

**COMMUNITY ACTION INC., OF
CENTRAL TEXAS HEAD START
PROGRAM
2020-2021**



REGULAR POLICY COUNCIL MEETING AGENDA

Hard copies of this agenda and/or any of the attachments are available by contacting
psanchez@communityaction.com.

DATE: March 11, 2021

TIME: 11:00 am -12:00 pm

LOCATION: Zoom Conference Call (COVID-19)

CHILD CARE: N/A

POLICY COUNCIL CHAIRPERSON: Mr. Joshua Romero, Henry Bush CDC

If you have questions, please contact Dr. Imelda Medrano, Early Childhood Program Director at 512-396-3395 X 228 or 281-967-0197.

Total Members: 9

Quorum: 5 members required to meet quorum

I. Open Meeting

1. Call to order, time: _____ Chairperson: Joshua Romero
2. Roll Call (Attendance) Secretary: Brittany Martinez

Center	Member	P/A	Alternate	P/A
Hemphill	Lydia Ramirez-Vice Chairperson		<i>Brittany Taylor</i>	
Bonham	Brittany Martinez-Secretary		Maria Cristela Gonzalez	
Henry Bush	Joshua Romero-Chairperson		Sandra Lopez	
Luling	Cindy Partida-CAI Board Rep		Samantha Wynn	
A. Washington	Gabriela Hernandez-Translator		David Gonzalez	
LBT	Vacancy		Tonansy Suarez	
Lockhart	Manuela Cantu		Suzanne Rivas	
Hays PEP	Yahaira Gonzalez			
Community Rep.	Flora Amaya-Community Rep			
Community Rep.	<i>Lana Wagner</i>			
Head Start Staff				
Director	Dr. Imelda Medrano			
ERSEA	Dani Ramirez			
Family Services	David Gonzalez			
Office Manager	Patricia Sanchez			
Special Guest	William Henry, CAI Human Resource Director			

3. Public Comment Period (2-minute maximum)
4. Member report from sites (2-minute maximum)

II. Policy Council Training

1. Interview Protocol presented by William Henry
2. [Roles and Responsibilities of Policy Council Committees](#) by Josh Romero

III. EXECUTIVE SESSION (CLOSED TO PUBLIC) Start Time: _____

Policy Council Members / Program Director

Executive Session Pursuant to Government Code Section 551.074 for purpose of discussing Personnel

1. New Hire Report – *for approval*

Executive session adjourns. End Time: _____

Regular meeting reconvenes. Time: _____

VI. OLD BUSINESS

Approval of [Meeting Minutes from February 25, 2021](#).-*for approval*

V. NEW BUSINESS-*for approval*

- a. Approval of new Policy Council Members
 - i. Yhaira Gonzalez as member representing Hays PEP
- b. Termination of membership approval for members with 3 or more unexcused absences in accordance with our current By Laws Article III, Section 5 (a). [Policy Council Members Attendance Tracker 2021](#)
- c. Discussion regarding [program hours and teacher preparation time](#).
- d. Assignments to [Policy Council Committees](#)
- e. [ERSEA Eligibility Criteria 2021-2022](#)
- f. [Luling CDC Policy Council Funds Request](#)

VI. MONTHLY REPORTS *for Approval*

1. [EHS Attendance](#)
2. [EHS Enrollment](#)
3. [HS Attendance](#)
4. [HS Enrollment](#)

VII. FINANCIAL – February 2021 *for Approval*

1. [Child and Adult Care Food Program \(CACFP\)](#)

2. [Federal HS/EHS](#)
3. [In Kind](#)
4. [Credit Card Reports – February 2021](#)
5. [Store Account Expenditures – February 2021](#)
6. [Policy Council Funds](#)
7. February Invoices for Building Repairs/Operations
 - [ASAP All Service Invoice](#)

VIII. ANNOUNCEMENTS/ CORRESPONDENCE

1. [Head Start February Monthly Report](#)
2. [CCL Investigation Report Hemphill CDC](#)
3. [OHS Memorandum Additional Funding](#)
4. [Environmental Services Proposal for Hemphill HS Modular Building](#)
5. [Community Assessment 2020-2021](#)
6. [Letter of Support for William Crook CDC from Lloyd Doggett](#)

Meeting adjourned by Chairperson, Mr. Joshua Romero at: _____