

**Hitchcock ISD
Regular Meeting
Minutes
October 15, 2019**

A Regular Meeting of the Board of Trustees of Hitchcock ISD was held Tuesday, October 15, 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; Edward Wilson, Member; and Michelle Cantrell, Member. Tom Ivey, Secretary; Tony Combs, Member; and Shirley Price, Member were all 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; Ethel Gaines, Kids' First Head Start Director; Patrick Faour, Assessment Coordinator; Sharanda Harrison-Anderson, HR Coordinator; Sara Roach, Special Programs Coordinator; and Chief Filidei.
- II. Pledge of Allegiance
 - A. United States Flag - Ted Robinson, Jr. led the members of the Board of Trustees and patrons in the Pledge of Allegiance to the U.S. flag.
 - B. Texas Flag – Edward Wilson led the members of the Board of Trustees and patrons in the Pledge to the Texas flag.
- III. Public Participation – Kacie Woods-Chinn spoke regarding her child being new to Stewart Elementary and being surprised when told there was a no homework policy. Also a lack of paper, an insufficient number of aides, limited range of resources for special education students, and the rudeness of some administrators at Stewart.
- IV. Consent Agenda - A motion was made by Edward Wilson and seconded 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
- V. Reports/Information - September 2019
 - A. Superintendent Reports – Mr. Edwards reviewed all reports provided by the Superintendent (ADA, Grant, Food Service, Nurse, Maintenance, Transportation, Technology, Police Department, Athletics, Raw Score Conversion Table, and Prior Year Foundation Payments for KFHS).
 - B. Principal's Reports – Ms. Gilcrease, Ms. Crawford, Ms. Fain, and Ms. Gaines all gave verbal reports regarding their respective campuses.
- VI. Action
 - A. Consider approval of the Annual Statement of Investments – A motion was made by Mr. Wilson and seconded by Mr. Robinson to approve the Annual Statement of Investment for the fiscal year ending August 31, 2019, as presented and as 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 Mr. Wilson and seconded by Ms, Cantrell to approve the attached Resolution reflecting no change in CDA Local, as presented and as recommended by the administration. Motion carried with all in favor.
- C. Consider approval of Proclamation naming October 2018 as Principal's Month - A motion was made by Mr. Wilson and seconded by Mr. Robinson to approve the Hitchcock ISD Board of Trustee Proclamation naming October 2019 as Principal's Month as presented and as recommended by the administration. Motion carried with all in favor.
- D. Consider approval of Tropical Storm Imelda Resolution - A motion was made by Mr. Wilson and seconded by Mr. Robinson to approve the Resolution to pay employees for days missed as a result of Tropical Storm Imelda in accordance with Texas Education Code Section 45.105c as presented and as recommended by the administration. Motion carried with all in favor.
- E. Consider approval of Budget Amendment #1 for the 2019-2020 school year - A motion was made by Mr. Wilson and seconded by Michelle Cantrell to approve Budget Amendment #1 for the 2019-2020 school year as presented and as recommended by the administration. Motion carried with all in favor.
- F. Consider approval of District Goals 2019-2020 - A motion was made by Mr. Wilson and seconded by Michelle Cantrell to approve the District Goals for the 2019-2020 school year, as presented and as recommended by the administration. Motion carried with all in favor.
- G. Consider approval of Targeted Improvement Plan for Crosby Middle School - A motion was made by Mr. Wilson and seconded by Michelle Cantrell to approve the Targeted Improvement Plan for Crosby Middle School, as presented and as recommended by the administration. Motion carried with all in favor.
- H. Consider approval of ESL Annual Evaluation Report - A motion was made by Mr. Wilson and seconded by Mr. Robinson to approve the ESL Annual Evaluation Report as presented and as recommended by the administration. Motion carried with all in favor.
- I. Set a date for Board walk-through of District facilities - Postponed
- J. Consider approval of TEA Application for Missed School Days for the 2019-2020 School Year - A motion was made by Mr. Wilson and seconded by Michelle Cantrell to approve the TEA Waiver: Application for Missed School Days, as presented and as recommended by the administration. Motion carried with all in favor.

VII. Discussion/Possible Action

- A. Student Transfers - A motion was made by Mr. Wilson and seconded by Mr. Robinson to approve the student transfer policy as presented and as recommended by the administration with the change of cumulative average to 80 and extenuating circumstances will be reviewed. Motion carried with all in favor.
- B. Homework - A motion was made by Mr. Wilson and seconded by Michelle Cantrell to approve the Homework Policy as presented and as recommended by the administration. Motion carried with all in favor.
- C. Demographic Study/Facility Discussion – Mr. Edwards informed the Board that we have put out an RFP to have a Demographic Study conducted.

VIII. Closed Session for the purposes permitted as authorized by the Texas Open Meetings Act, Texas Government Code Section – Trustees did not go in to closed session.

- 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.

IX. Reconvene from Closed Session for action, if any, from Closed Session

X. Suggested Future Agenda Items – Spring walk through and HR Report Update

XI. Announcement(s) – Mr. Wilson announced that Governor Abbott declared October 9, 2019, as Texas Education Human Resources Day and that he wanted to recognize the hard work of the Hitchcock ISD HR Department.

Meeting adjourned at 8:54 PM.

Linda Leuschen
Recording Secretary

HISD Board President
Chad Allen

HISD Board Secretary
Tom Ivey