

**Hitchcock ISD
Regular Meeting
Minutes
November 19, 2019**

A Public Meeting and Regular Meeting of the Board of Trustees of Hitchcock ISD was held Tuesday, November 19, 2019, beginning at 6:30 PM in the Hitchcock ISD Boardroom located at 7801 Neville, Hitchcock, Texas.

- I. Call to Order - The meeting was called to order by President Allen at 6:30 PM. Trustees present at the meeting were Chad Allen, President; Ted Robinson, Jr. Vice-President; Tom Ivey, Secretary; Edward Wilson, Member; Michelle Cantrell, Member; and Shirley Price, Member. Tony Combs, Member, was absent. HISD employees present at meeting were Travis Edwards, Superintendent; Jennifer Donovan, Finance Director; Chris Armacost, Director of Facilities & Operations; Laurie Gilcrease, High School Principal; Cherissa Crawford, Crosby Middle School Principal; Lisa Fain, Stewart Elementary School 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, C & I Coordinator; and Chief Filidei.
- II. Pledge of Allegiance
 - A. United States Flag – Tom Ivey led the members of the Board of Trustees and patrons in the Pledge of Allegiance to the U.S. flag.
 - B. Texas Flag – Ted Robinson, Jr. led the members of the Board of Trustees and patrons in the Pledge to the Texas flag.
- III. Recognitions – Student – Ms. Gilcrease and Mr. Edwards gave out the Top 5 Awards to High School Students.
- IV. Public Hearing to present Hitchcock ISD's FIRST State Financial Accountability Rating for 2017-2018 - Ms. Donovan gave an overview of the FIRST Report for Hitchcock ISD for the 2017-2018 school year.
 - A. Overview of School FIRST (Financial Integrity Rating System)
 - B. Presentation and discussion on Hitchcock ISD's 2017-2018 FIRST Rating
 - C. Public comments pertaining to the District's State Financial Accountability Rating for 2017-2018 – Ms. Kathy Marullo, Texas First Bank, congratulated Ms. Donovan and stated she is glad we are continuing to work towards a higher rating.
- V. Public Participation – Eleanor Spells presented CMS Historical items to the Board of Trustees and Mr. Edwards and Trustees agreed that items would be located and displayed at Crosby Middle School.

VI. Consent Agenda - A motion was made by Tom Ivey and seconded by Ted Robinson, Jr. 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 GGCC/SHARS Financial Report and Check Register

E. Monthly KFHS Financial Report and Check Register

VII. Reports/Information - October 2019

A. Superintendent Reports - Mr. Edwards reviewed all reports provided by the Superintendent

B. Principal's Reports – Mr. Edwards and Principals reviewed the principal reports for each campus.

VIII. Action

A. Consider approval of District/Campus Improvement Plans for the 2019-2020 school year – No action taken

B. Notice of Deadline to File Applications for Place on the Ballot - A motion was made by Tom Ivey and seconded by Shirley Price to approve for Ms. Leuschen to post the attached Notice of Deadline to File Application for Place on the Ballot at the Administration Building. Motion carried with all in favor.

C. Consider approval of out-of-state travel to Chicago, IL for the National School Board Association Annual Conference April 2-6, 2020 - A motion was made by Tom Ivey and seconded by Edward Wilson to approve the out-of-state travel to Chicago, IL for the National School Board Conference from April 2-6, 2020, as presented and as recommended by the administration. Motion carried with all in favor.

D. Consider approval of out-of-state travel to Anaheim, CA for National Head Start Association Parent Conference December 8-12, 2019 - A motion was made by Tom Ivey and seconded by Shirley Price to approve the out-of-state travel to Anaheim, CA for the National Head Start Parent Conference from December 8-12, 2019, as presented and as recommended by the administration. Motion carried with all in favor.

E. Consider approval of out-of-state travel to Washington, DC for Winter Leadership Institute for Jennifer Donovan to represent the KFHS program - A motion was made by Tom Ivey and seconded by Edward Wilson to approve the out-of-state travel to Washington, DC for the National Head Start Conference from January 27-30, 2020, as presented and as recommended by the administration. Motion carried with all in favor.

F. Consider approval of Budget Amendment #2 for the 2019-2020 school year - A motion was made by Tom Ivey and seconded by Shirley Price to approve budget

amendment #2 for the 2019-2020 school year as presented as recommended by the administration. Motion carried with all in favor.

- G. Consider ballot selection of Galveston Central Appraisal District Directors and approve Resolution regarding said ballot - A motion was made by Tom Ivey and seconded by Michelle Cantrell to cast all 72 votes for Don Gartman to serve as a Director on the Galveston Central Appraisal Districts Board and to approve the resolution regarding said ballot. Motion carried with all in favor.

IX. Discussion/Possible Action

- A. Discuss and possibly take action to change the 2019-2020 school calendar – A motion was made by Tom Ivey and seconded by Edward Wilson to change January 17, 2020 from a data day to a regular instruction day. Motion carried with all in favor.

- X. Closed Session - Mr. Allen, Board President, called the members of the Board of Trustees into Closed session at 8:03 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 2019-2020 school year
 2. Discuss the contracts, duties, re-assignments, discipline, and evaluation of trustees, officers, superintendent, principals, assistant principals, directors, coordinators, teachers, counselors, librarian, District Nurse, and at-will employees.

- XI. Reconvene from Closed Session for action, if any, from Closed Session - Trustees reconvened from Closed Session at 9:45 PM.

A motion was made by Tom Ivey and seconded by Shirley Price to formally accept the resignation of Amy Norris. Motion carried with all in favor.

A motion was made by Tom Ivey and seconded by Edward Wilson to employ Melissa Revak under a Probationary One-Year Contract + Certification Addendum – Teacher for the remainder of the 2019-2020 school year as presented and as discussed in executive session. Motion carried with all in favor.

- XII. Suggested Future Agenda Items - None

- XIII. Announcement(s) - None

- XIV. Adjourn – meeting adjourned at 9:45 PM.

Linda Leuschen
Recording Secretary

HISD Board President
Chad Allen

HISD Board Secretary
Tom Ivey