

**T M C**  
**Migrant Seasonal Head Start**  
**Policy Council Meeting**  
**Telephone Call**  
**June 28, 2008**

**1. WELCOME**

Claudia Salazar, Policy Council President, welcomed everyone and called the meeting to order at 9:30 A.M.

**2. ROLL CALL/INTRODUCTION/SIGN IN**

Odalis Zuniga, Policy Council Secretary, proceeded with the roll call.

**MEMBERS PRESENT VIA TELEPHONE CALL**

Claudia Salazar, Policy Council President-Western Region  
Karla Valdez, Vice President-Rio Grande Region  
Odalis Zuniga, Secretary-Rio Grande Valley Region  
Maria Ariza, Sergeant at Arms-Wintergarden Region  
Maria Rios, Member at Large-Wintergarden Region  
Alejandrina Medrano, Member at Large-Ohio Region  
Alma Rosa Muniz, Member at Large-Rio Grande Valley Region  
Miguel Acosta, Community Representative-Wintergarden Region  
Richard Langford, Community Representative-Ohio Region  
Dr. Hilda Medrano, TMC Board Liaison

**MEMBERS ABSENT**

Linda Ingram, Treasurer-Rio Grande Region  
Lillian Bernal, Member at Large-Wintergarden Region  
Rebecca Morin, Member at Large-Wintergarden Region  
Barbarita Ramon, Member at Large-Wintergarden Region  
Sylvia Ramos, Member at Large-Indiana Region  
Yadira Reyes, Member at Large-Western Region  
Mayra Palafox, Member at Large-Rio Grande Valley Region  
Rocio Perez, Member at Large-Rio Grande Valley Region  
Maria Ramirez, Member at Large-UMOS

**STAFF**

Manuel E. DuQué, Chief Operating Officer  
Nestor Atkinson, Interim Migrant Seasonal Head Start Director  
Alicia Yanez, Family Partnership Director  
Cesar Sotelo, Budget Director  
Edna Valdez, MSHS Secretary for Policy Council

Having ten (10) members present established a quorum.

**3. REVIEW & APPROVAL OF AGENDA**

The Council reviewed the agenda. The order of the agenda was changed to move agenda item number eight (8) up to number four (4). Maria Ariza, Sergeant at Arms, made a motion to approve the agenda with the change to move agenda item number 8 up to number 4. Maria Rios, Member at Large for the Wintergarden Region, seconded. Motion carried unanimously.

**4. NEW BUSINESS**

**Approval of Carry-Over Balance for year ending January 31, 2008**

Cesar Sotelo, Budget Director, informed the council that this request will need to be submitted because the dollar amount to carry over increased. He went on to explain that these funds will be used to purchase playground equipment, computers for staff and for the centers, and also for the purchase of a scholastic

1 curriculum. Renovations will be done for centers at different areas and funds will be allocated also for the  
2 gasoline expense due to the increase of gas prices. Dr. Hilda Medrano, Board Liaison, made a motion to  
3 approve the Carry-Over Balance for year ending January 31, 2008 as presented. Miguel Acosta, Community  
4 Representative for the Wintergarden Region seconded. Motion carried unanimously.

5 **Approval of Toddler/Pre-School Menu 2008-09**

6 Odalis Zuniga, Secretary, mentioned that the Child Development/Health/Nutrition committee participated in the  
7 review and preparation of the menu. As chairperson of this committee, attended the Food Advisory committee  
8 meeting where this menu was prepared and also attended the Health Advisory committee meetings where this  
9 menu was reviewed and approved. Mrs. Zuniga recommends that the Council approves the menu as presented.  
10 Dr. Hilda Medrano made a motion to approve the Toddler/Pre-School menu for 2008-09 as presented. Karla  
11 Valdez, Vice President seconded. Motion carried unanimously.

12 **Approval of E-Rate Authorization**

13 Nestor Atkinson, Interim MSHS Director, informed the Council that the agency will be applying for E-Rate funding  
14 once more. Mr. Atkinson requested approval to be designated as the authorized representative to negotiate  
15 activities related to the E-Rate Project for program year 2008-09. Miguel Acosta made a motion to authorize  
16 Nestor Atkinson as the authorized representative with authority to negotiate activities related to the E-Rate  
17 Project for program year 2008-09. Karla Valdez seconded. Motion carried unanimously.

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19 **5. DECLARE VACANCIES AND SEAT NEW MEMBERS**

20 Discussion went on regarding attendance at meetings. Claudia Salazar, President, enforced the *by-laws*  
21 regarding absences and declared a vacancy for the Indiana Region due to excessive absences by Sylvia Ramos.  
22 Mrs. Ramos had four (4) absences as of the last meeting.

23 Claudia Salazar mentioned that the Executive Nominations Committee met to conduct interviews for Community  
24 Representative for the Western region. The information on the selection of Edward R. Cortez was included in  
25 the meeting binder for review. Miguel Acosta made a motion to approve the selection and seating of Edward R.  
26 Cortez as the Community Representative for the Western Region. Dr. Hilda Medrano seconded. Motion carried  
27 unanimously.

28 Claudia Salazar proceeded with the seating of Sonya Gonzalez from the Mathis center as the additional Policy  
29 Council member for the Wintergarden Region. She went on to explain that the enrollment figure for the  
30 Wintergarden region increased due to the assignment of the three (3) centers from the Rio Grande Valley  
31 region. Sonya Gonzalez attended the orientation training in January and is interested in participating on the  
32 Council. Karla Valdez made a motion to seat Sonya Gonzalez as the new parent representative for the  
33 Wintergarden region. Miguel Acosta seconded. Motion carried unanimously.

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35 **6. EXECUTIVE SESSION**

36 No business to discussion on this agenda item.

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38 **7. APPROVAL OF HIRING AND TERMINATION REPORTS**

39 The Personnel Committee met prior to the meeting to review the Hiring and Termination Reports for April and  
40 May and recommended the approval of these reports. Miguel Acosta made a motion for the Council to approve  
41 the Hiring and Termination Reports for April and May. Maria Rios seconded. Motion carried unanimously.

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43 **8. PENDING BUSINESS**

44 **Approval of Minutes**

45 **Minutes for the Regular Meeting on April 19, 2008**

46 The minutes were provided in the binder for their review. Claudia Salazar informed the Council that there will  
47 need to be corrections to the minutes for this meeting on April 19, 2008. The minutes will need to reflect the  
48 *correct number* of votes and the change of direction on the motion to approve the additional revisions to the *by-*  
49 *laws*. The number of votes will be corrected to read as follows: seven (7) in favor and nine (9) against. Due to  
50 the correction in the number of votes the direction of the motion changed and will need to be corrected to read  
51 as follows: By majority of votes the motion does not pass. Miguel Acosta made a motion to approve the  
52 minutes for the regular meeting on April 19, 2008 with corrections. Dr. Hilda Medrano seconded. Motion carried  
53 unanimously.

54 **Minutes for the Regular Meeting on May 23, 2008**

55 The minutes were provided in the binder for their review. Maria Rios, Member at Large from the Wintergarden  
56 Region, made a motion to approve the minutes for the regular meeting on May 23, 2008 as presented. Karla  
57 Valdez seconded. Motion carried unanimously.

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**9. MSHS REPORT AND FISCAL REPORT**

**MSHS Report**

The reports were provided in the binder for review. Nestor Atkinson, Interim MSHS Director, gave a summary on his reports. There is a challenge with meeting enrollment in Iowa and Indiana due to excessive rain. Meeting enrollment in Oklahoma will also be a challenge due to the recent enforcement of the new immigration law. In all there is an additional four hundred (400) children for enrollment. Trainings have been provided to prepare staff and help them provide better services to our children and families. There has not been any notification of funding from E-Rate. All the arrangements for this funding have been taken care of and will be able to move forward if notice for funding is received.

**Fiscal Report**

The reports were provided in the binder for review. No discussion on this report.

**Regional Activity Reports**

Reports were provided in the binder for review. No discussion on these reports.

**10. BOARD LIAISON REPORT**

Dr. Hilda Medrano, Board Liaison, mentioned that the next Board meeting will be on June 30, 2008 and she will have a detailed of that meeting at the next Policy Council meeting.

**11. STANDING COMMITTEE REPORTS**

No committee reports at this time. The Council was informed of the upcoming Planning Committee meeting in Laredo, Texas on July 17<sup>th</sup> and 18<sup>th</sup>, 2008.

**12. OPEN FORUM**

No Discussion on this agenda item.

**13. CONFIRM DATE AND TIME FOR NEXT MEETING**

The date for the next regular meeting is scheduled for August 23 but will be rescheduled for September 13, 2008 via VPN. Those parents that can not participate via VPN will be able to participate via telephone call.

**14. ADJOURN**

Miguel Acosta made a motion to adjourn the meeting. Maria Ariza, Sergeant At Arms, seconded. Motion carried unanimously. Meeting adjourned at 9:58 A.M.

**TEXAS MIGRANT COUNCIL, INC.  
SUMMARY OF DECISIONS MADE BY POLICY COUNCIL  
JUNE 28, 2008**

- |  |                              |
|--|------------------------------|
| <b>1. APPROVAL OF CARRY OVER BALANCE<br/>FOR YEAR ENDING JANUARY 31, 2008</b>                    | <b>APPROVED</b>              |
| <b>2. APPROVAL OF TODDLER/PRE-SCHOOL MENU 2008-09</b>  | <b>APPROVED</b>              |
| <b>3. AUTHORIZATION OF E-RATE</b>  | <b>APPROVED</b>              |
| <b>4. DECLARE VACANCY FOR INDIANA</b>  |                              |
| <b>5. APPROVE SEATING OF NEW MEMBER - WINTERGARDEN REGION</b>                                    | <b>APPROVED</b>              |
| <b>6. APPROVE/SEATING OF COMMUNITY REPRESENTATIVE<br/>FOR THE WESTERN REGION</b>                 | <b>APPROVED</b>              |
| <b>7. HIRING AND TERMINATION REPORTS<br/>FOR THE MONTH OF APRIL AND MAY</b>                      | <b>APPROVED</b>              |
| <b>8. MINUTES FOR:<br/>REGULAR MEETING ON APRIL 19, 2008<br/>SPECIAL MEETING ON MAY 23, 2008</b> | <b>APPROVED<br/>APPROVED</b> |
| <b>9. CHANGE THE DATE FOR NEXT MEETING TO SEPTEMBER 13, 2008</b>                                 | <b>APPROVED</b>              |

**APPROVED BY** \_\_\_\_\_  
**NAME/TITLE**

**APPROVED ON** \_\_\_\_\_  
**DATE**

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| 2. APPROVAL OF TODDLER/PRE-SCHOOL MENU 2008-09  | APPROVED             |
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| 4. DECLARE VACANCY FOR INDIANA  |                      |
| 5. APPROVE SEATING OF NEW MEMBER - WINTERGARDEN REGION                                  | APPROVED             |
| 6. APPROVE/SEATING OF COMMUNITY REPRESENTATIVE<br>FOR THE WESTERN REGION                | APPROVED             |
| 7. HIRING AND TERMINATION REPORTS<br>FOR THE MONTH OF APRIL AND MAY                     | APPROVED             |
| 8. MINUTES FOR:<br>REGULAR MEETING ON APRIL 19, 2008<br>SPECIAL MEETING ON MAY 23, 2008 | APPROVED<br>APPROVED |
| 9. CHANGE THE DATE FOR NEXT MEETING TO SEPTEMBER 13, 2008                               |                      |

APPROVED BY *Orlando Sanchez PC Secretary*  
NAME/TITLE

APPROVED ON *9/10/08*  
DATE