

**Hitchcock ISD  
Board of Trustees  
Regular Meeting  
Minutes  
October 17, 2017**

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A Regular Meeting of the Board of Trustees of Hitchcock ISD was held Tuesday, October 17, 2017, 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 6:28 PM.

Trustees present at the meeting were Edward Wilson, President; Tom Ivey, Secretary; Michelle Cantrell, Member; Tony Combs, Member; and Ted Robinson, Jr., Member. Shirley Price, Member was absent. Chad Allen, Vice-President, arrived at 6:35 PM.

HISD employees present at meeting were Carla Vickroy, Superintendent; Jennifer Donovan, Finance Director; Laurie Gilcrease, Hitchcock High School Principal; Morris Tuck, Hitchcock High School Assistant Principal; Kellie Edmundson, Crosby Middle School Principal; Donette Line, Stewart Elementary School Principal; Constance White, Stewart Elementary School Assistant Principal; Angela Mancini, Hitchcock Primary School Principal; Ethel Gaines, Kids' First Head Start Director; Sharanda Harrison-Anderson, HR Coordinator; Patrick Faour, Testing Coordinator; Chris Armacost, Director of Facilities and Operations; and Tommetria Womack, Crosby Middle School Counselor.

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

IV. Public Participation – Krystina Christiansen spoke regarding Soulpancakes and Lionsgate's wish to film a Crosby Middle School student after football practice.

Laura Clemons spoke regarding engaging students in Hurricane Harvey Recovery efforts.

- V. Consent Agenda - A motion was made by Tom Ivey and seconded by Chad Allen 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
- F. Consider approval of Proclamation naming October 2017 as Principal's Month
- G. Consider approval of District/Campus Improvement Plans for the 2017-2018 school year

VI. Reports/Information from the Superintendent for September 2017

- A. Kids First Head Start Board Liaison Report – verbal report given by President Wilson.
- B. Superintendent's Monthly Goals Report by Campus
- C. Grant Report
- D. Chartwells' Report
- E. School Health Services Report
- F. Counselors' Report
- G. Athletic Report
- H. Maintenance Report
- I. Transportation Report
- J. Technology Report
- K. ADA Report
- L. Discipline Reports by Campus

VII. Action

- A. Consider approval of delegate and alternate to the 2017 Houston-Galveston Area Council (HGAC) – A motion was made by Tom Ivey and seconded by Ted Robinson to name Shirley Price as the HGAC delegate and Tony Combs as alternate. Motion carried with all in favor.
- B. Review Investment policy CDA (Local) and approve Resolution to confirm or amend policy – A motion was made by Tom Ivey and seconded by Ted Robinson to approve the attached Resolution, reflecting no change in CDA (local) as presented and as recommended by the administration and the Finance Committee. Motion carried with all in favor.
- C. Consider approval of the Annual Statement of Investments – A motion was made by Tom Ivey and seconded by Michelle Cantrell to approve the Annual Statement of Investments for the fiscal year ending August 31, 2017, as presented and as recommended by the administration. Motion carried with all in favor.
- D. Reschedule the November Board of Trustees Meeting due to Thanksgiving Holiday - A motion was made by Tom Ivey and seconded by Tony Combs, to move the November meeting to November 14, 2017. Motion carried with all in favor.
- E. Consider approval of Foreign Trade Zone Designation Non-Objection Letter - A motion was made by Tom Ivey and seconded by Ted Robinson to table this item until a future agenda. Motion carried with all in favor.
- F. Consider approval of Financial Expenditures Resolution - A motion was made by Tom Ivey and seconded by Michelle Cantrell to approve the Financial Expenditures Resolution as presented and as recommended by the administration. Motion carried with all in favor.

VIII. Discussion/Possible Action

- A. Grounds/Lawn Care of HISD Facilities – no action taken.

IX. Closed Session 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 2017-2018 school year

2. Discuss the contracts, duties, re-assignments, discipline, and evaluation of principals, assistant principals, directors, coordinators, teachers, counselors, librarians, and at will employees

X. Reconvene from Closed Session for action, if any, from Closed Session – no action taken

XI. Suggested Future Agenda Items – Foreign Trade Zone Letter

XII. Announcement(s) – No announcements

XIII. Adjourn – A motion was made by Tony Combs and seconded by Ted Robinson to adjourn the meeting. The meeting adjourned at 8:17 PM.

Linda Leuschen  
Recording Secretary

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Edward Wilson  
HISD Board President

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Tom Ivey  
HISD Board Secretary