

**Hitchcock ISD  
Board of Trustees  
Regular Meeting  
Minutes  
September 16, 2014**

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A Regular Meeting of the Board of Trustees of Hitchcock ISD was held Tuesday, September 16, 2014, beginning at 7:00 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 7:02 PM

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

Tony Combs and Chad Allen were absent.

HISD employees present at meeting were Carla Vickroy, Interim Superintendent; Jennifer Donovan, Business Manager; Kellie Edmundson, Hitchcock High School Principal; Larry Allen, Crosby Middle School Principal; Donette Line, Stewart Elementary Principal; Patrick Faour, Hitchcock Primary Principal; Ethel Gaines, KFHS Director; Chris Armacost, Technology Director; Bryan Tacquard, Maintenance Director; Lee Knapp; and Evangelina Guerra, Director of Federal and Special Programs.

**II. Pledge of Allegiance**

A. United States Flag – Tom Ivey led the members of the Board of Trustees and patrons in the Pledge of Allegiance to the U.S. flag.

B. Texas Flag – Ted Robinson led the members of the Board of Trustees and patrons in the Pledge to the Texas flag.

**III. Recognitions**

A. Recognitions – The Above and Beyond Citizenship Award for August 2014 was presented to Shirley Alexander by Edward Wilson.

B. Above and Beyond Citizenship Award - September 2014 – postponed.

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

V. Consent Agenda - Unless removed (pulled to vote on separately) from the consent agenda, items identified under the consent agenda will be acted on at one time. 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. Regular and Public Meeting of August 19, 2014

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. TASB Update 100

VI. Reports/Information from the Superintendent for August 2014

- A. Kids First Head Start Board Liaison Report – A verbal report was 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 – Condition of KFHS also discussed
  - I. Durham Transportation Report
  - J. Technology Report
- K. ADA Report
- L. Discipline Reports by Campus
- M. Staff Attendance Report
- N. Transfer Students Report

VII. Action

- A. District Goals 2014-2015. A motion was made by Tom Ivey and seconded by Shirley Price to approve the District Goals for 2014-2015 school year. Motion carried with all in favor.
- B. Code of Conduct for BOT 2014-2015. A motion was made by Tom Ivey and seconded by Shirley Price to approve the BOT Code of Conduct for 2014-2015 school year. Motion carried with all in favor.
- C. Standard Operating Procedures for BOT 2014-2015. A motion was made by Tom Ivey and seconded by Edward Wilson to approve the Standard Operating Procedures for the 2014-2015 school year. Motion carried with all in favor.
- D. Reconstitution Plan for Hitchcock High School – A motion was made by Tom Ivey and seconded by Ted Robinson to approve the Hitchcock High School Reconstitution Plan for the 2014-2015 school year as presented and as recommended by the administration. Motion carried with all in favor.
- E. 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 Five-Year Continuation Grant as presented and as recommended by the administration. Motion carried with all in favor.
- F. Consider approval of 2014-2015 membership in Walsh Anderson's Retainer Program - A motion was made by Tom Ivey and seconded by Shirley Price to approve the Walsh, Anderson Retainer Program for the 2014-2015 school year as presented and as recommended by the administration. Motion carried with all in favor.
- G. Consider approval of MOU between HISD and the Mark Kilroy Foundation S.A.F.E. Program

A motion was made by Tom Ivey and seconded by Edward Wilson to approve the MOU between Hitchcock ISD and the Mark Kilroy Foundation for the 2014-2015 school year as presented and as recommended by the administration. Motion carried with all in favor.

VIII. Discussion and Possible Action:

- A. Durham Transportation Buses and Routes – Ms. Ford, Durham Transportation, was available and answered many questions regarding buses and routes. The finalization of bus routes, how many buses Hitchcock ISD owns, the number of bus routes and shuttles run daily, and the late time HPS students arrive home were among the topics discussed.
- B. Sale of Bonds – Ms. Donovan stated we do not have final numbers and paperwork yet, but should have them for the Special Called meeting on September 22<sup>nd</sup>. Preliminary figures were discussed.

IX. Closed Session – Monica Cantrell, Board President, called the members of the Board of Trustees into Closed session at 8:03 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 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 9:08 PM.

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 contracts: Probationary one-year contract + certification addendum for Crystal Davis, Danielle Robinson, and Heather Wilson and the probationary one-year contract for Andrew Houston. Motion carried with all in favor.

XI. Suggested Future Agenda Items – Mr. Robinson would like to see “buses” on the agenda again next month. If possible, please provide a list of buses that include information on age, mileage, cameras and radios.

XII. Announcement(s) – You have an invitation at your place to attend the Hitchcock High School Top 5 Award Ceremony tomorrow morning at 9:00 AM.

XIII. Adjourn – A motion was made by Tom Ivey and seconded by Edward Wilson to adjourn the meeting. Motion carried with all in favor. The meeting was adjourned at 9:19 PM.

Linda Leuschen  
Recording Secretary

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Monica Cantrell  
HISD Board President

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Tom Ivey  
HISD Board Secretary