

**Hitchcock ISD
Board of Trustees
Regular Meeting
Minutes
March 21, 2017**

A Regular Meeting of the Board of Trustees of Hitchcock ISD was held Tuesday, March 21, 2017, beginning at 7:00 PM in the Hitchcock ISD Boardroom/Conference Facility located inside the Administration Building 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 Monica Cantrell called the meeting to order at 7:00 PM.

Trustees present at the meeting were Monica Cantrell, President; Ted Robinson, Jr., Vice-President; Tom Ivey, Secretary; Edward Wilson, Member; Shirley Price, Member; and Tony Combs, Member.

Chad Allen, Member, was absent.

HISD employees present at meeting were Carla Vickroy, Superintendent; Chris Armacost, Director of Facilities & Operations (arrived at 8:20); 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; Evangelina Guerra, Coordinator of Curriculum & Instruction (arrived at 8:32); Sharanda Harrison-Anderson, Coordinator of Assessment Recruitment and Retention; Susan Bowles, GGCC Director; 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. Ted Robinson led the members of the Board of Trustees and patrons in the Pledge to the Texas flag.

IV. Recognitions

- A. Above and Beyond Citizenship Award – Monica Cantrell presented the February 2017 Above and Beyond Citizenship Award to Alexis Vineyard.
- B. Above and Beyond Citizenship Award – Monica Cantrell presented the March 2017 Above and Beyond Citizenship Award to Carolyn Jordan.
- C. A Special Presentation of “Thanks” was given to the Board of Trustees from Kids' First Head Start.

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
- F. Approve IMA and TEKS Certification

VII. Reports/Information from the Superintendent for February 2017

- A. Kids First Head Start Board Liaison Report
- 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

VIII. Action

- A. Policy Update 107, affecting local policies CDC (Gifts & Solicitations), CJ (Contracted Services), DC (Employment Practices), DEE (Compensation & Benefits-Expense Reimbursement), DFAA (Probationary Contracts-Suspension/Termination During Contract), DFBA (Term Contracts-Suspension/Termination During Contract), FEA (Attendance-Compulsory Attendance), and FJ (Student Fundraising) - A motion was made by Tom Ivey and seconded by Shirley Price to add, revise, or delete policies as recommended by TASB Policy Service and according to the instruction sheet for TASB Localized Policy Manual Update 107 as presented and as recommended by the Administration. Motion carried with all in favor.
- B. Consider approval of Certificate of Unopposed Candidate and Adoption of Order of Cancellation for Board of Trustees Single Member Districts 3 and 5 - A motion was made by Tom Ivey and seconded by Shirley Price that the members of the Hitchcock ISD Board of Trustees do hereby declare Edward Wilson, unopposed candidate for Single Member District 3, elected to office, and Chad Allen, unopposed candidate for Single Member District 5, elected to office, and to adopt the Cancellation Order to cancel the May 6, 2017, election, as presented and as recommended by the Administration. Motion carried with all in favor.
- C. Consider approval of Crosby Middle School Turnaround Plan - A motion was made by Tom Ivey and seconded by Edward Wilson to approve the Crosby Middle School Turnaround Plan

as presented and as recommended by the Administration. Motion carried with all in favor.

- D. Consider approval of overnight travel to San Antonio for band students May 12-14 - A motion was made by Tom Ivey and seconded by Edward Wilson to approve the overnight travel to San Antonio for band students on May 12-14, 2017, as presented and as recommended by the Administration. Motion carried with all in favor.
- E. Consider approval of overnight travel to Austin for girls varsity track March 31 - April 1 - A motion was made by Tom Ivey and seconded by Ted Robinson to approve the overnight travel to Austin for girls varsity track on March 31 – April 1, 2017, as presented and as recommended by the Administration. Motion carried with all in favor.
- F. Consider approval of out-of-state travel for KFHS to Chicago, Illinois for the National Head Start Conference - A motion was made by Tom Ivey and seconded by Shirley Price to approve the out-of-state travel for three staff members, the Parent Committee President, and the Policy Council President to attend the National Head Start Annual Conference in Chicago, IL from April 6-10, 2017, as presented and as recommended by the Administration. Motion carried with all in favor.
- G. Consider approval of out-of-state travel for KFHS to Los Angeles, California for Practice Based Coaching Training Institute - A motion was made by Tom Ivey and seconded by Shirley Price to approve the out-of-state travel for two staff members to attend the Practice Based Coaching Training Institute in Los Angeles, California from April 25-April 27, 2017, as presented and as recommended by the Administration. Motion carried with all in favor.
- H. Request for Proposal: Painting at Crosby & Stewart - A motion was made by Tom Ivey and seconded by Shirley Price to approve A & B Painting as the vendor to paint the interior and exterior of Crosby Middle School and the Exterior of Stewart Elementary School as presented and as recommended by the Director of Facilities & Operations and the Administration. Motion carried with all in favor.

IX. Closed Session – Mrs. Cantrell, Board President, called the members of the Board of Trustees into Closed session at 7:35 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 and directors
 - a. One-Year Term Contracts
 - b. Non-Chapter 21 Contracts
- 2. Discuss the employment of new professional employee(s) for the remainder of the 2016-2017 school year and the 2017-2018 school year
- 3. 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 – Trustees reconvened from Closed Session at 8:48 PM.

A motion was made by Tom Ivey and seconded by Shirley Price to accept the recommendations of the Superintendent as presented, discussed, and amended in executive session on the following One Year Term Contracts for administrators and professionals: Kellie Edmundson, Patrick Faour, Donette Line, Angela Mancini, Monique Egana, Constance White, Crystal Sweeney, Craig Smith,

Susan Bowles, Evangelina Guerra, and Sara Roach. Motion carried with all in favor.

A motion was made by Tom Ivey and seconded by Edward Wilson to accept the recommendations of the Superintendent as presented, discussed, and amended in executive session on the following One Year Term Contracts for administrators and professionals: Chris Armacost, Jennifer Donovan, Ethel Gaines, Sharanda Harrison-Anderson, and Bryan Tacquard. Motion carried with all in favor. A motion was made by Tom Ivey and seconded by Shirley Price to add the following new position for the 2017-2018 school year: HR Coordinator. Motion carried with all in favor.

A motion was made by Tom Ivey and seconded by Edward Wilson to employ Zachary Sample under a Non-Certified Professional Contract for the 2017-2018 school year as presented and as discussed in executive session. Motion carried with all in favor.

XI. Suggested Future Agenda Items – Schedule a Town Hall meeting.

XII. Announcement(s) – None

XIII. Adjourn – A motion was made by Shirley Price and seconded by Tony Combs to adjourn the meeting. Motion carried with all in favor. The meeting was adjourned at 8:52 PM.

Linda Leuschen
Recording Secretary

Monica Cantrell
HISD Board President

Tom Ivey
HISD Board Secretary