



State of Texas
 County of Hidalgo
 Edinburg, Texas

Hidalgo County Head Start Program
 WEDNESDAY, JANUARY 17, 2024
 6:00 P.M.

**POLICY COUNCIL REGULAR MEETING
 CONSENT AGENDA
 WEDNESDAY, JANUARY 17, 2024
 6:00 P.M.**

FILED
 AT 3:53 O'CLOCK P M
 JAN 12 2024
 ARTURO GUAJARDO, JR., COUNTY CLERK
 HIDALGO COUNTY, TEXAS
 BY PTO DEPUTY


NOTICE is hereby given in accordance with Chapter 551, Texas Government Code, that a REGULAR MEETING of the Policy Council of the Hidalgo County Head Start Program will be held in the LBJ Head Start Administration Building Conference Room located at 1901 West State Highway 107, McAllen, Hidalgo County, Texas. Discussion and possible action relating to the following business will be transacted:

**NOTICE TO THE PUBLIC
 CONSENT AGENDA**

The following items are of a routine or administrative nature. The Policy Council Members have been furnished with background and support on each item, and/or it has been discussed at a previous meeting. All items will be acted upon by one vote without being discussed separately unless requested by a Policy Council Member, in which event the item or items will immediately be withdrawn for individual consideration in its normal sequence after the items not requiring separate discussion have been acted upon. The remaining items will be adopted by one vote.

- I. Approval of Minutes:
 - a. November 16, 2023
 - b. December 20, 2023

- II. Approval of Monthly Reports for December 2023
 - 1. Program Information Summary (PIS) Report
 - 2. Financial Report and Credit Card Log Report
 - 3. Enrollment - Average Daily Attendance (ADA) Report
 - 4. Texas Department of Agriculture Meals/Snacks Report


 Rosa Perez
 Chairperson

1/12/2024
 Date



**HIDALGO COUNTY HEAD START PROGRAM
 POLICY COUNCIL REGULAR MEETING AGENDA
 WEDNESDAY, JANUARY 17, 2024
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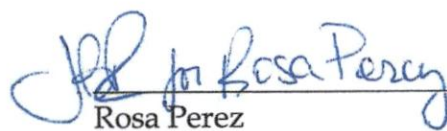
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In accordance with Section 551.127, NOTICE is hereby given that a physical quorum, including the presiding officer/member, will be present at the specified meeting location. Some members of the governing body and/or government officials may participate via videoconference.

- I. Call Meeting to Order, Roll Call, Establish Quorum *Rosa Perez*
- II. Prayer/Pledge of Allegiance *Marienma Valencia-Martinez*
- III. Approval of Consent Agenda *Rosa Perez*
- IV. Public Comments *Rosa Perez*
- V. Executive Director's Report *Irma Pena*
 - 1. Under Enrollment Plan
 - 2. Head Start Federal Review - Focus Area I
 - 3. Progress Report by B2Z Engineering
 Re: HCHSP Outdoor Learning Environments & Discovery Classrooms
- VI. Program Operations *Rosa Perez*
 - A. Administration
 - 1. Discussion/ Approval of Revisions to the Organizational Chart *Marissa Reyes*
 - 2. Discussion/ Approval of Self-Assessment Schedule *Nora S. Munoz*
 - B. Procurement *Ambrosio Tovar*
 - 1. Discussion/ Approval for Hidalgo County Head Start Program to Enter into a Memorandum of Understanding (MOU) for a Two (2) Year Term with the City of Donna
 - 2. Requesting Approval of Application and Certification for Payment for Invoice #1 in the Amount of \$28,767.08 for Professional Services Submitted by STRADA Engineering and Consulting, LLC, Through Contract C-23-001-02-17-AS for the Hidalgo County Head Start Program Outdoor Learning Environments and Discovery Classrooms

- VII. Programmatic Services = No Items Listed *Rosa Perez*
- VIII. Closed Session: Policy Council may go into Closed Session Pursuant to Chapter 551, Texas Government Code, Sections 551.071, 551.072 and 551.074-to discuss the following: *Rosa Perez*
1. Personnel - New Hires, Resignations, Terminations
 2. Vacancies Report
 3. Employment Recommendations for the following Positions:
 - a. Campus Director(s)
 - b. Education Coordinator
 - c. Mental Health Coordinator
 - d. Payroll Bookkeeper
 - e. Teacher(s)
 - f. Transportation Coordinator
 4. Alternative Certification Program
- IX. Open Session: Action on Items Discussed in Closed Session *Rosa Perez*
1. Personnel - New Hires, Resignations, Terminations *Marissa Reyes*
 2. Vacancies Report
 3. Employment Recommendations for the following Positions:
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 - c. Mental Health Coordinator
 - d. Payroll Bookkeeper
 - e. Teacher(s)
 - f. Transportation Coordinator
 4. Alternative Certification Program
- X. Policy Council *Rosa Perez*
1. Next Policy Council Meeting Date
- XI. Other Business *Rosa Perez*
- XII. Adjournment *Rosa Perez*



Rosa Perez
Chairperson

1/12/2024

Date