

**COMMUNITY ACTION INC., OF  
CENTRAL TEXAS HEAD START  
PROGRAM  
2021-2022**



**REGULAR POLICY COUNCIL MEETING AGENDA**

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

DATE: December 16, 2021

TIME: 11:00 am -12:00 pm

LOCATION: [Zoom](#)

CHILD CARE: N/A

POLICY COUNCIL CHAIRPERSON: Mr. Joshua Romero, Bonham Pre-K

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: 10

Quorum: 6 members required to meet quorum

**I. Open Meeting**

1. Call to order, time: \_\_\_\_\_ Chairperson: Joshua Romero
2. Roll Call (Attendance) Secretary: Amanda Rivers

Center	Member	P/A	Alternate	P/A
Hemphill HS	Lydia Ramirez-Translator		Zadah Berry	
Hemphill EHS	Amanda Rivers-Secretary		Yahaira Gonzalez	
Bonham	Joshua Romero-Chairperson		Metilda Lucio	
Henry Bush	John Saucedo		Yesenia Esquivel	
Luling	<u>Vacancy</u>		Kim Kimball	
A. Washington	Breanna Perez-Vice Chairperson		Nancy Suarez	
LBT	Bianca Castillo -CAI Board Rep		Maria Guadalupe Soto	
Lockhart	Ashley Salazar		Delores Tristan	
Hays PEP	<u>Vacancy</u>		<u>Vacancy</u>	
Community Rep.	Flora Amaya-Community Rep			
Community Rep.	<i>Lana Wagner-Community Rep</i>			
Community Rep.	David Gonzales-Community Rep			
Head Start Staff				
Director	Dr. Imelda Medrano			
ERSEA	Dani Ramirez			
Family Services	David Gonzalez			
Office Manager	Patricia Sanchez			

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

II. 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**
2. Termination Report-NA

Executive session adjourns. End Time: \_\_\_\_\_

Regular meeting reconvenes. Time: \_\_\_\_\_

III. Policy Council Training

1. [HSPS Vaccination Mandate](#)-Dr. Imelda Medrano
2. [Policy Council Funds Guidelines](#)-Dr. Imelda Medrano
  - [Policy Council Funds Request Application](#)

VI. OLD BUSINESS

Approval of [Meeting Minutes November 18, 2021](#) - **for approval**

V. NEW BUSINESS

1. *COVID Vaccine Mandate Policies and Procedures-**for approval***
  - [CAICT Flow Chart Vaccine Mandate](#)
  - [CAICT Policies and Procedures Vaccine & Mask Mandate](#)
  - [Medical Exemption Form](#)
  - [Religious Exemption Form](#)

VI. MONTHLY REPORTS (**for information**)

1. [EHS Attendance November 21](#)
2. [HS Attendance November 21](#)
3. [EHS Enrollment November 21](#)
4. [HS Enrollment November 21](#)

VII. FINANCIAL – November 2021 (**for information**)

1. [Child and Adult Care Food Program \(CACFP\)](#)
2. [Federal HS/EHS](#)

3. [COVID Funds](#)
4. [American Rescue Plan Funds](#)
5. [In Kind](#)
6. [Credit Card Reports – November 2021](#)
7. [Store Account Expenditures – November 2021](#)
8. [Policy Council Funds](#)
9. Recent Invoices for Building Repairs/Operations
  - [Luling HVAC Repair-Reliable Air](#)
  - [Lockhart Toilet Repair 1<sup>st</sup> Home Commercial & Services](#)
  - [A. Washington Concrete Repair EvanRod Construction](#)

#### VIII. ANNOUNCEMENTS/ CORRESPONDENCE

1. [Head Start Monthly Report November 2021](#)
2. [CAI Program Calendar 2021-2022](#)
3. [CAI Head Start Annual Report 2020-2021](#)
4. [CCL Inspection Report Hemphill November 16, 2021 Zero Findings](#)
5. [CCL Inspection Report Hemphill November 18, 2021 Zero Findings](#)
6. [CCL Inspection Report A. Washington November 19, 2021 Outcome Pending Further Investigation](#)
7. [WIC Enrollment Information](#)

Next Meeting: January 20, 2022 11:00 AM Zoom

Meeting adjourned by Chairperson, Mr. Joshua Romero at: \_\_\_\_\_