

Hitchcock ISD
Regular Meeting and Public Meeting to Discuss the Budget
and Proposed Tax Rate
Minutes
August 27, 2019

A Regular Meeting and Public Meeting to Discuss the Budget and Proposed Tax Rate of the Board of Trustees of Hitchcock ISD was held Tuesday, August 27, 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; Edward Wilson, Member; Shirley Price, Member; and Michelle Cantrell, Member. Trustee Tony Combs 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; Dr. Kate Beebe, Curriculum Coordinator; and Sara Roach, Special Programs Coordinator.
- II. Pledge of Allegiance
 - A. Texas 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. United States Flag – Edward Wilson led the members of the Board of Trustees and patrons in the Pledge to the Texas flag.
- III. Conduct a Public Hearing on the Proposed 2019-2020 Budget – Mr. Edwards presented the proposed budget and tax rate. He announced to the audience that public participation is encouraged. There were no questions from the audience.
- IV. Superintendent's Reports – Mr. Edwards did his reports before we conducted the Public Meeting. Mr. Edwards and Ms. Monica Cantrell recognized all HHS Cheerleaders and gave awards to those named All American. Mr. Edwards also recognized Chief Filidei for being named by Galveston Daily News as one of the Top 40 Under 40 professionals in Galveston County. Mr. Edwards provided information to Trustees about TASB staffing information in regards to nurses, the Attorney General’s opinion on “walking quorums”, new rules for Public Participation at Board meetings, new required Board training, students transfers, the preliminary FIRST Report, and A-F Ratings.
- V. Public Participation – None
- VI. Consent Agenda - A motion was made by Tom Ivey and seconded Shirley Price 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
- VII. Reports/Information from the Superintendent for July 2019
 - A. Kids First Head Start Board Liaison Report – Verbal report given by Mr. Wilson.

- B. Grant Report
- C. Maintenance Report
- D. Technology Report
- E. Character Education Traits Update – Update given by Sara Roach.

VIII. Action

- A. Consider approval of the District's 2019-2020 Budget – A motion was made by Tom Ivey and seconded by Michelle Cantrell to approve the District's 2019-2020 Budget as presented and recommended by the administration. Motion carried with all in favor.
- B. Consider adoption of the Districts 2019-2020 Tax Rate by Written Ordinance – A motion was made by Tom Ivey and seconded by Shirley Price that the property taxes will be decreased by .07 by the adoption of the tax rate of .97 for Maintenance and Operation by written ordinance. Motion carried with all in favor. A motion was made by Tom Ivey and seconded by Shirley Price that property taxes be decreased by .07 by the adoption of a tax rate of .41 for Interest and Sinking by written ordinance. Motion carried with all in favor.
- C. Consider approval of the Final Budget Amendment for 2018-19 school year - A motion was made by Tom Ivey and seconded by Edward Wilson to approve the final budget amendment for the 2018-2019 school year as presented and recommended by the administration. Motion carried with all in favor.
- D. Consider approval of Student Code of Conduct for the 2019-2020 school year - A motion was made by Tom Ivey and seconded by Ted Robinson, Jr. to approve the 2019-2020 Student code of Conduct as presented and recommended by the administration. Motion carried with all in favor.
- E. Consider approval of Memorandum of Understanding between HISD and HISD Education Foundation - A motion was made by Tom Ivey and seconded by Edward Wilson to approve the Memorandum of Understanding between HISD and the HISD Education Foundation for the 2019-2020 school year. Motion carried with all in favor.
- F. Consider approval of College of the Mainland Dual Credit Partnership Agreement for the 2019-2020 and 2020-2021 school years - A motion was made by Tom Ivey and seconded by Ted Robinson, Jr. to approve the Dual Credit Partnership Agreement between Hitchcock ISD and College of the Mainland for the 2019-2021 school years as presented and recommended by the administration. Motion carried with all in favor.
- G. Consider appointment of Board members to the Audit/Finance Committee for the 2019-2020 school year – Mr. Wilson and Mr. Ivey nominated Chad Allen to serve on the Audit/Finance Committee and Mr. Allen accepted. Mr. Allen and Dr. Price nominated Ted Robinson, Jr. to serve on the Audit/Finance Committee and Mr. Robinson accepted.
- H. Consider appointment of community members to the Audit/Finance Committee for the 2019-2020 school year – The Board asked Ms. Marullo, Texas First Bank, to serve on the Committee and she accepted. An invitation to serve will also be extended to Sherry Hopson, Prosperity Bank, to serve on the committee.
- I. Consider approval of Texas Teacher Evaluation & Support System (T-TESS) Calendar - A motion was made by Tom Ivey and seconded by Shirley Price to approve the 2019-2020 Texas Teacher Evaluation & Support System (T-TESS) Calendar as presented and recommended by the administration. Motion carried with all in favor.
- J. Consider approval of ABM Janitorial Services Agreement - 2nd Amendment - A motion was made by Tom Ivey and seconded by Michelle Cantrell to approve the 2nd Amendment to the Janitorial Service Agreement as presented and recommended by the administration. Motion carried with all in favor.

- K. Consider approval of KFHS Grant for the 2019-2020 school year - A motion was made by Tom Ivey and seconded by Shirley Price to approve the Kids' First Head Start Grant as presented and recommended by the administration. Motion carried with all in favor.
- L. Consider approval of carriers for Legal Liability, Property/Casualty, Boiler, General Liability, Auto, Law Enforcement Liability, and Active Shooter/Malicious Attack Insurances - A motion was made by Tom Ivey and seconded by Edward Wilson to approve the purchase of liability insurance, commercial automobile physical damage insurance, and commercial crime insurance for the 2019-2020 school year as presented and recommended by the administration. Motion carried with all in favor. The District will use Arthur J. Gallagher for Employment Practices Liability, Law Enforcement Liability, Commercial Automobile, Environmental Liability, and Commercial Crime insurances. The District will use TASB Risk Management for Commercial property, equipment breakdown, general liability, educator's legal liability, and active shooter & malicious attack insurances.

IX. Discussion/Possible Action

- A. Code of Conduct – BOT - A motion was made by Tom Ivey and seconded by Edward Wilson to approve the Board of Trustees Code of Conduct for the 2019-2020 school year. Motion carried with all in favor.
- B. Standard Operating Procedures – BOT - A motion was made by Tom Ivey and seconded by Shirley Price to approve the Board of Trustees Standard Operating Procedures for the 2019-2020 school year with a change to the Anonymous Phone Calls/Letters section. The words “unless it regards health and/or safety issues” will be added at the end of the section. Motion carried with all in favor.
- C. Discuss and consider nomination for the Board of Directors of the Galveston Central Appraisal District – no action taken.

X. Closed Session - Mr. Allen, Board President, called the members of the Board of Trustees into Closed session at 8:17 PM for the purposes permitted as authorized by the Texas Open Meetings Act. Trustee Wilson left meeting at 8:30 PM.

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, librarians, district nurse, and at-will employees.

XI. Reconvene from Closed Session for action, if any, from Closed Session - Trustees reconvened from Closed Session at 9:16 PM. No action taken

XII. Suggested Future Agenda Items - none

XIII. Announcement(s) – first football game is this Friday night in Brazosport.

XIV. Adjourn – Meeting was adjourned at 9:17 PM.

Linda Leuschen
Recording Secretary

HISD Board President
Chad Allen

HISD Board Secretary
Tom Ivey