

**Hitchcock ISD  
Board of Trustees  
Regular Meeting  
Minutes  
March 20, 2018**

---

A Regular Meeting of the Board of Trustees of Hitchcock ISD was held Tuesday, March 20, 2018, beginning at 6:30 PM in the Hitchcock ISD Boardroom/Conference Facility 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, Tony Combs, Member; and Michelle Cantrell, Member. Shirley Price, Member, was 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; Angela Mancini, Hitchcock Primary School Principal; Ethel Gaines, Kids' First Head Start Director; Sharanda Harrison-Anderson, HR Coordinator; and Patrick Faour, Testing Coordinator. Chris Armacost, Director of Facilities and Operations, arrived at 7:42.

- II. Hitchcock I.S.D. Mission Statement - The mission of the Hitchcock Independent School District is to produce contributing citizens prepared for lifelong learning, believing in our country, themselves, and their fellow man in our ever-changing world by providing a personalized, yet diversified, quality education through varied learning experiences with pride, participation, and performance in partnership with our community.

III. Pledge of Allegiance

- A. Tom Ivey 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. HHS Top 5 Awards – Ms. Gilcrease and Ms. Edmundson handed out Top 5 awards for the 2016-2017 school year.

- V. Public Participation – Mr. Sam Collins expressed concern regarding the travel of coaches and athletes. Specifically a coach who would be traveling this weekend and driving 8 hours, staying with students to compete and driving 8 hours home.

- VI. Consent Agenda - A motion was made by Tom Ivey and seconded by 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

VII. Reports/Information from the Superintendent for February 2018

- A. Kids First Head Start Board Liaison Report – verbal report given by Mr. Wilson
- B. Superintendent's Monthly Goals Report by Campus
- 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
- M. Data Results Update – Mr. Faour answered questions from the Board

VIII. Action

- A. Consider approval of Certificates of Unopposed Candidate and Adoption of Order of Cancellation for Board of Trustees Single Member Districts 4 and 7 - A motion was made by Tom Ivey and seconded by Ted Robinson to approve the Certificate of Unopposed Candidates and Adoption of Order of Cancellation for Board of Trustees Single Member Districts 4 and 7 as presented and as recommended by the administration. Motion carried with all in favor.
- B. Consider approval of Policy Update 110 affecting Local Policies BBB(LOCAL): Board Members – Elections - A motion was made by Tom Ivey and seconded by Tony Combs to approve Policy Update 110 affecting Local Policies BBB(LOCAL): Board Members – Elections as presented and as recommended by the administration. Motion carried with all in favor.
- C. Consider approval of Kids First Head Start Re-Competition Grant - A motion was made by Tom Ivey and seconded by Michelle Cantrell to approve the Kids First Head Start Re-Competition Grant as presented and as recommended by the administration. Motion carried with all in favor.
- D. Response to TEA regarding the Application and Statement of Impact for Harmony School of Science - A motion was made by Tom Ivey and seconded by Chad Allen to express the opinion that the proposed addition on a campus by Harmony School of Science poses a potential for financial difficulty because of loss of enrollment as presented and as recommended by the administration. Motion carried with all in favor.
- E. Consider adoption of an Order Authorizing the Issuance of Hitchcock Independent School District Unlimited Tax Refunding Bonds, Series 2018; and Containing Certain Other Provisions Related Thereto - A motion was made by Tom Ivey and seconded by Chad Allen to adopt an Order Authorizing the Issuance of Hitchcock Independent School District Unlimited

Tax Refunding Bonds, Series 2008; and Containing Certain Other Provisions Related Thereto as presented and as recommended by the administration. Motion carried with all in favor.

F. Approve IMA and TEKS Certification – A motion was made by Tom Ivey and seconded by Michelle Cantrell to approve the IMA and TEKS Certification as presented and as recommended by the administration. Motion carried with all in favor.

IX. Discussion/Possible Action

A. Discuss and possibly make changes to the HISD Facilities Usage Form – no action taken.

B. Review Local Policy FDA (student transfers) and possibly make changes to current policy – no action taken

C. Review current student meal money allotment and possibly make changes to current allotment – the Board gave Ms. Donovan their blessing to proceed with changing the student meal money allotment for all trips to \$5/\$8/\$10 as part of the budget process for the 2018-2019 school year.

D. Review Local Policy FO (corporal punishment) and possibly make changes to current policy – no action taken.

X. 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 8:13 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 proposed Chapter 21 and Non-Chapter 21 contracts for administrators, professionals, directors, coordinators, counselors, librarians, and nurses
  - a. One-Year Term Contracts
  - b. Non-Chapter 21 Contracts
2. Discuss the employment of new professional employee(s) for the remainder of the 2017-2018 school year and for the 2018-2019 school year
3. 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

XI. Trustees reconvened from Closed Session at 9:45 PM.

A motion was made by Tom Ivey to accept the recommendation of the Superintendent as presented, discussed and amended in executive session on the following one-year term contracts and one-year probationary contract:

Laura Gilcrease, seconded by Tony Combs, all in favor.

Kellie Edmundson, seconded by Tony Combs, 6 in favor, 1 opposed.

Donette Line, seconded by Ted Robinson, Jr., all in favor.

Angela Mancini, seconded by Ted Robinson, Jr., all in favor.

Craig Smith, seconded by Chad Allen, all in favor.

Morris Tuck, seconded by Chad Allen, all in favor.

Constance White, seconded by Ted Robinson, Jr., all in favor.

Crystal Sweeney, seconded by Chad Allen, all in favor.

Kelly Brunson, seconded by Chad Allen, all in favor.  
Susan Bowles, seconded by Ted Robinson, Jr., all in favor.  
Evangelina Guerra, seconded by Ted Robinson, Jr., all in favor.  
Sara Roach, seconded by Tony Combs, all in favor.  
Patrick Faour, seconded by Chad Allen, all in favor.

A motion was made by Tom Ivey and seconded by Chad Allen to accept the recommendation of the Superintendent as presented, discussed and amended in executive session on the following one-year term contracts for counselors: Keri Dabney, Sharon Ottinger, Rona Smith, and Tommetria Womack. Motion carried with all in favor.

A motion was made by Tom Ivey and seconded by Chad Allen to accept the recommendation of the Superintendent as presented, discussed and amended in executive session on the following one-year term contracts for district nurse: Kathy Potts. Motion carried with all in favor.

A motion was made by Tom Ivey and seconded by Ted Robinson, Jr. to accept the recommendation of the Superintendent as presented, discussed and amended in executive session on the following Non-Chapter 21 one-year non-certified contracts for administrators and professionals: Chris Armacost, Sharanda Harrison-Anderson, Ann Bergen, Stephanie Cantu, Elaine Conely, Susan Hobbs, Ethel Gaines, Jolie Suire, Myron Dianiska, Charles Lawrence, Teresa McLaughlin, Lisa Moody, Jennifer Donovan, Zachery Sample, Edith Schneider, Amy Young, and Katrina Harris. Motion carried with all in favor.

A motion was made by Tom Ivey and seconded by Michelle Cantrell to employ Michelle Wright under a probationary one-year contract – teacher for the remainder of the 2017-2018 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 Bridgette Van Ramshorst under a probationary one-year contract + addendum – teacher for the remainder of the 2017-2018 school year as presented and as discussed in executive session. Motion carried with all in favor.

XII. Suggested Future Agenda Items – Facilities Usage, Corporal Punishment Policy and Safety

XIII. Announcement(s) – None

XIV. Adjourn – A motion was made Tony Combs and seconded by Ted Robinson, Jr. to adjourn the meeting. The meeting adjourned at 9:53 PM.

Linda Leuschen  
Recording Secretary

---

Edward Wilson, President

---

Tom Ivey, Secretary