative	x		
Tara Petty	Pittsburg	Alternate		x	
	Texarkana	Representative			
Ramisha Jeffery	Texarkana	Alternate			

**Others in attendance: CSNT Staff:** Bernadette Harris, Bridgette Parton, Crew Dykes, Charlotte Hall, Shirley Baker, Susan Horner and Patricia Richardson

**1. Call to Order:**

The meeting was called to order by Cecelia Huff, Policy Council Chairperson at 9:08 am, December 7, 2022, in the Linden Community Building.

**2. Recognize New Policy Council Members:**

None

**3. Establishment of Quorum:**

Quorum was established with the following Policy Council Members present: Cecelia Huff, Chyenne Battensby, Megan Hervey, Carlos Johnson and Sheran West.

#### **4. Approval of Agenda:**

Members reviewed the agenda. Presentation 6A will be moved to the January 24, 2023 meeting. Chyenne Battensby moved to accept the agenda with moving Presentation 6A to January 24, 2023 meeting. This motion was seconded by Carlos Johnson. 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 October 25, 2022:**

Sheran West moved to accept the minutes of October 25, 2022 meeting as presented. The motion was seconded by Chyenne Battensby. 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. Eligibility Final Rule Training**

Moved to January 24, 2023

##### **B. 2022 Detailed Monitoring Questions**

Shirley Baker interviewed the Policy Council Members and asked the focus area two questions.

#### **7. Reports:**

##### **A. Financial Report**

Bernadette Harris gave the Financial 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**

None

#### **9. Action Items:**

##### **A. Discuss and/or Approve Disposition of two Head Start Buses Grant#06CH011282/04**

Bernadette Harris reviewed the bus disposition as presented. Chyenne Battensby moved to approve the Disposition of two Head Start Buses Grant#06CH011282/04 as presented. Carlos Johnson seconded the motion. The motion was put to a vote with a majority of members voting in favor by signaling aye. The motion carried.

#### **10. Discussion Items:**

##### **A. Discuss School Readiness Performance Fall 2022 Data**

Bernadette Harris reviewed the School Readiness Performance Fall 2022 Data as presented.

##### **B. Discuss Parent, Family and Community Engagement Fall 2022 Progress**

Bridgette Parton reviewed the Parent, Family and Community Engagement Fall 2022 Progress as presented.

**11. Audience Comments:**

None

**12. Executive Session:**

Chyenne Battensby moved for Policy Council to go into Executive Session at 9:55 am. Megan Hervey seconded the motion.

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

Chyenne Battensby made a motion to come back into regular session at 10:00 am. Carlos Johnson seconded the motion.

**13. Required Action from Executive Session:**

A motion was made by Chyenne Battensby to accept new hires, transfers, and terminations as presented. The motion was seconded by Carlos Johnson. 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 Sheran West at 10:01 am. The motion was seconded by Chyenne Battensby.

**Minutes Submitted by: Bridgette Parton**

**Minutes approved by:**