

**Hitchcock ISD  
Regular Meeting  
Minutes  
October 20, 2020**

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A Regular Meeting of the Board of Trustees of Hitchcock ISD was held virtually on Tuesday, October 20, 2020, beginning at 6:30 PM.

- I. Call to Order - Meeting was called to order by President Allen at 6:32 PM.
- II. Establish a Quorum - Trustees present via teleconference were Chad Allen, President; Ted Robinson, Jr., Vice President; Tom Ivey, Secretary; Edward Wilson, Member; Michelle Cantrell, Member; Dr. Shirley Price, Member; and Tony Combs, Member. No Trustees were absent.  
  
HISD employees present at meeting were Travis Edwards, Superintendent; Chris Armacost, Director of Facilities & Operations; Jennifer Donovan, Finance Director; Laurie Gilcrease, Hitchcock High School Principal; Cherissa Crawford, Crosby Middle School Principal; Lisa Fain, Stewart Elementary Principal; Connie White, Hitchcock Primary School Principal; Ethel Gaines, Kids' First Head Start Director; Patrick Faour, Assessment Coordinator; Sharanda Harrison-Anderson, HR Coordinator; Sara Roach, Special Programs Coordinator; and Dr. Tucker, Curriculum and Instruction Coordinator.
- III. Public Participation – There was one public participation email received from employee Brenda Kemmerling and it was sent to all Trustees in their board packet.
- IV. Reports/Information from the Superintendent and Administrators
  - A. Superintendent's Reports – Mr. Edwards recognized Kids First Head Start for National Head Start Month, Officer Zuniga for outstanding performance, Sharanda Harrison-Anderson for Human Resources Day, all Principals and Assistant Principals for Principal's Month, and the Transportation Department for Transportation month. Mr. Edwards also reviewed all Superintendent reports with the Board.
  - B. Principal's Reports – Each Principal reviewed their campuses report with the Board.
- V. Consent Agenda - A motion was made by Tom Ivey and seconded by Ted Robinson, Jr. to approve the consent agenda items as presented. Motion carried with all in favor.
  - A. Minutes
  - B. Monthly Financial Report, Check Register, and Investment Report
  - C. Monthly Tax Collection Report
  - D. Monthly KFHS Financial Report and Check Register
  - E. Monthly GGCC/SHARS Financial Report and Check Register
- VI. Action
  - A. Consider approval of the Annual Statement of Investments - A motion was made by Tom Ivey and seconded by Michelle Cantrell to approve the Annual Statement of Investments for the fiscal year ending August 31, 2020, as presented and recommended by the administration. Motion carried with all in favor.
  - B. Review Investment policy CDA (Local) and approve Resolution to confirm or amend policy - A motion was made by Tom Ivey and seconded by Mr. Wilson to approve the attached Resolution, reflecting no change in CDA (Local), as presented and recommended by the administration and the Finance Committee. Motion carried with all in favor.

- C. Consider approval of Proclamation naming October 2020 as Principal's Month - A motion was made by Tom Ivey and seconded by Mr. Wilson to approve the HISD Board of Trustee Proclamation naming October 2020 as Principal's month as presented and recommended by the administration. Motion carried with all in favor.
- D. Consider approval of Resolution naming October 14, 2020, Human Resources Day - A motion was made by Tom Ivey and seconded by Michelle Cantrell to approve October 14, 2020, as Human Resources Day as presented and recommended by the administration. Motion carried with all in favor.
- E. Consider approval of delegate and alternate to the 2021 Houston-Galveston Area Council (HGAC) - A motion was made by Tom Ivey and seconded by Ted Robinson, Jr. to nominate Michelle Cantrell as Delegate and Tom Ivey as Alternate to the HGAC 2021 General Assembly. Motion carried with all in favor.
- F. Consider approval of the 2021 Legislative Priorities Draft proposed by Galveston County Schools Consortium - A motion was made by Tom Ivey and seconded by Edward Wilson to approve the attached 2021 Legislative Priorities Draft proposed by Galveston County Schools Consortium as presented and recommended by the administration. Motion carried with all in favor.
- G. Consider approval of changes to the 2020-2021 school calendar - A motion was made by Tom Ivey and seconded by Michelle Cantrell to approve changes to the 2020-2021 Academic Calendar as presented and recommended by the administration. Motion carried with all in favor.

VII. Discussion/Possible Action

- A. Review and possibly take action to change the Districts Facilities Usage Form – no changes made or action taken.
- B. Discuss and possibly take action regarding remote instruction in Hitchcock ISD – discussed by Superintendent and Trustees and no action taken at this time.

VIII. Closed Session - Mr. Allen, Board President, called the members of the Board of Trustees into Closed session at 8:10 PM for the purposes permitted as authorized by the Texas Open Meetings Act, Texas Government Code Section:

A. Personnel Matters: Pursuant to Section 551.074 of the Texas Government Code

1. Discuss the employment of new professional employee(s) for the 2020-2021 school year
2. Discuss the contracts, duties, re-assignments, discipline, and evaluation of trustees, officers, superintendent, principals, assistant principals, directors, coordinators, police chief, teachers, counselors, librarian, district nurse, and at-will employees.

IX. Reconvene from Closed Session for action, if any, from Closed Session - Trustees reconvened from closed session at 8:45 PM.

X. Suggested Future Agenda Items - none

XI. Announcement(s) – Homecoming is this Friday and if we win the game we are in the playoffs.

XII. Adjourn – Meeting adjourned at 8:46 PM.

Linda Leuschen  
Recording Secretary

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HISD Board President  
Chad Allen

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HISD Board Secretary  
Tom Ivey