

**Hitchcock ISD
The Board of Trustees
Regular Meeting
Minutes
June 18, 2019**

A Regular Meeting of the Board of Trustees of Hitchcock ISD was held Tuesday, June 18, 2019, beginning at 6:30 PM in the Hitchcock ISD Boardroom located at 7801 Neville, Hitchcock, Texas.

- I. Call to Order - Announcement by the President as to the presence of a quorum, that the meeting has been duly called, and that the notice of the meeting has been posted in the manner prescribed by law. President, Edward Wilson, called the meeting to order at 6:30 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. Member Tony Combs was absent.

HISD employees present at meeting were Travis Edwards, Superintendent; Carla Vickroy, Superintendent Transition Consultant; Jennifer Donovan, Finance Director; Chris Armacost, Director of Facilities & Operations; Laurie Gilcrease, High School Principal; Donette Line, Stewart Elementary Principal; Ethel Gaines, Kids' First Head Start Director; Patrick Faour, Assessment Coordinator; Sharanda Harrison-Anderson, HR Coordinator; Evangelina Guerra, Coordinator of Curriculum & Instruction; Sara Roach, Special Programs Coordinator; Natalie Wilson, HISD Police Officer; and Doug Hoffman, Chartwells Director.

- II. Hitchcock I.S.D. Mission Statement was read by President Allen.
- III. 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.
- IV. Recognitions – Mr. Wilson and Ms. Donovan recognized Doug Hoffman, Chartwells Director, with the ABC Award
- V. Budget Workshop – Superintendent Edwards and Ms. Donovan presented information to the Board on what they are working on for the 2019-2020 school year budget.
- VI. Public Participation – None.
- VII. 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
- VIII. Reports/Information from the Superintendent for May 2019
- A. Kids First Head Start Board Liaison Report

B. Superintendent's Monthly Goals Report by Campus

C. Grant Report

D. Chartwells' Report

E. School Health Services Reports

F. Counselors' Report

G. Maintenance Report

H. Transportation Report

I. Technology Report

J. ADA Reports

K. Discipline Reports by Campus

L. Police Department Report

IX. Action

A. Set date for Board training - A motion was made by Tom Ivey and seconded by Shirley Price to set July 20th as the date and time for TEAM of 8 training and to have the Superintendent find someone to do the training. Motion carried with all in favor.

1. TEAM of 8

2. Goal Setting

3. Standard Operating Procedures

4. Board Code of Conduct

B. Consider appointment of Hitchcock ISD Board Liaison to the Kids First Head Start Program - A motion was made by Tom Ivey and seconded by Ted Robinson, Jr. to have Mr. Wilson continue as the KFHS Liaison for the 2019-2020 school year. Motion carried with all in favor.

C. Consider approval of contract with University of Texas Medical Branch at Galveston— Pediatrics - postponed

D. Set date of Board walk-through of District facilities - A motion was made by Tom Ivey and seconded by Michelle Cantrell to set September 7th at 9:00 AM as the date and time for the Board's walk-through of District facilities. Motion carried with all in favor.

E. Consider approval of Policy Update 113 affecting Local Policies: A motion was made by Tom Ivey and seconded by Mr. Wilson that the Board add, revise, or delete policies as recommended by TASB Policy Service and according to the Instruction Sheet for TASB Localized Policy Manual Update 113. Motion carried with all in favor.

F. Consider approval of Extension to Depository Contract with Prosperity Bank and approve Board Resolution Extending Depository Contract - A motion was made by Tom Ivey and seconded by Shirley Price to approve the Extension to the Depository Service Contract as presented and as recommended by the administration. Motion carried with all in favor.

X. 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 Ted Robinson, Jr. to amend the 2019-2020 school calendar for teachers to return on August 5th and 6th and be off on May 25 and 26, 2020. Motion carried with all in favor.

XI. Closed Session - Mr. Allen, Board President, called the members of the Board of Trustees into Closed session at 7:20 PM for the purposes permitted as authorized by the Texas Open Meetings Act. Mr. Robinson left the meeting at 7:30 PM.

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, police chief, teachers, counselors, librarian, district nurse, and at-will employees.

XII. Reconvene from Closed Session for action, if any, from Closed Session - Trustees reconvened from Closed Session at 8:20 PM.

A motion was made by Tom Ivey and seconded by Edward Wilson to employ Evangelina Guerra under a Term One-Year Contract – Administrator for the 2019-2020 school year as presented and as discussed in executive session. Motion carried with all in favor.

A motion was made by Tom Ivey and seconded by Shirley Price to employ Cherissa Crawford under a Probationary One-Year Contract – Administrator for the 2019-2020 school year as presented and as discussed in executive session. Motion carried with all in favor.

A motion was made by Tom Ivey and seconded by Michelle Cantrell to employ Amanda Heos, Ceresa Nichols, Bridgette Van Ramshorst, Glenda Sears, Lynelle Rutledge, Oluyemisi Oduwole, and Vanessa Bristol under a Probationary One-Year Contract – Teacher for the 2019-2020 school year as presented and as discussed in executive session. Motion carried with all in favor.

A motion was made by Tom Ivey and seconded by Shirley Price to employ Taylor Chaney, Page Young, and Molly Delaney under a Probationary One-Year Contract + Certification Addendum – Teacher for the 2019-2020 school year as presented and as discussed in executive session. Motion carried with all in favor.

XIII. Suggested Future Agenda Items – Janitorial services for athletic events and scheduling a spring walk-through of District facilities.

XIV. Announcement(s) – The 7 on 7 football team is at State tournament in College Station the last weekend in June.

XV. Adjournment - A motion was made by Shirley Price and seconded by Tom Ivey to adjourn the meeting. Motion carried with all in favor. Meeting adjourned at 8:26 PM.

Linda Leuschen
Recording Secretary

HISD Board President
Chad Allen

HISD Board Secretary
Tom Ivey