

**Hitchcock ISD  
Board of Trustees  
Regular Meeting & Budget Workshop  
Minutes  
May 17, 2016**

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A Regular Meeting & Budget Workshop of the Board of Trustees of Hitchcock ISD was held Tuesday, May 17, 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 Edward Wilson called the meeting to order at 6:30 PM.

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

HISD employees present at meeting were Carla Vickroy, Superintendent; Jennifer Donovan, Finance Director; Sharanda Harrison-Anderson, Education Foundation Director; Chris Armacost, Technology Director; Bryan Tacquard, Maintenance Director; Kellie Edmundson, Hitchcock High School Principal; Larry Allen, Crosby Middle School Principal; Donette Line, Stewart Elementary School Principal; Patrick Faour, Hitchcock Primary School Principal; Angela Mancini, Hitchcock Primary School Assistant Principal; and Mrs. Gilmore, Ms. Blackwell and Mrs. Capehart, Kids First Head Start, were at the meeting for Mrs. Gaines, KFHS 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 – Monica Cantrell presented the April 2016 ABC Award to Kellie Edmundson.
- B. Above and Beyond Citizenship Award - Monica Cantrell presented the May 2016 ABC Award to Briget Ford.
- C. Special Recognition - Hitchcock Police Department/HISD Police Officers – Monica Cantrell presented a Special Recognition Certificate to Hitchcock Police Department and thanked Chief Hamm for their service to our community. Mrs. Cantrell also recognized HISD Officers Richardson and Tottenham (not present) for their service to our District.

## V. Governance

### A. Trustee Election

1. Canvassing of the ballots for the May 7, 2016, School Board Election for SMD 1 & 2 – President Edward Wilson read the Canvassing of Ballots provided by Galveston County.
2. Declaration of the winner for SMD 1 and SMD 2 - A motion was made by Tom Ivey and seconded by Monica Cantrell to declare Shirley Price, SMD 2 unopposed candidate, as the winner of the May 7, 2016, election. Motion carried with all in favor.  
A motion was made by Tom Ivey and seconded by Chad Allen to declare Tony Combs, SMD 1 candidate, as the winner of the May 7, 2016 SMD 1 Election. Motion carried with all in favor.
3. Presentation of Certificate of Election for SMD 1 and SMD 2 – Ms. Leuschen read and Mr. Wilson presented the Certificates of Election to Tony Combs and Shirley Price.
4. Statement of Elected Officers for SMD 1 and SMD 2 - Ms. Leuschen, notary public, administered the Statement of Elected Officers to Tony Combs, SMD 1, and Shirley Price, SMD 2.
5. Administer the Oath of Office for SMD 1 and SMD 2 - Ms. Leuschen, notary public, administered the Oath of Office to Tony Combs, SMD 1, and Shirley Price, SMD 2.

### B. Reorganization of the Board of Trustees –

Tom Ivey made a motion to nominate Monica Cantrell for President and it was seconded by Edward Wilson. Nomination was accepted by Monica Cantrell. Motion carried with all in favor.

Shirley Price made a motion to nominate Tom Ivey as Vice President and Mr. Ivey declined. Monica Cantrell made a motion to nominate Ted Robinson as Vice President and it was seconded by Mr. Wilson. Nomination was accepted by Ted Robinson. Motion carried with all in favor.

Edward Wilson made a motion to nominate Tom Ivey as Secretary and it was seconded by Chad Allen. Nomination was accepted by Mr. Ivey. Motion carried with all in favor.

VI. Public Participation – Abigail Klump spoke regarding proposed fees for Collegiate High School. Jolie Suire spoke regarding proposed fees for Collegiate High School, Dual Credit, and CTE classes.

VII. Budget Workshop - Mrs. Donovan provided a “Description of Object Codes” for the Boards convenience. She also discussed the 6300 and 6400 budget codes with the Board. The budget workshop ended at 7:15 PM.

VIII. 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.

#### 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

IX. Reports/Information from the Superintendent for April 2016

A. Kids First Head Start Board Liaison Report – Mr. Wilson gave a verbal 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

M. Special Populations Report

N. GT Reports

O. HISD Property Update – Mrs. Donovan provided a handout as an update on the sale of HISD property

X. Action

A. Consider approval of fees associated with CTE, Dual Credit, and Collegiate High School courses - A motion was made by Tom Ivey and seconded by Shirley Price to approve the cost to student proposal as presented. Motion carried with all in favor.

B. Consider approval of contract with University of Texas Medical Branch at Galveston - A motion was made by Tom Ivey and seconded by Edward Wilson to approve the contract between UTMB Galveston Department of Pediatrics and the HISD for the 2016-2017 school year as presented and as recommended by the administration. Motion carried with all in favor.

C. Consider approval of changes to Policy DNA (local) and DNB (local) - A motion was made by Tom Ivey and seconded by Shirley Price to approve changes to policies DNA (local) and DNB (local) as presented and as recommended by the administration. Motion carried with all in favor.

D. Consider approval of out-of-state travel for Ms. Blackwell to travel to Indianapolis, IN to attend the NASN 48th Annual Conference June 29 - July 3, 2016 – A motion was made by Tom Ivey and seconded by Edward Wilson to approve the out-of-state travel for Darlene Blackwell to attend the NASN 48<sup>th</sup> Annual Conference in Indianapolis, Indiana from June 30 – July 3, 2016, as presented and as recommended by the administration. Motion carried with all in favor.

E. KFHS Response to Overview of Findings from the Leadership/Governance/ Management System Review Event in January 2016 - A motion was made by Tom Ivey and seconded by Shirley Price to approve Ms. Gaines' response to the Office of Head Start regarding the Overview of Findings from the Leadership/Government/Management System Review Event in January 2016 as presented and as recommended by the administration. 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 7:40 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 voluntary resignation agreement of Barbara Scott George
3. Discuss rescinding the proposed nonrenewal of Barbara Scott George
4. Discuss the employment of new professional employee(s) for the remainder of the 2015-2016 school year
5. Discuss the employment of new professional employee(s) for the 2016-2017 school year
6. Discuss assignments, re-assignments and duties of at-will and professional employees

At 7:55 PM, the Board returned to open session because they wanted to re-discuss Action Item A. Tom Ivey made a motion to rescind the previous motion to change the cost structure for Action Item A and Shirley Price seconded. Motion carried with all in favor.

After discussion, a new motion was made. A motion was made by Tom Ivey and seconded by Shirley Price to approve the proposal as presented with a change that Collegiate High School parents would pay a flat \$200 and the District will pay the balance of cost associated with Collegiate High School. Motion carried with all in favor. The Board went back in to closed session at 8:05 PM.

XII. Reconvene from Closed Session for action, if any, from Closed Session – Trustees reconvened from Closed Session at 9:45 PM.

- A. Discuss and take action to approve the voluntary resignation agreement of Barbara Scott George – A motion was made by Tom Ivey and seconded by Shirley Price to approve the voluntary resignation agreement of Barbara Scott George as discussed in Executive Session. Motion carried with all in favor.
- B. Discuss and take action to rescind the proposed nonrenewal of Barbara Scott George - A motion was made by Tom Ivey and seconded by Shirley Price to rescind the proposed nonrenewal of Barbara Scott George as discussed in Executive Session. 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 Chapter 21 one-year term contracts for administrators and professionals: Kellie Edmundson, Donette Line, Patrick Faour, Angela Mancini, Monique Egana, Constance White, Craig Smith, Susan Bowles, and Evangelina Guerra. 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 non-chapter 21 one-year term contracts for administrators and professionals: Chris Armacost, Jennifer Donovan, Ethel Gaines, Sharanda Harrison-Anderson, Bryan Tacquard, and Sara Williams. Motion carried with all in favor.

A motion was made by Tom Ivey and seconded by Shirley Price to add the following new positions for the 2016-2017 school year: Director of Facilities and Operations, Coordinator of

Special Programs, Coordinator of Curriculum, Assistant Band Director, Athletic Trainer, Crosby Middle School Life Skills Teacher and a full-time receptionist/attendance clerk at Crosby Middle School. Motion carried with all in favor.

A motion was made by Tom Ivey and seconded by Edward Wilson to employ Fred Otto under a Probationary One-Year Contract-Teacher/Assistant Band Director for the 2016-2017 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 Edward Wilson to employ Andrew Houston under a Probationary One-Year Contract + Addendum - Administrator for the 2016-2017 school year as presented and as discussed in executive session. Motion carried with all in favor.

XIII. Suggested Future Agenda Items – None

XIV. Announcement(s) – Baccalaureate is this Sunday, May 22, at HHS at 6:00 PM

XV. Adjourn – A motion was made by Chad Allen and seconded by Edward Wilson to adjourn the meeting. Motion carried with all in favor. The meeting was adjourned at 9:50 PM.

Linda Leuschen  
Recording Secretary

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Monica Cantrell  
HISD Board President

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Tom Ivey  
HISD Board Secretary