



TMC
Board of Directors
Special Called Meeting
Live/Via Conference Call
Laredo Texas
August 30, 2010
12 Noon Central Time
OFFICIAL MINUTES

Call to Order by Mr. Louis Daniel Liskai

Let it be remembered that a Special Called Meeting of the TMC Board of Directors was held on Monday, August 30, 2010 at 12 Noon Central Time via Conference Call.

Roll Call Ms. Cordelia L. Valdez; the following members were present:

Mr. Louis Daniel Liskai
Ms. Grace Camargo
MR. Leonel Lopez
Judge Juan Velasquez, III
Ms. Sandy Martinez

Mr. Juan Jose Balli
Dr. Rene Cantu
Mr. Francisco Flores
Mr. Miguel Lopez
Dr. Hilda Medrano
Ms. Blanca Munoz
Senator Cynthia Nava
Reverend Chester Phyffer
Reverend Tino Espinoza
Ms. Maria Rios
Ms. Diana Pena

Not Present:

Ms. Diana Palacios
Mr. Vidal Cantu, Jr.
Mr. Ricardo Gonzalez
Mr. Timothy Ingle
Mr. Juan Massey

Thus constituting a quorum, the TMC Board of Directors proceeded to act upon the Agenda as presented in the meeting notice of August 30, 2010.

Also present was Ms. Mary G. Capello, President/CEO, Mr. Manny Duque, VP of Operations, Mr. Rodney Rodriguez, VP of Compliance, Mr. Jerald Sparenberg, VP of Finance, Mr. Nestor Atkinson, MSHS Director and Ms. Cordelia L. Valdez, BOD Secretary.

03. 10.08.155. Approval of Minutes for Special Meeting August 23, 2010

It was moved by Reverend Chester Phyffer and seconded by Ms. Grace Camargo to approve the minutes of August 23, 2010 as presented.

Motion was approved unanimously.

04.10-08.156. **TMC BOARD TO DISCUSS AND ACT ON THE FOLLOWING:**

- a. Discussion and Possible Action to approve the Amendments/Revisions to TMC's Migrant Seasonal Head Start, Head Start/Early Head Start Program Governance System, Corporate Communications System and Fiscal Management Systems (Requested by Mr. Nestor Atkinson, MSHS Director).

Mr. Nestor Atkinson explained to the Board the revisions were basically the name change to read "TMC" Teaching and Mentoring Communities instead of Texas Migrant Council. All systems with these changes were reviewed by the Policy Council and approved. Mr. Dan Liskai asked if all the systems were consistent. Mr. Atkinson assured the Board that all were in compliance with the TMC Policies and Procedures and Performance Standards.

It was moved by Ms. Grace Camargo and seconded by Ms. Blanca Munoz to accept the Revisions and Amendments to TMC's Migrant and Seasonal Head Start, Head Start/Early Head Start Program Governance, Corporate Communications and Fiscal Management Systems as presented.

Motion was approved unanimously.

- b. Discussion and Possible Action to approve Amendments/Revisions to TMC's Migrant Seasonal Head Start Management Systems to the following:
1. Record Keeping & Recording System
 2. Monitoring System
 3. Budget Revision for Equipment
 4. Board Resolution on Budget Revision

5. MSHS Policy By-Laws
6. Transcript Review Policy and Procedures
7. Selection Enrollment Criteria for Winter, Seasonal & Summer Programs
8. Menu Infants to Six Months
9. Menu Toddlers & Pre School

Ms. Grace Camargo noted that item # 2 on the Monitoring System; the Table of Contents, still showed Texas Migrant Council instead of TMC. She also noted that on item # 3 the correct date on the Resolution to should read August 30, 2010 instead of 23rd.

With no other changes it was moved by Ms. Blanca Munoz and seconded by Ms. Grace Camargo to approve the revisions and amendments to TMC's Migrant and Seasonal Head Start Management Systems with the two corrections as noted.

Motion was approved unanimously.

- c. Discussion and Possible Action to approve the Amended/Revisions to TMC's Migrant and Seasonal Head Start Operational Systems/Plans/Documents to the following:
 1. Policies and Procedures
 2. Staff Development Policies & Procedures
 3. Facilities Policies & Procedures
 4. Family Services Policies and Procedures
 5. Management Information System Policies & Procedures
 6. Eligibility, Recruitment, Selection, Enrollment Attendance Policies and Procedures (ERSEA)
 7. Disabilities Service Policies and Procedures
 8. Mental Health Service Policies and Procedures
 9. Health Service Policies and Procedures part 1 & 2
 10. Child Care Food Program (CCFP) Policies & Procedures
 11. Child Development Policies & Procedures
 12. Transportation Policies & Procedures

13.Migrant and Seasonal Head Start Work Plans

Ms. Grace Camargo addressed the board regarding all the policies and procedure as listed. She had reviewed all polices with proper revisions; all illustrated the correct name change.

It was moved by Ms. Camargo and seconded by Dr. Hilda Medrano to approve TMC's Migrant and Seasonal Head Start Operational Systems/Plans/Document (s) revisions and Amendments as presented from SD 100 to SD 107.

Motion was approved unanimously.

05.10-08-157. Executive Session

None

06.10-08-158. Other Business

The Reverend Chester Phyffer asked regarding the process to have a representative from the State of Oklahoma on the Policy Council. Ms. Capello advised the Reverend that she will review the MSHS Policy Council By-Laws with respect to the process and will advise him at the next nmeeting.

ADJOURNMENT

THE TMC BOARD OF DIRECTORS MAY MEET IN CLOSED SESSION (deliberation regarding real property, personnel matters and consultation with employees) ON ALL MATTERS DEEMED NECESSARY BY THE TMC BOARD.