

**Hitchcock ISD
Board of Trustees
Regular Meeting
Minutes
April 19, 2016**

A Regular Meeting & Budget Workshop of the Board of Trustees of the Hitchcock Independent School District was held Tuesday, April 19, 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; Monica Cantrell, Member; Chad Allen, Member; Tony Combs, Member, and Ted Robinson, Member.

Tom Ivey, Secretary, and Shirley Price, Member, were absent.

HISD employees present at meeting were Carla Vickroy, Superintendent; Jennifer Donovan, Business Manager; Evangelina Guerra, Director of Curriculum and Federal Programs; 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; and Ethel Gaines, Kids First Head Start 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. Tony Combs 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. Budget Workshop – Mrs. Donovan discussed the 6100, 6200 and 6600 budget codes with the Board as well as Capital Assets, Stipends, Contracted Services and the Chart of Accounts. The budget workshop ended at 6:48 PM.

- V. Recognitions – April ABC Award postponed until May 2016.

- VI. Public Participation – There was no public participation.

- VII. Consent Agenda - A motion was made by Monica Cantrell and seconded by Tony Combs 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. Response to TEA regarding the Application and Statement of Impact for Advantage Academy

VIII. Reports/Information from the Superintendent for March 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 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 & Power Point Presentation – Reports given by Mr. Brewer, Mrs. Smith, and students at Stewart Elementary, Mrs. Crowell and her students at Crosby Middle School, Mrs. Frye at Hitchcock High School, and Mr. Faour at Hitchcock Primary School.
- O. Dual Credit/Collegiate High School Report – Mrs. Donovan proposed “student/parent” costs for the 2016-2017 school year. This item will be brought before the Board in May as an action item.
- P. CTE Report

IX. Action

- A. Approve Policy Update 104, affecting (LOCAL) policies – A motion was made by Monica Cantrell and seconded by Ted Robinson that the board add, revise, or delete policies as recommended by TASB Policy Service and according to the Instruction Sheet for TASB Localized Policy Manual Update 104. Motion carried with all in favor.
 - 1. EEH - Instructional Arrangements
 - 2. FB - Equal Educational Opportunity
 - 3. FD - Admissions
 - 4. FEB - Attendance/Attendance Accounting
 - 5. FFC - Student Welfare/Student Support Services
 - 6. FFH - Student Welfare/Freedom from Discrimination, Harassment, and Retaliation

- B. Approve Teacher Appreciation Week Resolution - A motion was made by Monica Cantrell and seconded by Chad Allen to approve the Teacher Appreciation Week Resolution declaring the week of May 2 – May 6, as Teacher Appreciation Week as presented and as recommended by the administration. Motion carried with all in favor.
- C. Approve Paraprofessional and Auxiliary Support Personnel Appreciation Week Resolution - A motion was made by Monica Cantrell and seconded by Chad Allen to approve the Paraprofessional Appreciation Week Resolution declaring the week of May 2 – May 6, as Paraprofessional and Auxiliary Support Personnel Appreciation Week as presented and as recommended by the administration. Motion carried with all in favor.
- D. Set date for Board training – A motion was made by Monica Cantrell and seconded by Tony Combs to set July 9th at 9:00 AM as the day to have Team of 8 training and to have the training done by Attorney Stephen Dubner. Motion carried with all in favor.
 - 1. TEAM of 8
 - 2. Goal Setting
 - 3. Standard Operating Procedures
 - 4. Board Code of Conduct
- E. Consider approval of Food Service Management Contract Amendment – A motion was made by Monica Cantrell and seconded by Ted Robinson to approve a one-year extension of the Food Service Management Agreement with Chartwells for the 2016-2017 school year, which is the third year under a five-year contract as presented and as recommended by the administration. Motion carried with all in favor.
- F. Approve Prevailing Wage Rates for Construction Projects - A motion was made by Monica Cantrell and seconded by Ted Robinson to approve the attached Galveston County Prevailing Wage Rates for construction projects as required by law, but not exceeding the maximum percentage required as presented and as recommended by the administration. Motion carried with all in favor.

X. Discussion/Possible Action

- A. Discuss and possibly approve Synovia Solutions Proposal – A motion was made by Monica Cantrell and seconded by Chad Allen to proceed with Synovia Solutions proposal to place GPS tracking on buses and District vehicles as discussed by Board of Directors this evening – Option 1. Motion carried with all in favor.

XI. Closed Session – Mr. Wilson, Board President, called the members of the Board of Trustees into Closed session at 8:05 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 teachers, speech and hearing, nurses, counselors, librarians and coordinators for the 2016-2017 school year
 - a. One-Year Term Contracts
 - b. Probationary One-Year Contracts
 - c. Probationary One-Year Contracts + Certification Addendum
 - 2. Discuss the employment of new professional employee(s) for the remainder of the 2015-2016 school year and the 2016-2017 school year
 - 3. 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 9:34 PM.

A motion was made by Monica Cantrell and seconded by Tony Combs to accept the recommendations of the Superintendent as presented in executive session on the following contracts for teachers, speech and hearing, nurses, counselors, librarians, coordinators, and professionals: one-year term contracts, probationary one-year contracts, probationary one-year contracts + certification addendums, and non-chapter 21 contracts. Motion carried with all in favor.

A motion was made by Monica Cantrell and seconded by Tony Combs to employ Charles Lawrence under a Non-Certified Professional Contract for the 2016-2017 school year as presented by the administration. Motion carried with all in favor.

XIII. Suggested Future Agenda Items – Sale of District Property and CTE/Dual Credit/Collegiate High School

XIV. Announcement(s) – Chamber of Commerce Teacher Appreciation is on May 4th at 3:00 PM and the Chamber of Commerce Quarterly meeting is on April 28th at 11:30 AM.

XV. Adjourn – A motion was made by Chad Allen and seconded by Tony Combs to adjourn the meeting. Motion carried with all in favor. The meeting was adjourned at 9:40 PM.

Linda Leuschen
Recording Secretary

Edward Wilson
HISD Board President

Tom Ivey
HISD Board Secretary