

Community Services of Northeast Texas, Inc.
Head Start Policy Council Meeting Minutes
Tuesday, December 10, 2024 9:00 am
Linden Administration Offices
304 East Houston Street
Linden, Texas

PC Attendance	Campus	Title	Sep-24	Oct-24	Dec-24
Chairperson - Teresa Thompson			x	x	x
Vice Chairperson - Emily Capps			x		x
Secretary - Jasmine Collier			x	x	x
Teresa Thompson	Morris County	Representative	x	x	x
Martavius Jones	Camp County	Representative		x	
VACANT	Atlanta	Representative			
VACANT	Atlanta	Alternate			
Heather Lundy	Bloomburg	Representative	x		X
Makenzie Kidd	Bloomburg	Alternate			
T'yana Rider	D/LS	Representative		x	x
Makahila Reeves	D/LS	Alternate			
Nellie McKelvy	Hughes Springs	Representative			
Jessica Benton (10/22/24)	Hughes Springs	Representative		x	x
Tamera 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
Crystal Nabors	New Boston	Alternate			
Cherie Hooks	New Boston	Alternate			
Rebecca Thompson	Pittsburg	Representative			
David Chustz	Pittsburg	Alternate			
Quaezsha Arnold	Texarkana	Representative			x
VACANT	Texarkana	Alternate			

Others in attendance: CSNT Staff: Bernadette Harris, Bridgette Parton, Bernard Yancey, Susan Horner, Jim Howard and Shelley Mitchell

1. Call to Order:

The meeting was called to order by Teresa Thompson, Policy Council Chairperson at 9:10 am, December 10, 2024, in the Head Start Management Building Conference Room.

2. Recognize New Policy Council Members:

Lauren Pace – Hughes Springs ISD Head Start Representative
Quaezsha Arnold– Texarkana Head Start Representative

3. Establishment of Quorum:

Quorum was established with the following Policy Council Members present: Teresa Thompson, Jasmine Collier, Jessica Benton, T'yana Rider, Heather Lundy, Lauren Pace, Quaezsha Arnold, and Emily Capps

4. Approval of Agenda:

Members reviewed the agenda. Jasmine Collier moved to accept the agenda as presented. This motion was seconded by Emily Capps. 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 22, 2024:

Emily Capps moved to accept the minutes of October 22, 2024 meeting as presented. The motion was seconded by Jasmine Collier. 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. Robert's Rules of Order Training – Bernadette Harris

Bernadette Harris gave a history of Robert's Rules of Order and gave the members a guide to help with keeping Robert's Rules of Order.

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 that there was an agency wide audit recently. Everything looks good with no findings. He thanked the members for being present.

8. Committee Report:

A. Appoint Committee Members

None

9. Action Items:

A. Discuss and/or Approve Health and Mental Health Services Advisory Committee Meeting

1. Form 206 TB Questionnaire

Misty Van Hooser reviewed the Health and Mental Health Services Advisory Committee Meeting items as presented. Jessica Benton moved to approve the Health and Mental Health Services Advisory Committee Meeting items as presented. The motion was seconded by Lauren Pace. 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 Head Start/Early Head Start Data

1. School Readiness Performance Fall 2024 Data

Frances Evans reviewed the Fall 2024 School Readiness Performance Data as presented.

2. Parent, Family and Community Engagement Goals Fall 2024 Data

Misty Van Hooser reviewed the PFCE goals as presented.

3. CLASS Fall 2024 Data

Robbie Hudson reviewed the CLASS Report as presented.

4. Program Goals Fall 2024

Bridgette Parton reviewed the Program Goals as presented.

11. Audience Comments:

None

12. Executive Session:

Heather Lundy moved for Policy Council to go into Executive Session at 9:52 am. Jasmine Collier seconded the motion.

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

T'yana Rider made a motion to come back into regular session at 10:05 am. Quaezsha Arnold seconded the motion.

13. Required Action from Executive Session:

A motion was made by Lauren Pace to accept new hires, transfers, and terminations as presented. The motion was seconded by T'yana Rider. 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 Quaezsha Arnold at 10:06 am. The motion was seconded by Jasmine Collier.

Minutes Submitted by: Bridgette Parton

Minutes approved by: