

**Hitchcock ISD  
Regular Meeting  
Minutes  
September 24, 2019**

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A Regular Meeting of the Board of Trustees of Hitchcock ISD was held Tuesday, September 24, 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 6:31 PM. Trustees present at the meeting were Chad Allen, President; Ted Robinson, Jr. Vice-President; Tom Ivey, Secretary; and Michelle Cantrell, Member. Edward Wilson and Tony Combs were absent. Shirley Price, Member, arrived at 6:40 PM. Ms. Cantrell left at 6:42 PM as she was ill and a quorum was present without her. 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; Connie White, Hitchcock Primary School Principal; Ethel Gaines, Kids' First Head Start Director; Patrick Faour, Assessment Coordinator; Sharanda Harrison-Anderson, HR Coordinator; Dr. Kate Beebe, Curriculum 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 – Ted Robinson, Jr. led the members of the Board of Trustees and patrons in the Pledge to the Texas flag.
- III. Public Participation – Trula Capehart and Rachael Stephenson spoke regarding the need to have a band hall/auditorium at Hitchcock High School. Ms. Capehart spoke regarding the band's accomplishments and Ms. Stephenson spoke regarding the number of student participants. Ms. Cantrell asked that we add this topic to a future agenda.
- IV. Consent Agenda - A motion was made by Tom Ivey 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 KFHS Financial Report and Check Register
  - E. Monthly GGCC/SHARS Financial Report and Check Register
- V. Reports/Information - August 2019
  - A. Superintendent Reports – Mr. Edwards handed out: ADA Report, Supper Program Report, revised Organizational Chart, and District Goals.
  - B. Principal's Reports
- VI. Action
  - A. Consider approval of 2019-2020 membership in Walsh Gallegos' Retainer Program - A motion was made by Tom Ivey and seconded by Shirley Price to approve the Walsh Gallegos Trevino Russo & Kyle PC Legal Services Retainer Agreement for the 2019-2020 school year as presented and as recommended by the administration. Motion carried with all in favor.

- B. Consider approval of delegate and alternate to the 2020 Houston-Galveston Area Council (HGAC) - A motion was made by Tom Ivey and seconded by Shirley Price to appoint Michelle Cantrell as delegate and Edward Wilson as alternate to the HGAC 2019 General Assembly. Motion carried with all in favor.
- C. Consider approval of Updated Texas Teacher Evaluation & Support System (T-TESS) Official Appraisers List for the 2019-2020 school year – A motion was made by Tom Ivey and seconded by Shirley Price to approve the updated Texas Teacher Evaluation & Support System (T-TESS) Official Appraiser List for the 2019-2020 school year. Motion carried with all in favor.
- D. Set date of District Holiday Reception - A motion was made by Tom Ivey and seconded by Shirley Price to approve having the District Holiday Reception on December 17, 2019. Motion carried with all in favor.

VII. Discussion/Possible Action

- A. Student Transfers – No action taken. Bring item back to Board in October.
- B. Homework – No action taken. Bring item back to Board at future meeting.

VIII. Closed Session - Mr. Allen, Board President, called the members of the Board of Trustees into Closed session at 8:02 PM for the purposes permitted as authorized by the Texas Open Meetings Act.

- 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 - Trustees reconvened from Closed Session at 9:26 PM. No action taken

X. Suggested Future Agenda Items – Band Hall & Auditorium – School Improvement Construction

XI. Announcement(s) - None

XII. Adjourn – Meeting adjourned at 9:27 PM

Linda Leuschen  
Recording Secretary

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HISD Board President  
Chad Allen

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HISD Board Secretary  
Tom Ivey