

**Hitchcock ISD  
Board of Trustees  
Regular Meeting  
Minutes  
May 16, 2017**

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A Regular Meeting & Budget Workshop of the Board of Trustees of Hitchcock ISD was held Tuesday, May 16, 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 vice-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. Vice-President, Ted Robinson, called the meeting to order at 6:30 PM.

Trustees present at the meeting were Ted Robinson, Jr., Vice-President; Tom Ivey, Secretary; Edward Wilson, Member; Chad Allen, Member; Michelle Cantrell, Member; and Tony Combs, Member. Trustee Shirley Price arrived at 6:40 PM

HISD employees present at meeting were Carla Vickroy, Superintendent; Jennifer Donovan, Finance Director; Kellie Edmundson, Hitchcock High School Principal; Patrick Faour, Crosby Middle School Principal; Donette Line, Stewart Elementary School Principal; Angela Mancini, Hitchcock Primary School Principal; Ethel Gaines, Kids' First Head Start Director; Bryan Tacquard, Maintenance Director; Sharanda Harrison-Anderson, Coordinator of Assessment Recruitment and Retention; and Bridget Ford, Durham Transportation General Manager.

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. Tom Ivey led the members of the Board of Trustees and patrons in the Pledge to the Texas flag.

IV. Governance

A. Trustee Election Single Member Districts 3 and 5

1. Declaration of Winners - A motion was made by Ted Robinson and seconded by Tom Ivey to declare Edward Wilson, SMD 3, and Chad Allen, SMD 5, the winners of the May 6, 2017 school board election as announced at the March 21, 2017, board meeting. Motion carried with all in favor.
2. Statement of Elected Officers - Ms. Leuschen, notary public, administered the Statement of Elected Officers to Edward Wilson, SMD 3 and Chad Allen SMD 5.
3. Oath of Office - Ms. Leuschen, notary public, administered the Oath of Office to Edward Wilson, SMD 3 and Chad Allen, SMD 5. Ms. Leuschen, notary public, administered a

ceremonial Oath of Office to Michelle Cantrell, SMD 6.

4. Presentation of Certificate of Election - Ms. Leuschen read and Mr. Robinson presented the Certificates of Election to Edward Wilson and Chad Allen.

B. Reorganization of the Board of Trustees

Chad Allen 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.

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

Chad Allen 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.

- C. Presentation of Plaque to outgoing Board Trustee – A plaque was presented to Ms. Monica Cantrell by Ms. Vickroy and President Wilson.

The Board took a break from 6:51 to 6:59 to enjoy cake and punch in Ms. Cantrell's honor.

- V. Budget Workshop - Mrs. Donovan discussed the contracted services and debt services portion of the proposed budget for the 2017-2018 school year. The budget workshop ended at 7:15 PM.

- VI. Public Participation – Ms. Renna Theim discussed GPA concerning collegiate high school and classes taken during the summer.

- VII. 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

VIII. Reports/Information from the Superintendent for April 2017

- 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. Durham Transportation Report

- J. Technology Report

K. ADA Reports

L. Discipline Reports by Campus

IX. Discussion/Possible Action

- A. Discuss public use of outdoor District Facilities – the Board decided they would like to lock the District stadium and track facility and directed administration to purchase “no trespassing” signage.
- B. Discuss and possibly take action to lock in Electric Rates for Hitchcock ISD – A motion was made by Tom Ivey and seconded by Chad Allen to lock in the electrical rates at the current rate for 95 months. Motion carried with all in favor.
- C. Discuss and possibly take action to implement an After School Meal Program – A motion was made by Tom Ivey and seconded by Shirley Price to approve the City Life Center as the after school meal program as presented and as recommended by the administration. Motion carried with all in favor. The Board asked Ms. Harrison to work with City Life Center to create a contract and bring back to the Board for final approval.

X. Action

- A. Consider approval of Textbook Adoption for the 2017-2018 School Year – A motion was made by Tom Ivey and seconded by Ted Robinson to approve the titles which have been requested by HISD staff as presented and as recommended by the administration. Motion carried with all in favor.
- B. Consider Board Resolution extending Depository Contract for Funds, 2017-2019 – A motion was made by Tom Ivey and seconded by Ted Robinson to approve the resolutions extending the Depository Contracts with Prosperity Bank and Texas First Bank beginning September 1, 2017, through August 31, 2019. Motion carried with all in favor.
- C. Waiver Application for Low Attendance Day – TEA – A motion was made by Tom Ivey and seconded by Shirley Price to approve the the Application for Low Attendance Days as presented and as recommended by the administration. Motion carried with all in favor.

XI. Closed Session – Mr. Wilson, Board President, called the members of the Board of Trustees into Closed session at 8:04 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 2016-2017 school year and 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.

XII. Reconvene from Closed Session for action, if any, from Closed Session - Trustees reconvened from Closed Session at 8:59 PM.

A motion was made by Tom Ivey and seconded by Shirley Price to employ Keiosha Williams under a Probationary One-Year Contract – Counselor for 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 Ted Robinson to employ Travis Smith under a

Probationary One-Year Contract – Teacher for 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 Shirley Price to add the following positions for the 2017-2018 school year: HHS ELA Teacher, HHS Math Teacher, HHS Science Teacher, HHS Social Studies Teacher, CMS Electives Teacher, and an HPS PPCD Teacher as presented and as discussed in executive session. Motion carried with all in favor.

XIII. Suggested Future Agenda Items – Collegiate High School and summer classes affect on a student's GPA.

XIV. Announcement(s) – Mrs. Vickroy sent all Trustees a calendar of events happening at all campuses through June 1<sup>st</sup>.

XV. Adjourn - A motion was made by Tom Ivey and seconded by Shirley Price to adjourn the meeting. Motion carried with all in favor. The meeting was adjourned at 9:07 PM.

Linda Leuschen  
Recording Secretary

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Edward Wilson  
HISD Board President

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Tom Ivey  
HISD Board Secretary