

**Hitchcock ISD
Board of Trustees
Regular Meeting & Budget Workshop
Minutes
August 30, 2016**

A Regular Called Meeting and Public Meeting to Discuss the Budget and Proposed Tax Rate of the Board of Trustees of Hitchcock ISD was held Tuesday, August 30, 2016, beginning at 6:30 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 6:31 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; Bryan Tacquard, Maintenance Director; Bridget Ford, Durham Operations Supervisor; Valencia Jefferson, Chartwells Food Service Director; Sharanda Harrison-Anderson, Coordinator of Assessment, Recruitment & Retention; and Evangelina Guerra, Coordinator of Curriculum & Instruction.

II. Conduct a Public Hearing on the Proposed 2016-2017 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 2016-2017 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. Ted Robinson led the members of the Board of Trustees and patrons in the Pledge to the Texas flag.

V. Recognitions

- A. Above and Beyond Citizenship Award – June 2016: Monica Cantrell presented the June 2016 ABC Award to Kristie Sheppard and the P.A.W.S. program.
- B. Above and Beyond Citizenship Award – July 2016: Monica Cantrell presented the July 2016

ABC Award to Angela Mancini

- C. Above and Beyond Citizenship Award – August 2016: Monica Cantrell presented the August 2016 ABC Award to Carla Vickroy

VI. Public Participation – there was no public participation.

VII. 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

- 1. July 18, 2016
- 2. July 26, 2016

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 Texas Teacher Evaluation & Support System (T-TESS) Calendar and Official T-TESS Appraisers for the 2016-2017 school year

G. Policy Update 105, affecting local policies: BJCF (Superintendent); BQ (Planning & Decision Making Process); CLB (Buildings, Grounds & Equipment Management/Maintenance); CLE (Buildings, Grounds & Equipment Management/Flag Displays); CPC (Office Management/Records Management); DBA (Employment Requirements & Restrictions/Credentials & Records); DFBB (Term Contracts/Nonrenewal); DFFA (Reduction in Force/Financial Exigency); DFFB (Reduction in Force/Program Change; EHBD(Special Programs/Title I); and FDC (Admissions/Homeless Students)

H. Policy Update 106, adding local policy EHBAF (Special Education - Video/Audio Monitoring)

VIII. Reports/Information from the Superintendent for July 2016

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

B. Grant Report

C. Maintenance Report

D. Technology Report

E. Preliminary First Report

F. Property Update

G. Road Construction Update – Update given by Monica Cantrell

IX. Action

A. Consider approval of the District's 2016-2017 Budget - A motion was made by Tom Ivey and seconded by Chad Allen to approve the District's 2016-2017 Budget as presented and as recommended by the administration. Motion carried with all in favor.

B. Consider adoption of the Districts 2016-2017 Tax Rate by Written Ordinance - A motion was made by Tom Ivey and seconded by Shirley Price 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 Edward Wilson that property taxes be

increased by the adoption of a tax rate of .50 for Interest and Sinking by written ordinance.
Motion carried with all in favor.

- C. Consider approval of the Final Budget Amendment for 2015-16 school year - A motion was made by Tom Ivey and seconded by Edward Wilson to approve the final budget amendment for the 2015-2016 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 2016-2017 school year - A motion was made by Tom Ivey and seconded by Ted Robinson to appoint Mr. Wilson and Mr. Robinson to serve as committee members on the Audit Finance Committee for the 2016-2017 school year. Motion carried with all in favor.
- E. Consider appointment of community members to the Audit/Finance Committee for the 2016-2017 school year - A motion was made by Tom Ivey and seconded by Chad Allen to appoint Kathy Cruz and Sherry Hopson to serve as community members on the Audit Finance Committee for the 2016-2017 school year. Motion carried with all in favor.
- F. Consider nomination of delegate and alternate to the 2016-2017 TASB Delegate Assembly - A motion was made by Tom Ivey and seconded by Edward Wilson to appoint Tony Combs as TASB Delegate and Edward Wilson as TASB Alternate for the 2016-2017 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 Edward Wilson 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 Mark Kilroy Foundation MOU for 2016-2017 school year - A motion was made by Tom Ivey and seconded by Shirley Price to approve the Memorandum of Understanding between Hitchcock ISD and the Mark Kilroy Foundation for the 2016-2017 school year with the addendum that the expense of the buses be paid by Hitchcock ISD for the summer program, as presented and as recommended by the administration. Motion carried with all in favor.
- I. Consider approval of DePelchin Children's Center MOU for the 2016-2017 school year - A motion was made by Tom Ivey and seconded by Ted Robing to approve the Memorandum of Understanding between Hitchcock ISD and the DePelchin Children's Center for the 2016-2017 school year as presented and as recommended by the administration. Motion carried with all in favor.
- J. Consider approval of Texas City ISD Career and Technical Education MOU (Culinary) for the 2016-2017 school year - A motion was made by Tom Ivey and seconded by Shirley Price to approve the Career & Technical Education Contract between Hitchcock ISD and Texas City ISD for the 2016-2017 school year as presented and as recommended by the administration. Motion carried with all in favor.
- K. Consider approval of College of the Mainland Dual Credit Partnership Agreement for the 2016-2017 school year - A motion was made by Tom Ivey and seconded by Chad Allen to approve the COM Partnership Agreements for the 2016-2017 school year as presented and as recommended by the administration. Motion carried with all in favor.
- L. Consider approval of the City of Hitchcock Police Department Agreement for the 2016-2017 school year - A motion was made by Tom Ivey and seconded by Ted Robinson to approve the one-year contract with the City of Hitchcock for two (2) uniformed police officers for the 2016-17 school year as outlined in the Master Agreement between HPS and HISD with the addition that the HISD purchased campus mobile unit be owned by HISD as presented and as recommended by the administration. Motion carried with all in favor.
- M. Consider approval of Emergency Management Preparedness Agreement with the City of Hitchcock - A motion was made by Tom Ivey and seconded by Edward Wilson to approve the

Emergency Management Preparedness Agreement as presented and as recommended by the administration. Motion carried with all in favor.

N. Consider approval of Memorandum of Understanding between Hitchcock ISD and Sherry Green - A motion was made by Tom Ivey and seconded by Ted Robinson to approve the MOU between Sherry Green and HISD, as presented and as recommended by the administration. Motion carried with all in favor.

O. Consider approval of Greater Gulf Coast Cooperative for Special Education Shared Services Arrangement - A motion was made by Tom Ivey and seconded by Tony Combs to approve the GGCC Shared Services Agreement as presented and as recommended by the administration. Motion carried with all in favor.

X. 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 2016-17 school year. Motion carried with all in favor.

B. Code of Conduct - A motion was made by Tom Ivey and seconded by Shirley Price to approve the Code of Conduct for the 2016-17 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 2016-17 school year. Motion carried with all in favor.

XI. Closed Session – Mrs. Cantrell, Board President, called the members of the Board of Trustees into Closed session at 9:00 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

XII. Reconvene from Closed Session for action, if any, from Closed Session - Trustees reconvened from Closed Session at 10:50 PM – A motion was made by Tom Ivey and seconded by Edward Wilson to add a new groundskeeper position. Motion carried with all in favor.

XIII. Suggested Future Agenda Items – A breakdown on testing data

XIV. Announcement(s) – Board walkthrough is October 1st at 9:00 AM, September 11 Community Memorial at 3:00 PM at the VFW, Friday football game, COM celebrating 50 years on September 6 and having a gala on September 15th.

XV. Adjourn – A motion was made by Shirley Price and seconded by Tom Ivey to adjourn the meeting. Motion carried with all in favor. The meeting was adjourned at 10:55 PM.

Linda Leuschen
Recording Secretary

Monica Cantrell
HISD Board President

Tom Ivey
HISD Board Secretary