



State of Texas  
 County of Hidalgo  
 Edinburg, Texas

Hidalgo County Head Start Program  
 WEDNESDAY, OCTOBER 21, 2020  
 5:00 P.M.

FILED  
 AT 11:46 O'CLOCK A M

OCT 15 2020

**VIRTUAL MEETING NOTICE**

ARTURO GUAJARDO, JR. COUNTY CLERK  
 HIDALGO COUNTY TEXAS  
 DEPUTY

**HIDALGO COUNTY HEAD START PROGRAM  
 POLICY COUNCIL REGULAR MEETING AGENDA  
 WEDNESDAY, OCTOBER 21, 2020  
 5:00 P.M.**

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.

In accordance with Section 418.016 of the Texas Government Code, Governor Abbot has suspended various provisions that require government officials and members of the public to be physically present at a specified meeting location. As a result, all or some Policy Council Members may participate via videoconference. Additionally, members of the public are encouraged to watch the meeting online, at: <https://www.facebook.com/hidalgocountyheadstartprogram/>

To participate in public comments, the public will be permitted to offer public comments via email at [teresa.flores@hchsp.org](mailto:teresa.flores@hchsp.org) or call 956/212-0909 up to ten minutes before the start of meeting 12:00 Noon

- I. Call Meeting to Order, Roll Call, Establish Quorum *Hilda Garza DeShazo*
- II. Prayer/Pledge of Allegiance *Roxana Flores*
- III. Approval of Consent Agenda *Hilda Garza DeShazo*
- IV. Public Comments *Hilda Garza DeShazo*
- V. Executive Director's Report *Teresa Flores*
- VI. Program Operations *Teresa Flores*
  - A. Administration
    - 1. Discussion/Approval of Re-Budget Funds for Fiscal Year 2020 from the Salary Category to the Equipment Category
    - 2. Discussion/Approval of Job Description for Health and Safety Coordinator
    - 3. Discussion/Approval of Job Description for Networking Manager

- VII. Programmatic Services – No Items Listed *Hilda Garza DeShazo*
- 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: *Hilda Garza DeShazo*
1. Personnel - New Hires, Resignations, Terminations
  2. Vacancies Report
  3. Employee I.D.#:5084
  4. Employment of Transportation Coordinator
  5. Employment of Mental Health Counselor
  6. Employment of Center Manager
  7. Performance Appraisal of Executive Director
- IX. Open Session: Action on Items Discussed in Closed Session *Hilda Garza DeShazo*
1. Personnel - New Hires, Resignations, Terminations
  2. Vacancies Report
  3. Employee I.D.#:5084
  4. Employment of Transportation Coordinator
  5. Employment of Mental Health Counselor
  6. Employment of Center Manager
  7. Performance Appraisal of Executive Director
- X. Policy Council *Teresa Flores*
- a. Recognition of Current Policy Council Members
  - b. Presentation of 2020-2021 Parent Representatives
    - ◆ Formal Swearing In of Parent Representatives
  - c. Presentation of 2020-2021 Community Representatives
    - ◆ Formal Swearing In of Community Representatives
  - d. Next Policy Council Meeting Date
- XI. Other Business *Hilda Garza DeShazo*
- XII. Adjournment *Hilda Garza DeShazo*

*Hilda Garza DeShazo* 10-15-2020  
Hilda Garza DeShazo Date  
Chairperson *by Teresa Flores*



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**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. September 16, 2020  
 b. September 28, 2020
- II. Approval of Monthly Financial Report September
- III. Approval of Monthly Average Daily Attendance (ADA) Report September
- IV. Approval of Monthly Texas Department of Agriculture Meals/Snacks Report September
- V. Approval of Monthly Special Services Report September

*Hilda Garza DeShazo* 10-15-2020  
 Hilda Garza DeShazo Date  
 Chairperson *by Teresa Flores*