

Texas Migrant Council, Inc.
Migrant Seasonal Head Start
Policy Council Meeting
In Person/Conference Call
January 27, 2007

1. WELCOME

Norma Gutierrez, Policy Council President, welcomed everyone and called the meeting to order at 9:20 A.M.

2. ROLL CALL/INTRODUCTION/SIGN IN

Elaine M. Tafolla, Policy Council Secretary, proceeded with the roll call.

MEMBERS PRESENT

Norma Gutierrez, Policy Council President, Rio Grande Valley Region
Jesus Tellez, Vice President-Wintergarden Region
Elaine M. Tafolla, Secretary-Rio Grande Valley Region
Yuridia Rodriguez, Treasurer-Wintergarden Region
Linda Gonzalez, Sergeant at Arms-Rio Grande Valley Region
Priscilla Paiz, Member at Large-Wintergarden Region
Miguel Acosta, Community Representative-Wintergarden Region
Hilda Medrano, Board Liaison

MEMBERS PRESENT VIA CONFERENCE CALL

Belinda Gonzalez, Member at Large-Wintergarden Region

MEMBERS ABSENT

Rachel Rodriguez, Member at Large-Wintergarden Region
Alicia Fuentes, Member at Large-Indiana Region
Alejandrina Medrano, Member at Large-Ohio Region
Raul Lopez, Member at Large-Western Region
Sentry Garcia, Member at Large-Rio Grande Valley Region
Amparo Elizondo, Member at Large-Rio Grande Valley Region
Laura Aguilar, Member at Large-UMOS
David Briseno, Community Representative-Western Region

STAFF

Cynthia Garcia, MSHS Director
Sonia Cotto-Moreno, Interim Family Partnership Director
Sylvia Gutierrez, ERSEA Director
Javier Rodriguez, Network Manager
Edna Valdez, MSHS Secretary for Policy Council
Ramona Barron, Family Partnership Coordinator
Monica Gonzales, Family Partnership Coordinator

GUEST

Claudia Salazar, Parent Representative-Western Region
Jose Luis Juarez, Parent Representative-Rio Grande Valley
Gisela Perez, Parent Representative-Rio Grande Valley
Minerva Carmona, Former Policy Council Member

Having 9 members present established a quorum.

3. REVIEW & APPROVAL OF AGENDA

The agenda was reviewed by the Council. Jesus Tellez, Vice President, recommended changes to the agenda. Item numbers 12, 13, 14 were moved up to be 8, 9, 10 and the remaining agenda items followed in consecutive order.

1 Miguel Acosta, Community Representative from the Crystal City service area, made a motion to approve the
2 agenda with the recommended changes. Linda Gonzalez, Sergeant at Arms, seconded. Motion carried
3 unanimously.

6 **4. OLD BUSINESS**

7 **Approval of Minutes**

8 **Minutes for the Regular Meeting on November 11, 2006**

9 Jesus Tellez made a motion to approve the minutes for the regular meeting of November 11, 2006. Hilda
10 Medrano, Board Liaison, seconded. Motion carried unanimously.

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12 **Minutes for the Joint Meeting on November 11, 2006**

13 Jesus Tellez made a motion to approve the minutes for the joint meeting with the Board of Directors on
14 November 11, 2006. Linda Gonzalez, Sergeant at Arms, seconded. Motion carried unanimously.

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16 **Minutes for the Special Meeting on December 20, 2006**

17 Jesus Tellez made a motion to approve the minutes for the special meeting of December 20, 2006. Hilda
18 Medrano seconded. Motion carried unanimously.

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20 **5. NEW BUSINESS**

21 **Approval of Organizational Chart**

22 The Council reviewed the Organizational Chart. Miguel Acosta made a motion to approve the Organizational
23 Chart as it was presented. Jesus Tellez seconded. Motion carried unanimously.

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25 **6. EXECUTIVE SESSION**

26 Priscilla Paiz, Member at Large, made a motion for the Council to go into executive session at 9:30 A.M. Jesus
27 Tellez seconded. Motion carried unanimously. The Council adjourned the executive session at 9:49 AM. Jesus
28 Tellez made a motion to return to regular session. Miguel Acosta seconded. Motion carried unanimously.

29
30 **7. HIRING AND TERMINATION REPORT**

31 On behalf of the Personnel Committee, Norma Gutierrez asked the Council to approve the Hiring and
32 Termination Reports for the month of October, November and December. Miguel Acosta made a motion to
33 approve the Hiring and Termination report for October, November and December as recommended by the
34 Personnel Committee. Jesus Tellez seconded. Motion carried unanimously.

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36 **8. SEATING OF NEW MEMBERS**

37 Norma Gutierrez introduced all the members, staff and guest that were present at the meeting and proceeded
38 with the seating of new members.

39 **Western Region**

40 Claudia Salazar, Seasonal Parent from the Plainview, Texas

41 Miguel Acosta made a motion to seat Claudia Salazar from the Western Region. Priscilla Paiz seconded. Motion
42 carried unanimously.

43 **Rio Grande Valley Region**

44 Jose Luis Juarez, Migrant Parent from Edcouch, Texas

45 Jesus Tellez made a motion to seat Jose Luis Juarez. Yuridia Rodríguez seconded. Motion carried unanimously.

46 Gisela Perez, Migrant Parent from Edinburg, Texas

47 Miguel Acosta made a motion to seat Gisela Perez. Jesus Tellez seconded. Motion carried unanimously.

48
49 Linda Gonzalez made a motion to re-seat the following members:

50 Priscilla Paiz, Belinda Gonzalez, Jesús Tellez, Yuridia Rodriguez, Elaine M.Tafolla, and Hilda Medrano.

51 Hilda Medrano seconded. Motion carried unanimously. The Community Representatives Miguel Acosta and
52 David Briseno continue to serve on the Council until the election process is completed.

53
54 **9. OVERVIEW OF POLICY COUNCIL**

55 Cynthia Garcia, MSHS Director provided an overview on the seating of new members and the election process. A
56 brief explanation on the role and responsibilities of the Executive Committee was provided during the election
57 process.

1 **10. ELECTIONS**

2 **President**

3 Hilda Medrano nominated Elaine M. Tafolla for the position of President. Elaine M. Tafolla accepted the
4 nomination. Miguel Acosta motioned to cease nominations and accept Elaine Tafolla as the new President for
5 the Policy Council. Jose Luis Juarez seconded. Motion carried unanimously. Elaine M. Tafolla is the new Policy
6 Council President.

7 **Vice President**

8 Yuridia Rodriguez nominated Jesus Tellez for the position of Vice President. Jesus Tellez accepted the
9 nominations. Miguel Acosta motioned to cease nominations and accept Jesús Tellez as the new Vice President.
10 Hilda Medrano seconded. Motion carried unanimously. Jesus Tellez is the new Policy Council Vice President.

11 **Secretary**

12 Jesus Tellez nominated Claudia Salazar for the position of Secretary. Claudia Salazar accepted the nomination.
13 Miguel Acosta motioned to cease nominations and accept Claudia Salazar as the new Secretary for the Policy
14 Council. Jesus Tellez seconded. Motion carried unanimously. Claudia
15 Salazar is the new Policy Council Secretary.

16 **Treasurer**

17 Jesus Tellez nominated Yuridia Rodriguez for the position of Treasurer. Yuridia Rodriguez accepted the
18 nomination. Miguel Acosta motioned to cease nominations and accept Yuridia Rodriguez as the new Treasurer
19 for the Policy Council. Hilda Medrano seconded. Motion carried
20 unanimously. Yuridia Rodriguez is the new Policy Council Treasurer.

21 **Sergeant at Arms**

22 Miguel Acosta nominated Priscilla Paiz for the position of Sergeant at Arms. Mr. Jose Luis Juarez self nominated
23 himself for this position. By majority of the votes, Priscilla Paiz is the new Sergeant at Arms.

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25 **11. MSHS AND FISCAL REPORT**

26 Cynthia Garcia, MSHS Director explained that Mr. Sotelo was not able to attend the meeting and proceeded to
27 gave a verbal MSHS report and a brief overview on the fiscal report.

- 28 ▪ Expansions proposals for Iowa, Nevada and Oklahoma expansions were approved, services will start this
29 summer. Working on the location, licensing, hiring of staff, purchasing of supply and equipment.
- 30 ▪ Budget for the proposals were reviewed by the fiscal committee members
- 31 ▪ Funds are being reviewed to make sure they are utilized before the end of the fiscal year, January 31st.
- 32 ▪ Inkind is at the projected percentage.
- 33 ▪ Federal Review/Re-visit in December went well. The visit was conducted to review the status of
34 previous concerns. The Bureau will return in the Summer to visit the Regions of Indiana, Ohio and the
35 Western Region to review the status of the several concerns. A report will be issued for the visit in
36 December and a separate report will be issued on the visit to Indiana, Ohio and Western Regions.

37
38 **Regional Activity Reports**

39 Reports were provided in the binder for review. No discussion on this agenda item.

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41 **12. BOARD LIAISON REPORT**

42 Hilda Medrano congratulated the new Council and proceeded with her verbal report. The Board participated in
43 a training to review the Strategic Plan. The Board scheduled a meeting on February 2, 2007 to discuss
44 and establish a fundraising plan to raise unrestricted funds that will be used to award scholarships to migrant
45 students that want to continue their education. One of the suggestions on how to raise these funds is for TMC
46 to conduct a Conference and another one is to publish books such as children's books and sell them.

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48 **13. STANDING COMMITTEE REPORTS**

49 Mr. Acosta as a member of the Fiscal Committee reported that the budget information that was provided in the
50 binder for the Council to review was accurate and very thorough.

51
52 **14. OPEN FORUM**

53 Mr. Acosta, Community Representative, reminded all new members to provide each other their contact
54 information.

55 Cynthia Garcia, MSHS Director reminded everyone that they should be in agreement with the sharing of
56 information before sharing their information with each other to avoid any problems.

57 Elaine M. Tafolla suggested that everyone communicate through Edna Valdez at the Corporate Office and she
58 will communicate your message or instructions to any Policy Council member.

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15. REPRESENTATION FOR THE PARENT AFFILIATE

Cynthia Garcia, MSHS Director, explained the purpose of the representation on the Parent Affiliate. The Council will select four parents to represent the Migrant Seasonal Head Start parents at the national level. The representatives will attend the Parent Affiliate meetings and will also be able to run for a seat on the Board of the Parent Affiliate.

Elaine M. Tafolla suggested that Jesus Tellez continue as a parent representative and she also volunteered to be a parent representative as well. Jose Luis Juarez and Priscilla Paiz also volunteered to be a parent representative for the Affiliate.

Miguel Acosta made a motion to approve those members who volunteered to be Parent Affiliate representatives, Elaine M. Tafolla, Jesus Tellez, Jose Luis Juarez and Priscilla Paiz. Yuridia Rodriguez seconded. Motion carried unanimously.

16. MSHS CONFERENCE IN WASHINGTON D.C.

Discussion went on regarding the deadlines for the registration and hotel arrangements for this conference.

Elaine Tafolla suggested that Edna Valdez, MSHS Secretary for the Policy Council attend all the conferences with the Council so that she can provide assistance with problems that might occur while at the conference.

Cynthia Garcia, MSHS Director explained that the funds for Staff are separate from those that are allocated for the Council. Before proceeding with any travel arrangements for Edna to attend this conference, there will need to be verification and approval of funds.

Elaine Tafolla recommended that only those parents that are currently seated on the Council at this time should have the opportunity to attend this conference.

Miguel Acosta made a motion to approve that only the parents who are currently seated on the Council at this time will have the opportunity to attend the MSHS Conference in Washington D. C. Gisela Perez seconded. Motion carried unanimously.

17. SET DATE FOR NEXT MEETING

Miguel Acosta made a motion not to have a meeting in February due to conflicting dates with conferences and meetings and schedule the next meeting on March 2nd and 3rd. 2007 in Laredo, Texas; having a training on March 2nd and the meeting on March 3rd. Yuridia Rodriguez seconded. Motion carried unanimously.

18. ADJOURN

Miguel Acosta made a motion to adjourn the meeting. Yuridia Rodriguez seconded. Motion carried unanimously. Meeting adjourned at 11:55 A.M.

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**TEXAS MIGRANT COUNCIL, INC.
SUMMARY OF DECISIONS MADE BY POLICY COUNCIL
JANUARY 27, 2007**

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| 1. | MINUTES FOR: | |
| | REGULAR MEETING ON NOVEMBER 11, 2006 | APPROVED |
| | JOINT MEETING ON NOVEMBER 11, 2006 | APPROVED |
| | SPECIAL MEETING ON DECEMBER 20, 2006 | APPROVED |
| 2. | ORGANIZATIONAL CHART | APPROVED |
| 3. | HIRING AND TERMINATION REPORT FOR
OCTOBER, NOVEMBER AND DECEMBER | APPROVED |
| 4. | SEATING OF NEW MEMBERS | APPROVED |
| 5. | PARENT AFFILIATE REPRESENTATIVES | APPROVED |
| 6. | PARTICIPANTS FOR THE MSHS CONFERENCE | APPROVED |
| 7. | DATE FOR NEXT MEETING | APPROVED |

APPROVED BY: Claudia Salazar Secretary
NAME/TITLE

APPROVED ON March 3, 2007
DATE