

**Hitchcock ISD
Regular Meeting
Minutes
April 7, 2020**

A Regular Meeting (rescheduled) of the Board of Trustees of Hitchcock ISD was held Tuesday, April 7, 2020, beginning at 6:30 PM via teleconference.

- I. Call to Order - The meeting was called to order by President Allen at 6:31 PM. Trustees present via teleconference were Chad Allen, President; Ted Robinson, Jr. Vice-President; Tom Ivey, Secretary; Edward Wilson, Member; Tony Combs, Member; Michelle Cantrell, Member; and Dr. Shirley Price, Member.

HISD employees present at meeting were Travis Edwards, Superintendent; Chris Armacost, Director of Facilities & Operations; Jennifer Donovan, Finance Director; Evangelina Guerra, GGCC 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; Dr. Beebe, Curriculum and Instruction Coordinator; and Chief Filidei.

II. Pledge of Allegiance

A. United States Flag

B. Texas Flag *"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."*

III. Establish a Quorum – all Trustees are present.

IV. Public Participation – no public participation was submitted.

V. Consent Agenda - A motion was made by Tom Ivey and seconded by Mr. Wilson to approve the Consent Agenda 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. Reports/Information

A. Superintendent's Reports - Mr. Edwards reviewed all superintendent reports with the Board.

B. Principal's Reports - Each Principal reviewed their campus' report.

VII. Action

A. Consider approval of Food Service Management Contract – A motion was made by Tom Ivey and seconded by Dr. Price to approve a one-year extension of the Food Service Management Agreement with Chartwells for the 2020-2021 school year, which is the fourth year under a five-year contract, as presented and as recommended by the administration. Motion carried with all in favor.

- B. Approve TEKS Certification - A motion was made by Tom Ivey and seconded by Michelle Cantrell to approve the Instructional Materials Allotment and TEKS Certification for 2020-2021 school year as presented and recommended by the administration. Motion carried with all in favor.
 - C. Consider approval of Budget Amendment #3 for the 2019-2020 school year - A motion was made by Tom Ivey and seconded by Mr. Wilson to approve budget amendment #3 for the 2019-2020 school year as presented and as recommended by the administration. Motion carried with all in favor.
 - D. Consideration and possible action regarding postponing the May 2, 2020, General Election to November 3, 2020, including Adoption of an Order under the Authority of the Texas Governor's Proclamation – A motion was made by Tom Ivey and seconded by Shirley Price to Adopt the Order to postpone the General Election to November 3, 2020 as presented and recommended by the administration. Motion carried with all in favor.
 - E. Discuss, consider, and possible adoption of Board Resolution authorizing payment and leave for personnel, authorizing the Superintendent to apply for waivers, and authorizing the Superintendent to address other operational issues in order to accommodate emergency school closures and delivery of remote instruction due to COVID-19 - A motion was made by Tom Ivey and seconded by Dr. Price to approve the Board Resolution authorizing payment and leave for personnel, authorizing the Superintendent to apply waivers, and authorizing the Superintendent to address other operational issues in order to accommodate emergency school closures and delivery of remote instruction due to COVID-19 as presented and as recommended by the administration. Motion carried with all in favor.
 - F. Discuss, consider, and possible adoption of Board Resolution delegating specific purchasing and procurement authority to the Superintendent in order to accommodate Emergency School Closures and delivery of remote Instruction due to COVID-19 - A motion was made by Tom Ivey and seconded by Edward Wilson to approve the Board Resolution delegating specific purchasing and procurement authority to the Superintendent in order to accommodate Emergency School Closures and delivery of remote instruction due to COVID-19 as presented and as recommended by the administration. Motion carried with all in favor.
 - G. Discuss, consider, and possible adoption of Board Resolution for modifying certain policies and procedures on grading, promotion, class rank, and related instructional issues and delegating authority to the Superintendent regarding same due to COVID-19 - A motion was made by Tom Ivey and seconded by Michelle Cantrell to approve Board Resolution for modifying certain policies and procedures on grading, promotion, class rank, and related instructional issues and delegating authority to the Superintendent regarding same due to COVID-19 as presented and as recommended by the administration. Motion carried with all in favor.
- VIII. Closed Session - Mr. Allen, Board President, called the members of the Board of Trustees into Closed session at 8:06 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 proposed Chapter 21 and Non-Chapter 21 contracts for administrators, professionals, directors, coordinators, counselors, librarians, and nurses
 - 2. Discuss proposed Chapter 21 contracts for teachers for the 2020-2021 school year
 - a. One-Year Probationary Contracts + Certification Addendum
 - b. One-Year Probationary Contracts
 - c. One-Year Term Contracts

3. Discuss the employment of new professional employee(s) for the remainder of the 2019-2020 school year
4. Discuss the contracts, duties, re-assignments, discipline, and evaluation of trustees, officers, superintendent, principals, assistant principals, directors, coordinators, police chief, teachers, counselors, librarians, district nurse, and at-will employees.

IX. Reconvene from Closed Session for action, if any, from Closed Session - Trustees reconvened from closed session at 8:55 PM.

A motion was made by Mr. Ivey and seconded by Shirley Price to approve chapter 21 and non-chapter 21 contracts for administrators, professionals, directors, coordinators, counselors, librarians, and nurses for the 2020-2021 school year as presented and recommended by the administration. Motion carried with all in favor.

A motion was made by Mr. Ivey and seconded by Mr. Wilson to approve all chapter 21 contracts (one year probationary contract + certification addendum, one-year probationary contracts, and one-year term contracts) for teachers for the 2020-2021 school year. Motion carried with all in favor.

X. Suggested Future Agenda Items - none

XI. Announcement(s) - none

XII. Adjourn – Meeting was adjourned at 9:00 PM.

Linda Leuschen
Recording Secretary

HISD Board President
Chad Allen

HISD Board Secretary
Tom Ivey