

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

A Regular Meeting of the Board of Trustees of Hitchcock ISD was held Tuesday, February 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 6:31 PM.

Trustees present at the meeting were Edward Wilson, President; Chad Allen, Vice-President; Tom Ivey, Secretary; and Michelle Cantrell, Member. Ted Robinson, Jr., Member, arrived at 6:33 PM. Shirley Price, Member, arrived at 6:39 PM. Tony Combs, Member was absent.

HISD employees present at meeting were Carla Vickroy, Superintendent; Jennifer Donovan, Finance Director; Chris Armacost, Director of Facilities and Operations; 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.

- 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. Public Participation – Colleen Merritt, City of La Marque, discussed with the Board her role with the City and that she produces the Inside La Marque newsletter. She wanted them to know she is working with the Superintendent and that they wanted to be sure to include our students that live in City of La Marque in everything they do in La Marque. She is working with the Superintendent to possibly write a column for the newsletter as does the Superintendent in Texas City who is also in the city boundaries.

V. Public Hearing to Discuss the District's 2016-2017 Annual Performance Report (TAPR) and TEA Accreditation Status

- A. Presentation and discussion of the District's 2016-2017 Annual Performance Report and TEA Accreditation Status - Ms. Faour discussed the District's 2016-2017 Annual Performance Report and the TEA Accreditation Status. Ms. Donovan discussed the PEIMS portion.
- B. Discussion with patrons pertaining to the District's 2016-2017 Annual Performance Report and

TEA Accreditation Status – There were no questions from the patrons.

C. Adjourn Public Hearing to discuss the District’s 2016-2017 Annual Performance Report and TEA Accreditation Status – The public hearing was adjourned at 6:58 PM.

VI. 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

VII. Reports/Information from the Superintendent for January 2018

A. Kids First Head Start Board Liaison Report – verbal 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

VIII. Action

A. Consideration approval of Financial Advisory/Municipal Advisory Agreement with RBC Capital Markets - A motion was made by Tom Ivey and seconded by Ted Robinson to approve the Financial Advisory/Municipal Advisory Agreement with RBC Capital Markets as presented and as recommended by the administration. Motion carried with all in favor.

B. Hear a presentation from the Financial Advisor on a potential refunding of outstanding bonds for interest rate savings - A motion was made by Tom Ivey and seconded by Chad Allen to hire Tom Sage and his soon to be firm as Bond Attorney as presented and as recommended by the administration. Motion carried with all in favor.

C. Consider approval of the Annual Financial Audit for period ending August 31, 2017, presented by Belt Harris Pechacek - A motion was made by Tom Ivey and seconded by Shirley Price to approve the Annual Financial Audit for period ending August 31, 2017, as presented and as recommended by the administration. Motion carried with all in favor.

D. Consider Letter of Engagement with Belt Harris Pechacek to perform the audit for the fiscal year ending August 31, 2018 - A motion was made by Tom Ivey and seconded by Ted Robinson to approve the Letter of Engagement with Belt Harris Pechacek to perform the audit for the fiscal

year ending August 31, 2018, as presented and as recommended by the administration. Motion carried with all in favor.

- E. Consider approval of Winter Storm Resolution - A motion was made by Tom Ivey and seconded by Chad Allen to approve the Winter storm Resolution as presented and as recommended by the administration. Motion carried with all in favor.
 - F. Consider approval of Budget Amendment #2 for the 2017-2018 school year - A motion was made by Tom Ivey and seconded by Michelle Cantrell to approve Budget Amendment #2 as presented and as recommended by the administration. Motion carried with all in favor.
 - G. Consider nominee for Galveston Central Appraisal District Directors vacancy - A motion was made by Tom Ivey and seconded by Michelle Cantrell to recommend Scott Brast to fill the vacant GCAD Directors position as presented and as recommended by the administration. Motion carried with all in favor.
 - H. Consider approval of out-of-state travel for KFHS to Anaheim, CA for the National Head Start Conference April 23-27, 2018 - A motion was made by Tom Ivey and seconded by Shirley Price to approve out-of-state travel for three KFHS representatives to attend the National Head Start Conference in California in April 2018 as presented and as recommended by the administration. Motion carried with all in favor.
- IX. 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 7:37 PM for the purposes permitted as authorized by the Texas Open Meetings Act, Texas Government Code Section:

A. Section 551.071 of the Texas Government Code

- 1. Consultation with District's Attorney, Stephen Dubner of the Law Office of Stephen Dubner, on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act specifically including the legal issues related to the contracts, duties, re-assignments, discipline, and evaluation of trustees, officers, superintendent, principals, assistant principals, directors, coordinators, teachers, counselors, librarians, and at-will employees

B. Personnel Matters: Pursuant to Section 551.074 of the Texas Government Code

- 1. Discuss the employment of new professional employee(s) for the 2017-2018 school year
- 2. Discuss the contracts, duties, re-assignments, discipline, and evaluation of trustees, officers, superintendent, principals, assistant principals, directors, coordinators, teachers, counselors, librarians, and at-will employees

- X. Reconvene from Closed Session for action, if any, from Closed Session - Trustees reconvened from Closed Session at 10:53 PM.

A motion was made by Tom Ivey and seconded by Ted Robinson to employ Vannysa Vega 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.

A motion was made by Tom Ivey and seconded by Chad Allen that the Board directs the Superintendent to issue a letter to the Trustee as discussed in executive session. Motion carried with all in favor.

- XI. Suggested Future Agenda Items – Student Transfer Forms

XII. Announcement(s) – None

XIII. Adjourn – A motion was made Tom Ivey and seconded by Chad Allen to adjourn the meeting. The meeting adjourned at 10:55 PM.

Linda Leuschen
Recording Secretary

Edward Wilson, President

Tom Ivey, Secretary