



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 (Texas)**

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 Mission**

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

- **Our Community Services Vision**

To be the leading organization in our region which empowers families to be self-reliant, educated, and healthy

- **Our Head Start Vision**

To provide a system of education and encouragement which results in school-readiness for young children and their families

- **Invocation**

Board Meeting

Tuesday, February 25, 2025 @ 12:00 Noon

ETEC

510 Bonham, Jefferson, Texas 75657

Cecelia Huff, Board Chairperson

Michelle Morehead, CCAP, NCRT, NCRI, Executive Director

If you need assistance with physical accessibility to the meeting, please call 903-756-5596 x 201

1. Call Meeting to Order

2. Establishment of a Quorum

3. Approval of Agenda 2/25/2025 *

4. Approval of Minutes 12/10/2024 Meeting

5. Chairman's Comments and Recognitions

6. Training

Audit- Neil Phillips

2024 Highlights Presentation by Michelle Morehead

7. Committee Reports and Information

- A. Planning & Evaluation – Committee should meet before the March 2025 meeting.
- B. Personnel – Committee should meet before the March 2025 meeting.
- C. Finance – Committee should meet before the March 2025 meeting.
- D. Executive – This Committee meets only when necessary.
- E. Nominating – This Committee meets annually in October.
- F. By Laws- Committee should meet before the March 2025 meeting.

The Chair may make changes to committee rosters and/or develop new committees.

****Committees, other than Executive Committee, get named by the Board Chairperson**

8. Action Items

A. Seat new board member(s), if any*

B. Approve Consent Agenda*

- 1) Head Start/EHS & PIR Reports..... (OS 5.9).....Berny Harris
- 2) Detailed Monitoring Summary of Results Grantee #06CH012925/01.....Berny Harris
- 3) Circle Assessment Winter Data 2025.....Berny Harris
- 4) CLASS Winter Data 2025.....Berny Harris
- 5) Head Start Governance Screener.....Berny Harris
- 6) Community Services Report.....(OS 5.9).....Amy Perales
- 7) Human Resource Report.....(OS 5.9).....Jim Howard
- 8) Service & HS Transportation Reports..... (OS 5.9)Robert Norton
- 9) Staff Report: Financial Report..... (OS 8.7)Shelley Mitchell
- 10) Staff Report: IT Report(OS 5.9)David Buford

- C. Discuss/Approve** Annual Audit: Fiscal Year 2023-2024
- D. Discuss/Approve** IRS Form 990
- E. Discuss/Approve** Board Resolution: Termination of Mutual of America Retirement Plan
- F. Discuss/Approve** Board Resolution: Adoption of Paychex/Mid Atlantic Trust Retirement Plan
- G. Discuss/Approve** Revised Board Resolution: Close 19 Accounts
- H. Discuss/Approve** Board Resolution: Termination of Higginbotham Brokerage Services
- I. Discuss/Approve** Board Resolution: Adoption of BKCW Brokerage Services
- J. Discuss/Approve** Board Resolution: Co-Signatory
- K. Discuss/Approve** Disability Waiver Request Grant# 06CH012925/01

9. Staff Reports

Staff Reports located in the consent agenda for the month of February.

10. Executive Director's Report

11. Discussion Items

None

12. Audience Comments

13. Executive Session

The board will enter executive session pursuant to Section 551.001(1)(2)(3)(J), and Section 551.074(1)(2) of the government codes

Personnel Title Changes
Salary Adjustments- DOL Compliance
Personnel Changes

- A. Consultation between the board and its attorney in those instances in which the board seeks the Attorney's advice with respect to pending or contemplated litigation, settlement offers, and other matters where the duty of the attorney to his client requires confidentiality
- B. Discussion with respect to the purchase, exchange, lease, or value of real property, negotiated contracts, and prospective gifts or donations to the organization, when such discussion, if made public, would have a detrimental effect on the negotiating position of the organization.
- C. Discussion with respect to matters involving the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of an officer or employee or to hear complaints or charges against such officer or employee, unless such officer or employee requests a public session.
- D. Discussion with respect to any matter specifically made confidential by law or regulation. Any other exception available by state law

14. Required Action from Executive Session

15. Adjourn Board Meeting

* Requires Board Vote

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