

**Hitchcock ISD
Board of Trustees
Regular Meeting
Minutes
May 15, 2018**

A Regular Meeting of the Board of Trustees of Hitchcock ISD was held Tuesday, May 15, 2018, 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 Edward Wilson, President; Chad Allen, Vice-President; Tom Ivey, Secretary; Ted Robinson, Jr., Member, Shirley Price, Member; Tony Combs, Member; and Michelle Cantrell, Member. No Trustees were absent.

HISD employees present at meeting were Carla Vickroy, Superintendent; Jennifer Donovan, Finance Director; Laurie Gilcrease, Hitchcock High School Principal; Kellie Edmundson, Crosby Middle School Principal; Donette Line, Stewart Elementary School Principal; Crystal Sweeney, Hitchcock Primary School Assistant Principal; Ethel Gaines, Kids' First Head Start Director; Tommetria Womack, Crosby Middle School Counselor; and Sharanda Harrison-Anderson, HR Coordinator.

- II. Hitchcock I.S.D. Mission Statement – President Wilson read the HISD Mission Statement.

III. Pledge of Allegiance

- A. Ted Robinson led the members of the Board of Trustees and patrons in the Pledge of Allegiance to the U.S. flag.
- B. Chad Allen led the members of the Board of Trustees and patrons in the Pledge to the Texas flag.

IV. Recognitions

- A. Above and Beyond Citizenship Award – Mr. Wilson presented the ABC Award for April 2018 to Ms. Kathy Potts, HISD District Nurse. Mrs. Cantrell and Mrs. Edmundson presented the ABC Award for May 2018 to INEOS.

V. Governance

A. Trustee Election

1. Canvassing of the ballots for the May 5, 2018, School Board Election for SMD 6 – Ms. Leuschen read the Canvassing of Ballots provided by Galveston County on President Wilson's behalf – A motion was made by Tom Ivey and seconded by Ted Robinson to approve the canvassing of the returns as presented and as announced. Motion carried with all in favor.
2. Declaration of the winner for SMD 4, SMD 6 and SMD 7 - A motion was made by Tom Ivey and seconded by Chad Allen to declare Ted Robinson, Jr., SMD 4, Michelle Cantrell, SMD 6, and Tom Ivey, SMD 7, as the winners of the May 5, 2018 school board election. Motion carried with all in favor.

3. Presentation of Certificate of Election for SMD 4, SMD 6 and SMD 7 - Ms. Leuschen, notary public, presented the Certificate of Election to Ted Robinson, Jr. SMD 4, Michelle Cantrell, SMD 6 and Tom Ivey SMD 7 on behalf of President Wilson.
4. Statement of Elected Officers for SMD 4, SMD 6 and SMD 7 - Ms. Leuschen, notary public, administered the Statement of Elected Officers to Ted Robinson, Jr. SMD 4, Michelle Cantrell, SMD 6 and Tom Ivey SMD 7.
5. Administer the Oath of Office for SMD 4, SMD 6 and SMD 7 - Ms. Leuschen, notary public, administered the Oath of Office to Ted Robinson, Jr. SMD 4, Michelle Cantrell, SMD 6 and Tom Ivey SMD 7.

B. Reorganization of the Board of Trustees –

Ted Robinson made a motion to nominate Edward Wilson for President and it was seconded by Tom Ivey. Nomination was accepted by Edward Wilson. Motion carried with all in favor.

Tom Ivey made a motion to nominate Chad Allen as Vice President and it was seconded by Ted Robinson. Nomination was accepted by Chad Allen. Motion carried with all in favor.

Edward Wilson made a motion to nominate Tom Ivey as Secretary and it was seconded by Ted Robinson. Nomination was accepted by Mr. Ivey. Motion carried with all in favor.

- VI. Budget Workshop - Mrs. Donovan discussed the Payroll (including a 2% raise) and the extra duty pay scale portion of the proposed budget for the 2018-2019 school year. The budget workshop ended at 7:16 PM.
- VII. Public Participation – Mr. Robert Brown discussed a breach of contract regarding service dogs at Hitchcock Primary School.
- VIII. Consent Agenda - A motion was made by Tom Ivey and seconded by 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
- IX. Reports/Information from the Superintendent for April 2018
 - A. Kids First Head Start Board Liaison Report
 - B. Superintendent's Monthly Goals Report by Campus – verbal report given by Mr. Wilson.
 - C. Grant Report
 - D. Chartwells' Report
 - E. School Health Services Reports
 - F. Counselors' Report
 - G. Athletic Report
 - H. Maintenance Report
 - I. Transportation Report

- J. Technology Report
- K. ADA Reports
- L. Discipline Reports by Campus

X. Action

- A. Consider approval of the HISD District of Innovation Plan for the 2018-2019 school year - A motion was made by Tom Ivey and seconded by Chad Allen to approve the District of Innovation Plan as presented and as recommended by the administration. Motion carried with all in favor.
- B. Consider approval of Budget Amendment #4 for the 2017-2018 school year - A motion was made by Tom Ivey and seconded by Shirley Price to approve Budget Amendment #4 as presented and as recommended by the administration. Motion carried with all in favor.
- C. Consider approval of changes to Local Policy DNA (T-TESS) as recommended by TASB - A motion was made by Tom Ivey and seconded by Michelle Cantrell to approve the changes to Local Policy DNA as presented and as recommended by the administration. Motion carried with all in favor.
- D. Consider approval of changes to Local Policy FO (corporal punishment) as recommended by TASB - A motion was made by Tom Ivey and seconded by Tony Combs to approve the changes to Local Policy FO as presented and as recommended by the administration. Motion carried with all in favor.
- E. Set date for Board training – postponed. Trustees wish to use a different presenter this year. Please check with local presenters and/or TASB and bring back recommendation to the Board in June.
 - 1. TEAM of 8
 - 2. Goal Setting
 - 3. Standard Operating Procedures
 - 4. Board Code of Conduct
- F. Consider approval of all pay scales for the 2018-2019 school year - A motion was made by Tom Ivey and seconded by Chad Allen to approve the pay scales for the 2018-2019 school year that include a 2% raise for all employees as presented and as recommended by the administration. Motion carried with all in favor.
- G. Consider approval of Extra Duty Pay Scale for the 2018-2019 school year – postponed. Trustees requested a review of stipends for high school ELA, Science and Math teachers.

XI. Discussion/Possible Action

- A. Discuss possible nomination to the TASB Board of Directors for the Region 4, Position A or Position C Seats – The Board does not wish to nominate a Trustee to the TASB Board of Directors. However, a motion was made by Tom Ivey and seconded by Shirley Price to vote for Georgan Reitmeier from Klein ISD for Position A and Tony Hopkins from Friendswood ISD for Position C. Motion carried with all in favor.

XII. Closed Session for the purposes permitted as authorized by the Texas Open Meetings Act, Texas Government Code Section - Mr. Wilson, Board President, called the members of the Board of Trustees into Closed session at 7:48 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 2018-2019 school year
2. Discuss the contracts, duties, re-assignments, discipline, and evaluation of trustees, officers, superintendent, principals, assistant principals, directors, coordinators, teachers, counselors, librarians, nurse, and at-will employees.

XIII. Reconvene from Closed Session for action, if any, from Closed Session - Trustees reconvened from Closed Session at 8:00 PM.

A motion was made by Tom Ivey and seconded by Chad Allen to employ Kevin Lankford under a Probationary One-Year Contract – Administrator for the 2018-2019 school year as presented and as discussed in executive session. Motion carried with all in favor.

Mr. Wilson, Board President, called the members of the Board of Trustees back into Closed session at 8:04 PM.

Trustees reconvened from Closed Session the second time at 9:49 PM for the following action:

A motion was made by Tom Ivey and seconded by Chad Allen to employ Sierra Bower under a Probationary One-Year Contract + Certification Addendum – Teacher for the 2018-2019 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 Ted Robinson to employ Michael Orr under a Probationary One-Year Contract + Certification Addendum – Teacher for the 2018-2019 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 Laura Rojas under a Probationary One-Year Contract – Teacher for the 2018-2019 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 Ted Robinson to employ Nancy Spates under a Non-Certified Professional Contract for the 2018-2019 school year as presented and as discussed in executive session. Motion carried with all in favor.

XIV. Suggested Future Agenda Items – Scheduling Board walk-through of District facilities and Communities in Schools Presentation.

XV. Announcement(s) – Keep an eye on the calendar – lots of activities taking place.

XVI. Adjournment - A motion was made by Shirley Price and seconded by Tom Ivey to adjourn the meeting. Motion carried with all in favor. The meeting was adjourned at 9:55 PM.

Linda Leuschen
Recording Secretary

Edward Wilson
HISD Board President

Tom Ivey
HISD Board Secretary