

**Community Services of Northeast Texas, Inc.**  
**Head Start**  
**Policy Council Meeting**  
**Tuesday, October 28, 2025 9:00 am**  
**Head Start Management Building**  
**124 N Main Street**  
**Linden, Texas**

## **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 (TX)** – *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 CSNT Mission** – *CSNT applies all available strategies enabling Northeast Texas families to lead improved, empowered, and self-reliant lives.*

 **Our Head Start Vision** – *To provide a system of education and encouragement which results in school-readiness for young children and their families.*

### **Invocation**

1. **Call Meeting to Order**
2. **Recognize New Policy Council Members**
3. **Establishment of Quorum**
4. **Approval of Agenda**
5. **Approval of Minutes for September 23, 2025**
6. **Presentations**
  - A. Atlanta Head Start
7. **Reports**
  - A. Financial Report Bernie Yancey
  - B. Head Start Director Report Misty Van Hooser
    - a. Head Start/Early Head Start Report October 2025
    - b. Head Start/Early Head Start PIR October 2025
  - C. Chief Executive Officer Report Michelle Morehead
8. **Committee Reports**
  - A. Appoint Committee Member(s)
  - B. Committee Report
    - a. Community Assessment Committee Report

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**9. Action Items**

- A. Discuss and/or Approve Head Start Standard Operating Procedures
- B. Discuss and/or Approve Head Start Standard Operating Manuals and Forms
- C. Discuss and/or Approve Financial Policies and Procedures including the Financial Code of Conduct including petty cash expenditure update
- D. Discuss and/or Approve Personnel Policies and Procedures
- E. Discuss and/or Approve Job Descriptions
- F. Discuss and/or Approve Updated Volunteer Rates
- G. Discuss and/or Approve 2025 Community Assessment Update

**10. Discussion Items**

- A. None

**11. Audience Comments**

**12. Executive Session**

**A. Personnel**

**1. New hires and terminations**

Discussion with respect to any matter specifically made confidential by law or regulation. Topics may include, but are not limited to: Approval of new hires, terminations, and employee matters of a confidential nature.

**13. Required Action from Executive Session**

**14. Adjourn**