

**Minutes of the  
March 25, 2019 Regular Meeting of the  
China Spring Independent School District Board of Trustees**

The China Spring I.S.D. Board of Trustees met in a regular meeting on Monday, March 25, 2019. Superintendent Dr. Marc Faulkner, Assistant Superintendent Dr. Kevin Pitts, Executive Director of Finance Brenda Poteet, Executive Director of Instructional Services Jennifer Crook, Director of Special Education Lisa Howard, Dr. Max Rutherford, Miranda Brown, Heather Jenkins and Kim Coe met with the following trustees: Rick Hines, Jeff Bradburn, Holly Dunham, Bubba Galvan, Chris Gerick, Trey Oakley and Matt Penney.

**1. Call to Order**

Rick Hines called the meeting to order at 6:02 p.m. noting that a quorum of Board Trustees was present and that the meeting had been duly called and that notice of the meeting had been posted in accordance with the Texas Government Code Chapter 551.

**2. Prayer**

The prayer was led by Jeff Bradburn.

**3. Pledge of Allegiance**

The pledge was led by Intermediate students in attendance at the meeting.

**4. China Spring ISD Mission and Vision statements**

**A. MISSION STATEMENT**

Our mission, in partnership with the community, is to provide individualized learning experiences to prepare students for success in life.

**B. VISION STATEMENT**

Our vision in China Spring Independent School District is to strive for continuous improvement of our educational system by providing opportunities for all to achieve excellence.

**C. BELIEF STATEMENT**

Embracing diversity, collaboration, and inclusion are necessary for success.

Rick Hines read the statements.

**5. Faculty & Staff Members of the Month**

- a. Elementary Faculty Member of the Month – Kelly Barak
- b. Secondary Faculty Member of the Month – Cody Corntassel
- c. Staff Member of the Month of February – Barret Schuetz
- d. Staff Member of the Month of March – Colton Richards

Dr. Faulkner presented the faculty and staff member awards of the month to Kelly Barak, Cody Corntassel, Barret Schuetz, and Colton Richards.

**6. Public Comment**

Parent Wyndi Klement spoke on the DAEP program and requested the board to re-evaluate the CSISD DAEP program. Student Jaret May spoke to request that Coach/AP David Ellis be allowed to stay as Head Basketball coach next year although he will be moving from a teaching position to an administrative position as Assistant Principal next year.

**7. Approval of minutes from the regularly scheduled board meeting held on February 18, 2019 (Action Item)**

Holly Dunham moved and Matt Penney seconded the motion to approve the minutes from the regularly scheduled board meeting held on February 18, 2019. Rick Hines, Jeff Bradburn, Holly

Dunham, Bubba Galvan, Chris Gerick, Trey Oakley and Matt Penney voted in favor of the motion. The motion carried unanimously.

#### **8. Campus Presentation – Intermediate (Information Item)**

Heather Jenkins and Intermediate students made a presentation on a newsletter called “Toilet Tabloids” to publish student happenings at the Intermediate School. The Intermediate students also demonstrated an interactive learning opportunity called a “Goose Chase”.

#### **9. Reports to the Board (Information Item)**

- A. Extra-Curricular – Athletics
  - B. Extra-Curricular – Band
  - C. Extra-Curricular – FFA
  - D. Executive Director of Business and Finance
  - E. Executive Director of Instructional Services
  - F. Director of Special Education
  - G. Assistant Superintendent
  - H. Questions on Campus Principal Reports
  - I. Superintendent
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- A. Athletics – Coach Brian Bell highlighted athletic soccer, track, and powerlifting successes. Coach Cornassel reported on the athletic training program.
  - B. Band - Mr. Nichelson highlighted band accomplishments.
  - C. FFA – Mr. Espin presented the FFA officers who gave a report on FFA happenings.
  - D. Brenda Poteet presented the Business Managers Report.
  - E. Jennifer Crook presented the Instructional Services Report and gave a presentation on the Destination PD professional development day.
  - F. Lisa Howard presented the Special Education Report.
  - G. Assistant Superintendent Kevin Pitts reported on maintenance and other district issues.
  - H. There were no questions on Campus Principal Reports.
  - I. Dr. Faulkner gave the Superintendent’s report:
    - 1. Retirements - Lynell Jenkins, MS Secretary – retiring in June; Resignations - Blakelee Alexander, Ron Burnham(leaving for AD position at another school), Vanessa Hopkins, Megan Ludwig, Trace Martin, Rebecca Spencer
    - 2. Education Foundation Update – Dr. Faulkner highlighted the recent Top 10% Banquet hosted by the Education Foundation and noted that the Education Foundation Golf Tournament is coming up and encouraged participation.
    - 3. MS Gym Floor – Bruce Thacker, Architect with CP&Y addressed the board on the possibility of adding a moisture barrier underneath the MS Gym Floor to prevent the accumulation of moisture under the gym floor which is causing damage to the wood gym floor.
    - 4. Intermediate School Fencing – Dr. Faulkner discussed the possibility of adding additional fencing around the Intermediate School.

#### **10. Presentation by Steve Adams – Managing Director and Founding Partner of Specialized Public Finance Inc. – on providing financial advisory services to China Spring ISD (Information Item)**

Victor Quiroga, the district’s current Financial Advisor through Frost Bank, has moved to Specialized Public Finance Inc. Steve Adams spoke to the board regarding financial advisory services available from Specialized Public Finance Inc.

#### **11. Consideration, discussion, and possible approval of terminating the district’s financial advisory agreement with Frost Bank (Action Item)**

Jeff Bradburn moved and Bubba Galvan seconded the motion to approve termination of the district’s financial advisory agreement with Frost Bank. Rick Hines, Jeff Bradburn, Holly Dunham, Bubba Galvan, Chris Gerick, Trey Oakley and Matt Penney voted in favor of the motion. The motion carried unanimously.

#### **12. Consideration, discussion, and possible approval of engaging Specialized Public Finance Inc. as the district’s financial advisory firm (Action Item)**

Bubba Galvan moved and Chris Gerick seconded the motion to approve engaging Specialized Public Finance Inc. as the district’s financial advisor. Rick Hines, Jeff Bradburn, Holly Dunham,

Bubba Galvan, Chris Gerick, Trey Oakley and Matt Penney voted in favor of the motion. The motion carried unanimously.

**13. Consideration, discussion, and possible approval of purchasing new weight equipment for the weight room (Action Item)**

Trey Oakley moved and Holly Dunham seconded the motion to approve purchase of new weight room equipment from Samson Equipment through National IPA purchasing coop at a price of \$107,999. Rick Hines, Jeff Bradburn, Holly Dunham, Bubba Galvan, Chris Gerick, Trey Oakley and Matt Penney voted in favor of the motion. The motion carried unanimously.

**14. Consideration, discussion, and possible approval of purchasing new band uniforms for the High School Marching Band (Action Item)**

Holly Dunham moved and Jeff Bradburn seconded the motion to approve purchase of new band uniforms from Stanbury Uniforms through Buy Board at a price of \$106,820.28. Rick Hines, Jeff Bradburn, Holly Dunham, Bubba Galvan, Chris Gerick, Trey Oakley and Matt Penney voted in favor of the motion. The motion carried unanimously.

**15. Consideration, discussion, and possible approval of budget amendments for the 2018-2019 operating budget (Action Item)**

Chris Gerick moved and Bubba Galvan seconded the motion to approve budget amendments for the 2018-2019 operating budget as presented. Rick Hines, Jeff Bradburn, Holly Dunham, Bubba Galvan, Chris Gerick, Trey Oakley and Matt Penney voted in favor of the motion. The motion carried unanimously.

**16. Executive Session, Govt. Code 551.074**

- A. Consideration, discussion, and possible approval of contracts for new teachers for the 2019-2020 school year (Action Item)
- B. Consideration, discussion, and possible approval of contracts for administrators for the 2019-2020 school year (Action Item)

The Board had no questions on the contracts to be approved and therefore elected not to go into executive session.

**17. Action arising from Executive Session (Action Item)**

One year probationary contracts for the 2019-20 school year for Brad Bowden(HS SS/Coach), Jennifer Bowden(1<sup>st</sup> grade), Donna Stovall(1<sup>st</sup> grade), Lacey Smith(2<sup>nd</sup> grade), Emily Turner(2<sup>nd</sup> grade) and Kathryn Bellis(KG) were recommended by Dr. Faulkner. Jeff Bradburn moved and Bubba Galvan seconded the motion to approve the probationary contracts as presented. Rick Hines, Jeff Bradburn, Holly Dunham, Bubba Galvan, Chris Gerick, Trey Oakley and Matt Penney voted in favor of the motion. The motion carried unanimously.

A one year administrative contract for the 2019-20 school year was recommended for Jeremy Gilbert (Elem AP) by Dr. Faulkner. Trey Oakley moved and Matt Penney seconded the motion to approve the probationary contracts as presented. Rick Hines, Jeff Bradburn, Holly Dunham, Bubba Galvan, Chris Gerick, Trey Oakley and Matt Penney voted in favor of the motion. The motion carried unanimously.

**18. Consideration, discussion, and possible approval of the district's banking depository and authorizing Mrs. Poteet and Dr. Faulkner to finalize the district's banking depository contract. (Action Item)**

Matt Penney moved and Trey Oakley seconded the motion to approve First National Bank of Central Texas as the district's selected banking depository and authorize Mrs. Poteet and Dr. Faulkner to finalize the district's depository contract. Rick Hines, Jeff Bradburn, Holly Dunham, Bubba Galvan, Chris Gerick, Trey Oakley and Matt Penney voted in favor of the motion. The motion carried unanimously.

**19. Review district purchases of supplies and personal property (Information Item)**

There were no questions.

**20. Consideration, discussion, and possible approval of the Instructional Materials Allotment (IMA) Fund certification form (Action Item)**

Holly Dunham moved and Bubba Galvan seconded the motion to approve the Instructional Materials Allotment (IMA) Fund certification form. Rick Hines, Jeff Bradburn, Holly Dunham, Bubba Galvan, Chris Gerick, Trey Oakley and Matt Penney voted in favor of the motion. The motion carried unanimously.

**21. Consideration, discussion, and possible approval of the Tennis Court Complex Contract and price of \$1,250,000.00 (Action Item)**

Jeff Bradburn moved and Holly Dunham seconded the motion to approve the bid from Mitchell Construction Company, Inc. for construction of the Tennis Court Complex at a price of \$1,250,000.00. Rick Hines, Jeff Bradburn, Holly Dunham, Bubba Galvan, Chris Gerick, Trey Oakley and Matt Penney voted in favor of the motion. The motion carried unanimously.

**22. Consideration, discussion, and possible approval of an addendum to the China Spring Tennis Court Complex for a price of \$49,837.00 (Action Item)**

Jeff Bradburn moved and Bubba Galvan seconded the motion to approve an addendum for Sun Shades and Cabanas for the Tennis Court Complex at a price of \$49,837.00. Rick Hines, Jeff Bradburn, Holly Dunham, Bubba Galvan, Chris Gerick, Trey Oakley and Matt Penney voted in favor of the motion. The motion carried unanimously.

**23. Consideration, discussion, and possible approval of purchasing a new used minivan to rotate into our fleet of school vehicles for teacher/student travel (Action Item)**

Holly Dunham moved and Matt Penney seconded the motion to approve purchase of a used minivan for our fleet of school vehicles from Bird-Kultgen at a price of \$19,848.57. Rick Hines, Jeff Bradburn, Holly Dunham, Bubba Galvan, Chris Gerick, Trey Oakley and Matt Penney voted in favor of the motion. The motion carried unanimously.

**24. Review of FBA(LEGAL) and FBA(REGULATION) policy and procedures for service animals in school ( Information Item)**

Dr. Faulkner reviewed the district policies for service animals.

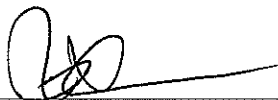
**25. Discussion of future agenda items for April's regular board meeting (Information Item)**

Teacher Contracts  
Possible Budgeting Process Update  
Approve Contracts for Possible New Hires  
Possible MS Crawl Space Bid Approval  
SHAC Report  
Possible Food Service Contract Extension

**26. Adjourn (Action Item)**

Jeff Bradburn moved and Bubba Galvan seconded the motion to adjourn the meeting. Rick Hines, Jeff Bradburn, Holly Dunham, Bubba Galvan, Chris Gerick, Trey Oakley and Matt Penney voted in favor of the motion. The motion carried unanimously.

The meeting was adjourned at 8:25p.m.

  
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President

  
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Secretary