

# Minutes of the Regular Meeting

The Board of Trustees  
Commerce ISD

---

A regular meeting of the Board of Trustees of the Commerce Independent School District was held on April 18, 2017, at 6:00 p.m. at the Commerce ISD Administration Building, 3315 Washington St., Commerce, Texas. President Kathleen Hooten called the meeting to order, extended a warm welcome and announced that a quorum was present. The meeting had been posted for the time and manner required by law.

Board members present were Mrs. Hooten, Mr. Michael Beane, Ms. Etta Herring, Dr. Mark Reid, Mr. Randy Starks and Mr. Gabe Wittkopf. Dr. LaVelle Hendricks was absent.

## **Executive Session...**

Mrs. Hooten announced that the Board would convene in executive session at 6:07 p.m. to consider personnel (§551.074) and private consultation with Board's attorney, if needed (§551.071).

## **Reconvene from Executive Session...**

Mrs. Hooten announced that the Board ended its closed session 7:07 p.m. on April 18, 2017.

## **Opening Activities**

Mr. Starks led an invocation. The pledge to the U.S. flag was led by Mr. Wittkopf and the pledge to the Texas flag was led by Ms. Herring.

## **Recognition**

The Board recognized regional and state powerlifter qualifier Brayden Lopez, regional powerlifting qualifier Tahae Henry, Varsity Boys Basketball Co-District Champions, Claire Dobbs, Academic All-State Girls Basketball Team; Claire Dobbs and Kassady Todhunter, All-State Cheerleading and Academic All-State Cheerleading. Lopez and Henry were unable to attend.

Texas State Solo & Ensemble Qualifiers included Grace Tolly, Joseph Jang and Caitlin Sneed. Jang did not attend.

Lisa Young was recognized as the Commerce Elementary School Teacher of the Year.

## **Action on Items Discussed in Executive Session**

Mr. Wittkopf made a motion to accept the resignations of Eddie Barker, Jeff Cleveland, Judy Evans, Brian Lewis and Travis Smith, CHS teachers; Amber Sanders, Stefanie Spinks and Paul Turner, CMS; Patricia Hawkins, ACW; and Weston Evans, CES. Mr. Starks seconded the motion. The motion carried unanimously.

138

April 18, 2017

Page 2

Mr. Wittkopf made a motion to approve a fourth year probationary contract for James Mills and extend contracts for teachers, counselors, school nurse and athletic trainer as presented (see attached). Mr. Starks seconded the motion. The motion carried unanimously.

Mr. Wittkopf made a motion to accept the resignation of Kacie Crowson, Tri County speech language pathologist. Ms. Herring seconded the motion. The motion carried unanimously.

Mr. Wittkopf made a motion to extend contracts of Tri County SSA Personnel as presented (see attached). Mr. Starks seconded the motion. Dr. Reid abstained and all others voted for the contract extensions.

#### **Citizens' Comments**

None.

#### **Consent Agenda**

Mr. Wittkopf made a motion to approve the minutes of the regular meeting on March 23, 2017 and the financial statements and investment summary for March 2017. Dr. Reid seconded the motion. The motion carried unanimously.

#### **Consider Renewal Agreement with Chartwells**

Director of Finance John Walker explained that this was the second renewal of the five-year agreement with Chartwells. Management fees were increasing .04/1 cent; however, participation was down. Mr. Starks made a motion to approve Chartwells renewal agreement as presented. Ms. Herring seconded the motion. The motion carried unanimously.

#### **Discuss 2016-2017 Budget as it Relates to Enrollment**

Mr. Walker explained that because of a 63 student drop in enrollment from this time last year, this year's budget was \$226,000 in the red. He said that funds for several items were not expended so that could help make up the deficit.

#### **Appoint Board Member to Serve on Teacher of the Year Selection Committee**

Mr. Starks made a motion to name Kathleen Hooten to the Teacher of the Year selection committee. Ms. Herring seconded the motion. The motion carried unanimously.

#### **Presentation of Results of Elementary Curriculum Audit**

Dr. Tremmel explained that Robyn Hartzell was contracted to conduct an elementary curriculum audit at CES and ACW. Ms. Hartzell offered ideas for improvement that would be included in the professional development plan.

CES Principal Diane Stegall and ACW Principal Lisa Palazzetti explained their plan of action based on the findings of the audit. CES will focus on writing program, testing/assessments, anchor charts and prime time. ACW priorities will be reading and writing.

**Presentation of 2017-2018 #cisdPR1DE Professional Development Plan**

Assistant Superintendent Dr. Patricia Tremmel introduce Cari Sturch, elementary curriculum coordinator, who explained the new professional plan and catalog that teachers could use to plan their PD with principal's approval. She said that a badge accomplishment system was being used as a visible reminder of trainings completed. Heather Kilgore, instructional technology coordinator, explained how an online book story would also enhance teachers' thought process.

Mrs. Hooten said that the collaboration was impressive and that she appreciated the time and efforts of the iCAT team to develop the program.

**Discuss Professional Development Stipend**

Mr. Alderman said that the Distinguished Professional Development Plan that awarded cash incentives for PD completion, was being discontinued for the 17-18 school year and, if funds allowed, additional money could be awarded to employees at mid year.

**Consider Approval of Waiver from TEC Code §21.35(a)(2) and 21.352 (a)(2)(B) as it Relates to Student Growth Within the Teacher Appraisal System**

Dr. Tremmel explained that a waiver was necessary if the District wanted to delay having the student growth indicated included in the T-TESS teacher appraisal. Mr. Wittkopf made a motion to approve waiver as presented. Mr. Beane seconded the motion. The motion carried unanimously.

**Consider Approval of TASB Local Policy Update 107 affecting local policies:**

**CDC(LOCAL): OTHER REVENUES - GIFTS AND SOLICITATIONS**

**CJ(LOCAL): CONTRACTED SERVICES**

**DC(LOCAL): EMPLOYMENT PRACTICES**

**DEE(LOCAL): COMPENSATION AND BENEFITS - EXPENSE REIMBURSEMENT**

**DFAA(LOCAL): PROBATIONARY CONTRACTS - SUSPENSION/TERMINATION DURING CONTRACT**

**DFBA(LOCAL): TERM CONTRACTS - SUSPENSION/TERMINATION DURING CONTRACT**

**DFCA(LOCAL): CONTINUING CONTRACTS - SUSPENSION/TERMINATION**

**FEA(LOCAL): ATTENDANCE - COMPULSORY ATTENDANCE**

**FJ(LOCAL): STUDENT FUNDRAISING**

**GE(LOCAL): RELATIONS WITH PARENT ORGANIZATIONS**

Mr. Wittkopf made a motion to approve Local Policies as presented. Dr. Reid seconded the motion. The motion was approved unanimously.

**Discuss District Participation in TASB Business Recognition Program**

Mr. Alderman said he would like to participate in the program of business recognition set up by TASB to encourage businesses to support our schools.

140

April 18, 2017

Page 4

**Consider Acceptance of Bids Received on Resale Property Proposed by Tax Attorneys**

Dr. Reid made a motion to accept bids on 6.6-acre tract of property off CR 4410. Mr. Starks seconded the motion. The motion was approved unanimously.

**Informational Reports**

Mr. Alderman noted that enrollment was down 63 students from this time last year--1570.

The CSSE Foundation proceeds from the Boots & BBQ Celebration & Fundraiser exceeded \$16,000.

The Special Olympics track meet will be held Friday, April 21 at Texas A&M University-Commerce's Memorial Stadium. Over 275 athletes from 17 school district participated.


Mr. Alderman gave a capital project status update.


A TASB board training will be held at Texas A&M University-Commerce on May 16.

A special team of eight training is set for 6 p.m. on April 25 in the Professional Development Room. The next regular board meeting was scheduled for 7 p.m., Monday, May 15, 2017, with executive session at 6 p.m. A budget study session was set for 6:30 p.m., May 8, 2017.

**Adjournment...**

Mr. Wittkopf made a motion to adjourn the meeting and Ms. Herring seconded the motion. Mrs. Hooten stated that the meeting was adjourned.

  
Kathleen Hooten, President  
CISD Board of Trustees

  
Etta Herring, Secretary  
CISD Board of Trustees

**Commerce High School  
Contract Renewals Proposed 2017-2018**

First name	Last name	Contract	Position	Type	Days	School	Months
Karri	Anderson	Term	Certified Classroom Teacher			CHS	10
Matt	Brewer	Term	Certified Classroom Teacher			CHS	10
Roger	Brown	Term	Certified Classroom Teacher/Coach	Dual		CHS	10
Terry	Buckley	Term	Certified Classroom Teacher			CHS	10
Carrie	Campbell	Term	Certified Classroom Teacher			CHS	10
Tina	Christian	Term	Certified Classroom Teacher			CHS	10
Paul	Clark	Probationary 3rd year	Certified Classroom Teacher			CHS	10
Sawyer	Colvin	Term	Certified Classroom Teacher			CHS	10
Christi	Coplin	Term	Certified Classroom Teacher			CHS	10
Dustee	Daugherty	Term	Certified Classroom Teacher			CHS	12
Ron	Dizer	Term	Certified Classroom Teacher			CHS	10
Chad	Harris	Term	Certified Classroom Teacher			CHS	10
Glenda	Henderson	Term	Certified Classroom Teacher			CHS	10
Shelley	Jones	Term	Certified Classroom Teacher/Coach	Dual		CHS	10
Earvin	Larry	Term	Certified Classroom Teacher			CHS	10
Lisa	Lipstraw	Term	Certified Classroom Teacher			CHS	10
Fany	Loftin	Term	Certified Classroom Teacher			CHS	10
Devan	Marrow	Term	Certified Classroom Teacher			CHS	10
Tommy	Marshall	Term	Certified Classroom Teacher			CHS	12
James	Mills	Probationary 4th yr	Certified Classroom Teacher/Coach			CHS	10
Amy	Nolan	Term	Certified Classroom Teacher			CHS	10
David	Polk	Term	Certified Classroom Teacher/Band Dir	Dual	226	CHS	12
Colton	Reynolds	Term	Certified Classroom Teacher/Coach	Dual		CHS	10
Katie	Ritchie	Term	Certified Classroom Teacher			CHS	10
Suzann	Roden	Term	Certified Classroom Teacher			CHS	10
Jerry	Sturch	Term	Certified Counselor		226	CHS	12
Scott	Wilson	Term	Certified Classroom Teacher/Coach	Dual		CHS	10
Mary	Wyse	Term	Certified Classroom Teacher			CHS	10

First name	Last name	Contract	Position	Type	Days	School	Months
Jeff	Davidson	Continuing	Certified Teacher/Coach	Dual	*	CHS	10
Amanda	Parsley	Term	Certified C.Teacher/Ath Trainer	Dual	216	CHS	11
Kathryn	Myers	Term	Nurse		197	CES	10
Jessica	Duckworth	Term	Librarian/Media Specialist			CHS	10
Jenna	O'Neal	Term	Certified Teacher/Coach	Dual	207	CHS	11

*\*Jeff Davidson will remain in a continuing contract but he will have a 226-day work schedule and pay.*

**Commerce Middle School--Contract Renewals Proposed 2017-2018**

<b>First name</b>	<b>Last name</b>	<b>Contract</b>	<b>Position</b>	<b>Type</b>	<b>Days</b>	<b>School</b>	<b>Months</b>
Christine	Beard	Term	Certified Classroom Teacher			CMS	10
Elizabeth	Bialecki	Term	Certified Teacher/Band Director	Dual		CMS	11
Julie	Brown	Term	Certified Classroom Teacher	Dual		CMS	10
Tracy	Brown	Term	Certified Classroom Teacher			CMS	10
Kim	Bruister	Term	Certified Classroom Teacher			CMS	10
Aaron	Cleveland	Probationary 3rd yr	Certified Classroom Teacher			CMS	10
Pam	Cole	Term	Certified Classroom Teacher			CMS	10
Autumn	Deason	Term	Certified Classroom Teacher			CMS	10
Chaz	Dickerson	Probationary 3rd yr	Certified Teacher/Coach	Dual		CMS	10
John	Dobson	Term	Certified Classroom Teacher			CMS	10
Pam	Eilers	Term	Certified Classroom Teacher			CMS	10
Shelbie	Embros	Term	Certified Counselor		216	CMS	11
Maria	Garza	Probationary 2nd yr	Certified Classroom Teacher			CMS	10
Kirby	Gilbert	Term	Certified Classroom Teacher			CMS	10
Curt	Hale	Term	Certified Classroom Teacher			CMS	10
Brock	Hunter	Probationary 2nd yr	Certified Classroom Teacher			CMS	10
Nicole	Joyce	Probationary 3rd yr	Certified Classroom Teacher			CMS	10
Margaret	London	Term	Certified Classroom Teacher			CMS	10
Michelle	Martinez	Term	Certified Classroom Teacher			CMS	10
Patricia	Nelle	Term	Certified Classroom Teacher			CMS	10
Cindy	Pierce	Term	Certified Classroom Teacher			CMS	10
Joey	Scott	Term	Certified Teacher/Coach	Dual		CMS	10
Nick	Smith	Term	Certified Classroom Teacher			CMS	10

**A.C. Williams Elementary  
Contract Renewals Proposed 2017-18**

First name	Last name	Contract	Position	Type	Days	Months
Cari	Aaron	Probationary 2nd yr	Certified Classroom Teacher			10
Carol	Adams	Term	Certified Classroom Teacher			10
Katy	Bleyl	Probationary	Certified Classroom Teacher			10
Latisha	Britton	Term	Certified Classroom Teacher			10
Lisa	Burden	Term	Certified Classroom Teacher			10
Joanna	Byrd	Term	Certified Classroom Teacher			10
Kortney	Clayton	Term	Certified Classroom Teacher			10
Alice	Dizer	Term	Certified Classroom Teacher			10
Whitney	Fox	Probationary last yr	Certified Classroom Teacher			10
Linda	Grubert	Term	Certified Counselor		207	11
Meagan	Heath	Term	Certified Classroom Teacher			10
Karen	Hubbert	Term	Certified Classroom Teacher			10
Brenda	Kelly	Term	Certified Classroom Teacher			10
Sarah	Looney	Probationary 3rd year	Certified Classroom Teacher			10
Carolyn	McKinney	Term	Certified Classroom Teacher			10
Julie	McLeroy	Continuing	Certified Classroom Teacher			10
Jackie	McMinn	Term	Certified Classroom Teacher			10
Teresa	Robinson	Term	Certified Classroom Teacher			10
Amy	Scaff	Term	Certified Classroom Teacher			10
Brooke	Sellers	Term	Certified Classroom Teacher			10
Kelli	Talley	Term	Certified Classroom Teacher			10
Terrie	Thompson	Term	Certified Classroom Teacher			10
Kortni	Toon	Term	Certified Classroom Teacher			10
Shelia	Waits	Term	Certified Classroom Teacher			10
Kaitlin	Wells	Probationary 2nd year	Certified Classroom Teacher			10
Rachel	West	Probationary 2nd year	Certified Classroom Teacher			10

**Commerce Elementary School  
Contract Renewals Proposed 2017-2018**

<b>First name</b>	<b>Last name</b>	<b>Contract</b>	<b>Position Type</b>	<b>Days</b>	<b>School</b>	<b>Months</b>
Samantha	Bland	Term	Certified Classroom Teacher		CES	10
Angie	Burns	Term	Certified Classroom Teacher		CES	10
Wendy	Bridges	Term	Certified Classroom Teacher		CES	10
Chloe	Cotton	Probationary 2nd yr	Certified Classroom Teacher		CES	10
Tracy	Crews	Term	Certified Classroom Teacher		CES	10
Karen	Davis	Term	Certified Classroom Teacher		CES	10
Shylo	Faske	Probationary 2nd yr	Certified Classroom Teacher		CES	10
Sondra	Feduccia	Term	Certified Classroom Teacher		CES	10
Misti	Gardner	Term	Certified Classroom Teacher		CES	10
Dee Dee	Harris	Term	Certified Classroom Teacher		CES	10
Marilyn	Henson	Continuing	Certified Classroom Teacher		CES	10
Nicole	Johnson	Term	Certified Classroom Teacher		CES	10
Carrie	Kimbrell	Term	Certified Classroom Teacher		CES	10
Melody	Kimbrell	Probationary 2nd yr	Certified Classroom Teacher		CES	10
Sara	McCarthy	Term	Certified Classroom Teacher		CES	10
Lauren	McPherson	Term	Certified Classroom Teacher		CES	10
Belinda	Miller	Term	Certified Counselor	197	CES	10
Rhonda	Overman	Term	Certified Classroom Teacher		CES	10
Diana	Pemberton	Term	Certified Classroom Teacher		CES	10
Randy	Phillips	Term	Certified Classroom Teacher		CES	10
Stephanie	Pullen	Term	Certified Classroom Teacher		CES	10
Mahra	Sanders	Term	Certified Classroom Teacher		CES	10
Stefanie	Spinks	Term	Certified Classroom Teacher		CES	10
Melissa	Towne	Term	Certified Classroom Teacher		CES	10
Amber	Wagner	Probationary 2nd yr	Certified Classroom Teacher		CES	10
Eilene	Weimar	Term	Certified Classroom Teacher		CES	10
Stacy	Williams	Term	Certified Classroom Teacher		CES	10



Tri County SSA Contract Renewals 2017-2018

First name	Last name	Contract type	Months	Position	Days
Jeremy	Bridges	Term	10	Transition Coordinator	197
Nancy	Brightwell	Term	10	an Educational Diagnostician	197
Nicholas	Campbell	Term	10	a Certified Teacher	187
Kris Ann	Clark	Term	10	a Speech/Language Assistant	187
Brandy	Coffey	Non-certified Professional	10	a Licensed Specialist in School Psycho	197
Kristy	Davidson	Term	10	an Educational Diagnostician	197
Jana	Draughn	Term	156 days	a Speech/Language Assistant	156
Debra	Farquhar	Term	10	an Educational Diagnostician	197
Sabrina	Green	Non-certified Professional	10	a Licensed Specialist in School Psycho	192
Jennifer	Helge	Term	10	an Educational Diagnostician	197
Julia	Huff	Term	10	an Educational Diagnostician	197
Dusti	James	Term	10	an Educational Diagnostician	197
Mindy	Minter	Term	10	a Speech/Language Assistant	187
Gaby	Mireles	Probationary	10	an Educational Diagnostician	197
Stephanie	Moreland	Term	10	an Educational Diagnostician	197
Cindy	Ray	Term	10	an Educational Diagnostician	197
Melinda	Reid	Term	10	an Educational Diagnostician	197
Laura	Riddle	Term	175 days	a Certified Occupational Therapist	175
Randy	Shannon	Term	10	a Certified Teacher	187
Kathy	Summers	Term	10	a Special Education Counselor	192
Cathy	Younger	Term	10	a Certified Speech Therapist	187