

**Hitchcock ISD  
Board of Trustees  
Regular Meeting & Public Hearing  
Minutes  
August 18, 2015**

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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 18, 2015, 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 6:33 PM.

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

Trustee Tony Combs arrived at 6:46 PM.

HISD employees present at meeting were Carla Vickroy, Superintendent; Jennifer Donovan, Business Manager; Donette Line, Stewart Elementary School Principal; Patrick Faour, Hitchcock Primary School Principal; Evangelina Guerra, Director of Curriculum and Federal Programs; Bryan Tacquard, Maintenance Director; and Mr. Knapp.

- II. Conduct a Public Hearing on the Proposed 2015-2016 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 advised the Board of Trustees and the Public of the \$1.54 tax rate. The overall budget revenue and expenditures for the 2015-2016 school year were discussed. There were no questions from the Board or the Public.

- 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. Monica Cantrell led the members of the Board of Trustees and patrons in the Pledge to the Texas flag.

- VIII D. Hear a presentation from the District's Financial Advisor and consider possible action approving a Plan of Finance for the issuance of voted bond authorization and refinancing certain outstanding bonds of the District – Mr. Bob Henderson explained the Plan of Finance to the Board of Trustees. A motion was made by Tom Ivey and seconded by Ted Robinson to approve the Plan of Finance as presented and as recommended by Administration and the Financial Advisor. Motion carried with all in favor.

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

- V. Consent Agenda - A motion was made by Tom Ivey and seconded by Shirley Price to approve the Consent Agenda as presented and as recommended by the administration. 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

VI. Reports/Information from the Superintendent for July 2015

- A. Kids First Head Start Board Liaison Report - A verbal report was given by Mr. Wilson.
- B. Grant Report
- C. Maintenance Report
- D. Technology Report
- E. TEA 2015 Accountability Summary – Ms. Vickroy explained how the Accountability Rating is achieved.
- F. Fleet Management Safety Procedures and Regulations
- G. Comprehensive Maintenance Plan
- H. Preliminary First Report
- I. Performance Based Monitoring Analysis System (PBMAS) 2015

VII. Action

- A. Consider approval of the District's 2015-2016 Budget - A motion was made by Tom Ivey and seconded by Shirley Price to approve the District's 2015-2016 Budget as presented and as recommended by the administration. Motion carried with all in favor.
- B. Consider adoption of the Districts 2015-2016 Tax Rate by Written Ordinance - A motion was made by Tom Ivey and seconded by Chad Allen 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 Tony Combs 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 2014-2015 - A motion was made by Tom Ivey and seconded by Ted Robinson to approve the final budget amendment for the 2014-2015 school year as presented and as recommended by the administration. Motion carried with all in favor.
- D. Consider approval of Resolution Designating Investment Officers - A motion was made by Tom Ivey and seconded by Shirley Price to approve the Resolution designating investment officers as presented and as recommended by the administration and the Finance Committee. Motion carried with all in favor.
- E. Consider appointment of Board members to the Audit/Finance Committee for the 2015-2016 school year - A motion was made by Tom Ivey and seconded by Shirley Price to appoint Mr. Wilson and Mr. Robinson to serve as committee members on the Audit Finance Committee for the 2015-2016 school year. Motion carried with all in favor.
- F. Consider appointment of community members to the Audit/Finance Committee for the 2015-2016 school year - A motion was made by Tom Ivey and seconded by Monica Cantrell to

appoint Kathy Cruz and Sherry Hopson to serve as community members on the Audit Finance Committee for the 2015-2016 school year. Motion carried with all in favor.

- G. Consider nomination of delegate and alternate to the 2015-2016 TASB Delegate Assembly - A motion was made by Tom Ivey and seconded by Chad Allen to appoint Tony Combs as TASB Delegate and Shirley Price as TASB Alternate for the 2015-2016 TASB Delegate Assembly. Motion carried with all in favor.
- H. Set date to invite alumni back to Hitchcock ISD - A motion was made by Tom Ivey and seconded by Monica Cantrell to approve October 16, 2015, as the date to invite alumni back and for this date to always be on Homecoming in the future. Motion carried with all in favor.
- I. Consider approval of TASB Unemployment Compensation renewal proposal - A motion was made by Tom Ivey and seconded by Chad Allen to approve the TASB Unemployment Compensation renewal proposal for Unemployment Compensation coverage for the 2015-2016 school year. Motion carried with all in favor.
- J. Consider approval of Kids' First Head Start Grant - A motion was made by Tom Ivey and seconded by Shirley Price to approve the Kids First Head Start Continuation Grant as presented and as recommended by the administration. Motion carried with all in favor.
- K. Consider approval of Mark Kilroy Foundation MOU for 2015-2016 school year - A motion was made by Tom Ivey and seconded by Monica Cantrell to approve the Memorandum of Understanding between Hitchcock ISD and the Mark Kilroy Foundation for the 2015-2016 school year as presented and as recommended by the administration. Motion carried with all in favor.
- L. Consider approval of DePelchin Children's Center MOU - A motion was made by Tom Ivey and seconded by Chad Allen to approve the Memorandum of Understanding between Hitchcock ISD and the DePelchin Children's Center for the 2015-2016 school year as presented and as recommended by the administration. Motion carried with all in favor.
- M. Consider approval of Texas City ISD Career and Technical Education MOU - 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 2015-2016 school year as presented and as recommended by the administration. Motion carried with all in favor.
- N. Consider approval of RFP: Roof Repairs - A motion was made by Tom Ivey and seconded by Ted Robinson to approve Sea Breeze Roofing as the contractor for roof repairs due to storm damage as presented and as recommended by the administration and by Mr. Mike Perry. Motion carried with all in favor.

#### VIII. 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 2015-2016 school year. Motion carried with all in favor.
- B. Code of Conduct – BOT - A motion was made by Tom Ivey and seconded by Chad Allen to approve the Board of Trustees Code of Conduct for the 2015-2016 school year. Motion carried with all in favor.
- C. Standard Operating Procedures – BOT - A motion was made by Tom Ivey and seconded by Ted Robinson to approve the Standard Operating Procedures for the 2015-2016 school year. Motion carried with all in favor.
- D. Hear a presentation from the District's Financial Advisor and consider possible action approving a Plan of Finance for the issuance of voted bond authorization and refinancing certain outstanding bonds of the District – This item was heard and voted on at the beginning of the meeting immediately following the pledges.

XII. Announcement(S) – COM Foundation Gala is September 10<sup>th</sup> at South Shore Harbor; Our National Jr. Olympics participants had 5 kids place in the top 6 kids in the nation; Monica Cantrell and Good Ole Days gave a personal thanks to Mr. Faour and Kristie Sheppard for their hard work; Cora Harrison passed away on August 17<sup>th</sup>; and Chris Armacost’s wife had a baby.

IX. Closed Session – Mr. Wilson, Board President, called the members of the Board of Trustees into Closed session at 7:45 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 2015-2016 school year
2. Discuss assignments, re-assignments and duties of at-will and professional employees

X. Reconvene from Closed Session for action, if any, from Closed Session – Trustees reconvened from Closed Session at 8:17 PM – No action taken.

XI. Suggested Future Agenda Items – Communities in Schools

XIII. Adjourn – A motion was made by Shirley Price and seconded by Tony Combs to adjourn the meeting. Motion carried with all in favor. The meeting was adjourned at 8:40 PM.

Linda Leuschen  
Recording Secretary

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Edward Wilson  
HISD Board President

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Tom Ivey  
HISD Board Secretary