

**Community Services of Northeast Texas, Inc.**  
**Head Start Policy Council Meeting Minutes**  
**Tuesday, March 25, 2025 9:00 am**  
**Head Start Management Building**  
**124 N Main St**  
**Linden, Texas**

PC Attendance	Campus	Title	Sep-24	Oct-24	Dec-24	Jan-25	Feb-25	Mar-25
<b>Chairperson - Teresa Thompson</b>			x	x	x		x	X
<b>Vice Chairperson - Emily Capps</b>			x		x			X
<b>Secretary - Jasmine Collier</b>			x	x	x			
Teresa Thompson	Morris County	Representative	x	x	x		x	X
Martavius Jones	Camp County	Representative		x			x	
Lauren English	Atlanta	Representative					x	
VACANT	Atlanta	Alternate						
Heather Lundy	Bloomburg	Representative	x		X			
Makenzie Kidd	Bloomburg	Alternate						
T'yana Rider	D/LS	Representative		x	x		x	X
Makahila Reeves	D/LS	Alternate						
Nellie McKelvy	Hughes Springs	Representative						
Jessica Benton (10/22/24)	Hughes Springs	Representative		x	x			
Sara Martinez	Hughes Springs	Alternate					X	
Tamerra Jackson	Hughes Springs EHS	Representative						
Suzanne Taber	Hughes Springs EHS	Alternate						
Lauren Pace	Hughes Springs ISD	Representative			x			
Lindsey High	Hughes Springs ISD	Alternate						
Jasmine Collier	Naples	Representative	x	x	x			
Robyn Goins	Naples	Alternate						
Emily Capps	New Boston	Representative	x		x			X
Crystal Nabors	New Boston	Alternate						
Cherie Hooks	New Boston	Alternate						
Barbara Hill-Pipkens	Pittsburg	Representative						X
David Chustz	Pittsburg	Alternate						
Quaezsha Arnold	Texarkana	Representative			x			
VACANT	Texarkana	Alternate						

**Others in attendance: CSNT Staff:** Bernadette Harris, Bernard Yancey, Susan Horner, Shelley Mitchell, Misty Van Hooser, Frances Evans

**1. Call to Order:**

The meeting was called to order by Teresa Thompson, Policy Council Chairperson at 9:05 am, March 25, 2025, in the Head Start Management Building Conference Room.

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

Barbara Hill-Pipkins – Pittsburg Head Start Representative

**3. Establishment of Quorum:**

Quorum was established with the following Policy Council Members present: Teresa Thompson, Emily Capps, Barbara Hill-Pipkins, T'yana Rider

**4. Approval of Agenda:**

Members reviewed the agenda. Barbara Hill-Pipkins moved to accept the agenda as presented with the changes to training. This motion was seconded by T'yana Rider. 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 December 10, 2024:**

Barbara Hill-Pipkins moved to accept the minutes of the Feb. 25, 2025 meeting as presented. The motion was seconded by T'yana Rider. 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. Policy Council Self-Assessment Facts – Bernadette Harris**

Bernadette spoke on the importance of Self-Assessment. It is a chance to look at ourselves to see what is going well and an opportunity for staff to make recommendations for improvements. It also finds any areas of weakness and allows the program to follow-up and correct. The Self-Assessment goes with the completed Grant application.

**7. Reports:**

**A. Financial Report**

Shelley Mitchell gave the financial report as presented.

**B. Head Start Report**

Bernadette Harris gave the Head Start Report as presented.

**C. Executive Directors Report**

Bernie Yancey, Deputy Executive Director stated there were no reports at this time.

## **8. Committee Report:**

### **A. Appoint Committee Members**

None

### **B. Committee Reports**

#### **1. ERSEA Committee Meeting –**

Misty Van Hooser gave report on meeting. All new forms were voted on at this meetings and will be voted on later in this meeting.

#### **2. Self-Assessment Committee Meeting -**

Bernadette Harris gave report on meeting. Some small editing was made to self-assessment report. Went through each step of Self-Assessment. Final report will be discussed late on the agenda.

## **9. Action Items:**

### **A. Discuss and/or Approve Self-Assesment Results 2025**

Bernadette Harris Discussed and Reviewed the Self-Assessment Results. Barbara Hill-Pipkens moved to approve the Self-Assessment Results as presented. The motion was seconded by T'yana Rider. The motion was put to a vote with a majority of members voting in favor by signaling aye. The motion carried.

### **B. Discuss and/or Approve ERSEA form changes**

Misty Van Hooser discussed and reviewed the ERSEA form changes. T'yana Rider moved to approve the ERSEA form changes as presented. The motion was seconded by Emily Capps. The motion was put to a vote with a majority of members in favor by signaling aye. The motion carried.

### **C. Discuss and/or Approve 2025-2026 School Menus**

Susan Horner Discussed and Reviewed the 2025-2026 School Menus. Emily Capps moved to approve the 2025-2025 School menus as presented. The motion was seconded by Barbara Hill-Pipkens. 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 the Head Start Program Goals 2024-2025**

Bernadette Harris Reviewed and Discussed the Head Start Program Goals 2024-2025

### **B. Discuss Parent, Family, and Community Engagement School Readiness Goals 2024-2025**

Misty Van Hooser Discussed and reviewed the PFCE goals 2024-2025.

### **C. Discuss Head Start School Readiness Performance Data 2024-2025**

France Evans Reviewed and Discussed the School Readiness Performance Data 2024-2025.

### **D. Discuss Financial Audit**

Bernadette Harris discussed the financial audit.

**11. Audience Comments:**

Bernadette Harris discussed changes coming up next school year. She stated more details would be provided at the April meeting. Emily Capps asked if any other districts had been considered to partner with New Boston. Stated parents wanted to help in any way possible. Bernadette Harris and Bernie Yancey answered her question.

**12. Executive Session:**

None

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

None

**14. Adjourn:**

A motion to adjourn was made by Barbara Hill Pipkens at 10:06 am. The motion was seconded by T'yana Rider.

**Minutes Submitted by: Misty Van Hooser**

**Minutes approved by:**