

Webb County Head Start Policy Council

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MEMORANDUM

TO: Policy Council Member

FROM: Brenda Bautista, Policy Council Chair *Brenda L. Bautista*

SUBJECT: Regular Meeting

DATE: September 21, 2020

The Policy Council will meet on Wednesday, September 30, 2020 at 4:00 p.m. virtually via Zoom.

AGENDA

- I. Opening / Invocation
 - II. Introduction of Members / roll call
 - III. Approval of Minutes
 - IV. Correspondence
 - V. Treasurer's Report
 - VI. New Business
- DISCUSSION:**
- a. Overview of the Head Start Program – Federal and Local Level
 - b. Roles and Responsibilities of Membership (By-Laws)
 - c. Program Information Report (PIR) – Not Applicable due to COVID-19
- DISCUSSION AND POSSIBLE ACTION:**
- d. Approval of Community Representatives
 - e. Election of Officers
 - f. Personnel Issues (Hiring/Demotions/Promotions/Transfers)
 - g. Ratification of the Child and Adult Care Food Program Application
 - h. Selection of Parents to Attend the Domestic Violence Conference
 - i. Selection of Personnel Committee
 - j. Selection of Policy Council By-Laws Committee Members
 - k. Approval of Emergency Preparedness Plan
 - l. Approval of Standard of Conduct
 - m. Approval of Certificate for Health and Safety
 - n. Approval of Certificate of Governance Screener and Training Plan
 - o. Approval of Local Self-Assessment Process and Date
- VII. Informational Items
 - a. Director's Monthly Report
 - b. Governing Board Activities
 - c. Financial Report
 - VIII. Set date and time for next meeting
 - IX. Adjournment

BY *OR* DEPUTY

WEBB COUNTY, TEXAS

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MARGIE R. IBARRA
COUNTY CLERK
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