

**Hitchcock ISD
Board of Trustees
Regular Meeting & Budget Workshop
Minutes
May 19, 2015**

A Regular Meeting of the Board of Trustees of the Hitchcock Independent School District was held Tuesday, May 19, 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 Monica Cantrell called the meeting to order at 6:32 PM.

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

Tony Combs, Member, arrived at 6:55 PM.

Trustee Shirley Price was absent.

HISD employees present at meeting were Carla Vickroy, Superintendent; Jennifer Donovan, Business Manager; Kellie Edmundson, Hitchcock High School Principal; Steve Adamson, Hitchcock High School Assistant Principal; Larry Allen, Crosby Middle School Principal; Donette Line, Stewart Elementary Principal; Patrick Faour, Hitchcock Primary Principal; Ethel Gaines, KFHS Director; Bryan Tacquard, Maintenance Director; Evangelina Guerra, Director of Federal & Special Programs; Cheryl Moffett, Hitchcock ISD District Nurse, and Lee Knapp, Construction Manager.

II. Budget Workshop

A. 6300's Handout and Discussion - Ms. Donovan discussed the "6300" budget codes.

B. 6400's Handout and Discussion - Ms. Donovan discussed the "6400" budget codes.

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. Governance

A. Trustee Election Single Member Districts 4, 6, and 7

1. Declaration of Winners – A motion was made by Monica Cantrell and seconded by Edward Wilson to formally declare Ted Robinson, Jr., Single Member District 4; Monica Cantrell, Single Member District 6, and Tom Ivey, Single Member District 7 the winners of the May 9, 2015, school board election as announced at the March 24, 2015, Board meeting. Motion carried with all in favor.

2. Statement of Elected Officers – Linda Leuschen, Notary Public, administered the Statement of elected Officers to Ted Robinson, Jr., Single Member District 4; Monica Cantrell, Single Member District 6, and Tom Ivey, Single Member District 7.
3. Oath of Office – Linda Leuschen, Notary Public, administered the Oath of Office to Ted Robinson, Jr., Single Member District 4; Monica Cantrell, Single Member District 6, and Tom Ivey, Single Member District 7.
4. Presentation of Certificate of Election - Linda Leuschen, Notary Public, presented the Certificate of Election to Ted Robinson, Jr., Single Member District 4; Monica Cantrell, Single Member District 6, and Tom Ivey, Single Member District 7.

B. Reorganization of the Board of Trustees

Ted Robinson made a motion to nominate Edward Wilson for President and it was seconded by Chad Allen. Nomination was accepted by Mr. Wilson. Motion carried with all in favor.

Monica Cantrell made a motion to nominate Shirley Price as Vice President and it was seconded Tom Ivey. Ms. Leuschen was asked to please notify Dr. Price of the nomination. Motion carried with all in favor.

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

Monica Cantrell passed the gavel to Mr. Wilson who presided over the remainder of the meeting.

V. Recognitions

A. Above and Beyond Citizenship Award for May 2015 was presented to ACU of Texas by Monica Cantrell.

B. Softball Recognitions - Postponed

C. Special Recognition – Ms. Edmundson and Mr. Chad Allen presented a plaque to Coach Adamson in recognition of his years of dedication to the Hitchcock High School Basketball Program. At this time (7:04 PM) the Board recessed to enjoy cake and punch with Coach Adamson, Mrs. Adamson, and others in attendance at the meeting.

Ms. Leuschen contacted Dr. Shirley Price during the break and she accepted the nomination to service as the Board's new Vice-President.

The Board reconvened into open session at 7:20 PM.

VI. Public Participation – There was no public participation.

VII. Consent Agenda - A motion was made by Tom Ivey and seconded by Ted Robinson to approve the Consent Agenda as presented and to pull Item C (Monthly Tax Collection Report) for further discussion. Motion carried with all in favor. A motion was made by Tom Ivey and seconded by Chad Allen to approve the Monthly Tax Collection Report as presented. Motion carried with all in favor.

A. Minutes

1. Regular Meeting & Budget Workshop of April 21, 2015

- 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 Board Resolution extending Depository Contract for Funds, 2015-2017
- G. Consider approval of Collegiate High School Partnership Agreement with College of the Mainland for the 2015-2016 school year

VIII. Reports/Information from the Superintendent for April 2015

- 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 Report
- F. Counselors' Report
- G. Athletic Report
- H. Maintenance Report
- I. Durham Transportation Report
- J. Technology Report
- K. ADA Report
- L. Discipline Reports by Campus
- M. Special Programs Progress Report
- N. GT Report
- O. CTE Programs Presentation – Ms. Guerra, Mr. Jordan, Mrs. Bilek, and Mr. Dillon all did a presentation and had discussion regarding their respective CTE classes.
- P. Homeless Program Presentation – Mrs. Sheppard did a presentation regarding the homeless students in the Hitchcock Independent School District.
- Q. Testing Days - ADA Report

IX. Action

- A. Consider Approval of Paraprofessional and Manual Trades Pay Scales for the 2015-2016 School Year - A motion was made by Tom Ivey and seconded by Chad Allen to approve the Paraprofessional and Manual Trades Pay Scales for the 2015-2016 School Year as presented and as recommended by the administration. Motion carried with all in favor.
- B. Consider Approval of Extra Duty Pay Rates/Stipends for 2015-2016 School Year - A motion was made by Tom Ivey and seconded by Chad Allen to approve the Extra Duty Pay Rates/Stipends for 2015-2016 School Year as presented and recommended by the administration. Motion carried with all in favor.
- C. Set date for Board Training - A motion was made by Tom Ivey and seconded by Chad Allen to approve the Board Training date of July 11, 2015, from 9:00 AM – 1:00 PM, by Stephen Dubner as presented and as recommended by the administration. Motion carried with all in favor.

1. TEAM of 8 Training
2. Goal Setting
3. Standard Operating Procedures
4. Board Code of Conduct

D. Consider Appointment of HISD Board Liaison to the Kids First Head Start Program for the 2015-2016 School Year – A motion was made by Chad Allen and seconded by Monica Cantrell to nominate Mr. Wilson as the HISD Board Liaison to the Kids First Head Start Program for the 2015-2016 School Year. Mr. Wilson accepted the nomination. Motion carried with all in favor.

E. SB149 Resolution - A motion was made by Tom Ivey and seconded by Chad Allen to approve the SB149 Resolution as presented and as recommended by the administration. Motion carried with all in favor.

X. Discussion and Possible Action:

A. Consider Approval of Durotech's GMP for Bond Construction - A motion was made by Tom Ivey and seconded by Ted Robinson to approve the Guaranteed Maximum Price for the bond construction project known as Phase 1 with the GMP of \$1,363.938, as presented and as recommended by the administration. Motion carried with all in favor.

B. Consider Approval of Galveston County Health District MOA - A motion was made by Tom Ivey and seconded by Ted Robinson to approve the Galveston County Health District Memorandum of Agreement as presented and as recommended by the administration. Motion carried with all in favor.

C. Consider Approval of Galveston County Health District MOA - Closed POD - A motion was made by Tom Ivey and seconded by Ted Robinson to approve the Galveston County Health District Memorandum of Agreement for a Closed Point of Distribution in Hitchcock ISD in the event of a public health emergency as presented and as recommended by the administration. 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 9:06 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 2014-2015 and the 2015-2016 school years
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 10:19 PM.

A motion was made by Tom Ivey and seconded by Monica Cantrell to re-employ Lisa Hawsey under a probationary one-year contract – teacher for the 2015-2016 school year as presented and as discussed and as discussed in executive session, motion to employ Lacy Donoho under a probationary one-year contract – teacher for the 2015-2016 school year as presented and as discussed and as discussed in executive session, motion to employ Rachel Morgan under a probationary one-year contract – teacher for the 2015-2016 school year as presented and as discussed and as discussed in executive session, motion to employ Constance White under a probationary one-year contract – administrator for the 2015-2016 school year as presented and as discussed in executive session, and a motion to employ Robert Scheiner to a non-certified

professional contract for the 2015-2016 school year as presented and as discussed and as discussed in executive session. Motion carried with all in favor.

A motion was made by Tom Ivey and seconded by Ted Robinson to add the administrative position of Education Foundation Executive Director as a 20-hour per week position for a 242 employee. Motion carried with all in favor.

A motion was made by Tom Ivey and seconded by Monica Cantrell to employ Sharanda Harrison as the Education Foundation Executive Director under a non-certified professional contract as presented and as discussed in executive session. Motion carried with all in favor.

XIII. Suggested Future Agenda Items

Valedictorian and Salutatorian Policy
Collegiate High School Policy
Dual Credit Policy
Social Media Policy

XIV. Announcement(s)

There is a How to Effectively Protest Your Property Taxes workshop at 1st Baptist Church on Wednesday from 5:30 – 7:30

High School Athletic Banquet is on Thursday at 6:00.

Senior Night is on Thursday at 6:30.

Stewart Oscar Awards are on Thursday at 6:00.

XV. Adjourn – A motion was made by Tony Combs and seconded by Ted Robinson to adjourn the meeting. Motion carried with all in favor. The meeting was adjourned at 10:26 PM.

Linda Leuschen
Recording Secretary

Edward Wilson
HISD Board President

Tom Ivey
HISD Board Secretary