

**Hitchcock ISD
Board of Trustees
Regular Meeting
Minutes
October 18, 2016**

A Regular Meeting of the Board of Trustees of Hitchcock ISD was held Tuesday, October 18, 2016, beginning at 7:00 PM in the Hitchcock ISD Boardroom located in the Hitchcock ISD Administration Building, 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; Chad Allen, Member; and Tony Combs, Member.

Shirley Price, Member, arrived at 7:25 PM.

HISD employees present at meeting were Carla Vickroy, Superintendent; Jennifer Donovan, Finance Director; Chris Armacost, Director of Facilities & Operations; Kellie Edmundson, Hitchcock High School Principal; Andrew Houston, Hitchcock High School Assistant Principal; Patrick Faour, Crosby Middle School Principal; Monique Egana, Crosby Middle School Assistant Principal; Donette Line, Stewart Elementary School Principal; Constance White, Stewart Elementary School Assistant Principal; Angela Mancini, Hitchcock Primary School Principal; Crystal Sweeney, Hitchcock Primary School Assistant Principal; Ethel Gaines, Kids' First Head Start Director; Valencia Jefferson, Chartwells Food Service Director; Bridget Ford, Durham Operations Supervisor; and Susan Bowles, GGCC Director.

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 (September 2016)-Monica Cantrell to Stephanie Smith
- B. Above and Beyond Citizenship Award (October 2016) – Monica Cantrell to Constance Bares

V. Public Participation – there was no public participation.

VI. Consent Agenda - A motion was made by Tom Ivey and seconded by Edward Wilson to approve the Consent Agenda as presented. Motion carried with all in favor. Item F – Principal Proclamation was read by Mr. Ivey.

- 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 2016 as Principal's Month
- G. Consider approval of District/Campus Improvement Plans for the 2016-2017 school year

VII. Reports/Information from the Superintendent for September 2016

- A. Kids First Head Start Board Liaison Report – Verbal report given by Mr. 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. Durham Transportation Report
 - J. Technology Report
- K. ADA Report
- L. Discipline Reports by Campus

VIII. Action

- A. Consider approval of ABM Agreement – postponed until November 2016 meeting.
- B. Consider approval of Mounting Horizons, Inc. Memorandum of Understanding - A motion was made by Tom Ivey and seconded by Shirley Price to approve the Mounting Horizons MOU as presented and as recommended by the administration. Motion carried with all in favor.
- C. Consider and approve order authorizing the issuance, sale and delivery of Hitchcock ISD Unlimited Tax Building Bonds, Series 2016, and containing other matters related thereto - A motion was made by Tom Ivey and seconded by Edward Wilson to approve the order authorizing the issuance, sale and delivery of Hitchcock ISD Unlimited Tax Building Bonds, Series 2016, and containing other matters related thereto as presented and as recommended by the administration. Motion carried with all in favor.
- D. Consider approval of delegate and alternate to the 2016 Houston-Galveston Area Council (HGAC) - A motion was made by Tom Ivey and seconded by Tony Combs to approve Shirley Price as Delegate and Edward Wilson as Alternate to th 2016 HGAC. Motion carried with all in favor.
- E. Consider approval of the PSP Targeted Improvement Plan for Hitchcock High School and Crosby Middle School - A motion was made by Tom Ivey and seconded by Shirley Price to approve the PSP Targeted Improvement Plan for Hitchcock High School and Crosby Middle School as presented and as recommended by the administration. Motion carried with all in

favor.

- F. Consider approval of out-of-state travel for Hitchcock High School Staff to New Orleans, LA for Effective Classroom Strategies for Struggling Learners Conference February 20-21, 2017 – A motion was made by Tom Ivey and seconded by Edward Wilson to approve the out-of-state travel for Hitchcock High School Staff to New Orleans, LA for Effective Classroom Strategies for Struggling Learners Conference February 20-21, 2017, as presented and as recommended by the administration. Motion carried with all in favor.
- G. Consider approval of out-of-state travel to San Juan, Puerto Rico for Kids First Head Conference December 3-8, 2016 - A motion was made by Tom Ivey and seconded by Shirley Price to approve the out-of-state travel to San Juan, Puerto Rico for Kids First Head Conference December 3-8, 2016, as presented and as recommended by the administration. Motion carried with all in favor.
- H. Consider approval of out-of-state travel to Denver, Colorado for the National School Board Association Annual Conference March 24-27, 2017 - A motion was made by Tom Ivey and seconded by Edward Wilson to approve the out-of-state travel to Denver, Colorado for the National School Board Association Annual Conference March 24-27, 2017, as presented and as recommended by the administration. Motion carried with all in favor.
- I. Consider approval of the Annual Statement of Investments - A motion was made by Tom Ivey and seconded by Chad Allen to approve the Annual Statement of Investments as presented and as recommended by the administration. Motion carried with all in favor.
- J. Review Investment policy CDA (Local) and approve Resolution to confirm or amend policy - A motion was made by Tom Ivey and seconded by Shirley Price to approve Investment policy CDA and approve Resolution to confirm or amend policy, as presented and as recommended by the administration. Motion carried with all in favor.
- K. Consider approval of Fund Balance Policy - A motion was made by Tom Ivey and seconded by Shirley Price to approve the Fund Balance Policy as presented and as recommended by the administration. Motion carried with all in favor.
- L. Set date of District Holiday Reception - A motion was made by Tom Ivey and seconded by Ted Robinson to approve December 13th as the date of the Holiday Reception. Motion carried with all in favor.
- M. Consider approval of changes to Local Policy DED (Vacations) - A motion was made by Tom Ivey and seconded by Shirley Price to approve the changes to Local Policy DED as presented and as recommended by the administration. Motion carried with all in favor.

IX. Discussion/Possible Action

A. Consider approval of revised Facilities Usage Form – postponed until November 2016.

X. Closed Session – Mrs. Cantrell, Board President, called the members of the Board of Trustees into Closed session at 8:47 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
2. Discuss assignments, re-assignments and duties of at-will and professional employees

XI. Reconvene from Closed Session for action, if any, from Closed Session – Trustees reconvened from Closed Session at 10:15 PM.

A motion was made by Tom Ivey and seconded by Shirley Price to employ Mendy Myers under a Probationary One-Year Contract – Teacher for the 2016-2017 school year as presented and as

discussed in executive session.

XII. Suggested Future Agenda Items – Workshop with Principals on test data

XIII. Announcement(s) – none

XIV. Adjourn – A motion was made by Chad Allen and seconded by Shirley Price to adjourn the meeting. Motion carried with all in favor. The meeting was adjourned at 10:20 PM.

Linda Leuschen
Recording Secretary

Monica Cantrell
HISD Board President

Tom Ivey
HISD Board Secretary