

**Hitchcock ISD  
Board of Trustees  
Regular Meeting/Budget Workshop  
Minutes  
September 12, 2017**

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A Regular Meeting and Public Meeting to Discuss the Budget and Proposed Tax Rate (Rescheduled) of the Board of Trustees of Hitchcock ISD was held Tuesday, September 12, 2017, 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; Michelle Cantrell, Member; Shirley Price, Member; and Ted Robinson, Jr., Member. Trustee Tony Combs was absent.

HISD employees present at meeting were Carla Vickroy, Superintendent; Jennifer Donovan, Finance Director; Laura 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; Sara Roach, Coordinator of Special Programs; Patrick Faour, Testing Coordinator and Bryan Tacquard, Maintenance Director.

- II. Conduct a Public Hearing on the Proposed 2017-2018 Budget

- A. The purpose of this meeting is to discuss the school district's budget and proposed tax rate. Public participation is encouraged. Ms. Donovan presented the school district's proposed budget and tax rate for the 2017-2018 school year. There were no comments or questions from the public.

- III. 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.

- IV. 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.

- V. Public Participation – There was no public participation.

- 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 July 2017

- A. Kids First Head Start Board Liaison Report – verbal report given by Mr. Wilson and Ms. Gaines

- B. Grant Report
- C. Maintenance Report
- D. Technology Report
- E. First Report – Jennifer Donovan
- F. Special Programs Report – Sara Roach presented a power point and answered questions from the Board of Trustees

#### VIII. Action

- A. Consider approval of the District's 2017-2018 Budget - A motion was made by Tom Ivey and seconded by Chad Allen to approve the District's 2017-2018 Budget as presented and as recommended by the administration. Motion carried with all in favor.
- B. Consider adoption of the Districts 2017-2018 Tax Rate by Written Ordinance - A motion was made by Tom Ivey and seconded by Ted Robinson that the property taxes will remain the same by the adoption of the tax rate of \$1.04 for Maintenance and Operation by written ordinance. Motion carried with all in favor.

A motion was made by Tom Ivey and seconded by Ted Robinson that property taxes be increased by the adoption of a tax rate of .48 for Interest and Sinking by written ordinance. Motion carried with all in favor.

- C. Consider approval of the Final Budget Amendment for 2016-17 school year - A motion was made by Tom Ivey and seconded by Shirley Price to approve the final budget amendment for the 2016-2017 school year as presented and as recommended by the administration. Motion carried with all in favor.
- D. Consider appointment of Board members to the Audit/Finance Committee for the 2017-2018 school year - A motion was made by Tom Ivey and seconded by Ted Robinson to appoint Mr. Robinson and Ms. Cantrell to serve as committee members on the Audit Finance Committee for the 2017-2018 school year. Motion carried with all in favor.
- E. Consider appointment of community members to the Audit/Finance Committee for the 2017-2018 school year - A motion was made by Tom Ivey and seconded by Shirley Price to appoint Kathy Cruz and Sherry Hopson to serve as community members on the Audit Finance Committee for the 2017-2018 school year. Motion carried with all in favor.
- F. Consider nomination of delegate and alternate to the 2017-2018 TASB Delegate Assembly - A motion was made by Tom Ivey and seconded by Ted Robinson to appoint Tony Combs as TASB Delegate and Shirley Price as TASB Alternate for the 2017-2018 TASB Delegate Assembly. Motion carried with all in favor.
- G. Consider approval of Kids' First Head Start Grant - A motion was made by Tom Ivey and seconded by Shirley Price to approve the Kids First Head Start Continuation Grant as presented and as recommended by the administration. Motion carried with all in favor.
- H. Consider approval of Texas City ISD Career and Technical Education MOU for the 2017-2018 school year - A motion was made by Tom Ivey and seconded by Chad Allen to approve the Career & Technical Education Contract between Hitchcock ISD and Texas City ISD for the 2017-2018 school year as presented and as recommended by the administration. Motion carried with all in favor.
- I. Consider approval of the City of Hitchcock Police Department Agreement for the 2017-2018 school year - postponed
- J. Consider approval of Memorandum of Understanding between Hitchcock ISD and Sherry Green - A motion was made by Tom Ivey and seconded by Shirley Price to approve the MOU between Sherry Green and HISD, as presented and as recommended by the administration. Motion carried with all in favor.

- K. Consider approval of TEA Application for Missed School Days for the 2017-2018 School Year - A motion was made by Tom Ivey and seconded by Ted Robinson to approve the TEA Application for Missed School Days for the 2017-2018 school year as presented and as recommended by the administration. Motion carried with all in favor.
- L. Consider approval of Board Resolution regarding Hurricane Harvey - A motion was made by Tom Ivey and seconded by Shirley Price to approve the Board Resolution regarding Hurricane Harvey as presented and as recommended by the administration. Motion carried with all in favor.

IX. Discussion/Possible Action

- A. District Goals - A motion was made by Tom Ivey and seconded by Shirley Price to approve the District Goals for the 2017-18 school year. Motion carried with all in favor.
- B. Code of Conduct - A motion was made by Tom Ivey and seconded by Michelle Cantrell to approve the Code of Conduct for the 2017-18 school year. Motion carried with all in favor.
- C. Standard Operating Procedures – A motion was made by Tom Ivey and seconded by Shirley Price to approve the Standard Operating Procedures for the 2017-18 school year. Motion carried with all in favor.

X. Closed Session – Mr. Wilson, Board President, called the members of the Board of Trustees into Closed session at 8:23 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 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

XI. Reconvene from Closed Session for action, if any, from Closed Session - Trustees reconvened from Closed Session at 9:42 PM.

XII. Suggested Future Agenda Items - none

XIII. Announcement(s) - none

XIV. Adjourn – President Edward Wilson adjourned the meeting at 9:45 PM.

Linda Leuschen  
Recording Secretary

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Edward Wilson  
HISD Board President

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Tom Ivey  
HISD Board Secretary