

**Hitchcock ISD
Board of Trustees
Regular Meeting
Minutes
September 20, 2016**

A Regular Meeting of the Board of Trustees of Hitchcock ISD was held Tuesday, September 20, 2016, beginning at 7:00 PM in the Hitchcock ISD Boardroom/Conference Facility located at 8004 North Railroad, 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; Shirley Price, Member; and Tony Combs, Member.

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; 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; Denise Mosley, KFHS Education Coordinator; Bryan Tacquard, Maintenance Director; Valencia Jefferson, Chartwells Food Service Director; Sharanda Harrison-Anderson, Coordinator of Assessment, Recruitment & Retention; 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 – The Board and Mrs. Vickroy recognized Stewart Elementary for TEA Distinction Designation for Academic Achievement in Science on the 2016 STAAR test.

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 August 2016

- A. Kids First Head Start Board Liaison Report – verbal report given by Mr. Wilson
- B. Superintendent's Monthly Goals Report by Campus
- C. Discipline Reports by Campus
- D. Maintenance Report
- E. Technology Report
- F. School Health Services Reports
- G. Counselors' Report
- H. Grant Report
 - I. Athletic Report
 - J. Chartwells' Report
- K. Durham Transportation Report
- L. ADA Reports
- M. Sidewalk Grant – Information presented by Ms. Donovan
- N. KFHS CLASS Report – Information presented by Ms. Mosley.

VIII. Action

- A. Consider approval of the 2017 Legislative Priorities Draft proposed by Bay Area Schools Consortium - A motion was made by Tom Ivey and seconded by Edward Wilson to approve the 2017 Legislative Priorities Draft proposed by Bay Area Schools as presented and as recommended by the administration. Motion carried with all in favor.
- B. Consider approval of revised Facilities Usage Form – postponed until the October 2016 meeting.
- C. Consider approval of revised Employee Dress Code - A motion was made by Tom Ivey and seconded by Shirley Price to approve the Employee Dress Code as presented and as recommended by the administration with the addition of “no tongue piercing”. Motion carried with all in favor.
- D. Consider approval of 2016-2017 membership in Walsh Gallegos' Retainer Program - A motion was made by Tom Ivey and seconded by Edward Wilson to approve the Walsh Gallegos Trevino Russo & Kyle, P.C. Legal Services Retainer Agreement for the 2016-2017 school year as presented and as recommended by the administration. Motion carried with all in favor.
- E. Consider approval of changes to Local Policy DED (Compensation & Benefits/Vacations & Holidays) - A motion was made by Tom Ivey and seconded by Chad Allen to approve changes to policy DED (local) as presented and as recommended by the administration adding the wording for extenuating circumstance with Superintendent approval. Motion carried with all in favor. Ms. Leuschen will present the policy recommendation change to TASB and bring back to the Board for final approval.
- F. Consider approval of Waiver for Late Arrival - A motion was made by Tom Ivey and

seconded by Shirley Price to approve for HISD to apply for a Waiver for Late Arrival as presented and as recommended by the administration. Motion carried with all in favor.

IX. Discussion/Possible Action

- A. Central Office Renovation Project – A motion was made by Tom Ivey and seconded by Edward Wilson to approve the installation of epoxy coating to seal the floor in the administration building with work to start immediately and the money to come from future bond sales. Motion carried with all in favor.
- B. Priority List for Year 3 Bond Projects – Postponed. The board requested to add a bond workshop to their special scheduled BOT meeting on October 1st so they will have to discuss in further detail.

X. Closed Session – Mrs. Cantrell, Board President, called the members of the Board of Trustees into Closed session at 8:18 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 – No action taken.

XII. Suggested Future Agenda Items – Workshop for Bonds to be added to October 1, 2016, Special Called Meeting. Facilities Usage Forms.

XIII. Announcement(s) – Saturday, November 19, 2016, at 10:00 AM a Historical Marker Ceremony will take place at Crosby Middle School (now Strong Tower).

XIV. Adjourn - 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 9:14 PM.

Linda Leuschen
Recording Secretary

Monica Cantrell
HISD Board President

Tom Ivey
HISD Board Secretary